

VILLAGE OF OCONOMOWOC LAKE

OCONOMOWOC LAKE PLAN COMMISSION MEETING MINUTES of Monday, July 1, 2019.

Unofficial until approved by the Plan Commission.

Approved as written (X) or with corrections () on 7/15/2019.

A meeting of the Plan Commission of the Village of Oconomowoc Lake was held on Monday, July 1, 2019, commencing at 7:00 p.m., at the Village Hall, 35328 W. Pabst Road, Oconomowoc. Legal requirements for notification as required by law have been met. Roll was taken with the following in attendance:

Mr. Bickler/Chairperson – present
Mr. Barquist, Mr. Heinrich, Mr. Birbaum, Mr. Waltersdorf/Members– present
Mr. Sheahan, Mr. Kohl/Members – excused
Mr. Helwig/Administrator – present
Mr. Macy/Attorney – present
Ms. Vaughan/Clerk – present

ATTENDANCE

David Gust (34655 Fairview Road) and Jon Spheeris (175 E. Wisconsin Ave.)

Discussion/action regarding approval of minutes from the June 3, 2019 Plan Commission meeting

Motion (Barquist/Birbaum) to approve minutes from the June 3, 2019 Plan Commission meeting, *Carried Unanimously.*

Discussion/action regarding Certified Survey Map (CSM) for property owned by The David Gust Revocable Trust, located on 4345 Buchanan Road, in the Village of Oconomowoc Lake (Tax Key 579-958-003)

Jon Spheeris presented the proposed CSM lot division from two lots to three legal conforming lots. Attorney Macy questioned the ownership of Buchanan Road, and which lot it would belong to once divided. Lengthy discussion was had on current easements in place, the maintenance of the road, and the difference between Private Roads and Private Drives. Attorney Macy brought to the attention Plan Commission members that 17.18 of Village of Oconomowoc Lake Zoning code applies, and suggested the following conditions would need to be satisfied before the Village signed off, which Mr. Gust and the Plan Commission went over.

1. Subject to a plan for the improvement of Buchanan Road from Sawyer Road until the Private Road and for the Private Road and Private Driveway which meets the requirements of Ordinance 176, the same to include a timeline for implementation of the same with a drop dead date for finalizing the improvement which will be subject to the Village Administrator.
2. Subject to the Owner's submittal of an Agreement which will be subject to the Village Administrator and Village Attorney approval.
3. Subject to the Owner's submittal of a letter of credit in a form or cash, which will be subject to the Village Attorney approval and in an amount, which will be subject to the Village Administrator approval.

4. Subject to the Owner's submittal of an easement for access to the lots in a form satisfactory to the Village Attorney.
5. Subject to Buchanan Road ownership going with Lot 1.
6. Subject to all costs, fees, and assessments due and owing to the Village.

Motion (Birbaum/Waltersdorf) that the Plan Commission recommend to the Village Board that they approve the Certified Survey Map for The David Gust Revocable Trust subject to the above stated conditions and that the Plan Commission recommend that the Village Board find that the lots have adequate access per section 17.18 Site Restrictions. *Carried Unanimously.*

Discussion/action regarding Extraterritorial Certified Survey Map (CSM) for Christine Bell, W371N5402 Marquette Street, Oconomowoc, Wisconsin. The property is described as part of Lot 22 & W 25 FT Lot 21 BLK 8H Corrected Plat Oconomowoc Heights Section A & S ½ Vacated Alley Lying N of Lots as DESC in DOC #0865094 PT NE ¼ Sec 33, T8N, R17E, Town of Oconomowoc, Wisconsin (Tax Key No. OCOT 0561.228)

Due to not having a copy or original Extraterritorial Certified Survey Map (CSM) readily available at this time, Chairperson Bickler suggested to table this item until next month.

Motion (Waltersdorf/Heinrich) to table this item for next month's Plan Commission meeting. *Carried Unanimously.*

Discussion/action regarding Extraterritorial Certified Survey Map (CSM) for Lake Country 2014 LLC, Steve Bielik, W346N5273 Elm Avenue, Okauchee, Wisconsin. More specifically the property is described as SW ½ lot 55 & All lot 56 & 57 Townsite Okauchee PT NW ¼ & SW ¼ SEC 36, T8N R17E; Subject to 30 FT easement over SWLY PT Lot 57, Town of Oconomowoc, Wisconsin. (Tax key No. 0574.170.001)

Due to not having a copy or original Extraterritorial Certified Survey Map (CSM) readily available at this time, Chairperson Bickler suggested to table this item until next month.

Motion (Waltersdorf/Heinrich) to table this item for next month's Plan Commission meeting. *Carried Unanimously.*

Discussion/action regarding Ordinance 178 – Regulating Outdoor Luminaires.

Attorney Macy explained to the Plan Commission that the ordinance was well drafted and enforceable with the correct equipment and resources. Discussion was had on the possible purchase of the suitable equipment and finding an electrical engineer who could assist. Mr. Heinrich questioned the language of Ordinance 178, due to the changes in trends and technology in lighting since 1999 when the ordinance was passed. Mr. Waltersdorf questioned Section 4(b)(i) and Section 5(c) relating to security lighting. Discussion was had on violations in the Village where residents may not even be aware they are in violations, and how to notify residents of this.

Motion (Birbaum/Barquist) to bring back to Village Board to approve the modernization of this ordinance to include up to date technology and trends, to look further in Section 5(c) relating to Security, and a notification letter to residents. *Carried Unanimously.*

Discussion/action regarding landscaping regulations.

Chairperson Bickler advised the Plan Commission members that the Village is aware of the current and past issues with land disturbance, and how it affects everyone in the Village. He advised that he

and Administrator Helwig are working on the direction they feel the Village needs to go relating to landscaping regulations.

Motion (Birbaum/Waltersdorf) to table this item for the next Plan Commission meeting. Carried Unanimously.

Discussion/action regarding building, occupancy, landscaping permit cash bond requirements.

Administrator Helwig gave the Plan Commission members examples of what comparable municipalities current have for building, occupancy permit bonds. Chairperson Bickler advised he thought rather than a set amount, a percentage of the project cost would be more suitable for the Village. Mr. Waltersdorf suggested the following: For a new home an appropriate bond amount would be 1% of the project cost with a minimum of \$5,000. For a remodel/landscaping an appropriate bond amount would be 1% of the project cost with a minimum of \$2,500. Extensions would be available with additional costs. Attorney Macy advised that any changes will affect the building permit process and Building Inspector, so that will need to be looked at as well.

Motion (Waltersdorf/Birbaum) to have staff review building permit process, Building Inspector checklist, effects on property owners, and to receive a legal opinion on recovery of Village cost of noncompliance issues. Carried Unanimously.

ADJOURNMENT

With no further discussion, a motion (Waltersdorf/Birbaum) was made to adjourn the meeting at 8:33 p.m., Carried Unanimously.

Respectfully submitted by:
Katelyn Vaughan, Village Clerk