



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

CITY OF LAKE GENEVA PLAN COMMISSION

MONDAY, JULY 15, 2024 - 6:00 PM

COUNCIL CHAMBERS, CITY HALL

Members:

Mayor Todd Krause, Alderperson Peg Esposito, Commissioners: John Gibbs, Doug Skates, Cindy Forster Fueredi, Jeremy Nafziger, and Kyle Cary

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- Access Code: 9746153**

AGENDA

1. Meeting called to order by Todd Krause
2. Roll Call
3. Approve Minutes of the May 28, 2024, Special Plan Commission meeting as distributed
4. Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to five (5) minutes
5. Acknowledgment of Correspondence
6. Request for an Extraterritorial Jurisdiction (ETJ) Review for a CSM for the proposed property located at W3459 Hwy 50 Lake Geneva. Applicant Walter G. Larkin, PO Box 1327 Lake Geneva, Tax Key No. JG3400012
7. Public Hearing and Recommendation for a Conditional Use Permit (CUP) of a proposed house addition for Cindy Kuesis for the property located at 1420 W. Main Street, Tax Key No. ZYUP00094C zoned Estate Residential – 1 (ER-1)
8. Public Hearing and Recommendation for a Conditional Use Permit (CUP) for the construction of a proposed new single-family house for Robert and Veronica Loquercio of the property located at 1310 W. Main Street, Tax Key No. ZYUP00094N zoned Estate Residential – 1 (ER-1)
9. Public Hearing and Recommendation for a Conditional Use Permit (CUP) for a proposed Commercial Indoor Lodging land use for 190 E. Main Street for Neil Gill, Tax Key No. ZA370600001 zoned Planned Business (PB)
10. Request for a Site Plan Review for 120 Broad Street for the property zoned Central Business (CB)

to place a Mural on the north-facing wall, Tax Key No. ZOP00346 Applicant Jennifer Keefe, 17788 Golden Wolf Court, Nevada City, CA

11. Request for a Site Plan Review for 214 Broad Street. for the property zoned Central Business (CB) to place a Mural on the south or west-facing wall, Tax Key No. ZOP00256 Applicant Bruce Bennett, 214 Broad Street, Lake Geneva
12. Update on 2024 Annual Comprehensive Plan Amendment Process (no applications received) – Vandewalle & Associates
13. Presentation and discussion of draft update to the City of Lake Geneva Sign Code – Vandewalle & Associates
14. Building and Zoning Administrators report update on new single-family housing units and short-term housing units
15. Adjournment

QUORUM OF CITY COUNCIL MEMBERS MAY BE PRESENT

Requests from persons with disabilities, who need assistance in order to participate in this meeting, should be made to the City Clerk's office, in order for appropriate Accommodations.

CITY OF LAKE GENEVA SPECIAL PLAN COMMISSION MINUTES
TUESDAY, MAY 28, 2024 - 6:00 PM
COUNCIL CHAMBERS, CITY HALL

Members: Mayor Todd Krause, Alderperson Peg Esposito, Commissioners: John Gibbs, Doug Skates, Cindy Forster Fueredi, Jeremy Nafziger, and Kyle Cary

Meeting called to order by Mayor Krause
Mayor Krause called the meeting to order at 6:02 p.m.

Roll Call
Present: Krause, Esposito, Skates, Foster-Fueredi, Gibbs, Nafziger
Absent: Cary

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to five (5) minutes
No public comments

Acknowledgment of Correspondence
No correspondence

Public Hearing and Recommendation for a Zoning Map Amendment application filed by Bloomfield Holdings, LLC to assign permanent zoning of Single Family Residential – 4 (SR-4) for the property located at 875 Townline Road, Tax Key No. No. MB 500003
Commissioner Skates states he will recuse himself from Item #5 on the agenda.

Alderperson Esposito asked for confirmation of proper notice for Public Hearing. Attorney Draper confirms proper notice has been completed.

Brian Pollard presented details and answered commission member's/city staff questions related to the Zoning Map Amendment application to assign permanent zoning of Single Family Residential for property located at 875 Townline Road, Tax Key No. MB 500003.
City Planner Mich provides comments related to a Public Hearing and Recommendation for the Zoning Map Amendment. The staff has reviewed the proposal and feels the annexation is consistent with the Comprehensive Plan.

No public comment.

Motion by Forster-Fueredi to close public hearing, second by Gibbs. Motion carried. 6-0.
Motion by Mayor Krause to approve, second by Gibbs. Motion carried. 6-0.

Alderperson Esposito expressed concerns about the Plan Commission not having more time to review and discuss details before approval.

City Planner Mich states staff have been discussing issues, and they have been addressed in the development agreement. Also, the staff does feel comfortable with the development agreement as it currently appears. City Planner Mich explains, the main components of the development proposed are captured in the development agreement, and the site design will be worked out through the general development plan and precise implantation plan process.

Attorney Draper reiterates that this vote is only for the assigning of zoning for this parcel, and then at the Council level is when you discuss the pre-annexation agreement and annexation.

Motion by Forster-Fueredi to approve, second by Gibbs. No discussion. The motion carried by a 5-1 vote with Esposito voting no.

Adjournment

Motion by Skates to adjourn, second by Esposito. Motion carried 6-0. The meeting adjourned at 6:09 p.m.

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date:
July 15, 2024

Agenda Item: #6

Applicant:

Walter Larkin
PO Box 1327
Lake Geneva, WI 53147

Request: Larkin CSM review in the Town of Geneva creating a separate buildable lot (Lot 1) Tax Key No. JG3400012 (W3459 HWY 50)

Description:

This request is to approve a Certified Survey Map (CSM) by creating a separate buildable lot (Lot 1) located in the Town of Geneva on Tax Key No. JG3400012 with access to HWY 50 (W3459 HWY 50).

This request is to approve the proposed Certified Survey Map Project No. ____ for the property located on HWY 50. The land separation will create 1 buildable lot with this request.

The 1 newly created lot:

1. 44510 square feet (1.022 acres)

Action by the Plan Commission:

Recommendation to the Common Council on the proposed (CSM)

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

- Provide the Common Council with a *recommendation* regarding the proposed CSM review.

Staff Recommendation on the proposed

1. Staff recommends that the Plan Commission recommend *approval* of the Certified Survey Map (CSM): as submitted per Kapur review correspondence dated June 11, 2024 and approval from Walworth County Land Use Zoning.

Memo to City of Lake Geneva

To: Fred Walling, Zoning Administrator **Date:** June 11, 2024

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

CC: Dave Nord – City Administrator
Amanda Rotondi – Building and Zoning Administrative Assistant
Tom Earle – Director of Public Works
Josh Gajewski – Utility Director

Subject: CSM REVIEW – Extraterritorial Parcel JG3400012 (Town of Geneva)
Lot 1

BACKGROUND AND REQUEST: We have completed a review of a Certified Survey Map prepared by Kristin Belongia of Batterman Engineering. Our review was conducted to determine compliance with Chapter 236 of the Wisconsin State Statutes, Chapter 66 of the City of Lake Geneva Municipal Code, and good surveying practices.

Certified Survey Map Comments:

- *None*

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

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



May 20, 2024

Attn: Fred Walling
City of Lake Geneva
626 Geneva Street
Lake Geneva, WI 53147

RE: 1-Lot Certified Survey Map - W3459 Highway 50, Lake Geneva

Dear Fred:

Attached please find the following submittal items for a 1-lot land division of 1.022 acres of the larger parcel located at W4359 Highway 50 in the Town of Geneva (extraterritorial). The purpose of this survey is to allow for single-family home on the remainder 18+ acres. The driveway access for the new home will be shared with the existing access for the existing home at W4359 Highway 50. A new 50' wide access and utility easement will be granted with the Certified Survey Map. In 2017, a rezone of a portion 1.022 acres of the new land division to R-1 zoning was approved. No rezone will be necessary for this land division.

1. Application and fee of \$150.
2. One full-size copy of the Certified Survey Map.

Please place this item on your June 17th Plan Commission meeting. If you have any questions or need any additional information, please contact us.

Respectfully,

R.H. BATTERMAN & CO., INC.
Engineers | Surveyors | Planners

Kristin J. Belongia

Kristin J. Belongia, PLS
Vice President of Survey

City of Lake Geneva

APPLICATION FOR LAND DIVISION REVIEW



CERTIFIED SURVEY MAP or



SUBDIVISION PLAT

NAME AND ADDRESS OF CURRENT OWNER:

Walter G. Larkin

P. O. Box 1327 Lake Geneva, WI 53147

TELEPHONE NUMBER OF CURRENT OWNER: (317) 224 - 6174

OWNER SIGNATURE:

Walter G. Larkin

EMAIL ADDRESS: WLDEADWOOD@SBCGLOBAL.NET

PROJECT ADDRESS W3459 Hwy 50 Lake Geneva, WI 53147 TAX KEY NUMBER: JG3400012

NAME AND ADDRESS OF APPLICANT:

Walter G. Larkin

P. O. Box 1327 Lake Geneva, WI 53147

TELEPHONE NUMBER OF APPLICANT: (317) 224 - 6174

EMAIL ADDRESS: WLDEADWOOD@SBCGLOBAL.NET

NAME AND ADDRESS OF SURVEYOR:

Krisitn Belongia

1040 N. Wisconsin Street Elkhorn, WI 53121

TELEPHONE NUMBER OF SURVEYOR: (262) 379-2250

SHORT STATEMENT DESCRIBING PURPOSE OF APPLICATION:

To create a separate buildable lot.

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.

18 May 2024

DATE

Walter J. Luper

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:

Project Address: W 3459 HWY 50 LAKE GENEVA, WI 53147

Parcel No. JG3400012

Name: WALTER G. LARKIN

Address: PO BOX 1327

LAKE GENEVA, WI 53147

Cell Phone: (317) - 224 - 6174 Phone: (312) - 320 - 1315

Email: WLDEADWOOD@SBCGLOBAL.NET

Dated this 18TH Day of MAY, 2024

WALTER G. LARKIN

Printed Name of Applicant / Petitioner

Walter G. Larkin

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

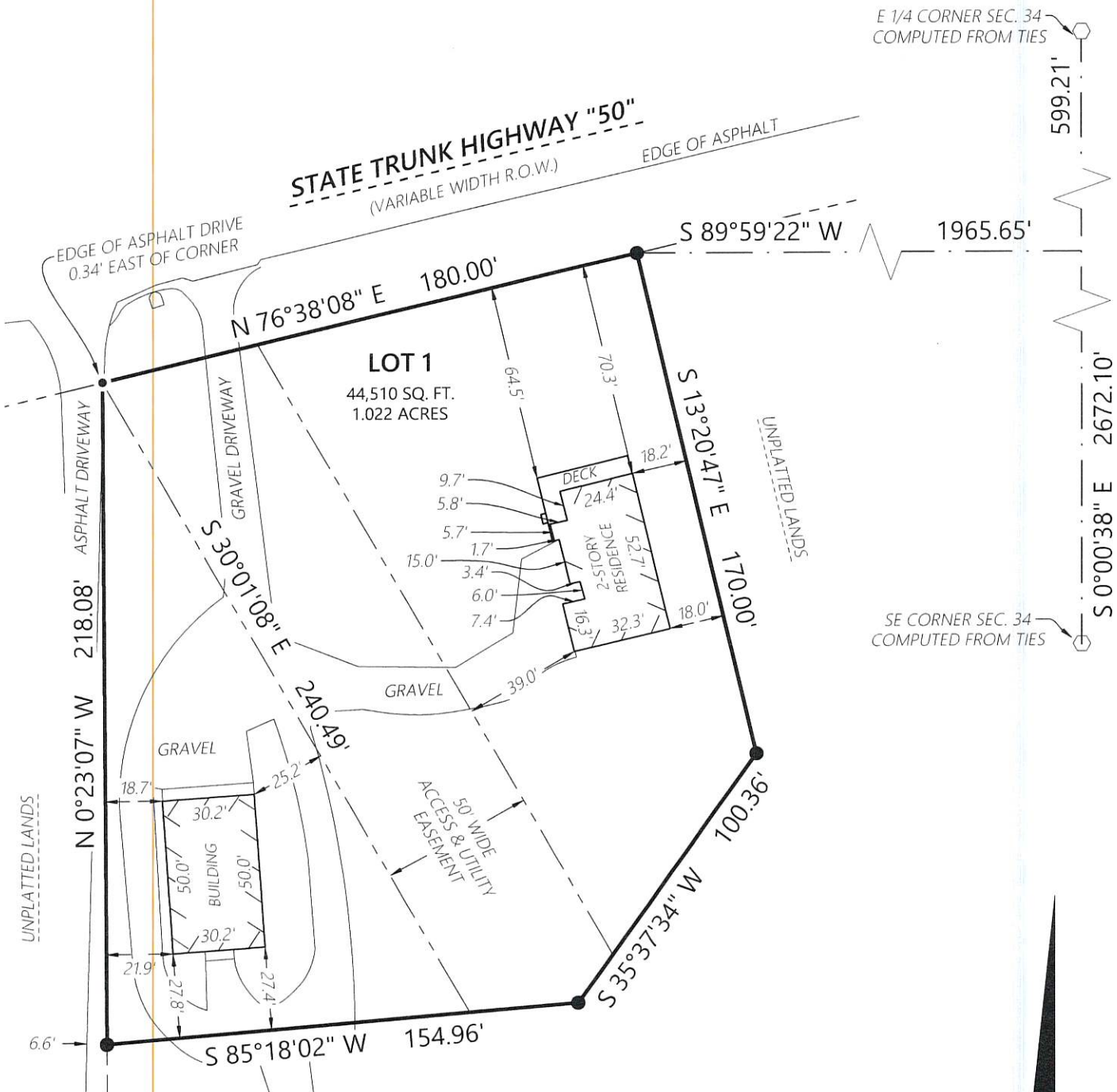
(2) Fees for Procedures Requested by the City of Lake Geneva: There shall be no fee in the case of applications filed in the public interest by the Common Council or the Plan Commission, other agency, or official of the City of Lake Geneva.

(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.

CERTIFIED SURVEY MAP No. _____

PART OF THE NW 1/4 OF THE SE 1/4 OF SECTION 34,
TOWNSHIP 2 NORTH, RANGE 17 EAST, OF THE 4TH P.M.,
TOWN OF GENEVA, WALWORTH COUNTY, WISCONSIN.



MONUMENT KEY

LEGEND

- Iron Rebar Set
3/4" x 24" (1.5 Lbs./Ft.)
 - Mag Nail Set
 - Section Corner
Monument Found
- Existing Boundary Line
 - - - Existing Right-of-Way
 - - - Existing Adjacent Property
 - - - Existing Easement Line
 - - - Existing Section Line

Scale: 1" = 50'

0 25 50 100

DISTANCE UNITS BASED ON THE UNITED STATES SURVEY FOOT

BEARINGS BASED ON THE WISCONSIN COORDINATE REFERENCE SYSTEM, WALWORTH ZONE. THE SOUTHERLY RIGHT-OF-WAY LINE OF STATE TRUNK HIGHWAY "50" BEARING N 76° 38' 08" E

ORDER NO: 35044

FIELD CREW: BMR
DRAWN BY: BMR
SHEET 1 OF 4

FOR THE EXCLUSIVE USE OF:
Walter G. Larkin
P.O. Box 1327
Lake Geneva, WI 53147

Batterman
engineers surveyors planners
BELOIT | ELKHORN | JANESVILLE
2857 S. Bartells Dr., Beloit, WI 53511
608.365.4464 | www.rhbatterman.com



CERTIFIED SURVEY MAP No. _____

PART OF THE NW 1/4 OF THE SE 1/4 OF SECTION 34,
T. 2 N., R. 17 E., OF THE 4TH P.M., TOWN OF GENEVA,
WALWORTH COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE OF COMPLIANCE WITH STATUTE

State of Wisconsin }
County of Walworth } ss. I, Kristin J. Belongia, a Professional Land Surveyor, do hereby certify that I have surveyed and mapped part of the Northwest 1/4 of the Southeast 1/4 of Section 34, T. 1 N., R. 17 E., of the 4th P.M., Town of Geneva, Walworth County, Wisconsin.

DESCRIBED AS FOLLOWS: Commencing at the East 1/4 corner of Section 34 (T. 1 N., R. 17 E.); thence South 0°00'38" East along the East line of the Southeast 1/4 of Section 34 aforesaid a distance of 599.21 feet to a point; thence South 89°59'22" West a distance of 1965.65 feet to a set 3/4" iron rebar being the point of beginning of lands hereinafter described; thence South 13°20'47" East a distance of 170.00 feet to a set 3/4" iron rebar; thence South 35°37'34" West a distance of 100.36 feet to a set 3/4" iron rebar; thence South 85°18'02" West a distance of 154.96 feet to a set 3/4" iron rebar; thence North 0°23'07" West a distance of 218.08 feet to a set Mag Nail; thence North 76°38'08" East a distance of 180.00 feet to the point of beginning.

Said lands containing 44,510 square feet (1.022 acres) more or less.

Subject to any easements, agreements, covenants and restrictions, recorded or unrecorded.

That such map is a correct representation of all exterior boundaries of the land surveyed and the division of that land. That I have made such survey, division and map by the direction of the Owner(s) of said land, and that I have complied fully with the provisions of Section 236.34 of the Wisconsin Statutes in surveying, dividing and mapping the same.

Given under my hand and seal this ____ day of _____, 2024 at Elkhorn, Wisconsin.

Last day of field work _____, 2024

ORDER NO: 35044	FOR THE EXCLUSIVE USE OF: Walter G. Larkin P.O. Box 1327 Lake Geneva, WI 53147	Batterman engineers surveyors planners BELOIT ELKHORN JANESVILLE 2857 S. Bartells Dr., Beloit, WI 53511 608.365.4464 www.rhbatterman.com	
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CERTIFIED SURVEY MAP NO. _____

PART OF THE NW 1/4 OF THE SE 1/4 OF SECTION 34,
T. 2 N., R. 17 E., OF THE 4TH P.M., TOWN OF GENEVA,
WALWORTH COUNTY, WISCONSIN.

OWNER'S CERTIFICATE

I, Walter G. Larkin, Owner of the land described in the foregoing description, do hereby certify that I have caused the land described on this map to be surveyed, divided, mapped and dedicated as represented on the map. I also certify that this map is required to be submitted to the following for approval or objection: Walworth County, Town of Geneva, and City of Lake Geneva (Extraterritorial Plat Jurisdiction).

WITNESS the hand and seal of said Owner, this _____ day of _____, 2024.

Walter G. Larkin, Owner

State of Wisconsin } ss. Personally came before me, this _____ day of _____, 2024, the
County of _____ } above-named Walter G. Larkin, to me known to be the person who executed the
foregoing certificate and acknowledged the same.

Notary Public, _____ County, Wisconsin

My Commission Expires _____

ORDER NO: 35044	FOR THE EXCLUSIVE USE OF: Walter G. Larkin P.O. Box 1327 Lake Geneva, WI 53147	Batterman engineers surveyors planners BELOIT ELKHORN JANESVILLE 2857 S. Bartells Dr., Beloit, WI 53511 608.365.4464 www.rhbatterman.com	
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CERTIFIED SURVEY MAP NO. _____

PART OF THE NW 1/4 OF THE SE 1/4 OF SECTION 34,
T. 2 N., R. 17 E., OF THE 4TH P.M., TOWN OF GENEVA,
WALWORTH COUNTY, WISCONSIN.

WALWORTH COUNTY APPROVAL CERTIFICATE

Approved by Resolution of the Walworth County Zoning Agency this ____ day of _____, 2024.

Rick Stacey, Chairman

TOWN OF GENEVA APPROVAL CERTIFICATE

Approved by the Town Board of the Town of Geneva this ____ day of _____, 2024.

Chairperson, Town of Geneva Board

CITY OF LAKE GENEVA EXTRATERRITORIAL APPROVAL CERTIFICATE

Resolved that this Certified Survey Map is hereby approved by the Common Council of the City of Lake Geneva, Wisconsin.

Todd Krause, Mayor

I hereby certify that the foregoing is a copy of a resolution adopted by the Common Council of the City of Lake Geneva, Wisconsin, this ____ day of _____, 2024.

Lana Kropf, City Clerk

ORDER NO: 35044	FOR THE EXCLUSIVE USE OF: Walter G. Larkin P.O. Box 1327 Lake Geneva, WI 53147	Batterman engineers surveyors planners BELOIT ELKHORN JANESVILLE 2857 S. Bartells Dr., Beloit, WI 53511 608.365.4464 www.rhbatterman.com	
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STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: July 15, 2024

Agenda Item #7

Applicant:

Cindy Kuesis
79 Hawthorne Rd
Barrington Hills, IL

Request:

1420 W. Main Street
Proposed Conditional Use Permit for an addition
to a single-family residence utilizing SR-4 Zoning
District requirements in the ER-1 Zoning District

Description:

The applicant is submitting a proposal for a Conditional Use Permit (CUP) for an addition to an existing single-family residence located at 1420 W. Main Street. The property is located in the Estate Residential ER-1 zoning district and is seeking use of certain SR-4 zoning standards, per Section 98-407(3). All surrounding properties are also zoned ER-1.

On the north side of the house, the applicant proposes a new, two-story wing of the building oriented north-south, containing a garage and porte-cochere and covered walkway. On the south side, facing the lake, the applicant proposes a new detached accessory structure (pavilion)

The lot is approximately 1.4 acres. The existing home footprint is approximately 3,005 square feet. With the addition, the home footprint will be approximately 4,847 square feet. The house design features multiple hipped gables. The addition will match the existing home in style and materials. Building materials include stone veneer, horizontal siding, and shakes.

This property is located within the Lakeshore Overlay Zoning District (Section 98-505). The Lakeshore Overlay Zoning District is applied to all lands within 100 feet of Geneva Lake, and it significantly limits the amount of development that can occur there. The proposed addition and pavilion are well outside of the Lakeshore Overlay Zoning District area.

Easements for the Geneva Shore Path and utilities have been provided.

Staff Review:

The proposed building addition maintain the house's existing setbacks to the north an est. The proposed addition will project to the north but remains within the required front yard setbacks for the ER-1 district. The proposed second story addition complies with the ER-1 Zoning District's maximum height standard of 35 feet.

The proposed project seeks the use of the following SR-4 Zoning District Standards:

- Side lot line setback: On the east side of the property, the proposed addition utilizes a side lot line setback that ranges between 7 feet 9 inches and 14 feet 10 inches; this does not meet the standards of the ER-1 Zoning District (30 feet) but complies with the minimum side yard setback of 6 feet and combined 15 feet in the SR-4 District.
- Minimum dwelling unit separation: The project does not meet the minimum 60-foot separation between dwelling units established by the ER-1 Zoning District, but it does meet the minimum 12 feet of separation established by the SR-4 District.

The proposed site plan results in 75.3% Landscaped Surface Ratio, meeting the minimum LSR requirement of 60%. Because impervious surface is being added with the building addition, the City requires a stormwater management study, which has been reviewed by Kapur.

Overall, the proposed project complies with all applicable requirements of Section 98-206(1) pertaining to Residential land uses, Table 98-402: Residential Bulk Standards, and the requirements of Section 98-407(3) pertaining to the use of SR-4 Zoning Standards in the ER-1 Zoning District.

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.
2. Staff recommends the Plan Commission adopt the *affirmative set of findings* provided under A.1-6., 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 Cindy Kuesis, 79 Hawthorne Rd, Barrington Hills, IL, for the proposed use of the SR-4 zoning standards per Section 98-407(3) for an addition to a single-family residence at the property located at 1420 W. Main Street, Tax Key No. ZYUP 00094C, in the ER-1 Zoning District, 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 S Cindy Kuesis, 79 Hawthorne Rd, Barrington Hills, IL, for the proposed use of the SR-4 zoning standards per Section 98-407(3) for an addition to a single-family residence at the property located at 1420 W. Main Street, Tax Key No. ZYUP 00094C, in the ER-1 Zoning District, including the dissenting set of findings, and any additional conditions of recommended by staff, because [provide rationale for denial, based on substantial evidence].*

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

Memo to City of Lake Geneva

To: Fred Walling, Zoning Administrator **Date:** May 13, 2024

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

CC: John Engerman
Dave Nord – City Administrator
Amanda Rotondi – Building and Zoning Administrative Assistant
Tom Earle – Director of Public Works
Josh Gajewski – Utility Director

Subject: **CONDITIONAL USE RECOMMENDED APPROVAL – 1420 Main Street**
Kapur Project No. 23.0151 Phase 20

BACKGROUND AND REQUEST:

A Conditional Use application was submitted for the construction of a proposed new 2-car garage, covered walkway and new two story in-family suite at 1420 Main Street (PIN ZYUP00094C). The proposed improvements will increase the impervious surface on site by approximately 2,215 SF. A rain garden is proposed consistent with WDNR Technical Standards 1009 to address the stormwater management requirements of the site.

The following plan and calculations were submitted for review:

- **Kuesis Residence 1420 Main Street Architectural Site Plan** (For Reference Only), prepared by CoBu Architecture Studio, one sheet dated March 15, 2023.
- **Rain Garden Exhibit**, prepared by Cardinal Engineering, 4 sheets with exhibit dated April 29, 2024.

Comments:

Kapur has reviewed the conditional use application and recommends approval based on the following conditions:

1. City records indicate that the water service to the existing structure may be located along the north property line. The water service may have been tapped off the service line to the structure at 1412 Main. Construction is proposed in the vicinity of the existing water service line. Additional research and field visits are required for the Utility to determine if reorganization of the water service is necessary.
2. A sewer service inspection is required prior to reuse of the existing sewer lateral. Coordination with the Utility Department is required.
3. The required sanitary sewer easement and pedestrian path easement are shown on the plans. The easement language and recording document shall be submitted for staff review prior to final recording with the County.



4. Silf fence or other appropriate perimeter control shall be provided at the downslope of disturbance. Erosion control measures must be installed prior to upland disturbance and remain in place until the upstream area has been stabilized.
5. Tracking of construction site sediment and debris is prohibited on roadways. Should tracking occur, street sweeping may be required at the expense of the applicant.
6. Existing drainage conditions must be maintained. Downspouts shall not be directed at adjacent properties.

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.



1420 W. Main St.

Dear planning commission members,

Please review the enclosed materials with regard to the Kuesis Residence at 1420 W. Main St. We wish to add a carriage house type addition to the East side of the property. It will enhance our already estate type setting and create the spatial stimuli in keeping with the existing properties and scale found on larger estates within the ER-1 district. All improvements fall well below the regulated impervious site requirements.

The detached pavilion at the lakeside is consistent with an outdoor living space created 2 doors to the East and constructed just a few years ago.

The new garage and porte-cochere will permit the owners boat and automobiles to be stored inside.

An opening at the porte-cochere will allow for a golf cart or pedestrian access the lakeside of the home.

The existing home does not meet current ER-1 setbacks, as well as numerous similar properties. Granting a conditional use is consistent with past rulings within the same area.

Our post construction impervious surface ratio is still a low value at 24.69% of lot coverage.

We trust this proposal will be met in a positive light in it's keeping with good design principles.

MAILING ADDRESS

W3411 LINTON ROAD • LAKE GENEVA, WISCONSIN 53147

LOCATED AT

LINTON ROAD AND SOUTH SHORE DRIVE

PHONE (262) 248-9210 • FAX (262) 248-9463 • E-MAIL jengerman@EngermanContracting.com • www.EngermanContracting.com

APPLICATION FOR CONDITIONAL USE

City of Lake Geneva

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

1420 W. MAIN STREET. TAX PARCEL 2YUP-94C. SEE
LEGAL DESCRIPTION ENCLOSED ON ABELL SURVEY. OCT 1995.

Name and Address of Current Owner: Cindy Kuesis, 79 Hawthorne Rd.,
Barrington Hills, IL 60010

Telephone No. with area code & Email of Current Owner: 630-452-1492
CKuesis@comcast.net

Owner Signature: Cindy Kuesis

Name and Address of Applicant: SAA

Telephone No. with area code & Email of Applicant: SAA

Proposed Conditional Use: ADDITION TO EXISTING HOME. ACCY
STRUCTURE IN REAR YARD - LAKESIDE

Zoning District in which land is located: ER-1

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

CORU ARCHITECTURE 111 N. AVE. SUITE 207 BARRINGTON, IL. 60010
CARDINAL ENGINEERING 526 WELLS ST. LAKE GENEVA, WI.

Short statement describing activities to take place on site:

CONSTRUCTION OF ATTACHED GARAGE AND MOTORCOURT.
CONSTRUCTION OF ACCY STRUCTURE - OPEN PAVILLION @ LAKESIDE

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

3/16/24
Date

Cindy Kuesis
Signature of Applicant

**CITY OF LAKE GENEVA PROCEDURAL CHECKLIST FOR:
CONDITIONAL USE REVIEW AND APPROVAL (Requirements per Section 98-905)**

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

I. RECORDATION OF ADMINISTRATIVE PROCEDURES

____ Pre-submittal staff meeting scheduled:

Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

Follow-up pre-submittal staff meetings scheduled for:

____ Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

____ Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

____ Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

____ Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

____ Application form filed with Zoning Administrator: Date: _____ by: _____

____ Application fee of \$ 400 received by Zoning Administrator: Date: 5-2 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: 5-2-24 by: _____

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

Date: _____ by: _____

____ ☒ (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.

____ ☒ (b) A map, such as the Land Use Plan Map, of the generalized location of the subject property in relation to the City as a whole:

____ ☒ (c) A written description of the proposed conditional use describing the type of activities, buildings, and structures proposed for the subject property and their general locations;

___ In the legend, data for the subject property on:

- ☒ Lot Area;
- ☒ Floor Area;
- ☒ Floor Area Ratio (b/a);
- ☒ Impervious Surface Area;
- ☒ Impervious Surface Ratio (d/a);
- ☒ Building Height.

___ (d) **A Detailed Landscaping Plan of the subject property:**

Residential
Fred City's
NOT NECESSARY.

- ___ Scale same as main plan (> or equal to 1" equals 100')
- ___ Map reduction at 11" x 17"
- ___ Showing the location of all required buffer yard and landscaping areas
- ___ Showing existing and proposed Landscape Point fencing
- ___ Showing berm options for meeting said requirements
- ___ Demonstrating complete compliance with the requirements of Article VI
- ___ Providing individual plant locations and species, fencing types and heights, and berm heights;

☒ ___ (e) **A Grading and Erosion Control Plan:**

- ___ Same scale as the main plan (> or equal to 1" equals 100')
- ___ Map reduction at 11" x 17"
- ___ Showing existing and proposed grades including retention walls and related devices, and erosion control measures.

☒ ___ (f) **Elevation Drawings of proposed buildings or remodeling of existing buildings:**

- ☒ Showing finished exterior treatment;
- ___ With adequate labels provided to clearly depict exterior materials, texture, color and overall appearance;
- ___ Perspective renderings of the proposed project and/or photos of similar structures may be submitted, but not in lieu of adequate drawings showing the actual intended appearance of the buildings.

NOTE: Initiation of Land Use or Development Activity: Absolutely no land use or development activity, including site clearing, grubbing, or grading shall occur on the subject property prior to the approval of the required site plan. Any such activity prior to such approval shall be a violation of law and shall be subject to all applicable enforcement mechanisms and penalties.

NOTE: Modification of an Approved Site Plan: Any and all variation between development and/or land use activity on the subject property and the approved site plan is a violation of law. An approved site plan shall be revised and approved via the procedures of Subsections 98-908(2) and (4) so as to clearly and completely depict any and all proposed modifications to the previously approved site plan, prior to the initiation of said modifications.

III.FINAL APPLICATION PACKET INFORMATION

___ Receipt of 1 full scale copy in blue line or black line
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: 5-8 by: _____

N/A

- ___ Operational considerations relating to potential nuisance creation pertaining to noncompliance with the performance standards addressed in Article VII (Sections 98-701-98-721) including: street access, traffic visibility, parking, loading, exterior storage, exterior lighting, vibration, noise, air pollution, odor, electromagnetic radiation, glare and heat, fire and explosion, toxic or noxious materials, waste materials, drainage, and hazardous materials;
- ___ If no nuisances will be created (as indicated by complete and continuous compliance with the provisions of Article VII), then include the statement "The proposed development shall comply with all requirements of Article VII.";
- ___ Exterior building and fencing materials (Sections 98-718 and 98-720);
- ___ Possible future expansion and related implications for points above;
- ___ Any other information pertinent to adequate understanding by the Plan Commission of the intended use and its relation to nearby properties.

- ✓ ___ (b) **A Small Location Map** at 11" x 17" showing the subject property, all properties within 300 feet, and illustrating its relationship to the nearest street intersection. (A photocopy of the pertinent section of the City's Official Zoning Map with the subject property clearly indicated shall suffice to meet this requirement.)

- ✓ ___ (c) **A Property Site Plan drawing which includes:**
- ___ A title block which indicates the name, address and phone/fax number(s) of the current property owner and/or agent(s) (developer, architect, engineer, planner) for project;
 - ___ The date of the original plan and the latest date of revision to the plan;
 - ___ A north arrow and a graphic scale (not smaller than one inch equals 100 feet);
 - ___ A reduction of the drawing at 11" x 17";
 - ___ A legal description of the subject property;
 - ___ All property lines and existing and proposed right-of-way lines with bearings and dimensions clearly labeled;
 - ___ All existing and proposed easement lines and dimensions with a key provided and explained on the margins of the plan as to ownership and purpose;
 - ___ All required building setback lines;
 - ___ All existing and proposed buildings, structures, and paved areas, including building entrances, walks, drives, decks, patios, fences, utility poles, drainage facilities, and walls;
 - ___ The location and dimension (cross-section and entry throat) of all access points onto public streets;
 - ___ The location and dimension of all on-site parking (and off-site parking provisions if they are to be employed), including a summary of the number of parking stalls provided versus required by the Ordinance;
 - ___ The location and dimension of all loading and service areas on the subject property and labels indicating the dimension of such areas;
 - ___ The location of all outdoor storage areas and the design of all screening devices;
 - ___ The location, type, height, size and lighting of all signage on the subject property to include a photometric plan;
 - ___ The location, height, design/type, illumination power and orientation of all exterior lighting on the subject property -- including the clear demonstration of compliance with Section 98-707;
 - ___ All engineering requirements for utilities, site designs, etc;
 - ___ The location and type of any permanently protected green space areas;
 - ___ The location of existing and proposed drainage facilities for storm water;

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

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

III. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

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

THE PROPOSED CONSTRUCTION WILL ONLY ADD TO THE
"ESTATE NATURE" AS IDENTIFIED WITHIN THE
ER-1 ZONING DISTRICT.

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

THE PROPOSED STRUCTURES ARE WELL WITHIN PAST CONSIDERATION
GRANTED BY CITY OFFICIALS TO OTHER PETITIONERS FOR
PROJECTS OF SIMILAR SCOPE.

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?

WE FEEL THESE DESIGNS ONLY ENHANCE THE PROPERTY
AND SURROUNDING NEIGHBORS.

4. How does the proposed conditional use maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property?

THE PROPOSED ADDITIONS AND EXISTING STRUCTURE OCCUPIES
A SMALL PERCENTAGE OF AVAILABLE PROPERTY AND
MAINTAINS A LOW IMPERVIOUS RATIO.

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?

ALL EXISTING AND ANY FUTURE INFRASTRUCTURE
REMAINS UNIMPEDED AND ACCESSIBLE.

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?

REQUESTS AND REQUIREMENTS AS SET FORTH BY CITY PLANNERS
AND ADMINISTRATORS SERVE TO SOLIDIFY AND CREATE
RECORDED EASEMENTS AND STORMWATER MANAGEMENT THAT WOULD
NOT EXIST UNLESS THIS APPLICATION IS GRANTED IN THE
COMMON GOOD!

IV. FINAL APPLICATION PACKET INFORMATION

- ____ Receipt of 1 full scale copy in blue/line or black/line
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: _____

Cindy Kuesis

1420 W Main St., Lake Geneva, WI 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:

ADDITIONS TO EXISTING HOME

Project Address:

1420 W. Main St., Lake Geneva, WI

Parcel No.

Name:

Cindy Kuesis

Address:

79 Hawthorne Rd.

Barrington Hills, IL 60010

Cell Phone: (630) - 452 - 1492

Phone: () - -

Email: CKuesis@Comcast.net

Dated this 16th Day of March, 2024

Cindy Kuesis

Printed Name of Applicant / Petitioner

Cindy Kuesis

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:

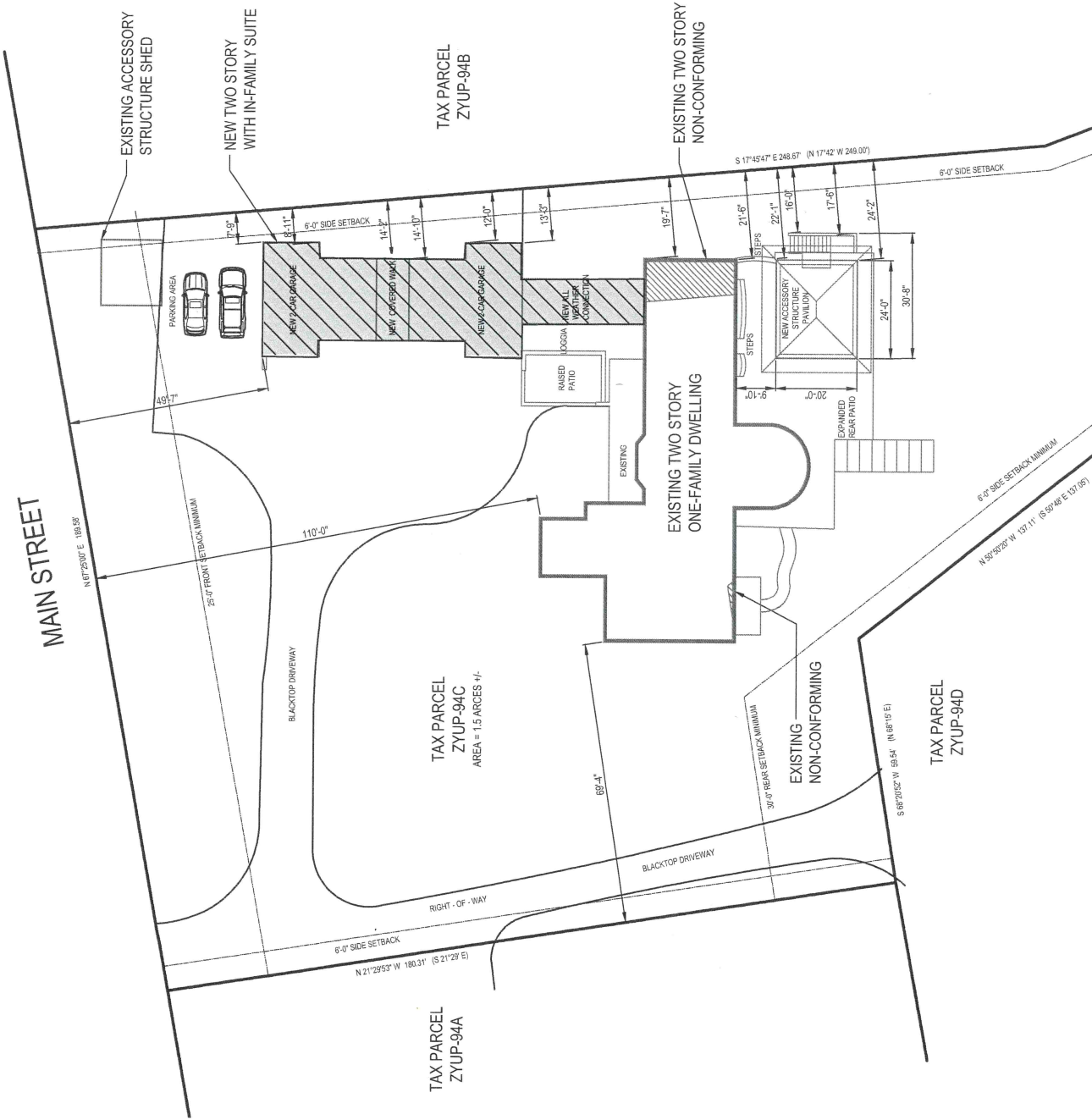
(1) Fees for Procedures or Permits Requested by a Private Party: The fees for the procedures and permits established by this Chapter shall be established by resolution of the Common Council of the City of Lake Geneva

(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.

Kuesis Residence / Single-Family Home Addition
1420 W Main Street
Lake Geneva, Wisconsin



ZONING:	
SR-4 ZONING DISTRICT TERMS:	
MAXIMUM BUILDING COVERAGE ALLOWED:	40%
MAXIMUM ACCESSORY BUILDING COVERAGE ALLOWED:	10%
MINIMUM LANDSCAPE SURFACE RATIO:	50%
FRONT SETBACK: 25'	
SIDE SETBACK HOUSE: 6', TOTAL BOTH SIDES: 15'	
SIDE SETBACK ACCESSORY: 3'	
REAR SETBACK: 30'	
MINIMUM PAVED SURFACE SIDE SETBACK: 5'	
MAXIMUM HEIGHT DWELLING UNIT: 35'	
MAXIMUM HEIGHT OF ACCESSORY STRUCTURE: 15'	
1420 W MAIN STREET LOT INFORMATION:	
ZONING DISTRICT: ER-1	
FILING CONDITIONAL USE UNDER ZONING DISTRICT SR-4	
LOT AREA: 62,516 SF (1.5 ACRES +/-)	
EXISTING BUILDING COVERAGE:	3,005 SF
EXISTING ACCESSORY STRUCTURE COVERAGE:	240 SF
EXISTING FLOOR AREA:	240 SF
ACCESSORY STRUCTURE:	240 SF
FIRST FLOOR:	2,127 SF
UPPER FLOOR:	3,005 SF
ATTIC FLOOR:	2,127 SF (CALCULATED MORE THEN EXISTING)
TOTAL FLOOR AREA:	7,499 SF TOTAL
EXISTING FLOOR AREA RATIO:	12%
7,499 SF (TOTAL BUILDING AREA) / 62,516 SF (TOTAL AREA OF LOT)	
PROPOSED BUILDING COVERAGE: 7.75%	
PROPOSED BUILDING COVERAGE:	7,75%
EXISTING BUILDING COVERAGE:	3.005%
EXISTING BUILDING FOOTPRINT:	1,842 SF (INCLUDES COVERED WALKWAY)
PROPOSED BUILDING FOOTPRINT TOTAL SF:	4,847 SF TOTAL
PROPOSED ACCESSORY BUILDING COVERAGE: 92%	
92% SF (62,516 SF X 100 = 92%)	
EXISTING ACCESSORY STRUCTURE FOOTPRINT:	240 SF
PROPOSED ACCESSORY STRUCTURE FOOTPRINT:	335 SF
PROPOSED ACCESSORY STRUCTURE FOOTPRINT TOTAL SF:	575 SF TOTAL

CōBū ARCHITECTURE STUDIO
111 North Avenue, Suite 207
Barrington, IL 60010
312-410-1260
MARCH 15, 2023



1 ARCHITECTURAL SITE PLAN (FOR REFERENCE ONLY)





PROPOSED FRONT ELEVATION

SCALE: 1/4" = 1'-0" at 22x34 (1/8" = 1'-0" at 11x17)

Kuesis Residence / Single-Family Home Addition
1420 W Main Street
Lake Geneva, Wisconsin

CōBŪ ARCHITECTURE STUDIO

111 North Avenue, Suite 207
Barrington, IL 60010
312-410-1260

APRIL 10, 2024





PROPOSED REAR ELEVATION (EAST)

SCALE: 1/4" = 1'-0" at 22x34 (1/8" = 1'-0" at 11x17)

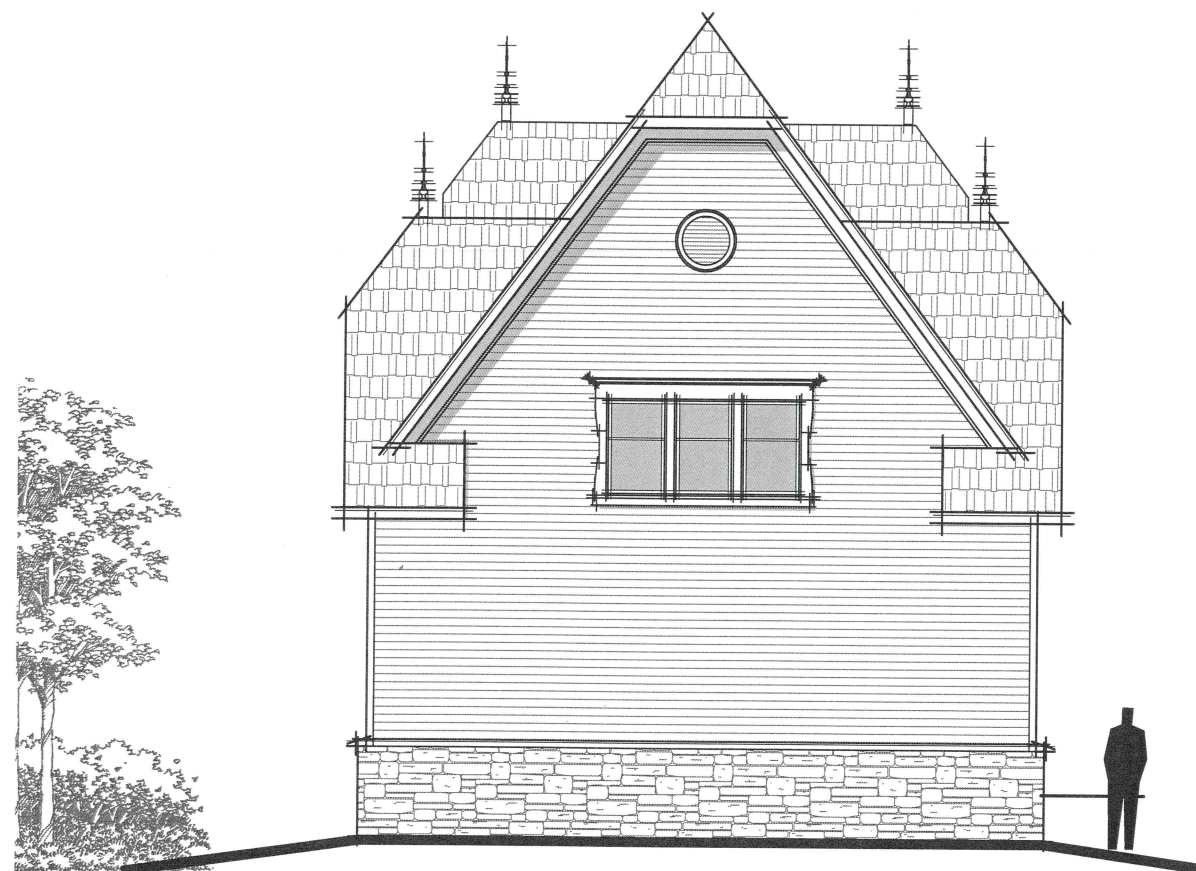
Kuesis Residence / Single-Family Home Addition
1420 W Main Street
Lake Geneva, Wisconsin

CōBŪ ARCHITECTURE STUDIO

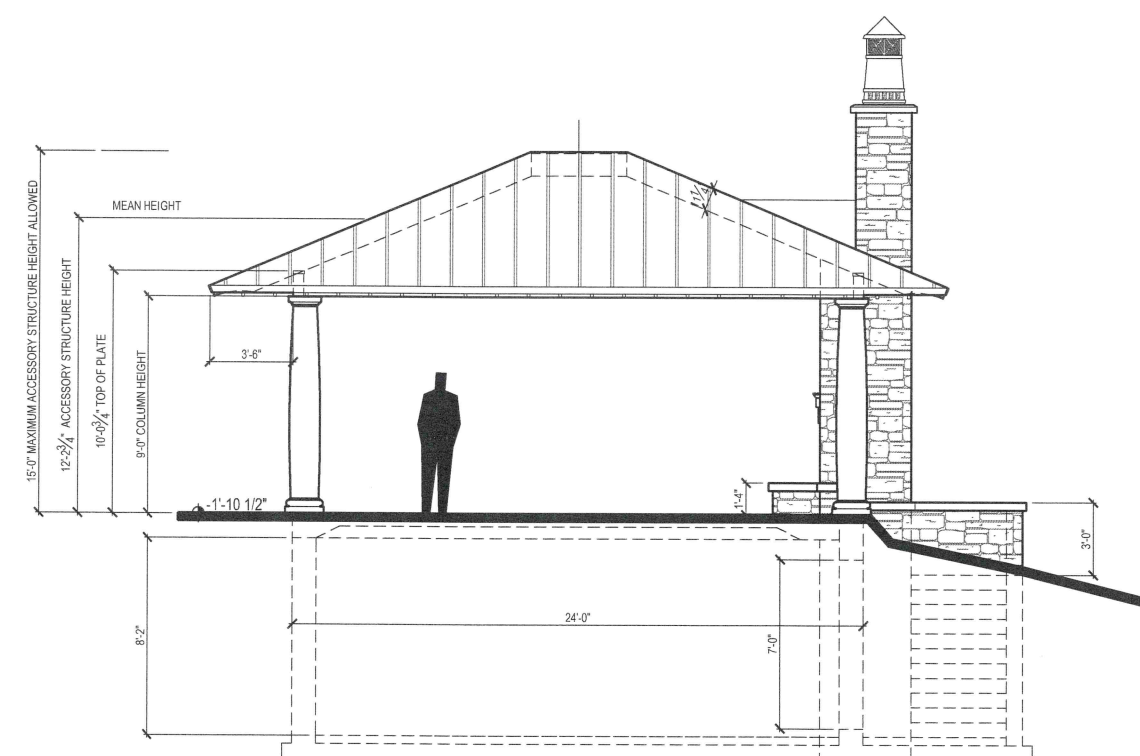
111 North Avenue, Suite 207
Barrington, IL 60010
312-410-1260

APRIL 10, 2024

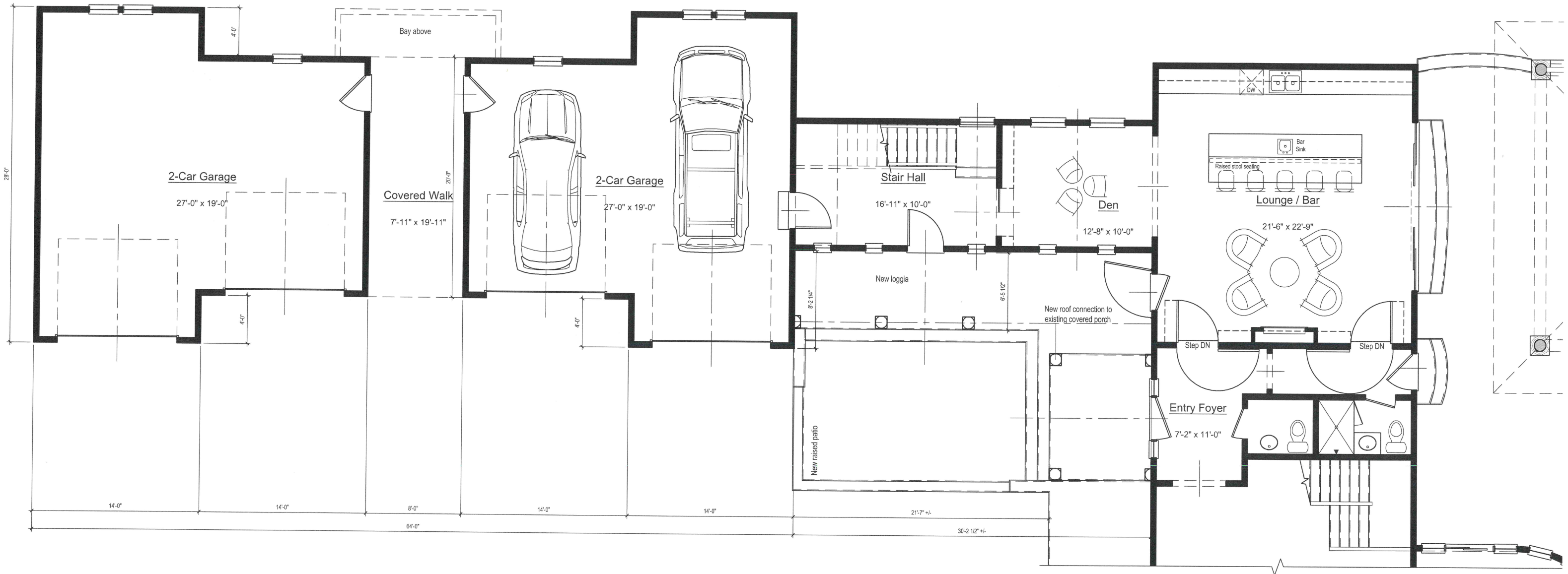




PROPOSED LEFT ELEVATION
 SCALE: 1/4" = 1'-0" at 22x34 (1/8" = 1'-0" at 11x17)



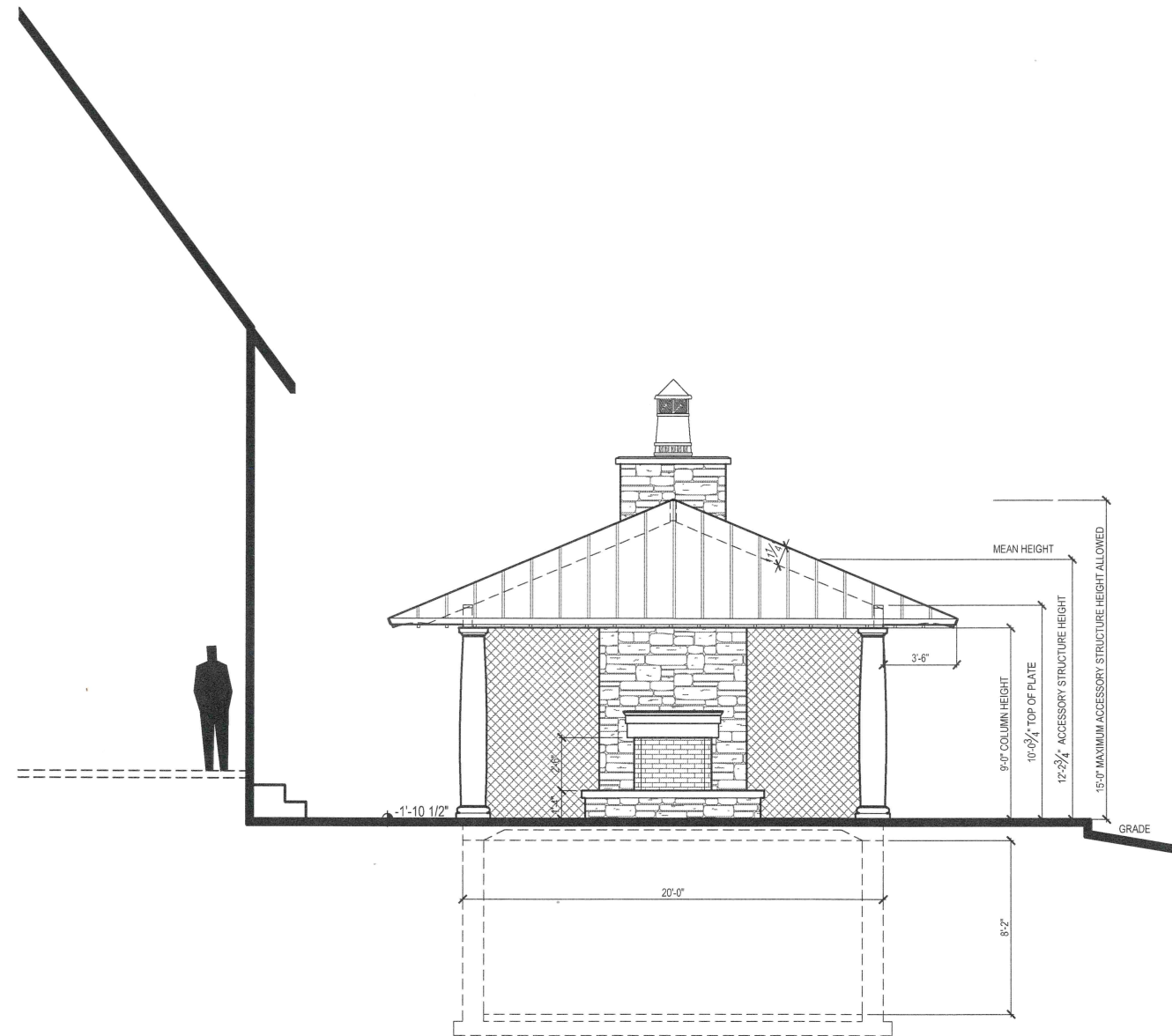
PAVILION - RIGHT ELEVATION
 SCALE: 1/4" = 1'-0" at 22x34 (1/8" = 1'-0" at 11x17)



MAIN FLOOR

SCALE: 1/4" = 1'-0" at 22x34 (1/8" = 1'-0" at 11x17)





PAVILION - FRONT ELEVATION

SCALE: 1/4" = 1'-0" at 22x34 (1/8" = 1'-0" at 11x17)

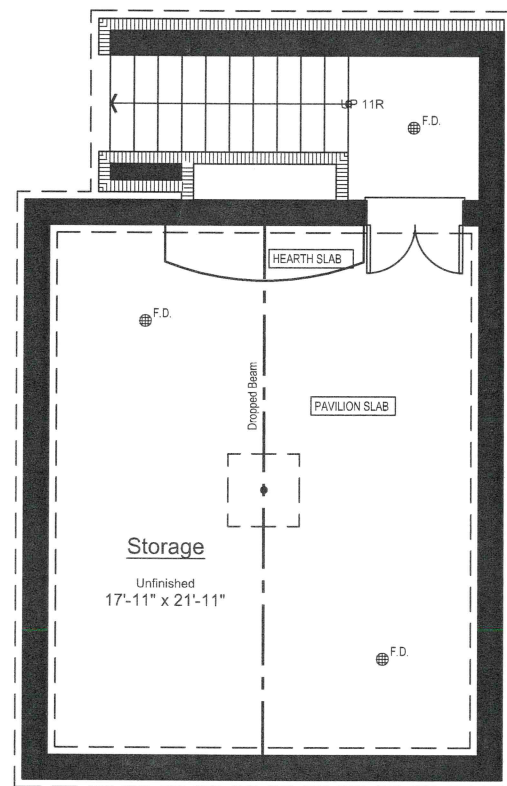
Kuesis Residence / Single-Family Home Addition
1420 W Main Street
Lake Geneva, Wisconsin

CōBŪ ARCHITECTURE STUDIO

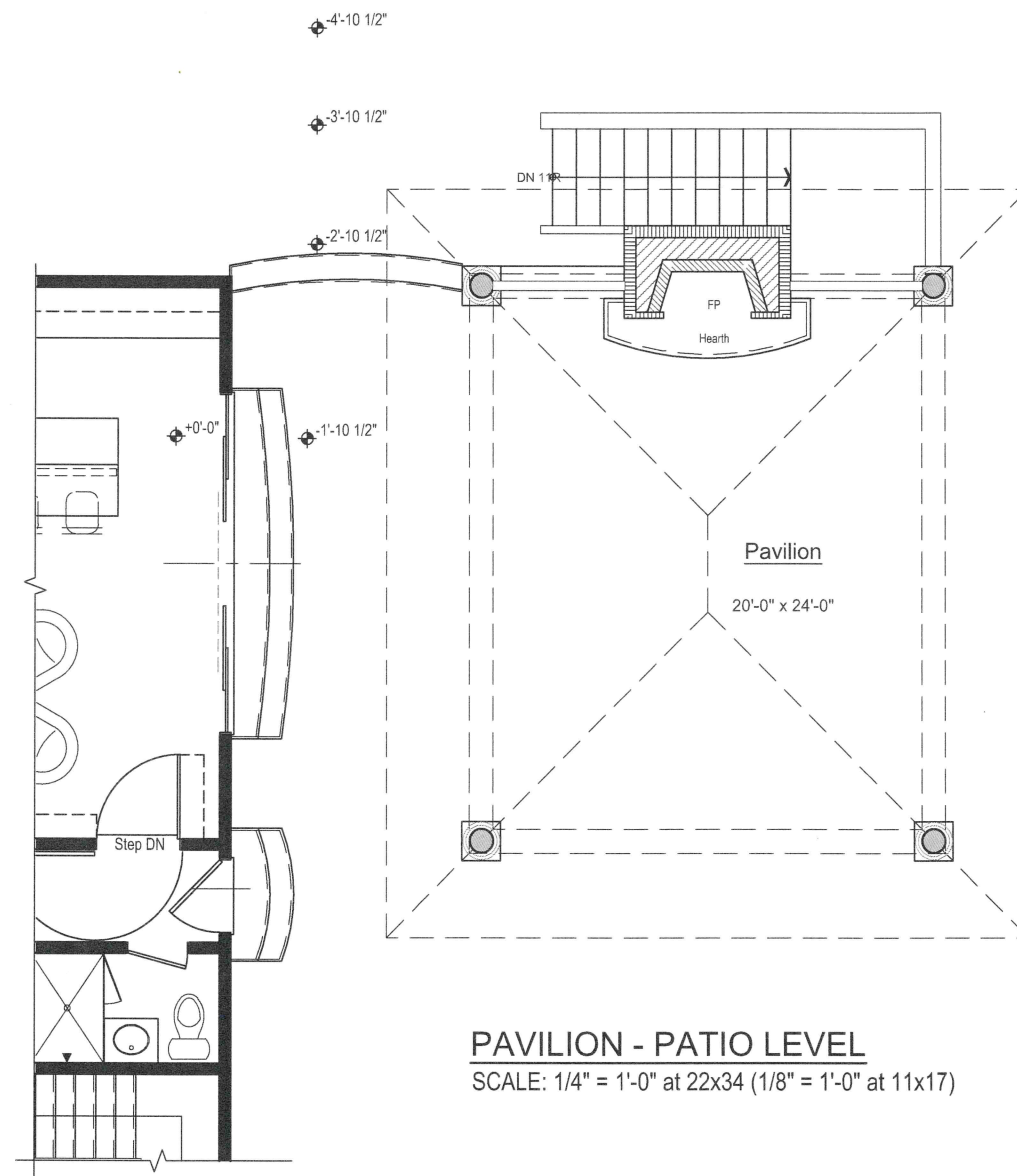
111 North Avenue, Suite 207
Barrington, IL 60010
312-410-1260

APRIL 10, 2024

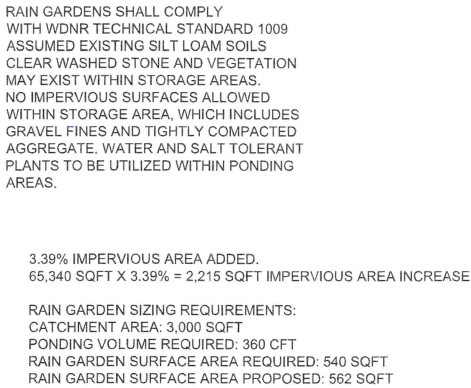




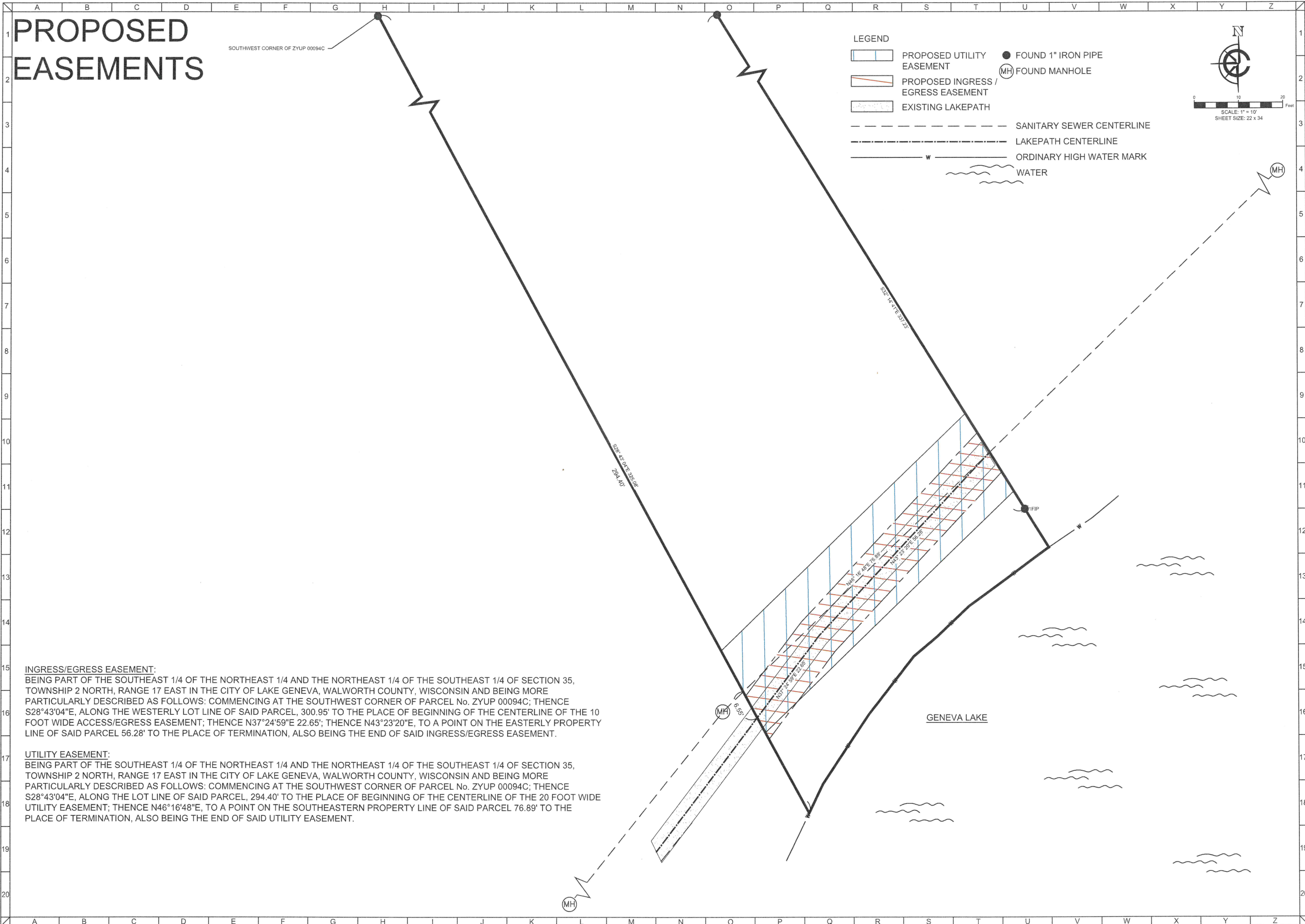
PAVILION - FOUNDATION
 SCALE: 1/4" = 1'-0" at 22x34 (1/8" = 1'-0" at 11x17)



PAVILION - PATIO LEVEL
 SCALE: 1/4" = 1'-0" at 22x34 (1/8" = 1'-0" at 11x17)



SHEET NUMBER
1 OF 4



CLIENT

1420 MAIN STREET
CITY OF LAKE GENEVA, WALWORTH COUNTY

PERMIT SET

SHEET NAME



CARDINAL
PLAN•SURVEY•ENGINEER
DESIGNING IN TRUE DIRECTIONS

1200 LA SALLE STREET,
LAKE GENEVA, WI 53147
262-757-8776
PLANSURVEYENGINEER.COM

NO.	REVISION DESCRIPTION	REV DATE

SCALE1 IN:10 FT

PROJECT NUMBER24163

DATE5/1/2024

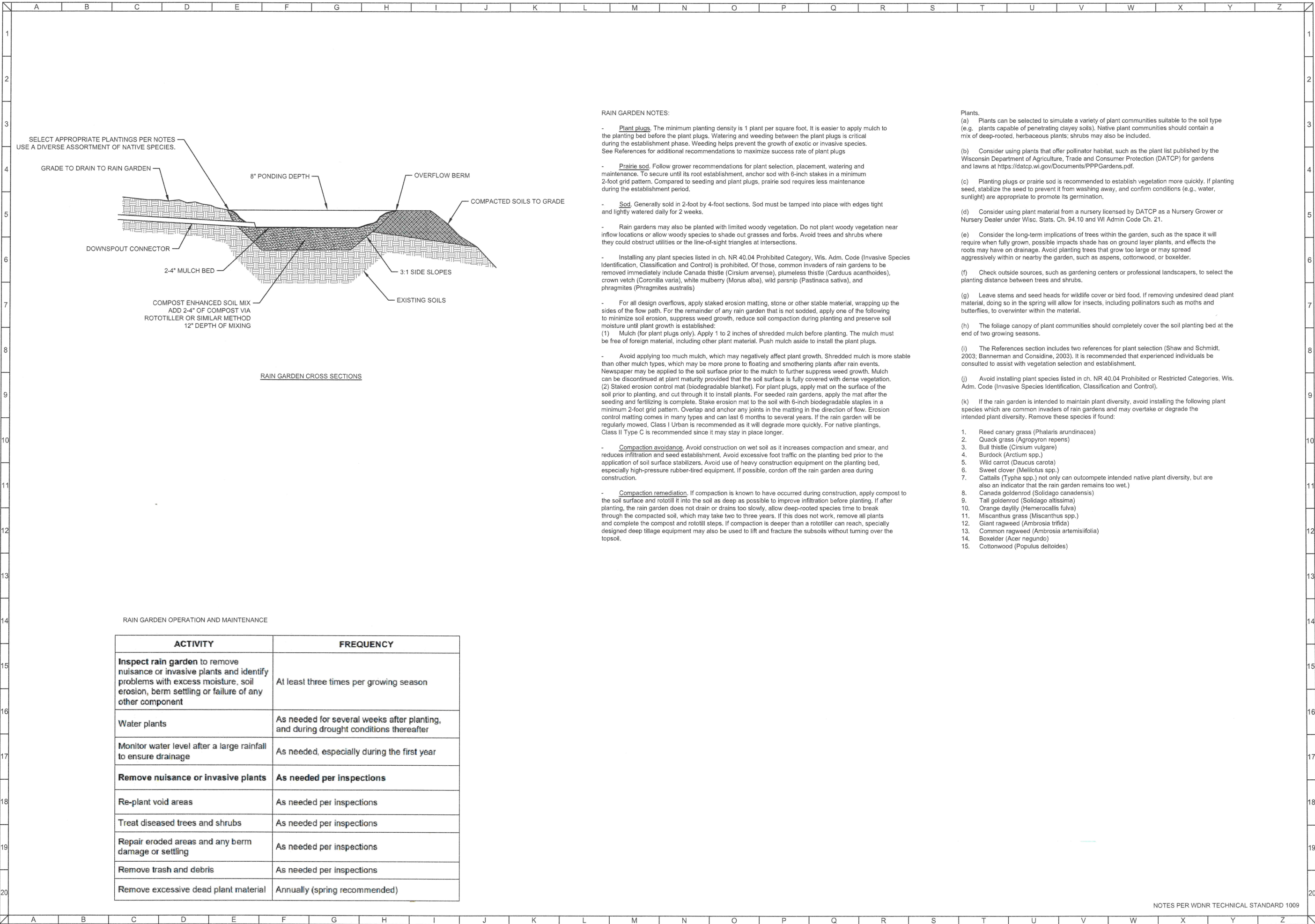
PROJECT MGRRYAN CARDINAL, PE

DRAWN BYSEM

DESIGNED BYSEM

SHEET NUMBER

2 OF 4



CLIENT

1420 MAIN STREET

CITY OF LAKE GENEVA, WALWORTH COUNTY, WI

RAIN GARDEN DETAILS

PERMIT

CARDINAL

PLAN•SURVEY•ENGINEER

DESIGNING IN TRUE DIRECTIONS

1200 LA SALLE STREET

LAKE GENEVA, WI 53147

262-757-8776

CARDINALENGINEERINGWI.COM

NO.	REVISION DESCRIPTION	REV DATE

SCALE: #####

PROJECT NUMBER: 24163

DATE: 04/30/2024

PROJECT MGR: RYAN CARDINAL, PE

DRAWN BY: SMV

DESIGNED BY: SMV

SHEET NUMBER

ABELL
SURVEYING & MAPPING
DELAVER, WISCONSIN 53115
414-728-6737

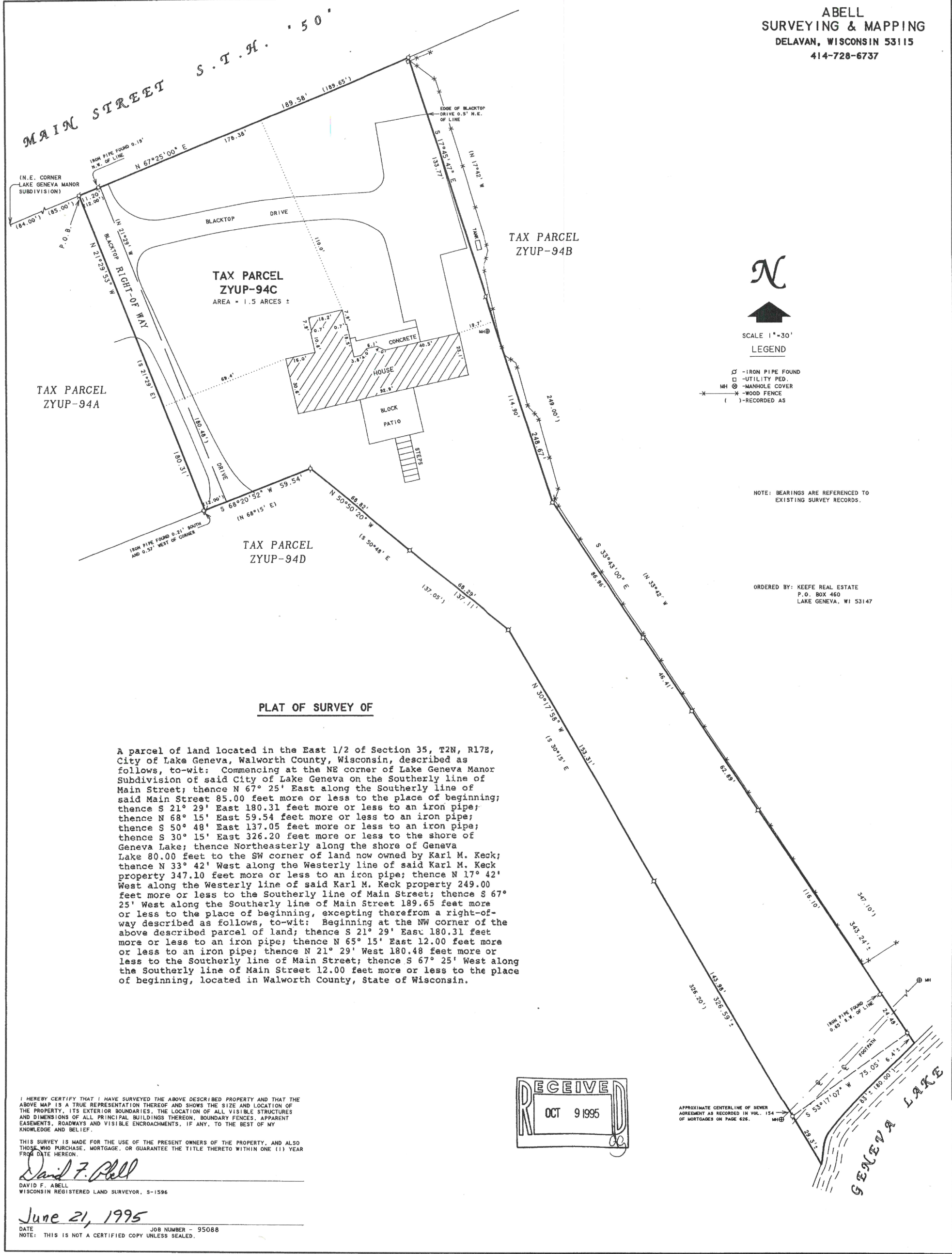


SCALE 1"=30'
LEGEND

- - IRON PIPE FOUND
- - UTILITY PED.
- ⊙ - MANHOLE COVER
- - WOOD FENCE
- () - RECORDED AS

NOTE: BEARINGS ARE REFERENCED TO
EXISTING SURVEY RECORDS.

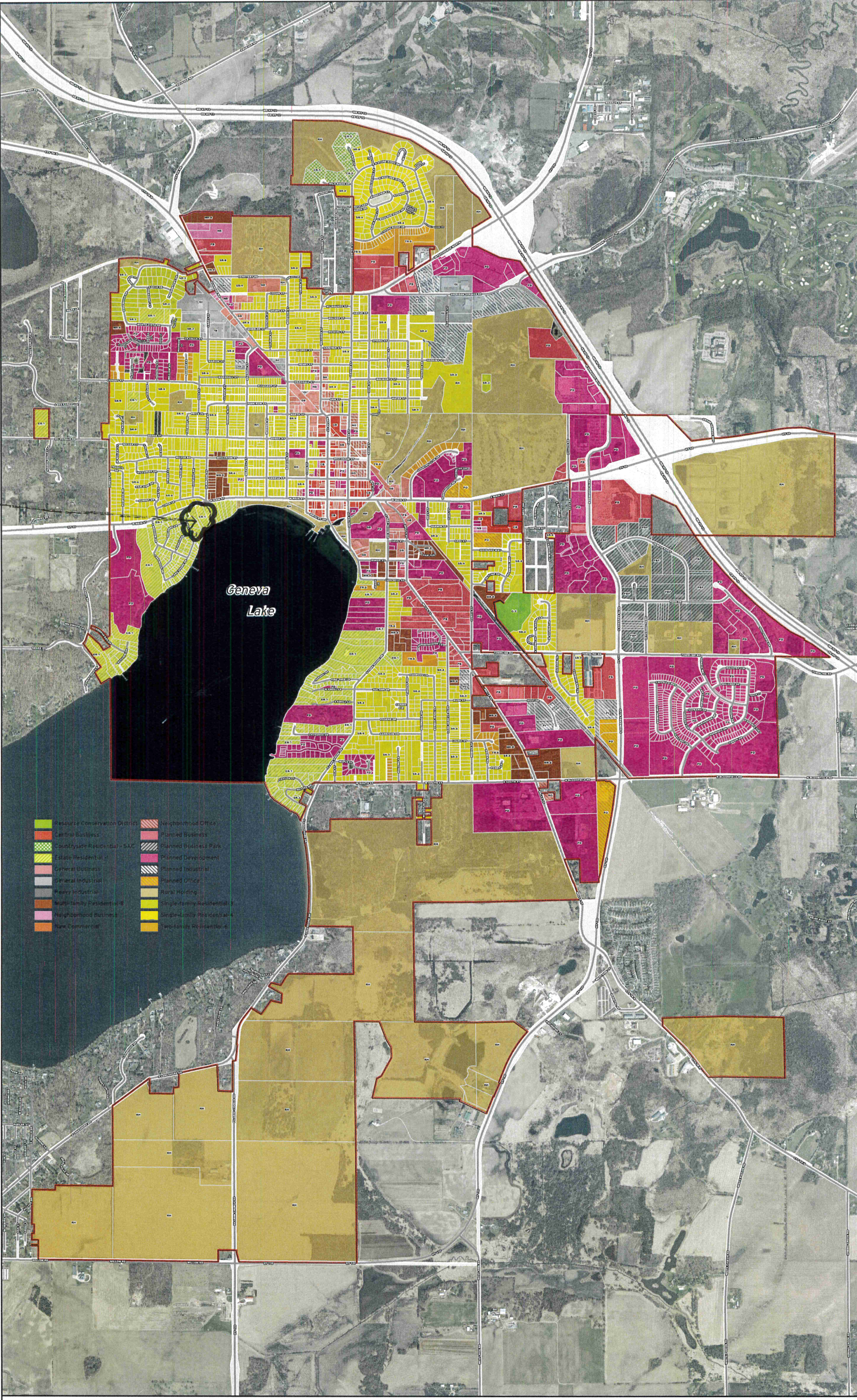
ORDERED BY: KEEFE REAL ESTATE
P.O. BOX 460
LAKE GENEVA, WI 53147



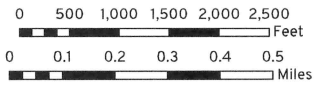
40P-94C

007-1603

ER-1



City of Lake Geneva
Zoning Map on Aerial Background





Kuesis

WALWORTH COUNTY, WISCONSIN

0 37.5 75 150 225 300 375 Feet

1:2,251

Author:

Map Produced on: 5/1/2024

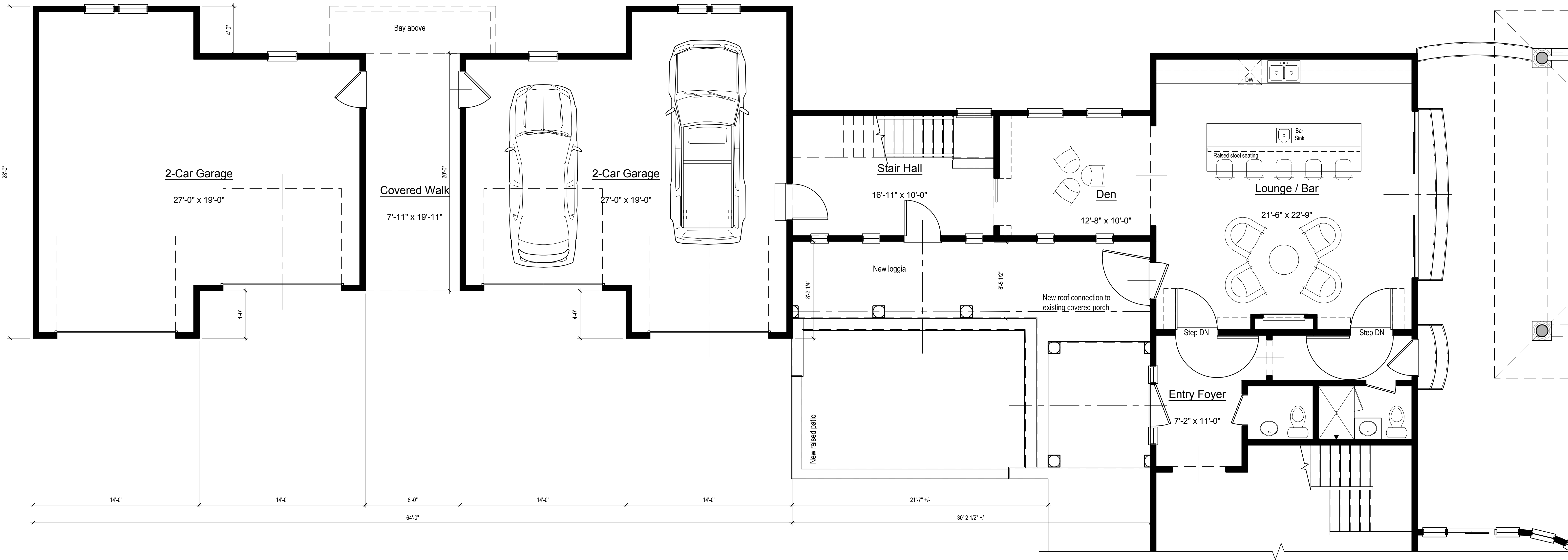
Wisconsin State Plane Coordinate System, South Zone
Horizontal Datum: NAD83-2011

Walworth County Information Technology Department
Land Information Division

1800 County Trunk NW
Elkhorn, Wisconsin 53121-1001

DISCLAIMER: THE INFORMATION PROVIDED ON THIS MAP HAS BEEN PRODUCED
AND PROCESSED FROM SOURCES BELIEVED TO BE RELIABLE. NO WARRANTY
EXPRESSED OR IMPLIED, IS MADE REGARDING ACCURACY, ADEQUACY, COMPLETENESS,
LEGALITY, RELIABILITY OR OTHERWISE OF THIS INFORMATION. THE INFORMATION
CONTAINED HEREIN WILL NOT BE ACCEPTED AS AN OFFICIAL DOCUMENT.



