

1 **PLANNING, CONSERVATION & PARKS COMMITTEE**

2
3 Public Agency Center
4 West Bend, WI

October 14, 2009
1:50 p.m.

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

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8 Also present: Planning & Parks Administrator Paul Mueller, County Engineer Scott Schmidt, Planning & Parks Land
9 Resources Manager Phil Gaudet, Assistant Administrator for Golf & Parks Mike Kactro, Planning & Parks Landscape
10 Designer Cindy Leinss, Planning & Parks Accounting Supervisor Kelly Cisar, and County Clerk Administrative
11 Assistant Linda Doro.

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13 Chairperson Stern called the meeting to order at 1:50 p.m.

14
15 **DIVISION REPORT**

16 **Golf & Park Division - Mike Kactro & Cindy Leinss**

- 17 • Clubhouse and Site Projects
- 18 • Golf Course Projects
- 19 • Golf Course Staffing
- 20 • Business
- 21 • Park Projects
- 22 • Park Staffing
- 23 • Business
- 24 • Fire Update

25
26 **PUBLIC HEARING**

27 **THE WASHINGTON COUNTY SHERIFF'S DEPARTMENT, SE ¼, SECTION 29, TOWN OF POLK -**
28 **CONDITIONAL USE PERMIT FOR EXCAVATING, FILLING OR GRADING IN A SHORELAND ZONING**
29 **DISTRICT (ADDRESS: 4668 COUNTY ROAD E, SLINGER, WI)**

30 Appearance: Sheriff Dale Schmidt

31 Ms. Doro read the Notice of Public Hearing. Mr. Gaudet presented a plat map indicating the location of the project.
32 The Washington County Sheriff's Department utilizes the gravel pit at the Washington County Heritage Trails Park as
33 a firing range. The Sheriff's Department is requesting approval to upgrade the firing range by creating short and long
34 firing ranges. There will be substantial grading creating berms and an infiltration basin. A conditional use permit is
35 needed because there will be 93,500 square feet of grading within 300' of a navigable waterway. Mr. Gaudet stated
36 adequate erosion control will be provided and Staff recommends approval of the conditional use permit. Mr. Stern
37 opened the public hearing and there were no comments. Mr. Stern closed the public hearing. Moved by Mr. Miller,
38 seconded by Mr. Schulz to approve the Conditional Use Permit for excavating, filing or grading in a shoreland zoning
39 district for the Washington County Sheriff's Department, Section 29, Town of Polk. Motion carried.

40
41 **PUBLIC HEARING**

42 **THE WASHINGTON COUNTY HIGHWAY DEPARTMENT, SW ¼ OF THE SW ¼, SECTION 13 & SE ¼**
43 **OF THE SE ¼, SECTION 14, TOWN OF JACKSON - CONDITIONAL USE PERMIT FOR EXCAVATING,**
44 **FILLING OR GRADING IN A SHORELAND/WETLAND/FLOODPLAIN ZONING DISTRICT (ADDRESS:**
45 **APPROXIMATELY 700' NORTH OF STATE HIGHWAY 60 ON COUNTY ROAD M)**

46 Appearance: Highway Commissioner Jon Edgren

47 Ms. Doro read the Notice of Public Hearing. Mr. Gaudet presented a plat map indicating the location of the project.
48 The Highway Department is requesting approval of a Conditional Use Permit to replace the bridge on CTH M just
49 north of Highway 60. A total of 0.144 acres of wetland has been filled as a part of this project. The Highway
50 Department is proposing to compensate for the wetland impacts by a debit from a wetland mitigation bank located in
51 Walworth County. The Department of Natural Resources has already approved this debit for wetland mitigation. Mr.
52 Stern opened the public hearing and there were no comments. Mr. Stern closed the public hearing. Moved by Ms.
53 Merten, seconded by Mr. Healy to approve the Conditional Use Permit for excavating, filing or grading in a
54 shoreland/wetland/floodplain zoning district for the Washington County Highway Department, Section 14, Town of
55 Jackson, subject to the compensation of the wetland impacts by a debit from a wetland mitigation bank located in
56 Walworth County. Motion carried.

DIVISION REPORT

Planning Division – Paul Mueller

- County Comprehensive Planning
- Local Government Comprehensive Planning
- Park and Open Space Planning
- Other Planning Division Activities
- Activities for Other Planning and Parks Department Divisions

Moved by Mr. Miller, seconded by Mr. Healy to accept the Golf & Park Division and Planning Division reports.
Motion carried.

MINUTES

A correction was noted on Page 1, Line 30: where and an addition was requested on Line 50 after: . . . 10 acre parcel of park land. **Sheriff Schmidt agreed to future cooperation on this issue**. Moved by Ms. Merten, seconded by Ms. Brady to approve the September 9, 2009, minutes as amended. Motion carried.

DISCUSSION AND POSSIBLE MODIFICATION OF DEPARTMENTAL POLICY CONCERNING BOARD OF ADJUSTMENT FEES

The Committee and staff discussed Mr. Stern's concern that a constituent of his was charged for two variance hearings for the same parcel on the same day. Mr. Stern is requesting a change in departmental policy regarding Board of Adjustment fees when cases like this occur. Staff's explanation for the two separate hearings is the Zoning Ordinance shows the parcel divided by a public road, which creates a boundary and there were two structures requiring variances due to setbacks from two different classifications of water bodies. Mr. Mueller stated he will bring issue back for discussion at next year's budget review.

OBJECTING AUTHORITY SUBDIVISION - FINAL PLAT REVIEW - REFLECTIONS VILLAGE, NE ¼ & SE ¼, SECTION 13, VILLAGE OF RICHFIELD - 58 LOTS

Mr. Gaudet presented the final plat map for the 58 lot subdivision. A total of 58 lots with 12 outlots are proposed. Staff does not object to the plat, but it should be noted that large scale cluster wastewater systems require careful planning in the subdivision construction to avoid disturbing areas set aside for the mound systems. Washington County cannot be held liable if there is inadequate area for mound systems for the number of parcels proposed, considering use may change, areas may be disturbed and commercial uses may be approved that were not anticipated in the design of the plat. Moved by Mr. Miller, seconded by Ms. Merten to indicate no objection to the Reflections Village final plat in the Village of Richfield. Motion carried.

APPROVING AUTHORITY SUBDIVISION - PRELIMINARY PLAT REVIEW - RIVER HEIGHTS, SE ¼, SECTION 27, TOWN OF BARTON - 6 LOTS

Mr. Gaudet presented the preliminary map for the proposed 6 lot subdivision. Soil tests have been completed and lots were approved for onsite systems. Shoreland, Wetland & Floodplain zoning districts are shown on the plat. Each lot has adequate area available for building sites outside of the floodplain and wetland districts. Staff recommends approval of the preliminary plat. Moved by Ms. Merten, seconded by Mr. Healy to approve the preliminary plat of River Heights in the Town of Barton. Motion carried.

AGENDA ITEMS FOR FUTURE MEETINGS

None.

NEXT MEETING DATE

The next Planning, Conservation and Parks Committee meeting is tentatively scheduled for Wednesday, November 11, 2009.

ADJOURNMENT

Moved by Mr. Miller, seconded by Ms. Merten to adjourn the meeting at 3:20 p.m. Motion carried.