



VILLAGE OF WILLIAMS BAY

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OFFICIAL MINUTES PLAN COMMISSION MEETING 10/07/2025 MEETING TUESDAY, OCTOBER 7, 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 August 5, 2025

The motion to approve the Plan Commission Meeting Minutes of August 5, 2025 was initiated by Trustee Wright and seconded by Commissioner Haak. Unanimously carried.

V. Recommendation and Possible Action for a One Lot Certified Survey Map

A. APPLICANT: John Cisko (Owner)

TAX KEYS: WSS 00019 and WSS 00020

STREET ADDRESS: 194 Elmhurst Court, Williams Bay, WI 53191

The applicant is requesting approval of a 1 lot certified survey map (CSM) located within the Village of Williams Bay. The proposed CSM is a consolidation of two existing parcels to prepare for a new construction project.

The motion to recommend Village Board approval of a 1 lot certified survey map (CSM) located within the Village of Williams Bay. The proposed CSM is a consolidation of two existing parcels to prepare for a new construction project was initiated by Trustee Wright and seconded by Commissioner Gage. Unanimously carried.

VI. Recommendation and Possible Action for a Site Plan Review and Conditional Use Permit

A. APPLICANT: Yerkes Future Foundation Inc. (Owner)

TAX KEY: WA518500001

STREET ADDRESS: 373 W Geneva Street, Williams Bay, WI 53191

The applicant request a site plan review and conditional use permit per Section 390-0223 Conditional Use Permit, and Section 390-0223(C) (14) Large Developments, for the construction of a new playground space; and a pavilion building that includes a patio area, two family restrooms, and nursing/sensory room.

B. Open Public Hearing

President Jaramillo opened the public hearing at 06:43 pm.

Dennis Kois, Yerkes Observatory, Executive Director, briefly described the details of the application for the conditional use permit. Kois explained that this project is important to Yerkes as it would provide a way for kids to connect and engage.

Laura Lombardo, 38 Constance Blvd, spoke on behalf of several neighbors in opposition of the proposed exit road onto Constance Blvd. Lombardo asked that the parking and traffic flow be addressed before the Site Plan and Conditional Use Permit be approved.

Frost Williams, 45 Parkhurst, stated that they are strong supporters of Yerkes and the playground project but are concerned about the order in which things are being considered. Williams asked that parking and traffic flow be addressed first. Williams asked that traffic enter and exit off of Geneva Street.

C. Close Public Hearing

President Jaramillo closed the public hearing at 06:55 pm.

D. Discussion and Possible Recommendation for a Site Plan Review and Conditional Use Permit

The motion to table the site plan review and conditional use permit per Section 390-0223 Conditional Use Permit, and Section 390-0223(C) (14) Large Developments, for the construction of a new playground space; and a pavilion building that includes a patio area, two family restrooms, and nursing/sensory room was initiated by Trustee Wright and seconded by Commissioner Klemke. Unanimously carried.

VII. Recommendation and Possible Action for Evaluation of 30-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 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. Following the 90-day deadline Plan Commission and Village Board voted to extend the deadline by 30 days to have the planter boxes ordered/installed, and the metal awnings ordered/installed.

The motion to table the 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 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. Following the 90-day deadline Plan Commission and Village Board voted to extend the deadline by 30 days to have the planter boxes ordered/installed, and the metal awnings ordered/installed was initiated by Commissioner Haak and seconded by Commissioner Robbins. Unanimously carried.

VIII. For Informational Purposes Only - Project Concept Review

A. APPLICANT: Anthony Navilio (Owner)

TAX KEY: WOP 00053

STREET ADDRESS: 80 N Walworth Avenue and 17 W Geneva Street, Williams Bay, WI 53191

The applicant requests conceptual feedback on a proposal for new development located on the corner of Walworth Avenue and Geneva Street. The development would include a mix of residential and commercial uses.

Applicant Anthony Navilio presented a conceptual plan for a new development located on the corner of Walworth Avenue and Geneva Street. The Plan Commission gave feedback on the plan including the following:

- The Plan Commission Members would like to see more Commercial Space.
- The Plan Commission Members would like to see buildings that comply with Village Ordinances on height.
- The Plan Commission would like to see buildings that comply with current Zoning.

IX. Adjournment

The motion to adjourn was initiated by Commissioner Gage and seconded by Trustee Wright at 07:47pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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