



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, AUGUST 5, 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. Plan Commission Meeting Minutes of July 8, 2025
- V. Recommendation and Possible Action for an Extraterritorial Zoning 3 Lot Certified Survey Map
 - A. APPLICANT: Kristin J Belongia, James M Leronimo (Owner)
TAX KEYS: IA320900001-IA320900004
STREET ADDRESS: W4340 Laurel Street
The applicant is requesting approval of a 3-lot certified survey map (CSM) located within the Town of Linn ETZ. The proposed CSM is a re-division of existing Lots 1-3 to remove an existing outlot and create 3 larger lots, all with a 50' wide access easement.
- VI. Recommendation and Possible Action for Evaluation of 90-day Architectural Review Deadline
 - A. APPLICANT: Dancing Dudes, LLC (Owner)
TAX KEY: WOP 00088
STREET ADDRESS: 77 N. Walworth Ave, Williams Bay, WI 53191
The applicant previously requested a recommendation to the Village Board for approval for an architectural design alteration to remove the window shutters and to have black metal awnings on the upper level and black cloth awnings on the lower level at the May 13, 2025, Plan Commission Meeting. A motion to recommend a 90-day architectural review on the building to determine whether or not the shutters will or will not need to be included and installed, whether or not planter boxes need to be installed, as well as review a written opinion as to the feasibility of the shielding of the vent from the north side of the property.
- VII. Recommendation and Possible Action for a Revision to Proposed Signage in the Village Center District
 - A. APPLICANT: Gianna Hogan, Sweat Collective LLC (Owner)
TAX KEY: WOGC 00001
STREET ADDRESS: 77 N. Walworth Avenue Unit 1, Williams Bay, WI 53191

Applicant requests the approval of additional wall signage for the Heatwave yoga studio. The original approval for the building was for unlit awning and wall signage but did not include any signage for Unit 1 of the building.

VIII. Adjournment

Adam Jaramillo
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: 07/30/2025 5:00 PM



VILLAGE OF WILLIAMS BAY

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

Phone: 262-245-2700

UNOFFICIAL MINUTES PLAN COMMISSION MEETING 7/8/2025 MEETING TUESDAY, JULY 8, 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.

I. Call to Order

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

II. Roll Call

Present: President Adam Jaramillo, Trustee Lowell Wright, Commissioners Maggie Gage, Marianne Klemke, Matt Robbins, Mike Fieweger, Jess Haak

Also Present: Zoning Administrator Allison Schwark, Clerk Tina Kolls

III. Pledge of Allegiance

The Pledge of Allegiance was recited by all.

IV. Minutes

A. Plan Commission Meeting Minutes of May 13, 2025

The motion to approve the Plan Commission Meeting Minutes of May 13, 2025 was initiated by Commissioner Robbins and seconded by Commissioner Fieweger. Commissioner Haak abstained. Motion carries.

V. 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 00061

STREET ADDRESS: 4954 Hwy. 50, Town of Delavan

The applicant is requesting approval of a condominium plat addendum to convert one of the existing rental storage buildings into an owner-occupied condominium building. The proposed addendum would eliminate units 5 and 6 redefining them as condo units.

The motion to approve the condominium plat addendum to convert one of the existing rental storage buildings into an owner-occupied condominium building. The proposed addendum would eliminate units 5 and 6 redefining them as condo units was initiated by Commissioner Haak and seconded by Commissioner Klemke. Unanimously carried.

VI. Adjournment

The motion to adjourn was initiated by Trustee Wright and seconded by Commissioner Gage at 06:40pm. 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
Plan Commission Meeting
August 5, 2025

July 29, 2025

APPLICANT: Kristin J Belongia, James M Leronimo (Owner)
TAX KEYS: IA320900001-IA320900004
STREET ADDRESS: W4340 Laurel Street

The applicant is requesting approval of a 3-lot certified survey map (CSM) located within the Town of Linn ETZ. The proposed CSM is a redivision of existing Lots 1-3 to remove an existing outlot, creating 3 larger lots all with a 50' wide access easement.

Based on the application, the applicant has met all the requirements of Section 375-0306 *Minor Land Division (Certified Survey Map)* and 375-0600 *Certified Survey Map*.

Staff recommends approval of the proposed Certified Survey Map, with the condition that the easement documents are recorded in conjunction with the Certified Survey Map.

Respectfully submitted,

Allison Schwark
Zoning Administrator

April 29, 2025

Attn. Tina Kolls, Village Clerk
Village of Williams Bay
250 Williams Street
PO Box 580
Williams Bay, 53191

RE: 3-Lot Certified Survey Map Submittal
W4340 Laurel Street, Lake Geneva (Being Lots 1-3 and Outlot 1 of CSM 3209)

Dear Attn. Tina Kolls, Village Clerk:

Attached please find 12 copies each of this cover letter, the Planning Request Application and Certified Survey Map along with a fee payment of \$260 for submittal to the Village's June 10th Plan Commission agenda.

