AGENDA
Village of Chenequa
Monday, February 11, 2019 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, February 11, 2019, at the Village Hall, 31275 W County Road K, Chenequa. Legal requirements have been met. 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) Chairman’s Report

3) Approval of minutes from the Plan Commission meeting held on January 14, 2019

4) Review and consider revisions for a garage addition submitted by David & Michelle Varhol of 4940 N Maple Lane

5) Building Inspector’s Report

6) Administrator’s Report

7) Village Attorney’s Report

8) Adjournment

Respectfully submitted by:
Pamela Ann Little, Village Clerk

It is possible that members of and possibly a quorum of members of the Village Board may be in attendance at the above-stated meeting to gather information. No action will be taken by the Village Board at the above-stated meeting other than the governmental body specifically referred to above in this notice.

Request 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.

NOTICE OF POSTING TO VILLAGE HALL BULLETIN & WEBSITE
Village Clerk posted this agenda on Wednesday, February 6, 2019 @ 5:00 PM

Phone 262-367-2239  •  www.chenequa.org
The regular monthly meeting of the Plan Commission for the Village of Chenequa was held on Monday, January 14, 2019. The Plan Commission convened at 6:00 p.m. at the Village Hall, 31275 W County Road K, Chenequa, Wisconsin. The following Members were in attendance:

Mr. Keidl / Chairperson – present
Mr. Bellin / Member – present
Ms. Surles / Member – present
Mr. Grunke / Member - present
Mr. Pranke / Member – absent
Mr. Gallagher / Member – present
Mr. Enters / Member – present
Mr. Gartner / Village Attorney – present
Mr. Douglas / Administrator-Police Chief – present
Ms. Little / Village Clerk – present

Call to Order
Pledge of Allegiance

Public in Attendance
Jason Luther, Jo Ann Villavicencio, Captain Dan Neumer, Dave Myers, Cody Lincoln, Gary and Patti Meerschaert

Public Comment
None

Chairman’s Report
None

Approval of minutes from the Plan Commission meeting held on December 10, 2018
Motion (Bellin/Grunke) to approve the minutes from the Plan Commission Board meeting held on December 10, 2018. Motion carried

Review and consider action on a Certified Survey Map submitted by Candace Dingmann on behalf of the Walig-Howard Trust of W332 N6287 County Road C, being a Part of the Northwest 1/4 of the Northeast 1/4 of Section 30, Township 8 North, Range 18 East, in the Town of Merton, Waukesha County per Village Code 6.18(16) Extraterritorial Jurisdiction
Administrator Douglas presented the application submitted by Ms. Dingmann on behalf of the Walig-Howard Trust. This is a merging of two lots on the west side of CTH C off of Okauchee Lake. The Town of Merton and Waukesha County have reviewed and approved the CSM. Final approval was recommended.
Motion (Bellin/Grunke) to recommend to the Village Board final approval of the Certified Survey Map submitted by Candace Dingmann on behalf of the Walig-Howard Trust. *Motion carried*

**Review and consider revisions to Village Code Section 6.3(2) Definition of Accessory Structure as it relates to showers and bathroom facilities; and Section 6.7(4)(f) Modifications to Legal Nonconforming Structures – Modification during its lifetime by an amount not to exceed a thirty (30) percent increase in either footprint or living area, whichever is less**

Attorney Gartner recapped what has been discussed and proposed to date. The definitions have stayed the same. The most significant change is the concept of allowing greater expansion of non-conforming structures. This primarily provides one additional option for some property owners with non-conforming structures. Procedures for the public hearing and approval process were then reviewed. This matter will be scheduled for approval by the Plan Commission and Village Board after a public hearing that will be set in February.

**Building Inspector’s Report**

Gary Meerschaert introduced himself as the interim building inspector until a permanent inspector has been retained.

**Administrator’s Report**

No report

**Village Attorney’s Report**

No report

**Adjournment**

Motion (Gallagher/Surles) to adjourn the meeting of Plan Commission at 6:05 p.m. *Motion carried*

Respectfully submitted by:  

Pamela Ann Little  
Village Clerk

Approved and Ordered Posted by:  

Helmut Keidl  
Chairperson
Date: September 27, 2018  
Meeting Date & Time: Monday, October 8th at 6:00 P.M.

To: Plan Commission, Village of Chenequa

From: Planning Department

Subject: Site Plan Review

Builder: Ascent LLC

Owner: David and Michelle Varhol

Location: 4940 N. Maple Ln.

Project Description: Detached Accessory Structure

Zoning District: Residential Lot – Abutting a Lake

<table>
<thead>
<tr>
<th>REQUIRED RES. DISTRICT</th>
<th>PROPOSED DET. STRUCTURE</th>
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</thead>
<tbody>
<tr>
<td>LOT AREA:</td>
<td>4.5 acres</td>
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<tr>
<td>LOT WIDTH: AVERAGE</td>
<td>150 L.F. min.</td>
</tr>
<tr>
<td>YARD SETBACKS: Lake (East)</td>
<td>75 ft. min.</td>
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<tr>
<td>Side (North)</td>
<td>15 ft. min.</td>
</tr>
<tr>
<td>Side (South)</td>
<td>15 ft. min.</td>
</tr>
<tr>
<td>Rear (West)</td>
<td>25 ft. min.</td>
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<tr>
<td>BUILDING HEIGHT:</td>
<td>35 ft. max</td>
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COMMENTS:

1. This is a legal non-conforming lot in that it does not meet the minimum lot width of one hundred fifty (150) feet per Sec. 6.5(5)(b) nor does it meet the lot area minimum of four and a half (4 ½) acres per Sec. 6.6(1).

2. The existing dwelling is a legal, non-conforming structure in that it does not meet the setback requirement to the North property line of fourteen and half (14 ½) feet per Sec. 6.5(4)(c)(i). The current North setback is ten (10) feet. As this is a non-conforming structure it is not permitted to be modified during its lifetime by an amount not to exceed thirty (30) percent in footprint or living area per Sec. 6.7(4)(i). This amount was met
during the permitted addition in 2002.

3. The applicant proposes to add a detached structure with a proposed one (1) inch separation to the existing dwelling. The Village of Chenequa does not currently have a structure line separation between buildings on one lot. Plan Commission needs to approve or deny the proposed one (1) inch separation. The proposed separation must be maintained for the lifetime of the structures or as long as the provisions of Sec. 6.7(4)(i) apply.

4. The applicant proposes a shower on the second floor. The definition of “accessory Structure” in Sec. 6.3(2) does not specifically deny or approve the addition of a shower in an accessory structure. Plan Commission shall approve or deny the proposed use.

5. The applicant will be required to submit a recertification of north building setback from a licensed land surveyor or landscape architect.

6. The proposed project meets all other requirements of the Village of Chenequa Zoning.

7. Exterior material specifications have been provided and needs approval from the Plan Commission.

8. An exterior light option has been submitted. This needs to be approved by the Plan Commission.

9. The owner is required to sign the Village of Chenequa Accessory Structures Acknowledgement form.

10. A building permit is required from the Building Inspector prior to start of construction.

c: Bob Douglas, Administrator
    Pamela Little, Clerk
    Ascent LLC, Builder
    David and Michelle Varhol, Applicant
    Jacob Lipke, SAFEbuilt