



AGENDA
Village of Chenequa
Monday, September 8, 2025
31275 W County Road K, Chenequa, WI 53029

This is official notice that the regular monthly meeting of the Village Board of Trustees for the Village of Chenequa will be held immediately following the Plan Commission meeting, on Monday, September 8, 2025, in the Village Board Room and via Zoom Communications. The following matters will be discussed, with possible actions:

Call to Order

Pledge of Allegiance

1. Public comment period: *Public comments on any subject without any action, except possible referral to a governmental body or staff member.*
2. Approval of minutes from the Village Board meeting on August 11, 2025.
3. Approval of Invoices.
4. Review and consider action on a proposed landscape plan at 6070 N State Road 83 submitted by Ryan and Kristin Schultz. (Tax Key No. CHQV 0397993)
5. Review and consider action on Resolution No. 2025-09-08-01 Amendment to Personnel Policies and Procedures Manual, Section 6. Funeral Leave.
6. Review and consider action on Ordinance No. 2025-09-08-01, An Ordinance amending Village code section 8.24 Care of Tree Cover on Private Lands.
7. Report – Forester.
8. Report – Captain.
9. Report – Village Administrator.
10. Report – Village President.
11. Report – Village Attorney.
12. Report – Clerk – Treasurer.
13. Agenda items to be considered for future meetings.
14. Adjournment.

Respectfully submitted by:
Deanna Braunschweig
Village Clerk - Treasurer

To participate via Zoom:

<https://us02web.zoom.us/j/88112305554?pwd=4tpimMnGwplqoipK28PsR787Y4gOwv.1>

Meeting ID is 881 1230 5554 and the Passcode is 121709

Or Dial: 305 224 1968 US

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the Village Administrator with as much advance notice as possible. It is possible that members of and possibly a quorum of members of the Village Board or other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information. No action will be taken by any other governmental body except by the governing body noticed above.

NOTICE OF POSTING TO VILLAGE HALL BULLETIN & WEBSITE

Village Clerk posted this agenda on Thursday, September 4, 2025 by 4:30 PM

VILLAGE BOARD MINUTES
VILLAGE OF CHENEQUA

VILLAGE OF CHENEQUA - VILLAGE BOARD MINUTES
OF MONDAY, August 11, 2025
Unofficial until approved by the Village Board.
Approved as written () or with corrections () on _____.

A meeting of the Village Board of Trustees was held on Monday, August 11, 2025, at 6:23 p.m. utilizing Zoom Communications and in person.

Ms. Villavicencio / Village President – present
Ms. Manegold / Trustee – present
Mr. Pranke / Trustee – present
Ms. Gehl Neumann / Trustee – present
Mr. Grunke / Trustee – present
Ms. Luther / Trustee – present
Mr. Kubick / Trustee – present
Mr. Kesner/ Village Attorney Representative – present
Mr. Lincoln / Zoning Administrator-Forester - present
Mr. Carney / Administrator-Police Chief – present
Mr. Anderson / Police Captain – present
Ms. Braunschweig / Village Clerk – present

Call to Order

Pledge of Allegiance

Public in Attendance

Debbie Wheeler, Paul Villavicencio, George Rolfs, Bob Fiedler, Rob Manegold, Heidi von Hagke, Carrie Gale, Constance Mitchell, Tim Fredman, Carl Eishweiler, Melanie Kubick

Public Comment

President Villavicencio read a prepared statement allowing for public comments of two minutes or less.

Debbie Wheeler urged to keep the tree ordinance. Debbie Wheeler commented in favor of a light ordinance for boat houses and boat house ordinance. She commented on an ordinance against glass boat houses.

Julie Rolfs commented in favor of a tree ordinance. Julie passed around pictures of red oaks removed from oak wilt and the stumps from oak wilt. She commented she needs clarification of the proposed ordinance. She commented to prevent clear cutting.

Heidi von Hagke questioned the reading of emails in the August 4 meeting as she was told emails would not be read.

George Rolfs commented he did not send an email and could not attend the August 4 meeting. He commented that the tree ordinance is confusing.

Approval of minutes from the Village Board meeting on July 14, 2025 and August 4, 2025.
Motion (Grunke/Pranke) to approve the minutes from the Village Board meeting of July 14, 2025, and August 4, 2025, as presented. *Motion carried.*

Approval of Invoices.

Motion (Kubick/Manegold) to approve the invoices, as presented. *Motion carried.*

Discussion with possible action/direction, Ordinance No. 08-11-2025-01, An Ordinance amending and restating Village code section 8.24 care of tree, shrubbery, plant, or ground cover.

Village President Villavicencio read a prepared statement.

Villavicencio commented that the meeting that took place on Monday, Aug. 4, can be deemed a success. The meeting was heavily attended in person and remotely, and many residents chose to freely express, often with passion, their thoughts and feelings on the proposed amendments to the tree ordinance. There were approximately 50 attendees, of which 27 availed themselves of the opportunity to speak.

Of those in attendance, the overwhelming majority favored the protections to the 75' shoreline buffer zone on riparian properties. Some suggested that perhaps more vigilance was warranted, and stronger consequences should befall those willfully in violation.

The tone was different regarding key proposed changes delineated in Section 6 of Ordinance 8.24 titled: "Private Trees Outside of The Shoreline Buffer Zone".

A review of the minutes indicates that of the 27 speakers, there were 6 who spoke in broad support of the tentative ordinance in its current form, 2 are undetermined, and 19, or 70% of the total, that vigorously objected to the concept.

Among those who support the proposed changes it appears the arguments in favor fell generally into the 5 following categories:

- 1) It is important to protect the Village's trees because of the benefits that accrue to the Village's ecology, and in particular to its lake waters. We are entrusted to be caretakers of a precious resource that should continue to be preserved for future generations.
- 2) There is concern that failure to act now to limit and control the felling of specimen trees may allow some property owners in the future to act irresponsibly, damaging the forest canopy that provides great benefits to the community.
- 3) It is desirable to create an overall legal framework regulating the management of trees, shrubs and groundcover held in private hands.
- 4) Various municipalities across the state have acted proactively to institute tree protection ordinances, something that Chenequa should emulate. The City of Mequon's tree ordinance has been held as a model that Chenequa should follow.
- 5) There have been accusations of recent cases of significant cutting of trees by some residents, and this should not be allowed.

It appeared that the majority of the audience present at the meeting were in opposition to the proposed ordinance changes. This was reflected in the comments of the larger number of residents that spoke against it.

The arguments against included the following:

- 1) Many focused on what was felt to be an inappropriate and intrusive attempt to restrict the property rights of residents, calling the ordinance a case of government overreach.
- 2) It was pointed out that in fact there were not any actual recent cases of significant cutting of trees. While two or three property owners did in fact cut down some trees, it was done to build structures on their properties, and none of the cuttings were egregious in nature.
- 3) There is no evidence of property owners across the village wantonly cutting trees. Indeed, it was suggested that Chenequa residents treasure the forested and private nature of their large, very valuable multi-acre lots and work to maintain them healthy. Several of the speakers referred to the ordinance as “a solution looking for a problem”.
- 4) It was suggested that one of the results of restrictions could be owners not planting trees lest they be unable to cull them as needed in the future.
- 5) It was also pointed out that the need for restrictive tree ordinances at other municipalities is driven by significant development activities within their jurisdictions that have a deleterious effect on their tree inventory. That is not the case in Chenequa, where the population has in fact decreased over the past two decades and protection from building anything other than single-family homes has been firmly in place for the better part of a century.
- 6) It was pointed out that the ecology of the village also benefits from the orderly and careful creation and maintenance of open spaces such as prairie lands.
- 7) Several speakers pointed out that the proposed ordinance would place an untenable administrative and enforcement burden on the Village staff and the two Foresters in particular. The Village does not have the resources to add more staff, unlike Cities like Mequon that have 32 permanent and 6 part time staff in their public works department.

Plan Commission members represent all residents and as such are charged with making recommendations to the Board. In this case, after months of Plan Commission and Board discussions and evaluations, there is no need to create a committee to further discuss this matter. We also don't need to extend this issue over a year and a half and go to the expense and trouble of a referendum, as one or two have suggested.

Considering the above, Villavicencio proposed that section 6 of ordinance 8.24 regulating private property be stricken, along with any related language and definitions. The feelings of residents are now quite evident.

As elected Trustees, we represent all residents and as such are charged with making decisions. In this case, after months of Plan Commission and Board discussions and evaluations, there is no need to create a committee to further discuss this matter. We also don't need to extend this issue over a year and a half and go to the expense and trouble of a referendum, as one or two have suggested. The solution from our residents' viewpoint is straightforward. Villavicencio recommended that as Board Trustees, we direct the Village Attorney to reconfigure the language

of the ordinance to reflect the will of the majority of residents by eliminating the restrictive regulatory language impacting people's private property.

Villavicencio commended all those residents that have expressed their deep concern for the welfare of our Village's ecology. Chenequa's residents and its municipal government share a common love for the beauty of its environment and the importance of being loyal trustees of the principles that led to the founding of our community a century ago and are also the foundation of being designated a Bird City and Tree City USA. The respectful and informed discussions we've had over the past months, culminating in Monday's Special meeting, show that the shared goals we have are best met through means other than the imposition of legal restrictions. However, remember that other avenues towards the same end are already operative within our community.

The Village of Chenequa is unique in that whenever a new resident purchases property, a Village representative contacts them, provides them with printed informational materials on various aspects of our community, and invites them to come to our offices for a tour and informational briefing. This includes information on our Forestry department and explains to them that the Village Forester is a resource to them and can provide valuable advice on managing their property and its valuable and beautiful flora. Many have taken advantage of these opportunities and are now better informed. Our Village Forester remains a valuable resource for residents, old and new. There are private groups that are dedicated to the preservation of our environment, and the education of residents in an effort to perpetuate for future generations the beauty that makes Chenequa so special in a region that continues to grow. Villavicencio encouraged the continuation of such supplemental private informational efforts so we can be successful in reaching our common goals.

Discussion ensued of alignment with Village President's comments and issues and opportunities. Discussion ensued of shrubbery and ground cover. Discussion ensued of the tree ordinance and cost to the Village and work load of the Forestry Department. Believe the Village is what it is today, due to leadership and ordinances in place.

Discussion ensued of the proposed ordinance as written; it needs some work.

Discussion ensued that the shrubs and ground coverage caused confusion. Discussion ensued of an issue with the private rights, the costs of permitting, and the clear-cutting issue needs to be defined. Some that cited as clear cutting, are really the removal of the bad stuff. The Village needs to do a better process of educating the residents. Discussion ensued to remove the private lands portion and keep the public land portion. Discussion ensued for guidance of the private lands portion.

Discussion ensued of clear cutting. Some would be a violation if board did not approve the improvement. If there is approval for improvement and then there was a request to remove trees, it is not an issue.

Discussion ensued to get ahead of clear cutting. Discussion ensued of the emails being read at the August 4th meeting. Discussion ensued of the prairies in the ordinance. Discussion ensued of water quality and tree strategy and impervious grounds. Discussion ensued of the timing and costs with a referendum.

Attorney Kesner advised that the concept of ground cover was in the original ordinance. Attorney Kesner advised that this was also the movement from a zoning ordinance to a tree ordinance.

Discussion ensued to put 6.9 back into 6.9 and put trees back. Allow 8.1 and 8.24 as specific to shrubbery and ground cover and 8.25 as trees. Separate shrubbery and ground cover.

Discussion ensued of the permitting process. There is a shoreline cover permit with detailed photos and maps.

Discussion ensued as no one is clear cutting; then there may be very little demand for permits. May not change the administration costs at all. Discussion ensued to increase fines.

Discussion ensued that section c, forestry management plan, the survey and grading of the land may not be necessary. Discussion ensued for definitions and drawings to be included.

Discussion ensued that the attorney will put pieces together as 6.9 to 8.24. and paragraph 6.

Discussion ensued to educate residents and include in the newsletter. Discussion ensued to send in a paper newsletter with a summary with key provisions.

Motion (Kubick/Grunke) not to approve the proposed ordinance as it stands and direct the attorney for revisions as directed to be provided in the next board meeting. Motion carried.

Report – Forester. Lincoln reported that there were heavy rains and both Beaver and Pine Lake are slow no wake.

Report – Captain. Captain Anderson reported that in July there were 682 calls for service. Hired a new part-time officer and there is one full-time opening. The candidate is in the final process of hiring, with potential start date of August 25, 2025. Full-time officer left the organization in June.

Report – Village Administrator. Fire works ordinance will come back in September. Public Meeting first meeting in six years. Lessons to be learned.

Report – Village Clerk Treasurer. No report.

Report – Village President. No Report.

