



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, JANUARY 14, 2025 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.

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. Joint Village Board and Plan Commission Meeting Minutes of December 9, 2024
- V. Discussion and Possible Recommendation for a Conditional Use Permit
 - A. Open the Public Hearing
 - B. APPLICANT: Village of Williams Bay (Owner), TowerCom V-B, LLC (Applicant)
TAX KEY: WHA 00001 – WWUP 00021 and WWUP 00021A
STREET ADDRESS: West of Village Hall, Williams Bay, WI 53191
Applicant requests a conditional use permit per Section 390-0811 *Communication Tower Standards* to develop and construct a 250' self-support tower and associated antenna, radio, and equipment enclosures.
 - C. Close the Public Hearing
 - D. Plan Commission Discussion and Possible Recommendation for a Conditional Use Permit
- VI. Discussion and Possible Recommendation for a Zoning Map Amendment
 - A. Open the Public Hearing
 - B. APPLICANT: Yerkes Future Foundation, Inc. (Owner) TAX KEY: WWUP 00010, WOB 00027A and WOB 00019A
STREET ADDRESS: South of Geneva St. along Observatory Place, Williams Bay, WI 53191
Applicant requests a zoning map amendment per Section 390-1205 *Zoning Map Amendments* to rezone approximately 4.5 acres from SF-3 Suburban Residential District to P & I Public and Institutional District.
 - C. Close the Public Hearing
 - D. Plan Commission Discussion and Possible Recommendation for a Zoning Map Amendment
- VII. 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: 01/08/2025 5:00 PM
Amended 1/13/2025 9:55 AM
Posted 1/13/2025 10:00 AM



VILLAGE OF WILLIAMS BAY

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Phone: 262-245-2700

UNOFFICIAL MINUTES JOINT VILLAGE BOARD AND PLAN COMMISSION MEETING MONDAY, DECEMBER 9, 2024 AT 7:00 PM WILLIAMS BAY SCHOOL - AUDITORIUM (SOUTH PARKING LOT & ENTRANCE) 250 THEATRE ROAD WILLIAMS BAY, WI 53191

I. Call to Order

President Duncan called the Village Board Meeting to order at 07:04pm.

President Duncan called the Plan Commission Meeting to order at 07:04pm.

II. Roll Call

A. Village Board

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

Also Present: Administrator David Lothspeich, Village Attorney Mark Schroeder, Police Chief Justin Timm, Village Engineer Doug Snyder, Village Planner Sonja Kruesel, Vandewalle & Associates, Inc., Village Financial Advisor Adam Ruechel, Baird, Village Financial Advisor Kevin Mullen, Baird, Clerk Tina Kolls

B. Plan Commission

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

Also Present: Administrator David Lothspeich, Village Attorney Mark Schroeder, Police Chief Justin Timm, Village Engineer, Village Planner Sonja Kruesel, Vandewalle & Associates, Inc., Village Financial Advisor Adam Ruechel, Baird, Village Financial Advisor Kevin Mullen, Baird, Clerk Tina Kolls

Excused: Commissioner Pat Watts

III. Pledge of Allegiance

The Pledge of Allegiance was recited by all.

IV. Meeting Protocol Summary - Village President/Chair Bill Duncan

President Duncan reviewed the Meeting Protocol.

A. Presentations - Village of Williams Bay support staff, Topography representatives

B. Plan Commission Discussion concerning presentations

C. Village Board Discussion concerning presentations

D. Public Hearing Opened

1. Acknowledgment of written comments received to date and make part of the meeting record

2. Those wishing to make Public Comments, please use the sign-in sheet with your name and address

3. Village Clerk Tina Kolls will announce who is up now and on-deck for public comments from the sign-in sheet
- E. Individual public comment is limited to a maximum of five (5) minutes. If your comments align with other comments before you please consider stating that you are in agreement with those comments
- F. This is an opportunity to provide comments to the Village Board and Plan Commission (not a discussion)
- G. Courteous manner is expected by all attendees and speakers
- H. Public Hearing Closed
- I. Plan Commission Discussion
- J. Plan Commission Vote - Consideration of Approval Resolution (The following steps will only be taken if the Plan Commission recommends approval of Comprehensive Plan Amendments)
- K. Village Board Discussion
- L. Village Board Vote - Consideration of Approval Ordinance
- M. Next Steps - Village Board and Plan Commission consideration of the following as future public meetings: (1) Annexation (former golf course property on west side of N. Lakeshore Drive); (2) Planned Development Overlay (PDO) - General Development Plan (GDP); (3) Planned Development Overlay (PDO) - Final Development Plan (FDP; and (4) Developers Agreement

V. Topography Application For Text Amendments & Map Amendment (former golf course property located in Township) To The Village of Williams Bay Comprehensive Plan For The Preserve Development

- A. Village Financial Advisor Kevin Mullen, Baird Financial Advisors - Overview of Williams Bay TID #1
 - Timeline, Establishment Process, Purpose and Projected Financial Impacts on Taxing Bodies and Taxpayers

Village Financial Advisors Kevin Mullen and Adam Ruechel of Baird presented a review of information on the TID including the timeline, establishment process, purpose and projected financial impacts on taxing bodies and taxpayers.

- B. Village Planner Sonja Kruesel, Vandewalle Associates - Project Overview and Comprehensive Plan Amendments Application
 - Timeline, Proposed Comprehensive Plan Amendments, Analysis and Next Steps

Village Planner Sonja Kruesel, Vandewalle & Associates presented a review of the Project Overview and Comprehensive Plan Amendment including the timeline, proposed comprehensive plan amendments, analysis and next steps.

- C. Village Engineer Doug Snyder, Baxter & Woodman, Inc. - Village Infrastructure within Project Limits
 - Proposed: (1) Public Roadway and Multi-use Path; (2) Public Sanitary Sewer; (3) Public Water Main and (4)Public Storm Sewer

Village Engineer Doug Snyder, Baxter & Woodman, Inc. presented a review of the Village infrastructure within the project limits including potential changes to public roadways, public sanitary sewer, public water main and public storm sewer.

- D. Applicant Topography - Presentation of Application Requesting Text Amendments and Map Amendment to the Village of Williams Bay Comprehensive Plan for The Preserve Development

Attorney Nick Egert gave a brief overview of the steps that have already been taken by Topography to get to this meeting.

Dr. Susana Rivera-Mills, President, Aurora University, spoke about the property and how it ended up for sale.

Mike Buttry, Cherry Tree, gave a brief overview of the process taken to find a buyer for the Aurora Property.

Liam Krehbiel, Topography, gave a presentation of the application for the Comprehensive Plan Text Amendment and Map Amendment as well as a brief description of the proposed plan for the property.

VI. Village Plan Commission discussion concerning presentations

Chairman Duncan at the request of the Plan Commission Members skipped this item.

VII. Village Board Discussion concerning presentations

President Duncan at the request of the Village Trustees skipped this item.

VIII. Open Public Hearing - Village President Bill Duncan Annoucement of Opening of the Public Hearing for the Topography Application for Text Amendments & Map Amendment to the Village of Williams Bay Comprehensive Plan for The Preserve Development

President Duncan opened the public hearing at 08:43 pm.