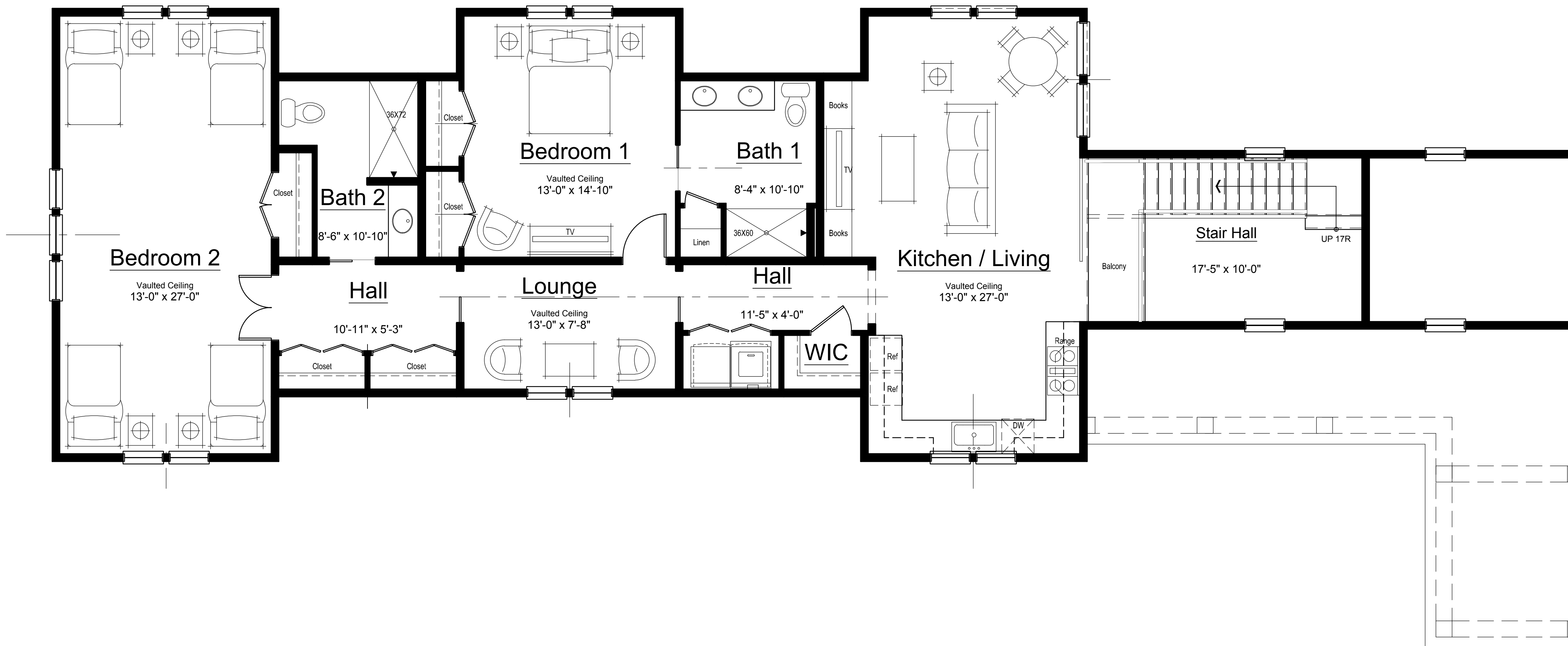


MAIN FLOOR
SCALE: 1/4" = 1'-0" at 22x34 (1/8" = 1'-0" at 11x17)

Kuesis Residence / Single-Family Home Addition
1420 W Main Street
Lake Geneva, Wisconsin

CōBū ARCHITECTURE STUDIO
111 North Avenue, Suite 207
Barrington, IL 60010
312-410-1260
APRIL 10, 2024





UPPER FLOOR
SCALE: 1/4" = 1'-0" at 22x34 (1/8" = 1'-0" at 11x17)

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1420 W Main Street
Lake Geneva, Wisconsin

CōBū ARCHITECTURE STUDIO

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Barrington, IL 60010
312-410-1260

APRIL 10, 2024





PROPOSED FRONT ELEVATION

SCALE: 1/4" = 1'-0" at 22x34 (1/8" = 1'-0" at 11x17)

Kuesis Residence / Single-Family Home Addition
1420 W Main Street
Lake Geneva, Wisconsin

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312-410-1260

APRIL 10, 2024





PROPOSED REAR ELEVATION (EAST)

SCALE: 1/4" = 1'-0" at 22x34 (1/8" = 1'-0" at 11x17)

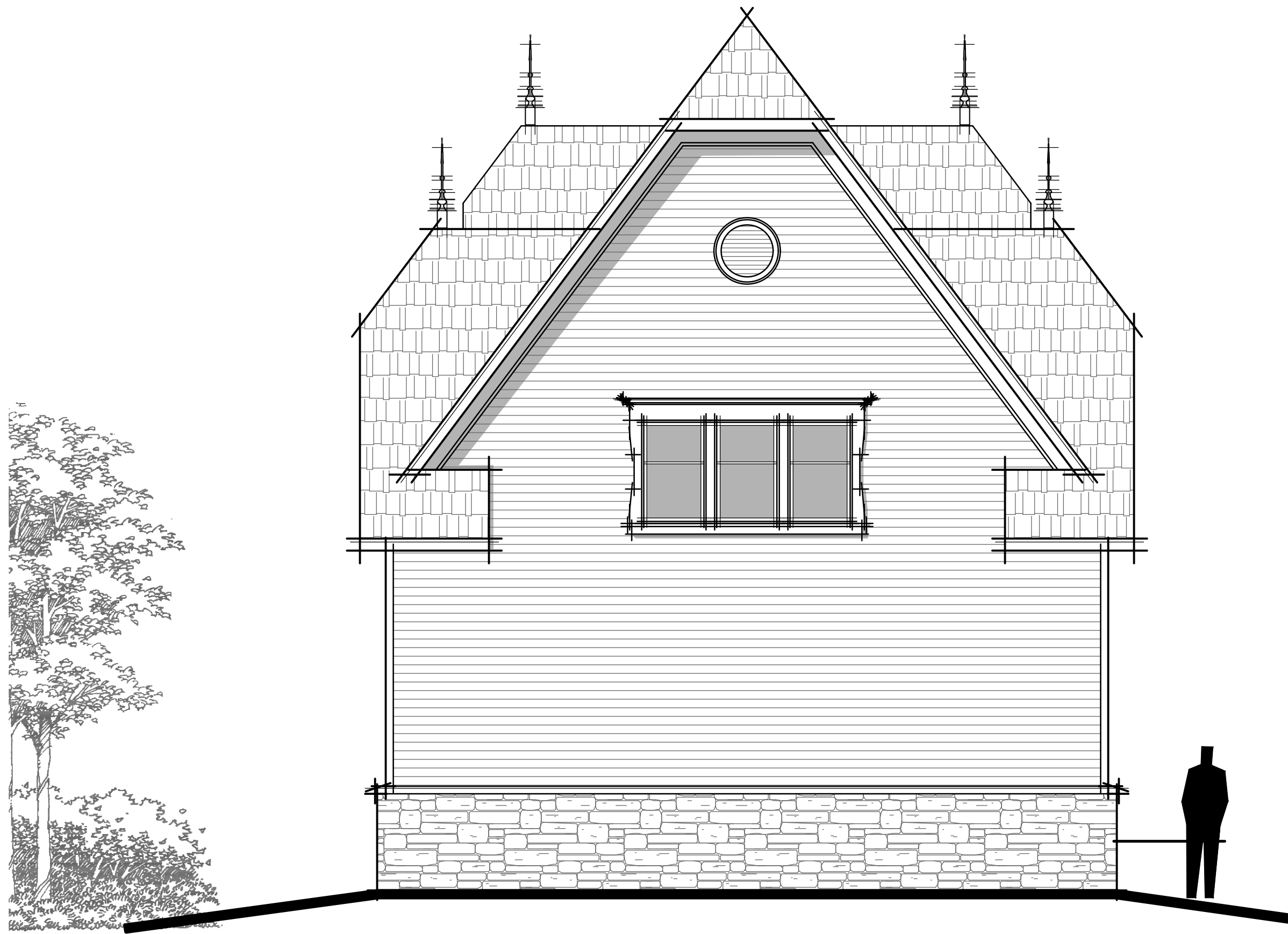
Kuesis Residence / Single-Family Home Addition
1420 W Main Street
Lake Geneva, Wisconsin

CōBū ARCHITECTURE STUDIO

111 North Avenue, Suite 207
Barrington, IL 60010
312-410-1260

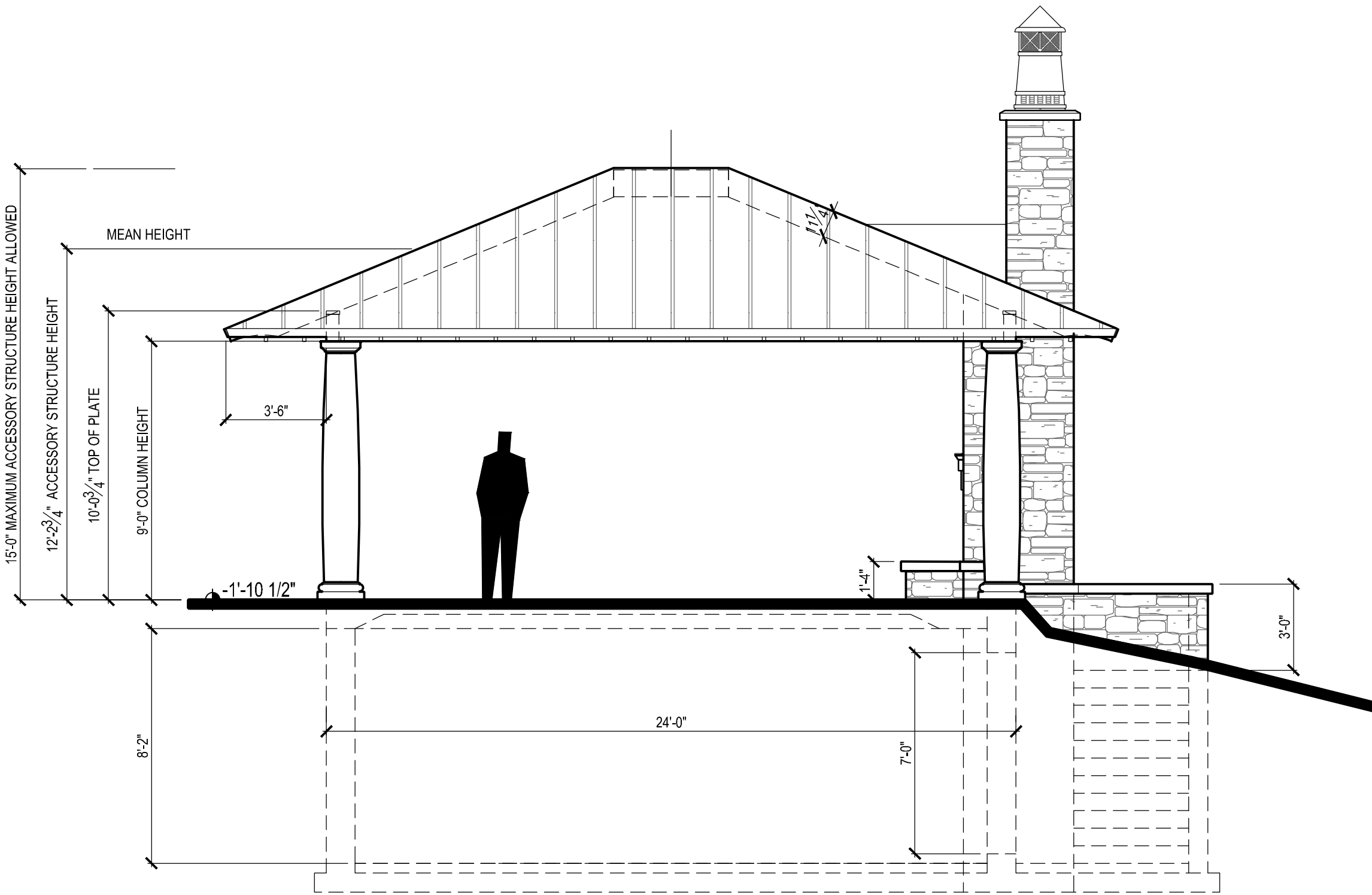
APRIL 10, 2024





PROPOSED LEFT ELEVATION

SCALE: 1/4" = 1'-0" at 22x34 (1/8" = 1'-0" at 11x17)



PAVILION - RIGHT ELEVATION

SCALE: 1/4" = 1'-0" at 22x34 (1/8" = 1'-0" at 11x17)

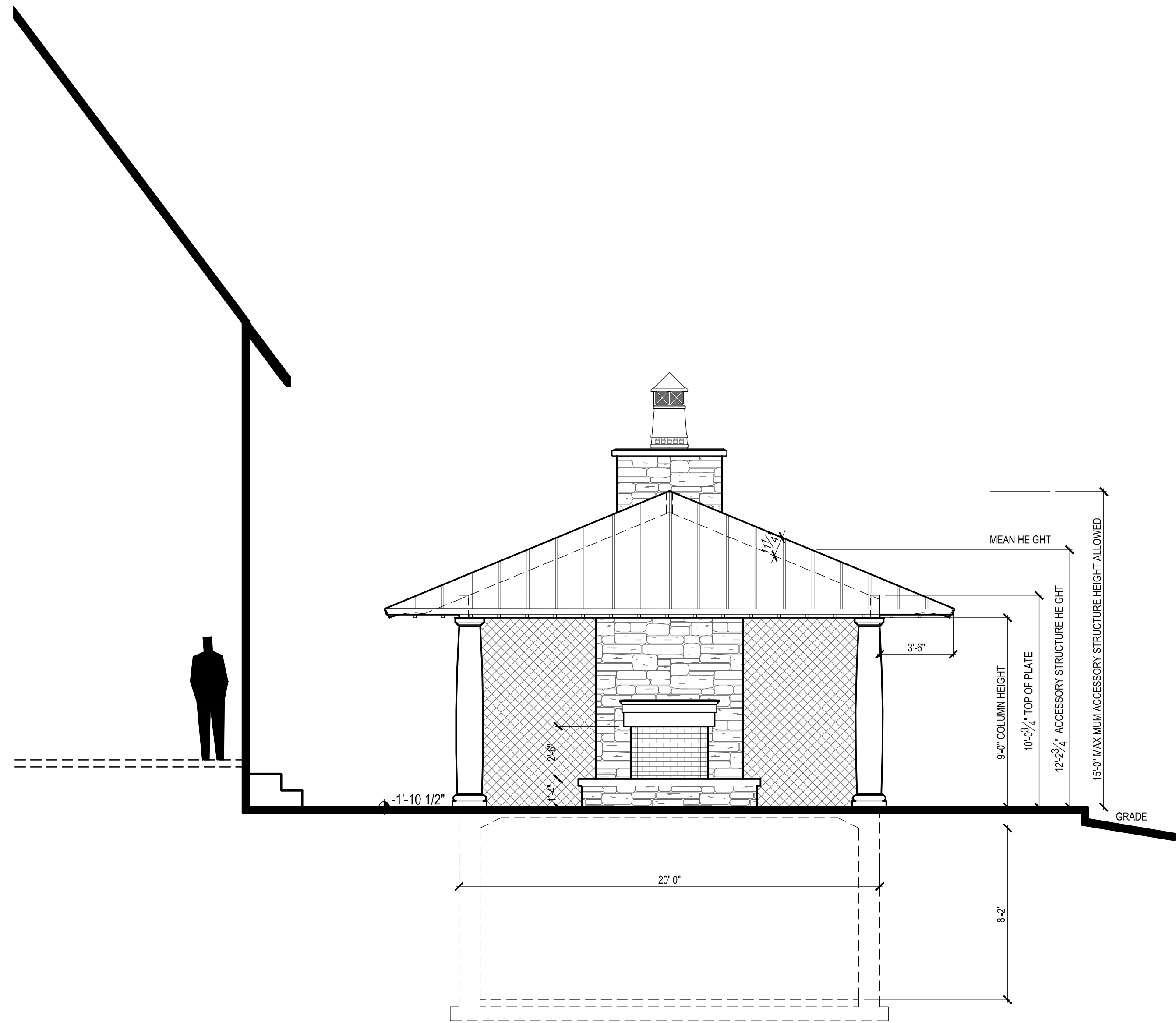
Kuesis Residence / Single-Family Home Addition
 1420 W Main Street
 Lake Geneva, Wisconsin

CōBū ARCHITECTURE STUDIO

111 North Avenue, Suite 207
 Barrington, IL 60010
 312-410-1260

APRIL 10, 2024





PAVILION - FRONT ELEVATION

SCALE: 1/4" = 1'-0" at 22x34 (1/8" = 1'-0" at 11x17)

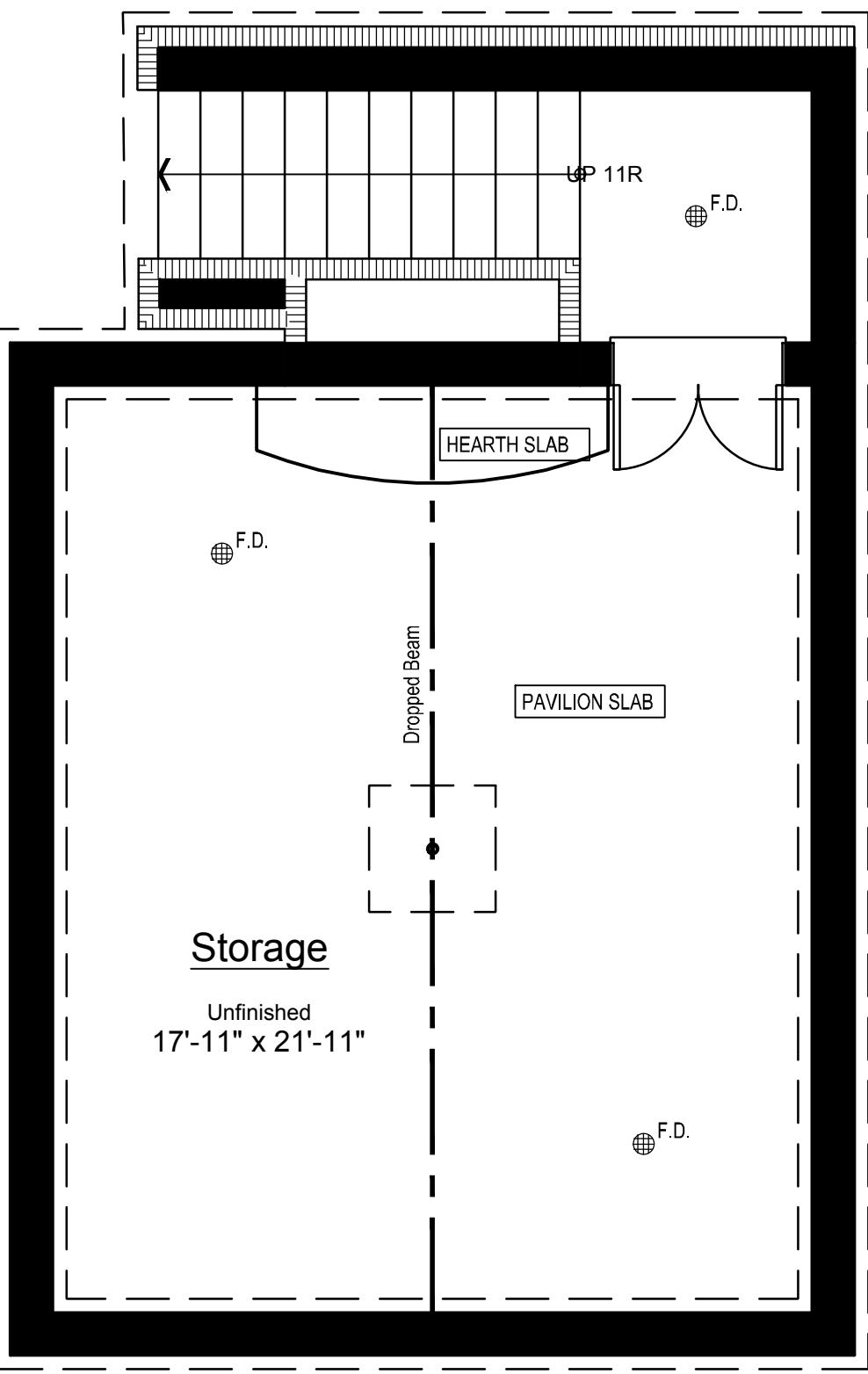
Kuesis Residence / Single-Family Home Addition
1420 W Main Street
Lake Geneva, Wisconsin

CōBū ARCHITECTURE STUDIO

111 North Avenue, Suite 207
Barrington, IL 60010
312-410-1260

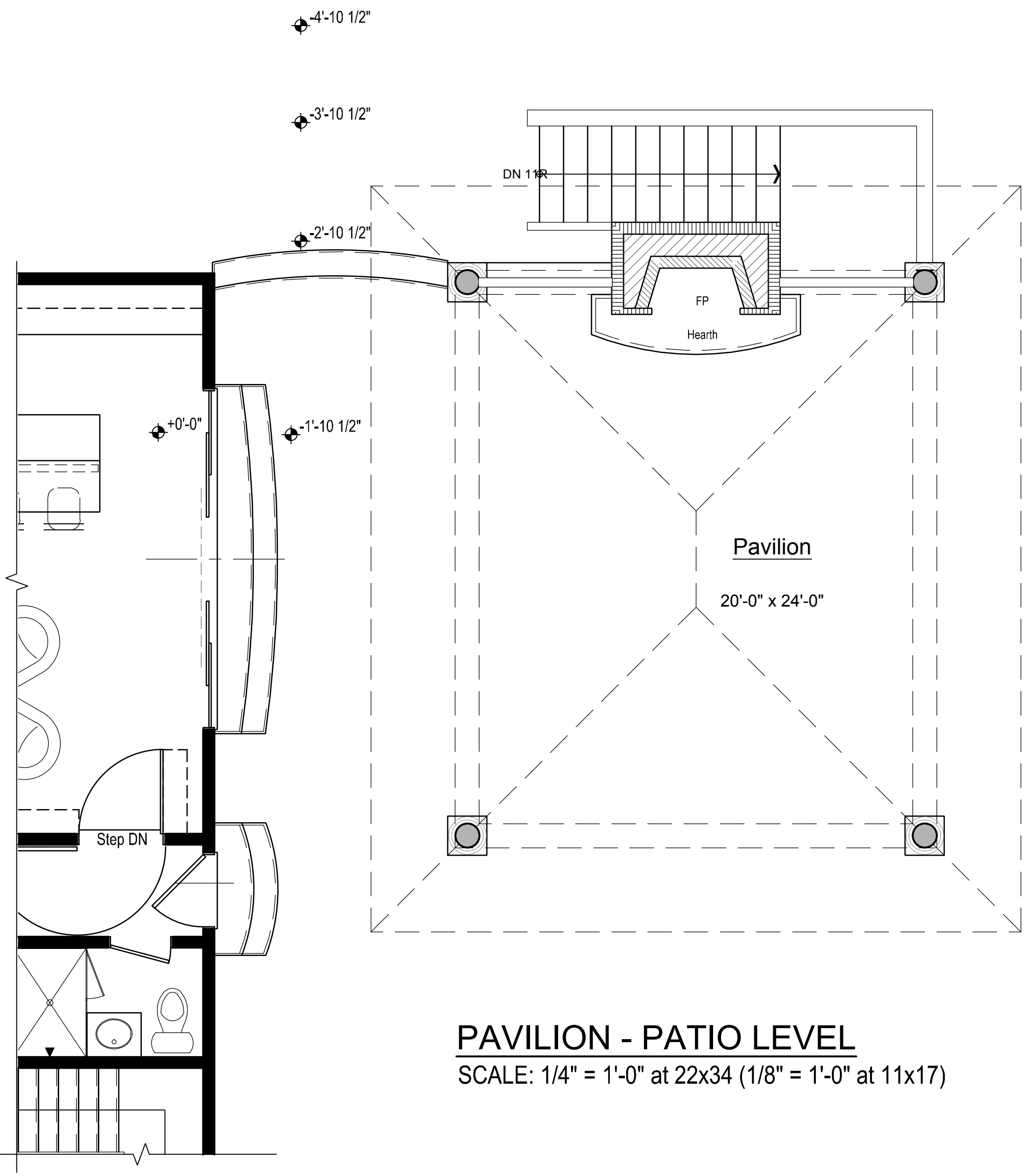
APRIL 10, 2024





PAVILION - FOUNDATION

SCALE: 1/4" = 1'-0" at 22x34 (1/8" = 1'-0" at 11x17)



PAVILION - PATIO LEVEL

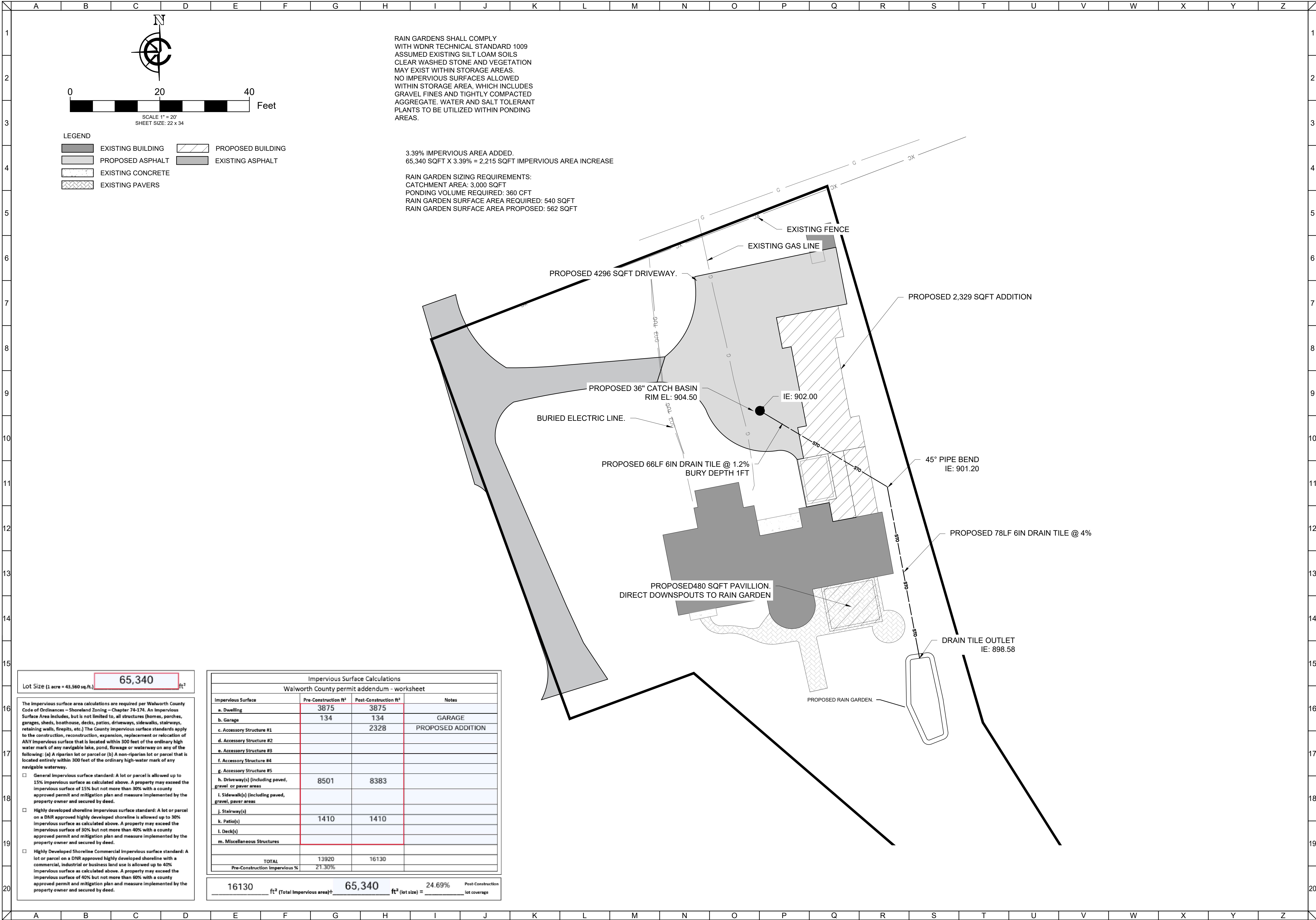
SCALE: 1/4" = 1'-0" at 22x34 (1/8" = 1'-0" at 11x17)

CōBū ARCHITECTURE STUDIO

111 North Avenue, Suite 207
Barrington, IL 60010
312-410-1260

APRIL 10, 2024





CLIENT

1420 MAIN STREET
CITY OF LAKE GENEVA, WALWORTH COUNTY

RAIN GARDEN EXHIBIT

PERMIT SET



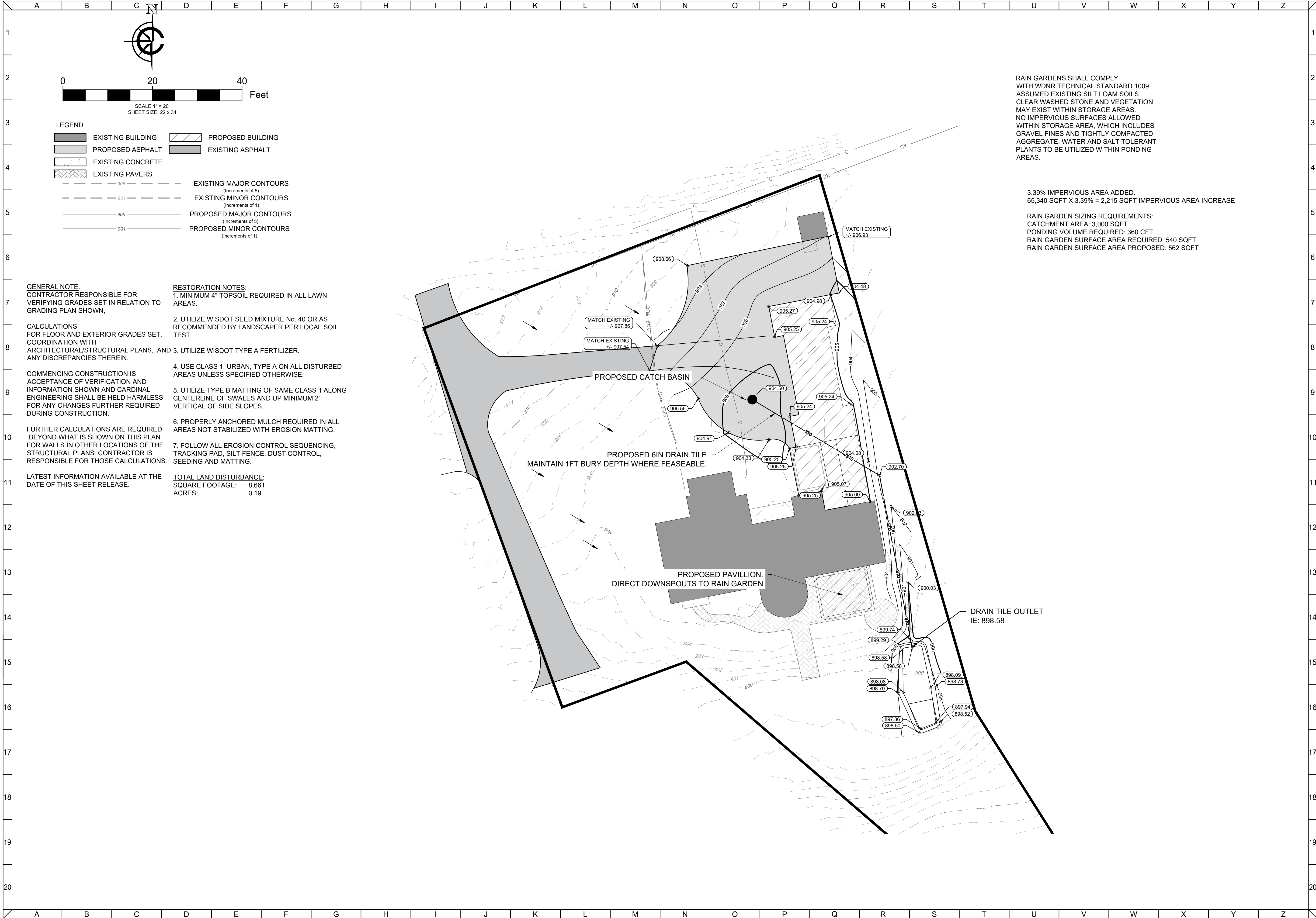
CARDINAL
PLAN•SURVEY•ENGINEER
DESIGNING IN TRUE DIRECTIONS

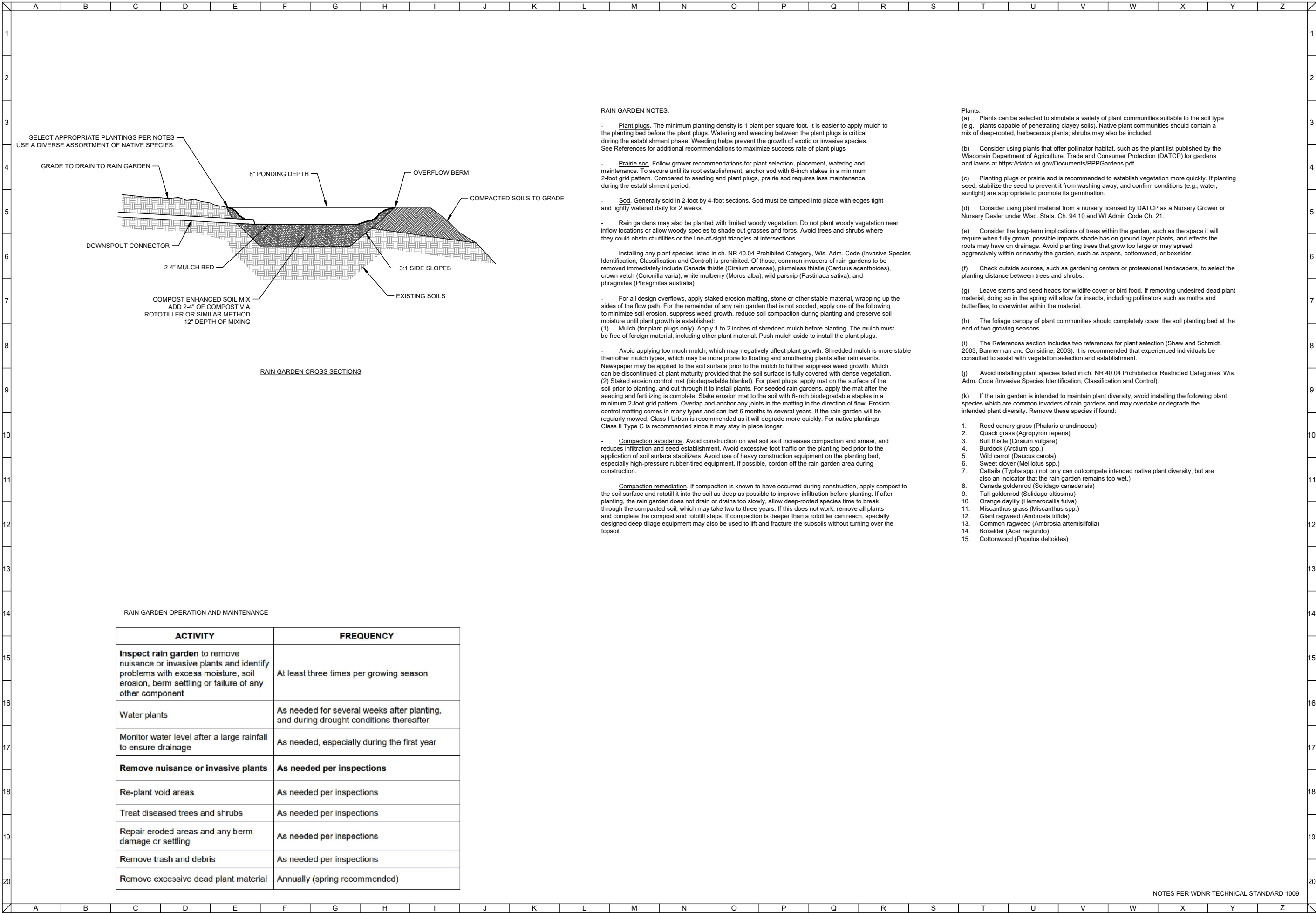
1200 LA SALLE STREET,
LAKE GENEVA, WI 53147
262-757-8776
PLANSURVEYENGINEER.COM

NO.	REVISION DESCRIPTION	REV DATE

SCALE 1 IN/20 FT
PROJECT NUMBER 24163
DATE 04/29/2024
PROJECT MGR RYAN CARDINAL, PE
DRAWN BY SMV
DESIGNED BY SMV

SHEET NUMBER
1 OF 4





CLIENT

1420 MAIN STREET
CITY OF LAKE GENEVA, WALWORTH COUNTY, WI
PERMIT
RAIN GARDEN DETAILS



CARDINAL
PLAN-SURVEY-ENGINEER
DESIGNING IN TRUE DIRECTIONS

1200 LA SALLE STREET
LAKE GENEVA, WI 53147
262-757-8776
CARDINALENGINEERINGWI.COM

NO.	REVISION DESCRIPTION	REV DATE

SCALE	#####
PROJECT NUMBER	24163
DATE	04/30/2024
PROJECT MGR	RYAN CARDINAL, PE
DRAWN BY	SMV
DESIGNED BY	SMV

SHEET NUMBER

4 OF 4

TO: Naomi Rauch, PE

FROM: Cardinal Engineering, LLC

RE: DRT Review 1420 Main Street

Date: 04/30/2024

Thank you for your time in reviewing our project at 1420 Main Street. We have taken your comments into consideration when producing our final draft for your review. Below, you will find your comments in blue, followed by our solutions in red.

1. City records indicate that the water service to the existing structure may be located along the north property line. The water service may have been tapped off the service line to the structure at 1412 Main. Construction is proposed in the vicinity of the existing water service line. Additional research and field visits are required for the Utility to determine if reorganization of the water service is necessary.

Contractor and client to schedule inspection with the necessary parties before construction begins.

2. A sewer service inspection is required prior to reuse of the existing sewer lateral. Coordination with the Utility Department is required.

See above comment.

3. Per April 6th email, a topographic survey is required. The survey shall encompass all areas of the proposed development including any areas of grading or land disturbance. County contours indicated that the proposed addition may block the existing flow path to the East.

A topographical survey was conducted using drone Lidar topography. A catch basin and storm sewer system have been proposed to continue the existing flow path.

4. The plan includes an inlet structure and pipe to redirect stormwater runoff to the rain garden at the west property line. As discussed at DRT, this creates a concern for the structure on the adjacent property that is positioned just downstream of the proposed rain garden. The plans shall be adjusted to maintain existing stormwater drainage patterns.

The proposed rain garden to the west has been removed from the plan. The area of concern now remains undisturbed and the drainage patterns remain largely the same with exception of a small portion that now drains to the rain garden on the east.

5. The proposed development is subject to the stormwater management requirements of the Municipal Code Section 78-247. Calculations and grading plans shall be provided that demonstrate the peak stormwater runoff rates from the proposed improvements to adjacent properties will not exceed existing conditions. Peak release rates are not considered for stormwater flow that directly enters Geneva Lake. Additionally, redeveloped parking areas are required to meet 40% total suspended solids (TSS) reduction. Calculations are required to demonstrate the site meets the TSS reduction requirements.

Stormwater mitigation has been proposed in the form of a small storm sewer that outlets to a rain garden. The rain garden has been designed according to the WDNR Technical Standard and has been sized to treat 100% of impervious additions. Calculations, exhibits, and details have been included with this letter.

6. A detailed set of engineering plans are required for engineering review and approval. The plans shall include all proposed improvements including grading, structures, walkways, and drainage features.

A detailed set of engineering plans has been included with the submittal of this letter.

7. The brick sidewalk along Main Street needs repair. The City is requesting the plans include repairing or replacing the existing brick sidewalk.

The plan has called for the replacement of the existing brick sidewalk.

8. A 10-ft wide, on center, ingress/egress easement is required for the existing lakeshore pedestrian path. An example of the easement documents have been attached.

An exhibit of the proposed easement has been attached.

9. A 20-ft wide, on center, utility easement is required for the existing sanitary sewer main along the lake shore. The sewer line and proposed easement shall be shown on the plans.

See comment #8

Thank you again for your time and consideration in reviewing our approval. Please write back if you have any further questions or concerns.

Best,
Seth Voisin
Drafting Technician
seth@plansurveyengineer.com

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: July 15, 2024

Agenda Item #8

Applicant:

Robert Loquercio and
Veronica Zepeda-Loquercio
600 W Lake Street
Streamwood, IL

Request:

1310 W. Main Street
Proposed Conditional Use Permit for construction
of a new single-family residence using SR-4
Zoning District requirements in the ER-1 Zoning
District

Description:

The applicant is submitting a proposal for a Conditional Use Permit (CUP) to allow for construction of a new single-family residence located at 1310 W. Main Street. The property is located in the Estate Residential ER-1 (ER-1) zoning district and is seeking use of certain SR-4 zoning standards, per Section 98-407(3). Properties to the east and west are also zoned ER-1. Properties to the north, across Main Street, are zoned Multi-family Residential – 8.

The residence is proposed to be two stories. The front façade features natural stone with a distinctive rounded front door topped by a small standing seam metal roof. Shingle siding is utilized on the second floor. Shakes are the primary roofing material for the rest of the home. A three-car attached garage is proposed at the front of the home, which includes a guest suite above the garage. A large screen porch, concrete patio, and pool are proposed at the rear of the property.

The house and pool are proposed to be enclosed by a stone retaining wall that matches the stone used on the house and a dark metal picket fence. A decorative stone entryway is proposed along either side of the driveway.

Staff Review:

The proposed project seeks the use of the following SR-4 Zoning District Standards:

- Side lot line setback: The proposed house utilizes a side lot line setback of at least 6 feet on the east side of the property and at least 9 feet on the west side of the property. These setbacks do not meet the standards of the ER-1 Zoning District (30 feet) but they comply with the minimum side yard setback of 6 feet and combined 15 feet in the SR-4 District.
- Minimum dwelling unit separation: The project does not meet the minimum 60-foot separation between dwelling units required by the ER-1 Zoning District, but it does meet the minimum of 12 feet of separation required by the SR-4 District.

The lot is approximately 32,444 square feet. The site's current Landscape Surface Ratio (LSR) is 72.8%, when accounting for all structures, paved surfaces, and gravel surfaces. The proposed LSR will be 68.3%. This complies with the minimum LSR of 60% in the ER-1 zoning district. Because additional impervious surface area is being added over current conditions, the City requires a stormwater management study, which has been reviewed by Kapur.

This property is located within the Lakeshore Overlay Zoning District (Section 98-505). The Lakeshore Overlay Zoning District significantly limits the amount of development that can occur within 100 feet of Geneva Lake. The proposed house and other development will be located just outside of the Lakeshore Overlay Zoning District area.

An easement for the Geneva Shore Path has been provided.

The guest space above the garage is considered an "In-Family Suite" and is regulated by Section 98-402(2) of the zoning ordinance. An In-Family Suite is a separate suite within a single-family dwelling that may contain a separate kitchen, bathroom, living, and sleeping areas, but which is limited to family members or guests, and which is not considered a separate apartment. In-Family Suites are permitted if they meet the requirements of Section 98-402(2). Specifically, the City requires that applicants note on building plans that the In-Family Suite is not a separate dwelling or apartment and sign a letter stating agreement with this condition. Staff has noted this as a condition of approval.

Overall, the proposed project complies with the requirements of Section 98-206(1) pertaining to Residential land uses, Table 98-402: Residential Bulk Standards, and the requirements of Section 98-407(3) pertaining to the use of SR-4 Zoning Standards in the ER-1 Zoning District.

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.
2. Staff recommends the Plan Commission adopt the *affirmative set of findings* provided under A.1-6., above.
3. Staff recommends the following *additional condition of approval* be attached:
 - a. When an application is submitted for a building permit, the building plan shall be marked as "not a separate dwelling unit or apartment," and the property owner shall provide a signed letter stating agreement with this condition as required by Section 98-402(2).

