



VILLAGE OF TWIN LAKES

105 East Main Street P O Box 1024 Twin Lakes, Wisconsin 53181
Phone (262) 877-2858 Fax (262) 877-4019

AGENDA

PLAN COMMISSION MEETING

WEDNESDAY, JANUARY 10TH, 2023 at 6:30pm
VILLAGE HALL

1. Call to order
2. Pledge of Allegiance
3. Roll Call
4. Review and recommendation to the Village Board a proposed CSM for Parcel# 85-4-119-204-3904.
5. Adjourn

Roll Call:

Destree, Todd
Busse, Bill
Karow, Aaron
Perl, Ken
Richter, Bran
Smith, Carl
Skinner, Howard- Chair

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

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



**Department of Building and Zoning
Subdivision Request
Application and Checklists**

Please Print Clearly:
Legal Property Owner:

Name: TWIN LAKES STORAGE LLC.
 Mailing Address: N 3445 COMO ROAD
LAKE GENEVA WI 53147
City State Zip

Applicant/Petitioner:

Name: ERWIN HINTZ
 Mailing Address: N 3445 COMO ROAD
LAKE GENEVA WI 53147
City State Zip
 Telephone #: 847 338 8990
(Area Code)
 Fax Number: _____
 E-Mail Address: STOREITNOW@OUTLOOK.COM

Property Information

Property Address: CSM 2676 LOT 2 LANCE DRIVE
TWIN LAKES WI 53147
City State Zip
 Parcel Number: 85-4-119-204-3904
 General Project Location: JUST WEST OF POLICE STATION
 Proposed Project Use: COMMERCIAL LOTS
 Current Use: AGRICULTURE
 Existing Zoning: COMMERCIAL
 Metes & Bounds Legal Description: _____
 (More space is available on the next page)

Review & Approval Checklists

1.) Please select the request for which you are applying:

- Minor Land Division (4 parcels or less) Major Land Division* (5 or more parcels)

*May require development agreement

2.) Are you requesting zoning changes? ** Yes _____ No

If yes, fill in the fields immediately below:

Current Zoning: _____

Proposed Zoning: _____

** Zoning change requests are \$325

3.) Pre-Application Conference

Prior to applying for approval, schedule a meeting with the Village Building Inspector. This initial review meeting is intended to inform you about the Village Code and the Comprehensive Plan, to review standards, and to identify any potential issues. The Building Inspector can be reached at 262.877.3700 or inspector@twinlakeswi.net. You must first meet with the Building Inspector and submit your Concept Plan *before* you can submit a C.S.M. In some cases, only the Building Inspector needs to review and approve your C.S.M. See the Village Code 16.70.015 for situations that require only Building Inspector approval. For all other cases, the C.S.M. will need to be submitted to the Village Board for approval. Details regarding this procedure can be found in the Village Code 16.12.090 and 16.70.060

4.) Required Submittals

Submit the following plans and materials to the Building Inspector for approval. The Building Inspector's approval must be obtained at least 30 days prior to the next scheduled Plan Commission meeting. Plan Commission/Design Review meets the fourth Wednesday of each month at 6:30PM at the Village Hall, 108 E. Main Street, unless rescheduling is needed due to availability. Review will not commence until all of the following have been submitted:

Next Plan Commission Date: _____

Minor Land Division Submittals	Major Land Division Submittals
<p>* Concept Plan (see checklist in section 6)</p> <p>*19 copies of a C.S.M. that has been prepared by a Wisconsin licensed surveyor. Anything larger than letter-sized paper will have to be folded for mailing purposes.</p> <p>~ Review required information for the C.S.M. found in the Village Code: 16.70.090 and 16.70.020</p> <p>~ Must include all contiguous land</p> <p>~ You may be required to delineate primary and secondary environmental corridors and wetlands and stake them as well. Please contact the zoning administrator to verify.</p> <p>* Check payable to Village of Twin Lakes fee schedule in section 5)</p>	<p>* Concept Plan, Preliminary & Final (see checklist in section 6)</p> <p>*19 copies of a C.S.M. that has been prepared by a Wisconsin licensed surveyor. Anything larger than letter-sized paper will have to be folded for mailing purposes.</p> <p>~ Review required information for the C.S.M. found in the Village Code: 16.70.090 and 16.70.020</p> <p>~ Must include all contiguous land</p> <p>~ You may be required to delineate primary and secondary environmental corridors and wetlands and stake them as well. Please contact the zoning administrator to verify.</p> <p>* Developer's Agreement</p> <p>~ Covenants, if applicable</p> <p>~ Condo documentation, if applicable</p> <p>* Check payable to Village of Twin Lakes (see fee schedule in section 5)</p>

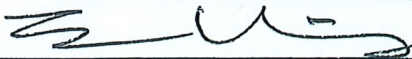
Village staff may determine that an escrow account is to be set up with the Village Treasurer to cover attorney, engineer or planner fees. Applicant/petitioner is hereby duly advised that the engineer and/or attorney or any professional assistance as deemed necessary by the Village of Twin Lakes may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

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

Owner's Name (please print):

ERWIN HINTZ

Owner's Signature:



Date

Applicant/Petitioner's Name (please print):

Applicant/Petitioner's Signature:

Date

5.) Required Fees

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

\$ 250.00

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

\$ _____

Escrow, as required by Village Administrator and/or Building Inspector:

\$ _____

Total Amount Due:

\$ _____

Developer's Agreement Required?

Yes _____ No _____

Checks shall be made payable to Village of Twin Lakes

6.) Concept Plan Checklist (continued on next page)

- Name, address, and telephone number of developer, engineer, and architect
- Existing and proposed zoning districts and land uses
- Plan must be drawn to a recognized engineering scale with graphic scale and north arrow
- Neighborhood sketch plan (if required, consult with Building Inspector regarding your specific project)
- Pattern of existing and probable future development of the area in question
- How the proposed development will relate to the surrounding area
- Conceptual building layouts and parking areas for all uses (other than single-family residential development)
- If available, artist renderings of structures and facilities and floor plans (other than single-family residential development)
- Identify existing and proposed zoning districts and land uses
- Proposed conceptual landscaping (other than single-family residential development)
- Access and internal traffic movement
- Topographic contours at two-foot intervals
- Existing and proposed public and private street layout pattern and all existing and proposed roads to be named (cannot be similar to existing road names)
- Lot or parcel layout, existing and proposed; including areas and dimensions for each
- Number of dwelling units per acre

- Lands reserved or dedicated for streets, parks, playgrounds, and other public purposes
- Existing and proposed sanitary and stormwater management, utility and drainage easements, and erosion/sediment control
- Significant environmental features including navigable waters, wetlands, floodlands, and woodlands
- Vicinity sketch showing adjacent subdivisions and boundaries of unsubdivided land

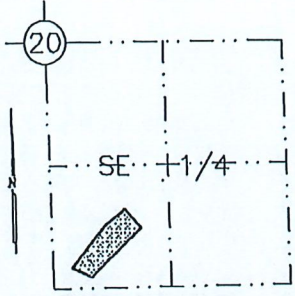
KENOSHA COUNTY CERTIFIED SURVEY MAP NO. _____

Village Of Twin Lakes Certified Survey Map No. _____

BEING A DIVISION OF LOT 2 OF KENOSHA COUNTY CERTIFIED SURVEY MAP NO. 2676, RECORDED AS DOCUMENT NO. 1629015, LOCATED IN THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 20, TOWN 1 NORTH, RANGE 19 EAST OF THE FOURTH PRINCIPAL MERIDIAN, VILLAGE OF TWIN LAKES, KENOSHA COUNTY, WISCONSIN.

OWNERS/SUBDIVIDERS:

ERWIN HINTZ & MARY J. HINTZ
TWIN LAKES STORAGE LLC
N3445 COMO ROAD
LAKE GENEVA, WI 53147

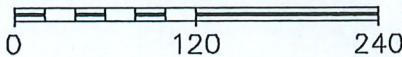


VICINITY MAP
SE 1/4 SEC. 20-1-19
SCALE: 1" = 2000'

CENTER OF SECTION 20-1-19
N. 198,382.90
E. 2,464,814.44

SCALE: 1" = 120'

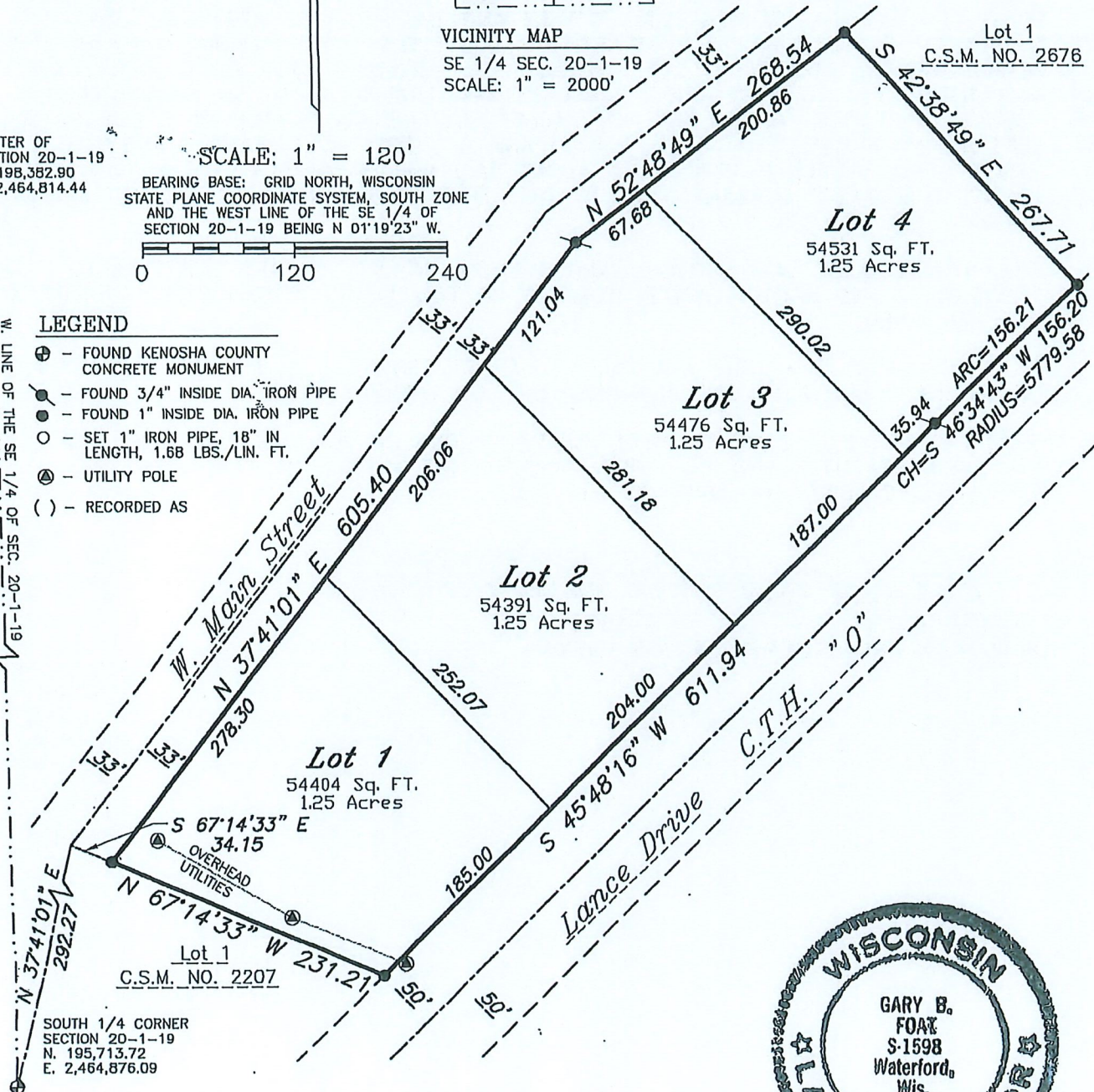
BEARING BASE: GRID NORTH, WISCONSIN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE AND THE WEST LINE OF THE SE 1/4 OF SECTION 20-1-19 BEING N 01°19'23" W.



LEGEND

- ⊕ - FOUND KENOSHA COUNTY CONCRETE MONUMENT
- - FOUND 3/4" INSIDE DIA. IRON PIPE
- - FOUND 1" INSIDE DIA. IRON PIPE
- - SET 1" IRON PIPE, 18" IN LENGTH, 1.68 LBS./LIN. FT.
- ⊙ - UTILITY POLE
- () - RECORDED AS

W. LINE OF THE SE 1/4 OF SEC. 20-1-19
N 01°19'23" W 2669.88



SOUTH 1/4 CORNER SECTION 20-1-19
N. 195,713.72
E. 2,464,876.09



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SURVEYOR'S CERTIFICATE

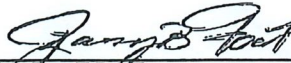
I, GARY B. FOAT, WISCONSIN PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT I HAVE SURVEYED, DIVIDED AND MAPPED THE DIVISION OF LOT 2 OF KENOSHA COUNTY CERTIFIED SURVEY MAP NO. 2676, RECORDED AS DOCUMENT NO. 1629015, LOCATED IN THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 20, TOWN 1 NORTH, RANGE 19 EAST OF THE FOURTH PRINCIPAL MERIDIAN, VILLAGE OF TWIN LAKES, KENOSHA COUNTY, WISCONSIN AND DESCRIBED AS FOLLOWS: COMMENCE AT THE SOUTH 1/4 CORNER OF SAID SECTION 20; THENCE N 37°41'01" E ALONG THE CENTERLINE OF WEST MAIN STREET, 292.27 FEET; THENCE S 67°14'33" E, 34.15 FEET TO A POINT ON THE SOUTHEASTERLY RIGHT-OF-WAY LINE OF WEST MAIN STREET AND THE POINT OF BEGINNING; THENCE N 37°41'01" E ALONG SAID SOUTHEASTERLY LINE, 605.40 FEET; THENCE N 52°48'49" E ALONG SAID SOUTHEASTERLY LINE, 268.54 FEET; THENCE S 42°38'49" E, 267.71 FEET TO A POINT ON THE NORTHWESTERLY RIGHT-OF-WAY LINE OF C.T.H. "O" (LANCE DRIVE); THENCE 156.21 FEET ALONG SAID NORTHWESTERLY LINE ON AN ARC OF A CURVE TO THE LEFT HAVING A RADIUS OF 5779.58 FEET AND A CHORD THAT BEARS S 46°34'43" W, 156.20 FEET; THENCE S 45°48'16" W ALONG SAID NORTHWESTERLY LINE, 611.94 FEET; THENCE N 67°14'33" W, 231.21 FEET TO THE POINT OF BEGINNING. CONTAINING 217,801 SQUARE FEET OF LAND.

THAT I HAVE MADE SAID SURVEY, LAND DIVISION AND MAP BY THE DIRECTION OF ERWIN HINTZ AND MARY J, HINTZ, MEMBERS OF TWIN LAKES STORAGE LLC, OWNERS OF SAID LAND.

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

THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236.34 OF THE WISCONSIN STATUTES AND THE ORDINANCES OF THE VILLAGE OF TWIN LAKES IN SURVEYING, DIVIDING AND MAPPING THE SAME.

MAY 18th, 2020



REVISED: OCTOBER 23rd, 2023

GARY B. FOAT S-1598
WISCONSIN PROFESSIONAL LAND SURVEYOR

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RECORDED AS DOCUMENT NO. 1629015, LOCATED IN THE SOUTHWEST 1/4 OF THE
SOUTHEAST 1/4 OF SECTION 20, TOWN 1 NORTH, RANGE 19 EAST OF THE FOURTH
PRINCIPAL MERIDIAN, VILLAGE OF TWIN LAKES, KENOSHA COUNTY, WISCONSIN.

OWNER'S CERTIFICATE:

AS OWNERS, WE HEREBY CERTIFY THAT WE HAVE CAUSED THE LAND DESCRIBED ON THIS MAP
TO BE SURVEYED, DIVIDED AND MAPPED AS REPRESENTED ON THE MAP, WE ALSO CERTIFY
THAT THIS MAP IS REQUIRED TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL.

VILLAGE OF TWIN LAKES

WITNESS THE HAND AND SEAL OF SAID OWNER THIS _____ DAY OF _____, 20__.

IN THE PRESENCE OF:

TWIN LAKES STORAGE, LLC
ERWIN HINTZ
MARY J. HINTZ
N3445 COMO ROAD
LAKE GENEVA, WI 53147

ERWIN HINTZ

MARY J. HINTZ

STATE OF WISCONSIN)
KENOSHA COUNTY) SS

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 20__, THE ABOVE NAMED
ERWIN HINTZ AND MARY J. HINTZ, MEMBERS OF TWIN LAKES STORAGE, LLC. TO ME KNOWN
TO BE THE PERSONS WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THE
SAME.

NOTARY PUBLIC, STATE OF WISCONSIN.

COMMISSION EXPIRES.

James B. Foot

KENOSHA COUNTY CERTIFIED SURVEY MAP NO. _____
Village Of Twin Lakes Certified Survey Map No. _____
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SOUTHEAST 1/4 OF SECTION 20, TOWN 1 NORTH, RANGE 19 EAST OF THE FOURTH
PRINCIPAL MERIDIAN, VILLAGE OF TWIN LAKES, KENOSHA COUNTY, WISCONSIN.

CONSENT OF MORTGAGEE:

WE, _____, MORTGAGEE OF THE ABOVE DESCRIBED LAND, DO
HEREBY CONSENT TO THE SURVEYING, DIVIDING AND MAPPING OF THE LAND DESCRIBED ON
THIS MAP AND DO HEREBY CONSENT TO THE OWNERS CERTIFICATE OF ERWIN HINTZ AND
MARY J. HINTZ.

STATE OF WISCONSIN }
COUNTY } SS

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 20____.
_____ AND _____ OF THE ABOVE NAMED CORPORATION,
TO ME KNOWN TO BE SUCH _____ AND _____ OF SAID
CORPORATION AND ACKNOWLEDGED THAT THEY EXECUTED THE FOREGOING INSTRUMENT AS
SUCH OFFICERS OF THE DEED OF SAID CORPORATION, BY ITS AUTHORITY.

NOTARY PUBLIC, STATE OF WISCONSIN.
MY COMMISSION EXPIRES _____

VILLAGE OF TWIN LAKES APPROVAL:

APPROVED BY THE VILLAGE OF TWIN LAKES THIS _____ DAY OF _____, 20____.

HOWARD K. SKINNER, VILLAGE PRESIDENT

SABRINA WASWO, VILLAGE CLERK