

**GREEN LAKE COUNTY
LAND USE PLANNING AND ZONING
COMMITTEE MEETING MINUTES
Thursday, September 6, 2018**

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, Curt Talma, Peter Wallace**

Absent: **Harley Reabe**

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

APPROVAL OF MINUTES

Motion by Boutwell/Wallace, unanimously carried, to approve the 08/02/18 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 month of July.

c. Violations

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

DEPARTMENT/COMMITTEE ACTIVITY

a. Update on County eligibility for Wisconsin Fund Grant Program

Kirkman – Updated the committee on the DSPS response to the county’s request to be reinstated in the Wisconsin Fund Grant Program. The county has been approved for reinstatement and Code Enforcement Officer Missy Sorenson will send a letter to DSPS requesting funds for the two county applicants.

b. Budget

Kirkman – The county administrator asked that department budgets be reviewed by the governing committees. Kirkman shared a preliminary 2019 departmental budget that he has prepared. Nothing has really changed from the last month’s meeting when the committee members were each given a copy of the proposed budget.

c. City of Berlin ETZA update

Kirkman explained the process by which the residents were notified of the county taking over the ETZA area.

d. Zoning ordinance text amendments

Kirkman – Explained that there are some zoning ordinance text amendments that need to be made. A draft copy of the amendments will be an agenda item for the October 4th committee meeting.

e. Recap of the Planning and Zoning training (8-29)

Lyon – Thanked staff for doing a good job with organizing the training session that was held on August 29th. Sixty-five people from twelve different municipalities attended the event. The presentation and information was excellent.

5:55 p.m. Recessed for five minutes.

6:00 p.m. The committee reconvened for the 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/Applicant: Lois E. Zuehls **General legal description:** N5521 County Road D, #016-00241-0101 (±1.11 acres), Lot 2 Certified Survey Map 2673, and N5511 County Road D, #016-00242-0000 (±.53 acre), Lot 1 Certified Survey Map 261, both in the NW¼ and SW¼ of Section 30, T16N, R12E, Town of Princeton **Request:** Variance request to Section 315-39.B. of the Green Lake County Land Division and Subdivision Ordinance to create two lots, both less than one acre in area.

a. Public hearing

Don Lenz, Green Lake Surveying Company, representing Mrs. Zuehls – Spoke in favor of the request.

Public hearing closed.

b. Committee discussion and deliberation

Kirkman – Read through the criteria.

c. Committee decision

On a motion by Boutwell/Wallace, unanimously carried on roll call (4-eyes, 0-nays, 1-absent), to approve the variance request with the following condition:

- 1. That a Certified Survey Map be prepared and recorded for the two proposed lots.**

FUTURE COMMITTEE ACTIVITIES

a. Future agenda items

b. Meeting Date

October 4, 2018

Business meeting – 5:15 p.m.

Public hearing – 6:00 p.m.

ADJOURN

6:15 p.m. Meeting adjourned.

RECORDED BY

Carole DeCramer
Committee Secretary

APPROVED ON:

October 4, 2018