



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

**REGULAR COMMON COUNCIL
MONDAY, APRIL 14, 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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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 Special Council Minutes from March 19, 2025; 5:00pm and 6:30pm and March 31, 2025; 5:00pm and the Joint Session Minutes from March 19, 2025; 6:00pm
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 application filed by the Lake Geneva Jaycees for Venetian Fest from August 11-18, 2025
 - b. Temporary "Class B" Wine / Class "B" Beer License application filed by the Lake Geneva Jaycees for Venetian Fest from August 11 to 18, 2025, at Flat Iron Park
 - c. Firework Permit Application filed by the Lake Geneva Jaycees for a display performed by J&M Displays on August 17, 2025, at dusk
 - d. Complimentary Riviera Ballroom Event Request form filed by VISIT Lake Geneva for Lake Geneva Winterfest from January 27, 2026, to February 1, 2026
10. Items removed from the Consent Agenda

11. Discussion/Action regarding Resolutions and Ordinances

- a.** Resolution 25-R11, approving the assigned fund balance for the First Responders donations account as of December 31, 2024
- b.** Resolution 25-R12, approving the assigned fund balance for the Fire Department accounts as of December 31, 2024
- c.** Resolution 25-R13, approving the assigned fund balance for the Fire Dues account as of December 31, 2024
- d.** Resolution 25-R14, approving the assigned fund balance for the Police Department accounts as of December 31, 2024
- e.** Second Reading of Ordinance 25-02, amending the City of Lake Geneva Municipal Code Sec. 34-64, Procedures for locally designated landmark structure or landmark site nominations, as it relates to Nominations of Private Properties by the Historic Preservation Commission
- f.** First Reading of Ordinance 25-03, amending the City of Lake Geneva Municipal Code Sec. 34-64, Procedures for locally designated landmark structure or landmark site nominations, as it relates to Nominations of Private Properties by the Historic Preservation Commission

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

- a.** Acceptance of the Pre-Paid Check Reports of \$92,256.85 and Regular Check Reports of \$83,453.85
- b.** Approval of Task Order #43 Citywide Sidewalk Evaluation Phase 2
- c.** Approve purchase of replacement snow blower for DPW from Equipment Replacement Fund in the amount of \$203,675.00
- d.** Sunday Morning Parking Program

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

- a.** Resolution 25-R22 approving a Conditional Use Permit (CUP) for the property located at 827 Dodge Street for Commercial Indoor Lodging land use in the General Business (GB) zoning district, Tax Key No. ZGD 00012
- b.** Resolution 25-R23 approving the Planned Development - Precise Implementation Plan for Topsy Turvy Brewery to allow for an expansion of the tap room and addition of food service for the property located at 727 Geneva Street Suite 2, Tax Key No. ZOP 00157

14. Discussion/Action regarding the recommendation from the Personnel Committee - Ald. Yager

- a.** Approval of the Parks Director Job Description

15. Motion to go into Closed Session

- a.** pursuant to Wisconsin Statutes 19.85 (1) (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved

regarding:

Tax assessment claims by Agree Stores, LLC c/o Walmart v. City of Lake Geneva

Potential claim by former City Clerk for unlawful termination

- b.** pursuant to 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 the city administrator contract

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

17. 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 SPECIAL COMMON COUNCIL MINUTES
WEDNESDAY, MARCH 19, 2025 - 5:00 PM
LAKE GENEVA CITY HALL; POLICE TRAINING ROOM (SECOND 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 5:02 pm.

Roll Call

Present: Todd Krause, Sherri Ames, Shari Straube, Mary Jo Fesenmaier, Linda Frame, Peg Esposito, Joel Hoiland, Cathy Stoodley, Cynthia Yager. Others present: Interim City Administrator Dave De Angelis, City Clerk Lacey L. Reynolds, City Attorney Dan Draper and Consultant Ashley Eccles.

Motion to go into Closed Session pursuant to 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: Interviewing Candidates for the City Administrator position

Motion by Ames to adjourn to closed session including Interim City Administrator Dave De Angelis, City Clerk Lacey L. Reynolds, City Attorney Dan Draper, Consultant Ashley Eccles and the candidate, second by Frame. Roll call vote: Ames, yes; Frame, yes; Straube, yes; Fesenmaier, yes; Yager, yes; Stoodley, yes; Esposito, yes; Hoiland, yes. Motion carried.

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 6:11 pm. No action taken.

Adjournment

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

Lacey L. Reynolds
City Clerk

**CITY OF LAKE GENEVA SPECIAL COMMON COUNCIL MINUTES
WEDNESDAY, MARCH 19, 2025 - 6:30 PM
OR IMMEDIATELY UPON THE CONCLUSION OF THE JOINT SESSION OF THE
PERSONNEL COMMITTEE AND THE COMMON COUNCIL
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 7:05 pm.

Pledge of Allegiance

by Alderperson Fesenmaier.

Roll Call

Present: Todd Krause, Sherri Ames, Shari Straube, Mary Jo Fesenmaier, Linda Frame, Peg Esposito, Joel Hoiland, Cathy Stoodley, Cynthia Yager. Others present: Interim City Administrator Dave De Angelis, City Attorney Dan Draper, City Clerk Lacey L. Reynolds, Finance Director Laura Pisarcik and other interested persons.

Awards, Presentations, Proclamations, and Announcements

None.

Re-consider business from previous meeting

None.

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

Chris Brooks from the Historic Preservation Commission spoke regarding item 11a. Michael Krajovic from the Hillmoor Commission spoke regarding item 12. Fred Gahl of S. Lakeshore Dr. spoke regarding item 9d.

Acknowledgement of Correspondence

Yes the clerk received communication and forwarded it to the Council and Mayor.

Approve the Regular Council Minutes from March 10, 2025

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

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.

Motion by Frame to approve items a, b, c and d listed, second by Yager. Voice vote, approved, motion carried.

Temporary "Class B" Wine / Class "B" Beer License application for the Bridge Food & Diaper Bank for the Polka Party for the Pantry event on April 5, 2025, at the Riviera Ballroom

Temporary "Class B" Wine/ Class "B" Beer License application for the Geneva Lake Women's Association, Inc for the Women's Weekend Kickoff Party-Your Adventure Begins Here event on April 25, 2025, at the Riviera Ballroom

Public Event Permit filed by Badger High School for the Badger Homecoming Parade on October 3, 2025

Public Event Permit filed by Fred Gahl for "Jazz by the Lake" Featuring-Midwest Young Artists on July 19, 2025, at Brunk Pavilion

Public Event Permit application filed by the Lake Geneva Jaycees for Venetian Fest from August 11-18, 2025

Temporary "Class B" Wine / Class "B" Beer License application filed by the Lake Geneva Jaycees for Venetian Fest from August 11 to 18, 2025, at Flat Iron Park

Firework Permit Application filed by the Lake Geneva Jaycees for a display performed by J&M Displays on August 17, 2025, at dusk

Items removed from the Consent Agenda

Motion by Hoiland to remove items e, f, and g, second by Fesenmaier. Voice vote, approved, motion carried.

Motion by Hoiland to refer the items back to FLR, second by Ames. Voice vote, approved, motion carried.

These items will be on the April 2, 2025 FLR agenda.

Discussion/Action regarding Resolutions and Ordinances

First Reading of Ordinance 25-02, amending the City of Lake Geneva Municipal Code Sec. 34-64, Procedures for locally designated landmark structure or landmark site nominations, as it relates to Nominations of Private Properties by the Historic Preservation Commission

The first reading of Ordinance 25-02 took place. City Attorney Draper advised against moving on to the second reading because he was not involved in the final edits to the ordinance and the notes from the FLR committee.

Attorney Draper shared he will review the new edits and then the ordinance will be on a future agenda for a second reading.

Resolution 25-R08, approving the assigned fund balance for the Avian Committee donations accounts as of December 31, 2024

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

Resolution 25-R09, approving the assigned fund balance for the Historic Preservation Commission donations account as of December 31, 2024

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

Resolution 25-R10, approving the assigned fund balance for the Board of Park Commissioners donations account as of December 31, 2024

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

Discussion/Acceptance of proposed revisions to the 2024 Knowles Nelson Grant Application

Motion by Yager to approve, second by Ames. Discussion took place regarding the material to be used for and width of walking paths and areas of focus on the Hillmoor property. Motion by Frame to suspend the rules and allow Michael Krajovic to speak and answer questions, second by Ames. Voice vote, approved, motion carried.

Alder Fesenmaier questioned items in the grant, their accuracy and requested it be noted the City not be held liable for them. Krajovic informed the Council he has been in communication with the DNR regarding the grant. Main motion roll call vote: Yager, yes; Ames, yes; Straube, yes; Stoodley, yes; Fesenmaier, yes; Hoiland, no; Frame, yes; Esposito, yes. Motion carried 7-1.

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

Acceptance of the Reports of Pre-Paid Checks for \$191,827.26 and Regular Checks for \$154,649.88

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

Complimentary Riviera Ballroom Event Request filed by VISIT Lake Geneva for the VISIT Lake Geneva Partner Meeting-Charity Checks Presentation on May 20, 2025, from 7:30am to 9:30am

Motion by Ames to approve, second by Yager. Voice vote, approved, motion carried. Alder Fesenmaier shared the Tourism commission will discuss fees waived, actual costs and send a recommendation of the Council.

Bid award for Project 2025-01 for the DPW Garage North Wall tuck Pointing and Steel Siding to Scherrer Construction in the amount of \$30,526.00

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

2025-2026 Traffic Signal Preventative Maintenance Contract with TAPCO

Motion by Ames to approve, second by Frame. City Attorney Draper explained the liability clause in the contract and that he does not agree with it. Voice vote, approved, motion carried.

Short-Term Rental permit deadline extension until April 30, 2025

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

Task Order #42 from Kapur for Civil Engineering Services - Lagoon Dredging Project in an amount not to exceed \$19,800

Motion by Ames to approve, second by Frame. Voice vote, 6-approved, 2-opposed (Yager and Esposito), motion carried.

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

Plat of Right-of-Way Required for W. Main Street (STH 50) Construction Project and Relocation Order

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

Motion to go into Closed Session

Motion by Frame to adjourn to closed session including Interim City Administrator Dave De Angelis, City Attorney Dan Drpaer, City Clerk Lacey L. Reynolds, Finance Director Laura Pisarcik, second by Ames. Roll call vote: Frame, yes; Ames, yes; Yager, yes; Stoodley, yes; Hoiland, yes; Esposito, yes; Fesenmaier, yes; Straube, yes. Motion carried. Adjourned to closed session at 8:20 pm.

Pursuant to 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: 2024 Collective Bargaining Agreement with the Lake Geneva Firefighter's Association, and

Pursuant to 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: Building and Zoning Director position.

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

Reconvened in open session at 8:28 pm.

Item a - 2024 Collective Bargaining Agreement with the Lake Geneva Firefighters's Association: Motion by Fesenmaier to approve, second by Frame. Voice vote, approved, motion carried.

Item b - Building and Zoning Director position: Motion by Yager to hire Renee Hanlon at the salary and benefits discussed contingent upon the background check, second by Ames. Roll call vote: Yager, yes; Ames, yes; Straube, yes; Fesenmaier, yes; Frame, yes; Esposito, yes; Hoiland, yes; Stoodley, yes. Motion carried.

Adjournment

Motion by Ames to adjourn, second by Stoodley. Voice vote, approved, motion carried. Adjourned at 8:31 pm.

Lacey L. Reynolds
City Clerk

CITY OF LAKE GENEVA SPECIAL COMMON COUNCIL MINUTES
MONDAY, MARCH 31, 2025 - 5:00 PM
LAKE GENEVA CITY HALL; POLICE TRAINING ROOM (SECOND FLOOR)

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 5:08 pm.

Roll Call

Present: Todd Krause, Sherri Ames, Shari Straube, Mary Jo Fesenmaier, Linda Frame, Peg Esposito, Joel Hoiland, Cathy Stoodley, Cynthia Yager. Others present: Interim City Administrator Dave De Angelis, City Clerk Lacey L. Reynolds, City Attorney Dan Draper, Consultants Lee Szymborski and Ashley Eccles.

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: Interview and Hiring of a City Administrator

Motion by Hoiland to adjourn to closed session including Interim City Administrator Dave De Angelis, City Clerk Lacey L. Reynolds, City Attorney Dan Draper, Consultants Lee Szymborski and Ashley Eccles, second by Ames. Roll call vote: Hoiland, yes; Ames, yes; Yager, yes; Stoodley, yes; Esposito, yes; Frame, yes; Fesenmaier, yes; Straube, yes. Motion carried. Adjourned to closed session at 5:10 pm.

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

Motion by Hoiland to extend an offer to James Knowles, second by Straube. Roll call vote: Hoiland, yes; Straube, yes; Yager, yes; Stoodley, yes; Esposito, yes; Fesenmaier, abstained; Ames, no; Frame, no. Motion carried - 5 yes, 1 abstention, 2 no.

Adjournment

Motion by Ames to adjourn, second by Yager. Voice vote, approved, motion carried. Adjourned at 8:15 pm.

Lacey L. Reynolds
City Clerk

**CITY OF LAKE GENEVA SPECIAL JOINT SESSION OF THE PERSONNEL
COMMITTEE AND COMMON COUNCIL MINUTES
WEDNESDAY, MARCH 19, 2025 - 6:00 PM
OR IMMEDIATELY UPON THE CONCLUSION OF THE SPECIAL COMMON
COUNCIL MEETING
LAKE GENEVA CITY HALL; POLICE TRAINING ROOM (SECOND LEVEL)**

Members: Personnel Committee - Chairperson Cindy Yager, Sherri Ames, Mary Jo Fesenmaier, Linda Frame, and Peg Esposito

Common Council - 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

Personnel Committee called to order at 6:16 pm by Chairperson Yager.

Common Council meeting called to order at 6:17 pm by Mayor Krause.

Roll Call

Personnel Committee Roll Call - Present: Cynthia Yager, Sherri Ames, Mary Jo Fesenmaier, Linda Frame, Peg Esposito. Others present: Mayor Todd Krause, Alderpersons Shari Straube, Joel Hoiland, Cathy Stoodley, Interim City Administrator Dave De Angelis, City Clerk Lacey L. Reynolds, City Attorney Dan Draper and Consultant Ashley Eccles.

Common Council Roll Call - Present: Todd Krause, Sherri Ames, Shari Straube, Mary Jo Fesenmaier, Linda Frame, Peg Esposito, Joel Hoiland, Cathy Stoodley, Cynthia Yager. Others Present: Interim City Administrator Dave De Angelis, City Clerk Lacey L. Reynolds, City Attorney Dan Draper and Consultant Ashley Eccles.

Motion to go into Closed Session pursuant to 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: Interviewing Candidates for the Building and Zoning Director position

Motion by Esposito to adjourn to closed session including Interim City Administrator Dave De Angelis, City Clerk Lacey L. Reynolds, City Attorney Dan Draper, Consultant Ashley Eccles and the candidate, second by Stoodley. Roll call vote: Esposito, yes; Stoodley, yes; Yager, yes; Hoiland, yes; Frame, yes; Fesenmaier, yes; Straube, yes; Ames, yes. Motion carried.

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 6:42 pm. No action taken.

Adjournment

Motion by Ames to adjourn, second by Frame. Voice vote, approved, motion carried. Adjourned at 6:44 pm.

Lacey L. Reynolds
City Clerk



**CITY OF LAKE GENEVA
CITY CLERK'S OFFICE**

626 Geneva Street
Lake Geneva, WI 53147
262.248.3673

Date: March 26, 2025

To: Finance, Licensing, & Regulation Committee

Re: Venetian Fest 2025 Event Permit Application

The Event Permit application for Venetian Fest 2025 is consistent with previous years. Internal department review did not uncover any concerns or issues.

Under the City's fee schedule for Park Use and Events, the Jaycees are exempt from the application fees, facility/shelter fees, and parking reservation fees associated with their public event. Additional licenses and permits do incur costs. The Jaycees pay the license/permit fee for their Temporary Alcohol License and Fireworks Permit.

At the March 18th Finance, Licensing, & Regulation Committee meeting, questions were raised about water use. I have confirmed with the Department of Public Works (DPW) and the Utilities Director that this request is consistent with previous year's events. DPW installs the meter and the Jaycees are then billed by the Utility Commission and pay for the water usage.

Since the application is consistent with prior years, and departmental review resulted in no new concerns or issues, the application can be recommended to Council for approval, unless Committee members have questions that have not yet been addressed. If Committee members do have any outstanding questions, I ask that they be directed to the Clerk's Office prior to the April 2nd meeting, so that answers can be researched and provided at the meeting.

Respectfully submitted,

Vanessa Jahns
Deputy 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: Ryan Lasch
Name of Event Organizer/Producer: Lake Geneva Jaycees
Production Company/Organization: Lake Geneva Jaycees FEIN # [REDACTED]
Street Address: PO Box 411
City: Lake Geneva State: WI Zip code: 53147
E-mail Address: lgjcpresident18@gmail.com
Daytime Phone: 262-749-6332 Cell Phone: 262-749-6332
Are you a ☐ Business/Individual OR ☒ Non-Profit Organization 501(c) 4
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 | ☒ Gazebo |
| ☒ Seminary Park Shelter | |
| ☐ Cobb Park Shelter | |

Venetian Fest 2025

1. Title of Event: _____
2. Date(s) of Event: Permit use August 11th through the 18th for setup and cleanup
3. Location(s) of Event: Flat Iron Park, Seminary Park, and Library Park
4. Hours: 6am August 11th through 11:59 pm August 18th
Note: Start Time & End Time
5. Event Chair/Contact Person: Ryan Lasch Phone: 262-749-6332
6. Day of Event Contact Name: Ryan Lasch Phone: 262-749-6332
7. Is the event open to the public? ☒ Yes ☐ No
8. Will you charge an admission fee? ☐ Yes ☒ No
9. Estimated Attendance Number: 20,000
10. Basis for estimate: Prior years numbers
11. Will you be setting up a tent? ☒ Yes ☐ No

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

Two tents in Flat Iron Parking lot 30X80 and 20X30. One 15X15 tent provided for on of the non profits food booths by the rental company. Rental company expected to be Step It Up Rental.

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

If yes, what type and how many: Possible petting zoo or pig races in Seminary Park

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:

Refer to attached sheet

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

Refer to attached sheet

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

Refer to attached sheet

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: **August 11th - 18th**

Total Number of Parking Stalls being Requested: **Refer to attached sheet**

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: **Fat Iron and Seminary for 11th-18th. Library 16th-17th**

☐ **Water;** Explain: **Meter by street dept for carnival and hydrant by Brunk Pavilion**

☐ **Traffic Control;** Explain: **Saturday morning/Sunday afternoon for Craft Fair setup/cleanup. Sunday boat launch for Ski Show.**

☐ **Police Services;** Explain: **General Patrol, Bagging Meters, Baracades, Clearing Beach and Beach house on Sunday. Fireworks Loading**

☐ **Fire/EMS Services;** Explain: **Fireworks Loading on Sunday. EMS tent near Brunk Pavilion**

☐ **Other;** Explain: **Street Dept - Delivery of Barricades, Concrete Blocks, Close Wrigley.**

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

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

Name on Card: _____

Credit Card #: _____

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

Billing Address: _____

City, State, Zip Code: _____

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

Applicant Signature: Ryan Sarch Date: 1-22-24

Event Information

13. The Lake Geneva Jaycees respectively request the use of Flat Iron, Seminary and Library Park for the 2025 Venetian Festival. Flat Iron and Seminary Parks are needed August 11th – August 18th with the festival running the 13th – 17th. Library Park would be needed August 16th and 17th. Activities in the parks will be consistent with previous years. Flat Iron Park will include a carnival, food booths sponsored by local civic organizations, main stage area, and beer garden. Seminary Park will include kiddie and youth rides/games, and various attractions. Library Park will be used on Saturday and Sunday for the annual Arts and Craft Fair, as well as a Brat Stand. On Sunday night of the festival, a water-ski show will take place along the beach followed by a lighted boat parade and a fireworks display.

14. The refuse collection for the event is handled jointly by the Jaycees and the carnival company through the use of garbage cans throughout the carnival area, food booth, and beer garden. There will be two dumpsters on the grounds during the festival, which the Jaycees provide through Johns Disposal. A smaller dumpster in the chamber of commerce parking lot that is emptied during the festival, and a large dumpster located on Center Street that is emptied at the conclusion of the festival. Clean up of the event is handled by the Jaycees and includes garbage pick-up, raking the parks, and hosing down the parking lots to ensure the parks remain in great condition.

15. Event security is provided by the Jaycees, Lake Geneva Police, and Walworth County Sheriff's Dept. The Jaycees provide security for the beer garden area. This includes off-duty police officers on Friday and Saturday night hired by the Jaycees. The LGPD and Walworth County provide general patrol around the festival grounds. To provide additional safety for attendees, a portable tower camera is used in the carnival area for surveillance. In addition, the LGPD provides the Jaycees with handheld radios monitored by dispatch so that the Jaycees crew chief and head of security for each night can quickly communicate with Police or Fire/EMS if assistance is needed on the grounds.

18. As part of the festival, there will be food sold on the grounds. There will be a brat stand on Saturday and Sunday in Library Park. In Flat Iron park, food will be sold by the carnival company (Mr. Ed's Magical Midway), as well as by local non-profit groups. Although the non-profit groups can vary slightly from year to year, the groups who sold last year and will be offered the first opportunity back are as follows:

- YMCA (Sold Funnel Cakes and Fries)
- American Legion (Sold Beef Teriyaki)
- Lions Club (Sold Corn on the cob and street corn)
- Lyons American legion (Smoked meats)
- Lake Geneva Jaycees (Sold Brats)

Street Use

1. The Jaycees request the following street use: The closure of Wrigley Dr. from Center St. north to the Geneva Towers from Tuesday, August 12 through Monday, August 18th.

2. The Jaycees request the use of the parking stalls in the Flat Iron park parking lot, as well as the parking stalls on Center St from the Alley South to Wrigley Dr. during the Festival (Including Set-up and Clean-up). Additionally, we request the use of three parking spaces on either side of the East Walkway of Library Park on Saturday and Sunday. Also, to facilitate safe unloading for the craft fair, we request the use of all the parking stalls in front of Library Park from 6am – 10am on Saturday. All stalls with the exception of the six by the East Walkway will be re-opened by 10am. The stalls being used are consistent with past years and are outlined within the action plan used by the Jaycees and the city to facilitate the smooth operation of the festival. This can be provided at council's request.

3. As part of the festival, there will be signage used throughout the parks including signs for pricing, sponsors, bands, parking and general information signs. All of the signage is consistent with past years and no signage is being used outside of the festival grounds (such as banner poles).

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Ryan Lasch". The signature is fluid and cursive, with the first name "Ryan" being more prominent than the last name "Lasch".

Ryan Lasch
Lake Geneva Jaycees
Venetian Festival Chairman



**LAKE GENEVA
JAYCEES**

Lake Geneva Jaycees

P.O. Box 411 ~ Lake Geneva, WI 53147

Email: info@lakegenevajaycees.com

<http://www.lakegenevajaycees.org>

January 22nd, 2025

To: Lake Geneva City Alderpersons
From: Ryan Lasch, Chairman - Venetian Fest

RE: 63rd Annual Venetian Festival Permit

Dear Alderpersons

This letter is to provide more information regarding the Entertainment Tent and our end of night procedures. In the past we have always had the music off by midnight and immediately began moving people out of the entertainment tent and out of Flat Iron park. We are fortunate every night to have the help of LGPD to help us move patrons out as quickly as possible. For that I say, Thank you LGPD.

All beer sales will be between the hours of 5pm to 12am Wednesday - Friday, and 12pm to 12am on Saturday and Sunday.

The procedure we are putting in place this year includes:

- Calling last call and turning the lights between 11:40 - 11:45pm.
- We will be done serving beer by midnight.
- Music off by midnight and again, with the help of LGPD begin moving people out of the Entertainment area and out of Flat Iron Park.

These procedures will be the responsibility of the Crew Chief, Co-Crew Chief and head of security each night.

Thank you and please feel free to reach out to me with any questions or concerns

Sincerely

Ryan Lasch
Venetian Chairman
262-749-6332
lgjcpresident18@gmail.com

For Office Use Only

Date Filed with Clerk: 1/22/25 Payment Amount: \$ N/A

Receipt #: N/A

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

☒ Approve ☐ Denied Notes: Temp Beer/Wine license application submitted 2/5/25

Police Chief Signature: [Signature] Date: 01/24/2025

☒ Approve ☐ Denied Notes: _____

Fire Chief Signature: [Signature] Date: 2/1/25

☒ Approve ☐ Denied Notes: _____

DPW Signature: [Signature] Date: 25 Jan 2025

☒ Approve ☐ Denied Notes: _____

Parking Signature: [Signature] Date: 4 FEB 2025

☒ Approve ☐ Denied Notes: \$21,752 in parking stall use - no req. for Lot F or Lakeshore Drive. Library spaces will remain open for library use

Harbormaster Signature: [Signature] Date: 02/07/2025

☒ Approve ☐ Denied Notes: Boat launch will be closed for Aug 11-18

Parks & Rec Signature: N/A Date: _____

☐ Approve ☐ Denied Notes: _____

Public Events:

FLR Meeting Date: _____

Council Meeting Date: _____

Temporary Alcohol Beverage License

Municipality
Lake Geneva

License(s) Requested	Fees	
☒ Temporary "Class B" Wine ☒ Temporary Class "B" Beer	License Fees	\$
	Background Check	\$
	Total Fees	\$

Part A: Organization Information

1. Organization Name Lake Geneva Jaycees		
2. Organization Permanent Address PO Box 411		
3. City Lake Geneva	4. State WI	5. Zip Code 53147
6. Mailing Address (if different from permanent address) PO BOX 411		
7. FEIN [REDACTED]	8. Date of Organization/Incorporation 01/01/62	9. State of Organization/Incorporation 01/01/62
10. Phone (262) 749-6332	11. Email lgjcpresident18@gmail.com	
12. Organization type (check one) ☒ Bona Fide Club ☐ Church ☐ Fair Association/Agricultural Society ☐ Veteran's Organization ☐ Lodge/Society ☐ Chamber of Commerce or similar Civic or Trade Organization under ch. 181, Wis. Stats.		
13. Is this organization required to hold a Wisconsin Seller's permit? ☐ Yes ☒ No		
14. Wisconsin Seller's Permit Number (if applicable)		

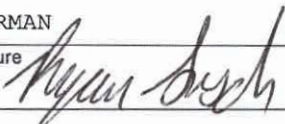
Part B: Individual Information

List the name, title, and phone number for all officers, directors, and agent of the organization. Include an Individual Questionnaire (Form AB-100) for each person listed below. Attach additional sheets if necessary.
Corporations must also include Alcohol Beverage Appointment of Agent (Form AB-101).

Last Name	First Name	Title	Phone
FELT	KIETH	PRESIDENT	[REDACTED]
SCHMIDT	ROB	INTERNAL V. PRESIDENT	
FUSON	NICK	TREASURER	
PONSONBY	NICK	PAST PRESIDENT	
LASCH	RYAN	VENETIAN CHAIRMAN	

Continued →

Part C: Event Information			
1. Name of Event (if applicable) Venetian Fest			
2. Dates of Operation Augusts 11th August 18th		3. Hours of Operation W-F 5p-12a S-S 11:30a-12a	
4. Premises Address FLAT IRON PARK IN LAKE GENEVA			
5. City LAKE GENEVA		6. State WI	7. Zip Code 53147
8. County WALWORTH	9. Governing Municipality ☒ City ☐ Town ☐ Village of: LAKE GENEVA		10. Aldermanic District 1
11. Organizer of Event (if not the named applicant) RYAN LASCH		12. Email and/or Phone Number for Organizer of Event lgjcpresident18@gmail.com 2627496332	
13. Organizer Website Venetianfest.com		14. Event Website	
15. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages and records are sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. Fenced in Beer Garden-Flat Iron Park parking lot 100 Block of Center St			

Part D: Attestation		
Who must sign this application? • one officer or director of the nonprofit organization		
READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant organization and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate according to the law, including but not limited to, purchasing alcohol beverages from Wisconsin-permitted wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.		
Last Name LASCH	First Name RYAN	M.I.
Title CHAIRMAN	Email lgjcpresident18@gmail.com	Phone (262) 749-6332
Signature 		Date 7-22-29

Part E: For Clerk Use Only	
Date Application Was Filed With Clerk	License Number
Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk	

Alcohol Beverage
Appointment of Agent

Date

Agent Type (check one)

- ☒
- Original (no fee)
- ☐
- Successor (\$10 fee for municipal licensees only)

Part A: Business Information

1. Legal Business Name (individual name if sole proprietor)

LAKE GENEVA JAYCEES

2. Business Trade Name or DBA

LAKE GENEVA JAYCEES

3. Entity Type (check one)

☐ Limited Liability Company☐ Corporation☒ Nonprofit Organization

4. Alcohol Beverage Business Authorization (check one)

☒ Municipal Retail License ☐ State Permit

5. If successor agent, provide State Permit or Municipal Retail License Number

6. Describe the reason for appointing a successor agent, if successor is checked above.

Part B: Agent Information

1. Last Name

LASCH

2. First Name

RYAN

3. M.I.

C

4. Email

5. Phone

8. State

WI

9.

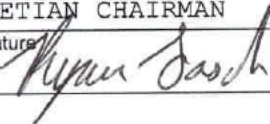
Part C: Agent Questions

1. Have you satisfied the responsible beverage server training requirement? ☐ Yes ☒ No
Submit proof of completion.2. Have you completed Form AB-100, *Alcohol Beverage Individual Questionnaire* (licensee) or
Form AB-300, *Alcohol Beverage Personal Questionnaire* (permittee)? ☒ Yes ☐ No3. Have you been a Wisconsin resident for at least 90 continuous days? ☒ Yes ☐ No
See instructions for exceptions.

Continued →

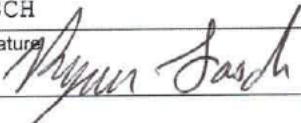
Part D: Business Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Undersigned**, authorize the above-named individual to act for the above-named corporation, nonprofit organization, or limited liability company with full authority and control of the premises and of all alcohol beverage activities on such premises. I certify that I am authorized by the above-named entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name LASCH	First Name RYAN	M.I. C
Title VENETIAN CHAIRMAN		
Signature 		Date 1-22-24

Part E: Agent Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Agent**, hereby accept this appointment as agent for the above-named corporation, nonprofit organization, or limited liability company and assume full responsibility for the conduct of all alcohol beverage activities on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name LASCH	First Name RYAN	M.I. C
Signature 		Date 1-22-24

CITY OF LAKE GENEVA

FIREWORKS APPLICATION



\$50.00 Fee

Application to possess and use class B(1.3), C(1.4) fireworks in accordance and compliance with Local, State, and NFPA Codes and Requirements

Applicant: Lake Geneva Jaycees Phone: 262-749-6332

Group / Agency sponsoring fireworks display (An individual cannot be issued a permit):

Lake Geneva Jaycees

Address of group/agency sponsoring fireworks display (NO P.O. Box):

M1643 Center Dr. Geneva City WI 53128
Street Address City State Zip

Name of Fireworks Company performing display: J+M Displays

Address of Firework Company performing display (NO P.O. Box):

18064 170th Ave Yarmouth IA 52660
Street Address City State Zip

Date/Time of authorized possession and use: 8-17-28 @ Dusk after the boat Parade

Date/Time of Set-Up: Barged Tubes in Place Saturday the 16th. Loading begins Sunday the 17th around 9-10 am

SPECIFIC LOCAL REQUIREMENTS

1. Application fee - \$50 per event
2. An itemized list of (label name) and quantity of class B(1.3), C(1.4) fireworks attached with application
3. Proof of liability coverage (copy of policy attached with application)
4. Map of launch site
5. Fireworks must be displayed not less than required by NFPA Standards and must be away from spectators, vehicles and other exposures with a minimum of 300 feet for 1.3 G shows
6. All displays will be aimed away from spectators
7. A test shot will be fired into the air at least 1 hour before scheduled display
8. Fireworks that have been wet at any time prior to the display will NOT be used

NOTE: Permit required Class C fireworks cannot be sold to minors or persons restricted from possession of dangerous weapons due to a criminal conviction record. Certain types of class B or C fireworks shoot multiple projectiles at speeds of 1300 feet per second.

RELEASE OF LIABILITY

I, Lake Geneva Jaycees, am aware of the dangers of fireworks and
(Please Print Name)

am willing to assume full responsibility for any personal or property damage due to the display of fireworks. The applicant/group/agency agrees to indemnify and hold the City of Lake Geneva harmless from any claims or liability, including attorney fees and other defense costs, which may arise from the use, storage, transportation or possession of fireworks.

[Signature]

DATE: 1-22-28

APPLICANT SIGNATURE

For Office Use Only

Amount Paid and Receipt Number \$ _____ Date Received 1/22/25

Check Number _____ GLLEA Approval (if applicable) _____

Police Chief Approval [Signature] Fire Chief Approval [Signature]

Entered into RMS 25-2241 Fire Engine Standby Required ☒ Yes ☐ No

Date Sent to Council _____ Permit Issued by _____

Mayor Signature _____ Date Issued _____

VENETIAN FESTIVAL SHOOT SITE

LAKE GENEVA, WI

Legend

ATM (Stop-N-Go)

Bistro 220

Delaney Street Mercantile

Eye Contact

Feature 1

Feature 2

Feature 3

Feature 4

Feature 5

Jasmine Salon & Spa

Keefe Real Estate Inc

Kismet

Lake Geneva

Lake Geneva

Lake Geneva Cruise Line

Lake Geneva Post Office

Lake Geneva Public Library

Mill Creek Hotel

Park

Shorewest Realtors

Untitled Path

Staging Area

Barge Firing Position



J&M Displays Proposal for: Lake Geneva Jaycees 62nd Annual Venetian Festival - 2024

Main Event

Barrages (water cakes)

Quantity	Name	Rising Effect	Price	Total
2	Flower ball mine to color flower ball Water Cake 36 shot		\$423.70	\$847.40
Category Shell Count: 72				\$847.40

Close proximity multi-shot fans

Quantity	Name	Rising Effect	Price	Total
2	1" Howling to Salute Fan		\$34.05	\$68.10
2	1.2" Crackling Crossette		\$39.00	\$78.00
2	Silver Fish Bombard w Silver Tail + Silver Fish Mine 40mm		\$58.35	\$116.70
3	30mm Zipper Alternating gold glitter comet/ blue comet		\$67.50	\$202.50
2	30mm Zipper Alternating silver glitter comet/ red comet		\$67.50	\$135.00
Category Shell Count: 94				\$600.30

Multi-shell Barrage Units

Quantity	Name	Rising Effect	Price	Total
2	25'S Nishiki Willow, Strobe w/Tail 40 sec		\$217.00	\$434.00
1	Blue orchid 100 shot Z fan		\$370.00	\$370.00
1	Ghost sweep Blue to Red to white strobe mines 100 shot fan		\$370.00	\$370.00
1	Silver wave to Gold chrysanthemum and mines 110 shot		\$430.00	\$430.00
1	0.8" 210 shot PeacockFan Shape Variegated Mine (Rd/Gr/Bl/Pr/Or)		\$560.00	\$560.00
1	Brave The Wind And Waves Red/Green Yellow To Crackle Dahlia 36 shot		\$560.00	\$560.00
1	Fan cake 300 shot assorted effects		\$560.00	\$560.00
Category Shell Count: 919				\$3,284.00

3 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
8	3" Shell Red Crossette		\$25.80	\$206.40
6	Glittering willow	glitter tail	\$25.80	\$154.80
12	Glittering willow waterfall	glitter tail	\$25.80	\$309.60
6	Kamuro chrysanthemum to var. color		\$25.80	\$154.80
2	Assortment K Of 20 different J&M Brand shells ELECTRIC FIRE		\$270.00	\$540.00
2	Assortment X of 20 (5 salute, 15 color) J&M Brand Shells ELECTRIC FIRE	mixed tails	\$270.00	\$540.00
1	Assortment Y of 10 pairs (20 shells) J&M shells ELECTRIC FIRE (Low fallout)		\$270.00	\$270.00
Category Shell Count: 132				\$2,175.60

4 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
2	4"SILVER TO GREEN CROSSETTE		\$44.40	\$88.80
8	Bees Variegated		\$44.40	\$355.20
1	Brocade Crown with silver strobe pistils		\$44.40	\$44.40
4	Glitter crossette	flower crown tail	\$44.40	\$177.60
9	Glittering willow waterfall	glitter tail	\$44.40	\$399.60
2	Green ring inside brocade to purple ring		\$44.40	\$88.80
2	Assortment F of 20 different J&M Brand shells ELECTRIC FIRE	mixed tails	\$520.00	\$1,040.00
2	Assortment T of 20 different J&M Brand Shells ELECTRIC FIRE	mixed tails	\$520.00	\$1,040.00
Category Shell Count: 106				\$3,234.40



J&M Displays Proposal for: Lake Geneva Jaycees 62nd Annual Venetian Festival - 2024

Main Event

4 Inch Special Effect shells

Quantity	Name	Rising Effect	Price	Total
2	3D var. color dahlia		\$51.80	\$103.60
2	Var. color flowers sheet		\$51.80	\$103.60
5	White strobe		\$51.80	\$259.00
Category Shell Count: 9				\$466.20

5 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
2	Assortment O of 15 different J&M Brand shells ELECTRIC FIRE	mixed tails	\$710.00	\$1,420.00
2	Assortment N of 15 different J&M Brand shells ELECTRIC FIRE		\$720.00	\$1,440.00
2	Assortment W of 15 different J&M Brand Shells ELECTRIC FIRE	mixed tails	\$720.00	\$1,440.00
Category Shell Count: 90				\$4,300.00

5 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
4	Red heart		\$101.00	\$404.00
Category Shell Count: 4				\$404.00

6 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
10	Glittering willow	glitter tail	\$67.30	\$673.00
1	Aqua chrys with gold willow to white strobe ring with delayed crackle pistil		\$98.00	\$98.00
1	Blue to chrysanthemum with red to white strobe pistil	Silver tail	\$98.00	\$98.00
1	Chrysanthemum to purple to gold strobe with glittering gold palm core	Gold tail	\$98.00	\$98.00
1	Gold willow to white strobe with crackling pistil	Gold tail	\$98.00	\$98.00
1	Red to Blue peony with rising small flower tail (white strobe)	Rising flower tail	\$98.00	\$98.00
2	Assortment N of 9 different J&M brand shells ELECTRIC FIRE	mixed tails	\$740.00	\$1,480.00
Category Shell Count: 33				\$2,643.00

6 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
1	3D crossing circles		\$192.10	\$192.10
1	Double mum red and golden		\$192.10	\$192.10
1	Green to silver flying dragons with green pistil		\$192.10	\$192.10
2	Jellyfish - Blue		\$192.10	\$384.20
1	Nishiki kamuro to var. color w/var. color pistil		\$192.10	\$192.10
2	1/4 peony with crossing circles with crackling pistil		\$192.40	\$384.80
2	Blue back to green ghost peony		\$192.40	\$384.80
2	Blue flying dragons with blue pistil		\$192.40	\$384.80
2	Blue to red to crackling ghost peony		\$192.40	\$384.80
2	Blue to silver swimming		\$192.40	\$384.80
2	Double palm trees with blue pistil		\$192.40	\$384.80
2	Golden wave to multicolor strobe chrys		\$192.40	\$384.80
2	Golden wave to orange swimming with white strobe pistil		\$192.40	\$384.80
2	Multi color flower sheets		\$192.40	\$384.80
8	Nishiki Kamuro to yellow strobe w/yellow strobe pistil		\$192.40	\$1,539.20
4	Nishiki kamuro to white strobe w/white strobe pistil		\$192.40	\$769.60
2	Nishiki kamuro to white strobe with white strobe pistil		\$192.40	\$384.80
2	Purple ghost peony with green strobe pistil		\$192.40	\$384.80



J&M Displays Proposal for: Lake Geneva Jaycees 62nd Annual Venetian Festival - 2024

Main Event

6 Inch Special Effect Shells Continued

Quantity	Name	Rising Effect	Price	Total
2	Red to crackling ghost peony		\$192.40	\$384.80
2	Spangle chrys with blue pistil		\$192.40	\$384.80
2	Three pistils magenta lemon strobe		\$192.40	\$384.80
2	Var. color crackling diadem		\$192.40	\$384.80
2	Willow with flickering and reports		\$192.40	\$384.80
2	Yellow to blue to green ghost peony		\$192.40	\$384.80
Category Shell Count: 52				\$10,003.00

8 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
1	Aqua crackling w/crackling pistil		\$368.00	\$368.00
1	Golden strobe crown w/red strobe pistil w/tail		\$368.00	\$368.00
1	Ten thousand circles of crackling chrys		\$368.00	\$368.00
Category Shell Count: 3				\$1,104.00

10 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
1	Nishiki kamuro to white strobe w/white strobe pistil		\$630.00	\$630.00
1	Snowflake w/white strobe pistil		\$630.00	\$630.00
Category Shell Count: 2				\$1,260.00
Section Shell Count: 1516				

Finales

3 Inch Finales

Quantity	Name	Rising Effect	Price	Total
18	Rainbow 10 Shot finale chain	mixed tails	\$174.00	\$3,132.00
6	5 Salute with 5 gold willows 10 Shot finale chain		\$175.00	\$1,050.00
Category Shell Count: 240				\$4,182.00

4 Inch Finales

Quantity	Name	Rising Effect	Price	Total
9	Color (rainbow) 8 shot finale chain	mixed tails	\$259.00	\$2,331.00
6	Spiderweb 8 shot finale chain		\$259.00	\$1,554.00
Category Shell Count: 120				\$3,885.00

5 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
10	Dahlia, assorted colors		\$48.70	\$487.00
Category Shell Count: 10				\$487.00
Section Shell Count: 370				

Miscellaneous



J&M Displays Proposal for: Lake Geneva Jaycees 62nd Annual Venetian Festival - 2024

Miscellaneous

Racks - Metal

Quantity	Name	Rising Effect	Price	Total
6	Carpet runner (12" X 200') for covering racks		\$30.00	\$180.00
1	Carpet runner (36" X 200') for covering racks		\$76.00	\$76.00
Category Shell Count: 0				\$256.00

Ignition Items

Quantity	Name	Rising Effect	Price	Total
476	MJG 10' (non-regulated ATF) Igniters with 10' leads (FWI 10 - 30 per box)		\$2.20	\$1,047.20
64	MJG 25' Igniter (non-regulated ATF) (FWI 25 - 15 per box)		\$2.55	\$163.20
Category Shell Count: 0				\$1,210.40
Section Shell Count: 0				

8% Free for Early Payment

8 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
1	3D ghost peony w/silver tail		\$366.00	\$366.00
Category Shell Count: 1				\$366.00

Close proximity multi-shot fans

Quantity	Name	Rising Effect	Price	Total
3	Golden Rain crossette fan 13 shot		\$43.00	\$129.00
Category Shell Count: 39				\$495.00

Multi-shell Barrage Units

Quantity	Name	Rising Effect	Price	Total
2	White Glittering Mine To Purple Dahlia With Lemon Dahlia With White Strobe		\$370.00	\$740.00
1	Three layer mine 130 shot fan cake		\$560.00	\$560.00
Category Shell Count: 330				\$1,795.00

3 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
8	3" WHITE STROBE HORSE TAIL		\$25.90	\$207.20
Category Shell Count: 8				\$2,002.20

4 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
2	Brocade crown coconut	Large Brocade tail	\$44.40	\$88.80
Category Shell Count: 2				\$2,091.00



J&M Displays Proposal for: Lake Geneva Jaycees 62nd Annual Venetian Festival - 2024

8% Free for Early Payment

10 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
1	3D ghost peony w/silver tail		\$630.00	\$630.00
Category Shell Count: 1				\$2,721.00
Section Shell Count: 381				

15% Free for Loyalty Program

Multi-shell Barrage Units

Quantity	Name	Rising Effect	Price	Total
1	Crackling mine to blue and red dahlia w/ crackling 120 shot Fan cake		\$430.00	\$430.00
1	Rainbow crossette 100 shot Z shape		\$430.00	\$430.00
1	Three layer mine 130 shot fan cake		\$560.00	\$560.00
Category Shell Count: 350				\$1,420.00

3 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
2	Glittering silver to blue chrysanthemum		\$25.80	\$51.60
2	Glittering silver to purple chrysanthemum		\$25.80	\$51.60
2	Glittering silver to yellow chrysanthemum		\$25.80	\$51.60
10	Glittering willow	glitter tail	\$25.80	\$258.00
Category Shell Count: 16				\$1,832.80

4 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
2	Color dahlia with silver strobe	Gold tail	\$44.40	\$88.80
2	Glittering willow with blue pistil	glitter tail	\$44.40	\$88.80
Category Shell Count: 4				\$2,010.40

4 Inch Special Effect shells

Quantity	Name	Rising Effect	Price	Total
4	Crackling nishiki kamuro		\$51.80	\$207.20
Category Shell Count: 4				\$2,217.60

5 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
2	Jellyfish	glitter tail	\$101.00	\$202.00
Category Shell Count: 2				\$2,419.60

6 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
1	Glittering willow to variegated with pistil	glitter tail	\$192.10	\$192.10
2	3D ghost peony		\$192.40	\$384.80
2	Aqua to multi color small flowers		\$192.40	\$384.80
Category Shell Count: 5				\$3,381.30



J&M Displays Proposal for: Lake Geneva Jaycees 62nd Annual Venetian Festival - 2024

15% Free for Loyalty Program

8 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
2	Glittering willow		\$318.00	\$636.00
1	3D ghost peony w/silver tail		\$366.00	\$366.00
Category Shell Count: 3				\$4,383.30

12 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
1	Spangle chrysanthemum w/gold willow pistil and purple ring		\$820.40	\$820.40
Category Shell Count: 1				\$5,203.70
Section Shell Count: 385				

Free for Customer Satisfaction

4 Inch Special Effect shells

Quantity	Name	Rising Effect	Price	Total
4	Aqua meteor		\$51.80	\$207.20
1	Reddish gamboge to bright red chrys		\$51.80	\$51.80
1	Willow to Multi-Color Swimming Star	whistling tail	\$51.80	\$51.80
Category Shell Count: 6				\$310.80

5 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
2	Colorful strobe coconut shells of shells		\$101.00	\$202.00
2	Stained Glass-Red Green Blue Yellow with Crackling	Glittering tail	\$101.00	\$202.00
Category Shell Count: 4				\$714.80

12 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
1	Nishiki kamuro to red tip w/ blue pistil		\$820.40	\$820.40
Category Shell Count: 1				\$1,535.20
Section Shell Count: 11				



J&M Displays Proposal for: Lake Geneva Jaycees 62nd Annual Venetian Festival - 2024

This proposal includes an extension of our \$10,000,000.00 spectator liability insurance, and workers compensation on our shoot team.

Fireworks Price:	\$40,342.30
Discount:	\$5,956.80
Subtotal Fireworks:	\$34,385.50
Sales Tax:	
Local Sales Tax:	
Insurance Processing:	\$5,000.00
License and Permit:	
Shoot Fee:	\$4,000.00
Delivery:	\$2,500.00
Musical Firing:	
Shoot Cost:	
Equipment Rental:	
Barge/Pontoon Fee:	\$4,114.50
Total Price of Show:	\$50,000.00

Total Shot Count:	2663
Packing Check:	844
Date of Display:	08/18/24
Customer Number:	10615

Summary of Free Items Added to Your Show

See Previous Pages for a Listing of Free Items

Free Items are Based on the \$34,385.50 Fireworks Subtotal

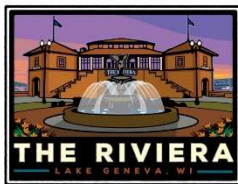
\$2,721.00	8% Free for Early Payment
\$5,203.70	15% Free for Loyalty Program
\$1,535.20	Free for Customer Satisfaction
\$9,459.90	Total Free

Total Value of Show is \$65,416.70. Your Price is \$50,000.00

Please Note the Following Comments:

The data in this proposal is confidential, and is to be accorded confidential treatment and shall not be disclosed other than to the official representative of the organization listed on the cover, and only then when in the evaluation of this proposal. Any reproduction of the contents of this proposal, whether in whole or in part, is expressly forbidden. J&M Displays, Inc. requests that all information be safeguarded from release pursuant to any request under the Freedom of Information Law of this state or any other state or jurisdiction; as it may cause competitive disadvantage to our company. The enclosed concepts and materials are the sole and exclusive property of J&M Displays, Inc. We reserve the right to make substitutions of equal or greater value. Prices and specifications are subject to change without notice. For choreographed displays the quantity and sizes of product may change based on the music selected; however, the dollar value of the product will remain the same.

This display gets an 8% early pay bonus, a 15% multi-year bonus, and a \$1500 Free For Advertising Bonus approved by Jim Oetken for the 62nd Anniversary.



Complimentary Riviera Ballroom Event Request

Date of Event: Tuesday, January 27 - Sunday, February 1, 2026

Hours of Event: 24 Hour period each day - No staff needed Tue,Th,Fri. Staff needed Wed, Sat, Sun.

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 | Mobile: (262) 748-4979

Email: brie@visitlakegeneva.com

Estimated number of guests attending : 100-300

Food to be served? Yes/No - YES

Liquor to be served? Yes / No (*no cash bar*) - YES (Only for private Dinner Wednesday Night)

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 approving the assigned fund balance for the First Responders donations account as of 12/31/24.			
Committee:	Police and Fire Commission considered on April 10, 2025, and Finance considered on April 2, 2025.		
Fiscal Impact:	N/A		
File Number:	25-R11	Date:	April 14, 2025

Whereas, the First Responders Fund received donated monies in the amount of \$0.00 in 2024, and,

Whereas, the First Responders Fund had \$46,458.23 in the Assigned Fund Balance-First Responders Fund account as of 1/1/24, and

Whereas, the First Responders Fund spent \$1,800.00 of their donated monies in 2024 and therefore, the 12/31/24 ending balance for this account should be adjusted to \$44,658.23, and

Now Therefore be it Resolved by the Lake Geneva Common Council to adopt this resolution to adjust the 2024 Fund Balance accounts as follows:

Decrease Acct # 11-00-00-34400, Assigned Fund Balance-First Responders Fund, by \$1,800.00
Increase Acct # 11-00-00-34800, Unassigned Fund Balance, by \$1,800.00

Granted by the action of the Common Council of the City of Lake Geneva on this 14th day of April 2025.

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

Mayoral Action: ☐ Accept ☐ Veto

Todd Krause, Mayor

Date

Attest:

Lacey Reynolds, City Clerk

CITY OF LAKE GENEVA

Assigned Fund Balances-First Responders Fund

11-00-00-34400

12/31/24

Police/Fire Donations

Assigned Fund Balance 12/31/23	\$46,458.23
Revenues	0.00
Expenditures	<u>1,800.00</u>
Assigned Fund Balance 12/31/24	44,658.23

*Separate Bank Account

11-00-00-10210

RESOLUTION OF THE COMMON COUNCIL			
Resolution approving the assigned fund balances for the Fire Department accounts as of 12/31/24.			
Committee:	Police and Fire Commission considered on April 10, 2025, and Finance considered on April 2, 2025.		
Fiscal Impact:	N/A		
File Number:	25-R12	Date:	April 14, 2025

Whereas, the Fire Department has reviewed their various revenues and expenditures related to various assigned fund balances for the year 2024, and

Whereas, the Fire Department had the following balances in Assigned Fund Balances-FD accounts as of 1/1/24, and,

11-00-00-34370 Assigned Fund Balance-Fire Donations	\$16,122.54
11-00-00-34490 Assigned Fund Balance-EMS Act 102	\$23,910.91
11-00-00-34380 Assigned Fund Balance-Fire CPR	\$ 237.25

Whereas, the Fire Department received various revenues and spent various amounts of monies in 2024, therefore the 12/31/24 balances in the Assigned Fund Balances-FD accounts should be as follows, and,

11-00-00-34370 Assigned Fund Balance-Fire Donations	\$14,896.25
11-00-00-34490 Assigned Fund Balance-EMS Act 102	\$31,219.99
11-00-00-34380 Assigned Fund Balance-Fire CPR	\$ 95.43

Whereas, the Police & Fire Commission approved this adjustment at their meeting held on April 10, 2025,

Now Therefore be it Resolved by the Lake Geneva Common Council to adopt this resolution to adjust the 2024 Fund Balance accounts as follows:

Decrease Acct #11-00-00-34370 Assigned Fund Balance-Fire Donations	\$ 1,226.29
Increase Acct# 11-00-00-34490 Assigned Fund Balance-EMS Act 102	\$ 7,309.08
Decrease Acct #11-00-00-34380 Assigned Fund Balance-Fire CPR	\$ 141.82
Decrease Acct #11-00-00-34800 Unassigned Fund Balance	\$ 5,940.97

Granted by action of the Common Council of the City of Lake Geneva this 14^h day of April 2025.

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

Mayoral Action: ☐ Accept ☐ Veto

Todd Krause, Mayor

Date

Attest:

Lacey Reynolds, City Clerk

CITY OF LAKE GENEVA
Assigned Fund Balances-Fire

12/31/24

Fire Donations

Assigned Fund Balance 12/31/23	\$16,122.54
Revenues (11-22-00-48510)	300.00
Expenditures (11-22-00-57360)	<u>1,526.29</u>
Assigned Fund Balance 12/31/24	14,896.25

EMS Act 102

Assigned Fund Balance 12/31/23	\$23,910.91
Revenues- Equipment (11-22-00-43400)	4,109.20
Revenues – Training (11-22-00-43410)	3,199.88
Expenditures (11-22-00-58300)	<u>0.00</u>
Assigned Fund Balance 12/31/24	31,219.99

Fire CPR

Assigned Fund Balance 12/31/23	\$ 237.25
Revenues (11-22-00-48550)	0.00
Expenditures (11-22-00-56100)	<u>141.82</u>
Assigned Fund Balance 12/31/24	95.43

RESOLUTION OF THE COMMON COUNCIL			
Resolution approving the assigned fund balance for the Fire Dues account as of 12/31/24.			
Committee:	Police and Fire Commission considered on April 10, 2025, and Finance considered on April 2, 2025.		
Fiscal Impact:	N/A		
File Number:	25-R13	Date:	April 14, 2025

Whereas, the Fire Department received Fire Dues from the Town of Geneva and the State of Wisconsin in the amount of \$117,648.94 in 2024, and,

Whereas, the Fire Department had \$176,238.53 in the Assigned Fund Balance-Fire Dues-Town of Geneva and the State of Wisconsin account as of 1/1/24, and

Whereas, the Fire Dues Fund spent \$108,537.09 of these monies in 2024, and therefore, the 12/31/24 ending balance for this account should be adjusted to \$185,350.38 and

Now Therefore be it Resolved by the Lake Geneva Common Council to adopt this resolution to adjust the 2024 Fund Balance accounts as follows:

Increase Acct # 11-00-00-34375, Assigned Fund Balance-Fire Dues, by \$9,111.85

Decrease Acct # 11-00-00-34800, Unassigned Fund Balance, by \$9,111.85

Granted by the action of the Common Council of the City of Lake Geneva on this 14th day of April 2025.

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

Mayoral Action: ☐ Accept ☐ Veto

Todd Krause, Mayor

Date

Attest:

Lacey Reynolds, City Clerk

CITY OF LAKE GENEVA
Assigned Fund Balances-Fire Dues
11-00-00-34375

12/31/24

Fire Dues

Assigned Fund Balance 12/31/23	\$176,238.53
Revenues (11-22-00-43440)	35,064.72
Revenues (11-22-00-43420)	82,584.22
Expenditures (11-22-00-52175)	103,262.39
Expenditures (11-22-00-53420)	<u>5,274.70</u>
Assigned Fund Balance 12/31/24	185,350.38

RESOLUTION OF THE COMMON COUNCIL			
Resolution approving the assigned fund balances for the Police Department accounts as of 12/31/24.			
Committee:	Police and Fire Commission considered on April 10, 2025, and Finance considered on April 2, 2025.		
Fiscal Impact:	N/A		
File Number:	25-R14	Date:	April 14, 2025

Whereas, the Police Department has reviewed its various revenues and expenditures related to various assigned fund balances for the year 2024, and

Whereas, the Police Department had the following balances in Assigned Fund Balances-PD accounts as of 1/1/24, and,

11-00-00-34670	Assigned Fund Balance-Police Donations	\$20,296.77
11-00-00-34680	Assigned Fund Balance-Police State Seizures	\$10,182.27
11-00-00-34390	Assigned Fund Balance-Police Uniform Allow	\$18,748.47

Whereas, the Police Department received various revenues and spent various amounts of monies in 2024, therefore the 12/31/24 balances in the Assigned Fund Balances-PD accounts should be as follows, and,

11-00-00-34670	Assigned Fund Balance-Police Donations	\$25,765.47
11-00-00-34680	Assigned Fund Balance-Police State Seizures	\$11,177.79
11-00-00-34390	Assigned Fund Balance-Police Uniform Allow	\$16,738.53

Whereas, the Police & Fire Commission approved this adjustment at their meeting held on April 10, 2025

Now Therefore be it Resolved by the Lake Geneva Common Council to adopt this resolution to adjust the 2024 Fund Balance accounts as follows:

Increase Acct #11-00-00-34670	Assigned Fund Balance-Police Donations	\$5,468.70
Increase Acct #11-00-00-34680	Assigned Fund Balance-Police State Seizures	\$ 995.52
Decrease Acct #11-00-00-34390	Assigned Fund Balance-Police Uniform Allow	\$2,009.94
Decrease Acct #11-00-00-34800	Unassigned Fund Balance	\$4,454.28

Granted by action of the Common Council of the City of Lake Geneva on this 14th day of April 2025.

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

Mayoral Action: ☐ Accept ☐ Veto

Todd Krause, Mayor

Date

Attest:

Lacey Reynolds, City Clerk

CITY OF LAKE GENEVA
Assigned Fund Balances-Police

12/31/24

Police Donations

Assigned Fund Balance 12/31/23	\$20,296.77
Revenues (11-21-00-47300)	9,928.25
Expenditures (11-21-00-57360)	<u>4,459.55</u>
Assigned Fund Balance 12/31/24	25,765.47

Police Seizures

Assigned Fund Balance 12/31/23	\$10,182.27
Revenues (11-21-00-46200)	995.52
Expenditures (11-21-00-57380)	<u>0.00</u>
Assigned Fund Balance 12/31/24	11,177.79

Police Uniform Allowances

Assigned Fund Balance 12/31/23	\$18,748.47
Revenues (11-21-00-51380)	42,775.00
Expenditures (11-21-00-51380)	<u>44,784.94</u>
Assigned Fund Balance 12/31/24	16,738.53

ORDINANCE OF THE COMMON COUNCIL			
An ordinance amending Section 34-64, Procedures for locally designated landmark structure or landmark site nominations, of Article III, Landmark, Landmark Site, or Historic District Designation, of Chapter 34, Historical Preservation of the City of Lake Geneva Municipal Code; creating subsection (b), Nominations of Private Properties by the Commission.			
Committee	Finance, Licensing, and Regulation Committee considered on March 18, 2025		
Fiscal Impact:	N/A		
File Number:	25-02	First Reading : Second Reading :	

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

Sec. 34-63Procedures for historic district designations.

[Ord. No. 96-2, § V, 1-22-1996; 8-28-2023 by Ord. No. 23-08]

The Commission may, after notice published as a Class 1 notice and public hearing, as well as due notice to the parties in interest and adjacent property owners, recommend historic districts, or rescind such designation or recommendation, Procedures for the designation of historic districts are as follows:

(1)

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

(2)

Public hearing; recommendations to City Council. The Planning Commission, upon receipt of the proposed designation of historical districts, shall hold a public hearing on the proposed district and pursuant to the criteria in Section **34-61**, and shall make their recommendations to the City Council within 60 days.

(3)

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

(4)

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

Sec. 34-64Procedures for locally designated landmark structure or landmark site nominations.

[Ord. No. 96-2, § V B, 1-22-1996; Ord. No. 07-02, § 1, 2-12-2007; 8-28-2023 by Ord. No. 23-08]

(a)

Nominations by the Commission. Commission nominations for local City-owned landmarks shall be referred to the

Planning Commission for public hearing and recommendation to the City Council of Lake Geneva.

(b)

Nominations of Private Properties by the Commission. The commission may designate historic or archaeological landmarks and establish historic districts. The city may regulate, or if the city contains any property that is listed on the national register of historic places in Wisconsin or the state register of historic places shall regulate, all historic or archaeological landmarks and all property within each historic district to preserve the historic or archaeological landmarks and property within the district and the character of the district.

Before the city designates a historic landmark or establishes a historic district, the city shall hold a public hearing. If the city proposes to designate a place, structure, or object as a historic landmark or establish a historic district that includes a place, structure, or object, the city shall, by 1st class mail, notify the owner of the place, structure, or object of the determination and of the time and place of the public hearing on the determination.

In the repair or replacement of a property that is designated as a historic landmark or included within a historic district or neighborhood conservation district under this paragraph, a city shall allow an owner to use materials that are similar in design, color, scale, architectural appearance, and other visual qualities.

An owner of property that is affected by a decision of a city landmarks commission may appeal the decision to the common council. The common council may overturn a decision of the commission by a majority vote of the common council.

(c)

Acceptance of nomination; plaque. When the nomination of a landmark or landmark site has been accepted, the Commission, in cooperation with the property owner, may cause to be prepared and erected on such property, a suitable plaque provided by the City of Lake Geneva.

(d)

Application by owner. Lake Geneva residents who feel a property may meet the criteria to qualify as a landmark structure or landmark site under this chapter may apply to the Commission in writing for nominations as a landmark structure or landmark site. Acceptance by the Commission of any such application will be made by the Commission pursuant to its rules and the criteria established and set forth in Sec. 34-61.

Sec. 34-65

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

Approved by the City of Lake Geneva Common Council on this **XX** day of **March 2025**.

Council Action: ☐ Adopted ☐ Failed Vote _____

Mayoral Action: ☐ Accept ☐ Veto

Todd Krause, Mayor

Date

Attest:

Lacey L. Reynolds, City Clerk

Date

Sec. 34-63 Procedures for historic district designations.

[Ord. No. 96-2, § V, 1-22-1996; 8-28-2023 by Ord. No. 23-08]

The Commission may, after notice published as a Class 1 notice and public hearing, as well as due notice to the parties in interest and adjacent property owners, recommend historic districts, or rescind such designation or recommendation, Procedures for the designation of historic districts are as follows:

(1)

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

(2)

Public hearing; recommendations to City Council. The Planning Commission, upon receipt of the proposed designation of historical districts, shall hold a public hearing on the proposed district and pursuant to the criteria in Section **34-61**, and shall make their recommendations to the City Council within 60 days.

(3)

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

(4)

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

Sec. 34-64 Procedures for locally designated landmark structure or landmark site nominations.

[Ord. No. 96-2, § V B, 1-22-1996; Ord. No. 07-02, § 1, 2-12-2007; 8-28-2023 by Ord. No. 23-08]

(a)

Nominations by the Commission. Commission nominations for local City-owned landmarks shall be referred to the Planning Commission for public hearing and recommendation to the City Council of Lake Geneva.

(b)

Nominations of Private Properties by the Commission. The commission may designate historic or archaeological landmarks and establish historic districts. The city may

regulate, or if the city contains any property that is listed on the national register of historic places in Wisconsin or the state register of historic places shall regulate, all historic or archaeological landmarks and all property within each historic district to preserve the historic or archaeological landmarks and property within the district and the character of the district.

Before the city designates a historic landmark or establishes a historic district, the city shall hold a public hearing. If the city proposes to designate a place, structure, or object as a historic landmark or establish a historic district that includes a place, structure, or object, the city shall, by 1st class mail, notify the owner of the place, structure, or object of the determination and of the time and place of the public hearing on the determination.

- . In the repair or replacement of a property that is designated as a historic landmark or included within a historic district or neighborhood conservation district under this paragraph, a city shall allow an owner to use materials that are similar in design, color, scale, architectural appearance, and other visual qualities.

An owner of property that is affected by a decision of a city landmarks commission may appeal the decision to the common council. The common council may overturn a decision of the commission by a majority vote of the common council.

(c)

Acceptance of nomination; plaque. When the nomination of a landmark or landmark site has been accepted, the Commission, in cooperation with the property owner, may cause to be prepared and erected on such property, a suitable plaque provided by the City of Lake Geneva.

(d)

Application by owner. Lake Geneva residents who feel a property may meet the criteria to qualify as a landmark structure or landmark site under this chapter may apply to the Commission in writing for nominations as a landmark structure or landmark site. Acceptance by the Commission of any such application will be made by the Commission pursuant to its rules and the criteria established and set forth in Sec. 34-61.

Sec. 34-65

MEMORANDUM

TO: Historic Preservation Commission
FROM: City Attorney, Daniel S. Draper
DATE: March 12, 2025

Ms. Brookes, a member of the Historic Preservation Commission, asked that I review the application and procedures manual for making a landmark designation in Lake Geneva.

As a result of that review, we discovered that there were some omissions to the ordinance that was passed on August 28, 2023. While there are procedures for designating historic districts, set forth in sec. 34-63, and procedures for designating city-owned landmarks, set forth in §34-65, there are no procedures to designate landmark structures or landmark sites for properties not owned by the city. There is a provision for owners of privately held property to request that their property be designated as a landmark structure or landmark site in § 34-64(3). That procedure requires an owner to make an application to the Historical Preservation Commission. The commission in turn will evaluate the application using the criteria in § 34-61 and either grant or deny designating the property as a site or structure as a landmark, using that criterion.

Wisconsin Statutes sets forth procedures for designating historic districts, sites, or structures in §62.23(7) (em) 2 which states as follows:

2. Before the city designates a historic landmark or establishes a historic district, the city shall hold a public hearing. If the city proposes to designate a place, structure, or object as a historic landmark or establish a historic district that includes a place, structure, or object, the city shall, by 1st class mail, notify the owner of the place, structure, or object of the determination and of the time and place of the public hearing on the determination.

The statute goes on to describe the process for appeal in the event a homeowner is dissatisfied by the decision of the Historic Preservation Commission. That is found in §62.23(7)(em) 3. That subsection states as follows:

3. An owner of property that is affected by a decision of a city landmarks commission may appeal the decision to the common council. The common council may overturn a decision of the commission by a majority vote of the common council.

If the Historic Preservation Commission wishes to have the power to designate properties as landmark sites or landmark structures, the above provisions would need to be incorporated into the ordinance. It could be incorporated into §34-64 or §34-63 and §34-64 could be merged into one section with the above statutory provisions added.

As Ms. Brookes and I have previously discussed, past attempts at granting the Historic Preservation Commission with such added powers to designate landmark sites or structures have

not been received favorably. I believe the reason the ordinance was originally watered down was because the public did not want to grant such powers to the Historic Preservation Commission. I recall one of the strongest oppositions came from a church on the corner of Baker Street and Geneva Street.

If you have any questions, please contact me.

ORDINANCE OF THE COMMON COUNCIL

An ordinance amending Section 34-34, Powers and duties., of Article II, Historic Preservation Commission, and Section 34-63, Procedures for historic district designations, repealing Section 34-64, Procedures for locally designated landmark structure or landmark site nominations, all of Article III, Landmark, Landmark Site, or Historic District Designation, and amending Sec. 34-93, Rescission procedures of Article V, Maintenance and Rescission all of Chapter 34, Historical Preservation of the City of Lake Geneva Municipal Code; setting forth procedures for designation and rescission of landmark structures, sites and historic districts.

Committee	Finance, Licensing, and Regulation Committee considered on March 18, 2025		
Fiscal Impact:	N/A		
File Number:	25-03	First Reading :	
		Second Reading :	

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

1. Sec. 34-34. Powers and duties of Article II, Historic Preservation Commission, of Chapter 34, Historical Preservation of the City of Lake Geneva Municipal Code of the City of Lake Geneva is amended to read as follows:

Sec. 34-34. Powers and duties. [Ord. No. 96-2, § IV, 1-22-1996; 8-28-2023 by Ord. No. 23-08]

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

- (a) ~~Recommendation~~ Designation of ~~designation of landmarks~~ landmark structures, landmark sites, and historic districts. ~~The Commission shall recommend to the City Council of Lake Geneva designation of individual landmarks~~ Designation of landmark structures, landmark sites, and historic districts. ~~Such recommendations~~ shall be in accordance with Sec. 34-61 and pursuant to Sec. 34-63.
- (b) Nomination of properties as ~~landmarks~~ landmark structures, landmark sites, and historic districts. The Commission may nominate properties or areas of the ~~City~~ city for designation as landmarks, landmark sites, or historic districts. Such nomination shall be in accordance with Sec. 34-~~63~~ 61. The Commission shall also provide a nomination form which may be used by any resident of the City to nominate any property or area within the City for designation as a landmark structure, landmark site or historic district, which shall also be in accordance with Sec. 34-61.
- (c) Authorizing certificates of appropriateness. The Commission may authorize certificates of appropriateness. Such authorization shall be in accordance with Sec. 34-81 of this chapter.

(d) Additional duties. The Commission:

- (1) Shall work for the continuing education of the public about the historic heritage of the City of Lake Geneva and the landmarks, landmark sites, and historic districts designated under the provisions of this chapter.
- (2) Shall function as a resource, providing information and suggestions concerning ways in which modifications of landmarks, landmark sites, and historic districts can be made in keeping with the provisions of this chapter.
- (3) May make use of the state historical preservation guidelines to facilitate the review of proposals received in accordance with the provisions of this chapter.
- (4) May prepare or cause to be prepared a historic preservation master plan in accordance with the provisions of this chapter.
- (5) Shall develop a historic district plan for each designated historic district in accordance with provisions of Sec. 34-62 of this chapter.
- (6) Shall provide assistance to residents in their efforts to obtain local, state or federal historic designation for their property.
- (7) Shall maintain a list of individual landmarks, landmark sites, and historic districts designated under the provision of this chapter and shall make the list publicly available.
- (8) May prepare, or cause to be prepared at the City's expense, appropriate markers or signs to be placed upon or near landmarks, landmark site, and in prominent locations in historic districts.
- (9) Shall cooperate with the State Historic Preservation Office and the State Historic Preservation Review Board in attempting to include local landmarks, landmark sites, and historic districts in the State Register of Historic Places and the National Register of Historic Places.
- (10) May solicit and receive revenue for the purpose of historic preservation.
- (11) Shall research, maintain and distribute to the public information concerning tax and other financial incentives available for historic preservation.
- (12) The Commission shall encourage financial institutions to offer favorable loans for rehabilitation or restoration of historic properties. The Commission shall advise and assist property owners in obtaining information on special financing programs.

2. Sec. 34-63, Procedures for historic district designations, of Article III, Landmark, Landmark Site, or Historic District Designation, of Chapter 34, Historical Preservation of the City of Lake Geneva Municipal Code of the City of Lake Geneva is amended to read as follows:

The Commission may, after publication of a Class 1 notice and a public hearing thereon, establish landmark structures, landmark sites and historic districts or rescind such

designation after application of the criteria provided in Sec. 34-61, subject to the following:

- (1) At least ten days prior to such hearing, the Commission shall notify in writing the owner of record of the affected property, the owner of record of property within three hundred feet of the affected property and the occupants of the affected property; and it shall also notify the plan commission and the building and zoning administrator.
 - (2) At such public hearing, the commission may hear other witnesses, in addition to the persons notified.
 - (3) After such public hearing, the commission may designate the property as a landmark structure or landmark site, may include it in an historic district or may rescind such designation. Notice of such designation or rescission shall be sent to the property owner of record and to other persons identified in subsection (1) of this section. Notification shall also be given to the city clerk, building and zoning administrator, city assessor and plan commission.
 - (4) Any decision of the Commission, pursuant to this title may be appealed by the owner of the affected property to the city council for its determination.
 - (5) If the owner of the property objects to the proposed designation, he shall file a written objection to the designation with the Commission on or before the hearing. If such objection is timely filed, any action by the commission must be ratified by a two-third vote of the city council to become effective.
 - (6) After a landmark structure, landmark site or historic district has been so designated in accordance with this title, the Commission may with consent of the owner cause to be prepared and erected on such property at city expense suitable plaques or sign recognizing the landmark.
3. Sec. 34-64, Procedures for locally designated landmark structure or landmark site nominations, of Article III, Landmark, Landmark Site, or Historic District Designation, of Chapter 34, Historical Preservation of the City of Lake Geneva Municipal Code of the City of Lake Geneva is here by repealed.
 4. Sec. 34-93, Rescission procedures, of Article V, Maintenance and Rescission, of Chapter 34, Historical Preservation of the City of Lake Geneva Municipal Code of the City of Lake Geneva is amended to read as follows:

Sec. 34-93. Rescission ~~procedures of landmark structures, landmark sites and historic districts.~~ [Ord. No. 96-2, § V D., B, 1-22-1996; Ord. No. 07-02, § 1, 2-12-2007; 8-28-2023 by Ord. No. 23-08]

~~Rescission procedures are as follows:~~

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

- ~~(2) Criteria to be considered for rescission may include, but are not limited to, an application that demonstrates that the owner wishes to sell but is unable to find a buyer willing to preserve such historic structure or site.~~
- ~~(1) Rescission recommendations are to be made to the Planning Commission and the City Council and utilize the procedures set forth under Sec. 34-81. If the person listed as owner of record of a landmark structure or landmark site is unable to find a buyer willing to preserve the landmark structure or landmark site, such person may petition the commission for a rescission of its designation. Such petition shall contain an affidavit under oath that the person has made reasonable attempts in good faith to find and attract such a buyer, as well as such further information deemed reasonably necessary by the commission for the purpose of evaluating the petition.~~
- ~~(2) Following the filing of such petition, the owner and the Commission shall work together for up to six months to try to locate a buyer for the subject property who is willing to comply with the designation. If at the end of six months no such buyer can be found, and if the owner still desires to obtain such rescission, the Commission shall rescind its designation of the subject property.~~
- ~~(3) In the event of rescission, the Commission shall notify the city clerk, building and zoning administrator and assessor of the same, and shall cause the rescission to be recorded at city expense in the Walworth County register of deeds.~~
- ~~(4) Following any such rescission, the Commission may not redesignate the subject property as a landmark structure or landmark site for at least five years from the date of rescission unless requested by the owner.~~
- ~~(5) Before the Commission explores a city owned property as a potential landmark, the Commission shall notify the city administrator with a notice of intent. The city administrator shall then include the notice of the requested designation on the agenda of a common council meeting, that is held within thirty days of the notice, and provide the common council with its option to object to the designation under Sec. 34-63(5). The common council shall not be required to act on the proposed designation; however, if at the meeting a majority of the voting common council members vote to object to the designation, the Commission shall dismiss the proposal.~~

5.

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

Approved by the City of Lake Geneva Common Council on this ____ day of **April 2025**.

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

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

Todd Krause, Mayor

Date

Attest:

Lacey L. Reynolds, City Clerk

Date

ARTICLE I IN GENERAL

Sec. 34-1. Purpose and intent of chapter. [Ord. No. 96-2, § I, 1-22-1996; 8-28-2023 by Ord. No. 23-08]

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

- (1) Foster civic awareness and pride in the notable accomplishments of the past.
- (2) Educate the public as to the need and value of the City of Lake Geneva's historic preservation program and its enhancements of the quality of life.
- (3) Stabilize and improve the property values.
- (4) Enhance the visual and aesthetic character of the City of Lake Geneva.
- (5) Protect the City of Lake Geneva's special architectural history and character for its residents and guests.
- (6) Serve as a support and stimulus to business, industry and tourism thereby strengthening the economy of the City.

Sec. 34-2. Definitions. [Ord. No. 96-2, § II, 1-22-1996; 8-28-2023 by Ord. No. 23-08]

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

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

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

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

CONSTRUCTION — Any act or process which requires a building permit.

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

EXTERIOR FEATURES — The architectural design features and materials exhibited on the exterior of a building.

HISTORIC DISTRICT — An area designated by the City Council of Lake Geneva on recommendation of the Historic Preservation Commission that contains two or more historic

structures or sites related historically or aesthetically and which has been designated a historic district pursuant to the provisions of this chapter.

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

LANDMARK —

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

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

The Commission may adopt specific operating guidelines for landmark sites designation, provided that such are in conformance with the provisions of this chapter.

RESCISSION — The removal of a landmark designation placed on a property under the provisions of this chapter.

Sec. 34-3. through Sec. 34-30. (Reserved)

ARTICLE II HISTORIC PRESERVATION COMMISSION

Sec. 34-31. Creation and establishment; composition. [Ord. No. 96-2, § III A., 1-22-1996; 12-10-2012 by Ord. No. 12-25; 8-28-2023 by Ord. No. 23-08]

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

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

Sec. 34-32. Terms; vacancies; removal; compensation. [Ord. No. 96-2, § III B., 1-22-1996; 8-28-2023 by Ord. No. 23-08]

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

Sec. 34-33. Election of officers; rules; records; meetings; quorum. [Ord. No. 96-2, § III C., 1-22-1996; 12-10-2012 by Ord. No. 12-25; 8-28-2023 by Ord. No. 23-08]

- (a) Meeting. The Commission shall meet a minimum of four times per year. Additional meetings may be called by the Chairperson or by action of the members at a duly called meeting. All meetings shall be held at the Lake Geneva City Hall unless otherwise designated by the Chairperson.
- (b) Rules of order. The Chairperson shall call the meeting to order, shall preserve order and decorum, shall decide all questions of order, and shall conduct the proceedings of the meeting in accordance with Robert's Rules of Order, unless otherwise provided by statute or by the rules stated herein.
- (c) Quorum. A majority of the membership of the Commission shall constitute a quorum for the transaction of business.
- (d) Organization. The members of the Historic Preservation Commission shall elect a

Chairperson from amongst its members. The Commission may elect other officers necessary or appropriate to aid in the efficient running of the Commission.

- (e) Agenda. The Chairperson is responsible for the preparation of the agenda and shall provide a digital or electronic copy of such agenda to the City Clerk for posting and distribution to other Commission members and the public at least 48 hours prior to such meeting. Informational material for items identified on the agenda shall also be provided with the agenda when practical.
- (f) Submittal of minutes. The Acting Secretary shall submit in a timely fashion a digital copy of the meeting minutes to the City Clerk for posting and distribution. If action by the City Council of Lake Geneva is desired, such action shall be so noted in the minutes.

Sec. 34-34. Powers and duties. [Ord. No. 96-2, § IV, 1-22-1996; 8-28-2023 by Ord. No. 23-08]

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

- (a) ~~Recommendation~~Designation of ~~designation of landmarks~~landmark structures, landmark sites, and historic districts. ~~The Commission shall recommend to the City Council of Lake Geneva designation of individual landmarks~~Designation of landmark structures, landmark sites, and historic districts. ~~Such recommendations~~ shall be in accordance with Sec. 34-61 and pursuant to Sec. 34-63.
- (b) Nomination of properties as ~~landmarks~~landmark structures, landmark sites, and historic districts. The Commission may nominate properties or areas of the ~~City~~city for designation as landmarks, landmark sites, or historic districts. Such nomination shall be in accordance with Sec. 34-~~63~~61. The Commission shall also provide a nomination form which may be used by any resident of the City to nominate any property or area within the City for designation as a landmark structure, landmark site or historic district, which shall also be in accordance with Sec. 34-61.
- (c) Authorizing certificates of appropriateness. The Commission may authorize certificates of appropriateness. Such authorization shall be in accordance with Sec. 34-81 of this chapter.
- (d) Additional duties. The Commission:
 - (1) Shall work for the continuing education of the public about the historic heritage of the City of Lake Geneva and the landmarks, landmark sites, and historic districts designated under the provisions of this chapter.
 - (2) Shall function as a resource, providing information and suggestions concerning ways in which modifications of landmarks, landmark sites, and historic districts can be made in keeping with the provisions of this chapter.
 - (3) May make use of the state historical preservation guidelines to facilitate the review of proposals received in accordance with the provisions of this chapter.
 - (4) May prepare or cause to be prepared a historic preservation master plan in accordance with the provisions of this chapter.
 - (5) Shall develop a historic district plan for each designated historic district in accordance

with provisions of Sec. 34-62 of this chapter.

- (6) Shall provide assistance to residents in their efforts to obtain local, state or federal historic designation for their property.
- (7) Shall maintain a list of individual landmarks, landmark sites, and historic districts designated under the provision of this chapter and shall make the list publicly available.
- (8) May prepare, or cause to be prepared at the City's expense, appropriate markers or signs to be placed upon or near landmarks, landmark site, and in prominent locations in historic districts.
- (9) Shall cooperate with the State Historic Preservation Office and the State Historic Preservation Review Board in attempting to include local landmarks, landmark sites, and historic districts in the State Register of Historic Places and the National Register of Historic Places.
- (10) May solicit and receive revenue for the purpose of historic preservation.
- (11) Shall research, maintain and distribute to the public information concerning tax and other financial incentives available for historic preservation.
- (12) The Commission shall encourage financial institutions to offer favorable loans for rehabilitation or restoration of historic properties. The Commission shall advise and assist property owners in obtaining information on special financing programs.

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

ARTICLE III LANDMARK, LANDMARK SITE, OR HISTORIC DISTRICT DESIGNATION

Sec. 34-61. Designation and nomination criteria for district designations and property nominations. [Ord. No. 96-2, § V C., 1-22-1996; 8-28-2023 by Ord. No. 23-08]

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

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

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

Sec. 34-62. Development of historic district plan. [Ord. No. 96-2, § VIII, 1-22-1996; 8-28-2023 by Ord. No. 23-08]

- (a) Plan analyses and objectives. Each historic district plan approved by the Historic Preservation Commission shall include a cultural and architectural analysis supporting the historic significance of the area, the specific guidelines for development and a statement of preservation objectives.
- (b) Design criteria. Design criteria to be considered in the development of historic district plans are as follows:
 - (1) The gross volume and height of any new structure shall be visually compatible with the buildings and environment with which it is visually related.
 - (2) In the street elevation of a building, the proportion between the building and environment with which it is visually related shall be considered.
 - (3) The proportions and relationships between doors and windows in the street facade should be compatible with the buildings and environment with which it is visually related.
 - (4) The rhythm of solids to voids, created by openings in facade, should be compatible with buildings and environment with which it is visually related.

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

Sec. 34-63. Procedures for landmark structure, landmark site, or historic district designations. [Ord. No. 96-2, § V, 1-22-1996; 8-28-2023 by Ord. No. 23-08]

The Commission may, after ~~notice published as publication of~~ a Class 1 notice and ~~a public hearing, as well as due notice to the parties in interest thereon, establish landmark structures, landmark sites and adjacent property owners, recommend historic districts, or rescind such designation or recommendation,~~

~~Procedures for the designation of historic districts are as follows:~~

- ~~(1) Submission of recommended area to Planning Commission. The Commission may upon its own initiative submit to the Planning Commission for public hearing and recommendation to the City Council, areas to be designated as historical districts.~~
- ~~(2) Public hearing; recommendations to City Council. The Planning Commission, upon receipt of the proposed designation of historical districts, shall hold a public hearing on the proposed district and pursuant to after application of the criteria provided in SectionSec. 34-61, and shall make their recommendationssubject to the City Council within 60 days following:~~
- ~~(3) Notice of hearing. Notice of At least ten days prior to such hearing shall be published as a Class 1 notice under W.S.A. § 985.06(2) pursuant to W.S.A. § 62.11. In cases of designation of historic districts, notice of the time, place and purpose of the public hearing shall be sent by the Commission to the Alderpersons of the Aldermanic District or Districts in which the historic district is located.~~
- ~~(4)(1) Notification of owners of record. In the matter of the designation of historic district, the City Council, upon review of the recommendation from the Planning Commission, the Commission shall notify in writing the ownersowner of record, who are owners of the affected property, the owner of record of property, in whole or in part, situated within 100three hundred feet of the boundaries of theaffected property affected or within the boundaries of the proposed historic district. For the purpose of this chapter owners of record are those listed in the office of the City Assessorand the occupants of the affected property; and it shall also notify the plan commission and the building and zoning administrator.~~

~~Sec. 34-64. Procedures for locally designated landmark structure or landmark site nominations. [Ord. No. 96-2, § V B, 1-22-1996; Ord. No. 07-02, § 1, 2-12-2007; 8-28-2023 by Ord. No. 23-08]~~

- ~~(a) Nominations by the Commission. Commission nominations for local City-owned landmarks shall be referred to the Planning Commission for public hearing and recommendation to the City Council of Lake Geneva.~~
- ~~(2) Acceptance of nomination; plaque. When the nomination of a landmark or landmark site has been accepted, the Commission, in cooperation with the property owner, may At such public hearing, the commission may hear other witnesses, in addition to the persons notified.~~
- ~~(3) After such public hearing, the commission may designate the property as a landmark structure or landmark site, may include it in an historic district or may rescind such designation. Notice of such designation or rescission shall be sent to the property owner of record and to other persons identified in subsection (1) of this section. Notification shall also be given to the city clerk, building and zoning administrator, city assessor and plan commission.~~
- ~~(4) Any decision of the Commission, pursuant to this title may be appealed by the owner of the affected property to the city council for its determination.~~
- ~~(5) If the owner of the property objects to the proposed designation, he shall file a written objection to the designation with the Commission on or before the hearing. If such objection is timely filed, any action by the commission must be ratified by a two-third vote of the city council to become effective.~~
- ~~(b) After a landmark structure, landmark site or historic district has been so designated in accordance with this title, the Commission may with consent of the owner cause to be prepared and erected on such property, a at city expense suitable plaque provided by the City of Lake Geneva.~~
- ~~(c) Application by owner. Lake Geneva residents who feel a property may meet the criteria to qualify as a landmark structure or landmark site under this chapter may apply to the Commission in writing for nominations as plaques or sign recognizing the landmark structure or landmark site. Acceptance by the Commission of any such application will be made by the Commission pursuant to its rules and the criteria established and set forth in Sec. 34-61.~~
- ~~(6) .~~

Sec. 34-65. through Sec. 34-80. (Reserved)

ARTICLE IV

CERTIFICATES OF APPROPRIATENESS

Sec. 34-81. Procedures. [Ord. No. 96-2, § VII A., 1-22-1996; Ord. No. 07-02, § 1, 2-12-2007; 8-28-2023 by Ord. No. 23-08]

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

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

- (1) **Application.** Applications for certificate of appropriateness shall be submitted to the Commission with supporting materials such as drawings, plans, renderings, elevations, or descriptions of proposed work necessary for Commission to adequately review the proposed alterations against the standards in Sec. 34-62.
- (2) **Deadline for submission.** Application and supporting materials must be submitted no less than 10 days prior to the Commission's regularly scheduled monthly meeting.
- (3) **Review of application.** Review of the application for certificate of appropriateness will be held at the Commission's monthly meeting.
- (4) **Issuance of certificate.** If after review, the Commission grants a certificate of appropriateness to the applicant, a written certificate shall be issued and mailed to the applicant within three business days.
- (5) **Certificate does not relieve applicant from other permit and approval requirements.** Issuance of a certificate of appropriateness shall not relieve the applicant from obtaining other permits and approvals required by the City. A building permit or other municipal permits shall be invalid if it is obtained without the presentation of the certificate required for the proposed work.
- (6) **Denial; written notice; alternatives for applicant.** If after review, the Commission denies the certificate of appropriateness, a written notice of denial and reasons for denial shall be mailed to the applicant within three business days. The Commission shall assist the applicant by recommending acceptable alternatives that would qualify for a certificate of appropriateness.
- (7) **Ordinary maintenance and repairs.** Ordinary maintenance and repairs may be undertaken without a certificate of appropriateness, provided that the work involves repairs to existing features of a landmark structure or site or the replacement of elements of a structure with pieces identical in appearance and provided that the work does not change the exterior appearance of the structure or site and does not require the issuance of a building permit.
- (8) **Appeal.** Any decision of the Commission may be appealed to the City Council through the following procedures:

- a. If 30 days after the Commission denies a certificate of appropriateness, no satisfactory resolution has been reached between the Commission and the applicant, the applicant may, within an additional 30 days thereafter, appeal to the City Council of Lake Geneva from the Commission's decision by written request, specifying the grounds for the appeal.
- b. After a public hearing the City Council of Lake Geneva may reverse or modify the decision of the Commission if, after balancing the interests of the public and the preservation of the subject property and interest of the owner, the City Council finds that owing to unique conditions pertaining to the specific piece of property, failure to grant the certificate of appropriateness will cause serious hardship to the owner. Any such decision will be by majority of Council members present.

Sec. 34-82. Criteria and standards for approval. [Ord. No. 96-2, § VII B., 1-22-1996; 8-28-2023 by Ord. No. 23-08]

- (a) Upon filing of any application for a certificate of appropriateness with the Commission, the Commission shall approve the application if the following criteria are met:
 - (1) For designated landmarks, the proposed changes would not destroy or adversely affect any exterior feature of the structure or site, visible to a street.
 - (2) For the construction of a new improvement upon a landmark site or within a historic district, the exterior of such improvement, visible from a street, would harmonize with the external appearances of neighboring improvements.
 - (3) The historic building or structure is not of such architectural or historical significance that its demolition would be detrimental to the public interest and/or contrary to the general welfare of the people of the City of Lake Geneva and the state.
 - (4) For the demolition of a deteriorated building or structure, any economic hardship or difficulty claimed by the owner was not self-created or the result of any failure to maintain the property in good repair.
- (b) In addition to the criteria of Subsection (a) of this section, the Commission may consider and give decisive weight to any of the following standards:
 - (1) The use of the property shall require minimal change in the defining characteristics of the building and its site and environment.
 - (2) The historic character of a property shall be retained and preserved. The removal of historic materials or alterations of features and spaces that characterize a property shall be avoided.
 - (3) Each property shall be recognized as a physical record of its time, place and use. Changes that create a false sense of historic development, such as adding conjectural features or architectural elements from other buildings, shall be avoided.
 - (4) Properties change over time. Those changes which have acquired historic significance in their own right shall be retained and preserved.

- (5) Distinctive features, finishes and construction techniques or example of craftsmanship that characterize a property shall be preserved.
- (6) Deteriorated historic features shall be repaired rather than replaced whenever practicable. Where the severity of deterioration requires replacement of distinctive features, the new feature shall match the old design, color, texture and other visual qualities and where possible, materials. Replacement of missing features shall be substantiated by documentary, physical or pictorial evidence.
- (7) Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
- (8) Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
- (9) Additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale and architectural features to protect the historic integrity of the property and its environment. However, for restoration, reconstruction or exterior alteration of structures of unusual or uncommon design and of materials and/or textures that cannot be reproduced without great difficulty and/or expense, appropriate alternative design, materials and/or texture may be authorized.
- (10) New additions and adjacent or related new construction shall be undertaken in such manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

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

ARTICLE V MAINTENANCE AND RESCISSION

Sec. 34-91. Maintenance. [Ord. No. 96-2, § VI, 1-22-1996; 8-28-2023 by Ord. No. 23-08]

- (a) The owner of a landmark structure or site shall keep in good repair all of the exterior portions of such, and all interior portions which, if not so maintained, may cause or tend to cause the exterior portions of such to fall into a state of disrepair as follows:
- (1) The deterioration of exterior walls or other vertical supports.
 - (2) The deterioration of roofs or other horizontal members.
 - (3) The deterioration of external chimneys.
 - (4) The deterioration or crumbling of exterior plaster or mortar.
 - (5) The ineffective waterproofing of exterior walls, roof and foundation, including broken windows or doors.
 - (6) The peeling of paint, rotting holes and other forms of decay.
 - (7) The deterioration of surrounding environment, e.g., fences, gates, sidewalks, steps, signs, accessory structures and landscaping.
 - (8) The deterioration of any feature so as to create or permit the creation of any hazardous or unsafe conditions.
 - (9) All interior portions which may cause the exterior to deteriorate or become damaged or to otherwise fall into a state of disrepair.
- (b) The purpose of this section is to encourage the prevention of deterioration or damage by vandalism or natural causes that may require subsequent demolition or reduced marketability of a building or a structure that is designated a historical structure or site.

Sec. 34-92. Conditions dangerous to life, health or property. [Ord. No. 96-2, § VIII A., 1-22-1996; 8-28-2023 by Ord. No. 23-08]

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

Sec. 34-93. Rescission ~~procedures of landmark structures, landmark sites and historic districts.~~ [Ord. No. 96-2, § V ~~D., B.~~, 1-22-1996; Ord. No. 07-02, § 1, 2-12-2007; 8-28-2023 by- Ord. No. 23-08]

~~Rescission procedures are as follows:~~

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

- ~~(2) Criteria to be considered for rescission may include, but are not limited to, an application that demonstrates that the owner wishes to sell but is unable to find a buyer willing to preserve such historic structure or site.~~
- ~~(1) Rescission recommendations are to be made to the Planning Commission and the City Council and utilize the procedures set forth under Sec. 34-81. If the person listed as owner of record of a landmark structure or landmark site is unable to find a buyer willing to preserve the landmark structure or landmark site, such person may petition the commission for a rescission of its designation. Such petition shall contain an affidavit under oath that the person has made reasonable attempts in good faith to find and attract such a buyer, as well as such further information deemed reasonably necessary by the commission for the purpose of evaluating the petition.~~
- ~~(2) Following the filing of such petition, the owner and the Commission shall work together for up to six months to try to locate a buyer for the subject property who is willing to comply with the designation. If at the end of six months no such buyer can be found, and if the owner still desires to obtain such rescission, the Commission shall rescind its designation of the subject property.~~
- ~~(3) In the event of rescission, the Commission shall notify the city clerk, building and zoning administrator and assessor of the same, and shall cause the rescission to be recorded at city expense in the Walworth County register of deeds.~~
- ~~(4) Following any such rescission, the Commission may not redesignate the subject property as a landmark structure or landmark site for at least five years from the date of rescission unless requested by the owner.~~
- ~~(5) Before the Commission explores a city owned property as a potential landmark, the Commission shall notify the city administrator with a notice of intent. The city administrator shall then include the notice of the requested designation on the agenda of a common council meeting, that is held within thirty days of the notice, and provide the common council with its option to object to the designation under Sec. 34-63(5). The common council shall not be required to act on the proposed designation; however, if at the meeting a majority of the voting common council members vote to object to the designation, the Commission shall dismiss the proposal.~~

(3)

ARTICLE I IN GENERAL

Sec. 34-1. Purpose and intent of chapter. [Ord. No. 96-2, § I, 1-22-1996; 8-28-2023 by Ord. No. 23-08]

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

- (1) Foster civic awareness and pride in the notable accomplishments of the past.
- (2) Educate the public as to the need and value of the City of Lake Geneva's historic preservation program and its enhancements of the quality of life.
- (3) Stabilize and improve the property values.
- (4) Enhance the visual and aesthetic character of the City of Lake Geneva.
- (5) Protect the City of Lake Geneva's special architectural history and character for its residents and guests.
- (6) Serve as a support and stimulus to business, industry and tourism thereby strengthening the economy of the City.

Sec. 34-2. Definitions. [Ord. No. 96-2, § II, 1-22-1996; 8-28-2023 by Ord. No. 23-08]

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

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

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

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

CONSTRUCTION — Any act or process which requires a building permit.

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

EXTERIOR FEATURES — The architectural design features and materials exhibited on the exterior of a building.

HISTORIC DISTRICT — An area designated by the City Council of Lake Geneva on recommendation of the Historic Preservation Commission that contains two or more historic

structures or sites related historically or aesthetically and which has been designated a historic district pursuant to the provisions of this chapter.

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

LANDMARK —

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

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

The Commission may adopt specific operating guidelines for landmark sites designation, provided that such are in conformance with the provisions of this chapter.

RESCISSION — The removal of a landmark designation placed on a property under the provisions of this chapter.

Sec. 34-3. through Sec. 34-30. (Reserved)

ARTICLE II HISTORIC PRESERVATION COMMISSION

Sec. 34-31. Creation and establishment; composition. [Ord. No. 96-2, § III A., 1-22-1996; 12-10-2012 by Ord. No. 12-25; 8-28-2023 by Ord. No. 23-08]

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

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

Sec. 34-32. Terms; vacancies; removal; compensation. [Ord. No. 96-2, § III B., 1-22-1996; 8-28-2023 by Ord. No. 23-08]

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

Sec. 34-33. Election of officers; rules; records; meetings; quorum. [Ord. No. 96-2, § III C., 1-22-1996; 12-10-2012 by Ord. No. 12-25; 8-28-2023 by Ord. No. 23-08]

- (a) Meeting. The Commission shall meet a minimum of four times per year. Additional meetings may be called by the Chairperson or by action of the members at a duly called meeting. All meetings shall be held at the Lake Geneva City Hall unless otherwise designated by the Chairperson.
- (b) Rules of order. The Chairperson shall call the meeting to order, shall preserve order and decorum, shall decide all questions of order, and shall conduct the proceedings of the meeting in accordance with Robert's Rules of Order, unless otherwise provided by statute or by the rules stated herein.
- (c) Quorum. A majority of the membership of the Commission shall constitute a quorum for the transaction of business.
- (d) Organization. The members of the Historic Preservation Commission shall elect a

Chairperson from amongst its members. The Commission may elect other officers necessary or appropriate to aid in the efficient running of the Commission.

- (e) Agenda. The Chairperson is responsible for the preparation of the agenda and shall provide a digital or electronic copy of such agenda to the City Clerk for posting and distribution to other Commission members and the public at least 48 hours prior to such meeting. Informational material for items identified on the agenda shall also be provided with the agenda when practical.
- (f) Submittal of minutes. The Acting Secretary shall submit in a timely fashion a digital copy of the meeting minutes to the City Clerk for posting and distribution. If action by the City Council of Lake Geneva is desired, such action shall be so noted in the minutes.

Sec. 34-34. Powers and duties. [Ord. No. 96-2, § IV, 1-22-1996; 8-28-2023 by Ord. No. 23-08]

The Commission shall have the power to designate landmark structures, landmark sites, and historic districts within the City of Lake Geneva.

- (a) Designation of landmark structures, landmark sites, and historic districts. Designation of landmark structures, landmark sites, and historic districts shall be in accordance with Sec. 34-61 and pursuant to Sec. 34-63.
- (b) Nomination of properties as landmark structures, landmark sites, and historic districts. The Commission may nominate properties or areas of the city for designation as landmarks, landmark sites, or historic districts. Such nomination shall be in accordance with Sec. 34-61. The Commission shall also provide a nomination form which may be used by any resident of the City to nominate any property or area within the City for designation as a landmark structure, landmark site or historic district, which shall also be in accordance with Sec. 34-61.
- (c) Authorizing certificates of appropriateness. The Commission may authorize certificates of appropriateness. Such authorization shall be in accordance with Sec. 34-81 of this chapter.
- (d) Additional duties. The Commission:
 - (1) Shall work for the continuing education of the public about the historic heritage of the City of Lake Geneva and the landmarks, landmark sites, and historic districts designated under the provisions of this chapter.
 - (2) Shall function as a resource, providing information and suggestions concerning ways in which modifications of landmarks, landmark sites, and historic districts can be made in keeping with the provisions of this chapter.
 - (3) May make use of the state historical preservation guidelines to facilitate the review of proposals received in accordance with the provisions of this chapter.
 - (4) May prepare or cause to be prepared a historic preservation master plan in accordance with the provisions of this chapter.
 - (5) Shall develop a historic district plan for each designated historic district in accordance with provisions of Sec. 34-62 of this chapter.

- (6) Shall provide assistance to residents in their efforts to obtain local, state or federal historic designation for their property.
- (7) Shall maintain a list of individual landmarks, landmark sites, and historic districts designated under the provision of this chapter and shall make the list publicly available.
- (8) May prepare, or cause to be prepared at the City's expense, appropriate markers or signs to be placed upon or near landmarks, landmark site, and in prominent locations in historic districts.
- (9) Shall cooperate with the State Historic Preservation Office and the State Historic Preservation Review Board in attempting to include local landmarks, landmark sites, and historic districts in the State Register of Historic Places and the National Register of Historic Places.
- (10) May solicit and receive revenue for the purpose of historic preservation.
- (11) Shall research, maintain and distribute to the public information concerning tax and other financial incentives available for historic preservation.
- (12) The Commission shall encourage financial institutions to offer favorable loans for rehabilitation or restoration of historic properties. The Commission shall advise and assist property owners in obtaining information on special financing programs.

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

ARTICLE III LANDMARK, LANDMARK SITE, OR HISTORIC DISTRICT DESIGNATION

Sec. 34-61. Designation and nomination criteria for district designations and property nominations. [Ord. No. 96-2, § V C., 1-22-1996; 8-28-2023 by Ord. No. 23-08]

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

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

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

Sec. 34-62. Development of historic district plan. [Ord. No. 96-2, § VIII, 1-22-1996; 8-28-2023 by Ord. No. 23-08]

- (a) Plan analyses and objectives. Each historic district plan approved by the Historic Preservation Commission shall include a cultural and architectural analysis supporting the historic significance of the area, the specific guidelines for development and a statement of preservation objectives.
- (b) Design criteria. Design criteria to be considered in the development of historic district plans are as follows:
 - (1) The gross volume and height of any new structure shall be visually compatible with the buildings and environment with which it is visually related.
 - (2) In the street elevation of a building, the proportion between the building and environment with which it is visually related shall be considered.
 - (3) The proportions and relationships between doors and windows in the street facade should be compatible with the buildings and environment with which it is visually related.
 - (4) The rhythm of solids to voids, created by openings in facade, should be compatible with buildings and environment with which it is visually related.

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

Sec. 34-63. Procedures for landmark structure, landmark site, or historic district designations. [Ord. No. 96-2, § V, 1-22-1996; 8-28-2023 by Ord. No. 23-08]

The Commission may, after publication of a Class 1 notice and a public hearing thereon, establish landmark structures, landmark sites and historic districts or rescind such designation after application of the criteria provided in Sec. 34-61, subject to the following:

- (1) At least ten days prior to such hearing, the Commission shall notify in writing the owner of record of the affected property, the owner of record of property within three hundred feet of the affected property and the occupants of the affected property; and it shall also notify the plan commission and the building and zoning administrator.
- (2) At such public hearing, the commission may hear other witnesses, in addition to the persons notified.
- (3) After such public hearing, the commission may designate the property as a landmark structure or landmark site, may include it in an historic district or may rescind such designation. Notice of such designation or rescission shall be sent to the property owner of record and to other persons identified in subsection (1) of this section. Notification shall also be given to the city clerk, building and zoning administrator, city assessor and plan commission.
- (4) Any decision of the Commission, pursuant to this title may be appealed by the owner of the affected property to the city council for its determination.
- (5) If the owner of the property objects to the proposed designation, he shall file a written objection to the designation with the Commission on or before the hearing. If such objection is timely filed, any action by the commission must be ratified by a two-third vote of the city council to become effective.
- (6) After a landmark structure, landmark site or historic district has been so designated in accordance with this title, the Commission may with consent of the owner cause to be prepared and erected on such property at city expense suitable plaques or sign recognizing the landmark.

Sec. 34-65. through Sec. 34-80. (Reserved)

ARTICLE IV CERTIFICATES OF APPROPRIATENESS

Sec. 34-81. Procedures. [Ord. No. 96-2, § VII A., 1-22-1996; Ord. No. 07-02, § 1, 2-12-2007; 8-28-2023 by Ord. No. 23-08]

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

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

- (1) Application. Applications for certificate of appropriateness shall be submitted to the Commission with supporting materials such as drawings, plans, renderings, elevations, or descriptions of proposed work necessary for Commission to adequately review the proposed alterations against the standards in Sec. 34-62.
- (2) Deadline for submission. Application and supporting materials must be submitted no less than 10 days prior to the Commission's regularly scheduled monthly meeting.
- (3) Review of application. Review of the application for certificate of appropriateness will be held at the Commission's monthly meeting.
- (4) Issuance of certificate. If after review, the Commission grants a certificate of appropriateness to the applicant, a written certificate shall be issued and mailed to the applicant within three business days.
- (5) Certificate does not relieve applicant from other permit and approval requirements. Issuance of a certificate of appropriateness shall not relieve the applicant from obtaining other permits and approvals required by the City. A building permit or other municipal permits shall be invalid if it is obtained without the presentation of the certificate required for the proposed work.
- (6) Denial; written notice; alternatives for applicant. If after review, the Commission denies the certificate of appropriateness, a written notice of denial and reasons for denial shall be mailed to the applicant within three business days. The Commission shall assist the applicant by recommending acceptable alternatives that would qualify for a certificate of appropriateness.
- (7) Ordinary maintenance and repairs. Ordinary maintenance and repairs may be undertaken without a certificate of appropriateness, provided that the work involves repairs to existing features of a landmark structure or site or the replacement of elements of a structure with pieces identical in appearance and provided that the work does not change the exterior appearance of the structure or site and does not require the issuance of a building permit.
- (8) Appeal. Any decision of the Commission may be appealed to the City Council through the following procedures:

- a. If 30 days after the Commission denies a certificate of appropriateness, no satisfactory resolution has been reached between the Commission and the applicant, the applicant may, within an additional 30 days thereafter, appeal to the City Council of Lake Geneva from the Commission's decision by written request, specifying the grounds for the appeal.
- b. After a public hearing the City Council of Lake Geneva may reverse or modify the decision of the Commission if, after balancing the interests of the public and the preservation of the subject property and interest of the owner, the City Council finds that owing to unique conditions pertaining to the specific piece of property, failure to grant the certificate of appropriateness will cause serious hardship to the owner. Any such decision will be by majority of Council members present.

Sec. 34-82. Criteria and standards for approval. [Ord. No. 96-2, § VII B., 1-22-1996; 8-28-2023 by Ord. No. 23-08]

- (a) Upon filing of any application for a certificate of appropriateness with the Commission, the Commission shall approve the application if the following criteria are met:
 - (1) For designated landmarks, the proposed changes would not destroy or adversely affect any exterior feature of the structure or site, visible to a street.
 - (2) For the construction of a new improvement upon a landmark site or within a historic district, the exterior of such improvement, visible from a street, would harmonize with the external appearances of neighboring improvements.
 - (3) The historic building or structure is not of such architectural or historical significance that its demolition would be detrimental to the public interest and/or contrary to the general welfare of the people of the City of Lake Geneva and the state.
 - (4) For the demolition of a deteriorated building or structure, any economic hardship or difficulty claimed by the owner was not self-created or the result of any failure to maintain the property in good repair.
- (b) In addition to the criteria of Subsection (a) of this section, the Commission may consider and give decisive weight to any of the following standards:
 - (1) The use of the property shall require minimal change in the defining characteristics of the building and its site and environment.
 - (2) The historic character of a property shall be retained and preserved. The removal of historic materials or alterations of features and spaces that characterize a property shall be avoided.
 - (3) Each property shall be recognized as a physical record of its time, place and use. Changes that create a false sense of historic development, such as adding conjectural features or architectural elements from other buildings, shall be avoided.
 - (4) Properties change over time. Those changes which have acquired historic significance in their own right shall be retained and preserved.

- (5) Distinctive features, finishes and construction techniques or example of craftsmanship that characterize a property shall be preserved.
- (6) Deteriorated historic features shall be repaired rather than replaced whenever practicable. Where the severity of deterioration requires replacement of distinctive features, the new feature shall match the old design, color, texture and other visual qualities and where possible, materials. Replacement of missing features shall be substantiated by documentary, physical or pictorial evidence.
- (7) Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
- (8) Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
- (9) Additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale and architectural features to protect the historic integrity of the property and its environment. However, for restoration, reconstruction or exterior alteration of structures of unusual or uncommon design and of materials and/or textures that cannot be reproduced without great difficulty and/or expense, appropriate alternative design, materials and/or texture may be authorized.
- (10) New additions and adjacent or related new construction shall be undertaken in such manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

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

ARTICLE V
MAINTENANCE AND RESCISSION

Sec. 34-91. Maintenance. [Ord. No. 96-2, § VI, 1-22-1996; 8-28-2023 by Ord. No. 23-08]

- (a) The owner of a landmark structure or site shall keep in good repair all of the exterior portions of such, and all interior portions which, if not so maintained, may cause or tend to cause the exterior portions of such to fall into a state of disrepair as follows:
- (1) The deterioration of exterior walls or other vertical supports.
 - (2) The deterioration of roofs or other horizontal members.
 - (3) The deterioration of external chimneys.
 - (4) The deterioration or crumbling of exterior plaster or mortar.
 - (5) The ineffective waterproofing of exterior walls, roof and foundation, including broken windows or doors.
 - (6) The peeling of paint, rotting holes and other forms of decay.
 - (7) The deterioration of surrounding environment, e.g., fences, gates, sidewalks, steps, signs, accessory structures and landscaping.
 - (8) The deterioration of any feature so as to create or permit the creation of any hazardous or unsafe conditions.
 - (9) All interior portions which may cause the exterior to deteriorate or become damaged or to otherwise fall into a state of disrepair.
- (b) The purpose of this section is to encourage the prevention of deterioration or damage by vandalism or natural causes that may require subsequent demolition or reduced marketability of a building or a structure that is designated a historical structure or site.

Sec. 34-92. Conditions dangerous to life, health or property. [Ord. No. 96-2, § VIII A., 1-22-1996; 8-28-2023 by Ord. No. 23-08]

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

Sec. 34-93. Rescission of landmark structures, landmark sites and historic districts. [Ord. No. 96-2, § V B, 1-22-1996; Ord. No. 07-02, § 1, 2-12-2007; 8-28-2023 by Ord. No. 23-08]

- (1) If the person listed as owner of record of a landmark structure or landmark site is unable to find a buyer willing to preserve the landmark structure or landmark site, such person may petition the commission for a rescission of its designation. Such petition shall contain

an affidavit under oath that the person has made reasonable attempts in good faith to find and attract such a buyer, as well as such further information deemed reasonably necessary by the commission for the purpose of evaluating the petition.

- (2) Following the filing of such petition, the owner and the Commission shall work together for up to six months to try to locate a buyer for the subject property who is willing to comply with the designation. If at the end of six months no such buyer can be found, and if the owner still desires to obtain such rescission, the Commission shall rescind its designation of the subject property.
- (3) In the event of rescission, the Commission shall notify the city clerk, building and zoning administrator and assessor of the same, and shall cause the rescission to be recorded at city expense in the Walworth County register of deeds.
- (4) Following any such rescission, the Commission may not redesignate the subject property as a landmark structure or landmark site for at least five years from the date of rescission unless requested by the owner.
- (5) Before the Commission explores a city owned property as a potential landmark, the Commission shall notify the city administrator with a notice of intent. The city administrator shall then include the notice of the requested designation on the agenda of a common council meeting, that is held within thirty days of the notice, and provide the common council with its option to object to the designation under Sec. 34-63(5). The common council shall not be required to act on the proposed designation; however, if at the meeting a majority of the voting common council members vote to object to the designation, the Commission shall dismiss the proposal.

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Invoice.Batch = "03212025","03252025","03272025"

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
ASR EVENTS LLC				
SNOWRACE20	03/19/2025	ABOMINABLE SNOW RACE 202	47-70-00-57150 PROMOTIONAL GRANT	10,000.00
Total ASR EVENTS LLC:				10,000.00
AT&T				
262248210203	03/13/2025	RIVIERA ELEVATOR	40-55-20-52210 RIVIERA ELEVATOR PHONE EXPENSE	205.10
262248226403	03/13/2025	FIRE DEPT	11-22-00-52210 FIRE TELEPHONE EXPENSE	421.74
262248456703	03/13/2025	POLICE-911 MODEM	11-21-00-52620 PD COMMUNICATION SYS MAINT FEE	427.24
262248471503	03/13/2025	CITY HALL-PORTS	11-16-10-52210 CITY HALL TELEPHONE	421.74
262248491303	03/13/2025	STREET FAX	11-32-10-52210 ST DEPT TELEPHONE EXPENSE	210.87
262248567103	03/13/2025	RIVIERA ELEVATOR	40-55-20-52210 RIVIERA ELEVATOR PHONE EXPENSE	210.87
262249529903	03/16/2025	LIBRARY - 6 LINES	99-00-00-52210 LIBRARY TELEPHONE EXP	163.26
262249529903	03/16/2025	STREET - 1 LINE	11-32-10-52210 ST DEPT TELEPHONE EXPENSE	27.22
262249529903	03/16/2025	COURT FAX	11-12-00-52210 MUNICIPAL CT TELEPHONE	27.22
262249529903	03/16/2025	CITY HALL-ALARM LINES	11-16-10-52210 CITY HALL TELEPHONE	27.22
262249529903	03/16/2025	CEMETERY - 1 LINE	48-00-00-52210 CEM TELEPHONE EXP	27.22
262249529903	03/16/2025	LOWER RIVIERA - 1 LINE	40-55-20-52210 RIVIERA ELEVATOR PHONE EXPENSE	27.22
262249529903	03/16/2025	UPPER RIVIERA - 2 LINES	40-55-10-52210 TELEPHONE EXPENSE	54.43
262249529903	03/16/2025	FIRE DEPT - 2 LINES	11-22-00-52210 FIRE TELEPHONE EXPENSE	54.43
262249529903	03/16/2025	POLICE - 3 LINES	11-21-00-52210 PD TELEPHONE EXPENSE	81.63
262R72091103	03/01/2025	911 MARCH	11-21-00-52620 PD COMMUNICATION SYS MAINT FEE	2,600.00
2994399903	03/11/2025	CITY HALL-LINES- .45	11-16-10-52210 CITY HALL TELEPHONE	213.93
2994399903	03/11/2025	POLICE MAIN-LINES- .45	11-21-00-52210 PD TELEPHONE EXPENSE	213.93
2994399903	03/11/2025	COURT MAIN-LINES- .05	11-12-00-52210 MUNICIPAL CT TELEPHONE	23.77
2994399903	03/11/2025	METER-LINES- .05	42-34-50-52210 TELEPHONE EXPENSE	23.77
7045090012	03/11/2025	CITY HALL-PORTS- .45	11-16-10-52210 CITY HALL TELEPHONE	320.43
7045090012	03/11/2025	POLICE MAIN-PORTS- .45	11-21-00-52210 PD TELEPHONE EXPENSE	320.43
7045090012	03/11/2025	COURT MAIN-PORTS .05	11-12-00-52210 MUNICIPAL CT TELEPHONE	35.60
7045090012	03/11/2025	METER-PORTS- .05	42-34-50-52210 TELEPHONE EXPENSE	35.60
S660270270-2	03/01/2025	ETHERNET	11-21-00-52210 PD TELEPHONE EXPENSE	339.74
Total AT&T:				6,514.61
AT&T MOBILITY				
287305036061	02/23/2025	CELL- MARCH	11-21-00-52210 PD TELEPHONE EXPENSE	1,531.60
Total AT&T MOBILITY:				1,531.60
AURORA MEDICAL GROUP				
56934	03/02/2025	CONSORTIUM, ANNUAL FEE	11-32-10-52050 DRUG AND MEDICAL TESTING	100.00
56934	03/02/2025	GEHRLEIN-DRUG SCREEN	62-00-00-92600 EMPLOYEE PENSIONS & BENEFITS	53.00
Total AURORA MEDICAL GROUP:				153.00
BOWEN, DORAE				
BOWEN32120	03/14/2025	WATERCOLOR CLASS	99-00-00-54150 LIBRARY PROGRAMS	250.00
Total BOWEN, DORAE:				250.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
BROWN, JASON				
03/24/25	03/24/2025	MEALS-TRAINING 04/01-04/03/2	11-21-00-53310 PD MEALS & LODGING	57.00
Total BROWN, JASON:				57.00
CHARTER COMMUNICATIONS				
152474001032	03/21/2025	INTERNET SERV.- APR 2025	11-22-00-52210 FIRE TELEPHONE EXPENSE	119.99
152474201031	03/14/2025	INTERNET SERV.- MAR 2025	47-70-00-57155 TOURISM MUNICIPAL DEVELOPMENT	119.99
152474301031	03/14/2025	INTERNET SERV.- MAR 2025	11-21-00-52210 PD TELEPHONE EXPENSE	359.99
152474401031	03/14/2025	INTERNET SERV.- MAR 2025	11-16-10-52210 CITY HALL TELEPHONE	219.99
Total CHARTER COMMUNICATIONS:				819.96
CITY OF LAKE GENEVA POLICE DEPT				
03/25/25	03/25/2025	PETTY CASH-POSTAGE	11-21-00-53120 PD POSTAGE	131.13
Total CITY OF LAKE GENEVA POLICE DEPT:				131.13
CORDOVA, MARIA				
03/18/25	03/18/2025	MILEAGE REIMBURSEMENTS-J	99-00-00-55170 LIBRARY OUTREACH	59.71
Total CORDOVA, MARIA:				59.71
DE LAGE LANDEN FINANCIAL SERVICES INC				
589582746	03/08/2025	COPIER-APR 2025	11-22-00-53400 OPERATING SUPPLIES	291.81
Total DE LAGE LANDEN FINANCIAL SERVICES INC:				291.81
ENVISIONWARE INC				
INV-US-74134	02/28/2025	RENEWAL SUBSCRIPTION-2025	99-00-00-55150 LIBRARY COMPUTER SOFTWARE	3,246.43
Total ENVISIONWARE INC:				3,246.43
EVERBRIDGE INC				
M86643	03/18/2025	NIXLE SERVICES 03/18/25-03/17	11-15-10-54500 COMPUTER IT SVC & EQUIPMENT	686.67
M86643	03/18/2025	NIXLE SERVICES 03/18/25-03/17	11-21-00-52620 PD COMMUNICATION SYS MAINT FEE	686.67
M86643	03/18/2025	NIXLE SERVICES 03/18/25-03/17	11-22-00-54500 FIRE IT SERVICES	686.67
M86643	03/18/2025	NIXLE SERVICES 03/18/25-03/17	11-32-10-53990 ST DEPT MISCELLANEOUS EXP	686.67
M86643	03/18/2025	NIXLE SERVICES 03/18/25-03/17	61-00-00-53990 MISCELLANEOUS EXPENSE	343.33
M86643	03/18/2025	NIXLE SERVICES 03/18/25-03/17	62-00-00-93000 MISCELLANEOUS GENERAL EXP	343.32
M86643	03/18/2025	NIXLE SERVICES 03/18/25-03/17	99-00-00-54155 LIBRARY MARKETING	686.67
Total EVERBRIDGE INC:				4,120.00
EWALD HARTFORD LLC				
49300	03/27/2025	CAR 4 REPLACEMENT-FORD E	50-22-00-58000 FIRE EQUIPMENT PURCHASES	48,382.00
Total EWALD HARTFORD LLC:				48,382.00
GENEVA LAKE CONSERVANCY				
03/21/25	03/21/2025	SPEAKER AT AVIAN EVENT	11-70-00-57800 AVIAN COMMITTEE EXPENSES	50.00
Total GENEVA LAKE CONSERVANCY:				50.00
GENEVA ONLINE INC				
1169012	03/01/2025	INTERNET-MARCH	11-21-00-52210 PD TELEPHONE EXPENSE	39.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total GENEVA ONLINE INC:				39.00
GLAS EDUCATION				
03/21/25	03/21/2025	SPEAKER AT AVIAN EVENT	11-70-00-57800 AVIAN COMMITTEE EXPENSES	50.00
Total GLAS EDUCATION:				50.00
GOEPPINGER, ELIZABETH				
03/21/25	03/21/2025	SPEAKER AT AVIAN EVENT	11-70-00-57800 AVIAN COMMITTEE EXPENSES	50.00
Total GOEPPINGER, ELIZABETH:				50.00
HAYWOOD, JOEY				
03/19/25	03/19/2025	REIMBURSE SIDEWALK-112 SQ	11-32-10-52700 SIDEWALK REPAIRS	196.00
Total HAYWOOD, JOEY:				196.00
JONES, HEATHER				
APRIL 2025	04/01/2025	RIVIERA EVENTS COORDINATO	47-00-00-57212 RIVIERA MARKETING COORDINATOR	5,833.34
Total JONES, HEATHER:				5,833.34
KRAJOVIC, MICHAEL W.				
03/30/25	03/30/2025	HILMOOR CONSULTANT-03/30/2	11-62-01-59900 OTHER PROFESSIONAL SERVICES	1,500.00
Total KRAJOVIC, MICHAEL W.:				1,500.00
LESTER, LUCINDA				
MEMORYCAF	03/14/2025	MEMORY CAFE PROGRAM	99-00-00-54150 LIBRARY PROGRAMS	100.00
Total LESTER, LUCINDA:				100.00
NEI-TURNER MEDIA				
239800-1	12/10/2024	CHICAGO WEDDINGS-2ND INST	47-70-00-57155 TOURISM MUNICIPAL DEVELOPMENT	7,167.50
Total NEI-TURNER MEDIA:				7,167.50
NICIA, ERICK J				
03/19/25	06/07/2030	REIMBURSE-HOSE REEL PURC	40-54-10-53520 BEACH MAINTENANCE SUPPLIES	104.99
Total NICIA, ERICK J:				104.99
NORDSTROM, JAYSON				
03/19/25	03/19/2025	REIMBURSE SIDEWALK-104 SQ	11-32-10-52700 SIDEWALK REPAIRS	182.00
Total NORDSTROM, JAYSON:				182.00
SARLES, EMILY				
03/24/25	03/24/2025	MEALS -TRAINING 04/01-04/03/2	11-21-00-53310 PD MEALS & LODGING	57.00
Total SARLES, EMILY:				57.00
SHIRODA, CORTNEY				
03/19/25	03/19/2025	MEALS-TRAINING 04/10/23	11-21-00-53310 PD MEALS & LODGING	19.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total SHIRODA, CORTNEY:				19.00
SPRINGHORN, KARL				
REIMB MAR 2	03/18/2025	LUNCH REIMB-COURT 3/13/25	11-21-00-53310 PD MEALS & LODGING	18.85
Total SPRINGHORN, KARL:				18.85
US CELLULAR				
0716578747	03/12/2025	HARBORMASTER CELL	40-55-10-52210 TELEPHONE EXPENSE	49.82
0716578747	03/12/2025	ADMINISTRATOR CELL	11-16-10-52210 CITY HALL TELEPHONE	51.31
0716578747	03/12/2025	BEACH CELL	40-54-10-52210 BEACH TELEPHONE	16.32
0716578747	03/12/2025	RIVIERA CELL-HEATHER	47-70-00-57155 TOURISM MUNICIPAL DEVELOPMENT	59.56
0716578747	03/12/2025	PARKING CELL #1	42-34-50-52210 TELEPHONE EXPENSE	40.54
0716578747	03/12/2025	PARKING CELL #2	42-34-50-52210 TELEPHONE EXPENSE	40.05
0716578747	03/12/2025	CITY MAINTENANCE CELL	11-16-10-52210 CITY HALL TELEPHONE	39.02
0716578747	03/12/2025	PARKING SUPERVISOR CELL	42-34-50-52210 TELEPHONE EXPENSE	16.32
0716578747	03/12/2025	CITY CLERK CELL	11-16-10-52210 CITY HALL TELEPHONE	51.81
0716578747	03/12/2025	PARKS SUPERINTENDENT	11-32-10-52210 ST DEPT TELEPHONE EXPENSE	44.81
0716578747	03/12/2025	CEMETERY CELL	48-00-00-52210 CEM TELEPHONE EXP	16.82
0716578747	03/12/2025	STREET DIRECTOR (TOM) CEL	11-32-10-52210 ST DEPT TELEPHONE EXPENSE	46.31
0716578747	03/12/2025	STREET FOREMAN (NEIL) CELL	11-32-10-52210 ST DEPT TELEPHONE EXPENSE	51.77
0716578747	03/12/2025	STREET FOREMAN (BRETT) CE	11-32-10-52210 ST DEPT TELEPHONE EXPENSE	16.82
0716578747	03/12/2025	ARBORIST (JON) CELL	11-32-10-52210 ST DEPT TELEPHONE EXPENSE	21.32
0716578747	03/12/2025	PARKING MANAGER CELL	42-34-50-52210 TELEPHONE EXPENSE	16.32
Total US CELLULAR:				578.92
WARD-PACKARD, ELLEN				
03/18/25	03/08/2025	MILEAGE REIMBURSEMENT-GE	99-00-00-53320 STAFF CONTINUING EDUCATION	84.00
Total WARD-PACKARD, ELLEN:				84.00
WAUKESHA CNTY TECH COLLEGE				
S0851114-JAN	02/26/2025	TRAINING-MUEDINI-TRIPP	11-21-00-54100 PD TRAINING EXPENSES	510.00
Total WAUKESHA CNTY TECH COLLEGE:				510.00
WISCONSIN ALLIANCE OF CEMETERIES				
CEMTY2025	02/28/2025	2025 ANNUAL CEMTY DUES	48-00-00-53200 CEM MEMBERSHIP DUES	159.00
Total WISCONSIN ALLIANCE OF CEMETERIES:				159.00
Grand Totals:				92,256.85

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
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Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Invoice.Batch = "03212025","03252025","03272025"

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice.Batch = "04032025","04032025A"

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.J. ANICH LUMBER COMPANY				
114653	03/24/2025	STEEL FOR PRESSURE WASHE	50-32-00-58000 DPW EQUIPMENT PURCHASES	468.36
Total A.J. ANICH LUMBER COMPANY:				468.36
ADAMS ELECTRIC INC				
195510	03/19/2025	GENERATOR REPAIR	11-32-10-53600 ST DEPT BLDG MAINT SERV COSTS	729.61
Total ADAMS ELECTRIC INC:				729.61
ARBON EQUIPMENT CORPORATION				
3200588	12/13/2024	LOADING DOCK	11-32-10-53600 ST DEPT BLDG MAINT SERV COSTS	802.40
3257154	03/20/2025	1065 CAREY-LOADING DOCK U	43-32-10-17020 DPW CAPITAL PROJECTS	10,476.84
Total ARBON EQUIPMENT CORPORATION:				11,279.24
AURORA HEALTH CARE SOUTHERN LAKES INC				
238-CI0000768	03/14/2025	EMP CLINIC FEB 2025	11-10-20-51320 HEALTH AND DENTAL ADMIN CHGS	2,700.00
Total AURORA HEALTH CARE SOUTHERN LAKES INC:				2,700.00
BATZNER PEST CONTROL				
73745931	02/24/2025	PEST CONTROL	40-55-20-53600 RIV MAINTENANCE SERVICE COSTS	173.03
74904838	03/24/2025	PEST CONTROL-MARCH	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	65.00
Total BATZNER PEST CONTROL:				238.03
BREEZY HILL NURSERY				
INV/2025/0640	03/25/2025	LANDSCAPE MAINT	42-34-50-52200 PARKING LOT PLANTING/MAINT	5,069.50
Total BREEZY HILL NURSERY:				5,069.50
BUMPER TO BUMPER				
662-497607	03/14/2025	WRONG FILTER EXCHANGE	48-00-00-52500 CEM EQUIP MAINT/REPAIRS	13.95
662-497616	03/14/2025	OIL FILTER	48-00-00-52500 CEM EQUIP MAINT/REPAIRS	4.46
662-497735	03/18/2025	GEAR OIL	11-32-10-53410 VEHICLE-FUEL & OIL	33.38
662-497801	03/20/2025	TIP CLEANER	11-32-10-53500 BLDG MAINT SUPPLIES-STR DEPT	9.09
Total BUMPER TO BUMPER:				51.96
CITY ELECTRIC SUPPLY-MA				
LKG/104027	03/25/2025	LIGHT BULBS	11-34-10-52610 STREET LIGHTS REPAIRS	848.58
Total CITY ELECTRIC SUPPLY-MA:				848.58
COMPLEX SECURITY SOLUTIONS INC				
947062	03/20/2025	WEST SIDE DOOR ENTRANCE-	11-16-10-52400 CITY HALL BUILDING REPAIRS	1,529.97

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total COMPLEX SECURITY SOLUTIONS INC:				1,529.97
DEKIND COMPUTER CONSULTANTS				
41512	03/20/2025	CUSTOM HARDWARE PACKAG	11-15-10-54500 COMPUTER IT SVC & EQUIPMENT	3,070.30
41532	03/26/2025	WATCHGUARD -SUBSCRIPTION	11-15-10-54500 COMPUTER IT SVC & EQUIPMENT	245.89
Total DEKIND COMPUTER CONSULTANTS:				3,316.19
DUNN LUMBER				
1969962	03/14/2025	BLACK ADHSIVE CASE THE LO	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	4.79
1972356	03/18/2025	BLUE TAPE	11-32-10-53500 BLDG MAINT SUPPLIES-STR DEPT	17.99
1972359	03/18/2025	BENCH PARTS	11-52-00-53520 GROUNDS MAINT SUPPLIES	30.60
1973374	03/19/2025	CAULK, KIT/BATH	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	25.98
1973788	03/19/2025	3/16" COBALT DRILL BIT	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	17.98
1974032	03/20/2025	15PC DRILL BIT SET, NUTS AND	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	85.46
1974159	03/20/2025	BALL VALVE, GALV NIPPLE, HE	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	57.05
1976819	03/24/2025	TOLIET BLT	11-52-01-53400 VETS PARK OPERATING SUPPLIES	37.16
Total DUNN LUMBER:				277.01
ELKHORN NAPA AUTO PARTS				
360373	03/14/2025	CORE DEPOSIT #56	11-32-10-52500 ST DEPT EQUIPMENT REPAIRS	148.93
360374	03/14/2025	#51 CORE DEPOSIT	11-32-10-52500 ST DEPT EQUIPMENT REPAIRS	140.62
360539	03/17/2025	CABLE TERMINALS- VETS PAR	11-52-01-53400 VETS PARK OPERATING SUPPLIES	13.18
360921	03/20/2025	#33 STP KIT	11-32-10-52500 ST DEPT EQUIPMENT REPAIRS	26.40
360989	03/21/2025	HOSE END FITTINGS	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	81.81
Total ELKHORN NAPA AUTO PARTS:				410.94
FASTENALCOMPANY				
WIELK184846	03/06/2025	YELLOW BINS	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	164.47
Total FASTENALCOMPANY:				164.47
FIRST SUPPLY				
3728988-00	03/24/2025	LIONS DEN RESTROOM- RUBB	11-52-01-53400 VETS PARK OPERATING SUPPLIES	67.88
Total FIRST SUPPLY:				67.88
GENEVA LAKE MUSEUM				
MUSEUM-0325	03/24/2025	2025 PAYMENT 1 OF 2	11-51-10-57350 MUSEUM-OPERATIONS SUBSIDY	6,500.00
Total GENEVA LAKE MUSEUM:				6,500.00
GFC LEASING-WI				
10LG06	03/17/2025	INK FOR PRINTER MONTHLY F	99-00-00-55320 LIBRARY EQUIP LEASES & MAINT	247.81
Total GFC LEASING-WI:				247.81
IMPRESSIONS COUNT PRINTING INC				
234385	03/10/2025	BIRD WATCHING BACKPACKS	11-70-00-57800 AVIAN COMMITTEE EXPENSES	200.00
Total IMPRESSIONS COUNT PRINTING INC:				200.00
INGRAM BOOK COMPANY				
86987558	03/07/2025	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	80.26

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
86987558	03/07/2025	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	7.85
86987559	03/07/2025	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	52.55
86987559	03/07/2025	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	4.71
86987560	03/07/2025	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	86.94
86987560	03/07/2025	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	7.19
87038910	03/11/2025	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	3.14
87038910	03/11/2025	YOUTH BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	35.19
87038911	03/11/2025	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.57
87038911	03/11/2025	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	11.70
87038912	03/11/2025	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	19.21
87038912	03/11/2025	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	2.64
87038913	03/11/2025	ADULT BOOK	99-00-00-54100 LIBRARY ADULT MATERIALS	10.49
87038913	03/11/2025	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	2.64
87060318	03/12/2025	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.82
87060318	03/12/2025	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	16.37
87060319	03/12/2025	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	12.06
87060319	03/12/2025	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	113.12
87060320	03/12/2025	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	5.21
87060320	03/12/2025	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	72.06
87060321	03/12/2025	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	.25
87060321	03/12/2025	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	31.74
87134120	03/17/2025	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	3.14
87134120	03/17/2025	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	56.32
87158921	03/18/2025	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	41.29
87158921	03/18/2025	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	.83
87175947	03/19/2025	ADULT BOOK	99-00-00-54100 LIBRARY ADULT MATERIALS	45.24
87175947	03/19/2025	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.82
87175948	03/19/2025	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	8.35
87175948	03/19/2025	ADULT BOOK	99-00-00-54100 LIBRARY ADULT MATERIALS	172.39
87175949	03/19/2025	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	20.99
87175949	03/19/2025	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	237.09
87175950	03/19/2025	ADULT BOOK	99-00-00-54100 LIBRARY ADULT MATERIALS	19.74
87175950	03/19/2025	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	.58
87175951	03/19/2025	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	52.60
87175951	03/19/2025	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	3.64
87175952	03/19/2025	ADULT BOOK	99-00-00-54100 LIBRARY ADULT MATERIALS	39.78
87175952	03/19/2025	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	4.62
87183204	03/19/2025	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	2.64
87183204	03/19/2025	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	23.99
87198295	03/20/2025	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.82
87198295	03/20/2025	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	15.80
87198296	03/20/2025	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.82
87198296	03/20/2025	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	31.61
87198297	03/20/2025	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	45.41
87198297	03/20/2025	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	6.03
87198298	03/20/2025	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	2.64
87198298	03/20/2025	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	8.69
87198299	03/20/2025	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	12.98
87198299	03/20/2025	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	213.66
87268181	03/25/2025	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	141.74
87268181	03/25/2025	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	16.27
87268182	03/25/2025	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.57
87268182	03/25/2025	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	22.68
87268183	03/25/2025	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	3.14
87268183	03/25/2025	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	35.06
87268184	03/25/2025	ADULT BOOK	99-00-00-54100 LIBRARY ADULT MATERIALS	11.91
87268184	03/25/2025	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.57

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
87268185	03/25/2025	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	38.74
87268185	03/25/2025	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	5.28
87268186	03/25/2025	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	32.78
87268186	03/25/2025	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	2.81
87268187	03/25/2025	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	2.31
87268187	03/25/2025	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	19.35
Total INGRAM BOOK COMPANY:				1,989.43
INGRAM LIBRARY SERVICES				
86987557	03/07/2025	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.82
86987557	03/07/2025	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	32.53
Total INGRAM LIBRARY SERVICES:				34.35
ITU ABSORBTECH INC				
8487385	03/10/2025	MAT SERVICE-RIV	40-55-10-53600 UPPER RIVIERA MAINTENANCE	79.54
8502298	03/14/2025	MAT SERVICE-RIV	40-55-10-53600 UPPER RIVIERA MAINTENANCE	79.54
Total ITU ABSORBTECH INC:				159.08
JAMES IMAGING SYSTEMS INC				
1548524	03/25/2025	BW/COLOR METERS	11-32-10-53600 ST DEPT BLDG MAINT SERV COSTS	79.78
Total JAMES IMAGING SYSTEMS INC:				79.78
KAESTNER AUTO ELECTRIC CO				
441948	03/21/2025	SAFETY GLASSES	11-32-10-53900 FIRST AID AND SAFETY SUPPLIES	23.88
Total KAESTNER AUTO ELECTRIC CO:				23.88
LANGE ENTERPRISES INC				
90666	03/24/2025	5 1/2" FLAT CAP FOR ROUND P	11-34-10-53740 STREET IDENTIFICATION SIGNS	903.50
Total LANGE ENTERPRISES INC:				903.50
MC OF LG INC				
1032	03/19/2025	PARTS	11-52-00-52500 EQUIPMENT REPAIR SERVICES	281.50
Total MC OF LG INC:				281.50
MGT OF AMERICA CONSULTING				
GHR400836	03/15/2025	CITY ADMIN ADVERTISEMENT	11-14-20-53990 CITY ADMIN MISC EXPENSE	1,471.28
Total MGT OF AMERICA CONSULTING:				1,471.28
MID-STATE EQUIPMENT				
V06727	03/19/2025	GASKET, O-RING	11-32-14-54300 COMPOSTING OPERATING SUPPLIES	33.64
Total MID-STATE EQUIPMENT:				33.64
MIDWEST TAPE LLC				
506914746	03/20/2025	AUDIO ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	192.94
Total MIDWEST TAPE LLC:				192.94

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
MILLER-BRADFORD & RISBERG INC				
P4815902	03/14/2025	SWITCH & KEY	11-32-10-52500 ST DEPT EQUIPMENT REPAIRS	66.94
Total MILLER-BRADFORD & RISBERG INC:				66.94
MUNICIPAL LAW & LITIGATION GRO S.C.				
14203	03/19/2025	OUTSIDE ATTY FEES-FEB2025	11-13-10-52140 OUTSIDE ATTORNEYS FEES	350.00
Total MUNICIPAL LAW & LITIGATION GRO S.C.:				350.00
OFFICE PRO INC				
726298-0	03/24/2025	TOWEL, TISSUE, SOAP, WASTEB	11-16-10-53500 CITY HALL BLDG MAINT SUPPLIES	400.82
726348-0	03/25/2025	WASTE BASKET	11-16-10-53500 CITY HALL BLDG MAINT SUPPLIES	20.62
726388-0	03/25/2025	SOAP, TISSUE, HAND TOWEL	11-16-10-53500 CITY HALL BLDG MAINT SUPPLIES	122.06
C 723848-0	02/28/2025	CREDIT FOR INVOICE 495-0, W	40-55-10-53500 BLDG MAINT SUPPLIES-UPPER RIV	87.06
Total OFFICE PRO INC:				456.44
OLDENBORG, DYLAN DANIEL				
CN80FKD7SH	03/13/2025	CN80FKD7SH	11-12-00-45100 COURT PENALTIES & FINES	150.00
Total OLDENBORG, DYLAN DANIEL:				150.00
PATS SERVICES INC				
A-279220	03/13/2025	PORT A POTTY OAK HILL	48-00-00-52260 CEM WATER/SEWER EXP	270.00
Total PATS SERVICES INC:				270.00
PERRY, PAIGE				
PK24-40381	03/24/2025	PK24-40381	11-12-00-45100 COURT PENALTIES & FINES	63.00
Total PERRY, PAIGE:				63.00
POMP'S TIRE SERVICE INC				
60362182	03/14/2025	TIRE REPLACEMENT	11-32-10-52500 ST DEPT EQUIPMENT REPAIRS	209.00
60362185	03/14/2025	DISMOUNT AND MOUNT TIRES	11-32-10-52500 ST DEPT EQUIPMENT REPAIRS	146.00
Total POMP'S TIRE SERVICE INC:				355.00
QUALITY STATE OIL				
250720407	03/13/2025	253.1 GAL OFF RD	11-32-10-53410 VEHICLE-FUEL & OIL	678.30
250720408	03/13/2025	127.3 GAL ON RD	11-32-10-53410 VEHICLE-FUEL & OIL	376.31
Total QUALITY STATE OIL:				1,054.61
QUILL LLC				
43123187	03/04/2025	COPY PAPER-QTY 2	99-00-00-53100 LIBRARY OFFICE SUPPLIES	85.98
Total QUILL LLC:				85.98
RHYME BUSINESS PRODUCTS				
38745981	03/10/2025	COPIER-APRIL 2025	11-12-00-53610 EQUIPMENT MAINT SERVICE COSTS	169.21
Total RHYME BUSINESS PRODUCTS:				169.21
ROCKFORD RIGGING INC				
0650909-IN	03/19/2025	CHAINS	40-54-10-53990 BEACH MISCELLANEOUS	1,432.01

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total ROCKFORD RIGGING INC:				1,432.01
SHERWIN WILLIAMS				
0638-1	03/18/2025	VETS PARK PAINT	11-52-01-53400 VETS PARK OPERATING SUPPLIES	23.86
Total SHERWIN WILLIAMS:				23.86
SHRED-IT				
8010294917	03/25/2025	SHRED SERV. MARCH 2025	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	91.74
Total SHRED-IT:				91.74
SIGNATURE SIGNS LLC				
6196	03/15/2025	VINYL PAY HERE DECALS FOR	42-34-50-52500 KIOSK REPAIRS/SUPPLIES	137.00
Total SIGNATURE SIGNS LLC:				137.00
SMART SPACES LLC				
10003236	03/20/2025	AV CONTRACT -PUBLIC ACCES	50-00-00-58000 MISC/COMP EQUIP PURCHASES	3,386.11
Total SMART SPACES LLC:				3,386.11
T2 SYSTEMS INC				
UPS00055287	03/12/2025	HANDHELD ENFORCEMENT EQ	42-34-50-58700 OUTLAY-PARKING	1,982.90
Total T2 SYSTEMS INC:				1,982.90
THE KNOT WORLDWIDE INC.				
INV787591162	03/13/2025	VENUE ADVERTISEMENT	40-55-10-53160 PUBLICATIONS & PROMOTIONS	743.22
Total THE KNOT WORLDWIDE INC.:				743.22
TOTAL PARKING SOLUTIONS INC				
107246	03/17/2025	APRIL2025-1MONTH FEE WEB	42-34-50-54500 SUPPORT CONTRACTS	3,710.00
TOTAL PARKING SOLUTIONS INC:				3,710.00
ULINE INC				
190494374	03/18/2025	HANDS FREE TOWEL DISPENS	11-16-10-53500 CITY HALL BLDG MAINT SUPPLIES	414.96
Total ULINE INC:				414.96
UNIQUE MANAGEMENT SERVICES INC				
6137184	03/01/2025	PLACEMENTS - FEBRUARY 202	99-00-00-55110 CIRCULATION SUPPLIES & SERVICE	72.10
Total UNIQUE MANAGEMENT SERVICES INC:				72.10
URICH LOCK CO				
162807	03/03/2025	REPLACEMENT LOCK-SIDE DO	11-16-10-52400 CITY HALL BUILDING REPAIRS	700.00
Total URICH LOCK CO:				700.00
VANDEWALLE & ASSOCIATES INC				
202407070	07/18/2025	COST RECOVERY	11-00-00-13910 A/R BILL OUTS	2,958.75
202407070	07/18/2025	ZONING	11-69-30-52180 ZONING CODES	2,775.75

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total VANDEWALLE & ASSOCIATES INC:				5,734.50
WALWORTH COUNTY SHERIFF				
133838	03/12/2025	PRISONER CONFINEMENT-FEB	11-12-00-52900 CARE OF PRISONERS	110.00
Total WALWORTH COUNTY SHERIFF:				110.00
WI DEPARTMENT OF TRANSPORTATION				
395-00003865	03/03/2025	MAIN ST DESIGN-WIS DOT	43-32-10-17010 STREET IMP PROGRAM	5,996.29
Total WI DEPARTMENT OF TRANSPORTATION:				5,996.29
WI DEPT OF TRANSPORTATION				
395-00003865	03/03/2025	MAIN ST PROJECT	43-32-10-17010 STREET IMP PROGRAM	4,143.30
395-00003865	03/03/2025	MAIN ST PROJECT	43-32-10-17010 STREET IMP PROGRAM	12,485.75
Total WI DEPT OF TRANSPORTATION:				16,629.05
Grand Totals:				83,453.85

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice.Batch = "04032025","04032025A"

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

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

TASK ORDER NUMBER #43

CIVIL ENGINEERING SERVICES

This task order is made as of March 14th, 2025, under the terms and conditions established in the MASTER AGREEMENT FOR ENGINEERING SERVICES, (the Agreement), between the **City of Lake Geneva** (Owner) and **Kapur & Associates, Inc.** (Engineer). This Task Order is made for the following purpose:

Provide civil engineering services for assessment of additional sidewalks, ramps, and other pedestrian infrastructure as outlined in the Field Assessment Manual created under Phase 1. This is the second phase of the sidewalk inventory project which assists City Staff and Officials in making informed choices when creating sidewalk/pedestrian infrastructure replacement plans.

Section A. – Scope of Services

Engineer shall perform the following Services:

Sidewalk Inventory and Field Assessment

For a total of 46,000 LF (approximately 8.7 miles) the following inspection, data collection, and analysis will be performed.

1. Perform a sidewalk inventory of sidewalks, ramps, and ADA compliance within the Public Right of Way throughout the City utilizing the City of Lake Geneva Field Sidewalk Assessment Manual.
2. Perform an inventory of locations within the Public Right of Way throughout the City that currently lack pedestrian infrastructure utilizing the City of Lake Geneva Field Sidewalk Assessment Manual. Data collected will assist in determining the feasibility of adding pedestrian infrastructure at these locations.
3. Analyze and score collected infrastructure data utilizing scoring methods developed for the City of Lake Geneva Field Sidewalk Assessment Manual.
4. Upload data to City GIS for input, analysis, and mapping.
5. Map inspection results on GIS mapping and prepare report for City ADA compliance officer.

Section B. – Compensation

In return for the performance of the foregoing obligations, Owner shall pay to Engineer an amount not-to-exceed eighteen thousand seven hundred twenty-six dollars (\$18,726) payable according to the following terms:



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

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

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

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

For: City of Lake Geneva

Engineer: Kapur & Associates, Inc.

By: _____

By: Naomi Rauch

Signature: _____

Signature: 

Title: _____

Title: Project Engineer/Associate

Date: _____

Date: 03-14-2025



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

TASK ORDER 43										
City of Lake Geneva Citywide Sidewalk Evaluation - Phase 2 - Attachment A										
CLASSIFICATION		Project Engineer II		Staff Engineer II		Technician III			Total Labor	
Average Hourly Wage		\$135.00		\$119.00		\$113.00				
TASK DESCRIPTION	ACT. Code	Hours	Dollars	Hours	Dollars	Hours	Dollars		Hours	Dollars
Sidewalk Evaluation and Field Assessment										
Inspection of sidewalk / curb ramps / Crosswalks and Ped Signals (46000-ft)				96	\$11,424.00				96	\$11,424.00
Prepare GIS map and report of Inspection results						32	\$3,616.00		32	\$3,616.00
QA/QC		8	\$1,080.00	8	\$952.00	8	\$904.00		24	\$2,936.00
TOTALS		8	\$1,080.00	104	\$12,376.00	40	\$4,520.00		128	\$17,976.00
								Expenses:		\$750
								Project Total:		\$18,726

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



City of Lake Geneva

Department of Public Works

1065 Carey St.

Lake Geneva, WI 53147

262.248.6644

To; Lake Geneva Public Works Committee

10 March 2025

From; DPW

Re; Equipment Replacement Fund

Last fall the City Council approved \$420,000.00 in the replacement fund for the replacement of a wheel loader and snow blower in 2025. Council approved the wheel loader purchase of \$213,804.00 on 10 March 2025.

Three machines were considered, and we received 2 quotes;

MacQueen Equipment, LaRue D40	\$207,805.00
Miller Bradford & Risberg, Wausau PB2000	\$203,675.00

Fund;	420,000
Loader	- <u>213,804</u>
	= 206,196 balance for snow blower

The Wausau PB2000 is the replacement model for our current 25-year-old Wausau WK800 and is made in Fon Du Lac WI. The LaRue is made in Canada. This is the primary blower for snow removal operations downtown and the current Wausau has outperformed expectations.

DPW recommends approval of the Wausau PB2000 for \$203,675.00 at this time.

Respectfully submitted:


Tom Earle, DPW


Neil Waswo, DPW Superintendent


Brett Behrens, DPW Foreman



Corporate Office:
W250 N6851 Hwy 164
P.O. Box 904
Sussex, WI 53089

Sussex, WI 1-800-242-3115	DeForest, WI 1-800-585-7219	De Pere, WI 1-800-638-7448	Negaunee, MI 1-800-562-9770
Eau Claire, WI 1-800-585-7232	Marathon, WI 1-888-886-4410	Rockford, IL 1-800-585-7231	

Distributors of Equipment and Supplies for ■ Construction ■ Forestry ■ Industry ■ Government

TO: CITY OF LAKE GENEVA DATE: MARCH 10TH, 2025

REFERENCE: WAUSAU PB2000 BLOWER

WE SUBMIT THE FOLLOWING PROPOSAL:

QUANTITY	DESCRIPTION	AMOUNT
1	NEW 2025 WAUSAU PB2000 SNOW BLOWER INCLUDES: HYDROSTATIC DRIVE TRAIN (3) 12" DIAMETER SERRATED, ABRASION RESISTANT AUGERS CHAIN IN OIL BATH W/ SELF ADJUSTING TENSIONER TELESCOPIC TRUCK LOADING CHUTE 12" CHUTE EXTENSION 102" WIDE FRAME EXTENSION CARBIDE MUSHROOM SHOES ADDITIONAL WORK LIGHTS HEATER, BATTERY WRAP ELECTRIC FUEL HEATER WIRELESS CONTROL REMOTE ACS1000 SERIES COUPLER READY 1 YEAR/1500 HOUR FACTORY WARRANTY	SALE PRICE..... \$203,675.00

TERMS: NET DUE UPON RECEIPT OF INVOICE F.O.B.: DELIVERED
DELIVERY: APPROX. 60-90 DAYS

WE THANK YOU FOR THE OPPORTUNITY TO QUOTE ON THIS EQUIPMENT

Miller-Bradford & Risberg, Inc.

SIGNED JAMESON SADOWSKE



To: Finance, License and Regulation Committee, City Council

Cc: Lake Geneva United Methodist Church, Holy Communion Episcopal Church, First Church of Christ Scientist, and First Congregational United Church of Christ

From: City Hall, City of Lake Geneva

Date: March 13, 2025

Subject: Sunday Morning Parking Program – Proposed Rules for Use of Placards

The church parking meeting convened at 1pm on Thursday, March 13. Members in attendance were Mayor Todd Krause, City Administrator David DeAngelis, Comptroller Laura Pisarcik, Parking Operations Manager Beth Gehris-Padro, Alderpersons Sherri Ames, Linda Frame, Joel Hoiland, & Cathy Stoodley, along with representatives from the churches including Penny Roehrer FCCS, Father Ryan Robinson-Delaney & Randy Lemke CHC, Art Kinellas UCC, and Larry Kundert & Dawn Zur UMC.

Mayor Krause presented parking rules based on feedback from the churches and others who have spoken at public meetings after discussion and review by city staff.

The rules that follow were discussed and consensus was reached with two exceptions. The exceptions were to extend the hours on Sundays, which the Episcopal church requested, to 12:30 pm but preferably to 1:00 pm, and the other request was to add language to allow for parking on Shrove Tuesday, Ash Wednesday and the Holy Week of Easter. If the Holy Week language were to be added the suggested language would follow the Permit Valid on Sunday bullet as follows:

Permit Valid for Shrove Tuesday, Ash Wednesday and Easter Holy Week services times not to exceed 1 hour.

- **Placard Distribution:** Each congregation will receive a set number of placards. Any additional placards must be requested from and approved by the Common Council. Placards will be issued in 2-year increments.
 - Lake Geneva United Methodist Church - 20 placards
 - Holy Communion Episcopal Church - 45 placards
 - First Church of Christ, Scientist - 10 placards
 - First Congregational United Church of Christ - 15 placards



- **Permit Valid on Sunday:** Each placard will provide parking from 9am to 12pm on Sunday.
- **Placard Eligibility:** Placards will not be issued to vehicles with City of Lake Geneva Parking Permit Stickers.
- **Placard Use:** Parking is limited to within a one block radius of location of the listed church. If a resident parking sticker is displayed with the placard, the resident permit will take precedence, and the vehicle will be chalked. The use of the placard will be noted, and the organization program manager will be contacted.
- **Accountability:** Placards are a controlled item. Organizations will be required to maintain accountability for each placard issued. Each organization should be prepared to provide accountability and justification for issue upon request from Lake Geneva City Hall Staff
- **Duplication Policy:** Any discovery of duplicated placards may result in the revocation of placards for the individual member.
- **Placard Return:** Placards must be returned before December 15 of the expiration year. Failure to return all placards may result in a reduction of placards for the following issue.

RESOLUTION OF THE COMMON COUNCIL			
Resolution authorizing the issuance of a Conditional Use Permit (CUP), at 827 Dodge Street, Lake Geneva, WI for the purpose of allowing Commercial Indoor Lodging land use in the General Business (GB) zoning district, Tax Key ZGD 00012			
Committee:	Plan Commission approved March 17 th , 2025		
Fiscal Impact:	N/A		
File Number:	25-R22	Date:	April 14, 2025

WHEREAS, the City Plan Commission has considered the application Conditional Use Permit (CUP), at 827 Dodge Street for the purpose of allowing Commercial Indoor Lodging land use in the General Business (GB) zoning district, Tax Key ZGD 00012 and

WHEREAS, the City Plan Commission held a Public Hearing thereon pursuant to proper notice given on March 17th, 2025, 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 Plan Commission has recommended the following conditions:

1. After approval, the applicant must apply for City business license.
2. After approval, the applicant must apply for and comply with the room tax permit.
3. As a Limited Conditional Use, this approval shall be limited to the current property owner. The CUP shall automatically terminate in the event the property is sold.

NOW, THEREFORE, BE IT RESOLVED, that the Zoning Administrator, is hereby authorized, to issue a Conditional Use Permit (CUP), at 827 Dodge Street, Lake Geneva, WI for the purpose of allowing Commercial Indoor Lodging land use in the General Business (GB) zoning district, Tax Key ZGD 00012 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 14th day of March 2025.

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

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

Todd Krause, Mayor

Date

Attest:

Lacey L Reynolds, City Clerk

Date

APPLICATION FOR CONDITIONAL USE

City of Lake Geneva

Site Address/Parcel No. and full Legal Description required (attach separate sheet if necessary):
827 Dodge St, Lake Geneva, WI 53147

Name and Address of Current Owner: Michael Dunn
N2854 Hidden Valley Lane, Lake Geneva, WI 53147

Telephone No. with area code & Email of Current Owner: 262-749-6402
m.a.dunn23@gmail.com

Owner Signature: _____

Name and Address of Applicant:
Bjorn Schweinsberg
5117 N Palisades Rd, Whitefish Bay, WI 53217

Telephone No. with area code & Email of Applicant: 414-897-4856
BandCCapitalLLC@gmail.com

Proposed Conditional Use: Short/Medium term Rental

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:
Providing short term rental housing for guests traveling to the Lake Geneva area.

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

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.

Bjorn Schweinsberg

_____, as applicant/petitioner for

Project:

Project Address:

827 Dodge St, Lake Geneva, WI 53147

Parcel No.

ZGD-00012

Name:

Bjorn Schweinsberg

Address:

5117 N Palisades Rd, Whitefish Bay, WI 53217

Cell Phone: (414) 897-4856 - _____

Phone: (____) - ____ - ____

Email: BandCCapitalLLC@gmail.com

Dated this 10 Day of January, 20 25

Bjorn Schweinsberg

Printed Name of Applicant / Petitioner

Signature of Applicant/Petitioner

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

Section 98-935 Fees:

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

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

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

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

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

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

I. RECORDATION OF ADMINISTRATIVE PROCEDURES

____ Pre-submittal staff meeting scheduled:

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

Follow-up pre-submittal staff meetings scheduled for:

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

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

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

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

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

____ Application fee of \$ ____ received by Zoning Administrator: Date: _____ by: _____

____ Reimbursement of professional consultant costs agreement executed: Date: _____ by: _____

II. APPLICATION SUBMITTAL PACKET REQUIREMENTS

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

Initial Packet (1 Copy and 1 Digital Copy to Zoning Administrator) Date: _____ by: _____

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

↓

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

- ____ Showing all lands for which the conditional use is proposed;
- ____ Clearly indicating the current zoning of the subject property and its environs, and the jurisdiction(s) which maintains that control;
- ____ Map and all its parts are clearly reproducible with a photocopier;
- ____ Map size of 11" by 17" and map scale not less than one inch equals 800 ft;
- ____ All lot dimensions of the subject property provided;
- ____ Graphic scale and north arrow provided.

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

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

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

_____ (e) Written justification for the proposed conditional use:

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

III. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

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

The conditional use of this house will make use of existing infrastructure to further economic and shopping opportunities by guests traveling to the area.

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?

This specific location is zoned general business, and is located centrally to many commercial businesses within the downtown area that guests will visit and support.

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?

NO

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

The conditional use of this property will be maintained and will be consistent with the general business zoning of the area.

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?

No, the proposed conditional use of this property will be consistent with surrounding local businesses that are adjacent to 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?

Yes, the conditional use will serve transient guests to the city of Lake Geneva allowing them central access to shopping and other businesses while having minimal impact on the surrounding neighborhood as the house is mainly surrounded by other local businesses.

IV. FINAL APPLICATION PACKET INFORMATION

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

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

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

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

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

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

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

CITY OF LAKE GENEVA PROCEDURAL CHECKLIST FOR: SITE PLAN REVIEW AND APPROVAL (Requirements per Section 98-908)

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

I. RECORDATION OF ADMINISTRATIVE PROCEDURES

_____ Pre-submittal staff meeting scheduled:

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

Follow-up pre-submittal staff meetings scheduled for:

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

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

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

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

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

_____ Application fee of \$ _____ received by Zoning Administrator: Date: _____ by: _____

_____ Reimbursement of professional consultant costs agreement executed: Date: _____ by: _____

II. APPLICATION SUBMITTAL PACKET REQUIREMENTS

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

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

Date: _____ by: _____

↓

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

Date: _____ by: _____

↓

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

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

_____ Land use plan map designation(s);

_____ Current land uses present on the subject property;

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

_____ Projected number of residents, employees, and daily customers;

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

III.FINAL APPLICATION PACKET INFORMATION

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

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

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

Development Review Committee (DRC) Application

Complete as much detailed information as possible to allow for a comprehensive departmental review prior to a Development Review Committee meeting. This application must be returned to the Building Inspector, with all conceptual plans, designs and other information prior to the scheduling a DRC meeting.

Applicant Information

Property Address _____

Applicant name _____

Applicant email _____ Phone Number _____

Architect/Contractor/Designer Name _____

Architect/Contractor/Designer Email _____ Phone Number _____

Type of Construction: New _____ Addition _____ Remodel _____

Type of Development: Single-family _____ Multi-family _____ Commercial _____ Industrial _____

Type of Business _____

Engineering

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

- Storm water management provisions provided? YES / NO
 - As-built/certification notification
- Erosion control plan provided? YES / NO
- Wetlands, floodplains, environmental corridors, groundwater Identified. YES / NO
- Utility Plans Provided
 - Watermain
 - Sanitary Sewer
 - Storm Water
- Is a Land Division required? YES / NO
- Access points and dimensions shown? YES / NO
 - WISDOT Right-of-way?
 - County Right-of-way?
- Estimated Traffic impacts _____
 - Traffic Study Required YES/NO
 - Traffic Control Plan Required YES/NO
 - Will construction affect street parking or intersections? YES / NO

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

Water/Sewer Utilities

If an existing structure please circle the following:

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

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

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

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

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

From: [Bjorn Schweinsberg](#)
To: [Jackie Mich](#)
Subject: Re: conditional use application
Date: Thursday, January 23, 2025 4:45:46 PM
Attachments: [Conditional Use Application.pdf](#)
[Floor2.svg](#)
[Floor1.svg](#)

Hi Jackie,

Attached is the updated conditional use application with correction of the Address, which should read 827 Dodge St, and the proper tax code, which is ZGD00012. Signatures are on the original that I submitted to the Code Enforcement office.

Also attached is the floor plan. The house is only a 3 bedroom, but the large parking pad can accommodate 4 cars and the garage has parking for 2 additional cars. I only anticipate using the parking pad since it has ample space.

Let me know if there any other questions or information that you need to proceed with submitting the application. The floor plans are svg files that can be opened with microsoft explorer. I tried to download it as a pdf for simplicity, but was having trouble with that. Let me know if those files suffice

Regards,
Bjorn Schweinsberg

On Wed, Jan 15, 2025 at 12:59 PM Jackie Mich <jmich@vandewalle.com> wrote:

Once we have a complete application, we will have you attend a Development Review meeting with city staff. Then, this will be placed on a Plan Commission agenda. The earliest that could take place is March. After that, it will be placed on a City Council for final approval.

Jackie Mich
Lead Associate Planner
Vandewalle & Associates

From: Bjorn Schweinsberg <bandccapitalllc@gmail.com>
Sent: Wednesday, January 15, 2025 11:54:01 AM
To: Jackie Mich <jmich@vandewalle.com>
Subject: Re: conditional use application

Hi Jackie,

On the paper copy I submitted, it has my signature and owners signature.

I'll get a floor plan for you this week. The whole house will be rented, so 3 bedrooms. There is a large parking pad and garage as detailed in zoning photo, should be able to accommodate up to 3 vehicles.

Once this is submitted, can you give me a time frame for next steps?

Regards,

Bjorn
Sent from my iPhone

On Jan 15, 2025, at 11:32 AM, Jackie Mich <jmich@vandewalle.com> wrote:

Hi Bjorn,

Thank you for your application. We need a few things before we can move this application forward.

1. Correction to the property address; please also include the parcel number (tax key) so we can be sure we have the correct property
2. The application form must be SIGNED by the property owner
3. The cost recovery form must be SIGNED by the applicant (you)
4. A written description of what you are proposing.
 - a. How many units will there be? How many bedrooms will there be in each unit? Will there be changes to the site? Are other activities, buildings, and structures are proposed?
5. A floor plan that clearly depicts the number of units and number of bedrooms per unit proposed
6. A site plan showing where parking will be provided and how many spaces will be provided. The City requires one parking space per bedroom.

Just let me know if you have any questions,

Jackie Mich

From: Bjorn Schweinsberg <bandccapitalllc@gmail.com>

Sent: Friday, January 10, 2025 3:04 PM

To: Building and Zoning Clerk <bzclerk@cityoflakegeneva.com>; Jackie Mich <jmich@vandewalle.com>

Subject: conditional use application

Hi Amanda/Jacky,

Attached are the electronic documents for the conditional use application.

Let me know if you have any questions.

Regards,

Bjorn Schweinsberg



ZGD

ZGD

00010

00011

63'

109'

ZGD

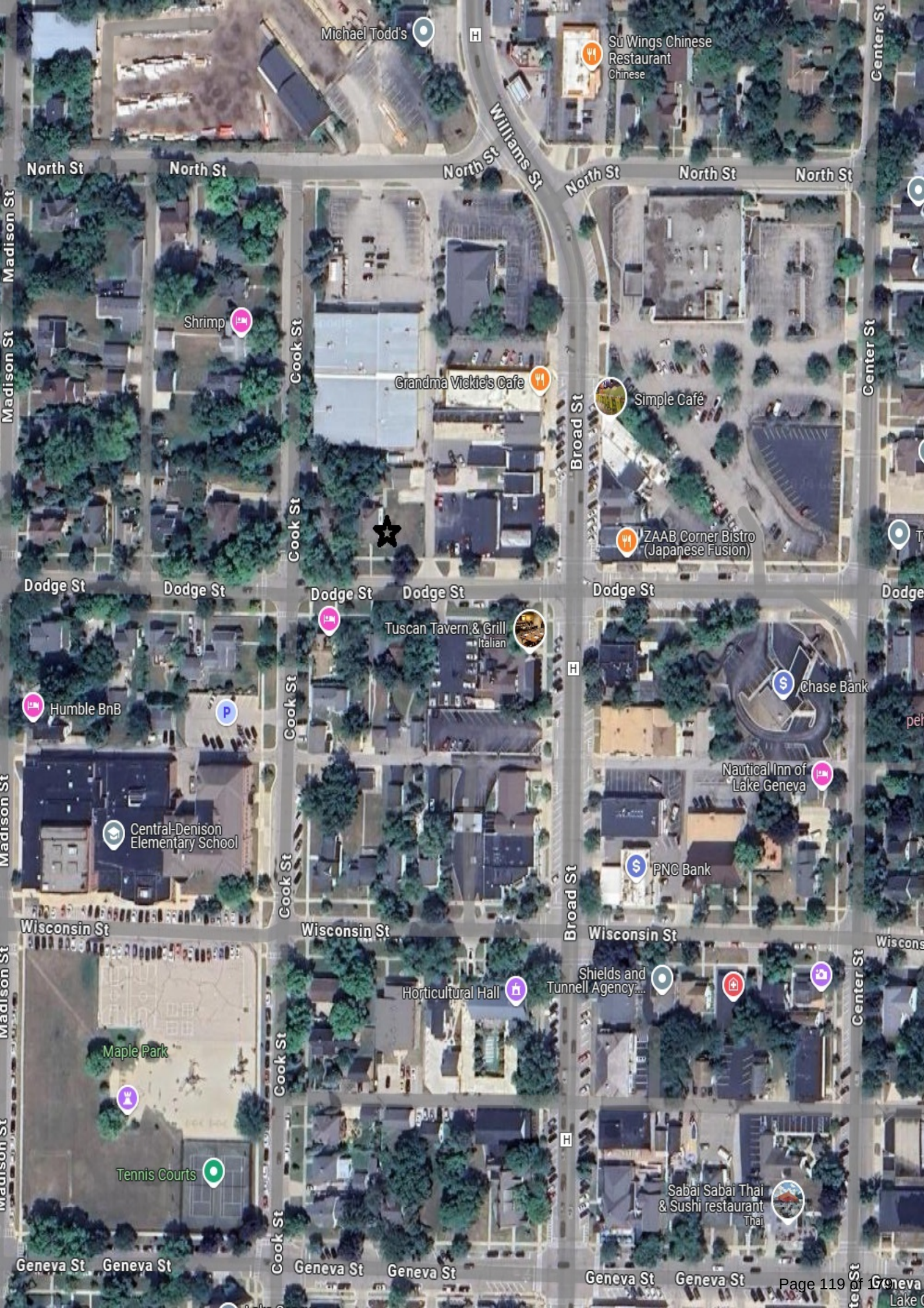
00012

ZGD

00013

831

827



Michael Todd's

Su Wings Chinese Restaurant
Chinese

North St

North St

North St

North St

North St

North St

Shrimp

Grandma Vickie's Cafe

Simple Cafe

ZAAB Corner Bistro
(Japanese Fusion)

Dodge St

Dodge St

Dodge St

Dodge St

Dodge St

Dodge St

Tuscan Tavern & Grill
Italian

Humble BnB

Central-Denison
Elementary School

Chase Bank

Nautical Inn of
Lake Geneva

PNC Bank

Wisconsin St

Wisconsin St

Wisconsin St

Wisconsin St

Horticultural Hall

Shields and
Tunnell Agency...

Maple Park

Tennis Courts

Sabai Sabai Thai
& Sushi restaurant
Thai

Geneva St

Geneva St

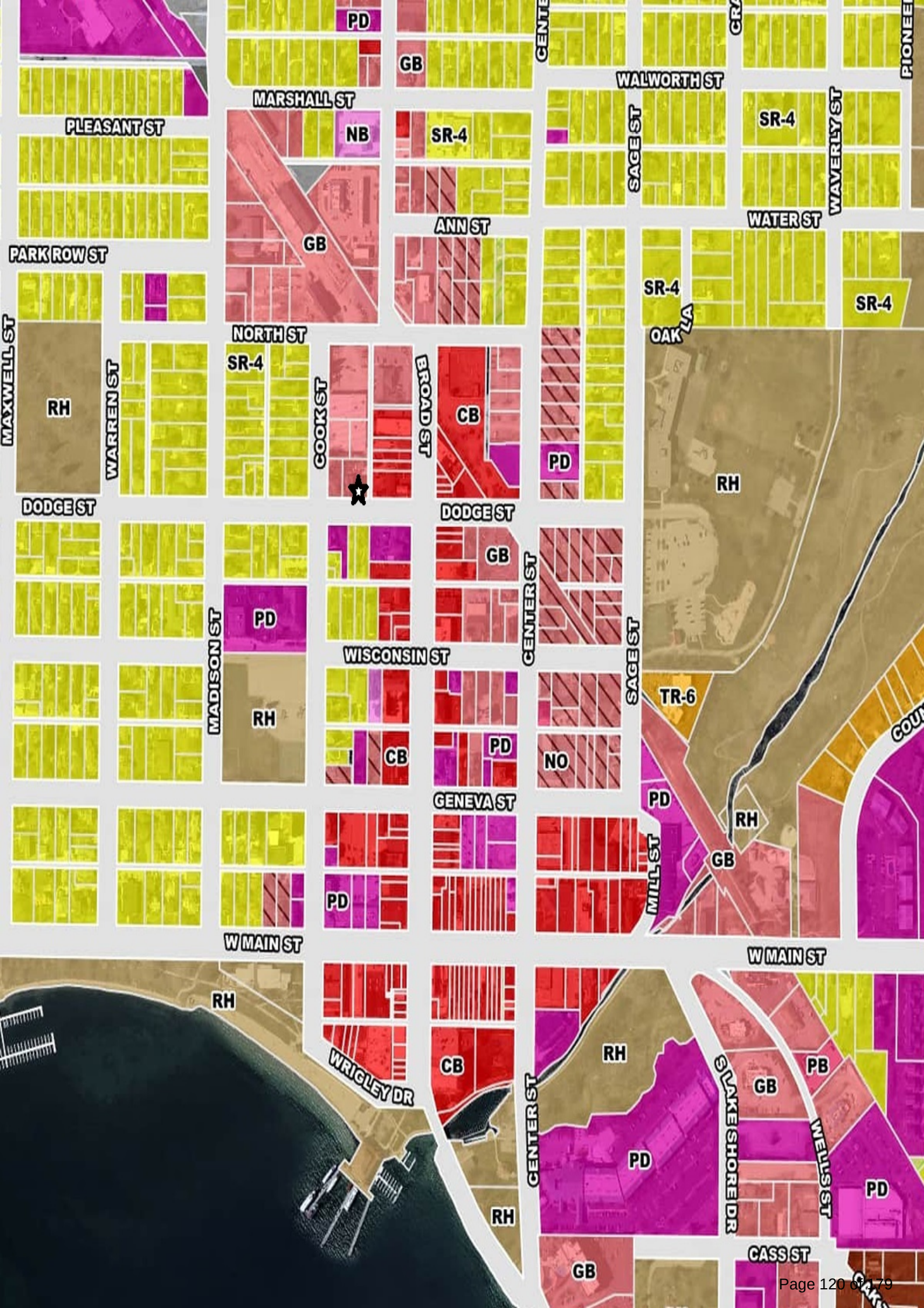
Geneva St

Geneva St

Geneva St

Geneva St

Geneva St



PLAT OF SURVEY

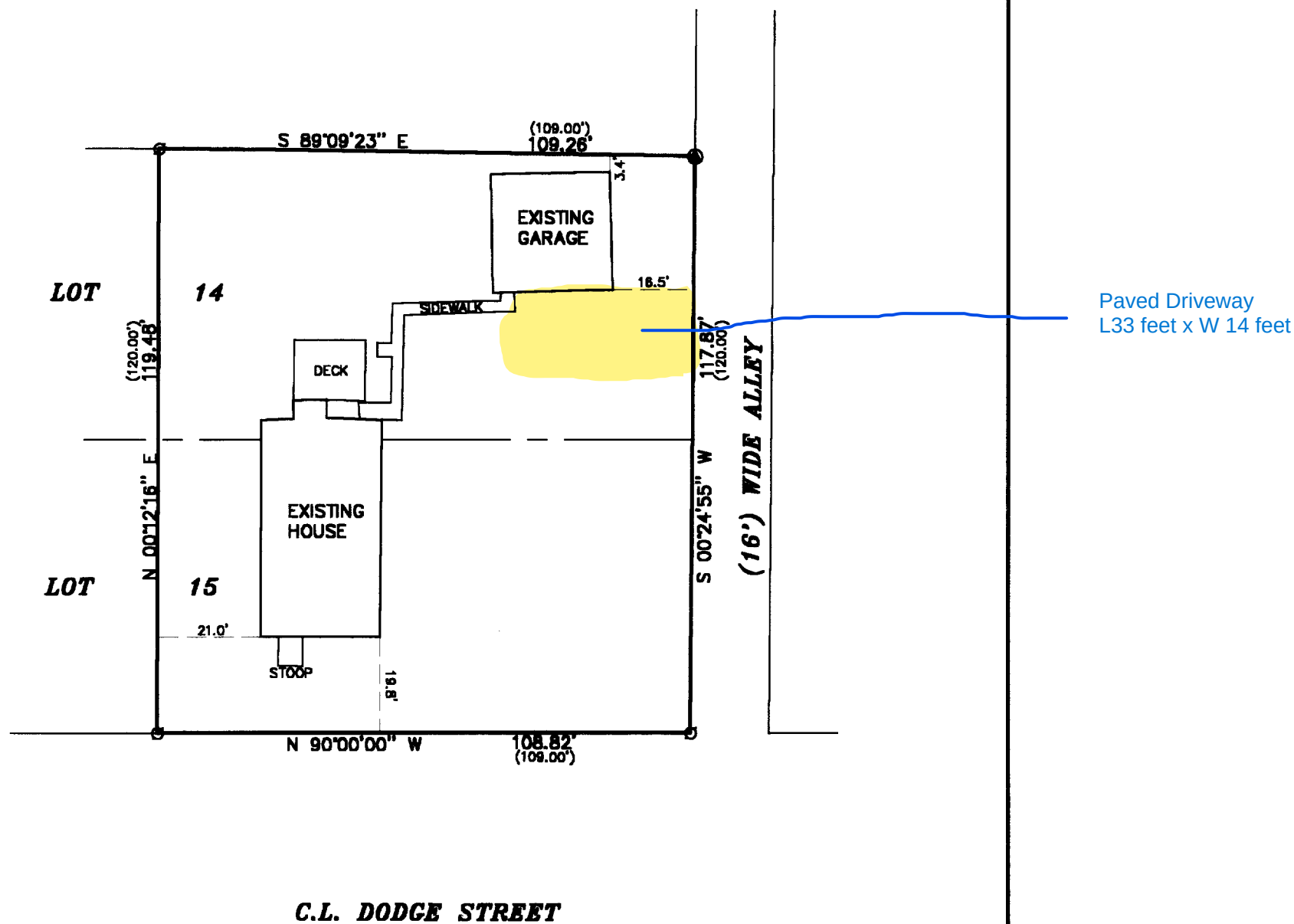
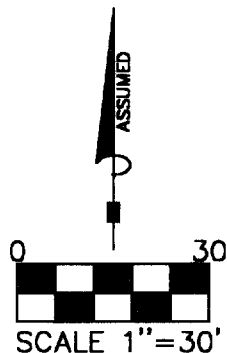
PATHFINDER SURVEYING
FORMERLY KOLB LAND CONSULTING
929 WILLIAMS ST. LAKE GENEVA, WI.
(262) 248-3697

ORDERED BY : ORION PARTNERS
P.O. BOX 1030
LAKE GENEVA, WI. 53147

DATE: 3-24-2000

DESCRIPTION: THE EAST 44.00 FEET OF LOTS 14 AND 15 OF BLOCK 3
OF GOODSSELL'S SUBDIVISION OF BLOCK 3 OF THE PLAT
OF THE VILLAGE OF GENEVA, NOW CITY OF LAKE GENEVA,
WALWORTH COUNTY, WISCONSIN.

THE WEST 65.00 FEET OF THE EAST 109.00' OF LOTS 14
AND 15 OF BLOCK 3 OF GOODSSELL'S SUBDIVISION OF
BLOCK 3 OF THE VILLAGE, NOW CITY OF LAKE GENEVA,
WALWORTH COUNTY, WISCONSIN.



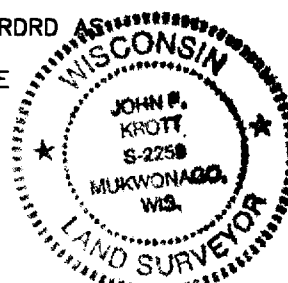
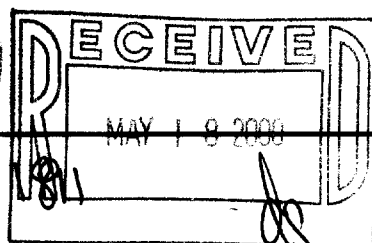
LEGEND

- FOUND IRON PIPE
- SET P.K. NAIL
- (XXXX) RECORDRD
- X— FENCE

THE ABOVE MAP IS A TRUE REPRESENTATION THEREOF AND
SHOWS THE SIZE AND LOCATION OF ALL THE PROPERTY,
EXTERIOR BOUNDARIES, THE LOCATION OF ALL VISIBLE
BOUNDARY FENCES, APPARENT EASEMENTS, ROADWAYS
AND VISIBLE ENCROACHMENTS, IF ANY.

THIS SURVEY IS MADE FOR THE USE OF THE PRESENT
OWNERS OF THE PROPERTY, AND ALSO THOSE WHO
PURCHASE, MORTGAGE OR GUARANTEE TITLE THERETO
WITHIN ONE (1) YEAR FROM DATE HERETO.

John P. Krott
JOHN P. KROTT, R.L.S. 2258

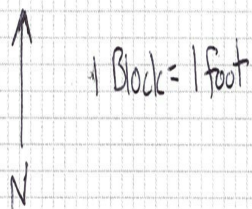
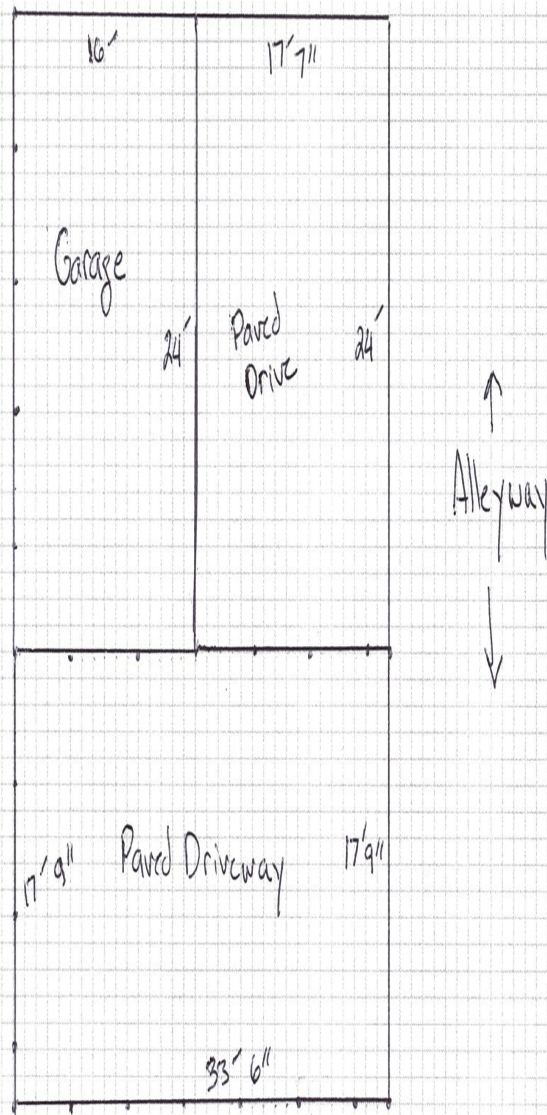


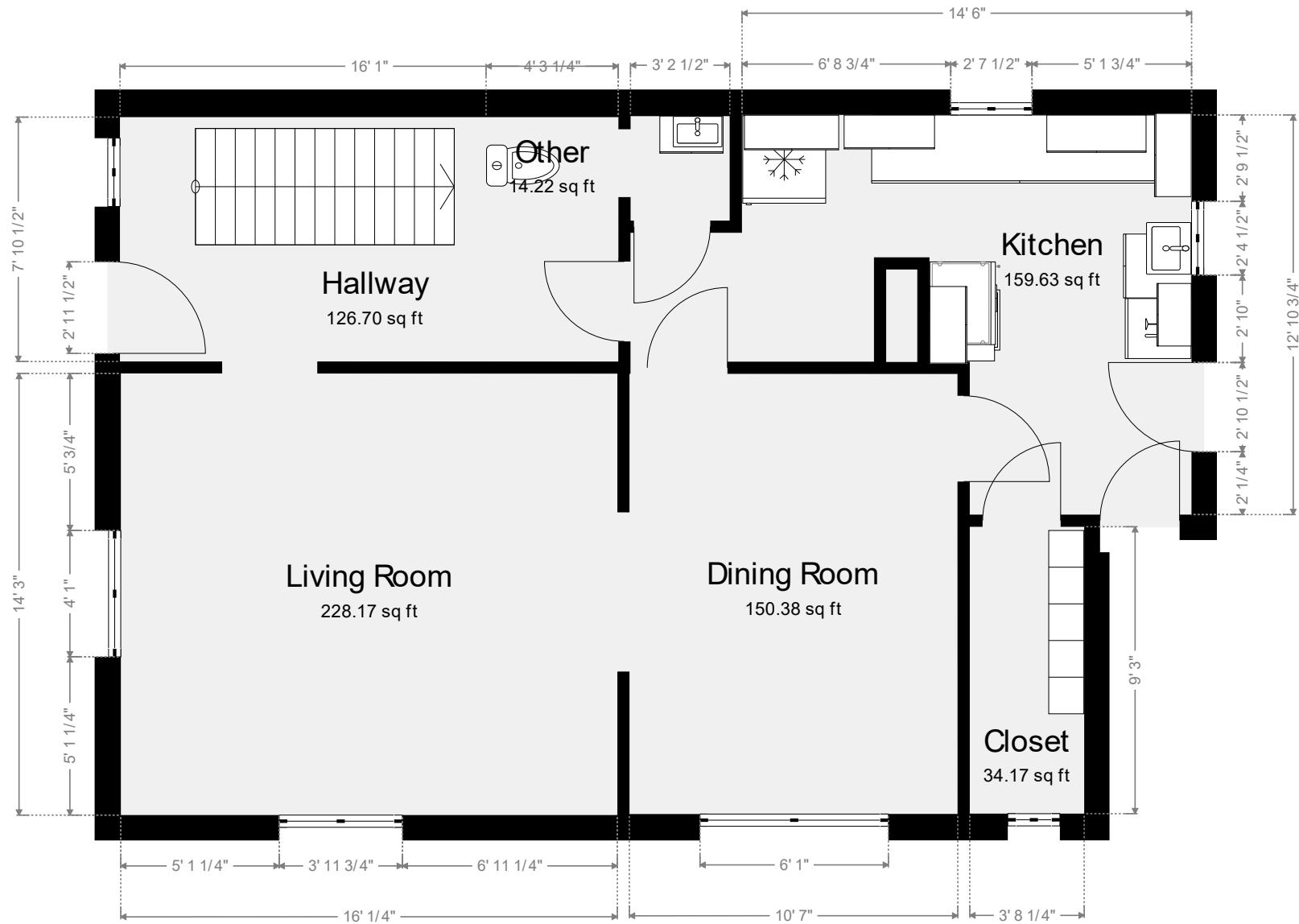
NOTE: THIS IS NOT A CERTIFIED COPY
UNLESS SEAL IS IN RED.
JOB NUMBER 00056 ZGD 12

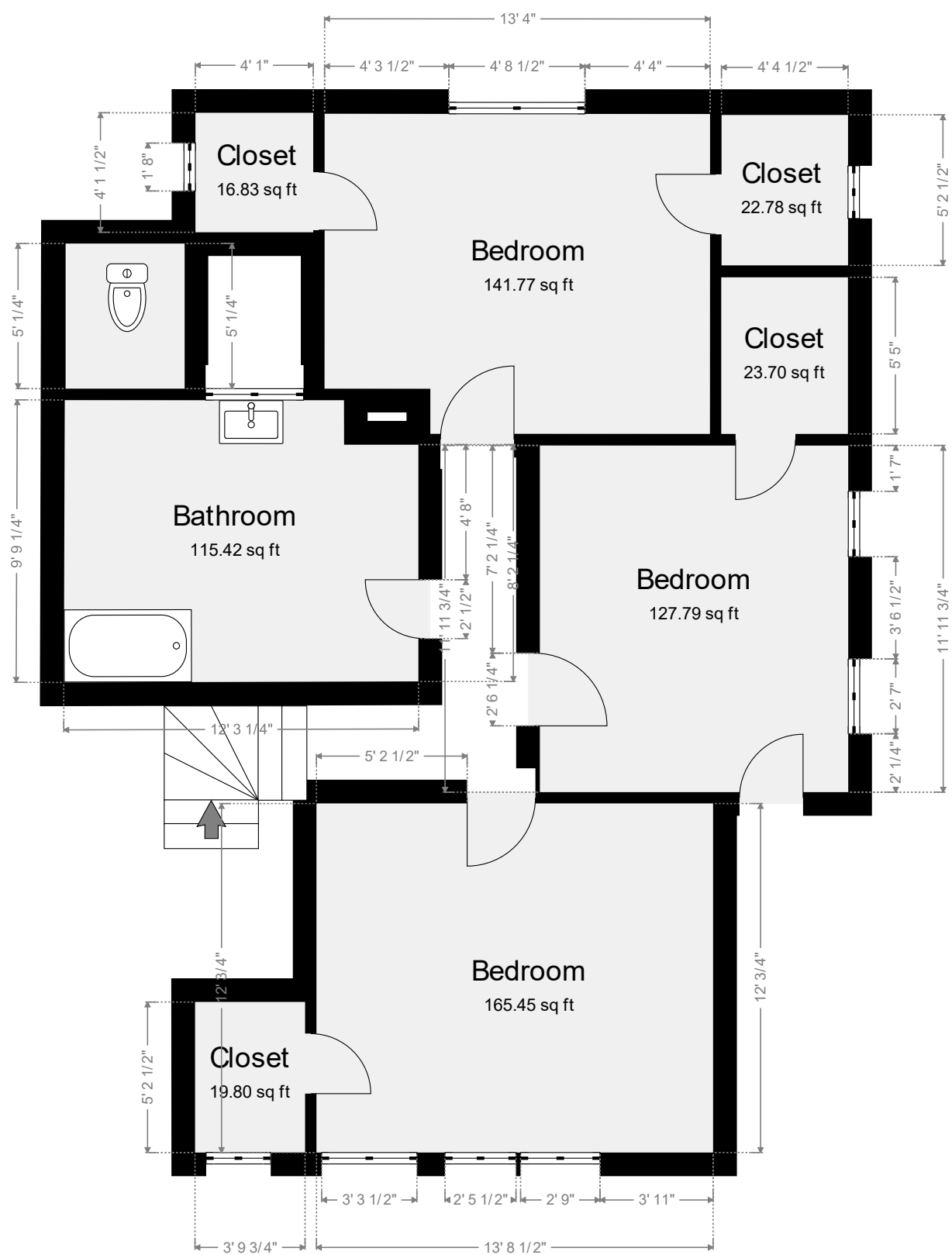
ZGD-12

007-

827 Dodge St. Site Plan







STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: March 17, 2025

Agenda Item #7

Applicant:

Bjorn Schweinsberg
5117 N Palisades Rd
Whitefish Bay, WI 53217

Request:

827 Dodge Street
Limited Conditional Use Permit for
Commercial Indoor Lodging

Description:

The applicant is requesting a Limited Conditional Use Permit (CUP) for the operation of a Commercial Indoor Lodging use at 827 Dodge Street. The subject property includes a three-bedroom house. A detached garage and paved parking pad are accessed by an alley to the east of the property.

The subject property is located within a transitional area between the commercial development along Broad Street and the residential neighborhood to the west. The property is zoned General Business (GB), and Commercial Indoor Lodging land uses are permitted as a conditional use in that district. The commercial property to the east, across the alley, is zoned Central Business (CB). All other properties on the block are zoned GB. Properties to the south, across Dodge Street, are zoned Single Family Residential – 4 (SR-4) and Planned Development. Properties to the west, across Cook Street, are zoned SR-4.

Staff Review Comments:

General Site Layout, Architecture, and Design – The applicant is not proposing any changes to the existing site layout, building architecture, or building or site design.

Limited Conditional Use – As a Limited Conditional Use, this approval shall be limited to the current property owner. The CUP shall automatically terminate in the event the property is sold.

Parking – Three parking spaces are required, as one parking space is required per bedroom. Two spaces will be provided in the two-car garage and additional parking is available on the adjacent parking pad, which can accommodate several cars. Older aerial photos show this as gravel, but the applicant notes that the parking pad has been recently paved.

Commercial Indoor Lodging Use – The proposed use complies with all applicable requirements of Section 98-206(4)(k) pertaining to Commercial Indoor Lodging land uses.

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. After approval, the applicant must apply for City business license.
 - b. After approval, the applicant must apply for and comply with the room tax permit.
 - c. As a Limited Conditional Use, this approval shall be limited to the current property owner. The CUP shall automatically terminate in the event the property is sold.

Suggested Motions:

- Approve: I recommend approval of the proposed Limited Conditional Use Permit for *Bjorn Schweinsberg, 5117 N Palisades Rd, Whitefish Bay, WI 53217, for a request to allow Commercial Indoor Lodging land use in the General Business (GB) zoning district for the property located at 827 Dodge Street, Tax Key No. ZGD 00012*, including the affirmative set of findings, and any additional conditions of approval recommended by staff.
- Deny: I recommend denial of the proposed Limited Conditional Use Permit for *Bjorn Schweinsberg, 5117 N Palisades Rd, Whitefish Bay, WI 53217, for a request to allow Commercial Indoor Lodging land use in the General Business (GB) zoning district for the property located at 827 Dodge Street, Tax Key No. ZGD 00012*, because [provide rationale for denial, based on substantial evidence].

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

RESOLUTION OF THE PLAN COMMISSION			
Resolution recommending to the Common Council a Conditional Use Permit (CUP) filed by Bjorn Schweinsberg, 5117 N Palisades Rd, Whitefish Bay, WI 53217, for a request to allow Commercial Indoor Lodging land use in the General Business (GB) zoning district for the property located at 827 Dodge Street, Tax Key No. ZGD 00012.			
Committee:	N/A		
Fiscal Impact:	N/A		
File Number:	PC-004	Date:	March 17, 2025

WHEREAS, the City of Lake Geneva Plan Commission has considered a Conditional Use Permit application filed by Bjorn Schweinsberg, 5117 N Palisades Rd, Whitefish Bay, WI 53217, to allow a Commercial Indoor Lodging land use in the General Business (GB) zoning district for the property located at 827 Dodge Street, Tax Key No. ZGD 00012, and

WHEREAS, the Plan Commission held a Public Hearing thereon pursuant to proper notice given on March 17, 2025, and

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

1. After approval, the applicant must apply for City business license.
2. After approval, the applicant must apply for and comply with the room tax permit.
3. As a Limited Conditional Use, this approval shall be limited to the current property owner. The CUP shall automatically terminate in the event the property is sold.

NOW, THEREFORE, BE IT RESOLVED, that the Plan Commission hereby recommends to the Common Council of the Conditional Use Permit filed by Bjorn Schweinsberg, 5117 N Palisades Rd, Whitefish Bay, WI 53217, to the Common Council to allow a Commercial Indoor Lodging land use in the General Business (GB) zoning district for the property located at 827 Dodge Street, Tax Key No. ZGD 00012, per the findings of fact and additional conditions stated above.

Recommended to the Common Council of the City of Lake Geneva this 17th day of March 2025.

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

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

Todd Krause, Plan Commission Chair Date

Attest:

Lacey L Reynolds, City Clerk Date

RESOLUTION OF THE COMMON COUNCIL			
Resolution authorizing the issuance of a Planned Development – Precise Implementation Plan (PIP) to allow for an expansion of the tap room and addition of food service for the property located at 727 Geneva Street Suite 2, Tax Key No. ZOP 00157			
Committee:	Plan Commission approved March 17 th , 2025		
Fiscal Impact:	N/A		
File Number:	25-R23	Date:	April 14, 2025

WHEREAS, the City Plan Commission has considered the application of a Planned Development – Precise Implementation Plan (PIP) to allow for an expansion of the tap room and addition of food service for the property located at 727 Geneva Street Suite 2, Tax Key No. ZOP 00157 and

WHEREAS, the City Plan Commission held a Public Hearing thereon pursuant to proper notice given on March 17th, 2025, and

WHEREAS, the City Plan Commission approved the application finding the Precise Implementation Plan (PIP) complies with the following affirmative findings of fact:

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

WHEREAS, the Plan Commission has recommended the following conditions:

1. None.

NOW, THEREFORE, BE IT RESOLVED, that a Planned Development – Precise Implementation Plan for Topsy Turvy Brewery, is approved to allow for an expansion of the tap room and addition of food service for the property located at 727 Geneva Street Suite 2, Tax Key No. ZOP 00157, 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 14th day of April 2025.

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

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

Todd Krause, Mayor

Date

Attest:

Lacey L Reynolds, City Clerk

Date

APPLICATION FOR PRECISE IMPLEMENTATION PLAN OR AMENDMENT

City of Lake Geneva

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

Parcel ZOP 00157 - 727 Geneva Street Ste2, Lake Geneva, WI 53147 (Parsonage/Old cooking School

Name and Address of Current Owner: Daniel E Schuld

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

(847) 778-7070

daneschuld@gmail.com

Owner Signature: 

Name and Address of Applicant:

Topsy Turvy Brewery, 727 Geneva Street, Ste1, Lake Geneva, WI 53147

Telephone No. with area code & Email of Applicant: (262) 812-8323 or 847-778-7070

dan@topsyturvybrewery.com

Proposed Use:

Extension of existing operating brewery for seating and retail in all but the kitchen.

Kitchen to be rented to Flat Iron Tap or other. Flat Iron is working on their layout.

Zoning District in which land is located: Planned Development

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

Anderson Plumbing, 2611 Huntet Rd, Caledonia, IL 61011

Short statement describing activities to take place on site:

Propose that Topsy Turvy Brewery takes over existing parsonage (old Cooking school) for additional seating. This would have a lounge or supper club taproom feel. A new bar would be added as pictured. The kitchen would be Flat Iron Tap or other. A wall would be added with a door between the two areas. They are working on a complete layout.

PIP fee \$400.00, payable upon filing application.

2/14/25

Date


Signature of Applicant

Topsy Turvy Brewery 727 Geneva St, Ste 2, Lake Geneva, WI Cost Recovery # _____

Petitioner Name

Project Address

OFFICE USE ONLY

Description of Request _____

Agreement for Services

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

Project: Daniel E Schuld, as applicant/petitioner for
Topsy Turvy Brewery Extending into Old Cooking School and adding kitchen
Project Address: 727 Geneva St, Ste 2, Lake Geneva, WI 53147 (parsonage/old cooking school)
Parcel No. Parcel ZOP 00157
Name: Topsy Turvy Brewery, LLC
Address: 727 Geneva St, Ste 1, Lake Geneva, WI 53147

Cell Phone: (847) - 778 - 7070 Phone: (262) - 812 - 8323

Email: Dan@topsyturvybrewery.com

Dated this 30th Day of January, 2025

Daniel E Schuld

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.

APPLICATION SUBMITTAL REQUIREMENTS

PD STEP 4: PRECISE IMPLEMENTATION PLAN (PIP)

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

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

Date: _____ by: _____

↓

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

Date: _____ by: _____

↓

_____ A. After the effective date of the rezoning to PD/GDP, the Applicant may file an application for the proposed PIP with the Plan Commission. This submittal packet shall contain the following items, prior to its acceptance by the Zoning Administrator and placing the item on the Plan Commission agenda for PIP review.

 X (1) **A location map** of the subject property and its vicinity at 11" x 17", as depicted on a copy of the City of Lake Geneva Land Use Plan Map;

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

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

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

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

_____ All lot dimensions of the subject property provided;

_____ Graphic scale and north arrow provided.

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

_____ Specific project themes and images;

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

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

_____ The specific treatment of natural features;

_____ The specific relationship to nearby properties and public streets.

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

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

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

- x (5) **A Property Site Plan drawing which includes:**
- _____ A title block which indicates the name, address and phone/fax number(s) of the current property owner and/or agent(s) (developer, architect, engineer, planner) for project;
 - _____ The date of the original plan and the latest date of revision to the plan;
 - _____ A north arrow and a graphic scale (not smaller than one inch equals 100 feet);
 - _____ A reduction of the drawing at 11" x 17";
 - _____ A legal description of the subject property;
 - _____ All property lines and existing and proposed right-of-way lines with bearings and dimensions clearly labeled;
 - _____ All existing and proposed easement lines and dimensions with a key provided and explained on the margins of the plan as to ownership and purpose;
 - _____ All required building setback lines;
 - _____ All existing and proposed buildings, structures, and paved areas, including building entrances, walks, drives, decks, patios, fences, utility poles, drainage facilities, and walls;
 - _____ The location and dimension (cross-section and entry throat) of all access points onto public streets;
 - _____ The location and dimension of all on-site parking (and off-site parking provisions if they are to be employed), including a summary of the number of parking stalls provided versus required by the Ordinance;

 - _____ The location and dimension of all loading and service areas on the subject property and labels indicating the dimension of such areas;
 - _____ The location of all outdoor storage areas and the design of all screening devices;
 - _____ The location, type, height, size and lighting of all signage on the

- _____ subject property to include a photometric plan;
- _____ The location, height, design/type, illumination power and orientation of all exterior lighting on the subject property – including the clear demonstration of compliance with Section 98-707;
- _____ All engineering requirements for utilities, site designs, etc;
- _____ The location and type of any permanently protected green space areas;
- _____ The location of existing and proposed drainage facilities for storm water;
- _____ In the legend, data for the subject property on:
 - _____ Lot Area;
 - _____ Floor Area;
 - _____ Floor Area Ratio (b/a);
 - _____ Impervious Surface Area;
 - _____ Impervious Surface Ratio (d/a);
 - _____ Building Height.

 X (6) **A landscaping plan for subject property**, specifying the location, species, and installed size of all trees and shrubs. Include a chart which provides a cumulative total for each species, type and required location (foundation, yard, street, paved area or bufferyard) of all trees and shrubs.

 X (7) **A series of building elevations** for the entire exterior of all buildings in the PD, including detailed notes as to the materials and colors proposed.

_____ (8) **A general signage plan** including all project identification signs, concepts for public fixtures and signs (such as street light fixtures and/or poles or street sign faces and/or poles), and group development signage themes which are proposed to vary from City standards or common practices.

 N/A (9) **A general outline of the intended organizational structure** for a property owners association, if any; deed restrictions and provisions for private provision of common services, if any.

 See
Below

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

 See
Below **The Proposed PIP is Consistent with the approved GDP. No changes to site plan**

(11) **A written description** of any and all variations between the requirements of the applicable PD/GDP zoning district and the proposed PIP development; and, **No variations between the requirements of the applicable PD/GDP zoning district and the proposed PIP development as there are no changes to the site plan.**

_____ (12) **Proof of financing capability** pertaining to construction and maintenance and operation of public works elements of the proposed development.

FINAL APPLICATION PACKET INFORMATION
PD STEP 4: PRECISE IMPLEMENTATION PLAN (PIP)

The process for review and approval of the PD shall be identical to that for conditional use permits per Section 98-905 of the Zoning Ordinance and (if land is to be divided) to that for preliminary and final plats of subdivision per the Municipal Code. All portions of an approved PD/PIP not fully developed within five years of final City Council approval shall expire, and no additional PD-based development shall be permitted. The City Council may extend this five years period by up to five additional years via a majority vote following a public hearing.

- _____ **Receipt of 1 full scale copy in 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:** _____

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 727 Geneva St, Ste2, Lake Geneva, WI 53147 (parsonage/old cooking school)

Applicant name Daniel E Schuld

Applicant email Dan@topsyturvybrewery.com Phone Number 262-812-8323

Architect/Contractor/Designer Name Daniel E Schuld

Architect/Contractor/Designer Email dan@topsyturvybrewery.com Phone Number 847-778-7070

Type of Construction: New _____ Addition _____ Remodel X

Type of Development: Single-family _____ Multi-family _____ Commercial X Industrial _____

Type of Business Brewery with retail for most of building. Kitchen area to be rented

Engineering

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

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

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

Water/Sewer Utilities

If an existing structure please circle the following:

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

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

- Water service size requirement_____
- Estimated daily water usage in gallons per day_____
- Estimated maximum water flow in gallons per minute_____
- Number of bathrooms_____
- Brief description of process (if Industrial)_____

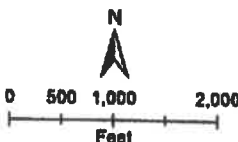
If the development is a multi-family dwelling, please provide the following:

- Number of units_____
- Number of bedrooms in each unit_____
- Water service size requirement_____

A. GENERALIZED LOCATION MAP

City of Lake Geneva Zoning Map

March 19, 2015



gal consultants
Vancouver, British Columbia, Canada

SUBJECT SITE

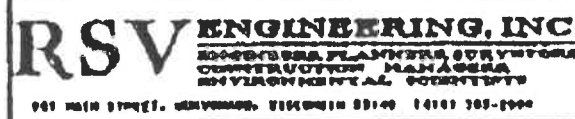
- RM** **Rural Medium Density**
Areas for agricultural uses, agricultural support businesses, schools, parks, churches or very low-density single-family residential at a density of less than one dwelling unit per 35 acres.
- CR-6** **Community Residential**
Areas for very low density single-family development at maximum densities of one dwelling unit for every five gross acres, and support institutional uses such as schools, parks, and churches.
- ER-1** **Executive Residential**
Areas for low density single-family development at maximum densities of one dwelling unit per acre, and support institutional uses such as schools, parks, and churches.
- SR-3** **Single-Family Residential**
Areas for moderate density single-family development at maximum densities of three dwelling units per acre, and support institutional uses such as schools, parks, and churches.
- SR-4** **Single-Family Residential**
Areas for moderate density single-family development at maximum densities of four dwelling units per acre, and support institutional uses such as schools, parks, and churches.
- PD** **Planned Development**
Areas approved for planned development zoning unique to the subject property.
- TR-8** **Transitional Residential**
Areas for single-family detached and two-family residential development at densities up to six dwelling units per acre, and support institutional uses such as schools, parks, and churches.
- MR-8** **Medium Density Residential**
Areas for medium density single-family detached and two-family, and multi-family residential development at densities up to eight dwelling units per acre and support institutional uses.
- C-2** **Community Center**
Areas for retail, foodservice, and storage; pedestrian trails; preservation of scenic, historic and scientific areas; soil and water conservation; storm water and wastewater treatment; water retention ponds and wildlife areas.
- NO** **Neighborhood Office**
Areas for high-quality office and office-support commercial uses in older, transitioning residential areas of the community. Residential qualities set an attractive, high quality character.
- PO** **Planned Office**
Areas for office and office-support commercial and service uses. Generous landscaping and limited signage set an attractive, high quality character.
- NB** **Neighborhood Business**
Areas for small scale, neighborhood-oriented service and retail uses, which shall not spread into adjacent residential areas. (Generous landscaping and limited signage)
- PB** **Planned Business**
Areas for a full complement of commercial, office, and institutional uses. (Generous landscaping and limited signage)
- GB** **General Business**
Existing areas for a full complement of commercial, office, and institutional uses (moderate amounts of landscaping and signage)
- CB** **Community Business**
Areas for a full complement of downtown and high density neighborhood character commercial, office, and institutional uses. (Pedestrian-oriented landscaping and signage)
- PI** **Planned Industrial**
Areas for a full complement of indoor office, manufacturing, assembly and storage uses. Generous landscaping and limited signage set an attractive, high-quality character.
- GI** **General Industrial**
Areas for a full complement of indoor light and heavy industrial land uses, and carefully controlled outdoor storage uses. Moderate amounts of landscaping and signage set an attractive character.
- HI** **Heavy Industrial**
Areas for primarily outdoor and/or heavy industrial production, storage, extraction and disposal uses.
- PBP** **Planned Business Park**
Areas approved for planned development zoning unique to the subject property.

- Primary Environmental Corridor**
- Woodlands Overlay**
- Lakeshore Overlay**
- City Boundary**
- Downtown Design Review**
- Drainage Way**
- Slopes (12% or greater)**
- Shorelines, Ponds and Streams**
- FEMA Floodplain Overlay**

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



PLAT OF SURVEY



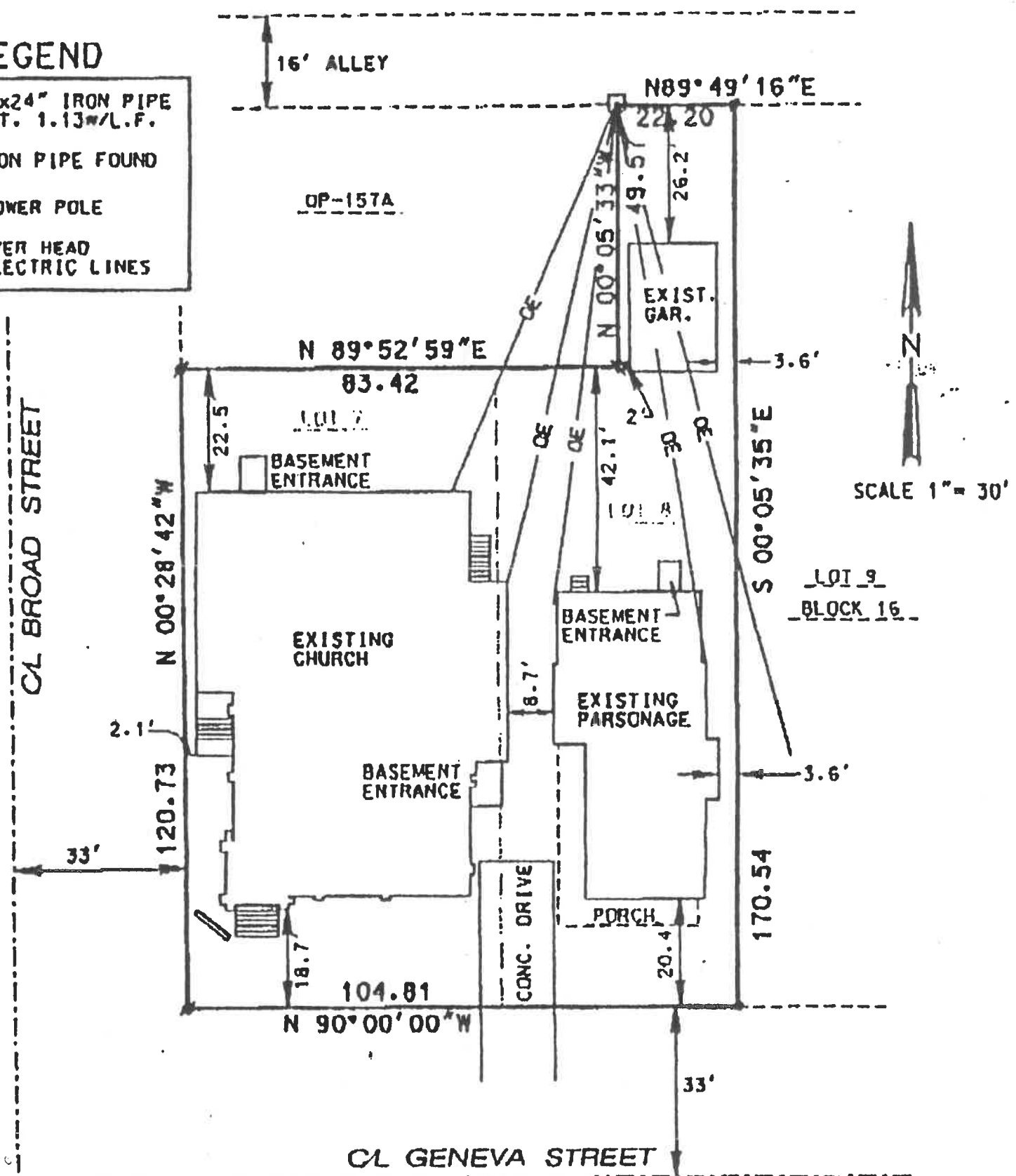
FOR: KEEFE REAL ESTATE, INC.

DATE: 9/11/97

DESCRIPTION: BEING PART OF LOTS 7 AND 8 OF BLOCK 16, OF THE ORIGINAL PLAT OF THE VILLAGE (NOW CITY) OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN BEING MORE COMPLETELY DESCRIBED AS FOLLOWS: COMMENCING AT THE SW CORNER OF SAID LOT 7; THENCE WITH THE EASTERLY RIGHT OF WAY OF BROAD STREET $N00^{\circ}28'42''W$, A DISTANCE OF 120.73' TO A POINT; THENCE $N89^{\circ}52'59''E$, A DISTANCE OF 83.42' TO A POINT; THENCE $N00^{\circ}05'33''W$, A DISTANCE OF 49.57' TO A POINT; THENCE $N89^{\circ}49'16''E$, A DISTANCE OF 22.20' TO A POINT; THENCE $S00^{\circ}05'35''E$, A DISTANCE OF 170.54' TO A POINT ON THE NORTHERLY RIGHT OF WAY OF GENEVA STREET; THENCE WITH SAID RIGHT OF WAY $N90^{\circ}00'00''W$, A DISTANCE OF 104.81' TO THE POINT OF BEGINNING. SAID PARCEL CONTAINING 13814 S.F.

LEGEND

- Ø 1"x24" IRON PIPE SET. 1.13#L.F.
- IRON PIPE FOUND
- POWER POLE
- OE— OVER HEAD ELECTRIC LINES



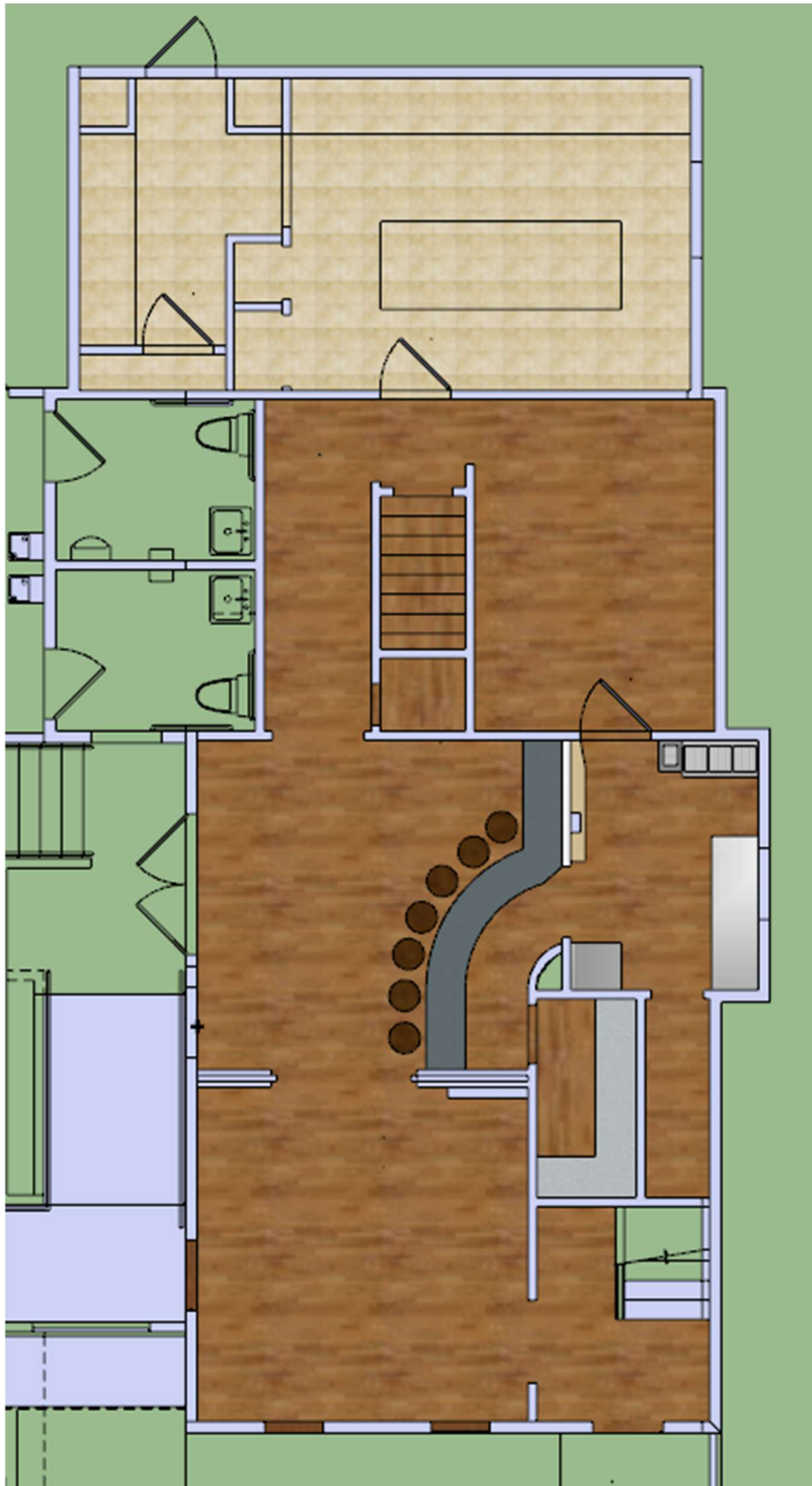
THE ABOVE MAP IS A TRUE REPRESENTATION THEREOF AND SHOWS THE SIZE AND LOCATION OF ALL THE PROPERTY, EXTERIOR BOUNDARIES, THE LOCATION OF ALL VISIBLE BOUNDARY FENCES, APPARENT EASEMENTS, ROADWAYS AND VISIBLE ENCROACHMENTS, IF ANY.

THIS SURVEY IS MADE FOR THE USE OF THE PRESENT OWNERS OF THE PROPERTY, AND ALSO THOSE WHO PURCHASE, MORTGAGE OR GUARANTEE TITLE THERETO WITHIN ONE (1) YEAR FROM DATE HERETO.

BRADFORD L. SPENCER, R.L.S. 2069
RSV#97222.UGN

**C. GENERAL WRITTEN DESCRIPTION
& POTENTIAL REQUESTED
EXEMPTIONS**

Floor plan for proposed expansion



Beige floor – Flat Iron Tap. Wood Floors – Topsy Turvy Brewery.

Propose that Topsy Turvy Brewery takes over existing parsonage (old Cooking school) for additional seating. This would have a lounge or supper club feel. A new bar would be added as pictured. The kitchen would be Flat Iron Tap. A wall would be added with a door between the two areas. They are working on a complete layout.

New Bar Area:

Bars are 20" deep

30" walkway behind a bar between the bar and the back counter.

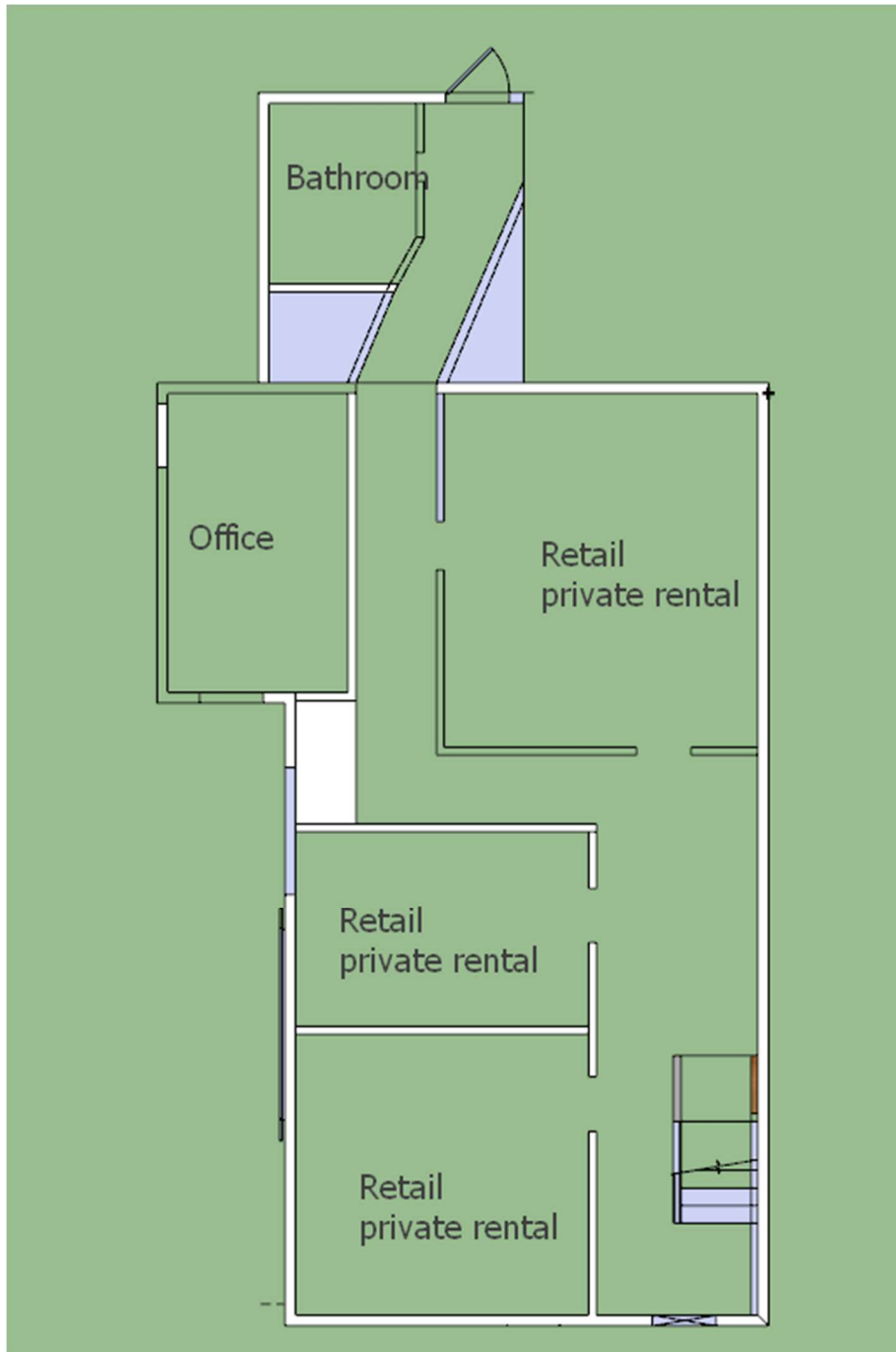
Dump sink

Small 3 compartment 39"

Hand wash sink 12" w x 16" d

Drink Well. 16 or 21" W x 26" deep

The second floor previously was retail space, office and storage. There is one bathroom in the back of the second floor. We would like to be able to use the existing three front rooms in the upper level as retail or private event space for events such as small bachelorette parties or bride ready room. There would be no structural changes. Just painting and small hole fixes from past retail tenants.



D. PLANS AND ELEVATIONS



Existing No Front Exterior Changes

PROPOSED SOUTH ELEVATION (GENEVA STREET)

PRELIMINARY

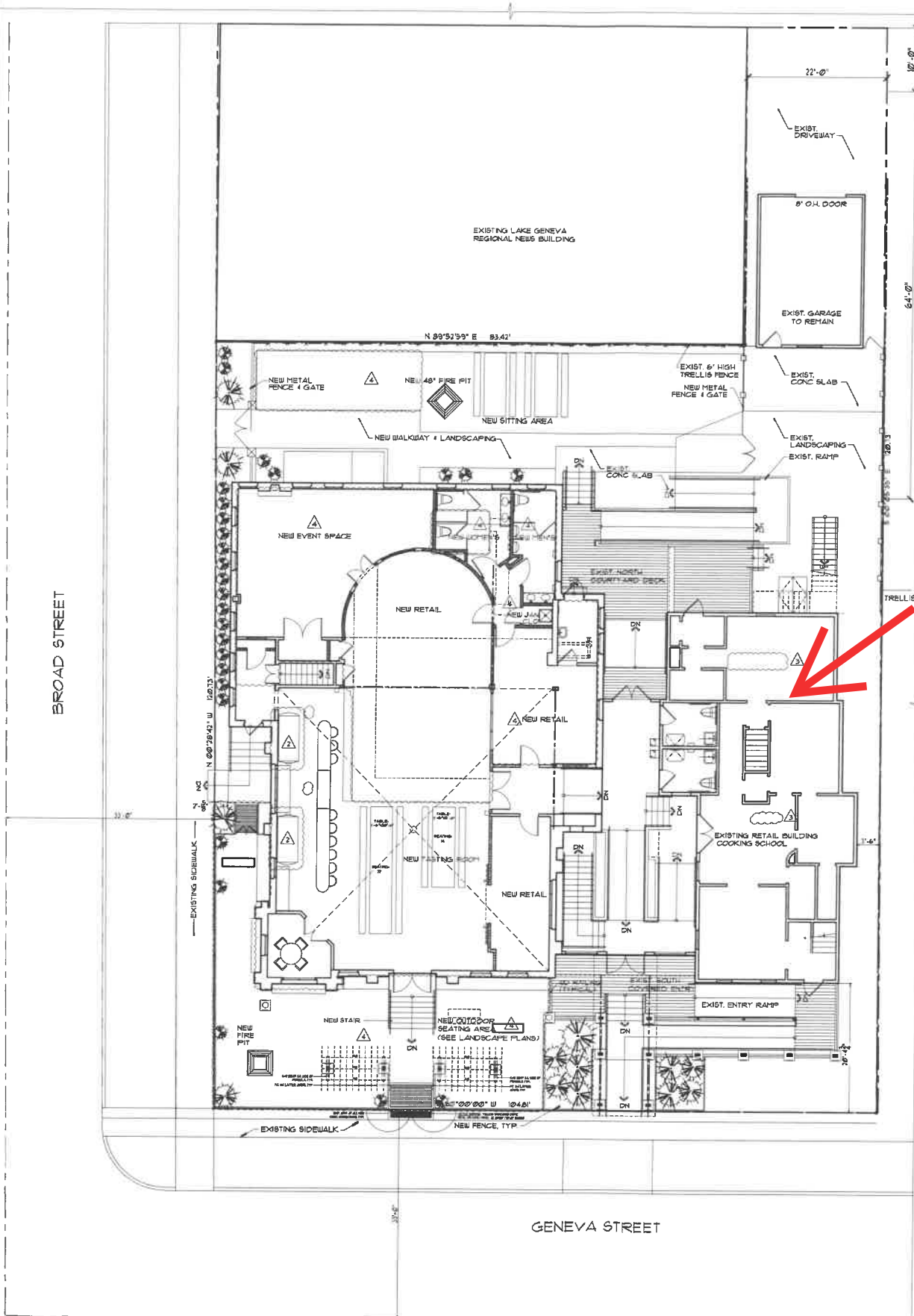
SHEET
R-1
OF

DATE
1-9-2020
PROJECT NO.
1840

ADDITIONS AND ALTERATIONS TO THE
GENEVA STREET VILLAGE
121 GENEVA STREET
LAKE GENEVA, WISCONSIN 53147
COMMENTS: NONE

McCormack + Etten / Architects™, LLP
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Existing Layout



Rebuild Wall



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ADDITIONS AND ALTERATIONS TO THE
GENEVA STREET VILLAGE
7271 GENEVA STREET
LAKE GENEVA, WISCONSIN 53147

PROJECT NO.
1840

REVISIONS	
①	06.10.19
②	06.11.19
③	17.10.19

☐ PRELIMINARY
☒ BID/APPROVAL
☐ PERMIT
☐ CONSTRUCTION

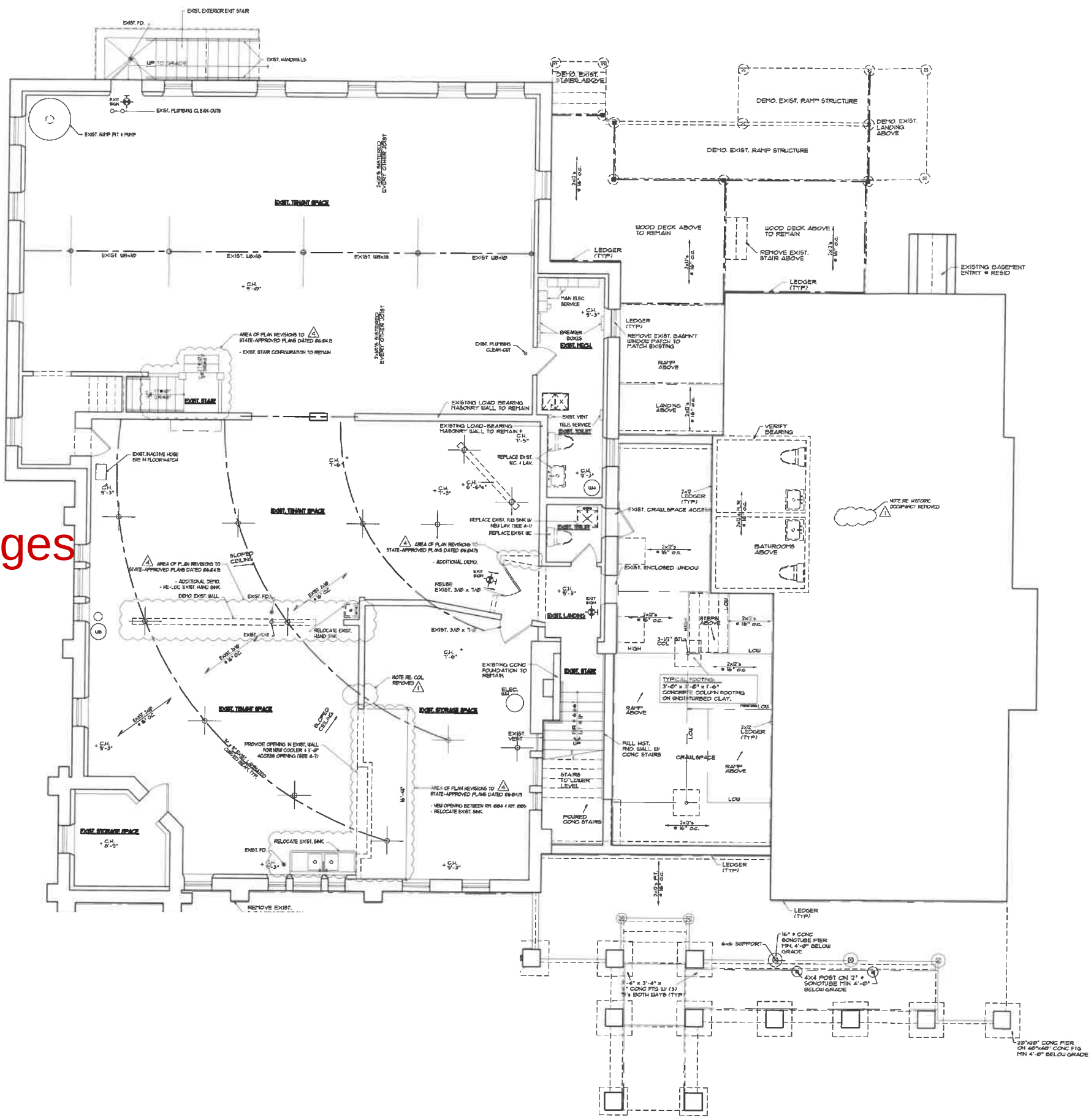
DATE
12/19/19

SHEET

S-1

Existing No Changes

- DEMOLITION NOTES:**
1. ALL WORK SHALL COMPLY WITH APPLICABLE BUILDING CODE STANDARDS, OSHA STANDARDS AND ANY ADDITIONAL REQUIREMENTS AS SPECIFIED BY THE LOCAL BUILDING INSPECTOR.
 2. CONTRACTOR SHALL OBTAIN ALL REQUIRED PERMITS FOR CONFORMANCE TO LOCAL AND STATE LAWS.
 3. ALL ACTIVE UTILITIES DESIGNATED TO REMAIN SHALL BE PRESERVED IN OPERATING CONDITION.
 4. NOTIFY ALL UTILITY COMPANIES (WILL, DIGGERS HOTLINE, ETC.) AS APPLICABLE. EXTREME CAUTION SHALL BE TAKEN TO VERIFY LOCATIONS OF ALL EXISTING UNDERGROUND UTILITIES PRIOR TO DEMOLITION.
 5. PROVIDE ADEQUATE SHORING AND BRACING OF ALL RELATED STRUCTURE TO REMAIN PRIOR TO ANY DEMOLITION OPERATIONS. NOTIFY ARCHITECT OF ANY STRUCTURAL CONCERN IMMEDIATELY.
 6. USE ALL MEANS NECESSARY TO PROTECT EXISTING OBJECTS DESIGNATED TO REMAIN. IN THE EVENT OF CHANGE, IMMEDIATELY FLAG, ALL REMOVE AND REPLACEMENT TO THE SATISFACTION OF THE OWNER AT NO ADDITIONAL COST.
 7. CONDUCT DEMOLITION OPERATIONS AND THE REMOVAL OF DEBRIS TO ENSURE FREEWAY INTERFERENCE BY ROAD, STREETS, ALLEYS AND OTHER ADJACENT OCCUPIED OR USED FACILITIES.
 8. REMOVE ALL DEBRIS, RUBBISH OR OTHER MATERIALS RESULTING FROM THE DEMOLITION ON A DAILY BASIS. FINAL CLEANUP SHALL BE BATCH CLEAN INSIDE AND RACED OUTSIDE WITHIN PROPERLY DESIGNATED AREAS. IMMEDIATELY REMOVE OR STORE THE ABOVE MATERIALS OFF-SITE IN AN APPROVED LANDFILL AREA.
 9. ALL WALLS, CEILING, FLOORS, FLOORS, CONCRETE SLABS, FOOTINGS AND FOUNDATIONS SHALL BE REMOVED AS NOTED OR DRAWING.
 10. ALL PREHANGED, PLUMBING OR ELECTRICAL EQUIPMENT, DOORS AND WINDOWS, APPLIANCES, CABINETS, SPECIAL FILLWORK, AND OTHER ITEMS REMOVED SHALL BE STORED AS DIRECTED BY OWNER, UNLESS OTHER AGREEMENT FOR SALVAGE.



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

LOWER LEVEL PLAN

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ADDITIONS AND ALTERATIONS TO THE
GENEVA STREET VILLAGE
701 GENEVA STREET
LAKE GENEVA, WISCONSIN 53147

PROJECT NO.
1840

REVISIONS

05/30/19	REVISION
06/06/19	REVISION
07/01/19	REVISION

LEGEND

PRELIMINARY	REVISION
CONSTRUCTION	REVISION

DATE
12/19/19

SHEET
AB-1
OF

No Changes to Either Elevation



EXISTING - DEMOLITION SOUTH ELEVATION (GENEVA STREET)
SCALE: 1/4" = 1'-0"



EXISTING - DEMOLITION WEST ELEVATION (BROAD STREET)
SCALE: 1/4" = 1'-0"

- DEMOLITION NOTES:**
1. ALL WORK SHALL COMPLY WITH APPLICABLE BUILDING CODE STANDARDS (CSHA, STANDARDS AND ANY ADDITIONAL REQUIREMENTS AS SPECIFIED BY THE LOCAL BUILDING INSPECTOR).
 2. CONTRACTOR SHALL OBTAIN ALL REQUIRED PERMITS FOR CONFORMANCE TO LOCAL AND STATE LAWS.
 3. ALL ACTIVE UTILITIES DESIGNATED TO REMAIN SHALL BE PRESERVED IN OPERATING CONDITION.
 4. NOTIFY ALL UTILITY COMPANIES (WILE, DODGING, H&M, ETC.) AS APPLICABLE. EXTREME CAUTION SHALL BE TAKEN TO VERIFY LOCATIONS OF ALL EXISTING UNDERGROUND UTILITIES PRIOR TO DEMOLITION.
 5. PROVIDE ADEQUATE SHORING AND BRACING OF ALL RELATED STRUCTURE TO REMAIN PRIOR TO ANY DEMOLITION OPERATIONS. NOTIFY ARCHITECT OF ANY STRUCTURAL CONCERN IMMEDIATELY.
 6. USE ALL MEANS NECESSARY TO PROTECT EXISTING OBJECTS DESIGNATED TO REMAIN. IN THE EVENT OF COLLISION, IMMEDIATELY HALT ALL REMOVAL AND REEVALUATE TO THE SATISFACTION OF THE OWNER AT NO ADDITIONAL COST.
 7. CONDUCT DEMOLITION OPERATIONS AND THE REMOVAL OF DEBRIS TO ENSURE MINIMUM INTERFERENCE IN ADJACENT STREETS, ALLEYS AND OTHER ADJACENT OCCUPIED OR USED FACILITIES.
 8. REMOVE ALL DEBRIS, RUBBISH OR OTHER MATERIALS RESULTING FROM THE DEMOLITION ON A DAILY BASIS. FINAL CLEANUP SHALL BE BROOD CLEAR INSIDE AND RAISED OUTSIDE WITH NO BROKEN GLASS REMAINING. LEGALLY DISPOSE OF THE ABOVE MATERIALS OFF-SITE IN AN APPROVED LANDFILL AREA.
 9. ALL GULLIES, CEILING, BOWTIE FLOORS, CONCRETE SLABS, FOOTINGS AND FOUNDATIONS SHALL BE REMOVED AS NOTED ON DRAWINGS.
 10. ALL MECHANICAL, PLUMBING OR ELECTRICAL EQUIPMENT, DOORS AND WINDOWS, APPLIANCES, CABINETS, SPECIAL FILLWORK AND OTHER ITEMS REMOVED SHALL BE STORED AS DIRECTED BY OWNER UNLESS OTHER AGREEMENT FOR SALVAGE.

EXISTING - DEMOLITION NORTH ELEVATION
SCALE: 1" = 1'-0"

1. ALL WORK SHALL COMPLY WITH APPLICABLE BUILDING CODES (MINIMUM CODES: CSBA STANDARDS AND ANY ADDITIONAL REQUIREMENTS AS SPECIFIED BY THE LOCAL BUILDING DEPARTMENT).
2. CONTRACTOR SHALL OBTAIN ALL REQUIRED PERMITS FOR CONFORMANCE TO LOCAL AND STATE LAWS.
3. ALL ACTIVE UTILITIES DISBURBED TO REHMAN SHALL BE PRESERVED IN OPERATING CONDITION.
4. NOTIFY ALL UTILITIES COMPANY (UTILE, BUREAUS, HOTLINE ETC) AS APPLICABLE. EXTREME CAUTION SHALL BE TAKEN TO VERIFY LOCATIONS OF ALL BORING AND UNDERGROUND UTILITIES PRIOR TO DIGGATIONS.
5. PROVIDE ADEQUATE PROTECTING AND BRACING OF ALL RELATED STRUCTURES TO REHMAN PRIOR TO ANY DITCH OPERATIONS. NOTIFY ALL AGENCIES OF ANY STRUCTURAL CONCERN IMMEDIATELY.
6. USE ALL MEANS NECESSARY TO PROTECT EXISTING STRUCTURES BELONGING TO REHMAN FROM ANY DAMAGE DURING OPERATIONS. NOTIFY REHMAN IMMEDIATELY IN WRITING OF THE SATISFACTION OF THE OTHER AT NO ADDITIONAL COST.
7. CONDUCT DETENTION OPERATIONS AND THE REMOVAL OF DEBRIS TO ENSURE TRAFFIC FLOW AND FOR ACTION. STREETS, ALLEYS AND OTHER ADJACENT OCCUPIED BY DENSE TRAFFIC SHALL BE KEPT OPEN FOR ACTION. STREETS, ALLEYS AND OTHER ADJACENT OCCUPIED BY DENSE TRAFFIC SHALL BE KEPT OPEN FOR ACTION.
8. REMOVE ALL DEBRIS, REMAINS OR OTHER MATERIALS RESULTING FROM THE DETENTION OF TRAFFIC TO THE STREET. REMOVE ALL DEBRIS, REMAINS OR OTHER MATERIALS TO THE STREET TO BREAKDOWN JAMMS REMAINING. LEGALLY DEPOSIT THE ABOVE MATERIALS TO THE STREET OR TO THE REHMAN PROPERTY.
9. ALL WALLS, CEILING, FLOORS, ROOF, CONCRETE, BLANK, ROOFING AND FOUNDATIONS SHALL BE REMOVED AS NOTED ON DRAWINGS.
10. ALL MECHANICAL, PLUMBING OR ELECTRICAL EQUIPMENT, DOORS AND WINDOWS, APPLIANCES, CABINETS, SHEETS, PULLEYS AND OTHER ITEMS REMOVED SHALL BE KEPT IN GOOD WORKING ORDER BY THE CONTRACTOR UNTIL THE PROJECT IS COMPLETED.

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ADDITIONS AND ALTERATIONS TO THE
GENEVA STREET VILLAGE
PROJECT NO. 1640
1717 GENEVA STREET
LAKE GENEVA, WISCONSIN 53147

☐	PRELIMINARY
☒	SO/ APPROVAL
☐	PERMIT
☐	CONSTRUCTION
DATE 12.19.19	
SHEET AB-4	

Existing No Changes

LOCKER LEVELS: OCCUPANCY: INDUSTRIAL 19 OCCUPANTS  OCCUPANCY: STORAGE / MECH 8 OCCUPANTS 	EXTERIOR MI FLOOR: OCCUPANCY: ASSEMBLY 80 OCCUPANTS 	REQUIRED FINISHES: REFER TO ITEM 8 ON SHEET 1-4
RATIONS: _____ OCCUPANTS: _____		
FIRST FLOOR: OCCUPANCY: MERCHANTILE 16 OCCUPANTS  OCCUPANCY: ASSEMBLY 184 OCCUPANTS 	ASSEMBLY: EXTERIOR/MI 80 ASSEMBLY: INTERIOR 104 MERCHANTILE 16 INDUSTRIAL 16 STORAGE / MECH 8 TOTAL 200	

NEW WALL TYPES: 1 2 3 4 • SEE SHEET A-3	DOOR DET.  NEW DOOR EXIST. DOOR
--	---

GENERAL CONSTRUCTION NOTES:

1. NO CHANGES ARE TO BE MADE TO THESE PLANS WITHOUT THE ENCLAVE AND THE CITY COMMISSIONER OF THE ARCHITECT.
2. ALL DIMENSIONS CONTRACTED BY DURING CONSTRUCTION SHALL BE VERIFIED BY THE CONTRACTOR AT THE SITE.
3. CONSTRUCTION AND MATERIAL SHALL BE INSTALLED IN ACCORDANCE WITH ALL THE REQUIREMENTS LEGALLY CONSTITUTES PUBLIC AUTHORITIES AND UNDER JURISDICTION OF THE PROJECT, INCLUDING ALL COUNTY AND LOCAL ORDINANCES, AND THE SAFETY ORDINANCES OF THE STATE INDUSTRIAL ACCIDENT COMMISSION (LAW).
4. THE GENERAL CONTRACTOR SHALL NOTIFY ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES RELATED WITH THE PLANS.
5. ALL WORK PERFORMED SHALL CONFORM WITH THE REQUIREMENTS OF THE CURRENT BUILDING CODES AND OTHER APPLICABLE GOVERNING CODES AND BUILDING ORDINANCES RELATED TO BUILDING DESIGN LOADS FOR ALL APPLICABLE INFORMATION.
6. ALL STRUCTURAL MATERIALS SHALL BE FURNISHED AS SHOWN IN THESE PLANS UNLESS OTHERWISE SPECIFICALLY APPROVED BY ARCHITECT.
7. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR SHOWING AND PROVIDING BRACING DURING CONSTRUCTION IN ORDER TO SUPPORT ALL CONSTRUCTION LOADS TO MATCH THE STRUCTURE THAT BE SUBJECTED.
8. ALL CHANGES AND SPECIFICATIONS REPRESENT THE COMPLETED STRUCTURE AND DO NOT REPRESENT THE CONSTRUCTION PROCESS. THE CONTRACTOR SHALL SUPERVISE AND DIRECT THE WORK AND SHALL BE RESPONSIBLE FOR CONSTRUCTION METHOD, TECHNIQUE, AND SEQUENCE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR NOTIFYING ARCHITECT AND ARCHITECT ADVISORY BOARD REPRESENTATIVE TO THE SITE TO BRACKING AND BRACING ORIENTATION VISITS TO THE SITE BY FIELD REPRESENTATIVES OF THE ARCHITECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING THE CONSTRUCTION APPROVALS. ANY SUPPORT SERVICES PERFORMED BY THE ARCHITECT DURING THE CONSTRUCTION SHALL BE DISTINGUISHED FROM CONTINUOUS AND DETAILED INSPECTION SERVICES PROVIDED BY ARCHITECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE ARCHITECT AREA FOR THE FURNISHING OF QUALITY CONTROL, AND IN THE INTEREST OF THE PROJECT, THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE CONSTRUCTION PERFORMANCE AND SHALL NOT BE CONSIDERED AS CONSTRUCTION SUPERVISION.
9. THE SHOP DRAWING REVIEW PROCEDURE BY THE ARCHITECT SHALL NOT CONSTITUTE APPROVAL OF THE SHOP DRAWING. HAVING BEEN REVIEWED BY THE ARCHITECT:
1. INITIALLY REVIEWED AND ACCEPTED AS CONFORMING WITH THE CONSTRUCTION DRAWINGS BY THE RESPONSIBLE SUPERVISOR AND DRAWING CHECKER WITH THEIR SIGNED.
 2. APPROVED AND APPROVED WITH A STAMP FROM THE GENERAL CONTRACTOR AND ARCHITECT FOR CONSTRUCTION DOCUMENTS.
 3. A FURNISH OF NO MISSING DATA HAS BEEN ALLOCATED FOR THE REVIEW PROCESS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE CONSTRUCTION OF THE SHOP DRAWING REVIEW SCHEDULE.
10. THE CONSTRUCTION PACKAGE PROVIDED FOR ADDITIONAL REQUIREMENTS, APPROVED BY THE ARCHITECT, SHALL BE PROVIDED TO THE ARCHITECT.

CONCRETE NOTES

- [illegible]

FOUNDATION NOTES

- IF A SOIL REPORT IS AVAILABLE IT SHALL BE INCLUDED IN ITS ENTIRETY AS PART OF THE SOIL INVESTIGATION. THE SOIL INVESTIGATION SHALL BE CONDUCTED BY A LICENSED PROFESSIONAL CIVIL ENGINEER OR A LICENSED PROFESSIONAL GEOLOGIST. THE SOIL INVESTIGATION SHALL INCLUDE, BUT NOT BE LIMITED TO, THE FOLLOWING:
1. SOILS REPORT BY: N/A
 2. SOIL PENETRATION TESTS:

SOIL TYPE	MINIMUM NUMBER OF TESTS REQUIRED
GRAVELLY SANDS	10
SANDS	10
SANDY SILTS	10
SILTS	10
CLAYS	10
 3. FIELD TESTING: FIELD TESTING SHALL BE CONDUCTED BY A LICENSED PROFESSIONAL CIVIL ENGINEER OR A LICENSED PROFESSIONAL GEOLOGIST. THE FIELD TESTING SHALL INCLUDE, BUT NOT BE LIMITED TO, THE FOLLOWING:

TEST TYPE	MINIMUM NUMBER OF TESTS REQUIRED
STANDARD PENETRATION TEST (SPT)	10
CONFINED COMPRESSIVE TEST (CCT)	10
UNCONFINED COMPRESSIVE TEST (UCT)	10
COMPRESSION INDEX (CI)	10
SHRINKAGE LIMIT (SL)	10
LIQUID LIMIT (LL)	10
PLASTICITY INDEX (PI)	10
WATER CONTENT (WC)	10
SHRINKAGE WATER (SW)	10
SHRINKAGE LIMIT (SL)	10
LIQUID LIMIT (LL)	10
PLASTICITY INDEX (PI)	10
WATER CONTENT (WC)	10
SHRINKAGE WATER (SW)	10
 4. ALL FOOTINGS ARE INDICATED BY DASHED LINES. SEE DETAILS FOR SIZE AND TYPICAL REINFORCING.
 5. FOOTINGS SHALL BE PLACED ON UNDISTURBED SUBSOIL OR COMPACTED FILL.
 6. INDICATED WALL FOOTINGS SHALL BE THICK THE WIDTH OF THE SUPPORTED WALL AND SHALL BE REINFORCED TO MATCH THE WALL.

1. EXCAVATION DEPTHS FOR THE FOUNDATIONS SHOWN ON THE DRAWINGS ARE TO BE MEASURED FROM THE LOWEST ADJACENT UNDISTURBED SOIL GRADE OR APPROVED COMPACTED EARTH GRADE WITH AT LEAST 5'-6" MINIMUM HORIZONTAL DISTANCE TO DAYLIGHT AT BOTTOM OF FOUNDATION EXCAVATION UNO.

UNDER SLABS AND AGIST WALLS SHALL BE BANK- RUN GRAVEL, COMPACTED IN 6" LAYERS. SLABS ON GRADE SHALL BE CAST ON AT LEAST 6" OF COMPACTED GRAVEL.

5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL SHORING NECESSARY TO SUPPORT ANY CUT AND FILL BANKS DURING EXCAVATION, AND FOR FORMING AND PLACEMENT OF CONCRETE AND DRAINAGE.

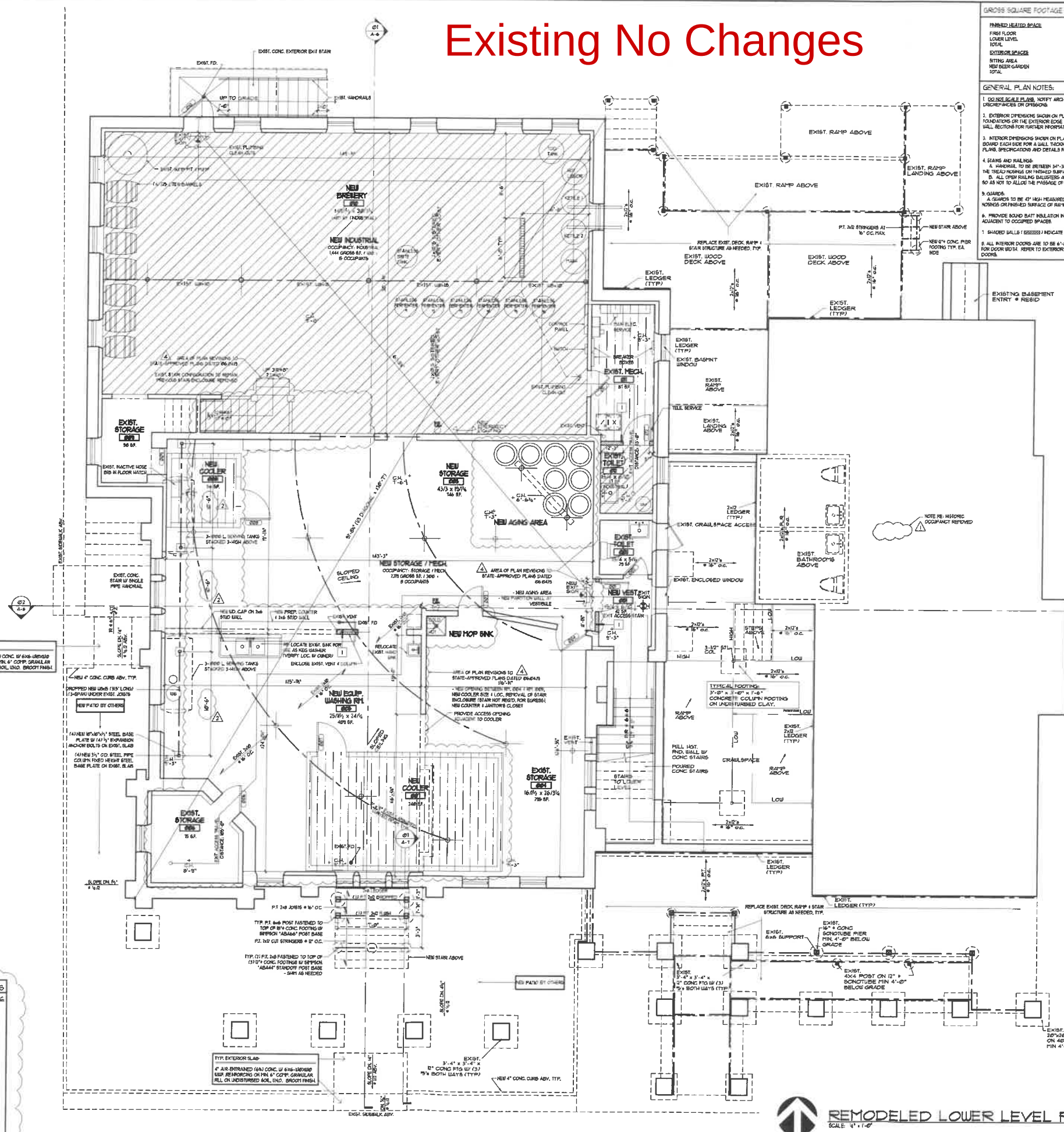
10 FILLING AND BACK FILLING SHALL BE COMPACTED TO A MINIMUM OF 98% OR MORE F 95. NOTED, OF HATCHING DIRECTION IN ACCORDANCE WITH THE SOILS REPORT AND ASH TEST METHOD D-153, 16. IS COORDINATE (SLABIC FILL) SLANT REINFORCED.

1. ALL FILL AND BACK FILL MATERIAL SHALL BE APPROVED BY THE PROJECT SOILS ENGINEER WHERE APPLICABLE.
2. WATER SHALL BE REMOVED FROM FOUNDATION EXCAVATIONS PRIOR TO PLACEMENT OF CONCRETE. CARE SHALL BE TAKEN SO AS NOT TO DRY OUT THE UNDERLYING SOILS.
3. UNLESS NOTED OTHERWISE, CURBS, GUTTERS, AND SIDEWALK AREAS OF THE SLABS MAY BE RECESSED UNDER THE SLAB.

14. DO NOT BACK FILL AGAINST WALLS UNTIL THE STRUCTURAL FLOOR SLAB IS IN PLACE AND WALL IS CURED AT LEAST SEVEN (7) DAYS OR UNTIL THE WALL IS ADEQUATELY BRACED.

FOUNDATION ABBREVIATIONS USED

TEL = TOP OF WALL ELEVATION
REL = RAISED BENCH ELEVATION
BLE = BROCK LEDGE ELEVATION
SLE = STONE LEDGE ELEVATION
T/S = TOP OF SLAB ELEVATION
REL = BOTTOM OF FOOTING ELEVATION



GROSS SQUARE FOOTAGE	
<u>FINISHED HEATED SPACE</u>	
FIRST FLOOR	5,523
LOWER LEVEL	3,621
TOTAL	9,144
<u>EXTERIOR SPACES</u>	
SITTING AREA	311
NEW DECK/GARDEN	373
TOTAL	684

- ## GENERAL PLAN NOTES:
1. DO NOT SCALE PLANS. NOTIFY ARCHITECT IMMEDIATELY WITH DIMENSION DISCREPANCIES OR OMISSIONS.
 2. EXTERIOR DIMENSIONS SHOWN ON PLANS ARE: REFERENCED TO THE EXTERIOR FACE OF THE CURB OR EXTERIOR EDGE OF ROAD AT EXTERIOR PAVEMENT BOUNDS. REFER TO SECTION FOR FURTHER INFORMATION.
 3. INTERIOR DIMENSIONS SHOWN ON PLANS ASSUME: 3/4" OR 2" SLABS 1/2" OR 6" THIN BOARD EACH SIDE FOR A WALL THICKNESS OF 4" OR 6" RESPECTIVELY. UNLESS PLANS, SPECIFICATIONS AND DETAILS FOR OTHER REQUIREMENTS.
 4. BEAMS AND RAFTERS:
 - a. VERTICAL TO BE RETAINED 3/4" HIGH MEASURED VERTICALLY FROM THE TREAD NOSE/NOSE OR INSIDE SURFACE OF RAMP/ SLOPE.
 - b. ALL OTHER RAILING BALUSTRADES AND STAIR TREADS MUST BE USED AND SPACED 40 AS NOT TO ALLOW THE PASSAGE OF A 4" SPHERE.
 5. GUARDS:
 - a. 42" HIGH MEASURED VERTICALLY FROM THE TREAD NOSE/NOSE OR FINISHED SURFACE OF RAMP/ SLOPE.
 6. PROVIDE SOUND BOLT INSTALLATION IN ALL BATHROOM WALLS AND IN CEILING FLOOR ADJACENT TO OCCUPIED SPACES.
 7. SHAVED WALLS /////////////// INDICATE BEARING WALLS ONLY.
 8. ALL INTERIOR DOORS ARE TO BE 6'-0" HIGH AND 14"-0" WIDE. DOOR. REFER TO PLAN FOR DOOR BOLT. REFER TO EXTERIOR ELEVATIONS FOR ALL LANGUISH & EXTERIOR DOORS.

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ADDITIONS AND ALTERATIONS TO THE
GENEVA STREET VILLAGE
121 GENEVA STREET
LAKE GENEVA, WISCONSIN 53147

PROJECT NO.
1840

REVISIONS

1	05/30/19
2	06/10/19
4	12/20/19

DATE
12.19.19

SHEET
A-1

WOOD CONNECTORS & FASTENERS

1. ALL PRE-ENGINEERED WOOD CONNECTORS FOR WOOD CONSTRUCTION SHALL BE SUPPLIED AND INSTALLED AS NOTED OR AS APPROVED BY THE PERMITTING AGENCY WITHIN STRONG-TIE® UNDO OR QUALS CRACKING ACCEPTABLE ALTERNATE ARE APPROVED IN WRITING BY THE ARCHITECT.
2. ALL PRE-ENGINEERED WOOD CONNECTORS FOR WOOD CONSTRUCTION MUST BE CODE EVALUATED AND APPROVED BY THE PERMIT AUTHORITY OR HAVE SHOP DRAWINGS RECALC'D BY AN ENGINEER REGISTERED IN THE STATE WHERE THE PROJECT IS LOCATED.
3. ALL NAILS SHALL CONFORM TO THE PERMITTING AGENCY'S AND ALL EQUIVALENTS SHALL CONFORM TO LOCAL OR HAVE CODE EVALUATIONS AND APPROVAL BY THE PERMIT AUTHORITY AS ALTERNATE FOR THE SPECIFIED FASTENER.
4. ALL BOLTS AND LAG SCREWS SHALL CONFORM TO ASTM A307 OR HAVE CODE EVALUATIONS AND APPROVAL BY THE PERMIT AUTHORITY AS ALTERNATE FOR THE SPECIFIED FASTENER.
5. CLOSET CONNECTOR HANGERS SHALL PROVIDE SHOP DRAWINGS AND IDENTIFY TO THE ARCHITECT FOR PERMIT REVIEW TO HANGERS.
6. ALL FASTENERS USED TO INSTALL PRE-ENGINEERED NAIL CONNECTORS FOR WOOD CONSTRUCTION SHALL STRICTLY FOLLOW MANUFACTURERS SPECIFICATIONS UNDO.
7. ALL CONNECTORS AND FASTENERS USED FOR PRESERVATIVE TREATED WOOD SHALL HAVE A FINISH TREATMENT AS FOLLOWS:
 - a. PRE-ENGINEERED NAIL CONNECTORS SHALL MEET ASTM A490, CLASS 680 GALVANEZED SHEET
 - b. FASTENERS SHALL BE ASTM A307 HOT DIP GALVANEZED
 - c. CARTRIDGE NAIL CONNECTORS OVER 1/4" PLATE SHALL BE SHOP PRF'D IN FIRST NUTRITIVE PASTE



REVISIONS △ 06/10/15 △ 06/17/15 △ 2/20/15	
☐ PRELIMINARY ☒ 30/APPROVAL ☒ PERMIT ☒ CONSTRUCTION	DATE 12/19/15
SHEET A-2	

ROOM FINISH SCHEDULE:

NO.	ROOM NAME	FLOOR	BASE	WALLS	CEILING	REMARKS
001	NEW VEST.		CERAMIC PORCELAIN TILE VINYL PLANK FLOORING	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	* NOTE: ALL MATERIALS TO MATCH NEW INT. COLOR SCHEME 1 PER OWNER
002	EXIST. TOILET		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
003	NEW STORAGE		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
004	EXIST. STORAGE		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
005	NEW EQUIP. WASHING RM.		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
006	EXIST. STORAGE		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
007	NEW COOLER		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
008	EXIST. STORAGE		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
009	NEW COOLER		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
010	EXIST. STORAGE		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
011	NEW BREWERY		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
012	EXIST. TOILET		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	

NO.	ROOM NAME	FLOOR	BASE	WALLS	CEILING	REMARKS
101	NEW TASTING ROOM		CERAMIC PORCELAIN TILE VINYL PLANK FLOORING	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	* NOTE: ALL MATERIALS TO MATCH NEW INT. COLOR SCHEME 1 PER OWNER
102	NEW BEER GARDEN		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
103	EXIST. ROOM		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
104	NEW VESTIBULE		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
105	NEW RETAIL AREA		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
106	EXIST. CLO.		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
107	EXIST. VESTIBULE		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
108	NEW VESTIBULE		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
109	NEW ELEC. CLO.		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
110	NEW EVENT SPACE		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
111	NEW VEST.		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
112	NEW WOMEN'S		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
113	NEW MEN'S		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
114	NEW JAN. CLO.		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
115	NEW BREWERY RETAIL		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
116	EXIST. ENTRY-MECH.		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
117	EXIST. LOBBY		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
118	NEW COURTYARD DECK		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
119	EXIST. MEN'S		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
120	EXIST. WOMEN'S		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
121	NEW VESTIBULE		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
122	EXIST. FOYER		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
123	SOUTH ENTRY DECK		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	
124	EXIST. RETAIL SPACE		CERAMIC PORCELAIN TILE	CEMENT BOARD 4" VINYL WOOD TO MATCH	CEILING HEIGHT 15'-3"	

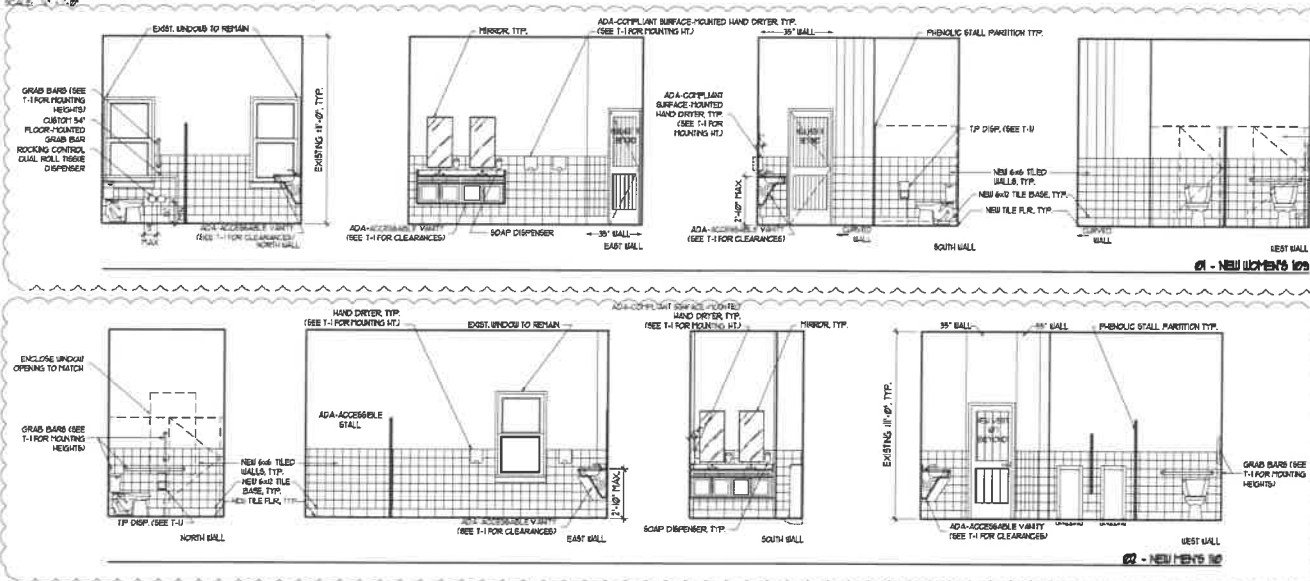
DOOR SCHEDULE:

OPENS	ROOM NO.	NO.	CLASS	PAIR	WIDTH	HEIGHT	THICKNESS	TYPE	MATL.	FINISH	TYPE	MATL.	FINISH	HOLDER	KEYCUT	THRESH.	WITHSP.	LOCKSET	REMARKS
001	001				3'-0"	6'-8"	1 1/2"	A	UD.	UD.	UD.	UD.	UD.	UD.	UD.	UD.	UD.	UD.	* NOTE: ALL NEW WINDOWS AND DOOR TRIM TO MATCH EXIST. MATERIALS INT. COLOR SCHEME 1 PER OWNER
002	002				2'-6"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
003	003				2'-6"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
004	004				3'-0"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
005	005				2'-0"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
006	006				3'-0"	6'-8"	PER MFR.	INSUL.	PER MFR.	PER MFR.	PER MFR.	PER MFR.	PER MFR.	PER MFR.	PER MFR.	PER MFR.	PER MFR.	PER MFR.	NEW COOLER DOOR
007	007				3'-0"	6'-8"	PER MFR.	INSUL.	PER MFR.	PER MFR.	PER MFR.	PER MFR.	PER MFR.	PER MFR.	PER MFR.	PER MFR.	PER MFR.	PER MFR.	NEW COOLER DOOR
008	008				3'-0"	6'-8"	PER MFR.	INSUL.	PER MFR.	PER MFR.	PER MFR.	PER MFR.	PER MFR.	PER MFR.	PER MFR.	PER MFR.	PER MFR.	PER MFR.	
009	009				2'-0"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
010	010				3'-0"	7'-0"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
011	011				2'-0"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
012	012				2'-0"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	

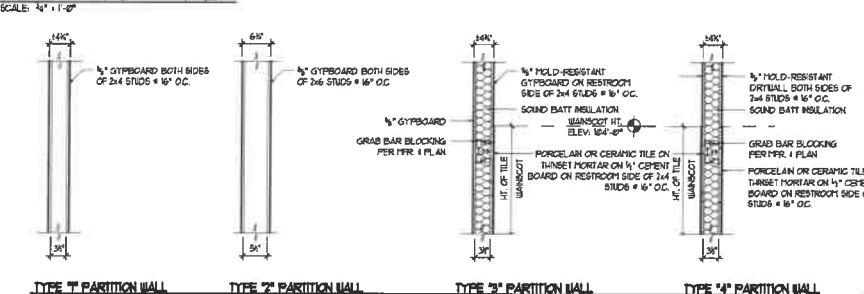
DOOR HARDWARE SCHEDULE:

OPENS	ROOM NO.	NO.	CLASS	PAIR	WIDTH	HEIGHT	THICKNESS	TYPE	MATL.	FINISH	TYPE	MATL.	FINISH	HOLDER	KEYCUT	THRESH.	WITHSP.	LOCKSET	REMARKS
101	101				3'-0"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	* PER DOOR HARDWARE SCHEDULE
102	102				2'-4"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
103	103				3'-0"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
104	104				2'-6"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
105	105				3'-0"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
106	106				2'-0"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
107	107				3'-0"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
108	108				2'-0"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
109	109				3'-0"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
110	110				2'-0"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
111	111				3'-0"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
112	112				3'-0"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
113	113				3'-0"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
114	114				3'-0"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
115	115				3'-0"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
116	116				3'-0"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
117	117				3'-0"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
118	118				3'-0"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
119	119				3'-0"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
120	120				3'-0"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
121	121				3'-0"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
122	122				3'-0"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
123	123				3'-0"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	
124	124				3'-0"	6'-8"	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	EXIST.	

INTERIOR ELEVATIONS



NEW WALL TYPES



Existing No Changes

McCormack + Eiten / Architects LLP
Lake Geneva, WI 53147
400 Broad Street
Ph: (262) 248-5592
www.mccormackeiten.com

ADDITIONS AND ALTERATIONS TO THE
GENEVA STREET
VILLAGE
PROJECT NO.
1846

REVISIONS
12/15/19

DATE
12/15/19

SHEET
A-3

OF

Existing No Changes

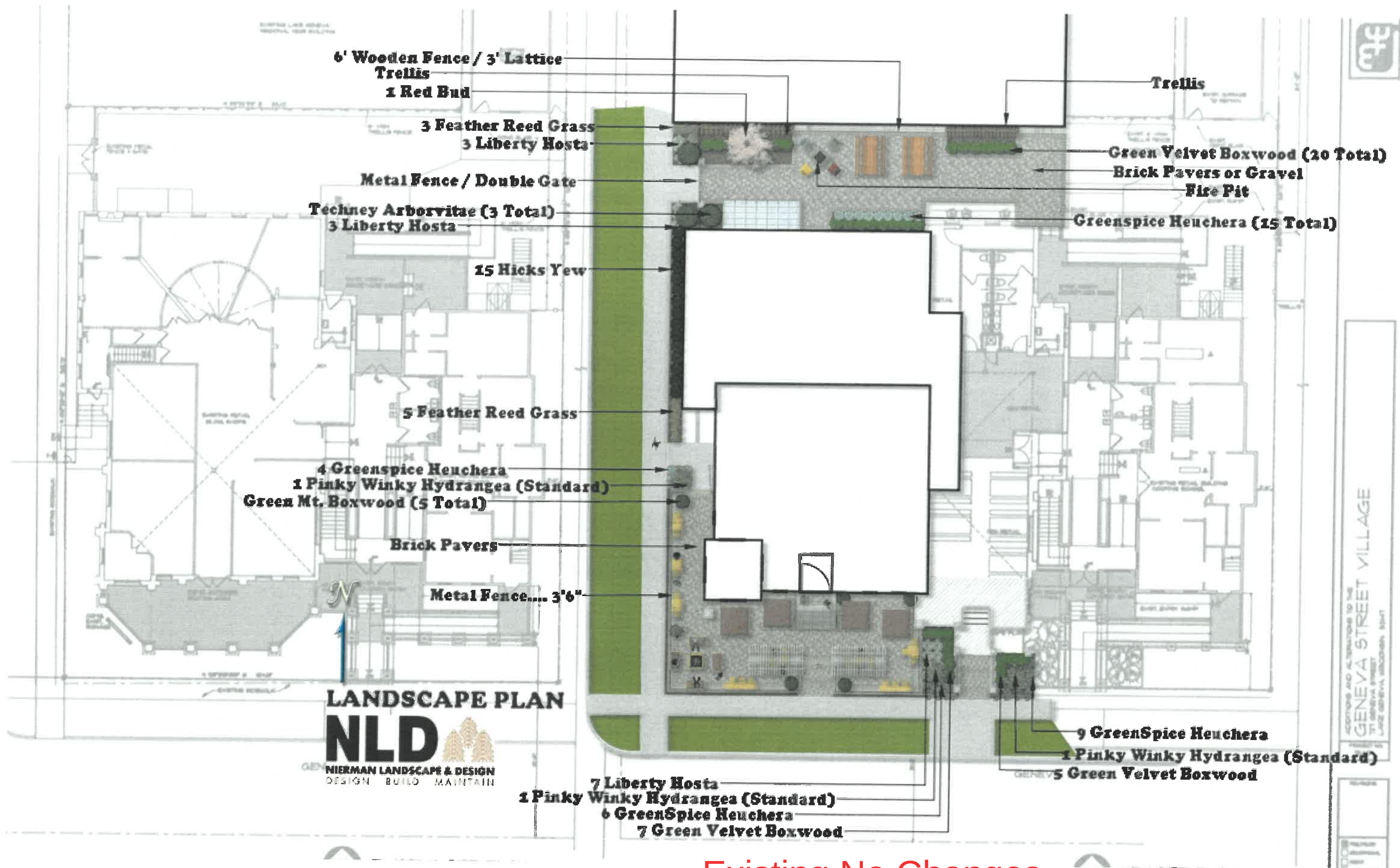


REMODELED SOUTH ELEVATION (GENEVA STREET)
SCALE: 1/4" = 1'-0"



REMODELED WEST ELEVATION (BROAD STREET)
SCALE: 1/4" = 1'-0"

E. LANDSCAPING & SIGNAGE



Existing No Changes



Existing No Changes



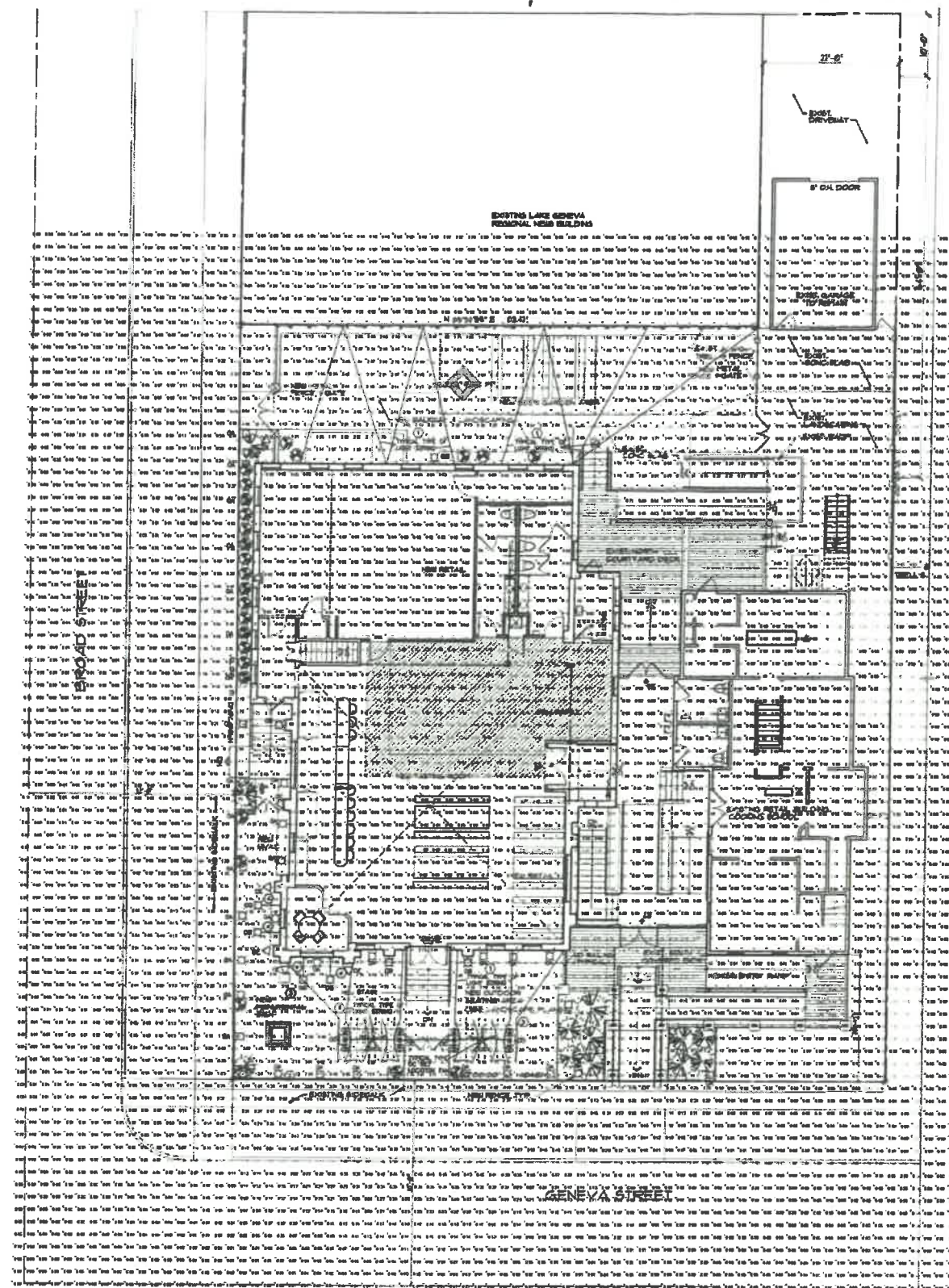
Existing No Changes



No Changes except Flat Iron to
replace Cooking School Signs

No Changes except Flat Iron to replace Cooking School Signs





No Changes

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
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**DAVID L. HANSON
AND ASSOCIATES, INC.**
LICENSED PROFESSIONAL ENGINEERS
8402-32nd AVENUE
KENOSHA, WI 53142 (262) 854-2010

DATE
10/10/19

**GENEVA STREET VILLAGE
SITE LIGHTING**
727 GENEVA STREET
LAKE GENEVA, WI 53147

E1.1



1 PROPOSED SITE LIGHTING
SCALE: 1/8"=1'

- 7. OCCUPANCY LIGHT SENSORS TO BE ADDED ABOVE PERIMETER AND OVER PERIMETER TO GUARANTEE AT THE FRONT AND REVERSE GARAGES AT THE REAR. PERIMETER LIGHTS TO BE INSTALLED ON EXTERIOR WALLS. EXTERIOR LIGHTS TO BE INSTALLED ON EXTERIOR WALLS AND LIGHT FIXTURES CAN BE ARMED SEPARATELY FROM THE EXISTING PLUS-ONE "WALKER" SWITCH.
- 8. PROGRAM TO ALLOWING GATEWAY TO BE ARMED BY EITHER "WALKER" OR "OPERATION CODE" ENTRY AND "WALKER" OR "CODE".
- 9. SECOND SHIR LIGHTING IS COMPT FOR LIGHTING OVER GARAGE AND LIGHTS ARE NOT TO BE SEPARATELY CONTROLLED FROM EXISTING LIGHTS. EXISTING LIGHTS SHOULD BE SET BACK FROM THE SHIR APPROXIMATELY 3/4 INCH FROM SHIR.
- 10. THIRD SHIR LIGHTING IS COMPT FOR LIGHTING OVER CALCULATOR AND LIGHTS ARE SEPARATELY CONTROLLED FROM SHIR. EXISTING LIGHTS, LIGHTS ARE NOT TO BE SEPARATELY CONTROLLED FROM SHIR.
- 11. TYPICAL NEW LIGHTS ARE LOCATED ON GROUND OR BELOW NEW TRANSOMIN UP IN THE SHIRING DOWN ON GROUND OR BELOW. TYPICAL NEW LIGHTS.

Existing No Changes

[illegible]

TYPE QA

Technical Drawing: A vertical pin with a total length of 100mm. The pin has a diameter of 1.5mm. It features a hole with a diameter of 1.5mm. The pin is labeled '1.5mm' and '1.5mm'.

TYPE CA

[illegible]

TYPE CB

[illegible]

TYPE OF

[illegible]

TYPE OF

[illegible]

TYPE OD

[illegible]

TYPE OF

[illegible]

TYPE OF

[illegible]

TYPE OF...

OWNER TO SELECT WET LOCATION RATED CEILING FAN FOR EACH PERGOLA. 2 10W LED LAMPS MAXIMUM.

**DAVID L. HANSON
AND ASSOCIATES, INC.**
LICENSED PROFESSIONAL ENGINEERS
6402-32nd AVENUE
KENOSHA, WI 53142 (262) 654-2010

DATE
10/10/19

**GENEVA STREET VILLAGE
SITE LIGHTING**
727 GENEVA STREET
LAKE GENEVA, WI 53147



E9.1

48" strand contains 16 hanging bulbs
Connect up to 48 strands end-to-end.

3'

2 watt
LED light - #14 base

[illegible][illegible]

CSM Software Version 4.3.0.0 **Exterior Lighting Compliance Certificate**

Project Information

Name: **2104-GCC**
 Project Title:
 Design Location: **San Francisco**
 Licensed Engineer: **2104-Michael Anderson, dated**

Certificate No.

Designnote:

Design company:
 Design address:
 Design phone:
 Design fax:
 Design email:

Affected Exterior Lighting Review

Affected Lighting Category

Vehicle parking

Area affected: **entire parking area**
 Area covered by lighting: **entire parking area**
 Maximum parking occupancy: **10000**
 Lighting description: **see attached lighting layout**

	B	B	B	allowable
	footcandle	footcandle	footcandle	(F) (E)
1st floor	1.0	1.0	1.0	1.0
2nd floor	0.5	0.5	0.5	0.5
3rd floor	0.5	0.5	0.5	0.5
4th floor	0.5	0.5	0.5	0.5
5th floor	0.5	0.5	0.5	0.5
6th floor	0.5	0.5	0.5	0.5
7th floor	0.5	0.5	0.5	0.5
8th floor	0.5	0.5	0.5	0.5
9th floor	0.5	0.5	0.5	0.5
10th floor	0.5	0.5	0.5	0.5
11th floor	0.5	0.5	0.5	0.5
12th floor	0.5	0.5	0.5	0.5
13th floor	0.5	0.5	0.5	0.5
14th floor	0.5	0.5	0.5	0.5
15th floor	0.5	0.5	0.5	0.5
16th floor	0.5	0.5	0.5	0.5
17th floor	0.5	0.5	0.5	0.5
18th floor	0.5	0.5	0.5	0.5
19th floor	0.5	0.5	0.5	0.5
20th floor	0.5	0.5	0.5	0.5
21st floor	0.5	0.5	0.5	0.5
22nd floor	0.5	0.5	0.5	0.5
23rd floor	0.5	0.5	0.5	0.5
24th floor	0.5	0.5	0.5	0.5
25th floor	0.5	0.5	0.5	0.5
26th floor	0.5	0.5	0.5	0.5
27th floor	0.5	0.5	0.5	0.5
28th floor	0.5	0.5	0.5	0.5
29th floor	0.5	0.5	0.5	0.5
30th floor	0.5	0.5	0.5	0.5
31st floor	0.5	0.5	0.5	0.5
32nd floor	0.5	0.5	0.5	0.5
33rd floor	0.5	0.5	0.5	0.5
34th floor	0.5	0.5	0.5	0.5
35th floor	0.5	0.5	0.5	0.5
36th floor	0.5	0.5	0.5	0.5
37th floor	0.5	0.5	0.5	0.5
38th floor	0.5	0.5	0.5	0.5
39th floor	0.5	0.5	0.5	0.5
40th floor	0.5	0.5	0.5	0.5
41st floor	0.5	0.5	0.5	0.5
42nd floor	0.5	0.5	0.5	0.5
43rd floor	0.5	0.5	0.5	0.5
44th floor	0.5	0.5	0.5	0.5
45th floor	0.5	0.5	0.5	0.5
46th floor	0.5	0.5	0.5	0.5
47th floor	0.5	0.5	0.5	0.5
48th floor	0.5	0.5	0.5	0.5
49th floor	0.5	0.5	0.5	0.5
50th floor	0.5	0.5	0.5	0.5
51st floor	0.5	0.5	0.5	0.5
52nd floor	0.5	0.5	0.5	0.5
53rd floor	0.5	0.5	0.5	0.5
54th floor	0.5	0.5	0.5	0.5
55th floor	0.5	0.5	0.5	0.5
56th floor	0.5	0.5	0.5	0.5
57th floor	0.5	0.5	0.5	0.5
58th floor	0.5	0.5	0.5	0.5
59th floor	0.5	0.5	0.5	0.5
60th floor	0.5	0.5	0.5	0.5
61st floor	0.5	0.5	0.5	0.5
62nd floor	0.5	0.5	0.5	0.5
63rd floor	0.5	0.5	0.5	0.5
64th floor	0.5	0.5	0.5	0.5
65th floor	0.5	0.5	0.5	0.5
66th floor	0.5	0.5	0.5	0.5
67th floor	0.5	0.5	0.5	0.5
68th floor	0.5	0.5	0.5	0.5
69th floor	0.5	0.5	0.5	0.5
70th floor	0.5	0.5	0.5	0.5
71st floor	0.5	0.5	0.5	0.5

[illegible]

Existing No Changes

**DAVID L. HANSON
AND ASSOCIATES, INC.**
LICENSED PROFESSIONAL ENGINEERS
6402-32nd AVENUE
KENDOSH, WI 53142 (262) 654-2010

**GENEVA STREET VILLAGE
SITE LIGHTING**
727 GENEVA STREET
LAKE GENEVA, WI 53147

SHEET
E9.2

E9.2

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: March 17, 2025

Agenda Item #8

Applicant:
Topsy Turvy Brewery
727 Geneva Street
Lake Geneva

Request:
Topsy Turvy Brewery Expansion
727 Geneva Street, Suite 2
PIP – Precise Implementation Plan

Description:

The applicant is requesting approval of a new Precise Implementation Plan (PIP) for Topsy Turvy Brewery at property 727 Geneva Street. The subject property includes a former church on the west side of the lot and former parsonage on the east side. The church and parsonage have since been connected into a single building connected by a shared lobby and foyer. Topsy Turvy Brewery occupies the former church. The former parsonage is currently vacant but was most recently occupied by a cooking school. The applicant proposes to expand Topsy Turvy Brewery into the former parsonage space to the east. The expansion would include a new bar, new kitchen area and order window, and additional seating. The order window faces the rear yard (not the public sidewalk) and would allow customers to order food from the patio. Ancillary retail sales will be incorporated. The applicant is in conversation with Flat Iron Tap to operate the kitchen. On the proposed floor plans, the kitchen area is shown in light beige and the new bar and seating area is shown in brown.

No physical changes are proposed to the second floor, which are currently office and storage. The applicant is exploring using the space for small private rentals, pending approval by the Fire Department.

Commented [JM1]: Did FD see this?

The property is zoned Planned Development with the Central Business (CB) as the base zoning district. A PIP amendment is required to allow for the expansion of the use to the east side of the building. The tap room/brewery is considered an Indoor Commercial Entertainment, Large-Scale land use.

PIP approval is Step 4 of the Planned Development process. This final zoning step establishes details of site development including architecture, landscaping, lighting, and engineering. In this case, the PIP is limited primarily to the expansion of the Indoor Commercial Entertainment, Large-Scale land use, interior renovations, and changes to the floor plan.

Relationship to Base Zoning Standards:

All Planned Developments must identify any flexibility being requested from the base zoning standards in the most comparable regular zoning district. In this instance, the Central Business (CB) zoning district provides that comparison zoning district.

This applicant requests no additional flexibility from CB zoning standards. Aside from the requested zoning flexibilities approved as part of the General Development Plan (GDP), all other zoning requirements are met.

Staff Review Comments:

No changes are proposed to the building's exterior, landscaping, lighting, or rear patio. Any new signs will require sign permits. As no changes are proposed to the site, all zoning requirements will continue to be met.

PIPs must be consistent with the previously approved GDP. Staff notes that the PIP application is fully consistent with the approved GDP.

Action by the Plan Commission:

As part of the consideration of a requested Planned Development / Precise Implementation Plan (PIP) step, the Plan Commission is required to:

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

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

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

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

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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:

Staff recommends that the Plan Commission recommend *approval* of the PIP as submitted.

- *Approve:* I recommend approval of the *Precise Implementation Plan for Topsy Turvy Brewery, 727 Geneva Street, Lake Geneva, WI, to allow for an expansion of the tap room and addition of food service for the property located at 727 Geneva Street Suite 2, Tax Key No. ZOP 00157,* including the affirmative set of findings, and any additional conditions of approval recommended by staff.
- *Deny:* I recommend denial of the *Precise Implementation Plan for Topsy Turvy Brewery, 727 Geneva Street, Lake Geneva, WI, to allow for an expansion of the tap room and addition of food service for the property located at 727 Geneva Street Suite 2, Tax Key No. ZOP 00157,, because [provide rationale for denial, based on disagreement with at least one of Items 1 through 6 above]*

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

RESOLUTION OF THE PLAN COMMISSION			
Resolution recommending to the Common Council a Planned Development – Precise Implementation Plan (PIP) application filed by Topsy Turvy Brewery, 727 Geneva Street, Lake Geneva, WI, to allow for an expansion of the tap room and addition of food service for the property located at 727 Geneva Street Suite 2, Tax Key No. ZOP 00157			
Committee:	N/A		
Fiscal Impact:	N/A		
File Number:	PC-005	Date:	March 17, 2025

WHEREAS, the City of Lake Geneva Plan Commission has considered a Planned Development – Precise Implementation Plan application filed by Topsy Turvy Brewery, 727 Geneva Street, Lake Geneva, WI, to allow for an expansion of the tap room and addition of food service for the property located at 727 Geneva Street Suite 2, Tax Key No. ZOP 00157, and

WHEREAS, the Plan Commission held a Public Hearing thereon pursuant to proper notice given on March 17, 2025, and

WHEREAS, the Plan Commission made the following findings of fact:

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

WHEREAS, the Plan Commission has recommended the following conditions:

1. none

NOW, THEREFORE, BE IT RESOLVED, that the Plan Commission hereby recommends approval to the Common Council of the Planned Development – Precise Implementation Plan application filed by Topsy Turvy Brewery, 727 Geneva Street, Lake Geneva, WI, to allow for an expansion of the tap room and addition of food service for the property located at 727 Geneva Street Suite 2, Tax Key No. ZOP 00157, per the findings of fact and additional conditions stated above.

Recommended to the Common Council of the City of Lake Geneva this 17th day of March 2025.

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

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

Todd Krause, Plan Commission Chair Date

Attest:

Lacey L Reynolds, City Clerk Date

Parks Director

Department: Parks and Recreation Department

FLSA Status: Exempt

Reports to: City Administrator

Salary Grade: L

General Definition of Work

The Parks Director is responsible for performing a variety of complex professional and administrative work in planning, developing, maintaining, scheduling, and implementing year-around city wide parks and recreation programs and facilities as well as coordinating special events within the City.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions

Essential Duties and Responsibilities

General Duties-

- Manage all parks and recreation activities in the City as they are developed and manage any staff which may be added to the department in the future.
- Work cooperatively with The Department of Public Works, which schedules and performs all the maintenance of the parks and the cemetery.
- Be the coordinator for all special events that require permitting through the city and manage the placement of street banners for events.
- **Supervise** administrative functions of the cemetery including public interactions, oversight of budget and planning and projects. Serve as a principal staff for the **Board of Park Commission** the Cemetery Board, The Tree Board, The Avian Committee. Assist and develop plans with the committees to maintain the City of Lake Geneva as the "Tree City" and "Bird City" statuses and any other related awards, titles or recognitions.
- Coordinate reports completed on Park studies and updates of Parks department for major decision-making purposes with the City Administrator and any other interested groups.
- Provide exemplary customer service by responding to requests, complaints, and/or comments in a timely manner.
- Manage the office for the Parks Division; keeping all files up to date, both physical and digital, requisition supplies, equipment, and services as needed.

Strategic and Long-Range Planning-

- Provide Leadership and direction in the development of long- and short-range plans for the department.
- Interpret, gather, and prepare data for studies, reports and recommendations and coordinate department activities with other departments and agencies for any studies or plans.
- Develops and reviews new programs for Recreation and Park needs.
- Develops and coordinates with City Boards, Commissions and Committees, the YMCA, the School District, Community, and other organizations in the use of the Parks for future year-around programs, activities, and functions for children, adults, seniors, and those with disabilities for any activities at the parks.

- Develop and maintain a catalog notifying the public of recreational offerings including the use of the City website, social media and other media.
- Develops, maintains, and implements a Park and Recreation Master Plan in conformance with the Comprehensive Plan.
- Reviews and considers all projects and programs for their financial and environmental sustainability.

Supervision-

- Supervise and manage the planning of any new park developments, playgrounds amenities, coordinate necessary resources for proper construction and maintenance of Park Facilities.

Budget-

- Responsible for the development and maintenance of the Parks department budget including program, operating and capital budgets. Research, pursue, and draft applications for grant opportunities

Knowledge, Skills and Abilities

- Skilled at establishing and maintaining cooperative relationships with employees and citizens.
- Ability to problem solve and deal with a variety of situations where only limited standardization may exist.
- Ability to interpret a variety of instructions furnished in written, oral, diagram or schedule form while making decisions in accordance with City rules, regulations, and policies.
- Knowledge of ADA compliance and implementation.
- Excellent oral and written communication skills with both employees and customers.
- Must have highly developed organization and prioritization skills to meet the needs of customers and park operations.
- Must be able to carry out various administrative and clerical duties with little supervision using time and resources effectively.
- Knowledge of various business computer hardware and software. Ability to learn and become proficient in new software applications.
- Adaptable to a fluid and dynamic work environment.
- Strong attention to detail, prompt, and dependable.

Education and Experience

- Education: bachelor's degree in Recreation Management, Public Administration, or a closely related field is preferred.
- Master's degree in Recreation, Park and Resource Management, or Community Resources and Development, or closely related field is preferred.
- A minimum of five years of parks and recreation experience or related equivalent.
- At least two years of professional managerial experience involving budgeting, program planning and development, and comprehensive supervisory responsibilities.
- Experience in environmental science and natural development, preferred.
- CPRP certification (Certified Park and Recreation Professional). Or must successfully obtain it within the first year of hire.
- Experience in or ability to learn GIS software applications.

- Proficiency in a variety of computer programs including: Microsoft Office, META platforms, various social media platforms and other related software.
- Experience in financial management, business administration or management, related fields.
- Familiarity with City ordinances, State statutes, procedures, guidelines, and correspondence.
- Proven strong oral and written communication.. Proven ability to present to large groups.
- Must have a valid driver's license.

Physical Demands

- Ability to work evenings and weekends when necessary and when appropriate for attendances at park events, meetings, training, and continuing education.
- The work of the Parks Director is performed both in an office setting with regular work in a field setting **in all types of weather conditions**. While performing the duties of this job, the employee is frequently required to sit or stand for extended periods of time.
- Must be able to lift and move up to 35 pounds. Must have simple grasping and hand-eye coordination to handle or operate objects, tools, controls, and office equipment.
- Must be able to communicate effectively with a wide spectrum of society on the telephone, in person, and via electronic platforms. Must be able to communicate well with vendors.
- Specific vision abilities required by this job include close vision and the ability to adjust focus.
- Must be able to visit shop environments that include noxious fumes, loud noise levels, and hazardous areas which may require PPE.
- Must be able to work well and interact with various City Departments to provide knowledge and support.

The physical demands described are representative of those that must be met by an employee to successfully perform the essential function of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential function.

The City of Lake Geneva is an Equal Opportunity Employer.