



Agenda
Town Board Meeting
Town of Lisbon, Town Hall
Monday, September 23, 2019
6:30 p.m.

1. **Roll Call.**
2. **Pledge of Allegiance.**

SPECIAL ORDER OF BUSINESS: Presentation by the Town of Lisbon & Village of Merton Fire Chiefs proposing a merger, creating the “Bark River Fire Department”.

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. September 9, 2019 Town Board minutes
 - ii. Operator's Licenses
 - iii. Resolution 15-19 Resolution Accepting Public Improvements of River Glen Subdivision & Beginning One-Year Warranty Period.
 - iv. River Glen Surety Bond Reduction.
 - v. Chapter 12 Land Division and Development Ordinance waiver requests for Neumann Development Inc, for Hillside Ridge & the Preserve at Harvest Ridge, for cul-de-sac lengths, lot slopes, perpendicular lot lines and road tangent lengths as described in the Administrator's memo.
 - vi. Chapter 12 Land Division and Development Ordinance waiver request for the Town of Lisbon for waivers from Chapter 12, Sections 7.03(a), “Street & Pedestrian Way Design Standards, Cul-de-Sacs or Dead-End Streets”, and Chapter 12, Section 2.05 “Waivers”, to allow a cul-de-sac 625 feet beyond the 500 feet allowed per the Town Code for the Town owned Lied's Property.
5. **Approval of Bills.**
6. **Announcements/Correspondence.**
 - Meeting Schedule
 - IIMC Announcement – Clerk Dan Green Received Certified Municipal Clerk Certification from the International Institute of Municipal Clerks.

7. **Department Reports - Presentation of activity statistics and recently attended meetings.**
 - Administrator
 - Clerk
 - Fire Department
 - Parks Department
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 Plan Commission on the request for Louis Finco, for the properties located at N50W25545 Lisbon Road, LSBT 0275.997.003 and 0275.997.005, for a two-lot combination Certified Survey Map, subject to Lisbon-Sussex JPC approval and completion of the Joint Driveway Easement Agreement by all private parties and recorded at the Waukesha County Register of Deeds.
 - B. Discussion and necessary action on the recommendation from Plan Commission for the following requests for Mark Lake on behalf of WP Property Acquisitions, LLC, property owner Bette Brown Slayton Living Trust, for the property located at N55W25299 Richmond Road, LSBT 0273.998:
 - i. Comprehensive Plan Amendment from Low Density Residential and other Open Lands to be Preserved to Industrial and Low Density Residential, subject to the amendment being approved by the Village of Sussex as this change modifies Exhibit H of the Boundary Stipulation and Intergovernmental Cooperative Agreement dated 1/22/2001 and subject to the approval of the Lisbon-Sussex Joint Plan Commission, and recommendation to Waukesha County and the Village of Sussex of the same.
 - ii. Rezone from A-10 Agricultural District to BP and C-1 subject to the approval of the Lisbon-Sussex Joint Plan Commission, and recommendation to Waukesha County and the Village of Sussex of the same.

- 11. Discussion and necessary action to convene into Closed Session, pursuant to Wis. Stats. 19.85(1)(g) when conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved with respect to the existing Boundary Stipulation and Wis. Stats. 66.02162 and Cooperative boundary agreements(s) under Wis. Stats. 66.0307.
- 12. Discussion and necessary action to reconvene into Open Session for possible action on Closed Session deliberations.
- 13. Adjournment.

Joseph Osterman
Town Chairman

Gina C. Gresch, MMC/WCPC
Town Administrator

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.



REQUEST FOR CONSIDERATION

COMMITTEE CONSIDERATION: Town Board

ITEM DESCRIPTION: Consent Agenda Items

PREPARED BY: Gina C. Gresch, Administrator

REPORT DATE: Thursday, September 19, 2019

RECOMMENDATION:

Approval of the Consent Agenda items.

EXPLANATION:

i. Town Board Meeting Minutes

- September 9, 2019 Town Board minutes

ii. Operator's License

Songbird Hills

- Julie Marie Kramlich
- Carrie Lynn Bleck
- Jacqueline Liebl
- Margaret Mahlberg

Fairways

- Christy Carrie Irvine-Bachmann
- Courtney Christian Wood
- Denise Wilcox

iii. Resolution to Accept Public Improvements & One-Year Warranty Period for River Glen.

- Engineer Leisses has inspected River Glen and recommends acceptance of the public improvements and starting the one-year warranty period. The Town Auditor requests all new subdivision roads be accepted by resolution and given to them at the audit so they can add the infrastructure and value to our financials.

iv. River Glen Surety Bond Reduction

- With the above action to accept the public improvements and enter the one-year warranty period, the developer is eligible to receive his surety bond less 10% held by the town for one year as recommended by Engineer Leisses in his attached letter.

v. Chapter 12 Land Division and Development Ordinance waiver requests for Neumann Development Inc, for Hillside Ridge & the Preserve at Harvest Ridge, for cul-de-sac lengths, lot slopes, perpendicular lot lines and road tangent lengths as described in the Administrator's memo.

- The Plan Commission voted unanimously to approve the Chapter 12 waiver requests for cul-de-sac lengths, lot slopes, perpendicular lot lines and road tangent lengths for the following lots in their respective development:
 - i. Hillside Ridge:
 - a. Section 7.03(a) - Cul-de-sac Length on Ridgeline Court (200 feet waiver) and Highland Drive (360 feet waiver).
 - b. Section 2.06 - Lot Slope for Lots 15-18 & 37.
 - c. Section 7.06 - Perpendicular Lot Line: 21/22, 32/33, 35-39 & 42/43.
 - d. Section 7.03(g) - Road Tangent Length for Beverly Lane Entrance, Hillside Court/Beverly Lane Intersection, Hillside Court cul-de-sac and Ridgeline Court cul-de-sac.
 - ii. Preserve at Harvest Ridge:
 - a. Section 7.03(a) - Cul-de-sac Length on Orchard Hill Drive (700 feet waiver) and Autumn Court (100 feet waiver).
 - b. Section 7.06 - Perpendicular Lot Line: Lots 9-11, 15-17, 21/22, 26/27, 29/30, 32/33, 35/36, 41-43, 47/48, 54/55, 59-61.

vi. Chapter 12 Land Division and Development Ordinance waiver request for the Town of Lisbon for waivers from Chapter 12, Sections 7.03(a), "Street & Pedestrian Way Design Standards, Cul-de-Sacs or Dead-End Streets", and Chapter 12, Section 2.05 "Waivers", to allow a cul-de-sac 625 feet beyond the 500 feet allowed per the Town Code for the Town owned Lied's Property.

- The Plan Commission voted unanimously to approve the Chapter 12 waiver request for the Lied's property to allow a longer than allowed cul-de-sac.

I recommend approval of all of the Consent Agenda items.

**Minutes of the Town Board Meeting
Town of Lisbon, Town Hall
September 9, 2019
6:30 p.m.**

Chairman Osterman called the Town Board meeting to order at 6:30 PM.

Roll Call: Present: Supervisors Gamiño, Moonen and Plotecher. Also present: Dan Green, Town Clerk and Gina Gresch, Town Administrator. Excused were Supervisor Beal and Chairman Osterman.

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. August 26, 2019 Town Board minutes
- ii. Operator's Licenses
- iii. Twin Pine Farms LLC Phase II-B Acceptance of Improvements and Letter of Credit Reduction Request.

Motion by Supervisor Plotecher to approve the Consent Agenda. Seconded by Supervisor Gamiño. Motion carried, 3-0.

Approval of Bills.

Motion by Supervisor Moonen to approve the September 9, 2019 check register as presented. Seconded by Supervisor Plotecher. Motion carried, 3-0.

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

Supervisor Moonen reviewed the list of upcoming Town meetings.

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

Town Administrator –

AUGUST ACH / AUTOPAY REPORT

The August ACH / Auto Pay report is on the following page for your review/reference.

FALL NEWSLETTER

The fall newsletter is being proofed as I type this. It should be going out in the next couple of weeks. As soon as a final copy is ready, we'll post it on the website.

Parks Department – Supervisor Gamiño reviewed what Park staff worked on in August and September including removal of trees, planting trees in Community park and installation of a memorial bench. Staff also worked on wood-chipping the 911 Memorial site, maintaining equipment and de-weeding and planting beds on municipal grounds.

Public Works Department – Supervisor Moonen reviewed what DPW staff worked on in August and September including roadside mowing, storm water projects on Good Hope Road and Betker Drive, adding a crosswalk on Plainview Road at Plainview Parkway and fitting a new stump grinder to the excavator. They also worked on the compost site and starting moving material to the new compost site location next year. Supervisor Moonen also reviewed meetings attended by DPW Director Joe DeStefano.

Marc, August, staff doing roadside mowing. Trimming lots for week commissioner. Plainview, added crosswalk. Fit new stump grinder to excavator. Staff working on roadside, please slow down. Moving material out of east side of compost site. Budget workshops have started.

Supervisor's Reports.

None

New Business.

- A. Discussion and necessary action on the recommendation from Plan Commission on the request for Neumann Developments Inc., for the property located along Hillside Road, in the Town of Lisbon, LSBT 0205.995 and LSBT 0208.987 generally located on the west side of Hillside Drive adjacent to Beverly Lane, for the following:
 - i. Preliminary Plat for the proposed Hillside Ridge subdivision and recommendation to Waukesha County of the same.

Administrator Gresch read the requested action from the August 8th Plan Commission. She explained that this item did not make it to the Town Board until now because the Town was waiting for the applicant to meet all conditions set by the planner. The condition of the approval is that all other government agencies need to be approved including the Joint Plan Commission.

Motion by Supervisor Gamiño to approve the request for Neumann Developments Inc., for the property located along Hillside Road, in the Town of Lisbon, LSBT 0205.995 and LSBT 0208.987 generally located on the west side of Hillside Drive adjacent to Beverly Lane, for a Preliminary Plat for the proposed Hillside Ridge subdivision contingent on Sussex-Joint Plan Commission approval and recommendation to Waukesha County of the same. Seconded by Supervisor Plotecher. Motion carried, 3-0.

- ii. Combined General Development Plan and Specific Development Plan for the proposed Hillside Ridge subdivision and recommendation to Waukesha County of the same. [\(click here for packet documents\)](#)

Motion by Supervisor Gamiño to approve the General Development Plan and Specific Development Plan for the proposed Hillside Ridge subdivision contingent on Sussex-Joint Plan Commission and recommendation to Waukesha County of the same. Seconded by Supervisor Plotecher. Motion carried, 3-0.

- B. Discussion and necessary action on the recommendation from Plan Commission on the request for Neumann Developments Inc., for the property located along Lisbon Road, in the Town of Lisbon, LSBT 0264.998.002 generally located north of Lisbon Road and south of Ainsworth Road, adjacent to Basham Lane, for the following:
 - i. Preliminary Plat for the proposed Preserve at Harvest Ridge subdivision and recommendation to Waukesha County of the same.

Motion by Supervisor Gamiño to approve the request for Neumann Developments Inc., for the property located along Lisbon Road, in the Town of Lisbon, LSBT 0264.998.002 generally located north of Lisbon Road and south of Ainsworth Road, adjacent to Basham Lane, for a Preliminary Plat for the proposed Preserve at Harvest Ridge subdivision and recommendation to Waukesha County of the same. Seconded by Supervisor Plotecher. Motion carried, 3-0.

- ii. Combined General Development Plan and Specific Development Plan for the proposed Preserve at Harvest Ridge subdivision and recommendation to Waukesha County of the same. [\(click here for packet documents\)](#)

Motion by Supervisor Gamiño to approve the General Development Plan and Specific Development Plan for the proposed Preserve at Harvest Ridge subdivision and recommendation to Waukesha County of the same. Seconded by Supervisor Plotecher. Motion carried, 3-0.

- A. Discussion and necessary action on the request from Neumann Developments for an "early start" approval for the Preserve at Harvest Ridge and Hillside Ridge developments.

Administrator Gresch explained that Neumann Developments has requested the Town Board allow an early start date on both Hillside Ridge and Preserve at Harvest Ridge. They would like to begin grading, which includes stripping topsoil, establishing of storm water ponds and other storm water requirements, grading of lots where needed, and setting roads and swales in right-of-ways to grade. Administrator Gresch explained that the applicant has submitted letters of credit for phasing and the attorney is satisfactory with everything that has been submitted. Administrator Gresch recommended approval of an early start. Supervisor Moonen asked if there were any concerns regarding ground water as the concern was mentioned by neighbors. Engineer Mitch Leisses explained he did not have concerns and that these were reviewed by his team and Waukesha County.

Bryan Lindgren from Neumann stated they are working on a schedule of phasing. They want to get it graded and stabilized for everyone's benefit as they approach winter. Mr. Lindgren went through the timeframe moving forward including a preconstruction meeting with the Town and County and they are hoping to have stabilization on the site by mid-October. Supervisor Moonen asked if they were going to work on the retention ponds first. Mr. Lindgren stated these retention areas are priorities. Engineer Mitch Leisses explained there is a one year correction period for the developer to make corrections if any issues arise.

Motion by Supervisor Moonen to approve the request from Neumann Developments for an "early start" approval for the Preserve at Harvest Ridge and Hillside Ridge developments. Seconded by Supervisor Gamiño. Motion carried, 3-0.

Adjournment.

Motion by Supervisor Gamiño to adjourn the Monday, September 9, 2019 Town Board of Supervisors meeting at 6:52 PM. Seconded by Supervisor Plotecher. Motion carried, 3-0.

Respectfully submitted,

Dan Green, WCMC
Town Clerk

STATE OF WISCONSIN

TOWN OF LISBON

WAUKESHA COUNTY

RESOLUTION 15-19

RESOLUTION ACCEPTING PUBLIC IMPROVEMENTS OF RIVER GLEN SUBDIVISION & BEGINNING ONE YEAR WARRANTY PERIOD

WHEREAS, Mitch Leisses, Town of Lisbon Engineer has completed a review of public improvements River Glen Subdivision by his letter dated Monday, September 16, 2019, and;

WHEREAS, the Town Board of Supervisors for the Town of Lisbon have approved a \$8,171.38 retainage for the warranty period of one (1) year, beginning Tuesday, September 24, 2019 per the Developers Agreement, and;

NOW THEREFORE BE IT RESOLVED that the Town of Lisbon Board of Supervisors accepts the public improvements of River Glen Subdivision.

PASSED AND ADOPTED by the Town Board of the Town of Lisbon, Waukesha County, Wisconsin this 23rd day of September, 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, WCPC
Town Clerk



September 16, 2019

Sent: Via Email



107 PARALLEL STREET
BEAVER DAM, WI 53916

1115 S MAIN STREET
WEST BEND, WI 53095

920-356-9447
FAX 920-356-9454
KUNKELENGINEERING.COM

Ms. Gina Gresch, Town Administrator
Town of Lisbon
W234N8676 Woodside Road
Lisbon, WI 53089-1545

RECEIVED

By Gina Gresch at 5:16 pm, Sep 16, 2019

Re: River Glen | Colgate Investments, LLC | Acceptance of Improvements and Surety

Dear Ms. Gresch:

Please note, the Town of Lisbon and Kunkel Engineering has received a request from Colgate Investments, LLC for Final Acceptance of the improvements made as part of the above referenced development.

The hot mix asphalt surface course and aggregate shouldering was completed in July 2019. As a result, Kunkel Engineering would recommend at this time for the Town of Lisbon grant the Developer's request. Upon acceptance of the improvements, the Letter of Credit should be reduced to an amount equal to 10% of the of total surety, which is \$8,171.38.

Total Financial Guarantee $\$81,713.75 \times 10\% = \mathbf{\$8,171.38}$

In addition, at the time the Town Board approves the Final Acceptance of said improvements, the one-year correction period will commence.

Gina, should you or the Town Board have any further questions please feel free to contact me at your convenience.

Sincerely,

KUNKEL ENGINEERING GROUP

Mitchell Leisses,
Office/Project Manger

#10-200-230-2000
River Glen Surety Bond Reduction
\$73,542.37



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August 29, 2019

SEH No. 149952 14.00

Hillside Ridge Residential Development

Hillside Road, Town of Lisbon, WI
79 Acre Development

****Chapter 12 - Section 7.03(a)****

Cul-de-sac Length Waiver Request

Attention: Town of Lisbon:

Prepared by: Mark Mickelson, PE

Hillside Ridge is a rural subdivision development with lot sizes and lot layout emphasizing the aesthetics and appeal of rural living. The subdivision also employs curvilinear roads meant to slow traffic, provide a greater sense of privacy among homes, and best follow the existing topography of the site.

The preliminary plat has been reviewed by the Town and County staff and commented that some streets do not meet the Town's length requirements. Said requirements state that "All streets or system of streets designated to have one end of any street in the system closed, whether temporarily or permanently, shall not exceed 500 feet in length in any manner." This letter is requesting that the Town grant a waiver to Ridgeline Court and Highland Drive.

Ridgeline Court

The permeant cul-de-sac road, located in the north portion of the site, extends approximately 700 LF. This length best allows the site to be fully developed, while tying into the sites existing topography.

Highland Drive

The temporary cul-de-sac toad, located in the west central area of the site, extends approximately 860 LF. This road is intended to be extended in the future with possible development(s) to the west.

Through discussions with the Planning Commission & Fire Department, and expanding the required bulbs as agreed, we are formally requesting a waiver from the Town cul-de-sac requirement listed above.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.

Mark Mickelson, PE

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August 29, 2019

SEH No. 149952 14.00

Hillside Ridge Residential Development

Hillside Road, Town of Lisbon, WI
79 Acre Development

****Chapter 12 - Section 2.06****

Lot Slope Waiver Request

Attention: Town of Lisbon:

Prepared by: Mark Mickelson, PE

Hillside Ridge is a rural subdivision development with lot sizes and lot layout emphasizing the aesthetics and appeal of rural living. The subdivision also employs curvilinear roads meant to slow traffic, provide a greater sense of privacy among homes, and best follow the existing topography of the site.

The preliminary plat has been reviewed by the Town and County staff and commented that some lots do not meet their lot slope requirements. Said requirements state that slopes in excess of 12% be maintained in open space, and that no more than 50% of a lot shall have slopes 10% or greater.

Lots 15-18 & 37

We feel that developing these lots using full basement exposures will help mitigate the steep slopes on these lots and create flatter pads in the rear yards for the owner. There are significant areas of steep open spaces being maintained on Outlots 1 and 3.

We are formally requesting a waiver from the aforementioned Town's lot slope requirements. Please accept this letter as supporting documentation for granting said waiver.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.

Mark Mickelson, PE

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August 29, 2019

SEH No. 149952 14.00

Hillside Ridge Residential DevelopmentHillside Road, Town of Lisbon, WI
79 Acre Development****Chapter 12 - Section 7.06******Perpendicular Lot Line Waiver Request**

Attention: Town of Lisbon:

Prepared by: Mark Mickelson, PE

Hillside Ridge is a rural subdivision development with lot sizes and lot layout emphasizing the aesthetics and appeal of rural living. The subdivision also employs curvilinear roads meant to slow traffic, provide a greater sense of privacy among homes, and best follow the existing topography of the site.

The preliminary plat has been reviewed by the Town staff and commented that the side lot lines for lots: 21/22, 32/33, 35/36, 37/38, 38/39, and 42/43 do not meet the Town's requirements. Said requirements state "Side lot lines shall be at right angles to straight street lines or radial to curved street lines on which the lots face."

21/22

A compliant lot line would either create an undesirable rear lot width for Lot 22, and/or eliminate the lot size uniformity along Ridgeline Court.

32/33

This lot line is parallel to lot line 31/32 and helps keep Lots 32 & 33 uniform in size.

35/36

This lot line is parallel to lot line 34/35. Also, a compliant lot line could create an undesirable rear lot width on Lot 35.

37/38

This lot line is parallel to lot line Outlot/37. Also, a compliant lot line could create an undesirable rear lot width on Lot 38.

38/39

This lot line is parallel to lot line 37/38. Also, a compliant lot line could create an undesirable rear lot width on Lot 39.

42/43

This lot line is parallel to lot line 41/42. Also, a compliant lot line could create an undesirable rear lot width on Lot 42, and/or front width on Lot 43.

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August 29, 2019

Page 2

We are formally requesting a waiver from the aforementioned Town's side lot line requirements. Please accept this letter as supporting documentation for granting said waiver.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.

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Mark Mickelson, PE

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August 29, 2019

SEH No. 149952 14.00

****Chapter 12 - Section 7.03(g)****

Hillside Ridge Residential Development

Hillside Road, Town of Lisbon, WI
79 Acre Development

Road Tangent Length Waiver Request

Attention: Town of Lisbon:

Prepared by: Mark Mickelson, PE

Hillside Ridge is a rural subdivision development with lot sizes and lot layout emphasizing the aesthetics and appeal of rural living. The subdivision also employs curvilinear roads meant to slow traffic, provide a greater sense of privacy among homes, and best follow the existing topography of the site.

The preliminary plat has been reviewed by the Town staff and commented that tangent lengths between curves shall be greater than 100 feet. This letter is requesting that the Town grant a waiver to those areas with less than 100 feet between tangents listed below.

Beverly Lane Entrance

The tangent length leading into the boulevard area is less than 100 feet. To keep the entrance centered on the existing Beverly Lane and so as to accommodate basin along lots 52-54, the reduced tangent length is required.

Hillside Court/Beverly Lane Intersection

The tangent length leading out of Beverly Lane is less than 100 feet. To keep Hillside Court Perpendicular to Beverly Lane and to allow for a contiguous basin connection along lots 45-46, the reduced tangent length is required.

Hillside Court Cul-de-sac

The tangent leading into the cul-de-sac center is less than 100 feet. However, when including the additional length of the cul-de-sac radius, we feel the 100 foot minimum has been achieved.

Ridgeline Court Cul-de-sac

The tangent leading into the cul-de-sac center is less than 100 feet. However, when including the additional length of the cul-de-sac radius, we feel the 100 foot minimum has been achieved.

We are formally requesting a waiver from the aforementioned Town's tangent length requirement. Please accept this letter as supporting documentation for granting said waiver.

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August 29, 2019

Page 2

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.

A handwritten signature in black ink, appearing to read "M. Mickelson". The signature is written in a cursive, somewhat stylized font.

Mark Mickelson, PE

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Cul-de-sac Length Waiver Request

The Preserve at Harvest Ridge (Stolz Site)
106 acres, Lisbon Road, Town of Lisbon, WI



Attention: Town of Lisbon

Prepared by: Josh Pudelko, MS, PE
Trio Engineering

The Preserve at Harvest Ridge is designed as a conservation subdivision, designing single family lots to situate homesites in the most ideal locations across the property. The subdivision also employs curvilinear roads (with all curves and tangent lengths complying to Town standards) as means to slow traffic, provide a greater sense of privacy along the street frontage, and best follow the topography of the land.

Town staff has reviewed the preliminary plat and site plan and commented that certain cul-de-sacs & dead end streets do not meet the layout requirement in Chapter 12, Section 7.03 a) in the Town's Land Division and Development Ordinance, which states that "All streets or system of streets designed to have one end of any street in the system closed, whether temporarily or permanently, shall not exceed in any manner 500 feet in length".

Through this letter we are requesting that the Town grant a waiver to Orchard Hill Drive and Autumn Court, waiving the requirement that they "shall not exceed in any manner 500 feet in length".

The following summarizes each location requiring this waiver:

Orchard Hill Drive

This road intersects with Autumn Run in the center of the development and extends east approximately 1,200 feet to the eastern property line. This road would potentially be extended in the future with development of the lands to the east.

Autumn Court

This cul-de-sac is located in the northwest corner of the development. It extends approximately 600 feet northwest from its intersection with Autumn Run and Basham Lane.

To accommodate this request, The Preserve at Harvest Ridge will provide the turnaround easements and cul-de-sac bulb sizes at the ends of these streets as requested by the fire chief. Please accept this letter as supporting documentation for granting a waiver to Chapter 12, Section 7.03 a) of the Town ordinance.

Sincerely,

Josh Pudelko, M.S., P.E.

President

Trio Engineering

Perpendicular Lot Line Waiver Request

The Preserve at Harvest Ridge (Stolz Site)

106 acres, Lisbon Road, Town of Lisbon, WI



Attention: Town of Lisbon

Prepared by: Josh Pudelko, MS, PE
Trio Engineering

The Preserve at Harvest Ridge is designed as a conservation subdivision, designing single family lots to situate homesites in the most ideal locations across the property. The subdivision also employs curvilinear roads (with all curves and tangent lengths complying to Town standards) as means to slow traffic, provide a greater sense of privacy along the street frontage, and best follow the topography of the land.

