

AGENDA

Village of Chenequa Plan Commission Monday, November 13, 2023 at 6:00 p.m. 31275 W. County Road K, Chenequa, WI 53029

This is official notice that a meeting of the Plan Commission for the Village of Chenequa will be held at 6:00 p.m. on Monday, November 13, 2023 utilizing Zoom Communications. The following matters will be discussed, with possible actions, as well as any other matters that may come before the Commission:

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 Plan Commission meeting held on October 9, 2023.
- 3. Review and consider action on an application for the landscape and grading plan at 31986 W Treasurer Island, Pine Cove Hollow, on the lakeside of the primary dwelling. (Tax Key No. 416994001).
- 4. Review and consider action on modification to previously approved construction of accessory structure at 6091 N State Road 83, Ned and Kristen Villers, on the lakeside of the primary dwelling (Tax Key No. 0398989).
- 5. Adjournment.

Respectfully submitted by:

Deanna Braunschweig, Village Clerk - Treasurer

To participate via Zoom:

https://us02web.zoom.us/j/86459494761?pwd=ZitwQW5nQit5K2w3TE10WWFoMVRFdz09

Meeting ID is 864 5949 4761 and the Passcode is 900512

Or Dial: 312 626 6799 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 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, November 9, 2023 by 4:30 PM

VILLAGE OF CHENEQUA

VILLAGE OF CHENEQUA - PLAN COMMISSION MINUTES
OF MONDAY, October 9, 2023
Unofficial until approved by the Plan Commission.
Approved as written () or with corrections () on ______

The regular monthly meeting of the Plan Commission for the Village of Chenequa was held on Monday, October 9, 2023 at 6:00 p.m. utilizing Zoom Communications. The following Members were in attendance:

Ms. Villavicencio / Chairperson - present

Mr. Bellin / Member - present

Ms. Surles / Member – present

Mr. Pranke / Member – present

Mr. Enters / Member – present

Ms. Benz / Member - present

Mr. Carroll / Member - present

Mr. Luljak / Village Attorney Representative – present

Ms. Miller / Village Attorney Representative - present

Mr. Lincoln / Zoning Administrator-Forester – present

Mr. Neumer / Administrator-Police Chief – present

Mr. Carney / Police Captain – present

Ms. Braunschweig / Village Clerk – present

Call to Order

Pledge of Allegiance

Public in Attendance

Kathleen Hansen, Carl Eschweiler, Judy Hansen, Heidi von Hagke, EJ Kubick, Rich Grunke, Julie Rolfs, Debbie McNear, Ted Rolfs, Mark Theisen, Debie McNear, J Mallinger, J Shaw, Bill Luterbach, Tim Fredman, George Rolfs, Sue Touchett, Carol Manegold, Cyntha Patterson, Holly Merson, Jason Ruebl, Carl Eschweiler, Rob Manegold

Public Comment

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

Judy Hansen requested to move the consideration of accessory structures sizing and limits as number nine, to follow item number two of the agenda prior to considering accessory structure items. If it is not moved up, she requested that items numbered three and four, that the plan commission table the items for reconsideration after number nine, could be a future date. She commented on a shed with recreational area and two sinks, refrigerator, office, and bar; she commented that this is a house and not a shed. Reconsider swimming pool issues and aerators.

Debbie McNear commented on the roofing document and there are objective measurements of reflectivity for roofs. She spoke against the detachment of property from the Village. She commented to look at the building and land ordinances to preserve and protect the rural historic nature of the the Village.

Kit Hansen commented on accessory buildings and in the past there were not any boathouses allowed to be built. She gave history to the ordinances of boat houses. She commented to look at by-laws.

Ted Rolfs commented the process needs to be looked at and slowed down. The packet comes in on Thursday for an opinion by Monday. He suggested to walk the properties and look at the properties. Consider revising by putting time between the plan commission and board meeting. He requested to meet in person or hybrid meeting. He spoke against the detachment of the Theisen property.

Julie Rolfs commented that she read the chapter 6 zoning guide. She commented to read the zoning code prior to approving. She commented and read Ordinances 6.1 and 6.4. She commented to slow down the approval process.

Carl Eschweiler lives on Highway K and commented on the issues on the south end of lake due to the invasive lake weed and algae. The silt connecting to Cornell Lake has accumulation in the inlet and beyond to restrict use. The Lake Management District completed a dredging on the North end of the lake last year. Will the Village or Lake Management District assist in addressing these issues? No discussion on short or long term implications of allowing this to occur.

Timothy Fredman agrees with all comments said. He commented on growth management rules on maximums on houses. There will be more housing, more lighting. He commented on the letter from Theisen.

Approval of minutes from the Plan Commission meeting held on September 11, 2023. Motion (Bellin/Benz) to approve the minutes of the September 11, 2023 Plan Commission meeting, as presented. *Motion carried*.

Review and consider action on application for a new accessory structure at 5558 N Pauline's Wood Road, Thomas and Elizabeth Karlson. (Tax Key No.00414998).

Lincoln presented the application. A structure similar was approved by the Village Board and Plan Commission last year. This is not a dwelling but a storage space. The applicant proposes to construct a two-story accessory structure with an exposed lower level. This accessory structure is not proposed to be a dwelling, the applicant proposes to use this space for storage. The dimensions are 32'x 50'. As proposed, this structure will have a bathroom on the main level. There are no cooking or sleeping quarters. The proposed detached accessory structure is over one hundred (100) feet to any existing single-family structure on an adjoining lot which complies with section Sec. 6.5(c)(i). This structure is proposed to be sheathed with a white board and batten siding with a stone veneer around the base of the exposed lower level. The north elevation of this structure proposes to have an exposed basement with two garage doors for more storage. The plan includes fieldstone retaining wall to be constructed to retain the soil leading down to the exposed basement area. This retaining wall is proposed to terminate greater than 10' from the property boundary. An exterior light option has not been submitted. This is in the backyard and not on the lake side of the home. This meets the current ordinances.

Motion (Carroll/Benz) to recommend approval for a new accessory structure at 5558 N Pauline's Wood Road, Thomas and Elizabeth Karlson. (Tax Key No.00414998). Motion carried.

Review and consider action on application for an addition to a legal conforming structure at 5723 N State Road 83, BC Properties, William Luterbach. (Tax Key No. 0399993001).

Lincoln Presented the application. Mr. Luterbach commented that in the past years, existing stone was removed to match and increased the green space. The applicants are proposing a 780 square foot addition to a previously existing conforming structure at 5723 N State Road 83. This

addition is proposed to be installed on the north side of the structure. The proposed addition will match all existing materials on the home. The applicant proposes to use existing lighting that is currently on the structure, no additional lighting will be added to the structure. The project meets all other requirements of Village of Chenequa Zoning. If it is determined the building site grading plan needs further review for storm water management, a storm water and grading plan shall be reviewed by an engineer of the Village's choice and paid for by the applicants. If one acre or more of land is to be disturbed, a DNR land disturbance permit shall be obtained at least fourteen (14) days prior to beginning of construction.

Motion (Pranke/Enters) to recommend approval of an addition to a legal conforming structure at 5723 N State Road 83, BC Properties, William Luterbach. (Tax Key No. 0399993001). Motion carried.

Review and consider action on an application for a proposed grading plan at the Chenequa Country Club, 6250 N State Road 83.

Lincoln presented the application. Holly Merson of Payne and Doylan commented that this modifications to improve tee boxes and cart paths. The Chenequa Country Club is seeking permissions to make modifications to the golf course. These modifications include; Re-grading various areas; Adding, improving and relocating various tee boxes; Adding, relocating and removing various cart paths. In total, 6,029.61 yards of material will be removed from the south portion of the course (hole nos. 1-6; 15-18; Practice Area). In total, 647.79 yards of material will be added to the north portion of the course (hole nos. 7-14) (This portion is entirely outside Village boundaries). The provided plans labeled "Golf Course Construction Plans" provide detailed explanation of all proposed work to be completed. Greater than one acre of land will be disturbed by this proposal, therefore, an NOI must be obtained from the WDNR. A grading permit must be issued by the Village of Chenequa Zoning Department before work may begin.

Motion (Bellin/Benz) to recommend approval of a proposed grading plan at the Chenequa Country Club, 6250 N State Road 83. Motion carried. (Enters recused himself.)

Review and consider action on Ordinance 2023-09-11-01, Petition for Detachment of Property from the Village of Chenequa to the Town of Merton pursuant to the requirements set forth in Wisconsin Statutes Section 66.0227, at 7285 N State Road to W315N7293 State Road 83, Mark and Cheri Theisen (Tax Key No. 0351970002).

Discussion ensued of the tax base loss is estimated at \$200. Discussion ensued of past land swaps. Discussion ensued of the benefit to the land owner. Discussion ensued of possible additional buildable lot. Discussion ensued as not in favor of land leaving the Village.

Travis Theisen commented that even with the addition of the land the portion in Merton would not be subdividable. They would like to pay the North Lake Management on one tax key and it will make the tax bills easier. If left alone the owner would have two tax bills and Two Lake Management Bills.

Motion (Carroll/ Villavicencio) to recommend Denial of Ordinance 2023-09-11-01, Petition for Detachment of Property from the Village of Chenequa to the Town of Merton pursuant to the requirements set forth in Wisconsin Statutes Section 66.0227, at 7285 N State Road to W315N7293 State Road 83, Mark and Cheri Theisen (Tax Key No. 0351970002). Motion carried to recommend denial. Enters voted nay. Bellin abstaining.

Extraterritorial: Review and consider action on Certified Survey Map to combine 2 separate tax keys into one legal description with an outlot, N73W32265 Reddelien Road, as requested by Mark and Kathleen Ruegsegger. Tax Key # MRTT0356-969 and MRTT0356-037.

Motion (Enters/Pranke) to recommend approval of Extraterritorial: Review and consider action on Certified Survey Map to combine 2 separate tax keys into one legal description with an outlot, N73W32265 Reddelien Road, as requested by Mark and Kathleen Ruegsegger. Tax Key # MRTT0356-969 and MRTT0356-037. Motion carried.

Adjournment Motion (Benz/Pranke) to adjourn the Plan Co	emmission meeting at 6:42 p.m. <i>Motion carried</i> .
Respectfully submitted by:	Approved and Ordered Posted by:
Deanna Braunschweig, Village Clerk	Jo Ann F. Villavicencio, Chairperson



STAFF REVIEW

Date: October 12th, 2023 Meeting Date & Time: Monday, November 13th, 2023 at 6:00 p.m.

To: Plan Commission, Village of Chenequa

From: Planning Department

Subject: Site Plan Review

Owner: Pine Cove Hollow

Landscaper: LandWorks

Location: 31986 W Treasure Island Drive

Project Description: Proposed Landscape and Grading Plan

Zoning District: Residence District – Lot Abutting Lake

COMMENTS:

1. LandWorks Inc. has submitted a landscape and grading plan that has been prepared for on behalf of the Parro and Gertz Family. The plan proposes the following;

a. Grading Plan

- i. As depicted on the plan provided by LandWorks Inc. the homeowner is seeking permission to add fill to approximately 7,000 square feet of lawn area between the house and the lake.
- ii. The applicant proposes to add a total of 380 cubic yards of fill to the site.
- iii. In areas, the fill depth is proposed to be 12"-15". LandWorks proposes to use 2/3 "bank run" gravel as a base and top dress it with 1/3 topsoil.
- iv. As depicted on plans, a portion of the grading plan involves the creation of a small berm. This berm will serve to capture stormwater and prevent it from flowing into Pine Lake. The use of a "bank run" gravel base should prevent the possibility of flooding in the area identified as a "catch area".
- v. The applicant proposes to install sod once the grading is complete.

b. Landscape Plan

- i. LandWorks proposes to remove the existing hardscape path and replace it with a new path and steps. Path materials include:
 - 1. "Unilock Richcliff" pavers with a "Courtstone" border.
 - 2. "Belgard Midnight" steps
- ii. This path will not does not exceed 4' in width. As required by 6.5(4)(a)(i)(A.)
- iii. Path location and materials are depicted on the plans included in the

packet.

- 2. LandWorks proposes to install silt fence around the entire project area.
- 3. According to 6.9(2)(d) a grading permit must be issued by the Village of Chenequa Zoning Department before work may begin.
- c: Dan Neumer, Administrator Deanna Braunschweig, Clerk Paul Launer, Lake Country Inspections Pine Cove Hollow, Owner Cody Lincoln, Zoning Administrator

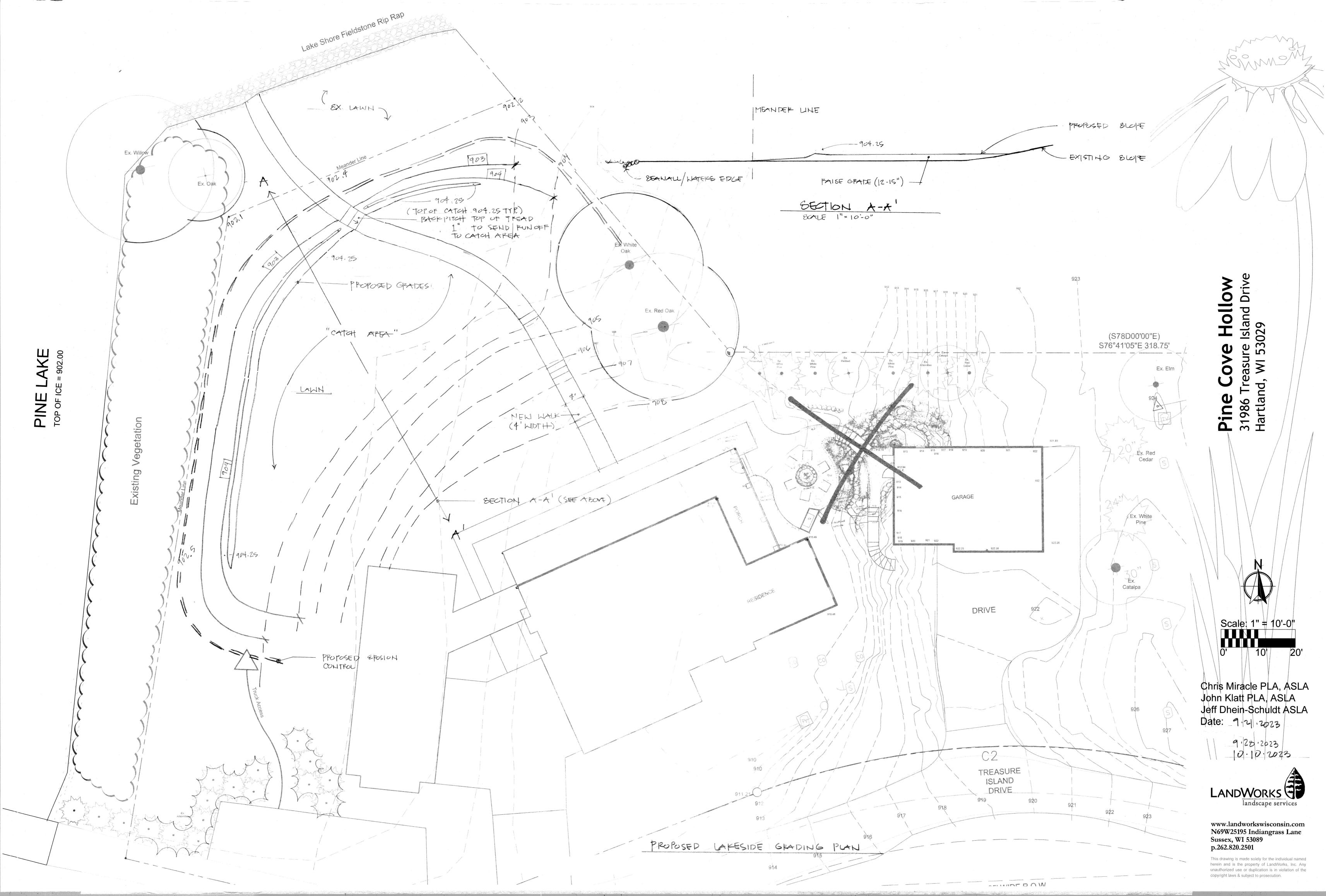
Regrade Existing Low Area

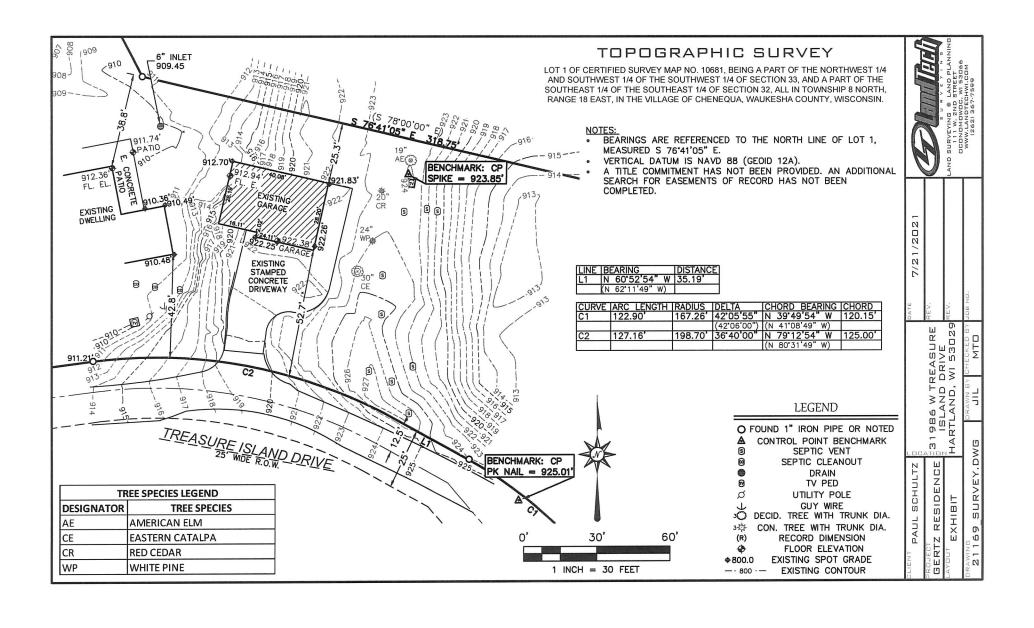
- Install Silt Fence and Erosion Control
- Install Gravel Access Road
- Perform Following Per Plan
 - · Remove 3 Arborvitae with Loader for Machine Access, Stage & Replant
 - · Remove Lawn with Sod Cutter and Loader
 - · Pulverize Existing Grade, Harley Rake
 - Furnish and Spread 2/3rd Bank Run Gravel
 - · Furnish and Spread 1/3rd Screened Topsoil
 - Furnish and Spread Lawn Starter Fertilizer
 - Furnish and Install Sod
 - · Watering Allowance
- Remove Access Road and Repair Lawn / Install Sod

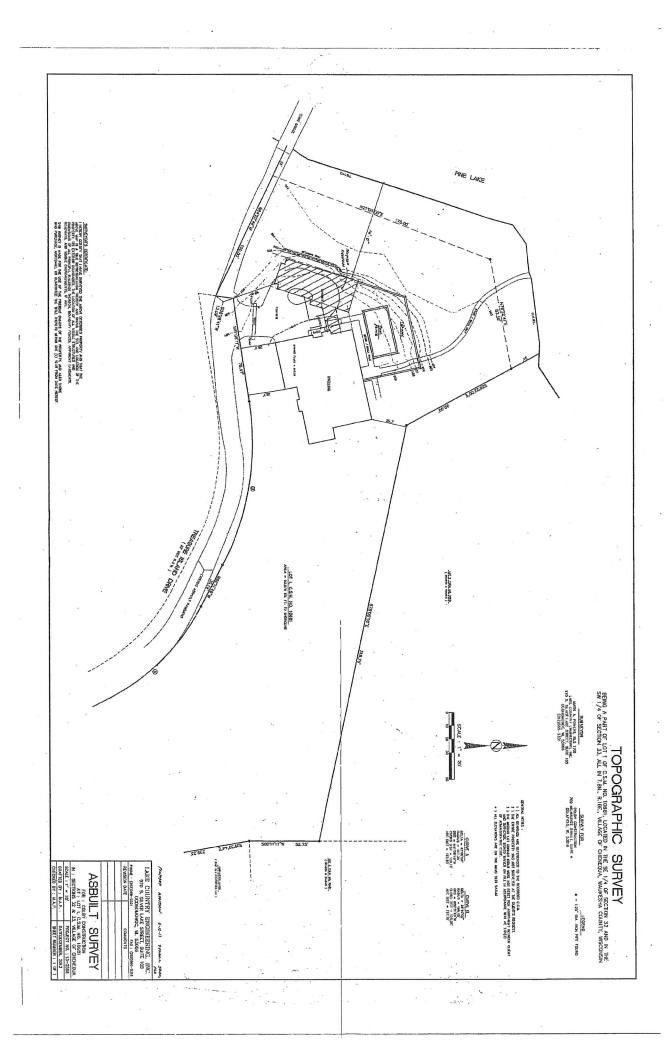
Paving - Lake Path Walk

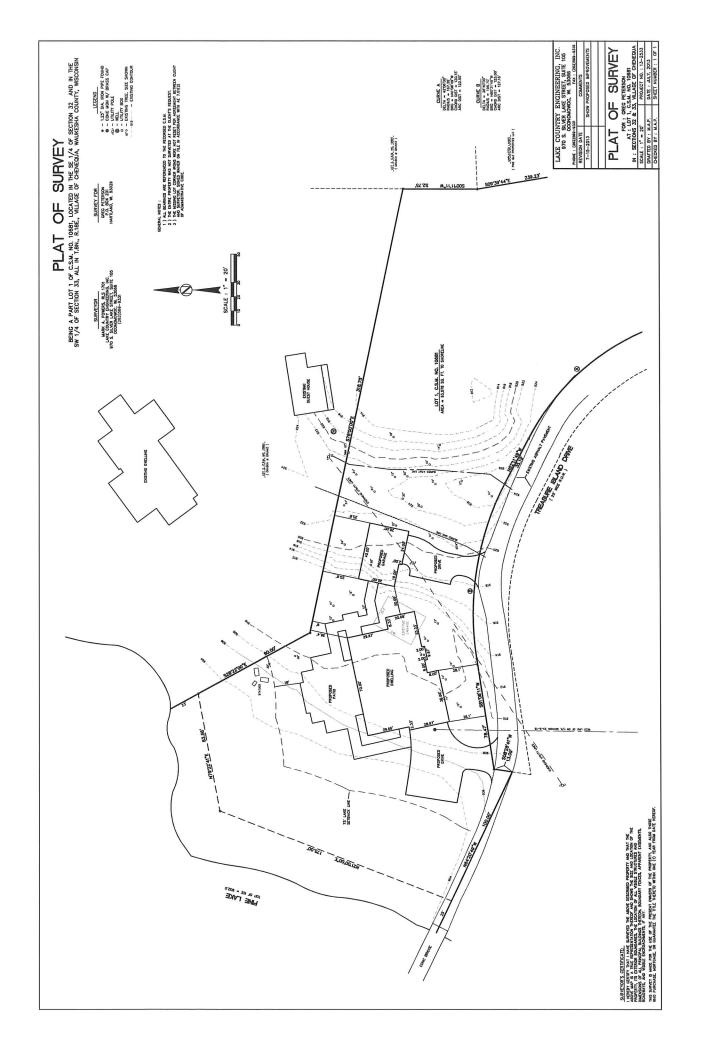
- Remove Hardscape with Loader
- Furnish, Spread, and Compact #1 Limestone Chip Paving Base
- Furnish and Spread ¼" Limestone Chip Bedding Course
- Furnish and Install Unilock Richcliff Pavers with Courtstone Border, Integrate with Existing Walk Paving Materials
- Furnish and Install Belgard Midnight Steps
- Saw Cut Paving, Curved
- Furnish and Install Mortar Bead Edging
- Spread Polymeric Sand











PROPOSED MATERIALS

Unilock Courtsone Cobblestones





Unilock Richcliff Pavers- 'Dawn Mist'





Belgard Landing Steps - Midnight







STAFF REVIEW

Date: October 18th 2023 **Meeting Date & Time:** Monday, November 13th, 2023 at 6:00 p.m.

To: Plan Commission, Village of Chenequa

From: Planning Department

Subject: Site Plan Review

Architect: Paul Studio Design

Owner: Ned and Kristen Villers

Location: 6091 N State Road 83

Project Description: Proposed Accessory Structure

Zoning District: Residence District – Lot Abutting a Lake

ACCESSORY STRUCTURE:	REQUIRED RES.		PROPOSED PROJECT	
	DISTRICT			
LOT AREA:	2	acres	2.81	acres
LOT WIDTH: AVERAGE	150	ft. min.	185	ft.
YARD SETBACKS: Side (South)	13.5	ft. min	38	ft.
Lake (West)	75	ft. min.	75	ft.
Rear (East)	75	ft. min.	400+	ft.
Side (North)	13.5	ft. min.	171.9	ft.
BUILDING HEIGHT:	27	ft. max	35	ft.

Proposed Accessory Structure

1. This proposal is a modification to a previously approved accessory structure (originally approved 8/14/23).

2. Original proposal:

- a. The applicant proposes to raze an existing accessory structure on the property and construct a new 2,000 square foot structure in its approximate location.
- b. Materials colors are to match the existing primary residence. (See "Boathouse Materials" page provided in packet)
- c. Materials include:
 - i. Standing seam zinc roof.

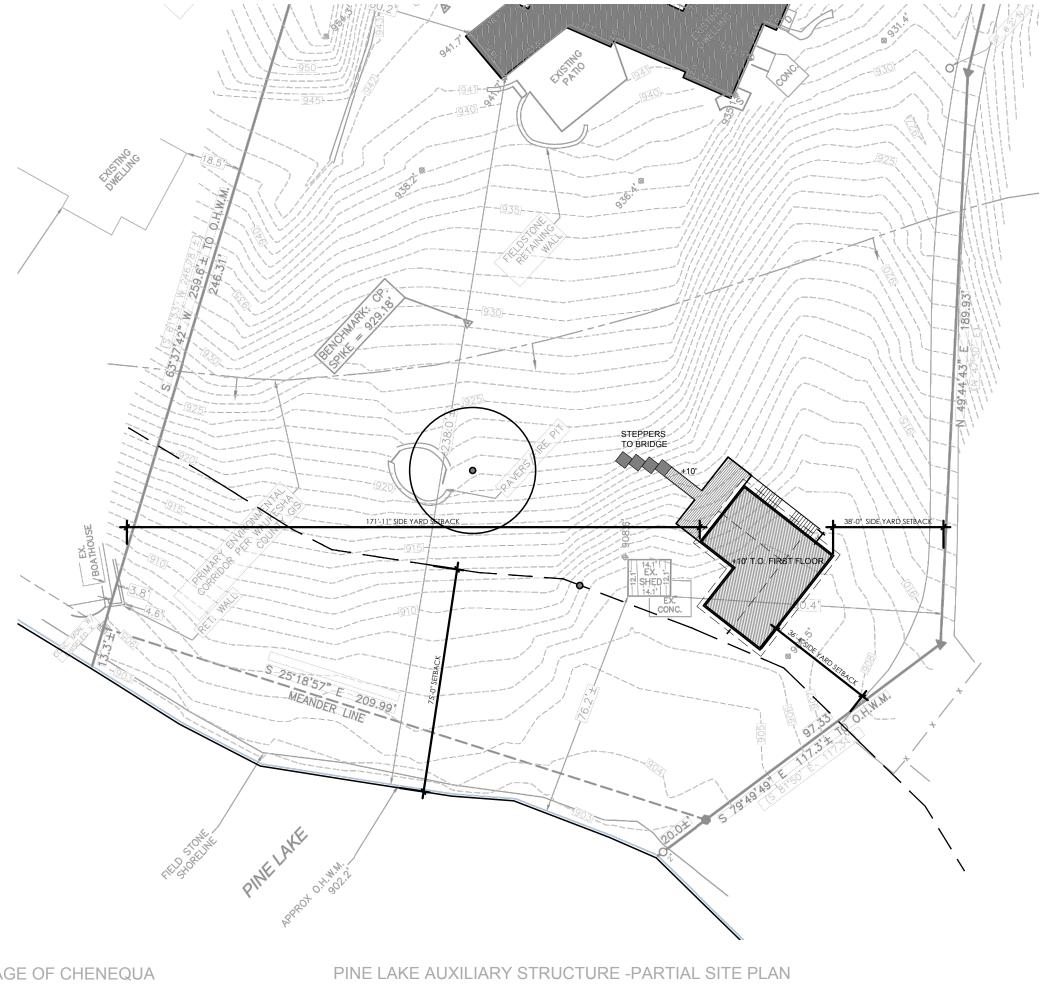
- 1. Portions of the proposed zinc roof face the lake. This could potentially generate glare during the morning hours. Similar to copper, zinc roofs remain unpainted so they can develop a patina. Once the patina develops, the roof should have a matte finish.
- ii. Pearl gray shingle siding
- iii. Exposed concrete
- iv. Aztek composite decking "dark hickory" color

3. Modifications to the original plan include:

- a. Shifting the structure southward approximately 20'
 - i. The applicant states that this proposed move was in an attempt to save mature trees onsite and to find a less intrusive building site.
- b. Adding a deck/bridge on the north side of the structure. (See proposed site plan for bridge location)
- 4. The proposed detached accessory structure is over one hundred (100) feet to any existing single-family structure on an adjoining lot which complies with section Sec. 6.5(c)(i).
- 5. An exterior light option has been submitted and requires Plan Commission and Village Board Approval. This proposed fixture is 10 watts, 460 lumens and has a 3,000K color temperature.
- 6. This is an accessory structure and may not be used as a dwelling. Cooking and sleeping quarters in this structure are not permissible.
- 7. Any trees affected by this project within the shoreland buffer zone will require a separate permit
- 8. A building permit is required from the Building Inspector prior to start of construction.
- c: Dan Neumer, Administrator
 Deanna Braunschweig, Clerk/Treasurer
 Paul Launer, Lake Country Inspections
 Ned and Kristen Villers, Owner
 Paul Studio Design, Architect
 Cody Lincoln, Zoning Administrator

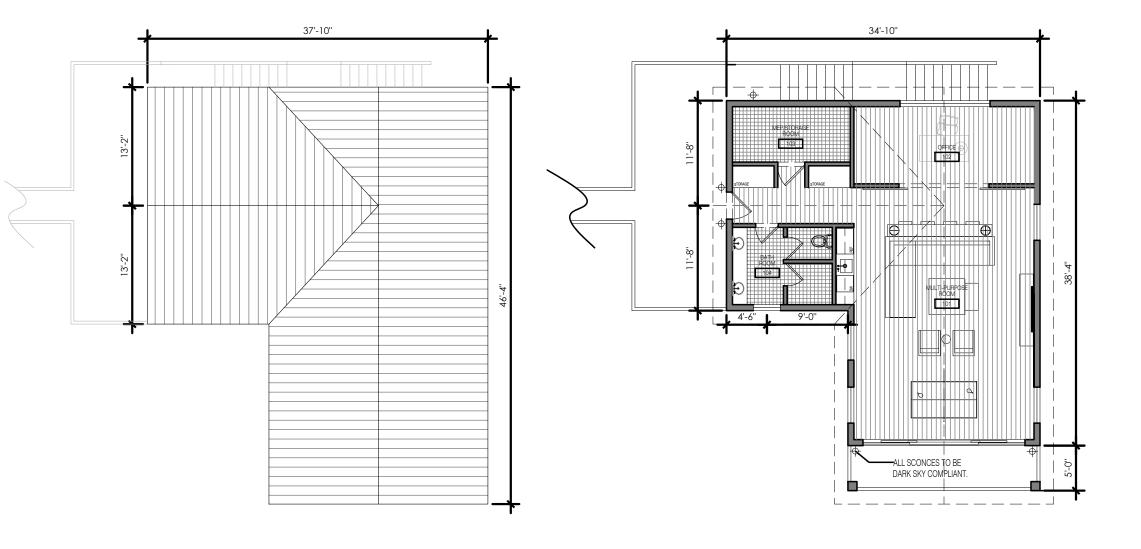


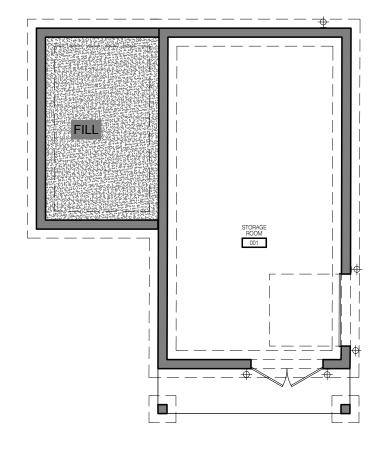
NED & KIRSTEN VILLERS 6091 STATE ROAD 83 CHENEQUA, WI 53029



SUBMITTAL TO THE VILLAGE OF CHENEQUA

VILLERS

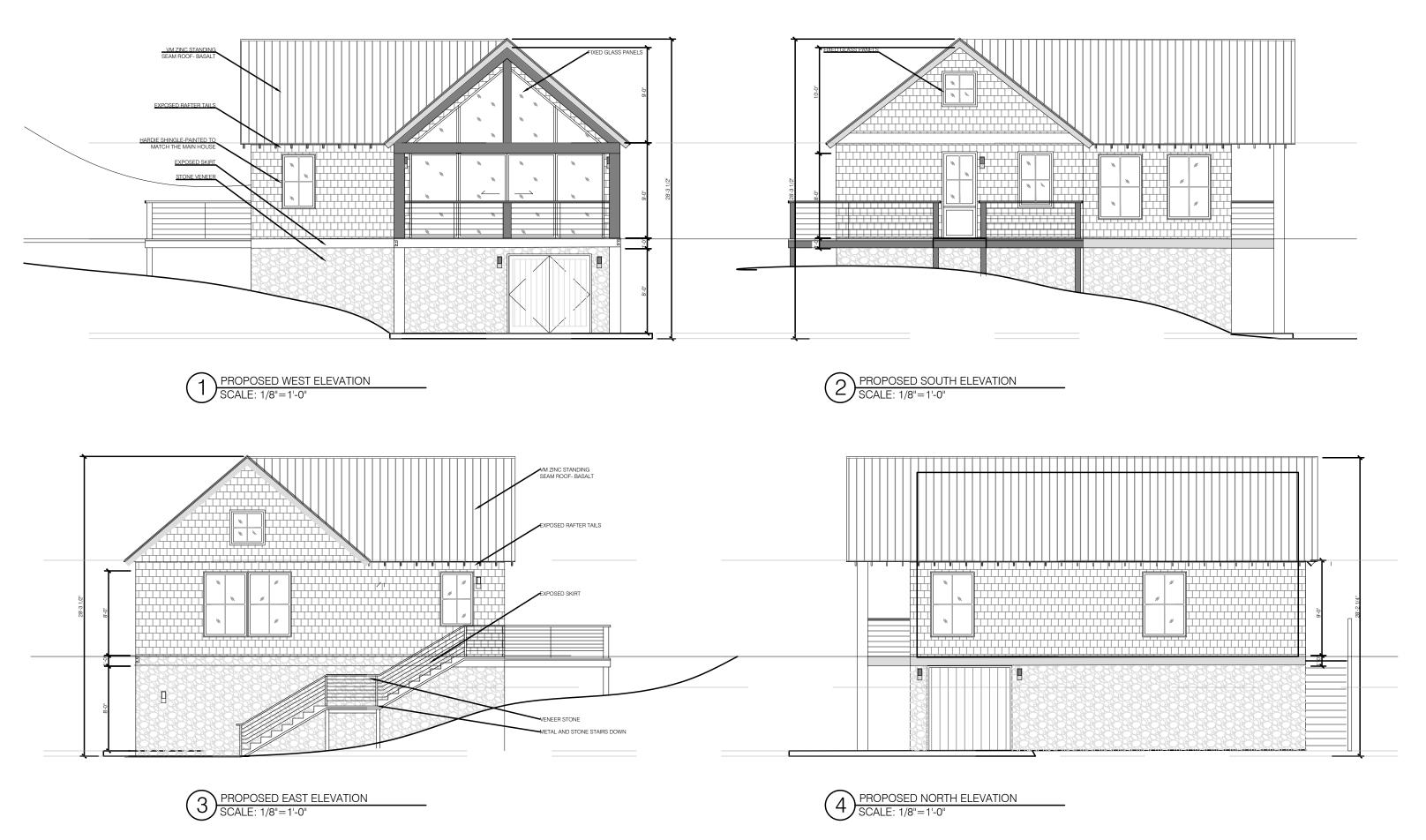


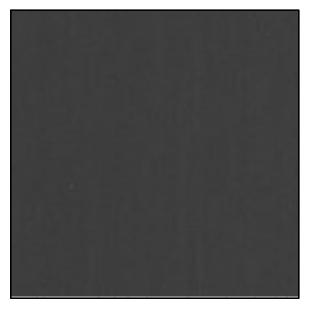


PROPOSED ROOF PLAN
SCALE: 3/32"=1'-0"

PROPOSED MAIN FLOOR PARTITION PLAN SCALE: 3/32"=1'-0"

PROPOSED BASEMENT PLAN
SCALE: 3/32"=1'-0"





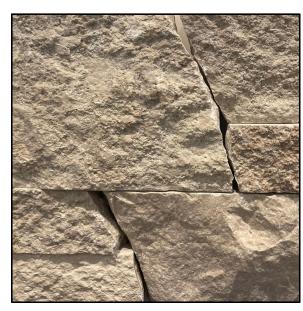
STANDING SEAM ROOFING VM ZINC-ANTHRA-ZINC



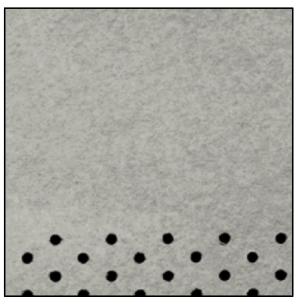
SHINGLE SIDING

JAMES HARDIE-STAGGERED

EDGE SIDING-PEARL GRAY



STONE FON DU LAC TAYLORED FIELDEDGE



SOFFIT 3" HARDIESOFFIT PANEL-IT'S ABOUT THYME



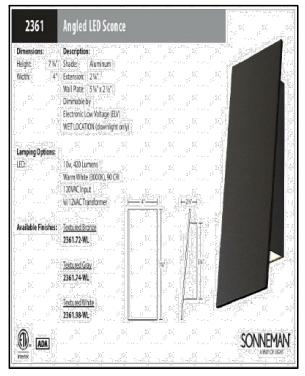
PORCH DECKING

AZEK COMPOSITE DECKING

VINTAGE COLLECTION-"DARK HICKORY"



WINDOWS & DOORS
MARVIN ULTIMATEEBONY



<u>DARK SKY SCONCES</u> SONNEMAN ANGLED LED SCONCE

VILLAGE OF CHENEQUA ZONING CHECKLIST

Name: <u>Ned & Kroston Villers</u>	
Address: 6091 N State Road 83	
Tax Key#: CHQV03989	
Project Description: New Construction	nof a 2 story
2000 Sg Aux Structure	
Existing Lot/Structure or Proposed P	roject X
1) Lot	
a) Size: 2.815 acres b) Average Width 250 feet	
c) Lake Frontage: Yes X No	If Yes 2099 feet/min. 150'
2) Setbacks	Required
a) From Lake or Roadway 76	75 feet
b) Rear Yard 429' 10"	25 feet
c) Side Yard 1) 171'-11"	6 inches per foot in height
2) 38'-0"/30-4"	_ 10 feet minimum
d) Adjoining Residence	_ 50 feet
3) Square Footage	
a) One Story	2,000 sq. ft.
b) Over One Story	1 600
1 st Floor	1,500 sq. ft.
2 nd Floor	2 500 ca ft
Total	2,500 sq. ft.
4) Height	
a) Front of Home 21'	35 feet maximum
b) 75' to 124' from Lake	40 feet maximum
c) 125' from Lake	45 feet maximum
Additional 1.5' in offset for every 1' above 35' p	lus 17.5'