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**WASHINGTON COUNTY  
PLANNING, CONSERVATION AND PARKS COMMITTEE**

Courthouse-Government Center  
West Bend, WI

December 8, 2010  
1:15 p.m.

Present: Michael Bassill, Melvin Ewert, Raymond Heidtke, Michael Miller, Gerald Schulz, Peter Sorce, and John Stern.

Also present: Deputy Administrator Debora Sielski, Assistant Administrator for Golf and Parks Mike Kactro, County Conservationist Paul Sebo, Accounting Supervisor Kelly Cisar, Office Manager Joanne Wagner, Administrative Coordinator Doug Johnson, Chairperson Herbert Tennies, County Attorney Kim Nass, Inspector David Zuern, Landscape Designer Cindy Leinss, Supervisor Richard Bertram, Supervisor Ralph Hensel, Supervisor Lee Krueger and County Clerk Administrative Assistant Linda Doro.

Chairperson Stern called the meeting to order at 1:15 p.m. and read the Affidavit of Posting.

**DIVISION REPORTS**

Administration Division - Joanne Wagner

- Office Activities Update
- Engineering Assistance Update

Land Use Division – Phil Gaudet

- Permit Activity
- Software Purchase for Private Onsite Wastewater Treatment System (POWTS) Program
- Training
- Chapter 23 (Shoreland, Wetland & Floodplain Zoning) Revision

Golf and Parks Division - Mike Kactro and Cindy Leinss

- Golf Course Section Projects
- Park Section Projects
- Update on Lizard Mound County Park Restoration Project

Geographic Information Systems (GIS) Division - Eric Damkot

- 2010 Orthophotography Project
- Washington County Land Information Plan Update
- Rubicon River Floodplain Mapping Project Update
- Address Finder
- Review of Other Division Activities and Projects

Moved by Mr. Bassill, seconded by Mr. Ewert to accept the Administration Division, Land Division, GIS Division, and Golf and Parks Division reports. Motion carried.

**MINUTES**

Moved by Mr. Ewert, seconded by Mr. Sorce to approve the November 10 and 17, 2010, minutes as presented. Motion carried.

The meeting recessed at 1:37 p.m. and reconvened at 1:45 p.m.

1 **PUBLIC HEARING**

2 **Amendments to the Land Division Code, Chapter 24 of the County Code of Ordinances**

3 Ms. Doro read the Notice of Public Hearing. Mr. Gaudet presented the amendments to the Land Division  
4 Code in Chapter 24 that would comply with Wisconsin Act 376. The County Attorney was sent a copy of  
5 the draft Chapter 24 and stated she will do a final review and possible changes to make sure it conforms  
6 to Act 376. Mr. Stern opened the public hearing and there were no comments. Mr. Stern closed the  
7 public hearing. Moved by Mr. Miller, seconded by Mr. Sorce to approve the amendments to the Land  
8 Division Code in Chapter 24, subject to the County Attorney's final edits to conform to Wisconsin Act  
9 376, and forward to the County Board. Motion carried with Mr. Bassill voting no.

10  
11 **PUBLIC HEARING**

12 **Dale B. and Margaret M. Flowers Family Trust, SE-1/4, Section 35, Town of Addison - Conditional**  
13 **Use Permit for excavating, filling or grading in a Shoreland Zoning District (Address: Northwest**  
14 **Corner of Addison Road and County Road K, Hartford)**

15 *Appearance: Dale Flowers, and Donald Thoma, Accurate Surveying*

16 Ms. Doro read the Notice of Public Hearing. Mr. Gaudet presented a plat map indicating the location of  
17 the parcel owned by Dale B. and Margaret M. Flowers Family Trust. The owners are requesting approval  
18 of a conditional use permit to construct a parking area and a detention pond that will create an impervious  
19 area greater than 30% and is in excess of 15,000 square feet of filling, grading and excavating. The  
20 property is located to the north of Highway K along the west side of Addison Road and extends  
21 approximately 1,300 feet north of Highway K. The parking area and buildings will be located to the north  
22 end of the property and the pond to the sound end of the property. The parking area will be located 100  
23 feet from the Allenton Creek and mitigation is required because of this setback being less than 125 feet to  
24 a Class 1 stream as per section 23.09 of Chapter 23. A mitigation plan has been submitted to address the  
25 reduced setback and will need to be recorded at the Register of Deeds prior to the start of any filling,  
26 grading or excavating. The proposed impervious area is 58% of the proposed lot 1. All stormwater will  
27 be directed to the road ditch along Addison Road and then to the stormwater pond on the south end of the  
28 property. Staff does not object to the conditional use permit request. Erosion control measures should be  
29 installed before any grading or excavating is started and maintained until permanent vegetation is  
30 established. Mr. Stern opened the public hearing and Mr. Flowers, Mr. Thoma, and Supervisor Richard  
31 Bertram spoke to the project. Mr. Stern closed the public hearing. Moved by Mr. Bassill, seconded by  
32 Mr. Sorce to approve the Conditional Use permit for excavating, filing or grading in a Shoreland Zoning  
33 District for Dale B. and Margaret M. Flowers Trust, Section 35, Town of Addison, subject to proper  
34 erosion control measures installed and maintained, and the mitigation plan recorded in the Register of  
35 Deeds office prior to the start of any filling, grading or excavating. Motion carried.

36  
37 **PUBLIC HEARING**

38 **Consider Allowing All Terrain Vehicle (ATV) Winter Use on the Eisenbahn State Trail outside the**  
39 **City of West Bend Corporate Limits**

40 Ms. Doro read the Notice of Public Hearing. Chairperson Stern explained the purpose of the public  
41 hearing and guidelines for the public speakers. Ms. Doro read correspondence from Patrick and Dawn  
42 Wiebelhaus, Mike Wiedmeyer, Kenn Ziebell, Don and Daniela Eichelberger, JoAnn Roller, Michael  
43 Yttri, Scott Schneiberg, Victor Ketchpaw, Roxanne Ketchpaw, Danielle Ketchpaw, Kathi Lee Ketchpaw,  
44 Tyler Page, and N. Allen Broecker. Comments were received from Tony Cypcar, Allen Tackes, Richard  
45 Bertram, Robin Dorzak, Jerry Zier, Randy Harder, Ellis Kahn, Ralph Hensel, Bill Mitchell, Melissa  
46 Cook, Kenn Ziebell, John Brawkowski, Dennis Giese, and Bev Junk. Mr. Stern closed the public hearing.  
47 The Committee will meet on Tuesday, December 14, 2010, at 8:00 a.m. to consider allowing All Terrain  
48 Vehicle (ATV) seasonal use, on a trial basis 2010/2011 winter season, on the Washington County  
49 segment of the Eisenbahn State Trail from Lighthouse Lane north to the County line and review the  
50 Memo of Understanding between the Washington County Planning and Parks Department, Washington  
51 County Snowmobile Association, and the Kettle Moraine ATV Association.

1 The meeting recessed at 3:29 p.m. and reconvened at 3:33 p.m.

2

3 **CLOSED SESSION**

4 *Appearance: County Attorney Kim Nass*

5 Moved by Mr. Sorce, seconded by Mr. Heidtke to convene into closed session at 3:33 p.m. pursuant to  
6 Wis. Stats. §19.85(1)(e), “deliberating or negotiating the purchasing of public properties, the investing of  
7 public funds, or conducting other specified public business, whenever competitive or bargaining reasons  
8 require a closed session,” specifically to consider a neighbors proposal to donate land to the Washington  
9 County Park System, approximately 20 acres near the County Fairgrounds. Motion carried unanimously  
10 by roll call vote.

11

12 **OPEN SESSION**

13 Moved by Mr. Heidtke, seconded by Mr. Sorce to return to open session at 4:15 p.m. Motion carried  
14 unanimously by roll call vote.

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16 **POSSIBLE ACTION ON ITEMS DISCUSSED IN CLOSED SESSION**

17 No action.

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19 **AGENDA ITEMS FOR FUTURE MEETINGS**

20 None.

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22 **NEXT TENTATIVE MEETING DATE**

23 The Planning, Conservation and Parks Committee will tentatively meet on Tuesday, December 14, 2010,  
24 at 8:00 a.m. and January 12, 2011, at 1:00 p.m.

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26 **ADJOURNMENT**

27 Moved by Mr. Heidtke, seconded by Mr. Ewert to adjourn the meeting at 4:17 p.m. Motion carried.

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Brenda J. Jaszewski, County Clerk