



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org Phone:
262-245-2700 | Fax: 262-245-2705

NOTICE

JOINT VILLAGE BOARD AND PLAN COMMISSION MEETING MONDAY, NOVEMBER 15, 2021 AT 5:30 PM VILLAGE HALL COUNCIL ROOM

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 October 12, 2021

V. Plan Commission Public Hearing for Zoning Map Amendment

- A. Open Public Hearing

- B. APPLICANT: Martin & Kristi Granberg (Owners)

TAX KEY: WWUP 00001

STREET ADDRESS: 205 Theatre Road, Williams Bay, Wisconsin 53191

The applicant requests a Zoning Map Amendment per 390-1205, *Zoning Map Amendments* to rezone approximately 1 acre from LI Light Industrial District to SF-1 Low Density Residential District.

- C. Close Public Hearing

VI. Plan Commission Recommendation for Zoning Map Amendment

- A. APPLICANT: Martin & Kristi Granberg (Owners)

TAX KEY: WWUP 00001

STREET ADDRESS: 205 Theatre Road, Williams Bay, Wisconsin 53191

The applicant requests a Zoning Map Amendment per 390-1205, *Zoning Map Amendments* to rezone approximately 1 acre from LI Light Industrial District to SF-1 Low Density Residential District.

VII. Board Consideration of Zoning Map Amendment Ordinance

- A. APPLICANT: Martin & Kristi Granberg (Owners)

TAX KEY: WWUP 00001

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approximately 1 acre from LI Public and Industrial District to SF-1 Low Density Residential District.

VIII. Plan Commission Recommendation for Acceptance of Dedication of Property

- A.** APPLICANT: University of Chicago (Owner)
TAX KEY: Part of WSA00001A
STREET ADDRESS: South side of Constance Blvd, Williams Bay, Wisconsin 53191

The applicant requests that the Village accept a common law dedication of 0.03 acres of land adjoining Constance Boulevard to be included in the Village road right of way.

IX. Board Consideration of Acceptance of Dedication of Property

- A.** APPLICANT: University of Chicago (Owner)
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The applicant requests that the Village accept a common law dedication of 0.03 acres of land adjoining Constance Boulevard to be included in the Village road right of way.

- B.** Resolution R-15-21 Accepting Dedication of Property

X. Williams Bay Comprehensive Plan Update

- A.** Presentation by Vandewalle and Associates

XI. Plan Commission Recommendation for Acceptance of Public Participation Plan

- A.** Resolution R-16-21 Plan Commission Recommending the Adoption of a Public Participation Plan for the Update of the Comprehensive Plan

XII. Board Consideration of Public Participation Plan

- A.** Resolution R-17-21 Village Board Recommending the Adoption of a Public Participation Plan for the Update of the Comprehensive Plan

XIII. Adjournment

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: 11/09/2021 5:00 PM



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org Phone:
262-245-2700 | Fax: 262-245-2705

UNOFFICIAL MINUTES PLAN COMMISSION 10/12/21 MEETING TUESDAY, OCTOBER 12, 2021 AT 6:30 PM VILLAGE HALL COUNCIL ROOM

I. Call to Order

Clerk Pankau called the meeting to order at 6:30pm.

II. Roll Call

Present: Trustee Parker, Commissioners Pat Watts, Maggie Gage, Jess Haak, Marianne Klemke, Jane Pegel and Matt Robbins

Also Present: Village Administrator Tobin, Zoning Administrator Schaeffer, Village Engineer Snyder and Clerk Pankau

Excused: President Duncan

III. Pledge of Allegiance

The motion to nominate Trustee Don Parker as Chairperson was initiated by Jess Haak and seconded by Maggie Gage. Unanimously carried.

IV. Minutes

A. Plan Commission Meeting Minutes of September 14, 2021

The motion to Approve the Plan Commission Meeting Minutes of September 14, 2021 was initiated by Jess Haak and seconded by Pat Watts. Unanimously carried.

V. Recommendation for a Extraterritorial Certified Survey Map

A. APPLICANT: Michael Landers (Owner)

TAX KEY: FD2500021A

STREET ADDRESS: 4954 Hwy 50, Delavan, Wisconsin 53115

The applicant requests a Certified Survey Map per 17.0900, *Extraterritorial Land Divisions*, to divide an existing 9.64 acre parcel into a 8.72 acre parcel and 0.92 acre parcel.

Warren Hansen, Engineer for Michael Landers, presented the project to divide the parcel.

The motion to Approve the Certified Survey Map per 17.0900, *Extraterritorial Land Divisions*, to divide an existing 9.64 acre parcel into a 8.72 acre parcel and 0.92 acre parcel for:

APPLICANT: Michael Landers (Owner)

TAX KEY: FD2500021A

STREET ADDRESS: 4954 Hwy 50, Delavan, Wisconsin 53115

was initiated by Jess Haak and seconded by Pat Watts. Unanimously carried.

VI. Discussion Regarding Proposed Annexation and Concept Plan

A. APPLICANT: Martin Hanley, Land & Lakes Development Co.

TAX KEY: WWUP 00084, IL 500005 and JG 3100009A

STREET ADDRESS: Vacant land located north of Willabay Woods, Williams Bay, Wisconsin 53191
Applicant is requesting discussion and comments regarding possible annexation and concept plan for a 41-lot single-family development.

Marty Hanley, President of Land & Lakes Development Co., presented their idea of putting a 41-lot single-family development on the vacant land located north of Willabay Woods to receive comments from the Plan Commission. He explained that the 30 acres are in three municipalities; the Town of Geneva, the Town of Linn and the Village of Williams Bay. He stated that they would like to annex the pieces of the Town of Geneva and the Town of Linn into the Village of Williams Bay for easier access to the subdivision and better phases for construction. He stated that they are seeking discussion with the Plan Commission regarding annexation of the two parcels not in Williams Bay, and approval itself of the subdivision.

Warren Hansen, Engineer for Land & Lakes Development Co., stated that all of the lots will be single-family homes, averaging about .5 of an acre. He stated that they are planning on keeping parts of the parcel as tree preservation lots so that they cannot be cut down and that they have included areas for stormwater management. He explained their anticipated timeline, hoping that construction would be completed by July to December of 2022.

Zoning Administrator Schaeffer stated that in her meetings they decided that it would be better to go through the annexation, rather than having traffic go through just Willabay Woods. She stated that the zoning and land uses are already correct in Williams Bay and that they could do this project on a smaller scale without the annexations. Village Engineer Snyder said that the sewer waste liftstation at Harris Road would need to be re-built and the waterplant would need to be staffed slightly longer to produce the extra water; about ten minutes a day.

Commissioner Pegel stated that she has lived in Willabay Woods for several years and the increase in foot, bicycle and automobile traffic has been dramatic in the past two decades. She stated that she is concerned that the traffic would become more of an issue if this subdivision was added on. Commissioner Haak confirmed that the developer will not be building the actual houses, but selling the lots once they are ready to be built on for homeowners to hire their own builders, or for builders to buy, build and sell. Commissioner Gage stated that the Plan Commission has discussed waiting to consider any re-zoning or annexations until after the Comprehensive Plan is completed, but that has not officially been decided upon. Commissioner Watts confirmed that the Village does have the capacity for water and sewer without a major infrastructure problem. Village Engineer Snyder stated that even if this development does not happen, the lift station on Harris Road needs to be re-built and that if they were to allow this development, the quality of the water and fire protection would actually improve for everyone in the surrounding areas.

Mark Brower (504 Willabay Dr) stated that new developments should not devalue the existing properties, and that building through the existing streets would do that.

Harold Friestad (355 Frost Dr) stated that there is a lot of water already coming into Kishwaukee from the existing subdivision, and wants the developers to make sure that the stormwater control goes from Kishwaukee and then into the swimming beach, rather than stay in Kishwaukee.

Bill Schuber (70 Cedar Point Dr) asked who this development is going to benefit and just because there is a piece of dirt, does not mean there need to be buildings on it. He stated that he likes the way that the Village is now.

Richard Tuma (560 Wiswell) asked why the concept isn't considering an outlet onto Harris Road to alleviate traffic in Willabay Woods and what would happen if the Town of Geneva was annexed, but the Town of Linn was not.

Mike Fieweger (536 Morgan) stated that water currently goes through their property because the stormwater management was done poorly, and stated that adding 41 houses would certainly affect them. He stated that the traffic is already an issue in Willabay Woods and adding these houses would increase the traffic issues. He stated that they may not be able to stop the 22 houses in the portion of the acreage that is Williams Bay, but that the annexations would not be necessary to allow 20 more houses.

Trustee Parker stated that if they do not do the annexations, then traffic would not be able to go out to the other

streets, and all of the increased traffic would stay inside of Willabay Woods as it currently stands.

Trustee Umans commented that all of the feedback he has gotten from his neighbors has been negative about this project but that the water infrastructure in Williams Bay is in dire need of upgrades that are extremely expensive and the impact fees of the 42 houses will help fund the water fund. He stated that the sewer liftstations are all very old and need to be re-built, and that maybe the developer would help with the cost of the one on Harris Road. He also stated that the Williams Bay School District is down on enrollment and that the new houses could be filled with families that will bring more kids to the schools.

Susie Pegel (91 Potawatomi) confirmed that the developer would still go ahead and develop the Village of Williams Bay portion even if the annexations do not happen and that the developer would be willing to contribute to the cost of upgrading the water and sewer infrastructure.

Warren Hansen confirmed that the Department of Transportation will not allow another entry from Highway 50, so that is not included in the plan.

VII. Discussion Regarding Proposed Annexation and Concept Plan

A. APPLICANT: Dana Levar

TAX KEY: WHA 00001 through WHA 00006

STREET ADDRESS: 628 and 640 E. Geneva Street, Williams Bay, Wisconsin 53191

Applicant is requesting discussion and comments regarding concept plans for a single-family development or a 12 to 16 unit townhome development.

Attorney Christina Green, representing Dana Levar (owner), explained that the applicant owns part of the property and is in the process of obtaining the rest of the property. She stated that they did confirm with the Village Attorney that 13 of the 14 lots are buildable lots for single-family homes. She stated that they are here tonight to get feedback from the Village to see if they would prefer 13 individual single-family homes, or condense them to create 12 townhomes to allow more green space. She stated that they feel the townhomes would be less intrusive to the neighbors in the back.

Warren Hansen, Engineer for this project, stated that instead of taking 14 lots and cutting the trees down for them, that 12 luxury townhomes would be more conducive to the natural area. He presented an example of what the townhomes would look like and what the elevations would be. He stated that they anticipate having infiltration systems for the stormwater management.

Zoning Administrator Schaeffer stated that this property is already zoned SF-3, and it would be at a maximum of 12 units for SF-3, but they would need to get an overlay to allow for multi-family zoning. She mentioned that they would need to confirm the height of the buildings to ensure they fit within the code.

Commissioner Robbins confirmed that the property is 3.54 acres after the roads, which still meets the density requirements for the 12 townhomes.

Dana Levar (owner) stated that he came up with a plan that should be pleasing to the neighbors as it saves green space and replaces the deteriorating homes that are there now.

Commissioner Klemke expressed concern about the front-facing garages and the water run-off needing to not run into the neighboring properties.

Trustee Parker asked if it would be possible to turn the garages within the ridge so that they are not all front-facing. Engineer Warren Hansen said that could be possible for some of the homes, but not necessarily all of them.

Dave Wolstein (resident in Willabay Shores) stated that he appreciates the plan but would want to make sure it is developed so that the water drainage is maintained.

A resident, name unknown, (Free Church and Wiswell) stated that his property has already flooded three times in the four years he's lived in Williams Bay, and that he isn't against the plan, but wants to be sure water does not come through his property.

Rick Dasko (521 Morgan) stated that the plan for the single family homes would be on sub-standard lots and that the ordinance states that if they were next to each other, those lots would need to be combined.

Trustee Parker clarified that there is a State Law that trumps the Village Ordinance that says municipalities cannot restrict building on sub-standard lots, or require them to combine the neighboring sub-standard lots.

Don Mason (508 Wiswell) clarified with the Plan Commission that after the Comprehensive Plan in 2011, it was recommended that future subdivisions would need to build their garages as side-loaded. Trustee Parker stated that they have been granting exemptions for existing platted lots to allow for front-loading garages if needed.

Roy Wilson (533 Morgan) expressed concern about the run-off already coming from Pine Court and sees the same scenario coming with these townhomes. However, he thinks this is a better concept with the landscaping and green space being maintained.

Paul Schnell (511 Willabay) asked what the timeline would be as both projects tonight would happen near Willaby Woods. Warren Hansen stated that if both were to happen, he believes they would be completed over a span of seven years.

Judy Wiltse (521 Free Church) confirmed that it is currently zoned for houses, but that an overlay would be needed for the townhomes so that the density would then be clustered together. She stated that she is against putting more townhomes in the village and that even though they are saying there will be green space, there will be a lot of pavement for driveways.

Mike Fieweger (536 Morgan) asked the developer's engineer to guarantee that water wouldn't run into his property. Warren Hansen explained that they cannot control the direction of the water, but rather the speed of it. Fieweger suggested putting a drain in.

Linda Franz (171 Willabay) asked why 4 bedrooms and 3.5 bathrooms are necessary since those would be such large townhomes and encouraged the developer to create a smaller design.

Trustee Umans (528 Morgan) explained where the water travels throughout Willabay Woods and stated that there needs to be less flat space between roofs and driveways, and asked if there could be another option to reduce the flat space.

Dana Levar (owner) stated that this was originally platted for 14 single family homes, so he is trying to work with the residents of the subdivision to create the best plan that he can to make a satisfactory plan. He understands the concern about stormwater drainage and will address that.

VIII. Adjournment

The motion to adjourn was initiated by Maggie Gage and seconded by Pat Watts at 8:19pm. Unanimously carried.

/s/ Jackie Pankau, Village Clerk

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

Bonnie Schaeffer (Zoning)

10/21/21

Plan Commission

Village Board of Williams Bay

Hello,

We own our property at 205 Theatre rd. (tax parcel WWUP-1). We have the property listed for sale, and an accepted offer. Closing scheduled for 10/29/21. During an appraisal of the property, it was brought to our attention that the above property is Zoned LI which is light industrial. Not a residential zoning label.

We razed and rebuilt our home in 2013/2014 with all the required zoning and building permits, acquired through the Village and then building/zoning Jerry Anderson. At that time no red flags were thrown about this situation. The house was built, inspected and we were granted occupancy.

We are requesting a zoning change from LI (light industrial) to SF-1 (single family). To correct this situation for our buyer. I have spoken with Ms. Schaeffer regarding this issue, and was told there is a joint plan commission/board meeting on November 15. Please grant our request so the sale of this property can proceed.

Sincerely,

Martin & Kristi Granberg



VILLAGE OF WILLIAMS BAY

Office of Zoning Administrator

Evaluation Report Plan Commission and Village Board Meeting November 15, 2021

November 8, 2021

APPLICANT: Martin & Kristi Granberg (Owners)

TAX KEY: WWUP 00001

STREET ADDRESS: 205 Theatre Road, Village of Williams Bay

Applicant is requesting a zoning map amendment from LI Light Industrial to SF-1 Large Lot Residential. The use of the property is single-family residential.

Staff Comments:

Per Section 18.1205, a zoning map amendment can be considered if the following are met:

- a) Advances the purposes of this Chapter as outlined in Section 18.0103 and the applicable rules of Wisconsin Department of Administration (WisDNR) and the Federal Emergency Management Agency (FEMA).
- b) Is in harmony with the recommendations of the Comprehensive Plan. If the Zoning Administrator determines that the proposal may be in conflict with the provisions of the Comprehensive Plan, the Zoning Administrator shall note this determination in the report.
- c) Maintains the desired overall consistency of land uses, land use intensities, and land use impacts within the pertinent zoning district(s).
- d) The amendment may also address any of the following situations that may not be properly addressed on the current Official Zoning Map:
 1. The designations of the Official Zoning Map are not in conformance with the Comprehensive Plan and the amendment is being requested to make the zoning district consistent with the Comprehensive Plan.
 2. A mapping mistake was made. If this reason is cited, it must be demonstrated that the discussed inconsistency between actual land use and designated zoning is not intended, as the Village may intend to stop an undesirable land use pattern from spreading.
 3. Factors have changed (such as new data, infrastructure, development, annexation, or other zoning changes), making the subject property more appropriate for a different zoning district.
 4. Growth patterns or rates have changed, creating the need for an amendment to the Official Zoning Map.

Section d)2 above is applicable and approval is recommended.

Respectfully submitted,
Bonnie Schaeffer
Zoning Administrator

Bonnie Schaeffer (Zoning)

10/21/21

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Village Board of Williams Bay

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Bonnie Schaeffer (Zoning)

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 3. Factors have changed (such as new data, infrastructure, development, annexation, or other zoning changes), making the subject property more appropriate for a different zoning district.
 4. Growth patterns or rates have changed, creating the need for an amendment to the Official Zoning Map.

Section d)2 above is applicable and approval is recommended.

Respectfully submitted,
Bonnie Schaeffer
Zoning Administrator

ORDINANCE #2021 - 12
AN ORDINANCE AMENDING THE OFFICIAL MAP OF THE VILLAGE OF WILLIAMS BAY

WHEREAS, the Plan Commission of the Village of Williams Bay having held a duly noticed public hearing on the petition of the owner of the property described in Exhibit A, attached hereto and incorporated herein, to rezone said property from LI Light Industrial District to SF-1 Low Density Residential District; and

WHEREAS, following said public hearing the plan commission having voted to recommend to the Village Board of the Village of Williams Bay that the property described in Exhibit A be rezoned from LI Light Industrial District to SF-1 Low Density Residential District; and

WHEREAS, said proposed rezoning is consistent with the Future Land Use Map of the Comprehensive Plan of the Village of Williams Bay; and

WHEREAS, the Village Board of the Village of Williams Bay having determined that it is appropriate to accept the recommendation of the plan commission to bring the zoning of the subject property into conformity with the Future Land Use Map of the Comprehensive Plan.

NOW, THEREFORE, the Village Board of the Village of Williams Bay do hereby ordain as follows:

Section I. The property described in Exhibit A, attached hereto and incorporated herein, is hereby rezoned from LI Light Industrial District to SF-1 Low Density Residential District.

Section II. The Official Zoning Map of the Village of Williams Bay is hereby amended to show this change in zoning classification, and the Village Clerk is directed to make note on said Official Map of this zoning change.

Section III. This ordinance shall take effect upon passage and publication as provided by law.

Approved by the Village Board of the Village of Williams Bay this _____ day of November, 2021.

VILLAGE OF WILLIAMS BAY

By: _____
William Duncan, President

Attest: _____
Jackelyn Pankau, Clerk

First Reading: _____
Second Reading: _____
Date Adopted: _____
Date Published: _____

EXHIBIT A – LEGAL DESCRIPTION

A parcel of land being in the Northwest 1/4 of the Northwest 1/4 of Section 1, Town 1 North, Range 16 East, described as follows: The West half of the North 10 acres of the Northwest 1/4 of the Northwest 1/4 of Section 1, Town 1 North, Range 16 East. EXCEPTING the North 20 feet thereof; also excepting therefrom the land described in Deed from Carl E. Schuldt et ux to Gage Marine Corporation, recorded November 6, 1970 in Volume 37 of Records on page 416 as Document No 630053; and also excepting therefrom the land described in Deed from Carl E. Schuldt et ux to Gage Marine Corporation, recorded October 13, 1972 in Volume 79 of Records on page 295 as Document No. 655985. Said land being in the Village of Williams Bay, County of Walworth, State of Wisconsin.

Property Address: 205 Theatre Road, Williams Bay, WI 53191

Tax Key Number: WWUP 00001

EGERT LAW, S.C.

835 Geneva Parkway North, Suite 1
Lake Geneva, WI 53147

Nicholas A. Egert, Attorney

Debora K. Arnold, Paralegal
Jean C. Rossmiller, Legal Assistant
Carrie A. Vorpagel, Legal Assistant

Telephone: 262-248-6600
Facsimile: 262-248-6262
info@egertlawfirm.com

November 2, 2021

BOTH VIA E-MAIL

Mr. William Duncan, President
Village of Williams Bay
P.O. Box 580
Williams Bay, WI 53191

Ms. Becky Tobin, Administrator
Village of Williams Bay
P.O. Box 580
Williams Bay, WI 53191

Re: University of Chicago - Dedication of Property

Dear Bill and Becky:

As you know, I represent the University of Chicago. By this letter, please be advised that the University of Chicago, being owner of the real property located within the Village of Williams Bay and identified as Tax Parcel No. WAS 00001A, notifies you of its present intention to dedicate to the Village of Williams Bay the real property located within Tax Parcel No. WAS 00001A and depicted and more fully described on the enclosed Exhibit A, together with the improvements thereon (collectively, the "Dedicated Property"), as public lands and for use as a public right of way and such other public uses as the Village deems appropriate.

Tax Parcel No. WAS 00001A presently consists of approximately 8.7 acres and is zoned P&I. The Dedicated Property, as depicted on the enclosed plat of survey, consists of .03 acres (1,138 square feet) located within Tax Parcel No. WAS 00001A. Upon acceptance by the Village, the University will promptly cause recording with the Walworth County Register of Deeds of such resolutions and other documents as are necessary to evidence the common law dedication of the Dedicated Property to the Village.

If the Village wishes to consider the proposed common law dedication described above, and considers the Plan Commission and/or the Village Board to be the proper public authorities for purposes of acceptance, the University respectfully requests the matter be brought before those bodies at the joint Plan Commission and Village Board meeting currently scheduled for November 15, 2021.



Mr. William Duncan, President
Ms. Becky Tobin, Administrator
November 2, 2021
Page 2

Many thanks for your consideration of this request and please feel free to contact me should you have any questions or wish to discuss further.

Sincerely,

A handwritten signature in black ink, appearing to read 'NAE', with a stylized flourish at the end.

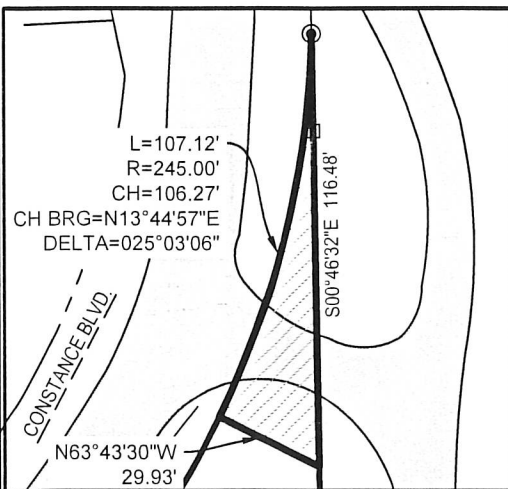
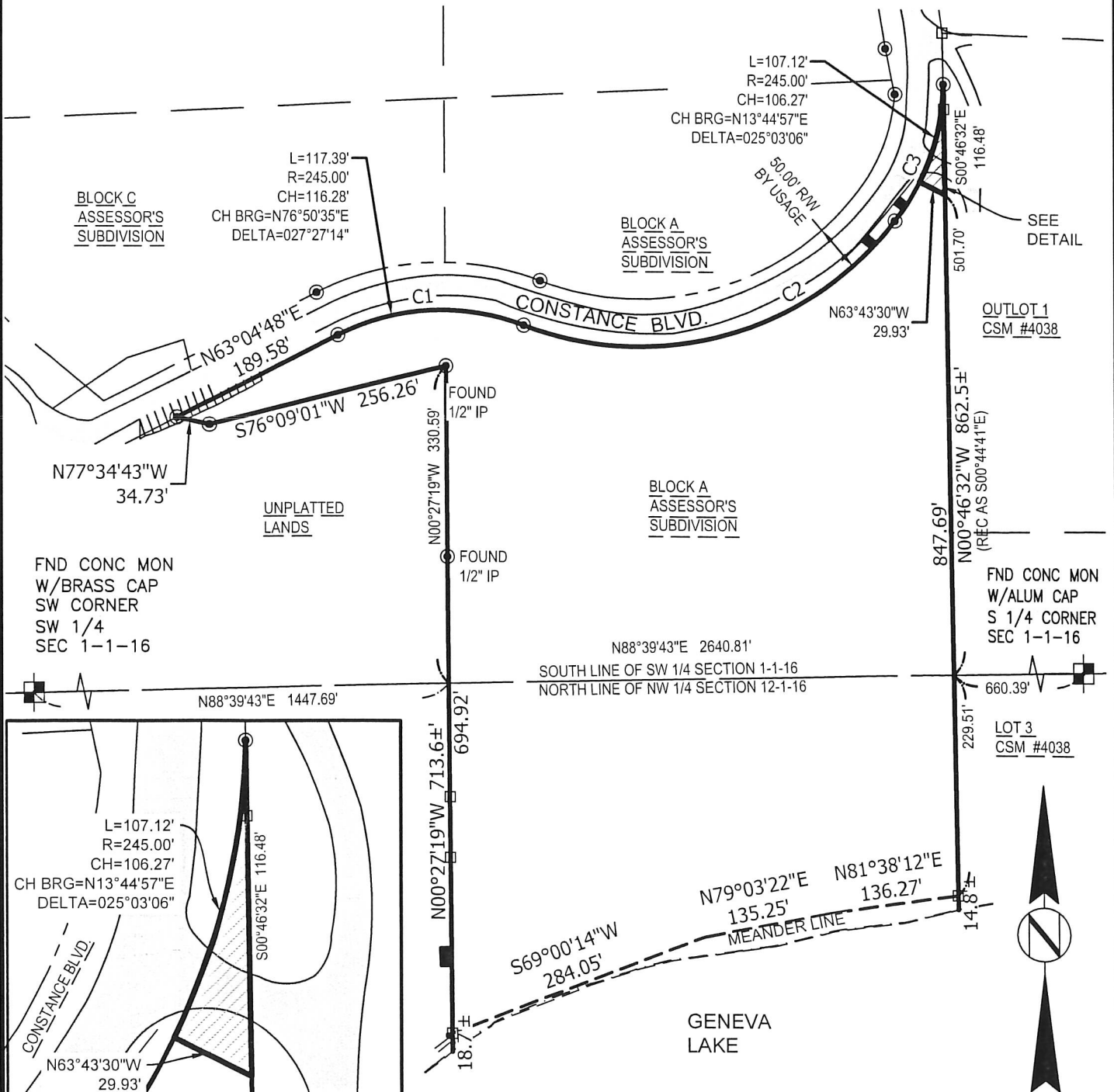
Nicholas A. Egert

NAE/jcr
Enclosure

cc: Ms. Bonnie Schaeffer, Zoning Administrator (with enclosure, via e-mail)
Mr. Mark Schroeder, Counsel to Village of Williams Bay (with enclosure, via e-mail)
University of Chicago (with enclosure, via e-mail)

COMMON LAW DEDICATION

PART OF BLOCK C OF ASSESSOR'S SUBDIVISION, BEING A PART OF THE SE. 1/4 OF THE SW. 1/4 OF SECTION 1 AND THE NE. 1/4 OF THE NW. 1/4 OF SECTION 12, T.01N., R.16E., VILLAGE OF WILLIAMS BAY, WALWORTH COUNTY, WISCONSIN.



DETAIL
SCALE 1"=50'

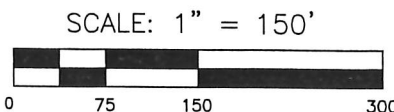
LEGEND

- ▣ - CONC. MON. W/ BRASS CAP FND.
- ⊙ - 1" IRON PIPE FOUND (UNLESS OTHERWISE STATED)
- - FOUND CONCRETE MONUMENT

SHEET 1 OF 2



PHONE: 414.949.8962
501 MAPLE AVENUE
DELAFIELD, WI 53018-9351
www.sehinc.com PROJECT UOFCH #147585



EXHIBIT

B

COMMON LAW DEDICATION

PART OF BLOCK C OF ASSESSOR'S SUBDIVISION, BEING A PART OF THE SE. 1/4 OF THE SW. 1/4 OF SECTION 1 AND THE NE. 1/4 OF THE NW. 1/4 OF SECTION 12, T.01N., R.16E., VILLAGE OF WILLIAMS BAY, WALWORTH COUNTY, WISCONSIN.

Part of Block A of Assessor's Subdivision being a part of the Southeast 1/4 of the Southwest 1/4 of Section 1, Town 1 North, Range 16 East, Village of Williams Bay, Walworth County, Wisconsin, more particularly described as follows:

Commencing at the South 1/4 corner of Section 1; thence S88°39'43"W along the South line of the Southwest 1/4 of Section 1 a distance of 660.39 feet to the West line of Certified Survey Map No. 4038; thence N00°46'32"W along said West line 501.70 feet to the point of beginning of the lands to be described; thence N63°43'30"W, 29.93 feet to the Southerly line of Constance Boulevard; thence Northeasterly 107.12 feet along said Southerly line and the arc of a curve to the left, whose radius is 245.00 feet and whose chord bears N13°44'57"E, 106.27 feet to the West line of Certified Survey Map No. 4038; thence S00°46'32"E along said West line 116.48 feet to the point of beginning.

Said lands contain 1,138 Sq. Ft. or 0.03 Acres

Curve Table							
CURVE #	RADIUS	DELTA	ARC DIST	CHORD DIST	CHORD BEARING	TAN BEARING 1	TAN BEARING 2
C1	245.00	47°17'24"	202.21	196.52	N86°45'40"E	S69°35'38"E	N63°06'58"E
C2	345.00	72°40'36"	437.61	408.86	N74°04'04"E	S69°35'38"E	N37°43'46"E
C3	245.00	36°30'21"	156.10	153.47	N19°28'35"E	N37°43'46"E	N01°13'24"E



PHONE: 414.949.8962
501 MAPLE AVENUE
DELAFIELD, WI 53018-9351
www.sehinc.com PROJECT UOFCH #147585

SHEET 2 OF 2

EGERT LAW, S.C.

835 Geneva Parkway North, Suite 1
Lake Geneva, WI 53147

Nicholas A. Egert, Attorney

Debora K. Arnold, Paralegal
Jean C. Rossmiller, Legal Assistant
Carrie A. Vorpapel, Legal Assistant

Telephone: 262-248-6600
Facsimile: 262-248-6262
info@egertlawfirm.com

November 2, 2021

BOTH VIA E-MAIL

Mr. William Duncan, President
Village of Williams Bay
P.O. Box 580
Williams Bay, WI 53191

Ms. Becky Tobin, Administrator
Village of Williams Bay
P.O. Box 580
Williams Bay, WI 53191

Re: University of Chicago - Dedication of Property

Dear Bill and Becky:

As you know, I represent the University of Chicago. By this letter, please be advised that the University of Chicago, being owner of the real property located within the Village of Williams Bay and identified as Tax Parcel No. WAS 00001A, notifies you of its present intention to dedicate to the Village of Williams Bay the real property located within Tax Parcel No. WAS 00001A and depicted and more fully described on the enclosed Exhibit A, together with the improvements thereon (collectively, the "Dedicated Property"), as public lands and for use as a public right of way and such other public uses as the Village deems appropriate.

Tax Parcel No. WAS 00001A presently consists of approximately 8.7 acres and is zoned P&I. The Dedicated Property, as depicted on the enclosed plat of survey, consists of .03 acres (1,138 square feet) located within Tax Parcel No. WAS 00001A. Upon acceptance by the Village, the University will promptly cause recording with the Walworth County Register of Deeds of such resolutions and other documents as are necessary to evidence the common law dedication of the Dedicated Property to the Village.

If the Village wishes to consider the proposed common law dedication described above, and considers the Plan Commission and/or the Village Board to be the proper public authorities for purposes of acceptance, the University respectfully requests the matter be brought before those bodies at the joint Plan Commission and Village Board meeting currently scheduled for November 15, 2021.



Mr. William Duncan, President
Ms. Becky Tobin, Administrator
November 2, 2021
Page 2

Many thanks for your consideration of this request and please feel free to contact me should you have any questions or wish to discuss further.

Sincerely,

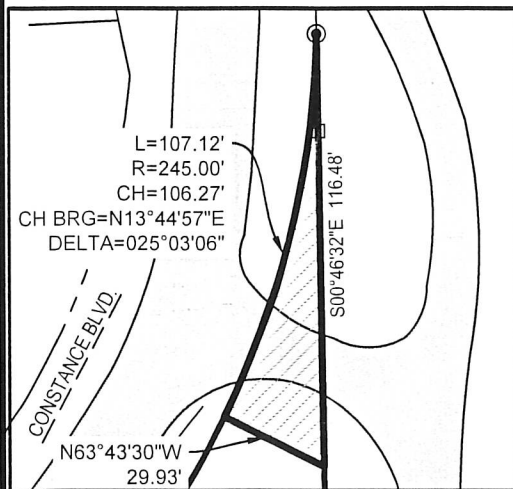
A handwritten signature in black ink, appearing to read 'N. Egert', with a stylized, cursive script.

Nicholas A. Egert

NAE/jcr
Enclosure

cc: Ms. Bonnie Schaeffer, Zoning Administrator (with enclosure, via e-mail)
Mr. Mark Schroeder, Counsel to Village of Williams Bay (with enclosure, via e-mail)
University of Chicago (with enclosure, via e-mail)

PART OF BLOCK C OF ASSESSOR'S SUBDIVISION, BEING A PART OF THE SE. 1/4 OF THE SW. 1/4 OF SECTION 1 AND THE NE. 1/4 OF THE NW. 1/4 OF SECTION 12, T.01N., R.16E., VILLAGE OF WILLIAMS BAY, WALWORTH COUNTY, WISCONSIN.



PROJECT UOFCH #147585

B

SHEET 1 OF 2

COMMON LAW DEDICATION

PART OF BLOCK C OF ASSESSOR'S SUBDIVISION, BEING A PART OF THE SE. 1/4 OF THE SW. 1/4 OF SECTION 1 AND THE NE. 1/4 OF THE NW. 1/4 OF SECTION 12, T.01N., R.16E., VILLAGE OF WILLIAMS BAY, WALWORTH COUNTY, WISCONSIN.

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SHEET 2 OF 2

RESOLUTION NO. 2021-15
RESOLUTION ACCEPTING DEDICATION OF PROPERTY

WHEREAS, the University of Chicago (University) as set forth in the letter of November 2, 2021 which is Exhibit A attached and incorporated herein, has expressed its intent to dedicate to the Village of Williams Bay (Village) .03 acres of a larger parcel for use as a public right of way and such other uses as the Village deems appropriate; and

WHEREAS, the property proposed be dedicated by common law to the Village by the University is legally described and graphically depicted on the document entitled Common Law Dedication which is attached hereto and incorporated herein as Exhibit B; and

WHEREAS, the Streets and Highways Committee and the Plan Commission of the Village having recommended to the Village Board that it accept the proposed common law dedication and that the property so dedicated become part of the right-of-way of Constance Boulevard; and

WHEREAS, the Village Board of the Village of Williams Bay having determined to accept the recommendations of the Streets and Highways Committee and the Plan Commission.

NOW, THEREFORE, the Village Board of the Village of Williams Bay do resolve:

1. The common law dedication by the University of Chicago to the Village of Williams Bay of the property described in Exhibit B, for use as a public right-of-way and such other uses as the Village deems appropriate, is hereby accepted.
2. The subject property shall be deemed a part of the right-of-way of Constance Boulevard.

APPROVED by the Village Board of the Village of Williams Bay this _____ day of November, 2021.

VILLAGE OF WILLIAMS BAY

By: _____
William Duncan, Chairperson

Attest: _____
Jackelyn Pankau, Clerk

**Village of Williams Bay Comprehensive Plan Kickoff
Joint Plan Commission and Village Board Meeting
November 15, 2021**

Meeting Agenda:

1. Introductions
2. Presentation on Comprehensive Plan Project Schedule, Intended Outcomes, and Initial Data
3. Discussion on Key Issues, Opportunities, and Vision for the Future
 - a. See Questions on Page 3
4. Plan Commission Adopts Public Participation Plan
5. Village Board Adopts Public Participation Plan
6. Conclusion and Next Steps

What is a Comprehensive Plan?

A Comprehensive Plan is a document that helps guide the type, location, and appearance of growth and development, generally over the next 20 years. It is not the same as a zoning ordinance or zoning map, which are tools to help implement the Comprehensive Plan. Williams Bay is now preparing a ten-year update of its Comprehensive Plan, as required by state statutes. Building on the Village's 2010 Comprehensive Plan, the Comprehensive Plan Update will:

- Contain a series of maps and graphics, with accompanying text, describing the Village's current conditions and desired future.
- Indicate Village-wide goals, objectives, and policies for future growth and development.
- Detail existing conditions and background information, including existing land uses, natural features, transportation facilities, economic conditions, and population trends.
- Propose generally where future development should occur and how it should appear, including a Future Land Use Map to plan for future growth or land uses.
- Offer recommendations for future roads, utilities, parks, and community facilities.
- Contain detailed strategies for farmland, forest, lakeshore, and natural area preservation.
- Include strategies for job and tax base growth.

A Comprehensive Plan can . . .

- Lead to consistent decision making on land development issues. Local officials, residents, and developers can refer to the Plan in making day-to-day decisions.
- Manage growth so that it does not occur in a haphazard pattern.
- Help the Village spend money wisely and grow effectively so that service costs do not result in a heavy tax burden on property owners.
- Help preserve the character and natural resources of Williams Bay.
- Provide a sound basis to update land use regulations, such as the zoning ordinance.

Stages in the Planning Process include . . .

1. Data Collection and Upfront Public Input
2. Update Existing Conditions, Issues, and Opportunities
3. Prepare Draft Document and Maps
 - a. Goals, Objectives, and Policies
 - b. Supporting Chapters (e.g., Natural Resources, Transportation, Housing)
 - c. Implementation Action Plan
 - d. Future Land Use Map, Existing Land Use Map, and Other Community Maps
4. Review Draft Document and Maps (Plan Commission, Village Board, and public)
5. Finalize and Adopt Comprehensive Plan

Discussion Questions on Key Issues, Opportunities, and Vision for the Future

Question 1: What are the Village's greatest existing assets?

Question 2: What are the Village's most pressing issues it needs to address?

Question 3: What have been the most exciting things to happen in the Village over the last 10 years? Why?

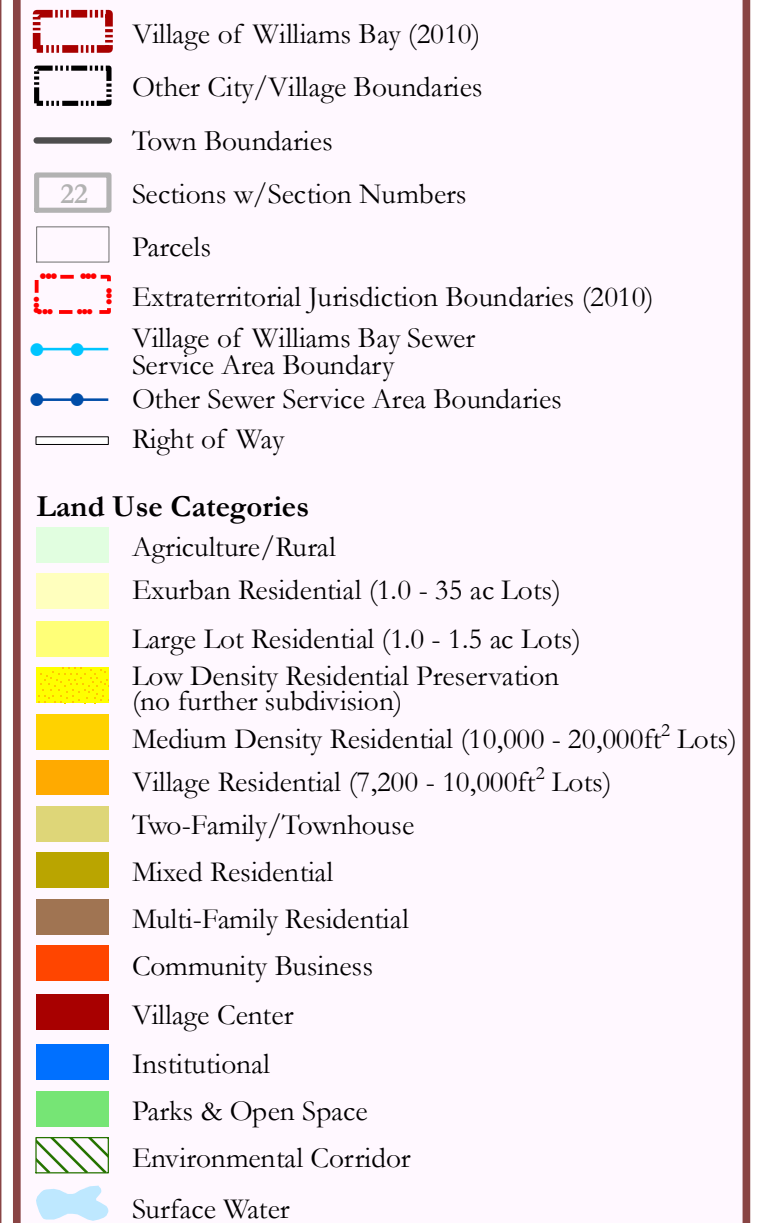
Question 4: What have been the most disappointing things to happen in the Village over the last 10 years? Why?

Question 5: In what locations would you like to see new development happen in the next decade?

Question 6: In what locations would you like to see redevelopment happen in the next decade?

Question 7: What would you like Williams Bay to be like in the future (next 10-20 years)?

Village of Williams Bay Comprehensive Plan



Shapes on map represent general recommendations for future land use. Actual boundaries between different land use types may vary somewhat from representations on this map. Not all lands shown in a future developed land use category are immediately appropriate for development, rezoning, or subdivision.

0 2 4 8 Miles

VANDEWALLE & ASSOCIATES INC.
Shaping places, shaping change



Adopted: September 20, 2010
Source: Walworth Co. LIO;
US DOT; V&A; SEWRPC;
USDA-NRCS, WI DNR,
WI State Historical Society

PUBLIC PARTICIPATION STRATEGY AND PROCEDURES FOR THE VILLAGE OF WILLIAMS BAY COMPREHENSIVE PLAN UPDATE

Introduction

A key required component of Section 66.1001 of Wisconsin Statutes—the State’s comprehensive planning legislation—is actively involving community stakeholders as each local comprehensive plan is being developed, updated, or amended. Public participation helps to ensure that the resulting comprehensive plan accurately reflects the vision, goals, and values of citizens of the community.

Section 66.1001(4)(a) of Wisconsin Statutes requires the Village of Williams Bay to adopt, by resolution, written procedures designed to foster public participation at every stage in the preparation, update, or subsequent amendment of its comprehensive plan. The written procedures must provide for wide distribution of the comprehensive plan, an opportunity for the public to submit written comments on the plan, and provisions for local response to such comments.

This document meets this statutory requirement. It serves as the procedures that will be used to guide the required ten-year update to the Village’s Comprehensive Plan, which was adopted in 2010, as well as any other updates that may be undertaken by the Village.

Major Goals of Public Participation Strategy

- Provide opportunities for members of the public to participate in processes to consider and adopt a complete update to the Village’s Comprehensive Plan.
- Adopt an updated plan that reflects the ideas, desires, and objectives of most residents and property owners.
- Meet both the letter and spirit of Wisconsin’s Comprehensive Plan legislation.
- Use the Village’s Plan Commission as a foundation for guiding the plan update process.
- Recognize that the goals expressed above must be balanced with the need to complete the Comprehensive Plan update within a reasonable timeframe.

Selected Public Participation Techniques

The Village will, at a minimum, use the following techniques to obtain public input during the plan update process:

- Assure that all Plan Commission and Village Board meetings to consider and adopt the updated plan are open to the public and are noticed as required by State open meeting regulations.
- Provide an opportunity at each public meeting held on the Comprehensive Plan update for public comment. Some meetings will be particularly meant to encourage wide participation from the public. Other meetings are intended to be work sessions for the Plan Commission, Village Board, or some combination. The public comment period will be provided at either the beginning or end of each public meeting, or at one or more other parts of the meeting at the discretion of the Plan Commission or Village Board. This will allow the Commission or Board to concentrate on completing tasks without interruption, while still allowing the public an appropriate chance to observe and comment.

- Hold stakeholder focus group interviews and a public workshop to solicit upfront public feedback from residents on their vision for the future and key issues and opportunities to be addressed throughout the development of the Plan.
- Hold a public open house event that provides residents with an opportunity to view the Draft Plan and offer feedback prior to the public hearing and adoption of the Plan.
- Establish a process for members of the public to nominate changes to the Village's Future Land Use Map for consideration by the Village Board and Plan Commission.
- Hold at least one formal public hearing on the proposed Comprehensive Plan update and the adopting ordinance prior to adoption. All members of the public will have an opportunity to present testimony and offer comments at the public hearing. The public hearing will be noticed and held per the requirements of Wisconsin Statutes, Section 66.1001.

Opportunities for Comments/Responses on Draft Comprehensive Plan

The Village will have copies of draft plan materials available at Village Hall during normal business hours and on the Village's website. The Village will also provide copies of the draft and final plan to adjacent and overlapping governments and non-metallic mineral interests as required by statute, and to members of the participating public as requested. The Village may charge for public copies an amount equal to the costs of time and materials to produce such copies.

Public comments will be solicited and responded to at every stage of the plan update process. Written comments on the comprehensive plan update may also be delivered, mailed, faxed, or emailed to the Village Clerk. The Village will respond to written comments via mail, email, fax, telephone, meeting, and/or through consideration of appropriate changes to the draft comprehensive plan.

**PLAN COMMISSION RESOLUTION 2021-16
RECOMMENDING THE ADOPTION OF A PUBLIC PARTICIPATION PLAN
FOR THE UPDATE OF THE COMPREHENSIVE PLAN
VILLAGE OF WILLIAMS BAY, WISCONSIN**

WHEREAS, the Village of Williams Bay in 2010, adopted the Village of Williams Bay Comprehensive Plan under the authority of and procedures established by §66.1001(4), Wisconsin Statutes; and

WHEREAS, that Comprehensive Plan document advises both the regular Plan Commission review of the Comprehensive Plan, as well as the ability to respond to unique circumstances which arise in relation to the Comprehensive Plan which are distinct from the regular plan review process, and to enable the Village's consideration of potential amendments and updates where the Plan becomes irrelevant or contradictory to emerging policy or trends; and

WHEREAS, §66.1001(4)(a), Wisconsin Statutes, requires that the governing body of the local governmental unit adopt written procedures designed to foster public participation at every stage of the comprehensive plan preparation or update process, and that such written procedures shall provide for wide distribution of draft plan materials, an opportunity for the public to submit written comments on the plan materials, and a process for the governing body to respond to such comments; and

WHEREAS, the Village of Williams Bay believes that meaningful public involvement in processes designed to consider and update its Comprehensive Plan is important to assure that the resulting Plan meets the wishes and expectations of the public; and

WHEREAS, the attached "Public Participation Strategy and Procedures for the Village of Williams Bay Comprehensive Plan Update" includes procedures to foster public participation, ensure distribution of draft plan materials, provide opportunities for written comments on such materials, and provide mechanisms to respond to such comments.

NOW, THEREFORE, BE IT RESOLVED that the Plan Commission of the Village of Williams Bay hereby recommends that the Village Board adopt a resolution to constitute official Village approval of the attached "Public Participation Strategy and Procedures for the Village of Williams Bay Comprehensive Plan Update" as required under §66.1001(4)(a), Wisconsin Statutes.

Adopted this 15th day of November 2021.

William Duncan, Village President and Plan
Commission Chairperson

Becky Tobin, Village Administrator

PUBLIC PARTICIPATION STRATEGY AND PROCEDURES FOR THE VILLAGE OF WILLIAMS BAY COMPREHENSIVE PLAN UPDATE

Introduction

A key required component of Section 66.1001 of Wisconsin Statutes—the State’s comprehensive planning legislation—is actively involving community stakeholders as each local comprehensive plan is being developed, updated, or amended. Public participation helps to ensure that the resulting comprehensive plan accurately reflects the vision, goals, and values of citizens of the community.

Section 66.1001(4)(a) of Wisconsin Statutes requires the Village of Williams Bay to adopt, by resolution, written procedures designed to foster public participation at every stage in the preparation, update, or subsequent amendment of its comprehensive plan. The written procedures must provide for wide distribution of the comprehensive plan, an opportunity for the public to submit written comments on the plan, and provisions for local response to such comments.

This document meets this statutory requirement. It serves as the procedures that will be used to guide the required ten-year update to the Village’s Comprehensive Plan, which was adopted in 2010, as well as any other updates that may be undertaken by the Village.

Major Goals of Public Participation Strategy

- Provide opportunities for members of the public to participate in processes to consider and adopt a complete update to the Village’s Comprehensive Plan.
- Adopt an updated plan that reflects the ideas, desires, and objectives of most residents and property owners.
- Meet both the letter and spirit of Wisconsin’s Comprehensive Plan legislation.
- Use the Village’s Plan Commission as a foundation for guiding the plan update process.
- Recognize that the goals expressed above must be balanced with the need to complete the Comprehensive Plan update within a reasonable timeframe.

Selected Public Participation Techniques

The Village will, at a minimum, use the following techniques to obtain public input during the plan update process:

- Assure that all Plan Commission and Village Board meetings to consider and adopt the updated plan are open to the public and are noticed as required by State open meeting regulations.
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**VILLAGE BOARD RESOLUTION 2021-17
THE ADOPTION OF A PUBLIC PARTICIPATION PLAN
FOR THE UPDATE OF THE COMPREHENSIVE PLAN
VILLAGE OF WILLIAMS BAY, WISCONSIN**

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WHEREAS, the attached "Public Participation Strategy and Procedures for the Village of Williams Bay Comprehensive Plan Update" includes procedures to foster public participation, ensure distribution of draft plan materials, provide opportunities for written comments on such materials, and provide mechanisms to respond to such comments.; and

WHEREAS, at a duly noticed public meeting held on November 15, 2021, the Village of Williams Bay Planning Commission adopted resolution 2021-17 recommending that the Williams Bay Village Board adopt the attached "Public Participation Strategy and Procedures for the Village of Williams Bay Comprehensive Plan Update" as its public participation procedures for updating the Village's Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED that the Village Board of the Village of Williams Bay hereby adopts the procedures included in the "Public Participation Strategy and Procedures the Village of Williams Bay Comprehensive Plan Update" as its public participation procedures for periodic amendments and full updates to the Village's Comprehensive Plan, meeting the requirements of §66.1001(4)(a), Wisconsin Statutes.

Approved this 15th day of November 2021.

William Duncan, Village President

Becky Tobin, Village Administrator

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