



VILLAGE OF WILLIAMS BAY

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OFFICIAL MINUTES PLAN COMMISSION MEETING 10/10/2023 MEETING TUESDAY, OCTOBER 10, 2023 AT 6:30 PM VILLAGE HALL COUNCIL ROOM 250 WILLIAMS STREET WILLIAMS BAY, WI 53191

I. Call to Order

Clerk Tina Kolls called the meeting to order at 06:30pm.

The motion to Nominate Commissioner Marianne Klemke to be the Chair for this meeting was initiated by Commissioner Haak and seconded by Commissioner Watts. Unanimously carried.

II. Roll Call

Present: Commissioners Pat Watts, Jess Haak, Marianne Klemke, James Killian

Also Present: Zoning Administrator Bonnie Schaeffer, Clerk Tina Kolls

Excused: Trustee Lowell Wright, President Bill Duncan, Commissioner Maggie Gage

III. Pledge of Allegiance

The Pledge of Allegiance was recited by all.

IV. Minutes

A. Plan Commission Meeting Minutes of September 12, 2023

The motion to approve the Plan Commission Meeting Minutes of September 12, 2023 was initiated by Commissioner Haak and seconded by Commissioner Watts. Unanimously carried.

V. Recommendation for Conditional Use Permit

A. Open Public Hearing

Ann Drake, President and Founder of Women's Leadership Center, gave a brief description of herself and the proposed Women's Leadership Center. Drake explained her vision for the property and the Women's Leadership Center Project. Drake explained what types of gatherings she was looking to hold and the number of attendees that could potentially bring. Drake spoke about the potential programs that would take place at the Women's Leadership Center.

Chris Bennet, Senior Project Leader, Studio Gang, gave a brief explanation of the design of the proposed Women's Leadership Center. Bennet gave a brief description of the site history, site plan, landscape plan, as well as the lighting plan. Bennet described the site plan and explained each building and what it is proposed to be used for. Bennet explained that 81% of the space will remain greenspace. Bennet explained that the site lighting will be dimmable to help ensure dark sky. Bennet explained that they are planning to use wood as the main material.

Colin Meisel, Civil Engineer, Ruekert-Mielke, gave a brief explanation of the engineering of the site of the Women's Leadership Center Site. Meisel explained that there is an existing watermain through the center of the site that didn't

have an easement that needed to be taken care of. Meisel explained the proposed bio filtration basin systems and underground detention. Meisel explained that the site is very closed to balanced, which would mean that they wouldn't need to take out or bring in a lot of material. Meisel explained that permitting will be wrapped up before construction begins.

Attorney Lisle Blackburn, Attorney, Godfrey, Leibsle, Blackburn & Howarth S.C., Elkhorn, WI explained that there were requests made by the Village of Williams Bay Engineer to dedicate some utility and drainage easements. Attorney Blackburn explained each of the easement requests. Attorney Blackburn explained that dedicating these easements and having to clear more trees for reasons that don't exist is troublesome as well as holding some legal issues. Attorney Blackburn explained that these easements are invasive, unnecessary and not connected to the land. Attorney Blackburn explained that he thought that the easements violated both Wisconsin and Federal constitutional principals as it is taking property without adequate compensation.

Ann Drake read two letters. The first letter was from Laurin Mack, W4268 Southland Rd, Lake Geneva, WI who wrote in support of the Women's Leadership Center. The second letter read by Drake was from Susana Rivera-Mills, of Aurora University, who wrote in support of the Women's Leadership Center.

Commissioner James Killian requested that Village Engineer Snyder explain each easement. Commissioner Killian explained that several of the easements seemed perfunctory. Commissioner Killian explained that the vacation of the water main easement and addition of a new water main easement seemed logical as well as the Sewer main easements. Commissioner Killian inquired what the easement for the pedestrian walking path was coming from. Village Engineer Snyder explained that the applicant is proposing bringing a sidewalk to Constance. Village Engineer Snyder explained that between that and the very busy college with pedestrians who may want to walk down town, he is trying to make provisions to keep pedestrians off of Constance. Attorney Blackburn explained that they don't see a need for it. Commissioner Killian inquired about the sanitary sewer easement. Village Engineer Snyder explained that the wider the easement the less likely it will be that they will need to take out a tree in the future to put the sewer in. Village Engineer Snyder explained that the area north of Constance and south of HWY 67 and west of Constance doesn't have gravity sewer service. Village Engineer Snyder explained that in Yerkes they have several grinder pumps that all pump to pankhurst and the other areas don't currently have sewer. Village Engineer Snyder explained that the gravity sewer system would save the Village two million dollars and it would cost the applicant nothing. Village Engineer Snyder explained that we tried to get this easement from George Williams College. Village Engineer Snyder explained the drainage route needs to be verified.

Zoning Administrator Schaeffer explained that she had no outstanding issues.

Commissioner Klemke opened the public hearing at 07:23 pm.

- B. APPLICANT:** Constance Woods, LLC (Owner)
TAX KEY: WA499800001
STREET ADDRESS: 327 W. Constance Blvd, Village of Williams Bay
Applicant requests a conditional use permit per zoning code section 390-0223.C (5) *P & I Public and Institutional District – Indoor Institutional – Intensive* and Section 390-0821 *Group Development and Large Development Standards* to construct a Women's Leadership Center consisting of three structures with a total combined conditioned space of 24,894 square feet and a small storage accessory structure.

Diana Coleman, W4461 N. Lakeshore Drive, Williams Bay spoke in favor of the Women's Leadership Center.

Larry Larkin, W3170 S. Lakeshore Drive, Lake Geneva, spoke in favor of the Women's Leadership Center.

Wendy Durry, 542 Wilmet Rd, Williams Bay, spoke in favor of the Women's Leadership Center.

Dennis Kois, Executive Director, Yerkes Future Foundation, spoke in favor of the Women's Leadership Center.

Sandra Johnson, 2327 Theatre Rd, Williams Bay, spoke in favor of the Women's Leadership Center.

C. Close Public Hearing

Commissioner Klemke closed the public hearing at 07:36 pm.

The motion to approve the requests for a conditional use permit per zoning code section 390-0223.C (5) *P & I Public and Institutional District – Indoor Institutional – Intensive* and Section 390-0821 *Group Development and Large Development Standards* to construct a Women’s Leadership Center consisting of three structures with a total combined conditioned space of 24,894 square feet and a small storage accessory structure was initiated by Commissioner Haak and seconded by Commissioner Killian. The Motion was withdrawn by Commissioner Haak.

The motion to table the requests for a conditional use permit per zoning code section 390-0223.C (5) *P & I Public and Institutional District – Indoor Institutional – Intensive* and Section 390-0821 *Group Development and Large Development Standards* to construct a Women’s Leadership Center consisting of three structures with a total combined conditioned space of 24,894 square feet and a small storage accessory structure was initiated by Commissioner Haak and seconded by Commissioner Watts. Unanimously carried.

VI. Recommendation and Possible Action for a Site Plan

A. APPLICANT: Constance Woods, LLC (Owner)

TAX KEY: WA499800001

STREET ADDRESS: 327 W. Constance Blvd, Village of Williams Bay

The applicant is requesting approval of a site plan for development in the P & I Public and Institutional District per Section 390-1206 Site Plan.

The motion to table the request for approval of a site plan for development in the P & I Public and Institutional District per Section 390-1206 Site Plan was initiated by Commissioner Haak and seconded by Commissioner Watts. Unanimously carried.

VII. Adjournment

The motion to adjourn was initiated by Commissioner Haak and seconded by Commissioner Watts at 07:48pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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