



VILLAGE OF WILLIAMS BAY

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

Phone: 262-245-2700

NOTICE

PLAN COMMISSION MEETING

TUESDAY, OCTOBER 8, 2024 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. Plan Commission Meeting Minutes of September 10, 2024
- V. **Discussion Only for Development Concept Plan**
 - A. APPLICANT: Breezy Bay, LLC (Owner), Steve Greenberg, Canyon Development (Applicant)
TAX KEY: WHA 00001 through WHA 00006
STREET ADDRESS: 628 and 640 E. Geneva St, Williams Bay, WI 53191
Applicant requests discussion and feedback regarding the proposed concept plan consisting of five (5) single-family residential lots.
- VI. **Adjournment**

Bill Duncan
Chairman

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: 10/01/2024 5:00 PM



VILLAGE OF WILLIAMS BAY

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UNOFFICIAL MINUTES PLAN COMMISSION MEETING 9/10/2024 MEETING TUESDAY, SEPTEMBER 10, 2024 AT 6:30 PM VILLAGE HALL COUNCIL ROOM 250 WILLIAMS STREET WILLIAMS BAY, WI 53191

THERE MAY BE A QUORUM OF VILLAGE TRUSTEES PRESENT, NO BOARD BUSINESS WILL BE CONDUCTED.

I. Call to Order

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

II. Roll Call

Present: Trustee Lowell Wright, Commissioners Pat Watts, Jess Haak, Matt Robbins, and James Killian

Also Present: Zoning Administrator Bonnie Schaeffer, Village Engineer Doug Snyder, Clerk Tina Kolls

Excused: President Bill Duncan, Commissioners Maggie Gage and Marianne Klemke

The motion to elect Trustee Lowell Wright to be the Chair for the remainder of the meeting was initiated by Commissioner Killian and seconded by Commissioner Watts. Unanimously carried.

III. Pledge of Allegiance

The Pledge of Allegiance was recited by all.

IV. Minutes

A. Plan Commission Meeting Minutes of August 13, 2024

The motion to approve the Plan Commission Meeting Minutes of August 13, 2024 was initiated by Commissioner Robbins and seconded by Commissioner Watts. Unanimously carried.

V. Recommendation for a Temporary Use Permit

A. APPLICANT: Mike Condron and John Dwyer (Applicants)

TAX KEY: WOP 00008 and WWUP 00088

STREET ADDRESS: 105 N. Walworth Street and Lakefront Area, Williams Bay, Wisconsin 53191

Applicant is requesting a Temporary Use Permit per Section 390.208 "Temporary Use Permit" and Section 390.0316.B Temporary Outdoor Sales for a food vending cart.

The motion to recommend Village Board approval of the Temporary Use Permit per Section 390.208 "Temporary Use Permit" and Section 390.0316.B Temporary Outdoor Sales for a food vending cart was initiated by Commissioner Killian and seconded by Commissioner Haak. Unanimously carried.

VI. Recommendation for Conditional Use Permit

- A. APPLICANT: Chris Pauly, Williams Bay Investments, LLC (Owner)
TAX KEY: WOP 00051
STREET ADDRESS: 36 W. Geneva St., Williams Bay, Wisconsin
The applicant requests a Conditional Use Permit per 390.1207, *Conditional Use Permit*, and 390.0310M, *Tourist Rooming House* to establish two dwelling units available for stays for one to six consecutive days by paying guests.

The motion to recommend Village Board approval of the Conditional Use Permit per 390.1207, *Conditional Use Permit*, and 390.0310M, *Tourist Rooming House* to establish two dwelling units available for stays for one to six consecutive days by paying guests was initiated by Commissioner Robbins and seconded by Commissioner Watts. Unanimously carried.

VII. Recommendation and Possible Action for a Subdivision Preliminary Plat, Pre-annexation Agreement, and Development Agreement

- A. APPLICANT: Poplar Ridge Estates (Owner), Land and Lakes Company (Applicant), Attorney Chad Pollard (Agent)
TAX KEYS: WWUP 00084, JG 3100009A, and IL 5000005
STREET ADDRESS: Southwest corner of Hwy. 50 and E. Geneva St.
Applicant requests a recommendation to the Village Board for a subdivision plat, pre-annexation agreement, and development agreement for a 42-lot single-family subdivision.

