

DODGE COUNTY PLANNING, DEVELOPMENT AND PARKS COMMITTEE
MINUTES
March 5, 2018

The Dodge County Planning, Development and Parks Committee met on March 5, 2018 at 7:00 p.m. on the 1st Floor of the Administration Building, Juneau, Wisconsin.

Chairman Schaefer called the meeting to order. Roll Call was taken. Members present were Tom Schaefer, Allen Behl, William Muche, Joseph Marsik and Janice Bobholz. The staff present at the request of the Chairman were Bill Ehlenbeck, Dan Schultz, Mike Simons and Joseph Giebel. Dodge County Corporation Counsel Kimberly Nass was also present.

The Chairman asked the staff to confirm compliance with the open meeting laws and the public hearing notice requirements. Mr. Giebel noted that the meeting was properly noticed in accord with the open meeting law.

The agenda was reviewed.

Motion by Allen Behl to approve the agenda and allow the Chairperson to go out of order as needed to efficiently conduct the meeting. Second: Joseph Marsik Motion carried.

ADMINISTRATIVE BUSINESS

Planning and Development

1. Review and act on resolution regarding the transfer of conditional use permit #2005-0162 to new owners – Wind Energy Systems Turbine Facilities - Forward Energy LLC/Invenergy LLC. Towns of Leroy and Lomira.

A Resolution of the Planning, Development and Parks Committee regarding the sale of the Forward Energy Center that was prepared by the Dodge County Corporation Council was reviewed with the Committee. The resolution recognized the possible sale of the Forward Energy Wind farm facility located in the Towns of Leroy and Lomira to the Wisconsin Public Service Corporation, Wisconsin Power and Light Company and the Madison Gas and Electric Company. The resolution recognizes the transfer of CUP #2005-0162 issued by the County on May 3, 2007 to the buyers, thereby requiring the buyers to assume and comply with the obligations of the CUP. The resolution also recognizes the termination of the existing financial security escrow agreement with the sellers for the decommissioning and removal obligations under the permit subject to the requirement that it is replaced with a new Irrevocable Letter of Credit from the buyers to ensure that ample funds are available to decommission and remove the facility when it is no longer operational. The resolution also authorizes the Dodge County elected officials and the Dodge County Corporation Counsel to execute any and all documents necessary to facilitate the change in financial security required under the existing CUP. Kimberly Nass, Dodge County Corporation Counsel answered questions regarding the irrevocable letter of credit requirements and the resolution.

Motion by William Muche to approve the resolution as proposed.

Second by Joseph Marsik Vote 5-0 Motion carried.

2. Discussion on "Tiny House" development regulations.

Joseph Giebel provided the Committee with a copy of a generic proposal for a Tiny House Community development project that was presented to Bill Ehlenbeck and Mr. Giebel. The proposal calls for the development of a Tiny House Community on approximately 10-acres of land. The development will include private roads, common use land such as parks and a garden with the remaining land to be used as lots for rent for tiny homes. The lots will range in size from 1/8 to 1/4 acres in area and be arranged to fit the topography of the property. The typical tiny house ranges in size from 96 square feet in area to 400 square feet. Each lot in the proposed community will include a 10' X 30' concrete pad and gravel parking space. The development project will comply with sanitary or sewer requirements depending on the location of the property and the accessibility to public sewer. Sketches of potential tiny house communities were included in the proposal.

Mr. Giebel discussed the potential code issues that would need to be addressed by the developer in order for this type of project to comply with the current code regulations. Mr. Giebel noted that tiny houses are generally constructed to meet the requirements for a RV unit and do not meet the minimum UDC standards for a residence or a manufactured home. He also noted that under the code, RV units are only allowed within a licensed RV park and the Code provisions are written with the intent that RV units are not intended to be used for year-round residential use as they do not meet the minimum UDC standards. In addition, tiny houses do not generally meet the minimum living area requirements of the code and would need a variance to allow them to be constructed.

The committee expressed concern that the non-compliant living area requirements for these units, the use of an RV unit for year-round residential use and the non-compliant UDC aspects of the tiny house are all safety and health related concerns that would need to be addressed by a developer before considering a proposal of this type development. The committee also discussed a potential problem with Town regulations that have a larger minimum square footage requirement for residential homes. The committee indicated that any proposal that is submitted for consideration should be reviewed for compliance with the applicable code requirements and if the development project does not comply, it would be difficult for them to support the project.

Parks

1. Update on Gold Star Memorial Trail construction schedule

Bill Ehlenbeck provided the committee with a handout on the status of the Gold Star Memorial Trail. Construction has begun on the trail and the schedule for completion is as follows: The trail should be in and graveled by July. The paving will be completed in September/ October after the trail has had time to settle. The trail should be completed by Veterans Day. A grand opening ceremony is planned for June 1, 2019.

2. Consider, discuss and take action on snowmobile and atv program resolutions

Dan Schultz provided the Committee with an update on the snowmobile program resolution. The Department will be submitting an application for acquiring and maintaining 321.9 miles of certified Dodge County Snowmobile Trail for public outdoor recreation purposes. The

staff is requesting financial aid in the amount of \$300.00 per mile for a total of \$96,570.00 for seasonal acquisition and maintenance of the trail. The resolution authorizes Dan Schultz to act on behalf of Dodge County to submit the application to the State for any financial aid that may be available, to submit reimbursement claims, to submit signed documents and to take the action necessary to undertake, direct and complete the approved projects.

Motion by Janice Bobholz to approve the resolution for outdoor recreation aids for the Dodge County Snowmobile trail program as proposed.

Second by Allen Behl Vote: 5-0 Motion carried.

Dan Schultz provided the Committee with an update on the atv program resolution. The Department will be submitting an application for acquiring and maintaining 20 miles of certified Dodge County ATV Trail for public outdoor recreation purposes. The staff is requesting financial aid in the amount of \$100.00 per mile for a total of \$2,000.00 for seasonal acquisition and maintenance of the trail. The resolution authorizes Dan Schultz to act on behalf of Dodge County to submit the application to the State for any financial aid that may be available, to submit reimbursement claims, to submit signed documents and to take the action necessary to undertake, direct and complete the approved projects.

Motion by Janice Bobholz to approve the resolution for outdoor recreation aids for the Dodge County ATV trail program as proposed.

Second by Joseph Marsik Vote: 5-0 Motion carried.

3. Consider, discuss and take action on purchase of new parks truck

The staff reviewed a resolution for the purchase of a new parks truck with the Committee. The bid from Ewald Chevrolet Buick-Oconomowoc, for a new 2019 Chevy Silverado 3500 with a Reading aluminum utility body for \$43,227.50 was determined to be the most advantageous vehicle based on cost, reliability, safety and functionality. The Chevy Silverado was priced and compared to a Ford F-350, and a GMC Sierra 3500 and was priced the lowest. The resolution authorizes the Director of Land Resources and Parks to seek a purchase order for the 2019 Chevy Silverado 3500 as described. The purchase of the truck is part of the 2018 budget.

Motion by Janice Bobholz to approve the resolution for the purchase of the truck as proposed.

Second by Allen Behl Vote: 5-0 Motion carried.

4. Report on Parks projects and activities

Dan Schultz and Mike Simons provided the Committee with an update on the park projects that the staff has been involved with. The staff have been working on GIS mapping of the snowmobile trail. The State and club funded trail segments are being mapped along with the intersection points and bridge locations. The overlay map will be used by the staff to keep track of maintenance projects, trail segments and can be used to keep track of the accident areas or complaint areas.

The project to relocate the north pavilion at Harnischfeger Park has been substantially completed. The pavilion was moved approximately 180' uphill to a better location out of the area that floods each spring and fall. The electrical and water lines will be moved this spring as soon as weather permits.

The staff groomed approximately two miles of ground trail at Harnischfeger Park as an experiment this winter for hiking and cross country skiing purposes. This is a trial program to determine if this type of trail would be utilized by the community. The trail was advertised using social media. The staff noted evidence of foot traffic on the trail after the first grooming event and noted ski and snowshoe usage after the second grooming event by the staff. The grooming is being done with existing equipment. The staff will evaluate the use of the trail and will determine if there are other potential park sites that would benefit from this type of trail.

Mike provided the Committee with an update on the Tree Plotter software program that is being utilized by the staff. The Web based tree inventory program is used to keep track of the number, type and health of the trees within the parks. The program is used to create a maintenance plan for the trees in the parks. The information is also being used to create work logs for work to be done, budgeting and for potential plantings in the future.

Bill Ehlenbeck provided the Committee with an update on the Emerald Ash Bore quarantine areas. Dodge County is located within the quarantine area and evidence of the EAB has been found in several towns along the west and south sides of the County. Evidence of the EAB has not been found in the parks yet but it is getting closer.

Bill also reported that staff were preparing data on the campsites and maps for the new online reservation system and working on getting a credit card vendor which may get delayed pending a change of the County's bank.

Bill relayed to the Committee that all but Ledge Park seasonal staff will be returning. The Ledge Park Attendant and Caretaker position openings have been posted.

OTHER BUSINESS

1. The minutes from the February 19, 2018 meeting were reviewed by the Committee.

Motion by Joseph Marsik to approve the minutes as written.

Second by Janice Bobholz Vote: 5-0 Motion carried.

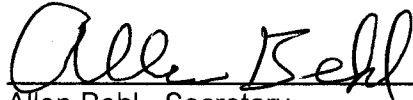
2. No Committee Member Reports

3. No additional Per Diems

Motion by order of the Chair to adjourn the meeting.

Meeting adjourned at 8:20 PM

Respectfully Submitted,

A handwritten signature in cursive script that reads "Allen Behl". The signature is written in black ink and is positioned above a horizontal line.

Allen Behl, Secretary

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.