



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

CITY OF LAKE GENEVA REGULAR COMMON COUNCIL
MONDAY, AUGUST 28, 2023 - 6:00 PM
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

Members:

Mayor Charlene Klein, Council President, Mary Jo Fesenmaier, Council Vice President, Cindy Yager, Alderpersons: Tim Dunn, Peg Esposito, Linda Frame, Ken Howell, Shari Straube, and Joan Yunker

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AGENDA

1. Mayor Klein call the meeting to order
2. Pledge of Allegiance – Alderperson Straube
3. Roll Call
4. Awards, Presentations, Proclamations, and Announcements
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 August 14, 2023 as prepared and distributed
9. **CONSENT AGENDA**– 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. Tier I Event Permit application filed by Gygax Memorial Fund for the event of Dragon Days Festival of Fantasy to take place October 13, 2023 through October 15, 2023, 10:00 a.m to 6:00 p.m daily, located in Library Park

10. Items removed from the Consent Agenda

11. Presentation/Possible Referral regarding the possible relocation of the Wisconsin Power and Light Company (Alliant Energy) Downtown Electrical Distribution Substation- Jessica Bahr
12. First Reading of **Ordinance 23-08** an ordinance amending Chapter 34, Historic Preservation, of the City of Lake Geneva Municipal Code
13. **Recommendation of the Finance, Licensing, and Regulation Committee- Ald. Howell**
 - a. Discussion/Action regarding Task Order #29 by Kapur Engineering for design, management, and assessment of new sidewalk along Lake Geneva Blvd. and Edwards Blvd. as requested by the Public Works Committee
 - b. Discussion/Action regarding reducing the speed limit on Edwards Blvd, south of the Bloomfield Road Intersection, to 30 mph
 - c. Discussion/Action regarding adoption of the City of Lake Geneva Volunteer Liability Waiver form
 - d. Discussion/Acceptance of the Pre-paid and Regular Check reports approved on August 15, 2023 by the Finance, Licensing, and Regulation Committee
14. **Recommendation of the Plan Commission- Ald. Yunker**
 - a. Discussion/Action regarding **Resolution 23-R43** a resolution authorizing the issuance of a Conditional Use Permit (CUP) for Jason Lohman Lake Geneva, WI 53147, to allow for a Raze of the existing building to reconstruct a new 16,000 commercial building at 567 Broad St to a property located within the Central Business (CB) zoning district Tax Key No. ZFI00001
 - b. Discussion/Action regarding a proposed Certified Survey Map (CSM) for Paul Lauterbach, 914 Bennet Ct Walworth WI 53184, to create a single lot combining (4) existing lots at **630 Veterans Pkwy** as identified on certified survey Project #9464.23 dated May 19, 2023, prepared by Christopher Hodges for Tax Key Nos. ZLGBP200029 thru ZLGBP00033
 - c. Discussion/Action regarding **Resolution 23-R44** a resolution authorizing the issuance of a Precise Implementation Plan (PIP) for Paul Lauterbach 914 Bennet Ct Walworth WI for a new 16,000 sq. ft. building addition to 630 Veterans Pkwy Lake Geneva, WI 53147, to allow for a site addition to a property located within the Planned Business Park (PBP) zoning district Tax Key Nos. ZLGBP200029 – ZLGBP200031

15. 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 REGULAR COMMON COUNCIL MINUTES
MONDAY, AUGUST 14, 2023 - 6:00 PM
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

Members: Mayor Charlene Klein, Council President, Mary Jo Fesenmaier, Council Vice President, Cindy Yager, Alderpersons: Tim Dunn, Peg Esposito, Linda Frame, Ken Howell, Shari Straube, and Joan Yunker

Mayor Klein call the meeting to order

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

Pledge of Allegiance – Alderperson Yager

Alderperson Yager led the Council in the Pledge of Allegiance.

Roll Call

Present: Dunn, Esposito, Fesenmaier, Frame, Howell, Straube, Yager, and Yunker

Absent: None

Awards, Presentations, Proclamations, and Announcements

Ald. Yunker announced that the Fire Department will be sponsoring an EMT training for one student with funds raised from the Gala Event last year.

Presentation regarding the Parking Ad Hoc Committee's research and findings

Fred Gahl addressed the Council concerning the work of the Parking Ad Hoc Committee. He explained that the committee reviewed various different options for parking for employees of downtown businesses and how to maintain the revenue for the City. He added that the parking situation needs to be attended to at all times as to avoid undue burden on the tax payers of the City. The committee also reviewed the potential impact of the Highway 50 reconstruction project that will start in three or four years, on the downtown parking capabilities. The committee noted that a survey was sent to the downtown business improvement district businesses and businesses owners, with only 26% responding. The committee considered this a low level response. They also identified additional parking options that could bring an additional \$1.2 million, should the City Council choose to move forward with them; they are: enforce parking year-round, extend hours to 8:00 a.m. to 8:00 p.m., paid parking in Maple Park, paid parking in Veteran's Park, and paid parking in Lot D.

The committee explored the idea of a parking garage, even though it was turned down in 2014. They found that it would be extremely cost prohibitive to build a new one and that if a new one was built, a large part of the cost would fall onto the City taxpayers who do not stand to benefit from the structure. No action taken.

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

Lois Preusser; 479 W South St; Spoke in favor of the discontinuance of the South Street TAP Grant project, per the recommendation of the Public Works Committee.

Joe Roual; 1185 S Lake Shore Dr; Spoke in favor of the discontinuance of the South Street TAP Grant project, per the recommendation of the Public Works Committee.

Kelly Nichol; 1190 Rolling Ln; Spoke in favor of the discontinuance of the South Street TAP Grant project, per the recommendation of the Public Works Committee.

Sherri Ames; 603 Center St; Spoke in favor of the discontinuance of the South Street TAP Grant project, per the recommendation of the Public Works Committee. Ames offered several items regarding the Parking Ad Hoc Committee report, including a correction to the amount charged for hourly parking fees and was disappointed that the Mayor did not give the report.

Acknowledgement of Correspondence
None

Approve the Regular Council Minutes of July 24, 2023 as prepared and distributed
Motion by Yunker to approve, second by Esposito. No discussion. Motion carried 8-0.

CONSENT AGENDA– 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.

Temporary Alcohol Premises Extension application filed by Lake City Social for the event of Lake Geneva Jaycees Trick or Treating, to take place on Sunday, October 29, 2023 from Noon to 6:00 p.m.

Temporary Alcohol Premises Extension application filed by Lake City Social for the event of 2nd annual Cars & Company Pediatric Cancer Fundraiser, to take place on Sunday, September 10, 2023 from Noon to 7:00 p.m.

Temporary Alcohol Premises Extension application filed by Lake City Social for the event of Lake Geneva Lion's Club Oktoberfest Fundraiser, to take place on Saturday, October 7, 2023 and Sunday, October 8, 2023 from 11:00 a.m. to 10:00 p.m. both days

Tier II Event Permit application filed by the Downtown Business Improvement District (BID) for the event of Lake Geneva Oktoberfest to take place on Saturday, October 7, 2023 (10:00 a.m. to 10:00 p.m.) and Sunday, October 8, 2023 (10:00 a.m. to 9:00 p.m.) located on the Downtown sections of Broad Street and Geneva Street

Tier I Event Permit application filed by Dawn Marie Mancuso for the event of Fat Tire Charity Ride to take place on Saturday, September 9, 2023 8:30 a.m. to 11:00 a.m., located in the Center Street Lot located behind Champs Bar & Grill

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

Items removed from the Consent Agenda
None

Discussion/Action regarding the Parks/Facilities Superintendent Job Description

Frame stated that she feels that there is not a job description for this position and that there needs to be a group put together to research it further. She added that a Parks Director position should be explored versus a Parks/Facilities Superintendent. City Administrator Nord explained that there is a job description for this position and it is in the packet for review. He added that this position was budgeted as a superintendent and not a department head. Motion by Yunker to approve the Park Supervisor job description to report to the Public Works Director, second by Dunn.

Yager stated that this position should be autonomous and should not report to the Public Works Director. Straube added that this is a new position and that the Public Works Department currently maintains the parks; once that position has gained familiarity and that additional funds could be budgeted for staff, then changing it to a Director position could be explored.

Yager noted that the Avian Committee, Tree Board, and Park Board were not given the job description that was in the packet and that they should be given the opportunity to review it. Howell stated that this subject should have its own meeting for further discussion because the budget would not support the stand-alone Director position.

Dunn noted that it would not make sense to have a one-person department with no staff, no equipment, and ultimately no one to direct.

Motion by Frame to continue this item indefinitely and to develop a separate committee to review, second by Yager. Howell suggested that a Special Council meeting be called to discuss further.

Motion to continue carried on a roll call vote 7-1, with Fesenmaier voting no.

Discussion/Action regarding the continuation of the South Street TAP Grant Project

Straube stated that the Public Works Committee recommended discontinuing the project and agreed with that decision.

Motion by Straube to discontinue the South Street TAP Grant project, second by Howell.

Fesenmaier stated that this project wasn't fully vetted before the project research started and asked that the Public Works Committee discuss several items brought up during the project discussion including: crosswalks on Lake

Geneva Blvd and Bonnie Brae Rd, updating intersections with limited accessibility, and special assessing sections that do not have sidewalks. Motion carried on a roll call vote 8-0.

Presentation/Possible Referral regarding the possible relocation of the Wisconsin Power and Light Company (Alliant Energy) Downtown Electrical Distribution Substation- Jessica Bahr

Jessica Bahr from Alliant Energy presented to the Council regarding the proposed new substation. She added that the Council (at a previous meeting) had given them two locations to explore. The two locations suggested by the Council were the Wastewater Treatment plant location and vacant land on Center Street. Bahr explained that it would be pertinent that the new substation be located closer to the center of the City, and located no further than 1/3 of a mile from the existing substation.

Fesenmaier stated that there had been other staff meetings where different locations had been discussed and wanted to see those plans.

Mayor asked that Alliant provide what an updated substation in the same location would look like.

Alliant Energy explained that building at the current location would be difficult for what needs to be built there to properly extend the life of the substation, but that it could be reviewed.

If the substation at its current location is vacated, then the City could work towards using that land for something else, such as more parking. Mayor Klein noted that she would like to see the plan for the new substation being placed at the current location.

Motion by Frame to allow the substation to be built on the 2.5 acres near Hillmoor as identified by Alliant, second by Howell.

Dunn stated that the agenda allowed for discussion and possible referral and wondered if the motion made was proper. Dunn also asked that Alliant review possibly placing it at the current Utility Commission location.

Motion by Fesenmaier to continue this item with the plans for the rebuilt at the current substation and at the current Utility Commission location, second Yager. Council discussion included that this should go to the Plan Commission at this point and not back to the Council prior.

Motion carried 7-1 with Howell voting no.

Discussion/Action regarding the vision statement and goals of the Hillmoor AdHoc Committee- Michael Krajovic
Michael Krajovic presented the Council the vision statement and goals for the Hillmoor Ad Hoc Committee, as listed in the packet and asked the Council approve them.

Motion by Esposito to approve the vision statement and major objectives, second by Straube. Motion carried 8-0.

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

Discussion/Action regarding the bid award and contract approval for the Automatic Chain Link Fence Gate and Operator at Oak Hill Cemetery to Century Fence in an amount not to exceed \$19,100.00

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

Discussion/Action regarding Pay Request #4 filed by Asphalt Contractors Inc (via MSA Engineering) for the 2023 Mariane Terrace and Pine Tree Lane Improvements Project, in an amount not to exceed \$198,558.49

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

Discussion/Action regarding surplus Department of Public Works materials/equipment to be placed in the Wisconsin Online Surplus Auction site

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

Discussion/Action regarding bid award and contract approval for the Library and City Hall ADA Door Opener Project, to Automatic Entrances in an amount not to exceed \$12,420.00

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

Discussion/Action regarding **Resolution 23-R42** a resolution authorizing the write off of 2021 delinquent personal property taxes in the amount of \$5,251.61 deemed uncollectible, either due to business closure or Assessor error

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

Discussion/Acceptance of the Pre-paid and Regular Check reports approved on August 1, 2023 by the Finance, Licensing, and Regulation Committee

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

Adjournment

Motion by Yager to adjourn, second by Dunn. Motion carried 8-0. The meeting adjourned at 7:44 p.m.

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. 2023

LAKE GENEVA**Section I- APPLICANT INFORMATION**

Name of Applicant: DRAGON DAYS™ Festival of Fantasy

Name of Event Organizer/Producer: PAUL STORMBERG

Production Company/Organization: GYGAX MEMORIAL FUND FEIN #: 30-058/0070

Street Address: 315 HASKINS STREET

City: LAKE GENEVA State: WI Zip code: 53147

Are you a ☐ For-Profit OR ☒ Non-Profit Organization 501(c) 3EIN # (Tax Exempt Number): 30-058/0070

*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: DRAGON DAYS™ Festival of Fantasy
2. Date(s) of Event: OCTOBER 13th, 14th, and 15th, 2023
3. Location(s) of Event: LIBRARY PARK and BUSINESS DISTRICT WALKS
4. Hours: 10 AM to 6 PM
Note: Start Time & End Time
5. Event Chair/Contact Person: HAROLD JOHNSON Phone: [REDACTED]
6. Day of Event Contact Name: HAROLD JOHNSON Phone: [REDACTED]
7. Is the event open to the public? No ☒ YES
8. Will you charge an admission fee? ☒ NO
9. Estimated Attendance Number: 2,500
10. Basis for estimate: From research of annual GARY CON and Janesville Renaissance Fair
11. Will you be setting up a tent? ☒ NO

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

12. Will there be any animals? ☒ 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:

Working together with the Street Department and local youth organizations to police site and collect and remove trash during and after the event

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

Hiring of independent security service to patrol and secure booths after hours

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

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

☒ NO

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

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

☒ NO

~~- Still recruiting vendors~~

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

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

☒ NO

~~- Still recruiting vendors~~

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

✓ Verified w/ applicant that they will not be selling alcohol, beer or wine; email confirmation attached JCK 7/27/2023

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?

No Yes

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:

October 12-15

Total Number of Parking Stalls being Requested:

4 - for unloading/load out of vendors

Parking Stall Number(s) and Location:

3. Description of Signage to be used during event:

Lamp post decorations + Dragon Sculptures and banners to mark entrance to fair grounds

**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:

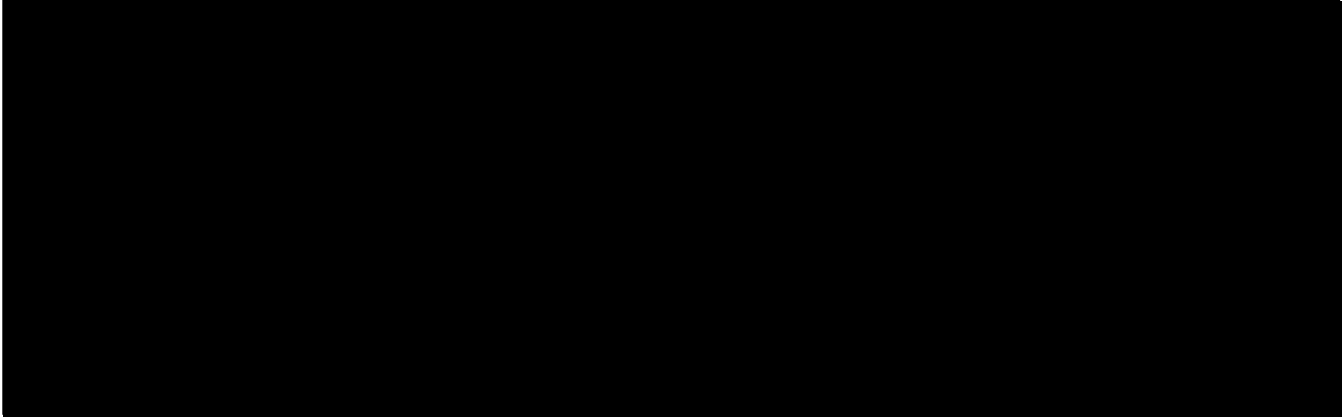
☐ Police Services; Explain:

☐ 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.**



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: Harold Johnson Date: 21 APRIL 2023

Gary Con Convention in Lyons Township

Expenditure	# Persons	Cost	Days	Sub-Total	
Food	3050	\$70.00	4	\$854,000.00	
Entry Fees	3050	*	*	\$292,970.00	
Merchandise	3050	\$25.00	4	\$305,000.00	
VIP Event	60	\$100.00	1	\$6,000.00	
Rooms	1525	\$200.00	4	\$1,220,000.00	
Exhibitor Booth	71	\$105.00	4	\$29,820.00	
				\$2,707,790.00	Econ. Impact
				\$762.50	Sales Tax (1/4%)
				\$25,620.00	Room Tax
				\$0.00	Parking
				\$25,620.00	Tot. Revenue to Lyons Township

Gygax Initiative/D&D Tourism in Lake Geneva: Museum Exhibit, Walking Tour, Library Exhibit, Gygax Park Bench, Gygax Park, and Gygax Memorial

Expenditure	# Persons	Cost	Days	Sub-Total	
Food	3050	\$70.00	2	\$427,000.00	
Merchandise	3050	\$25.00	2	\$152,500.00	
Parking	760	\$6.00	2	\$9,120.00	
Rooms	1525	\$200.00	1	\$305,000.00	
				\$893,620.00	Econ. Impact
				\$1,067.50	Sales Tax (1/4%)
				\$21,350.00	Room Tax
				\$9,120.00	Parking
				\$30,470.00	Tot. Annual Revenue to Lake Geneva

Gygax Initiative: Dragon Days Festival in Lake Geneva

Expenditure	# Persons	Cost	Days	Sub-Total	
Food	3050	\$70.00	4	\$854,000.00	
Merchandise	3050	\$25.00	4	\$305,000.00	
Parking	760	\$6.00	4	\$18,240.00	
Rooms	1525	\$200.00	4	\$1,220,000.00	
				\$2,397,240.00	Econ. Impact
				\$2,135.00	Sales Tax (1/4%)
				\$42,700.00	Room Tax
				\$18,240.00	Parking
				\$60,940.00	Tot. Revenue to Lake Geneva

Combined Annual Gygax Initiative/D&D Tourism/Dragon Days

\$3,290,860.00	Tot. Econ. Impact
\$11,437.50	Tot. Sales Tax (1/4%)
\$64,050.00	Tot. Room Tax
\$27,360.00	Tot. Parking
\$91,410.00	Tot. Annual Revenue to Lake Geneva

DRAGON DAYS™ Festival of Fantasy

October 13-15, Lake Geneva, WI

The DRAGON DAYS™ Festival three day event is being created to celebrate Lake Geneva's Legacy of Fantasy from the birthplace of the DUNGEONS & DRAGONS® game – *"The Game That Changed the World!!"*

This legacy did not just create the new category of Role-Playing Games, it impacted all the many faces of fantasy across the entire world for decades, including:

- Adventure, Board, Card and Hobby Games
- Arcade, Video and Computer Games
- Internet Content from Pod casts to original shows and programming
- Television, Film, Animation and Stage
- Art, Graphics, and Fashion
- Literature, from Novels and Anthologies, Reference and Compilations, Comics and Graphic Novels (over 1000 titles)
- Music, Crafts, Costumes and Food

And much, much more, becoming an integral part of everyday popular culture –
not to mention this rich history of Fantasy within the city of Lake Geneva that draws thousands to visit every year.

This public event would marry the elements of a fantasy Renaissance Faire with the many facets of this legacy as a cornerstone event to draw fans worldwide to make an annual pilgrimage to our fair city to the benefit of all our businesses.

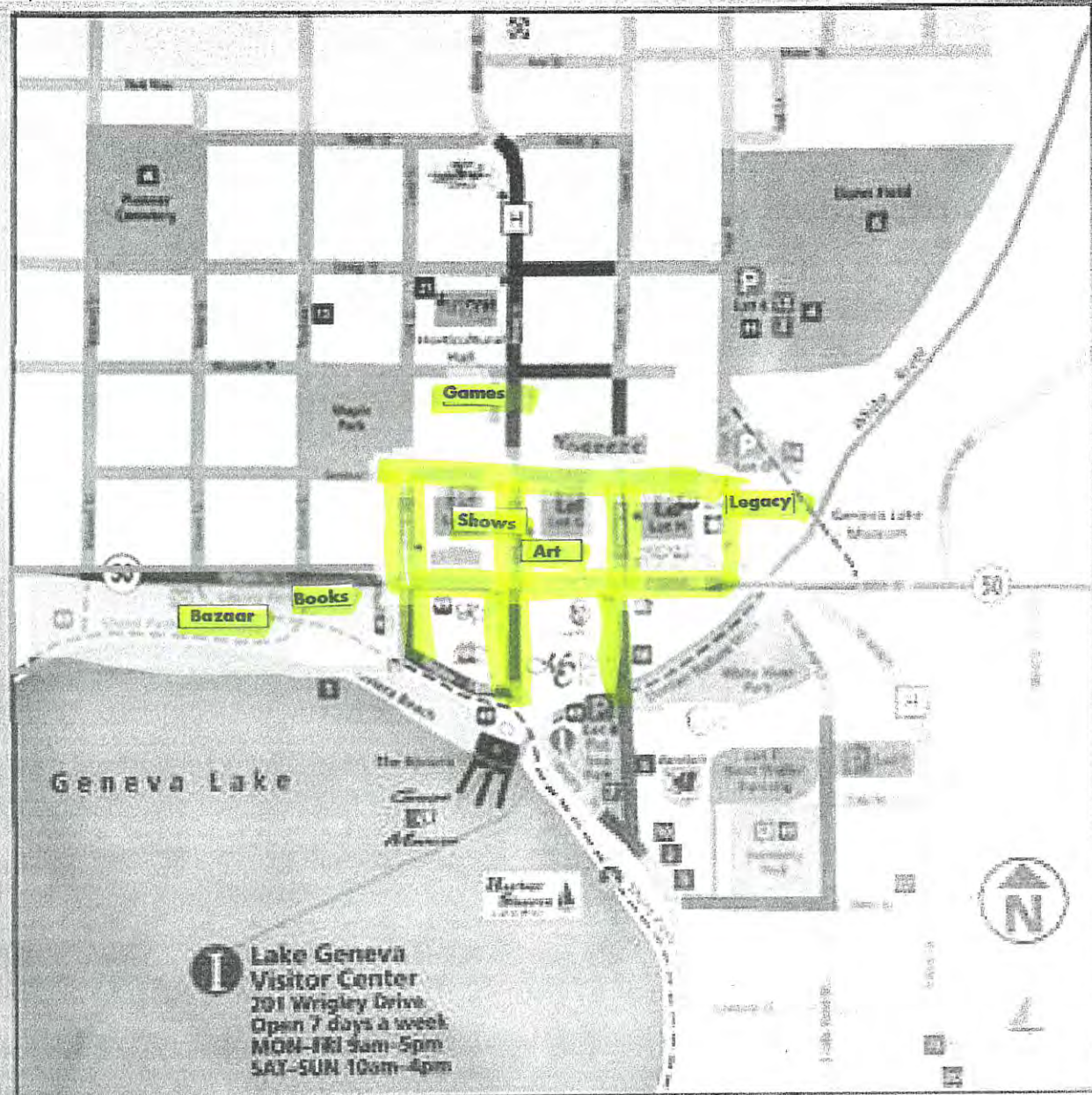
The festival would be divided into several program tracks showcasing these facets:

- Gaming
- Books
- Art
- Fashion
- Entertainment
- Street Performers
- and a celebration of our fair city's History of Fantasy and of Gary Gygax the author of many books, games, and myriad licenses and of creator of "The Game that Changed the World"

All framed with the theme of a Fantasy Fair drawing from Wisconsin's many very successful Renaissance Fairs across the state. In cooperation with local businesses and outside vendors to transform the city of Lake Geneva into a celebration of Fantasy.

And this would be the beginning of an ever evolving event to create a Fun for the Entire Family yearly celebration that would continue to support the many businesses of Lake Geneva.





DOWNTOWN LAKE GENEVA

*Lake
Geneva*

VISIT LAKE GENEVA

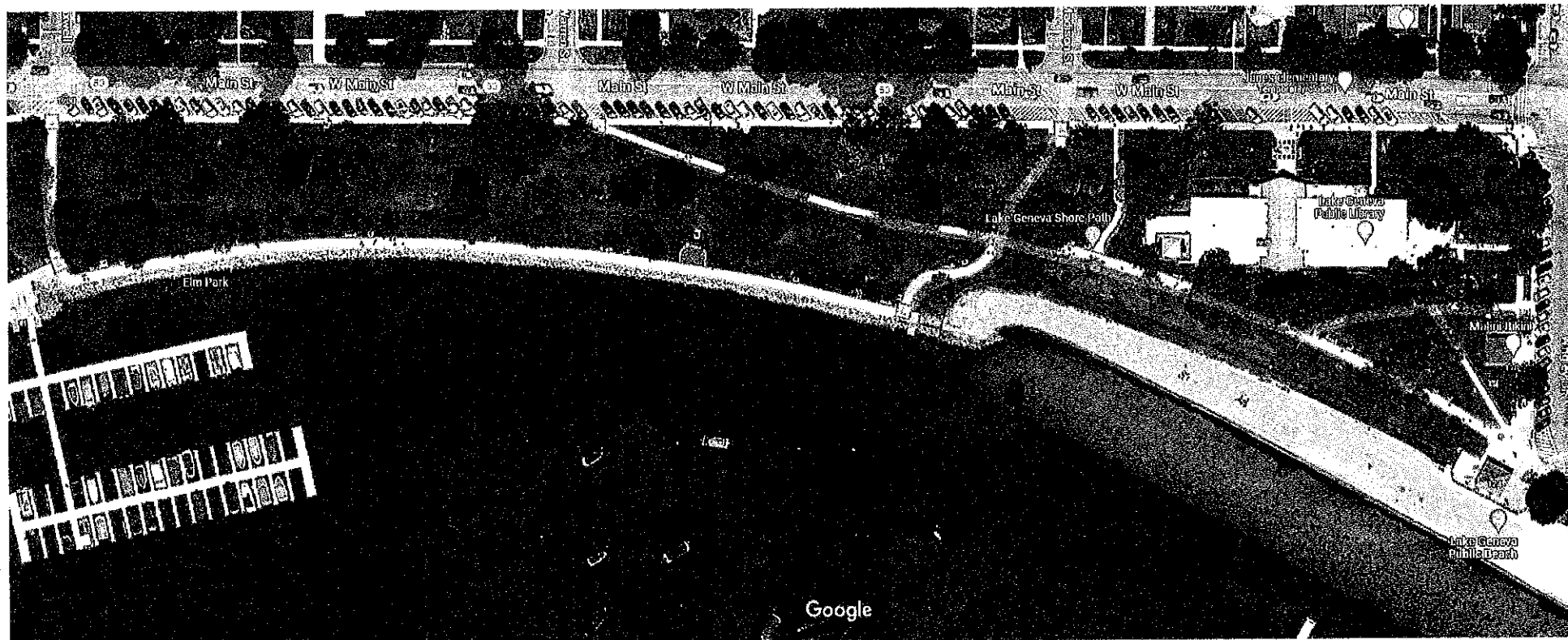
800.345.3020

VISITLAKEGENEVA.COM

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Legend:

- | | |
|---------------------|----------------|
| Boat Launch | Free Street |
| Post Office | Parking |
| Fire Department | Metered Street |
| Police Department | Parking |
| Public Restrooms | |
| Metered Parking Lot | |
| Free Parking Lot | |
| Shore Path | |



Imagery ©2023 Maxar Technologies, U.S. Geological Survey, Map data ©2023 Google 50 ft

MAIN STREET

MAIN STREET

LAKE GENEVA
LIBRARY

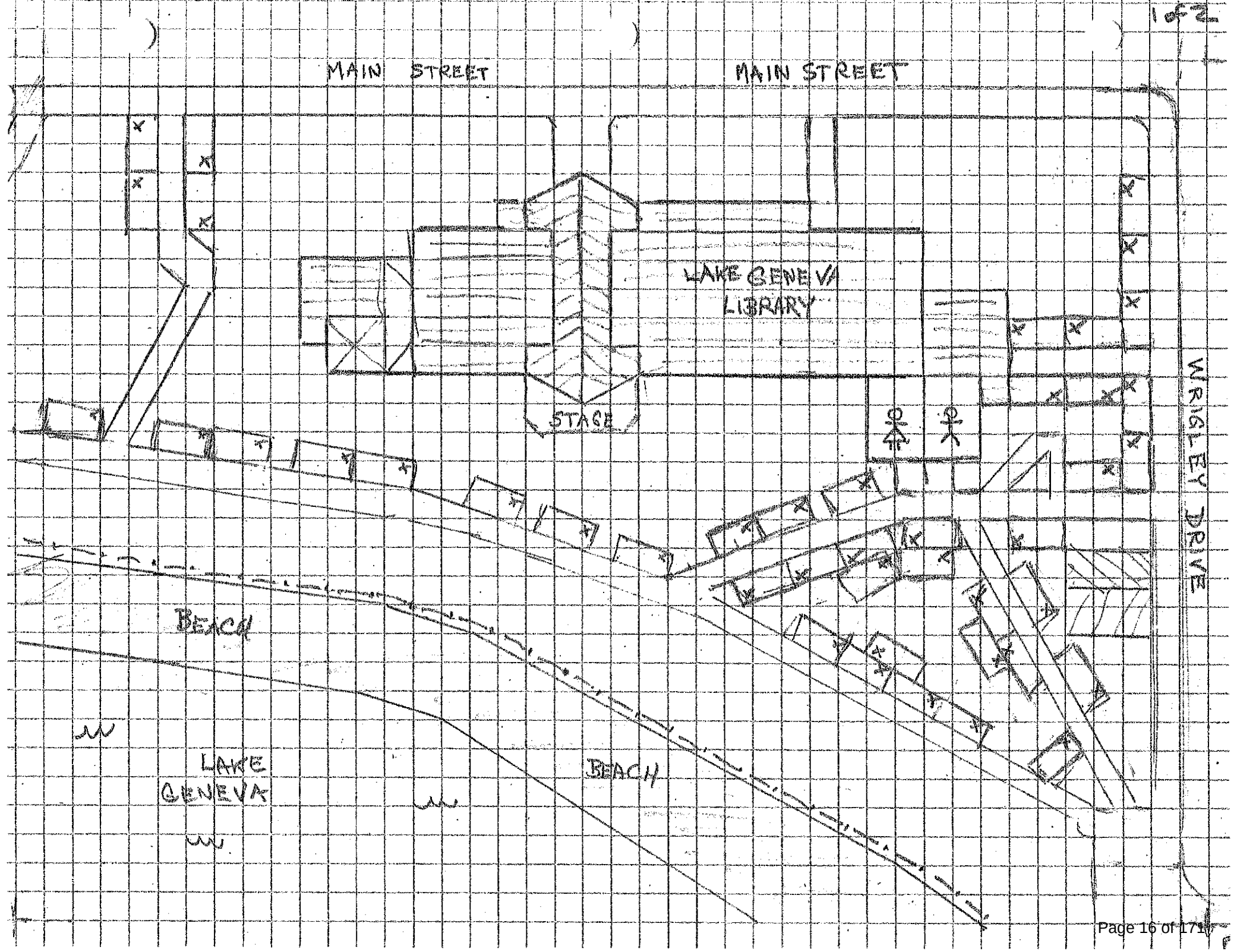
STAGE

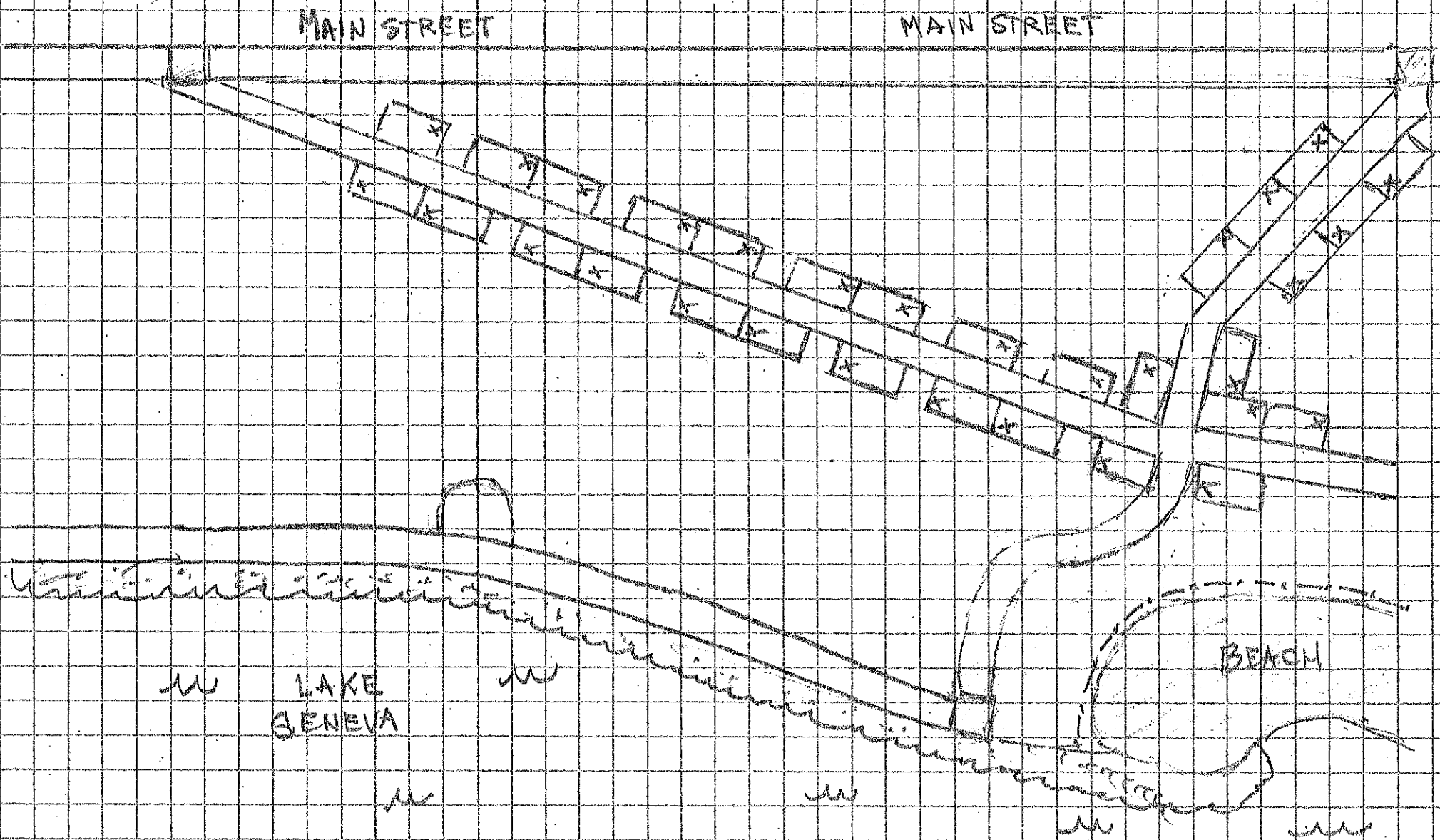
WRIGHT DRIVE

BEACH

LAKE
GENEVA

BEACH





DRAGON DAYS™ Festival of Fantasy

October 13-15, Lake Geneva, WI

Applications are accepted until the Marketplace is full. Application must be submitted with photographs, examples, and/or supplemental materials that you feel will further assist us in thoroughly reviewing your products and/or services.

Note: Photos and/or samples of each item you wish to sell are required to receive consideration for the Faire season.

Business Owner's Name:				Date:			
Business Name:							
Street Address:							
City:				State:		Zip:	
Phone Home:		Bus.:		Cell:			
WI Seller's Permit No.:				(as listed on seller's permit)			
Business Address (if Different:)							
City:				State:		Zip:	
Email Address (required):				Website:			

Show Information: (List shows/outlets where you have marketed your products and/or services.)

Name and location of show/outlet	Year started	Until

Please let us know any information that you feel represents your shop and what you have to offer to the show:

How did you hear about the Bristol Renaissance Faire?

Product information: List your products and/or services – include a labeled photo or sample of each. Photos can be included as either a link to a cloud space, like Google Drive or Dropbox, or included as photos in a separate word document. Please do not just attach photos to your e-mail – we have no idea of knowing what is what. If you send physical samples, please allow 6- 8 weeks for items to be returned.

Name and detailed description of EACH product	Type of Materials used in product	% of the product that is created by you	Price range

**Please list any additional items on a separate sheet of paper.*

Number of years making the above products/services: _____

How do you plan to display your wares? Please attach photos with labels, as well as include a description below on how you plan to display your product, including dimensions, if available.

Do you have a tent, cart, or other structure of your own you wish to bring to our show? Or are you planning to build or purchase something on our site? Explain below. (Include photos or drawings of any intended builds with this application, as well as dimensions if possible.)

If the regular marketplace is full, do you wish to be put on our waiting

list for: Full-Run Merchant ☐ Yes or ☒ No

Guest Artisan ☐ Yes or ☒ No

21st April 2023

DRAGON DAYS Festival of Fantasy
Organizer: Harold Johnson

City of Lake Geneva
City Clerk's Office
626 Geneva Street
Lake Geneva, WI 53147

SUBJECT: Event Permit for DRAGON DAYS Festival

Attached is an application for a permit to run a city-wide festival during the 3rd weekend of October 13th through 15th in 2023.

DRAGON DAYS would be a festival to celebrate the many contributions the City of Lake Geneva has made to change the face of Fantasy worldwide in all of its many facets being the Birthplace of DUNGEONS & DRAGONS – *"The Game That Change the World!"*

This would be a soft launch to organize staff, vendors and a schedule of events in preparation and to test market for a nationally promoted event the same week in 2024 to celebrate the 50th Anniversary of the publishing of the DUNGEONS & DRAGONS® game.

I am Harold Johnson. I first relocated from Chicago to Lake Geneva in 1979 and became Vice President of Games for TSR, Inc. – publisher of the D&D® game – during its hey days. Years later from 2011 to the store closing in 2020 during the pandemic, I then owned and managed the Breadloaf Bookstore.

Always interested in helping my community as well as supporting local charities I first envisioned creating this annual event during that decade to benefit the many fine businesses in Lake Geneva by harnessing the power of the millions of fans of the game worldwide. I know this from my experience creating, owning and managing game conventions across the Midwest as well as venues throughout the nation, including the GEN CON® game fair – *the premiere gaming event first created and run in 1968 in Lake Geneva* – that now plays host to over 70,000 gamers annually. In order to prepare myself to run this event and to help local independent book authors I conceived and co-sponsored the running of BEACHSIDE AUTHORFEST with the Friends of the Lake Geneva Public Library as a proving ground for DRAGON DAYS. AUTHORFEST has been run successfully for several years, contributing its proceeds to the Friends of the Lake Geneva Public Library as a major fund raiser. It is my business plan to again associate with a non-profit entity to manage the DRAGON DAYS Festival.

As a business manager it is my belief that Lake Geneva can greatly benefit financially from association with its long history with fantasy to draw large crowds of fans to make an annual pilgrimage to our fair city as the summer crowds depart. GARY CON, a game convention celebrating the life of the author of the DUNGEONS & DRAGONS game, *which I helped manage for several years*, now regularly draws crowds in excess of 2500 fans, but as just a game convention most of these visitors remain at the Grand Geneva Resort and few experience all the other features and fine businesses our city has to offer. I believe we can change that.

Your assistance and care in helping me negotiate the permit process again so I can manage a practice run of this event before it national debut in 2024 is much appreciated. I work as a manager for UPS 3rd Shift (23 years now) but am available by phone after 10:30AM most days and evenings. If you don't at first reach me, please text a time and phone number that I can return your call.

Thank you for your kind consideration.

- Harold "Wisconsin" Johnson

Lana Kropf

From: Lana Kropf
Sent: Thursday, July 27, 2023 10:04 AM
To: [REDACTED]
Cc: Vanessa Jahns; Harold Johnson; Bridgett Way
Subject: RE: Event Permit Application
Attachments: Proclamation- Gary Gygax Day- 2023.pdf

Hi Paul,

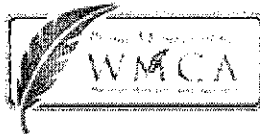
That is extremely helpful! Thank you!

I have also attached the proclamation per your request.

Thank you again!

*Lana Kropf, Lana Kropf, Lana Kropf
Lana Kropf, Lana Kropf, Lana Kropf
Lana Kropf, Lana Kropf, Lana Kropf*

City Clerk
WMCA Secretary 2022/2023
City of Lake Geneva
626 Geneva St
Lake Geneva, WI 53147
p.262-249-4092
f.262-248-4715
Population: 8,233



Elected Officials and Members of City Committee or Commission: In order to comply with Open Meetings Requirements, please limit any reply to only the sender of this email.

From: Paul Stormberg <stormber@cox.net>
Sent: Wednesday, July 26, 2023 11:35 AM
To: Lana Kropf <lkropf@cityoflakegeneva.gov>
Cc: Vanessa Jahns <vjahns@cityoflakegeneva.gov>; Harold Johnson <[REDACTED]>
Subject: Re: Event Permit Application

Howdy Lana,

Thank you for the email. We are not selling alcohol or food. The food and drink vending will be by local establishments on their out their front door on their front sidewalk -- so to speak.

I am copying in the Chairperson for the festival, Harold Johnson.

BTW, on an unrelated matter, would you email me a pdf of the Proclamation of Gary Gyax Day made by the Mayor in the Monday night City Council Meeting? We would like to print some off and hand out at the dedication ceremony on Thursday.

On 7/26/2023 10:39 AM, Lana Kropf wrote:

@font-face {font-family:"Cambria Math"; panose-1:2 4 5 3 5 4 6 3 2 4;}@font-face {font-family:Calibri; panose-1:2 15 5 2 2 2 4 3 2 4;}@font-face {font-family:"Segoe UI Light"; panose-1:2 11 5 2 4 2 4 2 2 3;}p.MsoNormal, li.MsoNormal, div.MsoNormal {margin:0in; font-size:11.0pt; font-family:"Calibri",sans-serif; mso-ligatures:standardcontextual;}span.EmailStyle17 {mso-style-type:personal-compose; font-family:"Calibri",sans-serif; color:windowtext;}.MsoChpDefault {mso-style-type:export-only; font-family:"Calibri",sans-serif; mso-ligatures:standardcontextual;}div.WordSection1 {page:WordSection1;}

Hello Paul,

We are working on the event permit application approval process for the Dungeons and Dragons Festival. We reviewed the application and noticed that there was still a question to whether there would be alcohol sales or food/merchandise sales. Before we can move forward with the Leadership Team approval, we need to determine if you are planning to sell alcohol and food. If so, there will need to be additional forms completed and some possible addition setup details for the event. We can discuss the details once you have answered those two questions.

Please let me know when you get a chance.

Thank you!

*Lana Kropf, Lana Kropf, Lana Kropf
Lana Kropf, Lana Kropf, Lana Kropf
Lana Kropf, Lana Kropf, Lana Kropf*

City Clerk
WMCA Secretary 2022/2023
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Elected Officials and Members of City Committee or Commission: In order to comply with Open Meetings Requirements, please limit any reply to only the sender of this email.

--

Futures Bright,

Paul J. Stormberg

Owner, The Collector's Trove
www.thecollectorstrove.com

Owner, Legends of Roleplaying
www.legendsofroleplaying.com

Owner, TLB Games
www.TLBgames.com

President, Gygax Memorial Fund
www.gygaxmemorialfund.org

For Office Use Only

Date Filed with Clerk: July 19, 2023 Payment Amount: \$ N/A

Receipt #: N/A

City Clerk/Administrator Signature: [Signature] Date: 7/19/2023

☒ Approve ☐ Denied Notes: wedding in Brink 10/14 - App indicates

they will not be selling alcohol
- Homecoming parade is on Friday, Oct 13; PD is this a conflict?

Police Chief Signature: [Signature] Date: 08/01/2023

☒ Approve ☐ Denied Notes: _____

Fire Chief Signature: [Signature] Date: 8/9/23

☒ Approve ☐ Denied Notes: _____

DPW Signature: [Signature] Date: _____

☒ Approve ☐ Denied Notes: Event is responsible for their own Trash

Clean up and removal. "Rent a dumpster"

Parking Signature: [Signature] Date: 8/2/23

☐ Approve ☐ Denied Notes: 4 STALLS * 1 DAY @ 20.00 = 80.00

4 STALLS * 3 DAYS @ 40.00 = 480

DEPT. WILL PROVIDE EVENT FOR \$500.00

Harbormaster Signature: [Signature] Date: 8-4-23

☒ Approve ☐ Denied Notes: _____

Tier I & Tier II Events Only:

FLR Meeting Date: _____

Council Meeting Date: _____

Wisconsin Power & Light Company's Downtown Lake Geneva Substation

Wisconsin Power and Light Company's (WP&L) Downtown Lake Geneva Substation is nearing its end-of-life cycle and will not be able to meet the projected electrical load growth of the community in its existing condition. WP&L has taken efforts to relieve the need to upgrade the downtown substation by recently rebuilding our facilities at the North Lake Geneva Substation, located on CTY NN, just southwest of HWY 12. We also anticipate rebuilding the South Lake Geneva Substation within the next 5 to 7 years, which is located on HWY 120, between E. Townline Road and N. Bloomfield Road. Both of these efforts will not resolve the need to upgrade the Downtown Substation due to its central location.

As part of the site selection process, WP&L reviewed locations to the north and south of the existing Downtown Substation, but the sites ended up being too close to either of the above mentioned North and South substations to help with the electrical load. The slight relocation that WP&L is proposing fits into the center of the load and will help WP&L maintain system reliability. For these reasons, WP&L and the City of Lake Geneva need to collaborate on a plan to provide reliable power to the Downtown Lake Geneva area, as this substation is the direct electrical supplier to this area.

Relocating the Substation

WP&L is proposing to relocate the Downtown Lake Geneva Substation from its current location adjacent to the Geneva Lake Museum to a site north of the White River Dog Park. The following plans of this location are titled "Downtown Lake Geneva Substation Relocation".

- WP&L is proposing to acquire approximately 2.5 acres of land from the City of Lake Geneva.
- This site is adjacent to an existing transmission line which is critical for the substation. The transmission lines bring power into the community and WP&L then distributes the electrical power to each of its customer's homes and businesses.
 - If a substation site were picked that were not close to a transmission line, then the transmission line would need to be brought to the site, which then impacts more landowners due to easements and power poles.
- WP&L proposes to work diligently to install screening of the substation location.
- WP&L understands that close coordination with Lake Geneva Public Works would be completed to relocate utilities and improve access to the proposed site.
- As part of this relocation, WP&L will need to extend and reconnect the underground electrical cables into the existing system.
- Relocating the substation also prepares WP&L to support the community's future electrical needs in relationship with EV (electric vehicle) charging stations at both home and work.
- This site allows WP&L & the City of Lake Geneva the opportunity to grow with the City's future electrical needs. Whereas, expanding the existing substation site near the museum is limited to no more than a 30 year life expectancy along with removing more valuable downtown parking.
- If the substation is relocated, then the old/retired substation site could be used as additional parking or event space to further promote/enhance the historical downtown. This would assist with one of the City's Comprehensive Plan goals.



Downtown Lake Geneva Electrical Distribution Substation

Wisconsin Power & Light Company's Downtown Lake Geneva Substation

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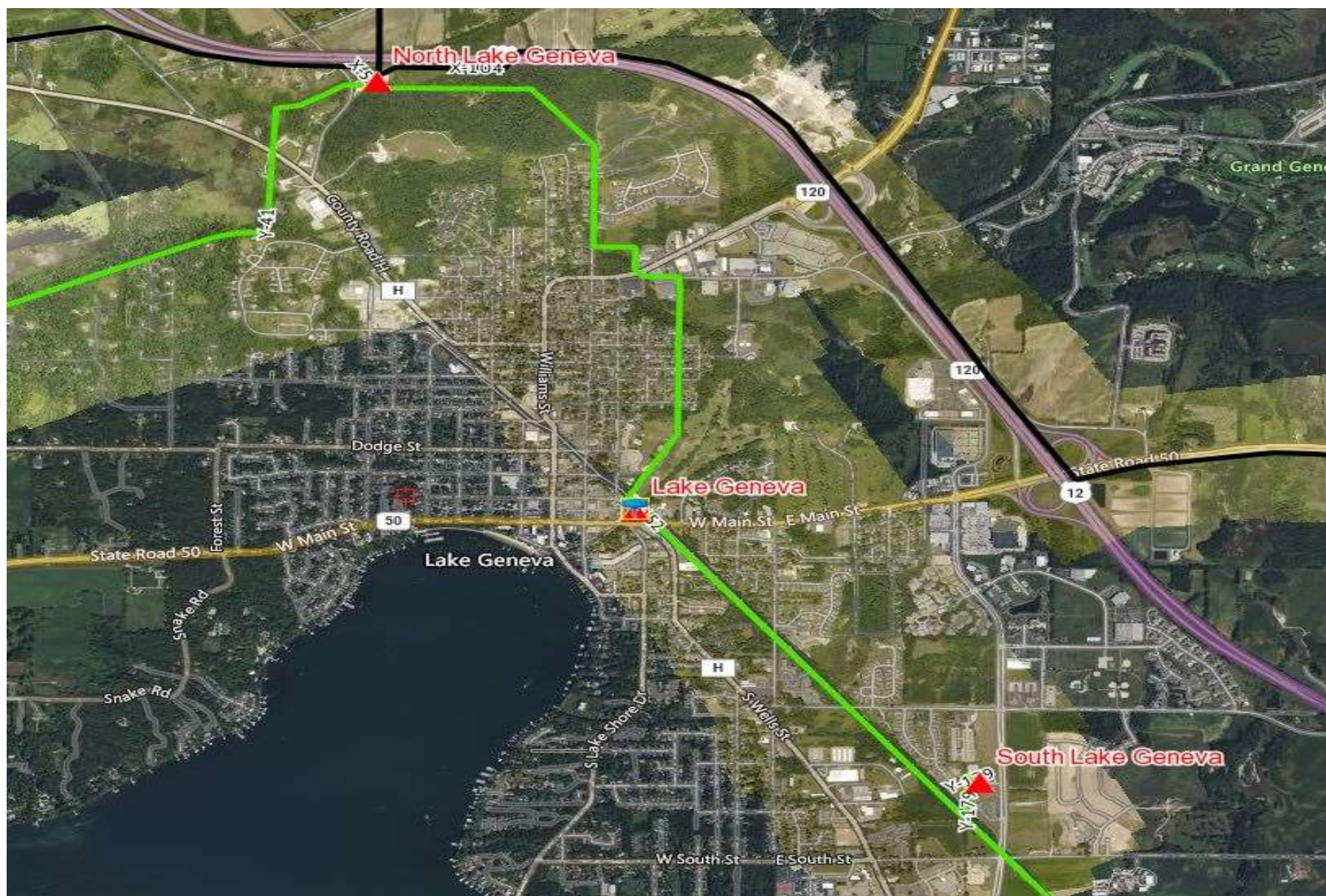
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Wisconsin Power & Light Company's Substation Locations



DOWNTOWN LAKE GENEVA SUBSTATION
RELOCATION - EXISTING CONDITIONS

- NOTES:
- 1. GENERAL ARRANGEMENT PROVIDED BY ALLIANT ENERGY.
 - 2. SURVEYED UTILITY LOCATIONS PROVIDED BY ALLIANT ENERGY.
 - 3. ELEVATION DATA RETRIEVED FROM WALWORTH COUNTY.
 - 4. ENVIRONMENTAL CORRIDOR BOUNDARY LOCATION IS APPROXIMATED FROM THE CITY OF LAKE GENEVA ZONING MAP.



LEGEND

- 860 EXISTING MAJOR CONTOURS
- EXISTING MINOR CONTOURS
- EXISTING FENCE LINE
- EXISTING PROPERTY LINE
- EXISTING SANITARY SEWER
- EXISTING UTILITY MANHOLE
- EXISTING ATC TRANSMISSION LINE
- PROPOSED PROPERTY BOUNDARY
- PROPOSED EDGE OF GRAVEL
- PROPOSED STORM SEWER
- PROPOSED CONTOURS
- WETLAND INDICATOR SOILS
- ZONE AE FLOODWAY
- APPROX. ENVIROMENTAL CORRIDOR



DOWNTOWN LAKE GENEVA SUBSTATION
RELOCATION OVERVIEW

- NOTES:
- 1. GENERAL ARRANGEMENT PROVIDED BY ALLIANT ENERGY.
 - 2. SURVEYED UTILITY LOCATIONS PROVIDED BY ALLIANT ENERGY.
 - 3. ELEVATION DATA RETRIEVED FROM WALWORTH COUNTY.
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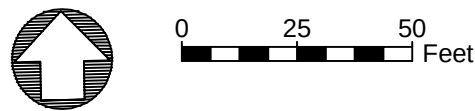
LEGEND

- 860 EXISTING MAJOR CONTOURS
- EXISTING MINOR CONTOURS
- EXISTING FENCE LINE
- EXISTING PROPERTY LINE
- S S EXISTING SANITARY SEWER
- EXISTING UTILITY MANHOLE
- OH EXISTING ATC TRANSMISSION LINE
- PROPOSED PROPERTY BOUNDARY
- PROPOSED EDGE OF GRAVEL
- STM STM STM PROPOSED STORM SEWER
- PROPOSED CONTOURS
- LEVEL 1 WETLAND BOUNDARY
- ZONE AE FLOODWAY
- APPROX. ENVIROMENTAL CORRIDOR



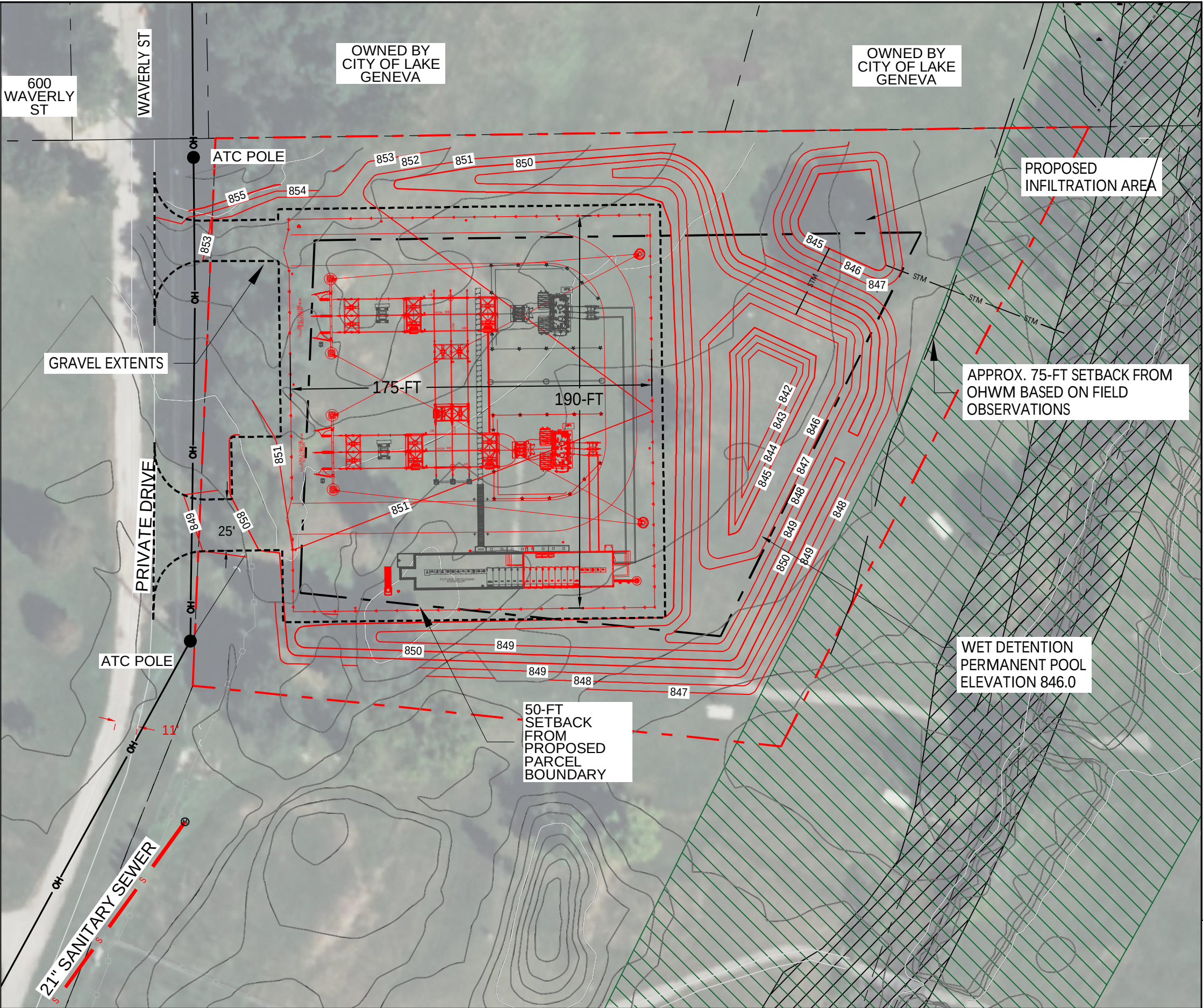
DOWNTOWN LAKE GENEVA SUBSTATION RELOCATION - PRELIMINARY SITE PLAN

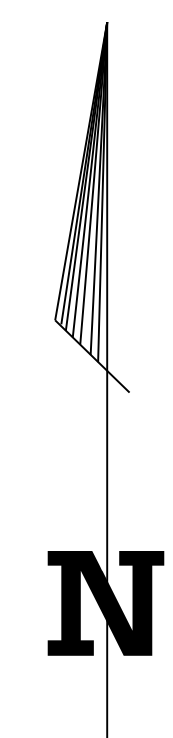
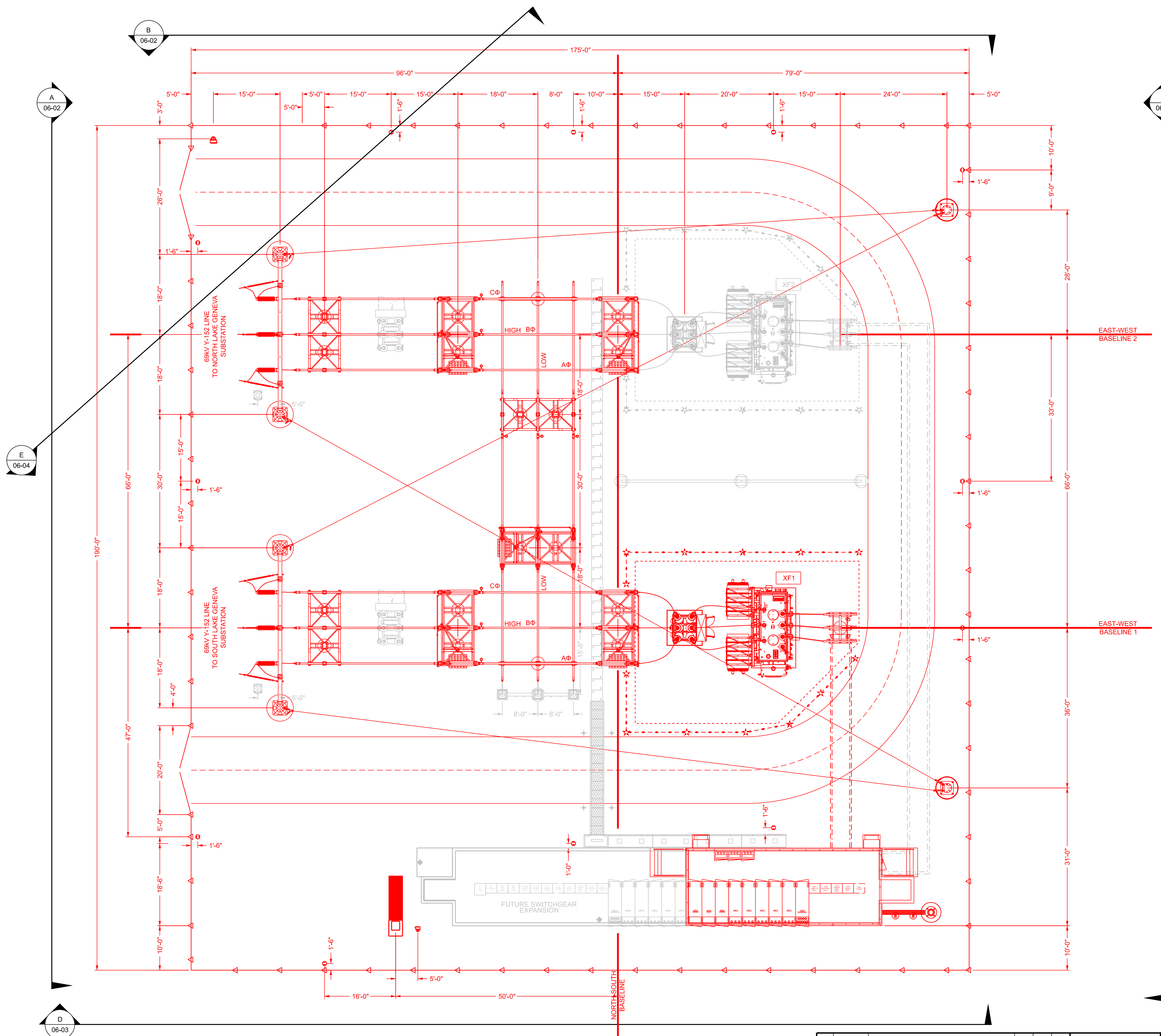
- NOTES:
- 1. GENERAL ARRANGEMENT PROVIDED BY ECI, MAY 5, 2023.
 - 2. SURVEYED UTILITY LOCATIONS PROVIDED BY ALLIANT ENERGY.
 - 3. ELEVATION DATA RETRIEVED FROM WALWORTH COUNTY.
 - 4. ENVIRONMENTAL CORRIDOR BOUNDARY LOCATION IS APPROXIMATED FROM THE CITY OF LAKE GENEVA ZONING MAP.
 - 5. APPROXIMATELY 2.32 ACRES OF PROPERTY REQUIRED.
 - 6. PROPERTY ACQUIRED FOR PARK OPTION WOULD LIKELY TRIGGER STORMWATER MANAGEMENT REQUIREMENTS FOR WDNR AND THE CITY OF LAKE GENEVA.
 - 7. DISTURBANCE FROM PROPOSED STORM SEWER EXTENDS INTO ENVIRONMENTAL CORRIDOR.
 - 8. LEVEL 1 WETLAND DELINEATION SHOWED LIKELY REGULATORY WETLANDS TO THE NORTHEAST OF THE PROPOSED SITE. FIELD VERIFICATION OF BOUNDARY YET REQUIRED.



LEGEND

- EXISTING MAJOR CONTOURS
- EXISTING MINOR CONTOURS
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- EXISTING SANITARY SEWER
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- PROPOSED CONTOURS
- LEVEL 1 WETLAND BOUNDARY
- ZONE AE FLOODWAY
- APPROX. ENVIROMENTAL CORRIDOR





CLASSIFIED:
CONFIDENTIAL PCII
DATE: 05-02-2023

WISCONSIN POWER AND LIGHT COMPANY

DOWNTOWN LAKE GENEVA SUBSTATION LAKE GENEVA, WI
SUBSTATION PLAN VIEW

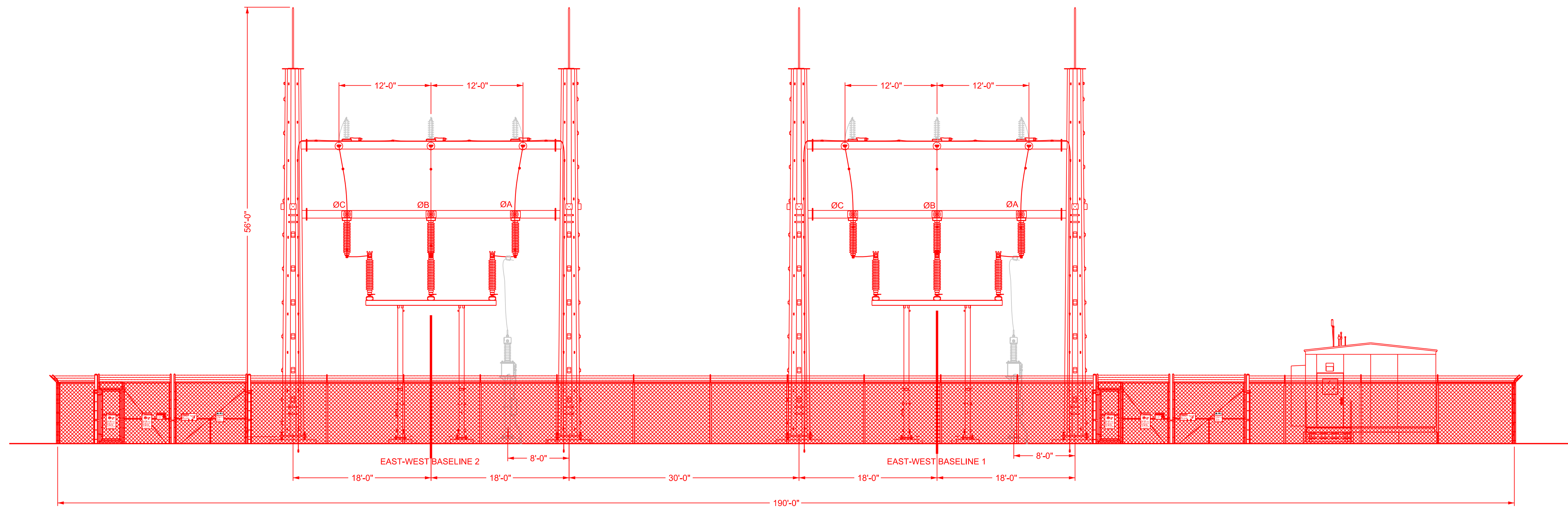


SCALE: 3/32"=1'-0" DWG. NO. 16025-06-01

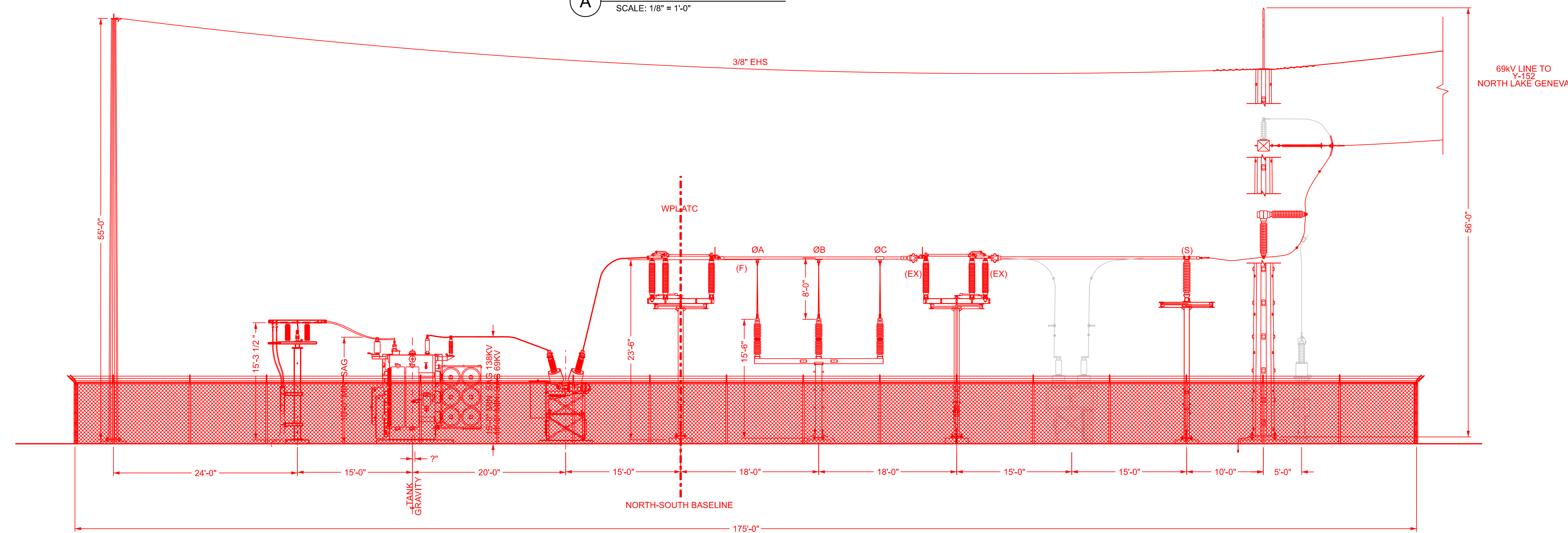
NO.	DATE	REVISION	BY	CHKD	APVD
0	04-20-2023	FOR PERMITTING	ECI-DLH	ECI-RWM	AE-DCH

CONFIDENTIAL
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TB V8.01.03 8-MAY-2023 Plotted: File: N:\Shared\01 ECI\Alliant Energy\02 Projects\ALT-278 Scoping Support\DT Lake Geneva\100 CADD\120 Conceptual\121 138 kV SGDB with Tie Provisions\Clean DGNs\16025-06-02.dgn



A EQUIPMENT ELEVATION
SCALE: 1/8" = 1'-0"



B EQUIPMENT ELEVATION
SCALE: 1/8" = 1'-0"

**CLASSIFIED:
CONFIDENTIAL PCII**
DATE: 05-02-2023

SEED FILE: SGDB-06-02-138
REV: 1 DATE: 10-02-2020

NO.	DATE	REVISION	BY	CHKD	APVD
0	04-20-2023	FOR PERMITTING	ECH-DUH	ECH-RMW	AE-DCH

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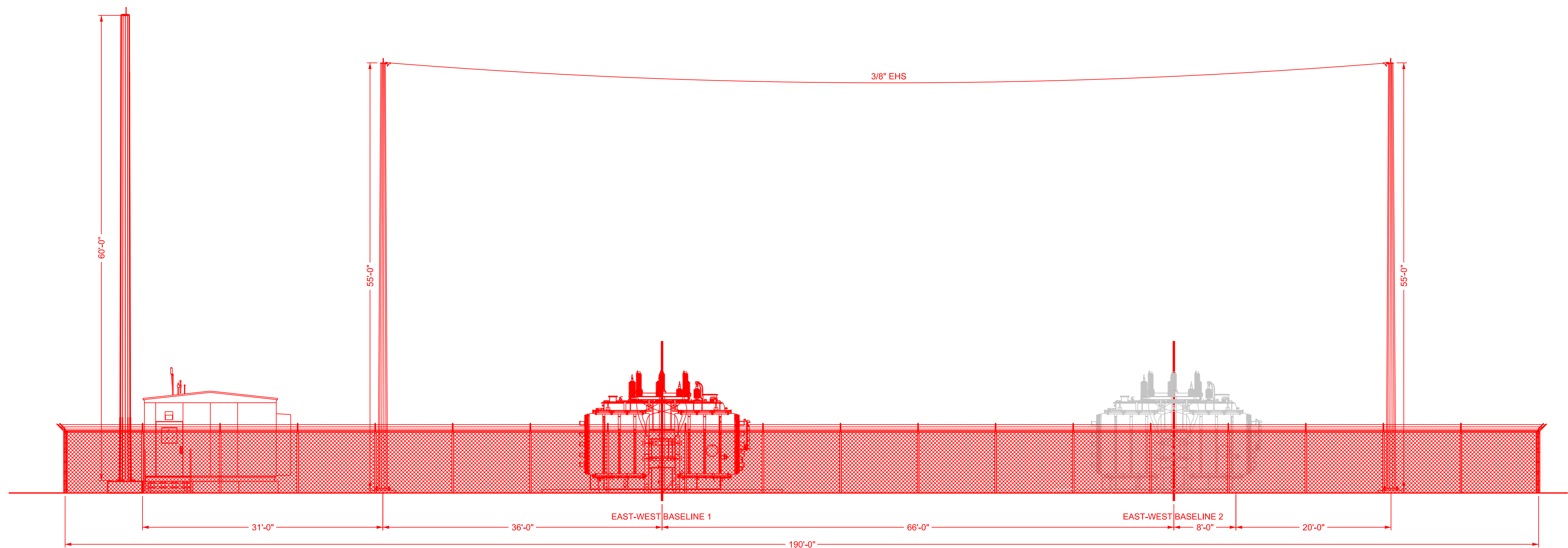


WISCONSIN POWER AND LIGHT COMPANY
DOWNTOWN LAKE GENEVA SUBSTATION LAKE GENEVA, WI
SUBSTATION ELEVATION VIEWS
SECTIONS A & B

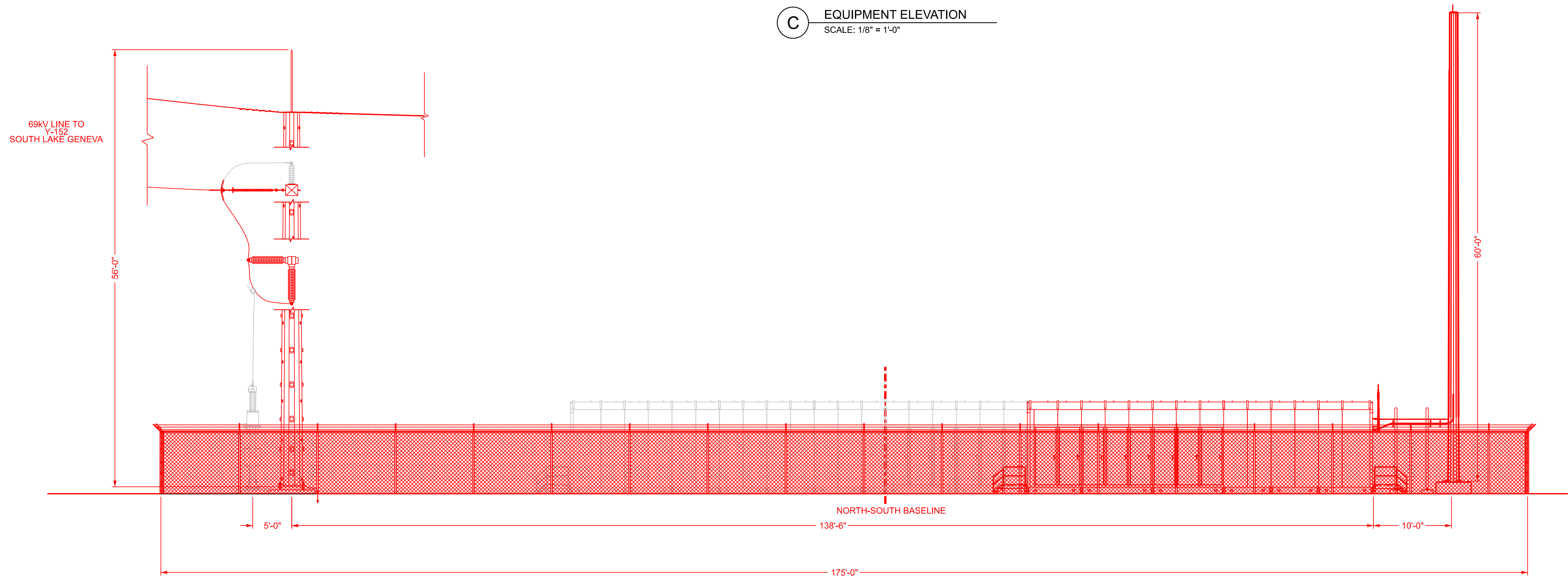
SCALE: 1/8" = 1'-0"

DWG. NO.

16025-06-02



C EQUIPMENT ELEVATION
SCALE: 1/8" = 1'-0"



D EQUIPMENT ELEVATION
SCALE: 1/8" = 1'-0"

CLASSIFIED:
CONFIDENTIAL PCII
DATE: 05-02-2023

WISCONSIN POWER AND LIGHT COMPANY

DOWNTOWN LAKE GENEVA SUBSTATION LAKE GENEVA, WI

SUBSTATION ELEVATION VIEWS
SECTIONS C & D

SCALE: 1/8" = 1'-0"

DWG. NO.

16025-06-03

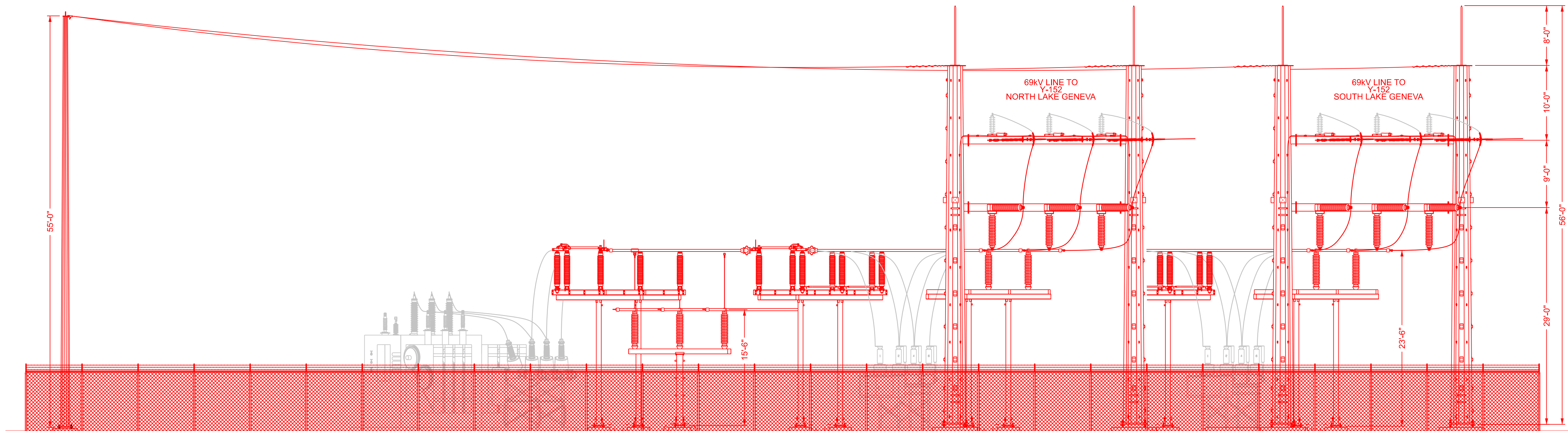
SEED FILE: SCDB-06-05-138
REV: 0 DATE: 11/27/2019

0	04-20-2023	FOR PERMITTING	ECI-DLH	ECI-RWM	AE-DCH
NO.	DATE	REVISION	BY	CHKD	APP'D

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E EQUIPMENT ELEVATION
SCALE: 1/8" = 1'-0"

CLASSIFIED:
CONFIDENTIAL PCII
DATE: 05-02-2023

0	04-20-2023	FOR PERMITTING	ECI-JSS	ECI-RMW	AE-DCH
NO.	DATE	REVISION	BY	CHKD	APP'D

CONFIDENTIAL

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WISCONSIN POWER AND LIGHT COMPANY
DOWNTOWN LAKE GENEVA SUBSTATION LAKE GENEVA, WI
SUBSTATION ELEVATION VIEW
SECTION E

SCALE: 1/8" = 1'-0"

DWG. NO.

16025-06-04

Example Pictures of a Distribution Substation

Exhibit #1



Exhibit #2



Exhibit #3

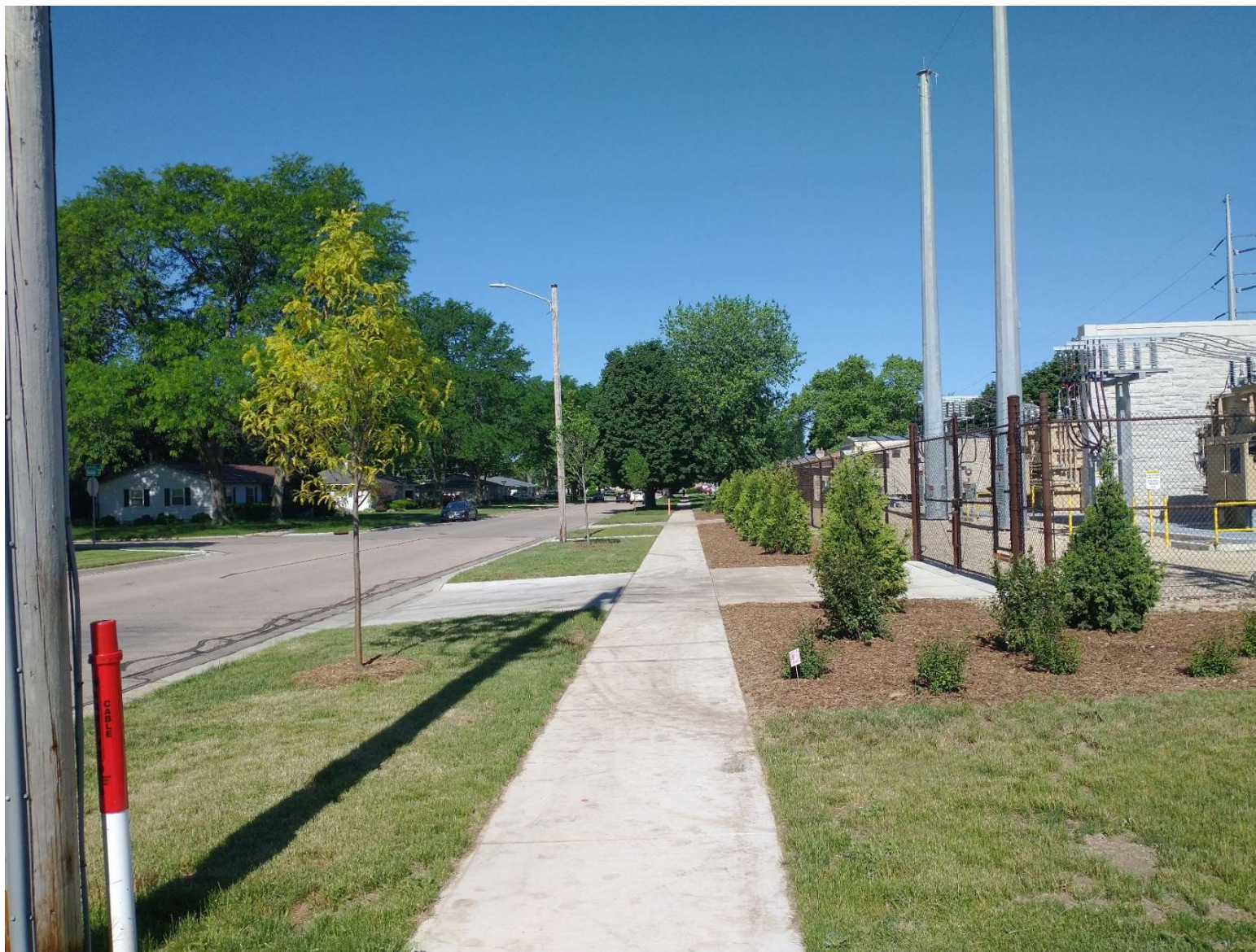
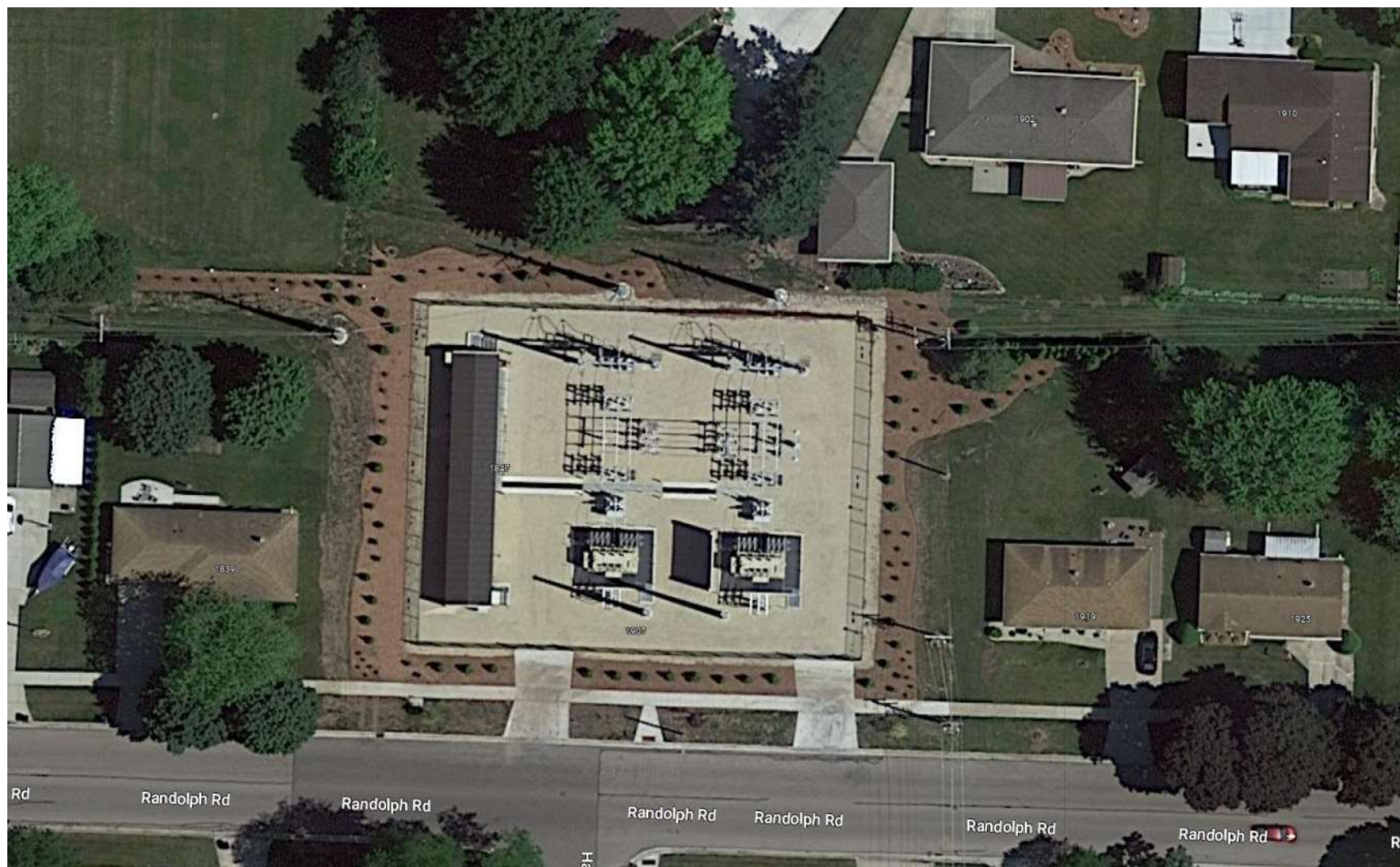


Exhibit #4



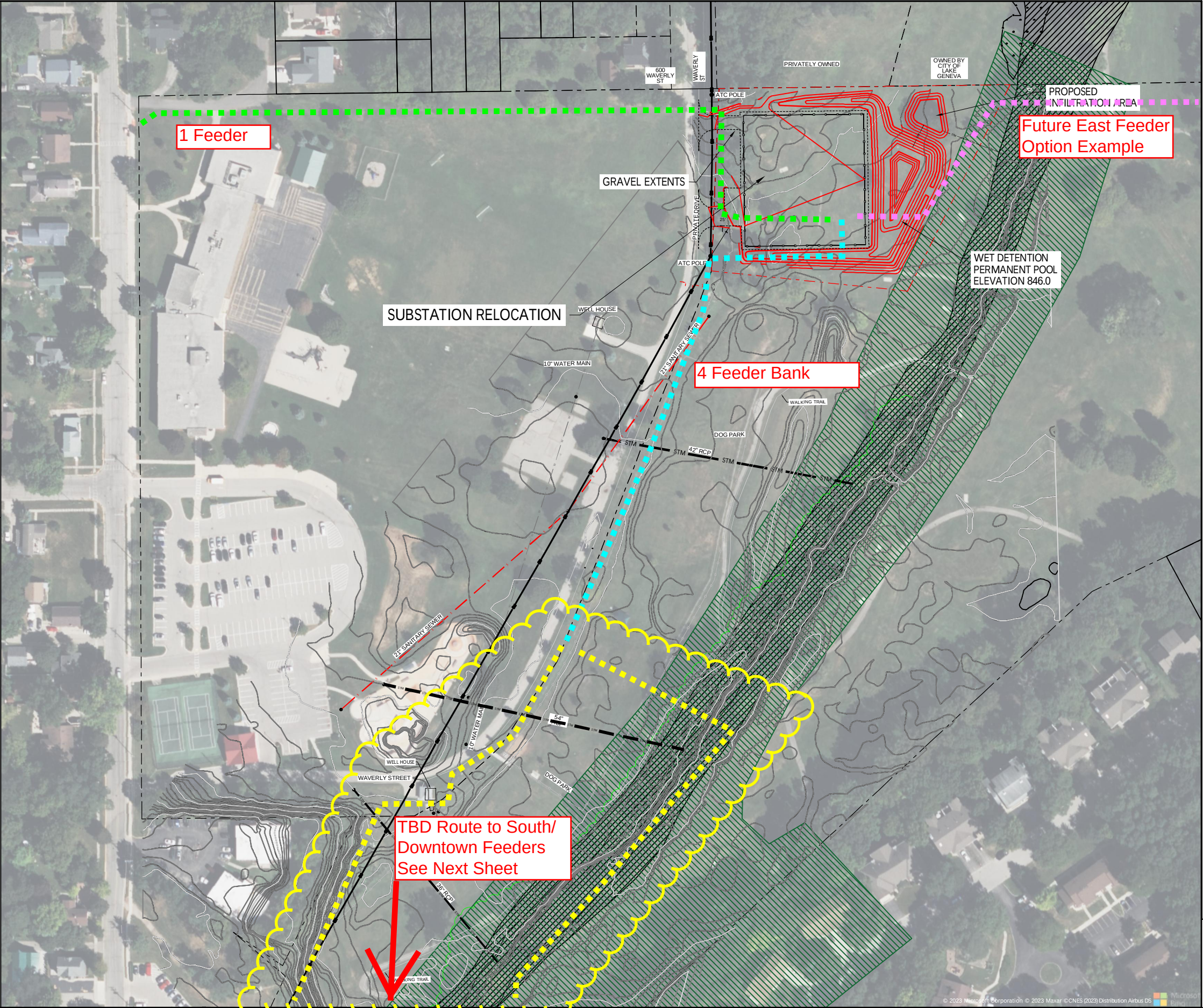
DOWNTOWN LAKE GENEVA SUBSTATION
RELOCATION OVERVIEW

- NOTES:
- 1. GENERAL ARRANGEMENT PROVIDED BY ALLIANT ENERGY.
 - 2. SURVEYED UTILITY LOCATIONS PROVIDED BY ALLIANT ENERGY.
 - 3. ELEVATION DATA RETRIEVED FROM WALWORTH COUNTY.
 - 4. ENVIRONMENTAL CORRIDOR BOUNDARY LOCATION IS APPROXIMATED FROM THE CITY OF LAKE GENEVA ZONING MAP.



LEGEND

- 860 EXISTING MAJOR CONTOURS
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- ZONE AE FLOODWAY
- APPROX. ENVIROMENTAL CORRIDOR



PROJECT: DOWNTOWN LAKE GENEVA SUBSTATION

OWNER: ALLIANT ENERGY

STREET: WAVERY STREET

TITLE: DOWNTOWN LAKE GENEVA SUBSTATION RELOCATION - OVERVIEW

SHEET 2



ORDINANCE OF THE COMMON COUNCIL			
An ordinance amending multiple sections of Chapter 34, Historical Preservation, of the Citi of Lake Geneva Municipal Code			
Committee	Finance, Licensing, and Regulation Committee to consider on August 15, 2023		
Fiscal Impact:	N/A		
File Number:	23-08	First Reading : Second Reading :	August 28, 2023 September 11, 2023

The City of Lake Geneva Common Council does ordain as follows:

CITY OF LAKE GENEVA, WI
Chapter 34. Historical Preservation

ArticleI

I. IN GENERAL

Sec. 34-1. Purpose and intent of chapter.

[Ord. No. 96-2, §-I, 1-22-1996]

In accordance with the authority granted by W.S.A. §-62.23(7)(em), it is declared a matter of public policy that the protection, enhancement, perpetuation and use of historic structures, sites, and districts that represent and define the ~~City's~~City of Lake Geneva's cultural, social, economic, political and architectural history is a public necessity and is required in the interest of health, prosperity, safety and welfare of the people. Furthermore, the purpose of this section is to:

(1) —

(1) Foster civic awareness and pride in the notable accomplishments of the past.

(2) — Educate the public as to the need and value of ~~athe~~ the City of Lake Geneva's historic preservation program and its enhancements of the quality of life.

(3) — Stabilize and improve the property values.

(4) — Enhance the visual and aesthetic character of the City- of Lake Geneva.

(5) — Protect the ~~City's~~City of Lake Geneva's special architectural history and character for its residents and guests.

(6) ~~—~~ Serve as a support and stimulus to business, industry and tourism thereby strengthening the economy of the City.

Sec. 34-2. Definitions.

[Ord. No. 96-2, § II, 1-22-1996]

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

ALTERATION

- Any act or process which changes the exterior features of a property or an improvement which has been designated for preservation pursuant to the provision of this chapter.

CERTIFICATE OF APPROPRIATENESS

- The certificate of approval issued by the Historic Preservation Commission approving alteration, construction or demolition of a designated historic structure or historic site.

COMMISSION

- The Historic Preservation Commission established under Article II with the power and duties granted under this chapter.

CONSTRUCTION

- Any act or process which requires a building permit.

DEMOLITION

- Any act or process which destroys or removes, in whole or in part, an improvement which has been designated for preservation pursuant to the provisions of this chapter. For purposes of this chapter demolition requires a permit.

EXTERIOR FEATURES

- The architectural ~~style, the general design features and arrangement of materials exhibited on~~ the exterior of a building, ~~structure or improvement, and natural features.~~

HISTORIC DISTRICT

- An area designated by the City Council of Lake Geneva

on recommendation of the Historic Preservation Commission that contains two or more historic structures or sites related historically or aesthetically and which has been designated a historic district pursuant to the provisions of this chapter.

HISTORIC SITE

~~Any parcel of land of national, state or local historic, geological or archeological significance due to a substantial value in tracing the history or prehistory of man or upon which a historic event has occurred and which has been nominated and accepted as a historic site pursuant to the provisions of this chapter.~~

HISTORIC STRUCTURE

~~Any improvement which has a special character, historic interest, significance or value as part of the developmental heritage or cultural characteristics of the City, state or nation, and which had been nominated and accepted by the owner as a historic structure pursuant to the provisions of this chapter.~~

IMPROVEMENT

~~- Any building, structure, place, work of art or other object, (such as parking facility fence, gate, wall, etc.) constituting a physical betterment of real property or any part of such betterment (such as light fixtures, signs, sidewalk, street furniture, etc.).~~

NATIONAL AND/OR STATE HISTORICAL REGISTER PROPERTY

~~Is any property that is listed on the National Register of Historic Places in the state or the state register of historic places.~~

LANDMARK –

- ~~a. Any improvement which has architectural, cultural, or historic character or value reflecting the development, heritage, or cultural characteristics of a distinct community present in the city, the city itself, the state or the nation and which has been designated as a landmark under the provisions of this chapter, or~~
- ~~b. Any land of historic significance due to a substantial value in tracing the history or humankind, or upon which an historic event has occurred, and which has been designated as a landmark under the provisions of this chapter.~~

LANDMARK SITE – the lot or parcel identified in the official landmark designation maintained by the city. If a landmark designation does not identify a lot or parcel, landmark site means any lot, or part thereof, on which is situated a landmark, and any abutting lot, or part thereof, used as and constituting part of the premises on which the landmark is situated.

The

RESCISSION

~~To rescind, reverse or annul prior historic designation.~~

Sec. 34-3 Maintenance.

{Ord. No. 96-2, § VI, 1-22-1996}

(a) —The owner of a historic structure or site shall be encouraged to keep in good repair all of the exterior

portions of such, and all interior portions which, if not so maintained, may cause or tend to cause the exterior portions of such to fall into a state of disrepair as follows:

- ~~(1) The deterioration of exterior walls or other vertical supports.~~
 - ~~(2) The deterioration of roofs or other horizontal members.~~
 - ~~(3) The deterioration of external chimneys.~~
 - ~~(4) The deterioration or crumbling of exterior plaster or mortar.~~
 - ~~(5) The ineffective waterproofing of exterior walls, roof and foundation, including broken windows or doors.~~
 - ~~(6) The peeling of paint, rotting holes and other forms of decay.~~
 - ~~(7) The deterioration of surrounding environment, e.g., fences, gates, sidewalks, steps, signs, accessory structures and landscaping.~~
 - ~~(8) The deterioration of any feature so as to create or permit the creation of any hazardous or unsafe conditions.~~
 - ~~(9) All interior portions which may cause the exterior to deteriorate or become damaged or to otherwise fall into a state of disrepair.~~
 - ~~(b) The purpose of this section is to encourage the prevention of deterioration or damage by vandalism or natural causes that may require subsequent demolition or reduced marketability of a building or a structure that is designated a historical structure or site.~~
- ~~See. Commission may adopt specific operating guidelines for landmark sites designation, provided that such are in conformance with the provisions of this section.~~

RESCISSION ~~34-4 Conditions dangerous to life, health or property.~~

~~- The removal of a landmark designation placed on a property under the provisions of this ordinance.~~
~~{Ord. No. 96-2, § VIII A., 1-22-1996}~~

~~Nothing contained in this chapter shall prohibit the making of necessary repairs, alteration or demolition of any historic structures, any improvement on a historic site or in a historic district pursuant to order of any government agency or pursuant to any court judgment for the purpose of remedying emergency conditions determined to be dangerous to life, health or property. In such cases, approval from the Commission shall not be necessary.~~

~~Sec. 34-5. through See~~ Sec. 34-30. (Reserved)

Article

II

HISTORIC PRESERVATION COMMISSION

~~See.~~

Sec. 34-31. Creation and establishment; composition.

[Ord. No. 96-2, § III A., 1-22-1996; amended 12-10-2012 by Ord. No. 12-25]

The Historic Preservation Commission of the municipal government of the City of Lake Geneva is hereby created and established. The Historic Preservation Commission shall consist of seven members all of whom shall be citizens and residents of the City— of Lake Geneva. To the greatest extent possible the commissioners shall represent expertise in the fields of architecture, history, architectural history, construction, planning, archaeology, cultural anthropology, landscape architecture, and other closely related fields.

The following persons, if available in the community shall be considered desirable for membership: An attorney, a registered architect, an educator, a historian or person active in historic or architectural preservation, an artist, licensed real estate broker, and local businessperson. In addition, the Commission shall include one member of the City Council— of Lake Geneva. Each member shall have, to the highest extent practicable, a known interest and concern for historic preservation. Members of the Commission shall be appointed by the Mayor and approved by the City Council of Lake Geneva by majority vote.

Sec. 34-32. Terms; vacancies; removal; compensation.

[Ord. No. 96-2, §-III B., 1-22-1996]

Of the initial members so appointed to the Commission, two shall serve a term of one year; two shall serve a term of two years and two shall serve a term of three years. Thereafter, the terms of each member shall be for three years. The Alderperson member shall serve a one-year term and may be reappointed. Vacancies caused by resignation otherwise shall be filled by appointment for the period of the unexpired term. A member may be removed from the Commission by the Mayor with the approval of a majority of the City Council— of Lake Geneva. Members of the Commission shall serve without compensation.

Sec. 34-33. Election of officers; rules; records; meetings; quorum.

[Ord. No. 96-2, §-III C., 1-22-1996; amended 12-10-2012 by Ord. No. 12-25]

(a)—— Meeting. The Commission shall meet a minimum of four times per year. Additional meetings may be called by the Chairman or by action of the members at a duly called meeting. All meetings shall be held at the Lake Geneva City Hall unless otherwise designated by the Chairman.

(b)—— Rules of order. The Chairperson shall call the meeting to order, shall preserve order and decorum, shall decide all questions of order, and shall conduct

the proceedings of the meeting in accordance with Robert's Rules of Order, unless otherwise provided by statute or by the rules stated herein.

(c) ~~Quorum.~~ A majority of the membership of the Commission shall constitute a quorum for the transaction of business.

(d) ~~Organization.~~ The members of the Historic Preservation Commission shall elect a Chairman from amongst its members. The Commission may elect other officers necessary or appropriate to aid in the efficient running of the Commission.

(e) ~~Agenda.~~ The Chairperson is responsible for the preparation of the agenda and shall provide a digital or electronic copy of such agenda to the City Clerk for posting and distribution to other Commission members and the public at least 48 hours prior to such meeting. Informational material for items identified on the agenda shall also be provided with the agenda when practical.

~~(f) Commission action. Unless otherwise stated herein, the Historic Preservation Commission is advisory in its capacity and shall make recommendations to the City Council.~~

(g) ~~Submittal of minutes.~~ The Acting Secretary shall submit in a timely fashion a digital copy of the meeting minutes to the City Clerk for posting and distribution.

If action by the City Council of Lake Geneva is desired, such action shall be so noted in the minutes.

Sec. 34-34. Powers and duties.

[Ord. No. 96-2, § IV, 1-22-1996]

~~(a) Recommendation of designation of historic districts.~~

The Commission shall have the ~~duty~~power to recommend to the City Council of Lake Geneva designation of landmarks, landmark sites, and historic districts within the City of Lake Geneva.