The motion to recommend Village Board approval of the subdivision plat for a 42-lot single-family subdivision was initiated by Trustee Wright and seconded by Commissioner Killian. Commissioner Robbins, No Motion carries.

The motion to recommend Village Board approval of the pre-annexation agreement for a 42-lot single-family subdivision subject to the Village Engineers' comments, was initiated by Trustee Wright and seconded by Commissioner Watts. Unanimously carried.

The motion to recommend Village Board approval of the development agreement for a 42-lot single-family subdivision subject to the following changes; section 7.3 regarding model homes be segregated into model homes and an all other considerations section, the tree section be revised such as the developer is responsible for planting and maintaining the trees for the first year, change the agreement so that the developer is responsible for snow plowing on the emergency access, reduce the path width to five feet, include a provision regarding signage on the path restricting bicycles on the path to Kishwauketoe, the drawings will be revised for the pond outlot three such that it is no deeper than ten feet, the language in the Conservation easement be modified to require enforcement of the restrictions was initiated by Trustee Wright and seconded by Commissioner Watts. Commissioner Robbins, No. Motion carries.

VIII. Adjournment

The motion to adjourn was initiated by Commissioner Watts and seconded by Commissioner Haak at 07:40pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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



VILLAGE OF WILLIAMS BAY

Office of Zoning Administrator

Evaluation Report Village Board Meeting October 8, 2024

October 1, 2024

APPLICANT(S): Breezy Bay, LLC (Owner), Steve Greenberg, Canyon Development (Applicant)

TAX KEY NUMBER: WHA 00001 through WHA 00006

STREET ADDRESS: 628 and 640 E. Geneva St., Williams Bay, WI 53191

Applicant requests discussion and feedback regarding a proposed concept plan for five (5) single-family residential lots. The project involves reconfiguration of the existing fourteen (14) lots, vacating the platted streets and alley. Storm water infiltration basins are included.

The proposed land division meets the minimum requirements of the existing SF-3 Suburban Residential zoning district.

Final approval of engineering and subdivision plat will be required.

Respectfully submitted,

Bonnie M. Schaeffer
Zoning Administrator



Planning Request Application Village of Williams Bay

250 Williams Street • PO Box 580 • Williams Bay, WI 53191
Phone: 262-245-2700 • Fax: 262-245-2705

Request:

Please check all that apply.

- ☐ Site Plan [§390.1206] - \$200.00 plus \$.04/sf floor area
- ☐ Conditional Use Permit (CUP) [§390.1207] - \$500.00
- ☐ Certificate of Compliance [§390.1211] - \$200.00
- ☐ Temporary Use Permit [§390.1208] - \$200.00
- ☐ Preliminary Plat - \$200.00 plus \$20.00 per lot
- ☐ Certified Survey Map (CSM) - \$200.00 plus \$20.00 per lot
- ☐ Final Plat - \$100.00 plus \$10.00 per lot
- ☐ Planned Development Overlay (PDO) [§390.0709] - \$500.00
- ☐ Planned Development Amendment - \$500.00
- ☐ Zoning Text or Map Amendment [§390.1204] - \$500.00
- ☐ Project Concept Review - \$200.00
- ☐ Land Use Plan Amendment - \$500.00
- ☐ Interpretation [§390.1216] - \$200.00
- ☐ Appeal [§390.1217] - \$500.00
- ☐ Other: _____ Fee: _____

Date application was received:

Fee Paid:

\$200.00

Physical Address of Site: 628-640 E. Geneva St

Tax Parcel Number: WHA 00001 - 00006

Project or Development Name: Bay View Estates

Applicant

Name: Canyon Development
Mailing Address: 937 Tarrant Dr, Fontana, WI 53125
eMail: Steve@cdgrp.net
Phone: 815-451-2276

