

REVISED

City of Oconomowoc Common Council

**Tuesday, July 21, 2020 - 7:30 PM
City Hall - Council Chambers**



Notice: If a person with a disability requires that the meeting be accessible or that materials at the meeting be in an accessible format, call the City Clerk's office at least 48 hours in advance to request adequate accommodations. Tel: 569-2186

- 1. Call to Order and Confirmation of Appropriate Meeting Notice**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Approval of Meeting Minutes – June 16, 2020 Minutes Unavailable due to Software Issues**
- 5. Comments/Suggestions from Citizens**
 - a. **Presentation / Update / Discussion on COVID-19**
 - b. **Citizen Comments**
- 6. Consent Agenda (Items listed under the Consent Agenda are considered in one motion - a Council member may request to remove an item):**
 - a. Licenses
 - b. Ireland Farms Extraterritorial Certified Survey Map Located at N67 W34891 County Road K, Town of Oconomowoc
 - c. Meadowlands Extraterritorial Preliminary Subdivision Plat Located on the SW Corner of Hwy K & Road J, Town of Oconomowoc
 - d. Budget Amendment for 2020 Grants/Donations Received - 01/1/20 to 06/30/20
- 7. Plan Commission**
 - a. Consider/act on Tower Ridge Condominium Plat Located at 265 Thurow Drive
- 8. Staff Reports**
- 9. Reports and Comments from the Aldermen**
- 10. Reports and Comments from the Mayor**
- 11. Adjourn**

LICENSE APPROVALS

Honorable Mayor and Common Council:

July 21, 2020

The following license applications have been received by the City Clerk, accompanied by the proper fee and approved by the Oconomowoc Police Department:

Bartender (Operator) License Requests: (July 22, 2020 through June 30, 2021)

Fleet Farm
Emily K. Konczal

Kwik Trip #446
Kenneth M. Bolvin
Tasha E. Jochman

Pizza Hut
Jonathan G. Preston

Special Class "B" Picnic License Requests:

Rock River HOG Chapter
Saturday, August 1, 2020 (Waukesha County Sheriff's K9 Motorcycle Ride)
Wednesday, August 5, 2020 (Bike Night)
Saturday, August 8, 2020 (Rummage Sale & Bike Show w/ Bikes, Brews & BBQ)
(at Wisconsin Harley Davidson)

Planning Staff Report

City of Oconomowoc

Plan Commission – 7/8/2020

Ireland Farm Land Division

Certified Survey Map – One Lot Land Division

Summary: The applicant a certified survey map for a one lot land division at N67 W34891 County Road K. This area falls within the City's extraterritorial platting review authority in the Town of Oconomowoc, so therefore both the Plan Commission & Common Council must review and act on the document.

Property Location: N67 W34891 County Road K

Property Owners: Ireland Farms LLC
3891 Schefflera Drive
North Fort Myers, FL 33917

Applicant: Jon Spheeris
175 E. Wisconsin Avenue
Oconomowoc, WI 53066

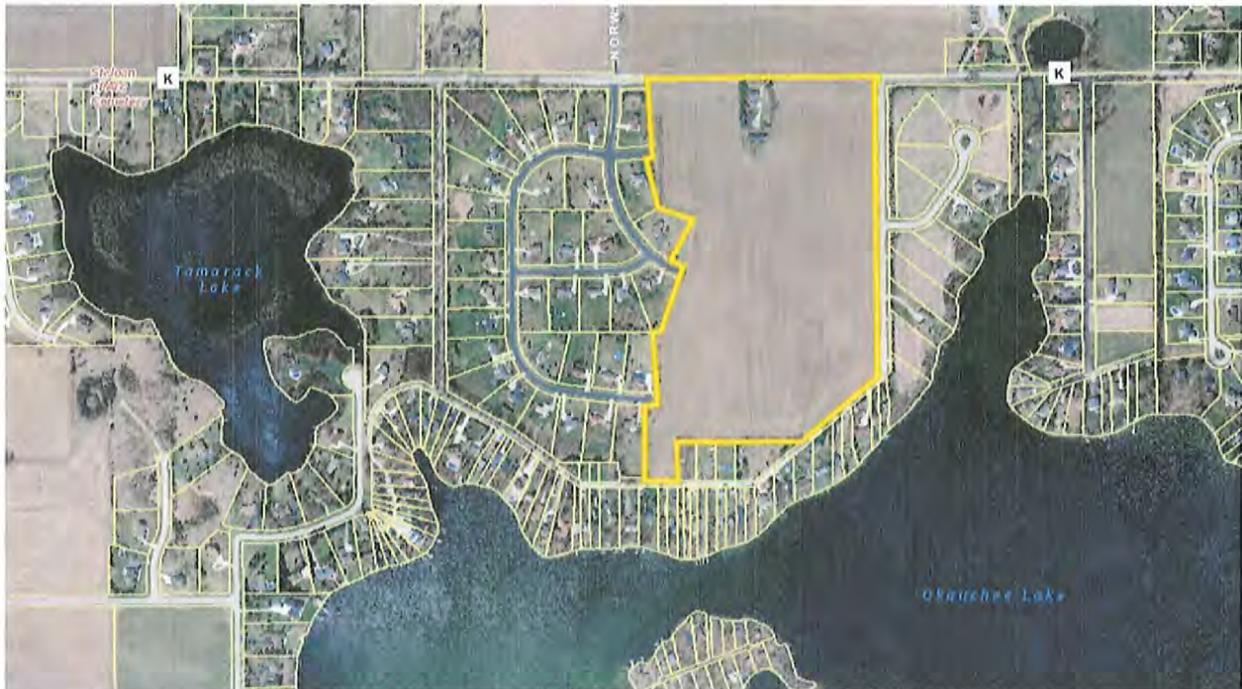


General Location Map

The subject property is less than three (3) miles from the City of Oconomowoc Boundary, therefore falls within the City's extraterritorial platting jurisdiction area. The lands are approximately 5500 linear feet from Brown Street or a little over one mile from the City's closest lands.

CSM Review:

The applicant is asking to divide the existing house away from the surrounding vacant lands. The entire parcel is currently 46.85 acres. The applicant is proposing to create a lot being 1.07 acres with the remnant parcel being 45.78 acres. The proposed lot size will be consistent with other lots in the area. The proposed lot will be rectangular in shape and has over 200' of frontage on County Truck Highway K. The CSM document is dedicating 50' from centerline along CTH K for public road purposes. The existing outbuildings will be razed. The existing house is served by private well and septic and no requires no changes to the well and septic.

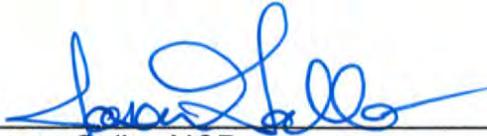


Final Thoughts:

Staff has no concerns with the proposed land division. The lot will be for the existing house and will be dividing off the remaining farmland for residential development purposes. The lot will be dedicating land (.26 acres) for public road purposes and there is no need for public sewer or public water. The lot road frontage, shape and size are appropriate. The outbuildings that encroach over the lot lines will be razed.

Staff Recommendation: Plan Commission forward the Ireland Farms CSM at N67 W34891 CTH K, to the Common Council with a recommendation to approve the land division.

Submitted by: _____


Jason Gallo, AICP
City Planner/Zoning Administrator



STAFF RECOMMENDATION FORM TYPE OF REQUEST: **CSM - E.T.Z.**

PROJECT NAME: **IRELAND FARMS LAND DIVISION**
 TAX KEY NO.: **TOWN OF OCONOMOWOC**
 PROJECT ADDRESS/LOCATION: **NG7 W34891 COUNTY ROAD K**

RECOMMENDATION SIGNATURES

CITY PLANNER: *[Signature]* Date: **6-18-20**
 Comments:

CITY ENGINEER: *[Signature]* Date: **6-29-20**
 Comments: **NO TECHNICAL REVIEW**

DIRECTOR OF PUBLIC WORKS: *[Signature]* Date: **06.30.20**
 Comments:

WASTEWATER: *[Signature]* Date: **6-29-20**
 Comments:

WATER: *[Signature]* Date: **6/30/20**
 Comments:

ELECTRIC: *[Signature]* Date: **6-29-20**
 Comments:

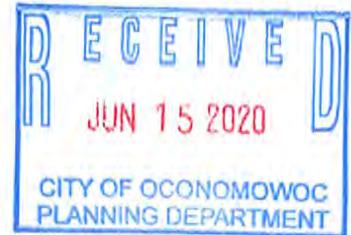
PARKS, RECREATION & FORESTRY: *[Signature]* Date: **6-23-20**
 Comments:

POLICE CHIEF: *[Signature]* Date: **6.22.20**
 Comments:

FIRE: *[Signature]* Date: **6-29-20**
 Comments:

DIRECTOR OF FINANCE: *[Signature]* Date: **6-30-20**
 Comments:

ECONOMIC DEVELOPMENT DIRECTOR: *[Signature]* Date: **6-23-20**
 Comments:



Development Application

Department of City Planning
 174 E. Wisconsin Avenue Oconomowoc, WI
 www.oconomowoc-wi.gov | 262.569.2166

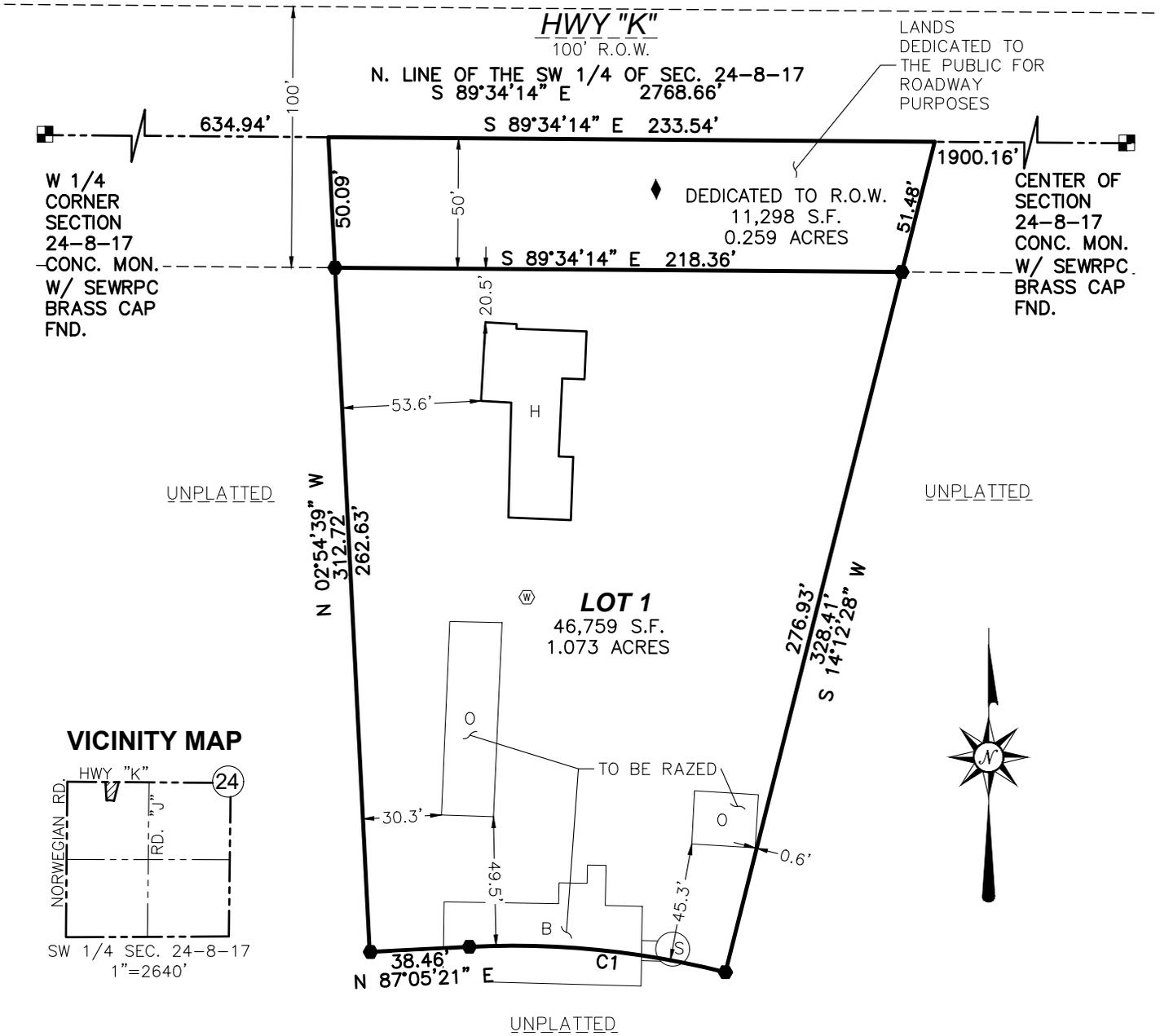
X	Description	Administrative Fee
	Administrative Design Review	\$ 75.00
	Major Design Review	\$ 75.00
	Conditional Use Permit	\$ 500.00
	Zoning Determination Letter	\$ 100.00
	Temporary Use Permit	\$ 75.00
	Temporary Use Permit - Renewal	No Charge
	Variance	\$ 425.00
	Special Exceptions	\$ 425.00
	Appeals of Zoning Administrator	\$ 300.00
	Zoning Map Amendment (From _____ To _____)	\$ 425.00
	Zoning Text Amendment	\$ 425.00
	Comprehensive Plan Amendment	\$ 300.00
	Planned Development District Step 1: Pre-application Conference Step 2: Concept Plan Review Step 3: General Development Plan Review	No Charge
		\$ 75.00
		\$ 200.00
	Preliminary or Final Plat Review	\$ 75.00
X	Certified Survey Map or Extraterritorial Plat/CSM Review	\$ 75.00
<p>*NOTE: Administrative filing fees are due at the time an application is filed with the City Clerk's Office and are not refundable. In addition to the Administrative fees, City Staff time (City Engineer, City Planner & City Attorney) will be charged back to the applicant. The Applicant will receive monthly invoices of payments due.</p>		
Date: 6-15-2020		
Project/Business Name: Ireland Farm		
Address/Location: N67W34891 County Road K		
City, State, Zip Code: Oconomowoc, WI, 53066		
Proposed Use of Property: Single Family Residence		
Applicant: Jon Spheeris	Property Owner: Ireland Farms LLC	
Address: 175 E Wisconsin Ave STE A	Address: 3891 Schefflers Dr	
City/State/Zip: Oconomowoc WI 53066	City/State/Zip: North Fort Myers	
Phone: 262-490-5558	Phone: 414-745-4136	
E-mail: jon@cb-elite.com	E-mail: Rireland99@yahoo.com	
Signature: <i>Jon Spheeris</i>	Signature: <i>Robert J. Ireland</i>	

This form is not valid unless signed by Owner or Agent under a written power-of-attorney (please provide). I, Owner/one of the Owner's of the property, declare that this application (including any accompanying documents) has been examined by me and to the best of my knowledge and belief is true, correct and complete. I further accept all liability, which may be a result of the City of Oconomowoc relying on this information I am providing in this application.

PRELIMINARY

WAUKESHA CO. CERTIFIED SURVEY MAP NO. _____

UNPLATTED LANDS BEING PART OF THE NW 1/4 OF THE SW 1/4 OF SECTION 24, TOWN 8 NORTH, RANGE 17 EAST,
TOWN OF OCONOMOWOC, WAUKESHA COUNTY WISCONSIN.

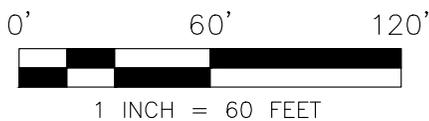


CURVE #	RADIUS	DELTA	ARC DIST	CHORD DIST	CHORD BEARING	TANGENT IN	TANGENT OUT
C1	333.00'	17°07'07"	99.49'	99.12'	N 84°21'06" W	N 75°47'32" W	S 87°05'21" W

BEARINGS BASED ON GRID NORTH OF THE WISCONSIN COUNTY COORDINATE SYSTEM WAUKESHA COUNTY, ZONE GRID NAD 83 (2011) AND REFERENCED TO THE NORTH LINE OF THE SW 1/4 OF SEC. 24-8-17 MEASURED AS S 89°34'14" E.

LEGEND

- SECTION CORNER MONUMENT
- ⊗ WELL
- OUTBUILDING
- SILO
- H HOUSE
- B BARN
- SET 0.75" O.D. X 18" REBAR WEIGHING 1.502 LBS/FT.
- ◆ DRIVEWAY LOCATION



PREPARED FOR:
IRELAND FARMS, LLC
3891 SCHEFFLERA DR.
NORTH FORT MYERS, FL 33917

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

REV 06/10/2020
DATED 02/28/2020
JOB #19157

THIS INSTRUMENT WAS DRAFTED BY MATTHEW T. O'ROURKE, S-2771 SHEET 1 OF 5

WAUKESHA CO. CERTIFIED SURVEY MAP NO. _____
UNPLATTED LANDS BEING PART OF THE NW 1/4 OF THE SW 1/4 OF SECTION 24, TOWN 8 NORTH, RANGE 17 EAST,
TOWN OF OCONOMOWOC, WAUKESHA COUNTY WISCONSIN.

SURVEYOR'S CERTIFICATE:

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

THAT I HAVE SURVEYED, DIVIDED AND MAPPED UNPLATTED LANDS BEING PART OF THE NW 1/4 OF THE SW 1/4 OF SECTION 24, TOWN 8 NORTH, RANGE 17 EAST, TOWN OF OCONOMOWOC, WAUKESHA COUNTY WISCONSIN. DESCRIBED AS FOLLOWS:

COMMENCING AT THE WEST CORNER OF SECTION 24, TOWN 8 NORTH, RANGE 17 EAST; THENCE S 89°34'14" E, ALONG THE NORTH LINE OF THE SOUTHWEST 1/4 OF SECTION 24, TOWN 8 NORTH, RANGE 17 EAST, 634.94 FEET TO THE POINT OF BEGINNING; THENCE S 89°34'14" E, ALONG THE SAID NORTH LINE OF THE SOUTHWEST 1/4 OF SECTION 24, 233.54 FEET; THENCE S 14°12'28" W, 328.41 FEET; THENCE ALONG A CURVE TO THE LEFT HAVING AN ARC LENGTH OF 99.49 FEET, A RADIUS OF 333.00 FEET, A DELTA ANGLE OF 17°07'07", AND A CHORD BEARING N 84°21'06" W FEET, 99.12 FEET; THENCE S 87°05'21" W, 27.46 FEET; THENCE N 02°54'39" W, 312.72 FEET TO THE SAID NORTH LINE OF THE SOUTHWEST 1/4 OF SECTION 24, WHICH IS ALSO THE POINT OF BEGINNING.

LANDS AS DESCRIBED HAVING AN AREA OF 58,057 SQUARE FEET OR 1.333 ACRES.

THAT I HAVE MADE SAID SURVEY BY THE DIRECTION OF IRELAND FARMS LLC 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 WAUKESHA COUNTY, THE TOWN OF OCONOMOWOC, AND CITY OF OCONOMOWOC (EXTRATERRITORIAL) IN SURVEYING, DIVIDING, AND MAPPING THE SAME.

DATED THIS _____ DAY OF _____, 20_____.

MATTHEW T. O'ROURKE, S-2771

WAUKESHA CO. CERTIFIED SURVEY MAP NO. _____

UNPLATTED LANDS BEING PART OF THE NW 1/4 OF THE SW 1/4 OF SECTION 24, TOWN 8 NORTH, RANGE 17 EAST,
TOWN OF OCONOMOWOC, WAUKESHA COUNTY WISCONSIN.

CORPORATE OWNER'S CERTIFICATE OF DEDICATION:

IRELAND FARMS, LLC, A CORPORATION DULY ORGANIZED AND EXISTING UNDER AND BY VIRTUE OF THE LAWS OF THE STATE OF WISCONSIN, AS OWNER, DOES HEREBY CERTIFY THAT SAID CORPORATION CAUSED THE LAND DESCRIBED ON THIS PLAT TO BE SURVEYED, DIVIDED, MAPPED, AND DEDICATED AS REPRESENTED ON THIS PLAT. IRELAND FARMS, LLC, DOES FURTHER CERTIFY THAT THIS PLAT IS REQUIRED BY S.236.10 OR S.236.12 TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION: WAUKESHA COUNTY, TOWN OF OCONOMOWOC, AND CITY OF OCONOMOWOC (EXTRATERRITORIAL).
IN WITNESS WHEREOF, IRELAND FARMS, LLC, HAS CAUSED THESE PRESENTS TO BE SIGNED

BY: _____, ITS PRESIDENT, AND COUNTERSIGNED BY _____,

ITS _____,

AT _____ WISCONSIN, AND ITS CORPORATE SEAL TO BE HEREUNTO AFFIXED ON

THIS _____, DAY OF _____, 20_____.

IN THE PRESENCE OF:

CORPORATE TITLE: _____

PRINT NAME: _____

SIGNED: _____

COUNTERSIGNED BY TITLE: _____

PRINT NAME: _____

SIGNED: _____

CORPORATE OWNER'S NOTARY CERTIFICATE

STATE OF _____)

COUNTY) SS

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

(NOTARY SEAL) _____ WISCONSIN

NOTARY PUBLIC, _____,

MY COMMISSION EXPIRES _____.

WAUKESHA CO. CERTIFIED SURVEY MAP NO. _____

UNPLATTED LANDS BEING PART OF THE NW 1/4 OF THE SW 1/4 OF SECTION 24, TOWN 8 NORTH, RANGE 17 EAST, TOWN OF OCONOMOWOC, WAUKESHA COUNTY WISCONSIN.

CONSENT OF CORPORATE MORTGAGEE

_____, 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 DEDICATION OF THE LAND DESCRIBED ON THIS PLAT, AND DOES HEREBY CONSENT TO THE ABOVE CERTIFICATE OF _____, OWNER.

IN WITNESS WHEREOF, THE SAID _____ HAS CAUSED THESE PRESENTS TO BE SIGNED BY, _____ ITS _____, AND COUNTERSIGNED BY, _____ ITS _____, AT _____ WISCONSIN, AND ITS CORPORATE SEAL TO BE HEREUNTO AFFIXED THIS _____ DAY OF _____, 20____.

IN THE PRESENCE OF: _____ (CORPORATE SEAL)

CORPORATE NAME

PRINT TITLE: _____ DATE _____

PRINT TITLE: _____ DATE _____

CORPORATE MORTGAGEE NOTARY CERTIFICATE

STATE OF WISCONSIN) _____ COUNTY)SS

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

(NOTARY SEAL) _____ NOTARY PUBLIC, _____, WISCONSIN

MY COMMISSION EXPIRES _____.

WAUKESHA CO. CERTIFIED SURVEY MAP NO. _____

UNPLATTED LANDS BEING PART OF THE NW 1/4 OF THE SW 1/4 OF SECTION 24, TOWN 8 NORTH, RANGE 17 EAST,
TOWN OF OCONOMOWOC, WAUKESHA COUNTY WISCONSIN.

TOWN PLAN OF OCOMONOWOC COMMISSION APPROVAL

APPROVED BY THE PLAN COMMISSION OF THE TOWN OF OCONOMOWOC, THIS _____ DAY OF _____, 20__.

ROBERT B. PEREGRINE – CHAIRPERSON

JAMES NAVIN – SECRETARY

TOWN BOARD OF OCONOMOWOC APPROVAL

APPROVED BY THE TOWN BOARD OF THE TOWN OF OCONOMOWOC, THIS _____ DAY OF _____, 20__.

ROBERT C. HULTQUIST – CHAIRPERSON

LORI OPITZ – CLERK

CITY OF OCONOMOWOC PLANNING COMMISSION (EXTRATERRITORIAL)

THIS LAND DIVISION IS HEREBY APPROVED BY THE CITY OF OCONOMOWOC PLAN COMMISSION THIS
_____ DAY OF _____, 20__.

ROBERT P. MAGNUS, CHAIRMAN

CHRIS DEHNERT, SECRETARY

CITY OF OCONOMOWOC COMMON COUNCIL (EXTRATERRITORIAL)

THIS LAND DIVISION IS HEREBY APPROVED BY THE CITY OF OCONOMOWOC COMMON COUNCIL THIS
____ DAY OF _____, 20__.

ROBERT P. MAGNUS, MAYOR

DIANE COENEN, CLERK

WAUKESHA COUNTY DEPARTMENT OF PARKS & LAND USE

THE ABOVE, WHICH HAS BEEN FILED FOR APPROVAL AS REQUIRED BY CHAPTER 236 OF THE WISCONSIN
STATE STATUTES, IS HEREBY APPROVED ON THIS _____ DAY OF _____, 20 ____.

DALE R. SHAVER, DIRECTOR

Planning Staff Report

City of Oconomowoc

Plan Commission – 7/8/2020

The Meadowlands Subdivision

Preliminary Plat

Summary: The applicant submitted a request for approval of a preliminary plat of Ireland Farm, to be known as The Meadowlands Subdivision. The development would create 31 single-family residential lots on 46.85 acres

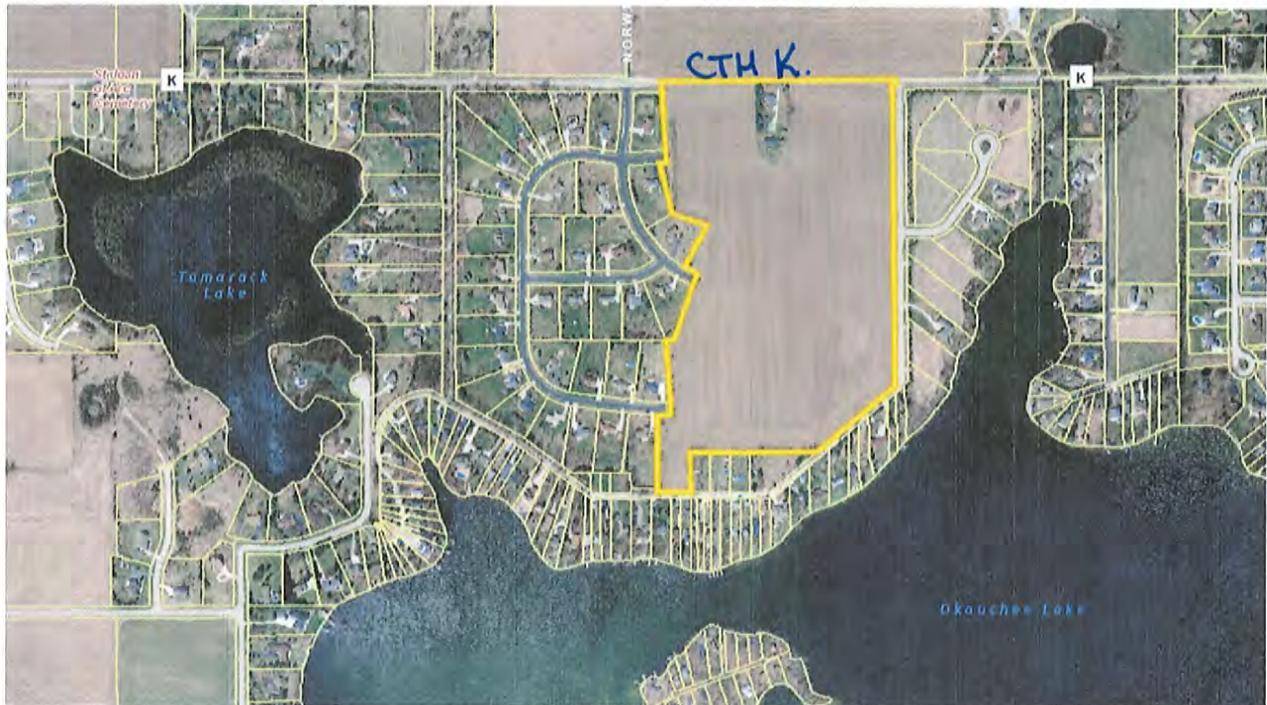
Property Location: N67 W34891 County Road K, just over one mile from the City.

Property Owner: Ireland Farms LLC
3891 Schefflera Drive
North Fort Myers, FL 33917

Applicant: Jon Spheeris
175 E. Wisconsin Avenue
Oconomowoc, WI 53066

Existing Land Use: Vacant – Farmland

Proposed Land Use: 31 Single-Family homes (30 vacant lots + Lot 4, containing an existing house)



Location Map

History

No history regarding past applications to report.

Compliance with City's Comprehensive Plan

The area for the proposed subdivision was not identified in the City's Comprehensive Plan as future City area. There is no specific land designation for this land, meaning it was not anticipated to come into the City. The lands are located with the City's Extraterritorial platting area. City land is just over one mile to the east along CTH K.

Layout

The layout proposes 31 single-family lots. Of these, 30 will be vacant lots and one will contain the existing dwelling, to be known in the future as lot 4. The subdivision access will be on Road J, directly across from Shoreview Court. The three abutting Town roads of Baltic Pass, Norwegian Road and Ireland Drive will all be extended. Every lot will have frontage on a public road.

Stormwater Management

Stormwater plan was not reviewed by City Staff. Outlots 1, 2, 3, and 4 are areas set aside for stormwater management purposes.

Other review Agencies

The Town, Waukesha County, State and City are all reviewing this plat. The City is not completing a technical review, but reviewing per the City's extraterritorial platting jurisdiction.

Review Timelines

Staff determined the application was complete on June 16, 2020 (date of application submittal). Per State Statutes, the City has 90 days to act on the preliminary plat. The Plan Commission and Common Council must act no later than September to meet the plat timeframes or the plat is deemed approved. The plat may be approved or denied. The timeframe may be extended upon permission granted by the applicant.

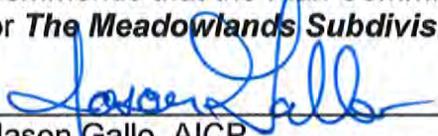
General Comments:

- There will be no City public water or public sewer to serve this development.
- The lots range from .83 acres (lot 3) to 1.45 acres (lot 21), average around 1 acre.
- Overall density is 1.51 acres per residential unit (46.85 acres / 31 lots).
- There will be no new driveway cuts directly to CTH K.

Recommendation

Planning Staff recommends that the Plan Commission **recommend approval** of the preliminary plat for ***The Meadowlands Subdivision***.

Submitted by: _____


Jason Gallo, AICP
City Planner/Zoning Administrator



STAFF RECOMMENDATION FORM TYPE OF REQUEST: **PRELIMINARY PLAT ETZ**

PROJECT NAME: **THE MEADOWLANDS - SUBDIVISION PLAT**

TAX KEY NO.: **TOWN OF OCONOMOWOC**

PROJECT ADDRESS/LOCATION: **SOUTHWEST CORNER HWY K & ROAD J**

RECOMMENDATION SIGNATURES

CITY PLANNER: *[Signature]* Date: **6-18-20**

Comments:

CITY ENGINEER: *[Signature]* Date: **6-29-2020**

Comments:

DIRECTOR OF PUBLIC WORKS: *[Signature]* Date: **06.30.20**

Comments:

WASTEWATER: *[Signature]* Date: **6-29-20**

Comments:

WATER: *[Signature]* Date: **6/30/20**

Comments:

ELECTRIC: *[Signature]* Date: **6-29-20**

Comments:

PARKS, RECREATION & FORESTRY: *[Signature]* Date: **6-23-20**

Comments: **With 1650 STREET TREE PLANT WITHIN APPROPRIATE**

POLICE CHIEF: *[Signature]* Date: **6-22-20**

Comments:

FIRE: *[Signature]* Date: **6-29-20**

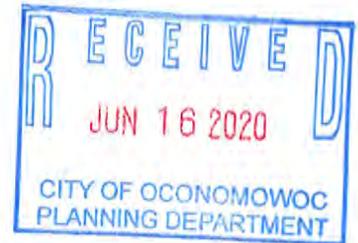
Comments:

DIRECTOR OF FINANCE: *[Signature]* Date: **6-30-20**

Comments:

ECONOMIC DEVELOPMENT DIRECTOR: *[Signature]* Date: **6-23-20**

Comments:



Development Application

Department of City Planning
 174 E. Wisconsin Avenue Oconomowoc, WI
 www.oconomowoc-wi.gov | 262.569.2166

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Date: 6-15-2020

Project/Business Name: Ireland Farm

Address/Location: N67 W 34891 County Road K

City, State, Zip Code: Oconomowoc WI 53066

Proposed Use of Property: Subdivision Plat

Applicant: Jon Spheris	Property Owner: Ireland Farms LLC
Address: 175 E Wisconsin Ave STE A	Address: 3891 Schefflera Dr
City/State/Zip: Oconomowoc WI 53066	City/State/Zip: North Fort Myers FL
Phone: 262-490-5558	Phone: 414-745-4136
E-mail: jon@cpelite.com	E-mail: Ireland99@yahoo.com
Signature: <i>Jon Spheris</i>	Signature: <i>Robert J. [unclear]</i>

This form is not valid unless signed by Owner or Agent under a written power-of-attorney (please provide). I, Owner/one of the Owner's of the property, declare that this application (including any accompanying documents) has been examined by me and to the best of my knowledge and belief is true, correct and complete. I further accept all liability, which may be a result of the City of Oconomowoc relying on this information I am providing in this application.

**PRELIMINARY PLAT
THE MEADOWLANDS**
UNPLATTED LANDS BEING PART GOVERNMENT LOT 3 OF THE SW 1/4 AND THE NW 1/4 OF THE SW 1/4 OF SECTION 24, TOWN 8 NORTH, RANGE 17 EAST, TOWN OF OCONOMOWOC, WAUKESHA COUNTY WISCONSIN.

DEVELOPER:
THE SPHERIS GROUP, LLC
JON SPHERIS
175 E. WISCONSIN AVE., SUITE A
OCONOMOWOC, WI 53066
262-261-0758

ENGINEER:
LAKE COUNTRY ENGINEERING
ROB DAVY
970 S. SILVER LAKE STREET, SUITE 105
OCONOMOWOC, WI 53066
262-569-9331

SURVEYOR:
LANDTECH SURVEYING, LLC
JOHN DOWNING
111 W. SECOND ST.
OCONOMOWOC, WI 53066
262-367-7599

REVIEWING AUTHORITIES:
• TOWN OF OCONOMOWOC
• WAUKESHA COUNTY DEPT. OF PARKS & LAND USE
• WI DEPARTMENT OF ADMINISTRATION
• CITY OF OCONOMOWOC (EXTRATERRITORIAL)

TOTAL PARCEL AREA
INCLUDING HWY "K" & ROAD "J" R.O.W.
45.51 ACRES (1,982,226 S.F.)
LESS HWY "K" & ROAD "J" R.O.W. 44.13
ACRES (1,922,266 S.F.)

CURRENT ZONING
A-T AGRICULTURAL TRANSITION DISTRICT

PROPOSED ZONING
R-2 RESIDENTIAL DISTRICT

BUILDING LOCATION
• ROAD SETBACK 35'
• OFFSET 20'
(SEE LOT 1 FOR DETAIL)

LOT SIZE
• MINIMUM AREA: 30,000 S.F.
• MINIMUM AVERAGE WIDTH: 120'

**BEARINGS BASED ON GRID NORTH OF THE
WISCONSIN COUNTY COORDINATE SYSTEM
WAUKESHA COUNTY, ZONE GRID NAD 83
(2011) AND REFERENCED TO THE NORTH
LINE OF THE SW 1/4 OF SEC. 24-8-17
MEASURED AS S 89°34'14" E.**

VERTICAL DATUM IS NAVD 88 (GEOID 12A)

NOTES:

- EACH INDIVIDUAL LOT OWNER SHALL HAVE AN UNDIVIDED FRACTIONAL OWNERSHIP IN OUTLOT NO. 1, 2, 3 AND 4. WAUKESHA COUNTY SHALL NOT BE LIABLE FOR ANY FEES OR SPECIAL CHARGES IN THE EVENT THEY BECOME THE OWNER OF ANY LOT OR OUTLOT IN THE SUBDIVISION BY REASON OF TAX DELINQUENCY. PORTIONS OF OUTLOTS 1, 2 AND 3 SHALL BE USED FOR STORM WATER MANAGEMENT FACILITIES.
- EXISTING CONTOUR INFORMATION WAS FIELD SURVEYED BY LANDTECH SURVEYING, LLC. THIS DEVELOPMENT WILL BE SERVED BY PRIVATE WELLS AND SEPTIC SYSTEMS.
- ALL LOTS HAVE AT LEAST A 120' MINIMUM AVERAGE WIDTH.
- THERE WAS NO OBSERVED EVIDENCE OF ANY ARCHEOLOGICAL FEATURES ON THIS PROPERTY.
- THERE SHALL BE NO VEHICULAR ACCESS ALLOWED FROM ANY LOT OR OUTLOT TO HWY "K" AND ROAD J, EXCEPT FOR LOT 32.
- THE HEIGHT OF ALL PLANTINGS, BERMS, FENCES, SIGNS OR OTHER STRUCTURES WITHIN THE VISION CORNER EASEMENT IS LIMITED TO 24 INCHES ABOVE THE ELEVATION OF THE CENTER OF THE INTERSECTION. NO ACCESS TO ANY ROADWAY SHALL BE PERMITTED WITHIN THE VISION CORNER EASEMENT.
- SEE DOCUMENT NO. 811649 FOR DEEDED LEGAL DESCRIPTION.

SURVEYORS DESCRIPTION

UNPLATTED LANDS BEING PART OF GOVERNMENT LOT 3 OF THE SOUTHWEST 1/4 AND THE NORTHWEST 1/4 OF SECTION 24, TOWN 8 NORTH, RANGE 17 EAST, TOWN OF OCONOMOWOC, WAUKESHA COUNTY, WISCONSIN; LANDS BEING DESCRIBED AS FOLLOWS: COMMENCING AT THE WEST 1/4 CORNER OF SECTION 24, TOWN 8 NORTH, RANGE 17 EAST, THENCE S 89°34'14" E, ALONG THE NORTH LINE OF THE SOUTHWEST 1/4 OF SAID SECTION 24, 170.17 FEET, TO THE POINT OF BEGINNING; THENCE S 89°34'14" E, ALONG THE SAID NORTH LINE, 464.77 FEET; THENCE S 02°54'39" E, 312.72 FEET; THENCE N 87°05'21" E, 38.46 FEET; THENCE ALONG A TANGENT CURVE TO THE RIGHT HAVING AN ARC LENGTH OF 99.49 FEET, A RADIUS OF 333.00 FEET, A DELTA ANGLE OF 17°07'07", AND A CHORD BEARING S 84°21'06" E, 99.12 FEET; THENCE N 14°12'28" E, 328.41 FEET, TO THE NORTH LINE OF THE SOUTHWEST 1/4 OF SAID SECTION 24; THENCE S 89°34'14" E, ALONG THE SAID NORTH LINE SECTION SECTION 24, 485.85 FEET, TO THE WEST RIGHT OF WAY OF ROAD J; CONTINUING ALONG THE WEST RIGHT OF WAY OF ROAD J FOR THE FOLLOWING 4 COURSES: (1) THENCE S 00°36'30" W, 24.75 FEET; (2) THENCE N 89°34'14" W, 18.00 FEET; (3) THENCE S 00°36'30" W, 1511.03 FEET; (4) THENCE S 50°51'27" W, 512.85 FEET; THENCE N 89°18'20" W, 638.96 FEET; THENCE S 00°45'07" W, 200.00 FEET, TO THE NORTH RIGHT OF WAY OF ROAD J; THENCE N 89°18'20" W, ALONG THE NORTH RIGHT OF WAY OF ROAD J, 167.92 FEET, TO THE EAST LINE OF NORWEGIAN MEADOWS SUBDIVISION; CONTINUING ALONG THE EAST LINE OF NORWEGIAN MEADOWS SUBDIVISION FOR THE FOLLOWING 11 COURSES: (1) THENCE N 01°35'19" E, 387.59 FEET; (2) THENCE ALONG A CURVE TO THE LEFT HAVING AN ARC LENGTH OF 65.26 FEET, A RADIUS OF 781.69 FEET, A DELTA ANGLE OF 04°47'00", AND A CHORD BEARING N 89°11'49" E, 65.24 FEET; (3) THENCE N 03°11'41" W, 374.80 FEET; (4) THENCE N 84°20'29" E, 44.36 FEET; (5) THENCE N 20°39'54" E, 352.46 FEET; (6) THENCE ALONG A CURVE TO THE RIGHT HAVING AN ARC LENGTH OF 72.50 FEET, A RADIUS OF 450.00 FEET, A DELTA ANGLE OF 09°13'51", AND A CHORD BEARING N 64°43'11" W, 72.42 FEET; (7) THENCE N 29°53'44" E, 241.08 FEET; (8) THENCE N 71°20'41" W, 190.00 FEET; (9) THENCE N 12°31'08" W, 258.15 FEET; (10) THENCE ALONG A CURVE TO THE RIGHT HAVING AN ARC LENGTH OF 35.87 FEET, A RADIUS OF 350.00 FEET, A DELTA ANGLE OF 05°52'17", AND A CHORD BEARING N 84°09'10" E, 35.85 FEET; (11) THENCE N 02°54'41" W, 405.80 FEET TO THE POINT OF BEGINNING; DESCRIBED LANDS HAVING AN AREA OF 2,040,282 SQUARE FEET OR 46.84 ACRES.

LEGEND

- SECTION CORNER MONUMENT FOUND 1" IRON PIPE OR NOTED EXISTING STOP GRADE
- CMPC CULVERT
- POWER POLE
- GUY WIRE
- TV PED
- WELL
- SEPTIC VENT
- ELECTRIC POU
- EXISTING CONTOUR
- OUTBUILDING
- HOUSE
- SILO
- BARN
- DRAIN
- VISION CORNER EASEMENT
- SOIL BORE
- TREE LINE
- OVERHEAD UTILITY



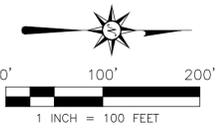
LAND SURVEYING • LAND PLANNING
111 W. SECOND STREET
OCONOMOWOC, WI 53066
WWW.LANDTECHWI.COM
(262) 367-7599

CURVE #	RADIUS	ARC DIST	CHORD DIST	CHORD BEARING
C1	333.00	99.49	99.12	S 84°21'06" E
C2	781.69	65.26	65.24	N 89°11'49" E
C3	450.00	72.50	72.42	N 64°43'11" W
C4	350.00	35.87	35.85	N 84°09'10" E

SURVEYOR'S CERTIFICATION:

I HEREBY CERTIFY THAT I HAVE SURVEYED THE ABOVE DESCRIBED PROPERTY AND THE ABOVE MAP IS A TRUE REPRESENTATION THEREOF AND SHOWS THE SIZE AND LOCATION OF THE PROPERTY, ITS EXTERIOR BOUNDARIES, THE LOCATION OF ALL VISIBLE STRUCTURES AND DIMENSIONS OF ALL PRINCIPAL BUILDINGS THEREON, BOUNDARY FENCES, APPARENT EASEMENTS, ROADWAY AND VISIBLE ENCROACHMENTS, IF ANY. THIS SURVEY IS MADE FOR THE EXCLUSIVE USE OF THE PRESENT OWNERS OF THE PROPERTY, AND ALSO THOSE WHO PURCHASE, MORTGAGE, OR GUARANTEE, THE TITLE THERETO WITHIN ONE (1) YEAR FROM DATE HEREOF.

SIGNED: JOHN D. DOWNING, PROFESSIONAL LAND SURVEYOR S-2939



REVISED 05/12/2020
REVISED 02/13/2020
11/27/2019
PROJ. NO: 19157
SHEET 1 OF 1



MEMORANDUM

FINANCE

Date: July 14, 2020
To: Finance Committee, City Council, and Mayor Magnus
From: Laurie Sullivan, Finance Director
Re: Budget Amendment for Grants and Donations to the City

RELATES TO THE STRATEGIC PLAN

Strategic Goal- N/A

BACKGROUND

The following unbudgeted grants/donations were awarded and funds received during the first two quarters of 2020. A budget entry is recommended to allow for the additional revenue and expense.

ADDITIONAL ANALYSIS

N/A

FINANCIAL IMPACT

Grants and Donations received include:

Donations for 4th of July fireworks, downtown tree lighting, dollars to the Library for Hotspots and Notebook computers for Career Kits, and Explorer passes.

The City received funds from Commercial Condos for tree replacement, and funding from the State for the 2020 Employee Wellness Program.

RECOMMENDATION

Recommend approval of budget adjustment for collection of unbudgeted grants and donations to the City.

SUGGESTED MOTION

Motion to approve the Consent Agenda which includes the budget amendments for donations and grants awarded to the City.

City of Oconomowoc
Grants/Donations Received
1/1/20-6/30/20

The following unbudgeted grants/donations were awarded and funds received during the first two quarters of 2020. A budget entry is recommended to allow for the additional revenue and expense.

<u>Granting Organization</u>	<u>Description</u>	<u>Grant/ Donation Amount</u>	<u>Revenue Account</u>	<u>Expense Account</u>
Lucinda Rosandich	Explore Passes	152.43 *	100-408-8501-506	100-506-6100-320
Silver Circle Sports Events	Downtown Tree Lighting	1,000.00 *	100-408-8501-507	100-507-7520-340
Bank Five Nine	4th of July Fireworks	1,000.00 *	100-408-8501-507	100-507-7520-210
Oconomowoc Area Foundation	Hotspots for Career Kits	600.00 *	100-408-8505-506	100-506-6100-226
Oconomowoc Area Foundation	Notebook computers for Career Kits	444.97 *	100-408-8505-506	100-506-6100-345
Commercial Condos	City Tree Replacement	7,185.00 *	100-408-8506-507	100-507-7610-410
Lake Country Municipal Court	Public Safety Facility Change Order	5,986.00	408-408-8900-503	408-503-3100-822
State of Wisconsin EFT	2020 Employer Wellness Program	1,000.00	720-403-3532-509	720-579-0500-341
Total		\$ 17,368.40		

* Amount in excess of budget donation revenue

Planning Staff Report

City of Oconomowoc

Plan Commission – 7/8/2020

Tower Ridge Condominiums

Condominium Plat

Summary: The applicant submitted a condominium plat to change the ownership status of the Tower Ridge Apartments to Tower Ridge Condominiums. By converting the apartment building to condominium, the owner can sell the individual units, and the units will then be owner occupied.

Property Location: 265 Thurow Drive

Property Owner: David Hoffmann
P.O. Box 180552
Delafield, WI 53018

Applicant: Same as Owner

Zoning: RMH; Residential High Density



Location Map

Condominium Plat Review:

The City's subdivision ordinance (Chapter 18) requires that Condominium Plat be approved with the same process as final subdivision plats. That approval included recommendation by the Plan Commission and final approval by the Common Council.

This plat consists of one existing building, containing a total of 27 units. The three-story building was approved under a site plan approval as apartment units. The building has been constructed and there is demand for condominium units. The owner would like to sell these as individual units, with a price point between \$235,000 and \$290,000. If people are not interested in buying, they can rent and the units would then be sold in the future as they become available. The applicant, David Hoffman currently owns all the units. By platting the units, he has the flexibility to sell or rent the units.

Parking:

The number of parking stalls remains the same as the previously approved apartment site plan. Each unit has at least 2 parking stalls. There are 31 parking stalls on the lowest level of the building, there are 15 enclosed garage parking, and there is 36 surface parking stalls. There are 82 parking stalls on site.

Review / Approval Process:

The documents must be reviewed and approved by the City Plan Commission and Common Council. After approval the document would be recorded at the Waukesha County Register of Deeds office. Individual tax key numbers would then be assigned to the various units. Upon assigning a tax key number the units could be sold to private parties.

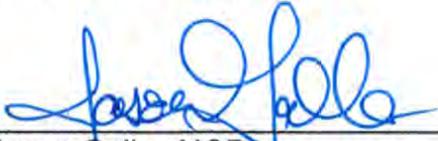
Technical Review:

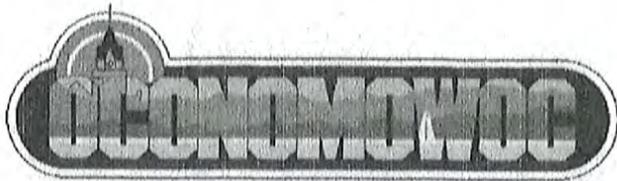
There is an on-site detention facility for the stormwater run-off. This area is required to be maintained over time. With one owner, it is easy to understand who is responsible for the pond. The ownership of the pond would shift to 27 separate owners responsible for the future maintenance of the stormwater basin. The stormwater maintenance agreement will be attached to the Condo covenants and restrictions. Each owner will be provided the documents and will be told of the responsibility of the future maintenance of this facility. No other technical concerns were noted by Staff.

Recommendation:

Plan Commission **recommend approval** for the Condominium Plat for the Tower Ridge Condominiums at 265 Thurow Drive.

Submitted by: _____


Jason Gallo, AICP
City Planner/Zoning Administrator



STAFF RECOMMENDATION FORM TYPE OF REQUEST: **CONDOMINIUM PLAT**

PROJECT NAME: **TOWER RIDGE CONDOMINIUMS**

TAX KEY NO.: **0000 0564.187.040**

PROJECT ADDRESS/LOCATION: **265 THURLOW DRIVE**

RECOMMENDATION SIGNATURES

CITY PLANNER: *Javier Gallo* Date: **6-18-20**

Comments:

CITY ENGINEER: *Stanley A. Singh* Date: **6-29-2020**

Comments:

DIRECTOR OF PUBLIC WORKS: *David Singh* Date: **06.30.20**

Comments:

WASTEWATER: *the J. Sol* Date: **6-29-20**

Comments:

WATER: *W. Sol* Date: **6/30/20**

Comments:

ELECTRIC: *Jim [unclear]* Date: **6-29-20**

Comments:

PARKS, RECREATION & FORESTRY: *[Signature]* Date: **6-23-20**

Comments: **PARK IMPACT FEES ??**

POLICE CHIEF: *[Signature]* Date: **6-29-20**

Comments:

FIRE: *Andy [unclear]* Date: **6-29-20**

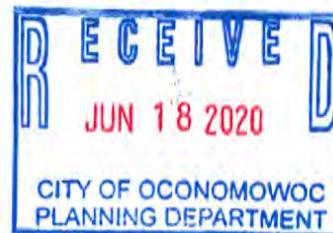
Comments:

DIRECTOR OF FINANCE: *[Signature]* Date: **6-30-20**

Comments:

ECONOMIC DEVELOPMENT DIRECTOR: *[Signature]* Date: **6-23-20**

Comments:



Development Application

Department of City Planning
 174 E. Wisconsin Avenue Oconomowoc, WI
 www.oconomowoc-wi.gov | 262.569.2166

X	Description	Administrative Fee
	Administrative Design Review	\$ 75.00
	Major Design Review	\$ 75.00
	Conditional Use Permit	\$ 500.00
	Zoning Determination Letter	\$ 100.00
	Temporary Use Permit	\$ 75.00
	Temporary Use Permit - Renewal	No Charge
	Variance	\$ 425.00
	Special Exceptions	\$ 425.00
	Appeals of Zoning Administrator	\$ 300.00
	Zoning Map Amendment (From _____ To _____)	\$ 425.00
	Zoning Text Amendment	\$ 425.00
	Comprehensive Plan Amendment	\$ 300.00
	Planned Development District Step 1: Pre-application Conference	No Charge
	Step 2: Concept Plan Review	\$ 75.00
	Step 3: General Development Plan Review	\$ 200.00
X	Preliminary or Final Plat Review CONDO	\$ 75.00
	Certified Survey Map or Extraterritorial Plat/CSM Review	\$ 75.00

*NOTE: Administrative filing fees are due at the time an application is filed with the City Clerk's Office and are not refundable. In addition to the Administrative fees, City Staff time (City Engineer, City Planner & City Attorney) will be charged back to the applicant. The Applicant will receive monthly invoices of payments due.

Date: **6-18-20**

Project/Business Name: **TOWER RIDGE CONDOMINIUMS**

Address/Location: **265 THURLOW DRIVE**

City, State, Zip Code: **OCONOMOWOC, WI 53066**

Proposed Use of Property: **CONDO**

Applicant:	Property Owner: DAVID HOFFMANN
Address:	Address: P.O. Box 180552
City/State/Zip: SAME AS OWNER →	City/State/Zip: NELSFIELD, WI 53018
Phone:	Phone: 262-391-7475
E-mail:	E-mail: dphoff123@gmail.com
Signature:	Signature: <i>[Handwritten Signature]</i>

This form is not valid unless signed by Owner or Agent under a written power-of-attorney (please provide). I, _____, Owner/Agent of the Owner's of the property, declare that this application (including any accompanying documents) has been examined by me and to the best of my knowledge and belief is true, correct and complete. I further accept all liability, which may be a result of the City of Oconomowoc relying on this information I am providing in this application.



June 18, 2020

RE: Tower Ridge Condominiums

Jason Gallo
City Planner
City of Oconomowoc
174 East Wisconsin Avenue
Oconomowoc, Wisconsin 53066

Planning Commission:

We are asking for approval to convert Tower Ridge Apartments to condominium units. Tower Ridge is a 27-unit three-story building with elevator, underground parking, exterior garages, and surface parking. All units are two-bedroom, two-bath ranging in size from 1225 SqFt to 1475 SqFt. Separate meters exist for all utilities except water.

There is a demand for new condominiums with elevator and underground parking in a more affordable price range. Prices will start at \$235,000 to \$290,000. Most new condo prices start at \$400,000 and up. We believe a market exists for new, entry level units that offer an elevator with underground parking.

Regards,

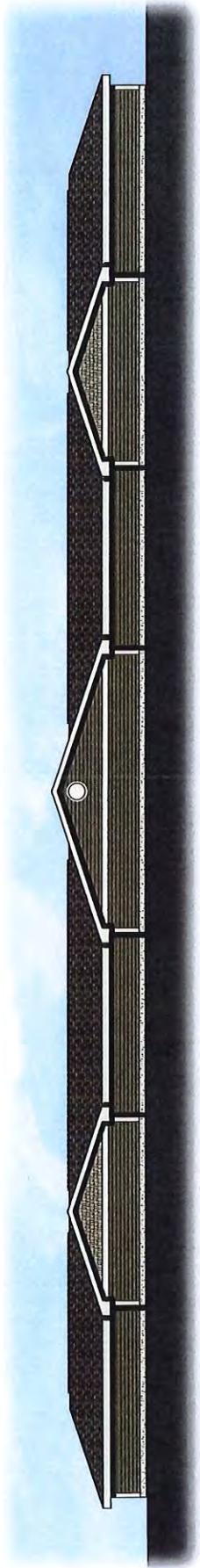
A handwritten signature in black ink that reads "David Hoffmann". The signature is fluid and cursive, written over the printed name.

David Hoffmann
Hoffmann Management LLC

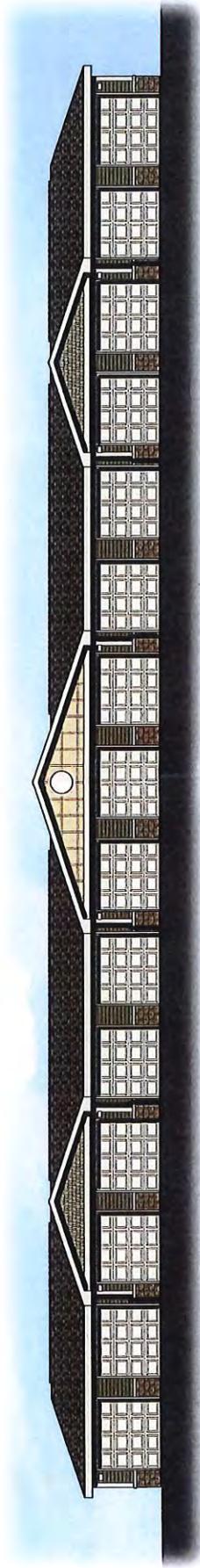




END ELEVATION



REAR ELEVATION



FRONT ELEVATION

TOWER RIDGE
15 STALL GARAGE
BUILDING 002



TBI ASSOCIATES, INC.
ARCHITECTS
1500 W. 10TH AVENUE, SUITE 100
DENVER, CO 80202
JANUARY 3RD, 2019

THE CONDOMINIUM PLAT OF
TOWER RIDGE CONDOMINIUM
 BEING PART OF OUTLOT 3 THURLOW'S GOLDEN VIEW ESTATES LOCATED
 IN THE SE 1/4 SEC 33 T8N R17E,
 IN THE CITY OF OCONEGOWIC, WAUKESHA COUNTY, WISCONSIN

LEGAL:
 Being a part of Outlot 3 of Thurlow's Golden View Estates, located in the Southeast 1/4 of the Southeast 1/4 of Section 33, T8N, R17E, City of Oconogowic, Waukesha County, Wisconsin bounded and described as follows:
 Commencing at the Southeast corner of said Section 33, thence S89°43'52" W along the South line of said Section 33 a distance of 210.33 feet; thence N00°01'12" E, S05.40 feet to the Southeast corner of Outlot 3 of Thurlow's Golden View Estates and the point of beginning of the lands to be described; thence S89°43'51" W along the South line of said Outlot 3 a distance of 176.28 feet; thence N28°53'05" W along the Southwestern line of said Outlot 3 a distance of 353.77 feet; thence N54°26'16" E, 113.95 feet; thence N02°18'09" W, 68.14 feet to the North line of Outlot 3 of Thurlow's Golden View Estates; thence N89°29'14" E along said North line 257.37 feet to the East line of Outlot 3 of Thurlow's Golden View Estates; thence S00°01'12" W along East line 445.59 feet to the point beginning.

Said lands contain 118,862 square feet 2.72 acres

SURVEYOR:
 KEITH A. KINDRED, PLS S-2082
 SEH
 501 MAPLE AVE
 DELAFIELD, WI 53018
 (414) 849-8919
 KAKINDRED@SHING.COM

SURVEY FOR:
 TOWER RIDGE APARTMENTS
 LLC
 PO BOX 180652
 DELAFIELD, WI 53018
 WAUKESHA COUNTY

LOCATION MAP



SE. 1/4 SEC. 33-T8N-R17E

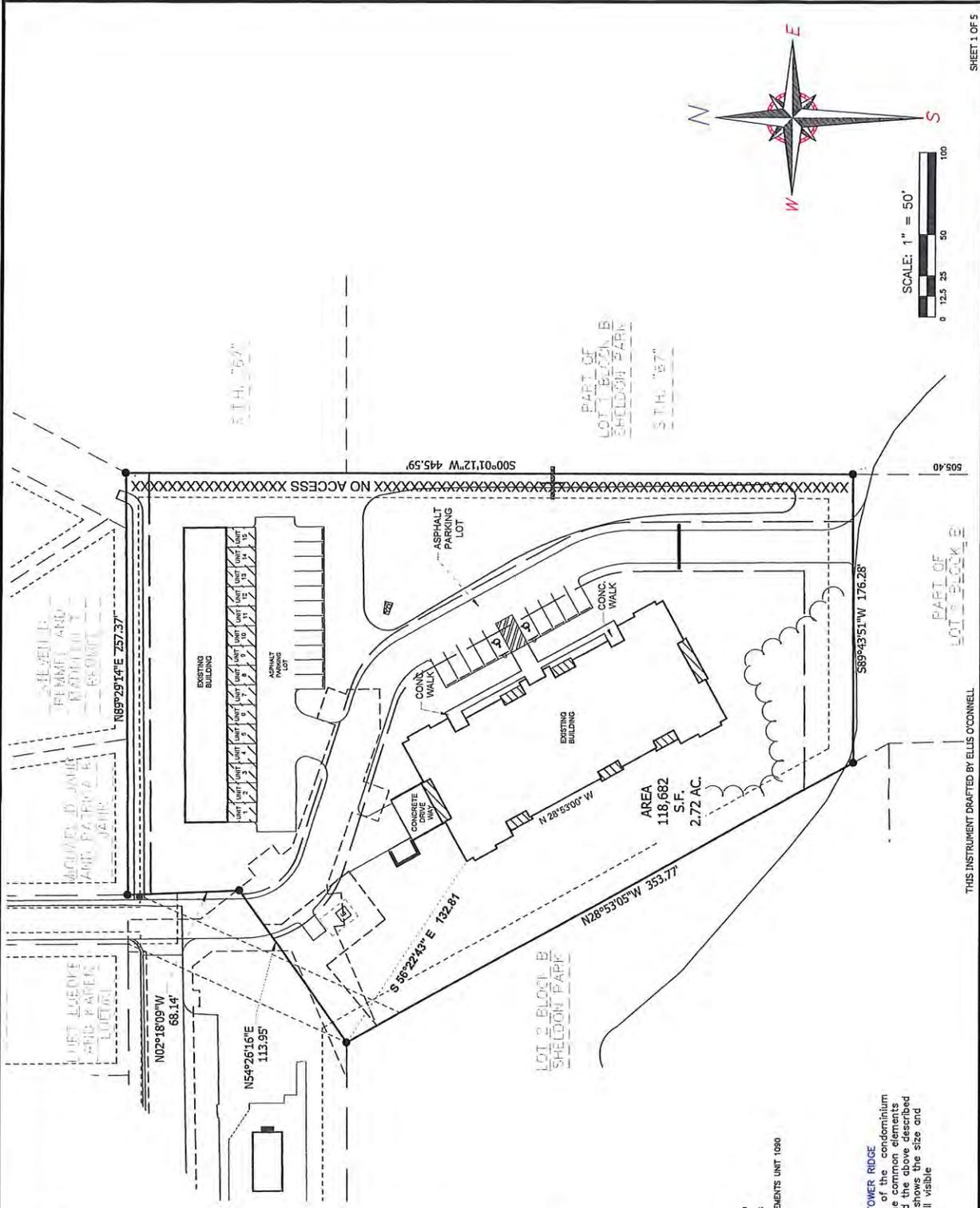
LEGEND

- - 1" IRON PIPE FOUND
- P.O.B. - POINT OF BEGINNING
- ▨ - LIMITED COMMON ELEMENTS UNIT 1080

SURVEYOR'S CERTIFICATE:

I, Keith A. Kindred, do hereby certify that the Condominium Plat of the TOWER RIDGE CONDOMINIUM, consisting of FIVE (5) sheets, is a correct representation of the condominium herein described and the identification and location of each unit and the common elements can be determined from the plat. I further certify that I have surveyed the above described plat and that the boundaries, exterior boundaries, and the location of all visible improvements, the size and

PROJECT# 153320

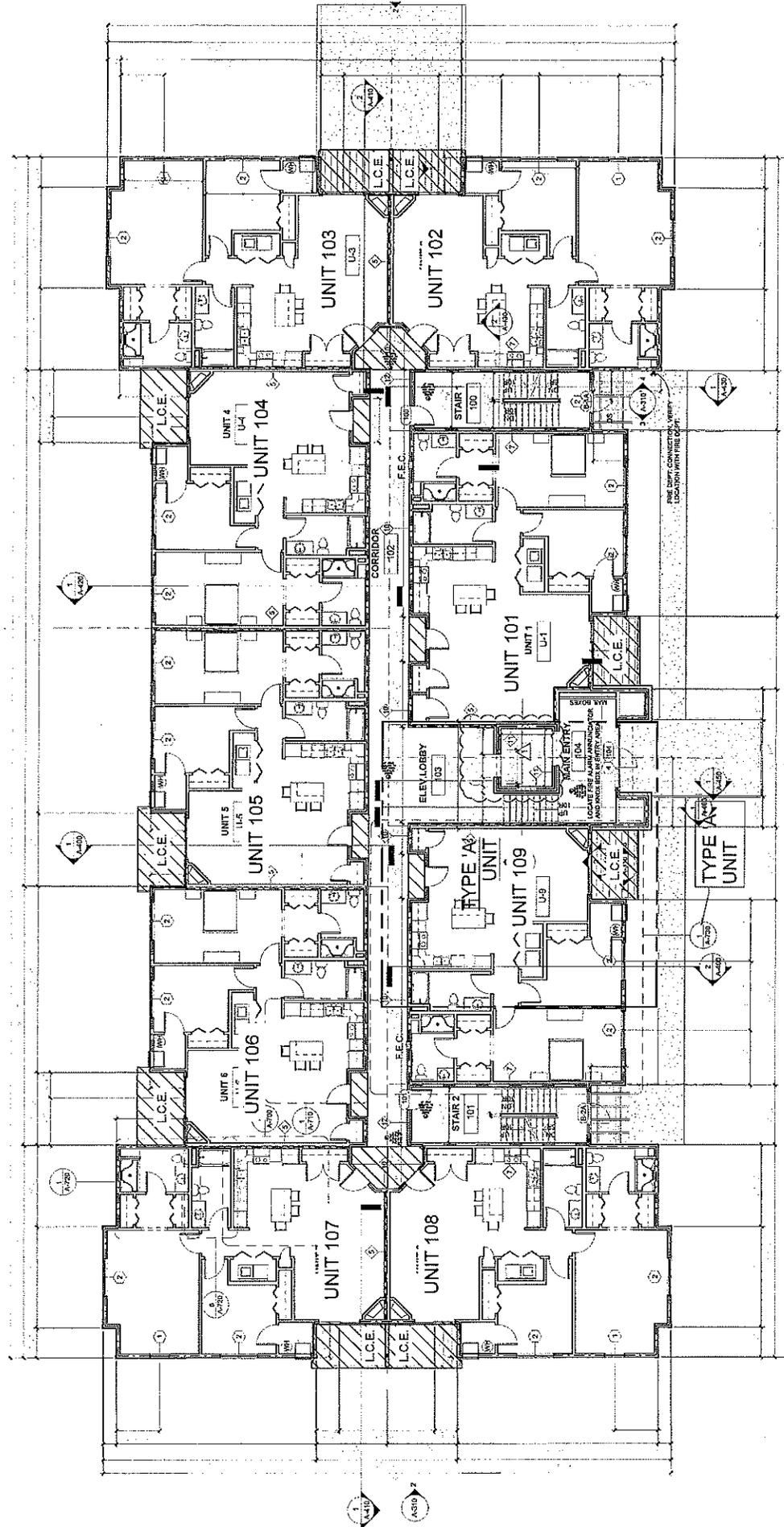


THIS INSTRUMENT DRAFTED BY ELLIS O'CONNELL

THE CONDOMINIUM PLAT OF
TOWER RIDGE CONDOMINIUM
 BEING PART OF OUTLOT 3 THRU 05 GOLDEN VIEW ESTATES LOCATED
 IN THE SE 1/4 SEC 33 T8N R17E
 IN THE CITY OF OCONOMOWOC, WAUKESHA COUNTY, WISCONSIN

FIRST FLOOR PLAN

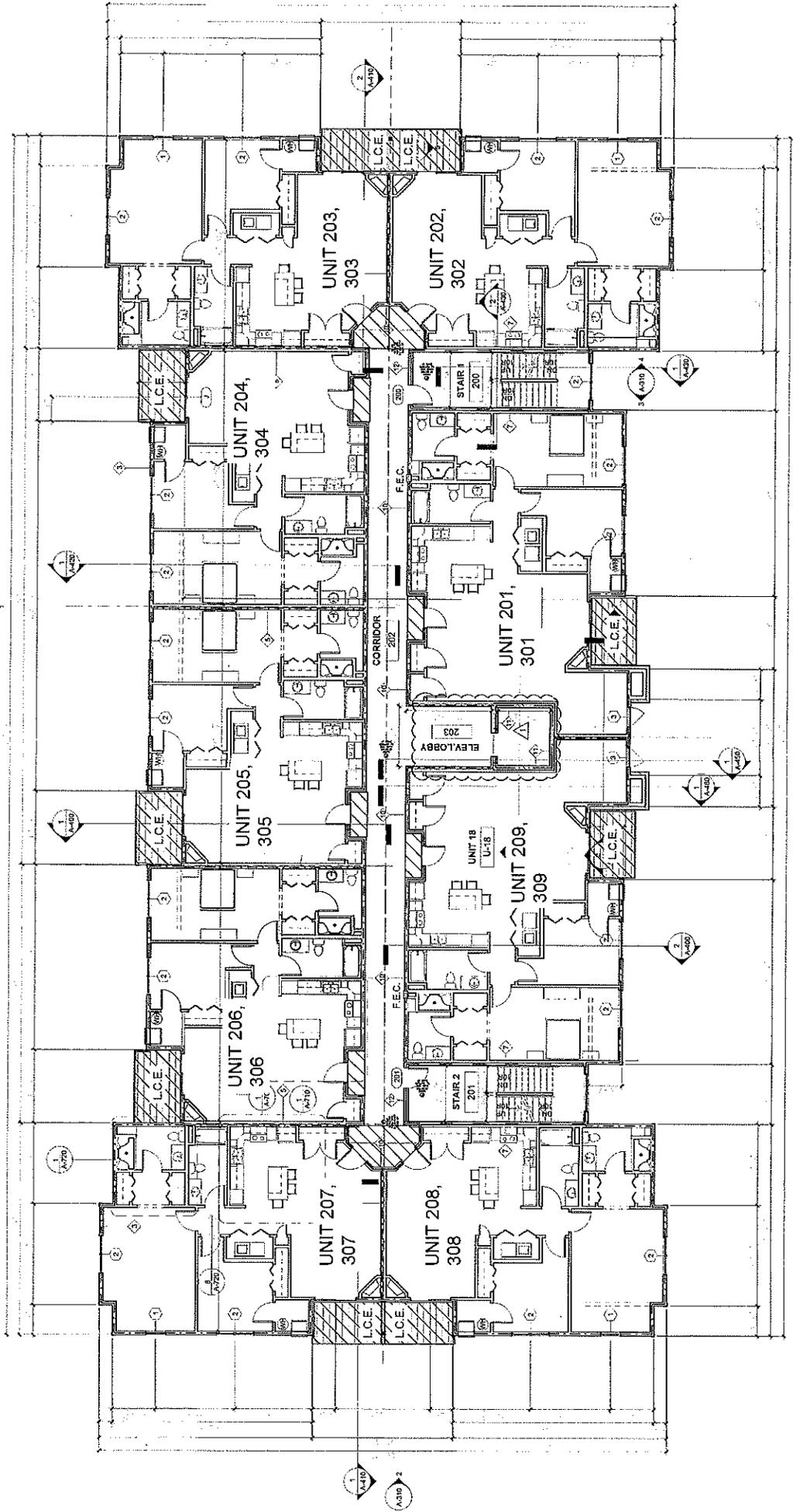
(DIMENSIONS AND AREAS ARE APPROXIMATE)
 NOT TO SCALE



THE CONDOMINIUM PLAT OF
TOWER RIDGE CONDOMINIUM
 BEING PART OF OUTLOT 3 THRU 6'S GOLDEN VIEW ESTATES LOCATED
 IN THE SE 1/4 SEC 33 T8N R12E,
 IN THE CITY OF OCONOMOWOC, WAUKESHA COUNTY, WISCONSIN

SECOND AND THIRD FLOOR PLAN
 (DIMENSIONS AND AREAS ARE APPROXIMATE)
 NOT TO SCALE

 - LIMITED COMMON ELEMENTS



THE CONDOMINIUM PLAT OF
TOWER RIDGE CONDOMINIUM
 BEING PART OF OUTLOT 3 THURLOW'S GOLDEN VIEW ESTATES LOCATED
 IN THE SE 1/4 SEC 33 T8N R17E,
 IN THE CITY OF OCONOMOWOC, WALKESHA COUNTY, WISCONSIN

GARAGE PLAN

(DIMENSIONS AND AREAS ARE APPROXIMATE)
 NOT TO SCALE



LIMITED COMMON ELEMENTS