(a) Recommendation of designation of landmarks, landmark sites, and historic districts. The Commission shall recommend to the City Council of Lake Geneva designation of individual landmarks, landmark sites and historic districts. Such recommendations shall be in accordance with SectionSec. 34-61-61a

~~(b) Nomination of properties as historic-landmarks, landmark sites, and structureshistoric districts. The Commission may nominate properties or areas of the city for designation as landmarks, landmark sites, or historic sites or structuresdistricts. Such nomination shall be in accordance with SectionSec. 34-62-63. The Commission shall also provide a nomination form which may be used by any resident of the city to nominate any property or area within the city for designation as a landmark, landmark site or historic district.~~

~~(c) Authorizing certificates of appropriateness. The Commission may authorize certificates of appropriateness. Such authorization shall be in accordance with Article IVSec. 34-81 of this chapter.~~

~~(d) Additional duties. The Commission:~~

- (1) ~~_____~~ Shall work for the continuing education of the public about the historic heritage of the City of Lake Geneva and the ~~historic structures, landmarks, landmark~~ sites, and historic districts designated under the provisions of this chapter.
- (2) ~~_____~~ Shall function as a resource, providing information and suggestions concerning ways in which modifications of landmarks, landmark sites, and historic ~~structures~~ districts can be made in keeping with the provisions of this chapter.
- (3) ~~_____~~ May make use of the state historical preservation guidelines to facilitate ~~_____~~ the review of proposals received in accordance with the provisions of this ~~_____~~ chapter.
- (4) ~~_____~~ May prepare or cause to be prepared a historic preservation master plan in accordance with the provisions of this chapter.
- (5) ~~_____~~ Shall develop a historic district plan for each designated historic district in accordance with provisions of ~~Article IV~~ Sec. 34-62 of this chapter.
- ~~_____~~ (6) ~~_____~~ Shall provide assistance to residents in their efforts to obtain for their property local, state or federal historic designation ~~on local, state and national lists of historic structures, for their property.~~
- (7) ~~_____~~ Shall maintain a ~~listing of historic structures, list of individual landmarks, landmark~~ sites, and historic districts, ~~and designated under the provision of this ordinance and shall make copies of the list publicly available to the City Council, state and federal review agencies, and the public.~~
- (8) ~~_____~~ May prepare, or cause to be prepared at the city's expense, appropriate markers or signs to be placed upon or near landmarks, landmark site, and in prominent locations in historic ~~structures, sites, and~~ districts.
- (9) ~~_____~~ Shall cooperate with the state historic preservation ~~office~~ office and the state historic preservation review board in attempting to include properties that have been accepted as historic structures under this chapter as local landmarks, landmark sites, and historic sites, structures or districts in the ~~state register~~ State Register of ~~historic places~~ Historic Places and the National Register of Historic Places.
- (10) ~~_____~~ May solicit and receive revenue for the purpose of historic ~~_____~~ preservation ~~in the City. Such revenue shall be placed in a special City fund for such purpose.~~
- ~~_____~~ (11) ~~_____~~ Shall research, maintain and distribute to the public information ~~_____~~ concerning tax and other financial incentives available for historic ~~_____~~ preservation.
- ~~_____~~ (12) ~~_____~~ The Commission shall encourage financial institutions to offer

_____ favorable loans for rehabilitation or restoration of historic properties. The
_____ Commission shall advise and assist property owners in obtaining
_____ information on special financing programs.

Sec. 34-35. through Sec. 34-60. (Reserved)

Article III

DISTRICTS, STRUCTURES AND SITES. LANDMARK, LANDMARK SITE, OR HISTORIC DISTRICT DESIGNATION.

Sec. 34-61. Designation and nomination criteria for district designations and property nominations.

[Ord. No. 96-2, § V, 1-22-1996]

For the purpose of this chapter, landmark, landmark site, or historic district designation may be placed on any site, natural or improved, including any building, improvement or structure located thereon, or any area of particular historic, architectural or cultural significance to the City of Lake Geneva.

Properties or groupings of properties in Lake Geneva are historically significant and eligible for landmark designation if they meet any of the following criteria:

- (1) Reflects the cultural, political, economic or social history of the community, state or nation;
- (2) Is associated with the productive life of historic personages or important events in national, state or local history;
- (3) Embodies the distinguishing characteristics of an architectural type or specimen inherently valuable for a study of a period's style, method of construction, or of indigenous materials or craftsmanship;
- (4) Is representative of the notable work of a master builder, designer or architect who influenced his age; or
- (5) Has yielded, or may be likely to yield, information important to prehistory or history.

Sec. 34-62. Development of historic district plan.

[Ord. No. 96-2, § VIII, 1-22-1996]

(a) Plan analyses and objectives. Each historic district plan approved by the Historic Preservation Commission shall include a cultural and architectural analysis supporting the historic significance of the area, the specific guidelines for development and a statement of preservation objectives.

(b) Design criteria. Design criteria to be considered in the development of historic district plans are as follows:

- (1) The gross volume and height of any new structure shall be visually compatible with the buildings and environment with which it is visually related.
- (2) In the street elevation of a building, the proportion between the building and environment with which it is visually related shall be considered.
- (3) The proportions and relationships between doors and windows in the street facade should be compatible with the buildings and environment with which it is visually related.
- (4) The rhythm of solids to voids, created by openings in facade, should be compatible with buildings and environment with which it is visually related.
- (5) The existing rhythm created by existing building masses and spaces between them should be preserved.
- (6) The materials, texture, colors and patterns used in the final facade should be compatible with the buildings and environment with which it is visually related.
- (7) The design of the roof should be visually compatible with the buildings and environment with which it is visually related.
- (8) The landscape plan should be sensitive to the individual building, its occupants and their needs and be compatible with the buildings and environment with which it is visually related.
- (9) The street facade should blend with other buildings via directional expression. When adjacent buildings have a horizontal or vertical expression, this expression should be carried over and reflected.
- (10) Architectural elements should be incorporated as necessary to relate the new with the old and to preserve and enhance the inherent characteristics of the area.

Sec. 34-63. Procedures for historic district designations.
[Ord. No. -96-2, § V, 1-22-1996]

The Commission may, after notice published as a Class I notice and public hearing, as well as due notice to the parties in interest and adjacent property owners, recommend historic districts, or rescind such designation or

recommendation, after application of the criteria a

~~{Ord. No. 96-2, § V, 1-22-1996}~~

Procedures for the designation of historic districts are as follows:

~~(1) —~~

~~(1) Submission of recommended area to Planning Commission. The Commission may upon its own initiative submit to the Planning Commission for public hearing and recommendation to the City Council, areas to be designated as historical districts.~~

~~(2) —~~

~~(2) Public hearing; recommendations to City Council. The Planning Commission, upon receipt of the proposed designation of historical districts, shall hold a public hearing on the proposed district and pursuant to the criteria in Section 34-63, and shall make their recommendations to the City Council within 60 days.~~

~~(3) —~~

~~(3) Notice of hearing. Notice of such hearing shall be published as a Class 1 notice under W.S.A. § 985.06(2) pursuant to W.S.A. § 62.11(4). In cases of designation of historic districts, notice of the time, place and purpose of the public hearing shall be sent by the Commission to the Alderpersons of the Aldermanic District or Districts in which the historic district is located.~~

~~(4) —~~

~~(4) Notification of owners of record. In the matter of the designation of historic district, the City Council, upon review of the recommendation from the Planning Commission, shall notify the owners of record, who are owners of property, in whole or in part, situated within 100 feet of the boundaries of the property affected or within the boundaries of the proposed historic district. For the purpose of this chapter owners of record are those listed in the office of the City Assessor.~~

~~(5) Effect on properties. Properties within a historic district are not affected by any requirements of this chapter unless such properties are nominated and accepted as historical sites or structures by the owners as established in Section~~

~~34-62.~~

~~Sec. 34-6264. Procedures for historielocally designated landmark structure or landmark site~~

~~nomination.~~

~~nominations.~~

~~[Ord. No. 96-2, § V B., 1-22-1996; Ord. No. 07-02, § 1, 2-12-2007]~~

~~Nomination procedures for historic structures or sites shall be as follows:~~

~~(~~

~~1) —. Nominations made to property owners; acceptance or rejection. Historic structure or site nominations shall be made directly to the property owner by certified mail with notification by the Commission. Commission nominations for local city-owned landmarks shall be referred to the Planning Commission for public hearing and recommendation to the City Council of Lake Geneva.~~

~~2. Acceptance of nomination; plaque. — No action will be taken until such time as When the nomination is either accepted or rejected. of a landmark or landmark site has been accepted, the Commission, in cooperation with the property owner, may cause to be prepared and erected on such property, a suitable plaque provided by the City of Lake Geneva.~~

~~(2) — (Reserved)~~

(
3) ~~Application by owner. Property owners~~Lake Geneva residents who feel ~~that their~~a property may ~~meet the criteria to~~ qualify as ~~historical structures or sites~~a landmark structure or landmark site under this chapter may apply to the Commission in writing for nominations as a ~~historical~~landmark structure or ~~landmark~~ site. Acceptance by the Commission of any such application will be made by the Commission pursuant to its rules and the criteria established and set forth in ~~Section~~Sec. 34-63~~61~~.

(4) ~~Commission nominations. Commission nominations shall be referred to the Planning Commission for public hearing and recommendation to the City Council.~~

(5) ~~Acceptance of nomination; plaque. When the nomination of a historic structure or site has been accepted, the Commission, in cooperation with the property owner, may cause to be prepared and erected on such property, a suitable plaque provided by the City.~~

Sec. 34-63 Designation and nomination criteria for district designations and property nominations.
~~{Ord. No. 96-2, § V C., 1-22-1996}~~

~~Historic district designation and property nominations may be recommended using the following criteria:~~

- ~~(1) Reflects the cultural, political, economic or social history of the community, state or nation;~~
- ~~(2) Is identified with historic personages or important events in national, state or local history;~~
- ~~(3) Embodies the distinguishing characteristics of an architectural type or specimen inherently valuable for a study of a period's style, method of construction, or of indigenous materials or craftsmanship;~~
- ~~(4) Is representative of the notable work of a master builder, designer or architect who influenced his age; or~~
- ~~(5) Has yielded, or may be likely to yield information important to prehistory or history.~~

~~Sec. 34-64 Rescission procedures.~~
~~{Ord. No. 96-2, § V D., 1-22-1996}~~

~~Rescission procedures are as follows:~~

- ~~(1) The Commission may recommend that any designation of a historic district or accepted nomination of a historic site or structure should be rescinded.~~
- ~~(2) Criteria to be considered for rescission may include, but are not limited to, an application that demonstrates that the owner wishes to sell but is unable to find a buyer willing to preserve such historic structure or site.~~

~~(3) Rescission recommendations are to be made to the Planning Commission and the City Council pursuant to Section 34-61(2), (3), (4).~~

~~Sec. 34-65 Development of historic district plan.~~
~~{Ord. No. 96-2, § VIII, 1-22-1996}~~

(a) ~~Plan analyses and objectives. Each historic district plan approved by the Historic Preservation Commission shall include a cultural and architectural analysis supporting the historic significance of the area, the specific guidelines for development and a statement of preservation objectives.~~

~~(b) Design criteria. Design criteria to be considered in the development of historic district plans are as follows:~~

~~(1) The gross volume and height of any new structure shall be visually compatible with the buildings and environment with which it is visually related.~~

~~(2) In the street elevation of a building, the proportion between the building and environment with which it is visually related shall be considered.~~

~~(3) The proportions and relationships between doors and windows in the street facade should be compatible with the buildings and environment with which it is visually related.~~

~~(4) The rhythm of solids to voids, created by openings in facade, should be compatible with buildings and environment with which it is visually related.~~

~~(5) The existing rhythm created by existing building masses and spaces between them should be preserved.~~

~~(6) The materials, texture, colors and patterns used in the final facade should be compatible with the buildings and environment with which it is visually related.~~

~~(7) The design of the roof should be visually compatible with the buildings and environment with which it is visually related.~~

~~(8) The landscape plan should be sensitive to the individual building, its occupants and their needs and be compatible with the buildings and environment with which it is visually related.~~

~~(9) The street facade should blend with other buildings via directional expression. When adjacent buildings have a horizontal or vertical expression, this expression should be carried over and reflected.~~

~~(10) Architectural elements should be incorporated as necessary to relate the new with the old and to preserve and enhance the inherent characteristics of the area.~~

~~Sec. 34-66 through Sec. 34-90~~80. (Reserved)

Article

IV

CERTIFICATES OF APPROPRIATENESS

Sec. 34-~~94~~81. Procedures.

[Ord. No. 96-2, §_VII A., 1-22-1996; Ord. No. 07-02, §_1, 2-12-2007]

Any application for a permit from the Building Inspector involving the exterior of a designated landmark or a designated structure within an historic district shall be filed with the Historic Preservation Commission.

An owner, lessee, or person in charge of a designated landmark who applies for a permit to alter, ~~construct~~ or demolish a ~~nominated and accepted historic structure, site, or national or state historic registry structure~~designated landmark or a property in a historic district must first receive a certificate of appropriateness from the Commission prior to being issued a building permit by the City of Lake Geneva Building Inspector, pursuant to the following procedures:

~~(1)~~ —

(1) Application. Applications for certificate of appropriateness shall be submitted to the Commission ~~in combination with requested standard review information and material~~ with supporting materials such as drawings, plans, ~~renderings~~, elevations, or descriptions of proposed work ~~that is necessary for Commission review and recommendation to adequately review the proposed alterations against the standards in Sec. 34-62.~~

~~(2)~~ —

(2) Deadline for submission. Application and ~~review information deadline. The application and requested review information~~ supporting materials must be submitted no less than 10 days prior to the ~~Commission's~~ Commission's regularly scheduled monthly meeting.

~~(3)~~ —

(3) Review of application. Review of the application for certificate of appropriateness will be held at the ~~Commission's~~ Commission's monthly meeting.

~~(4)~~ — ~~Grant; issuance.~~

(4) Issuance of Certificate. If after review, the Commission grants a certificate of appropriateness to the applicant, a written certificate shall be issued and mailed to the applicant within three ~~(3)~~ business days.

~~(5)~~ —

(5) Certificate does not to relieve applicant from other permit and approval requirements.

Issuance of a certificate of appropriateness shall not relieve the applicant from obtaining other permits and approvals required by the City. A building permit or other municipal permits shall be invalid if it is obtained without the presentation of the certificate required for the proposed work.

~~(6)~~ —

(6) Denial; written notice; alternatives for applicant. If after review, the Commission denies the certificate of appropriateness, a written notice of denial and reasons for denial shall be mailed to the applicant within three business days. The Commission ~~may~~ shall assist the applicant by recommending acceptable alternatives that would qualify for a certificate of appropriateness.

~~(7)~~ —

(7) Ordinary maintenance and repairs. Ordinary maintenance and repairs may be undertaken without a certificate of appropriateness, provided that the work involves repairs to existing features of a ~~historic~~ landmark structure or a site or the replacement of elements of a structure with pieces identical in appearance and provided that the work does not change the exterior appearance of the structure or site and does not require the issuance of a building permit.

~~(8)~~ Appeals

(8) Appeal. Any decision of ~~denials. Upon denial of the~~ Commission may be appealed to the City Council through the following procedures:

(a) If 30 days after the Commission denies a certificate of appropriateness, no satisfactory resolution has been reached between the Commission and the applicant, the applicant may, within an additional 30 days thereafter, appeal to the City Council of Lake Geneva from the Commission's decision by written request, specifying the grounds for the appeal.

~~(b)~~ After a public hearing the City Council of Lake Geneva may reverse or modify the decision of the Commission if, after balancing the interests of the public and the preservation of the subject property ~~owners may choose to appeal the denial of such and interest of the owner, the City Council finds~~ that owing to unique conditions pertaining to the specific piece of property, failure to grant the certificate of appropriateness ~~through the procedures set forth in Section~~ will cause serious hardship to the owner. Any such decision will be by majority of Council members present.
~~34-93.~~

Sec. 34-~~92~~82. Criteria and standards for approval.

[Ord. No. 96-2, § VII B., 1-22-1996]

~~(a)~~
(a) Upon filing of any application for a certificate of appropriateness with the Commission, the Commission shall approve the application if the following criteria are met:

~~(1)~~ (1) For ~~nominated and accepted historic structures or sites~~ designated landmarks, the proposed changes would not destroy or adversely affect any exterior feature of the structure or site, visible to a street.

~~(2)~~

(2) For the construction of a new improvement upon a historielandmark site or within a historic district, the exterior of such improvement, visible from a street, would harmonize with the external appearances of neighboring improvements.

~~(3)~~

(3) The historic building or structure is not of such architectural or historical significance that its demolition would be detrimental to the public interest and/or contrary to the general welfare of the people of the City of Lake Geneva and the state.

~~(4)~~

(4) For the demolition of a deteriorated building or structure, any economic hardship or difficulty claimed by the owner ~~would~~was not ~~be~~ self-created or ~~be~~ the result of any failure to maintain the property in good repair.

~~(b)~~

(b) In addition to the criteria of Subsection (a) of this section, the Commission may consider and give decisive weight to any of the following standards:

~~(1)~~

(1) The use of the property shall require minimal change in the defining characteristics of the building and its site and environment.

~~(2)~~

(2) The historic character of a property shall be retained and preserved. The removal of historic materials or alterations of features and spaces that characterize a property shall be avoided.

~~(3)~~

(3) Each property shall be recognized as a physical record of its time, place and use. Changes that create a false sense of historic development, such as adding conjectural features or

architectural elements from other buildings, shall be avoided.

~~(4)~~ —

(4) Properties change over time. Those changes which have acquired historic significance in their own right shall be retained and preserved.

~~(5)~~ —

(5) Distinctive features, finishes and construction techniques or example of craftsmanship that characterize a property shall be preserved.

~~(6)~~ —

(6) Deteriorated historic features shall be repaired rather than replaced whenever practicable. Where the severity of deterioration requires replacement of distinctive features, the new feature shall match the old design, color, texture and other visual qualities and where possible, materials. Replacement of missing features shall be substantiated by documentary, physical or pictorial evidence.

~~(7)~~ —

(7) Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

~~(8)~~ —

(8) Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

~~(9)~~ —

(9) Additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale and architectural features to protect the historic integrity of the property and its environment. However, for restoration, reconstruction or exterior alteration of structures of unusual or uncommon design and of materials and/or textures that cannot be reproduced without great difficulty and/or expense, appropriate alternative design, materials and/or texture may be authorized.

~~(10)~~ —

(10) New additions and adjacent or related new construction shall be undertaken in such manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Sec. 34-93 Appeals. 83. through Sec. 34-90. (Reserved)

Article V. MAINTENANCE AND RESCISSION

Sec. 34-91. Maintenance.

[Ord. No.-96-2, § ~~VII-C~~ VI, 1-22-1996]

(a) The owner of a landmark structure or site shall keep in good repair all of the exterior portions of such, and all interior portions which, if not so maintained, may cause or tend to cause the exterior portions of such to fall into a state of disrepair as follows:

(2) The deterioration of exterior walls or other vertical supports.

(2) The deterioration of roofs or other horizontal members.

- (3) The deterioration of external chimneys.
- (4) The deterioration or crumbling of exterior plaster or mortar.
- (5) The ineffective waterproofing of exterior walls, roof and foundation, including broken windows or doors.
- (6) The peeling of paint, rotting holes and other forms of decay.
- (7) The deterioration of surrounding environment, e.g., fences, gates, sidewalks, steps, signs, accessory structures and landscaping.
- (8) The deterioration of any feature so as to create or permit the creation of any hazardous or unsafe conditions.
- (9) All interior portions which may cause the exterior to deteriorate or become damaged or to otherwise fall into a state of disrepair.

(b) The purpose of this section is to encourage the prevention of deterioration or damage by vandalism or natural causes that may require subsequent demolition or reduced marketability of a building or a structure that is designated a historical structure or site.

Sec. 34-92. Conditions dangerous to life, health or property.

[Ord. No. 96-2, § VIII A., 1-22-1996]

Nothing contained in this chapter shall prohibit the making of necessary repairs, alteration or demolition of any historic structures, any improvement on a historic site or in a historic district pursuant to order of any government agency or pursuant to any court judgment for the purpose of remedying emergency conditions determined to be dangerous to life, health or property. In such cases, approval from the Commission shall not be necessary.

Sec. 34-93. Rescission procedures.

[Ord. No. 96-2, § V D., 1-22-1996]

Rescission procedures are as follows:

- (1) The Commission may recommend that any designation of a historic district or accepted nomination of a historic site or structure should be rescinded.

Criteria to be considered for rescission may include, but are not limited to, an application that demonstrates that the owner wishes to sell but is unable to find a buyer willing to preserve such historic structure or site. (a) If 30 days after the Commission denies a certificate of appropriateness, no satisfactory resolution has been reached between the Commission and the applicant, the applicant may, within 30 days thereafter, appeal to the City Council from the Commission's decision by written request, specifying the grounds for the appeal.

- (b) After a public hearing the City Council may reverse or modify the decision of the Commission if after balancing the interests of the public and the preservation of the subject property and interest of the owner, the City Council finds that owing to unique conditions pertaining to the specific piece of property, failure to grant the certificate of appropriateness will cause serious hardship to the owner. Any such decision will be by majority of Council members present.

(2) _____

(3) Rescission recommendations are to be made to the Planning Commission and the City Council and utilize the procedures set forth under Sec. 34-81.

1. This ordinance shall take effect upon passage by a majority vote of the members-elect of the Common Council and publication/posting as required by law.

Approved by the City of Lake Geneva Common Council on this 11th day of September, 2023.

Council Action: ☐ Adopted ☐ Failed Vote _____

Mayoral Action: ☐ Accept ☐ Veto

Charlene Klein, Mayor Date

Attest:

Lana Kropf, City Clerk Date

Memo to City of Lake Geneva

To: Tom Earle – Director of Public Works **Date:** July 17, 2023

From: Naomi Rauch, P.E.
262-758-6032

CC: Nan Grenebor, Public Works

Subject: Task Order 29 -2023 Sidewalk Program

BACKGROUND AND REQUEST:

The Public Works Committee requested Kapur provide a task order for design, construction, and assessment of new sidewalk along Edwards Blvd and Lake Geneva Boulevard as shown in the attached exhibits. The proposed limits were selected to close existing sidewalk gaps and provide pedestrian accommodations where none currently exist. It was previously discussed that the installation of these sidewalk would be assessed to the property owner per the City sidewalk assessment program. Please recall the following:

1. New and replaced sidewalks have been previously assessed to the property owner at 100% of the cost to install the sidewalk (minus ADA ramps, landing pads at ramps, and warning fields).
2. Per previous programs items included in the assessment included common excavation, removal of existing sidewalk, concrete sidewalk 4-inch, base aggregate, sawing concrete, seed, water, and restoration of disturbed areas. Preliminary estimates of the assessed costs only are:
 - a. Lake Geneva Boulevard \$29,500
 - b. Edwards Boulevard \$75,700



TASK ORDER NUMBER #25 CIVIL ENGINEERING SERVICES

This task order is made as of June 13th, 2023, under the terms and conditions established in the MASTER AGREEMENT FOR ENGINEERING SERVICES, (the Agreement), between the **City of Lake Geneva (Owner)** and **Kapur (Engineer)**. This Task Order is made for the following purpose:

Provide civil engineering services for the design and specification preparation, bidding, and construction management for the **2023 Lake Geneva Sidewalk Program**. The City is proposing installation of 1505-ft of new 5-ft wide sidewalk to fill existing sidewalk gaps.

This project includes designing and construction management for new sidewalk in the following locations of:

Streets:	S. Edwards Blvd.	1160-ft from end of existing sidewalk at Park Drive to Townline Road
	Lake Geneva Blvd	345-ft from end of existing sidewalk at 896 S Wells to Wells Street

In addition, the proposed task includes the following:

- Survey and design for accessible sidewalk and ramps throughout the various project limits to meet Federal Requirements for handicap accessibility.
- Utility coordination with private utility companies for any conflicts within the corridor.
- Sidewalk Assessment Report based off of public letting results.

Section A. – Scope of Services

Engineer shall perform the following Services:

Sidewalk Program Construction Plans

1. Provide topographic survey and mapping, field reviews and plan preparation for the installation of new sidewalk and accessible ramps within the project limits noted above. All ramps will be designed to meet Federal Accessible standards and conform with the City adopted PROWAG standards to the maximum extent practicable. Specific engineering details for accessible ramp replacements will be provided.
2. Provide a map exhibit to sidewalks to be installed, as listed above.





3. Provide utility coordination of all private utilities for all streets including utility location for survey of sidewalk improvements requiring grading or utility improvements / repairs.
4. Provide a summary table to present a breakdown of quantities by segment as information to bidder. Information may include but not limited to the length, width, square yardage of 4-inch and 6-inch concrete sidewalk, utility pole relocations and tree removals.
5. Provide construction cost estimates for all improvements.
6. Provide construction details as needed to complete work.
7. Prepare and provide Project Manual including but not limited to Advertisement for Bids, Instruction to Bidders, Bid Form, Bidder's Qualification Statement, Agreement, and General Conditions of Contract, Supplementary Conditions, and Special Provisions.
8. Prepare for and attend the bid opening.
9. Review project bids make recommendation for award, and coordinate notice of award, agreement, and notice to proceed documentation.
10. Attend meetings as required and provide update memos to the Department of Public Works.
11. Report for sidewalk property assessments included in 2023 Sidewalk Program.

Construction Management Activities

12. Provide administrative services to manage client coordination / invoicing, project schedules, contract change order documentation, establish project logs, formatting monthly contract quantity estimating and contractor invoicing and contract closeout documentation for base bid projects.
13. Provide construction survey staking for necessary items within the construction contract. This survey provides for a "one time" staking for a particular item. If the contractor damages any stakes, they shall be responsible for the cost to replace those damaged stakes.
14. Coordinate and complete necessary material testing services for work completed.
15. Process payment requests from the contractor for their work and prepare recommendation for payment for City approval. Complete final close out documentation and acceptance of



improvements memorandum **(This task is completed on a monthly basis and is completed for all work approved for the prior month).**

16. The Engineer will be responsible for notifying, scheduling, conducting, documenting, and distributing minutes of the preconstruction conference.
17. Prepare and provide project update memorandum and provide copies of the daily journal entries to City staff upon request.
18. Attend meetings and coordinate with adjacent property owners and business as needed.
19. It is anticipated the construction work under the 2023 City of Lake Geneva – Sidewalk Program will begin and be completed in Fall 2023. This schedule has been provided for estimating purposes only. Engineer and construction services are estimated on the engineering and survey staff being on site as needed and completing project paperwork for a construction period of up to 8 weeks.

Section B. – Compensation

In return for the performance of the foregoing obligations, Owner shall pay to Engineer an amount not-to-exceed thirty-five thousand, one hundred and two dollars (\$35,102) payable according to the following terms:

A not-to-exceed amount based on the rates as listed in Attachment A of the Agreement, plus direct expenses. Cost plus services are limited to an agreed maximum figure unless amended.

Engineer may request a change to the billing hours if scope changes, beyond the control of the Engineer, resulting in an extension of the schedule or necessitates a change in personnel.

Compensation for Additional Services (if any) shall be paid by Owner to Engineer according to the hourly billing rates shown in Attachment A of the Agreement.



IN WITNESS WHEREOF, the Owner and Engineer have executed the Task Order.

For: City of Lake Geneva

Engineer: Kapur & Associates, Inc.

By: _____

By: Naomi Rauch

Signature: _____

Signature: 

Title: _____

Title: Project Engineer/Associate

Date: _____

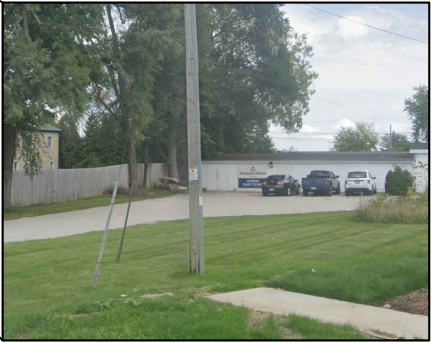
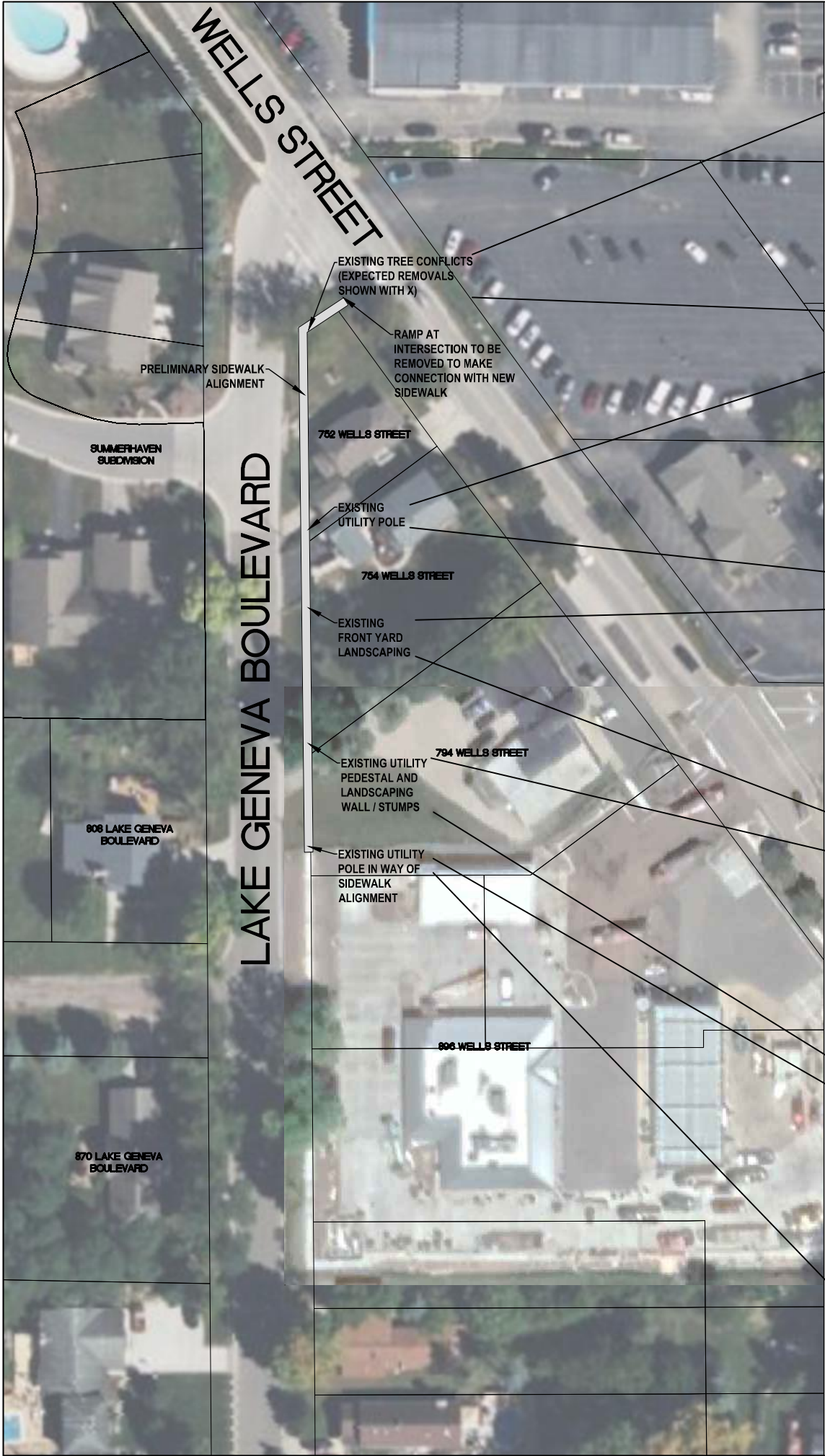
Date: 7-13-2023

Kapur Associates, Inc.
Summary of Staff Hours and Labor Costs for the City of Lake Geneva

TASK ORDER 29																			
City of Lake Geneva 2023 Sidewalk Program - Attachment A																			
CLASSIFICATION		Project Manager		Project Engineer II		Staff Engineer II		Technician III		Construction Project Engineer		Construction Staff Engineer II		Project Surveyor		Survey Crew		Total Labor	
Average Hourly Wage		\$171.00		\$126.00		\$111.00		\$106.00		\$115.00		\$111.00		\$127.00		\$115.00			
TASK DESCRIPTION	ACT. Code	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
2023 Sidewalk Program Design																			
Design/Plan Preparation				4	\$504.00	30	\$3,330.00	16	\$1,696.00									50	\$5,530.00
Quantities and Details				4	\$504.00	8	\$888.00											12	\$1,392.00
Survey and Mapping								12	\$1,272.00							16	\$1,840.00	28	\$3,112.00
																		Subtotal	\$10,034.00
Project Manual/Administration																			
Project Administration				16	\$2,016.00													16	\$2,016.00
Advertisement/Project Manual				16	\$2,016.00	24	\$2,664.00											40	\$4,680.00
Attend Bid Opening				1	\$126.00													1	\$126.00
Post Bid Opening Administration				4	\$504.00	4	\$444.00											8	\$948.00
Meetings as Required				4	\$504.00	4	\$444.00											8	\$948.00
Special Assessment Report for sidewalks and final quantities				4	\$504.00	8	\$888.00											12	\$1,392.00
																		Subtotal	\$10,110.00
Construction Administration																			
Construction Administration										40	\$4,440.00							40	\$4,440.00
Sidewalks, ADA Ramps Inspection										28	\$3,108.00	60	\$6,660.00					88	\$9,768.00
																		Subtotal	\$14,208.00
TOTALS				53	\$6,678.00	78	\$8,658.00	28	\$2,968.00	68	\$7,548.00	60	\$6,660.00			16	\$1,840.00	303	\$34,352.00
																Expenses:		\$750	
																Project Total:		\$35,102	

Summary of Expenses	Units	Cost	Total
Estimated Expenses / Mileage (LS)	1	\$750.00	\$750.00
Totals			\$750.00

FILENAME: D:\Common\Resource\Municipalities\Wisconsin\Walworth_Co\LakeGeneva_City\Lake Geneva Task Orders\Task Order 29 2023 Sidewalk Program\Exhibit\23xxxx_SW Exhibit.dwg



GENERAL NOTES:

1. LAYOUT IS PRELIMINARY, AND MAY BE ADJUSTED
2. PROPOSED 345 LF OF 5-FT WIDE SIDEWALK
3. POSSIBLE SIDEWALK JOGS NECESSARY TO RECONNECT TO EXISTING AND AVOID OBSTRUCTIONS OUT OF ROW
4. TRAFFIC IMPACTS TO OCCUR AT INTERSECTION OF LAKE GENEVA BLVD & WELLS ST FOR RAMP INSTALLATION
5. UTILITY RELOCATION AND TREE REMOVAL TO BE NECESSARY



1224 S. Pine Street
Burlington, Wisconsin
53105

kapurinc.com

PROJECT:

2023 LAKE GENEVA
SIDEWALK
PROGRAM

LOCATION:

CITY OF LAKE
GENEVA,
WALWORTH
COUNTY, WI

CLIENT:



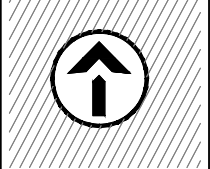
RELEASE:

SIDEWALK EXHIBIT

REVISIONS:

#	DATE	DESCRIPTION

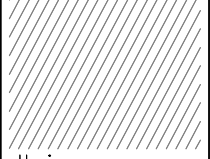
NORTH ARROW:



SCALE:



SEAL:



all in

SHEET:

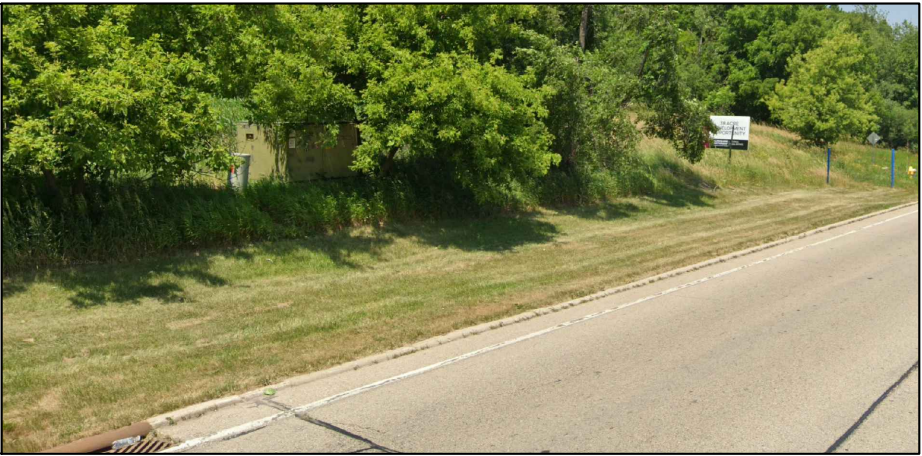
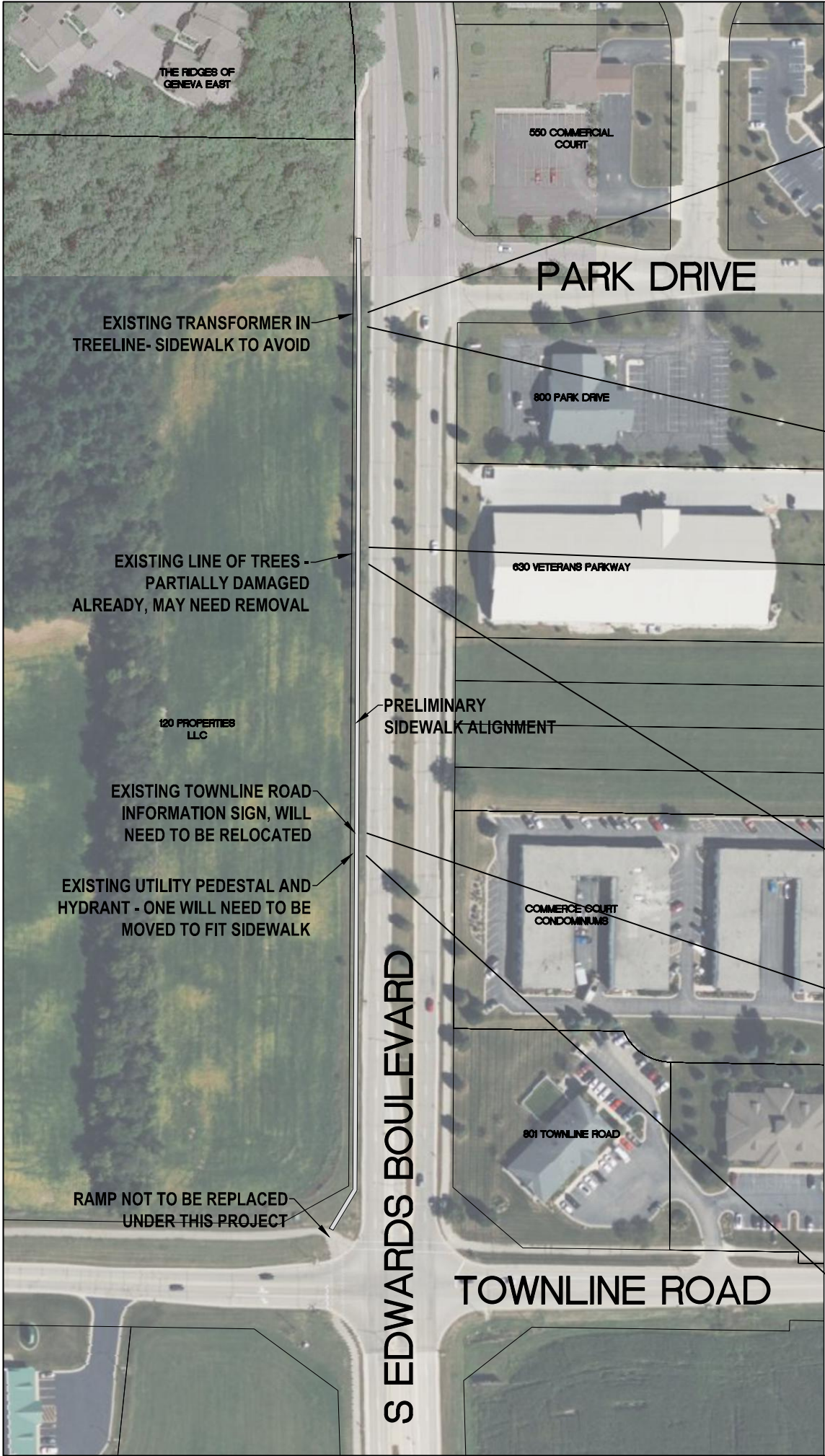
LAKE GENEVA
BOULEVARD NEW
SIDEWALK EXHIBIT

PROJECT MANAGER: NR
PROJECT NUMBER: 23.XXXX
DATE: 7-6-2023

SHEET NUMBER:

EX 1

FILENAME: D:\Common\Resource\Municipalities\Wisconsin\Walworth_Co\LakeGeneva_City\Lake Geneva Task Orders\Task Order 29 2023 Sidewalk Program (Exhibit)\23xxxx_SW Exhibit.dwg



- GENERAL NOTES:**
1. LAYOUT IS PRELIMINARY, AND MAY BE ADJUSTED
 2. PROPOSED 1160 LF OF 5-FT WIDE SIDEWALK
 3. WORK TO BE STOPPED AT EXISTING TRAIL PATH TO AVOID INTERSECTION OF TOWNLINE AND EDWARDS (PLANNED DOT WORK IN 2027)
 4. SIDEWALK TO BE CENTERED BETWEEN BACK OF CURB AND PUBLIC RIGHT OF WAY TO AVOID OBSTRUCTIONS
 - 4.1. SIDEWALK JOGS MAY BE NECESSARY TO AVOID SIGNAGE, UTILITY PEDESTALS, ETC.
 5. LANE CLOSURES MAY BE NECESSARY TO STAGE WORK WITHIN TERRACE
 6. UTILITY RELOCATION AND TREE REMOVAL TO BE NECESSARY



1224 S. Pine Street
Burlington, Wisconsin
53105

kapurinc.com

PROJECT:

2023 LAKE GENEVA
SIDEWALK
PROGRAM

LOCATION:

CITY OF LAKE
GENEVA,
WALWORTH
COUNTY, WI

CLIENT:



RELEASE:

SIDEWALK EXHIBIT

REVISIONS:

#	DATE	DESCRIPTION

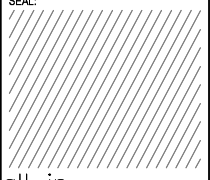
NORTH ARROW:



SCALE:



SEAL:



all in

SHEET:

EDWARDS
BOULEVARD NEW
SIDEWALK EXHIBIT

PROJECT MANAGER: NR

PROJECT NUMBER: 23.XXXX

DATE: 7-6-2023

SHEET NUMBER:

EX 2

2023 Lake Geneva Sidewalk Program

City of Lake Geneva, Walworth County, Wisconsin

Base Bid – Lake Geneva Boulevard					
Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$
201.0120	Clearing	ID	32	\$ 100.00	\$ 3,200.00
201.0220	Grubbing	ID	32	\$ 50.00	\$ 1,600.00
204.0110	Removing Asphaltic Surface (Driveways)	SY	120	\$ 25.00	\$ 3,000.00
204.0150	Removing Curb & Gutter	LF	20	\$ 15.00	\$ 300.00
204.0155	Removing Concrete Sidewalk	SY	10	\$ 15.00	\$ 150.00
205.0100	Excavation Common	CY	90	\$ 35.00	\$ 3,150.00
305.0120	Base Aggregate Dense 1 1/4-Inch	TON	90	\$ 30.00	\$ 2,700.00
416.0160	Concrete Driveway 6-Inch	SY	120	\$ 70.00	\$ 8,400.00
460.5224	HMA Pavement Type 4 LT 58-28 S. Item also includes tack coat (455.0605).	TON	5	\$ 200.00	\$ 1,000.00
465.0120	Asphalt Surface Driveways	TON	5	\$ 200.00	\$ 1,000.00
601.0410	Concrete Curb & Gutter 24-Inch Type D	LF	20	\$ 45.00	\$ 900.00
602.0405	Concrete Sidewalk 4-Inch	SF	1225	\$ 12.50	\$ 15,312.50
602.0415	Concrete Sidewalk 6-Inch	SF	475	\$ 15.00	\$ 7,125.00
602.0505	Curb Ramp Detectable Warning Field Yellow	SF	10	\$ 50.00	\$ 500.00
628.7020	Inlet Protection Type D	EACH	2	\$ 150.00	\$ 300.00
630.0500	Seed Water	MGAL	15	\$ 50.00	\$ 750.00
690.0150	Sawing Asphalt	LF	95	\$ 2.50	\$ 237.50
690.0250	Sawing Concrete	LF	15	\$ 2.50	\$ 37.50
SPV.0060.01	Relocate Utility Pole	EACH	2	\$ 5,000.00	\$ 10,000.00
SPV.0060.02	Relocate Utility Pedestal	EACH	1	\$ 2,000.00	\$ 2,000.00
SPV.0105.01	Traffic Control	LS	1	\$ 1,000.00	\$ 1,000.00
SPV.0180.01	Restore Disturbed Areas - Includes Topsoil (625.0100), Fertilizer Type A (629.0205), Seeding Mix No. 40 (630.0140).	SY	335	\$ 6.50	\$ 2,177.50
BASE BID SUBTOTAL				\$	64,840.00

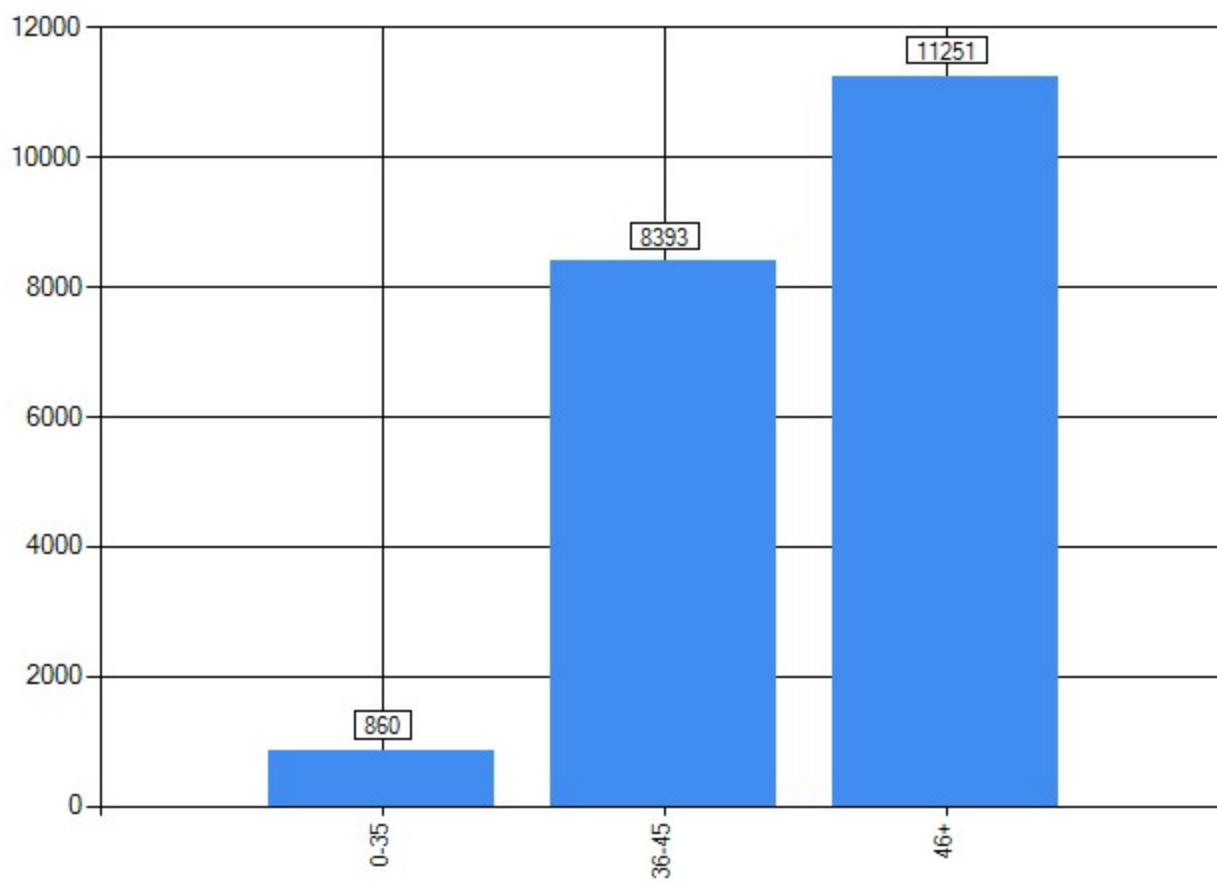
Base Bid – Edwards Boulevard					
Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$
201.0120	Clearing	ID	18	\$ 100.00	\$ 1,800.00
201.0220	Grubbing	ID	18	\$ 50.00	\$ 900.00
205.0100	Excavation Common	CY	145	\$ 35.00	\$ 5,075.00
305.0120	Base Aggregate Dense 1 1/4-Inch	TON	145	\$ 30.00	\$ 4,350.00
602.0405	Concrete Sidewalk 4-Inch	SF	5760	\$ 10.00	\$ 57,600.00
628.7020	Inlet Protection Type D	EACH	5	\$ 150.00	\$ 750.00
630.0500	Seed Water	MGAL	15	\$ 50.00	\$ 750.00
638.2101	Moving Signs Type I	EACH	1	\$ 1,000.00	\$ 1,000.00
SPV.0060.01	Relocate Utility Pedestal	EACH	1	\$ 2,000.00	\$ 2,000.00
SPV.0105.01	Traffic Control	LS	1	\$ 2,000.00	\$ 2,000.00
SPV.0180.01	Restore Disturbed Areas - Includes Topsoil (625.0100), Fertilizer Type A (629.0205), Seeding Mix No. 40 (630.0140).	SY	1225	\$ 6.50	\$ 7,962.50
BASE BID SUBTOTAL				\$	84,187.50

BASE BID TOTAL		\$	149,027.50
20% CONSTRUCTION CONTINGENCY		\$	29,805.50
BASE BID SUBTOTAL		\$	178,833.00

Date: 06/09/2023 12:00 AM
Report Start Date: 06/06/2023 12:00 PM
Report End Date: 06/09/2023 11:00 AM
Time Interval: 60 minutes
Speed Interval: 10 mph
Posted Speed Limit: 45 mph
Average Speed: 45 mph
Highest Speed: 84 mph
50th Percentile: 46 mph
85th Percentile: 51 mph
Number Above Speed Limit: 11251
Total Number of Vehicles: 20504

Comments:

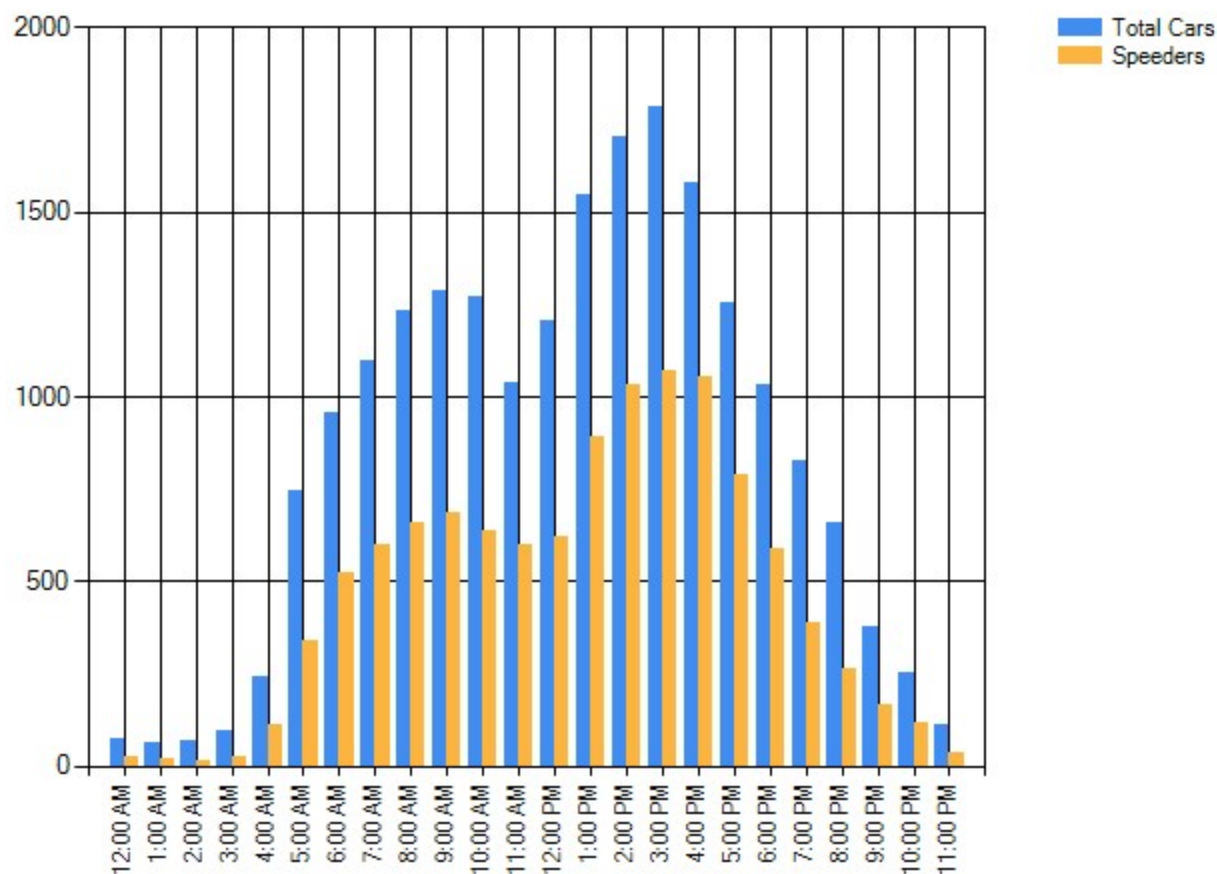
Edwards Blvd just North of Bloomfield Rd. facing S/B Trf



Date: 06/09/2023 12:00 AM
 Report Start Date: 06/06/2023 12:00 PM
 Report End Date: 06/09/2023 11:00 AM
 Time Interval: 60 minutes
 Speed Interval: 10 mph
 Posted Speed Limit: 45 mph
 Average Speed: 45 mph
 Highest Speed: 84 mph
 50th Percentile: 46 mph
 85th Percentile: 51 mph
 Number Above Speed Limit: 11251
 Total Number of Vehicles: 20504

Comments:

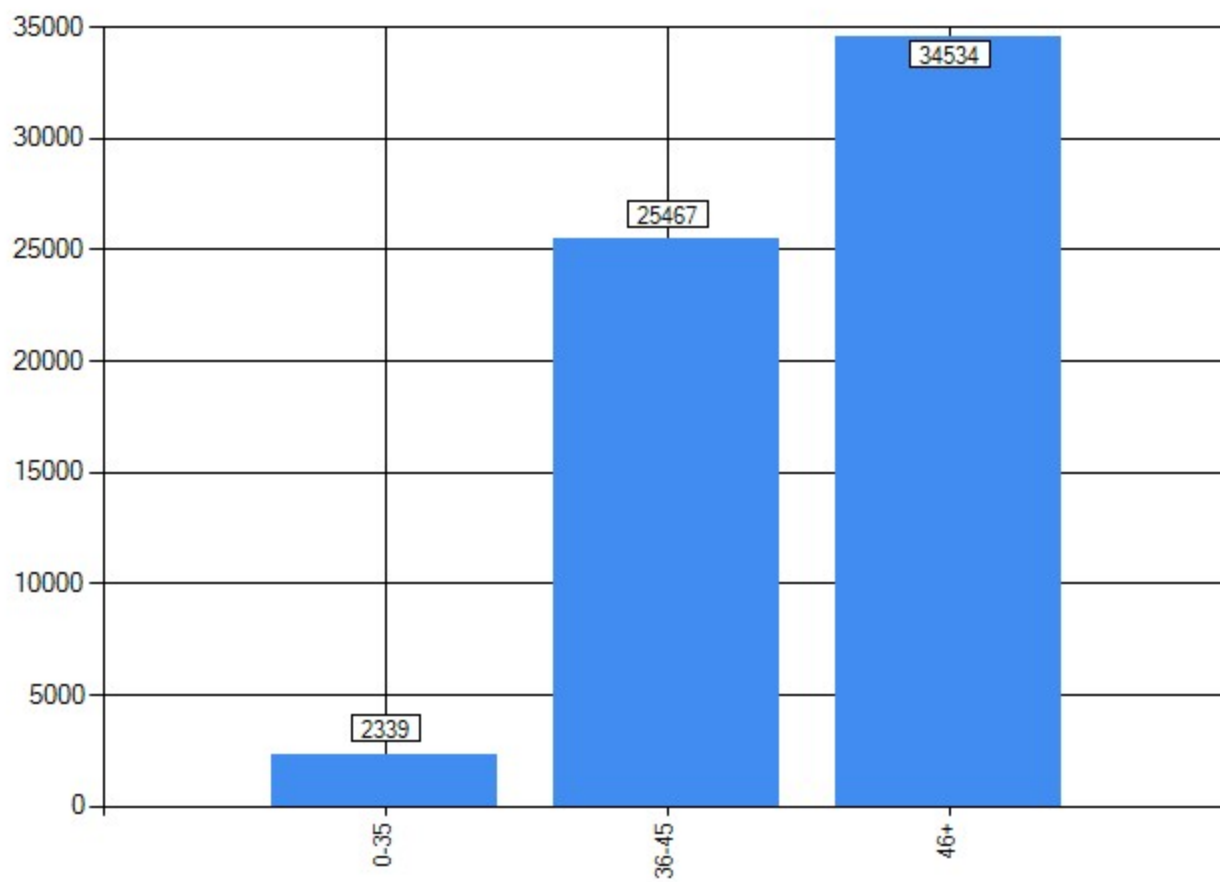
Edwards Blvd just North of Bloomfield Rd. facing S/B Trf (2)



Date: 06/19/2023 12:00 AM
Report Start Date: 06/09/2023 02:00 PM
Report End Date: 06/19/2023 07:00 AM
Time Interval: 60 minutes
Speed Interval: 10 mph
Posted Speed Limit: 45 mph
Average Speed: 45 mph
Highest Speed: 91 mph
50th Percentile: 46 mph
85th Percentile: 51 mph
Number Above Speed Limit: 34534
Total Number of Vehicles: 62340

Comments:

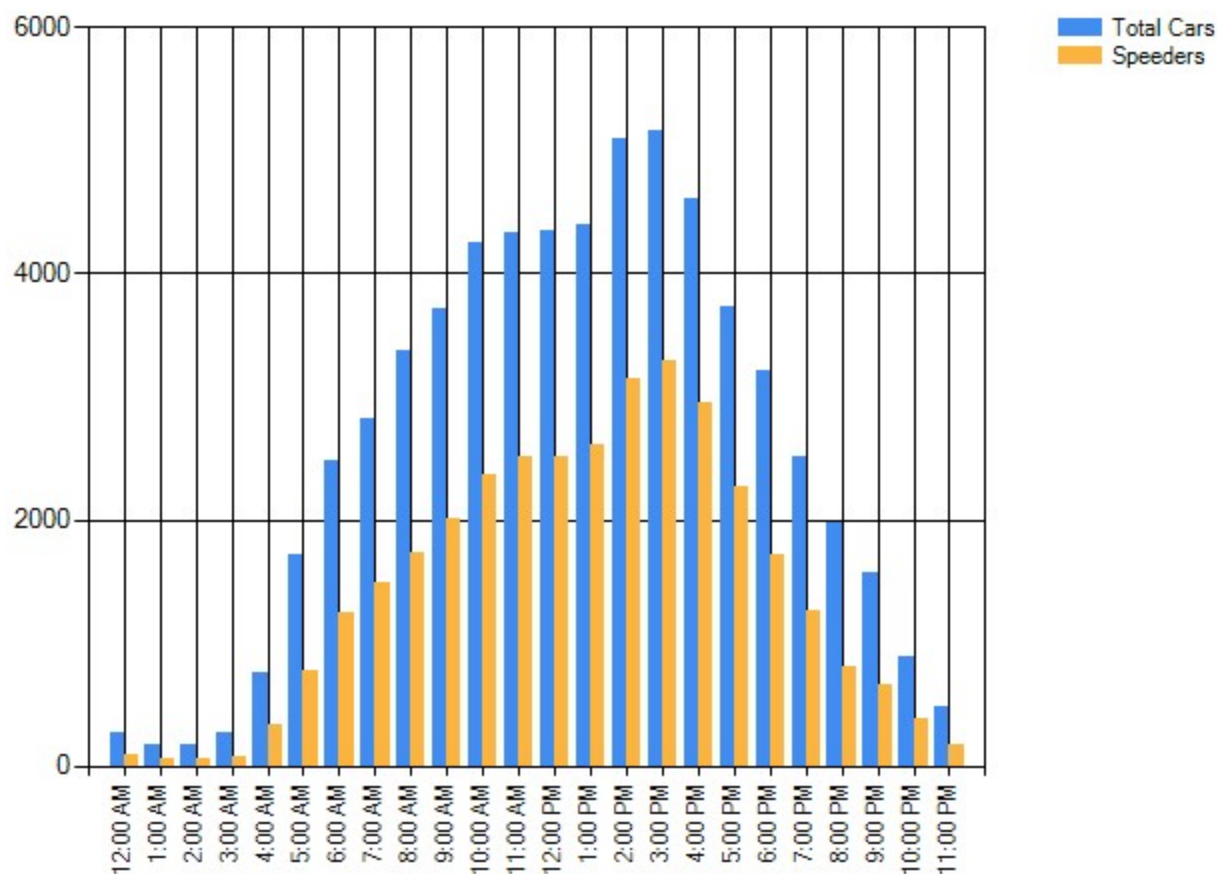
Edwards Blvd just North of Bloomfield Rd. facing S/B Trf



Date: 06/19/2023 12:00 AM
 Report Start Date: 06/09/2023 02:00 PM
 Report End Date: 06/19/2023 07:00 AM
 Time Interval: 60 minutes
 Speed Interval: 10 mph
 Posted Speed Limit: 45 mph
 Average Speed: 45 mph
 Highest Speed: 91 mph
 50th Percentile: 46 mph
 85th Percentile: 51 mph
 Number Above Speed Limit: 34534
 Total Number of Vehicles: 62340

Comments:

Edwards Blvd just North of Bloomfield Rd. facing S/B Trf





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

VOLUNTEER FORM

Thank you for taking an interest in volunteering for the City of Lake Geneva. The intent of this form is to assist with an understanding of the responsibilities and the related risks in volunteering for this project.

Project Name:	Project Description:	
PERSONAL INFORMATION		
First Name	Middle Name	Last Name
Street Address		
City	State	ZIP
Email		Phone
Emergency Contact		
Name		Phone

The City of Lake Geneva and its employees, officers, officials, and agents wish to ensure to the fullest extent both the volunteers and participants safety and hereby discloses **that there are inherent risks for this project including bodily injury, property damage and other risks that cannot be fully contemplated. I understand that this is an understanding of risk and liability. I understand and agree to the risk of the volunteer activity.**

Further, I agree and acknowledge the following:

1. Participation in this volunteer activity carries with it some risk of serious injury, including in rare cases death. The risks included, but are not limited to those caused by over exertion, the equipment, the premises, unintentional error by staff and other volunteers, and action of others involved or not involved in the program;
2. I understand there are risks known and unknown being assumed by me and by me alone by participating in the project;
3. I understand that the City and its employees are relying upon the agreements and representations I herein make in order to allow me to volunteer for this project;
4. I agree to following the guidelines and safety measures of this project as represented;
5. I understand that there is no accident or workers compensation insurance or coverage provided for me and other volunteers pursuant to Secs. 102.07(11) and (11m), Wis. Stats.
6. I agree that the City shall not be held liable for personal injury to me or damage to my property or other interests arising out of my participating in this volunteer project;
7. I understand that the city could be held responsible for reckless or intentional acts and tort claims for which the city has taken every step necessary to not be responsible;
8. I acknowledge the risks involved and the intent of this document to assist in the safety of the volunteers;
9. I represent that I am freely signing this document on my behalf and or on behalf of whomever I am responsible;
10. I agree that individuals named herein are in good physical condition appropriate for the stated / represented activity of the project.

RELEASE STATEMENT	
I understand that my services are being offered on a voluntary basis without anticipation of financial remuneration. I grant permission for my photo to be used in any promotional materials produced by the City of Lake Geneva. The undersigned, parent/guardian or a designee do hereby understand and agree individually and on behalf of the above-named individual to the above recitations. The above-named individual agrees that the City cannot contemplate all risks as there are some known and unknown risks. The city, its employees, officials, and agents' intent is for the safety of all involved in the project. By signing this, I represent that I have read and agree to the related policies, procedures and/or guidelines and agree to comply with the Code of Conduct policy set forth by the City of Lake Geneva and will accept the ramifications should I not adhere to those policies and procedures	
SIGNATURE (Participant or Guardian)	DATE
Guardian Name	Guardian Phone

VOLUNTEER FORM, continued

PARENTAL CONSENT (To be completed if applicant is under 18 years of age)	
I give my consent for my child named above to provide volunteer services and have read the above and agree to the above as it relates to this volunteer program. I also consent to the city to emergency medical treatment necessary for the safety of my child. If participant is under 18 years old then: 1.) signature of parent or guardian also required, and 2.) the word "I" used above means "I and my parent/guardian.")	
SIGNATURE (Participant or Guardian)	DATE
Guardian Name	Guardian Phone



Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

Bank.Bank account = "043230"

[Report].Invoice GL Account = {<>} 61

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Invoice.Batch = "08042023","08082023","08092023","08102023"

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08/04/2023	83241	2198	BOUND TREE MEDICAL LLC	195.72
08/04/2023	83242	2354	CULLIGAN OF BURLINGTON	98.00
08/04/2023	83243	5176	DINGES FIRE COMPANY	833.82
08/04/2023	83244	4794	FAIRWYN SB INC	230.00
08/04/2023	83245	2511	FLOWER, JIM	216.86
08/04/2023	83246	6474	GFC LEASING - WI	247.81
08/04/2023	83247	6859	GREBENOR, NANCY T	28.95
08/04/2023	83248	2620	H&R MACHINE	297.50
08/04/2023	83249	2652	HENRY SCHEIN INC	51.42
08/04/2023	83250	2658	HEYER TRUE VALUE	59.98
08/04/2023	83251	2670	HOME DEPOT	1,591.98
08/04/2023	83252	3024	MUTUAL OF OMAHA	3,804.93
08/04/2023	83253	1009	NYQUIST COMMUNICATIONS ENGINEERING LLC	1,625.00
08/04/2023	83254	3225	RELIANT FIRE APPARATUS INC	802.66
08/04/2023	83255	3233	RHYME BUSINESS PRODUCTS	120.03
08/04/2023	83256	6125	SIREN SERVICES LLC	441.42
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08/04/2023	83258	4908	THENNES, ALLEN J	315.00
08/04/2023	83259	4944	TRACTOR SUPPLY CREDIT PLAN	28.94
08/04/2023	83260	4945	TSI INC	1,213.16
08/04/2023	83261	4973	US BANK	1,142.98
08/04/2023	83262	5073	WELDERS SUPPLY CO	300.00
08/04/2023	83263	6860	YERKES OBSERVATORY	879.18
08/04/2023	83264	5428	CITY OF LAKE GENEVA POLICE DEPT	96.89
08/08/2023	83265	6856	CRYE PRECISION LLC	515.62
08/09/2023	83266	2046	ALLIANT ENERGY	24,825.16
08/09/2023	83267	5770	AT & T TELECONFERENCE SERVICES	62.37
08/09/2023	83268	2109	AT&T MOBILITY	1,402.56
08/09/2023	83269	6863	BOBOLA, AVA	750.00
08/09/2023	83270	2273	CHASE CARD SERVICES	7,686.07
08/09/2023	83271	2561	GENEVA ON LINE	39.00
08/09/2023	83272	6864	MILLER, SHARON	920.00
08/09/2023	83273	3001	SECURIAN FINANCIAL GROUP	3,230.36
08/09/2023	83274	6285	SCHLITZ AUDUBON NATURE CENTER	440.00
08/10/2023	83312	6866	ISAIAS, HEIDI	500.00
08/10/2023	83313	6865	JUNTUNEN, BRIAN	930.00
Grand Totals:				56,034.29

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
11-00-00-21100	358.32	40,211.25-	39,852.93-
11-00-00-21340	2,977.59	.00	2,977.59
11-00-00-21555	1,826.14	.00	1,826.14
11-00-00-21562	1,391.73	.00	1,391.73
11-00-00-21564	587.06	.00	587.06
11-00-00-24210	1.04	.00	1.04
11-00-00-46100	7.26	.00	7.26
11-10-00-51330	228.43	.00	228.43
11-15-10-53320	714.72	.00	714.72
11-15-10-54500	219.13	.00	219.13
11-16-10-52220	3,975.24	.00	3,975.24
11-16-10-53500	196.28	2.98-	193.30
11-16-10-53600	68.00	.00	68.00
11-21-00-52210	1,441.56	.00	1,441.56
11-21-00-52220	39.55	.00	39.55
11-21-00-53120	96.54	.00	96.54
11-21-00-53310	360.00	.00	360.00
11-21-00-53420	147.90	.00	147.90
11-21-00-53610	93.71	.00	93.71
11-21-00-53800	90.14	.00	90.14
11-21-00-53990	202.01	.00	202.01
11-21-00-54100	195.00	.00	195.00
11-21-00-57370	515.62	.00	515.62
11-22-00-52220	1,510.04	.00	1,510.04
11-22-00-52400	1,543.60	259.94-	1,283.66
11-22-00-53410	58.82	.00	58.82
11-22-00-53500	175.85	.00	175.85
11-22-00-53510	259.00	.00	259.00
11-22-00-53990	183.98	.00	183.98
11-22-00-54100	624.34	.00	624.34
11-22-00-54500	1,625.00	.00	1,625.00
11-22-00-58000	172.84	.00	172.84
11-22-00-58100	642.54	95.40-	547.14
11-22-00-58200	1,861.62	.00	1,861.62
11-24-00-53100	120.03	.00	120.03
11-24-00-53300	209.60	.00	209.60
11-29-00-52220	49.88	.00	49.88
11-32-10-52220	870.76	.00	870.76
11-32-10-52500	250.96	.00	250.96
11-32-10-53400	320.71	.00	320.71
11-32-10-53450	139.05	.00	139.05
11-32-10-53500	49.70	.00	49.70
11-32-13-56810	148.00	.00	148.00
11-34-10-52220	358.91	.00	358.91
11-34-10-52230	9,162.95	.00	9,162.95
11-51-10-52220	1,223.01	.00	1,223.01
11-52-00-52220	539.47	.00	539.47
11-52-00-53400	111.63	.00	111.63
11-52-00-53500	473.78	.00	473.78
11-52-00-53620	59.98	.00	59.98
11-52-00-58400	565.21	.00	565.21
11-52-00-59220	42.21	.00	42.21
11-52-01-52220	1,043.13	.00	1,043.13

GL Account	Debit	Credit	Proof
11-70-00-57800	440.00	.00	440.00
40-00-00-21100	1,020.82	10,069.06-	9,048.24-
40-54-10-52220	674.92	.00	674.92
40-55-10-23530	5,000.00	.00	5,000.00
40-55-10-48740	.00	1,020.82-	1,020.82-
40-55-10-53600	34.00	.00	34.00
40-55-20-52400	13.04	.00	13.04
40-55-20-53600	98.00	.00	98.00
40-55-30-52220	4,249.10	.00	4,249.10
42-00-00-21100	.00	19.96-	19.96-
42-34-50-46330	19.96	.00	19.96
45-00-00-21100	.00	230.00-	230.00-
45-00-00-44520	230.00	.00	230.00
48-00-00-21100	.00	119.39-	119.39-
48-00-00-52220	90.92	.00	90.92
48-00-00-53500	28.47	.00	28.47
50-00-00-21100	.00	1,407.82-	1,407.82-
50-22-00-58000	1,407.82	.00	1,407.82
61-00-00-21100	.00	10.73-	10.73-
61-00-00-92630	10.73	.00	10.73
62-00-00-21100	.00	13.61-	13.61-
62-00-00-92630	13.61	.00	13.61
99-00-00-21100	12.33	5,343.94-	5,331.61-
99-00-00-52110	820.00	.00	820.00
99-00-00-52220	1,085.99	.00	1,085.99
99-00-00-53120	12.57	.00	12.57
99-00-00-54100	.00	12.33-	12.33-
99-00-00-54140	2,400.00	.00	2,400.00
99-00-00-54150	50.00	.00	50.00
99-00-00-54155	338.07	.00	338.07
99-00-00-55110	137.50	.00	137.50
99-00-00-55150	252.00	.00	252.00
99-00-00-55320	247.81	.00	247.81
Grand Totals:	58,817.23	58,817.23-	.00

Dated: August 15, 2023Mayor: Charles KleinCity Council: Ken HowellJohn YunkerTimothy J. DawsonCity Recorder: Sandra K. Kopp

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

Bank.Bank account = "043230"

[Report].Invoice GL Account = {<>} 61

[Report].Invoice GL Account = {<>} 62

Invoice.Batch = "08042023","08082023","08092023","08102023"

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice.Batch = "08022023","08162023","08162023A","L08162023","L08162023A"

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
ALL PRO CLEANING SYSTEMS				
2941	07/23/2023	BUILDING CLEANING	99-00-00-53600 LIBRARY BLDG MAINT SERVICES	2,293.00
Total ALL PRO CLEANING SYSTEMS:				2,293.00
ASSOCIATED APPRAISAL CONSULTANTS INC				
169620	08/01/2023	2023 REVALUATON PROGRAM	11-15-40-52100 ASSESSOR CONTRACTED SERVICES	23,398.02
169620	08/01/2023	2023 REVALUATON PROGRAM-	11-15-40-52100 ASSESSOR CONTRACTED SERVICES	5.67
169620	08/01/2023	AUG 2023 ASSESSMENT SVCS	11-15-40-52100 ASSESSOR CONTRACTED SERVICES	3,541.67
Total ASSOCIATED APPRAISAL CONSULTANTS INC:				26,945.36
BAKER TILLY MUNICIPAL ADVISORS LLC				
BTMA21073	07/28/2023	ARBITRAGE COMPLIANCE REP	11-15-10-52120 ACCTG CONSULTANT FEES	400.00
Total BAKER TILLY MUNICIPAL ADVISORS LLC:				400.00
BATZNER PEST CONTROL				
48902430	07/18/2023	PEST CONTROL	40-55-10-53600 UPPER RIVIERA MAINTENANCE	157.30
Total BATZNER PEST CONTROL:				157.30
BEARINGS INC SOUTH				
72159	07/12/2023	RBC BEARINGS	11-32-10-52500 ST DEPT EQUIPMENT REPAIRS	86.04
Total BEARINGS INC SOUTH:				86.04
BUMPER TO BUMPER AUTO PARTS				
662-475635	07/31/2023	REFILLS 30 PACK	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	7.79
Total BUMPER TO BUMPER AUTO PARTS:				7.79
COPIES & PRINTS PLUS LLC				
337385	07/31/2023	PROMO RACK CARDS-SWIFT N	11-70-00-57800 AVIAN COMMITTEE EXPENSES	26.00
337453	08/07/2023	SWIFT NIGHT OUT FLIERS	11-70-00-57800 AVIAN COMMITTEE EXPENSES	13.50
Total COPIES & PRINTS PLUS LLC:				39.50
DEKIND COMPUTER CONSULTANTS				
36573	08/01/2023	IT SERVICES-SEPT 2023	11-15-10-54500 COMPUTER IT SVC & EQUIPMENT	7,385.00
36586	07/26/2023	BATTERY BACKUP-WALLING	11-15-10-54500 COMPUTER IT SVC & EQUIPMENT	114.84
36722	08/04/2023	O365 LICENSES	11-15-10-54500 COMPUTER IT SVC & EQUIPMENT	1,032.00
Total DEKIND COMPUTER CONSULTANTS:				8,531.84
DEMCO INC.				
7341222	07/31/2023	PROCESSING SUPPLIES	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	288.33

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total DEMCO INC.:				288.33
DUNN LUMBER				
1479448	07/31/2023	PADLOCKS FOR AC PANEL	99-00-00-53500 LIBRARY MAINT SUPPLIES	19.98
Total DUNN LUMBER:				19.98
EVERGREEN SEPTIC SERVICE LLC				
20176	05/18/2023	GREASE TRAPS / DISPOSAL	40-55-20-53500 BLDG MAINT SUPPLIES-LOWER RIV	202.50
Total EVERGREEN SEPTIC SERVICE LLC:				202.50
FASTENAL COMPANY				
WIELK177887	07/21/2023	NUTS & BOLTS - SHOP SUPPLI	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	57.94
Total FASTENAL COMPANY:				57.94
GAGE MARINE CORP				
224890	07/25/2023	BUOY INSTALL	40-52-10-52640 BUOYS & BOAT STALLS-REPAIRS	245.80
Total GAGE MARINE CORP:				245.80
GFL ENVIRONMENTAL				
V20000014562	07/31/2023	ST SWEEPINGS DISPOSAL	11-36-00-52960 SOLID WASTE-STREET DEPT	2,785.85
Total GFL ENVIRONMENTAL:				2,785.85
GORDON FLESCH CO INC				
IN14309487	08/05/2023	COPIE	99-00-00-55320 LIBRARY EQUIP LEASES & MAINT	86.52
Total GORDON FLESCH CO INC:				86.52
INGRAM LIBRARY SERVICES				
July statement	08/04/2023	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	3,070.89
July statement	08/04/2023	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	1,538.30
July statement	08/04/2023	ADULT NONPRINT	99-00-00-54140 LIBRARY NONPRINT MATERIALS	174.50
Total INGRAM LIBRARY SERVICES:				4,783.69
IQ RESOURCE GROUP INC				
116061	07/28/2023	TEMP PARKING STAFF	11-15-10-51200 ACCOUNTING WAGES	126.48
116061	07/28/2023	TEMP PARKING STAFF	42-34-50-51160 PARKING WAGES-CLERK/DISPATCH	1,138.32
116187	08/04/2023	TEMP PARKING STAFF	42-34-50-51160 PARKING WAGES-CLERK/DISPATCH	1,138.32
116187	08/04/2023	TEMP PARKING STAFF	11-15-10-51200 ACCOUNTING WAGES	126.48
Total IQ RESOURCE GROUP INC:				2,529.60
JAMES IMAGING SYSTEMS INC				
1340946	07/25/2023	COPIER- JUNE / JULY	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	182.49
Total JAMES IMAGING SYSTEMS INC:				182.49
JERRY WILLKOMM INC				
297310	07/24/2023	1700.0 GALS GAS	11-32-10-53410 VEHICLE-FUEL & OIL	5,931.30

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total JERRY WILLKOMM INC:				5,931.30
JOHNS DISPOSAL SERVICE INC				
1156936	08/04/2023	AUGUST SERVICE-GARBAGE	11-36-00-52940 SOLID WASTE-RESIDENTIAL	37,511.91
1156936	08/04/2023	AUGUST SERVICE-RECYCLE	11-36-00-52970 SOLID WASTE-RECYCLING	20,584.53
Total JOHNS DISPOSAL SERVICE INC:				58,096.44
JUNIOR LIBRARY GUILD				
657400	09/01/2023	YOUTH BOOKS-SPANISH	99-00-00-54110 LIBRARY YOUTH MATERIALS	254.88
Total JUNIOR LIBRARY GUILD:				254.88
KAESTNER AUTO ELECTRIC				
424908	08/04/2023	LENS #124	11-32-10-52500 ST DEPT EQUIPMENT REPAIRS	143.00
Total KAESTNER AUTO ELECTRIC:				143.00
KAPUR & ASSOCIATES INC				
118217	03/27/2023	SUMMERHAVEN PH 3	11-00-00-13910 A/R BILL OUTS	897.78
118221	03/27/2023	GOLDEN YEARS	11-00-00-13910 A/R BILL OUTS	43.50
118785	04/27/2023	VISTAS SHODEEN	11-00-00-13910 A/R BILL OUTS	1,250.64
118948	05/09/2023	1120 S LSD UNITS 1-4	11-00-00-13910 A/R BILL OUTS	448.00
120211	07/14/2023	STONERIDGE PH 2	11-00-00-13910 A/R BILL OUTS	440.00
120212	07/14/2023	TOWNE BANK	11-00-00-13910 A/R BILL OUTS	630.00
120213	07/19/2023	STONE RIDGE PH 3	11-00-00-13910 A/R BILL OUTS	1,446.70
120214	07/14/2023	1120 S LSD UNITS 1-4	11-00-00-13910 A/R BILL OUTS	126.00
120215	07/14/2023	2023 STREET PROGRAM	43-32-10-17010 STREET IMP PROGRAM	3,029.23
120217	07/14/2023	CEDAR ST-PR	11-00-00-13910 A/R BILL OUTS	252.00
120218	07/14/2023	ENGINEERING SVC-GIS UPDAT	11-30-00-52160 CITY ENGINEERING FEES	159.00
120219	07/19/2023	ENGINEERING SVC-RIVIERA PA	11-30-00-52160 CITY ENGINEERING FEES	2,870.00
120220	07/14/2023	ENGINEERING SVC-LAGOON S	43-40-00-17015 LAKEFRONT CAPITAL PROJECTS	1,183.03
120221	07/14/2023	SUMMERHAVEN PH 3	11-00-00-13910 A/R BILL OUTS	14,231.24
120222	07/14/2023	ENGINEERING SVC-LOGAN ST	11-30-00-52160 CITY ENGINEERING FEES	312.00
120223	07/14/2023	GAP PROPERTIES	11-30-00-52160 CITY ENGINEERING FEES	224.00
120234	07/17/2023	VISTAS SHODEEN	11-00-00-13910 A/R BILL OUTS	5,271.54
120346	07/19/2023	LG TENNIS ADDITION	11-00-00-13910 A/R BILL OUTS	948.00
Total KAPUR & ASSOCIATES INC:				33,762.66
LAKE GENEVA UTILITY				
1220 SAGE ST	07/13/2023	1220 SAGE ST	45-00-00-24520 WATER IMPACT FEES	2,530.00
1220 SAGE ST	07/13/2023	1220 SAGE ST	45-00-00-24530 SEWER IMPACT FEES	4,103.00
804 GENEVA P	07/31/2023	804 GENEVA PKWY	45-00-00-24520 WATER IMPACT FEES	2,530.00
804 GENEVA P	07/31/2023	804 GENEVA PKWY	45-00-00-24530 SEWER IMPACT FEES	4,103.00
816 GENEVA P	07/31/2023	816 GENEVA PKWY	45-00-00-24520 WATER IMPACT FEES	2,530.00
816 GENEVA P	07/31/2023	816 GENEVA PKWY	45-00-00-24530 SEWER IMPACT FEES	4,103.00
Total LAKE GENEVA UTILITY:				19,899.00
LARRY'S TOWING & RECOVERY				
9148	07/30/2023	TOWING-JEEP CHEERKEE	11-34-10-52900 CAR TOWING	280.00
Total LARRY'S TOWING & RECOVERY:				280.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
MARED MECHANICAL				
8011	07/31/2023	HVAC SUMMER PM	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	882.50
Total MARED MECHANICAL:				882.50
MIDSTATE EQUIPMENT				
V81631	07/21/2023	OAK HILL 21" CUT BLADE	48-00-00-53990 CEM MISC EXP	75.51
Total MIDSTATE EQUIPMENT:				75.51
MINUTEMAN PRESS				
52838	06/07/2023	KIOSK STICKERS \$10	40-54-10-53990 BEACH MISCELLANEOUS	64.37
Total MINUTEMAN PRESS:				64.37
ODP BUSINESS SOLUTIONS LLC				
324108180001	07/26/2023	POST IT/BINDER CLIP/MACH TA	11-16-10-53100 CITY HALL OFFICE SUPPLIES	25.31
Total ODP BUSINESS SOLUTIONS LLC:				25.31
OFFICE PRO INC				
655683-0	06/05/2023	TISSUES 2 PLY	11-52-00-53500 BLDG MAINT SUPPLIES-PARKS	1,372.50
656110-0	06/08/2023	EAR PLUGS & GLOVES	11-32-10-53900 FIRST AID AND SAFETY SUPPLIES	218.10
658678-1	07/17/2023	HAND SOAP SHOP	11-52-00-53500 BLDG MAINT SUPPLIES-PARKS	1,175.00
C 658678-0	08/01/2023	HAND SOAP SHOP	11-52-00-53500 BLDG MAINT SUPPLIES-PARKS	1,468.75
Total OFFICE PRO INC:				1,296.85
PESCHES GREENHOUSE				
25571	07/05/2023	FUNERAL FLOWERS-LAWEREN	11-11-00-53990 COUNCIL MISCELLANEOUS EXPENSE	75.00
25584	07/11/2023	FUNERAL FLOWERS-RUZ MARI	11-11-00-53990 COUNCIL MISCELLANEOUS EXPENSE	75.00
25624	07/27/2023	FUNERAL FLOWERS-SARAH W	11-11-00-53990 COUNCIL MISCELLANEOUS EXPENSE	70.00
Total PESCHES GREENHOUSE:				220.00
PFI FASHIONS INC				
107724	07/24/2023	BEACH STAFF UNIFORMS	40-54-10-53990 BEACH MISCELLANEOUS	42.86
Total PFI FASHIONS INC:				42.86
PLAYAWAY PRODUCTS LLC				
437226	08/02/2023	STICKER REPLACEMENT	99-00-00-54110 LIBRARY YOUTH MATERIALS	2.99
Total PLAYAWAY PRODUCTS LLC:				2.99
POMP'S TIRE SERVICE INC				
60313774	08/04/2023	TOWMAX VANGUARD MOWING	11-32-10-52500 ST DEPT EQUIPMENT REPAIRS	311.00
Total POMP'S TIRE SERVICE INC:				311.00
ROTE OIL				
232070614	07/26/2023	500.6 GALS ON ROAD DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	1,476.76
232160411	08/04/2023	207.6 GALS DIESEL ON ROAD	11-32-10-53410 VEHICLE-FUEL & OIL	736.98
232160412	08/04/2023	235.7 GALS DYED DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	763.67
Total ROTE OIL:				2,977.41

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
RUSSELL CESCHI INSPECTIONS LLC				
JUNE-JULY 20	08/04/2023	COMM ELECTRIC INSP-JUN-JU	11-24-00-52190 CONTRACT BUILDING INSPECTOR	790.00
Total RUSSELL CESCHI INSPECTIONS LLC:				790.00
SCHMITZ READY MIX INC				
1060830-IN	08/01/2023	STORM SEWER REPAIR & REP	43-32-10-17010 STREET IMP PROGRAM	1,414.00
Total SCHMITZ READY MIX INC:				1,414.00
SHERWIN WILLIAMS				
8494-0	07/25/2023	5 GAL XYENE 5-SW PAINT SPR	11-32-10-52500 ST DEPT EQUIPMENT REPAIRS	265.11
8586-3	07/27/2023	PARKS PAINTING SUPPLIES	11-52-00-53520 GROUNDS MAINT SUPPLIES	170.67
Total SHERWIN WILLIAMS:				435.78
SHRED-IT				
8004361772	07/25/2023	SHREDDING SVC-JULY	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	69.06
Total SHRED-IT:				69.06
STATE OF WISCONSIN				
64-246 07/23	07/31/2023	COURT FINES-JUL 2023	11-12-00-24240 COURT FINES-STATE	7,254.96
Total STATE OF WISCONSIN:				7,254.96
ULINE				
166407295	07/25/2023	SAFETY MIRRO-CH BY BATHRO	11-16-10-53500 CITY HALL BLDG MAINT SUPPLIES	51.00
Total ULINE:				51.00
UNIQUE MANAGEMENT SERVICES INC				
6115916	08/01/2023	COLLECTION FEES-JUL	99-00-00-55110 LIBRARY CIRCULATION SUPPLIES	92.70
Total UNIQUE MANAGEMENT SERVICES INC:				92.70
UNITED PUBLIC SAFETY INC				
UPS00050684	07/31/2023	PLATE LOOKUPS JULY	42-34-50-54500 SUPPORT CONTRACTS	595.00
Total UNITED PUBLIC SAFETY INC:				595.00
VORPAGEL SERVICE INC				
SI2212158	08/04/2023	HVAC MAINTENANCE CONTRA	99-00-00-53600 LIBRARY BLDG MAINT SERVICES	943.00
Total VORPAGEL SERVICE INC:				943.00
WALWORTH COUNTY TREASURER				
64-246 07/23	07/31/2023	COURT FINES-JUL 2023	11-12-00-24200 COURT FINES-COUNTY	2,583.10
Total WALWORTH COUNTY TREASURER:				2,583.10
WIL-KIL PEST CONTROL				
4695521	07/14/2023	PEST CONTROL	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	65.00
Total WIL-KIL PEST CONTROL:				65.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
WINDY CITY LINEN				
246982	07/27/2023	LINEN-YERKES OBSERVATORY	40-55-10-46740 UPPER RIVIERA REVENUE	120.82
Total WINDY CITY LINEN:				120.82
WISCONN VALLEY MEDIA GROUP				
121990	06/28/2023	LN- ADA DOOR OPENER BID N	11-10-00-53140 OFFICIAL PUBLICATIONS & NOTICE	54.77
122697	07/05/2023	LN- PUBLIC HEARING 567 BRO	11-10-00-53150 PUBLICATION FEES REIMBURSABLE	48.96
122698	07/05/2023	LN- GDP 1120 S LAKESHORE D	11-10-00-53150 PUBLICATION FEES REIMBURSABLE	48.96
122699	07/05/2023	LN- PIP 1120 S LAKESHORE DR	11-10-00-53150 PUBLICATION FEES REIMBURSABLE	67.91
122704	06/28/2023	LN- SQRL SERVICE STATION R	11-10-00-53150 PUBLICATION FEES REIMBURSABLE	18.05
123059	07/05/2023	LAKE GENEVA DAY ANNOUNCE	11-10-00-53140 OFFICIAL PUBLICATIONS & NOTICE	339.95
124191	07/26/2023	LN- LAGOON SEAWALL BID NO	11-10-00-53140 OFFICIAL PUBLICATIONS & NOTICE	74.88
Total WISCONN VALLEY MEDIA GROUP:				653.48
Grand Totals:				188,977.51

Dated: August 15, 2023Mayor: Charles K. KiehlCity Council: Ken Howell
Kimberly J. Jensen
Jana Gunther
City Recorder: Shirley K. Kiehl

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice.Batch = "08022023","08162023","08162023A","L08162023","L08162023A"

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) for Jason Lohman Lake Geneva, WI 53147, to allow for a Raze of the existing building to reconstruct a new 16,000 commercial building at 567 Broad St to a property located within the Central Business (CB) zoning district Tax Key No. ZFI00001			
Committee:	Plan Commission approved August 21, 2023		
Fiscal Impact:	N/A		
File Number:	23-R43	Date:	August 28, 2023

WHEREAS, The City Plan Commission held a Public Hearing thereon pursuant to proper notice given on August 3, 2023.

Tax Key No. ZFI00001

Granted by action of the Common Council of the City of Lake Geneva this 28th day of August, 2023.

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

Attest:

Lana Kropf, City Clerk

Date

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: August 21, 2023

Agenda Item ###

Applicant:

Kenneth Etten
McCormack & Etten Architects, LLP
400 Broad Street
Lake Geneva, WI

Request:

567 Broad Street
Proposed Conditional Use Permit for In-Vehicle
Sales or Service

Description:

The applicant is submitting a proposal for a Conditional Use Permit (CUP) to allow for the construction of a new bank building with a drive-through. Drive-throughs are considered In-Vehicle Sales or Service by the zoning ordinance.

The subject property is zoned Central Business (CB). Other properties on the block to the south and west of the subject property are also zoned CB. The properties to the east, with frontage on Center Street, are zoned General Business (GB), and one parcel is zoned Planned Development (PD). Although located in the CB zoning district, the subject property is *not* located within the Downtown Design Overlay Zoning District.

The subject property is a large lot with frontage on Broad, North, and Dodge Streets, but improvements are proposed only for the northern half of the property, near the intersection of Broad and North Streets. No changes are proposed to the parking area in the southern portion of the property at this time.

Staff Review:

General Site Layout – The property currently contains a bank building with a drive-through window facing Broad Street. The proposed project involves razing the existing building and replacing it with a new bank building with a smaller footprint (3,836 square feet). The proposed drive-through would be located in the interior of the site. The drive-through would include three lanes (two teller lanes and one ATM lane). The bank building would contain a lobby, teller windows, personal banker desks, and offices. Staff feels that the proposed site plan is an improvement over current conditions, as the drive-through would be located behind the building, reducing the visual impact of the drive-through as viewed from Broad Street. Additionally, the new building would be located as close to the public sidewalk as possible, resulting in a more “downtown” style building with minimal setbacks, consistent with the City’s goals for the downtown.

The project includes ten parking spaces in a small parking lot to the south of the building, and five parallel parking spaces for employees located on the east side of the property. The CB zoning district does not have minimum parking requirements.

Vehicle traffic would enter the site through the existing driveway on Broad Street, south of the proposed parking lot. From there, cars would either enter the parking lot, or continue north to the drive-through. Drive-through traffic and all other traffic leaving the site would exit onto North Street (exit only).

The bank building would be accessed either via the Broad Street entrance (oriented to people arriving on foot) or the southern entrance (oriented to people arriving by car or on foot). A pedestrian walkway and crosswalk would run east-west through the site, providing access between employee parking and the building entrance and Broad Street. A new public sidewalk would be provided along North Street all the way to Broad Street, where it is not currently provided. This would close a small gap in the City's sidewalk network.

The proposed drive-through meets the requirements of Section 98-206(4)(g) pertaining to In-Vehicle Sales or Service uses. The proposed site plan provides for the safe and efficient movement of all traffic entering, exiting, and on the site.

Architecture, and Design – The building design includes high-quality building materials with attractive architectural elements, featuring a residential style with columns, pitched roofs, varied dormers, gables, central tower, and cupola. Exterior building materials include a mix of stone veneer, composite shake siding, and composite shingle siding in varying shades of grey; these would be accented by white composite trim around windows, doors, and eaves. The primary roofing material would be asphalt shingles, with standing seam metal roofing used for the window dormers, tower, and cupola. Overall, the building elevations and exterior materials proposed meet or exceed City expectations for the downtown.

Landscaping – Landscaping is proposed along the west and south sides of the building, along all street frontages, and around all parking areas. The proposed landscaping plan exceeds minimum requirements for the downtown and employs three maple trees paired with deciduous shrubs along the eastern property line, which is also a zoning district boundary as the property to the east is zoned GB. This is sufficient to meet the bufferyard requirements along that zoning district boundary. The trash enclosure and condenser units are adequately screened by landscaping.

The open space between the sidewalk and the property line is City right-of-way and landscaping is maintained by the City. No private landscaping may be located in the City right-of-way.

Exterior Lighting – Seven freestanding light poles are proposed in the parking lot area. Several on-building lights fixtures are proposed at building entrances, around the building exterior, and under the drive-through canopy. The proposed photometric plan meets the zoning ordinance requirements.

Signage – Wall signage is proposed on the building tower. Signage will be approved administratively through the sign permit approval process.

Action by the Plan Commission:

As part of the consideration of the requested CUP, the Plan Commission is required to:

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

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

A proposed CUP must be reviewed by the standards, below:

- A. If, after the public hearing, the Commission wishes to recommend *approval*, then the appropriate fact finding would be all of the following:
1. In general, the proposed conditional use is in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
 2. Specific to this site, the proposed conditional use is in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
 3. The proposed conditional use in its proposed location, and as depicted on the required site plan does not result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of the Zoning Ordinance, the Comprehensive Plan or any other plan, program, map, or ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development.
 4. The proposed conditional use maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.
 5. The proposed conditional use is located in an area that will be adequately served by, and will not impose an undue burden on any improvements, facilities, utilities or services provided by public agencies serving the subject property.
 6. The potential public benefits of the proposed conditional use outweigh all potential adverse impacts of the proposed conditional use after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.
- B. If, after the public hearing, the Commission wishes to recommend denial, then the appropriate fact finding would be one or more of the following:
1. In general, the proposed conditional use is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
 2. Specific to this site, the proposed conditional use is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
 3. The proposed conditional use in its proposed location, and as depicted on the required site plan does result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of the Zoning Ordinance, the Comprehensive Plan or any other plan, program,

map, or ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development.

4. The proposed conditional use does not maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.
5. The proposed conditional use is not located in an area that will be adequately served by, and will impose an undue burden on any of the improvements, facilities, utilities or services provided by public agencies serving the subject property.
6. The potential public benefits of the proposed conditional use do not outweigh all potential adverse impacts of the proposed conditional use after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.

Staff Recommendation:

1. Staff recommends that the Plan Commission recommend approval of the proposed conditional use as submitted, with the findings under A.1-6., above.
2. Staff recommends the Plan Commission adopt the *affirmative set of findings* provided above.
3. Staff recommends the following *additional condition of approval* be attached:
 - a. none

Suggested Motions:

- Approve: I recommend approval of the proposed Conditional Use Permit for *McCormack & Etten Architects, 400 Broad Street, Lake Geneva, WI 53147* for the proposed *In-Vehicle Sales or Service use at the property located at 567 Broad Street in the CB Zoning District, Tax Key No. ZFI 00001*, including the affirmative set of findings, and any additional conditions of approval recommended by staff.
- Deny: I recommend denial of the Conditional Use Permit for *McCormack & Etten Architects, 400 Broad Street, Lake Geneva, WI 53147* for the proposed *In-Vehicle Sales or Service use at the property located at 567 Broad Street in the CB Zoning District, Tax Key No. ZFI 00001*, because [provide rationale for denial, based on substantial evidence].

*Jackie Mich, AICP
City Planning Consultant
Vandewalle & Associates*

APPLICATION FOR CONDITIONAL USE

City of Lake Geneva

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

567 BROAD ST., LAKE GENEVA, WI 53147 / TAX KEY ZFI 00001

Name and Address of Current Owner: TOWN BANK,

850 WEST NORTH SHORE DRIVE, HARTLAND, WI 53029

Telephone No. with area code & Email of Current Owner: OWNER REP. JASON LOHMAN

(T) (847) 370.5416 / E-MAIL: jlohman@wintrust.com

Owner Signature: 

Name and Address of Applicant:

McCORMACK + ETTON / ARCHITECTS LLP

400 BROAD STREET, LAKE GENEVA, WI 53147

Telephone No. with area code & Email of Applicant: (262) 248.8391 EXT. 12

E-MAIL: kene.mccormack@etten.com

Proposed Conditional Use: NEW DRIVE-UP BRANCH BANK TO

REPLACE EXISTING BANK BUILDING.

Zoning District in which land is located: CB. CENTRAL BUSINESS

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

KENNETH ETTON A.I.A. / McCORMACK + ETTON / ARCHITECTS LLP

400 BROAD STREET, LAKE GENEVA, WI 53147

Short statement describing activities to take place on site:

THE OWNER'S WISH TO REPLACE EXISTING BANK BUILDING
WITH A NEW DRIVE-UP BRANCH BANK. THE NEW BANK
WOULD PROVIDE THE SAME SERVICES IN A SMALLER
MORE ATTRACTIVE BUILDING THAT WOULD ENHANCE THE
NORTH BROAD ST. NEIGHBORHOOD AND THE IMAGE OF TOWN BANK.

Conditional Use Fee payable upon filing application: \$400.00 [\$100.00 for Application Under Sec. 98-407(3)]

6.1.23

Date



Signature of Applicant

_____ 567 Broad St _____ Cost Recovery # _____
Petitioner Name Project Address

OFFICE USE ONLY Description of Request _____

Agreement for Services

REIMBURSABLE BY THE PETITIONER / APPLICANT. The city may retain the services of the professional consultants (including planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and other experts) to assist in the City's review of a proposals coming before the Plan commission and/or Common Council. The submittal of a development proposal application or petition by a Petitioner shall be construed as an agreement to pay for such professional review services applicable to the proposal including any financing charges that my accrue. The City applies the charges for these services to the Petitioner. The City Administrator at any time may require an applicant to submit an advance deposit of \$500 to \$5,000 depending on the complexity and anticipated involvement of the City's consultants or continuing advance deposits against future billings by the City for recovery of costs provide by this ordinance 98-935(4). **An advanced deposit shall be required for the application related to Extraterritorial matters.** Surplus deposits shall be returned to the Applicant at the conclusion of the project.

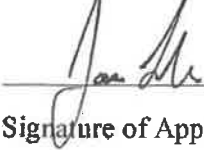
Jason Lohman (Wintrust Financial Corporation), as applicant/petitioner for
Project: Bank Building Reconstruction
Project Address: 567 Broad St. Lake Geneva, WI
Name: Town Bank - Lake Geneva
Address: 567 Broad St. Lake Geneva, WI

Cell Phone: (847) - 370 - 5416 Phone: (224) - 585 - 5789
Email: jlohman@wintrust.com

Dated this 3 Day of May, 20 22

Jason Lohman - Wintrust Financial Corporation - Corporate Real Estate

Printed Name of Applicant / Petitioner


Signature of Applicant/Petitioner

Applicant/Petitioner agrees that in addition to those normal costs payable by an applicant/petitioner (e.g., filing or permit fees, publication expenses, recording fees, etc.), that in the event the action applied or petitioned for requires the City of Lake Geneva, in the judgment of its staff, to obtain additional professional service(s), (e.g., engineering, surveying, planning, legal) than would be routinely available "in house" to enable the City to properly address, take appropriate action on, or determine the same, applicant/petitioner shall reimburse the City for the costs thereof

Section 98-935 Fees:

(1) Fees for Procedures or Permits Requested by a Private Party: The fees for the procedures and permits established by this Chapter shall be established by resolution of the Common Council of the City of Lake Geneva

(2) Fees for Procedures Requested by the City of Lake Geneva: There shall be no fee in the case of applications filed in the public interest by the Common Council or the Plan Commission, other agency, or official of the City of Lake Geneva.

(3) Payment of Fees: Fees shall be payable at the time applications are filed with the appropriate officer of the City (per the requirements of this Chapter), and are not refundable.

