



City of Lake Geneva, 626 Geneva St, Lake Geneva, WI 53147- 262.248.3673- www.cityoflakegeneva.com

CITY OF LAKE GENEVA REGULAR COMMON COUNCIL

MONDAY, MAY 24, 2021 6:00 P.M.

LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

Members:

Mayor Charlene Klein, Council President, Rich Hedlund, Council Vice President, John Halverson,
Alderspersons: Tim Dunn, Mary Jo Fesenmaier, Cindy Flower, Ken Howell, Shari Straube, and Joan Yunker

THE CITY OF LAKE GENEVA IS HOLDING ALL MEETINGS VIRTUALLY AS WELL AS IN PERSON TO HELP PROTECT OUR COMMUNITY FROM THE CORONAVIRUS (COVID-19) PANDEMIC. IN-PERSON ATTENDANCE WILL BE LIMITED TO NO MORE THAN THIRTEEN PEOPLE, ON A FIRST COME FIRST SERVED BASIS. IF YOU WISH TO LISTEN OR WATCH THE MEETING YOU MAY DO SO BY USING THE FOLLOWING:

1. Links to the City of Lake Geneva's live video stream can be found at www.cityoflakegeneva.com/video
2. Television: Watch live broadcast of the meeting on Spectrum Cable Channel 25
3. Listen to audio via phone: (602) 333-2017 (Long distance rates may apply) (888) 204-5987 (Toll Free) **Access Code:** 9746153
4. You can provide public comment on agenda items by appearing in person or by emailing your comments to the Clerk at cityclerk@cityoflakegeneva.com or you may deliver your written comments to the City of Lake Geneva City Hall, 626 Geneva Street, Lake Geneva, WI 53147. All written comments must be provided to the Clerk by 5:00 P.M. on the date of the meeting. All written comments will be read aloud during the agenda item when public comments are allowed during the meeting.

AGENDA

1. Mayor Klein call the meeting to order
2. Pledge of Allegiance – Alderperson Howell
3. Roll Call
4. Awards, Presentations, Proclamations, and Announcements
 - a. Memorial Day Announcement- Mayor Klein
 - b. Lake Geneva Day Proclamation- Mayor Klein
5. Re-consider business from previous meeting
6. 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
7. Acknowledgement of Correspondence
8. Approve the Regular Council Minutes of May 10, 2021 as prepared and distributed

9. **CONSENT AGENDA**– *Recommended by Finance, Licensing and Regulation on May 18, 2021.* Any item listed on the consent agenda may be removed at the request of any member of the Council. The request requires no second, is not discussed, and is not voted upon.

- a. Sidewalk Café Renewal Applications, for the license term July 1, 2021 through June 30, 2022, filed by:
 - Barrique Bistro & Wine Bar, 835 Wrigley Dr
 - Harry’s Café & Place, 808 Main St
 - Lake Aire Restaurant, 804 W Main St
 - Oakfire, 831 Wrigley Dr
 - Popeye’s, 811 Wrigley Dr
 - Sopra, 724 W Main St
- b. Taxi Company License Renewal filed by Lakefront Shuttle, for the license term of July 1, 2021 through June 30, 2022, located at 300 Wrigley Dr
- c. Tier I Event Permit application filed by Badger High School for the event of Badger High School Graduation Ceremony to be held June 6, 2021 (rain date June 7, 2021) from 12:30 p.m. to 3:30 p.m. located at Badger High School and Lake Geneva Middle School
- d. Tier II Event Permit application filed by Mayor Charlene Klein for the event of New Year’s Eve Gala to be held December 31, 2021 from 7:00 p.m. to Midnight located at the Riviera Ballroom
- e. Tier II Event Permit application filed by Mayor Charlene Klein for the event of “String of Pearls” Gala to be held August 28, 2021 from 6:00 p.m. to 11:00 p.m. located at the Riviera Ballroom
- f. Tier I Event Permit application filed by Mayor Charlene Klein for the event of Riviera Open House to be held July 15, 2021 from 10:00 a.m. to 8:00 p.m. located at the Riviera Ballroom

10. Items removed from the Consent Agenda

11. First Reading of **Ordinance 21-05** An ordinance amending Chapter 98, Zoning Ordinance, Section 98-407, Substandard Lot Regulations, Section 98-409, Lakeshore Lots, Section 98-505, Lakeshore Overlay Zoning District, Section 98-506(3), Drainageway Overlay Zoning District, Section 98-507(3), Woodland Overlay Zoning District, and Section 98-508(3), Steep Slope Overlay Zoning District; as it relates to the applied requirements for the use of SR-4 Zoning District standards in the ER-1 Zoning District

12. Recommendation of the Finance, Licensing, and Regulation Committee of May 18, 2021- Ald. Howell

- a. Discussion/Action regarding Strand Engineering Contract for the South Street Trail Project
- b. Discussion/Action regarding eliminating Lagoon Slip #32 and converting Lagoon Slips #18 and #31 to Personal Water Craft only slips

- c. Discussion/Action regarding establishing a resident fee for the Personal Water Craft slips at \$1,200 per year
- d. Discussion/Action regarding disposal of Parking Stall marker signs (*Finance, Licensing, and Regulation Committee approved selling stall markers at \$20 per marker*)
- e. Discussion/Action regarding rental of Lower Center Street parking lot in combination with Riviera Ballroom Rental (*Finance, Licensing, and Regulation Committee approved at a rate of \$650 per day*)
- f. Discussion/Action regarding **Resolution 21-R36** a resolution amending the City of Lake Geneva Fee Schedule as it relates to Riviera Ballroom corporate and not-for-profit rental rates
- g. Discussion/Action authorizing the Mayor to sign contracts for orchestra entertainment in conjunction with Riviera Ballroom events
- h. Discussion/Acceptance of May 18, 2021 Finance, Licensing, and Regulation Committee Payment Approval Reports

13. Recommendation of the Planning Commission of May 17, 2021- Ald. Dunn

- a. Discussion/Action regarding **Resolution 21-R37** a resolution authorizing the issuance of a Conditional Use Permit (CUP) filed by Thomas & Kathy George, 3389 South Lake Shore Dr. Delavan WI 53115, for a request to raze the building at 252 Center St. Tax Key No. ZOP00258
- b. Discussion/Action regarding **Resolution 21-R38** a resolution authorizing the issuance of a Conditional Use Permit (CUP) filed by Andrew Loughlin & Linda G. Learn Trust, 223 W. Main St. Barrington IL 60010 for a 2nd floor addition to the home and request to utilize the SR-4 zoning setbacks in the ER-1 zoning for the property located in the Estate Residential - 1 (ER-1) zoning district for the property located at 600 Campbell St., Tax Key No. ZBB00001
- c. Discussion/Action regarding **Resolution 21-R39** a resolution authorizing the issuance of a “Limited” Conditional Use Permit (CUP) filed by Tom Keefe / Samantha Strenger 751 Geneva Pkwy / 615 Center St. Lake Geneva for a request to utilize the building located at 725 W. Main St. as a Commercial Indoor Lodging land use in the Central Business (CB) zoning district. Tax Key No. ZOP00276
- d. Discussion/Action regarding **Resolution 21-R40** a resolution authorizing the issuance of a “Limited” Conditional Use Permit (CUP) filed by Tom Keefe / Samantha Strenger 751 Geneva Pkwy / 615 Center St. Lake Geneva for a request to utilize the building located at 743 W. Main St. as a Commercial Indoor Lodging land use in the Central Business (CB) zoning district. Tax Key No. ZOP00272
- e. Discussion/Action regarding **Resolution 21-R41** a resolution to amend a Precise Implementation Plan (PIP) filed by 816 Wisconsin Sub LLC, 751 Geneva Pkwy, Lake Geneva 53147 for a request of a Precise Implementation Plan PIP proposal for the property located at 816 Wisconsin St. to allow a Bed & Breakfast at 816 Wisconsin St. and a Short Term Rental at 816 ½ Wisconsin St with in the Neighborhood Business (NB) zoning district

- f. Discussion/Action regarding **Resolution 21-R42** a resolution authorizing the issuance of a Conditional Use Permit (CUP) filed by Starboard Properties LLC, 1334 W. Main St Lake Geneva WI 53147, for a request to utilize the SR-4 zoning setbacks in the ER-1 zoning for the property located in the Estate Residential - 1 (ER-1) zoning district for the property located at 1334 W. Main St. Tax Key Nos. ZYUP000094M
- g. Discussion/Action regarding **Resolution 21-R43** a resolution authorizing the issuance of a Conditional Use Permit (CUP) filed by Christopher Meisner 1310 St. Andrews Rd. Lake Geneva, for an addition to the home and request to utilize the SR-4 zoning setbacks in the ER-1 zoning for the property located in the Estate Residential - 1 (ER-1) zoning district for the property located at 1886 Geneva Bay Dr., Tax Key No. ZGB00024

14. Adjournment

Requests from persons with disabilities, who need assistance to participate in this meeting or hearing, should be made to the City Clerk's office in advance so the appropriate accommodations can be made.

CITY OF LAKE GENEVA

Proclamation

WHEREAS, in 1932 the Riviera was constructed in the City of Lake Geneva to serve the community as a recreation and transportation center; and

WHEREAS, to celebrate the grand opening in 1933 former Mayor Sturges Taggart proclaimed a “Lake Geneva Day”, wherein residents could enjoy all that Lake Geneva had to offer for free; and

WHEREAS, the Riviera quickly became the place to go for great music, celebration, community events, and lake activities; and

WHEREAS, the Riviera Ballroom has been a sought out venue for love-struck couples to bring their new lives together; and

WHEREAS, the historic Riviera has been the gem of the City of Lake Geneva for the last eighty-nine years; and

WHEREAS, the Riviera has been restored to its original grandeur; and

WHEREAS, to celebrate the Riviera’s history and have residents visit first hand, all Lake Geneva parking sticker holders shall have free parking all day and are invited to attend the grand opening festivities;

NOW, THEREFORE, I, Mayor Charlene Klein do hereby proclaim Thursday, July 15, 2021 as

Lake Geneva Day

In the City of Lake Geneva, and I commend this observance to all of our citizens.

Dated this 24th day of May, 2021.

Charlene Klein, MAYOR

Lana Kropf, CITY CLERK



CITY OF LAKE GENEVA REGULAR COMMON COUNCIL MINUTES
MONDAY, MAY 10, 2021 6:00 P.M.
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

Members: Mayor Charlene Klein, Council President, Rich Hedlund, Council Vice President, John Halverson, Alderpersons: Tim Dunn, Mary Jo Fesenmaier, Cindy Flower, Ken Howell, Shari Straube, and Joan Yunker

Mayor Klein called the meeting to order at 6:05 p.m.

Aldersperson Howell led the Council in the Pledge of Allegiance.

Roll Call

Present: Dunn, Fesenmaier, Flower, Halverson, Hedlund, Howell, Straube, and Yunker

Absent:

Awards, Presentations, Proclamations, and Announcements

None

Re-consider business from previous meeting

None

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

Approve the Re-Organizational Council Minutes of April 20, 2021 and Regular Council Minutes of April 26, 2021 as prepared and distributed

Motion by Hedlund to approve, second by Dunn. No discussion. Motion carried 8-0.

CONSENT AGENDA– *Recommended by Finance, Licensing and Regulation on May 4, 2021.* Any item listed on the consent agenda may be removed at the request of any member of the Council. The request requires no second, is not discussed, and is not voted upon.

-Original Sidewalk Café Application filed by Poke Partners LLC d/b/a Wicked Poke located at 120 Broad St

-Alcohol Premises Extension filed by Roberta Robers d/b/a The Farmstand located at 707 W Main St (*Applicant is requesting use of sidewalk in front of business and permission to use sidewalk directly in front of 703 W Main St*)

-Original Sidewalk Café Application filed by Roberta Robers d/b/a The Farmstand located at 707 W Main St (*Applicant is requesting use of sidewalk in front of business and permission to use sidewalk directly in front of 703 W Main St*)

-Temporary Operator Licenses to be used during the May 23, 2021 Wine Walk, filed by: Thomas Bachmann, William Briggs, Anthony Diedrich, Meagan Lamon, Stephen Monticello, Erin Sasak, Sharon Smith, Tanya Summerville, Matthew Wade and Roger Wolff

Motion by Hedlund to approve, second by Howell. No discussion. Motion carried 8-0.

Items removed from the Consent Agenda

None

Discussion/Action regarding **Resolution 21-R34** a resolution to ratify the Emergency Proclamation approved by the Chief Executive Officer Pertaining to the COVID-19 Pandemic and Declaration of Emergency
Motion by Dunn to approve, second by Howell. Mayor Klein noted that this will expire on June 14, 2021. She further asked if the Council wanted to continue to allow merchandise to be displayed outside as part of the proclamation. Hedlund noted that he would like to see this stricken as he has received many complaints.

Motion to amend by Hedlund to remove section #5 *“Because of the economic effects of various emergency orders put in place since, March 12th, 2020, and to provide economic relief for our downtown businesses as well as promote more social distancing in their facilities during the pendency of this Proclamation of State of Emergency (until it expires, is amended or is rescinded), the provisions of Section 98-206(8)(f) of the City of Lake Geneva Zoning Code are relaxed to allow the placement of merchandise for sale in those areas designated for “Sidewalk Furnishings” as set forth in Section 62-67(9), of the Municipal Code of the City of Lake Geneva, Wisconsin”* from the emergency proclamation, second by Yunker.

Fesenmaier stated that the public should have input on this issue before it's taken out. Hedlund stated that the Code Enforcer should send a letter to the business owners, indicating that the ordinance has been reinstated as that provision has been removed from the emergency proclamation. Dunn stated that it should stay in place at this time. Fesenmaier reiterated that it should stay

Motion by Fesenmaier to amend the amendment that the provision should be sent to the proper committee, second by Halverson. Flower noted that this has been part of the proclamation for a year and that it could have been discussed any time during that time. Motion to amend the amendment 5-3, with Hedlund, Flower, and Yunker voting no.

Original motion was re-read. Motion carried 5-4, with Flower, Hedlund, Yunker, and Dunn voting no; Mayor Klein voted yes to break the tie.

Recommendation of the Finance, Licensing, and Regulation Committee of May 4, 2021- Ald. Howell

Discussion/Action regarding pay request #7 for the Riviera Restoration Project Phase I filed by MSI General Corp in an amount not to exceed \$ 94,134.55

Motion by Howell to approve, second by Halverson. No discussion. Motion carried 8-0 on a roll call vote.

Discussion/Action regarding pay request #6 for the Riviera Restoration Project Phase II- Interior Remodel & MEP Work filed by MSI General Corp in an amount not to exceed \$ 956,536.95

Motion by Howell to approve, second by Yunker. No discussion. Motion carried 8-0 on a roll call vote.

Discussion/Action regarding **Resolution 21-R33** a resolution authorizing carryover of Capital Projects Security Gate and Cameras Dunn Field Project from 2020 to 2021

Motion by Howell to approve, second by Halverson. No discussion. Motion carried 8-0.

Discussion/Action regarding a shared Emergency Services Agreement with the Town of Geneva

Motion by Howell to approve, second by Yunker. No discussion. Motion carried 8-0.

Discussion/ Action regarding approval of an invoice for parking maintenance services from Total Parking Solutions Inc in an amount not to exceed \$28,000

Motion by Howell to approve, second by Flower. No discussion. Motion carried 8-0.

Discussion/Action regarding free parking for City of Lake Geneva sticker holders on July 15, 2021 for “Lake Geneva Day”

Motion by Howell to approve, second by Flower. No discussion. Motion carried 8-0.

Discussion/Action regarding payment for vendor placement of collateral within the Riviera Events Office

Motion by Howell to approve, second by Yunker. No discussion. Motion carried 8-0.

Discussion/Action regarding the acceptance of a donation of a Yamaha C7 Grand Piano by the Grand Geneva Resort for the Riviera

Motion by Howell to approve, second by Yunker. Flower asked how large the piano is and if it would possibly take away any space from renters. Mayor Klein noted that it will be where the ice machine used to be. Motion carried 8-0.

Discussion/Action regarding the acceptance of a donation of a TV monitor by Lyle TV for the Riviera

Motion by Howell to approve, second by Yunker. Mayor Klein noted that this will be placed in the first floor and will display a rolling video of the history of the Riviera and the recent construction. Motion carried 8-0.

Discussion/Acceptance of May 4, 2021 Finance, Licensing, and Regulation Committee Payment Approval Reports

Motion by Howell to approve, second by Halverson. No discussion. Motion carried 8-0.

Discussion/possible action regarding granting Gage Marine limited access to the Riviera for the purpose of operating boat tours

City Administrator Nord explained that this request is from Gage Marine and would allow the company to gain access to the Riviera for the purpose of conducting their boat tours. This request would be needed while the Riviera is under construction and they do have a provision in their contract that they can operate their boats off of the Riviera pier.

Motion by Howell to ratify, second by Flower. Motion carried 7-1, with Fesenmaier voting no.

Motion to go into Closed Session pursuant to Wisconsin Statutes 19.85(1)(g) for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved regarding: **Notice of Claim from White River Holdings, LLC**

Motion by Hedlund to convene the Council into Closed Session to include all City Staff and Attorney Wirth, second by. Motion carried 8-0 on a roll call vote. The Council convened into Closed Session at 6:38 p.m.

Motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in closed session

Motion by Howell to reconvene the Council into Open Session, second by Halverson. Motion carried 8-0 on a roll call vote. The Council reconvened into Open Session at 7:08 p.m.

Adjournment

Motion by Howell to adjourn, second by Dunn. Motion carried 8-0. The meeting adjourned at 7:09 p.m.



CITY OF LAKE GENEVA

SIDEWALK CAFÉ PERMIT APPLICATION

PLEASE FILL IN ALL BLANKS COMPLETELY, AS INCOMPLETE APPLICATIONS WILL BE REJECTED.

Please Check:

- | | |
|---|--|
| ☐ Initial Sidewalk Café Permit with Alcohol | ☒ Renewal of Sidewalk Café Permit with Alcohol |
| ☐ Initial Sidewalk Café Permit without Alcohol | ☐ Renewal of Sidewalk Café Permit without Alcohol |

Application Checklist:

- ☒ **Certificate of Comprehensive General Liability Insurance** naming the City as a party insured against liability resulting from the uses permitted herein. The coverage shall be in an amount not less than \$1,000,000.00.
- ☒ **Scaled diagram** which accurately depicts the dimensions of the existing sidewalk area and adjacent private property, the proposed location of the sidewalk café, size and number of tables, seats, bollards (and chains or ropes), planters, umbrellas, location of doorways, tree, signage, parking meters, obstructions (either existing or proposed, within the pedestrian way). *Site plan must depict five (5) feet of unobstructed sidewalk for public use.*
- ☒ **Copy of restaurant license issued by the Wisconsin Dept. of Health Services and/or Wisconsin Dept. of Agriculture, Trade and Consumer Protection per Wis. Stat. 254.64.**
- ☒ **Application Fee** of \$15.00 per seat: 20 seats x \$15.00 = \$ 300.00
(# OF SEATS) (TOTAL FEE)
- ☐ **Alcohol License Premises Extension Application (Initial Applications Only).** If the applicant wishes to serve alcohol in the sidewalk café area, the applicant must currently hold a valid license to serve alcohol and submit an application requesting the premises description of the license be amended to include the sidewalk café area. The Alcohol License Premises Extension Application does not need to be submitted if the alcohol license has already been extended to the sidewalk café area.

APPLICANT INFORMATION

Applicant Name: TOM TRILLA

Establishment Name: BARRIQUE BISTRO & WINE BAR

Address: 835 WRIGHT AVE., LAKE GENEVA, 53147

Do food sales generate more than 50% of gross receipts?

☒ Yes

☐ No

Are you requesting to serve alcoholic beverages?

☒ Yes

☐ No

If so, please provide the following information:

Liquor License Agent Name: DANA M. TRILLA

Signature of Agent: _____

Date: _____

INDEMNIFICATION STATEMENT

I, DANA M. TRILLA representing PEACESIDE HOSPITALITY, INC. as its
(FULL NAME) (ESTABLISHMENT)

AGENT agree to hold harmless and indemnify the City, its directors,
(TITLE)
officers, employees and agents, from and against any and all liabilities, losses, claims, demands,
damages, fines, penalties, costs and expenses, including, but not limited to, reasonable attorney's
fees and costs of litigation, and all causes of action of any kind or character resulting from my use
of the public sidewalk as a café. I certify that I have read and understand the rules of Section 62-67
(6) Sidewalk Café permits.

SIGNATURE OF APPLICANT: _____

DATE: 3/26/2021

For Office Use Only

Date Filed with Clerk: 3/26/2021

Total Amount: \$ 300.00

Receipt No.: 15.000576

Date Forwarded to Police Chief: March 26, 2021

Police Chief Signature: _____

Approved

Denied

Date Forwarded to Building Inspector: 3/26/21

Director of Building Inspector Signature: _____

Approved

Denied

Date Forwarded to Director of Public Works: _____

Director of Public Works Signature: _____

Approved

Denied

Date of FLR/Council Approval (for alcohol license amendment, if applicable): 5' space to be maintained

Permit Issue Date: _____ Permit Number: _____

Copies Provided to:

Police Chief
DPW Director

Fire Chief
Zoning Administrator



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/25/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher Risk Management Services, Inc. None Chicago IL 60607		CONTACT NAME: PHONE (A/C, No, Ext): 815-459-3300 E-MAIL: Joan_Lewandowski@ajg.com ADDRESS: Joan_Lewandowski@ajg.com		FAX (A/C, No): 815-459-3360	
		INSURER(S) AFFORDING COVERAGE		NAIC #	
		INSURER A : Society Insurance, a Mutual Company		15261	
INSURED Beachside Hospitality Inc DBA 835 Wrigley Dr Lake Geneva, WI 53147		BEACHOS-01		INSURER B :	
				INSURER C :	
				INSURER D :	
				INSURER E :	
				INSURER F :	

COVERAGES**CERTIFICATE NUMBER:** 853482360**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:			TRM 564684	5/24/2020	5/24/2021	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	UMBRELLA LIAB ☐ EXCESS LIAB DED ☐ RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	☐ Y ☐ N	N/A	WC 564685	5/24/2020	5/24/2021	☒ PER STATUTE ☐ OTH-ER	
							E.L. EACH ACCIDENT	\$ 500,000
							E.L. DISEASE - EA EMPLOYEE	\$ 500,000
							E.L. DISEASE - POLICY LIMIT	\$ 500,000
A	Liquor Liability			TRM 564684	5/24/2020	5/24/2021	Limit	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Proof of Coverage

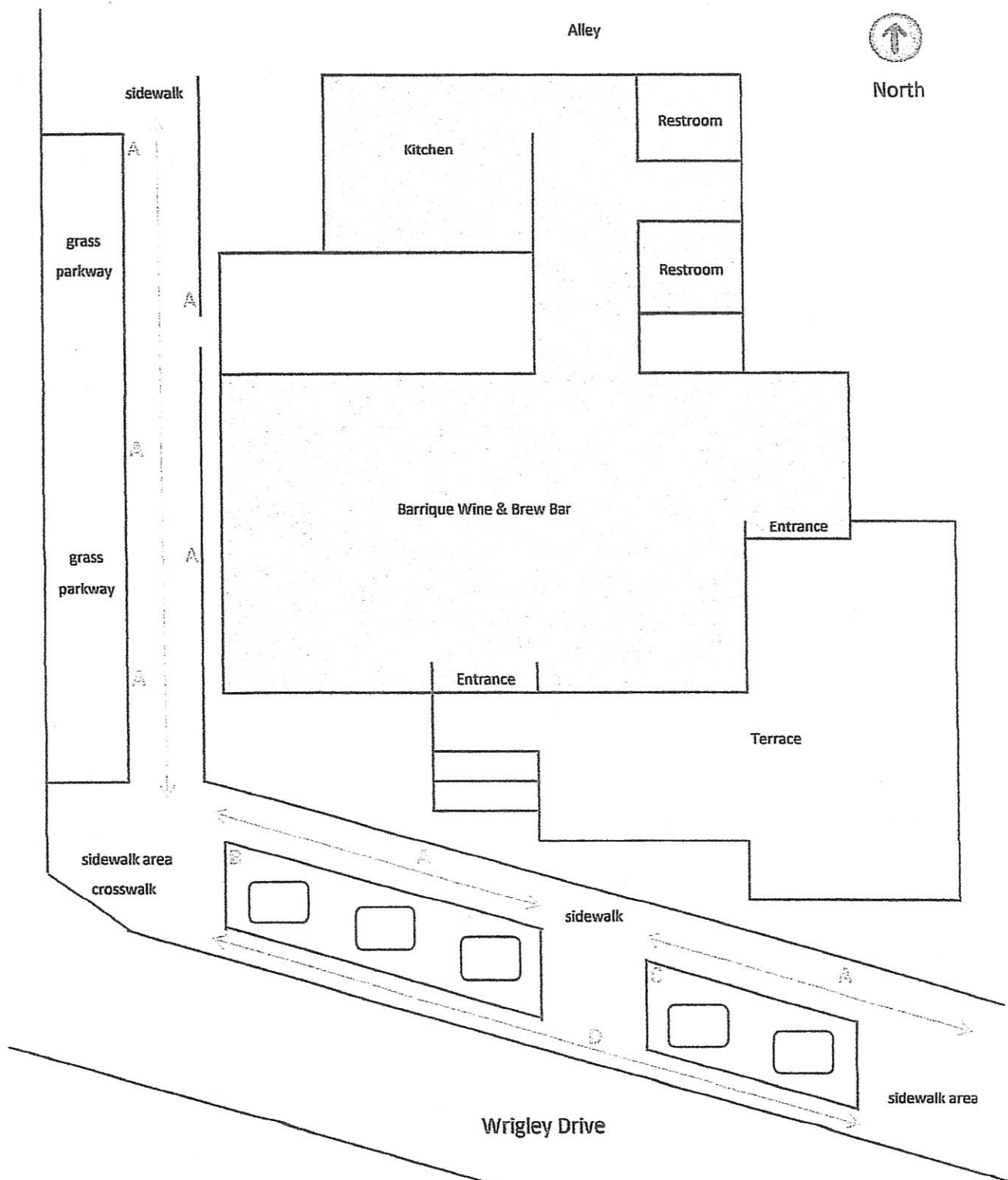
CERTIFICATE HOLDER**CANCELLATION**

City of Lake Geneva
626 Geneva St.
Lake Geneva WI 53147
USA

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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A = Existing 5' Wide Concrete Pedestrian Sidewalk

B = Proposed Concrete Finish Area (20.5 ft x 6.5 ft)

C = Proposed Concrete Finish Area (14 ft x 6.5 ft)

D = Existing 3' Wide Concrete Curb Buffer

□ 1-28" sq. table, 4 small chairs & 1 umbrella w/stand

Note: Proposed seating areas will be bordered on three sides with theater-style standards and chains/ropes.



DEPARTMENT OF AGRICULTURE,
TRADE AND CONSUMER PROTECTION

License, Permit or Registration

The person, firm, or corporation shown below has complied with the Wisconsin statutes and is authorized to engage in the activity indicated.

ACTIVITY	EXPIRATION DATE	I.D. NUMBER
Restaurant - Moderate Complexity	30-Jun-2021	MEBH-9AXPAV
LICENSEE MAILING ADDRESS	NOT TRANSFERABLE	BUSINESS / ESTABLISHMENT ADDRESS
BEACHSIDE HOSPITALITY INC.		BARRIQUE WINE AND BREW BAR
		835 WRIGLEY DR
		LAKE GENEVA WI 53147

All Permits expire on June 30th; it is the responsibility of the licensee to make sure all applicable fees are received by the department before July 1st or a late payment fee will be assessed.

If you do not receive a renewal form prior to June 30th from your licensing authority, you should send in your payment for renewing your permit to the following address:

WDATCP-LICENSE RENEWAL
DRAWER 296
MILWAUKEE, WI 53293-0296
(608)224-4720

* Include the name of your facility and the ID number.



CITY OF LAKE GENEVA

SIDEWALK CAFÉ PERMIT APPLICATION

PLEASE FILL IN ALL BLANKS COMPLETELY, AS INCOMPLETE APPLICATIONS WILL BE REJECTED.

Please Check:

- | | |
|---|--|
| ☐ Initial Sidewalk Café Permit with Alcohol | ☒ Renewal of Sidewalk Café Permit with Alcohol |
| ☐ Initial Sidewalk Café Permit without Alcohol | ☐ Renewal of Sidewalk Café Permit without Alcohol |

Application Checklist:

- ☐ **Certificate of Comprehensive General Liability Insurance** naming the City as a party insured against liability resulting from the uses permitted herein. The coverage shall be in an amount not less than \$1,000,000.00.
- ☐ **Scaled diagram** which accurately depicts the dimensions of the existing sidewalk area and adjacent private property, the proposed location of the sidewalk café, size and number of tables, seats, bollards (and chains or ropes), planters, umbrellas, location of doorways, tree, signage, parking meters, obstructions (either existing or proposed, within the pedestrian way). *Site plan must depict five (5) feet of unobstructed sidewalk for public use.*
- ☐ **Copy of restaurant license issued by the Wisconsin Dept. of Health Services and/or Wisconsin Dept. of Agriculture, Trade and Consumer Protection per Wis. Stat. 254.64.**
- ☐ **Application Fee** of \$15.00 per seat: 24 seats x \$15.00 = \$ 360
(# OF SEATS) (TOTAL FEE)
- ☐ **Alcohol License Premises Extension Application (Initial Applications Only).** If the applicant wishes to serve alcohol in the sidewalk café area, the applicant must currently hold a valid license to serve alcohol and submit an application requesting the premises description of the license be amended to include the sidewalk café area. The Alcohol License Premises Extension Application does not need to be submitted if the alcohol license has already been extended to the sidewalk café area.

APPLICANT INFORMATION

Applicant Name: HARRY S CHIRONIS

Establishment Name: HARRY'S CAFE & PLACE

Address: 208 MAIN STREET LAKE GENEVA, WI

Do food sales generate more than 50% of gross receipts?

☒ Yes

☐ No

OK

Are you requesting to serve alcoholic beverages?

☒ Yes

☐ No

If so, please provide the following information:

Liquor License Agent Name: JAMES G. CHIRONIS

Signature of Agent: James G. Chironis Date: 4-2-2021

INDEMNIFICATION STATEMENT

I, HARRY S. CHIRONIS representing HARRY'S CAFE & PLACE as its
(FULL NAME) (ESTABLISHMENT)

VICE PRESIDENT
(TITLE) agree to hold harmless and indemnify the City, its directors, officers, employees and agents, from and against any and all liabilities, losses, claims, demands, damages, fines, penalties, costs and expenses, including, but not limited to, reasonable attorney's fees and costs of litigation, and all causes of action of any kind or character resulting from my use of the public sidewalk as a café. I certify that I have read and understand the rules of Section 62-67 (6) Sidewalk Café permits.

SIGNATURE OF APPLICANT: Harry Chironis DATE: 04/02/2021

For Office Use Only

Date Filed with Clerk: April 12, 2021

Total Amount: \$ 300 Receipt No.: 15-000740

Date Forwarded to Police Chief: April 12, 2021

Police Chief Signature: [Signature] Approved ☒ Denied ☐

Date Forwarded to Building Inspector: 20 April 2021

Director of Building Inspector Signature: _____ Approved ☐ Denied ☐

Date Forwarded to Director of Public Works: 20 April 2021

Director of Public Works Signature: [Signature] Approved ☒ Denied ☐

Date of FLR/Council Approval (for alcohol license amendment, if applicable): _____

Permit Issue Date: _____ Permit Number: _____

Copies Provided to:

Police Chief
DPW Director

Fire Chief
Zoning Administrator

WEST

BASEMENT STORAGE (BEER)

STAIRS

MENS RM

LADIES RM

SERVICE AREA

HALLWAY

KITCHEN

SERVICE AREA

BEER & WINE

OFFICE
Records + Storage

Table Table Table Table Table

CAFE

Table Table Table Table Table

BAR

LIQUOR storage under bar

BEER BACK BAR LIQUOR

LeCockery

Door

BACK PATIO

Door

LAKELAND

OUTSIDE SIDEWALK

329

329

329

329

329

MAIN ST

NORTH

ROAD

NORTH ↑

EAST

HARRY'S Cafe & Place

SCALE:

APPROVED BY

DRAWN BY

DATE:

808 Main St.

DRAWING NUMBER



CITY OF LAKE GENEVA

SIDEWALK CAFÉ PERMIT APPLICATION

PLEASE FILL IN ALL BLANKS COMPLETELY, AS INCOMPLETE APPLICATIONS WILL BE REJECTED.

Please Check:

- | | |
|---|--|
| ☐ Initial Sidewalk Café Permit with Alcohol | ☒ Renewal of Sidewalk Café Permit with Alcohol |
| ☐ Initial Sidewalk Café Permit without Alcohol | ☐ Renewal of Sidewalk Café Permit without Alcohol |

Application Checklist:

- ☒ **Certificate of Comprehensive General Liability Insurance** naming the City as a party insured against liability resulting from the uses permitted herein. The coverage shall be in an amount not less than \$1,000,000.00.
- ☒ **Scaled diagram** which accurately depicts the dimensions of the existing sidewalk area and adjacent private property, the proposed location of the sidewalk café, size and number of tables, seats, bollards (and chains or ropes), planters, umbrellas, location of doorways, tree, signage, parking meters, obstructions (either existing or proposed, within the pedestrian way). *Site plan must depict five (5) feet of unobstructed sidewalk for public use.*
- ☒ **Copy of restaurant license** issued by the Wisconsin Dept. of Health Services and/or Wisconsin Dept. of Agriculture, Trade and Consumer Protection per Wis. Stat. 254.64.
- ☒ **Application Fee** of \$15.00 per seat: 20 seats x \$15.00 = \$ 300.00
(# OF SEATS) (TOTAL FEE)
- ☒ **Alcohol License Premises Extension Application (Initial Applications Only).** If the applicant wishes to serve alcohol in the sidewalk café area, the applicant must currently hold a valid license to serve alcohol and submit an application requesting the premises description of the license be amended to include the sidewalk café area. The Alcohol License Premises Extension Application does not need to be submitted if the alcohol license has already been extended to the sidewalk café area.

APPLICANT INFORMATION

Applicant Name: DEMETRIUS ARGIROPOULOS / GEORGE ARGIROPOULOS
Establishment Name: LAKE AIRE LLC (DBA: LAKE AIRE RESTAURANT)
Address: 804 W. MAIN ST., LAKE GENEVA, WI 53147

Do food sales generate more than 50% of gross receipts?

☒ Yes

☐ No

Are you requesting to serve alcoholic beverages?

☒ Yes

☐ No

If so, please provide the following information:

Liquor License Agent Name: GEORGE ARGIROPOULOS

Signature of Agent: *George Argiropoulos*

Date: 4/5/2021

INDEMNIFICATION STATEMENT

I, GEORGE ARGIROPOULOS representing LAKE AIRE RESTAURANT as its
(FULL NAME) (ESTABLISHMENT)

VICE PRESIDENT
(TITLE)

agree to hold harmless and indemnify the City, its directors, officers, employees and agents, from and against any and all liabilities, losses, claims, demands, damages, fines, penalties, costs and expenses, including, but not limited to, reasonable attorney's fees and costs of litigation, and all causes of action of any kind or character resulting from my use of the public sidewalk as a café. I certify that I have read and understand the rules of Section 62-67 (6) Sidewalk Café permits.

SIGNATURE OF APPLICANT: *George Argiropoulos*

DATE: 4/5/2021

For Office Use Only

Date Filed with Clerk: April 12, 2021

Total Amount: \$ 300 Receipt No.: 15.000742

Date Forwarded to Police Chief: April 12, 2021

Police Chief Signature: *[Signature]*

Approved

Denied

Date Forwarded to Building Inspector: 4/16/21

Director of Building Inspector Signature: *[Signature]*

Approved

Denied

Date Forwarded to Director of Public Works: 20 April 2021

Director of Public Works Signature: *[Signature]*

Approved

Denied

5' walk shall be maintained @ all times
Date of FLR/Council Approval (for alcohol license amendment, if applicable): _____

Permit Issue Date: _____ Permit Number: _____

Copies Provided to:

Police Chief
DPW Director

Fire Chief
Zoning Administrator



DEPARTMENT OF AGRICULTURE,
TRADE AND CONSUMER PROTECTION

License, Permit or Registration

The person, firm, or corporation shown below has complied with the Wisconsin statutes and is authorized to engage in the activity indicated.

ACTIVITY	EXPIRATION DATE	I.D. NUMBER
Restaurant - Moderate Complexity	30-Jun-2021	HSAT-7QWBUC
LICENSEE MAILING ADDRESS	NOT TRANSFERABLE	BUSINESS / ESTABLISHMENT ADDRESS
ARGIROPOULOS/ARGIROPOULOS		ARGIROPOULOS DEMETRIUS
804 MAIN ST		804 MAIN ST
LAKE GENEVA WI 53147		LAKE GENEVA WI 53147

All Permits expire on June 30th; it is the responsibility of the licensee to make sure all applicable fees are received by the department before July 1st or a late payment fee will be assessed.

If you do not receive a renewal form prior to June 30th from your licensing authority, you should send in your payment for renewing your permit to the following address:

WDATCP-LICENSE RENEWAL
DRAWER 296
MILWAUKEE, WI 53293-0296
(608)224-4720

* Include the name of your facility and the ID number.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/06/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Carrie Fecteau PHONE (A/C, No, Ext): (262)248-9502 E-MAIL: carrie@spiegelhoffinsurance.com ADDRESS: Spiegelhoff & Associates Insurance Agency 803 S Wells Street Lake Geneva, WI 53147	FAX (A/C, No): (262)248-8982
INSURED	INSURER(S) AFFORDING COVERAGE INSURER A: Erie Insurance INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	NAIC # 26271

COVERAGES

CERTIFICATE NUMBER: 00004491-427553

REVISION NUMBER: 1

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC OTHER:			Q971230242	02/15/2021	02/15/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY AUTOS ONLY ☐						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10000			Q26-1570496	02/15/2021	02/15/2022	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐	N/A	Q86-1501047	02/15/2021	02/15/2022	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

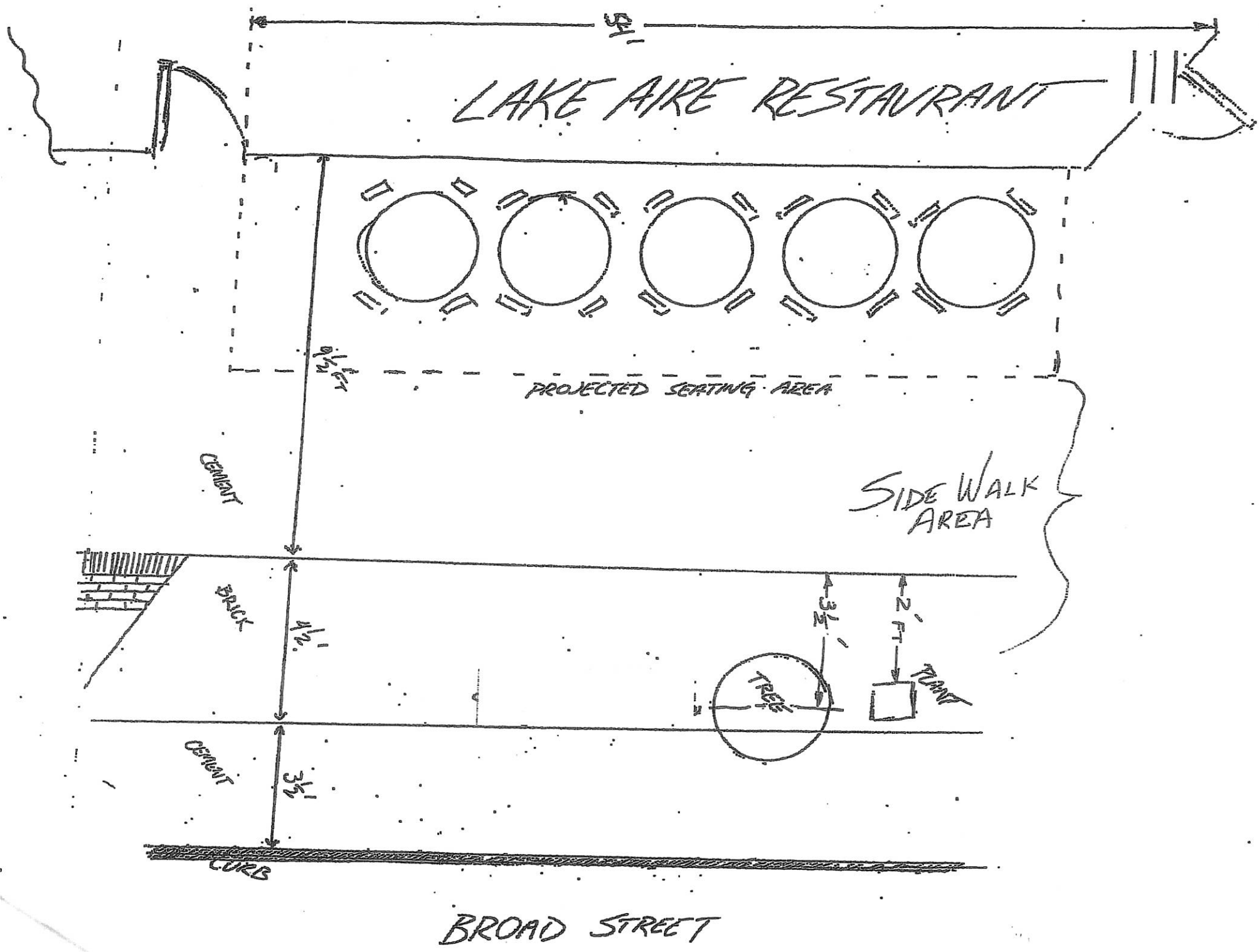
CANCELLATION

CITY OF LAKE GENEVA
626 CENTER ST
LAKE GENEVA, WI 53147

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

(CJF)



LAKE AIRE RESTAURANT

PROJECTED SEATING AREA

SIDE WALK AREA

TREE

PLANT

BROAD STREET



CITY OF LAKE GENEVA

SIDEWALK CAFÉ PERMIT APPLICATION

PLEASE FILL IN ALL BLANKS COMPLETELY, AS INCOMPLETE APPLICATIONS WILL BE REJECTED.

Please Check:

- | | |
|---|--|
| ☐ Initial Sidewalk Café Permit with Alcohol | ☒ Renewal of Sidewalk Café Permit with Alcohol |
| ☐ Initial Sidewalk Café Permit without Alcohol | ☐ Renewal of Sidewalk Café Permit without Alcohol |

Application Checklist:

- ☒ **Certificate of Comprehensive General Liability Insurance** naming the City as a party insured against liability resulting from the uses permitted herein. The coverage shall be in an amount not less than \$1,000,000.00.
- ☒ **Scaled diagram** which accurately depicts the dimensions of the existing sidewalk area and adjacent private property, the proposed location of the sidewalk café, size and number of tables, seats, bollards (and chains or ropes), planters, umbrellas, location of doorways, tree, signage, parking meters, obstructions (either existing or proposed, within the pedestrian way). *Site plan must depict five (5) feet of unobstructed sidewalk for public use.*
- ☒ **Copy of restaurant license** issued by the Wisconsin Dept. of Health Services and/or Wisconsin Dept. of Agriculture, Trade and Consumer Protection per Wis. Stat. 254.64.
- ☒ **Application Fee** of \$15.00 per seat: 24 seats x \$15.00 = \$ 360
(# OF SEATS) (TOTAL FEE)
- ☒ **Alcohol License Premises Extension Application (Initial Applications Only).** If the applicant wishes to serve alcohol in the sidewalk café area, the applicant must currently hold a valid license to serve alcohol and submit an application requesting the premises description of the license be amended to include the sidewalk café area. The Alcohol License Premises Extension Application does not need to be submitted if the alcohol license has already been extended to the sidewalk café area.

APPLICANT INFORMATION

Applicant Name: PAUL MECKLER
Establishment Name: OAKFIRE
Address: 831 WRIGLEY DR LAKE GENEVA WI 53147

Do food sales generate more than 50% of gross receipts?

☒ Yes

☐ No

Are you requesting to serve alcoholic beverages?

☒ Yes

☐ No

If so, please provide the following information:

Liquor License Agent Name: DAVID R. SCOTNEY

Agent E-mail: DAVID@DAVIDSCOTNEY.COM

Signature of Agent: [Signature]

Date: 4/14/2021

INDEMNIFICATION STATEMENT

I, PAUL MECKLER representing OAKFIRE as its
(FULL NAME) (ESTABLISHMENT)

OPERATIONS MANAGER agree to hold harmless and indemnify the City, its directors,
(TITLE)
officers, employees and agents, from and against any and all liabilities, losses, claims, demands,
damages, fines, penalties, costs and expenses, including, but not limited to, reasonable attorney's
fees and costs of litigation, and all causes of action of any kind or character resulting from my use
of the public sidewalk as a café. I certify that I have read and understand the rules of Section 62-67
(6) Sidewalk Café permits.

SIGNATURE OF APPLICANT: [Signature]

DATE: 4/14/21

For Office Use Only

Date Filed with Clerk: April 14, 2021

Total Amount: \$ 3100

Receipt No.: 15.000782

Date Forwarded to Police Chief: [Signature]

Police Chief Signature: [Signature]

Approved

Denied

Date Forwarded to Building Inspector: [Signature]

Director of Building Inspector Signature: [Signature]

Approved

Denied

Date Forwarded to Director of Public Works: [Signature]

Director of Public Works Signature: [Signature]

Approved

Denied

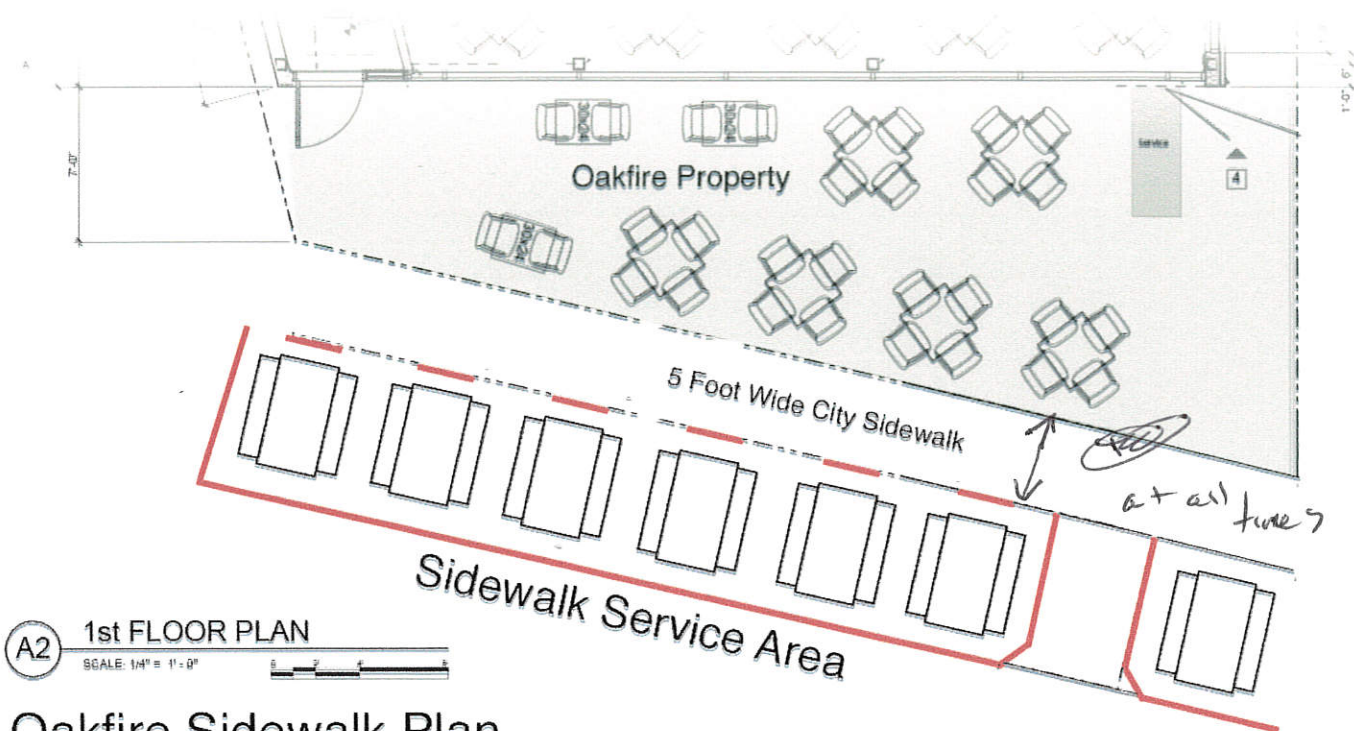
Date of FLR/Council Approval (for alcohol license amendment, if applicable): [Signature]

Permit Issue Date: [Signature] Permit Number: [Signature]

Copies Provided to:

Police Chief
DPW Director

Fire Chief
Zoning Administrator



A2 1st FLOOR PLAN

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



Oakfire Sidewalk Plan

Baricade



OAKFI-1

OP ID: JC

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/14/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Glass Insurance Center 500 Commercial Ct, Ste 500 P.O. Box 1149 Lake Geneva, WI 53147-6149 Jodi Cordes	262-248-5555	CONTACT NAME: Jeffrey J Glass PHONE (A/C, No, Ext): 262-248-5555 FAX (A/C, No): 262-248-5544 E-MAIL ADDRESS:
INSURED Oakfire LLC; Oakfire Properties LLC Oakfire Kenosha LLC; Oakfire Hospitality Group LLC David Scotney 831 Wrigley Dr Lake Geneva, WI 53147		INSURER(S) AFFORDING COVERAGE INSURER A: Society Insurance INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR ☒ Business Owners GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☐ LOC OTHER:			BP17035903	12/08/2020	12/08/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 1,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY			BP17035903	12/08/2020	12/08/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB EXCESS LIAB DED RETENTION \$			UM17035921	12/08/2020	12/08/2021	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐	N/A	WC17035918	12/08/2020	12/08/2021	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Liquor Liability			BP17035903	12/08/2020	12/08/2021	Liability \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

- Outside/Sidewalk Tables

CERTIFICATE HOLDER

CANCELLATION

City of Lake Geneva
Lake Geneva, WI 53147

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Jodi Cordes



DEPARTMENT OF AGRICULTURE, TRADE AND CONSUMER PROTECTION

License, Permit or Registration

person, firm, or corporation shown below has complied with the Wisconsin statutes and is authorized to engage in the activity indicated.

ACTIVITY Restaurant - Moderate Complexity	EXPIRATION DATE 30-Jun-2021	I.D. NUMBER MMAH-AKGRVY
LICENSEE MAILING ADDRESS OAKFIRE, LLC 831 WRIGLEY DR LAKE GENEVA WI 53147	NOT TRANSFERABLE	BUSINESS / ESTABLISHMENT ADDRESS OAKFIRE 831 WRIGLEY LAKE GENEVA WI 53147

Wisconsin Department of Revenue Seller's Permit

Legal/real name: OAKFIRE LLC

Business name: OAKFIRE PIZZERIA AND RESTAURANT
831 WRIGLEY DRIVE
LAKE GENEVA WI 53147

- This certificate confirms you are registered with the Wisconsin Department of Revenue and authorized in the business of selling tangible personal property and taxable services.
- You may not transfer this permit.
- This permit must be displayed at the place of business and is not valid at any other location.
- If your business is not operated from a fixed location, you must carry or display this permit at all events.

Tax Type

Sales & Use Tax

Account Type

Seller's Permit

Account Number

456-1028656597-02



CITY OF LAKE GENEVA

SIDEWALK CAFÉ PERMIT APPLICATION

PLEASE FILL IN ALL BLANKS COMPLETELY, AS INCOMPLETE APPLICATIONS WILL BE REJECTED.

Please Check:

- | | |
|---|--|
| ☐ Initial Sidewalk Café Permit with Alcohol | ☒ Renewal of Sidewalk Café Permit with Alcohol |
| ☐ Initial Sidewalk Café Permit without Alcohol | ☐ Renewal of Sidewalk Café Permit without Alcohol |

Application Checklist:

- ☒ Certificate of Comprehensive General Liability Insurance naming the City as a party insured against liability resulting from the uses permitted herein. The coverage shall be in an amount not less than \$1,000,000.00. *- requested*
- ☒ **Scaled diagram** which accurately depicts the dimensions of the existing sidewalk area and adjacent private property, the proposed location of the sidewalk café, size and number of tables, seats, bollards (and chains or ropes), planters, umbrellas, location of doorways, tree, signage, parking meters, obstructions (either existing or proposed, within the pedestrian way). *Site plan must depict five (5) feet of unobstructed sidewalk for public use. ?*
- ☒ Copy of restaurant license issued by the Wisconsin Dept. of Health Services and/or Wisconsin Dept. of Agriculture, Trade and Consumer Protection per Wis. Stat. 254.64. ✓
- ☒ Application Fee of \$15.00 per seat: 130 seats x \$15.00 = \$ 1950 ?
(# OF SEATS) (TOTAL FEE)
- ☒ *OK* Alcohol License Premises Extension Application (Initial Applications Only). If the applicant wishes to serve alcohol in the sidewalk café area, the applicant must currently hold a valid license to serve alcohol and submit an application requesting the premises description of the license be amended to include the sidewalk café area. The Alcohol License Premises Extension Application does not need to be submitted if the alcohol license has already been extended to the sidewalk café area.

APPLICANT INFORMATION

Applicant Name: Dimitrius ANAGNOS
Establishment Name: Popeyes Galley & Grog, Ltd.
Address: 811 Wrigley Dr. LAKE GENEVA WI 53147

Do food sales generate more than 50% of gross receipts?

☒ Yes

☐ No

Are you requesting to serve alcoholic beverages?

☒ Yes

☐ No

If so, please provide the following information:

Liquor License Agent Name: Dimitrios Anagnostos

Signature of Agent: [Signature]

Date: 4/14/21

INDEMNIFICATION STATEMENT

I, Dimitrios Anagnostos representing Papayas Gally & Grog as its
(FULL NAME) (ESTABLISHMENT)

CEO

(TITLE)

agree to hold harmless and indemnify the City, its directors, officers, employees and agents, from and against any and all liabilities, losses, claims, demands, damages, fines, penalties, costs and expenses, including, but not limited to, reasonable attorney's fees and costs of litigation, and all causes of action of any kind or character resulting from my use of the public sidewalk as a café. I certify that I have read and understand the rules of Section 62-67 (6) Sidewalk Café permits.

SIGNATURE OF APPLICANT: [Signature]

DATE: 4/14/21

For Office Use Only

Date Filed with Clerk: April 15, 2021

Total Amount: \$ 1,956. Receipt No.: 18.000794

Date Forwarded to Police Chief: April 15, 2021

Police Chief Signature: [Signature]

Approved

Denied

Date Forwarded to Building Inspector: 4/20

Director of Building Inspector Signature: [Signature]

Approved

Denied

Date Forwarded to Director of Public Works:

Director of Public Works Signature: [Signature]

Approved

Denied

5' clearance maintained
Date of FLR/Council Approval (for alcohol license amendment, if applicable): _____

Permit Issue Date: _____ Permit Number: _____

Copies Provided to:

Police Chief
DPW Director

Fire Chief
Zoning Administrator



Each table on sidewalk has an umbrella

POPEYES PATIO

RESTAURANT

RESTAURANT

Popeye's Main Entrance

host

serv

5 FT CLEARANCE

Sidewalk Café
Seats 130

5 FT CLEARANCE

5' clear

Sidewalk exit

2 ft clear

Stanchions for Alcohol Service

Sidewalk exit

2 ft clear

Stanchions for Alcohol Service

Sidewalk exit

2 ft clear

Stanchions for Alcohol Service

Wrigley Drive

Geneva

Lake



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/13/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ansay & Associates, LLC. PW 101 E Grand Ave, Suite 11 Port Washington WI 53074		CONTACT NAME: Laurie Schafer PHONE (A/C, No, Ext): 4144219200 FAX (A/C, No): 414-421-8991 E-MAIL ADDRESS: laurie.schafer@ansay.com	
		INSURER(S) AFFORDING COVERAGE	NAIC #
		INSURER A : Sentry Insurance a Mutual Company	24988
INSURED Popeye's Galley & Grog, Ltd 811 Wrigley Drive Lake Geneva WI 53147		INSURER B : Employers	25402
		INSURER C :	
		INSURER D :	
		INSURER E :	
		INSURER F :	

COVERAGES**CERTIFICATE NUMBER:** 1040204837**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC	Y		A0084838007	2/1/2021	2/1/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 \$
A	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☒ HIRED AUTOS ☒ SCHEDULED AUTOS ☒ NON-OWNED AUTOS			A0084838005	2/1/2021	2/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 0			A0084838008	2/1/2021	2/1/2022	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y / N ☐ N / A		N / A	EIG2708571	2/1/2021	2/1/2022	WC STATUTORY LIMITS E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	LIQUOR LIABILITY			A0084838007	2/1/2021	2/1/2022	Each Occurrence 1,000,000 Aggregate 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Additional Insured status is extended from the general liability policy to all parties specified in the written contract, signed prior to the loss, as per the attached endorsement.

CERTIFICATE HOLDER**CANCELLATION**

City of Lake Geneva
626 Geneva St.
Lake Geneva WI 53147

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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DEPARTMENT OF AGRICULTURE,
TRADE AND CONSUMER PROTECTION

License, Permit or Registration

The person, firm, or corporation shown below has complied with the Wisconsin statutes and is authorized to engage in the activity indicated.

ACTIVITY	EXPIRATION DATE	I.D. NUMBER
Restaurant - Moderate Complexity, Kitchens: 1	30-Jun-2021	DROS-8Y87NU
LICENSEE MAILING ADDRESS	NOT TRANSFERABLE	BUSINESS / ESTABLISHMENT ADDRESS
POPEYES GALLEY & GROG, LTD		POPEYES
[REDACTED]		811 WRIGLEY DR
LAKE GENEVA WI 53147-1117		LAKE GENEVA WI 53147

All Permits expire on June 30th; it is the responsibility of the licensee to make sure all applicable fees are received by the department before July 1st or a late payment fee will be assessed.

If you do not receive a renewal form prior to June 30th from your licensing authority, you should send in your payment for renewing your permit to the following address:

WDATCP-LICENSE RENEWAL
DRAWER 296
MILWAUKEE, WI 53293-0296
(608)224-4720

* Include the name of your facility and the ID number.



CITY OF LAKE GENEVA

SIDEWALK CAFÉ PERMIT APPLICATION

PLEASE FILL IN ALL BLANKS COMPLETELY, AS INCOMPLETE APPLICATIONS WILL BE REJECTED.

Please Check:

- | | |
|---|--|
| ☐ Initial Sidewalk Café Permit with Alcohol | ☒ Renewal of Sidewalk Café Permit with Alcohol |
| ☐ Initial Sidewalk Café Permit without Alcohol | ☐ Renewal of Sidewalk Café Permit without Alcohol |

Application Checklist:

- ☒ Certificate of Comprehensive General Liability Insurance naming the City as a party insured against liability resulting from the uses permitted herein. The coverage shall be in an amount not less than \$1,000,000.00.
- ☒ Scaled diagram which accurately depicts the dimensions of the existing sidewalk area and adjacent private property, the proposed location of the sidewalk café, size and number of tables, seats, bollards (and chains or ropes), planters, umbrellas, location of doorways, tree, signage, parking meters, obstructions (either existing or proposed, within the pedestrian way). *Site plan must depict five (5) feet of unobstructed sidewalk for public use.*
- ☒ Copy of restaurant license issued by the Wisconsin Dept. of Health Services and/or Wisconsin Dept. of Agriculture, Trade and Consumer Protection per Wis. Stat. 254.64.
- ☐ Application Fee of \$15.00 per seat: $\frac{22}{\text{(\# OF SEATS)}} \text{ seats} \times \$15.00 = \$ \frac{330}{\text{(TOTAL FEE)}}$
- ☐ Alcohol License Premises Extension Application (Initial Applications Only). If the applicant wishes to serve alcohol in the sidewalk café area, the applicant must currently hold a valid license to serve alcohol and submit an application requesting the premises description of the license be amended to include the sidewalk café area. The Alcohol License Premises Extension Application does not need to be submitted if the alcohol license has already been extended to the sidewalk café area.

APPLICANT INFORMATION

Applicant Name: GLENEAGLES LLC
Establishment Name: SOPRA
Address: 724 W. MAIN ST. LAKE GENEVA 53147

Do food sales generate more than 50% of gross receipts?

☒ Yes ☐ No

Are you requesting to serve alcoholic beverages?

☒ Yes

☐ No

If so, please provide the following information:

Liquor License Agent Name:

ACASTAIR M. COMMING

Signature of Agent: _____

Date: 4/19/21

INDEMNIFICATION STATEMENT

I, ACASTAIR M. COMMING representing SOPRA as its
(FULL NAME) (ESTABLISHMENT)

AGENT

(TITLE)

agree to hold harmless and indemnify the City, its directors, officers, employees and agents, from and against any and all liabilities, losses, claims, demands, damages, fines, penalties, costs and expenses, including, but not limited to, reasonable attorney's fees and costs of litigation, and all causes of action of any kind or character resulting from my use of the public sidewalk as a café. I certify that I have read and understand the rules of Section 62-67 (6) Sidewalk Café permits.

SIGNATURE OF APPLICANT: _____

DATE: 4/26/21

For Office Use Only

Date Filed with Clerk: 4/20/21

Total Amount: \$ 330

Receipt No.: 15-000833

Date Forwarded to Police Chief: _____

Police Chief Signature: _____

Approved

Denied

Date Forwarded to Building Inspector: 4/27/21

Director of Building Inspector Signature: _____

Approved

Denied

Date Forwarded to Director of Public Works: _____

Director of Public Works Signature: _____

Approved

Denied

Date of FLR/Council Approval (for alcohol license amendment, if applicable): _____

Permit Issue Date: _____ Permit Number: _____

Copies Provided to:

Police Chief
DPW Director

Fire Chief
Zoning Administrator

I'm again requesting approval of the sidewalk cafe seating Plan A. This was the layout approved in 2020. Both owners have again given us approval to use some of their frontage.

It's a far more practical layout for Main St. giving 11' feet of sidewalk compared to the required 5 feet. It doesn't create a bottleneck for pedestrians plus gives up more socially distanced tables.

Many Thanks

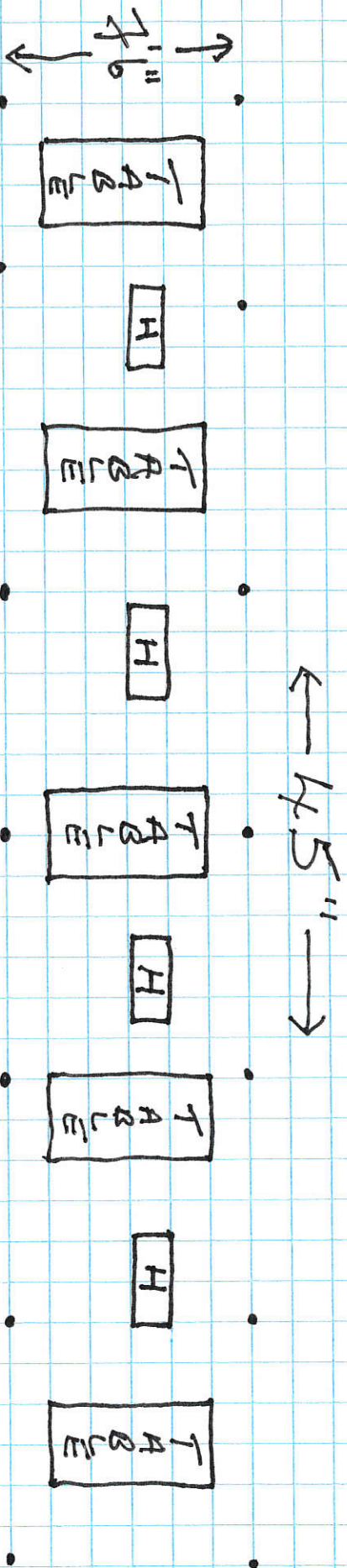
Alarstein



SOPRA

MAIN STREET

PLAN 1.



H = HEATER

11 feet sidewalk



JEWELLER

SOPRA

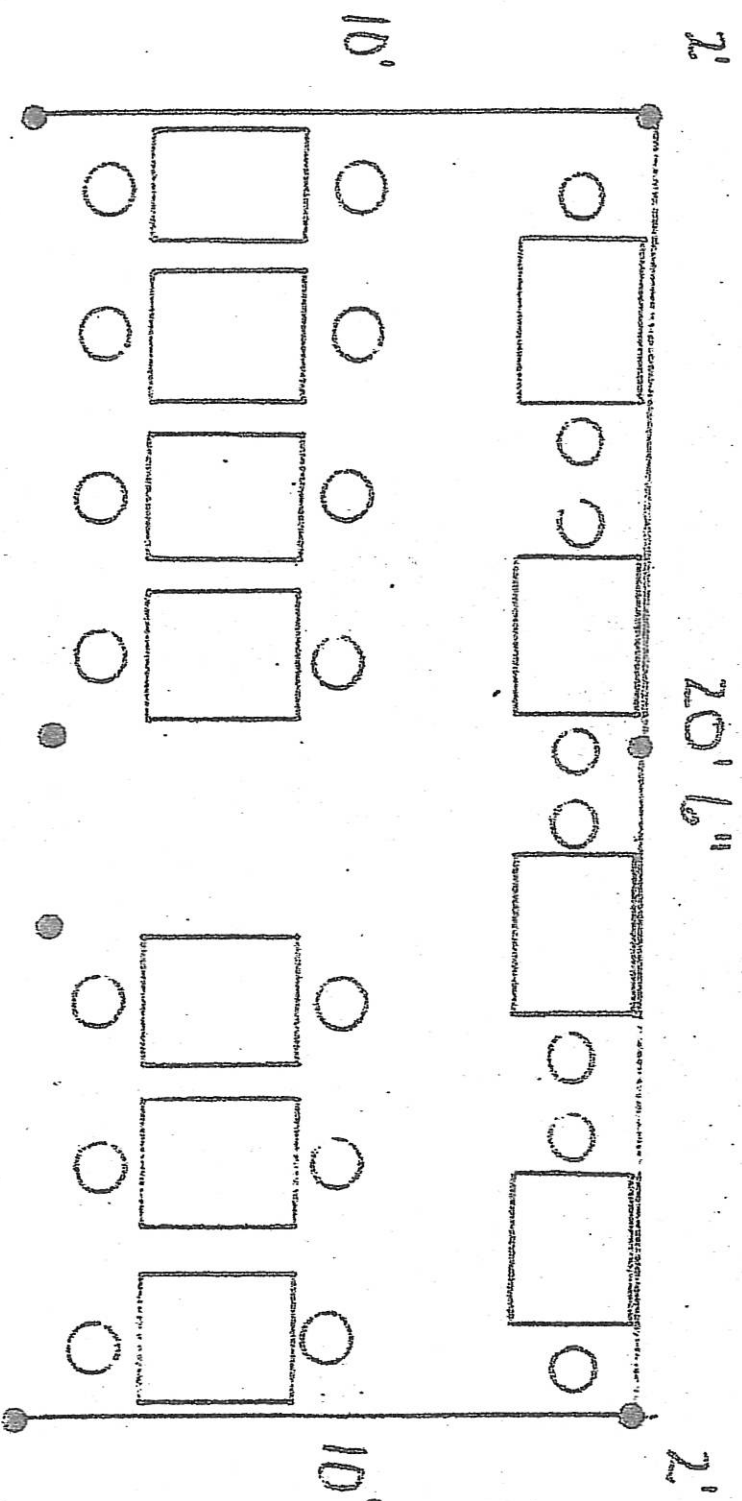
TOY SHOP

6-26-2019

6-26-2019
124 Main St.
Linda Genova

M and St.

FORMER LAYOUT 2019





CITY OF LAKE GENEVA

TAXI COMPANY LICENSE APPLICATION

Please Check:

☐ Original Application

☒ Renewal of Current License

Fees of \$50.00 for first car and \$25.00 per each additional car are due upon application

Annual License Expires June 30th each year

Please fill in all blanks completely, as incomplete applications will be rejected.

NOTE: Application must be accompanied by the following documents:

- ☐ Copy of policy of liability insurance covering all vehicles, insuring the licensee against loss from liability to the amount of \$300,000 for the injury or death of one or more persons and in the amount of \$100,000 for damage to property of others for any one accident due to negligent operation of vehicle.
- ☐ Copy of certificate of inspection signed by a reputable automobile mechanic or public garage owner certifying that the vehicle sought to be licensed is mechanically sound and in a thoroughly safe condition for the transportation of passengers and in clean, fit and good appearance.
- ☐ Taxi/Trolley Driver License Application(s) for any drivers who are not currently licensed with the City of Lake Geneva.

ANY APPLICATION SUBMITTED WITHOUT THE REQUIRED DOCUMENTATION SHALL BE CONSIDERED INCOMPLETE AND REJECTED.

BUSINESS INFORMATION

Business Name: Lakefront Shuttle

Bus. Address (Physical): 300 Wrigley Dr

Mailing Address (if different): _____

City, State, Zip: Lake Geneva, WI 53147

BUSINESS OWNER/AGENT INFORMATION

Owner/Agent Name: Robert McAllister

PLEASE ANSWER THE FOLLOWING QUESTIONS COMPLETELY

1. Have you been previously licensed to operate a taxicab company? ☒ YES ☐ NO
If Yes, please state where: Lake Geneva
2. Have you ever had a license revoked? YES ☒ NO
If Yes, please explain: _____

TAXI VEHICLE INFORMATION

Total Number of Vehicles to be operated: 2

Vehicle #1

<u>Ford</u>	<u>E450</u>	<u>2005</u>
Make	Model	Year
<u>12+ Driver</u>		

Vehicle #2

<u>Thomas</u>	<u>HDX</u>	<u>2007</u>
Make	Model	Year
<u>46+ Driver</u>		
Capacity	License Plate No.	

Vehicle #3		
Make	Model	Year
Capacity	License Plate No.	
VIN	Certificate of Title No.	

Vehicle #4		
Make	Model	Year
Capacity	License Plate No.	
VIN	Certificate of Title No.	

APPLICANT SIGNATURE

R. H. Smith DATE: 4/22/21

For Office Use Only

Date Filed: <u>4/22/21</u>	Police Chief
Receipt No: <u>15000862</u>	Recommendation: <u><i>[Signature]</i></u>
Total Amount: <u>75.00</u>	Approved ☒ Denied ☐
Forwarded to Police Chief: <u>April 22, 2021</u>	City Attorney Approval of Liability Insurance: _____
Forwarded to City Attorney: _____	License Date: _____
Verified: Stark ☐ MSI ☐	License Number: _____
Notes: _____	
FLR Approval: _____	
Council Approval: _____	

VEHICLE SAFETY INSPECTION

Instructions: The licensee shall provide this form to the garage, dealership or auto repair shop to be completed by the inspector upon completion of the vehicle inspection. The licensee shall submit the completed form to the City Clerk.

Robert M^c Allister
 Vehicle Owner/Agent Name

Vehicle - Year <i>2005</i>	Make <i>Ford</i>	Model <i>E450</i>	Color <i>White</i>	Odometer Reading <i>103242</i>	
Name - Inspecting Company or Agency <i>M. Key Auto Repair</i>			Name - Inspector <i>Jack</i>		
Address <i>923 W. William St</i>			City <i>Lake Geneva</i>	State <i>WI</i>	Zip Code <i>53147</i>

VEHICLE INSPECTION CHECKLIST

Item	Pass	Repair / Replace	Item	Pass	Repair / Replace
BRAKES	☒	☐	SAFETY FEATURES	☒	☐
1. Failure indicator light	☒	☐	17. Turn signals operational	☒	☐
2. System integrity	☒	☐	18. Head lights	☒	☐
3. Pedal reserve	☒	☐	19. Tail lights	☒	☐
4. Disc / drum condition	☒	☐	20. Brake lights	☒	☐
5. Hoses and assembly	☒	☐	21. Horn	☒	☐
SUSPENSION	☒	☐	22. Windows / Windshield (cracks / chips)	☒	☐
6. Shock absorbers / struts	☒	☐	23. Front seat safety belts condition	☒	☐
7. Springs	☒	☐	24. Back seat safety belts condition	☒	☐
8. Shackles	☒	☐	25. Door locks operational	☒	☐
9. Modifications	☒	☐	WIPERS / WIPER BLADES	☒	☐
STEERING	☒	☐	26. Wipers operational	☒	☐
10. Lash	☒	☐	27. Blades contact	☒	☐
11. Free turning	☒	☐	28. Blades condition	☒	☐
12. Linkage play	☒	☐	TIRES - FRONT	Lft	Rt
13. Power system	☒	☐	29. Tread depth	☒	☒
EXHAUST SYSTEM	☒	☐	30. Matching	☒	☒
14. Leaks	☒	☐	31. Condition	☒	☒
15. Legal muffler	☒	☐	TIRES - REAR	Lft	Rt
16. Tailpipe	☒	☐	32. Tread depth	☒	☒
			33. Matching	☒	☒
			34. Condition	☒	☒

Brief Comments - Refer to Item Number

SIGNATURE - Inspector

John Seidel

Date - Inspection

4-15-21

VEHICLE SAFETY INSPECTION

Instructions: The licensee shall provide this form to the garage, dealership or auto repair shop to be completed by the inspector upon completion of the vehicle inspection. The licensee shall submit the completed form to the City Clerk.

Robert McAllister
Vehicle Owner/Agent Name

Vehicle - Year 2007 Make Thomas Model HDX Color White Odometer Reading 222861

Name - Inspecting Company or Agency Nelsons bus service Inc. Name - Inspector Chris Ruesch

Address W8608 Willis Ray RD City Whitewater State WI Zip Code 53190

VEHICLE INSPECTION CHECKLIST

Item	Pass	Repair / Replace	Item	Pass	Repair / Replace
BRAKES	☒	☐	SAFETY FEATURES	☒	☐
1. Failure indicator light	☒	☐	17. Turn signals operational	☒	☐
2. System integrity	☒	☐	18. Head lights	☒	☐
3. Pedal reserve	☒	☐	19. Tail lights	☒	☐
4. Disc / drum condition	☒	☐	20. Brake lights	☒	☐
5. Hoses and assembly	☒	☐	21. Horn	☒	☐
SUSPENSION	☒	☐	22. Windows / Windshield (cracks / chips)	☒	☐
6. Shock absorbers / struts	☒	☐	23. Front seat safety belts condition	☒	☐
7. Springs	☒	☐	24. Back seat safety belts condition	☒	☐
8. Shackles	☒	☐	25. Door locks operational	☒	☐
9. Modifications	☒	☐	WIPERS / WIPER BLADES	☒	☐
STEERING	☒	☐	26. Wipers operational	☒	☐
10. Lash	☒	☐	27. Blades contact	☒	☐
11. Free turning	☒	☐	28. Blades condition	☒	☐
12. Linkage play	☒	☐	TIRES - FRONT	Lft	Rt
13. Power system	☒	☐	29. Tread depth	☒	☒
EXHAUST SYSTEM	☒	☐	30. Matching	☒	☒
14. Leaks	☒	☐	31. Condition	☒	☒
15. Legal muffler	☒	☐	TIRES - REAR	Lft	Rt
16. Tailpipe	☒	☐	32. Tread depth	☒	☒
			33. Matching	☒	☒
			34. Condition	☒	☒

Brief Comments - Refer to Item Number

SIGNATURE - Inspector

[Signature]

Date - Inspection

4/20/21



CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YY)
04/29/2021 10:42 AM

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER.
THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Glass Insurance Center 500 Commercial Ct Suite 500 Lake Geneva, WI 53147	CONTACT NAME: Risk Placement Services, Inc. PHONE: 7158324000 FAX: [A/C, No]: E-MAIL: [A/C, No]: ADDRESS:
INSURED ROBERT MCALLISTER DBA: LAKE FRONT SHUTTLE PO BOX 163 LAKE GENEVA, WI 53147	INSURER(S) AFFORDING COVERAGE INSURER A: NATIONAL LIABILITY & FIRE INSURANCE NAIC #: 20052 INSURER B: COMPANY INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: 489,061 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☐ LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS -- COMP/OP AGG \$ \$
A	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ HIRED AUTOS ☒ SCHEDULED AUTOS ☐ NON-OWNED AUTOS			73APR390025	08/18/2020 12:01 AM	08/18/2021 12:01 AM	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ N/A BODILY INJURY (Per accident) \$ N/A PROPERTY DAMAGE (Per accident) \$ N/A
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					PER STATUTE OTH-ER E. L. EACH ACCIDENT \$ E. L. DISEASE -- EA EMPLOYEE \$ E. L. DISEASE -- POLICY LIMIT \$ \$ \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

When this policy is cancelled, the Company agrees to provide 10 days advance notice to the Certificate Holder.

Year, Make, Model, VIN	Collision	Comp or Spec. Caus.	Stated Amount	Phys. Dam. Deductible	In-Tow Limit	Cargo Limit
2005 FORD E450 1FDXE45S55HB31415		N/A	N/A	N/A	N/A	N/A

CERTIFICATE HOLDER

CITY OF LAKE GENEVA
626 GENEVA STREET
LAKE GENEVA, WI 53147

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YY)
04/29/2021 10:42 AM

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PRODUCER Glass Insurance Center 500 Commercial Ct Suite 500 Lake Geneva, WI 53147	CONTACT NAME: Risk Placement Services, Inc.	
	PHONE (A/C. No. Ext): 7158324000	FAX (A/C. No.):
INSURED LAKEFRONT SHUTTLE LLC PO BOX 163 LAKE GENEVA, WI 53147	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: NATIONAL LIABILITY & FIRE INSURANCE	
	INSURER B: COMPANY	
	INSURER C:	
	INSURER D:	
INSURER E:		
INSURER F:		
NAIC # 20052		

COVERAGES **CERTIFICATE NUMBER:** 489,061 **REVISION NUMBER:**

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☐ LOC ☐ OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS -- COMP/OP AGG \$ \$
A	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☒ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS			73APR394758	02/26/2021 12:01 AM	02/26/2022 12:01 AM	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ N/A BODILY INJURY (Per accident) \$ N/A PROPERTY DAMAGE (Per accident) \$ N/A
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$ ☐						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N ☐ (Mandatory in NH) ☐ If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					PER STATUTE ☐ OTH-ER ☐ E. L. EACH ACCIDENT \$ E. L. DISEASE -- EA EMPLOYEE \$ E. L. DISEASE -- POLICY LIMIT \$ \$ \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

When this policy is cancelled, the Company agrees to provide 10 days advance notice to the Certificate Holder.

Year, Make, Model, VIN	Collision	Comp or Spec. Caus.	Stated Amount	Phys. Dam. Deductible	In-Tow Limit	Cargo Limit
2008 THOMAS BUS 1T7YU4C2981293109		N/A	N/A	N/A	N/A	N/A

CERTIFICATE HOLDER**CITY OF LAKE GENEVA**
626 GENEVA STREET
LAKE GENEVA, WI 53147**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



CITY OF LAKE GENEVA EVENT PERMIT APPLICATION

Please fill in all blanks completely, as incomplete applications will be rejected.

Applications must be submitted

AT LEAST 4 WEEKS prior to the proposed event date for approval.

Section I- APPLICANT INFORMATION

Name of Applicant: Badger High School
Name of Event Organizer/Producer: Jennifer Strause - Principal
Production Company/Organization: Badger Graduation FEIN #: _____
Street Address: 220 E. South Street
City: Lake Geneva State: WI Zip code: 53147

Are you a ☐ For-Profit OR ☐ Non-Profit Organization 501(c) _____

EIN # (Tax Exempt Number): 39-6025357

*All non-profits must present a copy of their current Tax ID- EIN#

Section II- EVENT INFORMATION- Check the proper category

☐ **Public Assembly Permit- *Non-Profit: No Charge; Otherwise: \$60.00 per day Fee**

(Meet one or more criteria) Single day event use of City of Lake Geneva facilities with NO street, parking or intersection closures, attendance under 500, NO serving of alcohol in public space.

☐ **Block Parties or use of Gazebo for 1 Hour Photo Ops: * Non-profit: No Charge; Otherwise: \$75.00 Fee**

Small event limited to one street with 4 barricades in a neighborhood or gazebo in Flat Iron Park.

☒ **Tier 1 Events: *Non-Profit: No Charge; Otherwise: \$250.00 Fee for an event up to seven days; additional \$50.00 per day thereafter**

(Meet one or more criteria) Rolling closure of streets, public walkway, limited parking stalls or intersection closures that do not impact public use, attendance of 501 to 3,000, four (4) hours or less of alcohol sales or serving, majority use of a city park(s), or other municipal facility.

☐ **Tier 2 Events: *Non-Profit: No Charge; Otherwise: \$500.00 Fee for an event up to seven days; additional \$100.00 per day thereafter**

(Meets one or more criteria) Non-profit or not-for-profit organization offering multiple-day events, attendance of more than 3,000+, more than four (4) hours of alcohol sales or serving, and/or exclusive use of City park(s), street(s), limited parking stalls, or other municipal facility.

Note: Seminary (includes the use of the Shelter) and Flat Iron Park (includes the use of Brunk Pavilion) have 3 available picnic tables and 10 benches which you can select as part of your event permit. Any additional picnic tables, benches, or barricades needed should be directed to a rental company.

1. Title of Event: Badger High School Graduation Ceremony
2. Date(s) of Event: June 16th 2021 (RAIN DATE 6/7/21)
3. Location(s) of Event: Badger High School - Lake Geneva Middle School
4. Hours: 12:30pm - 3:30pm (June 6 + 7)
Note: Start Time & End Time
5. Event Chair/Contact Person: Principal Straus Phone: [REDACTED]
6. Day of Event Contact Name: _____ Phone: _____
7. Is the event open to the public? ☒ Yes ☐ No
8. Will you charge an admission fee? ☐ Yes ☒ No
9. Estimated Attendance Number: 1350
10. Basis for estimate: 333 graduates, 4 family members + staff
11. Will you be setting up a tent? ☐ Yes ☒ No

If yes, list the location, size, Rental Company, and proof of completion of locates.

12. Will there be any animals? ☐ Yes ☒ No

If yes, what type and how many: _____

13. Attach a detailed description of proposed event with map of the exact location of the event and/or route.

14. Description of plan for handling refuse collection and after-event clean-up:

Badger Custodial Staff to clean-up.

15. Description of plan for providing event security (if applicable):

Lake Geneva Police department, School Liason: Officer Ward

16. Will there be fireworks or pyrotechnics at your event?

☐ Yes ☒ No

If yes, please attach a fireworks display permit or application.

17. Will your event include the sale of beer and/or wine?

☐ Yes ☒ No

If yes, please attach a completed Temporary Alcohol License & Temporary Operator License Application.

18. Will you or any other vendors be selling food or merchandise?

☐ Yes ☒ No

If yes, please attach list of proposed vendors, including business name and type of food/merchandise sold.

19. Do you intend to use the available picnic tables and benches in the location?

☐ Yes ☒ No

Continue to next page...

Section III- STREET USE

☐ Check if this section does not apply

Required for any event using a public street. Per Sec. 62-243 of the municipal code, this application must include the following attachments:

☒ Certificate of Comprehensive General Liability Insurance with the City, its employees and agents as additional insured with coverage for contractual liability with minimum limits of \$500,000 per occurrence for bodily injury and property damage limits of \$250,000 per occurrence. (Attached Google Map & Insurance form)

N/A

☐ Petition signed by more than half of the residential dwelling units and/or commercial units residing along that portion of the street designated for the proposed use or whose property is denied access by virtue of the granting of the permit.

1. Description of portion(s) of road(s) to be used:

Road closures must include rental of barricades; must be coordinated with the City of Lake Geneva Department of Public Works

Wells Street - see attached Google Map

2. Will any parking stalls be used or blocked during the event?

☐ Yes ☒ No

Parking Stall daily fees or bagging of Parking Stall fees are not included with the event permit fee; arrangements must be made with the City of Lake Geneva Parking Manager

Dates of Use: _____

Total Number of Parking Stalls being Requested: _____

Parking Stall Number(s) and Location: _____

3. Description of Signage to be used during event:

Badger High School GRADUATION

**The use of City Street Banner poles will require a separate, complete Street Banner Display Application*

4. Anticipated Services

Please indicate below any additional services you are requesting for your event. Estimated Fees or Deposits for these services may be required prior to issuance of permit(s)

☐ Electricity; Explain: _____

☐ Water; Explain: _____

☒ Traffic Control; Explain: to close Wells Street - for students to parade to LGMS

☒ Police Services; Explain: to maintain Street closure, traffic

☐ Fire/EMS Services; Explain: _____

☐ Other; Explain: _____

***Please note:** The City of Lake Geneva, the Police Department and/or Fire Department have the right to cancel an event due to inclement weather or any safety risk.

***All Parks and Public Spaces must be left the way they were originally found. A credit card is required to be placed on file with the City Clerk's office should the park or public space incur any damage or has not been cleaned up. Any charges will be communicated to the card holder prior to credit card processing.**

Name on Card: _____

Credit Card #: _____

Expiration Date: ____/____/____ CVV#: _____

Billing Address: _____

City, State, Zip Code: _____

N/A

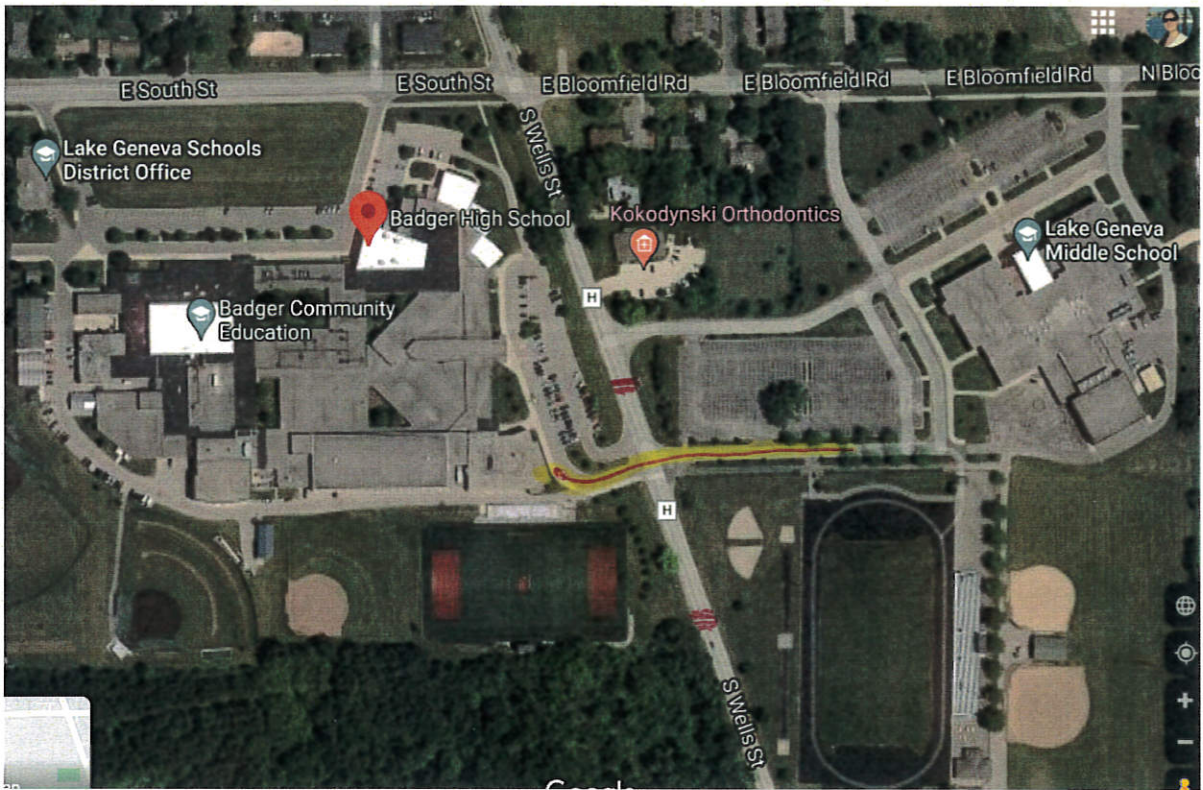
The applicant for her/himself and for other persons, organizations, firms and corporations, if any listed in this application, being of sound mind and body, do hereby freely, voluntarily and knowingly, now and for all times, fully save and hold harmless and defend, the CITY OF LAKE GENEVA, a Wisconsin Municipal Corporation located in the Walworth County, and each and every of its elected and appointed officials, employees, representatives, agents, heirs, and assigns, jointly and severally from and against any and all claims, causes of action, actions, liabilities, demands, losses, damages, and/or expenses of whatsoever kind and nature including counsel or attorneys' fees, which I have or may, at any time, incur or sustain arising from, resulting from, incurred in consequence of, or pertaining to, any and all intentional and negligent acts, omissions, incidents, activities and transactions, of whatever kind and nature, direct or indirect, of mine own and those of or by the CITY OF LAKE GENEVA, and each and every of its elected and appointed officials, employees, representatives, and agents, regardless of when or where, occurring or arising from this event.

Applicant Signature: _____



Date: _____

4/20/21



path of students



closure



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/23/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER M3 Insurance Solutions, Inc. 1425 Discovery Parkway Wauwatosa WI 53226	CONTACT NAME: Brianna Schwanke		
	PHONE (A/C, No, Ext): 262-524-6026	FAX (A/C, No): 608-273-1725	
	E-MAIL ADDRESS: brianna.schwanke@m3ins.com		
	PRODUCER CUSTOMER ID #: LAKEGEN-01		
INSURED Lake Geneva Union High School 208 South Street Lake Geneva WI 53147	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : EMCASCO Insurance Company		21407
	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		
	INSURER F :		

COVERAGES**CERTIFICATE NUMBER:** 620495717**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC			5D14931	7/1/2020	7/1/2021	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DEDUCTIBLE RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N / A				WC STATUTORY LIMITS ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

Town of Bloomfield PO Box 704 Pell Lake WI 53157	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/23/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER M3 Insurance Solutions, Inc. 1425 Discovery Parkway Wauwatosa WI 53226	CONTACT NAME: Brianna Schwanke PHONE (A/C, No, Ext): 262-524-6026 E-MAIL ADDRESS: brianna.schwanke@m3ins.com PRODUCER CUSTOMER ID #: LAKEGEN-01	FAX (A/C, No): 608-273-1725
INSURED Lake Geneva Union High School 208 South Street Lake Geneva WI 53147	INSURER(S) AFFORDING COVERAGE	
	INSURER A : EMCASCO Insurance Company	NAIC # 21407
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES**CERTIFICATE NUMBER:** 1772850891**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC			5D14931	7/1/2020	7/1/2021	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DEDUCTIBLE RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				WC STATU-TORY LIMITS ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER

City of Lake Geneva 626 Geneva Street Lake Geneva WI 53147	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Brianna Schwanke</i>
--	--

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For Office Use Only

Date Filed with Clerk: 4/26/21 Payment Amount: \$ N/A

Receipt #:

City Clerk/Administrator Signature: [Signature] Date: 4/26/2021

☒ Approve ☐ Denied Notes: _____

Police Chief Signature: [Signature] Date: 4-29-2021

☒ Approve ☐ Denied Notes: _____

Fire Chief Signature: _____ Date: _____

☐ Approve ☐ Denied Notes: _____

DPW Signature: [Signature] Date: 5-12-21

☒ Approve ☐ Denied Notes: _____

Parking Signature: _____ Date: _____

☐ Approve ☐ Denied Notes: _____

Harbormaster Signature: _____ Date: _____

☐ Approve ☐ Denied Notes: _____

Tier I & Tier II Events Only:

FLR Meeting Date: _____

Council Meeting Date: _____

City of Lake Geneva- Event Permit

Save the Date Form

Per the City of Lake Geneva Event Permit Policy, events held annually have the ability to reserve future dates for that event no more than three years after the current event being applied for.

Completion of this form is not meant to replace the application process for a City of Lake Geneva Event permit. A new event permit application will need to be completed for every future event.

Event Name: Badger HS Graduation

Event Date: YR 2021: 6/6/21

YR 2021: 6/7/21 rain date

YR 20____: _____

All Park Facilities: _____

Name of Sponsoring Organization: Badger High School

If Non-profit or Not-for-Profit: Tax ID / EIN #: _____

Contact First Name: _____ Last Name: _____

Phone/Mobile: _____

Email: _____

Notes/Request: _____



CITY OF LAKE GENEVA EVENT PERMIT APPLICATION

Please fill in all blanks completely, as incomplete applications will be rejected.

Applications must be submitted

AT LEAST 4 WEEKS prior to the proposed event date for approval.

Section I- APPLICANT INFORMATION

Name of Applicant: MAYOR CHARLENE KLEIN

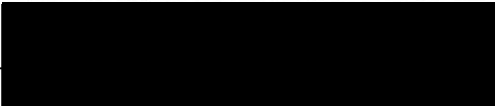
Name of Event Organizer/Producer: Ø

Production Company/Organization: CITY OF LAKE GENEVA FEIN #: _____

Street Address: 626 GENEVA ST.

City: LAKE GENEVA State: WI Zip code: 53147

E-mail Address: mayor@cityoflakegeneva.com

Daytime Phone: _____ Cell Phone: 

Are you a ☐ For-Profit OR ☒ Non-Profit Organization 501(c) _____

EIN # (Tax Exempt Number): 39-6005495

*All non-profits must present a copy of their current Tax ID- EIN#

Section II- EVENT INFORMATION- Check the proper category

☐ **Public Assembly Permit- *Non-Profit: No Charge; Otherwise: \$60.00 per day Fee**

(Meet one or more criteria) Single day event use of City of Lake Geneva facilities with NO street, parking or intersection closures, attendance under 500, NO serving of alcohol in public space.

☐ **Block Parties or use of Gazebo for 1 Hour Photo Ops: * Non-profit: No Charge; Otherwise: \$75.00 Fee**

Small event limited to one street with 4 barricades in a neighborhood or gazebo in Flat Iron Park.

☐ **Tier 1 Events: *Non-Profit: No Charge; Otherwise: \$250.00 Fee for an event up to seven days; additional \$50.00 per day thereafter**

(Meet one or more criteria) Rolling closure of streets, public walkway, limited parking stalls or intersection closures that do not impact public use, attendance of 501 to 3,000, four (4) hours or less of alcohol sales or serving, majority use of a city park(s), or other municipal facility.

☒ **Tier 2 Events: *Non-Profit: No Charge; Otherwise: \$500.00 Fee for an event up to seven days; additional \$100.00 per day thereafter**

(Meets one or more criteria) Non-profit or not-for-profit organization offering multiple-day events, attendance of more than 3,000+, more than four (4) hours of alcohol sales or serving, and/or exclusive use of City park(s), street(s), limited parking stalls, or other municipal facility.

Note: Seminary (includes the use of the Shelter) and Flat Iron Park (includes the use of Brunk Pavilion) have 3 available picnic tables and 10 benches which you can select as part of your event permit. Any additional picnic tables, benches, or barricades needed should be directed to a rental company.

1. Title of Event: NEW YEARS EVE GALA
2. Date(s) of Event: 12/31/21
3. Location(s) of Event: RIVIERA BALLROOM
4. Hours: 7 PM - MIDNIGHT
Note: Start Time & End Time
5. Event Chair/Contact Person: CHARLENE KLEIN Phone: [REDACTED]
6. Day of Event Contact Name: 11 Phone: [REDACTED]
7. Is the event open to the public? ☒ Yes ☐ No
8. Will you charge an admission fee? ☒ Yes ☐ No
9. Estimated Attendance Number: 200 - 250
10. Basis for estimate: RIVIERA CAPACITY
11. Will you be setting up a tent? ☐ Yes ☒ No

If yes, list the location, size, Rental Company, and proof of completion of locates.

12. Will there be any animals? ☐ Yes ☒ No

If yes, what type and how many: _____

13. Attach a detailed description of proposed event with map of the exact location of the event and/or route.

14. Description of plan for handling refuse collection and after-event clean-up:

STAFF

15. Description of plan for providing event security (if applicable):

STAFF

16. Will there be fireworks or pyrotechnics at your event?

☐ Yes ☒ No

If yes, please attach a fireworks display permit or application.

17. Will your event include the sale of beer and/or wine?

☒ Yes ☐ No

If yes, please attach a completed Temporary Alcohol License & Temporary Operator License Application.

18. Will you or any other vendors be selling food or merchandise?

☐ Yes ☒ No

If yes, please attach list of proposed vendors, including business name and type of food/merchandise sold.

19. Do you intend to use the available picnic tables and benches in the location?

☐ Yes ☒ No

Continue to next page...

Section III- STREET USE

☒ Check if this section does not apply

Required for any event using a public street. Per Sec. 62-243 of the municipal code, this application must include the following attachments:

- ☐ Certificate of Comprehensive General Liability Insurance with the City, its employees and agents as additional insured with coverage for contractual liability with minimum limits of \$500,000 per occurrence for bodily injury and property damage limits of \$250,000 per occurrence.
- ☐ Petition signed by more than half of the residential dwelling units and/or commercial units residing along that portion of the street designated for the proposed use or whose property is denied access by virtue of the granting of the permit.

1. Description of portion(s) of road(s) to be used:

Road closures must include rental of barricades; must be coordinated with the City of Lake Geneva Department of Public Works

2. Will any parking stalls be used or blocked during the event?

☐ Yes ☐ No

Parking Stall daily fees or bagging of Parking Stall fees are not included with the event permit fee; arrangements must be made with the City of Lake Geneva Parking Manager

Dates of Use: 12/31/21

Total Number of Parking Stalls being Requested: _____

Parking Stall Number(s) and Location: _____

3. Description of Signage to be used during event: NONE

**The use of City Street Banner poles will require a separate, complete Street Banner Display Application*

4. Anticipated Services

Please indicate below any additional services you are requesting for your event. Estimated Fees or Deposits for these services may be required prior to issuance of permit(s)

☐ **Electricity;** Explain: _____

☐ **Water;** Explain: _____

☐ **Traffic Control;** Explain: _____

☐ **Police Services;** Explain: _____

☐ **Fire/EMS Services;** Explain: _____

☐ **Other;** Explain: _____

***Please note:** The City of Lake Geneva, the Police Department and/or Fire Department have the right to cancel an event due to inclement weather or any safety risk.

***All Parks and Public Spaces must be left the way they were originally found. A credit card is required to be placed on file with the City Clerk's office should the park or public space incur any damage or has not been cleaned up. Any charges will be communicated to the card holder prior to credit card processing.**

Name on Card: _____

Credit Card #: _____

Expiration Date: ____/____/____ CVV#: _____

Billing Address: _____

City, State, Zip Code: _____

The applicant for her/himself and for other persons, organizations, firms and corporations, if any listed in this application, being of sound mind and body, do hereby freely, voluntarily and knowingly, now and for all times, fully save and hold harmless and defend, the CITY OF LAKE GENEVA, a Wisconsin Municipal Corporation located in the Walworth County, and each and every of its elected and appointed officials, employees, representatives, agents, heirs, and assigns, jointly and severally from and against any and all claims, causes of action, actions, liabilities, demands, losses, damages, and/or expenses of whatsoever kind and nature including counsel or attorneys' fees, which I have or may, at any time, incur or sustain arising from, resulting from, incurred in consequence of, or pertaining to, any and all intentional and negligent acts, omissions, incidents, activities and transactions, of whatever kind and nature, direct or indirect, of mine own and those of or by the CITY OF LAKE GENEVA, and each and every of its elected and appointed officials, employees, representatives, and agents, regardless of when or where, occurring or arising from this event.

Applicant Signature: Charlene Klein Date: 4-26-21

New Years Eve Gala – Friday, December 21, 2021

This is another gala event to expose attendees to the newly renovated Riviera Ballroom and will feature the Swing Nouvea Orchestra from Milwaukee. Shari Straube is leading the committee along with Mayor Charlene Klein. This will likely be another fundraising event TBD. As of this date, the Rotary group will be providing the beverage service.

For Office Use Only

Date Filed with Clerk: April 27, 2021 Payment Amount: \$ _____

Receipt #: _____

City Clerk/Administrator Signature: [Signature] Date: Apr 27, 2021

☒ Approve ☐ Denied Notes: [Signature]

Police Chief Signature: [Signature] Date: 4-29-2021

☒ Approve ☐ Denied Notes: _____

Fire Chief Signature: _____ Date: _____

☐ Approve ☐ Denied Notes: _____

DPW Signature: [Signature] Date: 5-12-21

☒ Approve ☐ Denied Notes: _____

Parking Signature: _____ Date: _____

☐ Approve ☐ Denied Notes: _____

Harbormaster Signature: _____ Date: _____

☐ Approve ☐ Denied Notes: _____

Tier I & Tier II Events Only:

FLR Meeting Date: _____

Council Meeting Date: _____



CITY OF LAKE GENEVA EVENT PERMIT APPLICATION

Please fill in all blanks completely, as incomplete applications will be rejected.

Applications must be submitted

AT LEAST 4 WEEKS prior to the proposed event date for approval.

Section I- APPLICANT INFORMATION

Name of Applicant: MAYOR CHARLENE KLEIN

Name of Event Organizer/Producer: CITY OF LAKE GENEVA

Production Company/Organization: _____ FEIN #: _____

Street Address: 626 GENEVA ST.

City: LAKE GENEVA State: WI Zip code: 53147

E-mail Address: mayor@cityoflakegeneva.com

Daytime Phone: _____ Cell Phone: _____

Are you a ☐ For-Profit OR ☒ Non-Profit Organization 501(c) _____

EIN # (Tax Exempt Number): 39-6005495

*All non-profits must present a copy of their current Tax ID- EIN#

Section II- EVENT INFORMATION- Check the proper category

☐ Public Assembly Permit- **Non-Profit: No Charge; Otherwise: \$60.00 per day Fee*

(Meet one or more criteria) Single day event use of City of Lake Geneva facilities with NO street, parking or intersection closures, attendance under 500, NO serving of alcohol in public space.

☐ Block Parties or use of Gazebo for 1 Hour Photo Ops: ** Non-profit: No Charge; Otherwise: \$75.00 Fee*

Small event limited to one street with 4 barricades in a neighborhood or gazebo in Flat Iron Park.

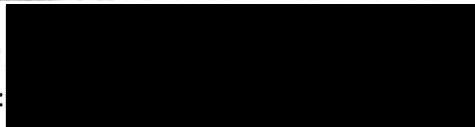
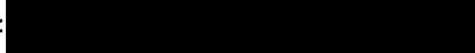
☒ Tier 1 Events: **Non-Profit: No Charge; Otherwise: \$250.00 Fee for an event up to seven days; additional \$50.00 per day thereafter*

(Meet one or more criteria) Rolling closure of streets, public walkway, limited parking stalls or intersection closures that do not impact public use, attendance of 501 to 3,000, four (4) hours or less of alcohol sales or serving, majority use of a city park(s), or other municipal facility.

☒ Tier 2 Events: **Non-Profit: No Charge; Otherwise: \$500.00 Fee for an event up to seven days; additional \$100.00 per day thereafter*

(Meets one or more criteria) Non-profit or not-for-profit organization offering multiple-day events, attendance of more than 3,000+, more than four (4) hours of alcohol sales or serving, and/or exclusive use of City park(s), street(s), limited parking stalls, or other municipal facility.

Note: Seminary (includes the use of the Shelter) and Flat Iron Park (includes the use of Brunk Pavilion) have 3 available picnic tables and 10 benches which you can select as part of your event permit. Any additional picnic tables, benches, or barricades needed should be directed to a rental company.

1. Title of Event: "STRING OF PEARLS" GALA
2. Date(s) of Event: 8/28/21
3. Location(s) of Event: RIVIERA BALLROOM
4. Hours: 6 pm - 11 pm
Note: Start Time & End Time
5. Event Chair/Contact Person: CHARLENE KLEIN Phone: 
6. Day of Event Contact Name: " " Phone: 
7. Is the event open to the public? ☒ Yes ☐ No
8. Will you charge an admission fee? ☒ Yes ☐ No
9. Estimated Attendance Number: 200
10. Basis for estimate: RIV CAPACITY & DISTANCING
11. Will you be setting up a tent? ☐ Yes ☒ No

If yes, list the location, size, Rental Company, and proof of completion of locates.

12. Will there be any animals? ☐ Yes ☒ No

If yes, what type and how many: _____

13. Attach a detailed description of proposed event with map of the exact location of the event and/or route.

14. Description of plan for handling refuse collection and after-event clean-up:

CITY STAFF

15. Description of plan for providing event security (if applicable):

CITY STAFF

16. Will there be fireworks or pyrotechnics at your event? ☐ Yes ☒ No

If yes, please attach a fireworks display permit or application. (~~attach~~)

17. Will your event include the sale of beer and/or wine? ☒ Yes ☐ No

If yes, please attach a completed Temporary Alcohol License & Temporary Operator License Application.

GENEVA LAKE MUSEUM PROVIDING ALCOHOL SERVICE

18. Will you or any other vendors be selling food or merchandise? ☐ Yes ☒ No

If yes, please attach list of proposed vendors, including business name and type of food/merchandise sold.

19. Do you intend to use the available picnic tables and benches in the location? ☐ Yes ☒ No

Continue to next page...

Section III- STREET USE

☒ Check if this section does not apply

Required for any event using a public street. Per Sec. 62-243 of the municipal code, this application must include the following attachments:

- ☐ Certificate of Comprehensive General Liability Insurance with the City, its employees and agents as additional insured with coverage for contractual liability with minimum limits of \$500,000 per occurrence for bodily injury and property damage limits of \$250,000 per occurrence.
- ☐ Petition signed by more than half of the residential dwelling units and/or commercial units residing along that portion of the street designated for the proposed use or whose property is denied access by virtue of the granting of the permit.

1. Description of portion(s) of road(s) to be used:

Road closures must include rental of barricades; must be coordinated with the City of Lake Geneva Department of Public Works

N/A

2. Will any parking stalls be used or blocked during the event?

☒ Yes ☐ No

Parking Stall daily fees or bagging of Parking Stall fees are not included with the event permit fee; arrangements must be made with the City of Lake Geneva Parking Manager

Dates of Use: 8-28-21

Total Number of Parking Stalls being Requested: 25

Parking Stall Number(s) and Location: Lot B

3. Description of Signage to be used during event: NONE

**The use of City Street Banner poles will require a separate, complete Street Banner Display Application*

4. Anticipated Services

Please indicate below any additional services you are requesting for your event. Estimated Fees or Deposits for these services may be required prior to issuance of permit(s)

☐ **Electricity;** Explain: _____

☐ **Water;** Explain: _____

☐ **Traffic Control;** Explain: _____

☐ **Police Services;** Explain: _____

☐ **Fire/EMS Services;** Explain: _____

☐ **Other;** Explain: _____

***Please note:** The City of Lake Geneva, the Police Department and/or Fire Department have the right to cancel an event due to inclement weather or any safety risk.

***All Parks and Public Spaces must be left the way they were originally found. A credit card is required to be placed on file with the City Clerk's office should the park or public space incur any damage or has not been cleaned up. Any charges will be communicated to the card holder prior to credit card processing.**

Name on Card: _____

Credit Card #: _____

Expiration Date: ____/____ CVV#: _____

Billing Address: _____

City, State, Zip Code: _____

The applicant for her/himself and for other persons, organizations, firms and corporations, if any listed in this application, being of sound mind and body, do hereby freely, voluntarily and knowingly, now and for all times, fully save and hold harmless and defend, the CITY OF LAKE GENEVA, a Wisconsin Municipal Corporation located in the Walworth County, and each and every of its elected and appointed officials, employees, representatives, agents, heirs, and assigns, jointly and severally from and against any and all claims, causes of action, actions, liabilities, demands, losses, damages, and/or expenses of whatsoever kind and nature including counsel or attorneys' fees, which I have or may, at any time, incur or sustain arising from, resulting from, incurred in consequence of, or pertaining to, any and all intentional and negligent acts, omissions, incidents, activities and transactions, of whatever kind and nature, direct or indirect, of mine own and those of or by the CITY OF LAKE GENEVA, and each and every of its elected and appointed officials, employees, representatives, and agents, regardless of when or where, occurring or arising from this event.

Applicant Signature: Mayor Charlene Klein Date: 4-26-21

Saturday, August 28th, 2021

"String of Pearls" Gala to commemorate the 1932 completion of the Historic Riviera Municipal building, featuring the Glenn Miller Orchestra. (The original Glenn Miller Orchestra performed in the 1930's and 1940's)

This will be a ticketed event, with beverage service provided by the group from the Geneva Lake Museum.

A portion of the proceeds are proposed to go to a "First Responders Fund" to assist with EMT training, education, body cameras and other public safety items.

For Office Use Only

Date Filed with Clerk: April 27, 2021 Payment Amount: \$ _____

Receipt #: _____

City Clerk/Administrator Signature: [Signature] Date: Apr 27, 2021

☒ Approve ☐ Denied Notes: _____

Police Chief Signature: [Signature] Date: 4-29-2021

☒ Approve ☐ Denied Notes: _____

Fire Chief Signature: _____ Date: _____

☐ Approve ☐ Denied Notes: _____

DPW Signature: [Signature] Date: 5-12-2021

☒ Approve ☐ Denied Notes: _____

Parking Signature: [Signature] Date: 5/3/21

☐ Approve ☐ Denied Notes: 25 SALES * \$20 = \$500 + \$10 = \$510.00

DONATED PARKING

Harbormaster Signature: _____ Date: _____

☐ Approve ☐ Denied Notes: _____

Tier I & Tier II Events Only:

FLR Meeting Date: _____

Council Meeting Date: _____



CITY OF LAKE GENEVA EVENT PERMIT APPLICATION

Please fill in all blanks completely, as incomplete applications will be rejected.

Applications must be submitted

AT LEAST 4 WEEKS prior to the proposed event date for approval.

Section I- APPLICANT INFORMATION

Name of Applicant: MAYOR CHARLENE KLEIN

Name of Event Organizer/Producer: CITY OF LAKE GENEVA

Production Company/Organization: _____ FEIN #: _____

Street Address: 676 GENEVA ST.

City: LAKE GENEVA State: WI Zip code: 53147

E-mail Address: mayor@cityoflakegeneva.com

Daytime Phone: _____ Cell Phone: 

Are you a ☐ For-Profit OR ☒ Non-Profit Organization 501(c) _____

EIN # (Tax Exempt Number): 39-6005495

*All non-profits must present a copy of their current Tax ID- EIN#

Section II- EVENT INFORMATION- Check the proper category

☒ **Public Assembly Permit- *Non-Profit: No Charge; Otherwise: \$60.00 per day Fee**

(Meet one or more criteria) Single day event use of City of Lake Geneva facilities with NO street, parking or intersection closures, attendance under 500, NO serving of alcohol in public space.

☐ **Block Parties or use of Gazebo for 1 Hour Photo Ops: * Non-profit: No Charge; Otherwise: \$75.00 Fee**

Small event limited to one street with 4 barricades in a neighborhood or gazebo in Flat Iron Park.

☒ **Tier 1 Events: *Non-Profit: No Charge; Otherwise: \$250.00 Fee for an event up to seven days; additional \$50.00 per day thereafter**

(Meet one or more criteria) Rolling closure of streets, public walkway, limited parking stalls or intersection closures that do not impact public use, attendance of 501 to 3,000, four (4) hours or less of alcohol sales or serving, majority use of a city park(s), or other municipal facility.

☐ **Tier 2 Events: *Non-Profit: No Charge; Otherwise: \$500.00 Fee for an event up to seven days; additional \$100.00 per day thereafter**

(Meets one or more criteria) Non-profit or not-for-profit organization offering multiple-day events, attendance of more than 3,000+, more than four (4) hours of alcohol sales or serving, and/or exclusive use of City park(s), street(s), limited parking stalls, or other municipal facility.

Note: Seminary (includes the use of the Shelter) and Flat Iron Park (includes the use of Brunk Pavilion) have 3 available picnic tables and 10 benches which you can select as part of your event permit. Any additional picnic tables, benches, or barricades needed should be directed to a rental company.

1. Title of Event: RIVIERA OPEN HOUSE
2. Date(s) of Event: 7/15/21
3. Location(s) of Event: RIVIERA
4. Hours: 10 am - 8 pm
Note: Start Time & End Time
5. Event Chair/Contact Person: CHARLENE KLEIN Phone: 
6. Day of Event Contact Name: " " Phone: " "
7. Is the event open to the public? ☒ Yes ☐ No
8. Will you charge an admission fee? ☐ Yes ☒ No
9. Estimated Attendance Number: TBD
10. Basis for estimate: _____
11. Will you be setting up a tent? ☐ Yes ☒ No

If yes, list the location, size, Rental Company, and proof of completion of locates.

12. Will there be any animals? ☐ Yes ☒ No

If yes, what type and how many: _____

13. **Attach a detailed description of proposed event with map of the exact location of the event and/or route.**

14. Description of plan for handling refuse collection and after-event clean-up:

N/A

15. Description of plan for providing event security (if applicable):

AD HOC COMMITTEE VOLUNTEERS

16. Will there be fireworks or pyrotechnics at your event?

☐ Yes ☒ No

If yes, please attach a fireworks display permit or application.

17. Will your event include the sale of beer and/or wine?

☐ Yes ☒ No

If yes, please attach a completed Temporary Alcohol License & Temporary Operator License Application.

18. Will you or any other vendors be selling food or merchandise?

☐ Yes ☒ No

If yes, please attach list of proposed vendors, including business name and type of food/merchandise sold.

19. Do you intend to use the available picnic tables and benches in the location?

☐ Yes ☒ No

Continue to next page...

Section III- STREET USE

☒ Check if this section does not apply

Required for any event using a public street. Per Sec. 62-243 of the municipal code, this application must include the following attachments:

- ☐ Certificate of Comprehensive General Liability Insurance with the City, its employees and agents as additional insured with coverage for contractual liability with minimum limits of \$500,000 per occurrence for bodily injury and property damage limits of \$250,000 per occurrence.
- ☐ Petition signed by more than half of the residential dwelling units and/or commercial units residing along that portion of the street designated for the proposed use or whose property is denied access by virtue of the granting of the permit.

1. Description of portion(s) of road(s) to be used:

Road closures must include rental of barricades; must be coordinated with the City of Lake Geneva Department of Public Works

N/A

2. Will any parking stalls be used or blocked during the event?

☒ Yes ☐ No

Parking Stall daily fees or bagging of Parking Stall fees are not included with the event permit fee; arrangements must be made with the City of Lake Geneva Parking Manager

Dates of Use: 7-15-21

Total Number of Parking Stalls being Requested: 25

Parking Stall Number(s) and Location: LOT B - REQUESTED

3. Description of Signage to be used during event: OPEN HOUSE BANNER ON BALCONY

**The use of City Street Banner poles will require a separate, complete Street Banner Display Application*

4. Anticipated Services

Please indicate below any additional services you are requesting for your event. Estimated Fees or Deposits for these services may be required prior to issuance of permit(s)

☐ Electricity; Explain:

☐ Water; Explain:

☐ Traffic Control; Explain:

☐ Police Services; Explain:

☐ Fire/EMS Services; Explain:

☐ Other; Explain: CHAIR SET-UP FOR 4pm RE-DEDICATION CEREMONY (INSIDE)

***Please note:** The City of Lake Geneva, the Police Department and/or Fire Department have the right to cancel an event due to inclement weather or any safety risk.

***All Parks and Public Spaces must be left the way they were originally found. A credit card is required to be placed on file with the City Clerk's office should the park or public space incur any damage or has not been cleaned up. Any charges will be communicated to the card holder prior to credit card processing.**

Name on Card: _____

Credit Card #: _____

Expiration Date: ____/____ CVV#: _____

Billing Address: _____

City, State, Zip Code: _____

The applicant for her/himself and for other persons, organizations, firms and corporations, if any listed in this application, being of sound mind and body, do hereby freely, voluntarily and knowingly, now and for all times, fully save and hold harmless and defend, the CITY OF LAKE GENEVA, a Wisconsin Municipal Corporation located in the Walworth County, and each and every of its elected and appointed officials, employees, representatives, agents, heirs, and assigns, jointly and severally from and against any and all claims, causes of action, actions, liabilities, demands, losses, damages, and/or expenses of whatsoever kind and nature including counsel or attorneys' fees, which I have or may, at any time, incur or sustain arising from, resulting from, incurred in consequence of, or pertaining to, any and all intentional and negligent acts, omissions, incidents, activities and transactions, of whatever kind and nature, direct or indirect, of mine own and those of or by the CITY OF LAKE GENEVA, and each and every of its elected and appointed officials, employees, representatives, and agents, regardless of when or where, occurring or arising from this event.

Applicant Signature: Maya Charles Klein Date: 4-26-21

Thursday, July 15, 2021

Free all day open house event at the Riviera to allow the citizens and public to see the completed renovation of the ballroom and first floor. Members of the Riviera Ad Hoc Committee will serve as greeters. Piano music will be provided periodically throughout the day in the ballroom.

A short re-dedication ceremony will be held at 4 pm, to which several local and state dignitaries will be invited, as well as personnel from the city, as well as the State Historical Society. I am requesting that Parking lot B be made available so that dignitaries coming from out of town will have a place to park for this event.

Following this event is a regularly scheduled Concert in the Park, (VLG).

For Office Use Only

Date Filed with Clerk: April 26, 2021 Payment Amount: \$ _____

Receipt #: _____

City Clerk/Administrator Signature: [Signature] Date: Apr 27, 2021

☒ Approve ☐ Denied Notes: _____

Police Chief Signature: [Signature] Date: 4-29-2021

☒ Approve ☐ Denied Notes: _____

Fire Chief Signature: _____ Date: _____

☐ Approve ☐ Denied Notes: _____

DPW Signature: [Signature] Date: 5-12-21

☒ Approve ☐ Denied Notes: _____

Parking Signature: [Signature] Date: 5/3/21

☐ Approve ☐ Denied Notes: 25 SPOTS * \$20 = \$500 + \$10 = \$510.00 IN

DONATED PARKING

Harbormaster Signature: _____ Date: _____

☐ Approve ☐ Denied Notes: _____

Tier I & Tier II Events Only:

FLR Meeting Date: _____

Council Meeting Date: _____

ORDINANCE OF THE COMMON COUNCIL

An ordinance amending Chapter 98, Zoning Ordinance, Section 98-407, Substandard Lot Regulations, Section 98-409, Lakeshore Lots, Section 98-505, Lakeshore Overlay Zoning District, Section 98-506(3), Drainageway Overlay Zoning District, Section 98-507(3), Woodland Overlay Zoning District, and Section 98-508(3), Steep Slope Overlay Zoning District; as it relates to the applied requirements for the use of SR-4 Zoning District standards in the ER-1 Zoning District

Committee	N/A		
Fiscal Impact:	N/A		
File Number:	21-05	First Reading :	May 24, 2021
		Second Reading :	June 14, 2021

The Common Council of the City of Lake Geneva, Wisconsin, does hereby ordain as follows:

Section 98-407 Substandard Lot Regulations

- (1) Upon and after the effective date of this Chapter, no lot shall be created which does not meet the Minimum Zoning District Area requirements of Section 98-304 or the Minimum Lot Area requirements of Section 98-305 or which does not meet the lot dimension requirements of Sections 98-402 or 98-403.
- (2) A legal lot of record existing upon the effective date of this Chapter in a Residential District (see Section 98-102), which does not meet the Minimum Zoning District Area of Section 98- 304 or the Minimum Lot Area (MLA) requirements of Section 98-305, or which does not meet the lot dimension requirements of Sections 98-402 or 98-403 may be utilized for a detached single-family dwelling unit, provided the measurements of such ~~area and~~ dimensions are equal to or greater than 70% of the requirements of this Chapter. Said lot shall not be more intensively developed (with multi-family or nonresidential uses) unless combined with one or more abutting lots (or portions thereof) so as to create a lot which meets the requirements of this Chapter.
- (3) Use of SR-4 Zoning Standards in the ER-1 Zoning District:
 - (a) Existing legal lots of record that are now substandard in any way, and that are zoned ER-1 shall be considered as legal substandard lots. For new dwellings, ~~or building additions,~~ structures, or paved areas on such lots, a Conditional Use Permit may be sought to enable the granting of permission to use the ~~lot width, lot frontage, lot area and setback~~ following requirements of the SR-4 District: Maximum Building Coverage, Minimum Landscape Surface Ratio, Minimum Lot Width, Minimum Lot Frontage, Minimum Front or Street Setback Lot Line to House, Minimum Front or Street Setback Lot Line to Garage, Minimum Side Setback Lot Line to House, Minimum Total of Both Side Setbacks to House/Garage, Minimum Rear Setback Lot Line to House or Garage, Minimum Side Setback Lot Line to Accessory Structure, Minimum Rear Setback Lot Line to Accessory Structure, Minimum Paved Surface Setback, and Minimum Building Separation. The requirements for Minimum Lot Area in the SR-4 District may not be used to create a greater number of lots, but may be used to reconfigure lot lines to preserve or reduce the current number of lots so long as all other applicable requirements, listed above, are met. (See also Section 98-409 for lots abutting Geneva Lake.) (Section 98-905 for Conditional Use procedures). For this particular type of Conditional Use Permit request, a fee of \$100.00 shall be imposed. (Ord. No. 98-1 2/9/98)
 - (b) For any development proposing to reduce the minimum required Landscape Surface Ratio

below the ER-1 District's minimum of 60% to between 50% and 60%, and/or to increase the maximum permitted Building Coverage above the ER-1 District's maximum of 30% to between 30% and 40%, all of the following additional requirements shall apply:

1. The project shall submit a complete Stormwater Management Plan and calculations for City Engineer review and comment which shall be submitted to the Plan Commission as part of the Commission's conditional use review, including a Grading and Erosion Control Plan and on-site stormwater management improvements that ensure full compliance with the City's stormwater quality and quantity standards.
2. The use of pervious materials, rain gardens, bio-swales and other on-site features as determined by the City Engineer to actively improve the quality and reduce the quantity of the stormwater leaving the site compared to current conditions.
3. The City may apply specific stormwater management requirements in addition to the requirements of Section 78-247 of the Municipal Code, for development in the ER-1 Zoning District that proposes less than a 60% Landscape Surface Ratio, as enabled by Subsection 78-247(h)(7)- Additional Requirements

(4) For Lots Abutting Geneva Lake:

See also, Section 98-409 Lakeshore Lots and Section 98-505 Lakeshore Overlay Zoning District.

Section 98-409 Lakeshore Lots

- (1) New development, including buildings, building additions, structures, and pavement on lakeshore lots shall comply with the requirements of the Lakeshore Overlay Zoning District, Section 98-505.
- (2) With the exception of fences, which are permitted per the requirements of Section 98-720, any new accessory structure proposed to be located, in whole or in part, closer to the lakeshore than the principal structure on the lot may only be approved through the Conditional Use process, Section 98-905.
- (3) With the exception of fences, which are permitted per the requirements of Section 98-720, no new accessory structure may be located, in whole or in part, within the required front yard or street yard setback for the principal structure on the lot, as required in Section 98-402 for residential uses, or Section 98-403 for non-residential uses, except as approved through the Conditional Use process, Section 98-905.
- (4) Accessory structures existing prior to the adoption date of this Section, may be maintain in their original location and configuration, as legal, nonconforming structures, but shall not be enlarged or replaced except by new accessory structures that comply with all requirements of the Zoning Ordinance.
- (5) In the area within 100 feet of the Ordinary High Water Mark (OHWM), or if a greater distance, between the Biagi Line and the OHWM and/or between the OHWM and the tangent connecting the closest lakeside corner of the principal building and on the adjacent lot on each side of the subject property, the following provisions shall apply to any new development activity including buildings, structures, and paved areas:
 - (a) The setback of any new development, including buildings, structures, and paved areas shall not be closer to the OHWM than the current setback of the same or similar buildings, structures, and paved areas.

- (b) The area of building coverage shall not be increased.
 - (c) The area of structure coverage shall not be increased.
 - (d) The area of impervious surface shall not be increased.
 - (e) The area devoted to landscaping and other pervious surfaces shall not be decreased, and the requirements of Section 98-505 shall be met.
 - (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.
- (6) A requirement for the vesting of every Land Division, Site Plan, Conditional Use Permit, and Planned Development issued on every parcel adjacent to the OHWM shall be the dedication of a pedestrian easement for the Geneva Lake Shore Path for every portion of the Shore Path corridor located on the subject property, per the review and approval of the City Attorney. Upon the proof of recording the City-approved easement by the property owner, the Zoning Administrator may issue the applicable development permit(s).
- (7) In all other parts of the lot not within the areas described in (5) through (7) above, development may occur up to the maximums permitted by the Zoning Ordinance.
- (8) The City may apply specific stormwater management requirements in addition to the requirements of Section 78-247 of the Municipal Code, for additional development on a lakefront lot, as enabled by Subsection 78-247(h)(7)- Additional Requirements.

Section 98-505 Lakeshore Overlay Zoning District

- (1) Definition: Lakeshores are the land margins of navigable waters which are identified as "lakes and other water bodies" as shown on Environmental Corridors Composite Maps for the City of Lake Geneva and its environs, prepared by the SEWRPC. Lakeshores are all areas within 100 feet of the ordinary high water mark of such features. Decorative water features shall not be considered "navigable waters" for the purposes of this Section. This meaning of "lakeshores" shall remain distinct from the meaning of the term as employed by the State of Wisconsin Statutes and the DNR.
- (2) Purpose of Lakeshore Protection Requirements: Lakeshores serve to protect land/water margins from erosion due to site disruption. Because of regular contact with wave action, currents, and runoff, such areas are highly susceptible to continuous, and in some cases, rapid erosion. Lakeshore protection also provides a natural vegetation buffer which serves to reduce water velocities and wave energy, and filters significant amounts of water-borne pollutants and sediments. Lakeshores also promote infiltration and groundwater recharging, and provide a unique habitat at the land/water margin.
- (3) Determination of Lakeshore Boundaries: General lakeshore boundaries are depicted on the Official Zoning Map. Upon the proposal of development activity on any property which contains a lakeshore depicted on the Official Zoning Map, the petitioner shall prepare ~~a detailed site analysis~~ the required Natural Resources Site Evaluation per the requirements of Section 98-510303. This analysis shall depict the location of all lakeshore areas on the subject property as related to the provisions of Subsection (1), above.
- (4) Mandatory Lakeshore Protection Requirements: With the exception of the activities permitted below, lakeshores shall remain in an undisturbed state, except for the land uses permitted in

Section 98-204 per the requirements of Subsection 98-206(10).

(a) Tree Removal:

1. Purpose: The intent and purpose of this subsection is to preserve the City's character as a natural wooded community, maintain property values by improving and preserving the aesthetic appeal of the City through tree regulations, preserve the natural resources of the City and State, reduce the amount of erosion in the City due to tree removal, protect the quality of the waters of the State and the City, and protect and promote the health, safety and welfare of the people by minimizing the amount of sediment and other pollutants carried by runoff to surface waters due to the erosion of land not protected by a naturally wooded environment.
2. Scope: The provisions of this subsection shall not apply to SR-3 and SR-4 Zoning Districts, except planned developments on those districts.
3. Shore Buffer Requirement and Clear-Cutting Prohibition:
 - a. Shoreland Areas: With the exception of the Geneva Lake Shore Path Corridor, in a strip of land 35' wide inland from the bulkhead line, no more than 30' in any 100' shall be clear-cut. Where the lot is less than 100', no more than 30% of this strip shall be clear-cut. Natural shrubbery shall be preserved as far as practicable and, where removed, it shall be replaced with other vegetation that is equally effective in retarding runoff, preventing erosion and preserving natural beauty. Refer to Planted species shall be consistent with the Walworth County publication: A Homeowner's Guide to Native Shoreland Gardens:
<https://www.co.walworth.wi.us/DocumentCenter/View/575/Homeowner-Guide-to-Native-Shoreline-Gardens-PDF>.
 - b. Tree Preservation Area: Except for circumstances identified under subsection 4.b., it is prohibited to remove any tree or cause any trees to be removed from the tree preservation area of each lot. During construction, no equipment movement, construction or placement of equipment or material storage shall be permitted in the tree preservation area.
4. Cutting Exceptions:
 - a. Trees may be removed from the building activities area. This area shall be as small as possible, including the entire area affected by building, grading and temporary material storage areas. In no case shall the amount of trees with a 6" tree diameter removed within the building activities area exceed the following
 - i. 80% of the total such trees on lots of 1/4 acre or less.
 - ii. 60% of the total such trees on lots of 1/4 acre to one acre, except in the CR5ac and the ER-1 Districts.

- iii. 40% of the total such trees on lots of one acre, except in the CR-5ac and ER-1 Districts.
- iv. 20% of the total such trees on lots of 2.5 acres or more, except in the CR-5ac and ER-1 Districts.
- v. 10% of the total such trees on all lots in the CR-5ac and ER-1 Districts.

b. Trees removed in excess of the above reasons will require a tree removal permit. Conditions under which a permit may be issued include, but will not be limited to, the following:

- i. The tree is dead, dying or diseased.
- ii. The tree is damaged or injured to the extent that it is likely to die or become diseased.
- iii. The removal of the tree will enhance the tree preservation area and the health of the remaining trees.
- iv. The removal of the tree will avoid or alleviate an economic hardship or hardship of another nature to the property or residences.
- v. The removal of the tree is consistent with good arboriculture practices.

5. Replacement Trees: When in keeping with good arboriculture practices, replacement trees shall be planted for all removed trees. They may be planted in the tree preservation area or in the building activities area after the initial construction activities are completed. All replacement trees shall be planted within 30 days of final grading. The determination of good arboriculture shall be based on tree density and spacing of the table on the following page.

6. Penalties: Any person violating any provision of this subsection shall be subject to a penalty per tree illegally cut or removed, which shall be determined by the assessed value of the trees removed. The assessed value shall be determined in accordance with the "Manual for Plant Appraisers," published by the County of Tree and Landscape Appraisers, most recent edition. In addition, a replacement tree shall be planted to replace all trees cut illegally.

(5) 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.

(6) The City may apply specific stormwater management requirements in addition to the requirements of Section 78-247 of the Municipal Code, for additional development in the Lakeshore Overlay Zoning District, as enabled by Subsection 78-247(h)(7)- Additional Requirements

Section 98-506(3): Drainageway Overlay Zoning District

- (3) Determination of Drainageway Boundaries: General drainageway boundaries are depicted on the Official Zoning Map. Upon the proposal of development activity on any property which contains a drainageway depicted on the Official Zoning Map, the petitioner shall prepare ~~a detailed site analysis~~ the required Natural Resources Site Evaluation per the requirements of Section 98-510303. This analysis shall depict the location of all drainageway areas on the subject property as related to the provisions of Subsection (1), above.
- (4) 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.

Section 98-507(3): Woodland Overlay Zoning District

- (3) Determination of Woodland Boundaries: General woodland boundaries are depicted on the Official Zoning Map. Upon the proposal of development activity on any property which contains a woodland depicted on the Official Zoning Map, the petitioner shall prepare ~~a detailed site analysis~~ the required Natural Resources Site Evaluation per the requirements of Section 98-908(3)(h)303 and areas subject to the following mitigation requirements in subsection (4), below. This analysis shall depict the location of all woodland areas on the subject property as related to the provisions of Subsection (1), above, and shall also clearly depict all areas subject to proposed Selective Cutting and Clear Cutting. Selective cutting operations are permitted by right in all woodland areas (per the requirements of Section 98-206(2)(f)). Clear cutting is permitted as a conditional use in all woodland areas (per the requirements of Section 98-206(2)(g)).
- (4) 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.

Section 98-508(3): Steep Slope Overlay Zoning District

- (3) Determination of Woodland Boundaries: General steep slope boundaries are depicted on the Official Zoning Map. Upon the proposal of development activity on any property which contains a steep slope depicted on the Official Zoning Map, the petitioner shall prepare ~~a detailed site analysis~~ the required Natural Resources Site Evaluation per the requirements of Section 98-908(3)(h)303. This analysis shall depict the location of all steep slope areas on the subject property as related to the provisions of Subsection (1), above and shall also clearly depict all areas subject to the proposed removal and stabilization of steep slopes through site grading, retaining walls, and other methods approved by the City Engineer.
- (4) Mandatory Steep Slope Protection Requirements: Except for steep slopes approved for removal and stabilization by the City Engineer per the provisions of Subsection (3) immediately above, steep slopes shall remain in an undisturbed state except for the land uses permitted in Section 98-204 per the requirements of Subsection 98-206(10).
- (5) 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.

That this ordinance shall take effect upon passage and publication, as provided by law.

Approved by the City of Lake Geneva Common Council on this 14th day of June, 2021.

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

Attest:

Page 7 of 7

MEMORANDUM

To: City of Lake Geneva Staff

From: Mike Slavney, City Planner

Re: DRAFT Zoning Ordinance Amendments to Update the Provisions for SR-4 Setbacks in ER-1 Zoning Districts, for Residential Development Standards of Lakefront Lots, and for Environmental Protection Overlay Zoning Districts – for Plan Commission Review at the April 19 Plan Commission Meeting.

Date: May 7, 2021

Introduction

The following proposed amendments to the Zoning Ordinance are intended to codify the consistently applied requirements for the use of SR-4 Zoning District standards in the ER-1 Zoning District, that until now have been attached as requirements through the conditional use process on an ad-hoc basis. Codifying these requirements will result in greater predictability for applicants, and ensure that requirements are applied consistently to all applications.

In addition, the proposed amendments reflect the Plan Commission's request for zoning ordinance requirements for City Engineer review of Grading, Erosion Control, and Stormwater Management for any site disruption, increase in impervious surface area, and/or development proposing to use the SR-4 in ER-1 conditional use, and any development along the lakeshore, and to require vegetated lakeshore buffers. Forthcoming changes to the Stormwater Management ordinance will also clarify that pools are an impervious surface and that semi-pervious pavement and other surfaces will receive a pervious rating of 50% of the rated level of permeability per the manufacturer's specifications. These amendments also include a cross-reference to the City's Stormwater Management Ordinance provisions that allow for additional stormwater management requirements to be established. It is recommended that the City establish specific additional stormwater management requirements for development seeking a Landscape Surface Ratio (LSRs) under the minimum 60% LSR limit in the ER-1 zoning district, and in the Lakeshore Overlay Zoning District, in consultation with the City Engineer – to be written and incorporated into Section 78-247 as enabled by subsection (h)(7) of those provisions.

Proposed text to be added is underlined.

Proposed text to be deleted is ~~struck through~~.

Section 98-407 Substandard Lot Regulations

- (1) Upon and after the effective date of this Chapter, no lot shall be created which does not meet the Minimum Zoning District Area requirements of Section 98-304 or the Minimum

Lot Area requirements of Section 98-305 or which does not meet the lot dimension requirements of Sections 98-402 or 98-403.

- (2) A legal lot of record existing upon the effective date of this Chapter in a Residential District (see Section 98-102), which does not meet the Minimum Zoning District Area of Section 98-304 or the Minimum Lot Area (MLA) requirements of Section 98-305, or which does not meet the lot dimension requirements of Sections 98-402 or 98-403 may be utilized for a detached single-family dwelling unit, provided the measurements of such ~~area and~~ dimensions are equal to or greater than 70% of the requirements of this Chapter. Said lot shall not be more intensively developed (with multi-family or nonresidential uses) unless combined with one or more abutting lots (or portions thereof) so as to create a lot which meets the requirements of this Chapter.

(3) Use of SR-4 Zoning Standards in the ER-1 Zoning District:

- (a) Existing legal lots of record that are now substandard in any way, and that are zoned ER-1 shall be considered as legal substandard lots. For new dwellings, ~~or~~ building additions, structures, or paved areas on such lots, a Conditional Use Permit may be sought to enable the granting of permission to use the ~~lot width, lot frontage, lot area and setback~~ following requirements of the SR-4 District: Maximum Building Coverage, Minimum Landscape Surface Ratio, Minimum Lot Width, Minimum Lot Frontage, Minimum Front or Street Setback Lot Line to House, Minimum Front or Street Setback Lot Line to Garage, Minimum Side Setback Lot Line to House, Minimum Total of Both Side Setbacks to House/Garage, Minimum Rear Setback Lot Line to House or Garage, Minimum Side Setback Lot Line to Accessory Structure, Minimum Rear Setback Lot Line to Accessory Structure, Minimum Paved Surface Setback, and Minimum Building Separation. The requirements for Minimum Lot Area in the SR-4 District may not be used to create a greater number of lots, but may be used to reconfigure lot lines to preserve or reduce the current number of lots so long as all other applicable requirements, listed above, are met. (See also Section 98-409 for lots abutting Geneva Lake.) (Section 98-905 for Conditional Use procedures). For this particular type of Conditional Use Permit request, a fee of \$100.00 shall be imposed. (Ord. No. 98-1 2/9/98)
- (b) For any development proposing to reduce the minimum required Landscape Surface Ratio below the ER-1 District's minimum of 60% to between 50% and 60%, and/or to increase the maximum permitted Building Coverage above the ER-1 District's maximum of 30% to between 30% and 40%, all of the following additional requirements shall apply:

1. The project shall submit a complete Stormwater Management Plan and calculations for City Engineer review and comment which shall be submitted to the Plan Commission as part of the Commission's conditional use review, including a Grading and Erosion Control Plan and on-site stormwater management improvements that ensure full compliance with the City's stormwater quality and quantity standards.
2. The use of pervious materials, rain gardens, bio-swales and other on-site features as determined by the City Engineer to actively improve the quality and reduce the quantity of the stormwater leaving the site compared to current conditions.
3. The City may apply specific stormwater management requirements in addition to the requirements of Section 78-247 of the Municipal Code, for development in the ER-1 Zoning District that proposes less than a 60% Landscape Surface Ratio, as enabled by Subsection 78-247(h)(7)- Additional Requirements.

(4) For Lots Abutting Geneva Lake:

See also, Section 98-409 Lakeshore Lots and Section 98-505 Lakeshore Overlay Zoning District.

Section 98-409 Lakeshore Lots (Ord. No. 04-04 1/26/04)

- (1) New development, including buildings, building additions, structures, and pavement on lakeshore lots shall comply with the requirements of the Lakeshore Overlay Zoning District, Section 98-505.
- (2) With the exception of fences, which are permitted per the requirements of Section 98-720, any new accessory structure proposed to be located, in whole or in part, closer to the lakeshore than the principal structure on the lot may only be approved through the Conditional Use process, Section 98-905.
- (3) With the exception of fences, which are permitted per the requirements of Section 98-720, no new accessory structure may be located, in whole or in part, within the required front yard or street yard setback for the principal structure on the lot, as required in Section 98-402 for residential uses, or Section 98-403 for non-residential uses, except as approved through the Conditional Use process, Section 98-905.
- (4) Accessory structures existing prior to the adoption date of this Section, may be maintain in their original location and configuration, as legal, nonconforming structures, but shall not be enlarged or replaced except by new accessory structures that comply with all requirements of the Zoning Ordinance.
- (5) In the area within 100 feet of the Ordinary High Water Mark (OHWM), or if a greater distance, between the Biagi Line and the OHWM and/or between the OHWM and the tangent connecting the closest lakeside corner of the principal building and on the adjacent

lot on each side of the subject property, the following provisions shall apply to any new development activity including buildings, structures, and paved areas:

- (a) The setback of any new development, including buildings, structures, and paved areas shall not be closer to the OHWM than the current setback of the same or similar buildings, structures, and paved areas.
 - (b) The area of building coverage shall not be increased.
 - (c) The area of structure coverage shall not be increased.
 - (d) The area of impervious surface shall not be increased.
 - (e) The area devoted to landscaping and other pervious surfaces shall not be decreased, and the requirements of Section 98-505 shall be met.
 - (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.
- (6) A requirement for the vesting of every Land Division, Site Plan, Conditional Use Permit, and Planned Development issued on every parcel adjacent to the OHWM shall be the dedication of a pedestrian easement for the Geneva Lake Shore Path for every portion of the Shore Path corridor located on the subject property, per the review and approval of the City Attorney. Upon the proof of recording the City-approved easement by the property owner, the Zoning Administrator may issue the applicable development permit(s).
- (7) In all other parts of the lot not within the areas described in (5) through (7) above, development may occur up to the maximums permitted by the Zoning Ordinance.
- (8) The City may apply specific stormwater management requirements in addition to the requirements of Section 78-247 of the Municipal Code, for additional development on a lakefront lot, as enabled by Subsection 78-247(h)(7)- Additional Requirements.

Section 98-505 Lakeshore Overlay Zoning District

- (1) Definition: Lakeshores are the land margins of navigable waters which are identified as "lakes and other water bodies" as shown on Environmental Corridors Composite Maps for the City of Lake Geneva and its environs, prepared by the SEWRPC. Lakeshores are all areas within 100 feet of the ordinary high water mark of such features. Decorative water features shall not be considered "navigable waters" for the purposes of this Section. This meaning of "lakeshores" shall remain distinct from the meaning of the term as employed by the State of Wisconsin Statutes and the DNR.
- (2) Purpose of Lakeshore Protection Requirements: Lakeshores serve to protect land/water margins from erosion due to site disruption. Because of regular contact with wave action, currents, and runoff, such areas are highly susceptible to continuous, and in

some cases, rapid erosion. Lakeshore protection also provides a natural vegetation buffer which serves to reduce water velocities and wave energy, and filters significant amounts of water-borne pollutants and sediments. Lakeshores also promote infiltration and groundwater recharging, and provide a unique habitat at the land/water margin.

(3) **Determination of Lakeshore Boundaries:** General lakeshore boundaries are depicted on the Official Zoning Map. Upon the proposal of development activity on any property which contains a lakeshore depicted on the Official Zoning Map, the petitioner shall prepare a detailed site analysis ~~the required Natural Resources Site Evaluation~~ per the requirements of Section 98-510303. This analysis shall depict the location of all lakeshore areas on the subject property as related to the provisions of Subsection (1), above.

(4) **Mandatory Lakeshore Protection Requirements:** With the exception of the activities permitted below, lakeshores shall remain in an undisturbed state, except for the land uses permitted in Section 98-204 per the requirements of Subsection 98-206(10).

(a) **Tree Removal:**

1. **Purpose:** The intent and purpose of this subsection is to preserve the City's character as a natural wooded community, maintain property values by improving and preserving the aesthetic appeal of the City through tree regulations, preserve the natural resources of the City and State, reduce the amount of erosion in the City due to tree removal, protect the quality of the waters of the State and the City, and protect and promote the health, safety and welfare of the people by minimizing the amount of sediment and other pollutants carried by runoff to surface waters due to the erosion of land not protected by a naturally wooded environment.
2. **Scope:** The provisions of this subsection shall not apply to SR-3 and SR-4 Zoning Districts, except planned developments on those districts.
3. **Shore Buffer Requirement and Clear-Cutting Prohibition:**
 - a. **Shoreland Areas:** With the exception of the Geneva Lake Shore Path Corridor, in a strip of land 35' wide inland from the bulkhead line, no more than 30' in any 100' shall be clear-cut. Where the lot is less than 100', no more than 30% of this strip shall be clear-cut. Natural shrubbery shall be preserved as far as practicable and, where removed, it shall be replaced with other vegetation that is equally effective in retarding runoff, preventing erosion and preserving natural beauty. Refer to Planted species shall be consistent with the Walworth County publication: A Homeowner's

Guide to Native Shoreland Gardens:

<https://www.co.walworth.wi.us/DocumentCenter/View/575/Homeowner-Guide-to-Native--Shoreline-Gardens-PDF>.

- b. Tree Preservation Area: Except for circumstances identified under subsection 4.b., it is prohibited to remove any tree or cause any trees to be removed from the tree preservation area of each lot. During construction, no equipment movement, construction or placement of equipment or material storage shall be permitted in the tree preservation area.

4. Cutting Exceptions:

- a. Trees may be removed from the building activities area. This area shall be as small as possible, including the entire area affected by building, grading and temporary material storage areas. In no case shall the amount of trees with a 6" tree diameter removed within the building activities area exceed the following
 - i. 80% of the total such trees on lots of 1/4 acre or less.
 - ii. 60% of the total such trees on lots of 1/4 acre to one acre, except in the CR5ac and the ER-1 Districts.
 - iii. 40% of the total such trees on lots of one acre, except in the CR-5ac and ER-1 Districts.
 - iv. 20% of the total such trees on lots of 2.5 acres or more, except in the CR-5ac and ER-1 Districts.
 - v. 10% of the total such trees on all lots in the CR-5ac and ER-1 Districts.
- b. Trees removed in excess of the above reasons will require a tree removal permit. Conditions under which a permit may be issued include, but will not be limited to, the following:
 - i. The tree is dead, dying or diseased.
 - ii. The tree is damaged or injured to the extent that it is likely to die or become diseased.
 - iii. The removal of the tree will enhance the tree preservation area and the health of the remaining trees.

- iv. The removal of the tree will avoid or alleviate an economic hardship or hardship of another nature to the property or residences.
 - v. The removal of the tree is consistent with good arboriculture practices.
5. Replacement Trees: When in keeping with good arboriculture practices, replacement trees shall be planted for all removed trees. They may be planted in the tree preservation area or in the building activities area after the initial construction activities are completed. All replacement trees shall be planted within 30 days of final grading. The determination of good arboriculture shall be based on tree density and spacing of the table on the following page.
6. Penalties: Any person violating any provision of this subsection shall be subject to a penalty per tree illegally cut or removed, which shall be determined by the assessed value of the trees removed. The assessed value shall be determined in accordance with the "Manual for Plant Appraisers," published by the County of Tree and Landscape Appraisers, most recent edition. In addition, a replacement tree shall be planted to replace all trees cut illegally.

(5) 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.

(6) The City may apply specific stormwater management requirements in addition to the requirements of Section 78-247 of the Municipal Code, for additional development in the Lakeshore Overlay Zoning District, as enabled by Subsection 78-247(h)(7)- Additional Requirements.

Section 98-506(3): Drainageway Overlay Zoning District

- (3) Determination of Drainageway Boundaries: General drainageway boundaries are depicted on the Official Zoning Map. Upon the proposal of development activity on any property which contains a drainageway depicted on the Official Zoning Map, the petitioner shall prepare ~~a detailed site analysis~~ the required Natural Resources Site Evaluation per the requirements of Section 98-~~510~~303. This analysis shall depict the location of all drainageway areas on the subject property as related to the provisions of Subsection (1), above.

(5) 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.

Section 98-507(3): Woodland Overlay Zoning District

(3) Determination of Woodland Boundaries: General woodland boundaries are depicted on the Official Zoning Map. Upon the proposal of development activity on any property which contains a woodland depicted on the Official Zoning Map, the petitioner shall prepare ~~a detailed site analysis~~ the required Natural Resources Site Evaluation per the requirements of Section 98-908(3)(h)303 and areas subject to the following mitigation requirements in subsection (4), below. This analysis shall depict the location of all woodland areas on the subject property as related to the provisions of Subsection (1), above, and shall also clearly depict all areas subject to proposed Selective Cutting and Clear Cutting. Selective cutting operations are permitted by right in all woodland areas (per the requirements of Section 98-206(2)(f)). Clear cutting is permitted as a conditional use in all woodland areas (per the requirements of Section 98-206(2)(g)).

(5) 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.

Section 98-508(3): Steep Slope Overlay Zoning District

(3) Determination of Woodland Boundaries: General steep slope boundaries are depicted on the Official Zoning Map. Upon the proposal of development activity on any property which contains a steep slope depicted on the Official Zoning Map, the petitioner shall prepare ~~a detailed site analysis~~ the required Natural Resources Site Evaluation per the requirements of Section 98-908(3)(h)303. This analysis shall depict the location of all steep slope areas on the subject property as related to the provisions of Subsection (1), above and shall also clearly depict all areas subject to the proposed removal and stabilization of steep slopes through site grading, retaining walls, and other methods approved by the City Engineer.

(4) Mandatory Steep Slope Protection Requirements: Except for steep slopes approved for removal and stabilization by the City Engineer per the provisions of Subsection (3)

immediately above, steep slopes shall remain in an undisturbed state except for the land uses permitted in Section 98-204 per the requirements of Subsection 98-206(10).

- (5) 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.

ENGINEERING SERVICES CONTRACT

BETWEEN THE WISCONSIN DEPARTMENT OF TRANSPORTATION (DEPARTMENT),
CITY OF LAKE GENEVA (MUNICIPALITY),
AND STRAND ASSOCIATES, INC.® (CONSULTANT) FOR

Project ID: 3845-05-01

Project Description: South Street Trail

Project Limits: Lake Shore–STH 120, Along H 0.50 Miles S
Highway, County: Shared-Use Trail, Walworth County

This CONTRACT made and entered into by and between the DEPARTMENT, the MUNICIPALITY, and the CONSULTANT provides for those SERVICES described in the Scope of Services and Special Provisions and is generally for the purpose of providing the SERVICES solicited by the MUNICIPALITY in Notice of Interest for design services for the design of the construction of shared-use trail along South Street and Wells Street in the City of Lake Geneva, Walworth Wisconsin. This Qualification Based Selection was made based on the CONSULTANT's Statement of Qualifications response and any interviews conducted.

The DEPARTMENT and the MUNICIPALITY deem it advisable to engage the CONSULTANT to provide certain engineering SERVICES and has authority to contract for these SERVICES under sec. 84.01(13), Wis. Stats.

The DEPARTMENT REPRESENTATIVE is Kathleen Kramer, P.E.; WisDOT SE Region, 141 NW Barstow Street, Waukesha, Wisconsin 53187; kathleen1.kramer@dot.wi.gov; and 262-548-8772.

The MUNICIPALITY REPRESENTATIVE is Tom Earle, City of Lake Geneva Department of Public Works Director; 1065 Carey Street, Lake Geneva, Wisconsin 53147; tearle@cityoflakegeneva.com; and 262-248-6644.

The CONSULTANT REPRESENTATIVE is Zachary R. Simpson, P.E.; Strand Associates, Inc.®, 910 West Wingra Drive, Madison, Wisconsin 53715; Zach.Simpson@strand.com; and 608-251-4843.

The CONSULTANT SERVICES will be performed for the DEPARTMENT's Southeast office located in Waukesha, Wisconsin, and will be completed by **May 31, 2024**. Deliver PROJECT DOCUMENTS to 141 NW Barstow Street, Waukesha, Wisconsin 53187, unless other directions are given by the DEPARTMENT.

Compensation for all SERVICES provided by the CONSULTANT under terms of this CONTRACT shall be from the:

☒ DEPARTMENT

☐ **MUNICIPALITY**

For PROJECT administration and coordination, design reports, environmental documents, utility coordination, survey, public involvement, meetings, and preliminary and final road plans, actual costs to the CONSULTANT up to \$187,808.31, plus a fixed fee of \$11,925.38, not to exceed **\$199,733.69**.

For **subsurface investigation** subcontracted to ECS Midwest, LLC, the CONSULTANT's actual cost to ECS Midwest, LLC not to exceed of **\$7,740.00** for units delivered is based on rates in the following table. Note the pricing is per boring (eight borings are anticipated).

Item Description	Unit Type	Unit Cost Rate
Mobilization	Trip	\$600.00
Boring Layout and Elevations	Each	\$ 40.00
Standard Penetration Test Boring (10 feet each)	Each	\$300.00
Utility Clearance and Communication	Each	\$100.00
Laboratory Testing and Boring Log Preparation	Each	\$ 80.00
Geotechnical Report Documentation	Each	\$400.00

For **title searches** subcontracted to Matrix Title Company, the CONSULTANT's actual cost to Matrix Title Company not to exceed **\$20,300.00** for units delivered is based on rates in the following table.

Item Description	Unit Type	Unit Cost Rate
Title Search	Each	\$700.00
Title Search Update	Each	\$ 25.00

For **archaeological and architecture/history investigations** subcontracted to Commonwealth Heritage Group, Inc., the CONSULTANT's actual cost to Commonwealth Heritage Group, Inc. actual cost up to \$3,107.83 plus a fixed fee of \$230.15, not to exceed **\$3,337.98**.

Compensation for all SERVICES provided by the CONSULTANT under the terms of the CONTRACT shall be for an amount not to exceed **\$231,111.67**.

The CONSULTANT does and will comply with the laws and regulations relating to the profession of engineering and will provide the desired engineering SERVICES.

This CONTRACT incorporates and the parties agree to all of the STANDARD PROVISIONS of the Three-Party Design Engineering Services Contract, dated July 1, 2015, and referenced in Procedure 8-15-1 of the State of Wisconsin Department of Transportation Facilities Development Manual. The CONSULTANT acknowledges receipt of a copy of these STANDARD PROVISIONS.

This CONTRACT incorporates all of the MANUALS defined in the CONTRACT.

The parties also agree to all of the Special Provisions which are annexed and made a part of this CONTRACT, consisting of six pages.

Nothing in this CONTRACT accords any third party beneficiary rights whatsoever on any non-party that may be enforced by any non-party to this CONTRACT.

For the CONSULTANT

For the DEPARTMENT

DRAFT

DRAFT

By: _____
Joseph M. Bunker

By: _____

Title: _____
Corporate Secretary

Title: _____
Contract Manager, WisDOT

Date: _____

Date: _____

For the MUNICIPALITY

DRAFT

By: _____

Title: _____

Date: _____

Project ID: 3845-05-01
Project Description: South Street Trail
Project Limits: Lake Shore–STH 120, Along H 0.50 Miles S
Highway, County: Shared-use Trail, Walworth County

VI. SPECIAL PROVISIONS

SCOPE OF SERVICES

A. DESIGN REPORTS

Section II.C.2.a of the Standard Provisions is deleted and replaced with the following:

- a. Prepare an encroachment report as directed by the MUNICIPALITY. Submit to the MUNICIPALITY for approval.
- b. Prepare a Type 1 Transportation Management Plan in accordance with the MANUAL for 60 percent and 90 percent approval by the DEPARTMENT.
- c. Prepare a Roadside Hazard Analysis and incorporate as an attachment to the Design Study Report.
- d. Prepare an abbreviated Design Study Report in accordance with the MANUAL.

