

CITY OF LAKE GENEVA PLAN COMMISSION MINUTES
MONDAY, APRIL 21, 2025 - 6:00 PM
COUNCIL CHAMBERS, CITY HALL

Members: Chair: Mayor Todd Krause, Alderperson Peg Esposito, Commissioners: John Gibbs, Doug Skates, Jeremy Nafziger, Kyle Cary, and Ann Esarco

Call to Order

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

Roll Call

Present: Krause, Hoiland, Nafziger & Esarco

Absent (Excused): Gibbs, Cary & Skates

Note: The member list at the top of the agenda should be corrected to reflect Alderperson Hoiland in place of Esposito.

Approve Minutes of the March 17, 2025 Plan Commission meeting as distributed

Motion by Hoiland to approve, second by Nafziger.

Motion carried: 4-0

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

No public comments.

Acknowledgment of Correspondence

No Correspondence.

Downtown Design Review:

Discussion/Action on Resolution PC-010 for a Downtown Design Review Application filed by Carly Loobeek, N5957 Red Wing Lane, Elkhorn, WI, for a proposed exterior change to a building located at 300 Sage Street, Tax Key No. ZOP 00148

The Commission heard a presentation from City Planner Mich regarding an application for Downtown Design Review for the proposed exterior change to 300 Sage Street. The City Planner Mich subsequently answered questions from the Commission.

Motion by Hoiland to approve; second by Esarco. To include all staff recommendations and fact findings in the affirmative.

Motion carried: 4-0

Discussion/Action on Resolution PC-011 for a Downtown Design Review Application filed by Corey Nelson, PO Box 823, Waukesha, WI, for a request for a proposed change to the pavement at the Geneva Towers Condominium building located at 101 Broad Street, Tax Key Nos. ZCNG 00001-00041

The Commission heard a presentation from City Planner Mich and applicant regarding an application for Downtown Design Review for the proposed exterior change to pavement at 101 Broad Street. The City Planner Mich and applicant subsequently answered questions from the Commission.

Motion by Hoiland to approve; second by Krause. To include all staff recommendations and fact findings in the affirmative.

Motion carried: 4-0

Public Hearing, Review, and Recommendation – Tim Kerins

Public Hearing for a Conditional Use Permit (CUP) application filed by Tim Kerins, 3267 South Shore Drive, Delavan, WI, for a request for alterations to a site plan within the Estate Residential-1 (ER-1) zoning district for the property located at 1600 Evergreen Lane, Tax Key No. ZLM 00088A

City Planner Mich presented a Conditional Use Permit (CUP) application filed by Tim Kerins, at 1600 Evergreen Lane, Lake Geneva. The City Staff recommends approval, with no specific conditions mentioned. The representative for the applicant advocated for the approval of this conditional use and answered the commission's questions.

Public Hearing:

No public comment.

Motion by Hoiland to close the Public Hearing, second by Esarco. No discussion
Motion carried 4-0

Discussion/Action on Resolution PC 012 for a Conditional Use Permit (CUP) application filed by Tim Kerins, 3267 South Shore Drive, Delavan, WI, for a request for alterations to a site plan within the Estate Residential-1 (ER-1) zoning district for the property located at 1600 Evergreen Lane, Tax Key No. ZLM 00088A

Motion by Hoiland to approve; second by Esarco. To include all staff recommendations and fact findings in the affirmative.

Motion carried: 4-0

Public Hearing, Review, and Recommendation – Wisconsin Power & Light Company

Public Hearing for a Planned Development – Precise Implementation Plan application filed by Wisconsin Power and Light Company, 4902 N. Biltmore Ln, Madison, WI, to allow for reconstruction of the electrical substation located at 255 Mill Street, Tax Key No. ZA312100002

The Commission heard a presentation from City Planner Mich, City Engineer Rauch and applicant regarding an application for a Precise Implementation Plan for 255 Mill Street. The City Planner Mich, City Engineer Rauch and applicant subsequently answered questions from the Commission.

Public Hearing:

Peg Esposito, 124 Darwin Street: Expressed concern that structural changes could disrupt Chimney Swifts.

Victoria Ross, 301 Cadence Circle: Expressed concerns about disrupting the Chimney Swift migration timeline.

Motion by Hoiland to approve, second by Nafzinger. No discussion.

Motion carried: 4-0

Discussion/Action on Resolution PC 013 for a Planned Development – Precise Implementation Plan application filed by Wisconsin Power and Light Company, 4902 N. Biltmore Ln, Madison, WI, to allow for reconstruction of the electrical substation located at 255 Mill Street, Tax Key No. ZA312100002

The Avian Committee is requested to contact the applicant to provide information regarding Chimney Swift migration dates. This is to ensure that no construction activities are scheduled during this period. Furthermore, please confirm that the proposed pole placement will not interfere with their migration patterns.

Motion by Hoiland to approve; second by Krause. To include all staff recommendations and fact findings in the affirmative.

Motion carried: 4-0

Public Hearing, Review, and Recommendation – Covenant Harbor

Public Hearing for a Planned Development – General Development Plan application filed by Eric Anderson, 611 Sage St., Lake Geneva, WI for a request to update the boundary of a Planned Development zoning district and to accommodate a new pavilion and dining hall for Covenant Harbor Bible Camp and Retreat Center located at 1724 W Main St., Tax Key No. ZYUP00096 and ZA254600001

The Commission heard a presentation from City Planner Mich & applicant regarding an application for a General Development Plan, for a request to update the boundary of a Planned Development zoning district and to accommodate a new pavilion and dining hall. The City Planner Mich & applicant subsequently answered questions from the Commission.

No public comment.

Motion to close the public hearing by Nafziger; second by Hoiland.
Motion Carried: 4-0

Discussion/Action on Resolution PC 014 for a Planned Development – General Development Plan application filed by Eric Anderson, 611 Sage St., Lake Geneva, WI for a request to update the boundary of a Planned Development zoning district and to accommodate a new pavilion and dining hall for Covenant Harbor Bible Camp and Retreat Center located at 1724 W Main St., Tax Key No. ZYUP00096 and ZA254600001

Motion to approve, to include all staff recommendations and fact findings in the affirmative by Hoiland; second by Krause
Motion carried: 4-0

Discussion/Action on Resolution PC 015 for a Certified Survey Map application filed by Eric Anderson, 611 Sage St., Lake Geneva, WI, to combine Tax Key Nos. ZYUP00096, ZA254600001, a portion of ZA254600002, and a portion of ZA95800002 for Covenant Harbor Bible Camp and Retreat Center located at 1724 W. Main Street

The Commission heard a presentation from City Planner Mich & applicant regarding an application for a Survey Map application.

No discussion.

Motion to approve, to include all staff recommendations and fact findings in the affirmative by Hoiland; second by Krause.

Motion carried: 4-0

Public Hearing, Review, and Recommendation – Building & Zoning Department

Public Hearing for a Zoning Code Amendments pertaining to Group Developments (Section 98-205(10) and 98-208)

The Commission heard a presentation from City Planner Mich regarding Zoning Code Amendments pertaining to Group Developments. The City Planner Mich subsequently answered questions from the Commission.

No public comment.

Motion to close the public hearing by Hoiland; second by Krause.

Motion Carried: 4-0

Discussion/Action on Resolution PC 016 for a Zoning Code Amendment pertaining to Group Developments (Section 98-205(10) and 98-208)

Motion to approve, to include all staff recommendations and fact findings in the affirmative by Hoiland; second by Krause

Motion carried: 4-0

Public Hearing, Review, and Recommendation – Building & Zoning Department

Public Hearing for a Zoning Code Amendment pertaining to Definitions (Section 98-034), Access Standards (Section 98-702), and Fire Department Access and Provision of Fire Lanes (Section 98-727)

The Commission heard a presentation from City Planner Mich & City Engineer Rauch regarding Zoning Code Amendments pertaining to Group Developments. The City Planner Mich & City Engineer Rauch subsequently answered questions from the Commission.

Public Comment:

Eric Anderson, 611 Sage Street; Discussed the current project at Covenant Harbor and its relevance to their application.

Peg Espesito, 124 Darwin Street; Inquired about the annexation of city islands and the city's responsibilities.

Motion to close public hearing by Hoiland; second by Krause.

Motion carried: 4-0

Discussion/Action on Resolution PC 017 for a Zoning Code Amendment pertaining to Definitions (Section 98-034), Access Standards (Section 98-702), and Fire Department Access and Provision of Fire Lanes (Section 98-727)

Motion to approve, to include all staff recommendations and fact findings in the affirmative by Esarco; second by Hoiland.

Motion carried: 4-0

Old Business

Review and Recommendation – Building & Zoning Department

Discussion/Action on Resolution PC 006 for a Zoning Code Amendment pertaining to parking on paved surfaces (Section 98-704)

The Commission heard a presentation from City Planner Mich regarding Zoning Code Amendments pertaining to parking on paved surfaces. The City Planner Mich & City Engineer Rauch subsequently answered questions from the Commission.

Motion to approve, to include all staff recommendations and fact findings in the affirmative by Hoiland; second by Krause

Motion carried: 4-0

Review and Recommendation – Building & Zoning Department

Discussion/Action on Resolution PC 007 for a Zoning Code Amendment pertaining to alley setbacks for fences (Section 98-720)

The Commission heard a presentation from City Planner Mich regarding Zoning Code Amendments pertaining to alley setbacks for fences.

The Commission recommended 3' setbacks from alley. The ordinance says 5' setback, which was the rejected staff recommendation.

Motion to approve by Krause; second by Esarco.

No discussion.

Motion carried: 4-0

Concept Reviews:

Discussion on a Planned Development – Concept Plan applicant filed by Core Ventures, LLC, 10 Parkway North Blvd Suite 120 Deerfield, IL, for a request to add a drive-through to an existing building at 280 N. Edwards Blvd and modify parking and site circulation for properties at 240 and 280 N. Edwards Blvd, Tax Key Nos. ZA218400001 and ZA218400002

The Commission heard a presentation from City Planner Mich and applicant regarding an application for Concept Plan, for a request to add a drive-through to an existing building at 280 N. Edwards Blvd and modify parking and site circulation for properties at 240 and 280 N. Edwards Blvd.

No action taken.

Adjournment

Motion by Hoiland to adjourn, second by Krause. Motion Carried; 4-0. The meeting adjourned at 7:45 p.m.