(4) Professional Consultant Review Services: The City may retain the services of professional consultants (including planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and other experts) to assist in the City's review of a proposal coming before the Plan Commission. The City may apply the charges for these services to the Petitioner. The City will require the Petitioner to sign a professional consultant review services form. The City Administrator at any time may require an applicant to submit an advance deposit of \$500 to \$5,000 depending on the complexity and anticipated involvement of the City's consultants or continuing advance deposits against future billings by the City for recovery of costs provide by this ordinance 98-935(4). **An advanced deposit shall be required for the application related to Extraterritorial matters.** The City may delay acceptance of the application or petition as complete, or may delay final approval of the proposal, until such fees are paid by the Petitioner. The submittal of a development proposal application or petition by a Petitioner shall be construed as an agreement to pay for such professional review services applicable to the proposal. Review fees which are applied to a Petitioner, but which are not paid, may be assigned by the City as a special assessment to the subject property.

June 1, 2023



Mr. Fred Walling
Zoning Administrator
City of Lake Geneva
626 Geneva Street
Lake Geneva, WI 53147

**Re: APPLICATION FOR CONDITIONAL USE & SITE PLAN APPROVAL
NEW TOWN BANK BUILDING
567 BROAD STREET, LAKE GENEVA, WISCONSIN**

Dear Mr. Walling & Plan Commission Members,

Wintrust Bank and Town Bank respectfully request a *Conditional Use Approval* to raze the Existing Bank Building and construct a New Bank Building at 567 Broad Street as permitted by the *CB-Central Business Zoning District*, as described below.

The Existing Building is located in the City of Lake Geneva at 567 Broad Street, Tax Key No. ZFI 00001, was originally a Sentry grocery store that was converted to a bank by First Banking Center in 1990. While the majority of the building was used for banking purposes, a portion on the east and southeast corner was rental office space. The building was eventually sold to Talmer Bank in 2011 and then to Wintrust / Town Bank in 2014. The Existing Building is a one-story masonry structure with a small mechanical / storage mezzanine on the southwest corner. Due to a number of structural issues and the bank not needing all of the building space, Wintrust / Town Bank wishes to demolish the Existing Building and construct a smaller New Branch Bank Building on the western portion of the property with a smaller footprint and consider other options for the balance of the property. *Because of the location of the property and the reconfiguration of the use, Wintrust / Town Bank is applying for a Conditional Use as a Commercial Land Use under Personal or Professional Services per Section 98-206(4)(b) of the CB Central Business Zoning District of the Lake Geneva City Zoning Ordinance. It is the applicants' intention to build a New Bank Building in a higher quality style to improve their presence and image in the City of Lake Geneva.*

1. The Existing Site is approximately 10,750 sq. ft. (0.25 acres) in size and is zoned CB Central Business. This CB District allows for a wide variety of Land Uses Permitted by Right as well as Conditional Uses and Accessory Uses. Regulations within this District require: a Minimum Lot Area of 1,750 s.f.; Minimum Lot Width of 20'; a Building to Front or Street Side Lot Line of 0'; a Building to Nonresidential Side Lot Line of 0'; a Building to Nonresidential Rear Lot Line of 10'; a Minimum Paved Surface Setback of 0'; a Maximum Building Height of 45'; a Maximum Number of Floors of 4; a Minimum Landscape Surface Ratio (LSR) of 0%; a maximum Floor Area Ratio (FAR) of 3.00; and On-Site Parking based upon 1 stall per 300 sq. ft. of gross floor area.

McCormack + Etten / Architects, LLP

400 Broad Street, Lake Geneva, WI 53147
Email: contact@mccormacketten.com

Ph (262) 248-8391 Fax (262) 248-8392
<http://www.mccormacketten.com>

2. Wintrust / Town Bank wishes to replace the Existing Bank Building with a New Branch Bank Building with an upgraded architectural style to enhance this area of north Broad Street and create a distinctive image for Town Bank in the Lake Geneva community. The New Building would include:

- Architectural grade heavy asphalt shingle roof, hardboard siding and trim, and veneer stone accents.
- Reversing the layout of the Bank by placing the drive-up lanes on the back / east side to present a more attractive façade on the Broad Street / west side of the building.
- We feel that the use of quality materials and details in this mixed setting reflect that design intent and will bring a new focal point and catalyst to the north end of the Broad Street Central Business District.

The following documents are enclosed to facilitate the review of the proposed Conditional Use approval within the CB Central Business Zoning District:

- A. A Location Map of the Subject Site in relation to the City of Lake Geneva.
- B. A Map of the Subject Property noting the current zoning and that of adjoining properties, and a Certified Survey Map which depicts the dimensions of the subject property.
- C. A General Written Description and a Written Justification for the Proposed Conditional Use.
- D. Drawings of the Proposed Project Site Plan, Floor Plans and Elevations, including Color Rendering.
- E. General Signage Plan.
- F. Landscaping Plan, Grading & Site Drainage, & Site Lighting Plan.

Thank you for your consideration of the above project. Please let me know if you need additional information or have any questions.

Sincerely,



Kenneth L. Etten A.I.A.
McCormack + Etten / Architects LLP

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 8 final complete applications as certified by the Zoning Administrator, the Applicant shall submit 1 initial draft application packet and 1 digital copy for staff review, followed by one revised draft final application packet based upon staff review and comments.

Initial Packet (1 Copy and 1 Digital Copy to Zoning Administrator)

↓

Draft Final Packet (8 Copies and 1 Digital Copy to Zoning Administrator)

↓

Date:by:

Date:by:

X

(a) A map of the proposed conditional use:

Showing all lands for which the conditional use is proposed;

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.

X

(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:

X

(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;

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

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

III. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

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

SEE ATTACHED

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

SEE ATTACHED

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?

SEE ATTACHED

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?

SEE ATTACHED

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?

SEE ATTACHED

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?

SEE ATTACHED

IV. FINAL APPLICATION PACKET INFORMATION

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

____ ~~Receipt of 8 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)

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

I. RECORDATION OF ADMINISTRATIVE PROCEDURES

Pre-submittal staff meeting scheduled:

Date of Meeting:

Time of Meeting:

Date:

by:

Follow-up pre-submittal staff meetings scheduled for:

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by:

Date of Meeting:

Time of Meeting:

Date:

by:

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Date:

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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 8 final complete applications as certified by the Zoning Administrator, the Applicant shall submit 1 initial draft application packet and 1 digital copy for staff review, followed by one revised draft final application packet based upon staff review and comments.

Initial Packet (1 Copy and 1 Digital Copy to Zoning Administrator)

Date:

by:

↓

Draft Final Packet (8 Copies and 1 Digital Copy to Zoning Administrator)

Date:

by:

↓

X

(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;

Page 99 of 171

- _____ 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.

X _____ (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.)

X _____ (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.

- ~~X~~ ___ (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;

- ~~X~~ ___ (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.

- ~~X~~ ___ (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 1 full scale copy in blueline or blackline of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____
- ~~X~~ ___ Receipt of 8 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: _____

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 567 BROAD STREET, LAKE GENEVA, WI 53147
Applicant name TOWN BANK
Applicant email j.lohman@wintrust.com Phone Number (247) 370-5416
Architect/Contractor/Designer Name McDERMOTT + ETTEN/ARCHITECTS, LLP
Architect/Contractor/Designer Email kenemccormack@etten.com Phone Number (262) 248-8391 EXT.12
Type of Construction: New X Addition _____ Remodel _____
Type of Development: Single-family _____ Multi-family _____ Commercial X Industrial _____
Type of Business BANK WITH DRIVE-UP SERVICES

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 COMPARABLE TO CURRENT USE
 - 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 NEW BUILDING / 84' x 47' 4" + CANOPY 24' x 30'
- Will there be signage? YES / NO type (mounted, freestanding) BOTH
- Exterior lighting plans? YES / NO
- What kind of noise or level of noise will the business have? MINIMAL
- Detailed property Site Plan? YES / NO Date of Plan: 6.1.23
- 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

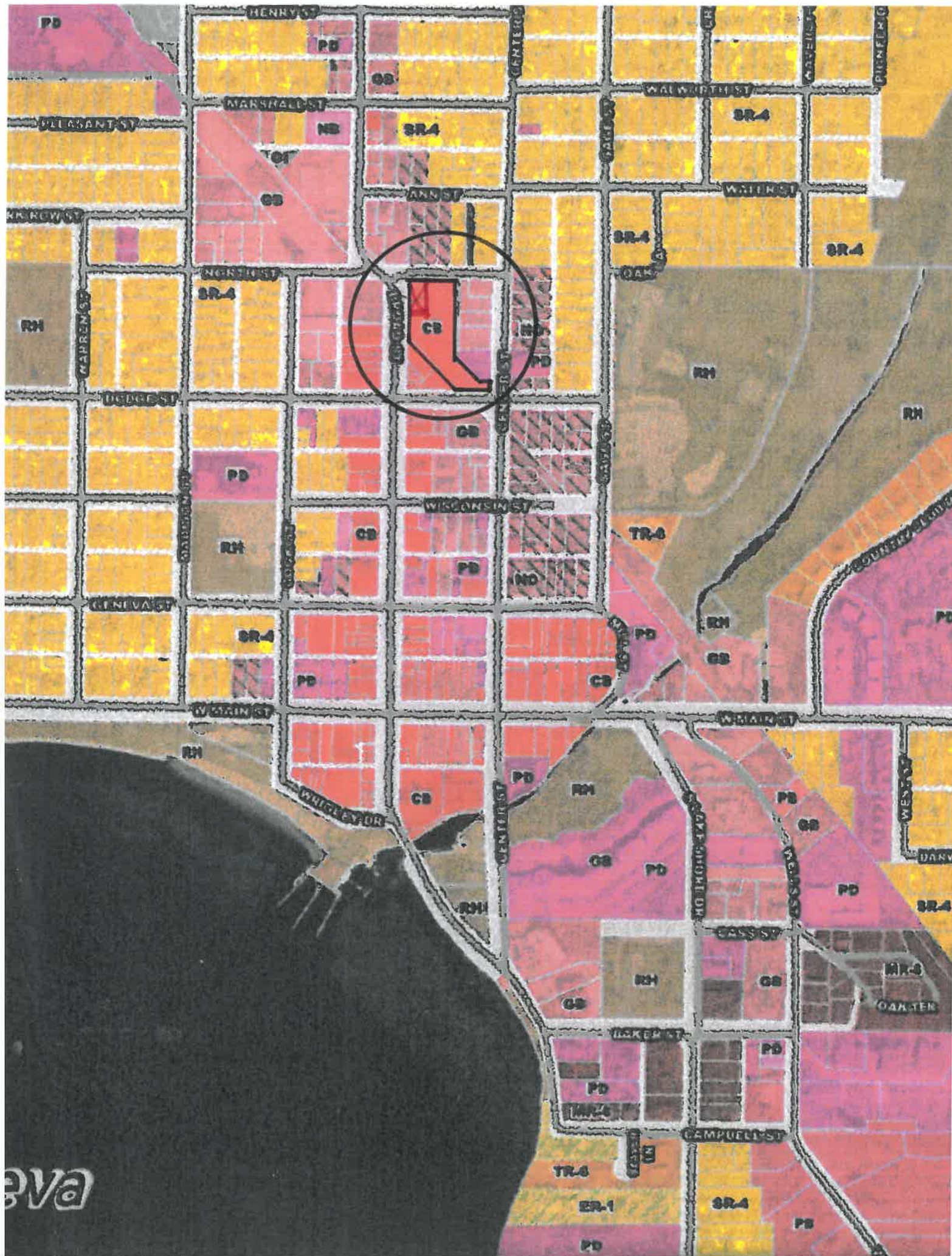
If the development is Commercial or Industrial, please provide the following:

- Water service size requirement T.B.D. (COMPARABLE TO CURRENT USAGE)
- Estimated daily water usage in gallons per day T.B.D.
- Estimated maximum water flow in gallons per minute T.B.D.
- Number of bathrooms 2 / 1 MENS' / 1 WOMENS'
- Brief description of process (if Industrial) N/A

If the development is a multi-family dwelling, please provide the following:

- Number of units N/A
- Number of bedrooms in each unit N/A
- Water service size requirement N/A

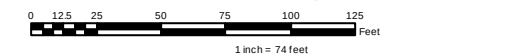
**A. GENERALIZED LOCATION MAP
AND ZONING MAP**





Legal Landscape

WALWORTH COUNTY, WISCONSIN



Author:

Map Produced on: 6/19/2023

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

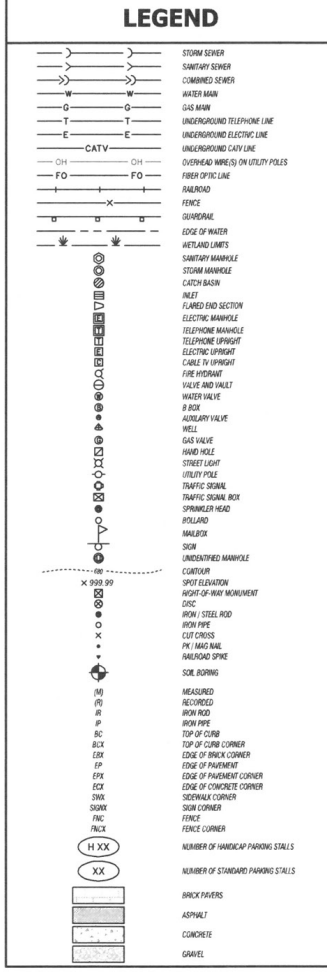
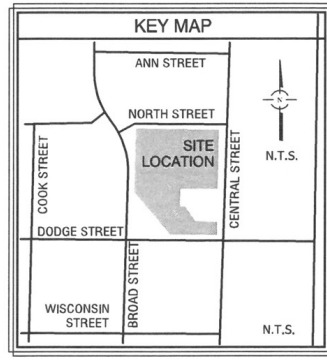
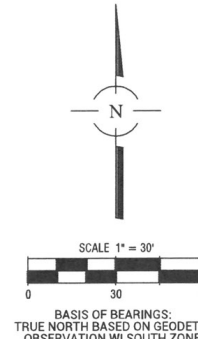
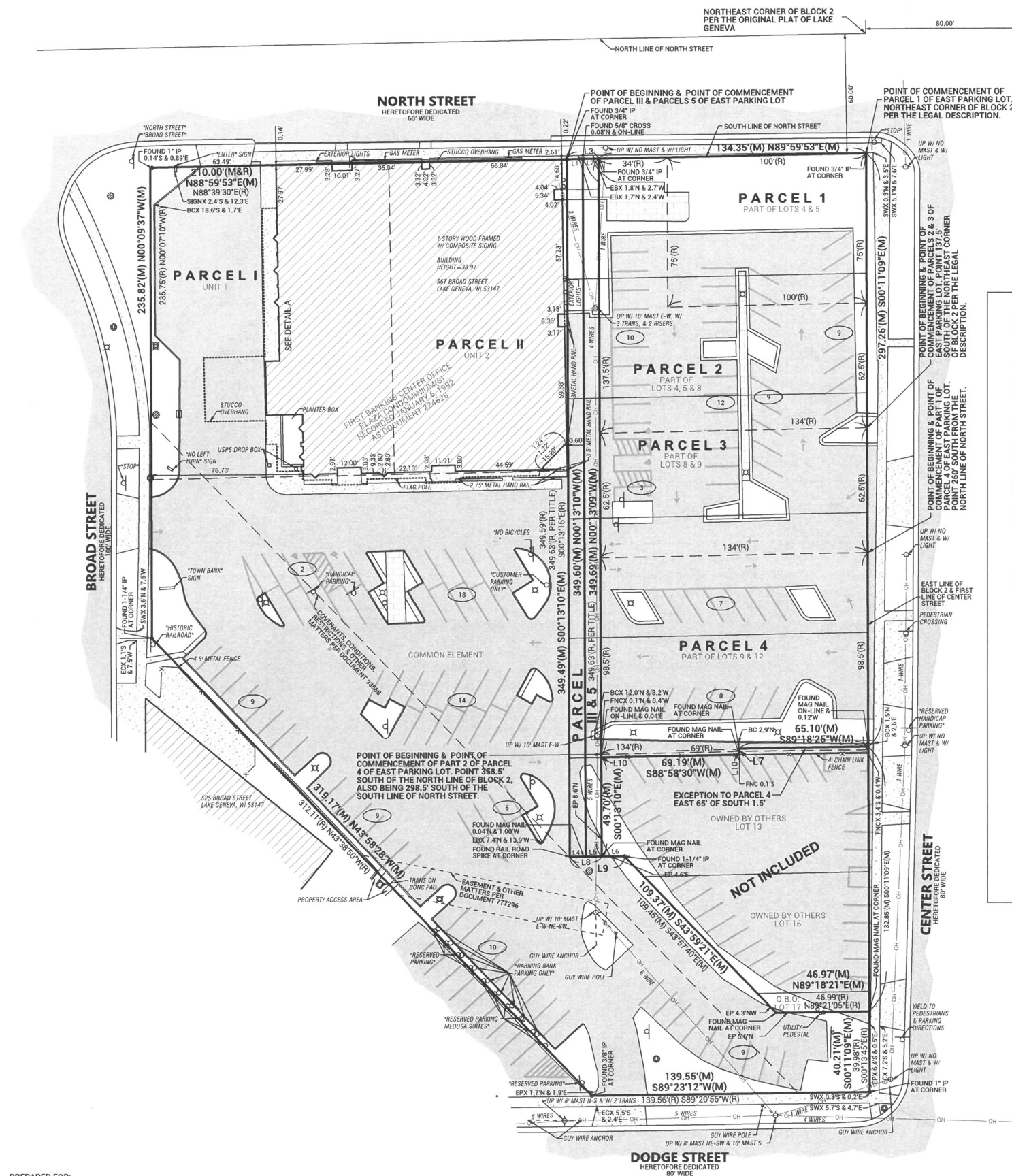
Walworth County Information Technology Department
Land Information Division
3800 County Trunk NW
Elkhorn, Wisconsin 53121-1001

DISCLAIMER: THE INFORMATION PROVIDED ON THIS MAP HAS BEEN PRODUCED AND PROCESSED BY HOW SOURCE DATA WAS OBTAINED. HOW SOURCE DATA WAS OBTAINED IS NOT GUARANTEED. THE INFORMATION IS PROVIDED AS IS, WITHOUT WARRANTY, AND THE USER ASSUMES ALL LIABILITY FOR ANY INACCURACIES, OMISSIONS, OR ERRORS. THE INFORMATION IS NOT TO BE USED FOR ANY PURPOSE OTHER THAN THAT FOR WHICH IT WAS PROVIDED.



**B. CERTIFIED SURVEY MAP OF
SUBJECT PROPERTY**

A.L.T.A. / N.S.P.S. LAND TITLE SURVEY



L1 = 8.00'(M) N88°59'53\"E(M)	L6 = 11.46'(M) N89°42'36\"E(M)
L2 = 8.00'(M) N88°59'53\"E(M)	L7 = 3.07'(M) S02°31'19\"E(M)
L3 = 16.00'(R)	L8 = 16.00'(R)
L4 = 8.00'(M) N89°42'36\"E(M)	L9 = 27.45'(M) N89°42'36\"E(M)
L5 = 8.00'(M) N89°42'36\"E(M)	L10 = 1.50'(R)

TOTAL NUMBER OF HANDICAP = 130
PARKING STALLS

TOTAL NUMBER OF STANDARD = 5
PARKING STALLS

TOTAL NUMBER OF PARKING = 135
STALLS

PROPERTY DESCRIPTION:

PARCEL I:
UNIT 1 IN THE FIRST BANKING CENTER OFFICE PLAZA CONDOMINIUM(S) CREATED BY A "DECLARATION OF CONDOMINIUM" RECORDED ON JANUARY 6, 1992, IN THE OFFICE OF THE REGISTER OF DEEDS FOR WALWORTH COUNTY, WISCONSIN, AS DOCUMENT NO. 224628, AND ANY AMENDMENTS AND/OR CORRECTIONS THERETO, AND BY ITS CONDOMINIUM PLAT AND ANY AMENDMENTS AND/OR CORRECTIONS THERETO, SAID LAND BEING IN THE CITY OF LAKE GENEVA, COUNTY OF WALWORTH, STATE OF WISCONSIN.

PARCEL II:
UNIT 2 IN THE FIRST BANKING CENTER OFFICE PLAZA CONDOMINIUM(S) CREATED BY A "DECLARATION OF CONDOMINIUM" RECORDED ON JANUARY 6, 1992, IN THE OFFICE OF THE REGISTER OF DEEDS FOR WALWORTH COUNTY, WISCONSIN, AS DOCUMENT NO. 224628, AND ANY AMENDMENTS AND/OR CORRECTIONS THERETO, AND BY ITS CONDOMINIUM PLAT AND ANY AMENDMENTS AND/OR CORRECTIONS THERETO, SAID LAND BEING IN THE CITY OF GENEVA, COUNTY OF WALWORTH, STATE OF WISCONSIN.

PARCEL III:
A 1/2 INTEREST IN THE FOLLOWING DESCRIBED LAND: A PARCEL OF LAND LOCATED IN BLOCK 2 OF THE ORIGINAL PLAT OF THE VILLAGE (NOW CITY) OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS: COMMENCING AT A POINT ON THE SOUTH LINE OF NORTH STREET 210 FEET EAST OF THE NORTHWEST CORNER OF LOT 3, BLOCK 2, SAID POINT BEING THE PLACE OF BEGINNING; THENCE SOUTH 00 DEG. 48' WEST 349.63 FEET; THENCE SOUTH 89 DEG. 37' EAST 16 FEET; THENCE NORTH 00 DEG. 48' EAST 349.63 FEET, MORE OR LESS, TO THE SOUTH LINE OF NORTH STREET; THENCE WEST ALONG THE SOUTH LINE OF NORTH STREET 16 FEET, MORE OR LESS TO THE PLACE OF BEGINNING.

PARCEL IV:
THE FOLLOWING PARCELS WERE NOT INCLUDED WITHIN THE TITLE COMMITMENT PROVIDED:

PARCEL 1:
PART OF LOTS 4 AND 5 IN BLOCK 2 OF THE ORIGINAL PLAT OF LAKE GENEVA DESCRIBED AS: COMMENCING AT THE NORTHEAST CORNER OF BLOCK 2 OF THE ORIGINAL PLAT OF THE CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN, THENCE SOUTH 75 FEET, THENCE WEST 100 FEET, THENCE NORTH 75 FEET, THENCE EAST 100 FEET TO THE PLACE OF BEGINNING.

PARCEL 2:
PART OF LOTS 4, 5 AND 8 IN BLOCK 2 OF THE ORIGINAL PLAT OF LAKE GENEVA DESCRIBED AS: COMMENCING 137 1/2 FEET SOUTH OF THE NORTHEAST CORNER OF BLOCK 2 OF THE ORIGINAL PLAT OF THE CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN, THENCE WEST 134 FEET, THENCE NORTH 137 1/2 FEET TO THE SOUTH LINE OF NORTH STREET, THENCE EAST 34 FEET THENCE SOUTH 75 FEET, THENCE EAST 100 TO THE EAST LINE OF BLOCK 2, THENCE SOUTH 62 1/2 FEET TO THE PLACE OF BEGINNING.

PARCEL 3:
PART OF LOTS 8 AND 9 IN BLOCK 2 OF THE ORIGINAL PLAT OF LAKE GENEVA DESCRIBED AS: COMMENCING 137 1/2 FEET SOUTH OF THE NORTHEAST CORNER OF BLOCK 2 OF THE ORIGINAL PLAT OF THE CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN, THENCE WEST 134 FEET, THENCE NORTH 137 1/2 FEET TO THE SOUTH LINE OF NORTH STREET, THENCE EAST 34 FEET THENCE SOUTH 75 FEET, THENCE EAST 100 TO THE EAST LINE OF BLOCK 2, THENCE SOUTH 62 1/2 FEET, THENCE NORTH 134 FEET, THENCE NORTH TO THE PLACE OF BEGINNING.

PARCEL 4:
PART OF LOTS 9 AND 12 IN BLOCK 2 OF THE ORIGINAL PLAT OF LAKE GENEVA DESCRIBED AS: COMMENCING AT A POINT IN THE EAST LINE OF BLOCK 2 IN THE CITY OF LAKE GENEVA, LAKE VILLAGE OF GENEVA, WHICH IS 260 FEET SOUTH FROM THE NORTH LINE OF NORTH STREET; AND RUNNING THENCE WEST TO THE RIGHT ANGLES TO SAID EAST LINE 134 FEET, THENCE SOUTH PARALLEL WITH SAID EAST LINE 98 1/2 FEET, THENCE EAST PARALLEL WITH THE FIRST LINE TO CENTER STREET, THENCE NORTH ON CENTER STREET TO THE PLACE OF BEGINNING, EXCEPTING THEREFROM THE EAST 65 FEET OF THE SOUTH 1 1/2 FEET ALSO COMMENCING AT A POINT IN THE ALLEY RUNNING NORTH AND SOUTH THROUGH BLOCK 2, ACCORDING TO THE ORIGINAL PLAT OF THE VILLAGE OF GENEVA, NOW CITY OF LAKE GENEVA, IN THE COUNTY OF WALWORTH AND STATE OF WISCONSIN, ON RECORD IN THE REGISTER'S OFFICE OF SAID COUNTY, WHICH POINT IS 388 1/2 FEET SOUTH OF THE NORTH LINE OF SAID ALLEY BEING 298 1/2 FEET SOUTH OF THE SOUTH LINE OF NORTH STREET AND THE SOUTHWEST CORNER OF LAND OWNED BY HARRIET M. RICHARDS, LIKEWISE THE NORTHWEST CORNER OF LAND OWNED BY CHARLES T. SCHLADA, THENCE EAST IN THE NORTH LINE OF SAID SCHLADA'S LAND 69 FEET; THENCE SOUTH 1 1/2 FEET; THENCE WEST PARALLEL WITH THE NORTH LINE OF SAID SCHLADA'S LAND 69 FEET TO THE ALLEY, THENCE NORTH IN THE EAST LINE OF SAID ALLEY 1 1/2 FEET TO THE PLACE OF BEGINNING.

PARCEL 5:
PART OF LOTS 4, 5, 8, 9 AND 12 IN BLOCK 2 OF THE ORIGINAL PLAT OF LAKE GENEVA DESCRIBED AS: A 1/2 INTEREST IN AND TO THE FOLLOWING: A PARCEL OF LAND LOCATED IN BLOCK 2 OF THE ORIGINAL PLAT OF THE VILLAGE (NOW CITY) OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS: COMMENCING AT A POINT ON THE SOUTH LINE OF NORTH STREET 210 FEET EAST OF THE NORTHWEST CORNER OF LOT 3, BLOCK 2, SAID POINT BEING THE PLACE OF BEGINNING, THENCE SOUTH 00 DEG. 48' WEST 349.63 FEET, THENCE SOUTH 89 DEG. 37' EAST 16 FEET, THENCE NORTH 00 DEG. 48' EAST 349.63 FEET, MORE OR LESS, TO THE SOUTH LINE OF NORTH STREET, THENCE WEST ALONG THE SOUTH LINE OF NORTH STREET 15 FEET, MORE OR LESS TO THE PLACE OF BEGINNING.

NOTES:

THIS SURVEY REFLECTS MATTERS OF TITLE AS LISTED ON A COMMITMENT FOR TITLE INSURANCE BY KNIGHT BARRY TITLE COMPANY, FILE NUMBER: WNY12793 WITH A COMMITMENT DATE: APRIL 11, 2014 AT 8:00 AM. THIS SURVEY CONTAINS MORE PROPERTY THAN DESCRIBED AS PART OF THIS TITLE COMMITMENT.

UNDERGROUND UTILITIES ARE SHOWN BY USING PHYSICAL EVIDENCE FOUND ON THE SURFACE AND/OR FROM UTILITY COMPANY FIELD STAKES, AND/OR ENGINEERING DESIGN PLANS, THEREFORE, THEIR LOCATIONS ARE APPROXIMATE AND SUSPECTED AND MAY NOT BE COMPLETELY ACCURATE, FOR MORE ACCURATE LOCATION, FIELD EXCAVATE, OTHER UTILITIES NOT SHOWN MAY EXIST, NO UNDERGROUND UTILITIES WERE LOCATED, BEFORE DIGGING CALL 1-800-4-A-ROOT AT 1-800-492-0123.

ALL DIMENSIONS ARE IN FEET AND DECIMAL PARTS THEREOF, NO DISTANCES OR ANGLES SHOWN HEREON MAY BE ASSUMED BY SCALING.

BEARINGS SHOWN HEREON ARE BASED ON THE WISCONSIN STATE PLANE COORDINATE SYSTEM GRID, SOUTH ZONE (NAD-83), WISCONSIN WAS USED TO ESTABLISH THE COORDINATE SYSTEM FOR THIS SURVEY.

THIS SURVEY COMPLETES WITH CHAPTER AE-7 OF THE WISCONSIN ADMINISTRATIVE CODE AND IS CORRECT TO THE BEST OF THE SURVEYOR'S KNOWLEDGE AND BELIEF.

THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT 2021 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS.

NO CEMETERIES, GRAVE SITE OR BURIAL GROUNDS WERE DISCLOSED IN THE RECORD DOCUMENTS PROVIDED TO THE SURVEYOR OR OBSERVED IN THE PROCESS OF CONDUCTING THIS SURVEY. ADDITIONALLY, THIS SURVEYOR HAS NO PRIOR KNOWLEDGE OF CEMETERIES, GRAVE SITE OR BURIAL GROUNDS BEING LOCATED ON THE SURVEYED PROPERTY.

TAX KEY NO.: ZF000002, ZOP00023 THROUGH ZOP00026 AND ZOP00028

MONUMENTS WERE FOUND/SET AT THE PARCEL CORNERS AS SHOWN, (TABLE A ITEM 1)

ADDRESS: ADDRESS 532 CENTER STREET LAKE GENEVA, WI 53147 LAKE GENEVA, WI 53147 (TABLE A ITEM 2)

BASED UPON A REVIEW OF THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FLOOD INSURANCE RATE MAP (FIRM) MAP NUMBER 58127C0331D MAP WITH AN EFFECTIVE DATE OF 10/02/2009, IT IS OUR CONSIDERED OPINION THAT THIS PROPERTY LIES IN ZONE X (UNSHADED) - AREA OF MINIMAL FLOOD HAZARD AS IDENTIFIED BY SAID F.I.R.M. MAP, (TABLE A ITEM 3)

PROPERTY SURVEYED CONTAINS 143,430.76 SQUARE FEET, OR 3.29 ACRES, MORE OR LESS, (TABLE A ITEM 4)

THE EXTERIOR DIMENSIONS OF ALL BUILDINGS AT GROUND LEVEL ARE SHOWN HEREON, (TABLE A ITEM 7A)

SUBSTANTIAL FEATURES ARE SHOWN HEREON, (TABLE A ITEM 8)

THERE ARE A TOTAL OF 167 STRIPED PARKING SPACES ON THE SURVEYED PROPERTY, 5 OF WHICH ARE HANDICAP SEE TABLE ABOVE, (TABLE A ITEM 9)

AERIAL PHOTOGRAPHY PRODUCED BY SPACECO ON NOVEMBER 18, 2021 UTILIZING POST-PROCESSED IMAGES AND WISCONSIN STATE PLANE COORDINATES (FGDC TABLE A-3), (TABLE A ITEM 15)

NOTES FROM TITLE COMMITMENT:

12. EASEMENTS, RESTRICTIONS AND OTHER MATTERS SHOWN ON THE PLAT OF FIRST BANKING CENTER OFFICE PLAZA CONDOMINIUM.

(SURVEYOR'S NOTE: THE PLAT DESCRIBES UNITS, COMMON ELEMENT AND LIMITED COMMON ELEMENTS AND IS BLANKET IN NATURE. SEE DOCUMENT FOR DETAILS.)

13. AGREEMENT AND OTHER MATTERS CONTAINED IN THE INSTRUMENT RECORDED DECEMBER 2, 1991 AS DOCUMENT NO. 222578.

(SURVEYOR'S NOTE: THIS IS A DRIVEWAY AND UNDERGROUND UTILITIES AGREEMENT AND IS SHOWN HEREON AS PARCEL III.)

14. RESTRICTIONS, COVENANTS AND OTHER MATTERS CONTAINED IN THE INSTRUMENT RECORDED JULY 12, 1990 AS DOCUMENT NO. 197132.

(SURVEYOR'S NOTE: NO RETAIL FOOD MARKET SHALL BE OPERATED AT THE PREMISES FOR AS LONG AS A SENTRY FOOD STORE IS OPERATING IN LAKE GENEVA, WISCONSIN, SAID PREMISES IS THE PROPERTY CONTAINED WITHIN THE FIRST BANKING CENTER OFFICE PLAZA CONDOMINIUM.)

15. COVENANTS, CONDITIONS, RESTRICTIONS AND OTHER MATTERS CONTAINED IN THE INSTRUMENT RECORDED AUGUST 29, 1983 AS DOCUMENT NO. 93568.

(SURVEYOR'S NOTE: UNDERGROUND UTILITY EASEMENT, SHOWN HEREON.)

16. DECLARATION OF CONDOMINIUM OF FIRST BANKING CENTER OFFICE PLAZA CONDOMINIUM AND OTHER MATTERS CONTAINED IN THE INSTRUMENT RECORDED JANUARY 6, 1992 AS DOCUMENT NO. 224628.

(SURVEYOR'S NOTE: AFFECTS A PORTION OF THE SURVEYED PROPERTY, BLANKET IN NATURE. SEE DOCUMENT FOR DETAILS.)

17. EASEMENT AND OTHER MATTERS CONTAINED IN THE INSTRUMENT RECORDED NOVEMBER 16, 2009 AS DOCUMENT NO. 777296.

(SURVEYOR'S NOTE: SHOWN HEREON IN ITS APPROXIMATE LOCATION.)

STATE OF ILLINOIS: SS
COUNTY OF COOK

TO: WINTRUST FINANCIAL CORPORATION, AN ILLINOIS CORPORATION
AND TO: TALMER BANK
AND TO: KNIGHT BARRY TITLE, INC.

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2021 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 1, 2, 3, 4, 7(a), 8, 9, & 15 OF TABLE "A" THEREOF. THE FIELDWORK WAS COMPLETED ON DECEMBER 7, 2021.

GIVEN UNDER MY HAND AND SEAL THIS ____ DAY OF ____, 2021 IN ROSEMONT, ILLINOIS.

C. BRIAN LOUNSBURY, W.P.L.S. No. 2047-8
LICENSE EXPIRES: 11-30-2022
blounsbury@spacecoinc.com

PREPARED FOR:
WINTRUST
9701 W. HIGGINS ROAD
SUITE 250
ROSEMONT, ILLINOIS 60018

FOR REVIEW
PURPOSES ONLY

REVISIONS:

SPACECO INC.

CONSULTING ENGINEERS

SITE DEVELOPMENT ENGINEERS

LAND SURVEYORS

DATE: 12/17/2021

JOB NO: 11854

FILENAME: 11854ALTA-01

SHEET: 2 OF 2

9575 W. Higgins Road, Suite 700,
Rosemont, Illinois 60018
Phone: (847) 696-4060 Fax: (847) 696-4065

A.L.T.A. / N.S.P.S. LAND TITLE SURVEY

PROPERTY DESCRIPTION:

PARCEL I:
UNIT 1 IN THE FIRST BANKING CENTER OFFICE PLAZA CONDOMINIUM(S) CREATED BY A "DECLARATION OF CONDOMINIUM" RECORDED ON JANUARY 6, 1992, IN THE OFFICE OF THE REGISTER OF DEEDS FOR WALWORTH COUNTY, WISCONSIN, AS DOCUMENT NO. 224628, AND ANY AMENDMENTS AND/OR CORRECTIONS THERETO, AND BY ITS CONDOMINIUM PLAT AND ANY AMENDMENTS AND/OR CORRECTIONS THERETO, SAID LAND BEING IN THE CITY OF LAKE GENEVA, COUNTY OF WALWORTH, STATE OF WISCONSIN.

PARCEL II:
UNIT 2 IN THE FIRST BANKING CENTER OFFICE PLAZA CONDOMINIUM(S) CREATED BY A "DECLARATION OF CONDOMINIUM" RECORDED ON JANUARY 6, 1992, IN THE OFFICE OF THE REGISTER OF DEEDS FOR WALWORTH COUNTY, WISCONSIN, AS DOCUMENT NO. 224628, AND ANY AMENDMENTS AND/OR CORRECTIONS THERETO, AND BY ITS CONDOMINIUM PLAT AND ANY AMENDMENTS AND/OR CORRECTIONS THERETO, SAID LAND BEING IN THE CITY OF LAKE GENEVA, COUNTY OF WALWORTH, STATE OF WISCONSIN.

PARCEL III:
A 1/2 INTEREST IN THE FOLLOWING DESCRIBED LAND: A PARCEL OF LAND LOCATED IN BLOCK 2 OF THE ORIGINAL PLAT OF THE VILLAGE (NOW CITY) OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS: COMMENCING AT A POINT ON THE SOUTH LINE OF NORTH STREET 210 FEET EAST OF THE NORTHWEST CORNER OF LOT 3, BLOCK 2, SAID POINT BEING THE PLACE OF BEGINNING; THENCE SOUTH 00 DEG. 48' EAST 349.63 FEET; THENCE SOUTH 89 DEG. 37' EAST 16 FEET; THENCE NORTH 00 DEG. 48' EAST 349.63 FEET, MORE OR LESS, TO THE SOUTH LINE OF NORTH STREET; THENCE WEST ALONG THE SOUTH LINE OF NORTH STREET 116 FEET, MORE OR LESS TO THE PLACE OF BEGINNING.

EAST PARKING LOT PARCELS
THE FOLLOWING PARCELS WERE NOT INCLUDED WITHIN THE TITLE COMMITMENT PROVIDED:

PARCEL 1:
PART OF LOTS 4, 5 AND 9 IN BLOCK 2 OF THE ORIGINAL PLAT OF LAKE GENEVA DESCRIBED AS: COMMENCING AT THE NORTHEAST CORNER OF BLOCK 2 OF THE ORIGINAL PLAT OF THE CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN, THENCE WEST 100 FEET, THENCE NORTH 75 FEET, THENCE EAST 100 FEET TO THE PLACE OF BEGINNING.

PARCEL 2:
PART OF LOTS 4, 5 AND 9 IN BLOCK 2 OF THE ORIGINAL PLAT OF LAKE GENEVA DESCRIBED AS: COMMENCING 137 1/2 FEET SOUTH OF THE NORTHEAST CORNER OF BLOCK 2 OF THE ORIGINAL PLAT OF THE CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN, THENCE WEST 134 FEET, THENCE NORTH 137 1/2 FEET TO THE SOUTH LINE OF NORTH STREET, THENCE EAST 34 FEET THENCE SOUTH 75 FEET, THENCE EAST 100 TO THE EAST LINE OF BLOCK 2, THENCE SOUTH 62 1/2 FEET TO THE PLACE OF BEGINNING.

PARCEL 3:
PART OF LOTS 8 AND 9 IN BLOCK 2 OF THE ORIGINAL PLAT OF LAKE GENEVA DESCRIBED AS: COMMENCING 137 1/2 FEET SOUTH OF THE NORTHEAST CORNER OF BLOCK 2 OF THE ORIGINAL PLAT OF THE CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN, THENCE WEST 134 FEET, THENCE SOUTH 62 1/2 FEET, THENCE EAST 134 FEET, THENCE NORTH TO THE PLACE OF BEGINNING.

PARCEL 4:
PART OF LOTS 9 AND 12 IN BLOCK 2 OF THE ORIGINAL PLAT OF LAKE GENEVA DESCRIBED AS: COMMENCING AT A POINT IN THE EAST LINE OF BLOCK 2 IN THE CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN, THENCE NORTH 134 FEET, THENCE SOUTH PARALLEL WITH SAID EAST LINE 98 1/2 FEET, THENCE EAST PARALLEL WITH THE FIRST LINE TO CENTER STREET, THENCE NORTH ON CENTER STREET TO THE PLACE OF BEGINNING, EXCEPTING THEREFROM THE EAST 65 FEET OF THE SOUTH 1 1/2 FEET. ALSO COMMENCING AT A POINT IN THE ALLEY RUNNING NORTH AND SOUTH THROUGH BLOCK 2, ACCORDING TO THE ORIGINAL PLAT OF THE VILLAGE OF GENEVA, NOW CITY OF LAKE GENEVA, IN THE COUNTY OF WALWORTH AND STATE OF WISCONSIN, ON RECORD IN THE REGISTER'S OFFICE OF SAID COUNTY, WHICH POINT IS 358 1/2 FEET SOUTH OF THE NORTH LINE OF SAID ALLEY BEING 1/2 FEET SOUTH AT AND IN THE EAST LINE OF SAID ALLEY BEING 298 1/2 FEET SOUTH OF THE SOUTH LINE OF NORTH STREET AND THE SOUTHWEST CORNER OF LAND OWNED BY HARRIET M. RICHARDS, LKESIDE THE NORTHWEST CORNER OF LAND OWNED BY CHARLES T. SCHLADA, THENCE EAST IN THE NORTH LINE OF SAID SCHLADA'S LAND 69 FEET, THENCE SOUTH 1 1/2 FEET, THENCE WEST PARALLEL WITH THE NORTH LINE OF SAID SCHLADA'S LAND 69 FEET TO THE ALLEY, THENCE NORTH IN THE EAST LINE OF SAID ALLEY 1 1/2 FEET TO THE PLACE OF BEGINNING.

PARCEL 5:
PART OF LOTS 4, 5, 8, 9 AND 12 IN BLOCK 2 OF THE ORIGINAL PLAT OF LAKE GENEVA DESCRIBED AS: A 1/2 INTEREST IN AND TO THE FOLLOWING: A PARCEL OF LAND LOCATED IN BLOCK 2 OF THE ORIGINAL PLAT OF THE VILLAGE (NOW CITY) OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS: COMMENCING AT A POINT ON THE SOUTH LINE OF NORTH STREET 210 FEET EAST OF THE NORTHWEST CORNER OF LOT 3, BLOCK 2, SAID POINT BEING THE PLACE OF BEGINNING, THENCE SOUTH 00 DEG. 48' EAST 349.63 FEET, THENCE SOUTH 89 DEG. 37' EAST 16 FEET, THENCE NORTH 00 DEG. 48' EAST 349.63 FEET, MORE OR LESS, TO THE SOUTH LINE OF NORTH STREET, THENCE WEST ALONG THE SOUTH LINE OF NORTH STREET 116 FEET, MORE OR LESS TO THE PLACE OF BEGINNING.

NOTES:

THIS SURVEY REFLECTS MATTERS OF TITLE AS LISTED ON A COMMITMENT FOR TITLE INSURANCE BY KNIGHT BARRY TITLE COMPANY, FILE NUMBER: WW12792 WITH A COMMITMENT DATE: APRIL 11, 2014 AT 8:00 AM. THIS SURVEY CONTAINS MORE PROPERTY THAN DESCRIBED AS PART OF THIS TITLE COMMITMENT.

UNDERGROUND UTILITIES ARE SHOWN BY USING PHYSICAL EVIDENCE FOUND ON THE SURFACE AND/OR FROM UTILITY COMPANY FIELD STAKES, AND/OR ENGINEERING DESIGN PLANS. THEREFORE, THEIR LOCATIONS ARE APPROXIMATE AND SUSPECTED AND MAY NOT BE COMPLETELY ACCURATE. FOR MORE ACCURATE LOCATION, FIELD EXCAVATE. OTHER UTILITIES NOT SHOWN MAY EXIST, NO UNDERGROUND UTILITIES WERE LOCATED. BEFORE DIGGING CALL 811. AT 1-800-892-0123.

ALL DIMENSIONS ARE IN FEET AND DECIMAL PARTS THEREOF. NO DISTANCES OR ANGLES SHOWN HEREON MAY BE ASSUMED BY SCALING.

BEARINGS SHOWN HEREON ARE BASED ON THE WISCONSIN STATE PLANE COORDINATE SYSTEM GRID, SOUTH ZONE (NAD-83). WISCONSIN WAS USED TO ESTABLISH THE COORDINATE SYSTEM FOR THIS SURVEY.

THIS SURVEY COMPLIES WITH CHAPTER AE-7 OF THE WISCONSIN ADMINISTRATIVE CODE AND IS CORRECT TO THE BEST OF THE SURVEYOR'S KNOWLEDGE AND BELIEF.

THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT 2021 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS.

NO CEMETERIES, GRAVE SITE OR BURIAL GROUNDS WERE DISCLOSED IN THE RECORD DOCUMENTS PROVIDED TO THE SURVEYOR OR OBSERVED IN THE PROCESS OF CONDUCTING THIS SURVEY. ADDITIONALLY, THIS SURVEYOR HAS NO PRIOR KNOWLEDGE OF CEMETERIES, GRAVE SITE OR BURIAL GROUNDS LOCATED ON THE SURVEYED PROPERTY.

TAX KEY NO.: ZF00001, ZF00002, ZOP00023 THROUGH ZOP00026 AND ZOP00028

MONUMENTS WERE FOUND/SET AT THE PARCEL CORNERS AS SHOWN. (TABLE A ITEM 1)

ADDRESS: 532 CENTER STREET LAKE GENEVA, WI 53147

LAKE GENEVA, WI 53147 (TABLE A ITEM 2)

BASED UPON A REVIEW OF THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FLOOD INSURANCE RATE MAP (FIRM) MAP NUMBER 55127C0331D MAP WITH AN EFFECTIVE DATE OF 10/02/2009, IT IS OUR CONSIDERED OPINION THAT THIS PROPERTY LIES IN ZONE X (UNSHADED) - AREA OF MINIMAL FLOOD HAZARD AS IDENTIFIED BY SAID FIRM MAP. (TABLE A ITEM 3)

PROPERTY SURVEYED CONTAINS 143,430.76 SQUARE FEET, OR 3.29 ACRES, MORE OR LESS. (TABLE A ITEM 4)

THE EXTERIOR DIMENSIONS OF ALL BUILDINGS AT GROUND LEVEL ARE SHOWN HEREON. (TABLE A ITEM 7A)

SUBSTANTIAL FEATURES ARE SHOWN HEREON. (TABLE A ITEM 8)

THERE ARE A TOTAL OF 167 STRIPED PARKING SPACES ON THE SURVEYED PROPERTY, 5 OF WHICH ARE HANDICAP. SEE TABLE ABOVE. (TABLE A ITEM 9)

AERIAL PHOTOGRAPHY PRODUCED BY SPACECO ON NOVEMBER 18, 2021 UTILIZING POST-PROCESSED IMAGES AND WISCONSIN STATE PLANE COORDINATES. SOUTH ZONE, AND EXCEEDS RECOMMENDED ACCURACIES FOR FEATURE 8 TOPOGRAPHIC SITE PLANS & SPECS PER FEDERAL GEOGRAPHIC DATA COMMITTEE (FGDC) TABLE A-9. (TABLE A ITEM 10)

NOTES FROM TITLE COMMITMENT:

12. EASEMENTS, RESTRICTIONS AND OTHER MATTERS SHOWN ON THE PLAT OF FIRST BANKING CENTER OFFICE PLAZA CONDOMINIUM.

(SURVEYOR'S NOTE: THE PLAT DESCRIBES UNITS, COMMON ELEMENT AND LIMITED COMMON ELEMENTS AND IS BLANKET IN NATURE. SEE DOCUMENT FOR DETAILS.)

13. AGREEMENT AND OTHER MATTERS CONTAINED IN THE INSTRUMENT RECORDED DECEMBER 2, 1991 AS DOCUMENT NO. 222578.

(SURVEYOR'S NOTE: THIS IS A DRIVEWAY AND UNDERGROUND UTILITIES AGREEMENT AND IS SHOWN HEREON AS PARCEL III.)

14. RESTRICTIONS, COVENANTS AND OTHER MATTERS CONTAINED IN THE INSTRUMENT RECORDED JULY 12, 1990 AS DOCUMENT NO. 197132.

(SURVEYOR'S NOTE: NO RETAIL FOOD MARKET SHALL BE OPERATED AT THE PREMISES FOR AS LONG AS A SENTRY FOOD STORE IS OPERATING IN LAKE GENEVA, WISCONSIN. SAID PREMISES IS THE PROPERTY CONTAINED WITHIN THE FIRST BANKING CENTER OFFICE PLAZA CONDOMINIUM.)

15. COVENANTS, CONDITIONS, RESTRICTIONS AND OTHER MATTERS CONTAINED IN THE INSTRUMENT RECORDED AUGUST 29, 1983 AS DOCUMENT NO. 93568.

(SURVEYOR'S NOTE: UNDERGROUND UTILITY EASEMENT, SHOWN HEREON.)

16. DECLARATION OF CONDOMINIUM OF FIRST BANKING CENTER OFFICE PLAZA CONDOMINIUM AND OTHER MATTERS CONTAINED IN THE INSTRUMENT RECORDED JANUARY 6, 1992 AS DOCUMENT NO. 224628.

(SURVEYOR'S NOTE: AFFECTS A PORTION OF THE SURVEYED PROPERTY, BLANKET IN NATURE. SEE DOCUMENT FOR DETAILS.)

17. EASEMENT AND OTHER MATTERS CONTAINED IN THE INSTRUMENT RECORDED NOVEMBER 16, 2009 AS DOCUMENT NO. 777296.

(SURVEYOR'S NOTE: SHOWN HEREON IN ITS APPROXIMATE LOCATION.)

STATE OF ILLINOIS)

COUNTY OF COOK)

TO: WINTRUST FINANCIAL CORPORATION, AN ILLINOIS CORPORATION

AND TO: TALMER BANK

AND TO: KNIGHT BARRY TITLE, INC.

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2021 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 1, 2, 3, 4, 7(a), 8, 9, & 15 OF TABLE "A" THEREOF. THE FIELDWORK WAS COMPLETED ON DECEMBER 7, 2021.

GIVEN UNDER MY HAND AND SEAL THIS ____ DAY OF ____, 2021 IN ROSEMONT, ILLINOIS.

C. BRIAN LOUNSBURY, W.P.L.S. No. 2047-8
LICENSE EXPIRES: 11-30-2022
blounsbury@spacecoinc.com

REVISIONS:

DATE: 12/17/2021

JOB NO: 11854

FILENAME:

11854ALTA-01

SHEET

1 OF 2

CONSULTING ENGINEERS

SITE DEVELOPMENT ENGINEERS

LAND SURVEYORS

9575 W. Higgins Road, Suite 700,

Rosemont, Illinois 60018

Phone: (847) 696-4060 Fax: (847) 696-4065



PREPARED FOR:
WINTRUST
9701 W. HIGGINS ROAD
SUITE 250
ROSEMONT, ILLINOIS 60018

FOR REVIEW
PURPOSES ONLY



Legend

- Street Names
 - Private Roads
 - Monitoring Site Type
 - Bacteria Testing
 - Disinfection Byproducts
 - Lead and Copper
 - Entry Point
 - Flouride
 - County Municipalities
 - Hydrants
 - Valves
 - Tee
 - Fitting: Cross
 - Butterfly Valve/Gate Valve
 - Hydrant Valve
 - Main Valve
 - Plug
 - Valve Manhole
 - Curb Stops
 - Water Features
 - Air Release
 - Booster Station
 - Drinking Fountain
 - Meter Box
 - Meter Pit
 - Reducer
 - Water Tower
 - Well
 - Water Main Breaks
 - 2020 - 2024
 - 2015 - 2019
 - 2010 - 2014
 - 2005 - 2009
 - 2000 - 2004
 - 1994 - 1999
 - Water Mains
 - Main
 - Hydrant Lead
 - Service
 - Abandoned
 - Other

Data on this map may or may not be accurate, current, or otherwise reliable. For reference only.

