

**WASHINGTON COUNTY  
COMPREHENSIVE PLAN  
TECHNICAL ADVISORY COMMITTEE**

Public Agency Center – Room 1023  
West Bend, WI

August 29, 2013  
10:00 a.m.

Members present: Gerald Schulz (County Board Supervisor) Rick Gundrum (County Board Supervisor), Linda Walter (Health Department), Rob Schmid (Emergency Management), Linda Olson (Aging and Disability Resource Center), Tom Wondra (Highway Department)

Absent: Dan Goetz (County Board Supervisor)

Excused: None

Staff present: Deb Sielski-Deputy Administrator, Joshua Glass-Planner

Also present: Joni Whitehouse (Health Department)

**I. CALL MEETING TO ORDER / REVIEW AGENDA – SUPERVISOR SCHULZ**

The meeting was called to order at 10:02 a.m. The agenda had been reviewed by members.

**II. INTRODUCTIONS – SUPERVISOR SCHULZ**

Staff and Committee members introduced themselves and described the department or County Board liaison committees they are representing.

**III. ELECTION OF CHAIR AND VICE CHAIR – SUPERVISOR SCHULZ**

Nomination by Gundrum, seconded by Schmid, to appoint Schulz as Chairperson of the committee. Schulz accepted the position. Nomination approved unanimously.

Nomination by Olson, seconded by Walter, to appoint Gundrum as Vice Chairperson of the Committee. Nomination by Gundrum, also seconded by Walter, to appoint Wondra as Vice Chairperson of the Committee. Schulz requested a hand vote with Gundrum receiving four votes and the majority. Gundrum accepted the position. Nomination approved unanimously.

**IV. DISCUSS HISTORY AND RESPONSIBILITIES OF THE TECHNICAL ADVISORY COMMITTEE – DEB SIELSKI**

Sielski distributed a handout titled “Comprehensive Planning Introduction” and gave an overview of the comprehensive planning law and process in Washington County. Sielski explained how and why this Committee was formed during development of the County’s comprehensive plan and why it is being reconvened now. She described comprehensive planning partnerships in Washington County, required elements in a plan, and the basic goals of comprehensive planning.

**V. PRESENTATION OF DRAFT REPORT TO THE COUNTY BOARD – DEB SIELSKI**

Sielski distributed a draft document titled “Five Year Implementation Report to the County Board (October 2013)”. Referencing the handout, she illustrated how the County’s comprehensive plan was utilized during the creation or update of several other County plans including the Farmland Preservation Plan, Aquatic Invasive Species Strategic Plan, Land and Water Resource Management Plan, Park and Open Space Plan, as well as various grant applications and other County actions.

Sielski informed the Committee of the comprehensive plan amendment procedures that Washington County will follow over the next few months. She talked about how the plan outlines many actions for Washington County in the form of goals, objectives, policies, and programs. At this time, Sielski distributed a handout that listed all programs in the comprehensive plan and highlighted draft amendments to the programs. Sielski further described why this Committee was formed and requested that members review the document with regards to their various departments or committees. Sielski emphasized that it is important to keep the big picture in mind when reviewing the programs, and offered to attend meetings of other committees to present an overview of comprehensive planning if needed. October 10<sup>th</sup> was the deadline given to submit changes to the program document.

Sielski described consistency requirements between a comprehensive plan and various ordinances. If a comprehensive planning conflict does arise in Washington County, the County or local governments within could utilize a dispute resolution process which Sielski also explained. Glass noted that the comprehensive planning law and process is rather complex and requested that Committee members contact him or Sielski if they have any questions.

**VI. ADJOURN TECHNICAL ADVISORY COMMITTEE**

**Motion by Wondra to adjourn the meeting at 11:33 a.m.; seconded by Olson. Motion carried unanimously.**

Debora Sielski  
Deputy Planning and Parks Administrator

Approved by \_\_\_\_\_  
Gerald Schulz, Chairperson

Date \_\_\_\_\_