Name	Address	Position
Cynthia Rosenthal	440 Park Lane, Williams Bay	Opposed
Bill Schuberth	70 Cedar Point Dr, Williams Bay	Opposed
Gene Freitag	122 N Walworth, Williams Bay	Opposed
Pamela Russell	24 Lower Loch Vista, Williams Bay	In Favor
Karen Altergott	28 Lower Loch Vista, Williams Bay	In Favor
Marnie Stanley	295 W. Geneva St., Williams Bay	Opposed
Patrick O'Brien	60 Garfield Pkwy, Williams Bay	Opposed
Gerry Taplin	25 Constance Blvd, Williams Bay	Opposed
Bill Landwehr	531 Park Ridge Rd, Williams Bay	In Favor
Harold Friestad	355 Frost Dr, Williams Bay	Spoke about KNC
Jeff Feedar	180 Cherry St, Williams Bay	Opposed
Beth Wasni	73 Oakwood St, Williams Bay	Opposed
Richard Jais	6 Lackey Dr, Williams Bay	In Favor
James Cudworth	410 Observatory Pl, Williams Bay	Opposed
Frost Williams	45 Parkhurst, Williams Bay	In Favor
Karen Reinhardt	208 Oak Hill Rd, Williams Bay	Opposed
Sonette Tippens	N1524 Wildwood Rd, Lake Geneva	Spoke about Comprehensive Plans in general
Susan Franzen	372 W Geneva St, Williams Bay	Opposed
Mary Bartholomew	397 Observatory Pl, Williams Bay	Opposed
Stphanie Morrison	82 Highland St, Williams Bay	Opposed
Wendy Dury	542 Wilmette Rd, Williams Bay	Opposed
Rachel Rockwell	81 Upper Loch Vista, Williams Bay	In Favor
Ted Pankau	Water Safety Patrol	In Favor

Ann Drake	333 Constance Blvd, Williams Bay	Opposed
Elizabeth Marie Linda Tonge	PO Box 132 146 Circle Pkwy, Williams Bay	Opposed Opposed
Cathleen Johnson	Geneva Lake Conservancy 1020 Crane Ct, Lake Geneva	Opposed
Dennis Muller	54 Highland St, Williams Bay	Opposed
Brett Cripe	Holiday Home Camp 100 Holiday Home Camp Rd, Williams Bay	In Favor
Sandra Johnson	2327 Theatre Rd, Williams Bay	Opposed
Larry Chapman	257 Constance Blvd, Williams Bay	In Favor
Sheri Fieweger	55 Dartmouth Rd, Williams Bay	Opposed
Dave Freese	4 Lackey Dr, Williams Bay	In Favor
Bill Gage	747 Cedar Pt Dr, Williams Bay	In Favor
Debbie Mc Goldrick	545 Glenview Rd, Williams Bay	Opposed
Denise Cardosi	12 Wildwood Ct, Williams Bay	Opposed
Sheila Mason	508 Wiswell, Williams Bay	In Favor
Vickie Gillio	33 Williams St, Williams Bay	Opposed
Donald Skalla	266 Frost, Williams Bay	Opposed
Linda Curry	19 Upper Loch Vista Dr, Williams Bay	In Favor
Craig Curry	19 Upper Loch Vista Dr, Williams Bay	In Favor
Chester & Michele Olszewski	176 W Geneva St, Williams Bay	Opposed
Mike O'Brien	415 Grandview, Williams Bay	In Favor
Jesse Adams	801 N Wisconsin St, Elkhorn	In Favor
Tom Lothian	539 Park Ridge Rd, Williams Bay	In Favor
Molly Keller	Holiday Home Camp	In Favor
Tom McGreevy	897 Tarrant Dr, Fontana	In Favor
Brian McPartlin	1707 Woodland Dr, Lake Geneva	Opposed

- A. Acknowledgment of written comments received through November 25, 2024
- B. Village Clerk Tina Kolls will announce each speaker's turn from the sign-in sheet
- C. Individual public comment is limited to five (5) minutes maximum

- D. If your comments align with other comments before you please consider stating that you are in agreement with those comments

IX. Close Public Hearing - Village President Bill Duncan Announcement of the closing of the Public Hearing

President Duncan closed the public hearing at 11:24 pm.

X. Plan Commission - Discussion and Consideration of Resolution Approving The Topography Application for Village of Williams Bay Comprehensive Plan Text Amendments and Map Amendment for The Preserve Development

XI. Plan Commission - Discussion and Consideration of Resolution Approving The Topography Application for Village of Williams Bay Comprehensive Plan Text Amendments and Map Amendment for The Preserve Development (Village Board action is dependent upon approval of the resolution recommending to approval by the Plan Commission)

- A. Plan Commission Resolution 2024-02 Recommending Amendments to the Village of Williams Bay Comprehensive Plan

The motion to Approve the Plan Commission Resolution 2024-02 Recommending Amendments to the Village of Williams Bay Comprehensive Plan

was initiated by Trustee Wright and seconded by Commissioner Haak. Motion Carried.

Votes:

Yes: President Duncan, Trustee Wright, Commissioners Robbins, Gage and Haak

No: Commissioners Klemke and Killian

Abstain: None

Result: Passes

The motion to adjourn the Plan Commission was initiated by Commissioner Haak and seconded by Commissioner Klemke at 12:15am. Unanimously carried.

XII. Village Board - Discussion and Consideration of Ordinance Approving The Topography Application for Village of Williams Bay Comprehensive Plan Text Amendments and Map Amendment for The Preserve Development

- A. Ordinance 2024-06 Adopting Amendments to the Village of Williams Bay Comprehensive Plan

The motion to recommend Village Board Approval of Ordinance 2024-06 Adopting Amendments to the Village of Williams Bay Comprehensive Plan was initiated by Lowell Wright and seconded by Adam Jaramillo. Motion Carried.

Votes:

Yes: President William Duncan, Trustees, Lowell Wright, Robert Umans, George Vlach, Adam Jaramillo and Steven Russell

No: Trustee Jim D'Alessandro

Abstain: None

Result: Passes

XIII. Adjournment

The motion to adjourn was initiated by Trustee Wright and seconded by Trustee Russell at 12:59am. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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

OFFICIAL PUBLICATION
FOR THE
VILLAGE OF WILLIAMS BAY
Walworth County, Wisconsin

NOTICE OF PUBLIC HEARING
FOR A
CONDITIONAL USE PERMIT
BEFORE THE
PLAN COMMISSION

January 14, 2025 at 6:30 PM

Village Hall Council Room
250 Williams Street

APPLICANT(S): Village of Williams Bay (Owner), TowerCom V-B, LLC (Applicant)

TAX KEY NUMBER: WWUP 00021 and WWUP 00021A

STREET ADDRESS: West of Village Hall, Williams Bay, WI 53191

Applicant requests a conditional use permit per Section 390-0811 *Communication Tower Standards* to develop and construct a 250' self-support tower and associated antenna, radio, and equipment enclosures.

All interested in the above matter are invited to attend. Copies of the application are on file at the Village Hall and are available for public inspection during regular office hours on Monday, Tuesday, Wednesday, Friday from 8:30 am – 5:00 pm and Thursday 8:30 am – 12:00 pm.

Tina Kolls
Village Clerk
Published December 26, 2024 and January 2, 2025



VILLAGE OF WILLIAMS BAY

Office of Zoning Administrator

Evaluation Report Plan Commission Meeting January 14, 2025

January 7, 2025

APPLICANT: Village of Williams Bay (Owner), TowerCom V-B, LLC (Applicant)

TAX KEY: WWUP 00021 and WWUP 00021A

STREET ADDRESS: West of Village Hall, Williams Bay, Wisconsin

Applicant requests a conditional use permit per Section 390-0811 *Communication Tower Standards* to develop and construct a 250' self-support tower and associated antenna, radio, and equipment enclosures.

