

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

VIRTUAL MONTHLY MEETING of the VILLAGE OF FONTANA PLAN COMMISSION  
**Monday, February 22, 2021**

Trustee Petersen called the virtual meeting of the Plan Commission to order at 5:30 pm.

**Plan Commissioners present by phone:** Trustee Prudden, Cindy Wilson, Sarah Lobdell, Bob Ahern, Bob Kirkland, Trustee Petersen

**Plan Commissioners absent:** George Spadoni

**Also Present:** Craig Henninger, Sarah Henninger, Kevin Day, Christina Green, President Kenny, Theresa Loomer, Rick Pappas, Mike Puttrich, Tara Ramljak, Bonnie Schaeffer, Mike Slavney, Stephanie Smith, Dale Thorpe

**Visitors Heard**

None

**Approve Minutes**

**January 25, 2021**

The minutes from January 25, 2021 meeting were distributed.

Commissioner Lobdell/Commissioner Ahern 2<sup>nd</sup> made a MOTION to approve the minutes from the January 25, 2021 meeting, and the MOTION carried without negative vote.

**Plan Commission Business**

**Consider Adopting a Policy for Comprehensive Plan Amendments**

Village Planner Mike Slavney stated that on page ten of the meeting packet there is a staff memo dated January 21, 2021 and, in the memo, Slavney presents different alternatives on how the Village can accommodate requests for amendments to the Comprehensive Plan. Slavney stated some communities that receive requests on a rare basis handle them as they occur and other communities that receive requests on a regular basis have an annual amendment cycle. Slavney explained with an annual cycle the applicant can have to wait up to one year. The Village currently handles requests as they occur and mentioned at the Plan Commission Staff meeting it would be a good idea to make the Plan Commission aware there are other alternatives on how to handle comprehensive plan amendment requests. Attorney Dale Thorpe stated that currently all unincorporated municipalities are on the county plan which handles requests once per year. Slavney stated his recommendation would be to go with an annual cycle that starts in May/June and concludes before Thanksgiving and election time. Slavney explained this change does not require an ordinance and can be a policy that the Plan Commission adopts. Attorney Dale Thorpe asked if this could be in the form of a resolution that can be voted on by the Plan Commission. Trustee Prudden asked if there was any downside to not adopting a policy for Comprehensive Plan Amendments. Slavney stated the downside would be that applicants have to wait nine to eleven months until their issue is resolved.

Commissioner Lobdell/Commissioner Wilson 2<sup>nd</sup> made a MOTION to adopt a policy for Comprehensive Plan Amendments, and the MOTION carried without negative vote.

**Update on Comprehensive Plan Amendment, Planned Development Amendment and Rezone Applications filed by CALC Holdings LLC for Construction of Townhomes at 132 and 144 W. Main Street**

Loomer explained the Village Board denied the request to set a public hearing at the February 1, 2021 meeting and the applicant has since withdrawn the rezone and planned development amendment applications.

**Consider Utility Easement for the property located at 637 Cherry Drive**

Attorney Thorpe stated a public sewer main was found at the property with no easement. The Village code states if a village utility is found without the proper easement, an easement must be recorded before a building permit is issued. Thorpe stated approval of the easement requires a non-binding recommendation to the Village Board.

Trustee Prudden/Commissioner Lobdell 2<sup>nd</sup> made a MOTION to recommend Village Board approval of the Utility Easement for the property located at 637 Cherry Drive, and the MOTION carried without negative vote.

**Amended Conditional Use Permit Application filed on January 29, 2021 by Michael Lucero on behalf of Abbey Resort Condominium Association for an employee housing building at 269 Fontana Boulevard – Set Public Hearing**

Loomer stated the application was on the agenda tonight to be set for public hearing and this afternoon the Village received a request from the applicant asking to withdraw their application. No further action is necessary.

**Adjournment Plan Commission**

Trustee Prudden/Commissioner Ahern 2<sup>nd</sup> made a MOTION to adjourn the Plan Commission meeting at 5:42 pm, and the MOTION carried without negative vote.

Minutes prepared by: Stephanie Smith, Deputy Clerk/Treasurer

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

APPROVED: 03/29/2021