

**MINUTES
KENOSHA COUNTY
PLANNING, DEVELOPMENT & EXTENSION EDUCATION COMMITTEE
Wednesday, MAY 11, 2022**

Minutes of the Kenosha County Planning, Development & Extension Education Committee public hearing held on Wednesday, May 11, 2022 at 6:00 p.m. at the Kenosha County

Members Present: Chairman Aaron Karow, Vice Chairman Ed Kubicki, Supervisors Brian Bashaw, John Franco, and Daniel Gaschke

Members Excused: Supervisor Andy Berg and John O'Day

Also Present: Supervisor Gabe Nudo, Chairman of the County Board, ex officio

Youth In Governance Representatives Excused: Mackenzie Belletini and Brooke Smith

Staff in Attendance:

Andy M. Buehler, Director, Division of Planning and Development
Teresa Ward, Area Extension Director
Mary Metten, Health & Well-Being Educator
Vijai Pandian, Horticulture Educator
Alyssa Stearns, 4-H Positive Youth Educator
April A. Webb, Recording Secretary

The meeting was called to order at 6:00 p.m. by Chairman Karow.

1. **Certification of Compliance with Wisconsin Open Meetings Law:** The committee certified that all requirements of the Wisconsin Open Meetings Law had been met.

A Point of Order item was discussed regarding the Vice Chairman position per the request of Supervisor Ed Kubicki.

- Supervisor Kubicki recommended Supervisor Daniel Gaschke for Vice Chairman of the PDEE Committee. Supervisor Franco seconded. Motion passed unanimously by those Committee members present.

2. **Feature Program "The Wisconsin Idea: Kenosha County and UW-Madison Division of Extension Partnership":** Teresa Ward, Area Extension Director, presented. Terri noted that UW Extension's role is to develop programs and make them sustainable, not just present them to the community. Specific details are attached.

3. **Youth In Governance (35:39):** Area Extension Director Terri Ward provided updates for Positive Youth Development Coordinator Erica Ness as she is currently out of the office traveling. A handout was provided regarding a list of 2022-23 YIG representatives; a motion is needed to appoint two YIG to the Executive Committee and two new alternates.

- Gaschke/Franco motion to move Alec Schires and Enze Price to the Executive Committee and appoint Patrick Sterling and Jessica Ormonde as alternates. Motion passed unanimously by those Committee members present.

It was noted that the orientation will be held Tuesday, May 17th from 5-7pm, YIG mentors have been selected, a mentor orientation will be held in the summer and the bus tour will be Wednesday, June 29th, which is a very informative all day event held at various Kenosha County facilities to learn about what each of the County departments do and what services they provide to the community.

4. **UW-Extension Educator/Program updates (39:44):**

Mary Metten, Health & Well-Being Educator, reported that April's Safe Kids Strong Families campaign and month wrapped up, ending with two great community events with the Family Fun Run and the Branching Out Family Resource Fair, at Kemper Center grounds and here at Kenosha County Center. She has started an Encouraging Financial Conversations series for spring '22, for professionals in client serving roles, with 14 people attending. She will be co-facilitating a Mental Health First Aid Training here at Kenosha County Center on Tuesday, June 21st.

Alyssa Stearns, 4-H Positive Youth Educator, noted that she is one month into her new role with extension. She is learning the roles and responsibilities required to lead and manage the 4-H program, including clubs, after-school programs, educational experiences, and in the future, camps (which is a big project). She would like to accomplish the expansion of access to 4-H programming throughout Kenosha County. She is planning to meet with club leaders next week through open office hours in the evenings when most families are available, as well as scheduled visits to club meetings to meet the members and leaders and learn about their needs.

Vijai Pandian, Horticulturist, noted that there have been a lot of tree losses due to weather conditions the last couple of years due to drought conditions and then the wet spring we recently experienced. He noted that there is a labor shortage in the industry. We have received a lot of inquiries regarding lawn conditions. He is working on a new program with Wisconsin Correctional Institute at Sturtevant in teaching inmates on gardening and landscape on a weekly basis. The arboretum project at the KCC campus will focus on what other species can stand up to the high and low temperatures of this area.

5. **UW-Extension Director's Report:** Area Extension Director Ward reported that the 4-H educator position has been filled and the agriculture agent position is still in the process of being posted, which will be a shared position with Kenosha and Racine counties. The position will be focused on small farms increase supply chain in option for direct market vegetable production. The new supervisor orientation will be coming up, as well as the Youth In Governance events previously noted.

Chairman Karow called for a brief recess prior to reconvening for the Public Hearing portion of this meeting.

After a brief recess, the Public Hearing was called to order at 7:00 p.m. in the Public Hearing Room (Recording #2 of 2).

Chairman Karow called for introductions of committee members and staff.