Town staff has reviewed the preliminary plat and site plan and commented that certain lot lines do not meet the layout requirement in Chapter 12, Section 7.06 a) in the Town's Land Division and Development Ordinance, which states that "Side lot lines shall be at right angles to straight street lines or radial to curved street lines on which the lots face." Note that the preface to Section 7.06 states that "lots should be designed to provide an aesthetically pleasing building site and a proper architectural setting for the building contemplated."

Through this letter we are requesting that the Town grant a waiver to item a) in Section 7.06, waiving the requirement that "side lot lines shall be at right angles to straight street lines or radial to curved street lines on which the lots face" because doing so would go against the stated intention of Section 7.06, which is to create aesthetically pleasing building sites. The curvilinear design of this subdivision, with homes situated in ideal locations, requires certain side lot lines to not be at right angles or radial to the road. Granting this waiver request will ensure that the most ideal lot shapes and homesites possible are provided.

The following summarizes each location identified by staff as requiring this waiver:

<u>Lot Lines</u>	<u>Description of Setting</u>
9/10	The side lot line is parallel to the entry road for the corner lot 9, creating a uniform width lot. The lot line is at a right angle to the centerline, but since the lot is on a cul-de-sac, it is not radial or at a right angle to the right-of-way. <i>A code compliant right-angle lot line would narrow the rear lot width to 40' or less, which is not appropriate.</i>
10/11	The side lot line is close to parallel to lot line 9/10, flaring wider towards the rear of the lot, which intentionally provides an ideal lot width/shape. The same justification/need for 9/10 applies to 10/11.
15/16	The side lot line is nearly at a right angle to the centerline (within 4 degrees), but since the lot is on a cul-de-sac, it is not radial to the right-of-way. The lot shape has a standard width with the rear flaring open for enhanced desirability.
16/17	The side lot line provides a relatively uniform lot width. <i>A code compliant right-angle lot line would narrow the rear lot width to 55' or less, which is not appropriate.</i>
21/22	The side lot line for two lots along a large sweeping curve, this lot line creates a relatively uniform and desirable width on Lot 21. Lot 22 was given additional width given that it is essentially a corner lot; this side lot line provides proper lot width for both adjoining lots. <i>A code compliant radial lot line would narrow the rear lot width of lot 21 to 40' or less, which is not appropriate.</i>

Note that the Lot 23 – 39 block intentionally situates homes along the top of the ridge, with the road having sweeping curves to break up sight lines and enhance the desirability of the streetscape. The side lot lines are not all at right angles to the curving street, but the side lot lines all have appropriate relationships to each lot on the block. Note that the side lot lines are also generally within 7 degrees from exact right angles.

- 26/27 The side lot line allows for a relatively uniform and desirable lot width for both lots, and is only 5 degrees from being an exact right angle. *A code compliant right-angle lot line would narrow the rear of lot 27 to 97', which is not appropriate.*
- 29/30 The side lot line creates relatively uniform and desirable lot widths for both lots. *A code compliant right-angle lot line would narrow the rear of lot 29 to 89', which is not appropriate.*
- 32/33 The side lot line creates relatively uniform and desirable lot widths for both lots. *A code compliant right-angle lot line would narrow the rear of lot 32 to 62', which is not appropriate.*
- 35/36 The side lot line creates relatively uniform and desirable lot widths for both lots. *A code compliant right-angle lot line would narrow the rear of lot 36 to 92', which is not appropriate.*
- 41/42 The side lot line is parallel to the lot 42/43 lot line, providing a relatively uniform width and shape to the lots. *A code compliant right-angle lot line would narrow the rear of lot 41 to 60', which is not appropriate.*
- 42/43 The side lot line is tangent to the radius of the intersecting street, allowing the lot to have an appealing width and desirable buildable area. *A code compliant right-angle lot line would narrow the rear of lot 42 to 94', which is not appropriate in this location.*
- 47/48 The side lot line creates a relatively uniform and desirable lot width for lot 48; lot 47 is a cul-de-sac lot that has an appealing lot configuration. *A code compliant radial lot line would narrow the rear of lot 48 to 57', which is not appropriate.*
- 54/55 The side lot line creates a uniform and desirable lot width for lot 54; lot 55 is a cul-de-sac lot that has an appealing lot configuration. *A code compliant radial lot line would narrow the rear of lot 54 to 27', which is not appropriate.*
- 59/60 The side lot line creates relatively uniform and desirable lot widths for both lots. *A code compliant radial lot line would narrow the rear of lot 59 to 60', which is not appropriate.*
- 61/62 The side lot line creates uniform and desirable lot widths for both lots. *A code compliant radial lot line would narrow the rear of lot 61 to 84', which is not appropriate.*

Please accept this letter as supporting documentation for granting a waiver to Chapter 12, Section 7.06 a) of the Town ordinance. Through issuance of your waiver you will be upholding the premise of Section 7.06, which is to create aesthetically pleasing building sites.

Sincerely,



Josh Pudelko, M.S., P.E.

President

Trio Engineering

WAUKESHA COUNTY CERTIFIED SURVEY MAP #

A PART OF THE NORTHWEST QUARTER (NW 1/4) AND A PART OF THE NORTHEAST QUARTER (NE 1/4) OF SECTION 25 IN THE TOWNSHIP 8 NORTH, RANGE 19 EAST, IN THE TOWN OF LISBON, WAUKESHA COUNTY, WISCONSIN

SURVEYOR

CHRISTOPHER J. KUNKEL
107 PARALLEL STREET
BEAVER DAM, WI.

OWNER

TOWN OF LISBON
W234 N8676 WOODSIDE RD.
LISBON, WI 53089-1545

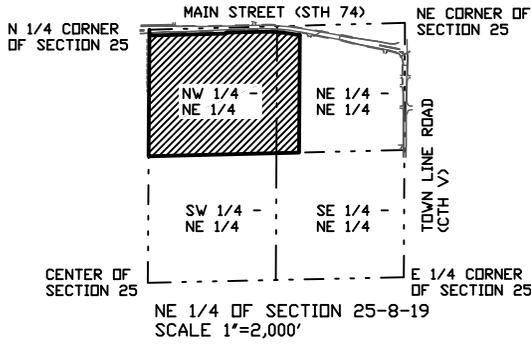
DRAFT

LEGEND

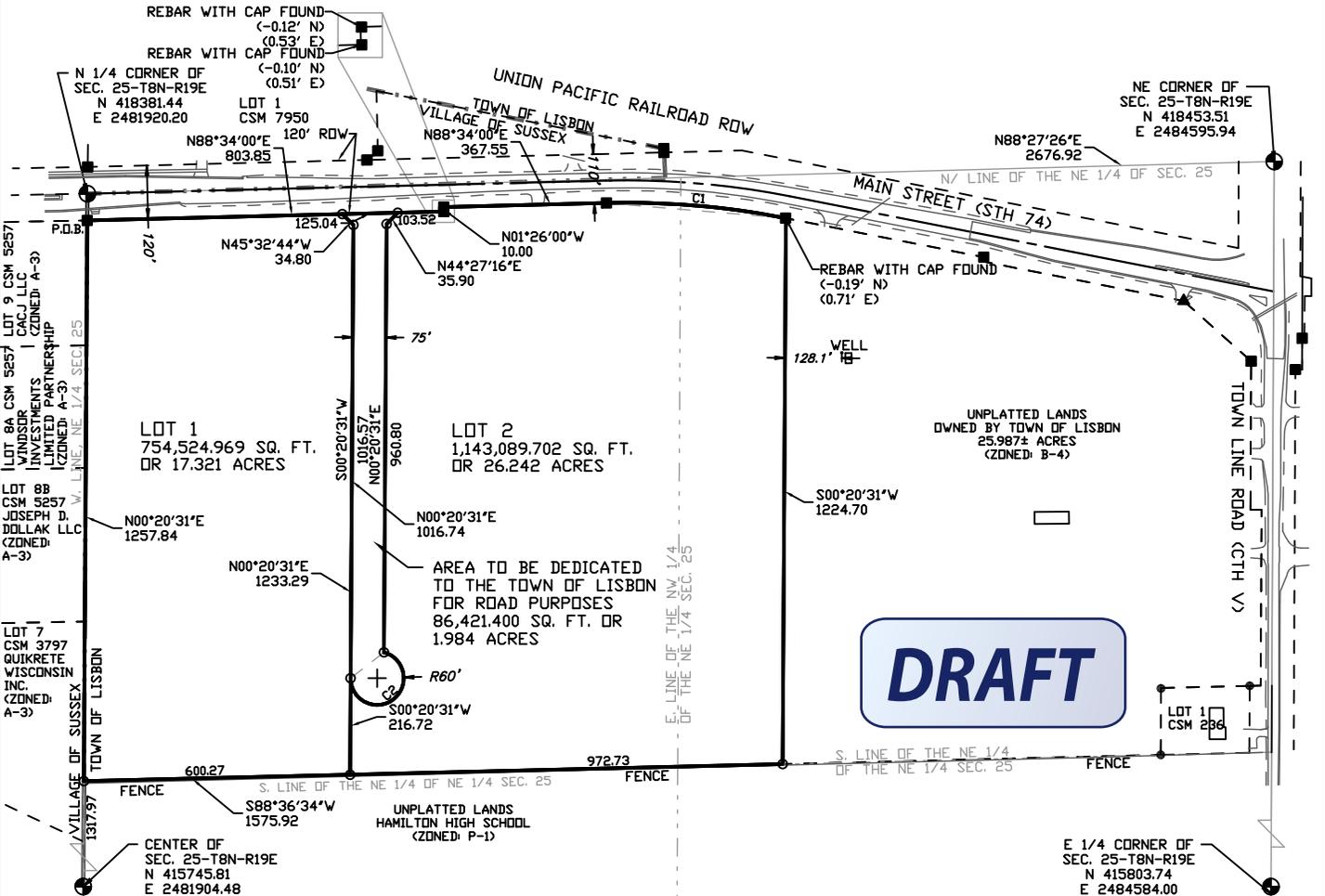
- ⊕ BRASS CAP IN CONC.
- 3/4" REBAR WITH CAP FOUND
- 3/4" X 24" REBAR SET WEIGHING 1.50 LB. / LN. FT.
- 1" IRON PIPE FOUND
- ▲ MAG NAIL FOUND
- (R.A.) DENOTE "RECORDED AS"

0 200 400

SCALE IN FEET
1" = 400'



REFERENCE BEARING; THE NORTH LINE OF NORTHEAST QUATER OF SECTION 25, T.8N., R.19E., IS USED AS THE REFERENCE BEARING AND HAS A BEARING OF N88°27'28"E BASED ON THE WISCONSIN STATE PLANE COORDINATE SYSTEM (SOUTH ZONE)



DRAFT

Curve Table

Curve #	Radius	Chord Bearing	Chord Length	Radius Length	Delta	Tangent Bearing IN	Tangent Bearing OUT
C1	1859.87	S85° 10' 06"E	405.92	406.73	012°31'47"	N88° 34' 00"E	S78° 54' 13"E
C2	60.00	N52° 34' 51"E	94.87	267.58	255°31'21"	S00° 20' 31"W	N75° 10' 50"W



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

NOTE; SEE PAGE 2 FOR EASEMENT AND BUILDING SETBACK INFORMATION

CHRIS J. KUNKEL - WIS REG. NO. S-1755

DATED _____ DAY OF _____, 2019

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
AARONIN STEEL SALES INC						
3	AARONIN STEEL SALES INC	61609	STEEL PATCHING CALCIUM TANK - TR	09/04/2019	60.00	10-533-530-5500 VEHICLE MAINTENANCE - HIGHWAY
Total AARONIN STEEL SALES INC:					60.00	
ADVANCED DISPOSAL SERVICES						
13	ADVANCED DISPOSAL SERVIC	AUG 2019	GARBAGE/RECYC COLLECTION - AU	08/31/2019	67,795.88	10-546-530-4810 CONTRACT SVCS - REFUSE COLLECT
Total ADVANCED DISPOSAL SERVICES:					67,795.88	
AIR ONE EQUIPMENT INC						
23	AIR ONE EQUIPMENT INC	148212	SHIPPING OF NOZZLES REPAIR	09/17/2019	24.94	10-522-530-5410 EQUIPMENT MAINTENANCE - FD
Total AIR ONE EQUIPMENT INC:					24.94	
AMY BUCHMAN						
144	AMY BUCHMAN	SEPT 2019	CIVIC CONFERENCE - MILEAGE	09/16/2019	112.29	10-514-530-7800 MILEAGE - TREAS & DC FINANCE
Total AMY BUCHMAN:					112.29	
ANDREW BRAHM						
133	ANDREW BRAHM	REIMB	EMERGENCY LIGHT SYSTEM #2686 R	09/18/2019	800.00	10-522-530-5500 VEHICLE MAINTENANCE - FD
Total ANDREW BRAHM:					800.00	
ARROWHEAD PROPERTY MAINTENANCE LLC						
2600	ARROWHEAD PROPERTY MAIN	2813	EMPTY LOT MOWING - BONNIE LN &	09/05/2019	200.00	10-533-530-4400 CONTRACTED SERVICES - HIGHWAY
Total ARROWHEAD PROPERTY MAINTENANCE LLC:					200.00	
BADGER TRUCK CENTER						
72	BADGER TRUCK CENTER	761923	AIR VALVE TRUCK #3	09/12/2019	395.00	10-533-530-5500 VEHICLE MAINTENANCE - HIGHWAY
Total BADGER TRUCK CENTER:					395.00	
BATZNER PEST CONTROL						
2580	BATZNER PEST CONTROL	2763565	BUG SPRAYING - TOWN HALL - MONT	09/03/2019	40.00	10-516-530-4400 CONTRACTED SVS -TOWN HALL
2580	BATZNER PEST CONTROL	2763566	BUG SPRAYING - TOWN HALL - YRLY	09/03/2019	95.00	10-516-530-4400 CONTRACTED SVS -TOWN HALL

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total BATZNER PEST CONTROL:					135.00	
BUELOW VETTER BUIKEMA OLSON &						
145	BUELOW VETTER BUIKEMA OL	SEPT 2019	LABOR ATTY WORK - HANDBK & FML	09/16/2019	3,767.00	10-518-530-4130 LABOR ATTY - ALL BUT FD
Total BUELOW VETTER BUIKEMA OLSON &:					3,767.00	
CANON FINANCIAL SERVICES INC						
157	CANON FINANCIAL SERVICES I	20551790	TOWN HALL COPIER CONTRACT	09/12/2019	337.66	10-518-530-4000 EQUIPMENT LEASES - GEN GOV'T
Total CANON FINANCIAL SERVICES INC:					337.66	
CASPER'S TRUCK EQUIPMENT						
164	CASPER'S TRUCK EQUIPMENT	0039216-IN	TOOL BOX & HOT BOX WAGON SHOVS	09/19/2019	229.53	10-533-530-5410 EQUIP MAINTENANCE - HIGHWAY
Total CASPER'S TRUCK EQUIPMENT:					229.53	
CIVIC SYSTEMS LLC						
180	CIVIC SYSTEMS LLC	CVC18366	CIVIC SYSTEMS TRAINING	09/06/2019	85.88	10-514-530-7700 EDUCATION - TREAS & DC FINANCE
Total CIVIC SYSTEMS LLC:					85.88	
CORE & MAIN LP						
204	CORE & MAIN LP	L151723	ADHESIVE FOR PRO RINGS BASIN RE	09/06/2019	396.00	90-533-530-3100 SUPPLIES / GRASS SEED - SW
204	CORE & MAIN LP	L154222	ADHESIVE FOR PRO RINGS & A PRO	09/06/2019	348.00	90-533-530-3100 SUPPLIES / GRASS SEED - SW
204	CORE & MAIN LP	L154300	PRO RINGS FOR RESETTING CATCH	09/10/2019	240.00	90-533-530-3100 SUPPLIES / GRASS SEED - SW
204	CORE & MAIN LP	L165467	PRO RINGS FOR RESETTING CATCH	09/10/2019	1,208.00	90-533-530-3100 SUPPLIES / GRASS SEED - SW
Total CORE & MAIN LP:					2,192.00	
CRAMER MULTHAUF & HAMMES LLP						
212	CRAMER MULTHAUF & HAMME	8	TID #1 LEGAL WORK	08/31/2019	2,700.00	65-561-530-2100 TID #1 - ATTORNEY
Total CRAMER MULTHAUF & HAMMES LLP:					2,700.00	
DEANN MONTNEY						
2492	DEANN MONTNEY	REIMB	REIMB FOR PARAMEDIC SCHOOL & T	06/04/2019	324.16	10-522-530-7700 EDUCATION - FD

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total DEANN MONTNEY:					324.16	
EHLERS & ASSOCIATES INC						
266	EHLERS & ASSOCIATES INC	81407	PHASE 3 TID STATE SUBMITTAL WOR	09/10/2019	1,500.00	65-561-530-4100 TID #1 - EHLERS
Total EHLERS & ASSOCIATES INC:					1,500.00	
ELECTION SYSTEMS & SOFTWARE						
268	ELECTION SYSTEMS & SOFTW	1097178	ELECTION MACHINE MODEMS	08/29/2019	975.00	10-513-530-5400 EQUIPMENT MAINTENANCE - ELECTI
Total ELECTION SYSTEMS & SOFTWARE:					975.00	
ELLIOTT ACE PEWAUKEE						
2603	ELLIOTT ACE PEWAUKEE	820144	VACUUM CLEANER & COMPOST KEY	09/17/2019	152.48	10-552-530-3140 GENERAL OPERATING SUP - PARKS
Total ELLIOTT ACE PEWAUKEE:					152.48	
FALLS AUTO PARTS & SUPPLIES						
307	FALLS AUTO PARTS & SUPPLIE	587941	HEAD LAMPS #2687	09/10/2019	28.97	10-522-530-5500 VEHICLE MAINTENACE - FD
Total FALLS AUTO PARTS & SUPPLIES:					28.97	
H&H AUTO PARTS INC.						
407	H&H AUTO PARTS INC.	SEPT 2019	ANNUAL LICENSE OVERPAYMENT	09/17/2019	70.86	10-440-441-2000 YEARLY BUSINESS LICENSE FEE
Total H&H AUTO PARTS INC.:					70.86	
HAMILTON SCHOOL DISTRICT						
413	HAMILTON SCHOOL DISTRICT	AUG 31	AUGUST MOBILE HOME PARKING FE	08/31/2019	4,341.62	10-200-250-4620 MOBILE HOME DUE TO HAMILTON
Total HAMILTON SCHOOL DISTRICT:					4,341.62	
ITU ABSORB TECH INC.						
469	ITU ABSORB TECH INC.	7320694	MATS & RUGS TOWN HALL	09/16/2019	72.99	10-516-530-4400 CONTRACTED SVS -TOWN HALL
Total ITU ABSORB TECH INC.:					72.99	
JENSEN EQUIPMENT CO. INC.						
483	JENSEN EQUIPMENT CO. INC.	J-647549	CHAIN SAW BAR & CHAIN FOR MILW	09/03/2019	24.30	10-533-530-5410 EQUIP MAINTENANCE - HIGHWAY

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
483	JENSEN EQUIPMENT CO. INC.	J-647549-1	MILWAUKEE CHAIN SAW BAR	09/09/2019	18.20	10-533-530-5410 EQUIP MAINTENANCE - HIGHWAY
483	JENSEN EQUIPMENT CO. INC.	J-647855	FUEL CAPS & PART FOR STIHL POLE	09/03/2019	16.69	10-533-530-5410 EQUIP MAINTENANCE - HIGHWAY
483	JENSEN EQUIPMENT CO. INC.	J-648410	PARTS FOR STIHL POLE SAW	09/09/2019	49.09	10-533-530-5410 EQUIP MAINTENANCE - HIGHWAY
Total JENSEN EQUIPMENT CO. INC.:					108.28	
JOURNAL SENTINEL INC.						
541	JOURNAL SENTINEL INC.	5TOWNLL-5-8-	LEGAL NOTICES	08/31/2019	277.36	10-518-530-3600 LEGAL NOTICES PUBLICATIONS
Total JOURNAL SENTINEL INC.:					277.36	
KERSHEK LAW OFFICES						
509	KERSHEK LAW OFFICES	09/19 18551	Prosecutorial Services	09/12/2019	750.00	10-518-530-4120 LEGAL FEES - MUNICIPAL COURT
509	KERSHEK LAW OFFICES	09/19 18552	Prosecutorial Services - Williams Appeal	09/12/2019	126.00	10-518-530-4120 LEGAL FEES - MUNICIPAL COURT
Total KERSHEK LAW OFFICES:					876.00	
KONS SEPTIC SERVICE INC.						
521	KONS SEPTIC SERVICE INC.	SEPT 2019	TOWN HALL SEPTIC TANK PUMPING	09/03/2019	175.00	10-516-530-4400 CONTRACTED SVS -TOWN HALL
521	KONS SEPTIC SERVICE INC.	SEPT 2019 - 2	DPW SEPTIC TANK PUMPING	09/03/2019	205.00	10-533-530-4400 CONTRACTED SERVICES - HIGHWAY
Total KONS SEPTIC SERVICE INC.:					380.00	
KUNKEL ENGINEERING GROUP						
370	KUNKEL ENGINEERING GROUP	BOND 2019	RIVER GLEN SURETY BOND REDUCTI	09/16/2019	73,542.37	10-200-230-2000 SURETY
Total KUNKEL ENGINEERING GROUP:					73,542.37	
LANGE ENTERPRISES INC.						
552	LANGE ENTERPRISES INC.	70200	STREET SIGNS FOR TWIN PINE SUBD	09/04/2019	88.70	10-533-530-3540 SIGNS - HIGHWAY
Total LANGE ENTERPRISES INC.:					88.70	
LINCOLN CONTRACTORS SUPPLY INC						
572	LINCOLN CONTRACTORS SUP	R41856	GAS POWERED JUMPING JACK RENT	09/10/2019	66.49	90-533-530-5420 EQUIPMENT RENTAL - SW
Total LINCOLN CONTRACTORS SUPPLY INC:					66.49	
MENARDS -- GERMANTOWN						
608	MENARDS -- GERMANTOWN	69557	CLAMPS & LUMBER FOR CURB FORM	09/10/2019	28.59	90-533-530-3100 SUPPLIES / GRASS SEED - SW

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
608	MENARDS -- GERMANTOWN	69938	CONCRETE TOOLS	09/19/2019	23.32	90-533-530-3100 SUPPLIES / GRASS SEED - SW
Total MENARDS -- GERMANTOWN:					51.91	
MENARDS -- PEWAUKEE						
607	MENARDS -- PEWAUKEE	51182	RAIN CAPS FOR DPW FURNACE VEN	09/04/2019	21.14	10-533-530-5200 BUILDING MAINTENANCE - HIGHWAY
607	MENARDS -- PEWAUKEE	51490	WATER SOFTENER SALT FOR SHOP	09/10/2019	29.95	10-552-530-3140 GENERAL OPERATING SUP - PARKS
Total MENARDS -- PEWAUKEE:					51.09	
MERRY MAIDS						
612	MERRY MAIDS	AUG 2019	TOWN HALL CLEANING - AUG	09/03/2019	327.00	10-516-530-4400 CONTRACTED SVS -TOWN HALL
Total MERRY MAIDS:					327.00	
MID-AMERICAN RESEARCH						
620	MID-AMERICAN RESEARCH	0675558-IN	DEODORIZERS & HAND SANITIZER B	09/12/2019	504.09	10-552-530-5200 FACILITY MAINTENANCE - PARKS
Total MID-AMERICAN RESEARCH:					504.09	
MILLER-BRADFORD & RISBERG INC						
628	MILLER-BRADFORD & RISBER	W05692	SERVICE CALL - TRACK LOADER AT P	08/27/2019	598.19	10-533-530-5410 EQUIP MAINTENANCE - HIGHWAY
Total MILLER-BRADFORD & RISBERG INC:					598.19	
MILWAUKEE SPRING & ALIGNMENT						
633	MILWAUKEE SPRING & ALIGNM	40247	U BOLTS - TRK #11	07/25/2019	56.82	10-533-530-5500 VEHICLE MAINTENANCE - HIGHWAY
Total MILWAUKEE SPRING & ALIGNMENT:					56.82	
NATASHA JOHN						
2619	NATASHA JOHN	REIMB 1	CIVIC CONFERENCE - MILEAGE	09/16/2019	136.88	10-514-530-7800 MILEAGE - TREAS & DC FINANCE
2619	NATASHA JOHN	REIMB 1	CIVIC CONFERENCE - MEAL	09/16/2019	8.00	10-514-530-7700 EDUCATION - TREAS & DC FINANCE
Total NATASHA JOHN:					144.88	
NEU'S BUILDING CENTER INC.						
672	NEU'S BUILDING CENTER INC.	4000764	BEARING FOR STIHL POLE SAW	09/10/2019	6.17	10-533-530-5410 EQUIP MAINTENANCE - HIGHWAY
672	NEU'S BUILDING CENTER INC.	4003640	POLE SAW PARTS	09/17/2019	31.63	10-533-530-5410 EQUIP MAINTENANCE - HIGHWAY
672	NEU'S BUILDING CENTER INC.	4003645	STIHL POLE SAW PART	09/17/2019	.18	10-533-530-5410 EQUIP MAINTENANCE - HIGHWAY

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total NEU'S BUILDING CENTER INC.:					37.98	
OFFICE COPYING EQUIPMENT LTD						
686	OFFICE COPYING EQUIPMENT	AR93797	FD-COPIER LEASE-RICHMOND-JULY	08/30/2019	86.69	10-522-530-4400 CONTRACTED SERVICES - FD
686	OFFICE COPYING EQUIPMENT	AR93798	FD-COPIER LEASE-GOOD HOPE-JULY	08/30/2019	1.39	10-522-530-4400 CONTRACTED SERVICES - FD
Total OFFICE COPYING EQUIPMENT LTD:					88.08	
ONE CLICK COMPUTERS						
693	ONE CLICK COMPUTERS	97546	FD REMOTE DESKTOP WORK	08/16/2019	265.99	10-518-530-3800 IT SERVICES - GEN GOV'T
Total ONE CLICK COMPUTERS:					265.99	
POMP'S TIRE SERVICE INC						
738	POMP'S TIRE SERVICE INC	60189988	TIRES FOR GMC DUMP TRUCK	09/11/2019	1,254.54	10-552-530-5500 VEHICLE MAINTENANCE - PARKS
Total POMP'S TIRE SERVICE INC:					1,254.54	
PRO BARK						
748	PRO BARK	93056	WOODCHIPS FOR 911 MEMORIAL	07/31/2019	540.00	25-550-530-5200 MEMORIAL MAINTENANCE
748	PRO BARK	93410	WOODCHIPS FOR TOWN HALL LANDS	08/31/2019	120.00	10-552-530-3170 SAND, GRAVEL & WOODCHIPS
Total PRO BARK:					660.00	
REINDERS INC.						
775	REINDERS INC.	1801936	RESERVIOR CAP FOR MOWER	09/06/2019	13.48	10-552-530-5410 EQUIP MAINTENANCE - PARKS
Total REINDERS INC.:					13.48	
RURAL MUTUAL INSURANCE CO						
798	RURAL MUTUAL INSURANCE C	BOPG140600	ADD FIRE CHIEF VEHICLE TO INS	10/01/2019	26.00	10-518-530-7300 TOWN INS - PROP LIAB CYBER CRM
Total RURAL MUTUAL INSURANCE CO:					26.00	
SUSSEX ACE HARDWARE						
7	SUSSEX ACE HARDWARE	187734	MOPS & PAINT SUPPLIES	08/29/2019	73.46	10-522-530-3100 SUPPLIES - FD
7	SUSSEX ACE HARDWARE	187890	SPRINKLER LINE REPAIR PARTS FRO	09/09/2019	13.91	90-533-530-3100 SUPPLIES / GRASS SEED - SW
7	SUSSEX ACE HARDWARE	187911	CLEANING SUPPLIES	09/09/2019	10.33	10-522-530-3100 SUPPLIES - FD
7	SUSSEX ACE HARDWARE	187926	MOUSE TRAPS	09/10/2019	4.48	10-522-530-3100 SUPPLIES - FD

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
7	SUSSEX ACE HARDWARE	188038	PLASTIC POLY ROLL	09/17/2019	26.99	10-522-530-3100 SUPPLIES - FD
Total SUSSEX ACE HARDWARE:					129.17	
SUSSEX AUTO INC.						
896	SUSSEX AUTO INC.	12864	FRONT END WORK & TIRE #2652	09/12/2019	381.90	10-523-530-5500 MAINTENANCE - AMBO
Total SUSSEX AUTO INC.:					381.90	
TELEFLEX LLC						
2620	TELEFLEX LLC	9501647390	IO NEEDLES	09/16/2019	562.50	10-523-530-3860 MEDICAL SUPPLIES - AMBO
Total TELEFLEX LLC:					562.50	
UNIFIRST CORPORATION						
2349	UNIFIRST CORPORATION	096 1091310	DPW UNIFORMS & MATS	09/16/2019	76.85	10-533-530-3630 UNIFORMS/MATS - HIGHWAY
2349	UNIFIRST CORPORATION	0961088033	DPW UNIFORMS & MATS	08/26/2019	76.85	10-533-530-3630 UNIFORMS/MATS - HIGHWAY
Total UNIFIRST CORPORATION:					153.70	
VILLAGE OF SUSSEX						
2376	VILLAGE OF SUSSEX	SEPT 2019	TREE CUTTING CLASS - JUNGBLUTH	09/06/2019	220.00	10-533-530-7700 EDUCATION - HIGHWAY
Total VILLAGE OF SUSSEX:					220.00	
WAUKESHA COUNTY						
2404	WAUKESHA COUNTY	4413284	CSM RECORDING - FREDERICK	09/04/2019	30.00	10-563-530-3100 WC ROD & LARGE FORMAT SCANNING
Total WAUKESHA COUNTY:					30.00	
WAUKESHA COUNTY TREASURER						
2390	WAUKESHA COUNTY TREASUR	2019-0000004	Q3 PARCEL BILLING	09/09/2019	1,734.80	10-516-530-4400 CONTRACTED SVS -TOWN HALL
2390	WAUKESHA COUNTY TREASUR	2019-0000009	OCT 2019 POLICE SERVICES	09/13/2019	58,970.88	10-521-530-4400 CONTRACTED SERVICES - WCSO
2390	WAUKESHA COUNTY TREASUR	2019-0000015	AUG 2019 PRISONER HOUSING	09/13/2019	323.19	10-521-530-4407 HOUSING - WCSO
Total WAUKESHA COUNTY TREASURER:					61,028.87	
WESTERN CULVERT & SUPPLY INC.						
2421	WESTERN CULVERT & SUPPLY	058835	CULVERT - DRIVEWY RPLCMT GOOD	08/30/2019	402.30	90-533-530-6600 CULVERT MATERIALS - SW

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total WESTERN CULVERT & SUPPLY INC.:					402.30	
WISCONSIN DEPT OF REVENUE						
2438	WISCONSIN DEPT OF REVENUE	2019	DOR ASSESSMT MANUF PROPERTY 2	09/16/2019	1,211.75	10-515-530-4410 ASSESSMENT OF MFG PROPERTY
Total WISCONSIN DEPT OF REVENUE:					1,211.75	
Grand Totals:					<u>229,840.70</u>	

Dated: _____

TOP 5 EXPENDITURES

Chairman: _____ \$ 73,542.37 KUNKEL - River Glen Surety Bond Reduction

Board Member #1: _____ \$ 67,795.88 ADVANCED DISPOSAL - AUG Garbage/Recycling Collection

Board Member #2: _____ \$ 61,028.87 WAUKESHA CO TREASURER - Q3 Parcel Billing, OCT Police Services, AUG Prisoner Housing

Board Member #3: _____ \$ 4,341.62 HAMILTON SCHOOL DISTRICT - AUG Mobile Home Parking Fees

Board Member #4: _____ \$ 3,767.00 BUELOW VETTER BUIKEMA OLSON & VLIET - Labor Attorney Work (Handbk & FMLA)

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, September 19, 2019

Dear Board Members:

This is to notify you of the Town of Lisbon meetings, office closures and elections from **September 24, 2019 through October 28, 2019** at the Town Hall, W234N8676 Woodside Road, unless indicated otherwise.

Monday, September 30, 2019	Budget Workshop at 6:30 P.M. (Town Hall)
Tuesday, October 1, 2019	Budget Workshop at 6:30 P.M. (Town Hall)
Thursday, October 10, 2019	Plan Commission at 6:30 P.M. (Town Hall)
Monday, October 14, 2019	Supervisor's Office Hours at 6:00 P.M. followed by Town Board at 6:30 PM (Town Hall)
Wednesday, October 16, 2019	Sanitary District Committee at 7:30 P.M.
Monday, October 21, 2019	Park Committee at 6:30 P.M. (Richard Jung Memorial Fire Station)
Monday, October 28, 2019	Supervisor's Office Hours at 6:00 P.M. followed by Town Board at 6:30 P.M. (Town Hall)

Sincerely,

Dan Green, WCMC
Town of Lisbon Clerk

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)

Gina Gresch

From: Ashley DiBlasi
Sent: Tuesday, September 17, 2019 6:10 PM
To: ggresch@townoflisbonwi.com
Subject: IIMC Congratulates Dan Green, CMC



09/17/2019

Gina Gresch
Administrator
Sent to email: ggresch@townoflisbonwi.com

Dear Gina Gresch,

Dan Green, CMC of Town of Lisbon, has earned the designation of Certified Municipal Clerk (CMC), which is awarded by the International Institute of Municipal Clerks (IIMC), Inc.

IIMC grants the CMC designation only to those municipal clerks who complete demanding education requirements; and who have a record of significant contributions to their local government, their community and state.

The International Institute of Municipal Clerks, founded in 1947, has 14,000 members throughout the United States, Canada and 15 other countries, and the mission of this global non-profit corporation is to enhance the education opportunities and professional development of its diverse membership.

In light of the speed and drastic nature of change these days, lifelong learning is not only desirable, it is necessary for all in local government to keep pace with growing demands and changing needs of the citizens we serve. Your City can take immense pride in Dan's educational accomplishments and achievement of this milestone.

On behalf of the IIMC Board of Directors, I am honored to endorse the conferring of CMC to Dan Green, CMC of Town of Lisbon. We share your pride in this achievement and we applaud your support of the role Dan plays in your city.

Sincerely,

Stephanie Carouthers Kelly, MMC
IIMC President

Sent by: Ashley DiBlasi
Assistant Director of Professional Development



ADMINISTRATOR REPORT

PREPARED BY: Gina C. Gresch, Administrator

REPORT DATE: Thursday, September 19, 2019

BORDER AGREEMENTS

The Lisbon-Merton Border Agreement was delivered to the WI DOA on Wednesday, September 11. The Lisbon-Lannon Border Agreement will be delivered mid-October after the Village of Lannon's action at their next meeting.

BUDGET WORKSHOPS

I will have updated budget documents to the Town Board by Wednesday, September 25. The town's Auditor Wendi Unger and Financial Consultant Jon Cameron will be at the Monday, September 30 budget workshop to help us out with some of the new budgetary items we have to work with. The Department Heads will also be in attendance.

EMPLOYEE HANDBOOK

I received the Labor Attorney's review of the draft employee handbook. There are many items I have to review with him regarding labor laws that have to be updated in the document to reflect the current laws. Once that review is done, I should be able to start on the benefits guide with Horton Insurance. Once those two are done, I will bring them to the Town Board for approval. My goal is to have this done by the end of the year.

ENGINEERING FILES

We are slowly getting through the prior engineer's files. We located the subdivision files, alphabetized and re-boxed them. Since the subdivision files in the boxes aren't anything current, they will be stored at the Fire Department. There are still many more files to go through and we will be scanning and saving digitally whatever files we can.

PLANNER PROJECTS

Planner Lindstrom has been working on updating the Town's sign code for presentation to the Plan Commission and then both Plan Commission and Town Board approval. The updated sign code will be incorporated into the Town's zoning code. He is also working on a new impact fee study. With all of the new housing developments happening, the Town's needs have changed for buildings and park facilities as well as infrastructure since it was done in 2005. This study will be presented to the Town Board as soon as he has a draft ready.



TOWN CLERK REPORT

PREPARED BY: Dan Green, Town Clerk

REPORT DATE: Monday, September 23, 2019

Newsletter

The newsletter was completed on Tuesday and sent for printing and distribution on Friday. In this edition we have an in depth information on Incorporation and the polling location change from Hamilton High School to Redeemer United Church. We have the digital version available on the Town's website and they were scheduled for mailing last Friday. They should be arriving at people's doors early this week!

Candidacy Paper Work

I have been working on getting paperwork ready for Tedia and Linda for next year's Election. Once the state has updated their forms with the latest I will email and print those campaign packets for each of you to file.

Election Inspectors

The Clerk's Office will be recruiting poll workers heavily the end of this year and throughout most of next year. I encourage anyone who is looking for extra money or who wants to support their community to come see me about working at the polls next year. We have a potential for 6 Elections next year so we will take all the help we can get.

Laserfiche Update

I have two requests for quotes from different companies who perform the same type of digital file storage. Once I have those quotes I will report back to the board. Because of our size, some companies will not provide a quote as they are geared to larger organizations.



From the desk of Administrator Gina Gresch

You may already know that the Town of Lisbon has begun the process of incorporating into a village.

What is Municipal Incorporation?

Municipal incorporation is the process of creating new villages and cities from town territory. It is regulated by State of Wisconsin Statutes. The Town of Lisbon would become the Village of Lisbon.

Why Incorporate?

Incorporation supports the long-term survivability of Lisbon. In other municipalities like Summit and Richfield, the citizens voted to incorporate in order to:

- Gain direct control of land use.
- Protect their boundaries from annexation by adjacent cities and villages.
- Avoid boundary litigation.
- Protect current and future revenue sources, such as property taxes from developed land that help offset the rising costs of providing government services.

If the Town doesn't incorporate, we wouldn't be able to:

- Preserve our identity and character.
- Have local control over planning and zoning decisions.
- Attract and retain desirable businesses.
- Preserve our borders to protect the future of our community.
- Enhance fiscal control.
- Finance projects more efficiently and effectively.
- Improve our bond rating.
- Access state and federal aids, grants and shared revenues only available to villages and cities.

One Less Step for Zoning

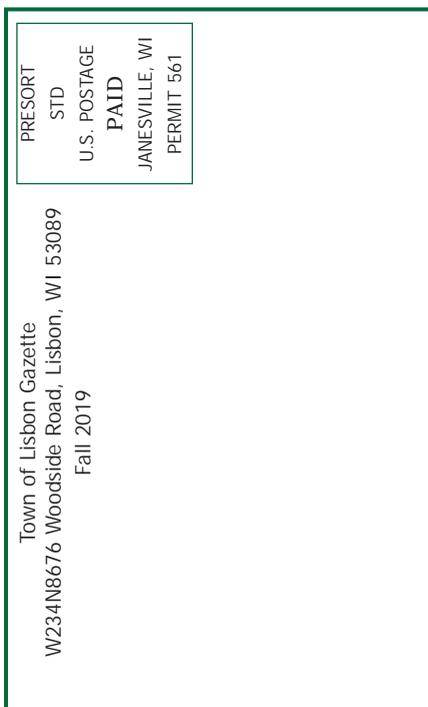
Another benefit of incorporation is additional zoning authority. For example, lands currently designated Shoreland-Floodland would not require Waukesha County approval. The Village of Lisbon would adopt the current Waukesha County ordinance and administer that zoning on our own. That's one less level of government to go through.

No More Extraterritorial Zoning

Properties that are a mile and a half from certain Villages would not need to go through a process called Extraterritorial Zoning, as they do now. Those municipalities currently have the legal right to review what you are doing on your property in the Town of Lisbon, and have authority to require you to comply with their zoning and land use requirements. If Lisbon isn't incorporated, those properties would continue to require multiple approval processes.

If the Town Incorporates into A Village Would My Mailing Address Change?

No. Upon incorporation there would be no change to any mailing addresses—all residents and businesses would maintain their current city and zip code. The USPS currently allows Lisbon to use "Lisbon 53089" versus "Sussex 53089". The USPS prefers to not change mailing addresses due to incorporation.



From the desk of Clerk Dan Green

We are looking forward to an exciting 2020 year with the Presidential Election in November, a Presidential Primary in April and a possible referendum in May.

We also have a new polling location for Wards 2 & 3! In 2020 those voters who normally voted at the High School will be voting at Redeemer United Church of Christ on Town Line Road just south of CTY K. We feel this will provide for a less crowded parking situation and provide a place for voters to be uninterrupted by school activities. We're looking forward to working with Redeemer United Church of Christ as we move through another big election year!

The Clerk's Office is always looking for poll workers to come and join our team. If you or someone you know is interested in serving their community and making some extra money, please contact me at 246-6100 ext. 1004 or by email, dgreen@townoflisbon-wi.com. We provide paid training and meals for Election Day workers.



WHO DO I CALL....?

- DIAL 911 FOR EMERGENCIES
- For Non-Emergencies call the Waukesha County Sheriff - 262-446-5070
- If my garbage and/or recycling didn't get picked up? I have an appliance or large item to get rid of (special pick-up)? Call Advanced Disposal at 367-6040.
- If I need a burn permit? - It's included in your tax bill, you can download it from our website or pick one up at Town Hall.
- If I need a permit for a building, plumbing, electrical or HVAC, remodeling, new roof, etc.? Call the Building Inspector Bryan Oelhafen at 844-1594.
- If you need to park on the street overnight. Call the Sheriff's Department non-emergency at 246-6100 and press 5.

Town Staff & Elected Officials Phone Numbers

The main number 246-6100.

- For the Town Hall, press 1
 - For general Town Hall information press 1
 - For the Town Clerk press 2
 - For property taxes and accounts receivable press 3
 - For billing press 4
 - For the Administrator press 5
 - If you don't know which extension to choose, please stay on the line and the next available person will help you.
- For Public Works, press 2
- For the Building Inspector, press 3
- For the Parks Department, press 4
- For the Sheriff's Department non Emergency number and overnight parking, press 5
- For the Lisbon Fire Department, press 6
- For the Town Board of Supervisors, press 7

Below are the new direct extensions:

- 1001 – Deputy Clerk Kris Porter (General Town Information)
- 1002 – Treasurer Amy Buchman
- 1003 – Administrator Gina Gresch
- 1004 – Clerk Daniel Green (Elections, Planning & Zoning)
- 1005 – Deputy Clerk Natasha John
- 2001 – Fire Chief Doug Brahm
- 4001 – Parks Director John Greiten
- 5001 – Public Works Director Joe DeStefano, Jr.
- 6001 – Building Inspector Bryan Oelhafen
- 1200 – Chairman Joseph Osterman
- 1201 – Supervisor #1 Tedia Gamiño
- 1202 – Supervisor #2 Marc Moonen
- 1203 – Supervisor #3 Linda Beal
- 1204 – Supervisor #4 Rebecca Plotecher



2020 BUDGET MEETING

MARK YOUR CALENDAR

WHERE: TOWN HALL ON WOODSIDE RD

WHEN: WED, NOV 13, 2019 AT 7:00PM

The meeting was moved from the Fire Station; that way, we can televise the meeting and stream it on YouTube.

Draft budgets will be available online on Wednesday, October 23, 2019, or you can stop at Town Hall and pick up a copy.

Town Hall Closed for the Holidays

Thanksgiving:

Thursday, November 28, 2019

Friday, November 29, 2019

Christmas:

Tuesday, December 24, 2019

Wednesday, December 25, 2019

New Years:

Tuesday, December 31, 2019

Wednesday, January 1, 2019

From the desk of Administrator Gina Gresch (Continued from Page 1)

Would Incorporation Change the School District Boundaries?

No. The current school district boundaries would remain in place with no changes due to incorporation.

What Are the Next Steps?

The Town needs to obtain two Cooperative Border Agreements with neighboring villages, which we have been working through with Merton and Lannon. The agreement with Merton has already been approved by both boards and was submitted to the Wisconsin Department of Administration for review and approval. The same process will be followed for Lannon. If/when the DOA approves both agreements, the Town would schedule a special referendum election. The date is to be determined.

The Town is drafting a "Plan of Action" which will detail how everyone can understand and become involved in the process. WE NEED YOUR INPUT. We are creating a 20-person Citizen Advisory Committee to review the Plan of Action and next steps. If you are interested in serving on this committee, please let me know by Monday, October 28, 2019. We are planning at least two meetings. Our first meeting will be either Tuesday, November 12 or Wednesday, November 20, 2019 at 6:30pm at the Lisbon Town Hall. The first meeting will be scheduled on whichever date most committee members select. An agenda will be sent out to the members about a week prior to the meeting. Once this committee meets, we will be putting together a schedule for information meetings for the general public. If you would like to serve on the Citizen Advisory Committee or have questions, please contact me at 246-6100 ext. 1003 or email me at ggresch@townoflisbonwi.com.

In the meantime, we encourage residents, property and business owners to write letters to the Town of Lisbon or even submit a "Letter to the Editor" to our local papers (Waukesha Freeman, Lake Country Now and Northwest Now) expressing their opinions and/or concerns.

If the Town of Lisbon Does Not Incorporate and Become a Village...

The Town will lose area due to annexations by surrounding municipalities. **Annexation erodes the Town's tax base.** When vacant town lands are annexed by an adjacent municipality, the town loses value, while the annexing city or village benefits from current assessed values and value of future development. When a town loses value, it must spread out the same amount of property taxes among everyone else left in the town. Your slice of the "tax pie" would get a little bigger. In order to preserve the tax base in the lands we have in the Town, we need to incorporate.

It Boils Down to This

Development is inevitable and if the Town doesn't secure its borders, we will lose valuable land, whether it is valuable now or would be in the future.

Where Can I Find Additional Information Regarding Incorporation?

- Website: www.incorporatelisbon2020.com
- Facebook: <http://www.facebook.com//lisbonwi>

Elected Officials and Town Staff are also available to address questions and concerns.

- Chairman:
Joe Osterman 246-6100 ext. 1200 josterman@townoflisbonwi.com
- Supervisor #1:
Tedia Gamiño 246-6100 ext. 1201 tgamino@townoflisbonwi.com
- Supervisor #2:
Marc Moonen 246-6100 ext. 1202 mmoonen@townoflisbonwi.com
- Supervisor #3:
Linda Beal 246-6100 ext. 1203 lbeal@townoflisbonwi.com
- Supervisor #4:
Becky Plotecher 246-6100 ext. 1204 rplotecher@townoflisbonwi.com
- Administrator:
Gina Gresch 246-6100 ext. 1003 ggresch@townoflisbonwi.com
- Clerk:
Dan Green 246-6100 ext. 1004 dgreen@townoflisbonwi.com

MONTHLY MEETING DATES

Town Board
2nd & 4th Monday
6:30 PM at the Town Hall

Plan Commission
2nd Thursday
6:30 PM at the Town Hall

Park Committee
3rd Monday
6:30 PM at the
Richard Jung Memorial
Fire Station

Sanitary District #1
3rd Wednesday
7:30 PM at the Town Hall

From the desk of Park Superintendent John Greiten & the Park Committee

The park and recreation profession requires a dedicated staff to manage a successful park system. Working with our committee members and town staff, together we are committed to preserving/expanding our community's recreational opportunities, green space and park facilities.

Our main goal is to connect the community with their parks. We do this by offering quality year round outdoor recreational opportunities and park amenities like:

- Family Events,
- Shelter Facilities Rentals
- Playgrounds
- Sport Fields Facilities
- Walking Trails
- Sledding hills
- Cross Country Ski trails
- Ice skating rink
- Adopt a Park or Adopt a Planting Bed Programs

The Lisbon Park Department also is proud to support several local nonprofit groups and other Departments throughout the year like Waukesha Sheriff Police Department with National Night Out, The Lions Club, and SAS (Sussex Area Service Club) Ride for the Blind, SOS Food Pantry food drives, and Boy/Girl Scouts organizations.

A final note....

We work very diligently to keep the parks safe and clean. Unfortunately, there are some who think it is funny to vandalize the playgrounds and other park facilities. Please report any issues to the Lisbon / Sussex Police Substation @ 262-246-5237. Your help truly makes a difference, Thank You.



Note from the Lisbon Park Committee

The Lisbon Park Committee are looking for volunteers that would like to be part of our team. Our park committee is an essential part of preserving / expanding community recreational opportunities, green space and our park facilities. Must be a Lisbon Resident of 18 yrs. or older to participate. Committee members attend one meeting per month which are held at Richard Young Fire Station on the third Monday of each month beginning at 6:30p.m. The Committee is responsible for event planning, input on future park facilities and sport field upgrades, grant research and more. Interested parties please contact Marlene Kumitsch by phone at 262-538-4448 or by email, dkumitsch@wi.rr.com

2020 Family Events at the Lisbon Community Park

N78W26970 Bartlett Pkwy, Hartland 5302

Invite your family and friends to one or more of these free events. A Community is at its strongest when we come together.

Winter Fest

Date: February 1, 2020

Time: 1:00pm – 4:00pm

Admission is free. Non-perishable food items will be collected for the Sussex/Lisbon Food Pantry and are greatly appreciated. Bring your sleds, skis, snowboards, and ice skates to have some great winter fun. Enjoy swapping stories around the bon fire while roasting hot dogs and drinking hot chocolate with family and friends.

Easter Extravaganza

Date: Saturday April 4, 2020

Time: 12:30 pm - 2:00 pm

Admission is free. Non-perishable food items will be collected for the Sussex/Lisbon Food Pantry and are greatly appreciated. Walk through Lisbon Community Park prairie area with your easter basket and collect goodies from local businesses and organizations. At the end, collect Easter eggs that can be found in the prairie grass and have your picture taken with the Easter Bunny. Bring your own camera to snap a family photo with the Easter Bunny.

Lisbon Community Festival

Date: Saturday June 20, 2020

Time: Saturday 11:00 am - 4:00pm

Location: Lisbon Community Park N78W26970 Bartlett PKWY Hartland, Wis. 53029

Admission is free. Your family will enjoy live music, Food and children games and much more. Non-perishable food items will be collected for the Sussex/Lisbon Food Pantry and are greatly appreciated. Have a safe and active year of new adventures.

Admission is free. Non-perishable food items will be collected for the Sussex/Lisbon Food Pantry and are greatly appreciated. Have a safe and active year of new adventures.

From the desk of the Assessor
Mike Grota

Michael L. Grota is the Assessor for the Town of Lisbon. The Assessor is responsible for discovering, listing, and valuing all real and personal property. He performs the duties of the Assessor such as onsite inspections valuation of all building permits taken out for such things as new homes, additions, garages, remodeling, decks and other improvement projects.

The Assessor and his assistant, Judy Hassmann, have accumulated building permits and land divisions to review and inspect for the 2020 assessment year. Inspections will began in November 2019 and will continue until complete. Personal Property notices were mailed to all business owners the first week of January 2020 and need to be returned to our office by March 1, 2020.

All of the Town of Lisbon property files are kept at the office of Grota Appraisals located at N88 W16573 Main St. in Menomonee Falls. If you have any questions regarding your property assessment or personal property feel free to contact his office at (262) 253-1142. Mr. Grota can also be reached via email at mike@wi-assessor.com.

From the desk of the Building Inspector
Bryan Oelhafen

262-844-1594
lisbon-inspector@outlook.com

All types of construction, and some appliance replacements in the Town of Lisbon require a permit. This includes but is not limited to; home or garage additions, remodeling, out-buildings to include sheds or detached garages, decks, service upgrade, siding, roofing, window replacement, water heater and furnace replacement, and swimming pools.

Any accessory building, including those considered temporary, must also be permitted. No accessory building can be located in front of the home without proper approvals. Any accessory building over 100 square feet must have a concrete slab. The front of the home is defined as the side that faces the street. In the case of a corner lot, you are considered to have two front yards.

Applications can be found on the town's web site as well as answers to most of your permitting questions. If you have any additional questions, or are unsure if you need a permit, please call, Monday through Friday 8:30am to 4:30pm. Office hours are by appointment only.

From the desk of the Sheriffs Department

Video doorbells are becoming increasingly popular. Not only is the technology new and intriguing but these systems provides many benefits. These systems can be used alone as a security measure or as part of a larger home security system. One function of the video doorbell camera is to determine who is at the door. Many of the systems allow you to view visitors real-time from your smart phone, tablet or other streaming device.

While these systems allow you to see who is at your home, many also provide two-way communications. This is a great safety feature. When the person is a stranger, it is often safer to determine what they need before opening the door. With smartphone communications feature, you can address the visitor at the door whether or not you are at home.

Many of the video doorbell systems store the videos and can be retrieved at a later date. This is an important and valuable feature. Should a crime occur at your home or in your neighborhood, the system could potentially have videos of the incident, which could ultimately assist the Police in apprehending the suspect.

Doorbell cameras can be great at night too. Using infrared or LED technology, some cameras with night-vision capabilities are able to capture high-resolution footage of anyone near a home's entrance, regardless of the time of day. This is helpful if expecting evening guests or trying to identify the cause of a nighttime disturbance.

These doorbell cameras are a deterrent to criminal activity. They warn burglars that an alarm and/or security system is in place. This can be especially helpful where packages are routinely delivered to people's homes that are left unattended. It is important that if you do capture a video of a suspect using these systems that you do not post it to social media right away. Instead, call the police department (262-446-5070) as posting information to the web may be a detriment to their investigation. Thank you for helping us protect our neighborhoods!



From the desk of DPW Director Joe DeStefano Jr.

I hope everyone is having a great 2019, it sure is going fast. Already the end of July as I write this. We have had a safe and efficient year so far starting with the snow and ice control season and now continuing our seasonal maintenance throughout spring and summer. We will continue to strive towards a successful fall and winter season.

With winter fast approaching, please keep in mind the condition of your mailbox. If it needs some shoring up, please do so, the Town is not responsible for mailboxes damaged or knocked down due to snow coming off of the plow. As you drive around Town, you may notice a fair amount of dead trees within the right of ways. We will be doing our best to remove as many as we can this fall and winter between winters weather events.

Within the newsletter please find more information on snow removal, mailbox maintenance, waste oil & antifreeze recycling, and Christmas tree pick-up. And as always if there are any questions, comments, or concerns, please feel free to call or e-mail me @ 262.246.6100 ext. 5001, jdestefano@townoflisbonwi.com

WE'RE HIRING.....We will be in need of 1, maybe 2, part-time plow drivers for the 2019-2020 plow season. If you have a CDL and are interested or know someone that may be interested, please get a hold of me.

I hope everyone has a great winter and Happy Holidays!

MAILBOX MAINTENANCE



The Town of Lisbon snowplow drivers do their best to prevent damage to private property while plowing, but occasionally snow pushed around structurally unsound mailboxes can damage them. **Please inspect your mailbox before the first snowfall and replace rusty, rotten or flimsy mailbox posts.** The Town policy is to replace only mailboxes and posts directly hit by the plow, not boxes or posts pushed by the weight of the snow or damaged by your mail carrier, newspaper carrier or another vehicle striking them. Also, if snow or slush from the plow blades happen to knock the box off its post, we will not be reinstalling the box to the post. Remember, you are responsible for keeping your box free of snow for mail delivery.

WASTE OIL & ANTI-FREEZE



There is a depository tank for waste oil located at the Municipal Garage at N72W24958 Good Hope Road. **ONLY** waste oil is to be deposited in this receptacle for recycling. You may also recycle your oil filters at this location. Also at this site is a receptacle for used anti-freeze. We will accept the synthetic type of anti-freeze. Please be very careful to place these in the properly marked receptacles. It will cost the Town extra to haul away contaminated products.

REMINDER TO NOT DEPOSIT DEBRIS ON THE ROAD

For the safety of all residents, please comply with the following section of the Town of Lisbon Code:

3.04 DEBRIS AND SNOW IN THE STREET.

(a) No person shall litter or deposit any foreign matter on any street, highway, sidewalk, park or public place unless permitted to do so by the DPW Director or the Town Board.

(b) Prohibited. It shall be unlawful for any person to plow, shovel or otherwise deposit or place snow on or across the maintained portion of any public road within the Town, or permit such depositing of snow from property occupied by him or her. The "maintained portion" is defined as the pavement and shoulder of the road right of way. Violations of this section may be enforced against either the owner or occupant of the property from which the snow was removed.

(c) Subsection (b) above shall not apply to Town Highway Department crews when performing snow removal functions.

BURNING PERMITS

We mailed burn permits with tax bills in December. Simply read the ordinance, sign and date the permit and keep it. If you are a renter, permits are available at the town hall. Burning permits expire yearly on December 31 and are required for any outdoor burning, this includes backyard bonfires as well as portable fire pits.

RIGHT OF WAY DEER PICKUP

If you see a dead deer on the side of a county road, please call the Waukesha Country Highway Department at 262-548-7736. The town does not have jurisdiction on country roads. Thank you for understanding.

TOWN OF LISBON COMPOST SITE

N80W25354 PLAINVIEW

262-719-5411

OPEN UNTIL NOVEMBER 30, 2019
WEATHER PERMITTING

2020 PASSES GO ON SALE MARCH 1, 2020
FEE: \$18.00 (\$20.00 by mail)

OPEN: MONDAY 4:00 P.M. – 8:00 P.M.
SATURDAY 9:00 A.M. – 4:00 P.M.

GATES ARE LOCKED 10 MINUTES PRIOR TO CLOSE
The Compost Site will be closed on Memorial Day and Labor Day and when the 4th of July falls on Monday.

- THE FACILITY IS FOR RESIDENTIAL YARD WASTE ONLY! NO COMMERCIAL USE ALLOWED
- DO NOT BRING TRASH, JUNK, RAILROAD TIES OR ANY CONSTRUCTION MATERIALS
- NO TRUCKS LARGER THAN A PICKUP TRUCK CAN BE USED FOR PICK UP OR DROP OFF
- ONLY RESIDENTIAL USE TYPE TRAILERS CAN BE USED
- ONLY ONE VEHICLE AT A TIME WILL BE ADMITTED PER PASS

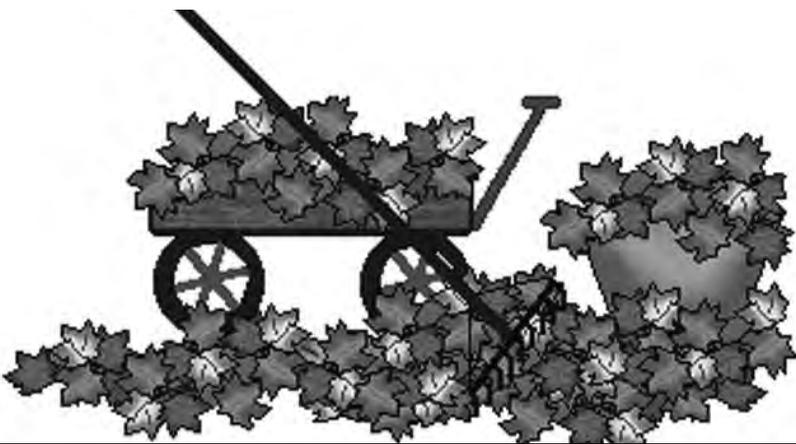
DROP OFF:

- ✓ YARD WASTE
- ✓ LAWN CLIPPINGS & LEAVES
- ✓ BRUSH, TWIGS & BRANCHES

PICK UP:

- ✓ COMPOST
- ✓ WOOD CHIPS

Please visit the Town of Lisbon website at www.townoflisbonwi.com for information and updates.



Christmas Tree Pick Up

Christmas trees will be picked up beginning the first week of January 2020 and continue the whole month of January. Place your unwrapped tree at the road side for pickup. If we missed you, email Jdestefano@townoflisbonwi.com with the address of where the tree is located or call and leave a message, 262-246-3416.

GARBAGE & RECYCLING COLLECTION

All residents receive up-the-drive service from Advanced Disposal. This means residents do not have to bring garbage bins to the end of the drive way. They should be set out in front of your garage door.

Please make sure there are no vehicles in the way of the garbage truck as they enter the driveway or in the way of the trash cans. This service saves homeowners the burden of walking cans down long driveways.

Garbage collection will be delayed one day for the following holidays: Memorial Day, 4th of July, Labor Day, Thanksgiving and Christmas Day unless the holiday falls on a weekend.

If you have any questions or concerns about your garbage service please contact Advanced Disposal directly at 262-367-6040.

SECURE YOUR LOAD

Trailing Brush and Debris

Wisconsin State Statutes require that all devices, including truck beds and trailers, used to haul cargo must be capable of meeting certain criteria.

In addition to cargo securement rules, there are regulations that require tie downs be attached and secured in a manner that prevents its contents from dropping, sifting, leaking or otherwise escaping.

Wis. Stats. 348.10(2)

Load width may not extend over 6 inches past the passenger fender line. Load width may not extend past the driver side fender.

Wis. Stats. 348.09

Load length may not extend over 4 feet past the rear unless clearly marked with a 12inch square red flag.

Wis. Stats. 347.20

Help keep our roadways safe and free of falling debris by securing your next load.

COMPOST SITE APPLICATION

NAME: _____

ADDRESS: _____

CITY, ZIP: _____

Mail this form with your check for \$20.00 to: Town of Lisbon W234N8676 Woodside Rd. Lisbon, WI 53089

THE TOWN OF LISBON INVITES YOU TO OUR

2020 WINTERFEST EVENT

**SATURDAY, FEBRUARY, 1 2020
1 PM TO 4 PM
LISBON COMMUNITY PARK
N78W26970 BARTLETT PKWY**

Located just off Lake Five Road & Oakwood Road

free family events include:

- | | |
|-----------------------------|--------------------------|
| SNOW PAINTING | ICE SKATING |
| CROSS COUNTRY SKIING | ROASTING HOT DOGS |
| DOWNHILL SLEDDING | MAKING S'MORES |

Free refreshments provided by the Lisbon Park Committee:
Hot Dogs, S'mores, Chili, Coffee, Hot Chocolate & Hot Apple Cider!

THE TOWN OF LISBON ANNOUNCES

WE'RE BACK ON TV & YOUTUBE!

NOW airing Town Board & Plan Commission Meetings on Channel 14 (Spectrum Only) & streaming LIVE on YouTube.



Town Board meets 2nd & 4th Mondays
Plan Commission meets 2nd Thursday

Search "Town of Lisbon WI" on YouTube to subscribe!

TOWN OF LISBON

POLL WORKERS NEEDED!

For the 2020 Election Year

Lisbon Town Hall, Richard Yung Fire Station, Redeemer United Church

The Town of Lisbon is looking for individuals to assist the Clerk in the 2020 Elections to serve as poll workers. Participant's will be compensated while getting a chance to serve their community.

If you are interested, contact the Clerk Daniel Green at 262-246-6100 ext. 1004 or email, dgreen@townoflisbonwi.com.

ATTENTION: WARD 2 & 3 VOTERS

YOUR POLLING LOCATION HAS CHANGED!

STARTING IN 2020:
Voters in wards 2 and 3 who normally voted at Hamilton High School will now be voting at:

**REDEEMER UNITED CHURCH OF CHRIST
W220N4915 TOWNLINE ROAD
MENOMONEE FALLS, WI 53051**



www.townoflisbinwi.com | dgreen@townoflisbonwi.com | 262-246-6100

DEAD ANIMAL PICKUP

SHAWN'S DEER PICKUP WILL PICK UP ANY DEAD ANIMAL IN A RESIDENT'S YARD.

THE RESIDENT WILL BE BILLED FOR THE SERVICES. ABOUT \$50 FOR DEER, ABOUT \$25 OTHER ANIMAL.

SHAWN'S DEER PICKUP #414-552-1149



To Keep up on Lisbon Announcements
FOLLOW US ON FACEBOOK
<https://www.facebook.com/lisbonwi/>

FIRE DEPT. MONTHLY STATISTICS
2019

<u>Description</u>	<u>Jan.</u>	<u>Feb.</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>YTD</u>
Personnel													
Combination	34	34	34	34	36	36	35	35					N/A
Fire Only	5	5	5	5	5	5	6	6					N/A
EMS Only	3	3	3	3	3	3	3	3					N/A
Associate Paramedics	7	7	7	7	6	6	6	6					
EMS/Fire Preceptors	3	3	3	3	3	3	3	3					N/A
Chaplain	1	1	1	1	1	1	1	1					N/A
Total Personnel	53	53	53	53	54	54	54	54	0	0	0	0	N/A
Note: paramedics	21	20	20	20	21	21	20	21					
Calls													
Fire Loss in \$	413,250	0	0	0	0	9,000	2,000	0				0	424,250
Fire	4	1	1	3	2	4	3	1					19
Medical	29	34	40	31	39	30	30	45					278
ALS Intercepts	7	10	12	8	11	8	12	5					73
Inter-facility transports	21	31	24	20	34	17	25	38					210
Vehicle Accidents	5	5	2	4	8	2	7	5					38
Search	0	0	0	0	0	0	1	1					2
Hazardous Cond.	1	0	3	2	1	5	5	2					19
False Alarm	4	5	3	3	2	6	2	1					26
Stand By	0	0	0	0	0	0	0	0					0
Service Call	1	1	0	2	3	7	10	4					28
Well Being/Good Intent	11	4	11	9	12	12	19	8					86
Total Call	83	91	96	82	112	91	114	110	0	0	0	0	779
Inspections													
Public Education	2	0	3	5	4	7	1	1					
Initial/Re-inspect	0	1	3	8	6	4	2	9					
preplans	0	1	0	1	1	1	4	1					
Sprinkler/alarm Tests	3	0	0	0	4	1	5	5					
Total Inspections/actions	5	2	6	14	15	13	12	16	0	0	0	0	83

Training

Fire	1	2	2	3	3	1	2	2					
EMS	2	0	2	2	3	1	1	1					
Day	0	0	1	1	1	1	1	1					
Special	0	2	2	3	2	1	0	6					
Group	3	5	4	6	6	3	6	6					
Total Trainings	6	9	11	15	15	7	10	16	0	0	0	0	89

<u>Description</u>	<u>Jan.</u>	<u>Feb.</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>YTD</u>
Education													
EMT-Basic	1	1	1	1	1	1	1	1					N/A
Advanced EMT	0	0	0	0	0	0	0	0					N/A
Paramedic	4	4	4	4	4	4	4	4					N/A
Critical Care Paramedic	0	0	0	0	0	0	0	0					N/A
Firefighter I	2	2	2	2	2	2	2	2					N/A
Firefighter II	2	2	2	2	2	2	2	2					N/A
Aerial	0	0	0	0	0	0	0	0					N/A
Driver/Operator	3	3	3	3	3	3	3	3					N/A
Fire Officer I	0	0	0	0	1	1	1	1					N/A
Fire Officer II	0	0	0	0	0	0	0	0					N/A
Fire Safety officer	0	0	0	0	0	0	0	0					N/A
Fire Inspector	0	0	0	0	0	0	0	0					N/A
Fire Instructor	0	0	0	0	0	0	0	0					N/A
EVOC driving class	0	0	0	0	0	0	0	0					N/A
Total Education	12	12	12	12	13	13	13	13	0	0	0	0	N/A

August 2019 Fire Chiefs Report Continued

Notes on special activities and events:

1. August 7th, Lisbon Fire participated in National Night Out in Sussex
2. August 9th, National Fallen Firefighters Golf outing held at Ironwood

Meetings attended by the Chief:

1. August 5th, Officer meeting
2. August 12th, Meeting with Merton Fire Chief
3. August 15th, Town Board Meeting
4. August 26th, Meeting with Merton Village Board

Respectfully Submitted;

A handwritten signature in dark ink, appearing to read "Douglas J. Brahm". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Douglas J. Brahm
Lisbon Fire Chief

Parks Monthly Report September 2019

Park Staff duties: Note all seasonal help has gone back to collage as of August 16, 2019.

- ☺ Staff re-chipped walking trails in Community Park. Spreading approximately 1,000 yards used.
- ☺ Staff cleans all open air shelters before and after each rentals. (6 rentals this past month approximately 46 for the year so far)
- ☺ Staff installed a flag pole in Community Park by the Hilltop Shelter. (Cleaned up and reused the old flag pole from the Town Hall.)
- ☺ Weekly garbage collection and restroom facilities cleaning.
- ☺ Staff installed a memorial bench with a brick paver pad, planted new nursery stock and 4 yards of woodchips in Community Park for the Sussex Sled Bugs organization.
- ☺ Staff are watering the newly planted nursery stock in Community Park and Town Hall as needed for the first month.
- ☺ Weekly mowing operations of our parks & municipal grounds continue.
- ☺ Equipment & Fleet maintenance as needed
- ☺ Removed of two trees that came down in Community Park along the trails due to the passing storms with high winds that came through our area this past month.
- ☺ Superintendent worked on the 2020 Park Departments Budgets
- ☺ Superintendent attended budget workshops, park committee and plan staff meetings as needed.
- ☺ Fall soccer/football fall season has begun and runs through October.
- ☺ Superintendent works with staff on park duties/projects on a daily bases.

Submitted by:
John Greiten
Lisbon Park Director



REQUEST FOR CONSIDERATION

COMMITTEE CONSIDERATION: Town Board
ITEM DESCRIPTION: Recommendations from Plan Commission
PREPARED BY: Gina C. Gresch, Administrator
REPORT DATE: Thursday, September 19, 2019
RECOMMENDATION: Approve Plan Commission Recommendations
<p>EXPLANATION</p> <p>Louis Finco Two-Lot Combination Certified Survey Map.</p> <p>The purpose of this CSM is to combine two lots into one, owned by the same property owner. The property is an island with no road frontage. Waukesha County provided comments from 2010 when this was first initiated by the property owner. The applicant is now looking to sell and the sale is contingent on the CSM being filed. The Plan Commission approved the frontage waiver and recommended approval to the Town Board at their August 8 meeting, subject to the applicant complying with all Planner’s conditions and approval by the Lisbon-Sussex JPC, which will be held at 5:30pm, before the Town Board meeting. Planner Lindstrom reviewed the updated CSM and the applicant made all of the corrections required by the Plan Commission There are two other changes noticed after the fact. One is grammatical mentioned in the Planner’s review memo and the other is updating the Village of Sussex’s Clerk’s name. I recommend approval subject to Lisbon-Sussex JPC approval and completion of the Joint Driveway Easement Agreement by all private parties and recorded at the Waukesha County Register of Deeds.</p> <p style="text-align: center;">*****</p> <p>Wangard Properties Comprehensive Plan Amendment & Rezone for the Brown Property</p> <p>The WP Properties Acquisition LLC (Wangard) submitted an application to amend the Town of Lisbon Comprehensive Development Plan and zoning for parcel LSBT 0273.998 along Lisbon Road (CTH K) to transition from Low-Density Residential and other Open Lands to be Preserved to Industrial and Low-Density Residential. The parcel is adjacent to the recently approved Highlands Business Park in the Village of Sussex. This development plan requires a rezoning from the current A-10/C-1 zoning designation to a split A-10, BP, and C-1 zoning designation on the Town of Lisbon Zoning map. The rezoning will also require a change in the Town and Village of Sussex Land Use (Community Development) Plans. These changes should be conditioned on the Town of Lisbon and Village of Sussex agreeing to amend Exhibit H – Projected Land Uses of the Town of Lisbon and Village of Sussex Border Agreement to illustrate such changes. The Plan Commission approved the Comp Plan Amendment and Rezone unanimously at their September 12 meeting. As of Thursday, September 19, the applicant has not yet applied to Sussex to amend their Comprehensive Plan map, but will do so shortly.</p>

Gina Gresch

From: Dan Lindstrom
Sent: Thursday, September 19, 2019 10:19 AM
To: Gina Gresch
Cc: Dan Green
Subject: Revised - Finco CSM
Attachments: FINCL 151372 exhibit e 8-20-2019 (1).pdf; joint-driveway-revised 6-20-2019.doc; FINCL 151372 CSM 8-20-2019 (1).pdf

Gina,

After reviewing the revised Finco combined CSM for parcels along C.T.H. "K" - Lisbon Road. The applicant reviewed and corrected the submittal to reflected the majority of the issues stated in the Town of Lisbon review letter dated August 8, 2019. However, Planning staff would also request the applicant/surveyor relabel "C.T.K. 'K' Lisbon Road" to "C.T.H. 'K' Lisbon Road" on Sheets 1 and 2.

Final approval shall be subject to the following approvals:

- Completion of the Joint Driveway Easement Agreement
- Town of Lisbon - Town Board Approval
- Town of Lisbon/Village of Sussex JPC review and recommendation
- Village of Sussex ETJ approval

Please contact me with any questions or concerns.

Daniel J Lindstrom, AICP

vierbicher
DIVERSITY | INTEGRITY | EXCELLENCE



Vierbicher
999 Fourier Drive, Suite 201
Madison, WI 53717
Direct: (608) 821-3967
Cell: (715) 923-4711

Vierbicher
N27 W23957 Paul Road, Suite 105
Pewaukee, WI 53072
Direct: (262) 408-5563
Cell: (715) 923-4711

Fax: (608) 826-0530
www.vierbicher.com

This message contains confidential information and is intended only for the intended recipient(s). If you are not the named recipient you should not read, distribute or copy this e-mail.

CERTIFIED SURVEY MAP NO.

BEING ALL OF LOT 4 AND A PART OF LOT 1 CSM#9791 LOCATED IN THE NE. 1/4 OF THE SW. 1/4 OF SECTION 33, T.8N., R.19E., TOWN OF LISBON, WAUKESHA COUNTY, WI

SURVEY BY

KEITH A. KINDRED, P.L.S. 2082
SEH
501 MAPLE AVE.
DELAFIELD, WI 53018
(414) 949-8919

SURVEY FOR

LOUIS AND CANDICE FINCO TRUST
2332 NORTHVIEW RD
WAUKESHA, WI 53188

LEGEND

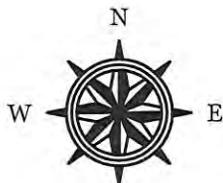
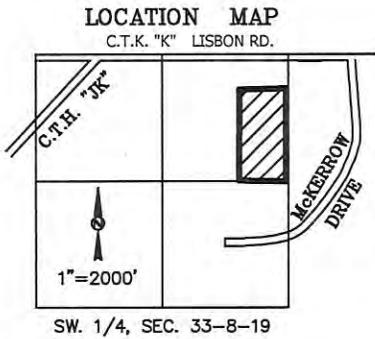
- ⊕ - CONC. MON. W/ BRASS CAP FND.
- - 1' IRON PIPE FOUND
- RIA - SOILS DESIGNATION
- - - SOILS TYPE LINE

WEST 1/4 CORNER SECTION 33-8-19

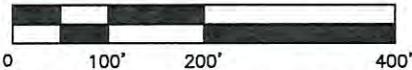
CENTER OF SECTION 33-8-19

NORTH LINE OF THE SW 1/4 OF SECTION 33-8-19
N89°28'07"E 2643.00'

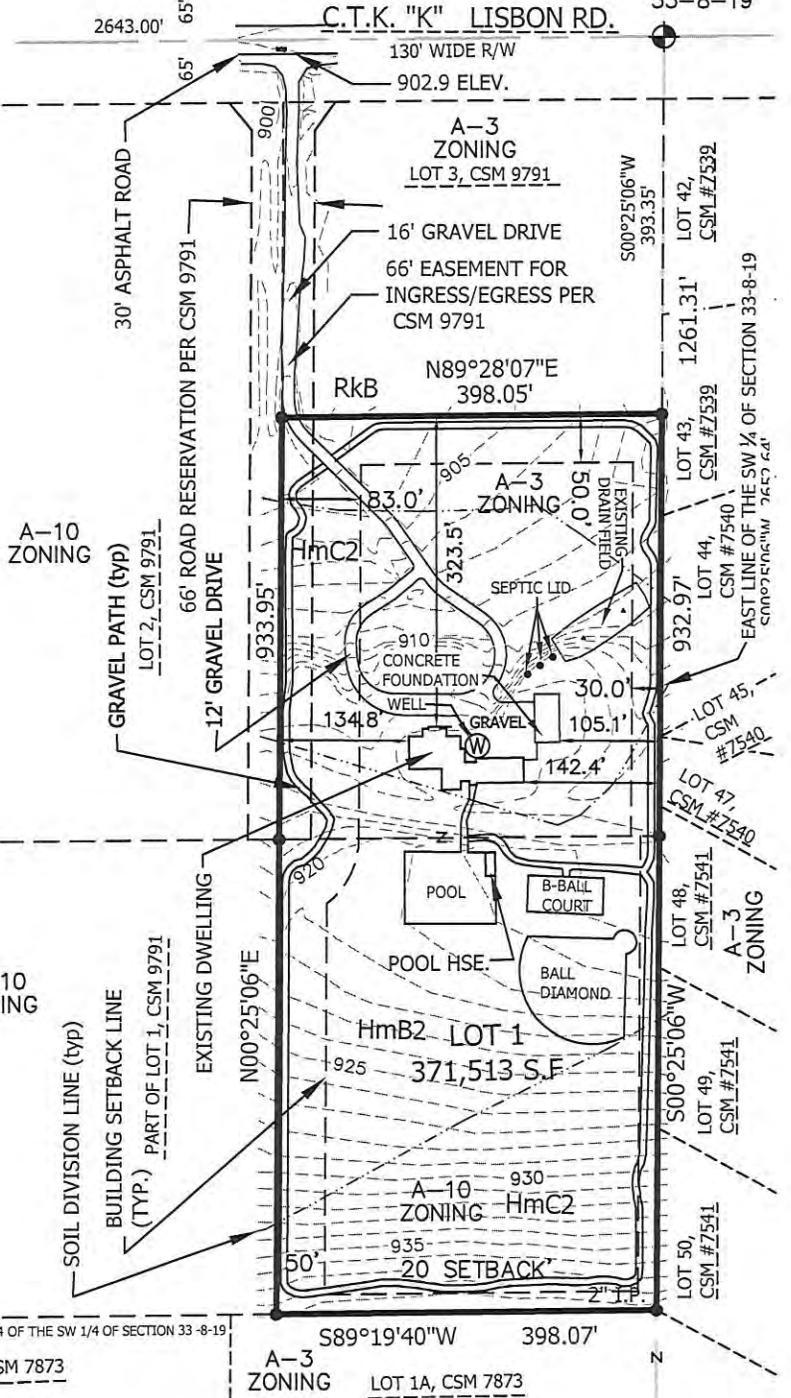
C.T.K. "K" LISBON RD.



SCALE: 1" = 200'



BEARINGS REFERENCED TO WISCONSIN STATE PLANE COORDINATES GRID NORTH, SOUTH ZONE ON THE NORTH LINE OF THE SW. 1/4 OF SEC. 33-8-19, AS N.89°28'07"E. ELEVATIONS AND CONTOURS ARE N.G.V.G 1929 DATUM



OVERALL DETAIL

CSM NOTES:

1) VEHICULAR ACCESS FROM LOT 1 TO C.T.H. "K" IS PROHIBITED EXCEPT WITHIN THE 66' WIDE ACCESS EASEMENT / ROADWAY RESERVATION AS SHOWN.

DATED JUNE 24, 2019
REVISED AUGUST 20, 2019

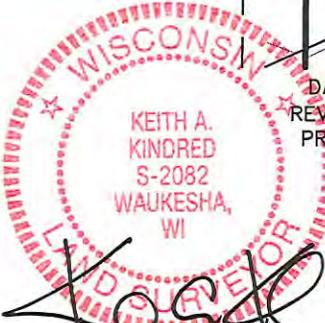
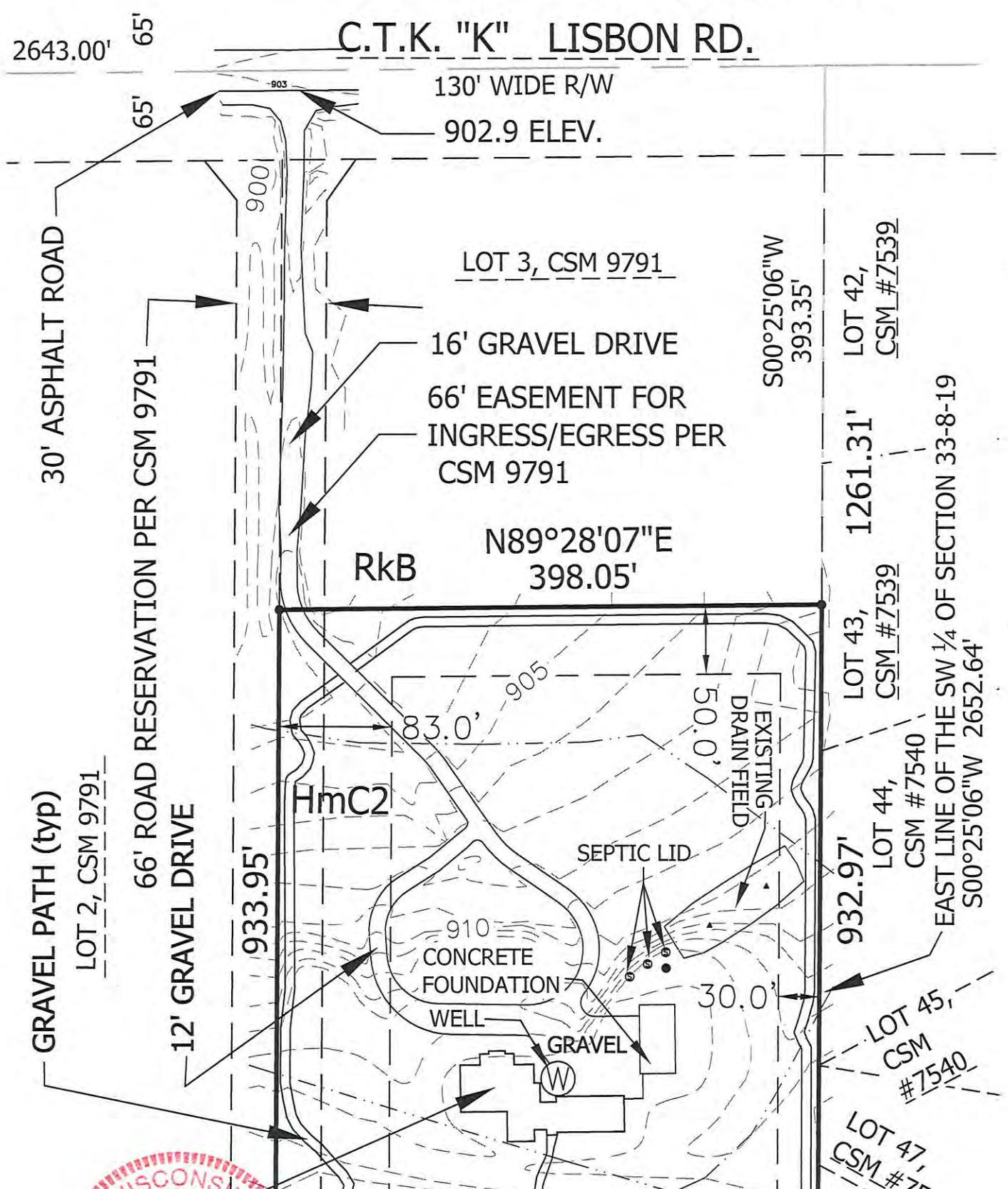
CERTIFIED SURVEY MAP NO.

BEING ALL OF LOT 4 AND A PART OF LOT 1 CSM#9791 LOCATED IN THE NE. 1/4 OF THE SW. 1/4 OF SECTION 33, T.8N., R.19E., TOWN OF LISBON, WAUKESHA COUNTY, WI

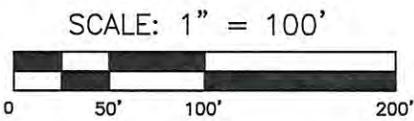
SURVEY BY
KEITH A. KINDRED, P.L.S. 2082
SEH
501 MAPLE AVE.
DELAFIELD, WI 53018
(414) 949-8919

SURVEY FOR
LOUIS AND CANDICE FINCO TRUST
2332 NORTHVIEW RD
WAUKESHA, WI 53188

LEGEND
⊕ - CONC. MON. W/ BRASS CAP FND.
● - 1' IRON PIPE FOUND
RIA - SOILS DESIGNATION
--- SOILS TYPE LINE



DATED JUNE 24, 2019
REVISED AUGUST 20, 2019
PROJ FINCL 151372



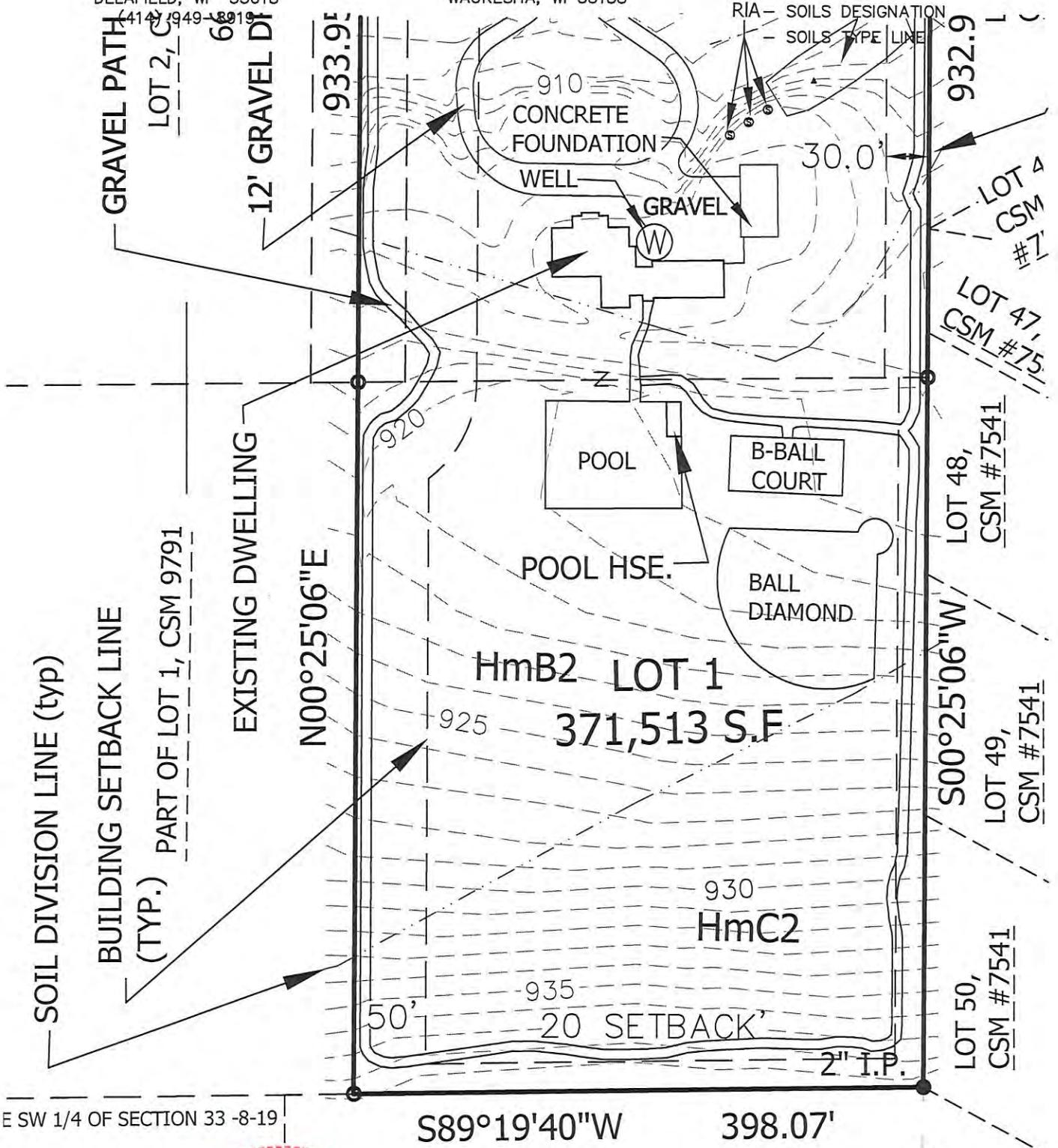
CERTIFIED SURVEY MAP NO.

BEING ALL OF LOT 4 AND A PART OF LOT 1 CSM#9791 LOCATED IN THE NE. 1/4 OF THE SW. 1/4 OF SECTION 33, T.8N., R.19E., TOWN OF LISBON, WAUKESHA COUNTY, WI

SURVEY BY
KEITH A. KINDRED, P.L.S. 2082
SEH
501 MAPLE AVE.
DELAFIELD, WI 53018
(414) 949-1819

SURVEY FOR
LOUIS AND CANDICE FINCO TRUST
2332 NORTHVIEW RD
WAUKESHA, WI 53188

LEGEND
⊕ - CONC. MON. W/ BRASS CAP FND.
● - 1' IRON PIPE FOUND

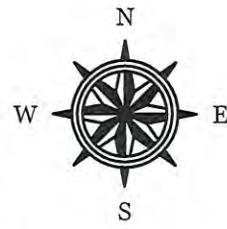
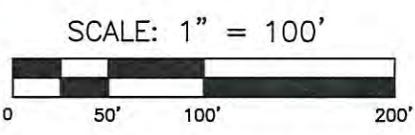


E SW 1/4 OF SECTION 33-8-19

S89°19'40"W 398.07'

73

LOT 1A, CSM 7873



DATED JUNE 24, 2019
REVISED AUGUST 20, 2019

CERTIFIED SURVEY MAP NO.

BEING ALL OF LOT 4 AND A PART OF LOT 1 CSM#9791 LOCATED IN THE NE.
1/4 OF THE SW. 1/4 OF SECTION 33, T.8N., R.19E., TOWN OF LISBON,
WAUKESHA COUNTY, WI

NOTES:

FUTHER DIVISIONS OF THIS CSM MUST BE APPROVED BY THE TOWN OF LISBON AND WAUKESHA COUNTY DPW.

Basement Restriction-Groundwater and Bedrock:

Although all lots in this Certified Survey Map have been reviewed and approved for development with single-family residential use in accordance with Section 236 Wisconsin Statutes, some lots contain soil conditions which due to the possible presence of high groundwater during various times of the year, and high bedrock, may require additional soil engineering and foundation design with regard to basement construction. It is recommended that either a licensed Professional Engineer or other soils expert design a basement foundation which will be suitable to withstand the various problems associated with the soil conditions that may be present. Soil conditions are subject to each owners special investigations prior to construction and no specific representation is made herein.

Well restriction-Special Casing requirement:

Although all lots in this Certified Survey Map have been reviewed and approved for development with single-family residential use in accordance with Section 236 Wisconsin Statutes, the Department of Natural Resources (DNR) and Waukesha County have special provisions for well casings in Section 33 which these lots are located. Because these provisions may change from time to time it is recommended that interested persons contact Waukesha Counties Division of Environmental Health and the DNR for specific instructions of well casings that may be required. Well construction is subject to each owners special investigations prior to construction and no specific representation is made herein.

SURVEYOR'S CERTIFICATE:

I, Keith A. Kindred, Registered Land Surveyor, hereby certify:

Being all of Lot 4 and a part of Lot 1 CSM 9791 located in the Northeast 1/4 of the Southwest 1/4 of Section 33 T&N R19E Town of Lisbon Waukesha County Wisconsin. More fully described as follows:

Commencing at the West 1/4 corner of said Section 33, thence North 89°28'07" East along the North line of the Southwest 1/4 of said Section 33 a distance of 2,643.00 feet to the Center of said Section 33; thence S00°25'06" West along the East line of the Southwest 1/4 of said Section 33, 393.35 feet to the Northeast corner of Lot 4 CSM 9791 and point of beginning of the here in after described lands; thence continuing South 00°25'06" West along said East line 932.97 feet to the Southeast corner of Lot 1 CSM 9791; thence South 89°19'40" West along the South line of the Northeast 1/4 of the Southwest 1/4 of said Section 33 a distance of 398.07 feet; thence N00°25'06" East 933.95 feet to the Northwest corner of said Lot 4; thence N89°28'07" East along the North line of said Lot 4 398.05 feet to the point of beginning.

Said lands contain 371,513 sq. ft. 8.53 acres.

That I have made such survey, land division and map by the direction of the Owner(s) of said lands.

That such survey is a correct representation of all the exterior boundaries of the lands surveyed and the land division thereof made.

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin State Statutes and the subdivision regulations of the Town of Lisbon and Village of Sussex, in surveying, dividing and mapping the same.

Dated this 24th day of June, 2019.

REVISED THIS 20TH DAY OF AUGUST, 2019


Keith A. Kindred, PLS 2082



CERTIFIED SURVEY MAP NO.

BEING ALL OF LOT 4 AND A PART OF LOT 1 CSM#9791 LOCATED IN THE NE.
1/4 OF THE SW. 1/4 OF SECTION 33, T.8N., R.19E., TOWN OF LISBON,
WAUKESHA COUNTY, WI

CONSENT OF CORPORATE MORTGAGEE:

Johnson Bank, a corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, mortgagee of the above described land, hereby consent to the surveying, dividing, mapping and dedication of the land described on this plat, and does hereby consent to the above certificate of Louis and Candice Finco Trust, Owner.

IN WITNESS WHEREOF, said _____ has caused these presents to be signed by _____, its President, and countersigned by _____, its Secretary (cashier) at _____, Wisconsin, this ____ day of _____, 20__.

In presence of:

Corporate Name

Countersigned

President

Secretary (Cashier)

STATE OF WISCONSIN)
SS

COUNTY)

PERSONALLY came before me this ____ day of _____, 20__, the above named _____, President, and _____, Secretary (cashier) of the above named corporation, to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

Notary Public

County, Wisconsin
My commission expires _____

CORPORATE OWNER'S CERTIFICATE:

Louis and Candice Finco Trust caused the land described on this plat to be surveyed, divided and mapped as represented on this Certified Survey Map.

Louis Finco

Candice Finco

STATE OF WISCONSIN)
SS

COUNTY)

Personally came before me this ____ day of _____, 20__, the above named Louis Finco and Candice Finco known to be the persons who executed the foregoing instrument, and to me known to be such Owners, and acknowledged that they executed the foregoing instrument as such officers as the deed of said corporation, by its authority.

Notary Public

County, Wisconsin
My Commission expires _____



CERTIFIED SURVEY MAP NO.

BEING ALL OF LOT 4 AND A PART OF LOT 1 CSM#9791 LOCATED IN THE NE.
1/4 OF THE SW. 1/4 OF SECTION 33, T.8N., R.19E., TOWN OF LISBON,
WAUKESHA COUNTY, WI

TOWN BOARD APPROVAL CERTIFICATE:

Resolved that the Certified Survey Map, in the Town of Lisbon, is hereby approved by the Town Board.

All conditions have been met as of the _____ day of _____, 20__.

Date: _____ Signed _____
Joseph Osterman, Town Chairman

I hereby certify that the foregoing is true and correct copy of a resolution adopted by the Town Board of the Town of Lisbon.

Date: _____ Signed _____
Dan Green, Town Clerk

PLAN COMMISSION APPROVAL CERTIFICATE:

APPROVED, that the Certified Survey Map, in the Town of Lisbon, is hereby approved by the Plan Commission.

Approved as of the _____ day of _____, 20__.

Date: _____ Signed _____
Joseph Osterman, Chairman

I hereby certify that the foregoing is true and correct copy of a resolution adopted by the Plan Commission of the Town of Lisbon.

Date: _____ Signed _____
Jane Stadler, Secretary



DATED JUNE 24, 2019
REVISED AUGUST 20, 2019

CERTIFIED SURVEY MAP NO.

BEING ALL OF LOT 4 AND A PART OF LOT 1 CSM#9791 LOCATED IN THE NE.
1/4 OF THE SW. 1/4 OF SECTION 33, T.8N., R.19E., TOWN OF LISBON,
WAUKESHA COUNTY, WI

EXTRATERRITORIAL VILLAGE BOARD APPROVAL CERTIFICATE:

Resolved that the Certified Survey Map, in the Town of Lisbon, is hereby approved by the Village Board of the Village of Sussex.

All conditions have been met as of the _____ day of _____, 20__.

Date: _____ Signed _____

Gregory Goetz, Village President

I hereby certify that the foregoing is true and correct copy of a resolution adopted by the Village Board of the Village of Sussex.

Date: _____ Signed _____

Casen Griffiths, Clerk -Treasurer

EXTRATERRITORIAL PLAN COMMISSION APPROVAL CERTIFICATE:

APPROVED, that the Certified Survey Map, in the Town of Lisbon, is hereby approved by the Village of Sussex Plan Commission.

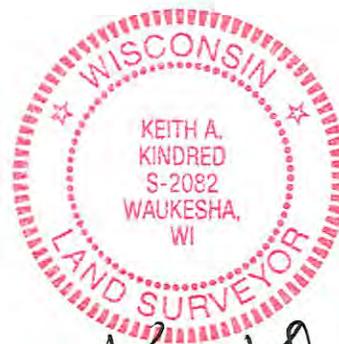
Approved as of the _____ day of _____, 20__.

Date: _____ Signed _____

Gregory Goetz, Chairman

Date: _____ Signed _____

Casen Griffiths, Secretary



DATED JUNE 24, 2019
REVISED AUGUST 20, 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

- | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><input type="checkbox"/> Accessory Building Waiver: \$100
(Size/Location/Architectural Review)</p> <p><input type="checkbox"/> After the Fact Application: Double Fees</p> <p><input type="checkbox"/> Certified Survey Map: \$200 + \$10 Per lot</p> <p style="padding-left: 20px;"><input type="checkbox"/> Dedication Fee (Per lot): \$2,658
(Paid upon receipt of signed CSM)</p> <p><input type="checkbox"/> Conditional Use Permit: \$350</p> <p style="padding-left: 20px;"><input type="checkbox"/> Amendment / Original</p> <p style="padding-left: 20px;"><input type="checkbox"/> Major Grading Permit</p> <p><input type="checkbox"/> Deed Restriction: \$100</p> <p><input type="checkbox"/> Developer's Agreement: \$250</p> <p><input type="checkbox"/> Groundwater Separation Waiver: \$100</p> <p><input checked="" type="checkbox"/> Land Use Amendment: \$300</p> <p><input type="checkbox"/> Conceptual: \$100</p> | <p><input type="checkbox"/> Plat Review:</p> <p style="padding-left: 20px;"><input type="checkbox"/> Final - \$200</p> <p style="padding-left: 20px;"><input type="checkbox"/> Preliminary - \$500</p> <p><input type="checkbox"/> Re-Submittal: \$200</p> <p><input checked="" type="checkbox"/> Rezone: \$350</p> <p><input type="checkbox"/> Sign Permit Application: \$30 + Sign Fees
(See Adopted Fee Schedule)</p> <p><input type="checkbox"/> Site Plan/Plan of Operation:</p> <p style="padding-left: 20px;"><input type="checkbox"/> Amendment: \$250</p> <p style="padding-left: 20px;"><input type="checkbox"/> Original: \$500</p> <p style="padding-left: 20px;"><input type="checkbox"/> Temporary: \$125</p> <p><input type="checkbox"/> Special Meeting: \$600</p> <p><input type="checkbox"/> Waivers/Modification from Land Division and
Development Ordinance: \$200</p> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Property Information

N55W25299 Richmond Road, Lisbon, WI 53089

Property Address	City	Zip
LSBT0273998	75.4985	A-10, C-1
Tax Key/Parcel ID #	Lot Size	Current Zoning

Property Owner

Bette Brown Slayton Living Trust

Name / Company Name

Signature

2272 Dibert Rd

Address

Bedford, PA 15522-8221

City State Zip

814.623.4806

Slayton@bcda.org

Phone

E-mail Address

Applicant

Mark C. Lake

Name

WP Property Acquisitions, LLC

Company

1200 N. Mayfair Road, Suite 310

Address

Milwaukee, WI 53226

City State Zip

414.935.4014

mlake@wangard.com

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.*

TOWN OF LISBON
W234 N8676 Woodside Road
Sussex, Wisconsin 53089

Phone (262) 246-6100

Fax (262) 820-2023

Website: www.tn.lisbon.wi.gov

REQUEST TO AMEND THE TOWN OF LISBON LAND USE PLAN

THE REQUESTED AMENDMENT MUST BE ACCOMPANIED BY A SCALED MAP, SURVEY, SITE PLAN OR OTHER SIMILAR MEANS OF DEPICTING THE SUBJECT PROPERTY

Tax Key No(s). of the subject property: LSBT0273998

Legal Description of the subject property W1/2 NE1/4 SEC 33 T8N R19E :: EX DOC #0235963 :: DOC #3393743 & DOC #3925151 & DOC #4338323 & DOC #4339716

Existing Land Use category as designated on the Town of Lisbon Land Use Plan (LUP) Suburban I Density Residential, Other Open Lands to be preserved, Isolated Natural Resources Area.

Amendment requested (e.g., which Land Use category) Industrial

How much acreage is to be amended to the new Land Use category? Approximately 65 Acres

Is the amendment within an adopted Sewer Service Area? Yes If so, is sewer available to the subject property? Scheduled to be installed during the summer of 2019

Existing Land Use: Farm Land

Proposed Land Use: Industrial Park

Conditions which justify the requested amendment to the LUP (use additional sheets, if necessary):

Waukesha County is in dire need of additional Industrial capacity per the 2017 Waukesha County

Industrial Building Absorption Study. Property Identified by Waukesha County for Industrial Use as an expansion of the Sussex Corporate Center and HIGHLAND BUSINESS PARK

Owner: Bette Brown Slayton Living Trust
Address: 2272 Dibert Rd, Bedford, PA T5522-8221
Daytime Phone No. 814.623.4806

Applicant: WP Property Acquisitions, LLC.

Address 1200 N Mayfair Road, Suite 310

Milwaukee, WI 53226

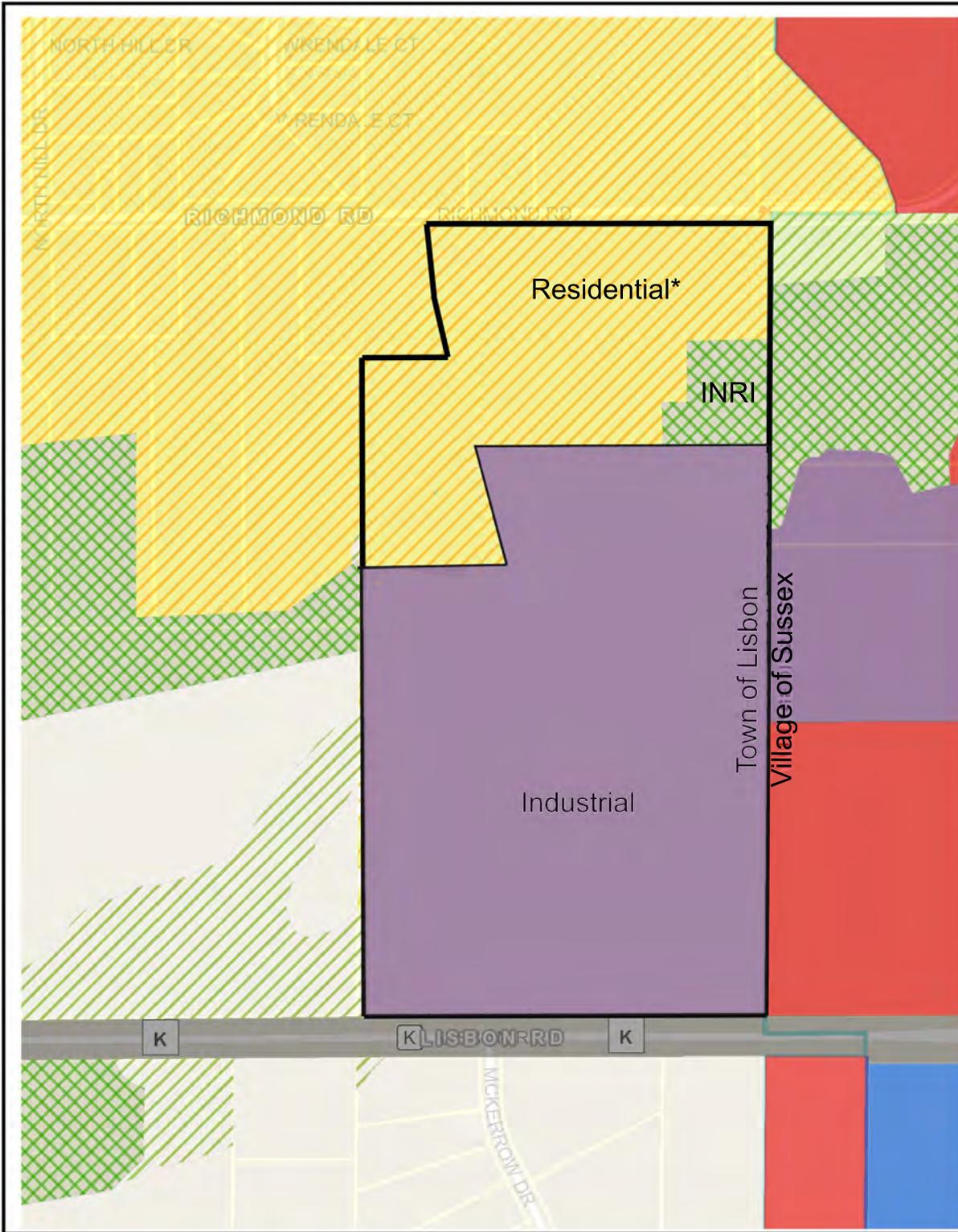
➔ Bette Brown Slayton
Signature of Owner

[Signature]
Signature of Applicant (if different)
Daytime Phone No. 414.777.1200

Date: 5-16-19

Date: _____

056 **Brown Farm - Proposed Land Use**



Legend

- Parcels (Click for details)
- Plats (Click for details)
- Retired Parcels (Click for details)
- Retired Plats (Click for details)
- County Development Codes
 - HDR (<6,000 sf/dt)
 - MDR (6,000 - 19,000 sf/dt)
 - LDR (20,000 sf - 100,000 sf/dt)
 - SDR I (1.5 - 2.9 ac)
 - SDR II (3.0 - 4.9 ac)
 - Rural density and other open lands
 - Farmland Pres w/ E
 - Farmland Pres (> 100 ac)
 - Primary Environment
 - Secondary Environment
 - Isolated Natural Resources
 - Recreational
 - Commercial and Community
 - Governmental and Public
 - Mixed Use
 - Industrial
 - Transportation, Communication
 - Highway and Rail
 - Extractive
 - Landfill
 - Surface water

0 546.60 Feet

Notes:

The information and depictions herein are for informational purposes and Waukesha County specifically disclaims accuracy in this reproduction and specifically admonishes and advises that if specific and precise accuracy is required, the same should be determined by procurement of certified maps, surveys, plats, Flood Insurance Studies, or other official means. Waukesha County will not be responsible for any damages which result from third party use of the information and depictions herein, or for use which ignores this warning.





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

PETITION FOR REZONING

Property Owner

Bette Brown Slayton Living Trust

Name / Company Name

Bette Slayton

Signature

2272 Dibert Rd

Address

Bedford PA 53221-4221

City State Zip

814.623.4806 slayton@bcda.org

Phone E-mail Address

Applicant

Mark Lake

Name

WP Property Acquisitions, LLC

Company

1200 N. Mayfair Rd. Suite 310

Address

Milwaukee WI 53226

City State Zip

414.935.4014 mlake@wanguard.com

Phone E-Mail Address

Property Information

N55W25299 Richmond Road

Lisbon

53089

Property Address

City

Zip

LSBT0273998

A-10, C-1

BP-1, C-1

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.

Expand the new *HIGHLAND BUSINESS PARK*, which is under construction to the East in the Village of Sussex, WI. Industrial uses have been identified in the Waukesha County Absorption Study as a critical need and the Brown Parcel was identified a a piece of property that could fill the need being adjacent to an existing Industrial Park with utilities available.

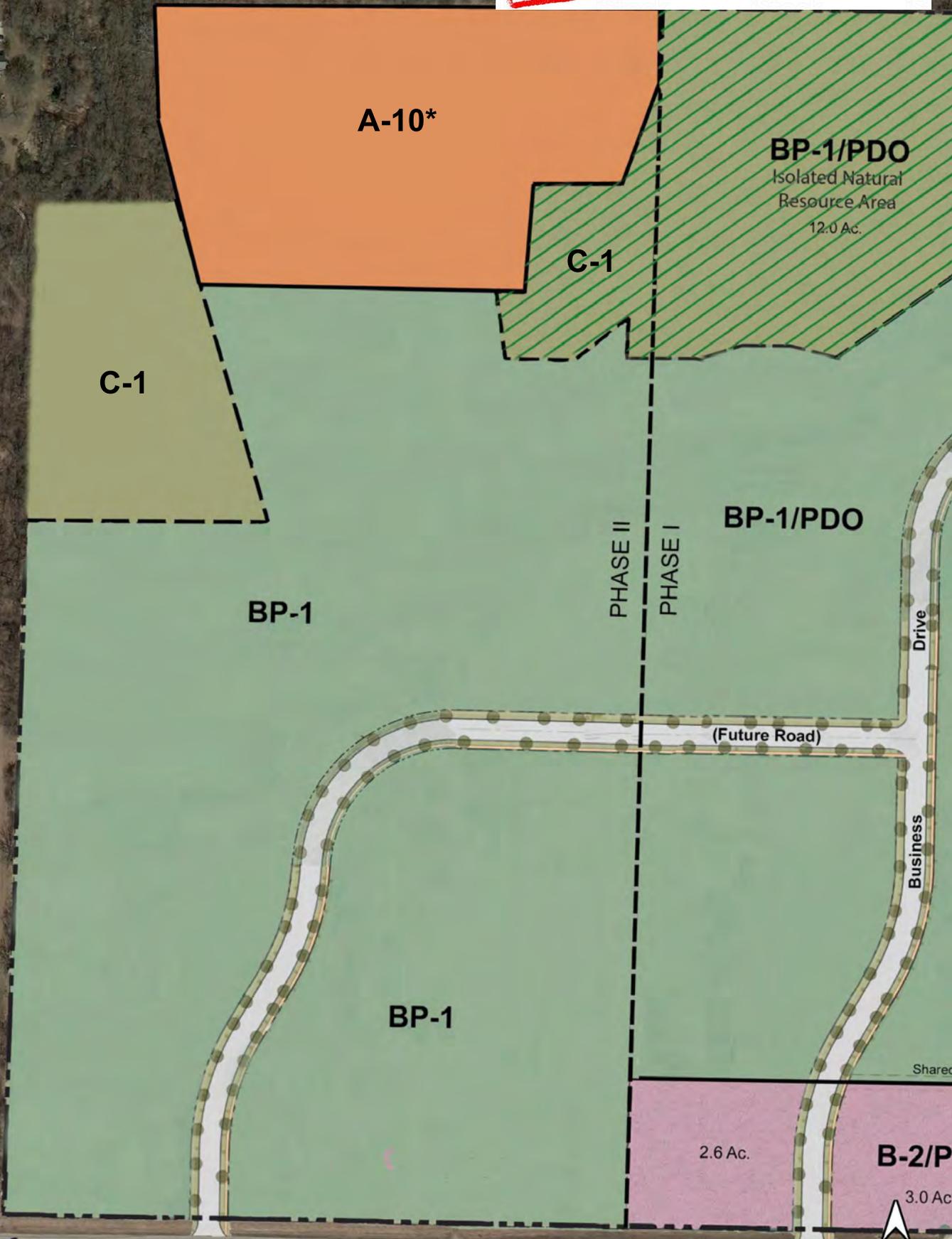
INTERNAL USE ONLY

Amount Due: \$ _____ Check # _____ Date Paid: _____

Highland Business Park - Phase II

PRELIMINARY

058



“Highland Business Park – Phase II”

Project Narrative

07.1.19

Waukesha County’s demand for Industrial Properties has outstripped its supply. In 2017, Waukesha County commissioned the Southeastern Wisconsin Regional Plan Commission (SEWRPC) to prepare an Industrial/Business Park Absorption Study to identify areas in the County that could help fill the County’s needs. The Study identified several parcels that met the County’s criteria for industrial expansion. Most notably, properties adjacent to existing Industrial/Business Parks that had vacant land and existing utilities reasonably available were identified.

Wangard Partners, Inc is proposing to develop one of those properties. Adjacent to our existing Highland Business Park, which has recently started construction to the East in the Village of Sussex, WI, we are proposing to develop 75.5 acres of land, currently known as the Brown Farm (Bette Brown Slayton Living Trust), in the Town of Lisbon.

Phase I of Highland Business Park is being developed as a Planned Development Overlay (PDO) to allow for flexibility in design and use. The Park is being developed with BP-1/PDO, Business Park, B-2/PDO, Regional Business District, and INRI/PDO Conservancy uses in mind. The Park will have access from a new intersection on STH 164 at Highland Drive, north of the existing S. Corporate Circle, and connect to a new intersection on CTH K at Highland Drive. Phase I will provide sufficient utility capacity and connections to allow for an extension off Highland Drive to the West as part of Phase II.

Phase II - Highland Business Park (Town of Lisbon), is proposed to be developed as a traditional Business Park with a mix of uses including Business Park, BP-1, C-1 Conservancy, and A-10 Agricultural. At this point, the current developable area of Phase II (southern 2/3 or approx. 55 Ac.) would be limited to Business Park uses only, and the northern 1/3 of the Brown Farm, which has access off Richmond Road, will for the time being, remain as A-10 Agricultural and C-1 Conservancy Wetland.

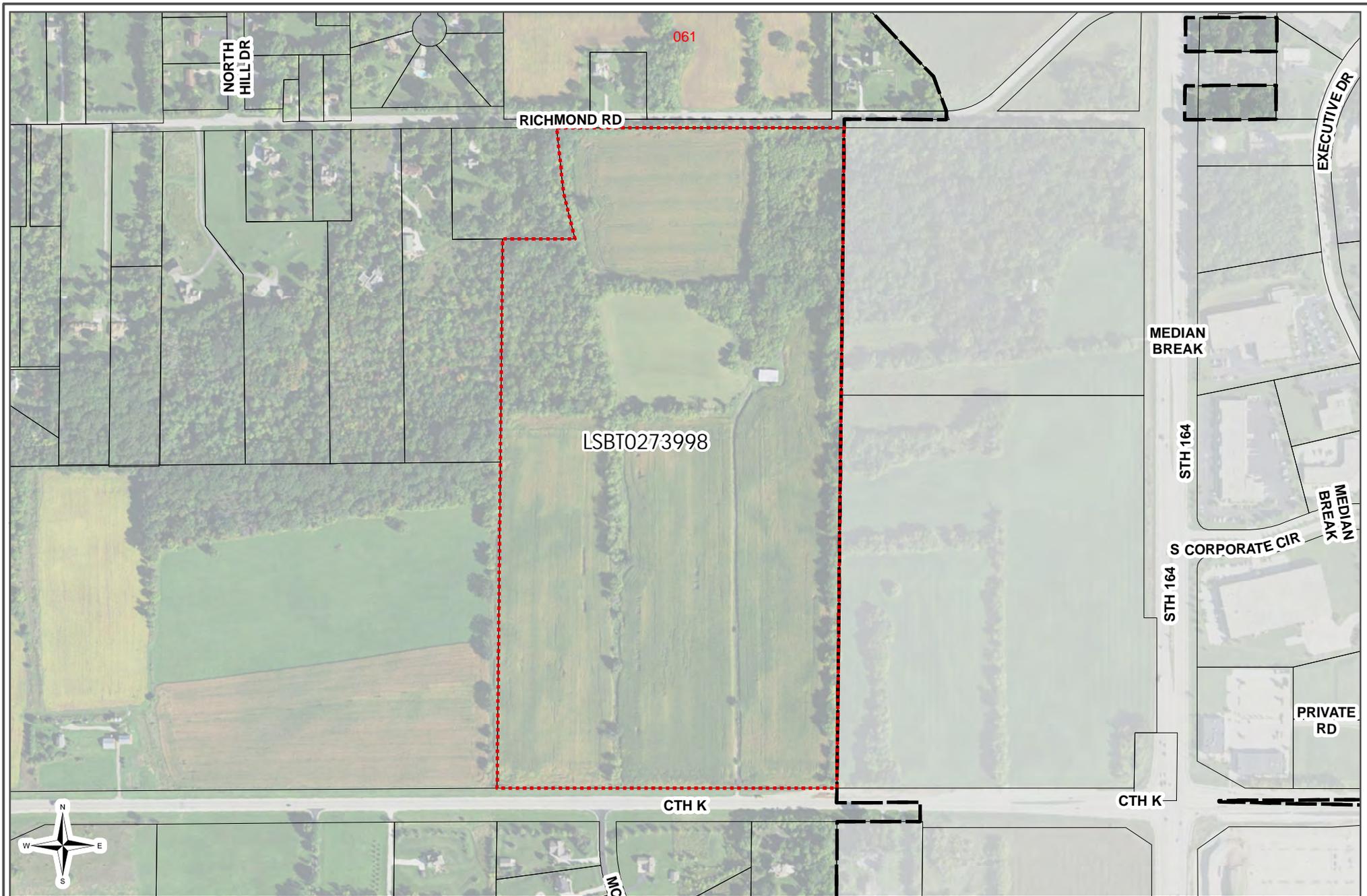
Phase II is proposed to be served by a roadway extension off Highland Drive with the potential connection down to CTH K at McKerrow Drive. Within Highland Drive and CTH K are the utilities necessary to serve development within Phase II. Future development along Richmond Road will allow for the sewers to drain south. Depending on what is developed, water may be required from the Village.

The Boundary Stipulation and Intergovernmental Cooperation Agreement between the Village of Sussex and the Town of Lisbon allows the Brown Farm to connect to the Village of Sussex Sanitary district. We will need to negotiate access to the Village water system.

Due to the high cost of extending utilities to service the new park, Wangard would request that the land be covered in a new Tax Incremental Finance District (TID) with an approximate 10-15 year return. Wangard would also request that the Town cooperate with the County on any funding mechanism, and we request the Town cooperate with Wangard in procuring a TEA Grant from the State DOT for the intersection of STH 164 & CTH K, and CTH K upgrades and improvements.

Estimated value of proposed infrastructure improvements (CTH K, new road extension, sanitary extension, water looping; \$12,000,000. Estimated value of proposed new buildings (core & shell) and site improvements \$50,000,000

Financing will be provided through a conventional bank construction loan. Highland Business Park, LLC has strong banking relationships that will allow financing to readily be obtained for the project. Initial Bank references are available upon request.



Parcel ID LSBT0273998: Site Map
Town of Lisbon

1 inch = 500 feet

0 250 500 1,000 Feet

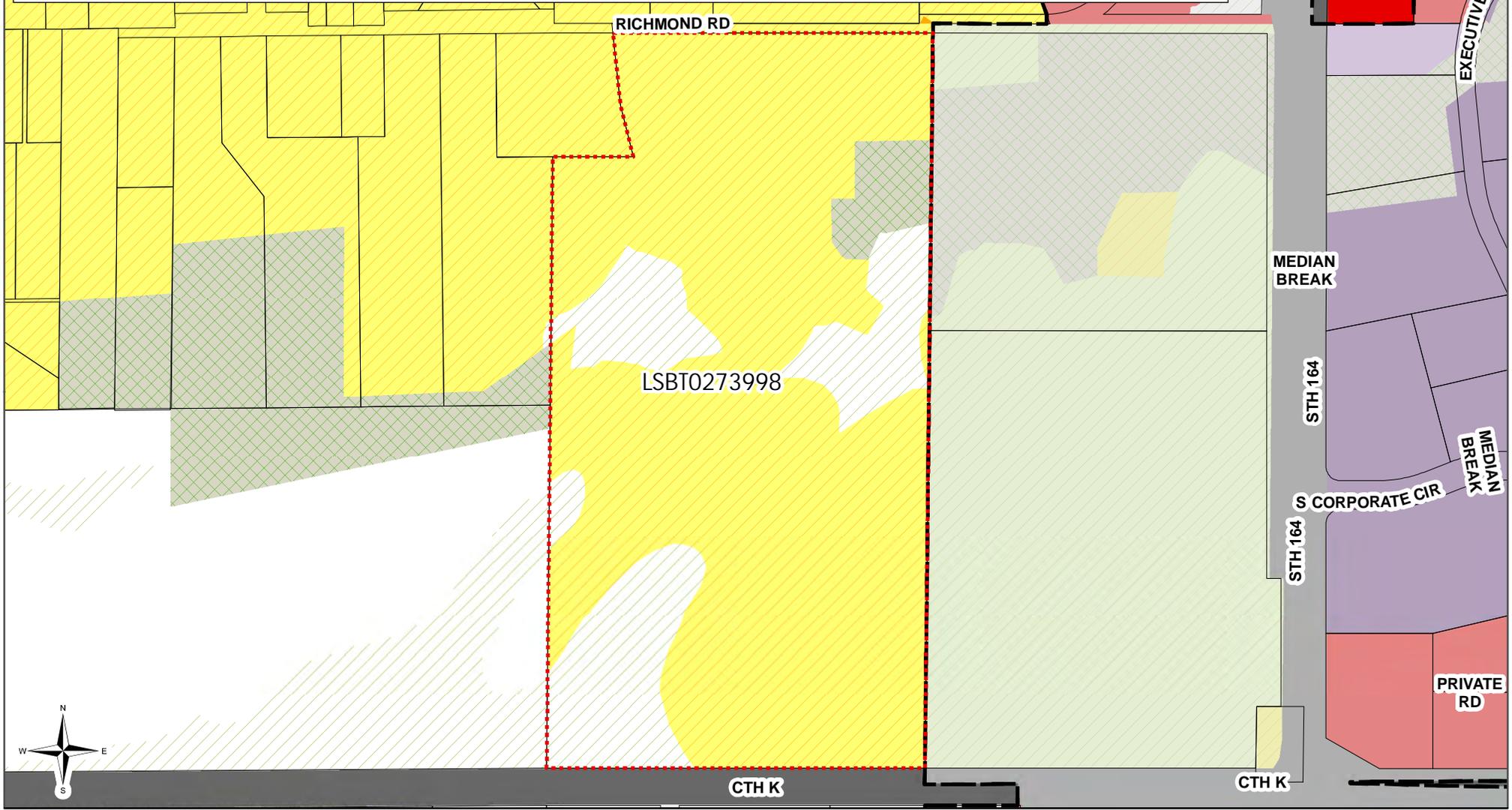
 Town of Lisbon Boundary
 Subject Parcels

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



- | | | | |
|----------------------------------------------------|----------------------------------|--------------------------------|---------------------------------------------|
| High density residential; High density residential | Farmland Preservation | Isolated Natural Resource Area | Transportation, communication and utilities |
| Medium density residential | Farmland Preservation w/PEC | Surface Water | Highway Rights of Way |
| Low density residential | Other Open Lands to be Preserved | Governmental and institutional | Landfill |
| Suburban density I residential | Recreational | Commercial and Office Park | Extractive |
| Suburban density II residential | Primary Environmental Corridor | Mixed Use | Industrial |
| Rural density and Other Agricultural Land | Secondary Environmental Corridor | | |



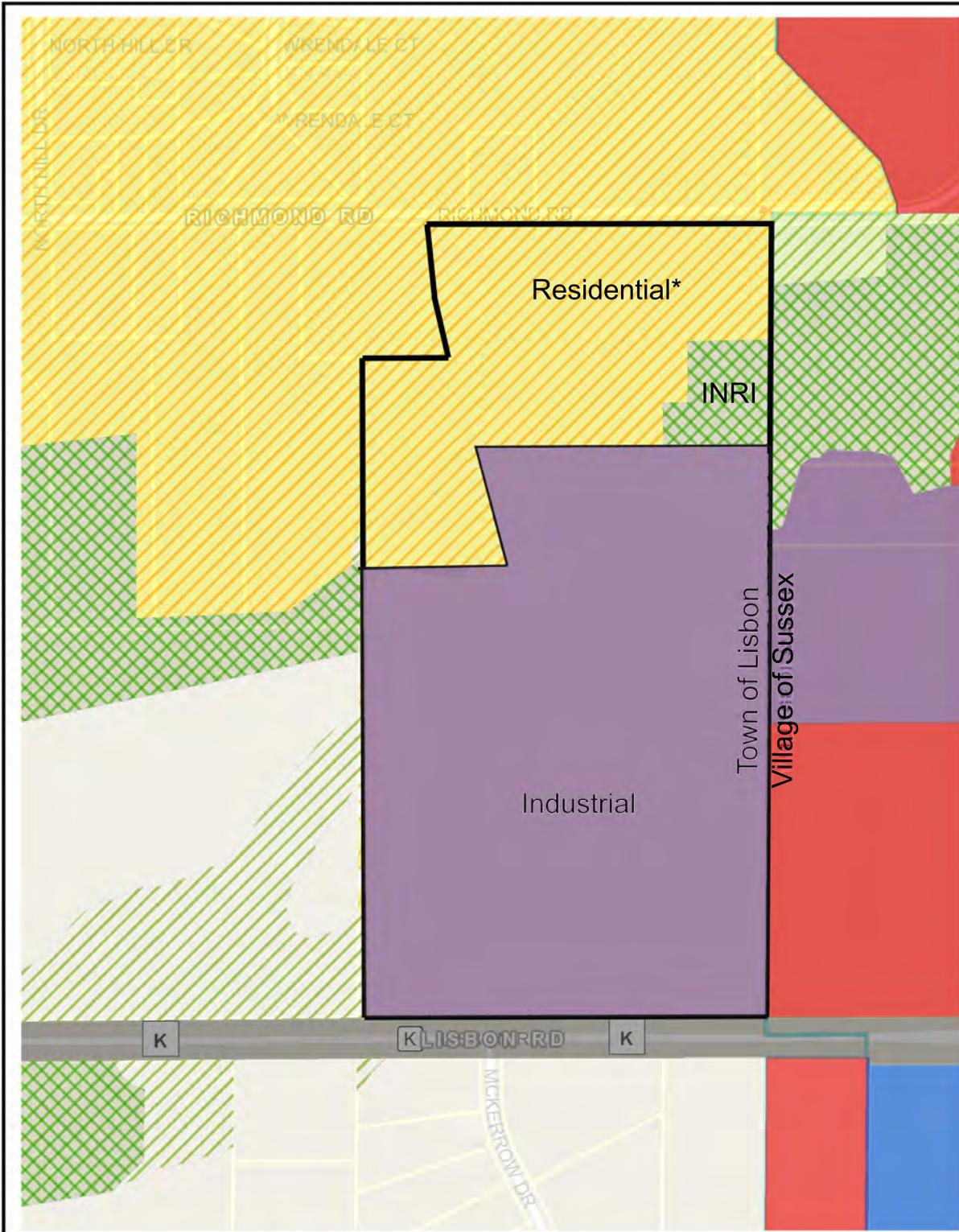
Parcel ID LSBT0273998: Future Land Use Map
Town of Lisbon

1 inch = 500 feet
 0 250 500 1,000 Feet

Town of Lisbon Boundary
 Subject Parcel

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



Legend

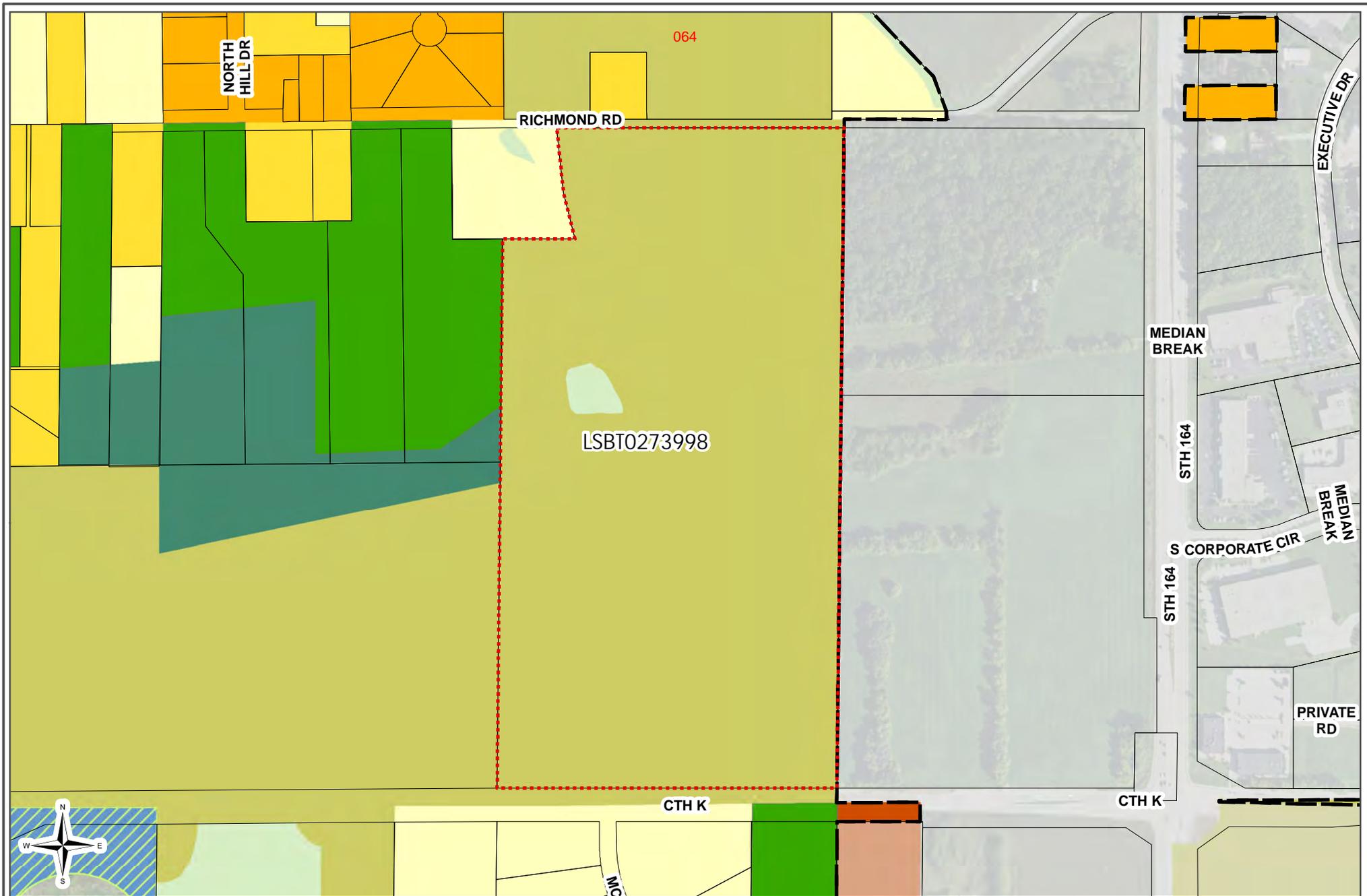
- Parcels (Click for details)
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Parcel ID LSBT0273998: Existing Zoning Map

Town of Lisbon

1 inch = 500 feet



	Town of Lisbon Boundary												
	Subject Parcels												
	AD-10		A-5		R-2		B-1		B-4		M-1		C-1
	RD-5		A-3		R-3		B-2		B-P		M-2		UC
	A-10		R-1		RM		B-3		Q-1		P-1		PR

vierbicher
planners | engineers | advisors

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N27 W23957 Paul Road, Suite 105, Pewaukee, WI 53072
Phone: (262) 875-5000 Fax: (608) 826-0530

Highland Business Park - Phase II

065

A-10*

BP-1/PDO
Isolated Natural
Resource Area
12.0 Ac.

C-1

C-1

BP-1

PHASE II

PHASE I

BP-1/PDO

Drive

(Future Road)

Business

Sharec

BP-1

2.6 Ac.

B-2/P

3.0 Ac



1000 ft



STAFF REPORT:

LAND USE PLAN AMENDMENT AND ZONING MAP AMENDMENT AND REVIEW APPLICATION REVIEW

To: Chairperson Osterman
Town Plan Commission Members
Gina Gresch, Town Administrator

From: Daniel J. Lindstrom, AICP, Town Planner

Subject: Bette Brown Slayton Living Trust Land Use Plan Amendment and Zoning Map Amendment

Date: September 12, 2019

Introduction

The above-referenced application for a Land Use Plan Amendment and Zoning Map Amendment was received by our office for review on behalf of the Town of Lisbon. These items are up for a Joint Public Hearing with the Town of Lisbon and the Village of Sussex.

Application Summary:

The WP Properties Acquisition LLC (Wangard) submitted an application to amend the Town of Lisbon Comprehensive Development Plan and zoning for parcel LSBT 0273.998 along Lisbon Road (CTH K) to transition from Low-Density Residential and other Open Lands to be Preserved to Industrial and Low-Density Residential. The parcel is adjacent to the recently approved Highlands Business Park. This development plan will require a rezoning from the current A-10/C-1 zoning designation to a split A-10, BP, and C-1 zoning designation on the Town of Lisbon Zoning map. The rezoning will also require a change in the Town and Village of Sussex Land Use (Community Development) Plans. These changes should be conditioned on the Town of Lisbon and Village of Sussex agreeing to amend Exhibit H – Projected Land Uses of the Town of Lisbon and Village of Sussex Border Agreement to illustrate such changes.

Comprehensive Development Plan Amendment and Rezoning Review

A request for an amendment to the Town of Lisbon's Land Use Plan has been submitted as part of this application. The Applicant requests to amend the area from Low-Density Residential and other Open Lands to be Preserved to Industrial and Low-Density Residential. Approval of a Land Use Plan Amendment is necessary to change the intended land use for this area in order to reflect updated market conditions, local area development patterns and expansion of existing uses in this area. In addition, any amendment to the Zoning Map for this property would need to be in compliance with the proposed land use district and the current land use district designations do not fully support the proposed zoning map amendment.

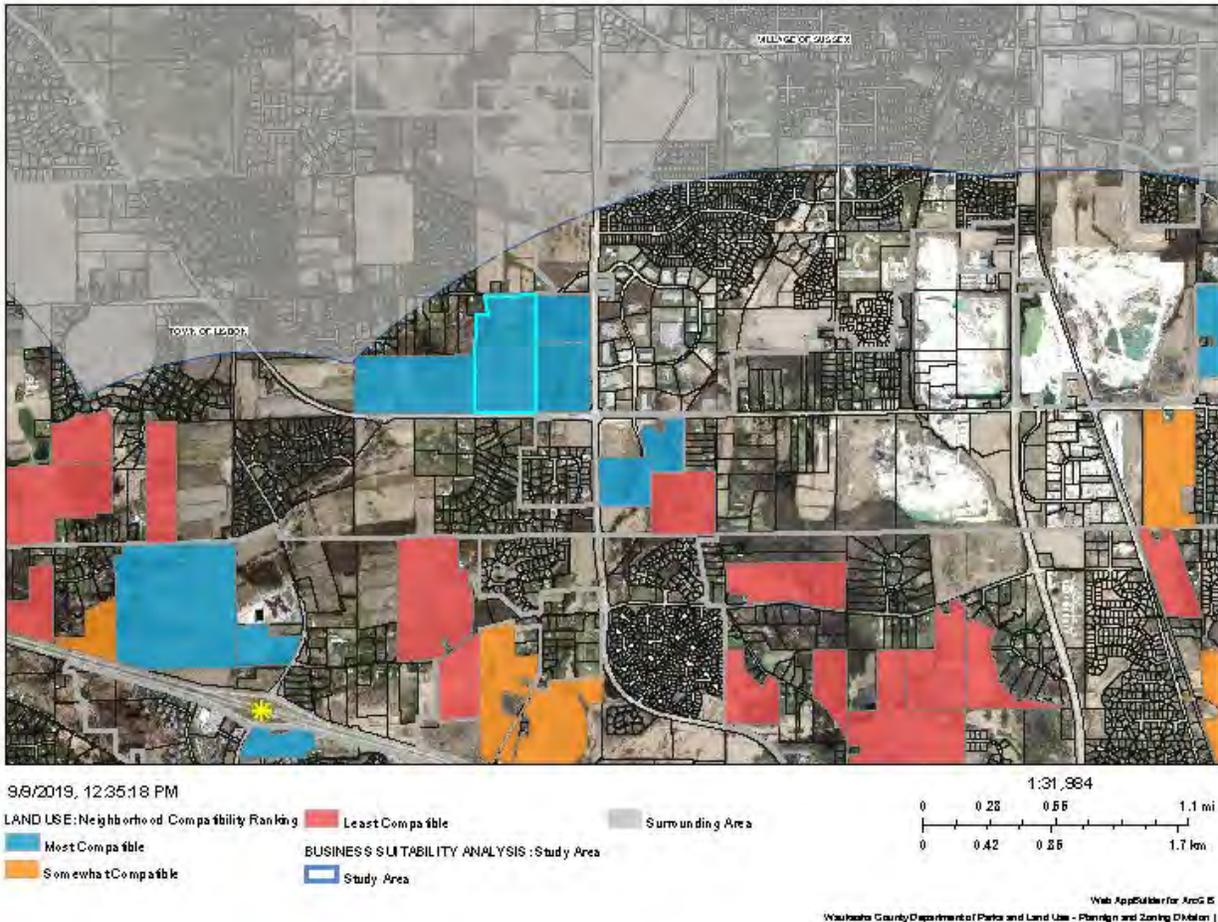
In 2017, SEWRPC and Waukesha County completed an Industrial/Business Park Land Absorption Study and a Business/Industrial Park Suitability Analysis to assess available land supply within existing Waukesha County industrial/business parks and identify lands that may be suitable for future industrial/business park development. Some of the results of that study and analysis are attached to this review letter.

September 12, 2019

Page 2 of 3

The result of the absorption study illustrated that the region had 9-10 years of land inventory remaining within existing industrial/business parks, but only 5-6 years of "more desirable" land inventory remain within existing industrial/business parks. The recently approved Highlands Business Park, located in the Village of Sussex and the Bette Brown Slayton Living Trust lands located in the Town of Lisbon were identified as areas most compatible for future business park growth. In 2019, the Village of Sussex approved a BP-1 PDO for the business park lands immediately adjacent to Highway 164.

Land Use - Neighborhood Compatibility Rating



The full study is available at the following file link: <https://www.waukeshacounty.gov/businesspark/>

Comprehensive Development Plan Amendment and Rezoning Recommendation:

Planning staff recommends approval of the requested amendment to the 2035 Recommended Land Use Plan for the Town of Lisbon (Exhibit B) to revise the Low-Density Residential and other Open Lands to be Preserved classification to the Industrial and Low-Density Residential classification for parcel LSBT 0273.998. This approval should be subject to the following:

1. Town of Lisbon and the Village of Sussex agreeing to amend Exhibit H – Projected Land Uses of the Town of Lisbon and Village of Sussex Border Agreement to illustrate such changes.
2. Applicant providing the Town of Lisbon with a detailed scaled map designating the areas of the proposed amendment.

September 12, 2019

Page 3 of 3

Planning staff also recommends approval of the requested Zoning Map amendment to change the current A-10/C-1 zoning designation to a split A-10, BP, and C-1 zoning designation on the Town of Lisbon Zoning map for parcel LSBT 0273.998. If recommended for approval, the applicant should submit a scaled map and legal description of the proposed amendments to match the map provided to the Plan Commission. The map should be prepared and submitted to the Town prior to the Town Board review and decision.

Any future development(s) would also be subject to the approval of preliminary/final plats or CSMs, development agreements, potential associated Conditional Use Permits, and Site Plans and Plans of Operation.

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 Hearing. I will be in attendance at the September 12 Plan Commission meeting to answer any questions.

Industrial/Business Park Study Executive Summary

Two-part study:

- 1) Land Absorption Study- existing business parks (SEWRPC)
- 2) Land Suitability Analysis- future business parks (Waukesha Co. Parks & Land Use)

1. Industrial/Business Park Land Absorption Study (SEWRPC- lead agency)

Objective

Assess available land supply within existing Waukesha County industrial/business parks

Study Area

Countywide- all 88 existing industrial/business parks analyzed

Findings

Land Absorption Rates & Projections

- Historic industrial/business park land development rates examined over three time horizons: (1970-2015; 1980-2015; 1990-2015)
- Projections based upon historic land consumption rates:
 - 9-10 years of land inventory remains within existing industrial/business parks.
 - **5-6 years of “more desirable” land inventory remains within existing industrial/business parks.**

Note: Upon direction of workgroup, SEWRPC assessed desirability of existing industrial/business park parcels. Parcels greater than five acres in area and located within developments created after 1990 deemed “more desirable.”

2. Industrial/Business Park Suitability Analysis (Waukesha Co. PLU- lead agency)

Objective

Identify lands that may be suitable for future industrial/business park development

Study Area

- 46 highway interchanges and State/U.S. Highway intersections identified as “major transportation nodes.”
- 1.5-mile and 3-mile buffers (focus areas) established around major transportation nodes
- Focus area size determined by population and workforce proximity factors; 3-mile focus areas located east of the I-94/ S.T.H.16 “split”
- Combined boundaries of all focus areas comprise the project study area

Parcel Analysis

- Undeveloped parcels of 20+ acres within study area selected for detailed study
- Selected parcel set (roughly 500 parcels) analyzed relative to approximately thirty locational and physical criteria (i.e. proximity to sewer service, TIF boundaries, natural resource constraints)

Outcomes

- Dynamic parcel database and GIS mapping resource (web app) developed to aid in business siting and land use planning
- Custom reporting/analysis available by full study area, individual focus area, corridor, etc



Waukesha County

Department of Parks and Land Use

Waukesha County Industrial/Business Park Suitability Analysis Study Methodology

Study Area Determination

- Forty-six highway interchanges and State/U.S. Highway intersections identified as “major transportation nodes.”
- 1.5-mile and 3-mile buffers (focus areas) established around each major transportation node.
- Focus area size determined by population and workforce proximity factors; 3-mile focus areas located east of the I-94/ S.T.H.16 “split.”
- The combined boundaries all focus areas comprise the project study area (see Map 1).
- Focus areas are listed below and described in more detail on Exhibit “A.”
 - Several interchange/intersection buffers merged because of close proximity of interchanges (i.e. Goerkes Corners interchanges); 42 total focus areas.
 - Many focus areas overlap because of frequency/spacing of interchanges & intersections.

Focus areas east of 94/16 split: 3-mile buffers

- Interstate highway interchanges (see Exhibit “A”)
 - I-94 (*Moorland-Grandview Corridor, seven interchanges*)
 - I-43 (*124th-S.T.H. 164 Corridor, four interchanges*)
 - I-41 (*Capitol- County Line Rd. Corridor, six interchanges*)
- State/U.S. highway intersections
 - S.T.H. 190/164
 - S.T.H. 190/74
 - S.T.H. 164/U.S.H. 18
 - S.T.H. 164/59

Focus areas west of 94/16 split: 1.5-mile buffers

- Interstate highway interchanges
 - I-94 (*Meadowbrook-S.T.H. 67 Corridor, six interchanges*)
 - I-43/S.T.H. 83
- State/U.S. highway intersections
 - S.T.H. 16 (*Main St./WCTC- S.T.H. 67 Corridor, twelve interchanges*)
 - S.T.H. 164/59
 - S.T.H. 83/59
 - S.T.H. 83/U.S.H. 18
 - West Bypass (planned)/U.S.H. 18
 - S.T.H. 67/U.S.H. 18
 - S.T.H. 67/S.T.H. 59

Planning and Zoning

Parcel Selection Methodology for Detailed Study

General Selection Criteria

- ≥ 20 acre parcel size
- Lands classified “Unused/Open” or “Agricultural” (*SEWRPC 2010 Land Use Inventory*)
- Parcels entirely within 1.5-mile or 3-mile focus area

Parcel Selection Refinement

- Parcels removed from further study
 - Lands within subdivision plats (including outlots)
 - Condominiums
 - Quarry/landfill holdings
 - Other developed lands per 2015 air photo interpretation
- Parcels excluded from detailed analysis (“excess” holdings analysis--possible future sub-study)
 - Public owned
 - Tax exempt
 - “Committed Development,” includes prelim. plats- past 2 years (*County records*)
 - Existing business/industrial parks excluded (*per 2015 SEWRPC business park inventory*)

Detailed Parcel Analysis: Application of Select Criteria

The parcels within the study area selected for detailed analysis were examined relative to a number of locational and physical criteria, as detailed below. Each parcel was analyzed only once if located within more than one focus area.

- *Natural Resource Constraints*
 - Identified limiting resource factors
 - Wetlands (*2010 DNR Inventory*)
 - Floodplain (*2014 FEMA*)
 - Surface Water (*County GIS*)
 - Primary Environmental Corridor (*SEWRPC 2010 Inventory*)
 - Determined “developable” acreage per parcel
 - Parcel area *minus* (-) natural resource acreage *equals* (=) “developable land”
- *Hydric Soils (USDA Soil Survey)*
 - Calculated area of hydric soils exclusive of other on-site natural resources
 - Determined developable acreage devoid of hydric soils
- *Sewer Service Status (SEWRPC, VISION 2050)*
 - Sewered parcels identified (*2010 data*)
 - Within a planned (refined) sewer service area (*2015 data*)
 - Proximity to existing sewer service areas
 - <0.25 miles
 - 0.25-0.49 miles
 - ≥ 0.50 miles
 - Proximity to planned (refined) sewer service area
 - <0.25 miles
 - 0.25-0.49 miles
 - ≥ 0.50 miles

- *Public Water Service (SEWRPC, VISION 2050)*
 - Served by public water (2010 data)
 - Proximity to public water
 - <0.25 miles
 - 0.25-0.49 miles
 - ≥.50 miles

- *Street and Highway Access (SEWRPC, VISION 2050)*
 - Abut existing/planned arterials and highways
 - Within 500 ft. of existing/planned arterials/highways
 - Within one mile of at least one major transportation node

- *Other Transportation Considerations*
 - Rail Service (*Waukesha County GIS data layer*)
 - Abut existing rail right of way
 - Within 0.25 miles of existing rail right of way

 - Transit Service (*SEWRPC 2016 Transit Service data layer*)
 - Within 0.25 miles of a transit line

- *Proximity to Business Parks (SEWRPC 2015 inventory)*
 - Existing business parks
 - Adjacent to existing business park
 - Within 0.25 miles
 - Proposed business parks
 - Within proposed business park
 - Adjacent to proposed business park
 - Within 0.25 miles

- *Existing TIF Districts (data from each municipality)*
 - Within existing TIF district
 - Within 500 ft. of existing TIF district

- *Consistency with Local and County Comprehensive Plans*
 - Identified parcels planned for Business/Commercial, Industrial or Mixed Use

- *Consideration of Potential Land Use Conflicts/Neighborhood Compatibility*
 - Waukesha County Planning Staff assessed the location and neighborhood setting of each parcel that was studied in detail. Staff utilized air photos, the SEWRPC 2010 Land Use Inventory, County land use records and Planning Staff knowledge of particular neighborhoods and parcels and assigned an “A”, “B” or “C” according to the following methodology:
 - A = most compatible
 - B = somewhat compatible
 - C = least compatible

Compatibility scoring considered that assemblage of multiple parcels may be necessary for parcels in some areas to be considered compatible. For instance, a single parcel amongst a larger grouping of parcels that is not near an existing or planned business area may only be compatible for business park use if other nearby parcels were developed first or concurrently

for business use. Such transitional parcels were assigned a “B” (somewhat compatible) designation.

- *Critical Mass Assessment- Parcels within or near planned sewer service areas*
Due to time constraints, this query may not be completed by the final meeting of the workgroup.
 - Identify contiguous parcels of undeveloped land consisting of multiple 20+ acre parcels
 - Quantify developable acreage within blocks/clusters
-

Factors not fully assessed at this time due to data or time constraints:

- Slope conditions; difficult to generalize constraints on large properties with variable terrain.
- Parcel configuration
- Commonality of ownership; assessment may be most efficient as in-depth analysis occurs.

MAP 1 STUDY AREA

WAUKESHA COUNTY

 Study Area

Number of Major Transportation Nodes: 46
Number of Focus Areas: 42

 Major Transportation Node
 Civil Division Boundary

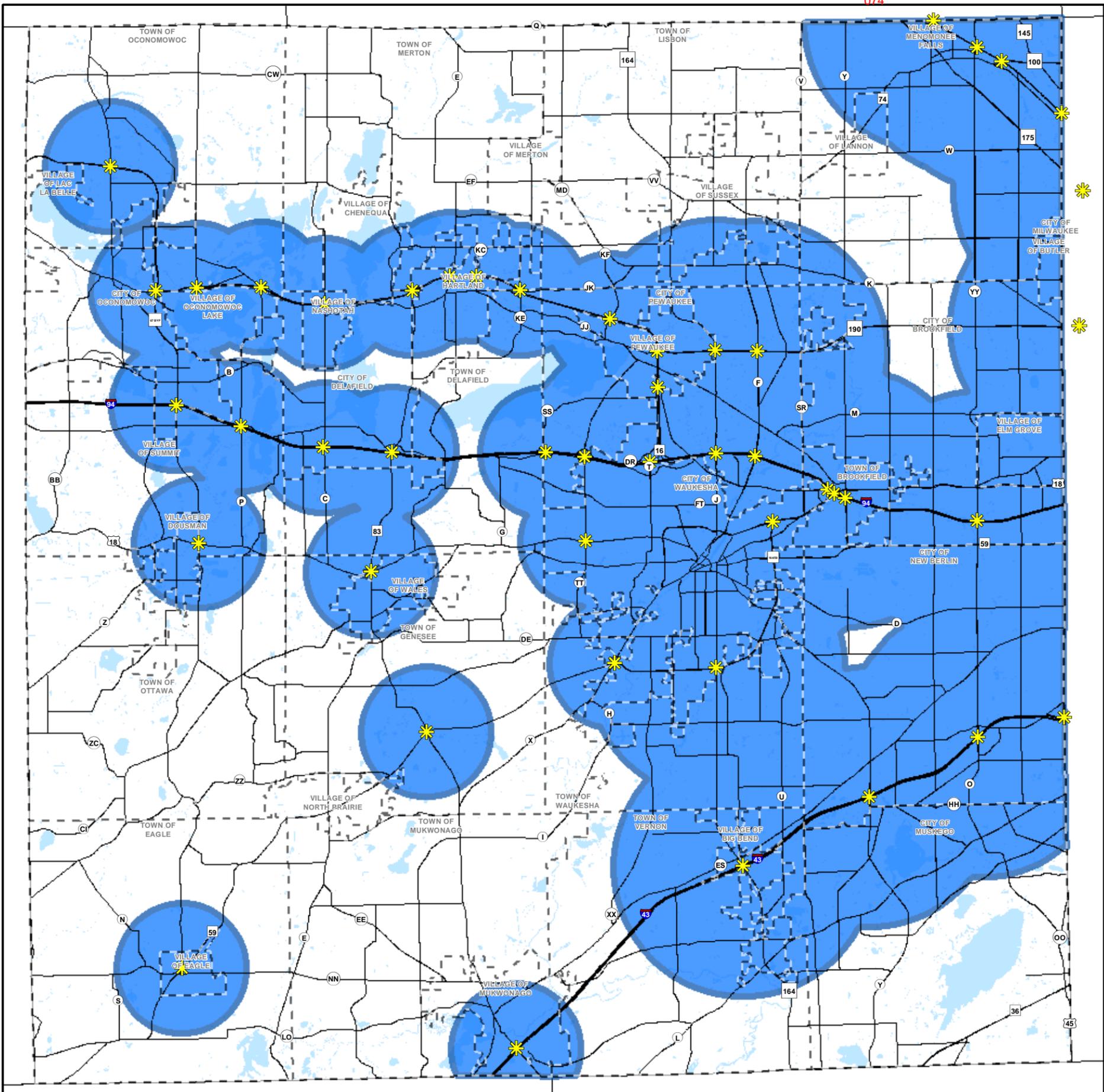


EXHIBIT "A"

Focus Areas (East of I-94/S.T.H. 16 "Split")	
Interstate Highway Interchange Nodes (Buffered 3 miles)	
Highway	Cross Road
I-94	C.T.H. O (Moorland Rd.)
I-94	*C.T.H. Y (Barker Rd.) U.S.H. 18 (Moreland Blvd.) *C.T.H. JJ (Bluemound Rd.)
I-94	C.T.H. F (Redford Blvd.)
I-94	S.T.H. 164/C.T.H. J (Pewaukee Rd.)
I-94	C.T.H. T (Grandview Blvd.)
I-43	*124th
I-43	C.T.H. O (Moorland Rd.)
I-43	C.T.H. Y (Racine Ave.)
I-43	S.T.H. 164 (Big Bend Dr.)
I-41/U.S.H. 45	S.T.H. 190 (Capitol Dr.)
I-41/U.S.H. 45	S.T.H. 175 (Appleton Ave.)
I-41/U.S.H. 45	S.T.H. 145 (Boundary Rd.)
I-41/U.S.H. 45	S.T.H. 100 (Main St.) Pilgrim Rd.
I-41/U.S.H. 45	C.T.H. Q (County Line Rd.)
State/U.S. Highway Intersection Nodes (Buffered 3 miles)	
Highway	Cross Road
S.T.H. 190 (Capitol Dr.)	S.T.H. 74 (Redford Blvd.)
S.T.H. 190 (Capitol Dr.)	S.T.H. 164 (Pewaukee Rd.)
S.T.H. 164 (Les Paul Pkwy)	U.S.H. 18 (Moreland Blvd.)
S.T.H. 164 (East Ave.)	S.T.H. 59 (Les Paul Pkwy)

* Half Interchange

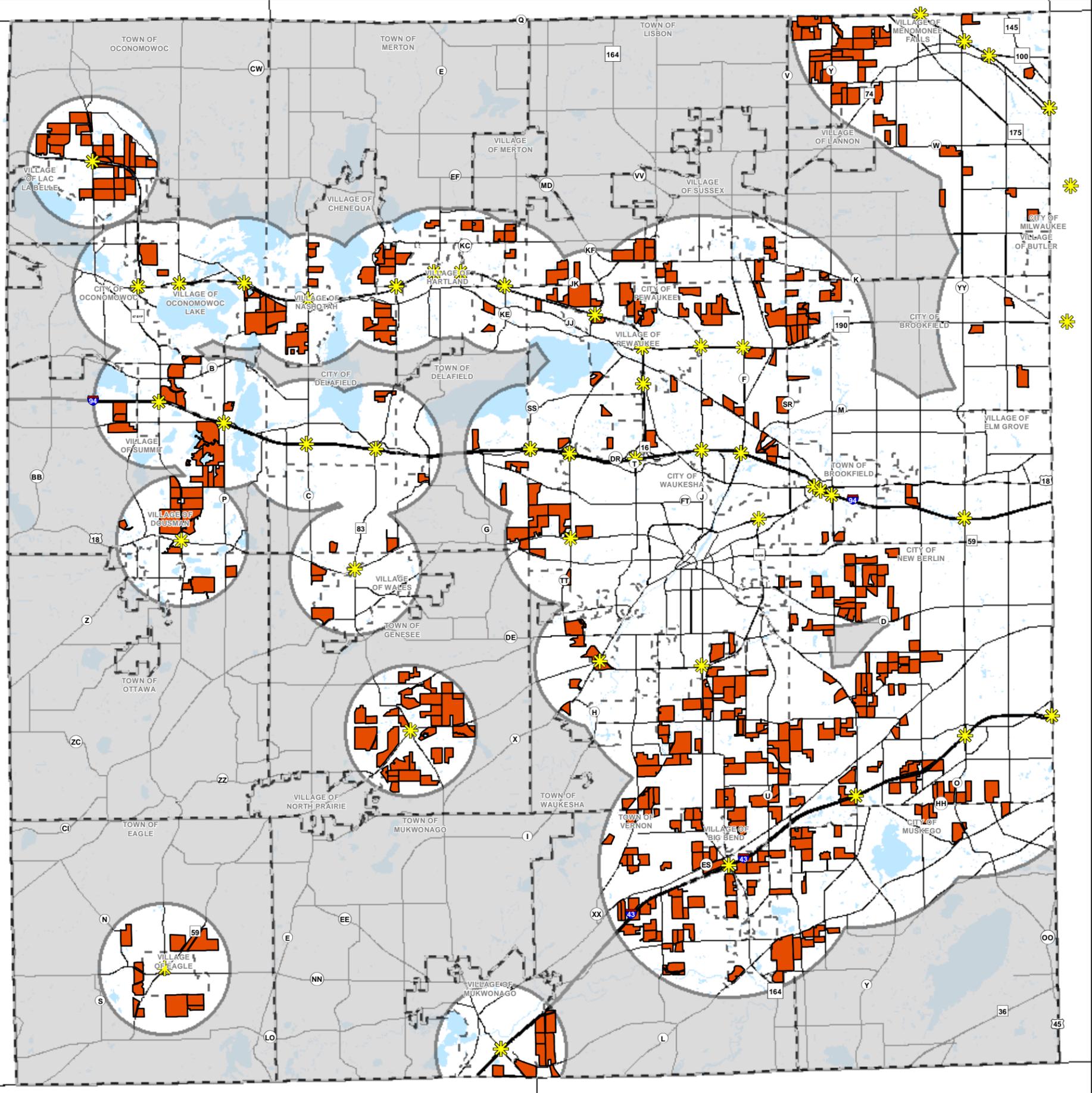
Focus Areas (West of I-94/S.T.H. 16 "Split")	
Interstate Highway Interchange Nodes (Buffered 1.5 miles)	
Highway	Cross Road
I-94	C.T.H. TT/C.T.H. G (Meadowbrook Rd.)
I-94	C.T.H. SS (Prospect Ave.)
I-94	S.T.H. 83 (Scuppernong Dr.)
I-94	C.T.H. C (Kettle Moraine Dr.)
I-94	C.T.H. P (Sawyer Rd.)
I-94	S.T.H. 67 (Summit Ave.)
I-43	S.T.H. 83 (Rochester St.)
State/U.S. Highway Intersection Nodes (Buffered 1.5 miles)	
Highway	Cross Road
S.T.H. 16	C.T.H. JJ (Bluemound Rd.)/WCTC
S.T.H. 16	S.T.H. 190 (Capitol Dr.)
S.T.H. 16	C.T.H. KF (Ryan Rd.)
S.T.H. 16	C.T.H. KE (Jungbluth Rd.)
S.T.H. 16	* C.T.H. KC (Merton Ave.) * C.T.H. E (North Ave.)
S.T.H. 16	S.T.H. 83/Hill St.
S.T.H. 16	C.T.H. C (Lakeland Dr.)
S.T.H. 16	C.T.H. P (Sawyer Rd.) - South
S.T.H. 16	C.T.H. P (Brown St.) - North
S.T.H. 16	S.T.H. 67 - Oconomowoc Bypass
S.T.H. 16	S.T.H. 67/Lake Rd.
S.T.H. 59 (Les Paul Pkwy)	Planned West Bypass - C.T.H. X
S.T.H. 83	S.T.H. 59 (Genesee Rd.)
Planned West Bypass - C.T.H. TT (Meadowbrook Rd.)	U.S.H. 18 (Summit Ave.)
S.T.H. 83 (Wales Rd.)	U.S.H. 18 (Summit Ave.)
S.T.H. 67 (Summit Ave.)	U.S.H. 18 (Sunset Dr.)
S.T.H. 67 (Kettle Moraine Dr.)	S.T.H. 59 (Waukesha Rd.)

* Half Interchange

MAP 2

PARCELS SELECTED FOR DETAILED STUDY

WAUKESHA COUNTY



 Selected Parcels
 Number of Parcels: 449
 Total Acres: 20,641
 Developable Acres: 13,998

 Major Transportation Node
 Civil Division Boundary
 Study Area



MAP 5 PLANNED LAND USE & NEIGHBORHOOD COMPATIBILITY ANALYSIS

WAUKESHA COUNTY

Parcels Planned for Other Uses with Commercial Potential

 "A" Neighborhood Compatibility Ranking

Number of Parcels: 40
Developable Acres: 1,385

 "B" Neighborhood Compatibility Ranking

Number of Parcels: 63
Developable Acres: 2,322

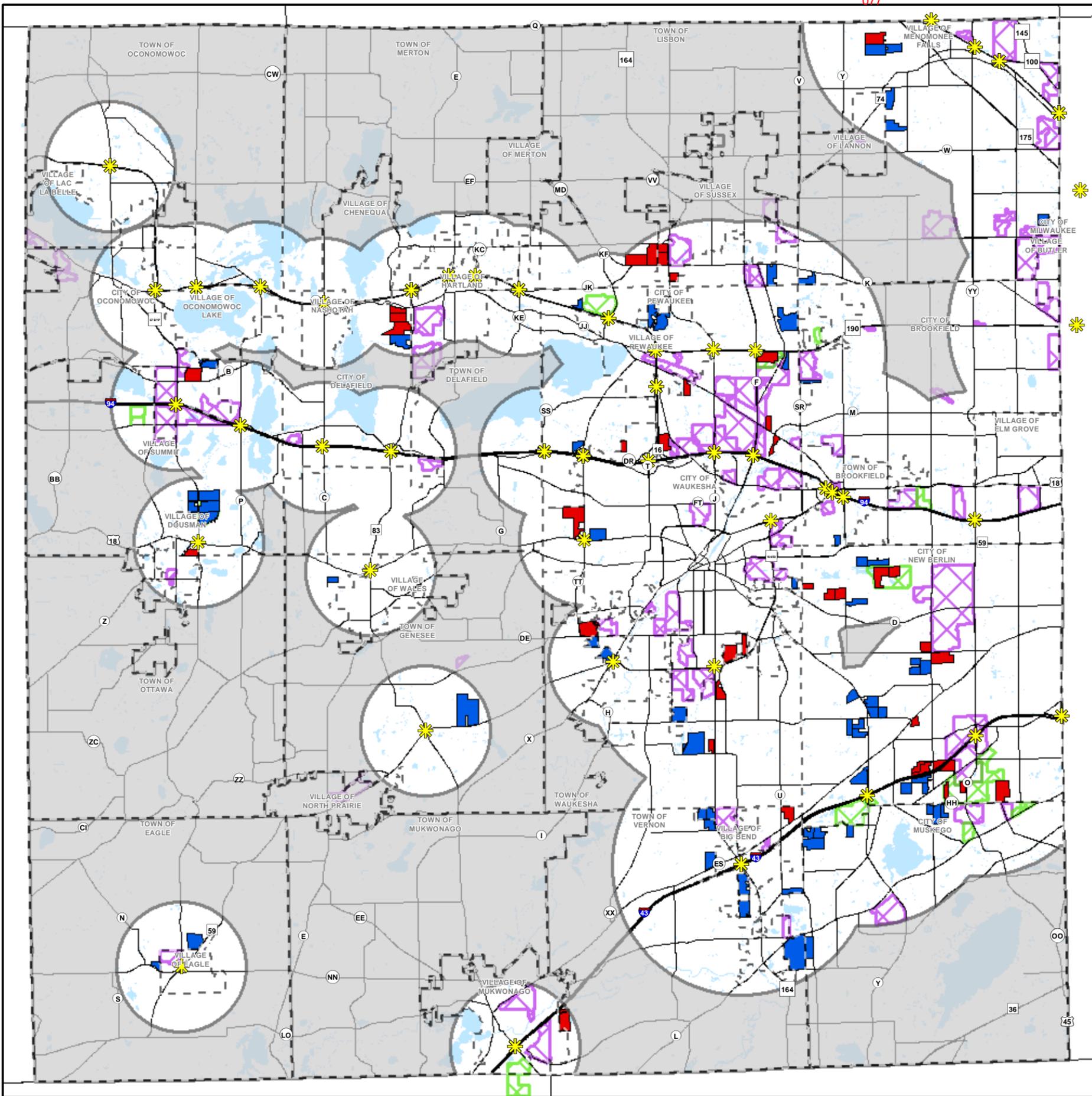
 Major Transportation Node

 Civil Division Boundary

 Proposed Business Park Area

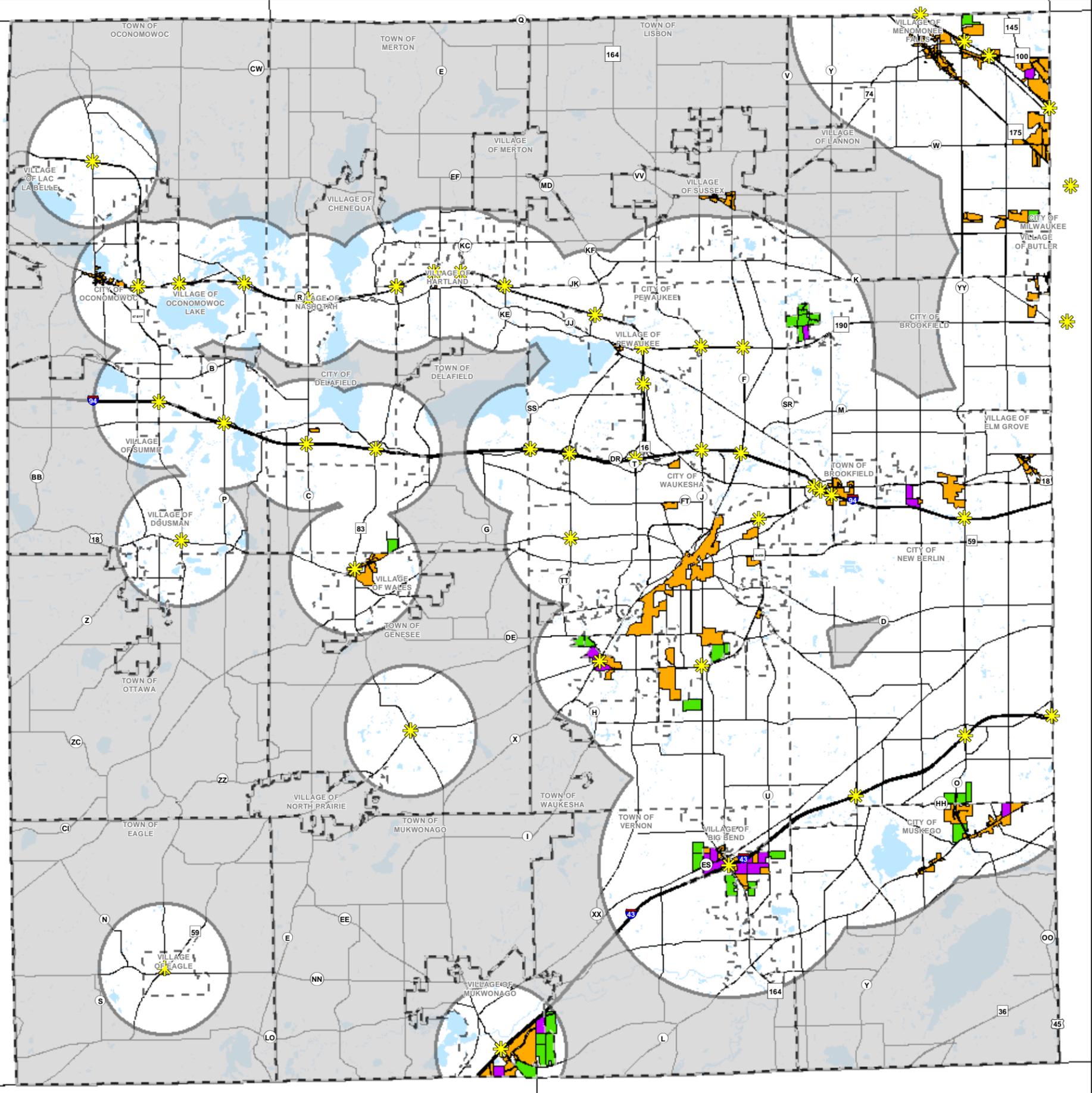
 Existing Business Park

 Study Area



MAP 6 DETAILED PARCEL ANALYSIS: TIF DISTRICTS

WAUKESHA COUNTY



-  TIF Districts
Number of TIF Districts: 1,219
Total Acres: 4,613

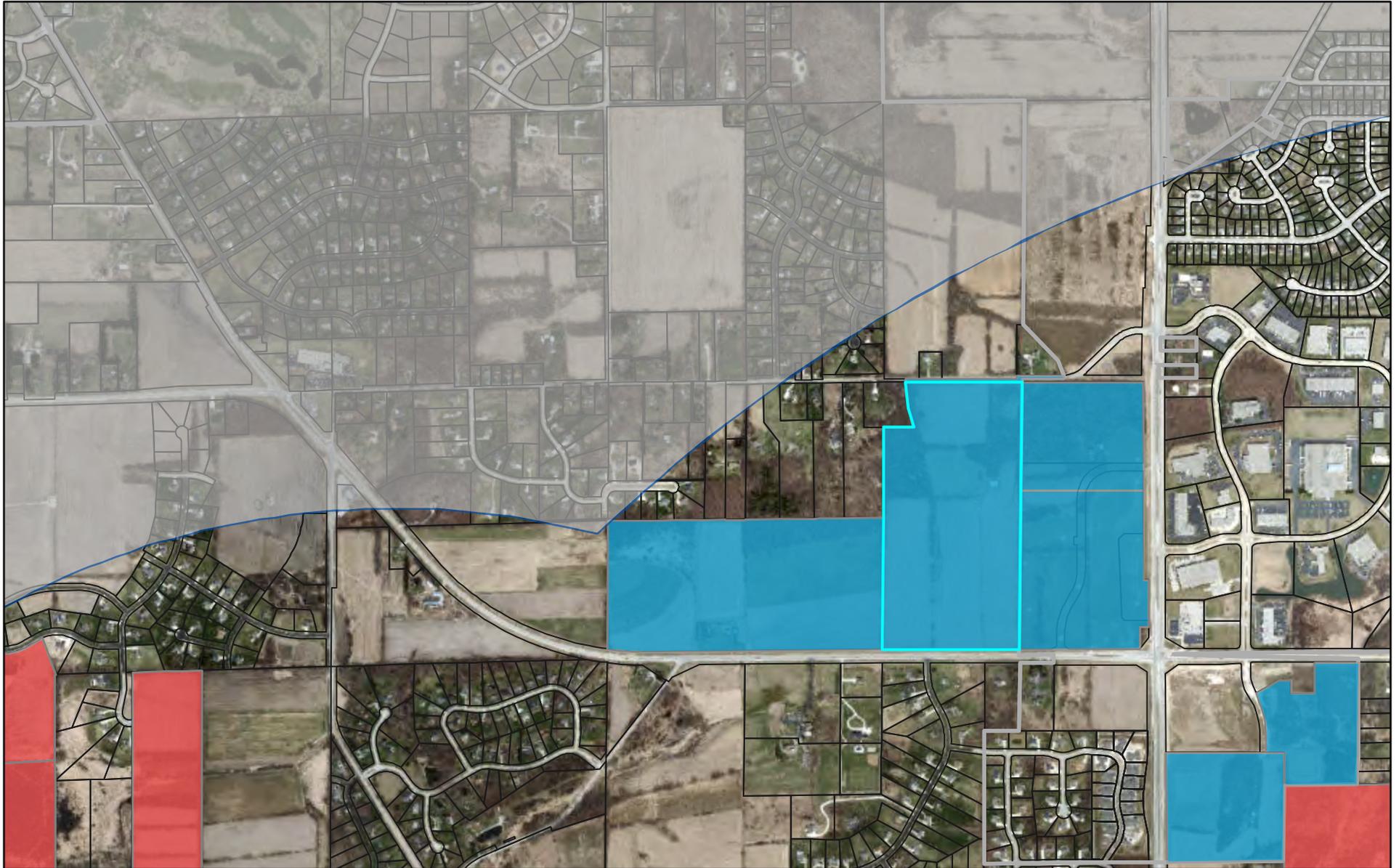
-  Parcels within a TIF District
Number of Parcels: 15
Developable Acres: 461

-  Parcels within 500 ft. of a TIF District
Number of Parcels: 26
Developable Acres: 813

-  Major Transportation Node
-  Civil Division Boundary
-  Study Area



Land Use - Neighborhood Compatibility Rating ⁰⁷⁹



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LAND USE: Neighborhood Compatibility Ranking BUSINESS SUITABILITY ANALYSIS: Study Area

Most Compatible
Least Compatible

Study Area
Surrounding Area

