

**GREEN LAKE COUNTY
LAND USE PLANNING AND ZONING
COMMITTEE MEETING MINUTES
Thursday, July 2, 2015**

CALL TO ORDER

Committee Chair Starshak called the meeting of the Land Use Planning and Zoning Committee to order at 4:30 p.m. in the Green Lake County Government Center, County Board Room #0902, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: **Ben Moderow, Harley Reabe, Michael Starshak, Nick Toney**

Absent: **Rich Slate**

Also Present: **Al Shute**, Land Use Planning & Zoning Director

Matt Kirkman, Code Enforcement Officer

Missy Sorenson, Code Enforcement Officer

Carole DeCramer, Committee Secretary

Dan Sondalle, Corporation Counsel

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Motion by Reabe/Toney, unanimously carried, to approve the agenda.

APPROVAL OF MINUTES

Motion by Toney/Reabe, unanimously carried, to approve the June 4th minutes.

PUBLIC COMMENT - None

PUBLIC APPEARANCES - None

CORRESPONDENCE

PURCHASES - None

CLAIMS

Claims totaling \$1,837.25 were submitted.

Motion by Reabe/Toney, unanimously carried, to approve for payment the claims in the amount of \$1,837.25.

APPROVAL OF DEPARTMENT ACTIVITY REPORTS

a. Permits, public hearings, etc.

b. Violations

Shute – Discussed the monthly report and violation reports.

Kirkman – Discussed the land use violations.

Sorenson – Discussed the sanitary violations.

Motion by Reabe/Toney, unanimously carried, to approve the monthly activity reports.

DEPARTMENT/COMMITTEE ACTIVITY

a. Farmland Preservation Plan update

Shute – Reported that Ken Jaworski, Martenson & Eisele, talked to DATCP and they informed him that the Green Lake County Farmland Preservation Plan update was approved with one minor change to the maps. The letter is on the Secretary’s desk to be signed. This will be approved by the County Board at the same time the Comprehensive Plan is approved. A public hearing for both updates will be scheduled for the same County Board meeting.

b. Comprehensive Plan Update

The committee discussed the list of strategies for the comprehensive plan. Starshak stated that the various municipalities within Green Lake County all have separate economic development plans. It would be nice to develop, as a strategy, a library database that would house all of the plans. This will be discussed at the August meeting when the consultant is in attendance.

On a motion by Toney/Moderow, unanimously carried, the committee approved the strategies and directed Shute to forward them to Ken Jaworski.

Each of the committee members received a copy of the Green Lake County CHIP 2014-2018 report submitted to Shute by Kathy Munsey. CHIP stands for Community Health Improvement Plan. Munsey asked that the report be submitted to the committee and Jaworski. She stated that it is important to consider this information as work proceeds on the Comprehensive Plan. The committee agreed that the report contains important information that should be included in the Comprehensive Plan.

c. Farmland Preservation Zoning update

Shute – At the last meeting, the committee discussed the zoning district that will be criteria that farmers will have to meet in order to get the tax credit. State statutes require that, within a year of adoption of the Farmland Preservation Plan update, Green Lake County must meet the statutory requirements for updating the zoning district. The committee asked that Ken Jaworski, if interested, submit an estimate for doing this work. Jaworski sent an estimate of \$8,060 plus reimbursables. The dollars are available through professional services account. Shute will do research to get a feel for the number of man hours to update the zoning ordinance in-house.

The committee agreed that, for comparison, they would like to see the estimated internal cost for this project.

d. Animal Waste Management Ordinance

Shute – Prior to the meeting, an email was sent to each of the committee members that included the proposed animal waste ordinance amendments. This is an ordinance under the Land Conservation Department but, as part of the requirements, this committee needs to review it and send back any comments. Shute read through the ordinance and provided his comments and included the comments on the same email to the committee. The committee agreed that they are comfortable with Shute’s comments and asked him to forward the ordinance to Land Conservation.

TOWN OF BROOKLYN REZONES UPDATE

Shute – Reported that there are three properties in the Town of Brooklyn that could possibly qualify for farmland preservation credits if the properties were rezoned to A-1 Exclusive Agriculture. One of the properties is already collecting credits on the land and needs to be rezoned. Shute stated that he has attempted to contact the three owners; the property owner who has been collecting tax credits is now pursuing a rezone, and the other two owners appear to not be interested at this time.

2016 BUDGET

Shute – The proposed 2016 budget has an increase of \$8,000. The increase is due to the decrease in fees collected in the Register of Deeds office. When documents are recorded, the fee collected is allocated to the Land Information program. In addition to those fees, Department of Administration also provides grant dollars for Land Information modernization through grants. Historically, the fees have been used to offset the GIS Specialist's wages and benefits, approximately \$33,000. Last year, there was a \$6,000 shortfall. This year will experience the same trend.

Motion by Toney/Moderow to approve the proposed 2016 budget. Motion carried on a 3:1 vote. (Starshak – aye, Moderow – aye, Reabe – nay, Toney – aye)

5:23 p.m. On a motion by Toney/Moderow, unanimously carried, the committee recessed.

6:00 p.m. Committee Chairman Starshak reconvened the meeting of the Land Use Planning and Zoning Committee for public hearing items and read the rules of public hearing.

PUBLIC HEARING ITEMS

Audio of committee discussion is available upon request from the Green Lake County Land Use Planning and Zoning Department.

Item I: Owners: Harley & Miriam Beechy **Applicant:** Steven Bontrager **General legal description:** County Road X, Parcel #012-00377-0000, Part of the NW¼ of Section 20, T14N, R12E, Town of Manchester **Request:** Conditional use permit request for the construction of a parochial school

- a) Public Hearing

Omer A. Schwartz, N1417 County Road FF/H, Chairman of the Kingston Community – Spoke in favor of the request.

- b) Committee Discussion & Deliberation

Sorenson – Explained what the request entails and that the Town of Manchester does not object to the request.

- c) Committee Decision

On a motion by Reabe/Toney, unanimously carried on roll call (4-ayes, 0-nays), the committee approved the conditional use permit request with the following conditions:

- 1) **No additional expansion or addition of the structures and/or uses shall occur without review and approval through future Conditional Use Permit(s).**

- 2) **The proposed school be listed with the Wisconsin Department of Public Instruction and registered with the State of Wisconsin School System, if required.**
- 3) **That the owners/applicants are responsible for obtaining permits from any other regulatory agency, if required.**
- 4) **That the owners/applicants apply for and receive a County Land Use Permit prior to commencing any work related to this school construction project.**

d) Execute Determination Form/Ordinance

FUTURE COMMITTEE ACTIVITIES

a. Future agenda items

- Ken Jaworski, Martenson & Eisele: Comprehensive Plan & Farmland Preservation Plan updates
- High-capacity wells

b. Meeting dates

August 6, 2015

Business Meeting 4:30 p.m.

Public Hearing 6:00 p.m.

ADJOURN

6:15 p.m. On a motion by Toney/Reabe, unanimously carried, the meeting was adjourned.

RECORDED BY

Carole DeCramer
Committee Secretary

APPROVED ON:

August 6, 2015