This Certified Survey Map is a redivision of Lots 1-3 and Outlot 1 to remove the Outlot and make Lots 1-3 bigger and create a new 50' wide cross access easement. The existing 15' utility easement will also be released with this redivision.

If any questions or concerns, please contact me for further information.

Respectfully,

R.H. BATTERMAN & CO., INC.
Engineers | Surveyors | Planners



Kristin J. Belongia, PLS
Vice President of Survey

Pc: Bridget McCarthy, Sweet & Maier and James Ieronimo



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:

\$2600.00 #71584

Physical Address of Site: W4340 Laurel Street, Lake Geneva, WI 53147

Tax Parcel Number: IA320900001, 2, 3 & 4

Project or Development Name: 3-Lot CSM

Applicant

Name: Kristin J Belongia
Mailing Address: 1040 N. Wisconsin Street
Elkhorn, WI 53121
eMail: kbelongia@rhbatterman.com
Phone: 262-930-3146

Owner of Site

Name: James M Ieronimo
Mailing Address: W4340 Laurel St.
Lake Geneva, WI 53147
eMail: whoier@charter.net
Phone: 312-835-8552

Legal Representative

Name: Bridget J. McCarthy Sweet & Maier, S.C.
Mailing Address: 114 N. Church St.
Elkhorn, WI 53121-0318
eMail: bmccarthy@wisclaw.com
Phone: 262-723-5480

Architect, Engineer, Contractor

Name: Kristin Belongia PLS/ RH Batterman
Mailing Address: 1040 N. Wisconsin Street
Elkhorn, WI
eMail: kbelongia@rhbatterman.com
Phone: 262-930-3146

Application for Village of Williams Bay

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

LOT 1 CERTIFIED SURVEY NO. 3209 AS RECORDED IN VOL 17 OF C.S. ON PAGE 326 WCR. LOCATED
IN NE 1/4 NW 1/4 SEC 5 T1N R17E

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

Current Zoning of Site: R-1 Residential **Current Overlay Districts of Site:** _____

Proposed Zoning of Site: R-1 Residential

Proposed type of structure of use: n/a

Proposed use of structure or site: n/a

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):

A redivision to remove the outlot and replat with a 50' access easement.

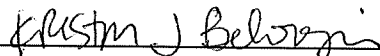
Statement showing compatibility of proposed zoning district and/or proposed use to the Village Comprehensive Plan: (Attach separate sheet if additional space is needed)

No change to zoning.

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

No change to zoning.

Print Applicant's Name: Kristin J. Belongia **Date:** 4/22/2025

Signature of Applicant: 



TOWN OF LINN

Date: July 14, 2025

NAME OF APPLICANT: Kristin J. Belongia RH Batterman

PROPERTY OWNER: James Ieronimo

TOWN: Town of Linn

TAX PARCEL NUMBERS: # IA320900001, IA320900002, IA320900003, IA320900004

CSM:

- Applicant Kristin J. Belongia of RH Batterman representing James Ieronimo Owner of W4340 Laurel Street, is requesting a Certified Survey Map for a redivision of lots 1-3 and Outlot 1 (parcels # IA320900001, IA320900002, IA320900003, IA320900004), to remove the Outlot and make Lots 1-3 bigger and create a new 50-foot-wide cross access easement. The existing utility easement will also be released with this redivision.

TOWN OF LINN BOARD DECISION: Motion Passed 5-0

Weiss / Palmer motioned to approve this CSM. Motion Carried.

Roll vote: Zimmerman-yes, Leith-yes, Weiss-yes, Palmer-yes, Livingston-yes

Chairman Weiss stated that the Plan Commission unanimously recommended this CSM to the Town Board. The lots are simply being reconfigured, and they will be more accessible.

Thank you,

Alyson Morris
Town of Linn Clerk



VILLAGE OF WILLIAMS BAY
Office of Zoning Administrator

Evaluation Report
Plan Commission Meeting
August 5, 2025

July 29, 2025

APPLICANT: Dancing Dudes, LLC (Owner)

TAX KEY: WOP 00088

STREET ADDRESS: 77 N. Walworth Ave, Williams Bay, WI 53191

The applicant previously requested a recommendation to the Village Board for approval for an architectural design alteration to remove the window shutters and to have black metal awnings on the upper level and black cloth awnings on the lower level at the May 13, 2025, Plan Commission Meeting. A motion to recommend a 90-day architectural review on the building to determine whether or not the shutters will or will not need to be included and installed, whether or not planter boxes need to be installed, as well as review a written opinion as to the feasibility of the shielding of the vent from the north side of the property.

This motion was supported and carried at the May 19, 2025, Village Board meeting, and the 90-day period has now passed. Plan Commission shall finalize their architectural review and make a determination on the remaining three items listed above.