Owner of Site

Name: Canyon Development
Mailing Address: 937 Tarrant Dr, Fontana, WI 53125
eMail: Steve@cdgrp.net
Phone: 815-451-2276

Legal Representative

Name: Egert Law
Mailing Address: 835 Geneva Parkway North, Suite 1
Lake Geneva WI 53147
eMail: jean@egertlawfirm.com
Phone: (262) 248-6600

Architect, Engineer, Contractor

Name: Lynch Engineering
Mailing Address: 440 Milwaukee Avenue, Burlington, WI 53105
eMail: tlynch@lynch-engineering.com
Phone: (262) 402-5040

Legal Description of Site (Attach separate sheet if additional space is needed):

Lots 1 through 14 of Hanson's Addition to Williams Bay, being a subdivision in the Northeast 1/4 of the Northeast 1/4 of Section 6, Township 1 North, Range 17 East, being in the Village of Williams Bay, Walworth County, Wisconsin.

Please answer all applicable. Missing or incomplete information may deem this application "incomplete," delaying or prohibiting a review.

Current Zoning of Site: SF-3 **Current Overlay Districts of Site:** _____

Proposed Zoning of Site: SF-3

Proposed type of structure of use: Single Family Residential

Proposed use of structure or site: NA

Statement of proposed use of property, with pertinent facts regarding the size of area involved, extent of development, type of operation, etc. (Attach separate sheet if additional space is needed):

Lots 1-14 of Hanson's Addition to Williams Bay to be converted from six lots to five lots equally sized lots.

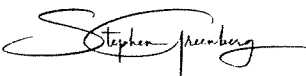
Statement showing compatibility of proposed zoning district and/or proposed use to the Village Comprehensive Plan: (Attach separate sheet if additional space is needed)

Lots were originally zoned as residential and no zoning changes are being requested.

Statement showing compatibility of proposed zoning district and/or proposed use with adjacent properties and neighborhoods (Attach separate sheet if additional space is needed):

Surrounding properties and neighborhoods are zoned as residential, as are these lots. No zoning changes are being requested.

Print Applicant's Name: Stephen Greenberg, President **Date:** 9/20/24

Signature of Applicant: 



