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

Public Agency Center  
West Bend, WI

October 26, 2011  
1: 35 p.m.

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

Also present: Administrator Paul Mueller, Deputy Administrator Debora Sielski, Land Resources Manager Phil Gaudet, County Conservationist Paul Sebo, Chairperson Herbert Tennes, County Attorney Kim Nass, Assistant Administrator for Golf and Parks Mike Kactro, Accounting Supervisor Kelly Cisar, Inspector-In-Charge David Seils, Inspector David Lindner, Inspector David Zuern, Landscape Designer Cindy Leinss, Office Manager Joanne Wagner, Supervisor Mary Goeman, Supervisor Dennis Myers, and County Clerk Administrative Assistant Linda Doro.

Chairperson Stern called the meeting to order at 1:35 p.m. and read the Affidavit of Posting.

**PUBLIC HEARING**

**MATTHEW D. WOLFERT, HILARY R. JAMES, HARLOW R. JAMES, RUTH M. JAMES, SW-1/4, SECTION 29, TOWN OF WEST BEND - CONDITIONAL USE PERMIT FOR EXCAVATING, FILLING OR GRADING IN A SHORELAND ZONING DISTRICT (ADDRESS: 5522 PENINSULA DRIVE, WEST BEND)**

*Appearance: Harlow James, Ruth James, and Matthew Wolfert*

Ms. Doro read the Notice of Public Hearing. Mr. Gaudet presented a plat map indicating the location of the parcel owned by Matthew D. Wolfert, Hilary R. James, Harlow R. James, and Ruth M. James. The owners are requesting approval of a conditional use permit to exceed the impervious area limit. The existing impervious area is 51.8% for the lot. An addition is proposed to the house, which will be over the existing garage and the addition will not increase the footprint or impervious area of the house and lot. The owners obtained a variance from the County Board of Adjustment on September 12, 2011, for shoreland and sideyard setbacks for this project. Mr. Stern opened the public hearing and comments were received from Matthew Wolfert. Mr. Stern closed the public hearing. Staff does not object to the conditional use permit request. Moved by Mr. Miller, seconded by Mr. Bassill to approve the Conditional Use permit for excavating, filing or grading in a Shoreland Zoning District for Matthew D. Wolfert, Hilary R. James, Harlow R. James, and Ruth M. James, Section 29, Town of West Bend. Motion carried.

**RECONSIDERATION - REQUEST FOR SANITARY VARIANCE - RESIDENTIAL HOLDING TANK 1864 TIMMERS LLC - SE-1/4 OF THE NE-1/4, AND NW-1/4 OF THE SW-1/4, SECTION 32, TOWN OF WEST BEND (ADDRESS: 5151 TIMMERS BAY ROAD)**

*Appearance: David Moore, Moore Designs, and Dan Schalles, Schalles Excavating*

Mr. Seils presented a plat map indicating the location of the parcel owned by 1864 Timmers, LLC. The owners have six cottages at the Timmers Restaurant property that they want to rebuild

1 or remodel, and there is the need to replace the private onsite wastewater treatment systems  
2 (POWTS) that currently serve the cottages. The owners are requesting a sanitary variance to  
3 install holding tanks because if mound systems would be installed, several large trees would  
4 have to be removed, which would change the aesthetics of the property. Locating several mound  
5 systems in the open area near the restaurant would alter the aesthetics and the potential use of the  
6 open area, which is used for outdoor events such as weddings, and other large gatherings. Also,  
7 the cottages will be seasonal use and using holding tanks will disturb the least amount of natural  
8 area.

9  
10 Certified Soil Tester, Eric Schmitz, has identified areas on the property that mound areas could  
11 be installed to serve the cottages, however it is his recommendation to install holding tanks rather  
12 than mound systems, which would if installed, affect the aesthetics and use of the property.

13  
14 The original sanitary variance request was postponed on September 28, 2011, at the Committee's  
15 request, to allow the applicants to submit diagrams showing how mounds could be configured on  
16 the property and to get a better understanding of the areas needed for the mound systems. Mr.  
17 Seils presented diagrams showing the use of typical mounds, and showing the layout of  
18 downsized mounds. With the additional materials received, it is still staff's position that mounds  
19 are the best method of sewage disposal at this site. Mr. Schalles presented estimated costs for  
20 the mound systems.

21  
22 Moved by Mr. Bassill, seconded by Mr. Heidtke to approve the sanitary variance for a holding  
23 tank for 1864 Timmers, LLC, in Section 32, Town of West Bend. Motion carried with Mr.  
24 Ewert voting no.

25  
26 The meeting recessed at 2:10 p.m. and reconvened at 2:24 p.m.

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28 **DNR PRESENTATION ON HOW NAVIGABILITY DETERMINATIONS ARE**  
29 **COMPLETED**

30 *Appearance: DNR Shoreland Policy Coordinator Heidi Kennedy, and Water Management*  
31 *Specialist Travis Schroeder*

32 Ms. Kennedy and Mr. Schroeder gave a presentation on how navigability determinations are  
33 completed the DNR.

34  
35 **DIVISION REPORTS**

36 *Planning Division - Debora Sielski*

- 37 • Farmland Preservation Planning
- 38 • Comprehensive Plan Amendment No. 1
- 39 • Activities for Other Planning and Parks Department Divisions
- 40 • Other Planning Division Activities

41  
42 *Golf and Parks Division - Mike Kactro*

- 43 • Clubhouse and Site Projects
- 44 • Golf Course Projects
- 45 • Golf Course Staffing
- 46 • Golf Course Reservations

- 1 • Park Projects
- 2 • Park Staffing
- 3 • Shelter Reservations
- 4 • Capital Improvement Plan Projects Update

5

6 Moved by Mr. Miller, seconded by Mr. Sorce to accept the Planning Division, and Golf and  
7 Parks Division reports. Motion carried.

8

#### 9 **MINUTES**

10 A correction was noted on Page 4, Line 37: October ~~27~~ **26**. Moved by Mr. Ewert, seconded by  
11 Mr. Heidtke to approve the minutes of September 28, 2011, as corrected. Motion carried.

12

#### 13 **BUDGET UPDATE**

14 Mr. Mueller reported on the Finance Committee's review of the 2012 Planning and Parks  
15 Department budget, and the Administrative Services Committee's decision to retain the Planning  
16 and Parks Department for lawn maintenance and snow and ice removal at Fair Park.

17

#### 18 **REVIEW OF OCTOBER 24, 2011 PUBLIC HEARING COMMENTS**

19 Ms. Sielski reviewed the staff's responses to the public comments on the final draft Appendix T-  
20 A Farmland Preservation Plan for Washington County as Amendment No. 2 to a Multi-  
21 Jurisdictional Comprehensive Plan for Washington County: 2035. Moved by Mr. Sorce,  
22 seconded by Mr. Bassill to concur with staff's responses to the public comments received at the  
23 October 24, 2011, public hearing, and request staff forward their responses to the public that  
24 presented their comments. Motion carried.

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26 Supervisor Schulz was excused at 3:32 p.m.

27

#### 28 **CONSIDERATION OF APPROVAL - RESOLUTION TO FORWARD APPENDIX T - A** 29 **FARMLAND PRESERVATION PLAN FOR WASHINGTON COUNTY AS** 30 **AMENDMENT NO. 2 OF A MULTI-JURISDICTIONAL PLAN FOR WASHINGTON** 31 **COUNTY: 2035 TO THE COUNTY BOARD FOR APPROVAL**

32 Ms. Sielski presented staff recommended edits to the final draft of A Farmland Preservation Plan  
33 for Washington County: 2035. Moved by Mr. Miller, seconded by Mr. Heidtke to approve a  
34 resolution adopting Appendix T - Farmland Preservation Plan for Washington County as  
35 Amendment No. 2 of A Multi-jurisdictional Plan for Washington County: 2035, including the  
36 staff recommended edits presented, subject to DATCP review and certification, and forward to  
37 the County Board. Motion carried with Mr. Bassill voting no.

38

#### 39 **CONSIDERATION OF APPROVAL - ORDINANCE TO AMEND SECTION 21.09 OF** 40 **THE COUNTY CODE RELATING TO APPENDIX T - A FARMLAND** 41 **PRESERVATION PLAN FOR WASHINGTON COUNTY AS AMENDMENT NO. 2 OF** 42 **A MULTI-JURISDICTIONAL PLAN FOR WASHINGTON COUNTY: 2035**

43 Moved by Mr. Sorce, seconded Mr. Ewert to approve an ordinance to amend Section 21.09 of  
44 the County Code, relating to Appendix T - A Farmland Preservation Plan as Amendment No. 2  
45 of A Multi-jurisdictional Plan for Washington County: 2035, subject to DATCP review and  
46 certification, and forward to the County Board. Motion carried with Mr. Bassill voting no.

1 **AGENDA ITEMS FOR FUTURE MEETINGS**

- 2       • Consider locator system at the entrance of each County Park  
3       • Consider Outdoor Archery Range on Spaeth Property

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5 **NEXT TENTATIVE MEETING DATE**

6 The Planning, Conservation and Parks Committee will tentatively meet on Wednesday,  
7 November 23, 2011, at 1:00 p.m.

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9 **ADJOURNMENT**

10 Moved by Mr. Ewert, seconded by Mr. Heidtke to adjourn the meeting at 3:50 p.m. Motion  
11 carried.

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Brenda J. Jaszewski, County Clerk