

1 **PLANNING, CONSERVATION & PARKS COMMITTEE**

2
3 Public Agency Center
4 West Bend, WI

June 11, 2008
1:57 p.m.

5
6 Present: Charlene Brady, John Jung, Daniel Knodl, Marilyn Merten, Michael Miller, Gerald Schulz, and
7 John Stern.

8
9 Also present: Administrator Paul Mueller, Land Resource Manager Phil Gaudet, County Board Chair
10 Herbert Tennes, GIS Manager Eric Damkot, Golf Superintendent Michael Kactro, and County Clerk
11 Administrative Assistant Linda Doro.

12
13 Chairperson Stern called the meeting to order at 1:57 p.m.

14
15 **PUBLIC HEARING**

16 **WILLIAM AND BARBARA HOAGLAND, NW ¼, SEC. 26, TOWN OF HARTFORD -**
17 **CONDITIONAL USE PERMIT FOR EXCAVATING, FILLING OR GRADING IN A**
18 **SHORELAND ZONING DISTRICT (ADDRESS: 5974 EAGLE POINT ROAD - RETAINING**
19 **WALLS WITHIN THE SETBACK TO THE ORDINARY HIGHWATER MARK)**

20 Appearance: William and Barbara Hoagland, and Robert Holly, RLA

21
22 Ms. Doro read the Notice of Public Hearing. Mr. Gaudet presented a plat map indicating the location of
23 the parcel owned by William and Barbara Hoagland and the proposal to construct retaining walls between
24 the lake and the house that is currently under construction. The owners had obtained an administrative
25 permit through Land Use Division staff to construct a house last year; however, the plans submitted for
26 that permit did not show a three-tier retaining wall system. The house is now constructed and a
27 determination made that a retaining wall system is necessary to stabilize the slope between house and
28 lake. Each wall as shown is not more than three feet, which is part of the code requirements for retaining
29 walls. The distance from the water at the closest point of the retaining wall system is 50 feet. The plan
30 does show numerous vegetation/plantings along the retaining walls.

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32 Mr. Stern opened the public hearing. Mr. Hoagland explained the retaining wall system is necessary due
33 to safety concerns with the high elevation of the walkout basement. Mr. Holly reported the plan submitted
34 shows a three-tier block retaining wall system but it has been changed to a three-tier outcropping retaining
35 wall system. Mr. Mueller advised Mr. Holly to submit the revised plan to Land Use Division staff. Mr.
36 Stern closed the public hearing. Mr. Gaudet stated in this particular case, staff has no objection issuing
37 the conditional use permit for a three-tier retaining wall system as long as a vegetative shoreline buffer is
38 installed between the retaining wall system and the lake.

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40 Moved by Mr. Knodl, seconded by Mr. Schulz to approve the Conditional Use permit for excavating,
41 filling, or grading in a Shoreland District for William and Barbara Hoagland in the Town of Hartford,
42 subject to the installation of a shoreline buffer, composed of trees, shrubs, and ground cover, across 50%
43 of the width of the lot at the lakefront and within 15' of the lake. Motion carried with Mr. Miller voting
44 no.

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46 **HILLTOP HIGHLAND UPDATE**

47 Appearance: Deputy County Attorney Christine Ohlis, and District 26 County Board Supervisor and
48 Village Board Representative Melvin Ewert.

49
50 Attorney Ohlis provided background on the Hilltop Associates, LLC sanitary variance and proposed
51 sewer project to serve the Hilltop Associates Development. Attorney Ohlis reported that she met with
52 the PCPC on March 2008 in closed session to discuss strategies regarding the possible litigation against
53 Hilltop Associates, LLC. Attorney Ohlis reported she has received (corrected 7/9/08) answers to her
54 questions and received a brief update regarding the sewer construction project from the attorney on behalf
55 of Mr. James Reitzner, Asset Development & Hilltop Associates, LCC. The sewer project is progressing
56 and sewer has been installed under Highway 41/45. The work offsite is approximately 70% complete on
57 the west side of the highways and just starting on the east side. The offsite work that is necessary to be
58 completed prior to hookup has been put out for bids and will be awarded next week. Work will start
59 shortly after that and by fall, this project will be completed. The next payment according to the
60 Development Agreement is due September 1, 2008.

61
62 Mr. Ewert reported on the actions taken by the Village of Germantown. It is undetermined as to how the
63 Village of Germantown will charge for the sewer lines going through that development. The Village of
64 Germantown borrowed money to put in the sewer line and Hilltop is paying the Village in two
65 installments. The first payment has been received and the next payment is due in September.

66
67 **OBJECTING AUTHORITY SUBDIVISION**

68 **Bark Lake Estates, SE ¼, Sec. 23, Village of Richfield - Preliminary Plat Review - 8 lots (Connsher**
69 **LLC - owner) - Reconsideration**

70 Appearance: Pete Hurth, Baudham, Inc.

71 Mr. Hurth presented the plat map for the eight-lot subdivision in Village of Richfield. Soil tests have been
72 conducted and approved. A stormwater retention pond will address roadway drainage. The Village of
73 Richfield has approved the preliminary plat.

1
2 Mr. Gaudet stated this area was shown as an extensive floodplain but surveying and engineering work
3 conducted reduced the amount of floodplain as per the plat submitted. There are eight lots and six of
4 those lots are suitable for A+4 mound systems. Two lots required State Inspector review and gained an
5 individual site design approval for a mound-type system.

