



VILLAGE OF TWIN LAKES

105 East Main Street P O Box 1024 Twin Lakes, Wisconsin 53181

Phone (262) 877-2858 Fax (262) 877-4019

AGENDA

PLAN COMMISSION MEETING

Wednesday, July 26th, 2023 at 6:30pm

VILLAGE HALL

1. Call to order
2. Pledge of Allegiance
3. Roll Call
4. Conceptual Plan Review for proposed land division, rezoning, and site plan on Main St. West of Badger Ave., Parcel #85-4-119-213-1212.
5. Adjourn

Roll Call:

Destree, Todd

Busse, Bill

Karow, Aaron

Perl, Ken

Richter, Bran

Smith, Carl

Skinner, Howard- Chair

LEGAL DISCLAIMER: THE BOARD MAY AT ANY TIME MAKE A MOTION TO GO INTO CLOSED SESSION PURSUANT TO SEC. 19.85(1)(A) AND 19.85(1)(G), WIS. STAT., DELIBERATING CONCERNING A CASE SUBJECT TO A QUASI-JUDICIAL HEARING BEFORE THIS GOVERNMENTAL BODY; AND, CONFERRING WITH LEGAL COUNSEL REGARDING STRATEGY AS TO LIKELY LITIGATION.

NOTICE IS HEREBY GIVEN THAT A MAJORITY OF THE VILLAGE BOARD AND/OR LAKE PROTECTION AND REHABILITATION DISTRICT BOARD OF COMMISSIONERS OR OTHER RELATED GOVERNMENTAL BODIES MAY BE PRESENT AT THIS MEETING TO GATHER INFORMATION ABOUT A SUBJECT OVER WHICH THEY HAVE DECISION MAKING RESPONSIBILITY. NO ACTION WILL BE TAKEN BY ANY GOVERNMENTAL BODY AT THIS MEETING OTHER THAN THE GOVERNMENTAL BODIES SPECIFICALLY REFERRED TO IN THIS INSTANT NOTICE. THIS CONSTITUTES A MEETING OF THE VILLAGE BOARD PURSUANT TO STAT EX REL BADKE VS. GREENDALE VILLAGE BOARD, 173 WIS 2D 553, 494 NW 2D 408 (1993), AND MUST BE NOTICED AS SUCH.

Next Steps:

Before submitting materials to the Plan Commission/Design Review Board, please follow the steps below:

- 1.) You may schedule a meeting with the Building Inspector to review your proposed project plans: 262.877.3700 Tuesdays and Thursdays, 12:30pm-2:00pm.
- 2.) Submit required plans and monies 30 days prior to the next scheduled Plan Commission/Design Review meeting. Plan Commission/Design Review meets the fourth Wednesday of each month at 6:30PM at the Village Hall, 108 E. Main Street, unless rescheduling is needed due to availability. All required paperwork must be submitted before the project will be placed on the agenda.

Next Plan Commission Date: _____

- 3.) Submit 19 copies of the plans. Anything larger than letter-sized paper will need to be folded for mailing purposes.
-

Plan Commission / Design Review Checklist

The design review plan must include the following information. For more detailed specifications for the different aspects of your project, it is important that you review 17.42.040 of the Village Code available at www.villageofwinlakes.net/documents/village-code/

- Drawing of the site plan and/or survey. Must be drawn to a recognized engineering scale, with graphic scale and north arrow
- Name, address, e-mail, and telephone number of the developer, engineer, or architect
- Environmental features of the property
- Artist renderings of structures, signs, elevations of all 4 sides, and photos
- Floor plans
- Examples of possible building materials
- Location of utilities, gas meter, electric transformer, HVAC equipment, dumpsters, etc.
- Landscaping
- Fire protection
- Storage and screening of garbage and refuse
- Snow removal areas and procedures
- Sign rendering including the following:
 - Height
 - Location
 - Light wattage
 - Illumination
- Proposed techniques for on-site stormwater retention / detention
- Parking lot layout
- The type, size, and location of existing and proposed buildings and their uses
- Written and signed statement by the legal owner authorizing the agent to act on their behalf
- Any other information helpful in reviewing the Design Review Plan

