



# VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | [vi.williamsbay.wi.gov](http://vi.williamsbay.wi.gov)

Phone: 262-245-2700

## NOTICE

### BUILDING, ZONING & ORDINANCE (BZO) COMMITTEE MEETING

**MONDAY, JULY 7, 2025 AT 4:00 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. Public Comments**
- IV. Discussion and Possible Action on Code Review/Maintenance Plan**
- V. Discussion and Possible Action for Codes to be Addressed this Year 2025**
- VI. Adjourn**

Susan Franzen

Building, Zoning and Ordinances Chair

*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: 07/03/2025 5:00 PM

## Code Review Priority Recommendations as of 5/22/2025

| Green: In progress         |                                                                         | Yellow: For consideration |                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Red: On hold |
|----------------------------|-------------------------------------------------------------------------|---------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| Code#                      | Code Name                                                               | Date last amended         | Reason for review                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Status       |
| 110-5(D)                   | Order in which business is transacted                                   |                           | President Jaramillo request to move public comments up on the agenda to just after the approval of minutes.                                                                                                                                                                                                                                                                                                                                                                   | X            |
| 128-3(J)                   | Alcohol Beverages>Operator's License                                    | 03/02/2020                | Consider adding surrender clause such as, "or after XX days after operator ceases operations / sales."                                                                                                                                                                                                                                                                                                                                                                        |              |
| 189-19                     | Fires and Fire Prevention>Open Burning                                  | 05/16/2016                | Review B.2.4 for potential modification to "nature conservancy" instead of specific to KNC to allow for controlled burns at the Preserve also.<br><br>Review D for potential revision for Fire Chief to approve special exceptions, not the Building Inspector.                                                                                                                                                                                                               |              |
| 205-27                     | Short-Term Rental of Residential Dwellings>Applicability                |                           | Why is a full month rental in February excluded?                                                                                                                                                                                                                                                                                                                                                                                                                              |              |
| 205-33                     | Short-Term Rental of Residential Dwellings>License application and fees |                           | Consider amending based on effective, enforceable codes from other Wisconsin municipalities, i.e. Madison requirement that it needs to be a room(s) contained within the primary residence structure and if the owner is not onsite, it can be rented a maximum of 30 days per calendar year, etc.<br><br>Consider other options to more effectively manage STRs within the Village.<br><br>Consider STR license for camp entities, e.g. Holiday Home's use of AirBnB & VRBO. |              |
| 229-3<br>229-8<br>390-0807 | Lighting, Outdoor>Shielding of outdoor light fixtures                   |                           | Review lighting ordinance with Yerkes Observatory staff and revise with "dark skies" in mind.                                                                                                                                                                                                                                                                                                                                                                                 |              |

Village of Williams Bay: Ordinance/Code Review

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|-------------------------|------------------------------------------------------------------------------------------------------------------------|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|                         | Lighting,<br>Outdoor>Architectural<br>lighting                                                                         |  |                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |
| 276-4<br>276-7          | Property<br>Maintenance>Exterior of<br>Premises                                                                        |  | Review to ensure ability to enforce.                                                                                                                                                                                                                                                                                                                                                                                                      |  |
| 280-12                  | Commercial use of launch<br>area                                                                                       |  | DNR required repeal of current ordinance as commercial fees are not allowed; Trustee Russell has proposed potential new language after meeting with Harbormaster Asta and Administrator Lothspeich.                                                                                                                                                                                                                                       |  |
| 281-5                   | Public Waters and<br>Beaches>General<br>Regulations>Slips not in<br>cribs, shore stations, ramps,<br>and mooring whips |  | Amend to align with DNR, consistency in fees; call DNR                                                                                                                                                                                                                                                                                                                                                                                    |  |
| 308-13?                 | Solid Waste and Recycling –<br>waste hauling                                                                           |  | Consider revisions for picking up and disposing of used motor oil or other items relative to current waste hauling agreement.                                                                                                                                                                                                                                                                                                             |  |
| 327                     | Transient Merchant                                                                                                     |  | <p>Review and consider revising to change “eleemosynary” to “charitable” or similar.</p> <p>Review and consider whether food trucks might fall under the definition of Transient Merchant.</p> <p>Ensure clarity as to registration for all employees or contractors of Transient Merchant, versus the company.</p> <p>Review current relevance of health certification, 327-4, (B.3.)</p> <p>Provide a process for code enforcement?</p> |  |
| 331-2<br>(D3), E,<br>F) | Trees>Tree<br>Removal>Replacement<br>Trees, Tree Protection, Fee<br>Required                                           |  | Review for enforceability of replacement trees or donation to KNC. Cite recent pictures and complaints received. Address residents who resist requests to cut down dead trees as requested by the Village.                                                                                                                                                                                                                                |  |

Village of Williams Bay: Ordinance/Code Review

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|-----------------------------------|-------------------------------------------------|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|                                   |                                                 |  | 9015 confirming that the Village Code does not clearly state if the fees are per vehicle or flat fee; As Tina hasn't received any applications in her time with the Village this is the first time that this has come up; Based upon the Pf amounts I would guess that the fees are intended to be »per vehicle«; |  |
| Article 10: 390-1012 and 390-1212 | Signs                                           |  | Discuss with Zoning Administrator about potential issues with signage.                                                                                                                                                                                                                                            |  |
| 390-0312                          | Zoning>Land Use Regulations>Storage Land Uses   |  | Review for enforceability of item storage in yards, e.g. boats and other items.                                                                                                                                                                                                                                   |  |
| 390-0316                          | Zoning>Land Use Regulations>Temporary Land Uses |  | Review B for potential revision to address food trucks – do these need their own ordinance? Identify allowable location(s), events & permits, and commercial food trucks on private (residential) property. Clerk receives 1-2 requests/month.                                                                    |  |
| 390-0809                          | Fencing Standards                               |  | Review and consideration of any updates. Review number and type of requested variances to fencing code. How many have been approved? Denied?                                                                                                                                                                      |  |

## Village of Williams Bay: Ordinance/Code Review

### Items without current code reference

| Item                                                                                               | Source / Requestor                                                        | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Code X. Children using chalk on Village streets                                                    | Residents at 06/16/25 Board meeting                                       | WI State Statute 943.017 Graffiti. (1) Whoever intentionally marks, draws, or writes with paint, ink, or another substance on or intentionally etches into the physical property of another without the other person's consent is guilty of a Class A misdemeanor.<br><br>Address safety issues.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 345-10. Mirroring county fee schedule for police fees                                              | Chief Timm                                                                | Consider revising this code to indicate that applicable fees will "mirror" the Walworth County Fee                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Code X. Furniture on curb or items accumulating in front, side, or back yards. Maybe 276-4, 276-7? | Multiple residents (Board meetings and 06/07/25 Library Listening Session | Primary concerns related to Geneva St and Clover                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 308-22. Specified Containers                                                                       |                                                                           | Revisions needed regarding bin size and placing of excess recyclables. Plan for consistent enforcement of C needed.<br><br>A. Solid waste shall be placed for collection in adequate garbage containers or disposable plastic bags not to exceed 50 pounds per container or 33 gallons, and contained in a manner to avoid litter.<br><br>B. Recyclables shall be placed in the recyclable bins to be furnished by the collector contractor. If there is a greater amount of recyclables than can be contained in the designated bin, those excess materials can be placed on top of or adjacent to the recycling container, clearly separated from the garbage.<br><br>C. No solid waste and recyclables shall be placed as herein required at the specific collection point sooner than 24 hours prior to the regularly scheduled collection time or be allowed to remain at the curb longer than 12 hours thereafter. |

Village of Williams Bay: Ordinance/Code Review

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|-----------------------------------------------------------------|------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|
| 145.3 Skateboards, bicycles, in-line skates and similar devices | Resident at 06/07/25 Library Listening Session | Consider potential revision to address scooters/electric scooters on streets and sidewalks to address safety issues. |
| Waterway Structure permits? (not sure what the Code # is)       | Dave L.                                        |                                                                                                                      |