

**GREEN LAKE COUNTY
LAND USE PLANNING AND ZONING COMMITTEE
MEETING MINUTES
Thursday, August 3, 2017**

CALL TO ORDER

Committee Chair Starshak called the meeting of the Land Use Planning and Zoning Committee to order at 5:16 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

ROLL CALL:

Present: Harley Reabe, Michael Starshak, Peter Wallace

Absent: Robert Lyon, Rich Slate

**Also Present: Matt Kirkman, Land Use Planning and Zoning Director
Carole DeCramer, Committee Secretary
Missy Sorenson, Code Enforcement Officer
Krista Kamke, Code Enforcement Officer
Dawn Klockow, Corporation Counsel**

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Motion by Reabe/Wallace, unanimously carried, to approve the minutes of 07/06/17.

PUBLIC COMMENT - None

PUBLIC APPEARANCES - None

CORRESPONDENCE

- Letter, dated August 3, 2017, addressed to the committee from Committee Member Rich Slate. Chairman Starshak read the letter into the record. Mr. Slate was unable to attend the meeting, but wanted the committee to know that, in his opinion, the sign ordinance should be amended to allow larger signs. He encouraged the committee to consider moving forward with an ordinance amendment to increase the maximum size sign.
- Dale and Ginny Wszalek sent a letter to Kirkman thanking him for the time that he spent with them answering questions about their property. Starshak stated that he appreciates hearing feedback from the public regarding the service they receive.

DEPARTMENT ACTIVITY REPORTS

a. Permits and Others

Kirkman discussed the monthly financial reports for the month of June. He also reviewed the land use permit report.

Sorenson reviewed the list of sanitary permits that were issued during the month of July.

b. Violations

Kirkman discussed the list of land use violations. Sorenson discussed the list of septic violations.

DEPARTMENT/COMMITTEE ACTIVITY

a. Farmland Preservation Zoning District update

Kirkman – The zoning ordinance text has been sent to Martenson & Eisele. The department will continue to work with the consultant to prepare for upcoming public hearings. The projected deadline for adoption of the update is November.

b. Other Proposed Zoning Ordinance amendments

1. Sign ordinance amendments

Kirkman – Reported that, as a result of the research he was asked to do regarding what other counties’ sign ordinances allow for maximum square footage, Green Lake County is one of the more restrictive counties.

After further discussion regarding increasing the square footage from 32 square feet to 50 square feet, the majority of the committee thought there was a need to increase the size.

Motion by Reabe/Wallace, carried on a 2:1 vote (Reabe – aye, Starshak – nay, Wallace – aye) to increase the maximum sign size to 50 square feet on all state, county and town road right-of-ways.

c. R-2 Single-Family Mobile Home District review

Kirkman reviewed the history of the R-2 Single-Family Mobile Home District adoption that he was asked to do at last month’s meeting. He explained that some of the information could not be found and that it was impossible to determine why committees/boards in the past, adopted the R-2 district in the manner in which they did. The committee directed Kirkman to work with Corporation Counsel Klockow to amend the R-2 district in order to bring it up to date.

d. 2018 Budget

The committee reviewed the 2018 budget that Kirkman had prepared for them.

On a motion by Reabe/Wallace, unanimously carried, the committee asked Kirkman to forward the proposed budget to County Administrator Cathy Schmit.

6:23 p.m. The committee recessed for 5 minutes prior to the public hearing.

6:30 p.m. The committee reconvened.

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: Ervin G & Ella O Miller **General legal description:** W3699 Heritage Rd, Parcel #012-00163-0200, Part of the NE¼ of Section 9 and the NW¼ of Section 10, T14N, R12E, Town of Manchester, ±42 acres **Request:** Conditional use permit request for a bakery.

a) Public hearing

Ervin G. Miller, W3699 Heritage Road – Was in attendance, but elected not to comment.

Public hearing closed

b) Committee Discussion & Deliberation

Sorenson reviewed the request and discussed the how the request met the criteria.

c) Committee Decision

On a 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) The commercial operation shall be a secondary use only, with the agricultural use being the principal use of the site.**
- 2) The commercial use can only be owned and operated by the property owner who resides on the site.**
- 3) Any buildings proposed for the commercial use shall be able to be converted to an agricultural use.**
- 4) Cannot employ more than four full-time employees.**
- 5) Only one sign in support of the commercial use is allowed per site and shall be limited to maximum sign area as identified in Article 5.0, Section 350-43 Sign Regulations of the County Zoning Ordinance.**
- 6) All building/structure standards of the agricultural district shall apply.**
- 7) That the owners/applicants apply for and receive a sanitary permit and County Land Use Permit prior to commencing any work related to this commercial operation.**
- 8) That the owners/applicants are responsible for obtaining permits from any other regulatory agency, if required.**
- 9) No additional expansion of the proposed operational structures or uses shall occur without review and approval through future Conditional Use Permit(s).**

FUTURE COMMITTEE ACTIVITIES

a. Future agenda items

- Burial mounds

b. Meeting Date

September 7, 2017

Business meeting – 5:15 p.m.

Public hearing – 6:30 p.m.

ADJOURN

6:45 p.m. Motion by Wallace/Reabe, unanimously carried, to adjourn.

RECORDED BY

Carole DeCramer
Committee Secretary

APPROVED ON:

September 7, 2017