



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org

Phone: 262-245-2700

NOTICE

HARBOR COMMISSION MEETING TUESDAY, JUNE 7, 2022 AT 6:00 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. Harbor Commission Meeting Minutes of September 27, 2021
- IV. Harbor Commission Procedures
- V. Waterway Structures
- VI. Scheduling of Inspection
- VII. Adjourn

Tom Lothian
Chairman

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: 06/01/2022 5:00 PM



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UNOFFICIAL MINUTES HARBOR COMMISSION 09/27/21 MEETING MONDAY, SEPTEMBER 27, 2021 AT 6:30 PM VILLAGE HALL COUNCIL ROOM

I. Call to Order

Chairman Lothian called the meeting to order at 6:30pm.

II. Roll Call

Present: Tom Lothian, Lowell Wright, Richard Lamkey, Matt Robbins and Tom Shaughnessy

Also Present: Clerk Pankau

III. Harbor Commission Meeting Minutes of November 9, 2020

The motion to Approve the Harbor Commission Meeting Minutes of November 9, 2020 was initiated by Lowell Wright and seconded by Richard Lamkey. Unanimously carried.

IV. 2021 Waterway Structures Report

Chairman Lothian confirmed that the report is complete and that no encroaching structures were found.

The motion to Accept the 2021 Waterway Structures Report was initiated by Richard Lamkey and seconded by Lowell Wright.

Chairman Lothian asked Clerk Pankau to look into what is pier #64 on the report and ensure that it is the correct pier number for that street address.

The motion was unanimously carried.

V. Adjourn

Chairman Lothian adjourned the meeting at 6:34pm.

/s/ Jackie Pankau, Village Clerk

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

Possible Changes to Harbor Commission procedures

Revised 5.4.2022

Process and timing

- Late April, early May
 - Prepare materials and send renewal letters to residents with 2021 Waterway Structures (piers and slips not in cribs, mooring whips, ramps, shore stations, buoys)
 - Form already in use
 - Adding
 - Due date of May 20, and importance of submitting on time: Harbor Commission will be meeting by June 1 to approve all submitted applications. Late fee of 2X fee if not on time, and structure may not be permitted for 2022 if not submitted and approved prior to audit by Harbor Commission
 - Could lose any existing variance if permit is not renewed
 - If any additions, applicant will need to submit drawings that demonstrate that additions comply with Ordinances
 - Reference to newly adopted ordinance requiring number on all piers
- Around June 1
 - Village Staff prepares report of all applications, especially noting any additions to prior year structures
 - Harbor Commission meets to review and approve applications
 - Notify applicant of any denied
- Late June
 - Village Staff prepares spreadsheet of all approved structures
 - Harbor Commission audits placement of waterway structures
 - Number of structures
 - Probable compliance with Ordinances re setbacks and any variances previously granted
 - Approves additional structures that appear to be in compliance with note to bill for additions
 - Harbor Commission submits reports
 - Village Staff sends notice to any that are out of compliance
 - Structures for which there is no application
 - Structures that are not in compliance with Ordinances
 - Village staff bills for any additional, approved structures
- August
 - Harbor Commission meets to review the year
 - Provides report to Village Board