



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | vi.williamsbay.wi.gov

Phone: 262-245-2700

OFFICIAL MINUTES PLAN COMMISSION 09/13/22 MEETING TUESDAY, SEPTEMBER 13, 2022 AT 6:30 PM VILLAGE HALL COUNCIL ROOM

I. Call to Order

President Duncan called the meeting to order at 6:30pm.

II. Roll Call

Present: Bill Duncan, Pat Watts, Maggie Gage, Marianne Klemke, Matt Robbins, Lowell Wright, James Killian

Also Present: Zoning Administrator Schaeffer, Administrator Tobin, David Filter; Davjan Real Estate Ventures, Kevin Flynn; Bayside Beauty, LLC and Sonja Krusel; Representative of Vandewalle and Associates.

Excused: Jess Haak

III. Pledge of Allegiance

IV. Minutes

A. Plan Commission Meeting Minutes of August 9, 2022

Klemke requested minutes to be amended to change the wording on her motion regarding the conditional use permit for Nomad Living LLC. The motion to Approve the Plan Commission Meeting Minutes of August 9, 2022 with changes was initiated by Pat Watts and seconded by Matt Robbins. Jim Killian abstained, motion carried.

V. Recommendation and Possible Action for a Certified Survey Map

A. APPLICANT: David Filter, Davjan Real Estate Ventures, LLC (Owner)

TAX PARCEL: WWUP 00031

STREET ADDRESS: Between Williams Street and Clover Street at the west end of Olive Street, Williams Bay, WI 53191

Applicant is requesting approval of a Certified Survey Map to divide the existing 1.21 acre parcel into two 0.24 acre lots and two 0.36 acre lots.

Dave Filter was present to discuss the proposal to divide the existing 1.21 acre parcel into two 0.24 acre lots and two 0.36 acre lots. Schaeffer stated that based on the application, the applicant has met all the requirements of Section 375-0306 *Minor Land Division (Certified Survey Map)* and Section 375-0600 *Certified Survey Map* and approval is recommended.

The motion to Approve a Certified Survey Map to divide the existing 1.21 acre parcel into two 0.24 acre lots and two 0.36 acre lots was initiated by Marianne Klemke and seconded by Lowell Wright. Unanimously carried.

VI. Recommendation and Possible Action for a Conditional Use Permit

A. Open Public Hearing

President Duncan opened the public hearing.

1. APPLICANT: Darwin Sampson (Owner)
TAX KEY: WOP 00050
STREET ADDRESS: 38 W. Geneva Street, Williams Bay, WI 53191

The applicant requests a Conditional Use Permit per 390.1207, *Conditional Use Permit*, and 390.0310M, *Tourist Rooming House* to establish a dwelling unit available for stays for one to six consecutive days by paying guests.

Darwin Sampson was not present at the meeting. The motion to table the applicant requests a Conditional Use Permit per 390.1207, *Conditional Use Permit*, and 390.0310M, *Tourist Rooming House* to establish a dwelling unit available for stays for one to six consecutive days by paying guests was initiated by Maggie Gage and seconded by Pat Watts. Unanimously carried.

B. Close Public Hearing

President Duncan closed the public hearing.

VII. Recommendation and Possible Action for a Conditional Use Permit

A. Open Public Hearing

President Duncan opened the public hearing.

1. APPLICANT: Bayside Beauty, LLC (Owner), Kevin Flynn (Agent)
TAX KEY: WA339200001
STREET ADDRESS: 150 N. Walworth Avenue, Williams Bay, WI 53191

The applicant requests a Conditional Use Permit per 390.1207, *Conditional Use Permit*, and 390.0310M, *Tourist Rooming House* to establish a dwelling unit available for stays for one to six consecutive days by paying guests.

Kevin Flynn was present to discuss and answer questions regarding his application. Killian stated that the downstairs of the building was previously a hair salon and questioned whether the whole building can now be used as a Tourist Rooming house. It was the consensus that clarification is needed on allowable use before recommending Village Board approval of the application.

The motion to table the applicants request for a Conditional Use Permit per 390.1207, *Conditional Use Permit*, and 390.0310M, *Tourist Rooming House* to establish a dwelling unit available for stays for one to six consecutive days by paying guests was initiated by Matt Robbins and seconded by James Killian. Unanimously carried.

B. Close Public Hearing

President Duncan closed the public hearing.

VIII. Discussion Items

A. First Draft of the Williams Bay Comprehensive Plan Update

Sonja Krusel from Vandewalle and Associates presented the first draft of the Comprehensive Plan and answered any questions. Tobin stated there will be a Joint Plan Commission and Village Board meeting in November to review draft #2.

B. Future Land Use Map Update

Discussion was held regarding the Future Land Use Map Update. The next step is for the Plan Commission and Village Board to have a Joint Meeting in November in conjunction with review of draft #2 of the Comprehensive Plan.

IX. Adjournment

The motion to adjourn was initiated by Maggie Gage and seconded by Marianne Klemke at 8:27pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

These are not official Minutes until approved by the Governing Body.