Per Section 390.1207.E.(2), when reviewing a conditional use permit application, it shall be determined if the application meets the following criteria:

- a) Is in harmony with the recommendations of the Comprehensive Plan.
- b) Will result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of this Chapter, the Comprehensive Plan, or any other plan, program, map, or ordinance adopted or under consideration pursuant to official notice by the Village or other governmental agency having jurisdiction to guide development.
- c) Maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.
- d) The conditional use is located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities, or services provided by public agencies serving the subject property.
- e) The potential public benefits outweigh any and all potential adverse impacts of the proposed conditional use, after taking into consideration the applicant's proposal and any requirements recommended by the applicant to ameliorate such impacts.

The applicant has addressed the following Per Section 390-0811.F(4)(b) in their application documents:

The Plan Commission shall review a conditional use permit application for compliance with this section at a public hearing within 90 days of receipt of a complete application, in accordance with Subsection F(3) above, to ensure said application is in accordance with the following requirements:

- [1] Siting and construction of towers and antennas, and necessary associated buildings, structures, and equipment (hereafter, collectively "appurtenances") shall balance the federal interest (Sec. 704 Telecommunications Act of 1996) regarding telecommunications towers and antennas with the Village interest in regulating land uses within its borders;
- [2] Siting and construction of towers, antennas, and appurtenances shall be done in a manner so as to protect other uses from the potential adverse impacts of said antennas, towers, and appurtenances, encourage co-location, minimize adverse visual impact through design, landscaping, visual screening and camouflaging techniques, consider the health and safety of antennas, towers, and appurtenances, and avoid potential damage to property or individuals due to tower/antenna mechanical failure;
- [3] Siting and construction of towers, antennas, and appurtenances shall comply with all applicable Walworth County, state, and federal building codes, as well as applicable standards for towers and antennas published by the Electronic Industries Association;
- [4] Siting and construction of towers, antennas, and appurtenances shall be in a manner so as to blend in, to the fullest extent possible, with the character of adjacent and proximate lands and not be readily visible, except as may be required by the Federal Aeronautics Administration or Federal Communications Commission;
- [5] Towers shall be monopole design unless recommended otherwise by the Village Engineer. Options for alternate designs shall be reviewed by the Planning Commission. Towers utilizing guy wires are not allowed;
- [6] Towers shall be designed structurally, electronically, and in all respects to accommodate the applicant's antenna and comparable antenna for up to two additional uses, to allow for future rearrangement of antennas upon the tower and to accept antennas mounted at varying heights;
- [7] Towers shall not be artificially lighted unless required by the Federal Aeronautics Administration or other applicable authority and, if lighting is required, it shall be designed in a manner so as to cause the least amount of disturbance as possible to any affected viewshed or property owners;
- [8] Towers shall comply with the obstruction and marking requirements of the Federal Aeronautics Administration in cooperation with the Federal Communications Commission and if dual lighting systems are proposed for use, white strobe lighting only shall be used during daylight hours and red strobe lighting only shall be utilized during night hours;
- [9] No signs, other than warning or equipment information signs, shall be located on a tower;
- [10] Towers shall be set back from lot lines, easements, and streets (roads) a minimum of 105% of the tower's height, including antennas and lights, except as modified by § 66.0404(2)(g), Wis. Stats. If any portion of a lot is being leased for the tower, the boundary of the leased area shall be considered the lot line. Appurtenances shall comply with the requirements of the zoning district in which they are located;
- [11] A tower's minimum and maximum height shall be as follows:
 - [a] Monopole: 200 feet or more;
 - [b] Monopole and self-support: 201 feet to 300 feet;
 - [c] Monopole and guy wire: 301 feet or greater;
- [12] A tower shall be sited not less than 5,280 feet from another, whether located in the Village or an adjacent local government unit, unless for reasons beyond the applicant's control, such as unusual or unique topography, with distances between towers measured by a straight line between the base of the towers;
- [13] Towers and antennas shall be shielded, filtered, and grounded in a manner consistent with Federal Communications Commission and the Electronic Industries Association guidelines so as to minimize the possibility of interference with locally received transmissions;
- [14] Appurtenances shall be placed underground if feasible given site conditions and screened from view by suitable vegetation, except where a design of nonvegetative screening better reflects and complements the character of the surrounding area. The tower base and appurtenances shall be fenced with materials impervious to sight and secured so as to make the site inaccessible to the general public.

Fencing shall not exceed six feet in height and shall be painted or coated in nonreflective material;
[15] The applicant shall demonstrate that the equipment planned for the proposed tower cannot be accommodated on an existing tower. The Village may determine that it is necessary to consult with a third party considering the feasibility of accommodating said equipment on an existing tower, with all reasonable costs and expenses associated with such consultation borne by the applicant. The applicant may provide names to the Village of qualified third-party consultants. The consultant shall undertake due diligence and provide a report with sufficient data to substantiate all of the following:

[a] No existing towers are located within the geographic region required to meet the applicant's engineering requirements;

[b] Existing towers are not of sufficient height to meet the engineering requirements;

[c] Existing towers do not have the structural capacity to support the applicant's proposed equipment, and the existing tower cannot be reinforced, modified, or replaced to accommodate said equipment at a reasonable cost;

[d] Locating new equipment on an existing tower would cause interference affecting the usability of the other existing or planned equipment at the tower, or the existing equipment would cause interference with the applicant's proposed equipment and the interference cannot be prevented at a reasonable cost; and

[e] The fees, cost, or contractual provisions required to share an existing tower are cost prohibitive;

[16] Antennas mounted on buildings or structures not built specifically for the purpose of mounting said antennas shall meet all of the following:

[a] No antenna, including all mounting structures, lights, and any additional equipment, shall exceed 10 feet above the roof surface upon which it is mounted;

[b] No more than four nonreflective panel antennas shall be installed, with the total area of antennas per provider not to exceed 1,440 square inches, and no single antenna to exceed 480 square inches;

[c] All antennas and support buildings/structures shall be screened from view and architecturally compatible with the building or structure on which it is mounted; and

[d] All equipment enclosures shall be located underground, if site conditions permit, or located within the building/structure on which the antenna is mounted, and said equipment shall be architecturally compatible with the building/structure;

[17] The tower owner shall offer space for additional antennas at current market rates, if co-location is undertaken; and

[18] The application shall comply with all applicable aspects of the Village's Building Code and Zoning Ordinances.

CONCLUSIONS:

1. The applicant shall agree to meet all the conditions listed in the Village Engineer memo dated December 3, 2024.
2. A performance bond in the amount of \$20,000 to guarantee that the tower/antenna and appurtenances will be removed when no longer in operation. The Village will be named as obligee in the bond and must approve the bonding company.
3. Stipulation of submittal of a "Tower/Antenna Annual Information Review Report" (hereafter, "report"), on a form provided by the Village, on or before January 31 of each year. The purpose of the report is to provide the Village with accurate current information concerning the tower/antenna owner(s) and provider(s) offering or providing wireless communication services within the Village and information on the wireless communication tower facilities so operated or utilized so as to assist the Village in administration and enforcement of this section and ensure Village compliance with Village, Walworth County, state and federal standards and requirements. The report shall include all of the following: tower/antenna owner and operator name(s), address(es), phone number(s), and relevant contact person(s); proof of bond and proof

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

Email: zoning@williamsbay.org | Phone: 262-245-2704

of insurance; and number of co-location positions designated, occupied, or vacant in the Village and evidence of compliance with this section.

Respectfully submitted,

Bonnie Schaeffer
Zoning Administrator

Bonnie Schaeffer

From: Douglas R. Snyder <dsnyder@baxterwoodman.com>
Sent: Tuesday, December 3, 2024 9:39 AM
To: Bonnie Schaeffer
Cc: Wayne Edwards; David Lothspeich; Shaun Hemsted; Thaddeus Johnson
Subject: Proposed Lease Area - Engineer Recommendation of Approval
Attachments: Williams Bay_(786567)_Survey_11-14-2024.pdf

Bonnie,

We recommend approval of the location of the proposed leased area for the shown on the attached Survey for Tower Com dated November 14, 2024 as prepared by Craig A. Keach with the following conditions:

- The utility identified in Document 167113 should be sanitary force main.
- Revise the site plan to include this information.
- Provide digital data for suitable for upload into the Village GIS for the located utilities as part of the site plan approval.

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.



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: Douglas R. Snyder
Sent: Tuesday, November 19, 2024 10:56 AM
To: Thaddeus Johnson <TJohnson@gssmidwest.com>
Cc: Bonnie Schaeffer <zoning@vi.williamsbay.wi.gov>; Wayne Edwards <wedwards@vi.williamsbay.wi.gov>; David Lothspeich - Administrator <admin@vi.williamsbay.wi.gov>; Shaun Hemsted <SHemsted@gssmidwest.com>
Subject: RE: TowerCom - Location Proposal - Finalizing Survey - Engineer

Received. I will review –hopefully yet this week. Thanks.

Doug

From: Thaddeus Johnson <TJohnson@gssmidwest.com>
Sent: Tuesday, November 19, 2024 9:45 AM



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:

Physical Address of Site: TBD, Village of Williams Bay, WI 53191

Tax Parcel Number: WWUP 00021 & WWUP 00021A

Project or Development Name: Williams Bay - Communications Tower

Applicant

Name: TowerCom V-B, LLC - by Shaun Hemsted Agent, GSS, Inc.
 Mailing Address: 241 Atlantic Blvd, Suite 201, Neptune Beach, FL 32266
 Attn: Jinay Vasocu
 eMail: Shemsted@gssmidwest.com
 Phone: 515-707-0137

Owner of Site

Name: Village of Williams Bay
 Mailing Address: 250 Williams Street, PO Box 580
Williams Bay, WI 53191
 eMail: _____
 Phone: 262-245-2700

Legal Representative

Name: _____
 Mailing Address: _____
 eMail: _____
 Phone: _____

Architect, Engineer, Contractor

Name: Edge Consulting Engineers, Inc. - Dave Lyshek
 Mailing Address: 624 Water Street, Prairie du Sac, WI 53578
 eMail: dlyshek@edgeconsult.com
 Phone: 608-644-1449

Legal Description of Site (Attach separate sheet if additional space is needed):
See CUP - Exhibit 1

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

Current Zoning of Site: P&I / AH **Current Overlay Districts of Site:** _____

Proposed Zoning of Site: Same

Proposed type of structure of use: 250' Self Supporting Communications Tower and Associated Antenna, Radio and Equipment Enclosures

Proposed use of structure or site: Wireless Telecommunications

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):
See CUP - Exhibit 2

Statement showing compatibility of proposed zoning district and/or proposed use to the Village Comprehensive Plan: (Attach separate sheet if additional space is needed)
See CUP - Exhibit 3

Statement showing compatibility of proposed zoning district and/or proposed use with adjacent properties and neighborhoods (Attach separate sheet if additional space is needed):
See CUP - Exhibit 4

Print Applicant's Name: Shaun Hemsted - Agent for TowerCom V-B, LLC **Date:** 11, 26, 2020

Signature of Applicant: 

CUP - EXHIBIT 1

**Village of Williams Bay
TowerCom Proposed – 250' Self Support Communications Tower**

PARENT PARCEL

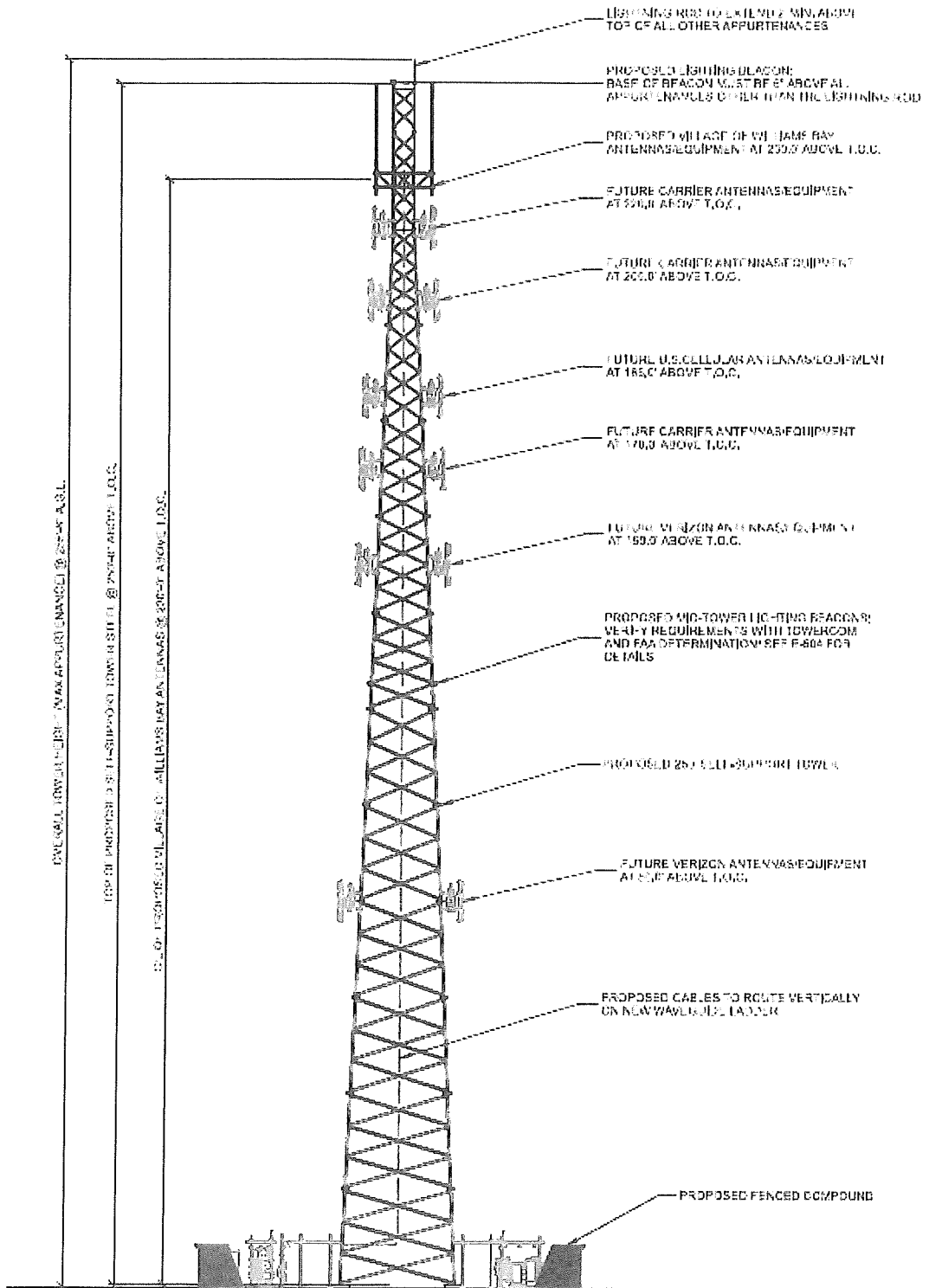
PARCEL 1 (WWUP 00021A)

The following described real estate, situated in the County of Walworth and State of Wisconsin, to-wit: The East 264 feet of the West 10 acres of the South Half of the South Half of the Southeast Quarter (S½S½SE¼) of Section Thirty-six (36), Township Two (2) North, Range Sixteen (16) East, containing 4 acres, more or less; more particularly described as follows, to-wit: A part of the West Ten (10) acres of the South Half (S½) of the South Half (S½) of the Southeast Quarter (SE¼) of Section Thirty-six (36), Township Two North (T2N), Range Sixteen East (R 16 E) in the Township of Delavan, described as follows, to-wit: Commencing at the Northeast (NE) corner of said ten (10) acres, run thence West Two Hundred Sixty-four Feet (264') to a point, thence South Six Hundred Sixty Feet (660') to the North limits of the Village of Williams Bay, thence East Two Hundred Sixty-four Feet (264') to the East limits of said piece, thence North in the East limits to the place of beginning.

PARCEL 2 (WWUP 00021)

A portion of the following described real estate, situated in the County of Walworth and State of Wisconsin, to-wit:

The East thirty (30) acres of the South one-half of the South one-half of the Southeast Quarter, Section Thirty-six (36), Town Two (2) North, Range Sixteen (16) East.



A SITE ELEVATION
 SCALE: 1" = 10' - 0"
 22" = 30' - 0" = 15:1

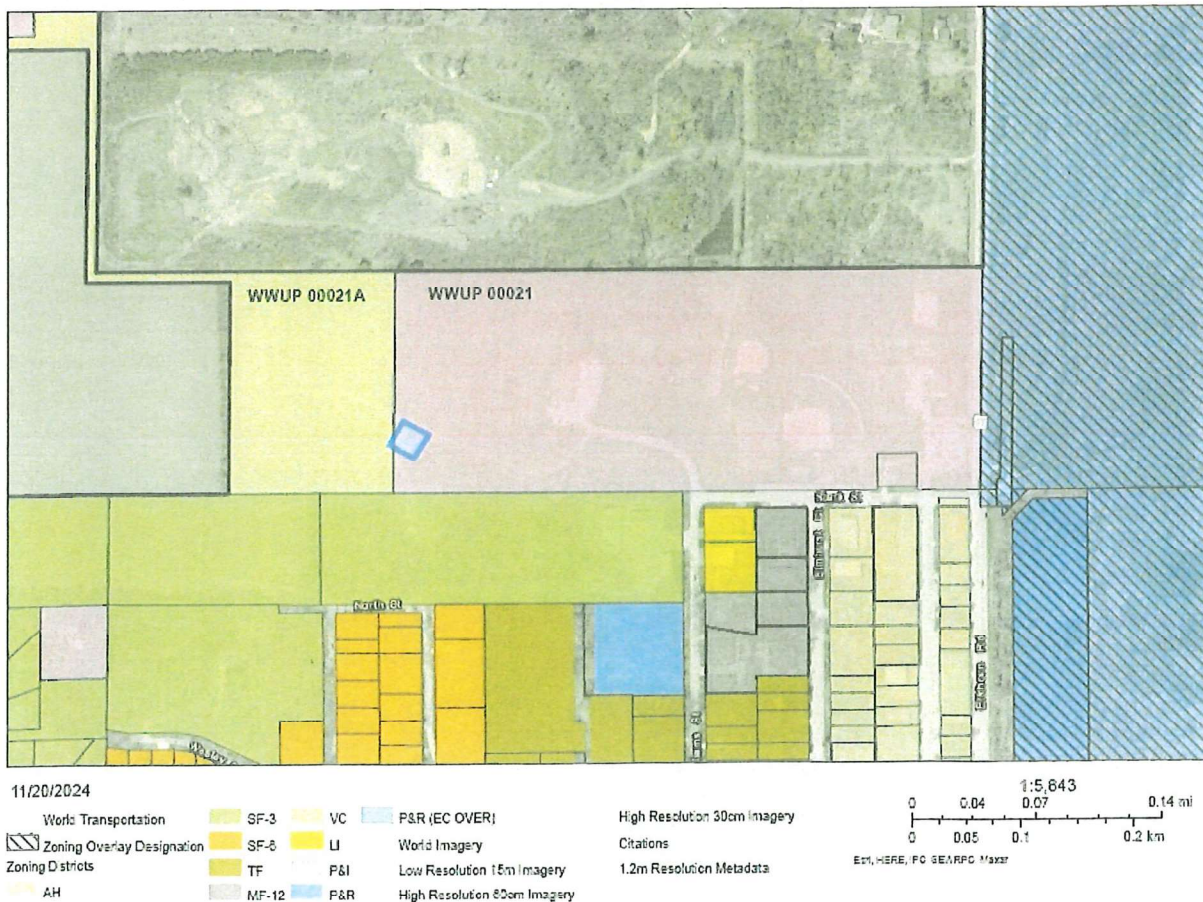
CUP - EXHIBIT 3

Village of Williams Bay TowerCom Proposed – 250’ Self Support Communications Tower

Statement of Compatibility of Zoning District / Comprehensive Plan

TowerCom V-B, LLC, in responding to and being awarded an RFP from the Village of Williams Bay, is proposing to lease a 100’ x 100’ property and associated Access & Utility Easements on Parcels WWUP 00021 & WWUP 00021A which are owned by the Village of Williams Bay. These parcels (WWUP 00021 Zoned P&I and WWUP 00021A Zoned AH) were identified in the RFP as locations that the Village of Williams Bay thought would best serve the community while placing the proposed Tower on Publicly owned land.

Village of Williams Bay WI - Zoning Map



CUP - EXHIBIT 4

Village of Williams Bay TowerCom Proposed – 250' Self Support Communications Tower

Statement of Compatibility of Zoning District / Adjacent Properties

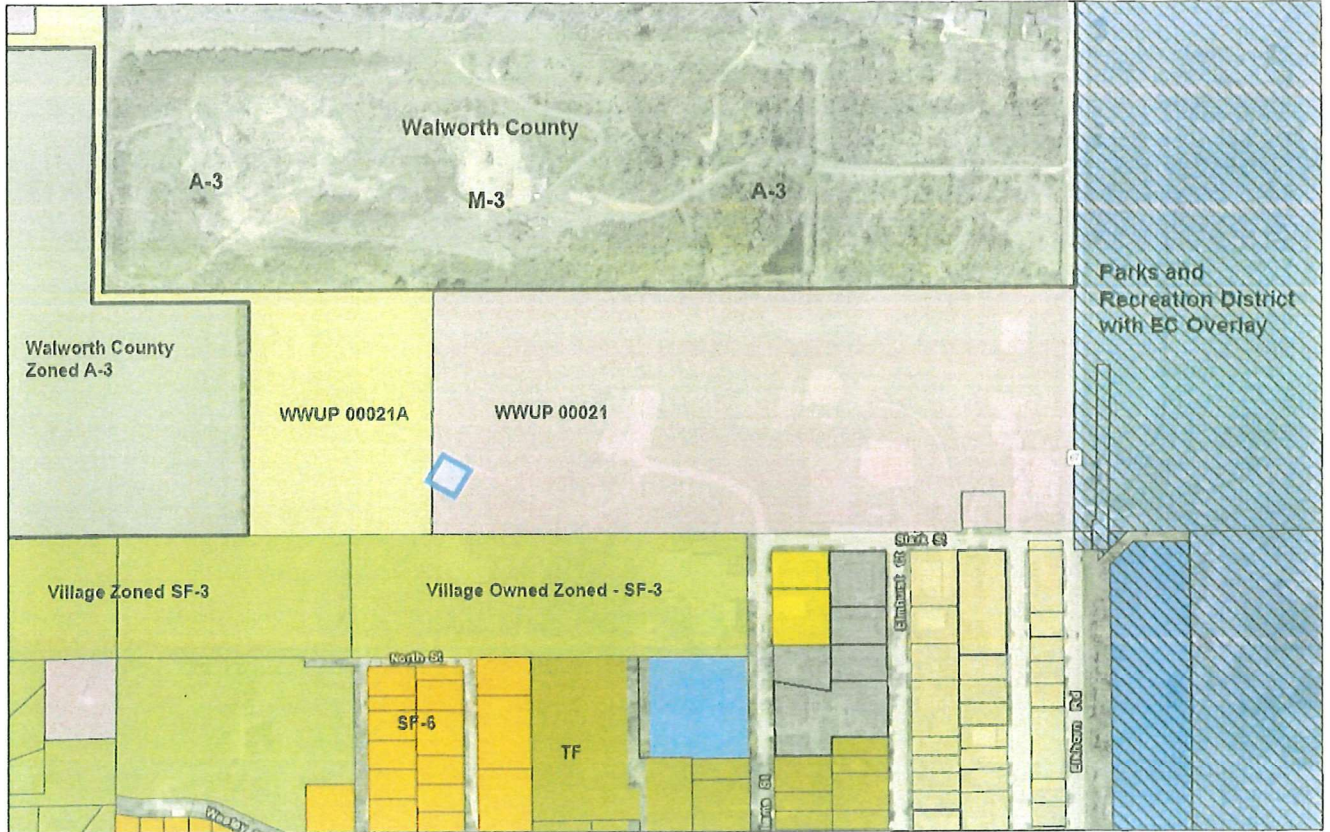
As stated in CUP – Exhibit 3, TowerCom V-B, LLC, in responding to and being awarded an RFP from the Village of Williams Bay, is proposing to lease a 100' x 100' property and associated Access & Utility Easements on Parcels WWUP 00021 & WWUP 00021A which are owned by the Village of Williams Bay. These parcels (WWUP 00021 Zoned P&I and WWUP 00021A Zoned AH) were identified in the RFP as locations that the Village of Williams Bay thought would best serve the community while placing the proposed Tower on Publicly owned land.

Adjacent Properties & Neighborhoods:

- The property to the North is in Walworth County and the Parcel is Zoned both A-3 & M-3. The property is currently owned by OCI Enterprises, which self identifies on their website as being in the Innovative Energy & Chemical Solutions Industry. This property is “Terrain Driven” and has an abundance of trees (vegetation) to assist in the shielding the tower from view.
- The closest Property to the East is ~1,750' away and is Zoned P&R.
- The closest property to the South is a Village owned Property that is zoned SF-3, there are residential Neighborhoods (SF-6 & TF) that are a distance of 485' and 650' from the proposed tower location respectively and well shielded visually from existing tree lines.
- The property to the West is a County Zoned Property (A-3) that is currently being used for Agricultural Uses.

Please see attached Map.

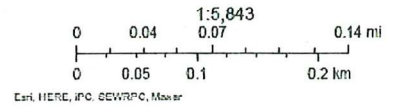
Village of Williams Bay WI - Zoning Map



11/20/2024

- | | | | |
|----------------------------|-------|-----|------------------------------|
| World Transportation | SF-3 | VC | P&R (EC OVER) |
| Zoning Overlay Designation | SF-6 | LI | World Imagery |
| Zoning Districts | TF | P&I | Low Resolution 15m Imagery |
| AH | MF-12 | P&R | High Resolution 60cm Imagery |

- High Resolution 30cm Imagery
 Citations
 1.2m Resolution Metadata



TowerCom V-B, LLC – Williams Bay
Zoning Ordinance Supplemental Responses
Section F (2-6)

Section F

- (2)(a) On Application
- (2)(b) On Application and Construction Drawings (CD's) provided
- (2)(c) On Application and Construction Drawings (CD's) provided
- (2)(d) Provider is a Tower Management Company installing a multi-Tenant tower at the RFP request of the Village of Williams Bay.
- Village of Williams Bay – Public Service
 - Verizon Wireless
 - UScellular
 - AT&T
 - T-Mobile
- (2)(e) Please see enclosed Construction Drawings (CD's) and Stamped Fall Zone and Tower Design Letter provided from Sabre Industries.
- (2)(f) N/A
- (2)(g) Please see enclosed Construction Drawings (CD's) provided
- (2)(h) There is not a Search Ring or Search Area that can be provided as TowerCom V-B, LLC participated in an RFP to build a multi-Tenant tower that would accommodate the commercial wireless providers that were being asked to relocate off the Village of Williams Bay Water Tanks (T-Mobile, UScellular & AT&T) and/or new wireless providers looking for a place to co-locate (VZW & Village of Williams Bay). There are no other structures within 1 mile of the proposed tower that are co-locatable.
- (2)(i) Application Check of \$500 included in Zoning Application
- (3) No Action Required by TowerCom
- (4)(a) No Action Required by TowerCom
- (4)(b)(1-4) No Action Required by TowerCom
- (4)(b)(5) Village of Williams Bay approved a Self-Support Tower as an option within the RFP that TowerCom V-B, LLC participated in.
- (4)(b)(6) The proposed TowerCom V-b, LLC tower and Lease Area is designed to accommodate up to Six (6) plus tenants to include the Village, Wireless Mobile Carriers and WISPs.
- (4)(b)(7-8) TowerCom V-B, LLC will comply with all FAA Lighting requirements and utilize a Dual Lighting System as required by the Village Zoning Ordinance.
- (4)(b)(9) TowerCom V-B, LLC will comply with the Village Zoning Ordinance - No signs, other than warning or equipment information signs, shall be located on a tower
- (4)(b)(10) In accordance with § 66.0404(2)(g), Wis. Stats, TowerCom V-B, LLC will provide a 50% Fall Radius Letter (Fall Zone) to comply with this requirement.
- (4)(b)(11) TowerCom V-B, LLC is proposing a 250' Self-Supporting tower with a 5' Lighting Rod Appurtenance.

- (4)(b)(12) Please see enclosed Section (4)(b)(12) ASR Tower Check
- (4)(b)(13) Please see enclosed Construction Drawings (CD's) – Page E-101
- (4)(b)(14) It is not feasible to place the appurtenances underground. TowerCom V-B, LLC is not proposing any Vegetation Screening as the proposed site location is surrounded by mature vegetation/trees. TowerCom V-B, LLC is open to other impervious screening if required by the Village. The proposed fencing is Six (6') feet in height with One (1') foot of 3-Strand Barbed Wire to secure the facility and make the site inaccessible to the General Public.
- (4)(b)(15) a, b, c, d & e - There are no other structures in the area that can accommodate the wireless providers except for the Village of Williams Bay Water Tanks in which the wireless providers are being asked to vacate.
- (4)(b)(16) N/A
- (4)(b)(17) TowerCom V-B, LLC agrees to offer space to additional future tenants at current Fair Market rates
- (4)(b)(18) TowerCom V-B, LLC ensures the application shall comply with all applicable aspects of the Village's Building Code and Zoning Ordinances.
- (5) No Action Required by TowerCom
- (6) No Action Required by TowerCom
- (6)(b)(1) TowerCom V-b, LLC will provide the Village with a performance bond in the amount of \$20,000 to guarantee that the tower/antenna and appurtenances will be removed when no longer in operation. The Village will be named as "obligee" in the bond and must approve the bonding company
- (6)(b)(2) TowerCom V-B, LLC agrees to submit a "Tower/Antenna Annual Information Review Report" (hereafter, "report"), on a form provided by the Village, on or before January 31 of each year. The purpose of the report is to provide the Village with accurate current information concerning the tower/antenna owner(s) and provider(s) offering or providing wireless communication services within the Village and information on the wireless communication tower facilities so operated or utilized so as to assist the Village in administration and enforcement of this section and ensure Village compliance with Village, Walworth County, state and federal standards and requirements. The report shall include all of the following: tower/antenna owner and operator name(s), address(es), phone number(s), and relevant contact person(s); proof of bond and proof of insurance; and number of co-location positions designated, occupied, or vacant in the Village and evidence of compliance with this section

Section G

TowerCom V-B, LLC understands the Abandonment provision in the Village Ordinance and will abide by its requirements.

Section H

TowerCom V-B, LLC understands the Inspection provision in the Village Ordinance and will abide by its requirements.

Section (4)(b)(12) - 5,280' ASR Tower Radius Check



- ASR 1057901 is a Village of Williams Bay Water Tank that UScellular is Co-Located on

November 25, 2024

Jinay Vasocu
TowerCom
241 Atlantic Blvd. Ste. 201
Neptune Beach, FL 32266

RE: Proposed 250' Sabre Self-Supporting Tower for Williams Bay, WI

Dear Jinay,

Upon receipt of order, we propose to design and supply a tower for the above referenced project for an Ultimate Basic Wind Speed of 107 mph with no ice and 40 mph with 1-1/2" radial ice, Risk Category II, Exposure Category C, and Topographic Category 2 in accordance with the Telecommunications Industry Association Standard ANSI/TIA-222-G, "Structural Standard for Steel Antenna Towers and Antenna Supporting Structures". The tower will be designed to support the following:

- 15,000 sq.in loading and 1,500 lbs (Village of Williams Bay) at 230', with (6) 1-5/8" lines
- 30,000 sq.in. loading and 8,000 lbs at 220', with (18) 1-5/8" lines
- 25,000 sq.in. loading and 5,000 lbs at 205', with (18) 1-5/8" lines
- 288 sq.ft. loading and 3,000 lbs (US Cellular) at 185', with (18) 1-5/8" lines
- 20,000 sq.in. loading and 5,000 lbs at 170', with (12) 1-5/8" lines
- 15,000 sq.in. loading and 5,000 lbs (Verizon) at 150', with (9) 1-5/8" lines
- Emergency tornado siren (Village of Williams Bay) at 95'
- 15,000 sq.in. loading and 5,000 lbs (Verizon) at 80', with (9) 1-5/8" lines

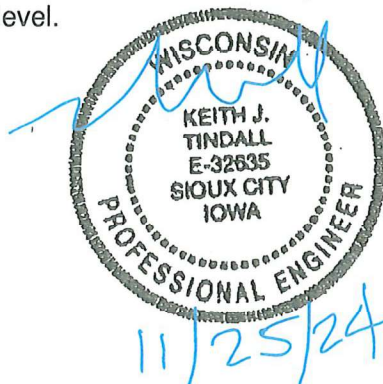
When designed according to this standard, the wind pressures and steel strength capacities include several safety factors. Therefore, it is highly unlikely that the tower will fail structurally in a wind event where the design wind speed is exceeded within the range of the built-in safety factors.

Should the wind speed increase beyond the capacity of the built-in safety factors, to the point of failure of one or more structural elements, the most likely location of the failure would be within one or more of the tower members in the upper portion. This would result in a buckling failure mode, where the loaded member would bend beyond its elastic limit (beyond the point where the member would return to its original shape upon removal of the wind load).

Therefore, it is likely that the overall effect of such an extreme wind event would be localized buckling of a tower section. Assuming that the wind pressure profile is similar to that used to design the tower, the tower is most likely to buckle at the location of the highest combined stress ratio in the upper portion of the tower. This would result in the portion of the tower above the failure location "folding over" onto the portion of the tower below the failure location. *Please note that this letter only applies to the above referenced tower designed and manufactured by Sabre Industries.* In the unlikely event of total separation, this would result in a fall radius of 125' or less at ground level.

Sincerely,

Keith J. Tindall, P.E., S.E.
Vice President, Telecom Engineering



OFFICIAL PUBLICATION
FOR THE
VILLAGE OF WILLIAMS BAY
Walworth County, Wisconsin

NOTICE OF PUBLIC HEARING
FOR A
ZONING MAP AMENDMENT
BEFORE THE
PLAN COMMISSION

January 14, 2025 at 6:30 PM

Village Hall Council Room
250 Williams Street

APPLICANT(S): Yerkes Future Foundation, Inc. (Owner)

TAX KEY NUMBER: WWUP 00010, WOB 00027A and WOB 00019A

STREET ADDRESS: South of Geneva St. along Observatory Place, Williams Bay, WI 53191

Applicant requests a zoning map amendment per Section 390-1205 *Zoning Map Amendments* to rezone approximately 4.5 acres from SF-3 Suburban Residential District to P & I Public and Institutional District.

All interested in the above matter are invited to attend. Copies of the application are on file at the Village Hall and are available for public inspection during regular office hours on Monday, Tuesday, Wednesday, Friday from 8:30 am – 5:00 pm and Thursday 8:30 am – 12:00 pm.

Tina Kolls
Village Clerk
Published December 26, 2024 and January 2, 2025



VILLAGE OF WILLIAMS BAY

Office of Zoning Administrator

Evaluation Report Plan Commission Meeting January 14, 2025

January 7, 2025

APPLICANT: Yerkes Future Foundation, Inc. (Owner)

TAX KEY: WWUP 00010, WOB 00027A and WOB 00019A

STREET ADDRESS: South of Geneva St. along Observatory Place, Williams Bay, Wisconsin

Applicant requests a zoning map amendment per Section 390-1205 *Zoning Map Amendments* to rezone approximately 4.5 acres from SF-3 Suburban Residential District to P & I Public and Institutional District.

ORDINANCE REFERENCES

The Zoning Administrator shall review the application and evaluate whether the proposed amendment meets the following criteria:

- (a) Advances the purposes of this chapter as outlined in § 390-0103 and the applicable rules of Wisconsin Department of Administration and the Federal Emergency Management Agency (FEMA). [Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. II)] **YES**
- (b) Is in harmony with the recommendations of the Comprehensive Plan. If the Zoning Administrator determines that the proposal may be in conflict with the provisions of the Comprehensive Plan, the Zoning Administrator shall note this determination in the report. **YES**
- (c) Maintains the desired overall consistency of land uses, land use intensities, and land use impacts within the pertinent zoning district(s). **YES**
- (d) The amendment may also address any of the following situations that may not be properly addressed on the current Official Zoning Map:
 - [1] The designations of the Official Zoning Map are not in conformance with the Comprehensive Plan and the amendment is being requested to make the zoning district consistent with the Comprehensive Plan.
 - [2] A mapping mistake was made. If this reason is cited, it must be demonstrated that the discussed inconsistency between actual land use and designated zoning is not intended, as the Village may intend to stop an undesirable land use pattern from spreading.
 - [3] Factors have changed (such as new data, infrastructure, development, annexation, or other zoning changes), making the subject property more appropriate for a different zoning district.
 - [4] Growth patterns or rates have changed, creating the need for an amendment to the Official Zoning Map.

CONCLUSIONS:

The zoning map amendment is necessary to bring the zoning into conformance with the existing use and the comprehensive land use plan map.

Respectfully submitted,

Bonnie 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:

Physical Address of Site: S of Geneva Street, Williams Bay 53191

Tax Parcel Number: WWUP 00010, WOB 00027A, WOB 00019A

Project or Development Name: Yerkes Observatory

Applicant

Name: Yerkes Future Foundation

Mailing Address: 373 W Geneva Street, Williams Bay 53191

eMail: dkois@yerkessobservatory.org

Phone: 262-245-5555

Owner of Site

Name: (same)

Mailing Address:

eMail:

Phone:

Legal Representative

Name: n/a

Mailing Address:

eMail:

Phone:

Architect, Engineer, Contractor

Name: n/a

Mailing Address:

eMail:

Phone:

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

Tax Key Numbers WWUP 00010, WOB 00027A, WOB 00019A, approx 4.5 acres owned by Yerkes Future Foundation.

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

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

Proposed Zoning of Site: P&I Public and Institutional

Proposed type of structure of use: No change of use

Proposed use of structure or site: No change of use

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):

Rezoning request submitted at the request of the Village of Williams Bay, so that all parcels owned by Yerkes Future Foundation that are a part of the Yerkes property are properly zoned P&I. There is no change of use, construction, or alteration to these parcels planned or proposed.

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

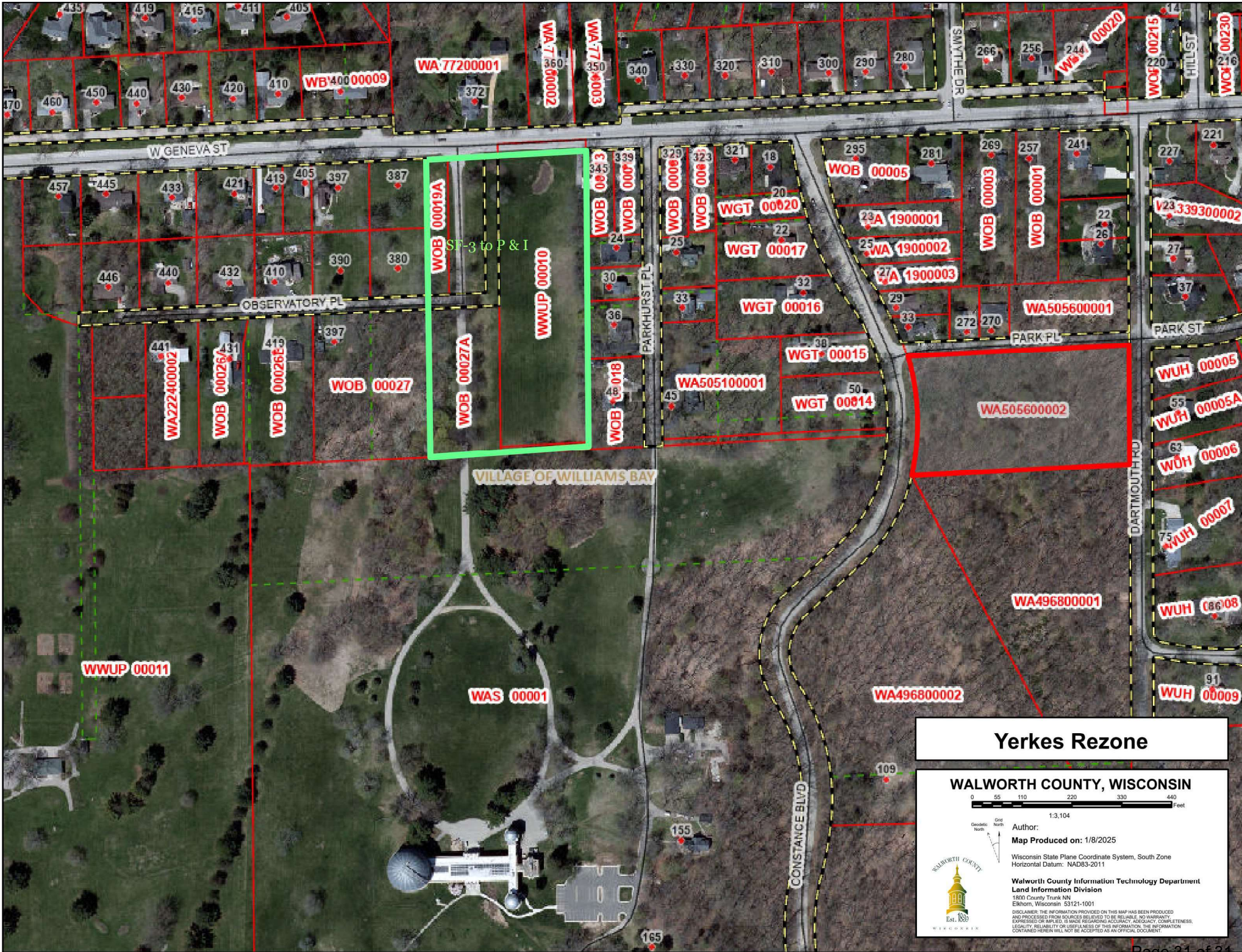
Submitted at the request of the Village of Williams Bay to ensure Yerkes property matches the comprehensive plan.

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

There is no intended change of use from the prior 127 years for these parcels. The request is simply to correct the zoning to match the rest of Yerkes and align with the comprehensive plan.

Print Applicant's Name: Dennis Kois, Executive Director, YFF **Date:** 1/8/25

Signature of Applicant:  _____



SF-3 to P&I

Yerkes Rezone

WALWORTH COUNTY, WISCONSIN

0 55 110 220 330 440
Feet

1:3,104

Author:
Map Produced on: 1/8/2025

Wisconsin State Plane Coordinate System, South Zone
Horizontal Datum: NAD83-2011

Walworth County Information Technology Department
Land Information Division
1820 County Trunk NN
Elkhorn, Wisconsin 53121-1001

DISCLAIMER: THE INFORMATION PROVIDED ON THIS MAP HAS BEEN PRODUCED AND PROCESSED FROM SOURCES BELIEVED TO BE RELIABLE. NO WARRANTY, EXPRESSED OR IMPLIED, IS MADE REGARDING ACCURACY, ADEQUACY, COMPLETENESS, LEGALITY, RELIABILITY OR USEFULNESS OF THIS INFORMATION. THE INFORMATION CONTAINED HEREIN WILL NOT BE ACCEPTED AS AN OFFICIAL DOCUMENT.