Note



Feet

5/15/2023

**C. WRITTEN DESCRIPTION OF THE
PROPOSED CONDITIONAL USE
OPERATION PLAN & WRITTEN
JUSTIFICATION OF THE PROPOSED
CONDITIONAL USE**

**PROPOSED NEW BANK BUILDING
567 BROAD STREET
LAKE GENEVA, WISCONSIN**

A WRITTEN DESCRIPTION OF THE PROPOSED CONDITIONAL USE

The proposed *Conditional Use* requested would be to allow for the construction of a *New Bank Building with Drive-up Service* at 567 Broad Street under the requirements of the *Personal and Professional Services / Section 98-206(4)(b)* within a *CB Central Business Zoning District* which would include the following:

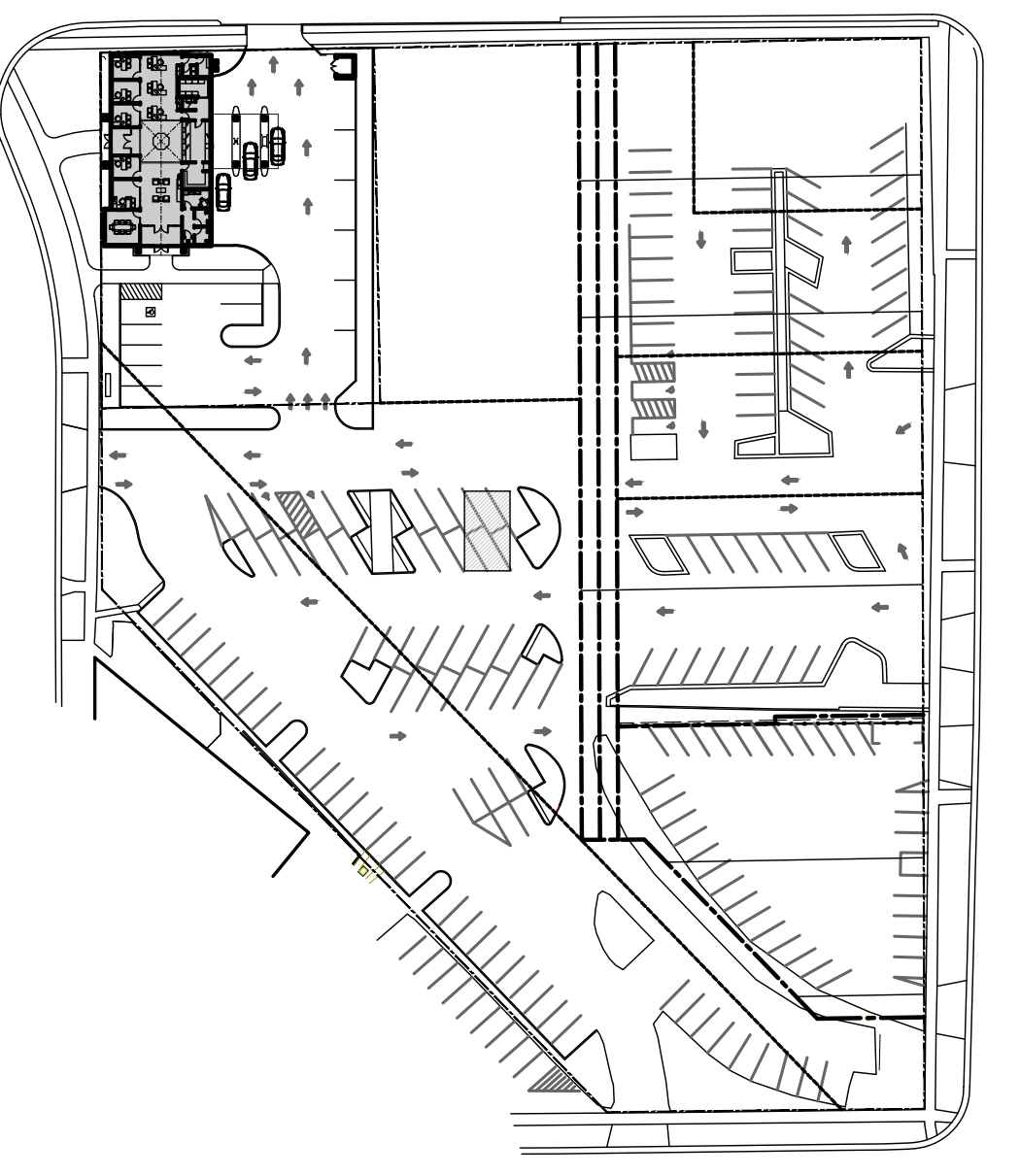
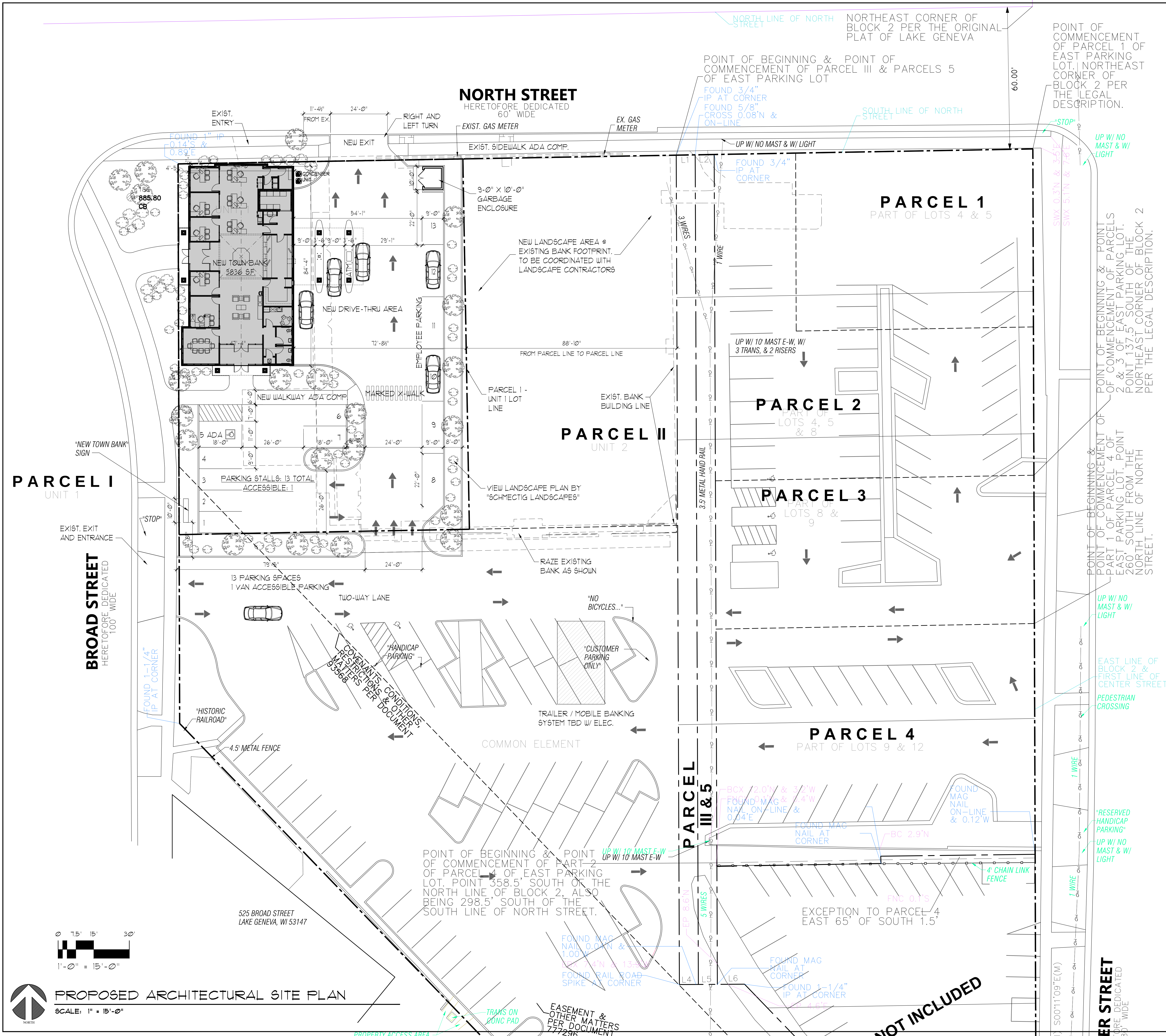
1. The **New Bank Building** would be located on the northwest portion of the **Existing Bank** property at **567 Broad Street** and would replace the **Existing Bank** with a smaller **Branch Bank Building** with indoor and drive-up banking services.
2. The **New Bank Building** would provide banking services designed for approximately 6 employees and 6 indoor customers plus 3 drive-up customers on average at any given time. *All outdoor drive-up banking services would be on the east / back side of the building, customer parking would be on the south side, and employee parking would be on the east side adjacent to the drive-up lanes.*
3. The **New Bank Building** would provide normal walk-in banking services and also three exterior drive-up banking lanes including an ATM lane.
4. The normal *Hours of Operation* for the New Bank would be: *Lobby / Monday to Friday- 9:00 A.M. to 5:00 P.M. & Saturday- 9:00 A.M. to 12:00 Noon / Drive-up Service / Monday to Friday – 9:00 A.M. to 5:00 P.M. & Saturday – 9:00 A.M. to 12:00 Noon.*
5. Within the *CB - Central Business Zoning District*, parking is to be provided via private parking lots and public street parking. *Based upon the CB-Central Business zoning requirement of 1 parking stall per 300 s.f. of gross floor area and a proposed building gross floor area of 3,796 s.f., 13 on-site parking stalls are required. As noted on the Site Plan, 7 customer stalls, including one handicapped accessible stall, plus 6 employee stalls for a total of 12 parking stalls, are provided on site.*
6. **SPECIFIC PERFORMANCE STANDARDS:** The **Existing Building** was originally a **Sentry grocery store** that sat vacant for several years and was then remodeled in 1990 into a bank for **First Banking Center**. It was sold to **Talmer Bank** in 2011 and then to **Town Bank / Wintrust** in 2014. The **Existing Building** needs significant repairs and exceeds the space needs of **Town Bank** so the bank has chosen to raze the **Existing Building** and construct a **New Branch Bank Building**. *Given the property's location and the commercial and nonresidential nature of the majority of the property immediately adjacent to it, the Applicants' choice to construct a New Bank Building while maintaining the character and scale of the surrounding neighborhood is reasonable within the flexibility allowed under CB Central Business Zoning. Town Bank / Wintrust requests the cooperation of the Plan Commission and the City Council in making this project a reality.*

**PROPOSED NEW BANK BUILDING
519 BROAD STREET
LAKE GENEVA, WISCONSIN**

WRITTEN JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

1. The proposed Conditional Use would be in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva. The primary use of the space would be for *Land Uses Permitted By Right* under the *CB-Central Business Zoning District* with the New Bank under the heading of *Personal or Professional Uses per Section 98-206(4)(b)*.
2. The proposed New Bank Building is a *Land Use Permitted By Right* that is appropriate to this specific location. This use is consistent with the type of development intended within the Broad Street area which is reflected in the Central Business District Zoning given to this property when it was rezoned several years ago. *Again, it would be in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan and Zoning Ordinance.*
3. The granting of the proposed Conditional Uses would *not* be a substantial detriment to the adjacent properties in that the proposed use would be consistent with the properties to the east and south and with other uses allowed within other CB Central Business Zoning Districts. *The proposed use would be in keeping with the overall character of the neighborhood and would not adversely affect the health, safety or general welfare of the public, or the provisions of the Zoning Ordinance or Comprehensive Master Plan.*
4. The proposed Conditional Uses would be in compliance with the long range plans of the City in that it would maintain this property as a quality commercial use in the City of Lake Geneva and the Broad Street area. *It would maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.*
5. As part of the Broad Street Central Business District, the project will utilize public utilities that currently serve the area and *will not impose an undue burden on any of the improvements, facilities, utilities or services provided by public agencies serving the subject property.*
6. The proposed use of this space at 567 Broad Street for a *New Bank Building* is consistent with the potential uses intended within the CB Central Business Zoning and would have minimal impact on adjoining properties. *There would be minimal potential adverse impact either to the immediate neighborhood or to the City of Lake Geneva in general.*

D. PLANS AND ELEVATIONS



- ### ARCHITECT'S SITE NOTES
1. SURVEY INFORMATION SHOWN HEREIN IS TAKEN FROM PLAT OF SURVEY PREPARED BY SPACECO INC., ROSEMONT, IL 60068, PHONE (847-696-4060), DATED (12-11-2021) PROJECT NO. 178841.
 2. NO WARRANTY IS MADE REGARDING THE ACCURACY OF THE SURVEY.
 3. PROPOSED RESIDENCE SITE DEVELOPMENT AND GRADING HAVE BEEN ADDED TO PLAT OF SURVEY BY MCCORMACK + ETLEN / ARCHITECTS, LLP.
 4. ERRORS IN TOPOGRAPHY AND/OR FAILURE TO NOTIFY ARCHITECT OF DISCREPANCIES SHALL VOID THIS DESIGN.

- ### GENERAL SITE NOTES
1. ALL TREES AND SHRUBBERY OUTSIDE OF 10' (TEN) PERIMETER 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, FURNISH OR DRIVE VEHICLES OR EQUIPMENT, CHANGE EXISTING GRADE, WATER LEVEL OR DRAINAGE PATTERNS, UNLESS SPECIFICALLY PERMITTED TO DO SO BY THE ARCHITECT. DAMAGED TREES SHALL BE REPLACED BY NEGLIGENT PARTY WITH STOCK OF EQUAL SIZE AND VALUE.
 2. PROVIDE POSITIVE DRAINAGE AWAY FROM STRUCTURE IN ALL DIRECTIONS. VERIFY GRADES AND RELATIVE FLOOR LEVELS IN FIELD PRIOR TO EXCAVATION AND MAKE ADJUSTMENTS AS DIRECTED BY ARCHITECT TO ENSURE PROPER DRAINAGE.
 3. GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING EROSION CONTROL MEASURES AT SITE DURING CONSTRUCTION AS REQUIRED BY LOCAL AUTHORITIES.
 4. THE CONTRACTOR SHALL NOTIFY ALL UTILITY COMPANIES AND HAVE ALL EXISTING UTILITIES STAKED PRIOR TO ANY CONSTRUCTION.
 5. THE CONTRACTOR SHALL VERIFY ALL EXISTING FIELD CONDITIONS PRIOR TO INITIATING ANY CONSTRUCTION.
 6. ALL INSTALLATIONS SHALL CONFORM TO THE APPROPRIATE REGULATORY AGENCY REQUIREMENTS.

ZONING INFO

PARCEL: PARCEL I - UNIT I (2H 00002)	
ZONING DISTRICT: CENTRAL BUSINESS	
PARCEL UNIT AREA: 18,928 SF. ±	0.4345 ACRES
SET BACKS:	
FRONT / STREET	MAXIMUM SETBACK OF 0 FEET OR BLOCK AVERAGE EXCEPT PER PLAN COMM. PER TABLE 38-403 LAKE GENEVA NONRESIDENTIAL BULK STANDARDS
SIDE	
REAR	10 FT
SIDE/REAR FROM ACCESS	3.5 FT
PAVEMENT	0 FT
MAXIMUM BUILDING HEIGHT	45 FT, 20 FT MIN
MAX BUILDING AREA ALLOWED:	
MAX BLDG AREA:	N/A
PROPOSED BUILDING AREA:	3,796 SF.
FAR (FLOOR AREA RATIO):	
MAX FAR: 100% X 18,928 SF. ±	18,928 SF.
PROPOSED FAR:	FIRST FLOOR AREA: 3,796 SF. TOTAL FLOOR AREA: 3,796 SF. (20%)
IMPERVIOUS - WITHIN PARCEL I - UNIT I ONLY *****	
NEW BUILDING COVERAGE	3,796 SF
PAVED SURFACES	10,674 SF
CONCRETE WALKWAY	1,128 SF
TOTAL	14,866 SF (77.5%)
PERVIOUS - WITHIN PARCEL I - UNIT I ONLY *****	
LANDSCAPE	3,796 SF
TOTAL	3,796 SF (20%)

ACCESSIBLE PARKING SPACE REQUIREMENTS:

TOTAL * OF SPACES PROVIDED (IBC TABLE 106.2)	MINIMUM * OF ACCESSIBLE SPACES
13	13
VAN ACCESSIBLE SPACES: ONE FOR EVERY SIX, OR FRACTION THEREOF, ACCESSIBLE SPACES REQUIRED NOT LESS THAN ONE (1) VAN ACCESSIBLE SPACE REQUIRED	
SIZE OF ACCESSIBLE SPACES (4 AISLES (ANSI A117.1 - 2003 SECTION 502))	
13' MINIMUM FOR VAN ACCESSIBLE ADJACENT TO 60" WIDE ACCESS AISLE	96" MINIMUM
96" MINIMUM FOR VAN ACCESSIBLE ADJACENT TO 96" WIDE ACCESS AISLE	13' MINIMUM
60" MINIMUM F ADJACENT TO 96" WIDE VAN ACCESSIBLE AISLE	96" MINIMUM
IDENTIFICATION (ANSI A117.1 - 2003 SECTION 502.2)	
WHERE ACCESSIBLE PARKING SPACES ARE REQUIRED TO BE IDENTIFIED BY SIGNS, THE SIGNS SHALL INCLUDE THE INTERNATIONAL SYMBOL OF ACCESSIBILITY COMPLYING WITH SECTION 105.6.3.1	
ALL VAN ACCESSIBLE SPACES SHALL INCLUDE SIGNS INDICATING "VAN ACCESSIBLE"	
SUCH SIGNS SHALL BE 60" MINIMUM ABOVE THE FLOOR OF THE PARKING SPACE, MEASURED TO THE BOTTOM OF THE SIGN	

McCormack + Etten / Architects™, LLP
400 Broad Street
Lake Geneva, WI 53147
Ph (262) 248-8391
contact@mccormackellen.com
www.mccormackellen.com

NEW BANK FOR TOWN BANK - WINTRUST
561 BROAD STREET
LAKE GENEVA, WI 53147

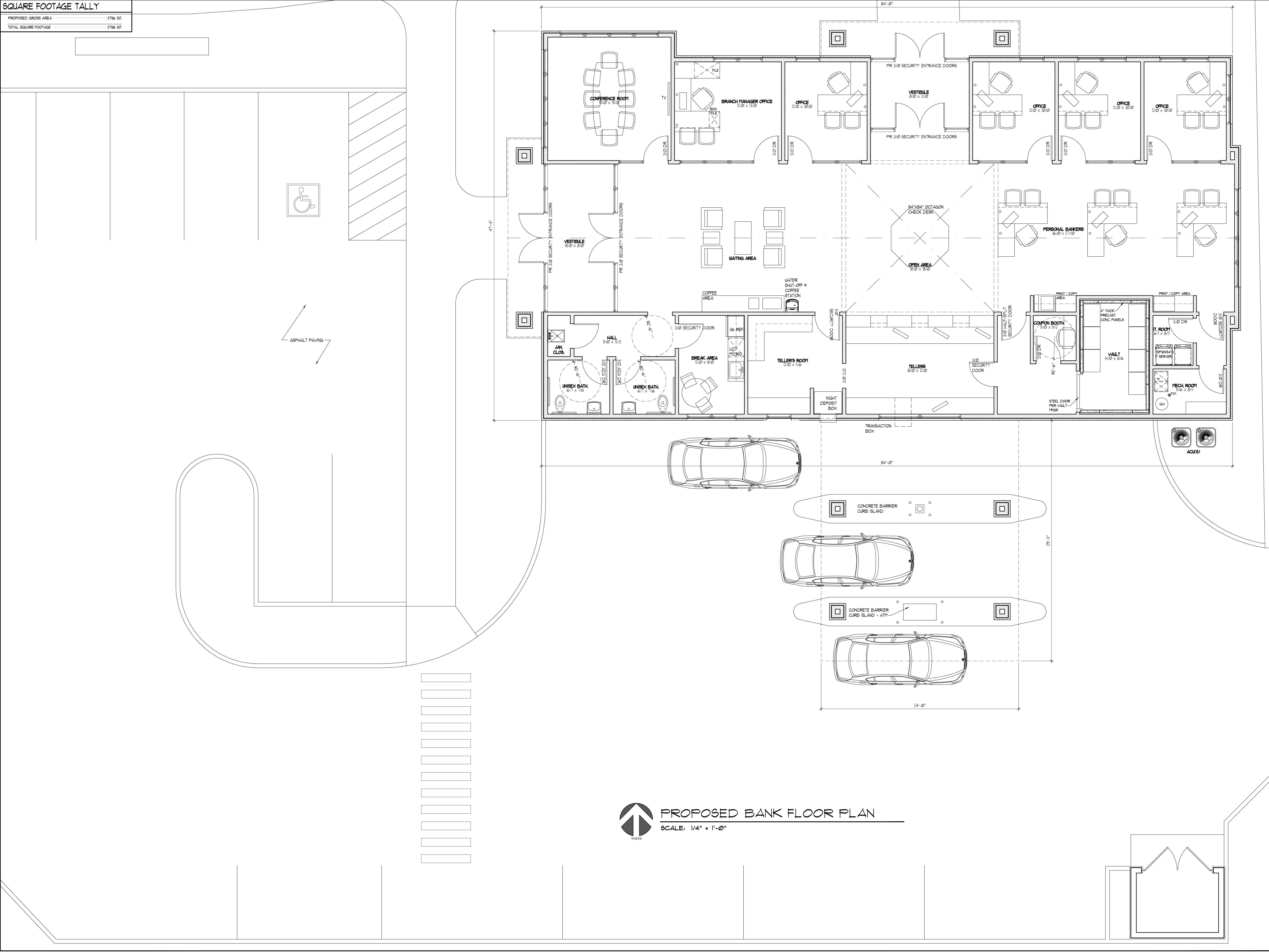
PROJECT NO. 2225

REVISIONS

☒	PRELIMINARY
☐	BID/APPROVAL
☐	PERMIT
☐	CONSTRUCTION

DATE: 6-2-2023
SHEET: AS-1
OF 6-2-23

SQUARE FOOTAGE TALLY	
PROPOSED GROSS AREA	3756 SF.
TOTAL SQUARE FOOTAGE	3756 SF.





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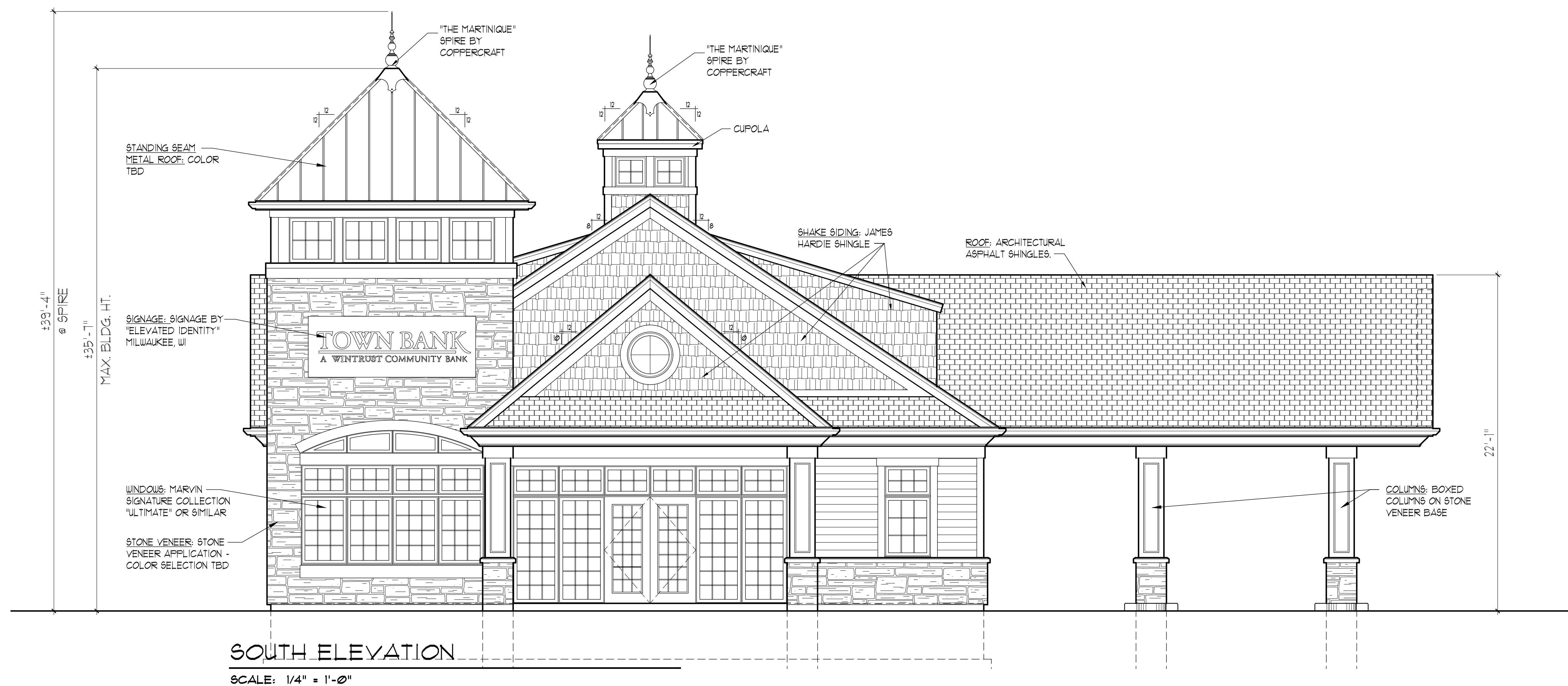
PROJECT NO.
2225

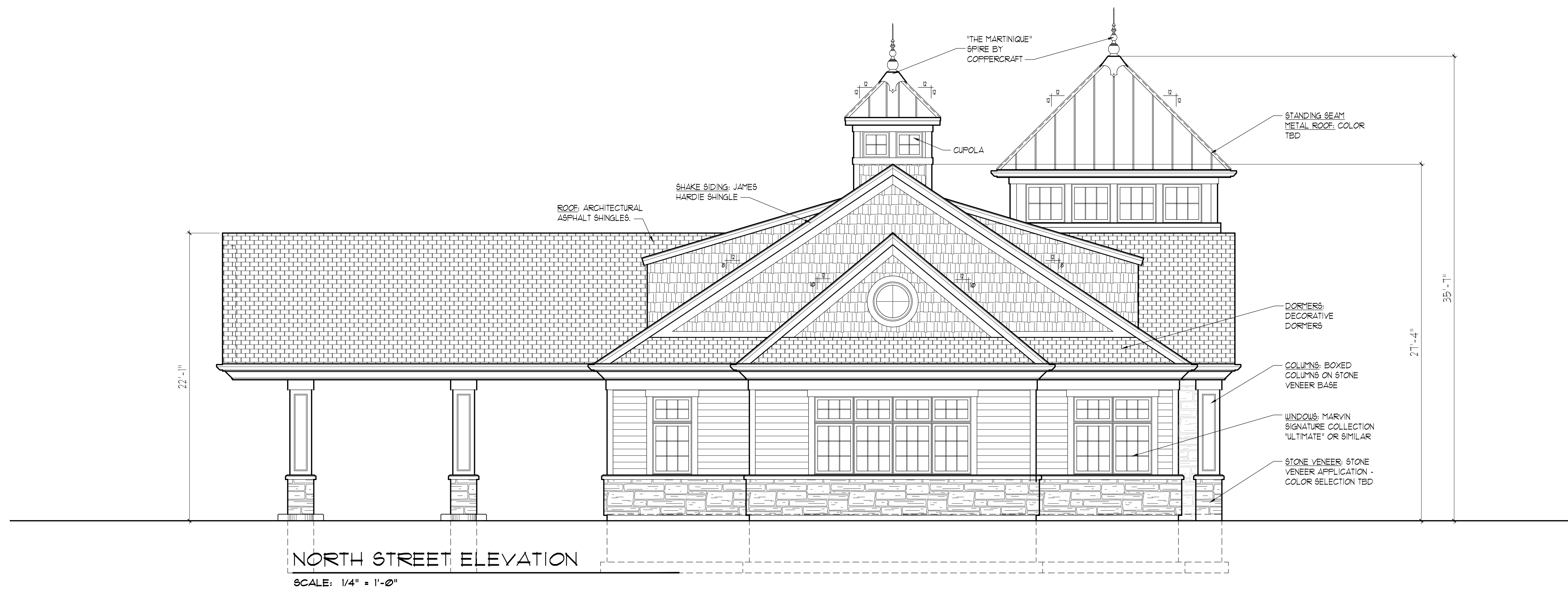
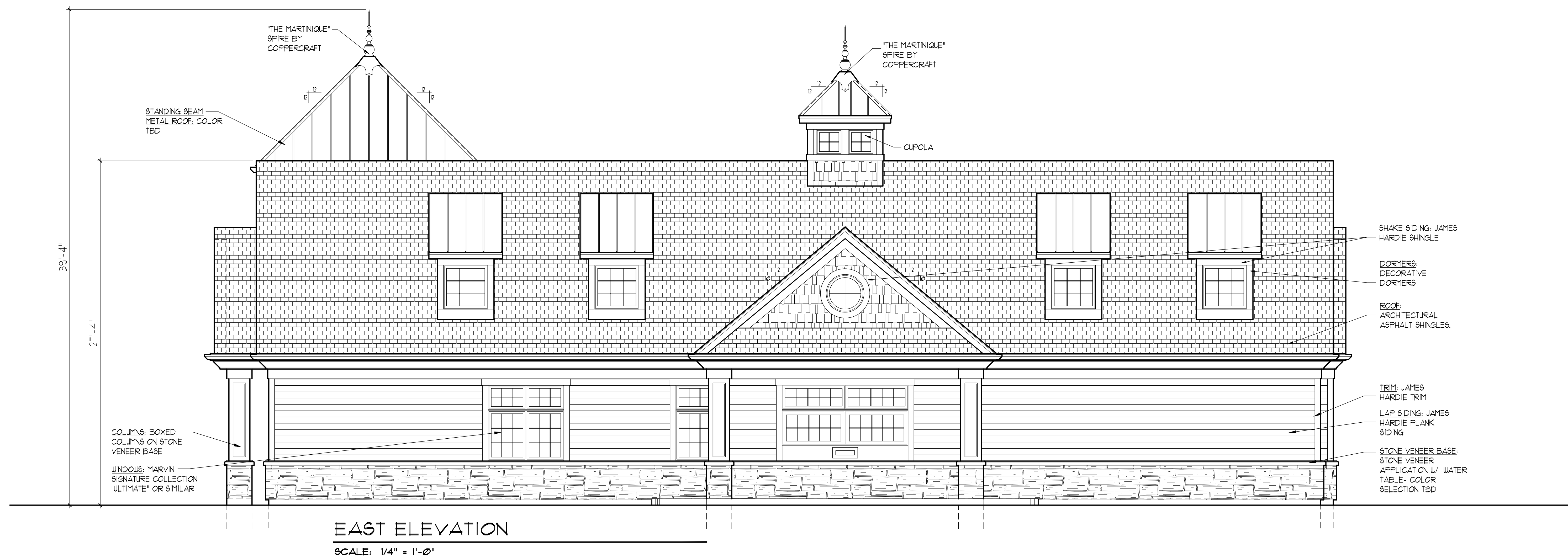
REVISIONS

	PRELIMINARY
	BID/APPROVAL
	PERMIT
	CONSTRUCTION

DATE
6-2-2023

SHEET
A-1
OF 6-2-23







NEW BANK FOR
TOWN BANK - WINTRUST
 567 BROAD STREET
 LAKE GENEVA, WI 53147

PROPOSED BROAD STREET ELEVATION

 **McCormack + Etten / Architects** TM, LLP
 400 Broad Street Lake Geneva, WI 53147
 Ph (262) 248-8391 Fax (262) 248-8392
 contact@mccormacketten.com www.mccormacketten.com

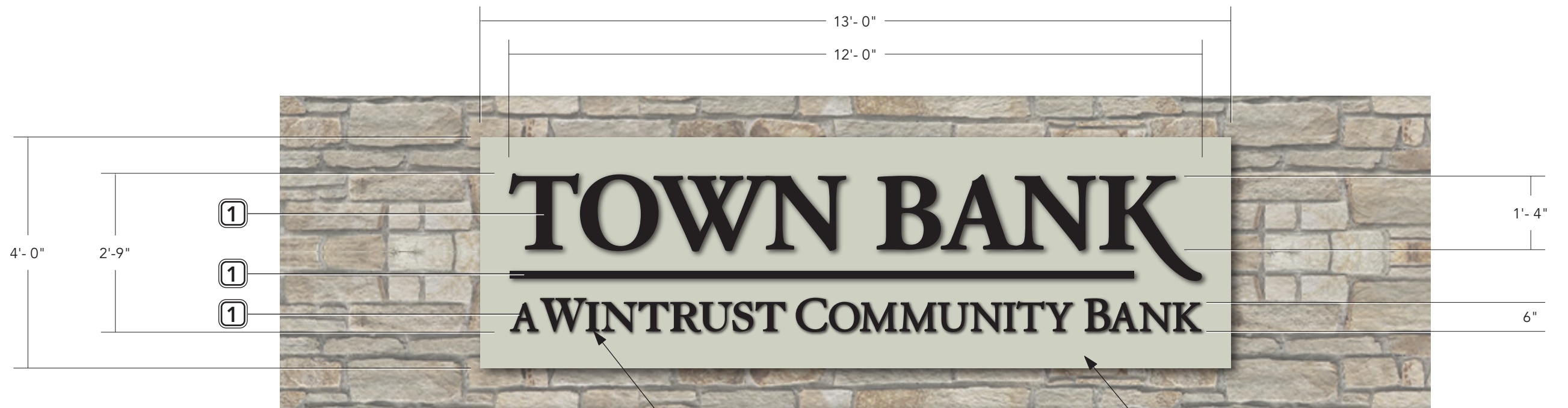
E. SIGNAGE

TOWN BANK

N.A.

A WINTRUST COMMUNITY BANK

PROPOSED EXTERIOR SIGNAGE
Lake Geneva, WI



33' Square Feet [signage only]

Stone Panel by others



DESCRIPTION: 2" Deep Face-lit Fabricated Aluminum Letters
FACE COLOR: White Acrylic with 3M #3635-222 Dual Color Black Vinyl to the 1st Surface [black by day / white by night]
RETURNS Black
LIGHTING: Internal White LEDs
INSTALLATION: Mount Flush to Stone Panel



SOUTH elevation Scale: 1/8"=1'



WEST BROAD STREET elevation Scale: 1/8"=1'

- 1

DESCRIPTION: 2" Deep Face-lit Fabricated Aluminum Letters

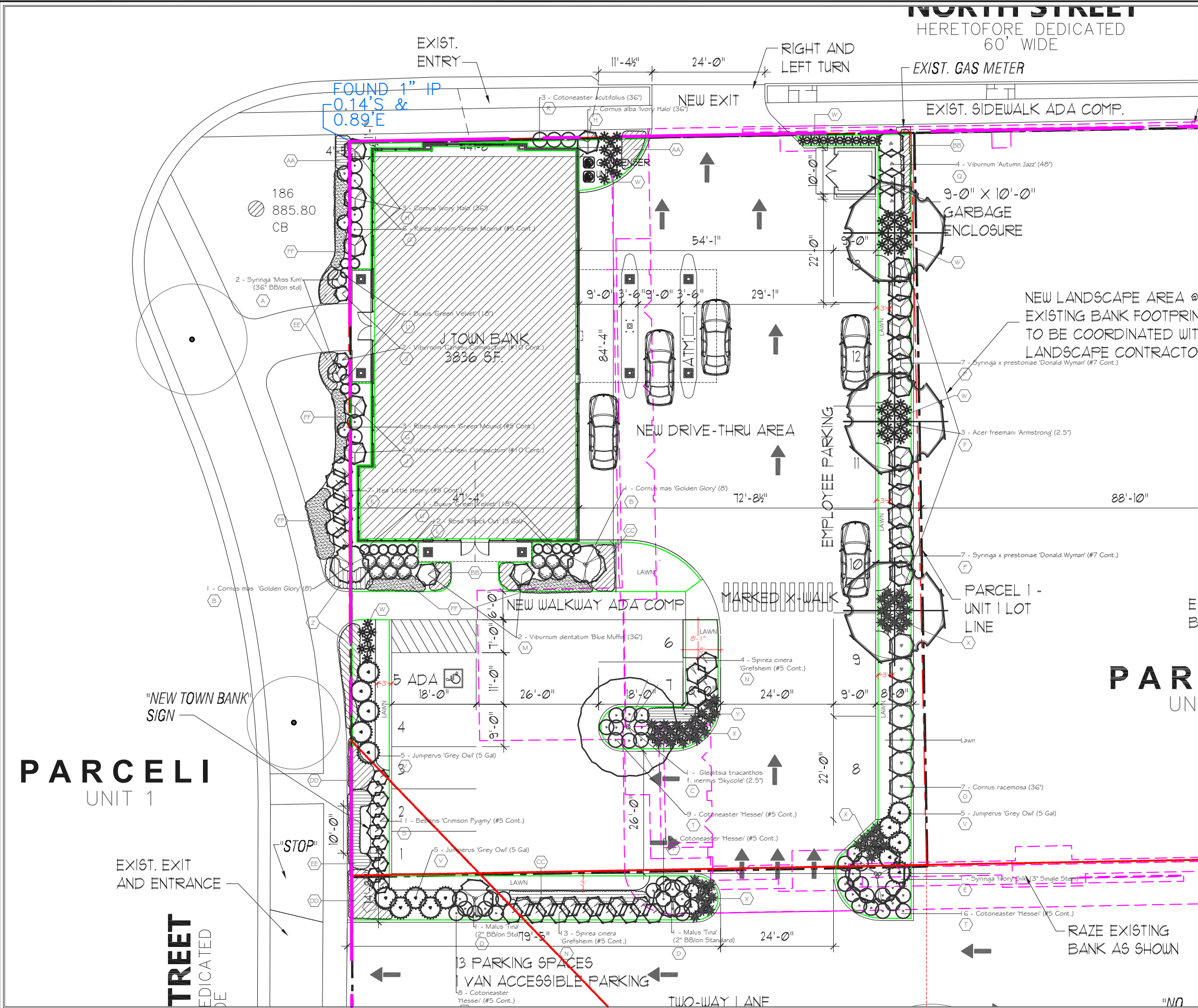
FACE COLOR: White Acrylic with 3M #3635-222 Dual Color Black Vinyl to the 1st Surface [black by day / white by night]

RETURNS Black

LIGHTING: Internal White LEDs

INSTALLATION: Mount Flush to Stone Panel

**F. LANDSCAPING PLAN, GRADING & SITE
DRAINAGE PLAN, AND SITE
LIGHTING PLAN**



PLANT SCHEDULE				
SYMBOL	QUANTITY	BOTANICAL NAME	COMMON NAME	SIZE
TREES				
A	2	Syringa 'Miss Kim'	Miss Kim Lilac	36" on standard
B	2	Cornus mas 'Golden Glory'	Cornelian Cherry Dogwood	8'
C	1	Gleditsia triacanthos f. inermis 'Skycole'	Skyline Honeylocust	2.5" cal.
D	2	Malus 'Tina' Crabapple	Tina Crabapple	2"BB/onstandard
E	1	Syringa 'Ivory Silk'	Ivory Silk Lilac Tree	3" Single stem
F	3	Acer X Freemanii 'Armstrong'	Freeman Maple	2.5" cal.
DECIDUOUS SHRUBS				
G	9	Ribes alpinum 'Green Mound'	Alpine Currant	#5 Cont.
H	4	Cornus 'Ivory Halo'	Variegated Dogwood	36"
J	4	Viburnum 'Carlesii Compactum'	Koreanspice Viburnum	#10 Cont.
K	7	Itea 'Little Henry'	Virginia Sweetspire	#5 Cont.
L	12	Rosa 'Knock Out'	Knock Out Rose	3 Gal
M	2	Viburnum dentatum 'Blue Muffin'	Arrowwood Viburnum	36"
N	17	Spirea cinerea 'Grefsheim'	Grefsheim spirea	#5 Cont.
O	7	Cornus racemosa	Gray Dogwood	36"
P	14	Syringa x prestoniae 'Donald Wyman'	Donald Wyman Lilac	#7 Cont.
Q	4	Viburnum 'Autumn Jazz'	Arrowwood Viburnum	48"
R	3	Cotoneaster acutifolius	Cotoneaster	36"
S	11	Berberis 'Crimson Pygmy'	Crimson Pygmy Barberry	#5 Cont.
T	43	Cotoneaster 'Hessei'	Cotoneaster	#5 Cont.
EVERGREEN SHRUBS				
U	17	Buxus 'Green Velvet'	Green Velvet Boxwoods	18"
V	15	Juniperus 'Grey Owl'	Grey Owl Juniper	5 Gal
ORNAMENTAL GRASSES				
W	60	Calamagrostis 'Karl Foerster'	Feather Reed Grass	3 Gal
X	60	Sporobolus heterolepis	Prairie Dropseed	1 Gal
PERENNIALS				
Y	15	Stachys 'Hummelo'	Betony	1 Gal
Z	50	Geranium 'Rozanne'	Rozanne Geranium	1 Gal
AA	14	Rubus 'American Goldrush'	Black Eyed Susan	1 Gal
BB	33	Heimerocallis 'Stella De Oro'	Daylily	1 Gal
CC	51	Allium 'Summer Beauty'	Ornamental Allium	1 Gal
DD	48	Salvia 'May Night'	May Night Salvia	1 Gal
EE	46	Calamintha 'Montrose White'	Montrose White Calamint	1 Gal
GROUNDCOVERS				
FF	15	Euonymus 'coloratus'	Wintercreeper	32/Flats

LAKE GENEVA TOWN BANK

Shade Tree Pictures



Gleditsia inermis Skycole 'Skyline'
 Skyline thornless honeylocust
 Height : 35' - 45'
 Spread : 25' - 35'
 Bloom Time : May - June



Acer Freemanii 'Armstrong'
 Columnar Maple
 Height : 50' - 70'
 Spread : 10' - 15'
 Bloom Time : April

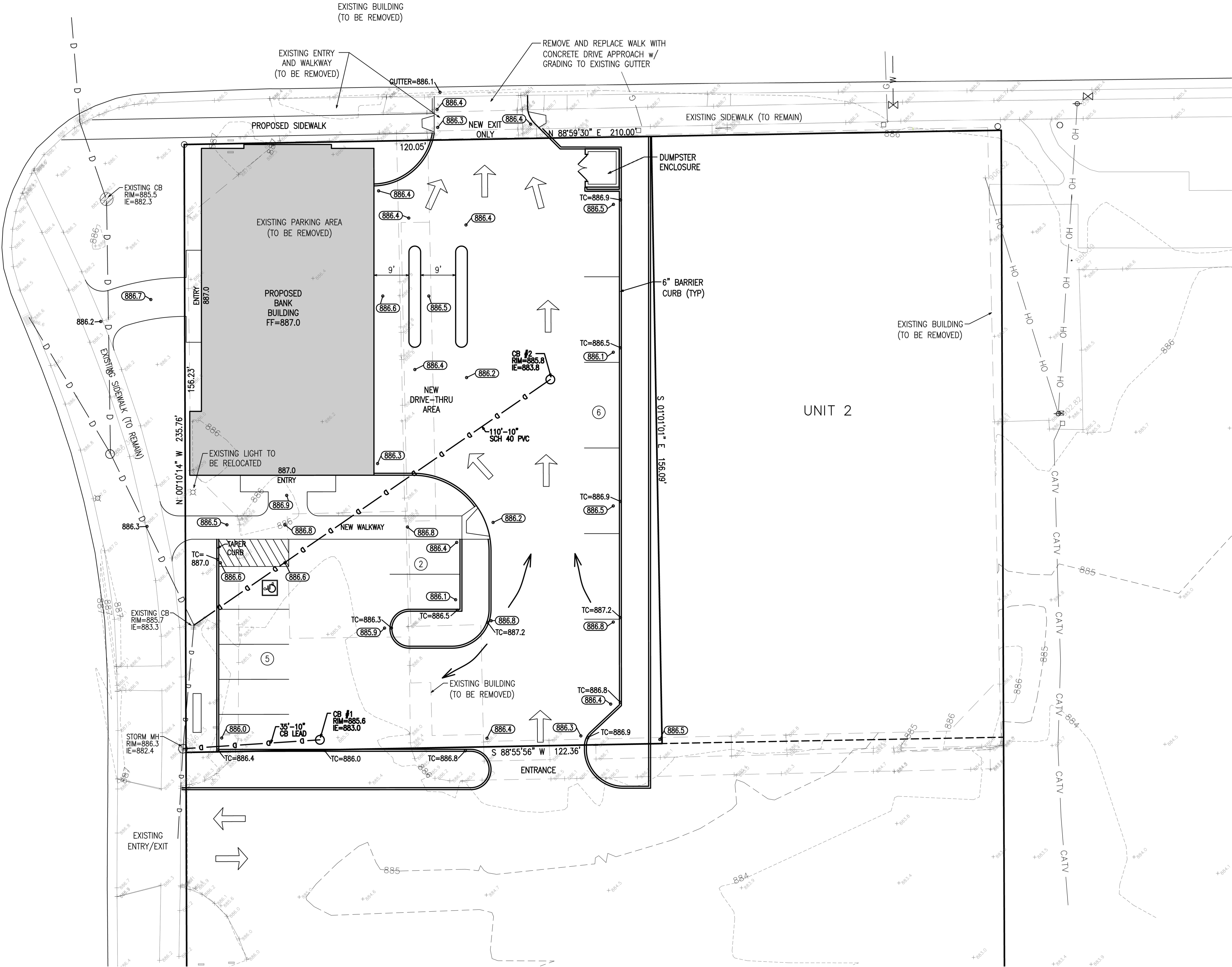


SCHMECHTIG LANDSCAPES

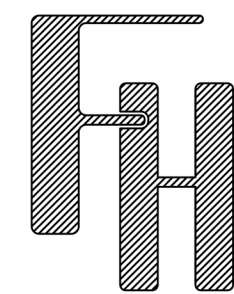
847.566.1233 • SCHMECHTIGLANDSCAPES.COM

UNIT 1 FIRST BANKING CENTER OFFICE PLAZA CONDOMINIUM
TOWN BANK – WINSTRUST – SITE, GRADING, DRAINAGE & EROSION CONTROL PLAN
LOCATED IN PART OF THE NW 1/4 OF THE NE 1/4 OF SECTION 36, TOWN 2, RANGE 17 EAST
CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN

GRD NORTH
WISCONSIN STATE PLANE COORDINATE SYSTEM
NAD 83
ASSIGNED EAST FLOW LINE OF BROAD STREET
FROM FIRST BANKING CENTER OFFICE PLAZA CONDOMINIUM
BEARING N 0°10'10" W



- LEGEND
- O = IRON PIPE FOUND 1 3/8" O.D.
 - ◆ = BENCHMARK
 - ⊕ = UTILITY POLE
 - TC = TOP OF CURB
 - {XXX} = PROPOSED FINISHED GRADE/ELEV.
 - {XXX} = RECORDED AS
 - = BURIED WATER MAIN
 - = BURIED GAS LINE
 - = OVERHEAD UTILITY WIRES
 - +XXX+ = EXISTING GROUND ELEVATION
 - XXX- = EXISTING LAND CONTOURS
 - XXX = PROPOSED LAND CONTOURS
 - = DIRECTION OF WATER FLOW



TOWN BANK – WINSTRUST

SGDECP
567 BROAD STREET
LAKE GENEVA, WI

WORK ORDERED BY –
MCCORMACK + ETEN ARCHITECTS, LLP
400 BROAD STREET
LAKE GENEVA, WI 53147

FARRIS, HANSEN & ASSOCIATES, INC.
ENGINEERING – ARCHITECTURE – SURVEYING
7 RIDGWAY COURT P.O. BOX 437
ELKHORN, WISCONSIN 53121
PHONE: (262) 723-2098 e-mail: office@farris-hansen.com

REVISIONS

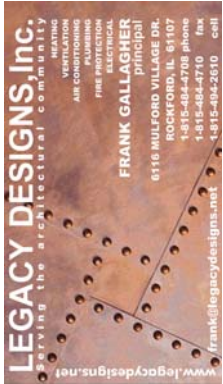
PROJECT NO.
10888
DATE
5/30/2023
SHEET NO.
1 OF 1

X:\Projects\10888\ACAD\10888.dwg

Luminaire Locations												
Location										Aim		
No.	Label	X	Y	Z	MH	Orientation	Tilt	X	Y	Z		
2	E	386.00	-255.00	7.00	7.00	0.00	0.00	386.00	-255.00	0.00		
3	E	406.00	-255.00	7.00	7.00	0.00	0.00	406.00	-255.00	0.00		
4	E	369.00	-288.00	7.00	7.00	270.00	0.00	369.00	-288.00	0.00		
5	E	369.90	-301.35	7.00	7.00	270.00	0.00	369.90	-301.35	0.00		
8	E	388.00	-345.38	7.00	7.00	180.00	0.00	388.00	-345.38	0.00		
9	E	403.00	-345.24	7.00	7.00	180.00	0.00	403.00	-345.24	0.00		
1	F	449.73	-292.20	7.00	7.00	0.00	0.00	449.73	-292.20	0.00		
2	F	449.61	-305.87	7.00	7.00	0.00	0.00	449.61	-305.87	0.00		
3	F	436.56	-292.20	7.00	7.00	0.00	0.00	436.56	-292.20	0.00		
4	F	436.44	-305.87	7.00	7.00	0.00	0.00	436.44	-305.87	0.00		
5	F	424.62	-292.20	7.00	7.00	0.00	0.00	424.62	-292.20	0.00		
6	F	424.50	-305.87	7.00	7.00	0.00	0.00	424.50	-305.87	0.00		
1	G	395.02	-342.87	7.00	7.00	0.00	0.00	395.02	-342.87	0.00		
2	G	401.82	-342.72	7.00	7.00	0.00	0.00	401.82	-342.72	0.00		
3	G	388.21	-342.87	7.00	7.00	0.00	0.00	388.21	-342.87	0.00		
4	G	371.54	-294.20	7.00	7.00	0.00	0.00	371.54	-294.20	0.00		
5	G	371.54	-288.67	7.00	7.00	0.00	0.00	371.54	-288.67	0.00		
6	G	371.92	-300.37	7.00	7.00	0.00	0.00	371.92	-300.37	0.00		
6	H	429.00	-346.00	20.00	20.00	180.00	0.00	429.00	-347.22	0.00		
7	H	425.00	-473.00	20.00	20.00	0.00	0.00	425.00	-471.79	0.00		
8	H	485.00	-472.00	20.00	20.00	0.00	0.00	485.00	-470.79	0.00		
9	H	560.00	-472.00	20.00	20.00	0.00	0.00	560.00	-470.79	0.00		
10	H	410.00	-415.00	20.00	20.00	0.00	0.00	410.00	-413.79	0.00		
1	I	480.00	-287.00	20.00	20.00	270.00	0.00	478.93	-287.00	0.00		
2	I	480.00	-381.00	20.00	20.00	270.00	0.00	478.93	-381.00	0.00		
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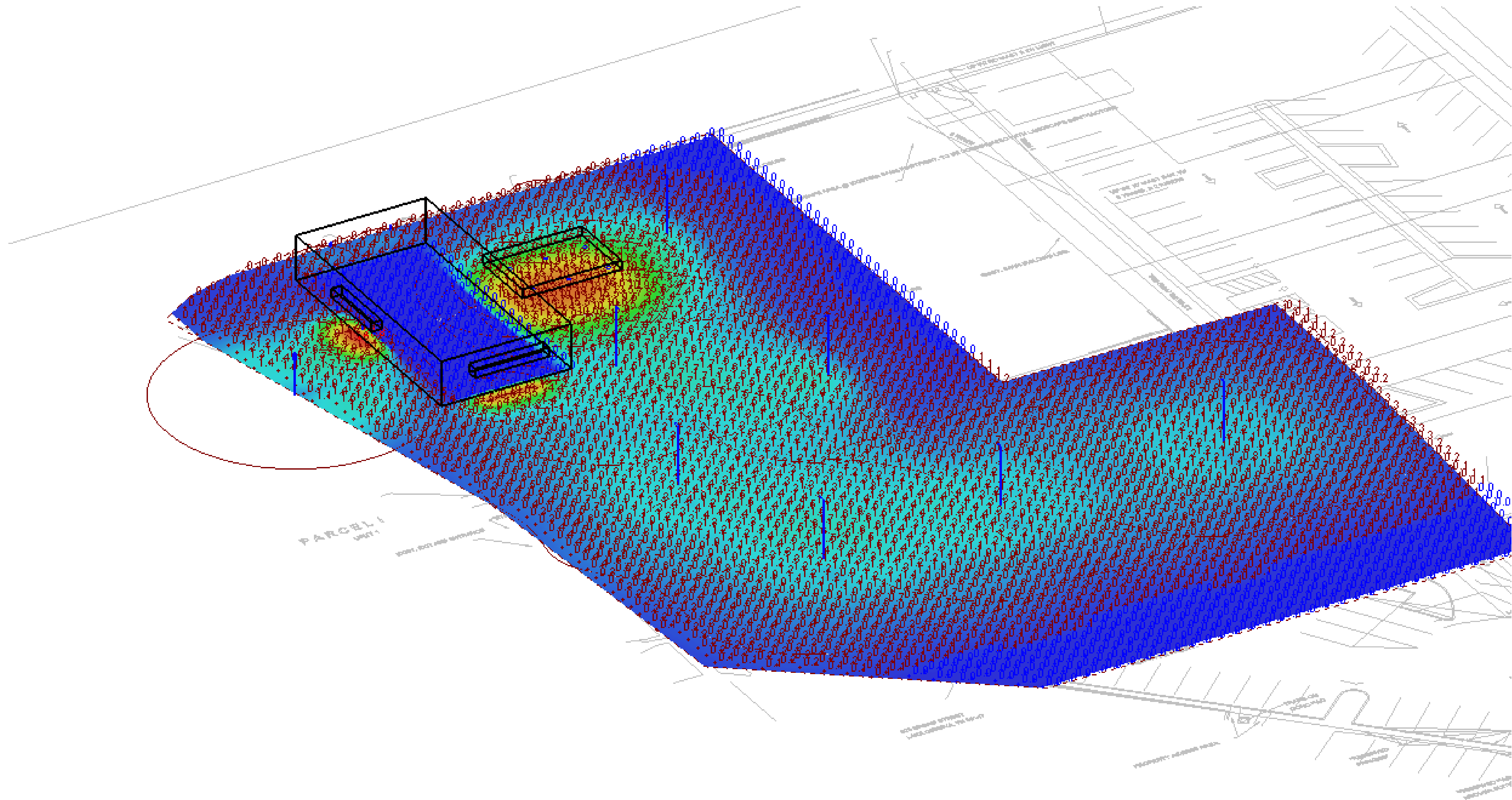
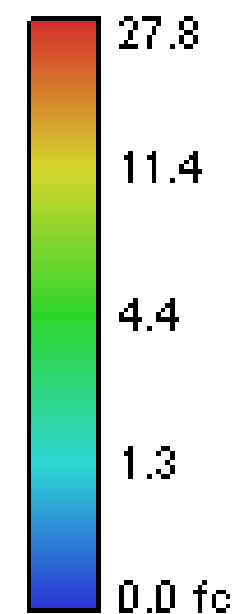
Statistics						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
Calc Zone #1	+	1.1 fc	27.8 fc	0.0 fc	N/A	N/A

Plan View
Scale - 1" = 16ft



New Town Bank

Designer
Date
05/24/2023
Scale
Not to Scale
Drawing No.
Summary



Memo to City of Lake Geneva

To: Fred Walling, Zoning Administrator Date: July 26, 2023

From: Naomi Rauch, P.E.
262-758-6032

CC: John Lohman – Wintrust Financial Corporation
Ken Etten – McCormack + Etten Architects
Warren Hansen, P.E. – Farris Hansen
Dave Nord – City Administrator
Amanda Rotondi – Building and Zoning Administrative Assistant
Tom Earle – Director of Public Works
Josh Gajewski – Utility Director

Subject: SITE PLAN APPROVAL – Towne Bank (567 Broad Street) PIN ZFI00001
Kapur Project # 22.0160 Phase 07

BACKGROUND AND REQUEST:

A conditional use application was submitted by Wintrust Financial Corporation for razing of the existing bank and construction of a proposed new 3836 SF building, new drive-thru and associated parking lot at 567 Broad Street [PIN ZFI00001]. The existing ingress/egress location off Broad Street will remain while an egress only onto North Street will move approximately 40-ft to the east, further from the existing intersection.

The following plan and calculations were submitted for review:

- Proposed Architectural Site Plan, prepared by McCormack and Etten, sheet AS-1, dated July 20, 2023.
- Unit 1 First Banking Center Office Plaza Condominium Town Bank – Wintrust – Site, Grading, Drainage & Erosion Control Plan prepared by Farris Hansen & Associates, Inc. , one sheet, dated 7/20/2023.

Comments:

Kapur has reviewed of the site plan submitted for redevelopment of Unit 1 and Unit 2 within the First Banking Center Office Plaza Condominium. Based on the information reviewed above, we recommend approval subject to the following conditions:

1. Section 78-247 Post-Construction Stormwater Management of the municipal code applies to any “development plan other than residential development with a gross aggregate area of 1.5 acres or more; or any nonresidential land development which creates an impervious area of 0.5 acre or more”. The site data presented on the Architectural Site Plan indicates an impervious surface of 14,686 SF (0.33 acres) within Unit 1 only.



- a. We understand that the proposed project is part of a plan for redevelopment of the larger parcel. The applicability of the stormwater management requirements of Section 78-247 must consider the larger redevelopment plan; and may be phased as development occurs.
 - b. Future phasing will affect the stormwater requirements and how each requirement will be addressed. The next phase will likely push the impervious area total over 0.5-acres. From that time forward, stormwater quantity and stormwater quality must be considered for the first and all future phases.
 - c. As previously discussed in the development review team meetings, the existing impervious on-site may be considered for existing release rates. Additionally, 40% TSS removal will be applied to all redeveloped parking areas consisted with Table 1 of section 78-247(h)(4).
2. All existing water and sewer utilities located at the site will be required to be abandoned if they will not be reused for the site redevelopment. There are two water services and potentially two sanitary laterals (1 current, 1 old for each) to the existing bank lot.
3. A new water service and sanitary sewer service is proposed for the site reconstruction. The proposed 1.5" water service is assumed to be oversized for the anticipated domestic use and shall be verified with plumbing plans prior to installation.
4. New water services shall be constructed of CTS SDR9 Poly Tubing. The notes on Sheet 2 shall be revised to reflect this requirement. The proposed curb stop location shall be shown on the plans.
5. New sanitary services shall be ASTM D303, SDR 35 with gaskets meeting the requirements of ASTM F477. The notes on Sheet 2 shall be revised to reflect this requirement.
6. Limits of disturbance shall be clearly referenced on the site plan.
7. ADA compliant sidewalk shall extend through the north egress off North Street.
8. A copy of all approvals/permits required from County or State regulatory agencies shall be provide to the City.

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.



1. SURVEY INFORMATION SHOWN HEREIN IS TAKEN FROM PLAT OF SURVEY PREPARED BY:
 MCGREGG INC, ROSEMONT, IL 60018. PHONE (847-836-4060), DATED (12-11-2017)
 PROJECT NO. 10894.

2. NO WARRANTY IS MADE REGARDING THE ACCURACY OF THE SURVEY

3. PROPOSED RESIDENCE, SITE DEVELOPMENT AND GRADING HAVE BEEN ADDED TO
 PLAT OF SURVEY BY MCGREGG - ETEN / ARCHITECTS, LLP

4. ERRORS IN TOPOGRAPHY AND/OR DESIGN FAILURE TO NOTIFY ARCHITECT OF
 DISCREPANCIES SHALL VOID THIS AGREEMENT.

1. ALL TREES AND SHRUBBERY OUTSIDE OF 10' (TEN FEET) INTERIOR OF THE BUILDING STRUCTURE SHALL REMAIN AND SHALL BE PROTECTED FROM DAMAGE AT ALL TIMES. UNLESS OTHERWISE SPECIFIED, THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OR REPLACEMENT OF ANY TREES OR SHRUBBERY DAMAGED BY THE CONSTRUCTION. THE CONTRACTOR SHALL NOT STORE ANY MATERIALS, STOCKPILE SOIL, PAVEMENT OR DRIVE VEHICLES OR EQUIPMENT CAUSING DAMAGE TO TREES OR SHRUBBERY OR TO THE UNDERLYING SOIL. TREES SHALL BE PERMITTED TO STAND UNLESS THEY ARE DAMAGED OR UNDESIRABLE. TREES SHALL BE REPLACED BY NEGLIGENT PARTY WITH STOCK OF EQUAL SIZE AND VALUE.

2. PROVIDE POSITIVE DRAINAGE AWAY FROM STRUCTURE IN ALL DIRECTIONS. VERIFY EXISTING DRAINAGE PATTERNS AND ELEVATIONS. PROVIDE DRAINAGE TO EXISTING DRAINAGE OR MAKE ADJUSTMENTS AS DIRECTED BY ARCHITECT TO ENSURE PROPER DRAINAGE.

3. GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING EROSION CONTROL MEASURES AT SITE DURING CONSTRUCTION AS REQUIRED BY LOCAL AUTHORITIES.

4. THE CONTRACTOR SHALL NOTIFY ALL UTILITY COMPANIES AND HAVE ALL EXISTING UTILITIES STAIRED PRIOR TO ANY CONSTRUCTION.

5. THE CONTRACTOR SHALL VERIFY ALL EXISTING FIELD CONDITIONS PRIOR TO INITIATING CONSTRUCTION.

6. ALL INSTALLATIONS SHALL CONFORM TO THE APPROPRIATE REGULATORY AGENCY REQUIREMENTS.

PARCEL: PARCEL 1 - UNIT 1 (ZH 00002)

ZONING DISTRICT: CENTRAL BUSINESS

PARCEL TOTAL AREA: 18,928 SF. ± @ 43.45 ACRES

SET BACKS:

FRONT / STREET	MAXIMUM SETBACK OF 60 FEET OR BLUOCK AVERAGE 53.97 FEET
SIDE	PLAN COM1 PER TABLE 9B-403 LAKE GENEVA NONRESIDENTIAL BULK STANDARDS
REAR	10 FT
SIDE/REAR FROM ACCESS	3.5 FT
PAVEMENT	0 FT

MAXIMUM BUILDING HEIGHT: 45 FT, 20 FT MIN

MAX. BUILDING AREA ALLOWED

MAX BLDG AREA:	N/A
PROPOSED BUILDING AREA:	3,796 SF.

FAR (FLOOR AREA RATIO)

MAX FAR: 100% X 18,928 SF. ±	18,928 SF.
PROPOSED FAR:	FIRST FLOOR AREA: 3,796 SF. TOTAL FLOOR AREA: 3,796 SF. (20%)

IMPERVIOUS - WITHIN PARCEL 1 - UNIT 1 ONLY*****

NEW BUILDING COVERAGE	3,796 SF
PAVED SURFACES	110,674 SF
CONCRETE WALKWAY	1728 SF
TOTAL:	114,666 SF (713%)

FERVOUS - WITHIN PARCEL 1 - UNIT 1 ONLY*****

LANDSCAPE	3,796 SF
TOTAL:	3,796 SF (20%)

TOTAL # OF SPACES PROVIDED (BSC TABLE 106.01) MINIMUM # OF ACCESSIBLE SPACES

15 7

ALL ACCESSIBLE SPACES ONE FOR EVERY SIX (6) OR FRACTION THEREOF ACCESSIBLE SPACES REQUIRED NOT LESS THAN ONE (1) VAN ACCESSIBLE SPACE REQUIRED

SITE OF ACCESSIBLE SPACES (416S (ANSI A117) - 2003 SECTION 507)

WIDTH OF SPACE) 36" MINIMUM
33" MINIMUM FOR VAN ACCESSIBLE ADJACENT TO 60" WIDE ACCESS AISLE
36" MINIMUM FOR VAN ACCESSIBLE ADJACENT TO 36" WIDE ACCESS AISLE

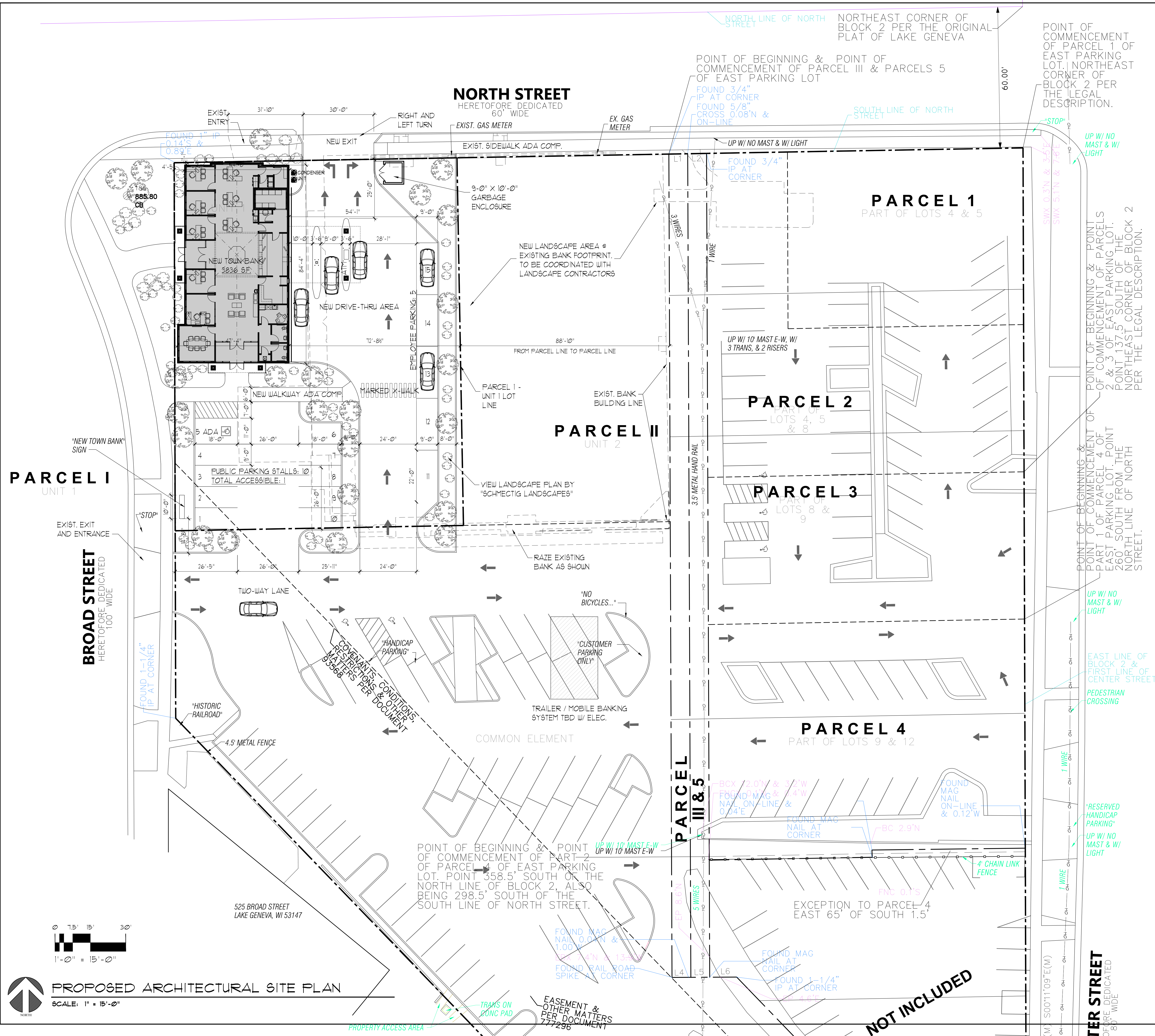
WIDTH OF AISLE) 60" MINIMUM
36" MINIMUM IF ADJACENT TO 36" WIDE VAN ACCESSIBLE AISLE

IDENTIFICATION (ANSI A117 - 2003 SECTION 507)

WHERE ACCESSIBLE PARKING SPACES ARE REQUIRED TO BE IDENTIFIED BY SIGNS, THE SIGNS SHALL INCLUDE THE INTERNATIONAL SYMBOL OF ACCESSIBILITY, COMPLYING WITH SECTION 103.6(3).

ALL VAN ACCESSIBLE SPACES SHALL INCLUDE SIGNS INDICATING "VAN ACCESSIBLE"

SUCH SIGNS SHALL BE 60" MINIMUM ABOVE THE FLOOR OF THE PARKING SPACE, MEASURED TO THE TOP OF THE SIGN.



Memo to City of Lake Geneva

To: Fred Walling, Zoning Administrator **Date:** June 30, 2023

From: Naomi Rauch, P.E.
262-758-6032

CC: Paul Lauterbach – Lake Geneva Tennis
Gary Tree – Advanced Building Corporation
Dave Nord – City Administrator
Amanda Rotondi – Building and Zoning Administrative Assistant
Tom Earle – Director of Public Works
Josh Gajewski – Utility Director

Subject: PIP REVIEW – Lake Geneva Tennis Addition (PINs GBP200029-GBP200033)
Kapur Project #21.0178 Phase 30

BACKGROUND AND REQUEST:

A Precise Implementation Plan (PIP) application and Certified Survey Map were submitted by Lake Geneva Tennis for the lot consolidation and construction of a 16,000 SF pickleball facility and approximately 8,800 SF of additional parking at 630 Veterans Parkway.

The following plan and calculations were submitted for review:

- **Certified Survey Map No _____** for Lake Geneva Tennis Club LLC prepared by Farris Hansen & Assoc. Inc, 3 sheets, dated 5/19/2023.
- **Exhibit 1: Lake Geneva Business Park Stormwater Drainage Areas**, one sheet.
- **Precise Implementation Plan Site, Grading, Drainage & Erosion Control Plan Lots 48-52, Lake Geneva Business Park Phase II** prepared by Farris Hansen & Assoc. Inc., 2 sheets, dated 03/06/2023 and last revised 06/21/2023.

Comments:

Kapur has reviewed the CSM and PIP application. We recommended a revised construction plan be submitted for additional review. We offer the following comments:

General

1. The proposed improvements are located within the Lake Geneva Business Park and are located on existing lots tributary to stormwater basin known as Fermano Pond. Fermano Pond was designed to provide stormwater management for development of Parcels GBP200029-GBP200033 for up to 70% impervious; therefore, no additional stormwater management is required for the proposed addition and parking lot improvements.



2. The Farris Hansen plan does not clearly indicate structures and other improvements that have already been completed as part of Phase 1. Specifically, the north parking lot curb and gutter, and utilities installed as part of Phase 1 are shown as proposed. Spot elevations and data on existing structures shall be surveyed data.
3. A full set of construction plans, including appropriate construction notes and details is required for PIP review and approval.

Utilities

4. A future addition on lots 51 & 52 to the south was being considered at one time. It would be beneficial to discuss with staff how utilities may be constructed now to better service development on lots 51 and 52 in the future. Such a discussion may result in reduced utility costs. Attending the next DRT meeting is advisable.
5. New sewer and water services are proposed.
 - a. No sizes, materials, or minimum slope has been provided for the proposed sewer service.
 - b. The sewer service is shown to cross the water service. This crossing shall be made at 90-degrees and separation data shall be shown on the construction plans.
 - c. The water service is shown to cross a storm drain. Separation data shall be shown on the plans.
 - d. No pipe material or depth is specified for the proposed 6-inch water service.
 - e. Per Wis. SPS 382 Cleanout may not be located more than 100-ft apart on sewer drains with a diameter of 6-inch or less. Additional cleanouts are required.
6. It is unclear why a fire hydrant is proposed. It was not requested by the City of Lake Geneva Fire Department.
7. The proposed electrical line appears to be directly over the curb stop.

Grading and Erosion Control

8. Details showing proper installation of erosion control measures are required.
9. Construction sequencing specifically indicating that erosion control measures will be installed prior to up land disturbance shall be included on the site plan.
10. The proposed tracking pad is shown at existing barrier curb along Veteran's Parkway. This construction entrance shall be relocated so construction vehicles are not entering over a barrier curb. A detail has not been provided.
11. The existing and proposed storm sewer must be protected from construction sediment. Inlet protection is required on the erosion control plans.

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.

City of Lake Geneva

APPLICATION FOR LAND DIVISION REVIEW



CERTIFIED SURVEY MAP or



SUBDIVISION PLAT

NAME AND ADDRESS OF CURRENT OWNER:

Paul Lauterbach

914 Bennet CT. Walworth WI 53184

TELEPHONE NUMBER OF CURRENT OWNER:

(262) 215 6426

OWNER SIGNATURE:

Paul Lauterbach

EMAIL ADDRESS:

Paul@lakegenevetennis.com

PROJECT ADDRESS

630 Veterans Hwy

TAX KEY NUMBER:

NAME AND ADDRESS OF APPLICANT:

Advanced Building Corporation (Gary Tree)

4125 Terminal Drive

McFarland, WI 53558

TELEPHONE NUMBER OF APPLICANT:

(608) 209 2352

EMAIL ADDRESS:

gary@abcmadison.com

NAME AND ADDRESS OF SURVEYOR:

Farris Hanson & Associates (Chris Hodges)

7 Ridgway Court - PO Box 437

Elkhorn, WI

53121

TELEPHONE NUMBER OF SURVEYOR:

(262) 723-2098

SHORT STATEMENT DESCRIBING PURPOSE OF APPLICATION:

Combining lots 48-52 into one parcel for purposes of constructing an adjacent pickleball facility on what used to be adjacent lots.

SUBMITTAL CHECKLIST

- ✓

LOCATION MAP SHOWING LOCATION OF PARCELS TO BE DIVIDED OR PARTIALLY DIVIDED WITH TOWN OR TOWNS, AND PARCELS WITHIN 1,000-FT OF BOUNDARY OF SUBJECT PROPERTY.
- ✓

SKETCH MAP TO APPROXIMATE SCALE SHOWING ENTIRE PARCELS TO BE DIVIDED OR PARTIALLY DIVIDED, AND SHOWING THE APPROXIMATE CONFIGURATION OF PROPOSED LOTS AND ROADS WITHIN THOSE PARCELS.
- ✓

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

PROVIDE 1 FULL SET AND 8 - 11" X 17" COPIES OF CSM OR PLAT PRIOR TO PLACEMENT ON PLAN COMMISSION AGENDA.
- ✓

PROVIDE 1 DIGITAL COPY OF THE FULL APPLICATION PACKET TO THE LAKE GENEVA BUILDING AND ZONING DEPARTMENT AT BZADMIN@CITYOFLAKEGENEVA.COM OR BZCLERK@CITYOFLAKEGENEVA.COM

I AM AWARE THAT THE CITY OF LAKE GENEVA IS ACTIVELY ENGAGED IN THE REVIEW, APPROVAL OR DENIAL OF LAND DIVISIONS WITHIN ITS EXTRATERRITORIAL LAND DIVISION REVIEW AREA.

I UNDERSTAND THAT THE CITY OF LAKE GENEVA LAND DIVISION ORDINANCE REQUIRES THE CITY TO DENY LAND DIVISIONS WHICH CREATE NEW, BUILDABLE PARCELS OR LOTS WITHIN THE EXTRATERRITORIAL AREA WITH OVERALL DENSITY THAT EXCEEDS MORE THAN ONE DWELLING UNIT PER THIRTY-FIVE ACRES UNLESS THE CITY DETERMINES THAT THE LAND DIVISION CONSTITUTES INFILL DEVELOPMENT.

6/6/23

DATE

SIGNATURE OF APPLICANT

Petitioner Name _____

Project Address _____

OFFICE USE ONLY

Description of Request _____

Agreement for Services

REIMBURSABLE BY THE PETITIONER / APPLICANT. The city may retain the services of the professional consultants (including planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and other experts) to assist in the City's review of a proposals coming before the Plan commission and/or Common Council. The submittal of a development proposal application or petition by a Petitioner shall be construed as an agreement to pay for such professional review services applicable to the proposal including any financing charges that may accrue. The City applies the charges for these services to the Petitioner. The City Administrator at any time may require an applicant to submit an advance deposit of **\$500 to \$5,000 depending on the complexity and anticipated involvement of the City's consultants** or continuing advance deposits against future billings by the City for recovery of costs provide by this ordinance 98-935(4). **An advanced deposit shall be required for the application related to Extraterritorial matters.** Surplus deposits shall be returned to the Applicant at the conclusion of the project.

_____, as applicant/petitioner for

Project: Lake Geneva Tennis Club Pickle Ball FacilityProject Address: 630 Veterans ParkwayParcel No. Lot 1 42-52 combined see CSMName: Paul LauterbachAddress: 630 Veterans ParkwayLake Geneva, WI 53147Cell Phone: (262) - 215 - 6426Phone: (262) - 812 - 0033Email: Paul@lakegenevetennis.comDated this 6/ Day of June, 2023Paul Lauterbach

Printed Name of Applicant / Petitioner

Paul Lauterbach

Signature of Applicant/Petitioner

FARRIS, HANSEN & ASSOC. INC.

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

OWNER: LAKE GENEVA TENNIS CLUB LLC
630 VETERANS PARKWAY
LAKE GENEVA, WI 53147

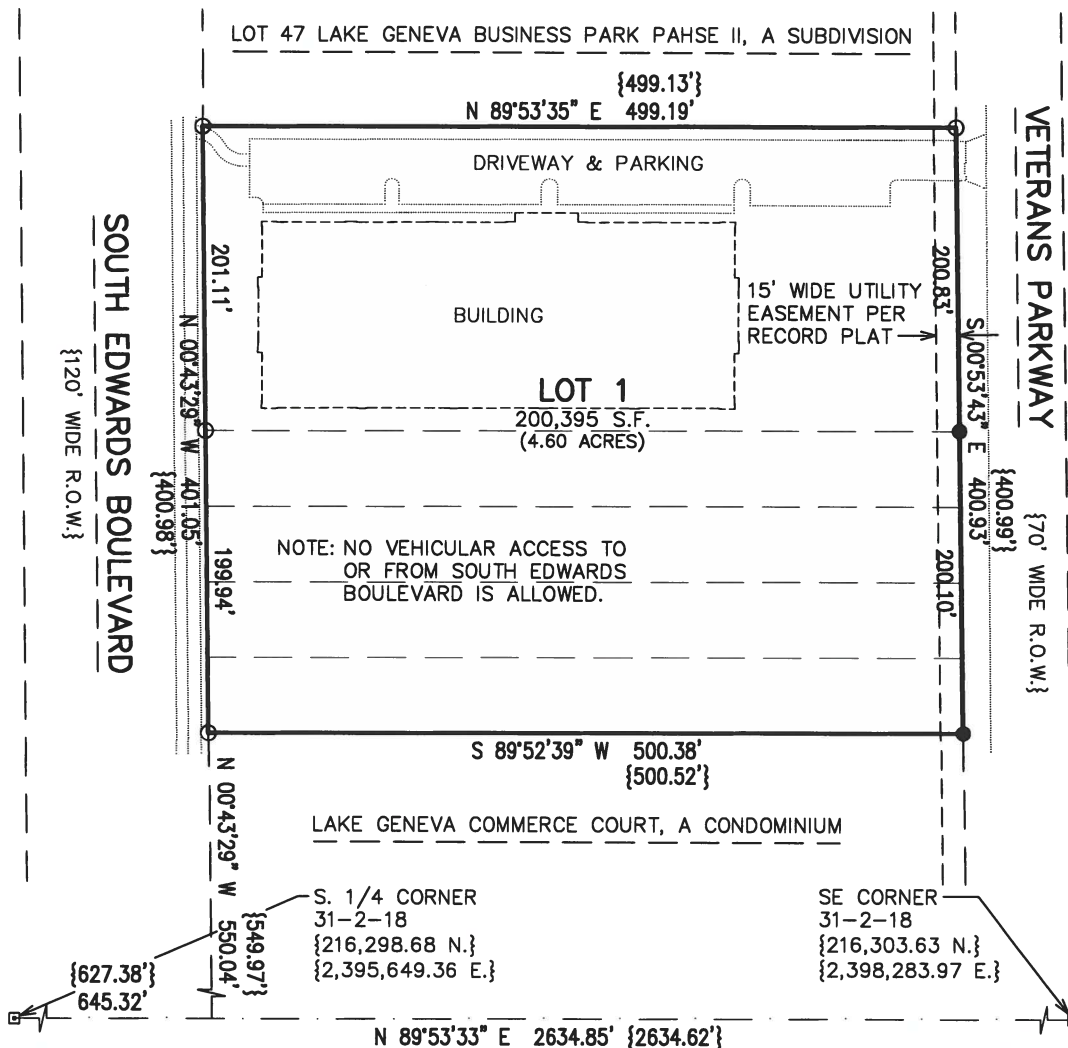
ZONING: PBP

SOILS: MpC2, SeA, & SeB

CERTIFIED SURVEY MAP NO. _____

GRID
NORTH
WISCONSIN STATE PLANE
COORDINATE SYSTEM
SOUTH ZONE (NAD-83)
S. LINE OF THE SE 1/4 OF
SECTION 31-2-18 BEARS
N 89°53'33" E

A PARCEL CONSOLIDATION CERTIFIED SURVEY MAP
BEING LOTS 48 THROUGH 52 OF LAKE GENEVA
BUSINESS PARK PHASE II, A SUBDIVISION, LOCATED
IN PART OF THE SW 1/4 OF THE SE 1/4 OF
SECTION 31, TOWN 2 NORTH, RANGE 18 EAST, CITY
OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN



LEGEND

- ▣ = FOUND CONCRETE COUNTY MONUMENT WITH BRASS CAP
- = FOUND IRON PIPE STAKE, 1 3/8" O.D.
- = FOUND IRON REBAR STAKE, 3/4" DIA.
- {XXX} = RECORDED AS

THIS INSTRUMENT DRAFTED
BY CHRISTOPHER A. HODGES
PROJECT: 9484.23
DATE: 05/19/2023
SHEET 1 OF 3 SHEETS



CERTIFIED SURVEY MAP NO._____

A PARCEL CONSOLIDATION CERTIFIED SURVEY MAP
BEING LOTS 48 THROUGH 52 OF LAKE GENEVA
BUSINESS PARK PHASE II, A SUBDIVISION, LOCATED
IN PART OF THE SW 1/4 OF THE SE 1/4 OF
SECTION 31, TOWN 2 NORTH, RANGE 18 EAST, CITY
OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN

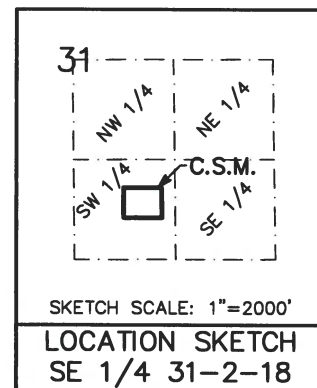
CERTIFIED SURVEY MAP NO. _____

CITY OF LAKE GENEVA APPROVAL

APPROVED BY THE CITY OF LAKE GENEVA ON THIS _____ DAY OF _____, 2023.

AUTHORIZED SIGNATURE FOR THE CITY OF LAKE GENEVA

THIS INSTRUMENT DRAFTED
BY CHRISTOPHER A. HODGES
PROJECT: 9484.23
DATE: 05/19/2023
SHEET 3 OF 3 SHEETS



RESOLUTION OF THE COMMON COUNCIL			
Resolution authorizing the issuance of a Precise Implementation Plan (PIP) for Paul Lauterbach 914 Bennet Ct Walworth WI for a new 16,000 sq. ft. building addition to 630 Veterans Pkwy Lake Geneva, WI 53147, to allow for a site addition to a property located within the Planned Business Park (PBP) zoning district Tax Key Nos. ZLGBP200029 – ZLGBP200031			
Committee:	Plan Commission approved August 21, 2023		
Fiscal Impact:	N/A		
File Number:	23-R44	Date:	August 28, 2023

WHEREAS, the City Plan Commission has considered the application of a General Development Plan (GDP) for Paul Lauterbach 914 Bennet Ct Walworth WI for a new 16,000 sq. ft. building addition to 630 Veterans Pkwy Lake Geneva, WI 53147, to allow for a site addition to a property located within the Planned Business Park (PBP) zoning district Tax Key Nos. ZLGBP200029 – ZLGBP200031.

WHEREAS, The City Plan Commission held a Public Hearing thereon pursuant to proper notice given on August 10, 2023.

NOW, THEREFORE, BE IT RESOLVED, that the Zoning Administrator, is hereby authorized, to issue a Precise Implementation Plan (GDP) for Paul Lauterbach 914 Bennet Ct Walworth WI for a new 16,000 sq. ft. building addition to 630 Veterans Pkwy Lake Geneva, WI 53147, to allow for a site addition to a property located within the Planned Business Park (PBP) zoning district,

Tax Key No. Tax Key Nos. ZLGBP200029 – ZLGBP200031

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 28th day of August 2023.

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: August 21, 2023

Agenda Item 9

Applicant:

Paul Lauterbach
914 Bennett Court
Walworth, WI 53184

Request:

Planned Development - PIP
Physical Activity Studio Expansion
630 Veterans Parkway

Description:

The applicant is requesting approval of a Precise Implementation Plan (PIP) application for the Lake Geneva Tennis facility located at 630 Veterans Parkway in the Lake Geneva Business Park. The property is currently zoned Planned Development (PD), which allows for the development and operation of the Lake Geneva Tennis facility as a Physical Activity Studio land use. The applicant seeks to add vacant land to the south of their current property by CSM and develop an indoor pickleball facility.

Because this project involves adding more land to the area zoned Planned Development, it requires the approval of both an updated General Development Plan (GDP) and PIP in order to proceed. A General Development Plan for the project was approved by the Plan Commission on June 19, 2023, confirming the zoning approval to allow for the development of a 17,280-square-foot building to the south of and connected to the current Lake Geneva Tennis facility.

The PIP will establish the detailed site approvals, including site layout and design, grading, utilities, parking, landscaping, lighting, and architecture. If approved, the proposed PIP would replace all prior PIP approvals.

In order to accommodate this development, parcels GBP200029 through GPB200033 would be consolidated into a single parcel via a Certified Survey Map.

Relationship to Base Zoning Standards:

The proposed PIP is consistent with the previously approved GDP. Zoning flexibility for building setback was approved as part of the previous Planned Development approval in 2016, but the applicant does not seek any new flexibilities from the zoning ordinance for this project.

Staff Review Comments:

General Site Layout, Architecture, and Design – The applicant proposes to develop a building addition on the south side of the existing building. The two buildings will be connected by an enclosed walkway. The proposed building addition will provide six dedicated pickleball courts, a small office, and two restroom facilities. The building will be 23 feet tall, with exterior architectural features designed to match the existing Tennis facility, featuring the same design style and materials, but smaller in size, at 17,280 square feet.

The proposed addition meets all setback requirements of the Planned Business Park Zoning District. The proposed Landscape Surface Ratio is 43% of the combined lot.

Parking - The project will include the addition of 30 parking stalls connected to the existing parking lot on the east side of the property. During transition periods at the end of play sessions, it is anticipated that maximum capacity will be 50 people as finished players leave the facility and new ones claim their court reservations. Based on the maximum capacity, the zoning ordinance would require a total of 17 additional parking spaces to accommodate patrons and staff. The proposed plan will provide 13 more parking spaces than required.

Landscaping – The landscaping plan proposes two new maple trees and the preservation of several existing maple trees along the western perimeter of the property, as well as between the proposed parking lot and the east side of the existing Tennis facility. It also indicates the relocation of several spruce trees from the location of the proposed parking lot expansion to the area between the new parking lot and Veterans Parkway, satisfying the street frontage landscaping requirement. Around the foundation of the entire proposed building addition, stone planting beds are proposed, which include several species of shrubs, canopy trees, and ornamental plantings, such as dogwood, maple, burning bushes, juniper, andora, and spirea. Total required landscaping points are met for the site.

Lighting – The photometric plan provided proposes the installation of five wall-mounted exterior lights located near emergency exits on the proposed building addition, as well as two parking lot light poles on the east side of the proposed parking lot expansion to illuminate the new parking lot area. According to the photometric plan, light pollution spillover outside of the property boundaries from proposed light fixtures will be well within the maximum allowable by the City's Zoning Code.

Aside from the requested zoning flexibilities approved as part of the GDP, all other zoning requirements are met.

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

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

- A. If, after the public hearing, the Commission wishes to recommend *approval*, then the appropriate fact finding would be in agreement with Factors 1-6 of the following.
1. The proposed PIP (the use in general, independent of its location) is in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, this Chapter, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
 2. The proposed PIP (in its specific location) is in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, this Chapter, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
 3. The proposed PIP, in its proposed location and as depicted on the required site plan (see (3)(d), above), does not result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of this Chapter, the Comprehensive Plan, or any other plan, program, map, or

ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development.

4. The proposed PIP maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.
5. The proposed PIP is located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property.
6. The potential public benefits of the proposed PIP outweigh all potential adverse impacts of the proposed PIP (as identified in Items 1. through 5., above), after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.

B. If, after the public hearing, the Commission wishes to recommend *denial*, then the appropriate fact finding would be in disagreement with at least one of Factors 1-6 listed above.

Conditions of Approval:

- None

Staff Recommendation:

Staff recommends that the Plan Commission recommend *approval* of the PIP as follows:

Suggested Motions:

- *Approve:* I recommend approval of the *Precise Implementation Plan for applicant Paul Lauterbach. 914 Bennet Ct, Walworth, WI 53184 for a proposed pickleball building in the Planned Business Park (PBP) zoning district, Tax Key Nos. ZLGBP200029-33*, including the staff-recommended finding of facts, and any additional conditions of approval recommended by staff.
- *Deny:* I recommend denial of the *Precise Implementation Plan for applicant Paul Lauterbach. 914 Bennet Ct, Walworth, WI 53184 for a proposed pickleball building in the Planned Business Park (PBP) zoning district, Tax Key Nos. ZLGBP200029-33*, because *[provide rationale for denial]*.

*Jackie Mich, AICP
City Planning Consultant
Vandewalle & Associates*

Memo to City of Lake Geneva

To: Fred Walling, Zoning Administrator **Date:** August 14, 2023

From: Naomi Rauch, P.E.
262-758-6032

CC: Paul Lauterbach – Lake Geneva Tennis
Gary Tree – Advanced Building Corporation
Dave Nord – City Administrator
Amanda Rotondi – Building and Zoning Administrative Assistant
Tom Earle – Director of Public Works
Josh Gajewski – Utility Director

Subject: PIP APPROVAL – Lake Geneva Tennis Addition (PINs GBP200029-GBP200033)
Kapur Project #21.0178 Phase 30

BACKGROUND AND REQUEST:

A Precise Implementation Plan (PIP) application and Certified Survey Map were submitted by Lake Geneva Tennis for the lot consolidation and construction of a 16,000 SF pickleball facility and approximately 8,800 SF of additional parking at 630 Veterans Parkway.

The following plan and calculations were submitted for review:

- **Certified Survey Map No _____** for Lake Geneva Tennis Club LLC prepared by Farris Hansen & Assoc. Inc, 3 sheets, dated 5/19/2023.
- **Exhibit 1: Lake Geneva Business Park Stormwater Drainage Areas**, one sheet.
- **Precise Implementation Plan Site, Grading, Drainage & Erosion Control Plan Lots 48-52, Lake Geneva Business Park Phase II** prepared by Farris Hansen & Assoc. Inc., 3 sheets, dated 03/06/2023 and last revised 07/10/2023.

Comments:

Kapur **recommends approval** of the PIP application for construction of a new 16,000 SF pickleball facility based on the information reviewed above. This approval is subject to the following conditions:

1. The site will utilize a stabilized construction access off barrier curb on Veterans Parkway. The curb shall be ramped for protection and restored to the satisfaction of the Department of Public Works. Please note that the temporary curb ramp must be removed prior to November 15th to enable safe plowing.
2. Per Wis. SPS 382 Cleanouts may not be located more than 100-ft apart on sewer drains with a diameter of 6-inch or less. Additional cleanouts are required.
3. The existing sanitary and water services for Lot 52 must be abandoned at the main on Veteran's Parkway and should be noted on the plans. This work will require a permit from the Public Works



Department for construction in the public Right of Way. The Utility Commission must be notified prior to completion of this work to enable their inspection.

- a. Limits of the required sawcut in the public roadway shall be shown on the plans.
 - b. Slurry backfill shall be used for any open cuts.
 - c. Pavement shall be repaired to existing conditions.
 - d. Abandonment shall be completed in a manner satisfactory to the Utility Commission.
4. Erosion control measures must be installed prior to upland disturbance and remain in place until final stabilization of the site. It is the applicant's responsibility to ensure tracking of sediment and construction debris does not occur offsite. Veteran's Parkway must remain clear from sediment 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):

Lake Geneva Tennis Club 630 Veterans Parkway

Lake Geneva WI 53147 Lot 1 Parcel Consolidation 48-52

See CSM attached by Farris Hansen dated 5/19/23

Name and Address of Current Owner:

Paul Lauterbach 914 Bennet Ct. Walworth WI 53184

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

262-812-0033 262-215-6426 c

Paul@lakegenovatennis.com

Owner Signature:

Paul Lauterbach

Name and Address of Applicant:

① Lake Geneva Tennis Club 630 Veterans Parkway Lake Geneva WI 53147

② Advanced Building Corporation 4125 Terminal Drive McFarland WI 53558

Telephone No. with area code & Email of Applicant: ① 262-215-6426 Paul@lakegenovatennis.com

② 608-209-2352 gary@abcmadison.com

Proposed Use:

This project is an interior Pickleball facility. The courts will be inside a Pre-engineered Metal Building designed to mimic the existing Tennis Facility

Zoning District in which land is located: Planned Business Park

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

Warren Hansen Farris Hansen: Associates 7 Ridgeway Ct. Elkhorn WI 5314

Gary Tree Advanced Building Corp. 4125 Terminal Drive, McFarland WI 53558

Short statement describing activities to take place on site:

Lots 48-52 will be combined into (1) parcel See CSM

A new PRMB, 82' x 232' with exterior architecture will be constructed to match existing facility. Additional parking for 24 vehicles will be provided. New utilities will be provided to building

PIP fee \$400.00, payable upon filing application.

6/1/2023
Date

[Signature]
Signature of Applicant

Cost Recovery # _____

Petitioner Name _____

Project Address _____

OFFICE USE ONLY

Description of Request _____

Agreement for Services

REIMBURSABLE BY THE PETITIONER / APPLICANT. The city may retain the services of the professional consultants (including planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and other experts) to assist in the City's review of a proposals coming before the Plan commission and/or Common Council. The submittal of a development proposal application or petition by a Petitioner shall be construed as an agreement to pay for such professional review services applicable to the proposal including any financing charges that may accrue. The City applies the charges for these services to the Petitioner. The City Administrator at any time may require an applicant to submit an advance deposit of \$500 to \$5,000 depending on the complexity and anticipated involvement of the City's consultants or continuing advance deposits against future billings by the City for recovery of costs provide by this ordinance 98-935(4). **An advanced deposit shall be required for the application related to Extraterritorial matters.** Surplus deposits shall be returned to the Applicant at the conclusion of the project.

_____, as applicant/petitioner for

Project: Lake Geneva Tennis Club Pickle Ball Facility

Project Address: 630 Veterans Parkway

Parcel No. Lot 1 42-52 combined see CSM

Name: Paul Lauterbach

Address: 630 Veterans Parkway
Lake Geneva, WI 53147

Cell Phone: (262) - 215 - 6426

Phone: (262) - 812 - 0033

Email: Paul@lakegenevetennis.com

Dated this 6/ Day of June, 2023

Paul Lauterbach

Printed Name of Applicant / Petitioner

Paul Lauterbach

Signature of Applicant/Petitioner

Applicant/Petitioner agrees that in addition to those normal costs payable by an applicant/petitioner (e.g., filing or permit fees, publication expenses, recording fees, etc.), that in the event the action applied or petitioned for requires the City of Lake Geneva, in the judgment of its staff, to obtain additional professional service(s), (e.g., engineering, surveying, planning, legal) than would be routinely available "in house" to enable the City to properly address, take appropriate action on, or determine the same, applicant/petitioner shall reimburse the City for the costs thereof

Section 98-935 Fees:

(1) Fees for Procedures or Permits Requested by a Private Party: The fees for the procedures and permits established by this Chapter shall be established by resolution of the Common Council of the City of Lake Geneva

(2) Fees for Procedures Requested by the City of Lake Geneva: There shall be no fee in the case of applications filed in the public interest by the Common Council or the Plan Commission, other agency, or official of the City of Lake Geneva.

(3) Payment of Fees: Fees shall be payable at the time applications are filed with the appropriate officer of the City (per the requirements of this Chapter), and are not refundable.

(4) Professional Consultant Review Services: The City may retain the services of professional consultants (including planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and other experts) to assist in the City's review of a proposal coming before the Plan Commission. The City may apply the charges for these services to the Petitioner. The City will require the Petitioner to sign a professional consultant review services form. The City Administrator at any time may require an applicant to submit an advance deposit of \$500 to \$5,000 depending on the complexity and anticipated involvement of the City's consultants or continuing advance deposits against future billings by the City for recovery of costs provide by this ordinance 98-935(4). **An advanced deposit shall be required for the application related to Extraterritorial matters.** The City may delay acceptance of the application or petition as complete, or may delay final approval of the proposal, until such fees are paid by the Petitioner. The submittal of a development proposal application or petition by a Petitioner shall be construed as an agreement to pay for such professional review services applicable to the proposal. Review fees which are applied to a Petitioner, but which are not paid, may be assigned by the City as a special assessment to the subject property.

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

Prior to submitting the 8 complete applications as certified by the Zoning Administrator, the Applicant shall submit 1 initial draft application packet and 1 digital copy for staff review, followed by one revised draft final application packet based upon staff review and comments.

Initial Packet (1 Copy and 1 Digital Copy to Zoning Administrator)

Date: _____ by: _____

↓

Draft Final Packet (8 Copies and 1 Digital Copy to Zoning Administrator)

Date: _____ by: _____

↓

X

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.

(CSM)

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;

(CSM)

X

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

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

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

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

_____ All lot dimensions of the subject property provided;

_____ Graphic scale and north arrow provided.

X

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

_____ Specific project themes and images;

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

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

_____ The specific treatment of natural features;

_____ The specific relationship to nearby properties and public streets.

_____ A Statement of Rationale as to why PD zoning is proposed identifying perceived barriers in the form of requirements of standard zoning districts and opportunities for community betterment through the proposed PD zoning.

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

See Site Plan

- X (4) **A Precise Implementation Plan Drawing** at a minimum scale of 1"=100' (and reduced to 11" x 17") of the proposed project showing at least the following information in sufficient detail: *(See following page)*
- _____ A PIP site plan conforming to all requirements of Section 98-908(3). If the proposed PD is a group development (per Section 98-208) also provide a proposed preliminary plat or conceptual plat;
 - _____ Location of recreational and open space areas and facilities specifically describing those that are to be reserved or dedicated for public acquisition and use;
 - _____ Statistical data on minimum lot sizes in the development, the precise areas of all development lots and pads, density/intensity of various parts of the development, floor area ratio, impervious surface area ratio and landscape surface area ratio of various land uses, expected staging, and any other plans required by the Plan Commission or City Council; and
 - _____ Notations relating the written information (3), above to specific areas on the GDP Drawing.

See Site Plan

- X (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;
 - _____ 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.

See Landscape Plan 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.

See Dwg's 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.

See Dwg's X

- (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.

NA

- (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.

See Write up X

- (10) A written description which demonstrates the full consistency of the proposed PIP with the approved GDP.

See Write up X

- (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,

See letter from X

- (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 1 full scale copy in blueline or blackline
of complete Final Application Packet by Zoning Administrator:** **Date:** _____ **by:** _____
- ____ **Receipt of 8 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 630 Veterans Parkway (Lake Geneva Tennis Club)
Applicant name Advanced Building Corporation on behalf of LGTC
Applicant email gary@abc-madison.com Phone Number 608-209-2352

Architect/Contractor/Designer Name Warren Hansen
Architect/Contractor/Designer Email warren@farrishansen.com Phone Number 262-723-2098

Type of Construction: New X Addition Remodel
Type of Development: Single-family Multi-family Commercial X Industrial
Type of Business Pickle Ball Facility

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 NA - see enclosed letter
 - As-built/certification notification
- Erosion control plan provided? YES / NO
- Wetlands, floodplains, environmental corridors, groundwater Identified. YES / NO NA
- Utility Plans Provided yes
 - Watermain
 - Sanitary Sewer
 - Storm Water
- Is a Land Division required? YES / NO See CSM
- Access points and dimensions shown? YES / NO see site Plan
 - WISDOT Right-of-way?
 - County Right-of-way?

B/g

- Estimated Traffic impacts NA
 - 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 72' x 240'
- Will there be signage? YES / NO type (mounted, freestanding) Building Mounted similar to Tennis Facility
- Exterior lighting plans? YES / NO
- What kind of noise or level of noise will the business have? NA
- 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 6" Fire Protection
- Estimated daily water usage in gallons per day _____
- Estimated maximum water flow in gallons per minute _____
- Number of bathrooms (4)
- Brief description of process (if Industrial) NA

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 _____

9/9

FARRIS, HANSEN & ASSOC. INC.

