



VILLAGE OF WILLIAMS BAY

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OFFICIAL MINUTES BUILDING, ZONING & ORDINANCES COMMITTEE MEETING - THURSDAY, 05/01/2025 MEETING THURSDAY, MAY 1, 2025 AT 8:30 AM 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

Chairman Trustee Franzen called the meeting to order at 08:30am.

II. Roll Call

Present: Trustees Franzen, Vlach, and Russell

Also Present: Administrator Lothspeich, President Jaramillo, Clerk Kolls

III. Public Comments. *Public comments on non-agenda items by attendees will be limited to a maximum of 3 minutes per person and a maximum of 10 minutes in total.*

There were no public comments.

IV. Discussion and Possible Action on Rescinding Existing Village Ordinance Chapter 281 Public Waters and Beached Article I General Regulations 281-12 Re Commercial Use Launch Area.

The motion to repeal the existing village Ordinance Chapter 281 Public Waters and Beached Article I General Regulations 281-12 Re Commercial Use Launch Area was initiated by Trustee Franzen and seconded by Trustee Vlach. Unanimously carried.

V. Discussion and Possible Action on Zoning Administrator Position

The motion to approve the contract with Municipal Code Enforcement LLC for the Zoning Administrator Position was initiated by Trustee Franzen and seconded by Trustee Russell. Unanimously carried.

VI. Review of Ordinance 110-5 Village Board Bylaws (D) to amend the order in which business is transacted by the Board during meetings. Consideration of ways to provide for flexibility in the order of agenda items as long as all items are addressed. Consider a single requirement for Board and Committee agendas regarding public comment periods during meetings.

The motion to move the public comment periods during meetings up to after the meeting minutes was initiated by Trustee Franzen and seconded by Trustee Vlach. Unanimously carried.

VII. Discussion regarding authority/responsibility of the Building, Zoning & Ordinances Committee, specifically, defining the "building and zoning permits" and "zoning" issues that fall under this committee and an understanding of what falls under the Plan Commission and Zoning Board of Appeals respective authorities.

This committee discussed the authority and responsibility of the Building, Zoning & Ordinances Committee.

VIII. Acknowledgment of Ordinance 2025-01 Annexation (NCM) and Ordinance 2025-02 Zoning Map

Amendment (NCM) which, as Non-Code Material, do not require action by the Building Zoning & Ordinance Committee

This item was for committee acknowledgement only.

- IX.** Discussion regarding the possible development of a process and schedule for code maintenance, including establishing a code review schedule, prioritization for review, standards for evaluating codes, and level of community engagement.

The committee discussed the possible development of a process and schedule for code maintenance.

- X.** Adjourn

The motion to adjourn was initiated by Trustee Vlach and seconded by Trustee Russell at 09:30am. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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