6. **Shirley F. Kasperek Family Trust and Keith LaMeer Family Trust and Deborah A. LaMeer Family Trust**, 4510 Town Rd., Salem, WI 53168-9233 (Owner), Deborah LaMeer, 4510 Town Rd., Salem, WI 53168-9233 (Agent), requests an **amendment to the Adopted Land Use Plan map for Kenosha County: 2035 (map 65 of the comprehensive plan)** from “Farmland Protection”, “Rural-Density Residential”, “SEC” & “Non-Farmed Wetland” to “Farmland Protection”, “General Agricultural & Open Land”, “SEC” & “Non-Farmed Wetland” on Tax Parcels #30-4-220-331-0101 & 30-4-220-331-0150, located in the NE ¼ of Section 33, T2N, R20E, Town of **Brighton**.

Division Director Buehler noted the office had received an email requesting the withdrawal of the three items for the Kasperek’s and that the petitioner was working on submitting a new application. He recommended the Committee accept the withdrawal.

- Franco/Bashaw motion to **accept the withdrawal** of the Comprehensive Plan Amendment request of Shirley F. Kasperek Family Trust and Keith LaMeer Family Trust and Deborah A. LaMeer Family Trust (Owner), Deborah LaMeer (Agent). Passed unanimously by those committee members present.

7. **Shirley F. Kasperek Family Trust and Keith LaMeer Family Trust and Deborah A. LaMeer Family Trust**, 4510 Town Rd., Salem, WI 53168-9233 (Owner), Deborah LaMeer, 4510 Town Rd., Salem, WI 53168-9233 (Agent), requesting a **rezoning** from A-1 Agricultural Preservation Dist., R-1 Rural-Density Residential Dist., C-2 Upland Resource Conservancy Dist. & C-1 Lowland Resource Conservancy Dist. to A-1 Agricultural Preservation Dist., A-2 General Agricultural Dist., C-2 Upland Resource Conservancy Dist. & C-1 Lowland Resource Conservancy Dist. on Tax Parcels #30-4-220-331-0101 & 30-4-220-331-0150, located in the NE ¼ of Section 33, T2N, R20E, Town of **Brighton**.

- Franco/Bashaw motion to **accept the withdrawal** of the rezoning request of Shirley F. Kasperek Family Trust and Keith LaMeer Family Trust and Deborah A. LaMeer Family Trust (Owner), Deborah LaMeer (Agent). Passed unanimously by those committee members present.

8. **Shirley F. Kasperek Family Trust and Keith LaMeer Family Trust and Deborah A. LaMeer Family Trust**, 4510 Town Rd., Salem, WI 53168-9233 (Owner), Deborah LaMeer, 4510 Town Rd., Salem, WI 53168-9233 (Agent), requesting a **Certified Survey Map** on Tax Parcels #30-4-220-331-0101 & 30-4-220-331-0150, located in the NE ¼ of Section 33, T2N, R20E, Town of **Brighton**.

- Franco/Bashaw motion to **accept the withdrawal** of the Certified Survey Map request of Shirley F. Kasperek Family Trust and Keith LaMeer Family Trust and Deborah A. LaMeer Family Trust (Owner), Deborah LaMeer (Agent). Passed unanimously by those committee members present.

9. **Michael W. Nielsen & Erin N. Nielsen**, 1144 Bowles Rd., Antioch, IL 60002 (Owner), Michael Nielsen, 1144 Bowles Rd., Antioch, IL 60002 (Agent), requesting a **rezoning** from R-1 Rural Residential Dist. to R-2 Suburban Single-Family Residential Dist. on Tax Parcel #95-4-119-042-0320, located in the NW ¼ of Section 4, T1N, R19E, Town of **Wheatland**.

Michael Nielsen was in attendance to speak to this item.

- Kubicki/Franco motion to **approve** and recommend to the Kenosha County Board of Supervisors the rezoning request of Michael W. Nielsen & Erin Nielsen (Owner), Michael Nielsen (Agent). Passed unanimously by those PDEEC members present.

10. **Michael W. Nielsen & Erin N. Nielsen**, 1144 Bowles Rd., Antioch, IL 60002 (Owner), Michael Nielsen, 1144 Bowles Rd., Antioch, IL 60002 (Agent), requesting a **Certified Survey Map** on Tax Parcel #95-4-119-042-0320, located in the NW ¼ of Section 4, T1N, R19E, Town of **Wheatland**.

Michael Nielsen was in attendance to speak to this item.

- Gaschke/Kubicki motion to **approve** the Certified Survey Map for Michael W. Nielsen & Erin Nielsen (Owner), Michael Nielsen (Agent), subject to the following conditions:

- 1) Michael W. Nielsen & Erin N. Nielsen, 1144 Bowles Rd., Antioch, IL 60002 (Owner), Michael Nielsen, 1144 Bowles Rd., Antioch, IL 60002 (Agent), – NW ¼ of Section 4, T2N, R19E, Town of Wheatland. For informational purposes only, this parcel is located on the north side of Geneva Road, approximately 500 feet west of CTH O (Burlington Road).

Requesting approval of a Certified Survey Map (undated draft copy by Joseph R. Sadoski of Greengard Inc.) to create two (2) 1.00-acre parcels and one (1) 2.40-acre parcel from Tax Parcel #95-4-119-042-0320, located in the NW ¼ of Section 4, T2N, R19E, Town of Wheatland.

Conditional Approval subject to the following:

- a) Compliance with any conditions put forth by the Town of Wheatland.
- b) Subject to revising the CSM to address review comments from the Wisconsin Department of Administration's May 9, 2022 review letter (Exhibit A, attached).
- c) Subject to making the following revisions to the CSM:
 1. On Sheet 1, add an Inset Map of the area concerned showing the location of the proposed certified survey map in relation to the U. S. Public Land Survey section and quarter-section lines and abutting and nearby public streets and highways. The inset map shall be oriented on the sheet in the same direction as the main drawing.
 2. Add the date of map.
 3. Re-label the "Prepared For" as "Owner/Subdivider" and provide the name of both property owners (Michael W Nielsen & Erin N Nielsen).

4. Indicate the northerly 33' of Geneva Road as "Dedicated to the Public".
5. Show the location of any/all soil boring and percolation tests within the exterior boundaries of the CSM. Add a corresponding legend item for such soil borings.
6. Show the location of any existing and proposed POWTS (private onsite wastewater treatment systems).
7. Add a note indicating the existing (R-1) and proposed (R-2) zoning.
8. Indicate the zoning of lands adjacent to the proposed land division.
9. Indicate the owners of record of abutting unplatted lands.
10. Add and label the shoreland boundary on the face of the CSM.
11. Remove the label indicating "Center of State Trunk Highway "50" (A.K.A. Geneva Road), as STH 50 lies to the north of and does not border the proposed CSM.
12. In the Surveyors Certificate, also indicate compliance with the Kenosha County Land Division Ordinance.
13. Add a signature area for the Kenosha County Planning, Development & Extension Education Committee, as follows:

Kenosha County Planning, Development & Extension
Education Committee Approval

This certified survey map was hereby approved by the
Kenosha County Planning, Development & Extension
Education Committee on this _____day of
_____ 20____.

Aaron Karow, Chair

- d) Subject to all rules and requirements of Chapter 15 of the Kenosha County Sanitary Code and Private Sewage System Ordinance and SPS 383 and 385 of the Wisconsin Administrative Code. Complete soil and site evaluations have been conducted on each lot and where required by County Ordinance. The report is on file with the Kenosha County Department of Planning and Development. Any change in the location of the dispersal cell area must result in another soil and site evaluation by a licensed State of Wisconsin soil tester prior to changing the location of a prospective Private Onsite Wastewater Treatment Systems (POWTS). It is recommended that any desired change in the location of the dispersal cell be done prior to any transaction of property. All tested areas shall be protected and preserved by the developer and any subsequent owner from any disturbance which includes: cutting and filling of existing soil surface, compaction from vehicles, installation of roads and driveways, installation of stormwater devices and excavation for utilities. Destruction of a POWTS site may result in a parcel being unbuildable. None of these lots may have their dwellings served by holding tanks.
- e) Subject to the rezoning being approved from R-1 Rural Residential Dist. to R-2 Suburban Single-Family Residential Dist.

- f) The certified survey map shall not be released for recording until the rezoning ordinance is signed by the County Executive.
- g) Subject to sending an electronic copy of the revised CSM showing the aforementioned changes to the Kenosha County Department of Planning and Development office to receive sign-off prior to the surveyor preparing the recordable CSM document for signatures. The county contact is Luke Godshall who can be contacted at the following e-mail address: luke.godshall@kenoshacounty.org.
- h) No land division shall be recorded if any portion or part of the parent parcel has any unpaid taxes or outstanding special assessments without prior approval of the local and Kenosha County Treasurer.
- i) Subject to receiving the original certified survey as approved by the Town of Wheatland.
- j) Subject to submitting the recordable copy of the Certified Survey Map (CSM) with signatures to the Kenosha County Planning & Development office along with the appropriate Register of Deeds recording fees within twelve (12) months of receiving conditional approval from the Kenosha County Planning, Development & Extension Education Committee. The Kenosha County Planning & Development office will submit the CSM along with the appropriate fees to the Register of Deeds for recording immediately upon receiving the recordable CSM and fee payments. Failure to submit the CSM with the required fees within the twelve (12) month time limit will render the CSM null and void. Failure to meet these conditions will require that the CSM be resubmitted for approval by the Kenosha County Planning, Development & Extension Education Committee.

Passed unanimously by those PDEEC members present.

6. Approval of Minutes

- Gaschke/Bashaw motion to approve the minutes as presented of the April 13, 2022 Planning, Development and Extension Education Committee meeting. Passed unanimously by those PDEEC members present.

7. Citizen Comments - None

- 8. Any Other Business Allowed By Law** – Planning Director Buehler reminded the Committee that the June meeting has been moved from June 8th to June 15th. He noted three items were expected for the June 15, 2022 meeting agenda.

9. **Adjournment**

- Kubicki/Gaschke motion to adjourn the meeting. Passed unanimously by those PDEEC members present. The meeting was adjourned at 7:17 p.m.

The next regularly scheduled meeting of the Planning, Development & Extension Education Committee will be held on Wednesday, June 15, 2022.