

**GREEN LAKE COUNTY
LAND USE PLANNING AND ZONING
COMMITTEE MEETING MINUTES
Thursday, May 7, 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 (4:31 p.m.)**

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

On a motion by Moderow/Reabe, unanimously carried, the committee seated Nick Toney (4:31).

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Motion by Reabe/Moderow, unanimously carried, to approve the April 2nd minutes.

PUBLIC COMMENT - None

PUBLIC APPEARANCES - None

CORRESPONDENCE

Shute shared an email he received from Corporation Counsel Diane Meulemans on April 16th. Meulemans confirmed with Shelby Jensen that, if the county were to pay for work (septic issues) on the Bazinski property, the special assessment on the parcel would be paid before any Medical Assistance Lien that the State may have on the property. This email was in response to a question the committee had at the April meeting.

The other piece of correspondence was from Ken Jaworski, Martenson & Eisele, regarding the exclusive agriculture zoning update that will need to be done after the adoption of the comprehensive plan update. Jaworski will explore the possibility and get back to the committee with estimates for this work.

PURCHASES - None

CLAIMS

Claims totaling \$7,037.76 were submitted.

Motion by Moderow/Reabe, unanimously carried, to approve for payment the claims in the amount of \$7,037.76.

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 and Corporation Counsel Sondalle – Discussed the sanitary violations and the quotes received for the one property owner who refuses to pump their system, and for another property owner’s system that has failed and needs to be replaced.

The committee directed staff to forward the quotes for the system replacement and the system maintenance to the County Clerk for the Finance Committee’s decision on the quotes/bids.

Starshak suggested that Shute write a policy for the department’s part in this process. The Treasurer’s Department, Corporation Counsel’s office, Circuit Court, and whatever other departments that are involved could add their procedures to the policy as well as anyone else that is involved. The committee asked Shute to bring this back at the June meeting.

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

DEPARTMENT/COMMITTEE ACTIVITY

- a. Ken Jaworski, Martenson & Eisele: Farmland Preservation Plan update/possible action**

Shute – All of the committee members received the proposed Farmland Preservation Plan and, hopefully, had time to begin to review it. The committee, ultimately, needs to approve it and forward it to DATCP for their review and certification. If you feel that you didn’t have adequate time to read through it and get questions answered and concerns addressed at this meeting, this can be scheduled for the June meeting. That would be the drop-dead date for sending it to DATCP.

Ken Jaworski, Martenson & Eisele – It’s important for the committee not to feel rushed in reviewing the plan. DATCP has seen the plan in its preliminary form and the comments that they sent back were not real significant. Deferring it until June isn’t going to set back the timeline and make it a rough situation. DATCP will get it turned around fairly quickly. Once the document is certified, the county board will need to adopt the plan in concert with the Comprehensive Plan.

There was a general consensus that the committee would like more time for reviewing the document. This will be placed on the June 4th agenda. Reabe did have questions prepared regarding the document that the committee discussed and resolved.

5:56 p.m. At this time the committee took an eight-minute recess to prepare for the public hearing.

6:04 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: **Owner:** Allan Cluppert **Applicant:** Chad Boelter **General legal description:** W3998 North Rd & W4016 North Rd **Parcel Numbers:** #012-00062-0000 & #012-00063-0000, Part of the NW¼ of Section 4, T14N, R12E, Town of Manchester, ±3.47 acres **Request:** Rezone ±3.47 acres from A-1 Exclusive Agriculture to R-4 Rural Residential

- a) Public Hearing

Matt Kirkman – Explained the request and stated that the Town of Manchester did not object to it.

Roger Sell, W3878 North Road – Spoke in favor of the request; however, had questions regarding the second residence (trailer) that is located on the property.

Shute and Kirkman answered his and the committee’s questions as to what can and can’t happen with the trailer.

Public hearing closed.

- b) Committee Discussion & Deliberation
- c) Committee Decision

Motion by Toney/Reabe, unanimously carried on roll call, to approve the rezone request as requested and forward to the county board for final action.

Item II: **Owners/Applicants:** Terrance J & Nancy E Mulville **General legal description:** N6636 County Road PP, Parcel #004-00237-0000, Part of the SE¼ of Section 12, T16N, R13E, Town of Brooklyn, ±27.703 acres **Explanation:** Conditional Use Permit request for a barn to be used commercially for social gatherings

- a) Public Hearing

Terry Mulville, N6636 County Road PP – Requested to withdraw his application for a conditional use permit.

Public hearing closed.

- b) Committee Discussion & Deliberation
- c) Committee Decision

Motion by Reabe/Toney, unanimously carried on roll call, to allow Mr. Mulville to withdraw his conditional use permit request.

6:15 p.m. The committee convened the public hearing and resumed the business meeting.

**b. Ken Jaworski, Martenson & Eisele: Comprehensive Plan: Strategies –
Discuss/possible action strategies**

The committee discussed the Comprehensive Plan's Attachment A (Strategies). The strategies that were reviewed were taken from the plan that was adopted in 2003. The committee's task is to decide which of the listed tasks are still valid and, if so, who will perform the tasks. The discussion ended at *Strategies for ensuring the maintenance of a strong local economy*. The committee will pick up at this point at a special meeting that is scheduled for May 28th, 6:00 p.m.

TOWN OF BROOKLYN REZONES

Shute – Part of the feedback from DATCP included the possibility of three landowners in the Town of Brooklyn rezoning their land from A-2 General Agriculture to A-1 Exclusive Agriculture. This would allow the property owners to claim tax credits. The Town of Brooklyn is facilitating the possible rezoning requests. The request would come from the Town of Brooklyn, but would be structured so that each property owner is identified on the request. Since the town is initiating the request, should fees be charged? The usual fee is \$375 per request. The committee ultimately decided that they would like to recoup some of the public hearing publishing costs.

On a motion by Starshak/Toney, unanimously carried, to charge the Town of Brooklyn a fee of \$375 for all three applications/requests.

**ALTERNATE TO COMMITTEE REPRESENTATIVE FOR REVIEWING/SIGNING
CERTIFIED SURVEY MAPS**

After considering the impact of the Committee Representative's signing a certified survey map, Shute did not provide a recommendation to the Committee for an alternate. Committee discussion then decided to assign an alternate Committee Representative if and when one is needed.

FUTURE COMMITTEE ACTIVITIES

a. Future agenda items

Ken Jaworski

- Exclusive agriculture zoning update
- Continued discussion/review on the comprehensive plan strategies
- Review/approve proposed Comprehensive Plan

b. Meeting dates

May 28, 2015

Special Meeting

June 4, 2015

Business Meeting 4:30 p.m.

Public Hearing 6:00 p.m.

ADJOURN

6:54 p.m. On a motion by Moderow/Toney, unanimously carried, the meeting was adjourned.

RECORDED BY

Carole DeCramer
Committee Secretary

APPROVED ON:

June 4, 2015