Report – Village Attorney. Attorney Kesner introduced himself from Michael Frederick and Best. Attorney Tom Gartner retired ten months ago. Attorney Kesner retired from the City of Wauwatosa and Department of Justice.

Agenda items to be considered for future meetings.

Discussion ensued of the boat house lighting to be dark or shaded. The Attorney advised that the ordinance would need to be reviewed and reference to the lighting ordinance. Discussion

ensued that this is glass doors but cannot make those with existing glass change. Regulating interior lights are different than exterior lights.

Adjournment.

Motion (Kubick/Gehl Neumann) to adjourn at 7:45 p.m. *Motion carried.*

Respectfully submitted by:

Approved and Ordered Posted by:

Deanna Braunschweig
Village Clerk - Treasurer

Jo Ann F. Villavicencio
Village President



STAFF REVIEW

Date: September 2nd, 2025

Meeting Date & Time: Monday, September 8th at 6:00 P.M.

To: Plan Commission, Village of Chenequa

From: Planning Department

Subject: Landscape Plan Review

Landscaper: Flagstone Landscape

Owner: Ryan and Kristen Schultz

Location: 6070 N State Road 83

Project Description: Proposed lakeside landscaping

Zoning District: Residence District - Lot Abutting a Lake

	REQUIRED RES. DISTRICT		PROPOSED PROJECT	
LOT AREA:	2	acres	2	acres
LOT WIDTH: AVERAGE	150	L.F. min.	225	L.F.

COMMENTS:

1. The applicant has submitted a landscape plan for the area situated between the primary dwelling and Beaver Lake.
2. Plans include, replacing an existing path/stairs and adding a planting bed within the shoreland setback.
 - a. Proposed path
 - i. The new proposed path will largely follow the same footprint of the existing path on the property. This path leads from the house, down to the bathhouse and pier.
 - ii. The path will be constructed of Lannon stone with a cobble border.
 - iii. There is a landing area around the north side of the boathouse, this portion of the path will be constructed of bluestone with a cobble border.
 - iv. The path will not exceed 4' in width
 - v. A sample photo has been provided in the packet

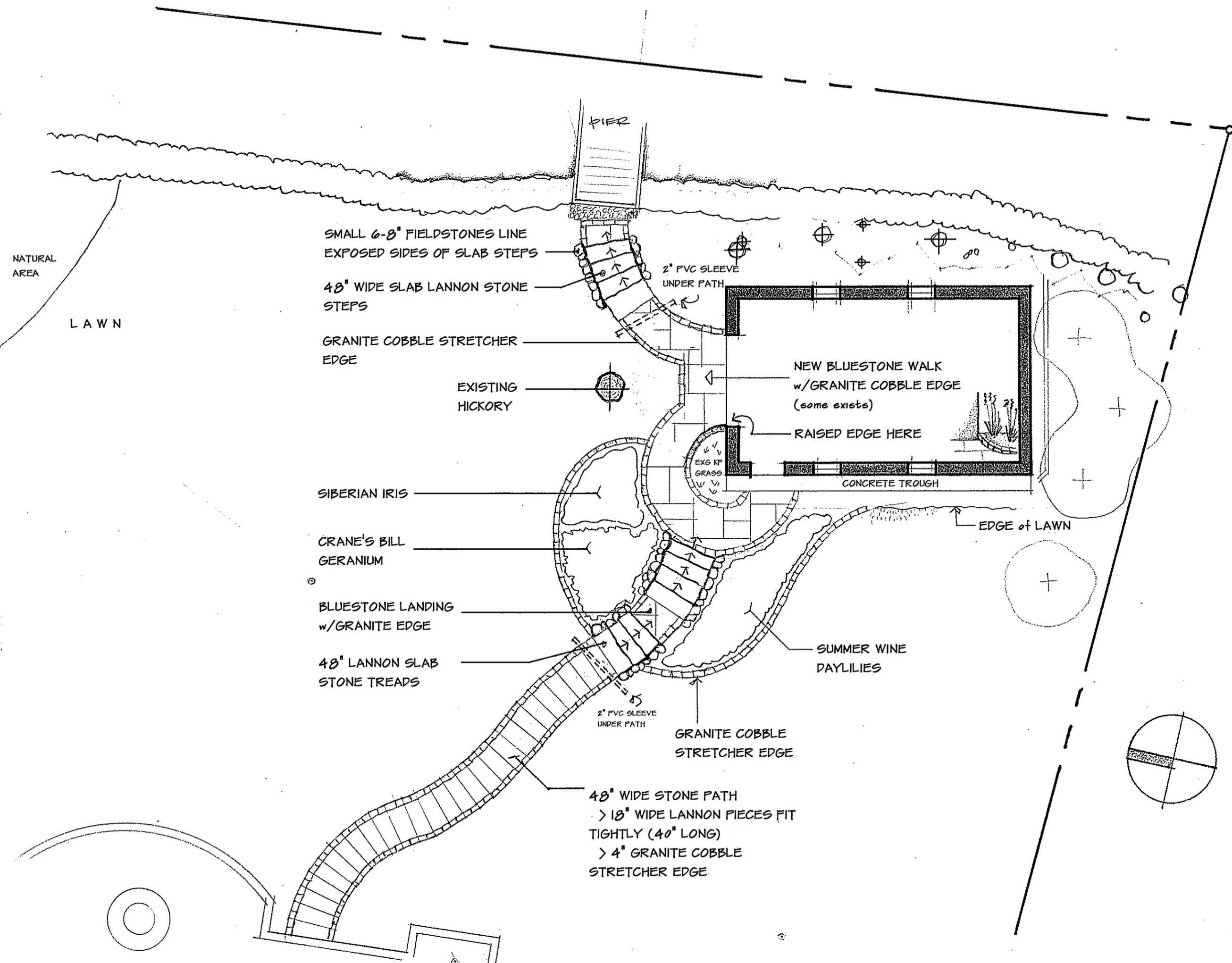
b. Proposed Steps

- i. Where necessary along the path, the applicant proposes to install
steppers.
- ii. The new proposed steppers will be constructed of Lannon stone slabs.
- iii. The proposed steps are not to exceed 4' in width
- iv. See landscape drawing for proposed location of stairs.
- v. A photo sample has been provided in the included packet

c. Planting beds

- i. In addition to the path and steppers, the applicant proposes to add several
planting beds near the boathouse.
- ii. These proposed planting beds will be defined with a cobble border
- iii. The landscape plan indicates the proposed plantings

c: Matthey Carney, Police Chief/ Administrator
Deanna Braunschweig, Clerk/Treasurer
Cody Lincoln, Zoning Administrator
Ryan and Kristen Schultz



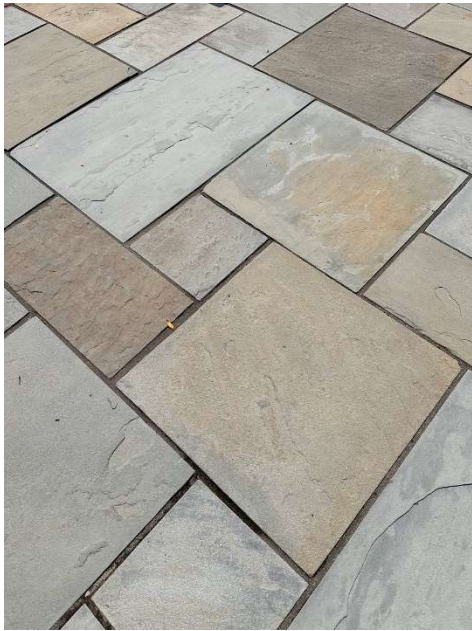
SCHULTZ
BOAT HOUSE AREA
6070 N. HWY 83
scale: 1/8" = 1'

REVISIONS

05.20.25 TIM
06.05.25 MM
08.04.25 ARH



Bluestone Paver



Granite Cobble



Fieldstone



Lannon Stone Step



**VILLAGE OF CHENEQUA
RESOLUTION NO. 2025-09-08-01**

**RESOLUTION UPDATING PERSONNEL POLICIES AND PROCEDURES MANUAL,
CHAPTER 5, APPROVED ABSENCES, SECTION 6, FUNERAL LEAVE**

WHEREAS, the Village of Chenequa (“Village”) Board finds that it is desirable to update the current Personnel Policies and Procedures Manual, Chapter 5, Approved Absences, Section 6, Funeral Leave.

Funeral leave.

When there is a death in the immediate family of an employee, a maximum of four calendar days off may be granted for the purpose of making necessary arrangements and attending the funeral. “Immediate family” for the purposes of this policy shall include: spouse, child, parent, parent-in-law, brother, sister, sister-in-law, brother-in-law, step brother or sister, step child or step parents, and grandparent of an employee. Funeral leave is approved by the Village Administrator.

NOW THEREFORE, BE IT RESOLVED, that the Village hereby adopts the update of the current Personnel Policies and Procedures Manual, Chapter 5, Approved Absences, Section 6, Funeral Leave.

Adopted this 9th day of September 2025.

VILLAGE OF CHENEQUA

By: _____
Jo Ann F. Villavicencio
Village President

Attest:

Deanna Braunschweig
Village Clerk-Treasurer

Village of Chenequa
ORDINANCE NO. 2025-09-08-01

AN ORDINANCE AMENDING VILLAGE CODE SECTION 8.24
CARE OF TREE COVER ON PRIVATE LANDS

WHEREAS, the Village Board finds and determines that the establishment of enhanced ordinance provisions regulating the removal of tree cover on private lands is necessary and appropriate to further the public health, safety and welfare, to protect the ecology of the Village, and to preserve the rustic character of the Village; and

NOW THEREFORE, BE IT ORDAINED, the Village Board of Chenequa do ordain as follows:

Part I. Subsection 8.24 (2) of the Village of Chenequa Ordinances is repealed and recreated to read in its entirety as follows:

- (2) **DEFINITIONS.** For the purpose of this Section, certain terms and words are defined as follows:
- (a) **Diameter Breast Height (DBH)** – Tree trunk diameter measured in inches with a calipers at six inches from grade in the case of trees measuring four inches or less in diameter and at a height of 4 ½ feet above grade when the tree trunk is larger than four inches.
 - (b) **DBH Threshold:** The sum total of fifty (50) DBH inches of specimen trees on lots from zero (0) to two (2) acres, the sum total of one hundred DBH inches of specimen trees on lots between two (2) and six (6) acres and the sum total of one hundred fifty (150) DBH inches of specimen trees on lots greater than six (6) acres.
 - (c) **Forest Management Plan:** A sketch (plan) of the lot, including the following information: location of structures and buildings, streets, roads, drives and parking areas, paths and passages, gradient of the land, existing vegetation, proposed cutting, and proposed replanting.
 - (d) **Private Tree, Shrubbery, Plant or Ground Cover:** All tree, shrubbery, plant or ground cover located or to be planted in or upon privately owned areas subject to this ordinance.
 - (e) **Public Tree, Shrubbery, Plant or Ground Cover:** All tree, shrubbery, plant or ground cover located or to be planted in or upon public areas.
 - (f) **Public Areas.** All public rights of way or lands owned or controlled by the Village.

- (g) **Silvicultural Thinning:** A selective removal of trees in order to maintain or improve forest health, and shall be performed using accepted forest management practices and sound soil conservation practices which protect water quality, with the intent of preserving native forest ecosystems.
- (h) **Shoreline Buffer Zone.** Shall have the definition set forth in Chapter 6.
- (i) **Specimen Trees:** All trees listed in the following Village of Chenequa Specimen Tree list.

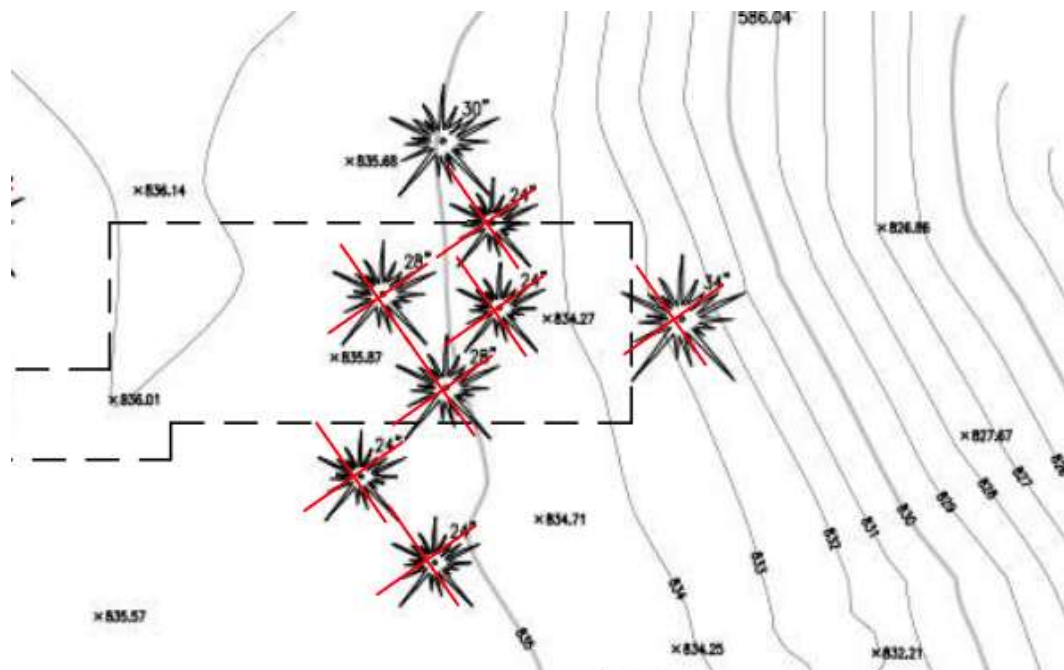
Village of Chenequa Specimen Tree List

Deciduous Trees	
Tree DBH	Species
6" and greater	Ironwood, Redbud, Serviceberry spp., Musclemwood
10" and greater	Oak spp., Maple (red, sugar), Hickory spp., Black walnut, Black cherry, Kentucky coffeetree, Beech spp., Aspen (quaking, bigtooth), Birch spp., Butternut, London planetree, Sycamore, Ginkgo
12" and greater	Basswood, Elm spp., Hackberry

Coniferous Trees	
Tree DBH	Species
12" and greater	Norway spruce
10" and greater	Pine (white, scotch), Tamarack, Hemlock, Fir spp.
8" and greater	Red cedar, White cedar

- (j) **Sum Total of DBH Inches of Specimen Trees:** The sum total of DBH inches calculated in accordance with the following diagrams.

Example 2:



3

Part II: Subsections 8.24 (6) and (7) of the Village of Chenequa Ordinances are hereby renumbered as Subsection 8.24(7) and (8), respectively.

Part III: A new subsection 8.24 (6) of the Village of Chenequa Ordinances is created to read as follows:

(6) PRIVATE TREES OUTSIDE OF THE SHORELINE BUFFER ZONE.

- (a) A Village issued tree removal permit is required to remove private trees outside of the shoreline buffer zone where the sum total of DBH inches of specimen trees removed is equal to or greater than the DBH threshold in any calendar year; provided, however, that no permit shall be required for removal of dead trees. Permits may be granted for:
 - a. Dying, diseased and damaged trees, as determined by the Village Forester.
 - b. Trees posing a significant safety hazard, as determined by the Village Forester.
 - c. Trees interfering with permissible structures/improvements.
 - d. Silvicultural thinning according to a Forest Management Plan approved by the Village Forester.
 - e. The creation of new natural areas, other than turf grass lawns, including, without limitation prairies and oak savannas.
- (b) The Village Forester may approve a tree removal permit for one (1) or more of the reasons stated above only if the Village Forester finds that the proposed Specimen Tree removal:
 - a. Will not cause erosion or destruction of scenic beauty; and
 - b. Will provide substantial shielding of dwellings, accessory structures and parking areas from adjoining property. Where the forest management plan calls for replacement plantings, the Village Forester may require the submission of a bond which guarantees the performance of the planned tree or shrubbery planting by the lot owner.
- (c) Replanting of trees shall be required as far as practicable, where Specimen Trees are cut or removed in violation of this Section or damaged by non-natural causes. Trees must be replaced with Specimen Trees of two (2) DBH inches or greater.

Part IV: Subsection 6.9(5) of the Village of Chenequa Ordinances is amended to read in its entirety as follows:

- (5) CUTTING MORE THAN SEVENTY-FIVE FEET INLAND.** Beyond the inland edge of the shoreline buffer zone the cutting of trees shall be allowed when performed according to the provisions of Subsection 8.24(6) of this code.

Adopted this _____ day of _____, 2025.

VILLAGE OF CHENEQUA

BY: _____
Jo Ann Villavicencio
Village President

ATTEST:

Deanna Braunschweig
Village Clerk - Treasurer

Date Adopted:
Date Posted:
Effective Date: