

**GREEN LAKE COUNTY  
LAND USE PLANNING AND ZONING  
COMMITTEE MEETING MINUTES  
Thursday, April 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, Rich Slate, Michael Starshak**

Absent: **Nick Toney**

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

**Matt Kirkman**, Code Enforcement Officer

**Missy Sorenson**, Code Enforcement Officer

**Carole DeCramer**, Committee Secretary

**Diane Meulemans**, Corporation Counsel

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**

**Motion by Slate/Moderow, unanimously carried, to approve the March 5<sup>th</sup> minutes.**

**PUBLIC COMMENT** - None

**PUBLIC APPEARANCES** - None

**CORRESPONDENCE** - None

**PURCHASES** - None

**CLAIMS**

Claims totaling \$3,585.28 were submitted.

**Motion by Reabe/Slate, unanimously carried, to approve for payment the claims in the amount of \$3,585.28.**

**APPROVAL OF DEPARTMENT ACTIVITY REPORTS**

**a. Permits, public hearings, etc.**

**b. Violations**

Shute – Discussed the monthly report and violation reports.

Starshak asked Shute what expenses could be paid using non-metallic mining fees. Shute responded that anything related to mining would be covered. The wording in the state statutes is very broad-based. The committee discussed the accumulation of fees.

Kirkman – Discussed the land use violations.

Sorenson and Corporation Counsel Muelemans – Discussed the sanitary violations.

The committee discussed the violation whereby the courts have given the owner until June 1<sup>st</sup> to comply. After that date, if the system is still not in compliance, the county can hire someone to go on the property and do a complete replacement of the failed septic system. Once bids are obtained by staff, the Finance Committee will make the final decision as to who will replace the system. That amount will be levied against the property; the county will recoup the expense at the time the property is sold.

Slate expressed his concern with going on private property and making a major improvement when it seems it should be an issue with Health and Human Services. The committee discussed further how this particular case has gone through the court process. Muelemans explained that there is a court order mandating the corrective action.

**Motion by Reabe/Moderow, unanimously carried, to direct Code Enforcement Officer Melissa Sorenson to get estimates for replacing the failed septic system. The bids will be forwarded to the Finance Committee for their final approval and choice of bid.**

**Motion by Slate/Moderow, unanimously carried, to approve the monthly activity reports.**

#### **DEPARTMENT/COMMITTEE ACTIVITY**

##### **a. Farmland Preservation Plan updates**

Shute reported that the main task from last month's meeting was to notify the Town of Brooklyn and the Town of Manchester regarding the proposed maps. The Town of Brooklyn has three parcels in question; they may want to consider the parcels for A-1 Exclusive Agriculture zoning. The Town of Manchester has not responded to the letter that was sent to them regarding the areas that they may want to identify as areas to be preserved. Shute will recommend that the Town of Manchester's map be submitted as is. The Town of Brooklyn will meet soon to discuss their areas in question. Starshak ask what happens if someone wants to get into farmland preservation. Shute explained that it would be a map amendment. The draft will come to this committee for the May 7<sup>th</sup> meeting.

##### **b. Discuss list of strategies for the comprehensive plan**

The committee agreed that it would be better to wait with this until Ken Jaworski can facilitate the discussion.

**Motion by Moderow/Reabe, unanimously carried, to postpone this item until the May 7<sup>th</sup> meeting.**

##### **c. Discuss exclusive agriculture district update**

Shute – Once the Farmland Preservation Plan is adopted by the County Board, the county has twelve months to update the Exclusive Agriculture District in the zoning ordinance and obtain certification from DATCP. This is something that the consultant, Ken Jaworski, could conceivably do. The

committee asked about the cost; Shute will look into this. It might also be a possibility that the department work on this update.

**DISCUSS THE ORDINANCE REGARDING PROCEDURE FOR REVIEWING CERTIFIED SURVEY MAPS**

Previously, the committee questioned the procedure for reviewing and signing certified survey maps (CSM). Shute reported that he is the “Committee Representative,” as required by the county ordinance. According to the state statute, CSM’s do not have to be reviewed/approved by the municipality/county. Currently, there is not an Committee Representative Alternate to fill in when Shute is absent. After further discussion, the committee asked Shute to research this more and provide a recommendation to them at the next meeting.

**MOTION TO RECONSIDER POSTPONEMENT OF VOTE ON REZONE THAT OCCURRED AT PREVIOUS MEETING TO PERMIT COMMITTEE TO VOTE IMMEDIATELY AND WITHOUT DELAY ON REZONE REQUEST BECAUSE APPLICANT HAS MITIGATED CONCERNS RAISED BY COMMITTEE AT THE TIME OF THE INITIAL CONSIDERATION OF THE APPLICATION**

**Motion by Moderow/Reabe, unanimously carried, to bring this item back at this meeting rather than the May 7<sup>th</sup> meeting.**

**CONTINUED COMMITTEE DISCUSSION, DELIBERATION, DECISION ON A PUBLIC HEARING ITEM THAT WAS HEARD ON MARCH 5, 2015**

**Item I: Owner:** Matthew A. Graff **Applicant:** Mabel E. Graff **General legal description:** W1366 Sunny Drive, Parcels #010-00571-0000 and #010-00572-0000, Part of the SE¼ of Section 28, T14N, R13E, Town of Mackford, ±8.670 acres **Request:** Rezone from A-1 Exclusive Agriculture to A-2 General Agriculture

- a) Public Hearing – **COMPLETED MARCH 5, 2015**
- b) Committee Discussion & Deliberation

At the March 5<sup>th</sup> public hearing, the committee had a concern regarding a proposed lot line being drawn through the middle of a building. The property owner has resolved the issue by removing that building.

- c) Committee Decision

**Motion by Reabe/Slate, unanimously carried on roll call (4-eyes, 0-nays), to approve the rezone request as presented and forward to the county board for final action**

- d) Execute Determination Form/Ordinance

**FUTURE COMMITTEE ACTIVITIES**

**a. Future agenda items**

- **Alternate to committee representative for signing certified survey maps**
- **Ken Jaworski – Strategies for the comprehensive plan**

- **Town of Brooklyn rezones**

**b. Meeting dates**

May 7, 2015

Business Meeting 4:30 p.m.

Public Hearing 6:00 p.m.

**PUBLIC HEARING ITEMS - None**

**ADJOURN**

**5:44 p.m. On a motion by Slate/Reabe, unanimously carried, the meeting was adjourned.**

**RECORDED BY**

Carole DeCramer

Committee Secretary

**APPROVED ON:**

May 7, 2015