



Plan Commission/ Architectural Review Board Meeting  
Thursday, February 22, 2024  
5:30p.m.

LOCATION OF MEETING: 96 RUSSELL DRIVE

## Meeting Minutes

- 1. Call to Order, Roll Call:** Chairman San Felippo called the meeting to order at 5:36 pm. Commission members present included Steven Masslich, Mike San Felippo, Jeff Schultz, John Schluechtermann, and Peter Lederer. Village employees present included Building Inspector Roger Kison and Clerk/Treasurer Stephanie Waala. For additional attendees see attached sign in sheet.
- 2. Discussion and Possible Action to approve the February 5, 2024, meeting minutes.**

Member Masslich made a motion to approve as submitted, motion was seconded by Member Schultz. Motion carried 5-0.
- 3. Discussion and Possible Recommendation to approve a residential addition at 41 E Shore Dr.**

Homeowner Craig Sternke informed the board that all items are to match the existing.

Member Masslich made a motion to approve as submitted, motion was seconded by Member Schultz. Motion carried 5-0.
- 4. Discussion and Possible Recommendation to approve a new two-family residence at 515/517 Raybern Ct.**

Chairman San Felippo informed the board that the plans are similar to ones already currently built within the subdivision.

Member Schluechtermann requested further clarification on if it has heavier texture shingles as it does not show on the plans. Without that clarification they would not meet the four-point requirement. Contractor Rich Line informed the board that they have heavier texture.

Member Schluechtermann made a motion to approve as submitted with the stipulation it uses heavy dimensional shingles, motion was seconded by Member Schultz. Motion carried 5-0.
- 5. Discussion and Possible Recommendation to approve a new two-family residence at 540/542 Raybern Ct.**

Member Schluechtermann made a motion to approve as submitted with the stipulation it uses heavy dimensional shingles, motion was seconded by Member Schultz. Motion carried 5-0.

## **6. Discussion and Possible Recommendation to approve a new single-family residence at Lot 7 E Shore Dr.**

Chairman San Felippo informed the board that he had previously spoken to the property owner about location of the home on the lot. Contractor Joe Herther informed the board that with the angle of the lot it was tweaked to fit on the lot.

Member Schultz made a motion to approve as submitted, motion was seconded by Member Masslich. Motion carried 5-0.

## **7. Discussion related to Village Zoning Ordinances.**

Chairman San Felippo inquired that in Section 38-69(4) has anyone reviewed this section as the bay windows don't get used so can it be replaced with something else. Member Schluechtermann informed the board that he has reviewed other municipal ordinances, and they don't have this list, but would like to keep it though. Inspector Kison informed the board that some municipalities have some minor checklists, but not as extensive as Random Lakes. Currently he is creating one for the Town of Port Washington for commercial and feels it is a good concept.

Member Schluechtermann inquired as to we don't have a point for multiple roof lines, as credit is only given to garages if the offset is in the rear so could we potentially ass on for a front offset. Chairman San Felippo suggested taking out the bay window and replacing it with "multi directional front facing roof lines". Reminded to also change this in each section for all types of zoning.

Chairman San Felippo inquired as to if apartment buildings with apartments in the basement, are they required to have egress windows. Inspector Kison informed the board that yes, but it varies with distances to exits so it would be a case by case. Also depends upon the age of the home and when it was built.

Chairman San Felippo inquired as to with fencing should they not be allowed in the side yard. Corner lots have a defined front yard to allow the, Currently written both front facing public roads are considered front yards. Member Schluechtermann suggested the setback be increased on the roadside to four feet instead of two.

Member Schluechtermann inquired that in Section 38-46€ related to fencing around swimming pools, this should be reviewed. Clerk Waala informed that board that she believes that fences around pools are a requirement of the state. Chairman San Felippo suggested this be looked into more.

Member Schluechtermann presented to the board a new section he would like to propose related to storage containers. Currently if someone wanted to bring in a moving pod they would not be allowed. This new proposed section would allow them to have storage containers temporarily but after obtaining a permit. Member Masslich inquired as to would this be similar to dumpsters and what is considered temporary.

Potentially add that wording in the section as well. Chairman San Felippo inquired as could the village potentially start requiring dumpsters to be enclosed as well. Director Lederer informed the board that if they do then they must ensure that the dumpster enclosures are not in the right of way.

Member Schultz handed out his summary of findings related to 314 residential lots that aren't compliant due to lot sizes and front setbacks. Additionally, 181 residential lots are possibly non-conforming.

**8. Adjourned at 6:25 pm.**

*Items on the Agenda may be taken out of order as listed. Created by Stephanie Waala on 02/23/2024.*

*WI Open Meeting Law (Wis. Stat. 19.83(2) and 19.84(2)) In general, the open meetings law grants citizens the right to attend and observe open session meetings of governmental bodies but does not require a governmental body to allow members of the public to speak or actively participate in the body's meeting. A governmental body is free to determine for itself whether and to what extent it will allow citizen participation at its meetings.*