

**MINUTES
KENOSHA COUNTY
PLANNING, DEVELOPMENT & EXTENSION EDUCATION COMMITTEE
Wednesday, May 13, 2020**

Minutes of the Kenosha County Planning, Development & Extension Education Committee public hearing held on Wednesday, May 13, 2020 at 7:00 p.m. at the Kenosha County Job Center, Conference Room South 10, 8600 Sheridan Road, Kenosha, Wisconsin.

Members Present: Supervisors Daniel Gaschke, Amy Maurer, Sandra Beth, Gabe Nudo, and Zach Rodriguez

Youth In Governance Representatives Present via WebEx: Kasey Cochran and Seth Rosen

Staff in Attendance via WebEx:

Andy M. Buehler, Director, Division of Planning and Development
Beverlee Baker, Area Extension Director
April A. Webb, Senior Administrative Assistant

The meeting was called to order at 7:02 p.m. by Chairman Gaschke.

Chairman Gaschke called for introductions of committee members, youth in governance, and staff.

1. **Certification of Compliance with Wisconsin Open Meetings Law:** The committee certified that all requirements of the Wisconsin Open Meetings Law had been met
2. **Nomination of 2nd Vice Chair (2:13 recording time):** Chairman Gaschke called for nominations for 2nd Vice Chair of the Planning, Development & Extension Education Committee. No nomination was offered. Chairman Gaschke noted it would be unlikely the need would arise for a 2nd Vice Chair due to the committee being comprised of five members versus other committees having seven members and this could be revisited in the future should the need arise. Rodriguez/Maurer to table indefinitely. Passed on the following roll call vote: Beth – aye; Maurer – aye; Nudo – no; Rodriguez – aye; Gaschke - aye.
3. **Michael J. & Ann M. Grossman, 25537 52nd St., Salem, WI 53168 (Owner), requests an amendment to the Adopted Land Use Plan map for Kenosha County: 2035 (map 65 of the comprehensive plan) from “General Agricultural and Open Land”, “Primary Environmental Corridor” & “Nonfarmed Wetland” to “General Agricultural and Open Land”, “Rural-Density Residential”, “Primary Environmental Corridor” & “Nonfarmed Wetland” on Tax Parcel # 30-4-220-344-0406, located in the SE ¼ of Section 34, T2N, R20E, Town of Brighton (3:12)**

Michael J. Grossman, owner, was in attendance via WebEx to speak to this item.

- Rodriguez/Maurer motion to **approve** and recommend to the Kenosha County Board of Supervisors the Comprehensive Plan Amendment request of Michael J. & Ann M. Grossman.

Passed on the following roll call vote: Beth – aye; Maurer – aye; Nudo – aye; Rodriguez – aye; Gaschke - aye. Youth In Governance – Cochran – aye; Rosen – aye.

4. **Michael J. & Ann M. Grossman, 25537 52nd St., Salem, WI 53168 (Owner), requesting a rezoning from A-2 General Agricultural Dist., C-2 Upland Resource Conservancy Dist. & C-1 Lowland Resource Conservancy Dist. to A-2 General Agricultural Dist., R-1 Rural Residential Dist., C-2 Upland Resource Conservancy Dist. & C-1 Lowland Resource Conservancy Dist. on Tax Parcel # 30-4-220-344-0406, located in the SE ¼ of Section 34, T2N, R20E, Town of Brighton (17:23)**

Michael J. Grossman, owner, was in attendance via WebEx to speak to this item.

- Rodriguez/Maurer motion to combine the vote for agenda items number 4 and 5 regarding the Grossman petitions to streamline meeting proceedings. Passed unanimously.
- Maurer/Beth motion to **approve** and recommend to the Kenosha County Board of Supervisors the rezoning request of Michael J. & Ann M. Grossman. Passed unanimously, including YIG.

5. **Michael J. & Ann M. Grossman, 25537 52nd St., Salem, WI 53168 (Owner), requesting a Certified Survey Map on Tax Parcel # 30-4-220-344-0406 located in the SE ¼ of Section 34, T2N, R20E, Town of Brighton (17:23)**

Michael J. Grossman, owner, was in attendance via WebEx to speak to this item.

- Maurer/Beth motion to **approve** the CSM request of Michael J. & Ann M. Grossman, subject to the following conditions:

- 1) Michael J. & Ann M. Grossman, 25537 52nd St., Salem, WI 53168 (Owner) – Part of the SE ¼ of Section 34, T2N, R20E, Town of Brighton. For informational purposes only, this parcel is located on the east side of STH 75 (256th Ave.) approximately 700 feet south of CTH NN (52nd St).

Requesting approval of a Certified Survey Map (dated February 4, 2020 and revised March 5, 2020 by Jeffrey K. Rampart of J.K.R. Surveying, Inc.) to create one (1) 8.11-acre parcel and one (1) 12.53-acre parcel from Tax Parcel #30-4-220-344-0406.

Conditional Approval subject to the following:

- a) Compliance with any conditions put forth by the Town of Brighton.
- b) Subject to revising the CSM to address review comments from the Wisconsin Department of Administration's February 28, 2020 review letter (Exhibit A, attached).
- c) Subject to making the following revisions to the CSM:
 1. Label lots using numbers rather than roman numerals.
 2. Indicate the owners of record of abutting unplatted lands.
 3. Show the wetland boundaries (per the existing C-1 zoning boundaries as shown on Kenosha County mapping) on the face of the CSM.

4. Show the Primary Environmental Corridor boundary on the face of the CSM.
 5. Add note: "There shall be no filling, excavation or building within the wetland areas."
- 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 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.
- f) 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.
- g) Subject to receiving the original certified survey as approved by the Town of Brighton.
- h) 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, including YIG.

- Rodriguez/Maurer motion to **remove from the table** of the CSM request of Michael J. & Ann M. Grossman. Passed unanimously, including YIG.

6. **Tabled Request of Michael J. & Ann M. Grossman**, 25537 52nd St., Salem, WI 53168 (Owner), requesting a **Certified Survey Map** on Tax Parcel # 30-4-220-344-0406 located in the SE ¼ of Section 34, T2N, R20E, Town of **Brighton (32:03)**

Michael J. Grossman, owner, was in attendance via WebEx to speak to this item.

- Rodriguez/Maurer motion to **accept the withdrawal** of the CSM request of Michael J. & Ann M. Grossman. Passed unanimously, including YIG.

- Maurer/Beth motion to **remove from the table** agenda items 7, 8 and 9 Lourigan petitions. Passed unanimously including YIG.

7. **Tabled Request of John P. Lourigan/Lourigan Trust**, 844 172nd Ave., Union Grove, WI 53182 (Owner), requests an **amendment to the Adopted Land Use Plan map for Kenosha County: 2035 (map 65 of the comprehensive plan)** from “Farmland Protection” to “Farmland Protection”, “General Agricultural & Open Land” and “Suburban-Density Residential” on Tax Parcel # 45-4-221-091-0310 located in the NE ¼ of Section 9, T2N, R21E, Town of **Paris (37:22)**

John P. Lourigan, owner, was in attendance via WebEx to speak to this item.

- Rodriguez/Maurer motion to **approve** and recommend to the Kenosha County Board of Supervisors the Comprehensive Plan Amendment request of John P. Lourigan/Lourigan Trust. Passed on the following roll call vote: Beth – aye; Maurer – aye; Nudo – aye; Rodriguez – aye; Gaschke - aye. Youth In Governance – Cochran – aye; Rosen – aye.

8. **Tabled Request of John P. Lourigan/Lourigan Trust**, 844 172nd Ave., Union Grove, WI 53182 (Owner), requesting a **rezoning** from A-1 Agricultural Preservation Dist. to A-1 Agricultural Preservation Dist., A-2 General Agricultural Dist., R-2 Suburban Single-Family Residential Dist., C-1 Lowland Resource Conservancy Dist. & PUD Planned Unit Development Overlay Dist. on Tax Parcel # 45-4-221-091-0310 located in the NE ¼ of Section 9, T2N, R21E, Town of **Paris (54:37)**

John P. Lourigan, owner, was in attendance via WebEx to speak to this item.

Items number 8 and 9 were voted on by combined motion.

- Maurer/Beth motion to **approve** and recommend to the Kenosha County Board of Supervisors the rezoning request of John P. Lourigan/Lourigan Trust. Passed unanimously, including YIG.

9. **Tabled Request of John P. Lourigan/Lourigan Trust**, 844 172nd Ave., Union Grove, WI 53182 (Owner), requesting a **Certified Survey Map** on Tax Parcel # 45-4-221-091-0310 located in the NE ¼ of Section 9, T2N, R21E, Town of **Paris (54:37)**.

John P. Lourigan, owner, was in attendance via WebEx to speak to this item.

- Maurer/Beth motion to approve the CSM request of Michael J. & Ann M. Grossman. subject to the following conditions:

- 1) John P Lourigan/Lourigan Trust, 844 172nd Ave., Union Grove, WI 53182 (Owner), – Part of the NE & SE ¼ of Section 9, T2N, R21E, Town of Paris. For informational purposes only, this parcel is located on the west side of CTH “D” (172nd Ave.), approximately 0.25 miles south of its intersection with CTH “A” (7th St).

Requesting a Certified Survey Map (dated July 23, 2019 by Mark A. Bolender of Ambit Land Surveying), to create one (2) 2.68-acre parcels, one (1) and one (1) 10.06-acre parcel and one (1) 52.90-acre Outlot from Tax Parcel #45-4-221-091-0310, located in the NE & SE ¼ of Section 9, T2N, R21E, Town of Paris.

Conditional Approval subject to the following:

- a) Compliance with any conditions put forth by the Town of Paris.
- b) Subject to revising the CSM to address review comments from the Wisconsin Department of Administration’s January 30, 2020 review letter (Exhibit A, attached).
- c) Subject to making the following revisions to the CSM:
 1. Revise the note for CTH “A” highway dedication to read “Dedicated for Public Road Purposes”.
 2. Revise map legend item for public road dedication to read “Denotes area dedicated for public road purposes”.
 3. Add a legend item for the soil boring locations.
 4. Indicate the Proposed Zoning for Lots & Outlot of the CSM.
Note: Lots 1 and 2 are proposed to be zoned R-2 Suburban Single-Family Residential District, Lot 3 is proposed to be zoned A-2 General Agricultural District and Outlot 1 is proposed to be zoned A-1 Agricultural Preservation District & C-1 Lowland Resource Conservancy District.
 5. Move the location of the “OUTLOT 1” notation to be listed above its acreage/square footage notation of “52.90 ACRES - 2,304,510 sq. ft.”
 6. In the first note on Sheet 1, revise the third sentence to read “No further land divisions may occur on Lots *or Outlots* shown on this CSM without further Town of Paris and Kenosha County approvals.”
 7. Remove Sheet 4 of 4, “AgPUD CONCEPT PLAN”, from the CSM.
 8. Add/label the shoreland boundary.
 9. Add the note: “Any land below the ordinary high water mark of a lake or a navigable stream is subject to the public trust in navigable waters that is established under article IX, section 1 of the state constitution.”
 10. Add the note: “There shall be no filling, excavation or building within the wetland and floodplain areas.”
 11. Update references of 2019 to 2020.

- 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 A-1 Agricultural Preservation Dist. to A-2 General Agricultural Dist., R-2 Suburban Single-Family Residential Dist., A-1 Agricultural Preservation Dist., C-1 Lowland Resource Conservancy Dist. & PUD Planned Unit Development Overlay 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 Paris.
- 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, including YIG.

10. **Review and Possible Approval of Adult Entertainment Ordinance Revisions (1:02:10)**

Corporation Counsel Joseph Cardamone and Division Director Andy Buehler presented a brief summary of the revisions to CH12 of the Kenosha County Municipal Code relative to Adult Entertainment Establishments. Mr. Buehler noted this item had been approved by the previous committee, but that due to cancelled meetings related to the pandemic and the timing of the seating of the new County Board Supervisors, the item did not move forward to County Board for final approval.

After calling for and receiving no motion and conferring with Corporation Counsel,

- Chairman Gaschke made a motion to **approve** and recommend to the Kenosha County to Board of Supervisors the revisions to the Adult Entertainment Ordinance. Motion failed due to the lack of a second.

11. **Extension Kenosha County update (1:15:32)**

Area Extension Director Bev Baker provided a brief update regarding UW Extension projects and activities. An orientation to UW-Madison Extension will be provided at the June PDEEC meeting.

Staff transitions have occurred with the 4-H and Youth Development educators resignations; Jen Reese previously provided similar services for Racine County and has been hired as interim 4-H Program Educator and will also provide youth development services through December 2020.

Youth In Governance (YIG) interviews were held May 16 and 17 with the current PDEEC YIG facilitating the interviews via video conference. On May 19 new youth members will receive their orientation, and the outgoing youth will be recognized at the County Board meeting. On June 16, the new YIG members will be introduced to the County Board. The YIG bus tour is on hold at this time and remains in flux pending restrictions for group gatherings whether they be 10 or 50 with social distancing. Youth As Resources partners with United Way and awarded five grants. 4-H volunteers must also follow Extension and County policies, resulting in the summer 4-H camp and many activities being cancelled or postponed.

Leigh Presley, Agriculture Educator, has been working with Women in Agriculture through the Heart of the Farm program sharing educational resources and connecting them with each other to provide support via video conferencing. The Tractor Safety training has two components: the classroom portion will be held via video conference in June, and the hands-on driver portion will be in July with COVID prevention policies implemented.

Vijai Pandian, Horticulture Educator, taught the Introduction to Plant Diagnostics sessions via webinar rather than in-person and outside hands-on program; refunds were given due to the postponing the session and offering it in a different format. Due to the amount of interest in gardening, Vijai created a three-part gardening series, which will also be via webinar. The Plant Health Advising/Diagnostics continues to be done via phone, email and text.

Mary Metten, Health & Well-Being Educator, co-facilitated the “No Small Matters” screening via video conference. She wrote “Taking Care of You” stress management emails with key resources which Kenosha County Human Resources shared with employees during the COVID-19 Safer at Home/telecommuting.

Bev noted that Community Development programming has been more challenging since it is very community-based, although the Kenosha County Food Bank nonprofit launched in March, which is also coordinating additional food distribution and providing the Kenosha County with a list of needs to share with the media. The team is evaluating the Workforce Development project via focus groups. Resource Fairs at the Kenosha Correctional Center have been postponed until assess is granted to community organization staff.

FoodWise staff has been calling their community partners - food pantries and meal programs – to compile an updated emergency food list daily (<https://kenosha.extension.wisc.edu/nutrition-education/>).

Chairman Gaschke thanked UW educators for keeping the County informed an engaged.

12. Approval of Minutes

- Maurer/Rodriguez motion to approve the minutes as presented of the March 11, 2020 and May 5, 2020 Planning, Development and Extension Education Committee meeting. Passed unanimously, including YIG.

13. Citizen Comments – None.

14. Any Other Business Allowed By Law

Mr. Buehler requested that the committee provide feedback as to why the AEO failed to obtain a second and to share any concerns with the proposed ordinance. If no one wanted to share now he asked that they call or email him.

Mr. Buehler noted that three applications have been received relative to one parcel (Comp Plan Amendment, Rezoning and Certified Survey Map) to date for the June 10 meeting agenda.

15. Adjournment

- Rodriguez/Maurer motion to adjourn the meeting. Passed unanimously, including YIG.

The meeting was adjourned at 8:42 p.m.

The next regularly scheduled meeting of the Planning, Development & Extension Education Committee will be held on Wednesday, June 10, 2020.