

**MEETING:                   REGULAR MEETING OF THE ADMINISTRATIVE  
APPEALS REVIEW BOARD**

**DATE & TIME:           Thursday, November 13, 2025 at 5:30 PM**

**LOCATION:                   Germantown Village Hall Board Room  
N112 W17001 Mequon Road**

**NOTICE:** Citizens not wishing to attend the meeting personally or virtually may submit any public comments by sending an email to [comments@germantownwi.gov](mailto:comments@germantownwi.gov) by 4 p.m. on the day of the meeting so that it can be provided to the members of the body for their consideration.

### **AGENDA**

- I.    **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*
- II.   **ROLL CALL:**
- III.  **NEW BUSINESS:**
  - A.    Consider Appeal Application of Applicant, Lara McAvoy filed in the Clerk's Office on September 18, 2025 (DISCUSSION / ACTION)
- IV.  **APPROVAL OF MINUTES:**
  - A.    November 13, 2025 (ACTION)
- V.   **ADJOURNMENT:**

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, please contact the Village Clerk at (262)250-4745 at least 2 days prior to the meeting.

Notice is hereby given that a possible quorum of other boards, committees, and/or commissions may attend this meeting to gather information about an item over which they have decision-making responsibility. This may constitute a meeting of these bodies per State ex rel. Badke v Greendale Village Board, even though these bodies will not take formal action at this meeting.

## **BUSINESS OF THE ADMINISTRATIVE APPEALS REVIEW BOARD**

MEETING DATE: November 13, 2025

PLACEMENT: Action Item

ITEM TITLE: Consider Appeal Application of Applicant, Lara McAvoy filed in the Clerk's Office on September 18, 2025 (DISCUSSION / ACTION)

SUBMITTED BY: Donna Ott, Village Clerk

SUMMARY EXPLANATION:

Applicant Requesting to Appeal the Decision by Police Chief Merten classifying her Dog as a "Vicious" animal pursuant to Section 12.151 of the Village Municipal Code.

ATTACHMENT:

1. L. Mcavoy Jameson\_Appeal Letter\_Redacted

STAFF RECOMMENDATION:

ACTION BY COMMITTEE:

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

Date: September 18, 2025

To:

Village Clerk

Donna Ott

N112W17001 Mequon Road

Germantown, WI. 53022

Subject: Formal Appeal of Vicious Dog Designation

I am writing to formally appeal the decision outlined in the letter dated September 10, 2025, which I received on Friday, September 12, 2025, stating that my dog has been designated as a "vicious dog" under village ordinance.

This letter serves as my official notice of appeal, submitted within the required 10-day window from the date of receipt.

On Monday, September 15, I visited the Village Hall to request the necessary paperwork and procedural guidelines for filing this appeal. I was informed that there has only been one appeal in the past ten years and that the village may not have current documentation regarding the appeal process. I was told that the village attorney would be consulted and I would be contacted with further information. As of today, I have not received any follow-up.

I respectfully request confirmation that my appeal has been received and that the village will provide the appropriate documentation and next steps for proceeding with this matter.

Thank you for your attention to this issue. I look forward to resolving it through the proper channels.

Sincerely,

Lara S McAvoy