

**WASHINGTON COUNTY CODE**

**CHAPTER 21**

**PLANNING AND PARKS**

**21.01 PUBLIC WORKS COMMITTEE**

**21.02 POWERS OF PUBLIC WORKS COMMITTEE**

**21.03 DUTIES OF PUBLIC WORKS COMMITTEE**

**21.04 REFERRALS TO PUBLIC WORKS COMMITTEE**

**21.05 OPTIONS TO PURCHASE, SELL & TRANSFER PARK LANDS**

**21.06 PLANNING AND PARKS DEPARTMENT**

**21.07 PARK REGULATIONS**

**21.08 CREATION OF PARK DISTRICT FOR COUNTY-OWNED LANDS**

**21.09 COMPREHENSIVE PLAN**

## CHAPTER 21

### PLANNING AND PARKS

**21.01**(AM 99-45)(AM 16-12) **PUBLIC WORKS COMMITTEE.** (1)(AM 01-8) (AM 16-12) **Establishment.** The Public Works Committee is hereby established to serve as the County park and planning commission for Washington County in accordance with §59.69(2), Wis. Stats., which commission shall also assume the function and authority of a park commission created under §27.02, Wis. Stats., when the body is comprised of the membership as set forth in §2.22.

(2)(AM 99-45) (AM 16-12) **Membership.** The Park and Planning Commission shall consist of 5 members of the County Board as appointed by the County Board Chairperson, according to §59.13(1), Wis. Stats.

(a) When fulfilling role of a parks commission pursuant to §27.02 and §2.22 of this Code, the membership shall consist of seven (7) members comprised of the Public Works Committee, the First Vice-Chair of the County Board and the FSA Chairperson or designee.

(b) When fulfilling role of the Land Conservation Committee pursuant to §92.06 and Chapter 15 of this Code, the membership shall consist of the Public Works Committee and the FSA Chairperson or designee.

**21.02**(AM 01-8) (AM 16-12) **POWERS OF PUBLIC WORKS COMMITTEE.** (1)(CR 98-25)(AM 99-45)(AM 05-3)(AM 05-6)(AM 16-12)(AM 17-28) For purposes of this chapter, the County Public Works Committee, when fulfilling its role as a park and planning commission, shall have such powers as may be necessary to enable it to perform its functions and duties and promote rural and park planning per §27.019, Wis. Stats.; and such powers shall include the following:

(a) To make by-laws and use a common seal.

(b) To assist the Administrator in the administration of the Planning and Parks Department.

(c) To have charge and supervision of all County parks and County reservations subject to the County Board's supervision and regulations as prescribed in §27.05, Wis. Stats.

(d) To make recommendations on any aspect of planning to the County Board, including comprehensive planning.

(e) To have charge and supervision of all undeveloped County-owned lands not under the jurisdiction of any other committee, and to make recommendations to the County Board regarding the proper use and development of such lands.

(f) To adopt fees for plat review, licenses, permits, variances, appeals, informational products, park reservations, park entry and launch fees through the annual budget process. Fees shall be prominently displayed after adoption. The initial fees shall be as established in 1998 Ordinance 25.

(g) To serve as the Standing Committee for the Planning and Parks Department, Register of Deeds and Land Information Council.

(h) The chairperson of the Public Works Committee shall serve as Chairperson of the Committee, the Land Conservation Committee as described in §2.27 and the County Parks Commission as described in §2.22.

(2)(AM 01-8) (AM 16-12) When fulfilling the role of Planning and Parks Commission, the Public Works Committee shall have all additional powers and duties granted or assigned by the Wisconsin Statutes to County park commissions and County rural planning committees; and any amendments thereto are hereby granted or assigned to the commission; and such statutes are hereby adopted by reference.

**21.03(AM 01-8) (AM 16-12) DUTIES OF PUBLIC WORKS COMMITTEE.** The Public Works Committee shall have the following functions and duties:

(1)(AM 04-10) (AM 16-12) With the assistance of County staff, to make a thorough study of the County with reference to the acquisitions of lands therein for public uses and improvement of such lands for parks, playgrounds, forest reservations, parkways, and boulevards, report the same to the County Board and create districts for same.

(2) (AM 16-12) To establish policies and procedures for the review of surveys, maps and plans of a comprehensive County park and open space plan and report the same to the County Board.

(3) (AM 16-12) To review surveys, maps and plans of a County system of streets and parkways and report the same to the County Board.

(4) (AM 16-12) To establish policies in relation to Floodplain and Shoreland-Wetland zoning ordinance for the County Board's consideration in accordance with §§59.69, 59.692, 59.694, 87.30 and 286.31, Wis. Stats.

(5) (AM 16-12) To establish policies in relation to Nonmetallic Mining Reclamation, Erosion Control and Stormwater Management and Animal Waste Storage Facilities.

(6) (AM 16-12) To review and recommend actions for land division regulations and submit same to the County Board in accordance with §236.45, Wis. Stats.

(7) (AM 16-12) To recommend any changes or amendments to the County Board deemed necessary or desirable concerning the County's park and open space plan, County park system of streets and parkways plan, street and highway map, zoning and land division ordinances.

(8) (AM 16-12) To consider and report or recommend on all matters requested by the County Board and required by §27.015(7), Wis. Stats.

(9) (AM 16-12) To regulate Sanitary/Private On-site Waste Treatment Systems by establishing policies and procedures for the administration and enforcement of Ch. 25 of this Code as provided in sec. 25.11(5) of this Code.

(10)(AM 05-6)(AM 09-13) (AM 16-12) To prepare and recommend a Comprehensive Plan for County Board's consideration in accordance with §§66.1001, Wis. Stats., and to initiate the following:

(a) Amendments to the Comprehensive Plan as required by law and conduct public hearing therein;

(b) Action to ensure that these ordinances recognize and address the Comprehensive Plan;

(c) A report to the County Board, as needed, regarding the status of the County Comprehensive Plan and any amendments thereto.

(11) (AM 16-12) To assist in the preparation of a Land Division code (Ch. 24) and administer and enforce same.

**21.04**(AM 01-8) (AM 16-12) **REFERRALS TO PUBLIC WORKS COMMITTEE.** (AM 16-12) The County Board or other public body or officer of the County having final authority thereon shall refer to the Public Works Committee, for its consideration and report before final action is taken, the following matters:

(1) (AM 16-12) All rural planning duties assigned by §27.019(7), Wis. Stats.

(2) (AM 16-12) All changes and amendments to the County's park and open space plan, a County park system of street and highway plan, street and highway map, zoning and land division ordinances.

(3) (AM 16-12) All changes and amendments to existing town official maps consistent with the County's Comprehensive Plan.

**21.05 OPTIONS TO PURCHASE, SELL & TRANSFER PARK LANDS.**(AM 01-8)(AM 16-12)(AM 17-28) The County Public Works Committee, when serving as a parks commission, is authorized to negotiate and enter into options to purchase lands for park purposes consistent with the comprehensive County park system, and County parks and open space plan, and sell or transfer park property, provided however, that the exercise of any such option and the ultimate purchase, sale or transfer of such park lands shall be subject to County Board consent and approval.

**21.06 PLANNING AND PARKS DEPARTMENT.** (RR 99-45)(AM 03-42)(AM 05-3)(AM 07-24)(AM 16-12) **Creation.** There is hereby established the Planning and Parks Department of Washington County consisting of the following divisions: the Administrative Division, Planning Division, Golf and Park Division, Land Use Division and Land and Water Conservation Division.

**21.07 PARK REGULATIONS. (1)(AM 16-12) Definitions.**

(a) "Public Grounds" includes all public parks and trails owned or operated by Washington County.

(b) "Vehicle" includes any motor vehicle, bicycle, power driven mobility device, snowmobile, motorcycle, trailer, wagon, horses or any other means of travel.

(c) "Watercraft" means any device used and designed for navigation on water.

(2)(CR 99-41)(AM 01-8)(AM 05-18)(AM 15-6) (AM 16-12)(AM 17-28) **Unlawful Conduct.** It shall be unlawful for any person to commit any of the following acts in or upon any public grounds in Washington County.

(a) Parking. To park any vehicle upon such public grounds except within the limits of clearly marked parking areas.

(b) Operation of Vehicles. To operate any vehicle upon such public grounds except upon clearly marked public roadways.

(c) Vehicle/Boat Trailer Parking. In addition to the park regulations that apply to public grounds, the following vehicle/boat trailer parking regulations shall apply to County owned and operating boat launch facilities.

1. It shall be unlawful for any person to park any vehicle in a County Park except within the limits of clearly marked parking areas. No vehicle/boat trailer or boat trailer may be parked except in a parking lot space designated "car/trailer." No vehicle without a trailer may be parked in a space designated "car/trailer." The Washington County deposit schedule established by sec. 14.22 of this Code shall be amended to provide for a \$50 penalty for parking violations under this paragraph. This forfeiture shall include all costs, and there shall be no fees or assessments added to the parking violation.

2. It shall be unlawful for any person to launch a watercraft from a County Park unless prior to the launch the posted launch fee is paid. The launch fee shall be established during the County's annual budget process and prominently displayed after adoption. The launch fee shall be due without regard to the parking of a launch vehicle at the park. Failure to pay the launch fee may result in the issuance of a citation and the imposition, upon conviction, of a forfeiture pursuant to §§14.42 and 14.43 of this Code.

3. It shall be unlawful for any person to fail to clearly display the valid launch permit with permit number visible on the dash of a parked vehicle with boat trailer. Failure to display valid permit with permit number visible may result in the issuance of a citation and the imposition, upon conviction, of a forfeiture pursuant to §14.42 and §14.43 of this Code.

(d) Speed Limit. To operate any vehicle upon any roadway within the limits of such public grounds at a speed in excess of 15 miles per hour, or posted speed limit.

(e) Closing Hours. To enter or remain upon such grounds between the hours of 10:00 p.m. and 6:00 a.m. unless authorized by a permit issued by the Planning and Parks Department, or unless the closing hours for any given public grounds are modified by the Planning and Parks Department and the public is notified of a modification by the posting of signs on such grounds.

(f) Firearms. Except as authorized by law or regulation, to carry, keep or use any firearm, bow and arrow, slingshot, trap, gun or other shooting device upon such public grounds. This prohibition does not apply to special archery events permitted or authorized by the Planning and Parks Department or to forestry management hunting seasons approved by the Public Works Committee.

(g) Vandalism. To soil, deface, injure, damage, upset or destroy any building, fence, fountain, bench, table, receptacle, fireplace, tree, bush, flowers or other object situated, used or kept upon such public grounds.

(h) Digging. To dig or break up the ground surface in any public grounds except in areas specifically permitted by the Department.

(i) Fires. To build any fires upon such public grounds except in fireplaces, fire pits or other suitable facilities provided for that purpose; or to dispose of live embers of any fire.

(j) Litter. To leave, throw or break any bottle, box, refuse can or other object in the lakes or streams, or at any other place upon such public grounds except in clearly marked refuse receptacles provided for that purpose.

(k) Animals. To take, have or keep any animal upon such public grounds except when such animal is under control on a leash not to exceed 6 feet in length and except where the leash is kept in hand at all times unless secured to a permanently fixed object. No dogs or other animals shall be permitted within a posted swimming area. This subsection shall not apply to designated dog exercise areas, or to animals participating in events or other programs authorized by the Planning and Parks Department.

(l) Fireworks. To set off fireworks of any kind except when a public display permit has been issued by proper authority in accordance with the Wisconsin Statutes.

(m) Posted Rules. To fail, refuse or neglect to obey the regularly posted rules and regulations of the Public Works Committee or Washington County Board of Supervisors for the use or enjoyment of any facilities upon such public grounds.

(n) Geocaches and Letterboxes. To place a geocache or letterbox within the public grounds without prior written approval from the Planning and Parks Department.

(o) Group Use of Parks. Any assembly of persons over 100 in number without a shelter rental agreement shall submit a Special event Request Form with the Planning and Parks Department before using the park and/or facility giving the name of a person responsible and the activity planned.

(p) Music. Portable music and sound equipment may be used in the park only in such a manner which is not a nuisance to other users or park personnel. Live amplified music or amplified musical instrument playing is allowed in the parks only with prior approval of the Planning and Parks Department at the time of reservation or as stated in an approved Special Event Request Form.

(q) Alcohol. To consume alcoholic beverages on such grounds during closing hours unless otherwise authorized by the Planning and Parks Department.

(r) Golf Course Regulations. 1. Except where inconsistent with this paragraph, all park regulations shall apply to the Washington County Golf Course.

2. The Public Works Committee is hereby authorized pursuant to §125.06(6), Wis. Stats., to permit the use and sale of fermented malt beverages at the County Golf Course to be sold by officers or employees of the County under those specific regulations adopted by the Public Works Committee.

(3) (AM 16-12)(AM 17-28) **Reservations**. Groups may reserve dates to use certain park facilities and areas according to the following:

(a) All reservations must be made by a responsible person, 18 years or older, who is a member of the group proposing to reserve the park facilities.

(b) The individual making the reservation shall be responsible for any damage or improper conduct occurring in connection with said reservation.

(c) Use charges shall be as determined by the Public Works Committee.

(d) Damage and cleanup deposit.

1. Damage deposits must be received at the time of the reservation. Damage deposits will be returned in accordance with current Washington County accounting procedures unless physical damage, excessive litter, or conduct which violates various Federal, State, County or local regulations occurs in connection with said reserved activity. Damage in excess of a deposit shall be borne by the person signing the reservation application. Misrepresentation on the application form will result in forfeit of damage deposit and immediate ejection from the park.

2. Deposits will be returned to the person making the reservation upon staff's inspection of the facilities and the facilities were properly cleaned immediately following the reservation. Cleaning equipment or supplies are not furnished by the park.

(4)(AM 17-28) **Park Entrance Fees**. To use or be present on such grounds for which an entrance fee has been established unless otherwise authorized by the Planning and Parks Department.

(5) (AM 16-12)(AM 17-28) **Penalties.** Any person who shall violate any provision of this chapter shall be subject to a penalty as provided in sec. 1.07 of this Code. In addition to any penalty imposed for violation of sec. 14.943.01(1) of this Code, any person who shall cause physical damage to or destroy any public property shall be liable for the costs of replacing or repairing such damaged or destroyed property.

**21.08 (CR 04-10) CREATION OF PARK DISTRICT FOR COUNTY-OWNED LANDS.**

(1)(CR 04-10)(AM 16-12) **Authority.** In fulfillment of the duties of a parks commission and the powers and duties set forth in this Chapter, Washington County has developed a comprehensive County park system based on an adopted park and open space plan and after appropriate public hearing, the County Board hereby creates a Park District, consistent with the authority outlined in §59.69(9), Wis. Stats.

(2)(CR 04-10)(AM 16-12) **Purpose.** The Park District is to provide for orderly development and maintenance of County-owned lands and is designed to protect, preserve and promote parks, open spaces and recreational facilities in Washington County for the general welfare and benefit of the public.

(3)(CR 04-10)(AM 16-12) **Zoning of County-Owned Park Properties.** Washington County hereby zones, consistent with this Chapter, all County owned or operated park properties within the park district.

(4)(CR 04-10)(AM 16-12)(AM 17-28) **Park District Standards.** (a) General Provisions. The County-owned or operated lands included in this Park District shall be subject to the applicable provisions of the Washington County Code and the provisions of other applicable State and Federal Laws and regulations.

(b) Permitted Uses. The following uses are permitted:

1. Public parks, nature preserves, picnic areas and playgrounds.
2. Public recreational buildings including, but not limited to reservable shelters, clubhouses, nature center, tourist rooming houses, cabins, County maintenance buildings and restroom facilities.
3. Public athletic fields and facilities including, but not limited to soccer fields, baseball/softball diamonds, basketball courts, volleyball courts, swimming beaches, horseshoe pits, ice skating areas, golf courses, driving ranges, disc golf courses, tennis, sledding areas.
4. Public water recreation facilities including, but not limited to boat launches, fishing piers and courtesy docks.
5. Public trail facilities including, but not limited to hiking trails, snowmobile trails, all terrain vehicle trails, bicycle trails, and cross country ski trails.
6. Public accessory facilities including, but not limited to parking areas, signage, fences, information kiosks, nature viewing facilities, storage facilities and lighting.



7. Historic sites.
  8. Special events as approved by the Washington County Planning, Conservation and Parks Department and consistent with the applicable sections of this chapter.
  9. Residences for a park supervisor or vacation rental properties.
  10. Utility services.
- (c) Prohibited Uses. The following uses are specifically prohibited:
1. Private residential uses.
  2. Commercial uses other than concession stands.
  3. Industrial uses.
- (d) The Department may petition the Public Works Committee to add permitted uses under (b) for any use not listed as a permitted or prohibited.

**21.09 (CR 07-37) COMPREHENSIVE PLAN.** (AM 13-17)(AM 13-18)(AM 13-32) Washington County Board of Supervisors formally adopts the document entitled "SEWRPC Community Assistance Planning Report No. 287, A Multi-Jurisdictional Comprehensive Plan for Washington County: 2035", including the following amendments as its Comprehensive Plan for Washington County consistent with and addressing the requirements of §66.1001, Wis. Stats.

- Amendment No.1 of *A Multi-Jurisdictional Comprehensive Plan for Washington County: 2035*
- Amendment No. 2 - Appendix T – A Farmland Preservation Plan for Washington County
- Amendment 2014-1 of *A Multi-Jurisdictional Comprehensive Plan for Washington County: 2035*