Suggested Motions:

- *Approve: I recommend approval of the proposed Conditional Use Permit for Robert Loquercio and Veronica Zepeda-Loquercio, 600 W Lake Street, Streamwood, IL, for the proposed use of the SR-4 zoning standards for a new single-family residence at the property located at 1310 W. Main Street, Tax Key No. ZYUP 000094N, in the ER-1 Zoning District, 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 Robert Loquercio and Veronica Zepeda-Loquercio, 600 W Lake Street, Streamwood, IL, for the proposed use of the SR-4 zoning standards for a new single-family residence at the property located at 1310 W. Main Street, Tax Key No. ZYUP 000094N, in the ER-1 Zoning District, including the dissenting set of findings, and any additional conditions of recommended by staff, because [provide rationale for denial, based on substantial evidence].w*

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

Memo to City of Lake Geneva

To: Fred Walling, Zoning Administrator **Date:** June 17, 2024

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

CC: Robert Loquercio and Veronica Zepeda-Loquercio
Dave Nord – City Administrator
Amanda Rotondi – Building and Zoning Administrative Assistant
Tom Earle – Director of Public Works
Josh Gajewski – Utility Director

Subject: **CONDITIONAL USE RECOMMENDED APPROVAL– 1310 W. MAIN STREET**
Kapur Project No. 24.0167 Phase 08

BACKGROUND AND REQUEST:

A Conditional Use application was submitted by Robert Loquercio and Veronica Zepeda-Loquercio for the construction of a new single family residence at 1310 Main Street (PIN ZYUP 000094N). The proposed conditional use will allow the new construction to adhere to SR-4 development standards in the ER-1 zoning. New construction includes 5,498 SF residence with porch, 1533 SF in patios with 3,006 SF of driveway and walk improvements. The total lot size is 32,134 SF. The total increase in impervious is 1446 SF.

The following plan and calculations were submitted for review:

- **Loquercio Residence 1310 W Main Street**, prepared by Lake Geneva Architects, one sheet, dated June 7, 2024.
- **Plat of Survey with Site Layout, Grading, and Erosion Control**, prepared by Batterman, one sheet dated February 8th 2024 and last revised June 2024
- **Stormwater Performance Narrative – 1310 W. Main Street**, and analysis prepared by Batterman, dated May 3, 2024 and last revised June 6, 2024.

Comments:

Kapur recommends approval of the conditional use application for 1310 W. Main Street based in the information reviewed above. This approval is subject to the following conditions:

1. The service to the existing guest house shall be removed or properly abandoned as noted on the plans. Coordination with the Utility Department is required for removal/abandonment.
2. A sewer service inspection is required prior to reuse of the existing sewer lateral. Coordination with the Utility Department is required.
3. A 20-ft wide, on center, utility easement is required for the existing sanitary sewer main along the lake shore. The sewer line and proposed easement shall be shown on the plans. Document No 261560 provides a 3-ft wide easement (18-inches on center) which does not provide adequate



construction access; therefore, a new easement is required. Staff can work with the applicant on the required documentation

4. An erosion control plan is required. Sediment and construction debris must be kept off Main Street and may not enter Geneva Lake.

The plans have been reviewed for conformance with generally accepted engineering practices and City of Lake Geneva policies. Although the material has been reviewed, the applicant is ultimately responsible for the thoroughness and accuracy of the plans and supplemental data and for compliance with state, county, and other local ordinances and procedures.

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

APPLICATION FOR CONDITIONAL USE

City of Lake Geneva

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

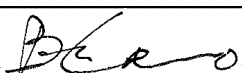
1310 W Main Street, Lake Geneva. ZYUP 000094N (see
attached sheet for legal description)

Name and Address of Current Owner: Robert Loquercio and Veronica Zepeda-Loquercio

1600 W Lake Street, Streamwood IL, 60107

Telephone No. with area code & Email of Current Owner: Bob Loquercio : 815.757.8129

bloquercio@blautogroup.com

Owner Signature: 

Name and Address of Applicant:

Robert Loquercio and Veronica Zepeda-Loquercio

1600 W Lake Street, Streamwood IL, 60107

Telephone No. with area code & Email of Applicant: Bob Loquercio : 815.757.8129

bloquercio@blautogroup.com

Proposed Conditional Use: SR-4 (single family residence)

Zoning District in which land is located: ER-1

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

Lake Geneva Architects. 323 Broad St Suite 102, Lake Geneva

Engineer - TBD

Contractor - TBD

Short statement describing activities to take place on site:

Raze existing residential home and build new residence for the Loquercio Family

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

4.5.24

Date



Signature of Applicant

1310 W Main Street Lake Geneva WI 53147 Cost Recovery # _____

Petitioner Name _____ Project Address _____

OFFICE USE ONLY Description of Request New Residence/Home

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.

Project: Robert Loquercio, as applicant/petitioner for
New Residence/Home build on existing site
Project Address: 1310 W Main Street Lake Geneva WI 53147
Parcel No. 1310 W Main Street, Lake Geneva. ZYUP 000094N (see attached sheet for legal description)
Name: Robert Loquercio and Veronica Zepeda-Loquercio
Address: 1600 W Lake Street, Streamwood IL, 60107

Cell Phone: (815) - 757 - 8129 Phone: (224) - 340 - 9369

Email: _____ JOHN EBOLI - OWNERS REPRESENTATION

Dated this 4th Day of April, 2024

Robert Loquercio

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.

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:

(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.

(b) A map, such as the Land Use Plan Map, of the generalized location of the subject property in relation to the City as a whole:

(c) A written description of the proposed conditional use describing the type of activities, buildings, and structures proposed for the subject property and their general locations;

- _____ (d) A site plan (conforming to the requirements of Section 98-908(3)) of the subject property as proposed for development OR if the proposed conditional use is a group development (per Section 98-208) a proposed preliminary plat or conceptual plat may be substituted for the required site plan, provided said plat contains all information required on said site plan per Section 98-908.
- _____ (e) Written justification for the proposed conditional use:
- _____ Indicating reasons why the Applicant believes the proposed conditional use is appropriate with the recommendations of the City of Lake Geneva Comprehensive Master Plan, particularly as evidenced by compliance with the standards set out in Section 98-905(4)(b)1.-6. (*See below*)

III. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

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

1310 W Main Street currently resides in a downtown residential district - ER-1. The existing property is substandard due to section 98-407 (1) in width and area. Per the conditional use process we are proposing a new residence development in adherence to SR-4 development standards. This is in harmony with the surrounding neighborhood development pattern. This supports the comprehensive plan in the development of quality housing within the existing urban fabric.

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

1310 W Main Street is an existing residence that has fallen into disrepair since its last ownership. In re-design of a new single family home which resides in a desirable downtown residential neighborhood the proposed new single family home, is high quality, high design and promotes residential infill replacing an existing home built in compliance with today's standards and codes. These elements embody the goals and objectives of the Comprehensive Plan.

3. Does the proposed conditional use, in its proposed location and as depicted on the required site plan (see Section 98-905(3)(d)), result in any substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of the Zoning Ordinance, the Comprehensive Plan, or any other plan, program, map ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development?

The proposed new residence, replacing an existing outdated residence does not create any adverse impact on the neighboring properties and or compromise the character of the neighborhood. The Proposed development is not adding any additional traffic patterns, additional curb cuts or required parking from its original use as a residence. Per conditional use the property is adhering to the Zoning standards of SR-4 which is an adjacent zoning corridor in the downtown neighborhood.

4. How does the proposed conditional use maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property?

The proposed new residence, remains consistent with its current use of a residence. A new residence is proposed to replace the existing site built home.

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?

We feel the proposed new residence, does not create or impose new burdens to the public services provided.

6. Do the potential public benefits of the proposed conditional use outweigh all potential adverse impacts of the proposed conditional use (as identified in Subsections 98-905(4)(b)1.-5.), after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts?

IV. FINAL APPLICATION PACKET INFORMATION

____ Receipt of 1 full scale copy in blue line or black line
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:

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)

Date:

by:

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

Date:

by:

↓

(a) A written description of the intended use describing in reasonable detail the:

Existing zoning district(s) (and proposed zoning district(s) if different);

Land use plan map designation(s);

Current land uses present on the subject property;

Proposed land uses for the subject property (per Section 98-206);

Projected number of residents, employees, and daily customers;

Proposed amount of dwelling units, floor area, impervious surface area, and landscape surface area, and resulting site density, floor area ratio, impervious surface area ratio, and landscape surface area ratio;

Operational considerations relating to hours of operation, projected normal and peak water usage, sanitary sewer or septic loadings, and traffic generation;

- _____ Operational considerations relating to potential nuisance creation pertaining to noncompliance with the performance standards addressed in Article VII (Sections 98-701-98-721) including: street access, traffic visibility, parking, loading, exterior storage, exterior lighting, vibration, noise, air pollution, odor, electromagnetic radiation, glare and heat, fire and explosion, toxic or noxious materials, waste materials, drainage, and hazardous materials;
- _____ If no nuisances will be created (as indicated by complete and continuous compliance with the provisions of Article VII), then include the statement "The proposed development shall comply with all requirements of Article VII.";
- _____ Exterior building and fencing materials (Sections 98-718 and 98-720);
- _____ Possible future expansion and related implications for points above;
- _____ Any other information pertinent to adequate understanding by the Plan Commission of the intended use and its relation to nearby properties.

_____ (b) **A Small Location Map** at 11" x 17" showing the subject property, all properties within 300 feet, and illustrating its relationship to the nearest street intersection. (A photocopy of the pertinent section of the City's Official Zoning Map with the subject property clearly indicated shall suffice to meet this requirement.)

_____ (c) **A Property Site Plan drawing which includes:**

- _____ A title block which indicates the name, address and phone/fax number(s) of the current property owner and/or agent(s) (developer, architect, engineer, planner) for project;
- _____ The date of the original plan and the latest date of revision to the plan;
- _____ A north arrow and a graphic scale (not smaller than one inch equals 100 feet);
- _____ A reduction of the drawing at 11" x 17";
- _____ A legal description of the subject property;
- _____ All property lines and existing and proposed right-of-way lines with bearings and dimensions clearly labeled;
- _____ All existing and proposed easement lines and dimensions with a key provided and explained on the margins of the plan as to ownership and purpose;
- _____ All required building setback lines;
- _____ All existing and proposed buildings, structures, and paved areas, including building entrances, walks, drives, decks, patios, fences, utility poles, drainage facilities, and walls;
- _____ The location and dimension (cross-section and entry throat) of all access points onto public streets;
- _____ The location and dimension of all on-site parking (and off-site parking provisions if they are to be employed), including a summary of the number of parking stalls provided versus required by the Ordinance;
- _____ The location and dimension of all loading and service areas on the subject property and labels indicating the dimension of such areas;
- _____ The location of all outdoor storage areas and the design of all screening devices;
- _____ The location, type, height, size and lighting of all signage on the subject property to include a photometric plan;
- _____ The location, height, design/type, illumination power and orientation of all exterior lighting on the subject property -- including the clear demonstration of compliance with Section 98-707;
- _____ All engineering requirements for utilities, site designs, etc;
- _____ The location and type of any permanently protected green space areas;
- _____ The location of existing and proposed drainage facilities for storm water;

_____ In the legend, data for the subject property on:

- _____ Lot Area;
- _____ Floor Area;
- _____ Floor Area Ratio (b/a);
- _____ Impervious Surface Area;
- _____ Impervious Surface Ratio (d/a);
- _____ Building Height.

_____ (d) **A Detailed Landscaping Plan of the subject property:**

- _____ Scale same as main plan (> or equal to 1" equals 100')
- _____ Map reduction at 11" x 17"
- _____ Showing the location of all required buffer yard and landscaping areas
- _____ Showing existing and proposed Landscape Point fencing
- _____ Showing berm options for meeting said requirements
- _____ Demonstrating complete compliance with the requirements of Article VI
- _____ Providing individual plant locations and species, fencing types and heights, and berm heights;

_____ (e) **A Grading and Erosion Control Plan:**

- _____ Same scale as the main plan (> or equal to 1" equals 100')
- _____ Map reduction at 11" x 17"
- _____ Showing existing and proposed grades including retention walls and related devices, and erosion control measures.

_____ (f) **Elevation Drawings of proposed buildings or remodeling of existing buildings:**

- _____ Showing finished exterior treatment;
- _____ With adequate labels provided to clearly depict exterior materials, texture, color and overall appearance;
- _____ Perspective renderings of the proposed project and/or photos of similar structures may be submitted, but not in lieu of adequate drawings showing the actual intended appearance of the buildings.

NOTE: Initiation of Land Use or Development Activity: Absolutely no land use or development activity, including site clearing, grubbing, or grading shall occur on the subject property prior to the approval of the required site plan. Any such activity prior to such approval shall be a violation of law and shall be subject to all applicable enforcement mechanisms and penalties.

NOTE: Modification of an Approved Site Plan: Any and all variation between development and/or land use activity on the subject property and the approved site plan is a violation of law. An approved site plan shall be revised and approved via the procedures of Subsections 98-908(2) and (4) so as to clearly and completely depict any and all proposed modifications to the previously approved site plan, prior to the initiation of said modifications.

III.FINAL APPLICATION PACKET INFORMATION

_____ Receipt of 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: _____

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 1310 W Main Street, Lake Geneva. ZYUP 000094N

Applicant name Robert Loquercio and Veronica Zepeda-Loquercio

Applicant email bloquercio@blautogroup.com Phone Number 815.757.8129

Architect/Contractor/Designer Name Justin Steubs - Lake Geneva Architects

Architect/Contractor/Designer Email justin@lakegenevaarchitects.com Phone Number 262.248.1400

Type of Construction: New ☒ Addition ☐ Remodel ☐

Type of Development: Single-family ☒ Multi-family ☐ Commercial ☐ Industrial ☐

Type of Business

Engineering

Site Plans should include the following: Project title and owner's/developer's name and address noted, architect's and/or engineer's name and address noted, property boundaries and dimensions, abutting property zoning classifications, general description of building materials, façade and roof detail, setback lines indicated, easements for access, if any, 100-year floodplain identification, existing and proposed topography shown at a contour interval of one foot, indicating proposed grade and location of improvements, signage and outdoor lighting, number of parking spaces provided, type, size and location of all structures with all building dimensions shown, location of existing and general location of proposed sanitary sewers, storm sewers, water-mains, and any proposed stormwater management facilities, location, extent and type of proposed landscaping and landscaping plantings and buffers to adjacent property, including fencing or other screening, location of pedestrian sidewalks and walkways, graphic outline of any development staging that is planned, driveway locations and sizes, handicap accessibility, environmental concerns (odor, smoke, noise, graphic scale and north arrow).

- Storm water management provisions provided? YES / NO
 - As-built/certification notification
- Erosion control plan provided? YES / NO
- Wetlands, floodplains, environmental corridors, groundwater Identified. YES / NO
- Utility Plans Provided
 - Watermain
 - Sanitary Sewer
 - Storm Water
- Is a Land Division required? YES / NO
- Access points and dimensions shown? YES / NO
 - WISDOT Right-of-way?
 - County Right-of-way?
- Estimated Traffic impacts
 - Traffic Study Required YES/NO NO
 - Traffic Control Plan Required YES/NO 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 see site plan
- Will there be signage? YES / NO type (mounted, freestanding) _____
- Exterior lighting plans? YES / NO see site plan
- What kind of noise or level of noise will the business have? _____
- Detailed property Site Plan? YES / NO Date of Plan: _____
- Green Space Calculations (Existing vs. Proposed) YES / NO
- Are landscape plans provided? YES / NO
- Is a Land Division required? YES / NO

Water/Sewer Utilities

If an existing structure please circle the following:

- Will existing sewer & water connections be used? YES / NO
- Will your project require the installation of a grease interceptor? YES / NO

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

- Water service size requirement _____
- Estimated daily water usage in gallons per day _____
- Estimated maximum water flow in gallons per minute _____
- Number of bathrooms _____
- Brief description of process (if Industrial) _____

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

- Number of units _____
- Number of bedrooms in each unit _____
- Water service size requirement _____

Legal Description

PT NW 1/4 SEC 36 & NE 1/4 SEC 35 T2N R17E DESC AS COM IN SLY LN MAIN
ST 60.35' S78D30'W OF S LN MAIN ST & E LN SEC 35 T2N R17E, S09D10'E
393.7' TO LAKE SHORE, S67D59'W 71', N12D27'W 425.6', N78D30'E 91.8' TO
POB. PLOT 13 PORTER & ISHAM EST. CITY OF LAKE GENEVA

PLAT OF SURVEY WITH SITE LAYOUT, GRADING, AND EROSION CONTROL

A PARCEL OF LAND RECORDED AND DESCRIBED AS FOLLOWS (DOCUMENT NO. 1085294):
A PARCEL OF LAND SITUATE IN THE CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:
COMMENCING AT A POINT IN THE SOUTHERLY LINE OF MAIN STREET IN THE CITY OF LAKE GENEVA, 60.35 FEET, S78°30'W OF A POINT OF INTERSECTION OF THE SOUTH LINE OF MAIN STREET AND THE EAST LINE OF SECTION 35, T 2 N, R 17 E, THENCE S9°10'E 393.7 FEET TO A POINT IN THE SHORE OF LAKE GENEVA; THENCE S67°59'W ALONG THE SHORE 71 FEET; THENCE N12°27'W 425.6 FEET; THENCE N78°30'E 91.8 FEET TO THE PLACE OF BEGINNING.

EROSION CONTROL NOTES:

- EROSION CONTROL FEATURES AS SHOWN IN THE PLANS ARE AT SUGGESTED LOCATIONS. THE ENGINEER MAY MODIFY LOCATIONS AS NEEDED. ALL EROSION CONTROL MEASURES SHALL BE MAINTAINED UNTIL SUCH TIME AS THE ENGINEER DETERMINES THE MEASURE IS NO LONGER NECESSARY.
- ALL DISTURBED AREAS TO BE RESTORED WITH SEED, FERTILIZER, AND MULCH UNLESS OTHERWISE NOTED. FINAL SEEDING TO BE #40. PROVIDE 2 LBS/1000 SF (0.044 TONS/ACRE). REFERENCE SECTION 630 OF THE WISCONSIN STANDARD SPECIFICATIONS FOR HIGHWAY AND STRUCTURE CONSTRUCTION.
- MULCHING SHALL CONFORM TO SECTION 627 OF WISCONSIN STANDARD SPECIFICATIONS FOR HIGHWAY AND STRUCTURE CONSTRUCTION.
- INSTALL SILT FENCING AS SHOWN ON PLANS FOLLOWING COMPLETION OF REMOVALS AND PRIOR TO LAND DISTURBING ACTIVITIES.
- LOG-TYPE EROSION CONTROL MAY BE SUBSTITUTED FOR SILT FENCE IF THE SITE MEETS THE CRITERIA AND IS INSTALLED IN ACCORDANCE WITH WDNR TECHNICAL STANDARD 1071.
- ANY ADDITIONAL CONSTRUCTION ENTRANCES REQUIRED SHALL RECEIVE TRACKING PAD STABILIZATION.
- FOR WINTER STABILIZATION OF THE SITE, CONTRACTOR TO USE CLASS 1, TYPE B EROSION CONTROL MATTING AND TO TEMPORARILY SEED DISTURBED AREAS WITH WINTER WHEAT OR AGRICULTURAL RYE AT A RATE OF 3 LBS/1000 SF.
- INLET PROTECTION TYPE D TO BE PROVIDED AT NEAREST DOWNSTREAM STORM SEWER INLET ALONG W. MAIN STREET.
- EROSION CONTROL BLANKET SHALL BE INSTALLED ALONG ALL SLOPES THAT ARE STEEPER THAN 4:1 AND AT BOTTOM OF SWALES.

LOT AREA (GSA):

32,444± SF (0.74 AC)

EXISTING ZONING:

ER-1
(MINIMUM LOT AREA = 40,000 SF)
PROPOSED CONDITIONAL USE TO USE SR-4 RESIDENTIAL BULK STANDARDS

MINIMUM LANDSCAPE SURFACE AREA (LSA):

60%

EXISTING SURFACE AREAS:

BUILDINGS	3,601± SF (11.1%)
ASPHALT PAVEMENT	3,563± SF (11.0%)
CONCRETE PAVEMENT	374± SF (1.1%)
CONCRETE PAVERS	725± SF (2.2%)
GRAVEL	573± SF (1.8%)

TOTAL 8,836± SF (27.2%)

LANDSCAPE AREA 23,608± SF (72.8%)

PROPOSED SURFACE AREAS:

BUILDINGS	5,504 SF (17.0%)
ASPHALT PAVEMENT	2,536 SF (7.8%)
CONCRETE PAVEMENT	290 SF (0.9%)
WALLS & RETAINING WALLS	293 SF (0.9%)
LAKE SIDE POOL AND PATIO	1,335 SF (4.1%)
LAKESHORE PATH	324 SF (1.0%)

TOTAL 10,282 SF (31.7%)

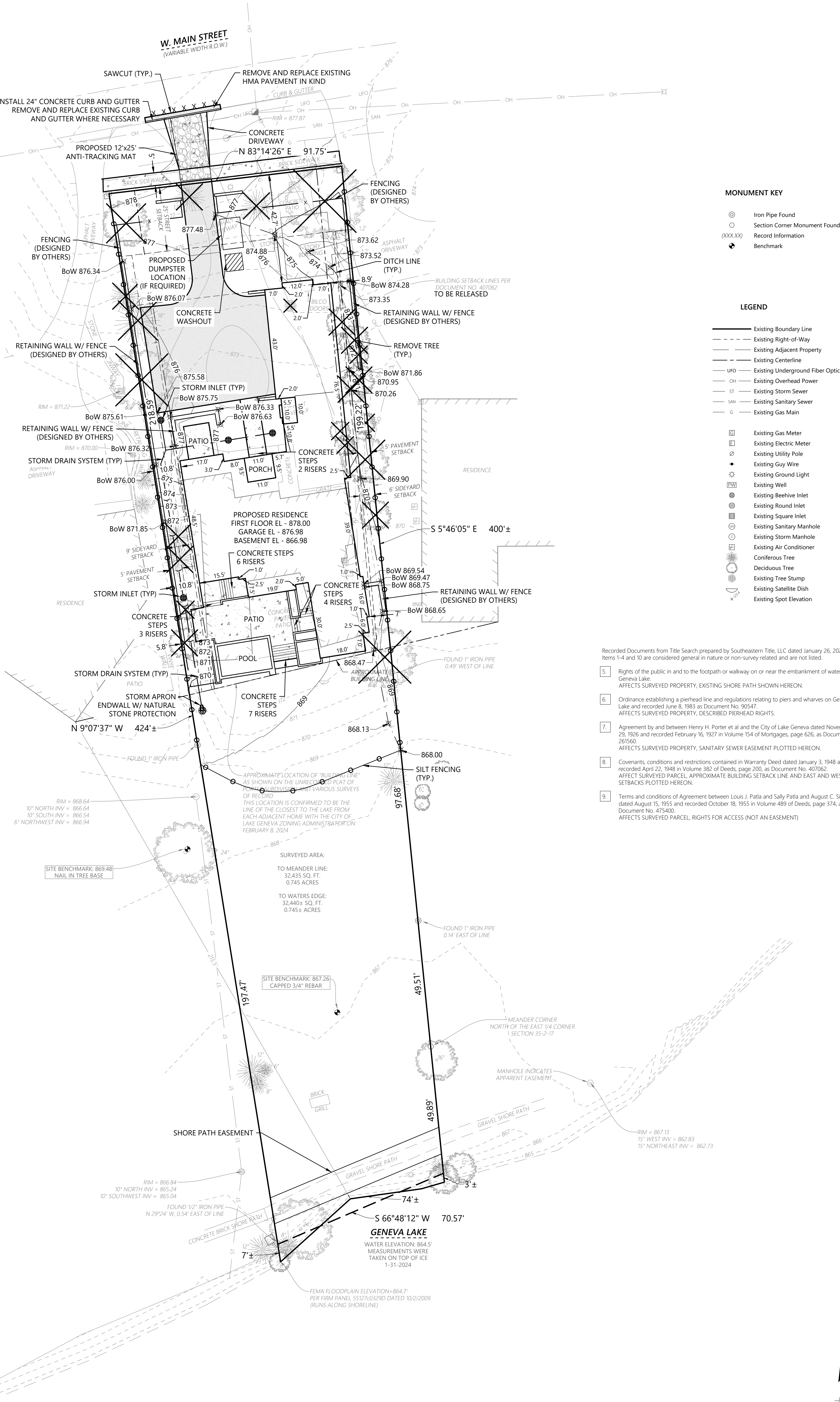
LANDSCAPE AREA 22,162 SF (68.3%)

GENERAL NOTES:

- CONTRACTOR TO VERIFY EXISTING WATER SERVICE SIZE. WATER SERVICE TO BE VERIFIED FOR FUTURE REUSE IN THE NEW HOME.
- EXISTING SEWER SERVICE WILL BE REQUIRED TO BE TV INSPECTED FOR CONDITION PRIOR TO REUSE. SERVICE MAY REQUIRE REPLACEMENT IF FOUND TO BE IN POOR CONDITION.

REMOVALS NOTE:

- ENTIRETY OF EXISTING HOUSE, 1-STORY BUILDING, ASPHALT DRIVEWAY, CONCRETE WALKWAYS, AND CONCRETE PAVER PATIO TO BE REMOVED.



Recorded Documents from Title Search prepared by Southeastern Title, LLC dated January 26, 2024. Items 1-4 and 10 are considered general in nature or non-survey related and are not listed.

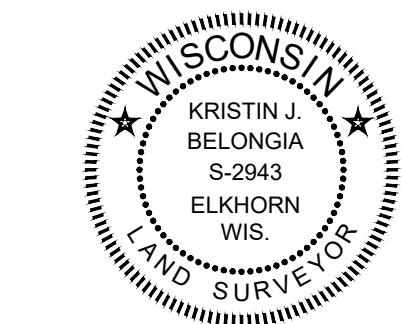
- Rights of the public in and to the footpath or walkway on or near the embankment of water of Geneva Lake.
AFFECTS SURVEYED PROPERTY, EXISTING SHORE PATH SHOWN HEREON.
- Ordinance establishing a pierhead line and regulations relating to piers and wharves on Geneva Lake and recorded June 8, 1983 as Document No. 90547.
AFFECTS SURVEYED PROPERTY, DESCRIBED PIERHEAD RIGHTS.
- Agreement by and between Henry H. Porter et al and the City of Lake Geneva dated November 29, 1926 and recorded February 16, 1927 in Volume 154 of Mortgages, page 626, as Document No. 261560.
AFFECTS SURVEYED PROPERTY, SANITARY SEWER EASEMENT PLOTTED HEREON.
- Covenants, conditions and restrictions contained in Warranty Deed dated January 3, 1948 and recorded April 22, 1948 in Volume 382 of Deeds, page 200, as Document No. 407062.
AFFECT SURVEYED PARCEL, APPROXIMATE BUILDING SETBACK LINE AND EAST AND WEST SETBACKS PLOTTED HEREON.
- Terms and conditions of Agreement between Louis J. Patia and Sally Patia and August C. Sievers dated August 15, 1955 and recorded October 18, 1955 in Volume 489 of Deeds, page 374, as Document No. 475400.
AFFECTS SURVEYED PARCEL, RIGHTS FOR ACCESS (NOT AN EASEMENT)

SNOW NOTE

APPROXIMATELY 3 INCHES OF SNOW AND/OR ICE COVERED THE SITE AT THE TIME OF FIELD WORK. CERTAIN IMPROVEMENTS AND/OR UTILITIES MAY HAVE BEEN VISUALLY OBSTRUCTED DURING CONDUCTING THE SURVEY.

EASEMENT NOTE

SURVEYED PROPERTY SUBJECT TO ANY AND ALL EASEMENTS AND AGREEMENTS RECORDED AND UNRECORDED.



Kristin J. Belongia, P.L.S.
Wisconsin Professional Land Surveyor S-2943
County of Walworth

I hereby certify that I have supervised the survey of the property described above and to the best of my knowledge and belief, the plat drawn hereon complies with Chapter A-E 7 of the State of Wisconsin Administrative Code, Minimum Standards for Property Surveys and correctly represents said survey and its location.
Given under my hand and seal this 8th day of February, 2024 at Beloit, Wisconsin.
Last day of field work January 31st, 2024
Revised this 3rd day of May, 2024 to show site layout, grading, and erosion control

If the surveyor's signature is not red in color, the plan is a copy that should be assumed to contain unauthorized alterations. The certification contained on this document shall not apply to any copies.

ORDER NO: 34925

FIELD CREW: BMR
DRAWN BY: BMR
SHEET 1 OF 1

FOR THE EXCLUSIVE USE OF:

Lake Geneva Architects
323 Broad Street, Suite 102
Lake Geneva, WI 53147

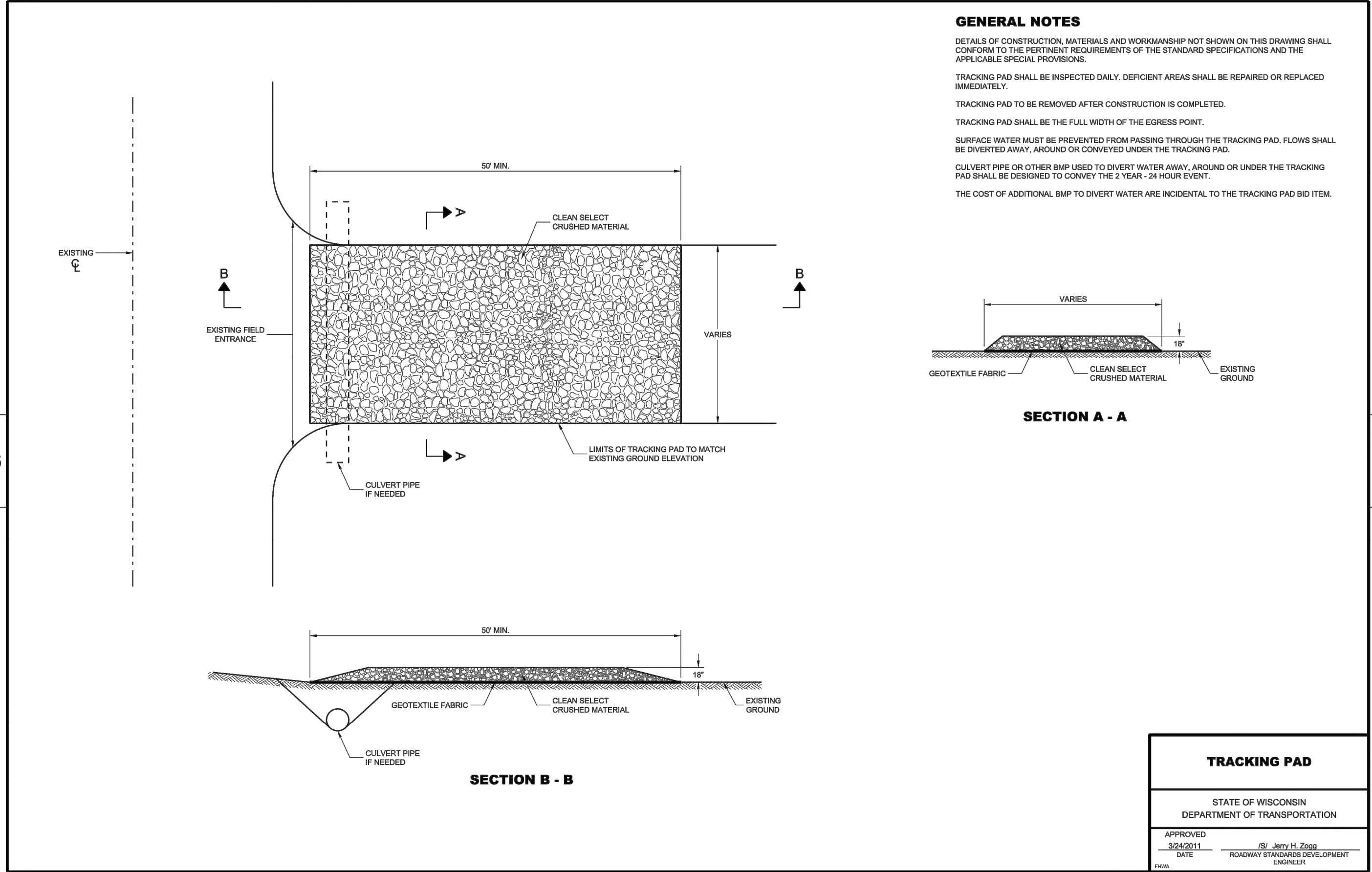
PLAT OF SURVEY WITH SITE LAYOUT, GRADING,
AND EROSION CONTROL
FOR ROBERT LOQUERCIO & VERONICA ZEPEDA-LOQUERCIO
LAKE GENEVA, WISCONSIN

Batterman
engineers surveyors planners

2857 Bartells Drive
Beloit, Wisconsin 53511
608.365.4464
1040 N Wisconsin Street
Elkhorn, Wisconsin 53121
262.379.2250
www.rhbatterman.com



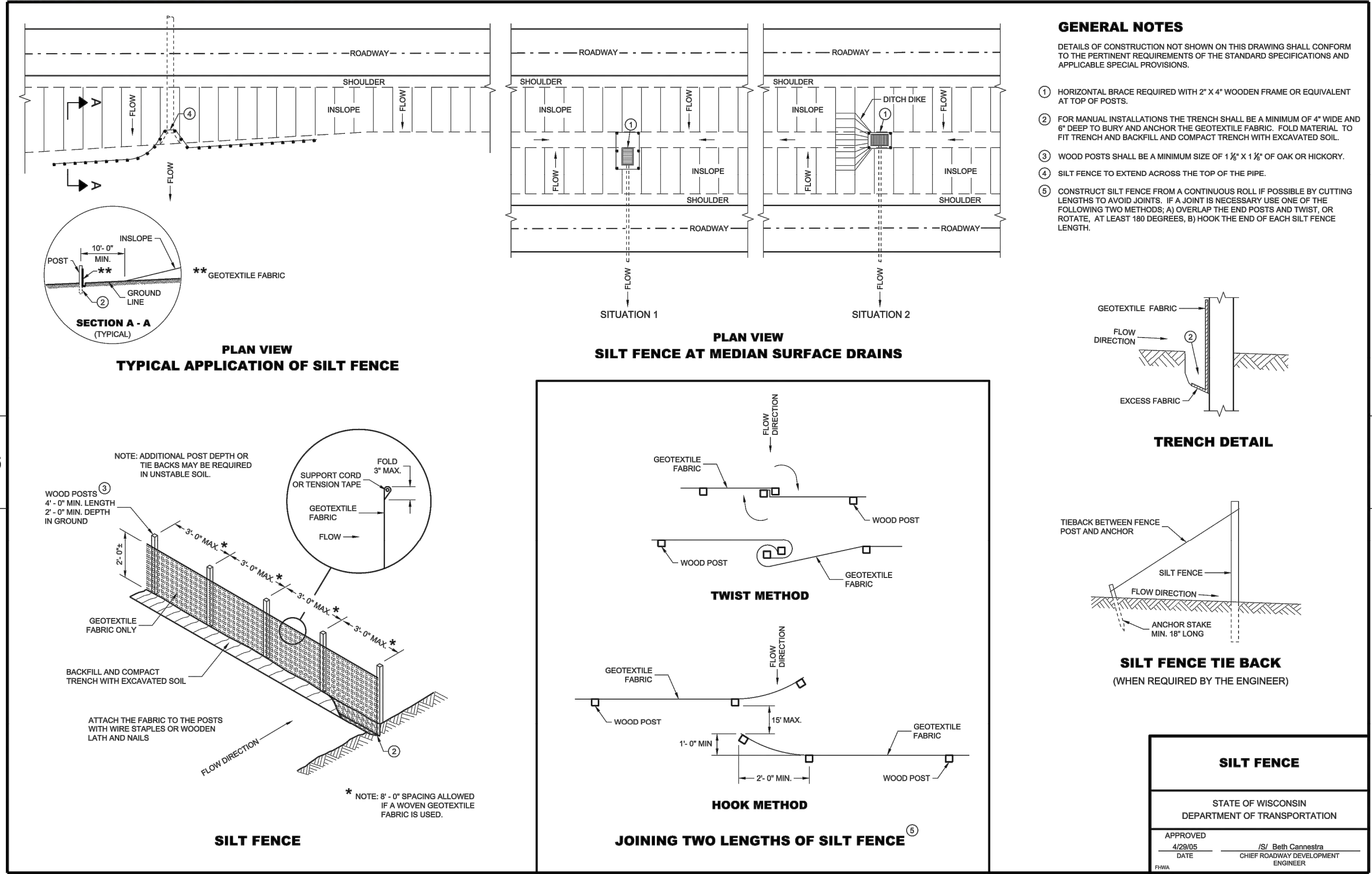
SDD 08E14 Tracking Pad



SDD 08E09 - 06

6

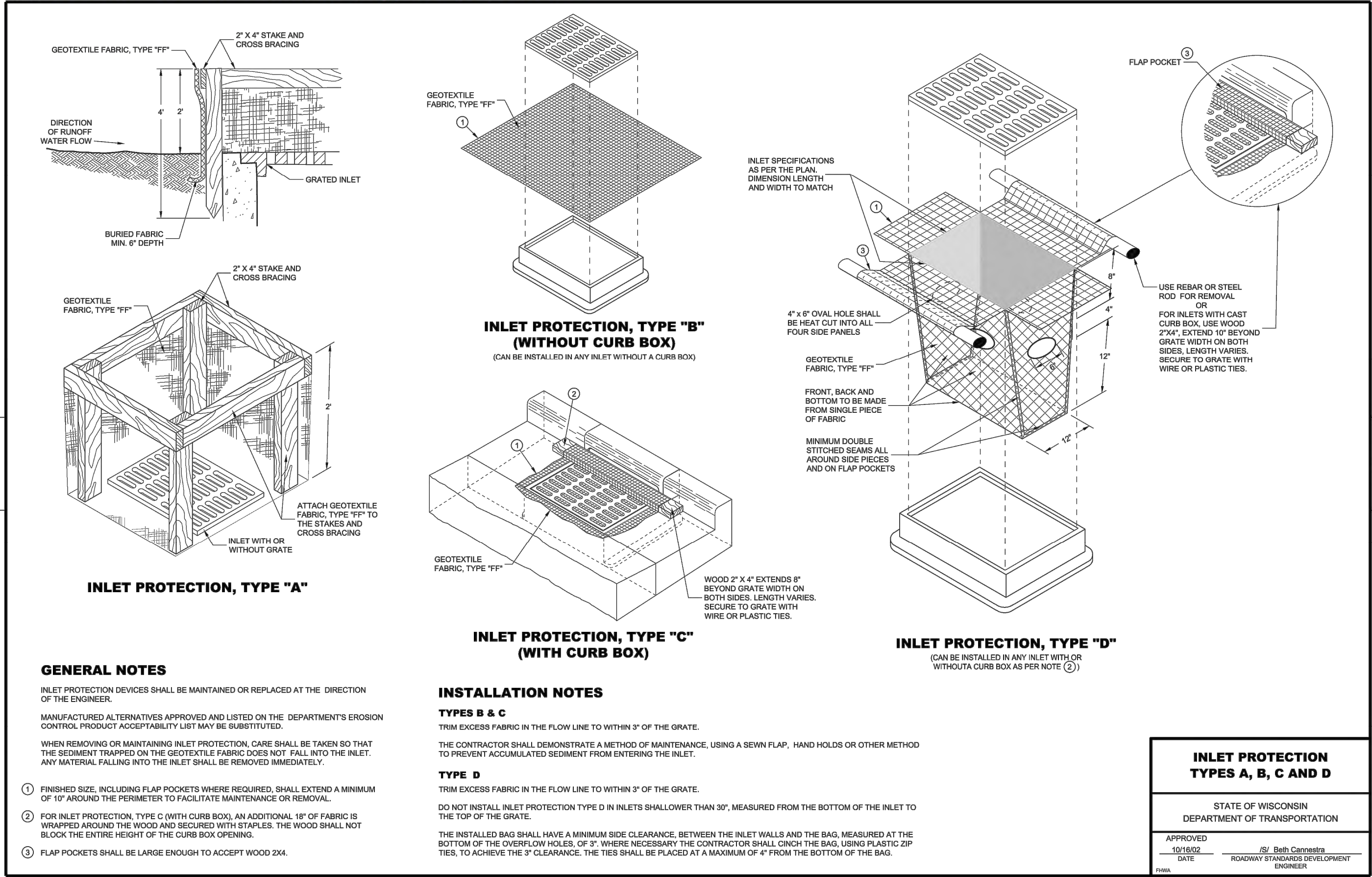
SDD 08E09 Silt Fence



SDD 08E09 - 06

6

SDD 08E10 Inlet Protection, Types A, B, C and D



SDD 08E10 - 02

6

DESIGNED BY: LC/NJ
DRAWN BY: LC
CHECKED BY: NJ
APPROVED BY: NJ
PROJECT NO.: 34925

SHEET NO.

C3.01

LOQUERCIO RESIDENCE
1310 WEST MAIN STREET
CITY OF LAKE GENEVA
WALWORTH COUNTY, WISCONSIN

DETAILS

NOTE: DIMENSIONAL DATA IS NOT TO BE OBTAINED BY SCALING ANY PORTION OF THIS DRAWING.

34925 - SITE LAYOUT.DWG

ISSUANCE
CITY SUBMITTAL
2024-05-03

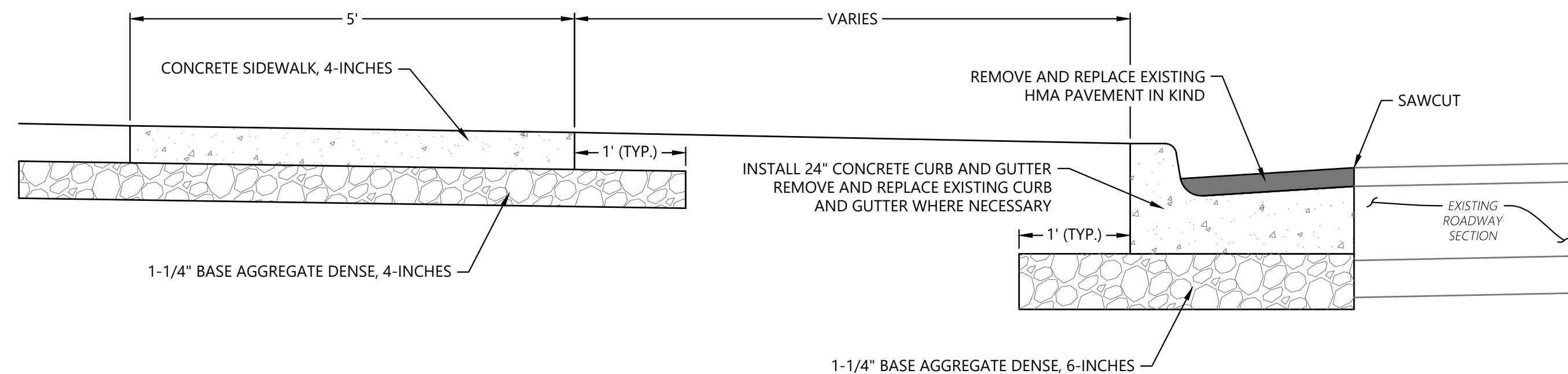
2857 Banelis Drive
Beloit, WI 53511
(608) 365-4464

19 N. High Street
Janesville, WI 53548
(608) 743-9350

1040 N. Wisconsin St.
Ekhorn, WI 53121
(262) 379-2250

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The diagrams illustrate three methods of joining geotextiles:

- Anchor Slot:** Shows two geotextile sheets joined by a slot. Dimensions include a 12" slot width, a 3" depth, and a 6" height. Labels include "Staples", "Tamp Soil Firmly", and "Anchor Slot".
- Single Joint:** Shows two geotextile sheets joined by a single staple. Dimensions include a 4" minimum overlap. Labels include "Staples" and "Single Joint".
- Parallel Overlaps:** Shows two geotextile sheets joined by a staple. Dimensions include a 4" minimum overlap. Labels include "Staple" and "Parallel Overlaps".

