

TOWN OF DOVER

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JOINT DOVER TOWN BOARD AND PLAN COMMISSION PUBLIC MEETING MINUTES WEDNESDAY, MARCH 13, 2024 – 7:00 P.M. 4110 SOUTH BEAUMONT AVENUE (DOVER TOWN HALL) KANSASVILLE, WI 53139 RACINE COUNTY

- 1. Call to Order:** Chairman Sam Stratton called the Plan Commission Meeting to order at 7:00pm.
- 2. Pledge:** The Pledge of Allegiance was recited.
- 3. Roll Call:** Present: Chairman Sam Stratton, Supervisor #1 Mike Shenkenberg, Supervisor #2 Jared Guillien. Plan Commissioners: Audrey Van Dyke, Bill Shenkenberg, Michael Newholm, and Richard Goetsch. Building Inspector Ben Peters. Absent with prior notice: Plan Commissioner David Dubiel, Stormwater President Karen Dubiel, and Fire Department Justin Ehrhart.
- 4. Review of Previous January 14, 2024 Plan Commission/Joint Town Board Meeting Minutes:** Richard Goetsch made the motion to accept the February 14th minutes as presented, seconded by Michael Newholm. VOTE: 6/0 Motion carried.
- 5. Short Term Rental Application- Alexis Venechanos & Sarah Taylor 23235 N. Shore Drive:** Chairman Stratton noted that Alexis and Sarah were the first to apply and work through this new process. Discussion took place that no parking on the road, not even a tire is permitted. It was determined that ample parking spaces are available. Alexis and Sarah noted that they require a minimum length of stay of three nights, but most rentals tend to be about a week. Based on the reported room square footage, the maximum capacity should be twelve occupants. A professional cleaner, trash removal is contracted, and quarterly spraying of insects is completed. Racine County Health inspects and checks the smoke detectors and lighting as well. According to Alexis and Sarah they screen the renters and the airbnb listing even states no parties. Richard Goetsch made the motion to recommend approval of the Venechanos/Taylor Short Term Rental Application, seconded by Bill Shenkenberg. Vote 6/0. (Bill yes, Audrey yes, Michael yes, Richard yes, Mike yes, Sam yes) Motion carried. Mike Shenkenberg made the motion to accept the recommendation of the Plan Commission, seconded by Jared Guillien. Vote 3/0. (Jared yes, Mike yes, Sam yes) Motion carried.
- 6. Tina & Ken Katzer 2225 Lakeshore Variance Request from Right-of-Way or Purchase of Right-of-Way:** The Katzer's distributed a handout requesting a variance for green space around their new home. Their plan is to raze the current house and rebuild it. In the handout Katzer's also included an offer to purchase the right-of-way from the town. Chairman Stratton stated that the town would not/could not sell the land. According to Katzer's, Racine County would not approve a two-foot variance as there is no warranted emergency to do so. Mike Shenkenberg made the motion to recommend approval of the two- foot variance into the right-of-way, seconded by Richard Goetsch. Vote 6/0. (Bill yes, Audrey yes, Michael yes, Richard yes, Mike yes, Sam yes) Motion carried. Mike Shenkenberg made the motion to accept the recommendation of the Plan Commission, seconded by Jared Guillien. Vote 3/0. (Jared yes, Mike yes, Sam yes) Motion carried. The Katzer's were told they should approach Racine County with Dover's motion to see if they would approve the change.
- 7. Discussion of Eagle Lake Manor Association Lease or Purchase of Right-of-Way Located Between 2225 and 2305 Lakeshore Drive:** Chairman Stratton stated that this right-of-way would stay town property, but the Manor Association is able to utilize it just as long as they maintain the area. Michelle Vanek, President Eagle Lake Manor Association, explained that they would continue to mow the grass and have discussed improving

the boat launch area with potentially precast panels or concrete, as gravel/sand continually washes away. The Association is aware that anything to do with the water area is based on DNR (Department of Natural Resource) approval. A discussion was held that a fill permit should be obtained for creating an official driving area to the water. Michelle Vanek noted that she would check to see what signage the Manor Association has available to update the faded signs. She will contact the Dover Roads Superintendent if more signs need to be ordered. A concern was noted regarding previous loitering and bonfires occurring in the area. Signage was discussed again. If there are any more issues the police should be called. Bonfires and loitering are not allowed.

- 8. Discussion for Ingress/Egress Easement on Lot Two for Lot One to be Terminated 22221 Washington Avenue Requested by Tim Thom:** Tim Thom explained that he would like to terminate the ingress/egress easement on lot two for lot one. He would like to terminate the northeast side. The driveway is on his property, but he will be selling lot two to his son. After discussion, the Plan Commissioners or Town Board members had no objection to the change.
- 9. Discussion of Sharp Road Divisions- Christine Jasser & Jake Izydorek:** Neither of the two individuals appeared. Dover's ordinance states four divisions are allowed in five years. The clerk was asked to explain to the owner of the land that they will have to pay to be on the agenda, provide the appropriate documentation, and explain any future plans for the land in question.
- 10. Discussion of Sunny Investment LLC Opening a Restaurant at 3731 Beaumont:** No one showed up to discuss the potential project.
- 11. Public Comments:** a)Chairman Stratton announced that Tuesday, April 16 at 7 pm the Annual Meeting will be held at the town hall. b)Mr. Fonk provided an overview and a handout of a fill project he would like to complete on his Durand Road property. Chairman Stratton explained that Mr. Fonk was ordered to stop having fill brought to this property as he had not acquired a fill permit or provided any project detail before starting this new project again. Dover's Engineer, Will Hein, noted that well over an acre of land had been disturbed and the DNR (Department of Natural Resource) should also be notified of the scope of the project. The DNR will need to put their findings in a report/writing. Mr. Fonk was told if he wanted to continue with the project, he would need to complete several steps: #1 complete the fill permit application and pay the \$100 fee. #2 complete the Dover Engineer Agreement and pay the \$175 fee. #3 complete a form for the Building Inspector, Ben Peters, so he tracks the project progress. #4 follow through on any requests from Dover's Engineer. c) Dover's Building Inspector, Ben, gave Kastenson's a preliminary, just the building occupancy. The current building will need to be razed and the drainage plan completed before the complete project is given occupancy. Ben will continue to monitor the project.
- 12. Building Inspectors Report for February 2024 by Inspector Ben Peters:** Monthly permit total collected was \$6,219.65, year-to-date collected total was \$9,141.95.
- 13. Stormwater Commission Updates by President Karen Dubiel:** Absent with prior notification.
- 14. Update from David Dubiel on Racine County Solar Model Ordinance:** David conveyed via email that he had touched base with Racine County regarding Dover's concerns/questions.
- 15. Motion to Enter into Closed Session Under Wisconsin State Statute 19.85(g) Concerning Legal Advice Related to Litigation. Estimated Time of Closed Session will be Approximately One-Half Hour.:** No closed session was held.
- 16. Motion to Enter into Open Session:** No closed session was held.
- 17. All Business of Closed Session:** No closed session was held.
- 18. Adjournment:** Motion to adjourn was made by Richard Goetsch at 7:55pm., seconded by Michael Newholm. VOTE: 6/0 All were in favor. Motion carried.