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

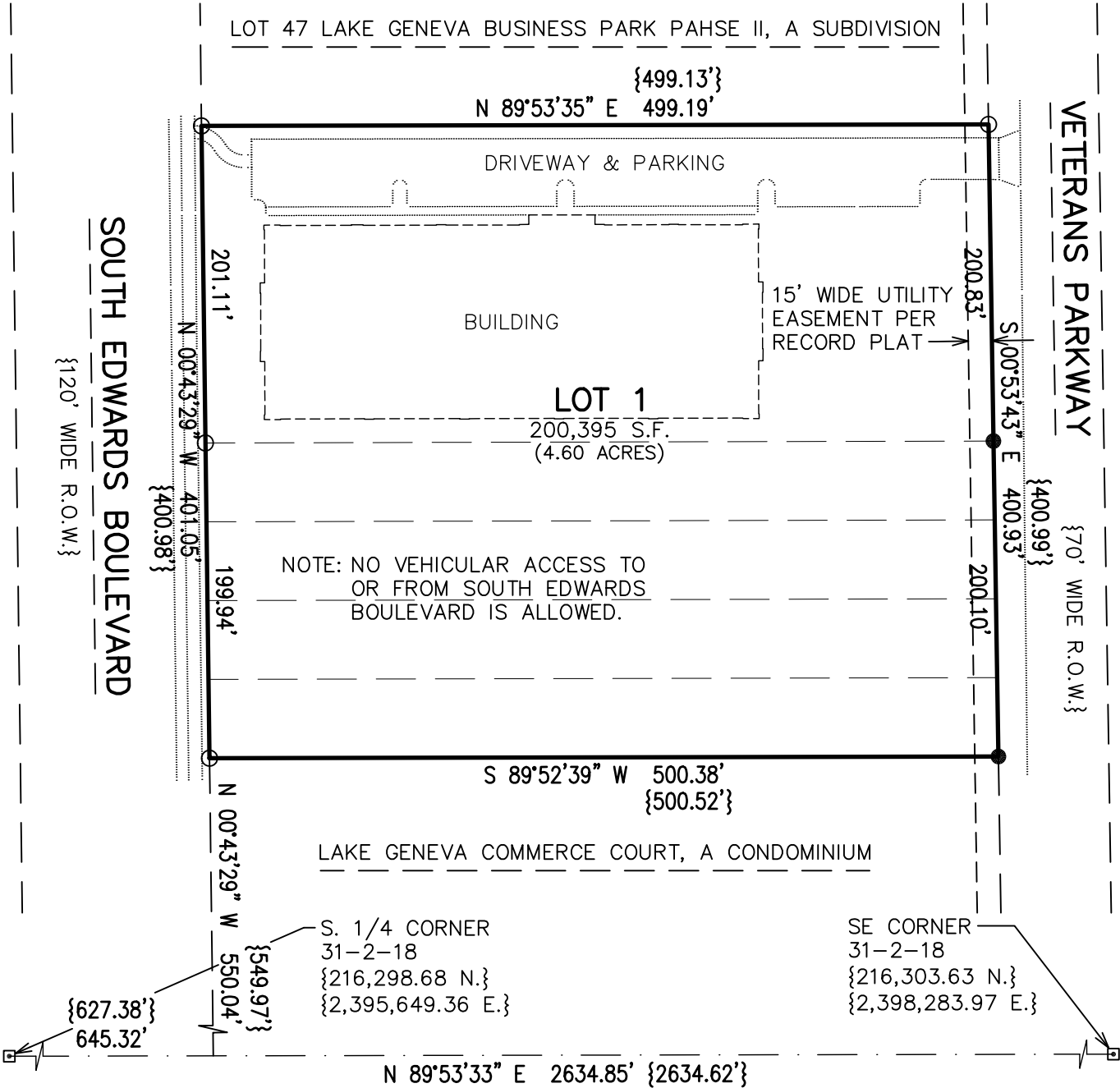
OWNER: LAKE GENEVA TENNIS CLUB LLC
630 VETERANS PARKWAY
LAKE GENEVA, WI 53147

ZONING: PBP
SOILS: MpC2, SeA, & SeB

CERTIFIED SURVEY MAP NO. _____

GRID NORTH
WISCONSIN STATE PLANE
COORDINATE SYSTEM
SOUTH ZONE (NAD-83)
S. LINE OF THE SE 1/4 OF
SECTION 31-2-18 BEARS
N 89°53'33" E

A PARCEL CONSOLIDATION CERTIFIED SURVEY MAP
BEING LOTS 48 THROUGH 52 OF LAKE GENEVA
BUSINESS PARK PHASE II, A SUBDIVISION, LOCATED
IN PART OF THE SW 1/4 OF THE SE 1/4 OF
SECTION 31, TOWN 2 NORTH, RANGE 18 EAST, CITY
OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN



LEGEND

- ▣ = FOUND CONCRETE COUNTY MONUMENT WITH BRASS CAP
- = FOUND IRON PIPE STAKE, 1 3/8" O.D.
- = FOUND IRON REBAR STAKE, 3/4" DIA.
- {XXX} = RECORDED AS

THIS INSTRUMENT DRAFTED
BY CHRISTOPHER A. HODGES
PROJECT: 9464.23
DATE: 05/19/2023
SHEET 1 OF 3 SHEETS



CERTIFIED SURVEY MAP NO. _____

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

LOTS 48 THROUGH 52 OF LAKE GENEVA BUSINESS PARK PHASE II, A SUBDIVISION, LOCATED IN PART OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 31, TOWN 2 NORTH, RANGE 18 EAST, CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN. CONTAINING 200,395 SQUARE FEET (4.60 ACRES) OF LAND, MORE OR LESS.

CHRISTOPHER A. HODGES PLS 2760

BY VIRTUE OF THE LAWS OF THE STATE OF _____, OWNER OF THE LANDS DESCRIBED HEREON, DOES HEREBY CERTIFY THAT SAID COMPANY CAUSED THE LAND DESCRIBED ON THIS MAP TO BE SURVEYED, DIVIDED, AND MAPPED AS REPRESENTED ON THIS MAP. THIS MAP IS REQUIRED TO BE SUBMITTED TO THE CITY OF LAKE GENEVA FOR APPROVAL.

_____, ITS REPRESENTATIVE, AT _____, _____ THIS _____ DAY
OF _____, 2023.

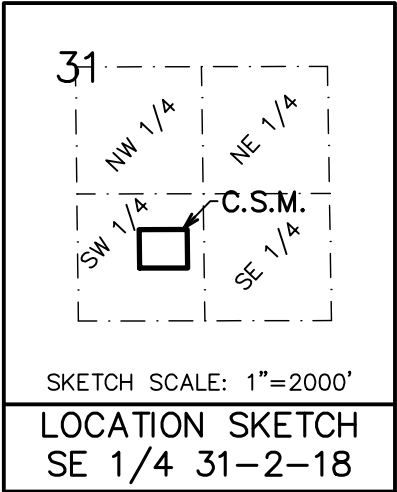
A PARCEL CONSOLIDATION CERTIFIED SURVEY MAP
BEING LOTS 48 THROUGH 52 OF LAKE GENEVA
BUSINESS PARK PHASE II, A SUBDIVISION, LOCATED
IN PART OF THE SW 1/4 OF THE SE 1/4 OF
SECTION 31, TOWN 2 NORTH, RANGE 18 EAST, CITY
OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN

CERTIFIED SURVEY MAP NO. _____

CITY OF LAKE GENEVA APPROVAL

APPROVED BY THE CITY OF LAKE GENEVA ON THIS _____ DAY OF _____, 2023.

AUTHORIZED SIGNATURE FOR THE CITY OF LAKE GENEVA

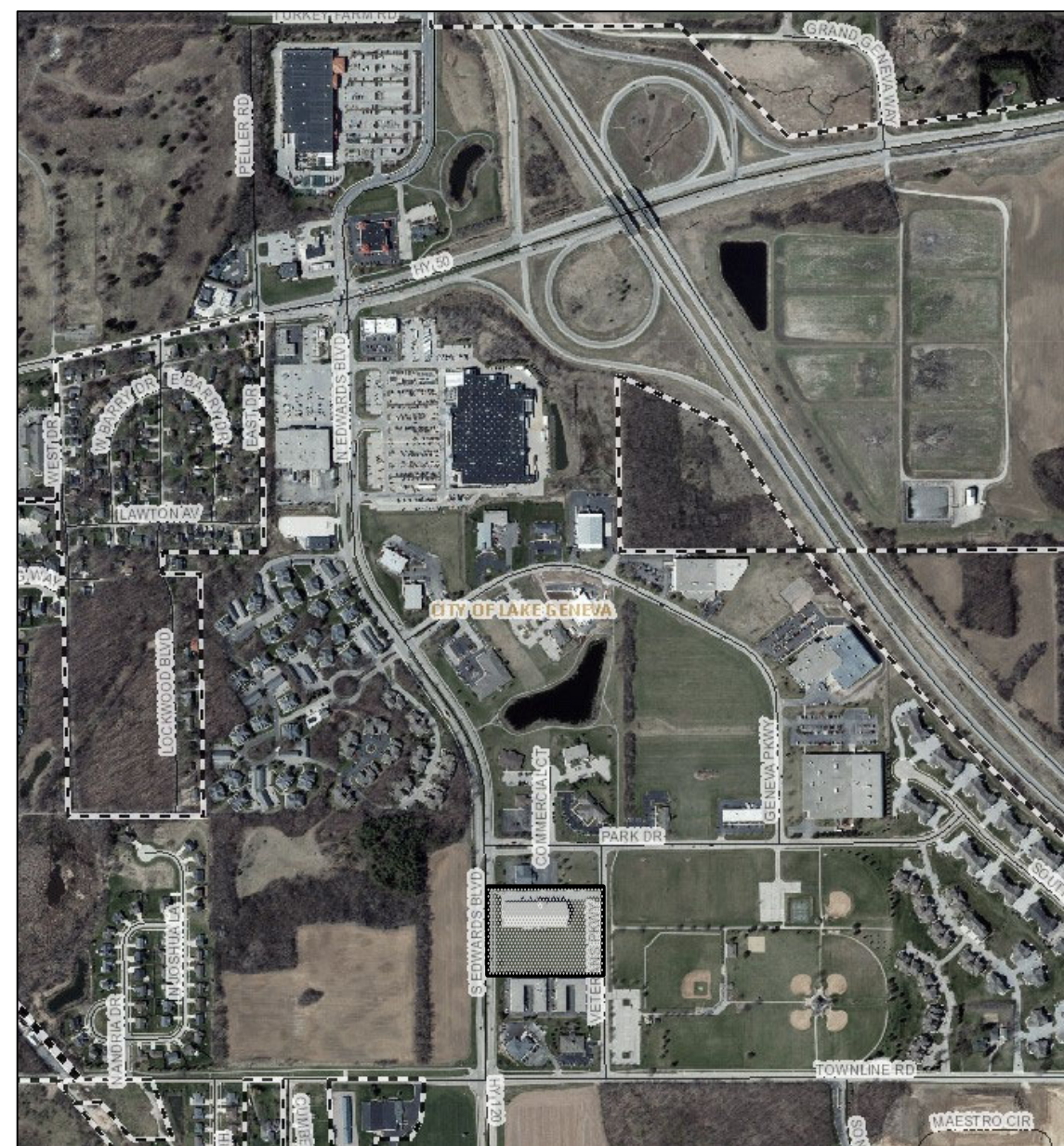


THIS INSTRUMENT DRAFTED
BY CHRISTOPHER A. HODGES
PROJECT: 9464.23
DATE: 05/19/2023
SHEET 3 OF 3 SHEETS

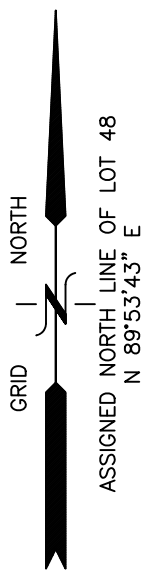
PRECISE IMPLEMENTATION PLAN
SITE, GRADING, DRAINAGE & EROSION CONTROL PLAN
LOTS 48-52, LAKE GENEVA BUSINESS PARK, PHASE II

LOCATED IN PART OF THE SW 1/4 OF THE SE 1/4 OF SECTION 31, TOWN 2 NORTH, RANGE 18 EAST
CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN

EDWARDS BOULEVARD
120' WIDE R.O.W.



PROJECT LOCATION



SITE INDEX

SHEET 1 SITE, GRADING, DRAINAGE & EROSION CONTROL PLAN
SHEET 2 LIGHTING & LANDSCAPING PLAN

SITE SUMMARY

TOTAL LAND AREA 200.431 S.F. 4.60 ACRES
TOTAL AREA DISTURBED 83,540 S.F. (1.92 ACRES) (NOI REQUIRED)

EXISTING BUILDING AREA= 39,000 S.F. 0.90 ACRES 19.5%
EXISTING PAVED AREA= 20,841 S.F. 0.48 ACRES 10.4%
EXISTING GREEN SPACE= 140,590 S.F. 3.23 ACRES 70.1%

PROPOSED BUILDINGS = 16,512 S.F. 0.39 ACRES 8.4%
PROPOSED NEW PAVEMENT AREA = 8,789 S.F. 0.20 ACRES 4.4%
PROPOSED GREEN SPACE REDUCTION AREA = 25,541 S.F. 12.7%

(TOTAL GREEN SPACE AFTER CONSTRUCTION = 115,049 S.F. 57.4%)
PROPOSED NEW PARKING = 30 CARS
EXISTING PARKING TO BE REDUCED BY 3 CARS

ZONING: PBP

FOUNDATION LANDSCAPING REQUIRED: 40 POINTS/100 FT = 235 PTS
FLOOR AREA LANDSCAPING REQUIRED: 10 POINTS/100 SF = 160 PTS
STREET FRONTAGE LANDSCAPING REQUIRED: 40 POINTS/100 FT = 120 PTS
TOTAL: 515 PTS

NOTE: ALL LOTS 48 TO 52 TO BE COMBINED BY
CERTIFIED SURVEY MAP

NOTE: TREE PLANTING IN THE FRONT NEW PLANTING AREA TO BE
TRANSPLANTED (TOTAL OF 6)

PARCEL BOUNDARY AND DIMENSIONS SHOWN HEREON TAKEN FROM A
PLAT OF SURVEY PREPARED BY PETER S. GORDON DATED 9/11/2015
ALSO HAVING A REVISION DATE OF 8/01/2016

NOTE: COPIES OF THIS MAP TO WHICH THE FOLLOWING CERTIFICATE WILL
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COPIES BY ANY OTHER MEANS MAY HAVE ALTERATIONS WHICH DO
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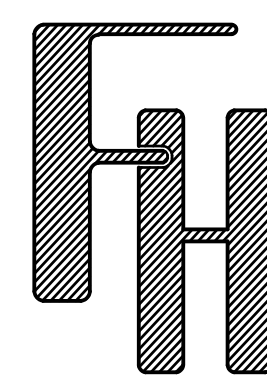
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THE USE OF THE PRESENT OWNERS OF THE PROPERTY, AND ALSO
THOSE WHO PURCHASE, MORTGAGE, OR GUARANTEE THE TITLE THERETO
WITHIN ONE YEAR FROM THE DATE HEREOF.

DATED: 3/27/2023

CHRISTOPHER A. HODGES P.L.S. 2760

- LEGEND**
- | | |
|---|---------------------------------|
| ○ = IRON PIPE FOUND 1 3/8" O.D. | {xxx} = RECORDED AS |
| ● = IRON REBAR FOUND 3/4" O.D. | —> = SANITARY SEWER LINE |
| —xxx— = EXISTING GROUND ELEVATION | —d— = STORM SEWER LINE |
| —xxx— = EXISTING LAND CONTOURS | —w— = WATER MAIN |
| —xxx— = PROPOSED LAND CONTOURS | —g— = BURIED GAS LINE |
| —xxx— = DIRECTION OF WATER FLOW | —e— = BURIED ELECTRICAL SERVICE |
| —xxx— = PROPOSED TOP OF CURB | —s— = SILT FENCE |
| —xxx— = PROPOSED FINISHED GRADE/ELEVATION | ■ = STONE PLANTING BEDS |
| FF = FIRST FLOOR ELEVATION | |

MAP SCALE IN FEET - ORIGINAL 1"=20'



LAKE GENEVA PICKLEBALL
PRECISE IMPLEMENTATION PLAN
800 VETERANS PARKWAY
LAKE GENEVA, WI 53147

SITE, GRADING, DRAINAGE &
EROSION CONTROL PLAN

FARRIS, HANSEN & ASSOCIATES, INC.
ENGINEERING - ARCHITECTURE - SURVEYING
7 RIDGWAY COURT P.O. BOX 437
ELKHORN, WISCONSIN 53121
PHONE: (262) 723-2098 e-mail: office@farris-hansen.com

REVISIONS
4/21/2023 - DHC
SHORTENED BUILDING
AND PARKING
4/22/2023 - DHC
CHANGED SUBC
5/04/2023 - DHC
REVISED SUBC
5/25/2023 - DHC
ADVANCED & CREATE SHIT 2

PROJECT NO.
9464.23
DATE
3/06/2023
SHEET NO.
1 OF 2

PRECISE IMPLEMENTATION PLAN
LIGHTING & LANDSCAPING PLAN
LOTS 48-52, LAKE GENEVA BUSINESS PARK, PHASE II
LOCATED IN PART OF THE SW 1/4 OF THE SE 1/4 OF SECTION 31, TOWN 2 NORTH, RANGE 18 EAST
CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN



PROJECT LOCATION

LAKE GENEVA PICKLEBALL
PRECISE IMPLEMENTATION PLAN
800 VETERANS PARKWAY
LAKE GENEVA, WI 53147

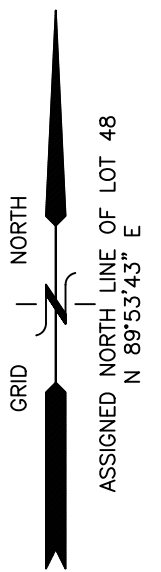
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ELKHORN, WISCONSIN 53121
PHONE: (262) 723-2098 e-mail: office@farris-hansen.com

REVISIONS
2/25/2023 - DHC
CREATED NEW SHEET

PROJECT NO.
9464.23
DATE
3/06/2023
SHEET NO.
2 OF 2

EDWARDS BOULEVARD
120' WIDE R.O.W.



SITE SUMMARY

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DATED: 3/27/2023

CHRISTOPHER A. HODGES P.L.S. 2760

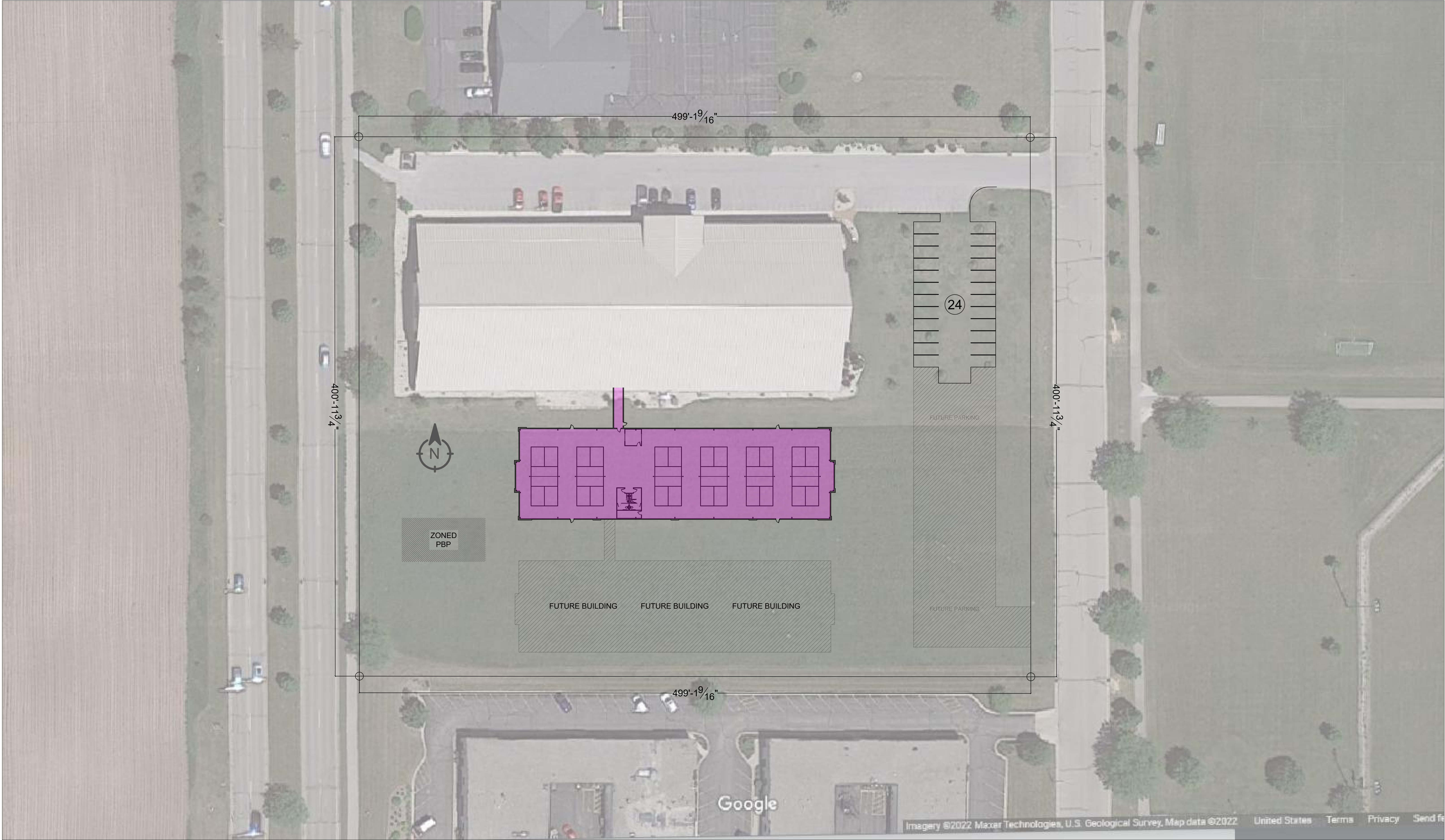
LEGEND

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- = EXISTING GROUND ELEVATION
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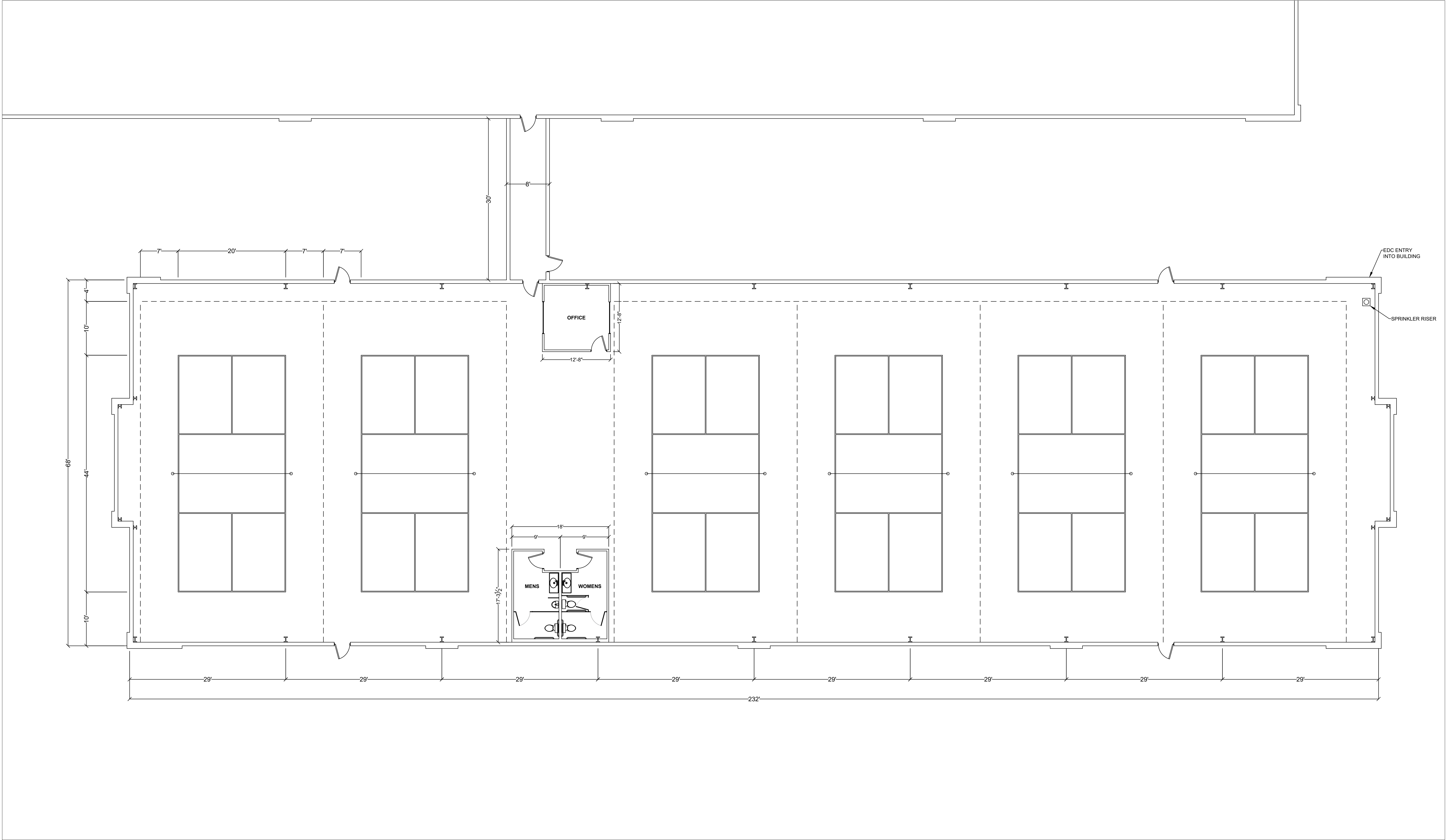
LANDSCAPE PLANTINGS

- (3) 3" GINKGO TREES - CLIMAX TREES - 225 PTS
- (2) 2" MAPLE TREES - TALL DECIDUOUS TREES - 60 PTS
- (4) BURNING BUSHES - TALL DECIDUOUS SHRUBS - 20 PTS
- (2) 1-1/2" CLUMP RIVER BUSHES - MEDIUM DECIDUOUS TREES - 30 PTS
- (20) SPIREA - LOW DECIDUOUS SHRUB - 20 PTS
- (6) ANDORRA JUNIPERS - MEDIUM EVERGREEN SHRUBS - 30 PTS
- (22) DOGWOOD - MEDIUM EVERGREEN SHRUB - 110 PTS
- (4) FLOWERING PLUMS - MEDIUM EVERGREEN SHRUB - 20 PTS
- TOTAL: 515 PTS

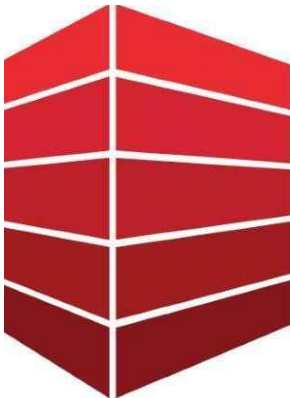
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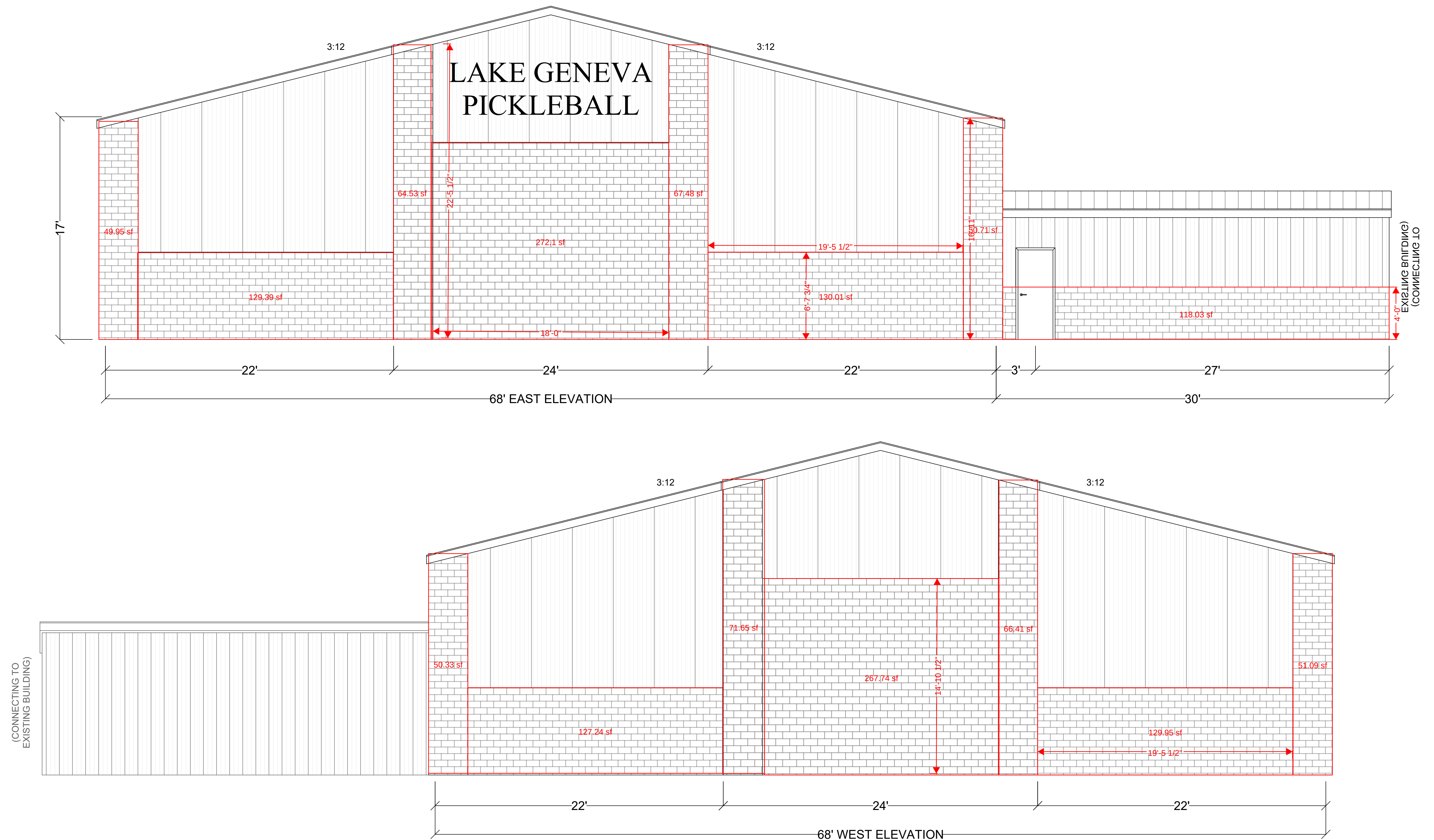
REVISION DATE(S):		SHEET TITLE:	PROJECT NAME:	PROJECT ADDRESS:	4125 TERMINAL DR, SUITE 100 McFARLAND, WI 53558 (608) 833-0900	 ADVANCED BUILDING CORPORATION	SCALE:	SHEET NUMBER:
04/13/2022		SITE PLAN	LAKE GENEVA TENNIS - PICKLEBALL	LAKE GENEVA, WI	COPYRIGHT ADVANCED BUILDING CORPORATION. IT IS UNLAWFUL FOR ANYONE TO USE OR REPRODUCE ALL OR ANY PORTION OF THESE DOCUMENTS WITHOUT THE EXPRESSED WRITTEN PERMISSION OF ABC. THIS DRAWING AND ALL INFORMATION CONTAINED HEREIN REMAIN THE PROPERTY OF ADVANCED BUILDING CORPORATION.		1/32" = 1'-0"	S.1
04/22/2022								
01/19/2023								



REVISION DATE(S):	SHEET TITLE:	PROJECT NAME:	PROJECT ADDRESS:	4125 TERMINAL DR, SUITE 100 McFARLAND, WI 53558 (608) 833-0900	SCALE:	SHEET NUMBER:
04/13/2022	FLOORPLAN	LAKE GENEVA TENNIS - PICKLEBALL	LAKE GENEVA, WI	COPYRIGHT ADVANCED BUILDING CORPORATION. IT IS UNLAWFUL FOR ANYONE TO USE OR REPRODUCE ALL OR ANY PORTION OF THESE DOCUMENTS WITHOUT THE EXPRESSED WRITTEN PERMISSION OF ABC. THIS DRAWING AND ALL INFORMATION CONTAINED HEREIN REMAIN THE PROPERTY OF ADVANCED BUILDING CORPORATION.	1/8" = 1'-0"	S.2
04/22/2022						
01/19/2023						



ADVANCED
BUILDING
CORPORATION



REVISION DATE(S):

04/13/2022	
04/22/2022	
01/19/2023	

SHEET TITLE:

ELEVATIONS

PROJECT NAME:

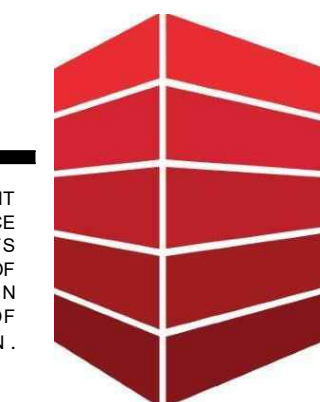
LAKE GENEVA TENNIS - PICKLEBALL

PROJECT ADDRESS:

LAKE GENEVA, WI

4125 TERMINAL DR, SUITE 100
McFARLAND, WI 53558
(608) 833-0900

COPYRIGHT ADVANCED BUILDING CORPORATION. IT IS UNLAWFUL FOR ANYONE TO USE OR REPRODUCE ALL OR ANY PORTION OF THESE DOCUMENTS WITHOUT THE EXPRESSED WRITTEN PERMISSION OF ABC. THIS DRAWING AND ALL INFORMATION CONTAINED HEREIN REMAIN THE PROPERTY OF ADVANCED BUILDING CORPORATION.



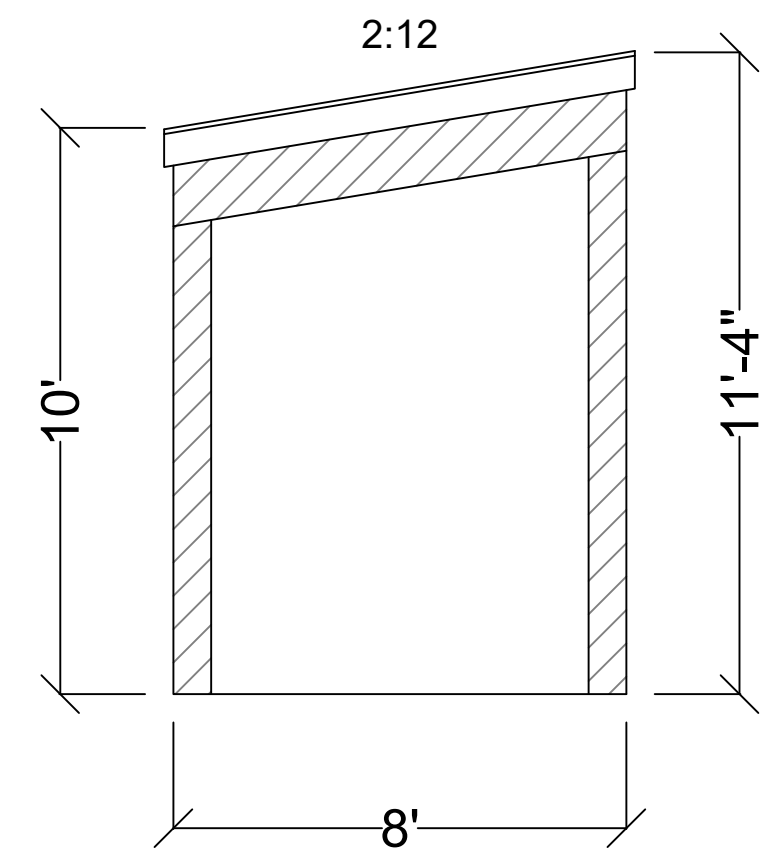
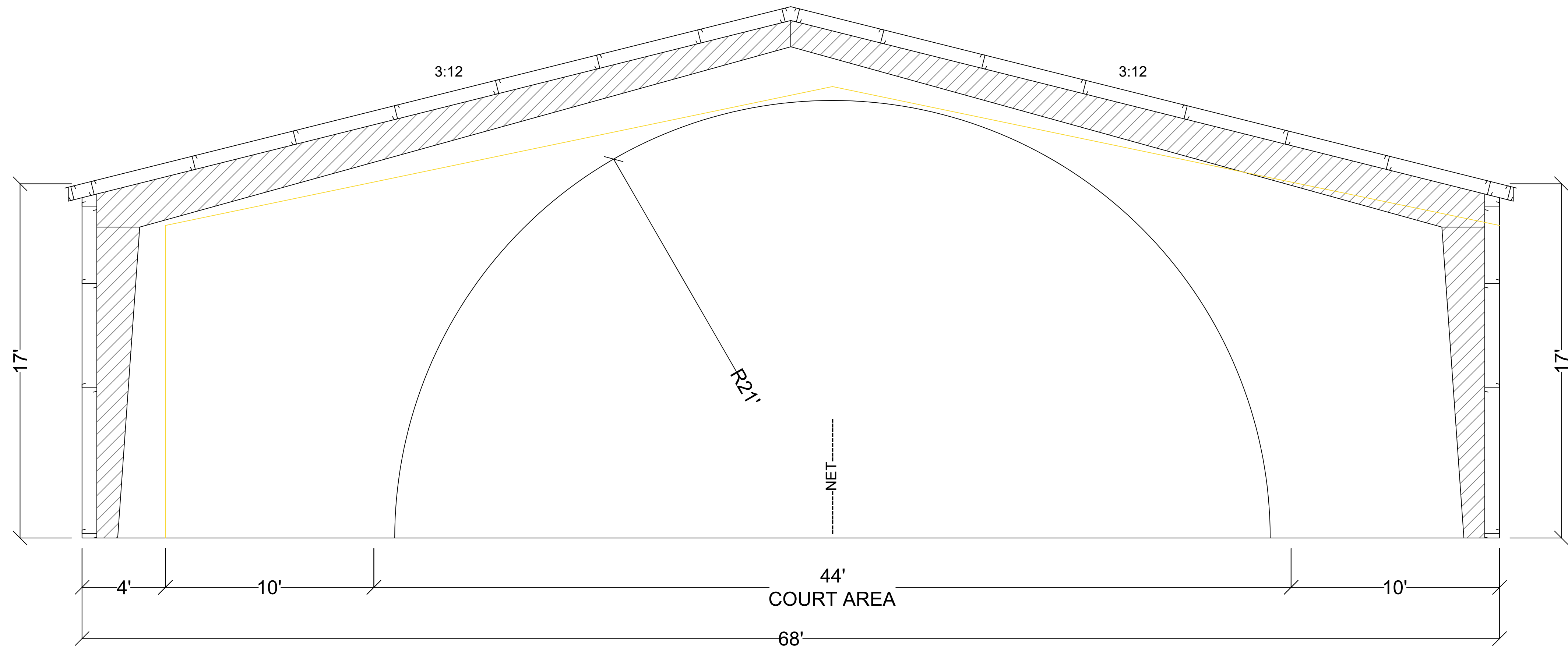
**ADVANCED
BUILDING
CORPORATION**

SCALE:

NTS

SHEET NUMBER:

S.3



REVISION DATE(S):

04/13/2022	
04/22/2022	
01/19/2023	

SHEET TITLE:

SECTIONS

PROJECT NAME:

LAKE GENEVA TENNIS - PICKLEBALL

PROJECT ADDRESS:

LAKE GENEVA, WI

4125 TERMINAL DR, SUITE 100
McFARLAND, WI 53558
(608) 833-0900

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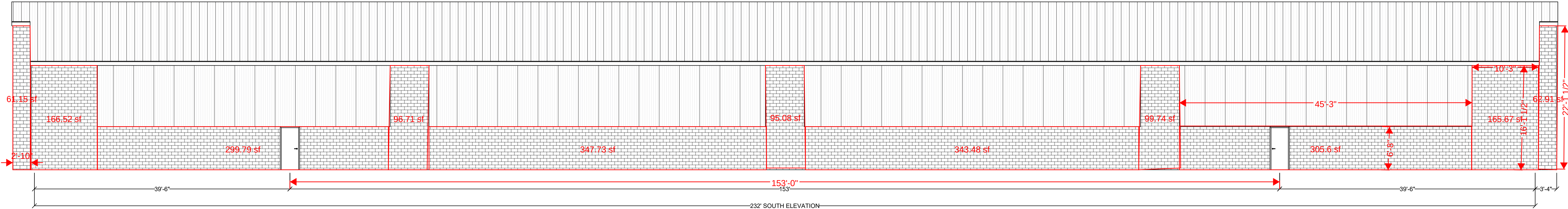
**ADVANCED
BUILDING**
CORPORATION

SCALE:

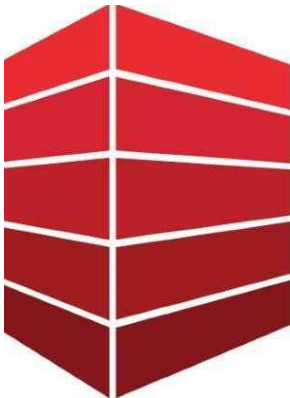
NTS

SHEET NUMBER:

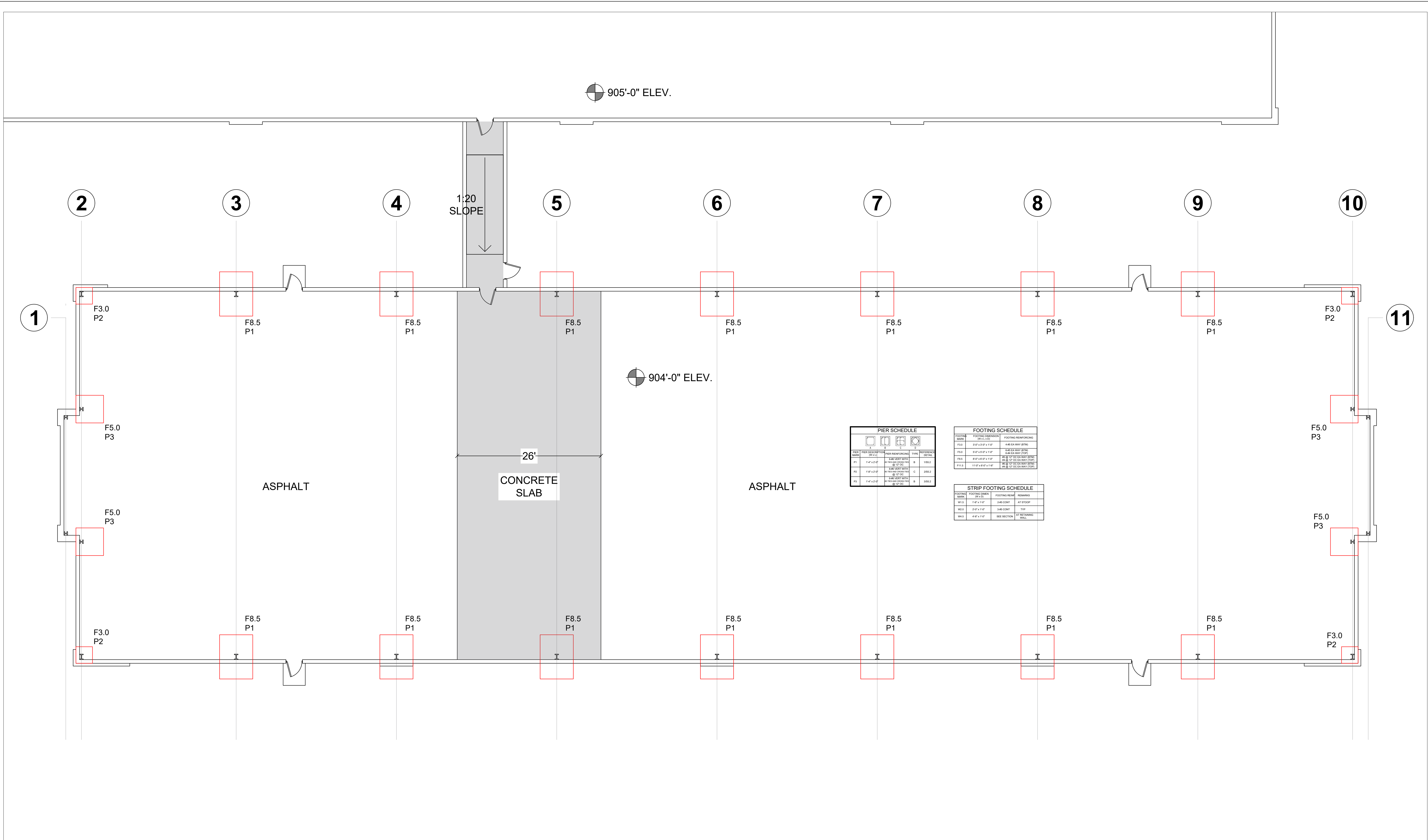
S.4



REVISION DATE(S):	SHEET TITLE:	PROJECT NAME:	PROJECT ADDRESS:	4125 TERMINAL DR, SUITE 100 McFARLAND, WI 53558 (608) 833-0900	SCALE:	SHEET NUMBER:
04/13/2022	ELEVATIONS	LAKE GENEVA TENNIS - PICKLEBALL	LAKE GENEVA, WI	COPYRIGHT ADVANCED BUILDING CORPORATION. IT IS UNLAWFUL FOR ANYONE TO USE OR REPRODUCE ALL OR ANY PORTION OF THESE DOCUMENTS WITHOUT THE EXPRESSED WRITTEN PERMISSION OF ABC. THIS DRAWING AND ALL INFORMATION CONTAINED HEREIN REMAIN THE PROPERTY OF ADVANCED BUILDING CORPORATION.	NTS	S.5
04/22/2022						
01/19/2023						



ADVANCED
BUILDING
CORPORATION



REVISION DATE(S):	SHEET TITLE:	PROJECT NAME:	PROJECT ADDRESS:	4125 TERMINAL DR, SUITE 100 McFARLAND, WI 53558 (608) 833-0900	SCALE:	SHEET NUMBER:
03/30/2023	FOUNDATION PLAN	LAKE GENEVA TENNIS - PICKLEBALL	LAKE GENEVA, WI	COPYRIGHT ADVANCED BUILDING CORPORATION. IT IS UNLAWFUL FOR ANYONE TO USE OR REPRODUCE ALL OR ANY PORTION OF THESE DOCUMENTS WITHOUT THE EXPRESSED WRITTEN PERMISSION OF ABC. THIS DRAWING AND ALL INFORMATION CONTAINED HEREIN REMAIN THE PROPERTY OF ADVANCED BUILDING CORPORATION.	NTS	S.6



4125 Terminal Drive, Suite 100
McFarland, WI 53558

June 2, 2023

PIP Application
Lake Geneva Tennis Club
Pickle Ball Facility
630 Veterans Parkway

Please find enclosed "General Written Description" for the proposed PIP application.

This project is an indoor Pickle Ball facility adjacent to and connected to the current Tennis facility. This facility will allow for indoor pickle ball activities. The architecture of the facility will mimic the Tennis facility except the building will be a bit smaller and less high. The approximate building size is 72'x 232' or 16,704 SF.

The project will also include a (24) stall parking lot on the east side of the property. It will be connected to the existing parking lot within the property lines.

Storm water will be collected on site and piped into the existing storm water system. We understand that on site retention is not required as the regional detention pond has been designed to accommodate the entire development with an allowance for 70% impervious ratio. This development, building and parking is under the 70% threshold.

The property consists of (5) parcels GBP200029 thru GPB200033. These parcels will be combined into a single parcel via a CSM as part of this PIP process. Please see the attached CSM from Farris & Hansen dated 5/19/23. The properties are currently zoned PBP. The use of the Pickle Ball facility is the same as the Tennis facility and is consistent with the master Plan.

Undeveloped portions of the property will be landscaped.

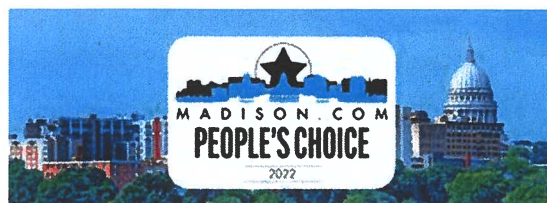
This project does not take exception to any of the zoning standards. There are no plans for the development of outside courts in the future. If needed, future development would include an additional facility with inside courts.

Building signage will mimic the existing tennis facility. A signage permit will be sought when appropriate. There are no plans for any monument signs.

EXPERIENCE

LEADERSHIP

RESULTS





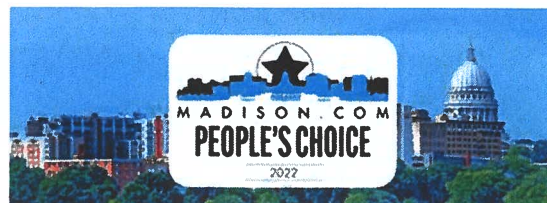
4125 Terminal Drive, Suite 100
McFarland, WI 53558

Sincerely,

A handwritten signature in blue ink, appearing to read "Gary Tree", is written over a white background.

Gary Tree
Vice President- Business Development
4125 Terminal Lane
McFarland, WI 53558
gary@abcmadison.com
O 608.833.0900
F 608.833.8483
C 608.209.2352
<http://abcmadison.com>

EXPERIENCE LEADERSHIP RESULTS





1500 MAIN STREET • UNION GROVE, WI 53182

(262) 878-3763 • FAX (262) 878-3009

May 30, 2023

To whom it may concern:

This letter is to confirm that Lake Geneva Tennis is an existing customer of Community State Bank and that we have pre-approved them for financing in their current expansion request to add an adjacent pickle ball court facility.

We understand the construction cost to be an estimated \$2,285,000 at this time.

Funding of this request will be subject to all the typical terms and conditions of a real estate loan including appraisal, final plans and specs, final underwriting and approval from loan committee, and if applicable, approval from SBA.

If you have any questions, please feel free to contact me at 262-864-2357.

Sincerely,

Bryan Iwicki

VP | Business Banking

biwicki@csb.bank



LAKE GENEVA

ECONOMIC DEVELOPMENT CORPORATION

"OUR LAKE MEANS BUSINESS"

08/10/2023

City of Lake Geneva
626 Geneva Street
Lake Geneva, WI 53147

RE: Proposed new construction of the LG Pickle Ball facility in the LG Business Park.

Dear Sirs;

The Architectural Review Committee of the Lake Geneva Economic Development Corp has reviewed the plans and specifications for the new structure to be built on Lots 49 & 50 in the Lake Geneva Business Park. Items reviewed were the site plan, setbacks building drawings and building materials for the project.

The Board then voted to approve the proposed plans. The LGEDC is confident that the new facility will be an asset to the Lake Geneva Business Park and the City of Lake Geneva.

This project when completed as per plans and specifications will meet all of the "Declaration of Covenants, Conditions, and Restrictions" as per Lake Geneva Business Park Phase II dated May 1, 1996.

The Lake Geneva Economic Development Corp endorses the new Pickle Ball facility plans and recommends consideration for approval by the Lake Geneva Planning Commission and the City of Lake Geneva.

Thank you for your consideration of this project.

Sincerely,

Andrew J. Dammeir
LGEDC Executive Director
908 Wells Street
Lake Geneva, WI 53147
262-248-9731