



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 MEETING 2/13/2024 MEETING TUESDAY, FEBRUARY 13, 2024 AT 6:30 PM VILLAGE HALL COUNCIL ROOM 250 WILLIAMS STREET WILLIAMS BAY, WI 53191

I. Call to Order

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

II. Roll Call

Present: President Bill Duncan, Trustee Lowell Wright, Commissioners Pat Watts, Maggie Gage, Jess Haak, Marianne Klemke, James Killian

Also Present: Zoning Administrator Bonnie Schaeffer, Clerk Tina Kolls

Excused: Matt Robbins

III. Pledge of Allegiance

The Pledge of Allegiance was recited by all.

IV. Minutes

A. Plan Commission Meeting Minutes of January 16, 2024

The motion to approve the Plan Commission Meeting Minutes of January 16, 2024 was initiated by Commissioner Watts and seconded by Commissioner Killian. Unanimously carried.

V. Recommendation and Possible Action for Site Plan and Architectural Design Review Amendment

A. APPLICANT: Casey Tormoen, Upscale Lodging, LLC (Owner)

TAX KEY: WOP 00067

STREET ADDRESS: 47 W. Geneva St, Village of Williams Bay

The applicant is requesting approval of an amendment to site plan and architectural design review for building additions using asphalt roofing material rather than metal roofing material in an existing commercial development in the Village Center District per Section 390-1206 *Site Plan* and Section 390-0705 *VCO Village Center Design Overlay District*.

The motion to recommend Village Board approval of the amendment to site plan and architectural design review for building additions using asphalt roofing material rather than metal roofing material in an existing 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 a more detailed landscape plan is provided to and approved by Village Staff and the Village Engineers recommendations for WDOT approval to be obtained to work in the West Geneva Street right-of-way and that verification is received that having one set of plans for all buildings is allowed by the Building Inspector are met was initiated by Commissioner Killian and seconded by Trustee Wright. Unanimously carried.

VI. Recommendation and Possible Action for an Extraterritorial Condominium Plat Addendum

A. APPLICANT: John Berget, North by Northwest Storage, LLC (Owner)

TAX KEY: FNNW 00001 through FNNW 00034

STREET ADDRESS: 4954 Hwy. 50, Town of Delavan

The applicant is requesting approval of a condominium plat addendum to convert on of the existing rental storage buildings into an owner-occupied condominium building.

The motion to approve a condominium plat addendum to convert on of the existing rental storage buildings into an owner-occupied condominium building was initiated by Trustee Wright and seconded by Commissioner Gage.

Unanimously carried.

VII. Adjournment

The motion to adjourn was initiated by Commissioner Watts and seconded by Commissioner Gage at 06:43pm.

Unanimously carried.

/s/ Tina Kolls, Village Clerk

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