

1 **PLANNING, CONSERVATION & PARKS COMMITTEE**

2
3 PAC
4 West Bend, WI

April 12, 2006
2:15 p.m.

5
6 Present: Maurice Strupp, Kenneth W. Brandt, Mary A. Krumbiegel, John W. Stern, Herbert J. Tennes, and
7 Deborah L. Wilke.

8
9 Excused: Donald H. Roskopf.

10
11 Also present: Administrator Paul Mueller, Assistant Administrator Herbert Wolf, Assistant Administrator
12 for Planning Debora Sielski, County Engineer/Surveyor Scott Schmidt, Chairperson Kenneth Miller
13 (arrived at 3:20 p.m.), County Clerk Brenda Jaszewski, and Deputy County Clerk Jennifer Squires.

14
15 Chairperson Strupp called the meeting to order and read the Affidavit of Posting.

16
17 **PUBLIC HEARINGS**

18 **Marvin R. and Susan Banse, NW ¼, Sec. 12, Town of Richfield – Conditional Use Permit for**
19 **excavating, filling or grading in a Shoreland Zoning District (2078 State Highway 175, Richfield –**
20 **over 10,000 square feet of grading for parking area).**

21 Appearance: Marvin Banse

22 The Notice of Public Hearing was read by County Clerk Brenda Jaszewski. Mr. Wolf presented the plat
23 map indicating the location of the proposed parking area. Mr. Wolf stated the current map shows a portion
24 of the proposed parking area is within the 100-foot setback of a class 2 water-body. The property owner
25 indicated he would move the proposed parking areas so that it is not within the 100-foot setback. In
26 addition, Mr. Banse agreed that the vegetation barrier between the proposed parking area and the water-
27 body would not be disturbed. There will be plantings on the north and east side. Also, Mr. Banse will
28 provide a slight berm at the lowest part of the parking area to help prevent runoff. Comments by the public
29 were heard. Chairperson Strupp closed the public hearing. Moved by Ms. Wilke, seconded by Ms.
30 Krumbiegel to approve the conditional use permit for excavating, filling or grading in a Shoreland Zoning
31 District for Marvin and Susan Banse in the Town of Richfield with staff recommendations, including a
32 berm, and maintaining the 100-foot setback with the natural vegetation on site. Motion carried.

33
34 **Endeavor Investments LLC, NW ¼, Sec. 1, Town of Richfield (address: Mayfield and Pioneer Roads)**
35 **To amend the Shoreland/Wetland/Floodplain Zoning District Map of Washington County as follows:**

- 36 **1. That the map designation of the Floodplain Zoning District on the property owned by the**
37 **petitioner be revised to reflect the floodplain analysis approved by the DNR.**
38 **2. That the map designation of the Shoreland Zoning District on the property owned by the**
39 **petitioner be revised to reflect the re-delineation approved by the DNR.**

40 Appearance: Dean Gunderson of Endeavor Investments, Scott Rootgen of Excel Engineering, Inc.

41 The Notice of Public Hearing was read by County Clerk Brenda Jaszewski. Mr. Wolf presented the plat
42 map indicating the Floodplain Zoning District and the Shoreland Zoning District. No comments were
43 made by the public. Chairperson Strupp closed the public hearing. Moved by Mr. Brandt, seconded by
44 Ms. Krumbiegel to amend the Shoreland/Wetland/Floodplain Zoning District Map of Washington County
45 for Endeavor Investments in the Town of Richfield as a presented and approved by the DNR. Motion
46 carried.

47
48 **The proposal of the Committee to amend the Shoreland/Wetland/Floodplain Zoning Code Chapter**
49 **23 of the Washington County Code of Ordinances. The proposed amendments deal with the**
50 **following related topics:**

- 51 • **FEMA/DNR required floodplain changes to maintain County eligibility in the National**
52 **Flood Insurance Program**
53 • **Provisions related to the shoreland/wetland/floodplain zoning districts**

- 1 •Provisions related to uses and structures
- 2 •Definitions to be added or modified
- 3 •Clarification of language and cross references
- 4 •Proposals specifically related to Sections 23.02, 23.03, and 23.18

5
6 The Notice of Public Hearing was read by County Clerk Brenda Jaszewski. Mr. Wolf presented and
7 explained the proposed revisions. Mr. Wolf read letters of concern from Highway Commissioner Ken
8 Pesch, dated April 6, 2006, and March 27, 2006. Mr. Pesch is concerned that the revisions would require
9 the Highway Department apply for a permit for certain Highway projects that previously have been
10 exempt. Mr. Wolf stated County Attorney Nass has reviewed the revisions proposed to Chapter 23 and has
11 no objections. Comments by the public were heard. Chairperson Strupp closed the public hearing. Moved
12 by Mr. Stern, seconded by Mr. Brandt to approve the revisions to Chapter 23 of the Washington County
13 Code as amended and forward to the County Board. Motion carried.

14 .
15 **OBJECTING AUTHORITY SUBDIVISION REVIEW**

16 **Country Aire Estates, SW ¼, Sec. 1 – Village of Germantown – Preliminary Plat Review– 6 lots**
17 **(John Swartz, owner)**

18 Appearance: John Swartz

19 Mr. Wolf presented the plat map of a small development of six lots with Country Aire Estates as the
20 proposed subdivision name and Country Aire Drive as the proposed road name. Staff concerns include
21 requesting a name change of both the subdivision and the road, as these already exist in Washington
22 County. The owner has agreed to change the subdivision name to Forest Ridge and the street name to
23 Forest Ridge Court. Mr. Wolf stated soil tests have been submitted and indicate the lots are suitable for
24 mound systems. Benchmarks will need to be submitted prior to final approval. Moved by Mr. Stern,
25 seconded by Mr. Brandt to approve the preliminary plat with the subdivision name change, road name
26 change, and benchmark material being submitted prior to the final plat. Motion carried.

27
28 **Whispering Ridge Addition, NW ¼, Sec. 34, Town of Richfield – Preliminary Plat Review –**
29 **Approving Authority (MRM Properties, Mark Weyer, owner)**

30 Mr. Wolf was asked to postpone the Preliminary Plat Review for the Whispering Ridge Addition until
31 further notice.

32
33 **MULTI-JURISDICTIONAL COMPREHENSIVE PLANNING ADVISORY COMMITTEE**
34 **MEMBERSHIP**

35 Moved by Mr. Tennes, seconded by Ms. Wilke to recommend Mr. Dan Truog to replace Ms. Ann Enright
36 on the Multi-Jurisdictional Comprehensive Planning Advisory Committee. Motion carried.

37
38 **2006 WISCONSIN LAND INFORMATION PROGRAM GRANT APPLICATION**

39 Appearance: GIS Manager Eric Damkot

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41 Moved by Ms. Krumbiegel, seconded by Mr. Brandt to authorize GIS apply to the State of Wisconsin,
42 Department of Administration, for an Education Grant, in the amount of \$300, to be used for training and
43 education, and forward to the County Board. Motion carried.

44
45 **NEW LARGE FORMAT PLOTTER PURCHASE**

46 Appearance: GIS Manager Eric Damkot

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48 Moved by Mr. Stern, seconded by Mr. Tennes to approve the GIS department purchase of a new Large
49 Format Plotter using funds from the Retained Fees account, in an amount not to exceed \$15,000. Motion
50 carried.

51
52 Chairperson Kenneth Miller arrived at 3:20 p.m.

1 **INTERNET DOCUMENT IMAGE RETRIEVAL SYSTEM**

2 Appearance: GIS Manager Eric Damkot

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4 Mr. Damkot is requesting authorization to use Internet Retained Fees to purchase a software program that
5 will allow an image stored in the Washington County document imaging system to be viewed through an
6 Internet based application. Initially, this program would allow anyone with Internet access an image of
7 their tax bill. At this time, it is anticipated this would be utilized mostly by income tax filers and prepares,
8 with future use to include access to county survey maps.

9
10 Moved by Ms. Krumbiegel, seconded by Ms. Wilke to approve the use of \$10,782 of Internet Retained
11 Fees to purchase the software that will allow Internet access of county imaged documents. Motion carried.

12
13 Chairperson Strupp recessed the meeting at 3:35 p.m. and reconvened at 3:45 p.m.

14
15 **CLOSED SESSION**

16 Moved by Mr. Brandt, seconded by Mr. Tennes to move into closed session at 3:45 p.m. pursuant to
17 Wisconsin Statute Section 19.85(1)(e) to deliberate the purchase of public property due to competitive and
18 bargaining reasons specifically to consider acquisition of property for park purposes. Motion carried
19 unanimously by roll call vote.

20
21 **RETURN TO OPEN SESSION**

22 Moved by Ms. Wilke, seconded by Mr. Brandt to return to open session at 4:00 p.m. Motion carried
23 unanimously by roll call vote.

24
25 **ACTION ON ITEM(S) DISCUSSED IN CLOSED SESSION**

26 Moved by Ms. Wilke, seconded by Mr. Brandt to forward a resolution drafted by the County Attorney to
27 the County Board, with no recommendation, based upon the discussion in closed session. Motion carried
28 with Mr. Stern voting no.

29
30 Ms. Wilke left at 4:00 p.m.

31
32 **COMPREHENSIVE PLANNING – REVIEW OF PRELIMINARY DRAFT CHAPTER 4 –**
33 **INVENTORY OF EXISTING LAND USES AND TRANSPORTATION FACILITIES AND**
34 **SERVICES**

35 Ms. Sielski presented Chapter Four and reviewed the information in this chapter – Inventory of Existing
36 Land Uses and Transportation Facilities and Services. Moved by Mr. Stern, seconded by Mr. Tennes for
37 preliminary approval of Chapter Four of the Comprehensive Plan, subject to full review of the items in
38 development. Motion carried.

39
40 **MINUTES**

41 Moved by Mr. Tennes, seconded by Mr. Brandt to approve the minutes of March 22, 2006. Motion
42 carried.

43
44 **ADJOURNMENT**

45 Moved by Mr. Stern, seconded by Ms. Krumbiegel to adjourn at 4:36 p.m. Motion carried.