Below the diagrams are three detailed views of the fasteners:

- DETAIL 1:** A side view of a staple with dimensions: 6" Min (length), 1" Min (width), and 1" Min (height).
- DETAIL 2:** A side view of a push pin with dimensions: 6" Min (length), 1.5" Min (width), and 7" (height).
- DETAIL 3:** A side view of a push pin with dimensions: 6" Min (length), 1.5" Min (width), and 7" (height).

1. For sandy soil conditions, staple or push pin shall be a minimum 8 inches.

- NOTES:
1. Staples shall be placed in a diamond pattern at 2 per s.y. for stitched blankets. Non-stitched shall use 4 staples per s.y. of material. This equates to 200 staples with stitched blanket and 400 staples of non-stitched blanket per 100 s.y. of material.
 2. Staple or push pin length shall be selected based on soil type and conditions. (minimum staple length is 6")
 3. Erosion control material shall be placed in contact with the soil over a prepared seedbed.
 4. All anchor slots shall be stapled at approximately 12" intervals.



	
124 S Pine Street Arlington, Tennessee 37003 kapur@kapur.com	
PROJECT:	
DRIVEWAY APRON STANDARDS	
LOCATION:	
CITY OF LAKE GENEVA, WALTHORTH COUNTY	
CLIENT:	
	
DESIGNER:	
PLANNING	
PERIODS:	
1	DATE: DESCRIPTION:
NORTH ARROW	
	
PLAN	
	
SHEET:	
URBAN CONCRETE DRIVEWAY APRON STANDARD	
TITLE SHEET NUMBER: 01	

ISSUANCE	
CITY SUBMITTAL	2024-05-03
-	-
-	-
-	-
-	-
-	-

DETAILS

NOTE: DIMENSIONAL DATA IS NOT TO BE OBTAINED BY SCALING ANY PORTION OF THIS DRAWING.

24925 - SITE LAYOUT DWG

DESIGNED BY:	LC/NJ
DRAWN BY:	LC
CHECKED BY:	NJ
APPROVED BY:	NJ
PROJECT NO:	34925

SHEET NO.

C3.02

CURRENT ZONING: ER-1 (SHORELAND) IN CITY OF LAKE GENEVA, WALWORTH COUNTY.

CURRENT ZONING: ER-1 (SHORELAND) IN CITY OF LAKE GENEVA, WALWORTH COUNTY.

- THIS PROPERTY IS SUB-STANDARD DUE TO LOT WIDTH AND AREA PER SEC. 98-407 (1)
- THIS PROPERTY IS USING SR-4 ZONING STANDARDS PER CONDITIONAL USE PERMIT VIA SEC. 98-407 (3)A

HEIGHT / AREA / YARD REQUIREMENTS

LOT AREA - MIN. 40,000 S.F. (32,134 S.F. ACTUAL)
LOT WIDTH - MIN. 150' (90' ACTUAL AVG.)

BUILDING LOCATION AND HEIGHT

STREETYARD SETBACK - 25'

SHOREYARD SETBACK - 100' MIN

SIDEYARD SETBACK - 6'

(REDUCED PER CONDITIONAL USE PERMIT)

MAXIMUM BLDG. HEIGHT - 35'

BUILDING HEIGHT: THE VERTICAL DISTANCE FROM 1) THE LOWEST ELEVATION OF THE ADJOINING GROUND LEVEL OR 2) THE ESTABLISHED GRADE, WHICHEVER IS LOWER, TO THE TOP OF THE CORNICE OF A FLAT ROOF, TO THE DECLINE OF A MANSARD ROOF, TO A POINT OF THE ROOF DIRECTLY ABOVE THE HIGHEST WALL OF A SHED ROOF, TO THE UPPERMOST POINT ON A ROUND OR OTHER ARCH-TYPE ROOF, OR TO THE MEAN DISTANCE OF THE HIGHEST GABLE ON A PITCHED OR HIP ROOF; ALSO APPLIES TO STRUCTURES.

SUBSTANDARD LOT: A LOT OF RECORD WHICH LAWFULLY EXISTED PRIOR TO THIS CHAPTER, WHICH WOULD NOT CONFORM TO THE APPLICABLE REGULATIONS IF THE LOT WERE TO BE CREATED UNDER THE CURRENT PROVISIONS OF THIS CHAPTER.

LOT WIDTH: THE MAXIMUM HORIZONTAL DISTANCE BETWEEN THE SIDE LOT LINES OF A LOT, MEASURED PARALLEL TO THE FRONT LOT LINES AND AT THE REAR OF THE REQUIRED FRONT YARD.

R.H. BATTERMAN & CO., INC.
2857 BARTELLS DRIVE
BELOIT, WISCONSIN 53511

R.H. BATTERMAN & CO., INC.
2857 BARTELLS DRIVE
BELOIT, WISCONSIN 53511

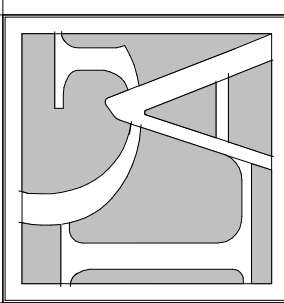
PHONE (262) 379-2250

	NEW STRUCTURE		EXISTING GRADE
	FUTURE STRUCTURE		ABANDONED GRADE
	DECKS, PATIOS, TERRACES		NEW GRADE
	HARD SURFACE (PAVERS, CONCRETE, ASPHALT)		SILT FENCING
	SOIL STOCKPILE		PROPERTY LINE
			SETBACK LINE
			14" TREE EXISTING TREE
			10" TREE EXISTING TREE TO BE REMOVED



LAKE GENEVA ARCHITECTS
323 BROAD ST., SUITE 102
LAKE GENEVA, WI 53147
262.248.1400
LakeGenevaArchitects.com

LAKE GENEVA
Architects
STUDIO OF JASON R. BERNARD



LOQUERCIO RESIDENCE

1310 W MAIN STREET
LAKE GENEVA, WI 53147

☒	DESIGN SET
☐	PERMIT SET
☐	CONSTRUCTION

REVISIONS:

No.	DATE

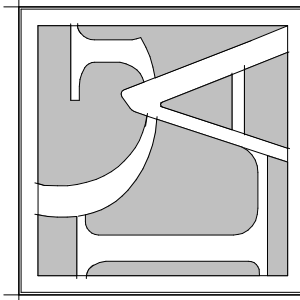
DATE:	5/3/20
PROJECT #	

A0

SITE PLAN

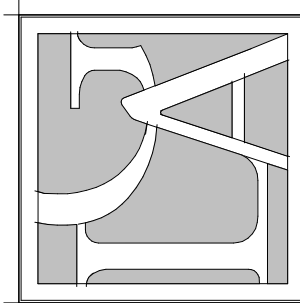


LOWER LEVEL FLOOR PLAN
1/4" = 1'-0"



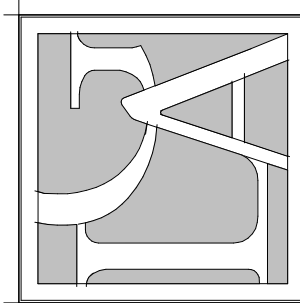


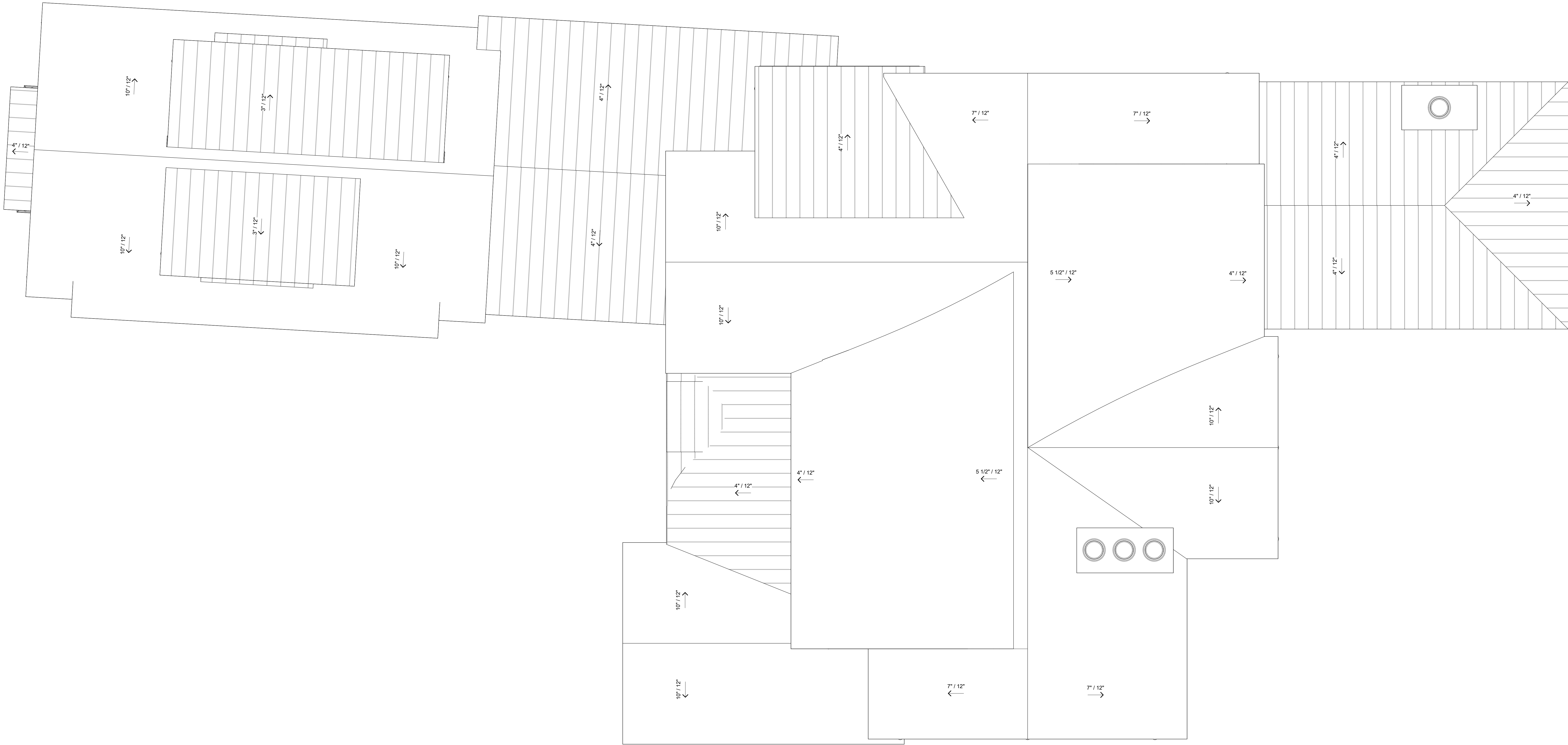
FIRST FLOOR PLAN
1/4" = 1'-0"





SECOND FLOOR PLAN
1/4" = 1'-0"





ROOF PLAN
1/4" = 1'-0"

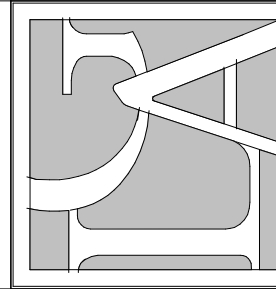
LOQUERCIO RESIDENCE
1310 W MAIN STREET
LAKE GENEVA, WI 53147

- DESIGN SET
PERMIT SET
CONSTRUCTION

REVISIONS:	
NO.	DATE

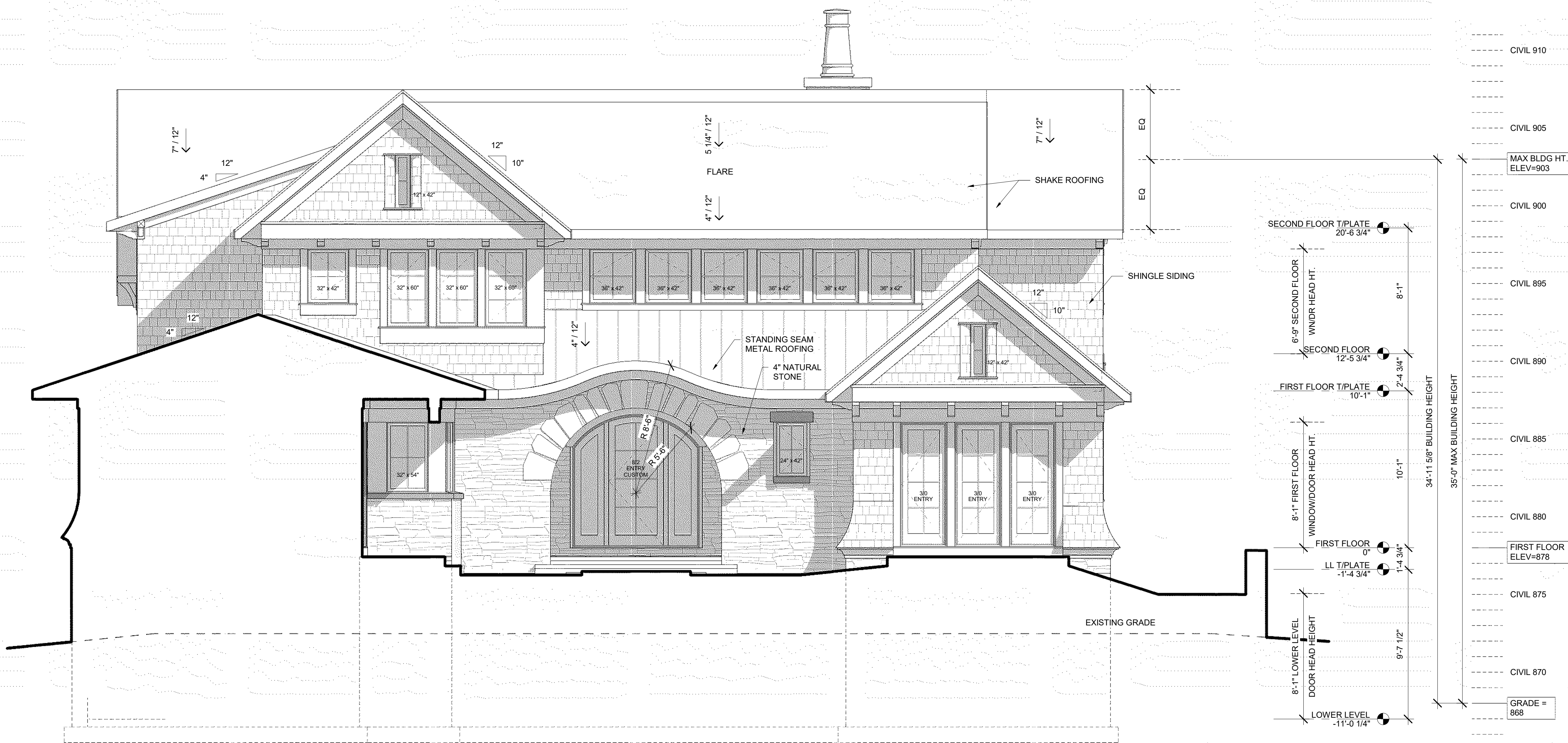
DATE: 5/3/24
PROJECT #

A4
ROOF PLAN



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Architects
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262.248.1400
LakeGenevaArchitects.com

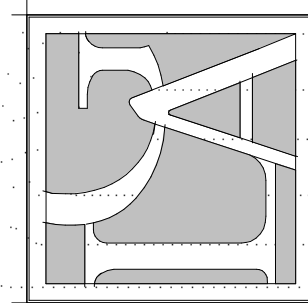


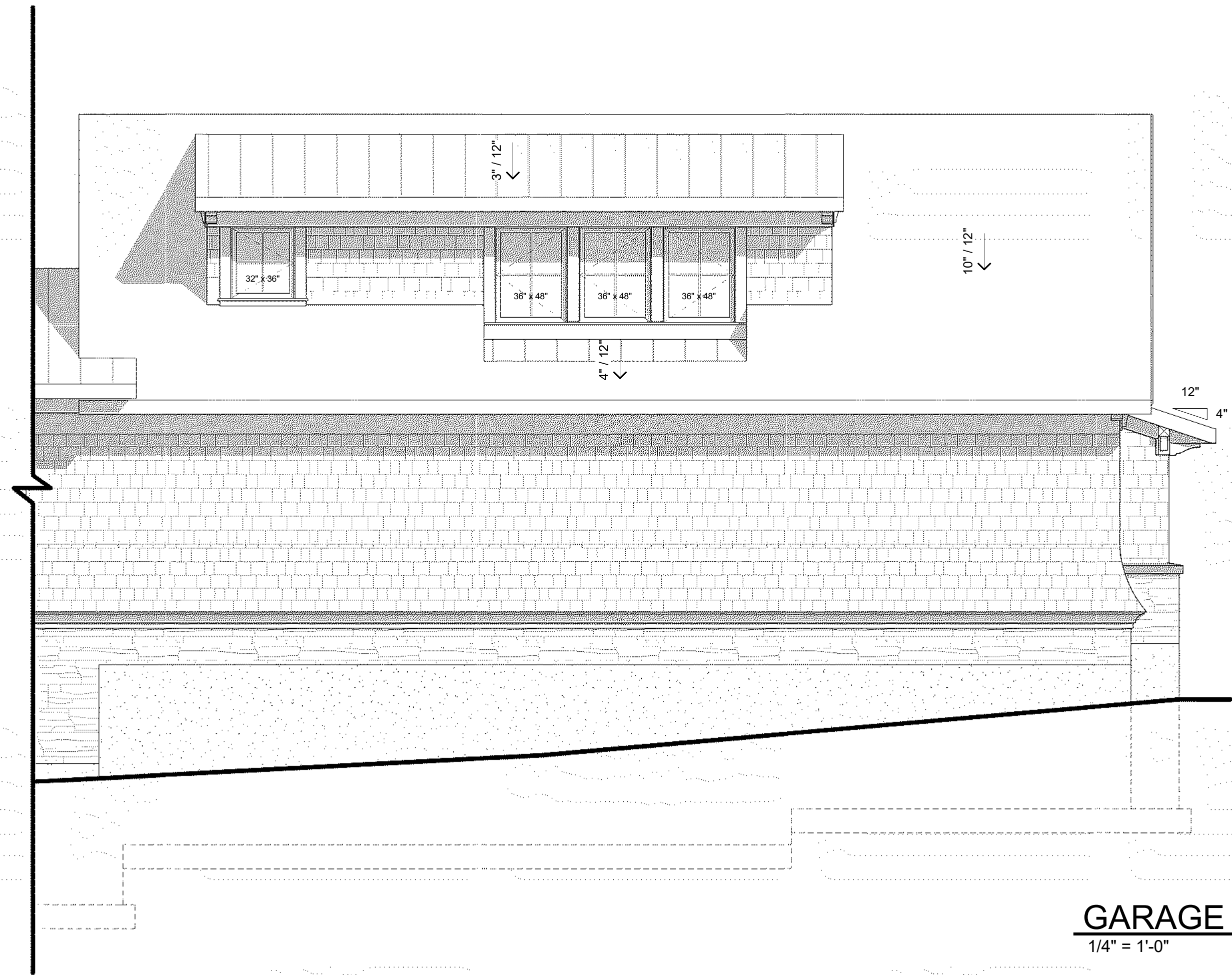
NORTH ELEVATION
1/4" = 1'-0"



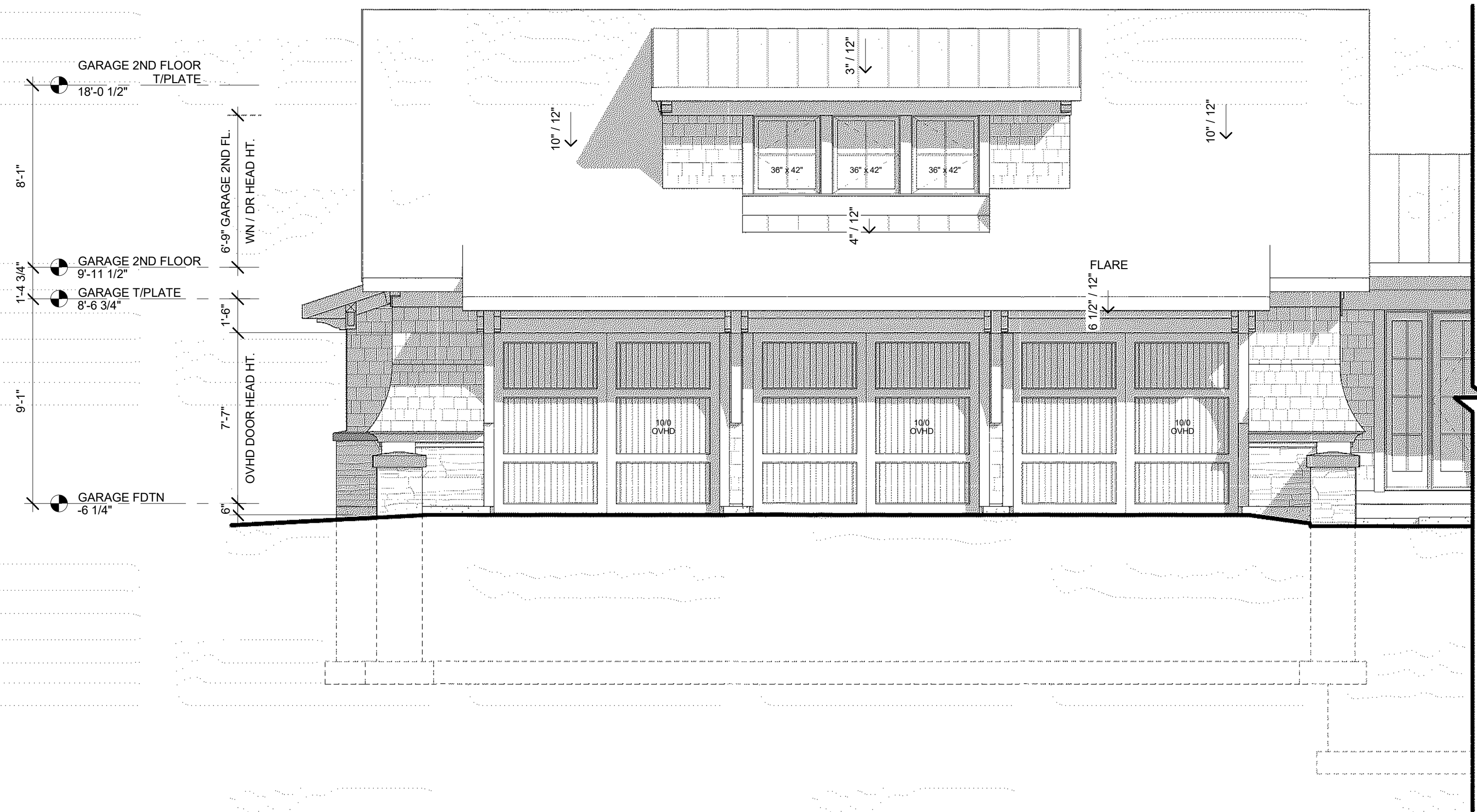
SOUTH ELEVATION
1/4" = 1'-0"

CIVIL 910	
CIVIL 905	
MAX BLDG HT. ELEV=903	
CIVIL 900	
CIVIL 895	
CIVIL 890	
CIVIL 885	
CIVIL 880	
FIRST FLOOR ELEV=878	
CIVIL 875	
CIVIL 870	
GRADE = 868	
CIVIL 865	
CIVIL 860	
CIVIL 910	
CIVIL 905	
MAX BLDG HT. ELEV=903	
CIVIL 900	
CIVIL 895	
CIVIL 890	
CIVIL 885	
CIVIL 880	
FIRST FLOOR ELEV=878	
CIVIL 875	
CIVIL 870	
GRADE = 868	
CIVIL 865	
CIVIL 860	

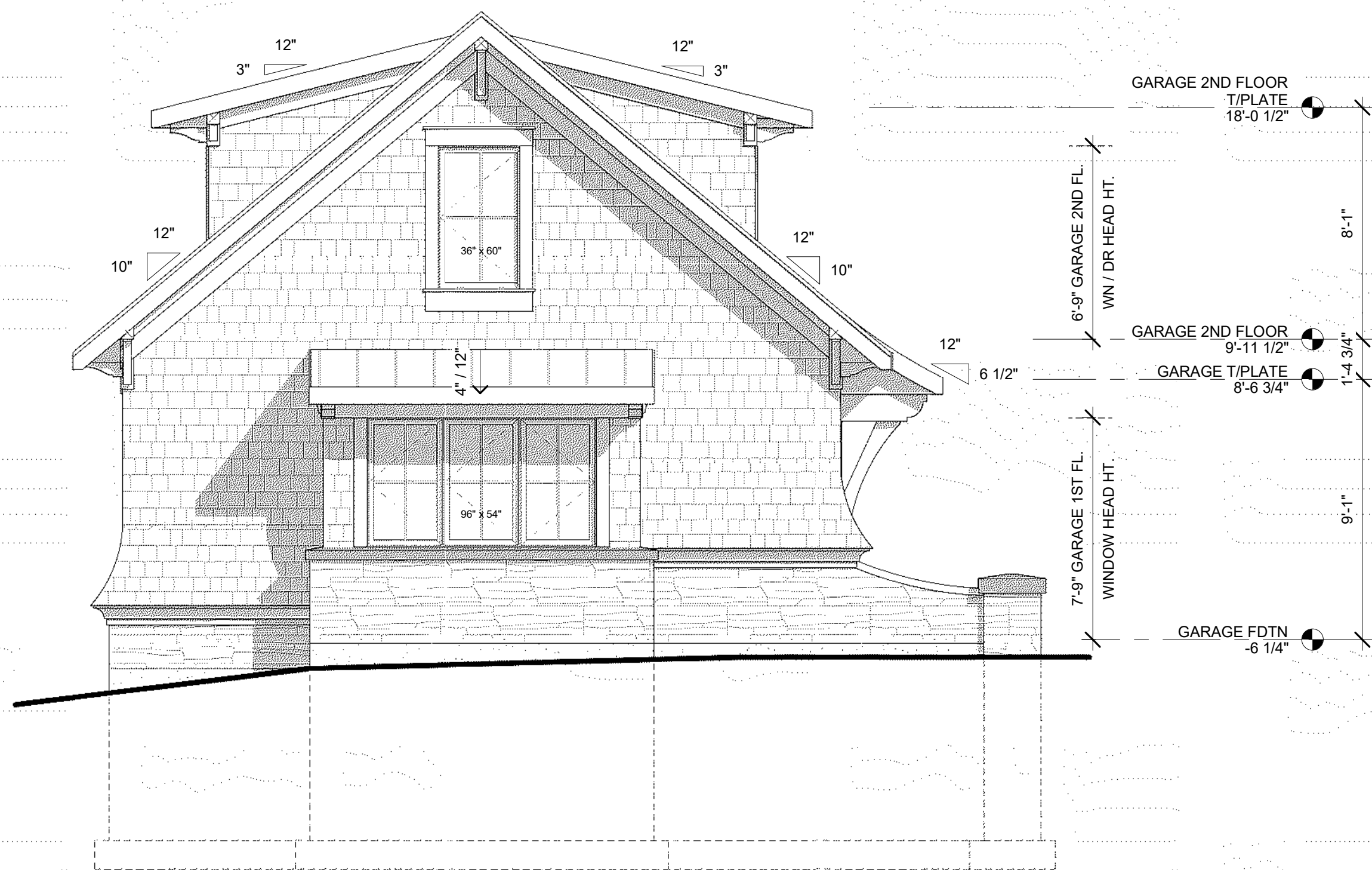




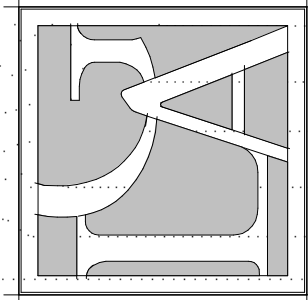
GARAGE EAST ELEVATION
1/4" = 1'-0"



GARAGE WEST ELEVATION
1/4" = 1'-0"



GARAGE NORTH ELEVATION
1/4" = 1'-0"



L A K E G E N E V A
Architects
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262.248.1400
LakeGenevaArchitects.com

LOQUERCIO RESIDENCE
1310 W MAIN STREET
LAKE GENEVA, WI 53147

DESIGN SET
PERMIT SET
CONSTRUCTION

NO.	REVISIONS:	DATE

DATE: 5/3/24
PROJECT #

A7
ELEVATIONS



EASEMENT LEGAL DESCRIPTION

A PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 35 AND PART OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 36, T. 2 N., R. 17 E., OF THE 4TH P.M., CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN

LEGAL DESCRIPTION FOR PEDESTRIAN INGRESS/EGRESS EASEMENT

Part of the Southeast 1/4 of the Northeast 1/4 of Section 35 and part of the Southwest 1/4 of the Northwest 1/4, T. 2 N., R. 17 E., of the 4th P.M., City of Lake Geneva, Walworth County, Wisconsin, described as follows:

Commencing at a point at the intersection of the Southerly line of Main Street and the East line of Section 35 (T. 2 N., R. 17 E.); thence South 83°14'26" West a distance of 60.35 feet to the Northeast corner of lands described in the Document No. 1085294; thence South 5°46'05" East along the East line of the lands described in Document No. 1085294 a distance of 399.78 feet to the Point of Beginning; thence continue South 5°46'05" East a distance of 10.45 feet; thence South 67°17'10" West a distance of 70.89 feet to the West line of lands described in Document No. 1085294; thence North 9°07'37" West along said West line a distance of 10.29 feet; thence North 67°17'10" East a distance of 71.52 feet to the point of beginning.

Total pedestrian ingress/egress easement contains 712 square feet (0.016 acres) more or less.

ORDER NO: 34925

DATE: April 17, 2024
FIELD CREW: BMR
DRAWN BY: BMR
SHEET 1 OF 2

EXHIBIT A

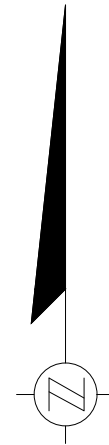
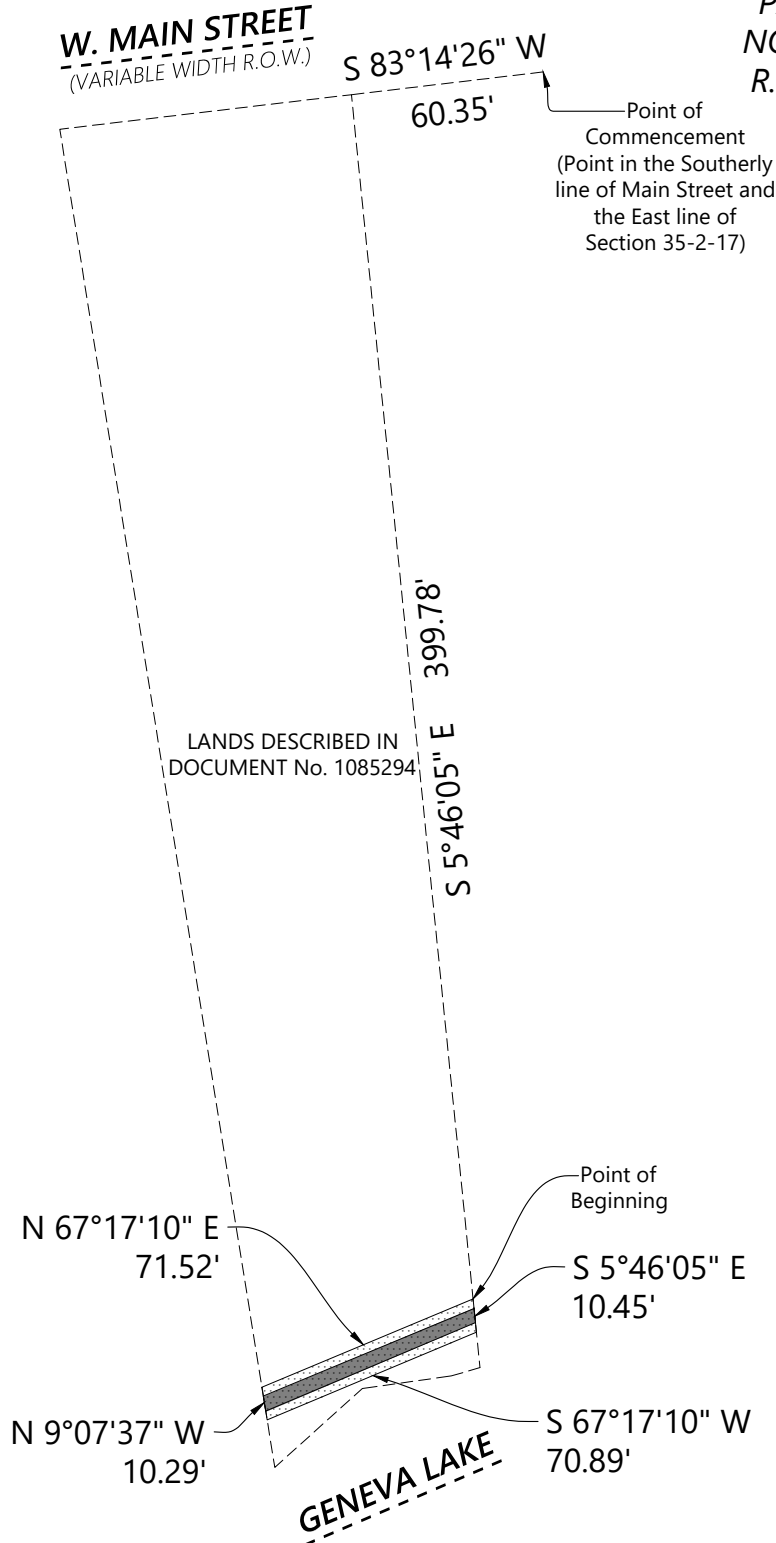
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BELOIT | ELKHORN | JANESVILLE
2857 S. Bartells Dr., Beloit, WI 53511
608.365.4464 | www.rhbatterman.com



SHORE PATH EASEMENT

A PART OF THE SOUTHEAST 1/4 OF THE
NORTHEAST 1/4 OF SECTION 35 AND
PART OF THE SOUTHWEST 1/4 OF THE
NORTHWEST 1/4 OF SECTION 36, T. 2 N.,
R. 17 E., OF THE 4TH P.M., CITY OF LAKE
GENEVA, WALWORTH COUNTY,
WISCONSIN



Scale: 1" = 60'



LEGEND

- Proposed Easement
- Proposed Pathway

ORDER NO: 34925

DATE: April 17, 2024
FIELD CREW: BMR
DRAWN BY: BMR
SHEET 2 OF 2

EXHIBIT A

Batterman

engineers surveyors planners
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2857 S. Bartells Dr., Beloit, WI 53511
608.365.4464 | www.rhbatterman.com



PATHWAY EASEMENT

Document Number

Document Title

GRANTOR, ROBERT P. LOQUERCIO and VERONICA ZEPEDA-LOQUERCIO

The undersigned grantor, for good and valuable consideration to him paid by the city of Lake Geneva ("Grantee"), with its municipal office at 626 Geneva Street. Lake Geneva, WI 53147, the receipt, and sufficiency of which are hereby acknowledged, conveys, and warrants to grantee, its successors and assign a perpetual easement, in through, upon and over a strip of land ten (10) feet in width and for their own purposes to construct, inspect, maintain, replace, repair, reconstruct, alter, relocate, and remove a pedestrian path.

Agrees not the erect any additional permanent structures within the pedestrian easement.

GRANTEE, CITY OF LAKE GENEVA

Shall replace or repair in good workmanlike manner all tile irrigation systems or fences damaged during the maintenance, reconstruction, or removal of the pedestrian path. All damages associated with the maintenance, reconstruction or removal of the pedestrian path shall be paid by the grantee.

Recording Area

Name and Return Address

R.H. BATTERMAN & CO., INC.
2857 BARTELLS DRIVE
BELOIT, WI 53511

Parcel Identification Numbers

Dated: Signed:

State of Wisconsin, County of Walworth

Grantor signed and sworn before me on

Notary Public, Walworth County, WI

Print Name:

Title:

Date Commission Expires:

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: July 15, 2024

Agenda Item #9

Applicant:

Neil Gill
W3323 Lake Forest Lane
Lake Geneva, WI 53147

Request:

190 E. Main Street
Proposed Conditional Use Permit for Commercial
Indoor Lodging in the PB (Planned Business)
Zoning District

Description:

The applicant is submitting a proposal for a Conditional Use Permit (CUP) for the creation and operation of a Commercial Indoor Lodging land use located at 190 E. Main Street. The property is located in the Planned Business (PB) Zoning District and the proposed Commercial Indoor Lodging land use is permitted as a conditional use within this zoning district. Adjacent properties to the east are zoned PB (Planned Business) and adjacent properties to the west are zoned PO (Planned Office). The property to the south is zoned SR-4 with a distance between the structure on the subject property and the existing single family home being approximately 360 feet.

The property was previously used as a medical clinic. The proposed project consists of interior remodeling to create a 4-bedroom vacation rental housing unit, operated as a year-round short-term rental option with capacity to sleep up to eight adults. South of the existing building, the applicant proposes several site improvements in the form of recreational amenities for the rental unit, including the construction of a 20'x44' pickleball court and a bocce ball court or bags area. The site features four existing parking stalls that would be retained. The lot is approximately 2.3 acres.

Staff Review:

Land Use and Zoning

The proposed land use is allowable within the PB zoning district upon obtaining a Conditional Use Permit. Commercial indoor lodging facilities include land uses which provide sleeping accommodations for overnight and/or extended-stay housing in individual rooms or suites of rooms, for consideration to transients. Such land uses may provide in-room or in-suite kitchens and may also provide indoor recreational facilities for the exclusive use of their customers. This land use includes sleeping accommodations provided for transients for overnight and/or extended stay housing in distancing housing units including single family, twin home, duplex, townhome, multiplex, and apartment dwelling units commonly referred to as vacation homes.

The use must comply with the following regulations:

- a. If located on the same side of a building as abutting residentially zoned property, no customer entrance of any kind shall be permitted within 100 feet of a residentially zoned property. *Not applicable as the proposed customer entrance is not located within 100 feet of a residentially zoned property.*
- b. Facility shall provide a buffer yard with a minimum opacity of 0.60 along all property borders abutting residentially zoned property (see Section 98-610). *A densely wooded area within environmental corridor is located along the border of the residentially zoned property.*
- c. Within the PO District, each and every room must take primary access via an individual interior door, and may not be accessed via an external balcony, porch or deck, except for emergency purposes. *Not applicable as the property is not within the PO District.*
- d. All vehicles shall have and shall be parked on an improved surface, including any type of recreational vehicle. *Requirement met; parking is proposed on paved surfaces with appropriate pavement markings for parking stalls.*
- e. No outside storage of any recreational accessories, such a pool floats, life jackets, etc. *No outdoor storage is proposed.*
- f. Shall comply with Section 98-905, Conditional use review and approval. *Application is following proper procedures for review and approval.*
- g. After approval, applicant must apply for City business license. *Applicant shall apply for business license after approval.*
- h. After approval, applicant must apply for and comply with the room tax permit. *Applicant shall comply after approval.*
- i. Parking regulations: one space per bedroom, plus one space for each employee on the largest work shift. *Four parking spaces are provided, which meets the requirement of one per bedroom. Each parking stall meets the minimum parking stall dimensions, and an appropriate drive aisle is also provided.*

Site Layout and Design

The proposed building addition maintains the structure's existing setbacks and the site's existing paved areas. Within the existing paved area, parking stalls are proposed to be added as well as the recreation areas described in this memo and shown on the site plan. No grading is proposed, and no expanded paving area is proposed. No exterior improvements or alterations are proposed to the building are proposed in the application materials.

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 include 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.
2. Staff recommends the Plan Commission adopt the *affirmative set of findings* provided under A.1-6., 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 Neil Gill, W3323 Lake Forest Lane, Lake Geneva, WI, for the proposed conversion of the building and property located at 190 E. Main Street, Tax Key No. ZA370600001, to be used for Commercial Indoor Lodging in the PB Zoning District, 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 Neil Gill, W3323 Lake Forest Lane, Lake Geneva, WI, for the proposed conversion of the building and property located at 190 E. Main Street, Tax Key No. ZA370600001, to be used for Commercial Indoor Lodging in the PB Zoning District, including the dissenting set of findings, and any additional conditions of recommended by staff, because [provide rationale for denial, based on substantial evidence].*

Sonja Kruesel, AICP
City Planning Consultant
Vandewalle & Associates

Memo to City of Lake Geneva

To: Fred Walling, Zoning Administrator **Date:** June 17, 2024

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

CC: Lake Geneva Plaza LLC
William R Henry, Kehoe-Henry & Associates, Inc.
Dave Nord – City Administrator
Amanda Rotondi – Building and Zoning Administrative Assistant
Tom Earle – Director of Public Works
Josh Gajewski – Utility Director

Subject: **CONDITIONAL USE RECOMMENDED APPROVAL – 190 E. Main Street (PIN ZA370600001)**
Kapur Project #240167 Phase 07

BACKGROUND AND REQUEST:

A Conditional Use application was submitted by Lake Geneva Plaza for the proposed conditional use of commercial indoor lodging at 190 E Main Street (PIN ZA370600001).

The following plan and calculations were submitted for review:

- **Proposed commercial use for Commercial Indoor Lodging Site Plan**, prepared by **Kehoe-Henry & Associates**, one sheet, dated **May 31, 2024**.

Comments:

Kapur recommends approval of the Conditional Use application for commercial indoor lodging at 190 E Main based on the information reviewed above. This approval is subject to the following conditions:

1. The amenities in the existing asphalt pavement area (pickleball, bags, and parking stalls) may not modify the existing grades nor may they create an increase in the impervious surface on the site.
2. Existing drainage conditions must be maintained.

