

**VILLAGE OF FONTANA ON GENEVA LAKE  
WALWORTH COUNTY, WISCONSIN**  
(Preliminary Minutes)

Monthly Meeting of the VILLAGE OF FONTANA PLAN COMMISSION  
**Monday, July 27, 2020**

Chairman FJ Frazier called the monthly meeting of the Plan Commission to order at 5:34 pm.

**Plan Commissioners present:** Roll call: Bob Ahern, FJ Frazier, Trustee Petersen, Sarah Lobdell

**Plan Commissioners absent:** Robert Grant, Bob Kirkland, Trustee Prudden

**Also Present:** Barb Anderson, Scott Anderson, Kevin Day, Theresa Loomer, John Nelson, Bonnie Schaeffer, Doug Wheaton

**Visitors Heard**

None

**Approve Minutes June 29, 2020**

The minutes from the June 29, 2020 meetings were distributed.

Trustee Petersen/Commissioner Lobdell 2nd made a MOTION to approve the minutes from the June 29, 2020 meeting, and the MOTION carried without negative vote.

**Public Hearings**

**Conditional Use Permit Application Filed by Scott and Barb Anderson for Second Driveway at 851 Sauganash Drive**

The public hearing was opened at 5:35 pm. Zoning Administrator Bonnie Schaeffer explained the applicant intends to build a new home and desires two access points on the same street frontage which requires a conditional use permit. Builder John Nelson from Victory Homes distributed three pictures of the site and stated one of their goals with the driveway is to preserve two existing oak trees. Public Works Director Kevin Day stated his recommendation, which was included in the staff report, is to require a culvert due to the water that passes through the site. The applicants agreed to the staff conditions as presented. An initial motion was made to approve the application subject to staff conditions, but the motion was amended after further concern was expressed about stormwater management on the site. Trustee Petersen asked about the parallel lines on the survey and about the allowable impervious surface from the driveway. Attorney Thorpe reminded the plan commissioner members that due to the 2017 legislation and recent ordinance amendment, if the plan commission chooses to deny the application, they must specifically state their reasons for denial as laid out in the ordinance.

**General Business**

**Plan Commission Recommendation on Conditional Use Permit Application Filed by Scott and Barb Anderson for Second Driveway at 851 Sauganash Drive**

Trustee Petersen/Commissioner Lobdell made a MOTION to approve the conditional use permit application filed by Scott and Barb Anderson for a second driveway at 851 Sauganash Drive, as submitted, subject to full compliance with the Village's erosion control and stormwater management ordinance and the following staff conditions:

1. Police Chief Cates stated that he has no concerns regarding this U shaped/dual entrance driveway. He feels that because of curve and pitch of the roadway, the U shaped/dual entrance driveway allows those who are exiting from this property a safer method of accessing the roadway.
2. The proposed access shall be located a minimum twenty-five feet (25') from the existing access drive.

3. The proposed drive (pavement) shall be located a minimum of three feet (3') from the adjacent property line.
4. The proposed access drive shall be a minimum ten feet (10') wide.
5. The proposed access drive curb opening shall not exceed a maximum twenty-four feet (24') wide as measured at the right-of-way line.
6. The proposed access approach shall be paved to the satisfaction of the Village of Fontana.
7. Public Works Director Kevin Day recommends the property owner install culverts to prevent flooding of the area. If the property owner chooses not to install culverts, Day recommends the property owner be required to sign a hold harmless agreement with the Village.
8. All outstanding cost recovery fees billed to date applicable to this project shall be paid prior to the issuance of any building & zoning permits. This condition does not alleviate the applicant from any cost recovery fees not yet billed.
9. An as-built survey shall be required depicting the proposed second access drive and all required distances. If found to be noncompliant to this approval, it is the responsibility of the applicant to bring it into compliance.

The MOTION carried without negative vote.

**Ordinance Amendments for Chapter 18 Article XII Signage Standards – Set Public Hearing**  
Commissioner Lobdell/Commissioner Frazier 2<sup>nd</sup> made a MOTION to set a public hearing to amend Chapter 18 Article XII Signage Standards for the next available meeting date, and the MOTION carried without negative vote.

**Adjournment Plan Commission**

Trustee Petersen/Commissioner Ahern 2<sup>nd</sup> made a MOTION to adjourn the Plan Commission meeting at 5:49 pm, and the MOTION carried without negative vote.

Minutes prepared by: Theresa Loomer, Village Administrator/Clerk

Note: These minutes are subject to further editing. Once approved by the Plan Commission and Joint ETZ Committee, the official minutes will be on file at the Village Hall.

APPROVED: