

1 **PLANNING, CONSERVATION & PARKS COMMITTEE**

2
3 PAC
4 West Bend, WI

October 26, 2005
1:30 p.m.

5
6 Present: Maurice Strupp, Mary A. Krumbiegel, Donald H. Roskopf, John W. Stern, and Herbert J.
7 Tennies.

8
9 Excused: Deborah L. Wilke.

10
11 Also present: Administrative Coordinator Douglas Johnson, Administrator Paul Mueller, Assistant
12 Administrator Herbert Wolf, Assistant Administrator for Planning Debora Sielski, and Deputy
13 Clerk Shari Bergum.

14
15 Chairperson Strupp called the Planning, Conservation & Parks Committee meeting to order and
16 read the Affidavit of Posting.

17
18 **CLOSED SESSION**

19 Moved by Mr. Stern, seconded by Mr. Roskopf to move into closed session at 1:01 p.m., pursuant
20 to Wisconsin Statute Section 19.85(1)(c), to discuss and conduct the following specified public
21 business of a competitive nature: Washington County's status and position with regard to its loan to
22 Vernon Jung through the Revolving Loan Fund Program. Motion carried unanimously by roll call
23 vote.

24
25 **RETURN TO OPEN SESSION**

26 Moved by Mr. Tennies, seconded by Ms. Krumbiegel to return to open session at 1:04 p.m. Motion
27 carried unanimously by roll call vote.

28
29 **WASHINGTON COUNTY'S STATUS AND POSITION WITH REGARD TO ITS LOAN**
30 **TO VERNON JUNG THROUGH THE REVOLVING LOAN FUND PROGRAM**

31 Present: County Attorney Kimberly Nass, and County Board Supervisor Kenneth Miller.
32 Attorney Nass stated that the Quad Tool situation, and the loan to Vernon Jung, has been removed
33 from the Planning, Conservation and Parks Committee's jurisdiction and moved to the Executive
34 Committee. Attorney Nass stated that she met with Mr. Mueller, Chairperson Miller, Mr. Wolf, and
35 Mr. Johnson in regard to pending Revolving Loan Fund Program loans and new loan applications.
36 It is anticipated that the Executive Committee will handle all loan statuses and actions in the future.

37
38 **APPROVAL OF MINUTES**

39 Moved by Ms. Krumbiegel, seconded by Mr. Roskopf to approve the PCPC minutes of October 12,
40 2005. Motion carried.

41
42 **DISCUSS CANCELLING MEETING OF THE PLANNING, CONSERVATION, AND**
43 **PARKS COMMITTEE**

44 The Planning, Conservation, and Parks Committee meeting for December 28, 2005, will be
45 cancelled.

46
47 **PUBLIC HEARING – CONDITIONAL USE PERMIT FOR EXCAVATING, FILLING OR**
48 **GRADING IN A SHORELAND/WETLAND/FLOODPLAIN ZONING DISTRICT – Sue**
49 **Bales, Jane Beck, James Butzlaff, and John Butzlaff, SE ¼, Section 15, Town of Kewaskum,**
50 **Sandy Ridge Road, East of 8572 Sandy Ridge Road, Kewaskum – Wetland**

51 Present: James Butzlaff, and Barbara Kauth

1 Deputy Clerk Bergum read the Notice of Public hearing that was published in the West Bend Daily
2 News on Friday, October 14, 2005, and Wednesday, October 19, 2005.

3 Mr. Wolf presented the plat for the proposed wetland restoration for waterfowl production, and
4 stated that the DNR has no concerns other than the disposal of the spoils off-site. The hearing was
5 opened to the public. Comments and questions were presented. The public hearing was closed.
6 Mr. Wolf suggested that a 2-year window, for the job completion, be granted.
7

8 Moved by Mr. Stern, seconded by Mr. Roskopf to approve the Conditional Use Permit for
9 excavating, filling or grading in a Shoreland/Wetland/Floodplain Zoning District for Sue Bales,
10 Jane Beck, James Butzlaff, and John Butzlaff, in the Town of Kewaskum, with the condition that
11 the project is completed in the 2-year timeline that is being granted for the project, and that spoils
12 will be removed off-site. Motion carried.
13

14 **DIVISION REPORTS:**

15 **Golf and Parks Division – Mike Kactro**

16 Mr. Kactro presented the Division updates on the following:

- 17 ➤ Review of Golf Course Activities – To date, revenues are at an increase compared to this time in
18 2004.
- 19 ➤ Update on Parks Maintenance and Construction Projects – With the exception of a few punch
20 list items, Henschke Hillside Lake Access opened September 2, 2005, in which \$1,000, launch
21 fees have been generated.
- 22 ➤ Update on Golf and Parks Staffing Levels – Only fulltime Staff, are currently working.
- 23 ➤ Business - Park reservation fees and launch fees are anticipated to exceed last year’s totals.
24

25 **Planning Division – Debora Sielski**

26 Ms. Sielski presented the updates on the following:

- 29 ➤ Comprehensive Planning – Issues and Questions Brainstorming Results were presented from the
30 Advisory Committee, Housing, Utilities, Economic Development Work Group, Agricultural,
31 Natural, Cultural Work Group, and Land Use and Transportation Work Group. The Public
32 Smart Growth Kick-Off meeting will be held Wednesday, December 7, 2005, in Rooms
33 1113A/B at 6:00 p.m.
- 34 ➤ Purchase of Development Rights (PDR) Task Force – A final list was distributed for the
35 taskforce members and draft Meeting Notice. The first meeting is scheduled for Tuesday,
36 November 8, 2005 at 6:30 p.m. The meeting will be held at the Washington County Public
37 Agency Center in Room 3224. Mr. Roskopf suggested presenting an update in the near future
38 to the County Board for their approval.
- 39 ➤ Park Planning Projects
- 40 ➤ Other Planning Division Activities
41

42 Ms. Krumbiegel asked Mr. Johnson how the County Board should be updated on the PDR Task
43 Force. Mr. Johnson stated the importance of knowing and monitoring how the PDRs will impact
44 the community.
45

46 **Land Use Division – Herb Wolf**

47 Mr. Wolf presented the updates for the Land Use Division as follows:

- 48 ➤ Permit Activity Update – Sanitary permits are within 5% of the 2004 totals to date. The
49 shoreland related hearing activity for the year is down, and also the shoreland permit activity is
50 at a slower pace than the last two years.

- 1 ➤ Status Update on Chapter 23 Revisions – In the near future the Committee will be presented the
- 2 proposals code changes for the County Shoreland/Wetland/Floodplain Ordinance, and the
- 3 required floodplain provisions that FEMA/DNR have mandated.
- 4 ➤ Subdivision Status Update - Washington County Subdivision statistics were presented dating
- 5 back to 2000.
- 6 ➤ Final Report on Steinbauer Project – Project completed.
- 7 ➤ Purchase of Development Rights Update – Discussed by Ms. Sielski.

8
9 **ADJOURNMENT**

10 Moved by Mr. Stern, seconded by Mr. Roskopf to adjourn the PCPC meeting at 2:55 p.m. Motion

11 carried.

12
13 **APPROVAL TO RECALL THE MEETING TO ORDER**

14 Moved by Mr. Tennes, seconded by Ms. Krumbiegel to recall the meeting to order. Motion

15 carried.

16
17 Moved by Mr. Stern, seconded by Mr. Tennes to approve the Division Reports of October 26,

18 2005. Motion carried.

19
20 **ADJOURNMENT**

21 Moved by Mr. Stern, seconded by Mr. Tennes to adjourn the PCPC meeting at 2:56 p.m. Motion

22 carried.

23

24

25

26

27

Shari L. Bergum, Deputy Clerk