

1 **PLANNING, CONSERVATION AND PARKS COMMITTEE**

2
3 Public Agency Center
4 West Bend, WI

May 12, 2010
2:01p.m.

5
6 Present: Michael Bassill, Melvin Ewert, Raymond Heidtke, Michael Miller, Gerald Schulz, Peter Sorce,
7 and John Stern.

8
9 Also present: Administrator Paul Mueller, Chairperson Herbert Tennes, Assistant Administrator for Golf
10 & Parks Mike Kactro, County Engineer Scott Schmidt, Deputy Administrator Debora Sielski, GIS
11 Manager Eric Damkot, Land Resources Manager Phil Gaudet, Accounting Supervisor Kelly Cisar,
12 County Clerk Brenda Jaszewski, and County Clerk Administrative Assistant Linda Doro.

13
14 Chairperson Tennes called the meeting to order at 2:01 p.m. and read the Affidavit of Posting.

15
16 **ELECTION OF OFFICERS**

17 Moved by Mr. Ewert, seconded by Mr. Schulz to elect Mr. Stern as Chairperson, Mr. Miller as Vice-
18 Chairperson, and Mr. Heidtke as Secretary to the PCPC. Motion carried.

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20 **PLANNING, CONSERVATION AND PARKS COMMITTEE DUTIES**

21 Mr. Mueller presented the duties and procedures of the Planning, Conservation and Parks Committee.

22
23 **PUBLIC HEARING**

24 **Norman Fehring, NW ¼ , Section 10, Town of Polk - Conditional Use Permit for excavating, filling**
25 **or grading in a Shoreland/Wetland/Floodplain Zoning District** (Address: 3925 Pleasant Valley Road,
26 West Bend)

27 *Appearance: Peter Ziegler*

28 Ms. Jaszewski read the Notice of Public Hearing. Mr. Gaudet presented a plat map indicating the location
29 of the parcel owned by Norman Fehring. The owner is requesting approval of a conditional use permit to
30 construct a wildlife pond. A conditional use permit is needed because the amount of excavating is greater
31 than 15,000 square feet. The pond will be located just south of Pleasant Valley Road and just to the west
32 of Lily Road. The pond will be on the east side of Cedar Creek approximately 100 feet from the creek.
33 Cedar Creek is a class 3 waterbody per Washington County stream classification. The depth of the pond
34 will be 18 inches and have an irregular shoreline with approximate dimensions of 90 feet by 200 feet. All
35 excavated material from the pond will be placed outside of the floodway and wetland districts. Staff does
36 not object to the conditional use permit request. Erosion control measures should be installed before any
37 grading or excavating is started and maintained until permanent vegetation is established. Mr. Stern
38 opened the public hearing and there were no comments. Mr. Stern closed the public hearing. Moved by
39 Mr. Miller, seconded by Mr. Ewert to approve the Conditional Use Permit for excavating, filing or
40 grading in a Shoreland/Wetland/Floodplain Zoning District for Norman Fehring, Section 10, Town of
41 Polk. Motion carried.

42
43 **PUBLIC HEARING**

44 **Thomas J. and Michelle R. Simpson, SE ¼ , Section 33, Town of Trenton - Conditional Use Permit**
45 **for excavating, filling or grading in a Shoreland/Wetland Zoning District** (Address: 5015 S. Church
46 Road, West Bend)

47 The public hearing was postponed.

48
49 **PUBLIC HEARING**

50 **James R. and Beth A. Bellin, SE ¼ , Section 33, Town of Trenton- Conditional Use Permit for**
51 **excavating, filling or grading in a Shoreland/Wetland Zoning District** (Address: 5055 S. Church
52 Road, West Bend)

53 The public hearing was postponed.

54

PUBLIC HEARING

Erin Hills Golf Course Acquisition Company, LLC, NE ¼ , Section 18, Town of Erin - Conditional Use Permit for excavating, filling or grading in a Shoreland/Wetland Zoning District (Address: 7169 County Highway O, Hartford)

Appearance: Ben Kamps and Zach Reineking

Ms. Jaszewski read the Notice of Public Hearing. Mr. Gaudet presented a plat map indicating the location of the parcel owned by Erin Hills Golf Course Acquisition Company, LLC. The owner is requesting approval of a conditional use permit to construct a landscape pond. A conditional use permit is needed because the amount of excavating is greater than 15,000 square feet. The landscape pond will be approximately 80 to 150 in width and 500 feet in length. The proposed depth of the pond is 4 to 5 feet. The pond will be located about 50 feet from the Ashippun River at the closest point of the pond to the river. The Ashippun River is a class 2 waterbody per Washington County stream classification. A DNR permit and Land Conservation Division erosion control and stormwater permit are required. Staff has no objections to the conditional use permit, subject to no filling in the wetlands, and erosion control measures be installed before any grading or excavating is started and maintained until permanent vegetation is established. Mr. Stern opened the public hearing and there were no comments. Mr. Stern closed the public hearing. Moved by Mr. Miller, seconded by Mr. Ewert to approve the Conditional Use Permit for excavating, filling or grading in a Shoreland/Wetland Zoning District for Erin Hills Golf Course Acquisition Company, Section 18, Town of Erin, subject to no filling in the wetlands and erosion control measures be installed before any grading or excavating is started and maintained until permanent vegetation is established. Motion carried.

EISENBAHN TRAIL MARATHON PLAN APPROVAL

Appearance: Rob Johnson, West Bend YMCA and Mary Simon, Council on AODA

Mr. Johnson presented an overview of the marathon plan scheduled for August 28, 2010. Ms. Jaszewski stated certificates of insurance will need to be submitted to the County. Moved by Mr. Bassill, seconded by Mr. Sorce to approve the Eisenbahn Trail Marathon Plan as presented, subject to certificates of insurance submitted to the County. Motion carried.

LAND INFORMATION ADVISORY COMMISSION APPOINTMENTS

Moved by Mr. Ewert, seconded by Mr. Heidtke to approve the appointment of Peter Miller, Carl Rowlands, and Gerald Schulz to the Land Information Advisory Commission. Motion carried.

PLANNING AND PARKS DEPARTMENT DIVISION OVERVIEW

Geographic Information Systems Division - GIS Manager Eric Damkot

Mr. Damkot presented the roles and responsibilities of the Geographic Information Systems Division.

Golf and Parks Division - Assistant Administrator for Golf and Parks - Mike Kactro

Mr. Kactro presented the roles and responsibilities of the Golf and Parks Division.

Land Use Division - Land Resources Manager - Phil Gaudet

Mr. Gaudet presented the roles and responsibilities for the Land Use Division.

Planning Division - Deputy Administrator Debora Sielski

Ms. Sielski presented the roles and responsibilities for the Planning Division.

Administration Division

Mr. Mueller presented the roles and responsibilities for the Administration Division.

MINUTES

Moved by Mr. Miller, seconded by Mr. Schulz to approve the April 14, 2010, minutes as presented. Motion carried.

2016 CAPITAL IMPROVEMENT PLAN UPDATE - REDEPLOYMENT OF UNUSED FUNDS

Mr. Mueller presented 2011-2016 Parks Capital Improvement Plan (CIP) program.

1 2011 CIP Projects

- 2 1. Ackerman's Grove County Park - construct trail segment & sidewalk to ADA specifications -
3 \$135,000
4 2. Completion of arboretum planting & trail work at Family and Ridge Run County Parks - \$75,000
5 3. Parks & Grounds Maintenance Equipment - \$90,000
6 4. Washington County Golf Course Debt Reduction - \$200,000
7

8 Moved by Mr. Miller, seconded by Mr. Ewert to approve the 2011 CIP projects and the 2011-2016 CIP
9 Plan program as presented. Voting Aye: Mr. Ewert, Mr. Miller, Mr. Schulz; Voting No: Mr. Heidtke, Mr.
10 Stern; Abstain: Mr. Bassill, Mr. Sorce. Motion defeated.
11

12 Moved by Mr. Heidtke, seconded by Mr. Ewert to approve the 2011 CIP projects and 2011-2016 CIP
13 Plan program as amended: eliminate \$90,000 for the Parks & Grounds Maintenance equipment in 2011
14 and increase the Washington County Golf Course Debt Reduction from \$200,000 to \$290,000 in 2011.
15 Motion carried.
16

17 **CONSIDER SCHEDULING A SPECIAL PCPC MEETING FOR NEW COMMITTEE MEMBER**
18 **ORIENTATION**

19 A special PCPC meeting for new committee member orientation will be held on Wednesday, May 26,
20 2010, at 1:00 p.m.
21

22 **PRESENTATION OF GET MOVING WASHINGTON COUNTY WEBSITE AND GET**
23 **MOVING PARK TRAIL MAP**

24 The presentation was postponed until the next PCPC meeting.
25

26 **SCHEDULE COUNTY PARKS TOUR BY PCPC**

27 To be determined at a later date.
28

29 **AGENDA ITEMS FOR FUTURE MEETINGS**

- 30 • Topographic Mapping
31 • Presentation of Get Moving Washington county website and Get Moving Park Trail Map
32

33 **NEXT TENTATIVE MEETING DATE**

34 The Planning, Conservation and Parks Committee will tentatively meet on Wednesday, May 26,
35 (**corrected 6/19/10**) 2010, at 1:00 p.m. for new committee member orientation, and for its regular
36 meeting on Wednesday, June 9, 2010, at 1:00 p.m.
37

38 **ADJOURNMENT**

39 Moved by Mr. Heidtke, seconded by Mr. Sorce to adjourn the meeting at 4:10 p.m. Motion carried.
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Brenda J. Jaszewski, County Clerk