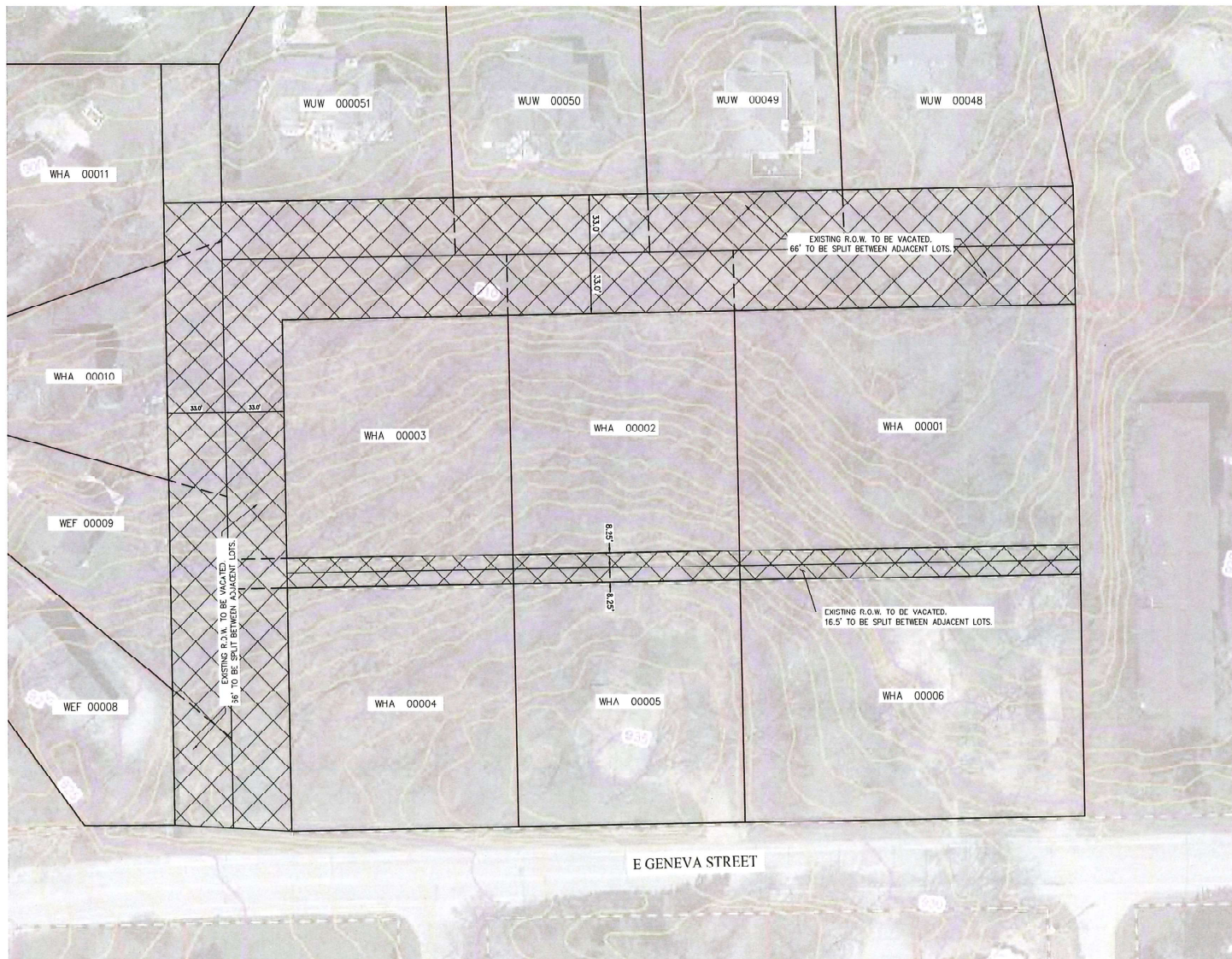
PROJECT NARRATIVE – GENEVA STREET DEVELOPMENT

Canyon Development is planning a new residential project on E. Geneva Street involving Lots 1-14 of Hanson's Addition to Williams Bay. The project will focus on the six currently vacant lots and an adjacent alley. Canyon Development proposes to vacate the existing right-of-ways—Bay View Avenue (66 feet) to the north and Hanson Street (66 feet) to the west—redistributing the land among the adjacent lots.

Once the right-of-ways are vacated, the land will be divided into five evenly-sized lots. These lots will comply with SF-3 zoning regulations, ensuring that they meet the required lot widths and areas. The intended use for these lots is for single-family residential homes, aligning with the current zoning use requirements.

In addition to the homes, we propose two infiltration basins in an outlot north of the five lots to help manage stormwater issues in the area and address any runoff from the new buildings. A landscape buffer will be provided between these basins and the existing properties in the north to provide screening for the current residents.

This development aims to enhance the area while maintaining adherence to zoning guidelines, contributing to the community's growth and residential options. If there are any community concerns or feedback, Canyon Development is happy to engage in discussions to address them appropriately.



CONCEPT PLANS FOR CANYON DEVELOPMENT WILLIAMS BAY, VI	
LYNCH & ASSOCIATES ENGINEERING CONSULTANTS, LLC	
R.O.W. VACATION PLAN	NO. 8Y DATE
REVISIONS	
ISSUED FOR REVIEW	
PLAN DATE 09.23.24 DESIGNED BY TCL	
0 30' SCALE	
PROJECT NO. 23.0023	
SHEET NO. C200	



CONCEPT PLANS FOR CANYON DEVELOPMENT WILLIAMS BAY, VT	
LYNCH & ASSOCIATES ENGINEERING CONSULTANTS, LLC	
EXISTING SITE CONDITIONS	BY DATE
NO. REVISIONS	
ISSUED FOR REVIEW	
PLAN DATE 09.23.24 DESIGNED BY TCL	
0 30' SCALE	
PROJECT NO. 23.0023	
SHEET NO.	
C200	