B. ENVIRONMENTAL DOCUMENTATION

Section II.C.3.a of the Standard Provisions is deleted and replaced with the following:

- a. Prepare a Categorical Exclusion Checklist (CEC) environmental document for the PROJECT as specified in the MANUAL and Chapter TRANS 400, Wisconsin Administrative Code. Furnish the CEC to the DEPARTMENT for approval.
- b. Historical and Archaeological Surveys and Studies
 - (1) Identify the Area of Potential Effect for the PROJECT. Conduct a reconnaissance survey in accordance with the MANUAL. Submit the results of the archaeological and historical reconnaissance and evaluation studies to the DEPARTMENT. Obtain recommendations from the State Historic Preservation Office, the historian, and the DEPARTMENT regarding historical/architectural reconnaissance surveys. Obtain recommendations from the archaeologist, Bureau of Environment, and the DEPARTMENT prior to conducting evaluation studies when further services are needed.
 - (2) Prepare a report as required in the “Guidelines for Preparation of Formal Report on Archaeological Materials or Sites” in accordance with the MANUAL. Document the results of the reconnaissance survey for architecture/history using the “Architecture/History Survey Form.”
 - (3) Determination of Eligibility, documentation for the determination of effects (No Effect, No Adverse Effects, Adverse Effects), and preparation of a Memorandum of Agreement are not included in this CONTRACT.
- c. Hazardous Materials/Contamination Assessments
 - (1) Prepare technical memorandum summarizing Phase 1 Hazardous Materials Assessment tasks for the PROJECT. The technical memorandum will summarize the review of readily available online historical mapping and aerial photographs, Wisconsin Department of Natural Resources (WDNR) databases of remediation sites, contaminated sites, spills, storage tanks, and landfills. Sites of concern identified along the PROJECT corridor will be listed in a table. Site Summary Forms will be prepared at sites warranting a site visit. Supporting documentation will be provided as attachments to the memorandum. Evaluation beyond the Phase 1 Hazardous Materials Memorandum is not included in the CONTRACT.

- (2) The DEPARTMENT acknowledges that the CONSULTANT is not, by virtue of the CONTRACT, the owner or generator of any waste materials generated as a result of the Hazardous Materials/Contamination Assessments services performed by the CONSULTANT under this CONTRACT.

d. Wetland Investigations

- (1) Prepare a wetland delineation request and submit to the DEPARTMENT.
- (2) The DEPARTMENT shall conduct necessary field delineations to location and classify wetlands in conjunction with the WDNR. The DEPARTMENT shall provide wetland boundaries to the CONSULTANT in .xml or .dwg electronic format.

C. RAILROAD/UTILITY INVOLVEMENTS

Section II.C.4.b. of the Standard Provisions is deleted and replaced with the following:

a. Utility Coordination

- (1) Chapter Trans 220, Wisconsin Administrative Code (Trans 220) does not apply to this PROJECT.
- (2) Perform all utility coordination in accordance with the following:
 - (a) The MANUAL
 - (b) Non-TRANS 220 projects
 - (c) The DEPARTMENT "Guide to Utility Coordination"
- (3) The MUNICIPALITY shall provide the CONSULTANT with a list of known utilities on the PROJECT and a list of contact personnel for utility coordination. These lists are not warranted to be complete but are furnished to assist the CONSULTANT. Review and update the provided lists.
- (4) Communicate on an ongoing basis with utility facility owners in the PROJECT vicinity to establish mutual understanding on design features of the PROJECT affecting utility facilities and inform the MUNICIPALITY of such coordination activities. Provide the MUNICIPALITY with drawings and utility information as needed.
- (5) Review up to two iterations of utility work plans and provide comments to the MUNICIPALITY. The MUNICIPALITY shall approve all utility work plans and issue utility work permits.

D. SURVEYS

Sections II.C.5.a. and II.C.5.b. of the Standard Provisions are deleted and replaced with the following:

- (1) Provide surveys referenced to NAD83 (2011), NAVD88 (2012), Wisconsin County Coordinate System (WCCS), Walworth County Zone, US Survey Feet.
- (2) Perform roadway cross section topographical survey, including the horizontal location of existing marked utilities, along South Street from Wells Street to Lake Shore Drive and along Wells Street from South Street to approximately 3000 feet south of South Street.
- (3) Perform one survey to temporarily mark existing right of way (R/W) for affected utilities and property owners.
- (4) Survey the location of sufficient Public Land Survey System (PLSS) corners and property corners to support the determination of existing property lines and R/W. It is anticipated that approximately eight existing PLSS corners and approximately 125 property corners will be located.
- (5) Perform surveys that provide information necessary for the preparation of plats and acquisition of rights of way and property. Provide R/W monumentation information in an electronic file in accordance with the MANUAL.

E. SOILS AND SUBSURFACE INVESTIGATIONS

Add the following to Section II.C.6 of the Standard Provisions:

- c Prepare a geotechnical report for the PROJECT indicating design criteria for retaining wall design. Update the geotechnical report as necessary to address any comments.

- d. Dispose of spoil material from boring samples in a manner such that the surrounding environment, including any nearby wetlands, is not adversely impacted. All boreholes and monitoring wells shall be backfilled in accordance with the April 20, 1992, guidelines titled "Wisconsin Department of Transportation Geotechnical Unit-Drilled Borehole and Monitoring Well Abandonment Procedures."
- e. Review subsurface soil conditions for the replacement of the existing retaining wall (approximately 300 feet) located approximately 500 feet west of Rolling Lane. Up to four soil borings are anticipated at this location.
- f. Up to four additional borings are anticipated at new wall locations.

F. PUBLIC INVOLVEMENT

Add the following to Section II.C.7. of the Standard Provisions:

- d. Public Informational Meeting
 - (1) Assist the MUNICIPALITY in holding one public informational meeting and communicate concepts and probable impacts for the PROJECT.
 - (2) Prepare exhibits and supplementary handout materials.
 - (3) Provide the equipment necessary to conduct the public informational meeting.
 - (4) Prepare meeting minutes after the public informational meeting.
 - (5) Make arrangements for scheduling the public informational meeting and prepare a mailing list, draft meeting notices, and draft press releases for review and approval by the MUNICIPALITY. The MUNICIPALITY shall issue press releases and reserve a location for the public informational meeting.
 - (6) Assist the MUNICIPALITY with preparation of public informational meeting notices.
 - (7) Provide the MUNICIPALITY with copies of public informational correspondence and file notes.
 - (8) Communicate meeting schedules with the MUNICIPALITY.

G. MEETINGS

Add the following to Section II.C.8. of the Standard Provisions:

- a. Attend an Operational Planning Meeting as scheduled by the MUNICIPALITY at its office to discuss the organization and processing of the Services under this CONTRACT.
- b. Participate in a 30 percent review meeting via teleconference as scheduled by the DEPARTMENT and the MUNICIPALITY.
- c. Participate in a 60 percent review meeting via teleconference as scheduled by the DEPARTMENT and the MUNICIPALITY.
- d. Participate in a 90 percent review meeting via teleconference as scheduled by the DEPARTMENT and the MUNICIPALITY.
- e. Attend a preconstruction meeting via teleconference as scheduled by the DEPARTMENT.

H. PLANS, SPECIFICATIONS, AND ESTIMATES (PS&E)

Section II.C.9 of the Standard Provisions is deleted and replaced with the following:

- a. Prepare the PS&E as specified in the Sponsor's guide to nontraditional transportation projects and the MANUAL.

I. AGENCY COORDINATION

Section II.D.2 of the Standard Provisions is deleted and replaced with the following:

- 2. Section 401 Certifications:

Evaluate the effects of the PROJECT on water quality in accordance with the provisions of the Clean Water Act and Chapter TRANS 400, Wisconsin Administrative Code, and the MANUAL; and prepare the necessary application. Request and obtain a 401 Water Quality Certification for the PROJECT from the WDNR.

3. Section 404 Permits:

Evaluate the potential for discharge of fill materials into the waters of the United States in accordance with the provisions of the Clean Water Act and Chapter TRANS 400, Wisconsin Administrative Code, and the MANUAL; and prepare the necessary permit application.

4. Prepare a WDNR initial concurrence letter in accordance with the MANUAL.
5. Prepare a WDNR final concurrence letter request in accordance with the MANUAL, including preparation of an electronic stormwater notice of intent, using the WDNR ePermitting website.
6. Prepare a Tribal notification letter in accordance with the MANUAL.
7. Prepare United States Fish and Wildlife Service Section 7 Informal Consultation materials.
8. Prepare a Bureau of Aeronautics notification document in accordance with the MANUAL.

J. ROAD PLANS

- a. Prepare drawings, in accordance with the MANUAL, for the South Street shared-use trail construction between Lake Shore Drive and Wells Street (approximately 0.9 miles) and shared-use trail and on street bike lane construction from South Street to approximately 3000 feet south (approximately 0.5 miles)
- b. Shared-use trail drawings for the PROJECT are anticipated to include the following:
 - (1) Title sheet
 - (2) General notes
 - (3) Project overview
 - (4) Typical sections (existing and finished)
 - (5) Construction details
 - (6) Curb ramp layout detail drawings (up to four crossings)
 - (7) Erosion control
 - (8) Storm sewer
 - (9) Permanent signing and pavement marking
 - (10) Traffic control (anticipated to include lane closures with flagging)
 - (11) Alignment detail
 - (12) Plan and profile
 - (13) Cross sections

K. STRUCTURE DRAWINGS

- (1) Prepare structure drawings for the replacement of the existing retaining wall identified in section E.e.
- (2) Prepare a structure number request form.
- (3) In the design development of the retaining wall structure plan, develop up to three alternative structure types or other geometric configurations to enable selection of the design that provides a balance between practical construction considerations, R/W requirements, aesthetics and blending with topography, and costs.
- (4) Prepare a Structure Survey Report for the replacement of the existing retaining wall identified in Section E.e., in accordance with the MANUAL. Show the structure layout, typical cross section of the wall, geometry table showing offsets, ground line elevation, and top of wall elevation at maximum 25-foot stations, and pertinent data on the first sheet(s) of the completed structure drawings. Submit the Structure Survey Report to the DEPARTMENT for review.
- (5) Dimension the structure drawings and show controlling elevations. Prepare structure drawings to allow for the convenient layout in the field with customary degree of accuracy, and to allow for the production of an estimate of quantities for pertinent items of work to be performed in the PROJECT.
- (6) Furnish the DEPARTMENT with the structure drawings for review and examination.
- (7) Submit for review and examination specifications for items of work in the structure drawings which are not covered by the STANDARD SPECIFICATIONS and such amendments to or revisions of the STANDARD SPECIFICATIONS as may be required to cover the work contemplated by the drawings.
- (8) Drawings will be subject to review and examination by the DEPARTMENT. Such review and examination may be made on the site of the PROJECT.

- (9) Along with the drawings for structures submit one copy or reproduction of the design computations for the DEPARTMENT's review and permanent file.
- (10) Prepare structure drawings for up to two minor retaining walls anticipated to be 100 feet long.

L. TRANSPORTATION PROJECT PLATS (TPP)

- (1) Prepare the TPP for up to 28 parcels for the PROJECT in accordance with Wisconsin Statute 84.095, WisDOT Guide to Utility Coordination, and the MANUAL; include the 28 parcels on the TPP.
 - (a) Prepare each TPP drawing showing coordinates on section corners and on main line and side road survey line/reference line points of intersection (PIs). Four TPP drawings are included with this scope.
 - (b) Coordinate information will be referenced to the Wisconsin County Coordinate Reference System (English) NAD 1983, (2011) adjustment.
 - (c) Show newly monumented R/W points and reestablished R/W points with the size and kind noted (e.g. one-inch iron pipe) in accordance with the MANUAL.
 - (d) Show recovered monuments with the size and kind noted in accordance with the MANUAL.
 - (e) Note on the plat existing access control or access covenants from previous DEPARTMENT projects, certified survey maps (CSM), or subdivisions.
 - (f) Note on the plat existing property lines along with CSMs, subdivisions, assessor plats, county plats, plats of survey, condominium plats, and other surveys of record.
 - (g) Assign a note or table to each TPP to include the historical basis for dimensioning the existing highway R/W; include intersecting roads.
 - (h) Show the bearing and distance along the section line to the adjacent quarter corner or section corner whenever the mainline reference line and the R/W lines cross a section line. Note on the plat the type and coordinates of the section corner.
- (2) Title Searches/Updates

Obtain title searches, title updates, or commitments necessary to determine property lines and current ownerships for the PROJECT. It is estimated that 28 title searches are required. Provide a copy of the title searches, title updates, or commitments to the MUNICIPALITY, upon request.
- (3) Provide R/W descriptions for individual parcels of land and interests to be acquired as R/W for the PROJECT. Write descriptions in accordance with Wisconsin Statute 84.095 (7) and the MANUAL.
- (4) Prepare the descriptions using Microsoft Word 2007 or newer software and provide a copy of the descriptions, excluding the recording information, in an electronic format to the MUNICIPALITY.
- (5) Provide, upon request, one survey effort to field locate and temporarily mark the new R/W boundaries including temporary and permanent easements in a manner which will facilitate the appraisal of affected parcels and relocation of affected utilities. Approximately 50 points are anticipated for temporary marking.
- (6) Monument the new and reestablished R/W points, as depicted on the TPP, prior to construction. Submit to the MUNICIPALITY an as-staked document after R/W staking is complete. Approximately 30 locations are anticipated for monumentation.
- (7) Be responsible for revisions to the TPP and R/W descriptions, until the TPP is recorded with the County Register of Deeds Office. Amendments or revisions to the recorded transportation project plat shall be made in accordance with Wisconsin Statute 84.095, and the TPP guidelines.
- (8) Submit the TPP to the MUNICIPALITY for review and approval. The MUNICIPALITY shall be responsible for the recording of all TPPs.

M. SERVICES PROVIDED BY THE MUNICIPALITY

The MUNICIPALITY shall provide to the CONSULTANT the following for the PROJECT:

- 1. As-built drawings and existing R/W plat drawings, as available.
- 2. Utility contact list.
- 3. Utility work plan approvals, issuance of utility work permits, and provision of utility reimbursements.

4. Design, drawings, specifications, bid items, and engineer's estimate for sanitary sewer and water main work, if necessary.
5. Rectifying encroachments.
6. Recording of TPP drawings.
7. Real estate acquisition including utility parcels.
8. Issuing public informational meeting press releases and reserving a location for the meeting.

N. SERVICES PROVIDED BY THE DEPARTMENT

The DEPARTMENT shall provide to the CONSULTANT the following for the PROJECT:

1. Archaeological commitments
2. Railroad special provision article (if required)
3. Railroad agreement (if required)
4. Crash data (most recent available five-year period)
5. Wetland determinations/field delineations

PROSECUTION AND PROGRESS

Add the following to Section III. of the Standard Provisions:

G. The CONSULTANT proposes to sublet the following services as indicated:

1. Subsurface investigation services to ECS Midwest, LLC, 3695 N. 126th Street, Brookfield, Wisconsin 53005.
2. Title search services to Matrix Title Company, 2412 W. Washington Street, West Bend, Wisconsin 53095.
3. Historical and archaeological surveys and studies subcontracted to Commonwealth Heritage Group, Inc., 8669 N. Deerwood Drive, Milwaukee, Wisconsin 53209.

H. The following services will be submitted to the MUNICIPALITY and/or the DEPARTMENT by the indicated dates, if the CONSULTANT has received the Notice to Proceed by June 30, 2021.

Deliverable	Date
Conceptual Alternative Analysis	October 2021
Final Scope Review Plan (30 Percent Plan)	December 2021
Environmental Document—CEC	April 2022
Traffic Management Plan (60 Percent)	May 2022
Design Study Review Plan (60 Percent Plan)	June 2022
Design Study Report	June 2022
Public Informational Meeting No. 1	July 2022
Transportation Project Plat	July 2022
Project Plans to Utilities	October 2022
Draft PS&E Submittal to MUNICIPALITY	November 2023
Final PS&E Submittal to MUNICIPALITY	January 25, 2024
Construction Let Date	March 25, 2024
Preconstruction Meeting	Spring 2024

The CONSULTANT services will be completed by May 31, 2024.

STRAND ASSOCIATES, INC.
ACTUAL COST NOT TO EXCEED
CONSULTANT WEIGHTED AVERAGE DIRECT LABOR RATES
ID 3845-05-01
City of Lake Geneva, Wisconsin
(Lake Shore Drive to STH 120)
South Street Trail
Walworth County

Classification: **Design Project Manager - High**

Employee Name(a)	Current Rate(b)	Percent Contribution(c)	(b*c)
Employee #1535	\$51.62	40.00%	\$20.65
Employee #1477	\$58.27	35.00%	\$20.39
Employee #1174	\$78.84	25.00%	\$19.71
TOTAL		100.00%	\$60.75

Classification: **RLS / Plat Specialist**

Employee Name(a)	Current Rate(b)	Percent Contribution(c)	(b*c)
Employee #1352	\$46.43	40.00%	\$18.57
Employee #1416	\$54.38	60.00%	\$32.63
TOTAL		100.00%	\$51.20

Classification: **Design Engineer - High**

Employee Name(a)	Current Rate(b)	Percent Contribution(c)	(b*c)
Employee #1485	\$52.50	20.00%	\$10.50
Employee #1552	\$45.66	80.00%	\$36.53
TOTAL		100.00%	\$47.03

Classification: **Design Engineer - Entry**

Employee Name(a)	Current Rate(b)	Percent Contribution(c)	(b*c)
Employee #7229	\$41.54	50.00%	\$20.77
Employee #7089	\$42.00	50.00%	\$21.00
TOTAL		100.00%	\$41.77

Classification: **Design Technician - Mid**

Employee Name(a)	Current Rate(b)	Percent Contribution(c)	(b*c)
Employee #7129	\$27.96	80.00%	\$22.37
Employee #1504	\$39.19	20.00%	\$7.84
TOTAL		100.00%	\$30.21

Classification: **Clerical/Administration - Mid**

Employee Name(a)	Current Rate(b)	Percent Contribution(c)	(b*c)
Employee #1498	\$29.12	75.00%	\$21.84
Employee #1343	\$34.77	25.00%	\$8.69
TOTAL		100.00%	\$30.53



STRAND ASSOCIATES, INC.
ACTUAL COST NOT TO EXCEED
ID 3845-05-01
City of Lake Geneva, Wisconsin
(Lake Shore Drive to STH 120)
South Street Trail
Walworth County

CONSULTANT DIRECT LABOR RATES (May 1, 2021 - May 31, 2024)

Employee Name(a)	Classification(b)	Current Rate(c)	% Pay Increase(d1)	New Pay Rate(e1)	Date of Increase(f1)	% Pay Increase(d2)	New Pay Rate(e2)	Date of Increase(f2)	% Pay Increase(d3)	New Pay Rate(e3)	Date of Increase(f3)	% Work at Current Rate(g)	% Work at Increased Rate(h1)	% Work at Increased Rate(h2)	% Work at Increased Rate(h3)	Weighted Average Hourly Rate(i)
Average - Selected Individuals	Design Project Manager - High	\$60.75	0.10%	\$60.81	July, 21	0.10%	\$60.87	July, 22	0.10%	\$60.93	July, 23	2.00%	47.00%	28.00%	23.00%	\$60.85
Average - Selected Individuals	RLS / Plat Specialist	\$51.20	0.10%	\$51.25	July, 21	0.10%	\$51.30	July, 22	0.10%	\$51.35	July, 23	0.00%	25.00%	75.00%	0.00%	\$51.29
Average - Selected Individuals	Design Engineer - High	\$47.03	0.10%	\$47.08	July, 21	0.10%	\$47.12	July, 22	0.10%	\$47.17	July, 23	2.00%	47.00%	28.00%	23.00%	\$47.11
Average - Selected Individuals	Design Engineer - Entry	\$41.77	0.10%	\$41.81	July, 21	0.10%	\$41.85	July, 22	0.10%	\$41.90	July, 23	2.00%	47.00%	28.00%	23.00%	\$41.84
Average - Selected Individuals	Design Technician - Mid	\$30.21	0.10%	\$30.24	July, 21	0.10%	\$30.27	July, 22	0.10%	\$30.30	July, 23	2.00%	47.00%	28.00%	23.00%	\$30.26
Average - Selected Individuals	Clerical/Administration - Mid	\$30.53	0.10%	\$30.56	July, 21	0.10%	\$30.59	July, 22	0.10%	\$30.62	July, 23	2.00%	47.00%	28.00%	23.00%	\$30.58

Contract Completion: 5/31/2024

*Percent pay increase as shown above was used to negotiate total cost. According to our company policy we will provide equitable changes in the compensation to staff annually on July 1, as required.



STRAND ASSOCIATES, INC.
 ACTUAL COST NOT TO EXCEED
 DESIGN ENGINEERING
 CONTRACT SUMMARY OF STAFF HOURS AND DIRECT LABOR COSTS
 ID 3845-05-01
 City of Lake Geneva, Wisconsin
 (Lake Shore Drive to STH 120)
 South Street Trail
 Walworth County

CLASS		Design Project Manager - High		RLS / Plat Specialist		Design Engineer - High		Design Engineer - Entry		Design Technician - Mid		Clerical/Administration - Mid		Total Direct Labor	
Avg. Hourly Wage		\$60.85		\$51.29		\$47.11		\$41.84		\$30.26		\$30.58			
TASK	ACT. CODE	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Design Structure	656	8	\$486.80	0	\$0.00	38	\$1,790.18	6	\$251.04	18	\$544.68	0	\$0.00	70	\$3,072.70
Conduct and Process Existing Field Survey	723	8	\$486.80	7	\$359.03	5	\$235.55	0	\$0.00	220	\$6,657.20	0	\$0.00	240	\$7,738.58
Manage Project Stakeholders	743	9	\$547.65	0	\$0.00	12	\$565.32	0	\$0.00	5	\$151.30	4	\$122.32	30	\$1,386.59
Develop Transportation Project Plat (TPP)	745	0	\$0.00	240	\$12,309.60	0	\$0.00	0	\$0.00	100	\$3,026.00	0	\$0.00	340	\$15,335.60
Coordinate Utilities	746	0	\$0.00	0	\$0.00	20	\$942.20	20	\$836.80	0	\$0.00	0	\$0.00	40	\$1,779.00
Analyze Hazardous Materials Site Impact	765	5	\$304.25	0	\$0.00	20	\$942.20	0	\$0.00	0	\$0.00	2	\$61.16	27	\$1,307.61
Environmental Documentation and Agency Coordination	769	6	\$365.10	0	\$0.00	38	\$1,790.18	14	\$585.76	0	\$0.00	5	\$152.90	63	\$2,893.94
Design Geometrics and Details	776	18	\$1,095.30	0	\$0.00	129	\$6,077.19	177	\$7,405.68	139	\$4,206.14	3	\$91.74	466	\$18,876.05
Design Drainage	778	0	\$0.00	0	\$0.00	14	\$659.54	34	\$1,422.56	10	\$302.60	0	\$0.00	58	\$2,384.70
Develop Quantities and Estimates	786	0	\$0.00	0	\$0.00	6	\$282.66	14	\$585.76	0	\$0.00	0	\$0.00	20	\$868.42
Manage Post-PSE Though Let	790	0	\$0.00	0	\$0.00	2	\$94.22	0	\$0.00	0	\$0.00	0	\$0.00	2	\$94.22
Design Signing and Pavement Marking	819	0	\$0.00	0	\$0.00	7	\$329.77	8	\$334.72	6	\$181.56	0	\$0.00	21	\$846.05
Develop PSE Documents	856	8	\$486.80	2	\$102.58	26	\$1,224.86	12	\$502.08	8	\$242.08	32	\$978.56	88	\$3,536.96
Manage Project Scope and Schedule	887	53	\$3,225.05	0	\$0.00	52	\$2,449.72	0	\$0.00	0	\$0.00	0	\$0.00	105	\$5,674.77
TOTALS		115	\$6,997.75	249	\$12,771.21	369	\$17,383.59	285	\$11,924.40	506	\$15,311.56	46	\$1,406.68	1570	\$65,795.19



STRAND ASSOCIATES, INC.
ACTUAL COST NOT TO EXCEED
DESIGN ENGINEERING
CONTRACT FEE COMPUTATION SUMMARY BY ENGINEERING TASK
ID 3845-05-01
City of Lake Geneva, Wisconsin
(Lake Shore Drive to STH 120)
South Street Trail
Walworth County

TASK	ACTIVITY CODE	Direct labor Costs	Overhead Costs	Direct Expenses	Fixed Fee	TOTAL
Design Structure	656	\$3,072.70	\$4,676.03	\$700.00	\$556.93	\$9,005.66
Conduct and Process Existing Field Survey	723	\$7,738.58	\$11,776.57	\$8,264.00	\$1,402.62	\$29,181.77
Manage Project Stakeholders	743	\$1,386.59	\$2,110.11	\$364.00	\$251.32	\$4,112.02
Develop Transportation Project Plat (TPP)	745	\$15,335.60	\$23,337.72	\$3,164.00	\$2,779.58	\$44,616.90
Coordinate Utilities	746	\$1,779.00	\$2,707.28	\$420.00	\$322.44	\$5,228.72
Analyze Hazardous Materials Site Impact	765	\$1,307.61	\$1,989.92	\$280.00	\$237.00	\$3,814.53
Environmental Documentation and Agency Coordination	769	\$2,893.94	\$4,404.00	\$714.00	\$524.53	\$8,536.47
Design Geometrics and Details	776	\$18,876.05	\$28,725.57	\$5,040.00	\$3,421.28	\$56,062.90
Design Drainage	778	\$2,384.70	\$3,629.04	\$616.00	\$432.23	\$7,061.97
Develop Quantities and Estimates	786	\$868.42	\$1,321.56	\$210.00	\$157.40	\$2,557.38
Manage Post-PSE Though Let	790	\$94.22	\$143.38	\$28.00	\$17.08	\$282.68
Design Signing and Pavement Marking	819	\$846.05	\$1,287.52	\$238.00	\$153.35	\$2,524.92
Develop PSE Documents	856	\$3,536.96	\$5,382.55	\$938.00	\$641.07	\$10,498.58
Manage Project Scope and Schedule	887	\$5,674.77	\$8,635.86	\$910.00	\$1,028.55	\$16,249.18
Rounding Correction	---	\$0.00	\$0.01	\$0.00	\$0.00	\$0.01
TOTALS		\$65,795.19	\$100,127.12	\$21,886.00	\$11,925.38	\$199,733.69

Company Wide Overhead Rate = 1.5218
Fixed Fee Overhead Rate = 1.5000
Fixed Fee = 7.25%



STRAND ASSOCIATES, INC.
ACTUAL COST NOT TO EXCEED
ID 3845-05-01
City of Lake Geneva, Wisconsin
(Lake Shore Drive to STH 120)
South Street Trail
Walworth County

DIRECT EXPENSES BY ITEM

DESCRIPTION	UNIT	NO. OF UNITS	UNIT COST	TOTAL COST
Employee Vehicle Mileage	1 Mile	1800	\$0.56	\$1,008.00
Meals (Lunch)	1 Each	20	\$8.00	\$160.00
Total Station	1 Day	15	\$220.00	\$3,300.00
GPS	1 Day	10	\$290.00	\$2,900.00
Computer Usage	1 Hour	1037	\$14.00	\$14,518.00

TOTAL \$21,886.00

STRAND ASSOCIATES, INC.
 ACTUAL COST NOT TO EXCEED
 ID 3845-05-01
 City of Lake Geneva, Wisconsin
 (Lake Shore Drive to STH 120)
 South Street Trail
 Walworth County

Consultant Contract Total Fee Computation

Project ID	ID 3845-05-01	Total for Contract
Number of Staff Hours	1570	1570
Total Direct Labor	\$65,795.19	\$65,795.19
Total Overhead Costs	\$100,127.12	\$100,127.12
Fixed Fee	\$11,925.38	\$11,925.38
Direct Expenses	\$21,886.00	\$21,886.00
Subtotal	\$199,733.69	\$199,733.69
Matrix	\$20,300.00	\$20,300.00
ECS	\$7,740.00	\$7,740.00
CHG	\$3,337.98	\$3,337.98
Subcontract Total	\$31,377.98	\$31,377.98
Total Cost	\$231,111.67	\$231,111.67

TAP Grant Budget:
\$147,896

Company Wide Overhead Rate: 1.5218
 Fixed Fee Overhead Rate: 1.5000
 Percent Fixed Fee: 7.25%



Professional

Engineering

Services

South Street Trail Design Services

WisDOT Project I.D.
3845-05-01/71

Statement of Qualifications

City of
Lake Geneva, WI

March 25, 2021

Contact Information:

Strand Associates, Inc.®
910 West Wingra Drive
Madison, WI 53715
Zachary Simpson, P.E.
Project Manager





Strand Associates, Inc.®
910 West Wingra Drive
Madison, WI 53715
(P) 608.251.4843

March 25, 2021

Mr. Tom Earle
Director of Public Works
City of Lake Geneva
626 Geneva Street
Lake Geneva, WI 53147

Re: Request for Qualifications (RFQ) – South Street Trail Design Services
WisDOT Project I.D. 3845-05-01/71

Dear Mr. Earle:

On behalf of Strand Associates, Inc.®, thank you for the opportunity to submit our Statement of Qualifications (SOQ) for bicycle and pedestrian path design services along South Street in the City of Lake Geneva, Town of Linn, and Town of Bloomfield. In reviewing the enclosed information, the City will find us highly qualified to complete this project. We are excited to offer the following:

- **A thorough understanding of the project and the Wisconsin Department of Transportation (WisDOT) process, providing the foundation for successful project implementation.**
- **An experienced project team, providing smooth project delivery**
- **A track record of successful similar projects, demonstrating our team's capabilities.**

Our team is committed to providing the highest level of service with appropriate personnel, equipment, and facilities to perform the scope of services as defined in the RFQ.

Again, thank you for this opportunity. We look forward to applying our experiences to this project and continuing to build our relationship with the City. If there are questions regarding our submittal, please call.

Sincerely,

STRAND ASSOCIATES, INC.®

A handwritten signature in black ink, appearing to read 'Zachary R. Simpson'.

Zachary R. Simpson, P.E.
Project Manager

A handwritten signature in black ink, appearing to read 'Eric D. Vieth'.

Eric D. Vieth, P.E.
Quality Control Engineer

P210.330/ZRS:mah

Project Understanding and Approach

Thorough Understanding of the Project and WisDOT Process Provides Foundation for Success

The City of Lake Geneva is seeking a qualified engineering firm to assist with project implementation, including survey, planning, stakeholder engagement and coordination, right-of-way platting, regulatory permitting, and final plans, specifications, and estimates (PS&Es). The City has successfully secured WisDOT TAP (Transportation Alternatives Program) funding for the project, as well as local funding for a portion of the trail.

The South Street Trail project includes repaving of the existing trail from Edwards Boulevard to Bonnie Brae Lane, extending the 10-foot-wide asphalt trail from Bonnie Brae Lane west to Lake Shore Drive, and extending the trail on CTH H south, off-street, and then eventually to bike lanes. In addition to constructing and repaving the South Street Trail, intersection improvements for pedestrian movements and safety will be addressed. The corridor for the South Street Trail includes a variety of existing conditions that will be addressed during preliminary and final design. Utilities along the corridor – especially overhead utilities – will be taken into consideration during preliminary design of the South Street Trail alignment. The South Street Trail will cross private driveways, intersections, and entrances to the Badger High School and Lake Geneva Middle School, each of which will be carefully considered during development of the traffic control plan. Additionally, the varying existing landscape, including existing retaining walls, throughout the South Street Trail corridor will provide an opportunity to address drainage concerns and through the use of retaining walls, as necessary, accommodate the proposed trail.



Existing grade changes between the roadway and trail alignment may require retaining walls or variances by WisDOT.



The existing path will be repaved because of deteriorating pavement conditions. Large mature trees line the existing trail and the future trail corridor.



Existing curb ramps throughout the corridor are cracked and do not meet Americans with Disabilities Act (ADA) standards.

How We Work

Our **multi-disciplined team** routinely completes projects similar to the South Street Trail and has developed a strategy proven to deliver projects efficiently, cost effectively, and on time. Our team will begin by scoping the project with team stakeholders, including development of design scope and overall schedule. The **critical path of the schedule** will then be used to establish objective deadlines to keep the project on track and promote completion of deliverables and related reviews. **Ongoing communication** ranging from correspondence with City staff to informational meetings will be handled effectively by our Project Manager and support team. A detailed plan for communicating with City staff based on the City's preferred frequency will be developed at the beginning of the project. A proper schedule and timely communications will keep the project on track, financially. Our internal **quality control and cost control** approach is used on all WisDOT projects and enables us to **stay within a client's budget**.



Project management will focus on communication, schedule, and cost.

Tasks Dictate Critical Path of Schedule

The task summary and schedule below were developed based on our knowledge and experience with the federal process, a requirement of WisDOT TAP. Following the critical path ensures that milestones are met and that the final PS&E is submitted on time. Note that the task table is intended to highlight only significant tasks, not necessarily all tasks.

WisDOT Process Task Summary

Phase 1 – Data Gathering, 30% Design, and Environmental Documentation

- Review existing data (as-builts, drainage, reports, utility maps, and aerial photos)
- Perform detailed survey data collection and base mapping of the project area
- Perform geotechnical services, including soil borings
- Provide Utility/Agency coordination
- Complete Pavement Design Report
- Provide 30% design and estimate – review opportunity for City/WisDOT to provide comments
- Prepare Archaeology/Historical Submittal (DT1030 for screening this project)
- Send public information meeting notices
- Complete Environmental Document (Categorical Exclusion Checklist [CEC])

Phase 2 – 60% Design and Report Approvals

- Provide 60% design and estimate – review opportunity for City/WisDOT to provide comments
- Conduct ongoing regulatory agency coordination (Wisconsin Department of Natural Resources [WDNR], U.S. Army Corps of Engineers)
- Prepare Transportation Management Plan (TMP)
- Complete Design Study Report (DSR)
- Complete Stormwater Report
- Complete right-of-way plat (TPP) or TLE (Temporary Limited Easement) exhibit (to reduce costs), if needed
- Provide Utility coordination

Phase 3 – Final Design and PS&E

- Provide 90% design and estimate – review opportunity for City/WisDOT to provide comments
- Complete right-of-way (TLE) acquisition, if needed
- Assist with permitting
- Prepare Final PS&E
- Assist with letting
- Provide construction-related services

WISCONSIN BICYCLE FACILITY DESIGN HANDBOOK



Sponsor's Guide To Non-Traditional Transportation Project Implementation



Delivery Sequence

Our delivery sequence illustrates our understanding of the process for federally funded projects. It includes identifying the critical path, resolving unresolved routing, and moving toward necessary approvals. Design of the South Street Trail will likely begin this summer, with construction scheduled for 2024. The following graphic visually depicts the overall project schedule. This representation is general in nature and a more detailed schedule with hard dates and tasks will be developed with project stakeholder input and modified as the design process progresses. It is important to note that the *WisDOT Sponsor's Guide to Non-traditional Project Implementation* contains valuable guidance on project implementation. A clear understanding of the *Sponsor's Guide* is necessary to efficiently deliver non-traditional projects of this nature.



Communication Plan is Proactive and Consistent

As mentioned, our Project Manager and support staff will work with the City to develop a communication plan that works well for those involved. This includes not only day-to-day communication, but also meetings with other stakeholders and regulatory agencies, and public involvement. Given the status of the ongoing pandemic, we feel it is imperative to work together to develop a communication plan that utilizes the appropriate amount of **technology** and frequency to keep team members on the same page. In addition to team communication (including City staff and WisDOT), we anticipate proactive communications with the following entities throughout the process to limit right-of-way and private property impacts:

- **Town of Linn** – discuss trail alignment, right-of-way impacts, and access needs.
- **Town of Bloomfield** – discuss trail alignment, right-of-way impacts, and access needs.
- **WDNR for Big Foot Beach State Park** – discuss right-of-way impacts, access needs and safety needs, along with permit needs.
- **Geneva Lakes Family YMCA** – discuss access design, safety, and construction provisions.
- **Lake Geneva School District** – discuss access design, safety, and construction provisions.

		Priorities						
Key Stakeholders	City Staff	Schedule	Property Impacts / Access	Traffic Impacts	Project Aesthetics	Utility Impacts	Budget	Design Plans
	Residents							
	Business Owners							
	Tourists							
	Commuters							
	Utility Providers							
	City Government							

Our experience has shown that different entities have different priorities and it is important to understand them all.

Public Involvement Engages the Community

We will work with the City to determine the desired number of public informational meetings (PIMs) and to determine if they can be held in-person or virtually. Currently, WisDOT is projecting the use of only virtual PIMs; we will work closely with the City on PIM accommodations. We can host in-person or **virtual PIMs via Microsoft Teams, Zoom, YouTube Live, Facebook Live, etc.**

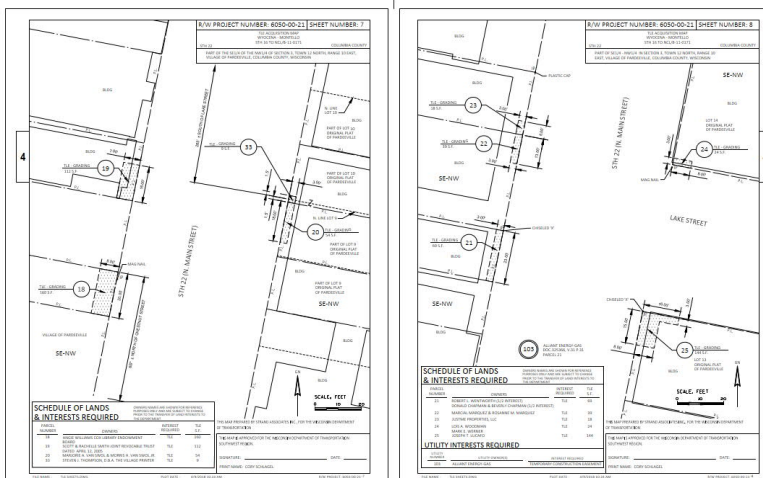
Drainage Opportunities

The South Street rural corridor currently drains off the existing road pavement to various ditches or green space. With construction of the trail, the City has an opportunity to provide a drainage system through the corridor by drainage ditches or a storm sewer system. However, there are clear zone distances between the edge of the roadway and edge of the proposed trail that vary from a rural to urban corridor, possibly impacting the location of trail alignment. To improve the drainage throughout the corridor and meet clear zone requirements, South Street could be urbanized to accommodate the trail, promote positive drainage, and increase the longevity of the trail improvements.

Easements and Temporary Limited Easement Acquisition

After review of the existing grade changes and the landowners along the proposed South Street Trail corridor, we believe there will be easements and TLE acquisition for the design and construction of the trail. In locations along the corridor where it applies, TLEs will be considered. If TLEs are required, we propose using a **TLE Acquisition Exhibit** in place of a traditional right-of-way plat, to save the City money. Team member Heather Bartelt, PLS, assisted the WisDOT Southwest Region with development of **TLE Acquisition Exhibits** as part of a pilot project to assist WisDOT as it developed requirements for the **WisDOT Facilities Development Manual (FDM)**. Heather is looking forward to applying her experience on TLE acquisition exhibits to this project.

Using TLE acquisition exhibits in place of standard plats could save the City time and money.



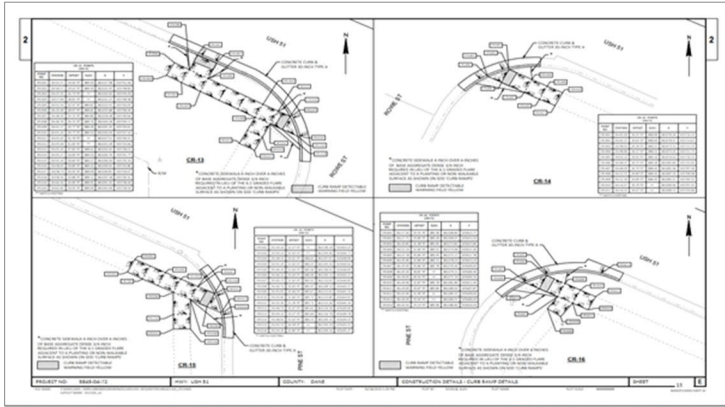
Sample TLE acquisition exhibits.



Use of retain wall can limit impacts to properties within the right of way.

Intersection Improvements Provide Safe Crossings Near Badger High School

Intersection improvements will be completed at the Wells Street and South Street intersection in addition to where the proposed trail will cross from the south to north side of South Street. The intersection improvements will include the requirements that comply with ADA regulations. We lay out our curb ramp details early in the 60 percent design phase, as ADA requirements sometimes change the location of crosswalks and can affect adjacent private utility facilities and drainage areas.



Sample curb ramp layout construction detail sheet required for WisDOT-let projects.



Pedestrian crossing on Woodland Drive in Waunakee, Wisconsin, including rectangular rapid-flashing beacons (RRFB).

Attention to Detail Minimizes Change Order Costs to Lake Geneva

A successful project provides a buildable design, meets deadlines, and stays within budget. We are fully familiar with the WisDOT design process and understand critical path approvals. We establish intermediate milestones that provide agencies, the City, and WisDOT sufficient time to review products and make decisions. **We have never missed a scheduled PS&E date.** We review the status of intermediate milestones and make adjustments during the design process, not at the end of the design process.

Our projects use an integrated system of task and budget management activities, including the following:

- **Detailed Work Plan Development** – Prior to the start of a project, our Project Manager (Zach Simpson) will prepare a work plan that includes major project tasks and personnel/resources needed.
- **Quality Control (QC)** – We have a standardized, in-house quality control program leading to projects that are buildable, accurately budgeted, and produce a minimum of change orders. An internal QC program applies peer review at each step of the design process.
- **Opinions of Probable Construction Cost (OPCC)** – For the South Street Trail project, we will provide the City 30, 60, 90 percent, and final PS&E cost estimates. We also propose a 5 percent cost estimate based on the concept layout as a *gut-check* of the available budget prior to proceeding with preliminary design. Early in the design process is when there is the most flexibility for changes. Completing an early check-in on the project's cost at the start of design will be a valuable tool to confirm the budget available. This early check-in will allow for adjustments (if needed) to stay in line with the budget, while still maintaining the milestone delivery schedule. We are in-tune with industry trends on unit prices. We will complete a detailed review of unit prices based on WisDOT's database, Bid Express, and local similar projects to provide documented justification of the final unit prices, with a focus on the following:
 - **Review of significant bid items** – Top 20 percent of the bid items typically makes up approximately 80 percent of the cost.
 - **Risk-based evaluation of bid items** – Risk comes in a variety of forms. For example, some items have higher risk because they have a high unit cost and are sensitive to market fluctuations. Other items may have higher risk because they require nonstandard specifications, need a high level of plan detail (which must then be correctly interpreted by the bidders), or are specialty items.
 - **Project-specific unit price influence** – Project location (in relation to materials), potential contractor competition, time of bid letting, project schedule constraints, traffic control aspects (open/complex staging/detour).
- **Construction Cost Record Proves Product Quality** – We track and compare the bid letting cost of our projects with the final construction costs. The percent change from bid let amount to final constructed cost is a direct measure of the quality of drawings and specifications we provide to our clients.

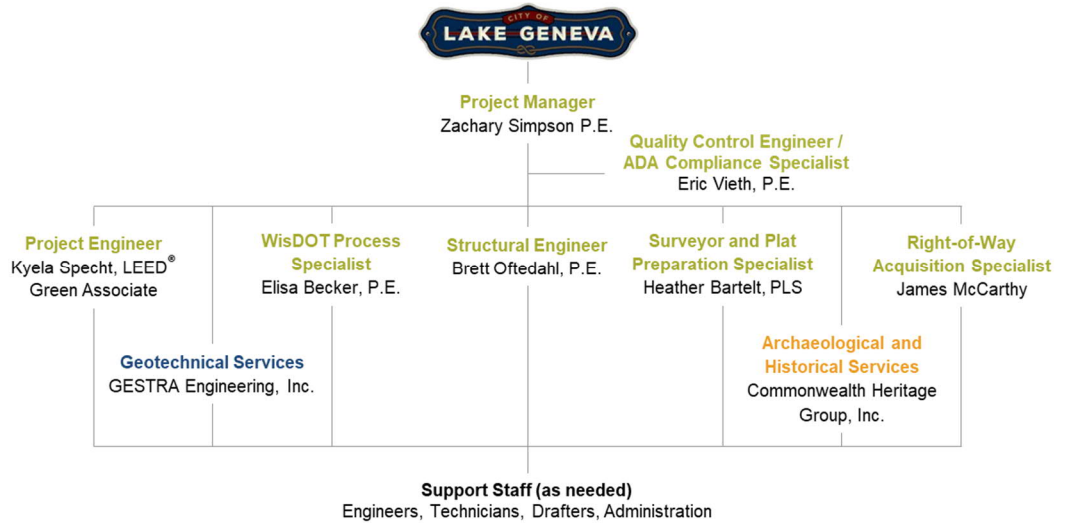
We have a proven quality control program that assures that projects are buildable, accurately budgeted, and provide a reduced number of change orders.

We track and compare the bid letting cost of our projects with the final construction costs.

Project Team

Practiced Team with Extensive Experience Results in Efficient, Cost-Effective Project Delivery

We have a team of professionals that have the requisite skill sets to make the City's street improvement project a success. Our team is built on significant experience to complete projects cost effectively. As an organization, we have the highest commitment to our clients and, therefore, will provide the resources necessary to make sure the City's goals for this project are successfully met. Brief summaries of each key team member are provided below. Resumes are included in the *Appendix*.



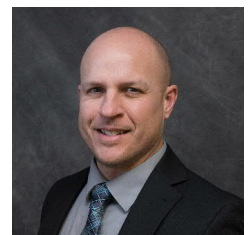
Project Manager

Zachary R. Simpson, P.E., has 15 years of practical experience in the municipal and transportation engineering field and will serve as our team's Project Manager, responsible to the City for management, administration, and day-to-day technical progress of this project. Zach's specialty is completing projects in challenging locations, often in complex urban environments or where a balance of impacts and regulatory requirements generate the need for creative solutions. Zach is well versed in urban street and utility design, trail design, regulatory permitting, construction administration, and construction-related activities. He has worked on more than a dozen projects that have included substantial trail design, including a non-traditional, TAP grant funded trail project in the City of Janesville, Wisconsin. Zach's overall experience and attention to detail with both design and construction issues provides a crucial resource for the communities and clients he serves. He will prove to be an asset to the team by establishing a cooperative atmosphere among the client, project team, stakeholders, residents, and regulatory agencies to advance the goals of the City.



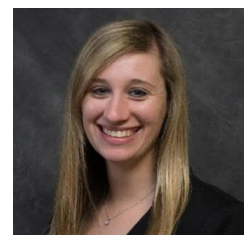
Quality Control Engineer and Americans with Disabilities Act Compliance Specialist

Eric D. Vieth, P.E., will serve as the QC Engineer, providing leadership to assure that this project meets City and agency requirements. He will also bring knowledge and expertise in complying with ADA standards for accessible design. Eric has led projects requiring coordination with local, state, and regional ADA authorities to confirm accessible routes and facility compliance for many of our clients. Eric's projects have included design of ADA-compliant curb ramps, sidewalks, parking lots, on-street parking, pedestrian malls, plazas, overlooks, landscape nodes, and pedestrian/bicycle trail networks for municipalities in Wisconsin, Kentucky, and Iowa. Eric also managed the plan development of 2.5 miles of bicycle route for the Wildwood-McMillan Connector Trail in Marshfield, Wisconsin. This project included new concrete and asphalt trail pavement and striping of existing streets to provide bicycle-friendly facilities.



Project Engineer

Kyela R. Specht, LEED® Green Associate, has 5 years of municipal engineering experience. Her experience includes design of water mains, sanitary sewers, force mains, storm sewers, and roadways for local communities; utility reconstruction for WisDOT projects; and design of multi-use paths for local communities. Kyela has field experience with local communities, as well as a part of WisDOT projects, where she provided Resident Project Representative (RPR) services, including construction observation and coordination, quantity documentation, project permit applications, and opinion of probable cost preparation. Kyela served as a project engineer for the Ice Age Trail Relocation project in the City of Janesville and the Zander Park Trail in the Village of Cross Plains, Wisconsin.





Structural Engineer

Brett M. Oftedahl, P.E., has 16 years of engineering experience designing a wide range of structures, including bridges (highway and pedestrian), retaining walls, box culverts, and utility structures. His retaining wall experience includes design of cast-in-place concrete walls, steel sheet pile walls, soldier pile walls, bin walls, soil nail walls, gravity block retaining walls, and mechanically stabilized earth (MSE) wall systems. Brett's recent projects include design of retaining walls and an elevated boardwalk on the Rock River in Janesville, Wisconsin; the structural channel and retaining wall design for the Willow Creek restoration project in Madison, Wisconsin; and design of the retaining walls and other structural components for the Valley Conveyance System stream project in Cincinnati, Ohio. Brett's recent WisDOT projects include bridge and retaining wall designs for the Verona Road reconstruction project, including the multi-use path bridge for the Cannonball Path over McKee Road in Fitchburg, Wisconsin.



WisDOT Process Specialist

Elisa C. Becker, P.E., has 8 years of experience with WisDOT and municipal projects that involve vertical and horizontal design of urban and rural roadways, bike and pedestrian paths, storm sewer layout, as well as plan and estimate preparation. Elisa worked on the Beltline project in Madison, Wisconsin, that incorporated recreational/bike path design into the largest arterial highway design ever undertaken within the city limits. Her recent transportation projects include Walworth County's STH 59 (Milwaukee Street in the City of Whitewater), City of Delavan's STH 50, and City of Middleton and City of Madison's Pleasant View Road. Elisa's diverse experience with the WisDOT process and trail projects will enable her to identify optimal solutions to address key project issues.



Surveyor and Plat Preparation Specialist

Heather S. Bartelt, PLS, is a licensed Professional Land Surveyor in Wisconsin. Heather serves as our firm's Lead Survey Crew Chief and Computer-Aided Drafting (CAD) Standards Specialist and has been with our firm for 21 years. She has extensive experience in municipal and WisDOT roadway design project development and has led numerous survey, easement, and plat preparation efforts. Heather's experience includes the use of HDS (High Definition Surveying 3D laser scanning), Global Positioning Systems (GPS), and Total Stations. Heather will bring her expertise in both surveying and right-of-way plat preparation to this project, providing efficiency and accuracy.



Right-of-Way Acquisition Specialist

James R. McCarthy is an ecologist and conducts our firm's right-of-way acquisitions as well as environmental reviews, wetland delineations, habitat assessments, and natural landscaping evaluations. Jim has a master's degree in restoration and 31 years of governmental and consulting experience. Trained as a forest ecologist/arborist and certified as a wetland specialist, Jim evaluates natural environment impacts and prepares tree and wetland surveys, wetland delineations (250+), resource plans, and ecological restorations for stormwater/conveyance corridor reviews, road/trail transportation projects, and other public and private development projects.



Successful Relationship with Proposed Subconsultants Supports Ability to Meet City's Project Schedule

Though our firm provides a wide variety of in-house services, we also work with specialty subconsultants, as needed. For this project, we anticipate working with GESTRA Engineering, Inc. (GESTRA) for geotechnical services and have Commonwealth Heritage Group, Inc. (CHG) on the team for archaeological and historical services, if needed.

Geotechnical Services – GESTRA Engineering, Inc.

GESTRA specializes in geotechnical, structural, pavement, and construction materials engineering. GESTRA's projects range in size and complexity from small challenging assignments to large development and infrastructure projects. GESTRA provides a wide range of services, starting during the initial planning process and feasibility studies and continuing through project construction and completion. GESTRA has worked on several projects as part of our team in recent years. GESTRA is registered as a Minority and Small Business Enterprise (MBE/SBE).



Archaeological and Historical Services – Commonwealth Heritage Group, Inc.

CHG's Wisconsin-based staff has more than 25 years of experience working with WisDOT, the Wisconsin Division of Historic Preservation, the Burial Site Preservation Office, and numerous federal, state, and municipal agencies. While **historical and archeological services are not anticipated**, we have successfully worked with CHG on numerous WisDOT Local Program projects and is on our team, if needed.



Project Experience

As a Wisconsin-based firm, we are well versed with, and even helped write, the bicycle and pedestrian standards contained in WisDOT's FDM. We have also been fortunate to have the opportunity to assist clients all over the Midwest with bicycle and pedestrian facility improvements, from plan development through construction, in whatever capacity is necessary or preferred. Below are just a few of our firm's past bicycle facility projects and clients served, substantiating our experience with the elements needed for a successful South Street Trail design.

Town Square – Janesville, WI	
Key Personnel	Zach Simpson, Kyela Specht
Reference	Paul Woodard, Director of Public Works, 608-755-3182, woodardp@ci.janesville.wi.us City of Janesville, 18 North Jackson Street, Janesville, WI 53547
Project Duration	2016 – 2018

The Janesville Town Square project is a multi-phased effort focused on providing and promoting access to the Rock River. The project recently won the *American Public Works Association (APWA) Project of the Year Award* in the state of Wisconsin. The fourth stage primarily involved the relocation of the Ice Age Trail and included two sections of elevated precast trail with cable railing and integral in-rail lighting, a bio-infiltration basin, reconstructed parking area, a drinking fountain, and hardscaped areas and amenities. In addition, custom fixtures and features, such as light poles, were installed during Stage 4. This project required a significant amount of interaction with WDNR waterway permitting staff and was awarded several grants, including a WDNR stewardship grant and a TAP grant through WisDOT for the ice age trail relocation. We were able to deliver this project in less than 1 year, while adhering to the sponsor's guide for non-traditional transportation projects.



The completion of Phase 4 included relocating the Ice Age Trail through a newly developed area in the City of Janesville.

Zander Park Trail – Cross Plains, WI	
Key Personnel	Kyela Specht, Heather Bartelt, Jim McCarthy
Reference	Mike Axon, Parks and Recreation Director, 608-798-3241, ext. 107, maxon@cross-plains.wi.us Village of Cross Plains, 2417 Brewery Road, Cross Plains, WI 53528
Project Duration	2015 – 2018

This project involved the installation of a new bike and pedestrian trail in H.M. Zander Park in Cross Plains, Wisconsin. The new crossing extends the current off-road pedestrian and bike trail system in Zander Park to connect to County Highway KP to the west and Highway P to the east, as well as create an off-road connection to neighborhoods, schools, and businesses. The trail provided a critical railroad crossing over existing Wisconsin and Southern Railroad mainline railroad tracks to connect existing bike trail facilities previously installed along the north side of the tracks and offer pedestrians and bicyclists a safe mode for crossing.

An extensive amount of coordination with project stakeholders was necessary, including WisDOT, Wisconsin and Southern Railroad, WDNR, and adjacent property owners. The construction phase of the project was split into two phases to accommodate the Village's budget cycle – Phase 1 was completed by Spring 2018, with completion of Phase 2 in late 2018. This project expanded bike trail interconnectivity in Dane County by helping to provide a link between the greater Madison metro area and the Wolf Run Trail in Mazomanie. The expanded trail also created safer routes for neighborhoods in the Cross Plains community and enabled members of the community to utilize and enjoy the Black Earth Creek watershed more fully.



New concrete pavement and wooden boardwalk trail provided pedestrian connectivity by coordinating with multiple entities.



Wildwood-McMillan Connector Trail – Marshfield, WI

Key Personnel	Eric Vieth, Heather Bartelt, Jim McCarthy
Reference	Dan Knoeck, Public Works Director, 715-384-3836, danknoeck@ci.marshfield.wi.us City of Marshfield, 207 West 6th Street, Marshfield, WI 54449
Project Duration	2017 – 2018

For years, the City of Marshfield has been pursuing the development of a primarily off-road pedestrian/bicycle trail that connects the north side of the city to the south side, through the Steve J. Miller Recreational Area located in the heart of the city.

In 2009, the City entered into an agreement with WisDOT for a local transportation enhancement (TE) program, after receiving a TE grant to make its dream a reality. Upon completion, this 10-foot-wide asphalt trail extends approximately 2.5 miles, serving residential, school, hospital, clinic, public building, and business properties, as well as multiple park sites. The trail utilizes an abandoned railroad corridor through the city for the majority of the route, platted right of way that had not been improved, and includes a few blocks of on-road route using sharrow markings.

Project challenges included acquisition of railroad and private property, completion of Phase 1 and 2 environmental site assessments, path routing through a Historical District and the need to meet Federal Section 106 requirements, crossing of school and park properties and the need to fulfill federal Section 4f requirements, and coordination with the WDNR for mitigation of impacts to wetland and floodplain areas along the trail.

Numerous public meetings were held, in which property owners, business owners, and other project stakeholders were in attendance to review and provide feedback on the design process. The project was completed in September 2018 at a construction budget of \$1.2 million.



Wildwood-McMillan connector trail at Wildwood Station/Wildwood Park and Zoo.

Woodland Drive Bicycle Trail – Waunakee/Westport, WI

Key Personnel	Heather Bartelt, James McCarthy
Reference	Kevin Even, Village Engineer, 608-849-5626, kevin@waunakee.com Village of Waunakee, 500 West Main Street, Waunakee, WI 53597
Project Duration	2008 – 2010, 2015, 2016

As long-time consulting engineers to the Village and Town, our firm has designed roadway and recreational trail projects in the project area since 2008. The most recent projects were completed in 2016. One was the path project along CTH Q, connecting new commercial areas of CTH Q to Woodland Drive. Design and acquisition for this segment began in Late 2015 with acquisition of three parcels of land. The other 2016 project included construction of a path along Woodland Drive from CTH M to Mary Lake Road in the Town of Westport. This project was funded by PARC (Park and Recreational Facility Construction Act) funding from Dane County, as well as LRIP (Local Road Improvement Program) Discretionary funds, and followed WisDOT nontraditional sponsor's guidelines.

The 2011-2012 constructed Woodland Drive project reconstructed 1.2 miles of this rural minor arterial roadway linking Waunakee and Westport. The reconstructed urban/rural hybrid section of the roadway provided new bicycle and pedestrian accommodations throughout, via the addition of on-road bike lanes and off-street path. The project followed the process for federally funded projects, including Section 106 investigations, an environmental report, and a traditional PS&E letting. Other portions of Woodland Drive within the village and town were constructed in 2008, 2010, and 2011. In totality, all these projects added a trail/bike lane network extending more than 4 miles from CTH Q to CTH M.



Reconstructed Woodland Drive with bike trail.



Starin Road Extension – Whitewater, WI	
Key Personnel	Zach Simpson
Reference	Cameron Clapper, City Manager, 262-473-0101, cclapper@whitewater-wi.gov City of Whitewater, 312 West Whitewater Street, Whitewater, WI 53190
Project Duration	2010 – 2011

For several decades, the City of Whitewater desired an additional east-west street corridor to supplement the two existing east-west streets in the downtown area. An extension of Starin Road in the northern part of the city was identified on plat maps and City planning documents, but the City could not justify the cost of the new street.

In 2010, the City received a grant from the Economic Development Administration to construct the new street and related infrastructure. The extension of Starin Road would provide a direct connection between the University of Wisconsin-Whitewater campus and the new Whitewater University Technology Park. The Starin Road Extension project included approximately 4,700 feet of new street between Fremont Street and Highway 59. The routing of the new street was complicated by an existing bridge and public works facility and the presence of several wetlands. The project included three wet detention basins to address stormwater management requirements.

To facilitate bicycle and pedestrian traffic, a shared-use path was constructed for the entire project length. On both ends of the project, the shared-use path was connected to existing on-street bike lanes. A new, 95-foot-span, prefabricated bridge over Whitewater Creek was also included in the project. The shared-use path has been very well received by the Whitewater community.



Starin Road extension facilitated bike and pedestrian traffic with a shared-use path along the street.

Pedestrian Network Connectivity Improvements – Lake Mills, WI	
Key Personnel	Kyela Specht, Heather Bartelt
Reference	Steven Wilke, City Manager, 920-648-2344, swilke@ci.lake-mills.wi.us City of Lake Mills, 200 Water Street, Lake Mills, WI 53551
Project Duration	2020 – 2023

In 2020, we provided support to the City of Lake Mills as it pursued TAP grant funding for Pedestrian Network Connectivity improvements throughout the city. We were selected by the City to assist with project implementation for the pedestrian connectivity improvements, including seven segments totaling approximately 7,000 feet of sidewalk where lack of sidewalks forced pedestrians to use roadways to move between pedestrian destinations. Specifically, there are a couple high pedestrian traffic destinations that are not served by a connected sidewalk network nor do safe roadway crossings exist. The project costs were estimated at \$550,000 and the City was awarded \$432,400 in TAP grant funds for an 80 percent federal fund share of project construction costs. The City will fund design 100 percent locally, allowing it to streamline the engineering solicitation and procurement process. The project is in the design phase and will be constructed in 2023.

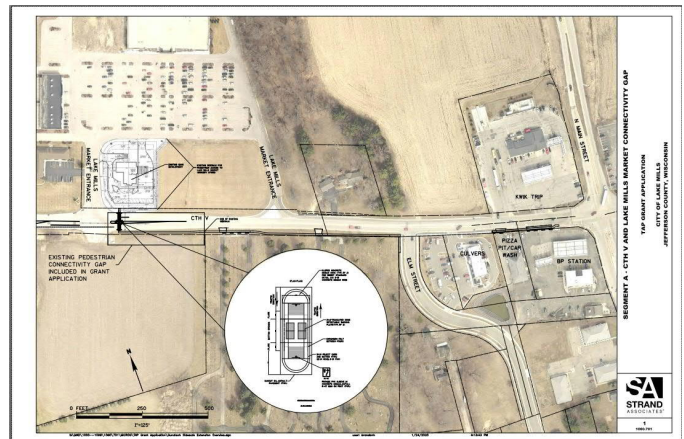


Exhibit showing pedestrian network connectivity for the City of Lake Mills TAP grant funded project.

Summary

In summary, the value that we provide to our clients is a direct reflection of our comprehensive approach and talented staff. The WisDOT process outlined in this SOQ represents just an overview of the entire approach to a DOT-let project – an approach our team has used on a variety of projects. Our trail project experience provides an outline of just a few of our clients and projects; we have completed many others throughout the Wisconsin area as a firm. The outcomes and consistency are a true testament to our attention to detail and cost control, which our clients rely on to make sure projects are strategically delivered on schedule and under budget. We appreciate the opportunity and look forward to future discussions with the City of Lake Geneva.



Resumes

Project Manager

Zachary R. Simpson, P.E.

QC Engineer and ADA Compliance Specialist

Eric D. Vieth, P.E.

Project Engineer

Kyela R. Specht, LEED® Green Associate

Structural Engineer

Brett M. Oftedahl, P.E.,

WisDOT Process Specialist

Elisa C. Becker, P.E.,

Surveyor and Plat Preparation Specialist

Heather S. Bartelt, PLS

Right-of-Way Acquisition Specialist

James R. McCarthy

Zachary R. Simpson, P.E.

AREAS OF EXPERTISE

- Transportation and Municipal Project Management and Engineering
- Project Permitting
- Roadway Design
- Utility Design
- Construction Management and Observation
- Land Surveying

PROFESSIONAL EXPERIENCE

Municipal Project Management experience throughout all phases from conceptual design to project closeout. Duties include scope development, budgeting, scheduling, contract execution, shop drawing review, payment request reviews, construction administration, and project closeout.

Municipal Engineering experience includes design of urban roadways, shared-use paths, parking lots, site layout and grading, sanitary sewer, water main, and storm sewer; preparation of contract documents and opinions of probable cost. Additional experience includes agency coordination and project permitting.

Transportation Engineering experience includes design of roadways and related infrastructure conforming to Wisconsin Department of Transportation (WisDOT) standards. Additional experience includes involvement with right of way plat development and the utility coordination process.

Design Software experience using MicroStation, Geopak, Corridor Modeler, Power Civil, AutoCAD, and Civil 3D for design and creation of construction drawings. Specific design software expertise includes design project management, software-based solutions, and surface generation and modification.

Construction experience consists of surveying and staking with both Total Station and GPS; construction observation of roadway reconstruction projects including utilities such as sanitary sewer, storm sewer, and water main.

Construction management experience includes tasks such as progress meetings, public notification, and quantity tracking.

SPECIFIC PROJECTS

Design Services – Designed, or was part of the design team on the following projects:

- Parking Plaza Removal, Janesville, Wisconsin
- West Town Square Construction, Janesville, Wisconsin
- Town Square Riverwalk and Dodge Street Parking Area (WisDOT), Janesville, Wisconsin
- River Street Reconstruction, Janesville, Wisconsin
- Lussier Park Boat Launch, Dane County Parks
- Clay Street Reconstruction (WisDOT), Whitewater, Wisconsin
- Downtown East Gateway Reconstruction, Whitewater Wisconsin
- Williams Drive Reconstruction, Stoughton, Wisconsin
- Flood Mitigation Improvements, Arcadia, Wisconsin
- Riverfront Public Improvements, Monona, Wisconsin
- Broadway Avenue Water Main, Monona, Wisconsin
- 2013 Utility and Street Construction, Stoughton, Wisconsin
- Verona Road US 12/18/14/151, Madison, Wisconsin (WisDOT)
- North Street Bridges – Whitewater, Wisconsin
- Milwaukee Street Reconstruction – Whitewater, Wisconsin

YEARS OF EXPERIENCE

15

YEARS WITH FIRM

15

EDUCATION

B.S. Civil Engineering –
University of Wisconsin-
Madison, 2006

REGISTRATION

Professional Engineer in
Wisconsin and Texas

Zachary R. Simpson, P.E.



- Prince Street Reconstruction – Whitewater, Wisconsin
- 2012 Utility Construction – Stoughton, Wisconsin
- North Page Street Reconstruction – Stoughton, Wisconsin
- C&MB Intersection Improvements – Kenosha County, Wisconsin
- Lick Run Preliminary Channel Design – Cincinnati, Ohio
- Lick Run Valley Conveyance System 30 percent Design – Cincinnati, Ohio
- US 12 Baraboo – Lake Delton, Wisconsin (WisDOT)
- Grand Avenue Water Main Phase 2 – Lindenhurst, Illinois
- Site Design Phase 3 WWTF – Lindenhurst, Illinois
- Ishnala Bike Path – Lake Delton, Wisconsin (WisDOT)
- 2009 Utility Construction–Main Street and Seventh Street – Stoughton, Wisconsin
- Page and Isham Street Reconstruction – Stoughton, Wisconsin
- East Side Water Main Loop – Stoughton, Wisconsin
- 2010 Street Construction – Stoughton, Wisconsin
- Main Street Streetscape Grading and Storm Sewer – Lexington, Kentucky
- Starin Road Extension – Whitewater, Wisconsin
- Technology Park Improvements – Whitewater, Wisconsin
- Spring Street Reconstruction – Dodgeville, Wisconsin
- East Main Street Reconstruction – Stoughton, Wisconsin
- Ernie LaPointe Public Boat Launch Improvements – Bayfield, Wisconsin
- VFW Park Boat Launch – Prairie du Sac, Wisconsin
- Treyton’s Field of Dreams – Whitewater, Wisconsin
- Upper Bee Branch Creek Restoration – Dubuque, Iowa

Construction-Related Services – Served as the Resident Project Representative (RPR) for the following projects:

- Brooklyn Commons Development – Brooklyn, Wisconsin
- CTH ID Reconstruction – Mount Horeb, Wisconsin
- Bayfield Sewer and Water Improvements – Bayfield, Wisconsin
- Page Street and Jefferson Street Reconstruction – Stoughton, Wisconsin
- 2009 Utility Construction – Main Street and Seventh Street – Stoughton, Wisconsin
- Page and Isham Street Reconstruction – Stoughton, Wisconsin
- Grand Avenue Water Main Phase 1 – Lindenhurst, Illinois
- 2012 Utility Construction – Stoughton, Wisconsin

PROFESSIONAL AFFILIATIONS

- American Society of Civil Engineers

Eric D. Vieth, P.E.

AREAS OF EXPERTISE

- Urban Roadway and Streetscape Design
- Stormwater Management
- Municipal Utility Design
- Green Infrastructure Design
- Civil Site Design
- Shared-Use Path Design

PROFESSIONAL EXPERIENCE

Project Management of the planning, design, and construction of infrastructure improvements for our municipal clients. Duties include contract development, agency coordination, public involvement, permitting, budgeting, scheduling, interoffice coordination, design quality control, and construction administration.

Clients served include the Village of Waunakee, Town of Brookfield, City of Fond du Lac, Town of Pleasant Springs, and City of Marshfield, Wisconsin; City of Parkersburg, West Virginia; City of Lexington, Kentucky; and City of Dubuque, Iowa.

Urban Roadway and Streetscape Design experience includes urban drainage design, geometric layout, and streetscape design for downtown street reconstruction projects. Projects have involved ADA compliance planning, landscaping features, and other architectural enhancements.

Shared-Use Path Design experience includes design of pedestrian/bicycle facilities for several municipalities. Projects have incorporated AASHTO design standards and management of special project funding related to Wisconsin and Iowa Department of Transportation Programs.

Municipal Utility Design experience includes water main, storm sewer, sanitary sewer, force main, pump station, steam-box conduit, lighting, irrigation, fiber-optic, and primary/signal duct bank design on various construction projects.

Trenchless Utility Design experience includes the design of utilities and casing pipes using horizontal directional drilling (HDD), microtunneling, and auger bore and jack methods of construction for pipes ranging from 4-inch diameter to 101-inch diameter.

Stormwater Management experience includes the design of open channels, detention basins, swales, storm sewers, erosion control elements, and the preparation of stormwater management plans.

Green Infrastructure Design experience includes the planning and design of permeable pavement systems, bioinfiltration systems, rain gardens, stormwater treatment devices, LED lighting components, water reuse, and sustainable landscaping plans.

Civil Site Design experience includes site layout, site grading, utility design, and parking lot design for government, industrial, and commercial facilities.

Construction Management experience includes field staking, construction observation of street and utility reconstruction, coordination with local agencies and utilities, and interaction with local project stakeholders.

SIGNIFICANT PROJECTS

- **Bee Branch Creek, Dubuque, Iowa** – Project Manager for the \$100 million Bee Branch Creek Greenway Restoration project in Dubuque from 2015 to 2021. This complex project replaced a buried arch storm sewer and restored Bee Branch Creek to an open channel, providing linear community space with green infrastructure elements, including three bioretention basins, five nutrient separating baffle boxes, three permeable paver alley systems, two stormwater pumping stations, and 15 floating treatment islands. The project also included multiple community benefits, including the re-use of noncontact geothermal effluent water, an amphitheater outdoor learning space, and miles of trail system and walking paths.

YEARS OF EXPERIENCE

17

YEARS WITH FIRM

17

EDUCATION

B.S. Civil Engineering – University of Wisconsin-Madison, 2004

Technical Communication Certificate – University of Wisconsin-Madison, 2004

REGISTRATION

Professional Engineer in Kentucky, Iowa, and Wisconsin

Eric D. Vieth, P.E.



The project turned a flood-prone, disadvantaged neighborhood into a welcoming community gathering place.

- **Kaufmann Avenue and Locust Street Watershed Drainage Improvements – Dubuque, Iowa** – Project Manager for the utility design of this \$30 million improvement project, which is currently under construction. The project design involved large capacity storm sewer (10- by 6-foot and 10- by 5-foot box culverts), water main, sanitary sewer, electrical, fiber, and lighting design for approximately 1.8 miles.
- **Lexington Downtown Streetscape - Phase I, Lexington, Kentucky** – Lead Utility Designer for the award-winning \$23 million project. The project scope included full street reconstruction for South Limestone and curb line realignment/full intersection reconstruction on Main Street and Vine Street. Other project elements included 14 intersection traffic signal replacements, street lighting, utility duct banks, sewer relocations, ADA-compliant walkways and signals, bike lanes, improved roadway drainage, 31 urban rain gardens, increasing the on-street parking inventory, and providing Lexington's first on-street ADA-compliant parking space.
- **UW-Madison Central Utilities, Madison, Wisconsin** – Lead Utility Designer for this \$16 million utility reconstruction project on campus in downtown Madison. The project included 5,000 LF of large capacity steam box conduit, chilled water piping, distribution water main, primary/signal duct bank, local storm sewer, and sanitary sewer.
- **Local Roadway and Utility Reconstruction Projects, Wisconsin** – Management and design of multiple local roadway and utility replacement projects for the following Wisconsin municipalities: Whitewater, Salem, Oshkosh, Fond du Lac, Stoughton, Waunakee, Merrill, Bayfield, Brookfield, and Marshfield.

Kyela R. Specht, LEED® Green Associate

AREAS OF EXPERTISE

- Municipal Engineering
- Roadway Design
- Utility Design
- Construction-Related Services
- Street Design and Reconstruction

PROFESSIONAL EXPERIENCE

Municipal Engineering experience including:

- Design of urban and rural roadways, shaped-use paths, parking lots, and site layouts.
- Design of water main, sanitary sewer, storm sewer and force main for local communities.
- Design of utility reconstruction and relocation within WisDOT projects.
- Design of multiuse paths for local communities.
- Design of transmission main water main and process piping for a water delivery structure and metering station.
- Collaboration with five other design firms for a multicontract water main transmission design project to connect two communities to a new water source.
- Review of development and subdivision utility and roadway plans.
- Preliminary transmission main routing study in partnership with four design firms to determine the best route for a community to receive a new water source.
- Permit submittal documents for state agencies including Wisconsin Department of Natural Resources (WDNR), Wisconsin Department of Transportation (WisDOT), and Dane County
- Previous projects design projects for the Town of Brookfield, Town of Minocqua, City of Fitchburg, City of Madison, City of Janesville, City of Middleton, Village of Plain, and Lakeland Sanitary District No. 1, Wisconsin; City of Dubuque, Iowa; and Village of Niles, Village of Capron, Village of Morton Grove, Village of Grayslake, and Village of Lindenhurst, Illinois.

Construction-related services experience includes construction observation, quantity takeoffs, change orders, and progress meetings for water main, sanitary main, force main, and local road reconstruction projects. Previous projects include:

- USH 51 Utility Reconstruction within WisDOT USH 51 project for Lakeland Sanitary District, Wisconsin.
- Seminole Highway Interceptor Extension for the City of Fitchburg, Wisconsin.
- Ogden Street Water Main for the Village of Capron, Illinois.

Funding Agency experience includes working with the Village of Plain to secure funding through Community Development Block Grant (CDBG).

CAD experience using AutoCad, Civil 3D Microstation, Geopack, and Corridor Modeler.

PROFESSIONAL AFFILIATIONS

- Society of Women Engineers

YEARS OF EXPERIENCE

5

YEARS WITH FIRM

5

EDUCATION

B.S. Civil Engineering –
Bradley University, 2015

REGISTRATION

LEED® Green Associate

Brett M. Oftedahl, P.E.

AREAS OF EXPERTISE

- Bridges and Transportation Structures
- Retaining Walls
- Industrial Facilities
- Stormwater Control Structures
- Coastal Structures and River Walks
- Water and Wastewater Facilities

PROFESSIONAL EXPERIENCE

Structural Engineering experience includes design of a wide range of structure types, planning and feasibility studies, condition assessments, and construction administration. Projects include bridges, retaining walls, water and wastewater treatment structures, industrial facilities, and utility structures.

Bridge Design experience includes both new and rehabilitation projects for highway and pedestrian bridges. Design of prestressed concrete and steel girder bridges ranging from single-span to nine-spans for state DOT's, counties and municipalities.

Retaining Wall Design experience includes steel sheet piling, cast-in-place concrete, mechanically stabilized earth, soldier pile, and soil nail wall types. Experience designing architectural finishes for retaining walls.

Municipal Water, Wastewater, and Utility Structure experience includes structural design of reservoirs and treatment buildings for communities in Wisconsin and Illinois. Wastewater treatment facility design experience includes structural design of tanks and other structures for wastewater treatment. Utility Structure experience includes various underground vaults and stormwater structures.

Field engineering experience includes condition assessment of bridges, buildings, and utility structures and construction observation for bridges, retaining walls, wastewater treatment facilities, and power plant modifications.

Waterfront engineering experience includes design of shoreline protection, marinas, floating docks, boat ramps, river walks and dredging.

Project Management on numerous projects including bridges, industrial facilities, utility projects, buildings, marinas, and park projects.

SIGNIFICANT PROJECTS

Madison Gas and Electric, Blount Substation Screen Walls – Project Manager and Structural Engineer for a complex security wall around an urban substation and power plant. The wall included high-end architectural finishes and several foundation types to avoid numerous underground utilities at the site.

WisDOT-US 12/18/151 (Verona Road) Reconstruction – Lead Structural Engineer responsible for design of over 40 structures including bridges, retaining walls, sign structures, box culverts and a seven-span pedestrian bridge. Structure designs addressed complex construction staging and interim design conditions to maintain traffic throughout construction.

Janesville Town Square, Janesville, Wisconsin – Lead Structural Engineer and Assistant Project Manager for urban riverfront park (APWA Wisconsin Project of the Year). Significant structures include an iconic five-span pedestrian bridge, pile supported river walk, floating dock, and river walls.

Cincinnati Art Museum – Art Climb – Lead Structural Engineer for a \$5 million outdoor art exhibit. Constructed on a steep and unstable hillside, soil nails and micropile foundations were designed to stabilize the slope and support the structures. 20 retaining walls were required to construct flat landings to display art exhibits on the hillside. Extensive coordination with the architect was required to develop structural details for complex architectural precast detailing for the walls and stairs.

PROFESSIONAL AFFILIATIONS

- American Society of Civil Engineers

YEARS OF EXPERIENCE

16

YEARS WITH FIRM

13

EDUCATION

B.S. Civil Engineering – University of Wisconsin-Platteville, 2004

REGISTRATION

Professional Engineer in Wisconsin

Elisa C. Becker, P.E.

AREAS OF EXPERTISE

- Roadway Design and 3-D Modeling
- Project Delivery and Management
- Bridge and Roadway Plan Preparation
- 3-D Modeling for Oversize and Overweight (OSOW) Vehicles
- Signing Layout and Design

PROFESSIONAL EXPERIENCE

Elisa has been with our firm for more than 8 years. She has extensive experience in the field of transportation engineering, including studies and designs of urban and rural roadways.

Project Delivery and Management for WisDOT and INDOT projects that includes urban and rural bridge replacements and structure rehabilitations. Recent projects include:

- WIS 81, Hackett Branch Bridge Replacement, Grant County, Wisconsin
- SR 119 over Elkhart River Bridge Replacement, Goshen, Indiana

Transportation Design for WisDOT and municipal projects that includes vertical and horizontal design of urban and rural roadways, 3D modeling in Civil3D and Microstation, storm sewer layout, traffic control, agency and utility coordination and plan, specification and estimate preparation. Recent projects include:

- US 18, Raymond Road to Seminole Highway – Dane County, Wisconsin
- US 18, CTH PD to Raymond Road – Dane County, Wisconsin
- WIS 59, Milwaukee Street – City of Whitewater, Walworth County, Wisconsin
- WIS 50 – City of Delavan, Walworth County, Wisconsin
- Pleasant View Road, Mineral Point Road to US 14 – Dane County, Wisconsin; included extensive coordination with project stakeholders and property owners, and 3D OSOW modeling at roundabout intersections.
- WIS 81, Hackett Branch Bridge – Grant County, Wisconsin
- WIS 60 – Columbia County, Wisconsin; Included 3D OSOW modeling for interchange with roundabout ramp terminals.

Signing Layout experience includes rural and urban elements of varying complexity.

- Single-Point Urban Interchange – US 18, Raymond Road to Seminole Highway and CTH PD to Raymond Road.
- Urban and Rural Freeway and Expressways – US 18, Raymond Road to Seminole Highway, CTH PD to Raymond Road and US 12, I-94 to Ski Hi Road
- Diverging Diamond Interchange (DDI) – I39/Avalon Road. Worked with WisDOT to develop signing standards for first constructed DDI in Wisconsin.
- Multilane and Single-Lane Roundabouts – US 12, I-94 to Ski Hi Road.

Bridge Plan Preparation experience includes compiling bridge rehabilitation and reconstruction plans for WisDOT and INDOT projects. This includes bridge layout and preliminary design, traffic control and submittal documentation.

- US 51 over BR Rock River, Rock, Wisconsin – Prestressed concrete girder bridge rehabilitation
- WIS 22 Over Fox River Bridge Replacement – Pardeeville, Wisconsin
- WIS 81 Over Hackett Branch (Bridge Replacement) – Beetown, Wisconsin
- I-469 Over Feighner Road – Three-Span Bridge Rehabilitation and Superstructure Replacement – Roanoke, Indiana
- SR 46 Bridge Replacement Over Logan Creek – West Harrison, Indiana
- SR 9 Over Wabash River – Five-Span Bridge Rehabilitation and Deck Replacement (Adjacent to Signalized Intersection) – Huntington, Indiana

YEARS OF EXPERIENCE

8

YEARS WITH FIRM

8

EDUCATION

B.S. Civil Engineering – Cornell University, Ithaca, New York, 2011

REGISTRATION

Professional Engineer in Wisconsin

Elisa C. Becker, P.E.



Report experience includes preparation of environmental reports, design study reports, structure survey reports, intersection control evaluations, transportation management plans and pavement design reports.

Design Software experience includes Microstation V8i, Corridor Modeler, Civil 3D, AutoCAD.

US 18/151 Verona Road Stages 1 and 2 Design Team Member experience:

- Designed and prepared plans for Verona Road, CTH PD single-point urban interchange.
- Prepared preliminary retaining wall, sign structure, and bridge plans.
- Assisted with public involvement and local stakeholder/business coordination
- Prepared more than 75 FAA determinations.
- Designed signing for complex urban expressway and single-point interchange.

PROFESSIONAL AFFILIATIONS

- American Society of Civil Engineers (ASCE), 2008 – Present
 - o Southwest Wisconsin Branch – Outreach and Community Service Chair, 2012 – 2016
 - o Southwest Wisconsin Branch – Secretary, 2014 – Present

Heather S. Bartelt, PLS

AREAS OF EXPERTISE

- Surveying
- CADD Design
- 3-D Laser Scanning

PROFESSIONAL EXPERIENCE

Surveying and Data Collection experience includes use of GPS and Total Station equipment to accomplish the following:

- Property surveys
- ALTA surveys
- Construction staking and layout
- Construction staking verification
- Final cross-sections
- Topographic surveys
- Survey and data reduction and modeling using 3-D laser scanner
- Hydrographic surveys of lake and river bottoms

Plat experience includes the development of approximately 60 plats over the last 5 years and numerous plat reviews. Some of her recent TPP experience includes:

- US 51 and WIS 138/Hoel Avenue roundabouts
- Verona Road (full reconstruction) – Dane County, WI
- STH 69 (re-alignment) – Dane County, WI
- STH 22 (two plats – included a resurfacing with intersection improvements and a TLE map for curb ramp modifications) – Columbia County, WI

Computer-Aided Design and Drafting (CADD) experience includes the use of Microstation, Civil 3-D, Autodesk Recap, EaglePoint, Geopak, Leica Cyclone and Cloudworx for the following:

- Processing construction layout information
- Processing final cross-sections and generating earthwork quantities
- Drafting plans
- Right of way (ROW) plats (traditional and transportation project plats)
- ALTA surveys, certified survey maps, and easements
- Plant and pump station piping models
- Creating digital terrain models
- Creating 3-D drive-through models

Design experience including storm sewer and landscaping.

SIGNIFICANT PROJECTS

Projects involving survey services, Transportation Project Plats (TPPs), and ROW plats for municipal and Wisconsin Department of Transportation (WisDOT) roadway projects are included below.

- Marquette Interchange – Milwaukee, Wisconsin
- Various pumping station scans – Madison and La Crosse, Wisconsin
- TPPs – Verona Road in Madison and Fitchburg, Wisconsin; McKee Road in Fitchburg, Wisconsin; and Northwestern Avenue and Durand Avenue in Racine, Wisconsin.
- East Grand Avenue in Wisconsin Rapids, 8th Street and East Grand Avenue intersection in Wisconsin Rapids, Wisconsin
- East Johnson Street in Madison, Wisconsin
- STH 120 in Lake Geneva, Wisconsin
- Monona Drive in Monona, Wisconsin
- US 45/WIS 100 in Franklin and Hales Corners, Wisconsin
- Pilgrim Road (WIS 145) in Germantown, Wisconsin
- Risseeuw Road Bridge Replacement – Sheboygan County, Wisconsin
- Silver Creek Cascade Road Bridge Replacement – Sheboygan County, Wisconsin
- CTH D Bridge Replacement – Washington County, Wisconsin
- CTH PB over Sugar River – Dane County, Wisconsin
- Wacker Drive Bridge Replacement – Hartford, Wisconsin

PROFESSIONAL AFFILIATIONS

- Member of Wisconsin Society of Land Surveyors

YEARS OF EXPERIENCE

21

YEARS WITH FIRM

21

EDUCATION

Associate Degree, Civil Engineering Technology – Madison Area Technical College, Wisconsin, 1999

REGISTRATION

Professional Land Surveyor in Wisconsin and Iowa

James R. McCarthy

AREAS OF EXPERTISE

- Environmental Analysis, Habitat Assessment, and Landscape Review
- Wetlands, Ecological Restoration, and Land Management
- Land Acquisition, Agency Coordination, and Permitting

PROFESSIONAL EXPERIENCE

Wetland, Waterway, and Riparian Area Design for traditional, native landscaping, urban channel design, bioengineering, green infrastructure, and ecological restoration techniques. Efforts include delineating more than 3000 sites in commercial/public sector and assessing impacted wetlands/habitats. Responsible for identifying and implementing appropriate avoidance-minimization-mitigation techniques. Employs innovative restoration, stabilization, and Best Management Practices on multidisciplinary water resource projects.

Ecological Restoration, Environmental Coordination, and Permitting for corporate civil engineering projects including habitat delineation, mitigation, landowner contact, acquisition feasibility, and agency coordination. Responsible for Section 404/401 and Endangered Species Act permitting and monitoring of local, state, and federal sites. Personally involved in selection, evaluation, and design of more than 35 wetland, floodplain, riparian mitigation, and conveyance sites. Author and contributor for environmental assessments, natural environment, resource data, and alternatives analyses.

Stormwater Corridor Assessment and Green Infrastructure Design – Assessment and design of site-specific wetland, rain garden, stream, and channel restoration plans. Recent efforts have included extensive watershed and environmental corridor designs in University of Wisconsin-Madison (UW-Madison) Arboretum, Dane County, Wisconsin, Chicagoland, and other Midwest stream corridor improvements. Assists on environmental aspects of Leadership for Energy and Environmental Design (LEED™), green and industrial facilities.

Right of Way (ROW) Acquisition has included the broad aspects of eminent domain procedures for municipal, state, and federal projects. Primary agent and negotiator for various municipal and transportation, WWTP, and conveyance projects totaling more than \$14 million. Responsibilities include public meetings and landowner contact and preliminary land acquisition feasibility. Assists surveyors, designers, plat developer, and management agencies on access and right of way projects.

Private Lands/Wetlands and Habitat Restoration and Management experience included USFWS and WDNR employment and contracting for biological surveys, assessments, and proposals/analysis for grant funded site acquisition. Restoration of historical grassland, forest, and wetland communities. Developed and implemented low-impact vegetative management of waterfowl production areas through alternative techniques.

PROFESSIONAL AFFILIATIONS

- Arborist, International Society of Arboriculture
- Certified Wetland Specialist, Lake and Kane County, Illinois, 2002-2021. Member of Wisconsin Wetland Association
- Past Area Governor and President, District 35, Toastmasters International
- Past USDA-NRCS Code 580-Streambank and Shoreline Protection – Assessment, Standards Revision Team Member

YEARS OF EXPERIENCE

31

YEARS WITH FIRM

27

EDUCATION

M.S. Plant Biology/Restoration Ecology – Southern Illinois University, Carbondale, Illinois, 1996

B.S. Environmental Studies – Wilmington College, Wilmington, Ohio, 1987

Piers, Harbors and Lakefront Committee

May 11, 2021

Harbormaster Report: Slips 31 & 32 Recommendation

Overview: Slips 18, 31 and 32 are difficult to lease.

Suggestion: Designate two (2) slips to PWC. Largest PWC is approximately 50" wide by 150" (12.5') long

- Slip 31 – 7' width x 17' in length



Narrow entrance to the slip due to proximate of sterns and outdrives on rental boats.

Slip 18: This slip is especially difficult to lease due to it is wider at the opening and narrower at the dock end. Measures approximately 5' at the opening to the lagoon and 6' at the dock. Also short in length. Previous lessee purchased the boat to specifically to fit in this slip.



Pier is angled creating a narrower opening.

Slip 32: Remove from slips available for lease. This unit is too close to the rental boats and I would be concerned that any boat or PWC in this area could be damaged.



Slip 32 directly behind the rental boats and narrow entrance to the dock



Recommendation:

- Advertise two (2) slips available for PWC through a community drawing
- Residents only (exclude current lessees)
- Seasonal fee of \$1200
- Draw two names on Memorial Day Weekend

**City of Lake Geneva
Slip, Buoy and Kayak Rack Rental Rates
2021 Season**

	2021 Rate
West End Pier - 24' Slip	
Resident	\$ 1,882.00
Non-Resident Property Owner	\$ 2,824.00
Non-Resident	\$ 3,763.00
West End Pier - 26' Slip	
Resident	\$ 2,196.00
Non-Resident Property Owner	\$ 3,199.00
Non-Resident	\$ 4,076.00
Lagoon Slip	
Resident	\$ 811.00
Non-Resident Property Owner	\$ 1,350.00
Non-Resident	\$ 1,882.00
Resident PWC Slip	\$ 1,200.00
Buoys	
Resident	\$ 811.00
Non-Resident Property Owner	\$ 1,350.00
Non-Resident	\$ 1,882.00
Dinghy, Kayak, and Paddleboard Racks	
Resident	\$ 140.00
Non-Resident Property Owner	\$ 203.00
Non-Resident	\$ 279.00

PERSONAL WATERCRAFT SLIP LEASE

THIS INDENTURE made this ____ day of _____, 2021, by and between the City of Lake Geneva (herein referred to as "Lessor") and _____ whose residence mailing address is _____ (herein referred to as "Lessee").

WITNESSETH:

1. **Lease.** Lessor leases to Lessee a specified Personal Watercraft (herein referred to as PWC) slip on a City owned pier, more specifically being identified as slip number _____, such slip being located on the Lagoon Pier (subject slip). A PWC is defined as a small pleasure craft that uses an inboard jet drive as its primary source of propulsion and is designed to be operated by a person or persons sitting, standing, or kneeling on the PWC rather than inside the pleasure craft. This lease is for a term of one (1) boating season commencing as soon as the Piers are assembled or on the date of this lease, whichever is later and terminating **October 15, 2021**, at the end of the day. A boating season is defined for 2021, as commencing when the piers are installed in Geneva Lake annually in the spring and ending when the municipal piers are removed from Geneva Lake in the fall, or October 15th at the end of day, whichever is earlier. **In any event, the PWC must be in its slip by June 15th unless Lessor is notified of a problem.** Lessee also agrees to remove his/her PWC prior to the end of each summer season. Lessor is not responsible for PWC's not removed annually at the end of the boating season.
2. **Rent.** Lessee agrees to pay to Lessor as rent for the slip identified above, the total sum in advance as stated in the price sheet attached and made a part of this lease. All such rent payments shall be made payable to and delivered to the City of Lake Geneva City Clerk's office whose address is 626 Geneva Street, Lake Geneva, Wisconsin 53147 with the following attachments: a copy of the current Wisconsin boat registration card, Renter Information form, this lease signed, and Affidavit of Residency, if claiming resident status.
3. **Use of Slip.**
 - (a) Lessee agrees to use the leased slip only for the purpose of securing a personal watercraft registered to the Lessee in the State of Wisconsin. **A copy of the current Wisconsin registration must be sent in with the annual lease payment.**
 - (b) In the event Lessee acquires and intends to place in the subject pier a PWC different from the originally identified PWC, Lessee shall notify Lessor in writing of the change and supply Lessor with a copy of the different PWC's registration within 10 days or Lessee's rights under the lease shall be terminated.
 - (c) Lessee and PWC's not in compliance with all the terms of this lease shall lose all rights under this lease and any personal watercraft may be removed by Lessor and stored at Lessee's expense.
 - (d) Lessee also agrees not to engage in any unlawful activity on or around the leased slip and to comply with all City Ordinances and Resolutions at all times. No alcohol will be permitted on the pier. There is to be **NO** drinking in the boat while it is docked at the pier. All park regulations apply to and shall be enforced on the piers at all times.
 - (e) Lessee agrees to comply with all Conditions for Use as stated in this lease.

- (f) No PWC in excess of 20 feet in length or unable to fit into the width of subject slip shall be permitted in the subject slip. Please remember to account for swim platforms, outdrives, etc. when looking at overall length.
 - (g) Lessee shall not assign this Lease, or sublet, or grant any concessions or license to use the slip or any part thereof to anyone.
 - (h) The slip shall be available upon commencement of the boating season on the year covered by this Lease and said slip shall be vacated no later than October 15th at the end of day each year covered by this lease.
 - (i) Any and all damages to said slip other than normal wear and tear are the responsibility of the Lessee.
 - (j) The Lessee agrees to, in the event of damage to said slip, promptly pay for the cost of repair of said slip. Such repairs shall be performed by the Lessor and costs incurred for said repair will be billed to the Lessee. Prompt payment means payment within thirty (30) days of the billing date.
 - (k) The leased slip shall not lie dormant (with no PWC in the leased slip) for more than fourteen (14) days per boating season without Lessee receiving prior permission from Lessor. Lessee's failure to secure prior permission will result in the Lessee surrendering their leased slip in accordance with section eight of this lease.
 - (l) **The maximum height of any part of a watercraft shall be 6 feet above the pier level while occupying subject slip or shore station.**
4. Repair, Maintenance, and Housekeeping. Lessor agrees to provide normal and ordinary maintenance and repair to the leased slip at its own discretion and cost. Lessee agrees to keep the leased slip clear of garbage and litter.
5. Alterations and Improvements. Lessee is specifically prohibited from altering, adding to, subtracting from, or otherwise changing the leased slip. Further, no lockboxes, gates, and other structures will be permitted.
6. Indemnification. Lessee agrees to indemnify and hold harmless the Lessor for any damage to the property (which includes the Lessee's watercraft) and/or person of the Lessee, the Lessee's family, agents, invitees, guests or companions, occurring at or around the leased slip.
7. Default and Termination. If any default is made in the performance of or compliance with any term or condition of this Lease, the Lease, at the option of the Lessor, shall terminate and be forfeited. Lessee shall be given ten (10) days written notice of intent to terminate due to any default or breach. Termination and forfeiture of the Lease shall not result if, within five (5) days of receipt of such notice of intent to terminate, Lessee corrects the default or breach to the satisfaction of the Lessor. The failure of Lessor to insist on a strict performance of any of the terms and conditions hereof shall be deemed a waiver of the rights and remedies that Lessor may have regarding that specific instance only, and shall not be deemed a waiver of any subsequent breach or default in any of the terms and conditions of this Lease.

8. Voluntary Termination by Lessee. In the event Lessee desires to terminate this Lease and surrender the slip prior to the expiration of the term of this Lease, all rentals paid shall not be refundable.
9. Surrender of Slip. At the expiration of the Lease term, Lessee shall quit and surrender the leased slip in as good a state and condition as it was in at the commencement of this Lease, reasonable use and wear excepted.
10. Option to Renew. An existing Lessee has a first right of refusal for entry into a new Lease for succeeding terms. Lessor retains the right to modify the terms and conditions including the rental amounts in its offer of renewal. All renewals will be made in accordance with the current policy resolution of the Common Council concerning such renewals.
11. Total Agreement. This Lease includes the provisions of the current policy resolution of the Common Council which are incorporated herein by reference. In the event of a conflict between the provisions of the written policy resolution, the provisions of the written policy resolution shall control.
12. Applicable Law. This Lease agreement shall be governed and construed in accordance with the Laws of the State of Wisconsin.
13. Severability. Should any section of this Lease be held unlawful, unconstitutional, or otherwise invalid, all remaining terms of said Lease shall remain in force.
14. This lease shall be non-transferable to anyone other than a spouse.

CITY OF LAKE GENEVA

MAYOR _____

LESSEE _____

CITY CLERK _____

DATE _____

.....

STATE OF WISCONSIN)
) ss.
WALWORTH COUNTY)

1. My name is _____.
2. My primary residence is located at: _____, City of Lake Geneva, County of Walworth, State of Wisconsin.
3. I am a resident of the State of Wisconsin and do not claim any other state or country as my domicile.
4. If I have taxable income reportable to the Wisconsin Department of Revenue, I pledge to file any required income tax return.
5. Any vehicle operating licenses are registered in Wisconsin.

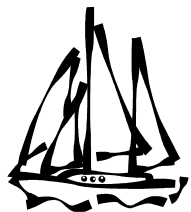
Please be advised that false swearing under this affidavit is punishable under a Class H felony under Section 946.32(1) Wisconsin Statutes. The penalty for a Class H felony includes a fine not to exceed \$10,000 or imprisonment not to exceed 6 years, or both.

Applicant's Signature

Notary Public, Walworth County, WI
My commission expires: _____

Resolution 21-R36

The Common Council of the City of Lake Geneva does hereby establish the following revised schedule of fees, effective May 24, 2021.



SCHEDULE OF FEES

CITY OF LAKE GENEVA, WISCONSIN

The City of Lake Geneva may retain overpayments of taxes, fees, licenses, and similar charges when the overpayment is \$2 or less, unless such refund is specifically requested by the remitter.

LICENSES & PERMITS	
Temporary Retailer's	\$10.00 Each
Provisional/Temp. Operator (60 days)	\$15.00 each
Operator- 1 Year License (First Time Applicants)	\$50.00
Operator- 2 Year License (Renewal)	\$75.00
Class A Liquor	\$500.00
Class A Beer	\$100.00
Class C Wine	\$100.00
Class B Liquor (Quota License)	\$500.00
Class B Beer	\$100.00
Reserve Class B Liquor	\$10,000.00
Change of Agent	\$10.00
Publication Fee	\$25.00
Extension of Premises	\$25.00
ANNEXATION FILING FEE - DUE UPON PETITION	\$200.00
AMUSEMENTS	
Coin Operated music machine/juke box	\$20.00 per machine
ASSESSMENT REQUEST LETTER	\$35.00 each
BANNER PERMIT	\$1.00 per banner per day of display
BUSINESS LICENSE	\$25.00 Annual
Late fee after July 1	\$20.00 (in addition to license fee)
CAT LICENSE	
Not Spayed/Neutered	\$8.00 Annual
Spayed/Neutered	\$4.00 Annual
Late fee after April 1, or 30 days after adoption of new animal if adoption occurs after April 1	\$5.00 (in addition to license fee)
DOG LICENSE	
Not Spayed/Unneutered	\$30.00 Annual
Spayed/Neutered	\$15.00 Annual
Late fee after April 1, or 30 days after adoption of new animal if adoption occurs after April 1	\$5.00 (in addition to license fee)
BOWLING ALLEY	\$20.00 per lane
BILLIARDS OR POOL TABLE	\$40.00 per table
CARRIAGE COMPANY LICENSE	\$50.00 Annual
Each Additional Carriage	\$25.00
CLOSING OUT SALE	\$25.00 event
CIGARETTE/TOBACCO LICENSE * STATUTORY	\$100.00 Annual

CREAMERY PERMIT	\$50.00
DIRECT SELLERS PERMIT	\$50.00 nonrefundable application fee
EVENT PERMIT (PER POLICY)	
PUBLIC ASSEMBLY PERMIT	Non-profit organization: No charge For-profit organization: \$60 per day
BLOCK PARTIES OR GAZEBO USE (1 hour Photo Session in Gazebo in Flat Iron Park)	Non-profit organization: No charge For-profit organization: \$75
TIER 1 EVENT	Non-profit organization: No charge For-profit organization: \$250 for an event up to seven days, additional \$50 per day thereafter
TIER 2 EVENT	Non-profit organization: No charge For-profit organization: \$500 for an event up to seven days, additional \$100 per day thereafter
MESSAGE ESTABLISHMENT	
Investigation	\$50.00 Annual
Transfer	\$50.00
MOBILE HOME PARK LICENSE	\$100.00 Annual
PARADE PERMITS	\$25.00 nonrefundable application fee
BASEBALL TOURNAMENT PERMIT FEE – VETERAN’S PARK	\$1,000 Security Deposit
Friday Rental	\$150.00
Saturday Rental	\$300.00
Sunday Rental	\$300.00
PARKING STICKERS	
Resident & Non-Resident Residence Owners – Lasts 2 years (even) – 2 hours free parking	4 free per residence each additional \$25.00
Business Owner – 2 hours free parking	\$25.00 Lasts 2 years (even) \$25.00 for 1 year (effective Jan. 1 2017) \$50.00 (effective Jan. 1, 2018)
Walworth County Resident - 2 hours free parking	\$160.00 Lasts 2 years (even) \$80.00 for 1 year
Parking Lot Permit	\$400.00 Annual
PARKING RATES	
All Parking Stalls Rate	2.00 per hour
Parking Meter Bags/Contractor Permits	\$10.00 administrative fee \$25.00 deposit per locked bag March 1 – Nov 14: \$20.00 daily per bag Nov 15 – Feb 29: \$10.00 daily per bag
PARKING TICKETS	
Expired Stall (Over 2 hours; Over 5 hours; Over 25 min.)	\$20.00
More than 3 motorcycles	\$20.00
Improper Use or Display of Sticker	\$20.00
Backed into parking stall	\$25.00
Compact Car Only	\$25.00
No Parking Zone	\$25.00
Over the Line	\$25.00

Parking by fire hydrant	\$40.00
Handicap Zone	\$150.00
Parking with Trailer or Trailer alone in Sage Lot D	\$25.00
Parking any Vehicle without a Trailer or with an occupied Trailer in Boat Launch Parking Lot F	\$25.00
LATE FEES	
Expired Stall After 10 days	\$40.00
More than 3 motorcycles After 10 days	\$40.00
Backed into parking stall After 10 days	\$50.00
Compact Car Only After 10 days	\$50.00
No Parking Zone After 10 days	\$50.00
Parking by fire hydrant	\$80.00
Handicap Zone	\$300.00
Second Collection Letter Fee	\$6.00
Vehicle Suspension Release Fee	\$20.00
PUBLIC RECORDS REQUESTS * STATUTORY	
Photocopies (can include hourly wage for gathering data)	\$0.25 per page
RADON TEST KIT	\$10.00
REISSUE CHECK FEE	\$25.00
RETURNED CHECK FEE (NSF)	\$30.00 each
ROOM TAX LICENSE	\$10.00 Annual
SHOWS, CIRCUS, CARNIVALS	
Circus	\$50.00 per day
Tent Show – Day 1	\$15.00
Tent Show – Each Additional Day	\$10.00
All Other	\$2.00 per day
SIDEWALK CAFÉ PERMIT	\$15.00 per seat Annual
STREET USE PERMIT	\$25.00 nonrefundable application fee
Up to two days	\$40.00
More than two days	\$100.00
TAX EXEMPT REPORT FILING (every other year)	\$20.00
Late Fee	\$20.00
TAXI CAB COMPANY LICENSE	\$50.00 Annual
Each Additional Car	\$25.00
TAXI CAB DRIVER LICENSE	\$25.00 Annual
THEATER LICENSE	
Up to 1,200 seats	\$200.00
Over 1,200 seats	\$275.00
TOURIST ROOMING/SHORT-TERM RENTAL LICENSE	\$750.00 Annual
TRAPPING PERMIT	\$25.00 Annual
CITY HALL MEETING ROOM RENT	\$25 per event

LAKEFRONT	
BEACH (Open Memorial Day thru Labor Day –	

no glass containers allowed)		
Children age 6 and under		Free
Ages 7 and up		\$8.00 per day
Resident Beach Tags (Maximum 6 per Household)		\$3.00 per tag
Seasonal Pass Ages 7 and up		\$80.00 per year
Beach Bathrooms - Opening/Cleaning		Hourly Rate
BOAT LAUNCH PERMIT		
One-Time Launch	Resident	Non-Resident
Non-Trailer Non-Motor	\$7.00	\$8.00
Less than 20 feet	\$10.00	\$11.00
20 feet to 25 feet 11 inches	\$14.00	\$21.00
26 feet and over	\$16.00	\$24.00
Season Launch Permit	Resident	Non-Resident
Non-Trailer Non-Motor	\$70.00	\$80.00
Less than 20 feet	\$100.00	\$110.00
20 feet to 25 feet 11 inches	\$140.00	\$210.00
26 feet and over	\$160.00	\$240.00
COMMERCIAL BOAT LAUNCH PERMIT	\$1,000 per year (unlimited launches)	
ANNUAL WEST END PIER SLIP, LAGOON SLIP, BUOY, DINGHY, KAYAK AND PADDLEBOARD RACK LEASE PERMITS	<i>Rates may change on an annual basis by the Common Council</i>	
WEST-END PIER 24' SLIP		
Resident		\$1,882.00
Non- Resident Property Owner		\$2,824.00
Non-Resident		\$3,763.00
WEST-END PIER 26' SLIP		
Resident		\$2,196.00
Non- Resident Property Owner		\$3,199.00
Non-Resident		\$4,076.00
LAGOON SLIP & BUOY		
Resident		\$811.00
Non- Resident Property Owner		\$1,350.00
Non-Resident		\$1,882.00
LAGOON PERSONAL WATER CRAFT SLIP		\$1,200.00
DINGHY, KAYAK, & PADDLEBOARD RACKS		
Resident		\$140.00
Non- Resident Property Owner		\$203.00
Non-Resident		\$279.00
RIVIERA SLIPS		\$5,651.64
RIVIERA BUOYS		\$2,591.08
Season Launch Pass for Kayaks, Canoes and Paddleboards (non-trailer, non-motor)		\$30.00 per year
RIVIERA LOWER LEVEL CONCOURSE LEASE RATE		\$43.50/Sq Foot
RIVIERA RENTALS (ALL CONFERENCES/CONVENTIONS & WEDDINGS HELD NOVEMBER 15 THROUGH APRIL 30) <i>Maximum attendees is 380</i>	Rates below effective until December 31, 2021	
Security Deposit		\$1,000.00
Resident Rental Fee (Friday, Saturday, Sunday)		\$2,500.00
Non-Resident Rental Fee (Friday, Saturday, Sunday)		\$3,000.00

Resident & Non-Resident Weekday Rental Fee (Monday - Thursday)	\$500.00
Not-for-Profit Group Rental Fee	\$400.00
Per Hour Set Up Fee	\$20.00 per hour
Security Guards for Event (2)	Additional Renter Expense - Hourly Rate
Extra Security Guard over 250 attendees	Additional Renter Expense - Hourly Rate
RIVIERA RENTALS (WEDDINGS HELD MAY THROUGH NOVEMBER 15) <i>Maximum attendees is 380</i>	Rates below effective until December 31, 2021
Security Deposit	\$1,000.00
Resident Rental Fee (Monday - Thursday)	\$625.00
Resident Rental Fee (Friday & Sunday- Non-Holiday)	\$1,700.00
Resident Rental Fee (Saturday)	\$1,950.00
Non-Resident Rental Fee (Monday- Thursday)	\$1,250.00
Non-Resident Rental Fee (Friday & Sunday- Non-Holiday)	\$3,400.00
Non- Resident Rental Fee (Saturday)	\$3,900.00
RIVIERA RENTAL RATES (ALL CONFERENCES/CONVENTIONS & WEDDINGS HELD NOVEMBER 1 THROUGH APRIL 31) (OFF PEAK SEASON- DECEMBER 1- APRIL 30) <i>Maximum attendees is 380</i>	Rates below effective January 1, 2022
Security Deposit	\$1,000.00
Resident Rental Fee (Friday, Saturday, Sunday)	\$2,500.00
Resident Weekday Rental Fee (Monday - Thursday)	\$500.00
Non-Resident Rental Fee (Monday - Thursday)	\$1,500.00
Non-Resident Rental Fee (Friday)	\$3,800.00
Non-Resident Rental Fee (Saturday)	\$4,700.00
Non-Resident Rental Fee (Sunday)	\$3,000.00
Holiday Booking Surcharge	\$250.00
Not for Profit Group Rental Fee	\$400.00
Per Hour Set Up Fee	\$20.00 per hour
Security Guards for Event (2)	Additional Renter Expense - Hourly Rate
Extra Security Guard over 250 attendees	Additional Renter Expense - Hourly Rate
SOCIAL EVENTS (WEDDINGS, ANNIVERSARIES, ETC)	
Resident Friday	\$1,900.00
Resident Saturday	\$2,350.00
Resident Sunday	\$1,500.00
Resident Mon-Thurs	\$1,000.00
Non-Resident Friday	\$3,800.00
Non-Resident Saturday	\$4,700.00
Non-Resident Sunday	\$3,000.00
None-Resident Mon-Thurs	\$1,500.00
CORPORATE EVENTS	
Weekday (Mon-Thurs)- One Day Event	\$1,250.00
Weekday (Mon-Thurs)- Multi-Day Event *Minimum of two days/group stays overnight a minimum of 1 night)	\$850.00
Friday- Half Day AM	\$850.00
Friday- Full Day	\$1,700.00

(Above Friday Rates: only available as add-on to multi-day event with hotel stays)	
Resident Friday	\$1,900.00
Resident Saturday	\$2,350.00
Resident Sunday	\$1,500.00
Non-Resident Friday	\$3,800.00
Non-Resident Saturday	\$4,700.00
Non-Resident Sunday	\$3,000.00
NON-PROFIT EVENTS	
Sun- Sat	\$1,000.00
RIVIERA RENTAL RATES (WEDDINGS HELD MAY 1 THROUGH OCTOBER 31) (PEAK SEASON- MAY 1- NOVEMBER 30) Maximum attendees is 380	Rates below effective January 1, 2022
Security Deposit	\$1,000.00
Resident Rental Fee (Monday – Thursday)	\$625.00
Resident Rental Fee (Friday & Sunday – Non Holiday)	\$1,700.00
Resident Rental Fee (Saturday)	\$1,950.00
Non Resident Rental Fee (Monday – Thursday)	\$1,750.00
Non Resident Rental Fee (Friday)	\$4,700.00
Non Resident Rental Fee (Saturday)	\$5,500.00
Non Resident Rental Fee (Sunday)	\$4,500.00
Holiday Booking Surcharge	\$250.00
Per Hour Set Up Fee	\$20.00 per hour
Security Guards for Event (2)	Additional Renter Expense - Hourly Rate
Extra Security Guard over 250 attendees	Additional Renter Expense - Hourly Rate
SOCIAL EVENTS (WEDDINGS, ANNIVERSARIES, ETC)	
Resident Friday	\$2,350.00
Resident Saturday	\$2,750.00
Resident Sunday	\$2,250.00
Resident Mon-Thurs	\$1,000.00
Non-Resident Friday	\$4,700.00
Non-Resident Saturday	\$5,500.00
Non-Resident Sunday	\$4,500.00
None-Resident Mon-Thurs	\$1,750.00
CORPORATE EVENTS	
Weekday (Mon-Thurs)- One Day Event	\$1,250.00
Weekday (Mon-Thurs)- Multi-Day Event *Minimum of two days/group stays overnight a minimum of 1 night)	\$850.00
Friday- Half Day AM	\$850.00
Friday- Full Day	\$1,700.00
(Above Friday Rates: only available as add-on to multi-day event with hotel stays)	
Resident Friday	\$2,350.00
Resident Saturday	\$2,750.00
Resident Sunday	\$2,250.00
Non-Resident Friday	\$4,700.00
Non-Resident Saturday	\$5,500.00

Non-Resident Sunday	\$4,500.00
NON-PROFIT EVENTS	
Mon-Thurs	\$1,000.00
Friday- Half Day AM	\$850.00
Friday- Full Day	\$1,700.00
Resident Friday	\$2,350.00
Resident Saturday	\$2,750.00
Resident Sunday	\$2,250.00
Non-Resident Friday	\$4,700.00
Non-Resident Saturday	\$5,500.00
Non-Resident Sunday	\$4,500.00

BUILDING & ZONING	
Building	
Minimum permit fee for all building permits	Residential \$65.00 Commercial \$100.00
Residential Construction:	
One & Two family & attached garage (new, addition and alterations)	\$0..33 / sq. ft. New Single Family Construction \$1,000.00 Minimum
Accessory buildings & garages	\$0.25 / sq. ft.
Decks	\$0.15 / sq. ft., or \$65.00 Minimum
Roofing and Siding	\$65.00
Commercial Construction:	
Residences - Apartments, Three family & over, Row Housing, Multiple Family Dwellings, Institutional (new, addition and alterations)	\$0 .33 / sq. ft. New Commercial Construction \$1,500.00 Minimum
Local Business, Office Building (new, addition or alteration)	\$0.30/ sq. ft.
Manufacturing or Industrial (new, addition or alteration)	\$0.30 / sq. ft.
Commercial , structures, alterations, residing, reroofing, repairs, where square footage cannot be calculated	\$10.00 / \$1,000.00 valuation
Plan Examination:	
One and Two Family Residence	\$150.00
Apartments, Three Family Residence, Row Housing, Multiple family Building State Approved Plans	\$180.00 plus \$10.00 /unit
Commercial, Industrial, Institutional & Additions State Approved Plans	\$350.00
Without state approved plans	\$150.00
Heating Plans, Energy Calculations, or Lighting Plans submitted separately	\$125.00/ Plan
Additions, Alterations to 1 & 2 Family Dwellings	\$75.00
Accessory building over 240 sq. ft., and decks for	\$40.00

1 & 2 family dwellings	
Wisconsin Uniform Building Permit Seal	\$45.00
Occupancy Permit (including commercial tenant change)	\$65.00/ Residential \$100.00/ Commercial & Industrial
Temporary (6 months or less Commercial only)	\$75.00
Permit Renewal (6 month extension or less)	\$200.00 Commercial \$65.00 Residential
Heating and Air Conditioning:	
Heating and Air Conditioning Distribution Systems	\$4.00/ 100 sq. ft. of conditioned area with a minimum fee of \$65.00
New Residential Heating	\$125.00 first unit, \$65.00 each additional unit.
Replacement Residential Heating	\$65.00 / unit
Commercial New or Replacement Heating	\$150.00/ unit, up to and including 150,000 BTU units. Additional fee of \$20.00 / each 50,000 BTU fraction thereof up to a maximum of \$900.00 / unit.
Residential Air Conditioning – Other than Wall Units (new or replacement)	\$65.00 / unit
Commercial Air Conditioning - Other than Wall Units (new or replacement)	\$150.00/ unit up to 5tons or 60,000 BTU's. Additional fee of \$20.00 each ton or 12,000 BTU's or fraction thereof up to a maximum of \$900.00 / unit
Permanently installed Wall unit (example – Fireplace, wall pack)	\$65.00 / unit
Commercial/Industrial Exhaust Hoods and Exhaust Systems	\$75.00
Plumbing Permit:	
Fixture Count	\$17.00/ fixture, drain or device, \$65.00 Minimum
Water Main	\$1.00 / lineal foot of sewer or private water main, \$65.00 Minimum
Sanitary Sewer	\$1.00 / lineal foot of sewer or private water main, / \$9.00 per manhole \$65.00 Minimum
Storm Sewer	\$1.00 / lineal foot of sewer or private water main / \$12.00 per manhole or basin \$65.00 Minimum
Exterior Grease Trap	\$100.00
Electrical:	
Residential Minimum	\$65.00 minimum.
New Residential Service	\$100.00/ Service First 200 Amps, \$25.00 each additional 100 Amps.

Residential Service Update	\$100.00/ Service
Residential Sub-Panel	\$65.00/ Panel
Residential Generator	\$75.00 (includes gas piping)
Temporary Electrical Service	\$100.00 up to 200 Amps. \$25.00 each additional 100 Amps.
Commercial Electrical Minimum	\$150.00 Minimum
Commercial Electrical Re-Inspections	\$150.00/ Inspection
Commercial Service (New or Update)	\$150.00 First 200 Amps, \$25.00 each additional 100 Amps.
Commercial Sub-Panel	\$50.00 First 100 Amps, \$10.00 each additional 100 Amps.
Commercial Generator	\$150.00 (included gas piping)
Commercial Low Voltage	\$1.00/ Device, \$100.00 Minimum
Commercial Exterior Light Fixture Replacement	\$100.00 per site
Residential Electrical Permit - for minor installations with fees not exceeding \$5.00, the permit fee may be waived by the inspector.	\$0.12 / sq. ft. of area served, \$65.00 minimum.
Commercial Electrical Permit - for minor installations with fees not exceeding \$5.00, the permit fee may be waived by the inspector.	\$0.12 / sq. ft. of area served, \$150.00 minimum.
Erosion control fees:	
New One and Two Family Buildings	\$125.00 / lot
One and Two Family Additions and Accessory Structures	\$65.00
Multi-Family Residential, Commercial, Industrial and Institutional	\$180.00/Building, plus \$5.00/1,000 sq. ft. disturbed lot area up to \$2,000.00 max.
Zoning	
Zoning Permit	\$65.00
Temporary Use (per Section 98-906)	\$65.00
Zoning Verification Letter	\$65.00
Sign Permit (per Section 98-907)	\$65.00 minimum or \$0.35/ sq ft of sign area
Early Start Permit to start construction	\$125.00 (1-2 family) \$250.00 (all others)
Fuel Tanks	\$75.00 administrative fee/ tank for installation or removal
Wrecking or Razing- Building Inspector may waive the fee if the structure is condemned	\$100.00 (One or two family residences and accessory Structure over 250 sq ft)
Commercial/ Industrial Razing	\$350.00
Moving buildings over public right-of-ways	\$250.00 plus \$0.03/ sq ft
Special Inspections and Reports	\$150.00/ inspection report

Text Amendment (per Section 98-902)	\$400.00
Zoning Map Amendment (per Section 98-903)	\$400.00
Certified Survey Map (CSM)	For each new Residential Lot Created: \$400.00 For each new Commercial Lot Created: \$200.00
Extra Territorial Zoning (CSM)	\$150.00
Plat Renewal	\$150.00
Conditional Use (per Section 98-905)	\$400.00 \$100.00
Site Plan (per Section 98-908)	\$400.00
Variance (per Section 98-910)	\$400.00
Interpretation (per Section 98-911)	\$150.00
Appeal (per Section 98-912)	\$400.00
PD Zoning Map Amendment (Includes 1 PIP Review)	\$750.00
PIP Review	\$400.00
Filing or Recording fee with City Clerk, plus actual recording fee	\$10.00
Triple Fees: Upon failure to obtain a permit before work on a building has been started, except in emergency cases, the total fee shall be triple the total fees charged.	
NOTE: Fees shall be charged on gross square footage defined as follows: The exterior dimensions, including attached garage and each floor level	
NOTE: In determining costs, all construction shall be included with the exception of heating, air conditioning, electrical or plumbing work.	
NOTE: All fee amounts shall be rounded up to the next full dollar amount.	
NOTE: An additional fee for plan review may be assessed at the time of application for renewal of the permit.	
* Base fee may be modified by Subsection (4) of Section 98-935, Fees of the Zoning Code	

CEMETERY FEES	
Opening Grave - Weekdays (Full Burial)	\$675.00
Opening Grave - Saturdays (Full Burial)	\$800.00
Opening Grave - Weekdays (Cremation)	\$450.00
Opening Grave - Saturdays (Cremation)	\$525.00
Two cremations buried in same grave at one time	\$100.00 extra charge
Opening Grave - Weekdays - Baby Under 1 Year	\$200.00
Opening Grave - Saturdays - Baby Under 1 Year	\$300.00
Grave (50% Perpetual Care)	\$650.00
Grave - Single Cremation (50% Perpetual Care)	\$400.00

Grave - Double Cremation (50% Perpetual Care)	\$500.00
Columbarium Niche (includes opening & inurnment) (\$200 Perpetual Care)	\$1,200.00 \$1,000.00 bottom row
2 nd Inurnment if Niche allows for two	\$150.00 additional
Niche Door Inscriptions	\$240.00
Frost Charges (November 1 to March 15)	\$75.00
Stake Out Fee for Foundations	\$50.00
Foundation Charges	\$0.40 per square inch
Use of Cemetery for Functions	20% of Gross Receipts
POLICE DEPARTMENT FEES	
FINGERPRINTING	
City Residents	\$15.00
Individuals employed in business in city limits or working for city licensed business	\$15.00
Non-Residents	\$60.00
PUBLIC WORKS FEES	
CONSTRUCTION PERMIT FEE	
Curb Cut/Driveway Approach Fee	
Right-of-Way Excavation Fee	\$25.00
Storm Sewer Connection Fee	\$25.00
Sanitary Sewer Connection Fee	\$25.00
Special brush, limb and refuse pick-up	\$25.00
Dumpster Delivery	\$24.00 per 15 minutes
Dumpster Pick-up	\$50.00 per dumpster
	\$50.00 plus additional landfill fees

FIRE DEPARTMENT FEES	
Fees for Apparatus and Personnel	1 hour minimum and fractions thereafter on hourly rates unless stated otherwise
Chief, Deputy Chief or Assistant Chief	\$26.00/hr.
Fire and EMS Personnel	\$26.00/hr.
Engine/Squad	\$550.00/hr.
Truck (aerial apparatus)	\$875.00/hr.
Brush Truck	\$300.00/hr.
Air Boat	\$300.00/hr.
Technical Rescue and Utility	\$500.00/hr.
Chief, Deputy Chief, Assistant Chief, or Command Vehicle	\$50.00/hr.

Utility	\$50.00/hr.
Ambulance	\$270.00/hr.
Paramedic Intercept Fee (Option a OR b)	
a. Flat Rate Billed to Requesting Municipality	\$400.00
b. Shared Revenue from Requesting Municipality	50% Monies Received
EMS First Responder and Transport Fees	
Residents Fee	\$150.00 per call
Non-Resident Fee	\$200.00 per call
Ambulance Transport Fee Schedule	
Advanced Life Support Base Rate	\$918.89
Advanced Life Support Base Rate (ALS2)	\$1010.47
Advanced Life Support Base Rate (Intercept)	\$918.89
Advanced Life Support Base Rate (Intercept ALS2)	\$1010.47
Equal Level Staffing Mutual Aid	\$300.00
Basic Life Support Base Rate	\$700.00
Mileage Charge	\$20.00 per mile
Supplies used fee	
Defibrillation	\$100.00
EKG Monitoring	\$150.00
Spinal Immobilization	\$150.00
I/O Needle & Associated Supplies	\$200.00
Airway Placement	\$150.00
Oxygen & Associated Supplies	\$100.00
IV & Associated Supplies	\$150.00
CPAP Disposable	\$150.00
Epi 1:1,000	\$35.00
Nitro Tabs	\$22.00
Albuterol/Ventolin	\$30.00
Glucagon	\$211.00
Narcan	\$48.00
ASA	\$32.00
Dextrose 25gms/50cc	\$32.00
Glucose	\$10.50
CO2 Monitor Nasal/Tube	\$40.00
Oil Dry	\$10.00 per bag
Class A, B, or AB Firefighting Foam	\$30.00/gallon
BLS Supplies Used	\$75.00
ALS Supplies Used	\$125.00
Paramedic Medications	
Adenocard	\$31.00
Amiodorone	\$125.00

Atropine	\$37.00
Calcium Chloride	\$43.00
Dextrose 5%	\$32.00
Diltiazem	\$9.00
Diphenhydramine	\$5.00
Epi 1:10,000	\$16.00
Etomidate	\$94.00
Heparin	\$32.00
Ketamine	\$54.00
Lidocaine	\$36.00
Magnesium Sulfate	\$7.00
Methylprednisolone	\$101.00
Metoprolol	\$9.00
Midazolam	\$68.00
Norepinephrine	\$22.00
Ondansteron	\$28.00
Sodium Bicarbonate	\$37.00
Sublimaze	\$5.00
Succinylcholine	\$41.00
Clopidogral	\$19.00
Dopamine	\$97.00
Hydromorphone	\$10.00
Hydroxycobalamin	\$1270.00
Metoclopramide	\$5.00
Morphine Sulfate	\$56.00
Tranexamic Acid	\$96.00
Fees Relating To Permits Required	
Fire pit burn permit	\$15.00 each fire or \$50.00 yr
Fireworks permit	\$50.00
Burning permits	\$50.00
Key box processing fee	\$10.00
Operational Permit	\$75.00
Fees Relating To Fire Protection Systems	
Basic system Review Fee is charged for systems without hydraulic calcs	\$250
Fire Sprinkler, Fire Control and/or Fire Suppression system plan review with one set of hydraulic calculations. (Fee is charged for each separate floor and /or area of building per system and review.)	\$300.00
Verifications of Additional Hydraulic Calcs (fee is charged for each additional set of hydraulic calculations required by the AHJ)	\$175.00
Additional review of same system. (Fee applies to all re-submittals.)	\$300
Site inspection during installation 2 hour minimum Note: system may not be concealed prior to inspection. Inspections are required for all systems.	\$75.00/hr.

Modifications to existing systems	
Min. fee per system without hydraulic calcs	\$75.00
Fee per sprinkler up to 15 sprinklers w/o calcs	\$20.00 ea.
Fee per sprinkler up to 15 with calcs	\$200.00
Fire Pumps per review	\$300.00
Fire prevention inspection fee schedule:	
Residential Building Type:	
4 to 36 units	\$10 per unit per year
37 to 60 units	\$400 per year
61 to 99 units	\$450 per year
100 units and above	\$500 per year
Commercial:	
Under 1,000 square feet	\$50
1,000 to 4,999 square feet	\$100
5,000 to 24,999 square feet	\$150
25,000 to 99,000 square feet	\$200
100,000 to 174,999 square feet	\$400
175,000 to 249,999 square feet	\$700
Industrial:	
Under 5,000 square feet	\$100
5,000 to 24,999 square feet	\$200
25,000 to 99,000 square feet	\$300
100,000 to 174,999 square feet	\$500
175,000 to 349,999 square feet	\$800
Additional conditions: (a) The fee for hotels and motels shall be the same as for residential property, except that the fee shall be calculated on a per room basis. (b) Square footage refers to the total floor area of any building or structure. (c) Inspection fees shall be charged to the property owner. Any fees unpaid by November 1 of each year shall be entered upon the tax roll as a special charge against the property and all proceedings in relation to the collection, return, and sale of the property for delinquent real estate taxes, shall apply to the inspection fee.	
Sprinkler system underground mains	
0-200 feet	\$75.00
201-999 feet	\$125.00
1000 or more	\$300
Fire hose standpipe connections	\$15.00 each
Other fire protection systems (hood, wet & dry chem.)	\$300
Fire alarm systems per control panel	\$250.00
Fire Alarm system manual pull stations, initiating devices; this includes smoke, heat, flame, ionization, photoelectric detectors, water flow devices and all monitoring devices per review.	\$50.00 up to 3 \$10 each additional
Witness of all required tests – 2 hour minimum	\$150/hr.
Inspection during installation	\$75.00/hr.

Fire protection Consulting on systems and or for occupancies or permits	\$75.00/hr. 1 Hour Minimum
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Adopted this 24th day of May, 2021.

Mayor Charlene Klein

Attest:

City Clerk Lana Kropf

PHOENIX TALENT AGENCY, INC.

3208 W. Lake Mary Blvd., Suite 1720 Lake Mary, Florida 32746 (321) 441-9139

THE ATTACHED RIDER IS PART OF THIS CONTRACT AND MUST BE SIGNED
DO NOT ADVERTISE THIS ENGAGEMENT UNTIL CONTRACT HAS BEEN SIGNED BY BOTH PARTIES

AGREEMENT made this 28th day of April, 2021, between **Glenn Miller Productions, Inc.** (hereinafter referred to as the "Artist"), and **City of Lake Geneva** (hereinafter referred to as the "Purchaser").

IT IS MUTUALLY AGREED between the parties hereto as follows:

The Artist agrees to furnish and the Purchaser agrees to accept for the engagement hereinafter described the services of the **GLENN MILLER ORCHESTRA®** upon all the terms and conditions set forth herein and attached, which are incorporated herein and made a part of this agreement.

Name and address of place of engagement:	Riviera Ballroom, 812 Wrigley Drive Lake Geneva, Wisconsin 53417
Date(s) of engagement:	Saturday, August 28, 2021
Hours of engagement:	7:00 PM - 10:00 PM, with appropriate intermissions
Type of engagement:	Dinner dance
Price:	Seven Thousand (\$7,000.00) Dollars
Special Conditions:	Purchaser to provide hotel rooms per Rider #12

Payment of non-refundable deposit of Three Thousand, Five Hundred (\$3,500.00) Dollars shall be made by the Purchaser to **Glenn Miller Productions, Inc.** upon the signing of this agreement. The balance of the guarantee shall be paid to the manager of the **Glenn Miller Orchestra®** 30 minutes prior to the performance in **cash or by bank draft** drawn to the order of **Glenn Miller Productions, Inc.**

THERE ARE TO BE NO DEDUCTIONS FROM THE AGREED PRICE FOR ANY REASON WHATSOEVER

If the Purchaser breaches this agreement, it shall, in addition to the forfeiture of the non-refundable deposit to the Artist, pay the Artist's damages together with interest thereon at the rate of 1-1/2% per month plus reasonable attorney's fees.

The Agreement cannot be changed orally and shall be construed, governed, and interpreted pursuant to the laws of the State of New York. The Agreement represents the full understanding between the parties and neither party shall be bound by any terms or undertakings other than those contained herein.

WHEREFORE, the parties have signed this agreement the day and year first above written.

Glenn Miller Productions, Inc.
FEDERAL I.D. #13-5650273

City of Lake Geneva

BY: _____

By: _____
Mayor Charlene Klein

Deposit Received:

Deposit: _____ Date: _____
Agent: Joe Young

Address: 626 Geneva Street
Lake Geneva, WI 53417
Contact: Mayor Charlene Klein
Telephone: 262-215-3563
Email: mayor@cityoflakegeneva.com

THE FOLLOWING TERMS AND PROVISIONS ARE INCORPORATED IN THE AGREEMENT

The Artist agrees to plan, assemble and furnish the orchestra and accompanying personnel, if any, as well as the use of all musical arrangements. The Artist shall have and exercise exclusive authoritative control over such personnel, the details, methods and persons to be employed by it in performing the provisions of this agreement on its part to be performed, and shall have the right in its sole discretion to designate or change the personnel to be furnished by it at any time during the engagement. The Purchaser shall have no right, title or interest in the performances covered by this agreement other than the right to receive the live performances of the **Glenn Miller Orchestra** at the agreed time and place. The Artist shall perform and discharge all obligations imposed upon the employer under laws relating to workers' compensation, unemployment insurance, social security, withholding taxes and other Federal and State laws relating to employment. It shall further file all returns and reports and make withholdings required to be made by the employer.

The obligations upon the Artist to furnish the orchestra and accompanying personnel, if any, is subject to proven detention on the part of any persons involved by sickness, accidents, or accidents to means of transportation, riots, strikes, epidemics, Acts of God, or any other legitimate conditions beyond the control of the Artist or the employees involved.

Nothing in this contract shall ever be so construed as to interfere with any obligations which any employee of the Artist may have by reason of union membership.

The Purchaser represents that there does not exist any claim of any kind arising out of musical services rendered for the Purchaser, or any predecessor in interest, or any predecessor operating under the same trade name at the same location. It is agreed that the Artist, in its sole discretion, shall not be required to perform any provisions of this contract or to render any services so long as any such claim is unsatisfied or unpaid in whole or in part.

The Artist shall be free, in its sole discretion and without liability, to terminate or suspend its services hereunder in the event that its employees are affected by any union strike, ban, unfair list, order, or requirement notwithstanding any other provisions of this contract to the contrary.

~~Each party hereby agrees to indemnify the other party, and their respective agents, representatives, principals, employees, officers and directors, harmless from and against any loss, damage, cost or expense, including reasonable attorney's fees incurred or suffered by the other party as a result of any claim for personal injury, property damage or otherwise brought by or on behalf of any third party as a result of or in connection with the willful misconduct or negligence of the indemnifying party.~~

This constitutes the sole, complete, and binding agreement between the parties hereto. Phoenix Talent Agency, Inc. acts only as agent for Artist and assumes no liability hereunder.

This agreement may not be assigned by either party hereto.

(FOR OTHER PROVISIONS SEE ATTACHED RIDER)

January 2021

Please initial _____

GLENN MILLER ORCHESTRA®

THIS RIDER FORMS PART OF THE ANNEXED AGREEMENT DATED April 28, 2021

1. **BILLING:** The GLENN MILLER ORCHESTRA shall receive One Hundred Percent (100%) billing in all printed material, paid advertising, displays, programs, and any and all other advertising and publicity media used in connection with this engagement as specified by the Artist. The show shall be advertised as:

The World Famous 35%
Glenn Miller Orchestra 100%

2. **CANCELLATION POLICY:** The Artist has the right to cancel (or postpone to a mutually agreeable date) this engagement upon written notice to the Purchaser at least eight (8) weeks prior to the date of commencement of the engagement if the Artist enters into a contract prior to such eight (8) week period for the services of the Orchestra in film, radio, television or theatrical production. In the event of such cancellation, the Artist's total liability to the Purchaser hereunder shall be to pay to the Purchaser the amount of the nonrefundable deposit made hereunder.

Purchaser may not cancel this engagement for any reason whatsoever except for conditions beyond its control such as accidents, riots, strikes, acts of God, and inclement weather. If venue is outdoors, and in the event of inclement weather, Purchaser shall provide a local indoor venue. If no indoor venue is available, Artist shall be paid rain or shine.

3. **NO RECORDING:** Unless approved by the Artist, the Purchaser shall not:
 - A. schedule leader or members of the Orchestra for television or radio appearances;
 - B. permit any portion of the performance rendered hereunder to be broadcast, photographed, recorded, filmed, taped, or embodied in any form for any purpose, and Purchaser agrees that it will not authorize any such activity, nor admit to performance any persons carrying tape, film, cassettes, or video recording devices.

PURCHASE SHALL POST: "NO AUDIO OR VIDEO RECORDING AND NO FLASH PHOTOGRAPHY"

4. **SUPPORT ACTS:** Artist shall have absolute right of approval of any other acts on the show, including set length, billing, and placement in the show. In the event said approval is granted and Orchestra further agrees to rehearse with and/or accompany such acts, Artist shall receive additional compensation in an amount to be agreed upon separately.
5. **STAGING:** Purchaser at its own expense shall provide the following, all of which must be in first-class condition:
 - (a) One (1) grand (or baby grand) piano tuned to 440-A pitch (Steinway or Yamaha preferred);
 - (b) Sixteen (16) chairs on stage;
 - (c) Proper lighting on stage (full wash) and two (2) spotlights with operators (spotlights for concerts only);
 - ~~(d) A bandstand with skirted risers / platforms in conformance with the Orchestra's standard stage plot attached hereto;~~
 - (e) Four (4) Manhasset type music stands;
 - (f) Jazz drum set.
6. **SOUND:** The Purchaser shall provide sound equipment at its own expense in accordance with the attached sound equipment schedule.

Please initial _____

7. **DRESSING ROOMS:** Purchaser at its own expense shall provide Orchestra personnel with three (3) adequate dressing room facilities at or near the premises to enable the leader, the musicians, and vocalists to change prior to and after the performance hereunder. One dressing room with private restroom must be provided for female vocalist and instrumentalists if any.
8. **HOSPITALITY:** Purchaser agrees to provide Orchestra personnel with a meal such as but not limited to sandwiches or hot dishes, a cheese/fruit/vegetable tray or salads, coffee, water, juice and soda. Meal shall be available upon Orchestra's arrival at venue. Please discuss with Orchestra road manager any special requirements.
9. **SETTLEMENT:** The balance of the guarantee shall be paid to the manager of the **Glenn Miller Orchestra** 30 minutes prior to the performance in cash or by bank draft drawn to the order of **Glenn Miller Productions, Inc.**

Should the terms of this contract entitle the Orchestra to participate in gross admission receipts or cover charges, the Purchaser agrees that in addition to Artist comps it will not issue more than thirty (30) complimentary tickets, or three percent (3%) of capacity, whichever is greater. A representative of the **Glenn Miller Orchestra** shall have access to the box office at all times throughout the day of engagement for purposes of verifying ticket sales. Purchaser will furnish Artist's representative with a signed box office statement at completion of engagement.

10. **MERCHANDISING:** Purchaser agrees to permit **Glenn Miller Orchestra** souvenir programs, CD's, DVD's, T-shirts and memorabilia to be sold throughout the engagement by salesmen provided by Artist without charge by the Purchaser. Purchaser shall provide 2 tables for Orchestra's use.
11. ~~**COMPLIMENTARY TICKETS:** Eight (8) courtesy house seats will be made available at all performances for use by the Artist.~~
12. **HOTEL ACCOMMODATIONS:** Purchaser at its own expense shall provide six (6) single rooms and seven (7) double rooms the night of the performance in a reasonable hotel as close to the venue and restaurants as possible.
13. **FUEL SURCHARGE:** Due to travel expenses, the Purchaser shall pay Artist \$100.00 at the venue either in cash or by separate check as partial reimbursement of its fuel costs.
14. **INSURANCE:** Artist carries standard Commercial General Liability insurance in the amount of \$1,000,000 per occurrence/\$2,000,000 Aggregate, Workers Compensation Insurance/Employers Liability, Automobile Liability insurance in the amount of \$1,000,000 for all Owned, Non-Owned & Hired Auto Vehicles and an Umbrella policy with \$2,000,000. Artist will provide a certificate of liability insurance if requested at least 30 days prior to the engagement. Any additional dollar amounts, or requests to be a named insured, will be at the sole expense of the Purchaser.
15. The Person signing this Agreement warrants that he / she is authorized to represent the Purchaser and has the authority and means to present Artist according to the terms herein. Any changes, deletions, additions to this Agreement and / or Rider, including any Purchaser Addenda or Riders shall not apply unless approved by Artist in writing. Should there be a conflict between Purchaser's Rider/Addenda and Artist's Agreement/Rider, Artist's Agreement/Rider shall apply.

Glenn Miller Productions, Inc.

City of Lake Geneva

By: _____

By: _____
Mayor Charlene Klein

Date: _____

Date: _____

GLENN MILLER ORCHESTRA®

Sound Requirements

The following equipment shall be provided by Purchaser in accordance with Article #6 of the contract rider.

- A. Theatres or theatre-sized indoor facilities:
1. ~~Three~~ Four vocal microphones across the front
 2. Five saxophone microphones
 3. Two trombone microphones
 4. Two trumpet microphones
 5. One piano microphone
 6. Two floor monitors for vocalists
 7. Sidefills (monitors) suggested, but not required

- B. Outdoor concerts or very large indoor facilities:
1. Four vocal microphones across the front
 2. Five saxophone microphones
 3. Two trombone microphones
 4. Two trumpet microphones
 5. One piano microphone
 6. One bass microphone or direct input
 7. Three drum microphones (overhead, kick and snare)
 8. Two floor monitors for vocalists
 9. Sidefills (monitors) strongly suggested (not required)

~~Note:~~ Fourteen (14) total microphones and two (2) monitors for indoor jobs.

~~Eighteen (18) total microphones and at least two (2) monitors for outdoor jobs.~~

The Miller Sound Lives Forever!

3208 W. Lake Mary Blvd., Suite 1720

Lake Mary, Florida 32746

Phone: (321) 441-9135

www.glennmillerorchestra.com

Please initial _____



Contract

www.swingnouveau.net

13630 West Crawford Drive
New Berlin, WI 53151

Purchaser: City of Lake Geneva
Contact : Mayor Charlene Klein
Phone: (262)-215-3562
E-Mail: mayor@cityoflakegeneva.com

1. This is to confirm that Swing Nouveau will perform at The Riviera Ballroom, Lake Geneva, WI

On the date of December 31, 2021. The performance will begin at 8:30 PM and conclude after 12:30 AM

The contract price is \$ 5,000.00. A down payment will be made by check in the amount of \$ 500.00

Upon signing this contract. The remainder will be paid by check in the amount of \$ 4,500.00 by the end of the performance time.

2. Cancellation:

If the purchaser cancels the performance by notifying the contract person listed above of such cancellation less than 60 days but more than 30 days before the date of performance, then Swing Nouveau shall refund 50% of the down payment. If the purchaser cancels the performance with-in 7 days prior to the start time, Swing Nouveau shall receive full contract price. Please make checks out to Swing Nouveau LLC.

3. Special Considerations:

The purchaser shall provide two (2) 20 amp circuits or four (4) 10 amp circuits to the performance area. Twelve (12) chairs will be made available on the stage area for seating. A performance area of no less than 15' x 25' will be provided. Complimentary water, soda, or juice will be provided to band members during breaks.

4. Performance:

Swing Nouveau shall do everything necessary to execute the work in an expeditious and workman-like manner pursuant to the standards of the trade. The band shall perform on time and at the appointed place with all necessary equipment. This agreement to perform is subject to proven detention by sickness, accidents, riots, strikes, or an act of god. Note: Swing Nouveau's federal ID # is 39-195-2217

Purchaser


Swing Nouveau Signature

Date

3-12-2021

Date

Please sign and forward back a copy to Swing Nouveau by mail or electronically to swingnv69@aol.com and keep one copy for your records. Thank you and see you soon.

Report Criteria:

Report type: Summary

[Report].Check Issue Date = 04/29/2021,05/05/2021,05/12/2021

Check.Type = {<>} "Adjustment"

Bank.Bank account = "043230"

Check Issue Date	Check Number	Vendor Number	Payee	Amount
04/29/2021	76215	5428	CITY OF LAKE GENEVA POLICE DEPT	86.24
04/29/2021	76216	3495	CITY OF LAKE GENEVA	100.00
05/05/2021	76217	3435	CHARLENE KLEIN	239.88
05/05/2021	76218	2273	CHASE CARD SERVICES	5,219.14
05/05/2021	76219	2277	CHICAGO TRIBUNE	119.50
05/05/2021	76220	2499	FINDAWAY WORLD LLC	20.93
05/05/2021	76221	2670	HOME DEPOT CREDIT	355.31
05/05/2021	76222	2800	KORNAK, EMILY	19.98
05/05/2021	76223	2977	MIDWEST TAPE	124.20
05/05/2021	76224	3024	MUTUAL OF OMAHA	2,925.78
05/05/2021	76225	3062	NORTHWIND PERENNIAL FARM	350.00
05/05/2021	76226	3232	RHYME BUSINESS PRODUCTS	381.20
05/05/2021	76227	3233	RHYME BUSINESS PRODUCTS	174.33
05/05/2021	76228	6105	THE SWEENEY GROUP	4,000.00
05/05/2021	76229	4918	TIME WARNER CABLE	144.98
05/12/2021	76319	2046	ALLIANT ENERGY	17,707.12
05/12/2021	76320	2056	AMAZON	200.73
05/12/2021	76321	6160	AMAZON CAPITAL SERVICES	1,803.52
05/12/2021	76322	5770	AT & T TELECONFERENCE SERVICES	110.45
05/12/2021	76323	2109	AT&T MOBILITY	4,019.57
05/12/2021	76324	5339	BOULAND, BROCK	120.00
05/12/2021	76325	2235	BURLINGTON GLASS INC	35.00
05/12/2021	76326	5877	DIAMONDBACK AIRBOATS	55,070.50
05/12/2021	76327	2424	DUNN LUMBER	7.69
05/12/2021	76328	3775	GENEVA LAKES CARPET CLEANING	200.00
05/12/2021	76329	2800	KORNAK, EMILY	65.00
05/12/2021	76330	5659	MSI GENERAL CORPORATION	1,050,671.50
05/12/2021	76331	5225	NETTESHEIM, GLEN	120.00
05/12/2021	76332	3001	SECURIAN FINANCIAL GROUP	2,395.75
05/12/2021	76333	4918	TIME WARNER CABLE	114.98
05/12/2021	76334	5001	VERIZON WIRELESS	38.01
05/12/2021	76335	5071	WE ENERGIES	511.63
Grand Totals:				1,147,452.92

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
11-00-00-21100	.00	31,168.94-	31,168.94-
11-00-00-21340	2,206.89	.00	2,206.89
11-00-00-21555	1,547.89	.00	1,547.89
11-00-00-21562	998.38	.00	998.38
11-00-00-21564	379.51	.00	379.51
11-10-00-51330	164.65	.00	164.65

GL Account	Debit	Credit	Proof
11-10-00-55000	125.22	.00	125.22
11-11-00-53320	158.15	.00	158.15
11-12-00-53610	31.95	.00	31.95
11-14-30-53110	47.70	.00	47.70
11-14-30-53120	63.00	.00	63.00
11-14-30-53320	489.00	.00	489.00
11-15-10-53100	109.99	.00	109.99
11-15-10-53200	20.00	.00	20.00
11-15-10-53990	179.00	.00	179.00
11-15-10-54500	900.00	.00	900.00
11-16-10-52220	3,234.63	.00	3,234.63
11-16-10-53100	375.48	.00	375.48
11-21-00-52210	3,889.74	.00	3,889.74
11-21-00-52220	128.79	.00	128.79
11-21-00-53120	67.50	.00	67.50
11-21-00-53310	240.00	.00	240.00
11-21-00-53610	4.21	.00	4.21
11-21-00-54100	14.53	.00	14.53
11-22-00-52210	389.79	.00	389.79
11-22-00-52220	1,175.89	.00	1,175.89
11-22-00-52240	23.21	.00	23.21
11-22-00-53100	311.62	.00	311.62
11-22-00-53400	31.08	.00	31.08
11-22-00-53410	31.67	.00	31.67
11-22-00-53500	9.00	.00	9.00
11-22-00-53510	219.55	.00	219.55
11-22-00-53990	107.05	.00	107.05
11-22-00-54100	60.95	.00	60.95
11-22-00-54500	88.62	.00	88.62
11-22-00-55000	268.72	.00	268.72
11-22-00-58000	406.18	.00	406.18
11-24-00-53100	174.33	.00	174.33
11-24-00-53320	40.00	.00	40.00
11-29-00-52210	38.01	.00	38.01
11-29-00-52220	55.20	.00	55.20
11-32-10-47300	140.93	.00	140.93
11-32-10-52220	745.69	.00	745.69
11-32-10-53510	1,086.43	.00	1,086.43
11-32-13-54100	102.72	.00	102.72
11-34-10-52220	373.69	.00	373.69
11-34-10-52230	8,183.78	.00	8,183.78
11-51-10-52220	474.30	.00	474.30
11-52-00-52220	567.30	.00	567.30
11-52-00-52410	125.98	.00	125.98
11-52-00-59220	148.51	.00	148.51
11-52-01-52220	412.53	.00	412.53
40-00-00-21100	.00	2,407.16-	2,407.16-
40-52-10-53990	33.90	.00	33.90
40-52-11-10100	100.00	.00	100.00
40-54-10-52220	354.61	.00	354.61
40-55-10-52400	369.98	.00	369.98
40-55-30-52220	1,273.79	.00	1,273.79
40-55-30-53000	274.88	.00	274.88

GL Account	Debit	Credit	Proof
42-00-00-21100	.00	274.04-	274.04-
42-34-50-53400	207.36	.00	207.36
42-34-50-53510	44.71	.00	44.71
42-34-50-53990	21.97	.00	21.97
43-00-00-21100	.00	1,050,697.39-	1,050,697.39-
43-22-00-17010	25.89	.00	25.89
43-40-00-17010	94,134.55	.00	94,134.55
43-40-00-17012	448,866.94	.00	448,866.94
43-40-00-17014	507,670.01	.00	507,670.01
50-00-00-21100	.00	55,070.50-	55,070.50-
50-22-00-58000	55,070.50	.00	55,070.50
61-00-00-21100	.00	6.01-	6.01-
61-00-00-92630	6.01	.00	6.01
62-00-00-21100	.00	18.20-	18.20-
62-00-00-92630	18.20	.00	18.20
99-00-00-21100	216.93	8,027.61-	7,810.68-
99-00-00-52110	84.98	.00	84.98
99-00-00-52160	4,000.00	.00	4,000.00
99-00-00-52220	1,066.83	.00	1,066.83
99-00-00-53100	51.30	.00	51.30
99-00-00-53120	15.68	.00	15.68
99-00-00-53320	250.00	.00	250.00
99-00-00-53500	46.85	.00	46.85
99-00-00-53600	350.00	.00	350.00
99-00-00-53990	111.83	.00	111.83
99-00-00-54100	564.40	194.53-	369.87
99-00-00-54110	98.74	.00	98.74
99-00-00-54120	119.50	.00	119.50
99-00-00-54140	415.36	22.40-	392.96
99-00-00-54150	178.74	.00	178.74
99-00-00-54155	167.00	.00	167.00
99-00-00-55000	360.70	.00	360.70
99-00-00-55140	21.50	.00	21.50
99-00-00-59000	124.20	.00	124.20
Grand Totals:	1,147,886.78	1,147,886.78-	.00

Dated: 5/18/2021Mayor: Charles KleinCity Council: Robert HollandJohn Junker

City Recorder: _____

Report Criteria:

Report type: Summary

[Report].Check Issue Date = 04/29/2021,05/05/2021,05/12/2021

Check.Type = {<>} "Adjustment"

Bank.Bank account = "043230"

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice.Batch = "05192021","05192021A"

Invoice Detail.GL account (2 Characters) = {<>} "61"

Invoice Detail.GL account (2 Characters) = {<>} "62"

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
ALVAREZ,MICHAEL				
REFD 5/5/21	05/05/2021	REFD-OVPD CIT #PK20-36462	11-12-00-45100 COURT PENALTIES & FINES	.13
Total ALVAREZ,MICHAEL:				.13
AURORA HEALTH CARE				
1243303	05/02/2021	DOT DRUG SCREENS	11-32-10-52050 DRUG AND MEDICAL TESTING	50.00
Total AURORA HEALTH CARE:				50.00
AUTOMATIC ENTRANCES OF WI INC				
2001944	05/06/2021	FRONT DOOR REPAIR	11-16-10-52400 CITY HALL BUILDING REPAIRS	187.00
Total AUTOMATIC ENTRANCES OF WI INC:				187.00
BREEZY HILL NURSERY				
I-244149	04/29/2021	PLANTING MAINT-APR/MAY	42-34-50-52200 PARKING LOT PLANTING/MAINT	4,905.86
I-244150	04/09/2021	POND MAINT-APR	42-34-50-52200 PARKING LOT PLANTING/MAINT	230.00
Total BREEZY HILL NURSERY:				5,135.86
BROWNS LAKE AQUADUCKS				
REIMB 11/13/2	05/07/2021	REFUND/CANCELLATION-11/13/	40-55-10-23530 SECURITY DEPOSITS-UPPER RIV	1,000.00
Total BROWNS LAKE AQUADUCKS:				1,000.00
BUMPER TO BUMPER AUTO PARTS				
662-440168	04/29/2021	WELDING HOSE-SHOP	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	38.59
662-440434	05/06/2021	DOOR HANDLE-#55	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	20.39
Total BUMPER TO BUMPER AUTO PARTS:				58.98
BUREAU OF CORRECTIONAL ENTERPRISES				
306-185510	03/31/2021	PAPER TOWEL	11-52-00-53500 BLDG MAINT SUPPLIES-PARKS	772.50
Total BUREAU OF CORRECTIONAL ENTERPRISES:				772.50
CAMPBELL, KAITLYN				
REIMB 5/1/21	05/07/2021	CAMPBELL-5/1/21 SEC DEP	40-55-10-23530 SECURITY DEPOSITS-UPPER RIV	1,000.00
REIMB 5/1/21	05/07/2021	CAMPBELL-SEC GRDS,SETUP	40-55-10-46740 UPPER RIVIERA REVENUE	369.50-
Total CAMPBELL, KAITLYN:				630.50
CDW GOVERNMENT INC				
C601647	05/03/2021	MAIL SERVER SOFTWARE UPG	11-15-10-54500 COMPUTER IT SVC & EQUIPMENT	627.68
C624428	05/03/2021	MAIL SERVER UPGRADE	11-15-10-54500 COMPUTER IT SVC & EQUIPMENT	998.20
Total CDW GOVERNMENT INC:				1,625.88

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
CES				
LKG/069673	04/07/2021	STANCHION ROPES	43-40-00-17014 RIVIERA RENOVATION 2ND FLOOR	391.00
Total CES:				391.00
CINTAS CORP				
5060998682	05/04/2021	FIRST AID SUPPLIES	11-32-10-53900 FIRST AID AND SAFETY SUPPLIES	155.29
Total CINTAS CORP:				155.29
DUNN LUMBER				
726531	04/27/2021	PIPE,ST ELBOW-H2O REPAIR	48-00-00-53620 CEM GROUNDS/LANDSCAPING	30.97
726534	04/27/2021	LANDSCAPING-5/1 WEDDING	40-55-20-53500 BLDG MAINT SUPPLIES-LOWER RIV	18.58
728001	04/29/2021	CLEANING MATL-5/1 WEDDING	40-55-10-53500 BLDG MAINT SUPPLIES-UPPER RIV	11.27
729467	04/30/2021	ST ELBOW-WATER REPAIR	48-00-00-53620 CEM GROUNDS/LANDSCAPING	5.98
729609	04/30/2021	HEX BUSHING-H2O SYSTEM RE	48-00-00-53620 CEM GROUNDS/LANDSCAPING	8.78
731503	05/01/2021	SOAP,CORD-5/1 WEDDING	40-55-20-53500 BLDG MAINT SUPPLIES-LOWER RIV	31.84
733634	05/04/2021	PLYWOOD-5/1 WEDDING	40-55-10-53500 BLDG MAINT SUPPLIES-UPPER RIV	82.86
734798	05/05/2021	MARKERS-SHOP	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	7.47
734798	05/05/2021	WIRE-STAKING TREES	11-32-13-54300 TREE & BRUSH OPER SUPPLIES	12.49
734992	05/05/2021	SCREWS,BRACKET-SHELVES	40-55-20-53500 BLDG MAINT SUPPLIES-LOWER RIV	24.05
735392	05/05/2021	(3) FURNACE FILTERS	11-51-10-52400 MUSEUM-MAINTENANCE & REPAIRS	14.87
735471	05/05/2021	NUTS,BOLTS-SHELVES	40-55-20-53500 BLDG MAINT SUPPLIES-LOWER RIV	26.47
736483	05/06/2021	SAW BLADES	48-00-00-53500 CEM BLDG MAINT SUPPLIES	16.47
737126	05/07/2021	(2) DOG BAG KEYS	11-52-00-53520 GROUNDS MAINT SUPPLIES	3.98
739543	05/10/2021	(12) BRACKETS	40-55-10-53500 BLDG MAINT SUPPLIES-UPPER RIV	45.48
740960	05/11/2021	PIPE/COMP CAPS-H2O SERVIC	11-52-00-52410 BLDG MAINT&REPAIR-PARKS	8.98
Total DUNN LUMBER:				350.54
ELKHORN CHEMICAL CO INC				
632712	04/30/2021	TOWELS	40-55-10-53500 BLDG MAINT SUPPLIES-UPPER RIV	383.28
Total ELKHORN CHEMICAL CO INC:				383.28
ELKHORN NAPA AUTO PARTS				
227753	04/27/2021	BALL JOINT REPAIR-#55	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	226.61
228011	04/29/2021	BALL JOINT REPAIR-#55	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	36.99
228054	04/29/2021	BALL JOINT REPAIR-#55	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	9.36
229313	05/11/2021	PLUG,SOCKET-#38	11-52-00-52500 EQUIPMENT REPAIR SERVICES	25.69
Total ELKHORN NAPA AUTO PARTS:				298.65
EQUIPARTS				
166131	04/29/2021	FLUSH VALVES-SEMINARY	11-52-00-52410 BLDG MAINT&REPAIR-PARKS	1,994.79
Total EQUIPARTS:				1,994.79
EVERBRIDGE				
M61009	03/23/2021	NIXLE SERVICE 3/21-3/22	11-32-10-53990 ST DEPT MISCELLANEOUS EXP	800.00
M61009	03/23/2021	NIXLE SERVICE 3/21-3/22	11-22-00-54500 FIRE IT SERVICES	800.00
M61009	03/23/2021	NIXLE SERVICE 3/21-3/22	11-15-10-54500 COMPUTER IT SVC & EQUIPMENT	800.00
M61009	03/23/2021	NIXLE SERVICE 3/21-3/22	11-21-00-52620 PD COMMUNICATION SYS MAINT FEE	800.00
Total EVERBRIDGE:				3,200.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
FASTENAL COMPANY				
WIELK164385	04/20/2021	AIR FILTERS	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	28.69
Total FASTENAL COMPANY:				28.69
FIRST SUPPLY LLC				
3072991-00	12/15/2020	SLOAN KITS	11-52-00-53500 BLDG MAINT SUPPLIES-PARKS	30.85
3124645-00	04/06/2021	SLOAN KITS, FLANGE KIT	11-52-00-53500 BLDG MAINT SUPPLIES-PARKS	19.22
3124645-01	04/09/2021	FLANGE KIT	11-52-00-53500 BLDG MAINT SUPPLIES-PARKS	34.91
3125046-00	04/07/2021	SPRING OPENING	11-52-00-53500 BLDG MAINT SUPPLIES-PARKS	65.93
3125046-01	04/08/2021	SPRING OPENING	11-52-00-53500 BLDG MAINT SUPPLIES-PARKS	37.08
3125046-02	04/14/2021	SPRING OPENING	11-52-00-53500 BLDG MAINT SUPPLIES-PARKS	7.68
Total FIRST SUPPLY LLC:				195.67
GALLANIS, JESSICA				
REFD 5/6/21	05/06/2021	PARKING REFD-APP ERROR	42-34-50-46410 PARKING APP NET COLLECTIONS	8.50
Total GALLANIS, JESSICA:				8.50
GAPPA SECURITY SOLUTIONS LLC				
23141	05/05/2021	LOCKS-LOWER RIV	43-40-00-17012 RIVIERA RENOVATION 1ST FLOOR	993.00
Total GAPPA SECURITY SOLUTIONS LLC:				993.00
GENEVA ONLINE INC				
1114078	05/03/2021	EMAIL SVC-MAY	11-12-00-52210 MUNICIPAL CT TELEPHONE	2.00
Total GENEVA ONLINE INC:				2.00
HE STARK AGENCY INC				
6089 PARK 4/3	04/30/2021	COLLECTION FEES-APR	42-34-50-52160 CALE CC AND COLLEC FEES	578.00
Total HE STARK AGENCY INC:				578.00
ITU ABSORB TECH INC				
7677765	04/19/2021	MAT SERVICE	40-55-20-53600 RIV MAINTENANCE SERVICE COSTS	95.31
7686439	04/30/2021	MATS,RAGS,COVERALLS	11-32-10-53600 ST DEPT BLDG MAINT SERV COSTS	109.34
7686440	04/30/2021	MATS	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	125.97
M000054958	04/19/2021	CREDIT-MATS	40-55-20-53600 RIV MAINTENANCE SERVICE COSTS	95.31
Total ITU ABSORB TECH INC:				235.31
JERRY WILLKOMM INC				
276641	04/21/2021	50.0 GALS KEROSENE	11-32-10-53410 VEHICLE-FUEL & OIL	153.50
276642	04/21/2021	1675.0 GALS GAS	11-32-10-53410 VEHICLE-FUEL & OIL	4,453.83
Total JERRY WILLKOMM INC:				4,607.33
JIMENEZ, MARIA				
REFD-5/30/21	05/12/2021	MARIA JIMENEZ 5/30/21-CANCE	40-55-10-23530 SECURITY DEPOSITS-UPPER RIV	1,000.00
Total JIMENEZ, MARIA:				1,000.00
JOHNS DISPOSAL SERVICE INC				
640225	05/06/2021	MAY SVC	11-36-00-52940 SOLID WASTE-RESIDENTIAL	30,798.93
640225	05/06/2021	MAY SVC	11-36-00-52970 SOLID WASTE-RECYCLING	16,888.68

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total JOHNS DISPOSAL SERVICE INC:				47,687.61
KWIK TRIP				
RESTIT 2/6/21	04/30/2021	RESTIT PYMT-CIT #CN80990C3	11-12-00-45100 COURT PENALTIES & FINES	20.00
Total KWIK TRIP:				20.00
LAKE GENEVA UTILITY				
312 CADENCE	04/14/2021	312 CADENCE CIR	45-00-00-24520 WATER IMPACT FEES	1,690.00
312 CADENCE	04/14/2021	312 CADENCE CIR	45-00-00-24530 SEWER IMPACT FEES	1,865.00
406 CADENCE	04/20/2021	406 CADENCE CIR	45-00-00-24520 WATER IMPACT FEES	1,690.00
406 CADENCE	04/20/2021	406 CADENCE CIR	45-00-00-24530 SEWER IMPACT FEES	1,865.00
Total LAKE GENEVA UTILITY:				7,110.00
MARED MECHANICAL				
123229	04/29/2021	HVAC CONTROL CHECK	11-16-10-52400 CITY HALL BUILDING REPAIRS	685.00
Total MARED MECHANICAL:				685.00
PFI FASHIONS INC				
7699	05/05/2021	UNIFORMS	42-34-50-51380 PARKING UNIFORMS	866.54
Total PFI FASHIONS INC:				866.54
QUADIENT LEASING USA, INC.				
N8841009	04/23/2021	POSTAGE METER MAR/APR/MA	11-16-10-55320 CH POSTAGE METER RENT & EXP	891.60
Total QUADIENT LEASING USA, INC.:				891.60
ROBERS, ROBERTA				
REFD 5/10/21	05/10/2021	REFD-OPS LIC OVERPAYMENT	11-00-00-44110 OPERATOR LICENSES	25.00
Total ROBERS, ROBERTA:				25.00
ROTE OIL COMPANY				
2112300208	05/05/2021	260.12 GALS CLEAR DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	678.66
2112600012	05/06/2021	210.7 GALS DYED DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	484.39
Total ROTE OIL COMPANY:				1,163.05
SECURITY EQUIPMENT SUPPLY				
N06160	04/27/2021	CAMERAS-DUNN FIELD	43-32-10-17020 DPW CAPITAL PROJECTS	93.71
N06198	04/27/2021	CAMERAS-DUNN FIELD	43-32-10-17020 DPW CAPITAL PROJECTS	417.08
Total SECURITY EQUIPMENT SUPPLY:				510.79
SHERRILL INC				
INV-595926	01/06/2021	SCABBARD REPLACE-BUCKET	11-32-13-54200 TREE & BRUSH-REPAIR	104.95
Total SHERRILL INC:				104.95
SHRED-IT				
8181892844	04/22/2021	SHREDDING SVC-APR	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	40.27

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total SHRED-IT:				40.27
STAFFORD ROSENBAUM LLP				
1252008	04/29/2021	OUTSIDE ATTY FEES	11-13-10-52140 OUTSIDE ATTORNEYS FEES	650.00
Total STAFFORD ROSENBAUM LLP:				650.00
STATE OF WISCONSIN				
INV.64-246 04/	04/30/2021	COURT FINES-APR 2021	11-12-00-24240 COURT FINES-STATE	5,195.20
Total STATE OF WISCONSIN:				5,195.20
T2 SYSTEMS CANADA INC				
IRIS000007260	06/28/2020	BEACH IRIS FEES-JUL	40-54-10-53400 LUKE/CALE OPERATING AND CC EXP	234.75
IRIS000007731	09/30/2020	BEACH IRIS FEES-OCT	40-54-10-53400 LUKE/CALE OPERATING AND CC EXP	234.75
Total T2 SYSTEMS CANADA INC:				469.50
TOTAL PARKING SOLUTIONS INC				
105236	03/22/2021	KIOSK ANNUAL MAINT CNTRCT	42-34-50-54500 SUPPORT CONTRACTS	28,000.00
TOTAL PARKING SOLUTIONS INC:				28,000.00
UNITED PUBLIC SAFETY INC				
UPS00046924	04/30/2021	AUTO OWNER LOOKUPS-APR 2	42-34-50-54500 SUPPORT CONTRACTS	355.00
Total UNITED PUBLIC SAFETY INC:				355.00
UTILITY SALES & SERVICE				
0071928-IN	04/07/2021	INSP-BUCKET TRUCK #31	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	1,094.61
0071929-IN	04/07/2021	INSP-BUCKET TRUCK #24	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	1,045.18
Total UTILITY SALES & SERVICE:				2,139.79
VANDEWALLE & ASSOCIATES INC				
202104023	04/20/2021	CITY PLANNING SERVICES	11-69-30-52120 OUTSIDE PROFESSIONAL PLANNING	126.00
202104023	04/20/2021	CITY ZONING	11-69-30-52180 ZONING CODES	2,428.50
202104023	04/20/2021	TAP GRANT	43-52-00-53100 TAP GRANT CAPITAL PROJECTS	1,043.78
202104023	04/20/2021	COST RECOVERY	11-00-00-13910 A/R BILL OUTS	3,258.00
Total VANDEWALLE & ASSOCIATES INC:				6,856.28
WALWORTH COUNTY CLERK				
ELECTION 202	05/04/2021	APR 2021 ELECT BALLOTS/CO	11-14-30-53110 BALLOTS/OTHER ELECTION EXPENSE	789.51
Total WALWORTH COUNTY CLERK:				789.51
WALWORTH COUNTY TREASURER				
INV.64-246 04/	04/30/2021	COURT FINES-APR 2021	11-12-00-24200 COURT FINES-COUNTY	1,439.81
Total WALWORTH COUNTY TREASURER:				1,439.81
WISCONN VALLEY MEDIA GROUP				
65525-2	04/30/2021	OFF PEAK PROMO CAMPAIGN	47-70-00-57155 TOURISM MUNICIPAL DEVELOPMENT	1,200.00
68314	05/06/2021	LN-252 CENTER ST CUP	11-10-00-53150 PUBLICATION FEES REIMBURSABLE	47.54
68315	05/06/2021	LN-600CAMPBELL ST CUP	11-10-00-53150 PUBLICATION FEES REIMBURSABLE	48.76

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
68317	05/06/2021	LN-725 W MAIN ST CUP	11-10-00-53150 PUBLICATION FEES REIMBURSABLE	47.76
68321	05/06/2021	LN-743 W MAIN ST CUP	11-10-00-53150 PUBLICATION FEES REIMBURSABLE	48.76
68323	05/06/2021	LN-816 WISCONSIN ST CUP	11-10-00-53150 PUBLICATION FEES REIMBURSABLE	50.21
68324	05/06/2021	LN-978 N KNOLL LN CUP	11-10-00-53150 PUBLICATION FEES REIMBURSABLE	48.76
68328	05/06/2021	LN-1334 W MAIN ST CUP	11-10-00-53150 PUBLICATION FEES REIMBURSABLE	47.54
68329	05/06/2021	LN-1886 GENEVA BAY DR CUP	11-10-00-53150 PUBLICATION FEES REIMBURSABLE	48.76
68331	05/06/2021	LN-ER-1 ZONING CHANGE NOT	11-10-00-53150 PUBLICATION FEES REIMBURSABLE	43.85
Total WISCONN VALLEY MEDIA GROUP:				1,631.94
WITTE SUPPLY COMPANY				
106461	04/28/2021	4 YDS TOPSOIL,STRAW BLANK	11-32-13-54300 TREE & BRUSH OPER SUPPLIES	137.00
106561	04/29/2021	3 YDS TOP SOIL-STUMPS	11-32-13-54300 TREE & BRUSH OPER SUPPLIES	76.50
Total WITTE SUPPLY COMPANY:				213.50
ZIMMERMANN, CAROL				
020365	04/20/2021	(10) STORYBOOK TRAIL SIGNS	11-70-00-57800 AVIAN COMMITTEE EXPENSES	578.00
328799	05/06/2021	MIGRATORY BIRD DAY PROGR	11-70-00-57800 AVIAN COMMITTEE EXPENSES	101.40
Total ZIMMERMANN, CAROL:				679.40
Grand Totals:				131,407.64

Dated:

5/18/2021

Mayor:

Charles Klein

City Council:

John H. Hurler

Ken Hohl

Joan Yunker

City Recorder:

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice.Batch = "05192021","05192021A"

Invoice Detail.GL account (2 Characters) = {<>} "61"

Invoice Detail.GL account (2 Characters) = {<>} "62"

RESOLUTION OF THE COMMON COUNCIL			
Resolution authorizing the issuance of a Conditional Use Permit (CUP) filed by Thomas & Kathy George, 3389 South Lake Shore Dr. Delavan WI 53115, for a request to raze the building at 252 Center St. Tax Key No. ZOP00258			
Committee:	Plan Commission approved May 17, 2021		
Fiscal Impact:	N/A		
File Number:	21-R37	Date:	May 24, 2021

WHEREAS, the City Plan Commission has considered the application of Thomas & Kathy George, 3389 South Lake Shore Dr. Delavan WI 53115, for a request to raze the building at 252 Center St..

WHEREAS, The City Plan Commission held a Public Hearing thereon pursuant to proper notice given on May 6, 2021.

NOW, THEREFORE, BE IT RESOLVED, that the Zoning Administrator be, and is hereby authorized, to issue a Conditional Use Permit to Thomas & Kathy George, 3389 South Lake Shore Dr. Delavan WI 53115, for a request to raze the building at 252 Center St.,

Tax Key Nos. ZOP00258

to include all affirmative findings of fact and note staff recommendations.

Granted by action of the Common Council of the City of Lake Geneva this 24th day of May, 2021.

Council Action: ☐ **Adopted** ☐ **Failed** **Vote** _____

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

Charlene Klein, Mayor

Date

Attest:

Lana Kropf, City Clerk

Date

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: May 17, 2021

Agenda Item: 6

Applicant:

Thomas & Kathy George
3389 S. Lake Shore Dr.
Delavan WI 53115

Request:

252 Center St.
Conditional Use Permit to Raze the Building
in the Central Business (CB) zoning district
Tax Key No. ZOP00258

Description:

The applicant has submitted a request to raze the existing building of the property located at 252 Center St. that will allow for the construction of a new commercial multi-use building located in the Commercial Business (CB) zoning district Tax Key No. ZOP00258.

A conditional use permit is required to be allow the building to be razed in accordance to zoning section 98-913(5)(c).

The applicants are requesting the approval for the Conditional Use Permit to Raze the building and remediate the property to a grass area, while finalizing and approving plans with the Plan Commission and Common Council of the new construction to begin in the fall of 2021.

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 Limited CUP;
- Include *findings* required by the Zoning Ordinance for CUPs; and,
- Provide specific suggested *requirements* 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:
 - 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.
- B. If, after the public hearing, the Commission wishes to recommend denial, then the appropriate fact finding would be one or more of the following:
- a. In general, the proposed conditional use is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
 - b. Specific to this site, the proposed conditional use is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
 - c. The proposed conditional use in its proposed location, and as depicted on the required site plan does result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of the Zoning Ordinance, the Comprehensive Plan or any other plan, program, map, or ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development.

- d. The proposed conditional use does not maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.
- e. The proposed conditional use is not located in an area that will be adequately served by, and will impose an undue burden on any of the improvements, facilities, utilities or services provided by public agencies serving the subject property.
- f. The potential public benefits of the proposed conditional use do not outweigh all potential adverse impacts of the proposed conditional use after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.

Staff Recommendation on the proposed Conditional Use Permit:

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

APPLICATION FOR CONDITIONAL USE

City of Lake Geneva

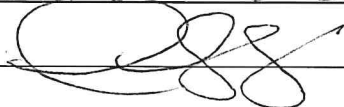
Site Address/Parcel No. and full Legal Description required (attach separate sheet if necessary):

ZOP 00258 South 1/2 of Lots 1 + 2 and the East 10 feet of South 1/2
of Lot 3, Block 27,

Name and Address of Current Owner: Thomas and Kathy George

Telephone No. with area code & Email of Current Owner: thomas@estreet2.com

805-453-8691 Kathy@estreet2.com 805-886-5263

Owner Signature: Kathy George 

Name and Address of Applicant:

THOMAS & KATHY GEORGE 3389 South Shore Drive
Delavan, WI 53115

Telephone No. with area code & Email of Applicant: _____

Same as above

Proposed Conditional Use: Retail Fronts (2), Lower Floor Rear Showroom
Recrewing for Brick & Mortar, Upper AIRBB / Living Units (3)

Zoning District in which land is located: Commercial

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

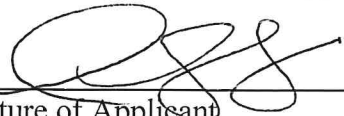
MARIT GAMBERG MAISON HUBERTZ, LLC 273 E Mendota East
MILWAUKEE, WI
53202

Short statement describing activities to take place on site:

Retail / Service Stores 1st Floor Front (2)
Retail Showroom Recrewing for BM 1st Floor Rear
AIRBB / Living Units 2nd Floor (3)

Conditional Use Fee payable upon filing application: \$400.00 [\$100.00 for Application Under Sec. 98-407(3)]

4/10/21
Date


Signature of Applicant

State Bar of Wisconsin Form 1-2003
WARRANTY DEED

Document Number

Document Name

THIS DEED, made between Kocourek Property Holdings LLC, ("Grantor," whether one or more), and Thomas George and Kathleen George, husband and wife, ("Grantee," whether one or more). Grantor, for a valuable consideration, conveys to Grantee the following described real estate, together with the rents, profits, fixtures, and other appurtenant interests, in Walworth County, State of Wisconsin ("Property") (if more space is needed, please attach addendum):

The South ½ of Lots 1 and 2 and the East 10 feet of the South ½ of Lot 3, Block 27, Original Plat, City of Lake Geneva, Walworth County, Wisconsin.

Name and Return Address

Acme Title Services LLC
P. O. Box 1300
Lake Geneva, WI 53147

ZOP 00258

Parcel Identification No. (PIN)

This is not homestead property
(is) (is not)

Grantor warrants that the title to the Property is good, indefeasible in fee simple, and free and clear of encumbrances, except: municipal and zoning ordinances and agreements entered under them, recorded easements for the distribution of utility and municipal services, recorded building and use restrictions and covenants, general taxes levied in the year of closing.

(Signatures may be authenticated or acknowledged. Both are not necessary.)

NOTE: THIS IS A STANDARD FORM. ANY MODIFICATIONS TO THIS FORM SHOULD BE CLEARLY IDENTIFIED.

WARRANTY DEED

© 2003 STATE BAR OF WISCONSIN

FORM NO. 1-2003

*Type name below signatures.

ATG FORM 4146-WI
(10/08)

FOR USE IN: WI

Electronic Real Estate Transfer Receipt



6E4UD

Wisconsin Department of Revenue
Instructions

1. Grantors and grantees must review this receipt, noting grantor and grantee responsibilities
2. Mail or deliver the following items:

Walworth County Register of Deeds, 100 W WALWORTH ST, RM 102, PO BOX 995, ELKHORN, WI 53121-0995

- This receipt page and a transfer fee of \$1,380.00
- The deed or instrument of conveyance and a recording fee of \$30.00 (regardless of the number of pages)

To view real estate transfer return details online, visit:

<https://ww2.revenue.wi.gov/RETRWebPublic/application>. You will need your receipt number, total value of real estate transferred, and the last name of one grantor or grantee.

Receipt **6E4UD**. Filed January 20, 2021, 10:01 AM - **Walworth County**. Conveyance date **2021-01-25**.

Value transferred	\$460,000	Transfer fee	\$1,380.00
Value subject to fee	\$460,000	Fee exemption number	

Grantors	Kocourek Property Holdings LLC
Grantees	George, George and Kathleen
Tax bill address	BMHO c/o Thomas C. George, 222 Center Street, Lake Geneva, Wisconsin 53147
Property Location	252 Center Street (City of Lake Geneva)
Parcels	ZOP 00258
Legal description	The South ½ of Lots 1 and 2 and the East 10 feet of the South ½ of Lot 3, Block 27, Original Plat, City of Lake Geneva, Walworth County, Wisconsin.

Grantor responsibilities: Grantors are responsible for paying the proper fee amount—verify the total property value, fee amount and fee exemption before sending this receipt to the county Register of Deeds.

Grantee responsibilities: Grantees assert that this property is not a primary residence.

Preparer	Trae A Torhorst, (262) 248-3333, trae@acmetitle.com
Grantor agent	Michael A. Kocourek, (847) 525-9060
Grantee agent	

If you have questions on the Real Estate Transfer Return (RETR), visit the Wisconsin Department of Revenue's Real Estate Transfer Fee web page at: revenue.wi.gov/retr/index.html, or contact your County Register of Deeds. To locate your Register of Deeds, visit: wrdaonline.org. Information on a real estate transfer return is used to administer various Wisconsin laws, including: income tax, real estate transfers, rental unit energy efficiency, lottery tax credit, and general property tax. Whether you are a resident, part-year resident, or non-resident, you must report the transfer of Wisconsin real estate in a taxable transaction on your Wisconsin income tax return. If you are a non-resident, you must file Form 1NPR to report the sale.

Penalties imposed under the following Wisconsin Statutes or Administrative Code:

Using an improper exemption - sec. 77.26(8), Wis. Stats.; falsifying the property value - sec. 77.27, Wis. Stats.; improperly claiming lottery and gaming credit as primary residence - chapter tax 20.12, Wis. Adm. Code.

Weatherization program under sec. 101.122, Wis. Stats., no longer exists.

Geneva Street

(80' Wide)

North 1/4 Corner
Section 36-2-17
N. 221,626.57
E. 2,421,858.38

Plat of Survey

of

The South 1/2 of Lots 1 and 2 and
the East 10 feet of the South 1/2 of
Lot 3, in Block 27 of the Original
Plat of the City of Lake Geneva,

located in the Southeast 1/4 of the Northwest 1/4 of Section 36, Town 2
North, Range 17 East, City of Lake Geneva, Walworth County, Wisconsin

Surveyed for: **Coldwell Banker**
226 Broad Street
Lake Geneva, Wisconsin. 53147



Bearings referenced to the East line of the Northwest 1/4 of Section 36-2-17,
recorded as N0°49'12"W in the Wisconsin State Plane Coordinate System,
South Zone, (NAD-27).

Coordinates are referenced to the Wisconsin State
Plane Coordinate System, South Zone, (NAD-27)

Not Certified Unless
Stamped in Red.

Notes:

- 1) This Plat of Survey is not certified unless signed and sealed in red ink.
- 2) This survey is subject to Wisconsin lien laws. This Plat of Survey is the notice of intent to file lien. Lien waiver required.
- 3) The Survey Date shown on this Plat of Survey is the completion date of the field work.

Copyright ©2021 by Olson Land Surveying, LLC.

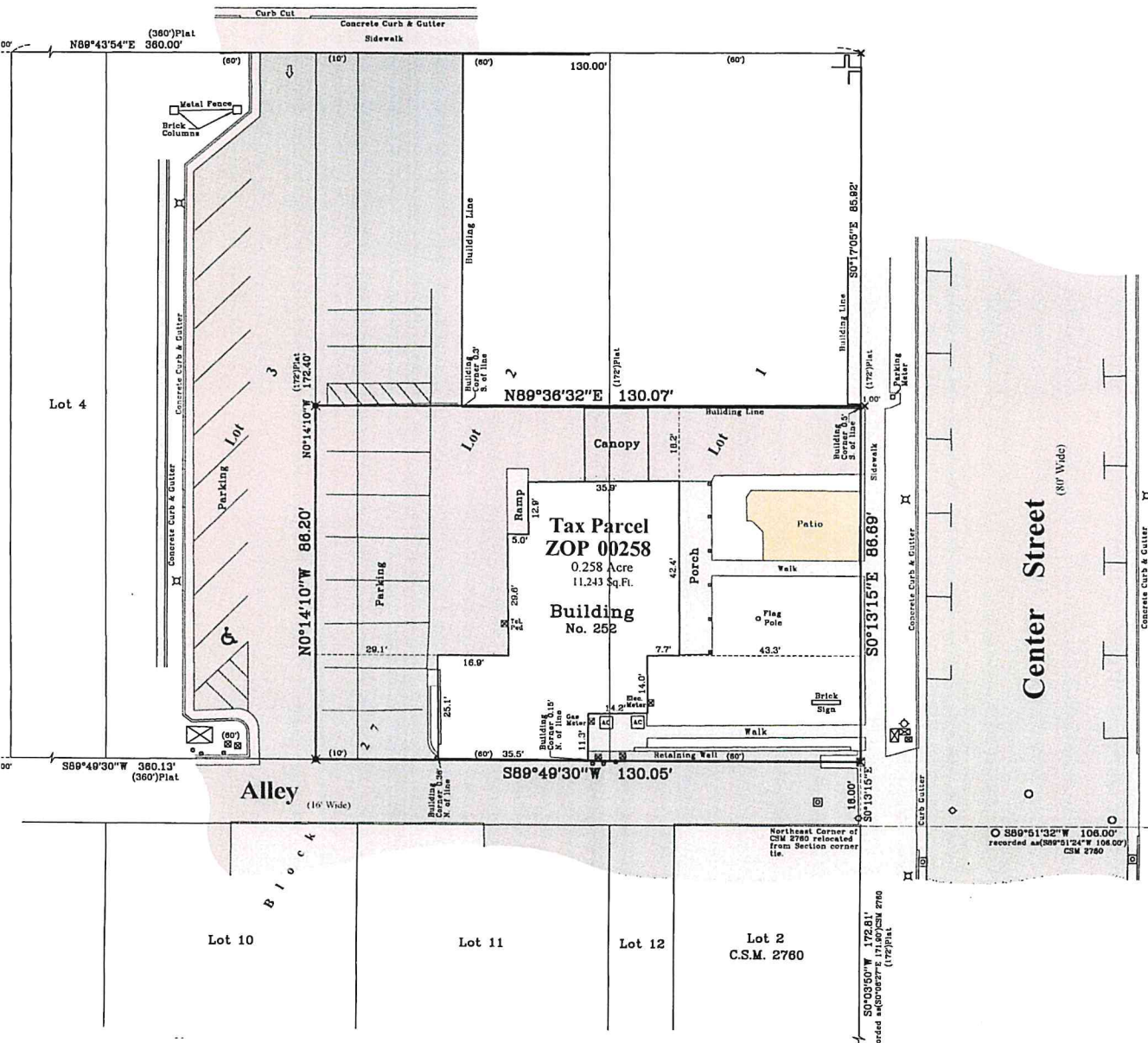
All rights reserved. No part of this survey plat may be reproduced or transmitted in any form by any means - graphic, electronic, or mechanical, including photocopying, tracing, or information storage and retrieval systems - without permission in writing from Douglas G. Olson, Olson Land Surveying, LLC.

I hereby certify that I have surveyed the above described property in compliance with Chapter A-E 7 of the Wisconsin Administrative Code and that the map hereon is correct to the best of my professional knowledge and belief and shows the size and location of the property, its exterior boundaries, the location and dimensions of all visible structures thereon, boundary fences, apparent easements and roadways and visible encroachments, if any.
This survey is made for the exclusive use of the present owners of the property.

recorded as (S0°49'25"W 1079.09') CSM 2760
S0°49'12"E 1879.09'

East line of the Northwest 1/4 of Section 36-2-17
N0°49'12"W 2838.89'
recorded as (N0°49'12"W 2838.89') State Plane

S0°08'50"W 179.81'
recorded as (S0°08'50"W 179.81') CSM 2760



RESOLUTION OF THE COMMON COUNCIL

Resolution authorizing the issuance of a Conditional Use Permit (CUP) filed by Andrew Loughlin & Linda G. Learn Trust, 223 W. Main St. Barrington IL 60010 for a 2nd floor addition to the home and request to utilize the SR-4 zoning setbacks in the ER-1 zoning for the property located in the Estate Residential - 1 (ER-1) zoning district for the property located at 600 Campbell St., Tax Key No. ZBB00001

Committee:	Plan Commission approved May 17, 2021		
Fiscal Impact:	N/A		
File Number:	21-R38	Date:	May 24, 2021

WHEREAS, the City Plan Commission has considered the application of Andrew Loughlin & Linda G. Learn Trust, 223 W. Main St. Barrington IL 60010 for a 2nd floor addition to the home and request to utilize the SR-4 zoning setbacks in the ER-1 zoning for the property located in the Estate Residential - 1 (ER-1) zoning district for the property located at 600 Campbell St.,

WHEREAS, The City Plan Commission held a Public Hearing thereon pursuant to proper notice given on May 6, 2021.

NOW, THEREFORE, BE IT RESOLVED, that the Zoning Administrator be, and is hereby authorized, to issue a Conditional Use Permit to Andrew Loughlin & Linda G. Learn Trust, 223 W. Main St. Barrington IL 60010 for a 2nd floor addition to the home and request to utilize the SR-4 zoning setbacks in the ER-1 zoning for the property located in the Estate Residential - 1 (ER-1) zoning district for the property located at 600 Campbell St.,

Tax Key Nos. ZBB00001.

to include all affirmative findings of fact and note staff recommendations.

Granted by action of the Common Council of the City of Lake Geneva this 24th day of May, 2021.

Council Action: ☐ **Adopted** ☐ **Failed** **Vote** _____

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

Charlene Klein, Mayor

Date

Attest:

Lana Kropf, City Clerk

Date

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: May 17, 2021

Agenda Item: 12

Applicant:

Andrew Laughlin & Linda G. Learn Trust, 223
W. Main St.
Barrington IL 60010

Request:

600 Campbell St.
Conditional Use Permit for an addition to the 2nd
floor of the Single Family Home in the
Estate Residential – 1 (ER-1)
Tax Key No. ZBB00001

Description:

The applicant is submitting for a Conditional Use Permit (CUP) request that will allow for the 2nd floor additions to home located at 600 Campbell St., in the Estate Residential -1 (ER-1) zoning district and utilize the Single Family – 4 (SR-4) zoning standards. Tax Key No. ZBB00001.

Project Details from CUP Submittal

The proposed project submittal meets or exceeds all requirements of the Zoning Ordinance, with a recommendation to approve as submitted to include the review documents from the City Engineering firm, Kapur and Associates.

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

Staff Recommendation on the proposed Conditional Use Permit:

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

APPLICATION FOR CONDITIONAL USE

City of Lake Geneva

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

600 Campbell St., Lake Geneva, WI 53147; Parcel No. ZBB 00001

Full legal description attached

Name and Address of Current Owner:

Andrew Loughlin & Linda G. Learn Trust; 223 W.MainSt.,

Barrington, IL 60010

Telephone No. with area code & Email of Current Owner: (847) 744-7777

Name and Address of Applicant:

Andrew Loughlin & Linda G. Learn Trust; 223 W.MainSt.,

Barrington, IL 60010

Telephone No. with area code & Email of Applicant: (847) 744-7777

Proposed Conditional Use: Apply SR-4 zoning in ER-1 Zoning District for

second floor addition Lot:33,977 sf (Req'd: 40,000sf); Landscape

Ratio: 65% (Req'd: 60%) Side Setback: 9', 6' (Req'd: 15' each)

Zoning District in which land is located: ER-1

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

Lowell custom Homes, 401 Geneva National Ave. S., Lake Geneva,

WI 53147; Todd Cauffman, Architect

Short statement describing activities to take place on site:

Tear down existing porch roof for deck above existing porch; Addition onto
the second floor master bedroom w/ elevator, new deck to cover the entire
existing porch, Create a new grill patio at grade.

Conditional Use Fee payable upon filing application: \$400.00 [or \$100.00 for Application Under Sec. 98-407(3)]

1-26-2020
Date


Signature of Applicant

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

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

I. RECORDATION OF ADMINISTRATIVE PROCEDURES

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

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

Follow-up pre-submittal staff meetings scheduled for:

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

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

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

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

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

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

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

II. APPLICATION SUBMITTAL PACKET REQUIREMENTS

Prior to submitting the 20 final complete applications as certified by the Zoning Administrator, the Applicant shall submit 5 initial draft application packets for staff review, followed by one revised draft final application packet based upon staff review and comments.

Initial Packet (5 Copies to Zoning Administrator)

Date: _____ *by:* _____

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

Date: _____ *by:* _____

↓

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

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

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

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

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

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

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

_____ All lot dimensions of the subject property provided;

_____ Graphic scale and north arrow provided.

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

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

III. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

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

The proposed structure conforms to SR-4 zoning under the Lake Geneva Zoning Ordinance, with Lot: 33,977 SF (Req'd: 9,000SF); Landscape Ratio: % (Req'd: 50%), Side setbacks: 9' and 6' (Req'd: 6' each)

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?

SR-4 Zoning already existing within the proposed goals. Therefore, the proposed structure conforms to SR-4 Zoning under the Lake Geneva Zoning Ordinance and goals.

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?

The proposed Structure to be built over an existing structure. No change in lot size, street or lakeside setbacks. No change to public property or rights-of-way.

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?

Lot size is currently non-conforming for ER-1 Zoning District. Lot: 33,977 SF (Req'd for ER-1: 40,000 SF). To remain within policies & standards of the city of Lake Geneva Comprehensive Plan. Proposed structure conforms to SR-4 Zoning Lot: 33,977 SF (Req'd for SR-4: 9,000 SF); Side setbacks: 9' and 6' (req'd for SR-4: 6' each). The lot and existing footprint would not change.

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, facilities, utilities and services provided by public agencies serving the subject property will remain unchanged. The subject property is a single-family residence building on top of an existing patio footprint.

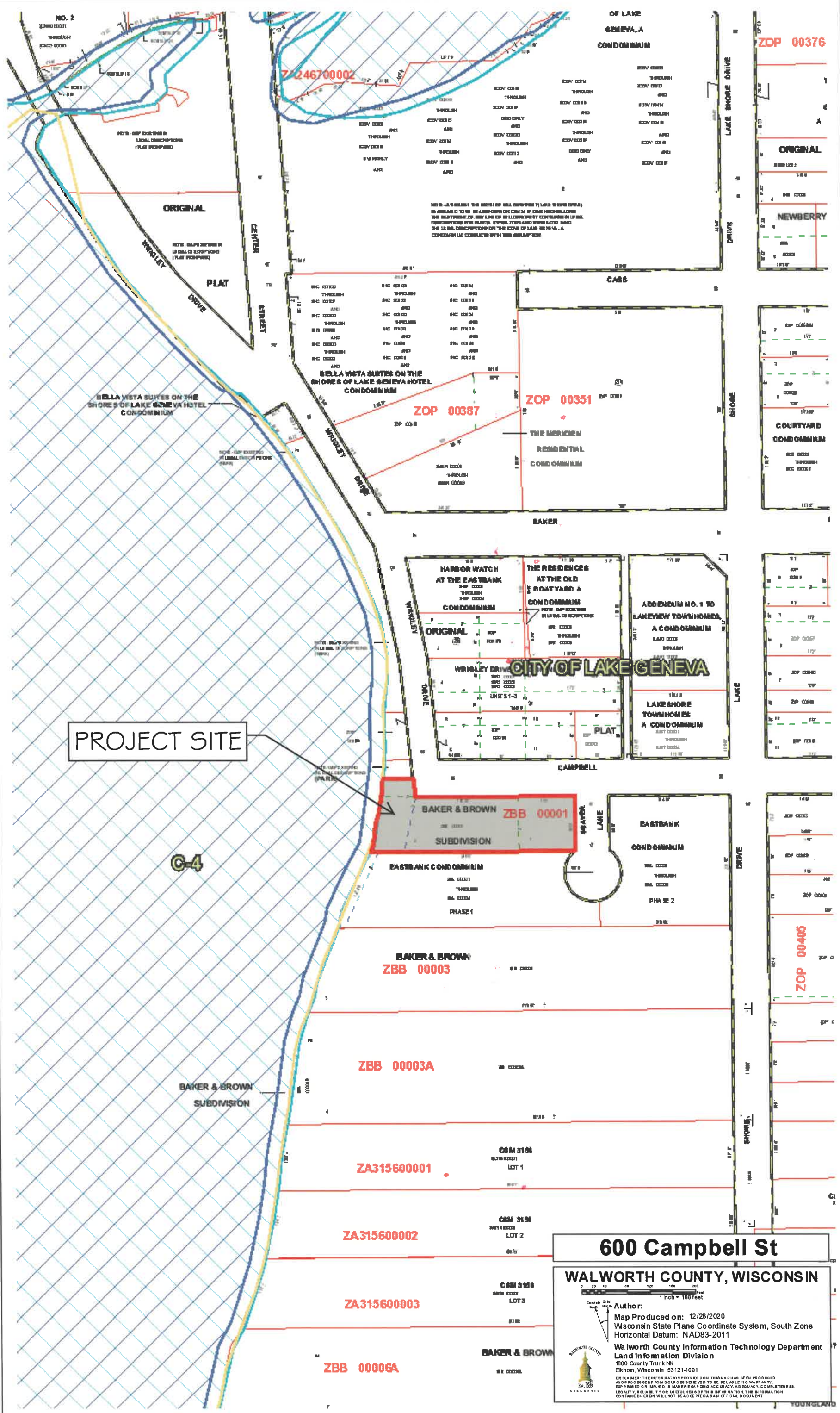
6. Do the potential public benefits of the proposed conditional use outweigh all potential adverse impacts of the proposed conditional use (as identified in Subsections 98-905(4)(b)1.-5.), after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate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

The proposed structure is an improvement on the current structure and thus improves the look of the neighborhood. There are no known adverse impacts of the proposed conditional use.

IV. FINAL APPLICATION PACKET INFORMATION

- ____ Receipt of 5 full scale copies in blueline or blackline of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____
- ____ Receipt of 20 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: _____





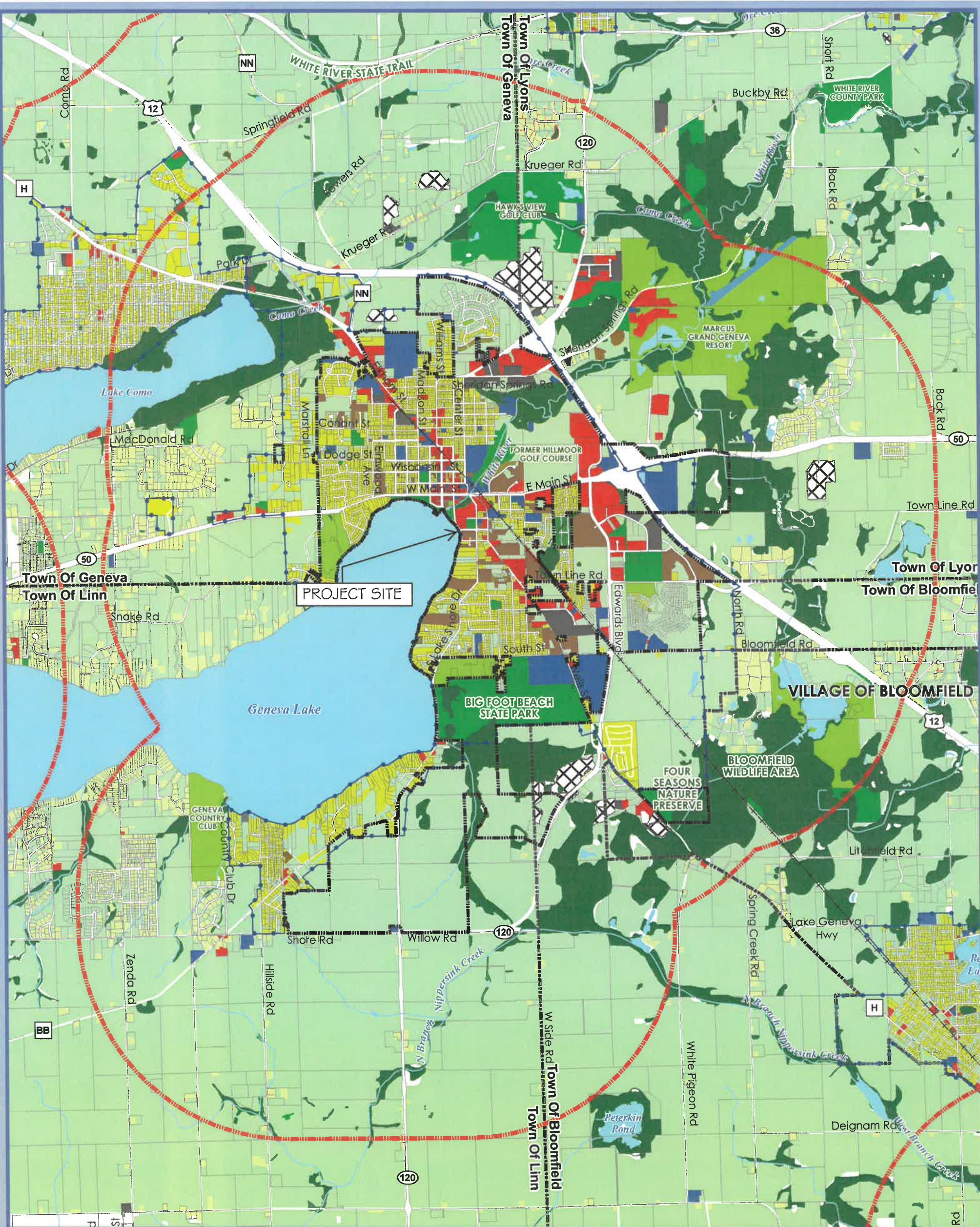
PROJECT SITE

C-4

600 Campbell St

WALWORTH COUNTY, WISCONSIN

Author:
Map Produced on: 12/28/2020
Wisconsin State Plane Coordinate System, South Zone
Horizontal Datum: NAD83-2011
Walworth County Information Technology Department
Land Information Division
1800 County Trunk NW
Elkhorn, Wisconsin 53121-1001
DISCLAIMER: THE INFORMATION PROVIDED ON THIS MAP HAS BEEN PRODUCED
AND PROVIDED BY THE WALWORTH COUNTY INFORMATION TECHNOLOGY DEPARTMENT
AND IS PROVIDED AS IS WITHOUT WARRANTY OF ANY KIND, INCLUDING BUT NOT LIMITED TO
THE ACCURACY, COMPLETENESS, OR RELIABILITY OF THE INFORMATION. THE INFORMATION
CONTAINED HEREIN WILL NOT BE ACCEPTED AS A BASIS FOR ANY DECISION.



Map 4: Existing Land Use - City of Lake Geneva Comprehensive Plan

City of Lake Geneva

Other Municipal Boundaries

Urban Service Area Boundary

Extraterritorial Jurisdiction Boundary

Parcels

Surface Water

Abandoned Railroads

Agricultural, Open Lands, & Vacant

Single Family Residential (Unsewered)

Single Family Residential (Sewered)

Two-Family/Townhouse Residential

Multi-Family Residential

Commercial

Government & Institutional

Airport

Private Recreation Facilities

Public Park & Recreation

Industrial

Extraction

Wetland

Right of Way

Date: January 8, 2020

Source: SEWRPC, Walworth County LIO, WisDNR, V&A

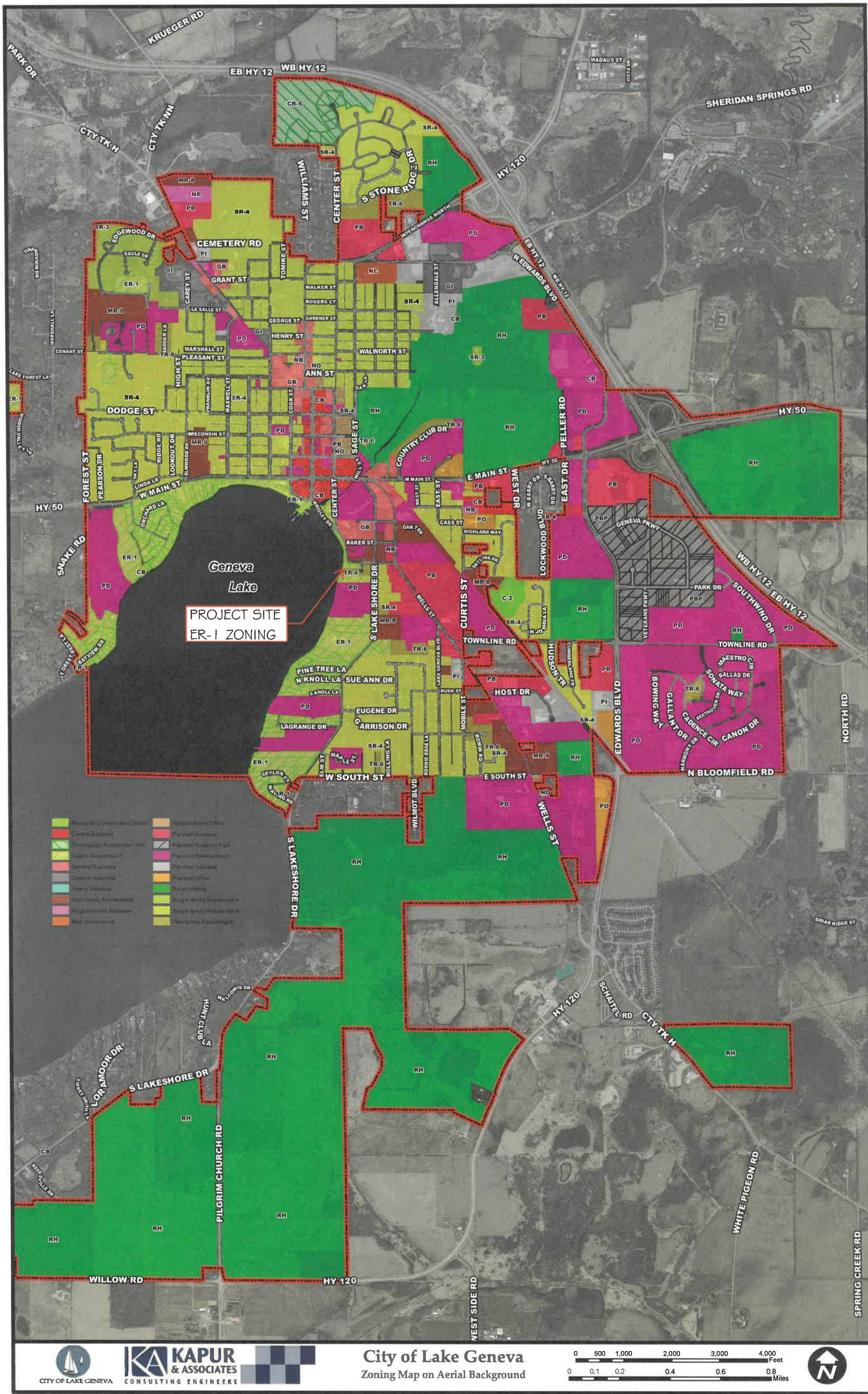
0

0.25

0.5

1

Miles



- LEGEND**
- FOUND IRON REBAR STAKE
 - FOUND CONCRETE COUNTY MONUMENT W/BRASS CAP
 - LOCATED H.P. GAS
 - △ 12" X 3/4" SOLID STEEL PIN SET
 - XXXXX RECORDED AS
 - Q.H.T.D. PROPOSED HYDRANT W/6" ALX. VALVE & BOX
 - PROPOSED 8" GATE VALVE & BOX
 - PROPOSED CURB VALVE
 - PROPOSED CLEAN OUT WITH FROST SLEEVE
 - PF. PROPOSED FIRST FLOOR ELEVATION
 - G.E. PROPOSED GARAGE ENTRY ELEVATION
 - W.C. PROPOSED WALK OUT ELEVATION
 - EXISTING CONTOURS
 - PROPOSED CONTOURS
 - ⊗ EXISTING TREE TO BE REMOVED
 - PROPOSED POST LIGHT

UTILITY NOTE:
THE CONTRACTOR SHALL NOTIFY THE LOCAL UTILITY NOTIFICATION LOCATING SERVICE (DIGERS HOTLINE) AT LEAST 48 HOURS BEFORE COMMENCING ANY DIGGING WORK IN AREAS WITH UNDERGROUND UTILITY FACILITIES SO THAT ALL NECESSARY ON-SITE STAKING OR MARKINGS CAN BE ACCOMPLISHED.

THE SITE PLAN CONTAINED IN THIS SET OF DRAWINGS SHALL BE CONSIDERED SCHEMATIC ONLY, AND WILL IN FACT BE USED TO COMMENCE THE ARCHITECTURAL APPROVAL AND SITE ENGINEERING PHASES OF THE WORK ONLY.

REFER TO THE SITE ENGINEERING DRAWING AS PREPARED FOR THE OWNER BY A LICENSED ENGINEER FOR MORE EXACT INFORMATION CONCERNING:

- PRECISE BUILDING LOCATION
- TOP OF FOUNDATION ELEVATIONS AND BENCHMARKS
- NORMAL AND HIGH WATER LEVELS
- FINISH GRADING AND CONTOURS
- EROSION CONTROL PROVISIONS
- SEWER AND WATER CONNECTIONS

THE SITE ENGINEERING DRAWING SHALL CONSTITUTE THE OFFICIAL SITE PLAN FOR THIS PROJECT IN THE EYES OF THE MUNICIPALITY HAVING JURISDICTION AND SHALL CONTROL ALL CONDITIONS LISTED ABOVE.

GENERAL NOTES:

- DO NOT SCALE PLANS.
- CONTRACTORS AND TRADES SHALL FIELD VERIFY ALL EXISTING DIMENSIONS AND CONDITIONS ON THE JOB AS THEY RELATE TO INFORMATION SHOWN ON THE DRAWINGS, AND SHALL IMMEDIATELY NOTIFY G.C. OF ANY ERRORS OR DISCREPANCIES BEFORE PROCEEDING WITH THE WORK OR SHALL BE RESPONSIBLE FOR SAME.
- ALL WORK PERFORMED SHALL COMPLY WITH ALL APPLICABLE LOCAL AND STATE BUILDING CODES AND ORDINANCES AND REGULATIONS.
- EXTERIOR DIMENSIONS SHOWN ON PLANS ARE REFERENCED TO THE EXTERIOR FACE OF FOUNDATIONS, EXTERIOR FACE OF MASONRY, AND EXTERIOR FACE OF STUDS AT THE FRAME WALLS. NOTE THAT WALL SHEATHING AT FRAME WALLS WILL EXTEND BEYOND THE EXTERIOR FACE OF FOUNDATION. REFER TO WALL SECTIONS.

THE PROJECT IS BEING BUILT WITHIN AN ESTABLISHED NEIGHBORHOOD, WITH NEIGHBORS LIVING ON ONE OR MORE ADJACENT SIDES. AS SUCH THE FOLLOWING REQUIREMENTS MUST BE ADHERED TO BY THE GENERAL CONTRACTOR AND ALL SUB-CONTRACTORS.

- NO DRIVING THROUGH ROADWAY DITCH ALLOWED.
- NO PARKING OR STORAGE OF MATERIALS ON NEIGHBORS PROPERTY
- NO ON-STREET PARKING IN FRONT OF NEIGHBORS HOMES ALLOWED
- JOB SITE MUST BE KEPT CLEAN
- ALL TRASH AND DEBRIS MUST BE CONTAINED IN DUMPSTERS
- NO USE OF NEIGHBORS WATER OR ELECTRICITY ALLOWED

SITE PLAN INFORMATION:
THE SITE PLAN REPRESENTS A COMBINATION OF INFORMATION WITH ALL SITE RELATED INFORMATION COMING FROM THE SITE AND GRADING PLAN PREPARED BY FARRIS, HANSEN AND ASSOCIATES, INC. AND DATED 04-15-21, WITH ALL THESE RELATED INFORMATION BEING SUPERIMPOSED UPON IT BY LOWELL MANAGEMENT.

COMPARE ALL SURVEY POINTS WITH ONE ANOTHER BEFORE CONSTRUCTION AND REPORT ANY DISCREPANCIES IMMEDIATELY.

DISTANCES SHOWN HEREON ARE IN FEET AND DECIMAL PARTS THEREOF, AND NO DISTANCES OR ANGLES SHOWN HEREON MAY BE ASSUMED BY SCALING.

INFORMATION CONTAINED HEREIN HAS BEEN OBTAINED FROM THE OWNER OF THE PROPERTY OR FROM OTHER SOURCES THAT WE DEEM RELIABLE. WE HAVE NO REASON TO DOUBT ITS ACCURACY, BUT WE DO NO GUARANTEE IT.

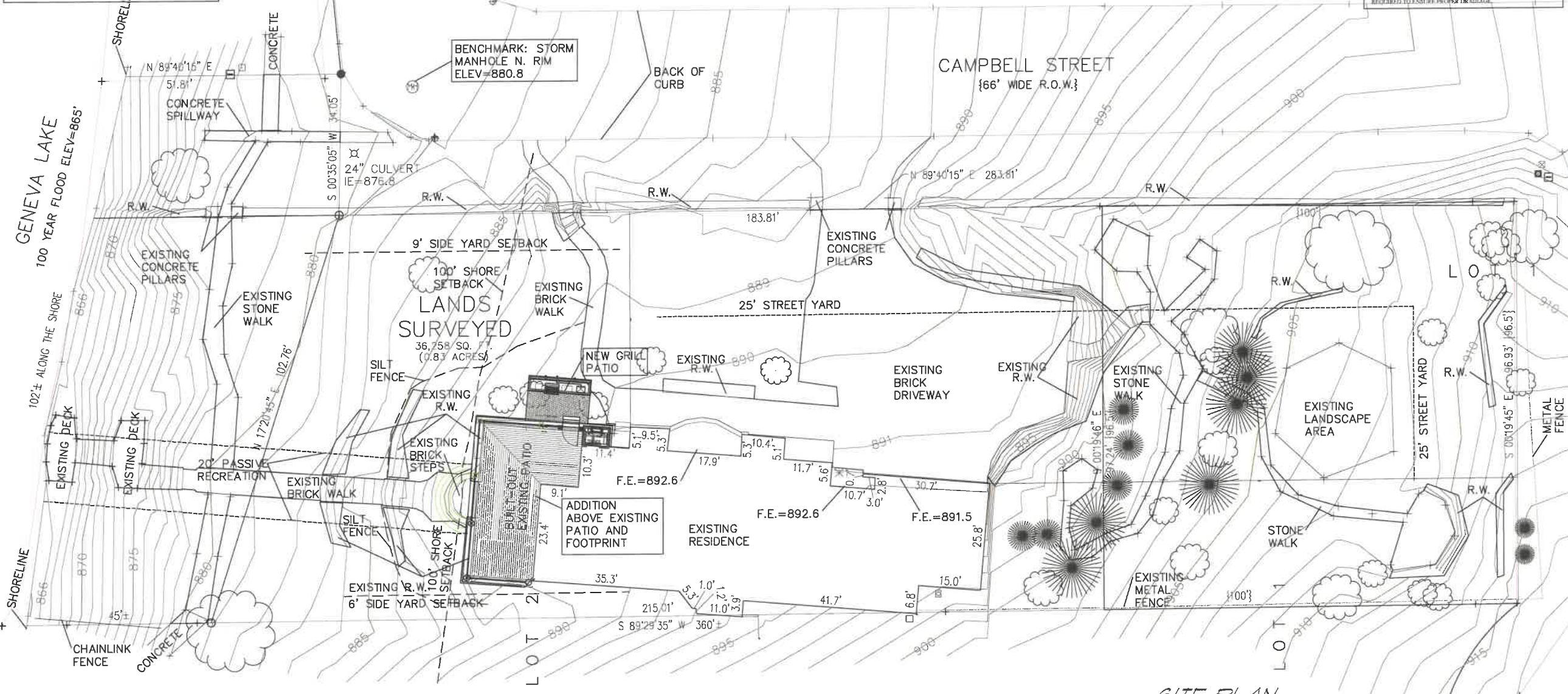
SITE NOTES:

- ALL TREES AND SHRUBBERY OUTSIDE OF 10' (TEN) PERMETER OF THE BUILDING STRUCTURE SHALL REMAIN AND SHALL BE PROTECTED FROM DAMAGE AT ALL TIMES, UNLESS OTHERWISE DIRECTED. WITHIN THE CROWN LINE OF ANY TREES TO REMAIN, DO NOT STORE ANY MATERIALS, STOCKPILE SOIL, PARK OR DRIVE VEHICLES OR EQUIPMENT, CHANGE EXISTING GRADE, WATER LEVEL OR DRAINAGE PATTERNS, UNLESS SPECIFICALLY PERMITTED TO DO SO BY LOWELL MANAGEMENT. DAMAGED TREES SHALL BE REPLACED BY NEGLIGENT PARTY WITH STOCK OF EQUAL SIZE OR VALUE.
- PROVIDE POSITIVE DRAINAGE AWAY FROM STRUCTURE IN ALL DIRECTIONS. VERIFY GRADES AND RELATIVE FLOOR LEVELS IN FIELD PRIOR TO EXCAVATION AND MAKE ADJUSTMENTS AS NECESSARY TO AVOID OR PREVENT THE DAMAGE.

LOWELL MANAGEMENT, INC.
CUSTOM HOMES - ARCHITECTURAL SERVICES - LAND DEVELOPMENT
P.O. BOX 926 LAKE GENEVA, WI 53147
PH - (262) 245-9030 FAX - (262) 245-0866
WWW.LOWELLMANAGEMENT.COM

LOWELL
—CUSTOM HOMES—

the LOUGHLIN RESIDENCE
600 CAMPBELL ST
LAKE GENEVA, WI 53147



SHEET INDEX

NO.	DESCRIPTION
S-1	BUILDING SITE, NOTES & LEGENDS
A-1	DEMOLITION FIRST FLOOR PLAN AND NOTES
A-2	DEMOLITION SECOND FLOOR PLAN AND NOTES
A-3	FOUNDATION FLOOR PLAN, NOTES AND LEGENDS
A-4	FIRST FLOOR PLAN AND NOTES
A-5	SECOND FLOOR PLAN AND NOTES
A-6	ROOF PLAN AND FRAMING PLAN AND NOTES
A-7	EXISTING ELEVATIONS
A-8	PROPOSED ELEVATIONS
ME-1	FIRST FLOOR ELECTRICAL PLAN, ELEC. AND PLUMBING NOTES AND LEGENDS
ME-2	SECOND FLOOR ELECTRICAL PLAN

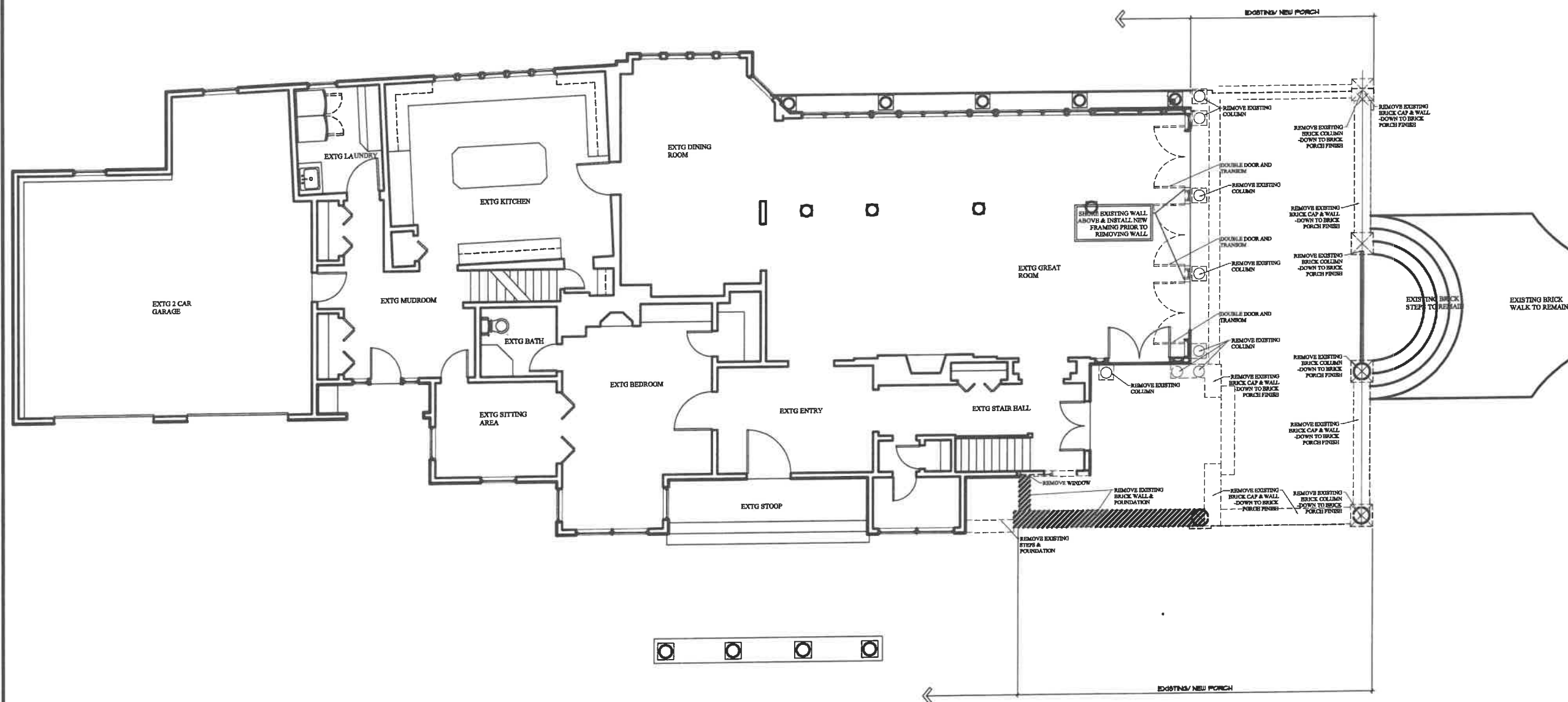
SITE PLAN
SCALE: 1" = 10'-0"
EROSION CONTROL PLAN



PROPOSED

LOWELL MANAGEMENT SERVICES, INC.
OWNERSHIP OF DOCUMENTS
THIS DOCUMENT, AND THE IDEAS AND DESIGNS INCORPORATED HEREIN, ARE THE PROPERTY OF LOWELL MANAGEMENT SERVICES, INC. AND MAY NOT BE USED IN WHOLE OR IN PART, FOR ANY PURPOSE OTHER THAN THE DESIGN AND CONSTRUCTION OF A STRUCTURE(S) BY LOWELL MANAGEMENT SERVICES, INC. THE EXPRESS WRITTEN AUTHORIZATION OF LOWELL MANAGEMENT SERVICES, INC. IS REQUIRED FOR ANY OTHER USE.
(If this note is not RED this is an unauthorized reproduction)

PROJECT NUMBER	0000
DATE	03-05-2021
S-1	



DEMOLITION
FIRST FLOOR PLAN

SCALE: 1/4" = 1'-0" 3255 64 FT. FINISHED

SQUARE FOOTAGE TABULATION	
FIRST FLOOR:	2,876 SF
SECOND FLOOR:	2,836 SF
ADDITION (2ND):	446 SF
TOTAL:	6,158 SF

EXISTING/ DEMO

LOWELL MANAGEMENT SERVICES, INC.

OWNERSHIP OF DOCUMENTS

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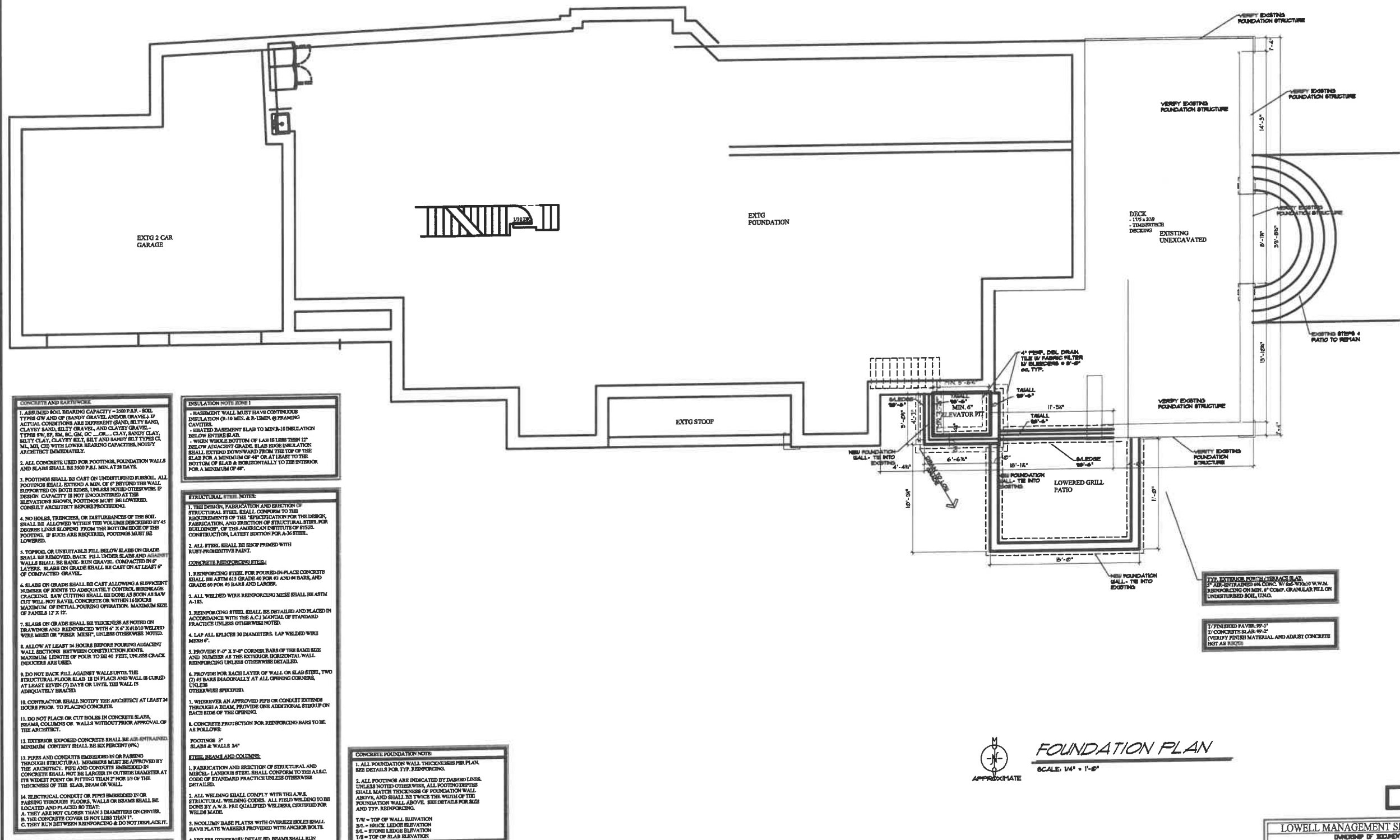
(If this page is not RED this is an unauthorized reproduction)

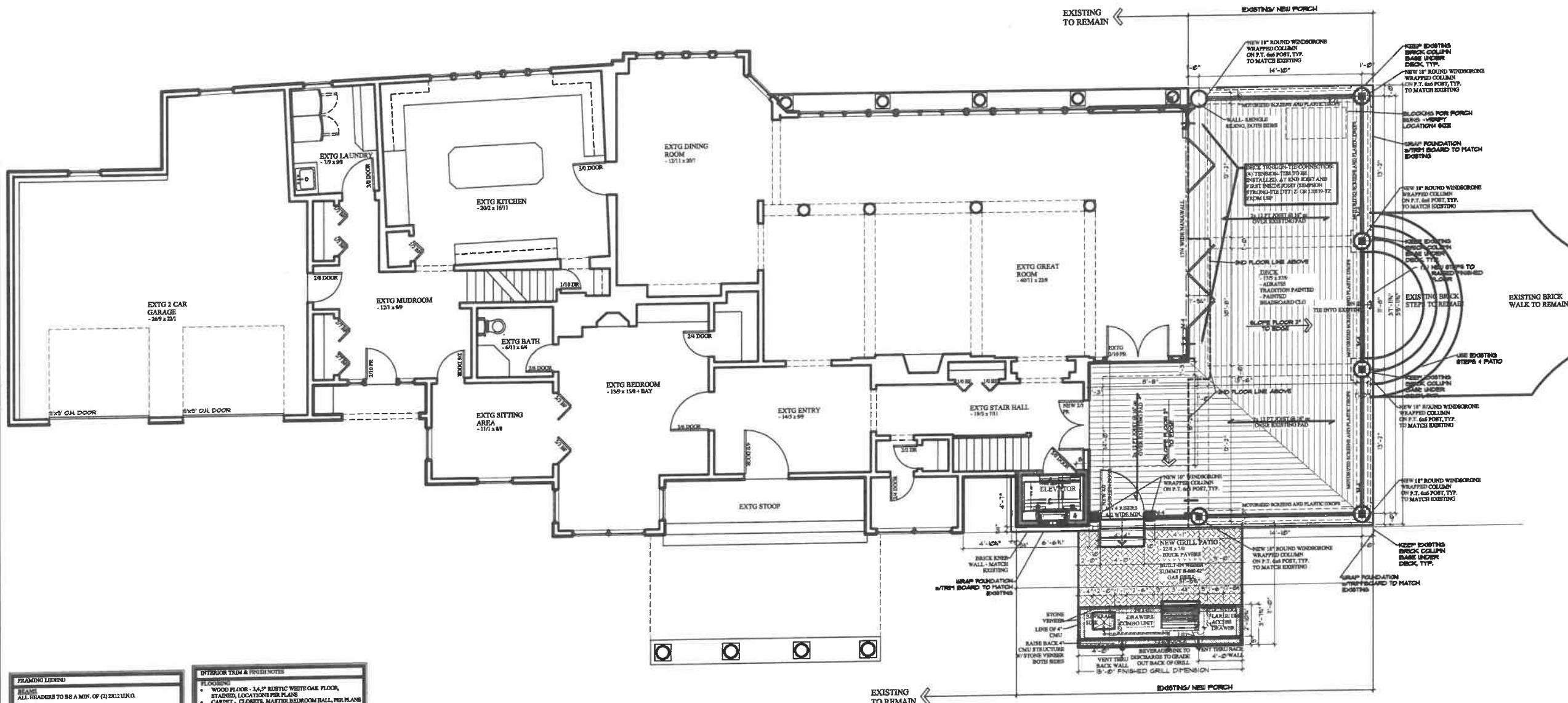
600 CAMPBELL ST
LAKE GENEVA, WI 53147



EXISTING/ DEMO

A-2





FRAMING LEGEND

ALL HEADERS TO BE A MIN. OF (2) 2X12 UNLS.

3-1	2-2x8
3-2	2-2x8
3-3	2-2x8
3-4	2-2x12 W/ 1/2" PLYWOOD FLITCH PLATE
3-5	2-2x12
3-6	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-7	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-8	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-9	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-10	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-11	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-12	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-13	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-14	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-15	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-16	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-17	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-18	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-19	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-20	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-21	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-22	2-2x12 W/ 1/2" STEEL PLITCH PLATE
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3-26	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-27	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-28	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-29	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-30	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-31	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-32	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-33	2-2x12 W/ 1/2" STEEL PLITCH PLATE
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3-45	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-46	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-47	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-48	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-49	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-50	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-51	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-52	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-53	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-54	2-2x12 W/ 1/2" STEEL PLITCH PLATE
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3-61	2-2x12 W/ 1/2" STEEL PLITCH PLATE
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3-64	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-65	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-66	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-67	2-2x12 W/ 1/2" STEEL PLITCH PLATE
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3-71	2-2x12 W/ 1/2" STEEL PLITCH PLATE
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3-74	2-2x12 W/ 1/2" STEEL PLITCH PLATE
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3-87	2-2x12 W/ 1/2" STEEL PLITCH PLATE
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3-91	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-92	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-93	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-94	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-95	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-96	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-97	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-98	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-99	2-2x12 W/ 1/2" STEEL PLITCH PLATE
3-100	2-2x12 W/ 1/2" STEEL PLITCH PLATE

INTERIOR TRIM & FINISHES

FLOORING

- WOOD FLOOR - 5/8" RUSTIC WHITE OAK FLOOR, STANDING LOCATIONS PER PLAN
- CARPET - CLOSET, MASTER BEDROOM HALL, PER PLAN
- CERAMIC TILE FLOOR IN MASTER BATH LOCATIONS PER PLAN

TRIM

- 7 1/4" BASE MAIN FLOOR, 5 1/4" BASE LOWER LEVEL, PAINTED TO MATCH EXISTING
- 4 1/2" CASING & DOOR TRIM, PAINTED, BELL & COVE BEADER FOR WINDOWS
- PAINTED CROWN, COVE LIGHTING, LOCATIONS PER PLAN

CHIMNEYS, BEAMS & MILLWORK

- BACK PORCH - STAINED 1 1/2" x 6" O.D. CHIMNEY
- BEAM ALONG ROOF VALLEY IN MASTER BEDROOM, TO MATCH EXISTING

WALL AND CEILING FINISHES

1. ALL INTERIOR WALL TO RECEIVE 1/2" STANDARD GYPSUM BOARD EACH SIDE, UNLS.

2. PROVIDE AND INSTALL MOISTURE RESISTANT GYPSUM BOARD AT ALL BATHROOM AND KITCHEN WALLS.

3. PROVIDE AND INSTALL "DRILOCK" OR EQUAL PORTLAND CEMENT BOARD AT ALL SHOWER WALLS AND TUB DECK TO RECEIVE TILE.

4. PROVIDE AND INSTALL 5/8" THICKNESS GYPSUM BOARD AT ALL CEILING AND WHERE INDICATED ON PLANS. PROVIDE AND INSTALL 5/8" TYPE "X" FIRE RATED GYPSUM BOARD AT ALL COMMON ROOMS/GARAGE WALLS AND CEILING.

BCI FRAMING NOTES

1. ALL WOOD JOISTS SHALL BE OF SIZE AND SERIES NOTED ON PLANS, AND SHALL BE MANUFACTURED BY "GEORGIA-PACIFIC" OR "TWIN-JOIST" SHALL BE ACCEPTABLE.

2. MANUFACTURER OF JOISTS SHALL VERIFY ADEQUACY OF ALL FRAMING MEMBERS FOR SPANS AND LOAD CONDITIONS SHOWN. REFER TO TYPICAL WOOD FRAMING NOTES FOR DESIGN LOADS, DECREASE SPACING WHERE REQUIRED FOR SPANS OR SPECIAL LOADING CONDITIONS.

3. BCI FLOOR JOISTS MAY BE IN CONTINUOUS LENGTHS OVER BEAMS AT CONTRACTOR'S OPTION, IN LIEU OF SIMPLE SPANS SHOWN.

4. ALL FRAMING DETAILS AND METHODS SHALL BE DESIGNED IN STRICT CONFORMANCE WITH JOIST MANUFACTURER'S AND APPLICABLE CODES.

5. ALL FLOOR JOISTS SHALL BE DESIGNED FOR LIVE DEFLECTION OF MAXIMUM OF L/360, UNLS.

MECHANICAL NOTES

1. ALL MECHANICAL EQUIPMENT, UTILITIES AND VENT LOCATIONS SHOWN ON PLANS ARE APPROXIMATE LOCATIONS FOR PLANNING AND PRICING. ACTUAL LOCATION BASED ON FIELD CONDITIONS & CODE REQ. SPACE STANDARDS.

PLUMBING NOTE - RADON REGENERATOR

PROVIDE RADON REGENERATOR SYSTEM FROM BELLOW CONCRETE SLAB TO VENT THROUGH ROOF.

MECHANICAL NOTE

1. ALL MECHANICAL EQUIPMENT, UTILITIES AND VENT LOCATIONS SHOWN ON PLANS ARE APPROXIMATE LOCATIONS FOR PLANNING AND PRICING. ACTUAL LOCATION BASED ON FIELD CONDITIONS & CODE REQ. SPACE STANDARDS.

TYPICAL PLAN NOTE

- SEE SHEET S1 FOR GENERAL PLAN NOTES
- SEE SHEET M2-1 FOR ELECTRICAL LEGEND, ELECTRICAL SCHEDULE AND NOTES
- SEE SHEET A2 FOR FRAMING NOTES & DETAILS
- TYPICAL INTERIOR PARTITION - 2x4 STUDS W/ 1/2" GYP RD BACH SIDE EXCEPT AT NEW BATHROOM WALLS WHERE WATER RESISTANT GYP RD IS TO BE USED. OTHER STUD WALLS AS DIMENSIONED.
- TYPICAL EXTERIOR PARTITION - 2x6 STUDS W/ 1/2" GYP RD INTERIOR SIDE W/ 1/4" STAPLER PER DETAIL & EXTERIOR FINISH PER ELEVATIONS & DETAILS
- ALL DIMENSIONS ARE TO EXTERIOR FACE OF MASONRY, SUBMITTING, OR CONC FINISH WALL, UNLS.
- PROVIDE SOUND BATT INSULATION AT ALL FLOORS, WALLS AND CEILING OF LIVING SPACES.

PLUMBING NOTES

- PLUMBING FIXTURES TO BE BRASSED NICKEL - MATCH EXISTING
- HIGH LEVEL KINKLER (TYPICAL) - MATCH EXISTING
- BRASSED NICKEL HARDWARES - MATCH EXISTING
- (C) KORTER UNDERMOUNT VANTY BRK - WHITE
- BRASSED NICKEL FIXTURES - MATCH EXISTING
- TOILET - TOTO, WHITE - MATCH EXISTING

BOUND INSULATION NOTE: (IN FINISHED AREA)

- INSTALL R13 CHANGELA 1/2" CORE BOUND BOARD ON ALL CEILING BELOW FINISHED SPACE. INSTALL SOUND BATT INSULATION IN ALL EXTERIOR & INTERIOR WALLS & JOIST SPACE STANDARDS.

MECHANICAL NOTE

1. ALL MECHANICAL EQUIPMENT, UTILITIES AND VENT LOCATIONS SHOWN ON PLANS ARE APPROXIMATE LOCATIONS FOR PLANNING AND PRICING. ACTUAL LOCATION BASED ON FIELD CONDITIONS & CODE REQ. SPACE STANDARDS.



FIRST FLOOR PLAN
SCALE: 1/4" = 1'-0"
3255 SQ. FT. FINISHED

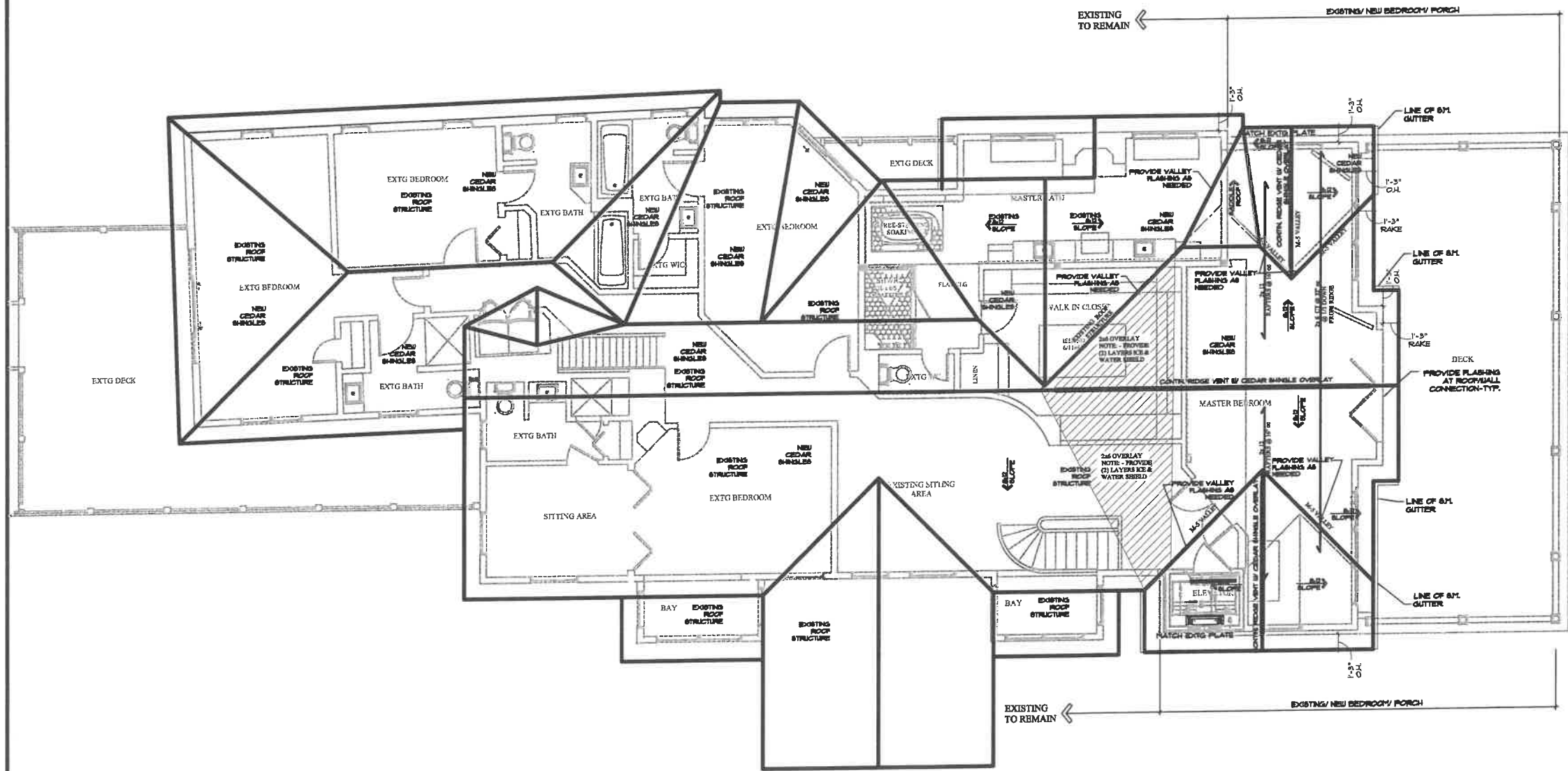
SQUARE FOOTAGE TABULATION

FIRST FLOOR:	2,876 SF
SECOND FLOOR:	2,836 SF
ADDITION (2ND):	446 SF
TOTAL:	6,158 SF

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DATE
03-05-2021



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

- ROOF NOTES:**
1. ALL MAIN ROOF PITCHES AND DORMERS ARE 4:12 AND 12:12 UNLESS NOTED OTHERWISE. REFER TO PLANS.
 2. ROOF OVERLAYS PER PLANS.
 3. ALL ROOFS TO HAVE ASPHALT/FLUTE ROOF, TYPICAL. METAL ROOF AS NOTED.
 4. ARROWS INDICATE DOWNWARD SLOPE, TYPICAL.
 5. DASHED LINES INDICATE EXISTING WALL LINES BELOW, TYP.
 6. SEE SHEET A2 FOR FRAMING NOTES AND LEGEND.
 7. ROOF FRAMING AS SHOWN ON PLANS. IF ROOF TRUSSES ARE USED ROOF STRUCTURAL DESIGN AND ENGINEERING BY ROOF TRUSS SUPPLIER TO INCLUDE ROOF TRUSSES & NECESSARY BEAMS, LATHES & COLUMNS TO SUPPORT RAFTERS.

- ICE & WATER SHIELD**
1. PROVIDE FULL ROOF COVERAGE "TITANUM" ICE & WATER SHIELD.
 2. RUN ICE & WATER SHIELD TO 4 MIN. VERTICAL AT ROOF/WALL CONNECTIONS.
 3. FOLD BACK TYPYK & INSTALL ICE & WATER SHIELD DIRECTLY TO BREASTING. LAY TYPYK BACK DOWN OVER ICE & WATER SHIELD.
 4. 2 LAYERS ICE & WATER SHIELD @ ALL SADDLES, ROOF SLOPE CHANGES INTERSECTIONS AND ALL POTENTIAL ICE DAM AREAS.
 5. ICE & WATER SHIELD TO REMAIN DRAINED OVER THE FINISHED PARCEL AS NOTED.
 6. GUTTER APPLICABLE TO BE INSTALLED OVER ICE & WATER SHIELD NOT OUTBACK.
 7. FULL BURST "TITANUM" ICE & WATER SHIELD ON CHIMNEY.

- ATTIC VENTILATION NOTE**
1. RIDGE VENT - CONTINUOUS ROLL VENT MATERIAL (18 SQ. IN. PER LINEAL FOOT MIN. FREE VENTILATING AREA) TO BE COVERED WITH ROOFING MATERIALS AS SPECIFIED.
 2. GABLE - 2" WIDE CONTINUOUS SCREENED STRIP VENT (9 SQ. IN. PER LINEAL FOOT) ALL AROUND.

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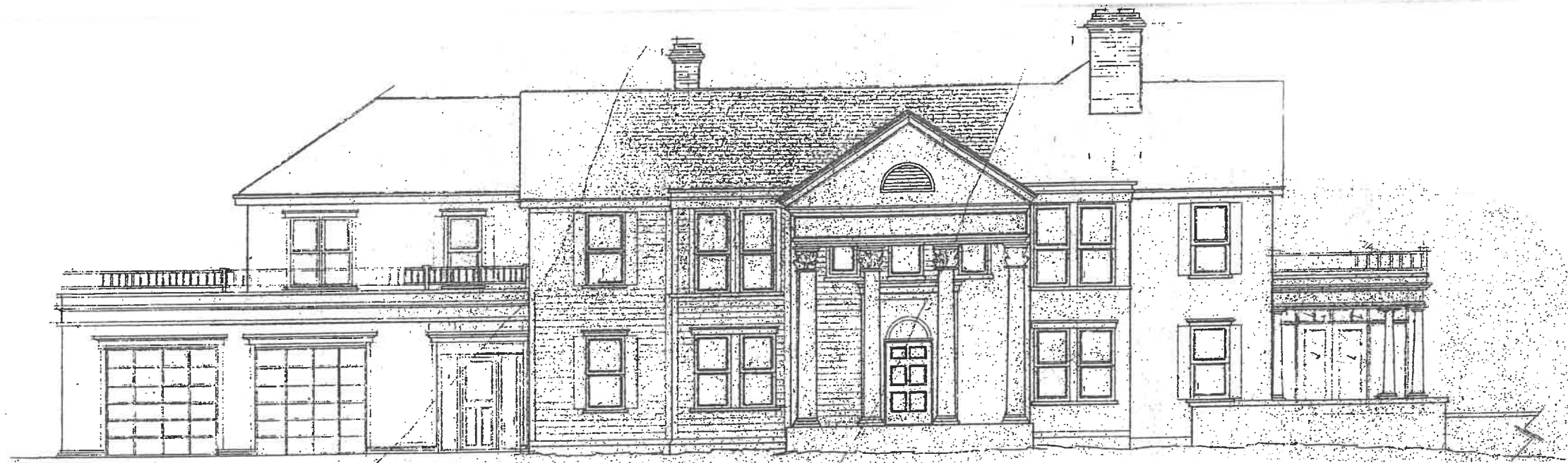


the LOUGHLIN RESIDENCE
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LAKE GENEVA, WI 53147

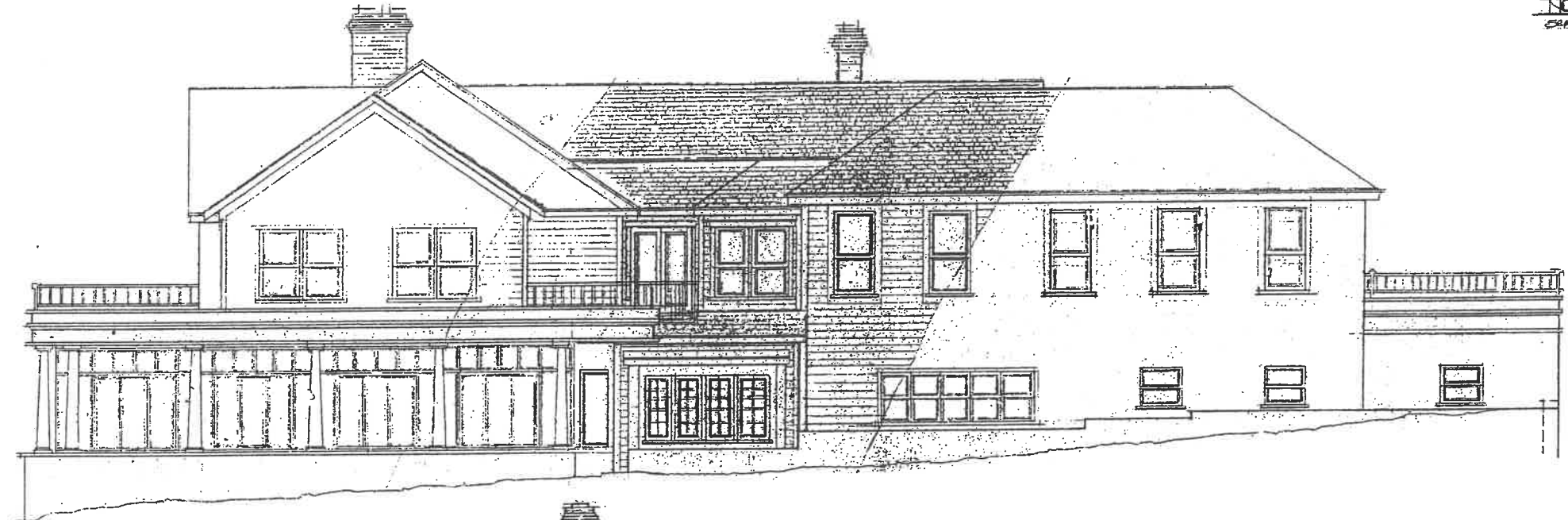
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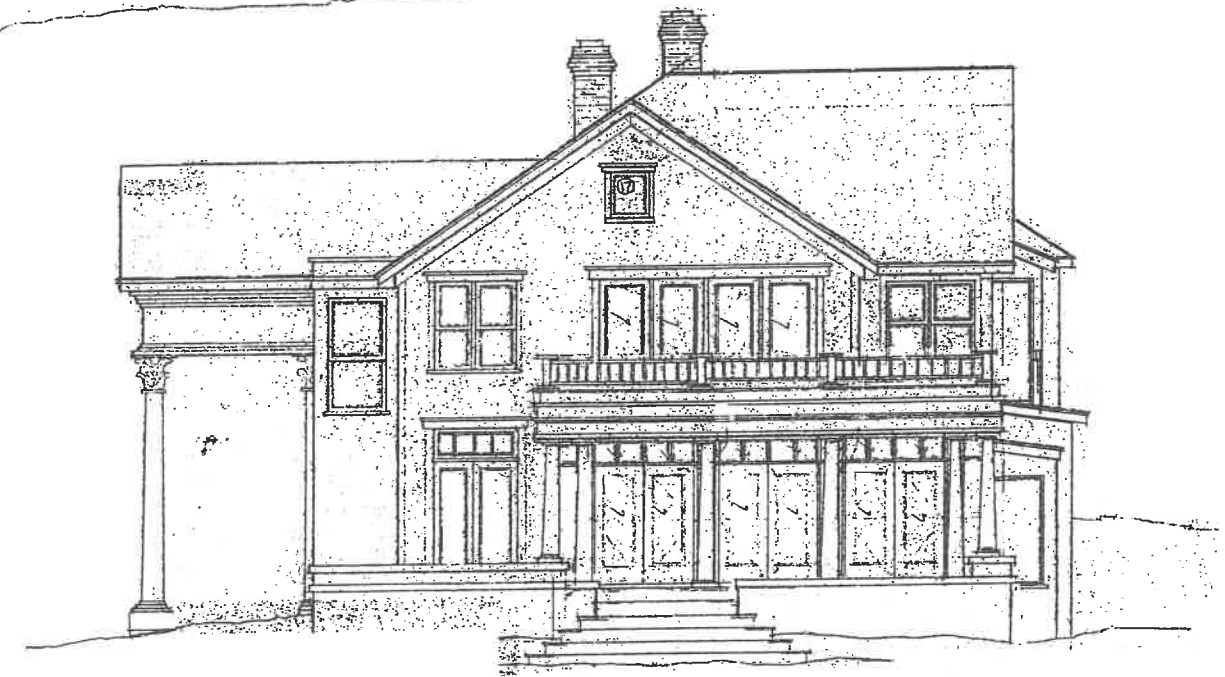
PROJECT NUMBER
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DATE
03-05-2021
A-6



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



EXISTING
SOUTH ELEVATION
SCALE 1/4" = 1'-0"



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

EXISTING

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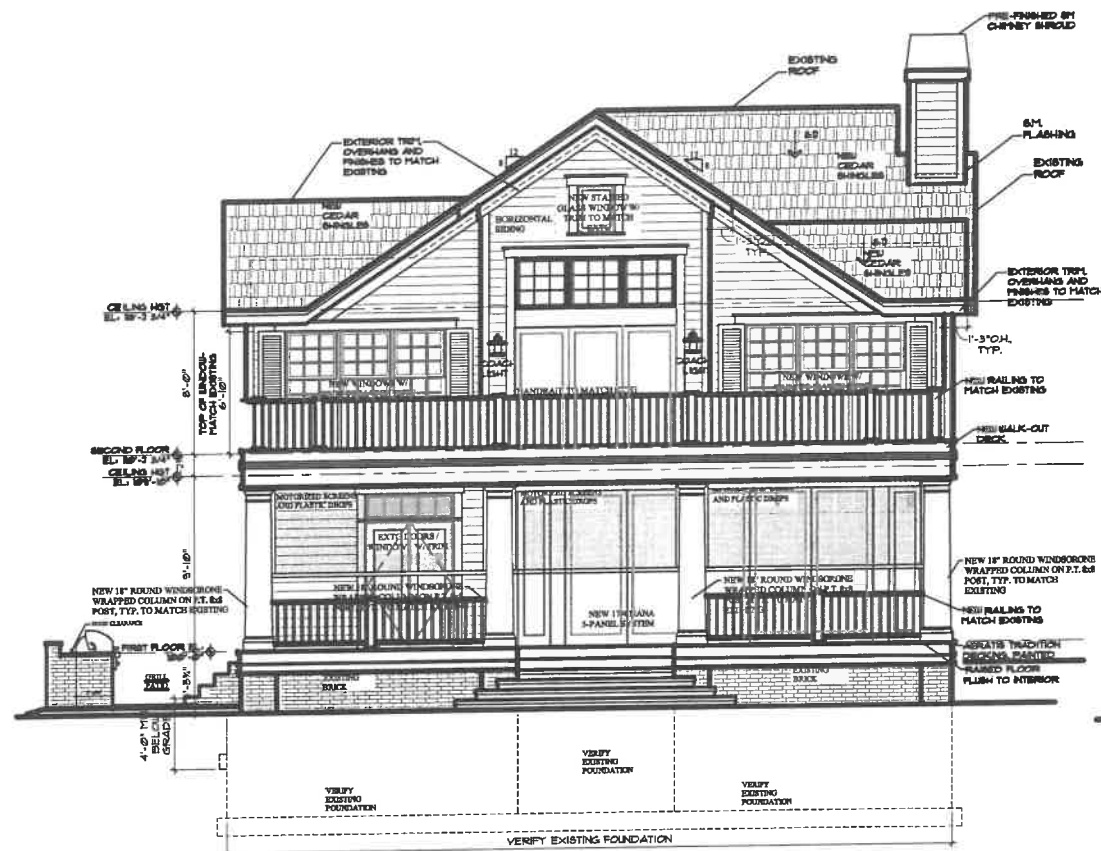
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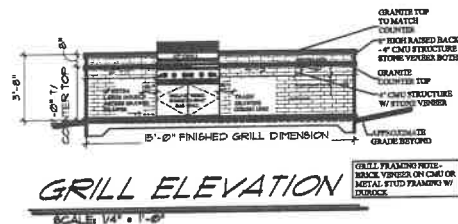
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A-7



LAKE ELEVATION

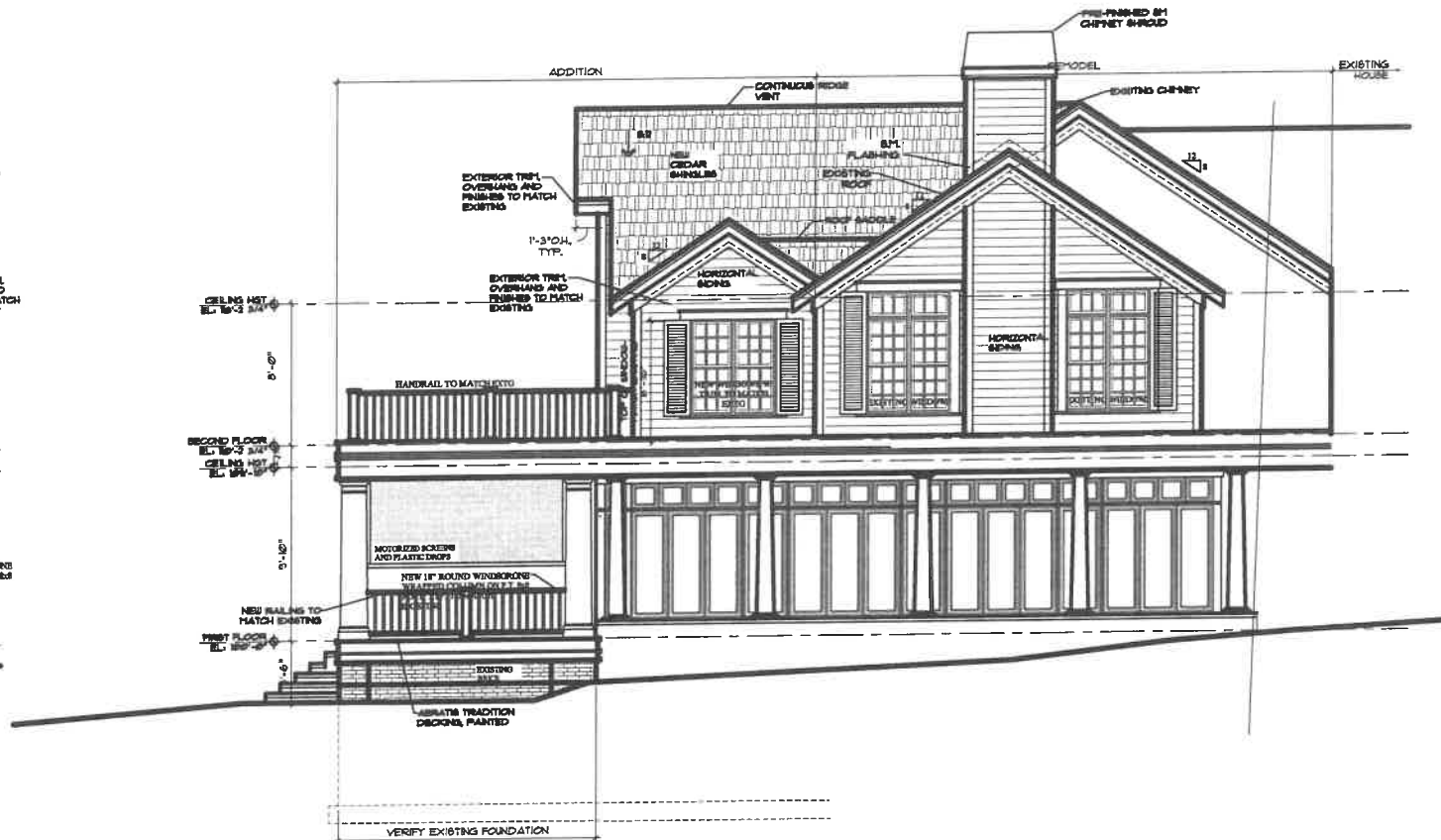
SCALE: 1/4" = 1'-0"



GRILL ELEVATION

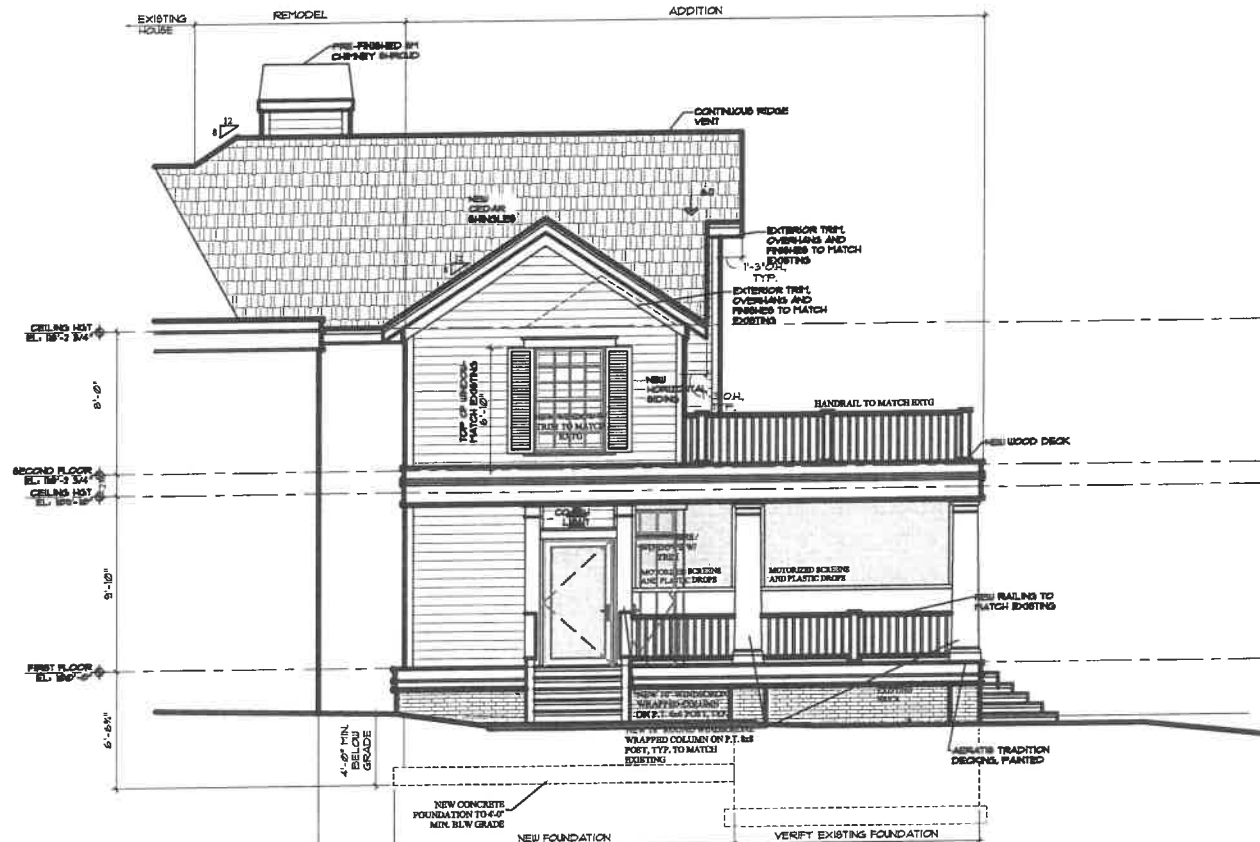
SCALE: 1/4" = 1'-0"

- EXTERIOR MASONRY AND PORCHES**
- EXTERIOR STONE - CUMBERLAND (BLIND COLLECTION) - PORCH CUMBERLAND (BLIND COLLECTION) NO RUST 4" LINGSTONE CAP AND SILL EXTERIOR STONE, NEW GRILL PORCH
- PORCH AND WALKS**
- UNLOCK - BRITTON VALLEY, COPPER RIDGE PORCH & NEW GRILL PORCH
- EXTERIOR FINISH NOTES**
- WINDOWS & DOORS @ REGR**
- WINDOW CASES JAMBS & SILL: 2 1/2" WINDOW ONE TRIM WINDOW SILL AND 1" COVE ROCKER TO MATCH EXISTING
- REGR: HORIZONTAL SIDING - 1" SMARTER SIDING 1" SIDING TO MATCH EXISTING
- STONE VENEER PORCH & ADDITION, RELEVATION
- TRIM 1 1/4" WINDOW ONE FLUTE TRIM @ GARAGE 1 1/4" WINDOW ONE FLUTE BOARD @ TOP OF WALL UNDER ROOF, 2 1/2" WINDOW ONE CORNER TRIM 1 1/4" WINDOW ONE FLUTE 1" FLUTE ROOF W/ CORNER VENT - TO MATCH EXISTING OVERSAND AND TRIM
- STAINED 1 1/2" T&G WOOD CEILING @ BACK PORCH
- 1 1/2" ROUND WINDOW ONE WOOD WRAPPED POST @ PORCH TO MATCH EXISTING 1 1/2" W/ WINDOW ONE WRAPPED COLUMN @ NEW PORCH ENTRY
- ROOF: CEDAR SHINGLES TO MATCH EXISTING
- EXTERIOR WINDOW & DOOR NOTES**
1. ALL WINDOWS SHALL BE MAINTAIN EXISTING SILLING EXISTING WINDOWS TO BE WITH PORCH LAM EXTERIOR AND PAINTED INTERIOR, 1" LOW 3" PROTRUDING GLASS, ARBOR FILLED, SHALL BE IN TOP LANE ONE 1" PER PLAN STANDARD HANDRAILS & POSTS TO BE SELECTED BY OWNER, UNLESS OTHERWISE NOTED, TO MATCH EXISTING
- ROCKERS TO BE PAINTED BLACK, 1" COVE ROCKER, COATED METAL, PROTRUDING GLASS BY PAINTED ALUMINUM FRAME, STAINED COLOR TO BE SELECTED
2. ALL GLAZING IN WINDOWS AND DOOR UNITS SHALL COMPLY WITH CPSC #16 CPSC 1501 "SAFETY STANDARD FOR ARCHITECTURAL GLAZING MATERIAL, AND OTHER CODES AS APPLICABLE. PROVIDE TEMPERED GLASS WHERE SO REQUIRED.
- WINDOW FRAMING NOTES**
- TOP OF WINDOW S.O. TO MATCH TOP OF EXTERIOR FRENCH DOOR S.O.
- 6'-10" x 4'-0" x 4'-0"
- VERIFY W/ DOOR & WINDOW MANUFACTURER



SIDE YARD ELEVATION

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



FRONT ELEVATION

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

PROPOSED PLAN

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ARCHITECT OF RECORD

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PROJECT NUMBER
0000
DATE
03-05-2021
A-8

RESOLUTION OF THE COMMON COUNCIL			
Resolution authorizing the issuance of a “Limited” Conditional Use Permit (CUP) filed by Tom Keefe / Samantha Strenger 751 Geneva Pkwy / 615 Center St. Lake Geneva for a request to utilize the building located at 725 W. Main St. as a Commercial Indoor Lodging land use in the Central Business (CB) zoning district. Tax Key No. ZOP00276			
Committee:	Plan Commission approved May 17, 2021		
Fiscal Impact:	N/A		
File Number:	21-R39	Date:	May 24, 2021

WHEREAS, the City Plan Commission has considered the application of, Tom Keefe / Samantha Strenger 751 Geneva Pkwy / 615 Center St. Lake Geneva. for a request to utilize the property located at 725W. Main St. as a Commercial Indoor Lodging land use in the Central Business (CB) zoning district.

WHEREAS, The City Plan Commission held a Public Hearing thereon pursuant to proper notice given on May 6, 2021.

NOW, THEREFORE, BE IT RESOLVED, that the Zoning Administrator be, and is hereby authorized, to issue a Limited Conditional Use Permit to Tom Keefe / Samantha Strenger 751 Geneva Pkwy / 615 Center St. Lake Geneva. for a request to utilize the property located at 725 W. Main St. as a Commercial Indoor Lodging land use in the Central Business (CB) zoning district,

Tax Key No. ZOP000276

to include all affirmative findings of fact and note staff recommendations.

Granted by action of the Common Council of the City of Lake Geneva this 24th day of May 2021.

Council Action: ☐ **Adopted** ☐ **Failed** **Vote** _____

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

Charlene Klein, Mayor

Date

Attest:

Lana Kropf, City Clerk

Date

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: May 17, 2021

Agenda Item: 10

Applicant:

Tom Keefe / Samantha Strenger
751 Geneva Pkwy / 615 Center St.
Lake Geneva

Request:

725 W. Main St.
“Limited” Conditional Use Permit
Commercial Indoor Lodging in the Central
Business (CB) zoning district
Tax Key No. ZOP00276

Description:

The applicant is submitting a proposal for a Limited Conditional Use Permit (CUP) for Commercial Indoor Lodging land use for the property located at 725 W. Main St. that will allow for a tourist rooming house type land use located in the Commercial Business (CB) zoning district Tax Key No. ZOP00276.

The application is that in this zoning classification for the Commercial Indoor Lodging land use is permitted with the issuance of the **Limited** Conditional Use. All lodgings will be located on the second floor with allocated parking.

Project Details from Limited CUP Submittal

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

Action by the Plan Commission:

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

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

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

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

A proposed Limited 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 limited 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 limited 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 limited 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 limited 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 limited 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 limited conditional use outweigh all potential adverse impacts of the proposed conditional use after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.
- B. If, after the public hearing, the Commission wishes to recommend denial, then the appropriate fact finding would be one or more of the following:
- a. In general, the proposed limited conditional use is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
 - b. Specific to this site, the proposed limited conditional use is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
 - c. The proposed limited conditional use in its proposed location, and as depicted on the required site plan does result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters

affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of the Zoning Ordinance, the Comprehensive Plan or any other plan, program, map, or ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development.

- d. The proposed limited conditional use does not maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.
- e. The proposed limited conditional use is not located in an area that will be adequately served by, and will impose an undue burden on any of the improvements, facilities, utilities or services provided by public agencies serving the subject property.
- f. The potential public benefits of the proposed limited conditional use do not outweigh all potential adverse impacts of the proposed conditional use after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.

Staff Recommendation on the proposed Limited Conditional Use Permit:

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

APPLICATION FOR CONDITIONAL USE

City of Lake Geneva

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

725 Main Street ZOP 00276

Name and Address of Current Owner: Tom Keefe

+keefe@keeferealestate.com

Telephone No. with area code & Email of Current Owner: (262)348-3250

Owner Signature: 

Name and Address of Applicant:

Samantha Strenger and Tom Keefe

Telephone No. with area code & Email of Applicant: (262)994-8554

Sstrenger@keeferentals.com

Proposed Conditional Use: Commercial Indoor Lodging

Zoning District in which land is located: Central Business

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

n/a

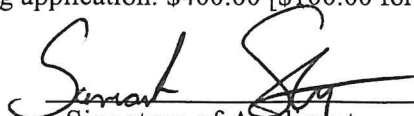
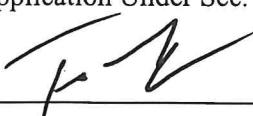
Short statement describing activities to take place on site:

Commercial Indoor Lodging in existing one bedroom
apartment.

Conditional Use Fee payable upon filing application: \$400.00 [\$100.00 for Application Under Sec. 98-407(3)]

3-31-21

Date

 
Signature of Applicant

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

III. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

1. How is the proposed conditional use (the use in general, independent of its location) in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City?
- This property will provide a private and unique lodging option in the central business district of downtown Lake Geneva.
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?
- This conditional use will assist in bringing visitors from out of town to enjoy restaurants, businesses, city parks, and city beaches in downtown Lake Geneva.
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?
- This conditional use will not adversely affect the proposed location. It fits into the neighborhood look & feel.
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?
- Currently this is a 1 bedroom apartment. It will still be used as a 1 bedroom apartment.

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?

This property and usage will not impose an undue burden on services provided by public agencies.

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, increased tourists in the central business district will positively affect surrounding business.

IV. FINAL APPLICATION PACKET INFORMATION

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

____ Receipt of 20 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: _____

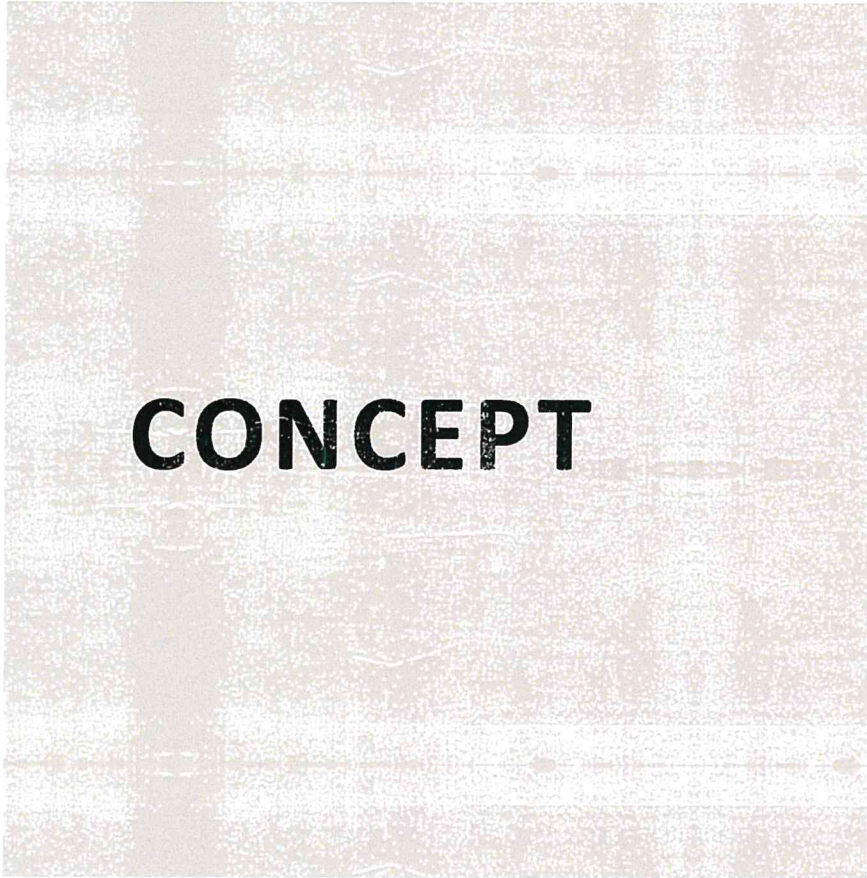
____ Class 2 Legal Notice sent to official newspaper by City Clerk: Date: _____ by: _____

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

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

725 Main
Upscale Suite in Downtown Lake Geneva





CONCEPT

Dear planning commission members,

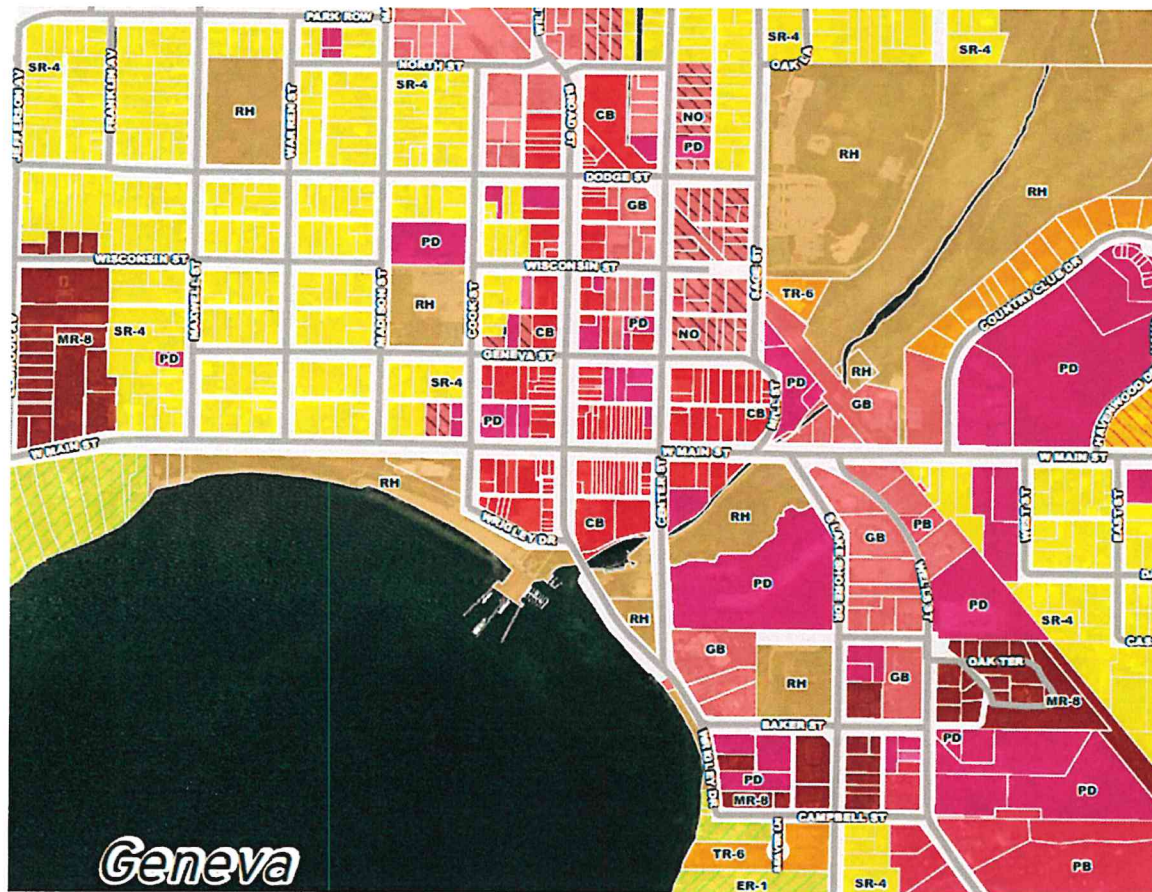
We are applying for a conditional use permit for commercial indoor lodging at 725 Main Street ZOP00276. Attached please find all applicable information about this property including zoning, parking, and floorplans.

Our plan is to create a fun and unique overnight lodging option in the existing one bedroom apartment. Total occupancy for the suite will be 6 guests. We have provided two parking spaces.

We are both experienced with short term lodging in Lake Geneva and will operate this property with the utmost attention and care. We are enthusiastic about the potential to partner with many local businesses on Main street and stimulate our downtown economy.

Thank you,

Samantha Strenger and Tom Keefe



Zoning

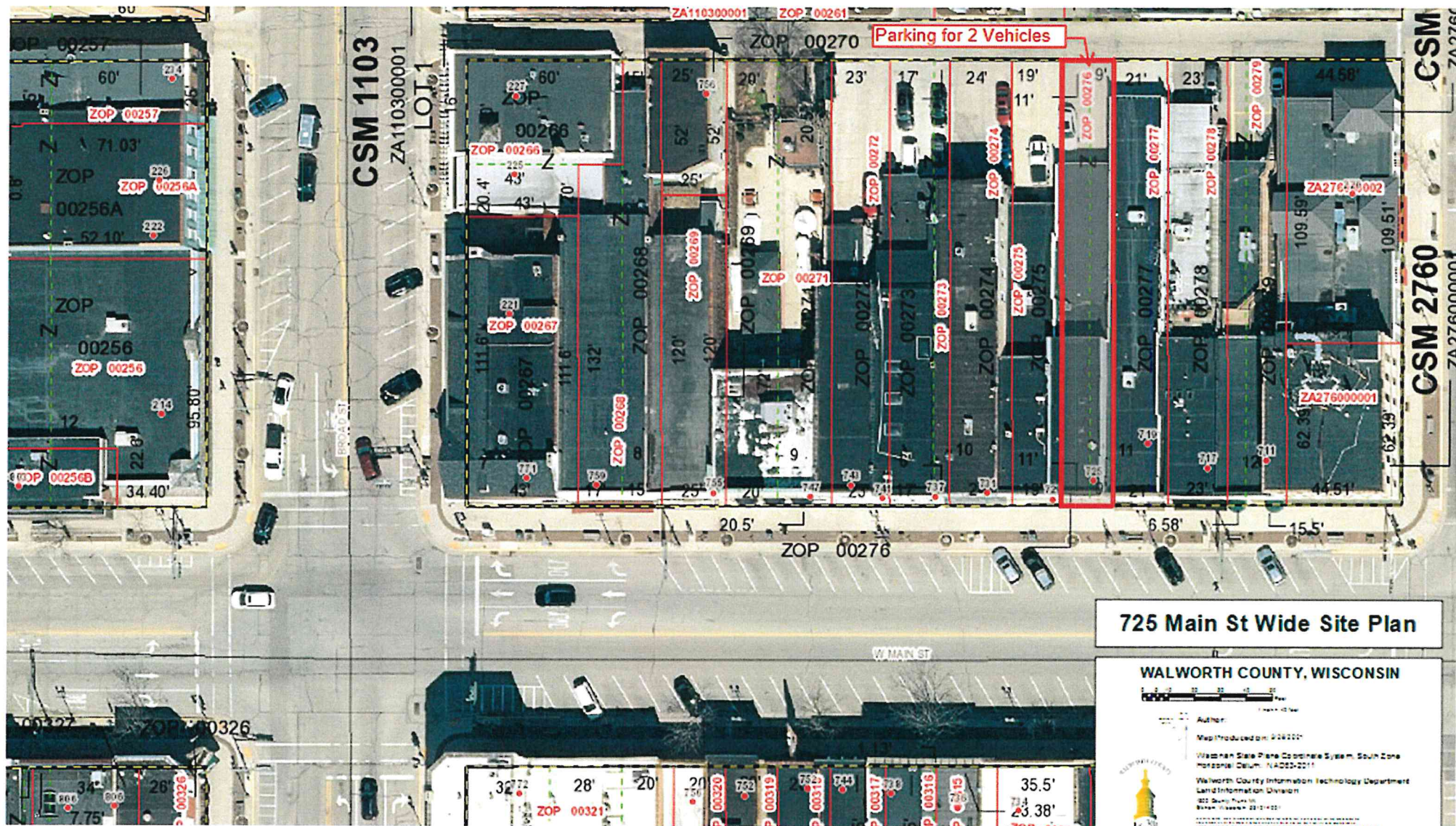
Classification

Central Business (CB)

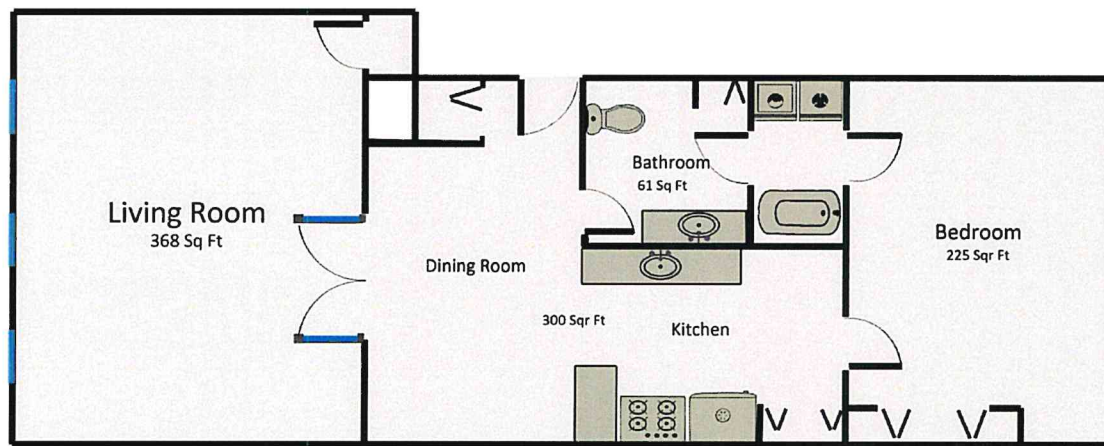
This district is intended to permit both large and small scale "downtown" commercial development at an intensity which provides significant incentives for infill development, redevelopment, and the continued economic viability of existing development

- Permitted use: Permitted as conditional use
- Adjacent Properties zoning: Central Business District (CB)
- Structures:
- Parking: 2 parking spots directly behind the building









Current Floorplan

- Approx. 960 Sq/Ft
- Sleeping Area 225 sq/ft
- 1 Bathroom



RESOLUTION OF THE COMMON COUNCIL			
Resolution authorizing the issuance of a "Limited" Conditional Use Permit (CUP) filed by Tom Keefe / Samantha Strenger 751 Geneva Pkwy / 615 Center St. Lake Geneva for a request to utilize the building located at 743 W. Main St. as a Commercial Indoor Lodging land use in the Central Business (CB) zoning district. Tax Key No. ZOP00272			
Committee:	Plan Commission approved May 17, 2021		
Fiscal Impact:	N/A		
File Number:	21-R40	Date:	May 24, 2021

WHEREAS, the City Plan Commission has considered the application of, Tom Keefe / Samantha Strenger 751 Geneva Pkwy / 615 Center St. Lake Geneva. for a request to utilize the property located at 743 W. Main St. as a Commercial Indoor Lodging land use in the Central Business (CB) zoning district.

WHEREAS, The City Plan Commission held a Public Hearing thereon pursuant to proper notice given on May 6, 2021.

NOW, THEREFORE, BE IT RESOLVED, that the Zoning Administrator be, and is hereby authorized, to issue a Limited Conditional Use Permit to Tom Keefe / Samantha Strenger 751 Geneva Pkwy / 615 Center St. Lake Geneva. for a request to utilize the property located at 743 W. Main St. as a Commercial Indoor Lodging land use in the Central Business (CB) zoning district,

Tax Key No. ZOP000272

to include all affirmative findings of fact and note staff recommendations.

Granted by action of the Common Council of the City of Lake Geneva this 24th day of May 2021.

Council Action: ☐ **Adopted** ☐ **Failed** **Vote** _____

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

Charlene Klein, Mayor Date

Attest:

Lana Kropf, City Clerk Date

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: May 17, 2021

Agenda Item: 11

Applicant:

Tom Keefe / Samantha Strenger
751 Geneva Pkwy / 615 Center St.
Lake Geneva

Request:

743 W. Main St.
“Limited” Conditional Use Permit
Commercial Indoor Lodging in the Central
Business (CB) zoning district
Tax Key No. ZOP00272

Description:

The applicant is submitting a proposal for a Limited Conditional Use Permit (CUP) for Commercial Indoor Lodging land use for the property located at 743 W. Main St. that will allow for a tourist rooming house type land use located in the Commercial Business (CB) zoning district Tax Key No. ZOP00272.

The application is that in this zoning classification for the Commercial Indoor Lodging land use is permitted with the issuance of the **Limited** Conditional Use.

Project Details from Limited CUP Submittal

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

Action by the Plan Commission:

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

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

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

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

A proposed Limited 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 limited 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 limited 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 limited 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 limited 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 limited 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 limited conditional use outweigh all potential adverse impacts of the proposed conditional use after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.
- B. If, after the public hearing, the Commission wishes to recommend denial, then the appropriate fact finding would be one or more of the following:
- a. In general, the proposed limited conditional use is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
 - b. Specific to this site, the proposed limited conditional use is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
 - c. The proposed limited conditional use in its proposed location, and as depicted on the required site plan does result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters

affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of the Zoning Ordinance, the Comprehensive Plan or any other plan, program, map, or ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development.

- d. The proposed limited conditional use does not maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.
- e. The proposed limited conditional use is not located in an area that will be adequately served by, and will impose an undue burden on any of the improvements, facilities, utilities or services provided by public agencies serving the subject property.
- f. The potential public benefits of the proposed limited conditional use do not outweigh all potential adverse impacts of the proposed conditional use after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.

Staff Recommendation on the proposed Limited Conditional Use Permit:

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

APPLICATION FOR CONDITIONAL USE

City of Lake Geneva

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

743 W Main St Lake Geneva Wi

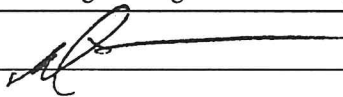
ZOP 00272

Name and Address of Current Owner: Venture Investment Partners

751 Geneva Parkway North Lake Geneva Wi 53147

Telephone No. with area code & Email of Current Owner: Mike Keefe +

Roger Wolff - roger@rogerwolff.com 262 903 3222

Owner Signature: 

Name and Address of Applicant:

Main St LG LLC - Samantha Strenger/Tom Keefe

751 Geneva Parkway North Lake Geneva Wi 53147

Telephone No. with area code & Email of Applicant:

262-994-8554 sstrenger@keeferentals.com

Proposed Conditional Use: Commerical Indoor Lodging - Short Term Rental

Zoning District in which land is located: Central Business District

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

None

Short statement describing activities to take place on site:

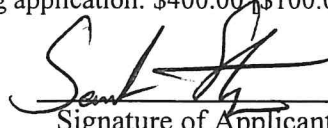
This will be a commercial indoor lodging establishment that will have 1 apartments for rent.

This will bring visitors to Lake Geneva to explore and enjoy local establishments.

Conditional Use Fee payable upon filing application: \$400.00 [\$100.00 for Application Under Sec. 98-407(3)]

3-31-21

Date


Signature of Applicant



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

III. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

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

This property will offer a private lodging option located in the central business district of downtown Lake Geneva

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

Located in the Central Business District this conditional use will assist in bringing in visitors from out of town to enjoy restaurants, business, city parks, and city beaches in downtown Lake Geneva

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?

This conditional use will not adversely affect the proposed location. The conditional use fits into the neighborhood feel and look.

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?

Currently this property is a 2 bedroom apartment, we will not be changing that, it still be used as a 2 bedroom apartment

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?

This property and usage will not impose an undue burden on services provided by public agencies

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, increased tourists in the central business district will positively affect surrounding businesses

IV. FINAL APPLICATION PACKET INFORMATION

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

____ Receipt of 20 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: _____

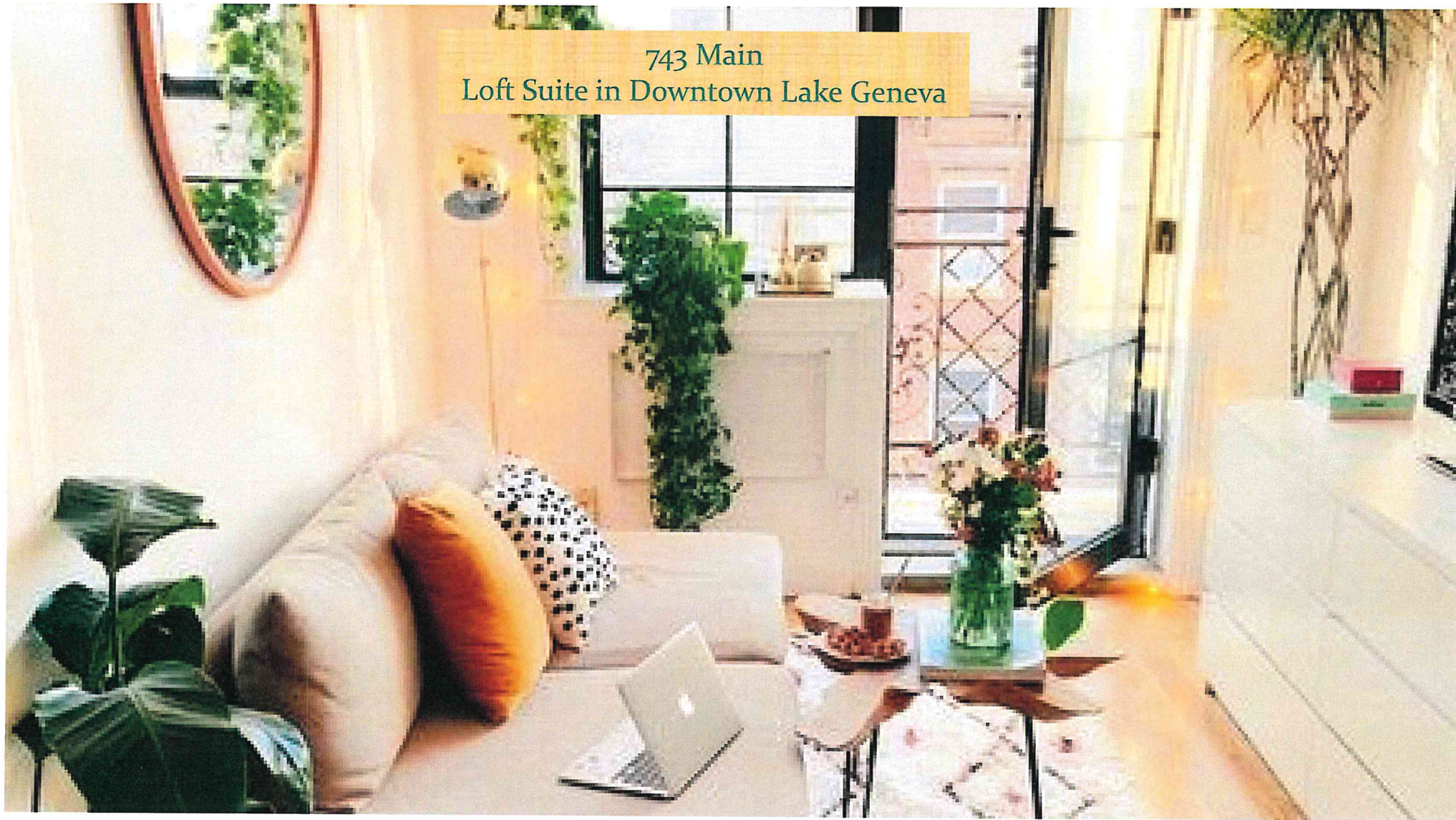
____ Certification of complete Final Application Packet and
required copies to the Zoning Administrator by City Clerk: Date: _____ by: _____

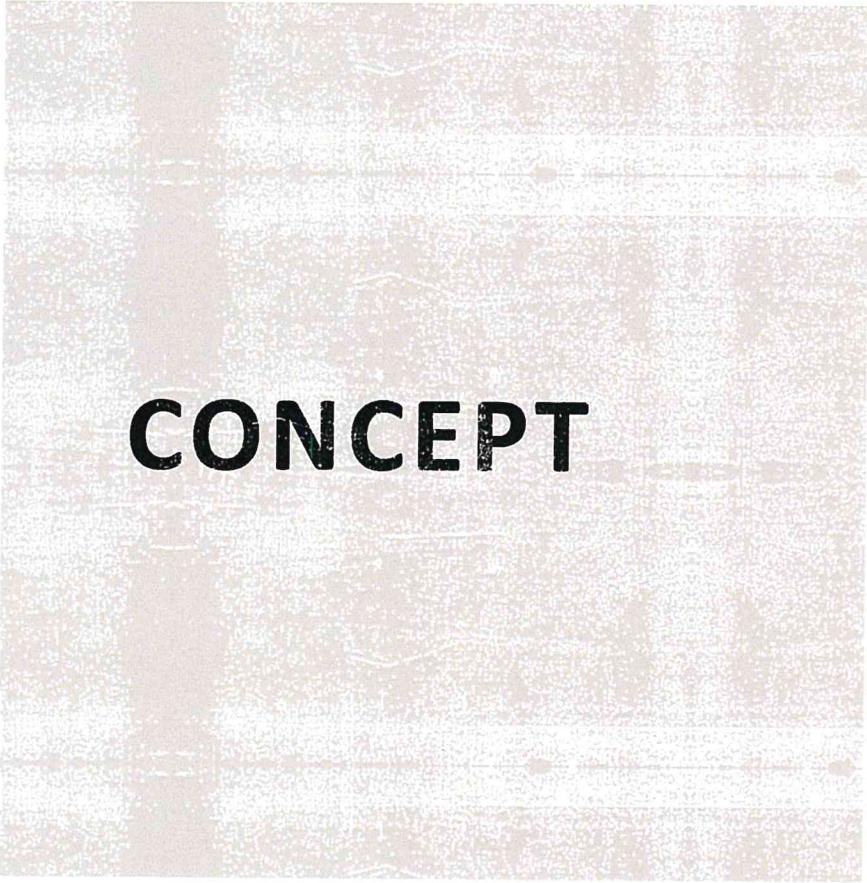
____ Class 2 Legal Notice sent to official newspaper by City Clerk: Date: _____ by: _____

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

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

743 Main
Loft Suite in Downtown Lake Geneva





CONCEPT

Dear planning commission members,

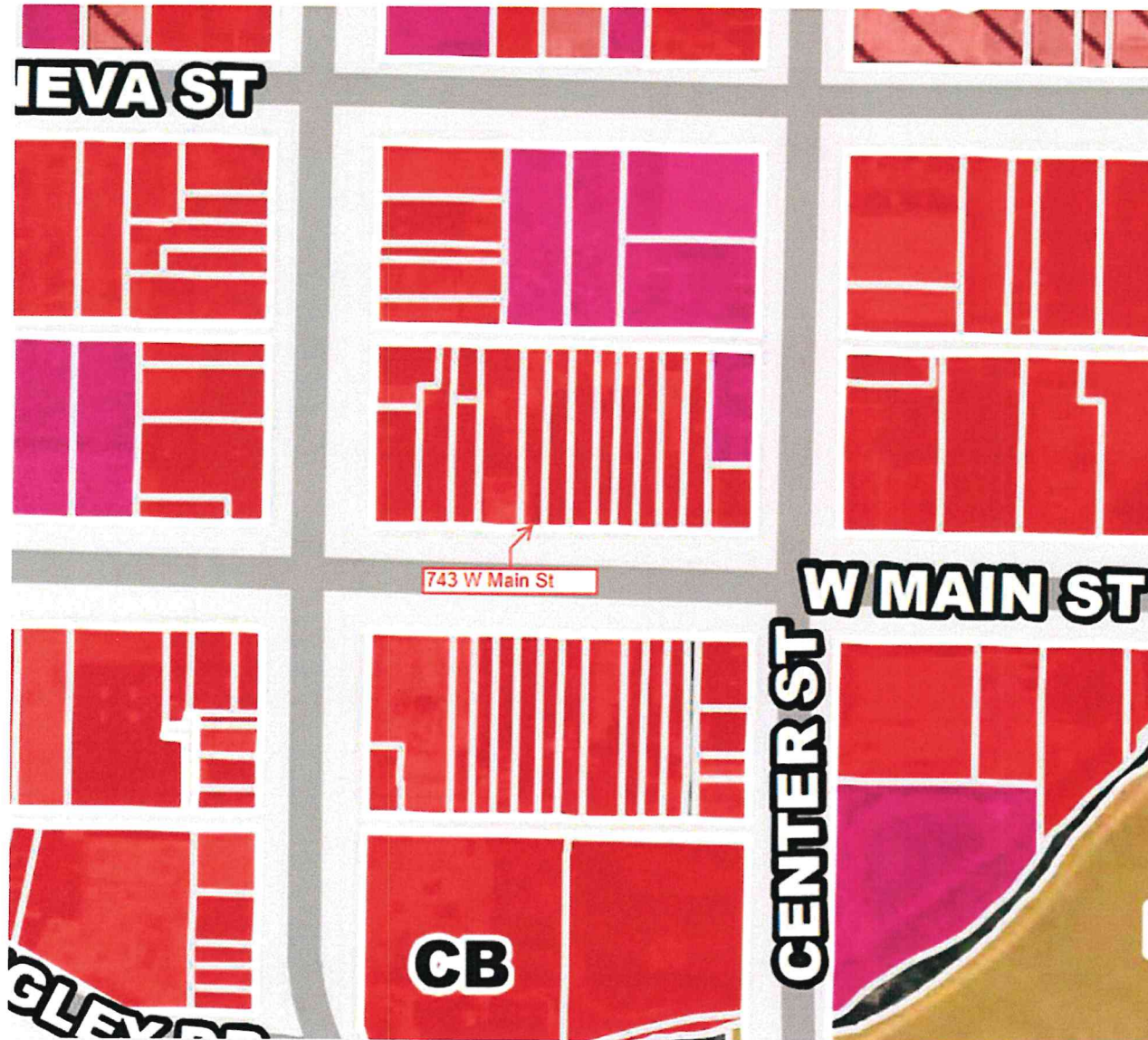
We are applying for a conditional use permit for commercial indoor lodging at 743 W. Main Street ZOP 00272. Attached please find all applicable information about this property including zoning, parking, and floorplans.

Our plan is to create a fun and unique lodging experience. Total occupancy for the loft will be 8 guests.

We are both experienced with short term lodging in Lake Geneva and will operate this property with the utmost attention and care. We are enthusiastic about the potential to partner with many local businesses on Main street and stimulate our downtown economy.

Thank you,

Samantha Strenger and Tom Keefe



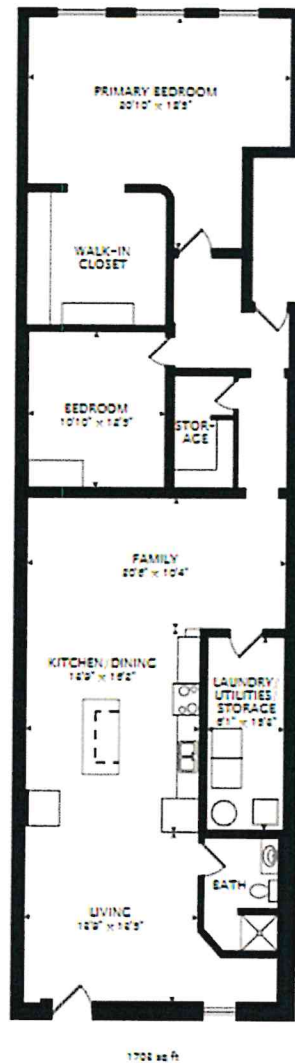
Zoning

- **Classification**
- *Central Business (CB)*
- This district is intended to permit both large and small scale "downtown" commercial development at an intensity which provides significant incentives for infill development, redevelopment, and the continued economic viability of existing development
- Permitted use: Permitted as conditional use
- Adjacent Properties zoning: Central Business District (CB)
- Structures: 2 bed 1 bath Loft (1708 sq ft)
- Parking:
- 2 Parking spaces directly behind the building





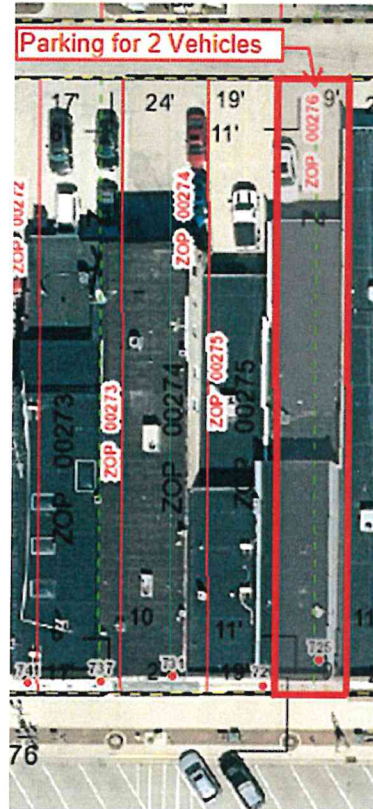




Current Floorplan

- Approx. 1708 Sq/Ft
- 1 Bathroom
- 2 Bedrooms





Parking 743 Main Street (2 Spaces)



RESOLUTION OF THE COMMON COUNCIL

Resolution authorizing to amend a Precise Implementation Plan (PIP) filed by 816 Wisconsin Sub LLC, 751 Geneva Pkwy, Lake Geneva 53147 for a request of a Precise Implementation Plan PIP proposal for the property located at 816 Wisconsin St. to allow a Bed & Breakfast at 816 Wisconsin St. and a Short Term Rental at 816 ½ Wisconsin St with in the Neighborhood Business (NB) zoning district

Committee: Plan Commission approved May 17, 2021

Fiscal Impact: N/A

File Number: 21-R41

Date:

May 24, 2021

WHEREAS, the City Plan Commission has considered the application of, 816 Wisconsin Sub LLC, 751 Geneva Pkwy, Lake Geneva 53147 for a request of a Precise Implementation Plan PIP proposal for the property located at 816 Wisconsin St. to allow a Bed & Breakfast at 816 Wisconsin St. and a Short Term Rental at 816 ½ Wisconsin St with in the Neighborhood Business (NB) zoning district.

WHEREAS, The City Plan Commission held a Public Hearing thereon pursuant to proper notice given on May 6, 2021.

NOW, THEREFORE, BE IT RESOLVED, that the Zoning Administrator be, and is hereby authorized, to issue PIP to 816 Wisconsin Sub LLC, 751 Geneva Pkwy, Lake Geneva 53147 for a request of a Precise Implementation Plan PIP proposal for the property located at 816 Wisconsin St. to allow a Bed & Breakfast at 816 Wisconsin St. and a Short Term Rental at 816 ½ Wisconsin St with in the Neighborhood Business (NB) zoning district,

Tax Key No. ZOP00164

to include all affirmative findings of fact and note staff recommendations.

Granted by action of the Common Council of the City of Lake Geneva this 24th day of May 2021.

Council Action: ☐ Adopted ☐ Failed Vote _____

Mayoral Action: ☐ Accept ☐ Veto

Charlene Klein, Mayor

Date

Attest:

Lana Kropf, City Clerk

Date

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: May 17, 2021

Agenda Item: 13

Applicant:

816 Wisconsin Sub LLC.
751 Geneva Pkwy
Lake Geneva WI 53147

Request:

816 & 816 ½ Wisconsin St
Bed & Breakfast & Short Term Rental
Precise Implementation Plan (PIP)
Tax Key No. ZOP00164

Description:

The applicant is submitting a proposal for a Step 4 of the Planned Development process which is the Precise Implementation Plan (PIP).

This request is to utilize the property which has 2 residential structures the main residential structure 816 Wisconsin St will be occupied as a Bed & Breakfast, and 816 ½ will be registered on the Short Term Rental program. The need for the PIP is the site restrictions and lot coverages for primarily parking. The property is located in the Neighborhood Business (NB) zoning district Tax Key No. ZOP00164.

Project Details from (PIP) Submittal

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

Action by the Plan Commission:

Recommendation to the Common Council on the proposed Precise Implementation Plan (PIP):

As part of the consideration of the requested (PIP), the Plan Commission is required to:

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

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

A proposed PIP 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 PIP is in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan,

program, or ordinance adopted, or under consideration pursuant to official notice by the City.

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

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

Staff Recommendation on the proposed Precise Implementation Plan (PIP):

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

Memo to City of Lake Geneva

To: Fred Walling, Zoning Administrator **Date:** May 12, 2021

From: Naomi Rauch, P.E.
262-758-6032

CC: T. Keefe – 816 Wisconsin Sub LLC
Dave Nord – City Administrator
Brenda Follensbee – Building and Zoning Administrative Assistant
Tom Earle – Director of Public Works
Josh Gajewski – Utility Director
Greg Governatori P.E. – Kapur & Associates, Inc.

Subject: PIP PLAN REVIEW– 816 Wisconsin Street
Kapur Project #21.0178 Phase 11

BACKGROUND AND REQUEST:

A precise improvement plan application was submitted by 816 Wisconsin Sub LLC for the reconfiguration and construction of parking spaces with ingress/egress off the existing alley. The construction plans include demolition of an existing garage, gravel parking area, and sidewalk. An existing porch will be removed from the structure. Proposed improvements will include paving of proposed 2,778 SF parking area to provide 9 parking spaces.

The following plan and calculations were submitted for review:

- **816 Wisconsin Street** prepared by Cardinal Engineering LLC, three sheets, dated August 7, 2020.
- **Plat of Survey** prepared by Cardinal Engineering LLC, one sheet, dated 08/07/202.

Comments:

Kapur has reviewed the submitted information and offers the following comments:

1. Stormwater management provisions do not apply to this development. Approximately 1,350 SF of new impervious surface is proposed.
2. The site plan does not include existing or proposed contour information. At a minimum existing site specific topography shall be provided and proposed grading shall be noted to match existing drainage patterns.





3. A detail shall be provided for the pavement of the proposed parking lot.
4. All off street parking areas designated to have head-in parking within 6 ½ feet of any lot line shall provide a tire bumper or curb of adequate height and which is properly located to ensure that no part of any vehicle will project beyond the required setbacks.
5. It was noted during staff review that the existing water service to the property is split with two meter, one to the separate structure in the rear of the lot. It is preferred by the Utility Department that plumbing be reconfigured to include only one water meter to the lot that would reside at the structure adjacent to Wisconsin Street.
6. Sedimentation and erosion control measures are required to be placed prior to excavation and construction. It is the responsibility of the applicant to monitor the condition of the construction site and ensure the sedimentation and erosion control measures remain in place and functioning through final stabilization. Restoration of the property shall take place as soon as possible after final grading.
7. The contractors shall keep the adjacent alley and streets free of dirt and debris.

The plans have been reviewed for conformance with generally accepted engineering practices and City of Lake Geneva policies. Although the material has been reviewed, the applicant is ultimately responsible for the thoroughness and accuracy of the plans and supplemental data and for compliance with state, county, and other local ordinances and procedures.

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

APPLICATION FOR PRECISE IMPLEMENTATION PLAN OR AMENDMENT

City of Lake Geneva

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

816 Wisconsin St Lake Geneva Wi 53147

ZOP00165 LOT 3 Block 17, Orig Plat, City of LG

Name and Address of Current Owner: 816 Wisconsin Sub LLC

751 Geneva Parkway North Lake Geneva Wi 53147

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

262-348-3250

tkeefe@keeferealestate.com

Owner Signature: _____

Name and Address of Applicant:

816 Wisconsin Sub LLC

751 Geneva Parkway North

Telephone No. with area code & Email of Applicant: 262-248-4492

gdunham@keeferealestate.com

Proposed Use:

Neighborhood Business, Bed & Breakfast Conditional Use Grant,
Surface Area Ration Overage

Zoning District in which land is located: Neighborhood Business

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

McCormack & Etten, Ken Etten

Cardinal Engineering, Ryan Cardinal

Short statement describing activities to take place on site:

Operate Bed/Breakfast in a current multi tenant building @816 Wisconsin St

Property in need of significant remodel/maintenance

PIP fee \$400.00, payable upon filing application.

4/1/2021
Date

[Signature]
Signature of Applicant

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

Prior to submitting the 20 complete applications as certified by the Zoning Administrator, the Applicant shall submit 5 initial draft application packets for staff review, followed by one revised draft final application packet based upon staff review and comments.

Initial Packet (5 Copies to Zoning Administrator)

Date: _____ by: _____

↓
Draft Final Packet (1 Copy to Zoning Administrator)

Date: _____ by: _____

↓

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

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

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

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

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

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

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

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

 x All lot dimensions of the subject property provided;

 x Graphic scale and north arrow provided.

 x (3) **A general written description** of proposed PIP including:

_____ Specific project themes and images;

 x The specific mix of dwelling unit types and/or land uses;

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

_____ The specific treatment of natural features;

 x The specific relationship to nearby properties and public streets.

_____ A Statement of Rationale as to why PD zoning is proposed identifying perceived barriers in the form of requirements of standard zoning districts and opportunities for community betterment through the proposed PD zoning.

 x A complete list of zoning standards which will not be met by the proposed PIP and the location(s) in which they apply and a complete list of zoning standards which will be more than met by the proposed PIP and the location(s) in which they apply shall be identified. Essentially, the purpose of this listing shall

be to provide the Plan Commission with information necessary to determine the relative merits of the project in regard to private benefit versus public benefit, and in regard to the mitigation of potential adverse impacts created by design flexibility.

- _____ (4) **A Precise Implementation Plan Drawing** at a minimum scale of 1"=100' (and reduced to 11" x 17") of the proposed project showing at least the following information in sufficient detail: *(See following page)*

 x A PIP site plan conforming to all requirements of Section 98-908(3). If the proposed PD is a group development (per Section 98-208) also provide a proposed preliminary plat or conceptual plat;

_____ Location of recreational and open space areas and facilities specifically describing those that are to be reserved or dedicated for public acquisition and use;

_____ Statistical data on minimum lot sizes in the development, the precise areas of all development lots and pads, density/intensity of various parts of the development, floor area ratio, impervious surface area ratio and landscape surface area ratio of various land uses, expected staging, and any other plans required by the Plan Commission or City Council; and

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

- _____ (5) **A Property Site Plan drawing which includes:**

_____ A title block which indicates the name, address and phone/fax number(s) of the current property owner and/or agent(s) (developer, architect, engineer, planner) for project;

 x The date of the original plan and the latest date of revision to the plan;

 x A north arrow and a graphic scale (not smaller than one inch equals 100 feet);

 x A reduction of the drawing at 11" x 17";

 x A legal description of the subject property;

 x All property lines and existing and proposed right-of-way lines with bearings and dimensions clearly labeled;

_____ All existing and proposed easement lines and dimensions with a key provided and explained on the margins of the plan as to ownership and purpose;

_____ All required building setback lines;

 x All existing and proposed buildings, structures, and paved areas, including building entrances, walks, drives, decks, patios, fences, utility poles, drainage facilities, and walls;

_____ The location and dimension (cross-section and entry throat) of all access points onto public streets;

 x The location and dimension of all on-site parking (and off-site parking provisions if they are to be employed), including a summary of the number of parking stalls provided versus required by the Ordinance;

- _____ The location and dimension of all loading and service areas on the subject property and labels indicating the dimension of such areas;
- _____ The location of all outdoor storage areas and the design of all screening devices;
- _____ The location, type, height, size and lighting of all signage on the subject property to include a photometric plan;
- _____ The location, height, design/type, illumination power and orientation of all exterior lighting on the subject property – including the clear demonstration of compliance with Section 98-707;
- _____ All engineering requirements for utilities, site designs, etc;
- _____ The location and type of any permanently protected green space areas;
- _____ The location of existing and proposed drainage facilities for storm water;
- X In the legend, data for the subject property on:
 - _____ Lot Area;
 - _____ Floor Area;
 - _____ Floor Area Ratio (b/a);
 - _____ Impervious Surface Area;
 - _____ Impervious Surface Ratio (d/a);
 - _____ Building Height.

- X (6) **A landscaping plan for subject property**, specifying the location, species, and installed size of all trees and shrubs. Include a chart which provides a cumulative total for each species, type and required location (foundation, yard, street, paved area or bufferyard) of all trees and shrubs.
- X (7) **A series of building elevations** for the entire exterior of all buildings in the PD, including detailed notes as to the materials and colors proposed.
- _____ (8) **A general signage plan** including all project identification signs, concepts for public fixtures and signs (such as street light fixtures and/or poles or street sign faces and/or poles), and group development signage themes which are proposed to vary from City standards or common practices.
- _____ (9) **A general outline of the intended organizational structure** for a property owners association, if any; deed restrictions and provisions for private provision of common services, if any.
- _____ (10) **A written description** which demonstrates the full consistency of the proposed PIP with the approved GDP.
- _____ (11) **A written description** of any and all variations between the requirements of the applicable PD/GDP zoning district and the proposed PIP development; and,

- _____ (12) Proof of financing capability pertaining to construction and maintenance and operation of public works elements of the proposed development.

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

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

- _____ **Receipt of 5 full scale copies in blueline or blackline of complete Final Application Packet by Zoning Administrator:** **Date:** _____ **by:** _____
- _____ **Receipt of 20 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:** _____

Development Review Committee (DRC) Application

Complete as much detailed information as possible to allow for a comprehensive departmental review prior to a Development Review Committee meeting. This application must be returned to the Building Inspector, with all conceptual plans, designs and other information prior to the scheduling a DRC meeting.

Applicant Information

Property Address 816 Wisconsin St Lake Geneva Wi 53147

Applicant name 816 Wisconsin Sup LLC

Applicant email gdunham@keeferealestate.com Phone Number 262-248-4492

Architect/Contractor/Designer Name Contractor - Jeff Gross

Architect/Contractor/Designer Email jeff@southernlakeshomebuilders.com Phone Number 815-790-5050

Type of Construction: New ☐ Addition ☐ Remodel ☒

Type of Development: Single-family ☐ Multi-family ☐ Commercial ☐ Industrial ☐

Type of Business

Engineering

Site Plans should include the following: Project title and owner's/developer's name and address noted, architect's and/or engineer's name and address noted, property boundaries and dimensions, abutting property zoning classifications, general description of building materials, façade and roof detail, setback lines indicated, easements for access, if any, 100-year floodplain identification, existing and proposed topography shown at a contour interval of one foot, indicating proposed grade and location of improvements, signage and outdoor lighting, number of parking spaces provided, type, size and location of all structures with all building dimensions shown, location of existing and general location of proposed sanitary sewers, storm sewers, water-mains, and any proposed stormwater management facilities, location, extent and type of proposed landscaping and landscaping plantings and buffers to adjacent property, including fencing or other screening, location of pedestrian sidewalks and walkways, graphic outline of any development staging that is planned, driveway locations and sizes, handicap accessibility, environmental concerns (odor, smoke, noise, graphic scale and north arrow.

- Storm water management provisions provided? YES / NO
 - As-built/certification notification
- Erosion control plan provided? YES / NO
- Wetlands, floodplains, environmental corridors, groundwater Identified. YES / NO
- Utility Plans Provided
 - Watermain
 - Sanitary Sewer
 - Storm Water
- Is a Land Division required? YES / NO
- Access points and dimensions shown? YES / NO
 - WISDOT Right-of-way?
 - County Right-of-way?

- Estimated Traffic impacts _____
 - Traffic Study Required YES/NO
 - Traffic Control Plan Required YES/NO
 - Will construction affect street parking or intersections? YES / NO
- Paving Materials, Typical Sections? YES / NO
- WDNR Notice of Intent required? (Land disturbance more than 1 acre)? YES / NO
- Watermain extension required? YES / NO
- Sanitary sewer extension required? YES / NO
- SEWRPC Service Area Amendment needed? YES / NO
- Is a Chapter 30 Permit (wetland/waterway) required? YES / NO
- Proposed building/expansion dimensions _____
- Will there be signage? YES / NO type (mounted, freestanding) _____
- Exterior lighting plans? YES / NO
- What kind of noise or level of noise will the business have? _____
- Detailed property Site Plan? YES / NO Date of Plan: _____
- Green Space Calculations (Existing vs. Proposed) YES / NO
- Are landscape plans provided? YES / NO
- Is a Land Division required? YES / NO

Water/Sewer Utilities

If an existing structure please circle the following:

- Will existing sewer & water connections be used? YES / NO
- Will your project require the installation of a grease interceptor? YES / NO

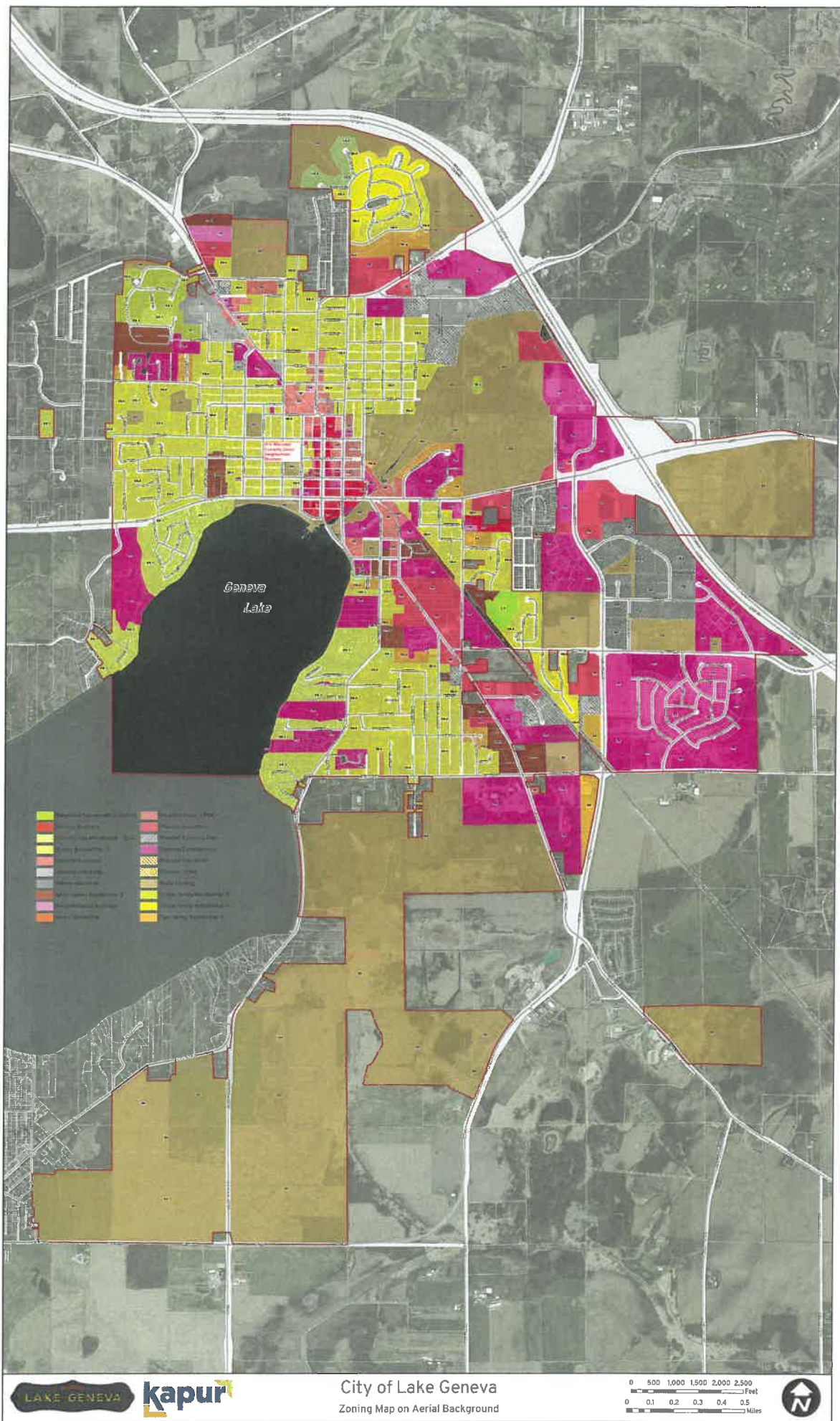
If the development is Commercial or Industrial, please provide the following:

- Water service size requirement _____
- Estimated daily water usage in gallons per day _____
- Estimated maximum water flow in gallons per minute _____
- Number of bathrooms _____
- Brief description of process (if Industrial) _____

If the development is a multi-family dwelling, please provide the following:

- Number of units _____
- Number of bedrooms in each unit _____
- Water service size requirement _____





Question 2

Owner Information for 816 Wisconsin St Lake Geneva WI 53147

816 Wisconsin Sub LLC

751 Geneva Parkway North

Lake Geneva WI 53147

March 31, 2021

III General Written Description

Written Description of the Precise Implementation Plan describing the activities, buildings and structures

The applicant would like to operate a Bed and Breakfast at the property located at 816 Wisconsin Street in Lake Geneva, WI.

The front home has both an upper and lower rental, and the rear building is also used as a current rental. The applicant would operate the entire property as a bed and breakfast, subject to all limitations of the current City of Lake Geneva Code and State Administrative Rules and Regulations. The applicant has requested the Precise Implementation Plan as the surface area ratio of the property will be exceeded based upon the number of parking stall which are needed for the bedroom count of the existing structure(s). However, we note that the parking already exists on the lot

Site Plan

Attached herewith is a copy of the most recent survey for the property. Buyer does not ask for addition to the current site plan, and will exist within the building layouts as currently described on the survey. In fact, in order to accomplish the necessary parking, we will need to remove a portion of an old lean to porch in the rear structure which is currently in need of restoration/extensive repair.

Precise Implementation Plan

The current zoning for the land is Neighborhood Business, and Bed and Breakfast use is a conditional use within that district. Within 3 to 4 blocks of this location, there are 3 bed and breakfast locations further into local residential neighborhoods (Madison, Dodge and Center Street). Additionally, there are a number of Commercial Indoor Lodging uses which are operated as AirBnb style properties which are also within that same 3 to 4 blocks. They exist on Geneva St, Center St, Wisconsin St and Cook St.

The proximity to commercial zoning (contiguous and or north of 3 of the 4 sides) makes this use in conjunction with the current neighboring properties. The neighborhood has a high incidence of absentee owners/multi unit properties which will most likely benefit from this proposed use due to the large investment to be made.

III Justification

Comprehensive Plan Justification

I, II, III and IV

The Precise Implementation Plan use is in keeping with the desire to keep the neighborhood residential. Within that residential classification is the allowance for properties to be used as long term or short term rentals based upon approval of both the Plan Commission and the City Council.

The property is bordered by the east with Horticultural Hall, a historic venue operated by an Independent Board of Directors. Horticultural Hall is one of the most booked locations in Lake Geneva for weddings and special events. We believe the property's contiguous location would lend itself to our desired conditional use, being used as a family staging location for those special events.

The property is also bordered on the south and the north (albeit across the street) by Central Business District zoning. This may help to explain why no one has made the necessary investment to bring the property up to current standards as many renters do not choose to live full time directly surrounded by commercial business uses.

Removing the multi-family rental stock in Lake Geneva is not ideal. However, this home would require substantial upgrades to bring it up to par with other rentals within the area, and the costs would be prohibitive thereby making the finished rental prices also quite prohibitive. Based upon an approximate \$500,000 budget to completely renovate the 4000+ SF, the rents necessary to carry the assumed debt load would be in excess of \$2250/Unit and would not be considered affordable housing stock. Also this will contribute to Room Tax revenue, collecting and remitting for each stay.

To approve the Precise Implementation Plan will allow us to invest heavily in the property and expect that the Bed and Breakfast use will bring in sufficient cash flow to carry the debt level necessary for the purchase and renovations. Additionally, such a large investment will induce other neighboring properties to consider improvements which may also have gone unattended.

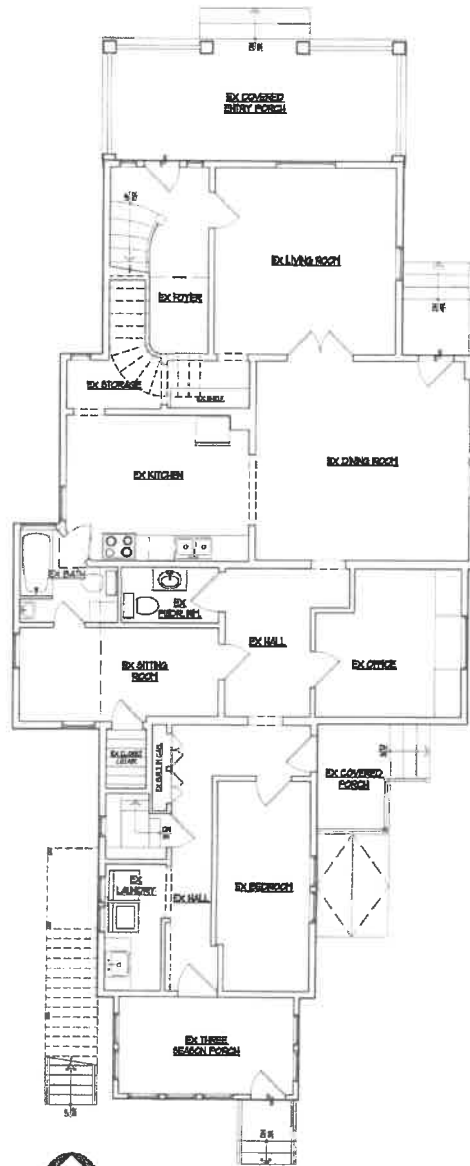
The entire block is largely populated with both Multi Unit residential (both of the buildings to the west are currently multi-use) and the remainder of the block is either owner occupied (both residential homes across the street are occupied as primary or second homes) or utilized as a rental by owners whose tax bills go to out of City locations.

The Precise Implementation Plans requirement of Conditional Use Approval of Bed and Breakfast does not have an adverse impact on the neighborhood. Where Bed and Breakfast locations have occurred in the City of Lake Geneva, the neighborhoods have not been adversely impacted in real estate valuations. There is not a general record of increased calls to City Departments because of the properly licensed establishments. Also, the State will require that they conform to all guidelines, rules and regulations of the proper State licensing authorities.

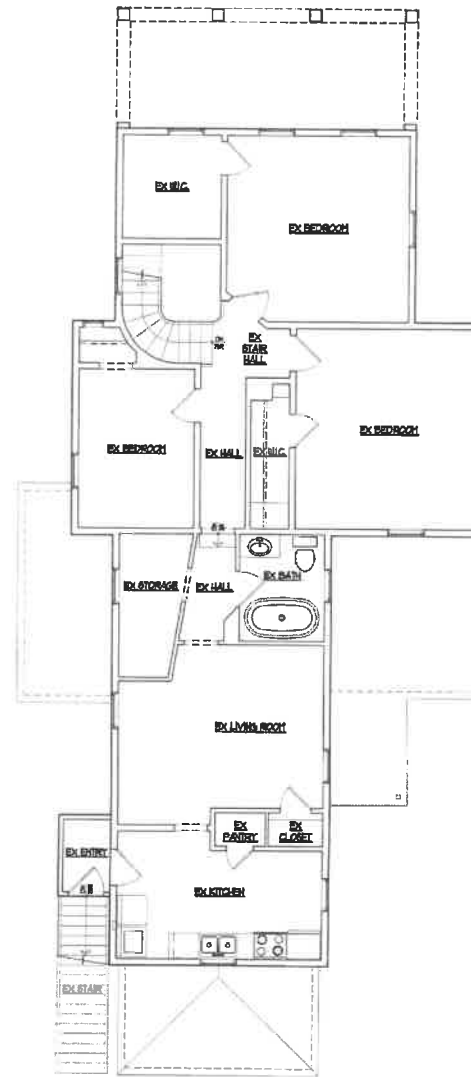
The Precise Implementation Plan its required Conditional Use allows for the property to continue its residential zoning nature while keeping the current Neighborhood Business zoning classification. The Surface Area ratio coverage violation does not significantly change what is already existing on the property in the way of parking.

The GDP and Conditional Use approval will not put undue burden on the land nor the neighborhood. The site plan has been drawn up and is attached which provides all of the necessary off street parking for the property. The owners will comply with all Zoning requirements with the exception of SAR. No additional utilities not currently on site will be needed. The Use should not cause an increase in public agencies serving the property.

The potential benefits to the Use include additional property tax revenues for the City and other taxing authorities due to the purchase and improvements, and the additional room taxes collected to benefit both the City and the local tourism bureaus.



EXISTING FIRST FLOOR PLAN



EXISTING SECOND FLOOR PLAN

MAIN HOUSE

SQUARE FOOTAGE TALLY

EXISTING LOWER LEVEL (SPOON)	1,114 SQ. FT.
EXISTING UPPER LEVEL (SPOON)	1,114 SQ. FT.
EXISTING SECOND FLOOR (SPOON)	1,114 SQ. FT.
TOTAL EXISTING (SPOON)	3,342 SQ. FT.
EXISTING THREE SEASON PORCH	1,114 SQ. FT.



McCormick + Eilen / Architects, LLP
400 Broad Street
Lake Geneva, WI 53147
TEL: (262) 246-6666
WWW.MCCORMICK+EILEN.COM

ADDITIONS AND ALTERATIONS TO THE
816 WISCONSIN STREET RESIDENCE
816 WISCONSIN STREET
LAKE GENEVA, WI 53147

PROJECT NO.
2022B

REVISION

☐ PRELIMINARY	
☐ REVISION	
☐ PERM	
☐ CORRECTION	
DATE	11-25-2022
DRAWN	AB-1



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

No change to existing paint colors



EXISTING NORTH (STREET) ELEVATION
SCALE: 1/4" = 1'-0"

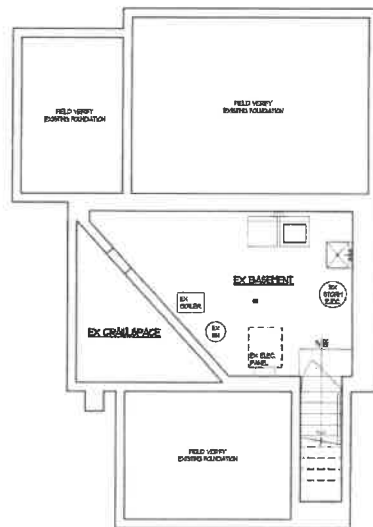


EXISTING WEST ELEVATION
 SCALE: 1/4" = 1'-0"

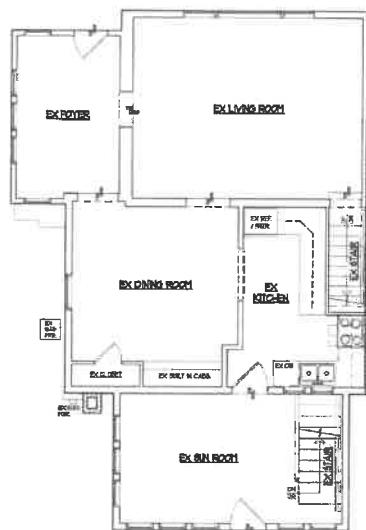
No change to existing paint colors



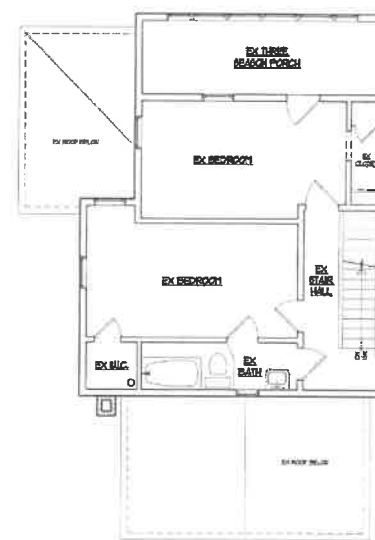
EXISTING SOUTH ELEVATION
 SCALE: 1/4" = 1'-0"



**GUEST HOUSE
EXISTING LOWER LEVEL PLAN**
SCALE: 1/8" = 1'-0"



**GUEST HOUSE
EXISTING FIRST FLOOR PLAN**
SCALE: 1/8" = 1'-0"



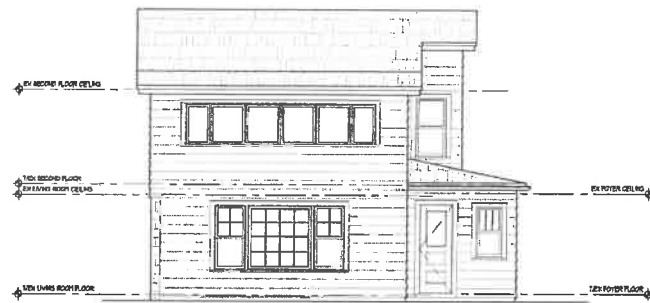
**GUEST HOUSE
EXISTING SECOND FLOOR PLAN**
SCALE: 1/8" = 1'-0"

GUEST HOUSE

SQUARE FOOTAGE TALLY

EXISTING LOWER LEVEL (SQUARE)	1,000 SF
EXISTING FIRST FLOOR (SQUARE)	1,000 SF
EXISTING SECOND FLOOR (SQUARE)	1,000 SF
TOTAL EXISTING FOOTAGE	3,000 SF

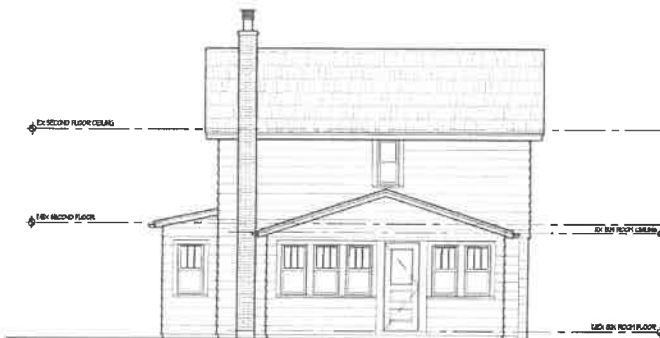
No change to existing paint colors



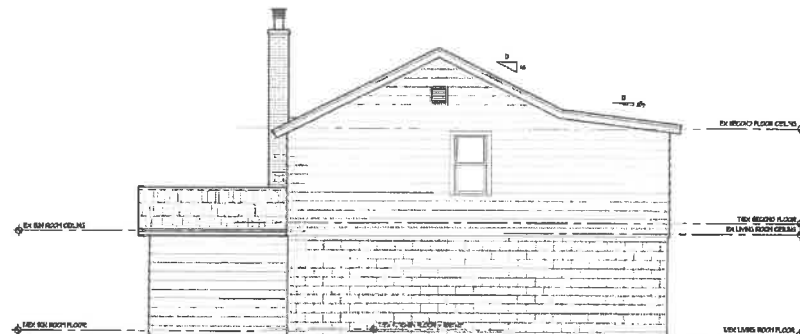
GUEST HOUSE
EXISTING NORTH ELEVATION
SCALE: 1/4" = 1'-0"



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



GUEST HOUSE
EXISTING SOUTH ELEVATION
SCALE: 1/4" = 1'-0"



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

GUEST HOUSE

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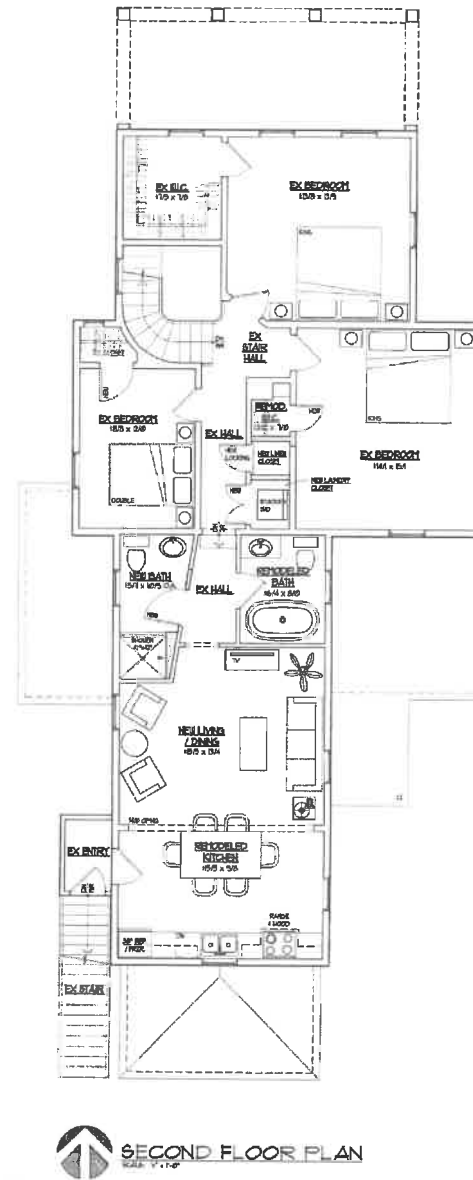
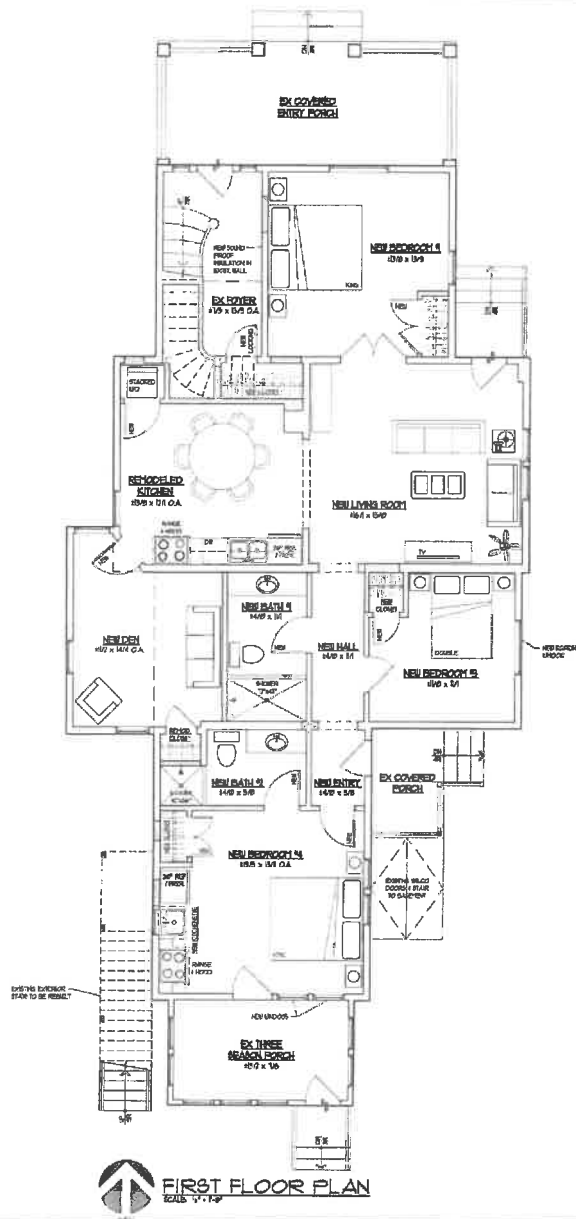
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Lake Geneva, WI 53147
mccormickeiten.com
info@mccormickeiten.com

ADDITIONS AND ALTERATIONS TO THE
816 WISCONSIN STREET RESIDENCE
LAKE GENEVA, WI 53147

PROJECT NO.
26728

REVISIONS
DATE
11-9-2020

SHEET
AB-2



MAIN HOUSE

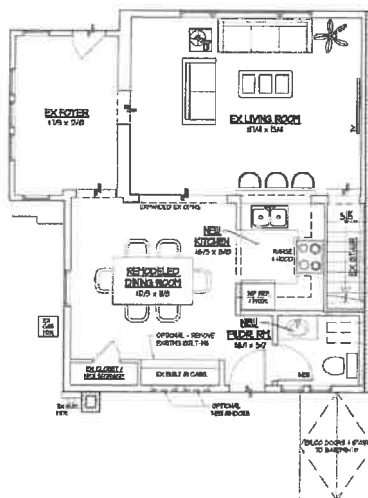
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Lake Geneva, WI 53147
www.mccormackeiten.com

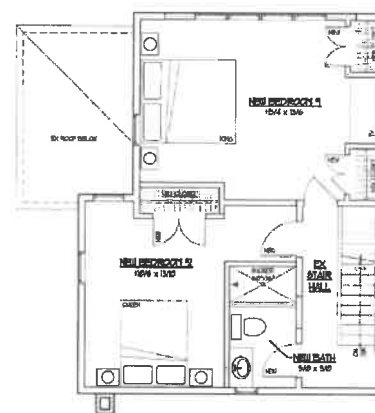
ADDITIONS AND ALTERATIONS TO THE
816 WISCONSIN STREET RESIDENCE
816 WISCONSIN STREET
LAKE GENEVA, WI 53147

PROJECT NO.
2022B

REVISION
DATE
11-3-2022
SHEET
A-1



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



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

GUEST HOUSE

© McCormack + Eiten / Architects, LLP

McCormack + Eiten / Architects, LLP
1000 Lakeside Drive
Lake Geneva, WI 53141
PH: (262) 222-1100
WWW.MCCORMACK+EITEN.COM

ADDITIONS AND ALTERATIONS TO THE
816 WISCONSIN STREET RESIDENCE
816 WISCONSIN STREET
LAKE GENEVA, WI 53141

PROJECT NO.
2022B

REVISIONS

☒ PRELIMINARY
☐ REVISIONS
☐ PERMIT
☐ CONSTRUCTION

DATE
11-3-2022

SHEET

A-1

LEGEND

●	FOUND 1" IRON PIPE	EXISTING CONCRETE
●	FOUND .5" IRON PIPE	EXISTING ASPHALT
△	SET MAG NAIL	EXISTING BUILDING
XX	RECORDED AS	EXISTING GRAVEL
---	FENCE	
○	POWER POLE	

PLAT OF SURVEY

A PARCEL OF LAND LOCATED IN THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 36 IN TOWNSHIP 2 NORTH, RANGE 17 EAST, IN THE CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN.



0 30 60 Feet
SCALE: 1"=30'

NOTE:
1. BASIS OF BEARING: THE WISCONSIN STATE PLANE COORDINATE SYSTEM, NAD-83, SOUTH ZONE.
2. FIELD WORK COMPLETED AUGUST 6, 2020
3. BUILDING SURVEYED TO THE EXTERIOR OF SIDING.
4. FIELD CREW CHIEF: ERIK OLDENBURGER

LEGAL DESCRIPTION:

A PARCEL OF LAND LOCATED IN THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 36 IN TOWNSHIP 2 NORTH, RANGE 17 EAST, IN THE CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN, MORE PARTICULARLY DESCRIBED AS:

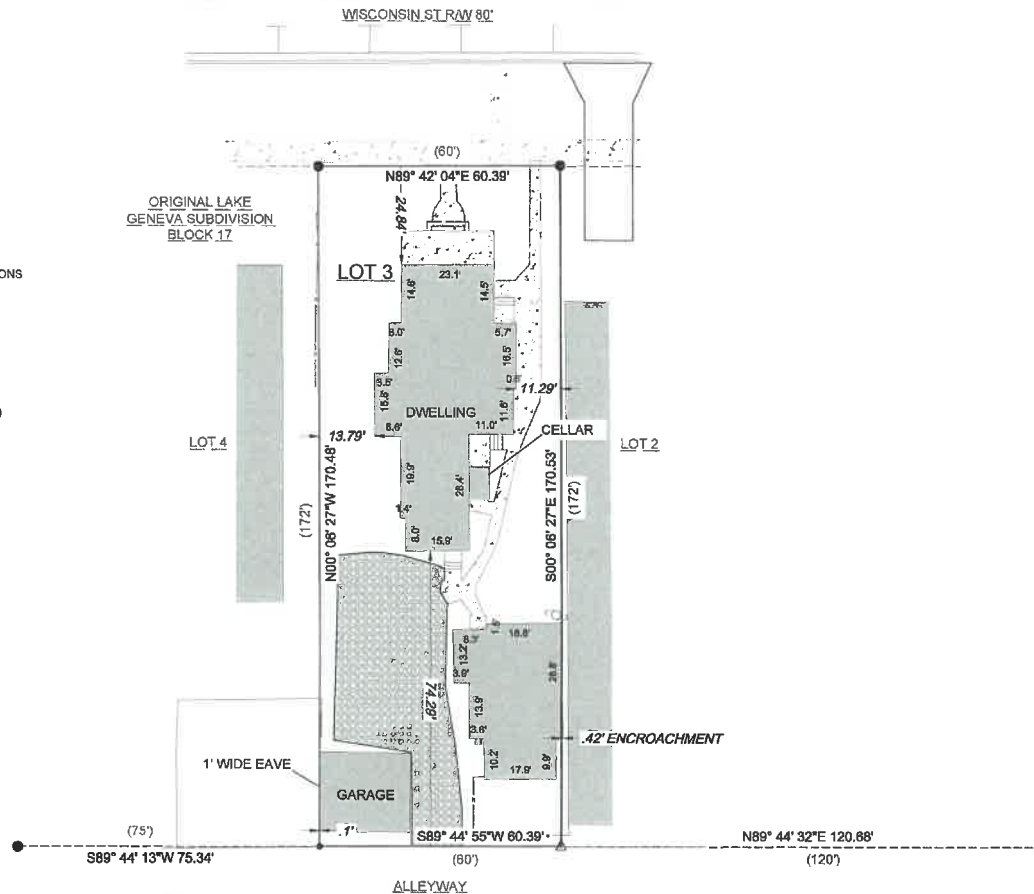
LOT 3 OF BLOCK 17 OF THE ORIGINAL LAKE GENEVA SUBDIVISION AS RECORDED IN DOCUMENT C001504A AS PER THE WALWORTH COUNTY REGISTER OF DEEDS.

EXISTING IMPERVIOUS SURFACE CALCULATIONS

LOT: 10296.28 SF

NORTH STRUCTURE: 1760.87 SF
SOUTH STRUCTURE: 904.14 SF
GARAGE: 453.16 SF
WALKWAYS/PORCHES: 960.36 SF
GRAVEL SURFACE: 1617.93 SF

TOTAL IMPERVIOUS: 4746.46 SF (46% OF LOT)



SURVEY ORDERED BY:

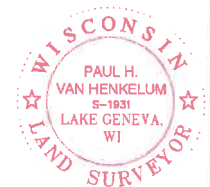
KEEFE REAL ESTATE

PROPERTY ADDRESS:

816 WISCONSIN STREET
LAKE GENEVA WI 53147

SURVEYOR:

PAUL H. VAN HENKELUM, PLS
CARDINAL ENGINEERING LLC



"I HEREBY CERTIFY THAT I HAVE SURVEYED THE ABOVE DESCRIBED PROPERTY AND THE MAP IS A TRUE AND CORRECT REPRESENTATION OF ITS EXTERIOR BOUNDARIES AND SHOWS THE SIZE AND LOCATION OF ALL VISIBLE STRUCTURES, APPARENT EASEMENTS AND ENCROACHMENTS, IF ANY."

PAUL H VAN HENKELUM, PLS #1931

DATE



CARDINAL ENGINEERING LLC
DESIGNING IN TRUE DIRECTIONS

PO BOX 281 - 1200 LA SALLE ST.
LAKE GENEVA, WI 53147
262-757-8776
CARDINALENGINEERINGWI.COM

DATE: 08/07/2020 JOB No. 20425
SHEET 1 OF 1



ROTH & SONS FENCE, INC

N5487 Kennel Rd., Elkhorn, WI 53121

262-723-4239 • Fax 262-723-7481 • rothfencelc@elknet.net

DATE 2-22-21

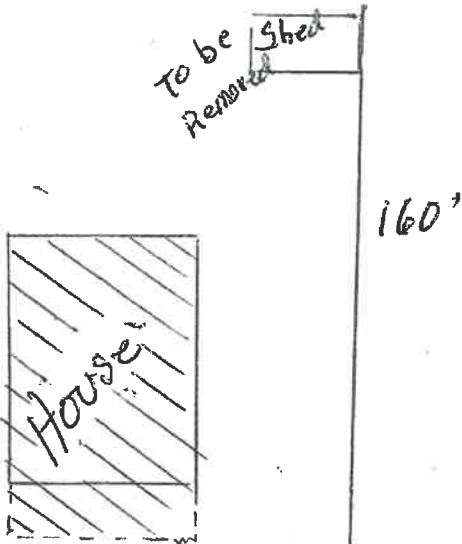
ESTIMATE # _____

INVOICE _____

NAME Jason Fischer ADDRESS 816 Wisconsin ST Lake Geneva
Jfischer@keefe rentals.com

PHONE 262 822 3505

PHONE _____



Supply & Install 6' solid cedar Privacy fence
full 4x4 Treated Cedar Post
3/4 x 6" Cedar Dog Ear Boards
3 - 2x4 - Back Rails Installed \$5824.00

Note: for good neighbor (same Both sides) add \$480.00

Wisconsin ST

DATE COMPLETED: _____

ESTIMATE AMOUNT

\$ 5824.00

One Year Warranty valid only if balance is paid within ten days. Limited warranty is for workmanship. Does not cover natural causes or damage. Your project will not be scheduled until we have a signed copy and 50% deposit. Roth Fence cannot be responsible for privet lines, drain tile, sprinkler systems or Building Permits.

CANCELLATION CHARGE

If an order is canceled and if refund is available from your deposit, it may be subject to a 20% re-stocking fee.

CONSTRUCTION LIEN NOTICE

As required by the Wisconsin construction lien law, builder hereby notifies owner that persons or companies furnishing labor or materials for the construction on owner's land may have lien rights on owner's land and buildings if not paid. Those entitled to lien rights, in addition to the undersigned builder, are those who contract directly with the owner or those who give the owner notice within 60 days after they first furnish labor or materials for construction. Accordingly, owner probably will receive notices from those who furnish labor or materials for the construction, and should give a copy of each notice received to the mortgage lender, if any. Builder agrees to cooperate with the owner and the owner's lender, if any, to see that all potential lien claimants are duly paid.

TERMS

BALANCE DUE UPON COMPLETION. All accounts over 30 days will be charged a 1.5% late fee per month on unpaid balances.

I have the authority to order the above work and do so order as outlined above. It is agreed that the seller will retain title to any equipment or material furnished until final & complete payment is made. If settlement is not made as agreed, the seller shall have the right to remove it and the seller will be held harmless for any damages resulting from the removal thereof. All work will be performed in accordance with standard practices.

I agree to pay SELLER (Roth & Sons Fence, Inc) BALANCE (total amount due) of this contract according to the terms specified above, and upon default thereof, to pay all costs of collection, including a reasonable attorney's fee and court costs and waive all rights of exception under the constitution and laws of this and any other state. There will be an additional charge for removal of existing old fences and shrubs.

The authorized person signing below hereby assumes full responsibility for location of the line upon with said fencing material is to be installed and agrees to hold the company and the contractor harmless from all claims arising from question of survey of said property or location of said lines, and from all claims for personal injury, property damage or trespass from or by means of the installation of said fence material.

AUTHORIZED SIGNATURE: _____

DATE: _____

Special Instructions

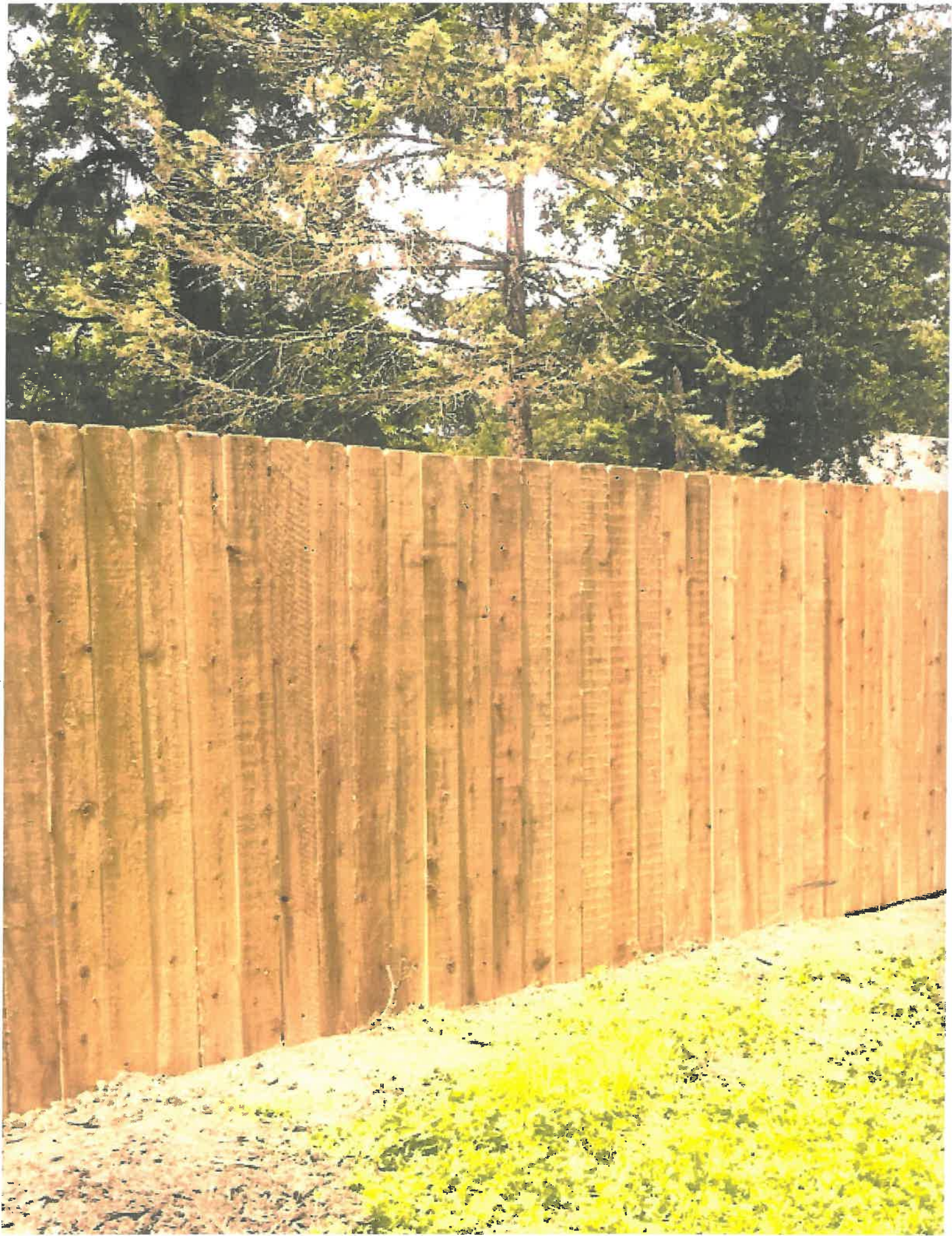
CREDITS

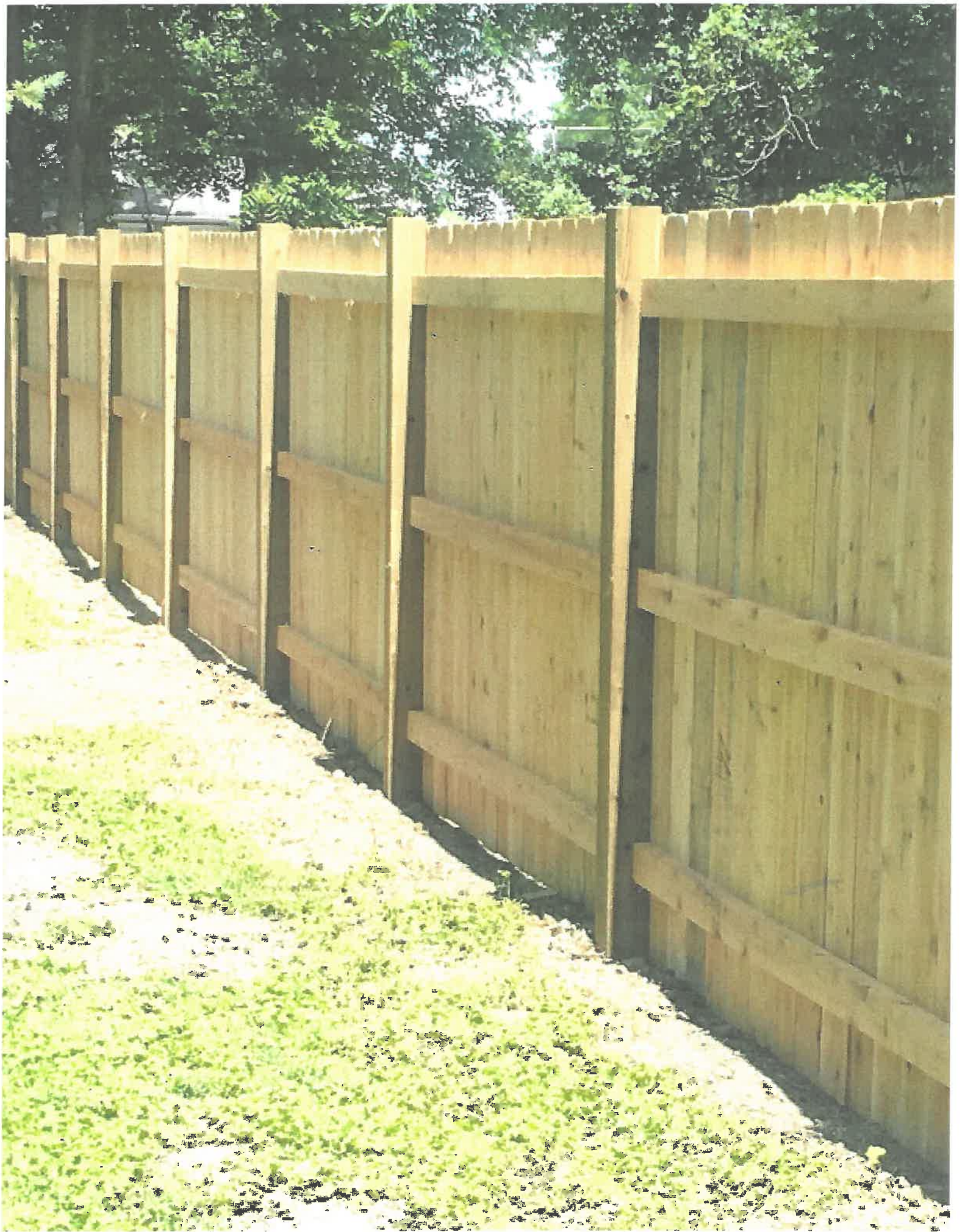
ADDITIONS

1 DEPOSIT

2 DEPOSIT

BALANCE DUE







Phone # (262) 248-3653
Fax # (262) 248-0340

www.bandjlandscape.com

PROPOSAL

W2795 KRUEGER RD.
LAKE GENEVA, WI
53147

Landscape~Hardscape~Treework

DATE	PROPOSAL #
1/18/2021	361073
Estimate By:	BLAKE

NAME / ADDRESS

KEEFE VACATION RENTALS
751 GENEVA PKWY.
PO BOX 460
LAKE GENEVA, WI 53147

PROJECT ADDRESS

816 WISCONSIN ST
LAKE GENEVA, WI

262-822-3505 JASON

QTY	DESCRIPTION	TOTAL
	LANDSCAPE WORK: BUDGET #'S LABOR AND EQUIPMENT ON PREPARING PLANTING BEDS WITH MUSHROOM COMPOST AND SHOVEL EDGE. INSTALLING NEW TREES, SHRUBS, PERENNIALS AND HARDWOOD MULCH. LAWN RESTORATION OF DISTURBED AREAS FROM CONSTRUCTION. MATERIALS, LABOR AND EQUIPMENT \$6,000.00 - \$8,000.00 NOTE: THESE ARE ROUGH ESTIMATES. PRICES TO VARY ON PROJECT CONDITION AFTER REMODEL.	

ACCEPTANCE OF PROPOSAL

ANY CHANGES OR MODIFICATIONS TO PROJECT WILL BE SUBJECT TO PROPOSAL REVISION. B&J TREE LANDSCAPE SERVICE INC. RESERVES THE RIGHT TO MODIFY THIS PROPOSAL OR DECLARE IT NULL AND VOID. PRICES SUBJECT TO CHANGE IF PROPOSAL IS NOT ACCEPTED IN IT'S ENTIRETY. ONE YEAR GUARANTEE ON ALL PLANTS, THIS DOES NOT INCLUDE SEED OR SOD. WE ACCEPT MASTERCARD, VISA, AND DISCOVER. THIS PROPOSAL MAY BE WITHDRAWN IF NOT ACCEPTED WITHIN 30 DAYS.

Subtotal \$0.00

Sales Tax (5.5%) \$0.00

*If applicable, Hardscape and
Snow Removal not taxed.*

Total \$0.00

PLEASE SIGN ONE COPY AND RETURN WITH DOWN PAYMENT. 50% DOWN PAYMENT DUE UPON ACCEPTANCE OF PROPOSAL, BALANCE DUE UPON COMPLETION OF WORK. E-mail office@bandjtree.com

CUSTOMER SIGNATURE _____

DATE _____

All material is guaranteed to be as specified. Any alteration or deviation from above specifications involving extra costs will become an extra charge over and above the estimate. All work to be completed in a professional manner according to standard practices. All agreements contingent upon weather, accidents or delays beyond our control. Owner represents that he or she is in fact the legal owner of premises on which labor and material are to be performed and must carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation insurance.

As required by the Wisconsin construction lien law, claimant hereby notifies owner that persons or companies performing, furnishing, or procuring labor, services, materials, plans, or specification for the construction on owner's land may have lien rights on owner's land and buildings if not paid. Those entitled to lien rights, in addition to the undersigned claimant, are those who contract directly with the owner or those who give the owner notice within 60 days after they perform, furnish, or procure labor, services, materials, plans or specifications for the construction. Accordingly, owner probably will receive notices from those who perform, furnish, or procure labor, services, materials, plans, or specifications for the construction, and should give a copy of each notice received to the mortgage lender, if any. Claimant agrees to cooperate with the owner and the owner's lender, if any, to see that all potential lien claimants are duly paid.

RESOLUTION OF THE COMMON COUNCIL			
Resolution authorizing the issuance of a Conditional Use Permit (CUP) filed by Starboard Properties LLC, 1334 W. Main St Lake Geneva WI 53147, for a request to utilize the SR-4 zoning setbacks in the ER-1 zoning for the property located in the Estate Residential - 1 (ER-1) zoning district for the property located at 1334 W. Main St. Tax Key Nos. ZYUP000094M			
Committee:	Plan Commission approved May 17, 2021		
Fiscal Impact:	N/A		
File Number:	21-R42	Date:	May 24, 2021

WHEREAS, the City Plan Commission has considered the application of Starboard Properties LLC, 1334 W. Main St Lake Geneva WI 53147, for a request to utilize the SR-4 zoning setbacks in the ER-1 zoning for the property located in the Estate Residential - 1 (ER-1) zoning district for the property located at 1334 W. Main St.

WHEREAS, The City Plan Commission held a Public Hearing thereon pursuant to proper notice given on May 6, 2021.

NOW, THEREFORE, BE IT RESOLVED, that the Zoning Administrator be, and is hereby authorized, to issue a Conditional Use Permit to Starboard Properties LLC, 1334 W. Main St Lake Geneva WI 53147, for a request to utilize the SR-4 zoning setbacks in the ER-1 zoning for the property located in the Estate Residential - 1 (ER-1) zoning district for the property located at 1334 W. Main St.,

Tax Key Nos. ZYUP000094M

to include all affirmative findings of fact and note staff recommendations.

1. City Engineer review and approval.

2. A maintenance plan for the rain garden, with the elements listed in WDNR Technical Standard 1009, shall be provided to the City prior to construction. 3. Silt fence location is provided on the site grading plan. The silt fence must be properly installed prior to land disturbance and maintained throughout. A stabilized construction entrance must be utilized to access the site to prevent mud or debris being tracked onto Main St. If tracking of construction debris occurs, it shall be cleaned up at the end of each day. Land disturbance shall be kept to a minimum. Restoration of the property shall take place as soon as possible after final grading.

Granted by action of the Common Council of the City of Lake Geneva this 24th day of May, 2021.

Council Action: ☐ Adopted ☐ Failed Vote _____

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

Charlene Klein, Mayor

Date

Attest:

Lana Kropf, City Clerk

Date

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: May 17, 2021

Agenda Item: 8

Applicant:

Starboard Property LLC.
1334 W. Main St
Lake Geneva WI 53147

Request:

1334 W. Main St.
Conditional Use Permit for New Single Family
Home
Estate Residential – 1 (ER-1)
Tax Key No. ZYUP00094M

Description:

The applicant is submitting for a Conditional Use Permit (CUP) request that will allow for the raze and rebuild of a new home for the property located at 1334 W. Main St., in the Estate Residential -1 (ER-1) zoning district and utilize the Single Family – 4 (SR-4) zoning standards. Tax Key No. ZYUP00094M.

Project Details from CUP Submittal

The proposed project submittal meets or exceeds all requirements of the Zoning Ordinance, with a recommendation to approve as submitted to include the review documents from the City Engineering firm, Kapur and Associates.

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

Staff Recommendation on the proposed Conditional Use Permit:

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

Memo to City of Lake Geneva

To: Fred Walling, Zoning Administrator **Date:** May 12, 2021

From: Naomi Rauch, P.E.
262-758-6032

CC: Bernard Bartelli – Michael Abraham Architecture
Dave Nord – City Administrator
Brenda Follensbee – Building and Zoning Administrative Assistant
Tom Earle – Director of Public Works
Josh Gajewski – Utility Director
Greg Governatori P.E. – Kapur & Associates, Inc.

Subject: SITE PLAN REVIEW– 1334 Main Street
Kapur Project #21.0178 Phase 03

BACKGROUND AND REQUEST:

A site plan application was submitted by Standard Property for the construction of a new 4,169 ft² single-family residence at 1334 Main Street. The proposed plans include razing of the existing structure, construction of a new residence, retaining walls, and stormwater filter strip. Proposed construction will result in approximately 37.5% impervious surface on the 40,910 ft² lot.

The following plan and calculations were submitted for review:

- **Plat of Survey, Site, Grading, Drainage & Erosion Control Plan Tax Parcel ZYUP 00094M**, prepared by Farris Hansen and Associates Inc one sheet, dated August 11, 2020 last revised 3/31/21.
- **The Private Residence 1334 W. Main Street Lake Geneva** sheets t1.0, t1.1, a1.1 – a1.4, a2.1-a2.3, dated April 16, 2021.
- **Stormwater Management Report**, 36 pages.

Comments:

Kapur has reviewed the submitted information and offers the following comments:

1. Proposed contours shall be provided on the site, grading, drainage & erosion control plan.
2. The water quality best management practice for the site is a designated filter strip. The engineering site plans shall be updated to include the location and dimensions of the required



filter strip. Please note that filter strips shall receive stormwater runoff in sheet flow conditions in order to be effective. The sheet flow areas tributary to the filter strip shall be clarified in an exhibit. The property owner is required to maintain stormwater best management practices.

3. A label of pavers exists just north of the temporary stock pile but no area is designated as being constructed with pavers.
4. The existing sanitary sewer main that crosses the lot to the south must be recorded in a 20-ft utility easement to be approved by City Staff prior to recording with the County. The Plat of Survey shall be revised to include the requested easement.
5. The construction plans shall be revised to include the existing and proposed utility connections for both water and sanitary sewer.
6. Retaining walls proposed around the concrete motor court and lakeside terrace appear to restrict stormwater runoff from overland flow. If drainage structures will be utilized in these locations, they must be shown on the construction plans.
7. Inlet protection shall be provided at the existing catch basin on Main Street directly in front of the residence.

The plans have been reviewed for conformance with generally accepted engineering practices and City of Lake Geneva policies. Although the material has been reviewed, the applicant is ultimately responsible for the thoroughness and accuracy of the plans and supplemental data and for compliance with state, county, and other local ordinances and procedures.

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

APPLICATION FOR CONDITIONAL USE

City of Lake Geneva

Site Address/Parcel No. and full Legal Description required (attach separate sheet if necessary):
1334 W Main Street, Lake Geneva WI

(See attached Survey)

Name and Address of Current Owner: Starboard Property, LLC

Telephone No. with area code & Email of Current Owner: 708.514.6593

Owner Signature: _____

Name and Address of Applicant:

Brad Borkowski

11822 Cross Creek Ct, Burr Ridge IL 60527

Telephone No. with area code & Email of Applicant: 708.514.6593

BradBorkowski@MidwestWarehouse.com

Proposed Conditional Use: CHANGE ZONING FROM ER1 TO SR-4

Zoning District in which land is located: ER-1

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

Architect = Michael Abraham

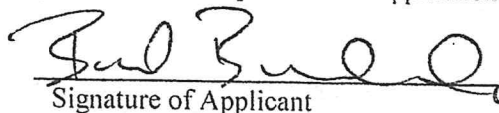
Short statement describing activities to take place on site:

NEW SINGLE FAMILY HOME

Conditional Use Fee payable upon filing application: \$400.00 [\$100.00 for Application Under Sec. 98-407(3)]

3/30/2021

Date


Signature of Applicant

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

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

I. RECORDATION OF ADMINISTRATIVE PROCEDURES

___ Pre-submittal staff meeting scheduled:

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

Follow-up pre-submittal staff meetings scheduled for:

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

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

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

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

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

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

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

II. APPLICATION SUBMITTAL PACKET REQUIREMENTS

Prior to submitting the 20 final complete applications as certified by the Zoning Administrator, the Applicant shall submit 5 initial draft application packets for staff review, followed by one revised draft final application packet based upon staff review and comments.

Initial Packet (5 Copies to Zoning Administrator)

Date: _____ by: _____

↓
Draft Final Packet (1 Copy to Zoning Administrator)

Date: _____ by: _____

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

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

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

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

III. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

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

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

3. Does the proposed conditional use, in its proposed location and as depicted on the required site plan (see Section 98-905(3)(d)), result in any substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of the Zoning Ordinance, the Comprehensive Plan, or any other plan, program, map ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development?

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

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

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

IV. FINAL APPLICATION PACKET INFORMATION

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

____ Receipt of 20 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: _____

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

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I. RECORDATION OF ADMINISTRATIVE PROCEDURES

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

Follow-up pre-submittal staff meetings scheduled for:

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

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

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

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

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

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

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

II. APPLICATION SUBMITTAL PACKET REQUIREMENTS

Prior to submitting the 20 final complete applications as certified by the Zoning Administrator, the Applicant shall submit 5 initial draft application packets for staff review, followed by one revised draft final application packet based upon staff review and comments.

Initial Packet (5 Copies to Zoning Administrator)

Date: _____ by: _____

⇓

Draft Final Packet (1 Copy to Zoning Administrator)

Date: _____ by: _____

⇓

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

____ Existing zoning district(s) (and proposed zoning district(s) if different);

____ Land use plan map designation(s);

____ Current land uses present on the subject property;

____ Proposed land uses for the subject property (per Section 98-206);

____ Projected number of residents, employees, and daily customers;

____ Proposed amount of dwelling units, floor area, impervious surface area, and landscape surface area, and resulting site density, floor area ratio, impervious surface area ratio, and landscape surface area ratio;

____ Operational considerations relating to hours of operation, projected normal and peak water usage, sanitary sewer or septic loadings, and traffic generation;

____ Operational considerations relating to potential nuisance creation pertaining to noncompliance with the performance standards addressed in Article VII (Sections 98-701-98-721) including: street access, traffic visibility, parking, loading, exterior storage, exterior lighting, vibration, noise, air pollution, odor, electromagnetic radiation, glare and heat, fire and explosion, toxic or noxious materials, waste materials, drainage, and hazardous materials;

____ If no nuisances will be created (as indicated by complete and continuous compliance with the provisions of Article VII), then include the statement "The proposed development shall comply with all requirements of Article VII.";

____ Exterior building and fencing materials (Sections 98-718 and 98-720);

____ Possible future expansion and related implications for points above;

____ Any other information pertinent to adequate understanding by the Plan Commission of the intended use and its relation to nearby properties.

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

____ (c) A Property Site Plan drawing which includes:

____ A title block which indicates the name, address and phone/fax number(s) of the current property owner and/or agent(s) (developer, architect, engineer, planner) for project;

____ The date of the original plan and the latest date of revision to the plan;

____ A north arrow and a graphic scale (not smaller than one inch equals 100 feet);

____ A reduction of the drawing at 11" x 17";

____ A legal description of the subject property;

____ All property lines and existing and proposed right-of-way lines with bearings and dimensions clearly labeled;

____ All existing and proposed easement lines and dimensions with a key provided and explained on the margins of the plan as to ownership and purpose;

____ All required building setback lines;

____ All existing and proposed buildings, structures, and paved areas, including building entrances, walks, drives, decks, patios, fences, utility poles, drainage facilities, and walls;

____ The location and dimension (cross-section and entry throat) of all access points onto public streets;

____ The location and dimension of all on-site parking (and off-site parking provisions if they are to be employed), including a summary of the number of parking stalls provided versus required by the Ordinance;

____ The location and dimension of all loading and service areas on the subject property and labels indicating the dimension of such areas;

____ The location of all outdoor storage areas and the design of all screening devices;

____ The location, type, height, size and lighting of all signage on the subject property to include a photometric plan;

____ The location, height, design/type, illumination power and orientation of all exterior lighting on the subject property -- including the clear demonstration of compliance with Section 98-707;

____ All engineering requirements for utilities, site designs, etc;

____ The location and type of any permanently protected green space areas;

____ The location of existing and proposed drainage facilities for storm water;

____ In the legend, data for the subject property on:

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

____ (d) **A Detailed Landscaping Plan** of the subject property:

- ____ Scale same as main plan (> or equal to 1" equals 100')
- ____ Map reduction at 11" x 17"
- ____ Showing the location of all required buffer yard and landscaping areas
- ____ Showing existing and proposed Landscape Point fencing
- ____ Showing berm options for meeting said requirements
- ____ Demonstrating complete compliance with the requirements of Article VI
- ____ Providing individual plant locations and species, fencing types and heights, and berm heights;

____ (e) **A Grading and Erosion Control Plan:**

- ____ Same scale as the main plan (> or equal to 1" equals 100')
- ____ Map reduction at 11" x 17"
- ____ Showing existing and proposed grades including retention walls and related devices, and erosion control measures.

____ (f) **Elevation Drawings** of proposed buildings or remodeling of existing buildings:

- ____ Showing finished exterior treatment;
- ____ With adequate labels provided to clearly depict exterior materials, texture, color and overall appearance;
- ____ Perspective renderings of the proposed project and/or photos of similar structures may be submitted, but not in lieu of adequate drawings showing the actual intended appearance of the buildings.

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

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

III.FINAL APPLICATION PACKET INFORMATION

- ____ Receipt of 5 full scale copies in blueline or blackline of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____
- ____ Receipt of 20 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: _____

- Paving Materials, Typical Sections? YES / NO
- WDNR Notice of Intent required? (Land disturbance more than 1 acre)? YES / NO
- Watermain extension required? YES / NO
- Sanitary sewer extension required? YES / NO
- SEWRPC Service Area Amendment needed? YES / NO
- Is a Chapter 30 Permit (wetland/waterway) required? YES / NO
- Proposed building/expansion dimensions _____
- Will there be signage? YES / NO type (mounted, freestanding) _____
- Exterior lighting plans? YES / NO
- What kind of noise or level of noise will the business have? _____
- Detailed property Site Plan? YES / NO Date of Plan: _____
- Green Space Calculations (Existing vs. Proposed) YES / NO
- Are landscape plans provided? YES / NO
- Is a Land Division required? YES / NO

Water/Sewer Utilities

If an existing structure please circle the following:

- Will existing sewer & water connections be used? YES / NO
- Will your project require the installation of a grease interceptor? YES / NO

If the development is Commercial or Industrial, please provide the following:

- Water service size requirement _____
- Estimated daily water usage in gallons per day _____
- Estimated maximum water flow in gallons per minute _____
- Number of bathrooms _____
- Brief description of process (if Industrial) _____

If the development is a multi-family dwelling, please provide the following:

- Number of units _____
- Number of bedrooms in each unit _____
- Water service size requirement _____

Development Review Committee (DRC) Application

Complete as much detailed information as possible to allow for a comprehensive departmental review prior to a Development Review Committee meeting. This application must be returned to the Building Inspector, with all conceptual plans, designs and other information prior to the scheduling a DRC meeting.

Applicant Information

Property Address 1334 W Main St, Lake Geneva WI
Applicant name Brad Borkowski
Applicant email BradBorkowski@MidwestWarehouse.com Phone Number 708.514.6593

Architect/Contractor/Designer Name _____
Architect/Contractor/Designer Email _____ Phone Number _____

Type of Construction: New ☒ Addition _____ Remodel _____
Type of Development: Single-family ☒ Multi-family _____ Commercial _____ Industrial _____
Type of Business _____

Engineering

Site Plans should include the following: Project title and owner's/developer's name and address noted, architect's and/or engineer's name and address noted, property boundaries and dimensions, abutting property zoning classifications, general description of building materials, façade and roof detail, setback lines indicated, easements for access, if any, 100-year floodplain identification, existing and proposed topography shown at a contour interval of one foot, indicating proposed grade and location of improvements, signage and outdoor lighting, number of parking spaces provided, type, size and location of all structures with all building dimensions shown, location of existing and general location of proposed sanitary sewers, storm sewers, water-mains, and any proposed stormwater management facilities, location, extent and type of proposed landscaping and landscaping plantings and buffers to adjacent property, including fencing or other screening, location of pedestrian sidewalks and walkways, graphic outline of any development staging that is planned, driveway locations and sizes, handicap accessibility, environmental concerns (odor, smoke, noise, graphic scale and north arrow.

- Storm water management provisions provided? YES / NO
 - As-built/certification notification
- Erosion control plan provided? YES / NO
- Wetlands, floodplains, environmental corridors, groundwater Identified. YES / NO
- Utility Plans Provided
 - Watermain
 - Sanitary Sewer
 - Storm Water
- Is a Land Division required? YES / NO
- Access points and dimensions shown? YES / NO
 - WISDOT Right-of-way?
 - County Right-of-way?
- Estimated Traffic impacts _____
 - Traffic Study Required YES/NO
 - Traffic Control Plan Required YES/NO
 - Will construction affect street parking or intersections? YES / NO

**MICHAEL - ABRAHAM
ARCHITECTURE**

148 BURLINGTON STREET
CLARENDON HILLS, ILLINOIS. 60514
PHONE (630) 655.9417
FAX (630) 655.9421

**Private Residence
1334 W. Main Street
Lake Geneva, WI**

April 1, 2021

Site Plan Review and Approval Description

The applicant is seeking a conditional use permit for 1334 W. Main Street to be zoned as SR-4, the property is currently zoned as ER-1. A plat of survey, various site plans, architectural elevations, floor plans and storm water management plans are provided to illustrate the scope of the proposed single-family residence to comply with all requirements of the SR-4 zoning district. The existing house on the site will be demolished pending approval. Please see attached sheet t1.0 for additional project information.

Sincerely,

Bernard Bartelli
Michael Abraham Architecture
bb@michael-abraham.com
630-655-9417 x301



THE PRIVATE RESIDENCE

1334 W. MAIN STREET LAKE GENEVA WI

MICHAEL ABRAHAM ARCHITECTURE

148 BURLINGTON AVENUE CLARENDON HILLS IL PHONE (630)655-9417 MICHAEL-ABRAHAM.COM

ZONING MAP



SHEET INDEX

MICHAEL ABRAHAM ARCHITECTURE
 DRAWING SET:
 COVER PAGE
 1.1.0 GENERAL INFORMATION
 1.1.1 ARCHITECTURAL SITE PLAN
 2.1.1 NORTH STREET EXTERIOR ELEVATION
 2.1.2 NORTH EXTERIOR ELEVATION
 2.1.3 SOUTH (LAND) EXTERIOR ELEVATION
 2.1.4 EAST & WEST EXTERIOR ELEVATIONS
 2.2.1 FIRST FLOOR FLOOR PLAN
 2.2.2 SECOND FLOOR PLAN
 2.2.3 BASEMENT PLAN
 FARRIS HANSEN & ASSOCIATES:
 -PRELIMINARY SITE, GRADING, DRAINAGE AND EROSION CONTROL PLAN
 -IMPERVIOUS SURFACE CALCULATIONS

PROJECT TEAM

ARCHITECTURE
 MICHAEL ABRAHAM ARCHITECTURE
 148 DURLINGTON AVENUE
 CLARKSON HILLS, ELKNOB 54914
 CONTACT:
 MICHAEL ABRAHAM
 850-655-4417
 CIVIL ENGINEERING
 FARRIS HANSEN & ASSOCIATES
 7 REDWAY COURT - P.O. BOX 451
 ELKNOB, WI 54121
 CONTACT:
 CHRIS HODGES, P.E., F.S.
 CHRIS@FARRISHANSEN.COM
 OFFICE PHONE: (262) 228-2049 EXT 24

AREA MAP



SITE MAP



PROJECT INFORMATION

ZONING DISTRICT: SR-4 SEEKING CONDITIONAL USE PERMIT FROM ER-1
 SITE INFO:
 TOTAL SITE AREA: 40,410 S.F.
 FRONT YARD SETBACK REQUIRED: 25'-0"
 FRONT YARD SETBACK PROVIDED: 45'-2"
 SIDEYARD SETBACK REQUIRED: 15' TOTAL (8' FOR SHALLEST YARD)
 SIDEYARD SETBACK PROVIDED: 11'-8" TO 4'-2"
 LAKE SETBACK REQUIRED: THE GREATER OF:
 1. 15' TO 4'-2"
 2. 7'-3" TO 8'-3" FOR SHALLEST SIDE
 LAKE SETBACK PROVIDED: 24'-5" TO 24'-10" TO BUILDING
 24'-5" TO POOL
 ALLOWABLE HEIGHT REQUIRED: 35'
 ACTUAL BUILDING HEIGHT: 34'-10" AT HIGHEST GABLE HEIGHT

FLOOR AREA:
 FIRST FLOOR: 2,514 S.F.
 SECOND FLOOR: 3,320 S.F.
 TOTAL PROPOSED FLOOR AREA: 5,834 S.F.
 ATTACHED GARAGE: 1,509 S.F.
 OUTDOOR COVERED AREAS: 1,174 S.F.
 SEE ENGINEERING PLANS FOR IMPERVIOUS SURFACE CALCULATIONS

APPLICABLE BUILDING CODES:
 -SFS CHAPTERS 220 THROUGH 229, WISCONSIN UNIFORM DWELLING CODE
 -SFS CHAPTERS 230 THROUGH 237, OF THE WISCONSIN FIRE CODE
 -SFS CHAPTER 238, AND CURRENT ADOPTED STATE NATIONAL ELECTRICAL CODE
 -SFS CHAPTER 239, LICENSES, CERTIFICATIONS AND REGISTRATIONS
 -ALL OTHER CHAPTERS OF THE WISCONSIN ADMINISTRATIVE CODE APPLICABLE TO THE PROTECTION AND MAINTENANCE OF THE PUBLIC'S HEALTH, SAFETY AND WELFARE
 -NFPA FIRE CODE

SYMBOLS & ABBREV.

— NORTH ARROW
 — MASONRY VENEER WALL
 — STIP HALL WITH 5/8" DRY WALL EACH SIDE
 — TYPICAL STIP HALL WITH SOUND INSULATION
 — SECTION CUT NUMBER
 — DETAIL DRAWING NUMBER
 — INTERIOR ELEVATION DRAWING NUMBER
 — NEW/REFRESH ELEVATION
 — TOP OF FOUNDATION/LEDGE FROM ESTABLISHED ZERO LINE
 — TOP OF WALL, PARAPET, ETC. ELEVATION
 — DRAWING TITLE
 — DRAWING SCALE
 — DOOR SIZE (WIDTH X HEIGHT)
 — DOOR TYPE, IF APPLICABLE
 — WINDOW (REFER TO PLANS AND ELEVATION FOR SIZE, TYPE & LOCATION)
 — HOT WATER HEATER
 — FROST PROOF HOSE BIB
 — GAS HOOK UP
 — ARROWS INDICATE DIRECTION OF SLOPE
 — FLOOR DRAIN

ABBREVIATIONS
 A.F.F. ABOVE FINISH FLOOR
 AND AND
 APPROX. APPROXIMATE
 C.I.P. CAST IN PLACE
 D.M.A. DRAINAGE
 E.G. EXISTING
 EXIST. EXISTING
 F.D. FLOOR DRAIN
 F.T.B. FOOTING
 M.F. MANUFACTURER
 N.T.S. NOT TO SCALE

MICHAEL ABRAHAM
 ARCHITECTURE

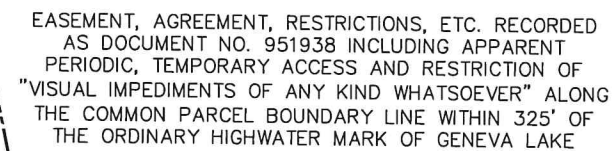
Private Residence
 1334 W. Main Street
 Lake Geneva, WI

DOCUMENT:
 Permit For Conditional Use 3.29.21

DRAWN BY:
 BB

General Building Information
 PROJECT NO:
 20077

CHECKED:
 MA





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

North Street Elevation

PROJECT NO:
20027

DRAWN BY:
BB

DOCUMENT:
Issued For Conditional Use 3.29.21

CHECKED:
MA

Private Residence
1334 W. Main Street
Lake Geneva, WI

MICHAEL ABRAHAM
ARCHITECTURE



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



SOUTH (LAKE) ELEVATION
SCALE: 1/4" = 1'-0"

212

148 BURLINGTON AVENUE

CLARENDON HILLS, ILLINOIS 60514

P 630.655.3417

MICHAEL ABRAHAM
ARCHITECTURE

1334 W. Main Street
Lake Geneva, WI

PROJECT NO:
20027

South (Lake) Elevation

DRAWN BY:
BB

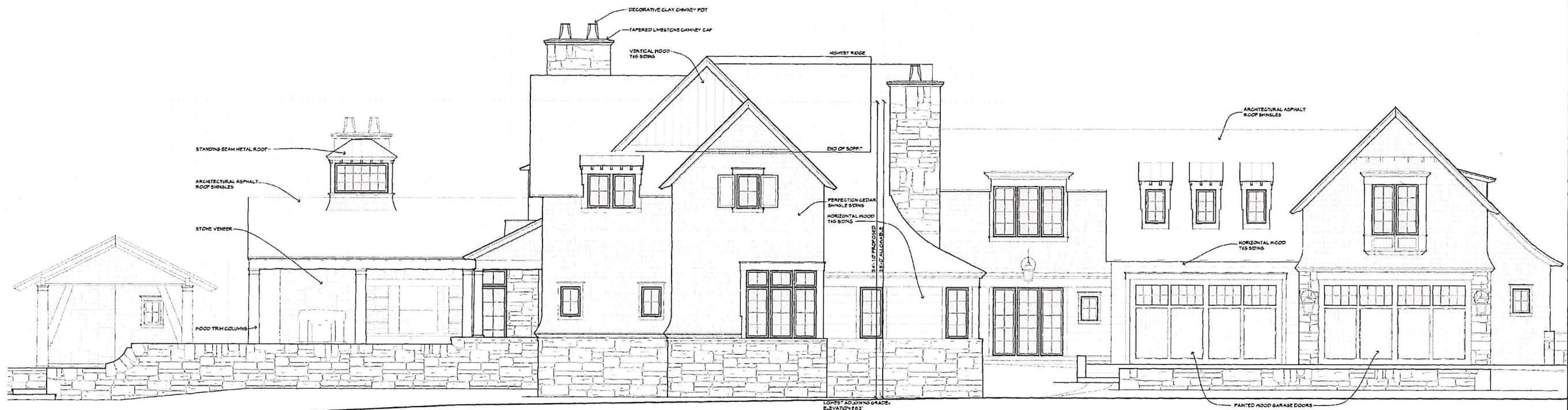
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MA

DOCUMENT:
Issued For Conditional Use 3.29.21

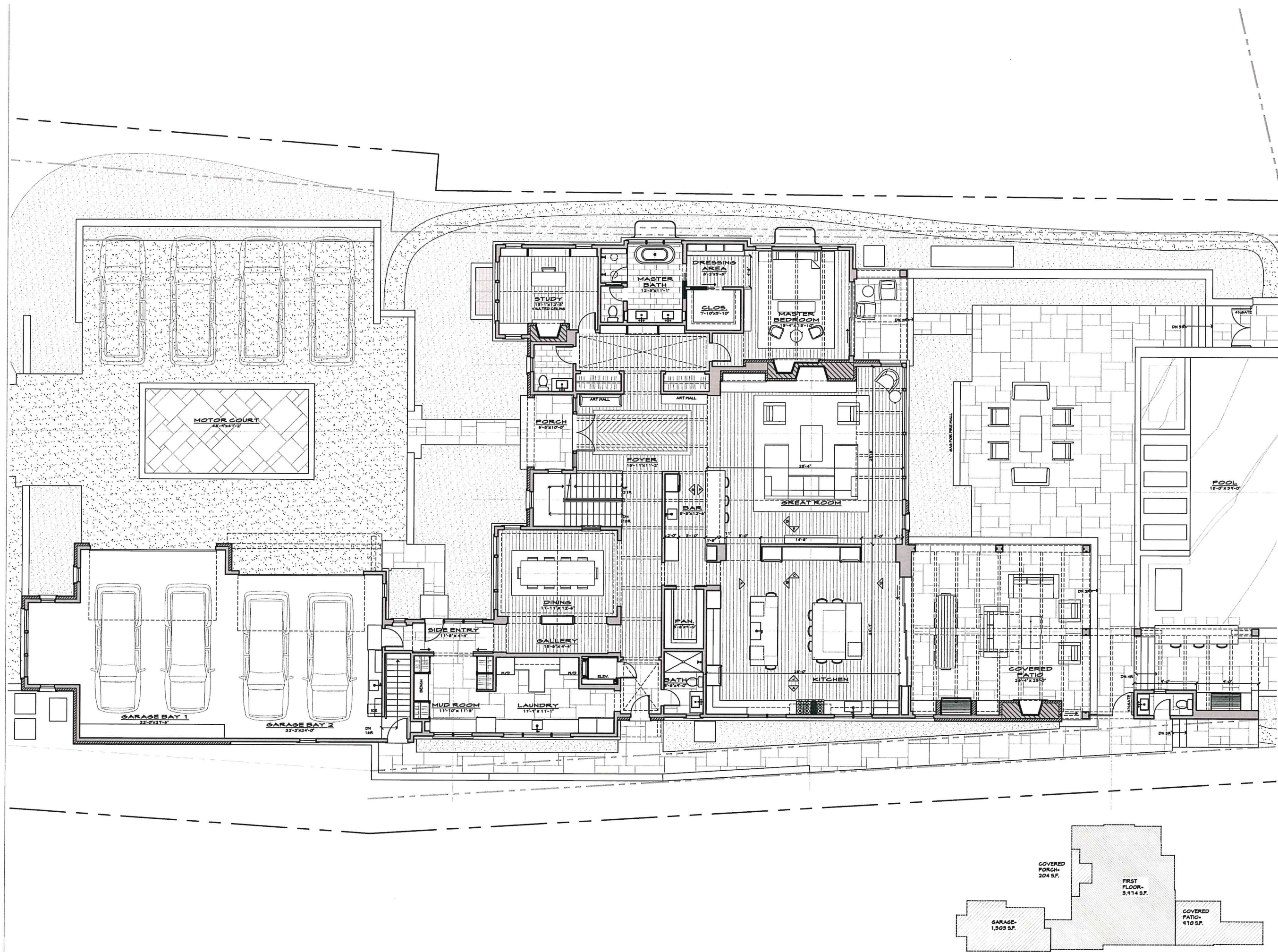
Private Residence

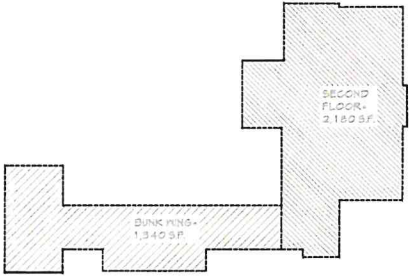
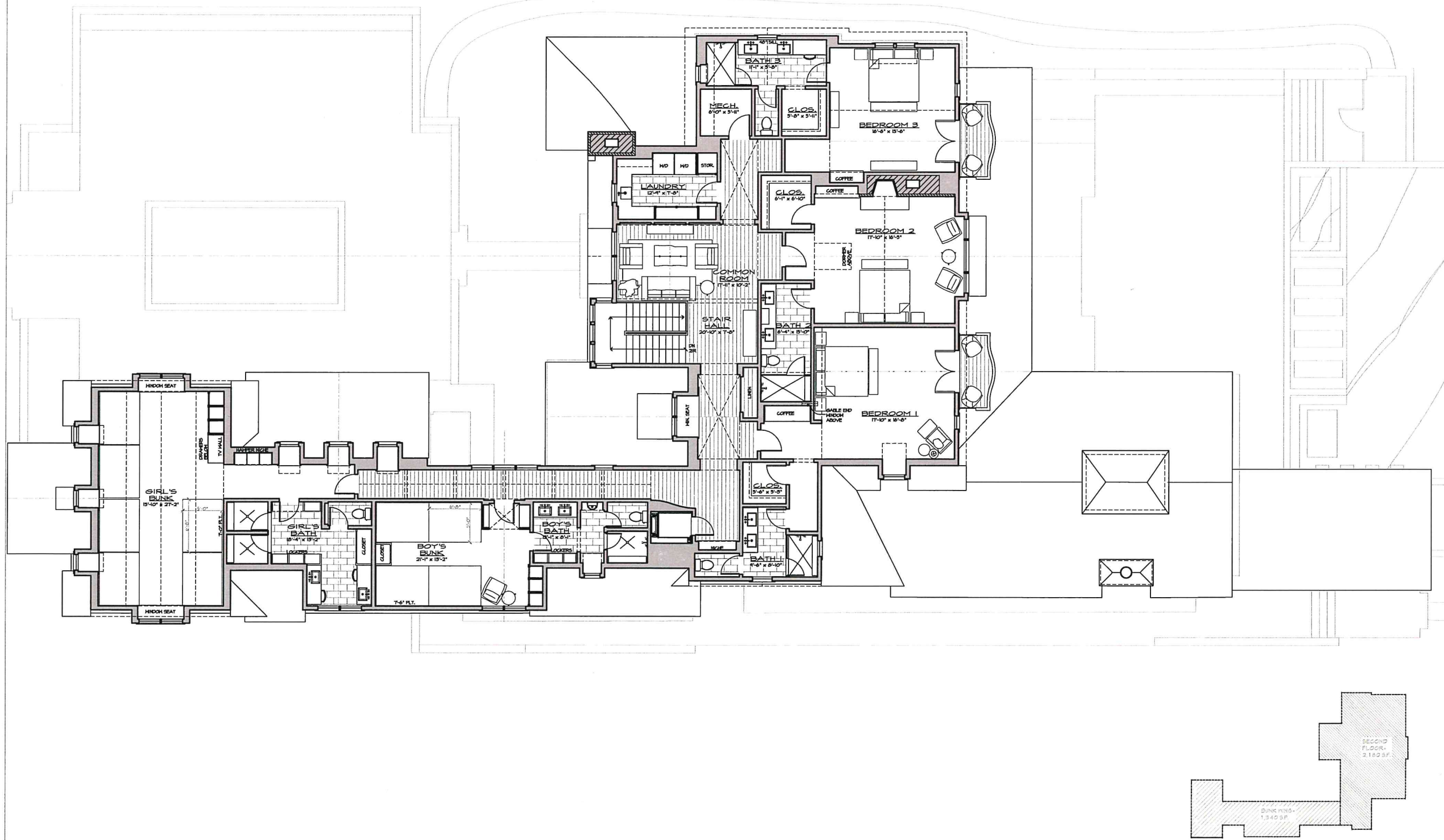


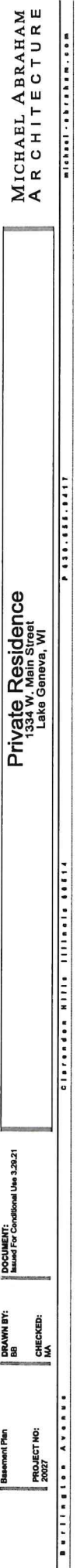
WEST ELEVATION
SCALE: 3/16" = 1'-0"



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







PLAT OF SURVEY, SITE, GRADING, DRAINAGE & EROSION CONTROL PLAN TAX PARCEL ZYUP 00094M

LOCATED IN PART OF THE SE 1/4 OF THE NE 1/4 OF SECTION 35, TOWN 2 NORTH,
RANGE 17 EAST, CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN

ASSIGNED THE SOUTHERLY RIGHT OF WAY BOUNDARY
OF MAIN STREET N 78°58'04" E

CONSTRUCTION SEQUENCE

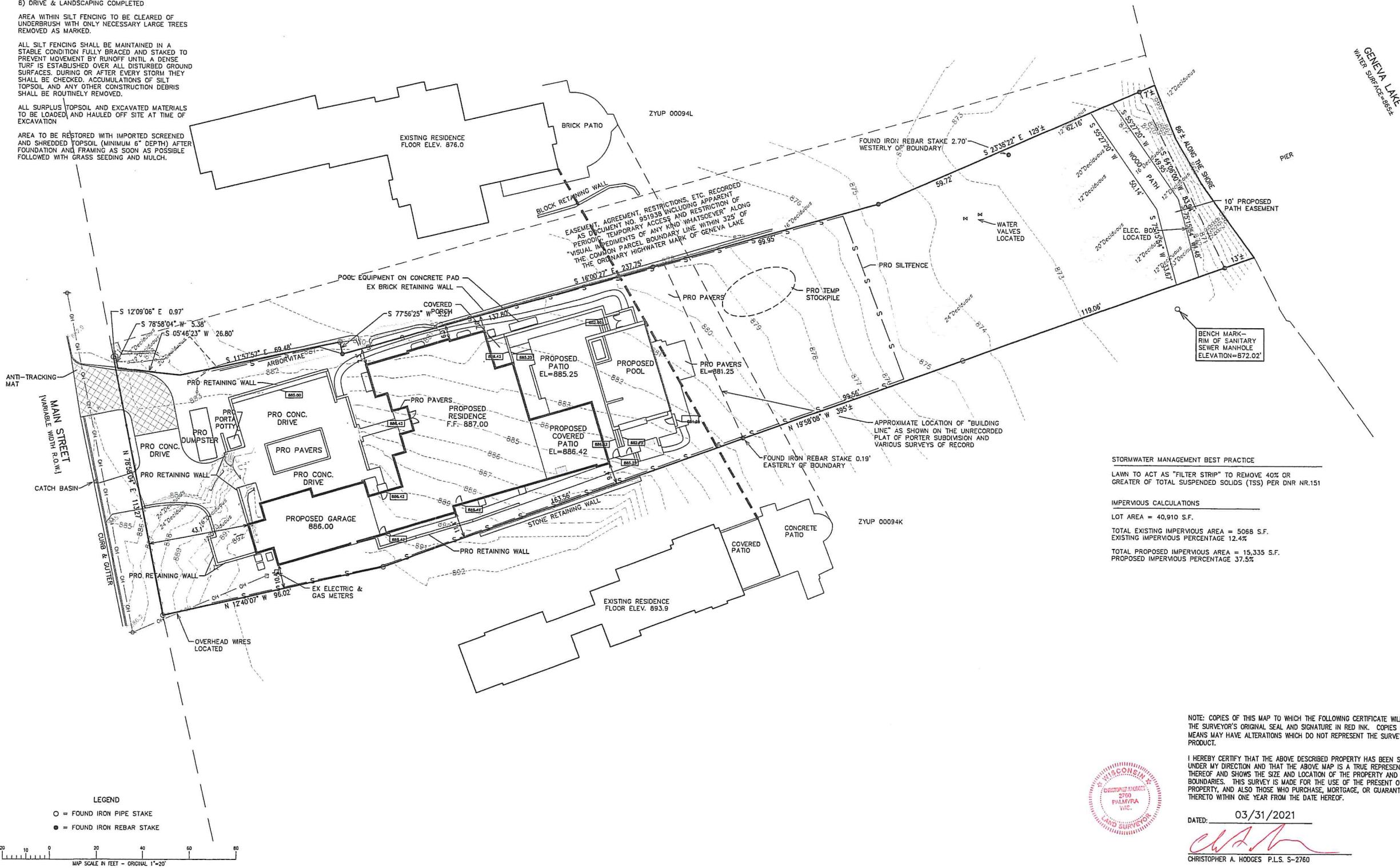
- 1) SILT FENCING INSTALLED
- 2) INSTALL ANTI-TRACKING MAT
- 3) DEMOLITION AND VEGETATION TO BE CLEARED
- 4) TOPSOIL STRIPPED
- 5) FOUNDATIONS DUG & POURED
- 6) WALLS BACKFILLED
- 7) HOME AND POOL CONSTRUCTION COMPLETED
- 8) DRIVE & LANDSCAPING COMPLETED

AREA WITHIN SILT FENCING TO BE CLEARED OF
UNDERBRUSH WITH ONLY NECESSARY LARGE TREES
REMOVED AS MARKED.

ALL SILT FENCING SHALL BE MAINTAINED IN A
STABLE CONDITION FULLY BRACED AND STAKED TO
PREVENT MOVEMENT BY RUNOFF UNTIL A DENSE
TURF IS ESTABLISHED OVER ALL DISTURBED GROUND
SURFACES. DURING OR AFTER EVERY STORM THEY
SHALL BE CHECKED. ACCUMULATIONS OF SILT
TOPSOIL AND ANY OTHER CONSTRUCTION DEBRIS
SHALL BE ROUTINELY REMOVED.

ALL SURPLUS TOPSOIL AND EXCAVATED MATERIALS
TO BE LOADED AND HAULED OFF SITE AT TIME OF
EXCAVATION

AREA TO BE RESTORED WITH IMPORTED SCREENED
AND SHREDDED TOPSOIL (MINIMUM 6" DEPTH) AFTER
FOUNDATION AND FRAMING AS SOON AS POSSIBLE
FOLLOWED WITH GRASS SEEDING AND MULCH.



STORMWATER MANAGEMENT BEST PRACTICE
LAWN TO ACT AS "FILTER STRIP" TO REMOVE 40% OR
GREATER OF TOTAL SUSPENDED SOLIDS (TSS) PER DNR NR.151

IMPERVIOUS CALCULATIONS

LOT AREA = 40,910 S.F.

TOTAL EXISTING IMPERVIOUS AREA = 5068 S.F.

EXISTING IMPERVIOUS PERCENTAGE 12.4%

TOTAL PROPOSED IMPERVIOUS AREA = 15,335 S.F.

PROPOSED IMPERVIOUS PERCENTAGE 37.5%

NOTE: COPIES OF THIS MAP TO WHICH THE FOLLOWING CERTIFICATE WILL APPLY SHOW
THE SURVEYOR'S ORIGINAL SEAL AND SIGNATURE IN RED INK. COPIES BY ANY OTHER
MEANS MAY HAVE ALTERATIONS WHICH DO NOT REPRESENT THE SURVEYOR'S WORK
PRODUCT.

I HEREBY CERTIFY THAT THE ABOVE DESCRIBED PROPERTY HAS BEEN SURVEYED
UNDER MY DIRECTION AND THAT THE ABOVE MAP IS A TRUE REPRESENTATION
THEREOF AND SHOWS THE SIZE AND LOCATION OF THE PROPERTY AND ITS EXTERIOR
BOUNDARIES. THIS SURVEY IS MADE FOR THE USE OF THE PRESENT OWNERS OF THE
PROPERTY, AND ALSO THOSE WHO PURCHASE, MORTGAGE, OR GUARANTEE THE TITLE
THEREIN WITHIN ONE YEAR FROM THE DATE HEREOF.

DATED: 03/31/2021

Christopher A. Hodges
CHRISTOPHER A. HODGES P.L.S. S-2760



SITE PLAN

1334 W. MAIN STREET,
LAKE GENEVA, WISCONSIN

WORK ORDERED BY -
BRAD BORKOWSKI
1334 W. MAIN STREET
LAKE GENEVA, WI 53147

FARRIS, HANSEN & ASSOCIATES, INC.
ENGINEERING - ARCHITECTURE - SURVEYING
7 RIDGWAY COURT P.O. BOX 437
ELKHORN, WISCONSIN 53121
OFFICE: (262) 723-2098 FAX: (262) 723-5866

REVISIONS
03/31/21
IMPROVEMENTS MOVED
OUTSIDE SHORE SETBACK

PROJECT NO.
10299
DATE
08/11/2020
SHEET NO.
1 OF 1

1334 W. MAIN STREET - LAKE GENEVA
IMPERVIOUS CALCULATIONS

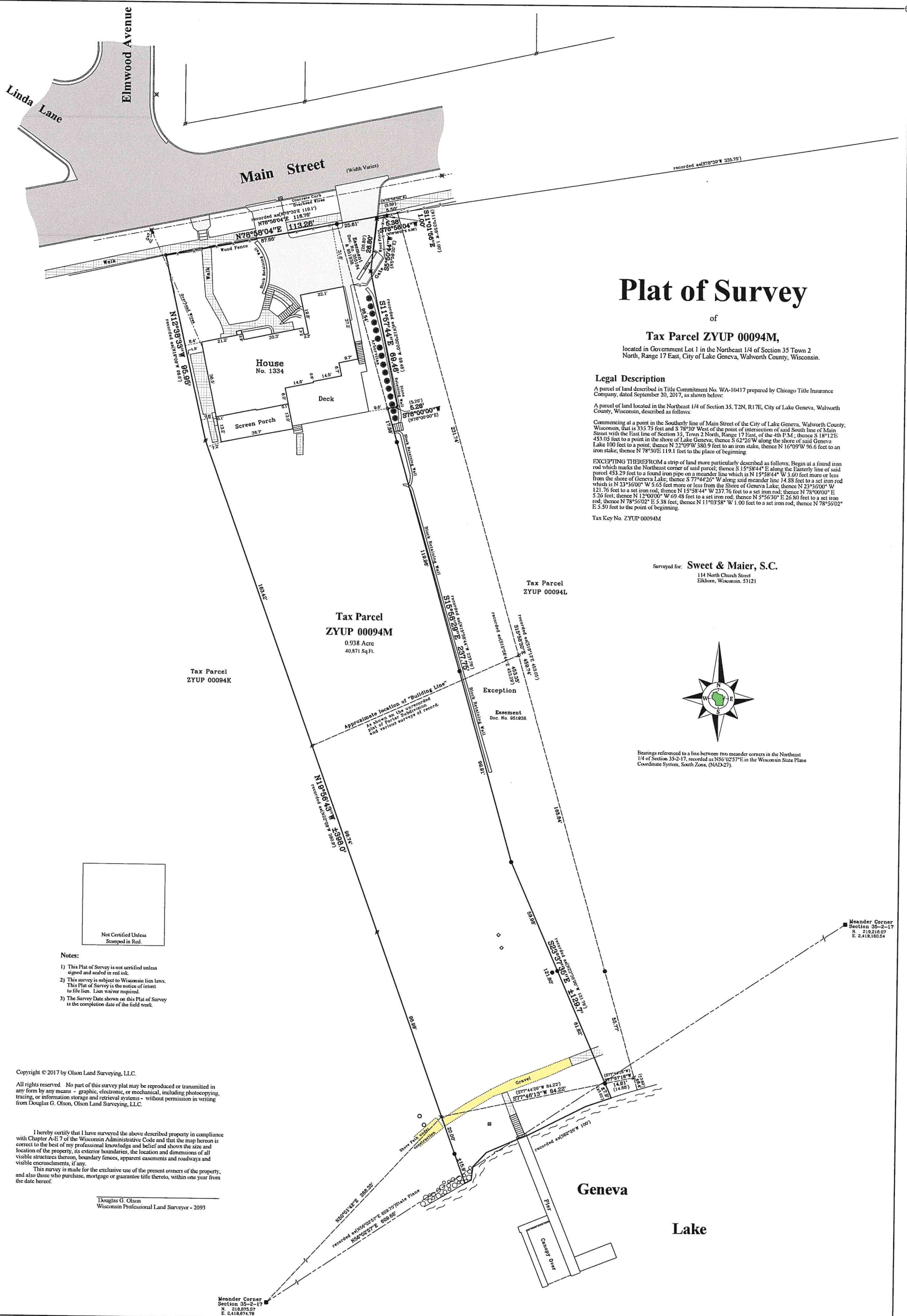
Lot Size	40910.5 s.f.	
Existing		
Ex House	3245	
Conc Drive	1823	
Total	5068 s.f.	
Ex Impervious Ratio	0.12388	12.4%

Proposed	
House	4169
Garage	1310
Drive	4701
Covered Porch	980
Patio Pavers	1269
Stairs	41
Patio Lakeside	365
Gate (covered porch)	60
Pool	990

Paver Walks	243
	365
	399
	47
	12

Gravel Walks	340
	44

	15335 s.f.	
Pro Impervious Ratio	0.374843	37.5%



Plat of Survey

of

Tax Parcel ZYUP 00094M,

located in Government Lot 1 in the Northeast 1/4 of Section 35 Town 2 North, Range 17 East, City of Lake Geneva, Walworth County, Wisconsin.

Legal Description

A parcel of land described in Title Commitment No. WA-10417 prepared by Chicago Title Insurance Company, dated September 20, 2017, as shown below:

A parcel of land located in the Northeast 1/4 of Section 35, T2N, R17E, City of Lake Geneva, Walworth County, Wisconsin, described as follows:

Commencing at a point in the Southerly line of Main Street of the City of Lake Geneva, Walworth County, Wisconsin, that is 335.75 feet and S 78°30' West of the point of intersection of said South line of Main Street with the East line of Section 35, Town 2 North, Range 17 East, of the 4th P.M., thence S 18°12'E 453.05 feet to a point in the shore of Lake Geneva; thence S 62°26'W along the shore of said Lake Geneva 100 feet to a point; thence N 22°09'W 380.9 feet to an iron stake, thence N 16°09'W 96.6 feet to an iron stake; thence N 78°30'E 119.1 feet to the place of beginning.

EXCEPTING THEREFROM a strip of land more particularly described as follows, Beginning at a found iron rod which marks the Northeast corner of said parcel; thence S 15°58'44" E along the Easterly line of said parcel 453.29 feet to a found iron rod; thence S 31°55'44" E along the southerly line of said parcel 100.00 feet to the shore of Geneva Lake; thence S 77°44'26" W along said meander line 14.88 feet to a set iron rod; thence N 23°36'00" W S 65 feet more or less from the Shore of Geneva Lake; thence N 23°36'00" W 121.76 feet to a set iron rod; thence N 15°58'44" W 237.76 feet to a set iron rod; thence N 78°00'00" E 20.00 feet to a set iron rod; thence N 78°00'00" E 20.00 feet to a set iron rod; thence N 55°56'30" E 26.80 feet to a set iron rod; thence N 78°50'02" E 5.38 feet; thence N 11°03'58" W 1.00 feet to a set iron rod; thence N 78°50'02" E 5.50 feet to the point of beginning.

Tax Key No. ZYUP 00094M

Surveyed for: **Sweet & Maier, S.C.**

114 North Church Street
Elkhorn, Wisconsin 53121



Bearings referenced to a line between two meander corners in the Northeast 1/4 of Section 35-2-17, recorded as N56°02'57"E in the Wisconsin State Plane Coordinate System, South Zone, (NAD-27).

Not Certified Unless
Stamped in Red.

Notes:

- 1) This Plat of Survey is not certified unless signed and sealed in red ink.
- 2) This survey is subject to Wisconsin lien laws. This Plat of Survey is the notice of intent to file lien. Lien waiver required.
- 3) The Survey Date shown on this Plat of Survey is the completion date of the field work.

Copyright © 2017 by Olson Land Surveying, LLC.

All rights reserved. No part of this survey plat may be reproduced or transmitted in any form by any means - graphic, electronic, or mechanical, including photocopying, tracing, or information storage and retrieval systems - without permission in writing from Douglas G. Olson, Olson Land Surveying, LLC.

I hereby certify that I have surveyed the above described property in compliance with Chapter A-E 7 of the Wisconsin Administrative Code and that the map hereon is correct to the best of my professional knowledge and belief and shows the size and location of the property, its exterior boundaries, the location and dimensions of all visible structures thereon, boundary fences, apparent easements and roadways and visible encroachments, if any.

This survey is made for the exclusive use of the present owners of the property, and also those who purchase, mortgage or guarantee title thereto, within one year from the date hereof.

Douglas G. Olson
Wisconsin Professional Land Surveyor - 2093

Sheet 1 of 1 Sheets

Drawing Name:

Job Reference Number

2017.112

Legend of Symbols & Abbreviations

- Found County Section Corner
 ● Found Iron Pipe ✕ Found PK Nail
 ● Found Iron Rod ✕ Set Cut Cross
 ○ Set Iron Pipe, 1" dia.
 () Recorded Information
 ■ Utility Pole □ Catch Basin
 ■ Utility Pedestal
 ○ Manhole
 ○ Water Valve
 — Asphalt Surface
 — Concrete Surface
 — Gravel Surface
 — Brick Pavers or Flagstone

N North
S South
E East
W West
In Bearings
 ° Degrees
 ' Minutes
 " Seconds
In Distances
 ' Feet
 " Inches
No. Number
NW. Northwest
NE. Northeast
Dia. Diameter



OLSON
LAND SURVEYING, LLC
Rural | Residential | Commercial

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

Scale in Feet

 $1'' = 20'$ 

Survey date: October 11, 2017.

Revisions: No. 1 - Easement.

RESOLUTION OF THE COMMON COUNCIL			
Resolution authorizing the issuance of a Conditional Use Permit (CUP) filed by Christopher Meisner 1310 St. Andrews Rd. Lake Geneva, for an addition to the home and request to utilize the SR-4 zoning setbacks in the ER-1 zoning for the property located in the Estate Residential - 1 (ER-1) zoning district for the property located at 1886 Geneva Bay Dr., Tax Key No. ZGB00024			
Committee:	Plan Commission approved May 17, 2021		
Fiscal Impact:	N/A		
File Number:	21-R43	Date:	May 24, 2021

WHEREAS, the City Plan Commission has considered the application of Christopher Meisner 1310 St. Andrews Rd. Lake Geneva, for an addition to the home and request to utilize the SR-4 zoning setbacks in the ER-1 zoning for the property located in the Estate Residential - 1 (ER-1) zoning district for the property located at 1886 Geneva Bay Dr.

WHEREAS, The City Plan Commission held a Public Hearing thereon pursuant to proper notice given on May 6, 2021.

NOW, THEREFORE, BE IT RESOLVED, that the Zoning Administrator be, and is hereby authorized, to issue a Conditional Use Permit to Christopher Meisner 1310 St. Andrews Rd. Lake Geneva, for an addition to the home and request to utilize the SR-4 zoning setbacks in the ER-1 zoning for the property located in the Estate Residential - 1 (ER-1) zoning district for the property located at 1886 Geneva Bay Dr.,

Tax Key Nos. ZGB00024.

to include all affirmative findings of fact and note staff recommendations.

Granted by action of the Common Council of the City of Lake Geneva this 24th day of May, 2021.

Council Action: ☐ Adopted ☐ Failed Vote _____

Mayoral Action: ☐ Accept ☐ Veto

Charlene Klein, Mayor

Date

Attest:

Lana Kropf, City Clerk

Date

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: May 17, 2021

Agenda Item: 9

Applicant:
Christopher & Anna Meisner
1310 St. Andrews Rd.
Lake Geneva

Request: Conditional Use Permit
1886 Geneva Bay Dr.
House addition
Estate Residential – 1 (ER-1)
Tax Key No. ZGB00024

Description:

The applicant is submitting a proposal for a Conditional Use Permit (CUP) request that will allow for the installation of a home addition for the property located at 1886 Geneva Bay Dr. in the Estate Residential -1 (ER-1) zoning district and utilize the Single Family – 4 (SR-4) zoning standards. Tax Key No. ZGB00024.

Project Details from CUP Submittal

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

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 Limited CUP;
- Include *findings* required by the Zoning Ordinance for CUPs; and,
- Provide specific suggested *requirements* 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:
- a. In general, the proposed limited 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.
- B. If, after the public hearing, the Commission wishes to recommend denial, then the appropriate fact finding would be one or more of the following:
- a. In general, the proposed conditional use is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
 - b. Specific to this site, the proposed conditional use is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
 - c. The proposed conditional use in its proposed location, and as depicted on the required site plan does result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of the Zoning Ordinance, the Comprehensive Plan or any other plan, program, map, or ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development.

- d. The proposed conditional use does not maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.
- e. The proposed conditional use is not located in an area that will be adequately served by, and will impose an undue burden on any of the improvements, facilities, utilities or services provided by public agencies serving the subject property.
- f. The potential public benefits of the proposed conditional use do not outweigh all potential adverse impacts of the proposed conditional use after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.

Staff Recommendation on the proposed Conditional Use Permit:

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

APPLICATION FOR CONDITIONAL USE

City of Lake Geneva

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

1886 Geneva Bay Drive, Lake Geneva, WI 53147
Tax Key No. ZGB00024

Name and Address of Current Owner: Christopher & Anna Meisner

1310 St. Andrews Rd., Lake Geneva, WI 53147

Telephone No. with area code & Email of Current Owner: 262-903-7009

chris@meisneraircraft.com

Owner Signature: 

Name and Address of Applicant:

Christopher & Anna Meisner

1310 St. Andrews Rd., Lake Geneva, WI 53147

Telephone No. with area code & Email of Applicant: 262-903-7009

chris@meisneraircraft.com

Proposed Conditional Use: Reference zoning ordinance: 98-407(3)

Substandard, existing lot currently zoned ER-1 requesting
CUP to utilize SR-4 zoning requirements.

Zoning District in which land is located: Estate Residential District: ER-1

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

Project 2 Design + Studio LLC: 1835 Dodge St., Lake Geneva, WI 53147
Schubert Contracting: 7014 284th Ave., Eden, WI 53148

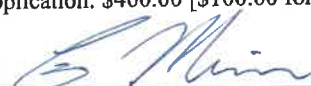
Short statement describing activities to take place on site:

The owners propose to renovate & update the
existing single family residence located within the
subdivision of Geneva Bay Estates, City of Lake
Geneva, for their growing family.

Conditional Use Fee payable upon filing application: \$400.00 [\$100.00 for Application Under Sec. 98-407(3)]

4/22/2021

Date


Signature of Applicant

April 1, 2021

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

Dear Mr. Fred Walling & Members of the Plan Commission:

Christopher and Anna Meisner purchased a single family residence at 1886 Geneva Bay Drive located in the subdivision of Geneva Bay Estates, City of Lake Geneva on December 1st 2020. The existing home was in need of repair and safety updates throughout. The owners propose to renovate and update the existing home to fit their growing family, adding function and beautification to the existing neighborhood.

Said property is located in Lot 24, Block 1, of the Geneva Bay Estates Subdivision with the Tax Key No. 00024. The property is currently zoned as Estate Residential District (ER-1) under the current City of Lake Geneva Zoning Ordinance. This lot is legally substandard, and not limited to, lot width / area and setbacks. ER-1 zoning requires minimum lot width of 150' and minimum lot area of 40,000 square feet. Currently, the lot is substandard considering the lot width of approximately 118' and lot area of approximately 24,394 square feet (.56 acres). Additionally, the residence's setbacks are substandard with consideration of ER-1 setbacks of 25' street & 30' side yard. Given the lot configuration and the existing residence footprint, the Meisners request *Conditional Use Approval* to renovate within the existing footprint and expand vertically within the existing footprint.

As stated in the current City of Lake Geneva Zoning Ordinance, 98.407 (3), "Existing legal lots of record that are now substandard in any way, and that are zoned ER-1 shall be considered as legal substandard lots. For new dwellings or building additions on such lots, *Conditional Use Permit* may be sought to enable the granting of permission to use the lot width, lot frontage, lot area and setback requirements of the SR-4 District."

SR-4 Zoning District allows for a minimum lot area of 9,000 square feet; minimum lot width of 75'; minimum street frontage of 50'; street setback of 25'; side lot setback of combined 15' (minimum of 6'); and rear lot line setback of 30'.

Listed below are required packet documents:

1. Application for Conditional Use and appropriate fee.
2. Agreement for Services.
3. City of Lake Geneva Zoning Map: Indicates subject property location; zoning districts; properties within 300'.
4. Certified Survey Map.
5. Site Plan including graphic scale; north arrow; SR-4 & ER-1 setbacks.
6. Justification of the Proposed Conditional Use.
7. Existing Floor Plan and Exterior Elevations.
8. Preliminary proposed floor plan and exterior elevations.

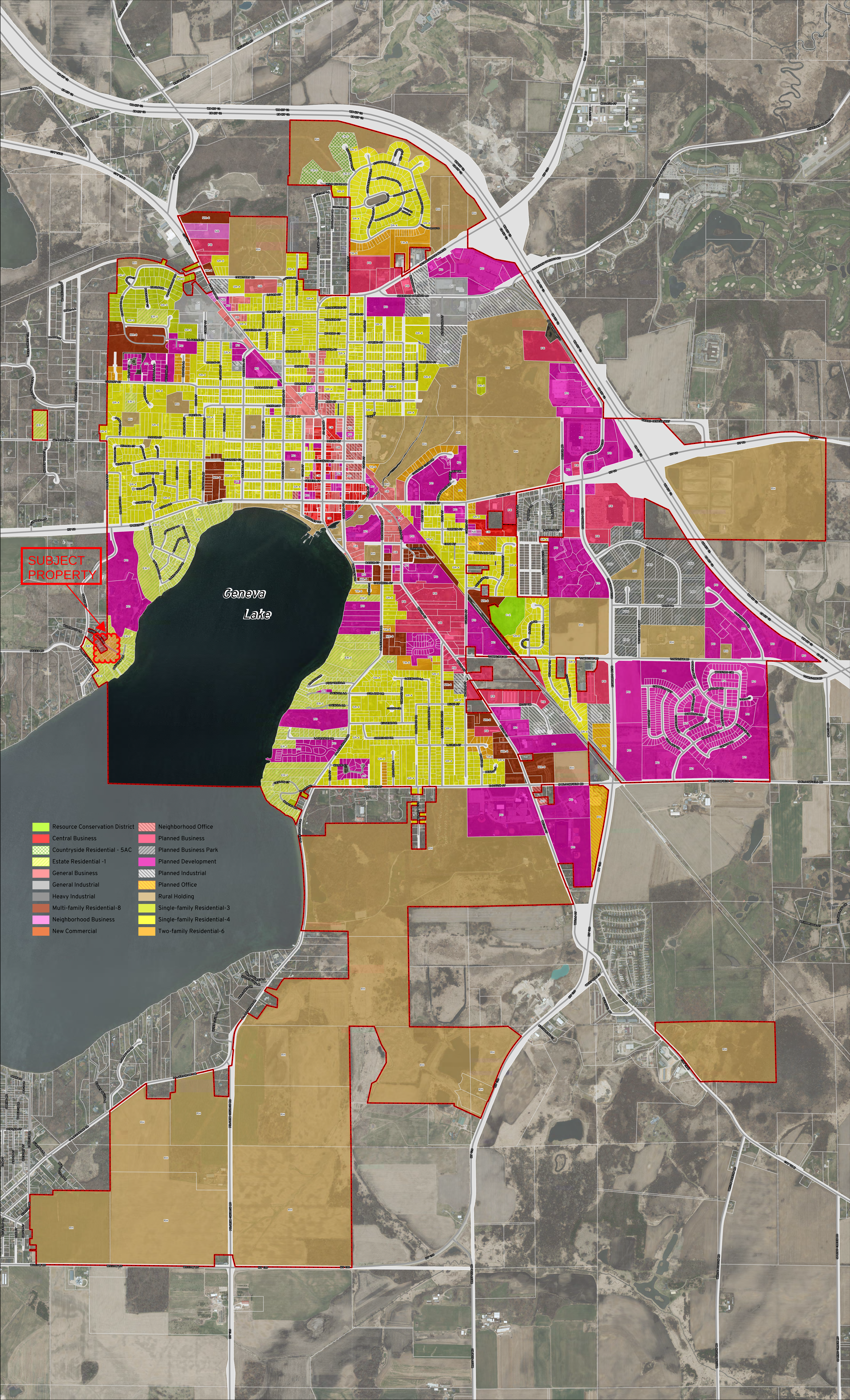
We appreciate your consideration for our project. Please contact me directly for any additional information that may be of use or with any questions.

Regards,

Christopher Meisner

chris@meisneraircraft.com

CITY OF LAKE GENEVA ZONING MAP

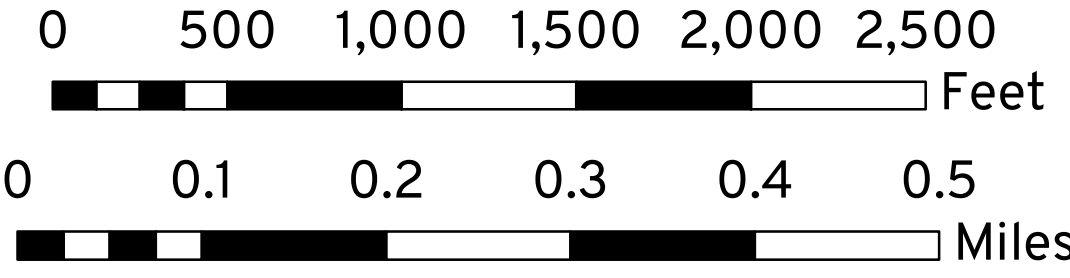


- | | |
|--------------------------------|-----------------------------|
| Resource Conservation District | Neighborhood Office |
| Central Business | Planned Business |
| Countryside Residential - 5AC | Planned Business Park |
| Estate Residential -1 | Planned Development |
| General Business | Planned Industrial |
| General Industrial | Planned Office |
| Heavy Industrial | Rural Holding |
| Multi-family Residential-8 | Single-family Residential-3 |
| Neighborhood Business | Single-family Residential-4 |
| New Commercial | Two-family Residential-6 |



City of Lake Geneva

Zoning Map on Aerial Background





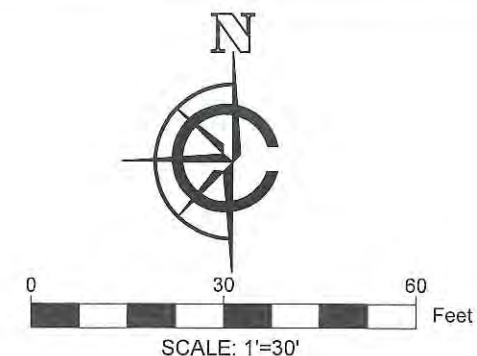
CERTIFIED SURVEY MAP

LEGEND

- FOUND 1" IRON PIPE
- FOUND IRON ROD
- SET 1" IRON PIPE
- (XX) RECORDED AS
-  EXISTING CONCRETE
-  EXISTING ASPHALT DRIVE
-  EXISTING BUILDING
-  POWER POLE

PLAT OF SURVEY

A PARCEL OF LAND LOCATED IN THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 AND THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 35, TOWNSHIP 2 NORTH, RANGE 17 EAST, AND THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 AND THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 2, TOWNSHIP 1 NORTH, RANGE 17 EAST, IN THE CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN.



- NOTE:
1. BASIS OF BEARING: THE WISCONSIN STATE PLANE COORDINATE SYSTEM, NAD-83, SOUTH ZONE.
 2. FIELD WORK COMPLETED FEBRUARY 25TH, 2021
 3. BUILDING SURVEYED TO THE EXTERIOR OF SIDING.
 4. FIELD CREW CHIEF: LOGAN RANDLE

LEGAL DESCRIPTION:

A PARCEL OF LAND LOCATED IN THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 AND THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 35, TOWNSHIP 2 NORTH, RANGE 17 EAST, AND THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 AND THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 2, TOWNSHIP 1 NORTH, RANGE 17 EAST, IN THE CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN, MORE PARTICULARLY DESCRIBED AS:

LOT 24 IN BLOCK 1 OF GENEVA BAY ESTATES, AS RECORDED IN DOCUMENT #P480674 AT THE WALWORTH COUNTY REGISTER OF DEEDS.

SURVEY ORDERED BY:

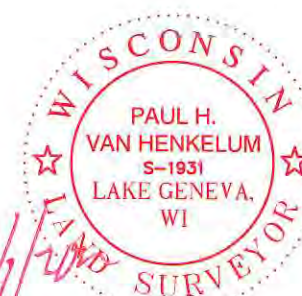
CHRIS MEISNER

PROPERTY ADDRESS:

1886 GENEVA BAY DR
LAKE GENEVA, WI 53147

SURVEYOR:

PAUL H. VAN HENKELUM, PLS
CARDINAL ENGINEERING LLC



"I HEREBY CERTIFY THAT I HAVE SURVEYED THE ABOVE DESCRIBED PROPERTY AND THE MAP IS A TRUE AND CORRECT REPRESENTATION OF ITS EXTERIOR BOUNDARIES AND SHOWS THE SIZE AND LOCATION OF ALL VISIBLE STRUCTURES, APPARENT EASEMENTS AND ENCROACHMENTS, IF ANY."

PAUL H VAN HENKELUM, PLS #1931

DATE



CARDINAL ENGINEERING LLC
DESIGNING IN TRUE DIRECTIONS

PO BOX 281 - 1200 LA SALLE ST.
LAKE GENEVA, WI 53147
262-757-8776
CARDINALENGINEERINGWI.COM

DATE: 03/01/2021 JOB No. 20535
SHEET 1 OF 1 JBM





SITE PLAN

JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

April 1, 2021

Justification of the Proposed Conditional Use

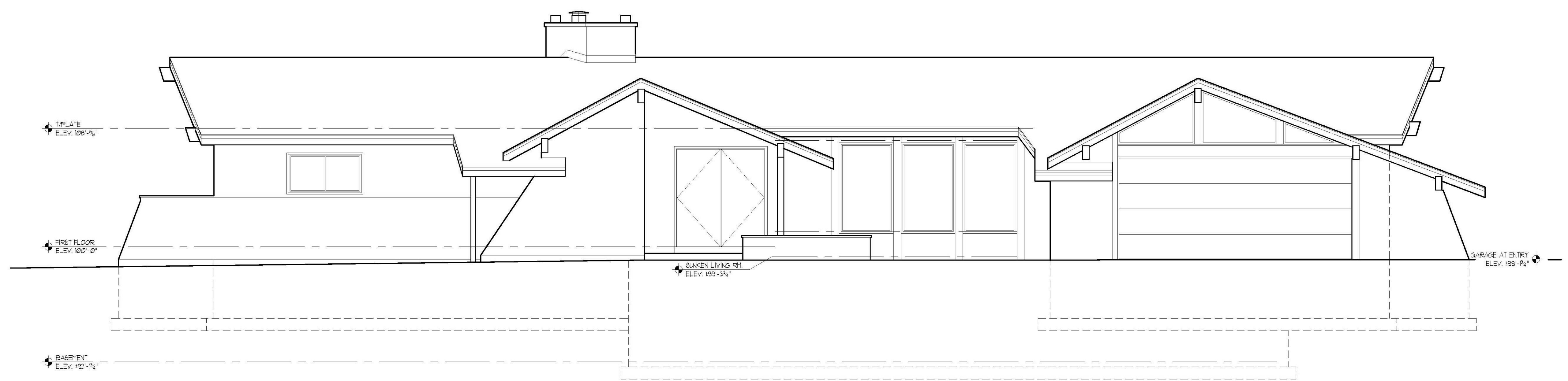
1. The proposed Conditional Use is intended to allow a renovation and vertical expansion within the SR-4 zoning requirements. This use is in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva. Due to Geneva Bay Estates being subdivided prior to the adoption of the current City of Lake Geneva Zoning Ordinance, many existing lots do not meet the current ER-1 Residential Bulk Standards and therefore the need for a Conditional Use for compliance.
2. With consideration of lakeshore properties (properties with lake rights), ER-1 Residential Bulk Standards set limitations for property division therefore managing the development of these lots. Our interpretation is the City of Lake Geneva did not intentionally impede project renovations on legal substandard lots. The proposed renovation and updated single family residence would comply with SR-4 zoning requirements. This use is in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva.
3. The proposed Conditional Use would not have an adverse impact on nearby properties, however, just the opposite. The proposed renovation would add beautification to the existing neighborhood by adding character to the residence and having a well fitted design with other existing residences. No adverse impacts are foreseen in consideration with the public health, safety, or general welfare.
4. The proposed Conditional Use maintains the urban planning vision of the City of Lake Geneva following the current Land Use Map and in this specific area, high quality homes. Numerous residences in Geneva Bay Estates have been constructed, renovated and updated in recent years and so following a similar quality of land use is our primary goal.
5. We do not foresee an undue burden on any facilities, utilities or services provided by public agencies. Currently, the existing residence is connected to the City sanitary sewer system and a private well, in good standing.

6. The public benefits in this project definitely outweigh the adverse impacts by providing a single family residence that not only complies with SR-4 zoning requirements, but overall, brings an updated and beautiful home to an existing neighborhood. Granting the Conditional Use, allowing the renovation and vertical expansion of the existing home (already in disrepair) adds to the overall character of the neighborhood in a very positive way. Aligning with the City of Lake Geneva's urban planning visions and maintaining compliance with SR-4 zoning requirements adds to public benefit.

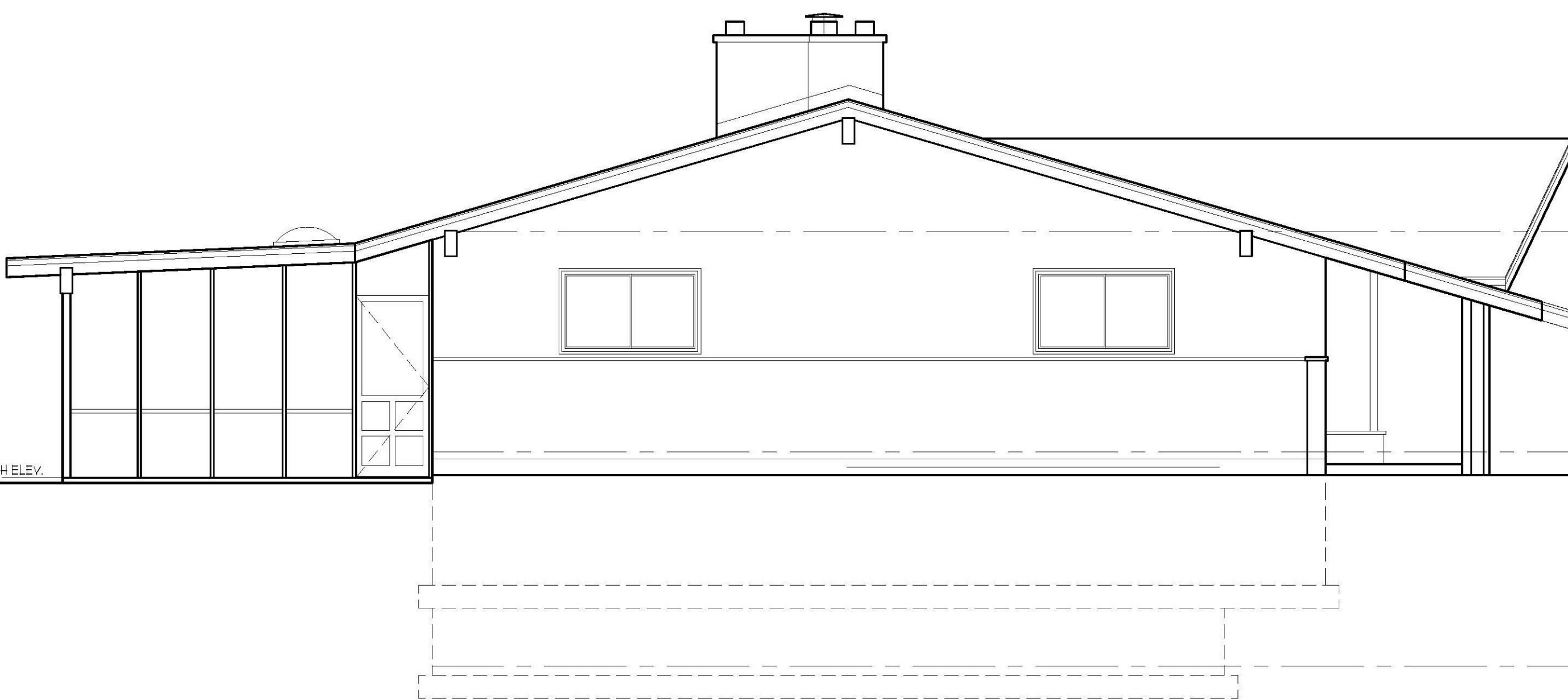


EXISTING FLOOR PLAN & EXTERIOR ELEVATIONS

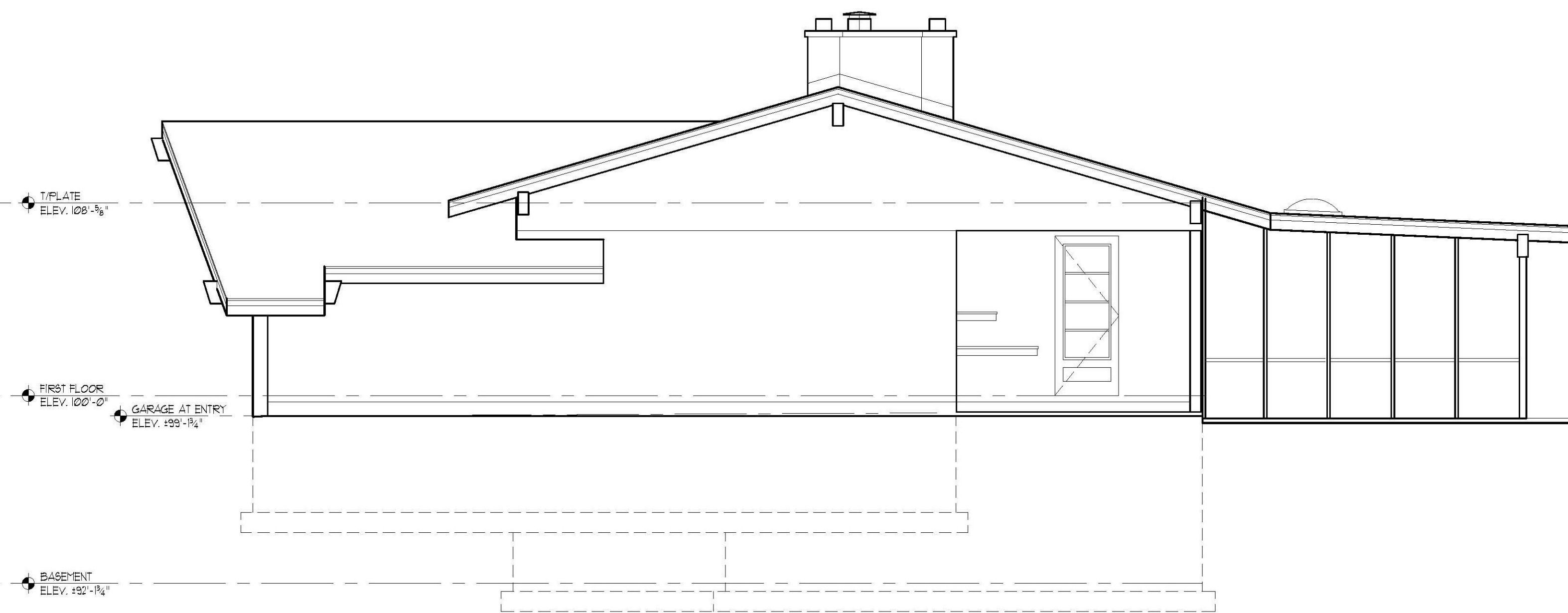




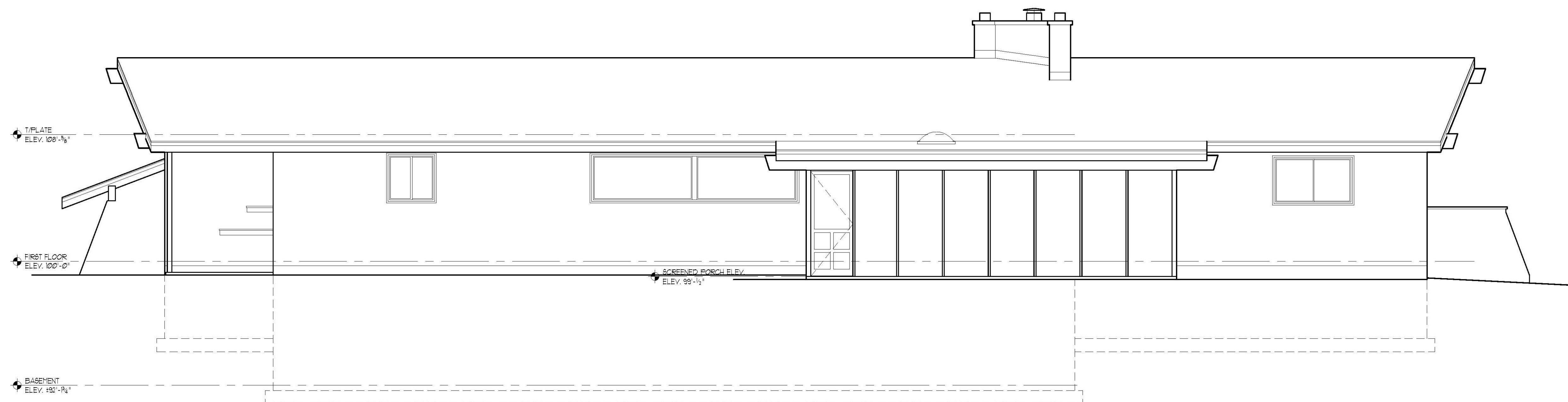
EXISTING EAST ELEVATION
SCALE: 1/4" = 1'-0"



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



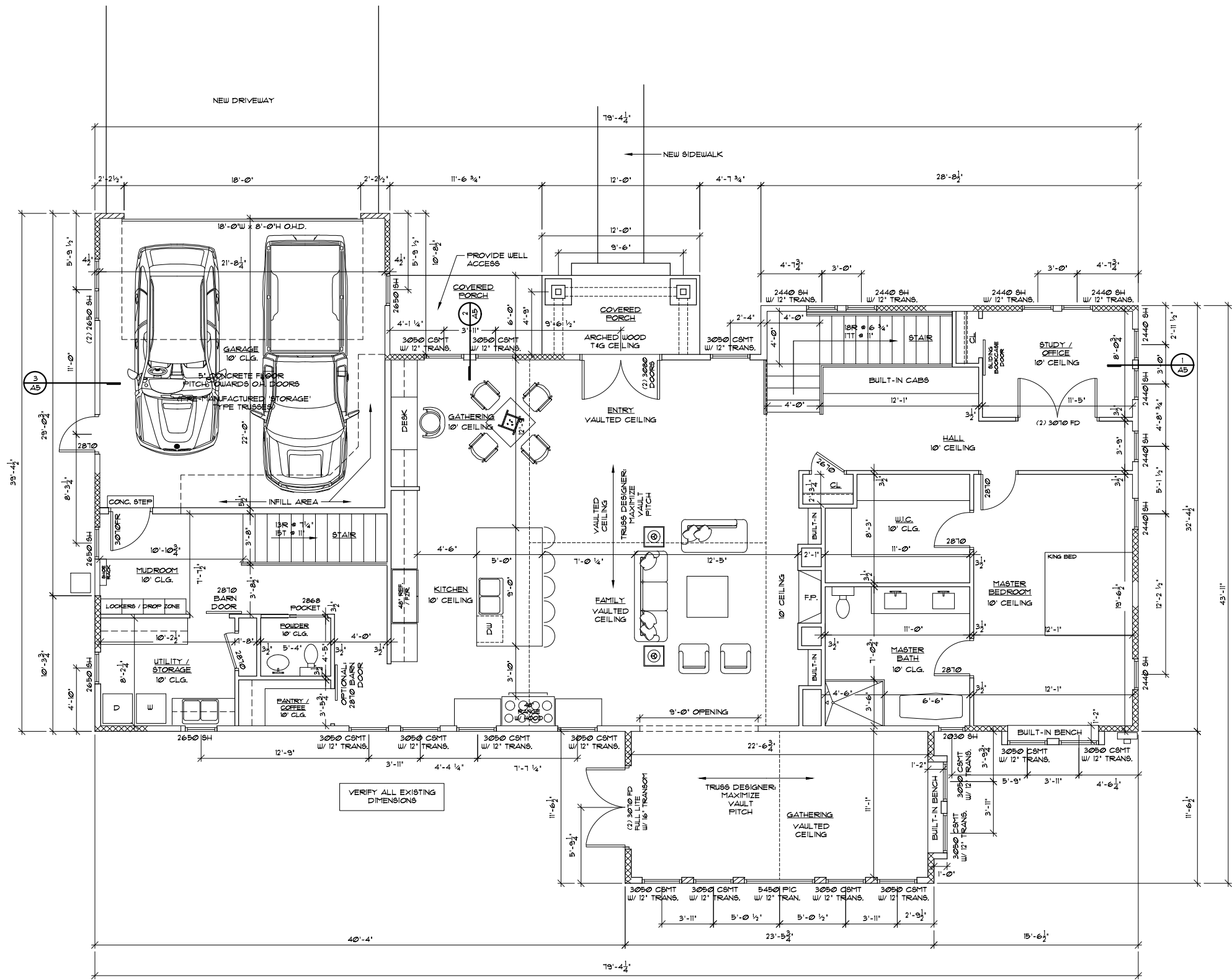
EXISTING NORTH ELEVATION
SCALE: 1/4" = 1'-0"



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



PRELIMINARY PROPOSED FLOOR PLAN & EXTERIOR ELEVATIONS



1

A1

FIRST FLOOR PLAN

NORTH

1/4" = 1'-0"

AREA CALCULATIONS:

CRAWL SPACE (UNFINISHED) : 1009 SF

BASEMENT (UNFINISHED) : 1134 SF

FIRST FLOOR (NOT INCL. GARAGE) : 2311 SF

SECOND FLOOR : 929 SF

GARAGE : 491 SF

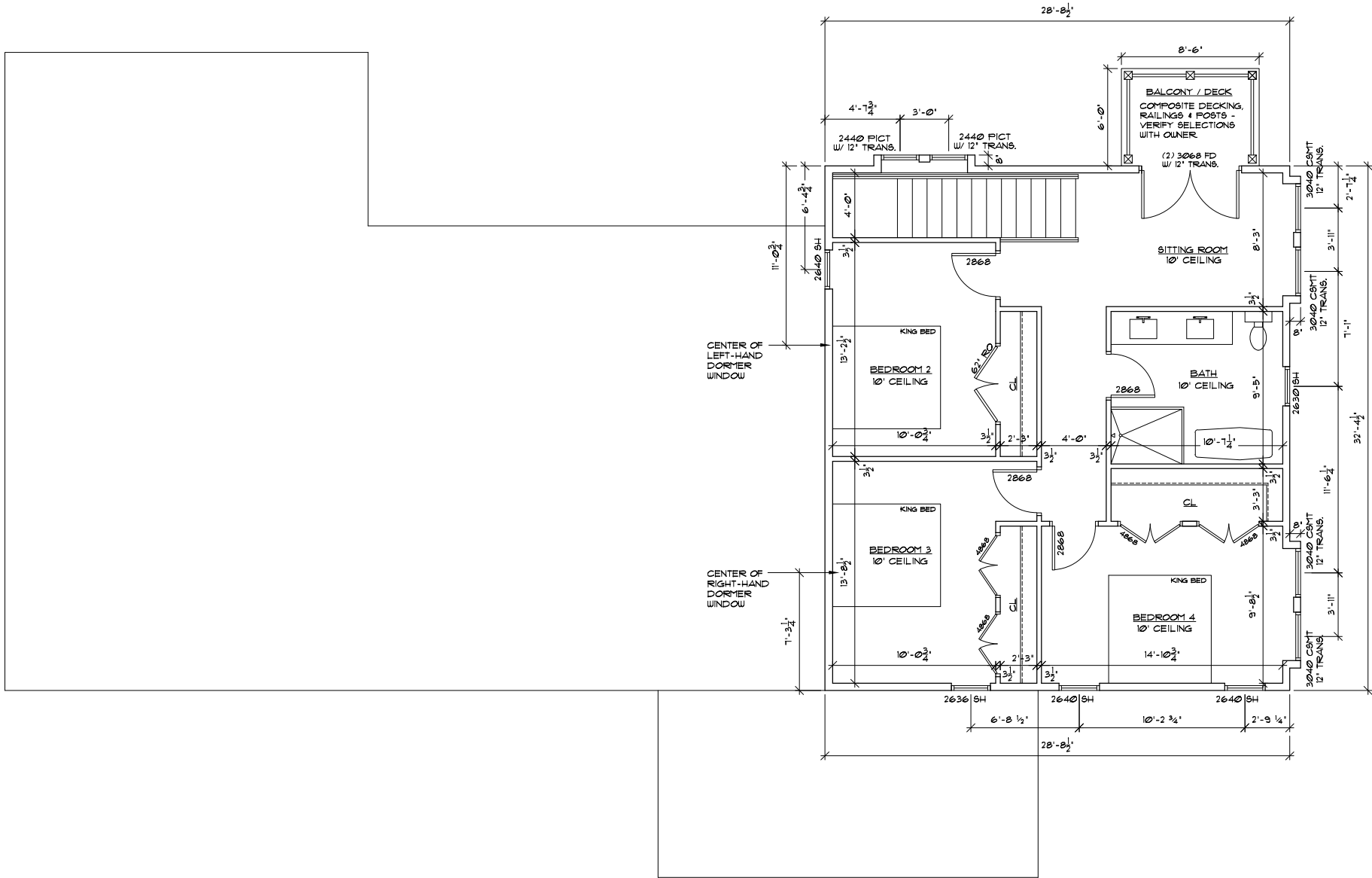
TOTAL (FINISHED) WITHOUT GARAGE : 3246 SF

NOT FOR CONSTRUCTION

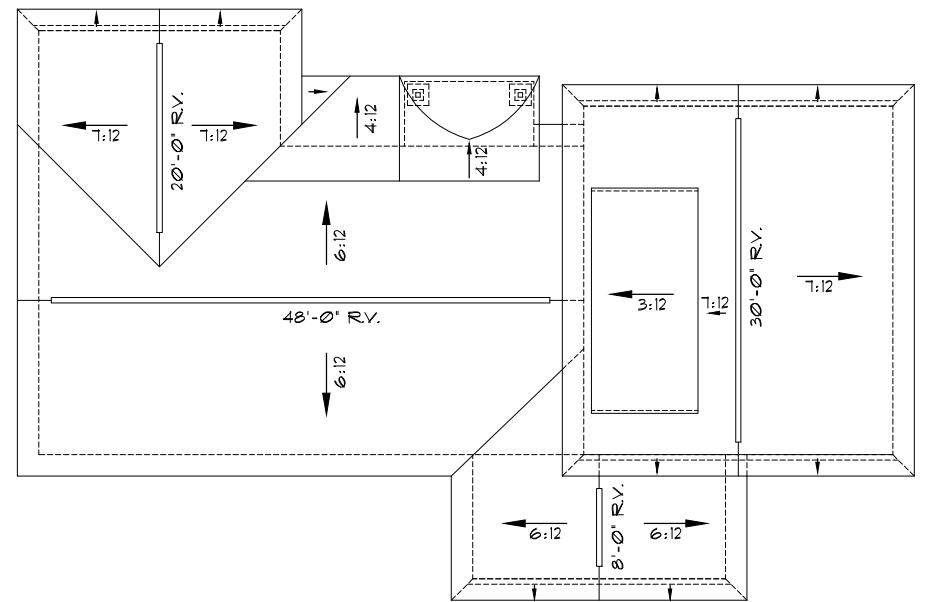
REVISIONS	SHEET NO. A1	DATE 4-21-21
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GENEVA BAY ESTATE REMODEL

1886 GENEVA BAY DRIVE
LAKE GENEVA, WISCONSIN 53147



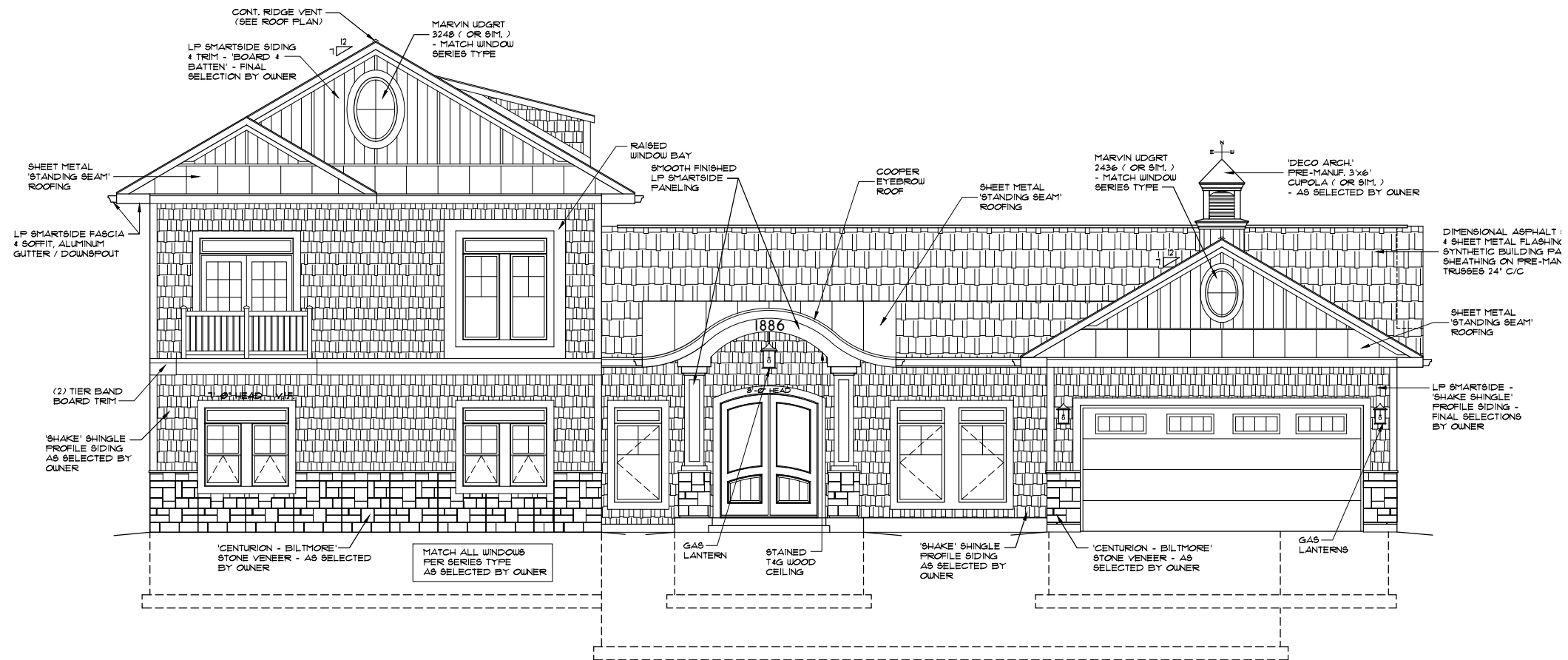
1
A2
SECOND FLOOR PLAN
1/4" = 1'-0"
NORTH



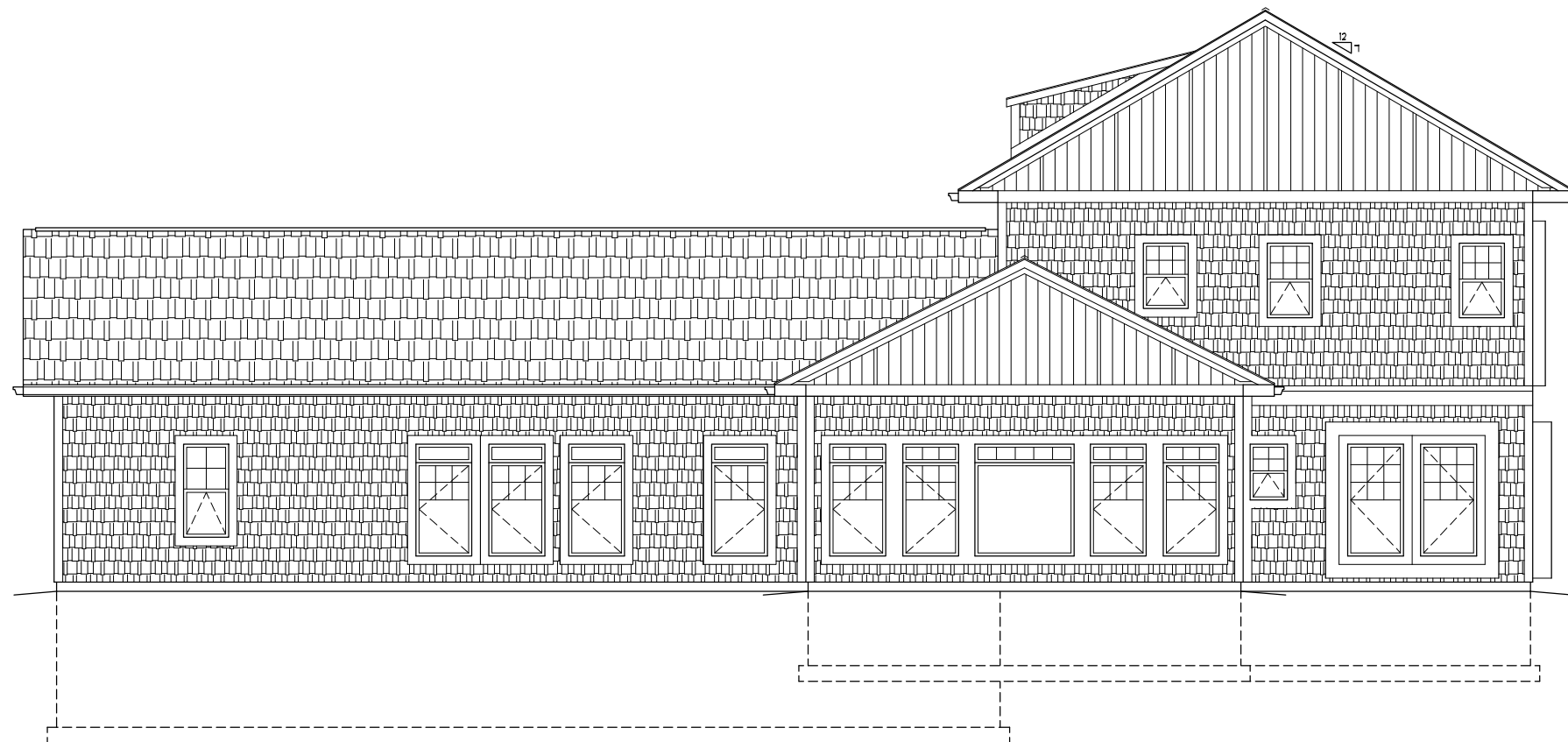
2
A2
ROOF PLAN
1/8" = 1'-0"
2'-0" OVERHANG TYPICAL UNO.
ROOF PLAN IS INTENDED FOR CONCEPTUAL PURPOSES ONLY. ROOF DESIGN TO BE BY TRUSS MANUFACTURER / DESIGNER.

NOT FOR CONSTRUCTION

REVISIONS	SHEET NO.	DATE
	A2	4-21-21
GENEVA BAY ESTATE REMODEL		
1886 GENEVA BAY DRIVE		
LAKE GENEVA, WISCONSIN 53147		



1 NORTH ELEVATION
1/4" = 1'-0"

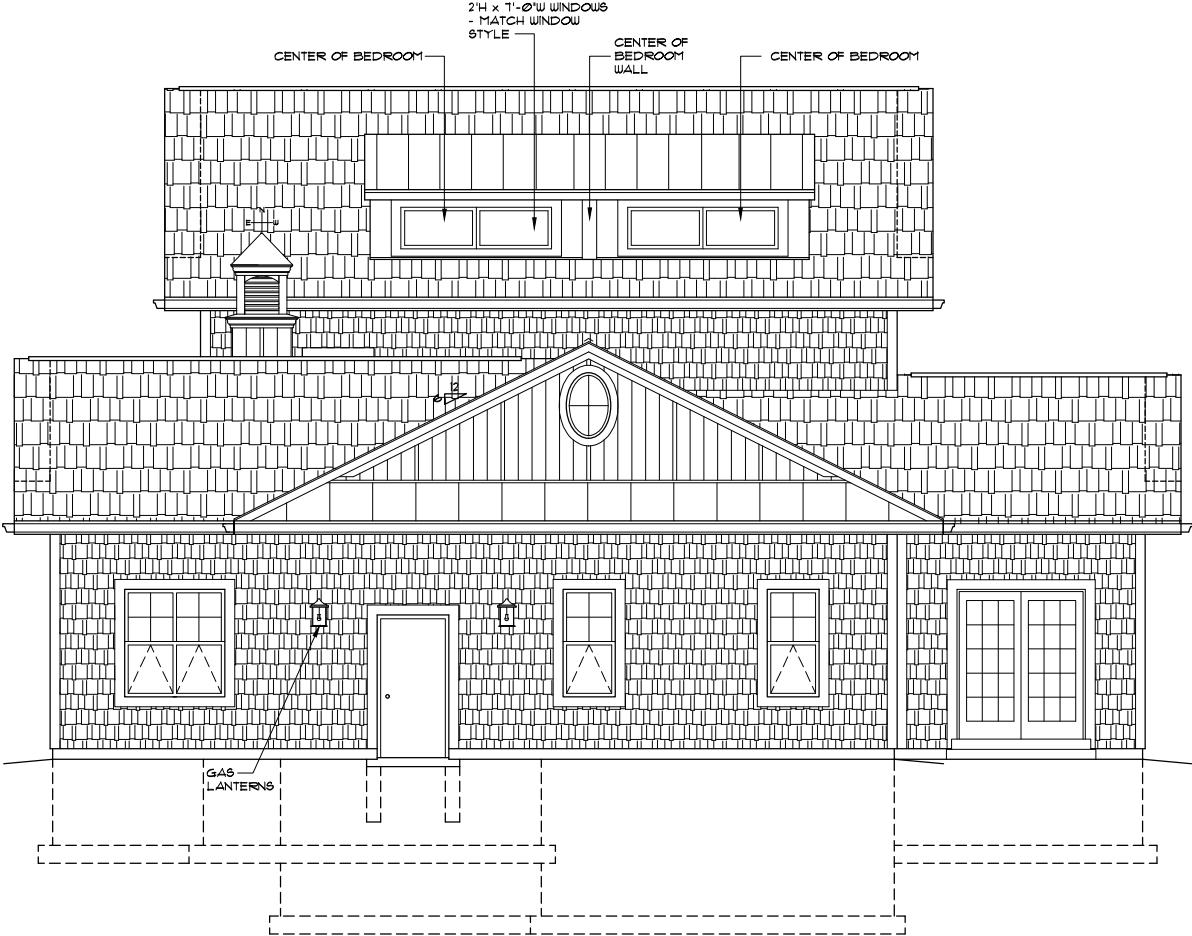


2 SOUTH ELEVATION
1/4" = 1'-0"

GUTTERS 4 DOWNSPOUTS
NOT SHOWN FOR CLARITY.
DESIGN / BUILD ON SITE.

NOT FOR CONSTRUCTION

REVISIONS	SHEET NO.	DATE
	A3	4-21-21
GENEVA BAY ESTATE REMODEL		
1886 GENEVA BAY DRIVE		
LAKE GENEVA, WISCONSIN 53147		



1
A4
WEST ELEVATION
1/4" = 1'-0"



2
A4
EAST ELEVATION
1/4" = 1'-0"

NOT FOR CONSTRUCTION

REVISIONS	SHEET NO.	DATE
	A4	4-21-21
GENEVA BAY ESTATE REMODEL		
1886 GENEVA BAY DRIVE LAKE GENEVA, WISCONSIN 53147		

GUTTERS & DOWNSPOUTS
NOT SHOWN FOR CLARITY.
DESIGN / BUILD ON SITE.