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7 Moved by Ms. Merten, seconded by Ms. Brady to have no objections to the preliminary plat for Bark
8 Lake Estates in the Village of Richfield. Motion carried.

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10 **GIS DIVISION BUSINESS: CONSIDER THE PURCHASE OF AN INCIDENT/ MAPPING/
11 REPORTING TOOL**

12 Appearance: Eric Damkot, GIS Manager

13 Mr. Damkot requested approval to purchase an incident/mapping/reporting tool and one-year service
14 agreement at a cost not to exceed \$30,000. This tool would take the incident information out of the CAD
15 database and put it on the map in an interface that is not overly technical. The Land Information Advisory
16 Commission approved this purchase at their May 30, 2008, meeting. Moved by Mr. Schulz, seconded
17 Mr. Jung to approve the purchase of an incident/mapping/reporting tool and one-year service agreement
18 at a cost not to exceed \$30,000. Motion carried.

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20 **DIVISION REPORTS**

21 **Geographic Information Systems Division - Eric Damkot**

- 22 • GIS Division
- 23 • Retained Fees Overview
- 24 • Current Project Highlights

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26 Moved by Ms. Merten, seconded by Mr. Schulz to approve the Geographic Information Systems Division
27 report as presented. Motion carried.

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29 **Golf and Parks Division - Mike Kactro**

- 30 • Golf Course Projects
- 31 • Golf Course Staffing
- 32 • Park Projects
- 33 • Park Staffing
- 34 • Golf and Parks Division Organization

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36 Moved by Mr. Miller, seconded by Mr. Knodl to approve the Golf and Parks Division report as presented.
37 Motion carried.

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39 **MINUTES**

40 Moved by Mr. Knodl, seconded by Ms. Brady to approve the May 14, 2008, minutes as presented.
41 Motion carried.

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43 **DETERMINE REGULAR MEETING DATES AND TIMES**

44 The Planning, Conservation and Parks Committee will meet on Wednesday, July 9, 2008, at 1:00 p.m.

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46 **CAPITAL IMPROVEMENT PLAN UPDATE**

47 Mr. Mueller presented 2009-2013 Parks Capital Improvement Plan (CIP) program and recommended use
48 of \$312,273.83 remaining Capital Improvement Plan funds.

49
50 Remaining Capital Improvement Plan Funds:

- 51 1. Asphalt work - repairing or replacing in areas severely deteriorated from last winter's very harsh
52 weather.
 - 53 • Homestead Hollow County Park, Village of Germantown - entrance area, south and west areas of
54 the old main parking lot at an approximate cost of \$4,000
 - 55 • Ridge Run County Park, Town of West Bend - reservation area old parking lot south end and
56 road loop at an approximate cost of \$25,000
 - 57 • Glacier Hills County Park, Village of Richfield - wedge over a portion of the entrance road,
58 overlay in portions of the old main parking lot of the Hall at an approximate cost of \$29,000
- 59 2. Ackerman's Grove County Park - pave sidewalk for wheelchair and pedestrian access from large
60 group shelter to the restroom at an approximate cost of \$19,000.
- 61 3. Ridge Run County Park: construct new heated flush toilet restroom in area near the sled hill and fishing
62 ponds and stream at a cost of \$235,000 including site work, septic system, electric service,
63 asphalt sidewalk, water well work.

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65 2009 Capital Improvement Projects:

- 66 1. Lizard County Park - research, design and construct interpretive center, trail signs and school group
67 shelter at a cost of \$130,000.
- 68 2. Parks and Grounds Maintenance Equipment - two salt spreaders, one municipal tractor with
69 attachments at a cost of \$80,000.
- 70 3. Washington County Golf Course Debt Reduction at a cost of \$200,000.
- 71 4. Washington County Golf Course - replace (trades) half of golf car fleet at a cost of \$90,000.

1 Moved Mr. Miller, seconded by Ms. Brady to allocate the remaining CIP funds in the amount of
2 \$312,273.83 to complete the projects as presented. Motion carried with Mr. Knodl and Mr. Schulz voting
3 no.

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5 Moved by Mr. Knodl, seconded Mr. Jung to approve the 2009-2013 CIP plan; and 2009 CIP projects as
6 presented. Motion carried.

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8 **SCHEDULE PCPC TOUR OF COUNTY PARKS**

9 The PCPC will tour the County Parks on Wednesday, June 25, 2008 at 8:30 a.m.

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11 **FARMLAND PRESERVATION PLAN UPDATE**

12 Postponed to future meeting.

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14 **PARK AND OPEN SPACE PLAN UPDATE**

15 Postponed to a future meeting.

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17 **SHORELAND/FLOODPLAIN/WETLAND ZONING MAP CASE UPDATE: WINTER HESS**
18 **PROPERTY**

19 Mr. Gaudet presented an update on the Winter Hess property in the Town of Jackson shoreland/
20 floodplain/wetland zoning map case. The Department of Natural Resources conducted a navigable stream
21 study and determined the stream not to be navigable. Washington County's jurisdiction for
22 shoreland/wetland/floodplain has been eliminated. Staff is proposing to bring this determination along
23 with other map amendments to the County Board in fall.

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25 **FUTURE AGENDA ITEMS:**

- 26 Farmland Preservation Plan Update
- 27 Park and Open Space Plan Update
- 28 Purchase of Development Rights Program

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30 **ADJOURNMENT**

31 Moved by Mr. Knodl, seconded by Ms. Brady to adjourn the meeting at 4:45 p.m. Motion carried.

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Brenda J. Jaszewski, County Clerk