



AGENDA

Village of Chenequa Plan Commission
Monday, February 9, 2026, 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 on February 9, 2026, at 6:00 p.m., or soon thereafter, following the Oath of Office Ceremony for Police Sergeant and Police Officer 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 Plan Commission meeting held on January 12, 2026.
3. Review and consider action on An Ordinance Amending Section 5.22 of the Village of Chenequa Municipal Code Regarding Fees for New Key Boxes; *Ordinance No 2026-02-09-01*
4. Review and consider an Ordinance to Create Section 4.16 of the Village of Chenequa Village Code to Restrict the Use of Aerators on the Lakes.
5. Adjournment.

Respectfully submitted by:
Pamela Ann Little, Village Clerk

To participate via Zoom:

<https://us02web.zoom.us/j/83950297675?pwd=XPsehPZFOFymvCuzMzTmzhiXaYJ9DB.1>

Meeting ID: 839 5029 7675
Passcode: 670318

Or Dial: 301 715 8592 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 Wednesday, February 4, 2026, by 4:30 PM

VILLAGE BOARD MINUTES
VILLAGE OF CHENEQUA

VILLAGE OF CHENEQUA – PLAN COMMISSION MINUTES
OF MONDAY, JANUARY 12, 2026
Unofficial until approved by the Plan Commission.
Approved as written () or with corrections () on _____.

A meeting of the Village Board of Trustees was held on Monday, January 12, 2026, at 6:00 p.m. utilizing Zoom Communications and in person.

Ms. Villavicencio / Chairperson – present
Ms. Surles / Member – present
Mr. Pranke / Member – present
Mr. Enters / Member – present
Ms. Benz / Member – present
Mr. Carroll / Member – present
Mr. Kriva / Member – 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. Little / Village Clerk – present

Call to Order

Pledge of Allegiance

Public in Attendance

Jason Luther, EJ Kubick, Carol Manegold, Richard Grunke, Tim Fredman; via Zoom: Bob Fiedler, Debbie Wheeler, Heidi Paul, Jamie Mallinger & Sue Touchett.

Public Comment

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

Debbie Wheeler, 6296 N Brumder Road believes 15% on impervious surfaces is overly generous due to the ecological changes that happen at lower percentages and that the Village needs an impervious surface ordinance.

Mark Petri of 32279 W Oakland Road submitted written comments to the Board. Mr. Petri requested no action be taken on impervious surfaces without notice to residents and interested parties so they may review any proposals.

Approval of minutes from the Plan Commission meeting held on December 8, 2025

Motion (Kriva/Surles) to approve the minutes as presented. *Motion carried.*

Review and consider action on proposed modifications to a previously approved plan for an addition/remodel at 5219 N State Road 83 (Tax Key No. CHQV 0417.992.007)

Mr. Lincoln reported that in November of 2025, Hello Starling LLC received approval from the Village Board for an addition/remodel project at 5219 N State Road 83. These plans were originally approved; however, the builder has made modifications. Accordingly, these changes will need to be approved. The changes proposed include the addition of an attached garage, the removal of a kitchen bump out and the conversion of existing garage space to additional living space. The architect provided a memo highlighting the proposed changes. An updated Staff Review reflected the proposed changes.

The main goal of the project is to reduce the overall square footage of the home and change the general aesthetic. The living area is currently 7,967 square feet to be reduced to 6,210 square feet: a reduction of 1,757 square feet. An updated proposed lakeside rendering was submitted. The initial proposed trash enclosure area and proposed kitchen bump out would be removed. On the southeast corner of the house, the Applicants propose to convert the existing living space to a new outdoor space which would decrease the overall living area of the home and would not increase the footprint. The Applicants also propose to convert the existing garage space into additional living space. Where the garage doors were originally, the Applicants propose to add an outdoor grill space. The footprint would not be increased on this side of the home. The largest change relating to the updated plans involve a new attached garage. The garage would be approximately 24'x40' and would be connected to the house with a 30' hallway. The proposed garage would have a cutout for trash bin storage. Lastly, the Applicants propose 23 wall mounted sconces and 14 flush mounted light fixtures. All proposed fixtures are compliant with Section 5.24 (Outdoor Lighting).

Motion (Benz/Carroll) to recommend to the Village Board approval of the proposed modifications to a previously approved plan at 5219 N State Road 83 (Tax Key No. CHQV 0417.992.007). Motion carried.

Review and consider action on a Certified Survey Map to combine parcels on Road L as requested by Groskopf Construction on behalf of Richard and Gretchen Lindlau, 148 Arnold Court, Dousman, WI 53118; Tax Key Nos: MRTT0364-047 and MRTT0364-046, Town of Merton, Waukesha County, Wisconsin per Village Code 6.18(16) Extraterritorial Jurisdiction.

Motion (Kriva/Enters) to approve the extraterritorial Certified Survey Map submitted by Groskopf Construction on behalf of Richard and Gretchen Lindlau. Motion carried

Summary of Impervious Surface requirements in Waukesha, Columbia and Walworth Counties.

Mr. Lincoln advised that during the December Plan Commission and Village Board meeting there was a preliminary discussion on implementing an ordinance that would restrict total impervious surfaces allowed on a property. Mr. Lincoln prepared a short summary of impervious surface regulations that are currently being enforced in three Wisconsin counties, Columbia, Waukesha and Walworth. Regulations and guidelines in these three counties are largely alike. Work sheets from each county were provided.

In summary, all three counties regulate any riparian parcel or any non-riparian parcel within 300' of the ordinary high-water mark of a navigable waterway. All have a base standard or a maximum impervious surface on residential lots of 15% or up to 30% in higher/denser populated residential lots. Two options are given for exceeding impervious surfaces beyond 15%: (1) The homeowner can treat the impervious surface (directing stormwater into an engineered system like a bioswale, rain garden, infiltration basin or discharge into internal low pervious areas on the property. (2) For properties where this is not an option, property owners can exceed the base standard by increasing their impervious surface by applying for a mitigation plan. This would be done on a point system. Impervious Surface is defined the same by all three counties which is structures, driveways, sidewalks, compacted gravel unless its specifically designed to be impervious, retaining walls and decks. All three counties allow

you to maintain and repair existing impervious surfaces or replace impervious surfaces within the existing footprint. They also allow you to modify or relocate impervious surfaces elsewhere on the property as long as the homeowners are not increasing the total impervious surface beyond what existed at the ordinance's effective date.

Mr. Lincoln did some impervious surface measurements on existing lake properties; 12 recent major reconstruction/remodel/new constructions, and then 12 more traditional lake properties. For the new constructions/remodels there was a wide range of impervious surfaces with a spread of 9-30%; most were between 20-30% impervious surface. For the more traditional lake properties, 1-3-acres, and that did not have major projects in a while, the impervious surface was significantly lower with the exception of a few outliers of small, non-confirming lots with 15-20% impervious surface. Some property owners were significantly penalized because a portion of the shared road or driveway went through their property. Of the 24 properties, two exceeded 30%. The highest impervious surface was about 40% which was on a very small lot.

Motion (Kriva/Surles) to recommend to the Village Board to start capturing data to measure impervious surfaces at submittals of plans on remodels and new construction as part of the approval process. *Motion carried*

Discussion on proposed revisions to Section 4.15 Pier and Wharf Regulations and Pierhead Line – Pine Lake.

Attorney Kesner advised that in 2024 the Board created some new pier and wharf regulations. There was lack of desirability when establishing a pierhead line which is the length a pier could be under the new regulations. It was written as 80' from the ordinary high-water mark. That created difficulty because in some places 80' out my get you into 2' of water and in some places, it might get you into 30' of water. A request was made to change the language, and the proposed draft is for consideration. The new change provides that you can go out to 80' with a restriction that if you go to a 3' depth that might be less than 80', you can go beyond 3' as long as you can go to the distance you need to moor a boat or put a boat lift in. This change adds that limitation of 3' or to mooring depth as a shorter length which you can go out. The previous ordinance was never approved by the DNR, so it never became effective. If the Village Board approves this change in language, it will be sent to the DNR for approval.

