



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

**REGULARCOMMON COUNCIL
MONDAY, JANUARY 13, 2025 - 6:00 PM
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)**

Members:

Mayor Todd Krause, Council President, Mary Jo Fesenmaier, Council Vice President, Cindy Yager, Alderpersons: Sherri Ames, Peg Esposito, Linda Frame, Joel Hoiland, Cathy Stoodley, and Shari Straube

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<https://cityoflakegeneva.gov/319/City-Meetings-Video-Stream>

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Awards, Presentations, Proclamations, and Announcements
5. Re-consider business from previous meeting
6. Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes
7. Acknowledgement of Correspondence
8. Approve the Regular Council Minutes of December 9, 2024 and Special Council Minutes of December 17, 2024
9. **CONSENT AGENDA**– Any item listed on the consent agenda may be removed at the request of any member of the Council. The request requires no second, is not discussed, and is not voted upon.
 - a. Public Event Permit filed by Lakeland Community Church for Church in the Park on July 6, 2025
 - b. Public Event Permit filed by the Geneva Lake Arts Foundation for Art in the Park from August 8 to 10, 2025
 - c. Public Event Permit with Street Use application filed by J3 Events Inc for the Studio Wine Run 5k on May 26, 2025
 - d. Complimentary Riviera Ballroom Event Request Form filed by VISIT Lake Geneva for Winterfest from January 29 to February 2, 2025
10. Items removed from the Consent Agenda

11. Discussion/Action regarding **Resolution 25-R01**, authorizing May 13, 2025, as World Migratory Bird Day in the City of Lake Geneva

12. Discussion/Action on the Recommendations of the Finance, Licensing, and Regulation Committee- Ald. Ames

- a. Geneva Lake Seawall Replacement Project Alt Bid 1 - Reinforced Poured Concrete Wall from CK Contractors in the amount of \$131,028.20 (approval recommended December 17, 2024)
- b. Gage Marine Pier and Buoy Service Contract for 2025-2027 (approval recommended December 17, 2024)
- c. **Resolution 25-02** regarding changes to the City of Lake Geneva Fee Schedule for increases to the Annual West End Pier Slip, Lagoon Slip, Buoy, Dingy, Kayak and Paddleboard Rack Leases (approval recommended December 17, 2024)
- d. Request by the Utility Commission for the City to participate in funding the replacement of culverts along the White River access road on the Hillmoor property with a 20% cost share of the final construction costs (approval recommended January 7, 2025)
- e. Acceptance of the Pre-Paid and Regular Check Reports

13. Discussion/Action on the Recommendations of the Plan Commission- Ald. Esposito

- a. **Resolution 25-R03**, authorizing the issuance of a Conditional Use Permit (CUP) to 930 Bayview Dr, Lake Geneva for a second-story addition and fence replacement in the Estate Residential (ER-1) zoning district, Tax Parcel No. ZGB00026
- b. **Resolution 24-R04**, authorizing the amendment of a Conditional Use Permit (CUP), to expand the Outdoor Commercial Entertainment land use and remove the Limited Conditional Use status in the General Business (GB) zoning district for the property located at 304 S. Wells St and 421 Baker St, Parcel No. ZA452900001

14. Confirming Mayoral Appointments

- a. Alastair Cumming to the Business Improvement District for a term expiring January 1, 2027
- b. Emily Trainor to the Business Improvement District for a term expiring January 1, 2027
- c. Stephen Schroeder to the Business Improvement District for a term expiring January 1, 2027
- d. Ann Esarco to the Plan Commission for a term expiring May 1, 2026
- e. Shelley Rowell to the Tourism Commission for a term expiring May 1, 2025

15. Adjournment

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

**CITY OF LAKE GENEVA REGULAR COMMON COUNCIL MINUTES
MONDAY, DECEMBER 9, 2024 - 6:00 PM
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)**

Members: Mayor Todd Krause, Council President, Mary Jo Fesenmaier, Council Vice President, Cindy Yager, Alderpersons: Sherri Ames, Peg Esposito, Linda Frame, Joel Hoiland, Cathy Stoodley, and Shari Straube

Call to Order

by Mayor Krause at 6:00 pm.

Pledge of Allegiance

Aldersperson Stoodley.

Roll Call

Present: Todd Krause, Sherri Ames, Shari Straube, Mary Jo Fesenmaier, Linda Frame, Peg Esposito, Joel Hoiland, Cathy Stoodley. Absent: Cynthia Yager. Others present.

Awards, Presentations, Proclamations, and Announcements

The city is still accepting applications for the Hillmoor and Tourism Commissions.

Re-consider business from previous meeting

None.

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

Ken Etten spoke regarding item10, the HPC grant and he is in favor of the city approving the application.

Acknowledgement of Correspondence

1 mail correspondence was received.

Approve the Regular Council Minutes of November 25, 2024 and Special Council Minutes of December 4, 2024

Motion by Ames to approve, second by Hoiland. Voice vote, approved, motion carried.

Discussion/Action regarding Licenses and Permits

Temporary Class "B" Beer application filed by St Francis de Sales for The event of Chili Cook-Off on Januray 18, 2025

Motion by Ames to approve, second by Frame. Voice vote, approved, motion carried.

Temporary "Class B" Wine/Class "B" Beer application filed by St. Francis de Sales for the event of Spaghetti Dinner on February 22, 2025

Motion by Hoiland to approve, second by Stoodley. Voice vote, approved, motion carried.

Temporary Class "B" Beer application filed by St. Francis de Sales for the event of Irish Trivia Night on March 22, 2025

Motion by Frame to approve, second by Ames. Voice vote, approved, motion carried.

Public Event Permit Application with Street Use/Closure filed by VISIT Lake Geneva for the event of Winterfest from January 29 to February 2, 2025

Motion by Hoiland to approve, second by Frame. Motion by Frame to allow the applicants to speak about the item, second by Ames. Voice vote, approved, motion carried. Discussion took place regarding the event. Main motion vote - Voice vote, approved, motion carried.

Discussion/Action regarding authorizing the Historic Preservation Commission to apply for the Wisconsin Historical Society grant for a citywide property survey update - Ald Esposito

Motion by Esposito to approve, second by Frame. Discussion took place and Alderperson Esposito informed the council quotes started coming in around \$30,000 and the grant will cover \$25,000. The HPC has funds that will cover the rest of the expense. Voice vote, approved, motion carried.

Discussion/Recommendation regarding pay application #3 from Wolf Paving for the 2024 Lake Geneva Street Program in the amount of \$275,160.82

Motion by Hoiland to approve, second by Ames. Voice vote, approved, motion carried.

Acceptance of the Pre-Paid and Regular Check Reports

Pre-Paid Checks: \$41,902.89

Motion by Frame to approve, second by Stoodley. Voice vote, approved, motion carried.

Regular Checks: \$328,026.09

Motion by Frame to approve, second by Ames. Voice vote, approved, motion carried.

Discussion/Action regarding recommendation of the Plan Commission- Ald. Esposito

Conditional Use Permit (CUP) application filed by Kurt Jennison, N3382 County Road H, Lake Geneva, Wisconsin 53147, for a request to allow for a relocation and expansion of the previously approved Indoor Commercial Entertainment land use (Lake Geneva Billiards Club) in the Central Business (CB) zoning district for the property located at 772 W. Main Street Suite 04, Tax Key No. ZOP00321

Motion by Esposito to approve, second by Ames. Voice vote, approved, motion carried.

Conditional Use Permit (CUP) application filed by George and Carol Zimmermann at 61 Lakeview Drive, Lake Geneva, for a request to allow a partial second floor in the Estate Residential (ER-1) zoning district for the property located at 61 Lakeview Drive, Tax Key No. ZLM 00078

Motion by Esposito to approve, second by Frame. Voice vote, approved, motion carried.

Amendment to a General Development Plan (GDP) filed by Wisconsin Power and Light Company, 4902 N. Biltmore Ln, Madison, Wisconsin, for the reconstruction of the electrical substation located at 255 Mill Street, Tax Key No. ZA312100002

Motion by Esposito to approve, second by Frame. Discussion took place and Alderperson Hoiland requested a list of equipment when they file their PIP. Voice vote, approved, motion carried.

Motion to go into Closed Session pursuant to Wis. Stat. 19.85(1)(c) for the purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding:

Motion by Hoiland to go into closed session to include Interim City Administrator Dave De Angelis, Finance Director Laura Pisarcik, City Attorney Dan Draper, Police Chief Ed Gritzner and City Clerk Lacey L. Reynolds, second by Ames. Roll call vote: Hoiland, yes; Ames, yes; Straube, yes; Fesenmaier, yes; Frame, yes; Esposito, yes; Stoodley, yes. Motion carried. Adjourned to closed session at 6:21 pm.

Interview and Hiring of a City Administrator

Review WPPA collective bargaining agreement

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

Reconvened in open session at 7:03 pm.

Motion by Frame to authorize agent Lee Szymborski to negotiate with the candidate regarding the terms discussed in closed session, second by Hoiland. Roll call vote: Frame, yes; Hoiland, yes; Esposito, yes; Fesenmaier, yes; Ames, yes; Straube, yes; Stoodley, yes. Motion carried.

Motion by Hoiland to approve the WPPA collective bargaining agreement, second by Frame. Roll call vote: Hoiland, yes; Frame, yes; Stoodley, yes; Esposito, yes; Fesenmaier, yes; Straube, yes; Ames, yes. Motion carried.

Adjournment

Motion by Fesenmaier to adjourn, second by Ames. Voice vote, approved, motion carried. Adjourned at 7:06 pm.

Lacey L. Reynolds
City Clerk

**CITY OF LAKE GENEVA SPECIAL COMMON COUNCIL MINUTES
TUESDAY, DECEMBER 17, 2024 - 4:31 PM
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL) DIRECTLY
FOLLOWING THE CONCLUSION OF THE FLR COMMITTEE MEETING WHICH
BEGINS AT 4:30 PM.**

Members: Mayor Todd Krause, Council President, Mary Jo Fesenmaier, Council Vice President, Cindy Yager, Alderpersons: Sherri Ames, Peg Esposito, Linda Frame, Joel Hoiland, Cathy Stoodley, and Shari Straube

Call to Order

by Mayor Krause at 5:27 pm.

Pledge of Allegiance

Aldersperson Stoodley.

Roll Call

Present: Todd Krause, Sherri Ames, Mary Jo Fesenmaier, Linda Frame, Peg Esposito, Joel Hoiland and Cathy Stoodley.

Absent: Shari Straube and Cynthia Yager.

Others present: Attorney Dan Draper, Finance Director Laura Pisarcik, Fire Chief John Peters, Consultant Lee Szymborski and other interested persons.

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

None.

Awards, Presentations, Proclamations, and Announcements

None.

Mayoral Appointments

Discussion/Action regarding the reappointment of Janine Osborne to the BID for a term expiring on January 1, 2027

Motion by Fesenmaier to confirm the reappointment, second by Ames. Voice vote, approved, motion carried.

Discussion/Action regarding the reappointment of Jessica Alethea Salgado to the BID for a term expiring on January 1, 2027.

Motion by Fesenmaier to approve the reappointment, second by Frame. Voice vote, approved, motion carried.

Motion to go into Closed Session pursuant to 1) Wisconsin Statutes 19.85(1)(c) for the purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding: The City Administrator recruitment; and pursuant to 2) Wisconsin Statutes 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session regarding: Emergency Services Agreement Between the Town of Linn and the City of Lake Geneva for a term extension

Motion by Hoiland to go into closed session to include City Attorney Dan Draper, Finance Director Laura Pisarcik, Fire Chief John Peters, Consultant Lee Szymborski and City Clerk Lacey L. Reynolds, second by Fesenmaier. Roll call vote: Hoiland, yes; Fesenmaier, yes; Frame, yes; Esposito, yes; Stoodley, yes; Ames, yes. Motion carried.

Went into closed session at 5:30 pm.

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

Reconvened in open session at 6:10 pm.

Per item 1 - Motion by Fesenmaier to restart the recruitment process, second by Frame. Voice vote, approved, motion carried.

Per item 2 - Motion by Hoiland to approve the term extension for 3 months with the Town of Linn, second by Frame. Voice vote, approved, motion carried.

Adjournment

Motion by Ames to adjourn, second by Stoodley. Voice vote, approved, motion carried. Adjourned at 6:12 pm.

Lacey L. Reynolds
City Clerk



CITY OF LAKE GENEVA EVENT PERMIT APPLICATION
Please fill in all blanks completely, as incomplete applications will be rejected. Applications for Public Events must be submitted AT LEAST 45 DAYS prior to the proposed event date for consideration.

Section I- APPLICANT INFORMATION

Name of Applicant: Lakeland Community Church
Name of Event Organizer/Producer: Richard Holt
Production Company/Organization: Lakeland Community Church FEIN [REDACTED]
Street Address: W3181 State Road 67
City: Lake Geneva State: WI Zip code: 53147
E-mail Address: [REDACTED]
Daytime Phone: [REDACTED]
Are you a ☐ Business/Individual OR ☒ Non-Profit Organization 501(c) 3
EIN # (Tax Exempt Number): [REDACTED]
*All non-profits must present a copy of their current Tax ID- EIN#

Section II- EVENT INFORMATION- Select all that apply

☐ **Private Event/Shelter Reservation-** Use of City of Lake Geneva Park and or Park Shelter for private use or event not that is not open to the public. Examples: family reunion, birthday party, club meeting, team practice. *Local non-profits exempt from fees

- | | |
|--|-----------|
| ☐ Flat Iron Park Brunk Pavilion | \$250/day |
| ☐ Gazebo-Flat Iron Park | \$125/day |
| ☐ Seminary Park Shelter | \$75/day |
| ☐ Cobb Park Shelter | \$75/day |
| ☐ Park Use (no shelter) | \$75/day |

Location: _____

☐ **Street Use/Closure** \$75/day
Describe in Section III on page 3 of application

☒ **Public Event-**Event open to the public, including ticketed or open admission. Examples: festival, art/ware sale/market, concert, community activity, parade. *Non-profits exempt from fees

Application fee: ☐ \$100- submitted at least 60 days prior
☐ \$300- submitted at least 45 days but fewer than 60 days prior

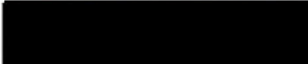
Select parks/facilities used during event, fees applied from list above:

Parks

- ☒ Flat Iron Park
☐ Seminary Park
☐ Cobb Park
☐ Library Park
☐ Other: _____

Shelters

- | | |
|--|---------------------------------|
| ☐ Brunk Pavilion | ☐ Gazebo |
| ☐ Seminary Park Shelter | |
| ☐ Cobb Park Shelter | |

1. Title of Event: Church in the Park
2. Date(s) of Event: July 6, 2025
3. Location(s) of Event: Flat Iron Park
4. Hours: 7:00 am - 12:00 pm
Note: Start Time & End Time
5. Event Chair/Contact Person: Richard Holt Phone: 
6. Day of Event Contact Name: Josh Stecker Phone: 
7. Is the event open to the public? ☒ Yes ☐ No
8. Will you charge an admission fee? ☐ Yes ☒ No
9. Estimated Attendance Number: 750
10. Basis for estimate: past events at Flat Iron Park
11. Will you be setting up a tent? ☐ Yes ☒ No

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

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

If yes, what type and how many: _____

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

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

Volunteer will collect all trash and
dispose of properly

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

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

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

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

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

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

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

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

Continue to next page...

Section III- STREET USE

☒ Check if this section does not apply

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

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

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

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

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

☐ Yes ☒ No

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

Dates of Use: _____

Total Number of Parking Stalls being Requested: _____

Parking Stall Number(s) and Location: _____

3. Description of Signage to be used during event: _____

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

4. Anticipated Services

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

☒ **Electricity;** Explain: for sound system at pavillion

☐ **Water;** Explain: _____

☐ **Traffic Control;** Explain: _____

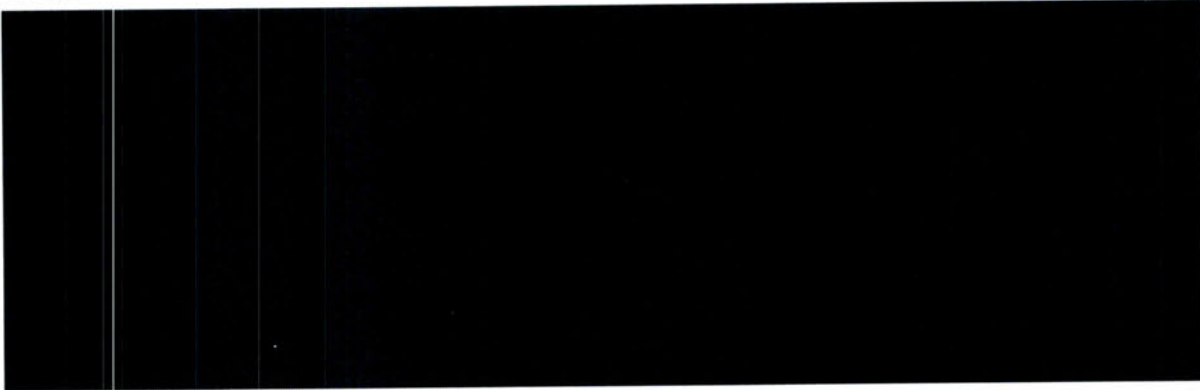
☐ **Police Services;** Explain: _____

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

☐ **Other;** Explain: _____

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

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



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

Applicant Signature:

Date:

11/14/24

For Office Use Only

Date Filed with Clerk: 11/14/24 Payment Amount: \$ N/A

Receipt #: N/A

City Clerk/Administrator Signature: [Signature] Date: 11/14/24

☒ Approve ☐ Denied Notes: verified w/applicant that amplified sound begins @ 9:00am

Police Chief Signature: [Signature] Date: 11/16/2024

☒ Approve ☐ Denied Notes: _____

Fire Chief Signature: [Signature] Date: 11/20/24

☒ Approve ☐ Denied Notes: _____

DPW Signature: [Signature] Date: 20 Nov. 2024

☒ Approve ☐ Denied Notes: _____

Note sound system use

Parking Signature: _____ Date: _____

☐ Approve ☐ Denied Notes: _____

Harbormaster Signature: _____ Date: _____

☐ Approve ☐ Denied Notes: _____

Parks & Rec Signature: _____ Date: _____

☐ Approve ☐ Denied Notes: _____

Public Events:

FLR Meeting Date: _____

Council Meeting Date: _____





CITY OF LAKE GENEVA EVENT PERMIT APPLICATION

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

Applications must be submitted

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

Section I- APPLICANT INFORMATION

Name of Applicant: Art in the Park

Name of Event Organizer/Producer: Geneva Lake Arts Foundation

Production Company/Organization: N/A FEIN #: _____

Street Address: 223 Broad Street

City: Lake Geneva State: WI Zip code: 53147

E-mail Address: _____

Daytime Phone: _____

Are you a ☐ For-Profit OR ☒ Non-Profit Organization 501(c) 3

EIN # (Tax Exempt Number): _____

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

Section II- EVENT INFORMATION- Check the proper category

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

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

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

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

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

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

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

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

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

1. Title of Event: Art in the Park
2. Date(s) of Event: Aug 8 (set-up), August 9th & 10th (show)
3. Location(s) of Event: Flat Iron Park
4. Hours: Friday set-up 8am-9pm, Saturday 6am - 5pm, Sunday 10am - 4pm (takedown fol
Note: Start Time & End Time

5. Event Chair/Contact Person: Jeff Russart Phone: [REDACTED]
6. Day of Event Contact Name: Jeff Russart Phone: [REDACTED]
7. Is the event open to the public? Yes ☒
8. Will you charge an admission fee? No
9. Estimated Attendance Number: 4000 each day
10. Basis for estimate: Prior years attendance
11. Will you be setting up a tent? Yes ☒

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

Same as prior years - approximately 95 tents will be set up after the locates are complete

12. Will there be any animals? No
If yes, what type and how many: _____

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

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

A large hopper is placed in the Visit Lake Geneva lot for refuse collection. Vendors and GLAF
volunteers do the cleanup.

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

Private security is contracted for evening hours on the 8th and 9th.

16. Will there be fireworks or pyrotechnics at your event? No
If yes, please attach a fireworks display permit or application.

17. Will your event include the sale of beer and/or wine? No
If yes, please attach a completed Temporary Alcohol License & Temporary Operator License Application.

18. Will you or any other vendors be selling food or merchandise? Yes ☒
If yes, please attach list of proposed vendors, including business name and type of food/merchandise sold.

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

Continue to next page...

Section III- STREET USE

☐ Check if this section does not apply

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

■ Certificate of Comprehensive General Liability Insurance with the City, its employees and agents as additional insured with coverage for contractual liability with minimum limits of \$500,000 per occurrence for bodily injury and property damage limits of \$250,000 per occurrence.

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

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

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

Same as prior year. Wrigley Drive blocked from Friday Morning until Sunday Evening. Center Street and LC Lot used for artist parking Saturday and Sunday.

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

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

Dates of Use: Aug 8th - 10th

Total Number of Parking Stalls being Requested: Aug 8th: 15 Stalls on Center street for setup. Aug 9th/10th: Center Street Parking Lot plus all stalls on Center Street

Parking Stall Number(s) and Location: Aug 9/10: Same as prior years - all stalls along Center Street from Wrigley Drive to Main St

3. Description of Signage to be used during event:

Street Banners, Sandwich Board signs to direct visitors to and from shuttle drops and the Flat Iron Park

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

4. Anticipated Services

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

■ Electricity; Explain: For food vendor hook-ups and music

☐ Water; Explain:

■ Traffic Control; Explain: Load in and load out assistance, barricades, etc

■ Police Services; Explain: General assistance

■ Fire/EMS Services; Explain: As needed

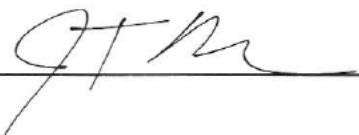
■ Other; Explain: Park marking, cones, barricades

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

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



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

Applicant Signature:  Date: 12/3/2024

For Office Use Only

Date Filed with Clerk: 12/2/24 Payment Amount: \$ N/A

Receipt #: N/A

City Clerk/Administrator Signature: [Signature] Date: 12/3/24

☒ Approve ☐ Denied Notes: _____

Police Chief Signature: [Signature] Date: 12/19/2024

☒ Approve ☐ Denied Notes: _____

Fire Chief Signature: [Signature] Date: 12/9/25

☒ Approve ☐ Denied Notes: _____

DPW Signature: [Signature] Date: 12/4/24

☒ Approve ☐ Denied Notes: _____

Parking Signature: [Signature] Date: 12.20.2024

☒ Approve ☐ Denied Notes: -\$8160 in donated parking 93 STALLS SAT+SUN
+ 9 STALLS ON FRI

Harbormaster Signature: [Signature] Date: 12.20.2024

☒ Approve ☐ Denied Notes: _____

Tier I & Tier II Events Only:

FLR Meeting Date: _____

Council Meeting Date: _____



CITY OF LAKE GENEVA EVENT PERMIT APPLICATION
Please fill in all blanks completely, as incomplete applications will be rejected. Applications for Public Events must be submitted AT LEAST 45 DAYS prior to the proposed event date for consideration.

Section I- APPLICANT INFORMATION

Name of Applicant: Tom Jordan
Name of Event Organizer/Producer: Tom Jordan
Production Company/Organization: J3 Events Inc FEIN #: [REDACTED]
Street Address: 2903 Sheffield Drive
City: New Lenox State: IL Zip code: 60451
E-mail Address: [REDACTED]
Daytime Phone: [REDACTED]
Are you a ☒ Business/Individual OR ☐ Non-Profit Organization 501(c) _____
EIN # (Tax Exempt Number): _____
*All non-profits must present a copy of their current Tax ID- EIN#

Section II- EVENT INFORMATION- Select all that apply

☐ **Private Event/Shelter Reservation-** Use of City of Lake Geneva Park and or Park Shelter for private use or event not that is not open to the public. Examples: family reunion, birthday party, club meeting, team practice. *Local non-profits exempt from fees

- | | | |
|--|-----------|-----------------|
| ☐ Flat Iron Park Brunk Pavilion | \$250/day | |
| ☐ Gazebo-Flat Iron Park | \$125/day | |
| ☐ Seminary Park Shelter | \$75/day | |
| ☐ Cobb Park Shelter | \$75/day | |
| ☐ Park Use (no shelter) | \$75/day | Location: _____ |

☒ **Street Use/Closure** \$75/day
Describe in Section III on page 3 of application

☒ **Public Event-**Event open to the public, including ticketed or open admission. Examples: festival, art/ware sale/market, concert, community activity, parade. *Non-profits exempt from fees

Application fee: \$100- submitted at least 60 days prior
#300- submitted at least 45 days but fewer than 60 days prior

Select parks/facilities used during event, fees applied from list above:

Parks

Flat Iron Park
Seminary Park
Cobb Park
Library Park
Other: _____

Shelters

Brunk Pavilion
Seminary Park Shelter
Cobb Park Shelter

Gazebo

Studio Wine Run 5K

1. Title of Event: _____
2. Date(s) of Event: Monday, May 26th, 2025
3. Location(s) of Event: Studio Winery 401 E Sheridan Springs Rd, Lake Geneva, WI
4. Hours: Event will start at 9:00 AM and be completed by 10:30 AM
Note: Start Time & End Time
5. Event Chair/Contact Person: Tom Jordan Phone: [REDACTED]
6. Day of Event Contact Name: Tom Jordan Phone: [REDACTED]
7. Is the event open to the public? ☐ Yes ☐ No
8. Will you charge an admission fee? ☒ Yes ☐ No
9. Estimated Attendance Number: 150
10. Basis for estimate: Event had 146 people last year
11. Will you be setting up a tent? ☐ Yes ☒ No

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

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

If yes, what type and how many: _____

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

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

Event volunteers and course marshals will walk the grounds at the completion of the event and pick up any trash.
The event is starting and finishing at the Studio Winery

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

Cones and course marshals used to ensure participant safety. Requesting presense of a
police officer & squad car Winery Entrance 8:45AM-11:00AM for assistance traffic control

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

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

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

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

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

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

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

Continue to next page...

Section III- STREET USE

☐ Check if this section does not apply

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

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

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

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

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

As last year the route uses Sheridan Springs Rd and the

bike trail along Edwards Blvd. Course can be seen at <https://www.mapmyrun.com/routes/view/2792811649>

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

☐ Yes ☒ No

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

Dates of Use: _____

Total Number of Parking Stalls being Requested: _____

Parking Stall Number(s) and Location: _____

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

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

4. Anticipated Services

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

☐ **Electricity;** Explain: _____

☐ **Water;** Explain: _____

☐ **Traffic Control;** Explain: _____

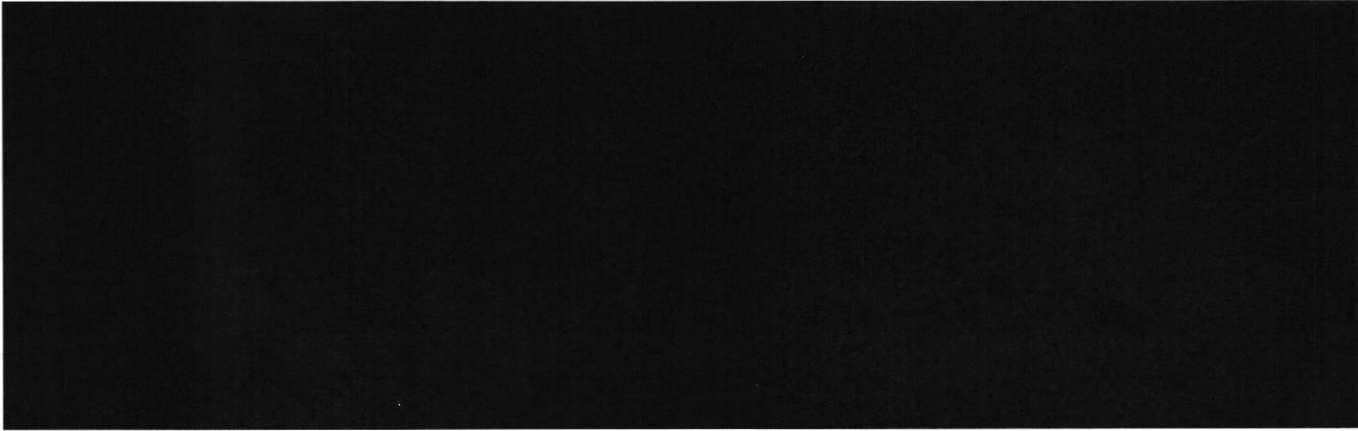
☐ **Police Services;** Explain: _____

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

☐ **Other;** Explain: _____

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

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



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

Applicant Signature: Thomas Jordan Date: 11/22/2024

For Office Use Only

Fees: Application \$100
Street Use x 1 day: \$175
\$175⁰⁰

Date Filed with Clerk: 11/22/24 Payment Amount: \$ 175⁰⁰

Receipt #:

City Clerk/Administrator Signature: [Signature] Date: _____

☒ Approve ☐ Denied Notes: _____

Police Chief Signature: [Signature] Date: 12/02/2024

☒ Approve ☐ Denied Notes: _____

Fire Chief Signature: [Signature] Date: 12/20/24

☒ Approve ☐ Denied Notes: _____

DPW Signature: [Signature] Date: 12/4/2024

☒ Approve ☐ Denied Notes: _____

Parking Signature: N/A Date: _____

☐ Approve ☐ Denied Notes: _____

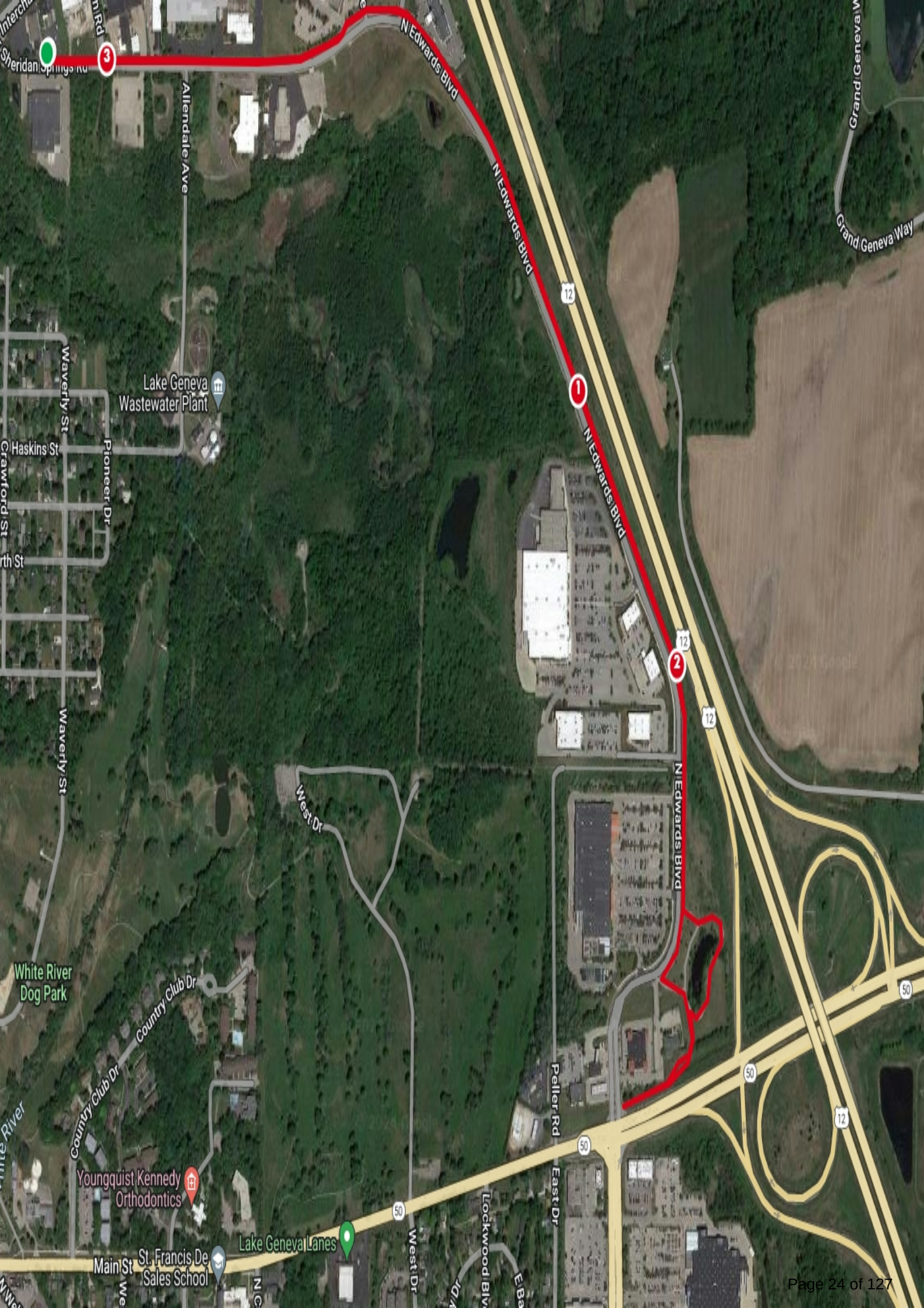
Harbormaster Signature: N/A Date: _____

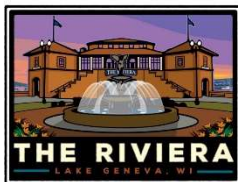
☐ Approve ☐ Denied Notes: _____

Tier I & Tier II Events Only:

FLR Meeting Date: _____

Council Meeting Date: _____





Complimentary Riviera Ballroom Event Request

Date of Event: Wednesday, January 29 - Sunday February, 2, 2025

Hours of Event: 6am - 5pm

Name of Event: Lake Geneva Winterfest

Person(s) Responsible: VISIT Lake Geneva - Brie Pacey

Address: 527 Center St Lake Geneva, WI 53147

Phone Number: Office - (262) 812-0023 | [REDACTED]

Email: brie@visitlakegeneva.com

Estimated number of guests attending : 65,000

Food to be served? Yes/No Yes

Liquor to be served? Yes / No (no cash bar) No

Value of Request (See The Riviera Ballroom website for rental rates) : \$1,000 (non-profit weekday event)

*Valid for no charge events that will be open to the public or part of a community enrichment special event. Special event permit to be applied for separately, if applicable.

Completed forms to be submitted to lakegenevariviera@gmail.com to begin the approval process.

Approval from Finance, Licensing & Regulations Committee, Date: _____

Approval from Common Council, Date: _____

RESOLUTION OF THE COMMON COUNCIL			
Resolution authorizing May 13, 2025, as World Migratory Bird Day in the City of Lake Geneva			
Committee:	N/A		
Fiscal Impact:	N/A		
File Number:	25-R01	Date:	January 13, 2025

Whereas, the vision for the City of Lake Geneva includes a commitment to a “high quality of life by carefully controlling land use and development and delivering high quality programs and services in a responsible manner” and

Whereas, the Mayor and the City Council members of the City of Lake Geneva recognize that the quality of life of our residents and the ability of our city to attract visitors are enriched by the presence of beautiful migratory birds and the sound of their songs, as they return to Lake Geneva in the spring, and recognizing the importance of our birds role in the ecology of our area, and

Whereas the City of Lake Geneva has actively sought to improve the ability of migratory birds to thrive, through erecting and monitoring multiple Purple Martin houses and caring for their growing colony throughout the breeding season, as well as partnering with the Geneva Lake Museum to educate and thrill our residents and visitors at the annual Swift Night Out, celebrating this unique roost for this vital insectivore, and

Whereas the City of Lake Geneva seeks to actively engage community members through partnerships with non-profit groups, businesses and schools, and

Whereas, the City of Lake Geneva Avian Committee is charged with creating a means to celebrate World Migratory Bird Day and the migratory birds that enrich our quality of life for our residents and visitors, and to equip the next generation to become the future guardians of our migratory birds.

Now Therefore be it Resolved, the Mayor and City Council of the City of Lake Geneva proclaim May 13, 2025, as World Migratory Bird Day in Lake Geneva and declare our support for this and all efforts to encourage all our residents to become advocates for the amazing migratory birds that enhance our lives and delight our residents and visitors.

Granted by action of the Common Council of the City of Lake Geneva this 13th day of January 2025.

Council Action: ☐ Adopted ☐ Failed **Vote** _____

Mayoral Action: ☐ Accept ☐ Veto

Todd Krause, Mayor

Date

Attest:

Lacey L. Reynolds, City Clerk

Date

MEMORANDUM TO THE CITY OF LAKE GENEVA

To: Piers and Harbor Committee
From: Bridget Barry
CC: Erick Nicia, Lacey Reynolds, Tom Earle, Neil Waswo, Naomi Rauch
Date: November 27, 2024
Re: Bid Approval and Recommendation for Geneva Lake Seawall Replacement

A total of two bids were received on Thursday, November 21st, 2024, for the **Geneva Lake Seawall Replacement Project**. The bids were reviewed, and the final bid tab results are as follows:

Item	Bidder #1 CK Contractors Union Grove, WI 53182	Bidder #2 Radtke Contractors Inc. Winneconne, WI 54986
Base Bid	\$91,800.00	\$217,060.83
Alt Bid 1 – Reinforced Poured Concrete Wall	\$39,228.20	\$47,000.00
Alt Bid 2 – Modular Block Concrete Wall	\$103,675.00	\$47,500.00
Add Bid 1 – Rock Façade for Alt Bid 1	\$98,750.00	\$7,000.00

Per the Contract, the award of the **Geneva Lake Seawall Replacement Project** shall go to the lowest responsible bidder based on the lowest bid of the work that the City chooses to complete. The table below outlines the options for the seawall the City may select. The bidder with the lowest combined total for the selected work would win the bid.

Work Option	Items Included in Work Option	Bidder #1 CK Contractors Union Grove, WI 53182	Bidder #2 Radtke Contractors Inc. Winneconne, WI 54986
Poured Concrete Wall	Base Bid + Alt Bid 1	\$131,028.20	\$264,060.83
Poured Concrete Wall with Façade	Base Bid + Alt Bid 1 + Add Bid 1	\$229,778.20	\$271,060.83
Modular Block Concrete Wall	Base Bid + Alt Bid 2	\$195,475.00	\$264,560.83

Based on the review of the bids, the review of the bidder's qualification statement and previous experience, it is my recommendation to award the **Geneva Lake Seawall Replacement Project** contract to **CK Contractors**. Regardless of the option chosen, they are the lowest responsible bidder. A bid bond of 5% of the contract price, and qualification statement were submitted and complete with each bid. The project General Bid Tab is attached for your review.



Geneva Lake Seawall Replacement - General Bid

City of Lake Geneva, Walworth County, Wisconsin - Bid Opening 11/21/2024 at 11:00 am

				CK Contractors		Radtke Contractors Inc.	
Item No.	Item Description	Unit	Estimated Qty.	Bid Unit Price	Price	Bid Unit Price	Price
BASE BID							
205.0100	Excavation Common	CY	80	\$165.00	\$13,200.00	\$300.00	\$24,000.00
512.1000	Temporary Sheet Piling and Dewatering	LS	1	\$28,975.00	\$28,975.00	\$120,000.00	\$120,000.00
612.0104	Pipe Underdrain 4-Inch	LF	52	\$70.00	\$3,640.00	\$13.00	\$676.00
616.0600.S	Temporary Fence (Chain-Link)	LF	350	\$20.00	\$7,000.00	\$10.00	\$3,500.00
628.7504	Temporary Ditch Checks	LF	45	\$21.50	\$967.50	\$15.00	\$675.00
SPV.0060.05	Nyloplast Drain Basin and Inline Drain	EACH	1	\$1,460.00	\$1,460.00	\$4,250.00	\$4,250.00
SPV.0105.01	Lagoon Seawall Removal	LS	1	\$32,360.00	\$32,360.00	\$61,889.83	\$61,889.83
SPV.0180.01	Restore Disturbed Areas	SY	115	\$36.50	\$4,197.50	\$18.00	\$2,070.00
BASE BID SUBTOTAL				\$91,800.00		\$217,060.83	
ADDITIONAL BID 1							
SPV.0105.02	Reinforced Poured Concrete Lagoon Seawall	LS	1	\$39,228.20	\$39,228.20	\$47,000.00	\$47,000.00
ADDITIONAL BID 1 SUBTOTAL				\$39,228.20		\$47,000.00	
ADDITIONAL BID 2							
SPV.0105.03	Modular Block Concrete Lagoon Seawall	LS	1	\$103,675.00	\$103,675.00	\$47,500.00	\$47,500.00
ADDITIONAL BID 2 SUBTOTAL				\$103,675.00		\$47,500.00	
ALTERNATIVE BID 1							
SPV.0165.01	Decorative Facade for Seawall	SF	250	\$395.00	\$98,750.00	\$28.00	\$7,000.00
ALTERNATIVE BID 1 SUBTOTAL				\$98,750.00		\$7,000.00	
SUBTOTAL				\$333,453.20		\$318,560.83	
Reinforced Poured Concrete Lagoon Seawall				\$131,028.20		\$264,060.83	
Reinforced Poured Concrete Lagoon Seawall with Decorative Facade for Seawall				\$229,778.20		\$271,060.83	
Modular Block Concrete Lagoon Seawall				\$195,475.00		\$264,560.83	



REQUEST FOR PROPOSAL

2025 – 2027 CITY OF LAKE GENEVA

PIERS & BUOYS SERVICE

Notice to Gage Marine

The City of Lake Geneva is soliciting a proposal from Gage Marine for the annual installation, removal, and maintenance of the City's piers and buoys. The City of Lake Geneva is the riparian owner of certain lake shoreline properties within its City limits. The City offers piers, slips, and buoys to its citizens and residents. To ensure proper care, maintenance, and general upkeep—including the annual installation and removal of these facilities—the City is seeking a proposal for these services. We kindly request that your proposal be returned by Tuesday, November 12th, 2024, at 10:00 a.m. For additional information, please contact the Harbormaster, Erick Nicia, at harbormaster@cityoflakegeneva.gov or (262)249-4086.

The City of Lake Geneva is exempt from Federal Excise Tax and State Sales Tax; therefore, the proposal should be submitted exclusive of these taxes. A Tax Exemption Certificate and/or Tax Exemption Registry Number will be provided upon accepted proposal.

Scope of Services

This contract for services is intended to cover the annual installation, removal and maintenance (excluding painting) of the following City-owned lakefront piers, slips and buoys: the Fishing Pier, West Pier with 50 boat slips, 56 buoys adjacent to the Library Park shoreline, four (4) buoys located at the Riviera, four (4) "in and out" buoys at the launch ramp, six (6) swim area buoys, six (6) slow-no wake buoys extending from Riviera Pier to West Pier, two (2) Swim Piers, swimming area floats (excluding the shallow water markers for the swim area), the Launch Pier, and six (6) dinghy ramps.

This proposal is intended to be all inclusive, with no portions attributable to third parties.

Specific Services Required

- **Fishing Pier** – Gage Marine shall install and remove the pier and replace all rotted materials. When removed, the pier shall be placed on the beach at the west end of Library Park. The City will pay for all (previously approved) materials. The pier shall be installed by the 20th day of open water after the spring thaw and should be removed after October 15th of each year.
- **West End Pier** – Gage Marine shall install and remove the pier and replace all rotted materials. When removed, the pier shall be placed on the beach at the west end of Library Park. The City shall pay for all (previously approved) materials. The pier shall be installed by the 20th day of open water after the spring thaw and should be removed after October 15th of each year.
- **Dinghy Ramps** – Gage Marine shall remove and reset the dinghy ramps (6 total) every year.
- **Buoys** – Gage Marine shall install and remove the 78 City-owned buoys and store them on City property. Installation should be completed by the 20th day of open water after the spring thaw. Gage Marine is responsible for checking the chains and anchors and replacing them whenever necessary throughout the term of the service contract. Replacement of chain, buoy and anchor will be on a time and material basis and will require written approval.

- **Swim Piers** – Gage Marine shall install and remove the two swim piers and replace rotted materials. The City will pay for all (previously approved) materials. The work shall be completed at least three days prior to Memorial Day. Removal of the piers shall occur after Labor Day and no later than October 15th.
- **Designated Swim Area Floats** – Gage Marine shall install and remove the Designated Swim Area Floats. Installation work shall be completed at least three days prior to Memorial Day. Removal of the floats shall occur after September 15th and no later than October 15th. The floats will be stored on City property. (Does not include white shallow water markers for swim area).
- Replacement of any pier components on any of the piers or buoys for any reason will be done on a time and material basis and will require written quote approval before commencement of work.

Contract Term

The term of the Service Contract for the services outlined in this agreement will be three years, commencing on January 1, 2025, or on the date the contract is signed, whichever is later, and concluding on December 31, 2027.

Contractual Relationship

Gage Marine agrees that any services rendered on behalf of the City of Lake Geneva shall be as an independent contractor. Gage Marine and its employees shall not be considered agents of employees of the City of Lake Geneva. No employees of Gage Marine shall be entitled to any benefits, compensation, unemployment compensation, disability compensation or compensation of any kind whatsoever, except as provided by Gage Marine.

Insurance and Hold Harmless

Gage Marine shall provide its own insurance for liability, \$1,000,000 and \$1,000,000 personal injury and deliver to the City evidence of such coverage during the term of the Service Contract.

Gage Marine shall indemnify and hold the City harmless for any damage caused by its employees' negligent or intentional acts and whether those acts cause property damage or personal injury.

Gage Marine shall provide workers' compensation insurance for all employees or otherwise meet the statutory requirements for a self-insured employer. Contractor shall deliver to the City evidence of such covering during the Service Contract.

Gage Marine agrees to abide by all statutory and administrative rules promulgated by the State of Wisconsin or its subdivision in carrying out the services of the Service Contract, including but not limited to the Wisconsin Department of Natural Resources. Failure to abide by any such rules will be deemed a serious breach of the contract and the City may declare the contract void upon such violation.

Method of Payment

For installation / removal; one-half of the annual payment shall be made by the 15th day after receipt of invoice for completion of Spring Installations and the balance shall be due by the 15th day after receipt of invoice for completion of Fall removals. For maintenance services, payment shall be made thirty days (30 days) after receipt of invoice(s) for completion of maintenance work.



2025 – 2027 CITY OF LAKE GENEVA

PIERS & BUOYS SERVICE

Compensation for Services

Contractor Name: **Gage Marine**

The Contractor agrees to provide all labor, tools and equipment needed on an annual basis for the work described herein at a cost of:

I. Spring installation and Fall removal of all specified ramps and buoys

2025 \$ **\$47,602.72**

2026 \$ **\$49,506.83**

2027 \$ **\$51,487.10**

II. Maintenance cost per item with repair parts as follows (as needed):

WEST PIER			2025	2026	2027
HORSES	4 Horses	83' Wide 96" Deep	\$4,913.52	\$5,110.06	\$5,314.45
	2 Horses	42' Wide 84" Deep	\$1,986.74	\$2,066.21	\$2,148.86
	2 Horses	42' Wide 96" Deep	\$2,353.28	\$2,447.41	\$2,545.31
	5 Horses	107' Wide 96" Deep	\$6,332.50	\$6,585.80	\$6,849.23
	1 Horse	107' Wide 84" Deep	\$1,255.67	\$1,305.90	\$1,358.13
STRINGERS	3	6 x 6 x 26'	\$4,013.46	\$4,174.00	\$4,340.96
	2	6 x 6 x 16'	\$1,196.12	\$1,243.96	\$1,293.72
	1	6 x 6 x 14'	\$557.56	\$579.59	\$602.78
	1	6 x 6 x 12'	\$516.30	\$536.95	\$558.43
DECKING	13 Pallets 12 Boards	2 x 6 x 23"	\$3,245.97	\$3,375.81	\$3,510.43
	31 Pallets 4 Boards	2 x 6 x 88"	\$8,300.25	\$8,632.26	\$8,967.55
	3 Pallets 5 Boards	2 x 6 x 64"	\$753.57	\$783.71	\$815.06

FISHING PIER			2025	2026	2027
DECKING	3 Pallets 3 Boards	2 x 6 x 112"	\$803.25	\$835.38	\$868.79
	2 Pallets 4 Boards	2 x 6 x 88"	\$535.50	\$556.92	\$579.20
MISCELLANEOUS	1 Fishing Stand (Rod Holder)		\$400.97	\$417.01	\$433.69
LAUNCH PIER			2025	2026	2027
DECKING	1 Pallets 5 Boards	2 x 6 x 64"	\$253.75	\$263.90	\$274.46
EAST SWIM PIER			2025	2026	2027
STRINGERS	1	4 x 6 x 12" With 2 x2	\$341.56	\$355.22	\$369.43
	1	4 x 6 x 10' With 2 x 2	\$317.41	\$330.11	\$343.31
DECKING	2 Pallets 3 Boards	2 x 10 x 8'	\$616.58	\$641.24	\$666.89
MISCELLANEOUS	2 --- 12' Ladders		\$951.04	\$989.01	\$1,028.64
	48'	2 x 4 Capping	\$304.69	\$316.88	\$329.55
	30'	2 x 2	\$86.99	\$90.38	\$93.99
WEST SWIM PIER			2025	2026	2027
HORSE	1 Horse	107 ½" Wide 96" Deep	\$1,266.50	\$1,317.16	\$1,369.85
STRINGERS	1	4 x 6 x 14' With 2 x 2	\$390.13	\$405.73	\$421.96
	1	4 x 6 x 20' With 2 x 2	\$431.16	\$448.41	\$446.34
DECKING	10 Pallets 3 Boards	2 x 10 x 8 '	\$3,082.92	\$3,206.24	\$3,334.49
MISCELLANEOUS	48' --- 2 x 4 Capping		\$304.69	\$316.88	\$329.55
ALL ITEMS TOTAL MAINTENANCE COST			2025	2026	2027
			\$45,512.08	\$47,332.13	\$49,195.05

Additional maintenance work for 2025, 2026 and 2027 to replace any pier components on any of the piers for any reason will be done on a time and material basis as per the labor cost bid and will require written approval by the Director of Public Works before commencement of work.

I hereby certify that all statements herein are made on behalf of

Gage Marine (Name of Corporation, partnership or person submitting proposal)
and that I have examined and carefully prepared this proposal from the specifications and that I
have full authority to make such statements and submit this proposal.

Name Michael Lawler Signature 

Title Pier service
Business Manager Email Michael.lawler@gagemarine.com

Phone 319-830-2607

Name _____ Signature _____

Title _____ Email _____

Phone _____

IN WITNESS WHEREOF, the said Contractor has caused these presents to be signed by

_____ its president or authorized officer, and countersigned by

_____ its Secretary, and the City of Lake Geneva has caused
these present to be executive in its behalf by the Mayor and City Clerk of the City of Lake Geneva, the
day and year first written.

Dated: _____

Mayor of the City of Lake Geneva: _____

City Clerk _____

Resolution 25-R02

The Common Council of the City of Lake Geneva does hereby establish the following revised schedule of fees, effective January 14, 2025.



SCHEDULE OF FEES

CITY OF LAKE GENEVA, WISCONSIN

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

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

EVENT PERMITS & SHELTER RESERVATIONS (PER POLICY)	
PRIVATE EVENTS	Local Non-Profit Organizations: No Charges for Private Events
PARK USE	\$75 per day
SHELTER RESERVATIONS	
BRUNK PAVILION	\$250 per day
FLAT IRON PARK GAZEBO	\$125 per day
SEMINARY PARK SHELTER	\$75 per day
COBB PARK SHELTER	\$75 per day
STREET USE/CLOSURE	\$75 per day
PARKING RESERVATION WITH PRIVATE EVENTS	\$10 admin fee + daily rate per stall
PUBLIC EVENTS	Non-Profit Organizations: No Charge for Public Events
APPLICATION FEE-IF SUBMITTED AT LEAST 60 DAYS PRIOR TO EVENT	\$100
APPLICATION FEE-IF SUBMITTED AT LEAST 45 DAYS BUT FEWER THAN 60 DAYS PRIOR TO EVENT	\$300
PARK/SHELTER/STREET USE	Cost per day as shown above in Private Events section
PARKING RESERVATION WITH PUBLIC EVENT	\$10 admin fee + daily rate per stall
MESSAGE ESTABLISHMENT	
Investigation	\$50.00 Annual
Transfer	\$50.00
MOBILE HOME PARK LICENSE	\$100.00 Annual
BASEBALL TOURNAMENT PERMIT FEE - VETERAN'S PARK	\$1,000 Security Deposit
Friday Rental	\$150.00
Saturday Rental	\$300.00
Sunday Rental	\$300.00
PARKING STICKERS	
Resident & Non-Resident Residence Owners - Lasts 2 years (even) - 3 hours free parking	4 free per residence each additional \$25.00

Business Owner - 3 hours free parking	\$50.00 Lasts 2 years (even year) \$25.00 for 1 year
Walworth County Resident - 3 hours free parking	\$160.00 Lasts 2 years (even year) \$80.00 for 1 year
Walworth County Resident- Senior Citizen (65 & Older) - 3 hours free parking	\$130.00 Lasts 2 years (even year) \$65.00 for 1 year
Parking Lot Permit	\$400.00 Annual
PARKING RATES	
All Parking Stalls Rate (Monday thru Thursday)	\$2.00 per hour
All Parking Stalls Rate (Friday thru Sunday)	\$4.00 per hour
Reserved Parking Stalls/Contractor Permits	\$10.00 administrative fee Feb 1 - Nov 14: \$20.00 daily per stall Nov 15 - Jan 31: \$10.00 daily per stall
PARKING TICKETS	
Expired Stall (Over 3 hours; Over 5 hours; Over 25 min.)	\$30.00
More than 3 motorcycles	\$30.00
Improper Use or Display of Sticker	\$30.00
Backed into parking stall	\$30.00
Compact Car Only	\$30.00
No Parking Zone	\$30.00
Over the Line	\$30.00
Parking by fire hydrant	\$30.00
Handicap Zone	\$150.00
Parking with Trailer or Trailer alone in Sage Lot D	\$30.00
Parking any Vehicle without a Trailer or with an occupied Trailer in Boat Launch Parking Lot F	\$30.00
LATE FEES	
Expired Stall After 10 days	\$60.00
More than 3 motorcycles After 10 days	\$60.00
Backed into parking stall After 10 days	\$60.00
Compact Car Only After 10 days	\$60.00
No Parking Zone After 10 days	\$60.00
Parking by fire hydrant	\$80.00
Handicap Zone	\$300.00
Second Collection Letter Fee	\$6.00
Vehicle Suspension Release Fee	\$20.00
PUBLIC RECORDS REQUESTS * STATUTORY	
Photocopies (can include hourly wage for gathering data)	\$0.25 per page
Large Plan Set Printing (Larger than 11"X17")	\$1.75 per page
RADON TEST KIT	\$10.00
REISSUE CHECK FEE	\$25.00
RETURNED CHECK FEE (NSF)	\$30.00 each
ROOM TAX LICENSE	\$10.00 Annual
SHOWS, CIRCUS, CARNIVALS	
Circus	\$50.00 per day
Tent Show - Day 1	\$15.00

Tent Show - Each Additional Day	\$10.00
All Other	\$2.00 per day
SIDEWALK CAFÉ PERMIT	\$15.00 per seat Annual
STREET USE PERMIT	\$25.00 nonrefundable application fee
Up to two days	\$40.00
More than two days	\$100.00
TAX EXEMPT REPORT FILING (every other year)	\$20.00
Late Fee	\$20.00
TAXI CAB COMPANY LICENSE	\$50.00 Annual
Each Additional Car	\$25.00
TAXI CAB DRIVER LICENSE	\$25.00 Annual
THEATER LICENSE	
Up to 1,200 seats	\$200.00
Over 1,200 seats	\$275.00
TOURIST ROOMING/SHORT-TERM RENTAL LICENSE	\$400.00 Annual
TRAPPING PERMIT	\$25.00 Annual
CITY HALL MEETING ROOM RENT	\$25 per event

LAKEFRONT		
BEACH (Open Memorial Day thru Labor Day - no glass containers allowed)		
Children age 6 and under		Free
Ages 7 and up		\$10.00 per day
Resident Beach Tags (Maximum 6 per Household)		\$3.00 per tag
Seasonal Pass Ages 7 and up		\$100.00 per year
Beach Bathrooms - Opening/Cleaning		Hourly Rate
BOAT LAUNCH PERMIT		
One-Time Launch	Resident	Non-Resident
Non-Trailer Non-Motor	\$7.00	\$8.00
Less than 20 feet	\$10.00	\$11.00
20 feet to 25 feet 11 inches	\$14.00	\$21.00
26 feet and over	\$16.00	\$24.00
Season Launch Permit	Resident	Non-Resident
Non-Trailer Non-Motor	\$70.00	\$80.00
Less than 20 feet	\$100.00	\$110.00
20 feet to 25 feet 11 inches	\$140.00	\$210.00
26 feet and over	\$160.00	\$240.00
COMMERCIAL BOAT LAUNCH PERMIT	\$1,000 per year (unlimited launches)	

KAYAK LAUNCH FEE	\$5.00
ANNUAL WEST END PIER SLIP, LAGOON SLIP, BUOY, DINGHY, KAYAK AND PADDLEBOARD RACK LEASE PERMITS	<i>Rates may change on an annual basis by the Common Council</i>
WEST-END PIER 24' SLIP	
Resident	\$2,240.00 \$2,134.00
Non- Resident Property Owner- Dwelling	\$3,521.00 \$3,354.00
Non-Resident Property Owner- Lot or Rental	\$4,108.00 \$3,913.00
Non-Resident	\$4,693.00 \$4470.00
WEST-END PIER 26' SLIP	
Resident	\$2,614.00 \$2,490.00
Non- Resident Property Owner- Dwelling	\$3,991.00 \$3801.00
Non-Resident Property Owner- Lot or Rental	\$4,538.00 \$4,322.00
Non-Resident	\$5,085.00 \$4,843.00
BUOYS	
RESIDENT	\$966.00 \$920.00
NON-RESIDENT PROPERTY OWNER-DWELLING	\$1,684.00 \$1604.00
NON-RESIDENT PROPERTY OWNER-LOT OR RENTAL	\$2,016.00 \$1920.00
NON-RESIDENT	\$2,347.00 \$2236.00
LAGOON SLIP	
Resident	\$2,500.00 \$920.00
Non- Resident Property Owner- Dwelling	\$3,263.00 \$1,604.00
Non-Resident Property Owner- Lot or Rental	\$3,615.00 \$1,920.00
Non-Resident	\$3,900.00 \$2,236.00
LAGOON PERSONAL WATER CRAFT SLIP	\$2,000.00 \$1,296.00
DINGHY RAMP	
Resident	\$166.00 \$159.00
Non- Resident Property Owner- Dwelling	\$253.00 \$241.00
Non- Resident Property Owner- Lot or Rental	\$300.00 \$286.00
Non-Resident	\$348.00 \$332.00
KAYAK, & PADDLEBOARD RACKS (7 MONTH RENTAL)	
Resident	\$179.00 \$171.00
Non- Resident Property Owner- Dwelling	\$274.00 \$261.00
Non- Resident Property Owner- Lot or Rental	\$324.00 \$309.00
Non-Resident	\$376.00 \$359.00
RIVIERA SLIPS	\$6,542.00 \$6,231.00
RIVIERA BUOYS	\$2,999.00 \$2,857.00
Riviera Slip Extension	\$300.00
Season Launch Pass for Kayaks, Canoes and Paddleboards (non-trailer, non-motor)	\$30.00 per year
RIVIERA LOWER LEVEL CONCOURSE LEASE RATE	\$43.50/Sq Foot
RIVIERA RENTAL RATES (PEAK SEASON- MAY 1- NOVEMBER 30; OFF- PEAK SEASON- DECEMBER 1- APRIL 30) <i>Maximum attendees is 380</i>	Rates below effective January 1, 2023
SOCIAL EVENTS (WEDDINGS, ANNIVERSARIES , ETC)	PEAK SEASON RATES
Resident Friday	\$2,850.00
Resident Saturday	\$3,275.00
Resident Sunday	\$2,750.00
Resident Mon-Thurs	\$1,425.00
Non-Resident Friday	\$5,800.00

Non-Resident Saturday	\$6,750.00
Non-Resident Sunday	\$5,500.00
Non-Resident Mon-Thurs	\$2,400.00
Holiday Surcharge	\$300.00
SOCIAL EVENTS (WEDDINGS , ANNIVERSARIES , ETC)	OFF-PEAK SEASON RATES
Resident Friday	\$2,375.00
Resident Saturday	\$2,850.00
Resident Sunday	\$1,950.00
Resident Mon-Thurs	\$1,425.00
Non-Resident Friday	\$4,750.00
Non-Resident Saturday	\$5,800.00
Non-Resident Sunday	\$3,800.00
Non-Resident Mon-Thurs	\$2,100.00
Holiday Surcharge	\$300.00
RIVIERA RENTAL RATES (PEAK SEASON- MAY 1- NOVEMBER 30; OFF- PEAK SEASON- DECEMBER 1- APRIL 30) <i>Maximum attendees is 380</i>	
Rates below effective January 1, 2024	
SOCIAL EVENTS (WEDDINGS , ANNIVERSARIES , ETC)	PEAK SEASON RATES
Resident Friday	\$3,500.00
Resident Saturday	\$7,750.00
Resident Sunday	\$2,750.00
Resident Mon-Thurs	\$1,425.00
Non-Resident Friday	\$6,000.00
Non-Resident Saturday	\$7,750.00
Non-Resident Sunday	\$5,500.00
Non-Resident Mon-Thurs	\$2,400.00
Holiday Surcharge	\$300.00
SOCIAL EVENTS (WEDDINGS , ANNIVERSARIES , ETC)	OFF-PEAK SEASON RATES
Resident Friday	\$2,375.00
Resident Saturday	\$2,850.00
Resident Sunday	\$1,950.00
Resident Mon-Thurs	\$1,425.00
Non-Resident Friday	\$4,750.00
Non-Resident Saturday	\$5,800.00
Non-Resident Sunday	\$3,800.00
Non-Resident Mon-Thurs	\$2,100.00
Holiday Surcharge	\$300.00
PARKING LOT RESERVATION - LOT B CENTER ST (ONLY AVAILABLE WITH RIVIERA BALLROOM RENTAL)	\$1,300.00/per day
BUILDING & ZONING	
Building	
Minimum permit fee for all building permits	Residential \$65.00 Commercial \$100.00
Residential Construction:	
One & Two family & attached garage (new, addition and alterations)	\$0..33 / sq. ft. New Single Family Construction \$1,000.00 Minimum
Accessory buildings & garages	\$0.25 / sq. ft.

Decks	\$0.15 / sq. ft., or \$65.00 Minimum
Roofing and Siding	\$65.00
Commercial Construction:	
Residences - Apartments, Three family & over, Row Housing, Multiple Family Dwellings, Institutional (new, addition and alterations)	\$0.33 / sq. ft. New Commercial Construction \$1,500.00 Minimum
Local Business, Office Building (new, addition or alteration)	\$0.30/ sq. ft.
Manufacturing or Industrial (new, addition or alteration)	\$0.30 / sq. ft.
Commercial , structures, alterations, residing, reroofing, repairs, where square footage cannot be calculated	\$10.00 / \$1,000.00 valuation
Plan Examination:	
One and Two Family Residence	\$150.00
Apartments, Three Family Residence, Row Housing, Multiple family Building State Approved Plans	\$180.00 plus \$10.00 /unit
Commercial, Industrial, Institutional & Additions State Approved Plans	\$350.00
Without state approved plans	\$150.00
Heating Plans, Energy Calculations, or Lighting Plans submitted separately	\$125.00/ Plan
Additions, Alterations to 1 & 2 Family Dwellings	\$75.00
Accessory building over 240 sq. ft., and decks for 1 & 2 family dwellings	\$40.00
Wisconsin Uniform Building Permit Seal	\$45.00
Occupancy Permit (including commercial tenant change)	\$65.00/Residential \$100.00/Commercial & Industrial
Temporary (6 months or less Commercial only)	\$75.00
Permit Renewal (6 month extension or less)	\$200.00 Commercial \$65.00 Residential
Heating and Air Conditioning:	
Heating and Air Conditioning Distribution Systems	\$4.00/ 100 sq. ft. of conditioned area with a minimum fee of \$65.00
New Residential Heating	\$125.00 first unit, \$65.00 each additional unit.
Replacement Residential Heating	\$65.00 / unit
Commercial New or Replacement Heating	\$150.00/ unit, up to and including 150,000 BTU units. Additional fee of \$20.00 / each 50,000 BTU fraction thereof up to a maximum of \$900.00 / unit.
Residential Air Conditioning - Other than Wall Units (new or replacement)	\$65.00 / unit
Commercial Air Conditioning - Other than Wall Units (new or replacement)	\$150.00/ unit up to 5tons or 60,000 BTU's. Additional fee of \$20.00 each ton or 12,000 BTU's or fraction thereof up to a maximum of \$900.00 / unit

Permanently installed Wall unit (example - Fireplace, wall pack)	\$65.00 / unit
Commercial/Industrial Exhaust Hoods and Exhaust Systems	\$75.00
Plumbing Permit:	
Fixture Count	\$17.00/ fixture, drain or device, \$65.00 Minimum
Water Main	\$1.00 / lineal foot of sewer or private water main, \$65.00 Minimum
Sanitary Sewer	\$1.00 / lineal foot of sewer or private water main, / \$9.00 per manhole \$65.00 Minimum
Storm Sewer	\$1.00 / lineal foot of sewer or private water main / \$12.00 per manhole or basin \$65.00 Minimum
Exterior Grease Trap	\$100.00
Electrical:	
Residential Minimum	\$65.00 minimum.
New Residential Service	\$100.00/ Service First 200 Amps, \$25.00 each additional 100 Amps.
Residential Service Update	\$100.00/ Service
Residential Sub-Panel	\$65.00/ Panel
Residential Generator	\$75.00 (includes gas piping)
Temporary Electrical Service	\$100.00 up to 200 Amps. \$25.00 each additional 100 Amps.
Commercial Electrical Minimum	\$150.00 Minimum
Commercial Electrical Re-Inspections	\$150.00/ Inspection
Commercial Service (New or Update)	\$150.00 First 200 Amps, \$25.00 each additional 100 Amps.
Commercial Sub-Panel	\$50.00 First 100 Amps, \$10.00 each additional 100 Amps.
Commercial Generator	\$150.00 (included gas piping)
Commercial Low Voltage	\$1.00/ Device, \$100.00 Minimum
Commercial Exterior Light Fixture Replacement	\$100.00 per site
Residential Electrical Permit - for minor installations with fees not exceeding \$5.00, the permit fee may be waived by the inspector.	\$0.12 / sq. ft. of area served, \$65.00 minimum.
Commercial Electrical Permit - for minor installations with fees not exceeding \$5.00, the permit fee may be waived by the inspector.	\$0.12 / sq. ft. of area served, \$150.00 minimum.
Erosion control fees:	
New One and Two Family Buildings	\$125.00 / lot
One and Two Family Additions and Accessory Structures	\$65.00
Multi-Family Residential, Commercial, Industrial and Institutional	\$180.00/Building, plus \$5.00/1,000 sq. ft. disturbed lot area up to \$2,000.00 max.

Zoning	
Zoning Permit	\$65.00
Temporary Use (per Section 98-906)	\$65.00
Zoning Verification Letter	\$65.00
Sign Permit (per Section 98-907)	\$65.00 minimum or \$0.35/ sq ft of sign area
Early Start Permit to start construction	\$125.00 (1-2 family) \$250.00 (all others)
Fuel Tanks	\$75.00 administrative fee/ tank for installation or removal
Wrecking or Razing- Building Inspector may waive the fee if the structure is condemned	\$100.00 (One or two family residences and accessory Structure over 250 sq ft)
Commercial/ Industrial Razing	\$350.00
Moving buildings over public right-of-ways	\$250.00 plus \$0.03/ sq ft
Special Inspections and Reports	\$150.00/ inspection report
Text Amendment (per Section 98-902)	\$400.00
Zoning Map Amendment (per Section 98-903)	\$400.00
Certified Survey Map (CSM)	For each new Residential Lot Created: \$400.00 For each new Commercial Lot Created: \$200.00
Extra Territorial Zoning (CSM)	\$150.00
Plat Renewal	\$150.00
Conditional Use (per Section 98-905)	\$400.00 \$100.00
Site Plan (per Section 98-908)	\$400.00
Variance (per Section 98-910)	\$400.00
Interpretation (per Section 98-911)	\$150.00
Appeal (per Section 98-912)	\$400.00
PD Zoning Map Amendment (Includes 1 PIP Review)	\$750.00
PIP Review	\$400.00
Filing or Recording fee with City Clerk, plus actual recording fee	\$10.00
Triple Fees: Upon failure to obtain a permit before work on a building has been started, except in emergency cases, the total fee shall be triple the total fees charged.	
NOTE: Fees shall be charged on gross square footage defined as follows: The exterior dimensions, including attached garage and each floor level	
NOTE: In determining costs, all construction shall be included with the exception of heating, air conditioning, electrical or plumbing work.	
NOTE: All fee amounts shall be rounded up to the next full dollar amount.	

NOTE: An additional fee for plan review may be assessed at the time of application for renewal of the permit.	
* Base fee may be modified by Subsection (4) of Section 98-935, Fees of the Zoning Code	

CEMETERY FEES	
Opening Grave - Weekdays (Full Burial)	\$675.00
Opening Grave - Saturdays (Full Burial)	\$800.00
Opening Grave - Weekdays (Cremation)	\$450.00
Opening Grave - Saturdays (Cremation)	\$525.00
Two cremations buried in same grave at one time	\$100.00 extra charge
Opening Grave - Weekdays - Baby Under 1 Year	\$200.00
Opening Grave - Saturdays - Baby Under 1 Year	\$300.00
Grave (50% Perpetual Care)	\$650.00
Grave - Single Cremation (50% Perpetual Care)	\$400.00
Grave - Double Cremation (50% Perpetual Care)	\$500.00
Columbarium Niche (includes opening & inurnment) (\$200 Perpetual Care)	\$1,200.00 \$1,000.00 bottom row
2 nd Inurnment if Niche allows for two	\$150.00 additional
Niche Door Inscriptions	\$240.00
Frost Charges (November 1 to March 15)	\$75.00
Stake Out Fee for Foundations	\$50.00
Foundation Charges	\$0.40 per square inch
Use of Cemetery for Functions	20% of Gross Receipts
POLICE DEPARTMENT FEES	
FINGERPRINTING	
City Residents	\$15.00
Individuals employed in business in city limits or working for city licensed business	\$15.00
Non-Residents	\$60.00
PUBLIC WORKS FEES	
CONSTRUCTION PERMIT FEE	
Curb Cut/Driveway Approach Fee	\$25.00
Right-of-Way Excavation Fee	\$60.00
Storm Sewer Connection Fee	\$25.00
Sanitary Sewer Connection Fee	\$25.00
Special brush, limb and refuse pick-up	\$24.00 per 15 minutes
Dumpster Delivery	\$50.00 per dumpster
Dumpster Pick-up	\$50.00 plus additional landfill fees

FIRE DEPARTMENT FEES	
Fees for Apparatus and Personnel	1 hour minimum and fractions thereafter on hourly rates
	unless stated otherwise
Chief, Deputy Chief or Assistant Chief	\$26.00/hr.
Fire and EMS Personnel	\$26.00/hr.
Engine/Squad	\$550.00/hr.
Truck (aerial apparatus)	\$875.00/hr.
Brush Truck	\$300.00/hr.
Air Boat	\$300.00/hr.
Technical Rescue and Utility	\$500.00/hr.
Chief, Deputy Chief, Assistant Chief, or Command Vehicle	\$50.00/hr.
Utility	\$50.00/hr.
Ambulance	\$270.00/hr.
Paramedic Intercept Fee (Option a OR b)	
a. Flat Rate Billed to Requesting Municipality	\$400.00
b. Shared Revenue from Requesting Municipality	50% Monies Received
EMS First Responder and Transport Fees	
Residents Fee	\$150.00 per call
Non-Resident Fee	\$200.00 per call
Ambulance Transport Fee Schedule	
Advanced Life Support Base Rate	\$1,300.00
Advanced Life Support Base Rate (ALS2)	\$1,300.00
Advanced Life Support Base Rate (Intercept)	\$1,300.00
Advanced Life Support Base Rate (Intercept ALS2)	\$1,300.00
Equal Level Staffing Mutual Aid	\$300.00
Basic Life Support Base Rate	\$1,100.00
Mileage Charge	\$20.00 per mile
Supplies used fee	-
Oil Dry	\$10.00 per bag
Class A, B, or AB Firefighting Foam	\$30.00/gallon
Fees Relating To Permits Required	
Fire pit burn permit	\$15.00 each fire or \$50.00 yr
Fireworks permit	\$50.00
Burning permits	\$50.00
Key box processing fee	\$10.00
Operational Permit	\$75.00
Fees Relating To Fire Protection Systems	

Basic system Review Fee is charged for systems without hydraulic calcs	\$250
Fire Sprinkler, Fire Control and/or Fire Suppression system plan review with one set of hydraulic calculations. (Fee is charged for each separate floor and /or area of building per system and review.)	\$350.00
Verifications of Additional Hydraulic Calcs (fee is charged for each additional set of hydraulic calculations required by the AHJ)	\$200.00
Additional review of same system. (Fee applies to all re-submittals.)	\$350.00
Site inspection during installation 2 hour minimum Note: system may not be concealed prior to inspection. Inspections are required for all systems.	\$90.00/hr.
Modifications to existing systems	
Min. fee per system without hydraulic calcs	\$100.00
Fee per sprinkler up to 15 sprinklers w/o calcs	\$20.00 ea.
Fee per sprinkler up to 15 with calcs	\$200.00
Fire Pumps per review	\$350.00
Fire prevention inspection fee schedule:	
Residential Building Type:	
4 to 36 units	\$10 per unit per year
37 to 60 units	\$400 per year
61 to 99 units	\$450 per year
100 units and above	\$500 per year
Commercial:	
Under 1,000 square feet	\$50
1,000 to 4,999 square feet	\$100
5,000 to 24,999 square feet	\$150
25,000 to 99,000 square feet	\$200
100,000 to 174,999 square feet	\$400
175,000 to 249,999 square feet	\$700
Industrial:	
Under 5,000 square feet	\$100
5,000 to 24,999 square feet	\$200
25,000 to 99,000 square feet	\$300
100,000 to 174,999 square feet	\$500
175,000 to 349,999 square feet	\$800

Additional conditions: (a) The fee for hotels and motels shall be the same as for residential property, except that the fee shall be calculated on a per room basis. (b) Square footage refers to the total floor area of any building or structure. (c) Inspection fees shall be charged to the property owner. Any fees unpaid by November 1 of each year shall be entered upon the tax roll as a special charge against the property and all proceedings in relation to the collection, return, and sale of the property for delinquent real estate taxes, shall apply to the inspection fee.	
Sprinkler system underground mains	
0-200 feet	\$100.00
201-999 feet	\$150.00
1000 or more	\$300
Fire hose standpipe connections	\$25.00 each
Other fire protection systems (hood, wet & dry chem.)	\$350.00
Fire alarm systems per control panel	\$300.00
Fire Alarm system manual pull stations, initiating and annunciation devices; this includes audible and/or visual devices; smoke, heat, flame, ionization, photoelectric detectors, water flow devices and all monitoring devices per review.	\$75.00 up to 3 \$12.00 each additional
Witness of all required tests – 2 hour minimum	\$180.00/hr.
Inspection during installation	\$90.00/hr.
Fire protection Consulting on systems and or for occupancies or permits	\$90.00/hr. 1 Hour Minimum

Granted by action of the Common Council of the City of Lake Geneva this 13th day of January 2025.

Council Action: ☐ **Adopted** ☐ **Failed** **Vote** _____

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

Todd Krause, Mayor

Date

Attest:

Lacey L. Reynolds, City Clerk

Date

10JAN2025

Memo

TO
CITY OF LAKE
GENEVA COMMON
COUNCIL

FROM
HARBORMASTER
ERICK NICIA

RE
FEE SCHEDULE

COMMENTS:

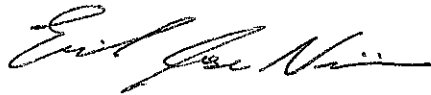
I am writing to inform you of a discrepancy found in the fee schedule approved at the December 17th FLR meeting. Specifically, the Lagoon and Buoy pricing have previously been combined under the same section, resulting in an unintended increase for the Buoys.

In the presented fee schedule, there is a 5 percent increase applied across the board which reflects the adjustments made based on the Consumer Price Index (CPI). The only section reflecting a significant increase is the Lagoon area, which accounts for the necessary pricing to recover costs following the reconstruction of the area and piers, as well as to establish a reserve fund for future repairs.

However, due to the previous consolidation of two distinct areas of the lakefront in the fee schedule, the Buoy prices were inadvertently increased by the same amount as the Lagoon section. This was not the intended adjustment. The Buoy prices should only reflect a 5 percent increase, in line with the general increase applied across other sections. To correct this, the updated fee schedule provided today now separates the Lagoon and Buoy sections, ensuring that Buoy pricing is properly adjusted by 5 percent as originally planned.

I apologize for any confusion this may have caused to the lessees and appreciate your understanding.

Thank you for your attention to this matter,
Erick Nicia



**OFFICE OF THE HARBORMASTER
CITY OF LAKE GENEVA**



LAGOON PROJECT

Description	Internal or External Resources	Estimated Cost	Frequency	Estimated Annualized Costs
Debris removal from slips 1-8	External Contractor	\$ 15,000.00	2 years	\$ 7,500.00
Dredging	External Contractor	\$ 150,000.00	10 years	\$ 15,000.00
Seaweed Removal	Internal DPW Staff	\$ 400.00	Weekly in season - 10 weeks	\$ 4,000.00
Pier repairs	External Contractor	\$ 1,500.00	Annually	\$ 1,500.00
Total Annualized Estimated Maintenance Cost				\$ 28,000.00
Cost/Slip based on 24 slips				\$ 1,166.67
Pier Install	Estimate based on contingency and permits	\$ 250,000.00	Estimated life 25 years	\$ 10,000.00
Amortized per slip (24)				\$ 416.67
The annual estimated cost per slip to break even, without saving for future costs/repairs.			Resident Price =	\$ 1,500.00
Annual cost per slip with \$1,000 per slip going to a Lagoon Replacement Fund			Resident Price =	\$ 2,500.00

Breakdown of slips previously in Lagoon	Cost for 2024
Resident = 24	\$920.00
NRPO = 4	\$1,604.00
PWC = 1	\$1,296.00

Initial upfront cost of putting slips back in lagoon		
Seawall Replacement	\$	350,000.00
Dredging	\$	150,000.00
Pier Install	\$	250,000.00
Total	\$	750,000.00



Lake Geneva Utility Commission

MUNICIPAL WATER AND WASTEWATER SERVICES

361 W Main Street
P.O. Box 187
Lake Geneva, WI 53147
262-248-2311
www.lgutilitycommission.com

Dennis Lyon – President
Josh Gajewski – Utility Director
Jeff Ecklund – Water Superintendent
Ken Bauman – Wastewater Superintendent

TO: Finance, Licensing & Regulation Committee
City of Lake Geneva Common Council
FROM: Josh Gajewski, Utility Director
DATE: December 30, 2024
SUBJECT: White River Culvert Replacement Project

BACKGROUND

The Utility has historically utilized a former service road of Hillmoor Golf Course which begins on Haskins St. and provides easterly access to Utility infrastructure along and adjacent to the Hillmoor property.

The access drive includes 4 – 60” culverts that provide a crossing over the White River and access to the northern portion of the Hillmoor property. These culverts have been deteriorating for years, and during recent summer storms, a significant washout occurred on the upstream side of the culverts, caused by the continued failure of the structure(s).

The continued availability and integrity of the access road is a significant initiative for the Utility’s operations. Additionally, the Utility understands that the access road provides access to maintain the Hillmoor property and that as the future use of the property is developed, it may become an even more strategic access point for the City to maintain.

Over recent months, the Utility has worked with Kapur & Associates and Ellena Engineering, in coordination with the DPW, to prepare a work scope and a plan set, obtain necessary permitting, and finalize the bidding documents to replace the culverts.

The current engineer’s estimate of probable construction costs for the project is \$245,000. Through the Utility’s 2025 budget process, funding for the project was allocated from the Utility’s Capital Project Funds and included a potential 20% cost share contribution by the City.

The proposed City cost share does not include costs for engineering or construction-related services, which the Utility anticipated funding at a cost of approximately \$40,000.

CURRENT ACTION

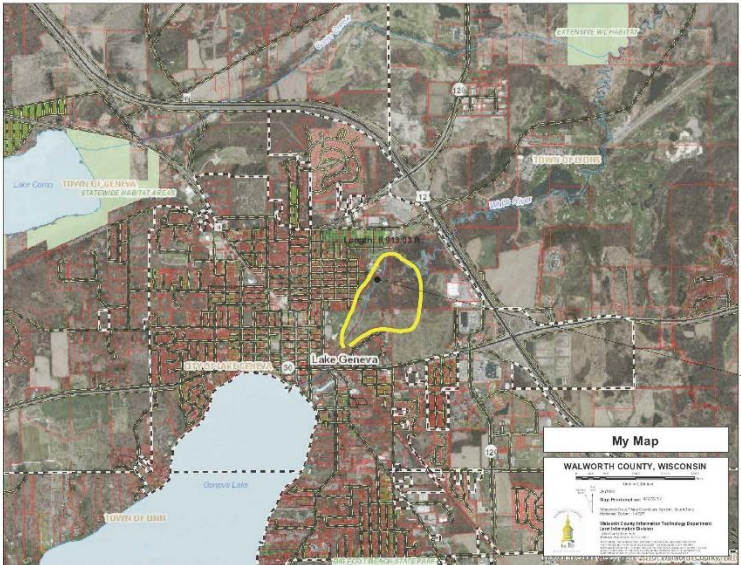
A bid opening is scheduled for the project on January 16, 2025, with a potential award of the work noticed on the January 20, 2025, Utility Commission meeting agenda.

Within the scope of work and permitting requirements, the work is required to be completed by March 1, 2025.

REQUESTED CITY ACTION

At the December 16, 2024 meeting of the Utility Commission, a formal request was made to the City for participation in the White River Culvert Replacement Project at a 20% cost share of the final construction costs.

CONSTRUCTION PLANS
FOR
WHITE RIVER WELL ACCESS ROAD
CULVERT REPLACEMENT PROJECT
CITY OF LAKE GENEVA, WISCONSIN



WHITE RIVER WELL ACCESS ROAD
COVER REPLACEMENT LOCATION
(ACCESS FROM HASKINS STREET)

OWNER:
City of Lake Geneva
Lake Geneva Utility Commission
1065 Carey Street
Lake Geneva, WI 53147
Phone: 262-248-2311 x403
Email: jgajewski@gutilities.org

ENGINEER:
Mark R. Ellena, PE
Ellena Engineering Consultants, LLC
700 Pilgrim Parkway, Suite 100
Elm Grove, WI 53122
Phone: 262-719-6183
Email: mellenae@eeceng.com

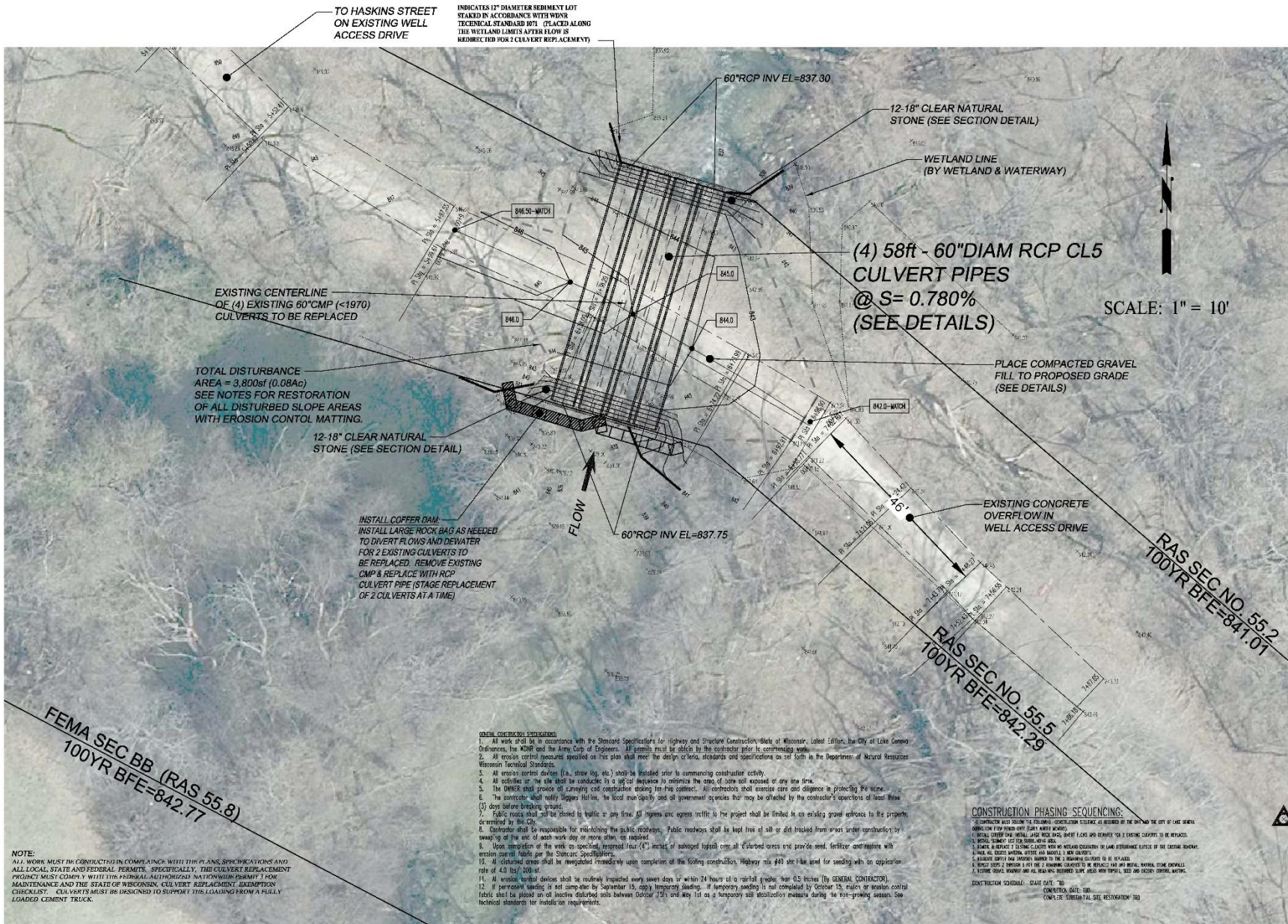
SURVEYOR:
Naomi Rauch, PE
Kapur Inc.
1224 S Pine Street
Burlington, WI 53105
Phone: 262-758-6032
Email: nrauch@kapurinc.com



ELLENA ENGINEERING CONSULTANTS, LLC
SITE CIVIL ENGINEERING & STORMWATER MANAGEMENT
Ellena Engineering Consultants, LLC 700 Pilgrim Parkway - Suite 100 Elm Grove, WI 53122
Phone: 262-719-6183 Email: mellenae@eeceng.com

REVISIONS		WHITE RIVER WELL ACCESS ROAD COVER REPLACEMENT PROJECT Lake Geneva, Wisconsin	
		COVER SHEET	
		DATE: OCTOBER 1, 2024	C000





NOTE:
ALL WORK MUST BE CONDUCTED IN COMPLIANCE WITH THE PLANS, SPECIFICATIONS AND ALL LOCAL, STATE AND FEDERAL PERMITS. SPECIFICALLY, THIS CULVERT REPLACEMENT PROJECT MUST COMPLY WITH THE FEDERAL AUTHORIZED NATIONAL PERMIT FOR MAINTENANCE AND THE STATE OF WISCONSIN, CULVERT REPLACEMENT, EXEMPTION CHECKLIST. CULVERTS MUST BE DESIGNED TO SUPPORT THE LOADING FROM A FULLY LOADED CEMENT TRUCK.

UNDER CONSTRUCTION

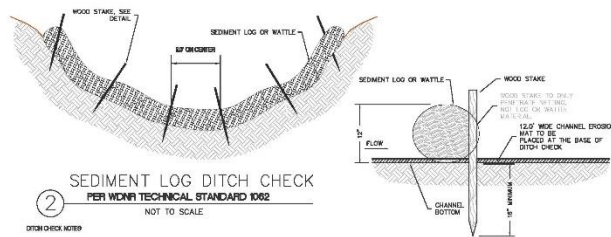
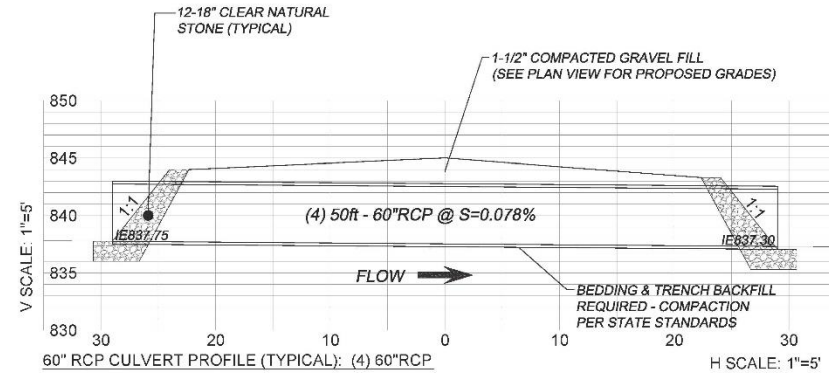
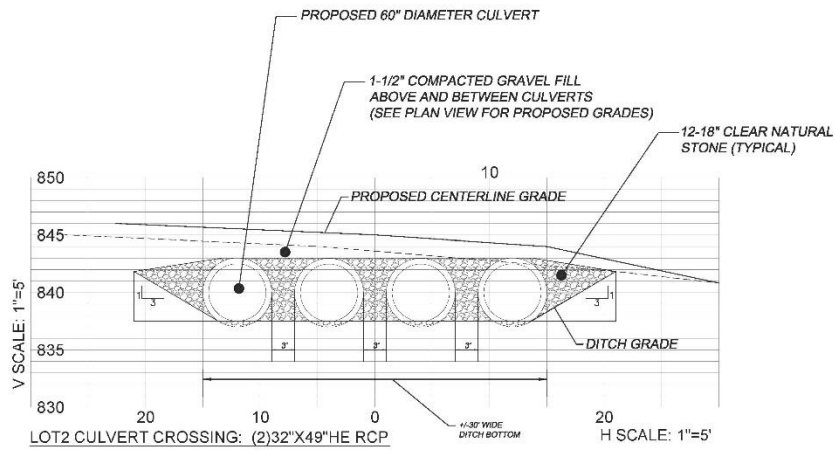
1. All work shall be in accordance with the Standard Specifications for Highway and Structure Construction, State of Wisconsin, Latest Edition, the City of Lake Geneva Ordinances, the MCHD and the Army Corp of Engineers. All permits must be obtained by the contractor prior to commencing work.
2. All erosion control measures specified on this plan shall meet the design of best standards and specifications as set forth in the Department of Natural Resources Wisconsin Technical Standards.
3. All erosion control devices (e.g., straw log, etc.) shall be installed prior to commencing construction activity.
4. All activities on the site shall be conducted in a manner to minimize the area of bare soil exposed at any time.
5. The OWNER shall provide all surveying and construction staking for this contract. All contractors shall exercise care and diligence in protecting the scene.
6. The contractor shall notify the local municipality and all governmental agencies that may be affected by the contractor's operations at least three (3) days before breaking ground.
7. Fabric mats shall not be placed on traffic or any time. All ingress and egress traffic to the project shall be limited to an existing gravel driveway to the property determined by the City.
8. Contractor shall be responsible for maintaining the public roadway. Public roadways shall be kept free of soil or dirt tracked from areas under construction by sweeping at the end of each work day or more often, as required.
9. Upon completion of the work on specified, reserved four (4) inches of salvaged topsoil over all disturbed areas and provide seed, fertilizer and restore with erosion control fabric per the State's Specifications.
10. All culverted areas shall be investigated immediately upon completion of the following construction: Highway mile 440 shall be used for seeding with an application rate of 4.0 lbs/1000 sq ft.
11. All erosion control devices shall be routinely inspected every seven days or within 24 hours of a rainfall greater than 0.2 inches (by GENERAL CONTRACTOR).
12. If permanent seeding is not completed by September 15, apply temporary seeding. If temporary seeding is not completed by October 15, erosion or erosion control fabric shall be placed on all inactive disturbed soils between October 15th and May 1st as a temporary soil stabilization measure during the post-growing season. See technical standards for installation requirements.

CONSTRUCTION PHASING SEQUENCING:

1. CONTRACTOR SHALL FOLLOW THE FOLLOWING CONSTRUCTION SEQUENCE AS REQUIRED BY THE CITY OF LAKE GENÈVE, WISCONSIN: (SEE SECTION 100.00 FOR MORE INFORMATION)
2. INITIAL CULVERT PIPE INSTALLATION, LAYING ROCK BAGS, GRATE FLOOD AND REMOVAL FOR EXISTING CULVERTS TO BE REPLACED.
3. INITIAL CULVERT PIPE INSTALLATION, LAYING ROCK BAGS, GRATE FLOOD AND REMOVAL FOR EXISTING CULVERTS TO BE REPLACED.
4. INITIAL CULVERT PIPE INSTALLATION, LAYING ROCK BAGS, GRATE FLOOD AND REMOVAL FOR EXISTING CULVERTS TO BE REPLACED.
5. INITIAL CULVERT PIPE INSTALLATION, LAYING ROCK BAGS, GRATE FLOOD AND REMOVAL FOR EXISTING CULVERTS TO BE REPLACED.
6. INITIAL CULVERT PIPE INSTALLATION, LAYING ROCK BAGS, GRATE FLOOD AND REMOVAL FOR EXISTING CULVERTS TO BE REPLACED.
7. INITIAL CULVERT PIPE INSTALLATION, LAYING ROCK BAGS, GRATE FLOOD AND REMOVAL FOR EXISTING CULVERTS TO BE REPLACED.

CONSTRUCTION SCHEDULE: DATE DATE: "00"
CONSTRUCTION DATE: "00"
CONSTRUCTION DATE: "00"

DATE	11-21-24	DISCRIPTION	ADD. SECT. REQUIREMENTS
ELLENIA ENGINEERING CONSULTANTS, LLC SITE CIVIL ENGINEERING & STORMWATER MANAGEMENT 700 Peach Parkway, Suite 100, Elm Grove, WI 53122 Phone: 262-718-6163 Fax: 262-718-6163 Email: mlabing@eeng.com			
WHITE RIVER WELL ACCESS ROAD CULVERT REPLACEMENT PROJECT CITY OF LAKE GENÈVE, WI			
CULVERT REPLACEMENT PLAN			
FEMA SEC BB (RAS 55.8) 100YR BFE=842.77			
FEMA SEC NO 55.2 100YR BFE=841.07			
FEMA SEC NO 55.5 100YR BFE=842.29			
CONSTRUCTION PHASING SEQUENCING:			
CONSTRUCTION SCHEDULE: DATE DATE: "00" CONSTRUCTION DATE: "00" CONSTRUCTION DATE: "00"			
SHEET NUMBER C500			



SEDIMENT LOG DITCH CHECK PER WCDNR TECHNICAL STANDARD 1002

DITCH CHECK NOTES

1. PREPARE SITE TO DESIGN PROFILE AND GRADE. REMOVE DEEPER ROCKS, CLDS, ETC. GROUND SURFACE SHOULD BE SMOOTH PRIOR TO INSTALLATION TO ENSURE LOG REMAINS IN CONTACT WITH SLOPE.
2. DO NOT ALLOW FLOW TO OVERTOP INSTALLATION.
3. SEDIMENT LOGS SHOULD BE PLACED AT TOP OF SLOPE, BOTH SIDES.
4. 1 1/2\"/>

DITCH CHECK

DESCRIPTION

DATE

ELLENIA ENGINEERING CONSULTANTS, LLC
SITE CIVIL ENGINEERING & STORMWATER MANAGEMENT
700 Palmyra Parkway - Suite 100 - Elm Grove, WI 53122
Phone: 262-719-4103 Fax: 262-471-5284 Email: ellenia@eeconsult.com

WHITE RIVER WELL ACCESS ROAD COVERT REPLACEMENT PROJECT
CITY OF LAKE GENEVA, WI

CULVERT REPLACEMENT DETAILS



DATE: 10-07-24

BY: MARK R. ELLENA

SCALE: 1\"/>

SHEET NUMBER

C501

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

Bank.Bank account = "43257"

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

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

Invoice.Batch = "12202024","12232024","12272024","12302024","AMAZONOCT2024"

Check Issue Date	Check Number	Vendor Number	Payee	Amount
12/20/2024	87577	2104	AT&T	2,600.00
12/20/2024	87578	2108	AT&T LONG DISTANCE	427.44
12/20/2024	87579	2109	AT&T MOBILITY	1,495.14
12/20/2024	87580	6263	CHARTER COMMUNICATIONS	99.99
12/20/2024	87581	3495	CITY OF LAKE GENEVA	1,100.00
12/20/2024	87582	6129	DE LAGE LANDEN FINANCIAL SERVICES INC	253.75
12/20/2024	87583	2535	FOUR SEASONS FLOORING	17,467.17
12/20/2024	87584	6600	GENCOMM	232,912.00
12/20/2024	87585	2561	GENEVA ONLINE INC	39.00
12/20/2024	87586	154	KO-THI DANCE COMPANY INC	850.00
12/20/2024	87587	5051	NEIL WASWO	27.57
12/20/2024	87588	185	PARNELL, CORALIE ANN	240.00
12/20/2024	87589	7003	RENTZ, JASON	471.23
12/20/2024	87590	3233	RHYME BUSINESS PRODUCTS	165.89
12/20/2024	87591	215	SAUK COUNTY SHERIFF'S DEPARTMENT	200.00
12/20/2024	87592	4915	TIETZ, KATIE	2,138.00
12/20/2024	87593	2435	TOM EARLE	116.58
12/23/2024	87594	5428	CITY OF LAKE GENEVA POLICE DEPT	56.55
12/27/2024	87595	2046	ALLIANT ENERGY/WPL	206.76
12/27/2024	87596	2104	AT&T	3,557.68
12/27/2024	87597	6767	AT&T	338.90
12/27/2024	87598	6263	CHARTER COMMUNICATIONS	699.93
12/27/2024	87599	6263	CHARTER COMMUNICATIONS	119.98
12/27/2024	87600	6847	CORDOVA, MARIA	87.50
12/27/2024	87601	250	JOE DEBELAK PLUMBING AND HEATING CO	65.00
12/27/2024	87602	6524	JONES, HEATHER	5,833.34
12/27/2024	87603	6353	MUEDINI, SUZANNE	30.52
12/27/2024	87604	6212	RODRIGUEZ, XENIA	38.00
12/27/2024	87605	4975	US CELLULAR	622.64
12/27/2024	87606	5071	WE ENERGIES	4,464.52
12/27/2024	87607	5443	WISNIEWSKI, JOSEPH	22.94
12/27/2024	87608	4838	BRUNK INDUSTRIES	880.00
12/27/2024	87609	216	HARBAUGH, MADELINE	1,000.00
12/30/2024	87610	6214	CAPITAL ONE	32.31
12/30/2024	87611	198	DYNAMIC AWARDS AND APPAREL LLC	924.00
12/30/2024	87612	5071	WE ENERGIES	724.25
12/30/2024	102024	6160	AMAZON CAPITAL SERVICES	10,060.25
12/23/2024	112024	6858	ELAN FINANCIAL SERVICES	6,236.57
Grand Totals:				296,605.40