Are you requesting zoning changes? ** Yes X No _____

If yes, fill in the fields immediately below:

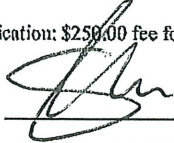
Current Zoning: RES and COM Proposed Zoning: TBD

** Zoning change requests are \$325

Village staff may determine that an escrow account is to be set up with the Village Treasurer to cover attorney/engineer and/or Village Planner fees. Applicant/petitioner is hereby duly advised that the engineer and/or attorney or any professional assistance as deemed necessary by the Village of Twin Lakes may be employed for this project, issue, or matter. Escrow money required from the applicant will be put into an account for use in the payment of any professional fees and any balance will be returned within 45 days after the matter is completed.

To accompany this application: \$250.00 fee for Plan Commission/Design Review appearance, additional fees and escrow money as noted below, and all completed paperwork.

Owner's Signature: _____



Applicant/Petitioner's Signature: _____

SR Mills

Date: May 22, 2023

Required Fees

Plan Commission/Design Review Appearance Fee (Village Code 3.06.010 (D), 1 & 2):

\$ 250

Zoning Change Request Fee: \$325 if applicable (Municipal Code 17.44.050 (C)):

\$ _____

Escrow, as required by Village Administrator and Building Inspector:

\$ _____

Total Amount Due:

\$ 250

Developer's Agreement Required?

Yes _____ No X

May 22, 2023

Plan Commission
Village of Twin Lakes
105 E Main St,
Twin Lakes, WI 53181

Re: Conceptual Plan Review

Dear Plan Commission:

Bear Development is pleased to submit this letter and the enclosed submittal materials as a conceptual plan review. Bear Development is acting with the authorization of the owner of the record, Redfish LLC.

Project Summary

Redfish LLC is the record owner of approximately 10.23 acres of land in the Village of Twin Lakes, specifically, parcel 85-4-119-213-1212. The property is located between West Main Street and CTH O; approximately 2,000 feet West of the Village Office. Bear Development is respectfully requesting a meeting for a plan review for the parcel to facilitate residential lots on the North end and a self-storage and outdoor parking facility in the center. A meeting was held with Bonnie Schaeffer at the Village office on April 13th, 2023. It was recommended that we meet with the plan commission for more guidance and general feedback before we proceed with the rezoning application.

Current Use

The subject parcel (approximately 10.23 acres) is actively farmed for row crops. There is an existing vacant dairy farm on the Northwestern corner of the site.

Current Comprehensive Plan Designation: Residential and Commercial

Proposed Comprehensive Plan Designation: Residential and Commercial (lot line change)

Current Zoning

The subject property is currently zoned as Residential and Commercial.

Adjacent Zoning

East: Residential and Commercial
North: Residential
West: Residential and Commercial
South: Residential South of CTH O



Phone: 262.694.2327



beardevelopment.com



4011 80th Street, Kenosha, WI 53142



Providing Creative Real Estate Solutions to Build Better Communities

Adjacent Land Use

East: Residential and commercial vacant land
North: Single-Family Residential
West: Barn Storage for Boats, Trailers, and RVs / Twin Lakes Marine
South: Single Family Residential South of CTH O

Proposed Zoning

Bear Development, LLC is respectfully requesting a plan review of the subject property for residential outlots with Self-Storage and Outdoor Parking behind (South).

Proposed Land Use

Bear Development is proposing 3 to 4 residential outlots off of West Main Street with Self-Storage and Outdoor Parking Storage South of the residential outlots. We intend to have a driveway entering the self-storage facility from CTH O.

Bear Development, LLC has retained the services of Pinnacle Engineering Group to develop the Conceptual Site Plan, which is enclosed for your review and reference and is considered a working document. Upon favorable feedback on the conceptual plan, we will apply for rezoning and advance the Concept Plan into full engineering design.

We feel the Site Plan offers a realistic land use pattern for this area of Twin Lakes considering the adjacent land uses. We seek to provide professionally managed, attractive, secure, and accessible storage solutions to the community of Twin Lakes. The Concept Plan and subsequent land divisions will create a land use pattern that is consistent and compatible with the properties in the general area.

Should you have any questions regarding this request, please do not hesitate to contact me. I can be reached at (262) 751-4592 or by email at tblatnik@beardevelopment.com.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in blue ink that reads "Todd Blatnik".

Todd Blatnik
Bear Development, LLC



Phone: 262.694.2327



beardevelopment.com



4011 80th Street, Kenosha, WI 53142



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MEMORANDUM

TO: Plan Commission
Village of Twin Lakes

FROM: GRAEF
Larry Witzling, Senior Planner & Urban Designer
Dominic Marlow, Planner & Urban Designer

DATE: July 19, 2023

SUBJECT: Conceptual Review for the proposed Land Division, Rezoning, and Site Plan on Main Street west of Badger Avenue

A. PURPOSE

Discuss and comment upon a Conceptual Plan from SR Mills (Applicant) and Redfish LLC (Owner) for a Land Division, Rezoning, and Site Plan on tax parcel #85-4-119-213-1212. This memorandum is for conceptual review only for the Plan Commission and Village Board to submit comments for consideration by the Applicant. As a result of this feedback, the Applicant may be advised to revise subsequent submittals. **This is a discussion only item; no formal decision from the Plan Commission is required.**

This conceptual review should consider the following items submitted by the Applicant:

- Conceptual Plan Review Cover Letter
- Twin Lakes SS - Concept for parcel #85-4-119-213-1212

B. BACKGROUND

The Owners & Applicants have proposed the division of one parcel into 6 lots. Lots 1-4 are proposed for residential development with frontage along Main Street. Lots 5 and 6 are proposed for a commercial self-storage development including outdoor storage of vehicles, a stormwater pond, and a future commercial development with frontage along CTH O – “Lance Drive,” respectively. The parcel is located between Main Street and CTH O, just west of the intersection of Main Street and Badger Avenue. (See Figure 1)

The property currently includes a barn and silos with a 4-acre agricultural field. The property is somewhat wooded and includes substantial topography variation.

The proposed development would take place on the following parcel:

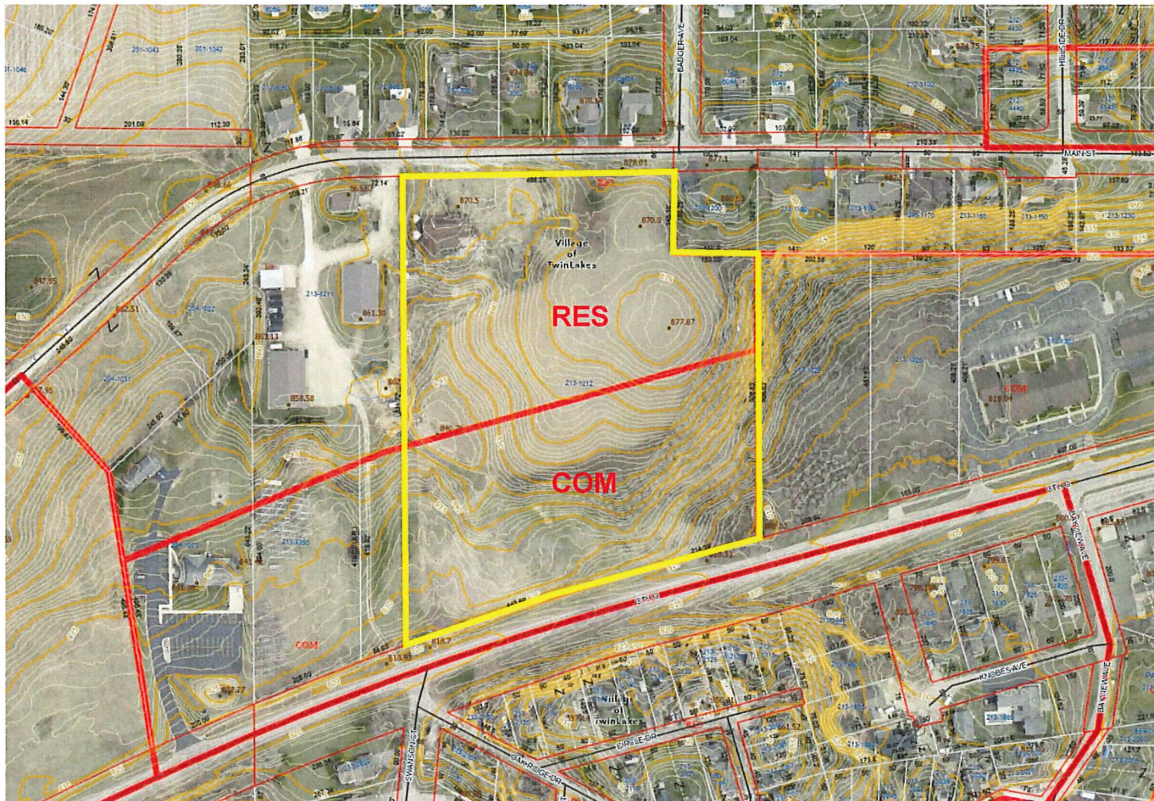
- #85-4-119-213-1212
- The parcel is zoned RES-Residential and COM-Commercial (See Figure 1)
- “Warehousing” may be allowed as a Conditional Use in the Commercial District (§17.32.015 S.)



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Figure 1: Parcel #85-4-119-213-1212:

Kenosha County Interactive GIS – yellow boundary highlights the parcel included in this proposal.



C. CONCEPTUAL PLAN REVIEW REQUIREMENTS (§16.12.030)

The conceptual plan is intended to provide the Village Building Inspector, Village Plan Commission and the Village Board with an early opportunity to review policy issues relating to the proposed development and discuss any possible adverse effects on the adjacent neighborhood and community. According to the Village's code, the conceptual plan shall include the following information. Village Planning Consultant's assessments of the required information is in **bold** following each requirement:

- Neighborhood sketch plan, if required – **Not required**
- Graphic scale and north arrow – **Included**
- Project name – **Included "Twin Lakes SS"**
- Name, address and telephone number of the developer, engineer and architect; parcel number of property and owner's name and mailing address – **Included**
- Topographic contours of two-foot intervals – **Not included**
- Lands to be dedicated or served for streets, parks, schools, or other public purposes – **None identified**
- Proposed conceptual landscaping (other than single-family residential development) – **Not included**



- Number of dwelling units per acre – **Not included, 3.33 DUA or less (1 dwelling on a 0.3 acre lot)**
- Conceptual building layouts and parking areas for all uses (other than single-family residential development) – **Included for self-storage**
- Artist's renderings of structures and facilities, floor plans, if available (not required for single-family residential development) – **Not included**
- Identification of existing and proposed zoning districts – **Included**
- Significant environmental features, including without limitation, navigable waters, wetlands, floodlands and woodlands – **Not included, Kenosha County GIS shows wetlands present. A stormwater pond is proposed. Applicant has communicated that a survey conducted identified no wetlands.**
- Public/private street layout pattern, existing and proposed; all roads to be named, existing or proposed; (no new road names to be similar to existing road names) – **None identified, driveways only**
- Lot or parcel layout, existing and proposed including areas and dimensions of each – **Included**
- Vicinity sketch showing adjacent subdivisions and boundaries of unsubdivided land – **Not included**
- Proposed techniques for handling on-site stormwater, retention/detention facilities – **Included. To be discussed in more detail and should be subject to engineering review**
- Location of existing and proposed sanitary, storm sewer and water facilities (when required) and existing and proposed utility and drainage easements – **Included. To be discussed in more detail and should be subject to engineering review.**
- Land uses, existing and proposed – **Included in “Conceptual Plan Review Cover Letter” submittal**
- Any other information which the divider or the Village Building Inspector, Plan Commission or Village Board believes will be helpful in reviewing the conceptual plan – **Village Planning Consultant is not requesting additional submittals at this time.**
 - *The Plan Commission shall determine the need for additional information based on the requirements of Concept Plans.*

D. LAND DIVISION REVIEW AND APPROVAL

Following Concept Plan Review, the Applicant may submit the proposed land division in a Preliminary Plat or CSM (depending on the number of lots) to the Village of Twin Lakes for Approval by the Plan Commission.

Future Preliminary Plat or Certified Survey Map Review will include the following:

- Plat shall be submitted at least forty (40) days prior to a Public Hearing held by the Village Plan Commission and the Village Board at which consideration is desired.
- Plat shall be reviewed for conformity with the Subdivisions Code (Title 16) including circulation, parking, easements, and open spaces and public areas. The plat will also be subject to engineering review.

The concept shared by the Applicant would require a Preliminary Plat for a Subdivision, meaning a division of a lot, tract or parcel of land into five (5) or more lots for non-agricultural purposes. See Figure 2. (§16.04.160)



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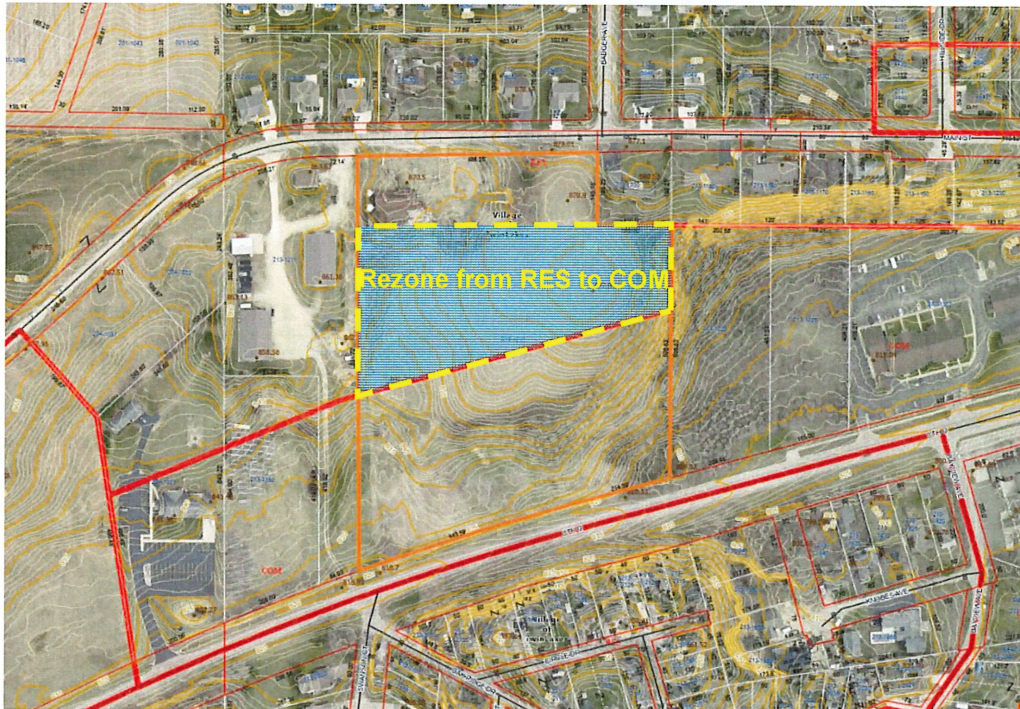
- The proposed lots conform to the dimensional requirements of the RES-Residential District (Table 1):

Table 1: Dimensional Requirements of the RES-Residential District:

Standard:	Required:	Proposed:
Minimum Lot Area	8,000 SF for Single-Family 10,000 SF for Two-Family 5,000 SF/unit for Townhouses	~13,050 SF (Lots 1-3) ~35,000 SF (Lot 4)
Minimum Lot Width	60 Ft for Single-Family and Two-Family 30Ft/unit for Townhouses	90 Ft (Lots 1-3) 233.5 Ft (Lot 4)

The Future Land Use of the Property is RN-Richmond Rd (RN: Residential Neighborhood). Single-Family, Two-Family, and Multi-Family/Senior housing is considered “Desirable” in this Future Land Use district. Commercial is considered “Allowable.” Allowable uses are considered appropriate for the area, but may require additional consideration to fit the vision for the Future Land Use designation.

Figure 3: Proposed Rezoning (Source: GRAEF markup, Kenosha County GIS)



Consideration of additional COM-Commercial zoning in the RN-Richmond Rd Residential Neighborhood Future Land Use District:

- The proposed rezoning to COM-Commercial would take place on the border of existing commercial zoning and would be consistent with the development patterns to the east. Staff is amenable to the proposed rezoning to COM-Commercial, as it is likely that continued extension of commercial development will occur along the north end of Main Street.



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- The proposed lots conform to the dimensional requirements of the COM-Commercial District (Table 2):

Table 2: Dimensional Requirements of the COM-Commercial District:

Standard:	Required:	Proposed:
Minimum Lot Size	None	Lot 5 = 7.4 acres Lot 6 = 2.2 acres <i>(The Applicant may wish to reduce the size of this lot to 2 acres to avoid the need for a future conditional use permit application, as conditional use permits are required for any development on parcels greater than 2 acres in the Commercial District.)</i>
Minimum Lot Width	None	Lot 5: ~190 Ft Lot 6: ~490 Ft
Minimum Setback	25'	Lot 5: >300 Ft Lot 6: 65'
Minimum Side Yard	10 feet where abutting the Residential District, Multiple Dwelling District, or Agricultural District.	10 Ft
Minimum Rear Yard	25 Ft	10 Ft <i>(Requires reduction/waiver from Village Board upon recommendation from Plan Commission. Applicant should strive to meet all setbacks.)</i>
Lot Coverage Ratio (LCR)	None	Lot 5: 72% Lot 6: n/a

F. PROPOSED USES AND CONCEPTUAL SITE PLAN

The Applicant is proposing the following uses:

- Warehousing (Self-Storage) – May be allowed via Conditional Use Permit
 - No staff regularly on site
- Outdoor Storage of Vehicles/Boats – May be allowed as “parking” and “boat services”
 - Requires 100% screening from Residential uses.

Application for a future Conditional Use Permit will be required for the proposed concept. The Plan Commission may require conditions to protect the surrounding community provided substantial evidence exists to support any required conditions.

The Village Plan Commission may authorize the Building Inspector to issue a Conditional Use Permit for conditional uses after review and a Public Hearing, provided that such conditional uses and structures are in accordance with the purpose and intent of the Zoning Code and are found not to be hazardous, harmful, offensive, or otherwise adverse to the environment or the value of the neighborhood or the community. In considering conditional uses, the Plan Commission may impose conditions on such use such as landscaping, type of construction, floodproofing, anchoring of structures in floodplain areas, sureties, and construction commencement and completion dates with substantial evidence supporting the conditions.



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G. FUTURE DESIGN REVIEW

The proposed development shall be subject to future design review if advanced. Design review shall consider the following (§17.42):

- Buildings, including materials and design
- Landscaping, including fencing, screening, and sidewalks
- Signs
- Parking and Loading, including setbacks
- Utilities (subject to Engineering Review)
- Snow Removal
- Lighting
- Fire Protection (subject to Engineering Review)
- Stormwater Drainage (subject to Engineering Review)
- Street Standards (subject to Engineering Review)
- Garbage and Refuse, including screening

G. NEXT STEPS

Land Division via Preliminary Plat for a Subdivision:

The Applicant is proposing a development on parcel #85-4-119-213-1212. The Applicant shall be required to prepare a Preliminary Plat for a subdivision meeting all requirements of Title 16 Subdivisions of the Village of Twin Lakes Municipal Code. In the event that the Applicant revises the design to four (4) or fewer lots, the Applicant may submit a minor land division via Certified Survey Map (CSM).

Conditional Use Permit Application:

The Applicant is proposing at least two (2) conditional uses on the conceptual "Lot 5." Warehousing, parking, and boat services are the most illustrative conditional uses which apply to the proposed use for Lot 5. Any development on a commercial parcel greater than 2 acres shall require a conditional use permit. The Applicant may submit the application for a conditional use permit as part of the Design Review process (below).

Rezoning Application:

The Applicant is proposing to rezone a portion of parcel #85-4-119-213-1212 from RES – Residential to COM – Commercial. The Applicant may submit the application to rezone the parcel as part of the Design Review process (below).

Design Review Process:

All site and structural development in Commercial Districts must undergo the Design Review Process. The Design Review standards are included in §17.42 of the Village Code.

The Plan Commission shall provide input on desired changes to the Conceptual Plan.

Note: Feedback on a conceptual plan is intended to provide the developer with guidance to produce a complete proposal for a development and does not constitute support or approval of any future development.