

1 **PLANNING, CONSERVATION & PARKS COMMITTEE**

2
3 PAC
4 West Bend, WI

July 26, 2006
1:00 p.m.

5
6 Present: Kenneth W. Brandt, Melvin K. Ewert, Charlene S. Brady, Daniel R. Knodl, and
7 Mark T. McCune.

8
9 Excused: John W. Stern and Donald J. Berchem.

10
11 Also present: Administrator Paul Mueller, Assistant Administrator Herbert Wolf, GIS Manager Eric
12 Damkot, Assistant Administrator for Golf and Parks Mike Kactro, Office Manager Joanne Wagner,
13 Assistant Administrator for Planning Debora Sielski, County Clerk Brenda Jaszewski, and Deputy
14 County Clerk Jennifer Squires.

15
16 Secretary Brandt called the meeting to order and read the Affidavit of Posting.

17
18 **ELECTION OF CHAIRPERSON PRO-TEM**

19 Ms. Brady nominated Mr. McCune as Chairperson, Pro-Tem. Moved by Mr. Knodl, seconded by Mr.
20 Ewert to close nominations and cast a unanimous ballot for Mr. McCune as Chairperson, Pro-Tem.
21 Motion carried.

22
23 **CITY OF WEST BEND PARKS - EISENBahn TRAIL REQUESTS**

24 Appearance: Craig Hoepfner, Director of Parks, Recreation and Forestry, City of West Bend.

25
26 Mr. Hoepfner informed the Committee that the City is interested in paving the Eisenbahn Trail within
27 the City from the southern end of the trail at Rusko Road to the northern end of the trail at Jefferson
28 Street, along with connecting the trail to several parks. The total estimated project cost is \$800,000. A
29 \$550,000 grant is anticipated from the State. Using other additional funds, the City is approximately
30 \$155,000 short in funds for the project and is requested approval from this Committee to hold
31 fundraising events. In addition, Mr. Hoepfner is requesting approval from this Committee to allow the
32 City to include the Eisenbahn trail in their Adopt-a-Trail program. Mr. Mueller explained the
33 Eisenbahn Trail is owned by the DNR and operated and maintained by the County. Mr. Mueller
34 stated that staff has no objections to the City of West Bend's fundraising efforts for the Eisenbahn
35 Trail improvements within the City, or to the City including the Eisenbahn Trail in their Adopt-a-Trail
36 program, as long as all advertising and related material clearly indicate the Trail is a Wisconsin State
37 Trail operated by Washington County.

38
39 Moved by Mr. Knodl, seconded by Ms. Brady to endorse the City of West Bend's proposal of
40 fundraising events and the Adopt-a-Trail program for the Eisenbahn Trail located within the City of
41 West Bend, subject to DNR approval and final review by Planning & Parks staff. Motion carried.

42
43 **PUBLIC HEARING**

44 **Alfred E. Clauss (owner) & Dale and Margaret Gustafson (buyers), NE ¼, Sec. 33, Town of West**
45 **Bend – Conditional Use Permit for excavating, filling or grading in a Shoreland Zoning District**
46 **(address: 3727 County Highway NN, West Bend – new retaining walls within 75 feet of**
47 **shoreline).**

48 Appearance: Gary Etzrc, Brett Etzrc, Clifford Bertling, Dale Gustafson, and Margaret Gustafson.

49

1 Ms. Jaszewski read the notice of public hearing. Mr. Wolf presented the plat map indicating the
2 location of the property on County Trunk Highway NN on Little Cedar Lake. The existing house and
3 garage will be torn down and a new house with an attached garage and a short driveway will be
4 constructed. The existing structure has a 22.6-foot setback off the lake and the new structure will be at
5 the required minimum 50-foot setback off the lake. A series of new retaining walls will be built on
6 both sides of the house with steps for going down the steep grade. Mr. McCune opened the public
7 hearing. Comments were accepted from the audience. The public hearing was closed. Staff
8 recommends plantings in front of the retaining walls.

9
10 Moved by Mr. Knodl, seconded by Mr. Ewert to approve the conditional use permit for Alfred E.
11 Clauss & Dale and Margaret Gustafson for excavating, filling or grading in a Shoreland Zoning
12 District in the Town of West Bend, with the requirement for plantings in front of the retaining walls.
13 Motion carried.

14
15 **PUBLIC HEARING**

16 **525 Railroad Street LLC/Farmers Inc., SE ¼, Sec. 16, Town of Addison – Conditional Use**
17 **Permit for excavating, filling or grading in a Shoreland/Floodplain Zoning District (address: 525**
18 **Railroad Street, Allenton – impervious area greater than 15,000 square feet and greater than 45**
19 **percent impervious area for the parcel).**

20 Appearance: Jack Donner, Farmers Implement, and Gary Schneider, Kapur & Associates

21
22 Ms. Jaszewski read the notice of public hearing. Mr. Wolf presented the plat map indicating the
23 location of the property. The proposal is to bring in approximately 10,000 square feet of fill to the site.
24 This will be approximately 400 to 500 cubic yards of granular fill that will be compacted. Staff has no
25 concerns. Mr. McCune opened the public hearing. Comments were heard from audience. The public
26 hearing was closed.

27
28 Moved by Mr. Brandt, seconded by Mr. Ewert to approve the conditional use permit for 525 Railroad
29 Street LLC/Farmers Inc. for excavating, filling or grading in a Shoreland/Floodplain Zoning District in
30 the Town of Addison. Motion carried.

31
32 **APPROVAL OF MINUTES**

33 Moved by Mr. Brandt, seconded by Ms. Brady to approve the minutes of July 12, 2006, as presented.
34 Motion carried.

35
36 **SHALOM PROPERTY CORRESPONDENCE**

37 Mr. Mueller stated that property owners on Shalom Drive have offered property for sale to the County
38 for park acquisition. Staff recommendation is that the Parks Department decline this offer. The
39 proposed property is not identified in the Park and Open Space Plan and the Parks Department is not
40 pursuing any additional land for park acquisitions in the Town of Farmington. The Committee
41 requested Mr. Mueller send a letter to the property owners stating the Planning and Parks Department
42 would be willing to accept property donations, however, the County is not interested in pursuing the
43 purchase of their property at this time.

44
45 **REPORT ON YAHR PROPERTY CONSTRUCTION BIDS**

46 Mr. Mueller stated that the Parks Department has awarded the Yahr Park construction project bid to
47 Schneider Excavating, who had the low bid of \$435,049. The Orchard Valley Road work, paving of
48 the entrance road and parking lots, paving of pathways, demolition of the blockhouse garage, and
49 paving & gravel of parking lot #1 was listed in the specifications as Alternates and not included in the

1 base bid. The Parks Department will work with Schneider Excavating to try to accomplish as much of
2 the alternates as possible. Mr. Mueller stated the park will not be open to the public until paving of the
3 hill and entrance areas are completed.

4
5 **PUBLIC HEARING**

6 **Gary L. Kohler, NW ¼, Sec. 33, Town of Farmington – (address: approximately 800 feet south of**
7 **County Highway A on the east side of Indian Lore Road). To amend the Shoreland/Wetland/**
8 **Floodplain Zoning District Map of Washington County as follows:**

- 9 **1. That the map designation of the floodplain zoning district on the property owned by the**
10 **petitioner be revised to reflect the floodplain analysis approved by the Department of**
11 **Natural Resources.**
12 **2. That the map designation of the wetland zoning district on the property owned by the**
13 **petitioner be revised to reflect the re-delineation approved by the Department of Natural**
14 **Resources.**

15 Appearance: Gary Kohler, owner

16
17 Ms. Jaszewski read the notice of public hearing. Mr. Wolf presented the plat map indicating the
18 location of the property. A floodplain analysis has been completed and the wetland delineation report
19 was forwarded to the DNR. Mr. Wolf read a letter dated June 15, 2006 from the DNR that states the
20 DNR reviewed the wetland delineation report for the Kohler property and concurs with the wetland
21 delineation boundary as being accurate. The DNR letter further noted that the current culvert at the
22 base of the drive is too high and Mr. Kohler has been instructed to install a culvert at a lower elevation
23 to maintain base flow hydrology between the wetlands. Mr. Wolf stated the owners are required to
24 submit a certified copy of the amendment to the DNR and FEMA. Mr. McCune opened the public
25 hearing. The audience had no comments. Mr. McCune closed the public hearing.

26
27 Moved by Mr. Brandt, seconded by Ms. Brady to approve the amendment of the Shoreland/ Wetland/
28 Floodplain Zoning District Map of Washington County for Gary L. Kohler in the Town of Farmington
29 and forward to the County Board. Motion carried.

30
31 **PURCHASE STUMP CHIPPER FROM AUCTION PROCEEDS**

32 Moved by Mr. Ewert, seconded by Ms. Brady to approve the purchase a stump chipper in an amount
33 not to exceed \$3,750, using auction proceeds. Motion carried.

34
35 **PUBLIC HEARING**

36 **Washington County Highway Department, W ½ of Sec. 14 and E ½ of Sec. 15, Town of Wayne –**
37 **Conditional Use Permit for excavating, filling or grading in a Shoreland/Wetland/Floodplain**
38 **Zoning District (address: County Highway W between Wayne Center Drive and County**
39 **Highway H – fill in wetland and floodplain for road maintenance and rehabilitation, culvert**
40 **replacement and new culvert construction).**

41 Mr. Mueller stated that due to Ms. Brady & Mr. McCune also serving on the Highway Committee, the
42 County Attorney recommended postponing this public hearing until Mr. Stern and Mr. Berchem are in
43 attendance.

44
45 Moved by Mr. Ewert, seconded by Mr. Brandt to postpone the public hearing for the conditional use
46 permit for excavating, filling or grading in a Shoreland/Wetland/Floodplain Zoning District for the
47 Washington County Highway Department until August 9, 2006. Motion carried.

48
49 **APPROVING AUTHORITY SUBDIVISIONS**

1 **Stonegate North, NW ¼, Sec. 25, Town of Richfield – Preliminary Plat Review – Approving**
2 **Authority (Owner – Baumgartner Realty LLC).**

3 Appearance: Joan Baumgartner, John Follett.
4

5 Mr. Wolf presented the plat map indicating the location of the proposed Stonegate North Subdivision.
6 Stonegate North will consist of four lots approximately 1.69 to 4 acres in size. The “T” at the end of
7 Amy Belle Lane will change to a cul de sac. A 60 ft. wide access will be provided to Amy Belle Lake
8 with no boat launch. Soil tests have been completed and meet the County’s criteria. Because Amy
9 Belle Lake Drive and Stonegate Pass will not connect, there will be only one entrance to the
10 subdivision. Ms. Brady stated she is opposed to approving the plat map due to this. It was noted the
11 Town of Richfield considered connecting the two roads but withdrew their consideration.
12

13 Moved by Mr. Ewert, seconded by Mr. Brandt to approve the preliminary plat for Stonegate North
14 Subdivision in the Town of Richfield. Motion carried with Ms. Brady voting no.
15

16 **Lookout Estates, SE ¼, Sec. 26, Town of Wayne – Preliminary Plat Review – Approving**
17 **Authority (Owner – Becker Development, LLC).**

18 Mr. Wolf presented the plat map that indicates the location of Lookout Estates. The proposed
19 subdivision contains 15 lots that will be 2 acres or greater in size. There will be 6 outlots in the
20 subdivision. Several lots have segments within wetlands and two lots contain steep slopes. The
21 subdivision will contain two short cul de sacs and one road. The sites are suitable for POWTS. The
22 Department of Administration is requiring minimal changes prior to submission of the final plat. Staff
23 has no significant concerns.
24

25 Moved by Mr. Brandt, seconded by Ms. Brady to approve the preliminary plat for Lookout Estates in
26 the Town of Wayne. Motion carried.
27

28 **The Meadows of Richfield, NE ¼ and SE ¼, Sec. 12, Town of Richfield – Pre-Preliminary Plat**
29 **Review –Approving Authority (Developer – Northern States Development Group, LLC).**

30 Appearance: Bill Baudhuin, Developer; John Aiederitz, Traffic Engineer.
31

32 Mr. Wolf presented the plat map indicating the location of the subdivision. The subdivision will
33 contain 118 residential lots and two commercial lots on a total of 200 acres. The residential lot size
34 will be somewhat uniform with neighboring subdivisions. Road widths would be smaller than normal,
35 at 50-foot wide. A roundabout is anticipated in the center of the development with an upgraded trail
36 rather than sidewalks. A community center area is deed restricted for 15 years. The development
37 includes a community water system with two wells and underground storage with booster pumps.
38 Stormwater erosion control has been submitted to staff. A 100-foot diameter roundabout is proposed
39 at Highway 167 approximately 275 feet from the railroad tracks. Additional improvements to the on
40 and off ramps to Highway 41 will also be done to accommodate for the roundabout at Highway 167.
41 There will be cluster on-site POWTS and due to poor soils, the Developer is working on a plan to
42 overcome the identified limitations of the soils. The Committee voiced concerns regarding the traffic
43 flow on Highway 167, the roundabout on Highway 167, sanitary, and well.
44

45 **DIVISION REPORTS**

46 **Administration Division – Joanne Wagner**

47 Office Activities
48

49 **Geographic Information Systems Division – Eric Damkot**

1 Retained Fees Explanation and Status
2 Internet Based Document Imaging Retrieval System (On-line Tax Bills)
3 Other Division Activities and Projects

4

5 **Planning Division – Debora Sielski**
6 Smart Growth Comprehensive Planning
7 Smart Growth Countywide Survey
8 Smart Growth Public Participation Process
9 Other Planning Division Activities

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11 **ADJOURNMENT**

12 Moved by Ms. Brady, seconded by Mr. Brandt to adjourn at 3:33 p.m. Motion carried.

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Brenda J. Jaszewski, County Clerk