

**Spring Brook Watershed Lake Management District Agenda
Mukwonago Community Library
511 Division Street, Mukwonago WI
Monday 24 February 2025 at 6:30 PM**

6:30 PM – Call Meeting to Order:

Open Forum:

Correspondence:

Secretary's Report:

- Review and act on Secretary's draft 30 September 2024 minutes.

Treasurer's Report:

- Review and approve Treasurer's Report.
- Review interest earning options for SBWLMD assets.
- Take action of bills.

Watershed and lake information, dam maintenance and future needs:

- Dam Maintenance:
 1. Review standing dam orders and schedule completion of required bench mark survey.
 2. Dike maintenance – prescribed burn by Mukwonago Fire Department spring 25.
- Shoreland Zoning refresher and lakeshore modifications.

Recreational use town access use.

- Water quality and general lake conditions.
- Nuisance animal update.
- Fish management update and future management.

Legislative Update Town/County State:

Select dates for future meetings:

Adjournment:

Posted 21 February 2025 Waukesha County Countyclerk@waukeshacounty.gov, Genesee and Mukwonago Town Halls and websites, [jCounty Naturalist jrobson@waukeshacounty.gov](mailto:jrobson@waukeshacounty.gov) Waukesha County Invasive Species Coordinator, DNR Lakes Heidi Bunk and SEWRPC Chief Biologist Tom Slawski

Spring Brook Watershed Lake Management District Draft Minutes
Mukwonago Town Hall
W320 S8315 Beulah Road
Monday 30 September 2024 at 6:30 PM

6:30 PM – Call Meeting to Order: All Commissioners in attendance. Citizens in attendance included Bruce Conners and Kathryn Bell.

Open Forum: Bruce Conners indicated that he used the Town access several times during the past couple months and the condition of the makeshift dock used for launching watercraft is very precarious and wondered if it could be improved. Peter Topczewski indicated he would look into it, but expressed concern that ADA standards might make improvements difficult.

Correspondence: Nothing reported.

Secretary's Report

- Review and act on Secretary's draft 24 June, 2024 minutes. Motion by Topczewski and second by Psichulis to approve as drafted. Motion unanimously approved.
- Review overview of Chapter 33 – Roles of commissioners, duties of officers and the role of the lake district. Briefly discussed the role of commission to represent the electorate and be responsible for the goals of the district to protect Willow Springs Lake.

Treasurer's Report:

- Review and approve Treasurer's Report. Motion by Topczewski and second by Psichulis to approve SBWLD Treasurers report dated 31 August as drafted. Motion unanimously approved.
- Review interest earning options for SBWLMD assets. Treasurer Pritzlaff reported that the local government investment pool continues to earn interest rates above other savings and CD accounts. He recommends we continue to place SBWLMD funds in this account as they earn interest and are not penalized in the event of fund withdrawals as are CDs.
- Take action of bills. McNelly made a motion, which was second by Topczewski to reimburse \$50 to Paul Gruber for supplies used (removing downed cottonwood trees on the dike in preparation for the brushing). Motion was unanimously approved.

Watershed and lake information, dam maintenance and future needs:

- Dam Maintenance:
 1. Review standing dam orders and schedule completion of bench mark survey. Ad hoc committee chair Bell reported that the DNR has not approved the recently revised Emergency Action Plan (Summer 24). Bell recommends completion of the bench mark elevation survey during the winter using the ice cover.
 1. Dike maintenance – prescribed burn by Mukwonago Fire Department spring 25 – act on fire break proposals and log removal. Motion Topczewski and second by Psichulis to pay Liberty Outdoors the contract amount of \$1750 upon successful completion of the brushing during the fall. Motion unanimously approved.
- Recreational use summer 2024 and Mukwonago Town access use. Access use seems to be a little less than previous years. The condition of the access boarding dock may be a contributing factor. Topczewski will check on the Town's perspective on improving the boarding dock. The Town relies on Wisconsin Recreational Immunity Law for liability protection on Town green spaces.

- Water quality and general lake conditions. Observations indicated that the aquatic vegetation was less abundant than previous years. Water clarity remained good. These conditions are generally related to fertility in the water which might have been lower due to reduced rainfall washing fertilizer from the surrounding lawn areas into the lake.
- Nuisance animal update. Psichulis reported observations of muskrat and beaver, however the numbers are not higher than in past years. No burrowing activity has been noted near the dike.
- Fish management update and future management. Psichulis reported that larger crappie are showing up in anglers catches. Panfish size structure seems to be improved over previous years.

Legislative Update Town/County State: Nothing to report.

Select dates for future meetings: Winter meeting may be scheduled for January depending on need.

Adjournment: Motion Topczewski and second by Psichulis to adjourn the meeting at 7:24 PM. Motion unanimously approved.



DO YOU NEED TO APPLY FOR A ZONING PERMIT?

Any person owning property in the Town of Ottawa as well as the Shoreland and/or Floodland areas (1000 feet from a lake or pond and/or 300 feet from any other navigable body of water or its floodplain whichever is greater) of the Towns of Brookfield, Delafield, Eagle, Genesee, Merton, and Mukwonago is within the **zoning jurisdiction** of Waukesha County. The County's zoning jurisdiction does *not* include cities or villages. You should also contact the appropriate municipality, as applicable, for their zoning requirements. If you have a question as to whether or not your property is within the County's zoning jurisdiction, please contact the Planner of the Day at (262)548-7790 with your tax key number and we will assist you.

A **Zoning Permit** is required for the following types of projects:

New residential, commercial, industrial, public/institutional construction; additions to or remodeling (interior/exterior) of existing structures; detached accessory buildings and/or structures of any size; decks; patios; pools; towers; new or replacement retaining walls; entrance gates/monuments; impervious surface; vegetation removal; and grading activities.

It should be noted this list may not be an inclusive list. Please contact the Planner of the Day at (262)548-7790 if you have a question as to whether or not your project requires a Zoning Permit.

Zoning Permit Application Procedure

All requests for a Zoning Permit must be submitted electronically to: pod@waukeshacounty.gov

Website for forms: <https://www.waukeshacounty.gov/landandparks/planning-and-zoning/permit-and-form-information/>

All requests shall consist of a complete application form, a plat of survey, and the required fee. After the fact requests will be charged double the required permit fee. Additional supporting materials may be required for certain projects (Grading Plan, Cost Estimate, etc.). **New residences also require the submittal of the Sanitary Permit Number, Soil Borings, and a set of Building Plans.** All projects must also receive approval from the **Environmental Health Division (EHD) of the Department of Parks and Land Use, which may be up to a two week process.** If the zoning permit is approved, it is issued to the Town Building Inspector upon receipt of the Preliminary Site Evaluation (PSE) from the EHD (unless the site is served with municipal sewer). The Building Inspector may require a Building Permit. If you are conducting grading activities, you may also need to secure an Erosion Control Permit from the Building Inspector and/or the Land Resources Division of the Department of Parks and Land Use. You have six (6) months to begin the project and 18 months to complete the project unless otherwise noted. If your permit is denied, you may appeal the denial through the Board of Adjustment procedure (please contact the Planner of the Day at (262)548-7790). Excessive grading requests may require a Conditional Use Permit (please contact the Planner of the Day at (262)548-7790).

NOTE: The information contained herein is for informational purposes only. In the event you have any questions regarding the Zoning Permit application process, or specific ordinance requirements, please do not hesitate to contact the Planner of the Day at (262)548-7790.

Waukesha County Department of Parks and Land Use
Planning and Zoning Division
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