



**Agenda  
Town Board Meeting  
Town of Lisbon, Town Hall  
Monday, February 25, 2019  
6:30 p.m.**

**PUBLIC HEARING:**

**NOTICE OF PUBLIC HEARING TO AMEND BOUNDARY OF TOWN OF LISBON SANITARY DISTRICT NO. 1. PLEASE TAKE NOTICE** that the Town Board of the Town of Lisbon will conduct a Public Hearing beginning at 6:30p.m. on Monday, February 25, 2019 to receive and accept public comments regarding a request by the Commissioners of the Town of Lisbon Sanitary District No. 1 to amend the boundaries of the Sanitary District for the purpose of including within the Sanitary District boundaries the following described property: Revised 9-13-2018. Commencing at the NW corner of the NE1/4 of Section 25, T8N, R19E, Waukesha County, Wisconsin; then south along the west line of said NE1/4 of Section 25, to a point in the north line of Main Street (STH 74) and point of beginning; then easterly along the northerly line of Main Street (STH 74) and it's easterly projection to the east line of Town Line Road (CTH V); then southerly along the east line of Town Line Road (CTH V) and it's southerly projection, to the intersection with the southerly line of CTH VV; then northwesterly along the southerly line of CTH VV, to the intersection with a southerly projection of the east line of CSM 2195; then north, west and south along the boundary of CSM 2195 and southerly projections of it's east and west lines, to a point in the southerly line of CTH VV; then northwesterly along the southerly line of CTH VV, to the intersection with a southerly projection of the east line of CSM 843 and lands recorded in 2674/305; then northerly, west, and south along the boundaries of CSM 843 and lands recorded in 2674/305 and southerly projections of it's east and west lines, to a point in the southerly line of CTH VV; then northwesterly along the southerly line of CTH VV, to the intersection with a southerly projection of the west line of lands recorded in DOC. # 549195 V889 P503; then north along the west line, and it's southerly projection, of lands recorded in DOC. #549195 V889 P503 to a point in the north line of the of the SE1/4 of Section 25, T8N, R19E; then west, along the north line of said SE1/4 Section 25, to the NW corner of said SE1/4 of said Section 25, also being the SW corner of the NE1/4 of said Section 25; then north, along the west line of the NE1/4 of said Section 25, to the point of beginning.

**Adjourn Public Hearing.**

**SPECIAL ORDER OF BUSINESS: Discussion and necessary action to adopt Resolution 02-19, Resolution Adding Territory to Sanitary District No. 1 – Town of Lisbon.**

1. **Roll Call.**
2. **Pledge of Allegiance.**
3. **Comments from citizens present.** Citizens are invited to share their questions, comments, or concerns with the Town Board. When speaking, citizens should state their name and address for the record and limit their presentation to three minutes. Where possible, the Board will answer factual questions immediately. If a response would involve discussion of Board policy or decisions, which might be of interest to citizens, not present at the meeting, the Board may place the item on a future meeting agenda.
4. **Consent Agenda.** Items listed under the Consent Agenda are considered in one motion unless a Town Board member requests that an item be removed from the Consent Agenda.
  - i. February 11, 2019 Town Board minutes
  - ii. Resolution 03-19, A Resolution Updating the Fee Schedule.

5. **Approval of Bills.**
6. **Announcements/Correspondence.**
  - Meeting Schedule
  - Lannon Stone 2018 Season Recap
7. **Department Reports - Presentation of activity statistics and recently attended meetings.**
  - Clerk
8. **Supervisor's Reports** - This is an opportunity for Supervisors to report on respective Committees, Commissions, and Boards of which they serve as a member. Matters require no action or approval.
9. **Unfinished Business.**
10. **New Business.**
  - A. Discussion and necessary action on the recommendation from the Plan Commission for the request for John Matter, for the property located at W263N6314 Ridge Drive, Lisbon, LSBT 0257.995.001, for the following items:
    1. Ordinance 04-19, An Ordinance Rezoning LSBT 0257.995.001 from A-10 Agricultural District to A-5 Mini-Farm District.
    2. Two Lot Certified Survey Map.
  - B. Discussion and necessary action on the request for Donald Schneider for the property located at W220N4879 Townline Road, LSBT 0288.987.001 for a three Certified Survey Map.
  - C. Discussion and necessary action on the request from LaFarge Aggregates for a permanent change in work hours for the Colgate Sand and Gravel operation on Hillside Road from 6AM to 6PM to 6AM to 10PM.
11. **Adjournment.**

Joseph Osterman Town Chairman	Gina C. Gresch, MMC/WCPC Town Administrator
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**NOTE:** Individual members of the Town Board will be available after the meeting to discuss town related issues with citizens who are present.

**NOTE:** Please notify the Town of Lisbon 72 hours in advance if you plan to attend and will need an interpreter or assistive hearing device.

**NOTICE:** It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information: no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.



**NOTICE OF PUBLIC HEARING TO AMEND BOUNDARY  
OF TOWN OF LISBON SANITARY DISTRICT NO. 1**

**PLEASE TAKE NOTICE** that the Town Board of the Town of Lisbon will conduct a Public Hearing beginning at 6:30p.m. on Monday, February 25, 2019 to receive and accept public comments regarding a request by the Commissioners of the Town of Lisbon Sanitary District No. 1 to amend the boundaries of the Sanitary District for the purpose of including within the Sanitary District boundaries the following described property:

Revised 09-13-2018: Commencing at the NW corner of the NE1/4 of Section 25, T8N, R19E, Waukesha County, Wisconsin; then south along the west line of said NE1/4 of Section 25, to a point in the north line of Main Street (STH 74) and point of beginning;

- then easterly along the northerly line of Main Street (STH 74) and it's easterly projection to the east line of Town Line Road ( CTH V);
- then southerly along the east line of Town Line Road (CTH V) and it's southerly projection, to the intersection with the southerly line of CTH VV;
- then northwesterly along the southerly line of CTH VV, to the intersection with a southerly projection of the east line of CSM 2195;
- then north, west and south along the boundary of CSM 2195 and southerly projections of it's east and west lines, to a point in the southerly line of CTH VV;
- then northwesterly along the southerly line of CTH VV, to the intersection with a southerly projection of the east line of CSM 843 and lands recorded in 2674/305;
- then northerly, west, and south along the boundaries of CSM 843 and lands recorded in 2674/305 and southerly projections of it's east and west lines, to a point in the southerly line of CTH VV;
- then northwesterly along the southerly line of CTH VV, to the intersection with a southerly projection of the west line of lands recorded in DOC. # 549195 V889 P503;
- then north along the west line, and it's southerly projection, of lands recorded in DOC. #549195 V889 P503 to a point in the north line of the of the SE1/4 of Section 25, T8N, R19E;
- then west, along the north line of said SE1/4 Section 25, to the NW corner of said SE1/4 of said Section 25, also being the SW corner of the NE1/4 of said Section 25;
- then north, along the west line of the NE1/4 of said Section 25, to the point of beginning.

The Public Hearing will be conducted at the Town Hall, W234N8676 Woodside Road, Lisbon, WI 53089. Written comments may be submitted to the Town Clerk during normal office hours at any time prior to the Public Hearing.

Dated this 28<sup>th</sup> day of January, 2019.

Dan Green, WCMC  
Town of Lisbon Clerk  
Waukesha County

Publish: In the Northwest Now & Lake Country Now on Wednesdays, February 6 & 13, 2019



TOWN OF LISBON TID 1 BOUNDARY

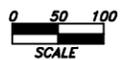
CTH VV

TOWN LINE ROAD / CTH V

MAIN STREET / STH 74

UNION PACIFIC RAILROAD

TOWN OF LISBON, WAUKESHA CO. - TID 1



REVISED 9/13/2018

SCALE : 1" = 200'

PROJECT : # KU18.1033

DATE : AUGUST 2018

DRAWN BY : BAO  
APPROVED BY : BAO

TOWN OF LISBON, WAUKESHA COUNTY  
PROPOSED TID 1 BOUNDARY



107 Parallel Street  
Beaver Dam, WI 53916  
(920)356-9447  
Fax (920)356-9454

STATE OF WISCONSIN

TOWN OF LISBON

WAUKESHA COUNTY

## RESOLUTION 02-19

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**RESOLUTION ADDING TERRITORY TO  
SANITARY DISTRICT NO. 1 – TOWN OF LISBON**

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**WHEREAS**, the Town Board was requested by the Commissioners of Sanitary District No. 1 – Town of Lisbon to add territory to the Sanitary District in accordance with the provision of Wis. Stat. § 60.785(1)(b); and,

**WHEREAS**, the Town Board, within 30 days following the receipt of the request, scheduled and conducted a Public Hearing regarding the request; and,

**WHEREAS**, the Town Board has considered the comment of the public received at the Public Hearing, as well as any written comments which may have been submitted by any interested person or party; and,

**WHEREAS**, the property located within the territory proposed to be added to the Sanitary District is included in the Town of Lisbon Tax Incremental Finance District No. 1, and, development of the property within the Tax Incremental Finance District can occur only by making available sanitary access to the Village of Sussex Sanitary Sewer System; and,

**WHEREAS**, any development occurring in the expanded sewer service area will be required to limit stormwater run-off from the property to a level no greater than the stormwater run-off existing before development;

**NOW THEREFORE, BE IT RESOLVED** that the Town board for the Town of Lisbon, Waukesha County, Wisconsin finds as follows:

1. The extension of sanitary sewer service to properties within the territory described on Exhibit A and depicted on Exhibit B of this Resolution are necessary and will promote the public health, safety, convenience, and welfare of the residents of the Town of Lisbon.
2. The properties located within the territory described on Exhibit A and depicted on Exhibit B, will be benefitted by including the territory within the Lisbon Sanitary District No. 1.

**BE IT FURTHER RESOLVED**, that based upon these findings, the Town Board concludes and orders that:

1. The jurisdictional boundaries of Sanitary District No. 1 – Town of Lisbon be, and hereby are, amended so as to include the territory described on Exhibit A and depicted on Exhibit B.
2. The Town Clerk is directed to file a copy of this order with the Department of Natural Resources, in accordance with the provisions of Wis. Stat. § 60.71, and to record a copy of the Resolution in the Office of the Register of Deeds for Waukesha County.

**THIS RESOLUTION ADOPTED AND APPROVED** by the Town Board of the Town of Lisbon, Waukesha County, Wisconsin this 25<sup>th</sup> day of February, 2019.

TOWN BOARD, TOWN OF LISBON  
WAUKESHA COUNTY, WISCONSIN

BY: \_\_\_\_\_  
JOSEPH OSTERMAN, Chairman

BY: \_\_\_\_\_  
TEDIA GAMIÑO, Supervisor

BY: \_\_\_\_\_  
MARC MOONEN, Supervisor

BY: \_\_\_\_\_  
LINDA BEAL, Supervisor

BY: \_\_\_\_\_  
REBECCA PLOTECHER, Supervisor

ATTEST:

BY: \_\_\_\_\_  
Dan Green, Town Clerk

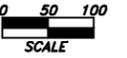


## EXHIBIT A

Revised 09-13-2018

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REVISED 9/13/2018

SCALE : 1" = 200'

PROJECT : # KU18.1033

DATE : AUGUST 2018

DRAWN BY : BAC  
APPROVED BY : BAC

TOWN OF LISBON, WAUKESHA COUNTY  
PROPOSED TID 1 BOUNDARY



107 Parallel Street  
Beaver Dam, WI 53916  
(920)356-9447  
Fax (920)356-9454

TOWN OF LISBON, WAUKESHA CO. - TID 1



# REQUEST FOR CONSIDERATION

<b>COMMITTEE CONSIDERATION:</b> Town Board																														
<b>ITEM DESCRIPTION:</b> Consent Agenda Items																														
<b>PREPARED BY:</b> Gina C. Gresch, Administrator																														
<b>REPORT DATE:</b> Thursday, February 21, 2019																														
<b>RECOMMENDATION:</b>  Approval of the Consent Agenda items.																														
<b>EXPLANATION:</b>  <ul style="list-style-type: none"> <li><b>i. Town Board Meeting Minutes</b> <ul style="list-style-type: none"> <li>• February 11, 2019</li> </ul> </li> <li><b>ii. Resolution 03-19, Resolution Updating the Fee Schedule.</b> <ul style="list-style-type: none"> <li>• There have been some fee changes since the last time the Town Board updated the fee schedule, as well as some new fees added. Those changes are as follows in order on the schedule:               <ul style="list-style-type: none"> <li>• Operator’s License Background Check Fee – DOJ increase their fee by 50 cents. Town passes that fee on to the Operator.</li> <li>• Impact Fees increase per Chapter 12 Subdivision Ordinance per the Consumer Price Index, 0.8%.</li> </ul> </li> </ul> </li> </ul>																														
<b>TOWN OF LISBON FEE SCHEDULE</b>																														
Adopted: 2017-03-27; Revised: 2017-08-14; 2017-11-13; 2018-04-09; 2018-05-29; 2018-07-23																														
<b>PROPOSED 2019-02-25</b>																														
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%; text-align: center; padding: 2px 5px;">TYPE OF FEE</th> <th style="width: 30%; text-align: center; padding: 2px 5px;">CURRENT FEE</th> <th style="width: 30%; text-align: center; padding: 2px 5px;">UNIT/DURATION</th> </tr> </thead> <tbody> <tr> <td colspan="3" style="background-color: #cccccc; padding: 2px 5px;"><b>LICENSES &amp; PERMITS</b></td> </tr> <tr> <td style="padding: 2px 5px;">Operator's Licenses</td> <td></td> <td></td> </tr> <tr> <td style="padding: 2px 5px;">Background Check</td> <td style="text-align: center; padding: 2px 5px;">\$ 7.50</td> <td style="text-align: center; padding: 2px 5px;">Per Applicant</td> </tr> <tr> <td></td> <td colspan="2" style="text-align: center; padding: 2px 5px;"><i>**State Increased by 50 cents each**</i></td> </tr> <tr> <td colspan="3" style="background-color: #cccccc; padding: 2px 5px;"><b>PLANNING &amp; ZONING - APPLICATIONS</b></td> </tr> <tr> <td style="padding: 2px 5px;">Impact Fees</td> <td></td> <td></td> </tr> <tr> <td style="padding: 2px 5px;">Park Facilities</td> <td style="text-align: center; padding: 2px 5px;">\$ 762.01</td> <td style="text-align: center; padding: 2px 5px;">Per Each Residential Lot Created</td> </tr> <tr> <td style="padding: 2px 5px;">Building Facilities</td> <td style="text-align: center; padding: 2px 5px;">\$ 1,963.38</td> <td style="text-align: center; padding: 2px 5px;">Per Each Residential Lot Created</td> </tr> <tr> <td></td> <td colspan="2" style="text-align: center; padding: 2px 5px;"><i>**CPI Increase of 0.8%**</i></td> </tr> </tbody> </table>	TYPE OF FEE	CURRENT FEE	UNIT/DURATION	<b>LICENSES &amp; PERMITS</b>			Operator's Licenses			Background Check	\$ 7.50	Per Applicant		<i>**State Increased by 50 cents each**</i>		<b>PLANNING &amp; ZONING - APPLICATIONS</b>			Impact Fees			Park Facilities	\$ 762.01	Per Each Residential Lot Created	Building Facilities	\$ 1,963.38	Per Each Residential Lot Created		<i>**CPI Increase of 0.8%**</i>	
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I recommend approval of all of the Consent Agenda items.																														

**Minutes of the Town Board Meeting  
Town of Lisbon, Town Hall  
Monday, February 11, 2019  
6:30 p.m.**

Chairman Osterman called the Town Board meeting to order at 6:33 PM.

**Roll Call:** Present: Chairman Osterman, Supervisors Gamiño, Moonen, Plotecher and Beal. Also present: Gina Gresch, Town Administrator. Absent was Town Clerk Dan Green.

**Comments from citizens present.** None.

**Consent Agenda.** Items listed under the Consent Agenda are considered in one motion unless a Town Board member requests that an item be removed from the Consent Agenda.

- i. January 28, 2019 minutes.
- ii. Operator's Licenses
- iii. Ordinance 03-19, Ordinance Repealing and Recreating Section 2.10(G)(1), (2) & (3) Of the Town of Lisbon Municipal Code, Relating to Adopting the Wisconsin Municipal Records Schedule for the Town of Lisbon, Waukesha County, Wisconsin
- iv. Barnwood Conservancy Letter of Credit Reduction Request #2.

*Motion by Supervisor Moonen to approve the Consent Agenda. Seconded by Supervisor Gamiño. Motion carried, 5-0.*

**Approval of Bills.**

*Motion by Supervisor Plotecher to approve the February 8, 2019 check register as presented. Seconded by Supervisor Moonen. Motion carried, 5-0.*

**Announcements/Correspondence - Listing of upcoming meeting dates & times.**

- Meeting Schedule
- Lake Country Municipal Court Annual Report
- Lisbon Demographic Overview
- Letter from Fire Chief regarding DPW & Park Director structure fire assistance.
- Washington County Comprehensive Plan Update Public Hearing Notice

**Department Reports - Presentation of activity statistics and recently attended meetings.**

**Town Administrator** – The open Deputy Clerk position was posted on the Town's website and Facebook page on Wednesday, February 6, and on the Wisconsin Municipal Clerk's Association website Thursday, February 7. Resumes and cover letters are due Friday, February 22. I'll be reviewing submissions as they come in. Our goal is to conduct interviews the week of February 25 and a recommendation to the Town Board for the March 11 meeting. We hope to have someone starting before the end of March.

**Fire Department** – Chairman Osterman reviewed the Fire Department reports, statistics meetings attended, special activities and events.

**Park Department** – Park Director John Greiten gave a report to the board on park staff duties and what he has been working on. His report included seasonal maintenance on park equipment, removal of trees, managing the ice rink, solar light repair, making bird house kits for Winterfest and safety training programs in January. Mr.

Greiten also reviewed projects he was working on including playground equipment for Lisbon Oaks Park, working on the 2019 Stewardship grant for Lake Five Road, and various meetings he attended.

**Public Works Department** – Supervisor Moonen reviewed the report from DPW Director Joe DeStefano which included a review of projects his staff was working on and a list of meetings he attended. Staff was out 10 times throughout the month for snow plowing and de-icing and 4 times to take care of drifting. Mr. DeStefano's report also included pre-treating roads with salt brine, washing and maintaining equipment, filling pot holes and disposing of Christmas trees

### **Supervisor's Reports.**

**Supervisor Beal** – At the last Sanitary District meeting they have signed the Interceptor agreement and will be reviewing increasing costs as to recover expenses.

**Supervisor Moonen** – We had one complaint about snow plowing which Joe Distefano was able to resolve.

### **Unfinished Business.**

#### **Discussion and necessary action on the audio/visual upgrade project quotes.**

Administrator Gresch updated the board on the quotes we received for this project. Both her and the Clerk, Dan Green have worked with Mike Miles in the past, Ms. Gresch in multiple communities and agree he does great work and comes in at a much lower cost than AVI. Supervisor Gamiño questioned if the equipment quoted was comparable to what AVI proposed. Ms. Gresch explained that AVI acts as the middleman as Mike Miles orders directly and installs directly. In order for AVI to come in close to Mike Miles quote would have required removing the projector and other essential items.

Ms. Gresch explained to the board that the new system would allow video streaming on our website as well as on YouTube. She also explained where the new equipment will go including the projector, projector screen and speakers.

*Motion by Supervisor Gamiño to approve contracting with Miles Pro Audio Visual for the Town of Lisbon Audio Visual Upgrade for a not to exceed cost of \$9,973. Seconded Supervisor Beal. Motion carried, 5-0.*

### **New Business.**

#### **Discussion and necessary action on Ordinance 01-19, Ordinance Approving the Detachment of the Grass Property Pursuant to Agreement with the Village of Sussex.**

*Motion by Chairman Osterman to approve Ordinance 01-19, Ordinance Approving the Detachment of the Grass Property Pursuant to Agreement with the Village of Sussex. Seconded by Supervisor Beal. Motion carried, 5-0.*

#### **Discussion and necessary action on Ordinance 02-19, Ordinance Approving the Detachment of the Halquist Property Pursuant to Agreement with the Village of Merton.**

*Motion by Supervisor Beal to approve Ordinance 02-19, Ordinance Approving the Detachment of the Halquist Property Pursuant to Agreement with the Village of Merton. Seconded by Supervisor Plotecher. Motion carried, 5-0.*

#### **Discussion and necessary action on the 2019 Port-O-Let contract for the parks and compost site temporary restroom facility needs.**

Parks Superintendent Greiten received 3 quotes from 3 separate port o let companies for the town's 2019 seasonal restroom facility needs. These units are placed throughout the park system and compost site. The three quotes were from Arnolds Environmental Services (\$748 per month), Port-o-John (\$680 per month and \$1,553.00 for Heritage Weekend) and Number One Portables (\$670 per month). Mr. Greiten recommended the Town contract with Number One Portables at a cost of \$670 per month. The town had some issues with Port-o-John last year. Supervisor Beal asked if there is a separate contract for the Community Festival which John explained they are still looking into. If they do decide to use port-o-lets it will come through as a separate contract.

*Motion by Supervisor Gamiño to approve the 2019 Seasonal Port-o-let contract with Number One Portables at a cost of \$670.00 per month. Seconded by Supervisor Moonen. Motion carried, 5-0.*

### **Discussion and necessary action on 2018 Public Works Department Capital Budget Carry-Over Items.**

Ms. Gresch explained these are similar to the carry-over items that were approved last meeting. The carry-over amount is \$13,344 which will be used for remodeling the lunchroom and offices (i.e., flooring & painting) done in-house.

*Motion by Supervisor Moonen to approve 2018 Public Works Department Capital Budget Carry-Over request in the amount of \$13,344. Seconded by Supervisor Beal. Motion carried, 5-0.*

### **Discussion and necessary action on the Lannon Interceptor Capacity Agreement.**

Chairman Osterman explained the Town purchased 100,000 gallons and 28,000 are going to the high school and two intermediate schools. The Town and Attorney Hammes are working on if the school needs to purchase capacity from the Town.

*Motion by Chairman Osterman to approve the Lannon Interceptor Capacity Agreement. Seconded by Supervisor Gamiño. Motion carried, 5-0.*

### **Discussion and necessary action on contract w/Richfield for liquor license sale, subject to the Village of Richfield's approval of the license.**

Administrator Gresch explained that the Village of Richfield is out of "Class B" Liquor and Beer licenses. They need a license for Basse's Taste of Country. This is a similar agreement that Attorney Hammes drafted for Brookfield. This will be contingent on Richfield approving the license. Ms. Gresch explained the Town should not sell more reserve licenses at this time as they do not know what will happen with the Lied's property. She also explained the Town may gain more reserve licenses depending on the result of the 2020 Census (if we increase in population by 500 we gain 1 reserve license). Ms. Gresch explained some of the improvement the Town may want to consider doing with the money acquired.

*Motion by Supervisor Moonen to approve the Liquor License Transfer Agreement with the Village of Richfield for a cost of \$25,000 contingent on the Village of Richfield approving the license to the applicant. Seconded by Supervisor Gamiño. Motion carried, 5-0.*

### **Adjournment.**

*Motion by Supervisor Gamiño to adjourn the Monday, February 11, 2019 Town Board of Supervisors meeting at 7:07 PM. Seconded by Supervisor Beal. Motion carried, 5-0.*

Respectfully submitted,

Dan Green, WCMC  
Town Clerk

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>ADVANCED DISPOSAL SERVICES</b>								
13	ADVANCED DISPOSAL SERVIC	JANUARY 201	GARBAGE & RECYC COLLECTI	02/13/2019	64,103.10	.00		
Total ADVANCED DISPOSAL SERVICES:					64,103.10	.00		
<b>AIRGAS USA LLC</b>								
338	AIRGAS USA LLC	9084184811	OXYGEN	01/08/2019	290.11	.00		
338	AIRGAS USA LLC	9701545367	CREDIT TO ADJUST NON TAXA	06/06/2017	2.88-	.00		
338	AIRGAS USA LLC	9800537579	DEBIT MEMO	01/08/2019	49.50	.00		
338	AIRGAS USA LLC	9956873923	OXYGEN	10/31/2018	135.59	.00		
338	AIRGAS USA LLC	9959097800	OXYGEN	01/31/2019	9.92	.00		
Total AIRGAS USA LLC:					482.24	.00		
<b>BRAKE &amp; EQUIPMENT</b>								
60	BRAKE & EQUIPMENT	521954	PLOW BLADE KIT FOR GMC TR	02/21/2019	424.00	.00		
Total BRAKE & EQUIPMENT:					424.00	.00		
<b>CANON FINANCIAL SERVICES INC</b>								
157	CANON FINANCIAL SERVICES I	19772096	TOWN HALL COPIER CONTRAC	02/10/2019	392.72	.00		
Total CANON FINANCIAL SERVICES INC:					392.72	.00		
<b>CORE &amp; MAIN LP</b>								
204	CORE & MAIN LP	SC71204	SERVICE CHARGE ON PAST DU	10/26/2018	88.83	.00		
Total CORE & MAIN LP:					88.83	.00		
<b>CRAMER MULTHAUF &amp; HAMMES LLP</b>								
212	CRAMER MULTHAUF & HAMME	1	PC NON REIMB	01/31/2019	56.25	.00		
212	CRAMER MULTHAUF & HAMME	311	REG LEGAL FEES	01/31/2019	2,893.75	.00		
212	CRAMER MULTHAUF & HAMME	4-TPF	REIMB PC LEGAL TWIN PINE FA	01/31/2019	1,046.25	.00		
212	CRAMER MULTHAUF & HAMME	PC311	PC NON REIMB	01/31/2019	1,759.25	.00		
Total CRAMER MULTHAUF & HAMMES LLP:					5,755.50	.00		
<b>EH WOLF &amp; SONS</b>								
267	EH WOLF & SONS	814454	508.5 GAL	02/05/2019	1,360.75	.00		
267	EH WOLF & SONS	814455	228.8 GAL	02/05/2019	461.27	.00		
267	EH WOLF & SONS	814527	513.6 GAL	02/14/2019	1,348.71	.00		
267	EH WOLF & SONS	814537	335.0 GAL	02/15/2019	896.47	.00		
267	EH WOLF & SONS	814538	6.3 GAL	02/15/2019	13.34	.00		
267	EH WOLF & SONS	814539	128.6 GAL	02/15/2019	272.12	.00		
Total EH WOLF & SONS:					4,352.66	.00		
<b>FALLS AUTO PARTS &amp; SUPPLIES</b>								
307	FALLS AUTO PARTS & SUPPLIE	577946	AIR FILTERS	02/14/2019	75.24	.00		
307	FALLS AUTO PARTS & SUPPLIE	577984	22IN TRICO ICE BLADE	02/15/2019	34.98	.00		
307	FALLS AUTO PARTS & SUPPLIE	578089	RV ANTIFREEZE	02/18/2019	32.94	.00		
Total FALLS AUTO PARTS & SUPPLIES:					143.16	.00		
<b>FORCE AMERICA DISTRIBUTING LLC</b>								
332	FORCE AMERICA DISTRIBUTIN	1314480	2 NEW JOYSTICKS	02/08/2019	882.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total FORCE AMERICA DISTRIBUTING LLC:					882.00	.00		
<b>FRED'S SANITARY SERVICE</b>								
340	FRED'S SANITARY SERVICE	125197	CLEAN SEPTIC & LIFT TANKS	02/14/2019	129.00	.00		
Total FRED'S SANITARY SERVICE:					129.00	.00		
<b>GORDIE BOUCHER FORD</b>								
128	GORDIE BOUCHER FORD	453897	AMBULANCE 2651 PRESSURE	01/10/2019	631.90	.00		
Total GORDIE BOUCHER FORD:					631.90	.00		
<b>ITU ABSORB TECH INC.</b>								
469	ITU ABSORB TECH INC.	7186567	MATS AND RUGS	02/18/2019	72.10	.00		
Total ITU ABSORB TECH INC.:					72.10	.00		
<b>JAHNKE &amp; JAHNKE ASSOCIATES INC</b>								
477	JAHNKE & JAHNKE ASSOCIATE	NON-REIM	BARNWOOD (REIMB)	02/15/2019	197.08	.00		
477	JAHNKE & JAHNKE ASSOCIATE	NON-REIM	LETTER TO KG	02/15/2019	10.00	.00		
477	JAHNKE & JAHNKE ASSOCIATE	NON-REIM	PAULINE HAAS LAND MEETING	02/15/2019	336.48	.00		
Total JAHNKE & JAHNKE ASSOCIATES INC:					543.56	.00		
<b>JX ENTERPRISES INC.</b>								
499	JX ENTERPRISES INC.	1262467P	CRANKCASE FILTERS	02/14/2019	206.56	.00		
Total JX ENTERPRISES INC.:					206.56	.00		
<b>KEN WEBER TRUCK SERVICE</b>								
2414	KEN WEBER TRUCK SERVICE	18553-1	TOW BILL FOR TRUCK #4	02/07/2019	375.00	.00		
Total KEN WEBER TRUCK SERVICE:					375.00	.00		
<b>KERSHEK LAW OFFICES</b>								
509	KERSHEK LAW OFFICES	02/19 18366	PROSECUTORIAL SERVICE FO	02/07/2019	750.00	.00		
Total KERSHEK LAW OFFICES:					750.00	.00		
<b>LISBON SANITARY DISTRICT #1</b>								
575	LISBON SANITARY DISTRICT #1	JANUARY 201	FIRST QUARTER BILLING	02/13/2019	58.43	.00		
Total LISBON SANITARY DISTRICT #1:					58.43	.00		
<b>MENARDS -- PEWAUKEE</b>								
607	MENARDS -- PEWAUKEE	40396	GENERAL SUPPLIES	02/15/2019	30.85	.00		
Total MENARDS -- PEWAUKEE:					30.85	.00		
<b>MILWAUKEE JOURNAL SENTINEL</b>								
627	MILWAUKEE JOURNAL SENTINEL	FEB-MAR		02/22/2019	27.26	.00		
Total MILWAUKEE JOURNAL SENTINEL:					27.26	.00		
<b>RITTER TECHNOLOGY LLC</b>								
787	RITTER TECHNOLOGY LLC	W81523-001	MISC FITTINGS FOR STOCK	02/11/2019	282.73	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
787	RITTER TECHNOLOGY LLC	W81523-002	HEX PLUG FOR STOCK	02/14/2019	5.45	.00		
787	RITTER TECHNOLOGY LLC	W81922-001	QUICK COPPLER FITTINGS	02/11/2019	335.75	.00		
787	RITTER TECHNOLOGY LLC	W81922-002	CLAMPS FOR HOLDING PVC O	02/14/2019	14.65	.00		
Total RITTER TECHNOLOGY LLC:					638.58	.00		
<b>SUSSEX ACE HARDWARE</b>								
7	SUSSEX ACE HARDWARE	182433	HARDWARE FOR CALCIUM PU	11/09/2018	12.72	.00		
7	SUSSEX ACE HARDWARE	183987	KEYS	02/08/2019	8.96	.00		
7	SUSSEX ACE HARDWARE	184057	FLITZ CLEAR GLOSS	02/13/2019	24.99	.00		
7	SUSSEX ACE HARDWARE	184076	RETURN DEFECTIVE KEYS	02/14/2019	4.48-	.00		
7	SUSSEX ACE HARDWARE	184161	KNOX BOX	02/19/2019	29.69	.00		
Total SUSSEX ACE HARDWARE:					71.88	.00		
<b>UNIFIRST CORPORATION</b>								
2349	UNIFIRST CORPORATION	1057511	UNIFORMS HWY	02/11/2019	70.37	.00		
Total UNIFIRST CORPORATION:					70.37	.00		
<b>VILLAGE OF SUSSEX</b>								
2376	VILLAGE OF SUSSEX	4459	REIMBURSEMENT FOR NATION	02/15/2019	553.99	.00		
2376	VILLAGE OF SUSSEX	INTERCEPTO	INTERCEPTOR CAPACITY	02/18/2019	220,160.00	.00		
Total VILLAGE OF SUSSEX:					220,713.99	.00		
<b>WAUKESHA COUNTY TREASURER</b>								
2390	WAUKESHA COUNTY TREASUR	2019-0000001	MUNICIPAL PATROL	02/11/2019	58,970.88	.00		
2390	WAUKESHA COUNTY TREASUR	DEC 2018	2018 PROPERTY TAX PAYMENT	12/31/2018	3,208.60	.00		
Total WAUKESHA COUNTY TREASURER:					62,179.48	.00		
<b>WCFCA</b>								
2408	WCFCA	382	2019 ANNUAL DUES	02/08/2019	200.00	.00		
Total WCFCA:					200.00	.00		
<b>WCTC</b>								
2412	WCTC	S0685315	TUITIONS	01/29/2019	8,671.43	.00		
Total WCTC:					8,671.43	.00		
Grand Totals:					371,994.60	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
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Dated: \_\_\_\_\_

Chairman: \_\_\_\_\_

Board Member #1: \_\_\_\_\_

Board Member #2: \_\_\_\_\_

Board Member #3: \_\_\_\_\_

Board Member #4: \_\_\_\_\_

**2019-02-25 TOP 5 EXPENDITURES**

VILLAGE OF SUSSEX	\$220,713.99
ADVANCED DISPOSAL SERVICES	\$64,103.10
WAUKESHA COUNTY TREASURER	\$62,179.48
WCTC	\$8,671.43
CRAMER MULTHAUF & HAMMES LLP	\$5,755.50

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.



**TOWN OF LISBON**  
W234 N8676 Woodside Rd.  
Lisbon, WI 53089

**Thursday, February 21, 2019**

Dear Board Members:

This is to notify you of the Town of Lisbon meetings, office closures and elections from **February 26, 2019 through March 29, 2019** at the Town Hall, W234N8676 Woodside Road, unless indicated otherwise.

Monday, March 11, 2019	Supervisor's Office Hours at 6:00 P.M. followed by Town Board at 6:30 P.M.
Thursday, March 14, 2019	Joint Town Board & Plan Commission Public Hearings at 6:30 P.M. followed by the regular Plan Commission meeting.
Monday, March 18, 2019	Park Committee at 6:30 P.M. (Richard Jung Memorial Fire Station)
Wednesday, March 20, 2019	Sanitary District Committee at 7:30 P.M.
Monday, March 25, 2019	Supervisor's Office Hours at 6:00 P.M. followed by Town Board at 6:30 P.M.

Sincerely,

Gina C. Gresch, MMC/WCPC  
Town of Lisbon Administrator

**NOTICE:** It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meetings to gather information: no action will be taken by any governmental body at the above-stated meetings other than the governmental body specifically referred to above in this notice. (All meetings are subject to change or cancellation)



February 6<sup>th</sup>, 2019

Town of Lisbon  
W234 N8676 Woodside Rd.  
Sussex, WI 53089

**Dear Town of Lisbon Board & Plan Commission:**

RE: Recap of the 2018 season at LSP's Lisbon-Sussex operation.

The crushing plant produced crushed bank run. The washing plant produced mason sand, torpedo sand, ice control sand, mound sand, pea gravel, and washed stone.

Our expanded fresh water pond has allowed us to more effectively clean our recycled water. All of the make-up water for our wash ponds comes from a large stormwater basin lessening the amount of well-water used in our operation. The addition of a clarifying tank will allow us to recover even more clean water in our process and reduce the amount of settling ponds we will need.

Topsoil was removed and stockpiled and will be available for our continuous reclamation projects. Overburden material was moved and used to continue construction of berms allowing access to mineable sand and gravel. The overburden was used to bolster our visual barrier on the south-eastern corner of the property. Overburden removal will continue in the coming years and will be used to construct berms that will be vegetated. All surface water is directed from stockpiles onto our property. The operation remains compliant with the DNR.

Our annual production of sand and gravel continues to expose a limestone deposit that is of incredible quality. In addition, the proximity to rail lines will allow us to supply aggregate to the Chicago market in the future.

Ozinga's ready-mix plant is operational and in full production. Ozinga is forecasting strong demand for their product for years to come and plans on their Lisbon plant to be one of the most productive in southeastern Wisconsin.

LSP will begin construction of a new and improved entrance to the property this Spring and will complete construction this year. The entrance will enhance the safety of our customers and the motorists on Town Line Rd. In addition, the new entrance will be far more aesthetically pleasing to the community.

LSP closed on the acquisition of Halquist Stone Company's crushed aggregate business in late December. In addition, LSP will process all of Halquist's cutters chips from their Ideal quarry for the next 20 years. Access between properties will be established onsite. We plan on combining both of our quarries on Lisbon Rd. into what will be one of the largest aggregate operations in the nation.

We received no complaints in 2018.

We consider ourselves very fortunate to have such a fantastic deposit to operate with buffers on all four sides. At the current rate of extraction, this deposit will furnish high quality aggregate (both glacial gravel and limestone) to the community for generations.

We are committed to operate in the most compatible manner and be an asset to the community in any way possible. We look forward to meeting with your representatives whenever they may desire to tour our operation. Please feel free to call (262) 251-1520 to make an appointment to visit or tour the operation anytime you wish.

Lannon Stone Products, Inc. will continue to be the best corporate citizen we can be. Thank you for your continued input and foresight that has allowed the Lisbon site to operate as a producing mine since 1910.

Sincerely,

Paul M. Giles

Lannon Stone Products, Inc. - Technical Services Director





# TOWN CLERK REPORT

**PREPARED BY:** Dan Green, Town Clerk

**REPORT DATE:** Monday, February 25, 2019

## **Clerk's Office Update**

The ballots for the April Election have been ordered. As soon as they arrive the Town will be accepting in-person absentee voters. We will make the announcement on our website and facebook page when residents can start voting in-person. Election Day will be Tuesday, April 2, 2019. Remember to visit [myvote.wi.gov](http://myvote.wi.gov) to check your registration status. You can also utilize this website to request an absentee ballot by mail and to check your polling location.

The 1<sup>st</sup> draft of the newsletter has been submitted and we are going through finishing touches at this point. Plan Commission applications have picked up with Spring approaching. In March we will have two rezones for potential subdivisions as well as scheduling for site inspections by the Plan Commissioners.

Other projects we have been working on are getting payroll items cleaned up and ready for the new Deputy Clerk which Gina has been going through interview processes with. We hope to have a smooth transition when that position gets filled. We have also scheduled the AV Equipment upgrade from March 17 through March 22. We had Mike Miles come out on Tuesday to review the placement of equipment and we are excited to get this project underway.



N27 W23957 Paul Road, Suite 105  
Pewaukee, WI 53072  
(262) 875-5000 phone  
www.vierbicher.com

February 7, 2019

Town of Lisbon  
Plan Commission  
W234 N8676 Woodside Road  
Lisbon, WI 53089-1545

RE: Ridge Drive Rezoning and Certified Survey Map and Review

**Introduction**

This letter reviews the Certified Survey Map (CSM) and Rezoning applications submitted by John Matter (Applicant) for the property located at W263 N6314 Ridge Road in the Town. The property in question is 11.8 acres including right-of-way and is currently zoned A-10 (Agricultural), with proposed zoning of A-5 (Mini Farm). The Applicant intends to divide the property into two lots of 5.000 acres (Lot 1) and 6.234 acres (Lot 2) then sell Lot 2 to a new owner.

Pertinent details with respect to this application, the Town of Lisbon Ordinances, and the Wisconsin Statutes are included below.

**Pertinent Reviewed Materials**

Property Owner:	John Matter
Applicant:	John Matter
Tax Key:	LSBT: 0257995001
Current Zoning:	AD-10 Agricultural Density 10-Acre District
Adjacent Zoning:	North: R-2 Single Family Residential South: R-1 Suburban Single Family Residential East: PR Park and Recreation West: R-1 Suburban Single Family Residential
Current Land Use Plan designation:	Rural Density and Other Agricultural Land
Proposed Use:	Residential (2 Lots)
Proposed Zoning:	A-5 (A-5 Mini-Farm District)
Joint Planning Commission Req:	Yes, the Sussex/Lisbon Joint Plan Commission will have to meet to review the proposed rezoning and CSM. Waukesha County will also have to approve of the rezoning following any actions by the Town.

### **Zoning Map Amendment Review**

A request for an amendment to the Town of Lisbon's Zoning Map has been submitted in order to rezone this property. Approval of a Zoning Map Amendment is necessary in order to allow for potential subdivision of the property into two lots. The current zoning designation of A-10 does not allow for subdivision of land as there is a 10-acre minimum lot size associated with this zoning designation. Any amendment to the Zoning Map for this property would need to be in compliance with the proposed land use district. The primary information is as follows;

The proposed Zoning District A-5 is intended to provide for very low-density single-family residential development in predominantly rural areas in order to maintain the agricultural character of the property and rural character of the area to some degree. The requirements for A-5 lots are described under Ordinance §14 under Chapter 11 of the Town Ordinances. After reviewing for compliance with these requirements, we have the following comments:

The Town's Recommended Land Use Plan – 2035, which is part of the Comprehensive Plan, designates the property as. This is consistent with the intended character of the proposed A-5 Zoning District.

Ordinance §14(g)(2) states that the minimum area for A-5 lots is five acres and the minimum average width is 300 feet. Both proposed lots comply with these requirements.

Ordinance §14(g)(3) requires A-5 lots to have a minimum of two acres of open space. Both proposed lots comply with this requirement as well.

Ordinance §14(g)(1) states that the minimum required floor area for a principal structure is 1,000 square feet on the first floor and 1,800 square feet throughout the entire structure. Any new structure on Lot 2 will be required to meet these prescribed floor area minimums.

#### Recommendation:

Planning staff recommends approval of the requested Zoning Map amendment in order to change the current A- 10 zoning district to A-5 for a parcel (Parcel ID: LSBT 0257995001) generally located along Ridge Road. The issues outlined above are meant to act as a guideline to assist you in discussions as to what issues you feel need to be addressed in order for you to review this proposal.

### **Certified Survey Map (CSM) Review**

A request for CSM land division has been submitted in order to subdivide this property. The review is as follows:

- The Applicant has complied with all requirements specified under Ordinances §6.01, §6.03, and §6.04 of Chapter 12.
- Ordinance §6.02 of Chapter 12 states that CSMs shall show the information required by Sections 4.01, 4.02, and 5.02 of Chapter 12 along with all existing buildings and structures, drives, streams and watercourses, drainage ditches, drainage easements, marshes, wooded areas, railroad tracks, and other pertinent features. After reviewing for compliance with these requirements, we have the following comments:
  - Ordinance §4.01 (d) requires land dividers to show a graphic scale at no more than 100 feet to one inch. The Applicant's scale is 200 feet to one inch. The Applicant shall amend the CSM before final Town approval.
  - Ordinance §4.02(m) requires Applicants to show the existing zoning on and adjacent to the proposed land division. The Applicant shall amend the CSM to show the adjacent zoning for the adjacent parcel to the west.

- Ordinance §4.02(i) requires CSM to also show existing drives. The Applicant shall amend the CSM to include the existing driveway to the existing home.
- Ordinance §5.02(k) requires Applicants to show septic systems and driveways with preplanned locations on the land division. While the location of the existing driveway for proposed Lot 1 is shown, there is no driveway location shown for proposed Lot 2. The Applicant shall amend the CSM to reflect the general location proposed location of the Lot 2 driveway. The CSM shall also amend the CSM to include a boundary area for a "Suitable Mound Location"

It appears the Applicant has complied with all requirements specified under Ordinances §6.03 and §6.04 of Chapter 12.

#### **Additional CSM/Development Requirement of the Town code or of the Land Division Checklist**

The CSM shall also include the following:

- Location of the existing on-site well.
- Location of the existing on-site waste disposal system.
- The building envelopes for each proposed lot created by the prescribed zoning code setback lines.
- The contour lines shall be located on an additional page of the CSM. This will also make the lot information more legible.
- Any utility easements are necessary to service the site. The Plan Commission may require utility easements at least 10 feet in width across lots or centered on rear or side lot lines for electric power, communication, and cable television lines, wires, conduits, storm and sanitary sewers and gas, water and other utility lines. All easements for town utilities shall be dedicated to the Town of Lisbon unless otherwise provided.
- Grading plans and drainage easements and other necessary information required to direct stormwater as approved by the Town Engineer and Waukesha County prior to final signatures.
- Include line types in the CSM legend.

#### **Other Considerations**

- While this property is not designated for addition to the Village of Sussex, it is required to be reviewed by the Sussex/Lisbon Joint Plan Commission. Certificates shall be added for the Joint Plan Commission and the Village of Sussex.
- The property also requires submittal of soil boring testing data to the Town Engineer and Waukesha County Environmental Health. The applicant shall then submit the "Preliminary Site Evaluation" letter from Waukesha County to the Town.
- Ordinance §2.05 of Chapter 12 of the Town Code states that the Town Board may waive some CSM requirements when it judges the literal application of these requirements to be inappropriate, subject to the following criteria: exceptional circumstances, preservation of property rights, and/or absence of detriment. The Town should decide whether it wishes to grant a waiver to the unaddressed requirements noted in this letter.

#### **CSM - Recommendation**

The list of conditions has been sent to the applicant representative. If the Applicants are in agreement with the conditions, the staff would recommend approval subject to the following conditions:

February 7, 2019  
Page 4 of 4

1. Subject to the Developer satisfying all comments, conditions and concerns of the Town Planner (as noted above) and separate comments from the Town Engineer, which includes compliance with the Town's adopted Land Division Review Checklist and Land Division and Development Ordinance; and all reviewing, objecting and approving bodies, which may include but not be limited to the State of Wisconsin Department of Commerce per Chapter 236, Wisconsin Statutes and Chapter COMM 85, Wisconsin Administrative Code; State of Wisconsin Department of Administration per Chapter 236, Wisconsin Statutes; the Waukesha County Department of Parks and Land Use (including where necessary the Planning and Zoning Division, Parks System Division, Land Resources Division, and Environmental Health Division) in regard to the CSM, and obtaining all necessary permits and approvals, prior to commencing construction of any improvement, whether public or private, or site development or approval of the CSM, whichever is earlier. All review comments shall be addressed prior to final signatures.
2. The Petitioner shall, on demand, reimburse the Town for all costs and expenses of any type that the Town incurs in connection with this development, including the cost of professional services incurred by the Town (including engineering, legal, planning and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.
3. Any unpaid bills owed to the Town by the subject property owner or his or her tenants, operators or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permit fees or any other fees owed to the Town; shall be placed upon the tax roll for the subject property if not paid within thirty (30) days of billing by the Town, pursuant to Section 66.0627, Wisconsin Statutes. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Town, including possible cause for termination of the conditional approval.
4. Subject to the Developer applying for and receiving from the, Town Plan Commission, Town Board, and Waukesha County, all necessary variances and waivers (if any) to the Town of Lisbon Zoning Ordinance, the Waukesha County Shoreland and Floodland Protection Ordinance, the Waukesha County Shoreland and Floodland Subdivision Control Ordinance, and the Town of Lisbon Land Division and Development Ordinance prior to commencing construction of any improvement, whether public or private, or site development or approval of the Final Plat/CSM, whichever is earlier. This conditional approval document shall not be read as providing any assurance or expectation that such variances or waivers will be granted, and shall not vest any right regarding the grant of such variances or waivers.

The issues outlined above are meant to guide you in your discussions over whether to approve this proposal. This letter is subject to change upon review of any additional application materials submitted to the Town between the drafting of this letter and the public meeting. I will be in attendance at the February 14th Plan Commission meeting to answer any questions.

Sincerely,

Daniel J Lindstrom, AICP  
Vierbicher

AP:

cc:

Gina Gresch, Administrator, Town of Lisbon & Daniel Green, Clerk, Town of Lisbon  
Rick R. Hillmann, PLS, Continental Surveying Services LLC  
John Matter, Applicant





TOWN OF LISBON  
W234 N8676 Woodside Rd.  
Lisbon, WI 53089

### PETITION FOR REZONING

#### Property Owner

John Matter  
Name / Company Name

[Signature]  
Signature

W263 N6314 Ridge Dr  
Address

Lisbon                      WI                      53089  
City                                      State                                      Zip

414 745-1336                      John.Matter@LisbonWI.com  
Phone                                      E-mail Address

#### Applicant

\_\_\_\_\_  
Name

\_\_\_\_\_  
Company

\_\_\_\_\_  
Address

\_\_\_\_\_  
City                                      State                                      Zip

\_\_\_\_\_  
Phone                                      E-Mail Address

*SAME*

#### Property Information

W263 N6314 Ridge Dr                      Lisbon                      53089  
Property Address                                      City                                      Zip

LSBT 0257 995 001                      A 10                      A 5  
Tax Key/Parcel ID #                                      Current Zoning                                      Proposed Zoning

#### Rezone Information

In the space below, please describe the purpose of the rezoning being applied for. Please attach or email a separate sheet if necessary.

Re zoning to split the lot to sell it to a family

INTERNAL USE ONLY  
Amount Due: \$ \_\_\_\_\_ Check # \_\_\_\_\_ Date Paid: \_\_\_\_\_



**PROFESSIONAL SERVICE REIMBURSEMENT FEES:**

Pursuant to the Town of Lisbon Municipal Code Section 1.14, the Town of Lisbon Town Board has made a determination that whenever the services of the Town Planner, Town Engineer, Town Attorney, or any other of the Town’s professional staff results in a charge to the Town for that professional’s time and services, and such service is not a service supplied to the Town as a whole, the Town Treasurer shall charge one hundred and five percent of the cost of that service for the fees incurred by the Town to the property owner incurring those fees even if the request is not approved. The additional five percent cost above the cost of the service is levied to cover Town administrative charges. Also, pursuant to the Town of Lisbon Municipal Code Section 1.14, certain other fees, costs, and charges are the responsibility of the property owner even if the request is not approved. Imposition of any fees, costs, or charges, however, is subject to the property owner’s appeal rights as described in the Town of Lisbon Municipal Code Section 1.14

The undersigned, have been advised that, pursuant to the Town of Lisbon Municipal Code Section 1.14, if the Town Planner, Town Engineer, Town Attorney, or any other Town professional provides services to the Town because of my/our activities, whether at my/our request or at the request of the Town, I/we shall be responsible for the fees incurred by the Town. In addition, I/we have been advised that pursuant to the Town of Lisbon Municipal Code Section 1.14, certain other fees, costs, and charges are my/our responsibility even if my/our request is not approved. By signing this document, I am not waiving my/our appeal rights that are described in the Town of Lisbon Municipal Code Section 1.14.

Statements will be sent monthly so you are kept up to date regarding your current charges.

**RESPONSIBLE PARTY, NAME, MAILING ADDRESS, SIGNATURE & DATE:**

NAME John Matter  
ADDRESS 6263 N 6314 Ridge Dr.  
DATE 12.12.18 SIGNATURE [Signature]  
PHONE 414 745-1334 EMAIL Jmatter@smc.com

**PROPERTY OWNER NAME, MAILING ADDRESS, SIGNATURE & DATE:**

NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_  
PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

**PROJECT NAME** \_\_\_\_\_



**SITE INSPECTION NOTIFICATION:**

The Town of Lisbon Town Plan Commission and Town Board request permission of the property owner or responsible party to enter the subject property, between the hours of 9am to 5pm or upon prior 24 hour notice, for a site inspection prior to any scheduled Plan Commission or Board meeting. The site inspection will allow the Town Plan Commission and Town Board to make more informed decisions with respect to the requested application.

I, the undersigned, have been advised that my signature grants permission to members of the Town Plan Commission and Town Board to conduct site inspections of the subject property. Failure to authorize said site inspection will not be held against the property owner or responsible party in the decision of the requested application; however, the site inspection does allow the Town Plan Commission and Town Board to make more informed decisions.

**RESPONSIBLE PARTY, NAME, MAILING ADDRESS, SIGNATURE & DATE:**

NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_  
PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

**PROPERTY OWNER NAME, MAILING ADDRESS, SIGNATURE & DATE:**

NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_  
PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

**COMMENTS:**

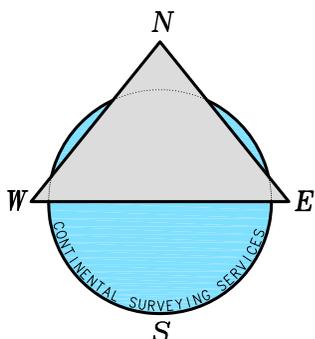
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Town Official Accepting Form

\_\_\_\_\_  
Date

# Certified Survey Map

Redivision of Certified Survey Map NO. 2953, excepting that part Dedicated by Town Board Resolution 11-04 being part of the Northwest 1/4 of the Northeast 1/4 of Section 29, Township 8 North, Range 19 East, Located in the Town of Lisbon, Waukesha County, Wisconsin

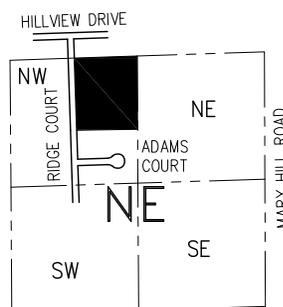


## LEGEND

- 1" Iron Pipe Found
- ⊙ 20"x 3/4" Re-Bar Set (1.13 lb/foot)

### VICINITY SKETCH

Northeast 1/4, Section 29,  
Township 8 North,  
Range 19 East



Scale:  
1"=1000'

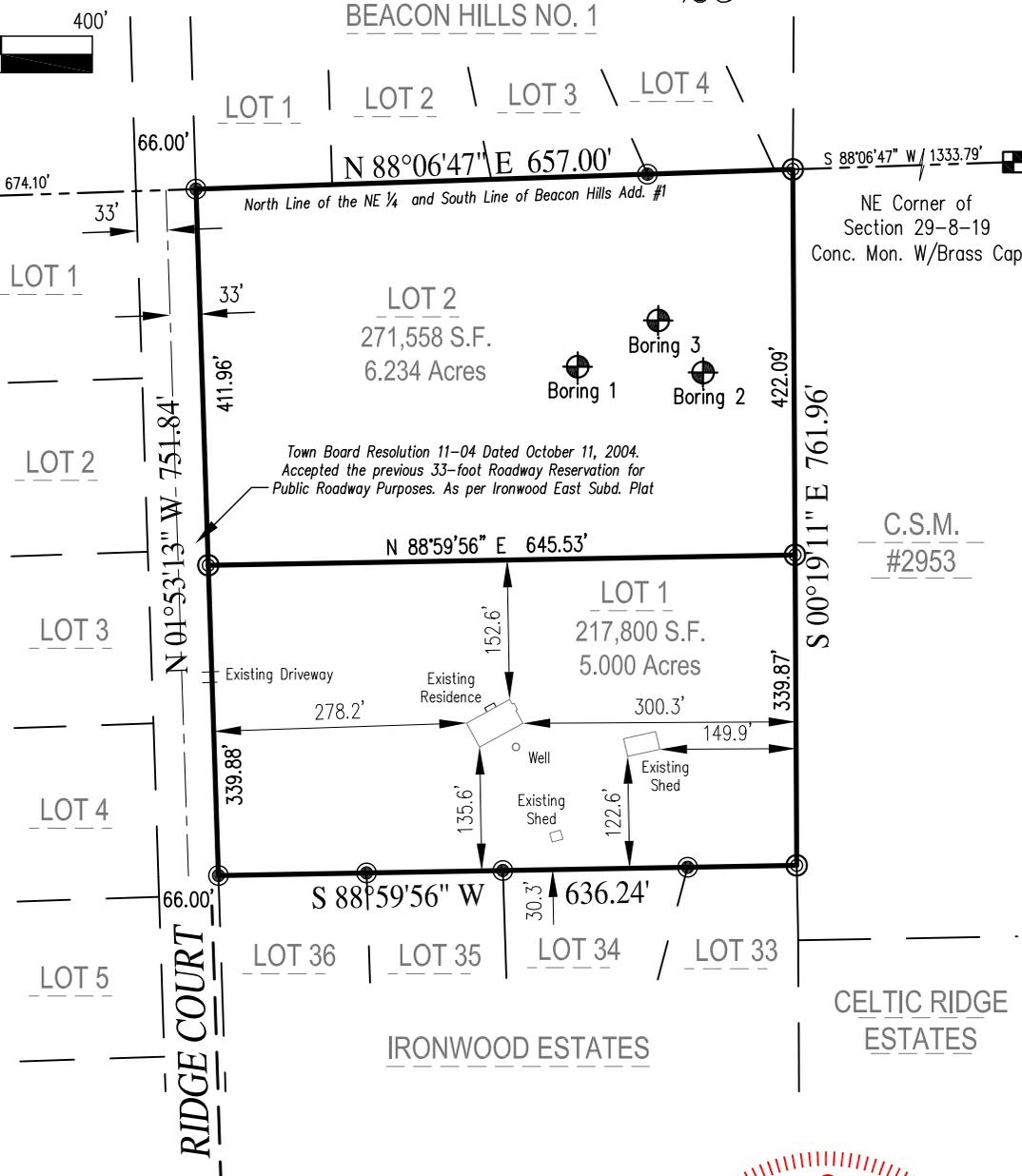


SCALE:  
1"=200'

N 1/4 Corner of  
Section 29-8-19  
Conc. Mon. W/Brass Cap

NOTE: See Sheet  
2 for Contour  
Lines.

IRONWOOD ESTATES



C.S.M.  
#2953

CELTIC RIDGE  
ESTATES

**CONTINENTAL  
SURVEYING  
SERVICES LLC**

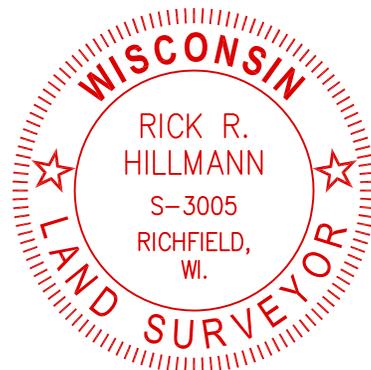


Main Office:  
2059 Hwy 175, Suite "A"  
Richfield, WI. 53076

Phone: (262) 389-9200  
Website: [www.csssurveys.com](http://www.csssurveys.com)  
Email: [survey@csssurveys.com](mailto:survey@csssurveys.com)

### OWNER

John and Michelle Matter  
W263N6314 Ridge Dr.  
Lisbon, WI. 53089  
TKN.: LSBT0257995001



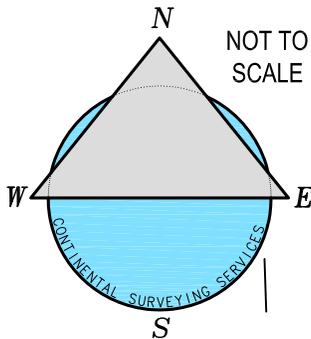
NOTE: All bearings are referenced to the Wisconsin State Plane Coordinate System, South Zone (NAD-27), in which the North line of the NE 1/4 of Section 29, Township 8 North, Range 19 East bears N 88°06'47" E.

This Instrument was drafted by Rick R. Hillmann, a Professional Land Surveyor, S-3005 on this 7th day of February, 2019 Sheet 1 of 6



# Certified Survey Map

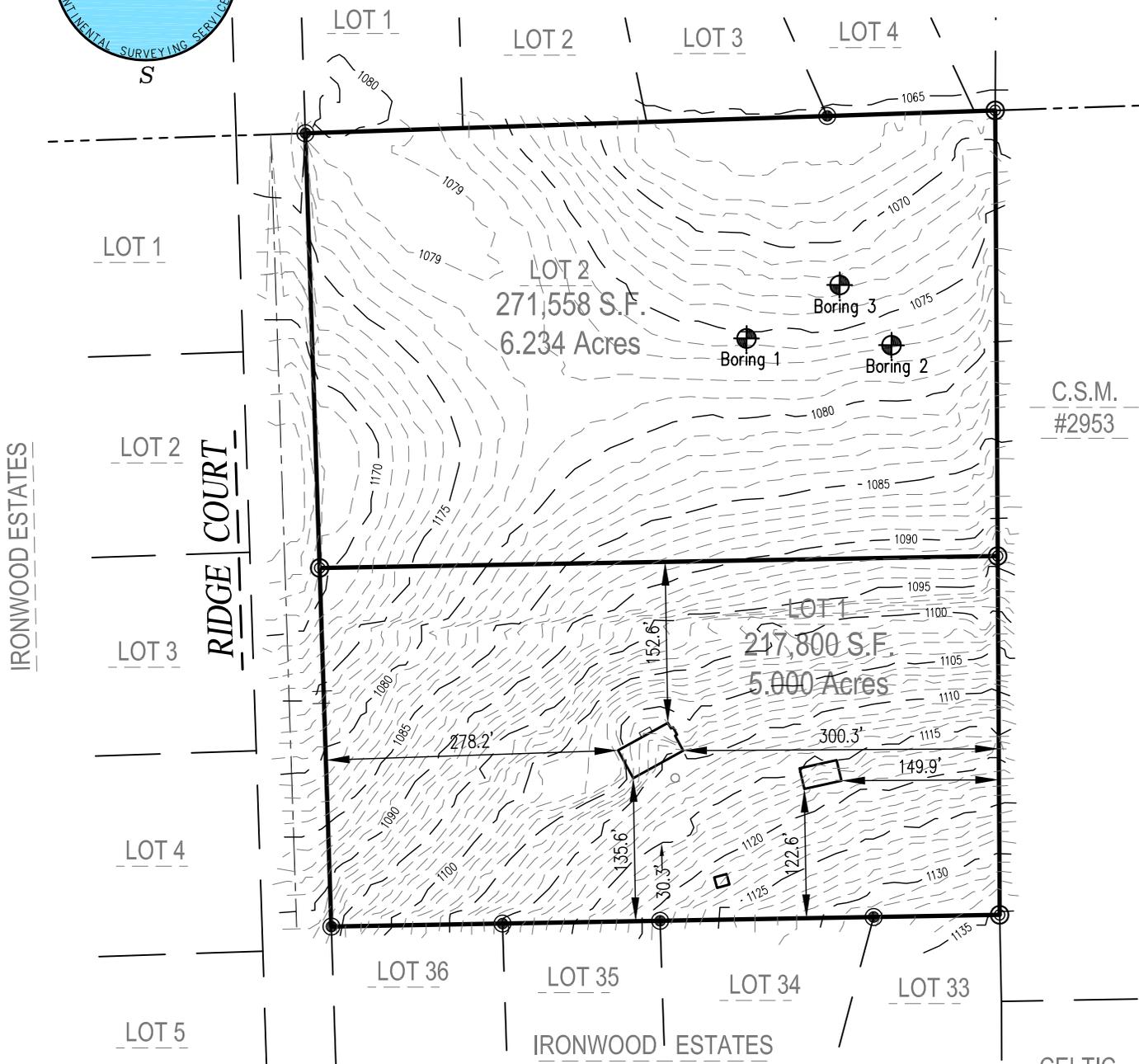
Redivision of Certified Survey Map NO. 2953, excepting that part Dedicated by Town Board Resolution 11-04 being part of the Northwest 1/4 of the Northeast 1/4 of Section 29, Township 8 North, Range 19 East, Located in the Town of Lisbon, Waukesha County, Wisconsin



NOT TO SCALE

Contour Lines have been scaled and Digitized from the Waukesha County GIS Topography Layer and are approximate

## BEACON HILLS NO. 1



C.S.M. #2953

IRONWOOD ESTATES

RIDGE COURT

IRONWOOD ESTATES

CELTIC RIDGE ESTATES

**CONTINENTAL SURVEYING SERVICES LLC**



Main Office:  
2059 Hwy 175, Suite "A"  
Richfield WI. 53076

Phone: (262) 389-9200  
Website: [www.cs surveys.com](http://www.cs surveys.com)  
Email: [survey@cs surveys.com](mailto:survey@cs surveys.com)



NOTE: All bearings are referenced to the Wisconsin State Plane Coordinate System, South Zone (NAD-27), in which the North line of the NE 1/4 of Section 29, Township 8 North, Range 19 East bears N 88°06'47" E.

This Instrument was drafted by Rick R. Hillmann, a Professional Land Surveyor, S-3005 on this 7th day of February, 2019 Sheet 2 of 6



# Certified Survey Map \_\_\_\_\_

Redivision of Certified Survey Map NO. 2953, excepting that part Dedicated by Town Board Resolution 11-04 being part of the Northwest ¼ of the Northeast ¼ of Section 29, Township 8 North, Range 19 East, Located in the Town of Lisbon, Waukesha County, Wisconsin

### SURVEYOR'S CERTIFICATE:

I Rick R. Hillmann, Professional Land Surveyor, do hereby certify:

That I have surveyed, divided and mapped a parcel of land being a Redivision of Certified Survey Map No.: 2953, excepting that part Dedicated by Town Board Resolution 11-04 being part of the Northwest ¼ of the Northeast ¼ of Section 29, Township 8 North, Range 19 East, Located in the Town of Lisbon, Waukesha County, Wisconsin, now being bounded and described and follows:

Commencing at the North ¼ Corner of Section 29, Township 8 North, Range 19 East, North 88°06'47" East on and along the North Line of said Northeast ¼ said North Line is also the South Line of Beacon Hills Addition No.:1 , 674.10 feet to a point on the East Right of Way Line of Ridge Drive, said point is also the Point of Beginning of lands hereinafter described;

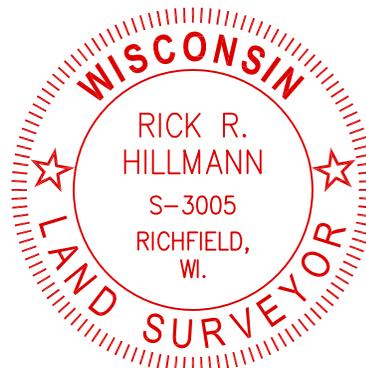
Thence continuing North 88°06'47" East on and along the North Line of said Northeast ¼, said line is also the South Line of said Beacon Hills Addition No.:1 and the North line of Certified Survey Map No.: 2953, 657.00 feet to the Northeast Corner of said Certified Survey Map, said Point is also the Southeast Corner of said Beacon Hills Addition No.:1; thence South 00°19'11" East on and along the East Line of said Certified Survey Map, 761.96 feet to the Southeast Corner of Said Certified Survey Map; thence South 88°59'56" West on and along the South Line of said Certified Survey Map, said Line is also the North Line of Ironwood Estates, 636.24 feet to the Easterly Right of Way Line of Ridge Drive; thence North 01°53'13" West along the Easterly Right of Way Line of Ridge Drive, 751.84 feet to the place of beginning of this description.

The gross area of said parcel contains 489,358 Square feet or 11.2341 Acres of land more or less.

That I have made such survey, land division and map by the direction of John and Michelle Matter, owner of said land. That such map is a correct representation of all exterior boundaries of land surveyed and land division made thereof. That I have fully complied with the provision of chapter 236 of the Wisconsin Statutes and the Platting ordinance of the Town of Lisbon in surveying, dividing and mapping same.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Rick R. Hillmann PLS  
Professional Land Surveyor S-3005



### TOWN OF LISBON PLAN COMMISSION APPROVAL:

Approved by the Plan Commission of the Town of Lisbon on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Joe Osterman, Plan Commission Chairman

\_\_\_\_\_  
Jane Stadler, Secretary

## CONTINENTAL SURVEYING SERVICES LLC



Main Office:  
2059 Hwy 175, Suite "A"  
Richfield WI. 53076

Phone: (262) 389-9200  
Website: [www.csssurveys.com](http://www.csssurveys.com)  
Email: [survey@csssurveys.com](mailto:survey@csssurveys.com)

NOTE: All bearings are referenced to the Wisconsin State Plane Coordinate System, South Zone (NAD-27), in which the North line of the NE ¼ of Section 29, Township 8 North, Range 19 East bears N 88°06'47" E.

This Instrument was drafted by Rick R. Hillmann, a Professional Land Surveyor, S-3005 on this 7th day of February, 2019 Sheet 3 of 6





# Certified Survey Map \_\_\_\_\_

Redivision of Certified Survey Map NO. 2953, excepting that part Dedicated by Town Board Resolution 11-04 being part of the Northwest ¼ of the Northeast ¼ of Section 29, Township 8 North, Range 19 East, Located in the Town of Lisbon, Waukesha County, Wisconsin

## MORTGAGE CERTIFICATE:

As mortgage holder of the herein described land, (Bank Name) \_\_\_\_\_, does hereby consent to the surveying, dividing, and mapping of the lands described in this map and to the certificate of John and Michelle Matter, as owner's.

WITNESS the hand and seal of (Bank Name) \_\_\_\_\_, has caused this instrument to be executed by (First Name) \_\_\_\_\_ (Last Name) \_\_\_\_\_, its (Title) \_\_\_\_\_, and (First Name) \_\_\_\_\_ (Last Name) \_\_\_\_\_, its (Title) \_\_\_\_\_, in the (Select One (1) City, Village or Town) of (City Name) \_\_\_\_\_, Wisconsin, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

In the presence of:

_____	_____
(Bank Name)	
_____	_____
(Print - First Name, Last Name and Title)	(Signature)
_____	_____
(Print - First Name, Last Name and Title)	(Signature)

STATE OF WISCONSIN            )  
  )ss.  
County of \_\_\_\_\_            )

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, (First Name) \_\_\_\_\_ (Last Name) \_\_\_\_\_, its (Title) \_\_\_\_\_, and (First Name) \_\_\_\_\_ (Last Name) \_\_\_\_\_, its (Title) \_\_\_\_\_, of the above named corporation, to me known to be the person(s) who executed the foregoing instrument, and to me known to be the (Title) \_\_\_\_\_ and (Title) \_\_\_\_\_ respectively of the corporation, and acknowledged that they, he, or she executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Print Name \_\_\_\_\_  
Notary Public, \_\_\_\_\_ County, WI.  
My Commission Expires: \_\_\_\_\_

### CONTINENTAL SURVEYING SERVICES LLC



Main Office:  
2059 Hwy 175, Suite "A"  
Richfield WI. 53076

Phone: (262) 389-9200  
Website: www.csssurveys.com  
Email: survey@csssurveys.com



This Instrument was drafted by Rick R. Hillmann, a Professional Land Surveyor, S-3005 on this 7th day of February, 2019 Sheet 5 of 6





Parcel IDLSBT0257995001: Site Map  
*Town of Lisbon*



Subject Parcel   
 Lisbon Parcels 

**vierbicher**  
 planners | engineers | advisors



REEDSBURG - MADISON - PRAIRIE DU CHIEN - MILWAUKEE METRO  
 N27 W23957 Paul Road, Suite 105, Pewaukee, WI 53072  
 Phone: (262) 875-5000 Fax: (608) 826-0530



# REQUEST FOR CONSIDERATION

**COMMITTEE CONSIDERATION:** Town Board

**ITEM DESCRIPTION:** Recommendation from Plan Commission on the Schneider CSM.

**PREPARED BY:** Gina C. Gresch, Administrator

**REPORT DATE:** Thursday, February 21, 2019

**RECOMMENDATION:** Approve Schneider CSM

## EXPLANATION

The CSM before the Town Board is a three lot CSM. The required rezoning from A-3 Agricultural/Residential District to R-1 Suburban Single-Family Residential District. The property owner intends to split the lot into two parcels and sell the two new lots to a new owner.

The rezone has already been reviewed and approved at last month's Town's Plan Commission as well as the Sussex Plan Commission and the Lisbon-Sussex Joint Planning Commission.

The CSM has also been reviewed and approved by those bodies. The CSM has been revised since the Plan Commission meeting, re-reviewed by Planner Lindstrom.

I recommend approval of the CSM.



N27 W23957 Paul Road, Suite 105  
Pewaukee, WI 53072  
(262) 875-5000 phone  
www.vierbicher.com

February 7, 2019

Town of Lisbon Plan Commission  
W234 N8676 Woodside Road  
Lisbon, WI 53089-1545

RE: Schneider Town Line Road Certified Survey Map Review

### **Introduction**

This letter reviews the Certified Survey Map (CSM) application submitted by Donald Schneider (Applicant) on January 10, 2019, for the property located at W220N4879 Town Line Road. The property in question is 4.68 acres not including right-of-way and was rezoned from A-3 (Agricultural/Residential) to R-1 (Suburban Single Family Residential) by the Town in 2018. The Applicant intends to divide the property into three lots of 2.152 acres (Lot 1), 1.263 acres (Lot 2), and 1.261 acres (Lot 3).

Pertinent details with respect to this application, the Town of Lisbon Ordinances, and the Wisconsin Statutes are included below.

	<b>Pertinent Reviewed Materials</b>
Property Owner:	Donald L. Schneider
Applicant:	Donald L. Schneider
Tax Key:	0288987001
Current Zoning:	A-3 (Agricultural/Residential Estate District)
Adjacent Zoning:	<u>North</u> – P-1 (Public Institutional) <u>South</u> – RS-6 (Single Family Residential – City of Pewaukee) <u>East</u> – A-1 (Agricultural – Village of Menomonee Falls) <u>West</u> – A-3 (Agricultural/Residential Estate)
Current Land Use Plan designation:	“Low-Density Residential” on the Recommended Land Use Plan for Town of Lisbon – 2035.
Proposed Use:	Residential
Proposed Zoning:	R-1 (Suburban Single Family Residential District)
Sussex Joint Planning Commission Req:	Yes, the Sussex/Lisbon Joint Plan Commission will have to meet to review the proposal. Waukesha County will also have to approve of the rezoning following any actions by the Town.

### ***Town Ordinances – Comprehensive Development Plan***

Exhibit B of the Town Recommended Land Use Plan designates the area as “Low-Density Residential” which recommends 20,000 square foot lot minimums. Therefore, all three proposed lots have an area that meets the recommended minimum area for the Town’s Recommended Land Use Plan. Lot one exceeds the recommended maximum size, but due to the shape of the lot and the location of the existing structure, the lot is logically planned and positioned.

### ***Town Ordinances - Zoning***

The minimum lot size for R-1 lots is 1 acre, per Chapter 11 Ordinance §16(g)(2)A. All three proposed lots in this CSM exceed 1 acre in area.

The minimum average width for R-1 lots is 150 feet, per Ordinance §16(g)(2)B. All three lots meet minimum lot width requirements.

### ***Town Ordinances – Land Division***

- The Applicant has complied with all requirements specified under Ordinances §6.01, §6.03, and §6.04 of Chapter 12.
- Ordinance §6.02 of Chapter 12 states that maps shall show information required by Sections 4.01 (preliminary Plat – General Information), 4.02 (Preliminary Plat – Plat Data, and 5.02 (Final Plan Additional Information) of Chapter 12 along with all existing buildings and structures, drives, streams and watercourses, drainage ditches, drainage easements, marshes, wooded areas, railroad tracks, and other pertinent features. The following section details the additional requirements necessary for the preliminary CSM review:
  - Ordinance §4.02(b) requires land dividers to show existing and proposed topographic contours of not more than two-foot intervals on the proposed land division. The Applicant should amend the CSM to include these contours on an additional page of the CSM.
  - Ordinance §4.02(i) requires CSM to also show existing drives. The Applicant shall amend the CSM to include the existing driveway to the existing home.
  - Ordinance §4.02(m) requires Applicants to show the existing zoning on and adjacent to the proposed land division. The Applicant shall amend the CSM to show the zoning for the adjacent parcel to the west.
  - Ordinance §7.04(c) – Street Intersections. Property lines at street intersections shall be rounded with a minimum radius of fifteen (15) feet or of a greater radius when required by the Plan Commission, or shall be cut off by a straight line through the points of tangency of an arc having a radius of fifteen (15) feet. The CSM shall be amended to reflect this standard.

### **Additional CSM/Development Requirement of the Town code or of the Land Division Checklist**

The CSM shall also include the following:

- Location of all buildings within 50 feet of the subject site, which includes the accessory building to the east).
- Location of the existing on-site waste disposal system.
- The building envelopes for each proposed lot created by the prescribed zoning code setback lines.

February 7, 2019

Page 3 of 4

- Any utility easements are necessary to service the site. The Plan Commission may require utility easements at least 10 feet in width across lots or centered on rear or side lot lines for electric power, communication, and cable television lines, wires, conduits, storm and sanitary sewers and gas, water and other utility lines. All easements for town utilities shall be dedicated to the Town of Lisbon unless otherwise provided.
- Grading plans and drainage easements and other necessary information required to direct stormwater as approved by the Town Engineer and Waukesha County prior to final signatures.
- Remove or identify the dashed line on Lot 1.
- Remove the line extensions from the "Suitable Mound Area" boundary lines.
- Include line types in the CSM legend.

### ***Other Considerations***

- While this property is not designated for addition to the Village of Sussex, it is required to be reviewed by the Sussex/Lisbon Joint Plan Commission. Certificates shall be added for the Joint Plan Commission and the Village of Sussex.
- The property also requires submittal of soil boring testing data to the Town Engineer and Waukesha County Environmental Health. The applicant shall then submit the "Preliminary Site Evaluation" letter from Waukesha County to the Town.
- Ordinance §2.05 of Chapter 12 of the Town Code states that the Town Board may waive some CSM requirements when it judges the literal application of these requirements to be inappropriate, subject to the following criteria: exceptional circumstances, preservation of property rights, and/or absence of detriment. The Town should decide whether it wishes to grant a waiver to the unaddressed requirements noted in this letter.

### **Recommendation**

The list of conditions has been sent to the applicant's representative. If the Applicants are in agreement with the conditions, the staff would recommend approval subject to the following conditions:

1. Subject to the Developer satisfying all comments, conditions and concerns of the Town Planner (as noted above) and separate comments from the Town Engineer, which includes compliance with the Town's adopted Land Division Review Checklist and Land Division and Development Ordinance; and all reviewing, objecting and approving bodies, which may include but not be limited to the State of Wisconsin Department of Commerce per Chapter 236, Wisconsin Statutes and Chapter COMM 85, Wisconsin Administrative Code; State of Wisconsin Department of Administration per Chapter 236, Wisconsin Statutes; the Waukesha County Department of Parks and Land Use (including where necessary the Planning and Zoning Division, Parks System Division, Land Resources Division, and Environmental Health Division) in regard to the CSM, and obtaining all necessary permits and approvals, prior to commencing construction of any improvement, whether public or private, or site development or approval of the CSM, whichever is earlier.
2. The Petitioner shall, on demand, reimburse the Town for all costs and expenses of any type that the Town incurs in connection with this development, including the cost of professional services incurred by the Town (including engineering, legal, planning and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.

February 7, 2019

Page 4 of 4

3. Any unpaid bills owed to the Town by the subject property owner or his or her tenants, operators or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permit fees or any other fees owed to the Town; shall be placed upon the tax roll for the subject property if not paid within thirty (30) days of billing by the Town, pursuant to Section 66.0627, Wisconsin Statutes. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Town, including possible cause for termination of the conditional approval.
4. Subject to the Developer applying for and receiving from the, Town Plan Commission, Town Board, and Waukesha County, all necessary variances and waivers (if any) to the Town of Lisbon Zoning Ordinance, the Waukesha County Shoreland and Floodland Protection Ordinance, the Waukesha County Shoreland and Floodland Subdivision Control Ordinance, and the Town of Lisbon Land Division and Development Ordinance prior to commencing construction of any improvement, whether public or private, or site development or approval of the Final Plat/CSM, whichever is earlier. This conditional approval document shall not be read as providing any assurance or expectation that such variances or waivers will be granted, and shall not vest any right regarding the grant of such variances or waivers.

The issues outlined above are meant to guide you in your discussions over whether to approve this proposal. This letter is subject to change upon review of any additional application materials submitted to the Town between the drafting of this letter and the public meeting. I will be in attendance at the February 14th Plan Commission meeting to answer any questions.

Sincerely,

Daniel Lindstrom, AICP  
Vierbicher

AP

cc:  
Gina Gresch, Administrator, Town of Lisbon  
Daniel Green, Clerk, Town of Lisbon  
Rick R. Hillmann, PLS, Continental Surveying Services LLC  
Donald L. Schneider, Applicant



**RECEIVED**

040

By Daniel Green at 10:07 am, Jan 10, 2019

W234 N8676 WOODSIDE RD.  
LISBON, WI 53089-1545  
TEL: (262) 246-6100

# Plan Commission Application

## Application Type and Fee (check all that apply)

\*Application fees are non-refundable. Fees cover costs associated with public notification, postage, copies, and document recording, however applicants agree to pay all additional expenses that the Town may incur by virtue of contracted plan review services including but not limited to: legal, surveying and engineering costs and studies.

**Commercial**  
*\*All commercial projects including any change of occupancy, change of use, or construction/alteration must be submitted to the Lisbon Fire Department as well for review and inspections.*

**Residential** – Home-Based Bus. / In-Law Unit

- Accessory Building Waiver: \$100 (Size/Location/Architectural Review)
- After the Fact Application: Double Fees
- Certified Survey Map: \$200 + \$10 Per lot
  - Dedication Fee (Per lot): \$2,658 (Paid upon receipt of signed CSM)
- Conditional Use Permit: \$350
  - Amendment / Original
  - Major Grading Permit
- Deed Restriction: \$100
- Developer's Agreement: \$250
- Groundwater Separation Waiver: \$100
- Land Use Amendment: \$300
- Conceptual: \$100
- Plat Review:
  - Final - \$200
  - Preliminary - \$500
- Re-Submittal: \$200
- Rezone: \$350
- Sign Permit Application: \$30 + Sign Fees (See Adopted Fee Schedule)
- Site Plan/Plan of Operation:
  - Amendment: \$250
  - Original: \$500
  - Temporary: \$125
- Special Meeting: \$600
- Waivers/Modification from Land Division and Development Ordinance: \$200

## Property Information

W220-N4879 TOWNLINE RD      Menomonie Falls      53021  
 Property Address      City      Zip

\_\_\_\_\_  
 Tax Key/Parcel ID #      Lot Size      Current Zoning

## Property Owner

DONALD L SCHNEIDER  
 Name / Company Name

\_\_\_\_\_  
 Signature

W220 N4879 TOWNLINE RD  
 Address

MENOMONIE FALLS WIS 53021  
 City      State      Zip

262-246-4112  
 Phone      E-mail Address

## Applicant

\_\_\_\_\_  
 Name

\_\_\_\_\_  
 Company

\_\_\_\_\_  
 Address

\_\_\_\_\_  
 City      State      Zip

\_\_\_\_\_  
 Phone      E-Mail Address

**A complete application** along with the appropriate fees shall be submitted by the deadline stated on the meeting schedule. In order for an application to be considered **complete**, the application shall include the required number of site plans/maps, and all of the necessary supporting information as indicated on the Project Review Checklist. If applying for a conditional use or development agreement, a document showing vested interest in the property is required. *The Town of Lisbon reserves the right not to accept an application that is deemed incomplete.*



# Project Review Checklist

---

**Prior to the Plan Commission submittal deadline the property owner or applicant presents a site plan prepared with the information below to the Deputy Clerk at the Town Hall. The submittal material is reviewed and if appropriate, discussed at the next regularly scheduled Plan Commission meeting.**

*The information below is a required minimum and the other materials may be requested of the applicant during the review process.*

---

- 1) A statement describing the general character of the intended development and including the property address, tax key number and correct legal description. General items to include in the statement are: hours of operation, number of employees, traffic patterns, parking requirements, trash removal, etc.
- 2) An accurate map (site plan) of the project area. The site plan should be professionally prepared by a licensed architect, surveyor and/or engineer, with accurate dimensions indicating the property size, its relationship to surrounding properties, existing topography, key natural features and show the location of all existing and proposed:
 

<ol style="list-style-type: none"> <li>A. Structures, showing all entrances</li> <li>B. Driveways &amp; street access</li> <li>C. Parking areas</li> <li>D. Walkways</li> <li>E. Existing landscaping</li> <li>F. Abutting public and private streets</li> <li>G. Public easements</li> <li>H. Surrounding land uses and zoning</li> <li>I. Retaining walls</li> <li>J. Decorative accessories</li> </ol>	<ol style="list-style-type: none"> <li>K. Dumpster location and screening</li> <li>L. Location, color, message, dimensions and materials of all signs</li> <li>M. Location, size and character of dedicated or private open space</li> <li>N. Location of sanitary sewer, storm sewer, water mains and services and stormwater detention facilities</li> <li>O. Floor plan of building or addition</li> </ol>
---	---
- 3) Stormwater management plan.
- 4) Grading plan showing existing and finished grades to Town datum.
- 5) Professionally prepared landscape plan.
- 6) Lighting plan; photometric plan, type of fixtures, wattage and location and height of lighting structures.
- 7) Topographic data or pertinent grade elevations, if necessary, for proper remodeling of existing buildings showing finished exterior treatment.
- 8) Colored elevations of proposed buildings, structures and fencing, or of proposed remodeling of existing buildings, showing finished exterior treatment and a listing of building materials.
- 9) Names, address, telephone number, fax number and email address of the owner(s) and/or agent to be contacted with regard to the application.
- 10) Proof of ownership or agent status.

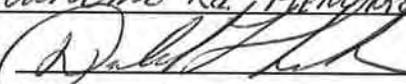


**SITE INSPECTION NOTIFICATION:**

The Town of Lisbon Town Plan Commission and Town Board request permission of the property owner or responsible party to enter the subject property, between the hours of 9am to 5pm or upon prior 24 hour notice, for a site inspection prior to any scheduled Plan Commission or Board meeting. The site inspection will allow the Town Plan Commission and Town Board to make more informed decisions with respect to the requested application.

I, the undersigned, have been advised that my signature grants permission to members of the Town Plan Commission and Town Board to conduct site inspections of the subject property. Failure to authorize said site inspection will not be held against the property owner or responsible party in the decision of the requested application; however, the site inspection does allow the Town Plan Commission and Town Board to make more informed decisions.

**RESPONSIBLE PARTY, NAME, MAILING ADDRESS, SIGNATURE & DATE:**

NAME DONALD L SCHNEIDER  
ADDRESS W220 - N4879 TOWNLINE Rd, MENOMONONGE FALLS 53051  
DATE 4/9/2019 SIGNATURE   
PHONE 262-246-4112 EMAIL \_\_\_\_\_

**PROPERTY OWNER NAME, MAILING ADDRESS, SIGNATURE & DATE:**

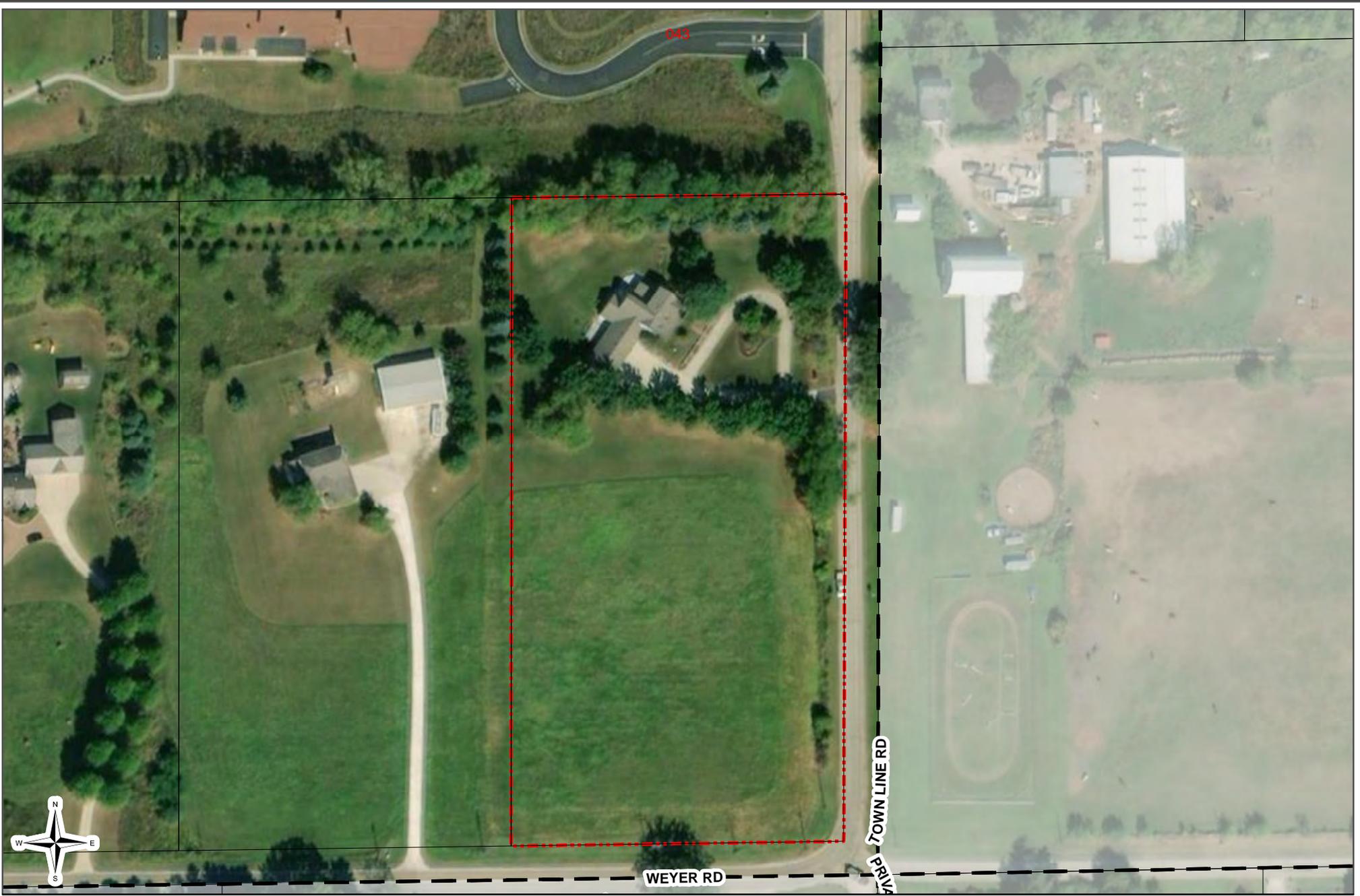
NAME SAME AS ABOVE  
ADDRESS \_\_\_\_\_  
DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_  
PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

**COMMENTS:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

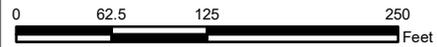
\_\_\_\_\_  
Town Official Accepting Form

\_\_\_\_\_  
Date



Parcel ID 987.001: Site Map  
*Town of Lisbon*

1 inch = 125 feet



Town of Lisbon Boundary



REEDSBURG - MADISON - PRAIRIE DU CHIEN - MILWAUKEE METRO  
 N27 W23957 Paul Road, Suite 105, Pewaukee, WI 53072  
 Phone: (262) 875-5000 Fax: (608) 826-0530

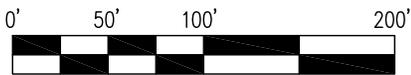
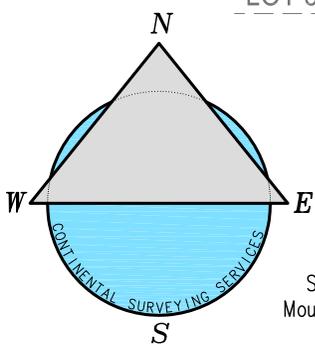
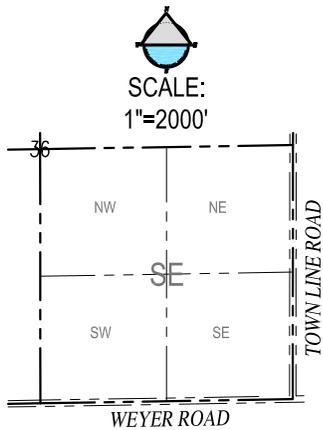
# Certified Survey Map

A Revision of Lot 4 of Certified Survey Map No. 5824, being a part of the Southeast  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of Section 36, Township 8 North, Range 19 East  
Town of Lisbon, Waukesha County, Wisconsin

## LEGEND

- 1" Iron Pipe Found
- ⊙ 20"x  $\frac{3}{4}$ " Re-Bar Set (1.13 lb/foot)

### Location Map



SCALE:  
1"=100'

Unplatted  
Lands

1 1/2" I.P. FOUND  
AND ACCEPTED

1 1/2" I.P. FOUND  
AND ACCEPTED

Utility  
Pedestal

NE. Cor. of SE.  $\frac{1}{4}$ ,  
Sec. 36, T8N, R19E  
Conc. Mon. W/Cap

N 89°15'24" E 324.83'

85.5'

Existing  
Residence

Well

LOT 1  
93,724 S.F.  
2.15160 Acres

Boring 1

S 89°03'52" W 324.02'

289.46'

95.1'

108.7'

129.7'

288.36'

East Line of the SE  $\frac{1}{4}$

Existing  
Culvert

N 00°03'44" E 2644.78'

LOT 3

N 00°06'08" W 629.44'

Boring 2

Boring 3

Boring 4

LOT 2  
55,033 S.F.  
1.26338 Acres

Suitable Mound Areas  
And Boring Locations  
are Scaled from Soil  
Evaluation Report and  
Drawing Performed by  
Badgerland Soil  
Testing, Inc.  
Dated 9-14-2018

Suitable  
Mound Areas

Boring 5

Boring 6

Boring 7

LOT 3  
54,950 S.F.  
1.26148 Acres

S 89°03'52" W 323.53'

Proposed  
Drive  
Entrance  
85' North

628.39'

170.00'

Proposed Drive  
Entrance  
85' North  
S 89°03'51" W

33.01'

N 00°03'44" E

33.01'

TOWN LINE ROAD  
( 66' R.O.W. - Asphalt)

1 1/2" I.P. FOUND  
AND ACCEPTED

S 89°03'52" W 323.04'

WEYER ROAD  
( 66' R.O.W. - Asphalt)

SE. Cor. of SE.  $\frac{1}{4}$ ,  
Sec. 36, T8N, R19E  
Conc. Mon. W/Cap

**CONTINENTAL  
SURVEYING  
SERVICES LLC**



Main Office:  
2059 Hwy 175, Suite "A"  
Richfield WI. 53076

Phone: (262) 389-9200  
Website: [www.cssturveys.com](http://www.cssturveys.com)  
Email: [survey@cssturveys.com](mailto:survey@cssturveys.com)



### OWNER'S

Donald and Jeanette Schneider  
W220N4879 Town Line Road  
Menomonee Falls, WI. 53051  
TKN.: LSBT 0288987001

NOTE: All bearings are referenced to the Wisconsin State Plane Coordinate System, South Zone (NAD-27), in which the East line of the SE  $\frac{1}{4}$  of Section 36, Township 08 North, Range 19 East bears S 00°03'44" E.

This Instrument was drafted by Rick R. Hillmann, a Professional Land Surveyor, S-3005 on this 6th day of February, 2019  
Sheet 1 of 5



# Certified Survey Map

A Revision of Lot 4 of Certified Survey Map No. 5824, being a part of the Southeast  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of Section 36, Township 8 North, Range 19 East  
Town of Lisbon, Waukesha County, Wisconsin

## SURVEYOR'S CERTIFICATE:

I Rick R. Hillmann, Professional Land Surveyor, do hereby certify:

That I have surveyed, divided and mapped a parcel of land located in a part of the Wisconsin, now being more particularly bounded and described and follows:

All that part of the Southeast Quarter (SE 1/4) of the Southeast Quarter (SE 1/4) of Section 36, Township 8 North, Range 19 East, in the Town of Lisbon, Waukesha County, Wisconsin, Commencing at the Southeast Corner of Section 36, Township 8 North, Range 19 East, thence North 0°03'44" East a long the east line of said Southeast Quarter, 33.01 feet; thence South 89°03'51" West, 33.01 feet to the point of Beginning, said point being the Southeast Corner of Lot 4 of Certified Survey Map Number 5824; thence continuing South 89°03'52" West along the south line of said Lot 4, 323.04 feet to the Southwest Corner of said Lot 4; thence North 0°06'08" West along the west line of said Lot 4, 629.45 feet to the Northwest Corner of said Lot 4; thence North 89°15'24" East along the west line of said Lot 4, 324.83 feet to the Northeast Corner of said Lot 4; thence South 0°03'44" West along the east line of said Lot 4, 628.39 feet to the Point of Beginning.

The gross area of said parcel contains 203,707 Square feet or 4.67646 Acres of land more or less.

That I have made such survey, land division and map by the direction of Donald and Jeanette Schnieder, owner of said land. That such map is a correct representation of all exterior boundaries of land surveyed and land division made thereof. That I have fully complied with the provision of chapter 236 of the Wisconsin Statutes and the Platting ordinance of the Town of Lisbon in surveying, dividing and mapping same.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Rick R. Hillmann PLS  
Professional Land Surveyor S-3005

## TOWN OF LISBON PLAN COMMISSION APPROVAL:

Approved by the Plan Commission of the Town of Lisbon on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Joe Osterman, Plan Commission Chairman

\_\_\_\_\_  
Jane Stadler, Secretary

**CONTINENTAL  
SURVEYING  
SERVICES LLC**



Main Office:  
2059 Hwy 175, Suite "A"  
Richfield WI. 53076

Phone: (262) 389-9200  
Website: [www.csssurveys.com](http://www.csssurveys.com)  
Email: [survey@csssurveys.com](mailto:survey@csssurveys.com)



NOTE: All bearings are referenced to the Wisconsin State Plane Coordinate System, South Zone (NAD-27), in which the East line of the SE  $\frac{1}{4}$  of Section 36, Township 08 North, Range 19 East bears S 00°03'44" E.

This Instrument was drafted by Rick R. Hillmann, a Professional Land Surveyor, S-3005 on this 6th day of February, 2019 Sheet 2 of 5





# Certified Survey Map \_\_\_\_\_

A Revision of Lot 4 of Certified Survey Map No. 5824, being a part of the Southeast 1/4 of the Southeast 1/4 of Section 36, Township 8 North, Range 19 East Town of Lisbon, Waukesha County, Wisconsin

## MORTGAGE CERTIFICATE:

As mortgage holder of the herein described land, JPMorgan Chase & Co., does hereby consent to the surveying, dividing, and mapping of the lands described in this map and to the certificate of Donald and Jeanette Schneider, as owners.

WITNESS the hand and seal of JPMorgan Chase & Co., has caused this instrument to be executed by (First Name) \_\_\_\_\_ (Last Name) \_\_\_\_\_, its (Title) \_\_\_\_\_, and (First Name) \_\_\_\_\_ (Last Name) \_\_\_\_\_, its (Title) \_\_\_\_\_, in the (Select One (1) City, Village or Town) of (City Name) \_\_\_\_\_, Wisconsin, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

In the presence of:

\_\_\_\_\_  
JPMorgan Chase & Co.

\_\_\_\_\_  
(Print - First Name, Last Name and Title)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print - First Name, Last Name and Title)

\_\_\_\_\_  
(Signature)

STATE OF WISCONSIN )  
 )ss.  
County of \_\_\_\_\_ )

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, (First Name) \_\_\_\_\_ (Last Name) \_\_\_\_\_, its (Title) \_\_\_\_\_, and (First Name) \_\_\_\_\_ (Last Name) \_\_\_\_\_, its (Title) \_\_\_\_\_, of the above named corporation, to me known to be the person(s) who executed the foregoing instrument, and to me known to be the (Title) \_\_\_\_\_ and (Title) \_\_\_\_\_ respectively of the corporation, and acknowledged that they, he, or she executed the foregoing instrument and acknowledged the same.

Print Name \_\_\_\_\_

Notary Public, \_\_\_\_\_ County, WI.

My Commission Expires: \_\_\_\_\_

**CONTINENTAL  
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Richfield WI. 53076

Phone: (262) 389-9200  
Website: www.csssurveys.com  
Email: survey@csssurveys.com



This Instrument was drafted by Rick R. Hillmann, a Professional Land Surveyor, S-3005 on this 6th day of February, 2019 Sheet 4 of 5





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**RECEIVED**

By Gina Gresch at 9:07 pm, Feb 19, 2019

February 19, 2019

Mr. Dan Green  
Town Clerk  
Town of Lisbon  
W234 N8676 Woodside Road  
Lisbon, WI 53089

RE: Request for Code Amendment - Colgate Mine

Dear Dan:

Per our recent exchange of e-mails, the purpose of this letter is to seek consideration for a permanent change in work hours for our Colgate sand and gravel operation on Hillside Road, south of Highway Q, in the Town of Lisbon.

If acceptable to the Town Board, we would seek to amend our Plan of Operation to allow us the ability to extract and process materials between the hours of 6:00pm and 10:00pm, Monday through Friday, in order to better serve our customer needs and improve production efficiency. We are currently permitted to operate between 6:00am and 6:00pm under the current Town Ordinance for mining and processing.

Demand for construction aggregate has increased significantly in southeast Wisconsin and is expected to continue for many years with the likes of high-volume projects like Foxconn and other mass-transit and related road infrastructure improvements. Current production hours are limiting our ability to meet this demand. In addition, the added hours would lead to an additional work shift, creating more good-paying union jobs and likely enhance overall workplace safety.

Our request would not impact the speed of material processing, truck loading hours and established truck routes. We look forward to hearing from you soon. If you have any questions or concerns, I can be reached by telephone at 847/417-2658 or via e-mail at [rtwille@meyermaterial.com](mailto:rtwille@meyermaterial.com).

Sincerely,

Lafarge Aggregates/Meyer Material Company

A handwritten signature in blue ink that reads "Randi Wille".

Randi Wille  
Regional Manager, Land and Environment  
Mid-America Region



News State of Wisconsin

## Foxconn confirms they will build Wisconsin plant despite considerations to pull out of deal

Foxconn's reconsiderations spark concerns in state Legislature, despite confirmation to continue project as planned

by COURTNEY ERDMAN · Feb 19, 2019

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After Foxconn Technology Group suggested a possible reconsideration of their Wisconsin deal in January, the tech giant confirmed they will build a \$10 billion plant in Mount Pleasant.

Discussions between President Donald Trump and Foxconn chairman Terry Gou prompted the confirmation.

Foxconn planned to manufacture <sup>050</sup> liquid-crystal display screens, but has since scaled back to manufacturing smaller screens, such as those on phones and laptops. The company aims to create 13,000 jobs for Wisconsin workers.

Rep. Melissa Sargent, D-Madison, said she is concerned about what would happen to the land and materials purchased by Racine County for the project if Foxconn retracts the deal. She was also concerned about the project's environmental impacts and the people who have lost their homes.

### **In light of Foxconn suspension reports, here's what you need to know**

Foxconn Technology Group, a Taiwanese electronics manufacturing company, has denied reports that it plans to suspend work on its \$10 billion

[Read...](#)



“It is vital that when we provide economic development and stimulus to businesses, that we do have a way to ensure that we are actually hiring Wisconsin workers,” Sargent said in reference to Foxconn potentially hiring foreign workers.

Jobs created so far include 178 full-time Foxconn employees and 854 employees involved in construction, Foxconn project director Claude Lois said in an email to The Badger Herald.

Rep. LaKeshia Myers, D-Milwaukee, said there was little public input when the agreement was made.

“People have been steadfast about losing their family property to Foxconn,” Myers said. “[Foxconn is] uprooting people’s whole lives that have been there.”

### **Job, promotion prospects for UW graduates look favorable for foreseeable future**

In light of favorable unemployment numbers and economic growth prospects in Wisconsin and throughout the country, economists are saying the

[Read...](#)



Sargent said a lot of people in Wisconsin did not have faith in this deal to begin with.

According to a Marquette Law School [poll](#), 40 percent of respondents said Wisconsin is paying more than the plant is worth.

“[Foxconn] wants to make it more so a research facility, then you have fewer jobs for a different class of worker,” Myers said. [Those jobs] would go more for white-collar professionals.”

The money that has been invested cannot be put into another company for the long term or on a larger scale, Myers said. Bidding more money to keep Foxconn in Wisconsin is also not an option.

### **‘Foxconn Days’ showcases new technologies, Smart Futures competition**

The University of Wisconsin kicked off “Foxconn Days” Thursday, a two-day event aimed at increasing student and alumni interest in [Read...](#)



Workers also need transportation to the plant, as there are some who reside in surrounding counties, Myers said. She asserted that developing or expanding the current transportation system to accommodate these workers is a necessary step.

“Transportation is an issue all over Wisconsin, especially in major urban areas,” Myers said.

According to a law that allows the Wisconsin Economic Development Corporation to provide \$2.85 billion in state income tax credits to Foxconn, they can only receive them if they fulfill hiring and certain job requirements. If they receive tax credits but then fail to meet the requirements outlined in the [Electronics and Information Technology Manufacturing Zone](#), they are required to pay them back within a year.

The WEDC can revoke Foxconn’s certification if they leave the zone and conduct business outside of it, or if they stop operations within two months. WEDC can revoke Foxconn’s claim to tax credits if they supply false or misleading information, [according to Wisconsin statutory law](#).

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## Foxconn invests \$100 million in UW research, announces partnership

Foxconn Technology Group, the company at center of a deal to bring thousands of jobs to southeast Wisconsin, announced Monday [Read...](#)



The government can also issue [bonds](#) for infrastructure which are paid off by tax revenue. Bonds that may have been spent on Foxconn could not be returned if the deal closes. Investors can choose to sue Foxconn for damages if they close the deal, but it remains unclear if the money invested in Foxconn would be reallocated.

Foxconn is legally obligated to fully fund the land acquisition and infrastructure work, regardless of what they build, Lois said. It will be paid over a 10 year period, starting with a bill that will be issued in December 2019.

“We have tax dollars that are invested in this and our local levels of government have invested in this,” Sargent said. “Our tech schools have invested resources in it and other businesses have put time and resources into this as well, and if this doesn’t happen the way the people believe it [will] that money will have been spent.”

Sargent raised concerns about whether or not there are appropriate clawbacks put in place that would allow the state to recover financially if Foxconn closes the deal.

## Murky waters: Foxconn deal brings economic opportunity, environmental concerns

The rolling farmlands of Mount Pleasant create a scenic landscape on the Milwaukee to Chicago commute. But this view will [Read...](#)



Sargent is hopeful the change in the governor’s chair will provide a path forward that includes more voices. She pointed out that Evers and his staff are traveling Wisconsin and encouraging people to share their ideas about their concerns.

The advantages of the deal are unclear because the original contract was vague and Foxconn has made some changes to the original agreement. It was rushed, Myers said.

“[Foxconn has] to be upfront and <sup>053</sup>let us know what the actual scope of their operation looks like,” Myers said. “If plans are going to change, they should have stakeholders from every part of the community involved in every part of each step.”

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**Letter to the Editor: UW System more tolerant of hate than those who stand against it**

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**UW student punches suspect to recover wallet, asks officer for note to avoid test next morning**

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This article was published Feb 19, 2019 at 11:00 am and last updated Feb 19, 2019 at 11:02 am

Tags: Foxconn, Gov. Tony Evers, Jobs

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Education, environmental concerns rank high

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## **Everything you need to know before Tuesday's election**

Where to vote, when to vote and who is running

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## **At UW visit, Beto O'Rourke discusses youth engagement, immigration, 2020**

O'Rourke is visiting colleges across the country to hear from students, discuss important issues

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## **Raj Shukla leads mayoral candidates in fundraising ahead of Tuesday's primary**

Shukla narrowly out-raises incumbent Mayor Paul Soglin



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