The plans have been reviewed for conformance with generally accepted engineering practices and City of Lake Geneva policies. Although the material has been reviewed, the applicant is ultimately responsible for the thoroughness and accuracy of the plans and supplemental data and for compliance with state, county, and other local ordinances and procedures.

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

APPLICATION FOR CONDITIONAL USE

City of Lake Geneva

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

190 E MAIN STREET ; ZA370600001 ; SEE ATTACHED
PARCEL INFORMATION SHEET

Name and Address of Current Owner: NEAL GILL ; LAKE GENEVA PLAZA LLC,
W3323 LAKE FOREST LANE, LAKE GENEVA, WI 53147

Telephone No. with area code & Email of Current Owner: 262.492.8888 ;
nealgill12345@gmail.com

Owner Signature: 

Name and Address of Applicant:

WILLIAM F. HENRY, KENOE-HENRY & ASSOCIATES, INC.,
25 N WISCONSIN STREET, ELKHORN, WI 53121

Telephone No. with area code & Email of Applicant: 262.723.4399
wrh@kenoe-henry.com

Proposed Conditional Use: COMMERCIAL INDOOR LODGING TO BE
MANAGED/OPERATED BY GENEVA LAKE VACATIONS,
SAMANTHA STRENGER, 262.994.8554.

Zoning District in which land is located: PB - PLANNED BUSINESS

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

KENOE-HENRY & ASSOCIATES, INC. TO BE DETERMINED
25 N. WISCONSIN STREET, ELKHORN, WI 53121

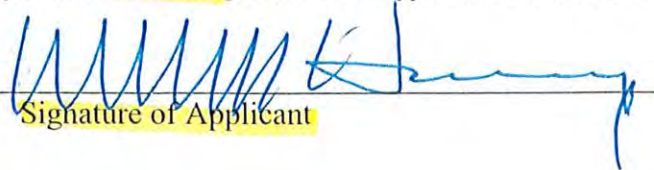
Short statement describing activities to take place on site:

COMMERCIAL INDOOR LODGING LAND USE TO CONSIST OF A 4-
BEDROOM VACATION RENTAL UNIT, OPERATED AS A YEAR-
ROUND SHORT-TERM RENTAL UNIT WITH CAPACITY TO
SLEEP UP TO 8 ADULTS.

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

6-7-2024

Date


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.

NEAL GILL

, as ~~applicant~~ petitioner for

Project:

INTERIOR REMODELING FOR COMM. INDOOR LODGING

Project Address:

190 E MAIN STREET, LAKE GENEVA

Parcel No.

ZA370600001

Name(OWNER):

LAKE GENEVA PLAZA LLC

Address:

W3323 LAKE FOREST LANE

LAKE GENEVA, WI 53147

Cell Phone: (262) - 492 - 8888

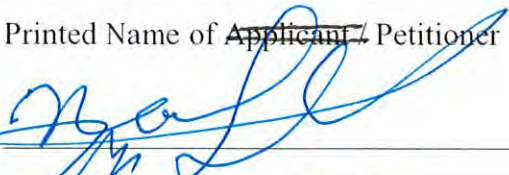
Phone: () - -

Email: nealgill12345@gmail.com

Dated this 6 Day of 18, 2024

NEAL GILL

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.

**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) Date: _____ by: _____

↓ *Draft Final Packet (8 Copies and 1 Digital Copy to Zoning Administrator)* Date: _____ by: _____

↓

☒ _____ (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.

☒ _____ (b) A map, such as the Land Use Plan Map, of the generalized location of the subject property in relation to the City as a whole:

☒ _____ (c) A written description of the proposed conditional use describing the type of activities, buildings, and structures proposed for the subject property and their general locations;

X (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.

X (e) Written justification for the proposed conditional use:
X 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?

PROPOSED VACATION RENTAL USE IS IN AN EXISTING COMMERCIAL ZONING DISTRICT, VS. A RESIDENTIAL DISTRICT.

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?

COMMERCIAL INDOOR LODGING USES ARE PRESENT IN THE AREA IMMEDIATELY TO THE NORTHWEST AND TO THE EAST.

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?

AS SHOWN ON THE ATTACHED SITE PLAN, REQUIRED PARKING IS PROVIDED WITHOUT THE NEED TO INCREASE EXISTING PAVED SURFACES. DOT & CITY RECENTLY DETERMINED THAT THE EXISTING 2 LANES OF HWY 50 ARE SUFFICIENT FOR TRAFFIC FORECASTS THROUGH 2047.

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 ITEM 2 ABOVE. PROPERTY WAS PREVIOUSLY USED AS AN EYE CLINIC.

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?

YES.

6. Do the potential public benefits of the proposed conditional use outweigh all potential adverse impacts of the proposed conditional use (as identified in Subsections 98-905(4)(b)1.-5.), after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts?

YES.

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:

____ 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) Date: _____ by: _____

↓ *Draft Final Packet (8 Copies and 1 Digital Copy to Zoning Administrator)* Date: _____ by: _____

↓

☒ ____ (a) **A written description of the intended use describing in reasonable detail the:**

☒ Existing zoning district(s) (and proposed zoning district(s) if different);

☒ Land use plan map designation(s);

☒ Current land uses present on the subject property;

☒ Proposed land uses for the subject property (per Section 98-206);

~~B_{max}~~ Projected number of residents, employees, and daily customers;

~~NC~~ Proposed amount of dwelling units, floor area, impervious surface area, and landscape surface area, and resulting site density, floor area ratio, impervious surface area ratio, and landscape surface area ratio;

☒ Operational considerations relating to hours of operation, projected normal and peak water usage, sanitary sewer or septic loadings, and traffic generation;

- ☒ Operational considerations relating to potential nuisance creation pertaining to noncompliance with the performance standards addressed in Article VII (Sections 98-701-98-721) including: street access, traffic visibility, parking, loading, exterior storage, exterior lighting, vibration, noise, air pollution, odor, electromagnetic radiation, glare and heat, fire and explosion, toxic or noxious materials, waste materials, drainage, and hazardous materials;
- ☒ If no nuisances will be created (as indicated by complete and continuous compliance with the provisions of Article VII), then include the statement "The proposed development shall comply with all requirements of Article VII.";
- NC** Exterior building and fencing materials (Sections 98-718 and 98-720);
- None** Possible future expansion and related implications for points above;
- ☒ Any other information pertinent to adequate understanding by the Plan Commission of the intended use and its relation to nearby properties.

☒ (b) A **Small Location Map** at 11" x 17" showing the subject property, all properties within 300 feet, and illustrating its relationship to the nearest street intersection. (A photocopy of the pertinent section of the City's Official Zoning Map with the subject property clearly indicated shall suffice to meet this requirement.)

☒ (c) A **Property Site Plan** drawing which includes:

- ☐ A title block which indicates the name, address and phone/fax number(s) of the current property owner and/or agent(s) (developer, architect, engineer, planner) for project;
- ☒ The date of the original plan and the latest date of revision to the plan;
- ☒ A north arrow and a graphic scale (not smaller than one inch equals 100 feet);
- ☒ A reduction of the drawing at 11" x 17";
- ☒ A legal description of the subject property;
- ☒ All property lines and existing and proposed right-of-way lines with bearings and dimensions clearly labeled;
- ☒ All existing and proposed easement lines and dimensions with a key provided and explained on the margins of the plan as to ownership and purpose;
- ☒ All required building setback lines;
- NC** All existing and proposed buildings, structures, and paved areas, including building entrances, walks, drives, decks, patios, fences, utility poles, drainage facilities, and walls;
- NC** 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;
- NA** The location of all outdoor storage areas and the design of all screening devices;
- NC** The location, type, height, size and lighting of all signage on the subject property to include a photometric plan;
- NC** 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;
- NA** All engineering requirements for utilities, site designs, etc;
- NA** The location and type of any permanently protected green space areas;
- NA** The location of existing and proposed drainage facilities for storm water;

NC 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.

NC _____ (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;

NC _____ (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.

NC _____ (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 blue line or black line
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: _____

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 190 E MAIN STREET, LAKE GENEVA
Applicant name WILLIAM R. HENRY, KEHOE-HENRY & ASSOCIATES, INC.
Applicant email wrhe@kehoe-henry.com Phone Number 262.723.4399

Architect/Contractor/Designer Name WILLIAM R. HENRY ARCHT. PE
Architect/Contractor/Designer Email wrhe@kehoe-henry.com Phone Number 262.723.4399

Type of Construction: New ☐ Addition ☐ Remodel ☒
Type of Development: Single-family ☐ Multi-family ☐ Commercial ☒ Industrial ☐
Type of Business COMMERCIAL INDOOR LODGING

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 ☒ } NO PROPOSED LAND DISTURBANCE
 - As-built/certification notification
- Erosion control plan provided? YES ☒ NO ☒
- Wetlands, floodplains, environmental corridors, groundwater Identified. YES ☒ NO ☒
- Utility Plans Provided NOT APPLICABLE - NO CHANGE
 - 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 NONE
 - 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 EXISTING TO REMAIN.
- 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 ONLY INTERIOR REMODELING
- Will there be signage? YES / NO type (mounted, freestanding) IF SO, TO BE SEPARATE SUBMITTAL AT A LATER DATE
- Exterior lighting plans? YES / NO NO CHANGE
- What kind of noise or level of noise will the business have? OUTDOOR ACTIVITIES PER ORDINANCE REQUIREMENTS
- Detailed property Site Plan? ☒ YES ☒ NO Date of Plan: 5.31.2024
- Green Space Calculations (Existing vs. Proposed) YES / ☒ NO NO CHANGE
- Are landscape plans provided? YES ☒ NO NO CHANGE
- Is a Land Division required? YES ☒ NO

Water/Sewer Utilities

If an existing structure please circle the following:

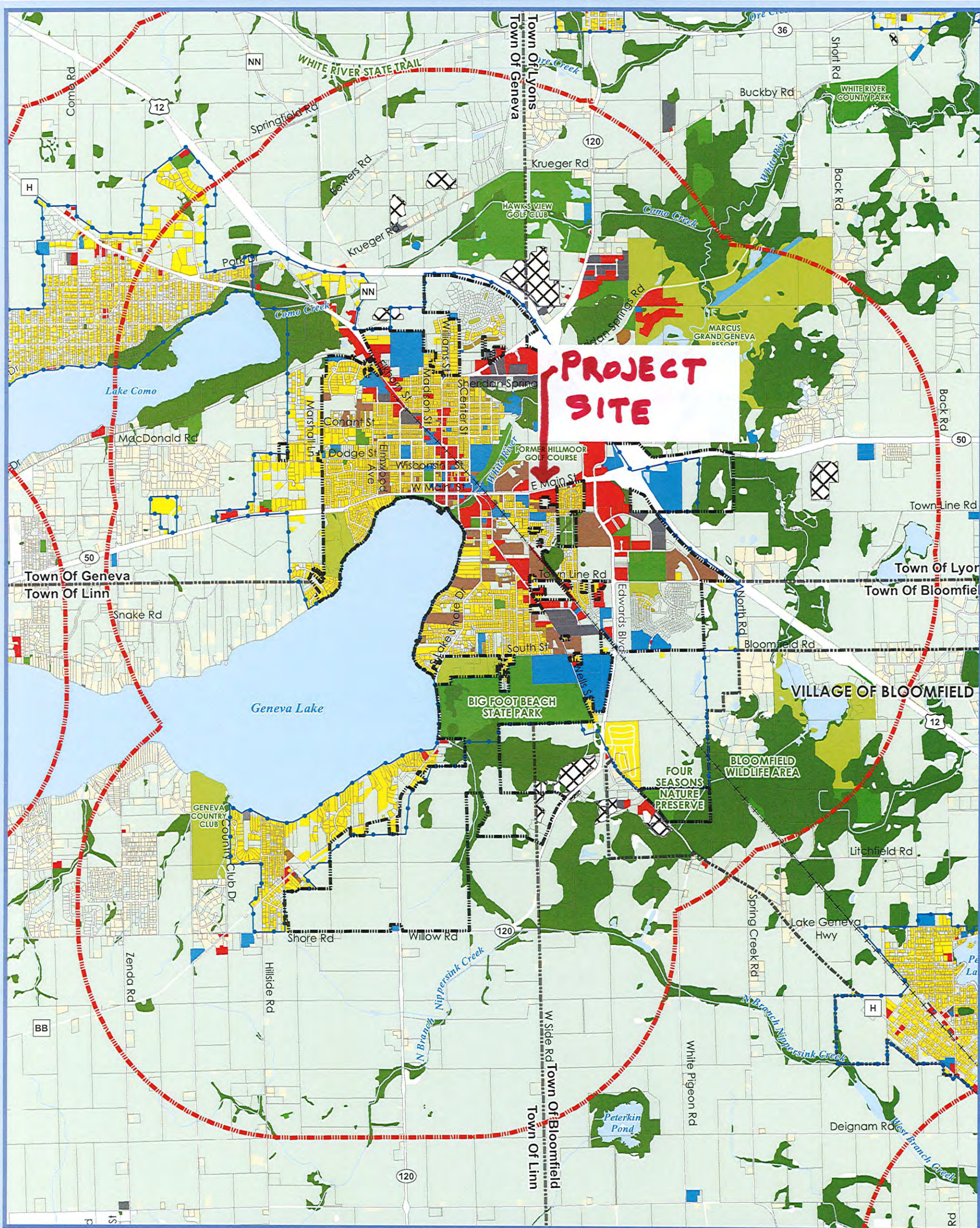
- Will existing sewer & water connections be used? ☒ YES / NO
- Will your project require the installation of a grease interceptor? YES / ☒ NO

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

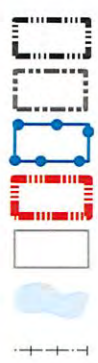
- Water service size requirement NO CHANGE
- Estimated daily water usage in gallons per day VARIES
- Estimated maximum water flow in gallons per minute VARIES
- Number of bathrooms 3
- Brief description of process (if Industrial)

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

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



Map 4: Existing Land Use - City of Lake Geneva Comprehensive Plan



City of Lake Geneva
Other Municipal Boundaries
Urban Service Area Boundary
Extraterritorial Jurisdiction Boundary
Parcels
Surface Water
Abandoned Railroads

Land Use Categories

Agricultural, Open Lands, & Vacant
Single Family Residential (Unsewered)
Single Family Residential (Sewered)
Two-Family/Townhouse Residential
Multi-Family Residential
Commercial
Government & Institutional
Airport

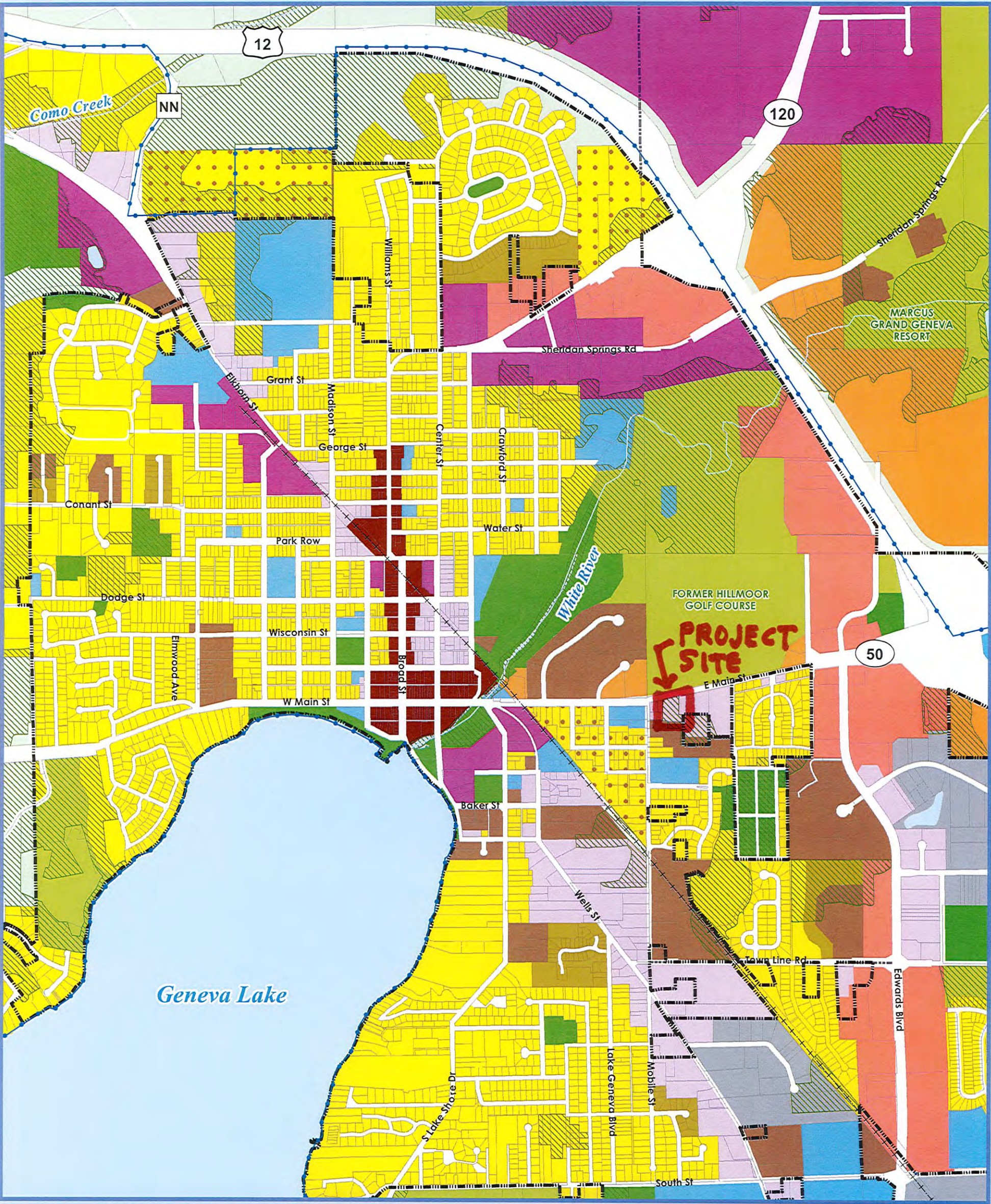
Private Recreation Facilities
Public Park & Recreation
Industrial
Extraction
Wetland

Right of Way

VANDEWALLE & ASSOCIATES INC.
Shaping places, shaping change
Date: January 8, 2020
Source: SEWRPC, Walworth County LIO, WisDNR, V&A



0 0.25 0.5 1 Miles



Map 5b: Future Land Use - City of Lake Geneva Comprehensive Plan

Land Use Categories

- Agricultural & Rural
 - Single Family Residential - Exurban
 - Single Family Residential - Urban
 - Two-Family/Townhouse Residential
 - Multi-Family Residential
 - Planned Neighborhood
 - Neighborhood Mixed Use
 - Planned Office
 - Planned Business
- *Each "Planned Neighborhood" may include a mix of:
- 1. Single Family - Urban (predominate land use)
 - 2. Two-Family/Townhouse
 - 3. Multi-Family Residential
 - 4. Institutional & Community Services
 - 5. Neighborhood Mixed Use
 - 6. Public Park & Recreation

- Central Business District
 - Planned Mixed Use
 - Planned Industrial
 - General Industrial
 - Institutional & Community Services
 - Private Recreation Facilities
 - Public Park & Recreation
 - Environmental Corridor
- *Each "Planned Mixed Use Area" may include mix of:
- 1. Planned Office
 - 2. Multi-Family Residential
 - 3. Institutional & Community Services
 - 4. Planned Business

- City of Lake Geneva
- Other Municipal Boundaries
- Urban Service Area Boundary

- Parcels
- Surface Water
- Abandoned Railroad



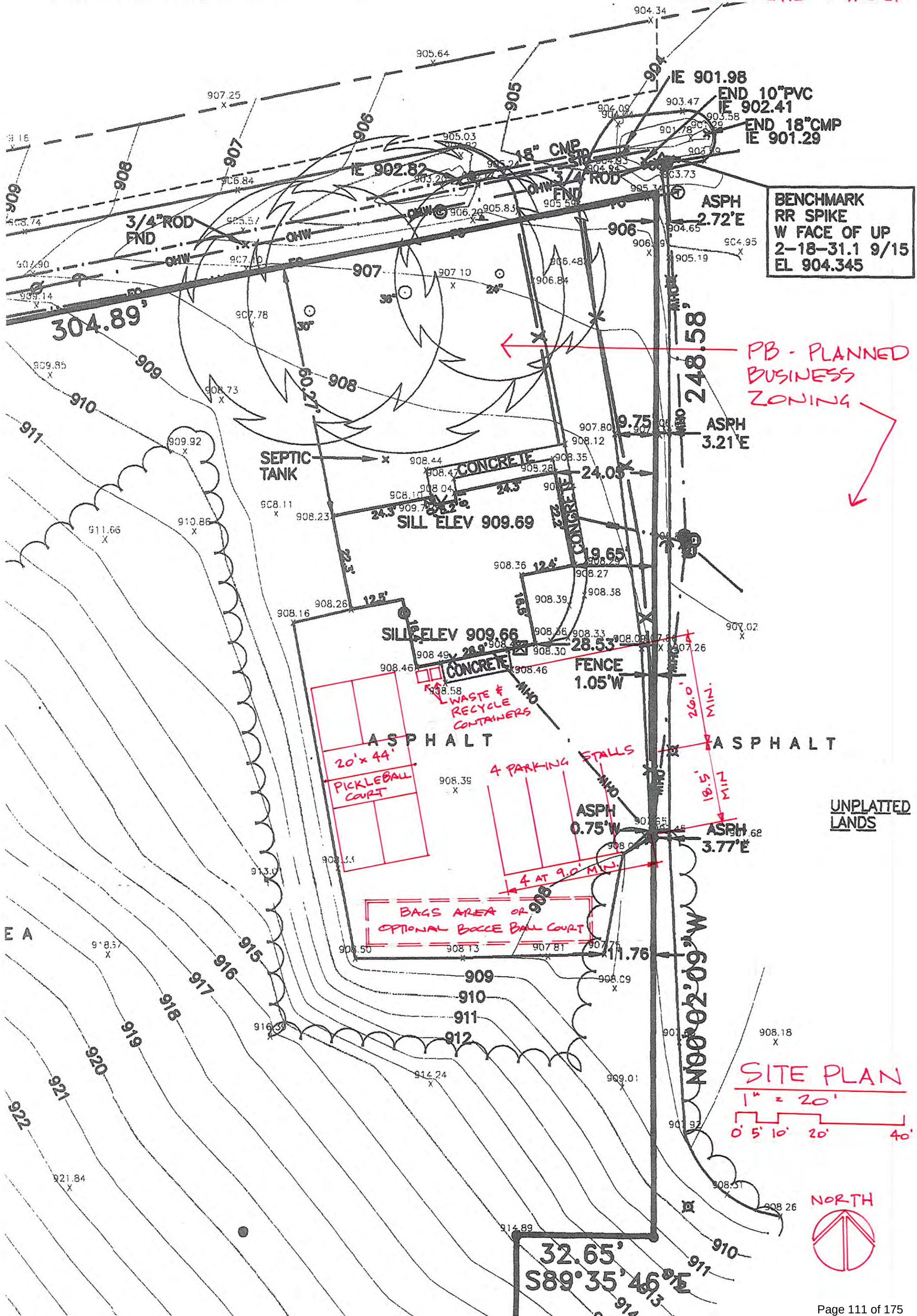
0 0.25 0.5 Miles

VANDEWALLE & ASSOCIATES INC.
Shaping places, shaping change
Date: January 8, 2020
Source: SEWRPC, Walworth County LIO, WisDNR, V&A

PROPOSED CONDITIONAL USE FOR
COMMERCIAL INDOOR LODGING AT
190 E. MAIN STREET
LAKE GENEVA, WI

KH KEHOE-HENRY & ASSOCIATES
25 NORTH WISCONSIN STREET
ELKHORN, WI 53121

Job No. 2410 5-31-2024



ALTA/ACSM LAND TITLE SURVEY

KNOWN AS 7383 STATE HIGHWAY "50", IN THE CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN
LOT 1 OF CERTIFIED SURVEY MAP NO. 3706, RECORDED JUNE 21, 2004 IN VOLUME 22 OF CERTIFIED
SURVEYS, ON PAGE 34 AS DOCUMENT NO. 807722 AND LOCATED IN THE SW 1/4 OF SECTION
31, TOWN 2 NORTH, RANGE 18 E. ST. CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN.

JULY 21, 2004 COMMERCIAL HORIZONS SURVEY NO. 161760-DAW

NOTES:

- BEARINGS ARE BASED ON THE WEST LINE OF THE NORTHWEST 1/4 OF SECTION 31 WHICH IS ASSUMED TO BEAR SOUTH 00°02'05" EAST
- THIS SURVEY WAS PREPARED BASED ON CHICAGO TITLE INSURANCE COMPANY TITLE COMMITMENT NO. 410002, EFFECTIVE DATE OF JUNE 22, 2004, WHICH LISTS THE FOLLOWING EASEMENTS AND/OR RESTRICTIONS:
 - PUBLIC OR PRIVATE RIGHTS, IF ANY, IN SUCH PORTION OF THE SUBJECT PREMISES AS MAY BE PRESENTLY USED, LAID OUT OR DEDICATED IN ANY MANNER WHATSOEVER, FOR ROAD, STREET, HIGHWAY AND/OR ALLEY PURPOSES. AFFECTS SITE BY LOCATION - GENERAL IN NATURE CANNOT BE PLOTTED
 - RIGHT-OF-WAY EASEMENT GRANTED BY RICHARD FRITZ AND SUSAN FRITZ, HIS WIFE, TO JOHN FOMMIN DATED NOV. 10, 1983 AND RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS FOR WALWORTH COUNTY, WISCONSIN ON JAN. 12, 1984 IN VOL. 318 OF RECORDS ON PAGE 58 AS DOCUMENT NO. 98840. DOES NOT AFFECT SITE BY LOCATION - SHOWN
 - RIGHT-OF-WAY GRANT GIVEN TO WISCONSIN BELL, INC. BY INSTRUMENT RECORDED NOV. 15, 1991 IN VOL. 542 ON PAGE 81 AS DOCUMENT NO. 221748. (AFFECTS THE NORTHERLY 1 ROD OF SUBJECT PROPERTY). DOES NOT AFFECT SITE BY LOCATION - SHOWN
- ACCORDING TO FLOOD INSURANCE RATE MAP OF THE CITY OF LAKE GENEVA, COMMUNITY PANEL NO. 550486 0028, EFFECTIVE DATE OF DECEMBER 1, 1982, THIS SITE FALLS IN ZONE C (AREAS OF MINIMAL FLOODING)
- THE BASIC ZONING INFORMATION LISTED BELOW IS TAKEN FROM MUNICIPAL CODES AND DOES NOT REFLECT ALIEN REGULATIONS THAT MAY APPLY - SITE IS ZONED PB PLANNED BUSINESS

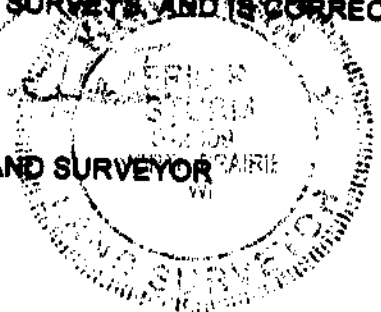
FRONT SETBACK - 25'
SIDEYARD SETBACK - 10' OR 0' ON ZERO LOT LINE SIDE
REARYARD SETBACK - 30'
MAXIMUM HEIGHT - 45'

TO: COMMERCIAL HORIZONS
CHICAGO TITLE INSURANCE COMPANY

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH "MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/ACSM LAND TITLE SURVEYS," JOINTLY ESTABLISHED AND ADOPTED BY ALTA, ACSM AND NSPS IN 1990 AND INCLUDES ITEMS 1, 2, 3, 4, 5, 6, 7A, 8, 9, 10, 11(A), 11(B), AND 12 OF TABLE "A" THEREOF. PURSUANT TO THE ACCURACY STANDARDS AS ADOPTED BY ALTA, ACSM AND NSPS, AND IN EFFECT ON THE DATE OF THIS CERTIFICATION, UNDERSIGNED PERSONNEL WERE EMPLOYED IN ORDER TO ACHIEVE RESULTS COMPARABLE TO THOSE OUTLINED IN THE "MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/ACSM LAND TITLE SURVEYS," WHICH CONTROL LAND BOUNDARIES FOR ALTA/ACSM LAND TITLE SURVEYS AND IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

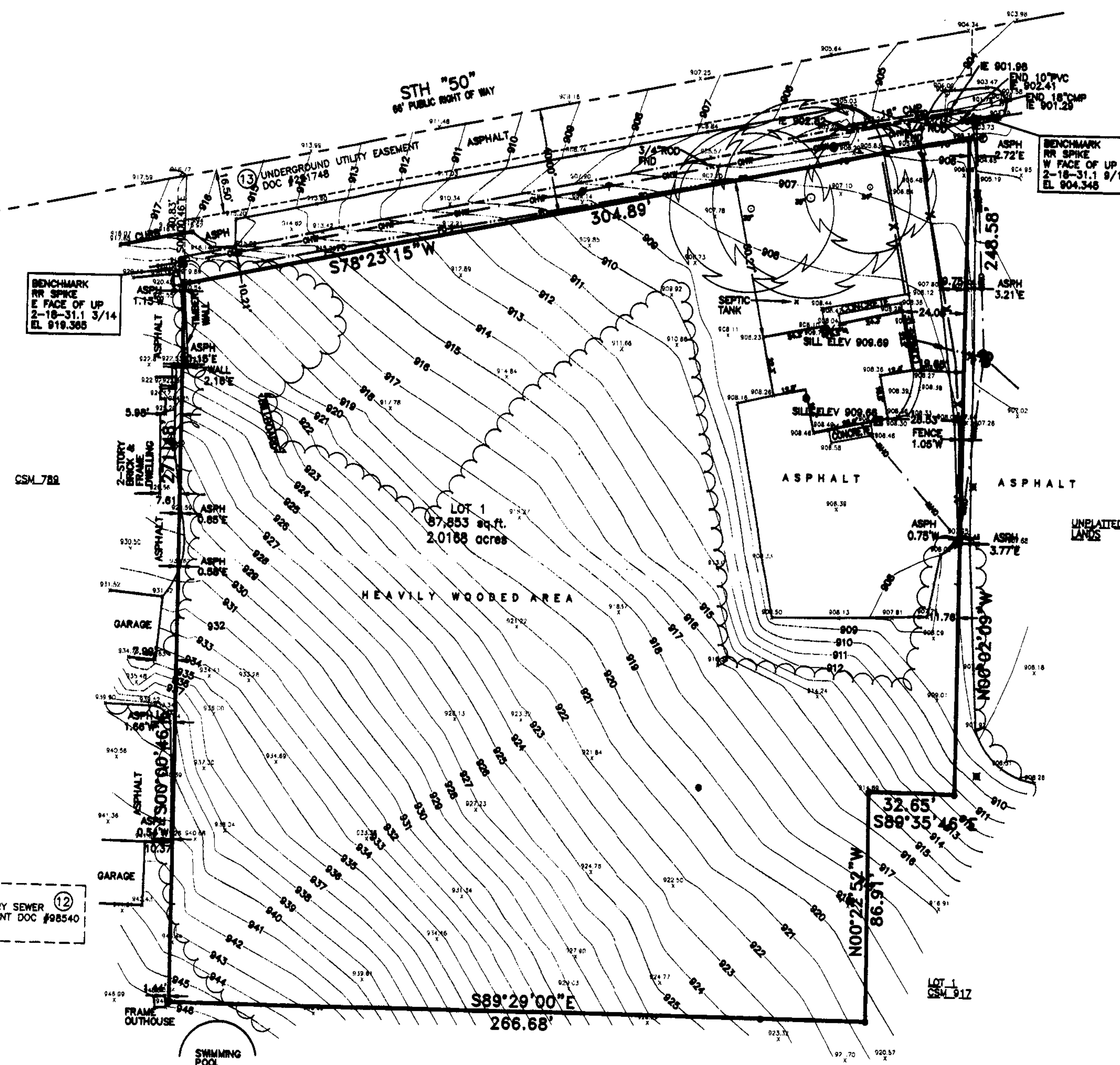
JULY 21, 2004

ERIC R. STURM
REGISTERED LAND SURVEYOR



LEGEND

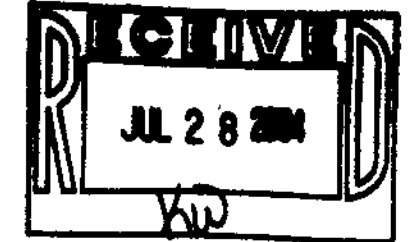
- ▲ BENCHMARK
- SECTION CORNER
- IRON PIPE FOUND
- IRON PIPE SET
- BOLLARD
- + SOIL BORING/MONITORING WELL
- FLAGPOLE
- MAILBOX
- SIGN
- BILLBOARD
- CONTROL BOX
- ▲ TRAFFIC SIGNAL
- ▲ RAILROAD CROSSING SIGNAL
- CABLE PEDESTAL
- POWER POLE
- ▲ GUY POLE
- ▲ GUY WIRE
- ▲ LIGHT POLE
- ▲ SPOT/YARD/PEDESTAL LIGHT
- ▲ GROUND OR OTHER SPOT SHOT
- ▲ HANDICAPPED PARKING
- ELECTRIC MANHOLE
- ELECTRIC PEDESTAL
- ELECTRIC METER
- TELEPHONE MANHOLE
- TELEPHONE PEDESTAL
- FIBER OPTIC
- MARKED FIBER OPTIC
- GAS VALVE
- GAS METER
- STORM MANHOLE
- ROUND INLET
- SQUARE INLET
- ▲ STORM SEWER END SECTION
- SANITARY MANHOLE
- SANITARY CLEANOUT OR SEPTIC VENT
- SANITARY INTERCEPTOR MANHOLE
- MISCELLANEOUS MANHOLE
- WATER VALVE
- HYDRANT
- WATER SERVICE CURB STOP
- WATER MANHOLE
- WELL
- ▲ WATER SURFACE
- ▲ WETLANDS FLAG
- ▲ MARSH
- ▲ CONIFEROUS TREE
- DECIDUOUS TREE
- SHRUB
- EDGE OF TREES
- SANITARY SEWER
- STORM SEWER
- WATERMAIN
- MARKED GAS MAIN
- MARKED ELECTRIC
- OVERHEAD WIRES
- BUREAU ELEC. SERV.
- MARKED TELEPHONE
- MARKED CABLE TV LINE
- MARKED FIBER OPTIC



DRAWING SCALE: 1 INCH = 30 FEET

HOTLINE TICKET #20042909040

THE UNDERGROUND UTILITY INFORMATION AS SHOWN HEREON IS BASED, IN PART, UPON INFORMATION FURNISHED BY UTILITY COMPANIES AND THE LOCAL MUNICIPALITY. WHILE THIS INFORMATION IS BELIEVED TO BE RELIABLE, ITS ACCURACY AND COMPLETENESS CANNOT BE GUARANTEED NOR CERTIFIED TO.



National Survey & Engineering
A Division of P.A. Smith & Associates, Inc.

262-781-1000
Fax 262-797-7373
16745 W. Bluemound Road
Suite 200
Brookfield, WI 53005-5938
www.nse.com

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SHEET 1 OF 1

ZA3706-1

007-2192

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: July 15, 2024

Agenda Item #10

Applicant:

Jennifer Keefe, 120 Broad Street LLC
17788 Golden Wolf Court
Nevada City, CA

Request:

120 Broad Street
Mural – Site Plan Review

Description:

The applicant has requested site plan approval of a mural. The subject property is zoned Central Business (CB). The mural will be located on the north-facing wall of the business located at 120 Broad Street. The mural will face the alley. It will be approximately 16 feet by 16 feet and will be painted on wood panels and installed on the wall.

Murals follow the procedures for site plan review to ensure that the mural complies with the requirements of Section 98-726 pertaining to Murals. The property owner is partnering with the Lake Geneva Business Improvement District (BID) on this project. The property owner and BID have an agreement regarding the installation and maintenance of the mural.

Staff Review:

Murals are defined as “Any picture, scene, or diagram painted or mounted on any exterior wall that does not contain a commercial message or otherwise meet the definition of a "sign" in Section 98-803.” Section 98-726 of the zoning ordinance provides requirements for approval, location, placement, installation, maintenance, and removal of murals. The mural complies with all requirements of Section 98-726. The BID is leading the installation and maintenance of the mural. However, the property is ultimately responsible for compliance with Section 98-726.

Staff notes that the City should review the mural only for compliance with the zoning ordinance. As this is public art, the City should not comment on the design, theme, or content of the mural. Public art is protected by the right to freedom of speech embodied in the First Amendment.

Staff Recommendation:

Staff recommends approval of the proposed mural site plan for this property with no conditions of approval.

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

APPLICATION FOR SITE PLAN REVIEW
City of Lake Geneva

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

120 Broad Street - Commercial. (North side in alleyway)
Zop 00346

Name and Address of Current Owner: 120 Broad Street LLC

~~17788~~ 17788 Golden Wolf Court Nevada City CA 95959

Telephone No. with area code & Email of Current Owner: 262-812-6012

jenniferkeefe@gmail.com

X Owner Signature: _____

Name and Address of Applicant:

120 Broad Street LLC

17788 Golden Wolf Court Nevada City CA 95959

Telephone No. with area code & Email of Applicant: 262-812-6012

jenniferkeefe@gmail.com

Proposed Use: Paneled mural installation

Zoning District in which land is located: C-1

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

BID PO Box 910

Lake Geneva WI 53147

Short statement describing activities to take place on site:

Paneled art completed offsite then installed
in June in alleyway. will require half day closure
to allow panels to be drilled into mortar.

Site Plan Review Fee: \$400.00, payable upon filing application

Date

X _____
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.

_____ 120 Broad Street LLC _____, as applicant/petitioner for

Project: _____ Mural Installation _____

Project Address: _____ 120 Broad Street _____

Parcel No. _____ 200 00346 _____

Name: _____ 120 Broad Street LLC _____

Address: _____ 17788 Golden Wolf Court _____

_____ Nevada City CA 95959 _____

Cell Phone: (424) - 812 - 1602 Phone: () - -

Email: _____ jenniferkeefe@gmail.com _____

Dated this _____ Day of _____, 20_____

Printed Name of Applicant / Petitioner

X

Signature of Applicant/Petitioner

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 170 Broad Street
Applicant name 170 Broad Street LLC
Applicant email jenniferkeefe@gmail.com Phone Number 262-812-1601

Architect/Contractor/Designer Name _____
Architect/Contractor/Designer Email _____ Phone Number _____

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

Engineering

Site Plans should include the following: Project title and owner's/developer's name and address noted, architect's and/or engineer's name and address noted, property boundaries and dimensions, abutting property zoning classifications, general description of building materials, façade and roof detail, setback lines indicated, easements for access, if any, 100-year floodplain identification, existing and proposed topography shown at a contour interval of one foot, indicating proposed grade and location of improvements, signage and outdoor lighting, number of parking spaces provided, type, size and location of all structures with all building dimensions shown, location of existing and general location of proposed sanitary sewers, storm sewers, water-mains, and any proposed stormwater management facilities, location, extent and type of proposed landscaping and landscaping plantings and buffers to adjacent property, including fencing or other screening, location of pedestrian sidewalks and walkways, graphic outline of any development staging that is planned, driveway locations and sizes, handicap accessibility, environmental concerns (odor, smoke, noise, graphic scale and north arrow.

- Storm water management provisions provided? YES / NO
 - As-built/certification notification
- Erosion control plan provided? YES / NO
- Wetlands, floodplains, environmental corridors, groundwater Identified. YES / NO
- Utility Plans Provided
 - Watermain
 - Sanitary Sewer
 - Storm Water
- Is a Land Division required? YES / NO
- Access points and dimensions shown? YES / NO
 - WISDOT Right-of-way?
 - County Right-of-way?

- Estimated Traffic impacts alleyway temporary closure for 1/2 day
 - Traffic Study Required YES/NO
 - Traffic Control Plan Required YES/NO
 - Will construction affect street parking or intersections? YES/NO
- Paving Materials, Typical Sections? YES / NO
- WDNR Notice of Intent required? (Land disturbance more than 1 acre)? YES / NO
- Watermain extension required? YES / NO
- Sanitary sewer extension required? YES / NO
- SEWRPC Service Area Amendment needed? YES / NO
- Is a Chapter 30 Permit (wetland/waterway) required? YES / NO
- Proposed building/expansion dimensions _____
- Will there be signage? YES / NO type (mounted, freestanding) _____
- Exterior lighting plans? YES / NO
- What kind of noise or level of noise will the business have? _____
- Detailed property Site Plan? YES / NO Date of Plan: _____
- Green Space Calculations (Existing vs. Proposed) YES / NO
- Are landscape plans provided? YES / NO
- Is a Land Division required? YES / NO

Water/Sewer Utilities

If an existing structure please circle the following:

- Will existing sewer & water connections be used? YES / NO
- Will your project require the installation of a grease interceptor? YES / NO

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

- Water service size requirement _____
- Estimated daily water usage in gallons per day _____
- Estimated maximum water flow in gallons per minute _____
- Number of bathrooms _____
- Brief description of process (if Industrial) _____

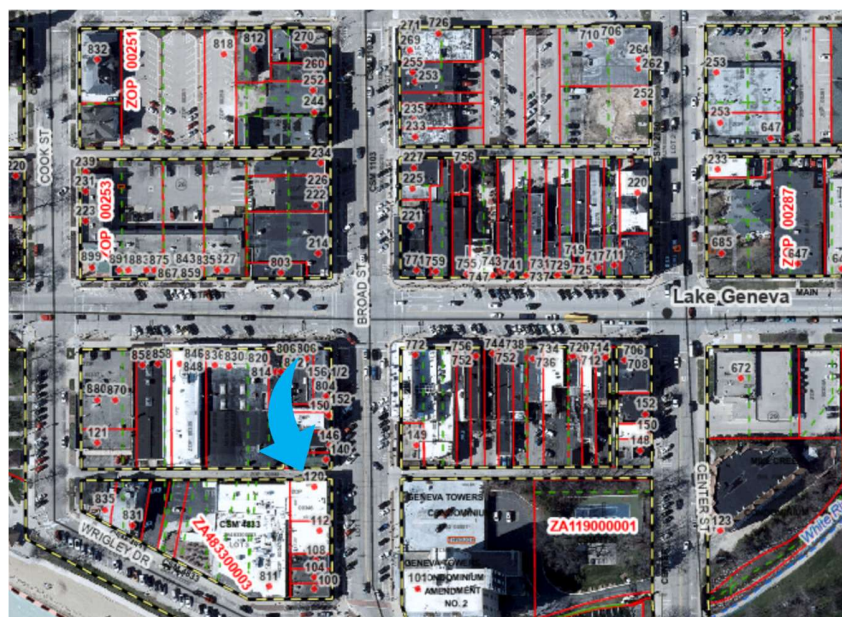
If the development is a multi-family dwelling, please provide the following:

- Number of units _____
- Number of bedrooms in each unit _____
- Water service size requirement _____



120 Broad Street

- north-facing wall
- 16' x 16' mural (approximately)
- mural painted on wood panels
- installed securely on brick
- includes a frame to finish the piece

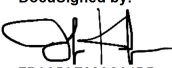


PROPERTY AGKNOWLEDGEMENT FOR CITY OF LAKE GENEVA

I acknowledge that, as the property owner, I am ultimately responsible for compliance with Section 98-726 of the City Zoning Ordinance, notwithstanding any agreements with the Business Improvement District or other parties. I further acknowledge that if the mural is peeling, faded, or damaged, it is my responsibility, as property owner, to see that the mural is repainted, repaired, or removed. I further acknowledge that upon removal of the mural, the surface shall be returned to its original condition and any materials used to adhere the mural shall be removed at the same time, including but not limited to, brackets, mounting hardware, caulk or grout, and adhesive glues.

