

**Minutes**  
**Village of East Troy Plan Commission**  
**2015 Energy Drive**  
**January 11, 2021**  
**6:30 p.m.**

1. **Call to order**- President Seager called the meeting to order at 6:30 p.m.
2. **Pledge of Allegiance**
3. **Verification of open meeting notice** – Clerk Alexander verified the meeting had been posted according to open meetings laws.
4. **Roll call**

Present: President Seager, Trustee Renucci, Commissioners Edward Arendt, Roger Hayes, Benny Stichmann and Joe Wisniewski

Excused: Chris Bottoni

Others: Zoning Administrator Schwecke, Administrator Suhm, Clerk Alexander
5. **Citizen participation**

No citizen participation.
6. **Approve Plan Commission minutes of 12/14/2020**

Motion by Commissioner Stichmann, second by Commissioner Arendt, to approve the minutes from 12/14/2020. Motion carried.
7. **Raze an existing building in the Downtown Design Overlay District located at 2088 Church Street (ROP 00111); Kinove LLC, applicant (application 2020-26)**
  - A. **Public hearing**
  - B. **Potential recommendation by Plan Commission to Village Board**

President Seager opened the public hearing. Applicant, Rick Streiter, Agent, provided an overview and plans for the property. He stated that a repair order was received from the Village and it is not feasible to make the needed repairs due to the amount of funds needed and the timeframe given. There are no current plans for redevelopment of the property, and it is currently for sale.

Zoning Administrator Schwecke provided the additional information that the property is in the downtown design district and new buildings and demolitions are treated the same as Conditional Uses requiring a public hearing and approval from the Plan Commission. The Public Hearing notice was published, and letters sent to neighboring properties, the building has historic value and is on the national register of historic places and the state historic register. He did reach out to the state historical society and confirmed that the building can be razed by the property owner. One written comment was received from Carol Zess and was read into the record.

Discussion included:

    - President Seager questioned the plans for replacing the façade of the adjoining/neighboring buildings and determining the financial responsibility for repairs. Mr. Streiter stated that there are many unknowns regarding the building demolition until the work begins and that agreements would need to be reached with neighboring property owners and there would be temporary coverings to protect neighboring buildings during the work. President Seager requested copies of any agreements and their plans to conduct any repairs, including a timeline for those repairs.
    - Adding a timeframe for the razing and any façade repairs
    - Zoning Administrator Schwecke suggested a 6-month timeline once the building is removed to have the adjoining building façade in place and to prepare and submit a plan within 45-days of the completion of the demo to the Plan Commission.
    - Mr. Streiter explained the request for the 6-month timeframe was necessary to coordinate the work and permits for the razing as well as working with neighboring

property owners

- Points to clarify with the Village Attorney regarding financial responsibility for façade repair to neighboring property and authority to issue maintenance/raze request
  - The timeframe and plans for this property and the impact of the Walworth County Hwy ES street project and the Village Square improvements planned for 2021 for both the street project and the property
  - John Vilanj, President of the East Troy Historical Society expressed desire to retain the Cobblestone building. He quoted estimates to restore the building of at least \$3 million. He shared information that the building may have participated in the underground railroad and discussed the historical importance of the building and its unique construction. He related the Historical Society's search for funding to restore the building, including possible plans and suggested the development of a historic district to possibly open doors to additional funding and/or grants to assist with renovation.
  - President Seager agreed that the Village does not want the building to be demolished and that the property maintenance letter that was sent to the property owners is the standard letter sent to all property owners in this situation and does include the option to contact Code Enforcement personnel to discuss the repairs and timeframe. The letter did not request demolition but repairs to the property.
  - The property owner stated they have contacted Code Enforcement regarding options.
  - Ted Zess encouraged that the exiting building not be approved to be demolished until there is a plan in place for rehab or redevelopment of the property to avoid an empty lot on the Square. He stated that he did not want to lose the historic value and if the building were completely removed it would eliminate the option to incorporate pieces into a new design.
  - Ann Zess spoke and also encouraged a plan be in place for rehab or redevelopment of the property prior to an approval by the Plan Commission to raze the building.
  - Justin Rohrer agreed and restated that this situation is in response the property maintenance letter from the Village and the building has been deemed unsafe and unsafe buildings are to be razed. Cited state statute 66.0413(3)(D)that the building is unrepairable due to cost. He expressed the desire to retain the building, stating either the community needs to come together to repair it or they will need to remove it.
  - Jamie Rohrer stated he wants to keep the building and the property maintenance letter from the Village is what prompted this decision to come before the Plan Commission.
  - Mike Zei stated he would prefer the building be retained. He suggested rehabilitating the building and utilizing only the first floor to save on costs.
  - President Seager expressed his excitement with the discussion and interest in retaining the building. He reiterated the letter sent by the Village was to address property maintenance.
  - Zoning Administrator Schwecke suggested allowing additional time to investigate all options and opportunities.
  - The property owner expressed agreement to more time to explore options and requested that the raze permit still be approved to allow for exploration of alternate options at the same time. If the raze permit were approved, it wouldn't have to be exercised.
- Motion by President Seager, second by Trustee Renucci, to adjourn the public hearing until the March Plan Commission Hearing, March 8 at 6:30 pm. Motion carried. President Seager closed the public hearing. (Commissioner Hayes and Stichmann were not present for the vote due to technical difficulties)

**8. Amend site plan for Benchmark Landscape Management for additional storage area for property located at 2535 Energy Drive (RA142000002; RA142000003); Benchmark Landscape Management**

**(Paul Hahlbeck, owner) (application 2020-27)**

**A. Potential action by Plan Commission**

Zoning Administrator Schwecke reviewed the application for the amendment to the previously approved site plan for fencing, additional bunkers and aboveground fuel tanks. The applicant was present to explain his application.

(Commissioners and Stichmann and Hayes returned to the meeting)

There were questions about the fuel tanks and any EPA/DNR requirements and the applicant stated they have been in contact with the DNR regarding this plan.

Motion by Commissioner Arendt, second by President Seager, Approve the revised site plan/plan of operation as proposed subject to the following conditions:

1. The height of the fence may not exceed 10 feet per the fence standards.
2. The owner shall obtain a building permit for the fence within 9 months of this date and start the work within 14 months of this date.
3. The fill placed in the expanded storage area in the southwest corner of the parcel shall comply with the floodplain requirements for "no net fill."
4. The property owner shall obtain any and all permits from the DNR as may be required for the fuel storage facility

Motion carried. (Commissioner Hayes was not present for the vote due to technical difficulties)

**9. Potential cottage housing ordinance**

**A. Review and discussion**

**B. Potential action by Plan Commission**

Zoning Administrator Schwecke reviewed the draft ordinance.

Discussion included:

- definition of housing units
- density
- spacing of clusters
- low impact storm water techniques
- no step entries
- alterations after construction of floor area
- exterior storage areas
- building height
- parking
- developer's agreements
- screening

Motion by Commissioner Stichmann, second by Commission Wisniewski, to revise ordinance based on the discussion and schedule a public hearing for the ordinance at the March Plan Commission meeting. Motion carried. (Commissioner Hayes was not present for the vote due to technical difficulties)

**9. Potential tree protection ordinance**

**A. Review and discussion**

**B. Potential action by Plan Commission**

(Commissioner Hayes returned to the meeting)

Zoning Administrator Schwecke reviewed draft ordinance.

Motion by Commissioner Stichmann, second by Commissioner Arendt, to recommend approval of the draft ordinance to the Village Board with the revisions as discussed, subject to review by the Village Attorney. Motion carried.

**10. Potential revisions to the Village's zoning code with regard to building demolitions in the Downtown District**

**A. Review and discussion**

**B. Potential action by Plan Commission**

Zoning Administrator Schwecke asked if more direction is needed in the code regarding this action to provide guidance related to removal of buildings with no redevelopment plans to avoid leaving holes in the district. Consensus was to have Zoning Administrator Schwecke prepare options and discussion points for the next meeting.

**11. Recommendations for future agendas (no packet materials)**

- Consider reducing the geographic extent of the Village's extraterritorial review authority

**12. Next meeting: March 8, 2021** (the February meeting will be cancelled)

**13. Adjourn**

Motion by President Seager, second by Trustee Renucci, to adjourn at 8:28 p.m. Motion carried.

Respectfully submitted by  
Lorri Alexander  
Clerk