



VILLAGE OF WILLIAMS BAY

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

Phone: 262-245-2700

NOTICE

VILLAGE BOARD OF TRUSTEES MEETING

MONDAY, OCTOBER 16, 2023 AT 6:30 PM

Village Hall Council Room

250 Williams Street

Williams Bay, WI 53191

AGENDA

The following agenda items may be considered for Discussion, Consideration, or Action

- I. **Call to Order**
- II. **Roll Call**
- III. **Pledge of Allegiance**
- IV. **Minutes**
 - A. Village Board Meeting Minutes of October 2, 2023
- V. **Consent Agenda**
 - A. Geneva Lake Water Safety Patrol Request for a Defibrillator (AED) at the Williams Bay Public Beach
- VI. **Presentation of accounts and petitions**
 - A. Payroll ending 10-06-2023 in the amount of \$46,395.12
 - B. Accounts Payable Prepays dated 10/10/2023 in the amount of \$5,464.26
 - C. Accounts Payable Unpays dated 10-13-2023 in the amount of \$322,112.75
 - D. Library Accounts Payable dated 10/12/2023 in the amount of \$2,838.23
- VII. **Plan Commission**
 - A. Recommendation and Possible Action for Site Plan and Architectural Design Review
APPLICANT: Dancing Dudes, LLC (Owner)
TAX KEY: WOP 00088
STREET ADDRESS: 1 E. Geneva St, Village of Williams Bay
The applicant is requesting approval of a site plan for commercial development in the Village Center District per Section 390-1206 Site Plan and Section 390-0705 VCO Village Center Design Overlay District. Plan Commission is recommending approval with the condition that the site plan must meet all items listed on the Engineer's Memo dated August 23, 2023.
- VIII. **PUBLIC COMMENTS**
- IX. **President's Remarks**
 - A. 32nd District First Responder of the Year – Officer Erickson

X. Committee Reports

A. Finance & Personnel, Chair - Trustee Wright

1. Clover Street and Williams Street Development Agreement - Public Water Main Extension/Loop
2. Public Works Department Replacement of Water Leak/Loss Detection Tool

B. Protective Services, Chair - Trustee Vlach

1. Original, Renewal, or Temporary Operator License Applications

C. Parks & Lakefront, Chair - Trustee Russell

1. Placeholder

D. Building, Zoning, & Ordinance, Chair - Trustee Jaramillo

1. Ordinance #2023-09 Amending Village Code Section 22-1 Re: Municipal Judge Re: Oath (Second Reading)
2. Ordinance #2023-11 Amending Village Code Sections 331-2 & 331-4 Re: Tree Preservation (First Reading)
3. Ordinance #2023-13 Amending The Village Code Increasing The Village Treasurer Position From The Current One (1) Year Term to A Three (3) Year Term (First Reading)

E. Water & Sewer, Chair - Trustee Umans

1. Placeholder

F. Streets & Highways, Chair - Trustee D'Alessandro

1. Placeholder

XI. Public Comments

XII. Adjournment

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

Posted: 10/13/2023 5:00 PM



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UNOFFICIAL MINUTES VILLAGE BOARD MEETING 10/2/2023 MEETING MONDAY, OCTOBER 2, 2023 AT 6:30 PM VILLAGE HALL COUNCIL ROOM 250 WILLIAMS STREET WILLIAMS BAY, WI 53191

I. Call to Order

President Duncan called the meeting to order at 06:30pm.

II. Roll Call

Present: President Bill Duncan, Trustees Jim D'Alessandro, Lowell Wright, Robert Umans, Adam Jaramillo, Steven Russell

Also Present: Administrator Lothspeich, Luitenant Kostock, Interim Treasurer Ustich (via Phone), Public Works Director Edwards, Village Engineer Snyder, Clerk Kolls

Excused: Trustee Vlach

III. Pledge of Allegiance

The Pledge of Allegiance was recited by all.

IV. Minutes

A. Village Board Meeting Minutes of September 18, 2023

The motion to approve the Village Board Meeting Minutes of September 18, 2023 as corrected was initiated by Trustee Umans and seconded by Trustee Wright. Unanimously carried.

V. Presentation of accounts and petitions

A. Payroll ending 09-22-2023 in the amount of \$41,933.10

The motion to approve the Payroll ending 09-22-2023 in the amount of \$41,933.10 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

B. Accounts Payable Prepaids dated 09-21-2023 in the amount of \$1165.52

The motion to approve the Accounts Payable Prepaids dated 09-21-2023 in the amount of \$1165.52 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

C. Library Accounts Payable dated 09-26-2023 in the amount of \$3964.63

The motion to approve the Library Accounts Payable dated 09-26-2023 in the amount of \$3964.63 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

D. Accounts Payable Unpaids dated 09/29/2023 in the amount of \$140,222.23

The motion to approve the Accounts Payable Unpaids dated 09/29/2023 in the amount of \$140,222.23 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

E. August 2023 Financial Statements

The motion to approve the August 2023 Financial Statements was initiated by Trustee Wright and seconded by Trustee

Umans. Unanimously carried.

VI. PUBLIC COMMENTS

Jeff Feedar, 180 Cherry Street, explained that he would like the board to assist in addressing a few complaints he has.

Feedar explained that at 115 Orchard Street there are two dead trees. Feedar explained that one tree is leaning to the south at his house and there is one tree leaning east towards power lines and phone lines. Feedar also explained that the lawn was very long but recently, someone from the village came and cut it, which he was grateful for. Feedar explained that he also has issues with 170 Cherry Street having a large dead oak tree leaning to the south over the Cherry Street phone and power lines. Feedar explained that he would also like to see something done about the three tree stumps that were not ground down. Feedar explained that he would like to see these issues addressed.

VII. President's Remarks

President Duncan had no remarks.

VIII. Committee Reports

A. Protective Services, Chair - Trustee Vlach

1. Part-Time Hiring Process

The motion to approve the Part-Time Hiring Process was initiated by Trustee Russell and seconded by Trustee Jaramillo. Unanimously carried.

IX. Public Comments

There were no public comments.

X. Adjournment

The motion to adjourn was initiated by Trustee D'Alessandro and seconded by Trustee Umans at 06:50pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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

Water Safety Patrol

Geneva Lake Water Safety Committee, Inc., est. 1920

P.O. Box 548; 451 Outing St.; Williams Bay, WI 53191; Phone: 262-245-6577

Email: wspatrol@sbcglobal.net; Web: www.watersafetypatrol.org

Date: September 19, 2023

To: Village of Williams Bay

From: Geneva Lake Water Safety Patrol

Re: AED Unit for Beach

In light of recent rescue calls, and the increased number of incidents involving pull-outs of swimmers at the beach, we would like to request that the Village of Williams Bay invest in an AED to keep at its Public Beach location. Our lifeguards are trained to use these devices, but currently must wait for one of our Boat Crews or a Rescue Squad to arrive before being able to apply this lifesaving measure.

We would suggest that the unit be mounted on a wall inside the Lifeguard Storage closet at the Beach House for quick access if and when needed.

This past summer there were at least a few occasions where our lifeguards had to perform CPR on near-drowning victims, and quick access to an AED unit could make a difference in saving lives.

Thank you for your consideration,

Ted Pankau
Director
Water Safety Patrol



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Add Ons

		PAYROLL SUMMARY							
		Pay Period 9/23/2023 to 10/6/2023				Pay Date 10/13/2023			
# of ees paid	Department	Regular \$	Hours	OT \$	OT Hrs	< EE Deductions & Taxes >	Employee Net Wages	Employer Tax & Benefits	Employer Payroll Expense
2	Crossing Guard	834.67	41.75			(70.30)	764.37	63.85	898.52
3	General Admin	8,019.62	240.00			(3,686.61)	4,333.01	3,350.17	11,369.79
2	KNC	2,168.00	88.00			(684.83)	1,483.17	780.64	2,948.64
5	Lakefront/Beach	4,617.88	246.00	359.58	13.50	(1,436.38)	3,541.08	380.76	5,358.22
9	Library	6,942.76	335.00			(2,254.52)	4,688.24	2,277.24	9,220.00
2	Municipal Court	1,259.42	-			(166.38)	1,093.04	96.34	1,355.76
3	Parks	1,229.52	92.00			(116.65)	1,112.87	94.05	1,323.57
10	Police	27,559.86	647.50	1,703.52	33.25	(13,762.09)	15,501.29	12,006.59	41,269.97
17	Protective Svcs (Fire & Rescu	5,260.01	209.50			(1,129.89)	4,130.12	402.39	5,662.40
4	Public Works (incl W & S)	10,850.88	356.00	533.40	12.00	(4,268.18)	7,116.10	4,802.17	16,186.45
3	Recreation	3,539.70	157.00			(907.87)	2,631.83	904.68	4,444.38
0	Trustees	-				-	-	-	-
60		\$ 72,282.32	2,412.75	\$ 2,596.50	58.75	\$ (28,483.70)	\$ 46,395.12	\$ 25,158.88	\$ 100,037.70
NOTEWORTHY THIS PAYROLL: - This is the 1st of 2 paydates in October - Crossing guard pay (2 ee), Protective Services Pay, Trustees not paid (not scheduled) - Municipal Court (2) employees paid (Recurring pay w/o timesheet approval) - Verified that employees paid last payroll that were not paid this payroll did not work this pay period - Police Officer duty time off for U.S. Military service - PT Library EE paid for hours worked, but not paid, in September - No new or rehires for this payroll ^Total Wages + Employer Tax & Benefits									

GL Account and Title	Description	Amount	Date Paid	GL Period
GLOBE LIFE				
100-21257 LIFE INSURANCE PAYABLE	EE PAID SUPPLEMENTAL	965.98	10/10/2023	1023
Total GLOBE LIFE:		965.98		
WEX BANK				
100-52120-180 POLICE FUEL	POLICE FUEL	1,570.86		0
100-55410-180 PARKS FUEL	PARKS FUEL	130.00		0
100-54310-180 STREETS FUEL	STREETS FUEL	224.88		0
100-52120-180 POLICE FUEL	POLICE FUEL	2,266.95		0
100-55410-180 PARKS FUEL	PARKS FUEL	92.90		0
100-54310-180 STREETS FUEL	STREETS FUEL	212.69		0
Total WEX BANK:		4,498.28		
Grand Totals:		5,464.26		

Village Board Approval Date: _____

GL Account and Title	Description	Amount	GL Period
1023			
ABRAHAM'S ON-SITE SHREDDING			
100-51410-160 GEN ADMIN SUPPLIES	SHREDDING SERVICES	65.50	1023
Total ABRAHAM'S ON-SITE SHREDDING:		65.50	
ACC PUBLISHING LLC			
100-55411-160 LAKEFRONT SUPPLIES	BOAT LAUNCH PERMIT BOOKS	675.95	1023
Total ACC PUBLISHING LLC:		675.95	
ACTIVE NETWORK LLC			
100-55210-210 REC DEPT PUBLICATIONS	ANNUAL SUBSCRIPTION FEE	2,880.00	1023
Total ACTIVE NETWORK LLC:		2,880.00	
ADAMS PUBLISHING GROUP			
100-54310-190 STREETS TRAINING	PUBLIC WORKS POSTING	127.75	1023
Total ADAMS PUBLISHING GROUP:		127.75	
AMAZON CAPITAL SERVICES			
100-52120-160 POLICE SUPPLIES	POLICE SUPPLIES	108.48	1023
100-51410-160 GEN ADMIN SUPPLIES	VH OFFICE SUPPLIES	60.60	1023
100-51730-160 VH BLDG SUPPLIES	VH BUILDING SUPPLIES	10.96	1023
100-55410-150 PARKS REPAIRS/MAINT	PUSHBUTTON ASSEMBLY KIT	34.00	1023
200-57930-140 WATER DIGGERS HOTLINE EXPENSE	MARKING SPRAY PAINT BLUE	99.95	1023
200-57930-140 WATER DIGGERS HOTLINE EXPENSE	MARKING SPRAY PAINT GREEN	99.95	1023
100-54310-150 STREETS EQUIP REPAIRS/MAINT	MARKER PENS	9.59	1023
100-55410-160 PARKS SUPPLIES	INSECT CONTROL	54.37	1023
100-55410-160 PARKS SUPPLIES	ILB PEST CONTROL DUST	25.95	1023
100-55411-150 LAKEFRONT REPAIRS/MAINT	LAKEFRONT REPAIRS	7.59	1023
100-54310-160 STREETS SUPPLIES	STREETS SUPPLIES	19.99	1023
100-54310-160 STREETS SUPPLIES	SUPPLIES	24.16	1023
100-54310-150 STREETS EQUIP REPAIRS/MAINT	HOSE CONNECTOR	11.99	1023
200-57935-150 WATER PLANT REPAIRS/MAINT	WIRE CONNECTOR	19.96	1023
100-55410-150 PARKS REPAIRS/MAINT	CREDIT MEMO	22.99-	1023
Total AMAZON CAPITAL SERVICES:		564.55	
ASSOCIATED APPRAISAL CONSULTANTS			
100-51520-000 ASSESSOR CONTRACT	MONTHLY BILLING	1,661.76	1023
Total ASSOCIATED APPRAISAL CONSULTANTS:		1,661.76	
AT&T MOBILITY			
100-52320-200 FIRE DEPT TELEPHONE	FIRE DEPT WIRELESS PHONE	77.08	1023
Total AT&T MOBILITY:		77.08	
AUSTIN PIER SERVICE			
100-55411-153 LAKEFRONT PIER REPAIRS	PIER REPAIRS -	100.00	1023
Total AUSTIN PIER SERVICE:		100.00	
BALSLEY PRINTING			
100-51410-161 GEN ADMIN POSTAGE	3RD QTR NEWS LETTER	2,254.08	1023

GL Account and Title	Description	Amount	GL Period
Total BALSLEY PRINTING:		2,254.08	
BUCKLIN TREE SERVICE LLC			
225-54635-130 RECYCLING OTHER EXPENSE	TUB GRINDER SERVICE	13,043.75	1023
Total BUCKLIN TREE SERVICE LLC:		13,043.75	
CINTAS OH			
200-57935-150 WATER PLANT REPAIRS/MAINT	WATER PLANT SUPPLIES	112.75	1023
Total CINTAS OH:		112.75	
CITY OF BURLINGTON DEPT OF PUBLIC WORKS			
200-57623-170 WATER TESTING	BACTERIOLOGICAL WATER TE	60.00	1023
Total CITY OF BURLINGTON DEPT OF PUBLIC WORKS:		60.00	
CONSIGNY LAW FIRM			
200-57923-000 WATER ATTORNEY EXPENSE	WATER ATTORNEY EXPENSES	561.00	1023
300-58970-000 SEWER ATTORNEY EXPENSE	SEWER ATTORNEY EXPENSES	561.00	1023
100-51610-000 LEGAL SERVICES	PROTECTIVE SERVICES ATTO	1,837.80	1023
100-51610-000 LEGAL SERVICES	MUNICIPAL COURT ATTORNEY	10,337.70	1023
100-51610-000 LEGAL SERVICES	FINANCE & PERSONNEL ATTO	264.00	1023
100-51610-000 LEGAL SERVICES	BOARD OF REVIEW ATTORNEY	693.23	1023
100-51610-000 LEGAL SERVICES	BUILDING & ZONING ATTORNE	4,257.00	1023
100-51610-000 LEGAL SERVICES	GENERAL ATTORNEY EXPENS	1,369.50	1023
100-51405-000 BILLABLE SERVICES	BILLABLE SERVICES-WILLABAY	1,947.00	1023
100-51405-000 BILLABLE SERVICES	BILLABLE SERVICES-226 CIRC	1,688.50	1023
100-51405-000 BILLABLE SERVICES	BILLABLE SERVICES-ANN DRA	1,056.00	1023
Total CONSIGNY LAW FIRM:		24,572.73	
DEPARTMENT OF ADMINISTRATION			
100-51414-000 SOFTWARE LICENSE & IT SUPPORT	MONTHLY EMAIL FILTERING	18.80	1023
Total DEPARTMENT OF ADMINISTRATION:		18.80	
EAGLE EYE TREE SERVICE			
100-56130-000 TREE ENHANCEMENT	REMOVE AND GRIND TREE ST	3,932.50	1023
Total EAGLE EYE TREE SERVICE:		3,932.50	
ELKHORN NAPA AUTO PARTS			
100-54310-150 STREETS EQUIP REPAIRS/MAINT	SUPPLIES	139.38	1023
Total ELKHORN NAPA AUTO PARTS:		139.38	
EVANS, EMILY			
100-55210-278 REC DEPT BOO IN THE BAY	BOO IN THE BAY SUPPLIES	430.91	1023
Total EVANS, EMILY:		430.91	
FREEDOM MAILING			
300-58969-160 SEWER OFFICE SUPPLIES	QUARTERLY BILLING PROCES	538.41	1023
200-57921-160 WATER OFFICE SUPPLIES	QUARTERLY BILLING PROCES	538.41	1023
300-58969-160 SEWER OFFICE SUPPLIES	AUTO PAY NOTICE	26.30	1023
200-57921-160 WATER OFFICE SUPPLIES	AUTO PAY NOTICE	26.30	1023

GL Account and Title	Description	Amount	GL Period
Total FREEDOM MAILING:		1,129.42	
GILA LLC			
100-51414-000 SOFTWARE LICENSE & IT SUPPORT	ANNUAL MID FEE FOR ONLINE	99.99	1023
Total GILA LLC:		99.99	
GRAYMONT WESTERN LIME INC.			
200-57631-160 WATER TREATMENT CHEMICALS	HIGH CALCIUM HYDRATED LIM	4,187.90	1023
Total GRAYMONT WESTERN LIME INC.:		4,187.90	
HEYER TRUE VALUE HARDWARE			
100-52320-150 FIRE DEPT REPAIRS/MAINT	SUPPLIES	172.41	1023
Total HEYER TRUE VALUE HARDWARE:		172.41	
HILL, GRAHAM			
001-15100 UTILITY CASH CLEARING	REFUND FOR OVERPAYMENT	898.85	1023
Total HILL, GRAHAM:		898.85	
HYDRO CORP			
200-57656-150 CROSS CONNECTION INSPECTION	CROSS CONNECTION PROGRA	1,351.00	1023
200-57656-150 CROSS CONNECTION INSPECTION	CROSS CONNECTION PROGRA	459.00	1023
Total HYDRO CORP:		1,810.00	
KARLS CHEVROLET			
500-52130-140 EMERGENCY MGT CAPITAL OUTLAY	EMERGENCY MANAGEMENT C	40,982.00	1023
500-52120-140 POLICE DEPT CAPITAL OUTLAY	POLICE DEPARTMENT CAPITAL	42,912.60	1023
Total KARLS CHEVROLET:		83,894.60	
KUNES COUNTRY CHEVROLEY GMC BUICK			
100-52120-150 POLICE REPAIRS/MAINT	REPAIRS/MAINT POLICE	1,698.94	1023
Total KUNES COUNTRY CHEVROLEY GMC BUICK:		1,698.94	
MARRA, HALINA			
100-55415-000 ENHANCEMENT COMMITTEE	ENHANCEMENT COMMITTEE R	82.67	1023
Total MARRA, HALINA:		82.67	
MILPORT ENTERPRISES INC			
200-57631-160 WATER TREATMENT CHEMICALS	ALUMINUM SULFATE	1,564.50	1023
Total MILPORT ENTERPRISES INC:		1,564.50	
MUNICIPAL CODE ENFORCEMENT LLC			
100-53100-220 STR ENFORCEMENT CONTRACT	STR CODE ENFORCEMENT	854.40	1023
100-53100-215 CODE ENFORCEMENT CONTRACT	CODE ENFORCEMENT	2,347.20	1023
Total MUNICIPAL CODE ENFORCEMENT LLC:		3,201.60	
NIEUWENHUIS BROS. INC.			
225-54635-131 RECYCLING FEES	RECYCLING CURBSIDE PICKU	6,805.76	1023

GL Account and Title	Description	Amount	GL Period
225-54635-165 RECYCLING TIPPING FEES	RECYCLING TIPPING	1,057.33	1023
100-54710-000 REFUSE COLLECTIONS	REFUSE CURBSIDE PICKUP	12,762.88	1023
100-54710-000 REFUSE COLLECTIONS	6YD ROLL BIN	130.00	1023
225-54635-165 RECYCLING TIPPING FEES	RECYCLING SURCHARGE	1,450.00	1023
Total NIEUWENHUIS BROS. INC.:		22,205.97	
OFFICE PRO			
100-54310-160 STREETS SUPPLIES	CLEANER	100.13	1023
Total OFFICE PRO:		100.13	
PATS SERVICES INC			
200-57631-160 WATER TREATMENT CHEMICALS	LIME SLUDGE	1,380.00	1023
Total PATS SERVICES INC:		1,380.00	
PETE'S TIRE ELKHORN LLC			
100-55410-150 PARKS REPAIRS/MAINT	PARKS - REPAIR	142.57	1023
Total PETE'S TIRE ELKHORN LLC:		142.57	
PREMIUM WATERS INC			
100-51730-160 VH BLDG SUPPLIES	VH WATER DELIVERY	12.49	1023
100-55411-160 LAKEFRONT SUPPLIES	LAKEFRONT WATER DELIVERY	61.49	1023
100-55210-160 REC DEPT SUPPLIES	REC DEPT WATER DELIVERY	14.24	1023
Total PREMIUM WATERS INC:		88.22	
PUBLIC SERVICE COMMISSION			
200-57928-000 WATER REGULATORY EXPENSE	NOTICE OF UTILITY ADVANCE	818.32	1023
Total PUBLIC SERVICE COMMISSION:		818.32	
SCHAEFFER MUNICIPAL SERVICES LLC			
100-53100-210 ZONING INSPECTION CONTRACT	ZONING CONTRACT FEES	1,950.00	1023
Total SCHAEFFER MUNICIPAL SERVICES LLC:		1,950.00	
STANEK,GAGE			
100-55210-275 REC DEPT PROGRAM EXPENSES	FLAG FOOTBALL REF	120.00	1023
Total STANEK,GAGE:		120.00	
STATE OF WI - COURT FINES			
100-45001 COURT FINE REVENUE	MONTHLY SHARE OF COURT FI	1,037.60	1023
Total STATE OF WI - COURT FINES:		1,037.60	
SWITS			
100-51410-160 GEN ADMIN SUPPLIES	SIGN LANGUAGE INTERPRETO	182.62	1023
Total SWITS:		182.62	
VANDENBROUCKE, SHARON			
100-55415-000 ENHANCEMENT COMMITTEE	ENHANCEMENT COMMITTEE R	80.00	1023

GL Account and Title	Description	Amount	GL Period
Total VANDENBROUCKE, SHARON:		80.00	
VP PLUS INC			
300-58968-150 SEWER COLLECTION SYSTEM MAINT	SEWER REPAIRS	330.00	1023
Total VP PLUS INC:		330.00	
WALCOMET			
300-58980-300 WALCOMET SEWERAGE EXPENSES	MONTHLY BILLING	59,516.46	1023
300-58980-310 WALCOMET SEWER CONNECTION FEE	SEWER CONNECTION - 423 CU	4,000.00	1023
300-58980-310 WALCOMET SEWER CONNECTION FEE	SEWER CONNECTION - 140 EL	4,000.00	1023
Total WALCOMET:		67,516.46	
WALWORTH COUNTY TREASURER-COURT FINES			
100-45001 COURT FINE REVENUE	MONTHLY SHARE OF COURT FI	438.20	1023
Total WALWORTH COUNTY TREASURER-COURT FINES:		438.20	
WEIGEL, ETHAN			
100-55210-275 REC DEPT PROGRAM EXPENSES	FLAG FOOTBALL REF	120.00	1023
Total WEIGEL, ETHAN:		120.00	
WI DEPT OF TRANSPORATION			
500-54310-140 STREETS/HIGHWAYS	STH 67 PAVEMENT RECONSTR	36,514.29	1023
300-58965-140 SEWER CAPITAL OUTLAY	STH 67 SANITARY SEWER REC	37,297.90	1023
Total WI DEPT OF TRANSPORATION:		73,812.19	
WILLE, SANDRA			
100-55210-275 REC DEPT PROGRAM EXPENSES	ART CLASS TEACHER	288.00	1023
Total WILLE, SANDRA:		288.00	
WILLIAMS BAY SCHOOL DISTRICT			
100-55210-278 REC DEPT BOO IN THE BAY	BOO IN THE BAY SUPPLIES	138.00	1023
Total WILLIAMS BAY SCHOOL DISTRICT:		138.00	
WISCONN VALLEY MEDIA GROUP			
100-51410-210 GEN ADMIN PUBLICATIONS	PUBLICATIONS	91.63	1023
100-51410-210 GEN ADMIN PUBLICATIONS	PUBLICATIONS	394.95	1023
100-51410-210 GEN ADMIN PUBLICATIONS	PUBLICATIONS	182.02	1023
Total WISCONN VALLEY MEDIA GROUP:		668.60	
WISCONSIN PROFESSIONAL POLICE			
100-21262 UNION DUES PAYABLE	UNION DUES	258.00	1023
Total WISCONSIN PROFESSIONAL POLICE:		258.00	
WISCONSIN STATE LABORATORY OF HYGIENE			
200-57623-170 WATER TESTING	FLUORIDE	28.00	1023
Total WISCONSIN STATE LABORATORY OF HYGIENE:		28.00	

GL Account and Title	Description	Amount	GL Period
WITTE SUPPLY COMPANY			
100-54310-160 STREETS SUPPLIES	TOPSOIL	28.50	1023
Total WITTE SUPPLY COMPANY:		28.50	
ZARNOTH BRUSH WORKS			
100-54310-150 STREETS EQUIP REPAIRS/MAINT	STREETS EQUIP REPAIRS/MAI	923.00	1023
Total ZARNOTH BRUSH WORKS:		923.00	
Total 1023:		322,112.75	
Grand Totals:		322,112.75	

Village Board Approval Date: _____

GL Account and Title	Description	Amount	GL Period
1023			
BAKER & TAYLOR			
400-58200-000 ADULT PRINT	ADULT PRINT/ BOOK	651.62	1023
400-58201-000 CHILDREN PRINT	CHILDREN'S BOOKS	766.35	1023
410-58200-102 BOOKS, DONOR DESIGNATED	BOOKS DONOR DESIGNATED	34.79	1023
Total BAKER & TAYLOR:		1,452.76	
FISH WINDOW CLEANING			
400-58100-150 LIBRARY BLDG REPAIRS & MAINT	LIBRARY WINDOW CLEANING	572.00	1023
Total FISH WINDOW CLEANING:		572.00	
GREATAMERICA FINANCIAL SVCS.			
410-58340-000 BOARD COMMITTED EXPENDITURES	BOARD COMMITTED	223.62	1023
Total GREATAMERICA FINANCIAL SVCS.:		223.62	
MILWAUKEE JOURNAL SENTINEL			
410-58250-000 LIBRARY CHAPIN EXPENDITURES	CHAPIN EXPENDITURE - PERIO	454.97	1023
Total MILWAUKEE JOURNAL SENTINEL:		454.97	
SCHNUPP, JOY			
400-58100-160 LIBRARY SUPPLIES	SUPPLIES	84.88	1023
Total SCHNUPP, JOY:		84.88	
UNIQUE SERVICES			
400-58310-000 IT/LICENSES/CONTRACTED SERVICE	IT/LICENSES/CONTRACTED SE	50.00	1023
Total UNIQUE SERVICES:		50.00	
Total 1023:		2,838.23	
Grand Totals:		2,838.23	

Village Board Approval Date: _____

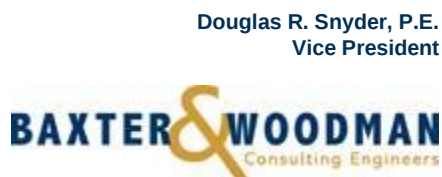
From: Douglas R. Snyder <dsnyder@baxterwoodman.com>
Sent: Wednesday, October 11, 2023 12:47 PM
To: Bonnie Schaeffer <zoning@vi.williamsbay.wi.gov>
Cc: David Lothspeich <admin@vi.williamsbay.wi.gov>
Subject: Green Grocer / Clearwater Spa / 69 Walworth - Engineer Approval

Bonnie,

We recommend approval of the attached documents for the Green Grocer/Clearwater Spa and for 69 N. Walworth Ave. Please note that the plans show the improvements on 69 N. Walworth as future—you may want to make them perform the work at this time.

Our review did not include in depth field verification of existing conditions, elevations, grades and/or topography as shown on the plans. The developer and their consultants have the ultimate responsibility for the correct representation of existing field conditions, as well as providing a design that complies with Village Ordinances and Standards.

Please call with questions.



Douglas R. Snyder, P.E.
Vice President

direct: 815.444.3349 | mobile: 262.492.1462

email: dsnyder@baxterwoodman.com

www.baxterwoodman.com

256 S. Pine St., Burlington, WI 53105

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From: Warren E Hansen <office@farrishansen.com>
Sent: Wednesday, October 11, 2023 10:56 AM
To: 'Bonnie Schaeffer' <zoning@vi.williamsbay.wi.gov>
Cc: Warren Hansen <warren@farrishansen.com>; jen.veith0829@gmail.com; randy@mikolsconstruction.com; Douglas R. Snyder <dsnyder@baxterwoodman.com>; 'Becky Tobin' <admin@vi.williamsbay.wi.gov>; 'David Lothspeich' <admin@vi.williamsbay.wi.gov>
Subject: FHA Proj # 3052.KEG.23 - 1 East Geneva Street - Green Grocer / Clearwater Spa

*** **CAUTION: Think Security!** This email originated from outside of Baxter & Woodman, Inc. Do not click on links or open attachments unless you recognize the sender and know that the content is safe.

Bonnie,

We have attached responses to each bullet point and provided plan changes base on the “Recommendation of Conditional Approval” from Doug Snyder dated August 23, 2023.

- We have removed this on sheet 5 of 6
- We have found that the recommendation to move the original handicap parking space to Walworth Avenue, will require a wedged lift of pavement. This will bring the full area shown from a point 18’ off the curb to the sidewalk grade over a length of 20’ with tapers back on each side of up to 5 feet. This will be outside of the traffic lane. Bollards would be used to prevent driving onto the sidewalk. The pitch of the parking area on the street is now existing at about 3.5%.
- The owner will be or has applied for the zoning permit
- The wall will be rebuilt and have a maximum height of 30” above grade on the east side. The wall will be waterproofed as noted. (See wall requested calcs attached)
- A separate landscape plan was submitted and a note has been added to our plan. We still show planting beds and thought this best to leave on, the actual plantings would follow a separate landscape plan.
- We have modified the site plan to include a number of items. These include adjusted retaining wall notes and details, notes on the holding tank size, notes on water service tap and meter sizing provided by the plumber, retaining wall calculations are attached, erosion control measures and notes are shown. In addition, runoff calculations and pipe size capacities are shown in a separate attached report.
- We have found that the recommendation to move the original handicap parking space to Walworth Avenue, will require a wedged lift of pavement full areas shown from a point 18’ off the curb to the sidewalk grade over a length of 20’ with tapers

back on each side of up to 5 feet. This will be outside of the traffic lane. Bollards would be used to prevent driving onto the sidewalk. The pitch of the parking area on the street is now about 3.5%.

The stormwater calculations and pipe sizing are attached. The water meter sizing will be by the plumber but he has indicated that the tap off the sprinkler riser would be 1.5" with a 1" meter based on his initial review. Retaining wall details and notes have been advanced and shown on the plans. The retaining wall calculations are also attached. Erosion control measure are noted and we have stamped and signed all documents.

We feel these modifications will address the listed conditions for approval of the Baxter Woodman, August 23, bullet points.

Warren E. Hansen, P.E.

Farris, Hansen & Associates, Inc.

P.O. Box 437

Elkhorn, WI 53121

Phone (262)723-2098

Cell (262) 949-4150

office@farrishansen.com

warren@farrishansen.com (Please Note NEW Email)

Engineers, Architects, and Surveyors

Hours 8 – 4:30

Recommendations from the Plan Commission September 12, 2023

Recommendation and Possible Action for Site Plan and Architectural Design Review

APPLICANT: Dancing Dudes, LLC (Owner)

TAX KEY: WOP 00088

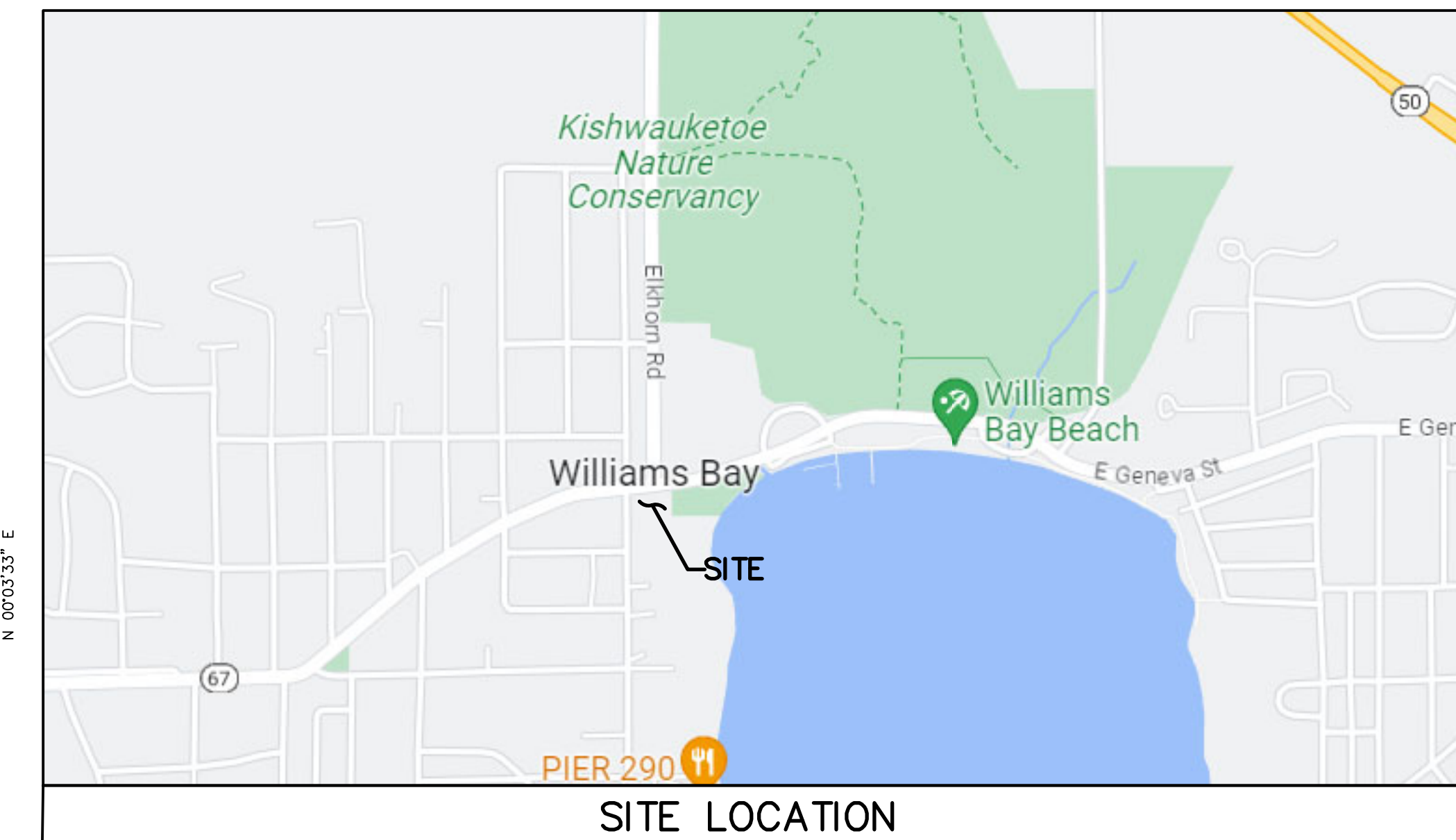
STREET ADDRESS: 1 E. Geneva St, Village of Williams Bay

The applicant is requesting approval of a site plan for commercial development in the Village Center District per Section 390-1206 Site Plan and Section 390-0705 VCO Village Center Design Overlay District.

Plan Commission is recommending approval with the condition that the site plan must meet all items listed on the Engineer's Memo dated August 23, 2023.

The motion to recommend the Village Board approval of the site plan for commercial development in the Village Center District per Section 390-1206 Site Plan and Section 390-0705 VCO Village Center Design Overlay District with the conditions that it must receive final approval from the Village Engineer that all conditions of the memo dated August 23, 2023, have been met was initiated by Trustee Wright and was seconded by Commissioner Robbins. Unanimously carried.

LOCATED IN PART OF THE SE 1/4 OF THE NE 1/4 OF
SECTION 1, TOWN 1 NORTH, RANGE 16 EAST,
VILLAGE OF WILLIAMS BAY, WALWORTH COUNTY, WISCONSIN



NOTE: EROSION CONTROL, SPECIFICATIONS, AND
CONSTRUCTION DETAILS WILL GO ON FINAL PLAN

TO SHEET INDEX

SHEET 1	—	SITE AND GRADING PLAN
SHEET 2	—	WEST & NORTH ELEVATIONS
SHEET 3	—	EAST & SOUTH ELEVATIONS
SHEET 4	—	BASEMENT /FOUNDATION PLAN
SHEET 5	—	FIRST FLOOR PLAN
SHEET 6	—	SECOND FLOOR PLAN

-WORK ORDERED BY-
DANCING DUDES, JENNIFER VEITH
P.O. BOX 1332
WILLIAMS BAY, WISCONIN 53191

SEQUENCE OF CONSTRUCTION & SITE CONTROL

- 1) CLEAN SITE UP AND REMOVE ALL PAVEMENT FOR PAVEMENT PROVIDING ACCESS TO 69 WALWORTH AVENUE
- 2) PROVIDE FOR SHEETING BEHIND EXISTING WALKS FOR BASEMENT EXCAVATION
- 3) INSTALL/ REPLACE EXISTING STORM SEWER
- 4) REPAIR/ STABILIZE EXISTING 12" RETAINMENT WALL (PAINT OR RESURFACE
- 5) EXCAVATE FOR BASEMENT HAULING ALL SURPLUS MATERIALS OFF SITE FOR DISPOSAL
- 6) PROVIDE IMPORTED GRAVEL BASE AND GRANULAR BACKFILL COMPACTED IN 8" LIFTS. GEOTECHNICAL FIRM TO BE ON SITE FOR INITIAL TESTING OF FOUNDATION WORK.
- 7) PROVIDE SAFETY CHAIN LINK FENCING FULLY AROUND ALL EXCAVATIONS TO SAFE GUARD THE PUBLIC. SIDE WALKS TO BE CLOSED DURING MUCH OF THE CONSTRUCTION WORK.
- 8) CONTRACTOR IS TO PROVIDED SCHEDULE OF OPERATIONS TO OWNER AND ENGINEER.
- 9) ALL SURFACES STORM INLETS SHALL BE PROTECTED WITH DRAINAGE FABRIC, SET UNDER GRATE. USE OF 12" STRAW WATTLES STATED DOWN AT ALL POINTS WHERE SURFACE RUNOFF LEAVES THE SITE WILL BE REQUIRED
- 10)COORDINATE AND COOPERATION WITH VILLAGE OFFICIALS AND ALL SITE CONTRACTORS WILL BE REQUIRED. ALL SUB CONTRACTORS ARE TO BE UNDER THE GENERAL CONTRACTORS OVERSIGHT
- 11)FOUNDATION DRAINAGE MAY BE ADJUSTED BASED ON SOIL CONDITIONS ENCOUNTERED WHEN EXCAVATING FOR THE LOWER BASEMENT

SITE AND GRADING PLAN

ENGINEERING — ARCHITECTURE — SURVEYING

7 RIDGWAY COURT P.O. BOX 437
ELKHORN, WISCONSIN 53121

OFFICE: (262) 723-2098 FAX: (262) 723-5886

REVISIONS
3/2023 - TS S SPELLINGS, AND
8/2023 - TS UNCE
4/2023 - TS UNCE REV #3
2/2023 - DHC D GREASE TRAP
1/2023 - TS UNCE
6/2023 - TS UNCE
2/2023 - TS UNCE

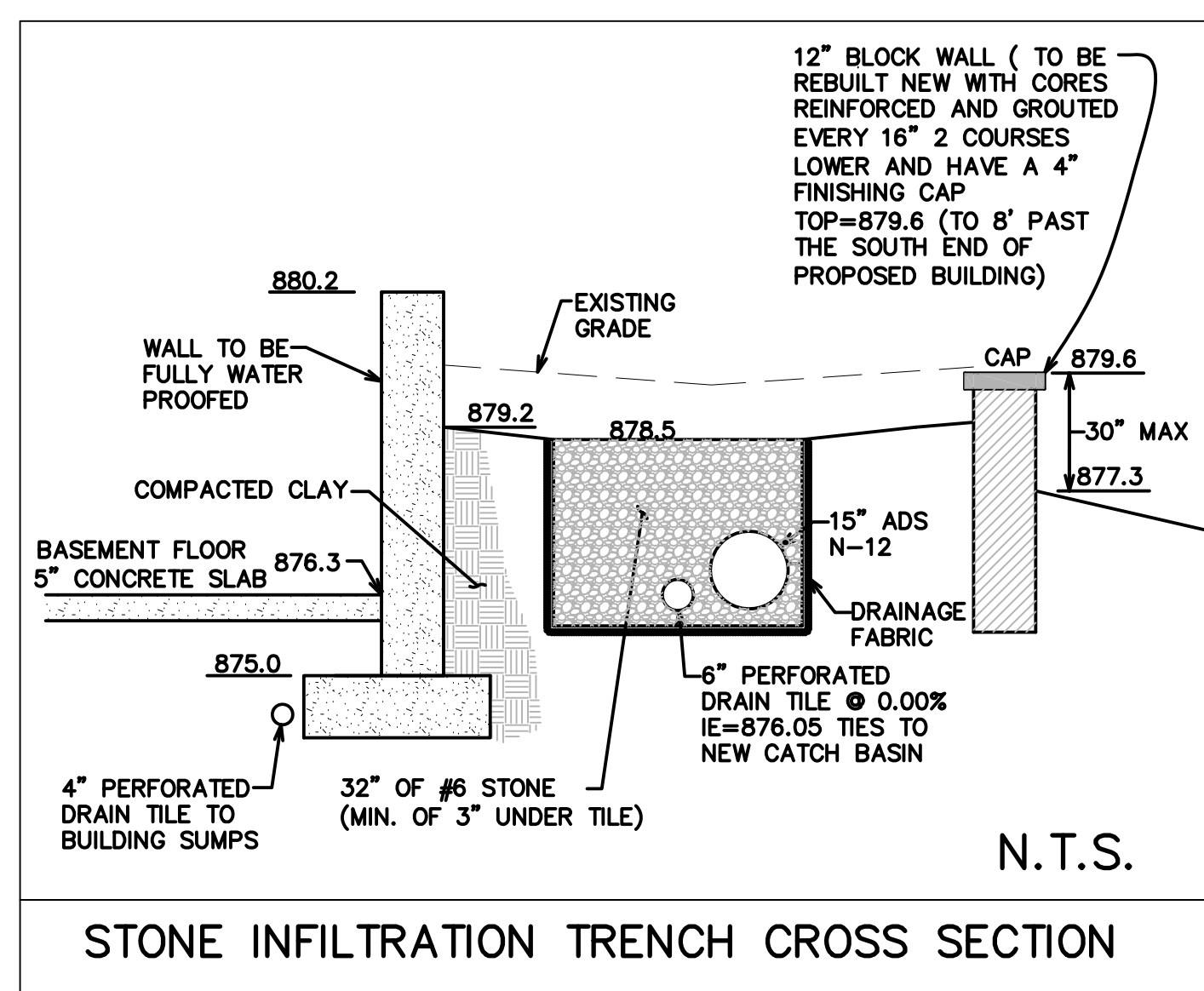
PROJECT NO.	052.KEG.23
DATE	5/30/2023
SHEET NO.	1 OF 6

SOIL BORINGS

- B-1 13" PAVEMENT AND BASE
45" GRAY SANDY LEAN CLAY
(SOFT)(DRY) 800 PSF BEARING
- B-2 SURFACE=883.1 WATER @ 873.3
13" PAVEMENT AND BASE
53" GRAY LEAN CLAY (1,500 PSF)
60" SANDY SAND (2,000 PSF)
66" SANDY LEAN CLAY (OVER 3,000 PSF)
- B-3 SURFACE=884.1
66" FILL (LOOSE)
60" GREY SILT (2,000 PSF)
54" SANDY LEAN CLAY DRY (OVER 3,000 PSF)
(WATER AT 878.8)
- B-4 SURFACE=883.7
66" FILL (LOOSE)
30" GRAY LEAN CLAY (SOFT)
30" SANDY SILT (LOOSE)
114" SANDY LEAN CLAY (FIRM TO VERY STIFF
2,000 PSF @ 872.0
- B-5 SURFACE=880.5 WATER @ 873.5
3" PAVEMENT
15" GRAVEL BASE
18 FILL
54" GREY LEAN CLAY (STIFF)
24" CLAYEY SAND W/ GRAVEL (2,000 PSF)
GREY SAND/ GRAVEL (871.0)
96" GREY SAND W/SILT (2,000 PSF)
- B-6 SURFACE=881.2 WATER @ 873.0
2" PAVEMENT
11" BASE
24" FILL
30" LEAN CLAY
30" GREY LEAN CLAY
60" GREY SILT SAND, DENSE 2,000 PSF
- B-7 SURFACE=881.5 WATER @ 874.0
3.5" BIT. PAVE
16.5 BASE GRAVEL
15" BROWN SAND
30" GREY CLAY
30" CLAYEY SAND WITH GRAVEL DENSE
30" SILTY SAND WET/ DENSE 3,000 PSF

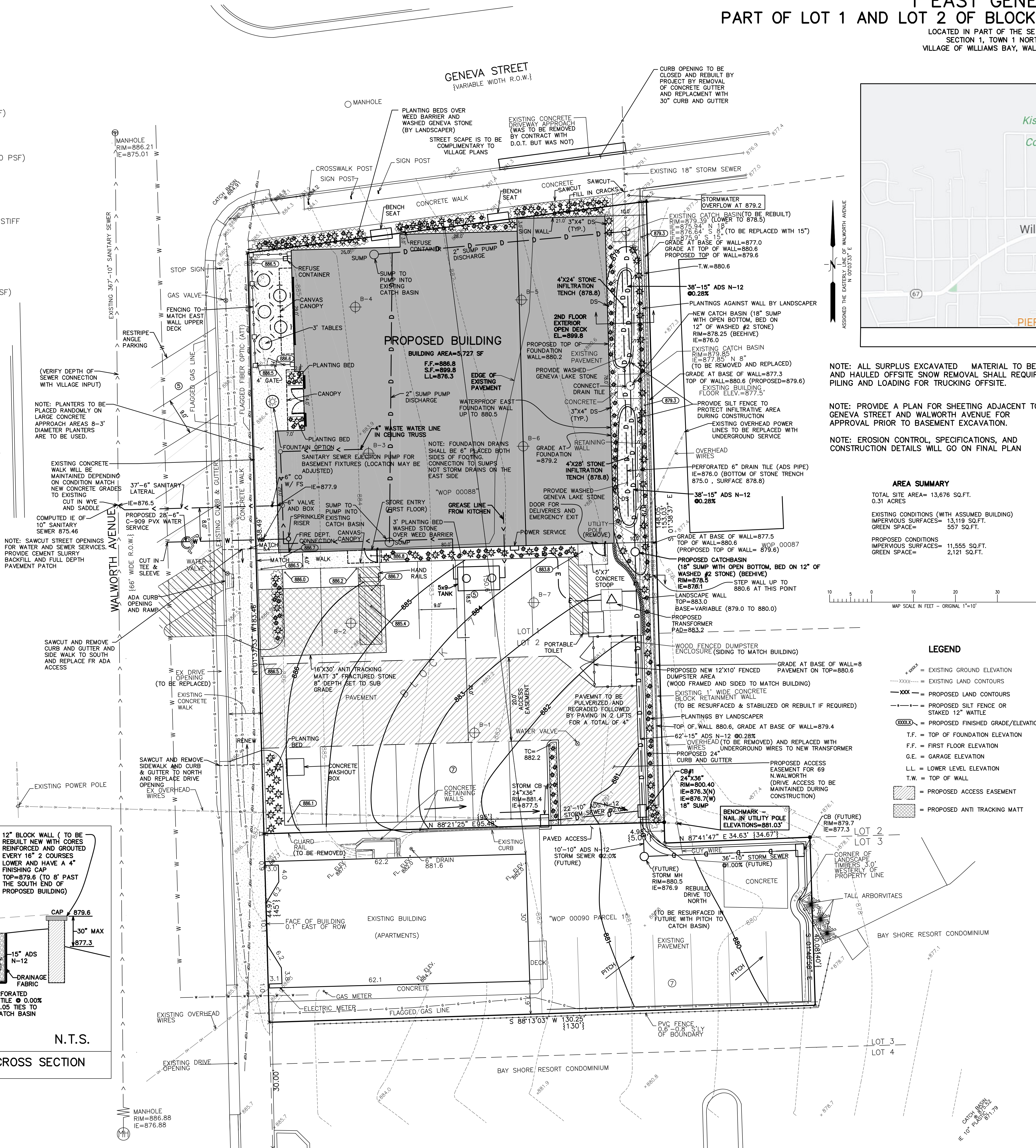
SOIL CONTAMINATION

PHASE 1 - ENVIRONMENTAL WORK HAS BEEN COMPLETED IN RECENT YEARS FOR THE SITE AND THE REPORT MAKES NO RECOMMENDATIONS. FOR CONTINUING INTO PHASE 2 STUDY WHEN EXCAVATIONS ARE BEING DONE OBSERVATIONS FOR ANY POSSIBLE CONTAMINATIONS SHALL BE MADE. IF ANYTHING CONTAMINATES SHALL BE MADE. IF ANY THIN IS FOUND REMEDIAL ACTIONS WILL BE REQUIRED.

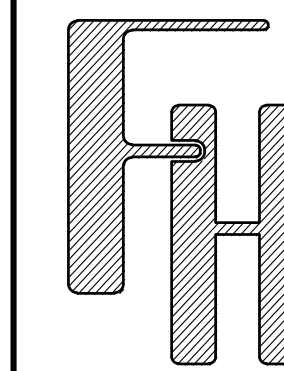


N.T.S.

STONE INFILTRATION TRENCH CROSS SECTION



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PROPOSED BUILDING
1 EAST GENEVA CENTER
EAST GENEVA STREET & WALWORTH AVENUE
WILLIAMS BAY, WALWORTH CO., WISCONSIN

WEST ELEVATION
NORTH ELEVATION

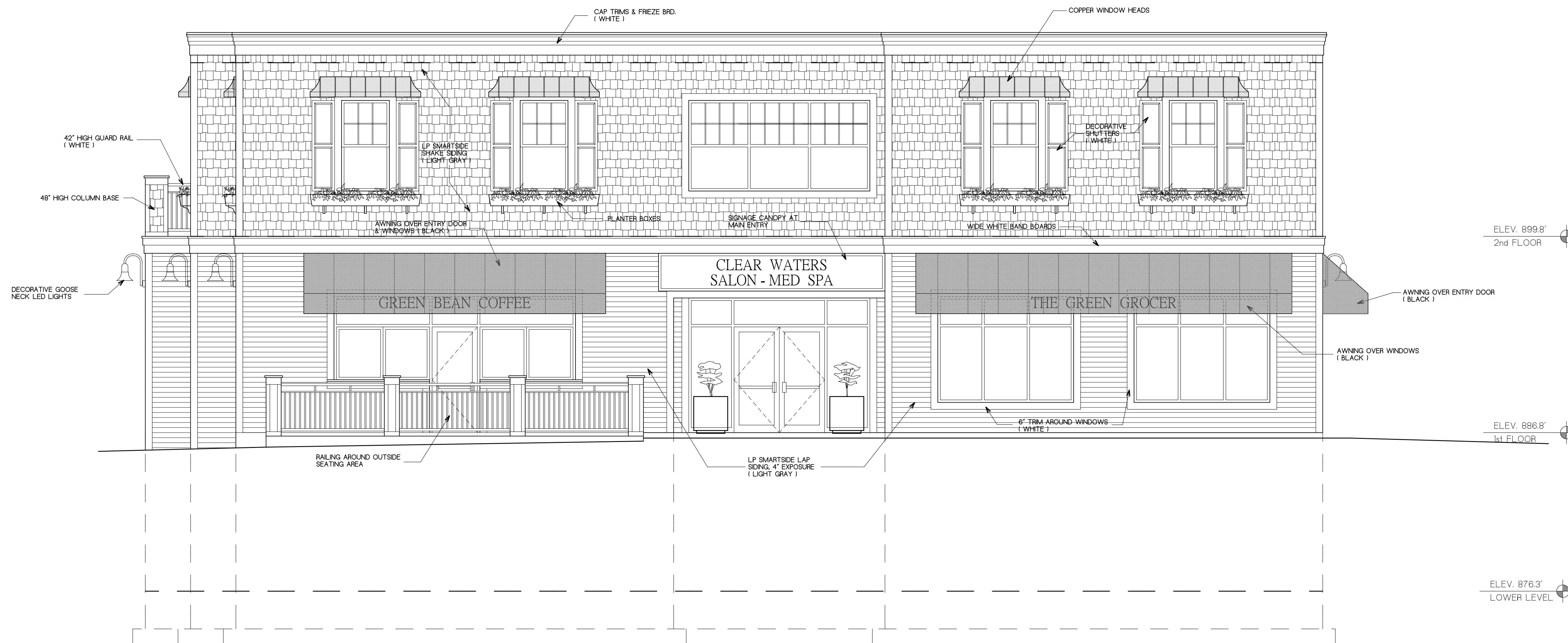
FARRIS, HANSEN & ASSOCIATES, INC.
Engineering, Architecture, Surveying
7 Ridgeway Court P.O. Box 437
ELKHORN, WISCONSIN 53121
Office: (262) 723-2098
Fax: (262) 723-5966

REVISIONS
REV 44 - MIS REVISIONS
RS 06/09/2023

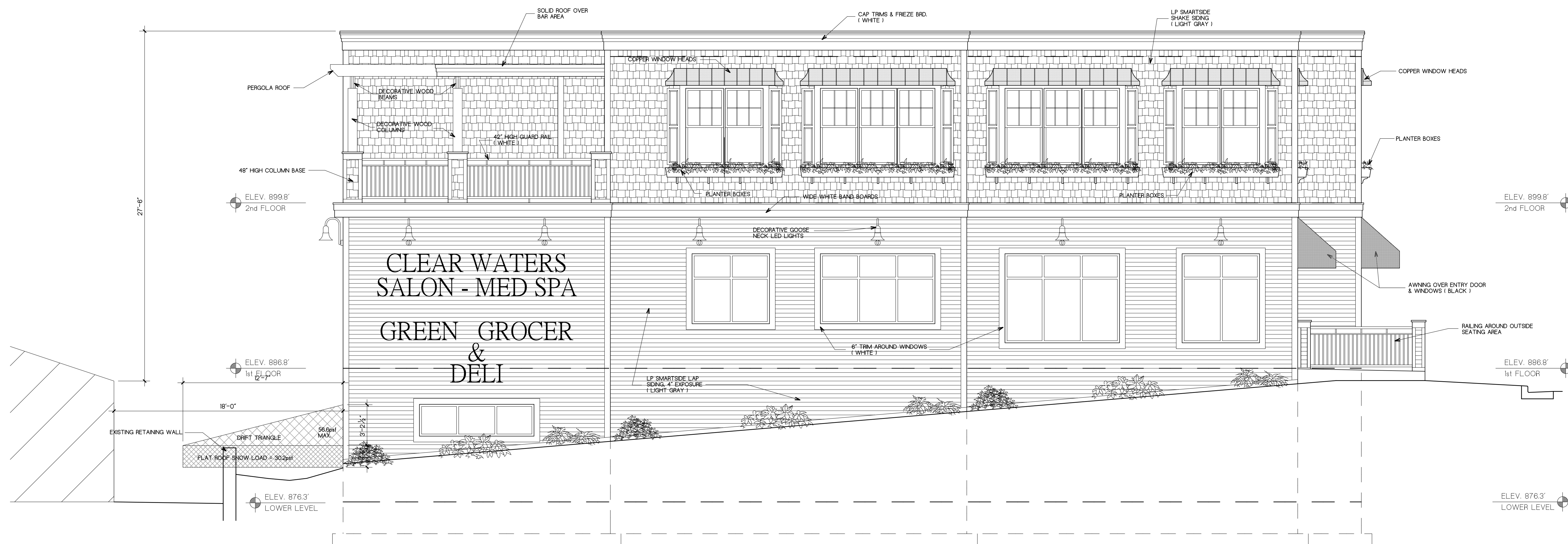
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3052KEG23

DATE:
05/30/2023

SHEET NO:
2 of 6

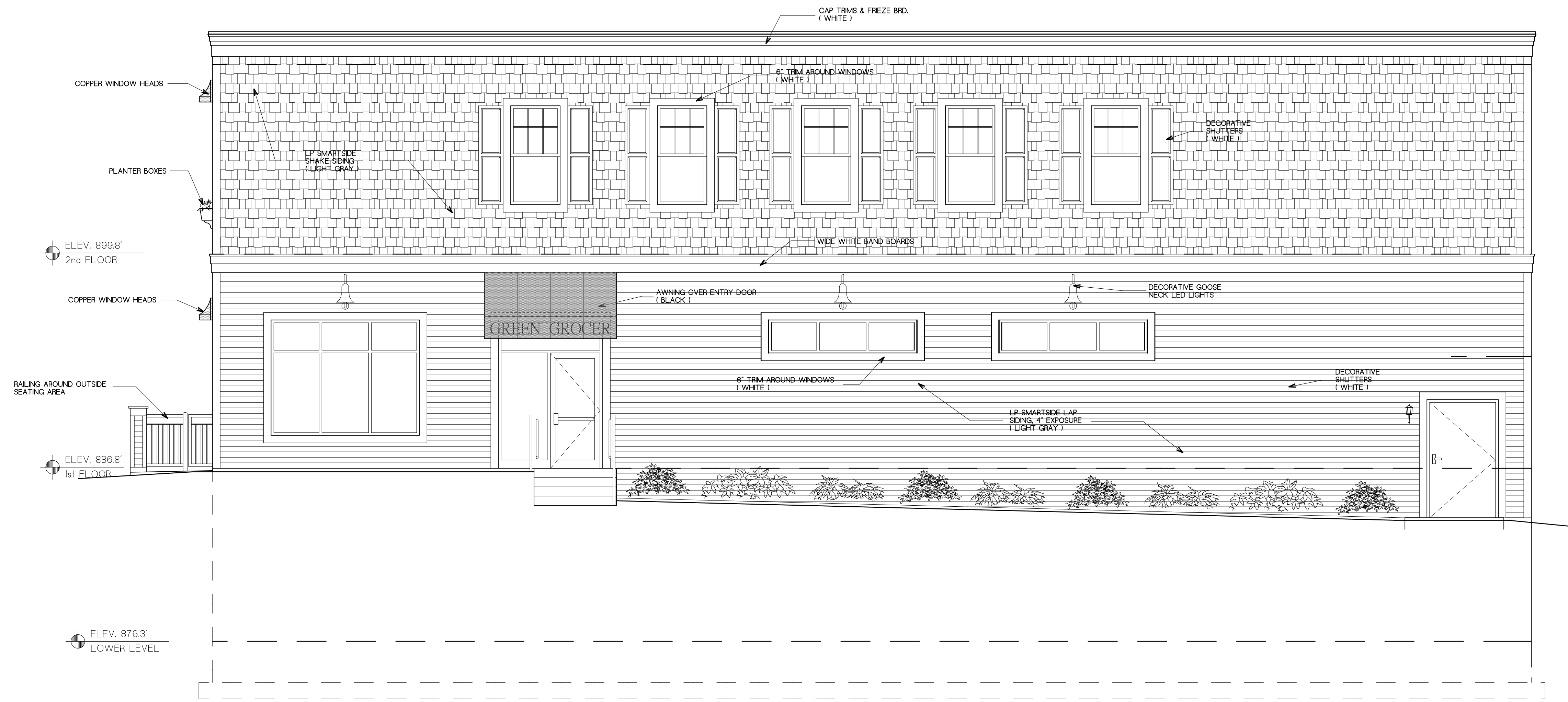


WEST ELEVATION
SCALE: 1/4\"/>

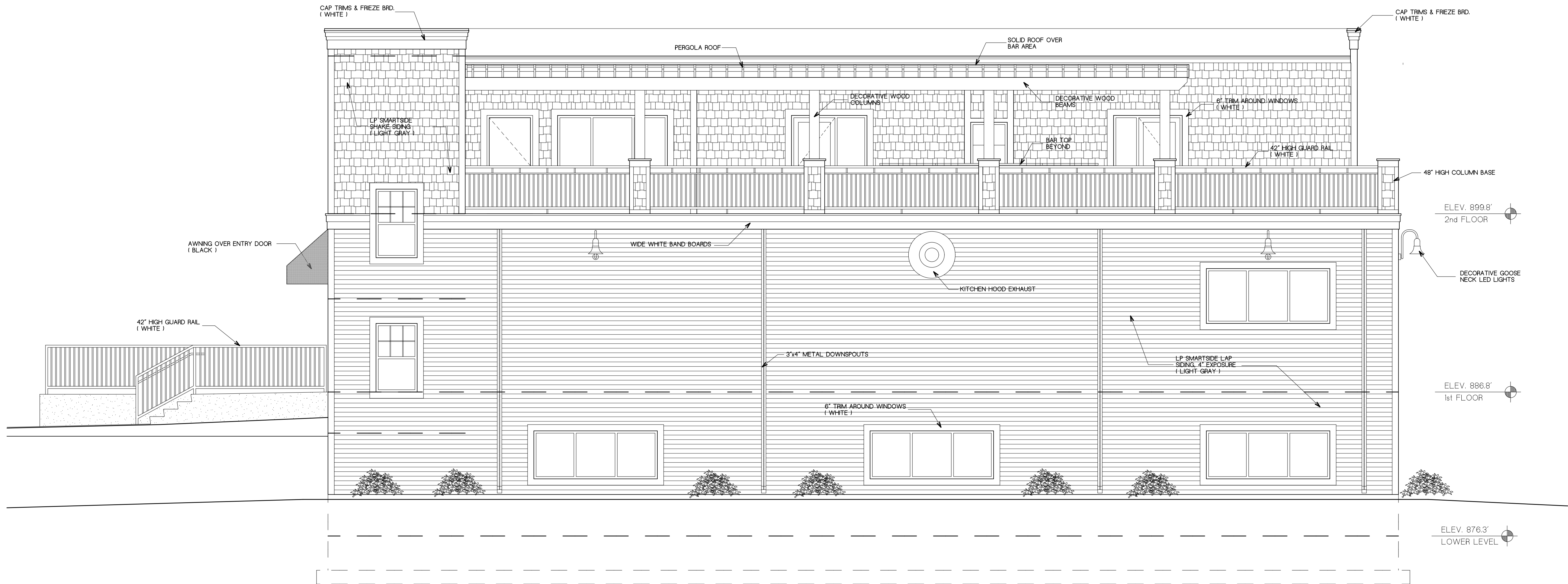


NORTH ELEVATION
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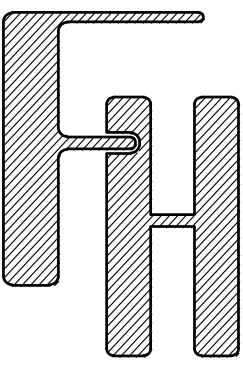
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SOUTH ELEVATION
SCALE: 1/4\"/>



EAST ELEVATION
SCALE: 1/4\"/>



PROPOSED BUILDING
1 EAST GENEVA CENTER
EAST GENEVA STREET & WALWORTH AVENUE
WILLIAMS BAY, WALWORTH CO., WISCONSIN

EAST ELEVATION
SOUTH ELEVATION

FARRIS, HANSEN & ASSOCIATES, INC.
Engineering, Architecture, Surveying
7 Ridgeway Court P.O. Box 437
ELKHORN, WISCONSIN 53121
Office: (262) 723-2098
Fax: (262) 723-5866

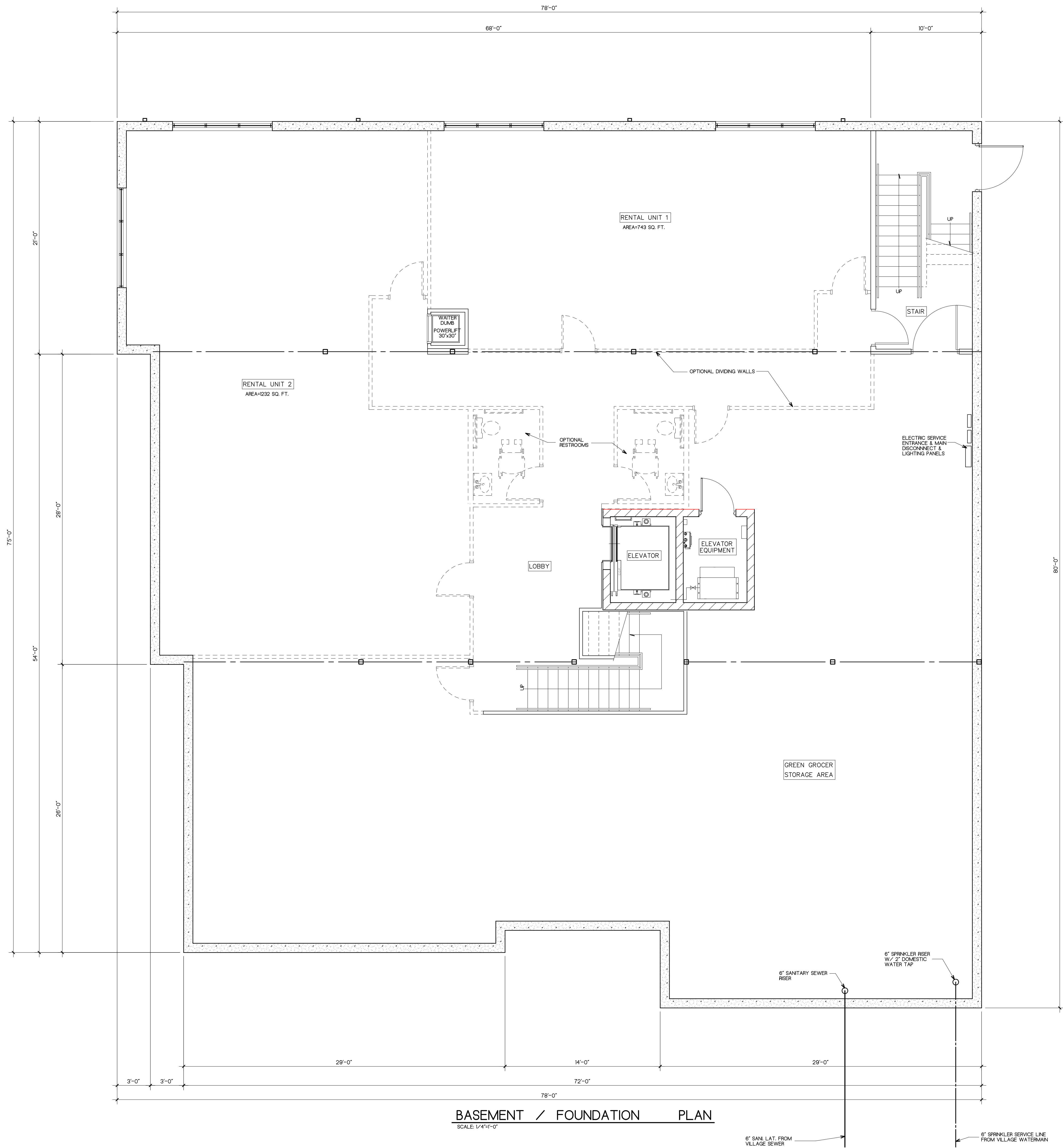
REVISIONS
REV 44 - MISD REVISIONS
RS 06/01/2023

PROJECT NO:
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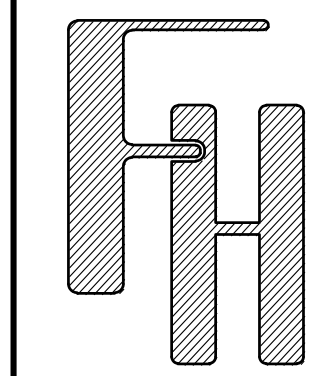
DATE:
05/30/2023

SHEET NO:
3 of 6

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BASEMENT / FOUNDATION PLAN
SCALE: 1/4"=1'-0"



PROPOSED BUILDING
1 EAST GENEVA CENTER
EAST GENEVA STREET & WALWORTH AVENUE
WILLIAMS BAY, WALWORTH CO., WISCONSIN

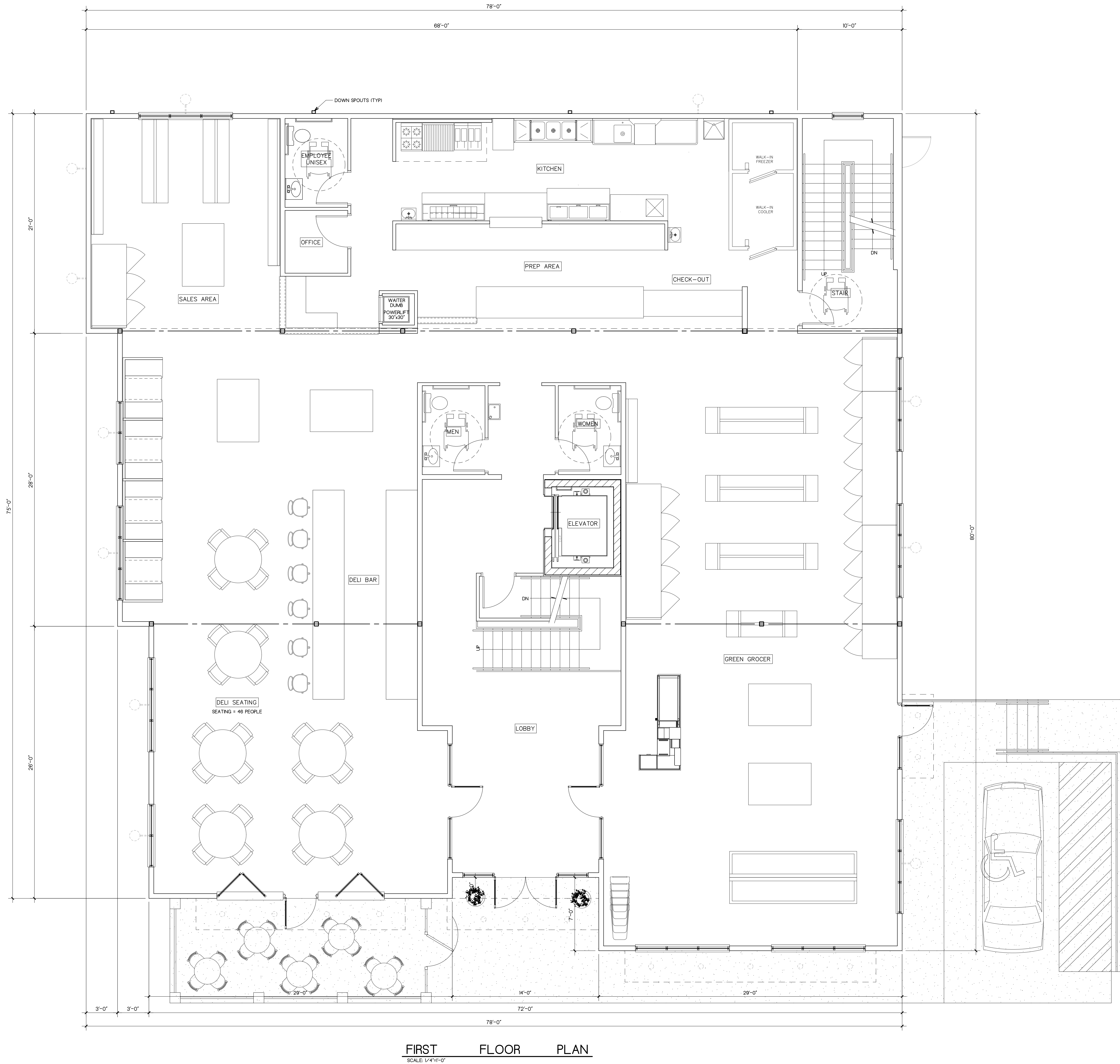
BASEMENT / FOUNDATION PLAN

FARRIS, HANSEN & ASSOCIATES, INC.
Engineering, Architecture, Surveying
7 Ridgeway Court P.O. Box 437
ELKHORN, WISCONSIN 53121
Office: (262) 723-2098
Fax: (262) 723-5866

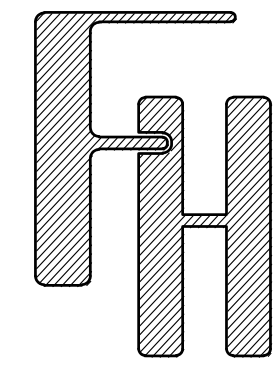
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REV 44 - MISD REVISIONS
RS 08/09/2023

PROJECT NO:
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DATE:
05/30/2023
SHEET NO:
4 of 6

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



PROPOSED BUILDING
1 EAST GENEVA CENTER
EAST GENEVA STREET & WALWORTH AVENUE
WILLIAMS BAY, WALWORTH CO., WISCONSIN

FIRST FLOOR PLAN

FARRIS, HANSEN & ASSOCIATES, INC.
Engineering, Architecture, Surveying
7 Ridgeway Court P.O. Box 437
ELKHORN, WISCONSIN 53121
Office: (262) 723-2098
Fax: (262) 723-5866

REVISIONS
REV 44 - MISC REVISIONS
06/09/2023

PROJECT NO:
3052KEG.23
DATE:
05/30/2023
SHEET NO:
5 of 6

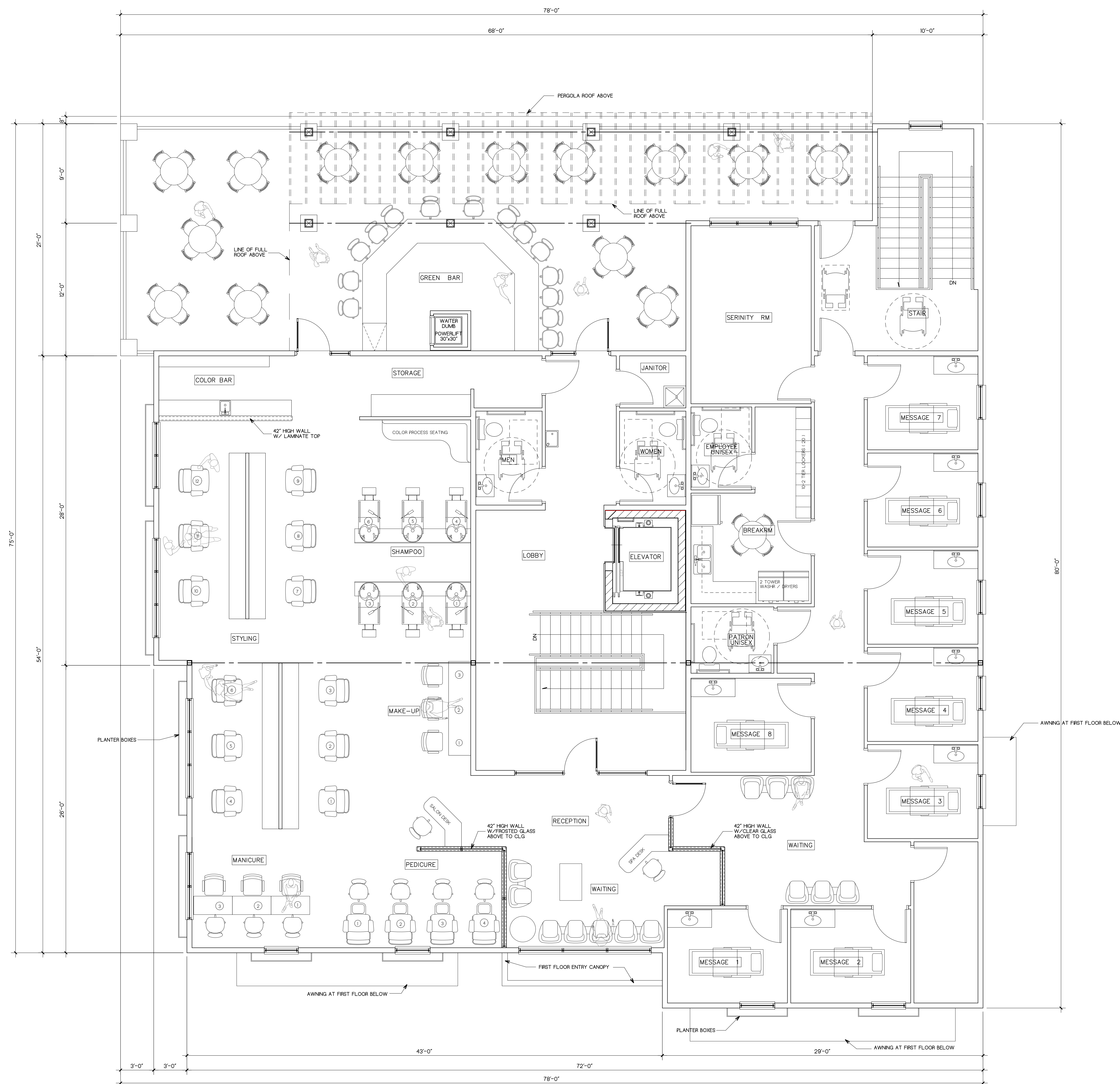


SECOND FLOOR PLAN

FARRIS, HANSEN & ASSOCIATES, INC.
Engineering, Architecture, Surveying
7 Ridgeway Court P.O. Box 437
ELKHORN, WISCONSIN 53121
Office: (262) 723-2098
Fax: (262) 723-5886

REVISIONS
REV #4 - MISC REVISIONS
BS 08/01/2023

PROJECT NO.	3052.KEG.23
DATE	05/30/2023
SHEET NO.	6 of 6



SECOND FLOOR PLAN

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

DOCUMENT#: 1082728
08-11-2023 at 2:23 PM
MICHELE JACOBS
REGISTER OF DEEDS
WALWORTH COUNTY, WISCONSIN
Pages: 7 Fee Amount: \$30.00

EASEMENT AGREEMENT

Document Number

Document Title

Recording Area

Name and Return Address

Scott Christian
1624 Hobbs Dr.
Delavan, WI 53115

WOP 00088 & WOP 00090

Parcel Identification Number (PIN)

This documents was drafted by:
Thorpe & Christian, S.C.
Attorney Scott T. Christian
Delavan, Wisconsin

EASEMENT AGREEMENT

This Easement Agreement ("Agreement") is made as of this 21st day of July, 2023, by Dancing Dudes, LLC ("Dancing Dudes")

The following recitals of fact are a material part of this Agreement.

A. Dancing Dudes is the owner of a certain parcel of land in the Village of Williams Bay, County of Walworth, and State of Wisconsin, legally described as follows:

The West 125 feet of Lot 2 in Block 7, in the Original Plat of the Village of Williams Bay; also commencing at the NW corner of Lot 1, Block 7, in the Original Plat of the Village of Williams Bay, thence E along the S line of Geneva Street 125.6 feet to the line between the Townships of Linn and Walworth; thence South along the Said Townline to the S line of Lot 1, thence W to the W line of said Lot 1, and thence N to the place of beginning. Excepting therefrom the following: Commencing at a point in the N line of said Lot 1 where the E line of Township 1 North, Range 16 East crosses said N line of said lot, running thence S to the S line of Lot 2, thence W along the S line of lot 2, 30 feet, thence N to Geneva Street, thence E to the place of beginning, also excepting Vol. 641 on page 411, the S 5 feet of the W 95 feet of Lot 2 in Block 7 in the Original Plat of the Village of Williams Bay, Walworth County, Wisconsin.

Tax Key No. WOP 00088

(hereinafter "Servient Parcel").

B. Dancing Dudes is the owner of property abutting the Servient Parcel legally described as follows:

The South Five (5) feet of the West 95 feet of Lot Two (2) in Block Seven (7), in the Original Plat of the Village of Williams Bay, Walworth County, Wisconsin. Also being at the northwest corner of Lot 3 of Block 7 of the Original Plat of the Village of Williams Bay, Wisconsin; thence run east along the north line of Lot 3 a distance of one hundred thirty (130) feet to a point; thence run due south along a line parallel with the west line of Lot 3 a distance of forty (40) feet to a point; run thence westerly along a line parallel with the north line of Lot 3 a distance of one hundred thirty (130) feet to the west boundary line of Lot 3; thence north along the west boundary line of said Lot 3 to the place of beginning.

Tax Key No. WOP 00090

(hereinafter "Benefitted Parcel").



C. Dancing Dudes wishes create and grant to the Benefitted Parcel a certain easement, in, upon, over and across the Servient Parcel for the benefit of the Benefitted Parcel, its successors and assigns, all as more fully set forth below.

D. The purpose of said easement is to allow for vehicular access to and from the Benefitted Parcel over the Servient Parcel.

NOW, THEREFORE, in consideration of the mutual covenants herein set forth and other good and valuable consideration, the receipt of which are hereby acknowledged, the following grants, agreements and covenants are made:

1. **Incorporation of Recitals.** The recitals set forth above are incorporated herein by reference as if set forth at length herein.

2. **Grant of Easements.** Dancing Dudes hereby grants and conveys to the Benefitted Parcel a non-exclusive easement over the area depicted in Exhibit "A", attached hereto and incorporated herein by reference, ("Access Easement Area") to allow for vehicular ingress and egress over said Access Easement Area to and from the Benefitted Parcel and for no other purpose. The use of said Access Easement Area shall be limited to the owners of the Benefitted Parcel, and the tenants, occupants, invitees, agents, and contractors of the Benefitted Parcel.

3. **Maintenance.** The maintenance of the Access Easement Area shall be the full responsibility of the Servient Parcel.

4. **Indemnification.** The owners of the Benefitted Parcel do hereby indemnify and hold harmless the Servient Parcel, its owners and successors and assigns, and shall defend them and each of them from and against any and all claims, actions, damages, liability, losses, expenses and liens arising out of any occurrence causing injury or damage to any persons or property, whomsoever or wheresoever, and resulting from or caused by acts or omissions of the Benefitted Parcel, their tenants, employees, agents, contractors, visitors in exercising any of their rights and privileges granted herein, including but not limited to, the right of ingress and egress over the Access Easement Area as created by this Agreement.

5. **Covenants to Run With the Land.** The easement created by this Agreement shall run with the land and create an equitable servitude in favor of the Benefitted Parcel (over the Access Easement Area), and shall bind every person having any fee, leasehold or other interest in the Servient Parcel or the Benefitted Parcel and shall inure to the benefit of the respective parties and their successors, assigns, heirs and personal representatives.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date and year first written above.

Dancing Dudes, LLC (Owner of Servient Parcel)

By: 
Jennifer Vieth, Member

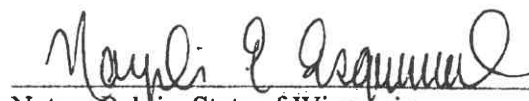
By: 
Dawn Marie Mancuso, Member

By: 
Jane Larson, Member

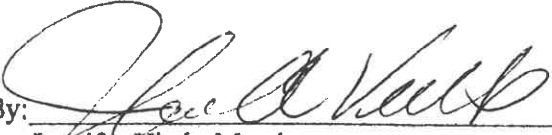
STATE OF WISCONSIN)
)SS.
COUNTY OF WALWORTH)

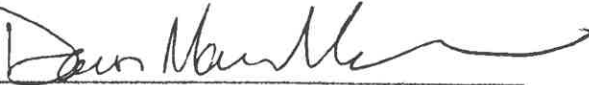
Personally came before me this 2nd day of July, 2023, the above-named Jennifer Vieth , Dawn Marie Mancuso, and Jane Larson to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.




Notary Public, State of Wisconsin
My Commission: 04/18/2023 - 04/18/2027

Dancing Dudes, LLC (Owner of Benefitted Parcel)

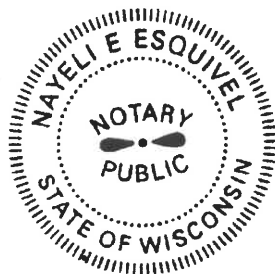
By: 
Jennifer Vieth, Member

By: 
Dawn Marie Mancuso, Member

By: 
Jane Larson, Member

STATE OF WISCONSIN)
)SS.
COUNTY OF WALWORTH)

Personally came before me this 21st day of July, 2023, the above-named Jennifer Vieth ,
Dawn Marie Mancuso and Jane Lason to me known to be the person(s) who executed the foregoing
instrument and acknowledged the same.



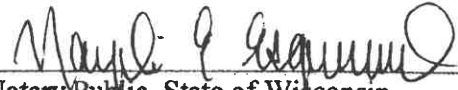
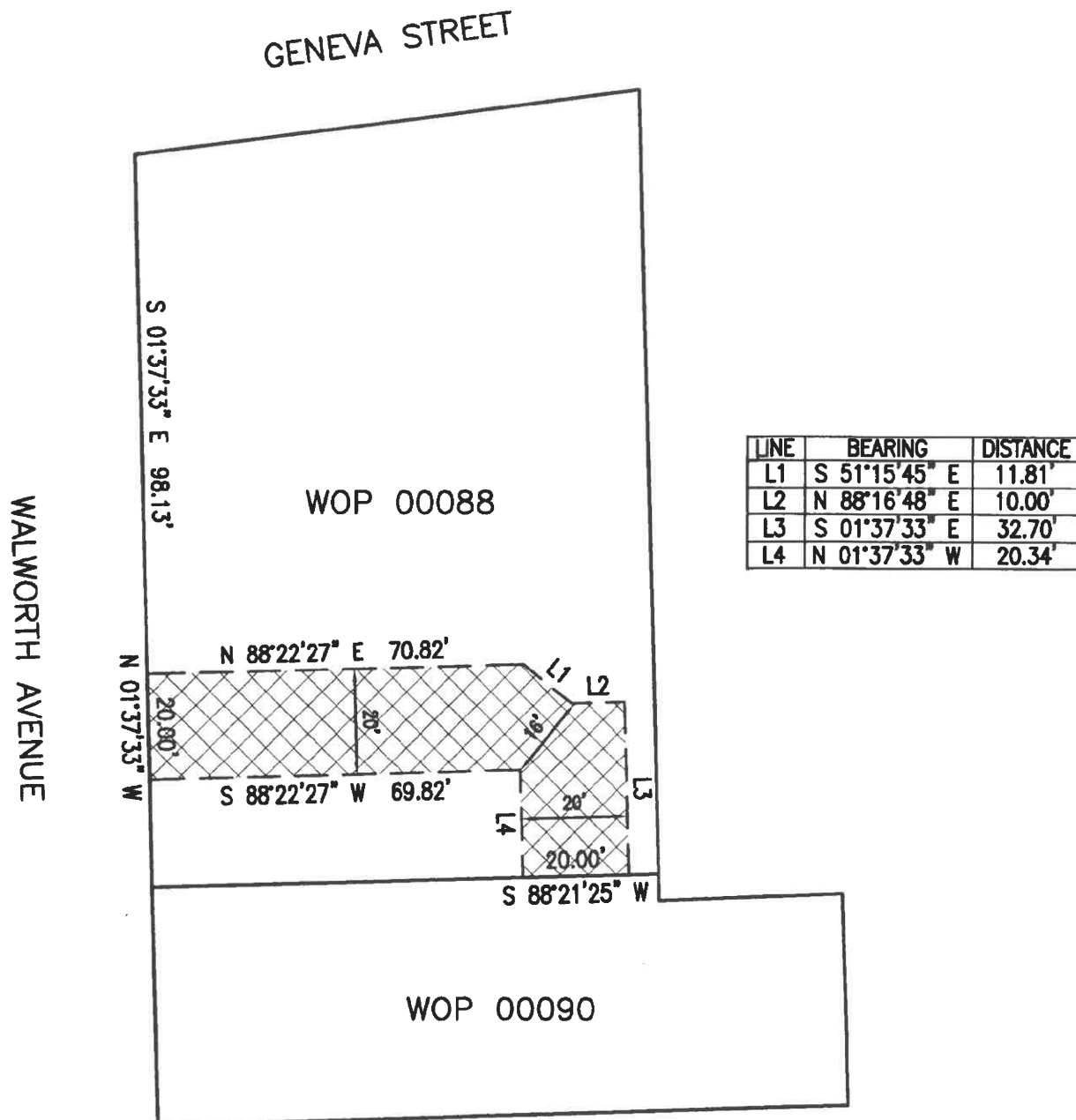

Notary Public, State of Wisconsin
My Commission: 04/19/2023 - 04/18/2027

EXHIBIT "A" TO EASEMENT AGREEMENT

Access Easement Area



LEGAL DESCRIPTION — ACCESS EASEMENT

PART OF LOTS 1 AND 2 OF BLOCK 7 OF THE ORIGINAL PLAT OF THE VILLAGE OF WILLIAMS BAY, LOCATED IN PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 1, TOWN 1 NORTH, RANGE 16 EAST, VILLAGE OF WILLIAMS BAY, WALWORTH COUNTY, WISCONSIN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF OF BLOCK 7 OF THE ORIGINAL PLAT OF THE VILLAGE OF WILLIAMS BAY; THENCE ALONG THE WESTERLY BOUNDARY OF SAID BLOCK 7, S 01DEG 37MIN 33SEC E, 98.13 FEET TO THE POINT OF BEGINNING; THENCE N 88DEG 22MIN 27SEC E, 70.82 FEET; THENCE S 51DEG 15MIN 45SEC E, 11.81 FEET; THENCE N 88DEG 16MIN 48SEC E, 10.00 FEET; THENCE S 01DEG 37MIN 33SEC E, 32.70 FEET TO THE NORTHERLY BOUNDARY OF THE SOUTHERLY 5 FEET OF THE WESTERLY 95 FEET OF LOT 2 OF SAID BLOCK 7; THENCE ALONG SAID NORTHERLY BOUNDARY, S 88DEG 21MIN 25SEC W, 20.00 FEET; THENCE N 01DEG 37MIN 33SEC W, 20.34 FEET; THENCE S 88DEG 22MIN 27SEC W, 69.82 FEET TO THE WESTERLY BOUNDARY OF SAID BLOCK 7; THENCE ALONG SAID WESTERLY BOUNDARY, N 01DEG 37MIN 33SEC W, 20.00 FEET TO THE POINT OF BEGINNING.

Village of Williams Bay
Office of Zoning Administrator
Evaluation Report for Plan Commission Meeting
September 12th, 2023

Applicant: Dancing Dudes, LLC (Owner)

Tax Key: WOP 00088

Street Address 1 E. Geneva St., Village of Williams Bay

Response to Staff Comments:

(f) Projected number of daily employees: The Green Grocer expects to employ approximately 7 – 11 employees per day. The Green Grocer expects to see 100 – 120 customers off season from October to May and in season 150 – 200 per day. Clear Waters Salon Med Spa expects to employ 9 – 21 service providers and support staff per day depending upon the day of the week. Clear Waters Salon Med Spa expects to see 20 - 60 guests per day in the off season and 30 – 85 guests per day in season.

(h) Operational considerations relating to hours of operation, projected normal and peak water usage and sanitary sewer. Based upon 2022/2023 water and sewer bills; we expect the average usage to be 47,000 gallons per quarter and 55,000 gallons during peak season. Regarding traffic, there will be no traffic generation from the site because there are no residential units included in the development.

(i) Operational considerations relating to potential nuisance creation pertaining to noncompliance with the performance standards addressed in Article 8 including street access (see building plans) traffic visibility, parking (see registered document) loading (see building plans) exterior storage (none) exterior lighting (see building plans). The additional concerns of vibration, noise, air pollution, odor, electromagnetic radiation, glare and heat, fire, and explosion, toxic or noxious materials, waste and hazardous materials. No such nuisances will be created, and the proposed development shall comply with all requirements of section 390-0812 through 390-0820.

(j) Proposed exterior building and fencing materials. Building materials will be presented at the meeting with sample siding and cedar shake boards. Fencing will be black wrought iron enclosing the exterior garden in front of the coffee shop door.

Bonnie Schaeffer

From: Dawn Mancuso <dmmancuso@icloud.com>
Sent: Tuesday, September 5, 2023 12:27 PM
To: Bonnie Schaeffer
Subject: Re: Village of Williams Bay

Bonnie,
Clear Waters Salon Med Spa
Sunday 9-3 pm
Monday 9-5 pm
Tuesday - Thursday 8-8 pm
Friday 8-7 pm
Saturday 9-5 pm

The Green Grocer
Sunday 7-5 pm
Monday - Thursday 7-7 pm
Friday 7-8 pm
Saturday 7-7 pm

Kind Regards,
Dawn Marie
Clear Waters Salon Med Spa
& Green Grocer

Recommendation of Conditional Approval

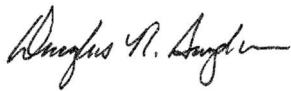
Green Grocer/Clearwater Spa – 1 East Geneva Center

August 23, 2023

We reviewed the attached site plan, dated May 30, 2023, with revisions dated August 22, 2023, by Farris, Hansen, and Associates. We recommend the Village approve the plan with the following conditions:

- Remove the handicap stall shown in the first-floor plan on Sheet 5 of 6.
- Verify that the handicap stall on Walworth Avenue maintains 2% max slope in all directions.
- Obtain a zoning permit for the improvements shown on 69 N. Walworth Avenue prior to issuance of building permit. There are future improvements shown on this property that are meaningless without the ability to require the improvements.
- The retaining wall on the east property line must be completely rebuilt; the replacement wall shall have a maximum height of 30 inches above the grade level of the property to the east; the existing stone may be reused. Drainage through the retaining wall to the east property, even during heavy rains, is not acceptable.
- Provide a landscaping plan for approval prior to building permit. There are plantings shown on the site plan without any reference to the plantings used.
- Provide a similar site plan for review prior to building permit. Include stormwater calculations, water meter sizing calculations, retaining wall details, retaining wall calculations, erosion control measures, and engineering seal.

Status of Engineer's Approval: Recommend Approval with Conditions

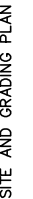


Douglas R. Snyder, P.E.

C: w/Encl via Email:

Bonnie Schaeffer, Zoning Administrator

EAST GENEVA STREET & WALWORTH AVENUE
WILLIAMS BAY, WALWORTH CO., WISCONSIN



ENGINEERING – ARCHITECTURE – SURVEYING

REVISIONS
3/2023 - TS S. SPELLINGS, AND S
8/2023 - TS INCE
4/2023 - TS INCE REV #3
2/2023 - DHIC D GREASE TRAP
1/2023 - TS INCE
6/2023 - TS INCE
2/2023 - TS INCE

PROJECT NO.	052.KEG.23
DATE	5/30/2023
SHEET NO.	1 OF 6

Page 36 of 56

 = EXISTING GROUND ELEVATION
 = EXISTING LAND CONTOURS
 = PROPOSED LAND CONTOURS

N.T.S.

STONE INFILTRATION TRENCH CROSS SECTION

\\Projects\3052\3052_KEG_22\3052_KEG_22_SGBLCP.dwg



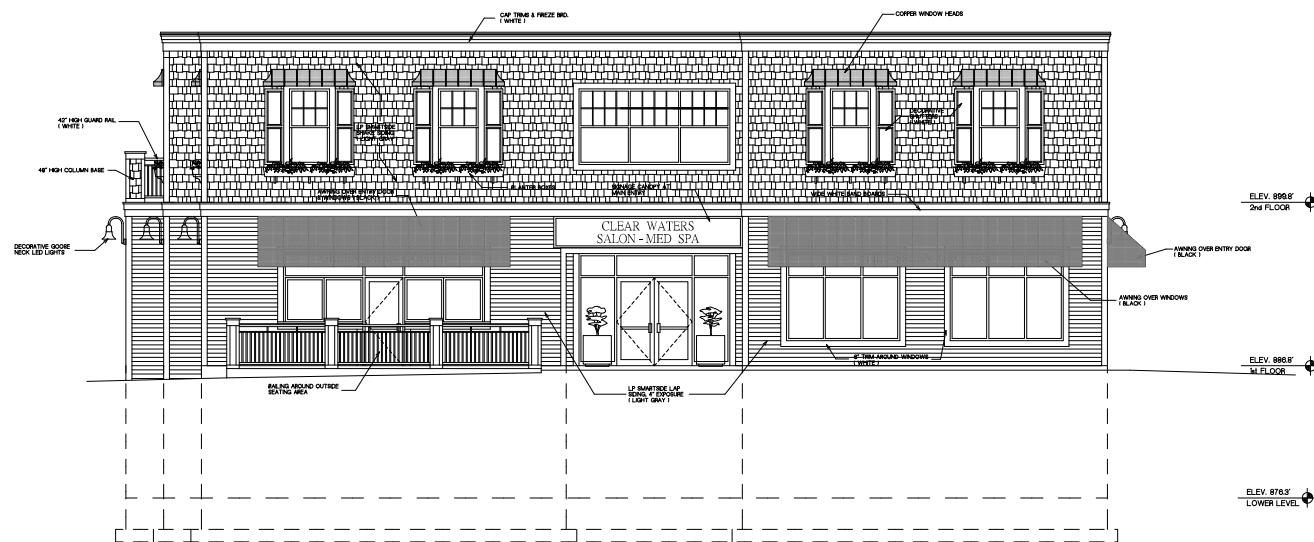
PROPOSED BUILDING
1 EAST GENEVA CENTER
EAST GENEVA STREET & WALWORTH AVENUE
WILLIAMS BAY, WALWORTH CO. WISCONSIN

WEST ELEVATION
NORTH ELEVATION

FAIRBANKS, HANSEN & ASSOCIATES, INC.
Engineering & Architecture
1000 North 1st Street, Suite 200
Eau Claire, WI 54601
Office: (608) 733-5088
Fax: (608) 733-5888

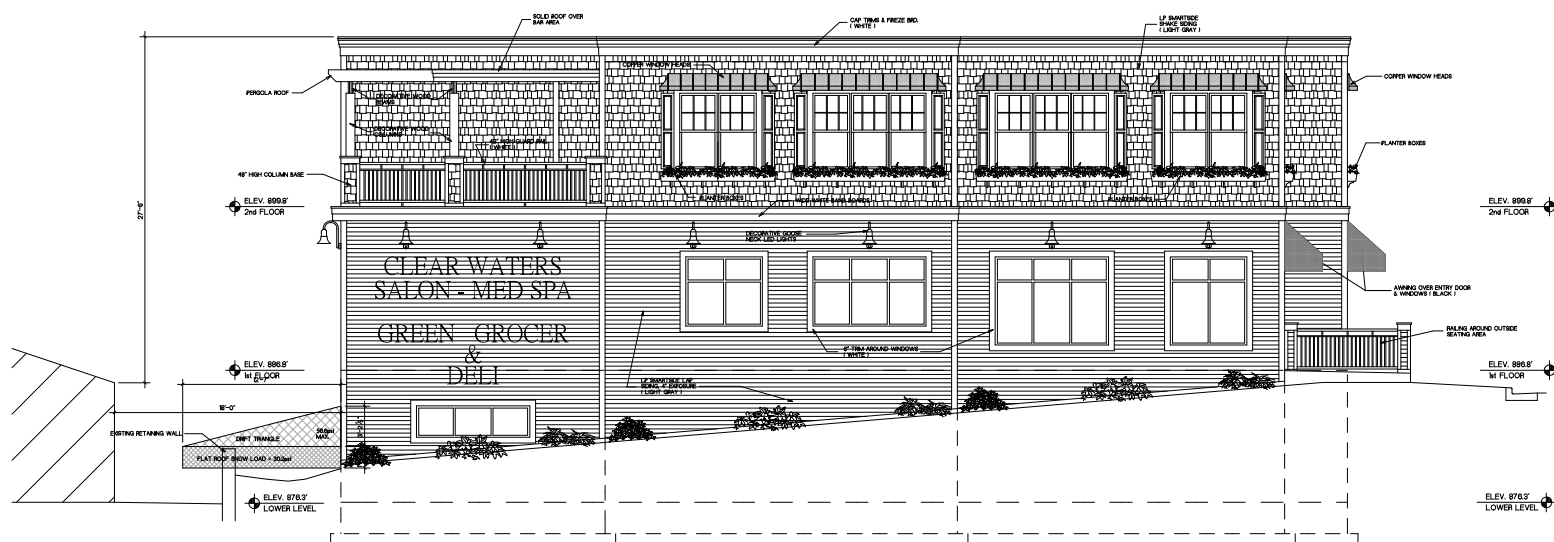
REVISIONS
BY ALL L&E REVISIONS
BY 06-07-2023

