

**GREEN LAKE COUNTY
LAND USE PLANNING AND ZONING COMMITTEE
MEETING MINUTES
Thursday, October 5, 2017**

CALL TO ORDER

Committee Vice 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

ROLL CALL:

Present: Robert Lyon, Paul Schwandt (Alternate), Rich Slate,

Absent: Harley Reabe, Michael Starshak, Peter Wallace

Also Present: Matt Kirkman, Land Use Planning and Zoning Director

Carole DeCramer, Committee Secretary

Dan Sondalle, Assistant Corporation Counsel

APPROVAL OF AGENDA

Motion by Slate/Schwandt, unanimously carried, to approve the agenda.

APPROVAL OF MINUTES

Motion by Schwandt/Slate, unanimously carried, to approve the minutes of 09/07/17.

PUBLIC COMMENT - None

PUBLIC APPEARANCES - None

CORRESPONDENCE

Kirkman – Explained that the email they received included the planned carryover account spending for 2018. There are, currently, four carryover accounts associated with the Land Use Planning and Zoning Department: (1) Non-metallic mining, \$77,162.00 (2) Vehicle purchase, \$25,907.20, (3) Professional services – land development, \$41,217.97, and (4) Professional services – surveyor, \$79,009.93. The planned purchases for 2018 are as follows:

1. Replace the 2008 Chevrolet Uplander minivan with a 2018 Chevrolet Traverse SUV. The 2008 vehicle will be sold at auction. The new vehicle will be paid for out of the *Vehicle purchase* account and the *Non-metallic mining* funds, since it will also be used to administer the non-metallic mining ordinance/program.
2. \$15,000 will be used from the *Professional services – surveyor* account to complete the PLSS development project, scheduled for 2021.
3. Next year, the county will participate in a federal program designed to provide a national LiDAR topographic data layer. To participate, the Land Information Office has budgeted

\$100,000. Of this, \$50,000 will be covered by federal dollars. The county is responsible for the remaining \$50,000. Since this department relies heavily on LiDAR data layers to administer and enforce the Non-metallic Mining Ordinance/Program, \$25,000 from the *Non-metallic Mining* account will be allocated to this project. The remaining costs will be covered by the Land Information Grant.

The funding of these accounts has been authorized by past, current, and future budgets. The department will continue to keep the committee informed as to the carry-over account balances.

Kirkman also discussed the email that was forwarded to the committee regarding the proposed Administrative Policy “Comprehensive Plan Amendments.” The policy includes a Comprehensive Plan Amendment Flow Chart and three possible written policies: 1) “Limited” Administrative Policy “Comprehensive Plan Amendments,” 2) “Unlimited” Administrative Policy “Comprehensive Plan Amendments,” and 3) “Unlimited 2” Administrative Policy “Comprehensive Plan Amendments.” Since three of the committee members were unable to attend this meeting, this will be placed on the November 2nd agenda for further discussion and a final decision.

DEPARTMENT ACTIVITY REPORTS

a. Permits and Others

Kirkman discussed the monthly financial reports for the month of August.

b. Violations

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

DEPARTMENT/COMMITTEE ACTIVITY

a. Proposed Comprehensive Plan Amendments

Kirkman – Brought the committee up to date on where the proposed Comprehensive Plan amendments are in the updating process. Scott Karel, Environmental Analysis and Review Specialist, WI-DATCP, confirmed that the amendments are on the Secretary’s desk and that this department should receive confirmation next week. DATCP will sign off at that time. Mr. Karel had notified Kirkman about the City of Berlin’s ETZA issues and asked if this department would take over that area to get their maps squared away as well. Staff was able to get this done and included with the rest of the amendments. This committee will hold a public hearing on the amendments on November 2nd, and it will go to the County Board for final approval on November 14th.

b. Proposed Zoning Ordinance Amendments

Kirkman – Reported that the proposed zoning ordinance amendments are on the same schedule as the Comprehensive Plan amendments. This is also scheduled as a public hearing item for the November 2nd meeting,

6:01 p.m. The committee recessed 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: Ione Pischke Irrevocable Income Trust, Sharon Timm, Trustee **Agent:** Michael Timm **General legal description:** W1804 County Road J, Parcel #004-00148-0000, #004-00149-0000, #004-00151-0000, Part of the NE¼ of Section 8, T16N, R13E, Town of Brooklyn, ±92.02 acres **Request:** Rezone ±4.2 acres from A-1 Exclusive Agriculture District to R-4 Rural Residential District.

a) Public hearing

Michael Timm, W1804 County Road J – Spoke in favor of the request.

b) Committee Discussion & Deliberation

Kirkman – Explained that the Comprehensive Plan designates the future land area to be predominantly agricultural. The request is compatible with the plans, objectives, goals, and policies. The Town of Brooklyn recommended approval of the request.

c) Committee Decision

Motion by Slate/Schwandt, unanimously carried on roll call (3-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

- Proposed Comprehensive Plan Amendments Public Hearing
- Proposed Zoning Ordinance Amendments Public Hearing
- Administrative Policies Regarding Comprehensive Plan Amendments
- Administrative Policy Regarding Waiving Fees
- Budget Adjustment Form

b. Meeting Date

November 2, 2017

Business meeting – 5:15 p.m.

Public hearing – 6:30 p.m.

ADJOURN

The meeting adjourned at 6:45 p.m.

RECORDED BY

Carole DeCramer
Committee Secretary

APPROVED ON:

November 2, 2017