

**GREEN LAKE COUNTY  
LAND USE PLANNING AND ZONING  
COMMITTEE MEETING MINUTES  
Thursday, March 7, 2019**

**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: William Boutwell, Robert Lyon, Harley Reabe, Curt Talma, Peter Wallace**

**Absent:**

**Also Present: Matt Kirkman, Land Use Planning and Zoning Director  
Carole DeCramer, Committee Secretary  
Dawn N. Klockow, Corporation Counsel**

**APPROVAL OF MINUTES**

**Motion by Reabe/Boutwell, unanimously carried, to approve the 01/03/19 minutes.**

**PUBLIC COMMENT - None**

**PUBLIC APPEARANCES - None**

**CORRESPONDENCE - None**

**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 months of December and January.

**c. Violations**

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

**DEPARTMENT/COMMITTEE ACTIVITY**

**a. Annual Report**

Kirkman presented the annual report to the committee.

**b. Notice of Budgetary Adjustment**

Kirkman – Explained that the budgetary adjustment form is a tool to adjust for unanticipated revenue or expense increases or decreases. The amount of the adjustment is \$6,357.00 and includes underestimated public hearing revenue, for both the Planning and Zoning Committee and the Board of Adjustment, and using overage to offset extra expenses associated with additional public hearings; underestimated Wisconsin Fund expenses, and offset with actual

revenue from these grant applications. Also, County Surveyor expenses were over, and excess certified survey map revenue used to offset.

**Motion by Boutwell/Wallace, unanimously carried, to approve the Notice of Budgetary Adjustment and forward to the county clerk for further action.**

**c. Staff update**

Kirkman explained that one of the code enforcement officers is no longer with the county. The position has been advertised and interviews should begin soon.

**d. Amendments to Chapter 334 Sewage Systems, Private**

Since the department has a code enforcement officer vacancy, staff would like to wait until the position is filled before the Chapter 334 amendments are undertaken. This could be more toward the middle of the year.

**e. Amendments to Chapter 338 Shoreland Zoning**

Kirkman shared proposed amendments to Chapter 338 that staff would like to be codified before the building season begins. The committee reviewed the first two pages of the amendments and will place this on the April 10<sup>th</sup> agenda for further review.

**6:00 p.m. Recessed the business meeting for the public hearing.**

**PUBLIC HEARING ITEMS**

**Item I: Owners/Applicants:** Charles Edwin Hutchinson, Holly Ann Sina, Donald John Hutchinson, III **General legal description:** County Road J, Parcels #004-00137-0000, #004-00141-0000, #004-00142-0000 (±120 acres), Part of the SW¼ and SE¼ of Section 7, T16N R13E, Town of Brooklyn **Request:** Request to rezone ±17.22 acres from A-1 Farmland Preservation District to R-4 Rural Residential District. To be identified by certified survey map.

**a. Public hearing**

Holly Hutchinson Sina, W1130 Illinois Avenue, Green Lake – Spoke in favor of the request.

Attorney Steven Sorenson, 479 Golf Hill Court, Green Lake, representing Timothy Sands Thomson (neighbor to the west), W2438 Northwest Road, Green Lake – Spoke against the request noting that the public hearing notice was published in violation of the zoning ordinance. The notice should have included three separate rezone request notices rather than one single notice. Also noted that RC-Recreation District would be better suited for two of the lots rather than R4-Rural Residential District since the owners have stated that they don't plan on building at this time.

Pat Dobrinska, W1555 County Road J, Green Lake – Spoke against the request.

Holly Hutchinson Sina – Reiterated that they are not asking for anything more than what the surrounding neighbors have.

Public hearing closed.

**b. Committee discussion and deliberation**

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

Corporation Counsel Klockow – Agreed with Attorney Sorenson that the request was improperly noticed and needs to be properly noticed and brought back to this committee in April. Advised the committee to adjourn this request.

**c. Committee decision**

**Motion by Lyon/Reabe, unanimously carried on roll call (5-eyes, 0-nays), to postpone the matter until it can be properly noticed per statute.**

**Item II: 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, Zoning Ordinance; more specifically, to amend various sections within to be consistent with 2017 Act 67 and 68 as well as other identified changes. For more detailed information regarding the amendments, please contact Land Use Planning & Zoning Director Matt Kirkman at (920) 294-4175. To view the proposed zoning ordinance amendments: Go to <http://www.co.green-lake.wi.us/uploads/forms/proposed-zoning-ordinance-amendments-by-article-3-7-2019.pdf>

**a. Public hearing**

Kim Michaelson, 6507 Renie Road, Bellville, Ohio, 44913 – Spoke in favor of the amendment related to event barns.

Public hearing closed.

**b. Committee discussion and deliberation**

Kirkman – Reviewed what the committee has done to get the proposed ordinance amendments to this point.

**c. Committee decision**

**Motion by Wallace/Boutwell, unanimously carried on roll call (5-eyes, 0-nays), to approve the proposed ordinance amendments as presented and forward to the county board for final action.**

**Item III: Owners/Applicants:** Barbara Meyer; Kim Michaelson, Power of Attorney **General legal description:** W514 Town Line Road, Parcel #002-00683-0100 (±10 acres), Lot 1 Certified Survey Map 3257, Part of the SE¼ of Section 35, T17N R13E, ±10 acres, Town of Berlin **Request:** Request to rezone from A-2 General Agriculture to A-1 Farmland Preservation (±3 acres) & R-4 Rural Residential (±7 acres). To be identified by certified survey map.

**a. Public hearing**

Kim Michaelson, 6507 Renie Road, Bellville, Ohio, 44813 – Spoke in favor of the request.

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 Boutwell/Reabe, unanimously carried on roll call (5-ayes, 0-nays), to approve the rezone request as presented and forward to the county board for final action.**

**Item IV: Owners/Applicants:** Diana A. Schoppenhorst; Richard F. Gustke, Personal Representative; Tom Wilson, Agent & First Weber Realtor **General legal description:** N9251 32<sup>nd</sup> Drive, Parcel #002-00132-0000 (±.66 acres), Located in the NW¼ of Section 8, T17N, R13E, Town of Berlin **Request:** Request to rezone from R-1 Single-Family Residence District to R-4 Rural Residential District. To be identified by certified survey map.

**a. Public hearing**

Tom Wilson, 24 South Adams Street, Berlin, Agent and First Weber Realtor – Spoke in favor of the request

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/Boutwell, unanimously carried on roll call (5-ayes, 0-nays), to approve the rezone request as presented and forward to the county board for final action.**

**Item V: Owner/Applicant:** Kirk J. Schulz **Agent:** Chad Boelter **General legal description:** N445 State Road 73, Parcel #012-00693-0000 (±40 acres), Located in the NW¼ of Section 36, T14N, R12E, Town of Manchester **Request:** Request to rezone +3 acres from A-1 Farmland Preservation District to R-4 Rural Residential District. To be identified by certified survey map.

**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 Manchester approved the request.

**c. Committee decision**

**Motion by Wallace/Talma, unanimously carried on roll call (5-ayes, 0-nays), to approve the rezone request as presented and forward to the county board for final action.**

**FUTURE COMMITTEE ACTIVITIES**

**a. Future agenda items**

**b. Next meeting date**

April 10, 2019

Business meeting – 5:15 p.m.

Public hearing – 6:00 p.m.

**ADJOURN**

**7:18 p.m. Meeting adjourned.**

**RECORDED BY**

Carole DeCramer  
Committee Secretary

**APPROVED ON:**

April 10, 2019