Respectfully submitted,

Allison Schwark
Zoning Administrator



Black
Canvas
Awning #1
#2
#3

Green Grocer & Deli
Clear Waters Salon Med Spa
Chocolaterie Colibri

Second Floor Awnings
* Black Metal

A





Mikols Construction, Inc.

1887 High Grove Lane · Naperville, IL 60540 · Phone (630) 922-0072 · Fax (630) 922-0075

July 14, 2025

Village of Willimas Bay
250 Williams St.
Williams Bay, WI

Re: 77 N Walworth Exhaust Fan Enclosure

Dears Sirs:

To ensure the required clearances and space for proper operation, service and cleaning an enclosure/screen would have to be huge compared the actual fan size. Installing an enclosure large enough would really then create a visual issue.

For the framing required of the screen, we need to take into consideration the wind loads on the screen. The needed supports to enclose the fan would just add even more framing components and quite frankly would not look very good.

Please let me know if you need any additional information or have any questions.

Sincerely,

Randy Mueller

Randy Mueller
Mikols Construction, Inc



VILLAGE OF WILLIAMS BAY

Office of Zoning Administrator

Evaluation Report Plan Commission Meeting August 5, 2025

July 29, 2025

APPLICANT: Gianna Hogan, Sweat Collective LLC (Owner)

TAX KEY: WOGC 00001

STREET ADDRESS: 77 N. Walworth Avenue Unit 1, Williams Bay, WI 53191

Applicant requests the approval of additional wall signage for the Heatwave yoga studio. The original approval for the building was for unlit awning and wall signage but did not include any signage for Unit 1 of the building. Additionally, a window sign has already been installed at Unit 1 of the building for Heatwave, and no permits were issued for the signage, nor was it approved through the building's site plan and architectural review. It is unclear if the signage covers more than 30% of the window.

Section 390-0705.C(2)(d) Village Center Overlay Sign Design Standards:

Design of signage.

- [1] Signs shall be constructed of materials consistent with the architecture of the building.
- [2] Internally lit signage is prohibited.
- [3] Awning signs shall be discouraged.
- [4] On buildings with more than one story, wall signage shall not be placed above the ground floor.
- [5] Window signage shall not cover more than 30% of any ground floor window or more than 10% of any upper-story window.
- [6] Freestanding pole signs shall be prohibited. All freestanding signs shall be monument-style signs.
- [7] Roof signs are prohibited.

Respectfully submitted,

Allison Schwark
Zoning Administrator



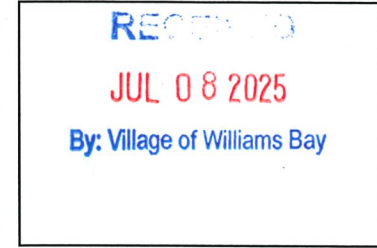
Zoning Permit Application Village of Williams Bay

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

Request:
Please check all that apply.

- Residential Principal Use 1 or 2 Family \$175.00
- Residential Addition \$75.00
- Residential Accessory Use \$75.00
- Fence \$75.00
- Deck \$75.00
- Swimming Pool \$100.00
- Commercial Principal Use (includes multi-family) \$150.00
- Commercial Addition \$100.00
- Commercial Accessory Use \$100.00
- Signage \$50.00 first 20 sq. ft. plus \$.50 per sq. ft. thereafter
- Lakefront and Shoreyard Projects \$75.00
- Other: _____ Fee: _____

Date application was received:



Fee Paid: _____

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

Owner's Name: Gianna Hogan Phone No.: 630-956-6999

Mailing Address: 1298 Prestwick Ln, Hasca IL 60143

Applicant's Name: Gianna Hogan Phone No. "

Mailing Address: "

Physical Address of Site: 1 E Geneva St, Williams Bay Tax Parcel No: WOP 00088

Subdivision Name: _____ Lot No. _____ Block No. _____

Current Zoning of Site: Commercial Current Overlay Districts of Site: _____

Proposed type of structure: _____

Proposed use of structure or site: _____

Lot Area _____ sq. ft. Proposed Bldg. / Structure Footprint Area _____ sq. ft.

Existing Building Coverage on Site: _____% Proposed _____%

Existing Impervious Surface Coverage on Site: _____% Proposed _____%

Proposed Setbacks: Front _____ Rear _____ Left _____ Right _____

Proposed Building Height _____ ft.

Applicant's Signature: [Signature] Date: 7/8/25

OFFICE USE ONLY:

PERMIT FEES:		PERMIT ISSUED BY:	
Permit	\$ _____	Name:	_____
Admin Fee	\$ _____	Date:	_____
Other	\$ _____	Tel:	_____
Total	\$ _____	Permit No.	_____

CONDITIONS OF APPROVAL:





