



VILLAGE OF WILLIAMS BAY

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

Phone: 262-245-2700

OFFICIAL MINUTES PLAN COMMISSION MEETING 02/11/2026 - PART 1 OF 2 MEETING

WEDNESDAY, FEBRUARY 11, 2026 AT 6:30 PM
WILLIAMS BAY SCHOOL - AUDITORIUM
(SOUTH BUILDING ENTRANCE & PARKING LOT)
500 WEST GENEVA STREET, WILLIAMS BAY, WI 53191

PART 1 OF 2 - AGENDA ITEMS I. THROUGH V. E. 1.

**THERE MAY BE A QUORUM OF VILLAGE TRUSTEES PRESENT, NO BOARD
BUSINESS WILL BE CONDUCTED.**

I. Call to Order (Online Meeting Packet 1 of 2)

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, Colin Doerge, Jess Haak

Also Present: Trustees Rob Umans, Mary Bartholomew, Steve Russell, Village Attorney Mark Schroeder, Administrator David Lothspeich, Village Engineer Doug Snyder, Zoning Administrator Allison Schwark, Village Planner Sonja Kruesel, Clerk Tina Kolls

III. Pledge of Allegiance

Pledge of Allegiance was recited by all.

IV. Meeting Decorum

- A. Public Comments. As established by Village Code, the Village Plan Commission and Village Board held a public hearing for the General Development Plan (GDP). With the GDP having been approved, the Plan Commission is meeting to evaluate the Final Development Plan (FDP) and make a determination whether the FDP is consistent with the GDP. Village Code does not provide for public hearing for FDP and there will not be public comment at this meeting. The Village encourages all interested in providing comment on the FDP to email Village Clerk Tina Kolls at clerk@vi.williamsbay.wi.gov or in writing. All comment communications received by Noon, Tuesday, February 10, 2026 will be sent to all Plan Commission Members.
- B. Meeting Decorum. According to Robert's Rules of Order, meeting decorum means maintaining respectful and orderly behavior during a meeting. Violators of meeting decorum will be excused from the meeting.

V. Presentations - Williams Bay Support Staff & Applicant Topography Representatives

- A. Village Zoning Administrator Allison Schwark - Consistency of Final Development Plan (FDP) Application

with the Approved General Development Plan (GDP)

Zoning Administrator Allison Schwark gave a brief presentation on the consistency of the Final Development Plan (FDP) application with the approved General Development Plan (GDP).

- B.** Village Planner Sonja Kruesel, Vandewalle Associates - Consistency of Final Development Plan (FDP) Application with the Village's Comprehensive Plan

Village Planner Sonja Kruesel, Vandewalle Associates gave a brief presentation on the consistency of Final Development Plan (FDP) Application with the Village's Comprehensive Plan.

- C.** Village Tree Commissioner Allison Schwark - Review of Tree Preservation Plan for Consistency of Final Development Plan (FDP) Application with the Approved General Development Plan (GDP)

Village Tree Commissioner Allison Schwark gave a brief presentation of the Tree Preservation Plan for Consistency of Final Development Plan (FDP) Application with the Approved General Development Plan (GDP).

- D.** Village Engineer Doug Snyder - Review of Project Improvements for Consistency of Final Development Plan (FDP) Application with the Approved General Development Plan (GDP)

Village Engineer Doug Snyder gave a brief presentation of Project Improvements for Consistency of Final Development Plan (FDP) Application with the Approved General Development Plan (GDP).

- E.** Applicant Topography - Presentation of Application for Final Development Plan (FDP)

The Applicant Topography gave a brief presentation of the Application for Final Development Plan (FDP).

- 1.** PDO and Site Plans

- a.** **REFER TO PLAN COMMISSION MEETING 02/11/2026 PART 2 OF 2 FOR THE FOLLOWING ATTACHMENTS**

- 2.** Storm Water Management, Utility Easements and Vacations

- 3.** CSM's, Condominium Plats and Covenants

VI. Plan Commission - Discussion Concerning Presentations

VII. Plan Commission - Discussion and Consideration of Motions Recommending The Topography Final Development Plan (FDP) Application for The Preserve Development to the Village Board of Trustees

- A.** Consideration of A Resolution Recommending Approval of The Topography Final Development Plan (FDP)

The motion to approve Plan Commission Resolution R-01-26 Recommending Approval of The Topography Final Development Plan (FDP) was initiated by Trustee Wright and seconded by Commissioner Haak. Unanimously carried.

VIII. Plan Commission - Discussion and Consideration of Certified Survey Map for the Conservancy Area - One (1) Lot Certified Survey Map

- A.** Consideration of A Resolution Recommending Approval of the Certified Survey Map (CSM) for the Conservancy Area - One (1) Lot CSM

The motion to approve Plan Commission Resolution R-02-26 Recommending Approval of the Certified Survey Map (CSM) for the Conservancy Area - One (1) Lot CSM was initiated by Trustee Wright and seconded by Commissioner Fieweger. Unanimously carried.

IX. Plan Commission - Discussion and Possible Consideration on Certified Survey Map for the Preserve Resort Area - Four (4) Lot Certified Survey Map

- A.** Consideration of A Resolution Recommending Approval of A Certified Survey Map (CSM) for the Preserve Resort Area - Four (4) Lot CSM

The motion to approve Plan Commission Resolution R-03-26 Recommending Approval of A Certified Survey Map (CSM) for the Preserve Resort Area - Four (4) Lot CSM was initiated by Commissioner Haak and seconded by Commissioner Robbins. Unanimously carried.

X. Plan Commission - Discussion and Possible Consideration of Preliminary Condominium Plat for The Preserve, A Condominium At Williams Bay

A. Consideration of a Resolution Recommending Approval Of A Preliminary Condominium Plat for The Preserve

The motion to approve Plan Commission Resolution R-04-26 Recommending Approval Of A Preliminary Condominium Plat for The Preserve was initiated by Commissioner Gage and seconded by Commissioner Klemke. Unanimously carried.

XI. Adjournment

The motion to adjourn was initiated by Commissioner Robbins and seconded by Commissioner Klemke at 07:40pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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