Jennifer Keefe

Name of Property Owner

DocuSigned by:

7BA95AF886C04DB...

Signature of Property Owner

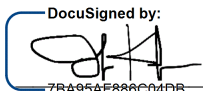
6/11/2024

DATE

SUBSEQUENT PROPERTY RESPONSIBILITY FROM BUSINESS IMPROVEMENT DISTRICT TO THE CITY OF LAKE GENEVA

If upon issuances of complaint from the City of Lake Geneva in accordance with noncompliance of Section 98-726 of the City Zoning Ordinance, I further acknowledge that it is the property owner’s responsibility to notify the Lake Geneva Business Improvement District within ten (10) business days of any required action under the responsibility of the BID under the stipulations listed in the ‘Mural Installation and Maintenance Agreement.’

Jennifer Keefe _____ **Name of Property Owner**

 _____ **Signature of Property Owner**
6/11/2024

Alexandria Binanti _____ **Name of BID Representative**

 _____ **Signature of BID Representative**
EB03C19D9E5841F...

6/12/2024 _____ **DATE**



STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: July 15, 2024

Agenda Item #11

Applicant:

Bruce Bennett, PAR Properties LLC
214 Broad Street,
Lake Geneva WI

Request:

214 Broad Street
Mural – Site Plan Review

Description:

The applicant has requested site plan approval of a mural. The subject property is zoned Central Business (CB). The mural will be located on the south- or west-facing wall of the business located at 214 Broad Street. Either of these locations faces the alley and complies with the City's requirements. It will be approximately 12 feet by 16 feet and will be painted on panels and installed on the wall.

Murals follow the procedures for site plan review to ensure that the mural complies with the requirements of Section 98-726 pertaining to Murals. The property owner is partnering with the Lake Geneva Business Improvement District (BID) on this project. The property owner and BID have an agreement regarding the installation and maintenance of the mural.

Staff Review:

Murals are defined as "Any picture, scene, or diagram painted or mounted on any exterior wall that does not contain a commercial message or otherwise meet the definition of a "sign" in Section 98-803." Section 98-726 of the zoning ordinance provides requirements for approval, location, placement, installation, maintenance, and removal of murals. The mural complies with all requirements of Section 98-726. The BID is leading the installation and maintenance of the mural. However, the property is ultimately responsible for compliance with Section 98-726.

Staff notes that the City should review the mural only for compliance with the zoning ordinance. As this is public art, the City should not comment on the design, theme, or content of the mural. Public art is protected by the right to freedom of speech embodied in the First Amendment.

Staff Recommendation:

Staff recommends approval of the proposed mural site plan for this property with no conditions of approval.

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

APPLICATION FOR SITE PLAN REVIEW
City of Lake Geneva

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

214 Broad Street (West Side of building in Loading Zone Area on wall) - Commercial Building. Parcel: ZOP 00256

Name and Address of Current Owner: PAR PROPERTIES LLC, 214 BROAD ST
LAKE GENEVA, WI 53147

Bruce Bennett

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

312.961.3474 bruce.bennett@waypoint.net

Owner Signature: _____

Name and Address of Applicant:

PAR Properties LLC

214 Broad St, Lake Geneva, WI 53147

Telephone No. with area code & Email of Applicant: 312.961.3474
bruce.bennett@waypoint.net

Proposed Use: Mural Installation

Zoning District in which land is located: C-1

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

Contracted by Lake Geneva BID, PO BOX 910, Lake Geneva, WI 53147

Short statement describing activities to take place on site:

Paneled art completed offsite then installed at a later date in loading dock area. Will require facilitation with the building owner to allow panels to be drilled into building

Site Plan Review Fee: \$400.00, payable upon filing application

4/1/24
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.

PAR Properties LLC

_____, as applicant/petitioner for

Project:

Mural Installation

Project Address:

214 Broad Street, Lake Geneva, WI 53147

Parcel No.

ZOP 00256

Name:

PAR Properties LLC (Bruce Bennett)

Address:

214 Broad St, Lake Geneva, WI 53147

Cell Phone: **(312) - 961 - 3474**

Phone: (____) - ____ - ____

Email: **bruce.bennett@waypoint.net**

Dated this 15th Day of April, 2024

BRUCE BENNETT

Printed Name of Applicant / Petitioner

BRUCE BENNETT

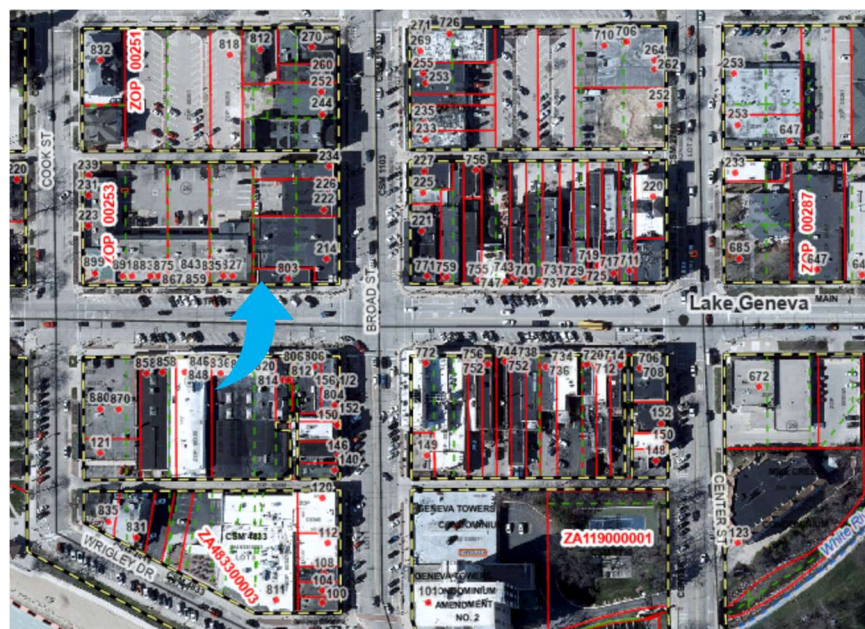
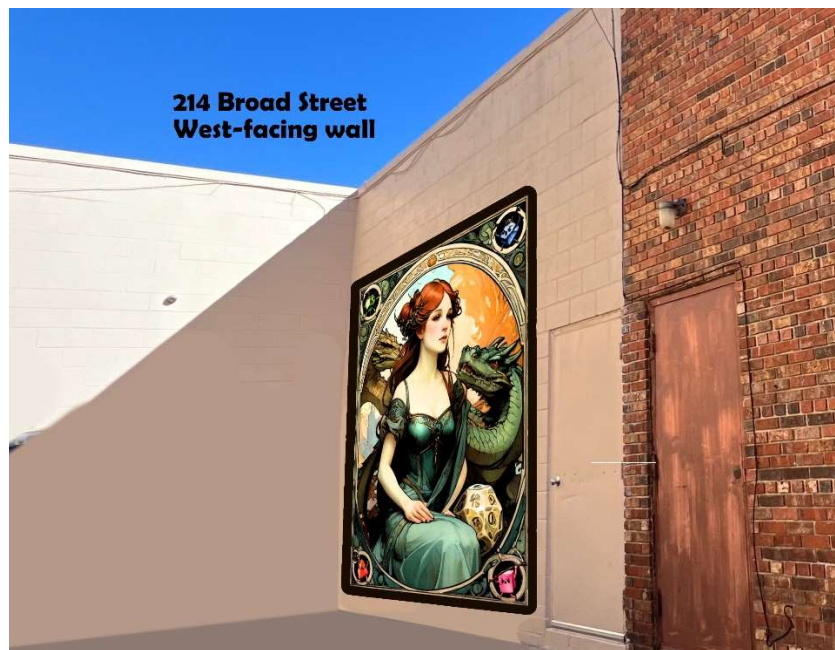


Signature of Applicant/Petitioner



214 Broad Street

- South- or West-facing wall (TBD)
- 12' x 16' mural
- mural painted on 4'x8' panels and mounted to wall
- installed securely on building
- will include a frame to finish the piece



PROPERTY AGKNOWLEDGEMENT FOR CITY OF LAKE GENEVA

I acknowledge that, as the property owner, I am ultimately responsible for compliance with Section 98-726 of the City Zoning Ordinance, notwithstanding any agreements with the Business Improvement District or other parties. I further acknowledge that if the mural is peeling, faded, or damaged, it is my responsibility, as property owner, to see that the mural is repainted, repaired, or removed. I further acknowledge that upon removal of the mural, the surface shall be returned to its original condition and any materials used to adhere the mural shall be removed at the same time, including but not limited to, brackets, mounting hardware, caulk or grout, and adhesive glues.

Bruce Bennett (PAR Properties LLC)

Name of Property Owner

Bruce Bennett

Signature of Property Owner

07/02/2024

DATE

SUBSEQUENT PROPERTY RESPONSIBILITY FROM BUSINESS IMPROVEMENT DISTRICT TO THE CITY OF LAKE GENEVA

If upon issuances of complaint from the City of Lake Geneva in accordance with noncompliance of Section 98-726 of the City Zoning Ordinance, I further acknowledge that it is the property owner's responsibility to notify the Lake Geneva Business Improvement District within ten (10) business days of any required action under the responsibility of the BID under the stipulations listed in the 'Mural Installation and Maintenance Agreement.'

Bruce Bennett (PAR Properties LLC)

Name of Property Owner

Bruce Bennett

Signature of Property Owner

07/02/2024

Alexandria Binanti, Executive Director

Name of BID Representative

Alexandria Binanti

Signature of BID Representative

07/02/2024

DATE





VANDEWALLE & ASSOCIATES INC.

To: City of Lake Geneva Plan Commission
From: Sonja Kruesel, AICP, Consulting Planner
Date: June 25, 2024
Re: Draft 1 – Updated Sign Code Review

Overview

The City of Lake Geneva Comprehensive Plan recommends updating the City's Sign Code. City leadership authorized this effort as an action item for 2023 and 2024. After initial kick-off meetings, we have worked with city staff to produce Draft #1 of the updated Sign Code. This memo highlights the main changes in the code and identifies a few questions where Plan Commission policy direction is requested before producing a refined draft. Overall, the main goals of this project are twofold:

1. Adopt a sign ordinance that is consistent with the U.S. Supreme Court Case *Reed v. Gilbert* which requires all sign regulations to be content-neutral.
2. Adopt a sign ordinance that reflects modern standards, clarifies regulations for staff, property owners, and businesses, and provides for simplified administration where appropriate.

Reed v. Gilbert

Reed v. Gilbert is a U.S. Supreme Court case decided in 2015 involving freedom of speech. The decision established that sign regulations cannot be based on the content of the sign or speaker of the sign message. Instead, the signage regulations should be based on factors like “time,” (how long is it posted) “manner,” (how tall is it, what are the materials) and “place” (in what districts is the sign allowed). Most sign codes across the country are affected, especially the temporary sign categories which have been commonly regulated based on their content. Examples of common content-based sign regulations include real estate signs, political signs, open house signs, personal congratulatory message signs, non-profit event signs, etc.

Approach

In producing the draft updated sign code, our approach included translating existing sign types to new sign types to establish content neutrality, carrying forward the similar baseline regulations by sign type and zoning district, and then revising regulations to make improvements regarding modern standards, clarity, or policy changes.

Regarding sign types, we carried forward existing sign types where possible and added new sign types where necessary. Where new sign types are added, they either reflect a need to identify additional common signage types that are missing, or which are needed to provide for a framework that is content neutral. Below are examples of how the sign translation exercise was approached:

1. Existing sign type “monument” is carried forward as a one-for-one new sign type as “monument”.

120 East Lakeside Street • Madison, Wisconsin 53715 • 608.255.3988 • 608.255.0814 Fax
247 Freshwater Way, Suite 530 • Milwaukee, Wisconsin 53204 • 414.988.8631
www.vandewalle.com

Shaping places, shaping change

2. Existing sign type “temporary,” which includes various examples such as real estate signs, personal congratulatory signs, etc., is not carried forward (because they were content based regulations) and is instead broken into new sign types (which are content neutral). New temporary sign types include “stake sign,” “frame sign,” and “arm & post sign”.

Regarding regulations, our approach was to first carry over existing rules so that the new sign code largely matches what the city uses today. As just one example, pylon signs continue to be prohibited across the city. We also attempted to match dimensional regulations like sign height. Businesses may continue to apply for a permit for one monument sign up to eight feet in height in commercial zoning districts.

Once the sign types and sign regulations framework were in place, we worked with staff to adjust and clarify regulations. For example, where formulas for calculating signage maximums were confusing or inconsistent between sign types, a flat formula was applied (such as 1 sf of signage area per 1 linear foot of building façade).

Key Points Summary

The new draft code features the following key regulations or key changes from the existing code:

- It is content neutral to comply with the Reed v Gilbert decision
- Signs are organized by sign group (permanent business, temporary business, permanent miscellaneous, temporary miscellaneous)
- User-friendly tables provide a one-page, “one-stop-shop” for finding all the sign rules that apply for sign types and by zoning districts and a diagram is included for each sign type
- The sign definitions are separated from sign regulations, so all regulations are listed in one table
- Size regulations were simplified such as using uniform formulas for on-building signage
- Added graphics and text to clarify how signs should be measured for purposes of determining compliance with maximum size area
- Signage rules for the Downtown Design Overlay district were moved from a separate section of the zoning code into the sign code, so all sign regulations can be found in the same chapter. The Downtown Design Overlay code will require amendment to delete the redundant language.
- Existing rules are carried forward regarding sign permitting and nonconforming signs
- More specific regulations are added for electronic message signs

Policy Questions

1. **Permit Review Authority:** Under current ordinance, sign permits are largely reviewed and approved by staff. The updated draft reflects this same approach. The signs that require Plan Commission review include Electronic Message Center signs, Permanent Gateway signs, and Community Information signs. Do you wish to continue this approach?
2. **Feather Signs:** Feather signs are a type of temporary sign. The draft ordinance allows one feather sign per lot, only during business hours. Compliance with the rule limiting the use of these signs to business hours only is often a challenge and these signs become more permanent than the code intends. As an alternative, the city could prohibit the use of feather signs altogether. Do you wish to allow one feather sign per lot during business hours, prohibit feather signs altogether, or something else?
3. **Marquee Signs:** In the existing code and the new draft, Marquee signs are a type of sign allowed in commercial and mixed-use zoning districts and in the downtown zoning district. Current examples of Marquee signs established in the City include the Geneva Tap House sign (Broad Street) and the Lake-Aire restaurant sign (Main and Broad Street). Does the Plan Commission want to continue to allow these types of signs?

Note: In the draft code, all references are currently highlighted in yellow. These references will be double checked with the final draft and then the highlighting will be removed.

Sign Code Update

City of Lake Geneva

Plan Commission Draft Review 7.15.24

Tonight's Agenda

- Present draft Sign Code and review key policy questions or changes with the Plan Commission

Process

- Kickoff with Plan Commission Fall 2023
- Produce Draft Spring 2024
- Staff Work Session Summer 2024
- Plan Commission Draft Review Summer 2024 ← *Now*
- Revise Draft Summer 2024
- Plan Commission Public Hearing, Recommendation Fall 2024
- Council Adoption Fall 2024

Project Goals

- Reed v. Gilbert compliance
- Modernize, simplify, improve

Draft Overview

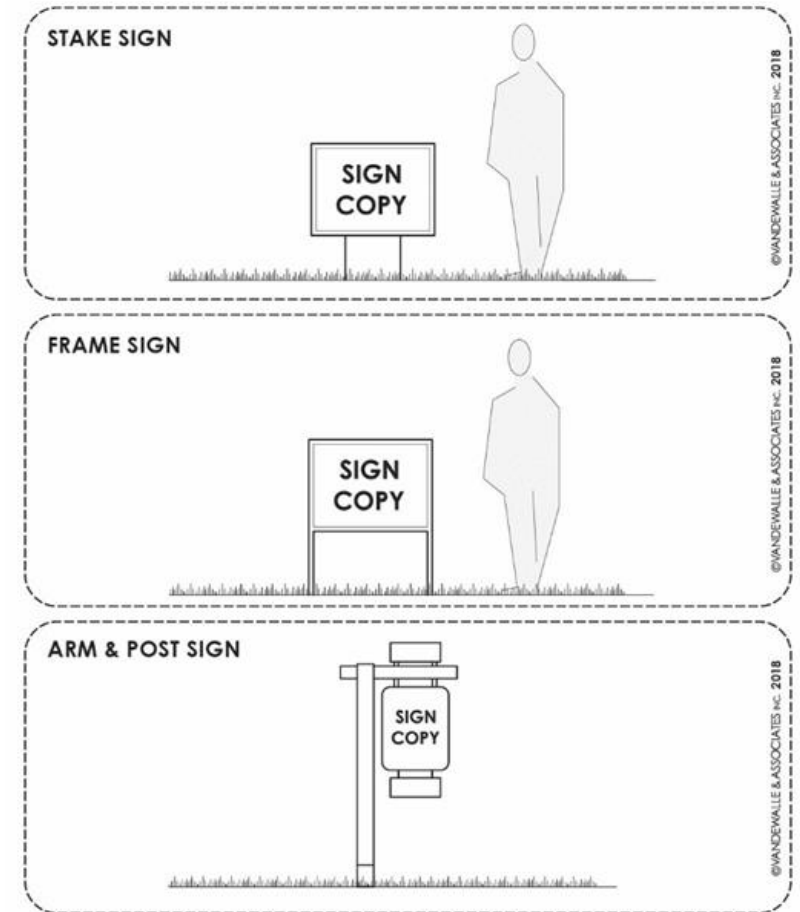
How is this different from the current sign code?

Reed v. Gilbert

- U.S. Supreme Court June 2015
- Supreme Court case involving freedom of speech
- Can't define or regulate a sign based on its content or message (e.g., real estate sign)
- Most sign codes in the country are affected
- Lake Geneva's new draft is content-neutral

Yard Signs

- Take place of “content-based” categories: real estate signs, garage sale signs, political signs, etc.
- 3 configurations
- 2 yard signs per frontage
- Unlimited yard signs up to 32 sf during elections (timing trigger)



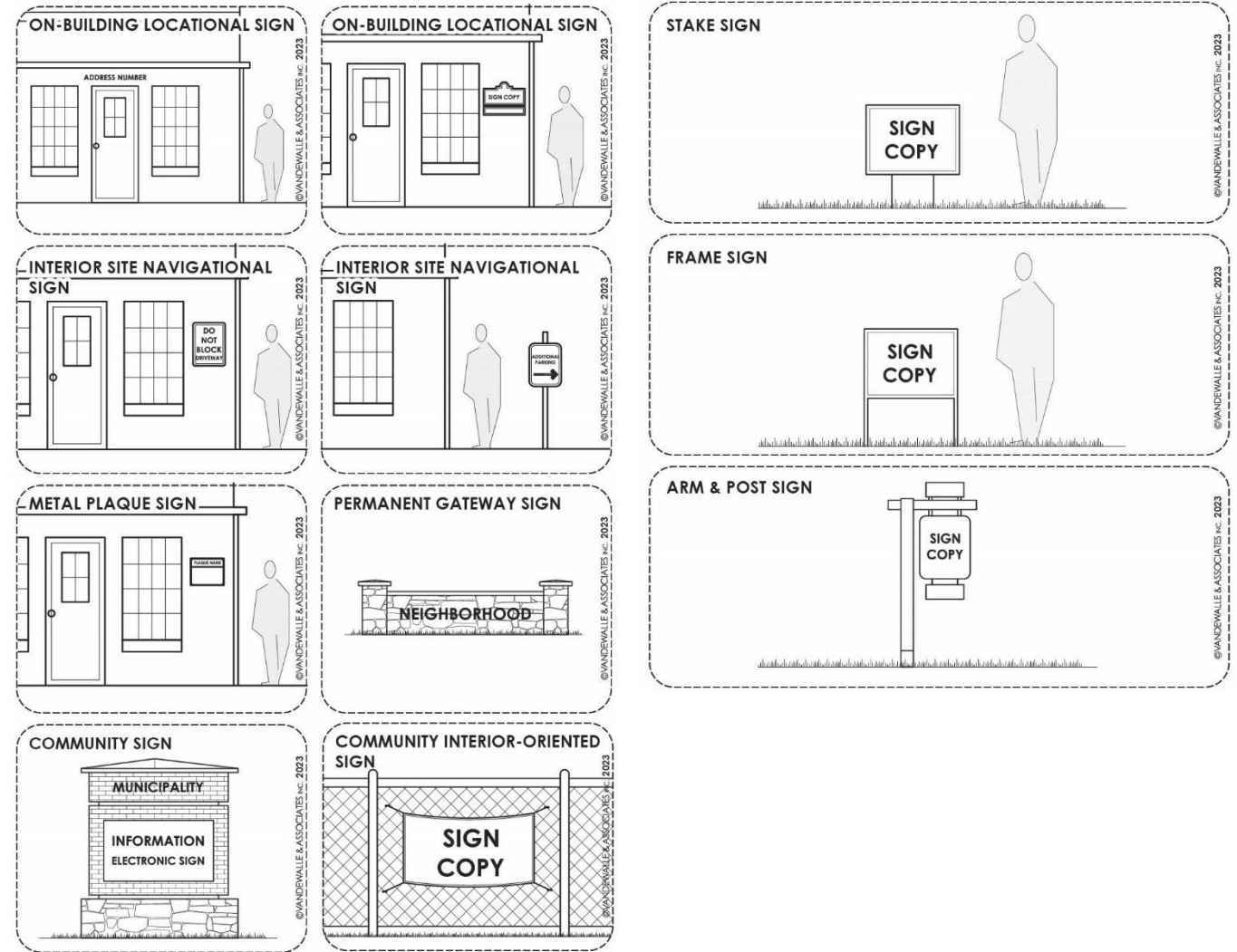
Organization

- Signs organized by Sign Group
 - Permanent business
 - Temporary business
 - Permanent miscellaneous
 - Temporary miscellaneous



Organization

- Signs organized by Sign Group
 - Permanent business
 - Temporary business
 - Permanent miscellaneous
 - Temporary miscellaneous



New Sign Tables & Graphics

- User friendly approach
- Handouts
- Diagram for each sign

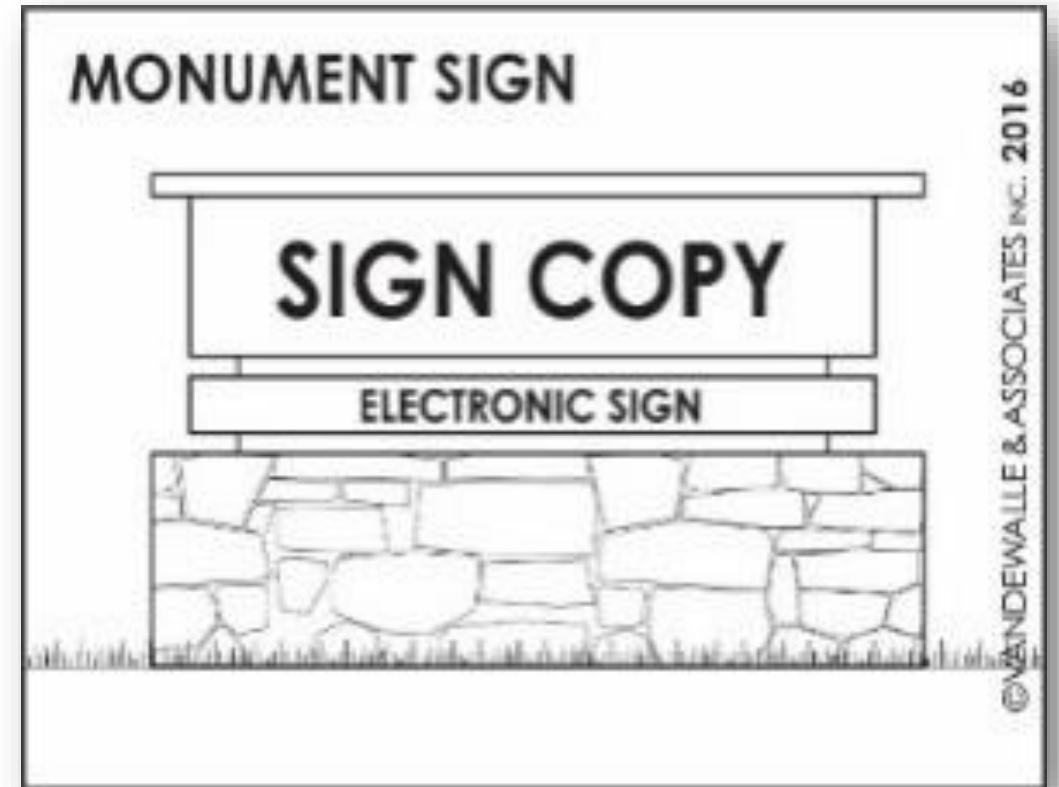
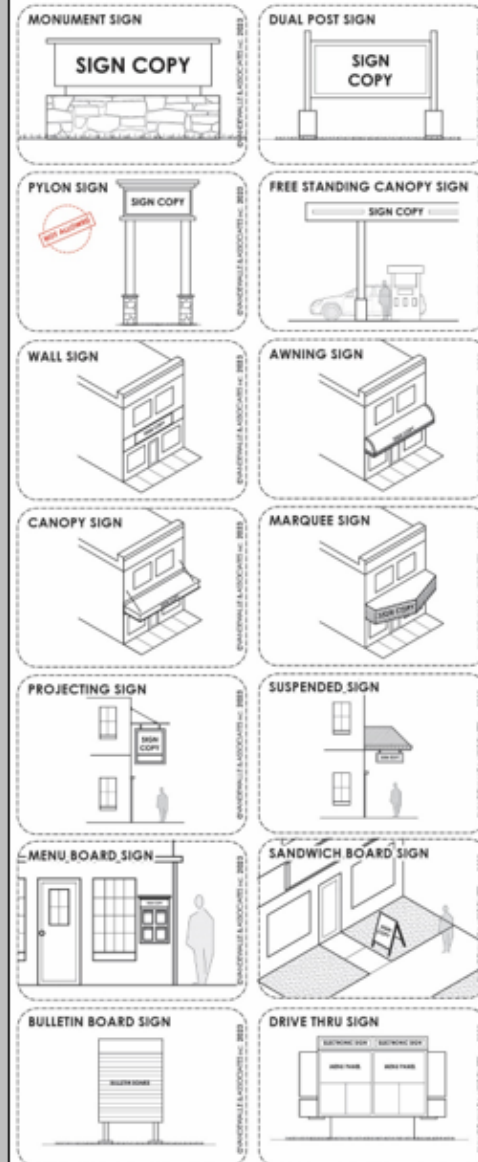


Figure 98-811(1): Business Sign--Permanent Group ²

Sign Categories & Sign Types	Sign Permit Required and Approver (see Section 98-827)	Number of Signs Allowed	Sign Locations Allowed	Sign Face Materials Allowed	Sign Lighting Allowed	Sign Area Formula	Sign Area & Height Maximums for Zoning Districts:			
							1 & 2 Family Residential	Multi-Family Residential	Non-Residential and Mixed-Use	Downtown
							CR-Sac, ER-1, SR-3, SR-4, TR-6	MR-8	RH, PO, NB, PB, PBP, NO, GB, PI, and HI	CB
A. Freestanding Sign Category ^{1,2} Choose 1 of the following Sign Types.										
1. Monument Sign ^{1,2,4,6,10,12,16}	Yes: For each new sign. City staff approval.	1 sign per street frontage	Minimum sign setback from each property line shall be greater than or equal to the sign height. ¹⁰	Durable, all-weather materials in all districts. ¹²	Standard. ^{4,5}	1 sf of sign area per 1 ft of street frontage	Not allowed	32 sf area 6 ft height	120 sf area 8 ft height	
2. Dual-Post Sign ^{1,2,4,6,10,12,16}										
3. Pylon Sign ^{1,2,4,6,10,12,16}										
4. Freestanding Canopy Sign ¹⁷		1 per street frontage ¹⁸	Placed on the canopy fascia ¹⁸			None. Use max area.	Not allowed		See Footnote 17	
B. On-Building Sign Category ^{1,2} Choose 1 of the following Sign Types.										
1. Wall Sign ^{1,2,3,7,9,10}	Yes: For each new sign. City staff approval.	1 sign per business per street frontage, plus 1 sign per customer entry	Sign shall not extend above parapet or fascia. Minimum overhang rules. ^{8,9,10} Sign may not project within 2 feet of curb.	Durable, all-weather materials in all districts.	Standard. ⁵ Gooseneck. Backlit, gooseneck.	1 sf of sign area per 1 ft of building facade length	Not allowed		Per formula.	
2. Awning Sign ^{1,2,3,8,9,10}										
3. Canopy Sign ^{1,2,3,8,9,10}										
4. Marquee Sign ^{1,2,3,8,9,10}									40 sf area	
5. Projecting Sign ^{1,2,3,9,10}									12 sf area	
C. Pedestrian Sign Category ^{1,2}										
1. Suspended Sign ^{1,2,9,10}	Yes: For each new sign. City staff approval.	1 for each customer entrance.	Minimum overhang rules. ^{8,9,10}	Durable, all-weather materials in all districts.	Ambient or Gooseneck.	None. Use max area.	Not allowed		3 sf area	
D. Changeable Copy Sign Category ^{1,2}										
1. Menu Board Sign ^{1,2,13}	Yes: For each new sign. City staff approval.	1 for each business.	Within 10 ft of customer entrance. ^{9,12}	Durable, all-weather materials in all districts.	Internal.	None. Use max area.	Not allowed		4 sf area	
2. Sandwich Board Sign ^{1,2,13}					Ambient only.		Not allowed		6 sf area/3 ft height/2 ft width	
3. Bulletin Board Sign ¹⁴			Minimum 15' from the right-of-way. ¹⁰		Internal.		Not allowed		10 sf area/6 ft height	
4. Drive Thru Sign ^{1,2,4,11}	Yes: For each new sign. City staff approval.	1 per drive thru lane	Drive-thru ¹¹		Standard. ^{4,5}		Not allowed	48 sf area/8 ft height	Not allowed	
Footnotes Containing Additional Development Requirements:										
1 Refer to Section 98-805 for definitions and rules for each Sign Category (lettered), and each Sign Type (numbered).										
2 Available to land uses identified in the City of Lake Geneva Zoning Code Chapter 98, Article 2.										
3 The number of permitted on-building signs may be transferred from one wall to another, but the total combined sign area on the receiving wall shall still be limited by its length ratio of said wall.										
4 Electronic Message Signs (of up to 50% of the sign area) are permitted for this Sign Type in nonresidential districts. See Section 98-808.										
5 "Standard" means the following forms of sign lighting: ambient, backlit, internal, and gooseneck. Any internally illuminated sign must have opaque cabinet fields and a translucent message.										
6 Group Development Signs may be up to 50% larger in area and 2 feet taller in height. See Section 98-810.										
7 Every business shall be guaranteed a minimum of 50 square feet of Wall Sign area, regardless of the business's actual building facade length.										
8 Sign copy shall be horizontally and vertically centered on the face of the awning, canopy, or marquee. Sign copy shall not extend above or below an awning or marquee but may extend up to 12" in height above the canopy face, excluding Freestanding Canopy Signs.										
9 Bottom of sign shall be a min. of 14 feet above a drive, alley, street, parking space or other vehicle surface; a min. of 8 feet above a sidewalk, patio, or other ground-level surface; and a maximum of 3 feet from the building. Wall Signs shall not project more than 12 inches horizontally beyond the edge of any wall or other surface to which they are mounted.										
10 Sign must be located on-site and must not be located within any street right-of-way (which includes the entire public sidewalk and street terrace area) or vision triangle without a permit from the City Engineer.										
11 Drive Thru Signs shall conform to the location requirements for In-Vehicle Sales or Service land uses. Drive Thru Signs shall be located within 15 feet of the building, sign copy shall not be viewable from the public right-of-way or an adjacent residential land use, sign type may be either freestanding or mounted on the exterior wall of the building and must meet the noise and lighting standards in the zoning code. A maximum total of 96 sf of total Drive Thru Signs is permitted per business.										
12 Sign must be designed of materials complementary to and harmonious with the building and site and must be closely integrated with site landscaping.										
13 Signs shall only be located on a public sidewalk or private walkway that is a minimum 6 feet wide and shall only be displayed during the hours of operation for on-site land use. Sign shall be located to maintain a 5-foot-wide pedestrian path.										
14 Sign type only allowed for institutional land uses as determined by the Zoning Administrator.										
15 Menu Board Signs shall be securely affixed to the exterior wall of the building and shall not extend more than 4" from the wall on which it is mounted.										
16 As required by Wis. Stat. Section 100.18(6), any In-Vehicle Sales and Service land use is permitted to include illuminated fuel price signage as a changeable copy or Electronic Message Sign integrated into the sign structure. Such signs shall count toward the site's maximum permitted sign area.										
17 Only permitted for In-Vehicle Sales and Service land uses. Stripe width shall be permitted on all sides of the freestanding canopy and limited to a maximum height of 20 percent of the fascia's vertical height, to a maximum height of 12 inches. Sign copy shall be limited to a maximum of 4 square feet in size per fascia facing a public right-of-way.										
Abbreviations: ft = feet max = maximum min = minimum sf = square feet C.U.P. = Conditional Use Permit P.C. = Plan Commission										

Example Sign Diagrams:



Key Changes

- New sign types (dual-post, freestanding canopy, canopy, suspended, sandwich board, bulletin board, drive thru sign, feather sign, active building sign, metal plaque, permanent gateway, community interior-oriented)
- New detailed regulations for EMC signs (cannot change appearance more than once every 10 seconds)
- Suspended signs (3 sf, pedestrian oriented) added as a downtown sign type in addition to a standard on-building sign (wall, projecting, canopy, awning, marquee)
- Flat formulas for wall signs instead of varying. 1 wall sign per business per frontage plus 1 per customer entry

Nonconforming Signs

- Nonconforming signs may be continued as is
 - Ok to maintain
 - Ok to change appearance of the sign face
 - Ok to replace sign face or sign structure with identical materials
- Nonconforming signs must be brought into conformance if
 - Moved to a new location
 - Change to the sign's frame, supporting structure, lighting, material, height
 - Change in land use category (e.g., commercial to industrial)

Policy Questions

Question 1

Permit Review Authority: Under current ordinance, sign permits are largely reviewed and approved by staff. The updated draft reflects this same approach. The signs that require Plan Commission review include Electronic Message Center signs, Permanent Gateway signs, and Community Information signs. Do you wish to continue this approach?

Question 2

Feather Signs: Feather signs are a type of temporary sign. The draft ordinance allows one feather sign per lot, only during business hours. Compliance with the rule limiting the use of these signs to business hours only is often a challenge and these signs become more permanent than the code intends. As an alternative, the city could prohibit the use of feather signs altogether. Do you wish to allow one feather sign per lot during business hours, prohibit feather signs altogether, or something else?

Question 3

Marquee Signs: In the existing code and the new draft, Marquee signs are a type of sign allowed in commercial and mixed-use zoning districts and in the downtown zoning district. Current examples of Marquee signs established in the City include the Geneva Tap House sign (Broad Street) and the Lake-Aire restaurant sign (Main and Broad Street). Does the Plan Commission want to continue to allow these types of signs?

DRAFT

CITY OF LAKE GENEVA, WISCONSIN
ARTICLE 8: SIGNAGE REGULATIONS

Section 98-801. Purpose.

TABLE OF CONTENTS

DRAFT	1
City of Lake Geneva, Wisconsin	1
Article 8: Signage Regulations	1
Table of Contents	i
Article 8: Signage Regulations	2
Section 98-801. Purpose.	2
Section 98-802: Reserved.....	2
Section 98-803: Definitions.....	2
Section 98-804: Reserved.....	5
Section 98-805: Definitions Related to Sign Groups, Sign Categories, and Sign Types	5
Sections 98-806 - 98-807: Reserved	8
Section 98-808: Electronic Message Signs	8
Section 98-809: Reserved.....	9
Section 98-810: Group Developments.....	9
Section 98-811: Permitted Sign Rules.....	9
Figure 98-811(1): Business Sign--Permanent Group	10
Figure 98-811(2): Business Sign--Other Group	11
Figure 98-811(3): Miscellaneous Sign Group	12
Figure 98-811(3.A.): Miscellaneous Sign Group	13
Sections 98-812 to 98-814: Reserved.....	14
Section 98-815: Sign Setback, Height, Measurement, and Flexibility	14
Figure 98-815(1): Measurement of a 3D Sign Area	15
Figure 98-815(2): Measurement of Sign Area	15
Sections 98-816 to 98-826: Reserved.....	17
Section 98-827: Sign Approvals and Permits – Application, Enforcement, and Revocation.....	17
Section 98-828: Downtown Design Overlay Sign Requirements	20
Section 98-829: Reserved.....	21
Section 98-830: Sign Prohibitions and Limitations	21
Sections 98-831 to 98-832: Reserved.....	23
Section 98-833: Appearance, Construction, and Maintenance of Signage	23
Section 98-834: Reserved.....	24
Section 98-835: Nonconforming Signs	24
Section 98-836: Reserved.....	25
Section 98-837: Removal of Sign and Sign Structures where Business is no Longer in Operation	25
Sections 98-838 to 98-839: Reserved.....	26
Section 98-840: Violations, Penalties, and Fees.....	26
Sections 98-841 to 98-899: Reserved.....	26

Section 98-801. Purpose.

ARTICLE 8: SIGNAGE REGULATIONS**Section 98-801. Purpose.**

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

Section 98-802: Reserved**Section 98-803: Definitions**

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

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

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

Section 98-803: Definitions

- (d) Art works, including but not limited to wall murals and statues, which do not contain a commercial message or logo or branding.
 - (e) Building colors and lighting which do not contain a commercial message or commercial logo or branding.
 - (f) Window displays of merchandise, pictures, or models of products or services incorporated in a window display, which are not directly attached to an interior or exterior window surface.
 - (g) Vehicles that are licensed, operable, and parked in legal parking spaces.
 - (h) Individual signs that are less than one square foot in area. Individual signs shall not be combined in a “mosaic” arrangement to create a resulting larger sign.
 - (i) Construction site banners as defined in Wis. Stats. §66.1102(5)(a).
- (2) **Other Definitions.**
- (a) **Advertising.** Any writing, painting, display, emblem, drawing, sign, or other device designed, used, or intended for display or any type of publicity for the purpose of making anything known or attracting attention to a place, product, good, service, idea, or statement.
 - (b) **Building frontage.** The width of the building façade that fronts a public street, highway, or interstate.
 - (c) **Business frontage.** The portion of a building frontage occupied by a single tenant space having a public entrance within the building frontage. For businesses located on the interior of a building without frontage, the building elevation providing customer access shall be considered the business frontage.
 - (d) **Commercial message.** Any sign wording, logo, branding, or other representation that, directly or indirectly, names, advertises, or calls attention to a business product, service, idea, or commercial activity. Any sign authorized by this Article may contain a commercial message.
 - (e) **Copy.** Words, letters, numbers, figures, designs, or other symbolic representations incorporated into a sign.
 - (f) **Changeable copy.** Sign copy that may be changed manually to provide different information such as boards with changeable letters, bulletin boards, and chalkboards.
 - (g) **Customer entrance.** The entrance that the public can use when an establishment is open to the public.
 - (h) **Electronic message sign:** See Section 98-808.
 - (i) **Elevation, building.** The view of any building or other structure from any one of four sides regardless of the configuration or orientation of a building. No building shall be treated as having more than four building elevations. Each elevation will generally be identified as a north, south, east or west building elevation.
 - (j) **External illumination.** The lighting of an object from a light source located a distance from the object.
 - (k) **Façade.** See “Elevation, building.”
 - (l) **For lease.** The period of time in which a property is being offered for lease through a licensed real estate agent or is being offered for lease by the owner.
 - (m) **Height of sign.** The vertical distance from the average ground level at the base of the sign to the top of the highest attached component of the sign. See Section 98-815(2) for the measurement of sign height.
 - (n) **Lighting, ambient.** Illumination in which the only light that falls onto the sign comes from sources that are available naturally (e.g. sunlight, moonlight) or from artificial lighting sources

Section 98-803: Definitions

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

Section 98-804: Reserved

- (bb) **Windowpane.** The area defined by any combination of the window frame and mullions located within said frame.

Section 98-804: Reserved

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

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

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

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

- (a) **Freestanding Sign Category.** A sign permanently resting on or supported by a slab, pedestal, post, pylon, or any other form of base located on the ground.

The following Freestanding Sign Types are addressed by this Article:

1. **Monument Sign.** A type of Freestanding Sign in which the bottom edge of the sign face is located within one foot of a ground-mounted pedestal.
2. **Dual Post Sign.** A type of Freestanding Sign mounted to the sides or ends of two or more posts, with the majority of the sign area located between the outermost posts, with the bottom edge located within an average of three feet of existing grade.
3. **Pylon Sign.** A type of Freestanding Sign erected upon one or more pylons or poles, generally of a height that is taller than permitted for a Dual Post sign.
4. **Freestanding Canopy Sign.** A type of Freestanding Sign placed directly on the fascia of a freestanding canopy associated with an In-Vehicle Sales and Service land use (See Section 98-206(g)).

- (b) **On-Building Sign Category.** A type of sign permanently affixed to a wall of a building, and which is generally oriented and sized for visibility to motorists.

The following On-Building Sign Types are addressed by this Article:

1. **Wall Sign.** A type of On-Building Sign that is mounted directly on, and parallel to, a building façade or other vertical building surface. A Wall Sign also includes a sign located on the interior of a building that is intended to be viewed primarily from beyond the boundaries of the site. Whether an interior sign is considered a Wall Sign shall be determined by the Zoning Administrator during the sign permit review process.
2. **Awning Sign.** A type of On-Building Sign that is directly affixed via sewing, silk screening, painting, or similar method to a non-rigid removable awning which is mounted to the façade of a building.
3. **Canopy Sign.** A type of On-Building Sign that is directly affixed via bolts, brackets, or similar method to a rigid permanent canopy which is mounted to, or adjacent to, the façade of a building.

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

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

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

1. **Menu Board Sign.** A type of Changeable Copy Sign mounted flat against a wall containing changeable copy.
 2. **Sandwich Board Sign.** A type of freestanding Changeable Copy Sign placed on the ground and constructed in such a manner as to form an “A”-like shape, hinged or not hinged at the top, with each angular face held together at an appropriate distance by a supporting element such as a folding bar, latch, or chain.
 3. **Bulletin Board Sign.** A type of freestanding Changeable Copy Sign located on-site containing changeable copy and resting on or supported by a pedestal, post, or other form of base located on the ground.
 4. **Drive Thru Sign.** A type of Changeable Copy Sign used only in conjunction with drive-through or drive-in establishments.
- (2) **Business Sign--Other Group.** A sign which directs attention to a business, commodity, service, or entertainment conducted, sold, offered, or manufactured upon the site where the sign is located.

“Business Signs--Other” is a Sign Group which contains various Sign Categories and Sign Types that a business is eligible to use, which do not require a Sign Permit, and which are typically used to promote temporary activities. This Sign Group includes the following Sign Categories: Window Signs, Temporary Board & Banner Signs, Temporary Flag or Feather Signs, and Temporary Approved Development Signs. See Figure 98-811(2) for additional rules related to zoning districts.

- (a) **Window Sign Category.** A type of sign that is either painted onto a window, attached to the inside face of an exterior window, or located inside a building within 3 feet of a window and intended to be viewed from the exterior of the building. Window Signs may face toward the outside, the inside, or both.
- (b) **Temporary Board & Banner Sign Category.** A sign located outside of a building for a defined display time limit. Such signs are often used for the purpose of informing the public of a sale or special offer.

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

1. **Board Sign.** A type of Temporary Board & Banner Sign that is temporarily placed on the ground and is made of rigid material such as plywood or corrugated plastic.
2. **Banner Sign.** A type of Temporary Board & Banner Sign that is made of flexible material such as cloth or vinyl and is supported along one or more sides or at two or more corners by wires, ropes, string, nails, or other removable fastening materials.

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

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

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

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

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

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

- 1. **On-Building Locational Sign.** A type of Site Guidance Sign located on-building that typically indicates addressing information or the name or address of the property owner, tenant, or manager of the property.
 - 2. **Interior Site Navigational Sign.** A type of Site Guidance Sign that typically includes a directional arrow or symbol that directs people to a specific destination within a development or site or indicates a warning from the property owner related to conditions on-site or that cites a City, State, or Federal law, order, rule, or regulation. Examples may include signs listing parking hours or “No Trespassing,” “No Loitering,” or “Customer Parking Only” signs. This Sign Type may also include either the name, logo, or symbol of the destination, provided that the name, logo, or symbol is less than 1 square foot.
- (b) **Placemaking Sign Category.** A Sign Category that conveys information which the City of Lake Geneva finds desirable to encourage placemaking, particularly related to officially recognized historic places, officially-designated neighborhoods, and conveying information for the general public. Signs in this Category are optional and are only permitted through official government action, including designation of historic places, creation of outlots in a Plat or Certified Survey Map, and the presence of an Institutional land use.

Sections 98-806 - 98-807: Reserved

The following Placemaking Sign Types are addressed by this Article:

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

The following Yard Sign Types are addressed by this Article:

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

Sections 98-806 - 98-807: Reserved

Section 98-808: Electronic Message Signs

- (1) **Electronic Message Sign.** A type of sign that displays words, lines, logos, graphic images, or symbols, which may be changed electronically to provide different information, and which includes computer signs, electronic reader boards, video screens, LCD signs, electronic time and temperature signs, and other signs with electronically controlled changing or moving displays.
 - (a) Electronic Message Signs shall be permitted only with nonresidential land uses. No more than one Electronic Message Sign shall be permitted per site.
 - (b) In addition to the setback requirements of this Article, no Electronic Message Sign shall have a message that is visible from any residential zoning district within 150 feet of the sign.
 - (c) Electronic Message Signs may be integrated into the design of the following Sign Types: Freestanding Signs, Drive Thru Signs, or Community Signs, but may not comprise more than 50 square feet of the sign’s total area. Electronic Message Signs shall count toward the site’s maximum permitted sign area.
 - (d) Messages and non-text images shall not change appearance more than once every 10 seconds and transitions between messages shall be via instantaneous change. Use of Electronic Message Signs for images, text, or lighting that change appearance in a manner not permitted above shall be considered animated signs, which are prohibited per Section 98-830.

Section 98-809: Reserved

- (e) Electronic Message Signs shall be equipped with photosensitive equipment which automatically adjusts the brightness and contrast of the sign in direct relation to the ambient outdoor illumination.
- (f) Electronic Message Signs shall comply with the exterior lighting requirements of [Section 98-707](#).
- (g) Electronic Message Signs shall be maintained so as to display messages in a complete and legible manner.

Section 98-809: Reserved**Section 98-810: Group Developments**

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

Section 98-811: Permitted Sign Rules

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

Section 98-811: Permitted Sign Rules

Figure 98-811(1): Business Sign--Permanent Group ²							Sign Area & Height Maximums for Zoning Districts:					
Sign Categories & Sign Types	Sign Permit Required and Approver (see Section 98- 827)	Number of Signs Allowed	Sign Locations Allowed	Sign Face Materials Allowed	Sign Lighting Allowed	Sign Area Formula	1 & 2 Family Residential	Multi-Family Residential	Non-Residential and Mixed-Use	Downtown		
							CR-5ac, ER-1, SR- 3, SR-4, TR-6	MR-8	RH, PO, NB, PB, PBP, NO, GB, PI, and HI	CB		
A. Freestanding Sign Category ^{1, 2} Choose 1 of the following Sign Types.												
1. Monument Sign ^{1, 2, 4, 6, 10, 12, 16}	Yes: For each new sign. City staff approval.	1 sign per street frontage	Minimum sign setback from each property line shall be greater than or equal to the sign height. ¹⁰	Durable, all- weather materials in all districts. ¹²	Standard. ^{4, 5}	1 sf of sign area per 1 ft of street frontage	Not allowed	32 sf area 6 ft height	120 sf area 8 ft height			
2. Dual-Post Sign ^{1, 2, 4, 6, 10, 12, 16}						Not allowed						
3. Pylon Sign ^{1, 2, 4, 6, 10, 12, 16}		1 per street frontage ¹⁸	Placed on the canopy facia ¹⁸			None. Use max area.	Not allowed		See Footnote 17			
4. Freestanding Canopy Sign ¹⁷												
B. On-Building Sign Category ^{1, 2} Choose 1 of the following Sign Types.												
1. Wall Sign ^{1, 2, 3, 7, 9, 10}	Yes: For each new sign. City staff approval.	1 sign per business per street frontage, plus 1 sign per customer entry	Sign shall not extend above parapet or facia. Minimum overhang rules. ^{8, 9, 10} Sign may not project within 2 feet of curb.	Durable, all- weather materials in all districts.	Standard. ⁵	1 sf of sign area per 1 ft of building façade length	Not allowed	Per formula.				
2. Awning Sign ^{1, 2, 3, 8, 9, 10}					Gooseneck.							
3. Canopy Sign ^{1, 2, 3, 8, 9, 10}					Backlit, gooseneck.							
4. Marquee Sign ^{1, 2, 3, 8, 9, 10}					Standard. ⁵			Not allowed	40 sf area			
5. Projecting Sign ^{1, 2, 3, 9, 10}									12 sf area			
C. Pedestrian Sign Category ^{1, 2}												
1. Suspended Sign ^{1, 2, 9, 10}	Yes: For each new sign. City staff approval.	1 for each customer entrance.	Minimum overhang rules. ^{8, 9, 10}	Durable, all-weather materials in all districts.	Ambient or Gooseneck.	None. Use max area.	Not allowed		3 sf area			
D. Changeable Copy Sign Category ^{1, 2}												
1. Menu Board Sign ^{1, 2, 15}	Yes: For each new sign. City staff approval.	1 for each business.	Within 10 ft of customer entrance. ^{9, 12}	Durable, all- weather materials in all districts.	Internal.	None. Use max area.	Not allowed		4 sf area			
2. Sandwich Board Sign ^{1, 2, 13}			Minimum 15' from the right-of- way. ¹⁰		Ambient only.		Not allowed		6 sf area/3 ft height/2 ft width			
3. Bulletin Board Sign ¹⁴					Internal.		Not allowed		10 sf area/6 ft height			
4. Drive Thru Sign ^{1, 2, 4, 11}	Yes: For each new sign. City staff approval.	1 per drive thru lane	Drive-thru ¹¹		Standard. ^{4, 5}		Not allowed		48 sf area/8 ft height	Not allowed		
Footnotes Containing Additional Development Requirements:												
1 Refer to Section 98-805 for definitions and rules for each Sign Category (lettered), and each Sign Type (numbered).												
2 Available to land uses identified in the City of Lake Geneva Zoning Code Chapter 98, Article 2.												
3 The number of permitted on-building signs may be transferred from one wall to another, but the total combined sign area on the receiving wall shall still be limited by its length ratio of said wall.												
4 Electronic Message Signs (of up to 50% of the sign area) are permitted for this Sign Type in nonresidential districts. See Section 98-808.												
5 “Standard” means the following forms of sign lighting: ambient, backlit, internal, and gooseneck. Any Internally illumined sign must have opaque cabinet fields and a translucent message.												
6 Group Development Signs may be up to 50% larger in area and 2 feet taller in height. See Section 98-810.												
7 Every business shall be guaranteed a minimum of 50 square feet of Wall Sign area, regardless of the business’s actual building façade length.												
8 Sign copy shall be horizontally and vertically centered on the face of the awning, canopy, or marquee. Sign copy shall not extend above or below an awning or marquee but may extend up to 12” in height above the canopy face, excluding Freestanding Canopy Signs.												
9 Bottom of sign shall be a min. of 14 feet above a drive, alley, street, parking space or other vehicle surface; a min. of 8 feet above a sidewalk, patio, or other ground-level- surface; and a maximum of 3 feet from the building. Wall Signs shall not project more than 12 inches horizontally beyond the edge of any wall or other surface to which they are mounted.												
10 Sign must be located on-site and must not be located within any street right-of-way (which includes the entire public sidewalk and street terrace area) or vision triangle without a permit from the City Engineer.												
11 Drive Thru Signs shall conform to the location requirements for In-Vehicle Sales or Service land uses. Drive Thru Signs shall be located within 15 feet of the building, sign copy shall not be viewable from the public right-of-way or an adjacent residential land use, sign type may be either freestanding or mounted on the exterior wall of the building and must meet the noise and lighting standards in the zoning code. A maximum total of 96 sf of total Drive Thru Signs is permitted per business.												
12 Sign must be designed of materials complementary to and harmonious with the building and site and must be closely integrated with site landscaping.												
13 Signs shall only be located on a public sidewalk or private walkway that is a minimum 6 feet wide and shall only be displayed during the hours of operation for on-site land use. Sign shall be located to maintain a 5-foot-wide pedestrian path.												
14 Sign type only allowed for Institutional land uses as determined by the Zoning Administrator.												
15 Menu Board Signs shall be securely affixed to the exterior wall of the building and shall not extend more than 4” from the wall on which it is mounted.												
16 As required by Wis. Stat. Section 100.18(8), any In-Vehicle Sales and Service land use is permitted to include illuminated fuel price signage as a changeable copy or Electronic Message Sign integrated into the sign structure. Such signs shall count toward the site’s maximum permitted sign area.												
17 Only permitted for In-Vehicle Sales and Service land uses. Stripe width shall be permitted on all sides of the freestanding canopy and limited to a maximum height of 20 percent of the facia’s vertical height, to a maximum height of 12 inches. Sign copy shall be limited to a maximum of 4 square feet in size per facia facing a public right-of-way.												
Abbreviations: ft = feet max = maximum min = minimum sf = square feet C.U.P. = Conditional Use Permit P.C. = Plan Commission												

Example Sign Diagrams:

MONUMENT SIGN

DUAL POST SIGN

NOT ALLOWED
PYLON SIGN

FREE STANDING CANOPY SIGN

WALL SIGN

AWNING SIGN

CANOPY SIGN

MARQUEE SIGN

PROJECTING SIGN

SUSPENDED SIGN

MENU BOARD SIGN

SANDWICH BOARD SIGN

BULLETIN BOARD SIGN

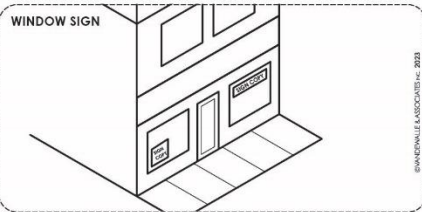
DRIVE THRU SIGN

Section 98-811: Permitted Sign Rules

Figure 98-811(2): Business Sign--Other Group ²							Sign Area & Height Maximums for Zoning Districts:			
Sign Categories & Sign Types	Sign Permit Required and Approver (see Section 98-827)	Number of Signs Allowed	Sign Locations Allowed	Sign Face Materials Allowed	Sign Lighting Allowed	Sign Area Formula	1 & 2 Family Residential	Multi-Family Residential	Non-Residential and Mixed-Use	Downtown
							CR-5ac, ER-1, SR- 3, SR-4, TR-6	MR-8	RH, PO, NB, PB, PBP, NO, GB, PI, and HI	CB
A. Window Sign Category ^{1, 2, 4} No time limit on the display of these signs.										
1. Window Sign ^{1, 2, 4}	Sign Permit not required.	Not to exceed maximum coverage percentages ⁴	Only allowed on the inside of the window. ¹¹	Paper, vinyl, or similar lightweight material, paint	Ambient only; up to 1 internally illuminated or neon sign per tenant	Based on the percentage of window area covered. →	Not allowed.		25% max window area coverage per window up to 25% max total window coverage area per façade ⁴	
B. Temporary Board or Banner Sign Category ^{1, 2, 3} Display limit is based on the footnotes below. ^{8, 10}										
1. Board Sign ^{1, 2, 3, 8}	Sign Permit not required.	1 per lot.	Sign setback shall be at least max. sign height ³	Plywood or similar rigid, all-weather material.	Ambient only.	None. Use max sign area limit. →	Not allowed.	32 sf max area 8 ft max height		
2. Banner Sign ^{1, 2, 3, 10}		1 per lot.	On-building	Vinyl, Fabric, or Lightweight all- weather material.			Not allowed.	32 sf max area, cannot exceed building height		
C. Temporary Flag or Feather Sign Category ^{1, 2, 3} Display limit is based on the footnotes below. ^{9, 10}										
1. Flag Sign ^{1, 2, 3, 7}	Sign Permit not required.	1 per lot.	Sign setback shall be at least max. sign height ³	Vinyl, Fabric, or Lightweight all- weather material.	Ambient Only	None; Use max sign area limit. →	32 sf max area, cannot exceed building height			
2. Feather Signs ^{1, 2, 3, 9}							Not allowed.		8 sf max area 6 ft max height ⁸	Not allowed.
D. Temporary Approved Development Sign Category ^{1, 2, 3} Display limit is based on the period of active development. ^{5, 6}										
1. Active Building Sign ^{1, 2, 3, 5}	Sign Permit not required.	2 per development site.	On-Building; or Freestanding; and clustered in a single location approved by the City Engineer.	Any durable, all-weather material.	Ambient only.	None; Use max sign area limit. →	32 sf max area ⁵ 10 ft max height			
2. Active Plat Sign ^{1, 2, 3, 6}							32 sf max area for each sign ⁶ 10 ft max height			
E. Prohibited Other Sign Category ¹ Display of the following signs is always prohibited in all zoning districts:										
- Signs resembling any traffic control sign or located within a required vision triangle near a street intersection or driveway apron, as determined by the City Engineer. - Signs that project above the building parapet or eave. - Signs that flutter, undulate, swing, rotate, or otherwise move, e.g. inflatable signs, windsocks/tubes, pennants, streamers, festoons, and pinwheels; except signs permitted in A.-D., above. - Flashing, scrolling, or animated signs (including signs that change their appearance less than once per 6 seconds), beacon, search lights, and strobe lights. - Signs mounted on platforms, with wheels or runners, such as trailer signs, sled signs, or other portable signs.										
Footnotes Containing Additional Development Requirements:										
1 Refer to Section 98-805 for definitions and rules for each Sign Category (lettered), and each Sign Type (numbered).										
2 Available to land uses identified in the City of Lake Geneva Zoning Code Chapter 98, Article 2.										
3 Sign must be located on-site and must not be located within any street right-of-way (which includes the entire public sidewalk and street terrace area) or vision triangle.										
4 A “Window” is the total area within a window frame, which may be divided by muntins or mullions. Glass areas divided by walls, piers or columns are considered separate windows. Signs shall only be placed on windows located on the ground floor.										
5 Period of active building development is between the issuance of the building permit and the issuance of the first occupancy permit for the building. One additional Active Building Sign is permitted on lots greater than 5 acres in size.										
6 Period of active plat development is between the recording of the final plat to the issuance of building permits for 80% of the lots as applied to each development phase in the final plat. One additional Active Plat Sign is permitted for a subdivision greater than 5 acres in size.										
7 Flag Signs must be mounted to a pole. The pole can either be driven into the ground or attached to a building. If the pole is driven into the ground, it must be rigid and permanent. If the pole is attached to the building, it must also be rigid. The following flags are exempt: National flags, flags of political subdivisions, and symbolic flags of any institution or badge or insignia of the United States, State of Wisconsin, Rock County, City of Lake Geneva, foreign countries or official historic plaques.										
8 A Board Sign is only permitted during the sale or lease of the subject property or on-site building. Signs are permitted to be displayed between the listing of the subject property or on-site building for sale or for lease and shall be removed within ten days after undergoing a rental or lease agreement or sale.										
9 Feather Signs shall only be displayed during business hours.										
10 Banners and Flags shall be displayed a maximum of 30 consecutive days, 1 time per calendar year.										
Abbreviations: ft = feet max = maximum min = minimum sf = square feet C.U.P. = Conditional Use Permit P.C. = Plan Commission										

Example Sign Diagrams:

WINDOW SIGN



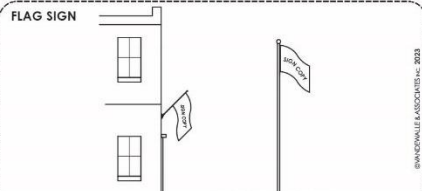
BOARD SIGN



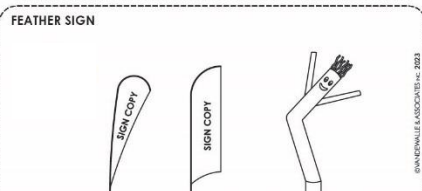
BANNER SIGN



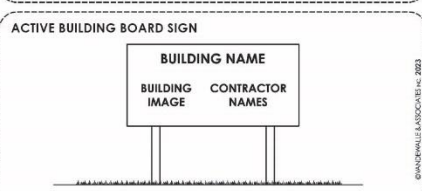
FLAG SIGN



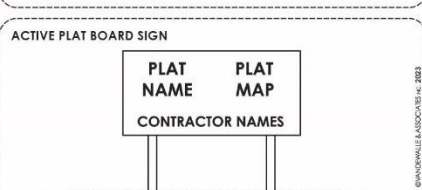
FEATHER SIGN



ACTIVE BUILDING BOARD SIGN



ACTIVE PLAT BOARD SIGN

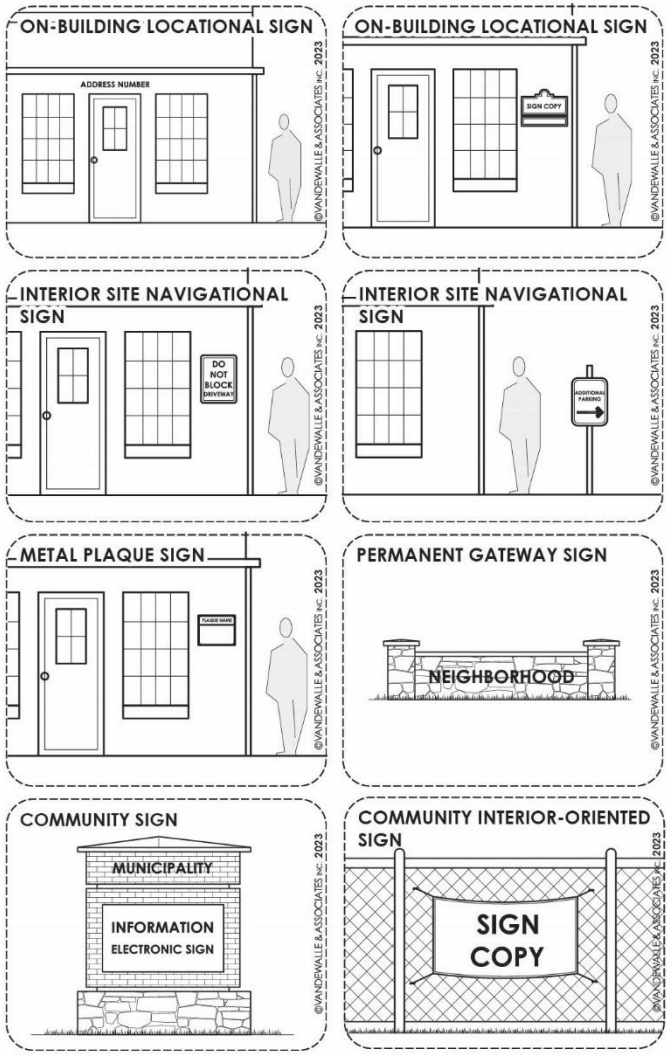


Section 98-811: Permitted Sign Rules

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

Sign Categories & Sign Types	Sign Permit Required and Approver (see Section 98-827)	Number of Signs Allowed	Sign Locations Allowed	Sign Face Materials Allowed	Sign Lighting Allowed	Sign Area Formula	Sign Area & Height Maximums for Zoning Districts:			
							1 & 2 Family Residential CR-5ac, ER-1, SR-3, SR-4, TR-6	Multi-Family Residential MR-8	Non-Residential and Mixed-Use RH, PO, NB, PB, PBP, NO, GB, PI, and HI	Downtown CB
A. Site Guidance Sign Category ^{1, 2, 6}										
1. On-Building Locational Sign ^{1, 2, 6, 8, 10}	Sign Permit not required.	1 required per address. ⁶	On-building, and visible from street. ⁸	Any durable, all-weather material.	Ambient only.	None needed. Use max sign area limit. →	4 sf max area 6 ft max mounted height ¹⁰	12 sf max area 12 ft max mounted height ¹⁰		
2. Interior Site Navigational Sign ^{1, 2, 6, 8, 9}	Yes. For each new sign. Staff approval	As permitted by the Zoning Administrator	On-building or freestanding. ^{6, 8}				4 sf max area 6 ft max height			
B. Placemaking Sign Category ^{1, 2, 6}										
1. Metal Plaque Sign ^{1, 2}	Yes. For each new sign. HPC approval.	Up to 3 per historic building, property, or district.	On-building ⁸ or freestanding. ⁶	Bronze, aluminum, or stainless steel.	Standard. ⁷	None Needed. Use max sign area limit. →	6 sf max area 6 ft max height			
2. Permanent Gateway Sign ^{1, 2, 3, 6}	Yes. For each new sign. P.C. approval.	As approved per the final plat.	Minimum height of sign = minimum distance from the right-of-way ⁶	Any durable, all-weather material.	Standard. ⁷		32 sf max area 6 ft max height			
3. Community Sign ^{1, 2, 4, 5, 6}		1 per site.				Standard. ^{5, 7}	1 sf of sign area per 1 ft of building façade length	See Monument Signs in Figure 98-811(1)		
4. Community Interior-Oriented Sign ^{1, 2, 4, 6}	Yes. For each new sign. Staff approval	As permitted by the Zoning Administrator	Affixed to fences facing the interior of a recreational field		Ambient only.	None Needed. Use max sign area limit. →	32 sf max area 15 ft max height			
Footnotes Containing Additional Development Requirements:										
1 Refer to Section 98-805 for definitions and rules for each Sign Category (lettered), and each Sign Type (numbered).										
2 Available to land uses identified in the City of Lake Geneva Zoning Code Chapter 98, Article 2, other than Community Signs and Community Interior-Oriented Signs.										
3 Permanent Gateway Signs shall be located within a platted outlot or within a permanent sign easement and shall only be configured as a monument sign.										
4 Community Signs shall only be configured as monument signs. Community Interior-Oriented Signs shall only be configured as a banner sign affixed to a fence facing the interior of a recreational field. Community Signs and Community Interior-Oriented Signs are only allowed for Institutional land uses as determined by the Zoning Administrator.										
5 Electronic Message Sign are permitted per Section 98-808.										
6 Sign must be located on-site and must not be located within any street right-of-way (which includes the entire public sidewalk and street terrace area) or vision triangle.										
7 “Standard” means the following forms of sign lighting: ambient, backlit, internal, and gooseneck.										
8 On-building signs must be located within 10 feet of building’s main entrance.										
9 May also include either the name, logo, or symbol of the destination, provided that the name, logo, or symbol is less than 1 square feet.										
10 Home occupations are permitted one additional On-Building Locational Sign. Such sign shall be a max of 2 square feet.										
11 Water tower signs shall be approved by the Plan Commission through the Site Plan review process (see Section 98-908).										
Abbreviations: ft = feet max = maximum min = minimum sf = square feet C.U.P. = Conditional Use Permit P.C. = Plan Commission HPC = Historic Preservation Commission										

Example Sign Diagrams:

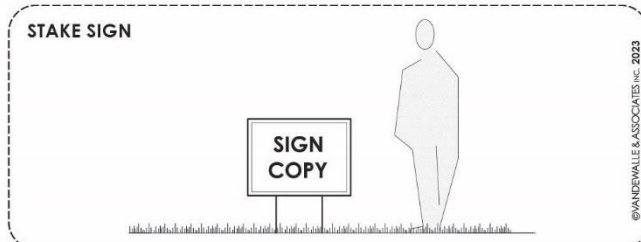


Section 98-811: Permitted Sign Rules

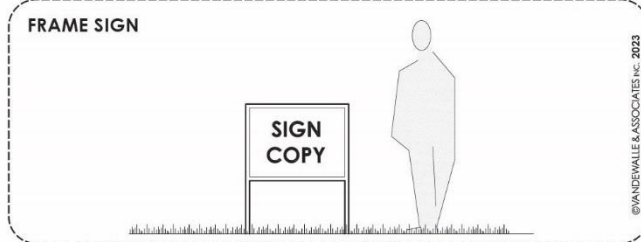
Figure 98-811(3.A.): Miscellaneous Sign Group							Sign Area & Height Maximums for Zoning Districts:			
Sign Categories & Sign Types	Sign Permit Required (see Section 98-827)	Number of Signs Allowed	Sign Locations Allowed	Sign Face Materials Allowed	Sign Lighting Allowed	Sign Area Formula	1 & 2 Family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

Example Sign Diagrams:

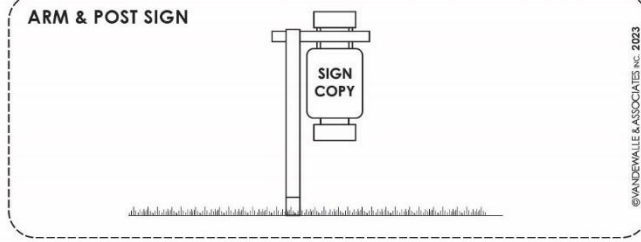
STAKE SIGN



FRAME SIGN



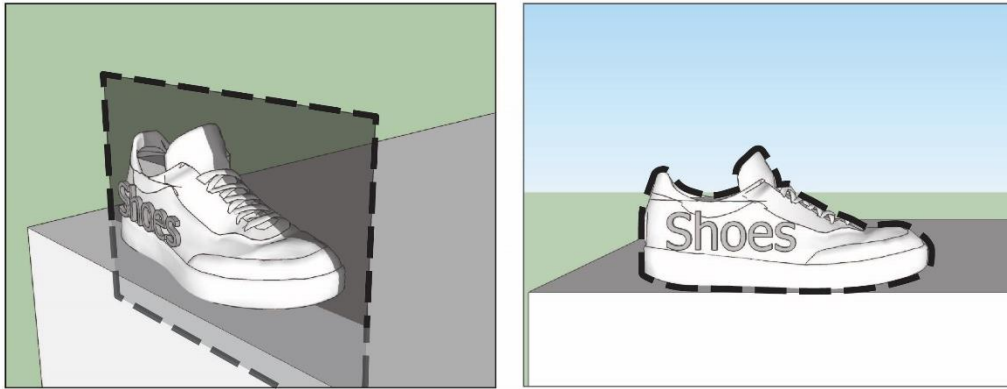
ARM & POST SIGN



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

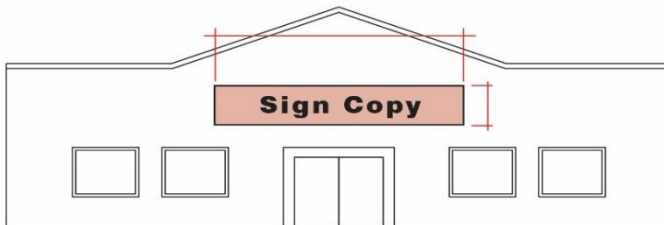
- (1) Sign Setbacks. Signs must be located on-site, outside of the vision triangle, and must not be located within any street right-of-way. Each sign type must be set back in a location consistent with **Figure 98-811(1), Figure 98-811(2), Figure 98-811(3), and Figure 98-811(3.A.)**. Any sign to be placed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

Section 98-815: Sign Setback, Height, Measurement, and Flexibility

Figure 98-815(1): Measurement of a 3D Sign Area**Figure 98-815(2): Measurement of Sign Area**

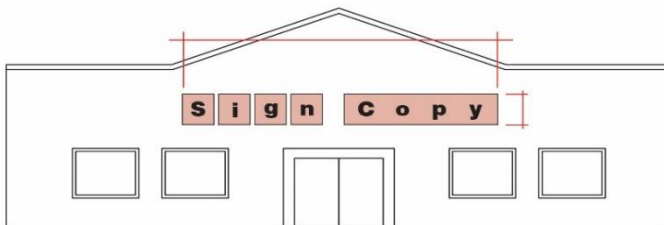
Example 1: Individual letters on a neutral surface

Sum of the smallest rectangles



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

Smallest single rectangle



Example 3: Individual letters on separate panels

Smallest single rectangle

Sections 98-816 to 98-826: Reserved**Section 98-827: Sign Approvals and Permits – Application, Enforcement, and Revocation****(1) Applicability.**

- (a) No Electronic Message Sign listed under Section 98-808(1), Permanent Gateway Sign under Section 98-805(3)(b)2., or Community Sign under Section 98-805(3)(b)3. shall be erected, installed, or constructed without approval from the City of Lake Geneva Plan Commission and the granting of a permit from the Zoning Administrator in accordance with the provisions of this Section.
- (b) No On-Building Sign listed under Section 98-805(1)(b), Suspended Sign under Section 98-805(1)(c)1, Menu Board Sign, Sandwich Board Sign, Bulletin Board or Drive Thru Sign listed under Section 98-805(1)(d), or Interior Site Navigational Sign under Section 98-805(3)(a)2., shall be erected, installed, constructed, or maintained without the granting of a permit from the Zoning Administrator in accordance with the provisions of this Section.
- (c) No Metal Plaque Sign under Section 98-805(3)(b)1. shall be erected, installed, constructed, or maintained without the granting of a permit from the Historic Preservation Commission in accordance with the provisions of this Section.
- (d) For signs requiring a permit in Subsection (a), above, this Section shall apply and be construed to require a permit for a change of copy on any sign or for any conversions or changes in the sign structure.
- (e) This Section shall not apply to repainting or re-facing with the same sign copy, cleaning, repair, or other normal maintenance of the sign or sign structure.
- (f) No new permit is required for signs which are in place as of the effective date this Article, and such signs may remain as legal nonconforming signs if they do not comply with every provision of this Article. Any alteration or relocation of such signs shall conform to the requirements of this Article. Refer to Section 98-835 for rules pertaining to nonconforming signs.
- (g) Any sign permit granted hereunder shall not be assigned or transferred to any other sign, including a modified sign face or modified sign structure.
- (h) The owner or tenant may request the granting of one permit for all signs on a site that requires a sign permit.

(2) Review Authority.

- (a) The Plan Commission shall review all signs per Section 98-827(1), all signs accompanying changes in land use or a new land use which must receive approval of a zoning permit, and sites which will have more than one sign viewed together as part of a group of signs. This may be required with a zoning permit for change of land use or a sign permit.

(3) Sign Permit Application. Each sign permit application shall include:

- (a) The name, address, phone number, and email address of the applicant.
- (b) The name of the business or land use the proposed sign will serve.
- (c) The name, address, phone number, email address, and signature of the property owner.
- (d) The name, address, phone number, and email address of the sign contractor.
- (e) The property's zoning designation.
- (f) The property's current land use or uses for the entire subject property, including all indoor and outdoor areas.

Section 98-827: Sign Approvals and Permits – Application, Enforcement, and Revocation

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

Section 98-827: Sign Approvals and Permits – Application, Enforcement, and Revocation

- (b) All signs shall be designed to fit the zoning and character of the surrounding area including compatibility with the building characteristics, adjacent uses, and adjacent signs. Special consideration should be made where proposed signage is located on or adjacent to locally identified historic structures or publicly owned recreation and conservancy areas. Signage in the Planned Unit Development zoning district shall conform to the planned or existing dominant architectural theme of the area. Signage in or abutting residential properties should be designed and located so as not to create a nuisance.
 - (c) Signs illuminated by floodlights or spotlights shall be positioned in such a manner that none of the light spills over onto an adjoining property or glares or shines into the eyes of motorists or pedestrians. Light levels must conform to zoning requirements. All signs must conform to the Sign Illumination standards in **Section 98-707**.
 - (d) The number of colors and materials of the sign should be kept to a minimum.
 - (e) Landscape features shall be incorporated around the base of all permanent freestanding signs. Landscape plantings or other landscape materials shall not be considered as part of the allowable signage.
 - (f) Whether the sign is designed, constructed, installed, or maintained in such a manner that it does not endanger public safety or traffic safety and minimizes conflict with vehicular or pedestrian circulation.
 - (g) Whether the sign complies with all provisions of the City of Lake Geneva Municipal Code and Building Code, including those related to traffic safety, traffic visibility, sign setbacks, and structural integrity.
- (6) Enforcement and Revocation of Sign Permit.
- (a) A sign permit may be revoked if the applicant has failed to comply with the provisions of this Article or any conditions that may have accompanied the permit at the time of issuance. Revocation requires written notice by either the Zoning Administrator for Article 17 violations or the Building Inspector for Building Code or other construction code violations.
 - (b) If construction, installation, or manufacture of a sign for which a permit has been issued has not commenced within 180 days from the date of the issuance of such permit, said permit shall be null and void and automatically revoked. If work authorized by such permit is suspended or abandoned for a period of 90 days any time after the work is commenced, the original permit shall become null and void. In such cases, a new permit shall be obtained to complete the work and a new permit fee shall be required.
 - (c) Any sign subject to a revoked permit shall be removed by the licensee, sign owner, or property owner within 45 days of such revocation.
- (7) Variances. Any sought by a property owner or applicant shall follow the process set forth in **Section 98-910**.
- (8) Appeals. Any applicant or sign permit holder affected by a decision of the Zoning Administrator may petition for a hearing before the Board of Zoning Appeals in the same manner and subject to the same procedures as other appeals of decisions of administrative officers. The filing of such petition automatically stays removal of any sign involved and already legally erected until the Board of Zoning Appeals decides whether to sustain, modify, or withdraw the notice.
- (9) Removal of Signs in Violation of this Article.
- (a) If the Zoning Administrator determines that any sign exists in violation of this Article, the Zoning Administrator shall notify the sign permit holder or the owner of the property on which the sign is located. Said notification shall indicate that such violation shall be corrected within 60 days of receipt of said notice on penalty of automatic revocation of any sign permit, and that removal of the sign by the City may occur at the expense of the owner of the property.

Section 98-828: Downtown Design Overlay Sign Requirements

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

Section 98-828: Downtown Design Overlay Sign Requirements

- (1) Exterior signage. All signage which is visible from any point outside of the building or structure shall be compatible and harmonious with the general design theme noted in Sections 98-9-913(9)(a)1a, 98-9-913(9)(a)1b, and 98-9-913(9)(a)2. All signs located in the Downtown Design Overlay District shall meet the signage requirements of the underlying zoning district, as well as the additional restrictions set forth in this section. In addition:
- (a) Number of signs. No more than three exterior signs for the same business shall be visible from any single vantage point on or off the subject property.
 - (b) Area of signage. Signage area shall comply with the requirements for the Commercial Business (CB) District in Section 98-806(6).
 - (c) Types of signage. All signs found in Figures 98-811(1) through 98-811(3a) may be used for individual businesses. Roof signs, mobile signs and portable signs are not permitted in any instance. Special event signs shall be regulated per Section 98-805(2) of this chapter.
 - (d) Group development signs. Group development signs may be wall, projecting, awning or freestanding signs. Such freestanding signs shall be limited to one per lot, shall not exceed the height of the principle building on the subject property, shall be limited in area to a maximum of one square foot of sign area for every two feet of frontage along the public street located closest to the freestanding sign, and shall in no instance exceed the area allocated in Figures 98-811(1) through 98-811(3a). The base of freestanding signs shall be fully concealed by plants to a minimum height of 24 inches. The supports of freestanding signs shall be constructed of materials and in a style which is consistent with the materials and style of the principal structure on the site, and with the design guidelines as determined by the Design Review Commission.
 - (e) Sign colors:
 1. Bold colors, bright colors and fluorescent, "day glow," and/or "neon" colors shall not be permitted. The Zoning Administrator shall determine whether a proposed color is bold, bright, fluorescent, "day glow," or "neon" using the process outlined in Appendix B, Where such colors constitute a component of a standardized corporate theme or identity, muted versions of such corporate colors shall be used.
 2. High gloss paints, enamels, lacquers, varnishes or other shiny non-glazing surfaces shall not be used, except as provided for under Subsection 98-828(1)(e)(3) below. Flat paint or satin finishes are encouraged.
 3. Color combination schemes shall be limited to no more than three different colors for all signs on a property. Varying shades, tints or intensities of a color shall count as a different color for this purpose. Natural exterior materials, such as stone, brick, wood and glass,

Section 98-829: Reserved

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

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

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

Figure 98-828(1): Sign Location



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

Section 98-829: Reserved

Section 98-830: Sign Prohibitions and Limitations

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

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

Section 98-830: Sign Prohibitions and Limitations

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

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

Sections 98-831 to 98-832: Reserved

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

Sections 98-831 to 98-832: Reserved

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

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

Section 98-834: Reserved

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

Section 98-834: Reserved**Section 98-835: Nonconforming Signs**

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

Section 98-836: Reserved

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

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

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

Sections 98-838 to 98-839: Reserved

- (3) If the sign or sign structure(s) have not been removed, the City shall send written notification to the property owner of record or last known occupant, via certified mail, return receipt requested, indicating that said property owner or occupant remove the sign or sign structure or apply for and be granted an extension. If the sign or sign structure have not been removed within 90 days after the City sends notice, and an extension has not been granted, the City may have the sign or sign structure removed.
- (4) Any and all costs incurred by the City in the removal of a sign or sign structure pursuant to the provisions of this Section, which authorized assessment of the cost, shall constitute a lien against the property upon which the sign or sign structure existed and shall be collected as a special charge under Wis. Stats. §66.0627.

Sections 98-838 to 98-839: Reserved**Section 98-840: Violations, Penalties, and Fees**

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

Sections 98-841 to 98-899: Reserved

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: July 15, 2024

Agenda Item: #14

Building and Zoning Administrators report:

I would like to provide the Plan Commission updates quarterly on the summary report for the Building and Zoning Department. I ask this be submitted quarterly since the annual monthly report would be received with little change other than during the renewal period for short-term rental properties and during the slower construction months of winter.

I believe the Plan Commission would be able to properly ascertain where Lake Genevas numbers for New Single-Family Home & Short-Term Rental properties counts compare with the past year's numbers.

With the STR properties we are providing 2024 numbers, currently Jason is diligently monitoring and updating the list daily. Jason and I are speaking almost daily with STR owners on registration, renewals in conjunction with the announcement of the possibility that a new STR Ordinance which is in process, and of possible adoption in 2024.

New Single-Family Homes as of June

2023 – 65 New Homes
2024 – 61 New Homes

Short-Term Rental properties - 86

Short Term Rentals	
Addr ess	Street
111	Center St. # 349
155	Forest St.
220	Darwin St
222	Ridge Rd.
245	Elmwood Ave.
302	Maxwell St *
318	Ridge Rd. *
325	Cook St. *
330	Oakwood Ln.
403	S Lakeshore Dr. *
403	W Miller Ct
415	S Lakeshore Dr.
416	Warren St.
420	Campbell St. *
421	Elmwood Ave.
429	S Lakeshore Dr.*
434	Cook St.
461	Sue Ann Dr. *
495	Manning Way
500	Eugene Dr.
520	Madison St.
523	Fremont St *
523	Warren St.
527	Water St.
544	Jefferson ST.
605	Madison St *
717	Center St.
724	Joshua Ln. *
727	Henry St. *
812	Center St. *
816.5	Wisconsin St. *
822	Williams St.*
827	Clover
830	Pine Tree Ln.
830	Williams St *
901	Maytag Rd.
912	Grant St.
919	George St

925	Dodge St.
927	W Main St. - Cottage
927	W Main St. - Main House
930	Henry St.
930	Marshall St.
938	George St.
1000	Timothy Dr.
1003	Williams St.
1004	Tolman St.
1005	Madison St.
1010	Bonnie Brea Ln *
1015	Williams St.
1021	Dodge St. Lower *
1021	North St. Unit A
1021	North St. Unit B
1022	Park row
1024	Dodge St.
1024	Geneva St
1024	North St.
1024	Park Row
1024	S Lakeshore
1029	Dodge St.
1030	Lake Geneva Blvd. *
1030	Wheeler St
1034	Dodge St.
1035	Pleasant St.*
1038	George St. *
1046	Bonnie Brae Ln
1074	Mobile St.
1097	Bonnie Brae Ln.
1121	Center St. *
1123	Pleasant St.
1124	Park Row
1140	Romin Rd.
1144	Rolling Ln.
1175	LaSalle Ct.
1201	Madison St.
1215	Center St.

1225	Pleasant St *
1229	W Main St. *
1230	Center St
1236	Park Row Unit A
1236	Park Row Unit B
1300	Park Row
1326	Pleasant St.
1403	Dodge St.
1719	Miller Ct.
1800	Miller Rd.
	* = expired in the last 60 days