



# VILLAGE OF WILLIAMS BAY

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## OFFICIAL MINUTES BUILDING, ZONING, & ORDINANCE COMMITTEE MONDAY, FEBRUARY 17, 2020 AT 5:00 PM VILLAGE HALL COUNCIL ROOM

### Call to Order

D'Alessandro/Killian motion to open meeting simultaneously with Protective Services to discuss the operator license proposed changes. Unanimously carried.

Meeting was called to order by Chairman Killian at 5:15pm.

### Roll Call

Trustees Killian and D'Alessandro

Excused: Trustee Parker

Also Present: President Duncan, Trustees Trush and Vlach, Administrator Weiss, Treasurer Peternell, Public Works Director Edwards, Police Chief Timm and Doug Snyder; Baxter & Woodman

### Operator License Ordinance

Discussion was held with the Protective Services Committee regarding proposed ordinance changes for operator licenses.

Changes include adding an appeal process for applicants who were denied a license by the Village Board. In the past an applicant would need to file an appeal in Circuit Court, the proposed changes include the following language regarding the appeal process:

- a. *The appeal process shall be to the Protective Services Committee. The applicant will have the opportunity to present testimony and other evidence as to why the license should be granted.*
- b. *The Protective Services Committee shall file its written decision with the Village Clerk who will put the recommendation on the next Village Board meeting agenda. If the application is denied on appeal, the Village Clerk will provide the applicant with a copy of the decision. Any applicant who is denied a license on appeal may apply to the Circuit Court pursuant to Section 125.12(2)(d), Wis. Stats., for review. If the applicant is approved on appeal, the Village Clerk shall issue a license to the applicant.*
- c. *If the applicant is denied after all avenues for appeal have been exhausted, the applicant will be refunded \$20.00 of the original application fee. The applicant will not be allowed to apply for an operator's license within 12 months of the date of the final decision on the application.*

Weiss stated that if the Village Board approves the proposed language, an ordinance will be drafted for review at the next BZO Committee meeting.

### Meeting Minutes

D'Alessandro/Killian motion to approve meeting minutes of January 15, 2020. Unanimously carried.

**Follow-up to public comment on January 17, 2020 regarding problems with dry bottom detention pond catch basin in Prairie View Subdivision**

Doug Snyder was present to discuss his report on the infiltration basin located in Prairie View Subdivision. Included in his report was an excerpt from the site plan of Lots 1 and 2 at the northwest corner of the subdivision. There is an infiltration basin in this location that allows drainage from Woodlawn Drive and Westward Drive to infiltrate into the groundwater. This infiltration basin and the pipes leading to the infiltration basin are on recorded easements dedicated to the Homeowner's Association. Based on the original developer's agreement, stormwater, including the infiltration basins, are the responsibility of the developer. In April of 2018, the developer transferred this responsibility to the Prairie View Homeowner's Association.

Snyder stated that the infiltration basin is no longer operating as intended, due to lack of maintenance. Water is ponding in the roadway swale for extended periods. If nothing is done, the grass in the ditch will die, the intersection of Woodlawn Drive and Westward Drive will flood, and the roadway and roadway base will deteriorate at a faster rate than expected.

Included in the engineer's report were aerial photos from May 30, 2005 to July 6, 2018 of the catch basin showing the changes over the years, such as overgrowth of trees/shrubs.

Lengthy discussion was held about whether the catch basin was inspected and by whom. Snyder stated that it would have been the responsibility of the Developer to have that inspected by his engineer. It was the consensus of the Committee to have the Homeowner's Association contact the developer to provide them with documentation of the installation and inspection of the catch basin and share their findings with the Village.

**Adjourn**

Killian/Parker motion to adjourn at 7:07pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

*These are not official minutes until approved by the Building, Zoning, and Ordinance Committee*