



Village Hall, 262-567-2757
Fax, 262-567-4115
Highway Dept., 262-567-2422
Police Dept., 262-567-1134
Building Inspector, 262-490-4141
www.summitvillage.org

Summit Village Hall • 37100 Delafield Road • Summit, WI 53066

AGENDA

Village Board - Village of Summit

Thursday, July 11, 2024 6:30 p.m.

At the Summit Village Hall, 37100 Delafield Road

1. CALL TO ORDER
2. ROLL CALL AND CONFIRM POSTING
3. PLEDGE OF ALLEGIANCE
4. PUBLIC COMMENT
5. ANNOUNCE EXECUTIVE SESSION: pursuant to Section 19.85(1)(e), Wisconsin State Statutes, "deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session." for the following purposes: *Police Union Contract Negotiations*

*The Village Board will not return to open session following this executive session

6. CONSENT AGENDA - Items listed under the Consent Agenda are considered in one motion unless a Village Board Member requests that an item be removed from the Consent Agenda
 - A. Minutes of June 13, 2024 regular meeting & June 12, 2024 Special Meeting
 - B. June 2024 payables
 - C. Release of Letter of Credits: Lake Country Village Phase 6 & Interlaken Village Phase 2
7. PUBLIC HEARING
 - A. Receive comments regarding a request by Margaret Daigneau, applicant on behalf of Lake Country Classical Academy, to amend the Village of Summit Future Land Use Map, which is part of the Village of Summit 2045 Comprehensive Plan, from the Industrial/Business Park category to the Institutional category in order to accommodate a day school on property currently owned by Pabst Farms Land Company located in the northwest corner of Pabst Farms Boulevard and N. Sawyer Road (SUMT0629998011). The property is more specifically described as Lot 2 of Certified Survey Map No. 11510, Book 114, Page 310-319, part of the NE ¼ and SE ¼ of Section 14 and part of the SE ¼ and SW ¼ of Section 11, T7N R17E.
8. PLANNING DEPARTMENT
 - A. Discussion and action on request by Margaret Daigneau, applicant on behalf of Lake Country Classical Academy, to amend the Village of Summit Future Land Use Map, which is part of the Village of Summit 2045 Comprehensive Plan, from the Industrial/Business Park category to the Institutional category in order to accommodate a day school on property currently owned by Pabst Farms Land Company located in the northwest corner of Pabst Farms Boulevard and N. Sawyer Road (SUMT0629998011). The property is more specifically described as Lot 2 of Certified Survey Map No. 11510, Book 114, Page 310-319, part of the NE ¼ and SE ¼ of Section 14 and part of the SE ¼ and SW ¼ of Section 11, T7N R17E.

- B. Discussion and action on proposed text amendment of the Village of Summit Zoning and Shoreland Protection Ordinance initiated by the Zoning Administrator. The request includes an amendment to Section 111-347(e)(1)j, reducing the accessory structure minimum front/street setback from 75 ft. to 50 ft. in the R-1 Estate Residential District.
- C. Discussion and action on request of James Stoffer to combine multiple lots as part of a Certified Survey Map, including review based on Article X of Chapter 109 Subdivision of Land Ordinance, on property located at 3348 N. Silver Lake Drive (SUMT0612031).
- D. Discussion and action on request of Robert Zahn to reconfigure a lot as part of a Certified Survey Map on property owned by Colton and Victoria Ziemanski located on N. Golden Cedar Lane and Cedar Lane (SUMT0695039).
- E. Discussion and action on request from Sunset Family Farms, LLC as the petitioner/responsible party and property owner at 37736 Sunset Drive, and Rebekah Carsey, White Stag 1894, LLC, as the agent to amend the text of the Village of Summit Zoning and Shoreland Protection Ordinance to allow the rental of agricultural buildings in the A-1 Agricultural District as a Conditional Use provided conditions are met. Specifically, the applicant is proposing to create Section 111-357(d)(3) to allow rental of agricultural buildings for private activities or events in the A-1 Agricultural District as a Conditional Use and create Section 111-321(7) to provide the standards and conditions that must be met in order for the rental of agricultural buildings to be considered.

9. PUBLIC WORKS DEPARTMENT

- A. Monthly Administrative Report
- B. Discussion and action on drainage easement agreement between Village of Summit and Upper Nemahbin Lake Management District
- C. Discussion and action on 2024 Capital Improvement Plan amendment for N Dousman Road trail extension project
- D. Discussion and action on salt brine pre-wet system installation on patrol trucks
- E. Discussion and action on draft License Agreement for Use of Genesee Lake Road Park by Pirate Lacrosse LLC
- F. Discussion and action on Department of Natural Resources Grant Contract for the Dousman Road trail extension project
- G. Discussion and action on Park Impact Fee use for Capital Improvement Plan Development
- H. Discussion and action on acceptance of resignation of Jared Beauchamp, DPW Operator
- I. Discussion and action on Resolution 24-464 Recognizing Jared Beauchamp for his employment with the Village of Summit
- J. Discussion and action on Resolution 24-465 Recognizing Allen Bouton for his employment with the Village of Summit
- K. Discussion and action on replacement of vacant DPW positions
- L. Discussion and action on Resolution Amending Cemetery Charges and Fees pursuant to Ordinance No. 22-2014
- M. Discussion and action on consideration of the establishment of a Park Committee or creation of a Friends Group
- N. Discussion and action on request for waiver of Park Rental Fees and permission to use fireworks at Genesee Lake Road Park
- O. Discussion and action on Sealcoating and Pavement Marking of Village Park Parking Areas & Access Road

10. POLICE DEPARTMENT

- A. Monthly Report

11. WESTERN LAKES FIRE DISTRICT

A. Monthly Report

12. VILLAGE BOARD

- A. Discussion and action on request of Lower Nashotah Lake Association to consider the restriction of artificial wake-enhancement on Lower Nashotah Lake
- B. Discussion and action on financing for 2024 Capital Improvement Projects
- C. Discussion and action on a Resolution related to Upper Nemahbin Lake Management District Board of Commissioners appointment
- D. Discussion and action on Assessor contract expiring December 31, 2024
- E. Discussion and action on next meeting date and possible agenda items

13. MOTION to go into EXECUTIVE SESSION: pursuant to Section 19.85(1)(e), Wisconsin State Statutes, "deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session." for the following purposes: *Police Union Contract Negotiations*

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14. ROLL CALL VOTE

15. ADJOURN VILLAGE BOARD MEETING

Respectfully Submitted,

Debra J. Michael, WCMC
Village Administrator-Clerk/Treasurer

Next Regular Meeting: August 8, 2024

Posted: July 5, 2024

**** Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service contact the Village Hall at 567-2757.

It is possible that members of and possible a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any other governmental body except by the Village Board noticed above.



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MINUTES
VILLAGE OF SUMMIT
Special Village Board Meeting Notice
June 12, 2024

CALL TO ORDER

President Riley called to order the special Village Board meeting at 6 p.m. at City of Oconomowoc Police Department 630 E Wisconsin Ave., Oconomowoc, WI 53066 on Wednesday, June 12, 2024.

ROLL CALL AND PROOF OF NOTICE OF MEETING

Administrator Michael took roll call and confirmed that the meeting was noticed to the local media as required and requested and posted on the Village posting board and website. Trustees present were: Justin Phillips and Jim Petronovich. Also present were: President Jack Riley and Administrator-Clerk/Treasurer Debbie Michael.

President Riley ANNOUNCED EXECUTIVE SESSION, pursuant to Section 19.85(1)(e), Wisconsin State Statutes, deliberating or negotiating the purchase of public property, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: *Western Lakes Fire District Intermunicipal Ownership Agreement*

* The Village Board will not return to open session after the Executive Session

Discussion and action - Minutes of September 13, 2023 WLFD Joint Owners Meeting

Action taken by owner's group.

Presentation – WLFD 2023 Annual Financial Audit

Presentation given by the auditor from Clifton Larson Allen.

Presentation – WLFD District Updates and Overview

Chief Bowen provide updates.

Presentation – WLFD Community Risk Assessment

Chief Bowen provided information on how and who participated in the assessment along with what the findings of the assessment were.

Presentation – WLFD Apparatus usage and needs assessment (aerial)

Chief Bowen reviewed the needs assessment that was completed to determine replacement of engines and/or

ladder trucks.

Discussion & Action – WLFD 2027 Capital Improvement Budget

Chief Bowen presented the 2027 Capital Improvement Budget which includes \$1,850,000 for a straight ladder truck purchase. \$95,000 is in the 2026 budget for some components of the truck that will be able to be ordered in 2026.

MOTION: (Phillips, Petronovich) *to approve the 2027 Capital Improvement Budget which allocates \$1,850,000 total cost for a new straight ladder truck.* Carried.

Future WLFD meeting dates: September 11, 2024

MOTION: (Phillips, Riley) TO GO INTO EXECUTIVE SESSION, pursuant to Section 19.85(1)(e), Wisconsin State Statutes, deliberating or negotiating the purchase of public property, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: *Western Lakes Fire District Intermunicipal Ownership Agreement*

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ROLL CALL VOTE: Phillips – aye, Petronovich – aye and Riley – aye. Carried.

Adjournment

MOTION: (Phillips, Petronovich) *to adjourn at 8:37 p.m.* Carried.

Respectfully Submitted,

Debra J. Michael, WCMC
Administrator- Clerk/Treasurer

VILLAGE OF SUMMIT
Payables Report for
July 11, 2024 Meeting
Prepared by Debbie Michael

Summary of June, 2024 Payables

Paid Check Batches:

\$ Amount	Description
41,223.99	Mid month checks

Total \$ 41,223.99

Batches For Payment:

\$ Amount	Description
142,352.71	June Payables
3,526.15	Credit Card

Total \$ 145,878.86

Total June Payables for Approval: \$ 187,102.85

Approved by the Summit Village Board on this the 11th day of July, 2024

Engineering	\$	8,729.10
Village		5,746.68
Billed		2,982.42
Planning		8,670.00
Planner		3,600.00
Shoreland		3,330.00
Billed		1,740.00
Legal	\$	468.00
Village		468.00
Billed		-

7/03/2024 11:35 AM

Reprint Check Register - Full Report - ALL

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ACCT

WSB CHECKING

ALL Checks

Posted From: 6/17/2024 From Account:
Thru: 6/30/2024 Thru Account:

Check Nbr	Check Date	Payee	Amount
408240	6/26/2024	VILLAGE OF SUMMIT PTO CONVERSION PLAN	
6 EMPLOYEES			
100-00-51101-000-000		PTO PAYOUT	10,296.54
6 EMPLOYEES		2023 PTO PAYOUTS	
		Total	10,296.54

6/5 WDC	6/25/2024	EMPOWER RETIREMENT - WDC	
PYRL 6/5		Manual Check	
100-00-21525-000-000		ROTH	850.00
PYRL 6/5		1199768867 ROTH	
100-00-21526-000-000		457 DEF COMP	2,635.00
PYRL 6/5		1199768867 WDC	
		Total	3,485.00

5/20 WDC	6/26/2024	EMPOWER RETIREMENT - WDC	
PYRL 5/20		Manual Check	
100-00-21525-000-000		ROTH	850.00
PYRL 5/20		1199769592 ROTH	
100-00-21526-000-000		457 DEF COMP	2,635.00
PYRL 5/20		1199769592 WDC	
		Total	3,485.00

6/20 WDC	6/26/2024	EMPOWER RETIREMENT - WDC	
PYRL 6/20		Manual Check	
100-00-21525-000-000		ROTH	932.83
PYRL 6/20		1200254347 ROTH	
100-00-21526-000-000		457 DEF COMP	2,717.83
PYRL 6/20		1200254347 WDC	
		Total	3,650.66

PTAX 6/20	6/20/2024	SIRICH - PAYROLL TAXES	
PYRL TAXES		Manual Check	
100-00-21511-000-000		SS/MEDICARE TAXES PAYABLE	4,320.82
PYRL TAXES		WK25	
100-00-21511-000-000		SS/MEDICARE TAXES PAYABLE	1,010.44
PYRL TAXES		WK25	
100-00-21512-000-000		FEDERAL W/H TAXES PAYABLE	6,447.36
PYRL TAXES		WK25	
100-00-21513-000-000		STATE TAX W/H TAX PAYABLE	2,836.41
PYRL TAXES		WK25	

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Reprint Check Register - Full Report - ALL

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ACCT

WSB CHECKING

ALL Checks

Posted From: 6/17/2024 From Account:
Thru: 6/30/2024 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21511-000-000		SS/MEDICARE TAXES PAYABLE	5,331.26
		PYRL TAXES WK25	
		Total	19,946.29
PYRL FEE 6/5	6/05/2024	SIKICH LLP WI	
		PYRL FEES 6/5	
		Manual Check	
100-00-51600-210-000		VILLAGE HALL 3RD PARTY ADMIN	177.25
		PYRL FEES 6/5 06052024	
		Total	177.25
PYRLFEE 6/20	6/20/2024	SIKICH LLP WI	
		PYRL FEE 6/20	
		Manual Check	
100-00-51600-210-000		VILLAGE HALL 3RD PARTY ADMIN	183.25
		PYRL FEE 6/20 06202024	
		Total	183.25
		Grand Total	41,223.99

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Reprint Check Register - Full Report - ALL

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WSB CHECKING

ALL Checks

Posted From: 6/17/2024 From Account:
Thru: 6/30/2024 Thru Account:

Amount

Total Expenditure from Fund # 100 - GENERAL FUND

41,223.99

Total Expenditure from all Funds

41,223.99

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In Progress Checks - Full Report - ALL

Page: 1

ALL Checks by Payee

ACCT

WSB CHECKING

Dated From: 7/12/2024

From Account:

Thru: 7/12/2024

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
7/12/2024 BUELOW VETTER BUIKEMA OLSON & VLIET LLC			
401A PLAN CHANGES			
100-00-51300-290-000		LEGAL EXPENSE O/S SERVICES	468.00
		401A PLAN CHANGES JUNE 5 78	
Total			468.00
7/12/2024 CATALIS LLC			
JUNE 2024			
100-00-51530-290-000		ASSESSOR O/S SERVICES	4,050.00
		JUNE 2024 INV308319642	
Total			4,050.00
7/12/2024 CHRISTMAN PAVEMENT COMPANY INC			
ASPHALT PATCING OF CULVERT BRIDELWOOD LN			
100-00-53300-345-000		PUBLIC WORKS MS4	1,950.00
		ASPHALT PATCING OF CULVERT BRIDELWOOD LN 11720	
Total			1,950.00
7/12/2024 CITY OF DELAFIELD POLICE DEPARTMENT			
SEATBELT GRANT			
100-00-52104-000-000		POLICE GRANT POOL PYMNT	312.71
		SEATBELT GRANT MAY 2024	
Total			312.71
7/12/2024 CITY OF OCONOMOWOC POLICE DEPARTMENT			
SEATBELT GRANT			
100-00-52104-000-000		POLICE GRANT POOL PYMNT	604.10
		SEATBELT GRANT MAY 2024	
Total			604.10
7/12/2024 CONLEY MEDIA LLC			
LIQUOR LICENSES			
100-00-51600-390-000		VILLAGE HALL EXPENSE	38.23
		LIQUOR LICENSES 6330860624-2	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	507.52
		LCCA PH DAIGNEAU 6330860624-2	
100-00-51600-390-000		VILLAGE HALL EXPENSE	41.28
		PH VILLAGE TEXT AMENDMENT 6/20 6330860624-2	
100-00-57400-000-000		CAPITAL PURCHASE	62.20
		SEALCOATING BIDS 6330860624-2	

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Dated From: 7/12/2024

From Account:

Thru: 7/12/2024

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	97.46
		LCCA PH DAIGNEAU 6330860624-2	
100-00-57400-000-000		CAPITAL PURCHASE	65.79
		SEALCOAT BIDS 6330860624-2	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	41.28
		PH LOFTEN CUP 6/20 6330860624-2	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	41.29
		PH WHITE STAG 6/20 6330860624-2	
		Total	895.05

7/12/2024 CREATIVE IMAGING PRODUCTS LLC
COPIES 3/12 - 6/14

100-00-51600-390-000		VILLAGE HALL EXPENSE	443.42
		COPIES 3/12 - 6/14 6360MA	
		Total	443.42

7/12/2024 DIVERSIFIED BENEFIT SERVICES INC
JUNE FSA ADMIN

100-00-51600-210-000		VILLAGE HALL 3RD PARTY ADMIN	95.00
		JUNE FSA ADMIN 413295	
		Total	95.00

7/12/2024 EH WOLF & SONS INC
254.1 GAL GAS

100-00-52100-250-000		POLICE FUEL	782.14
		254.1 GAL GAS 845419	
100-00-52100-250-000		POLICE FUEL	1,632.37
		562 GAL GAS 835274	
100-00-53300-250-000		PUBLIC WORKS FUEL	417.70
		152.9 GAL DIESEL 836428	
		Total	2,832.21

7/12/2024 FLEMING'S FIRE 1 INC
FIRE EXT MAINTENANCE

100-00-51600-240-000		VILLAGE HALL REPAIRS & MAINT	240.25
		FIRE EXT MAINTENANCE 130877	
100-00-54910-390-000		CEMETERY EXPENSE	56.65
		FIRE EXT CERTIFICATION 130878	
		Total	296.90

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ALL Checks by Payee

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Dated From: 7/12/2024

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Thru Account:

Voucher Nbr	Check Date	Payee	Amount
7/12/2024 GALLS LLC			
PANTS WRAALSTAD - SILVER CIRCLE DONATION			
100-00-52100-313-000		POLICE CLOTHING ALLOW	38.04
PANTS WRAALSTAD - SILVER CIRCLE DONATION 027971154			
100-00-52100-313-000		POLICE CLOTHING ALLOW	39.77
SHORTS WRAALSTAD - SILVER CIRCLE DONATIO 028052903			
Total			77.81
7/12/2024 GFL ENVIRONMENTAL			
MAY 2287 HH			
100-00-53620-000-000		GARBAGE & RECYCLING	40,838.75
MAY 2287 HH 202577			
Total			40,838.75
7/12/2024 ITU ABSORB TECH INC			
UNIFORMS			
100-00-53300-390-000		PUBLIC WORKS EXPENSE	14.28
UNIFORMS 8349083			
100-00-53300-390-000		PUBLIC WORKS EXPENSE	14.28
UNIFORMS 8357192			
100-00-53300-390-000		PUBLIC WORKS EXPENSE	14.28
UNIFORMS 8353186			
100-00-51600-240-000		VILLAGE HALL REPAIRS & MAINT	17.72
MATS/TOWELS 8353186			
100-00-51600-240-000		VILLAGE HALL REPAIRS & MAINT	116.29
MATS/TOWELS 8361091			
100-00-53300-390-000		PUBLIC WORKS EXPENSE	14.28
UNIFORMS 8361091			
Total			191.13
7/12/2024 JOHNSON'S NURSERY LLC			
JUNE YARDWASTE			
100-00-53620-000-000		GARBAGE & RECYCLING	576.00
JUNE YARDWASTE 06245200			
100-00-53620-000-000		GARBAGE & RECYCLING	-14.40
CREDIT FOR TAX CHARGED ON PREVIOUS INV 04245200CR			
Total			561.60

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ACCTDated From: 7/12/2024 From Account:
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Voucher Nbr	Check Date	Payee	Amount
7/12/2024 MAP RETIREMENT USA, LLC			
401(A) PLAN ADMIN			
100-00-51600-210-000		VILLAGE HALL 3RD PARTY ADMIN	1,075.00
		401(A) PLAN ADMIN 122203	
Total			1,075.00
7/12/2024 MID-STATE EQUIPMENT			
HITCH FOR PARK MOWER			
100-00-55200-390-000		RECREATION EXPENSE	397.46
		HITCH FOR PARK MOWER D73789	
100-00-55200-390-000		RECREATION EXPENSE	63.04
		SCAG MOWER PART D73788	
Total			460.50
7/12/2024 MILLER MONUMENT CO			
CONDELLA INSCRIPTION			
100-00-54910-335-000		CEMETERY ENGRAVING	284.00
		CONDELLA INSCRIPTION 35471	
Total			284.00
7/12/2024 MUNICIPAL INSPECTORS LLC			
BUILDING PERMITS			
100-00-52400-290-000		BUILDING INSPECT O/S SERVICES	29,996.81
		BUILDING PERMITS MAY 2024	
Total			29,996.81
7/12/2024 PLANNING & ZONING LLC			
JUNE 2024 PLANNER SERVICES			
100-00-56301-290-000		VILLAGE PLANNER O/S SERVICES	3,600.00
		JUNE 2024 PLANNER SERVICES 38	
100-00-56401-290-000		SHORELAND ZONING ADMIN O/S SVC	3,330.00
		JUNE 2024 SHORELAND SERVICES 39	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	570.00
		WHITE STAG 40	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	90.00
		LCCA 40	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	120.00
		MCNULTY CSM 40	

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ACCTDated From: 7/12/2024 From Account:
Thru: 7/12/2024 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	150.00
		HOGG ALLEY 40	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	120.00
		RIX CSM 40	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	180.00
		ROGERS MEMORIAL 40	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	90.00
		ZAHN CSM 40	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	180.00
		LOFTEN CUP 40	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	90.00
		STOFFER CSM 40	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	60.00
		WOLD CSM 40	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	60.00
		LOEPFE STRUCTURES 40	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	30.00
		PORTER TEXT AMENDMENT 40	
Total			8,670.00

7/12/2024 POMP'S TIRE SERVICE INC

TIRES

100-00-52100-260-000	POLICE SQUAD REP & MAINT	584.00
	TIRES 950502645	
Total		584.00

7/12/2024 PROHEALTH CARE

LEGAL LAB DRAWS

100-00-52100-390-000	POLICE EXPENSE	76.48
	LEGAL LAB DRAWS 10005103500	
Total		76.48

7/12/2024 PROHEALTH MEDICAL GROUP

CSO TESTING

100-00-52100-390-000	POLICE EXPENSE	165.00
	CSO TESTING 322494	
100-00-52100-390-000	POLICE EXPENSE	55.00
	CSO TESTING 322510	

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Dated From: 7/12/2024

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Thru Account:

Voucher Nbr	Check Date	Payee	Amount
Total			220.00
7/12/2024 PROPHOENIX			
USER CONFERENCE ELLIS			
100-00-52100-312-000		POLICE TRAINING & SUPPLY	795.00
		USER CONFERENCE ELLIS 2024312	
Total			795.00
7/12/2024 REILLY, PENNER & BENTON LLP			
2023 AUDIT			
100-00-51510-000-000		ACCOUNTING & AUDITING O/S SERV	31,650.00
		2023 AUDIT 79862	
Total			31,650.00
7/12/2024 ROBB BRINKMANN CONSTRUCTION INC			
3.75 YDS TOPSOIL			
100-00-53300-340-000		PUBLIC WORKS ICE & SNOW	112.50
		3.75 YDS TOPSOIL 26140	
Total			112.50
7/12/2024 SECURIAN FINANCIAL GROUP INC			
LIFE INS			
100-00-52100-132-000		POLICE INSURANCE	164.27
		LIFE INS JULY 2024	
100-00-53300-132-000		PUBLIC WORKS INSURANCE	78.12
		LIFE INS JULY 2024	
100-00-51420-132-000		ADMIN C/T INSURANCE	30.10
		LIFE INS JULY 2024	
100-00-51422-132-000		VILLAGE OFFICE INSURANCE	11.09
		LIFE INS JULY 2024	
100-00-21530-000-000		INSURANCE PAYABLE	110.69
		SUPPLEMENTAL LIFE INS JULY 2024	
Total			394.27
7/12/2024 SECURIAN LIFE INSURANCE COMPANY			
ACCIDENT INS			
100-00-21530-000-000		INSURANCE PAYABLE	18.08
		ACCIDENT INS JULY 2024	
Total			18.08

7/02/2024 1:20 PM

In Progress Checks - Full Report - ALL

Page: 7

ALL Checks by Payee

ACCT

WSB CHECKING

Dated From: 7/12/2024

From Account:

Thru: 7/12/2024

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
7/12/2024 SHORT ELLIOTT HENDRICKSON INC			
DOUSMAN RD TRAIL			
100-00-53101-000-000		ENGINEERING O/S SERVICES	575.00
		DOUSMAN RD TRAIL 468635	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	310.85
		WHITESTONE 468635	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	42.50
		LOWER NASHOTAH DREDGING 468635	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	123.35
		DAVIDSON 468635	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	42.50
		ROGERS MEMORIAL HOSPITAL 468635	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	425.00
		MILLER EC 468635	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	204.00
		ESCHWEILER SUB 468635	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	535.00
		MCNULTY CSM 468635	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	182.50
		RIX CSM 468635	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	297.72
		BALLINGER GRADING PLAN 468635	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	287.00
		STEPANIUK GRADING PLAN 468635	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	532.00
		STOFFER CSM 468635	
100-00-53101-000-000		ENGINEERING O/S SERVICES	496.50
		ON CALL ENG 468644	
100-00-57400-000-000		CAPITAL PURCHASE	2,390.50
		RD PAVING N VENICE BEACH RD 468561	
100-00-57400-000-000		CAPITAL PURCHASE	2,284.68
		2024 ROAD PAVING PROG 468562	
Total			8,729.10

7/12/2024 STANDARD INSURANCE COMPANY RC

STD LTD INS

100-00-52100-132-000 POLICE INSURANCE

760.53

STD LTD INS

JUL 2024

7/02/2024 1:20 PM

In Progress Checks - Full Report - ALL
 ALL Checks by Payee
 WSB CHECKING

Page: 8
 ACCT

Dated From: 7/12/2024 From Account:
 Thru: 7/12/2024 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-53300-132-000		PUBLIC WORKS INSURANCE	232.04
LTD STD INS	JUL 2024		
100-00-51422-132-000		VILLAGE OFFICE INSURANCE	31.93
STD LTD INS	JUL 2024		
100-00-51420-132-000		ADMIN C/T INSURANCE	83.49
STD LTD INS	JUL 2024		
Total			1,107.99

7/12/2024 STREICHER'S
 HENNLICH CLOTHING \$555 REIMB BPV GRANT

100-00-52100-313-000		POLICE CLOTHING ALLOW	1,121.99
HENNLICH CLOTHING \$555 REIMB BPV GRANT	I1705167		
Total			1,121.99

7/12/2024 VILLAGE OF HARTLAND POLICE DEPARTMENT
 SEATBELT GRANT

100-00-52104-000-000		POLICE GRANT POOL PYMNT	626.73
SEATBELT GRANT	MAY 2024		
Total			626.73

7/12/2024 VILLAGE OF OCONOMOWOC LAKE POLICE DEPT
 SEATBELT GRANT

100-00-52104-000-000		POLICE GRANT POOL PYMNT	368.50
SEATBELT GRANT	MAY 2024		
Total			368.50

7/12/2024 WAUKESHA COUNTY TREASURER
 APRIL BALLOTS

100-00-51440-390-000		ELECTIONS	189.47
APRIL BALLOTS	2024-54010025		
Total			189.47

7/12/2024 WI DEPARTMENT OF TRANSPORTATION
 DELAFIELD RD BRIDGE DESIGN

100-00-57350-000-000		EQUIP REPL - DR BRIDGE	180.43
DELAFIELD RD BRIDGE DESIGN	395-0000353214		
100-00-57350-000-000		EQUIP REPL - DR BRIDGE	1,149.95
DELAFIELD RD BRIDGE	395-0000353215		
100-00-57350-000-000		EQUIP REPL - DR BRIDGE	14.23
DELAFIELD RD BRIDGE	395-0000353216		

7/02/2024 1:20 PM

In Progress Checks - Full Report - ALL

Page: 9

ALL Checks by Payee

ACCT

WSB CHECKING

Dated From: 7/12/2024

From Account:

Thru: 7/12/2024

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
Total			1,344.61
7/12/2024 WISCONSIN PROFESSIONAL POLICE ASSOCIATION INC			
LEER 8 JULY 2024			
100-00-21550-000-000		UNION DUES	354.00
	LEER 8 JULY 2024	21712	
100-00-21550-000-000		UNION DUES	2.00
	PAC 8 JULY 2024	21071	
100-00-21550-000-000		UNION DUES	48.00
	ELPP 8 JULY 2024	119109E	
Total			404.00
7/12/2024 WOLF PAVING CO INC			
3.38 TN COLD MIX			
100-00-53300-370-000		PUBLIC WORKS ROAD MAINTENANCE	507.00
	3.38 TN COLD MIX	47068	
Total			507.00
Grand Total			142,352.71

7/02/2024 1:20 PM

In Progress Checks - Full Report - ALL
ALL Checks by Payee
WSB CHECKING

Page: 10
ACCT

Dated From: 7/12/2024 From Account:
Thru: 7/12/2024 Thru Account:

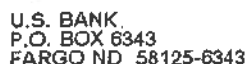
Amount

Total Expenditure from Fund # 100 - GENERAL FUND

142,352.71

Total Expenditure from all Funds

142,352.71



VILLAGE OF SUMMIT
ATTN
37100 DELAFIELD RD
SUMMIT WI 53066-9101

ACCOUNT NUMBER	-
STATEMENT DATE	06-25-2024
AMOUNT DUE	\$3,526.15
NEW BALANCE	\$3,526.15
PAYMENT DUE ON RECEIPT	

AMOUNT ENCLOSED

\$

Please make check payable to
U.S. BANK

U.S. BANK
P.O. BOX 790428
ST. LOUIS, MO 63179-0428

Please tear payment coupon at perforation.

CORPORATE ACCOUNT SUMMARY

VILLAGE OF SUMMIT 12-31-2017-2018	Previous Balance	Purchases And Other + Charges	Cash + Advances	Cash Advance Fees	Late Payment Charges	- Credits	- Payments	New Balance
Company Total	\$4,974.72	\$3,542.14	\$0.00	\$0.00	\$0.00	\$15.99	\$4,974.72	\$3,526.15

CORPORATE ACCOUNT ACTIVITY

VII AGE OF SUMMIT			TOTAL CORPORATE ACTIVITY	
Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-17	06-17		AUTO PAYMENT DEDUCTION	4,974.72 CR

NEW ACTIVITY

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-29	05-28	24692164149104173400192	AMZN MKTP US*SH0CG50M3 AMZN.COM/BILL WA	220.74
06-06	06-05	24692164157101357767510	AMZN MKTP US*OM58254H3 AMZN.COM/BILL WA	34.85
06-07	06-06	24692164158102425635548	AMZN MKTP US*PG8LH80S3 AMZN.COM/BILL WA	63.92
06-10	06-07	24431064160206817401734	GLOCK STORE 800-601-8273 TN	17.84
06-12	06-11	24204294163001978927048	DR1*CRASHPLAN 952-9084089 MN	19.98
06-17	06-14	24116414167003690474031	AURORA PATIENT PAYMENT 888-863-5502 WI	25.00

52100-390
as placeholder.

CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER		ACCOUNT SUMMARY	
			PREVIOUS BALANCE	4,974.72
			PURCHASES & OTHER CHARGES	3,542.14
	STATEMENT DATE	DISPUTED AMOUNT	CASH ADVANCES	.00
SEND BILLING INQUIRIES TO: U.S. BANK P.O. Box 6335 Fargo, ND 58125-6335	06/25/24	.00	CASH ADVANCE FEES	.00
			LATE PAYMENT CHARGES	.00
			CREDITS	15.99
			PAYMENTS	4,974.72
			ACCOUNT BALANCE	3,526.15



Company Name: VILLAGE OF SUMMIT
Corporate Account Number: /
Statement Date: 06-25-2024

NEW ACTIVITY					
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
06-24	06-24	24204294176000900059073	ASICS CORPORATION 949-4538888 CA	73.45	
06-24	06-23	24430994175008775479591	MSFT * E0400SFK6U MSBILL.INFO WA	128.00	
DEPT OF PUBLIC WORKS		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
		\$15.99	\$1,288.18	\$0.00	\$1,272.19
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-30	05-29	24941664150838006274340	FLEET FARM 5000 OCONOMOWOC WI	96.98	
05-31	05-30	24692164151106117435874	AMZN MKTP US*M19T25BF3 AMZN.COM/BILL WA	45.29	
06-03	05-30	24137464152100318182621	MENARDS JOHNSON CREEK WI JOHNSON CREEK WI	172.67	
06-03	05-31	24692164152107308250444	AMZN MKTP US*933HU1VE3 AMZN.COM/BILL WA	62.97	
06-03	06-02	24692164154109022614788	AMZN MKTP US*WS6WO6X63 AMZN.COM/BILL WA	44.99	
06-04	06-03	74941664155838001393152	FLEET FARM 5000 OCONOMOWOC WI	15.99 CR	
06-04	06-03	24941664155838001385237	FLEET FARM 5000 OCONOMOWOC WI	22.98	
06-07	06-05	24137464158100305100010	MENARDS JOHNSON CREEK WI JOHNSON CREEK WI	39.89	
06-12	06-10	24122594163030019089585	TIMS AUTO PARTS OCONOMOWOC WI	141.90	
06-13	06-12	24137464164300771476991	FASTENAL COMPANY 01WIM15 507-453-8920 WI	154.19	
06-13	06-12	24137464164300771477072	FASTENAL COMPANY 01WIM15 507-453-8920 WI	43.55	
06-13	06-12	24717054165151654240020	DSPS E SERVICE FEE REN 608-2662112 WI	1.24	
06-13	06-12	24717054165151654556193	WI DSPS LICENSURE 608-2660627 WI	55.00	
06-17	06-13	24137464166100196669644	MENARDS JOHNSON CREEK WI JOHNSON CREEK WI	131.87	
06-17	06-14	24269794167500922782539	MID-STATE - 10301 - WATER WATERTOWN WI	204.66	
06-19	06-18	24492164170000018144835	WWW.APWA.NET WWW.APWA.NET MO	70.00	
VILLAGE OF SUMMIT		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
		\$0.00	\$1,670.18	\$0.00	\$1,670.18
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-30	05-29	24717054151151511535550	LOCAL GOVERNMENT EDUCATIO 800-6212313 WI	499.00	
06-03	05-31	24430994152400810111312	MSFT * E0800SAK7T MSBILL.INFO WA	152.00	
06-05	06-04	24639234156900011200034	COMPLETE OFFICE OF W 206-3365175 WI	99.31	
06-06	06-05	24692164157101169747437	VZWRLSS*APOCC VISB 800-922-0204 FL	190.05	
06-07	06-06	24692164158102124817751	SPECTRUM 855-707-7328 MO	515.00	
06-07	06-06	24692164158102124830408	SPECTRUM 855-707-7328 MO	79.98	
06-07	06-06	24692164158102124830812	SPECTRUM 855-707-7328 MO	134.84	

Department: 00000 Total:
Division: 00000 Total:

\$3,526.15
\$3,526.15

54910-390 = 6.50
55200-390 = 49.90
51600-240 = 24.94
53300-390 = 33.06
53300-350 = 56.27
53300-350 = 71.30
53300-370 = 82.89
54910-390
53300-390
54910-390
55200-390
53300-390
55200-390
51600-240
53300-390
55200-390
53300-321
53300-390 = 89.93
55200-390 = 41.94

51422-321
51600-320
51600-390
51600-220
52100-270

VILLAGE OF SUMMIT
US BANK CREDIT CARD
Prepared for 06/11/2024 VB

Description	G/L Acct	\$\$\$	25-Jun-24										
Customer AR	13100-000	-											
VB Dues/Training	51100-321	-											
Village Brd Exp	51100-390	-											
Elections	51440-390	-											
VO Dues/Training	51422-321	499.00	499.00										
BOR Exp	51531-390	-											
VH Utility	51600-220	729.82	515.00	79.98	134.84								
VH Maint/Rep	51600-240	70.49	26.94	43.55									
VH Lease/Rental Equip	51600-291	-											
VH IT Subscriptions	51600-320	152.00	152.00										
VH Exp	51600-390	99.31	99.31										
Police Sqd Maint/Rep	52100-260	-											
Police Dispatch/Radio	52100-270	190.05	190.05										
Police Training & Supp	52100-312	-											
Police Cloth Allow	52100-313	-											
Police Exp	52100-390	583.78	583.78										
Water Pat Exp	52101-390	-											
Comm Outreach	52105-000	-											
BI Supplies	52402-000	-											
Capitol Purchase	57400-000	-											
PWX Conference	53300-321	70.00	70.00										
PW Equip Maint	53300-350	127.57	56.27	71.30									
PW Road Maint	53300-370	82.89	82.89										
PW Exp	53300-390	264.41	45.29	33.06	39.89	55.00	1.24	89.93					
Cemetery Exp	54910-390	166.45	96.98	6.50	62.97								
Recreation Exp	55200-390	490.38	49.90	44.99	22.98	(15.99)	141.90	41.94	204.66				
Total		3,526.15											
			Total from CC Statement:		3,526.15								
			Total from above		3,526.15								
			Difference		0.00								



Village Hall, 262-567-2757
Fax, 262-567-4115
Highway Dept., 262-567-2422
Police Dept., 262-567-1134
Building Inspector, 262-490-4141
www.summitvillage.org

Summit Village Hall • 37100 Delafield Road • Summit, WI 53066

MEMORANDUM

To: Village Board

From: Debbie Michael, Village Administrator-Clerk/Treasurer

Date: July 1, 2024

Re: CONSENT AGENDA: Letter of Credit Release Request – Lake Country Village – Phase VI

BACKGROUND: To release the letter of credit by the reduction of \$15,637.20 as requested by Neumann Development and recommended by Village Engineer.

ATTACHMENTS: Request, SEH Memorandum

FISCAL IMPACT: None

As part of the Consent Agenda Action: approve the reduction of letter of credit based on recommendation of the Village Engineer



Building a Better World
for All of Us™

June 18, 2024

RE: LCV Phase VI
Substantial Surety Release
Recommendation
SEH No. 176551 Task 3 14.00

Ms. Debbie Michael
Village Administrator
Village of Summit
37100 Delafield Road
Summit, WI 53066

Dear Debbie:

We received a request to release the surety/Letter of Credit being held by the Village for Lake Country Village Phase VI. Based on the request made by Neumann Development, Inc. (see Exhibit 1), and the observed work completed, the release of the financial surety is appropriate and recommended.

We recommend releasing the remaining \$15,637.20.

Please feel free to contact me with any questions or comments.

Sincerely,

Brian Pehl, PE
Senior Professional Engineer

btp

Attachment

c: Amy Barrows, Village Planner
Kamron Nash, Village DPW
Mike Court, Village Engineer
Kevin Anderson, Neumann Developments, Inc.

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Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 501 Maple Avenue, Delafield, WI 53018-9351

SEH is 100% employee-owned | sehinc.com | 262.646.6855 | 888.908.8166 fax



June 18, 2024

Debbie Michael, Village Administrator
Village of Summit
2911 N. Dousman Road
Oconomowoc, WI 53066

RE: Letter of Credit Release Request (Sidewalks)
Lake Country Village Phase 6

Dear Debbie,

Neumann Developments is submitting this request, on behalf of Lake Country Village, LLC, for a full release of the Letter of Credit as issued by Midland States Bank for the Lake Country Village Phase 6 subdivision in accordance with the Development Agreement.

We are requesting a reduction in the LOC for work completed as follows:

Current LOC	\$15,637.20
Requested Reduction	<u>(\$15,637.20)</u>
FULL RELEASE	\$0.00

This release of the LOC is being requested as all sidewalks have been completed on all lots in the subdivision. There were (3) remaining lots in the subdivision that required sidewalks; lots #264, 267 & 277, and that work is now complete. That said, we are requesting the surety be released and the original form of the Letter of Credit be returned to the lender.

If any additional information is required please feel free to contact me. Upon approval by the Village Board, please forward a written authorization for the RELEASE of the Letter of Credit and return the original document to the lender.

Sincerely,

Neumann Developments

Kevin Anderson

Cc: Brian Pehl, S.E.H.



Village Hall, 262-567-2757
Fax, 262-567-4115
Highway Dept., 262-567-2422
Police Dept., 262-567-1134
Building Inspector, 262-490-4141
www.summitvillage.org

Summit Village Hall • 37100 Delafield Road • Summit, WI 53066

MEMORANDUM

To: Village Board

From: Debbie Michael, Village Administrator-Clerk/Treasurer

Date: July 1, 2024

Re: CONSENT AGENDA: Letter of Credit Release Request – Interlaken Village – Phase 2

BACKGROUND: To release the letter of credit by the reduction of \$3,386.40 as requested by Neumann Development and recommended by Village Engineer.

ATTACHMENTS: Request, SEH Memorandum

FISCAL IMPACT: None

As part of the Consent Agenda Action: approve the reduction of letter of credit based on recommendation of the Village Engineer



Building a Better World
for All of Us™

June 18, 2024

RE: Interlaken Village Phase 2
Letter of Credit Release
SEH No. 176551 Task 3 14.00

Ms. Debbie Michael
Village Administrator
Village of Summit
37100 Delafield Road
Summit, WI 53066

Dear Debbie:

We have reviewed the request to release the remainder of the Letter of Credit for the Interlaken Village Phase 2 as submitted by Neumann Developments, Inc. and attached as Exhibit 1.

We have verified that the sidewalk for Phase 2 of the Interlaken Village development has been completed and that that release of the financial guarantee is appropriate. We recommend that the \$3,386.40 remaining in the guarantee be released.

Please feel free to contact me with any questions or comments.

Sincerely,

Brian Pehl, PE
Senior Professional Engineer
bp
Attachment

c: Amy Barrows, Village Planner
Mike Court, SEH/Village Engineer
Kevin Anderson, Neumann Developments, Inc.

q:\p\ts\summit\136774\7-const-svcs\loc and d\loc\interlaken village\phase 2\release\136774_interlaken village ph.2 letter of credit release 06-18-2024.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 501 Maple Avenue, Delafield, WI 53018-9351
SEH is 100% employee-owned | sehinc.com | 262.646.6855 | 888.908.8166 fax



June 18, 2024

Debbie Michael, Village Administrator
Village of Summit
2911 N. Dousman Road
Oconomowoc, WI 53066

RE: Letter of Credit Release Request (Sidewalks)
Interlaken Village Phase 2

Dear Debbie,

Neumann Developments is submitting this request, on behalf of Lake Country Village, LLC, for a full release of the Letter of Credit as issued by Midland States Bank for the Interlaken Village Phase 2 subdivision in accordance with the Development Agreement.

We are requesting a reduction in the LOC for work completed as follows:

Current LOC	\$3,386.40
Requested Reduction	<u>(\$3,386.40)</u>
FULL RELEASE	\$0.00

This release of the LOC is being requested as sidewalks have been completed on all lots in the subdivision. There was (1) remaining lot in the subdivision; Lot 21 and that work is now completed. That said, we are requesting the surety be released and the original form of the Letter of Credit be returned to the lender.

If any additional information is required please feel free to contact me. Upon approval by the Village Board, please forward a written authorization for the RELEASE of the Letter of Credit and return the original document to the lender.

Sincerely,

Neumann Developments

Kevin Anderson

Cc: Brian Pehl, S.E.H.



Village Hall, 262-567-2757
Fax, 262-567-4115
Highway Dept., 262-567-2422
Police Dept., 262-567-1134
Building Inspector, 262-490-4141

Summit Village Hall • 37100 Delafield Road • Summit, WI 53066

PUBLIC HEARING NOTICE

VILLAGE OF SUMMIT, WISCONSIN

Thursday, July 11, 2024

Please be advised that in accordance with § 66.1001 Wisconsin Statutes, this Class I notice provides notification that the Village of Summit Village Board will be convening a public hearing on **Thursday, July 11, 2024, at 6:30 p.m.**, at the Summit Village Hall located at 37100 Delafield Road, Summit, Wisconsin. The purpose of this hearing is to receive and respond to comments regarding a request by Margaret Daigneau, applicant on behalf of Lake Country Classical Academy, to amend the Village of Summit Future Land Use Map, which is part of the Village of Summit 2045 Comprehensive Plan, from the Industrial/Business Park category to the Institutional category in order to accommodate a day school on property currently owned by Pabst Farms Land Company located in the northwest corner of Pabst Farms Boulevard and N. Sawyer Road (SUMT0629998011). The property is more specifically described as Lot 2 of Certified Survey Map No. 11510, Book 114, Page 310-319, part of the NE ¼ and SE ¼ of Section 14 and part of the SE ¼ and SW ¼ of Section 11, T7N R17E.

Information regarding this application is available for review at the Village of Summit Village Hall, 37100 Delafield Road, during regular business hours. Citizens with written comments regarding these public hearings may email those comments to the Village Deputy Clerk at deputyclerk@summitvillage.org or by using this link: <https://summitvillage.org/contact-us/> and those comments will be included in the meeting packet. The deadline to receive written comments is noon on Thursday, July 4, 2024. Verbal comments may be provided at the meeting. For more information regarding this public hearing, please contact Amy Barrows, Village Planner, at the Summit Village Hall (262) 567-2757.

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the ~~st~~ated meeting to gather information; no action will be taken by any other governmental body except by the Village Board.

All interested parties will be heard.

VILLAGE OF SUMMIT

Amy Barrows, Village Planner

Published: Waukesha Freeman June 11, 2024



Village Hall, 262-567-2757
Fax, 262-567-4115
Highway Dept., 262-567-2422
Police Dept., 262-567-1134
Building Inspector, 262-490-4141

Summit Village Hall • 37100 Delafield Road • Summit, WI 53066

PUBLIC HEARING NOTICE

VILLAGE OF SUMMIT, WISCONSIN

Thursday, July 11, 2024

Please be advised that in accordance with § 66.1001 Wisconsin Statutes, a Class I notice was published in the Waukesha Freeman on June 11, 2024 providing notification that the Village of Summit Village Board will be convening a public hearing on **Thursday, July 11, 2024, at 6:30 p.m.**, at the Summit Village Hall located at 37100 Delafield Road, Summit, Wisconsin. This Class II notice is supplemental to that notice. The purpose of this hearing is to receive and respond to comments regarding a request by Margaret Daigneau, applicant on behalf of Lake Country Classical Academy, to amend the Village of Summit Future Land Use Map, which is part of the Village of Summit 2045 Comprehensive Plan, from the Industrial/Business Park category to the Institutional category in order to accommodate a day school on property currently owned by Pabst Farms Land Company located in the northwest corner of Pabst Farms Boulevard and N. Sawyer Road (SUMT0629998011). The property is more specifically described as Lot 2 of Certified Survey Map No. 11510, Book 114, Page 310-319, part of the NE ¼ and SE ¼ of Section 14 and part of the SE ¼ and SW ¼ of Section 11, T7N R17E.

Information regarding this application is available for review at the Village of Summit Village Hall, 37100 Delafield Road, during regular business hours. Citizens with written comments regarding this public hearing may email those comments to the Village Deputy Clerk at deputyclerk@summitvillage.org or by using this link: <https://summitvillage.org/contact-us/> and those comments will be included in the meeting packet. The deadline to receive written comments is noon on Thursday, July 4, 2024. Verbal comments may be provided at the meeting. For more information regarding this public hearing, please contact Amy Barrows, Village Planner, at the Summit Village Hall (262) 567-2757.

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the ~~above~~stated meeting to gather information; no action will be taken by any other governmental body except by the Village Board.

All interested parties will be heard.

VILLAGE OF SUMMIT
Amy Barrows, Village Planner

Published: Oconomowoc Enterprise June 20, 2024 & June 27, 2024



Village Hall, 262-567-2757
Fax, 262-567-4115
Highway Dept., 262-567-2422
Police Dept., 262-567-1134
Building Inspector, 262-490-4141
www.summitvillage.org

Summit Village Hall • 37100 Delafield Road • Summit, WI 53066

MEMORANDUM

To: Village Board

From: Amy Barrows, Planner

Date: July 11, 2024

Re: **Land Use Plan Amendment Request – Industrial/Business Park to Institutional**
NW Corner of Pabst Farms Blvd. & N. Sawyer Road (SUMT0629998011)

BACKGROUND:

The applicant is proposing to amend the future land use map category on the subject property from the Industrial/Business Park designation to the Institutional designation to accommodate the development of a K-12 day school campus with outdoor amenities, including athletic fields, parking, etc. The Plan Commission Staff Report, which includes a more detailed report regarding the property characteristics and proposed request, is included in the packet.

After providing notification to residents within 500 ft. of the subject property, considering feedback from the public, and discussing the request at the April and May Plan Commission meetings, the Plan Commission adopted Resolution No. 24-462 at their May meeting. The resolution recommends that Village Board adopt the amended Land Use Plan Map pursuant to Wisconsin Statutes Section 66.1001 subject to several conditions. The conditions are intended to preserve the Industrial/Business Park designation if the school is not pursued, ensure the property is zoned appropriately, and to ensure the agreement between the Village of Summit and City of Oconomowoc related to the treatment of wastewater is complied with. The resolution is included in the packet.

ATTACHMENTS:

- Draft Ordinance No. 132-2024
- Resolution No. 24-462
- 5/16/2024 Plan Commission Staff Report
- Property Map
- Existing Comprehensive Plan & Zoning Ordinance Language related to the existing and proposed land use categories and associated zoning districts
- Comprehensive Plan Goals, Objectives, and Policies Summary Document
- Village of Summit Land Use Plan Map
- City of Oconomowoc Land Use Plan Map
- Email from City of Oconomowoc Planner

Land Use Plan Amendment Request – LCCA

FISCAL IMPACT:

There are certain uses allowed in the business and institutional zoning districts that are tax exempt. Schools may or may not be tax exempt. The applicant has volunteered to make payments in lieu of taxes to offset the cost of community services. The applicant may volunteer, but the village cannot require, such payments.

RECOMMENDED MOTION:

At the recommendation of Plan Commission (Resolution No. 24-462), adopt the enclosed ordinance to amend the Future Land Use Map of the Village of Summit 2045 Comprehensive Plan from the Industrial/Business Park category to the Institutional category on property described as Lot 2 Certified Survey Map No. 11510, subject to Village Attorney review.

ORDINANCE NO. 132-2024

**AN ORDINANCE TO AMEND THE FUTURE LAND USE MAP OF THE VILLAGE
OF SUMMIT 2045 COMPREHENSIVE PLAN PURSUANT TO WISCONSIN
STATUTES SECTION 66.1001**

WHEREAS, Section 61.35 of Wisconsin Statutes applies the standards and requirements of Section 62.23 - City Planning - on Villages in the State of Wisconsin; and

WHEREAS, Section 62.23 (2), and (3) of Wisconsin Statutes provides that it shall be the function and duty of the Plan Commission to make and adopt a Master Plan for the physical development of the Village of Summit and environs, which, together with accompanying maps, plats, charts, and descriptive and explanatory matter, shall show the Plan Commission's recommendations for such physical development; and

WHEREAS, Section 62.23(3)(a) of the Wisconsin Statutes provides that the Plan shall be made "with the general purpose of guiding and accomplishing a coordinated, adjusted and harmonious development of the municipality which will, in accordance with existing and future needs, best promote public health, safety, morals, order, convenience, prosperity or the general welfare, as well as efficiency and economy in the process of development"; and

WHEREAS, in 1999, the Wisconsin Legislature enacted a comprehensive planning law, which is set forth in Section 66.1001 of the Wisconsin Statutes, that requires that master plans (which are referred to under Section 66.1001 as "comprehensive" plans; referred to herein as "comprehensive master plan") be completed and adopted by local governing bodies in order for a town, county, city, or village to enforce its zoning, subdivision, or official mapping ordinances; and

WHEREAS, the Town of Summit prepared such a plan in June, 2001, as one of the first comprehensive master plans approved under Section 66.1001 of Wisconsin Statutes, with the recommendation that the Plan be reviewed and updated at the end of ten years; and

WHEREAS, Section 66.1001(2) of the Wisconsin Statutes sets forth specific requirements affecting the contents and procedures for adoption of a comprehensive master plan; and

WHEREAS, as of January 1, 2010, Sections 62.23(3)(b) and 66.1001(3) of the Wisconsin Statutes requires, in part, that Villages engaging in any of the following actions to take such actions in accordance with their comprehensive mast plan:

- Official mapping established or amended under Section 62.23(6) of the Wisconsin Statutes;

- Local subdivision regulation under Section 236.45 or 236.46 of the Wisconsin Statutes;
- Zoning ordinances and shoreland zoning ordinances enacted or amended under Section 61.35, 62.23(7) and 61.351 of the Wisconsin Statutes and other laws; and

WHEREAS, the Town of Summit was incorporated into the Village of Summit on July 29, 2010, taking on the responsibilities and authorities of the previous Town of Summit; and

WHEREAS, the Village Board, at the recommendation of the Village of Summit Plan Commission approved the Village of Summit Master Plan 2020 on November 3, 2011; and

WHEREAS, the Village Board, at the recommendation of the Village of Summit Plan Commission have approved amendments to the Village of Summit Master Plan 2020; and

WHEREAS, the Village Board, at the recommendation of the Village of Summit Plan Commission approved a “comprehensive update to the Plan that was published and posted on September 8, 2023, titled “Village of Summit 2045 Comprehensive Plan”; and

WHEREAS, the Village of Summit has received a request from a petitioner to amend the Future Land Use Map of the Village of Summit 2045 Comprehensive Plan to amend the designation of approximately 41.77 acres of vacant land located in the northwest corner of Pabst Farms Boulevard and N. Sawyer Road (CTH P), more specifically described as Lot 2 Certified Survey Map No. 11510, Book 114, Page 310-319, part of the NE ¼ and SE ¼ of Section 14 and part of the SE ¼ and SW ¼ of Section 11, T7N, R17E (SUMT0629998011) (the “subject property”) from the Industrial/Business Park category to the Institutional category; and

WHEREAS, the subject property owner and the residents of all properties within 500 feet of the subject property were notified of the April 18, 2024 Plan Commission meeting when the item was introduced and of the public hearing, in accordance with the adopted Public Participation Plan that is part of the Village of Summit 2045 Comprehensive Plan; and

WHEREAS, the Village of Summit Plan Commission found that the proposed amendment to the Future Land Use Map of the Village of Summit 2045 Comprehensive Plan is consistent with the purpose and intent of the comprehensive master plan and is compatible with surrounding properties; and

WHEREAS, the Village of Summit Plan Commission adopted Resolution # 24-462 recommending the Village Board adopt the amended Land Use Map pursuant to Wisconsin Statutes Section 66.1001; and

WHEREAS, the Village Clerk sent the adopted resolution, proposed amendment and related map(s), if applicable, to all entities listed in Wisconsin Statutes Section 66.1001(4)(b); and

WHEREAS, a Class 1 Public Notice was properly published in the Waukesha Freeman on June 11, 2022 for the public hearing that was conducted on July 11, 2024, in accordance with Wisconsin State Statutes Section 66.1001(4)(d); and

WHEREAS, a supplemental Class II Public Notice was published in the Oconomowoc Enterprise on June 20, 2024 & June 27, 2024; and

WHEREAS, the Village Board of the Village of Summit, having determined that all procedural requirements and notice requirements have been satisfied and having given the matter due consideration, and having based its determination on the effect of the land use amendment accomplishing coordinated and harmonious development of the village which, in accordance with existing and future needs, would in the opinion of the Village Board best promote public health, safety, morals, order, convenience, prosperity of the general welfare, as well as efficiency and economy in the process of development; and

NOW, THEREFORE, the Village Board of the Village of Summit, Waukesha County, Wisconsin, DO ORDAIN as follows:

SECTION 1: That the Future Land Use Map of the Village of Summit 2045 Comprehensive Plan be amended from the Industrial/Business Park category to the IN Institutional category on property described as Lot 2 Certified Survey Map No. 11510, Book 114, Page 310-319, part of the NE ¼ and SE ¼ of Section 14 and part of the SE ¼ and SW ¼ of Section 11, T7N, R17E (SUMT0629998011) provided the following conditions are met:

- 1) This Future Land Use Map amendment is not effective until such time the subject property is rezoned to the IN Institutional Zoning District and provided any necessary Conditional Use and/or other Permits being obtained to accommodate a K-12 day school campus with outdoor amenities.
- 2) The property shall have all necessary permits to operate a K-12 day school campus with outdoor amenities within one year of the Land Use Map Amendment being approved by the Village Board.
- 3) The property shall be developed and occupied within two years of the Land Use Map Amendment being approved by Village Board.
- 4) This Future Land Use Map amendment is not effective until such time Exhibit A of the Agreement for the Treatment of Wastewater Between the Town of Summit (now Village) and the City of Oconomowoc is amended to allow Institutional uses.

SECTION 2. FILING.

The Village Clerk is directed to provide a copy of this Ordinance that is hereby adopted, and any related map and descriptive materials related to the application, to the persons

and entities described in Wisconsin State Statutes Section 66.1001(4)(b), as required by Wisconsin State Statutes Section 66.1001(4)(c).

SECTION 3. SEVERABILITY.

The several sections of this Ordinance are declared to be severable. If any section or portion thereof shall be declared by a decision of competent jurisdiction to be invalid, unlawful or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision, and shall not affect the validity of any other provisions, sections or portions thereof of the Ordinance. The remainder of the Ordinance shall remain in full force and effect. Any other Ordinances whose terms are in conflict with the provisions of this Ordinance are hereby repealed as to those terms that conflict.

SECTION 3. EFFECTIVE DATE.

This Ordinance shall be in full force and effect from and after its passage and publication.

Passed and adopted this _____ day of _____, 2024.

VILLAGE OF SUMMIT

Jack Riley, Village President

ATTEST:

Debra J. Michael, Village Administrator-Clerk/Treasurer

Published and posted this _____ day of _____, 2024.

This instrument drafted by
Amy Barrows, Village Planner

Land Use Plan Amendment Request
4/18/24 Plan Commission Meeting
5/16/2024 Plan Commission Meeting
SUMT0629998011

Staff Report

Village of Summit, Wisconsin

Property Location: NW Corner of Pabst Farms Blvd. & N. Sawyer Rd.
Property Owner: Pabst Farms Land Company, LLC
Applicant: Margaret Daigneau, Lake Country Classical Academy
Current Zoning: A-1 Agricultural (35 acres +)
Current Land Use: Industrial/Business Park
Proposed Land Use: Institutional
Tax Key Number: SUMT0629998011

Possible Motion: *Motion to adopt the enclosed resolution recommending that Village Board approve the proposed Village of Summit Future Land Use Map amendment of the Village of Summit 2045 Comprehensive Plan from the Industrial/Business Park designation to the Institutional designation on property located in the northwest corner of the Pabst Farms Boulevard and N. Sawyer Road intersection, more specifically Lot 2 of CSM 11510, located in Section 14, T7N, R17E, Village of Summit.*

Summary:

The subject property is 41.77 acres in size and is part of the Pabst Farms holdings. The property is in Utility District #3, Pabst Farms Utility District, and will be served by public sewer and water. The property is also part of the Pabst Farms Joint Stormwater Management District.

The applicant is proposing to amend the future land use map category on the subject property from the Industrial/Business Park designation to the Institutional designation to accommodate development of a K-12 day school campus with outdoor amenities, including athletic fields, parking, etc. Since the applicant's proposal would potentially allow the applicant to pursue a Conditional Use request for a day school, discussion related to the applicant's proposed operation should not occur during the meeting. Discussion related to the proposed development/operation of the site should occur during the public hearing of such Conditional Use application.

The Village of Summit 2045 Comprehensive Plan states that the industrial/business park designation is designated for areas with light to medium intensity business uses such as corporate office facilities, light manufacturing and warehousing. Medium to heavy intensity uses such as large manufacturing facilities or chemical processing are not permitted. Additional provisions are stated in the plan. The institutional designation includes areas of governmental, educational,

religious, or medical uses. The plan suggests that zoning code amendments be considered to ensure that the uses identified in the institutional classification are allowed as permitted and/or conditional uses within the Institutional Zoning District. In order for the uses to be allowed in each of these land use designations, the subject property in question would need to be rezoned accordingly. The BP Business Park Zoning District most aligns with the Industrial/Business Park land use designation and the IN Institutional Zoning District most aligns with the Institutional land use designation. Plan Commission should consider if the proposed uses in the Institutional land use designation and IN Institutional Zoning District category align with the goals, objectives, and policies of the comprehensive plan. The land use designations from the comprehensive plan and the zoning district permitted and conditional uses, as well as a summary of the goals, objectives, and policies from the comprehensive plan are included in the electronic packet for review.

The Village of Summit and City of Oconomowoc Land Use Plan Maps are included in the electronic packet. A summary of changes made by the City of Oconomowoc since the preparation of the 2019 map is also included in the electronic packet.

In accordance with the provisions of the Public Participation Plan that was adopted as part of the Village of Summit 2045 Comprehensive Plan, all residents within 500 ft. were notified of the April Plan Commission meeting. Public input was provided and considered by the Plan Commission. Minutes from the meeting are included in the packet. Public input will also be available at the May Plan Commission meeting. If the Plan Commission adopts a resolution recommending an amendment to the land use plan map, a public hearing will take place at Village Board, which may occur jointly with Plan Commission.

At the April Plan Commission meeting, the Planner was advised to draft a resolution for consideration including restrictions related to a project completion deadline and the intended use being specified and subject to a rezone and potentially a Conditional Use. Other concerns included traffic impacts, fiscal impacts, and property ownership. Plan Commission stated that drafting of a resolution does not ensure support. **The resolution will be added to the packet in advance of the meeting.**

VILLAGE OF SUMMIT

WAUKESHA COUNTY

COPY

STATE OF WISCONSIN

PLAN COMMISSION OF THE
VILLAGE OF SUMMIT, WISCONSIN

RESOLUTION NO. 24-462

**RESOLUTION RECOMMENDING AN AMENDMENT TO
THE FUTURE LAND USE MAP OF THE VILLAGE OF
SUMMIT 2045 COMPREHENSIVE PLAN PURSUANT TO
WISCONSIN STATUTES SECTION 66.1001**

WHEREAS, Section 61.35 of Wisconsin Statutes applies the standards and requirements of Section 62.23 - City Planning - on Villages in the State of Wisconsin; and

WHEREAS, Section 62.23 (2), and (3) of Wisconsin Statutes provides that it shall be the function and duty of the Plan Commission to make and adopt a Master Plan, herein referred to as "Plan", for the physical development of the Village of Summit and environs, which, together with the accompanying maps, plats, charts, and descriptive and explanatory matter, shall show the Plan Commission's recommendations for such physical development; and

WHEREAS, Section 62.23(3)(a) of the Wisconsin Statutes provides that the Plan shall be made "with the general purpose of guiding and accomplishing a coordinated, adjusted and harmonious development of the municipality which will, in accordance with existing and future needs, best promote public health, safety, morals, order, convenience, prosperity or the general welfare, as well as efficiency and economy in the process of development"; and

WHEREAS, in 1999, the Wisconsin Legislature enacted a comprehensive planning law, which is set forth in Section 66.1001 of the Wisconsin Statutes, that requires that master plans (which are referred to under Section 66.1001 as "comprehensive" plans; referred to herein as "comprehensive master plan") be completed and adopted by local governing bodies in order for a town, county, city, or village to enforce its zoning, subdivision, or official mapping ordinances; and

WHEREAS, the Town of Summit prepared such a plan in June, 2001, as one of the first comprehensive master plans approved under Section 66.1001 of Wisconsin Statutes, with the recommendation that the Plan be reviewed and updated at the end of ten years; and

WHEREAS, Section 66.1001(2) of the Wisconsin Statutes sets forth specific requirements affecting the contents and procedures for adoption of a comprehensive master plan; and

WHEREAS, as of January 1, 2010, Sections 62.23(3)(b) and 66.1001(3) of the Wisconsin Statutes require, in part, that Villages engaging in any of the following actions to take such actions in accordance with their comprehensive master plan:

- Official mapping established or amended under Section 62.23(6) of the Wisconsin Statutes;
- Local subdivision regulation under Section 236.45 or 236.46 of the Wisconsin Statutes;
- Zoning ordinances and shoreland zoning ordinances enacted or amended under Section 61.35, 62.23(7) and 61.351 of the Wisconsin Statutes and other laws; and

WHEREAS, the Town of Summit was incorporated into the Village of Summit on July 29, 2010, taking on the responsibilities and authorities of the previous Town of Summit; and

WHEREAS, the Village Board, at the recommendation of the Village of Summit Plan Commission approved the Village of Summit Master Plan 2020 on November 3, 2011; and

WHEREAS, the Village Board, at the recommendation of the Village of Summit Plan Commission have approved amendments to the Village of Summit Master Plan 2020; and

WHEREAS, the Village Board, at the recommendation of the Village of Summit Plan Commission approved a comprehensive update to the Plan that was published and posted on September 8, 2023, titled "Village of Summit 2045 Comprehensive Plan"; and

WHEREAS, the Village of Summit has received a request from a petitioner to amend the Future Land Use Map of the Village of Summit 2045 Comprehensive Plan to amend the designation of approximately 41.77 acres of vacant land located in the northwest corner of Pabst Farms Boulevard and N. Sawyer Road (CTH P), more specifically described as Lot 2 Certified Survey Map No. 11510, Book 114, Page 310-319, part of the NE ¼ and SE ¼ of Section 14 and part of the SE ¼ and SW ¼ of Section 11, T7N, R17E (SUMT0629998011) (the "subject property") from the Industrial/Business Park category to the Institutional category; and

WHEREAS, the subject property owner and the owners of all properties within 500 feet of the subject property were notified of the April 18, 2024 Plan Commission meeting when the item was introduced and will be notified of the public hearing concerning the proposed amendment that will take place at a future Village Board meeting, in accordance with the adopted Public Participation Plan that is part of the Village of Summit 2045 Comprehensive Plan; and

WHEREAS, the Village of Summit Plan Commission finds that the proposed amendment to the Future Land Use Map of the Village of Summit 2045 Comprehensive Plan is consistent with the purpose and intent of the comprehensive master plan and is compatible with surrounding properties; and

WHEREAS, the Village of Summit Plan Commission recommends the Village Board adopt the amended Land Use Map pursuant to Wisconsin Statutes Section 66.1001; and

WHEREAS, the Village Clerk is directed to send the adopted resolution, proposed amendment and map(s) to all entities listed in Wisconsin Statutes Section 66.1001(4)(b).

NOW, THEREFORE, BE IT RESOLVED by Village Plan Commission of the Village of Summit, Wisconsin that the amendment to the Future Land Use Map of the Village of Summit 2045 Comprehensive Plan from the Industrial/Business Park category to the Institutional category on property described as Lot 2 Certified Survey Map No. 11510, Book 114, Page 310-319, part of the NE ¼ and SE ¼ of Section 14 and part of the SE ¼ and SW ¼ of Section 11, T7N, R17E (SUMT0629998011), is hereby recommended for adoption per Wisconsin Statutes Section 66.1001(4)(b) by a majority vote of the entire Plan Commission provided the following conditions are met:

- 1) This Future Land Use Map amendment is not effective until such time the subject property is rezoned to the IN Institutional Zoning District and provided any necessary Conditional Use and/or other Permits being obtained to accommodate a K-12 day school campus with outdoor amenities.
- 2) The property shall have all necessary permits to operate as a K-12 day school campus with outdoor amenities within one year of the Land Use Map Amendment being approved by Village Board.
- 3) The property shall be developed and occupied within two years of the Land Use Map Amendment being approved by Village Board.
- 4) This Future Land Use Map amendment is not effective until such time Exhibit A of the Agreement for the Treatment of Wastewater Between the Town of Summit (now Village) and the City of Oconomowoc is amended to allow Institutional uses.

BE IT FURTHER RESOLVED that action taken by the Village of Summit Plan Commission is recorded by the identifying signature of the Village Administrator/Clerk-Treasurer.

Adopted and approved this 16th day of May, 2024.



VILLAGE OF SUMMIT PLAN COMMISSION

By: 
James Siepmann, Commission Chairman

By: 
Debra Michael, Village Administrator/Clerk-Treasurer

This resolution was approved on a motion by Commissioner Kaja, seconded by Commissioner Murray, and as voted on as set forth below, with the affirmation of votes of not less than a majority of all the members of the Village of Summit Plan Commission being required for adoption:

Jim Siepmann	<u>Y</u>
Jim Petronovich	<u>Y</u>
Paul Schmitter	<u>Y</u>
Matt Katz	<u>absent</u>

Sandra Murray	<u>Y</u>
Jay Obenberger	<u>Y</u>
Annette Kaja	<u>Y</u>
Alternate Joan Gucciardi	<u>absent</u>

4254132



REC'D MAR 19 2024

CERTIFIED SURVEY MAP NO. 11510

BEING A DIVISION OF PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4, SOUTHWEST 1/4 AND NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 14, PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 11, PART OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 11 AND PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 14, ALL IN TOWNSHIP 7 NORTH, RANGE 17 EAST, IN THE VILLAGE OF SUMMIT, WAUKESHA COUNTY, WISCONSIN.

PREPARED BY:

TRIO ENGINEERING, LLC
12660 W. NORTH AVENUE, BLDG. "D"
BROOKFIELD, WI 53005
PHONE: 262-790-1480
FAX: 262-790-1481

OVERALL DETAIL SHEET

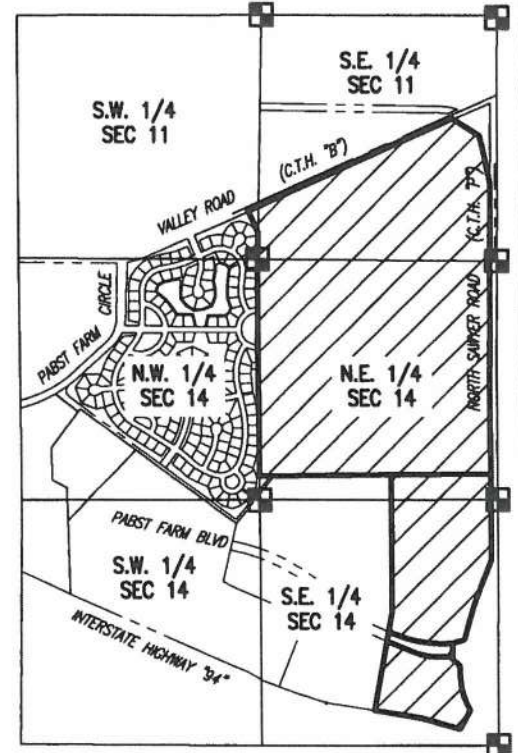
OWNERS:

PABST FARM LAND COMPANY R, LLC
P.O. BOX 508
RICHMOND, IL 60071

PABST FARM LAND COMPANY C, LLC
BOX 508
RICHMOND, IL 60071

NOTES:

- ALL BEARINGS ARE REFERENCED TO GRID NORTH OF THE WISCONSIN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE (NAD-27), IN WHICH THE EAST LINE OF THE N.E. 1/4 OF SECTION 14, TOWN 7 NORTH, RANGE 17 EAST, BEARS N00°05'25"E.



LOCALITY MAP:

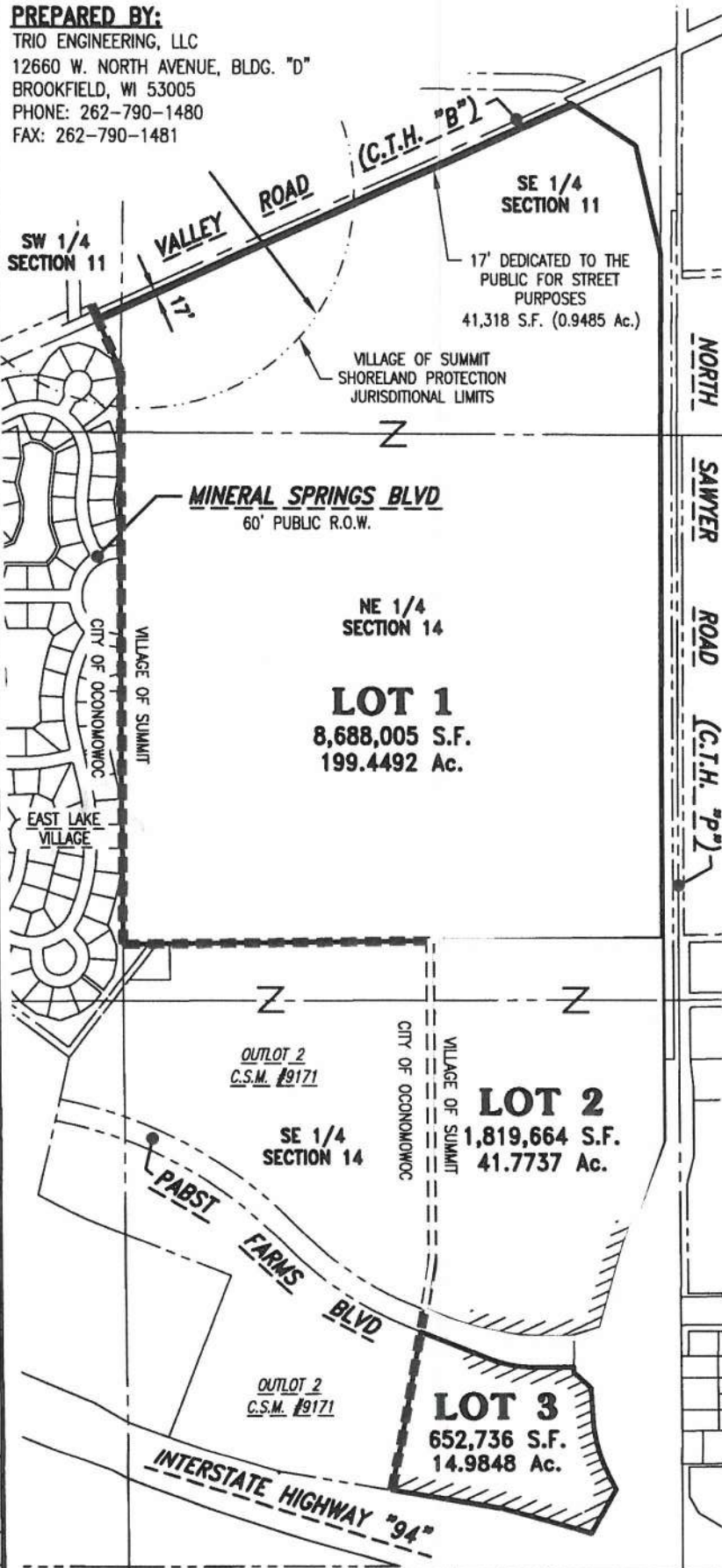
S.E. 1/4 & S.W. 1/4 SEC. 11,
ALL OF SECTION 14
T. 7 N., R. 17 E.
SCALE: 1"=2000'



REV. 12-21-2016

JOB NO. 16-014-953-01
SHEET 1 OF 10

310



SCALE: 1"=750'

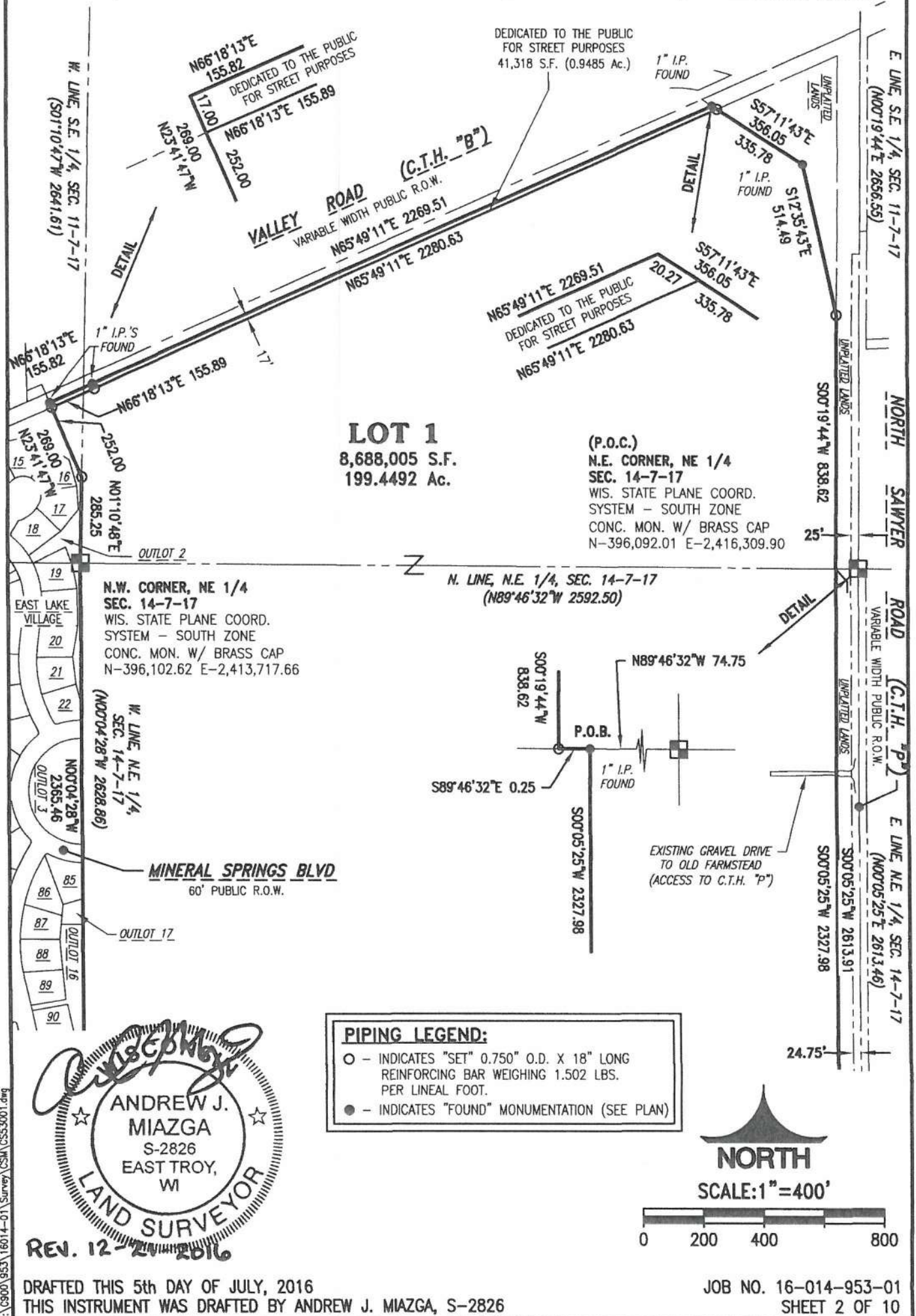
0 325 750 1500

/// DENOTES NO ACCESS
(SEE SHEET 3 OF 10)

DRAFTED THIS 5th DAY OF JULY, 2016
THIS INSTRUMENT WAS DRAFTED BY ANDREW J. MIAZGA, S-2826

CERTIFIED SURVEY MAP NO. 11510

BEING A DIVISION OF PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4, SOUTHWEST 1/4 AND NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 14, PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 11, PART OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 11 AND PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 14, ALL IN TOWNSHIP 7 NORTH, RANGE 17 EAST, IN THE VILLAGE OF SUMMIT, WAUKESHA COUNTY, WISCONSIN.



CERTIFIED SURVEY MAP NO. 11510

BEING A DIVISION OF PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4, SOUTHWEST 1/4 AND NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 14, PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 11, PART OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 11 AND PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 14, ALL IN TOWNSHIP 7 NORTH, RANGE 17 EAST, IN THE VILLAGE OF SUMMIT, WAUKESHA COUNTY, WISCONSIN.

PIPING LEGEND:

- - INDICATES "SET" 0.750" O.D. X 18" LONG REINFORCING BAR WEIGHING 1.502 LBS. PER LINEAL FOOT.
- - INDICATES "FOUND" MONUMENTATION (SEE PLAN)

LOT 1
8,688,005 S.F.
199.4492 Ac.

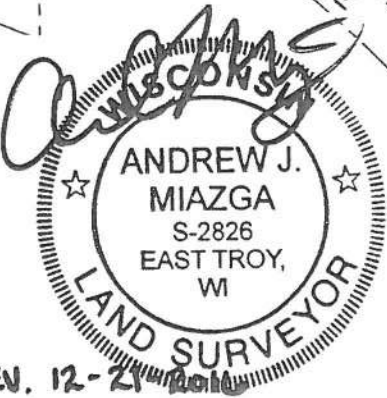
CURVE TABLE: (SEE SHEET 4)

NO.	RADIUS	DELTA	ARC	CHORD	CHORD BEARING	TANGENT IN	TANGENT OUT
C1	1380.50	26°25'41"	636.76	631.13	N81°10'20"W	S85°36'50"W	N67°57'29"W
C2	636.50	22°46'51"	253.07	251.41	S79°20'55"E	S67°57'29"E	N89°15'39"E
C3	760.00	28°05'13"	372.56	368.84	S16°59'30"E	S02°56'54"E	S31°02'06"E

S.E. CORNER, NE 1/4 SEC. 14-7-17
WIS. STATE PLANE COORD. SYSTEM - SOUTH ZONE
CONC. MON. W/ BRASS CAP
N-393,479.24 E-2,416,305.78

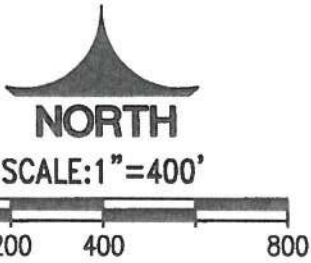
S.W. CORNER, NE 1/4 SEC. 14-7-17
WIS. STATE PLANE COORD. SYSTEM - SOUTH ZONE
CONC. MON. W/ BRASS CAP
N-393,474.00 E-2,413,721.08

LOT 2
1,819,664 S.F.
41.7737 Ac.



REV. 12-21-2010

DRAFTED THIS 5th DAY OF JULY, 2016
THIS INSTRUMENT WAS DRAFTED BY ANDREW J. MIAZGA, S-2826



JOB NO. 16-014-953-01
SHEET 3 OF 10

H:\0900\953\16014-01\Survey\CSM\CS55001.dwg

CERTIFIED SURVEY MAP NO. 11510

BEING A DIVISION OF PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4, SOUTHWEST 1/4 AND NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 14, PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 11, PART OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 11 AND PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 14, ALL IN TOWNSHIP 7 NORTH, RANGE 17 EAST, IN THE VILLAGE OF SUMMIT, WAUKESHA COUNTY, WISCONSIN.

LOT 1
8,688,005 S.F.
199.4492 Ac.

S.E. CORNER, NE 1/4
SEC. 14-7-17
WIS. STATE PLANE COORD.
SYSTEM - SOUTH ZONE
CONC. MON. W/ BRASS CAP
N-393,479.24 E-2,416,305.78

S.W. CORNER, NE 1/4
SEC. 14-7-17
WIS. STATE PLANE COORD.
SYSTEM - SOUTH ZONE
CONC. MON. W/ BRASS CAP
N-393,474.00 E-2,413,721.08

LOT 2
1,819,664 S.F.
41.7737 Ac.

NOTE:
SEE SHEET 3 FOR CURVE TABLE DATA

LOT 3
652,736 S.F.
14.9848 Ac.

LINE TABLE:		
Line #	BEARING	LENGTH
L1	S00°46'11"W	3.87'
L2	S00°46'11"W	24.85'
L3	S47°18'23"E	107.86'

DENOTES NO ACCESS

OUTLOT 2
C.S.M. #9171

INTERSTATE HIGHWAY "94"
VARIABLE WIDTH PUBLIC R.O.W.

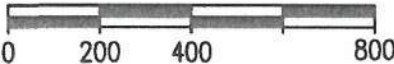
S. LINE, S.E. 1/4, SEC. 14-7-17

S.E. CORNER, SE 1/4
SEC. 14-7-17
WIS. STATE PLANE COORD.
SYSTEM - SOUTH ZONE
CONC. MON. W/ BRASS CAP
N-393,479.24 E-2,416,305.78

PIPING LEGEND:

- - INDICATES "SET" 0.750" O.D. X 18" LONG REINFORCING BAR WEIGHING 1.502 LBS. PER LINEAL FOOT.
- - INDICATES "FOUND" MONUMENTATION (SEE PLAN)

SCALE: 1" = 400'



NORTH

REV. 12-21-2016

DRAFTED THIS 5th DAY OF JULY, 2016
THIS INSTRUMENT WAS DRAFTED BY ANDREW J. MIAZGA, S-2826

JOB NO. 16-014-953-01
SHEET 4 OF 10

CERTIFIED SURVEY MAP NO. 11510

BEING A DIVISION OF PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4, SOUTHWEST 1/4 AND NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 14, PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 11, PART OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 11 AND PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 14, ALL IN TOWNSHIP 7 NORTH, RANGE 17 EAST, IN THE VILLAGE OF SUMMIT, WAUKESHA COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE:

STATE OF WISCONSIN)
)ss
COUNTY OF WAUKESHA)

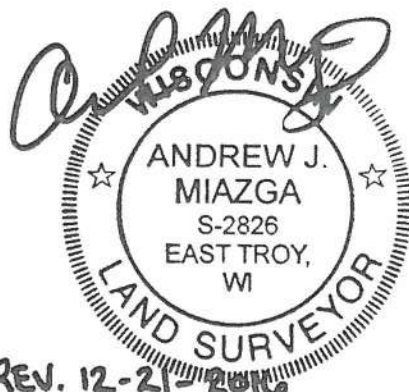
I, Andrew J Miazga, Professional Land Surveyor, do hereby certify:

That I have surveyed, divided and mapped a division of a part of the Northeast 1/4, Southeast 1/4, Southwest 1/4 and Northwest 1/4 of the Northeast 1/4 of Section 14, part of the Northeast 1/4, Southeast 1/4 and Southwest 1/4 of the Southeast 1/4 of Section 11, part of the Southeast 1/4 of the Southwest 1/4 of Section 11 and part of the Northeast 1/4, Southeast 1/4 and Southwest 1/4 of the Southeast 1/4 of Section 14, all in Township 7 North, Range 17 East, in the Village of Summit, Waukesha County, Wisconsin, now being more particularly bounded and described as follows:

Commencing at the Northeast Corner of the Northeast 1/4 of said Section 14; Thence North 89°46'32" West along the North line of said 1/4 Section a distance of 74.75 feet to the place of beginning of lands hereinafter described;

Thence South 00°05'25" West along a line 74.75 feet West of and parallel to the East line of the said 1/4 Section 2613.91 feet to a point in the South line of said 1/4 Section; Thence South 00°03'14" West 275.93 feet to a point on the West line of "North Sawyer Road" (C.T.H. "P"); Thence South 00°04'21" West along said West line 373.82 feet to a point; Thence South 21°14'23" West along said West line 525.53 feet to a point; Thence South 15°57'29" West along said West line 394.78 feet to a point on the North line of "Pabst Farms Boulevard"; Thence South 73°59'10" West along said North line 132.06 feet to a point; Thence South 00°46'11" West along said North line 3.87 feet to a point, said point being "POINT A"; Thence Northwesterly 636.76 feet along said North line and the arc of a curve whose center lies to the North, whose radius is 1380.50 feet and whose chord bears North 81°10'20" West 631.13 feet to a point; Thence North 67°57'29" West along said North line 75.41 feet to a point on the East line of Outlot 2 of Certified Survey Map No. 9171; Thence North 10°23'45" East along said East line 212.33 feet to a point; Thence North 00°05'25" East along said East line 1500.00 feet to a point on the North line of said Outlot; Thence South 89°21'00" West along said North line 1431.10 feet to a point on the West line of said 1/4 Section; Thence North 00°04'28" West along said West line 2365.46 feet to the Northwest corner of the Northeast 1/4 of said Section 14; Thence North 01°10'48" East along the West line of the Southeast 1/4 of Section 11 a distance of 285.25 feet to a point in the East line of "East Lake Subdivision"; Thence North 23°41'47" West along said East line 269.00 feet to a point on the South Right-of-Way line of "Valley Road" (C.T.H. "B"); Thence North 66°18'13" East along said South line 155.82 feet to a point; Thence North 65°49'11" East 2269.51 feet to a point; Thence South 57°11'43" East 356.05 feet to a point; Thence South 12°35'43" East 514.49 feet to a point, said point being 75.00 feet West of the East line of the Southeast 1/4 of Said Section 11; Thence South 00°19'44" West along a line being 75.00 feet West of and parallel to said East line 838.62 feet to a point on the South line of said 1/4 Section; Thence South 89°46'32" East along said South line 0.25 feet to the point of beginning of this description.

CONTINUED ON SHEET 6



REV. 12-21-2016

Drafted this 5th Day of JULY, 2016

THIS INSTRUMENT WAS DRAFTED BY ANDREW J. MIAZGA, S-2826

Job. No. 16-014-953-01

SHEET 5 OF 10

CERTIFIED SURVEY MAP NO. 11510

BEING A DIVISION OF PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4, SOUTHWEST 1/4 AND NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 14, PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 11, PART OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 11 AND PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 14, ALL IN TOWNSHIP 7 NORTH, RANGE 17 EAST, IN THE VILLAGE OF SUMMIT, WAUKESHA COUNTY, WISCONSIN.

ALSO:

Commencing at said "POINT A"; Thence South 00°46'11" West 141.28 feet to a point in the West line of "North Sawyer Road" (C.T.H. "P"), said point being the place of beginning of lands hereinafter described;

Thence South 00°46'11" West along said West line 24.85 feet to a point; Thence South 47°18'23" East along said West line 107.86 feet to a point; Thence South 02°56'54" East along said West line 134.11 feet to a point; Thence Southeasterly 372.56 feet along said West line and the arc of a curve whose center lies to the Northeast, whose radius is 760.00 feet and whose chord bears South 16°59'30" East 368.84 feet to a point; Thence South 30°11'48" West along said West line 230.48 feet to a point on the North line of "Interstate Highway 94"; Thence North 74°47'42" West along said North line 426.13 feet a point; Thence North 80°40'39" West along said North line 521.72 feet to a point on the East line of Outlot 2 of Certified Survey Map No. 9171; Thence North 10°23'45" East along said East line 766.17 feet to a point on the South line of "Pabst Farms Boulevard"; Thence South 67°57'29" East along said South line 324.11 feet to a point; Thence Southeasterly 253.07 feet along said South line and the arc of a curve whose center lies to the North, whose radius is 636.50 feet and whose chord bears South 79°20'55" East 251.41 feet to a point; Thence North 89°15'39" East along said South line 162.60 feet to the point of beginning of this description.

The Gross area of said Parcel contains 11,201,723 Square Feet (or 257.1562 Acres) of land, more or less. The Net area of said Parcel after the Right-of-Way dedication of "Valley Road" (C.T.H. "B") contains 11,160,405 Square Feet (or 256.2077 Acres) of land, more or less

That I have made such survey, land division and map by the direction of **Pabst Farms Land Company R, LLC and Pabst Farms Land Company C, LLC**, owners of said lands.

That such map is a correct representation of all the exterior boundaries of the land surveyed and the land division thereof made.

That I have fully complied with the provisions of Chapter 236 of the Wisconsin Statutes and the Subdivision Regulations of the Village of Summit in surveying, dividing and mapping the same.

Dated this 5th day of JULY, 20 16.

REVISED: 12-21-2016



Andrew J. Miazga
 Andrew J. Miazga, P.L.S.
 Professional Land Surveyor, S-2826

TRIO ENGINEERING, LLC
 12660 W. North Avenue, Building "D"
 Brookfield, WI 53005
 Phone: (262)790-1480 Fax: (262)790-1481

Drafted this 5th Day of JULY, 2016

THIS INSTRUMENT WAS DRAFTED BY ANDREW J. MIAZGA, S-2826

Job. No. 16-014-953-01

SHEET 6 OF 10

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CERTIFIED SURVEY MAP NO. 11510

BEING A DIVISION OF PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4, SOUTHWEST 1/4 AND NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 14, PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 11, PART OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 11 AND PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 14, ALL IN TOWNSHIP 7 NORTH, RANGE 17 EAST, IN THE VILLAGE OF SUMMIT, WAUKESHA COUNTY, WISCONSIN.

CORPORATE OWNER'S CERTIFICATE OF Lot 1 and Part of Lot 2:

PABST FARMS LAND COMPANY R, LLC, a Limited Liability Company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said Limited Liability Company has caused the land described on this map to be surveyed, divided, mapped and dedicated as represented on this map in accordance with the provisions of Chapter 236 of the Wisconsin Statutes and the Subdivision Regulations of the Village of Summit, this 23rd day of December, 20 16.

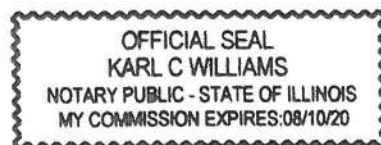
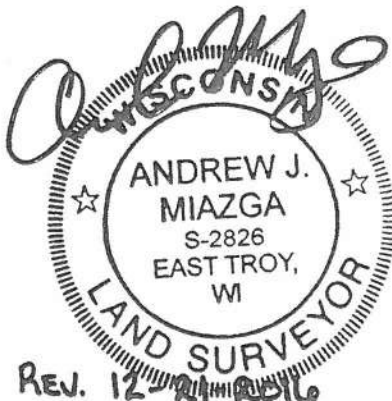
PABST FARMS LAND COMPANY R, LLC

[Signature] MANAGER

STATE OF ILLINOIS)
~~WISCONSIN~~) ss
COUNTY OF LAKE)

Personally came before me this 23rd day of DECEMBER, 20 16, PERIN BELL MANAGER, Member of the above named Limited Liability Company, to me known to be the person who executed the foregoing instrument, and to me known to be such Member of said Limited Liability Company, and acknowledged that he executed the foregoing instrument as such officer as the deed of said Limited Liability Company, by its authority.

[Signature]
Print Name: KARL C WILLIAMS
Notary Public, LAKE County, ILL
My commission expires: 8-10-2020



CERTIFIED SURVEY MAP NO. 11510

BEING A DIVISION OF PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4, SOUTHWEST 1/4 AND NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 14, PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 11, PART OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 11 AND PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 14, ALL IN TOWNSHIP 7 NORTH, RANGE 17 EAST, IN THE VILLAGE OF SUMMIT, WAUKESHA COUNTY, WISCONSIN.

CORPORATE OWNER'S CERTIFICATE OF Part of Lot 2 and Lot 3:

PABST FARMS LAND COMPANY C, LLC, a Limited Liability Company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said Limited Liability Company has caused the land described on this map to be surveyed, divided and mapped as represented on this map in accordance with the provisions of Chapter 236 of the Wisconsin Statutes and the Subdivision Regulations of the Village of Summit, this 23rd day of December, 20 16.

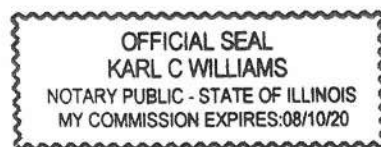
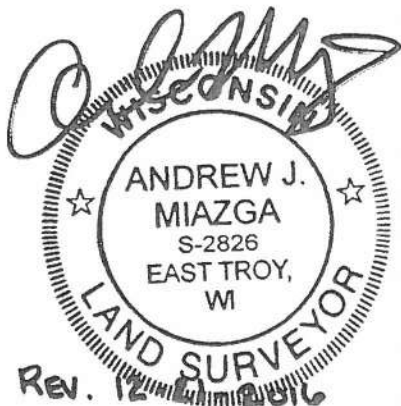
PABST FARMS LAND COMPANY C, LLC



ILLINOIS
STATE OF ~~WISCONSIN~~)
) ss
COUNTY OF LAKE)

Personally came before me this 23rd day of DECEMBER, 20 16, PETER BELL MANAGAN, Member of the above named Limited Liability Company, to me known to be the person who executed the foregoing instrument, and to me known to be such Member of said Limited Liability Company, and acknowledged that he executed the foregoing instrument as such officer as the deed of said Limited Liability Company, by its authority.


Print Name: KARL C WILLIAMS
Notary Public, LAKE County, #11
My commission expires: 8-10-2020



Drafted this 5th Day of JULY, 2016

THIS INSTRUMENT WAS DRAFTED BY ANDREW J. MIAZGA, S-2826

Job. No. 16-014-953-01

SHEET 8 OF 10

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CERTIFIED SURVEY MAP NO. 11510

BEING A DIVISION OF PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4, SOUTHWEST 1/4 AND NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 14, PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 11, PART OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 11 AND PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 14, ALL IN TOWNSHIP 7 NORTH, RANGE 17 EAST, IN THE VILLAGE OF SUMMIT, WAUKESHA COUNTY, WISCONSIN.

CONSENT OF CORPORATE MORTGAGEE:

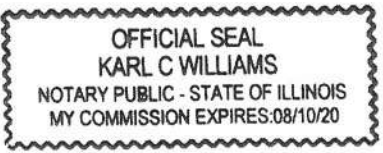
PMD FINANCIAL, a corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, mortgagee of the above described land, does hereby consent to the surveying, dividing, mapping and dedicating of the land described on this Certified Survey Map, and does hereby consent to the above certificate of PABST FARMS LAND COMPANY R, LLC, owner, this 23 day of DECEMBER, 20 16.

Brian Harrigan
Vice President (PMD FINANCIAL)

ILLINOIS
STATE OF ~~WISCONSIN~~)
) ss
COUNTY OF LAKE)

Personally came before me this 23rd day of DECEMBER, 20 16, Brian Harrigan of the above named corporation, to me known to be the person who executed the foregoing instrument, and to me known to be such VICE PRESIDENT of said corporation, and acknowledged that they executed the foregoing instrument as such officer as the deed of said corporation, by its authority.

Karl C Williams
Print Name: KARL C WILLIAMS
Notary Public, LAKE County, IL
My commission expires: 8-10-20



CERTIFIED SURVEY MAP NO. 11510

BEING A DIVISION OF PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4, SOUTHWEST 1/4 AND NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 14, PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 11, PART OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 11 AND PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 14, ALL IN TOWNSHIP 7 NORTH, RANGE 17 EAST, IN THE VILLAGE OF SUMMIT, WAUKESHA COUNTY, WISCONSIN.

VILLAGE BOARD APPROVAL CERTIFICATE:

Resolved that the Certified Survey map, in the Village of Summit, Pabst Farms Land Company R, LLC and Pabst Farms Land Company C, LLC, owners, is hereby approved by the Village Board.

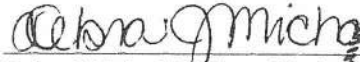
All conditions have been met as of this 27 day of December, 2016.

Date: 12/27/2016


Jack Riley, Village President

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Village Board of the Village of Summit.

Date: 12/27/2016

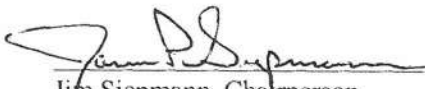

Debra Michael, Village Clerk

**PLAN COMMISSION APPROVAL CERTIFICATE:**

Approved, that the Certified Survey Map, in the Village of Summit, Pabst Farms Land Company R, LLC and Pabst Farms Land Company C, LLC, owners, is hereby approved by the Plan Commission.

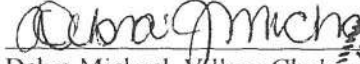
Approved as of this 19 day of September, 2016.

Date: 12/27/2016


Jim Siepmann, Chairperson

I hereby certify that the foregoing is true and correct, being approved by the Plan Commission of the Village of Summit.

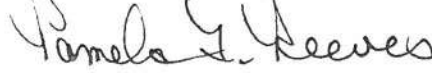
Date: 12/27/2016


Debra Michael, Village Clerk

**CERTIFICATE OF COUNTY TREASURER:**

I, Pamela Reeves, being the duly elected, qualified and acting County Treasurer of the County of Waukesha, certify that in accordance with the records in the Office of the County Treasurer of the County of Waukesha there are no unpaid taxes or unpaid special assessments on the land included in this Certified Survey Map.

Date: December 27, 2016


Pamela Reeves, County Treasurer



4254132

REGISTER OF DEEDS
WAUKESHA COUNTY, WI
RECORDED ON

December 28, 2016 09:16 AM
James R Behrend
Register of Deeds

10 PGS
TOTAL FEE: \$30.00
TRANS FEE: \$0.00

Book 114 Page 310-319

Drafted this 5th Day of JULY, 2016

THIS INSTRUMENT WAS DRAFTED BY ANDREW J. MIAZGA, S-2826

Job. No. 16-014-953-01

SHEET 10 OF 10

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LAND USE PLAN

- Lands located in the northeast corner of STH 18 and CTH BB (SUMT0697998005 and SUMT0697990) are included in this category to allow for redevelopment of this area in combination with the existing commercial uses. Due to the length of time for utility service, the Village Board may waive the sewer requirement based on the plan proposed.
- The Village Board may consider an amendment on a portion of property located at 35535 Delafield Road (SUMT0665998) along CTH DR from the SF 2.4-acre density classification to the Mixed-Use classification at such time sewer is available to the property.
- Residential uses are only allowed if commercial uses are present within the same development. More intensive commercial/office uses should be placed closer to the exterior roadways, with any residential component and site buffering the adjacent uses.
- Residential density is limited to four (4) units per acre, with the exception of two properties, which are limited to ten (10) units per acre:
 - Summit Village Commons property identified as SUMT0661977, 3.89 acres. This property was transferred into the previously designated Multi-Family Residential Development classification in 2020 to accommodate a condominium development. Since that land use classification has been replaced with a residential density of 0.25-acres per unit, the property has been reclassified as part of this comprehensive plan update to the Mixed-Use classification. Since the Summit Village Commons development includes a mix of uses and remainder of the development is identified as Mixed-Use, this classification is more appropriate.
 - 2133 N. Sawyer Road, SUMT0670997, 18.1 acres.

9.7.5 Industrial/Business Park

The industrial/business park land use category is designated for areas with light to medium intensity business uses such as corporate office facilities, light manufacturing and warehousing. Medium to heavy intensity uses such as large manufacturing facilities or chemical processing are not permitted.

- Development under this land use would only be allowed if public sewer is available.
- If municipal water is available within 1,000 lineal feet and provided by the City of Oconomowoc, then this must also be extended and included in the development.
- Zoning Code text changes should be considered to ensure building size, design, height and lot size are appropriate with consideration given to adjacent developments.
- Lands within the Pabst Farm development east of STH 67 are identified with this land use classification based on utility service agreements with the City of Oconomowoc.
- The lands west of Dousman Road and north of CTH DR are shown with this land use classification based on the boundary agreement and utility service agreements with the City of Oconomowoc. These lands may not have utility extensions from the City until 80% of the Corporate Center east of this property is developed.
- The property located at 2911 N. Dousman Road (SUMT0637007) was included in this land use classification on March 8, 2018, based on available sewer from the City of Oconomowoc as part of the Silver Lake Utility District, existing building design and layout on the site, and the ability to redevelop the site in coordination with development already on the property.

ZONING

(a) *Intent.* The Business Park District includes areas designated for light to medium intensity business uses such as corporate office facilities, light manufacturing and warehousing with no outdoor storage permitted. The village will allow development in this classification only upon connection to public sewer systems. If municipal water is available within 1,000 linear feet, then this must also be extended and included in the development.

(b) *Principal permitted uses.*

- (1) Offices.
- (2) Medical office or clinic.
- (3) Dental office or clinic.
- (4) Bank or financial institution.
- (5) Assembly operations.
- (6) Personal and professional services.
- (7) Light manufacturing facilities.
- (8) Indoor storage and warehousing facilities.
- (9) Conference center.
- (10) Day-care facility.
- (11) Health clubs.
- (12) Hotel.
- (13) Indoor recreation facilities.
- (14) Movie theater.
- (15) Outdoor storage/retailing (i.e., garden center).
- (16) Public and quasi-public utility substations, radio and television transmitting and receiving towers, microwave relay stations, or water towers.
- (17) Restaurant.
- (18) Public administrative offices and public service buildings, including fire and police stations.

(c) *Accessory uses.*

- (1) Private outdoor recreational facilities.
- (2) Off-street parking and loading areas.
- (3) Automated teller machine.

(d) *Conditional uses.*

- (1) Reserved.

(e) *Bulk regulations (BP).*

- (1) Minimum lot area: 80,000 square feet.
- (2) Minimum lot width: 200 feet.
- (3) Maximum structure coverage.
 - a. Office uses: 30 percent of lot area.
 - b. Light industrial uses: 45 percent of lot area.
- (4) Maximum impervious coverage.
 - a. Office uses: 70 percent of lot area.
 - b. Light industrial uses: 75 percent of lot area.
- (5) Minimum front/street setback.
 - a. Local street: 50 feet from base setback line.
 - b. Arterial street: 75 feet from base setback line.
- (6) Minimum side yard setback: 25 feet.
- (7) Minimum rear yard setback: 25 feet.
- (8) Minimum wetland setback: 25 feet.
- (9) Minimum pavement setback: 20 feet.
- (10) Maximum structure height.
 - a. Principal structure: 50 feet.
 - b. Accessory structure(s): 15 feet.
- (11) Shoreland development requirements. In addition to compliance with the aforementioned standard development requirements, all properties within shoreland areas as defined herein are also subject to the following additional requirements:
 - a. Minimum shore setback:
 1. Seventy-five feet from the ordinary high water mark. Where an existing pattern of development exists less than the requirement listed above, refer to section 111-96(A)(9)(g).
 2. Fifty feet for a structure that has no sides or has only railings for sides, subject to section 111-96(A)(9)(h)
 - (f) *Signage*. As described in article VII of this chapter.
 - (g) *Erosion control*. As described in the Village of Summit Erosion Control Ordinance when applicable.
 - (h) Plans and specifications to be submitted to the plan commission in accordance with article X of this chapter.

To encourage a business park environment that is compatible with the rural residential and open space character of the village, and that will maintain a campus-like setting, building permits for permitted uses in the BP District shall not be issued without review and approval of the plan commission.

- (2) This review and approval shall be concerned with general layout, building plans, ingress and egress, loading and unloading, landscaping and open space use. The process used to review a development in the BP District is set forth in article X of this chapter.

(Ord. No. 31-2015, § 12.10, 10-1-2015; Ord. No. 63-2018, §§ 20, 21, 8-20-2018; Ord. No. 112-2022, § 2, 10-13-2022)

LAND USE PLAN

9.7.6 Institutional

The institutional land use category includes areas of governmental, educational, religious, or medical uses.

- Zoning code amendments should be considered to ensure that the uses identified in this classification are allowed as permitted and/or conditional uses within the Institutional Zoning District.

9.7.7 Park/Recreational

The park/recreational land use category is designated as public access recreational areas. These include boat access points, recreational playground equipment, picnic areas, natural areas, and other open spaces to be used for outdoor activities. This category does not distinguish ownership from Village, County, or State parks/trails. Some quasi-public areas like the Boy Scout Camp are also included in this category. The Village Park system is more specifically defined in the Village of Summit Comprehensive Outdoor Recreation Plan, which should be implemented as part of this plan.

9.7.8 Environmental Corridors

These areas include Primary Environmental Corridor, Secondary Environmental Corridor, and Isolated Natural Resource Areas. These areas have been mapped due to their environmental diversity and importance to the natural ecosystems of the Village of Summit. Corridors are more specifically defined in Chapter 6.

All new single-family residential development that occurs on parcels with Primary Environmental Corridor, Secondary Environmental Corridor, or Isolated Natural Resource Area shall be provided a density credit of 1 unit per 5 acres for the acreage with these resource designations. It is recommended that density credit from these areas be transferred to non-corridor lands on the same property. Lots that include environmental corridor as part of the building envelope shall be at least 2 acres in size and the limits of disturbance shall be established as part of the zoning code. Lowland portions, areas that are floodplains and wetlands, are recommended to not be filled and be kept free from future development.

Primary Environmental Corridor - SEWRPC defines Primary Environmental Corridors as concentrations of significant natural resources at least 400 acres in size, two miles long, and 200 feet in width.

Secondary Environmental Corridor - Secondary Environmental Corridors are defined by SEWRPC as concentrations of significant natural resources being at least one mile long and 100 acres in area.

Isolated Natural Resource Areas - Isolated natural resource areas consist of remaining significant natural resources that are isolated from environmental corridors. They are areas at least five acres in size and at least 200 ft. in width.

9.7.9 Wetlands

Wetlands are defined in the Wisconsin Statutes as "an area where water is at, near, or above the land surface long enough to be capable of supporting aquatic or hydrophytic vegetation and which has soils indicative of wet conditions." These areas are unsuitable for development due to

(a) *Intent.* The Institutional Use District includes areas of governmental, educational, religious, or medical property uses. Other quasi-public uses and major public utility facilities are included in this category. The village applies the Institutional classification to address the particular characteristics of the Village of Summit's many institutional facilities. This district does not distinguish private or public agency projects or facilities.

(b) *Principal permitted uses.*

- (1) Public administrative offices and public service buildings, including fire and police stations.
- (2) Cemeteries and mausoleums.
- (3) Churches and synagogues.
- (4) Medical clinics.
- (5) Libraries, museums, and art galleries.
- (6) Public, private commercial and noncommercial outdoor recreational facilities.

(c) *Accessory uses.*

- (1) Off-street parking and loading areas.
- (2) Service buildings and facilities normally accessory to the permitted use.

(d) *Conditional uses.*

- (1) Day schools.

(e) *Bulk regulations (IN).*

- (1) Minimum lot area: 65,000 square feet.
- (2) Minimum lot width: 200 feet.
- (3) Maximum structure coverage: 30 percent of lot area.
- (4) Maximum impervious coverage: 50 percent of lot area.
- (5) Minimum front/street setback.
 - a. Local street: 50 feet from base setback line.
 - b. Arterial street: 75 feet from base setback line.
- (6) Minimum side yard setback: 25 feet.
- (7) Minimum rear yard setback: 25 feet.
- (8) Minimum wetland setback: 25 feet.
- (9) Minimum pavement setback: 20 feet.
- (10) Maximum structure height.
 - a. Principal structure: 50 feet / 35 feet when located within 75 feet of the ordinary high water mark.

b. Accessory structure(s): 15 feet.

(11) Shoreland development requirements. In addition to compliance with the aforementioned regulations, all properties within shoreland areas as defined herein are also subject to the following additional requirements:

a. Minimum shore setback:

1. Seventy-five feet from the ordinary high water mark. Where an existing pattern of development exists less than the requirement listed above, refer to section 111-96(a)(9)g.
2. Fifty feet for a structure that has no sides or has only railings for sides, subject to section 111-96(a)(9)h.

(f) *Signage*. As described in article VII of this chapter.

(g) *Erosion control*. As described in the Village of Summit Erosion Control Ordinance when applicable.

(h) Plans and specifications to be submitted to the plan commission in accordance with article X of this chapter.

(1) To encourage an institutional environment that is compatible with the rural residential and open space character of the village, and that will maintain a campus-like setting, building permits for permitted uses in the institutional district shall not be issued without review and approval of the plan commission.

(2) This review and approval shall be concerned with general layout, building plans, ingress and egress, loading and unloading, landscaping and open space use. The process used to review a development in the institutional district is set forth in article X of this chapter.

(Ord. No. 31-2015, § 12.11, 10-1-2015; Ord. No. 63-2018, §§ 22, 23, 8-20-2018; Ord. No. 96-2021, § 1, 5-13-2021; Ord. No. 112-2022, § 3, 10-13-2022)



VILLAGE OF SUMMIT 2045 COMPREHENSIVE PLAN

SUMMARY OF GOALS, OBJECTIVES, AND POLICIES

Goals, Objectives, Policies

The Village has identified a number of goals, objectives, and policies that when implemented together will help achieve Summit's community vision for 2045. These goals, objectives, and policies will help guide accomplishments and priorities for future investment both for publicly maintained systems and for property owners who will invest in and change Summit's landscape over time.

These goals, objectives, and policies provide the Village with a means to measure the performance of implementation of this Comprehensive Plan, and as necessary, an opportunity to reassess, revise, and/or supplement the desires of the community.

- Goals are general statements of desired outcomes of the community or what is to be achieved.
- Objectives are more specific and are a subset of goals, providing measurable strategies towards achieving a goal.
- Policies are operational actions that a community will undertake to meet the goals and objectives.

The following goals, objectives, and policies are not ranked or presented in order of importance or need.

Housing Goal: Strengthen and support existing Summit neighborhoods.

Objectives:

1. New developments shall be compatible with or enhance the character of existing adjacent residential neighborhoods.
2. Maintain buffering (i.e., transitional land uses, open space, fencing, landscaping, berming) between residential and non-residential uses. In particular, ensure that residential neighborhoods are protected from the negative impacts of future business park/industrial uses.
3. Protect neighborhoods from incompatible land uses through effective land use and design controls.
4. Improve transportation connections where warranted, including bicycle paths/routes and pedestrian facilities.
5. Encourage and support the maintenance and rehabilitation of older housing stock.

Policies:

1. Enforce site design controls (i.e., buffering as defined above, landscaping standards, architectural standards) through the Village's site plan and development review process.
2. Ensure the site plan and development review process considers long-range transportation infrastructure needs, including bicycle paths/routes and pedestrian facilities, and implement incremental solutions as sites are built out.

Summary of Goals, Objectives, and Policies

3. Support housing programs that provide funding for maintenance and rehabilitation including the CDBG-Small Cities Housing Program and USDA-Rural Development programs.
4. Enforce the implementation of the Comprehensive Outdoor Recreation Plan as part of new developments.

Housing Goal: Promote a balanced supply of housing types and prices throughout the Village to meet the changing needs of Summit's residents.

Objectives:

1. Support new residential development that is compatible with existing land uses.
2. Encourage the development of senior and assisting living facilities in the Village as Summit's population ages.
3. Support workforce housing to maintain Summit's population and support the needs of a successful economy.

Policies:

1. Encourage the private sector to provide diverse senior housing options so that the long-term residents and retirees may continue to live in the Village.
2. Support housing programs that will provide financial assistance to Summit residents who are paying more than 30% of their household income on monthly housing costs.
3. Inform residents about housing ownership programs to allow for increased owner occupancy for all Summit residents, including the Housing Cost Reduction Initiative.
4. Work with property owners and developers to identify locations appropriate for new subdivisions which will enhance the character of Summit's existing land uses.

Transportation Goal: Provide a complete, multi-modal transportation system that offers a range of transportation alternatives and options.

Objectives:

1. Work cooperatively with neighboring communities (i.e., City of Oconomowoc, City of Delafield, Village of Dousman, Village of Oconomowoc Lake, Town of Ottawa, Town of Delafield, etc.) and Waukesha County to ensure a comprehensive transportation network that provides efficiency in travel.
2. Work cooperatively with Waukesha County during the development review process to ensure their goals, objectives, and requirements are met during the development review process.
3. Work cooperatively with WisDOT to ensure future transportation decisions include consideration of land use impacts on state and federal highways.
4. Review new development and encourage compliance with WisDOT guidelines for future roadway network and access road objectives during the development review process.
5. Incorporate additional recreational considerations within the transportation network where appropriate.

Policies:

1. Encourage development that incorporates bicycle and pedestrian transportation alternatives where appropriate. The Village's Comprehensive Outdoor Recreation Plan and adopted Trail Map shall be considered at time of development.

Summary of Goals, Objectives, and Policies

2. Support the City of Oconomowoc's efforts to complete Oconomowoc Parkway between CTH Z (S Silver Lake Street) and the existing parkway dead end approximately 650 feet west of Saint Andrews Drive, including any stormwater, traffic control, and biking/pedestrian infrastructure related to the project, to relieve excessive traffic congestion on CTH B (Valley Road) within the Village of Summit.
3. Evaluate trail access for ATV and snowmobiles, as well as additional trail development consideration.
4. Bring existing public roads up to current Village standards to the greatest extent possible as road improvement projects are completed.
5. Ensure that all new public roads are constructed according to Village standards, depending on the anticipated use and functional classification of the road.
6. Ensure that all new private roads are constructed according to the Village's Code of Ordinances.

Transportation Goal: Ensure transportation networks are safe and accessible.

Objectives:

1. Coordinate with regional and state agencies to facilitate efficient and cooperative planning, design, operation and maintenance of transportation facilities and programs.
2. Require adequate right-of-way dedication for existing and future land uses when rezoning and land divisions occur.

Policies:

1. Work cooperatively with neighboring communities (i.e., City of Oconomowoc, City of Delafield, Village of Dousman, Village of Oconomowoc Lake, Town of Ottawa, Town of Delafield etc.) and Waukesha County on shared or interconnected-roadway and infrastructure maintenance.
2. Ensure safety features are incorporated into the design of all transportation facilities.
3. Encourage interconnected streets and patterns of development to create more convenient multi-modal travel options for residents that will also foster a sense of neighborhood.
4. Review and update road right-of-way standards. Update the Village of Summit Official Right-of-Way Map to reflect updated standards and to ensure transparency. The map title is anticipated to change to Village of Summit Ultimate Right-of-Way Map.

Utilities/Facilities Goal: Maintain Summit's community-oriented suburban environment with a high quality of life.

Objectives:

1. Maintain the Village as a safe community where neighbors know each other.
2. Provide an adequate and efficient level of governmental services and facilities to Village residents.
3. Provide adequate police and fire protection and emergency services to all areas of the Village.
4. Promote health and medical facilities and social services to meet the needs of all residents.
5. Promote opportunities for active recreation.
6. Consider the needs of all citizens and public welfare within the Village.

Summary of Goals, Objectives, and Policies

Policies:

1. Evaluate and prioritize upcoming Village needs and necessary infrastructure improvements.
2. Update, maintain, and follow a Capital Improvements Plan to ensure long range financial planning for anticipated public improvements.
3. Update impact fee calculations as necessary based on a current Impact Study Analysis. If an analysis indicates and the Village Board finds that additional impact fees are needed, the Village of Summit should update the impact fees for all new developments as shown in that analysis and findings.
4. Consider partnerships with providers, adjacent municipalities, and funding agencies on methods to expand broadband service throughout the Village.
5. Update the Institutional Zoning District provisions of the Zoning Code to accommodate educational and day care facilities.

Natural Resources Goal: Protect important natural resources, including the vast lakes, rivers, streams, wetlands, floodplains, and environmental corridors.

Objectives:

1. Work with new developments to adequately plan stormwater infrastructure to capture, temporarily store, infiltrate, and slowly release rainwater from more frequently occurring larger rain events.
2. Maintain the quality of surface and groundwater and minimize soil erosion.
3. Work with new developments to provide additional public spaces for recreation in accordance with the Village of Summit's Comprehensive Outdoor Recreation Plan.
4. Encourage environmentally sensitive development to minimize negative impacts on the environment, including water quality and soil integrity.
5. Encourage residential development to occur in conservation subdivisions that are designed and contoured around important environmental resources.

Policies:

1. Identify, prioritize, and address local soil erosion and nonpoint pollution problems, especially near Battle Creek, which is identified by WDNR as an impaired waterway.
2. Cooperate with Waukesha County on updates to and implementation of the Land and Water Resource Management Plan.
3. Implement the Village of Summit's Comprehensive Outdoor Recreation Plan.
4. Review and modify existing regulatory documents (e.g. zoning ordinance and subdivision ordinance) to incorporate green infrastructure elements to reduce pollution from urban runoff. Such elements would include grassed swales, infiltration basins, bioretention facilities, native landscaping, and porous pavement.
5. Review and modify existing regulatory documents (e.g. zoning ordinance, floodplain ordinance, and subdivision ordinance) to ensure shoreland and floodplain regulations protect our water resources, life, safety, and welfare.
6. Educate residents regarding regulatory documents and policies that are intended to protect the Village's natural resources.
7. Coordinate with WDNR and Wisconsin Emergency Management to identify mitigation opportunities to prevent future flooding of developed areas.

Cultural Resources Goal: Promote and encourage identification, appreciation, and protection of historic and cultural resources.

Objectives:

1. Support the preservation of sites identified by the Wisconsin Historical Society as architectural and historic resources.
2. Maintain the Village's identity by promoting its history and cultural resources.
3. Maintain the Village's rural/suburban character.

Policies:

1. In coordination with the Wisconsin Historical Society, complete an updated inventory of properties with architectural, historical or site-specific historic significance.
2. Educate eligible property owners on the availability of state and federal tax credits, and loan programs through mailings, website, brochures, etc.
3. Consider establishing regulations that protect architectural and historic resources.
4. Promote the use of buffers between highways, residences, and businesses where appropriate.
5. Review and update the existing lighting standards.

Economic Goal: Continue to diversify the Village's economic base to improve resiliency to economic shocks and transformations that are outside the Village's control.

Objectives:

1. Foster an atmosphere that encourages and supports small business and entrepreneurial activity.
2. Encourage commercial, business and industrial manufacturing development that will provide a benefit to the community, such as long-term employment, services to the community, supply chain benefits, or other methods businesses can contribute to the Village of Summit's quality of life.
3. Provide for commercial and industrial development in areas most suitable based on traffic, infrastructure, and related site improvement needs.

Policies:

1. Communicate with local businesses, educational institutions, and the Waukesha County Center for Growth to identify skills gaps and training opportunities or other methods to close the skills gaps.
2. Review local regulations pertaining to home occupations and consider a process to encourage small business and entrepreneurial growth while protecting the character of existing neighborhoods.
3. Work with local Summit organizations, including churches and non-profits, to organize events and make available otherwise underutilized facilities to small businesses for entrepreneurship if a need arises.
4. Work with Waukesha County Center for Growth to target commercial, industrial, manufacturing developments that are synergistic to existing businesses and community infrastructure.
5. Manage the bulk, appearance, and architecture of large-scale developments through zoning code provisions and design guidelines within the Village.

Summary of Goals, Objectives, and Policies

6. Promote quality mixed uses at the Pabst Farm development, including open space, residential, and commercial/office/business park development.
7. Direct higher density development to lands served by municipal water and/or sanitary sewer systems and encourage low density development in the remaining areas of the Village to minimize air, noise, and light pollution.
8. Establish development criteria that will target high quality development in selected areas.
9. Encourage buffered views of differing uses.
10. Establish maximum noise levels and building requirements for industrial uses.

Economic Goal: Work to ensure current local employers remain viable and competitive in Summit.

Objectives:

1. Work with local businesses to proactively address street and utility improvements and their impacts to business operations.
2. Promote regional conglomeration of local businesses. Market availability of vacant commercial or business park sites.

Policies:

1. Foster key relationships with organizations seeking to improve the business climate in Summit, including the Waukesha County Center for Growth. Develop strategic directions with regard to promoting Summit's business environment.
2. Consider development of additional, regularly timed events to draw people to Summit from other communities. Examples to consider include Farmer's Market, Food Trucks, local music, craft/flea market, car show, etc.

Intergovernmental Cooperation Goal: Communicate and collaborate with adjacent municipalities.

Objectives:

1. Seek ways to work to improve quality of life in Summit, including coordinated economic development strategies and cost-effective services and facilities.
2. Continue to support multi-jurisdictional and non-profit efforts to implement best management practices intended to improve natural resources that extend into the Village of Summit.

Policies:

1. Work with adjacent jurisdictions to protect surface and groundwater quality.
2. Adopt a policy for notifying Village of Summit officials of projects in surrounding municipalities and inform adjacent municipalities of Village of Summit development projects.
3. Coordinate with adjacent municipalities, Waukesha County, and the State of Wisconsin on the extension and connection of local and regional trails and bike paths.

Land Use Goal: Maintain a land use plan and map that reflects the current values of the community and identifies appropriate areas for growth and redevelopment.

Objectives:

1. Guide future growth in a manner that preserves and enhances the quality of life and character of Summit.
2. Ensure that future developments consider future park and recreational trail needs provided in the Village of Summit Comprehensive Outdoor Recreation Plan.
3. Encourage land development in locations where existing infrastructure is available.
4. Encourage low density development in most areas of the Village to minimize air, noise, and light pollution. Direct higher density development in areas served by municipal water and/or sanitary sewer systems.
5. Ensure future developments are designed and constructed in a manner that is compatible with adjacent land uses (i.e., buffering, landscaping architectural design, site aesthetics, access, traffic circulation, setbacks, noise controls).

Policies:

1. Utilize this Plan, Future Land Use Map, Comprehensive Outdoor Recreation Plan, and other plans, ordinances, and policies to make sound land use decisions.
2. Periodically complete major updates, at least every ten years and maintain the Land Use Plan so that it identifies existing and potential areas for growth and redevelopment.
3. Work cooperatively with neighboring communities to ensure new developments are compatible with and complementary to surrounding land uses.
4. Continue to work cooperatively with WisDOT to ensure future transportation decisions include consideration of land use impacts and Summit's community vision, especially as it relates to STH 67.
5. Continue to encourage public participation that provides equity and fairness to landowners and other stakeholders, balanced with responsible land use.
6. Maintain minimum and maximum lot size requirements for residential developments.
7. Target and control the development of multi-family housing through zoning controls.
8. Continue oversight of all land divisions within the Village.
9. Implement the changes recommended in Section 9.7.2 of this Plan.

Land Use Goal: Encourage cluster or conservation developments and other land division tools that preserve open space/green space/environmental corridors.

Objectives:

1. New developments should be planned as conservation developments or Planned Developments to keep environmental corridors, wetlands, floodplain, and continuous open spaces for the benefit of wildlife, flora, fauna, and human recreation/trail network. Using these standards will connect open spaces from one neighborhood to another.
2. Ensure all land divisions have aesthetic landscaping to provide lot identity and character, especially on open agricultural lands.
3. Ensure development is guided properly to locations that minimize potential impacts to natural resources and to protect investments from flood hazards.

Policies:

1. Maintain conservation subdivision provisions and the residential density calculations provided in the Zoning Code, which are designed to provide development incentives for preserving important environmental resources and providing connectivity throughout the Village via connecting recreational trail systems.
2. Require a site design that addresses soil characteristics and subsurface geological conditions. Building placement and lot layout should be designed to provide a functional relationship to the site's topography, existing vegetation, and other natural features. The location of building and other improvements should take advantage of stream, lake, and wetland views. Site design should also consider the impact of new structures on views from off-site. This will ensure the rural character of the Village.
3. Consider measures that reduce flooding along Venice Beach Road and CTH DR, south of Upper Nemahbin Lake.
4. Modify the land division ordinance to incorporate landscape requirements for land divisions, including Certified Survey Maps and Subdivision Plats.
5. Support long-range planning that considers changes in local and regional climate conditions.

Land Use Goal: Utilize existing infrastructure to guide new development.

Objectives:

1. Encourage commercial and business park development along the I-94 and CTH DR corridor.
2. Encourage commercial and business park development that will provide a benefit to the community, such as long-term employment and services to the community, or other methods the businesses can contribute to the Village of Summit's quality of life. Be mindful of the type and amounts of public services each development will require of the Village to ensure that the Village has the appropriate resources that will be required by the new development (i.e., fire, police, utilities).
3. Encourage shared driveways along highway corridors wherever feasible to minimize the amount of impervious surface. Limit direct access to arterial roads in the Village.

Policies:

1. Facilitate pre-development conversations between the Village and developers to discuss future land goals, compatibility with existing land uses and utility availability.
2. Ensure that new development is aesthetically and architecturally consistent with the Village of Summit's Design Guidelines.
3. Ensure that new development is complying with WisDOT or County guidelines for future roadway network and access road objectives during the development review process.
4. Work with new developments to adequately plan stormwater infrastructure to capture, temporarily store, infiltrate and slowly release rainwater from more frequently occurring larger rain events. Site design should consider minimal disturbance.
5. Update, maintain, and follow a Capital Improvements Plan to ensure long-range financial planning for anticipated public improvements.

Land Use Implementation Recommendations

Following the adoption of this Land Use Plan, it is recommended that the Village of Summit review its ordinances and zoning map for consistency with this planning document and implement changes to achieve consistency between these documents. For example, the MF-1 and MF-2 Zoning Districts will need to be modified to compliment the newly created SF/MF Residential 0.25-acre density designation. As a general policy, as specific developments are proposed, the existing zoning designation for the underlying property will need to be rezoned to be made consistent with the 2045 Recommended Land Use Map.

Building a Better World for All of Us®

Sustainable buildings, sound infrastructure, safe transportation systems, clean water, renewable energy and a balanced environment. Building a Better World for All of Us communicates a company-wide commitment to act in the best interests of our clients and the world around us.

We're confident in our ability to balance these requirements.

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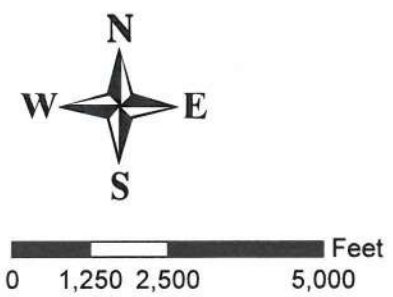
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VILLAGE OF SUMMIT 2045 FUTURE LAND USE MAP

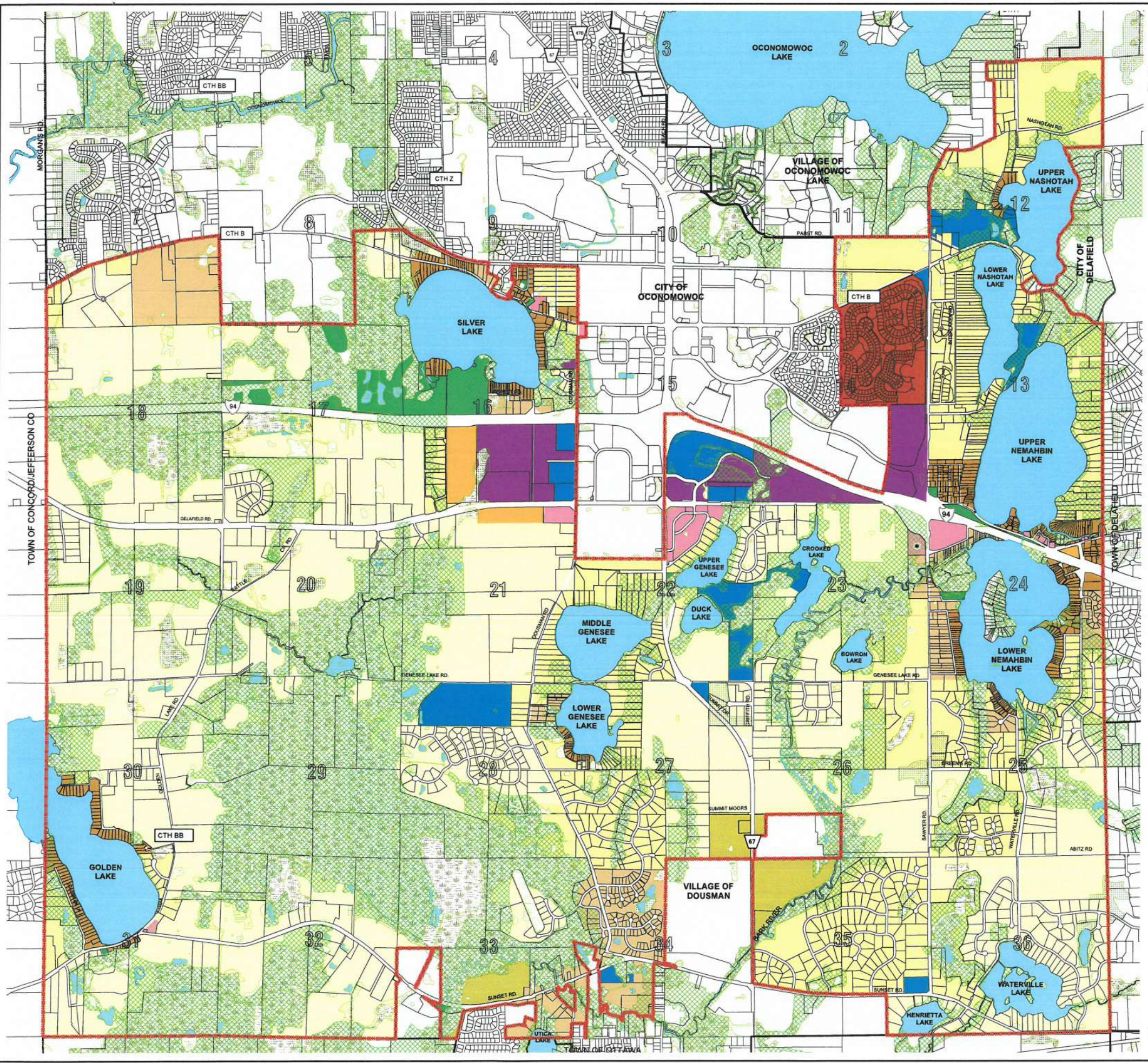
Legend

- SF Residential 2.4-acre density
- SF Residential 1.6-acre density
- SF Residential 0.8-acre density
- SF Residential 0.6-acre density
- SF Residential 0.5-acre density
- SF/MF Residential 0.25-acre density
- Mixed Use
- Commercial/Office
- Industrial/Business Park
- Institutional
- Agricultural
- Park/Recreational
- Wetland Under 2 Acres
- Wetland Over 2 Acres
- Primary Environmental Corridor
- Secondary Environmental Corridor
- Isolated Natural Resource Area

*Property part of Managed Forest Lands, may not be regulated as PEC.
Cadastral data is from 2022 Waukesha County GIS Data.
Wetland data is from the 2022 WDNR Wetland Inventory.
Environmental Corridor Data is from SEWRPC's 2015 Planned EC dataset. Minor corrections have been made by the Village to EC on the Aurora hospital site in section 15 to reflect known existing conditions.

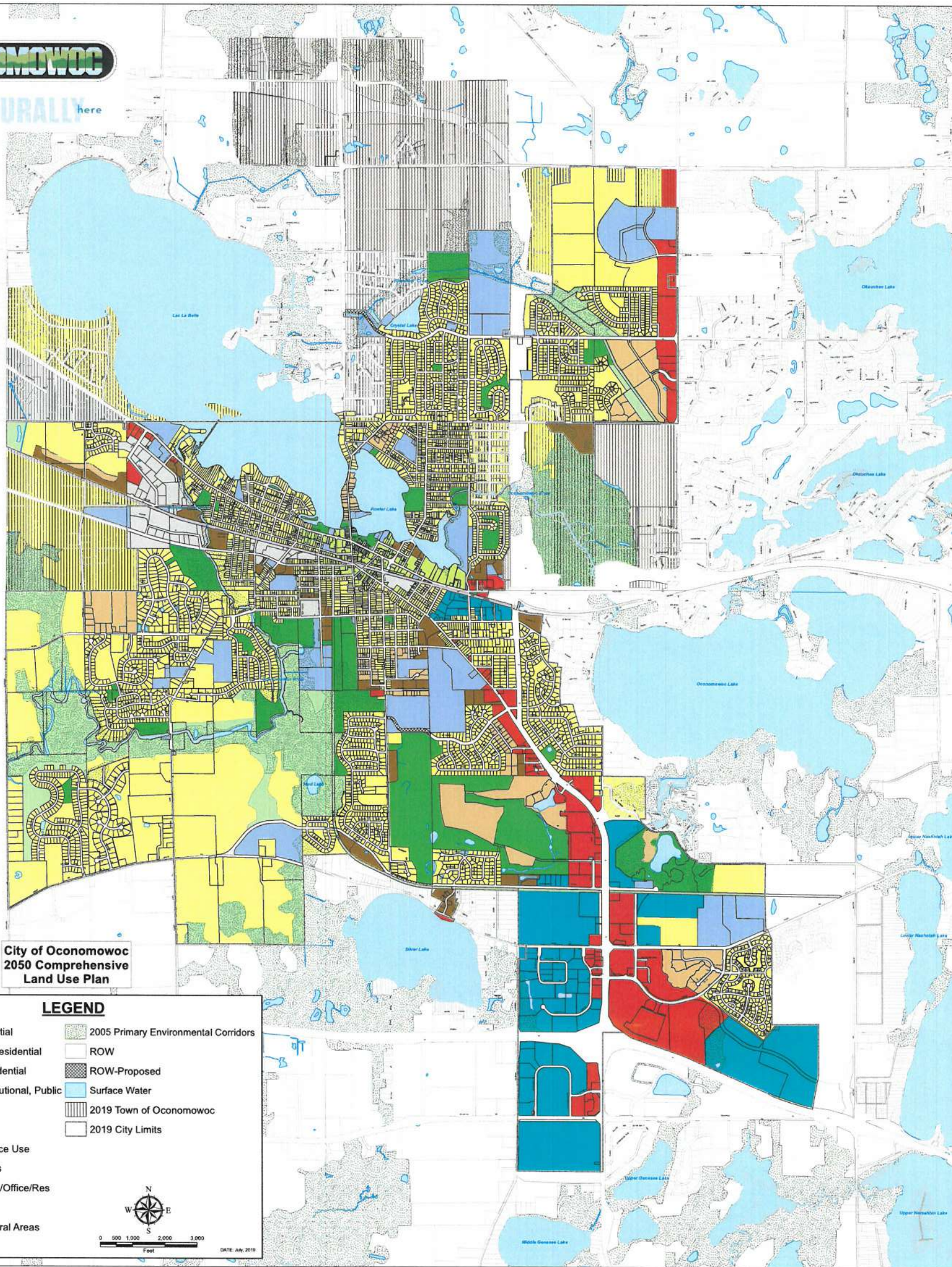


Map Created: June 4, 2001
Map Revised: February 10, 2020
March 16, 2021
Draft January 12, 2023





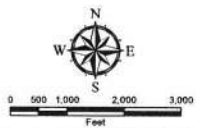
Life comes **NATURALLY** here



City of Oconomowoc
2050 Comprehensive
Land Use Plan

LEGEND

- | | |
|-----------------------------------|--------------------------------------|
| Suburban Residential | 2005 Primary Environmental Corridors |
| Medium Density Residential | ROW |
| High Density Residential | ROW-Proposed |
| Government, Institutional, Public | Surface Water |
| Industrial | 2019 Town of Oconomowoc |
| Business Park | 2019 City Limits |
| Commercial & Office Use | |
| Recreational/Parks | |
| Mixed Use-Comm./Office/Res | |
| Urban Reserve | |
| Open Space, Natural Areas | |
| Transportation | |



DATE: July, 2019

Amy Barrows

From: Jason Gallo <jgallo@oconomowoc-wi.gov>
Sent: Tuesday, April 9, 2024 4:22 PM
To: Amy Barrows
Subject: RE: City of Oconomowoc Land Use Plan Map

Amy-

Thanks for reaching out. Here is the link to the City's Land Use Map: https://www.oconomowoc-wi.gov/DocumentCenter/View/6733/2050LANDUSE_OCONOMOWOC

This map was adopted in 2019 and there have been some changes. I was going to have our Summer Intern update the map and place a listing of the approved changes.

Regarding the Land Use in Pabst Farms, Dockhounds Baseball site changed to Commercial; Hackney House Apartments next to the Summit School has been changed to High Density Residential; Journey21 site changed to Medium Density Residential; and the Business Park across from Olympia was changed to Commercial.

Olympia area is not in Pabst Farms, but that area is much different now.

For some sites in Pabst Farms they do not change the Land Use Plan, but ask for Planned Development overlay that expands the underlying zoning uses.

Between Fleet Farm and the woods, the area is shown as commercial. There will be commercial use on that site, but the PD overlay also allows for residential use.

Status Update - All of the Common Council agendas with the background materials are on the City website. We recently approved a 4 tenant commercial building next to UW Credit Union, appears that Wingspan / Pabst 59 is moving forward, and several projects have been approved south of I-94, but not built.

Jason J. Gallo, AICP

City Planner / Zoning Administrator
City of Oconomowoc
174 E. Wisconsin Avenue
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Oconomowoc, WI 53066

Phone (262) 569-2166



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From: Amy Barrows <planner@summitvillage.org>

Sent: Tuesday, April 9, 2024 12:54 PM

To: Jason Gallo <jgallo@oconomowoc-wi.gov>

Subject: City of Oconomowoc Land Use Plan Map

Jason,

I'm preparing a staff report for Plan Commission and I wanted to include a current LUP Map for the City. I'm most interested in the Pabst Farms area and I know some of the properties have been subject to meeting discussion. Can tell me if there have been any changes to the LUP map since July of 2019.

Can you also provide me with a status update on any pending land use development items related to Pabst Farms?

Amy Barrows

Village Planner

Village of Summit

37100 Delafield Road

Summit, Wisconsin 53066

262-567-2757

planner@summitvillage.org

Hours: Monday, Tuesday, Thursday from 12-3



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Police Dept., 262-567-1134
Building Inspector, 262-490-4141
www.summitvillage.org

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MEMORANDUM

To: Village Board

From: Amy Barrows, Planner

Date: July 11, 2024

Re: **Certified Survey Map Request**
Robert Zahn
N. Golden Cedar Lane/Cedar Lane (SUMT0695039)

BACKGROUND: The applicant is in the process of purchasing the subject property for the construction of a home. In order to meet the road setback requirements, the applicant would like to reduce the ultimate road right of way of Cedar Lane. Plan Commission and Village Board approved the request subject to conditions. As a condition of approval, the applicant was required to submit a Certified Survey Map that dedicates at least 5 ft. north of the existing physical road along Cedar Lane west of the intersection with N. Golden Cedar Lane and at least 33 ft. from the centerline of Cedar Lane east of the intersection with N. Golden Cedar Lane. The enclosed CSM is proposed solely to dedicate said acreage. No additional lots are being created.

At their meeting on June 20, 2024, the Plan Commission unanimously passed a motion to recommend that Village Board approve the Certified Survey Map subject to the conditions stated in the recommended motion of this report, including compliance with all staff comments.

A more detailed assessment of the site conditions and staff comments is included in the June 20, 2024 Plan Commission report.

ATTACHMENTS: 6/20/2024 Plan Commission report
5/29/2024 Surveyor review letter
Draft Certified Survey Map – 5/14/2024

FISCAL IMPACT: None

RECOMMENDED MOTION:

Approve the Certified Survey Map subject to the following conditions:

- A. APPROVALS FROM ALL OBJECTING AND APPROVING BODIES:** Petitioner shall satisfy all comments, conditions and concerns of the Village Engineer, Surveyor, and Planner prior to approval of the final Certified Survey Map.
- B. SUBJECT TO REIMBURSEMENT OF EXPENSES.** As a condition precedent to this conditional CSM approval taking effect, the Petitioner shall pay all fees, costs, and assessments due and owing to the Village of Summit, and for reimbursement of any expenses, costs and disbursements which have been incurred by the Village of Summit in the drafting, review or enforcement of this conditional CSM approval, including without limitation by reason of enumeration, design, engineering, inspection and legal work.
- C. UTILITY CONNECTION FEES.** As a condition precedent to this conditional CSM approval taking effect, the Petitioner shall pay all utility connection fees owed to the Village of Summit. Note: **The CSM will not result in additional lots. Therefore, this condition does not apply.**
- D. NO BUSINESS OR COMMERCIAL USE.** There shall be no commercial or business use on this lot, except as specifically permitted within or pursuant to the applicable Zoning Code.
- E. ONE YEAR TO SATISFY CONDITIONS.** Subject to the Petitioner satisfying all of the aforementioned conditions within one year of the Village Board granting conditional final approval of the CSM.

CERTIFIED SURVEY MAP REVIEW
6/20/2024 Plan Commission Meeting
Zahn – N. Golden Cedar Lane (SUMT0695039)

Staff Report

Village of Summit, Wisconsin

Property Location: N. Golden Cedar Lane (SUMT0695039)

Property Owner: Colton and Victoria Ziemanski

Applicant: Robert Zahn

Zoning: R-2 Country Residential (90,000 sq. ft. per unit/min. lot size 1.5-acre) and WC Wetland Conservancy & EC Environmental Corridor Overlay

Land Use Plan: SF Residential 2.4-acre density, Wetland & PEC

Recommended Motion:

Motion to recommend that Village Board approve the Certified Survey Map, subject to the following conditions:

- A. *APPROVALS FROM ALL OBJECTING AND APPROVING BODIES: Petitioner shall satisfy all comments, conditions and concerns of the Village Engineer, Surveyor, and Planner prior to approval of the final Certified Survey Map.*
- B. *SUBJECT TO REIMBURSEMENT OF EXPENSES. As a condition precedent to this conditional CSM approval taking effect, the Petitioner shall pay all fees, costs, and assessments due and owing to the Village of Summit, and for reimbursement of any expenses, costs and disbursements which have been incurred by the Village of Summit in the drafting, review or enforcement of this conditional CSM approval, including without limitation by reason of enumeration, design, engineering, inspection and legal work.*
- C. *UTILITY CONNECTION FEES. As a condition precedent to this conditional CSM approval taking effect, the Petitioner shall pay all utility connection fees owed to the Village of Summit. Note: **The property is served by a private septic system and well. Therefore, this condition does not apply.***
- D. *NO BUSINESS OR COMMERCIAL USE. There shall be no commercial or business use on this lot, except as specifically permitted within or pursuant to the applicable Zoning Code.*
- E. *ONE YEAR TO SATISFY CONDITIONS. Subject to the Petitioner satisfying all of the aforementioned conditions within one year of the Village Board granting conditional final approval of the CSM.*

Summary:

The applicant is in the process of purchasing the property for the construction of a home. In order to meet the road setback requirements, the applicant would like to reduce the ultimate road right of way of N. Golden Cedar Lane. Plan Commission and Village Board approved the request subject to conditions. As a condition of approval, the applicant was required to submit a Certified Survey Map that dedicates at least 5 ft. north of the existing physical road along N. Golden Cedar Lane and at least 33 ft. from the centerline of Cedar Lane. The enclosed CSM is proposed solely to dedicate said acreage. No additional lots are being created.

Considerations:

Access and Frontage: The lot will continue to have frontage on Cedar Lane and N. Golden Cedar Lane.

Total Area: The existing lot is 180,923 sq. ft. or 4.153 acres. The proposed lot will be 165,488 sq. ft. or 3.799 acres. The remaining acreage is dedicated for public road purposes.

Sanitary Sewer System available: The property will be served by a private septic system.

Water System Available: The lot will be served by a private well.

Natural Resources: There is a wetland and primary environmental corridor on the property. Both of these areas have been identified on the CSM. Preservation restrictions have also been noted.

Planner Comments:

- Debra Michael's signatures should read "Administrator-Clerk/Treasurer."
- A note shall be added to the CSM that states, "The entire area of this CSM is located within the Village of Summit's Shoreland Jurisdictional Boundary."
- Waukesha County should be removed from the preservation restrictions.

Surveyor and Engineering Comments: See attached letter dated June 11, 2024.



June 11, 2024

RE: Village of Summit
Zahn CSM Review
SEH No. 176551 Task 23

Ms. Amy Barrows
Village Planner
Village of Summit
37100 Delafield Road
Summit, WI 53066

Dear Ms. Barrows:

We have reviewed the Certified Survey Map for the Zahn Revocable Trust (Robert & Mary Zahn) and prepared by Matthew O'Rourke of LandTech Surveying. The CSM reviewed is dated 05/29/2024. We offer the following comments:

- 1) The heading on each sheet and the legal description references the NE 1/14. This should be revised to read NE 1/4.
- 2) The block length of 173.44' formed by Line L5 and the 148.39; distances along the right of way must be shown.
- 3) The distances of 46.59' and 51.50' do not add up to the Length of line L3. This minor discrepancy shall be revised.

Please do not hesitate to contact me with any questions or comments at 414.949.8919 or kkindred@sehinc.com.

Sincerely,

Keith Kindred, PLS
Principal, Regional Practice Center Leader
(Lic. WI, IL)

btp

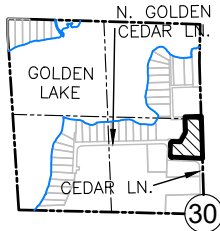
x:\p\ts\summ\176551\task 23 - n golden cedar lane row - zahn\corr\review letters\zahn csm review letter_village of summit_2024-06-11.docx

PRELIMINARY

WAUKESHA CO. CERTIFIED SURVEY MAP NO. _____

PART OF LOT A OF THE AMENDED PLAT OF GOLDEN LAKE SHORES A SUBDIVISION, BEING A PART OF THE NE 1/4 OF THE SW 1/4 OF SECTION 30, TOWNSHIP 7 NORTH, RANGE 17 EAST, VILLAGE OF SUMMIT, WAUKESHA COUNTY, WISCONSIN.

VICINITY MAP



SW 1/4 SEC. 30-7-17
1"=2640'



CEDAR LN.
R.O.W. WIDTH VARIES

LOT 15
AMENDED PLAT OF
GOLDEN LAKE SHORES

N. GOLDEN
CEDAR LN.
R.O.W. WIDTH VARIES

C&K ZACHARIAS

CSM 12190



0' 100' 200'
1 INCH = 100 FEET

BEARINGS BASED ON GRID NORTH OF THE WISCONSIN COUNTY COORDINATE SYSTEM, WAUKESHA COUNTY ZONE (NAD 83 WISCORS 2011) AND REFERENCED TO THE EAST LINE OF THE NW 1/4 OF SEC. 30-7-17 MEASURED AS S00°45'11"W.

PREPARED FOR:
ZAHN REVOCABLE TRUST
NOVEMBER 24, 2015
ROBERT AND MARY ZAHN
2873 ROCK RIVER CT.
SUMMIT, WI 53066

NW CORNER OF LOT 1 OF
GOLDEN LAKE SHORES.

PT LOT A
AMENDED PLAT OF
GOLDEN LAKE SHORES
A&C SOMERS

(SOUTH 256.84')
N 01°54'45" W 231.01'

29.95'

S 87°37'20" W 215.25'

(EAST 212.59')

185.30'

C5

40

DEDICATED TO THE PUBLIC
FOR ROADWAY PURPOSES
5,722 S.F. OR 0.131 ACRES

N 61°10'46" W 148.42'

(SOUTH 159.30')

173.44'

46.59'

51.50'

WETLANDS PER SEWRPC,
DELINEATED 5/23/2017

do not add up to
13,98.08'

165,488 S.F.
3.799 ACRES

DEDICATED TO THE PUBLIC
FOR ROADWAY PURPOSES
9,713 S.F. OR 0.223 ACRES

LOT 2
CSM 12190
K&B KNUTESON

CEDAR LN.
R.O.W. WIDTH VARIES

S 02°33'19" W 309.53'
S 02°33'19" W 420.31'
(S4°00'W 430.81')

33'

50'

16.50'

32.41'

C1

RBR. F.
0.6' N.

766.88'

CENTER OF
SECTION 30-7-17
CONC. MON. W/
SEWRPC BRASS
CAP FND.

S 00°45'11" W 2635.79'

E. LINE OF THE NW 1/4
OF SEC 30-7-17

58.25'

735.22'

WEST MEANDER
CORNER SECTION
30-7-17 CONC. MON. W/
SEWRPC BRASS
CAP FND.

RBR. F.
1.0' N.

PRIMARY ENVIRONMENTAL
CORRIDOR PER WAUKESHA
COUNTY GIS

UNPLATTED LANDS
KSA GOLDEN LAKE LLC

N. LINE OF THE SW 1/4 OF SEC 30-7-17

S 88°12'33" W 2087.68'

(EAST 581.68')

N 88°12'33" E 585.58'

LEGEND

SECTION CORNER MONUMENT

CONCRETE MONUMENT

SET 0.75" O.D. X 18" REBAR
WEIGHING 1.502 LBS/FT.

FOUND 1" IRON PIPE OR NOTED

FOUND RAILROAD SPIKE

FOUND PK

RECORD DIMENSION

PROPOSED DRIVEWAY LOCATION

SOIL BORE



LAND SURVEYING • LAND PLANNING
111 W. 2ND STREET
OCONOMOWOC, WI 53066
WWW.LANDTECHWI.COM
(262) 367-7599

SEE SHEET 2 FOR CURVE AND
LINE TABLE.

DATED 05/29/2024
JOB# 24087

THIS INSTRUMENT WAS DRAFTED BY MATTHEW T. O'ROURKE, S-2771 SHEET 1 OF 3

WAUKESHA CO. CERTIFIED SURVEY MAP NO. _____

PART OF LOT A OF THE AMENDED PLAT OF GOLDEN LAKE SHORES A SUBDIVISION, BEING A PART OF THE NE 1/~~12~~¹⁴ OF THE SW 1/4 OF SECTION 30, TOWNSHIP 7 NORTH, RANGE 17 EAST, VILLAGE OF SUMMIT, WAUKESHA COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE:

I, MATTHEW T. O’ROURKE, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY:

THAT I HAVE SURVEYED, DIVIDED AND MAPPED A DIVISION OF LAND BEING PART OF LOT A OF THE AMENDED PLAT OF GOLDEN LAKE SHORES A SUBDIVISION, BEING A PART OF THE NE 1/~~12~~¹⁴ OF THE SW 1/4 OF SECTION 30, TOWNSHIP 7 NORTH, RANGE 17 EAST, VILLAGE OF SUMMIT, WAUKESHA COUNTY, WISCONSIN. DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTH 1/4 CORNER OF SECTION 30, TOWN 7 NORTH, RANGE 17 EAST; THENCE S 00°45’11” W, ALONG THE EAST LINE OF THE NORTHWEST 1/4 OF SECTION 30, 2635.79 FEET TO THE CENTER OF SECTION 30; THENCE S 88°12’33” W, ALONG THE NORTH LINE OF THE SOUTHWEST 1/4 OF SECTION 30, 766.88 FEET TO THE NORTHEAST CORNER OF LOT A OF GOLDEN LAKE SHORES AND POINT OF BEGINNING; THENCE S 02°33’19” W, ALONG THE EAST LINE OF LOT A OF GOLDEN LAKE SHORES, 420.31 FEET TO THE SOUTHEAST CORNER OF LOT A OF GOLDEN LAKE SHORES; THENCE ALONG THE SOUTH LINE OF LOT A OF GOLDEN LAKE SHORES FOR THE FOLLOWING 6 COURSES: 1.: THENCE S 47°32’37” W, 28.13 FEET; 2.: THENCE N 87°26’41” W, 176.72 FEET; 3.: THENCE N 42°27’23” W, 28.70 FEET; 4.: THENCE N 01°41’47” E, 98.08 FEET; 5.: THENCE N 61°10’46” W, 148.39 FEET; 6.: THENCE S 87°37’20” W, 215.25 FEET; THENCE N 01°54’45” W, 231.01 FEET TO THE NORTH LINE OF THE SOUTHWEST 1/4 OF SECTION 30; THENCE N 88°12’33” E, ALONG THE NORTH LINE OF THE SOUTHWEST 1/4 OF SECTION 30; 585.58 FEET TO THE POINT OF BEGINNING.

DESCRIBED LANDS HAVING AN AREA OF 180,923 SQUARE FEET OR 4.153 ACRES.

THAT I HAVE MADE SAID SURVEY BY THE DIRECTION OF THE ZAHN REVOCABLE TRUST NOVEMBER 24, 2015 OWNER OF SAID LANDS.

THAT SUCH MAP IS A CORRECT REPRESENTATION OF THE EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE DIVISION THEREOF.

THAT I HAVE FULLY COMPLIED WITH PROVISIONS OF S. 236.34 OF THE WISCONSIN STATUTES AND THE SUBDIVISION CONTROL ORDINANCE OF VILLAGE OF SUMMIT IN SURVEYING AND MAPPING THE SAME.

DATED THIS _____ DAY OF _____, 20_____.

MATTHEW T. O’ROURKE, S-2771

PRIMARY ENVIRONMENTAL CORRIDOR AND WETLAND RESTRICTIONS:

THOSE AREAS IDENTIFIED AS A PRIMARY ENVIRONMENTAL CORRIDOR PRESERVATION AREA ON PAGE 1 OF 4 OF THIS CERTIFIED SURVEY MAP SHALL BE SUBJECT TO THE FOLLOWING RESTRICTIONS:

1. GRADING, FILLING AND REMOVAL OF TOPSOIL OR OTHER EARTHEN MATERIALS ARE PROHIBITED, UNLESS SPECIFICALLY AUTHORIZED BY THE VILLAGE OF SUMMIT AND, IF APPLICABLE, THE WAUKESHA COUNTY DEPARTMENT OF PARKS AND LAND USE, THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES AND THE ARMY CORPS OF ENGINEERS.

2. THE REMOVAL OR DESTRUCTION OF ANY VEGETATIVE COVER, I.E., TREES, SHRUBS, GRASSES, ETC., IS PROHIBITED, WITH THE EXCEPTION THAT. INVASIVE, DEAD, DISEASED, OR DYING VEGETATION MAY BE REMOVED, AT THE DISCRETION OF THE LANDOWNER, AND WITH APPROVAL FROM THE VILLAGE OF SUMMIT, SHALL ALSO BE PERMITTED.

3. GRAZING BY DOMESTICATED ANIMALS, I.E., HORSES, COWS, ETC., IS PROHIBITED, UNLESS GRAZING IS CONDUCTED IN ORDER TO MANAGE INVASIVE VEGETATION AND APPROVAL IS OBTAINED BY THE VILLAGE OF SUMMIT.

4. THE INTRODUCTION OF PLANT MATERIAL NOT INDIGENOUS TO THE EXISTING ENVIRONMENT IS PROHIBITED.

5. PONDS ARE PROHIBITED UNLESS DESIGNED TO ENHANCE THE NATURAL ENVIRONMENT. PONDS THAT MAY BE PERMITTED ARE SUBJECT TO THE APPROVAL OF VILLAGE OF SUMMIT, IF APPLICABLE, THE WAUKESHA COUNTY DEPARTMENT OF PARKS AND LAND USE, THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES AND THE ARMY CORPS OF ENGINEERS.

6. THE CONSTRUCTION OF BUILDINGS IS PROHIBITED.

CURVE #	RADIUS	DELTA	ARC DIST	CHORD DIST	CHORD BEARING	TANGENT IN	TANGENT OUT
C1	116.50'	30°51'58"	62.76'	62.00'	S 17°59'18" W	S 33°25'17" W	S 02°33'19" W
C2	22.00'	90°00'00"	34.56'	31.11'	S 47°33'19" W	S 87°26'41" E	N 02°33'19" E
C3	15.00'	79°19'14"	20.77'	19.15'	N 47°47'04" W	S 08°07'27" E	S 87°26'41" E
C4	307.14'	16°06'17"	86.33'	86.05'	N 69°13'54" W	N 61°10'46" W	N 77°17'03" W
C5	55.50'	38°04'20"	36.88'	36.20'	S 83°40'47" W	N 77°17'03" W	S 64°38'37" W
C6	99.21'	38°43'35"	67.06'	65.79'	S 45°16'49" W	S 64°38'37" W	S 25°55'02" W

LINE	BEARING	DISTANCE
L1	S 47°32'37" W	28.13'
L2	N 42°27'23" W	28.70'
L3	N 01°41'47" E	98.08'
L4	N 08°07'27" W	43.82'
L5	N 61°10'46" W	25.05'

WAUKESHA CO. CERTIFIED SURVEY MAP NO. _____

PART OF LOT A OF THE AMENDED PLAT OF GOLDEN LAKE SHORES A SUBDIVISION, BEING A PART OF THE NE 1/4 OF THE SW 1/4 OF SECTION 30, TOWNSHIP 7 NORTH, RANGE 17 EAST, VILLAGE OF SUMMIT, WAUKESHA COUNTY, WISCONSIN.

OWNER'S CERTIFICATE:

AS OWNER ZAHN REVOCABLE TRUST NOVEMBER 24, 2015, WE HEREBY CERTIFY THAT WE CAUSED SAID LANDS TO BE SURVEYED, DIVIDED, DEDICATED AND MAPPED AS SHOWN ON THIS MAP. WE ALSO CERTIFY THAT THIS CSM IS REQUIRED TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL: VILLAGE OF SUMMIT.
WITNESS THE HAND AND SEAL OF SAID OWNERS:

THIS _____ DAY OF _____, 20_____.

ROBERT ZAHN MARY ZAHN

STATE OF WISCONSIN)SS
COUNTY OF _____)

PERSONALLY CAME BEFORE ME THIS _____DAY OF _____, 20_____, THE ABOVE NAMED ZAHN REVOCABLE TRUST NOVEMBER 24, 2015, TO ME KNOWN TO BE THE SAME PERSON(S) WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THE SAME.

NOTARY SIGNATURE _____

PRINT NAME _____

MY COMMISSION EXPIRES _____

VILLAGE OF SUMMIT PLAN COMMISSION

THIS LAND DIVISION IS HEREBY APPROVED BY THE PLAN COMMISSION OF THE VILLAGE OF SUMMIT, THIS
_____ DAY OF _____, 20_____.

JIM SIEPMANN, CHAIRPERSON DEBRA MICHAEL—CLERK/TREASURER/ADMINISTRATOR

VILLAGE OF SUMMIT BOARD

THIS LAND DIVISION IS HEREBY APPROVED BY THE VILLAGE OF SUMMIT BOARD,
THIS _____ DAY OF _____, 20_____.

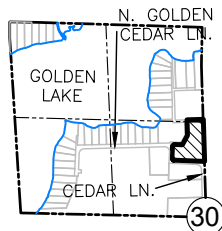
JACK RILEY—PRESIDENT DEBRA MICHAEL—CLERK/TREASURER/ADMINISTRATOR

PRELIMINARY

WAUKESHA CO. CERTIFIED SURVEY MAP NO. _____

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VICINITY MAP



SW 1/4 SEC. 30-7-17
1"=2640'



CEDAR LN.
R.O.W. WIDTH VARIES

LOT 15
AMENDED PLAT OF
GOLDEN LAKE SHORES

**N. GOLDEN
CEDAR LN.**
R.O.W. WIDTH VARIES

CSM 12190
C&K ZACHARIAS

WETLANDS PER SEWRPC,
DELINEATED 5/23/2017

LOT 1

165,488 S.F.
3.799 ACRES

DEDICATED TO THE PUBLIC
FOR ROADWAY PURPOSES
9,713 S.F. OR 0.223 ACRES

CEDAR LN.
R.O.W. WIDTH VARIES

LOT 2
CSM 12190
K&B KNUTESON



1 INCH = 100 FEET

BEARINGS BASED ON GRID NORTH OF
THE WISCONSIN COUNTY COORDINATE
SYSTEM, WAUKESHA COUNTY ZONE (NAD
83 WISCORS 2011) AND REFERENCED TO
THE EAST LINE OF THE NW 1/4 OF SEC.
30-7-17 MEASURED AS S00°45'11"W.

PREPARED FOR:
ZAHN REVOCABLE TRUST
NOVEMBER 24, 2015
ROBERT AND MARY ZAHN
2873 ROCK RIVER CT.
SUMMIT, WI 53066



LAND SURVEYING • LAND PLANNING
111 W. 2ND STREET
OCONOMOWOC, WI 53066
WWW.LANDTECHWI.COM
(262) 367-7599

THIS INSTRUMENT WAS DRAFTED BY MATTHEW T. O'ROURKE, S-2771 SHEET 1 OF 3

NW CORNER OF LOT 1 OF
GOLDEN LAKE SHORES.

PT LOT A
AMENDED PLAT OF
GOLDEN LAKE SHORES
A&C SOMERS

(SOUTH 256.84')
N 01°54'45" W 231.01'

29.95'

S 87°37'20" W 215.25'

(EAST 212.59')

185.30'

C5

40

S7

N 61°10'46" W 61.148.39'

(N59°30' W 148.42')

46.59'

51.50'

(S41°E 28.28')

(N4°E 115.42')

L3

N 87°26'41" W 176.72'

(N86°W 176.75')

LOT 3

CSM 12190

C&K ZACHARIAS

47'

E 29.28'

S 02°33'19" W 309.53'

387.91'

S 02°33'19" W 420.31'

(S4°00'W 430.81')

33'

50'

16.50'

32.41'

C1

766.88'

735.22'

58.25'

WEST MEANDER
CORNER SECTION
30-7-17 CONC. MON.
W/ SEWRPC BRASS
CAP FND.

RBR. F.
1.0' N.

PRIMARY ENVIRONMENTAL
CORRIDOR PER WAUKESHA
COUNTY GIS

UNPLATTED LANDS
KSA GOLDEN LAKE LLC

N. LINE OF THE SW 1/4 OF SEC 30-7-17

S 88°12'33" W 2087.68'

(EAST 581.68')

N 88°12'33" E 585.58'

766.88'

CENTER OF
SECTION 30-7-17
CONC. MON. W/
SEWRPC BRASS
CAP FND.

S 00°45'11" W 2635.79'

E. LINE OF THE NW 1/4
OF SEC 30-7-17



LEGEND

- SECTION CORNER MONUMENT
- CONCRETE MONUMENT
- SET 0.75" O.D. X 18" REBAR
WEIGHING 1.502 LBS/FT.
- FOUND 1" IRON PIPE OR NOTED
- FOUND RAILROAD SPIKE
- FOUND PK
- RECORD DIMENSION
- PROPOSED DRIVEWAY LOCATION
- SOIL BORE

RBR. F.
0.6' N.

N. 1/4 CORNER
SECTION 30-7-17
CONC. MON. W/
SEWRPC BRASS
CAP FND.

• SEE SHEET 2 FOR CURVE AND
LINE TABLE.

DATED 05/29/2024
JOB# 24087

WAUKESHA CO. CERTIFIED SURVEY MAP NO. _____

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ROBERT ZAHN MARY ZAHN

STATE OF WISCONSIN)SS
COUNTY OF _____)

PERSONALLY CAME BEFORE ME THIS _____DAY OF _____, 20_____, THE ABOVE NAMED ZAHN REVOCABLE TRUST NOVEMBER 24, 2015, TO ME KNOWN TO BE THE SAME PERSON(S) WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THE SAME.

NOTARY SIGNATURE _____

PRINT NAME _____

MY COMMISSION EXPIRES _____

VILLAGE OF SUMMIT PLAN COMMISSION

THIS LAND DIVISION IS HEREBY APPROVED BY THE PLAN COMMISSION OF THE VILLAGE OF SUMMIT, THIS
_____ DAY OF _____, 20_____.

JIM SIEPMANN, CHAIRPERSON DEBRA MICHAEL—CLERK/TREASURER/ADMINISTRATOR

VILLAGE OF SUMMIT BOARD

THIS LAND DIVISION IS HEREBY APPROVED BY THE VILLAGE OF SUMMIT BOARD,
THIS _____ DAY OF _____, 20_____.

JACK RILEY—PRESIDENT DEBRA MICHAEL—CLERK/TREASURER/ADMINISTRATOR



Village Hall, 262-567-2757
Fax, 262-567-4115
Highway Dept., 262-567-2422
Police Dept., 262-567-1134
Building Inspector, 262-490-4141
www.summitvillage.org

Summit Village Hall • 37100 Delafield Road • Summit, WI 53066

MEMORANDUM

To: Village Board

From: Amy Barrows, Planner

Date: July 11, 2024

Re: **Zoning and Shoreland Protection Ordinance Text Amendment – Road Setback**

BACKGROUND:

In 2023, the Village Board adopted an ordinance that modified the road setback in several districts from 75 ft. to 50 ft. The ordinance incidentally did not amend Section 111-347(e)(1)j, which is specific to accessory structures in the R-1 District.

The provision currently reads: "Accessory structure minimum front/street setback: 75 feet from base setback line. Where an existing pattern of development exists less than the requirement listed above, refer to section 111-96(a)(5)."

In an effort to be consistent with the intent of the 2023 text amendment, 75 ft. should be replaced with 50 ft.

At the June meeting, Plan Commission held a public hearing and unanimously recommended that Village Board adopt the enclosed ordinance to amend Section 111-347(e)(1)j, reducing the accessory structure minimum front/street setback from 75 ft. to 50 ft. in the R-1 Estate Residential District.

ATTACHMENTS:

- Draft Ordinance

FISCAL IMPACT: None

RECOMMENDED MOTION:

Adopt the enclosed ordinance to repeal and recreate Section 111-347(e)(1)j, reducing the accessory structure minimum front/street setback from 75 ft. to 50 ft. in the R-1 Estate Residential District, subject to Village Attorney review.

ORDINANCE NO. _____

**AN ORDINANCE TO REPEAL AND RE-CREATE THE TEXT OF CHAPTER 111
ZONING CODE OF THE VILLAGE OF SUMMIT CODE OF ORDINANCES
RELATED TO ROAD SETBACK**

WHEREAS, pursuant to Section 111-386(b)(1) of the Village Code, the Village of Summit Zoning Administrator recommended amending the text of Chapter 111 “Zoning and Shoreland Protection” of the Village of Summit Code of Ordinances, and

WHEREAS, the Village Planner made the recommendation at the June 20, 2024 Plan Commission meeting to revise the terms of the Village Code in order to reduce the required front/street setback for accessory structures in the R-1 Estate Residential District; and

WHEREAS, upon publication of the required “Notice of Public Hearing” pursuant to Section 111-387(b)(1)(a) of the Village Code and mailing of said "Notice of Public Hearing" to all parties-in-interest as required by Section 111-387(b)(1)(b) of the Village Code, the Plan Commission for the Village of Summit held a public hearing on June 20, 2024, as required by Section 111-386(b)(4) of the Village Code; and

WHEREAS, at the June 20, 2024 Plan Commission public hearing, the Village Zoning Administrator presented information on the proposed text amendments; and

WHEREAS, following the June 20, 2024 Plan Commission public hearing, the commissioners considered the information presented at the public hearing; and

WHEREAS, the Plan Commission recommended approval of the proposed changes, and directed Village staff to prepare an Ordinance for Village Board consideration; and

WHEREAS, the Village Board finds that this change to the Village Zoning Code is not a down zoning ordinance because it does not decrease the development density of land and it does not reduce the permitted uses of land, and therefore the super majority requirement of Section 66.10015, Wisconsin Statutes, does not apply to this ordinance; and

WHEREAS, the Village Board of the Village of Summit, having determined that all procedural requirements and notice requirements have been satisfied, having given the matter due consideration, and having based its determination on the effect of the granting of such zoning text amendments on the health, safety and welfare of the community, hereby determine that the amendments will not violate the spirit or intent of the Village Code, and will not be contrary to the public health, safety or general welfare of the Village of Summit.

NOW, THEREFORE, the Village Board of the Village of Summit, Waukesha County, Wisconsin, DO ORDAIN as follows:

SECTION 1: Chapter 111 of the Village of Summit Municipal Code entitled “Zoning and Shoreland Protection,” Article XII entitled “District Regulations,” Section 111-347 entitled “Estate Residential District (R-1),” Subsection (e) entitled “Bulk regulations (R-1),” Subsection (1) “Standard development requirements,” Subsection j is hereby repealed and recreated to read as follows:

Accessory structure minimum front/street setback: 50 ft. from base setback line. Where an existing pattern of development exists less than the requirement listed above, refer to section 111-96(a)(5).

SECTION 2. SEVERABILITY.

The several sections of this Ordinance are declared to be severable. If any section or portion thereof shall be declared by a decision of competent jurisdiction to be invalid, unlawful or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision, and shall not affect the validity of any other provisions, sections or portions thereof of the Ordinance. The remainder of the Ordinance shall remain in full force and effect. Any other Ordinances whose terms are in conflict with the provisions of this Ordinance are hereby repealed as to those terms that conflict.

SECTION 3. EFFECTIVE DATE.

This Ordinance shall be in full force and effect from and after its passage and publication.

Passed and adopted this _____ day of _____, 2024.

VILLAGE OF SUMMIT

Jack Riley, Village President

ATTEST:

Debra J. Michael, Village Administrator-Clerk/Treasurer

Published and posted this _____ day of _____, 2024.

This instrument drafted by
Amy Barrows, Village Planner

Zoning Ordinance Text Amendment Proposal
6/20/2024 Plan Commission Meeting
Road Setback

Staff Report

Village of Summit, Wisconsin

Possible Motion:

Motion to recommend that Village Board adopt a text amendment to Section 111-347(e)(1)j, reducing the accessory structure minimum front/street setback from 75 ft. to 50 ft. in the R-1 Estate Residential District.

Summary:

In 2023, the Village Board adopted an ordinance that modified the road setback in several districts from 75 ft. to 50 ft. The ordinance incidentally did not amend Section 111-347(e)(1)j, which is specific to accessory structures in the R-1 District.

The provision currently reads: “Accessory structure minimum front/street setback: 75 feet from base setback line. Where an existing pattern of development exists less than the requirement listed above, refer to section 111-96(a)(5).”

In an effort to be consistent with the intent of the 2023 text amendment, 75 ft. should be replaced with 50 ft.



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MEMORANDUM

To: Village Board

From: Amy Barrows, Planner

Date: July 11, 2024

Re: **Certified Survey Map Request**
James Stoffer
3348 N. Silver Lake Drive, SUMT0612031

BACKGROUND: The applicant is proposing to combine part of Lot 30, all of Lot 31, and part of Lot 32 of Williams Jones Lake Beach Subdivision. The area to be combined has been occupied as a single parcel and includes a residence that extends over an interior lot line. In order for the applicant to construct an attached garage on the north side of the residence, the lots must be legally combined by CSM. The CSM is in the process of being reviewed by staff. Each lot is nonconforming to lot size and width. The combined lot will continue to be nonconforming to lot size and width, but the lot will become more conforming. The ultimate road right-of-way width of N. Silver Lake Drive has been previously reduced to 50 ft. This right-of-way width is acknowledged as part of the CSM. Although the Village has prescribed rights to the road north of the property, the road is privately owned.

It should be noted that the combination of two nonconforming lots requires that the criteria of Article X, Section 109-32 Existing Substandard Lots be met. The criteria include compatibility with existing lots and building development in the immediate area, safe sewage disposal, the economic and engineering practicality of any possible redivision, and the degree of practical hardship which may be imposed upon the owner. *The property has historically existed as a single lot of record and will continue to exist in the same manner. Future land division will be prohibited. The property is connected to public sewer. It would be unreasonable to prohibit the lot combination.*

At their meeting on June 20, 2024, the Plan Commission unanimously passed a motion to recommend that Village Board approve the Certified

Survey Map subject to the conditions stated in the recommended motion of this report, including compliance with all staff comments.

A more detailed assessment of the site conditions and staff comments is included in the June 20, 2024 Plan Commission report.

ATTACHMENTS: 6/20/2024 Plan Commission report
5/29/2024 Surveyor review letter
Draft Certified Survey Map – 5/14/2024

FISCAL IMPACT: None

RECOMMENDED MOTION:

Approve the Certified Survey Map subject to the following conditions:

- A. APPROVALS FROM ALL OBJECTING AND APPROVING BODIES:** Petitioner shall satisfy all comments, conditions and concerns of the Village Engineer, Surveyor, and Planner prior to approval of the final Certified Survey Map.
- B. SUBJECT TO REIMBURSEMENT OF EXPENSES.** As a condition precedent to this conditional CSM approval taking effect, the Petitioner shall pay all fees, costs, and assessments due and owing to the Village of Summit, and for reimbursement of any expenses, costs and disbursements which have been incurred by the Village of Summit in the drafting, review or enforcement of this conditional CSM approval, including without limitation by reason of enumeration, design, engineering, inspection and legal work.
- C. UTILITY CONNECTION FEES.** As a condition precedent to this conditional CSM approval taking effect, the Petitioner shall pay all utility connection fees owed to the Village of Summit. Note: **The CSM will not result in additional lots. Therefore, this condition does not apply.**
- D. NO BUSINESS OR COMMERCIAL USE.** There shall be no commercial or business use on this lot, except as specifically permitted within or pursuant to the applicable Zoning Code.
- E. ONE YEAR TO SATISFY CONDITIONS.** Subject to the Petitioner satisfying all of the aforementioned conditions within one year of the Village Board granting conditional final approval of the CSM.

CERTIFIED SURVEY MAP REVIEW
6/20/2024 Plan Commission Meeting
Stoffer Property – 3348 N. Silver Lake Drive (SUMT0612031)

Staff Report

Village of Summit, Wisconsin

Property Location: 3348 N. Silver Lake Drive (SUMT0612031)

Property Owner: James Stoffer

Zoning: R-3 Village Residential (43,560 sq. ft. per unit/min. lot size 35,000 sq. ft.)

Land Use Plan: SF Residential 0.6-acre density

Recommended Motion:

Motion to recommend that Village Board approve the Certified Survey Map with consideration given to Article X Existing Substandard Lots, Chapter 109 Subdivision of Land, subject to the following conditions:

- A. APPROVALS FROM ALL OBJECTING AND APPROVING BODIES: Petitioner shall satisfy all comments, conditions and concerns of the Village Engineer, Surveyor, and Planner prior to approval of the final Certified Survey Map.*
- B. SUBJECT TO REIMBURSEMENT OF EXPENSES. As a condition precedent to this conditional CSM approval taking effect, the Petitioner shall pay all fees, costs, and assessments due and owing to the Village of Summit, and for reimbursement of any expenses, costs and disbursements which have been incurred by the Village of Summit in the drafting, review or enforcement of this conditional CSM approval, including without limitation by reason of enumeration, design, engineering, inspection and legal work.*
- C. UTILITY CONNECTION FEES. As a condition precedent to this conditional CSM approval taking effect, the Petitioner shall pay all utility connection fees owed to the Village of Summit. Note: **The CSM will not result in additional lots. Therefore, this condition does not apply.***
- D. NO BUSINESS OR COMMERCIAL USE. There shall be no commercial or business use on this lot, except as specifically permitted within or pursuant to the applicable Zoning Code.*
- E. ONE YEAR TO SATISFY CONDITIONS. Subject to the Petitioner satisfying all of the aforementioned conditions within one year of the Village Board granting conditional final approval of the CSM.*

Summary:

The applicant is proposing to combine part of Lot 30, all of Lot 31, and part of Lot 32 of Williams Jones Lake Beach Subdivision. The area to be combined has been occupied as a single parcel and includes a residence that extends over an interior lot line. In order for the applicant to construct an attached garage on the north side of the residence, the lots must be legally combined by CSM. The CSM is in the process of being reviewed by staff. Each lot is nonconforming to lot size and width. The combined lot will continue to be nonconforming to lot size and width, but the lot will become more conforming. The ultimate road right-of-way width of N. Silver Lake Drive has been previously reduced to 50 ft. This right-of-way width is acknowledged as part of the CSM. Although the Village has prescribed rights to the road north of the property, the road is privately owned.

It should be noted that the combination of two nonconforming lots requires that the criteria of Article X, Section 109-32 Existing Substandard Lots be met. The criteria include compatibility with existing lots and building development in the immediate area, safe sewage disposal, the economic and engineering practicality of any possible redivision, and the degree of practical hardship which may be imposed upon the owner. *The property has historically existed as a single lot of record and will continue to exist in the same manner. Future land division will be prohibited. The property is connected to public sewer. It would be unreasonable to prohibit the lot combination.*

Considerations:

Access and Frontage: The lot will continue to have frontage on N. Silver Lake Drive.

Total Area: The combined lot will be 17,428 sq. ft. in size and the width will be 130 ft. R-3 Residential District requires a minimum lot size of 35,000 sq. ft. and a minimum width of 150 ft. The lot size and width do not conform to the zoning district standards. However, the CSM is a formality to legally combine multiple nonconforming lots that have historically been occupied as a single-family residential lot.

Sanitary Sewer System available: The property is in Utility District #2. No changes are proposed.

Water System Available: The lot is served by a private well.

Natural Resources: None.

Planner Comments:

- Debra Michael's signatures should read "Administrator-Clerk/Treasurer."
- A note shall be added to the CSM that states, "The entire area of this CSM is located within the Village of Summit's Shoreland Jurisdictional Boundary."
- A note shall be added to the CSM that states, "The property shall not be further divided."

Surveyor and Engineering Comments: See attached letter dated May 29, 2024.

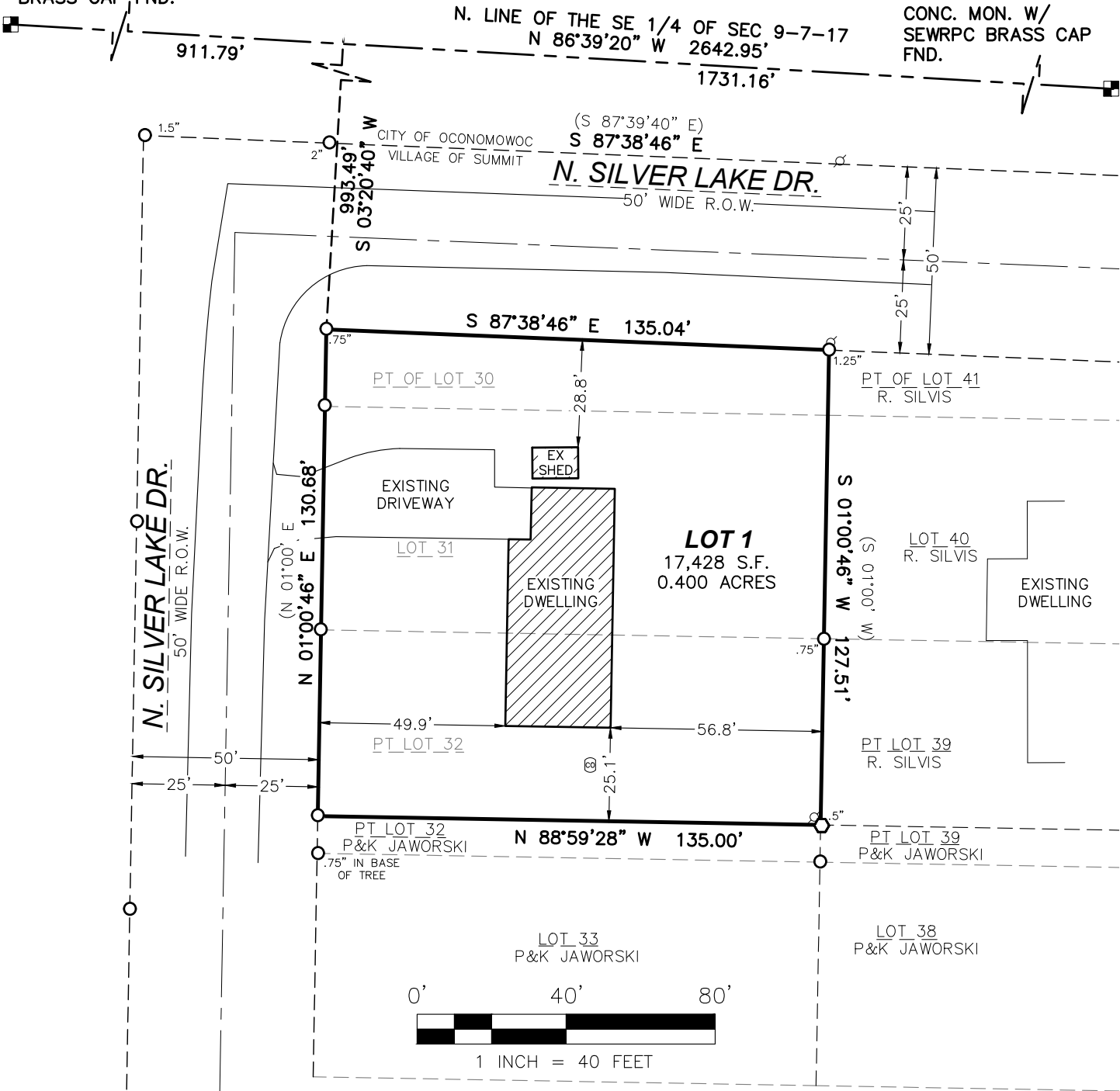
PRELIMINARY

WAUKESHA CO. CERTIFIED SURVEY MAP NO. _____

LOT 30, EXCEPTING THE NORTHERLY 50 FEET, ALL OF LOT 31 AND THE NORTH 50 FEET OF LOT 32 OF WILLIAM JONES SILVER LAKE BEACH SUBDIVISION, BEING PART OF THE NW 1/4 OF THE SE 1/4 OF SECTION 9, TOWNSHIP 7 NORTH, RANGE 17 EAST, VILLAGE OF SUMMIT, WAUKESHA COUNTY, WISCONSIN.

CENTER OF SECTION
9-7-17 CONC.
MON. W/ SEWRPC
BRASS CAP FND.

EAST 1/4 CORNER
OF SECTION 9-7-17
CONC. MON. W/
SEWRPC BRASS CAP
FND.



BEARINGS BASED ON GRID NORTH OF THE WISCONSIN COUNTY COORDINATE SYSTEM, WAUKESHA COUNTY ZONE (NAD 83 WISCONS 2011) AND REFERENCED TO THE NORTH LINE OF THE SE 1/4 OF SEC. 9-7-17 MEASURED AS N86°39'20"W.

LEGEND

- SECTION CORNER MONUMENT
- FOUND 3/4 REBAR OR NOTED
- FOUND 1" IRON PIPE OR NOTED
- SEPTIC CLEANOUT



PREPARED FOR:
JAMES & JANET STOFFER
3348 N. SILVER LAKE DR.
OCONOMOWOC, WI 53066

LAND SURVEYING • LAND PLANNING
111 W. 2ND STREET
OCONOMOWOC, WI 53066
WWW.LANDTECHWI.COM
(262) 367-7599

DATED 05/14/2024
JOB# 24090

THIS INSTRUMENT WAS DRAFTED BY MATTHEW T. O'ROURKE, S-2771 SHEET 1 OF 3

WAUKESHA CO. CERTIFIED SURVEY MAP NO. _____

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SURVEYOR'S CERTIFICATE:

I, MATTHEW T. O'ROURKE, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY:

THAT I HAVE SURVEYED, DIVIDED AND MAPPED A DIVISION OF LAND BEING LOT 30, EXCEPTING THE NORTHERLY 50 FEET, ALL OF LOT 31 AND THE NORTH 50 FEET OF LOT 32 OF WILLIAM JONES SILVER LAKE BEACH SUBDIVISION, BEING PART OF THE NW 1/4 OF THE SE 1/4 OF SECTION 9, TOWNSHIP 7 NORTH, RANGE 17 EAST, VILLAGE OF SUMMIT, WAUKESHA COUNTY, WISCONSIN DESCRIBED AS FOLLOWS:

COMMENCING AT THE EAST 1/4 CORNER OF SECTION 9, TOWN 7 NORTH, RANGE 17 EAST; THENCE N 86°39'20" W, ALONG THE NORTH LINE OF THE SOUTHEAST 1/4 OF SECTION 9, 1731.16 FEET; THENCE S 03°20'40" W, 993.49 FEET TO THE SOUTH RIGHT-OF-WAY OF NORTH SILVER LAKE DRIVE AND POINT OF BEGINNING; THENCE S 87°38'46" E, ALONG THE SOUTH RIGHT-OF-WAY OF NORTH SILVER LAKE DRIVE, 135.04 FEET TO A POINT LYING ON THE WEST LINE OF LOT 41 OF SILVER LAKE BEACH SUBDIVISION; THENCE S 01°00'46" W, ALONG THE WEST LINE OF LOT 41, LOT 40, AND LOT 39, OF SILVER LAKE BEACH SUBDIVISION, 127.51 FEET; THENCE N 88°59'28" W, 135.00 FEET TO THE EAST RIGHT-OF-WAY OF NORTH SILVER LAKE DRIVE; THENCE N 01°00'46" E, ALONG THE EAST RIGHT-OF-WAY OF NORTH SILVER LAKE DRIVE, 130.68 FEET TO THE POINT OF BEGINNING.

DESCRIBED LANDS HAVING AN AREA OF 17,428 SQUARE FEET OR 0.400 ACRES.

THAT I HAVE MADE SAID SURVEY BY THE DIRECTION OF JAMES AND JANET STOFFER OWNERS OF SAID LANDS.

THAT SUCH MAP IS A CORRECT REPRESENTATION OF THE EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE DIVISION THEREOF.

THAT I HAVE FULLY COMPLIED WITH PROVISIONS OF S. 236.34 OF THE WISCONSIN STATUTES AND THE SUBDIVISION CONTROL ORDINANCE OF VILLAGE OF SUMMIT IN SURVEYING, AND MAPPING THE SAME.

DATED THIS _____ DAY OF _____, 20_____.

MATTHEW T. O'ROURKE, S-2771

WAUKESHA CO. CERTIFIED SURVEY MAP NO. _____

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OWNER'S CERTIFICATE:

AS OWNERS JAMES AND JANET STOFFER HEREBY CERTIFY THAT WE CAUSED SAID LANDS TO BE SURVEYED, AND MAPPED AS SHOWN ON THIS MAP. WE ALSO CERTIFY THAT THIS CSM IS REQUIRED TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL: VILLAGE OF SUMMIT.
WITNESS THE HAND AND SEAL OF SAID OWNERS:

THIS _____ DAY OF _____, 20_____.

JAMES STOFFER

JANET STOFFER

STATE OF WISCONSIN)SS
COUNTY OF _____)

PERSONALLY CAME BEFORE ME THIS _____DAY OF _____, 20_____, THE ABOVE NAMED JAMES AND JANET STOFFER, TO ME KNOWN TO BE THE SAME PERSON(S) WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THE SAME.

NOTARY SIGNATURE _____

PRINT NAME _____

MY COMMISSION EXPIRES _____

VILLAGE OF SUMMIT PLAN COMMISSION

THIS LAND DIVISION IS HEREBY APPROVED BY THE PLAN COMMISSION OF THE VILLAGE OF SUMMIT, THIS
_____ DAY OF _____, 20_____.

JIM SIEPMANN, CHAIRPERSON

DEBRA MICHAEL—CLERK/TREASURER/ADMINISTRATOR

VILLAGE OF SUMMIT BOARD

THIS LAND DIVISION IS HEREBY APPROVED BY THE VILLAGE OF SUMMIT BOARD,
THIS _____ DAY OF _____, 20_____.

JACK RILEY—PRESIDENT

DEBRA MICHAEL—CLERK/TREASURER/ADMINISTRATOR



May 29, 2024

RE: Village of Summit
Stoffer Property CSM Review
SEH No. 176551 Task 27

Ms. Amy Barrows
Village Planner
Village of Summit
37100 Delafield Road
Summit, WI 53066

Dear Ms. Barrows:

We have reviewed the Certified Survey Map prepared for James & Janet Stoffer and prepared by Matthew O'Rourke of LandTech Surveying. The CSM reviewed is dated 05/14/2024. We offer the following comments:

- 1) The old lot lines and labels of the prior lots should be removed as they will no longer exist once this map is recorded.
- 2) A Vision Corner Easement and associated restrictive language are required.
- 3) The Plan Commission may elect to have the right of way lines at the intersection rounded.
- 4) All sheets must be signed, stamped and dated by the surveyor.
- 5) Any existing or proposed easements must be shown.

Please do not hesitate to contact me with any questions or comments at 414.949.8919 or kkindred@sehinc.com.

Sincerely,

Keith Kindred, PLS
Principal, Regional Practice Center Leader
(Lic. WI, IL)

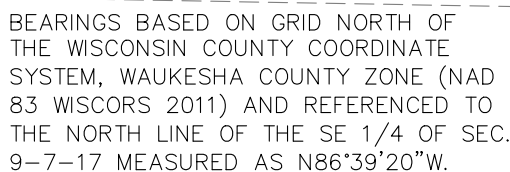
Attachment: CSM Marked-Up Copy for reference
btp

x:\pt\summv\176551\task 27 - stoffer csm review\176551 task 27-stoffer csm review letter_village of summit_2024-05-29.docx

WAUKESHA CO. CERTIFIED SURVEY MAP NO.

CENTER OF SECTION
9-7-17 CONC.
MON. W/ SEWRPC
BRASS CAP, FND.

EAST 1/4 CORNER
OF SECTION 9-7-17
CONC. MON. W/
SEWRPC BRASS CAP
FND.



	SECTION CORNER MONUMENT
	FOUND 3/4 REBAR" OR NOTED
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	SEPTIC CLEANOUT



DATED 05/14/2024
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DATED THIS _____ DAY OF _____, 20_____.

MATTHEW T. O'ROURKE, S-2771

all sheets must be signed and dated

WAUKESHA CO. CERTIFIED SURVEY MAP NO. _____

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JANET STOFFER

STATE OF WISCONSIN)SS
COUNTY OF _____)

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PRINT NAME _____

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Summit Village Hall • 37100 Delafield Road • Summit, WI 53066

MEMORANDUM

To: Village Board

From: Amy Barrows, Planner

Date: July 11, 2024

Re: **Sunset Family Farms, LLC, property owner at 37736 Sunset Drive**
Zoning and Shoreland Protection Ordinance Text Amendment – Rental of Agricultural Buildings for private events

BACKGROUND: A summary of the request is included in the packet as part of the June 20, 2024 Plan Commission Staff Report.

At their meeting on June 20, 2024, a motion to recommend that Village Board adopt the proposed text amendments failed with two Plan Commissioners voting in favor of the request (Katz, Siepmann) and three Plan Commissioners voting against the request (Petronovich, Murray, Kaja). Plan Commissioner Schmitter and Alternate Gucciardi previously voted in favor of a more intensive request that was later withdrawn but were not present at the June meeting. Commissioner Obenberger abstained.

The possible motion provided as part of this report is written in the positive. The Village Attorney and advisors at the League of Municipalities recommend that motions be made in the positive even if members do not vote in favor of the motion. If the motion does not receive enough votes, the motion fails and the request is denied. If a protest is submitted in compliance with Section 111-386(b)(6) of the Zoning Ordinance, the proposed text amendment shall require a favorable vote of $\frac{3}{4}$ of the members of the Village Board present and voting on the proposed change for passage.

ATTACHMENTS: 6/20/2024 Plan Commission report
Applicant Ordinance presented at June Public Hearing – Clean Copy
Applicant Ordinance presented at June Public Hearing – Redlined Copy, representing changes since previous proposal that was withdrawn

Sunset Family Farms Text Amendment

FISCAL IMPACT: None, except for Village services related to the enforcement of the conditions of the Conditional Use.

POSSIBLE MOTION: **Adopt the enclosed ordinance that creates Sections 111-357(d)(3) and 111-321(7) of the Village of Summit Zoning and Shoreland Protection Ordinance, subject to Village Attorney review.**

ORDINANCE NO. _____

**AN ORDINANCE TO CREATE SECTION 111-357(d)(3) and SECTION 111-321(7)
OF CHAPTER 111 ZONING CODE OF THE VILLAGE OF SUMMIT CODE OF
ORDINANCES RELATED TO THE RENTAL OF AGRICULTURAL BUILDINGS
FOR PRIVATE EVENTS**

WHEREAS, pursuant to Section 111-386(b)(1) of the Village Code, the property owner at 37736 Sunset Drive submitted a petition to create Section 111-357(d)(3) and Section 111-321(7) of Chapter 111 “Zoning and Shoreland Protection” of the Village of Summit Code of Ordinances for the purpose of allowing the rental of agricultural buildings for private events in the A-1 Agricultural District as a Conditional Use subject to several conditions, and

WHEREAS, upon publication of the required “Notice of Public Hearing” pursuant to Section 111-387(b)(1)(a) of the Village Code and mailing of said "Notice of Public Hearing" to all parties-in-interest as required by Section 111-387(b)(1)(b) of the Village Code, the Plan Commission for the Village of Summit held a public hearing on June 20, 2024, as required by Section 111-386(b)(4) of the Village Code; and

WHEREAS, at the June 20, 2024 Plan Commission public hearing, the Village Zoning Administrator and petitioner presented information on the proposed text amendments; and

WHEREAS, following the June 20, 2024 Plan Commission public hearing, the commissioners considered the information presented at the public hearing; and

WHEREAS, the Plan Commission motion to recommend approval of the proposed changes failed; and

WHEREAS, the Village Board finds that this change to the Village Zoning Code is not a down zoning ordinance because it does not decrease the development density of land and it does not reduce the permitted uses of land, and therefore the super majority requirement of Section 66.10015, Wisconsin Statutes, does not apply to this ordinance; and

WHEREAS, the Village Board of the Village of Summit, having determined that all procedural requirements and notice requirements have been satisfied, having given the matter due consideration, and having based its determination on the effect of the granting of such zoning text amendments on the health, safety and welfare of the community, hereby determine that the amendments will not violate the spirit or intent of the Village Code, and will not be contrary to the public health, safety or general welfare of the Village of Summit.

NOW, THEREFORE, the Village Board of the Village of Summit, Waukesha County, Wisconsin, DO ORDAIN as follows:

SECTION 1: Chapter 111 of the Village of Summit Municipal Code entitled “Zoning and Shoreland Protection,” Article XI entitled “Conditional Uses,” Section 111-321 entitled “Conditional uses permitted,” Subsection (7) is created to read as follows:

(7) Rental of Agricultural Buildings for private events

a. *Definitions.*

1. Agricultural Buildings shall mean one (1) or more of existing Agricultural Buildings originally constructed prior to September 1, 2023 for agricultural uses as that term is defined in Section 91.01(2), Wis. Stats.
2. Rental of Agricultural Buildings for private events shall mean a rental by the property owner of Agricultural Buildings to individuals or groups, for a rental fee or other form of remuneration.
3. Private events, including the rental of agricultural buildings and outdoor areas as authorized in the Conditional Use Permit, are functions, gatherings and/or celebrations including, but not limited to, meetings, banquets, social gatherings, educational or other scientific seminars or presentations, which are private by invitation only and do not include events open to the public, open houses, or events noticed on social media.

b. *Conditional Use Permit.* A Conditional Use Permit authorizing the rental of Agricultural Buildings for private events as defined in Section 111-321 (7) a. 2 shall be issued subject to the following conditions:

1. The minimum area of the property shall be not less than 150 acres. The area on which the Conditional Use is operated may be required to be less than 150 acres.
2. The property must have direct access to a State Trunk Highway or U.S. Highway.
3. No private event shall be located less than 100 feet from any adjacent lot line permitting a residential use.
4. No private event parking shall be located less than 50 feet from any adjacent lot line permitting a residential use. No private event or parking for the private event shall be located less than 250 feet from any residence not owned by the property owner.
5. Private events shall be permitted between May 1st and October 31st. Private events shall not begin prior to 8:00 am or continue past 11:59 pm on Friday and Saturday and shall not begin prior to 8:00 am or continue past 10:00 pm Sunday through Thursday.

Except as authorized in Condition No. 12, set up for a private event may occur between noon and 9:00 pm the day before the event and tear down of a private event may occur between 8:00 am and noon the day after the event.

6. Private events shall be limited to not more than three (3) events per calendar week beginning with Sunday of any given week. The aggregate of all events shall consist of no more than three (3) days per calendar week.
7. There shall be no more than 125 attendees at any private event. For purposes of this subparagraph, the term “attendees” shall include staff and caterers associated with the private event.
8. All private events shall comply with all federal, state and local fire and building code regulations, as well as all federal, state and local health sanitation regulations.
9. Alcohol shall not be served past 11:00 pm on Friday and Saturday and 9:00 pm on Sunday through Thursday. The sale of alcohol shall be subject to issuance of an alcohol beverage license or permit, as may be required, by the Village of Summit and State of Wisconsin.
10. Exterior lighting to be used in association with private events shall not exceed fifteen (15) feet in height above the ground and light sources shall not be visible from the lot lines measured five (5) feet above the lot line.
11. The number of parking spaces shall be equal to one (1) parking space per three (3) attendees as authorized by the maximum number of attendees approved under the Conditional Use Permit. Parking areas shall be clearly defined and designed with appropriate surface materials as described on a Site Plan and Plan of Operation, to be included with the Conditional Use application. and taking into consideration topography, drainage, and potential for dust.
12. Outdoor tents may be used for any private event, provided however, that any outdoor tent used for a private event must be removed within twenty-four (24) hours following the conclusion of the private event. An outdoor tent shall be not installed prior to twenty-four (24) hours before the start of the private event. Permanent outdoor tents are not permitted. Tents are limited to utility/vendor use only and the individual tent size must be 144 square feet or less. The location, size, and quantity of outdoor tents shall be depicted on the Site Plan and Plan of Operation to be included with the Conditional Use application. If any

modifications are made to the location, size, and quantity of outdoor tents after a Conditional Use Permit is granted, the applicant shall submit a revised Site Plan and Plan Operation to be submitted to the Village of Summit Plan Commission for review and approval at least 30 days prior to a private event taking place that includes the use of tents, without the necessity of a public hearing unless the Plan Commission feels one is necessary.

13. The exterior of Agricultural Buildings to be used for a private event may be repaired or refurbished but shall not be substantially modified as to significantly alter the character of the Agricultural Buildings. Any modification to the buildings shall be considered as part of a Site Plan and Plan of Operation to be submitted to the Village of Summit Plan Commission for review and approval without the necessity of a public hearing unless the Plan Commission feels one is necessary.
14. There shall be no outdoor amplified music permitted at any private event. Any other proposed outdoor music shall be included with the Conditional Use application and shall be included as part of the Conditional Use conditions.
15. In accordance with the requirements of Section 18-6 of the Village Code, the sound level and decibels determined at the property line shall be limited to the decibel level permitted for residential uses.
16. Any food trucks at a private event, including the number and location, shall be submitted to the Village of Summit for review and approval as part of the Conditional Use application and shall be included as part of the Conditional Use Permit.

SECTION 2: Chapter 111 of the Village of Summit Municipal Code entitled “Zoning and Shoreland Protection,” Article XII entitled “District Regulations,” Section 111-357 entitled “Agricultural District (A-1).”, Subsection (d) entitled “Conditional uses.”, Subsection (3) is created to read as follows:

- (3) Rental of Agricultural Buildings for private events.

SECTION 3. SEVERABILITY.

The several sections of this Ordinance are declared to be severable. If any section or portion thereof shall be declared by a decision of competent jurisdiction to be invalid, unlawful or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision, and shall not affect the validity of any other provisions, sections or portions thereof of the Ordinance. The remainder of the Ordinance shall remain in full force and effect. Any other Ordinances whose terms are in conflict with the provisions of this Ordinance are hereby repealed as to those terms that conflict.

SECTION 4. EFFECTIVE DATE.

This Ordinance shall be in full force and effect from and after its passage and publication.

Passed and adopted this _____ day of _____, 2024.

VILLAGE OF SUMMIT

Jack Riley, Village President

ATTEST:

Debra J. Michael, Village Administrator-Clerk/Treasurer

Published and posted this _____ day of _____, 2024.

This instrument drafted by
Amy Barrows, Village Planner

SECTION 1: Section 111-357(d)(3) is hereby created to read as follows:

- (3) Rental of Agricultural Buildings for private events.

SECTION 2: Section 111-321(7) is hereby created to read as follows:

- (7) Rental of Agricultural Buildings for private events

a. *Definitions.*

1. Agricultural Buildings shall mean one (1) or more of existing Agricultural Buildings originally constructed prior to September 1, 2023 for agricultural uses as that term is defined in Section 91.01(2), Wis. Stats.
2. Rental of Agricultural Buildings for private events shall mean a rental by the property owner of Agricultural Buildings to individuals or groups, for a rental fee or other form of remuneration.
3. Private events, including the rental of agricultural buildings and outdoor areas as authorized in the Conditional Use Permit, are functions, gatherings and/or celebrations including, but not limited to, meetings, banquets, social gatherings, educational or other scientific seminars or presentations, which are private by invitation only and do not include events open to the public, open houses, or events noticed on social media.

b. *Conditional Use Permit.* A Conditional Use Permit authorizing the rental of Agricultural Buildings for private events as defined in Section 111-321 (7) a. 2 shall be issued subject to the following conditions:

1. The minimum area of the property shall be not less than 150 acres. The area on which the Conditional Use is operated may be required to be less than 150 acres.
2. The property must have direct access to a State Trunk Highway or U.S. Highway.
3. No private event shall be located less than 100 feet from any adjacent lot line permitting a residential use.
4. No private event parking shall be located less than 50 feet from any adjacent lot line permitting a residential use. No private event or parking for the private event shall be located less than 250 feet from any residence not owned by the property owner.
5. Private events shall be permitted between May 1st and October 31st. Private events shall not begin prior to 8:00 am or continue past 11:59 pm on Friday and Saturday and shall not begin prior to 8:00 am or continue past 10:00 pm Sunday through Thursday. Except as authorized in Condition No. 12, set up for a private event may occur between noon and

9:00 pm the day before the event and tear down of a private event may occur between 8:00 am and noon the day after the event.

6. Private events shall be limited to not more than three (3) events per calendar week beginning with Sunday of any given week. The aggregate of all events shall consist of no more than three (3) days per calendar week.
7. There shall be no more than 125 attendees at any private event. For purposes of this subparagraph, the term “attendees” shall include staff and caterers associated with the private event.
8. All private events shall comply with all federal, state and local fire and building code regulations, as well as all federal, state and local health sanitation regulations.
9. Alcohol shall not be served past 11:00 pm on Friday and Saturday and 9:00 pm on Sunday through Thursday. The sale of alcohol shall be subject to issuance of an alcohol beverage license or permit, as may be required, by the Village of Summit and State of Wisconsin.
10. Exterior lighting to be used in association with private events shall not exceed fifteen (15) feet in height above the ground and light sources shall not be visible from the lot lines measured five (5) feet above the lot line.
11. The number of parking spaces shall be equal to one (1) parking space per three (3) attendees as authorized by the maximum number of attendees approved under the Conditional Use Permit. Parking areas shall be clearly defined and designed with appropriate surface materials as described on a Site Plan and Plan of Operation, to be included with the Conditional Use application. and taking into consideration topography, drainage, and potential for dust.
12. Outdoor tents may be used for any private event, provided however, that any outdoor tent used for a private event must be removed within twenty-four (24) hours following the conclusion of the private event. An outdoor tent shall be not installed prior to twenty-four (24) hours before the start of the private event. Permanent outdoor tents are not permitted. Tents are limited to utility/vendor use only and the individual tent size must be 144 square feet or less. The location, size, and quantity of outdoor tents shall be depicted on the Site Plan and Plan of Operation to be included with the Conditional Use application. If any modifications are made to the location, size, and quantity of outdoor tents after a Conditional Use Permit is granted, the applicant shall submit a revised Site Plan and Plan Operation to be submitted to the Village of Summit Plan Commission for review and approval at least 30 days prior to a private event taking place that includes

the use of tents, without the necessity of a public hearing unless the Plan Commission feels one is necessary.

13. The exterior of Agricultural Buildings to be used for a private event may be repaired or refurbished but shall not be substantially modified as to significantly alter the character of the Agricultural Buildings. Any modification to the buildings shall be considered as part of a Site Plan and Plan of Operation to be submitted to the Village of Summit Plan Commission for review and approval without the necessity of a public hearing unless the Plan Commission feels one is necessary.
14. There shall be no outdoor amplified music permitted at any private event. Any other proposed outdoor music shall be included with the Conditional Use application and shall be included as part of the Conditional Use conditions.
15. In accordance with the requirements of Section 18-6 of the Village Code, the sound level and decibels determined at the property line shall be limited to the decibel level permitted for residential uses.
16. Any food trucks at a private event, including the number and location, shall be submitted to the Village of Summit for review and approval as part of the Conditional Use application and shall be included as part of the Conditional Use Permit.

SECTION 3: All ordinances or parts of this ordinance conflicting or violating the provisions of this ordinance are hereby repealed.

SECTION 4: This ordinance shall be effective upon passage and publication as required by law.

PASSED AND ADOPTED by the Village Board of the Village of Summit, Waukesha County, Wisconsin this ____ day _____, 2024.

VILLAGE OF SUMMIT

BY: _____
Village President

ATTEST:

Village Clerk

ORDINANCE NO. _____

**AN ORDINANCE CREATING SECTIONS 111-357(d)(3) and 111-321(7)
OF THE ZONING CODE OF THE VILLAGE OF SUMMIT**

~~THE VILLAGE BOARD OF THE VILLAGE OF SUMMIT DOES ORDAIN~~PROPOSES
~~THE FOLLOWING CHANGES TO THE ZONING CODE SECTIONS AS RECORDED~~
~~BELOW~~FOLLOWS:

SECTION 1: Section 111-357(d)(3) is hereby created to read as follows:

- (3) Rental of Agricultural Buildings for private ~~activities or~~ events.

SECTION 2: Section 111-321(7) is hereby created to read as follows:

- (7) Rental of Agricultural Buildings for P~~private Activities or E~~vents-

a. *Definitions.*

1. Agricultural Buildings shall mean one (1) or more of existing Agricultural Buildings originally constructed prior to September 1, 2023 for agricultural uses as that term is defined in Section 91.01(2), Wis. Stats., ~~and either presently part of activities conducted on the property in accordance with the A1 Agricultural Zoning designation of this Code, or remaining buildings on the property following termination or reduction in such activities.~~

2. Rental of Agricultural Buildings for ~~activities or private~~ events shall mean a rental by the property owner of Agricultural Buildings to individuals or groups, for a rental fee or other form of remuneration.

- ~~2.3.~~ Private events, including the rental of agricultural buildings and outdoor areas as authorized in the Conditional Use Permit, are -to accommodate private functions, gatherings and/or celebrations including, but not limited to, meetings, banquets, social gatherings, educational or other scientific seminars or presentations, which are private by invitation only and do not include events open to the public, open houses, or events noticed on social media.

- b. *Conditional Use Permit.* A Conditional Use Permit authorizing the rental of Agricultural Buildings for private ~~activities or~~ events as defined in Section 111-321 (7) a. 2 -shall be issued subject to the following conditions:

1. The minimum area of the property shall be not less than 150 acres. The area on which the Conditional Use is operated may be required to be less than 150 acres.

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2. The property must have direct access to a State Trunk Highway or U.S. Highway.
3. No ~~Agricultural Building, structure, or outdoor use associated with any private activity or~~ event shall be located less than 100 feet from any adjacent lot line permitting a residential use.
4. No ~~private event~~ parking shall be located less than 50 feet from any adjacent lot line permitting a residential use. No ~~Agricultural Building, structure, outdoor use or parking associated with the activity or event private event or parking for the private event~~ shall be located less than 250 feet from any residence not owned by the property owner.
5. ~~The rental of Agricultural Buildings for activities or Private~~ events shall be permitted between May 1st and October 31st. ~~Activities or Private~~ events shall not begin prior to 8:00 am or continue past 11:59 pm on Friday and Saturday and shall not begin prior to 8:00 am or continue past 10:00 pm Sunday through Thursday. Except as authorized in Condition No. 12, set up for a private event may occur between noon and 9:00 pm the day before the event and tear down of a private event may occur between 8:00 am and noon the day after the event.
6. ~~Activities or Private~~ events shall be limited to not more than three (3) ~~rentals events~~ per calendar week beginning with Sunday of any given week. The aggregate of all events shall consist of no more than three (3) days per calendar week.
7. There shall be no more than ~~125~~300 attendees at any private ~~activity or~~ event. For purposes of this subparagraph, the term “attendees” shall include staff and caterers associated with the private ~~activity or~~ event. One third (1/3) of activities or events in any calendar year may allow 300 attendees, but the remaining two thirds (2/3) of the activities or events in any calendar year shall be limited to not more than 225 attendees.
8. ~~The rental and use of any Agricultural Building rented for an activity or All private~~ events shall comply with all federal, state and local fire and building code regulations, as well as all federal, state and local health sanitation regulations.
9. Alcohol shall not be served past 11:00 pm on Friday and Saturday and 9:00 pm on Sunday through Thursday. The sale of alcohol shall be subject to issuance of an alcohol beverage license or permit, as may be required, by the Village of Summit and State of Wisconsin.
10. Exterior lighting to be used in association with ~~activities or private~~ events shall not exceed fifteen (15) feet in height above the ground and light sources shall not be visible from the lot lines measured five (5) feet above the lot line.

11. The number of parking spaces shall be equal to one (1) parking space per three (3) attendees ~~at any private activity or event as authorized by the maximum number of attendees approved under the Conditional Use Permit.~~ Parking areas shall be clearly defined and designed with appropriate surface materials as ~~described -described on the a~~ Site Plan and ~~and~~ Plan of Operation, ~~then to included with the Conditional Use application, submitted to the Village of Summit to be reviewed and approved by the Plan Commission.~~ and taking into consideration topography, drainage, and potential for dust.
12. Outdoor tents may be used for any ~~activity or private~~ event, provided however, that any outdoor tent used for ~~any activity or a private~~ event must be removed within twenty-four (24) hours following the conclusion of the ~~activity or private~~ event. ~~An outdoor tent shall be not installed prior to twenty-four (24) hours before the start of the private event.~~ Permanent outdoor tents are not permitted. ~~Tents are limited to utility/vendor use only and the individual tent size must be 144 square feet or less.~~ The location, ~~size, and quantity~~ of outdoor tents shall be depicted on the Site Plan ~~and Plan of Operation to be included with the Conditional Use application. If any modifications are made to the location, size, and quantity of outdoor tents after a Conditional Use Permit is granted, the applicant shall submit a revised Site Plan and Plan Operation, then to be submitted to the Village of Summit to be reviewed and approved by the Plan Commission~~ Plan Commission for review and approval at least 30 days prior to a private event taking place that includes the use of tents, ~~without the necessity of a public hearing unless the Plan Commission feels one is necessary, submitted to and approved by the Plan Commission.~~
13. The exterior of Agricultural Buildings to be used for ~~an activity or a private~~ event may be repaired or refurbished but shall not be substantially modified as to significantly alter the character of the Agricultural Buildings. ~~Any modification to the buildings shall be considered as part of thea Site Plan and Plan of Operation, then to be submitted to the Village of Summit Plan Commission for review and approval without the necessity of a public hearing unless the Plan Commission feels one is necessary. to be reviewed and approved by the Plan Commission, as of the approval of the Conditional Use Permit.~~
14. There shall be no outdoor amplified music permitted ~~at by any activity or private~~ event. ~~Any other proposed outdoor music shall be considered as part of Site Plan and Plan of Operation included with the Conditional Use application and shall be included as part of the Conditional Use Permit~~

~~conditions, then submitted to the Village of Summit to be reviewed and approved by the Plan Commission.~~

~~15. In accordance with the requirements of Section 18-6 of the Village Code, the sound level and decibels determined at the property line shall be limited to the decibel level permitted for residential uses. Noise rating daytime levels shall not exceed 77, and noise rating nighttime levels shall not exceed 60.~~

15. Any food trucks at a private event, including the number and location, shall be submitted to the Village of Summit for review and approval as part of the Conditional Use application and shall be included as part of the Conditional Use Permit conditions.

SECTION 3: All ordinances or parts of this ordinance conflicting or violating the provisions of this ordinance are hereby repealed.

SECTION 4: This ordinance shall be effective upon passage and publication as required by law.

PASSED AND ADOPTED by the Village Board of the Village of Summit, Waukesha County, Wisconsin this ____ day _____, 2024.

VILLAGE OF SUMMIT

BY: _____
Village President

ATTEST:

Village Clerk

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Village Hall, 262-567-2757
Fax, 262-567-4115
Highway Dept., 262-567-2422
Police Dept., 262-567-1134
Building Inspector, 262-490-4141
www.summitvillage.org

Summit Village Hall • 37100 Delafield Road • Summit, WI 53066

MEMORANDUM

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: July 3, 2024

Re: Department of Public Works Administrative Report

DPW Crew Activities

Cemetery Activity Summary

- Two funerals/burials occurred in June.
- Four grave sites were sold in June.
- A Special Cemetery Board meeting was held on June 17th at 8:30 a.m. at Village Hall. The first phase of the pet ossuary landscaping was approved, and a pathway will be installed to the ossuary from the cemetery road.

Equipment Maintenance & Repair

- The Morbark Chipper's electrical/controls issues have not yet been repaired. The latest correspondence with Morbark was that they are anticipating it to be completed in early July. The DPW crew continues to use the loaner unit from LF George for downed tree debris, trimming, and removals.

Park Activities

- The parks will be mowed prior to the 4th of July holiday.
- A resident has requested the use of Genesee Lake Road Park on July 19th in the evening to host a small gathering of two Five O's baseball teams and set off some fireworks. This will be addressed in a separate agenda item on the July 11th Village Board meeting.

Road Maintenance Activities

- DPW staff are working on setting up equipment in preparation for shoulder maintenance activities.
- With the significant rainfall, a second cycle of right-of-way mowing will begin as soon as the first is completed. Staffing schedules will be difficult in the coming weeks due to shortages, and mowing operations may be delayed.

- There has been a significant amount of storm debris from the heavy rainfall and storm events early this summer. Staff has spent considerable amount of time cleaning up tree debris.

Staffing Levels & Work Prioritization

- DPW will have two vacant positions beginning mid-July (one part-time seasonal employee and one full-time employee). Direction will be requested with regard to recruiting for the full-time vacant position in a separate agenda item on the July 11th Village Board meeting. Staff will be directed to prioritize critical work activities (e.g., right-of-way mowing, emergency road maintenance, storm debris cleanup), as these are safety issues if not addressed in a timely manner. Mowing cycles for Village parks and Village Hall will likely be extended, and lessee's of Genesee Lake Road Park have been notified of the temporary change in service level.

2024 Street Sweeping Program

Sweep-All quoted the lowest cost for sweeping services. The first round of sweeping will be scheduled for curb and guttered roadways the week of July 8th, weather pending. DPW staff will provide a dump truck for sweepings disposal.

2024 Road Paving Program

Oak Openings, S Waterville Rd, Mariner Cir, and Hartwell Pl have been paved. The remaining roads on the paving program are tentatively scheduled to be milled and paved beginning in mid-July, except for N Venice Beach Rd. Once an updated schedule is presented to the Village, notification will be made to the affected property owners.

N Venice Beach Road Drainage Improvements Project

The Upper Nemahbin Lake Management District and Village staff have finalized an easement for the drainage swale on their property north of Hogg Alley. A separate agenda item has been included on the July 11th Village Board meeting for discussion and action on approval of the easement.

The DNR has approved the permitting for the minor wetland and waterway impacts for this project. SEH and Village staff continue to work with Planner Barrows to receive permitting for work within the floodplain.

Water levels on the Nemahbin Lakes are very high at this time, and this area is covered by standing water in many locations. In the event that water levels remain high and the groundwater elevation does not allow for excavation, this project may be delayed into late fall or into 2025.

High Lake Levels – Genesee Lakes

DPW staff have been monitoring lake levels with the Police Department on the Genesee Lakes, as there has been contact from residents regarding implementation of slow-no wake regulations on these lakes. As of this report, lake levels are still low enough that they are not overtopping Genesee Lake Road. In addition, the overflow weir continues to remove water. Staff and the PD will continue to monitor lake levels and will contact the Village President if levels reach the point where an emergency declaration and slow-no wake is required.

2024-2025 Winter Season Salt Contract

WisDOT provided renewal information for the 2024-2025 winter season salt contracts. The salt vendors remain the same as the previous contract period, and the cost has increased from \$77.75 to \$80.86 per ton. Salt is not anticipated to be purchased until 2025.

Genesee Lake Road Park Master Plan Update

A draft master plan was reviewed by the Village Board at the Special Village Board meeting on March 7th. Staff will work on markups of the draft map to provide to SEH for a final version based off comments from the meeting. **No further updates at this time.*

Official Road Right-of-Way Map Update

Staff continue to work on the Official Road ROW Map updates with SEH and the Village Planner. Text amendments have been completed to Village Municipal Code, and efforts are focused on updating the map. **No further updates at this time.*

N Dousman Road Multi-Use Trail Extension Project

The State Municipal Agreement has been fully executed, and Strand Associates started surveying the project site the week of June 3rd.

The DNR Stewardship Grant contract has been finalized, and approval will be requested of the Village Board at the July 11th Village Board meeting.

Upper Nemahbin Lake/Bark River Dredging Project

Todd Weik, the engineer for the Upper Nemahbin Lake Management District's dredging project, passed away unexpectedly in June. The Village will work with the District on resolving the outstanding cleanup required at Genesee Lake Road Park and the landscaping repairs on private property.

"Lake Street" Right-of-Way Vacation Request (Genrich's Bay Subdivision)

DNR was contacted to get their insight on whether this parcel would be considered a public waterway access point, and staff are awaiting their response.

At the July 1st Plan Staff meeting, Chairperson Siepmann was consulted regarding the Village Board's direction to staff to bring this topic before the Plan Commission to obtain a recommendation. Mr. Siepmann's direction was for staff to wait to bring this before the Plan Commission until we have determined how the Village came into possession of this property and whether it can legally be vacated. The requesting parties would be responsible for any costs associated with this process, including a title search and any attorney fees.

National Fitness Campaign Status

The Village has fundraised a total of \$10,500 toward this campaign. No additional funds have been received since the last Village Board update.

Pickleball Courts at Genesee Lake Road Park

A meeting is scheduled for July 10th with members of the Lake Country Pickleball Club, the Public Works Director, and Trustee Phillips to continue discussions regarding addition of courts to Village Park.

United Heartland Insurance Annual Visit

Clark MacAlpine from United Heartland visited the Village on June 27th to review safety-related claims and upcoming projects with Village staff. A visit to Genesee Lake Road Park to discuss the playground equipment replacement was also performed.

Bridlewood Ln Permanent Asphalt Repair (Culvert Replacement)

The permanent pavement patch was installed by Christmann Pavement Co. on June 21st. Several paving contractors were contacted, and there was limited availability to perform the work. Christmann was able to schedule the work within 48 hours at a cost of less than \$2,000.

Village Safety Program Development & Implementation

Safety Committee Meeting

The next committee meeting is scheduled for Monday, September 9, 2024.

ATTACHMENTS: None.



Village Hall, 262-567-2757
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Police Dept., 262-567-1134
Building Inspector, 262-490-4141
www.summitvillage.org

Summit Village Hall • 37100 Delafield Road • Summit, WI 53066

MEMORANDUM

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: June 21, 2024

Re: Discussion and Action on Drainage Easement Agreement between the Village of Summit and the Upper Nemahbin Lake Management District

PURPOSE:

To request approval from the Village Board on an easement agreement to grant a permanent easement on land owned by the Upper Nemahbin Lake Management District (UNLMD) to the Village for the purpose of constructing and maintaining a drainage swale.

BACKGROUND:

As part of the N Venice Beach Road Drainage Improvement project, the Village intends to construct a bio-swale drainage system on the strip of land north of Hogg Alley owned by the UNLMD. This swale will help drain and direct water from the road to the Bark River.

A permanent easement agreement has been drafted by the Village, and several reviews and amendments were completed by both the Village and the UNLMD. Attorneys and insurance companies from both parties have reviewed the language and approve the draft as presented.

RECOMMENDATION:

Village staff recommends that the Village Board approves the Drainage Easement Agreement between the Village and the UNLMD as presented.

ATTACHMENTS:

Drainage Easement Agreement between the Village of Summit and the Upper Nemahbin Lake Management District (DRAFT)

FISCAL IMPACT:

Legal review fees (total TBD). Costs related to construction of the stormwater improvements are included in the 2024 Annual Paving Program, and long-term maintenance costs will be incurred by the Village. These types of facilities are relatively low-maintenance, requiring periodic mowing during the growing season and removal of any debris or waste that may accumulate during high water conditions. Long-term costs may include regrading and installation of new vegetation in the event that sediment accumulates and inhibits flow.

RECOMMENDED MOTION: **Motion to approve the Drainage Easement Agreement between the Village of Summit and the Upper Nemahbin Lake Management District for construction and long-term maintenance of stormwater drainage facilities on parcel SUMT0669058001.**

Document Number

**DRAINAGE EASEMENT
AGREEMENT**

This Drainage Easement Agreement (this "Agreement"), effective as of the date above the signature line below (the "Effective Date"), is by and between Upper Nemahbin Lake Management District, their successors, heirs, and assigns (collectively, the "Owner") and the Village of Summit, its agents, designees, or assigns (collectively, the "Village").

WHEREAS, Owner is the owner of unaddressed real property located in the Village of Summit, WI 53066 (Tax Key No.: SUMT0669058001), which is legally described as Private Road Map of Venice Beach of Block F of Venice Park PT NE ¼ Sec 24 T7N R17E being 20 ft wide R/W between Lots 1-2, Village of Summit, Waukesha County, Wisconsin, and more fully described on the attached **Exhibit A** (the "Property");

WHEREAS, in accordance with the plans and specifications approved by the Village, the Village has proposed to construct a bio-swale drainage system on the Property to improve drainage along Venice Beach Road, and more particularly described on the map and legal description attached as **Exhibit B** ("Easement Area");

WHEREAS, the parties desire to execute this Agreement to memorialize their rights and obligations as it relates to the Easement Area;

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Grant of Easement. Owner hereby grants to the Village a permanent, non-exclusive easement for the benefit of the Village over and upon the Easement Area to construct, repair, reconstruct, operate, inspect, replace and/or maintain a bio-swale drainage system ("Bio-Swale"). Owner further grants to the Village the right of ingress and egress as may be reasonably necessary to operate and store necessary equipment on the Easement Area and the Property consistent with the purpose of the construction, repair, reconstruction, operation, inspection, replacement, and/or maintenance of the Bio-Swale as set forth in this Agreement.

2. Costs of Construction and Maintenance. The Village shall be solely responsible for and shall pay when due, all costs associated with the construction, installation, operation, maintenance, repair, reconstruction, inspection, and/or replacement of the Bio-Swale including but not limited to removal of trees and planting of no-mow grass in the Easement Area and routine lawn mowing of the Easement Area. Notwithstanding the foregoing, it is agreed and understood that the Village shall not be permitted to construct fencing of any kind in the Easement Area or on the Property. Any work undertaken by the Village, its agents, employees, contractors, representatives, or assigns in the Easement Area in connection with the construction, installation, operation, maintenance, repair, reconstruction, inspection, and/or replacement of the Bio-Swale shall be completed in a diligent manner and in a fashion to minimize interference with Owner's ownership interests in the Property. The

Recording Area

Name and Return Address

Village of Summit
Village Clerk
37100 Delafield Road
Summit, Wisconsin 53066

SUMT0669058001

Parcel Identification Number (PIN)

Village shall not allow liens to be placed on the Easement Area or the Property and shall satisfy any lien placed of record due to the Village's activities within thirty (30) days of the filing of such lien. The construction, installation, operation, maintenance, repair, reconstruction, inspection, and/or replacement of the Bio-Swale shall be in accordance with all applicable statutes, codes, laws, ordinances and regulations. The Village shall give Owner ten (10) days' notice before undertaking any activity in the Easement Area except where cases of emergency require immediate repair of the Bio-Swale.

3. Ownership of Improvements. Following Village's completion of the construction of the Bio-Swale in accordance with the plans and specifications approved by the Village, Owner acknowledges that any equipment installed by the Village in connection with the Bio-Swale shall remain the Village's sole and exclusive property, subject to removal at the option of the Village; provided, however in the event the Village removes all or any portion of the Bio-Swale, the Village shall, at the Village's sole cost and expense, restore the Easement Area to the same condition in which it existed proper to removal of the Bio-Swale. The Village shall be responsible for maintenance of the Bio-Swale as determined by the Village, excluding routine lawn mowing.

4. Permitted Users. The Easement Area may be used by Owner, its members, successors, heirs and assigns together with any and all property owners, individuals or entities who have been granted any rights for the ingress, egress, access or other use of the Easement Area. Notwithstanding the foregoing, nothing in this Agreement shall authorize any use or activity on the Property that would otherwise first require the approval of the Village of Summit or any other governmental entity.

5. Obstruction. Owner agrees that the Village may remove any objects, materials, structures, or any other items that have been placed or permitted upon the Easement Area after the execution of this Agreement if the Village reasonably determines that said items may interfere with the function of the Bio-Swale or inhibit the Village's maintenance obligations as set forth herein. The Village is under no obligation to repair or replace any such obstructing objects, materials, structures, or items within the Easement Area that have been created or occurred after the execution of this Agreement, unless the parties otherwise agree in writing.

6. No Alteration. After the execution of this Agreement, Owner shall not alter the topography or grading of the Easement Area or plant any trees, shrubs or any other vegetation in the Easement Area that may alter the function of the Bio-Swale, without the Village's prior review and written consent.

7. Covenants Runs with the Land. All of the terms and conditions of this Agreement run with the land and are binding upon, inure to the benefit of, and are enforceable by Owner, their successors, heirs, and assigns and the Village. This Agreement and the Easement may only terminate upon agreement by the parties in writing.

8. No Taking. By signing this Agreement, Owner agrees that this Agreement and grant of easement shall not be deemed or construed as an act of condemnation or taking, and Owner waives its rights under Wis. Stat. Chapter 32.

9. Agent Authorization. The parties expressly acknowledge that the Village may allow others not parties to this Agreement to use the Easement Area for the purposes indicated above.

10. Indemnification. The Village shall indemnify and hold the Owner harmless from and against any and all claims, actions, suits, charges, and judgements, including attorneys' fees and costs, for personal injury or property damage caused by the Village's negligent acts or omissions with respect to the construction, operation, use, maintenance, and repair (including reconstruction) of the Bio-Swale. Nothing contained within this paragraph or contract is intended to be a waiver or estoppel of the municipality or its insurer to rely upon the

limitations, defenses, and immunities contained within Wisconsin law, including those contained with Wisconsin Statutes 893.80, 895.52, and 345.05. To the extent that indemnification is available and enforceable, the municipality or its insurer shall not be liable in indemnity or contribution for an amount greater than the limits of liability for municipal claims established by Wisconsin law.

11. Miscellaneous.

- a. **Notices.** Any notice, request, or demand required or permitted under this Agreement shall be in writing and shall be deemed given when personally served or three (3) days after the same has been deposited with the United States Post Office, registered or certified mail, return receipt requested, postage prepaid and addressed as follows:

If to Owner: Upper Nemahbin Lake Management District
Attn: UNLMD President
Address: PO Box 180393
Delafield, WI 53018-0393

If to Village: Village of Summit
Attn: Village Clerk
Address: 37100 Delafield Road
Summit, WI 53066

Either party may change its address for the receipt of notice by written notice to the other.

- b. **Authority.** Each of the parties represent and warrant that they have the authority to execute this Agreement on behalf of the party for which they are signing.
- c. **Governing Law.** This Agreement shall be governed and construed in accordance with the laws of the State of Wisconsin and any dispute arising out of or relating to this Agreement shall be commenced in Waukesha County, Wisconsin.
- d. **Partial Invalidity.** If any provisions, or portions thereof, of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Agreement, or the application of such provision, or portion thereof, to any other persons or circumstances shall not be affected thereby and each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.
- e. **No Joint Venture.** Nothing in this Agreement shall be construed to make the parties hereto partners or joint venturers, or to render any of said parties liable for the debts or obligations of any other.
- f. **Waiver.** No delay or omission by any of the parties hereto to exercise any right or power occurring upon any non-compliance or failed performance by another party under the provisions of this Agreement shall impair any such right or power or be construed to be a waiver thereof. A waiver by any of the parties hereto of any of the covenants, conditions or agreements hereof to be performed by another, shall not be construed to be a waiver of

any succeeding breach thereof or of any other covenant, condition or agreement contained herein.

- g. **Entire Agreement.** This Agreement (together with the other Agreements and documents being delivered pursuant to or connection with this Agreement) constitute the entire agreement of the parties hereto with respect to the subject matter hereof and thereof and supersedes all prior agreements and understandings of the parties, oral and written, with respect to the subject matter hereof and thereof and supersedes all prior agreements and understandings of the parties, oral and written, with respect to the subject matter hereof.
- h. **Execution in Counterparts.** This Agreement may be executed in counterparts, each of which when executed and delivered shall be deemed an original, but such counterparts together shall constitute but one and the same documents.
- i. **Recording.** Upon execution by the parties, it is agreed and understood that this Agreement may be recorded with the Waukesha County Register of Deeds. Any costs associated with said recording shall be the responsibly of the party submitting this agreement for recording.
- j. **Amendments or Further Agreement to be in Writing.** No agreement or amendment shall be effective to add to, change, modify, waive or discharge this Agreement in whole or in part, unless such agreement is in writing and signed by all parties bound hereby.

Dated and effective as of the date signed by the Owner below.

OWNER

Upper Nemahbin Lake Management District

By: _____

Name: _____

Title: _____

Date: _____

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me this ____ day of _____, 2024, the above-named _____, to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

Notary Public, State of Wisconsin
My Commission expires: _____

VILLAGE OF SUMMIT

By: _____
Jack Riley, Village President

Date: _____

By: _____
Debra Michael, Village Administrator-Clerk/Treasurer

Date: _____

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me this ____ day of _____, 2024, the above-named Jack Riley and Debra Michael, President and Village Administrator-Clerk/Treasurer of the Village of Summit, respectively, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, State of Wisconsin
My Commission expires: _____

This instrument drafted by:
Kamron E. Nash, P.E.
Public Works Director
Village of Summit
37100 Delafield Road | Summit, WI 53066

EXHIBIT A

Property Legal Description

PRIVATE ROAD MAP OF VENICE BEACH OF BLOCK F OF VENICE PARK PT NE1/4 SEC 24 T7N
R17E BEING 20 FT WIDE R/W BTWN LOTS 1-2

For informational purposes only:

Address: Unaddressed
Tax Key No.: SUMT0669058001

EXHIBIT B

Easement Area Map and Legal Description





Village Hall, 262-567-2757
Fax, 262-567-4115
Highway Dept., 262-567-2422
Police Dept., 262-567-1134
Building Inspector, 262-490-4141
www.summitvillage.org

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MEMORANDUM

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: June 24, 2024

Re: Discussion and Action on 2024 Capital Improvement Plan Amendment for N Dousman Road Trail Extension Project

PURPOSE:

To receive approval from the Village Board for an amendment to the 2024 budget to account for payment of invoices related to the N Dousman Road Trail Extension project that will be reimbursed by federal TAP funds.

BACKGROUND:

The Village's Capital Improvement Program approved the following for the referenced project:

PUBLIC BUILDINGS AND PARK FACILITIES	2024	2025	2026	2027	2028		
Bike Path from Dousman Road to Village Park	\$35,000	\$120,000	\$0	\$0	\$0	Impact Fees	57400-000

The approved amounts included estimated impact fee use based on information that was on hand when the budget and CIP were approved. The awarded TAP funds will cover 80 percent of the total costs up to \$137,680 for design and an additional \$476,185.60 for construction, for a maximum of \$613,865.60. However, project sponsors must pay for all project costs prior to requesting reimbursement and must commit 20 percent of the project's cost through the appropriate local budget process. The remainder of the costs will be funded through use of the awarded Stewardship Grant and park impact fees.

In order to maximize the TAP and Stewardship Grant funding, it is recommended that these grant funds are used first. Park Impact fees should be used at the end of the project to cover any expenses that remain. For 2024, \$35,000 in impact fees were included in the approved CIP for design and \$120,000 were included in 2025 for construction. The schedule has shifted out further, with design anticipated to occur in 2024 and 2025 and construction in 2026. It is now recommended that the Village accept the advance for the Stewardship Grant and utilize these funds in 2024 and 2025 to cover the Village's portion of the project. It is still recommended that sufficient impact fees be reserved to cover unexpected construction costs, as the estimate that was provided assumed a relatively straight-forward project. If unused, these impact fees may be spent in 2026 or 2027 on other park capital projects.

For consideration as part of the 2025 – 2029 Capital Improvement Plan, staff have put together a proposal for the three types of funding that will be utilized for this project:

Funding Source	2024	2025	2026	Project Total
Stewardship Grant	\$24,000	\$51,320	\$74,119	\$149,439
TAP Funds (Reimbursement)	\$96,000	\$41,680	\$476,186	\$613,866
Park Impact Fees	\$0	\$0	\$44,927	\$44,927
Total	\$120,000	\$93,000	\$595,232	\$808,232

Funds that are highlighted in yellow above will ultimately be reimbursed by WisDOT, as required by the Transportation Alternatives Program state municipal agreement. However, initial payment is required by the Village. It is recommended that these funds come from the Village's General Fund reserve.

RECOMMENDATION:

Village staff recommends that the Village Board approve the proposed change to the 2024 CIP, eliminating the use of park impact fees in the amount of \$35,000 and authorizing the use of Stewardship Grant fees to cover the Village's responsible portion of design. In addition, it is recommended that staff is authorized to use General Fund reserves to pay for costs up front that will ultimately be reimbursed through the TAP program.

ATTACHMENTS: None.

FISCAL IMPACT: Financial impact as summarized above.

RECOMMENDED MOTION: Motion to approve the proposed change to the 2024 Capital Improvement Plan for the N Dousman Road Trail Extension project, eliminating the use of park impact fees and authorizing the use of Stewardship Grant fees to cover the Village's responsible portion of design expenses incurred in 2024 and the use of General Fund reserves to pay for remaining costs that are eligible for reimbursement through the Transportation Alternatives Program.



Village Hall, 262-567-2757
Fax, 262-567-4115
Highway Dept., 262-567-2422
Police Dept., 262-567-1134
Building Inspector, 262-490-4141
www.summitvillage.org

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MEMORANDUM

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: June 20, 2024

Re: Discussion and Action on Salt Brine Pre-Wet System Installation on Patrol Trucks

PURPOSE:

To request direction from the Village Board on proposals received from Casper's Truck for the retrofitting of two patrol trucks with salt brine pre-wet systems.

BACKGROUND:

As part of the 2024 CIP, retrofitting the 2019 and 2014 International patrol trucks with pre-wet systems was approved by the Village Board. Over the past two years, staff have reached out to various truck/equipment distributors with experience in municipal vehicle builds, as well as Force America technicians, to determine the best options and configurations for installing systems on these trucks. The 2019 truck has an existing Force controller in good condition, which will require less effort and equipment to retrofit. The 2014 has an obsolete Cirrus controller that will require installation of a new controller and hydraulics. Casper's Truck was the only vendor who showed interest in pursuing this project, as many of the other companies have a significant backlog. They performed an on-site visit in 2023 and followed up several times in preparation of a proposal for each truck. There may be some additional work required that was not anticipated due to the nature of these types of retrofit projects, and it is recommended that the Board allow staff some flexibility to authorize additional work and cost as long as it does not exceed the amount approved in the 2024 CIP.

Casper's Truck provided proposals for the following, which are attached for reference:

- | | |
|----------------------------|--|
| 2019 International: | Install Henderson PWS TG-75-SS Pre-Wet System (75-gallon poly saddle tank) - \$7,196.00 |
| 2014 International: | Install new Force America 5100EX Controller, Varitech Pre-Wet System (100-gallon tailgate mounted tank), Force America hydraulic system - \$20,133.50 |

RECOMMENDATION:

Village staff recommends that the Village Board approves the proposals to retrofit the 2019 and 2014 International patrol trucks as provided by Casper's Truck and authorize staff to schedule the work prior to the winter season.

ATTACHMENTS: Casper's Truck Proposals for Pre-Wet Retrofit (3 documents)

FISCAL IMPACT:

Financial impacts are summarized above. A total of \$40,000 in borrowed funds was approved in the 2024 CIP for this project.

RECOMMENDED MOTION:

Motion to approve the proposals for retrofitting the 2019 and 2014 International patrol trucks with salt brine pre-wet systems as provided by Casper's Truck for a total of \$27,329.50 and to allow staff the flexibility to authorize additional work as required up to the total budgeted amount of \$40,000 in borrowed funds as approved in the 2024 Capital Improvement Program.



Appleton
700 Randolph Drive
Appleton, WI 54913
Phone: (920) 687-1111
Fax: (920) 687-1122

Milwaukee
12655 W. Silver Spring Rd
Butler, WI 53007
Phone: (262) 544-5404
Fax: (800) 261-0383

Account: Village of Summit
Name: _____
Address: 6565 North Industrial Road
Milwaukee WI 53223

Date: _____
Email: pwdirector@summitvillage.org
Phone: (262)567-2757
Note: 2019 International

A. Henderson PWS TG-75-SS

1. 75 Gallon Poly tank
2. All Stainless Steel mounting hardware
3. 12v Electric Powered Pump / 3.0 GPM
4. Std variable displacement nozzle assembly
5. Connected to customers Force America 5100EX spreader control
6. Installed complete

Total: \$7,196.00

Submitted by: Andy Jorgensen All Sales Tax and FET Tax will be added
Quote firm 30 days Terms: Net 10 days

Unless previously arranged, quotes in excess of \$5,000.00 require 25% deposit payment before equipment will be ordered by Casper's.

By signing below, I agree that I have read, understood, and will comply with the terms of this quote.

Quote accepted by: _____

Title: _____ Date Accepted: _____ PO# _____

Thank You for the opportunity to submit our quote for your consideration



Appleton
700 Randolph Drive
Appleton, WI 54913
Phone: (920) 687-1111
Fax: (920) 687-1122

Milwaukee
12655 W. Silver Spring Rd
Butler, WI 53007
Phone: (262) 544-5404
Fax: (800) 261-0383

Account: Village of Summit
Name: _____
Address: 37100 Delafield Road
Summit WI 53006

Date: 5/24/2024
Email: pwdirector@summitvillage.org
Phone: (262)567-2757
Note: 2014 International

A. Varitech Pre-Wet System

1. 100 gallon tailgate mounted
2. Stainless steel frame and hardware
3. Flow meter for closed loop operation
4. Three brass nozzles to spray brine at salt entering the spinner
5. 1 ½" male cam lock fitting for quick fill
6. Installed complete

B. Force America Hydraulic

1. Add valve section for operation of pre-wet system
2. Add-A-Fold section for motor operation
3. Valve enclosure
4. Connection cable for closed loop operation
5. Plumbing to rear for pre-wet system
6. Installed complete

Total: \$14,872.00

All Sales Tax and FET Tax will be added

Submitted by: Andy Jorgensen

Quote firm 30 days

Terms: Net 10 days

Unless previously arranged, quotes in excess of \$5,000.00 require 25% deposit payment before equipment will be ordered by Casper's.

By signing below, I agree that I have read, understood, and will comply with the terms of this quote.

Quote accepted by: _____

Title: _____ Date Accepted: _____ PO# _____

Thank You for the opportunity to submit our quote for your consideration



Appleton
700 Randolph Drive
Appleton, WI 54913
Phone: (920) 687-1111
Fax: (920) 687-1122

Milwaukee
12655 W. Silver Spring Rd
Butler, WI 53007
Phone: (262) 544-5404
Fax: (800) 261-0383

Account: Village of Summit
Name: _____
Address: 37100 Delafield Road
Delafield WI 53066

Date: 6/6/2024
Email: _____
Phone: 262-567-2422
Note: 2014 International

A. Force America 5100EX Spreader Control

- 1. Install new Force America 5100EX spreader control**
- 2. Connect to existing valves to operate spreader**
- 3. Connect to new electric driven pre-wet system**
- 4. To operate closed loop**

Total: \$5,261.50

All Sales Tax and FET Tax will be added

Submitted by: *Andy Jorgensen*

Quote firm 30 days

Terms: Net 10 days

Unless previously arranged, quotes in excess of \$5,000.00 require 25% deposit payment before equipment will be ordered by Casper's.

By signing below, I agree that I have read, understood, and will comply with the terms of this quote.

Quote accepted by: _____

Title: _____ Date Accepted: _____ PO# _____

Thank You for the opportunity to submit our quote for your consideration



Village Hall, 262-567-2757
Fax, 262-567-4115
Highway Dept., 262-567-2422
Police Dept., 262-567-1134
Building Inspector, 262-490-4141
www.summitvillage.org

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MEMORANDUM

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: June 18, 2024

Re: Discussion and Action on Draft License Agreement for Use of Genesee Lake Road Park
(Village Park) by Pirate Lacrosse LLC

PURPOSE:

To receive Village Board approval of the draft 1-year license agreement extension between the Village of Summit and Pirate Lacrosse LLC for use of the lacrosse fields on the west side of the park during the fall of 2024 and the summer of 2025.

BACKGROUND:

In 2023, the Village Board extended the license agreement with Pirate Lacrosse LLC for a period of one year to use the Village Park lacrosse fields for practices and games, with the following schedule:

Fall 2023:	Monday and Wednesday evenings between September 1 st and November 15 th , 2023
Summer 2024:	Monday and Wednesday evenings between June 16 th and August 15 th , 2024

The lacrosse group would like to extend the agreement for another year with the same terms and language. The lease fee rate of \$675 is proposed for the draft agreement extension, and they would be responsible for half of the cleaning fees for the public restrooms during their lease. No complaints or issues regarding their use of the park have been reported to Village staff, and the group continues to pay their dues on time.

RECOMMENDATION:

Village staff recommends that the Village Board approve the proposed license agreement extension between the Village of Summit and Pirate Lacrosse LLC.

ATTACHMENTS: License Agreement – Pirate Lacrosse LLC & Village of Summit (DRAFT)

FISCAL IMPACT: Additional revenue of \$675 from the proposed license fee, which is expected to be paid in 2025.

RECOMMENDED MOTION: Motion to approve the one-year License Agreement extension between the Village of Summit and Pirate Lacrosse LLC for the use of Genesee Lake Road Park as proposed, contingent upon approval by Pirate Lacrosse LLC.

LICENSE AGREEMENT

THIS LICENSE AGREEMENT ("License") is made this 1st day of September, 2024, "Effective Date", between the **VILLAGE OF SUMMIT**, a Wisconsin Municipal Corporation, "Licensor", of 37100 Delafield Road, Summit, Wisconsin, 53066, and **PIRATE LACROSSE LLC**, "Licensee", of 236 North Main Street, Dousman, Wisconsin, 53118, as follows:

The parties agree as follows:

1. **LICENSED PREMISES.** Subject to the exclusive use provisions in Section 5, herein, the Licensor hereby grants a non-exclusive license to the Licensee and the Licensee hereby licenses from the Licensor, subject to the terms, covenants and conditions herein stated, the Premises known and described as follows:

Exhibit "A"

Map of Genesee Lake Road Park with Permitted Area Outlined (Lacrosse Fields)

2. **TERM OF THE LICENSE.** This License commences on the Effective Date and terminates on September 1, 2024 unless extended or earlier terminated as provided herein. Either party may terminate this License by giving the other party thirty (30) days written notice.
3. **LICENSE PAYMENTS.**
 - a. The Licensee shall pay to the Licensor the annual License payment of \$675 for use of the Licensed premises.
 - b. The foregoing License payments represent full-service payments and Licensee shall have no obligation to pay any other charges or additional payments except as otherwise specified in this License. Said License payments shall be paid to the Licensor without notice or demand and without abatement, deduction, or setoff.
 - c. All License payments shall be made to the Village of Summit Treasurer at 37100 Delafield Road, Summit, WI, 53066.
 - d. Licensee shall have until March 31, 2025 to pay the annual License payment before default.
4. **DEFAULT.** If either party to this License should be in default under any provision of this License and such default shall continue to exist after receipt by the defaulting party of thirty days' written notice or such shorter period as may be necessary due to an emergency as specified within the notice, the other party may terminate this License and pursue any other legal or equitable remedies available to it. Such termination of License shall be without prejudice to the right of recovering damages against the defaulting party for breach of this License.
5. **USE AND POSSESSION OF LICENSED PREMISES.**
 - a. Any use not specifically listed herein as permitted shall be deemed prohibited.
 - b. The Premises described in attached Exhibit A are licensed to Licensee for use only as a lacrosse facility in which lacrosse practices and games will be held subject to the terms and conditions of this License. Licensor warrants and represents that this use does not conflict with or is a violation of any zoning or other applicable ordinances.
 - c. Licensee shall have the exclusive right to use the lacrosse fields for the following periods of time:
 - i. Effective Date – November 15, 2024: Mondays and Wednesdays from 4:00 p.m. until sunset.

- ii. June 16, 2025 – August 15, 2025: Mondays and Wednesdays from 4:00 p.m. until sunset.

If Licensee desires to use any of the lacrosse fields on the Premises at any other days or times of any given week between the Effective Date and November 15, 2024 or between June 16, 2025 and August 15, 2025, Licensee must first seek written approval from the Village Public Works Director (or designee) at least 72 hours prior to the intended use.

- d. Licensee shall inform Licensors if any lacrosse field is open for use between the Effective Date and November 15, 2024 and between June 16, 2025 and August 15, 2025. Licensors shall have the right, upon notification of no use by Licensee, to rent or use the lacrosse fields at its discretion and without adjustment or abatement of the License Fees payable by Licensee under this License.
- e. Licensee and its members and invitees shall have a non-exclusive right to use the paved parking areas of the park depicted on Exhibit A for parking during practices and games. Licensee and its members and invitees may also request other areas of the park for short-term use in traffic for drop-off and pick-up as approved by the Licensors in advance.
- f. Licensee shall be responsible for costs and maintenance related to the restroom building as follows:
 - i. All costs and maintenance between the Effective Date and November 15, 2024.
 - ii. Shared costs (50%) and maintenance between June 16, 2025 and August 15, 2025.
- g. There shall be no outside storage on the Premises.
- h. Licensee shall not have the right to sublet the fields without approval of the Village Public Works Director.

- 6. **TOURNAMENTS.** Licensee shall not be allowed to schedule weekend tournaments without changes to this License approved by both the Licensee and Licensors. This License provides only for scheduled games and practices of Pirate Lacrosse LLC.

- 7. **IMPROVEMENTS.**

- a. Licensors shall maintain lacrosse fields on the Premises within the limits shown on Exhibit A.
- b. Licensee shall be respectful and courteous of any other user groups or licensees under agreement with the Village for use of park premises.
- c. Licensee shall remove any and all improvements or structures placed on the Premises by Licensee within the time set forth in any written notice from the Licensors of the Licensors' election to use the Premises for a public purpose. In the event the Licensee fails to remove any and all such improvements or structures within the time frame set forth in any such notice, the Licensors shall have the right to remove all such improvements from the Premises and dispose of the same as abandoned property.

- 8. **REPAIRS/MAINTENANCE.** The Licensors agree to keep the general park area in a safe and neat condition. Licensors also agree to keep the lacrosse fields maintained in conjunction with its regular periodic maintenance of the park. Licensee is responsible for any damage that occurs to the fields, fences, or utility systems during those periods of time that they have exclusive rights to use the fields. Licensors are responsible for any damage at all other times.

- 9. **LIABILITY.**

- a. As a partial consideration for the Licensors' entry into this License, the Licensee covenants to indemnify and save harmless, accept tender of defense, and to defend and pay any and all legal, accounting, consulting, engineering, and other expenses of any kind or nature relating to the defense of any claim asserted or imposed against the Licensors, its officers, employees, independent contractors, and agents asserted by any party or parties arising out of or related to this License, except as arising for the negligence of the Licensors.

- b. Licensors and Licensee expressly agree that the foregoing indemnification is intended to be as broad and inclusive as is permitted by the laws of the State of Wisconsin and that if any portion thereof is held invalid, it is expressly agreed that the balance of said indemnification and hold harmless covenant shall continue in legal force and effect.
- c. The indemnification provided hereunder shall not constitute a waiver of any provision of Section 893.80 of the Wisconsin Statutes as amended from time-to-time or any other applicable limit(s) on municipal liability.

10. INSURANCE.

- a. Licensee, at its cost, shall maintain Commercial General Liability insurance coverage with a company authorized to do business in the State of Wisconsin that has an A.M. Best A rating or better and Class VII or larger. Such insurance shall be primary with a policy limit in the amount of not less than one million dollars (\$1,000,000.00) per occurrence and two million dollars (\$2,000,000.00) aggregate insuring Licensee and its authorized representative's liability arising out of or in connection with Licensee's use or occupancy of the Licensed Premises.
- b. Limits of liability shall be subject to review and approval by the Licensors on an annual basis in order to continue to adequately protect the parties as circumstances change over time.
- c. The insurance required hereunder shall name the Village of Summit, its boards, commissions, agencies, officers, employees, and representatives as additional insureds under all policies provided prior to License taking effect.
- d. The Licensee shall furnish the Licensors' Village Public Works Director with a Certificate of Insurance in a form approved by the Licensors that provides the Licensors with thirty (30) days advance notice of cancellation or non-renewal of the insurance during the term of the License. Thereafter, the Licensee shall provide a Certificate of Insurance to Licensors' Public Works Director on or before March 1 of each year this License is in effect.

11. **TEMPORARY SIGNS.** The Licensee shall, at Licensee's expense, be allowed to install temporary signage between the Effective Date and November 15, 2024, and between June 15, 2025 and September 1, 2025, subject to the Licensors' approval as to content, size, and location and subject to Licensee's compliance with any applicable ordinance regulating signs within the Village of Summit. Licensee must remove any signage outside of the permitted dates.

12. **ENVIRONMENTAL HARM OR DAMAGE.** It is agreed between the Licensors and the Licensee that neither party will do anything to the land which would cause environmental harm or damage, including, but not limited to, the deposit or placement of toxic, harmful, or poisonous materials or substances upon the land through their act or acts of agents.

- a. Licensors represents that, to the best of its knowledge without independent inquiry, it has no knowledge of hazardous materials on the real property as of the date of this License, which are in violation of State or Federal Environmental laws.
- b. Licensors shall notify Licensee when Licensors has or will apply fertilizer or weed control products to the fields and surrounding areas.

13. **COMMUNICATIONS.** Licensee agrees to appoint a member or members of the Pirate Lacrosse LLC organization to attend the Village of Summit monthly meetings upon request by Licensors' Village Public Works Director during the time frames each year this License is in force.

14. **NOTICE.** Notices under this License shall not be deemed valid unless given or served in writing and forwarded by mail, postage prepaid, addressed as follows:

LICENSOR:

Name: Village of Summit
Attn: Public Works Director
Address: 37100 Delafield Road
Summit, WI 53066

LICENSEE:

Name: Pirate Lacrosse LLC
Address: 236 North Main Street
Dousman, WI 53118

Such addresses may be changed from time to time by either party by providing notice as set forth above.

15. **SURRENDER.** At the expiration of the License created hereunder, whether by lapse of time or otherwise, and on or before September 1, 2025, Licensee will quit and surrender the Licensed Premises in good condition and repair, reasonable wear and tear expected.
16. **ASSIGNMENT AND SUBLICENSES.** The Licensee may not assign this License nor sublet or otherwise encumber the Premises.
17. **ENTIRE LICENSE/AMENDMENT.** This License contains the entire agreement of the parties and there are no other promises or conditions in any other agreement, whether oral or written. This License may be modified or amended in writing, if the writing is signed by both parties and approved by the Village Board of the Village of Summit.
18. **HEIRS, ASSIGNS, SUCCESSORS.** This License is binding upon and inures to the benefit of the heirs, assigns, and successors in interest to the parties.
19. **GOVERNING LAW.** This License shall be construed in accordance with the laws of the State of Wisconsin.
20. **NO LIMITATION ON LICENSOR'S RIGHTS.** Nothing in this License shall be deemed to limit the Licensor's rights to exercise its full lawful authority as described in the United States, State of Wisconsin, Waukesha County, or Village of Summit codes, statutes, ordinances, rules, or orders.
- The Village Board of the Village of Summit shall have the right to terminate this License with or without cause upon resolution adopted by the Village Board of the Village of Summit.
 - If the Licensor terminates this License without cause between the Effective Date and August 15, 2025, the Licensor shall only refund to the Licensee monies paid in that calendar year on a pro-rated basis.
 - The Licensee acknowledges and agrees that it shall not be entitled to any reimbursement from Licensor for any sign, landscaping, or other related or unrelated improvements removed as a result of the Village Board's exercise of the Village's rights at any time to use the Premises for any Village purpose(s).

21. **SEVERABILITY.** If any portion of this License shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this License is invalid or unenforceable, but that by limiting such provision, it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforces as so limited.

22. **WAIVER.** The failure of either party to enforce any provisions of this License shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this License.

23. **MISCELLANEOUS PROVISIONS.**

- a. No use is hereby authorized unless the use is conducted in a lawful, orderly, and peaceful manner. Nothing in this License shall be deemed to authorize any public or private nuisance or to constitute a waiver, exemption, or exception to any law, ordinance, order, or rule of the Village of Summit, Waukesha County, State of Wisconsin, United States, or any duly constituted authority.
- b. This License shall not be deemed to constitute a building permit, occupancy permit, or any other type of permit that may be required by Village ordinance or other applicable law.
- c. Nothing in this License shall be construed to create an employer/employee relationship, joint venture, or partnership relationship, or a principal/agent relationship between the parties.

IN WITNESS WHEREOF, the parties have set their hands and seals the day and year first above written.

VILLAGE OF SUMMIT
Licensor

PIRATE LACROSSE LLC
Licensee

By: _____
Jack Riley, Village President

By: _____
Mark Kirkpatrick, Owner

ATTEST: _____
Debra Michael, Village Administrator-Clerk/Treasurer

Drafted by:

Kamron E. Nash, P.E.
Village Public Works Director
37100 Delafield Road
Summit, WI 53066
(262) 567-2757
(262) 567-4115 - Fax

EXHIBIT A - MAP OF GENESEE LAKE ROAD PARK WITH PERMITTED AREA OUTLINED (LACROSSE FIELDS)





Village Hall, 262-567-2757
Fax, 262-567-4115
Highway Dept., 262-567-2422
Police Dept., 262-567-1134
Building Inspector, 262-490-4141
www.summitvillage.org

Summit Village Hall • 37100 Delafield Road • Summit, WI 53066

MEMORANDUM

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: June 24, 2024

Re: Discussion and Action on Department of Natural Resources (DNR) Grant Contract for the Dousman Road Trail Extension Project

PURPOSE:

To receive Village Board approval of the DNR grant contract for financial assistance for the Village of Summit – Dousman Road Trail Extension Project.

BACKGROUND:

In August 2023, the Village was notified by the DNR that it was tentatively awarded a partial Stewardship grant in the amount of \$149,439 from the Stewardship Acquisition and Development of Local Parks sub-programs. In the months following, Village staff have been working with the DNR to submit information in preparation of the grant contract. The contract has been forwarded over for approval and signatures.

There is an option to request a project advance of \$74,719.50, or 50 percent of the state cost sharing assistance. This may be used to cover costs incurred in the initial stages of the project, and the Village is required to notify the DNR whether or not this advance is desired.

As part of the 2025 – 2029 Capital Improvement Plan, staff have put together a proposal for the three types of funding that will be utilized for this project:

Funding Source	2024	2025	2026	Project Total
Stewardship Grant	\$24,000	\$51,320	\$74,119	\$149,439
TAP Funds (Reimbursement)	\$96,000	\$41,680	\$476,186	\$613,866
Park Impact Fees	\$0	\$0	\$44,927	\$44,927
Total	\$120,000	\$93,000	\$595,232	\$808,232

RECOMMENDATION:

Village staff recommends that the Village Board approve the grant contract for financial assistance for the Village of Summit – Dousman Road Trail Extension project.

ATTACHMENTS:

Grant Contract for Village of Summit – Dousman Road Trail Extension

FISCAL IMPACT: Financial impact as summarized above. Note that a separate discussion and action item will be on this meeting to determine the source of funding for payments related to design and construction that will be reimbursed as part of the TAP program award.

RECOMMENDED MOTION: Motion to approve the contract for Acquisition and Development of Local Parks Grant No. SADLP6241434 in the amount of \$149,439.00 between the Village of Summit and the Wisconsin Department of Natural Resources with a request to receive a project advance of \$74,719.50.

State of Wisconsin
DEPARTMENT OF NATURAL RESOURCES
1027 W St. Paul Ave
Milwaukee, WI 53233

Tony Evers, Governor

Telephone 608-267-7556
Toll Free 1-888-936-7463
TTY Access via relay - 711



May 24, 2024

► REQUIRES IMMEDIATE ACTION ◀
Acquisition and Development of Local Parks
Grant# SADLP6241434
Grant Amount: \$149,439.00

Kamron Nash, Public Works Director
Village Of Summit
37100 Delafield Rd
Summit, WI 53066

Dear Mr. Nash:

Congratulations! On behalf of the Governor, the Department of Natural Resources is pleased to offer you a grant contract for financial assistance for the following project: *Village of Summit - Dousman Road Trail Extension*

Please review the contract. Both copies should be signed by an authorized official and notarized. Please return one original signed contract within 30 days of this letter's date to Sara deBruijn at the Bureau of Community Financial Assistance, 1027 West St Paul Avenue, Milwaukee, WI 53233. Funds will be obligated to the project when the signed contract is returned. The second signed and notarized original of the contract should be kept in a safe place for future reference, until the completion of the project scope as described on page one of the contract.

Please read the items checked below. They apply to your project and grant award.

☒ **Grant Award Time Period:** May 1, 2024, through June 30, 2026. All project activities must occur within this time period to be eligible costs for reimbursement.

☒ **Advance or Reimbursement Check:** Your advance or reimbursement will be a mailed check or made by ACH payment to Village Of Summit, Kamron Nash, 37100 Delafield Rd, Summit, WI 53066. This is the payment recipient that appears in our records. If the contact for this grant changes, please contact your regional project manager.

☒ **Changes to the approved project scope, project time period, and/or project financial assistance (budget)** may not be made without prior approval from the Department.

☒ **For Development projects, you are entitled to a project advance of: \$74,719.50**

This advance payment is made available to you to cover costs you may incur in the initial stages of your project. The advance payment is equal to 50% of the state cost sharing assistance. *If you wish to request the advance payment, please check the box provided on the last page of the contract.*

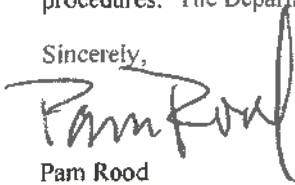
☒ Please check your local procedures to insure you comply with all applicable state laws regarding competitive bidding and awarding. DNR guidance on this topic can be found by going to: <http://dnr.wi.gov/Aid/documents/ProcurementGuide.pdf>

☒ **IMPORTANT:** Once the project is complete, the enclosed grant contract must be recorded (with County Register of Deeds) against the property's title (location of project site) in order to process your final reimbursement request. Please check with your regional project manager (Sara) near completion of the project to determine if the project reflects the scope of work as completed before recording with the County Register of Deeds.

If not enclosed, reimbursement claim forms and/or financial administration information can be found by going to: <https://dnr.wi.gov/files/PDF/forms/8700/8700-001.pdf>. Please submit reimbursement claim forms for your project to Sara.

Feel free to contact Sara at 414-897-5704, if you have any questions about your grant award or the reimbursement procedures. The Department is pleased to have the opportunity to participate with you on this project

Sincerely,

A handwritten signature in black ink, appearing to read "Pam Rood". The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

Pam Rood
Bureau of Community Financial Assistance

Enclosure(s)

C: Sara deBruijn – SER

This document drafted by:
State of Wisconsin
Department of Natural Resources
P.O. Box 7921
Madison WI 53707-7921

**OUTDOOR RECREATION AIDS
GRANT CONTRACT**
Form 8700-065c (8/12)

Notice

Collection of this information is authorized under ss. 23.09(11), 23.09(26), 350.12(4), 23.33, and 30.92, Wis. Stats., and chs. NR 7, NR 50, NR 51, and NR 64, Wis. Admin. Code. Personally identifiable information collected will be used for program administration and may be made available to requesters as required under Wisconsin's Open Records Law [ss. 19.31 - 19.39, Wis. Stats].

Sponsor:

Village Of Summit

Project Number:

SADLP6241434

Project Title:

Village of Summit - Dousman Road Trail Extension

Program Name:

Knowles-Nelson Stewardship Program
Acquisition and Development of Local Parks

Payment Period: (Period during which grant funds will be encumbered and available for payment to the Sponsor under this Outdoor Recreation Aids Grant Contract, hereinafter referred to as the "Contract".)

May 1, 2024 through June 30, 2026

Project Scope:

The Village of Summit will utilize ADLP funds to construct an asphalt trail along Dousman Rd and Genesee Lake Rd, approximately 5,000 linear ft in length and 10 feet wide.

Legal Description (hereinafter referred to as Property):

Name and Return Address

Village of Summit
C/O Kamron Nash
37100 Delafield Rd, Oconomowoc, WI 53066

Parcel Identification Number (PIN)
See Exhibit A

See exhibit A

All obligations, terms, conditions and restrictions imposed by this Contract shall be deemed to be covenants and restrictions running with the Property, shall be limited to the use and development of the Property from the date of this Contract, and shall bind the parties hereto and their respective personal representative, successors, and assigns, in perpetuity. The rights herein conveyed are subject to the interests of the State of Wisconsin and the Department of Natural Resources Stewardship Program under Chapter 23, Wisconsin Statutes and Chapter NR 51 of the Wisconsin Administrative Code.

By acceptance of this Contract the Sponsor, for itself, its successors and assigns, hereby covenants and agrees not to convey, sell, lease, assign, mortgage or otherwise encumber the Property or convert it to uses or purposes inconsistent with the Stewardship Program and this Contract without the prior written approval of the Wisconsin Department of Natural Resources.

Project Financial Assistance Summary

The following documents are hereby incorporated into and made part of this Contract:

Total Project Cost \$569,260.00

Cost-Share Percentage Up to 50%

State Aid Amount \$149,439.00

Project Sponsor Share \$419,821.00

1. Chapter 23, Wis. Stats.
2. Chapter NR 51, Wisconsin Administrative Code
3. Chapter NR 52, Wisconsin Administrative Code
4. Grant Application, attachments, and addendums

A. General Conditions:

1. The State of Wisconsin Department of Natural Resources (Department) and the Sponsor mutually agree to perform this Contract in accordance with the Acquisition and Development of Local Parks Subprogram and with the project proposal, application, terms, promises, conditions, plans, specifications, estimates, procedures, maps and also any assurances attached and made a part of this Contract.
2. This Contract, together with any referenced parts and attachments, shall constitute the entire Contract and previous communications, understandings, representations or contracts pertaining to the subject matter of this Contract are superseded. Any revisions, including cost adjustments, shall be made by a written amendment to this Contract, signed by both parties prior to the termination date of the Contract. Time extensions and scope changes to the Contract may be granted to the Sponsor by the Department in writing without the requirements of Sponsor signature.
3. Failure by the Sponsor to comply with the terms of this Contract may not cause the suspension of all obligations of the State if, in the judgment of the Secretary of the Department, such failure was not the fault of the Sponsor. In such case, any amount required to settle at minimum costs any irrevocable obligations properly incurred shall be eligible for assistance under this Contract, at the Department's discretion.

The Project Sponsor:

4. Agrees to comply with all applicable state, local and federal statutes and regulations in fulfilling terms of this Contract, including but not limited to, general and special zoning, land use permit requirements, disability access, environmental quality, historical and archeological preservation. In particular, the Sponsor agrees to comply with the provisions of Chapter NR 51, Wis. Adm. Code, as well as comply with all applicable local and state contract and bidding requirements. The Sponsor should consult its legal counsel with questions concerning Contracts and bidding.
5. May decline the offer of financial assistance provided through this Contract, in writing, at any time prior to the starting of the project and before expending any funds. After the project has been started or funds expended, this Contract may be rescinded, modified, or amended only by mutual written agreement of the parties.
6. Agrees, to save, keep harmless, defend and indemnify the Department and all its officers, employees and agents, from and against any and all liability claims, costs of whatever kind and nature, for injury to or death of any person or persons, and for loss or damage to any property (state or other) occurring in connection with or in any way incident to or arising out of the occupancy, use, service, operation or performance of work in connection with this Contract or omissions of Sponsor's employees, agents or representatives.
7. Agrees to reimburse the Department of any and all funds the Department deems appropriate in the event the Sponsor fails to comply with the conditions of this Contract or project proposal as described, or fails to provide public benefits as indicated in the project application, proposal description or this Contract. In addition, should the Sponsor fail to comply with the conditions of this Contract, fail to progress due to non-appropriation of funds, or fail to progress with or complete the project to the satisfaction of the Department, all obligations of the Department under this Contract may be terminated, including further project cost payment.
8. Agrees, in connection with the performance of work under this Contract, not to discriminate against any employee or applicant for employment because of age, race, religion, color, disability, handicap, sex, physical condition, developmental disability as defined in s. 51.01(5), Wis. Stat., sexual orientation or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Sponsor further agrees to take affirmative action to ensure equal employment opportunities, as required by law. The Sponsor agrees to post in conspicuous places available, for employees and applicants for employment, notices to be provided by the Contracting officer setting forth the provisions of the nondiscrimination clause.
9. Agrees not to discriminate against any person in the use and enjoyment of the property on the basis of age, race, creed, color, handicap, marital status, conviction record, arrest record, sex, national origin, ancestry, sexual orientation or membership in the national guard, state defense force or any other reserve component of the military forces of the United States or this state.
10. Agrees that reasonable entrance, service or user's fees may be charged and retained by the Sponsor to defray operation and maintenance costs subject to Department review and approval. If such fees do not exceed the fees charged for daily entrance to state parks, Department fee approval is not required.
11. Agrees that income accruing to the Property shall be used to further the objectives of the project as stated in this Contract or to further the objectives of another Stewardship project. However, if the Property is entered into the County Forest Law Program, income derived from that program shall be distributed according to s. 28.11 Wis. Stats.
12. Shall maintain financial and accounting records for the grant in accordance with generally accepted accounting principles and practices. These records may be reviewed by state officials.
13. Shall display a sign at the property acknowledging funding through the Knowles-Nelson Stewardship Program and Wisconsin Department of Natural Resources.
14. Shall agree to have an annual audit performed in accordance with 2 CFR Part 200 Uniform -- Administrative Requirements, Cost Principles, & Audit Requirements for Federal Awards (also known as "Uniform Guidance") and WI State Single Audit Guidelines found at <http://www.doa.state.wi.us/Divisions/Budget-and-Finance/Financial-Reporting/state-controllers-office/state-single-audit-guidelines> issued

by Wisconsin Department of Administration, State Controller's Office, if Grantee expends federal grant funds totaling \$750,000 or more during the fiscal year and the those funds were received from a State or Federal agency.

The Department:

15. Promises, in consideration of the covenants and Contracts made by the Sponsor, to obligate for the Sponsor the amount shown as "State Aid Amount" on page 1, and to tender to the Sponsor that portion of the obligation which is required to pay the Department's share of the costs based upon the state providing 50 percent of eligible project costs. The Sponsor promises, in consideration of the promises made by the Department, to execute the project described in accordance with this agreement.
16. Agrees that the Sponsor shall have sole control of the method, hours worked, and time and manner of any performance under this agreement other than as specifically provided in this document. The Department reserves the right only to inspect the job site or premises for the sole purpose of insuring that the performance is progressing or has been completed in compliance with the agreement. The Department takes no responsibility of supervision or direction of the performance of the agreement to be performed by the Sponsor or the Sponsor's employees or agents. The Sponsor is an Independent Contractor for all purposes, not an employee or agent of the Department. The Department further agrees that it will exercise no control over the selection and dismissal of the Sponsor's employees or agents.

B. Special Conditions:

- a. Property acquired or developed with assistance from this program shall not be converted to uses inconsistent with public outdoor recreation without the prior written approval of this Department.
- b. Total cost sharing provided through any combination of state and federal funds shall not exceed 100% of all eligible costs.
- c. All applicable permits, licenses and approvals, including water and wetland regulatory permits and approvals, required by federal, state or local agencies must be obtained prior to project construction and complied with fully during project construction and the life of the project.
- d. Erosion control will be accomplished using the guidelines in the Wisconsin Construction Site Best Management Practice Handbook. Construction sites associated with land disturbing activities over one acre within 500 feet of a surface water body require an erosion control plan prepared by the Sponsor, to be submitted to the Department of Natural Resources for approval. Surface bodies include permanent flowing streams, ponds and lakes. Construction sites disturbing more than five acres of land require a permit for stormwater discharges from construction sites to be issued by the Department of Natural Resources.
- e. All existing overhead utility services if feasible shall be buried and any new utility services provided through this project must be installed underground.
- f. Stormwater permits are required if grading >1 acre, and filling or grading in wetlands requires a Corps of Engineers and Department permits.
- g. Development plans must be submitted to the Department for approval prior to any construction.
- h. All facilities constructed with assistance from this program must be accessible to persons with disabilities. All facilities developed with these grant funds shall be connected by linkage trails to a main walkway and/or parking lot.
- i. If the project involves construction or renovation of parking facilities, the sponsor shall provide accessible parking that meets or exceeds requirements of the 2010 Americans with Disabilities Act Standards for Accessible Design, state requirements, or local requirements, whichever is most stringent. A minimum of one stall must be van accessible.
- j. Final structure construction plans must be approved and stamped for structural adequacy by a licensed professional engineer before construction begins. (if a structure)
- k. The Department of Safety and Professional Services (formerly Department of Commerce) must approve all sanitary facility plans before construction begins. (if restroom)
- l. Structural approval for all restroom or shelter buildings less than 25,000 cubic feet must be obtained from a licensed professional engineer before construction begins. Structural approval for all restroom or shelter buildings exceeding 25,000 cubic feet must be obtained from the Department of Safety and Professional Services (formerly Department of Commerce) before construction begins. (if shelter or restroom)
- m. Conditions related to invasive species movement. The applicant and operator agree to the following methods required under s. NR 109.05(2), Wis. Adm. Code for controlling, transporting and disposing of aquatic plants and animals, and moving water:
 - Aquatic plants and animals shall be removed and water drained from all equipment as required by s. 30.07, Wis. Stats., and ss. NR 19.055 and 40.07, Wis. Adm. Code. when moving equipment between surface water or wetlands.

- Operator shall comply with the most recent Department-approved 'Boat, Gear, and Equipment Decontamination and Disinfection Protocol', Manual Code # 9183.1, available at <http://dnr.wi.gov/topic/invasives/disinfection.html>

☐ Check here if you request advance payment totaling \$74,719.50

The person(s) signing for the Sponsor represents both personally and as an agent of his or her principal that he or she is authorized to execute this Contract and bind his or her principal, either by a duly adopted resolution or otherwise.

VILLAGE OF SUMMIT

Signed this _____ day of _____, 20____.

BY _____
Signature of Sponsor Representative

Typed Name of Sponsor Representative

Personally came before me this _____ day of _____, 20____, the above named _____
to me known to be the person who executed the foregoing instrument and acknowledged the same.

Signature of Notary Public

Typed or Printed Name of Notary Public
Notary Public, State of Wisconsin

My Commission expires _____

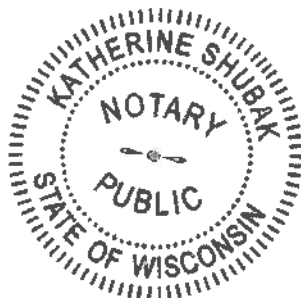
State of Wisconsin, _____ County

STATE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES

Signed this 5th day of June, 2021.

BY Terry Bay
Terry Bay, Director
Bureau of Facilities and Lands

Personally came before me this 5th day of June, 2021, the above named Terry Bay
to me known to be the person who executed the foregoing instrument and acknowledged the same.



Katherine Shubak
Signature of Notary Public

Katherine Shubak
Typed or Printed Name of Notary Public
Notary Public, State of Wisconsin

My commission expires 3/27/2028

State of Wisconsin, Dane County

THIS INSTRUMENT WAS DRAFTED BY THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES

Exhibit A

A 10' wide trail easement within the Right of Ways of North Dousman Road and Genesee Lake Road, being part of the Southeast 1/4 of the Northeast 1/4, and the Northeast 1/4, Southeast 1/4, and Southwest 1/4 of the Southeast 1/4 of Section 21, Township 7 North, Range 17 East, in the Village of Summit, Waukesha County, Wisconsin, whose centerline is more particularly described as follows:

Commencing at the East 1/4 corner of said Section 21; thence North 00°51'38" East along the East line of the Northeast 1/4 of said Section 21, a distance of 802.47 feet; thence North 89°08'22" West, 24.49 feet to the Point of Beginning; Thence North 80°36'09" West, 14.72 feet; Thence 13.00 feet southwesterly along the arc of a curve with radius of 10.00 feet, whose chord bears South 53°09'50" West, 12.10 feet; Thence South 15°55'47" West, 38.24 feet; Thence South 16°11'10" West, 14.77 feet; Thence South 12°11'11" West, 35.17 feet; Thence 18.52 feet southwesterly along the arc of a curve with a radius of 105.00 feet, whose chord bears South 17°14'25" West, 18.50 feet; Thence South 22°17'40" West, 23.93 feet; Thence 4.01 feet southeasterly along the arc of a curve with a radius of 15.00 feet, whose chord bears South 14°37'48" West, 4.00 feet; Thence South 06°57'56" West, 9.56 feet; Thence South 08°56'19" West, 11.05 feet; Thence South 26°34'26" West, 59.90 feet; Thence South 26°07'17" West, 55.76 feet; Thence South 26°07'37" West, 27.19 feet; Thence 10.09 feet southeasterly along the arc of a curve with a radius of 20.00 feet, whose chord bears South 11°40'14" West, 9.99 feet; Thence South 02°47'09" East, 4.77 feet; Thence 25.16 feet southwesterly along the arc of a curve with a radius of 25.00 feet, whose chord bears South 26°02'58" West, 24.11 feet; Thence South 54°53'06" West, 4.86 feet; Thence 10.06 feet southwesterly along the arc of a curve with a radius of 20.00 feet, whose chord bears South 40°28'38" West, 9.95 feet; Thence South 25°53'03" West, 132.87 feet; Thence 10.07 feet southeasterly along the arc of a curve with a radius of 20.00 feet; whose chord bears South 11°38'43" West, 9.97 feet; Thence South 02°47'09" East, 1.38 feet; Thence 25.16 feet southwesterly along the arc of a curve with a radius of 25.00 feet, and whose chord bears South 26°02'58" West, 24.11 feet; Thence South 54°53'06" West, 1.21 feet; Thence 11.16 feet southeasterly along the arc of a curve with a radius of 20.00 feet, and whose chord bears South 38°54'17" West, 11.01 feet; Thence South 22°55'28" West, 136.63 feet; Thence South 27°31'38" West, 126.77 feet; Thence South 26°12'55" West, 19.84 feet; Thence South 25°59'43" West, 430.18 feet; Thence South 26°50'58" West, 444.51 feet; Thence South 24°41'59" West, 179.97 feet; Thence South 20°09'23" West, 295.19 feet; Thence South 19°48'42" West, 200.84 feet; Thence South 19°32'40" West, 275.37 feet; Thence South 20°12'58" West, 98.58 feet; Thence 8.80 feet southeasterly along the arc of a curve with a radius of 25.00 feet, and whose chord bears South 10°08'07" West, 8.75 feet; Thence South 00°03'15" West, 37.67 feet; Thence 6.85 feet southwesterly along the arc of a curve with a radius of 25.00 feet, and whose chord bears South 07°53'59" West, 6.83 feet; Thence South 15°44'44" West, 58.01 feet; Thence 29.60 feet southeasterly along the arc of a curve with a radius of 195.00 feet, and whose chord bears South 11°23'51" West, 29.57 feet; Thence South 07°02'58" West, 38.77 feet; Thence 7.39 feet southwesterly along the arc of a curve with a radius of 25.00 feet, and whose chord bears South 15°31'14" West, 7.37 feet; Thence South 23°59'30" West, 40.14 feet; Thence 7.79 feet southeasterly along the arc of a curve with a radius of 25.00 feet, and whose chord bears South 15°03'37" West, 7.76 feet; Thence South 06°07'44" West, 796.66; Thence 14.83 feet southwesterly along the arc of a curve with a radius of 10.00 feet, and whose chord bears South 48°36'00" West, 13.50 feet; Thence North 88°55'45" West, 1,232.13 feet to a point on the West line of the Southeast 1/4 of said Section 21.

Said lands contain ±50,491 square feet, ±1.16 acres more or less.



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MEMORANDUM

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: July 3, 2024

Re: Discussion and Action on Park Impact Fee Use for Capital Improvement Plan Development

PURPOSE:

To request direction from the Village Board on use of the balance of park impact fees for CIP planning purposes.

BACKGROUND:

Park impact fees are collected to help pay for the capital costs to construct, expand, or improve public park facilities which are necessary to accommodate land development within the Village. To ensure that these funds are utilized in the appropriate time frame, as dictated by Wis. Stats. 66.0617, proper planning is required.

The following projects have been approved in the 2024 – 2028 CIP for Impact Fee use:

PUBLIC BUILDINGS AND PARK FACILITIES	2024	2025	2026	2027	2028
Peter Prime Park					
Playground equipment upgrade/maintenance (20 yr schedule)	\$0	\$50,000	\$0	\$0	\$0
Summit Village Park					
Playground equipment upgrade/maintenance	\$0	\$0	\$0	\$0	\$0
Parking expansion/Stormwater facilities	\$300,000	\$0	\$0	\$0	\$0
Pickleball Courts	\$50,000	\$0	\$0	\$0	\$0
Bike Path from Dousman Road to Village Park	\$35,000	\$50,000	\$0	\$0	\$0
TOTAL PUBLIC BUILDINGS AND PARKS	\$385,000	\$100,000	\$0	\$0	\$0

The impact fee balance is summarized below:

The total balance from the audit from year end 2022 is:	\$527,337.00
The total expenditures as of mid-2024 are:	(\$53,384.00)
The total estimated expenditures in 2024 are:	\$ -
Subtotal: \$473,953.00 available	

There are two projects scheduled for 2024 that will not be completed this year:

1. **Parking Expansion/Stormwater Improvements (Village Park):** The parking expansion/stormwater facilities project for Genesee Lake Road Park is recommended to be moved out into the future to allow for the master plan to be completed. The estimated cost has been adjusted to include engineering design and any applicable Plan Commission and professional services design fees due to the stormwater improvements, landscaping, etc. that will be required by Village code. To save on bid preparation, this project is recommended to be bid out as part of the annual road paving program for the year it will be constructed.
2. **Pickleball Courts (Village Park):** \$50,000 of impact fees was included for 2024 for the construction of pickleball courts at Genesee Lake Road Park. Lake Country Pickleball Club has indicated that there are still club members interested in pursuing courts in Summit, but they likely will not have funds available until 2025 or later. This project has received a significant amount of support from the public, staff believes it should remain on the CIP for the future. However, consideration should be given if the intent is to "reserve" impact fees for this project since there is a time factor related to use of impact fees.

RECOMMENDATION:

Village staff recommend that the Village Board prioritize use of the park impact fee balance as recommended below:

Priority 1: N Dousman Rd Trail Extension Project (recommended \$155,000 reserved for 2026)

The design engineer for the N Dousman Road Trail Extension project provided staff with an estimated schedule for expenditures over the life of the project. This project is a priority since it is currently underway. Stewardship grant funds and Transportation Alternatives Program funds will cover the majority of the total cost, and the remainder has been approved to be covered by impact fees. It is recommended that the \$155,000 in impact fees previously approved for this project continues to be set aside to ensure that sufficient funding is available to cover the cost of the project, unless the Village Board is willing to utilize borrowed or levied funds for any additional costs. Preliminary construction estimates indicate that approximately \$45,000 in impact fees will be required in 2026. However, construction costs may come in much higher depending on a variety of factors. In the event that the full amount of \$155,000 in impact fees is not required, the balance may be reallocated for use on another park capital project.

Priority 2: Genesee Lake Road Park Parking/Stormwater Improvements Project (estimated \$375,000 - \$425,000 total)

SEH worked with Village staff to determine more accurate cost estimate for construction of a parking lot providing an additional 150 spaces on the northeast side of the park as included in the draft Genesee Lake Road Park Master Plan, which is closer to \$400,000. There are ways that that this cost may be reduced, which may be considered at a later time. Lack of parking for current park usage is currently a very large issue, particularly during tournaments or when both the lacrosse and baseball/softball clubs are practicing and playing games at the same time.

Priority 3: Peter Prime Park Playground Equipment Upgrade (estimated \$50,000 total)

The playground equipment at Peter Prime Park is aging and requires replacement. However, this may be deferred to after completion of the N Dousman Road trail extension project in the event that there are unused impact fees remaining. In addition, this project may be funded through the tax levy or borrowing.

Priority 3: Pickleball Courts at Genesee Lake Road Park (estimated \$50,000-\$75,000 per court)

The Village Board authorized \$50,000 in impact fees for 2024 to assist with construction costs, with the understanding that the remaining funds would come from donations or fundraising. The Lake Country Pickleball Club believes there is still enough interest in the area to obtain additional funding, but they likely would not be able to provide funding until at least 2025. A meeting is scheduled with the LCPC on July 10th.

Priority 3: Fitness Courts at Peter Prime Park (estimated \$160,000, less \$30,000-\$50,000 NFC grant and donations)

The National Fitness Campaign (NFC) will not accept applications for grant funding until the Village is well on the way to determining how to fund the remainder of the project. To date, the Village has generated \$10,500 in donations for this project. The remainder of the funding may be covered by additional donations, tax levy, or borrowed funds. In the event that the Village does not wish to continue pursuing fitness courts, the donors may be asked to reallocate these funds toward another recreational improvement.

These three projects will likely use the majority of or exceed the current balance, depending upon how much is ultimately utilized for the trail project. It is recommended that the Village Board determine which projects are priorities, after which funding sources should be identified. Any direction received at this meeting will be incorporated into the CIP for consideration in August.

ATTACHMENTS: None.

FISCAL IMPACT: Financial impacts are summarized above.

RECOMMENDED MOTION: To be determined, based on Village Board direction.



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MEMORANDUM

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: July 1, 2024

Re: Discussion and Action on Acceptance of Resignation of Jared Beauchamp, Department of Public Works (DPW) Operator

PURPOSE:

To receive Village Board acceptance of the resignation of Jared Beauchamp, DPW Operator.

BACKGROUND:

Jared Beauchamp provided notice on July 1, 2024 that he wishes to resign his position as a DPW Operator. His last date of employment with the Village will be on July 16, 2024. Village staff will continue to work with Jared and the DPW crew to determine the status of outstanding projects and to reassign tasks as needed prior to his last day of employment.

RECOMMENDATION:

Village staff recommends that the Village Board accept the resignation of Jared Beauchamp and wish him well with his future career.

ATTACHMENTS: None.

FISCAL IMPACT: There will be some cost savings to wages in the Public Works, Recreation, and Cemetery budgets due to the vacancy. Depending on the ability of DPW staff to cover essential and emergency services, additional expenditures may be required for contracting of work activities.

RECOMMENDED MOTION: Motion to accept the resignation of Jared Beauchamp, Department of Public Works Operator, with his last day of employment on July 16, 2024.



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MEMORANDUM

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: July 1, 2024

Re: Discussion and Action on a Proposed Resolution in Recognition of Jared Beauchamp for Over 16 Years of Service to the Village of Summit

PURPOSE:

To receive Village Board approval of proposed Resolution No. 24-464 recognizing the over 16 years of service by Jared Beauchamp, Department of Public Works (DPW) Operator.

BACKGROUND:

Jared Beauchamp began his employment with the Town of Summit in September of 2007 as a Highway Crew member, and he was appointed as the Cemetery Sexton in 2019.

Jared has consistently performed his job duties with professionalism and diligence, exhibiting a strong work ethic and commitment to the Summit community. Upon Bill Miller's retirement in late 2019, Jared played a critical role in leading the Department of Public Works in the interim while the Village recruited for a newly created Public Works Director position.

Jared's resignation will be effective on July 16, 2024. Jared's strong work ethic and sense of humor will be missed. We wish Jared the best with his future career endeavors!

RECOMMENDATION:

Jared was a valued member of the Village of Summit team and should be recognized for his more than 16 years of service to the Village of Summit. Village staff recommends that the Village Board adopt Resolution No. 24-464.

ATTACHMENTS: Resolution No. 24-464 Resolution Recognizing Jared Beauchamp for his Employment at the Village of Summit (DRAFT)

FISCAL IMPACT: None.

RECOMMENDED MOTION: Motion to adopt Resolution No. 24-464 Recognizing Jared Beauchamp for his Employment at the Village of Summit.

RESOLUTION NO. 24-464

RESOLUTION RECOGNIZING JARED BEAUCHAMP FOR HIS EMPLOYMENT AT THE VILLAGE OF SUMMIT

WHEREAS, Jared Beauchamp resigned from Village of Summit employment after having diligently served the people of the Village of Summit and the community for more than 16 years; and

WHEREAS, during Jared Beauchamp's employment with the Village of Summit, he provided exemplary professional service and demonstrated conscientious devotion to the duties of his position; and

WHEREAS, Jared Beauchamp began his employment with the Town of Summit as a Highway Crew employee in September 2007; and

WHEREAS, Jared Beauchamp was appointed the Cemetery Sexton of the Summit Cemetery in 2019; and

WHEREAS, it is desired that such commendable service to the Village of Summit be properly recognized.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the people of the Village of Summit, through the Village Board of the Village of Summit, Waukesha County, Wisconsin, do express their grateful appreciation to Jared Beauchamp for his more than 16 years of loyal public service.

Adopted this 11th day of July, 2024.

VILLAGE OF SUMMIT

APPROVED:

Jack Riley, Village President

ATTEST:

Debra J Michael, Village Administrator-Clerk/Treasurer



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MEMORANDUM

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: July 1, 2024

Re: Discussion and Action on a Proposed Resolution in Recognition of Allen Bouton for Over 8 Years of Service to the Village of Summit

PURPOSE:

To receive Village Board approval of proposed Resolution No. 24-465 recognizing the over 8 years of service by Allen Bouton, Department of Public Works (DPW) Seasonal Laborer.

BACKGROUND:

Allen ("Al") Bouton began his employment with the Village of Summit in May of 2016 as a Highway Crew Seasonal employee, and he also assisted with snow and ice control operations as a part-time Winter Seasonal employee each winter from the 2016/2017 to the 2023/2024 seasons.

Despite being semi-retired, Al dedicated eight summers and winters with the Village on a part-time basis. Al also consistently made himself available during emergency situations outside of his normal job duties to assist full-time DPW staff. Al took a great deal of pride in his work, particularly with Cemetery maintenance.

Al has chosen to enjoy his retirement fully, and his last working day will be July 10, 2024. We wish Al a relaxing and well-deserved retirement!

RECOMMENDATION:

Al was a valued member of the Village of Summit team and should be recognized for his more than 8 years of service to the Village of Summit. Village staff recommends that the Village Board adopt Resolution No. 24-465.

ATTACHMENTS: Resolution No. 24-465 Resolution Recognizing Allen Bouton for his Employment at the Village of Summit (DRAFT)

FISCAL IMPACT: None.

RECOMMENDED MOTION: Motion to adopt Resolution No. 24-465 Recognizing Allen Bouton for his Employment at the Village of Summit.

RESOLUTION NO. 24-465

RESOLUTION RECOGNIZING ALLEN BOUTON FOR HIS EMPLOYMENT AT THE VILLAGE OF SUMMIT

WHEREAS, Allen ("Al") Bouton retired from Village of Summit employment after having diligently served the people of the Village of Summit and the community for more than 8 years; and

WHEREAS, during Allen Bouton's employment with the Village of Summit, he provided exemplary professional service and demonstrated conscientious devotion to the duties of his position; and

WHEREAS, Allen Bouton began his employment with the Town of Summit as a part-time Highway Crew Seasonal employee in May 2016 and returned as an annual seasonal employee each year thereafter; and

WHEREAS, Allen Bouton assisted with snow and ice control operations as a part-time Winter Seasonal employee for the Village of Summit annually between the 2016/2017 and 2023/2024 winter seasons; and

WHEREAS, it is desired that such commendable service to the Village of Summit be properly recognized.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the people of the Village of Summit, through the Village Board of the Village of Summit, Waukesha County, Wisconsin, do express their grateful appreciation to Allen Bouton for his more than 8 years of loyal public service.

Adopted this 11th day of July, 2024.

VILLAGE OF SUMMIT

APPROVED:

Jack Riley, Village President

ATTEST:

Debra J Michael, Village Administrator-Clerk/Treasurer



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MEMORANDUM

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: July 3, 2024

Re: Discussion and Action on Recruitment for Vacant Department of Public Works Positions

PURPOSE:

To request direction from the Village Board on the future organizational structure of the DPW and recruitment timeline for anticipated vacant positions.

BACKGROUND:

At the March 7, 2024 Special Village Board meeting, direction was given to Village staff to prepare various organizational structures within the DPW and to provide financial impacts of each in anticipation of an upcoming retirement of one of the DPW Operators. This position is anticipated to be vacant beginning in late November or early December of 2024. In early July, one of the part-time Seasonal DPW Laborers and a full-time DPW Operator submitted notices of resignation with an effective date of mid-July. Staff intends to post the seasonal position as soon as possible, although it is unlikely there will be much interest mid-season. Staff would also like to post for the full-time position that will become vacant in July. Direction is needed from the Village Board on which position(s) will be posted and the timeframe for doing so.

The Village Board requested that I provide three options with regard to the organizational structure of the DPW:

1. Maintain 3 Full-Time Employees with assistance from Part-Time Seasonal Employees (Status Quo)

Assumptions:

- Hire 1 FT DPW Crew Leader
- Hire 1 FT DPW Operator
- Hire 2 – 3 PT Seasonal Employees

2. Add 1 Full-Time Employee, Reduce the PT Seasonal Hours

Assumptions:

- Hire 1 FT DPW Crew Leader
- Hire 2 FT DPW Operators
- Reduce PT Seasonal hours by half

3. Maintain 3 Full-Time Employees, Hire 3 Regular Part-Time Employees (higher wage scale), Eliminate Part-Time Seasonal Employees

Assumptions:

- Hire 1 FT DPW Crew Leader
- Hire 1 FT DPW Operator
- Hire 3 Regular PT Operators at 20 hours/week normal hours, allocating PT Seasonal Snow & Ice overtime hours to these positions
- Reduce PT Seasonal positions

General Notes:

- Each option assumes that new employees will opt in for family insurance, which will be approximately \$25,600 per year each. Opting out of insurance would reduce the Village's insurance expense to \$4,200 per year.
- Low-range and mid-range options have been listed, as it is unlikely that we would hire at the top of the wage ranges.
- For Option 3 with the regular part-time employees, the Village will have to be careful with the total number of hours worked. For employees with no previous WRS enrollment, the maximum number of hours that may be worked in a rolling 12-month period cannot exceed 1,200 hours. For employees with previous WRS enrollment, the threshold for the total number of hours worked in a rolling 12-month period is as low as 600. If these thresholds are met or exceeded, it will trigger enrollment in WRS and pro-rated benefits.

Estimated budget impacts for each option are summarized in the table attached at the end of this document. Please note that it is difficult to determine the actual amount or increase/decrease to the annual budget, as it is impossible to determine the wage at which employees will be hired within the approved range or whether an employee will opt in or out of insurance. These estimates are meant to give a general idea of the impact to the budget and may vary widely.

RECOMMENDATION:

Village staff strongly recommend that the Village Board authorize posting for the upcoming full-time vacant position as soon as possible. The preference would be for the DPW Crew Leader position to be posted immediately, with the vacancy expected later in the year due to a retirement to be posted no later than October 1st.

In the event that the Village Board determines that additional full-time staff are added (Option 2), both DPW Operator positions could be filled from the same candidate pool.

ATTACHMENTS: DPW Organizational Options and Budget Impacts Spreadsheet

FISCAL IMPACT: Financial impacts are summarized in the attached spreadsheet.

RECOMMENDED MOTION: To be determined, based on Village Board direction.

DPW Organizational Options and Budget Impacts

Option No.	Description	Estimated Increase (Decrease) in Annual Budget					
		PT Wages	FT Wages	FICA-SS/Med	WRS	Health Insurance	Total
-	No Change (2024 Base Budget)	\$ 31,155	\$ 310,160	\$ 26,753	\$ 21,300	\$ 59,600	\$ 448,969
1	Maintain 3 FT Employees with assistance from PT Seasonals (Status Quo)						
1a	Starting Range DPW Crew Leader (\$30.00/hr) DPW Operator (\$25.00/hr)	\$ -	\$ (24,063)	\$ (4,140)	\$ (1,560)	\$ 21,400	\$ (8,363)
1b	Mid-Range DPW Crew Leader (\$33.50/hr) DPW Operator (\$29.00/hr)	\$ -	\$ (7,188)	\$ (2,849)	\$ (395)	\$ 21,400	\$ 10,968
2	Add 1 FT Employee, Reduce PT Seasonal hours						
2a	Starting Range DPW Crew Leader (\$30.00/hr) DPW Operator (\$25.00/hr) DPW Operator (\$25.00/hr)	\$ (13,845)	\$ 27,586	\$ 730	\$ 2,004	\$ 47,000	\$ 63,475
2b	Mid-Range DPW Crew Leader (\$33.50/hr) DPW Operator (\$29.00/hr) DPW Operator (\$29.00/hr)	\$ (13,845)	\$ 52,923	\$ 2,668	\$ 25,053	\$ 47,000	\$ 113,799
3	Maintain 3 FT Employees, Hire 3 Regular PT Employees (higher wage scale), Eliminate PT Seasonals						
3a	Starting Range DPW Crew Leader (\$30.00/hr) DPW Operator (\$25.00/hr) DPW PT Operator (\$25.00/hr) DPW PT Operator (\$25.00/hr) DPW PT Operator (\$25.00/hr)	\$ 50,220	\$ (24,063)	\$ 1,680	\$ (1,560)	\$ 21,400	\$ 47,677
3b	Mid-Range DPW Crew Leader (\$33.50/hr) DPW Operator (\$29.00/hr) DPW PT Operator (\$25.00/hr) DPW PT Operator (\$25.00/hr) DPW PT Operator (\$25.00/hr)	\$ 50,220	\$ (7,188)	\$ 2,971	\$ (395)	\$ 21,400	\$ 67,007

*All options assume insurance with family coverage will be required for additional full-time employee.



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MEMORANDUM

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: June 25, 2024

Re: Discussion and Action on Resolution Amending Cemetery Charges and Fees Pursuant to Ordinance No. 22-2014

PURPOSE:

To receive approval from the Village Board for a resolution amending the cemetery fees and charges pursuant to Ordinance No. 22-2014.

BACKGROUND:

At the June 17, 2024 Special Cemetery Board meeting, Village staff provided a recommendation for pet ossuary fees for the Cemetery Purchase Price Schedule. The summary and information provided at the June meeting is attached and provides background information and the proposed fee schedule. No other changes to fees or charges were discussed or have been recommended at this time, as an increase was recently implemented in July of 2023.

The Cemetery Board members made a motion to recommend that the Village Board consider adoption of the Summit Cemetery fee schedule, as proposed. Per Ordinance 22-2014, the Village Board may establish cemetery charges and fees by resolution.

RECOMMENDATION:

Village staff recommends that the Village Board adopt the proposed resolution amending the cemetery charges and fees, as proposed.

ATTACHMENTS:

Summary Sheet from June 17, 2024 Special Cemetery Board meeting (with attachments)

Resolution No. 24-463 Amending Cemetery Charges and Fees Pursuant to Ordinance No. 22-2014 (DRAFT)

FISCAL IMPACT:

Adoption of the proposed fee schedule will increase the revenues associated with the placement of pet cremains in the co-mingled pet ossuary that was installed in 2023.

RECOMMENDED MOTION:

Motion to adopt the proposed Resolution No. 24-463 amending Cemetery charges and fees pursuant to Ordinance No. 22-2014.



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MEMORANDUM

To: Cemetery Board

From: Kamron Nash, P.E., Village Public Works Director

Date: June 12, 2024

Re: Discussion and Action on Pet Ossuary Fees Schedule

PURPOSE:

To propose a fee schedule for the pet ossuary and to determine a date to begin sales and pet ashes.

BACKGROUND:

At the May 19, 2023 Cemetery Board meeting, a fee of \$300 per pet was proposed as a standard rate for all traditional pets (e.g. cats, dogs of any size, other small pets).

The total capital costs for the pet ossuary are summarized in the table below. Note that a tube cap/monument has not been selected, so estimated costs have been included.

Pet Ossuary Capital Costs (for rate calculation)

Capital Item	Cost	Notes
Pet Ossuary Vault Installation	\$5,050	Includes materials, labor, restoration
Memorial Path and Stepping Stones Installation	\$10,000	Assumes 60' x 4' paver walkway from road to ossuary and a 16' x 4' paver walkway on east side of vaults
Tube Cap/Monument	\$5,000	Cost for granite pedestal with decorative granite cap

Total Capital Costs **\$20,050**

The cost of purchasing and engraving a memorial paver to be placed in the memorial walking path to the ossuary is summarized below:

\$35 Proof Fee
\$70 Engraving Fee (2 lines at \$35/line of text)
\$10 Trip Fee
\$115 Total Paver & Engraving Cost

It is recommended that an additional \$35/line be added to the fees for those who wish to have additional lines of text added.

A conservative estimate for the number of pets that would fit into one 1,000-gallon ossuary tank is 1,000, using the assumption that each pet is the size of a large/medium-sized dog. If smaller pets' cremains are added, up to 2,000 may fit per tank. The addition of cremains of any larger animals such as a horse will consume much more space. There are currently two 1,000-gallon tanks in place.

Recommended Base Rate Calculation

The base rate should be set to cover the cost of the capital improvements and the engraving fees for the memorial pavers. Taking the anticipated total capital costs and dividing by 2,000 potential burials in the two existing tanks, a cost of \$10/burial may be allocated to cover the capital costs. Adding this fee to the \$115 cost of engraving a paver equals a base rate of \$125 per pet burial.

Total Burial Fees

A table of possible fees and the number of sales/years required to recover these costs can be viewed below:

Standard Rate (Profit)	No. Sales Required to Cover Initial Capital Costs	Years Required to Break Even (assuming 30 sales/year)
\$300.00 (\$155 profit)	130	4.3 years
\$325.00 (\$180 profit)	112	3.7 years
\$350.00 (\$205 profit)	98	3.3 years
\$375.00 (\$230 profit)	88	2.9 years
\$400.00 (\$255 profit)	79	2.6 years

As a reminder, Waukesha County's Prairie Home Cemetery currently charges \$395, which includes the pet's name on a common boulder. Their pet cemetery area has significantly more landscaping to maintain. To remain competitive and attractive to customers, it is recommended that the standard rate be set lower than this rate. A standard rate is recommended by staff, as it eliminates complexity in determining the size of a pet prior to cremation, with the exception of non-standard pets (those larger than a dog).

RECOMMENDATION:

Staff believes that \$300 is a reasonable fee for the pet ossuary for a standard pet (e.g., no larger than a dog). For larger animals, such as horses, a fee of no less than \$500 should be considered to account for the increase in space that these ashes will occupy.

ATTACHMENTS: None.

FISCAL IMPACT: Pet ossuary fees will generate revenue for the cemetery to help cover the cost of the capital costs of the ossuary, as well as maintenance of the facility.

RECOMMENDED MOTION: To be determined, based on direction by the Cemetery Board.

RESOLUTION NO. 24-463

RESOLUTION AMENDING CEMETERY CHARGES AND FEES PURSUANT TO ORDINANCE NO. 22-2014

WHEREAS, the Village Board of the Village of Summit, Waukesha County, Wisconsin, passed Ordinance Number 22-2014 on July 3, 2014 regulating the cemetery; and

WHEREAS, pursuant to said ordinance, Section 97-11, the Village Board shall establish by resolution the purchase price of the lots and/or perpetual care and the price for charges such as opening and closing; and

WHEREAS, the Cemetery Board has reviewed the charges and fees applicable to the use and maintenance of the Village Cemetery pet ossuary and has recommended to the Village Board that certain pet ossuary fees and charges be added; and

WHEREAS, the Village Board of the Village of Summit has considered the pet ossuary fees and charges recommended by the Cemetery Board and is of the opinion that said fees and charges are reasonable and should be incorporated into the Village Cemetery purchase price schedule;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Village Board of the Village of Summit, Waukesha, Wisconsin, that the following fees and charges are approved and are effective on July 11, 2024:

CEMETERY PURCHASE PRICE SCHEDULE**GRAVE AND COLUMBARIUM NICHE PRICE SCHEDULE**

PER GRAVE	VILLAGE RESIDENT OR PROPERTY OWNER	\$935.00	
PER GRAVE	NON-VILLAGE RESIDENT	\$1,155.00	
PER NICHE	COLUMBARIUM NICHE COST VARIES BY LOCATION	SINGLE NICHE	
		ROW 6 (TOP)	\$1,100.00
		ROW 5	\$990.00
		ROW 4	\$990.00
		ROW 3	\$990.00
		ROW 2	\$990.00
		ROW 1 (BOTTOM)	\$880.00
		DOUBLE NICHE	
		ROW 6 (TOP)	\$2,090.00
		ROW 5	\$1,870.00
		ROW 4	\$1,870.00
		ROW 3	\$1,870.00
		ROW 2	\$1,870.00
		ROW 1 (BOTTOM)	\$1,650.00

TRANSFER OF DEED PER GRAVE/NICHE: \$50.00

REPURCHASE: 10% LESS THAN ORIGINAL PURCHASED PRICE

GRAVE/NICHE OPENING PRICE SCHEDULE

WEEKDAYS	
INFANT	\$330.00
REGULAR GRAVE	\$935.00
CREMATION	\$495.00
NICHE	\$330.00
HOLIDAYS & WEEKENDS	
INFANT	\$415.00
REGULAR GRAVE	\$1,020.00
CREMATION	\$580.00
NICHE	\$415.00

PET OSSUARY PRICE SCHEDULE

STANDARD PET CREMAINS (includes cats, dogs, and other small household pets)	\$300
LARGE PET OR FARM ANIMAL CREMAINS	\$500

*Pet Ossuary fees include memorial brick with two lines of engraved text. Purchase of additional memorial bricks or custom engraving available at additional cost.

BE IT FURTHER RESOLVED THAT the above fees and charges shall be in effect until changed by further resolution, and any earlier resolution or motion inconsistent with this resolution is hereby repealed.

Adopted this 11th day of July, 2024.

VILLAGE OF SUMMIT

APPROVED:

Jack Riley, Village President

ATTEST:

Debra J Michael, Village Administrator-Clerk/Treasurer



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Fax, 262-567-4115
Highway Dept., 262-567-2422
Police Dept., 262-567-1134
Building Inspector, 262-490-4141
www.summitvillage.org

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MEMORANDUM

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: July 3, 2024

Re: Discussion and Action on Establishment of a Park Committee or Creation of a Friends Group

PURPOSE:

To provide additional information from Trustee Phillips regarding the potential establishment of a Park Committee or a Friends Group.

BACKGROUND:

At the March 7, 2024 Strategic Planning Special Board Meeting, discussion was held regarding this topic. Trustee Phillips was tasked to work with Village staff to investigate opportunities and options. He has provided a memorandum, attached, outlining his efforts and some discussion points for consideration.

RECOMMENDATION:

Village staff are looking for direction from the Village Board.

ATTACHMENTS: Memorandum from Trustee Phillips, *RE: Future of Village Parks* (dated July 3, 2024)

FISCAL IMPACT: To be determined based on direction from Village Board.

MEMORANDUM

To: Village Board

From: Justin Phillips, Trustee

Date: July 3, 2024

Re: **Future of Village Parks**

Background: Over the past several weeks, I have met with various community members, including former Village Parks Committee members, Oconomowoc Area Baseball Club, and the Wisconsin Pickleball group, to get feedback and suggestions on improving the Village's parks best. I also looked through several older documents from the previous village parks committee to understand what the group was responsible for and what funding avenues it was seeking. I made it clear to these individuals that I was in the early stages of planning and considering what actions the Village may take regarding parks. With the information I have gathered from these meetings, old paperwork, and email exchanges, I believe I have enough information to present a few options for the board to discuss.

- Do we want to send a survey to village residents regarding the parks (or any other pressing matters)? The Village has surveyed residents in the past; is it time for a new one?
- Would that committee be a Village Parks Committee or Friends Of The Parks? Looking for direction and feedback regarding which type of group and who would have oversight (board or otherwise)
 - A Village Parks Committee could have administrative responsibilities, including developing short-term and long-term plans, making recommendations to the Village Board regarding projects and bids, etc.
 - A Friends of Summit Parks group would be a volunteer-run organization responsible for fundraising, events, and working with the Public Works team regarding park beautification.
- Authorize village staff will put out an alert for volunteers to join a parks committee/friends of the parks via email and text. Justin would work with village staff regarding this and a potential first meeting date
- Any additional feedback



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MEMORANDUM

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: July 3, 2024

Re: Discussion and Action on Request for Waiver of Park Rental Fees and Permission to Use Fireworks at Genesee Lake Road Park

PURPOSE:

To receive Village Board approval of an application for fireworks use at Genesee Lake Road Park and a waiver of park rental fees by a Village resident.

BACKGROUND:

Matt Sokol contacted the Village in late June with a request to utilize Genesee Lake Road Park as a site to complete a small fireworks show for two Five O's baseball teams. The fireworks show was purchased for the teams during a fundraiser event for the organization. The request includes use of the baseball fields from 6:00 p.m. until approximately 10:00 p.m. on Friday, July 19th. Since the fireworks show is a donation and the use at the park will be primarily on the ball diamonds, they are requesting consideration of waiving the \$50 park rental fee for residents.

RECOMMENDATION:

The Police Chief will reach out to the Western Lakes Fire Department to determine whether they have any concerns with the discharging of fireworks at the park. The event is relatively short in duration (a couple hours), and it will be held primarily on the ball diamonds with permission from the Five O's club.

ATTACHMENTS:

Application for Fireworks Use (completed by Jeff Sokol, dated 6/19/2024)

Village Park Reservation Application & Permit (completed by Matt Sokol, dated 6/26/2024)

FISCAL IMPACT:

Loss of revenue of \$50 for park rental fee, assuming fireworks permit is approved.

RECOMMENDED MOTION: To be determined, based on Village Board direction.



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Department of Public Works (262) 567-2422
Police Department (262) 446-5070
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VILLAGE OF SUMMIT VILLAGE PARK RESERVATION APPLICATION & PERMIT

By applying for and accepting this permit, the undersigned applicant/permit holder understands and agrees to the following:

1. The undersigned must be at least 18 years of age or older at the date of application.
2. The undersigned must produce this approved permit to any law enforcement officer or Village of Summit employee upon request. The undersigned may produce this approved permit in either printed or electronic format, including by display of electronic images on a cellular telephone or other electronic device, provided the digital images are legible.
3. Parking is permitted in designated parking areas only. Parking on grass is prohibited, and citations may be issued.
4. Any persons desiring to place a bounce house or large tent with sidewalls in any Village park must first obtain permission from the Public Works Director at (262) 567-2757. A Certificate of Insurance listing the Village of Summit as "an additional insured" must be provided prior to placement.
5. Staking of any kind into the ground in Village parks is prohibited. Items that may generally require stakes such as volleyball nets, bounce houses, or tents must be weighted.
6. Personal grills are not allowed in any park facilities unless approved by the Public Works Director in advance. Disposal of used charcoal in park waste receptacles or on park grounds is prohibited.
7. Applicant accepts full responsibility for:
 - a. Any damage caused by anyone participating in the event/gathering.
 - b. Cleaning up the area to the condition it was upon arrival.
 - c. Notifying the police in the event of a problem or emergency.
8. Excessive waste generated that exceeds the capacity of on-site trash receptacles must be properly disposed of off-site.
9. All laws and ordinances must be adhered to at all times, including those relating to dogs, noise, conduct, litter, and park hours of operation (6:00 a.m. to 10:00 p.m.). Excessive noise or disturbance may result in revocation of permit and dismissal from the park at the discretion of law enforcement or Village of Summit staff.
10. Alcohol may not be consumed at any Village park without an approved **ALCOHOL IN VILLAGE PARKS APPLICATION & PERMIT** (separate application).
11. The following Cancellation and Refund Policy applies:
 - a. Cancellations of reservations made more than one business week from the date of a reservation will be refunded the rental fee less a \$15.00 processing fee.
 - b. Reservations cancelled less than one business week from the date of a reservation will not be refunded.
12. The Public Works Department is open 8:00 a.m. to 4:00 p.m., Monday through Friday. If assistance is needed outside of those hours during your rental, please call the Police Department non-emergency number for assistance at (262) 446-5070.

APPLICANT INFORMATION

First Name **Matt**

Middle Initial

DATE 6/26/2024

Last Name **Sokol**

Applicant Address

Suite/Unit #

Applicant City **Summit**

State ZIP **WI**

Applicant Phone

Applicant Email

PERMIT DATES VALID

Start Date **7/19/24**

End Date **7/19/24**

PERMIT TIMES VALID

Start Time **6 pm**

End Time **10 pm**

EVENT DAY CONTACT PERSON(S) **Myself**

CELL PHONE NO.

RESERVATION REQUEST - PLEASE CHECK ALL THAT APPLY

My event requires usage of: ☒ Genesee Lake Road Park (Village Park) ☐ Peter Prime Park
☐ William Jones Park ☐ Atkins-Olson Memorial Park

Purpose of Park Reservation (i.e. family gathering, wedding, graduation party, sports tournament):

Firework display and small gathering of whiffle ball game

Is this Reservation for a Walk/Run/Bike Tour event? ☐ Yes ☒ No If yes, please complete the following section:

Police chaperones or traffic control requested?* ☐ Yes ☒ No If yes, please indicate time and locations:

**Police presence may require additional fees, which will be communicated prior to permit approval.*

Describe the course of the event: Fireworks display donation from 50 Banquet gala

Are there any road closures requested? ☐ Yes ☒ No If yes, please indicate time and locations:

**Please note that a Certificate of Insurance is required for all Walk/Run/Bike Tour or similar events.*

General Description of intended use of Park Facilities:

Only plan to use one baseball diamond for a couple teams to have some fun playing whiffle ball b

Expected Number of Attendees: ☐ 0 - 25 ☐ 26 - 50 ☒ 51 - 100 ☐ 101 - 150 ☐ Over 150

Additional Items Requested (fees may apply):

☐ Barricades (\$15 delivery and setup fee) Amount and Locations:

☐ Temporary Play Structure (i.e. bounce house) Amount and Locations:

☐ Tent(s) If checked, indicate If tent has sidewalls. ☐ Yes ☒ No Amount and Locations:

☐ Live Performances, Loud Speakers, or DJ Description and Locations:

☐ Portable Restroom (Porta-Potty) Amount and Locations:

☐ Other (please specify):

APPLICABLE FEES

Fees are subjective by approval of the Village Board. Applicant will be notified of final costs upon Village Board decision and billed accordingly.

☒ Summit Resident - \$50.00 per day

☐ Non-Resident - \$75.00 per day

APPLICANT SIGNATURE

By signing below, I hereby agree to abide by all of the terms and conditions with the full understanding that I or anyone in my group may be arrested or cited for violation(s) thereof, asked to vacate the park, and/or be denied future permit requests. Furthermore, I understand that the permit is not valid until paid for (if applicable) and approved.

Signature of Applicant or Applicant Representative	Title	Date
	Organizaer	6/26/2024
Printed Name	Matt Sokol	

PERMIT APPROVAL (OFFICE USE ONLY)

The foregoing application is hereby approved and permit issued by the Permitting Authority subject to full compliance by the Applicant with all provisions and conditions stated herein and on the reverse side hereof and all attachments hereto.

Public Works Director	Police Chief	Date	Permit No.

VILLAGE OF SUMMIT
37100 DELAFIELD ROAD
SUMMIT, WI 53066

Application for Fireworks Use

I (we) the undersigned have reviewed the attached copy of the ordinance of the Code of Ordinances of the Village of Summit as well as all other ordinances and/or State Statutes applicable to the permit and meet all terms and conditions of the same.

I (we), the undersigned, fully and completely filled out the necessary application forms and answered all questions to the best of my (our) ability.

I (we), the undersigned, will abide by all terms and conditions set forth by the Village of Summit and will fulfill all necessary requirements.

I (we), the undersigned, do swear to or affirm that all statements contained herein are true and correct to the best of my (our) knowledge.

[Please Print Clearly]

NAME Jeff Sokol DATE OF BIRTH 7/15/1957

ADDRESS _____

CITY Summit STATE WI ZIP 53066

HOME PHONE _____ BUSINESS PHONE _____

DATE OF USE REQUESTED 7/19/2024 TIME OF USE 9:30 PM

APPROXIMATE LENGTH OF USE 6-8 Mins

LOCATION OF DISCHARGE Please see attached site map-Genesee Lake Road Park-Summit Fields

TYPE AND QUANTITY OF FIREWORKS

All will be 1.4g Consumer fireworks. Shells no greater than 2 in. Combination of Comets, Mines, Cakes included. Exact list of products used will be available once the show has been fully planned and i will be happy to provide that list.

WHERE PURCHASED Spirit of 76, American Wholesale Fireworks, TNT Fireworks

PROPOSED STORAGE AREA No storage needed, ATF license provided where fireworks are stored but all fireworks transported to location will be for the show.

NAME OF INSURANCE CARRIER Ryder Rosacker McCue and Huston

NAME OF INDIVIDUAL WHO WILL DISCHARGE IF DIFFERENT THAN APPLICANT

NAME Jeff Sokol DATE OF BIRTH _____

SIGNATURE OF APPLICANT _____

DATE 6/19/2024

GRANTWOOD E. ROAD 1000

175 ft to road

650 ft to nearest resident

Legend

-  Feature 1
-  Line Measure
-  No one will be in this area during setup or display
-  Shoot Site
-  Spectator Area: Over 250 ft from shoot site

50's Donation Fireworks Shoot: July 19th 9³⁰ pm

Call Matt with any questions:
Closest field will not be used.
No residents within 200 ft of the shoot per ordinance

Google Earth

Image Landsat / Copernicus



200 ft

Safety Precautions

- Wind will be carefully monitored and if strong winds blowing towards highway or stands show will have to be postponed
- All other weather factors (heat/dry/rain) will also be considered
- OSHA Regulations followed
- NFPA 1123 Fireworks Display Regulations Followed
- Specifically Section 5.1.3.1 Distances for Outdoor Displays and 4.2.2.2 Outlining Preparation of Fireworks Displays
- Time and preparation critical to success
- All electronically fired
- Secured Fireworks display site
- Supervised by licensed professionals only
- 2x 10 pound Chemical and 2x- 20 pound Water Extinguisher on site
- Inspection will take place prior to show to determine all safety/weather factors

NFPA 1123 Chapter 5

- SEE complies with all NFPA 1123 rules and regulations regarding the display of fireworks.
- More specifically NFPA 1123 5.1.3.1 which outlines separation distance for wind speeds up to 15 mph
- NFPA requires 70 ft per in diameter of the shell. We will not be using anything more than 2 in diameter shell size.
 - Translates to 140 ft radius separation from spectators/roads/etc

Fireworks Used-No shells greater than 2 in diameter

- 1.4g Consumer Fireworks and 1.4g Pro Fireworks
- Pro used: Spirit of 76 comets, mines, cakes, fan cakes
 - www.76fireworks.com
- American Wholesale Fireworks
 - Mines, comets, cakes and fan fakes
 - www.americanwholesalefireworks.com
- Consumer fireworks:
 - TNT Fireworks- Various cakes and Monster Cannister shells
 - www.tntfireworks.com
 - Supreme Fireworks-various cakes and Power of Thor artillery shell
 - www.spfireworks.com
 - Racoon Fireworks: Various cakes
 - www.racoonfireworks.com



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MEMORANDUM

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: July 3, 2024

Re: Discussion and Action on Sealcoating and Pavement Marking of Village Park Parking Areas & Access Road

PURPOSE:

To request Village Board approval to award a contract for sealcoating and pavement marking of the Village Park asphalt parking lot and access roads.

Village staff has solicited bids from various contractors for this work. A total of three written bids were ultimately received. The lowest responsible bidder was RiverRun Seal & Stripe, LLC, a company out of Lisbon, WI, for a total cost of \$9,089.96. \$15,000 in borrowed funds was approved in the 2024 Capital Improvement Project.

Since the total cost of the work exceeds \$5,000, but does not exceed \$25,000, a Class I Notice will be required prior to the commencement of work.

RECOMMENDATION:

Village staff recommends that the Village Board approve the award of a contract for seal coating and pavement marking of the Village Park asphalt parking lot and access roads.

ATTACHMENTS:

Bid Tabulation for Village Park Seal Coating & Pavement Marking
RiverRun Seal & Stripe, LLC Proposal

FISCAL IMPACT:

\$9,089.96 in borrowed funds. The 2024 approved CIP/budget for this work is \$15,000 in borrowed funds.

RECOMMENDED MOTION:

Motion to authorize Village staff to enter into an agreement with RiverRun Seal & Stripe, LLC for seal coating and pavement marking services of the Village Park parking lot and access roads at a cost not to exceed \$9,089.96 utilizing borrowed funds.



TABULATION OF BIDS

2024 Village Park Seal Coating & Pavement Marking Village of Summit, WI	Doctor Asphalt 2935 S Fish Hatchery Rd #126 Fitchburg, WI 53711	All-Pro Asphalt Paving, Inc. 3841 Pioneer Road Richfield, WI 53076	RiverRun Seal & Stripe LLC N68W25989 Brighton Dr Lisbon, WI 53089
Location	Total Price	Total Price	Total Price
Village Park (Genesee Lake Road Park) Parking Lot & Access Road Seal Coating & Pavement Marking	\$ 13,749.18	\$ 12,700.00	\$ 9,089.96
TOTAL VILLAGE PARK SEAL COATING & PAVEMENT MARKING BID	\$ 13,749.18	\$ 12,700.00	\$ 9,089.96

ESTIMATE

RiverRun Seal & Stripe LLC
N68W25989 Brighton Dr
Lisbon, WI 53089

teagan.friederick@gmail.com
608-732-9210
www.riverunsealstripe.com



Bill to

Genesee Lake Road Park
37505 Genesee Lake Rd
Summit WI 53066

Estimate details

Estimate no.: 1363
Estimate date: 06/18/2024

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Services	Hot Rubber Crack Fill	200	\$1.00	\$200.00
2.		Services	PMM Commercial Asphalt Sealcoat(spray)	63892	\$0.13	\$8,305.96
3.		Services	Striping	2920	\$0.20	\$584.00
Total						\$9,089.96

Note to customer

Thank you for considering RiverRun Seal & Stripe LLC as your asphalt maintenance provider. The scope of work will consist of cleaning asphalt and asphalt edge of all dirt, grass, and debris, filling cracks with hot rubber crack fill, sealing pavement using commercial grade asphalt sealer, and striping parking lot to its existing layout. Note: Additional costs will be added to total if the parking lot or driveway exceeds the normal cleaning process. Alligator cracking will not be filled unless specified to do so for additional cost. Areas that receive little to no sunlight will fade quicker than areas exposed to sunlight. We will notify you prior to starting the project if any of this applies. Thank you



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MEMORANDUM

To: Village Board

From: Debbie Michael, Village Administrator-Clerk/Treasurer

Date: July 3, 2024

Re: Discussion and action on financing options for 2024 Capital Improvement Plan

Current General Obligation Loan Interest Rates (eff. 01/10/2024)

Loan Term	Interest Rate
2 Years	6.00%
3 - 5 Years	6.00%
6 - 10 Years	6.00%
11 - 20 Years	6.00%

Loan Application Request Forms

Get Started - To get the loan process started, please fill out a loan application request form using the appropriate link below. This can be done by completing the loan application request online and emailing it to BCPL or by printing it out and completing the loan request in writing. Just mail/fax/email the completed a request to BCPL, and you will receive your application by mail within a few days. This application will contain the specific resolution that BCPL requires to be passed by your board/council.

Rate Lock - At the time of application, we lock your interest rate for 60 days and set money aside so that availability of funds for your loan is certain. If we do not receive the properly completed application back within 60 days, and our interest rates have increased during that period, your application will be cancelled. If that happens, you will need to start the borrowing process over from the beginning with a new worksheet/application request.

Because we set your funds aside at the time of application, please do not send in an application request until you are certain that the project is moving forward, have examined your funding alternatives, and have made the decision to borrow from BCPL.

ATTACHMENTS: BCPL Loan Application & CIP spreadsheet

FISCAL IMPACT: Unknown at this time but could be 6% interest incurred if using BCPL loan.

PROPOSED MOTION: to direct staff to continue with the BCPL loan process for an amount not to exceed \$_____ for a _____ year term.

OR

To direct staff to work with Bank 59 to secure a tax-exempt loan in an amount not to exceed \$_____ for a _____ year term.



Managing Wisconsin's trust assets for public education

Sarah Godlewski, *Secretary of State*
John Leiber, *State Treasurer*
Joshua L. Kaul, *Attorney General*

101 E. Wilson Street
2nd Floor
PO Box 8943
Madison, WI 53708-8943

608 266-1370 INFORMATION
608 266-0034 LOANS
608 267-2787 FAX
bcpl.wisconsin.gov

Thomas P. German, *Executive Secretary*

BCPL Loan Application Request Form Municipal General Obligation Loan

Date	<u>07/12/2024</u>		
Municipality	<u>Village of Summit</u>	County	<u>Waukesha</u>
	Include type of municipality (e.g. Town of Lake Tomahawk)		
Municipal Mailing Address	<u>37100 Delafield Rd, Summit, WI 53066</u>		
Overnight Mail Address	<u>same</u>		
	If different from above (no P.O. Box)		
Head of Municipality	<u>Jack Riley</u>	Phone (w)	<u></u>
Mailing Address	<u>37100 Delafield Rd</u>	(h)	<u></u>
	<u>Summit, WI 53066</u>	(c)	<u></u>
Email	<u>president@summitvillage.org</u>		
Municipal Clerk	<u>Debra Michael</u>	Phone (w)	<u>262-567-2757</u>
Mailing Address	<u>37100 Delafield Rd</u>	(h)	<u></u>
	<u>Summit, WI 53066</u>	(c)	<u></u>
Email	<u>administrator@summitvillage.org</u>		
Finance Dir/Treasurer	<u>same as Clerk</u>	Phone (w)	<u></u>
Mailing Address	<u></u>	(h)	<u></u>
	<u></u>	(c)	<u></u>
Email	<u></u>		
Financial Advisor/Firm	<u>Greg Johnson, Ehlers</u>	Phone (w)	<u>4</u>
Email	<u>gjohnson@ehlers-inc.com</u>	(c)	<u></u>
Loan Purpose	<u>Finance 2024 Capital Improvements Projects</u>		
Loan Amount	<u>\$</u>		
Loan Term	<u>Years</u>		
	Estimated Date Funds Needed: <u></u>		
	Dates of Next Two Board/Council Meetings: <u>8/8, 9/12</u>		



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MEMORANDUM

To: Village Board

From: Debbie Michael, Village Administrator-Clerk/Treasurer

Date: July 3, 2024

Re: Discussion and action on request of Lower Nashotah Lake Association to consider the restriction of artificial wake-enhancement on Lower Nashotah Lake

BACKGROUND: The Village's has been contacted by Peter Engel, Lower Nashotah Lake Association (LNLA) President, with the request to consider restriction of wake enhancing activities on Lower Nashotah Lake. The Association has taken a vote of their members and property owners recently (results provided in emails from Mr. Engel).

Some questions to consider:

- Does the Village Board wish to consider this request solely for Lower Nashotah?
- If so, will the Village Board rely on the outcome of the recent vote or engage property owners another way?
- Does the Village Board wish to have the Village Attorney review and provide an opinion on the drafted ordinance prior to consideration of adoption?
- What comments does the Police Chief have related to the monitoring and enforcement side of this proposal?

ATTACHMENTS: Emails from Peter Engel, Letter from resident Sandy Casterline, draft ordinance provided by LNLA

FISCAL IMPACT: Unknown at this time but could include considerations for signage and extra enforcement efforts

Staff looking for feedback on how the Board would like to proceed with LNLA request

Debbie Michael

From: Peter Engel >
Sent: Thursday, May 23, 2024 7:52 AM
To: Debbie Michael
Cc: Michael Hartert; Paula Cooley
Subject: Lower Nashotah Lake Association - Petition to Restrict Artificial Wake-Enhancement on Lower Nashotah Lake
Attachments: 2024 Ballot LNLA.docx; Draft Wake Boat Ordinance - rev. 4.21.24.pdf; Hearings call for action on wake boating.docx; LNLA Rationale.docx; Wakesurfing Graphic.docx

To:
Debbie Michael, Village Administrator-Clerk/Treasurer
Fr:
Peter Engel, Lower Nashotah Lake Association (LNLA) President
Cc: Paula Cooley, LNLA Secretary; Michael Hartert, Village of Summit Chief of Police

Debbie,

Thank you for the follow-up from our conversation and confirmation that the Lower Nashotah Lake Association (LNLA) petition for "restricting artificial wake-enhancement on Lower Nashotah Lake" will be an agenda item for "discussion only" at the Village of Summit Board meeting on July 11, 2024. The LNLA Board and members appreciate the Village's attention to this matter.

The Lower Nashotah Lake Association rationale is attached so the Village Board and staff can get a perspective on why we believe action needs to be taken to preserve and protect this beautiful Village natural resource, Lower Nashotah Lake. In short, intentionally magnified wakes create a safety hazard to everyone using the lake, damages the environment, destroys personal property, and erodes the shoreline.

To help the Village Trustees and staff have a better understanding of the LNLA Board efforts with respect to the issues surrounding wake surfing, I am providing some history and attaching information for review by the Trustees and staff in advance of the July 11 meeting.

- At the annual meeting of the LNLA in June of 2023, concerns were raised as to the perceived negative impact of wake boat surfing on Lower Nashotah Lake. The LNLA Board then proceeded to research and study the issue from September of 2023 to April 8 of 2024. Minutes of the meetings are kept by the Secretary and various communications to all LNLA members were sent during that timeframe.
- At the April 8 LNLA Board meeting the board voted to send LNLA members and property owners various information related to "wake surfing" and provided a ballot for voting in favor of (Yes) or opposed to (No) regarding a proposed ordinance restricting artificial wake-enhancement. Based on the voting results, the intention was to petition the Village of Summit to consider the ordinance.

- The voting by LNLA members and property owners was anonymous, but verifiable that only LNLA members voted. The ballots were sealed in an envelope with the names, addresses and date of the voters on the back of the envelope. Per LNLA By-Laws, each deeded property is entitled to two votes.
- Our Secretary opened the envelopes and dropped the ballots into a “ballot box” without seeing who voted Yes or No. The results were then tabulated and sent to the LNLA members and property owners (below) on May 14, 2024. The very high 84% response rate, with 73% voting Yes to restricting artificial wake-enhancement on Lower Nashotah Lake, indicates the importance of the Village Trustees supporting the proposed ordinance (attached) submitted by the LNLA.
- In response to your question on how “votes not cast” were handled, the LNLA did not and could not count votes that were not cast. Your question was due to a comment by a lake resident at the village’s May meeting that all “votes not cast would be counted as Yes votes”. That statement was inaccurate. LNLA had a 84% participation rate, of which 73% voted in favor of the petition and 26% against the petition.
- The draft of the “wake surfing” ordinance was a product of over 18 plus (and growing) Wisconsin communities which have approved restrictions on wake boating, wake surfing, and artificial wake-enhancement. In working with non profit organizations like the Last Wilderness Alliance and Lakes At Stake, our draft is representative of the previous communities where the ordinances were reviewed by the DNR.
- Of interest and very timely, the wake boating issue is so predominant in Wisconsin and other states that at the 2024 annual Wisconsin Conservation Congress and the DNR Spring Hearings tallies of votes were taken on how state residents feel about wake surfing issues. An outstanding 73% were in support of prohibiting wake boat ballast systems on Wisconsin lakes and rivers. Additionally, 75% supported a statute prohibiting wake-enhanced boating on lakes smaller than 1,500 acres. Milwaukee Journal article, dated May 2, 2024 attached. Of note, Lower Nashotah Lake is only 92.84 acres.
- Please find attached a visual regarding “wakesurfing” created by the Last Wilderness Alliance. It summarizes the negative impact of wakesurfing on Wisconsin lakes and in other states.
- Also see below “How Do Various Wakesurfing Studies Compare?” It compares three studies and helps answer the question around “why are the conclusions by the boating industry so different the the University’s (U of MN)?”

Very important to note that the proposed ordinance does not ban wake boating on Lower Nashotah Lake, a decision by the LNLA Board respecting our neighbors (five wake boats on the lake in total) that have invested in the wake boats. The ordinance clearly states that wake boats can water ski, tube, and use a tow rope - just like ski boats or pontoons. Rather than banning wake boats, the LNLA Board agreed this compromise was sufficient to maintain and preserve the lake for today and the future. The passage of the proposed ordinance would also be beneficial for any future lake residents considering buying property, as they would have full knowledge of the artificially wake-enhancement restrictions.

Thank you and the Village Board for your consideration in this matter. Please reach out with any additional questions or request for information. If you would confirm receipt of this email, it would be appreciated. Also, please have this email and attachments entered into the official Village record for the meeting on July 11, 2024.

Regards,
Pete

Pete Engel
3038 North Interlaken Drive
Summit, WI 53066

From: Debbie Michael <administrator@summitvillage.org>
Subject: RE: LNLA Board - Final Review: Petition Restricting Wake-Enhancement on Lower Nashotah Lake
Date: May 20, 2024 at 4:20:13 PM CDT
To: Peter Engel · ____

Mr. Engel –

I spoke with President Riley and we have enough information to take the initial discussion to the Village Board. We do not feel it appropriate to take a draft ordinance right away since we want to allow the board to consider the request and determine if they are interested in discussing an ordinance and/or if other lakes should be considered, and/or how they wish to receive further comments/concerns on the issue, etc.

I can place the item on the Village Board agenda for July 11 when we anticipate to have all members of the board present.

Per our conversation today, if you can provide some brief information about the request, any involvement with the DNR and the results of your vote, that could be included in the Village Board packet.

Please let me know if you have further questions.

Thank you!

Debbie Michael, WCMC
Village Administrator-Clerk/Treasurer
Village of Summit
37100 Delafield Road
Summit, WI 53066
262-567-2757
262-567-4115 Fax
E-Mail: administrator@summitvillage.org
Website: www.summitvillage.org
Population: 5,202

Begin forwarded message:

From: Paula Cooley ·
Subject: Voting Results on Wake Enhancement Ordinance Petition
Date: May 14, 2024 at 2:09:58 PM CDT
To: undisclosed-recipients;;

May 14, 2024

Dear LNLA Neighbors,

Votes on the Petition are in and have been counted. To all those who voted, thank you for voting! The response was impressive. Out of a possible 114 votes, 96 votes were cast. That's a total of 84% participation! Very impressive, but not at all surprising for our LNLA.

The results are as follows:

Yes	70 votes	(73% in favor of the petition)
No	26 votes	(27% against the petition)

The nature of an issue such as this inevitably causes differing opinions. Please know that the LNLA Board worked hard to conduct this process in a fair and proper manner.

Given the results of the vote the LNLA Board will provide the Petition along with the vote totals and a description of the process utilized to the Village Board. A copy of the proposed ordinance will be provided to the DNR for review and approval. If the DNR approves the proposed ordinance the Village Board can then consider its adoption.

We will keep everyone updated as to the process.

Respectfully submitted,

Paula Cooley, Secretary
On behalf of your LNLA Board

LOWER NASHOTAH LAKE ASSOCIATION (LNLA)

The Lower Nashotah Lake Association Board, after due consideration, recommends regulation of wake surfing boats is necessary in order to protect our lakes, our properties and the safety of everyone using the lake.

Recently, the sport of wake surfing has been rapidly increasing on our Wisconsin lakes. Wake surfing is when you surf without a tow rope directly behind a specially equipped boat that can generate a large ocean like powerful wake. The boat operates at about 10 mph plowing through the water, never reaching the on plane position. The bow is up and the stern is down causing forward visibility problems. The propeller is angled downward about 40 degrees below horizontal which causes propeller wash to scour the bottom of the lake to a depth of at least 20 feet deep.

Wake surfing requires the generation of an intentionally magnified wake through the use of ballast, design features of operational procedures to increase the height of the wake created by the boat resulting in dangerous waves. The problem is these intentionally magnified wakes create a safety hazard to everyone else using the lake, they damage the environment, destroy personal property and erode the shoreline.

If not regulated wake surfing, can cause the following problems: churning lakebed with downward prop wash, creating murky water called turbid water, destroying water plants, destroying fish spawning beds, fertilizing algae blooms, swamping loon nests, eroding shoreline, jetting propwash into the thermocline, transferring invasives via residual ballast water, endangering others through bad forward visibility, endangering others through generation of hazardous wakes, making the lake unusable by many, ultimately causing harm to the local economy.

Lower Nashotah Lake here in Waukesha County, is a spring-fed lake of only 92.84 acres. There are 59 residential properties on the lake.

Lower Nashotah Lake Association Ballot Restricting Artificial Wake-Enhancement on Lower Nashotah Lake.

Should the Lower Nashotah Lake Association Board petition the Village of Summit Board to adopt an ordinance restricting artificial wake-enhancement, including the generation of intentionally magnified wakes for wake surfing through the use of ballast, design features, operational procedures or any other means on Lower Nashota Lake.

(A copy of the proposed ordinance is attached for your review.)

YES _____ NO _____

The Board requests the ballots be returned in the postpaid envelope provided as soon as possible but not later than May 13, 2024 to Paula Cooley, Secretary, Lower Nashotah Lake Association, 2860 N. Interlaken Drive, Summit, WI 53066.

Lower Nashotah Lake Association Ballot Restricting Artificial Wake-Enhancement on Lower Nashotah Lake.

Should the Lower Nashotah Lake Association Board petition the Village of Summit Board to adopt an ordinance restricting artificial wake-enhancement, including the generation of intentionally magnified wakes for wake surfing through the use of ballast, design features, operational procedures or any other means on Lower Nashota Lake.

(A copy of the proposed ordinance is attached for your review.)

YES _____ NO _____

The Board requests the ballots be returned in the postpaid envelope provided as soon as possible but not later than May 13, 2024 to Paula Cooley, Secretary, Lower Nashotah lake Association, 2860 N. Interlaken Drive, Summit, WI 53066.

Hearings call for action on wake boating

It can be challenging to get an accurate gauge of public sentiment.

Just ask professional pollsters who wade into political waters. To be fair, the roughly 50:50 split in many elections makes predictions about as accurate as a coin toss.

But an issue in the Wisconsin outdoors has emerged in recent years that leaves no doubt about how a strong majority of state residents feel.

I'm talking about wake-enhanced boating, or wake surfing.

Wake boats are power craft with special ballast tanks designed to increase their displacement and create larger than normal waves for surfing or tubing. Several thousand pounds of lake water are commonly taken into the tanks to increase the wake.

The waves are large enough to allow surfers to follow the boat without a tow rope.

Wake boats are typically very expensive, often more than \$100,000, and while they aren't the most common vessels on Wisconsin waters they are increasing in number. Over the last decade the wake boat category has recorded double-digit annual sales gains, according to many boating industry sources.

And you better believe it, wake boats are drawing attention.

Concerns raised over ecological damage, conflicts with other lake users

While the boats provide a new option for water sports enthusiasts, the large wakes and powerful downthrusters raise concerns of ecological damage, shoreline erosion and conflicts with other lake users.

In addition, there are concerns about aquatic invasive species being spread between lakes via the boat's ballast tanks. In February a group of Wisconsin citizens filed a petition with the Department of Natural Resources in an effort to require wake boats to stay on a single waterbody or prove they were decontaminated before moving.

A non-profit group, Lakes At Stake Wisconsin, even formed in 2023 to address wake surfing concerns.

Calls for restrictions or prohibitions on wake-enhanced boating have been on full display over the last six months in Wisconsin, including at public meetings in Oneida and Vilas counties and in the Town of Farmington on the Waupaca Chain O' Lakes in Waupaca County.

State residents vote on wake surfing issues

And in two cases in April - one the annual Wisconsin Conservation Congress and DNR spring hearings, the other a petition in Waupaca County - tallies of votes have shown how state residents feel about wake surfing issues.

The numbers make the term 'landslide' feel inadequate.

In the recently completed 2024 spring hearings, three questions were asked regarding wake surfing.

Question 32 asked if the public supported a statute to prohibit wake boat ballast systems on Wisconsin's lakes and rivers. Among Wisconsin residents who expressed an opinion, the vote was 10,002 yes, 3,715 no, or 73% in favor.

Question 42 asked if ballast systems in boats should have a practical means of inspecting the system to confirm no water is retained after draining. The tally was 9,448 yes, 3,777 no, or 71% support.

Question 43 asked if a statute should be created to prohibit wake-enhanced boating on lakes smaller than 1,500 acres, in water less than 20 feet deep and within 700 feet of shore and other lake users. It was 10,274 yes, 3,363 no, or 75% in favor.

Similar majorities supported wake-surfing bans or prohibitions in five questions asked at the 2023 spring hearings. To highlight just one from that year: should wake surfing be banned on lakes smaller than 1,500 acres? The tally was 5,989 yes, 2,632 no, or 69% support.

And in a separate gauge of public opinion on wake-enhanced boating last month, a petition in Waupaca County found an even higher majority of support for a wake-enhanced boating ban.

The petition was circulated to residents in the Town of Dayton. It asked if an ordinance should be enacted to prohibit use of 'enhanced wake devices' on Columbia, Long, Stratton and Spencer Lakes in the town.

As of April 11, the result was 667 agree, 26 disagree, or 96% in favor.

'Our small lakes simply cannot handle the operation of wake-enhancing devices,' said Brian Fielkow, whose family has had a home on Long Lake since 1972. 'No matter how well-intentioned someone may be when using a wake boat in wake-enhanced mode, it's impossible to operate them safely on our lakes.'

Local residents are working to get a wake surfing ordinance in place in the Town of Dayton, and to restore one in the adjoining Town of Farmington. The towns share some waters on the Waupaca Chain O' Lakes.

18 ordinances enacted

As of this spring 18 ordinances had been enacted by municipalities to prohibit or restrict wake-enhanced boating, according to the Last Wilderness Alliance, a Presque Isle-based non-profit working to assist state residents in creating ordinances.

But many thousands of small lakes in Wisconsin lack protection and likely will until the Legislature takes statewide action.

Last session the Republican-controlled Legislature bailed on any effort to address the issue. Three bills related to wake-enhanced boating were introduced; none received even a hearing.

Only one, introduced by Sen. Andres Jacque (R-De Pere) would have restricted wake surfing. It would have prohibited the activity on lakes smaller than 1,500 acres and on larger lakes required wake-enhanced boats to operate at least 700 feet from the shoreline and at least 700 feet from any boat, swimmer, or other water user.

As shown by recent voting results, that's the kind of proposal Wisconsinites support.

You can bet legislators will be getting an earful from constituents to do something on wake surfing in the 2025-26 session.

In the political world, winning 55% of the vote is often called a landslide. I think Wisconsin legislators should consider the 70% support for restrictions on wake-enhanced boating as a mandate.

Milwaukee Journal, May 2, 2024



Water skiing doesn't destroy pristine lakes, but...

WAKESURFING? That's a whole new story!

The bow comes up and the stern goes down to increase the wake, so it's hard to see ahead.

3 to 4 foot high wakes are created so people can wakesurf, without a rope, like surfing in the ocean.

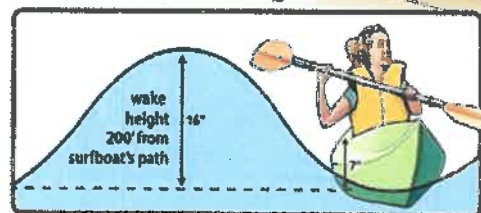
Algae blooms are fueled by nutrients freed from disturbed sediment. Some can kill fish and pets, and make people sick.

Fishermen have been knocked over, pontooners drenched, and small craft capsized by the massive wakes.

If fishermen, pleasure boaters, paddlers, and others can't enjoy our lakes, then tourism, property values and business income will plummet.

Loon nests are just inches above water in calm areas. Big wakes can destroy eggs.

Is the boating industry's 200 feet from shore rule enough?



16" = Height of wake 200' from wakesurf boat's path (per industry)

7" = Typical kayak freeboard

10" = Typical canoe freeboard

12" = Typical small fishing boat freeboard

9" = Height of waves, 25 mph wind, 30 minutes, 1 mile wide lake

Sediment is stirred up and plants are damaged 20 feet deep by the powerful motor and deep downward angled propeller.

Little fish live among the plants. Fewer plants means fewer little fish for big game fish to eat.

Loons, otter and many fish can't see prey in murky water.

Ballast tanks don't drain completely and can bring invasives from other lakes.

Invasive plants spread easily in damaged areas.

Spiny waterflea can upset the entire ecosystem, resulting in fewer game fish and murky water.

As the wake enters shallow water, plants are damaged, sediment is churned, and fish eggs can be destroyed.

When the big wake crashes on shore it can cause erosion and damage docks and moored boats.

How do they make those huge wakes?

- Add ballast water, up to 5000 pounds (600 gallons)
- Operate at speeds that bring the bow up and stern down
- Use wake enhancing fins
- The wake is 6 to 12 times more powerful than ski boat wakes!

For More Information See: LastWildernessAlliance.org
Report dangerous boating at DNR's anonymous 24/7 hotline: 1-800-TIP-WDNR

Design: research: Carol Phillips • Layout: art@bcsph@gmail.com • Illustration: www.charlesboyddesignandillustration.com

Debbie Michael

From: Peter Engel <
Sent: Friday, June 21, 2024 9:05 AM
To: Debbie Michael
Subject: Boating ordinances gaining momentum - Milwaukee Journal Sentinel

Debbie, hope all is well.

Please see the below article on wake boat ordinances and the new one very close to us in the Village of Summit. The Town of Ottawa decision further reinforces the need for our Village Trustees to take quick and decisive action to restrict artificial wake-enhancement on Lower Nashotah Lake. It is understandable that the village wants to "discuss" the issue at the July 11 meeting and we are appreciative of that. Saying that, the Lower Nashotah Lake Association (LNLA) and the lake residents voted to restrict artificial wake-enhancement on Lower Nashotah by a 3-1 vote, as previously sent to you. And to reinforce the strong message by the LNLA members and residents, an overwhelming 84% voted! The April Village of Summit percentage was only 33%.

In addition, attached in the recent Fox 6 segment on "Monster Trucks" Of The Lake.

As you shared, the Village Trustees may want to discuss the issue of artificial wake-enhancement on all the village lakes. We strongly support that discussion, however, we respectfully ask that this does not slow the decision making process as it relates to Lower Nashotah Lake. We've been researching and discussing wake-enhancement for over a year now from a LNLA Board perspective, and many conversations among our residents for many years.

We strongly believe in local decision-making at the local level on behalf of the local residents and voters. That is absolutely where this issue needs to be discussed, appropriately responding to your local constituency's recommendations. To date, efforts on the state level have been stymied by legislative indecision, failures by the DNR to take a firm stand to protect the lake environment, and the boating industry pumping money into pro-wake boat efforts. Our opinion is that the Village Administrators not defer or wait for the state to act, but to take a decisive action to protect this great natural resource called Lower Nashotah Lake. And in this instance "size matters"...Lower Nashotah Lake is only 94 acres!

As with my previous communication, please enter this into the village record for the upcoming July 11 Village Board meeting. If you have any follow-up questions, please feel free to reach out to me.

Thank you and regards,

Pete

Pete Engel
3038 N. Interlaken Drive
Summit, WI 53066



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Milwaukee Journal Sentinel | Page B02 Thursday, 20 June 2024

SHARE 

Boating ordinances gaining momentum

DOUSMAN – The scene has played out at least 10 times this year at town halls in Wisconsin: a crowd of local residents attends a town board meeting to express their support for an ordinance on a type of recreational activity.

Although town supervisors typically hear from just a handful of public attendees at monthly meetings, these gatherings are standing room-only.

They also feature a passion not often seen in local governmental affairs.

The issue: wake-enhanced boating.

One of the most recent examples took place June 10 at the Town of Ottawa board meeting in Dousman.

A majority of homeowners on the town's three lakes – Hunters, Pretty and School Section – would like to see their waters protected from the effects of wake-enhanced boating, said Peter Kraeger, a homeowner on Pretty Lake and chairman of the Pretty Lake Protection & Rehabilitation District Board of Commissioners.

Local support for such a move resulted in a June 10 agenda item requesting 'an ordinance to restrict artificial wakes from wake boats on Town of Ottawa lakes.'

The crowd overflowed the town's main meeting room.

'It's time to get something done,' Kraeger said. 'This is a new era with a new, more powerful and more destructive type of boating than we've ever seen. Our lakes deserve to be protected from it.'

Wake-enhanced boating involves use of a special power vessel with water-filled ballast tanks to increase its displacement and create large waves for surfers or tubers to ride.

Though a new source of fun for some, the activity has generated substantial criticism from those who have observed the large waves cause damage including to shorelines, docks, fish beds, aquatic vegetation and shore-nesting birds.

Karen and Frederick Russell, residents of Hunters Lake for 51 years, gave testimony about the effects of wake-enhanced boating.

'We have never had these issues before (wake-enhanced boats began operating),' Karen Russell said. 'I cannot imagine how people trying to paddle board or kayak can do it safely. Swimming is out of the question due to the waves, debris churned up is floating on the surface and tremendous waves crashing to shore.'

Wake-enhanced boating is generally allowed on any Wisconsin water that allows operation of a motorboat above no-wake speed.

But as it has increased in popularity, so have calls for it to be regulated.

However, the Legislature and Department of Natural Resources have taken no action.

It has left the matter in the hands of local units of government to address it through ordinances or other rules.

Town boards, for example, have the legal authority to restrict wake-enhanced boating.

As of Tuesday, 24 Wisconsin towns had ordinances in place to restrict enhanced wake boating, according to Richard Phillips of Last Wilderness Alliance, a Wisconsin-based nonprofit that assists local officials and citizens with such ordinances.

The most recent was enacted Tuesday in the Town of Cloverland (Vilas County). Four of fifteen towns in Vilas County now have such an ordinance in place.

The ordinances enacted do not ban the use of a wake boat but do prohibit the craft from being operated in wake-enhanced mode.

Activity on these ordinances is increasing in pace: Ten of the 24 ordinances in Wisconsin towns have passed in just the last six months, Phillips said.

And earlier this year the Lac du Flambeau Tribe took action on its reservation in northern Wisconsin. The rule prevents wake-enhanced boating on the 260 lakes within the boundaries of the reservation, including 3,483-acre Fence Lake in Vilas County.

The boating industry opposes such a mix of local rules.

'The National Marine Manufacturers Association recognizes the importance of protecting our waterways while also ensuring that boating enthusiasts can enjoy their activities safely and responsibly,' the organization said in a statement. 'The current patchwork of local regulations on wake enhanced boating creates confusion, inconsistency, and difficulty in compliance for boaters. These rules can lead to inadvertent violations, reduced economic activity in boating communities, and hinder the growth of the recreational boating industry.'

The NMMA advocates for 'commonsense statewide standards that protect the environment and the safety of boaters without inhibiting the growth of the recreational marine industry.'

But with no indication of when or how the Legislature or DNR may act statewide, Wisconsin residents are increasingly turning to an ordinance to restrict wake-enhanced boating on their local waters.

The Town of Ottawa supervisors agreed one was warranted on Hunters (54 acres with a maximum depth of 36 feet), Pretty (65 acres, 31 feet) and School Section (122 acres, 8 feet).

Supervisor Michael Jones made a motion to pursue an ordinance to restrict wake-enhanced boating on the lakes; it passed unanimously. The board is expected to review language of the ordinance at its next meeting.

If the process moves forward as Kraeger would like, it could be in place later this year.

The Town of Ottawa won't be the last. At least two other town boards in Wisconsin were meeting Wednesday to consider similar measures, and another dozen or so are in the works, according to the Last Wilderness Alliance.

'You could go to any lake where (wake-enhanced boating) is overdone and see the effects,' Kraeger said. 'We feel we have no choice but to try an ordinance and protect our lakes.'



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Pete Engel

* DRAFT- Provided by LNLA President
for Village discussion 7/11/24

ORDINANCE NO. 2024- TBD

Village of Summit, Waukesha County, Wisconsin

**AN ORDINANCE RESTRICTING CERTAIN ARTIFICIAL WAKE
ENHANCEMENT ON LOWER NASHOTAH LAKE**

WHEREAS, in the interest of public health, safety, and welfare, including the public's interest in preserving natural resources, the Village of Summit ("Village") has the authority to enact ordinances covering waters within its jurisdiction if the ordinances are not contrary to, or inconsistent with Chapter 30, Wis. Stats., and they relate to the equipment, use, or operation of boats or to any activity regulated by Sections. 30.60 to 30.71, Wis. Stats.; and

WHEREAS, Lower Nashotah Lake exists within the Village; and

WHEREAS, artificially enhanced wakes can cause environmental damage to lakes and lakeshore, including resuspension of sediment adding nutrients to the water and possible increased algal blooms, turbidity, shoreline erosion, and threats to aquatic life and waterfowl; and

WHEREAS, boats with ballast systems increase the likelihood of aquatic invasive species being introduced and spread on lakes; and

WHEREAS, artificially enhanced wakes can damage the shoreline, the lake bottom, moored boats, and shoreline structures including docks; and

WHEREAS, operating boats in a stern down manner creates downward prop wash, disturbing the lake bottom far below the wave zone, 20 feet and more below the surface; and

WHEREAS, artificially enhanced wakes can endanger swimmers, anglers, and other watercraft; and

* DRAFT - Provided by LNLA President
for Village discussion 7/11/24

WHEREAS, the use of ballast and wake enhancing fins can cause unsafe operation by causing the bow to rise obscuring vision forward; and

WHEREAS, the Village submitted a draft of this ordinance to the Wisconsin DNR for advisory review at least 60 days prior to passage, pursuant to 30.77(3)(d), Wis. Stats.; and

WHEREAS, the Village Board, after considering public comments and any DNR suggestions, has determined that adopting this Ordinance is consistent with all other ordinances of the Village and would promote the public health, safety and welfare, including the public's interest in preserving natural resources;

NOW, THEREFORE, the Trustees of the Village of Summit, Waukesha County, Wisconsin, do hereby ordain as follows:

Section 1. Applicability and Enforcement: The provisions of this ordinance shall apply to Lower Nashotah Lake within the Village of Summit, Waukesha County, Wisconsin. This ordinance shall be enforced by all officers of the Village of Summit, Waukesha County, Wisconsin and all other individuals empowered to enforce ordinances in the Village.

Section 2. Certain Artificial Wake Enhancement Prohibited

(1) **Prohibited Equipment.** No person may use or employ ballast tanks, water sacks or fins to either cause a boat to operate in a bow-high manner, or to increase or enhance a boat's wake.

(2) **Prohibited Operation.** No person may operate a boat in an artificially bow-high manner having the effect of increasing the boat's wake. Such prohibited operation shall include wake enhancement by use of ballast tanks, or ballast bags, or mechanical fins, or continuous operation at transition speed (the speed below planing speed in which a boat is operating in plowing mode).

(3) **Certain Operations Excluded.** The following operations shall not be deemed to constitute a violation of this Ordinance, provided such operations do not use or employ ballast tanks, water sacks or wake enhancing fins: i) water skiing, ii) tubing, iii) wake-boarding employing a tow rope; iv) brief transition

*DRAFT- Provided by LNLA President
for Village discussion 7/11/24.

operation to empty a boat of water, or v) brief transition operation
of a boat accelerating into a planing condition.

Section 3. Penalty.

(1) Wisconsin state boating penalties as found in s. 30.80, Wis. Stats., and deposits established in the Uniform Deposit and Bail Schedule established by the Wisconsin Judicial Conference, are hereby adopted by reference, except all references to fines are amended to forfeitures and all references to imprisonment are deleted.

(2) To the extent that the penalty for any violation of this Ordinance is not provided under Wisconsin state boating penalties as found in s. 30.80, Wis. Stats., any person violating this Ordinance shall forfeit \$500 for the first offense and shall forfeit \$1000 for the second or subsequent offense within one year. Deposits established in the WISCONSIN CIRCUIT COURT FEE, FORFEITURE, FINE AND SURCHARGE TABLES shall also apply to any violation.

Section 4. Severability. Should any portion of this Ordinance or the affected Code Section(s) be held invalid by a court of competent jurisdiction, the remainder shall not be affected.

Section 5. Effective Date. Upon adoption, this Ordinance shall take effect the day after publication or posting.

Enacted: **TBD, 2024**

Village of Summit, Waukesha County, Wisconsin

President Riley, Village Board Trustees Arenz, Lee, Petronovich and Phillips,

I contact you addressing the agenda item on artificial wake-enhancement for the sport of wake surfing. The boats with the ability to produce these waves arrived several decades ago; they especially multiplied during COVID and 73% of the Lower Nashotah Lake Association members* feel it prudent to restrict them now on Lower Nashotah Lake.

Individually there have been concerns voiced for some time about property damage, environmental harm and the disappointment in our neighbors generating these high waves as they create dangerous situations for swimming, kayaking, paddle boarding and floating on the lake for locals and others coming to use the lake. Small children are pulled out of the water due to the size of incoming waves while other activities are difficult to engage in with waves generated in the 2-4 foot height range. These waves need 2-3 times more distance than other speed boat waves to dissipate according to current data and are bigger and stronger than any storm generated waves on Lower Nashotah Lake.

There is much information online. [LastWildernessAlliance.org](https://www.lastwildernessalliance.org) has a site with a succinct video with stellar visualization of many environmental concerns, of which I mention these few:

- shoreline erosion, riprap destabilization and the swamping of loon nests
- lake bottom sediment churning causing— fish habitat destruction, the releasing of phosphorus and nitrogen thus diminishing water clarity, the fertilization of algae blooms, dispersal of invasives

I encourage the Village Board to act upon this concern brought by the voice of local people on Lower Nashotah Lake as a specific local issue now, even as there may be a broader discussion and regulations proposed for the entire Village. As a lake of only 93 acres and mean depth of 20 feet, and the narrow middle width, this lake is very vulnerable to degradation by artificially generated waves according to studies to date. There actually isn't a spot wide enough to dissipate the waves so damage and wear to docks, piers and tied up water craft at individual properties occurs. There is already much history of artificial wake-enhancement activity on the lake that has been experienced negatively in one way or another by the lake residents that was a backdrop to the Lower Nashotah Lake Association vote. The State has not been able to establish a state wide law. As other communities have done nearby for their lakes, take quick and decisive action to restrict artificial wake-enhancement on Lower Nashotah Lake. Thank you.

Kind regards,

Sandy Casterline
3215 N DeKoven Dr., Summit, WI

* 96 out of 114 possible votes were cast or 84% voting participation

Rec'd 6/28/24



Village Hall, 262-567-2757
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Highway Dept., 262-567-2422
Police Dept., 262-567-1134
Building Inspector, 262-490-4141
www.summitvillage.org

Summit Village Hall • 37100 Delafield Road • Summit, WI 53066

MEMORANDUM

To: Village Board

From: Debbie Michael, Village Administrator-Clerk/Treasurer

Date: July 3, 2024

Re: Discussion and action on Assessor contract

BACKGROUND: The Village's contract with Catalis (f/k/a Grota Appraisals) is set to expire on December 31, 2024. With the exception that they will complete the Board of Review and other appeal processes applicable to assessments made during the term.

- There is one other large firm that I am familiar with that provides assessment services for municipalities.
- Catalis has extensive coverage in the State of Wisconsin and they have a computer program that is a very advantageous feature to the Village staff, our contractors.
- Is it time for a revaluation in the Village?
- Does the board want to put out an RFP to receive options.

ATTACHMENTS: Explanation of the current contract from Catalis

FISCAL IMPACT: Unknown at this time since rates change dependent on level of service

Staff looking for feedback on how the Board would like to proceed with Assessment services.

Debbie Michael

From: Debbie Michael
Sent: Wednesday, June 19, 2024 10:46 AM
To: Kraig Arenz; 'Jack Riley'
Subject: FW: Assessor Scope

Good morning –

I asked for the professionals to provide you with an explanation of what the contract was for the past 3 years. Let me know if you have further questions/comments. Here is the response:

Debbie,

Thanks for contacting us. The last contract was for annual assessment services (non -revaluation work) and a one- time Market Update Revaluation that occurred per the contract for the 2022 assessment year. A Market Update Revaluation is a one time revaluation service where we analyze and review the last 3 years of sales, set new land valuation tables and models, recalibrate our improvement and outbuilding valuation models, perform an individual review of each property reviewing the record card, photos and GIS maps to ensure accuracy and uniformity and then statistically analyze our assessment to fine tune our valuation models to improve equity and uniformity in our assessments.

After we performed the revaluation for 2022 the Department of Revenue determined the Village's level of assessment to be very close to 100% or 98% for 2022. Every year the Department of Revenue analyzes the sales that take place in your community and compares the sales prices to the assessed values. For the 2023 assessment year the Department of Revenue determined that the level of assessment for the Village was 81%. This would indicate that average property values increased by 17% since the prior year. I'm not sure what Nate relayed for an estimated level of assessment at this years BOR but I can only imagine that it was lower than 81% which would indicate that property values (sales prices) are still increasing.

Without performing annual revaluations the Villages level of assessment is going to drop when sales prices go up year over year or the level of assessment is going to increase when sales prices go down year over year. The only way to remedy this is to perform annual revaluations to maintain a level of assessment that is close to 100%. We certainly can offer that service, we call those annual statistical revaluations. They are more costly than just regular annual assessment services (non -revaluation work) but not as costly as a Market Update Revaluation.

I typically start writing contracts in July and August annually, if the Village would be interested in annual statistical revaluations please let me know and I can provide a quote for the Village Board to consider.

Sincerely,

Les Ahrens
Director of Valuation Services



Debbie Michael, WCMC
Village Administrator-Clerk/Treasurer
Village of Summit