Adjournment

Motion (Benz/Kriva) to adjourn at 6:41 p.m. *Motion carried*.

Respectfully submitted by:

Pamela Ann Little
Village Clerk

Approved and Ordered Posted by:

Jo Ann F. Villavicencio
Chairperson

Village of Chenequa
ORDINANCE NO. 2026-02-09-01

**AN ORDINANCE AMENDING SECTION 5.22 OF THE VILLAGE OF
CHENEQUA MUNICIPAL CODE REGARDING FEES FOR NEW KEY BOXES**

WHEREAS, in the interest of public health, safety, or welfare, the Village of Chenequa has the authority to enact ordinances related to the use and operation of uniform Village-approved and accessible Key Boxes at structures having an automatic fire or burglar alarm system within the Village; and

WHEREAS, the Village Board has determined that the cost of installation of such Key Boxes at applicable structures within the Village should be borne by the individual owners of the properties in question; and

WHEREAS, in order to maintain effectiveness of the Key Box program, such boxes shall be supplied by the Village to property owners at the same cost at which the Village obtains such boxes from its supplier, without markup;

NOW, THEREFORE, the Board of Trustees of the Village of Chenequa, Waukesha County, Wisconsin, does hereby ordain as follows:

Section 1. Section 5.22(1) of the Village of Chenequa Code is hereby amended to read in its entirety as follows:

(1) KEY BOX REQUIRED. All public structures in the Village and all other structures having an automatic fire or burglar alarm system shall be equipped with a key box system. In addition, all driveway entrances with locking gates shall be equipped with a key box system. The key box system shall be of a type approved by the Village Police Department. The key box shall contain a key to permit access to the structure or driveway entrance by members of the Village Police or Village Fire Departments in an emergency. The key box shall be installed in a conspicuous location approved by the Village Police Department. Key boxes shall be obtained from the Village for a fee, as to be established from time to time by the Village Administrator, based upon the actual current cost of obtaining such key boxes for use at qualifying structures within the Village.

Section 2. Effective Date. Upon adoption, this Ordinance shall take effect the day after publication or posting.

[SIGNATURES ON FOLLOWING PAGE]

Adopted this 9th day of February, 2026.

VILLAGE OF CHENEQUA

By: _____
Jo Ann Villavicencio
Village President

ATTEST:

Pamela Ann Little
Village Clerk – Treasurer

Date Adopted: February 9, 2026

Date Published: February 10, 2026

Village of Chenequa
ORDINANCE NO. 2026-02-09-01

**AN ORDINANCE CREATING SECTION 4.16 OF THE VILLAGE OF CHENEQUA
MUNICIPAL CODE TO RESTRICT THE USE OF AERATORS ON PORTIONS OF
BEAVER LAKE AND NORTH LAKE**

WHEREAS, in the interest of public health, safety, or welfare, the Village of Chenequa has the authority to enact ordinances related to the use and operation of Aerators on certain inland lakes;

WHEREAS, the frozen surface of the lakes within the Village of Chenequa is frequently enjoyed by snowmobilers, UTV/ATV riders, cross-country skiers, snowshoers, and other outdoor and recreational enthusiasts;

WHEREAS, the use of Aerators on the lakes to dissipate or block ice from forming on the lakes may present a public health, safety and welfare issue for people utilizing the frozen surfaces of the lake;

WHEREAS, the Town of Merton has recently enacted an ordinance prohibiting Aerators on lake surfaces within its jurisdiction, which applies to portions of North Lake and Beaver Lake, the remainder of which lakes are located within the boundary of the Village of Chenequa;

WHEREAS, it is the intent of these regulations to provide for the safe and healthful use of those portions of the inland lakes located partly in the Village of Chenequa and partly within the boundary of the Town of Merton, in order to prevent confusion on said lakes by users who may be uncertain of their location within a particular municipality's boundary, and relying upon the Town of Merton ban, might unexpectedly come across a location within the Village of Chenequa which has an Aerator in operation, thus creating an unexpected danger;

WHEREAS, the Village Board has determined that it is necessary to regulate the use of Aerators upon certain inland waters within the Village of Chenequa, as described above, to protect the health and welfare of the Village of Chenequa, its citizens, and those who use and enjoy inland waters within the Village of Chenequa, pursuant to the grant of authority under the police power;

WHEREAS, the Village of Chenequa does hereby adopt the following restrictions on the use or operation of Aerators on those portions of North Lake and Beaver Lake within the boundary of in the Village of Chenequa;

NOW, THEREFORE, the Board of Trustees of the Village of Chenequa, Waukesha County, Wisconsin, does hereby ordain as follows:

Section 1. Section 4.16 of the Village of Chenequa Code is hereby created to read as follows:

4.16 Use of Aerators on North Lake and Beaver Lake.

- A.** The purpose of this chapter is to protect the public health, safety and welfare from the potential adverse effects which may arise from the use of Aerators on some inland lakes in the Village of Chenequa, and the harmful potential of applying different regulations across the surface of those lakes which overlap into the jurisdiction of the Town of Merton, which presently prohibits the use of Aerators on all lakes and rivers. The Village of Chenequa Board recognizes and concludes that the proper and safe use of those portions of North Lake and Beaver Lake within the boundary of in the Village of Chenequa is desirable to maintain the physical, ecological, cultural and aesthetic characteristics of such lakes, their shorelines and the rights of riparian owners and users as well as the Village as a whole, and to promote the public health, safety and welfare of all persons making use of lakes within the Village of Chenequa. Accordingly, it is the intent and purpose of the Village Board to adopt reasonable regulations regarding the use of Aerators on those portions of North Lake and Beaver Lake within the boundary of in the Village of Chenequa.
- B.** Scope and Application. The terms and provisions of this chapter shall be interpreted and applied as minimum standards and requirements for the promotion and protection of the public health, safety, and welfare and preservation of natural resources and public and private property within the Village of Chenequa.
- C.** “Aerator” means any device or equipment used on lakes which affects the water's surface by supplying or inducing air into water to prevent or inhibit the natural formation of ice on the water's surface.
- D.** Aeration Safety Regulations. Aerators that prevent the natural formation of ice to occur must be removed from those portions of North Lake and Beaver Lake within the boundary of in the Village of Chenequa prior to November 15th of any given year and may not be reinstalled until April 15th or later of any given year.
- E.** Penalties and Enforcement.
 - 1. General Penalty. Except as otherwise provided, any person who shall violate this chapter shall upon conviction thereof forfeit not less than \$100.00 nor more than \$250.00 together with the costs of prosecution.
 - 2. Continuing Violations. Each violation and each day a violation continues shall constitute a separate offense and shall be punishable as such.

Violation of this chapter shall be deemed a nuisance, irrespective of how that term is defined elsewhere in this code. Nothing in this chapter shall preclude the Village from taking any appropriate action, including seeking injunctive relief from a court of competent jurisdiction to prevent or remove a violation of any provision of this chapter.

Section 3. Severability. Should any portion of this Ordinance or the affected Code Section(s) be declared unconstitutional or invalid by a court of competent jurisdiction, the remainder shall not be affected.

Section 4. Effective Date. Upon adoption, this Ordinance shall take effect the day after publication or posting.

Adopted this 9th day of February, 2026.

VILLAGE OF CHENEQUA

By: _____

Jo Ann Villavicencio
Village President

ATTEST:

Pamela Ann Little
Village Clerk – Treasurer

Date Adopted:

Date Published:

Effective Date: