

VILLAGE OF WALWORTH

PLAN COMMISSION MEETING

Tuesday, June 29, 2021, 6:00 p.m.
Village Hall, 227 North Main Street, Walworth, WI 53184

Minutes

1. CALL TO ORDER: the special meeting was called to order by Louise Czaja, at approximately 6:00 p.m.
2. Roll Call:

PRESENT: Village Plan Commission Board Members: Louise Czaja, Brad Cousins, Tom Connelly, Annie Zambito, Ed Snyder, and Dan Mizialko (arrived late at 6:02 PM); Village Clerk/Treasurer: Lisa Rogers

ABSENT: None

ALSO PRESENT: Citizen Petitioner: Jessica Young

3. Pledge of Allegiance

4. DISCUSSION, CONSIDERATION AND ACTION ON THE FOLLOWING:

- a. Site and Operation Plan Review for 129 Kenosha Street (Tax Key VWP00268) for Individual Counseling Services-Center for Change LLC
 - i. Louise Czaja asks petitioner to tell the board more about Center for Change LLC
 1. Petitioner Jessica Young, Citizen of W6215 Kettle Moraine Dr Whitewater, states she has operated the private counseling practice out of Williams Bay for 5 to 6 years, counseling children, young adults, couples, among others.
 - ii. Louise Czaja asks petitioner to speak about parking and building capacities, items mentioned in previous Plan Commission meeting (held June 21st, 2021).
 1. Petitioner Jessica Young states she employs a part-time secretary and occasionally part-time therapists. However, she states that since she is the primary therapist, there will only be 1 therapist and 1 patient there the majority of time; she states that the parcel has 2 driveway and 2 street spots available, which should be plenty.
 - iii. Tom Connelly mentions the public parking lot located directly across the street that the business could also use, for employees. Additionally, he informs petitioner that if parking were to change in the future, that the Site Plan would need to be amended and approved by the Plan Commission.
 - iv. Tom Connelly asks if there were any items to be added regarding a future lighting plan, and, if so, that too would require a Site Plan Amendment and approval by the Plan Commission.
 1. Petitioner Jessica Young agreed to amend and submit Site Plan for Plan Commission review in the future, if the business requires said changes, but declares neither needs to be added into current Site Plan at this time.
 - v. Louise Czaja mentions petitioner has paid \$75 application fee but will be sent invoice for Cost Recovery Agreement.
 - vi. Ed Snyder asks Petitioner about hours of operation.

1. Petitioner Jessica Young states all counseling sessions are during hours of operation mentioned in application; however, she states that if she has clients scheduled outside of these hours of operation, they are by appointment only.
- vii. Ed Snyder motions to approve Site Plan and Plan of Operation submitted by Jessica Young for 129 Kenosha St., Walworth WI 53184; seconded by Dan Mizialko. All in favor; motion carried.
5. ADJOURNMENT: Ed Snyder motions to adjourn meeting; seconded by Tom Connelly; all in favor, motion carried. Meeting adjourned at 6:11 PM.
6. MEETING RE-CALLED TO ORDER:
 - a. Motion withdrawn to discuss special meeting fee.
 - i. Tom Connelly motions to waive Special Meeting Fee, typically \$75 to be paid by Petitioner, due to miscommunication with Petitioner as to process of application approval by Plan Commission.
 - ii. Ed Snyder seconds motion; all in favor, motion carried.
7. ADJOURNMENT: Ed Snyder motions to adjourn meeting, seconded by Annie Zambito; all in favor, motion carried.
 - a. Special meeting adjourned at 6:13 PM

Respectfully Submitted: Annie Zambito

Cc: Plan Members, Village Board, Building Inspector, Planner, Engineer

Posting June 29, 2021, at Village Hall, Library, Post Office, & online at: www.villageofwalworth.govoffice2.com