



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 MEETING TUESDAY, JUNE 2, 2026 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.

THE MEETING WILL BE LIVE-STREAMED ON THE VILLAGE OF WILLIAMS BAY'S YOUTUBE, WHICH CAN BE FOUND HERE:

[HTTPS://YOUTUBE.COM/LIVE/ QESWLLCZWW?FEATURE=SHARE](https://youtube.com/live/QESWLLCZWW?FEATURE=SHARE)

I. Call to Order

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

II. Roll Call

Present: President Adam Jaramillo, Commissioners Maggie Gage, Marianne Klemke, Matt Robbins, Mike Fieweger, Colin Doerge, Jess Haak

Also Present: Trustees Rob Umans and Susan Franzen, Zoning Administrator Allison Schwark, Clerk Tina Kolls

Excused: Trustee Lowell Wright

III. Pledge of Allegiance

The Pledge of Allegiance was recited by all.

IV. Minutes

A. Plan Commission Meeting Minutes of May 5, 2026

The motion to approve the Plan Commission Meeting Minutes of May 5, 2026 was initiated by Commissioner Klemke and seconded by Commissioner Fieweger. Unanimously carried.

V. Recommendation and Possible Action for a Conditional Use Permit

- A. APPLICANT:** Katilin Lentz (Owner), Elisabeth Michaels (Applicant)
TAX KEY: WFS 00001A
STREET ADDRESS: 220 Elkhorn Road, Williams Bay, Wisconsin 53191

The applicant is requesting a Conditional Use Permit per Section 390-021(C)(15) and (16) to allow for live entertainment both indoors and outdoors on premises.

B. Open Public Hearing

The motion to open the public hearing was initiated by Commissioner Haak and seconded by Commissioner Robbins at 06:33 pm.

Elisabeth Michaels, Owner spoke briefly about the Condition Use Permit Request

Craig Johnson, Northland Neurology, 214 Elkhorn Road, Spoke requesting there be set hours for the live music to be after his business hours Monday through Friday. Mr. Johnson had no concerns about weekends.

C. Close Public Hearing

The motion to close the public hearing was initiated by President Jaramillo and seconded by Commissioner Klemke at 07:00 pm.

D. Discussion and Possible Action for a Conditional Use Permit

The motion to approve the Conditional Use Permit per Section 390-021(C)(15) and (16) to allow for live entertainment both indoors and outdoors on premises subject to the conditions outlined in 1, 2, and 4-17 of the Zoning Administrators Evaluation, and subject to the Zoning Administrator performing a live sound check with the live music to only be allowed Monday through Friday from 5:00 PM to 11:00 PM and Saturday and Sunday from 11:00 AM to 11:00PM was initiated by President Jaramillo and seconded by Commissioner Klemke. Unanimously carried.

VI. Recommendation and Possible Action for a Conditional Use Permit

A. APPLICANT: Women’s Leadership Center of Williams Bay, NFP (Owner), Yvette Howard (Applicant)

TAX KEY: WA 499800001

STREET ADDRESS: 333 Constance Blvd, Williams Bay, WI, 53191

The applicant is requesting a Conditional Use Permit amendment per Section 390-0223(C)(5) P & I Public Institutional District – Indoor Institutional – Intensive and Section 390-0821 Group Development and Large Development Standards to relocate refuse containers and enclosures and add a vehicle access gate to the front entrance.

B. Open Public Hearing

The motion to open the public hearing was initiated by Commissioner Haak and seconded by Commissioner Klemke at 07:20 pm.

Lyle Blackburn, spoke on behalf of the applicant, giving a brief summary of the request.

C. Close Public Hearing

The motion to close the public hearing was initiated by Commission Klemke and seconded by Commission Haak at 07:21 pm.

D. Discussion and Possible Action for a Conditional Use Permit

The motion to approve the Conditional Use Permit amendment per Section 390-0223(C)(5) P & I Public Institutional District – Indoor Institutional – Intensive and Section 390-0821 Group Development and Large Development Standards to relocate refuse containers and enclosures and add a vehicle access gate to the front entrance was initiated by President Jaramillo and seconded by Commissioner Fieweger. Unanimously carried.

VII. Adjournment

The motion to adjourn was initiated by Commissioner Robbins and seconded by Commissioner Gage at 07:24pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk