

## Location

The workshop will be held at the Waukesha County Administration Center in Room 255, 1320 Pewaukee Rd, Waukesha, WI 53188 on Wednesday, May 23.

Enter through the main door of the courthouse, 515 W Mooreland Rd, Waukesha, WI 53188, which is adjacent and connected to the Administration Center. You will have to pass through security.

## Presenters

Lynn Markham

*Center for Land Use Education*

Attorney Deborah Price

*Waukesha County Corporation Counsel*

Attorney Robyn Schuchardt

*Waukesha County Corporation Counsel*

Attorney Dean Richards

*Reinhardt Boerner Van Deuren S.C.*



Center for Land Use Education  
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[www.uwsp.edu/cnr/landcenter/workshops.html](http://www.uwsp.edu/cnr/landcenter/workshops.html)

Planning and Zoning Division, Room 230  
Waukesha County Parks and Land Use Dept.  
1320 Pewaukee Road  
Waukesha, WI 53188

# Board of Adjustment and Board of Appeals Workshop

- Board of Appeals Basics
- Ethics and Conflict of Interest
- Roles and Responsibilities
- Open Meetings and Closed Sessions
- Creating a Record and Findings of Facts
- Use vs. Area Variance



**Wednesday, May 23, 2007**

**6:00pm-9:00pm**

**Waukesha County Administration  
Center, Room 255**

**1320 Pewaukee Rd, Waukesha, WI 53188**

#### SPONSORED BY:

- Waukesha County Department of Parks and Land Use
- Center for Land Use Education at University of Wisconsin-Stevens Point

## Registration Form

Please Print

Board of Adjustment / Board of Appeals  
Workshop: May 23, 2007, Waukesha, WI  
6pm-9pm

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_ Zip \_\_\_\_\_

County/Municipality \_\_\_\_\_

Daytime Phone \_\_\_\_\_

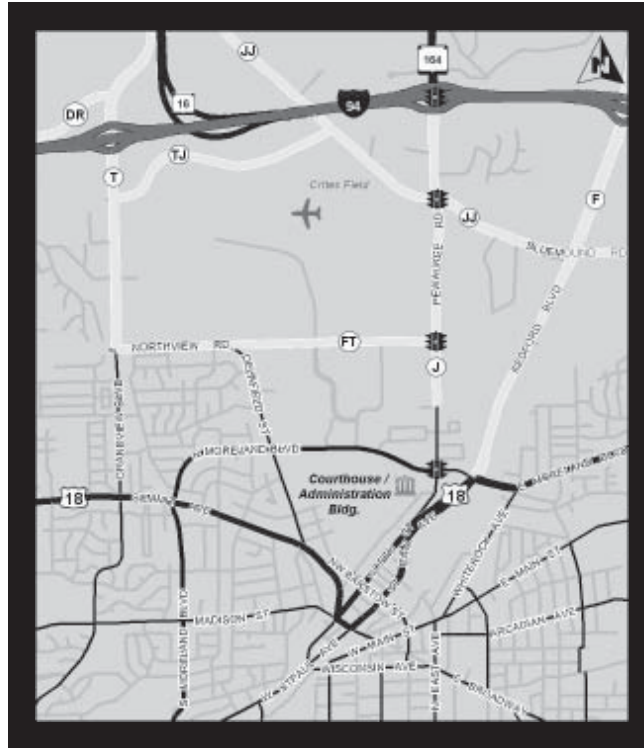
E-mail \_\_\_\_\_

Check to join CLUE's electronic mailing list.

Local government affiliation (circle one)

County / City / Village / Town of:

\_\_\_\_\_



## Topics Covered

- Basic roles and responsibilities of Board of Adjustment and Board of Appeals
- Code of Ethics and Conflict of Interest
- Creating a record and findings of facts
- Use vs. Area Variance
- Open meetings and closed sessions

## Who Should Attend

- Town, County or Municipal Board of Adjustment and Board of Appeals members.
- Town Plan Commission / Committee members
- City and Village plan commissioners
- Town Board Supervisors
- Village Trustees
- Common Council members
- Land Use / Zoning Administrators
- Others interested in land use planning

Registration and cancellations are accepted by mail, fax, or telephone until May 21, 2007. Registration is free, and includes printed materials and refreshments.

Mail form to:

Waukesha County Parks and Land Use Dept.  
c/o Planning and Zoning Division  
Room 230, Waukesha County Admin. Center  
1320 Pewaukee Road, Waukesha, WI 53188

To register by phone, call 262.548.7790

Fax: 262.896.8071



Waukesha County  
Parks and Land Use Department  
1320 Pewaukee Rd, Waukesha, WI 53188  
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