

1 **PLANNING, CONSERVATION & PARKS COMMITTEE**

2  
3 Public Agency Center  
4 West Bend, WI

January 13, 2010  
1:23 p.m.

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

8  
9 Also present: Administrator Paul Mueller, Land Resources Manager Phil Gaudet, Accounting Supervisor Kelly  
10 Cisar, Office Manager Joanne Wagner, GIS Manager Eric Damkot, Chairperson Herb Tennes, and County Clerk  
11 Administrative Assistant Linda Doro.

12  
13 Chairperson Stern called the meeting to order at 1:23 p.m.

14  
15 **DIVISION REPORTS**

16 **Land Use Division - Phil Gaudet**

- 17 • Permit Activity
- 18 • Energy Efficiency Conservation Block Grant
- 19 • Possible Purchase of Scanner
- 20 • Training
- 21 • Private Onsite Wastewater Treatment Systems (POWTS) Inventory
- 22 • Wisconsin Fund

23  
24 Moved by Mr. Schulz, seconded by Mr. Jung to accept the Land Use Division report. Motion carried.

25  
26 **MINUTES**

27 Moved by Ms. Merten, seconded by Ms. Brady to approve the December 15, 2009, minutes as presented. Motion  
28 carried.

29  
30 **DIVISION REPORTS**

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

- 32 • 2010 Orthophotography project
- 33 • Floodplain mapping in Washington County
- 34 • Locating Unknown Private Onsite Wastewater Treatment (POWTS) in Washington County
- 35 • Review of other Division activities and projects

36  
37 **Administration Division - Joanne Wagner**

- 38 • Office Activities Update

39  
40 Moved by Mr. Healy, seconded by Mr. Jung to accept the Geographic Information Systems and Administration  
41 Division reports. Motion carried.

42  
43 **PUBLIC HEARING**

44 **Valleywood Development, LLC, NW & SW ¼, Section 7, Town of Jackson - Conditional Use permit for**  
45 **excavating, filling or grading in a Shoreland Zoning District (Address: approximately ½ mile north of**  
46 **Cedar Creek Road and east of County Highway P. also approximately ¼ mile north of Cedar Creek Road**  
47 **and ½ mile east of County Highway P**

48 Appearance: Dean Frederick, Valleywood Development, LLC.

49 Ms. Doro read the Notice of Public Hearing. Mr. Gaudet presented a plat map indicating the location of the  
50 parcel owned by Valleywood Development, LLC. Valleywood Development is requesting approval of a  
51 Conditional Use permit to construct stormwater ponds associated with the subdivision development. The project  
52 area is in a Shoreland Zoning District. The DNR issued a permit in July 2009 for an amendment to an existing  
53 DNR permit for stormwater ponds. Mr. Gaudet stated Staff recommends approval of the Conditional Use permit.

1 Mr. Stern opened the public hearing and there were no comments. Mr. Stern closed the public hearing. Moved by  
2 Mr. Healy, seconded by Mr. Jung to approve the Conditional Use permit for excavating, filing or grading in a  
3 shoreland zoning district for Valleywood Development LLC, Section 7, Town of Jackson. Motion carried.

4  
5 **PUBLIC HEARING**

6 **The Petition of: Washington County Planning and Parks Department**

7 **To amend the Shoreland/Wetland/Floodplain Zoning District Maps of Washington County as follows:**

- 8  
9 a. **That the map designation of a Shoreland Zoning District be amended on the**  
10 **Shoreland/Wetland/Floodplain Zoning District Map to a Non- Shoreland Zoning District.**  
11 **(Remove navigability designation of two private ponds within the Shoreland Zoning District of**  
12 **Gilbert Lake). Part of the SW ¼, Section 17, Town of West Bend**
- 13  
14 b. **That the map designation of a Shoreland Zoning District be amended on the**  
15 **Shoreland/Wetland/Floodplain Zoning District Map to a Non-Shoreland Zoning District.**  
16 **(Removal of navigability for a portion of a stream within the Shoreland Zoning District of Silver**  
17 **Lake). Part of the NW ¼, Section 34, Town of West Bend**
- 18  
19 c. **That the map designation of a Shoreland Zoning District be amended on the**  
20 **Shoreland/Wetland/Floodplain Zoning District Maps to a Non-Shoreland Zoning District.**  
21 **Part of the NW ¼, Section 1, Town of Erin**
- 22  
23 d. **That the map designation of a Shoreland Zoning District be amended on the**  
24 **Shoreland/Wetland/Floodplain Zoning District Maps to a Non- Shoreland Zoning District.**  
25 **Part of the SW ¼ of the SW ¼, Section 33, Town of Polk**
- 26  
27 e. **That the map designation of a Non-Navigable Agricultural Area Zoning District be amended on the**  
28 **Shoreland/Wetland/Floodplain Zoning District Map to remove the Zoning District.**  
29 **Part of the NW ¼ and the SW ¼, Section 8, Town of Jackson**
- 30  
31 f. **That the map designation of a Floodway Zoning District be amended on the**  
32 **Shoreland/Wetland/Floodplain Zoning District Map to a revised Floodway Zoning District.**  
33 **Part of the NW ¼ of the SW ¼, Section 19, Town of Jackson**
- 34  
35 g. **That the map designation of a Floodplain Zoning District be amended on the**  
36 **Shoreland/Wetland/Floodplain Zoning District Map to a revised Floodplain Zoning District.**  
37 **Section 19, Town of Jackson**
- 38  
39 h. **That the map designation of a Floodplain Zoning District be amended on the**  
40 **Shoreland/Wetland/Floodplain Zoning District Map to a Revised Floodplain Zoning District.**  
41 **Part of the NW ¼ of the SW ¼, Section 9, Town of Farmington**
- 42  
43 i. **That the map designation of a Shoreland/Wetland Zoning District be amended on the**  
44 **Shoreland/Wetland/Floodplain Zoning District Map to a Revised Shoreland/Wetland Zoning**  
45 **District. Part of the NW ¼ of the NE ¼, Section 36, Town of Trenton**
- 46  
47 j. **That the map designation of a Shoreland Zoning District be amended on the**  
48 **Shoreland/Wetland/ Floodplain Zoning District Map to a Shoreland/Wetland Zoning District.**  
49 **Part of the SE ¼ of the SW ¼, Section 21, Town of Trenton**
- 50  
51 k. **That the map designation of a Non-navigable Agricultural Area Zoning District be amended on the**  
52 **Shoreland/Wetland/Floodplain Zoning District Map to remove the Zoning District.**  
53 **Part of the SE ¼ of the SW ¼, Section 7, Town of Farmington**
- 54

1 Ms. Doro read the notice of public hearing.

2  
3 Mr. Gaudet presented k) a plat map of part of the SE ¼ of the SW ¼, Section 7, Town of Farmington. Mr. Stern  
4 opened the public hearing. Mr. Patrick Brown, Town of Farmington spoke. Mr. Stern closed the public hearing.

5  
6 Moved by Mr. Jung, seconded by Mr. Healy to amend the Shoreland/Wetland/ Floodplain Zoning District Map  
7 part of the SE ¼ of the SW ¼, Section 7, Town of Farmington. Motion carried.

8  
9 Mr. Gaudet presented the plat maps of a) part of the SW ¼, Section 17, Town of West Bend, b) part of the NW ¼,  
10 Section 34, Town of West Bend, c) part of the NW ¼, Section 1, Town of Erin, d) part of the SW ¼ of the SW ¼,  
11 Section 33, Town of Polk, e) part of the NW ¼ and the SW ¼, Section 8, Town of Jackson, f) part of the NW ¼  
12 of the SW ¼, Section 19, Town of Jackson, g) Section 19, Town of Jackson, h) part of the NW ¼ of the SW ¼,  
13 Section 9, Town of Farmington, i) part of the NW ¼ of the NE ¼, Section 36, Town of Trenton, and j) part of the  
14 SE ¼ of the SW ¼, Section 21, Town of Trenton.

15  
16 Mr. Stern opened the public hearing. No comments were heard. Mr. Stern closed the public hearing.

17  
18 Moved by Mr. Healy, seconded by Ms. Merten Brady to approve the Amendments A-J to the  
19 Shoreland/Wetland/Floodplain Zoning District Maps of Washington County as presented. Motion carried.

20  
21 **DISCUSS PURCHASE OF NEW LAND USE COMPUTER SOFTWARE AND SCANNER FROM**  
22 **RETAINED FEES**

23 Appearance: Register of Deeds Sharon Martin

24 Moved by Mr. Miller, seconded by Mr. Jung to use Retained Fees, not to exceed \$22,500, to accept and purchase  
25 Transcendent Technologies software and services proposal and for the purchase, setup, and three (3) years  
26 maintenance of a scanner for the Sanitary Permit Program. Motion carried.

27  
28 **CLARIFICATION OF LAND USE DIVISION STAFF REPORTS TO THE PLANNING,**  
29 **CONSERVATION AND PARKS COMMITTEE**

30 Appearance: County Attorney Kim Nass

31 Attorney Nass, the Committee, and Staff discussed the type of documentation that could be mailed with the  
32 agenda packet to assist the Committee members in making decisions related to Conditional Use, Rezoning,  
33 Sanitary Variance and Subdivision requests. It was determined that the Committee will receive the application  
34 and a site plan/map for all Conditional Use, Rezoning, Sanitary Variance and Subdivision requests with the  
35 agenda packet.

36  
37 **AGENDA ITEMS FOR FUTURE MEETINGS**

- 38 • Discuss adding shortcut links to the front page of the County website for GIS and the County Parks pages

39  
40 **NEXT TENTATIVE MEETING DATE**

41 The next Planning, Conservation and Parks Committee meeting is tentatively scheduled for February 10, 2010.

42  
43 **ADJOURNMENT**

44 Moved by Mr. Healy, seconded by Mr. Jung to adjourn the meeting at 3:03 p.m. Motion carried.

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46  
47  
48 Brenda J. Jaszewski, County Clerk

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