

**GREEN LAKE COUNTY
LAND USE PLANNING AND ZONING
COMMITTEE MEETING MINUTES
Thursday, December 6, 2018**

CALL TO ORDER

Chair Lyon called the meeting of the Land Use Planning and Zoning Committee to order at 5:15 p.m. in the Green Lake County Government Center, County Board Room, Green Lake, WI. The requirements of the open meeting law were certified as being met.

PLEDGE OF ALLEGIANCE

Present: **Robert Lyon, Harley Reabe, Peter Wallace**

Absent: **William Boutwell, Curt Talma**

Also Present: **Matt Kirkman**, Land Use Planning and Zoning Director
Carole DeCramer, Committee Secretary
Dan Sondalle, Assistant Corporation Counsel

APPROVAL OF MINUTES

Motion by Reabe/Wallace, unanimously carried, to approve the 11/01/18 minutes

PUBLIC COMMENT

Sheriff Mark Podoll – Expressed his appreciation to Matt Kirkman and Gerald Stanuch (GIS Specialist) for working closely with the Sheriff's Department. The communication between the two departments and the work that Gerald has done to aid the Sheriff's Department has helped to successfully develop various programs/projects to include the 911 system. Detectives have also tapped into Gerald's expertise for crime solving. Sheriff Podoll wanted the committee to know that Gerald has been an invaluable asset and thanked Matt for allowing them to cultivate the relationship and communication between the two departments.

PUBLIC APPEARANCES - None

CORRESPONDENCE

- Kirkman asked that the committee members consider attending some of the UW-Extension WisLine's series of teleconferences on various land use and zoning issues.
- Kirkman reminded the committee that he had sent each of them a letter from Kim Michaelson, rezone request from the previous month, will be discussed later on the agenda.

DEPARTMENT ACTIVITY REPORTS

a. Financial reports

Kirkman discussed the monthly financial reports, land use permits, and sanitary permits reports.

b. Permits

Kirkman explained the list of issued land use and sanitary permits for the month of October.

c. Violations

The committee discussed the list of land use violations and septic violations.

DEPARTMENT/COMMITTEE ACTIVITY

a. Amendments to Chapter 350 of the zoning ordinance

The committee discussed the proposed amendments to the zoning ordinance. Attorney Sondalle advised on parking for event barns.

6:00 p.m. Recessed for the public hearing.

PUBLIC HEARING ITEMS

Item I: Owners/Applicants: Cory J. & Traci M. Campnell **General legal description:** County Road GG and Inglehart Road, Parcel #012-00583-0201 (±4.5 acres), Part of the SW¼ of Section 30, T14N R12E, Town of Manchester **Request:** Rezone ±4.5 acres from A-1 Farmland Preservation District to R-4 Rural Residential District.

a. Public hearing

No one appeared.

Public hearing closed.

b. Committee discussion and deliberation

Kirkman – Explained the request and read the rezone criteria as presented in the staff report. The Town of Manchester approved the request.

c. Committee decision

Motion by Reabe/Wallace, unanimously carried on roll call (3-eyes, 0-nays), to approve the rezone request as presented and forward to the county board for final action.

Item II: Owners/Applicants: Richard L. & Carla Ann Hargrave **General legal description:** W620 Miller Road, Parcel #006-00420-0200 (±46.5 acres), Part of the NE¼ of Section 23, T15N R13E, Town of Green Lake **Request:** Rezone ±3.6 acres from A-1 Farmland Preservation District to R-4 Rural Residential District. To be determined by Certified Survey Map.

a. Public hearing

Don Lenz, Green Lake Surveying, P.O. Box 131, W1714 North Street, Green Lake, representing the Hargraves – Spoke in favor of the request.

Brett Jenkin, 808 Kathryn Drive, Sarona, WI – Inquired as to what the property owners' plans are for the land, if the rezone is approved.

Lenz – Explained that the owners plan on selling the smaller parcel.

Public hearing closed.

b. Committee discussion and deliberation

Kirkman – Read through the rezone criteria. The Town of Green Lake approved the request.

c. Committee decision

Motion by Wallace/Reabe, unanimously carried on roll call (3-eyes, 0-nays), to approve the rezone request as presented and forward to the county board for final action.

Item III: Owner/Applicant: Green Lake County – Highway Department, Tyrone Johnson, Highway Commissioner **General legal description:** N1906 State Road 73, Parcel #012-00161-0000 (±2.25 acres), Part of the NE¼ of Section 10, T14N R12E, Town of Manchester. **Request:** Conditional use permit request to replace a cold storage facility.

a. Public hearing

No one appeared.

Public hearing closed.

b. Committee discussion and deliberation

Kirkman – Explained the request and the suggested conditions listed in the staff report. The Town of Manchester approved the request.

c. Committee decision

Motion by Reabe/Wallace, unanimously carried on roll call (3-ayes, 0-nays), to approve the conditional use permit request as presented with the following conditions:

- 1) **No additional expansion or addition of structures and/or uses relating to this conditional use permit shall occur without review and approval through future conditional use permit(s).**
- 2) **The owner/applicant shall apply for and receive a County Land Use Permit prior to commencing any development related to this request.**
- 3) **Evidence that compliance with commercial building code requirements for the structures that are the subject of this request is being pursued by the landowner, if applicable.**
- 4) **All building/structure standards of the commercial district shall apply.**
- 5) **If on-site lighting is proposed, only the subject site shall be illuminated, and the lighting shall occur with no direct glare affecting adjoining properties (low-wattage and low-to-the-ground path style).**
- 6) **Outside storage of materials and other items must be limited to the designated area on the CUP site plan.**
- 7) **The owner/applicant is responsible for obtaining permits from any other regulatory agency, if required.**

Item IV: Applicant: Green Lake County Land Use Planning & Zoning Committee **Explanation:** Green Lake County wishes to amend the Comprehensive Plan’s *Farmland Preservation Plan Map* affecting the Town of Berlin.

a. Public hearing

No one appeared.

Public hearing closed.

b. Committee discussion and deliberation

Kirkman – Explained the request. The Town of Berlin approved the request.

c. Committee decision

Motion by Wallace/Reabe, unanimously carried on roll call (3-ayes, 0-nays), to approve the amendment, as presented, to the Comprehensive Plan’s *Farmland Preservation Plan Map* affecting the Town of Berlin, and forward to the county board for final action.

Item V: Applicant: Green Lake County Land Use Planning & Zoning Committee **Explanation:** The committee is requesting an amendment to the Code of Green Lake County, Chapter 350 of the Zoning Ordinance; more specifically, to amend the zoning map affecting the Town of Berlin.

a. Public hearing

No one appeared.

Public hearing closed.

b. Committee discussion and deliberation

Kirkman – Read the rezone criteria as presented in the staff report. The Town of Berlin approved the request.

c. Committee decision

Motion by Reabe/Wallace, unanimously carried on roll call (3-ayes, 0-nays), to approve the amendments to the zoning map affecting the Town of Berlin, and forward to the county board for final action.

6:47 p.m. The public hearing portion of the meeting was adjourned and the committee reconvened the business portion of the meeting.

Continued discussion on:

DEPARTMENT/COMMITTEE ACTIVITY

a. Amendments to Chapter 350 of the zoning ordinance

Continued discussion on the proposed amendments to the zoning ordinance.

b. 2019 committee meeting calendar

The committee approved the 2019 calendar leaving July 11th open for an emergency meeting.

c. Department credit card approval

Motion by Reabe/Wallace, unanimously carried, to approve Matt Kirkman’s application for a credit card for the Land Use Planning and Zoning Department.

d. Corporation Counsel’s memo re: private sewage ordinance

Postponed until the January meeting when Corporation Counsel Dawn Klockow is present.

FUTURE COMMITTEE ACTIVITIES

a. Future agenda items

b. Next meeting date

January 3, 2019

Business meeting – 5:15 p.m.

Public hearing – 6:00 p.m.

ADJOURN

7:20 p.m. Meeting adjourned.

RECORDED BY
Carole DeCramer
Committee Secretary

APPROVED ON:
January 3, 2019