PROJECT NO.
3052KEG.23
DATE
05/30/2023
SHEET NO.
2 of 6



WEST ELEVATION

SCALE 1/4\"/>



NORTH ELEVATION

SCALE 1/4\"/>

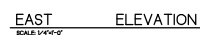


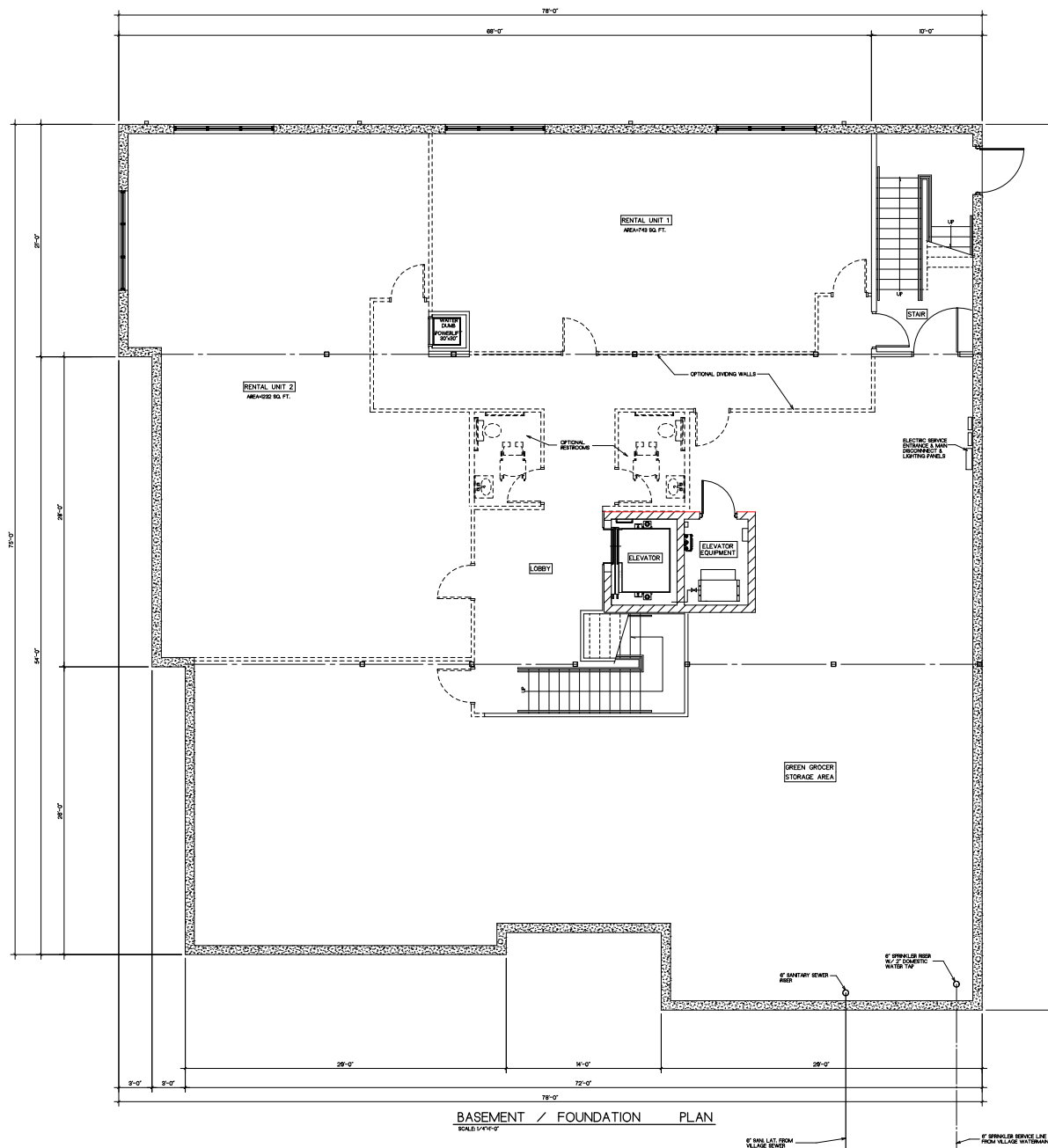
EAST ELEVATION

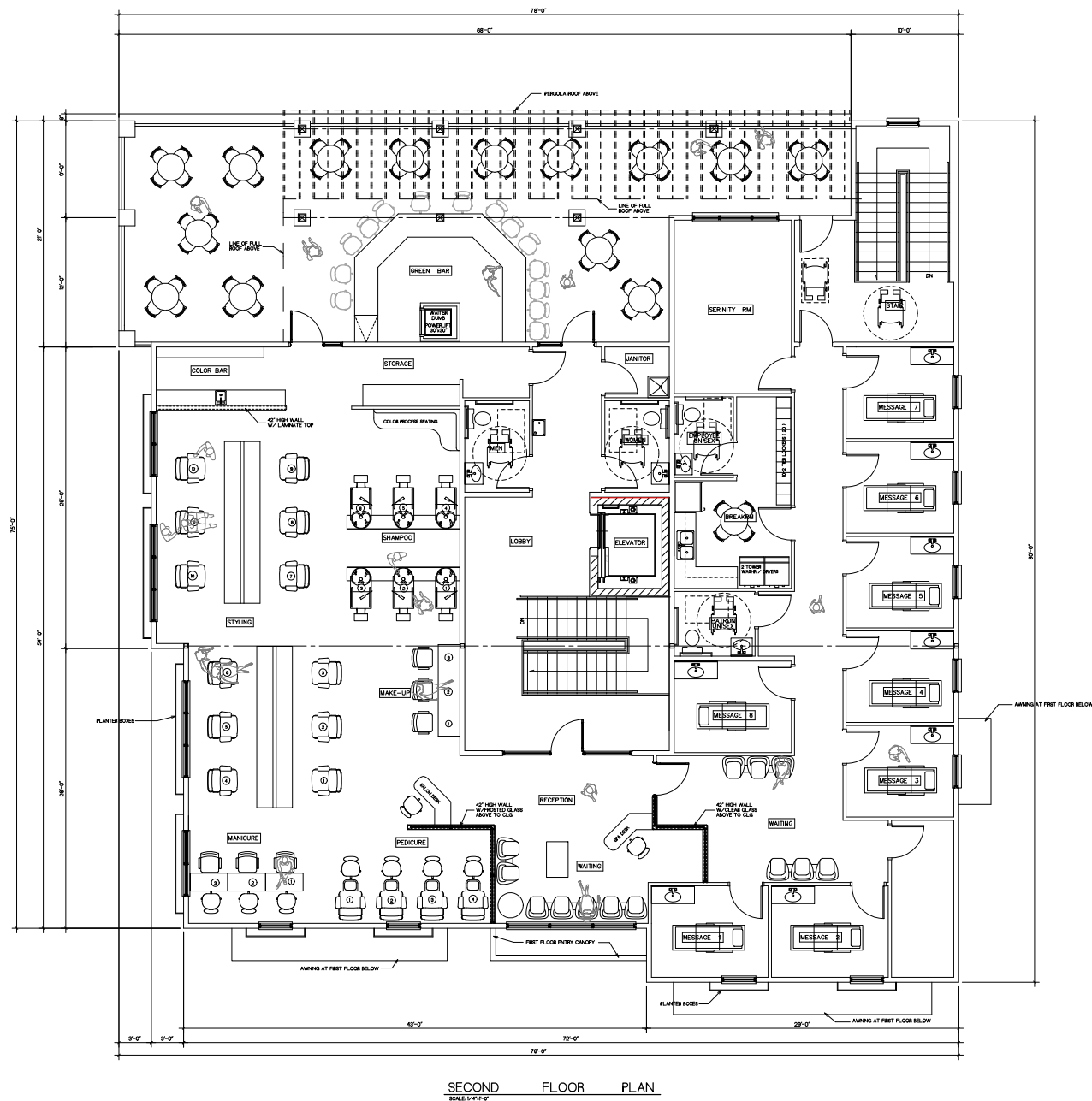
FARRIS, HANSEN & ASSOCIATES, INC.
Engineering, Architecture, Surveying
7 Ridgeway Court P.O. Box 437
ELKHORN, WISCONSIN 53121
Office: (262) 723-2098
Fax: (262) 723-5886

REVISIONS
REV #1 - MSC REVISION
88 08/01/2023

PROJECT NO.	3052KEG.23
DATE	05/30/2023
SHEET NO.	3 of 6









VILLAGE OF WILLIAMS BAY

Office of Zoning Administrator

Evaluation Report Plan Commission Meeting September 12, 2023

September 5, 2023

APPLICANT: Dancing Dudes, LLC (Owner)

TAX KEY: WOP 00088

STREET ADDRESS: 1 E. Geneva St, Village of Williams Bay

Applicant is requesting a conditional use per 390.0805(S)(1) *Parking within the Village Center*: Private, off-street parking may be allowed within the VC District only with a conditional use permit.

The Applicant requests to include on-site parking for 12 – 14 vehicles as part of a new commercial development. Recommended for approval at the July 11, 2023 Plan Commission meeting.

Applicant is requesting a conditional use per Figure 390.1218 *Density, Intensity, and Bulk Regulations within the Village Center Zoning District*: Maximum front and street side yard setback 5 feet, more with a conditional use permit. The Applicant requests to have a 10' street yard setback on the Walworth Avenue side (front) of a new commercial building. Recommended for approval at the July 11, 2023 Plan Commission meeting.

Applicant is requesting approval of a site plan for commercial development in the Village Center District per Section 390-1206 *Site Plan* and Section 390-0705 *VCO Village Center Design Overlay District*.

Staff Comments:

- The application is complete and includes all information outlined in Section 390-1206.D. Existing zoning district(s) [and proposed zoning district(s) if different];
 - (b) Future Land Use Map designation(s);
 - (c) Natural Resources Site Evaluation Worksheet (§ 390-0404); **Not needed**
 - (d) Inventory of land uses currently present on the subject property; **None**
 - (e) Proposed land uses for the subject property (per Article 3);
 - (f) Projected number of residents, employees, and daily customers; **See Supplemental Info Sheet**
 - (g) Proposed number of dwelling units, floor area, impervious surface area, and landscape surface area, and resulting site density, and landscape surface ratio; **Included**
 - (h) Operational considerations relating to hours of operation, projected normal and peak water usage, sanitary sewer or septic loadings, and traffic generation; **See Supplemental Info Sheet**
 - (i) Operational considerations relating to potential nuisance creation pertaining to noncompliance with the performance standards addressed in Article 8 including street access, traffic visibility, parking, loading, exterior storage, exterior lighting, vibration, noise, air pollution,

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | USA | williamsbay.org

Email: inspector@williamsbay.org | Phone: 262-245-2704 | Fax: 262-245-2705

odor, electromagnetic radiation, glare and heat, fire and explosion, toxic or noxious materials, waste materials, drainage, and hazardous materials. If no such nuisances will be created (as indicated by complete and continuous compliance with the provisions of Sections 390-0812 through 390-0820), then the statement "The proposed development shall comply with all requirements of section." shall be submitted; **See Supplemental Info Sheet**

(j) Proposed exterior building and fencing materials (§§ 390-0802 and 390-0809); **See Plan Set**

(k) Possible future expansions and related implications for Subsection D(1)(a) through (j) above;

- **The Village Engineer memo dated August 23, 2023, recommends conditional approval regarding stormwater management and other site plan elements.**
 - Per Section 390-1206.E(7): Review and recommendation by the Plan Commission.
- (a) The Plan Commission, in its consideration of the submitted application, shall take into account the basic intent of this chapter to ensure attractive, efficient, and appropriate development of land in the Village, and to ensure that every reasonable step has been taken to avoid depreciating effects on surrounding property and the natural environment. In its review, the Plan Commission may require such additional measures and/or modifications as it deems necessary to accomplish this objective. If such additional measures and/or modifications are required, the Plan Commission may withhold approval of the site plan until revisions depicting such additional measures and/or modifications are submitted to the satisfaction of the Plan Commission or may approve the application subject to the satisfaction of the Zoning Administrator. Such amended plans and conditions applicable to the proposed use shall be made part of the official record, and development activity on the subject property may not proceed until the revised application has been approved by one of the two above procedures as directed by the Plan Commission.
- (b) In its review of the application, the Plan Commission may make findings on each of the following criteria to determine whether the site plan shall be approved, approved with modification, or denied:
1. All standards of this chapter and other applicable Village, state, and federal regulations are met.
 2. The public health and safety are not endangered.
 3. Adequate public facilities, utilities, and open space areas are provided.
 4. Adequate control of stormwater and erosion is provided and the disruption of existing topography, drainage patterns, and vegetative cover is minimized insofar as is practical.
 5. Appropriate traffic control and parking are provided.
 6. Applicable performance standards, per Article 8, are met.

Respectfully submitted,

Bonnie Schaeffer
Zoning Administrator

Officer Mark Erickson has served our community for 22 years. During that time, he has worn many hats, serving as a patrol officer, a firearms instructor, an evidence technician, a Field Training Officer, and a School Resource Officer. He is well known in our community, and it is not uncommon for residents to call up and ask for him specifically when needing an officer to handle a case or file a report. Residents' faces light up when they see him, and former students waive him down to say hello. If you go anywhere in the community with him, you must plan on being delayed for hours based on his popularity alone. Yet he is the most humble man you will ever meet. Officer Erickson lives by the motto, "Seek, courage, and strength through Him, Christ Jesus." In a job where it is easy to become cynical and worn down, Mark continues to come to work with a smile on his face, treating each individual he encounters with the utmost respect and sincerity, and leads the department as an example for others to follow. Outside of our community, he is well respected amongst other officers and other jurisdictions. You won't meet anyone who has an ill word to say about Officer Erickson. In fact, it is just the opposite. Most people get a big grin on their face and cannot wait to tell story after story about how he brightened their day, showed up when no one else would, or lent a helping hand when he could have easily looked the other way. We talk a lot in our department about always leaving a person in a better state than when we found them. Office Erickson is the true embodiment of this philosophy. It has been an honor to work with him, and our community is all the better because he is here.

DEVELOPMENT AGREEMENT (CLOVER STREET AND WILLIAMS STREET)

This Agreement is entered into by and between the Village of Williams Bay, a Wisconsin Municipal Corporation (the Village), Biomedical Medical Partners LLC (Leahy) and Davjan Real Estate Ventures LLC (Filter) effective on the last date of the signature of the parties.

WHEREAS, Leahy is the owner of a parcel of land located adjacent to Clover Street within the Village described as Tax Parcel ID Number WA506300001/Lot 1 CSM No. 5063 (Leahy Property); and

WHEREAS, Filter is the owner of two parcels of land located adjacent to Clover Street within the Village described as Tax Parcel ID Number WA506100002/Lot 2 CSM No. 5061 (Filter Property 2) and Tax Parcel ID Number WA506100001/Lot 1 CSM No. 5061 (Filter Property 1) and one parcel of land located adjacent to Williams Street described as Tax Parcel ID Number WA506100003/Lot 3 CSM No. 5061 (Filter Property 3); and

WHEREAS, the Village wishes to extend the existing water main located within the Clover Street right-of-way to the north terminus of Clover Street and from that point due east along the north boundary of Filter Property 2 and Filter Property 3 to the water main located in the Williams Street right-of-way (Water Main Extension); and

WHEREAS, by constructing the Water Main Extension the Village can offer water service to additional parcels and eliminate a dead-end in the current water main in the Clover Street right-of-way, so as to increase the quality of said water by providing greater water flow through the water main, and provide for increased fire protection through the installation of a hydrant near the north terminus of Clover Street; and

WHEREAS, Leahy and Filter wish to access the Water Main Extension to provide water service to their respective properties, and the Village wishes to provide that access in exchange for an agreed-upon cost share between the Village, Leahy and Filter for the cost of construction of the Water Main Extension; and

WHEREAS, Filter furthermore agrees, as shown on CSM 5061, attached as Exhibit B, to grant the Village an easement to locate, construct and maintain a portion of the Water Main Extension within the north 20 feet of Filter Property 2 and Filter Property 3 at no cost to the Village.

NOW, THEREFORE, it is agreed by and between the Village, Leahy and Filter as follows:

1. Village, Leahy and Filter agree to fund the cost of construction of the Water Main Extension in the amounts as set forth in the attached Exhibit A, which is incorporated herein. Leahy and Filter's respective share of the cost of construction shall not exceed the Approximate Cost for Each Owner ("Respective Share"). If the costs to construct the Water Main Easement are less than estimated, Leahy and Filter shall only be responsible for their percentage share but said share shall not exceed the "Approximate Cost" shown on Exhibit A. Subject to Provision 4, Leahy and Filter shall not be responsible for any additional payments or assessments related to the Water Main Extension.
2. Filter shall provide the Village with a signed written easement to permit the Village to locate, construct and maintain a portion of the Water Main Extension within the north 20 feet of Filter Property 2 and Filter Property 3, at no cost to the Village, prior to construction of the Water Main Extension.

3. After construction of the Water Main Extension, the Village shall invoice Leahy and Filter for their Respective Share of said Water Main Extension. Payment of their respective invoice shall be due within 45 days of the date of said invoice, and be made payable to the Village at the office of the Village Clerk.
4. In the event of nonpayment of their Respective Share by either Leahy or Filter, the amount of the invoice may be assessed by the Village against the above-described property of the nonpaying party, as a special charge.
5. The parties to this Agreement may execute it in multiple counterparts, each of which constitutes an original, and all of which, collectively, constitute one agreement. The signatures of all parties need not appear on the same counterpart, and delivery of an executed counterpart signature by facsimile or by E-mail in portable document format (PDF), is as effective as executing and delivering this Agreement in the presence of the other parties to this Agreement. In proving this Agreement, a party must produce or account only for the executed counterpart of the party to be charged.

The parties have caused this Agreement to be duly executed by their respective duly authorized representative.

BIOMEDICAL MEDICAL PARTNERS, LLC

By: _____
Authorized Representative

(Print Name)

DAVJAN REAL ESTATE VENTURES, LLC

By: _____
Authorized Representative

(Print Name)

Approved by the Village Board of Village of Williams Bay this _____ day of _____, 2023.

VILLAGE OF WILLIAMS BAY

By: _____
William Duncan, Village President

ATTEST

By: _____
Tina Kolls, Clerk

Exhibit A
Water Main Extension Cost Share
Clover Street and Williams Street Water Main Loop
Village of Williams Bay

Opinion of Probable Cost

Item	Approximate Quantity	Unit Price	Amount
Assessible Cost			
Mobilization	1 Lump Sum	\$ 8,000	\$8,000
8-Inch Open-Cut Water Main with Granular Backfill	235 Lineal Feet	\$ 110	\$25,850
8-Inch Open-Cut Water Main with Spoil Backfill	265 Lineal Feet	\$ 80	\$21,200
Mainline Valves	2 Each	\$ 3,000	\$6,000
Hydrants	1 Each	\$ 7,500	\$7,500
Water Service Connections and Laterals	5 Each	\$ 3,000	\$15,000
Connection to Existing Main	2 Each	\$ 3,000	\$6,000
	Subtotal		\$81,550
Engineering and Contingencies - Approx 15 Percent			\$12,000
Assessible Project Cost			\$93,550
Non- Assessible Cost			
Pavement Replacement	570 Square Yard	\$ 50	\$28,500

Cost Calculation

Cost for each Owner with Village Paying Remainder of Assessible Cost and All of Non-Assessible Cost

	Percent of Non- Assessible Cost	Agreement - % of Assessible Cost	Approximate Cost for Each Owner
Leahy - Lot 1 of CSM 5063	0	25.00	\$23,388
Filter - Lot 1 of CSM 5061	0	44.44	\$41,573
Filter - Lot 2 of CSM 5061	0	25.28	\$23,653
Village	100	5.28	\$33,436
		Project Cost =	\$122,050



MEMORANDUM

DATE: OCTOBER 16, 2023
TO: VILLAGE TRUSTEES
FROM: TINA KOLLS, VILLAGE CLERK
RE: OPERATOR LICENSE APPLICATIONS

The following License applications have been filed with the Village Clerk.

All applications have completed a records check, and PASS/FAIL suggestions have been made by the Williams Bay Police Department based on their findings.

Original/ Renewal	Name	Address	Establishment	Record Check
O	Cynthia P Parra	2817 Mabie St Delavan, WI 53115	Citgo Bayside	P

ORDINANCE #2023-09
AN ORDINANCE AMENDING SECTION 22-1D. OF THE CODE OF ORDINANCES OF THE
VILLAGE OF WILLIAMS BAY CONCERNING THE MUNICIPAL JUDGE BOND AND OATH

WHEREAS, the Village of Williams Bay Building, Zoning and Ordinance Committee having recommended the amendment of Section 22-1D. of the Code of Ordinances to bring same into compliance with the applicable statutory requirements of Wis. Stat. § 755.03, concerning the oath and bond of the municipal judge; and

WHEREAS, the Village Board of the Village of Williams Bay, having determined that it is appropriate to accept the recommendation of the Building, Zoning and Ordinance Committee and amend Section 22-1D. of the Code of Ordinances in order to bring same into compliance with the statutory requirements of Wis. Stat. §755.03, concerning the oath and bond of the municipal judge.

NOW, THEREFORE, the Village Board of the Village of Williams Bay do hereby ordain as follows:

Section I. Section 22-1D. of the Code of Ordinances of the Village of Williams Bay is hereby amended to read as follows:

D. Bond; oath.

(1) The Municipal Judge, ~~shall execute and file with the Clerk of the Courts for Walworth County the oath after election or appointment, shall take and file with the Village Clerk the official oath as~~ prescribed in § 757.02 (1), Wis. Stats., and at the same time execute and file with the Village Clerk an official bond in such amount as shall be fixed by resolution of the Village Board. The Village shall pay the costs of the bond. The judge may not act as such until he or she has complied with the requirements of sub. 2.

~~(2) The Municipal Judge shall not be qualified to act until a certified copy of the bond is filed with the Village Clerk and a certified copy of the Oath is filed with the office of the Director of State Courts as required by § 755.03, Wis. Stats. [Amended at time of adoption of Code (see Ch. 1, General Provisions, Art II)]~~

(2) Within 10 days after the Municipal Judge takes the oath, the judge shall file the oath and the official bond with the Village Clerk. The judge shall file a certified copy of the oath with the Office of Director of State Courts within the 10-day time period after the judge takes the oath.

Section II. This ordinance shall take effect upon passage and publication as provided by law.

Approved by the Village Board of the Village of Williams Bay this _____ day of _____, 2023.

VILLAGE OF WILLIAMS BAY

By: _____
William Duncan, President

Attest: _____
Tina Kolls, Clerk

First Reading: _____
Second Reading: _____
Date Adopted: _____
Date Published: _____

Chapter 331. Trees

§ 331-2. Tree removal.

A. Purpose. The purpose of this section is to:

- (1) Promote the preservation and planting of trees in order to preserve the Village's character as a naturally wooded community.
- (2) Protect the waters of the state and Geneva Lake.
- (3) Preserve and enhance property values within the village.
- (4) Generally, protect, promote and enhance the quality of life, public health and safety and general welfare of the people in the village.

B. Definitions. As used in this section, the following terms shall have the meanings indicated:

BUILDING ACTIVITY AREA

Upon issuance and for the duration of a building permit, the entire minimum area necessary for the construction of a principal structure, permitted accessory structures, driveway, utility installation or subsequent permitted additions to each. This area shall be defined by the Tree Commissioner at the time of the issuance of the tree removal permit and shall be the smallest possible area that permits the construction of the permitted building or improvement.

REPLACEMENT TREE

A tree of at least 2 inches diameter measured at a point on the tree four feet above grade level that is maintained in a healthy condition and survives one year after planting. This tree shall be of a similar or higher quality than the tree it is replacing.

SHORELAND AREA

A strip of land 35 feet wide inland from Geneva Lake's ordinary high-water mark (864.30 feet MSL elevation) or any navigable stream's ordinary high-water mark.

STEEP SLOPE AREA

Any area of the Village where the slope exceeds 12%.

TREE PRESERVATION AREA

All areas in the Village in which trees are located.

DIAMETER AT BREAST HEIGHT (DBH)

Diameter at breast height, or DBH, is the standard for measuring trees. DBH refers to the tree diameter measured at 4.5 feet above the ground.

PROTECTED TREES

All trees six inches in diameter or larger measured at a point on the tree four feet above grade level shall be protected and require a tree removal permit.

TREE TOPPING

Inappropriate pruning technique to remove the top portion of the tree's main leader(s), resulting in an overall reduction in the tree's height, size and potential health or life expectancy.

CLEAR CUTTING

The one-time, continuing, or cumulative clearing, cutting, harvesting, or other destruction (including by fire) of trees in an area (or combined areas) of more than 30% of the woodlands on a property (or up to 100% for developments approved prior to the effective date of this chapter).

C. Vegetation removal prohibited in shoreland or steep slope areas.

(1) Vegetation removal is prohibited in the shoreland area. Natural shrubbery and all trees shall be preserved in the shoreland area. Where removed as a part of a landscaping plan approved by the Tree Commissioner, they shall be replaced with other vegetation or replacement trees that are equally effective in retarding runoff, preventing erosion and preserving natural beauty. Any shoreland area vegetation removal shall be done during the growing season and shall be stabilized and revegetated or seeded within a two-week period of removal so as to produce a vegetative cover. The approval of the tree removal permit by the Tree Commissioner shall be required prior to natural shrubbery and tree removal in the shoreland area. (See also requirements in Section 390-0822).

(2) Vegetation removal prohibited in steep slope areas. Vegetation removal is prohibited in the Village where the slope exceeds 12%. As a part of a landscaping plan approved by the Tree Commissioner, vegetation may be removed, but shall be replaced with other vegetation or replacement trees that are equally effective in retarding runoff, preventing erosion and preserving natural beauty. Any steep slope vegetation removal shall be done during the growing season and shall be stabilized and revegetated or seeded within a two-week period of removal so to produce a vegetative cover. The approval of a tree removal permit by the Tree Commissioner shall be required prior to natural shrubbery and tree removal in the steep slope area. (See also requirements in Section 390-0822).

D. Tree removal prohibited, exceptions and replacement trees.

(1) Tree removal in tree preservation area prohibited. Except for the exceptions enumerated in the following Subsection D(2), it is prohibited to remove any protected tree or cause any trees to be removed from the tree preservation area of each lot. .

a) No protected tree may be removed or trimmed that is located on public property, other than by the public property owner.

(b) No protected tree may be removed or trimmed that is located on the property of another unless written consent is first obtained from the property owner and a tree removal permit is obtained.

(c) No clear cutting of protected trees from a property shall be permitted.

(d) No tree topping of a protected tree shall be permitted.

(2) Exceptions. This section may not apply to the Village of Williams Bay Department of Public Works, or any planned Village project whether on public or private property, however, applicability shall be determined on a case-by-case basis and each project shall be reviewed by the Village before beginning. Under the following conditions, trees may be removed from the tree preservation area after obtaining a tree removal permit from the Village Tree Commissioner:

(a) Removal of the tree will enhance the tree preservation area, the health of the remaining trees or be consistent with good arboricultural or silvicultural practices.

(b) Removal where said trees represent a danger to property or the health, safety or welfare of any person, or where said tree is dead, dying, diseased, severely damaged or injured to the extent that it is likely to die or become diseased.

(c) Trees may be removed from the building activity area which is minimally necessary to undertake any permitted use by right, accessory use or approved conditional use.

(d) The tree is an "invasive species" tree. An "invasive species" tree shall mean those species so designated on the most recent Wisconsin Department of Natural Resources published list of invasive tree species.

(3) Replacement trees. Whenever possible and when in keeping with good arboricultural or silvicultural practices, replacement trees shall be planted for all removed trees that were not dead, dying, hazardous, or so unsafe, or unsound that they pose a safety risk to the general public. They may be planted in the tree preservation area or in the building activity area after the initial construction activities are completed. All replacement trees must be planted within 30 days of final grading and shall be determined as follows:

(a) For a removed tree with a DBH of 6 to 20 inches: one replacement tree

(b) For a removed tree with a DBH of 20 to 30 inches: two replacement trees.

(c) For a removed tree with a DBH of 30 inches or larger: three replacement trees

E. Tree protection during construction or land disturbance. Where any construction activity, land disturbance or tree removal is taking place on any property, or nearby any adjoining property, the following tree preservation methods and standards must be followed and must be shown in advance on any application for tree removal:

(1) No construction activity, movement or placement of equipment or vehicles, placement of material or spoils or excess soil shall be placed inside the root zone and drip line of any protected tree on the property undergoing construction, as well as any adjoining property.

(2) Temporary proactive fencing shall be installed outside of each protected tree's root zone and drip line, including trees on adjoining properties that may be affected. Said fencing shall remain in place during the entire time of construction, land disturbance or tree removal, and location shall be approved by the Village Engineer or Tree Commissioner.

(3) Such other measures as may be required by the Village of Williams Bay depending on unique or unusual property conditions, tree locations or proposed construction activity or land disturbance.

F. Whenever in this section the planting of replacement trees is required, as an alternative, a fee in the amount of \$400 for each required replacement tree shall be made payable to the Friends of Kishwauketoe, Ltd. Any fee required shall be deposited with the Village Clerk prior to the tree permit being released. The Village Clerk will make a record of the fee, notify the Tree Commissioner, and forward the fee to the Friends of Kishwauketoe, Ltd. [for the planting of replacement tree\(s\).](#)

G Public or utility easement tree trimming. Tree trimming on public rights-of-way, on public easements or on utility easement corridors in the Village shall be done in accordance with accepted arboricultural and silvicultural practices. Any person intending to conduct tree trimming on public rights-of-way, on public easements or on utility easement corridors must first obtain the written permission of the owner of the trees to be trimmed and the written permission of the Tree Commissioner prior to the commencement of such trimming.

H. Soil compaction and earthen stockpiling prohibited. It is prohibited to compact soil or stockpile earthen material within the dripline of any protected tree.

I. Management and care of removed trees or tree branches.

(1) Removal. All trees and tree branches removed or trimmed pursuant to this section must be removed from the owner's property so as to not be allowed to rot or decay upon the property. Such removal is required with 10 days of cutting or trimming.

(2) Exception for firewood. Trees and branches intended for use as firewood may be cut and neatly stacked upon lots or parcels of real estate in the Village.

J. Standards and appeals.

(1) The Tree Commissioner shall comply with good arboricultural or silvicultural practices, and the requirements of all applicable ordinances of the Village of Williams Bay, in granting or denying any permission required of the Tree Commissioner in this section.

(2) Any applicant objecting to any decision of the Tree Commissioner has the right to appeal the decision of the Tree Commissioner to the Village Board. The objecting person must deliver a written appeal to the Village Clerk during ordinary business hours, and within 30 days of the decision of the Tree Commissioner. The Village Clerk will place the appeal upon the agenda of the next available regularly scheduled Village Board meeting, taking into consideration any notice requirements of any relevant open meetings law. The Village Board will review the decision of the Tree Commissioner. Within 60 days of the submission date of the appeal, the Village Board will either affirm the decision of the Tree Commissioner or direct the Tree Commissioner to issue such permit with such conditions as may be appropriate.

ORDINANCE #2023-13
AN ORDINANCE AMENDING SECTION 80-1 OF THE CODE OF ORDINANCES
OF THE VILLAGE OF WILLIAMS BAY REGARDING VILLAGE TREASURER TERM
(Appointed Term Increase From 1 Year to 3 Years)

WHEREAS, Section 80-1 of the Code of Ordinances of the Village of Williams Bay currently stipulates the term of Appointed Officials for the Village of Williams Bay; and

WHEREAS, the Village seeks to increase the Village Treasurer appointment term from one (1) year to three (3) years; and

WHEREAS, the Village Building, Zoning & Ordinance Committee has determined that increasing the appointment term of the Village Treasurer to three (3) years is in the Village's best interests for recruiting and retaining qualified Village Treasurer's.

NOW, THEREFORE, the Village Board of the Village of Williams Bay do hereby ordain as follows:

SECTION I. Section 80-1 of the Code of Ordinances of the Village of Williams Bay is hereby amended to read as follows:

§80-1 Appointed Officials.

The following officials shall be appointed by the Village President and confirmed by the Village Board for terms of one year commencing on May 1 in the year of appointment, unless otherwise noted:

A. Village Attorney.

B. Village Engineer.

C. Clerk.

D. Treasurer. (1) Appointment. The Treasurer shall be appointed by the Village President and confirmed by the Village Board for a term of three (3) years commencing on the day and year of appointment. Should the Village President decline to reappoint an incumbent Treasurer, the Village Board may reappoint the incumbent Treasurer to that office.

E. Assessor.

(1) Confidentiality of information about income and expenses provided to Assessor. Whenever the Assessor, in the performance of the Assessor's duties, requests or obtains income and expense information pursuant to § 70.47(7)(af), Wis. Stats., or any successor statute thereto, such income and expense information that is provided to the Assessor shall be held by the Assessor on a confidential basis, except, however, that the information may be revealed to and used by persons in the discharging of duties imposed by law; in the discharge of duties imposed by office (including, but not limited to, use by the Assessor in the performance of official duties of the Assessor's office and use by the Board of Review in the performance of its official duties); or pursuant to order of a court. Income and expense information provided to the Assessor under § 70.47(7)(af), unless a court determines that it is inaccurate, is per § 70.47(7)(af), not subject to the right of inspection and copying under § 19.35(1), Wis. Stats.

F. Weed and Tree Commissioner.

G. Civil Defense Commissioner.

H. Building Inspector.

[Amended 4-16-2018 by Ord. No. 2018-4]

I. Auditor.

J. Zoning Administrator.[1][Amended 4-16-2018 by Ord. No. 2018-4]

[1] Editor's Note: Original § 1.04(2), regarding Clerk-Treasurer, of the 2011 Code, which immediately followed this subsection, was repealed at time of adoption of Code (see Ch. 1, General Provisions, Art. II).

SECTION II. This ordinance shall take effect upon passage and publication as provided by law.

Approved by the Village Board of the Village of Williams Bay this _____ day of _____, 2023.

VILLAGE OF WILLIAMS BAY

By: _____
William Duncan, President

Attest: _____
Tina Kolls, Clerk

First Reading: _____
Second Reading: _____
Date Adopted: _____
Date Published: _____

DRAFT