

**VILLAGE BOARD AGENDA
MONDAY, AUGUST 28, 2023
6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD**

Call to Order

Roll Call

Pledge of Allegiance – Trustee Wallschlager

Public Comments: Please be advised the Village Board will receive comments from the public related to any item(s) for a three-minute time period per person, with time extensions per the Village President's discretion. This meeting will be recorded and will be available online through the Village's website. None heard.

1. Consideration of Village Board minutes of August 14, 2023, and Special Village Board meeting of August 14, 2023.
2. Items related to vouchers.
 - a. Consideration of vouchers for payment in the amount of \$157,737.03.
3. Actions related to Licenses and Permits
 - a. Consideration of Operator's (Bartender) Licenses.
 - b. Consideration of an application for a Fireworks Permit for Lake Country Lutheran High School.
4. Consideration of a motion to approve Resolution No. 08/28/2023 "A Resolution Pledging That The Village Board Of The Village Of Hartland Will Expend Funds Necessary For The Hartland Public Library To Exempt The Village From The Waukesha County Library Levy".
5. Items related to updates to the Zoning Code:
 - a. PUBLIC HEARING regarding Bill for Ordinance 882-23 for proposed floodplain zoning ordinance and map revisions that are required by state and federal law. These revisions govern development in mapped floodplain areas.
 - b. Consideration of a Second reading of Bill for Ordinance 882-23 for proposed floodplain zoning ordinance and map revisions that are required by state and federal law. These revisions govern development in mapped floodplain areas.

Item referred from the August 21, 2023, Plan Commission meeting-

6. Consideration of an Extraterritorial Certified Survey Map, for Wankowski property, W293 N3112 Poplar Drive, Town of Delafield.

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Other Items for Consideration

7. Discussion and consideration of an application for a Special Events Permit for Hartland Lights, December 1, 2023, Hartland Business Improvement District.
8. Discussion and consideration of auto-renewal of City of Delafield Recreation Agreement.
9. Discussion and consideration of staff education reimbursement.
10. Consideration of appointment of Linda Hallquist for Del-Hart Commission and Library Board as presented by Village President Pfannerstill.
11. Announcements: The following individuals will be given an opportunity to make announcements at the meeting in regards to (1) activities taken since the previous meeting on behalf of the community, (2) future municipal activities, and (3) communications received from citizens. It is not contemplated that these matters will be discussed or acted upon. The following individuals may provide announcements: Village President or individual Village Board members or Village Administrator or other Village Staff members.
12. Adjournment.

Ryan Bailey, Village Manager

Notice: Please note that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Deidre Bushey, Deputy Clerk, at 262-367-2714. The Municipal Building is handicap accessible.

To participate via Zoom in the Village of Hartland Board meeting, please dial 1 (312) 626-6799. The Meeting ID is 859 0565 2186.

Or participate online:

<https://us02web.zoom.us/j/85905652186?pwd=a1owRHRqRW8xQXFpUTF1SUpMVE1EUT09>

VILLAGE BOARD MINUTES
MONDAY, AUGUST 14, 2023
6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD

Call to Order

Roll Call

Present: Truttschel, Pfeiffer, Hallquist, President Pfannerstill, Wallschlager, Conner

Excused: DeBoer

Others Present: Lieutenant DeBarge, DPW Director Felkner, DPW Operation Supervisor Jungbluth, Deputy Clerk Bushey, DPW Leadman Jensen, Fire Chief Jambretz, John Ford, Chandra Bronsted, Melissa Cady.

Pledge of Allegiance – President Pfannerstill

Public Comments: Please be advised the Village Board will receive comments from the public related to any item(s) for a three-minute time period per person, with time extensions per the Village President's discretion. This meeting will be recorded and will be available online through the Village's website. None heard.

None at this time.

1. Motion (Conner/Pfeiffer) to approve the Village Board minutes of July 24, 2023. Motion carried.
2. Items related to vouchers.
 - a. Motion (Pfeiffer/Hallquist) to approve payment No. 1 to Wolf Paving, in the amount of \$594,450.00 for the 2023 Paving Program. Motion carried.
 - b. Motion (Wallschlager/Truttschel) to approve vouchers for payment in the amount of \$1,428,376.03. Motion carried.
3. Actions related to Licenses and Permits
 - a. Motion (Hallquist/Conner) to approve Operator's (Bartender's) Licenses. Motion carried.
 - b. Motion (Pfeiffer/Wallschlager) to approve an application for a street use permit for Melissa Cady to be held on Sept. 16th in the 100 block on Long Meadow. Carried (6-0).
 - c. Motion (Conner/Truttschel) to approve an application for a restricted species permit renewal for Chandra and Brian Bronsted, 400 Oxford Drive. Carried (6-0).
4. Items related to the Zoning Code:
 - a. First reading of Bill for Ordinance 882-23 for proposed floodplain zoning ordinance and map revisions that are required by state and federal law. These revisions govern development in mapped floodplain areas.
 - b. Motion (Hallquist/ Conner) to set the date of a Public Hearing for August 28, 2023. Motion carried.

Item referred from the July 17, 2023 Plan Commission meeting-

5. Village Board review and consideration of Hartland Quarry, a proposed PUD development ("Project") whose approval and rezoning is being sought by Three Leaf Partners LLC on property tax keys HAV0730981, HAV0730985, HAV0730986 and HAV0730987 located at 700, 701 W. Capitol Drive. The Village Board will review and consider:
 - a. Proposed preliminary site and building plans for ten Multi-Family Apartments (240 units) and three townhomes (27 units);
 - b. Proposed plans for Amenities for the Project;
 - c. Proposed rezoning in conjunction with a PUD Agreement for the Project;
 - d. Proposed petition for a Planned Unit Development.

John Ford from Three Leaf Partners LLC explained they are collaborating and working with Village staff. They are looking to meet the housing demands with different housing options. Joe Lee from JLA Architects gave an overview of the Quarry project which includes townhomes, stacked flats, ground level parking, a pedestrian-friendly boulevard, clubhouse with pool and green space.

A Civil Engineer from Payne and Dolan gave a review and said they are working with JLA Architects on site layout utility design and slope stability.

Mike Frede for Geotech gave an overview and explained they are focusing on the existing conditions of the slopes, if they are stable and will they be stable after construction.

Wallschlager asked about the leaking tank on the property and Mr. Frede said that is being handled by Endpoint Solutions. He said the tank was approved for closure back in the early 90's, the contamination was tested and the DNR determined it was ok and not a health risk. He said during construction some of those soils will be removed to create final grades and Endpoint will be on the property at time of construction ensuring that there isn't anything that the DNR isn't aware of that is there; plus, there will be a soil management plan that will be in place. He also said they just wrapped up additional testing of the soils and there were no surprises.

Bob Cigale from Endpoint Solutions said there are no known leaking tanks on site at this time. He said there is an underground leaking tank case with residual contamination on site that they will be doing additional investigation of, including soil borings and groundwater samples to get an idea as to the current conditions regarding the residual contamination that was left behind. That information will be used on the proper methods to deal with that. The fill material in the northern portion of the site that was previously talked about is another concern they will be looking at. He said of the ten best samples that were taken, there was only one that had some low-level ph's, the type of petroleum that you typically see in asphalt things of that nature. The fact that a lot of the fill placed on the site apparently came from sewer projects in the village and the asphalt being included in those soils was not beyond the realm of possibility.

There will also be an application to the DNR to construct on an historic fill site and along with that they will need to develop a very detailed material management plan that will discuss the soils and how they will be addressed, making sure its managed properly and that they can have a clean site at the end.

Mr. Ford summarized the development.

- Total development costs will be around \$93 million.
- 240 units of two-story stacked flats and 27 townhome units for a total of 267.
- Clubhouse of approximately 5500 sq ft.

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- Units range from 700 sq ft to just over 1600 sq ft.
- Rent will range from \$1400 up to around \$3000.
- Clubhouse with state-of-the-art fitness center.
- Sidewalks and walking paths throughout.
- Dog run, playground, grilling areas, pool and community room.
- Sitework will take approximately 3 months, with vertical construction taking approximately 18 months.
- TIF request was submitted to Ehlers which is being reviewed and totals 7.9 million.

Wallschlager asked questions about the parking area in front of the garages and a turning lane into the development.

Truttschel asked about the increased residents and how that impacts the water consumption in the Hartland and if there were any concerns.

- e. Motion (Truttschel/ Conner) to set the date of a Public Hearing for September 25, 2023.
Motion carried.

6. Consideration of f sale Discussion on TIF feasibility.

Village Manager Bailey explained it will cost the developer 8 million just to get it set up and get it going. He said there are several options for the TIF,

Item referred from the August 7, 2023 Park Board meeting-

7. Discussion and Consideration of lights for the Pickleball Courts at Nixon Park.

DPW Director Felkner explained staff has been asked by user groups to add lights to the Pickleball courts. The research was done and found this could be accomplished by adding light poles to the sides of the courts. It was recommended to go with thirty-foot poles so the light will cast down and not luminate outward. The lights will be on timers and will shut off at 9pm. A quote for 16,785.00 was received. Felkner said impact money would be used to pay for the lights.

Motion (Pfeiffer/Hallquist) for lights for Pickleball courts not to exceed 17,000 and to come back at a later date with the other 2 quotes. Motion carried.

8. Discussion and Consideration of Cottonwood Storm Sewer repair-

DPW Director Felkner said this was mentioned at the CIP meeting and it is kind of becoming an emergency at this point. He said there is a 60 in pipe west of Cottonwood that feeds into a dual 48 in pipe and then back to a 60 inch and then into the Bark River. He said one of the 48-inch pipes have separated underneath the island on Cottonwood on the north side of the tracks and they have looked at different options. They looked at a CIP lining which is a resin the sewer company puts in there which can be inflated with a hot air stream and it adheres to the pipe. Funds will come out of the Sewer account. He said staff is recommending hiring Visu-Sewer Inc

to complete the sewer lining for the sum of \$70,805.00 this year because they don't want to lose any more road on Cottonwood by the railroad tracks. He said the reason they are going forward with this, is because it was brought up during the CIP meeting and it is becoming an emergency at this point

Motion (Hallquist/Wallschlager) to approve the Cottonwood Storm Sewer repair with Visu-Sewer. Motion carried.

9. Discussion and Consideration of 2023 tree planting.

Felkner said the Village plant trees every year for occupancies after the lawn is established and to replace removed trees. He said they put it out, to four companies. He said new occupancy trees cost \$13,000 and replacement trees cost \$18,000. Hallquist asked how many trees are being replaced. Felkner said letters were sent out to the residents

10. Consideration of a motion to accept the resignation of Library Board member, Dawn Nelson.

It was stated that the Library Board has accepted Dawn Nelson's resignation.

Motion (Truttschel/Wallschlager) to accept the resignation of Library Board member, Dawn Nelson.

11. Announcements: The following individuals will be given an opportunity to make announcements at the meeting in regards to (1) activities taken since the previous meeting on behalf of the community, (2) future municipal activities, and (3) communications received from citizens. It is not contemplated that these matters will be discussed or acted upon. The following individuals may provide announcements: Village President or individual Village Board members or Village Administrator or other Village Staff members.

DPW Director Felkner said Nixon Park will close on Sept. 5th for the construction on the parking lot, walking paths, playground equipment etc. He said the Hartbrook bridge is coming on Wednesday.

Lieutenant DeBarge said NNO went well on 8-3 and thanked Recreation Director Rennekamp. He said Village Manager Bailey and President Pfannerstill met with Zimmerman regarding the building study. He said Waukesha County Dispatch is working on the staffing crisis and they received a \$2000 grant that will go towards a camera.

Fire Chief Jambretz said ambulance inspections took place today. The auction of the ambulance sold for \$53,000 and the truck sold for \$4,000.

Library Director Christiansen said on 9/18/23 an ADA will be installed. Also he said the children's librarian Peter Blenski gave his 2 week notice.

Trustee Truttschel commented that the NNO went well.

12. Upon a duly made motion to proceed into a closed session, the Board pursuant to Wis. Stat. sec. 19.85(1)(b) and (g) shall conduct public business as hereafter specified, namely to confer with legal counsel for the Village who is rendering oral or written advice regarding an anonymous letter received concerning the Fire Department and consider whether to investigate into the matter further. Following closed session, the Village Board may either adjourn or reconvene in open session if there is any action to be taken in open session other than adjournment. (ROLL CALL VOTE).

Motion (Pfeiffer/Conner) to go into closed session. Roll Call vote taken. All ayes.
Adjourned to closed session at 8:00 pm.

Motion (Pfeiffer/Hallquist) to reconvene in open session. Motion carried. Reconvened in open session at 8:55 pm.

13. Consider and take any action deemed appropriate pursuant to the previously held closed session.

Motion (Conner/Pfeiffer) to hire 5 Bugle consulting to do a fire study on the Hartland Fire Department with a cost not to exceed \$10,000. Carried.

Motion (Pfeiffer/Hallquist) to adjourn at 8:56 p.m.

Respectfully submitted,

Deidre Bushey
Deputy Clerk

VILLAGE BOARD SPECIAL MEETING MINUTES
MONDAY, AUGUST 14, 2023
5:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD

Called to order at 5:04 pm

Roll Call

Present: Truttschel, Pfeiffer, Hallquist, President Pfannerstill, Wallschlager, Conner (arrived at 6pm)

Excused: DeBoer

Others Present: Lieutenant DeBarge, DPW Director Felkner, DPW Operation Supervisor Jungbluth, Deputy Clerk Bushey, DPW Leadman Jensen, Fire Chief Jambretz.

1. Discussion on Fire Department staffing –

Fire Chief Jambretz explained the need for more staff and would like to add 3 more staff, possibly bumping up starting pay to compete with other areas. Adding additional staff would help cover 2nd calls the fire department is missing. Also, several years down the road would like to look at adding additional staffing.

Wallschlager asked questions on billing. Discussion on the Fire Department doing lift assist at local facilities.

Village Manager Bailey explained the Village will be getting funds in the amount of \$250,000 from the State which had to be used on transportation, Fire Department or Police Department. He said it is an annual amount and if the Village does not use it, we will lose it.

Bailey gave a breakdown of the budget numbers. Brief discussion on a marketing plan to get out to the Village.

Jambretz explained they are running out of space. Brief discussion on possible solutions to add more space.

2. Motion to adjourn -

Motion (Wallschlager/Conner) to adjourn at 6:11 p.m.

Respectfully submitted,

Deidre Bushey
Deputy Clerk

To: Village President & Board of Trustees

From: Tonia Smith, Fiscal Clerk

Date: August 23, 2023

RE: Voucher List

Attached is the voucher list for the
August 28, 2023 Village Board Meeting

August 28, 2023 Checks: \$ 157,737.03

Total Amount of all Checks: \$ 157,737.03

VILLAGE OF HARTLAND
VOUCHER LIST - AUGUST 28, 2023

| Account Descr | Search Name | Comments | Amount |
|---|--------------------------------|---|-------------|
| G 101-31680 ICE RINK | AVALON GRAPHICS LLC | ICE RINK BANNERS | \$45.00 |
| G 101-31630 4TH OF JULY PARADE DONATIONS | AVALON GRAPHICS LLC | HOMETOWN STREET BANNER | \$400.00 |
| G 101-31620 FINE ARTS CENTER DONATIONS | AVALON GRAPHICS LLC | ADDITIONAL THURSDAY NIGHT CONCERT BANNERS | \$150.00 |
| G 101-31630 4TH OF JULY PARADE DONATIONS | AVALON GRAPHICS LLC | NIXON PARK VINYL | \$90.00 |
| G 101-31680 ICE RINK | AVALON GRAPHICS LLC | ICE RINK BANNERS | \$45.00 |
| G 101-31620 FINE ARTS CENTER DONATIONS | AVALON GRAPHICS LLC | THURSDAY NIGHT CONCERT BANNERS | \$1,080.00 |
| G 101-21535 VISION INSURANCE | DELTA DENTAL PLAN OF WISCONSIN | SEPTEMBER VISION INSURANCE | \$226.58 |
| R 101-46720 PARK RENTALS | EAST, WILLIAM | FEE REFUND FOR 2 HOURS/ 4 COURTS | \$60.00 |
| G 101-21515 SALES TAXES PAYABLE | EAST, WILLIAM | TAX REFUND FOR 2 HOURS/ 4 COURTS | \$3.00 |
| R 101-48000 MISCELLANEOUS REVENUE | EAST, WILLIAM | ADMINISTRATIVE FEE | -\$10.00 |
| R 101-46730 RECREATION CLASSES | FROST, JESSALYN | CANCELED TIE DYE CLASS | \$30.00 |
| G 101-23000 SPECIAL DEPOSITS | GINN, BOB | DEPOSIT REFUND OF SHELTER | \$300.00 |
| R 101-46720 PARK RENTALS | JORGENSEN, KIMBERLY | FEE REFUND FOR PARK SHELTER RESERVATION | \$75.00 |
| G 101-21515 SALES TAXES PAYABLE | JORGENSEN, KIMBERLY | TAX REFUND FOR PARK SHELTER RESERVATION | \$3.75 |
| G 101-21515 SALES TAXES PAYABLE | PETERSON, CHRISTOPHER | TAX REFUND FOR PICKLEBALL COURTS | \$1.50 |
| R 101-46720 PARK RENTALS | PETERSON, CHRISTOPHER | FEE REFUND FOR PICKLEBALL COURTS | \$30.00 |
| | | | \$2,529.83 |
| AMBULANCE | | | |
| E 101-52300-300 OPERATING SUPPLIES/EXPENSES | HENRY SCHEIN INC. | VARIOUS MEDICAL SUPPLIES | \$112.61 |
| E 101-52300-300 OPERATING SUPPLIES/EXPENSES | HENRY SCHEIN INC. | VARIOUS MEDICAL SUPPLIES | \$97.26 |
| E 101-52300-800 CAPITAL OUTLAY | MACQUEEN EMERGENCY | EMS TURN OUT GEAR | \$13,939.16 |
| E 101-52300-300 OPERATING SUPPLIES/EXPENSES | MACQUEEN EMERGENCY | GAS DETECTOR | \$232.00 |
| E 101-52300-290 OUTSIDE SERVICES/CONTRACTS | ONTECH SYSTEMS, INC | IT SERVICES | \$37.50 |
| E 101-52300-300 OPERATING SUPPLIES/EXPENSES | PROHEALTH PHARMACY OCON | PHARMACEUTICALS | \$469.87 |
| E 101-52300-300 OPERATING SUPPLIES/EXPENSES | TELEFLEX | VARIOUS MEDICAL SUPPLIES | \$429.50 |
| E 101-52300-300 OPERATING SUPPLIES/EXPENSES | WAUKESHA CTY EMERGENCY MAN | ID CARDS | \$5.20 |
| AMBULANCE | | | \$15,323.10 |
| CORPORATE RESERVE EXPENSES | | | |
| E 402-59900-840 PUBLIC WORKS EXPENSE | BROOKS TRACTOR INC | ENGINE FOR LEAF VAC | \$12,993.83 |
| CORPORATE RESERVE EXPENSES | | | \$12,993.83 |
| DOWNTOWN SIDEWALK REPAIR | | | |
| E 401-79280-285 CONSTRUCTION COSTS | OZINGA | STORM BASIN CONCRETE SLABS | \$1,426.00 |
| E 401-79280-285 CONSTRUCTION COSTS | OZINGA | STORM BASIN CONCRETE SLABS | \$1,334.50 |

| Account Descr | Search Name | Comments | Amount |
|---|--------------------------------|----------------------------------|-------------|
| DOWNTOWN SIDEWALK REPAIR | | | \$2,760.50 |
| ECONOMIC DEVELOPMENT | | | |
| E 804-56700-722 WEB SITE DEVELOPMENT | CYBERLYNK | WEBSITE/ UPDATED FRONT PAGE | \$468.75 |
| ECONOMIC DEVELOPMENT | | | \$468.75 |
| FINANCIAL ADMINISTRATION | | | |
| E 101-51500-500 PROPERTY ASSESSMENT | ASSESSMENT TECHNOLOGIES LLC | ANNUAL ASSESSOR FEES AUGUST | \$4,587.50 |
| E 101-51500-500 PROPERTY ASSESSMENT | ASSESSMENT TECHNOLOGIES LLC | ANNUAL ASSESSOR FEES JULY | \$4,587.50 |
| E 101-51500-290 OUTSIDE SERVICES/CONTRACTS | DIVERSIFIED BENEFIT SERVICES | AUGUST FSA FEES | \$95.89 |
| E 101-51500-290 OUTSIDE SERVICES/CONTRACTS | ONTECH SYSTEMS, INC | CLOUD BACKUP | \$40.00 |
| E 101-51500-290 OUTSIDE SERVICES/CONTRACTS | ONTECH SYSTEMS, INC | IT SERVICES | \$307.04 |
| E 101-51500-530 TAX BILLING/TAX ROLL | WAUKESHA CTY TREASURER | TAX BILLING | \$3,470.97 |
| FINANCIAL ADMINISTRATION | | | \$13,088.90 |
| FIRE PROTECTION | | | |
| E 101-52200-255 BLDGS/GROUNDS | HOME DEPOT | SHIM/ OSB | \$57.83 |
| E 101-52200-300 OPERATING SUPPLIES/EXPENSES | KROENING, PETER | REIMBURSEMENT FOR WOOD FOR PROPS | \$81.51 |
| E 101-52200-800 CAPITAL OUTLAY | MACQUEEN EMERGENCY | GEAR FOR LT QUINT | \$3,617.95 |
| E 101-52200-300 OPERATING SUPPLIES/EXPENSES | MACQUEEN EMERGENCY | GEAR REPAIRS | \$83.45 |
| E 101-52200-290 OUTSIDE SERVICES/CONTRACTS | ONTECH SYSTEMS, INC | IT SERVICES | \$37.50 |
| E 101-52200-290 OUTSIDE SERVICES/CONTRACTS | ONTECH SYSTEMS, INC | CLOUD BACKUP | \$40.00 |
| E 101-52200-300 OPERATING SUPPLIES/EXPENSES | WAUKESHA CTY TREASURER | PROGRAMMING | \$57.18 |
| FIRE PROTECTION | | | \$3,975.42 |
| GENERAL ADMINISTRATION | | | |
| E 101-51400-290 OUTSIDE SERVICES/CONTRACTS | ONTECH SYSTEMS, INC | IT SERVICES | \$600.00 |
| E 101-51400-210 LEGAL SERVICES | VON BRIESEN & ROPER | LEGAL FEES | \$8,277.28 |
| E 101-51400-210 LEGAL SERVICES | VON BRIESEN & ROPER | | \$1,897.50 |
| GENERAL ADMINISTRATION | | | \$10,774.78 |
| IMPACT FEE EXPENSES | | | |
| E 206-59000-960 USE OF PARK IMPACT FEES | CENTURY FENCE CO | NEW COURT FENCING | \$27,360.00 |
| IMPACT FEE EXPENSES | | | \$27,360.00 |
| INSPECTION | | | |
| E 101-52400-290 OUTSIDE SERVICES/CONTRACTS | WISCONSIN BUILDING INSPECTIONS | JULY PERMITS | \$15,782.55 |
| INSPECTION | | | \$15,782.55 |
| LAW ENFORCEMENT | | | |
| E 101-52100-300 OPERATING SUPPLIES/EXPENSES | ADVANTAGE POLICE SUPPLY | STEEL PLATES | \$540.00 |
| E 101-52100-360 VEHICLE MAINT/EXPENSE | HARTLAND SERVICE INC | SQ#6 OIL CHANGE | \$51.98 |

| Account Descr | Search Name | Comments | Amount |
|---|-----------------------------|---|--------------------|
| E 101-52100-300 OPERATING SUPPLIES/EXPENSES | OFFICE PRO INC | PAPER PLATES/ PLASTICWARE | \$320.68 |
| E 101-52100-300 OPERATING SUPPLIES/EXPENSES | ONTECH SYSTEMS, INC | HP PROBOOK NOTEBOOK | \$2,784.00 |
| E 101-52100-290 OUTSIDE SERVICES/CONTRACTS | ONTECH SYSTEMS, INC | IT SERVICES | \$787.50 |
| LAW ENFORCEMENT | | | <u>\$4,484.16</u> |
| LIBRARY | | | |
| E 101-55110-255 BLDGS/GROUNDS | BIEBELS TRUE VALUE | COUPLING | \$12.26 |
| E 101-55110-255 BLDGS/GROUNDS | BIEBELS TRUE VALUE | CUT PIPE | \$47.92 |
| E 101-55110-310 BOOKS & MATERIALS | GALE/CENGAGE LEARNING | BOOKS | \$52.46 |
| E 101-55110-310 BOOKS & MATERIALS | GALE/CENGAGE LEARNING | BOOKS | \$253.30 |
| E 101-55110-290 OUTSIDE SERVICES/CONTRACTS | GUETZKE & ASSOCIATES, INC. | FIRE ALARM MONITORING | \$365.00 |
| E 101-55110-290 OUTSIDE SERVICES/CONTRACTS | RICOH AMERICAS CORP | COPIER SERVICES | \$73.17 |
| LIBRARY | | | <u>\$804.11</u> |
| MUNICIPAL BUILDING | | | |
| E 101-51600-290 OUTSIDE SERVICES/CONTRACTS | GUETZKE & ASSOCIATES, INC. | FIRE ALARM MONITORING | \$365.00 |
| E 101-51600-255 BLDGS/GROUNDS | HOME DEPOT | LIGHTS | \$209.91 |
| MUNICIPAL BUILDING | | | <u>\$574.91</u> |
| PARKS | | | |
| E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE | ABLE PLUMBING | DRAIN CLEANER | \$263.52 |
| E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE | ABLE PLUMBING | PAY BY CHECK | -\$2.64 |
| E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE | ALL-WAYS CONTRACTORS INC | TOP SOIL | \$525.00 |
| E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE | BIEBELS TRUE VALUE | CLEANING SUPPLIES | \$37.72 |
| E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE | BIEBELS TRUE VALUE | CONCRETE DRILL BIT | \$12.57 |
| E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE | HOME DEPOT | BLADES | \$47.44 |
| E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE | HOME DEPOT | GROUT FOR STAGE | \$20.82 |
| E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE | HOME DEPOT | QUIKRETE | \$6.26 |
| E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE | KIMBALL MIDWEST | VARIOUS HARDWARE | \$329.73 |
| E 101-55200-800 CAPITAL OUTLAY | MIDWEST ATHLETIC FIELDS LLC | RECONSTRUCTION OF PENBROOK BASEBALL FIELD | \$18,950.00 |
| E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE | NORTH WOODS CHEMICAL CORP. | DEGREASERS/ HAND SANITIZERS | \$807.00 |
| E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE | PORT-A-JOHN | PORTABLE RESTROOMS | \$278.00 |
| PARKS | | | <u>\$21,275.42</u> |
| PUBLIC WORKS | | | |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | BUMPER TO BUMPER | WASHER FLUID | \$32.34 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | BUMPER TO BUMPER | VARIOUS FILTERS/ SEALANT/ CLEANER | \$516.52 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | EH WOLF | NO LEAD FUEL | \$1,328.47 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | EH WOLF | PDFD FUEL | \$972.87 |
| E 101-53000-290 OUTSIDE SERVICES/CONTRACTS | GUETZKE & ASSOCIATES, INC. | FIRE ALARM MONITORING | \$365.00 |
| E 101-53000-420 STORM SEWER | HALQUIST STONE CO INC | CRUSHED BANK/ HAUL CONCRETE/ASPHALT | \$216.55 |

| Account Descr | Search Name | Comments | Amount |
|---|-------------------------------|--|--------------------|
| E 101-53000-420 STORM SEWER | HALQUIST STONE CO INC | CRUSHED BANK/ HAUL CONCRETE/ASPHALT | \$537.84 |
| E 101-53000-420 STORM SEWER | HALQUIST STONE CO INC | ROAD GRAVEL | \$152.20 |
| E 101-53000-420 STORM SEWER | HALQUIST STONE CO INC | CRUSHED BANK/ HAUL CONCRETE/ASPHALT | \$121.51 |
| E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE | HOME DEPOT | LUMBER AND LOCK SET FOR STORAGE | \$245.64 |
| E 101-53000-420 STORM SEWER | HOME DEPOT | CONCRETE | \$189.07 |
| E 101-53000-180 OTHER BENEFITS | ITU ABSORBTECH INC | UNIFORM SERVICES | \$172.96 |
| E 101-53000-180 OTHER BENEFITS | ITU ABSORBTECH INC | UNIFORM SERVICES | \$116.70 |
| E 101-53000-290 OUTSIDE SERVICES/CONTRACTS | LAKE COUNTRY FINE ARTS SCHOOL | MAGICAL FAIRY HOUSE | \$120.00 |
| E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE | MENARDS- PEWAUKEE | WIRE | -\$170.00 |
| E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE | MENARDS- PEWAUKEE | WIRE | \$674.00 |
| E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE | MENARDS- PEWAUKEE | CONDUITS | \$748.39 |
| E 101-53000-300 OPERATING SUPPLIES/EXPENSES | OZINGA MATERIALS | CONCRETE BLOCKS FOR PARADE | \$372.00 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | POMPS TIRE SERVICE INC | TURF TIRES | \$435.00 |
| E 101-53000-410 STREETS GEN MAINT | STARK PAVEMENT CORPORATION | ASPHALT | \$68.60 |
| E 101-53000-235 STREET SWEEPING | STRIETER FARM TRUCK SERVICE | HAUL SWEEPINGS | \$461.25 |
| E 101-53000-420 STORM SEWER | STRIETER FARM TRUCK SERVICE | HAUL SWEEPINGS | \$461.25 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | TRUCK COUNTRY OF WISCONSIN | TURBO ACTUATOR | \$4,320.80 |
| E 101-53000-420 STORM SEWER | WAUKESHA CTY TREASURER | STORMWATER EDUCATION | \$2,931.00 |
| E 101-53000-345 STAFF EDUCATION/TRAINING | WI DNR | MUNICIPAL WATERWORKS CERTIFICATION LJ/CB | \$90.00 |
| E 101-53000-420 STORM SEWER | WISCONSIN CONTRACTORS SUPPLY | CONCRETE PINS | \$126.90 |
| PUBLIC WORKS | | | <u>\$15,606.86</u> |
| RECREATION PROGRAMS/EVENTS | | | |
| E 101-55300-304 TBALL | AVALON GRAPHICS LLC | T-BALL SIGNS | \$104.00 |
| E 101-55300-303 SUMMER REC EXPENSES | DOUSMAN TRANSPORT | SUMMER CAMP FIELD TRIP BUSSING | \$182.50 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | LAKE COUNTRY FINE ARTS SCHOOL | GLASS FUSING CAMP | \$936.00 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | MULLEN, JENNIFER | MIXED MEDIA COLLAGE | \$180.00 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | NAGAWICKA YACHT CLUB | ADULT LEARN TO SAIL | \$1,000.00 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | PEWAUKEE PARK & REC | NINJA WARRIOR CAMP | \$150.00 |
| E 101-55300-303 SUMMER REC EXPENSES | RENNEKAMP, SARA | SUMMER CAMP COOKIES AND MILK/ TIE DYE | \$69.89 |
| E 101-55300-312 SPLASHPAD EXPENSES | RUNDLE-SPENCE MFG CO | PLUMBING PARTS | \$30.92 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | WAUKESHA CTY TREASURER | LEARN TO SKATE | \$600.00 |
| RECREATION PROGRAMS/EVENTS | | | <u>\$3,253.31</u> |
| SEWER SERVICE | | | |
| E 204-53610-290 OUTSIDE SERVICES/CONTRACTS | DIVERSIFIED BENEFIT SERVICES | AUGUST FSA FEES | \$14.75 |
| E 204-53610-290 OUTSIDE SERVICES/CONTRACTS | ONTECH SYSTEMS, INC | WIRELESS ACCESS POINT | \$104.50 |
| E 204-53610-290 OUTSIDE SERVICES/CONTRACTS | ONTECH SYSTEMS, INC | CLOUD BACKUP | \$40.00 |
| E 204-53610-290 OUTSIDE SERVICES/CONTRACTS | ONTECH SYSTEMS, INC | IT SERVICES | \$112.50 |
| SEWER SERVICE | | | <u>\$271.75</u> |

| Account Descr | Search Name | Comments | Amount |
|---|------------------------------|--|---------------------|
| TRUSTEES | | | |
| E 101-51100-300 OPERATING SUPPLIES/EXPENSES | BUILDING SERVICE INC | BOARD ROOM SIGNAGE | \$188.92 |
| TRUSTEES | | | <u>\$188.92</u> |
| UNBUDGETED | | | |
| E 401-57300-290 OUTSIDE SERVICES/CONTRACTS | EHLERS & ASSOCIATES | THREE LEAF COMMUNICATIONS AND REVIEW | \$2,385.00 |
| UNBUDGETED | | | <u>\$2,385.00</u> |
| WATER UTILITY | | | |
| E 620-53700-681 COMPUTERS & SOFTWARE | BIEBELS TRUE VALUE | CREDIT ON ACCT (APPLIED TO INV 175855) | -\$16.09 |
| E 620-53700-681 COMPUTERS & SOFTWARE | BIEBELS TRUE VALUE | ALU SERVICE CAP | \$16.15 |
| E 620-53700-923 OUTSIDE SERVICES | DIVERSIFIED BENEFIT SERVICES | AUGUST FSA FEES | \$36.88 |
| E 620-53700-679 STRUCTURES & IMPROVEMENTS | GLOBAL INDUSTRIAL | DEHUMIDIFIERS FOR WELL HOUSES | \$3,540.99 |
| E 620-53700-923 OUTSIDE SERVICES | ONTECH SYSTEMS, INC | CLOUD BACKUP | \$40.00 |
| E 620-53700-923 OUTSIDE SERVICES | ONTECH SYSTEMS, INC | IT SERVICES | \$112.50 |
| E 620-53700-923 OUTSIDE SERVICES | ONTECH SYSTEMS, INC | WIRELESS ACCESS POINT | \$104.50 |
| WATER UTILITY | | | <u>\$3,834.93</u> |
| | | | <u>\$157,737.03</u> |

VILLAGE OF HARTLAND
LICENSES AND PERMITS
August 28, 2023

Bartender (Operator's) Licenses

Megan Rose Murphy

The applicants have successfully completed the Responsible Beverage Servers Course. The Chief of Police has reviewed the applications and approves them after deeming the requests to be in compliance with Wis. Stats. § 125.04(5).

Fireworks Permit

Applicant: Lake Country Lutheran High School

Location: Football Field

Date: September 29, 2023

The application has been approved by Fire Chief Jambretz. The Police Department has been advised.



APPLICATION FOR FIREWORKS PERMIT

Application is being made under Municipal Code Sec. 38-3 – Sale and discharge of fireworks prohibited

Applicant: Lake Country Lutheran High School

Address: 401 Campus Drive, Hartland, WI 53029

Phone Number: 262-367-8600 Email: SDEBRAAL@LHSAGM.ORG

Location of display: Football Field at Lake Country Lutheran High School

Date/time of display: Friday, September 29, 2023 - between 6:50pm - 7:10pm

Please provide the following information as an attachment to this application:

Certificate of liability insurance with the Village of Hartland named as additional insured in the amount of \$1,000,000.

I hereby apply for a Fireworks Permit subject to Section 38-3 of the Village of Hartland Municipal Code and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State or Local, affecting the discharge of fireworks if a permit is granted to me.

The permit shall, if issued, be from the date of its issuance unless otherwise approved by the Village Board for a specific period of time or the permit is revoked for cause by the Village Board. I further certify that I am over 18 years of age as a fireworks permit may not be issued to a minor.

Applicant's Signature: Shari S. DeBraal Date: 8/21/2023

For Staff Use Only:

Village Board Approval: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/4/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | | | |
|---|--|---|------------------------------------|
| PRODUCER The Partners Group Ltd 1111 Lake Washington Blvd N. Suite 400 Renton WA 98056 | CONTACT NAME: Janet Nau PHONE (A/C. No. Ext): 425-455-5640 E-MAIL ADDRESS: jnau@tpgrp.com | | FAX (A/C. No): 425-455-6727 |
| | INSURER(S) AFFORDING COVERAGE | | NAIC # |
| INSURED Wolverine Fireworks Display, Inc. 205 West Seidlers Road Kawkawlin MI 48631 | 14347 | INSURER A : Everest Indemnity Insurance Co INSURER B : Everest Denali Insurance Company INSURER C : Arch Specialty Insurance Company INSURER D : INSURER E : INSURER F : | 10851 16044 21199 |

COVERAGES

CERTIFICATE NUMBER: 1243556307

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSR | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | |
|----------|---|-----------|----------|---------------|-------------------------|-------------------------|---|--------------|
| A | GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC | Y | | SI8GL02099231 | 2/1/2023 | 2/1/2024 | EACH OCCURRENCE | \$ 1,000,000 |
| | | | | | | | DAMAGE TO RENTED PREMISES (Ea occurrence) | \$ 500,000 |
| | | | | | | | MED EXP (Any one person) | \$ Excluded |
| | | | | | | | PERSONAL & ADV INJURY | \$ 1,000,000 |
| | | | | | | | GENERAL AGGREGATE | \$ 2,000,000 |
| | | | | | | | PRODUCTS - COMP/OP AGG | \$ 2,000,000 |
| | | | | | | | | \$ |
| B | AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS | | | SI8CA00274231 | 2/1/2023 | 2/1/2024 | COMBINED SINGLE LIMIT (Ea accident) | \$ 1,000,000 |
| | | | | | | | BODILY INJURY (Per person) | \$ |
| | | | | | | | BODILY INJURY (Per accident) | \$ |
| | | | | | | | PROPERTY DAMAGE (Per accident) | \$ |
| | | | | | | | | \$ |
| C | <input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED <input type="checkbox"/> RETENTION \$ | | | UXP104806301 | 2/1/2023 | 2/1/2024 | EACH OCCURRENCE | \$ 4,000,000 |
| | | | | | | | AGGREGATE | \$ 4,000,000 |
| | | | | | | | | \$ |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | Y/N | N/A | | | | WC STATUTORY LIMITS | OTHER |
| | | | | | | | E.L. EACH ACCIDENT | \$ |
| | | | | | | | E.L. DISEASE - EA EMPLOYEE | \$ |
| | | | | | | | E.L. DISEASE - POLICY LIMIT | \$ |
| A | Excess Liability - Occurrence | | | SI8EX01908231 | 2/1/2023 | 2/1/2024 | Each Occurrence | \$5,000,000 |
| | | | | | | | Aggregate | \$5,000,000 |

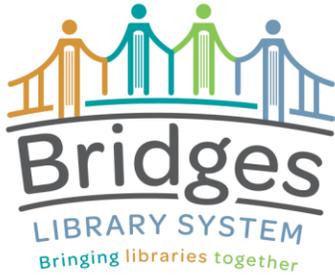
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

The following are included as Additional Insured on General Liability as their interest may appear as respects operations performed by or on behalf of the Named Insured per form ECG 20592 0509 attached:
 Show Date: Martin Luther HS- 9/22/23 , Milwaukee Lutheran HS-9/22/23 and Lake Country Lutheran HS 9/29/23
 Show Location: Martin Luther HS Practice Field: 5201 S 76th St, Greendale, WI 53129,
 Milwaukee Lutheran H.S. Practice Field: 9700 W. Grandtosa Dr, Milwaukee WI 53222
 Lake Country Lutheran HS Practice Field: 401 Campus Drive, Hartland WI 53029
 Additional Insured(s): he Lutheran High School Association of Greater Milwaukee, Milwaukee Lutheran High School, Martin Luther High School, Lake Country Lutheran High School, City of Milwaukee, City of Greendale, CFO Cole Braun, Village of Hartland,

CERTIFICATE HOLDER**CANCELLATION**

| | |
|---|---|
| The Lutheran High School Association of Greater Milwaukee 10427 W. Lincoln Ave., Ste 1300 West Allis WI 53227 | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE  |
|---|---|

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741 N. Grand Ave., #210
Waukesha, WI 53186

P 262.896.8080
W bridgeslibrarysystem.org

To: Chief Elected Officials/Administrators in Municipalities with Libraries, Library Directors
From: Karol Kennedy, Bridges Library System Director
Re: Waukesha County Library Tax Exemption Notice
Date: August 16, 2023

Annually Waukesha County sets a special levy for library services. The funds are distributed to the county's public libraries to compensate them for use by non-residents. State law (ss. 43.64(2) Wisc. Statutes) provides that municipalities with libraries may avoid double taxation and exempt themselves from this special levy if they meet certain conditions:

- Exempting library municipalities must levy and expend an amount equal to or greater than the mill rate set by Waukesha County in the preceding year with the exception of joint libraries whose participating municipalities have an alternate option for exempting which is to levy and expend an amount not less than the average of the previous 3 years (ss.43.64 (2)(c)).
- Exempting library communities are required to provide written notification to the county annually.
- The County Code requires that the notification be from the **local governing body** rather than from the clerk alone.
- The County Code also requires a deadline of September 30 so that the County Executive Budget available to supervisors and the general public can properly reflect the county library taxation levels in the Adopted Budget in November.
- Exempting communities must also have a library that meets or exceeds minimum service levels and quality assurance standards (included in the Waukesha County Library Services Plan and formally adopted by the Waukesha County Board of Supervisors in 2022) which are certified by the library board. (The libraries have already received their standards certification letters.)

If you would like to exempt your municipality from the Waukesha County library tax, the form (on page 2), ***Request for Exemption from Waukesha County Library Levy 2023 Tax for 2024 Purposes*** must be completed, approved by the municipality's governing body, signed, and returned to Bridges Library System no later than September 30, 2023. A copy of your adopted municipal ordinance or resolution certifying that your library appropriation meets or exceeds the requirements is also required. Email submission is acceptable as long as the form includes the actual signature.

Thank you for providing library services to our citizens. Strong libraries build strong communities and your commitment to support your library is vital and valued!

Serving the libraries of Waukesha and Jefferson Counties

OUR MISSION: Improving member libraries through leadership, collaboration, & support

**Request for Exemption from Waukesha County Library Levy
2023 Tax for 2024 Purposes**

Name of Community:

Name of library:

We recognize that, pursuant to 43.64 of Wisconsin Statutes, to obtain an exemption from the 2023 county library levy for 2024 purposes, the municipality must certify that during budget year 2024, its library will be provided and be allowed to expend no less than the county library tax rate in the prior year, \$0.215554 per \$1,000 Equalized Value.

In the case of a joint library, an alternate exemption option exists pursuant to ss 43.64 (2) (c). Under this language, each participating municipality in the joint library has the option to certify that during its budget year 2024, the library will be provided and allowed to expend no less than the average of the funding levels of the previous 3 years.

We further recognize that, pursuant to state law, listed funding must be only from municipal sources, not the entire library budget. Reported amounts must exclude fines, fees, and other revenues. Capital expenditures are excluded as well.

I am authorized to certify that the governing body of the municipality has enacted an ordinance or resolution pledging that it will appropriate and allow the library to expend no less than a rate of \$0.215554 per \$1,000 of the actual state Equalized Value amount for the community that was published by the state on August 15, 2023 or, in the case of a joint library whose municipality may choose this option, that the participating municipality will appropriate and allow the library to expend no less than the average of the funding levels of the previous 3 years.

The community meets its requirement stated above and is therefore eligible for exemption from the 2023 Waukesha County library levy.

Name and Title of Person filling out this form:

Signature

Date

This form, along with a copy of the municipal resolution/ordinance, must be filed no later than September 30, 2023.

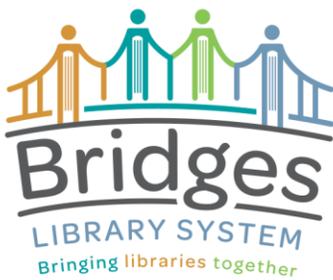
Send to:

Bridges Library System

741 N. Grand Avenue, Suite 210

Waukesha, WI 53186

Or email to kkennedy@bridgeslibrarysystem.org



741 N. Grand Ave., #210
Waukesha, WI 53186

P 262.896.8080
W bridgeslibrarysystem.org

To: Waukesha County Library Directors
From: Karol Kennedy, Bridges Library System Director
Re: Minimum Municipal Appropriation to Exempt from County Library Tax
Date: August 16, 2023

Please see the chart below for your municipality’s necessary minimum library appropriation for 2024 to qualify for exemption from the county library tax. The calculation for each municipality’s minimum amount is based on the county library tax rate from the previous year and the equalized assessed value for each municipality in the current year. The county library tax rate decreased from \$0.000229096 to \$0.000215554 from the previous year. However, all Waukesha County municipalities with libraries had increases in their [equalized assessed value](#). Please contact me if you have any questions.

| Library | 2023 Equalized Value (less TID) in Municipalities with Libraries | % Change in Equalized Value from Prior Year | County Library Tax Rate (for 2023 levy) | 2024 Minimum Municipal Library Appropriation* | % Change in Minimum Appropriation from Prior Year |
|-------------------|--|---|---|---|---|
| Big Bend | \$246,875,700 | 6.89% | \$0.000215554 | \$53,215 | 0.57% |
| Brookfield | \$9,686,972,300 | 10.58% | \$0.000215554 | \$2,088,067 | 4.04% |
| Butler | \$342,945,300 | 11.27% | \$0.000215554 | \$73,923 | 4.69% |
| Delafield | \$2,296,608,200 | 18.91% | \$0.000215554 | \$495,043 | 11.88% |
| Eagle Village* | \$310,325,400 | 16.43% | \$0.000215554 | \$66,892 | 9.55% |
| Eagle Town* | \$803,590,500 | 16.19% | \$0.000215554 | \$173,217 | 9.32% |
| Elm Grove | \$1,551,074,200 | 7.83% | \$0.000215554 | \$334,340 | 1.46% |
| Hartland | \$1,978,416,400 | 14.54% | \$0.000215554 | \$426,456 | 7.77% |
| Menomonee Falls | \$7,307,647,500 | 11.84% | \$0.000215554 | \$1,575,193 | 5.22% |
| Mukwonago | \$1,243,022,000 | 15.76% | \$0.000215554 | \$267,938 | 8.91% |
| Muskego | \$4,659,476,300 | 13.95% | \$0.000215554 | \$1,004,369 | 7.22% |
| New Berlin | \$7,796,566,900 | 10.54% | \$0.000215554 | \$1,680,582 | 4.00% |
| North Lake | \$2,680,122,200 | 17.78% | \$0.000215554 | \$577,711 | 10.81% |
| Oconomowoc | \$3,576,119,500 | 17.54% | \$0.000215554 | \$770,847 | 10.59% |
| Pewaukee Village* | \$1,343,776,000 | 15.45% | \$0.000215554 | \$289,656 | 8.63% |
| Pewaukee City* | \$4,856,403,000 | 17.37% | \$0.000215554 | \$1,046,818 | 10.43% |
| Sussex | \$2,131,342,400 | 16.59% | \$0.000215554 | \$459,420 | 9.70% |
| Waukesha | \$9,081,877,900 | 9.03% | \$0.000215554 | \$1,957,636 | 2.59% |

*Joint libraries may use an alternative calculation described in Wis. Stats. 43.64 (2) (c).

**Notice of Public Hearing
Village of Hartland, Wisconsin
Village Floodplain Zoning Ordinance
Monday, August 28, 2023
6:30 p.m.**

Board Room, Municipal Building, 210 Cottonwood Ave.

NOTICE IS HEREBY GIVEN that a public hearing will be held on **Monday, August 28, 2023, at 6:30 P.M.** at the Village Hall, 210 Cottonwood Ave, Hartland, WI. before the Village of Hartland Board of Trustees, to solicit comments on proposed floodplain zoning ordinance and map revisions that are required by state and federal law. These revisions govern development in mapped floodplain areas. The proposed ordinance/ map revisions are on file in the office of the Village Clerk.

The proposed regulations are intended to protect life, health and property in floodplain areas and will govern uses permitted in mapped floodplains. Activities such as dredging, filling, excavating and construction of buildings are generally allowed, but may be restricted according to which flood zone the property is in. A copy of the proposed ordinance will be on file and open for public inspection in the office of the Village Clerk for a period of two weeks prior to this Public Hearing.

All persons interested are invited to attend this hearing and be heard. Written comments may be submitted to the Village Clerk at 210 Cottonwood Ave, Hartland, WI 53029.

Publish: 8/15/23, 8/19/23

FLOODPLAIN ARTICLE FOR VILLAGE OF HARTLAND

Anticipated to be Effective: September 11, 2023

STATE OF WISCONSIN WAUKESHA COUNTY VILLAGE OF HARTLAND

ARTICLE NO. 882-23

AN ARTICLE REPEALING AND REPLACING Article X OF THE VILLAGE OF HARTLAND CODE OF ARTICLES REGULATING ZONING

THE BOARD OF TRUSTEES OF THE VILLAGE OF HARTLAND DO ORDAIN AS FOLLOWS:

SECTION 1: Article X of the Village of Hartland Articles is hereby repealed and recreated to read as follows, subject to the (a) re-numbering, (b) re-referencing of subsections contained in this draft and stated as being within Article X and (c) repagination by the Municipal Code Corporation within recreated Article X in conformity with the current numbering organization format used in the current Hartland Code of Articles:

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46-1067 STATUTORY AUTHORIZATION

This article is adopted pursuant to the authorization in Wis. Stats. §§ 61.35 and 62.23, for villages and cities and the requirements in Wis. Stat. § 87.30.

1.2 FINDING OF FACT

Uncontrolled development and use of the floodplains and rivers of the village would impair the public health, safety, convenience, general welfare, and tax base.

1.3 STATEMENT OF PURPOSE

This article is intended to regulate floodplain development to:

- (1) Protect life, health and property;
- (2) Minimize expenditures of public funds for flood control projects;
- (3) Minimize rescue and relief efforts undertaken at the expense of the taxpayers;
- (4) Minimize business interruptions and other economic disruptions;
- (5) Minimize damage to public facilities in the floodplain;
- (6) Minimize the occurrence of future flood blight areas in the floodplain;
- (7) Discourage the victimization of unwary land and homebuyers;
- (8) Prevent increases in flood heights that could increase flood damage and result in conflicts between property owners; and
- (9) Discourage development in a floodplain if there is any practicable alternative to locate the activity, use or structure outside of the floodplain.

1.4 TITLE

This article shall be known as the Floodplain Zoning Article for the Village of Hartland, Wisconsin.

1.5 GENERAL PROVISIONS

(1) AREAS TO BE REGULATED

This article regulates all areas of special flood hazard identified as zones A, AO, AH, A1-30, or AE on the Flood Insurance Rate Map. Additional areas identified on maps approved by the Department of Natural Resources (DNR) and local village may also be regulated under the provisions of this article, where applicable.

(2) OFFICIAL MAPS & REVISIONS

Special Flood Hazard Areas (SFHA) are designated as zones A, A1-30, AE, AH, or AO on the Flood Insurance Rate Maps (FIRMs) based on flood hazard analyses summarized in the Flood Insurance Study (FIS) listed in subd. (a) below. Additional flood hazard areas subject to regulation under this article are identified on maps based on studies approved by the DNR and listed in subd. (b) below. These maps and revisions are on file in the office of the Village Clerk, Village of Hartland.

(a) OFFICIAL MAPS: Based on the Flood Insurance Study (FIS):

1. Flood Insurance Rate Map (FIRM), panel numbers 55133C0176J, 55133C0177J, and 55133C0181H, dated 10/19/2023;
2. Flood Insurance Rate Map (FIRM), panel numbers 55133C0063G, 55133C0064H, 55133C0068H, 55133C0178H, and 55133C0179H, dated 11/05/2014;
3. Flood Insurance Study (FIS) for Village of Hartland, 55133CV001D, 55133CV002D, 55133CV003D, 55133CV004D, and 55133CV005D, dated (10/19/2023).

Approved by: The DNR and FEMA

- (b) OFFICIAL MAPS: Based on other studies. Any maps referenced in this section must be approved by the DNR and be more restrictive than those based on the FIS at the site of the proposed development.

(3) ESTABLISHMENT OF FLOODPLAIN ZONING DISTRICTS

The flood hazard areas regulated by this article are divided into districts as follows:

- a) The Floodway District (FW), is the channel of a river or stream and those portions of the floodplain adjoining the channel required to carry the regional floodwaters, within AE Zones as shown on the FIRM, or within A Zones shown on the FIRM.
- b) The Floodfringe District (FF) is that portion of a riverine special flood hazard area outside the floodway within AE Zones on the FIRM, or, when floodway limits have been determined according to this article, within A Zones shown on the FIRM.
- c) The General Floodplain District (GFP) is those riverine areas that may be covered by floodwater during the regional flood in which a floodway boundary has not been delineated on the FIRM and also includes shallow flooding areas identified as AH and AO zones on the FIRM.

(4) LOCATING FLOODPLAIN BOUNDARIES

Discrepancies between the exterior boundaries of zones A1-30, AE, AH, or A on the official floodplain zoning map and actual field conditions may be resolved using the criteria in subd (a) or (b) below. If a significant difference exists, the map shall be amended according to Division 8 Amendments. The zoning administrator can rely on a boundary derived from a profile elevation to grant or deny a land use permit, whether or not a map amendment is required. The zoning administrator shall be responsible for documenting actual pre-development field conditions and the basis upon which the district boundary was determined. Disputes between the zoning administrator and an applicant over the district boundary line shall be settled according to s. 7.3(3) and the criteria in (a) and (b) below. Where the flood profiles are based on established base flood elevations from a FIRM, FEMA must approve any map amendment or revision pursuant to Division 8 Amendments.

- a) If flood profiles exist, the map scale and the profile elevations shall determine the district boundary. The regional or base flood elevations shall govern if there are any discrepancies.
- b) Where flood profiles do not exist for projects, including any boundary of zone A, or AO the location of the boundary shall be determined by the map scale.

(5) REMOVAL OF LANDS FROM FLOODPLAIN

- a) Compliance with the provisions of this article shall not be grounds for removing land from the floodplain unless it is filled at least two feet above the regional or base flood elevation, the fill is contiguous to land outside the floodplain, and the map is amended pursuant to Division 8 Amendments.
- b) The delineation of any of the Floodplain Districts may be revised by the village where natural or man-made changes have occurred and/or where more detailed studies have been conducted. However, prior to any such change, approval must be obtained from the Wisconsin Department of Natural Resources and Federal Emergency Management Agency. A completed Letter of Map Revision is a record of this approval. The floodplain administrator shall not sign a village acknowledgement form unless all criteria set forth in the following

paragraphs are met:

1. The land and/or land around the structure must be filled at least two feet above the regional or base flood elevation;
 2. The fill must be contiguous to land outside the floodplain; Applicant shall obtain floodplain development permit before applying for a LOMR or LOMR-F;
- c) Removal of lands from the floodplain may also occur by operation of §87.30(1)(e), Wis. Stat. if a property owner has obtained a letter of map amendment from the federal emergency management agency under 44 C.F.R. 70.

(6) COMPLIANCE

- a) No structure or use within areas regulated by this article shall hereafter be located, erected, constructed, reconstructed, repaired, extended, converted, enlarged, or altered without full compliance with the terms of these regulations and all other applicable regulations that apply to uses within the jurisdiction of these regulations.
- b) Failure to obtain a floodplain development permit shall be a violation of these regulations and shall be punishable in accordance with this article.
- c) Floodplain development permits issued on the basis of plans and applications approved by the Floodplain Administrator authorize only the use, and arrangement, set forth in such approved plans and applications, or amendments thereto if approved by the Floodplain Administrator. Use, arrangement, or construction contrary to that authorized shall be deemed a violation of these regulations and punishable in accordance with this article.

(7) MUNICIPALITIES AND STATE AGENCIES REGULATED

Unless specifically exempted by law, all cities, villages, towns, and counties are required to comply with this article and obtain all necessary permits. State agencies are required to comply if Wis. Stat. § 13.48(13) applies. The construction, reconstruction, maintenance and repair of state highways and bridges by the Wisconsin Department of Transportation is exempt when Wis. Stat. § 30.2022 applies. Although exempt from a local zoning permit and permit fees, DOT must provide sufficient project documentation and analysis to ensure that the village is in compliance with Federal, State, and local floodplain standards. If a local transportation project is located within a Zone A floodplain and is not a WisDOT project under Wis. Stat. § 30.2022, then the road project design documents (including appropriate detailed plans and profiles) may be sufficient to meet the requirements for issuance of a local floodplain permit if the following apply: The applicant provides documentation to the Floodplain Administrator that the proposed project is a culvert replacement or bridge replacement under 20' span at the same location, the project is exempt from a DNR permit under Wis. Stat. § 30.123(6)(d), the capacity is not decreased, the top road grade is not raised, and no floodway data is available from a federal, state, or other source. If floodway data is available in the impacted area from a federal, state, or other source that existing data must be utilized by the applicant in the analysis of the project site.

(8) ABROGATION AND GREATER RESTRICTIONS

- a) This article supersedes all the provisions of any municipal zoning article enacted under Wis. Stats. §§ 61.35 for villages or 87.30 for floodplains. A more restrictive article shall continue in full force and effect to the extent of the greater restrictions, but not otherwise.
- b) This article is not intended to repeal, abrogate, or impair any existing deed restrictions, covenants, or easements. If this article imposes greater restrictions, the provisions of this article shall prevail.

(9) INTERPRETATION

In their interpretation and application, the provisions of this article are the minimum requirements liberally construed in favor of the governing body and are not a limitation on or repeal of any other powers granted by the Wisconsin Statutes. If a provision of this article, required by ch. NR 116, Wis. Adm. Code, is unclear, the provision shall be interpreted in light of the standards in effect on the date of the adoption of this article or in effect on the date of the most recent text amendment to this article.

(10) WARNING AND DISCLAIMER OF LIABILITY

The flood protection standards in this article are based on engineering experience and research. Larger floods may occur, or the flood height may be increased by man-made or natural causes. This article does not imply or guarantee that non-floodplain areas or permitted floodplain uses will be free from flooding and flood damages. This article does not create liability on the part of, or a cause of action against, the village or any officer or employee thereof for any flood damage that may result from reliance on this article.

(11) SEVERABILITY

Should any portion of this article be declared unconstitutional or invalid by a court of competent jurisdiction, the remainder of this article shall not be affected.

(12) ANNEXED AREAS FOR CITIES AND VILLAGES

The Waukesha County floodplain zoning provisions in effect on the date of annexation shall remain in effect and shall be enforced by the village for all annexed areas until the village adopts and enforces an article which meets the requirements of ch. NR 116, Wis. Adm. Code and 44 CFR 59-72, *National Flood Insurance Program* (NFIP). These annexed lands are described on the village's official zoning map. County floodplain zoning provisions are incorporated by reference for the purpose of administering this section and are on file in the office of the municipal zoning administrator. All plats or maps of annexation shall show the regional flood elevation and the floodway location.

2.0 GENERAL STANDARDS APPLICABLE TO ALL FLOODPLAIN DISTRICTS

The village shall review all permit applications to determine whether proposed building sites will be reasonably safe from flooding and assure that all necessary permits have been received from those governmental agencies whose approval is required by federal or state law.

- 1) If a proposed building site is in a flood-prone area, all new construction and substantial improvements shall:
 - a. be designed and anchored to prevent flotation, collapse, or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy;
 - b. be constructed with flood-resistant materials;
 - c. be constructed by methods and practices that minimize flood damages; and
 - d. Mechanical and utility equipment must be elevated to or above the flood protection elevation.

- 2) If a subdivision or other proposed new development is in a flood-prone area, the village shall assure that:
 - a. such proposed subdivision or other proposed new development is consistent with the need to minimize flood damage within the flood-prone area;

- b. public utilities and facilities such as sewer, gas, electrical, and water systems are located and constructed to minimize or eliminate flood damage; and
- c. adequate drainage is provided to reduce exposure to flood hazards.

All subdivision proposals (including manufactured home parks) shall include regional flood elevation and floodway data for any development that meets the subdivision definition of this article and all other requirements in section 46-1091.

2.1 HYDRAULIC AND HYDROLOGIC ANALYSES

- 1) No floodplain development shall:
 - a. Obstruct flow, defined as development which blocks the conveyance of floodwaters by itself or with other development, causing any increase in the regional flood height; or
 - b. Cause any increase in the regional flood height due to floodplain storage area lost.
- 2) The zoning administrator shall deny permits if it is determined the proposed development will obstruct flow or cause any increase in the regional flood height, based on the officially adopted FIRM or other adopted map, unless the provisions of Division 8 Amendments are met.

2.2 WATERCOURSE ALTERATIONS

No land use permit to alter or relocate a watercourse in a mapped floodplain shall be issued until the local official has notified in writing all adjacent municipalities, the Department and FEMA regional offices, and required the applicant to secure all necessary state and federal permits. The standards of section 46-1073 must be met and the flood carrying capacity of any altered or relocated watercourse shall be maintained.

As soon as is practicable, but not later than six months after the date of the watercourse alteration or relocation and pursuant to Division 8 Amendments, the village shall apply for a Letter of Map Revision (LOMR) from FEMA. Any such alterations must be reviewed and approved by FEMA and the DNR through the LOMC process.

2.3 CHAPTER 30, 31, WIS. STATS., DEVELOPMENT

Development which requires a permit from the Department, under Wis. Stats. chs. 30 and 31, such as docks, piers, wharves, bridges, culverts, dams, and navigational aids, may be allowed if the necessary permits are obtained and amendments to the floodplain zoning article are made according to Division 8 Amendments.

2.4 PUBLIC OR PRIVATE CAMPGROUNDS

Public or private campgrounds shall have a low flood damage potential and shall meet the following provisions:

- 1) The campground is approved by the Department of Agriculture, Trade and Consumer Protection;
- 2) A land use permit for the campground is issued by the zoning administrator;
- 3) The character of the river system and the campground elevation are such that a 72-hour warning of an impending flood can be given to all campground occupants;
- 4) There is an adequate flood warning procedure for the campground that offers the minimum

notice required under this section to all persons in the campground. This procedure shall include a written agreement between the campground owner, the floodplain zoning agency or zoning administrator, the municipal emergency government coordinator and the chief law enforcement official which specifies the flood elevation at which evacuation shall occur, personnel responsible for monitoring flood elevations, types of warning systems to be used and the procedures for notifying at-risk parties, and the methods and personnel responsible for conducting the evacuation;

- 5) This agreement shall be for no more than one calendar year, at which time the agreement shall be reviewed and updated - by the officials identified in sub. (4) - to remain in compliance with all applicable regulations, including those of the state Department of Agriculture, Trade and Consumer Protection and all other applicable regulations;
- 6) All mobile recreational vehicles placed on site must meet one of the following:
 - a. Be fully licensed, if required, and ready for highway use; or
 - b. Not occupy any site in the campground for more than 180 consecutive days, at which time the recreational vehicle must be removed from the floodplain for a minimum of 24 hours; or
 - c. Meet the requirements in either Division 3, Division 4 or Division 5 for the floodplain district in which the structure is located;

A mobile recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick-disconnect utilities and security devices and has no permanently attached additions.

- 7) All camping units that remain on site for more than 30 days shall be issued a limited authorization by the campground operator, a written copy of which is kept on file at the campground. Such authorization shall allow placement of a camping unit consistent with Division 3, Division 4 and Division 5 and shall ensure compliance with all the provisions of this section;
- 8) The village shall monitor the limited authorizations issued by the campground operator to assure compliance with the terms of this section;
- 9) The campground shall have signs clearly posted at all entrances warning of the flood hazard and the procedures for evacuation when a flood warning is issued; and
- 10) All service facilities, including but not limited to refuse collection, electrical service, gas lines, propane tanks, sewage systems and wells shall be properly anchored and placed at or floodproofed to the flood protection elevation; and
- 11) Standards for structures in a campground:
 - a. All structures must comply with this article or meet the applicable requirements in Division 3, Division 4 and Division 5 for the floodplain district in which the structure is located;
 - b. Deck/landing-a portable landing may be allowed for a camping unit for each entry provided that the landing is not permanently attached to the ground or camping unit, is no more than 200 square feet in size, shall be portable, contain no walls or roof, and can be removed from the campground by a truck and/or trailer. Sections of such portable landings may be placed together to form a single deck not greater than 200 square feet at one entry point. Provisions for the removal of these temporary

landings during flood events must be addressed within the written agreement with the village compliant with this article. Any such deck/landing structure may be constructed at elevations lower than the flood protection elevation but must not obstruct flow of flood waters or cause any increase in flood levels during the occurrence of the regional flood.

- c. Decks/patios that are constructed completely at grade may be allowed but must also comply with applicable shoreland zoning standards.
- d. Camping equipment and appurtenant equipment in the campground may be allowed provided that the equipment is not permanently attached to the ground or camping unit, is not used as a habitable structure, and must not obstruct flow of flood waters or cause any increase in flood levels during the occurrence of the regional flood. Provisions for the removal of this equipment during flooding events shall be addressed within the written agreement with the village compliant with this article.
- e. Once a flood warning in the written agreement has been issued for the campground, the campground owner or the designated operator shall ensure that all persons, camping units, decks, camping equipment and appurtenant equipment in the campground shall be evacuated within the timelines specified within the written agreement with the village compliant with this article.

12) A land use permit shall be obtained as provided under this article before any development; repair, modification, or addition to an existing structure; or change in the use of a building or structure, including sewer and water facilities, may be initiated.

3.0 FLOODWAY DISTRICT (FW)

3.1 APPLICABILITY

This section applies to all floodway areas on the floodplain zoning maps and those identified pursuant to section 46-1087.

3.2 PERMITTED USES

The following open space uses are allowed in the Floodway District and the floodway areas of the General Floodplain District, if:

- they are not prohibited by any other article;
- they meet the standards in s. 46-1079 and 46-1080; and
- all permits or certificates have been issued according to section 46-1091.

- 1) Agricultural uses, such as: farming, outdoor plant nurseries, horticulture, viticulture, and wild crop harvesting.
- 2) Nonstructural industrial and commercial uses, such as loading areas, parking areas and airport landing strips.
- 3) Nonstructural recreational uses, such as golf courses, tennis courts, archery ranges, picnic grounds, boat ramps, swimming areas, parks, wildlife and nature preserves, game farms, fish hatcheries, shooting, trap, and skeet activities, hunting and fishing areas and hiking and horseback riding trails, subject to the fill limitations of section 1079.
- 4) Uses or structures accessory to open space uses or classified as historic structures that comply with sections 46-1079 and 46-1080.
- 5) Extraction of sand, gravel or other materials that comply with section 46-1079.

- 6) Functionally water-dependent uses, such as docks, piers or wharves, dams, flowage areas, culverts, navigational aids and river crossings of transmission lines, and pipelines that comply with Wis. Stats. chs. 30 and 31.
- 7) Public utilities, streets and bridges that comply with section 46-1079.
- 8) Portable latrines that are removed prior to flooding and systems associated with recreational areas and Department-approved campgrounds that meet the applicable provisions of local articles and Ch. SPS 383, Wis. Adm. Code.
- 9) Public or private wells used to obtain potable water for recreational areas that meet the requirements of local articles and chs. NR 811 and NR 812, Wis. Adm. Code.
- 10) Wastewater treatment ponds or facilities permitted under s. NR 110.15(3)(b), Wis. Adm. Code.
- 11) Sanitary sewer or water supply lines to service existing or proposed development located outside the floodway that complies with the regulations for the floodplain area occupied.

3.3 STANDARDS FOR DEVELOPMENT IN THE FLOODWAY

1) GENERAL

- a. Any development in the floodway shall comply with section 46-1072 and have a low flood damage potential.
- b. Applicants shall provide an analysis calculating the effects of this proposal on the regional flood height to determine the effects of the proposal according to section 46-1073. The analysis must be completed by a registered professional engineer in the state of Wisconsin.
- c. Any encroachment in the regulatory floodway is prohibited unless the data submitted for the above demonstrates that the encroachment will cause no increase in flood elevations in flood events up to the base flood at any location or removes the encroached area from the regulatory floodway as provided in this article.

2) STRUCTURES

Structures accessory to permanent open space uses, including utility and sanitary facilities, or functionally dependent on a waterfront location may be allowed by permit if the structures comply with the following criteria:

- a. Not designed for human habitation, does not have a high flood damage potential and is constructed to minimize flood damage;
- b. Shall either have the lowest floor elevated to or above the flood protection elevation or shall meet all the following standards:
 1. Have the lowest floor elevated to or above the regional flood elevation and be dry floodproofed so that the structure is watertight with walls substantially impermeable to the passage of water and completely dry to the flood protection elevation without human intervention during flooding;
 2. Have structural components capable of meeting all provisions of this article and;
 3. Be certified by a registered professional engineer or architect, through the use of a Federal Emergency Management Agency Floodproofing Certificate, that the design

and methods of construction are in accordance with this article.

- c. Must be anchored to resist flotation, collapse, and lateral movement;
 - d. Mechanical and utility equipment must be elevated to or above the flood protection elevation; and
 - e. Must not obstruct flow of flood waters or cause any increase in flood levels during the occurrence of the regional flood.
 - f. For a structure designed to allow the automatic entry of floodwaters below the Regional Flood Elevation, the applicant shall submit a plan that meets this article and meets or exceeds the following standards:
 - 1. The lowest floor must be elevated to or above the regional flood elevation;
 - 2. a minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding;
 - 3. the bottom of all openings shall be no higher than one foot above the lowest adjacent grade; openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they permit the automatic entry and exit of floodwaters, otherwise must remain open.
 - 4. The use must be limited to parking, building access or limited storage.
 - g. Certification: Whenever floodproofing measures are required, a registered professional engineer or architect shall certify that the following floodproofing measures will be utilized, where appropriate, and are adequate to withstand the flood depths, pressures, velocities, impact and uplift forces and other factors associated with the regional flood:
 - 1. Reinforcement of floors and walls to resist rupture, collapse, or lateral movement caused by water pressures or debris buildup;
 - 2. Construction of wells, water supply systems and waste treatment systems so as to prevent the entrance of flood waters in such systems and must be in accordance with provisions in this article;
 - 3. Subsurface drainage systems to relieve external pressures on foundation walls and basement floors;
 - 4. Cutoff valves on sewer lines or the elimination of gravity flow basement drains; and
 - 5. Placement of utilities to or above the flood protection elevation.
- 3) PUBLIC UTILITIES, STREETS AND BRIDGES
Public utilities, streets and bridges may be allowed by permit, if:
- a. Adequate floodproofing measures are provided to the flood protection elevation; and
 - b. Construction meets the development standards of section 46-1073.
- 4) FILLS OR DEPOSITION OF MATERIALS
Fills or deposition of materials may be allowed by permit, if:
- a. The requirements of section 46-1073 are met;

- b. No material is deposited in navigable waters unless a permit is issued by the Department pursuant to Wis. Stats. ch. 30, and a permit pursuant to § 404 of the Federal Water Pollution Control Act, Amendments of 1972, 33 U.S.C. 1344 has been issued, if applicable, and all other requirements have been met;
- c. The fill or other materials will be protected against erosion by riprap, vegetative cover, sheet piling or bulkheading; and
- d. The fill is not classified as a solid or hazardous material.

3.4 PROHIBITED USES

All uses not listed as permitted uses in section 46-1076 are prohibited, including the following uses:

- 1) Habitable structures, structures with high flood damage potential, or those not associated with permanent open-space uses;
- 2) Storing materials that are buoyant, flammable, explosive, injurious to property, water quality, or human, animal, plant, fish or other aquatic life;
- 3) Uses not in harmony with or detrimental to uses permitted in the adjoining districts;
- 4) Any private or public sewage systems, except portable latrines that are removed prior to flooding and systems associated with recreational areas and Department-approved campgrounds that meet the applicable provisions of local ordinances and ch. SPS 383, Wis. Adm. Code;
- 5) Any public or private wells which are used to obtain potable water, except those for recreational areas that meet the requirements of local ordinances and chs. NR 811 and NR 812, Wis. Adm. Code;
- 6) Any solid or hazardous waste disposal sites;
- 7) Any wastewater treatment ponds or facilities, except those permitted under s. NR 110.15(3)(b), Wis. Adm. Code; and
- 8) Any sanitary sewer or water supply lines, except those to service existing or proposed development located outside the floodway which complies with the regulations for the floodplain area occupied.

4.0 FLOODFRINGE DISTRICT (FF)

4.1 APPLICABILITY

This section applies to all floodfringe areas shown on the floodplain zoning maps and those identified pursuant to section 46-1087.

4.2 PERMITTED USES

Any structure, land use, or development is allowed in the Floodfringe District if the standards in Division 6 are met, the use is not prohibited by this, or any other article or regulation and all permits or certificates specified in this article have been issued.

4.3 STANDARDS FOR DEVELOPMENT IN THE FLOODFRINGE

Section 46-1074 shall apply in addition to the following requirements according to the use requested. Any existing structure in the floodfringe must meet the requirements of Division 6;

(1) RESIDENTIAL USES

Any structure, including a manufactured home, which is to be newly constructed or moved into the floodfringe, shall meet, or exceed the following standards. Any existing structure in the floodfringe must meet the requirements of Division 6 *Uses*;

- a) All new construction, including placement of manufactured homes, and substantial improvement of residential structures, shall have the lowest floor elevated to or above the flood protection elevation on fill. The fill around the structure shall be one foot or more above the regional flood elevation extending at least 15 feet beyond the limits of the structure. No area may be removed from the floodfringe district unless it can be shown to meet this article.
- b) Notwithstanding anything herein, a basement or crawlspace floor may be placed at the regional flood elevation if the basement or crawlspace is designed to make all portions of the structure below the flood protection elevation watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy. No floor of any kind is allowed below the regional flood elevation;
- c) Contiguous dryland access shall be provided from a structure to land outside of the floodplain, except as provided herein.
- d) In developments where existing street or sewer line elevations make compliance with this article impractical, the village may permit new development and substantial improvements where roads are below the regional flood elevation, if:
 1. The village has written assurance from police, fire and emergency services that rescue, and relief will be provided to the structure(s) by wheeled vehicles during a regional flood event; or
 2. The village has a DNR-approved emergency evacuation plan that follows acceptable hazard mitigation planning guidelines.

(2) ACCESSORY STRUCTURES OR USES

In addition to s. 2.0, new construction and substantial improvements of Accessory structures shall be constructed on fill with the lowest floor at or above the regional flood elevation.

(3) COMMERCIAL USES

Any commercial structure which is erected, altered, or moved into the floodfringe shall meet the requirements of section 46-1083. Subject to the requirements of section 46-1083, storage yards, surface parking lots and other such uses may be placed at lower elevations if an adequate warning system exists to protect life and property.

(4) MANUFACTURING AND INDUSTRIAL USES

In addition to s. 2.0, any manufacturing or industrial structure which is erected, altered, or moved into the floodfringe shall have the lowest floor elevated to or above the flood protection elevation or meet the floodproofing standards in section 46-1095. Subject to the requirements of section 46-1083, storage yards, surface parking lots and other such uses may be placed at lower elevations if an adequate warning system exists to protect life and property.

(5) STORAGE OF MATERIALS

Materials that are buoyant, flammable, explosive, or injurious to property, water quality or human, animal, plant, fish, or aquatic life shall be stored at or above the flood protection elevation or floodproofed in compliance with section 46-1095. Adequate measures shall be taken to ensure that such materials will not enter the water body during flooding.

(6) PUBLIC UTILITIES, STREETS AND BRIDGES

All utilities, streets and bridges shall be designed to be compatible with comprehensive floodplain development plans; and

- a) When failure of public utilities, streets and bridges would endanger public health or safety, or where such facilities are deemed essential, construction or repair of such facilities shall only be permitted if they are designed to comply with section 46-1095.
- b) Minor roads or non-essential utilities may be constructed at lower elevations if they are designed to withstand flood forces to the regional flood elevation.

(7) SEWAGE SYSTEMS

All sewage disposal systems shall be designed to minimize or eliminate infiltration of flood water into the system, pursuant to section 46-1095, to the flood protection elevation and meet the provisions of all local ordinances and ch. SPS 383, Wis. Adm. Code.

(8) WELLS

All wells shall be designed to minimize or eliminate infiltration of flood waters into the system, pursuant to section 46-1095, to the flood protection elevation and shall meet the provisions of chs. NR 811 and NR 812, Wis. Adm. Code.

(9) SOLID WASTE DISPOSAL SITES

Disposal of solid or hazardous waste is prohibited in floodfringe areas.

(10) DEPOSITION OF MATERIALS

Any deposited material must meet all the provisions of this article.

(11) MANUFACTURED HOMES

- a) Owners or operators of all manufactured home parks and subdivisions shall provide adequate surface drainage to minimize flood damage, and prepare, secure approval, and file an evacuation plan, indicating vehicular access and escape routes, with local emergency management authorities.
- b) In existing manufactured home parks, all new homes, replacement homes on existing pads, and substantially improved homes shall:
 - 1. have the lowest floor elevated to the flood protection elevation; and
 - 2. be anchored so they do not float, collapse, or move laterally during a flood

- c) Outside of existing manufactured home parks, including new manufactured home parks and all single units outside of existing parks, all new, replacement and substantially improved manufactured homes shall meet the residential development standards for the floodfringe in section 46-1083.

(12) MOBILE RECREATIONAL VEHICLES

All mobile recreational vehicles must be on site for less than 180 consecutive days and be either:

- a) fully licensed and ready for highway use; or
- b) shall meet the elevation and anchoring requirements in section 46-1083.

A mobile recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick-disconnect utilities and security devices and has no permanently attached additions.

5.0 OTHER FLOODPLAIN DISTRICTS

5.1 GENERAL FLOODPLAIN DISTRICT (GFP)

1) APPLICABILITY

The provisions for the General Floodplain District shall apply to development in all floodplains mapped as A, AO, AH, and in AE zones within which a floodway is not delineated on the Flood Insurance Rate Maps identified in this article.

2) FLOODWAY BOUNDARIES

For proposed development in zone A, or in zone AE within which a floodway is not delineated on the Flood Insurance Rate Map identified in this article, the boundaries of the regulatory floodway shall be determined pursuant to this article. If the development is proposed to encroach upon the regulatory floodway, the development is subject to the standards of this section. If the development is located entirely within the floodfringe, the development is subject to the standards of this section.

3) PERMITTED USES

Pursuant to section 46-1087 it shall be determined whether the proposed use is located within the floodway or floodfringe. Those uses permitted in the Floodway (section 46-1078) and Floodfringe (section 46-1082) Districts are allowed within the General Floodplain District, according to the standards of section 46-1086 provided that all permits or certificates required under section 46-1091 have been issued.

4) STANDARDS FOR DEVELOPMENT IN THE GENERAL FLOODPLAIN DISTRICT

Division 3 applies to floodway areas, determined to pursuant to this article; Division 4 applies to floodfringe areas, determined to pursuant to this article.

- a) New construction and substantial improvement of structures in zone AO shall have the lowest floor, including basement, elevated:
 - 1. To or above the depth, in feet, as shown on the FIRM above the highest adjacent natural grade; or
 - 2. If the depth is not specified on the FIRM, to or above two (2) feet above the highest adjacent natural grade.

- b) New Construction and substantial improvement of structures in zone AH shall have the lowest floor, including basement, elevated to or above the flood protection elevation.
 - c) In AO/AH zones, provide adequate drainage paths to guide floodwaters around structures.
 - d) All development in zones AO and zone AH shall meet the requirements of Division 4 applicable to flood fringe areas.
- 5) **DETERMINING FLOODWAY AND FLOODFRINGE LIMITS**
 Upon receiving an application for development within zone A, or within zone AE where a floodway has not been delineated on the Flood Insurance Rate Maps, the zoning administrator shall:
- a) Require the applicant to submit two copies of an aerial photograph or a plan which shows the proposed development with respect to the general floodplain district limits, stream channel, and existing floodplain developments, along with a legal description of the property, fill limits and elevations, building floor elevations and flood proofing measures and the flood zone as shown on the FIRM.
 - b) Require the applicant to furnish any of the following information deemed necessary by the Department to evaluate the effects of the proposal upon flood height and flood flows, regional flood elevation and to determine floodway boundaries.
 - 1. A Hydrologic and Hydraulic Study as specified in section 46-1091.
 - 2. Plan (surface view) showing elevations or contours of the ground; pertinent structure, fill or storage elevations; size, location, and layout of all proposed and existing structures on the site; location and elevations of streets, water supply, and sanitary facilities; soil types and other pertinent information.
 - 3. Specifications for building construction and materials, floodproofing, filling, dredging, channel improvement, storage, water supply and sanitary facilities.

6.0 NONCONFORMING USES

6.1 GENERAL

1) Applicability

- a) The standards in this section shall apply to all uses and buildings that do not conform to the provisions contained within a floodplain zoning article or with Wis. Stat. § 87.30 and §§ NR 116.12-14, Wis. Adm. Code and 44 CFR 59-72., these standards shall apply to all modifications or additions to any nonconforming use or structure and to the use of any structure or premises which was lawful before the passage of this article or any amendment thereto. A party asserting existence of a lawfully established nonconforming use or structure has the burden of proving that the use or structure was compliant with the floodplain zoning article in effect at the time the use or structure was created.
- b) As permit applications are received for additions, modifications, or substantial improvements to nonconforming buildings in the floodplain, municipalities shall develop a list of those nonconforming buildings, their present equalized assessed value, and a list of the costs of those activities associated with changes to those buildings.

- 2) The existing lawful use of a structure or its accessory use which is not in conformity with the provisions of this article may continue subject to the following conditions:
- a) No modifications or additions to a nonconforming use or structure shall be permitted unless they comply with this article. The words "modification" and "addition" include, but are not limited to, any alteration, addition, modification, structural repair, rebuilding or replacement of any such existing use, structure or accessory structure or use. Maintenance is not considered a modification; this includes painting, decorating, paneling and other nonstructural components and the maintenance, repair or replacement of existing private sewage or water supply systems or connections to public utilities. Any costs associated with the repair of a damaged structure are not considered maintenance.

The construction of a deck that does not exceed 200 square feet and that is adjacent to the exterior wall of a principal structure is not an extension, modification, or addition. The roof of the structure may extend over a portion of the deck in order to provide safe ingress and egress to the principal structure.

- b) If a nonconforming use or the use of a nonconforming structure is discontinued for 12 consecutive months, it is no longer permitted and any future use of the property, and any structure or building thereon, shall conform to the applicable requirements of this article;
- c) The village shall keep a record which lists all nonconforming uses and nonconforming structures, their present equalized assessed value, the cost of all modifications or additions which have been permitted, and the percentage of the structure's total current value those modifications represent;
- d) No modification or addition to any nonconforming structure or any structure with a nonconforming use, which over the life of the structure would equal or exceed 50% of its present equalized assessed value, shall be allowed unless the entire structure is permanently changed to a conforming structure with a conforming use in compliance with the applicable requirements of this article. Contiguous dry land access must be provided for residential and commercial uses in compliance with section 46-1083. The costs of elevating the lowest floor of a nonconforming building or a building with a nonconforming use to the flood protection elevation are excluded from the 50% provisions of this paragraph;
- e) No maintenance on a per event basis to any nonconforming structure or any structure with a nonconforming use, the cost of which would equal or exceed 50% of its present equalized assessed value, shall be allowed unless the entire structure is permanently changed to a conforming structure with a conforming use in compliance with the applicable requirements of this article. Contiguous dry land access must be provided for residential and commercial uses in compliance with section 46-1083. Maintenance to any nonconforming structure, which does not exceed 50% of its present equalized assessed value on a per event basis, does not count against the cumulative calculations over the life of the structure for substantial improvement calculations.
- f) If on a per event basis the total value of the work being done under (d) and (e) equals or exceeds 50% of the present equalized assessed value, the work shall not be permitted unless the entire structure is permanently changed to a conforming structure with a conforming use in compliance with the applicable requirements of this article. Contiguous dry land access must be provided for residential and commercial uses in compliance with section 46-1083.
- g) Except as provided herein, if any nonconforming structure or any structure with a nonconforming use is destroyed or is substantially damaged, it cannot be replaced, reconstructed, or rebuilt unless the use and the structure meet the current ordinance

requirements. A structure is considered substantially damaged if the total cost to restore the structure to its pre-damaged condition equals or exceeds 50% of the structure's present equalized assessed value.

- h) For nonconforming buildings that are substantially damaged or destroyed by a nonflood disaster, the repair or reconstruction of any such nonconforming building shall be permitted in order to restore it to the size and use in effect prior to the damage event, provided that the following minimum requirements are met, and all required permits have been granted prior to the start of construction:

1. Residential Structures

- a. Shall have the lowest floor, including basement, elevated to or above the base flood elevation using fill, pilings, columns, posts, or perimeter walls. Perimeter walls must meet the requirements of section 46-1095.
- b. Shall be anchored to prevent flotation, collapse, or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy, and shall be constructed with methods and materials resistant to flood damage.
- c. Shall be constructed with electrical, heating, ventilation, plumbing and air conditioning equipment and other service facilities that are designed and/or elevated so as to prevent water from entering or accumulating within the components during conditions of flooding.
- d. In A Zones, obtain, review, and utilize any flood data available from a federal, state or other source.
- e. In AO Zones with no elevations specified, shall have the lowest floor, including basement, meet the standards in section 46-1086.
- f. in AO Zones, shall have adequate drainage paths around structures on slopes to guide floodwaters around and away from the structure.

2. Nonresidential Structures

- a. Shall meet the requirements of section 46-1088.
- b. Shall either have the lowest floor, including basement, elevated to or above the regional flood elevation; or, together with attendant utility and sanitary facilities, shall meet the standards in section 46-1095.
- c. In AO Zones with no elevations specified, shall have the lowest floor, including basement, meet the standards in section 46-1086.

- 3) A nonconforming historic structure may be altered if the alteration will not preclude the structure's continued designation as a historic structure, the alteration will comply with s. 3.3 (1), flood resistant materials are used, and construction practices and floodproofing methods that comply with s. 7.5 are used. Repair or rehabilitation of historic structures shall be exempt from the development standards of s. 6.1 (2)(h)1 if it is determined that the proposed repair or rehabilitation will not preclude the structure's continued designation as a historic structure and is the minimum necessary to preserve the historic character and design of the structure.

- 4) Notwithstanding anything in this chapter to the contrary, modifications, additions, maintenance, and repairs to a nonconforming building shall not be prohibited based on cost and the building's nonconforming use shall be permitted to continue if:
- a) Any living quarters in the nonconforming building are elevated to be at or above the flood protection elevation;
 - b) The lowest floor of the nonconforming building, including the basement, is elevated to or above the regional flood elevation;
 - c) The nonconforming building is permanently changed to conform to the applicable requirements of Division 2;
 - d) If the nonconforming building is in the floodway, the building is permanently changed to conform to the applicable requirements of this article. Any development that adds additional fill or creates an encroachment in the floodplain from beyond the original nonconforming structure's 3-D building envelope must determine the floodway in accordance with this article. If the encroachment is in the floodway, it must meet the standards in this article;
 - e) If the nonconforming building is in the floodfringe, the building is permanently changed to conform to the applicable requirements of this article;
 - f) Repair or reconstruction of nonconforming structures and substantial improvements of residential buildings in zones A1-30, AE, and AH must have the lowest floor (including basement) elevated to or above the base flood elevation;
 - g) Repair or reconstruction of nonconforming structures and substantial improvements of non-residential buildings in zones A1-30, AE, and AH must have the lowest floor (including basement) elevated to or above the base flood elevation, or (together with attendant utility and sanitary facilities) be designed so that below the base flood elevation the building is watertight with walls substantially impermeable to the passage of water and with structural components capable of resisting hydrostatic and hydrodynamic loads and effects of buoyancy:
 - i. Where a non-residential structure is intended to be made watertight below the base flood elevation, a registered professional engineer or architect must develop and/or review structural design, specifications, and plans for the construction, and must certify that the design and methods of construction are in accordance with accepted standards of practice for meeting the provisions herein.
 - ii. The village must maintain a record of such certification including the specific elevation to which each such structure is floodproofed;
 - h) Fully enclosed areas below the lowest floor of repair or reconstruction of nonconforming structures and substantial improvements in zones A1-30, AE, and AH that are usable solely for parking of vehicles, building access, or storage, must be designed to adequately equalize hydrostatic forces on exterior walls by allowing for the entry and exit of floodwaters. Subsequent improvements to repaired or reconstructed nonconforming structures must not increase the degree of their nonconformity. Designs for meeting this requirement must either be certified by a registered professional engineer or architect, or meet the following criteria:
 - i. A minimum of two openings into each enclosed area must be located below the base flood elevation and provide a total net area of not less than one square inch for every square foot of enclosed area.

- ii. The bottom of all openings must be no higher than one foot above the adjacent grade.
 - iii. Openings may be equipped with screens, louvers, valves, or other coverings if they permit the automatic entry and exit of floodwaters;
- i) Manufactured homes that are placed or substantially improved within zones A1-30, AE, and AH outside of a manufactured home park or subdivision, in a new manufactured home park or subdivision, in an expansion to an existing manufactured home park or subdivision, or in an existing manufactured home park or subdivision on which a manufactured home has incurred substantial damage as a result of flood, must be elevated on a permanent foundation such that the lowest floor of the manufactured home is at or above the base flood elevation, and be securely anchored to an adequately anchored foundation system to resist flotation, collapse, and lateral movement;
- j) Manufactured homes that are placed or substantially improved within zones A1-30, AE, and AH on existing sites in an existing manufactured home park that is not undergoing expansion and on which a manufactured home has not incurred substantial damage as a result of flood must be elevated so that either the lowest floor of the manufactured home is at or above the base flood elevation, or the manufactured home chassis is supported by reinforced piers or other foundation elements of at least equivalent strength that are no less than 36 inches in height above grade, and be securely anchored to an adequately anchored foundation system to resist flotation, collapse, and lateral movement;
- k) Recreational vehicles placed on sites within zones A1-30, AH, and AE must either:
 - i. Be on site for fewer than 180 consecutive days; or
 - ii. Be fully licensed and ready for highway use (a recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions); or
 - iii. Meet the elevation and anchoring requirements for manufactured homes herein;
- l) In a regulatory floodway that has been delineated on the FIRM in zone A1-30 or AE, encroachments, including repair or reconstruction of nonconforming structures, substantial improvement, or other development (including fill) must be prohibited unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment will not result in any increase in flood levels within the village during the occurrence of the base flood discharge. Subsequent improvements to repair or reconstructed nonconforming structures must not increase the degree of their nonconformity;
- m) In zone A, the village must obtain, review, and reasonably utilize any base flood elevation and floodway data available from a federal, state, or other source as criteria for requiring repair or reconstruction of nonconforming structures, substantial improvement, and other development to meet this article (inclusive) above. Any development that adds additional fill or creates an encroachment in the floodplain from beyond the original nonconforming structure's 3-D building envelope must determine the floodway in accordance with this article. If the encroachment is in the floodway, it must meet the standards in section 3.3(4). Subsequent improvements to repair or reconstructed nonconforming structures must not increase the degree of their nonconformity;

- n) In zones A1-30 or AE where a regulatory floodway has not been delineated on the FIRM, repair or reconstruction of nonconforming structures, substantial improvement, or any development that adds additional fill or creates an encroachment in the floodplain from beyond the original nonconforming structure's 3-D building envelope must determine the floodway in accordance with this article. If the encroachment is in the floodway, it must meet the standards herein. Subsequent improvements to repair or reconstructed nonconforming structures must not increase the degree of their nonconformity;
- o) In zone AO, repair or reconstruction of nonconforming structures and substantial improvements of residential structures must have the lowest floor (including basement) elevated above the highest adjacent grade at least as high as the depth number specified in feet on the FIRM (at least two feet if no depth number is specified). Subsequent improvements to repair or reconstructed nonconforming structures must not increase the degree of their nonconformity; or
- p) In zone AO, repair or reconstruction of nonconforming structures and substantial improvements of nonresidential structures must have the lowest floor (including basement) elevated above the highest adjacent grade at least as high as the depth number specified in feet on the FIRM (at least two feet if no depth number is specified), or (together with attendant utility and sanitary facilities) be structurally dry-floodproofed to that level according to the standard specified herein. Subsequent improvements to repair or reconstructed nonconforming structures must not increase the degree of their nonconformity.

6.2 FLOODWAY DISTRICT

- 1) No modification or addition shall be allowed to any nonconforming structure or any structure with a nonconforming use in the Floodway District, unless such modification or addition:
 - a) Has been granted a permit or variance which meets all ordinance requirements;
 - b) Meets the requirements of section 46-1088;
 - c) Shall not increase the obstruction to flood flows or regional flood height;
 - d) Any addition to the existing structure shall be floodproofed, pursuant to section 46-1095, by means other than the use of fill, to the flood protection elevation; and,
 - e) If any part of the foundation below the flood protection elevation is enclosed, the following standards shall apply:
 - 1. The enclosed area shall be designed by a registered architect or engineer to allow for the efficient entry and exit of flood waters without human intervention. A minimum of two openings must be provided with a minimum net area of at least one square inch for every one square foot of the enclosed area. The lowest part of the opening can be no more than 12 inches above the adjacent grade;
 - 2. The parts of the foundation located below the flood protection elevation must be constructed of flood-resistant materials;
 - 3. Mechanical and utility equipment must be elevated or floodproofed to or above the flood protection elevation; and
 - 4. The use must be limited to parking, building access or limited storage.

- 2) No new on-site sewage disposal system, or addition to an existing on-site sewage disposal system, except where an addition has been ordered by a government agency to correct a hazard to public health, shall be allowed in the Floodway District. Any replacement, repair, or maintenance of an existing on-site sewage disposal system in a floodway area shall meet the applicable requirements of all municipal ordinances, section 46-1095 and Ch. SPS 383, Wis. Adm. Code.
- 3) No new well or modification to an existing well used to obtain potable water shall be allowed in the Floodway District. Any replacement, repair, or maintenance of an existing well in the Floodway District shall meet the applicable requirements of all municipal ordinances, section 46-1095 and chs. NR 811 and NR 812, Wis. Adm. Code.

6.3 FLOODFRINGE DISTRICT

- 1) No modification or addition shall be allowed to any nonconforming structure or any structure with a nonconforming use unless such modification or addition has been granted a permit or variance by the village and meets the requirements of section 46-1083 except where section 46-1090 is applicable.
- 2) Where compliance with the provisions of this article would result in unnecessary hardship and only where the structure will not be used for human habitation or be associated with a high flood damage potential, the Board of Adjustment/Appeals, using the procedures established in section 46-1093, may grant a variance from those provisions of this article for modifications or additions using the criteria listed below. Modifications or additions which are protected to elevations lower than the flood protection elevation may be permitted if:
 - a) No floor is allowed below the regional flood elevation for residential or commercial structures;
 - b) Human lives are not endangered;
 - c) Public facilities, such as water or sewer, shall not be installed;
 - d) Flood depths shall not exceed two feet;
 - e) Flood velocities shall not exceed two feet per second; and
 - f) The structure shall not be used for storage of materials as described in section 46-1083.
- 3) All new private sewage disposal systems, or addition to, replacement, repair or maintenance of a private sewage disposal system shall meet all the applicable provisions of all local ordinances, section 46-1095 and ch. SPS 383, Wis. Adm. Code.
- 4) All new wells, or addition to, replacement, repair, or maintenance of a well shall meet the applicable provisions of this ordinance, section 46-1095 and ch. NR 811 and NR 812, Wis. Adm. Code.

7.0 ADMINISTRATION

Where a zoning administrator, planning agency or a board of appeals has already been appointed to administer a zoning ordinance adopted under Wis. Stats. §§ 59.69, 59.692 or 62.23(7), these officials shall also administer this article.

1.1 ZONING ADMINISTRATOR

1) DUTIES AND POWERS

The zoning administrator is authorized to administer this article and shall have the following duties and powers:

- a) Advise applicants of the ordinance provisions, assist in preparing permit applications and appeals, and assure that the regional flood elevation for the proposed development is shown on all permit applications.
- b) Issue permits and inspect properties for compliance with provisions of this article and issue certificates of compliance where appropriate
- c) Inspect and assess all damaged floodplain structures to determine if substantial damage to the structures has occurred.
- d) Keep records of all official actions such as:
 - 1. All permits issued, inspections made, and work approved;
 - 2. Documentation of certified lowest floor and regional flood elevations;
 - 3. Floodproofing certificates.
 - 4. Water surface profiles, floodplain zoning maps and ordinances, nonconforming uses and structures including changes, appeals, variances and amendments.
 - 5. All substantial damage assessment reports for floodplain structures.
 - 6. List of nonconforming structures and uses.
- e) Submit copies of the following items to the Department Regional office:
 - 1. Within 10 days of the decision, a copy of any decisions on variances, appeals for map or text interpretations, and map or text amendments;
 - 2. Copies of case-by-case analyses and other required information.
 - 3. Copies of substantial damage assessments performed and all related correspondence concerning the assessments.
- f) Investigate, prepare reports, and report violations of this article to the village zoning agency and attorney for prosecution. Copies of the reports shall also be sent to the Department Regional office.
- g) Submit copies of amendments to the FEMA Regional office.

2) LAND USE PERMIT

A land use permit shall be obtained before any development; repair, modification, or addition to an existing structure; or change in the use of a building or structure, including sewer and water facilities, may be initiated. Application to the zoning administrator shall include:

- a) GENERAL INFORMATION
 - 1. Name and address of the applicant, property owner and contractor;
 - 2. Legal description, proposed use, and whether it is new construction or a modification;
- b) SITE DEVELOPMENT PLAN
 - A site plan drawn to scale shall be submitted with the permit application form and shall contain:

1. Location, dimensions, area and elevation of the lot;
2. Location of the ordinary highwater mark of any abutting navigable waterways;
3. Location of any structures with distances measured from the lot lines and street center lines;
4. Location of any existing or proposed on-site sewage systems or private water supply systems;
5. Location and elevation of existing or future access roads;
6. Location of floodplain and floodway limits as determined from the official floodplain zoning maps;
7. The elevation of the lowest floor of proposed buildings and any fill using the vertical datum from the adopted study – either National Geodetic Vertical Datum (NGVD) or North American Vertical Datum (NAVD);
8. Data sufficient to determine the regional flood elevation in NGVD or NAVD at the location of the development and to determine whether or not the requirements of Division 3 or Division 4 are met; and
9. Data to determine if the proposed development will cause an obstruction to flow or an increase in regional flood height or discharge according to section 46-1073. This may include any of the information noted in section 46-1079.

c) **HYDRAULIC AND HYDROLOGIC STUDIES TO ANALYZE DEVELOPMENT**

All hydraulic and hydrologic studies shall be completed under the direct supervision of a professional engineer registered in the State. The study contractor shall be responsible for the technical adequacy of the study. All studies shall be reviewed and approved by the Department.

1. Zone A floodplains and in AE zones within which a floodway is not delineated:

a. Hydrology

- i. The appropriate method shall be based on the standards in ch. NR 116.07(3), Wis. Admin. Code, *Hydrologic Analysis: Determination of Regional Flood Discharge*.

b. Hydraulic modeling

The regional flood elevation shall be based on the standards in ch. NR 116.07(4), Wis. Admin. Code, *Hydraulic Analysis: Determination of Regional Flood Elevation* and the following:

- i. determination of the required limits of the hydraulic model shall be based on detailed study information for downstream structures (dam, bridge, culvert) to determine adequate starting WSEL for the study.
- ii. channel sections must be surveyed.
- iii. minimum four-foot contour data in the overbanks shall be used for the development of cross section overbank and floodplain mapping.

- iv. a maximum distance of 500 feet between cross sections is allowed in developed areas with additional intermediate cross sections required at transitions in channel bottom slope including a survey of the channel at each location.
 - v. the most current version of HEC-RAS shall be used.
 - vi. a survey of bridge and culvert openings and the top of road is required at each structure.
 - vii. additional cross sections are required at the downstream and upstream limits of the proposed development and any necessary intermediate locations based on the length of the reach if greater than 500 feet.
 - viii. standard accepted engineering practices shall be used when assigning parameters for the base model such as flow, Manning's N values, expansion and contraction coefficients or effective flow limits. The base model shall be calibrated to past flooding data such as high-water marks to determine the reasonableness of the model results. If no historical data is available, adequate justification shall be provided for any parameters outside standard accepted engineering practices.
 - ix. the model must extend past the upstream limit of the difference in the existing and proposed flood profiles in order to provide a tie-in to existing studies. The height difference between the proposed flood profile and the existing study profiles shall be no more than 0.00 feet.
- c. Mapping
- A work map of the reach studied shall be provided, showing all cross-section locations, floodway/floodplain limits based on best available topographic data, geographic limits of the proposed development and whether the proposed development is located in the floodway.
- i. If the proposed development is located outside of the floodway, then it is determined to have no impact on the regional flood elevation.
 - ii. If any part of the proposed development is in the floodway, it must be added to the base model to show the difference between existing and proposed conditions. The study must ensure that all coefficients remain the same as in the existing model, unless adequate justification based on standard accepted engineering practices is provided.

2. Zone AE Floodplains

- a. Hydrology

If the proposed hydrology will change the existing study, the appropriate method to be used shall be based on ch. NR 116.07(3), Wis. Admin. Code, *Hydrologic Analysis: Determination of Regional Flood Discharge*.
- b. Hydraulic model

The regional flood elevation shall be based on the standards in ch. NR 116.07(4), Wis. Admin. Code, *Hydraulic Analysis: Determination of Regional Flood Elevation* and the following:

 - i. Duplicate Effective Model

The effective model shall be reproduced to ensure correct transference of the model data and to allow integration of the revised data to provide a continuous FIS model upstream and downstream of the revised reach. If data from the

effective model is available, models shall be generated that duplicate the FIS profiles and the elevations shown in the Floodway Data Table in the FIS report to within 0.1 foot.

- ii. **Corrected Effective Model.**
The Corrected Effective Model shall not include any man-made physical changes since the effective model date but shall import the model into the most current version of HEC-RAS for Department review.
 - iii. **Existing (Pre-Project Conditions) Model.**
The Existing Model shall be required to support conclusions about the actual impacts of the project associated with the Revised (Post-Project) Model or to establish more up-to-date models on which to base the Revised (Post-Project) Model.
 - iv. **Revised (Post-Project Conditions) Model.**
The Revised (Post-Project Conditions) Model shall incorporate the Existing Model and any proposed changes to the topography caused by the proposed development. This model shall reflect proposed conditions.
 - v. All changes to the Duplicate Effective Model and subsequent models must be supported by certified topographic information, bridge plans, construction plans and survey notes.
 - vi. Changes to the hydraulic models shall be limited to the stream reach for which the revision is being requested. Cross sections upstream and downstream of the revised reach shall be identical to those in the effective model and result in water surface elevations and top widths computed by the revised models matching those in the effective models upstream and downstream of the revised reach as required. The Effective Model shall not be truncated.
- c. **Mapping**
Maps and associated engineering data shall be submitted to the Department for review which meet the following conditions:
- i. Consistency between the revised hydraulic models, the revised floodplain and floodway delineations, the revised flood profiles, topographic work map, annotated FIRMs and/or Flood Boundary Floodway Maps (FBFMs), construction plans, bridge plans.
 - ii. Certified topographic map of suitable scale, contour interval, and a planimetric map showing the applicable items. If a digital version of the map is available, it may be submitted in order that the FIRM may be more easily revised.
 - iii. Annotated FIRM panel showing the revised 1% and 0.2% annual chance floodplains and floodway boundaries.
 - iv. If an annotated FIRM and/or FBFM and digital mapping data (GIS or CADD) are used, then all supporting documentation or metadata must be included with the data submission along with the Universal Transverse Mercator (UTM) projection and State Plane Coordinate System in accordance with FEMA mapping specifications.
 - v. The revised floodplain boundaries shall tie into the effective floodplain boundaries.

- vi. All cross sections from the effective model shall be labeled in accordance with the effective map and a cross section lookup table shall be included to relate to the model input numbering scheme.
- vii. Both the current and proposed floodways shall be shown on the map.
- viii. The stream centerline, or profile baseline used to measure stream distances in the model shall be visible on the map.

d) EXPIRATION

All permits issued under the authority of this article shall expire no more than 180 days after issuance. The permit may be extended for a maximum of 180 days for good and sufficient cause. If the permitted work has not started within 180 days of the permit date, the development must comply with any regulation, including any revision to the FIRM or FIS, that took effect after the permit date.

3) CERTIFICATE OF COMPLIANCE

No land shall be occupied or used, and no building which is hereafter constructed, altered, added to, modified, repaired, rebuilt, or replaced shall be occupied until a certificate of compliance is issued by the zoning administrator, except where no permit is required, subject to the following provisions:

- a) The certificate of compliance shall show that the building or premises or part thereof, and the proposed use, conform to the provisions of this article;
- b) Application for such certificate shall be concurrent with the application for a permit;
- c) If all article provisions are met, the certificate of compliance shall be issued within 10 days after written notification that the permitted work is completed;
- d) The applicant shall submit a certification signed by a registered professional engineer, architect, or land surveyor that the fill, lowest floor and floodproofing elevations are in compliance with the permit issued. Floodproofing measures also require certification by a registered professional engineer or architect that the requirements of section 46-1095 are met.
- e) Where applicable pursuant to this article, the applicant must submit a certification by a registered professional engineer or surveyor of the elevation of the bottom of the lowest horizontal structural member supporting the lowest floor (excluding pilings or columns), and an indication of whether the structure contains a basement.
- f) Where applicable pursuant to this article, the applicant must submit certifications by a registered professional engineer or architect that the structural design and methods of construction meet accepted standards of practice as required by this article.

4) OTHER PERMITS

Prior to obtaining a floodplain development permit the applicant must secure all necessary permits from federal, state, and local agencies, including but not limited to those required by the U.S. Army Corps of Engineers under s. 404 of the Federal Water Pollution Control Act, Amendments of 1972, 33 U.S.C. 1344.

7.2 ZONING AGENCY

- 1) The plan commission shall:

- a) oversee the functions of the office of the zoning administrator; and
 - b) review and advise the governing body on all proposed amendments to this article, maps, and text.
 - c) publish adequate notice pursuant to Ch. 985, Stats., specifying the date, time, place, and subject of the public hearing.
- 2) The plan commission shall not:
- a) grant variances to the terms of the article in place of action by the Board of Adjustment/Appeals; or
 - b) amend the text or zoning maps in place of official action by the governing body.

7.3 BOARD OF APPEALS

The board of adjustment/appeals, created under Wis. Stat. § 62.23(7)(e), for cities or villages, is hereby authorized or shall be appointed to act for the purposes of this article. The board shall exercise the powers conferred by Wisconsin Statutes and adopt rules for the conduct of business. The zoning administrator shall not be the secretary of the Board.

1) POWERS AND DUTIES

The board of adjustment/appeals shall:

- a) Appeals - Hear and decide appeals where it is alleged there is an error in any order, requirement, decision or determination made by an administrative official in the enforcement or administration of this article;
- b) Boundary Disputes - Hear and decide disputes concerning the district boundaries shown on the official floodplain zoning map; and
- c) Variances - Hear and decide, upon appeal, variances from the article standards.

2) APPEALS TO THE BOARD

- a) Appeals to the board may be taken by any person aggrieved, or by any officer or department of the village affected by any decision of the zoning administrator or other administrative officer. Such appeal shall be taken within 30 days unless otherwise provided by the rules of the board, by filing with the official whose decision is in question, and with the board, a notice of appeal specifying the reasons for the appeal. The official whose decision is in question shall transmit to the board all records regarding the matter appealed.

b) NOTICE AND HEARING FOR APPEALS INCLUDING VARIANCES

1. Notice - The board shall:

- a. Fix a reasonable time for the hearing;
- b. Publish adequate notice pursuant to Wisconsin Statutes, specifying the date, time, place, and subject of the hearing; and
- c. Assure that notice shall be mailed to the parties in interest and the Department Regional office at least 10 days in advance of the hearing.

2. Hearing - Any party may appear in person or by agent. The board shall:

- a. Resolve boundary disputes according to section 46-1093;
- b. Decide variance applications according to section 46-1093; and

c. Decide appeals of permit denials according to section 46-1094.

c) **DECISION:** The final decision regarding the appeal or variance application shall:

1. Be made within a reasonable time;
2. Be sent to the Department Regional office within 10 days of the decision;
3. Be a written determination signed by the chairman or secretary of the board;
4. State the specific facts which are the basis for the board's decision;
5. Either affirm, reverse, vary or modify the order, requirement, decision, or determination appealed, in whole or in part, dismiss the appeal for lack of jurisdiction or grant or deny the variance application; and
6. Include the reasons for granting an appeal, describing the hardship demonstrated by the applicant in the case of a variance, clearly stated in the recorded minutes of the board proceedings.

3) **BOUNDARY DISPUTES**

The following procedure shall be used by the board in hearing disputes concerning floodplain district boundaries:

- a) If a floodplain district boundary is established by approximate or detailed floodplain studies, the flood elevations or profiles shall prevail in locating the boundary.
- b) The person contesting the boundary location shall be given a reasonable opportunity to present arguments and technical evidence to the board; and
- c) If the boundary is incorrectly mapped, the Board should inform the zoning committee or the person contesting the boundary location to petition the governing body for a map amendment according to Division 8 Amendments.

4) **VARIANCE**

a) The board may, upon appeal, grant a variance from the standards of this article if an applicant convincingly demonstrates that:

1. Literal enforcement of the article will cause unnecessary hardship;
2. The hardship is due to adoption of the floodplain article and unique property conditions, not common to adjacent lots or premises. In such case the article or map must be amended;
3. The variance is not contrary to the public interest; and
4. The variance is consistent with the purpose of this article in section 46-1069.

b) In addition to the criteria herein, to qualify for a variance under FEMA regulations, the board must find that the following criteria have been met:

1. The variance shall not cause any increase in the regional flood elevation;
2. The applicant has shown good and sufficient cause for issuance of the variance;

3. Failure to grant the variance would result in exceptional hardship;
 4. Granting the variance will not result in additional threats to public safety, extraordinary expense, create a nuisance, cause fraud on or victimization of the public, or conflict with existing local laws or ordinances;
 5. The variance granted is the minimum necessary, considering the flood hazard, to afford relief.
- c) A variance shall not:
1. Grant, extend or increase any use prohibited in the zoning district;
 2. Be granted for a hardship based solely on an economic gain or loss;
 3. Be granted for a hardship which is self-created.
 4. Damage the rights or property values of other persons in the area;
 5. Allow actions without the amendments to this article or map(s) required in Division 8 Amendments; and
 6. Allow any alteration of an historic structure, including its use, which would preclude its continued designation as an historic structure.
- d) When a floodplain variance is granted, the board shall notify the applicant in writing that it may increase risks to life and property and flood insurance premiums could increase up to \$25.00 per \$100.00 of coverage. A copy shall be maintained with the variance record.

7.4 TO REVIEW APPEALS OF PERMIT DENIALS

- (1) The Zoning Agency (section 46-1092) or board shall review all data related to the appeal. This may include:
 - a. Permit application data listed in section 46-1091;
 - b. Floodway/floodfringe determination data in section 46-1087;
 - c. Data listed in section 46-1079 where the applicant has not submitted this information to the zoning administrator; and
 - d. Other data submitted with the application or submitted to the board with the appeal.
- (2) For appeals of all denied permits the board shall:
 - a. Follow the procedures of section 46-1093;
 - b. Consider zoning agency recommendations; and
 - c. Either uphold the denial or grant the appeal.
- (3) For appeals concerning increases in regional flood elevation the board shall:

- a. Uphold the denial where the board agrees with the data showing an increase in flood elevation. Increases may only be allowed after amending the flood profile and map and all appropriate legal arrangements are made with all adversely affected property owners as per the requirements of Division 8 Amendments; and
- b. Grant the appeal where the board agrees that the data properly demonstrates that the project does not cause an increase provided no other reasons for denial exist.

7.5 FLOODPROOFING STANDARDS

- (1) No permit or variance shall be issued for a non-residential structure designed to be watertight below the regional flood elevation until the applicant submits a plan certified by a registered professional engineer or architect that the floodproofing measures will protect the structure or development to or above the flood protection elevation and submits a FEMA Floodproofing Certificate. Floodproofing is not an alternative to the development standards in Division 2, Division 3, Division 4 or Division 5.
- (2) For a structure designed to allow the entry of floodwaters, no permit or variance shall be issued until the applicant submits a plan either:
 - a. certified by a registered professional engineer or architect; or
 - b. meeting or exceeding the following standards:
 - 1. a minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding;
 - 2. the bottom of all openings shall be no higher than one foot above grade; and
 - 3. openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.
- (3) Floodproofing measures shall be designed, as appropriate, to:
 - a. Withstand flood pressures, depths, velocities, uplift and impact forces and other regional flood factors;
 - b. Protect structures to the flood protection elevation;
 - c. Anchor structures to foundations to resist flotation and lateral movement;
 - d. Minimize or eliminate infiltration of flood waters;
 - e. Minimize or eliminate discharges into flood waters;
 - f. Placement of essential utilities to or above the flood protection elevation; and
 - g. If any part of the foundation below the flood protection elevation is enclosed, the following standards shall apply:
 - 1. The enclosed area shall be designed by a registered architect or engineer to allow for the efficient entry and exit of flood waters without human intervention. A minimum of two openings must be provided with a minimum net area of at least one square inch for every one square foot of the enclosed area. The lowest part of the opening can be no more than 12 inches above the adjacent grade;
 - 2. The parts of the foundation located below the flood protection elevation must be constructed of flood-resistant materials;

3. Mechanical and utility equipment must be elevated or floodproofed to or above the flood protection elevation; and

4. The use must be limited to parking, building access or limited storage.

7.6 PUBLIC INFORMATION

- (1) Place marks on structures to show the depth of inundation during the regional flood.
- (2) All maps, engineering data and regulations shall be available and widely distributed.
- (3) Real estate transfers should show what floodplain district any real property is in.

8.0 AMENDMENTS

Obstructions or increases may only be permitted if amendments are made to this article, the official floodplain zoning maps, floodway lines and water surface profiles, in accordance with section 46-1098.

- (1) In AE Zones with a mapped floodway, no obstructions or increases shall be permitted unless the applicant receives a Conditional Letter of Map Revision from FEMA and amendments are made to this article, the official floodplain zoning maps, floodway lines and water surface profiles, in accordance with section 46-1098. Any such alterations must be reviewed and approved by FEMA and the DNR.
- (2) In A Zones increases equal to or greater than 1.0 foot may only be permitted if the applicant receives a Conditional Letter of Map Revision from FEMA and amendments are made to this article, the official floodplain maps, floodway lines, and water surface profiles, in accordance with section 46-1098.

8.1 GENERAL

The governing body shall change or supplement the floodplain zoning district boundaries and this article in the manner outlined in section 46-1099. Actions which require an amendment to the article and/or submittal of a Letter of Map Change (LOMC) include, but are not limited to, the following:

- (1) Any fill or floodway encroachment that obstructs flow causing any increase in the regional flood height;
- (2) Any change to the floodplain boundaries and/or watercourse alterations on the FIRM;
- (3) Any changes to any other officially adopted floodplain maps listed in section 46-1071;
- (4) Any floodplain fill which raises the elevation of the filled area to a height at or above the flood protection elevation and is contiguous to land lying outside the floodplain;
- (5) Correction of discrepancies between the water surface profiles and floodplain maps;
- (6) Any upgrade to a floodplain zoning article text required by s. NR 116.05, Wis. Adm. Code, or otherwise required by law, or for changes by the village; and
- (7) All channel relocations and changes to the maps to alter floodway lines or to remove an area from the floodway or the floodfringe that is based on a base flood elevation from a FIRM requires prior approval by FEMA.

8.2 PROCEDURES

Article amendments may be made upon petition of any party according to the provisions of Wis. Stat. § 62.23 for cities and villages. The petitions shall include all data required by s. 5.1(5) and 7.1(2). The Land Use Permit shall not be issued until a Letter of Map Revision is issued by FEMA for the proposed changes.

- (1) The proposed amendment shall be referred to the zoning agency for a public hearing and recommendation to the governing body. The amendment and notice of public hearing shall be submitted to the Department Regional office for review prior to the hearing. The amendment procedure shall comply with the provisions of Wis. Stat. § 62.23 for cities and villages.
- (2) No amendments shall become effective until reviewed and approved by the Department.
- (3) All persons petitioning for a map amendment that obstructs flow causing any increase in the regional flood height, shall obtain flooding easements or other appropriate legal arrangements from all adversely affected property owners and notify local units of government before the amendment can be approved by the governing body.

9.0 ENFORCEMENT AND PENALTIES

Any violation of the provisions of this article by any person shall be unlawful and shall be referred to the municipal attorney who shall expeditiously prosecute all such violators. A violator shall, upon conviction, forfeit to the village a penalty of not more than fifty dollars (\$50.00), together with a taxable cost of such action. Each day of continued violation shall constitute a separate offense. Every violation of this article is a public nuisance, and the creation may be enjoined, and the maintenance may be abated by action at suit of the village, the state, or any citizen thereof pursuant to Wis. Stat. § 87.30.

10.0 DEFINITIONS

Unless specifically defined, words and phrases in this article shall have their common law meaning and shall be applied in accordance with their common usage. Words used in the present tense include the future, the singular number includes the plural and the plural number includes the singular. The word "may" is permissive, "shall" is mandatory and is not discretionary. Definitions enumerated below shall apply to only such terms used in this section and shall not apply to any other chapter reference within the Village Code of Ordinances

1. A ZONES – Those areas shown on the Official Floodplain Zoning Map which would be inundated by the regional flood. These areas may be numbered or unnumbered A Zones. The A Zones may or may not be reflective of flood profiles, depending on the availability of data for a given area.
2. AH ZONE – See “AREA OF SHALLOW FLOODING”.
3. AO ZONE – See “AREA OF SHALLOW FLOODING”.
4. ACCESSORY STRUCTURE OR USE – A facility, structure, building or use which is accessory or incidental to the principal use of a property, structure, or building. An accessory structure shall not be used for human habitation.
5. ALTERATION – An enhancement, upgrade or substantial change or modification other than an addition or repair to a dwelling or to electrical, plumbing, heating, ventilating, air conditioning and other systems within a structure.
6. AREA OF SHALLOW FLOODING – A designated AO, AH, AR/AO, AR/AH, or VO zone on a

village's Flood Insurance Rate Map (FIRM) with a 1 percent or greater annual chance of flooding to an average depth of 1 to 3 feet where a clearly defined channel does not exist, where the path of flooding is unpredictable, and where velocity flood may be evident. Such flooding is characterized by ponding or sheet flow.

7. BASE FLOOD – Means the flood having a one percent chance of being equaled or exceeded in any given year, as published by FEMA as part of a FIS and depicted on a FIRM.
8. BASEMENT – Any enclosed area of a building having its floor sub-grade on all sides.
9. BREAKAWAY WALL – A wall that is not part of the structural support of the building and is intended through its design and construction to collapse under specific lateral loading forces, without causing damage to the elevated portion of the building or supporting foundation system.
10. BUILDING – See STRUCTURE.
11. BULKHEAD LINE – A geographic line along a reach of navigable water that has been adopted by a municipal article and approved by the Department pursuant to Wis. Stat. § 30.11 and which allows limited filling between this bulkhead line and the original ordinary highwater mark, except where such filling is prohibited by the floodway provisions of this article.
12. CAMPGROUND – Any parcel of land which is designed, maintained, intended, or used for the purpose of providing sites for nonpermanent overnight use by 4 or more camping units, or which is advertised or represented as a camping area.
13. CAMPING UNIT – Any portable device, no more than 400 square feet in area, used as a temporary shelter, including but not limited to a camping trailer, motor home, bus, van, pick-up truck, or tent that is fully licensed, if required, and ready for highway use.
14. CERTIFICATE OF COMPLIANCE – A certification that the construction and the use of land or a building, the elevation of fill or the lowest floor of a structure is in compliance with all of the provisions of this article.
15. CHANNEL – A natural or artificial watercourse with definite bed and banks to confine and conduct normal flow of water.
16. CRAWLWAYS or CRAWL SPACE – An enclosed area below the first usable floor of a building, generally less than five feet in height, used for access to plumbing and electrical utilities.
17. DECK – An unenclosed exterior structure that has no roof or sides and has a permeable floor which allows the infiltration of precipitation.
18. DEPARTMENT – The Wisconsin Department of Natural Resources.
19. DEVELOPMENT – Any artificial change to improved or unimproved real estate, including, but not limited to, the construction of buildings, structures or accessory structures; the construction of additions or alterations to buildings, structures or accessory structures; the repair of any damaged structure or the improvement or renovation of any structure, regardless of percentage of damage or improvement; the placement of buildings or structures; subdivision layout and site preparation; mining, dredging, filling, grading, paving, excavation or drilling operations; the storage, deposition or extraction of materials or equipment; and the installation, repair or removal of public or private sewage disposal systems or water supply facilities.
20. DRYLAND ACCESS – A vehicular access route which is above the regional flood elevation, and which connects land located in the floodplain to land outside the floodplain, such as a road with its surface above regional flood elevation and wide enough for wheeled rescue and relief

vehicles.

21. ENCROACHMENT – Any fill, structure, equipment, use or development in the floodway.
22. FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) – The federal agency that administers the National Flood Insurance Program.
23. FLOOD INSURANCE RATE MAP (FIRM) – A map of a village on which the Federal Insurance Administration has delineated both the floodplain and the risk premium zones applicable to the village. This map can only be amended by the Federal Emergency Management Agency.
24. FLOOD or FLOODING – A general and temporary condition of partial or complete inundation of normally dry land areas caused by one of the following conditions:
 - The overflow or rise of inland waters;
 - The rapid accumulation or runoff of surface waters from any source;
 - The inundation caused by waves or currents of water exceeding anticipated cyclical levels along the shore of Lake Michigan or Lake Superior; or
 - The sudden increase caused by an unusually high-water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as a seiche, or by some similarly unusual event.
25. FLOOD FREQUENCY – The probability of a flood occurrence which is determined from statistical analyses. The frequency of a particular flood event is usually expressed as occurring, on the average once in a specified number of years or as a percent (%) chance of occurring in any given year.
26. FLOODFRINGE – That portion of the floodplain outside of the floodway which is covered by flood waters during the regional flood and associated with standing water rather than flowing water.
27. FLOOD HAZARD BOUNDARY MAP – A map designating approximate flood hazard areas. Flood hazard areas are designated as unnumbered A-Zones and do not contain floodway lines or regional flood elevations. This map forms the basis for both the regulatory and insurance aspects of the National Flood Insurance Program (NFIP) until superseded by a Flood Insurance Study and a Flood Insurance Rate Map.
28. FLOOD INSURANCE STUDY – A technical engineering examination, evaluation, and determination of the local flood hazard areas. It provides maps designating those areas affected by the regional flood and provides both flood insurance rate zones and base flood elevations and may provide floodway lines. The flood hazard areas are designated as numbered and unnumbered A-Zones. Flood Insurance Rate Maps, that accompany the Flood Insurance Study, form the basis for both the regulatory and the insurance aspects of the National Flood Insurance Program.
29. FLOODPLAIN – Land which has been or may be covered by flood water during the regional flood. It includes the floodway and the floodfringe and may include other designated floodplain areas for regulatory purposes.
30. FLOODPLAIN ISLAND – A natural geologic land formation within the floodplain that is surrounded, but not covered, by floodwater during the regional flood.
31. FLOODPLAIN MANAGEMENT – Policy and procedures to ensure wise use of floodplains, including mapping and engineering, mitigation, education, and administration and enforcement of floodplain regulations.
32. FLOOD PROFILE – A graph or a longitudinal profile line showing the relationship of the water surface elevation of a flood event to locations of land surface elevations along a stream or river.

33. FLOODPROOFING – Any combination of structural provisions, changes or adjustments to properties and structures, water and sanitary facilities and contents of buildings subject to flooding, for the purpose of reducing or eliminating flood damage.
34. FLOOD PROTECTION ELEVATION – An elevation of two feet of freeboard above the Regional Flood Elevation. (Also see: FREEBOARD.)
35. FLOOD STORAGE – Those floodplain areas where storage of floodwaters has been taken into account during analysis in reducing the regional flood discharge.
36. FLOODWAY – The channel of a river or stream and those portions of the floodplain adjoining the channel required to carry the regional flood discharge.
37. FREEBOARD – A safety factor expressed in terms of a specified number of feet above a calculated flood level. Freeboard compensates for any factors that cause flood heights greater than those calculated, including ice jams, debris accumulation, wave action, obstruction of bridge openings and floodways, the effects of watershed urbanization, loss of flood storage areas due to development and aggregation of the river or stream bed.
38. HABITABLE STRUCTURE – Any structure or portion thereof used or designed for human habitation.
39. HEARING NOTICE – Publication or posting meeting the requirements of Ch. 985, Stats. For appeals, a Class 1 notice, published once at least one week (7 days) before the hearing, is required. For all zoning ordinances and amendments, a Class 2 notice, published twice, once each week consecutively, the last at least a week (7 days) before the hearing. Local ordinances or bylaws may require additional notice, exceeding these minimums.
40. HIGH FLOOD DAMAGE POTENTIAL – Damage that could result from flooding that includes any danger to life or health or any significant economic loss to a structure or building and its contents.
41. HIGHEST ADJACENT GRADE – The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.
42. HISTORIC STRUCTURE – Any structure that is either:
 - Listed individually in the National Register of Historic Places or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
 - Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
 - Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or
 - Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either by an approved state program, as determined by the Secretary of the Interior; or by the Secretary of the Interior in states without approved programs.
43. INCREASE IN REGIONAL FLOOD HEIGHT – A calculated upward rise in the regional flood elevation greater than 0.00 foot, based on a comparison of existing conditions and proposed conditions which is directly attributable to development in the floodplain but not attributable to manipulation of mathematical variables such as roughness factors, expansion and contraction coefficients and discharge.
44. LAND USE – Any nonstructural use made of unimproved or improved real estate. (Also see

DEVELOPMENT.)

45. **LOWEST ADJACENT GRADE** – Elevation of the lowest ground surface that touches any of the exterior walls of a building.
46. **LOWEST FLOOR** – The lowest floor of the lowest enclosed area (including basement).
47. **MAINTENANCE** – The act or process of ordinary upkeep and repairs, including redecorating, refinishing, nonstructural repairs, or the replacement of existing fixtures, systems or equipment with equivalent fixtures, systems, or structures.
48. **MANUFACTURED HOME** – A structure transportable in one or more sections, which is built on a permanent chassis and is designed to be used with or without a permanent foundation when connected to required utilities. The term "manufactured home" includes a mobile home but does not include a "mobile recreational vehicle."
49. **MOBILE/MANUFACTURED HOME PARK OR SUBDIVISION** – A parcel (or contiguous parcels) of land, divided into two or more manufactured home lots for rent or sale.
50. **MOBILE/MANUFACTURED HOME PARK OR SUBDIVISION, EXISTING** – A parcel of land, divided into two or more manufactured home lots for rent or sale, on which the construction of facilities for servicing the lots is completed before the effective date of this article. At a minimum, this would include the installation of utilities, the construction of streets and either final site grading or the pouring of concrete pads.
51. **MOBILE/MANUFACTURED HOME PARK, EXPANSION TO EXISTING** – The preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed. This includes installation of utilities, construction of streets and either final site grading, or the pouring of concrete pads.
52. **MOBILE RECREATIONAL VEHICLE** – A vehicle which is built on a single chassis, 400 square feet or less when measured at the largest horizontal projection, designed to be self-propelled, carried or permanently towable by a licensed, light-duty vehicle, is licensed for highway use if registration is required and is designed primarily not for use as a permanent dwelling, but as temporary living quarters for recreational, camping, travel or seasonal use. Manufactured homes that are towed or carried onto a parcel of land, but do not remain capable of being towed or carried, including park model homes, do not fall within the definition of "mobile recreational vehicles."
53. **MODEL, CORRECTED EFFECTIVE** – A hydraulic engineering model that corrects any errors that occur in the Duplicate Effective Model, adds any additional cross sections to the Duplicate Effective Model, or incorporates more detailed topographic information than that used in the current effective model.
54. **MODEL, DUPLICATE EFFECTIVE** – A copy of the hydraulic analysis used in the effective FIS and referred to as the effective model.
55. **MODEL, EFFECTIVE** – The hydraulic engineering model that was used to produce the current effective Flood Insurance Study.
56. **MODEL, EXISTING (PRE-PROJECT)** – A modification of the Duplicate Effective Model or Corrected Effective Model to reflect any man-made modifications that have occurred within the floodplain since the date of the effective model but prior to the construction of the project for which the revision is being requested. If no modification has occurred since the date of the effective model, then this model would be identical to the Corrected Effective Model or Duplicate Effective Model.

57. MODEL, REVISED (POST-PROJECT) – A modification of the Existing or Pre-Project Conditions Model, Duplicate Effective Model or Corrected Effective Model to reflect revised or post-project conditions.
58. MUNICIPALITY or MUNICIPAL – The county, city or village governmental units enacting, administering, and enforcing this zoning article.
59. NAVD or NORTH AMERICAN VERTICAL DATUM – Elevations referenced to mean sea level datum, 1988 adjustment.
60. NGVD or NATIONAL GEODETIC VERTICAL DATUM – Elevations referenced to mean sea level datum, 1929 adjustment.
61. NEW CONSTRUCTION – Structures for which the start of construction commenced on or after the effective date of a floodplain zoning regulation adopted by this village and includes any subsequent improvements to such structures.
62. NON-FLOOD DISASTER – A fire or an ice storm, tornado, windstorm, mudslide, or other destructive act of nature, but excludes a flood.
63. NONCONFORMING STRUCTURE – An existing lawful structure or building which is not in conformity with the dimensional or structural requirements of this article for the area of the floodplain which it occupies. (For example, an existing residential structure in the floodfringe district is a conforming use. However, if the lowest floor is lower than the flood protection elevation, the structure is nonconforming.)
64. NONCONFORMING USE – An existing lawful use or accessory use of a structure or building which is not in conformity with the provisions of this article for the area of the floodplain which it occupies. (Such as a residence in the floodway.)
65. OBSTRUCTION TO FLOW – Any development which blocks the conveyance of floodwaters such that this development alone or together with any future development will cause an increase in regional flood height.
66. OFFICIAL FLOODPLAIN ZONING MAP – That map, adopted and made part of this article, as described in s. 1.5(2), which has been approved by the Department and FEMA.
67. OPEN SPACE USE – Those uses having a relatively low flood damage potential and not involving structures.
68. ORDINARY HIGHWATER MARK – The point on the bank or shore up to which the presence and action of surface water is so continuous as to leave a distinctive mark such as by erosion, destruction or prevention of terrestrial vegetation, predominance of aquatic vegetation, or other easily recognized characteristic.
69. PERSON – An individual, or group of individuals, corporation, partnership, association, municipality, or state agency.
70. PRIVATE SEWAGE SYSTEM – A sewage treatment and disposal system serving one structure with a septic tank and soil absorption field located on the same parcel as the structure. It also means an alternative sewage system approved by the Department of Safety and Professional Services, including a substitute for the septic tank or soil absorption field, a holding tank, a system serving more than one structure, or a system located on a different parcel than the structure.

71. PUBLIC UTILITIES – Those utilities using underground or overhead transmission lines such as electric, telephone and telegraph, and distribution and collection systems such as water, sanitary sewer, and storm sewer.
72. REASONABLY SAFE FROM FLOODING – Means base flood waters will not inundate the land or damage structures to be removed from the floodplain and that any subsurface waters related to the base flood will not damage existing or proposed buildings.
73. REGIONAL FLOOD – A flood determined to be representative of large floods known to have occurred in Wisconsin. A regional flood is a flood with a one percent chance of being equaled or exceeded in any given year, and if depicted on the FIRM, the RFE is equivalent to the BFE.
74. START OF CONSTRUCTION – The date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond initial excavation, or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading, and filling, nor does it include the installation of streets and/or walkways, nor does it include excavation for a basement, footings, piers or foundations or the erection of temporary forms, nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For an alteration, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.
75. STRUCTURE – Any manmade object with form, shape, and utility, either permanently or temporarily attached to, placed upon or set into the ground, stream bed or lakebed, including, but not limited to, roofed and walled buildings, gas or liquid storage tanks, bridges, dams and culverts.
76. SUBDIVISION – Has the meaning given in Wis. Stat. § 236.02(12).
77. SUBSTANTIAL DAMAGE – Damage of any origin sustained by a structure, whereby the cost of restoring the structure to its pre-damaged condition would equal or exceed 50 percent of the equalized assessed value of the structure before the damage occurred.
78. SUBSTANTIAL IMPROVEMENT – Any repair, reconstruction, rehabilitation, addition or improvement of a building or structure, the cost of which equals or exceeds 50 percent of the equalized assessed value of the structure before the improvement or repair is started. If the structure has sustained substantial damage, any repairs are considered substantial improvement regardless of the work performed. The term does not include either any project for the improvement of a building required to correct existing health, sanitary or safety code violations identified by the building official and that are the minimum necessary to assure safe living conditions; or any alteration of a historic structure provided that the alteration will not preclude the structure's continued designation as a historic structure.
79. UNNECESSARY HARDSHIP – Where special conditions affecting a particular property, which were not self-created, have made strict conformity with restrictions governing areas, setbacks, frontage, height, or density unnecessarily burdensome or unreasonable in light of the purposes of the article.
80. VARIANCE – An authorization by the board of adjustment or appeals for the construction or maintenance of a building or structure in a manner which is inconsistent with dimensional standards (not uses) contained in the floodplain zoning article.

- 81. VIOLATION – The failure of a structure or other development to be fully compliant with the floodplain zoning article. A structure or other development without required permits, lowest floor elevation documentation, floodproofing certificates or required floodway encroachment calculations is presumed to be in violation until such time as that documentation is provided.
- 82. WATERSHED – The entire region contributing runoff or surface water to a watercourse or body of water.
- 83. WATER SURFACE PROFILE – A graphical representation showing the elevation of the water surface of a watercourse for each position along a reach of river or stream at a certain flood flow. A water surface profile of the regional flood is used in regulating floodplain areas.
- 84. WELL – means an excavation opening in the ground made by digging, boring, drilling, driving or other methods, to obtain groundwater regardless of its intended use.

SECTION 2: If any section, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of such ordinance.

SECTION 3: This ordinance shall take effect and be in full force from and after its passage and publication by posting commencing on _____, 2023.

Passed and approved this ____ day of _____, 2023.

VILLAGE OF HARTLAND

By: _____

Jeffery Pfannerstill, Village President

ATTEST:

_____, Village Clerk

VILLAGE OF HARTLAND
PETITION FOR LAND DIVISION:

EXTRATERRITORIAL PLAT REVIEW - \$100

CSM (Certified Survey Map) + \$300 Professional Fee Deposit
or

PRELIMINARY PLAT REVIEW + \$1,000 Professional Fee Deposit

Up to Five Parcels - \$150.00
Six to Fourteen Parcels - \$300.00
Fifteen or More Parcels - \$500.00

Reapplication for Approval of Any Preliminary
Plat Requiring Review \$50.00 (Minimum)
Reapplication for Previously Reviewed Plat \$10.00

FINAL PLAT REVIEW

\$10.00 Plus \$1.00 for Each Parcel Within the Final Plat
\$10.00 for Reapplication of Any Final Plat Previously Reviewed

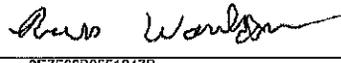
| | |
|-------------|--------------|
| Date: | Fee Paid: |
| Date Filed: | Receipt No.: |

1. Name: Russell and Lora Wankowski
 Address of Owner/Agent: W293N3112 Poplar Drive, Pewaukee, Wisconsin 53072
 Phone Number of Owner/Agent: 262-719-0708

2. Give complete legal description of property to be considered. (Attach a separate sheet with description and label sheet "Exhibit A"). See attached CSM

3. State present use of property and intended use.
Residential use will continue. The CSM intends to reconfigure the internal boundaries of the 2 underlying lots owned by applicant, and adjust the boundary in the northeast quadrant

with adjoining parcel to the north owned by Woodridge Estates HOA, pending approval of the HOA.

DocuSigned by:
 7/26/2023
Signature of Petitioner

W293N3112 Poplar Drive, Pewaukee, Wisconsin 53072
Address

262-719-0708
Phone



NOTE:

- a. Include a Plat Map in triplicate, drawn to a scale of not less than 100 ft. to the inch, showing the land in question, its location, the length and direction of each boundary thereof.
- b. Include fee payable to **The Village of Hartland**

CSM fees + \$300 Professional Fee Deposit
Or
Preliminary Plat Review Fees + \$1,000 Professional Fee Deposit

| | |
|--------------------------------|-----------------|
| Up to Five Parcels | \$150.00 |
| Six to Fourteen Parcels | \$300.00 |
| Fifteen or More Parcels | \$500.00 |

| | |
|--|--------------------------|
| Reapplication for Approval of Any Preliminary Plat Requiring Review | \$50.00 (Minimum) |
| Reapplication for Previously Reviewed Plat | \$10.00 |

Final Plat Review Fees:

\$10.00 Plus \$1.00 for Each Parcel Within the Final Plat
\$10.00 for Reapplication of Any Final Plat Previously Reviewed

- c. Mail or deliver request, in triplicate, to:

Village of Hartland
Village Clerk
210 Cottonwood Avenue
Hartland, WI 53029

- d. **Extraterritorial Plat Review Fee: \$100**

Submit plat and \$100 fee to:

Village of Hartland
Village Clerk
210 Cottonwood Avenue
Hartland, WI 53029

CSM Application Attachment - Wankowski

Attachment

This attachment is intended to expound on the second intention of the Certified Survey Map, as, namely adjusting the lot line in the northeast quadrant of Proposed Lot 1 which will resolve a longstanding encroachment issue. Owner/applicant owns parcel no. DELT0764040, which includes an existing house and existing garage. Owner/applicant has owned the property since 1981. The parcel immediately to the north is owned by Woodridge Estates HOA. It appears the lot is largely an outlot/conservancy for the existing subdivision. Owner/applicant's existing garage extends onto the Woodridge Estates Parcel by between 5 and 8 feet from the nearest boundary which runs west to east, and by about 7 feet from the nearest boundary which runs north to south. This issue should be well-known to the Town of Delafield. The main residence was constructed in approximately the late 1800s. The garage, by owner/applicant's estimation, was constructed in the 1930s or 1940s.

Owner/applicant, the developer of the northern parcel which preceded the HOA, and the Town attempted to resolve this boundary issue in the past. At the time the subdivision was developed, the owner, developer, and Town had engaged in attempts to adjust the boundary so that owner's garage would be entirely on owner's parcel. These discussions did not result in an actionable item at the time, and the subdivision development continued. The issue remains.

As owner/applicant now desires to move forward with an internal lot reconfiguration via Certified Survey Map, they would also like to use this opportunity to finish what was started several years ago and resolve this boundary issue. Owner/applicant understands the adjustment is subject to obtaining the written agreement and consent of Woodridge Estates HOA regarding this lot line adjustment and/or a transfer of the land via Quit Claim Deed. The adjustment contemplated herein meets the requirements of Town of Delafield Code Section 18.11, regarding the Town's prior review of sales or exchanges of parcels between adjoining lot owners, in that it (1) results in the same number of lots prior to and after the conveyance; (2) all resulting lots all legal and conforming; (3) existing improvements do not violate applicable open space requirements; (4) the conveyance does not create or increase a new or preexisting legal non-conformity.

For Waukesha County, as the parcels fall within Shoreland Zoning, the applicant and the Town of Delafield do want confirmation that resulting lot 1, after the contemplated adjustment, would comply with any setback or other requirements of that zoning code.

PRELIMINARY

CERTIFIED SURVEY MAP NO. _____

PART OF THE SOUTHEAST 1/4 OF SECTION 11 AND LOT "A", LOTS 23, 24, 25 AND 26 IN PEWAUKEE HIGHLANDS, BEING A SUBDIVISION IN PART OF THE SOUTHEAST 1/4 OF SECTION 11 AND THE NORTHEAST 1/4 OF SECTION 14, TOWN 7 NORTH, RANGE 18 EAST, ALL IN THE TOWN OF DELAFIELD, WAUKESHA COUNTY, WISCONSIN. TOGETHER WITH INTEREST IN VACATED ORCHARD AVENUE. TOGETHER WITH INTEREST IN VACATED HILL STREET.

SURVEYORS CERTIFICATE:

I, MICHAEL A. GREESON, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT I HAVE SURVEYED, DIVIDED AND MAPPED THE FOLLOWING LAND BOUNDED AND DESCRIBED AS FOLLOWS:

PART OF THE SOUTHEAST 1/4 OF SECTION 11 AND LOT "A", LOTS 23, 24, 25 AND 26 IN PEWAUKEE HIGHLANDS, BEING A SUBDIVISION IN PART OF THE SOUTHEAST 1/4 OF SECTION 11 AND THE NORTHEAST 1/4 OF SECTION 14, TOWN 7 NORTH, RANGE 18 EAST, ALL IN THE TOWN OF DELAFIELD, WAUKESHA COUNTY, WISCONSIN. TOGETHER WITH A NON -EXCLUSIVE RIGHT OF WAY IN COMMON WITH OTHERS OVER LAKE LANE. TOGETHER WITH INTEREST IN VACATED ORCHARD AVENUE. TOGETHER WITH INTEREST IN VACATED HILL STREET. COMMENCING AT THE NORTHWEST CORNER OF THE NORTHEAST 1/4 OF SECTION 14, TOWNSHIP 7 NORTH, RANGE 18 EAST; THENCE ALONG THE NORTH LINE OF SAID NORTHEAST 1/4, 539.41' TO THE POINT OF BEGINNING; THENCE N04°53'44"W, 127.96' TO THE NORTHWEST CORNER OF LOT 26, PEWAUKEE HIGHLANDS SUBDIVISION; THENCE N81°50'41"E ALONG THE SOUTH LINE OF HILL STREET AS PLATTED, 89.73' TO THE NORTHEAST CORNER OF SAID LOT 26, SAID POINT BEING THE SOUTHWEST CORNER OF VACATED HILL STREET; THENCE N04°56'49"W, 30.05' TO A POINT ON THE NORTH LINE OF HILL STREET; THENCE N81°50'41"E ALONG THE NORTH LINE OF VACATED HILL STREET, 17.25'; THENCE N08°09'19"W, 15.15' TO A POINT; THENCE N66°24'27"E, 71.70' TO A POINT; THENCE N81°50'41"E, 61.98' TO A POINT; THENCE S04°39'55"E, 257.80' TO A POINT ON THE NORTHERLY LINE OF ORCHARD AVENUE; THENCE S74°46'52"W ALONG SAID NORTHERLY LINE, 45.88' TO A POINT; THENCE S05°11'15"E, 50.47' TO THE NORTHEAST CORNER OF LOT B, PEWAUKEE HIGHLANDS SUBDIVISION; THENCE S81°52'43"W, 100.14' TO THE SOUTHEAST CORNER OF ORCHARD AVENUE; THENCE N04°56'49"W, 25.16' TO A POINT ON THE CENTERLINE OF VACATED ORCHARD AVENUE; THENCE S81°30'10"W, 89.96' TO A POINT ON THE EASTERLY RIGHT OF WAY FOR POPLAR DRIVE; THENCE N04°53'44"W, 96.89' TO THE POINT OF BEGINNING. DESCRIBED LANDS HAVING AN AREA OF 62,169.59 SQUARE FEET OR 1.43 ACRES MORE OR LESS.

THAT I HAVE MADE SAID SURVEY BY THE DIRECTION OF RUSSELL A WANKOWSKI AND LORA L WANKOWSKI.

THAT SUCH MAP IS A CORRECT REPRESENTATION OF THE EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE DIVISION THEREOF.

THAT I HAVE FULLY COMPLIED WITH PROVISIONS OF S. 236.34 OF THE WISCONSIN STATUES AND THE SUBDIVISION CONTROL ORDINANCE OF WAUKESHA COUNTY AND THE TOWN OF DELAFIELD, CITY OF DELAFIELD (EXTRATERRITORIAL) AND VILLAGE OF HARTLAND (EXTRATERRITORIAL) IN SURVEYING AND MAPPING THE SAME.

DATED THIS _____ DAY OF _____, 2023.
25th JULY

Michael A. Greeson
MICHAEL A. GREESON P.L.S. 2770



OWNERS CERTIFICATE:

AS OWNERS RUSSELL A. AND LORA L. WANKOWSKI WE HEREBY CERTIFY THAT WE CAUSED SAID LANDS TO BE SURVEYED AND MAPPED AS SHOWN ON THIS MAP. WE ALSO CERTIFY THAT THIS CSM IS REQUIRED TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL: WAUKESHA COUNTY, TOWN OF DELAFIELD, CITY OF DELAFIELD (EXTRATERRITORIAL) AND THE VILLAGE OF HARTLAND (EXTRATERRITORIAL).

WITNESS THE HAND AND SEAL OF SAID OWNERS:

THIS _____ DAY OF _____, 2023.

RUSSELL A. WANKOWSKI, OWNER

LORA L. WANKOWSKI, OWNER

STATE OF WISCONSIN)
) ss.
_____ COUNTY)

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 2023, THE ABOVE NAMED RUSSELL A. AND LORA L. WANKOWSKI, TO ME KNOWN TO BE THE PERSONS WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THE SAME.

NOTARY SIGNATURE _____

PRINT NAME _____

MY COMMISSION EXPIRES _____



SHEET 2 OF 3
DRAFT DATE: 07/25/2023
V2G JOB NO.: 2023-081

PRELIMINARY
CERTIFIED SURVEY MAP NO. _____

PART OF THE SOUTHEAST 1/4 OF SECTION 11 AND LOT "A", LOTS 23, 24, 25 AND 26 IN PEWAUKEE HIGHLANDS, BEING A SUBDIVISION IN PART OF THE SOUTHEAST 1/4 OF SECTION 11 AND THE NORTHEAST 1/4 OF SECTION 14, TOWN 7 NORTH, RANGE 18 EAST, ALL IN THE TOWN OF DELAFIELD, WAUKESHA COUNTY, WISCONSIN. TOGETHER WITH INTEREST IN VACATED ORCHARD AVENUE. TOGETHER WITH INTEREST IN VACATED HILL STREET.

TOWN OF DELAFIELD PLAN COMMISSION APPROVAL CERTIFICATE:

APPROVED BY THE PLAN COMMISSION OF THE TOWN OF DELAFIELD, THIS _____ DAY OF _____, 2023.

EDWARD KRANICK - CHAIRPERSON

DAN GREEN - CLERK/TREASURER

TOWN OF DELAFIELD BOARD APPROVAL CERTIFICATE:

APPROVED BY THE TOWN BOARD OF THE TOWN OF DELAFIELD, THIS _____ DAY OF _____, 2023.

RON TROY - CHAIRPERSON

DAN GREEN - CLERK/TREASURER

CITY OF DELAFIELD PLAN COMMISSION APPROVAL CERTIFICATE (EXTRATERRITORIAL):

APPROVED BY THE CITY OF DELAFIELD PLAN COMMISSION, THIS _____ DAY OF _____, 2023.

EDWARD KRANICK - CHAIRPERSON

MOLLY SCHNEIDER - CITY CLERK

VILLAGE OF HARTLAND PLAN COMMISSION APPROVAL CERTIFICATE (EXTRATERRITORIAL):

APPROVED BY THE VILLAGE OF HARTLAND PLAN COMMISSION, THIS _____ DAY OF _____, 2023.

JEFFERY PFANNERSTILL - CHAIRPERSON

MOLLY SCHNEIDER - CITY CLERK

WAUKESHA COUNTY DEPARTMENT OF PARKS AND LAND USE:

THE ABOVE, WHICH HAS BEEN FILED FOR APPROVAL AS REQUIRED BY CHAPTER 236 OF THE WISCONSIN STATE STATUTES, IS HEREBY APPROVED ON THIS _____ DAY OF _____, 2023.

DALE R. SHAVER, DIRECTOR



Michael A. Greeson





**Village of Hartland
Administration**

210 Cottonwood Ave, Hartland, WI 53029
www.villageofhartland.com

| | |
|--|---|
| Committee: Village Board | Date: August 18, 2023 |
| Village Board Item Number: | Date: August 28, 2023 |
| Submitted By: Sara Rennekamp, Recreation Director | Presenter: Kristyn Smith or Marlene Millevolte |
| Subject: Consideration of a motion to approve Hartland Lights, December 1, 2023. | |
| Details: Special Event paperwork is included in the village board packet. | |
| Executive Recommendation: Staff recommends approval of this event. | |
| Financial Remarks: None at this time. | |
| Options & Alternatives: None at this time. | |



210 Cottonwood Avenue
 Hartland WI 53029
 262-367-2714 FAX: 262-367-2430
www.villageofhartland.wi.gov

SPECIAL EVENT PERMIT APPLICATION

| | | | |
|------------------|-------|------|-------|
| Permit approved | _____ | Date | _____ |
| Permit fees paid | _____ | Date | _____ |
| Deposit paid | _____ | Date | _____ |
| Deposit returned | _____ | Date | _____ |

FEES ARE NON-REFUNDABLE

APPLICATION AND PERMIT FEES ARE DUE 60 DAYS PRIOR TO YOUR EVENT

| ORGANIZATION INFORMATION | | | |
|--|---------------------------------|---|--|
| Name of Organization Hartland Business Improvement District | | | |
| Street Address 135 Cottonwood Avenue | City Hartland | State WI | Zip 53029 |
| Phone Number 262-367-6560 | Are you a 501(c)3 Organization? | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Event Contact Person (First & Last Name) Kirstyn Smith | | | |
| Address | City | State | Zip |
| Email bid@downtownhartland.com | Phone Number | Day of Event Phone Number 262-366-2345 | |
| If applicant is a partnership, provide names, addresses and phone numbers for all partners. Provide names, addresses and phone numbers for all officers and directors if corporation or members if applicant is a limited-liability company. | | | |

| EVENT INFORMATION | |
|---|---|
| Name of Event Hartland Lights | Date(s) of Event December 1st 2023 |
| Event Start Time 6pm | Event End Time 9pm |
| Location of the Event* Corner of Hill & North Avenue | |
| Will your event take place in a Village of Hartland Park? | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |
| <p>You MUST attach a detailed map/diagram of your event indicating the specific location and layout for event including vendors, generators, parking, proposed road closures, structures and portable toilets.</p> <p>*If you are using a Village Park, you must complete the Park Facility Reservation Application and reserve the park facility prior to getting your special event permit approved by the Village Board.</p> | |

OTHER INFORMATION

Generally describe your event and its purpose

Annual downtown Hartland tree lighting

Estimated Number of Participants

Spectators

1000-1500

Vendors

Will alcohol be sold/served? *If yes, liquor and bartender licenses are necessary under separate application.*

Yes

No

Will you be selling/serving food?

Yes

No

Will you have food trucks? *If yes, you will need to obtain Outside Food Vendor Permits under separate application.*

Yes

No

If yes, how many food trucks will be at the event?

Will you be selling merchandise? *If yes, you will need to obtain a Solicitor's Permit under separate application.*

Yes

No

Does the event involve fireworks? *If yes, you will need to obtain a Fireworks Permit under separate application.*

Yes

No

Does the event involve amplified music?

Yes

No

If yes, will the amplified music be a: Choir

Band

DJ

Hours of amplified music: 6 PM - 6:30 PM

Noise is regulated within the Village of Hartland. The Village ordinance states that no person shall make loud noise such as may tend to unreasonably annoy or disturb the peace and quiet of another in the vicinity. Music for special events shall terminate at 9:00 p.m. if the event held Sunday through Thursday and at 11:00 p.m. if the event is held on a Friday, Saturday or holiday weekend.

Is street closure requested?

Yes

Yes

No

Hours of street closure: 5:45pm - 8:30pm

Diagram for Street Closure Provided?

Yes

No

Will you need barricades provided by the Village for your event?

Yes

No

How many barricades needed for your event?

Unknown

"Road Closed" signs requested?

Yes

No

Will you be erecting any tents, canopies or other temporary structure(s)? *If yes, You will need to provide a plan for their proposed locations and the Department of Public Works will need to inspect these structures prior to the start of your event. Tents over 400 sq. feet will require inspection by the Building Inspector.*

Yes

No

Will you be providing portable restrooms and wash stations?

Yes

No

OTHER INFORMATION CONTINUED

If yes, how many will you provide and where will they be located? Also how will solid waste be disposed of?

Will you provide parking for participants?

Yes

No

If yes, where will parking be available?

Dousman transport shuttle to Rossly Wiggly

Will you provide a dumpster/clean-up services?

Yes

No

If yes, please describe your clean-up and refuse collection plan.

Will the event require additional security?

Yes

No

Will you have an emergency plan in the event of severe weather?

Yes

No

Will the event require first aid and/or emergency responders?

Yes

No

INSURANCE REQUIREMENTS

The Special Event Sponsor will obtain liability insurance for the event. Proof of this insurance with coverage no less than \$1,000,000, must list the Village of Hartland as an additional insured party and is due no later than 20 days before the event.

Do we need this? we are the Village

Are you able to provide these insurance documents?

Yes

No

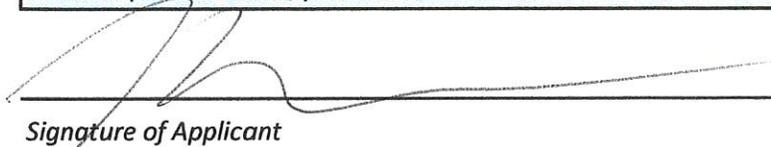
DEPOSIT REQUIREMENTS

For events to held in a Village Park: The applicant may be required to submit to the Village a refundable deposit based on number of attendees (see Park Facility Reservation Application). The deposit shall be refunded to applicant, if, upon inspection, all is in order, or a prorated portion thereof as may be necessary to reimburse the Village for loss or cleaning costs. The Village reserves the right to retain the entire deposit if cleanup is not completed satisfactorily in the time frame as specified in the permit. Unless otherwise stated in the permit, the applicant shall be fully responsible for all necessary cleanup associated with the permitted event to be completed within twelve (12) hours after the conclusion of the event.

TERMINATION OF AN EVENT

The Village reserves the right to shut down a special event that is in progress if it is deemed to be a public safety hazard by the Hartland Police Department and/or Fire Department and/or there is a violation of Village Ordinances, State Statutes or the terms of the Applicant's permit. The Village Administrator and/or his/her designee may revoke an approved Special Events Permit if the applicant fails to comply in good faith with the provisions of the permit prior to the event date.

By signing this form, the applicant certifies authorization to act on behalf of their organization and hereby agrees to hold the Village, its officers, employees, agents and contractors, harmless against all claims, liability, loss, damage or expense (including but not limited to actual attorney's fees) incurred by the Village for any damage or injury to person or property caused by or resulting directly or indirectly from the activities for which the permit is granted. Any change to coverage requires Village approval. The applicant is responsible for obtaining all necessary reservations, permits and licenses.



 Signature of Applicant

6/14/23

 Date

For staff use only

Park/Rec. Board approval, if necessary, on:

Application forwarded to:

- Administrator
- Building Inspector
- Fire Chief
- Police Chief
- Public Works Director
- Rec Director

Village Board approval, if necessary, on:

Date: _____

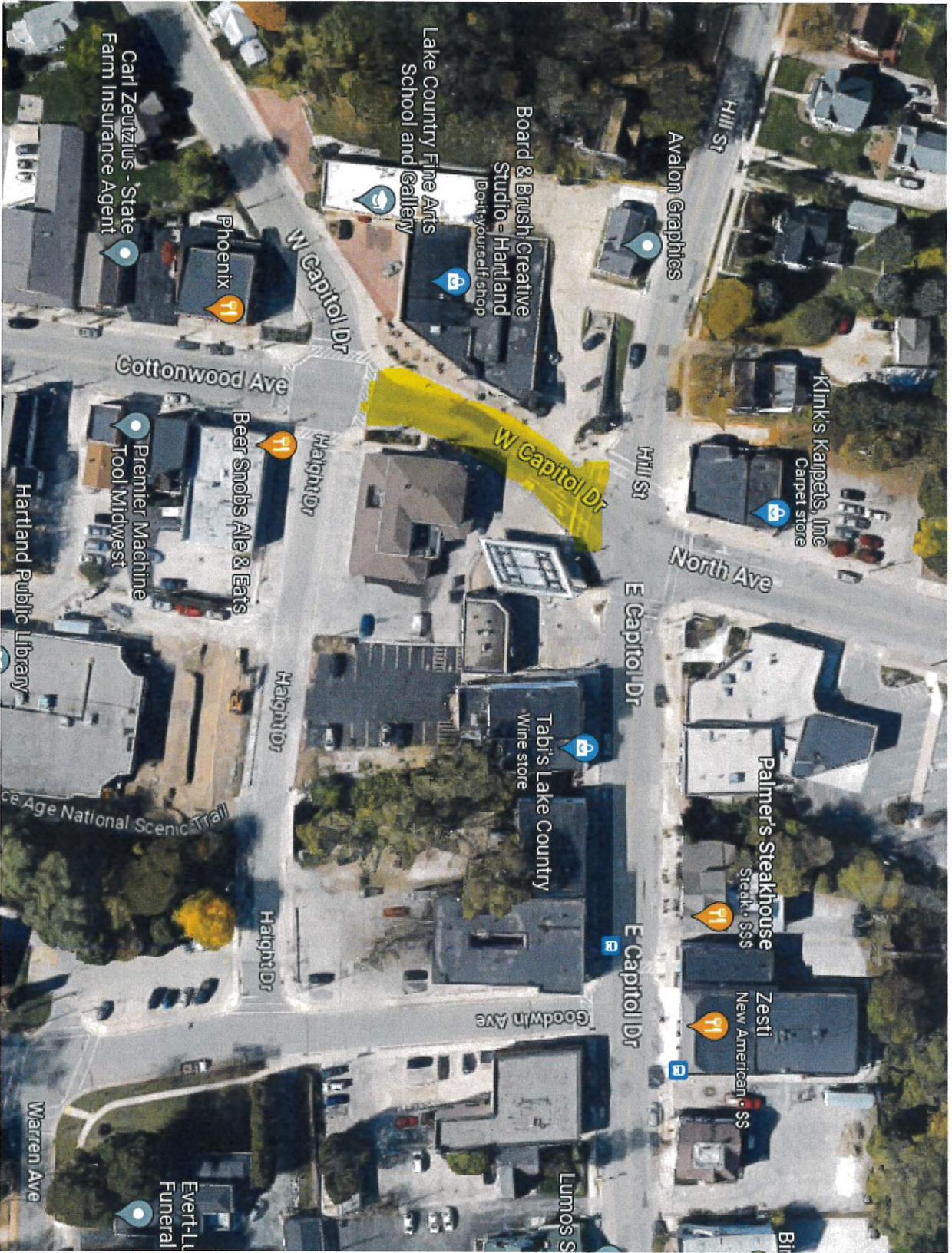
| DEPT. | APPROVE | DENY | BY | REASON (if denied) |
|--------------|---------|------|---------------------|--------------------|
| Bldg. Insp. | | | | |
| Clerk | ll | | Darlene Jpl | |
| Fire | DXX | | Daniel J. Lee | |
| Police | TM | | Chief Miska 6/14/23 | |
| Public Works | DJ | | D. J. Lee | |
| Rec | SK | | SK | |

Fees

| | | |
|-----------------------------|----------------------------|----------------------------|
| _____ Outside Food Vendors | _____ Special Event Permit | TOTAL FEES _____ |
| _____ Park Facility Fees | _____ Temp. Bartender's | |
| _____ Solicitor's Permit(s) | _____ Temp. Class B | |

All requirements for this special event have been met.

Village Administrator approval _____ Date _____





**Village of Hartland
Administration**

210 Cottonwood Ave, Hartland, WI 53029
www.villageofhartland.com

| | |
|--|----------------------------------|
| Committee: Village Board | Date: August 18, 2023 |
| Village Board Item Number: | Date: August 28, 2023 |
| Submitted By: Sara Rennekamp, Recreation Director | Presenter: Sara Rennekamp |
| Subject: Discussion and consideration of a motion to auto-renew the City of Delafield Recreation agreement. | |
| Details: The annual recreation contract with the City of Delafield is up for automatic renewal on September 1, 2023. Included in the packet is the contract and additional information on the Delafield classes. | |
| Executive Recommendation: Staff recommends board discussion and direction. | |
| Financial Remarks: None at this time. | |
| Options & Alternatives: None at this time. | |

Recreation Agreement
Between the Village of Hartland
And the
City of Delafield

The Village of Hartland (hereinafter "Village") and the City of Delafield (hereinafter "City") hereby agree to cooperate in the provision of Recreation and Community Education programming for the Village of Hartland and the City of Delafield. Previously, the City and the Village entered into an agreement in 2003 to create a pilot program to provide shared recreation services from April 1, 2003 through May 31, 2003. Since that time, the City and Village have cooperatively provided residents of the City recreational programs through the Village Recreation Department. This Agreement has been updated as of the last date of execution below, and this agreement replaces all prior agreements between the City and Village relating to the subject matter of this agreement.

Through this partnership and agreement, expanded recreational and community education opportunities will be offered to residents of the City as well as to residents of the Village.

Pursuant to this agreement, the Village and the City agree as follows:

1. Term of this agreement shall be two (2) years beginning with programs offered in January 2021 and extending through programs offered until December 31, 2022. Thereafter, this Agreement shall automatically renew for one (1) year terms unless either party notifies the other party in writing of its intent to modify or terminate the agreement not later than September 1 of the year prior to termination of the Agreement.
2. In cooperation with the City, the Village will provide the programming, instructors/staff, registration process and produce the recreation programs offered. The offering of specific recreation programs, the curriculum and the location at which programs are offered shall be within the discretion of the Village's Recreation Director. The availability of specific recreation programs shall be further subject to the availability of qualified instructors and class sizes, as established by Village's Recreation Director. City shall work with Village to identify specific recreation programs for the locations within the city.
3. The Village will offer an identical registration fee structure for recreation and community education programs to residents of the City and the Village so that all City residents are eligible for "resident" rates.
4. Annually, in December, Village will invoice City a flat sum for services provided through this agreement as described below plus the City's proportionate share of the actual cost plus the City's proportionate share of the actual cost of printing of the three seasonal recreation

program guides. Initially, the City will receive 200 copies of each of the three seasonal program guides. However, the City shall be allowed to increase or decrease the number of guides that it wants in the future by notifying the Hartland Recreation Director in advance of the placement of a printing order. Effective for the 2022 calendar year, the flat fee will be \$2,500 and will remain fixed for 5 years. The annual fee for 2021 will remain at \$2,000.

5. The City will provide access to and usage of specifically designated areas in City buildings and parks for programming at no charge, except additional costs not normally incurred by the City may be charged upon prior mutual agreement of the parties. Recreation and Community Education programming will have priority over all other users except City functions. The City shall have sole discretion to designate those areas of each building that are available to the Village for programming.
6. Recreation and Community Education programs shall be subject to the same facility use rules as are in place for other users of a given facility except as may be specifically agreed to in advance between the City and Village.
7. **Liability Insurance.** In the interest of the partnership contemplated under this Agreement, the Village and City agree that each bears responsibility to orderly maintain facilities and program areas and to undertake programming in a reasonable manner with due attention to safety and risk limitation. In addition, the parties recognize that each retains certain statutory liability protections. In this regard, the parties agree as follows:
 - 7.1 **Responsibility for Respective Agents.** In connection with the actual programs to be offered and areas and facilities to be used to provide the programs pursuant to this Agreement, each of the parties shall be responsible for the acts and omissions of their respective officers, employees and agents giving rise to any liability, claims, demands, legal actions or suits, fines, costs and related expenses of any kind in connection with any damage, injury or death to person or damage or injury to property.

Nothing in this Agreement shall be construed to make the agent(s) of one party the agent(s) of the other.

7.2 **No Waiver.** Nothing contained within this agreement is intended to be a waiver or estoppels of the Village or the City or their respective insurers to rely upon the limitations, defenses, and immunities contained within Wisconsin law, including those contained within Wisconsin Statutes 893.80, 895.475 through 895.62 and 345.05

7.3 **Liability Insurance.** The Parties must maintain during the term of this Agreement, a public liability insurance policy providing minimum limits of liability for bodily injury of \$1,000,000 for each person and for each occurrence and property damage limits of \$1,000,000 for each accident and \$1,000,000 in aggregate.

7.4 Contents Insurance. During the term of this Agreement, the Village and the City shall, at their own expense, be responsible for insuring their respective personal property located on the premises made available for program offerings pursuant to this Agreement against damage and destruction by fire, theft or other perils.

Further, the parties agree that this Agreement has no effect on the existing agreements in place or future agreements as may be developed between the Village and other municipalities or organizations for the provision of, or related to, recreational programs.

Approved as of the date of the last signature below

Approved Village of Hartland

Approved City of Delafield

14 day of Dec., 2020.

11 day of 24, 2020.

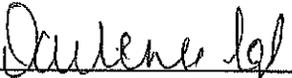


Jeffrey Pfanderstill
Village President



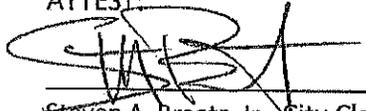
Kent Attwell, Mayor

ATTEST:



Darlene Igl, Village Clerk

ATTEST:



Steven A. Braatz, Jr., City Clerk

| Delafield Fish Hatchery Offerings | | |
|--|------------------------|------------------------|
| Class Name | 2022 Enrollment | 2023 Enrollment |
| Art Studio for Adults | 122 | 89 |
| Essential Morning Yoga | 102 | 103 |
| Nia | 52 | 27 |
| Open Art Studio | 0 | 9 |
| Qigong | 30 | 22 |
| Revitalizing Evening Yoga | 36 | 20 |
| Sheepshead | N/A | 29 |
| | | |
| | 2022 | 2023 |
| Total Revenue | \$ 25,287.00 | \$ 13,748.00 |
| Instructor Pay | \$ 16,950.80 | \$ 11,840.00 |
| Net | \$ 8,336.20 | \$ 1,908.00 |



**Village of Hartland
Administration**

210 Cottonwood Ave, Hartland, WI 53029
www.villageofhartland.com

| | |
|---|---------------------------|
| Committee: Village Board | Date: 8/22/2023 |
| Village Board Item Number: | Date: 8/28/2023 |
| Submitted By: Dave Felkner, DPW Director | |
| Subject: Discussion and Consideration of the Education Support Policy Agreement | |

Details: Staff encourages our employees to better themselves through education. The Village will pick up the cost of this education if it pertains to DPW work tasks.

This continued service policy will ensure that the Village will benefit from the education that we paid for.

Financial Remarks:

Training is budgeted through the DPW, Water and Sewer accounts.

Options & Alternatives:

Executive Recommendation:

Staff recommends implementing the education support policy agreement.



Village of Hartland
210 Cottonwood Avenue
Hartland WI 53029
PH: 262-367-2714
FAX: 262-367-2430
www.villageofhartland.wi.gov

Education Support Policy Agreement

The Village of Hartland through its Department of Public Works administers a policy of contributing toward costs incurred by employees who receive approval for additional education or training. The intent of this Education Support Policy is to improve the skills and performance capabilities of staff while encouraging their retention within the Village of Hartland workforce. All education or training must be approved in advance by the Director of Public Works on the basis of the needs of the Village.

1. DPW employees must have been employed by the Village DPW a cumulative period of one (1) full years in order to be eligible under this policy.
2. Hartland agrees to contribute to the cost of tuition and fees of the *participating employee* (“Employee”) in the form of after-the-fact partial or full reimbursement.
3. Employee will not be eligible for or receive compensation for time/hours spent preparing for or attending classes, tests, or other activities related to participation in the class or training, including travel time.
4. Employee agrees to remain an employee in good standing as required by the Hartland Department of Public Works while enrolled in the course or training and agrees to continue to work the same number hours as when approved for such education or training and to continue to do so during the period that follows indicated in section 8. below.
5. **Employee hereby grants the Director of Public Works or designee, under the Family Education Right to Privacy Act (“FERPA”) and all other applicable provisions of law, full access and knowledge of his/her progress, grades, and status associated with the approved education or training.**
6. Employee commits to and agrees to remain in a passing evaluation status throughout the duration of the class or training. Employee agrees to successfully complete all the assignments and work required to complete the class or training and to achieve evaluations to successfully pass the course of study or training.
7. Employee agrees, as a representative of the Hartland Department of Public Works, to exhibit upstanding and professional behavior while participating in all aspects of the approved training or education.
8. In consideration of being eligible to participate under the Education Support Policy, Employee agrees to remain an employee in good standing with the Hartland Department of Public Works for a minimum of

three (3) years after completion of the final class or period of instruction facilitated by the Education Support Policy.

9. Employee agrees to pay back the Village of Hartland all expenses of the aforementioned class (es) or training within 30 days of notice, if there is any breach of sections 4 through 8 as stated above. In the event that timely pay-back does not occur, Employee agrees to be responsible for all costs associated with the class or training, the collection expenses, including court costs and attorney fees, and other costs incurred by the village in obtaining a refund of funds paid out under the Education Support Policy.

I, _____ having read and understand the conditions stated in this agreement, accept the support of both the Department of Public Works and the Village of Hartland and agree to all of the provisions of this Education Support Policy Agreement.

Signed Employee: _____, Date _____

| |
|---|
| Description of Education or Training Approved and Financial Contribution Approved: _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ |
|---|

Signed DPW Director: _____, Date _____

Village Manager _____, Date _____



**VILLAGE OF HARTLAND
VOLUNTEER PROFILE SHEET**

Name _____

Home Phone # _____ Work Phone # _____

Email Address _____

Home Address _____

Background:

Please number the following Boards, Commissions or Committees by order of preference you are interested in serving on:

Environmental Corridor and Open Space Committee (3 Year Term)

Ice Age Trail Community Committee (2 Year Term)

Joint Architectural Board/Plan Commission (3 Year Term)

Library Board (3 Year Term)

Park and Recreation Board (3 Year Term)

Police and Fire Commission (5 Year Term)

Zoning Board of Appeals (3 Year Term)

Signature _____ Date _____

Return to: Village of Hartland
c/o Village Clerk's Office
210 Cottonwood Avenue
Hartland, WI 53029
Email: darlenei@villageofhartland.wi.gov

Background

- CPA, retired from American Family Ins. after 38 years.
 - Experience includes:
 - 17 years of management at the director and second level manager
 - Managed budgets in excess of \$350 million
 - 19 years of experience coaching upper management on process management and internal financial controls
- Lived in Hartland for 34 years:
 - Volunteer for many clubs, organizations, and special projects. Including:
 - Hartland/Lakeside School Board
 - Committee member of study that recommended new middle school
 - Led Hartland/Lakeside School District referendum.
 - Current volunteering:
 - ECOS Committee
 - Kiwanis of Hartland
 - Woman's Club of Hartland – Membership Chair