Summary by General Ledger Account Number

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
11-00-00-21100	96.94	24,446.78-	24,349.84-
11-10-00-51390	112.35	.00	112.35
11-12-00-24280	200.00	.00	200.00
11-12-00-52210	87.66	.00	87.66
11-12-00-53100	46.98	.00	46.98
11-12-00-53610	165.89	.00	165.89
11-14-20-53100	59.99	.00	59.99
11-14-30-53100	58.42	.00	58.42
11-14-30-53110	862.75	.00	862.75
11-15-10-53100	1,002.04	.00	1,002.04
11-15-10-53200	40.00	.00	40.00
11-15-10-54500	109.00	.00	109.00
11-16-10-52210	1,349.74	.00	1,349.74
11-16-10-52240	1,632.30	.00	1,632.30
11-16-10-53100	66.86	51.96-	14.90
11-16-10-53500	34.95	.00	34.95
11-21-00-52210	2,882.11	.00	2,882.11
11-21-00-52220	25.91	.00	25.91
11-21-00-52620	3,018.62	.00	3,018.62
11-21-00-53120	56.55	.00	56.55
11-21-00-53310	91.46	.00	91.46
11-21-00-54150	2,138.00	.00	2,138.00
11-22-00-51155	27.56	.00	27.56
11-22-00-51380	164.98	.00	164.98
11-22-00-52175	665.98	.00	665.98
11-22-00-52210	749.68	.00	749.68
11-22-00-52240	748.08	.00	748.08
11-22-00-53100	75.85	.00	75.85
11-22-00-53200	1,456.00	.00	1,456.00
11-22-00-53400	449.18	.00	449.18
11-22-00-53500	825.67	44.98-	780.69
11-22-00-53510	208.05	.00	208.05
11-22-00-53990	273.26	.00	273.26
11-24-00-44320	65.00	.00	65.00
11-24-00-52620	17.74	.00	17.74
11-24-00-53100	33.12	.00	33.12
11-24-00-53300	257.95	.00	257.95
11-24-00-53310	213.28	.00	213.28
11-29-00-53400	756.32	.00	756.32
11-32-10-52210	633.93	.00	633.93
11-32-10-52240	939.81	.00	939.81
11-32-10-53300	116.58	.00	116.58
11-32-10-53400	99.98	.00	99.98
11-32-10-53990	67.43	.00	67.43
11-32-13-54300	27.99	.00	27.99
11-51-10-52240	652.74	.00	652.74
11-52-01-52240	87.34	.00	87.34
11-70-00-57800	791.70	.00	791.70
40-00-00-21100	120.00	3,397.65-	3,277.65-
40-54-10-52210	17.24	.00	17.24
40-54-10-53100	348.98	.00	348.98
40-54-10-53520	43.30	.00	43.30
40-55-10-23530	2,000.00	.00	2,000.00

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
40-55-10-46740	.00	120.00-	120.00-
40-55-10-52210	123.17	.00	123.17
40-55-10-52240	264.28	.00	264.28
40-55-10-53500	165.86	.00	165.86
40-55-20-52210	434.82	.00	434.82
42-00-00-21100	.00	431.95-	431.95-
42-34-50-52210	170.61	.00	170.61
42-34-50-52500	63.40	.00	63.40
42-34-50-53100	35.95	.00	35.95
42-34-50-53400	20.00	.00	20.00
42-34-50-53990	141.99	.00	141.99
43-00-00-21100	.00	250,379.17-	250,379.17-
43-16-10-17010	17,467.17	.00	17,467.17
43-21-00-17010	232,912.00	.00	232,912.00
47-00-00-21100	.00	6,013.80-	6,013.80-
47-00-00-57212	5,833.34	.00	5,833.34
47-70-00-57155	180.46	.00	180.46
48-00-00-21100	.00	399.81-	399.81-
48-00-00-52210	78.99	.00	78.99
48-00-00-52220	206.76	.00	206.76
48-00-00-52240	114.06	.00	114.06
61-00-00-10700	14.99	.00	14.99
61-00-00-21100	.00	177.90-	177.90-
61-00-00-53110	.55	.00	.55
61-00-00-53990	83.48	.00	83.48
61-00-00-93700	78.88	.00	78.88
62-00-00-10700	57.41	.00	57.41
62-00-00-21100	.00	1,161.36-	1,161.36-
62-00-00-65100	386.69	.00	386.69
62-00-00-66300	71.38	.00	71.38
62-00-00-66500	29.92	.00	29.92
62-00-00-90200	71.38	.00	71.38
62-00-00-90300	71.39	.00	71.39
62-00-00-92100	73.34	.00	73.34
62-00-00-93000	148.44	.00	148.44
62-00-00-93200	251.41	.00	251.41
89-00-00-21100	.00	1,100.00-	1,100.00-
89-00-00-24800	1,100.00	.00	1,100.00
98-00-00-21100	.00	133.80-	133.80-
98-00-00-52110	133.80	.00	133.80
99-00-00-21100	.00	9,180.12-	9,180.12-
99-00-00-52110	1,326.33	.00	1,326.33
99-00-00-52210	255.38	.00	255.38
99-00-00-52220	724.25	.00	724.25
99-00-00-53120	101.80	.00	101.80
99-00-00-53320	346.95	.00	346.95
99-00-00-53500	343.87	.00	343.87
99-00-00-54100	597.97	.00	597.97
99-00-00-54110	90.02	.00	90.02
99-00-00-54140	618.72	.00	618.72
99-00-00-54150	3,583.57	.00	3,583.57
99-00-00-54155	176.86	.00	176.86
99-00-00-59000	1,014.40	.00	1,014.40

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
Grand Totals:	297,039.28	297,039.28-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

Bank.Bank account = "43257"

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

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

Invoice.Batch = "12202024","12232024","12272024","12302024","AMAZONOCT2024"

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice.Batch = "01082025","01082025A","01082025B"

Invoice Detail.GL account (2 Characters) = {<>} "61"

Invoice Detail.GL account (2 Characters) = {<>} "62"

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
A+ GRAPHICS & PRINTING				
46396	12/11/2024	REX PICTURE	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	43.95
46435	12/16/2024	30. 5X67 WITH 4 INCH POLE PO	99-00-00-54155 LIBRARY MARKETING	2,649.50
Total A+ GRAPHICS & PRINTING:				2,693.45
ABT MAILCOM				
50875	12/18/2024	TAX MAILING	11-14-30-53120 POSTAGE-CITY CLERK	1,318.40
Total ABT MAILCOM:				1,318.40
AURORA QUICK CARE LLC				
238-CI0000707	12/13/2024	EMP CLINIC NOV 2024	11-10-20-51320 HEALTH AND DENTAL ADMIN CHGS	2,400.00
Total AURORA QUICK CARE LLC:				2,400.00
BELLE CITY FIRE & SAFETY				
110205	12/17/2024	EXTINGUISHER	11-51-10-52400 MUSEUM-MAINTENANCE & REPAIRS	265.00
Total BELLE CITY FIRE & SAFETY:				265.00
BOND TRUST SERVICES CORPORATION				
93003	12/11/2024	2021A BOND FEES	11-15-10-52120 ACCTG CONSULTANT FEES	400.00
93004	12/11/2024	2021B BOND FEES	11-15-10-52120 ACCTG CONSULTANT FEES	400.00
93005	12/11/2024	2022A BOND FEES	11-15-10-52120 ACCTG CONSULTANT FEES	400.00
93006	12/11/2024	2024A BOND FEES	11-15-10-52120 ACCTG CONSULTANT FEES	400.00
Total BOND TRUST SERVICES CORPORATION:				1,600.00
BRODART CO				
B6906278	12/14/2024	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	336.13
B6909887	12/21/2024	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	53.83
B6911227	12/28/2024	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	1,010.51
Total BRODART CO:				1,400.47
BUMPER TO BUMPER				
662-494646	12/16/2024	TRANSMISSION FLUID	48-00-00-53400 CEM OPERATING SUPPLIES	29.56
662-494669	12/16/2024	TRANSMISSION FLUID	48-00-00-53400 CEM OPERATING SUPPLIES	22.17
662-494905	12/23/2024	CONTROL VALVE	11-32-10-52500 ST DEPT EQUIPMENT REPAIRS	143.33
Total BUMPER TO BUMPER:				195.06
CINTAS FIRE PROTECTION				
0F36696276	12/17/2024	FIRE EXTINGUISHERS	48-00-00-52500 CEM EQUIP MAINT/REPAIRS	571.18
Total CINTAS FIRE PROTECTION:				571.18

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
COLUMBIA CASCADE COMPANY				
55718-92	10/30/2024	HEUVELMAN BENCH	11-32-10-57360 DONATION PURCHASES	4,065.00
55836-32	12/12/2024	STAFFORD BENCH	11-32-10-57360 DONATION PURCHASES	4,065.00
Total COLUMBIA CASCADE COMPANY:				8,130.00
COLUMN SOFTWARE PBC				
3343CED0-000	12/12/2024	BID NOTICE	11-10-00-53140 OFFICIAL PUBLICATIONS & NOTICE	194.87
Total COLUMN SOFTWARE PBC:				194.87
CONSERV FS INC				
60069371	12/12/2024	ICE MELT	11-32-12-53400 OPERATING SUPPLIES-SNOW & ICE	612.28
Total CONSERV FS INC:				612.28
DUNN LUMBER				
1869023	10/18/2024	GORILLA TAPE 30 YD, POWER I	11-32-13-54300 TREE & BRUSH OPER SUPPLIES	70.98
1916691	12/13/2024	ORGANIZERS, CABINET SOTRA	48-00-00-53400 CEM OPERATING SUPPLIES	102.03
1919242	12/18/2024	HD STRETCH CORD-BANNERS	11-34-10-53940 STREET DECORATIONS	14.97
1919601	12/18/2024	TUBGRINDER- APPLE RED SPR	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	6.99
1919958	12/19/2024	CORD CLIP	11-32-13-54300 TREE & BRUSH OPER SUPPLIES	4.99
1920416	12/19/2024	SCREW FOR PARKS BENCH	11-52-00-53520 GROUNDS MAINT SUPPLIES	29.98
1920676	12/19/2024	NUTS & BOLTS	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	1.89
1923243	12/26/2024	SPRAY PAINT	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	13.98
1923671	12/27/2024	HAMMER	11-32-13-54300 TREE & BRUSH OPER SUPPLIES	22.99
1923814	12/27/2024	COMP BALL VALVE	48-00-00-53400 CEM OPERATING SUPPLIES	34.99
Total DUNN LUMBER:				303.79
ELKHORN NAPA AUTO PARTS				
352578	12/12/2024	ENGINE OIL FILTER	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	8.88
Total ELKHORN NAPA AUTO PARTS:				8.88
ETI LLC				
82724	08/27/2024	LIC MGR 6/1/24-5/31/25	11-14-30-53820 LICENSE/SUPPORT EXPENSE	299.00
Total ETI LLC:				299.00
GAGE MARINE CORP				
235239	05/07/2024	REPAIR DAMAGED PIER	40-55-30-52640 PIER REPAIRS	5,678.33
249515	12/04/2024	CAPITAL PROJECT RENDERING	43-40-00-17015 LAKEFRONT CAPITAL PROJECTS	2,600.00
249859	12/13/2024	PIER REMOVAL	40-55-30-52640 PIER REPAIRS	3,200.00
249860	12/13/2024	PIER MAINTENANCE CONTRAC	40-52-10-52110 PIER MAINTENANCE CONTRACT	17,795.00
Total GAGE MARINE CORP:				29,273.33
GFC LEASING-WI				
I00978704	12/17/2024	COPIER	99-00-00-55320 LIBRARY EQUIP LEASES & MAINT	247.81
Total GFC LEASING-WI:				247.81
GIRAFFE ELECTRIC II INC				
24-0695	12/05/2024	BUILDING REPAIR	99-00-00-53600 LIBRARY BLDG MAINT SERVICES	202.50

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total GIRAFFE ELECTRIC II INC:				202.50
GRAINGER				
9350220084	12/18/2024	MOTOR	11-32-10-52400 ST DEPT BUILDING REPAIRS	137.61
Total GRAINGER:				137.61
ITU ABSORBTECH INC				
8450083	12/06/2024	MAT/CARPET SERVICE	11-32-10-53600 ST DEPT BLDG MAINT SERV COSTS	136.73
Total ITU ABSORBTECH INC:				136.73
JOHNSON TRACTOR INC				
IH30193	12/19/2024	FILTER/CARTRIDGE - #52/#140	11-32-10-52500 ST DEPT EQUIPMENT REPAIRS	130.98
IH30206	12/19/2024	#61/#140 PARTS	11-32-10-52500 ST DEPT EQUIPMENT REPAIRS	149.08
Total JOHNSON TRACTOR INC:				280.06
KAPUR & ASSOCIATES INC				
128913	11/18/2024	PLAN REVIEW	43-32-10-17020 DPW CAPITAL PROJECTS	53.50
128914	11/18/2024	LAGOON SEAWALL DAM REPAI	43-40-00-17015 LAKEFRONT CAPITAL PROJECTS	5,437.42
128917	11/18/2024	GIS UPDATES PUBLIC WORKS	11-30-00-52160 CITY ENGINEERING FEES	163.50
128918	11/18/2024	CENTER ST CROSSING AT DON	11-30-00-52160 CITY ENGINEERING FEES	214.00
128921	11/18/2024	STREET PROGRAM DESIGN	43-32-10-17010 STREET IMP PROGRAM	27,201.84
128931	11/18/2024	TENNIS COURTS	43-52-00-53000 PARKS AND REC CAPITAL PROJECTS	5,317.50
Total KAPUR & ASSOCIATES INC:				38,387.76
LANGE ENTERPRISES INC				
89964	12/16/2024	NO PARKING, DEER CROSSING	11-34-10-53750 TRAFFIC CONTROL STREET SIGNS	1,980.54
Total LANGE ENTERPRISES INC:				1,980.54
LASER ELECTRIC SUPPLY				
1496917-00	12/12/2024	3 LAMP ELECTRONIC BALLAST	11-32-10-53500 BLDG MAINT SUPPLIES-STR DEPT	210.00
1496926-00	12/12/2024	EMERGENCY LIGHT BATTERIE	11-51-10-52400 MUSEUM-MAINTENANCE & REPAIRS	166.39
Total LASER ELECTRIC SUPPLY:				376.39
LEAGUE OF WI MUNICIPALITIES				
2025 DUES	11/21/2024	2025 LEAGUE DUES	11-00-00-16100 PREPAID EXPENSES	7,012.38
Total LEAGUE OF WI MUNICIPALITIES:				7,012.38
MARED MECHANICAL				
SV-INV003844	12/11/2024	HVAC FIX	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	1,389.00
SV-INV003955	12/18/2024	HVAC RHEEM OUTDOOR GROU	11-51-10-52400 MUSEUM-MAINTENANCE & REPAIRS	3,461.59
Total MARED MECHANICAL:				4,850.59
MARLIN PRINTING				
679990	11/25/2024	ENVELOPES-NO WINDOW	11-12-00-53990 MUNICIPAL CT MISCELLANEOUS EXP	148.00
680056	12/13/2024	WINDOW ENVELOPES	11-12-00-53100 MUNICIPAL CT OFFICE SUPPLIES	130.00
680056	12/13/2024	WINDOW ENVELOPES	11-15-10-53100 ACCTG OFFICE SUPPLIES	130.00
680056	12/13/2024	WINDOW ENVELOPES	11-24-00-53100 BLDG INSPECTOR OFFICE SUPPLIES	65.00
680056	12/13/2024	WINDOW ENVELOPES	42-34-50-53100 OFFICE SUPPLIES	65.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total MARLIN PRINTING:				538.00
MGT OF AMERICA CONSULTING				
MGT36125	10/04/2024	INTERIM ADMIN TRAVEL AND H	11-14-20-53990 CITY ADMIN MISC EXPENSE	9,733.50
Total MGT OF AMERICA CONSULTING:				9,733.50
MIDWEST TAPE LLC				
506121628	10/02/2024	AUDIO BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	44.98
506199378	10/16/2024	AUDIO BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	61.98
506228482	10/23/2024	AUDIO BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	46.98
506265211	10/31/2024	AUDIO BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	178.92
506496589	12/18/2024	ADULT NON PRINT	99-00-00-54140 LIBRARY NONPRINT MATERIALS	137.94
Total MIDWEST TAPE LLC:				470.80
ODP BUSINESS SOLUTIONS LLC				
400526627001	12/11/2024	ENVELOPES	11-15-10-53100 ACCTG OFFICE SUPPLIES	202.63
Total ODP BUSINESS SOLUTIONS LLC:				202.63
OFFICE PRO INC				
713006-1	12/16/2024	TISSUE,HANDWASH,LINERS	11-52-00-53520 GROUNDS MAINT SUPPLIES	2,200.00
715666-0	12/13/2024	LINER, PAD, MOP	40-55-20-53500 BLDG MAINT SUPPLIES-LOWER RIV	183.43
715666-1	12/16/2024	LINERS	40-55-10-53500 BLDG MAINT SUPPLIES-UPPER RIV	143.97
715900-0	12/17/2024	VACCUM- RIV	40-55-10-53500 BLDG MAINT SUPPLIES-UPPER RIV	400.27
715992-0	12/18/2024	EARPLUG DISPOSABLE ORAN	11-32-10-53900 FIRST AID AND SAFETY SUPPLIES	41.99
Total OFFICE PRO INC:				2,969.66
PATS SERVICES INC				
A-275251	12/10/2024	PORT A POTTY OAK HILL	48-00-00-52260 CEM WATER/SEWER EXP	270.00
Total PATS SERVICES INC:				270.00
PRAIRIE LAKES LIBRARY SYSTEM				
2913	12/17/2024	LIBRARY COMPUTER SOFTWA	99-00-00-55150 LIBRARY COMPUTER SOFTWARE	293.76
Total PRAIRIE LAKES LIBRARY SYSTEM:				293.76
ROTE OIL				
243270606	11/22/2024	266 GAL ON RD	11-32-10-53410 VEHICLE-FUEL & OIL	802.26
243540811	12/19/2024	339.2 GAL ON RD	11-32-10-53410 VEHICLE-FUEL & OIL	1,019.63
Total ROTE OIL:				1,821.89
SCHILLER LAWN & LANDSCAPE LLC				
25435	09/30/2024	MOWING SERVICES	11-32-13-46440 BRUSH PICKUP CHARGES	500.00
Total SCHILLER LAWN & LANDSCAPE LLC:				500.00
SHERRILL INC				
INV-1043177	12/17/2024	SYSTEM COMPLETE LOWER S	11-32-13-54200 TREE & BRUSH-REPAIR	3,475.00
Total SHERRILL INC:				3,475.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
SHERWIN INDUSTRIES INC				
SS105342	12/12/2024	TYPE 3 BARRICADE KIT	11-34-10-53750 TRAFFIC CONTROL STREET SIGNS	816.93
Total SHERWIN INDUSTRIES INC:				816.93
SHRED-IT				
8009377041	12/25/2024	SHREDDING SVC-DEC	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	31.77
Total SHRED-IT:				31.77
TAPCO INC				
I793256	12/18/2024	ANNUAL TRAFFIC SIGNAL MAIN	11-34-10-52600 REPAIRS-TRAFFIC SIGNALS,ETC	3,171.00
Total TAPCO INC:				3,171.00
THE KNOT WORLDWIDE INC.				
INV787591064	12/13/2024	VENUE ADVERTISEMENT	40-55-10-53160 PUBLICATIONS & PROMOTIONS	743.22
Total THE KNOT WORLDWIDE INC.:				743.22
UNITED LABORATORIES				
INV424419	12/19/2024	LIQUID SUNSHINE, WAX STRIP	40-55-10-53500 BLDG MAINT SUPPLIES-UPPER RIV	783.96
Total UNITED LABORATORIES:				783.96
V & F ROOF CONSULTING & SERVICE				
2024-32001	12/12/2024	ROOF MAINTENANCE	99-00-00-53600 LIBRARY BLDG MAINT SERVICES	1,800.00
Total V & F ROOF CONSULTING & SERVICE:				1,800.00
VANDEWALLE & ASSOCIATES INC				
202410053	10/17/2024	COST RECOVERY	11-00-00-13910 A/R BILL OUTS	2,522.50
202410053	10/17/2024	CITY ZONING	11-69-30-52180 ZONING CODES	3,791.25
202410053	10/17/2024	CITY PLANNING SERVICES	11-30-00-52160 CITY ENGINEERING FEES	135.00
Total VANDEWALLE & ASSOCIATES INC:				6,448.75
WALWORTH COUNTY SHERIFF				
133239	12/10/2024	PRISONER CONFINEMENT-NO	11-12-00-52900 CARE OF PRISONERS	55.00
Total WALWORTH COUNTY SHERIFF:				55.00
WI DEPT OF ADMINISTRATION				
505-00000972	12/13/2024	TEACH SERVICES-INTERENET	99-00-00-52110 GENERAL ADMIN EXPENSES	600.00
Total WI DEPT OF ADMINISTRATION:				600.00
WOLF PAVING CO INC				
24.0268-PYMT	11/15/2024	PAY REQUEST #3- BY WOLF PA	43-32-10-17010 STREET IMP PROGRAM	275,160.82
Total WOLF PAVING CO INC:				275,160.82
ZIEN SERVICE				
24864	12/17/2024	BUILDING REPAIR	99-00-00-53500 LIBRARY MAINT SUPPLIES	936.31
24867	12/17/2024	BUILDING REPAIR	99-00-00-53500 LIBRARY MAINT SUPPLIES	1,940.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total ZIEN SERVICE:				2,876.31
Grand Totals:				415,641.08

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice.Batch = "01082025","01082025A","01082025B"

Invoice Detail.GL account (2 Characters) = {<>} "61"

Invoice Detail.GL account (2 Characters) = {<>} "62"

RESOLUTION OF THE COMMON COUNCIL			
Resolution authorizing the issuance of a Conditional Use Permit (CUP), at 930 Bayview Drive, Lake Geneva, WI for the purpose of allowing a second story addition and fence in the Estate Residential (ER-1) zoning district using Single Family Residential (SR-4) standards, Tax Key ZGB 00026			
Committee:	Plan Commission approved December 16 th , 2024		
Fiscal Impact:	N/A		
File Number:	25-R03	Date:	January 9, 2025

WHEREAS, the City Plan Commission has considered the application Conditional Use Permit (CUP), at 930 Bayview Drive for the purpose of allowing a second story addition and the modification of a fence in the Estate Residential (ER-1) zoning district, Tax Key ZGB 00026 and

WHEREAS, the City Plan Commission held a Public Hearing thereon pursuant to proper notice given on December 16th, 2024, and

WHEREAS, the City Plan Commission approved the application finding the CUP complies with the following affirmative findings of fact:

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

NOW, THEREFORE, BE IT RESOLVED, that the Zoning Administrator, is hereby authorized, to issue a Conditional Use Permit (CUP), at 930 Bayview Drive for the purpose of allowing a second story addition and modification of a fence according to the plans and renderings submitted with the application in the Estate Residential (ER-1) zoning district using Single Family Residential (SR-4) standards, Tax Key ZGB 00026 per the findings of fact and subject to any staff recommendations noted in the file.

Granted by action of the Common Council of the City of Lake Geneva this 13th day of January 2025.

Council Action: ☐ **Adopted** ☐ **Failed** **Vote** _____

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

Todd Krause, Mayor

Date

Attest:

Lacey L Reynolds, City Clerk

Date

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: December 16, 2024

Agenda Item #6

Applicant:

Cabot and Asia Ashwill
930 Bayview Drive
Lake Geneva, WI 53147

Request:

304 S Wells Street
Conditional Use Permit Amendment for
construction of a second-story addition and
replacement of fencing

Description:

The applicant is requesting an amendment to their Conditional Use Permit (CUP) to construct a second-story addition over their existing garage and one-story section of their home. The amendment would also allow for the replacement of a portion of the existing chain-link fence with a wooden split-rail fence that surrounds a tennis court. The tennis court is located partially on the subject property and partially on the neighboring property to the east. The applicant proposes only to replace the portion of the fence located on their property. The wire fence surrounding the tennis court on the adjoining property will remain in place.

The property is located in the Estate Residential ER-1 zoning district, and the existing home utilizes certain SR-4 zoning standards, per Section 98-407(3). All surrounding properties are also zoned ER-1. No changes to the building footprint are proposed.

Staff Review:

The replacement wooden open/split rail fence will be three feet in height, which is shorter than the existing five-foot tall chain-link fence. The proposed fence complies with zoning code requirements, and Staff feels that the proposed fence uses higher quality material and will be more attractive as viewed from the street.

The existing home utilizes SR-4 zoning district standards. As no changes are proposed to the building footprint, no additional use of SR-4 requirements has been requested. The proposed second-story addition meets the maximum height requirements in the ER-1 district. 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 CUPs; 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 in disagreement with at least one of Factors 1-6 listed above.

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 Amendment for Cabot and Asia Ashwill, at 930 Bayview Drive, Lake Geneva, on a request for a second-story addition and fence replacement in the Estate Residential (ER-1) zoning district for the property located at 930 Bayview Drive, Parcel No. ZGB00026*, including the affirmative set of findings, and any additional conditions of approval recommended by staff.
- *Deny:* I recommend denial of the proposed *Conditional Use Permit Amendment for Cabot and Asia Ashwill, at 930 Bayview Drive, Lake Geneva, on a request for a second-story addition and fence replacement in the Estate Residential (ER-1) zoning district for the property located at 930 Bayview Drive, Parcel No. ZGB00026*, 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*



KELLY C FRAZIER DESIGN, LLC

December 2, 2024

Ms. Jackie Mich
Vandewalle & Associates
City of Lake Geneva
626 Geneva Street
Lake Geneva, WI 53147

RE: APPLICATION FOR CONDITIONAL USE IN ER-1 DISTRICT
NEW SECOND STORY ADDITION TO EXISTING FOOTPRINT
NEW FENCE TO REPLACE EXISTING FENCE
FOR
MR. and MRS. Cabot and Asia Ashwill
930 Bayview Drive, Geneva Bay Estates
LAKE GENEVA, WISCONSIN 53147

Dear Jackie, City Staff and Members of the Plan Commission:

Cabot and Asia Ashwill at 930 Bayview Drive in the Geneva Bay Estates Subdivision in the City of Lake Geneva wish to add a second-story addition over existing garage and existing one-story section of house, thus extending the existing second story of home. They are also requesting to replace an existing 5' high wire fence at existing tennis court adjacent to street with a 3' high white composite wood open rail fence and extend around corner of tennis court where existing wired fence was removed due to collapse. The new fence will have low-growing shrubs and plantings in landscape bed on the street side of the fence with the closest point of fence 6.1' from street property line. The proposed second floor addition will be built over the existing footprint of the home, therefore, no greater encroachment into required setbacks than what currently exists is requested. The new fence will be replacing an existing fence that is currently in disrepair which will enhance the property and neighborhood.

The **Property** is PT of Lot 26 TRACT 1 Geneva Bay Estates located in the City of Lake Geneva. Also Com in N LN Bayview Dr where the lot LN between Lots 26 & 27 inter SD Drive, NWLY 165.66' to WLY COR SD Lot 27, NELY 45.825', SELY to PT IN N LN SD Drive which is 60.06' in NELY Direction from POB, SWLY 60.06' to POB, City of Lake Geneva and is designated as Tax Key # ZGB 00026

Under the Lake Geneva Zoning Ordinance, the property is zoned ER-1, Estate Residential District. This lot is legally substandard under the bulk requirements of the ER-1 District in that the lot area is 25,179.56 square feet (0.57 acres). The existing home is considered legally non-conforming since it does not meet the setback requirements of the ER-1 Zoning District or the SR-4 setbacks which requires 25' at street and 75' to navigable creek on the southwest property line. The existing lot and home's location is "grandfathered" as it was built prior to adoption of the current zoning designation and will be an amendment to a previous conditional use issued approximately April 2017.

Under the Zoning Ordinance 98.407(3)(a), Existing Single Family Residences on legal substandard lots within the ER-1 Zoning District can be added/remodeled upon approval of a Conditional Use per all the zoning requirements of the SR-4 Zoning District, EXCEPT Landscape Surface Ratio (LSR) minimum, which shall remain 60% per ER-1 requirement.

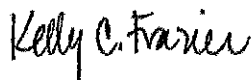
Per Interim Zoning administrator/consultant, Jackie Mich's preliminary review, since the proposed addition and fence replacement does not reduce the amount of greenspace that currently exists, existing impervious lot/building coverage is allowed to remain (LSR 54.1% is less the 60% minimum required), and a storm water management plan is not required per Section 98.407(3)(b) but may still be reviewed by city engineer.

For the proposed conditional use as described above, submittal includes the following:

- **Development Review Committee Application (DRC)**
 - **Application for Conditional Use** and required fee \$100.00 per 98-408er Section 98-408(3)(a)
 - **Agreement for Services**, signed by the Owner.
- A. **Lake Geneva Zoning Map showing location of Subject Property for Conditional Use** with zoning district enlarged map of subdivision and map of properties within 300' of subject property (Walworth County Property Map)
- B. **Existing Plat of Survey of Subject Property and proposed Plat of Survey (certified)** showing existing buildings, driveway, lot dimensions, graphic scale, and north arrow and proposed fence and landscaping.
- C. **Proposed Architectural Site Plan of Subject Property with designation of the area of second floor addition over existing footprint and location of fence with landscaping** with all lot dimensions, existing and proposed landscape/hardscape plan
Proposed Plans and Elevations for Second Floor Addition
- D. **Written Justification of the proposed Conditional Use (Application Section III)**

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

Sincerely,



Kelly C. Frazier
Kelly C. Frazier Design, LLC

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 930 Bayview Drive, Geneva Bay Estates, Lake Geneva, WI 53147
Applicant name Cabot & Asia Ashwill
Applicant email cabot@lifespringefc.org Phone Number (224) 436-2309
Architect/Contractor/Designer Name Kelly C Frazier Design, LLC, Kelly Frazier, Cardinal Survey/Engineer
Architect/Contractor/Designer Email kelly@kcfdesignllc.com Phone Number Kelly 262-215-0586
brad@cardinalengineeringwi.com Cardinal: 262-757-8778
Type of Construction: New _____ Addition x Remodel x (yard -fence replacement)
Type of Development: Single-family _____ Multi-family _____ Commercial _____ Industrial _____
Type of Business n/a

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 Not requested due to no change to building coverage or reduction to existing LSR of 54.1%
 - As-built/certification notification
- Erosion control plan provided? YES / NO To provide if requested for permitting
- Wetlands, floodplains, environmental corridors, groundwater Identified. YES / NO
- Utility Plans Provided
 - Watermain
 - Sanitary Sewer
 - Storm Water
- Is a Land Division required? YES / NO
- Access points and dimensions shown? YES / NO
 - WISDOT Right-of-way?
 - County Right-of-way?
- Estimated Traffic impacts _____
 - Traffic Study Required YES / NO
 - Traffic Control Plan Required YES / NO
 - Will construction affect street parking or intersections? YES / NO

- Paving Materials, Typical Sections? YES / NO
- WDNR Notice of Intent required? (Land disturbance more than 1 acre)? YES / NO
- Watermain extension required? YES / NO
- Sanitary sewer extension required? YES / NO
- SEWRPC Service Area Amendment needed? YES / NO
- Is a Chapter 30 Permit (wetland/waterway) required? YES / NO
- Proposed building/expansion dimensions Addition does not expand current footprint or LSR
- 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? n/a
- Detailed property Site Plan? YES / NO Date of Plan: Existing plat of survey 9/24/24 & Proposed site plan 11/07/24
- Green Space Calculations (Existing vs. Proposed) YES / NO No change to green space/LSR
- Are landscape plans provided? YES / NO new plantings/shrubs shown on proposed site plan
- 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: N/A

- 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: N/A

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

APPLICATION FOR CONDITIONAL USE
City of Lake Geneva

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

930 Bayview Drive, Tax Id: ZGB 00026 Legal description: PT. Lot 26 TRACT 1 Geneva Bay Estates located in the City of Lake Geneva. Also Com in N LN Bayview Dr where the lot LN between Lots 26 & 27 inter SD Drive, NWLY 165.66' to WLY COR SD Lot 27, NELY 45.825', SELY to PT IN N LN SD Drive which is 60.06' in NELY Direction from POB, SWLY 60.06' to POB, City of Lake Geneva

Name and Address of Current Owner: _____

Cabot Ashwill & Joanna (Asia) Ashwill; ETAL 3161 Cameron Park Dr, Cameron Park, CA 95682

Telephone No. with area code & Email of Current Owner: Cabot & Asia Ashwill (224) 436-2309

Email: Cabot Ashwill cabot@lifespringefc.org or asiaashwill@gmail.com

Owner Signature: x SEE ATTACHED OWNER SIGNATURE PAGE

Name and Address of Applicant:

Cabot Ashwill & Joanna Ashwill; ETAL 3161 Cameron Park Dr 205, Cameron Park, CA 95682

Kelly C Frazier Design LLC, 141 N. Water St Unit 33, Milwaukee, WI 53202

Telephone No. with area code & Email of Applicant: Cabot & Asia Ashwill, See above

Kelly Frazier, ph: 262-215-0586, email: kelly@kcfdesignllc.com

Proposed Conditional Use: Property is located in the ER-1 zoning district but is considered a legal substandard property, therefore, per Section 98-407(3)(a), any additions, structures, or paved areas allows permission to use setbacks, bldg coverage, and height provisions of the SR-4 zoning & LSR of 60% per the ER-1 district with a review and approval conditional use permit. Existing home is a legally non-conforming structure that is allowed to remain as long as additions will not make the encroachment into setback worse.

Zoning District in which land is located: ER-1 Estate Residential

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

Kelly Frazier, Kelly C Frazier Design, LLC, 141 N. Water St. Unit 33, Milwaukee, WI 53202

Cardinal Survey/Engineer, 526 S. Wells St, Lake Geneva, WI 53147

Short statement describing activities to take place on site:

New second story addition proposed to be built over the existing one-story portion of existing home (over 2-stall garage and portion of 1st floor primary bedroom) which extend the existing second story of home. Addition will not make footprint of home any larger than the existing footprint or home.

New 3' high open rail metal fence at streetside perimeter of the tennis court to replace the 5' high (approx) wire fence in disrepair. Fence to be extended where fence existed previously but removed due to collapse. Low growing shrubs & planting beds will be built adjacent to fence for screening at street side

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

11/07/24

Date

X SEE ATTACHED OWNER SIGNATURE PAGE

Signature of Applicant

APPLICATION FOR CONDITIONAL USE

City of Lake Geneva

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

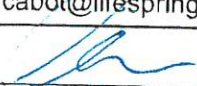
930 Bayview Drive, Tax Id: ZGB 00026 Legal description: PT. Lot 26 TRACT 1 Geneva Bay Estates located in the City of Lake Geneva. Also Com in N LN Bayview Dr where the lot LN between Lots 26 & 27 inter SD Drive, NWLY 165.66' to WLY COR SD Lot 27. NELY 45.825'. SELY to PT IN N LN SD Drive which is 60.06' in NELY Direction from POB, SWLY 60.06' to POB, City of Lake Geneva

Name and Address of Current Owner:

Cabot Ashwill & Joanna Ashwill; ETAL 3161 Cameron Park Dr, Cameron Park, CA 95682

Telephone No. with area code & Email of Current Owner: Cabot & Asia Ashwill (224) 436-2309

Email: Cabot Ashwill cabot@lifespringefc.org or asiaashwill@gmail.com

Owner Signature: 

Name and Address of Applicant:

Cabot Ashwill & Joanna Ashwill; ETAL 3161 Cameron Park Dr 205, Cameron Park, CA 95682

Kelly C Frazier Design LLC, 141 N. Water St Unit 33, Milwaukee, WI 53202

Telephone No. with area code & Email of Applicant: Cabot & Asia Ashwill, See above

Kelly Frazier, ph: 262-215-0586, email: kelly@kcfdesignllc.com

Proposed Conditional Use: Property is located in the ER-1 zoning district but is considered a legal substandard property, therefore, per Section 98-407(3)(a), any additions, structures, or paved areas allows permission to use setbacks, bldg coverage, and height provisions of the SR-4 zoning & LSR of 60% per the ER-1 district with a review and approval conditional use permit. Existing home is a legally non-conforming structure that is allowed to remain as long as additions will not make the encroachment into setback worse.

Zoning District in which land is located: ER-1 Estate Residential

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

Kelly Frazier, Kelly C Frazier Design, LLC, 141 N. Water St. Unit 33, Milwaukee, WI 53202
Cardinal Survey/Engineer, 526 S. Wells St, Lake Geneva, WI 53147

Short statement describing activities to take place on site:

New second story addition proposed to be built over the existing one-story portion of existing home (over 2-stall garage and portion of 1st floor primary bedroom) which extend the existing second story of home. Addition will not make footprint of home any larger than the existing footprint or home.

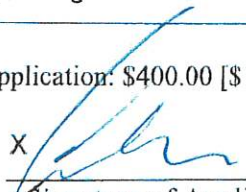
~~New 3' high open rail metal fence at streetside perimeter of the tennis court to replace the 5' high (approx) wire fence in disrepair. Fence to be extended where fence existed previously but removed due to collapse. Low growing shrubs & planting beds will be built adjacent to fence for screening at street side~~

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

11/7/24

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.

Cabot Ashwill _____, as applicant/petitioner for

Project:

Ashwill Residence

Project Address:

930 Bayview Drive, Lake Geneva, WI 53147

Parcel No.

ZGB 00026

Name:

Cabot & Asia Ashwill

Address:

3161 Cameron Park Dr, Cameron Park, CA 95682

Cell Phone: (224) - 436 - 2309

Phone: () - -

Email: cabot@lifespringefc.org or asiaashwill@gmail.com

Dated this 07 Day of 11, 20 24

☒ CABOT ASHWILL (owner)

Printed Name of Applicant / Petitioner

☒ SEE ATTACHED OWNER SIGNATURE PAGE

Signature of Applicant/Petitioner

_____ 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.

Project: Cabot Ashwill, as applicant/petitioner for
Aswill Residence
Project Address: 930 Bayview Drive, Lake Geneva, WI 53147
Parcel No. ZGB 00026
Name: Cabot & Asia Ashwill & Joanna Ashwill; ETAL
Address: 3161 Cameron Park Dr, Cameron Park, CA 95682

Cell Phone: (224) - 436 - 2309 Phone: () - -

Email: cabot@lifespringefc.org or asiaashwill@gmail.com

Dated this 7 Day of November, 20 24

X Cabot N Ashwill

Printed Name of Applicant / Petitioner

X [Signature]

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;**

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

III. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

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

See attached submittal packet

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

See attached submittal packet

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

See attached submittal packet

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

See attached submittal packet

5. Is the proposed conditional use located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property?

See attached submittal packet

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

See attached submittal packet

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

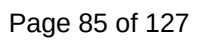
_____ Receipt of 1 full scale copy in blue/line or black/line
of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____

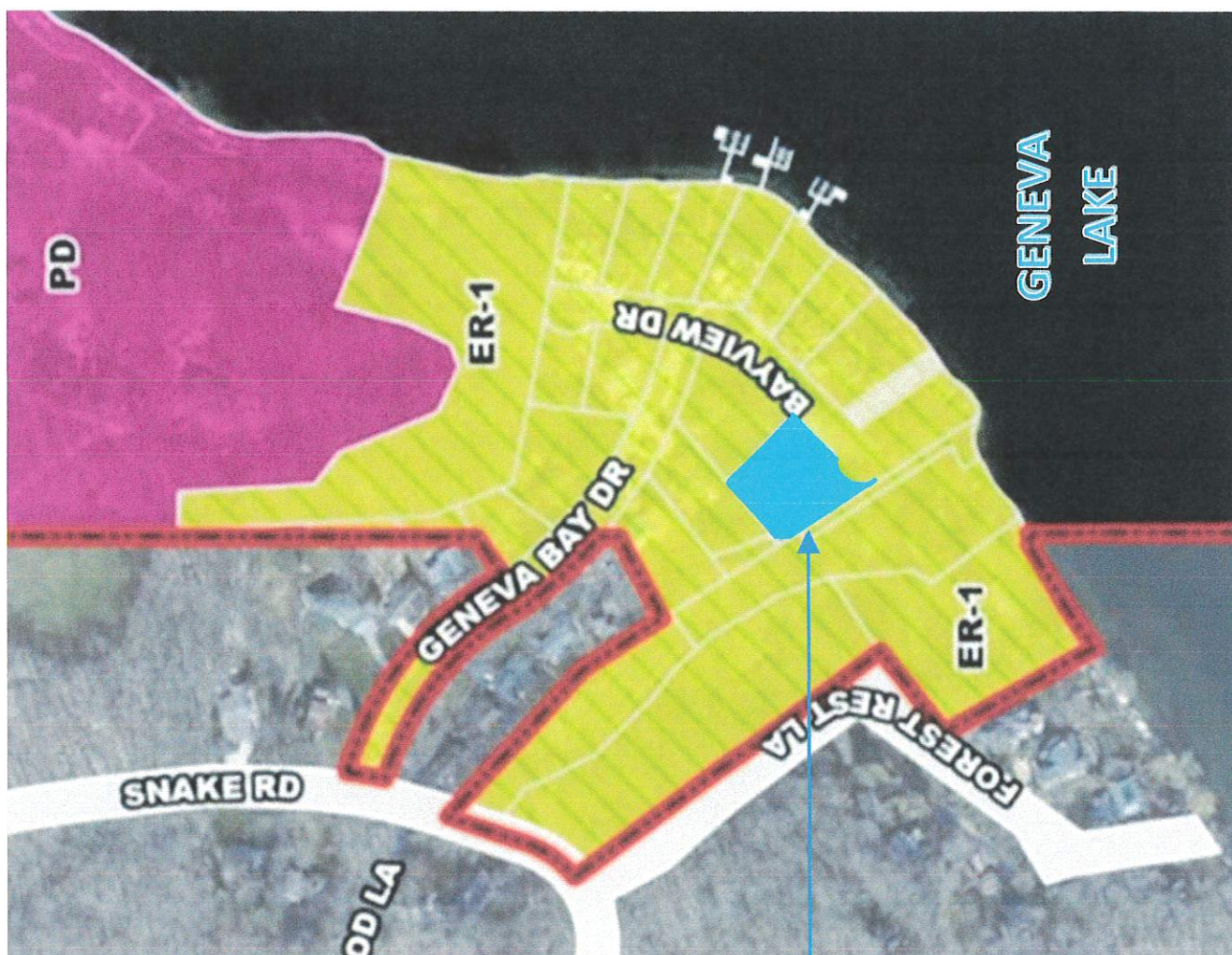
_____ Receipt of 8 reduced (8.5" by 11" text and 11" x 17" graphics)
copies of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____

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

**A. MAPS OF PROPOSED CONDITIONAL USE
(LAND USE MAP OF CITY OF LAKE GENEVA)
(ENLARGED LAND USE MAP)
(WALWORTH COUNTY PROPERTY MAP)**

930 Bayview Drive
Geneva Bay Estates





Enlargement

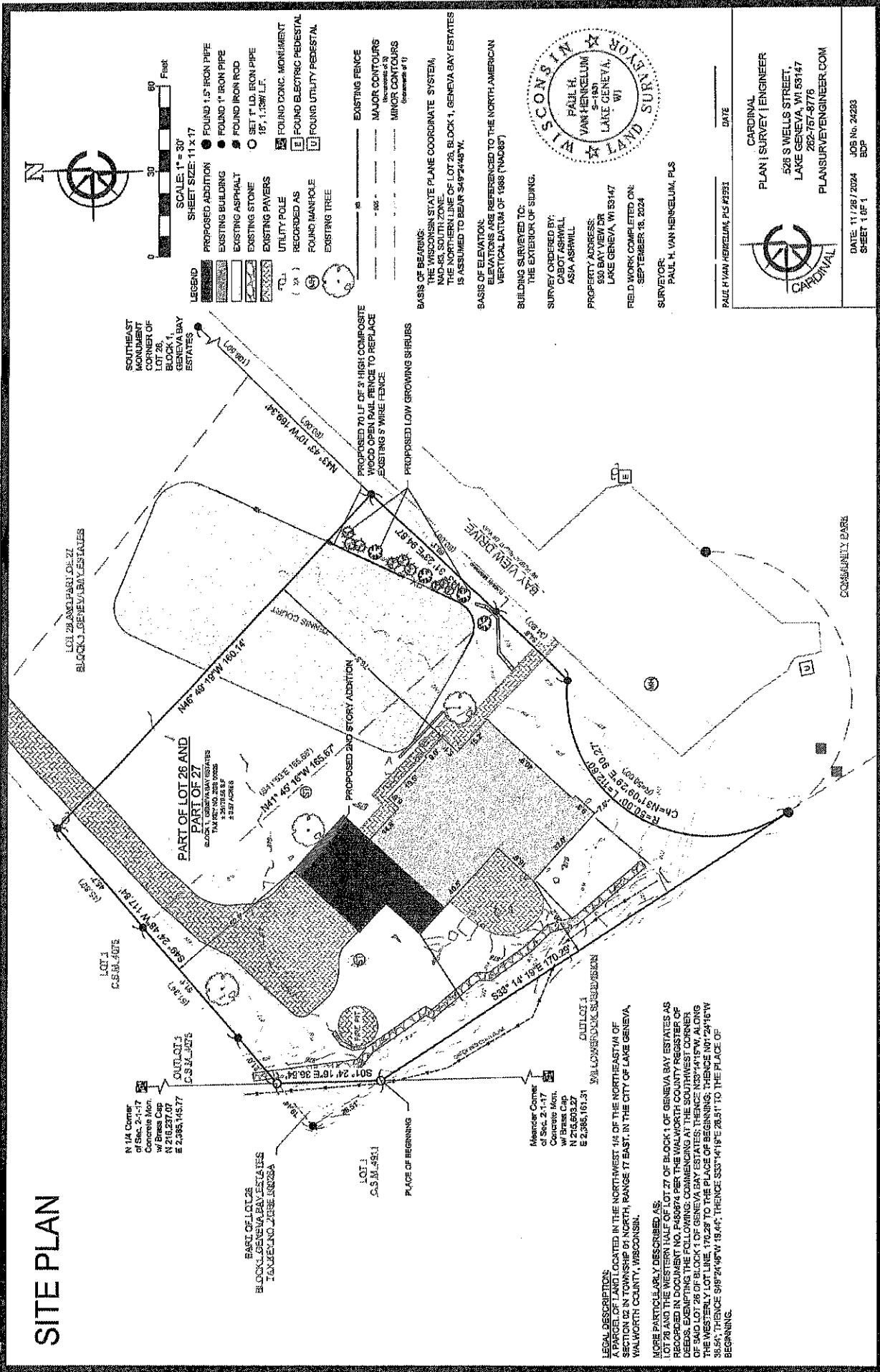
Ashwill Residence

930 Bayview Drive
Geneva Bay Estates

WALWORTH COUNTY PROPERTY MAP

**B. EXISTING PLAT OF SURVEY OF SUBJECT SITE
&
PROPOSED PLAT OF SURVEY OF SUBJECT SITE**

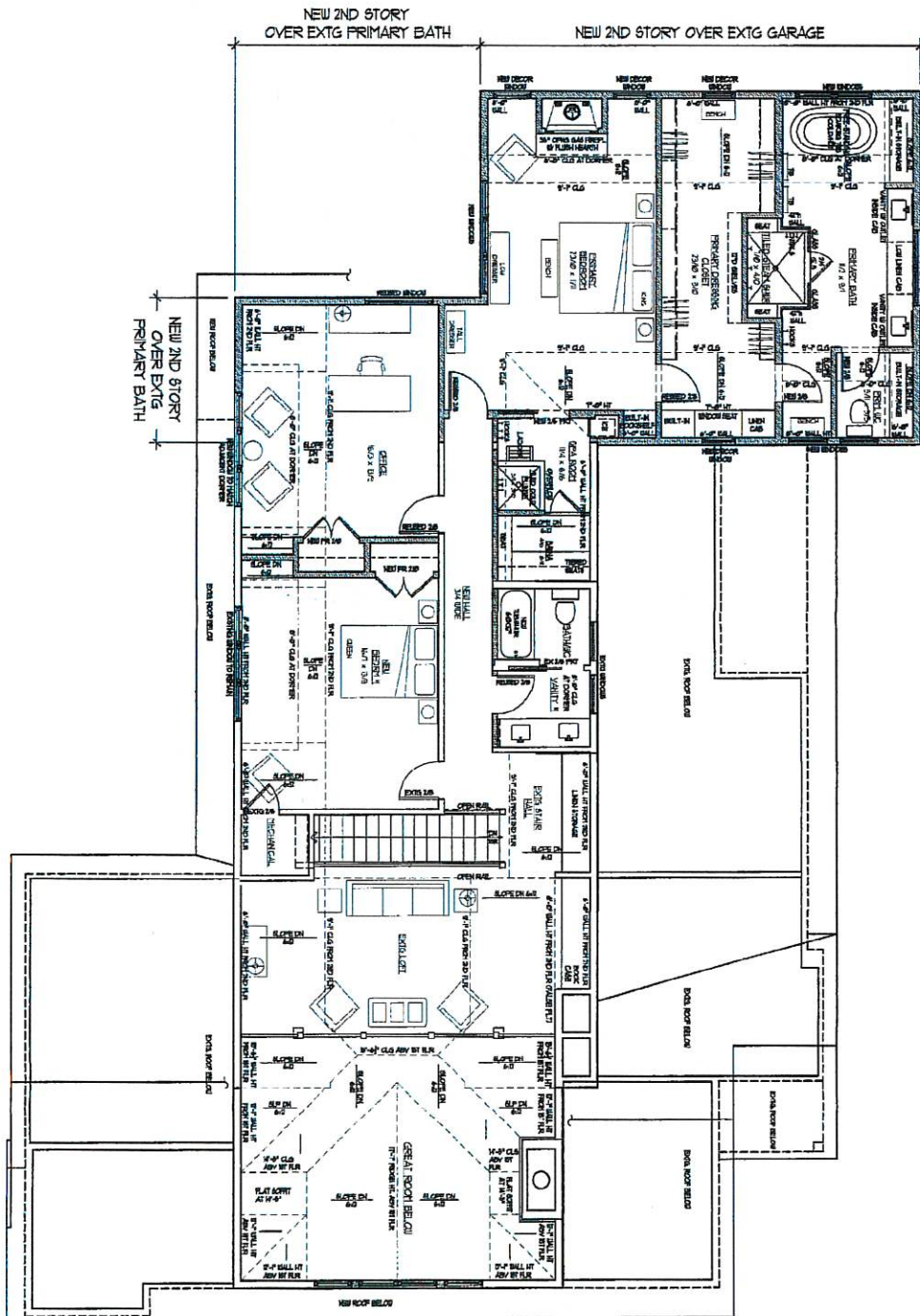
SITE PLAN



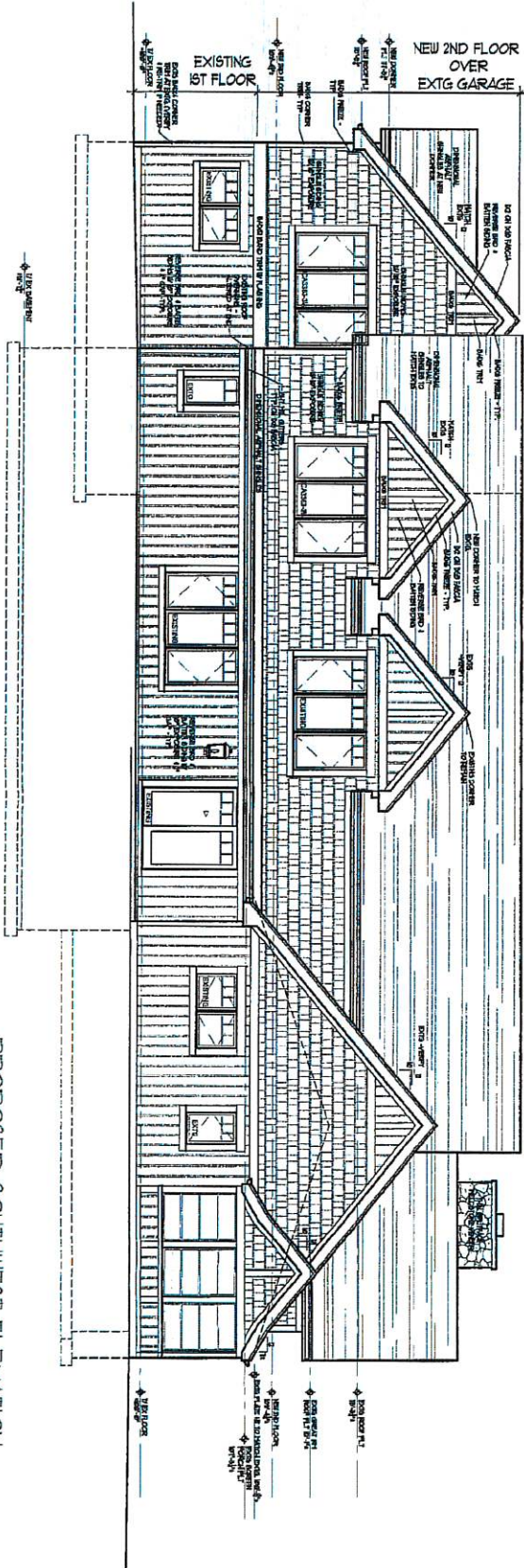
**C. ARCHITECTURAL SITE PLAN,
WITH PROPOSED SECOND-STORY ADDITION,
FENCE REPLACEMENT WITH LANDSCAPING,
AND
PROPOSED PLAN & ELEVATIONS FOR
2nd FLOOR ADDITION**



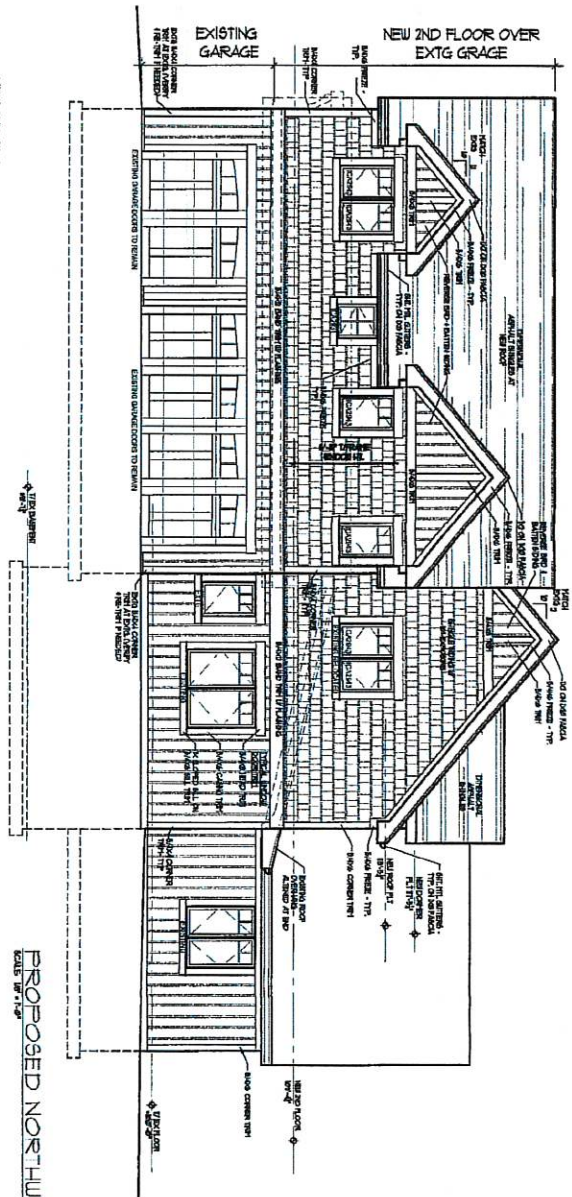
PROPOSED SECOND FLOOR PLAN



		KELLY S. SHANER LICENSED ARCHITECT 141 N. WATSON ST. MILWAUKEE, WI 53233 PH: 588.2110 WWW.KCFCONSULTING.COM	
SECOND STORY ADDITION CABOT & ASIA ASHWILL 930 BAYVIEW DRIVE LOT 26 BAYVIEW ESTATES LAKE GENEVA, WISCONSIN IN WALWORTH COUNTY		REVISIONS 2024.07	
DATE: 8/7/24 SHEET: A2		DRAWN BY: [blank] CHECKED BY: [blank] CONSTRUCTION: [blank]	



PROPOSED SOUTHWEST ELEVATION



PROPOSED NORTHWEST ELEVATION

KCF
KELLY C. FRAZIER
ARCHITECT
1414 N. UNIVERSITY ST.
SUITE 200
WISCONSIN, WI 53090
TEL: 414.224.1111
WWW.KCFARCHITECT.COM

SECOND STORY ADDITION
CABOT & ASIA ASHWILL
930 BAYVIEW DRIVE
LOT 26 BAYVIEW ESTATES
LAKE GENEVA, WISCONSIN IN WALWORTH COUNTY

PROJECT NO.
2024.07

REVISIONS

DATE
10/21/24

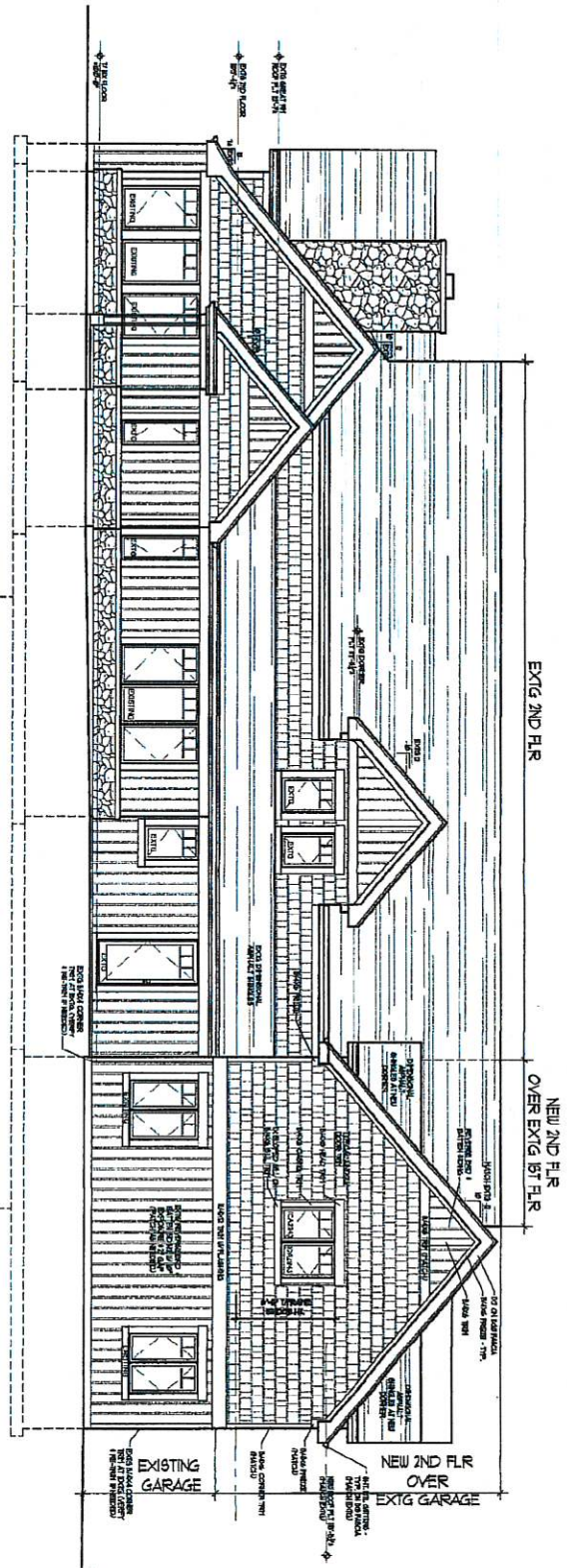
SHEET
A4

LEGEND

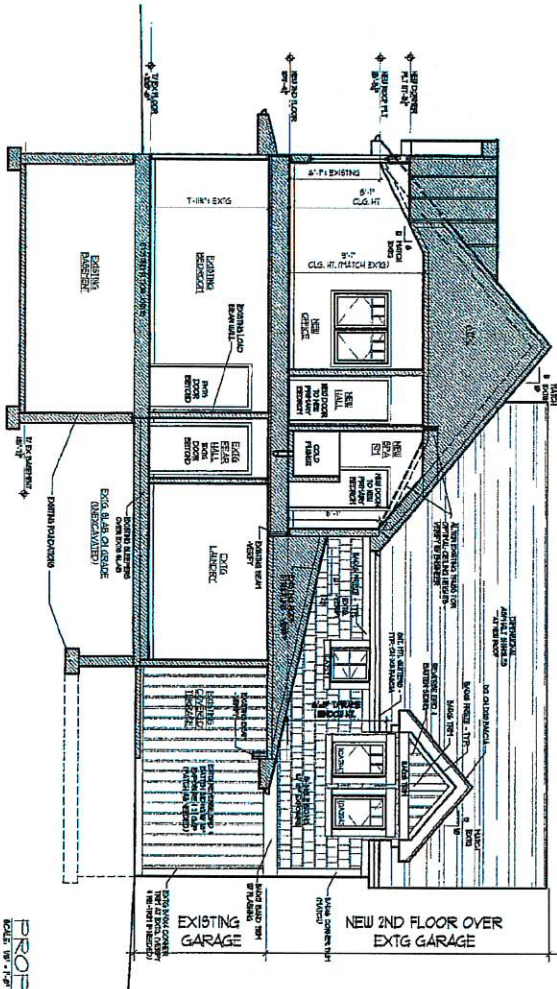
■ EXISTING
□ NEW

CONSTRUCTION

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



PROPOSED NORTHEAST ELEVATION
SCALE: 1/4" = 1'-0"



PROPOSED SOUTHEAST ELEVATION / SECTION
SCALE: 1/4" = 1'-0"

	KELLY CRYSTAL 141 N. WATKINS ST. SUITE 200 WILMINGTON, DE 19801 (302) 426-1234 WWW.KCFPLANNING.COM	PROJECT NO. 2024.07	DATE 08/04	BY A5
	SECOND STORY ADDITION CABOT & ASIA ASHWILL 930 BAYVIEW DRIVE LOT 26 BAYVIEW ESTATES LAKE GENEVA, WISCONSIN IN WALWORTH COUNTY	THESE VOLUMES 1. PERMIT APPLICATION 2. PERMIT 3. CONSTRUCTION	DATE 08/04	BY A5



D. PROPOSED FENCE STYLE (Example)



3'-0" high white composite wood open rail fence (or similar)

E. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE
(Conditional Use Application Section III)

**PROPOSED SECOND STORY ADDITION W/ FENCE & LANDSCAPING TO EXISTING RESIDENCE
for**

**MR. and MRS. CABOT & ASIA ASHWILL
930 BAYVIEW DRIVE
GENEVA BAY ESTATES
LAKE GENEVA, WISCONSIN 53147**

- 1. The proposed conditional use requests of the subject property in Geneva Bay Estates Subdivision will still maintain the residential use and allowable provisions for a fence typical to residential use for which it was intended. We believe this is in keeping with the harmony of the Lake Geneva Comprehensive Plan, zoning ordinance adopted with all amendments.**
- 2. The Subject Property is zoned ER-1 located in Geneva Bay Estates Subdivision. Since the creation of these lots were subdivided prior to the ER-1 designation, many of the existing lots do not meet the current ER-1 Residential Bulk Requirements. *Therefore, per Zoning Ordinance 98.407 Substandard Lot Regulations were adopted to allow special considerations for the lots that do not meet the ER-1 Residential Bulk Requirements.* Under the Zoning Ordinance Section 98.407(3)(a) & (b), existing Single Family Residences on legal substandard lots within the ER-1 Zoning District can be added/remodeled upon review and approval of a Conditional Use per all the zoning requirements of the SR-4 Zoning District, EXCEPT Landscape Surface Ratio (LSR) minimum, which shall remain 60% per ER-1 requirement.**

The SR-4 Zoning District allows for a minimum Lot Area of 9,000 square feet, a minimum lot width of 75', a minimum street frontage of 50', street setback of 25', rear setback of 30', and side lot line setback of 6' minimum with a total combined side yard setback of 15', maximum building coverage of 40% and maximum building height of 35'. The existing home is considered legally non-conforming since it does not meet the setback requirements of the ER-1 Zoning District or the SR-4 setbacks which requires 25' setback at street and 75' to navigable creek on the southwest property line. The existing lot and home's location is "grandfathered" as it was built prior to adoption of the current zoning designation and will be an amendment to a previous conditional use approved approximately April 2017. *Since the proposed second floor addition will be built over the existing footprint of the home, no greater encroachment into required setbacks than what currently exists is requested. The composite wood open rail fence will only be 3' high which replaces an existing wire fence that is approximately 5' tall and in a state of disrepair. Replacement of this fence will serve the tennis court use and will surely be an improvement to the property and neighborhood to what is currently there now.*

Per the plans and area calculation of the existing residence and impervious surfaces as shown on the existing plat of survey, the existing LSR is 54.1% which is less the 60% min. required but allowed to remain per previous conditional use. The LSR remains the same since no additional impervious surface is being added and the addition will be over the existing footprint of the house. Therefore, no storm water management was deemed necessary.

As described above and depicted in the plan submittal, the proposed conditional use request does not change existing conditions that have been allowed to exist. The special consideration for the subject property, therefore, is in harmony with the purposes, goals, objectives, policies, and standards of the City of Lake Geneva.

3. The granting of approval of this proposed Conditional Use would not be a substantial detriment to the adjacent properties because the proposed second floor addition will be built over existing footprint of home thus not making any encroachment more than what currently exists and will not exceed any height limitations required for SR-4. Current impervious surfaces remain the same therefore does not change any drainage patterns as what exists currently. Also, the new fence proposed will be 3' tall which is lower than what currently exists and allowed in the street yard. ***Therefore, we do not feel that this request will not adversely affect the health, safety or general welfare of the public, or the provisions of the Zoning Ordinance or Comprehensive Master Plan.***
4. The proposed **Conditional Use** would be following the long-range plans of the **City of Lake Geneva** in that it would maintain this property as a high-quality single family residential use. Homes have been built in this area in recent years and others have been remodeled and upgraded. ***All proposed changes to home and property are in keeping and maintaining quality single family residences at the current density was the original intention in the creation of the ER-1 District in these lake access areas.***
5. The **Subject Property** is currently served by City sanitary sewer and water, electric and gas. The proposed additions and fence replacement with landscape beds do not impact any changes to these facilities that currently are utilized. ***Since impervious surfaces and building area will not change from what exists currently, we feel this project would not impose an undue burden on any improvements, utilities or services provided by public agencies serving the subject property.***
6. **Single Family Residences** are a permitted use within the **ER-1 Estate Residential District** and are in keeping with the intent of the **Master Plan of the City of Lake Geneva**. This lot, like many of the properties in Geneva Bay Estates subdivision, does not currently meet the **Bulk Residential Requirements** of the ER-1 District. ***Therefore, per Zoning Ordinance 98.407 Substandard Lot Regulations were adopted to allow special considerations for the lots that do not meet the ER-1 Residential Bulk Requirements but require review and approval of Conditional Use for any improvements. The proposed construction of second-story addition to the existing footprint of the home and proposed fence replacement with landscaping meet and is allowed per the zoning requirements per Section 98-407(3)(a)&(b) we believe that approval of this Conditional Use would have little or minimal impact to the public benefits or adverse impact since it is not a change from what is currently allowed.***

RESOLUTION OF THE COMMON COUNCIL			
Resolution authorizing the amendment of a Conditional Use Permit (CUP) , to expand the Outdoor Commercial Entertainment land use and remove the Limited Conditional Use status in the General Business (GB) zoning district for the property located at 304 S. Wells St and 421 Baker St, Parcel No. ZA452900001			
Committee:	Plan Commission approved December 16 th , 2024		
Fiscal Impact:	N/A		
File Number:	25-R04	Date:	January 9, 2025

WHEREAS, the City Plan Commission has considered the application of amendment for the Conditional Use Permit (CUP) to expand the Outdoor Commercial Entertainment land use and remove the Limited Conditional Use status in the General Business (GB) zoning district for the property located at 304 S. Wells St and 421 Baker St, Parcel No. ZA452900001, and

WHEREAS, the City Plan Commission held a Public Hearing thereon pursuant to proper notice given on December 16th, 2024, and

WHEREAS, the City Plan Commission approved the application finding the CUP complies with the following affirmative findings of fact:

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

WHEREAS, the City Plan Commission has recommended the following conditions:

1. Side A amplified sound shall be permitted Fridays, Saturdays, and Sundays only.
2. Side A amplified sound shall cease by 9:00 PM each of the permitted days.
3. This amendment shall be reviewed in one year.

NOW, THEREFORE, BE IT RESOLVED, that the Zoning Administrator, is hereby authorized, to issue a Conditional Use Permit (CUP) amendment to the Conditional Use Permit (CUP) for the purpose of expanding the Outdoor Commercial Entertainment land use allowing amplified sound in Side A shown on the attached Exhibit 1 and removing the Limited Conditional Use status in the General Business (GB) zoning district for the property located at 304 S. Wells St and 421 Baker St, Parcel No. ZA452900001 per the findings of fact and the additional conditions stated above.

Granted by action of the Common Council of the City of Lake Geneva this 13th day of January 2025.

Council Action: ☐ **Adopted** ☐ **Failed** **Vote** _____

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

Todd Krause, Mayor

Date

Attest:

Lacey L Reynolds, City Clerk

Date

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: December 16, 2024

Agenda Item #7

Applicant:

Maxwell Mansion, LLC
304 S. Wells Street
Lake Geneva, WI 53147

Request:

304 S Wells Street
Conditional Use Permit Amendment
Outdoor Commercial Entertainment

Description:

The applicant is seeking to amend the Conditional Use Permit (CUP) on the property at 304 S. Wells Street. This property is known as the Maxwell Mansion and is a hotel and event venue.

The current CUP, approved in 2021, prohibits amplified music or use of public announcement system in the front or street-side yards of the property, closest to Baker Street. The proposed CUP amendment would allow for amplified sound to be used in these areas. It would also remove the “Limited” status of the CUP, meaning that the CUP would be permanent and not subject to annual review by the City.

The Limited CUP issued in 2021 included the following conditions of approval:

- *Amplification of sound is permitted only in “B” areas, as depicted on the site plan.*
- *Only acoustic music permitted in “A” areas, as depicted on the site plan.*
- *Use shall comply with Municipal Code 46-4 Loud and unnecessary noises.*
- *Use shall comply with Zoning Ordinance 98-709 Noise Standards.*
- *Review of the Limited Conditional Use Permit 1 year after issuance.*

The applicant is not proposing any changes to the buildings or site – including parking, traffic circulation, architectural design, landscaping, or lighting.

The property is zoned General Business (GB). Properties to the east and southwest are zoned Multi-Family Residential – 8 (MR-8). Properties to the north across Cass Street are zoned GB. Properties to the south across Baker Street are zoned MR-8 and Planned Development.

Justification for CUP Amendment

The applicant has provided a written justification for the expansion of amplified sound in the front lawn. As the Maxwell Mansion is used primarily for weddings and receptions, the applicant states that amplified music is a common request by event organizers. The applicant notes that noise generated from events is “generally short-lived” and is anticipated to be no louder than the music coming from Flat Iron Park during concerts or that residential neighbors play outside during warmer months.

Justification for the removal of the “Limited” status of the CUP was included as well. The Limited CUP status was part of the original approval in 2021. The Limited CUP was utilized because the City wished to approve the use on a trial basis without approving it permanently. The 2021 CUP required that the Limited CUP be reviewed one year after issuance. This would allow the City to consider whether the benefits of the use outweighed any negative impacts. Staff does not know whether this annual review has occurred. The applicant feels that the past four years of operation have been a successful trial and that the “Limited” status should be removed and replaced with a permanent CUP. The applicant states that while they are not looking to sell the business or property, the “Limited” status impacts appraisals and various financial needs.

Staff Review:

The submitted site plan is consistent with the site plan approved as part of the 2021 CUP. The site plan includes the main Mansion building, two lodging buildings, parking areas, and designated “general use” areas. The site plan labels these general use areas as “A” for the front/street-side yards near Baker Street and “B” for the rear and interior yards. As stated above, amplification of sound is currently permitted only in “B” areas, and it is not permitted “A” areas. The applicant is now proposing to allow for amplified sound in the “A” areas, in addition to in the “B” areas where it is already permitted. Acoustic (i.e., not amplified) sound is currently permitted in both “A” and “B” areas.

Allowing amplified music in the “A” areas will primarily affect the condominiums to immediately to the west and the properties to the south across Baker Street. These properties are partially screened by tall vegetation on the west and south sides of the Maxwell Mansion property. All sound in the City – amplified or otherwise – is subject to the Noise Standards in Section 98-709. This means that sound generated on the property cannot exceed 5 decibels over ambient noise levels. For example, if ambient noise in the area is 40 decibels (common for a residential area at night), then the amplified sound must not exceed 45 decibels.

Staff contacted the Lake Geneva Police Department to determine if there have been any noise complaints or nuisance calls since the use has begun. Based on the logs provided by the LGPD, none of the calls to 304 S. Wells Street have been regarding any sort of nuisance – noise or otherwise.

Staff feels that due to the small size of the “A” areas for which amplified music is proposed, the lack of police activity, and the anticipated short timeframe of the amplified sounds, amplified sounds in area “A” could be acceptable without creating a sustained nuisance for the surrounding area. However, public testimony at the public hearing may shed light on additional issues not known to Staff. If such issues arise during the public hearing, the Plan Commission could consider adding conditions of approval to the CUP. Conditions of approval could pertain to limiting the duration of the amplified sound (e.g., no more than 30 minutes per day), allowable days of the week (e.g., weekends only), hours (e.g., no later than 10 p.m.), etc.

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 in disagreement with at least one of Factors 1-6 listed above.

Staff Recommendation:

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

Suggested Motions:

- *Approve: I recommend approval of the proposed Conditional Use Permit Amendment for Maxwell Mansion, LLC, at 304 S. Wells St, Lake Geneva, on a request to expand the Outdoor Commercial*

Entertainment land use and remove the Limited Conditional Use status in the General Business (GB) zoning district for the property located at 304 S. Wells Street, Parcel No. ZA45290000, including the affirmative set of findings, and any additional conditions of approval recommended by staff.

- *Deny: I recommend denial of the proposed Conditional Use Permit Amendment for Maxwell Mansion, LLC, at 304 S. Wells St, Lake Geneva, on a request to expand the Outdoor Commercial Entertainment land use and remove the Limited Conditional Use status in the General Business (GB) zoning district for the property located at 304 S. Wells Street, Parcel No. ZA45290000, 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*

APPLICATION FOR CONDITIONAL USE

City of Lake Geneva

Site Address/Parcel No. and full Legal Description required (attach separate sheet if necessary):
304 S Wells St and 421 Baker St - See Exhibit A attached for full legal description and parcel number.

Name and Address of Current Owner: LuMoBay Max, LLC
304 S Wells St. Lake Geneva, WI 53147

Telephone No. with area code & Email of Current Owner: _____
262-755-3654 luke@adventurehospitality.com

Owner Signature: 

Name and Address of Applicant:
Maxwell Mansion, LLC
304 S Wells St. Lake Geneva, WI 53147

Telephone No. with area code & Email of Applicant: _____
262-755-3654 luke@adventurehospitality.com

Proposed Conditional Use: Amendment to Existing Outdoor Commercial Entertainment and
Removing the Limited Conditional Use Restriction

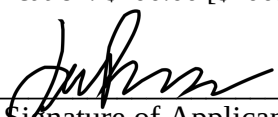
Zoning District in which land is located: General Business

Names and Addresses of architect, professional engineer and contractor of project:
n/a

Short statement describing activities to take place on site:
Amending the existing conditional use as follows:
1) Removing the limited designation from the conditional use permit (CUP) and making it permanent.
2) Allow amplified sound in the front lawn.

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

October 2, 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.

Luke Pfeifer as Authorized Agent of Maxwell Mansion, LLC, as applicant/petitioner for

Project: Maxwell Mansion

Project Address: 304 S Wells St / 421 Baker St

Parcel No. Z452900001

Name: Maxwell Mansion, LLC

Address: 304 S Wells St

Lake Geneva, WI 53147

Cell Phone: (920) - 889 - 0615

Phone: (262) - 248 - 9711

Email: luke@adventurehospitality.com

Dated this 2 Day of October, 2024

Luke Pfeifer as Authorized Agent of Maxwell Mansion, LLC

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 20 final complete applications as certified by the Zoning Administrator, the Applicant shall submit 5 initial draft application packets for staff review, followed by one revised draft final application packet based upon staff review and comments.

Initial Packet (5 Copies to Zoning Administrator)

Date: _____ by: _____

↓

Draft Final Packet (1 Copy to Zoning Administrator)

Date: _____ by: _____

↓

X ____ (a) A map of the proposed conditional use:

- ☒ Showing all lands for which the conditional use is proposed;
- ☒ Showing all other lands within 300 feet of the boundaries of the subject property;
- ☒ Referenced to a list of the names and addresses of the owners of said lands as they appear on the current records of the Register of Deeds of Walworth County (as provided by the City of Lake Geneva);
- ☒ Clearly indicating the current zoning of the subject property and its environs, and the jurisdiction(s) which maintains that control;
- ☒ Map and all its parts are clearly reproducible with a photocopier;
- ☒ Map size of 11" by 17" and map scale not less than one inch equals 800 ft;
- ☒ All lot dimensions of the subject property provided;
- ☒ Graphic scale and north arrow provided.

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

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

See attached Exhibit A

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?

See attached Exhibit A

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

See attached Exhibit A

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

See attached Exhibit B

5. Is the proposed conditional use located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property?
See attached Exhibit A

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

IV. FINAL APPLICATION PACKET INFORMATION

____ Receipt of 5 full scale copies in blueline or blackline
of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____

____ Receipt of 20 reduced (8.5" by 11" text and 11" x 17" graphics)
copies of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____

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

____ Certification of complete Final Application Packet and
required copies to the Zoning Administrator by City Clerk: Date: _____ by: _____

____ Class 2 Legal Notice sent to official newspaper by City Clerk: Date: _____ by: _____

____ Class 2 Legal Notice published on _____ and _____ by: _____

____ Conditional Use recorded with the County Register of Deeds Office: Date: _____ by: _____

(d) Site Plan

See Figure 2. For the parking plan submitted as a part of the existing Conditional Use see, Figure 3.

(e) Written Justification

- 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?**

Lake Geneva is known not only as a tourist destination but also as a wedding and meeting destination. Hundreds of couples celebrate with family and friends and book weddings across the Lake Geneva area every year. Maxwell Mansion and previously Golden Oaks Mansion have been known as a popular upscale and unique wedding venue for decades. These weddings have occurred on the back terrace and the Mansion's front lawn. We remain focused on weddings and groups of under 100 total guests; many want the Mansion's historical front to be the backdrop of their special day or event.

This December, we will celebrate our fourth anniversary of owning Maxwell Mansion. During these four years, we have held well over 100 events. Our events not only focus on tourists but also offer a great venue and space for locals to enjoy. While weddings have been popular at Maxwell for decades, we have significantly grown Maxwell as a venue for corporate groups over the past four years.

The Lake Geneva Comprehensive Plan adopted in March 2020 has numerous recommendations that align well with the continued tradition of outdoor events at Maxwell Mansion. Chapter 9 Section K of the plan identifies the economic development goal as: "Attract and retain businesses that enhance the City's character and appearance and strengthen and diversify the non-residential tax base and employment opportunities."

The events at Maxwell attract tourism to the city and downtown corridor and enhance the community character while providing additional recreational and entertainment options for the residents of Lake Geneva.

Tourism is the heart of Lake Geneva, and our visitors' positive reviews and word of mouth fuel that. Regardless of the circumstances or perceived responsibility, all of us in Lake Geneva, including businesses and residents, must work together to ensure our guests' experiences are positive and uplifting to the area.

- 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?**

Maxwell Mansion has a long and storied history in the Lake Geneva community. The Mansion was built in 1856 by one of the founders of Lake Geneva, Dr. Philip Maxwell. The property has tremendous character for locals and visitors to enjoy. Maxwell exists in its current state because of the revenue it generates as a boutique hotel, upscale craft cocktail bar, and event venue.

The Lake Geneva Comprehensive Plan, updated in March 2020, identified the Cultural Resource Goal in Chapter 4 Section E as: "Preserve and enhance the City's historic small-town character, identity, and rich culture." Holding events such as weddings allows those to be wed and families to celebrate in our community and at one of the community's most prized historical assets. This all while generating revenue to support the history of the Mansion and bring in a positive economic impact to the area.

For the last 20+ years, holding events outdoors has allowed the business to grow while maximizing the property's green and open space. This is congruent with the Foster "Green" Business Growth section of Chapter 9 of the comprehensive plan.

Maxwell Mansion is one of the true gems in Lake Geneva, filled with character and surrounded by opportunity. We are proud to own this unique property, and we continue to focus not only on our family and businesses but also on being good stewards, working together to enhance the vibrant local economy. Events and entertainment are crucial to the property's revenue, allowing us to preserve the Mansion's rich history and contribute to the area's cultural heritage.

- 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 amendment to our existing conditional use has no impact on traffic, parking, public property, rights of way, or other matters impacting the public compared to our existing condition use. The parking plan submitted as a part of our existing Limited Conditional Use, including written approval from the YMCA for overflow parking, remains intact. Noise generated from these events is generally short-lived in time. It is no louder than the music our neighborhood hears from Flat Iron Park during concerts or from neighbors outside playing music and enjoying the beauty of Lake Geneva.

- 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?**

Outdoor commercial entertainment is permitted in General Business zoned properties with a conditional use permit. The use of the property as described in this conditional use is congruent with the land use based on the property's zoning.

- 5. Is the proposed conditional use located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property?**

The amendment use does not place any additional burden on any improvements, facilities, utilities, or services provided by public agencies serving the property.

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

The proposed amendment outweighs all potential adverse impacts of the proposed conditional use. Tourism and related businesses, including restaurants, retail, and services, are core to Lake Geneva. The amendment does not create an adverse impact more significant than those activities that already take place in Lake Geneva, such as concerts at Flat Iron Park, street sweepers keeping our streets clean, and kids playing outside and enjoying life as kids.

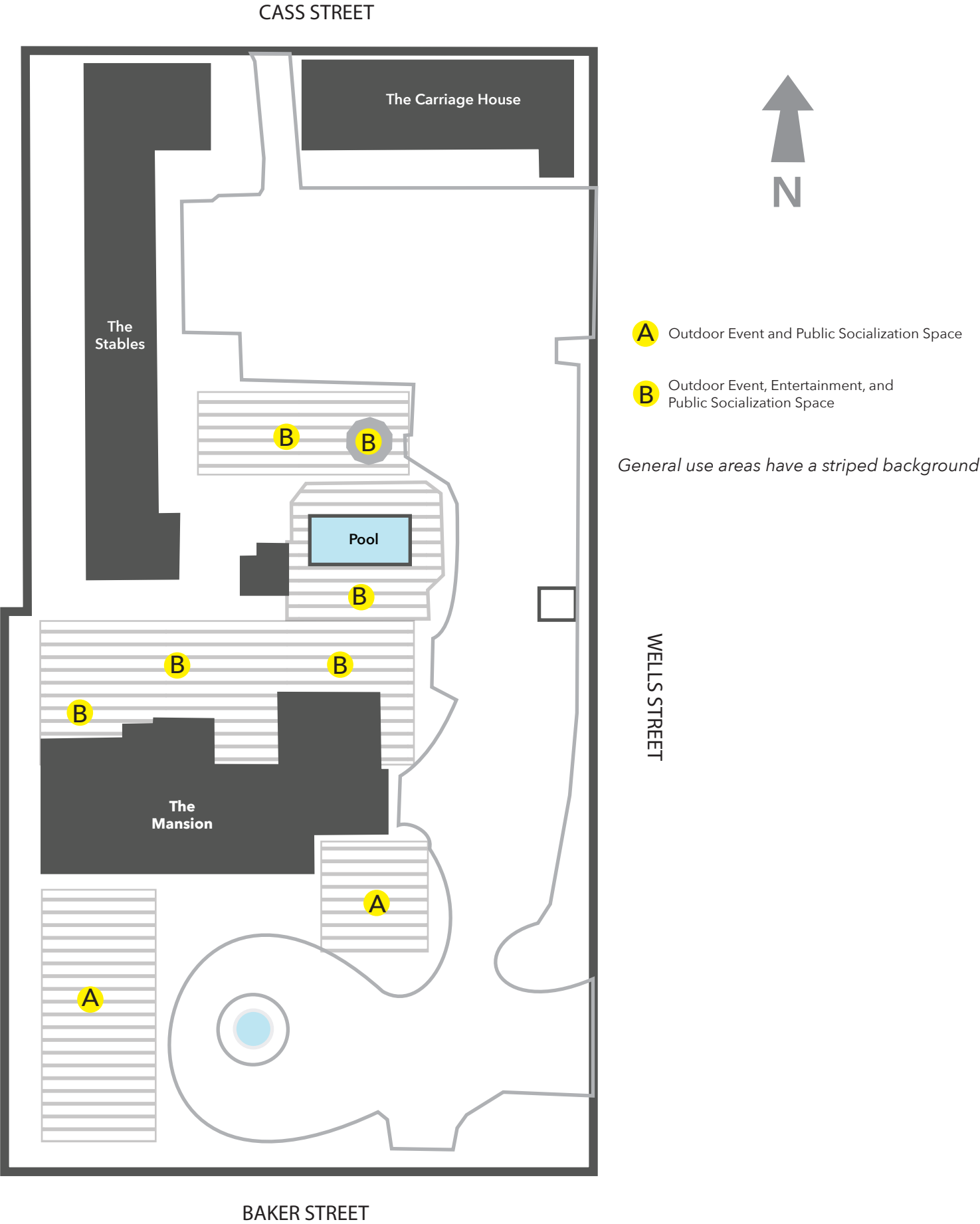
WALWORTH COUNTY, WISCONSIN

Author:
Map Produced on: 10/2/2024
Wisconsin State Plane Coordinate System, South Zone
Horizontal Datum: NAD83-2011
Walworth County Information Technology Department
Land Information Division
1800 County Trunk N
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, OR RELIABILITY OF THE INFORMATION. THE INFORMATION IS PROVIDED "AS IS."

FIGURE 2 - Maxwell Mansion Site Plan

Conditional Use Application: Outdoor Commercial Entertainment

Updated March 2, 2021



Maxwell Mansion Parking Outdoor Entertainment

48 Available Spaces

98-206(4)(k)3

Commercial Indoor Lodging

Parking Regulations: One space per bedroom, plus one space for each employee on the largest work shift.
28 Rooms + 7 Employees/Owners = 35 Spaces

98-206(4)(i)3

Outdoor Commercial Entertainment

Parking Regulations: One space for every three patron seats at the maximum capacity of the establishment.

Max Event Size 150

Of the 150 - 56 are included in the lodging calculation above. 94 non-hotel patrons.

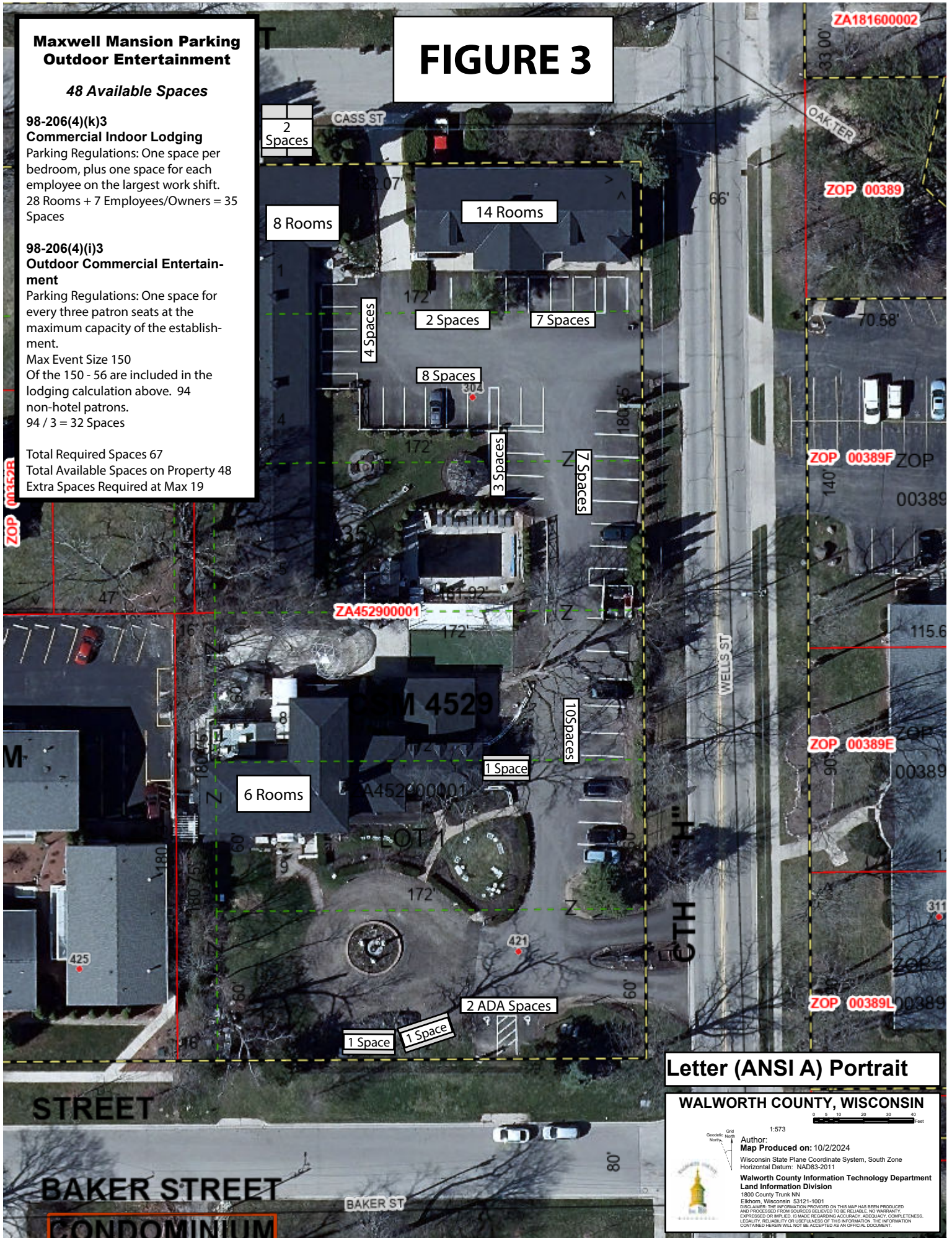
94 / 3 = 32 Spaces

Total Required Spaces 67

Total Available Spaces on Property 48

Extra Spaces Required at Max 19

FIGURE 3



Letter (ANSI A) Portrait

WALWORTH COUNTY, WISCONSIN

1:573
 Author: Walworth County Information Technology Department
 Map Produced on: 10/2/2024
 Wisconsin State Plane Coordinate System, South Zone
 Horizontal Datum: NAD83-2011
 Walworth County Information Technology Department
 Land Information Division
 1800 County Trunk NN
 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 USEFULNESS OF THIS INFORMATION. THE INFORMATION CONTAINED HEREIN WILL NOT BE ACCEPTED AS AN OFFICIAL DOCUMENT.

City of Lake Geneva

Resident Volunteer Application for: Boards, Committees, and Commissions



Date: 12/31/24 Aldermanic District: _____ Years in Lake Geneva 17

Last name: Cumming First name: Alastair

Residential street address: _____

E-mail address: _____

Please prioritize your first choice 1-3 of the committees you would like to serve on:

- | | |
|--|---|
| ☐ Avian Committee (2-year term) | ☐ City Plan Commission (3-year term) |
| ☐ Cemetery Board (2-year term) | ☐ Police and Fire Commission (5-year term) |
| ☐ Geneva Lake Environmental Agency
(1-year term) | ☐ Tourism Commission (1-year term) |
| ☐ Historic Preservation Committee
(3- year term) | ☐ Tree Board (3-year term) |
| ☐ Hillmoor Commission (3-year term) | ☐ Utility Commission (3-year term) |
| ☐ Library Board (3-year term) | ☐ Zoning Board of Appeals 3-year term) |
| ☐ Park Board (3-year term) | ☒ Other <u>BID</u> |

Please answer the following questions:

Why are you interested in serving on the above indicated committees?

I am very passionate about the continued success of our downtown community.

List any specific qualifications you have to serve on your selections.

Business owner of Sopra Bistro on Main St. for 17 years.

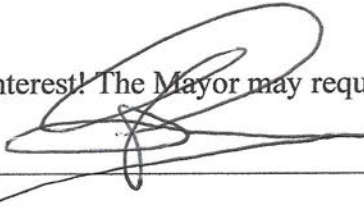
Do you have any experience with Public Service or prior Civic Involvement?

Yes.

What are your goals for your chosen boards/committees/commissions, or the City in general?

To be a very active and productive participant.

Thank you for your interest! The Mayor may request an interview.

Signature  Date 12/31/24

Submit completed forms to the City Clerk's Office:

626 Geneva St, Lake Geneva WI 53147

cityclerk@cityoflakegeneva.gov

Office Use:

Date Received: _____

Employee: _____

City of Lake Geneva

Resident Volunteer Application for: Boards, Committees, and Commissions



Date: 12.31.24 Aldermanic District: _____ Years in Lake Geneva 3

Last name: Trainor First name: Emily

Residential street: _____

E-mail address: _____

Please prioritize your first choice 1-3 of the committees you would like to serve on:

- | | |
|---|---|
| ☐ Avian Committee (2-year term) | ☐ City Plan Commission (3-year term) |
| ☐ Cemetery Board (2-year term) | ☐ Police and Fire Commission (5-year term) |
| ☐ Geneva Lake Environmental Agency (1-year term) | ☐ Tourism Commission (1-year term) |
| ☐ Historic Preservation Committee (3- year term) | ☐ Tree Board (3-year term) |
| ☐ Hillmoor Commission (3-year term) | ☐ Utility Commission (3-year term) |
| ☐ Library Board (3-year term) | ☐ Zoning Board of Appeals 3-year term) |
| ☐ Park Board (3-year term) | ☒ Other <u>BID Downtown</u> |

Please answer the following questions:

Why are you interested in serving on the above indicated committees?

See application and response sent via google form to BID Director.

List any specific qualifications you have to serve on your selections.

See application and response sent via google form to BID Director.

Do you have any experience with Public Service or prior Civic Involvement?

See application and response sent via google form to BID Director.

What are your goals for your chosen boards/committees/commissions, or the City in general?

See application and response sent via google form to BID Director.

Thank you for your interest! The Mayor may request an interview.

Signature Emily Trainer Date 12.31.24

Submit completed forms to the City Clerk's Office:

626 Geneva St, Lake Geneva WI 53147

cityclerk@cityoflakegeneva.gov

Office Use:

Date Received: _____

Employee: _____

Questions Responses **6** Settings

- ☒ Downtown Business Owner (Within BID boundaries)
- ☐ Downtown Building Owner (Within BID boundaries)
- ☐ Downtown Business Manager
- ☐ Downtown Community Partner

Please provide a brief statement regarding your interest in becoming a board member for the Lake Geneva Business Improvement District. Include any relevant background details, experience in non-profit organizations or volunteerism, and any other pertinent information you would like us to consider:

Eager to do my part to support the business district, especially during a time of momentum, with the Main Street dedication, new murals, and other projects underway under strong leadership. I'd also love to meet more members of our downtown community and work together. Some of my experience is listed below.

Degree in Nonprofit Leadership
Certified Volunteer Administrator - Council for Certification in Volunteer Administration (2018)
Director - Habitat for Humanity of Dane County (2016-22)
Program and Grants Coordinator – Neighborhood Outreach Office, City of Mesa (2012 -14)

Questions Responses **6** Settings

Director - Habitat for Humanity of Dane County (2016-22)
Program and Grants Coordinator – Neighborhood Outreach Office, City of Mesa (2012 -14)

What Interests You in BID? (Check all that Apply)

- ☐ Events for the Community
- ☐ Developing Fundraising Strategies
- ☐ Beautification Projects
- ☐ Historic Preservation
- ☐ Marketing Small Businesses
- ☐ Attracting New Businesses
- ☐ Volunteer Engagement
- ☒ Other: Wherever my skills and experience would be best utilized.

Submitted 11/1/24, 11:07 AM

City of Lake Geneva

Resident Volunteer Application for: Boards, Committees, and Commissions



Date: 1/3/2025 Aldermanic District: 1 Years in Lake Geneva 15

Last name: Schroeder First name: Stephen

Residential street:

E-mail address:

Please prioritize your first choice 1-3 of the committees you would like to serve on:

- | | |
|---|---|
| ☐ Avian Committee (2-year term) | ☐ City Plan Commission (3-year term) |
| ☐ Cemetery Board (2-year term) | ☐ Police and Fire Commission (5-year term) |
| ☐ Geneva Lake Environmental Agency (1-year term) | ☐ Tourism Commission (1-year term) |
| ☐ Historic Preservation Committee (3-year term) | ☐ Tree Board (3-year term) |
| ☐ Hillmoor Commission (3-year term) | ☐ Utility Commission (3-year term) |
| ☐ Library Board (3-year term) | ☐ Zoning Board of Appeals 3-year term) |
| ☐ Park Board (3-year term) | ☒ Other <u>BID</u> |

Please answer the following questions:

Why are you interested in serving on the above indicated committees?

Interested in being a part of the continued growth of downtown Lake Geneva & surrounding communities

List any specific qualifications you have to serve on your selections.

Owner of Lake City Social, past president of Lake Geneva Jaycees, former board member for Visit Lake Geneva, YMCA, Walworth County Alliance for Children

Do you have any experience with Public Service or prior Civic Involvement?

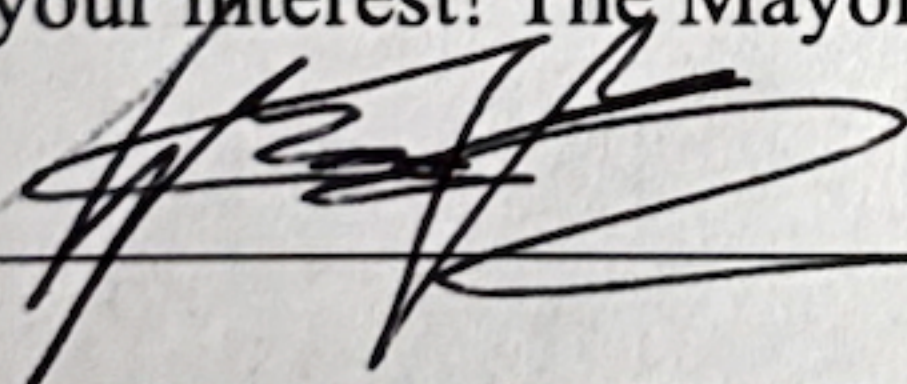
Yes have served on several boards in the past in Lake Geneva

What are your goals for your chosen boards/committees/commissions, or the City in general?

To assist with the continued success of this organization and the downtown Lake Geneva community

Thank you for your interest! The Mayor may request an interview.

Signature



Date 1/3/2025

Submit completed forms to the City Clerk's Office:

626 Geneva St, Lake Geneva WI 53147

cityclerk@cityoflakegeneva.gov

Office Use:

Date Received: _____

Employee: _____

City of Lake Geneva

Resident Volunteer Application for: Boards, Committees, and Commissions



Date: 12/17/24 Aldermanic District: _____ Years in Lake Geneva 5 1/2
Last name: Rowell First name: Shelley
Residential street address: 1185 S. Lake Shore Drive
E-mail address: sgrowell77@gmail.com Phone number: 714-315-8923

Please prioritize your first choice 1-3 of the committees you would like to serve on:

____ Avian Committee (2-year term)	____ City Plan Commission (3-year term)
____ Cemetery Board (2-year term)	____ Police and Fire Commission (5-year term)
____ Geneva Lake Environmental Agency (1-year term)	<u>1</u> ____ Tourism Commission (1-year term)
____ Historic Preservation Committee (3- year term)	____ Tree Board (3-year term)
____ Hillmoor Commission (3-year term)	____ Utility Commission (3-year term)
____ Library Board (3-year term)	____ Zoning Board of Appeals 3-year term)
____ Park Board (3-year term)	____ Other _____

Please answer the following questions:

Why are you interested in serving on the above indicated committees?

I would like to become active in our town and help in any way I can.

List any specific qualifications you have to serve on your selections.

We take part in all the activities Lake Geneva offers and enjoy them very much.

Do you have any experience with Public Service or prior Civic Involvement?

I do not.

We have a business and I've been very busy with my kids and grandkids.

What are your goals for your chosen boards/committees/commissions, or the City in general?

To help it become the best place it can be!!! (even though it is a very special town already)

Thank you for your interest! The Mayor may request an interview.

Signature Sherry Russell Date 12/17/24

Submit completed forms to the City Clerk's Office:

626 Geneva St, Lake Geneva WI 53147

cityclerk@cityoflakegeneva.gov

Office Use:

Date Received: _____

Employee: _____