

TOWN OF WESTPORT
REGULAR BOARD MEETING
Kennedy Administration Building
Community Meeting Room
5387 Mary Lake Road
Town of Westport, Wisconsin

AGENDA - Monday, December 16, 2019 7:00 p.m.

1. Call to Order
2. Public Comment On Matters Not On the Agenda
3. Approve Minutes
4. Review/Approve Operator Licenses
5. Driveway/Access/Utility/Road Opening Permits
6. Water Utility/Fire Protection Utility
Miscellaneous
7. Sewer Utility
Miscellaneous
8. Engineer Report
Miscellaneous Ongoing Projects
9. Rezone, County RH-2 and County LC-1 to SFR (Single Family Residential with Home Business and Animal Units), Single Residence and Retail Sale of Various Business Items, Lake Life Company/Bernards, 4895 Easy Street (Town Zoning), Discussion/Action
10. Committee Reports/Items for Action

Personnel Committee	Public Works Committee	Westport/Middleton JZC
Audit Committee	Town Plan Commission	Westport/Waunakee JPC
11. Administrative Matters
12. Miscellaneous Business/Forthcoming Events
13. Adjourn to closed session pursuant to section 19.85(1)(c), Wis. Stats., to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and Section 19.85(1)(f), Wis. Stats., to consider financial, medical, social, or personal histories of specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, to consider/review Personnel Pay and Policies
14. Reconvene in Open Session
15. Personnel Pay and Policies Discussion/Action
16. Pay Current Bills
17. Adjourn

If you need reasonable accommodations to access this meeting, please contact the clerk's office at 849-4372 at least three business days in advance so arrangements can be made to accommodate the request.

TOWN OF WESTPORT
AUDIT COMMITTEE MEETING
Kennedy Administration Building
Community Meeting Room
5387 Mary Lake Road
Town of Westport, Wisconsin

AGENDA - Monday, December 16, 2019 6:30 p.m.

This meeting is being noticed as a possible gathering of a quorum of the Westport Town Board due to the possible attendance of Supervisors not appointed to the Committee. Supervisors may discuss items on this agenda, or gather information on these items, but no action will be taken on these items as the Town Board.

1. Call to order
2. Approve minutes
3. Review/approve bills for payment
4. Adjourn

If you need reasonable accommodations to access this meeting, please contact the clerk's office at 849-4372 at least three business days in advance so arrangements can be made to accommodate the request.

TOWN OF WESTPORT

TOWN BOARD - Monday, December 2, 2019

The regular semi-monthly meeting of the Town Board was called to order in the Community Meeting Room of the Bernard J. Kennedy Administration Building at 7:02 p.m. by Chair Grosskopf. Members present: Cuccia, Enge, Grosskopf, Sipsma, and Trotter. Members absent: None. Also Present: Sheldon Schall, Paul and Kathy Kuehn, Joe Pichette, Terrence Wall, Jane Bunz, Nick Petterson, Mitchell Herl, Taylor Brengel, Tim Wohlers, and Tom Wilson.

There was no Public Comment On Matters Not On the Agenda. The minutes of the November 18, 2019 regular meeting were approved as presented on a motion by Enge, second Trotter.

After an explanation by Wilson, Resolution 19-08 (2020-21 Election Poll Workers List) was adopted as presented on a motion by Sipsma, second Cuccia.

Grosskopf and Wilson reported on items before the plan commission/committees. The Audit Committee recommended payment of bills as presented by the Administrator after questions were answered.

No Administrative Matters were raised. For Miscellaneous Business or Forthcoming Events raised, Enge asked about a potential snow plowing conflict on Caton Lane to which Wilson answered that the Town's Public Works Supervisor is working to resolve the situation.

Current bills were paid as presented by the Administrator and recommended by the Audit Committee after questions were answered on a motion by Sipsma, second Enge.

For the Community of Bishops Bay Financing Request, at this point in the meeting, there was a brief introduction and status report given by Wilson, followed by the Chair allowing comments from Paul Kuehn and Sheldon Schall who both oppose the Town providing further financing help as requested.

After the nature of the business was announced by the Chair, the Board adjourned to closed session pursuant to Section 19.85(1)(e), Wis. Stats., to deliberate or negotiate the purchase of public properties, the investing of public funds or conducting other specified public business, because competitive or bargaining reasons require a closed session, regarding the Community of Bishops Bay Financing Request, on a motion by Sipsma, second Trotter, by a unanimous vote, at 7:18 p.m. The Board moved to the Executive Meeting Room with the Town Attorney and representatives of The Community of Bishops Bay developer (Taylor Brengel and Terrence Wall).

Taylor Brengel and Terrence Wall left the closed session and returned to the Community Meeting Room at 8:08 p.m.

The Board returned to Open Session after continued discussion with the Town Attorney in closed session at 8:35 p.m., on a motion by Enge, second Sipsma, by a unanimous vote. The Board returned to the Community Meeting Room.

After a report by Grosskopf on the Board's consideration regarding The Community of Bishops Bay Financing Request, the request was rejected based on that consideration on a motion by Trotter, second Cuccia.

Motion to adjourn by Sipsma, second Enge. The meeting adjourned at 8:38 p.m.

Thomas G. Wilson
Town Attorney/Administrator/Clerk-Treasurer

STAFF AGENDA MEMORANDUM
TOWN OF WESTPORT
REGULAR PLAN COMMISSION MEETING
Kennedy Administration Building
Community Meeting Room
5387 Mary Lake Road
Town of Westport, Wisconsin

Monday, December 9, 2019 7:00 p.m.

1. Call to Order
2. Public Comment On Matters Not On the Agenda
3. Approve Minutes.
For the 11/11/19 meeting minutes.
4. Rezone, County RH-2 and County LC-1 to SFR (Single Family Residential with Home Business and Animal Units), Single Residence and Retail Sale of Various Business Items, Lake Life Company/Bernards, 4895 Easy Street (Town Zoning), **PUBLIC HEARING/Discussion/Recommendation**

We first need to do a public hearing on this item so Dean will open that with Wilson to introduce, Amy Bernards to do a presentation, then others from the public can comment. Once closed the Commission can ask questions and discuss. Recall that this is our very first rezone (or frankly any other required action) in the Town zoning area! So note as part of that our Zoning Administrator GEC has prepared a report for your review which was in the packet.

FROM THE STAFF REPORT ON THE CONSULT LAST MONTH: *We found out about Lake Life moving from Main Street in Waunakee to Easy Street in Westport via a Facebook post announcing a grand opening. Lake Life in Waunakee is a retail business selling various items related to nautical themes and country ideas. It just closed its doors. No contact was made here by the owner about whether this use would be proper in this location. The property on which they would like to do this is zoned County RH-2 and County LC-1 allowing for a residence and a plumbing business ONLY in the shed in which they want to locate their retail business. The owner will need to explain exactly what they wish to do but now are claiming to only having minimal open hours or for events. This is in Town Zoning so it is up to Westport only on this zoning request. The Comprehensive Plan for this approximate 7 acre parcel includes it in a Rural Preservation District. Someone having a small plumbing business in this building with no signs and no customers was consistent with that. A retail business is likely not. If the business is pared down some to include fewer customer visits it might arguably be consistent with the Plan, or if it was mainly a shipping business, but I am not sure*

if that is what the owner wants to do at this point. Note that except for the business, there would be no need to rezone this parcel as the current residential zoning is appropriate.

The location here is on Easy Street near the Nature Valley development in Vienna so there is some added traffic due to that, and also since Easy Street is just busy during peak rush hours. I don't believe traffic, even if they are going to operate a retail store in this location, is really an issue (I don't think they are ever very busy frankly), but the use, without sewer and water, may be an important issue to consider. The Comp Plan encourages commercial development such as this to locate in our Town Center and NOT in a Rural Residential District. Locating where Town services are located is desired certainly. The Comp Plan at p. 51 provides for considering limited Ag-related commercial uses in these districts, and I am hard pressed to see this business as Ag-related in any way really. The same policy is listed at item 8 on page 71 under the Rural Preservation District discussion. Also note that item 12 on page 72 provides that lands already zoned for more than ag use, a rezoning to an even more intensive use classification should be avoided. The number one goal for the Town in our Comp Plan is to preserve the Town's rural character, and I am just not sure how to argue that allowing this use does that.

Also since this is located on a border road with Vienna, perhaps the Plan Commission, should this proceed, consider referring the item to Vienna to obtain their thoughts.

FROM THE PC MINUTES ON THE CONSULT: An Initial Consultation was then held for a Rezone for Retail Sales Business, Lake Life Company, Bernards, 4895 Easy Street (Town Zoning) was then held. The presenters were told by the Commissioners of various concerns with the proposal, especially with retail sales on the site, but that if the business was limited to more wholesale, there might be less concern, although not all Commissioners felt that any business use should be allowed here.

ADDITIONAL COMMENTS: Rezoning this as a single family parcel does make sense and is consistent with the Comprehensive Plan and the goals of rezoning these legacy zoning based properties, and if the applicant can comply with the home based business requirements in the code at 10-9-1.0620 then that also seems fine since it is very limited. She is also specifically asking for some limited open retail sales hours so that could be specifically approved as her only hours. I would also suggest if you proceed that there be no on-street parking for the business so that people park on their property. A restriction should also be put in place for no further land division or creation of building sites to limit that due to the nature of a rezoning to SFR. If she needs more in the determination of the Zoning Administrator for her business, she will have to come back for a CUP to allow a Larger Scale Home Based Business. Also because of the size of the lot she is allowed to have some animals which she would like to keep. With a 7.5 acre parcel surrounded by farmland and with several buildings, a 5 animal limit is allowed. What that means is found at page 4 of page 5 of the email included with the information Amy provided from Kory Anderson in his email to her on options.

RECOMMENDATION: Move to recommend the rezone as requested with restrictions as follows: No land division or creation of residential building sites; limit the home based business to what she is proposing and with retail sales hours limited as requested; all parking shall be provided on site and not on Easy Street; animals allowed shall be limited to no more than 5 animal units; restrictions and conditions not inconsistent with the above as recommended by the Town Zoning Administrator; restriction agreement to be prepared and approved by the Town Attorney with the applicant to pay the costs thereof; and, any other standard Town conditions and restrictions for similar actions, such as utility connections if ever available.

5. Park Committee Report/Items for Action
Terry, if present, will give a report on recent Committee work.
6. Historic Preservation Committee Report/Items for Action
Joe, if present, will give a report on recent Committee work.
7. Waunakee/Westport Joint Planning Committee Report/Items for Action
An oral report will be provided as necessary.
8. Middleton/Westport Joint Zoning Committee Report/Items for Action
An oral report will be provided as necessary.
9. Miscellaneous/Forthcoming Events
An oral report will be provided as necessary.
10. Adjourn

TOWN OF WESTPORT

PLAN COMMISSION – December 9, 2019

The regular monthly meeting of the Plan Commission was called to order at 7:00 p.m. in the Community Meeting Room of the Bernard J. Kennedy Administration Building by Chair Grosskopf. Members present: Bruskewitz, Cuccia, Grosskopf, Kennedy, Manering, Ohm, and Pichette. Members absent: None. Also attending: Amy Bernards, Corey Walters, Margaret Bernards, Sue and Jim Okas, Ken Bernards, Jay Kang, Ed Bernards, and Tom Wilson.

No one was present For Public Comment on Matters not on the Agenda. The minutes of the November 11, 2019 regular meeting were approved as presented on a motion by Pichette, second Kennedy.

Item #9
Grosskopf opened up the public hearing on the Rezone, County RH-2 and County LC-1 to SFR (Single Family Residential with Home Business and Animal Units), Single Residence and Retail Sale of Various Business Items, Lake Life Company/Bernards, 4895 Easy Street (Town Zoning), item at 7:05 p.m. After an introduction by Wilson, a presentation by the applicant, comments from those registered, after Wilson read the registrations, and after a few questions from the Commission, Grosskopf closed the public hearing at 7:21 p.m. After further questions and discussion, the zoning as requested was recommended for approval to the Board with restrictions as recommended by the Town Zoning Administrator and Town Attorney, and with retail hours and animals limited as requested by the petitioner in her letter submitted at the meeting, on a motion by Bruskewitz, second Cuccia.

Wilson reported on the work of the Park Committee. Pichette reported on the work of the Historic Preservation Commission.

Wilson and Grosskopf reported on items before the Waunakee/Westport Joint Planning Committee and the Middleton/Westport Joint Zoning Committee.

For Miscellaneous Matters or Forthcoming Events raised, Cuccia inquired about the change at the Tobacco Outlet back to Kwik Trip.

Motion to adjourn by Kennedy, second Ohm. The meeting adjourned at 7:52 p.m.

Mary Manering, Secretary

AGENDA ITEM #9:

Rezone, County RH-2 and County LC-1 to SFR
(Single Family Residential with Home Business and
Animal Units), Single Residence and Retail Sale of
Various Business Items, Lake Life
Company/Bernards, 4895 Easy Street (Town
Zoning), Discussion/Action

The Bernards Family
Lake Life Company
4895 Easy Street, Waunakee WI

We are requesting **Single Family Residential zoning** for our property on Easy Street.

We own Lake Life Company, a home-based business.

- a) We do not have employees.
- d) We make handmade Soy Candles and Sugar Scrubs.
- e) There is no outdoor storage for our business.
- f) We do not create sounds/odor/light or noise beyond our building.
- i) We do not have freight deliveries and deliveries related to our business are two or less per week.
- j) We are asking permission to have retail hours the first weekend of each month: Friday 10-5, Saturday 10-5, Sunday 10-4, Monday 10-5. We will follow the rules for patron cars and do have a parking lot set off of the road. Larger holiday events will be held off site.

Animals:

In the future, we may like to have up to 10 chickens, 10 goats/sheep, 3 ponies, 1 miniature cow

Thank you for your consideration,

Amy + Ed Bernards

If you rezone to SFR (Single Family Residential) and can meet the following criteria for your business, this would be considered a "small scale" home-based business and would be considered a permitted use:

- (a) There shall be no more than one full-time equivalent employee that is not an occupant of the residential dwelling on the same lot or parcel of the home-based business.
- (b) The home-based business shall not utilize a floor area exceeding 30% of the combined gross floor area of a dwelling unit and any accessory building and in no case shall the floor area utilized exceed 800 square feet.
- (c) Any structural addition to the home for the purposes of operating a home-based business shall be designed, and appear residential in character, so that the addition can readily be repurposed for residential uses at such time that the home-based business is no longer operating.
- (d) Retail sales or services shall be of goods grown, produced, assembled, or for services rendered on the premises. Sales of products not produced on the premises are permitted only when these sales are incidental to, and part of, the principal function of the home-based business.
- (e) There shall be no outdoor storage or display of equipment, materials, or stock.
- (f) The home-based business shall not cause any odor, dust, smoke, vibration, light, or noise that can be detected beyond the property line.
- (g) All mechanical equipment used in conjunction with the home-based business shall be operated within a structure.
- (h) The home-based business shall not utilize a business related vehicle as part of the operation of the business with a rated gross vehicle weight rate capacity in excess of 10,000 pounds, according to the manufacturer's classification.
- (i) The home-based business shall not require any business related vehicle visits by delivery trucks or vehicles with a rated gross vehicle rate capacity in excess of 20,000 pounds, according to the manufacturer's classification. The business shall not have more than 6 business related vehicle deliveries per week.
- (j) The home-based business shall not exceed 5 patron-related vehicles per day, or a maximum of 25 patron- or business-related vehicles per week, whichever is greater. Not more than 2 patron vehicles may be present at one time. The proprietor will provide adequate off-street parking on the property where the use is located. Parking areas shall not be used in determining gross floor area.
- (k) The hours of operation of the business involving visitors or employees shall be between the hours of 8:00 a.m. and 8:00 p.m.
- (l) No hazardous substances shall be used or stored as part of a home-based business except normal use for household purposes.
- (m) There shall be no evidence of a home-based business, other than a sign consistent with the requirements of Subchapter VIII, which indicates that a dwelling or accessory building is being utilized in part for any purpose other than a dwelling or accessory building.

Regarding the animals, based on a 7.5 acre lot, according to the applicable zoning ordinance, you are allowed 5 animal units which consists of 5 times any of the following:

- (a) One horse, pony or mule;
- (b) One Cow or steer;
- (c) Ten Sheep or goats;
- (d) Ten Llamas;
- (e) Ten Alpacas;
- (f) Four hogs;
- (g) 100 rabbits.
- (h) 100 hens and chicks.

For the future pool, this would be considered a structure which would require a building permit and would have to meet the required setbacks.

I think this answers all of your questions. If not, please let me know. I understand you will be in front of the Town of Westport Plan Commission on November 11th.

Thanks,

Kory D. Anderson, P.E.

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of LC-1 Limited Commercial (Legacy) and RH-2 Rural Homes (Legacy) Districts to SFR Single Family Residential District. The intention of this zoning change is that the owner would like to operate a small-scale home based business out of his existing accessory building. This business is similar to the business that the owner operated recently in the Village of Waunakee. The applicant would like to have limited farm animals on the property as well.

Submittals/Attachments

1. Zoning Change Application, received November 19, 2019.
2. Jurisdictional Review Form, received November 19, 2019.
3. Town of Westport Plan Commission Application, received November 19, 2019.

GEC reviewed the attachments and the information submitted by the applicant/agent and has the following comments outlined below:

Comprehensive Plan

I'll always defer to the Town on how the proposed rezoning is affected by the Town's Comprehensive Plan and their future land use map/plan. Also, I'll defer to the Town on if the property has the required number of splits available, if necessary, and if there is another neighboring authority that may review rights to the property.

Zoning Ordinance

1. Home Based Business – Land Use Permit

Per section 1.0620(3)(a-m), home-based businesses may be permitted as an accessory use to an existing residential use in the SFR zoning district as long as standards (a) through (m) are met and after issuance of a land use permit. Refer to the attached for this section of the ordinance. The property owner claims she falls into this category.

2. Larger Home Based Business – Conditional Use Permit and Land Use Permit

Per section 1.0620(4)(a-m), larger home-based businesses may be permitted as an accessory use to an existing residential use in the EA, RC, or AG zoning district as long as standards (a) through (m) are met and after issuance of a land use permit and a conditional use permit. Refer to the attached for this section of the ordinance.

3. Rezoning and Limited Farm Animals

Home-based businesses are also allowed in the AG Agriculture zoning district but rezoning to AG would be rezoning out of the existing RH-2 residential zoning back to agriculture. The AG zoning would also allow an almost unlimited number of farm animals whereas the SFR zoning restricts the total number of animal units to 5 for this parcel according to section 1.0607 of the zoning ordinance. The number and type of animals per animal unit is defined in this same section of the ordinance.

Town Ordinances

4. General

There is no planned construction so there are no building permits, driveway permits, or issues with the existing well and septic nor the need to address erosion control or storm water requirements.

Recommendation

If the Plan Commission and Town Board decide to approve the proposed Zoning Change of a portion of land on Tax Parcel 0809-012-8001-5 from the split zoning of LC-1 Limited Commercial (Legacy) and RH-2 Rural Homes (Legacy) Districts to SFR Single Family Residential District, I recommend the following conditions or restrictions:

1. The owner obtain a land use permit prior to operation of the home based business as long as she can meet the standards established in 1.0620(3)(a-m) in the Town's zoning ordinance.
2. If the standards in 1) above cannot be met but the owner can meet the standards established in 1.0620(4)(a-m) for a Larger Scale Home Based Business, the property owner shall obtain a Conditional Use Permit and a Land Use Permit from the Town after rezoning to the EA, RC, or AG zoning district.
3. Town Board discuss any concerns with above comments.
4. Any comments or conditions from the Town's Attorney shall be addressed.

agriculture zoning district, or are specifically approved under state or federal law.

(c) The operation is reasonably designed to minimize the conversion of land around the extraction site from agricultural use or open space use.

(d) The operation does not substantially impair or limit the current or future agricultural use of surrounding parcels of land that are zoned for or legally restricted to agricultural use.

(e) The owner shall restore the land to agricultural use, consistent with any required or approved reclamation plan, when extraction is completed.

(3) The construction of a dwelling in areas zoned exclusive agriculture shall require the issuance of a conditional use permit pursuant to the standards in sec. 91.046(2)(c), Wis. Stats. Conditional use permits are not required for the following:

(a) A dwelling which may be established pursuant to this ordinance; or

(b) Single family dwellings shall be a permitted use on a separate Lot as that term is defined in s. 1.022 (65).

1.0617r Farm residences; secondary standards.

(1) A farm residence may be constructed on a farm parcel solely to house persons who meet one of the following criteria:

(a) They are an owner or operator of the farm.

(b) They are a parent or child of an owner or operator of the farm.

(c) They earn more than 50 percent of their livelihood from the farm

(2) As a condition of approval of a farm residence, the owner shall record a deed restriction which prohibits during the five year period after a farm residence is first occupied:

(a) conveyance of the farm residence separately from the farm parcel

(b) lease of the farm residence, unless a person described in (1) resides in the residence.

1.0618 Food processing facility and grocery store, confectionary, bakery, deli, and meat market: secondary standards.

(1) Food processing facilities and grocery stores, confectionaries, bakeries, delis, and meat markets may be permitted in the exclusive agriculture or agriculture zoning districts if they have an annual gross income of less than \$200,000.

(2) Food processing facilities and grocery stores, confectionaries, bakeries, delis, and meat markets must meet the definition of an accessory use to be permitted in the exclusive agricultural zoning district.

(3) If a food processing facility's annual gross income is greater than \$200,000, it shall be permitted only in the commercial zoning district. If a grocery store, confectionary, bakery, deli, or meat market's gross annual income is greater than \$200,000, it shall be permitted only in the rural community, commercial, neighborhood retail, or recreation commercial districts.

1.0619 Government facilities, buildings and uses: secondary standards. (1) Government uses shall be those uses conducted by a governmental entity on government owned property and not excluded in subsec. (3).

(2) If a government use is also more specifically described in another secondary standard, the government use shall also comply with all other applicable secondary standards.

(3) Government uses do not include correctional facilities, waste disposal facilities, or manure digesters.

1.0620 Home-based business: secondary standards.

(1) Purpose. To establish the standards and criteria for the operation of home based businesses while protecting the reasonable enjoyment of nearby properties by their owners and occupants of neighboring dwellings.

(2) Standards. The standards for home-based businesses are intended to allow home-based business uses which can be operated without significant impact on neighboring residences.

Any use that meets the standards of a home based business does not need to comply with the zoning requirement specific to that use but shall meet the primary and secondary standards of that use.

(3) Home Based Businesses; Land Use Permit. Home-based businesses may be permitted as an accessory use to an existing residential use on the same lot or parcel in the SFR, MFR, RUC, EA, AG and RC zoning districts provided they comply with the following standards and after a land use permit has been issued by the Town Zoning Administrator.

(a) There shall be no more than one full-time equivalent employee that is not an occupant of the residential dwelling on the same lot or parcel of the home-based business.

(b) The home-based business shall not utilize a floor area exceeding 30% of the combined gross floor area of a dwelling unit and any accessory building and in no case shall the floor area utilized exceed 800 square feet.

(c) Any structural addition to the home for the purposes of operating a home-based business shall be designed, and appear residential in character, so that the addition can readily be repurposed for residential uses at such time that the home-based business is no longer operating.

(d) Retail sales or services shall be of goods grown, produced, assembled, or for services rendered on the premises. Sales of products not produced on the premises are permitted only when these sales are incidental to, and part of, the principal function of the home-based business.

(e) There shall be no outdoor storage or display of equipment, materials, or stock.

(f) The home-based business shall not cause any odor, dust, smoke, vibration, light, or noise that can be detected beyond the property line.

(g) All mechanical equipment used in conjunction with the home-based business shall be operated within a structure.

(h) The home-based business shall not utilize a business related vehicle as part of the operation of the business with a rated gross vehicle weight rate capacity in excess of 10,000 pounds, according to the manufacturer's classification.

(i) The home-based business shall not require any business related vehicle visits by delivery trucks or vehicles with a rated gross vehicle rate capacity in excess of 20,000 pounds, according to the manufacturer's classification. The business shall not have more than 6 business related vehicle deliveries per week.

(j) The home-based business shall not exceed 5 patron-related vehicles per day, or a maximum of 25 patron- or business-related vehicles per week, whichever is greater. Not more than 2 patron vehicles may be present at one time. The proprietor will provide adequate off-street parking on the property where the use is located. Parking areas shall not be used in determining gross floor area.

(k) The hours of operation of the business involving visitors or employees shall be between the hours of 8:00 a.m. and 8:00 p.m.

(l) No hazardous substances shall be used or stored as part of a home-based business except normal use for household purposes.

(m) There shall be no evidence of a home-based business, other than a sign consistent with the requirements of Subchapter VIII, which indicates that a dwelling or accessory building is being utilized in part for any purpose other than a dwelling or accessory building.

(4) Larger Scale Home Based Businesses; Conditional Use And Land Use Permit. Larger-scale home-based businesses which exceed the restrictions of subsec. (3) may be permitted as an accessory use to an existing residential use on the same lot or parcel in the EA, RC, and AG zoning districts provided they comply with the following standards and after the approval of a conditional use by the Town

Board and a land use permit has been issued by the Town Zoning Administrator.

(a) There shall be no more than 2 full-time equivalent employees that are not an occupant of the residential dwelling on the same lot or parcel of the home-based business.

(b) The home-based business shall not utilize a floor area exceeding 50% of the combined gross floor area of a dwelling unit and any accessory buildings(s) and in no case shall the floor area utilized exceed 1,200 square feet.

(c) Any structural addition to the home for the purposes of operating a home-based business shall be designed, and appear residential in character, so that the addition can readily be repurposed for residential uses at such time that the home-based business is no longer operating.

(d) Retail sales or services shall be of goods grown, produced, assembled, or for services rendered on the premises. Sales of products not produced on the premises are permitted only when these sales are incidental to, and part of, the principal function of the home-based business.

(e) There shall be no outdoor storage or display of equipment, materials, or stock.

(f) The home-based business shall not cause any odor, dust, smoke, vibration, light, or noise that can be detected beyond the property line.

(g) All mechanical equipment used in conjunction with the home-based business shall be operated within a structure.

(h) The home-based business shall not utilize a business related vehicle as part of the operation of the business with a rated gross vehicle weight rate capacity in excess of 20,000 pounds, according to the manufacturer's classification.

(i) The home based business shall not require any business related vehicle visits by delivery trucks or vehicles with a rated gross vehicle rate capacity in excess of 45,000 pounds, according to the manufacturer's

classification. The business shall not have more than 6 business related vehicle deliveries per week.

(j) The home-based business shall not exceed 10 patron or business related vehicles per day, or a maximum of 50 patron vehicles per week, whichever is greater. Not more than 10 patron vehicles shall be present at one time, and the proprietor will provide adequate off-street parking on the property where the use is located.

(k) The hours of operation of the business involving visitors or employees shall be between the hours of 8:00 a.m. and 5:00 p.m.

(L) No hazardous substances shall be used or stored as part of a home-based business except normal use for household purposes.

(m) There shall be no evidence of a home-based business other than a sign consistent with the requirements of Subchapter VII, which indicates that a dwelling or accessory building is being utilized in part for any purpose other than a dwelling or accessory building.

1.0621 Junkyard: secondary standards.

(1) This standard does not allow operation of any facility which would require a landfill permit or license from the Wisconsin Department of Natural Resources. All junkyards are conditional uses.

(2) Operation Proposal. The operator of a junkyard shall submit a written proposed operations plan description to the Town Zoning Administrator pertaining to the proposed operation. The description shall include the types and quantities of materials to be stored or salvaged, where materials are to be hauled to and from and over what roads, proposed hours and days of operation, and any special measures that will be used for spill prevention, waste fluid storage, and control and environmental protection, and assurance that the site will be developed and operated in accordance with all approved plans. The

ZONING CHANGE APPLICATION

TOWN OF WESTPORT • 5387 MARY LAKE ROAD • WAUNAKEE, WI 53597
 PHONE (608) 849-4372 • FAX (608) 849-9657 • www.townofwestport.org

PERMIT #:

Permit Fee: \$ _____ Fee Paid: ☐

Approved By: _____

Approval Date: / /

Items that must be submitted with your application:

➤ **Written Legal Description of the Proposed Zoning Boundaries**

Legal description of the land that is proposed to be changed. The description may be a lot in a plat, Certified Survey map, or an exact metes and bounds description. A separate legal description is required for each zoning district proposed. The description shall include the area in acres or square feet.

➤ **Scaled Drawing of the Location of the Proposed Zoning Boundaries**

The drawing shall include the existing and proposed zoning boundaries of the property. All existing buildings shall be shown on the drawing. The drawing shall include the area in acres or square feet.

OWNER	AGENT (Contractor, Coordinator, Other)
NAME <u>Amy Bernards</u>	CONTACT NAME
BUSINESS NAME or CO-OWNER'S NAME (if applicable) <u>Lake Life Co.</u>	BUSINESS NAME (if applicable)
MAILING ADDRESS <u>4895 Easy St.</u>	MAILING ADDRESS
CITY, STATE, ZIP <u>Waunakee, WI 53597</u>	CITY, STATE, ZIP
DAYTIME PHONE # <u>608. 228.9591</u>	DAYTIME PHONE #
EMAIL <u>amybernards@yahoo.com</u>	EMAIL

LAND INFORMATION			
Town: <u>Westport</u>	Parcel Numbers Affected: _____		
Section: _____	Property Address or Location: <u>4895 Easy St.</u>		
Zoning District Change (To / From / # of acres) <u>Single Family Residential</u>			
Soils classification of area (percentages) Class I Soils: _____ % Class II Soils: _____ % Other: _____ %			
Narrative: (reason for change, intended land use, size of farm, time schedule)			
<input type="checkbox"/> Separation of buildings from farmland		<input type="checkbox"/> Creation of a residential lot	
<input checked="" type="checkbox"/> Compliance for existing structures and/or land uses		<input type="checkbox"/> Other	
<u>Single Family Residential</u>			
<u>Limited Farm Animals</u>			
<u>Limited Retail Hours (1 weekend/month)</u>			
I authorize that I am the owner or have permission to act on behalf of the owner of the property.			
Signature: <u>[Signature]</u>		Date: <u>11.19.19</u>	

TOWN OF WESTPORT JURISDICTION REVIEW FORM

COMPLETE THIS FORM BEFORE STARTING THE ZONING APPLICATION

If your property is subject to Dane County's jurisdiction, the Town cannot grant your zoning change without Dane County's approval. If the answer to any of the Jurisdictional Questions is "Yes", the Town cannot proceed with your application unless Dane County indicates that the County does not have jurisdiction over zoning the parcel.

Applicant/Agent/Contractor: Amy Bernards Email: amubernards@yahoo.com
 Address: 4895 EASY ST. City/State/Zip: WAUNAKEE, WI 53187 Phone: 608.228.9591

Parcel ID Number(s): _____

CSM or Plat Information, if any: _____

Proposed activity on the property: Single Family Residential

Is the property enrolled in CRP or any other farm programs? ☒ No ☐ Yes

If "Yes" is checked, identify the program and file identification number(s): _____

JURISDICTIONAL QUESTIONS

1. Is your proposed project located within 1,000 feet of the ordinary high-water mark of a navigable lake, pond or flowage?

☒ No ☐ Yes

2. Is your proposed project located within 300 feet of the ordinary high-water mark of a navigable river, stream or creek?

☒ No ☐ Yes

3. Is your proposed project located within a floodplain? ☒ No ☐ Yes

4. Is your proposed project located within a wetland? ☒ No ☐ Yes

5. Will your project involve disturbing more than 4,000 square feet of land by excavating, grading or filling?

☒ No ☐ Yes (If Yes, you may need a Dane County erosion control and/or stormwater permit)

6. Do the maps showing wetlands, floodplains and shorelands at <https://dcimapapps.countyofdane.com/lwviewer/> indicate that there are any floodplain, wetland or shoreland areas on your property or an adjacent parcel?

☒ No ☐ Yes

STATEMENT OF APPLICANT

The answers above were made after reviewing the facts pertaining to my property. I am aware that if my proposed project is located within a floodplain, shoreland or wetland area, the project must be reviewed by Dane County. Any approvals obtained in error will be void, and all expenses incurred in seeking those approvals will be lost.

Dated: 11.19.19 By: APB

If the answer to any jurisdictional question is "Yes," the applicant must submit this request to the Dane County Department of Planning and Development for a determination of whether the project is subject to Dane County Jurisdiction.

DETERMINATION BY DANE COUNTY

The undersigned, acting by authority of Dane County, indicates that the parcel identified in this Jurisdictional Review Form is not subject to shoreland, floodplain or wetland zoning regulations of Dane County.

Dated: _____ By: _____

**TOWN OF WESTPORT
PLAN COMMISSION APPLICATION**

Project: Lake Life Co. Zoning
Name: Amy Bernards
Address: 4895 Easy St.

Applicant:
Name: Amy Bernards
Address: 4895 Easy St.
Waukegan
Phone: 608.228.9591
Email: amybernards@yahoo.com

Owner:
Name: _____
Address: ↑

Phone: _____
Email: _____

Project Description: Lake Life Co. Zoning

Owner/Applicant Signature: 
Date: 11.14.19

November 14, 2019

What zoning we are asking for: see attached section 1.0620 (3) for full details.

Single Family Residential

Small Scale home-based Business

We would like to have **FOUR Retail days/month**.

The first weekend of each month:

1. Friday 10-6
2. Saturday 10-6
3. Sunday 10-4
4. Monday 10-6

We would like the ability in the future to have a few small farm animals, including chickens, goats, donkeys or miniature cows, within the number allowed per this zoning.

A handwritten signature in black ink, appearing to be 'ABR' followed by a stylized flourish.

Town Board

Dean A. Grosskopf, Chair
Terry Enge
Kenneth R. Sipsma
Mark A. Trotter
John Cuccia



Kennedy Administration Building
5387 Mary Lake Road
Waunakee, WI 53597
Office: (608)849-4372 * Fax: (608)849-9657
www.townofwestport.org

Thomas G. Wilson
Attorney/Administrator/Clerk-Treasurer

Robert C. Anderson
Utility, Finance, & IS Manager, Deputy
Clerk/Treasurer

Jessica J. Frey
Executive Assistant

October 23, 2019

Lake Life Co. at the Farm
Attn: Ms. Amy Bernards - Owner
4895 Easy Street
Waunakee, WI 53597

Re: Proposed Retail Business - 4895 Easy Street

Dear Ms. Bernards:

It has come to our attention that you are planning on opening a retail business called "Lake Life Co. at the Farm" at 4895 Easy Street in the Town of Westport. Currently the property has split zoning. The house and accessory building are zoned LC-1 (with a deed restriction for a prior plumbing business) and the rest of the 7.5 acre property is zoned RH-2.

Assuming the retail business would be located in the accessory building, you will need to rezone your property as the proposed retail business is not a permitted use in the LC-1 zoning district in Legacy Zoning. However, if you rezone the entire parcel to SFR, Single Family Residential, you may be able to operate your retail business as a Small-Scale Home Based Business as a permitted use in SFR zoning if you meet the criteria established in Section 1.0620(3) of the Town's zoning ordinance. If your business meets the criteria of a Larger Scale Home Based Business identified in Section 1.0620(4), you would require a Conditional Use Permit. I have attached Section 1.0620 of the Town's zoning ordinance so you can review the established criteria.

If you would like to pursue the rezone and/or conditional use permit process, please contact the Town for the appropriate application forms to fill out so you can get on the next available Plan Commission meeting agenda. Please let me know if you have any questions.

Sincerely,

TOWN OF WESTPORT

Kory D. Anderson, P.E.
Zoning Administrator

cc: Tom Wilson, Town Attorney/Administrator/Clerk-Treasurer
Mark Jankowski, Town Building Inspector

608.742.2169

agriculture zoning district, or are specifically approved under state or federal law.

(c) The operation is reasonably designed to minimize the conversion of land around the extraction site from agricultural use or open space use.

(d) The operation does not substantially impair or limit the current or future agricultural use of surrounding parcels of land that are zoned for or legally restricted to agricultural use.

(e) The owner shall restore the land to agricultural use, consistent with any required or approved reclamation plan, when extraction is completed.

(3) The construction of a dwelling in areas zoned exclusive agriculture shall require the issuance of a conditional use permit pursuant to the standards in sec. 91.046(2)(c), Wis. Stats. Conditional use permits are not required for the following:

(a) A dwelling which may be established pursuant to this ordinance; or

(b) Single family dwellings shall be a permitted use on a separate Lot as that term is defined in s. 1.022 (65).

1.0617r Farm residences; secondary standards.

(1) A farm residence may be constructed on a farm parcel solely to house persons who meet one of the following criteria:

(a) They are an owner or operator of the farm.

(b) They are a parent or child of an owner or operator of the farm.

(c) They earn more than 50 percent of their livelihood from the farm

(2) As a condition of approval of a farm residence, the owner shall record a deed restriction which prohibits during the five year period after a farm residence is first occupied:

(a) conveyance of the farm residence separately from the farm parcel

(b) lease of the farm residence, unless a person described in (1) resides in the residence.

1.0618 Food processing facility and grocery store, confectionary, bakery, deli, and meat market: secondary standards. (1) Food processing facilities and grocery stores, confectionaries, bakeries, delis, and meat markets may be permitted in the exclusive agriculture or agriculture zoning districts if they have an annual gross income of less than \$200,000.

(2) Food processing facilities and grocery stores, confectionaries, bakeries, delis, and meat markets must meet the definition of an accessory use to be permitted in the exclusive agricultural zoning district.

(3) If a food processing facility's annual gross income is greater than \$200,000, it shall be permitted only in the commercial zoning district. If a grocery store, confectionary, bakery, deli, or meat market's gross annual income is greater than \$200,000, it shall be permitted only in the rural community, commercial, neighborhood retail, or recreation commercial districts.

1.0619 Government facilities, buildings and uses: secondary standards. (1) Government uses shall be those uses conducted by a governmental entity on government owned property and not excluded in subsec. (3).

(2) If a government use is also more specifically described in another secondary standard, the government use shall also comply with all other applicable secondary standards.

(3) Government uses do not include correctional facilities, waste disposal facilities, or manure digesters.

1.0620 Home-based business: secondary standards. (1) Purpose. To establish the standards and criteria for the operation of home based businesses while protecting the reasonable enjoyment of nearby properties by their owners and occupants of neighboring dwellings.

(2) Standards. The standards for home-based businesses are intended to allow home-based business uses which can be operated without significant impact on neighboring residences.

Any use that meets the standards of a home based business does not need to comply with the zoning requirement specific to that use but shall meet the primary and secondary standards of that use.

(3) Home Based Businesses; Land Use Permit. Home-based businesses may be permitted as an accessory use to an existing residential use on the same lot or parcel in the SFR, MFR, RUC, EA, AG and RC zoning districts provided they comply with the following standards and after a land use permit has been issued by the Town Zoning Administrator.

(a) There shall be no more than one full-time equivalent employee that is not an occupant of the residential dwelling on the same lot or parcel of the home-based business.

(b) The home-based business shall not utilize a floor area exceeding 30% of the combined gross floor area of a dwelling unit and any accessory building and in no case shall the floor area utilized exceed 800 square feet.

(c) Any structural addition to the home for the purposes of operating a home-based business shall be designed, and appear residential in character, so that the addition can readily be repurposed for residential uses at such time that the home-based business is no longer operating.

(d) Retail sales or services shall be of goods grown, produced, assembled, or for services rendered on the premises. Sales of products not produced on the premises are permitted only when these sales are incidental to, and part of, the principal function of the home-based business.

(e) There shall be no outdoor storage or display of equipment, materials, or stock.

(f) The home-based business shall not cause any odor, dust, smoke, vibration, light, or noise that can be detected beyond the property line.

(g) All mechanical equipment used in conjunction with the home-based business shall be operated within a structure.

(h) The home-based business shall not utilize a business related vehicle as part of the operation of the business with a rated gross vehicle weight rate capacity in excess of 10,000 pounds, according to the manufacturer's classification.

(i) The home-based business shall not require any business related vehicle visits by delivery trucks or vehicles with a rated gross vehicle rate capacity in excess of 20,000 pounds, according to the manufacturer's classification. The business shall not have more than 6 business related vehicle deliveries per week.

(j) The home-based business shall not exceed 5 patron-related vehicles per day, or a maximum of 25 patron- or business-related vehicles per week, whichever is greater. Not more than 2 patron vehicles may be present at one time. The proprietor will provide adequate off-street parking on the property where the use is located. Parking areas shall not be used in determining gross floor area.

(k) The hours of operation of the business involving visitors or employees shall be between the hours of 8:00 a.m. and 8:00 p.m.

(l) No hazardous substances shall be used or stored as part of a home-based business except normal use for household purposes.

(m) There shall be no evidence of a home-based business, other than a sign consistent with the requirements of Subchapter VIII, which indicates that a dwelling or accessory building is being utilized in part for any purpose other than a dwelling or accessory building.

(4) Larger Scale Home Based Businesses; Conditional Use And Land Use Permit. Larger-scale home-based businesses which exceed the restrictions of subsec. (3) may be permitted as an accessory use to an existing residential use on the same lot or parcel in the EA, RC, and AG zoning districts provided they comply with the following standards and after the approval of a conditional use by the Town

Board and a land use permit has been issued by the Town Zoning Administrator.

(a) There shall be no more than 2 full-time equivalent employees that are not an occupant of the residential dwelling on the same lot or parcel of the home-based business.

(b) The home-based business shall not utilize a floor area exceeding 50% of the combined gross floor area of a dwelling unit and any accessory buildings(s) and in no case shall the floor area utilized exceed 1,200 square feet.

(c) Any structural addition to the home for the purposes of operating a home-based business shall be designed, and appear residential in character, so that the addition can readily be repurposed for residential uses at such time that the home-based business is no longer operating.

(d) Retail sales or services shall be of goods grown, produced, assembled, or for services rendered on the premises. Sales of products not produced on the premises are permitted only when these sales are incidental to, and part of, the principal function of the home-based business.

(e) There shall be no outdoor storage or display of equipment, materials, or stock.

(f) The home-based business shall not cause any odor, dust, smoke, vibration, light, or noise that can be detected beyond the property line.

(g) All mechanical equipment used in conjunction with the home-based business shall be operated within a structure.

(h) The home-based business shall not utilize a business related vehicle as part of the operation of the business with a rated gross vehicle weight rate capacity in excess of 20,000 pounds, according to the manufacturer's classification.

(i) The home based business shall not require any business related vehicle visits by delivery trucks or vehicles with a rated gross vehicle rate capacity in excess of 45,000 pounds, according to the manufacturer's

classification. The business shall not have more than 6 business related vehicle deliveries per week.

(j) The home-based business shall not exceed 10 patron or business related vehicles per day, or a maximum of 50 patron vehicles per week, whichever is greater. Not more than 10 patron vehicles shall be present at one time, and the proprietor will provide adequate off-street parking on the property where the use is located.

(k) The hours of operation of the business involving visitors or employees shall be between the hours of 8:00 a.m. and 5:00 p.m.

(L) No hazardous substances shall be used or stored as part of a home-based business except normal use for household purposes.

(m) There shall be no evidence of a home-based business other than a sign consistent with the requirements of Subchapter VII, which indicates that a dwelling or accessory building is being utilized in part for any purpose other than a dwelling or accessory building.

1.0621 Junkyard: secondary standards.

(1) This standard does not allow operation of any facility which would require a landfill permit or license from the Wisconsin Department of Natural Resources. All junkyards are conditional uses.

(2) Operation Proposal. The operator of a junkyard shall submit a written proposed operations plan description to the Town Zoning Administrator pertaining to the proposed operation. The description shall include the types and quantities of materials to be stored or salvaged, where materials are to be hauled to and from and over what roads, proposed hours and days of operation, and any special measures that will be used for spill prevention, waste fluid storage, and control and environmental protection, and assurance that the site will be developed and operated in accordance with all approved plans. The

From: Amy Bernards [<mailto:amybernards@yahoo.com>]
Sent: Friday, November 01, 2019 10:40 AM
To: Kory Anderson <kanderson@generalengineering.net>
Cc: banderson@townofwestport.org; Mark Jankowski <mjankowski@generalengineering.net>
Subject: Re: 4895 Easy Street Zoning Questions

This is great, thank you!

Are we able to have a few small farm animals in addition to the Small Business?

Small
business

Amy Bernards

Global Entrepreneur at A Bold Entrepreneur

📞 608.228.9591 ✉ amybernards@yahoo.com

<https://www.amybernards.com/>

On Friday, November 1, 2019, 10:12:24 AM CDT, Kory Anderson <kanderson@generalengineering.net> wrote:

Amy,

Sorry that I didn't get back to you sooner. Based on your questions from yesterday, this is what I have found in the Town's zoning ordinance that relates to your property:

If you rezone to SFR (Single Family Residential) and can meet the following criteria for your business, this would be considered a "small scale" home-based business and would be considered a permitted use:

- (a) There shall be no more than one full-time equivalent employee that is not an occupant of the residential dwelling on the same lot or parcel of the home-based business.
- (b) The home-based business shall not utilize a floor area exceeding 30% of the combined gross floor area of a dwelling unit and any accessory building and in no case shall the floor area utilized exceed 800 square feet.
- (c) Any structural addition to the home for the purposes of operating a home-based business shall be designed, and appear residential in character, so that the addition can readily be repurposed for residential uses at such time that the home-based business is no longer operating.
- (d) Retail sales or services shall be of goods grown, produced, assembled, or for services rendered on the premises. Sales of products not produced on the premises are permitted only when these sales are incidental to, and part of, the principal function of the home-based business.

(e) There shall be no outdoor storage or display of equipment, materials, or stock.

(f) The home-based business shall not cause any odor, dust, smoke, vibration, light, or noise that can be detected beyond the property line.

(g) All mechanical equipment used in conjunction with the home-based business shall be operated within a structure.

(h) The home-based business shall not utilize a business related vehicle as part of the operation of the business with a rated gross vehicle weight rate capacity in excess of 10,000 pounds, according to the manufacturer's classification.

(i) The home-based business shall not require any business related vehicle visits by delivery trucks or vehicles with a rated gross vehicle rate capacity in excess of 20,000 pounds, according to the manufacturer's classification. The business shall not have more than 6 business related vehicle deliveries per week.

(j) The home-based business shall not exceed 5 patron-related vehicles per day, or a maximum of 25 patron- or business-related vehicles per week, whichever is greater. Not more than 2 patron vehicles may be present at one time. The proprietor will provide adequate off-street parking on the property where the use is located. Parking areas shall not be used in determining gross floor area.

(k) The hours of operation of the business involving visitors or employees shall be between the hours of 8:00 a.m. and 8:00 p.m.

(l) No hazardous substances shall be used or stored as part of a home-based business except normal use for household purposes.

(m) There shall be no evidence of a home-based business, other than a sign consistent with the requirements of Subchapter VIII, which indicates that a dwelling or accessory building is being utilized in part for any purpose other than a dwelling or accessory building.

Regarding the animals, based on a 7.5 acre lot, according to the applicable zoning ordinance, you are allowed 5 animal units which consists of 5 times any of the following:

(a) One horse, pony or mule;

(b) One Cow or steer;

(c) Ten Sheep or goats;

(d) Ten Llamas;

(e) Ten Alpacas;

(f) Four hogs;

(g) 100 rabbits.

(h) 100 hens and chicks.

For the future pool, this would be considered a structure which would require a building permit and would have to meet the required setbacks.

I think this answers all of your questions. If not, please let me know. I understand you will be in front of the Town of Westport Plan Commission on November 11th.

Thanks,

Kory D. Anderson, P.E.

Vice President | **General Engineering Company**

916 Silver Lake Drive | PO Box 340 | Portage, WI 53901

P 608-742-2169 | F 608-742-2592 | C 608-697-8001

kanderson@generalengineering.net

www.generalengineering.net

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RE: 4895 Easy Street Zoning Questions

From: Kory Anderson (kanderson@generalengineering.net)

To: amybernards@yahoo.com

Date: Friday, November 1, 2019, 11:16 AM CDT

You are limited to one sign, 16 square feet in size, top of sign can only be 6ft off the ground.

Sign

Thanks,

Kory D. Anderson, P.E.

Vice President | General Engineering Company

916 Silver Lake Drive | PO Box 340 | Portage, WI 53901

P 608-742-2169 | F 608-742-2592 | C 608-697-8001

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From: Amy Bernards [mailto:amybernards@yahoo.com]
Sent: Friday, November 01, 2019 11:13 AM
To: Kory Anderson <kanderson@generalengineering.net>
Subject: Re: 4895 Easy Street Zoning Questions

One last thing...

Could you please tell me the requirements if we hung a small sign on the outside of the building? It would not be visible until someone was on our property, not visible from the street.

Thank you.

Amy Bernards

Global Entrepreneur at A Bold Entrepreneur

608.228.9591 amybernards@yahoo.com

<https://www.amybernards.com/>

On Friday, November 1, 2019, 10:44:52 AM CDT, Kory Anderson <kanderson@generalengineering.net> wrote:

Yes, it's enumerated in my email below.

Animals

Thanks,

Kory D. Anderson, P.E.

Vice President | General Engineering Company

916 Silver Lake Drive | PO Box 340 | Portage, WI 53901

P 608-742-2169 | F 608-742-2592 | C 608-697-8001

kanderson@generalengineering.net

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The addressee understands that the use of any project related electronic media constitutes acceptance of the above conditions.

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October 21, 2019

To Whom it May Concern,

We purchased our new home at 4895 Easy Street on September 27, 2019. We were told by the homeowners and by our Realtor, Jenny Bunbury Johnson, that the outbuilding was zoned commercial. We knew of the plumber that worked his business out of this building.

Because of this, we chose to sell our home in Kilkenny Farms and close our Retail Shop on Main Street in Waunakee, so that we could move our business back home. We have been made aware, as of October 18th, that our outbuilding is not zoned for a retail space.

My husband and I both have careers in Law Enforcement and the medical field. Lake Life Company was created by our children and has been our creative outlet for the last four years. Most of our business is done by e-commerce, online and through our wholesale channel. Our new business model would be continuing our online sales and having our shop open to our customers 1-2 weekends per month. There is a parking lot on site and we have already discussed this plan with our neighbors directly across Easy Street. Our retail hours would be on a very limited basis, as we no longer want to run a retail business in the same model that we had. We will not have employees and already have a large insurance policy in place that protects our business and others.

We ask that you please consider changing our zoning to make this possible. Owning a retail space in Waunakee was not as we had hoped, with negativity from competitors and a large overhead in renting a space. We have a large following in Dane County and feel that limited retail hours are still a great asset to our community and the mission that we serve. We offer large contributions to local youth sports and clubs, as well as Law Enforcement agencies throughout Dane County. We are also supporters of other Entrepreneurs and offer free classes and training to help them start their own businesses.

In the two weeks since we have moved in, we have made huge improvements to the building and will continue to improve the land and buildings to bring awareness to living on a farm and rural living. My husband was born and raised in Waunakee and we have made it our home for the last 13 years. Our first Waunakee home was in the Nature Valley subdivision.

Thank you for your consideration.

Amy Bernards, Owner of Lake Life Company

608.228.9591

divein@shoplakelifeco.com



Town of Westport GIS



SCALE: 1 = 376'

Town of Westport
5387 Mary Lake Road
Waunakee, WI 53597
(608) 849-4372

DISCLAIMER: The Town of Westport does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.

Print Date: 10/31/2019