



# *GREEN LAKE COUNTY*

*571 County Road A, Green Lake, WI 54941*

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**Original Post Date: 11/08/2019**

**Amended Post Date:**

**The following documents are included in the packet for the County Board meeting on November 12, 2019:**

- 1) Agenda
- 2) Draft minutes from the October 15, 2019 meeting
- 3) Resolution 19-2019 Relating to 2020 Budget and 2019 Property Tax Levy
- 4) Resolution 20-2019 Relating to Green Lake County Investment Policy
- 5) Ordinance 17-2019 Rezone in the Town of Brooklyn: Michael J. White
- 6) Ordinance 18-2019 Amending the Code of Green Lake County, Chapter 338, Shoreland Zoning



**GREEN LAKE COUNTY**  
**OFFICE OF THE COUNTY CLERK**  
Elizabeth A. Otto  
County Clerk

Office: 920-294-4005  
FAX: 920-294-4009

**Green Lake County Board of Supervisors**  
**Meeting Notice**

The Green Lake County Board of Supervisors will convene at the **Government Center** in Room #0902 in the City of Green Lake, Wisconsin on Tuesday, the **12th day of November, 2019 at 6:00 PM** for the annual meeting of the Board. Business to be transacted include:

**AGENDA**

**County Board of Supervisors**

- Dist. 1 Larry Jenkins*
- Dist. 2 Vicki Bernhagen*
- Dist. 3 Curtis Talma*
- Dist. 4 David Abendroth*
- Dist. 5 Peter Wallace*
- Dist. 6 Brian Floeter*
- Dist. 7 Charlie Wielgosh*
- Dist. 8 Patricia Garro*
- Dist. 9 Bill Boutwell*
- Dist. 10 Sue Wendt*
- Dist. 11 Harley Reabe*
- Dist. 12 Robert Schweder*
- Dist. 13 Kathleen Morris*
- Dist. 14 Dennis Mulder*
- Dist. 15 Katie Mehn*
- Dist. 16 Joe Gonyo*
- Dist. 17 Keith Hess*
- Dist. 18 Richard Trochinski*
- Dist. 19 Robert Lyon*

**GREEN LAKE COUNTY  
MISSION:**

- 1) Fiscal Responsibility*
- 2) Quality Service*
- 3) Innovative Leadership*
- 4) Continual Improvement  
in County Government*

- 1. Call to Order**
- 2. Roll Call**
- 3. Reading of the Call**
- 4. Pledge of Allegiance**
- 5. Minutes of 10/15/19 meeting**
- 6. Announcements**
  - County Clerk Liz Otto – election packets and per diem payments
- 7. Public Comment (3 minute limit)**
- 8. Correspondence**
- 9. PUBLIC HEARING**
  - Recess for Public Hearing on 2020 Budget and 2019 Property Tax Levy at 6:30 PM. Regular business will resume at the conclusion of the Public Hearing.
- 10. Appearances**
  - Shelby Jensen – Economic Support/Child Support Unit Manager
- 11. Resolutions**
  - Res. 19-2019 Relating to 2020 Budget and 2019 Property Tax Levy
  - Res. 20-2019 Relating to Green Lake County Investment Policy
- 12. Ordinances**
  - Ord. 17-2019 Rezone in the Town of Brooklyn: Michael J. White
  - Ord. 18-2019 Amending the Code of Green Lake County, Chapter 338, Shoreland Zoning Ordinance
- 13. Committee Appointments**
- 14. Departments to Report on December 17, 2019**
- 15. Future Agenda Items for Action & Discussion**
- 16. Adjourn**

Given under my hand and official seal at the Government Center in the City of Green Lake, Wisconsin, this 4th day of November, 2019.

Elizabeth A. Otto, Green Lake County Clerk

DRAFT

To be approved at the November 12, 2019 meeting

# GREEN LAKE COUNTY

## *BOARD PROCEEDINGS*

### *REGULAR SESSION*

*October 15, 2019*

The Green Lake County Board of Supervisors met in regular session, Tuesday, October 15, 2019, at 6:00 PM in the County Board Room, Green Lake, Wisconsin for the regular meeting.

The Board was called to order by Harley Reabe, Chairman. Roll call taken - Present – 17, Absent – Katie Mehn-District 15, Joe Gonyo-District 16

<u>Supervisor</u>	<u>Supervisor Districts</u>
Larry Jenkins	1
Vicki Bernhagen	2
Curt Talma	3
David Abendroth	4
Peter Wallace	5
Brian Floeter	6
Charlie Wielgosh	7
Patti Garro	8
Bill Boutwell	9
Sue Wendt	10
Harley Reabe	11
Robert Schweder	12
Kathy Morris	13
Dennis Mulder	14
Keith Hess	17
Richard Trochinski	18
Robert Lyon	19

## **READING OF THE CALL**

The Green Lake County Board of Supervisors will convene at the Courthouse at the Government Center in the City of Green Lake, Wisconsin on Tuesday the 15th day of October, 2019 at 6:00 PM for the regular meeting of the Board. Regular monthly business to be transacted includes:

CALL TO ORDER  
ROLL CALL  
READING OF THE CALL

# DRAFT

## To be approved at the November 12, 2019 meeting

PLEDGE OF ALLEGIANCE

MINUTES OF 09/17/19

ANNOUNCEMENTS

PUBLIC COMMENT (3 MIN LIMIT)

CORRESPONDENCE

APPEARANCES

- Reports from Supervisors attending the Wisconsin Counties Association (WCA) conference

RESOLUTIONS

- Resolution 17-2019 Cooperation Agreement for CDBG Program
- Resolution 18-2019 Modify Health Insurance Plan Design and Update Personnel Policies and Procedures Manual

BUDGET ADJUSTMENTS

- Emergency Management – Hazmat equipment grant
- UW-Extension – carryover donation expense

COMMITTEE APPOINTMENTS

CLOSED SESSION

- Motion to convene into Closed Session pursuant to WI §19.85(1)(g) to confer with legal counsel for the Board who is rendering oral or written advice concerning strategy to be adopted by the Board with respect to litigation in which it is involved. The case is Green Lake County et al. v. Purdue Pharma, et al.

RECONVEN IN OPEN SESSION TO TAKE ACTION, IF APPROPRIATE, ON MATTERS DISCUSSED IN

CLOSED SESSION

DEPARTMENTS TO REPORT ON November 12, 2019

FUTURE AGENDA ITEMS FOR ACTION & DISCUSSION

ADJOURN

Given under my hand and official seal at the Government Center in the City of Green Lake, Wisconsin this 11th day of October, 2019.

Elizabeth A. Otto

Green Lake County Clerk

### PLEDGE OF ALLEGIANCE

1. The Pledge of Allegiance to the Flag was recited.

### MINUTES OF 09/17/2019

2. *Motion/second (Wendt/Trochinski)* to approve the minutes of September 17, 2019 with no changes or corrections. Motion carried with no negative vote.

### ANNOUNCEMENTS

3. The next County Board meeting will take place on November 12, 2019 at 6:00 PM. The public hearing for the 2020 budget will take place at 6:30 PM.
4. County Administrator Cathy Schmit stated that the 2020 budget books have been distributed to all supervisors along with the comparison sheet.

# DRAFT

To be approved at the November 12, 2019 meeting

## PUBLIC COMMENT (3 Minute Limit)

5. The following people spoke regarding the proposed changes to the 2020 health insurance for Green Lake County employees and retirees:
- Tracy Soda, retiree
  - Sheriff Mark Podoll
  - Deputy Sheriff Matt Vandekolk
  - Lori Evans, Sheriff's Office Administrative Assistant
  - Denice Oft, Sheriff's Office Clerk
  - Dawn Brantley, Fox River Industries Services Coordinator

## CORRESPONDENCE

7. None

## APPEARANCES

8. Supervisors Kathy Morris, Bill Boutwell, Keith Hess, and Harley Reabe attended the Wisconsin Counties Association (WCA) conference in September. Each of them gave a report on the various sessions they attended.

## RESOLUTIONS

9. Resolution 17-2019 Cooperation Agreement for CDBG Program. *Motion/second (Mulder/Floeter)* to adopt Resolution No. 17-2019. No discussion. Roll call vote on motion to adopt Resolution 17-2019 – Ayes – 17, Nays – 0, Abstain – 0, Absent – 2 (Mehn, Gonyo). Resolution 17-2019 passed as adopted.
10. Resolution 18-Modify Health Insurance plan Design and Update Personnel Policies and Procedures Manual. *Motion/second (Abendroth/Hess)* to adopt Resolution No. 18-2019. *Motion/second (Floeter/Abendroth)* to amend the resolution to substitute lines 49-58 of the pending resolution to the following: **NOW THEREFORE BE IT RESOLVED** that the Green Lake County Board of Supervisors does approve enrolling in the WEA Trust, WEA Broad Network PPO which, in brief general summary, includes,
- Tier 1
- Deductible: \$2000 individual/\$4000 family
  - Coinsurance: 100%
  - Emergency Room: \$250 deductible
  - Office Visits: \$25 co-pay
  - Outpatient Labs and X-ray: \$100 co-pay
  - Major Imaging (MRI, CT, PET, etc.) \$100 co-pay
  - Preventative Care: 100%
  - Dental benefits: not included
  - Prescription drug co-pay

## DRAFT

### To be approved at the November 12, 2019 meeting

#### Tier 2

- Deductible: \$3000 individual/\$6000 family
- Emergency Room: 100% after deductible
- Urgent Care: 100% after deductible
- Outpatient Labs and X-ray: 100% after deductible
- Major Imaging (MRI, CT, PET, etc.):100% after deductible
- Preventative Care: 100%
- Dental benefits: not included
- Prescription drug: 100% after deductible

and to strike lines 62-69. Discussion held. Roll call vote on motion to amend Resolution 18-2019 – Ayes – 15, Nays – 2 (Schweder, Mulder), Abstain – 0, Absent – 2 (Mehn, Gonyo). Roll call vote on motion to adopt Resolution 18-2019 as amended – Ayes – 16, Nays – 1 (Schweder), Abstain – 0, Absent – 2 (Mehn, Gonyo). Resolution 18-2019 passed as adopted.

#### BUDGET ADJUSTMENTS

11. Emergency Management – adjust both expense and revenue accounts \$7,476 due to a new state Hazmat equipment grant.

*Motion/second (Abendroth/Wallace)* to approve budget adjustment as presented. Roll call vote – Ayes - 17, Nays - 0, Absent – 2 (Mehn, Gonyo), Abstain - 0. Motion carried.

12. UW-Extension – debit carryover donation account by \$92.27 to purchase crown and sash for the Fair.

*Motion/second (Bernhagen/Garro)* to approve budget adjustment as presented. Roll call vote – Ayes – 17, Nays - 0, Absent – 2 (Mehn, Gonyo), Abstain - 0. Motion carried.

#### COMMITTEE APPOINTMENTS

13. Chair Reabe appointed Sara Nighbor to the Transportation Coordinating Committee. *Motion/second (Garro/Bernhagen)* to approve the appointment. Motion carried with no negative vote.

#### CLOSED SESSION

14. *Motion/second (Abendroth/Hess)* to convene into Closed Session pursuant to WI §19.85(1)(g) to confer with legal counsel for the Board who is rendering oral or written advice concerning strategy to be adopted by the Board with respect to litigation in which it is involved. The case is Green lake County et al. v. Purdue Pharma, et al.

Roll call vote to convene into Closed Session – Ayes - 17, Nays - 0, Abstain - 0, Absent – 2 (Mehn, Gonyo).

#### RECONVENE IN OPEN SESSION TO TAKE ACTION, IF APPROPRIATE, ON MATTERS DISCUSSED IN CLOSED SESSION

DRAFT

To be approved at the November 12, 2019 meeting

15. *Motion/second (Garro/Boutwell)* to reconvene in open session to take action, if appropriate, on matters discussed in Closed Session.

Roll call vote to reconvene in open session – Ayes - 17, Nays - 0, Abstain - 0, Absent – 2 (Mehn, Gonyo).

DEPARTMENTS TO REPORT ON November 12, 2019

16. Chair Reabe stated that Shelby Jensen, Economic Support/Child Support unit manager, will give a report in November.

FUTURE AGENDA ITEMS FOR ACTION & DISCUSSION

17. None

ADJOURN

18. Chairman Reabe adjourned the meeting at 7:20 PM.

Respectfully Submitted,

Elizabeth Otto  
County Clerk

**RESOLUTION NUMBER 19-2019**

**Relating to 2020 Budget and 2019 Property Tax Levy**

1 The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly  
2 assembled at its annual meeting begun on the 12th day of November 2019, does resolve  
3 as follows:

4  
5 **WHEREAS**, the several departments of Green Lake County Government have prepared  
6 estimates of revenues and expenditures for their respective departments for 2020 in  
7 coordination with their governing committees; and

8  
9 **WHEREAS**, the County Administrator has reviewed each of these estimates in detail and  
10 made such adjustments as deemed necessary and appropriate; and

11  
12 **WHEREAS**, the County Administrator along with the Finance Committee of the County  
13 Board of Supervisors has reviewed each of these estimates in detail and made such  
14 additional adjustments as deemed necessary and appropriate.

15  
16 **NOW, THEREFORE, BE IT RESOLVED**, that the attached budget for Green Lake County  
17 for 2020 be adopted; and

18  
19 **BE IT FURTHER RESOLVED**, that the allowable unused levy from previous years in the  
20 amount of \$0 be included in the full property tax levy below; and

21  
22 **BE IT FURTHER RESOLVED**, that a property tax of \$15,224,942 be apportioned among  
23 the sixteen (16) municipalities in accordance with ratios provided by the Wisconsin  
24 Department of Revenue.

Majority vote is needed to pass.

Roll Call on Resolution No. 19-2019

Submitted by Finance Committee:

Ayes , Nays , Absent , Abstain

/s/ Harley Reabe

Harley Reabe, Chair

Passed and Adopted/Rejected this 12th  
day of November 2019.

/s/ Larry Jenkins

Larry Jenkins

\_\_\_\_\_  
County Board Chairman

/s/ Robert Lyon

Robert Lyon

\_\_\_\_\_  
ATTEST: County Clerk

/s/ Dennis Mulder

Dennis Mulder

\_\_\_\_\_  
Approve as to Form: Corporation Counsel

\_\_\_\_\_  
Brian Floeter



**RESOLUTION NUMBER 20-2019**

**RESOLUTION RELATING TO GREEN LAKE COUNTY INVESTMENT POLICY**

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting on this 12 day of November 2019, does resolve as follows:

- 1 **WHEREAS**, the Finance Committee is required by Ordinance 9-33 (5) to supervise the
- 2 investment of all County funds and direct the Treasurer in regard to investments.
- 3 **WHEREAS**, the Finance Committee has reviewed the Green Lake County Investment
- 4 Policy and proposes the policy be updated to reflect statutory changes and to provide
- 5 guidance to the County Treasurer
- 6 **NOW THEREFORE BE IT RESOLVED**, that the attached Green Lake County
- 7 Investment Policy is hereby adopted.
- 8 Majority vote is needed to pass.

Roll Call on Resolution No. 20-2019

Submitted by Finance Committee:

Ayes , Nays , Absent , Abstain

/s/ Harley Reabe

Harley Reabe, Chair

Passed and Adopted/Rejected this 12th day of November, 2019.

/s/ Larry Jenkins

Larry Jenkins, Vice-chair

\_\_\_\_\_  
County Board Chairman

/s/ Robert Lyon

Robert Lyon

\_\_\_\_\_  
ATTEST: County Clerk  
Approve as to Form:

\_\_\_\_\_  
Brian Floeter

\_\_\_\_\_  
Corporation Counsel

/s/ Dennis Mulder

Dennis Mulder

## GREEN LAKE COUNTY INVESTMENT POLICY

### A. INTRODUCTION

The timely deposit and investment of public funds is an important and integral part of any cash management program.

Acceptance and approval of this ~~statement~~ Investment Policy is intended for the use and guidance of the designated official with investment authority.

This ~~policy~~ Investment Policy shall be reviewed annually by the Finance Committee, and the necessary resolution to modify the existing ~~ordinance~~ Investment Policy shall be presented to the County Board for its action.

### B. STATEMENT OF PURPOSE

The purpose of this ~~investment~~ Investment policy ~~Policy~~ is to establish guidelines for investments which are broad enough to allow the ~~investment officer~~ designated official to function properly within the parameters of responsibility and authority. It is also intended to be specific enough to establish a prudent set of basic procedures to assure that investment assets are adequately safeguarded. It assures that the fundamental principles concerning any investment program involving public moneys has four basic ingredients: legality, safety, liquidity & yield.

### C. OVERALL RESPONSIBILITY FOR CASH MANAGEMENT AND INVESTMENT

Effective cash management involves controlling cash from the time it is received until it is disbursed. It requires the availability of accurate information on a timely basis. One person shall be delegated the day-to-day responsibility for the overall financial operation to determine cash availability and needs.

- 1) **AUTHORITY.** Pursuant to ~~S59.07(101)~~ §59.62(1) Wis. Stats., the authority to invest and re-invest money of the County, to sell or exchange securities so purchased and to provide for the safekeeping of such securities is delegated to the County Treasurer. The County Treasurer shall be bonded in an amount sufficient to cover possible loss.
- 2) **INVESTMENT.** The County Treasurer may purchase securities which are permissible investments from money in his/her custody which is not required for the immediate needs of the County as he/she deems wise and expedient. The investment activity of Wisconsin public funds is governed by ~~Section 66.04~~ §66.0603(1m) ~~and other sections of the Wisconsin Statutes.~~ as follows:

(a)"Any county, city, village, town, school district, drainage district, vocational, technical and adult education district or other governing board as defined by S34.02(4) . . . may invest any of its funds not immediately needed in

1. Time deposits in any credit union, bank, savings bank, trust company, or savings and loan association which is authorized to transact business in this state.
  2. Bonds or securities issued or guaranteed as to principal and interest by the federal government, or by a commission, board or other instrumentality of the federal government.
  3. Bonds or securities of any county, city, drainage district, technical college district, village, town or school district of this state.
  - 3m. Bonds issued by a local exposition district under subch. II of ch. 229.
  - 3p. Bonds issued by a local professional baseball park district created under subch. III of ch. 229.
  - 3q. Bonds issued by a local professional football stadium district created under subch. IV of ch. 229.
  - 3s. Bonds issued by the University of Wisconsin Hospitals and Clinics Authority.
  - 3t. Bonds issued by a local cultural arts district under subch. V of ch. 229.
  - 3u. Bonds issued by the Wisconsin Aerospace Authority.
  4. Any security which matures or which may be tendered for purchase at the option of the holder within not more than 7 years of the date on which it is acquired, if that security has a rating which is the highest or 2nd highest rating category assigned by Standard & Poor's corporation, Moody's investors service or other similar nationally recognized rating agency or if that security is senior to, or on a parity with, a security of the same issuer which has such a rating.
  5. Securities of an open-end management investment company or investment trust, if the investment company or investment trust does not charge a sales load, if the investment company or investment trust is registered under the investment company act of 1940, 15 USC 80a-1 to 80a-64, and if the portfolio of the investment company or investment trust is limited to the following:
    - a. Bonds and securities issued by the federal government or a commission, board or other instrumentality of the federal government.
    - b. Bonds that are guaranteed as to principal and interest by the federal government or a commission, board or other instrumentality of the federal government.
    - c. Repurchase agreements that are fully collateralized by bonds or securities under subd. 5. a. or b.
- ~~(a) time deposits in any bank, savings bank, trust company or savings and loan association which is authorized to transact business in this state, such time deposits maturing in not more than two years, or~~
- ~~(b) in bonds or securities issued or guaranteed as to principal and interest of the U.S. Government, or of a commission, board or other instrumentality of the U.S. Government, or~~

~~(e) in bonds or securities of any county, city, drainage district, village, town or school district of this state, or~~  
~~in the local government pooled investment fund or the local government trust investment fund."~~  
~~Certificate of Deposits purchased through the Certificate of Deposit Account Registry Service (CDARS)~~

3) **REPORTING.** The County Treasurer shall ~~consult monthly~~ consult with the ~~standing~~ Finance Committee regarding ~~such all~~ investments ~~each month the Finance Committee meets.~~

The County Treasurer shall communicate with financial institutions and ~~avail himself/herself~~ be informed of other financial information on current or pending market conditions in making ~~his a~~ decision on rates and maturities as well as the securities to be purchased. In making all investment decisions, the County Treasurer shall endeavor to obtain the highest rate of interest offered unless ~~he deems such the~~ offer ~~to is~~ be contrary to the overall investment objectives of the County.

34) **REDEMPTION.** The County Treasurer shall periodically redeem the securities in which County money has been invested pursuant to sub (2) so that the proceeds may be applied to the purpose for which the original purchase money was designated or placed in the County Treasury.

45) **DEPOSITS.** The Horicon Bank located in the City of Green Lake, Green Lake County, Wisconsin, shall be the working bank for Green Lake County.

#### D. ACCOUNTS AND RECORDS

~~It shall be the responsibility of the~~ The designated investment officer ~~County Treasurer,~~ in consultation with the Finance ~~committee~~ Committee, ~~to shall~~ establish sufficient records and accounts to:

- 1) detail each investment as to purchase date, cost, maturity date and yield;
- 2) provide ~~any all~~ necessary internal controls; ~~and-~~
- 3) ~~keep any other~~ all records that may be required to accurately reflect all investment transactions.

Last reviewed by Finance Committee on: October 23, 2019

## E. COLLATERALIZATION OF FUNDS

With the passage of 1985 Wisconsin Act 25, effective August-July 1, 1985, ~~there is no longer the the State does not~~ overall guarantee ~~of public deposits funds by the State held in public depositories~~. In effect Act 25 abolished the state deposit guarantee fund. ~~The State~~ will continue to pledge general purpose revenues under Wis. Stats., ~~20.124(1)(a), §20.144(1)(a) and §34.08~~ for the payment of losses of public deposits until the balance of the appropriation is exhausted, however, no payment for a loss in excess of \$400,000.00 for any one public depositor in any individual public depository will be made. F.D.I.C. insured deposits up to \$250,000.00 making a public depositor protected for a total of \$650,000.00 for deposits in any one institution.

~~Chapter 34.07 as amended Wis. Stat §34.07~~ provides that “A surety bond or other security, including an irrevocable letter of credit issued by a federal home loan bank, state bank, national bank, federal or state savings bank, federal or state credit union, or federal or state savings and loan association, may be required of or given by any public depository for any public deposits that exceed the amount of deposit insurance provided by an agency of the United States and the coverage provided under s. 34.08 (2).” ~~a surety bond or other security may be required of a given public depository for any public deposit that exceeds the \$400,000.00 amount guaranteed by the State.~~ Green Lake County will require this collateral for any deposit that exceeds the \$650,000.00 guaranteed by the State under Wis. Stat. §34.08 and the F.D.I.C.

Certificates of Deposits or any other time deposits shall be fully secured by obligations of the United State Government or its agencies if the principal and interest payments are guaranteed by the United States. Such securities shall be delivered to the County. The market value of the collateral shall at all times equal or exceed the principal amount of the certificate of deposit. Value of the collateral shall be monitored weekly. Market value shall near the bid or closing price of the security as quoted in the Wall Street Journal or other recognized pricing source. The investing officer shall be authorized to sign for agreements with the Custodial Bank or the receipt for any pledged securities.

## F. REPORTS

The County Treasurer as investment officer shall report monthly to the Finance Committee the average daily investment and the average yield obtained on all funds so deposited. In addition, this report shall be made available to the full County Board.

Last reviewed by Finance Committee on: October 23, 2019

**ORDINANCE NO. 17-2019**

**Relating to: Rezone in the Town of Brooklyn  
Owner: Michael J White**

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting begun on the 12<sup>th</sup> day of November, 2019, does ordain as follows:

- 1 **NOW, THEREFORE, BE IT ORDAINED** that the Green Lake County Zoning Ordinance,  
2 Chapter 350 as amended, Article IV Zoning Districts, Section 350-26 Official Map, as  
3 relates to the Town of Brooklyn, shall be amended as follows:
- 4 W2955 Hillside Rd, Parcel #004-00917-0000, Estate Numbers 1170 & 1171 of Lawsonia  
5 Estates Plat, Government Lot 1 of Section 35, T16N, R12E, Town of Brooklyn. Rezone from  
6 RC Recreation District to R-1 Single-family Residence District.
- 7 **BE IT FURTHER ORDAINED**, that this ordinance shall become effective upon passage  
8 and publication.

Roll Call on Resolution No. 17 -2019

Submitted by Land Use Planning &  
Zoning Committee:

Ayes , Nays , Absent , Abstain

*/s/ Robert Lyon*

Passed and Enacted/Rejected this 12<sup>th</sup>  
day of November, 2019.

\_\_\_\_\_  
Robert Lyon, Chair

*/s/ Harley Reabe*

\_\_\_\_\_  
Harley Reabe, Vice Chair

\_\_\_\_\_  
County Board Chairman

\_\_\_\_\_  
William Boutwell

\_\_\_\_\_  
ATTEST: County Clerk  
Approve as to Form:

*/s/ Curt Talma*

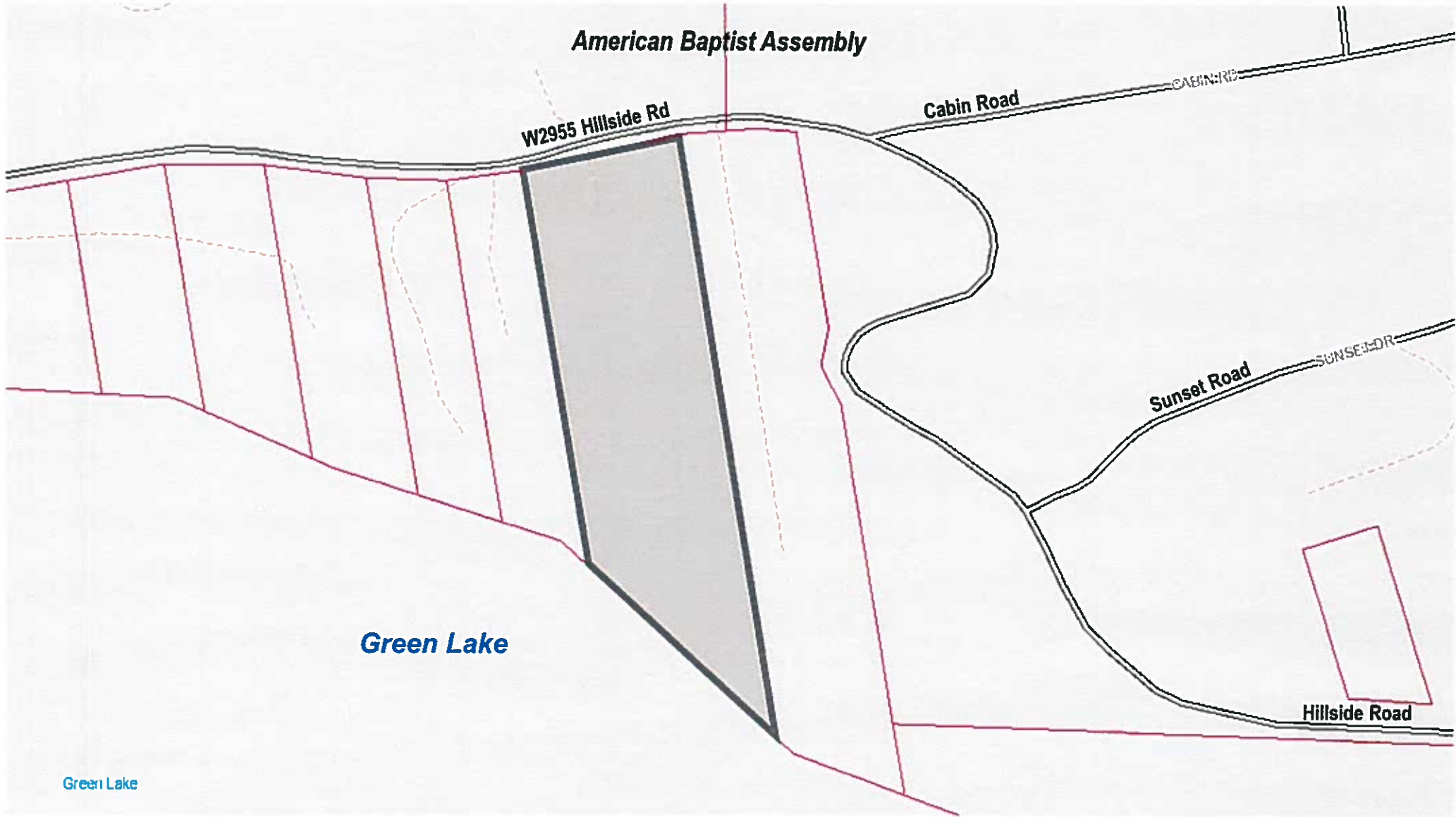
\_\_\_\_\_  
Curt Talma

\_\_\_\_\_  
Dawn N. Klockow, Corporation Counsel

*/s/ Peter Wallace*

\_\_\_\_\_  
Peter Wallace

**Michael J. White – W2955 Hillside Road, Parcel #004-00917-0000, Town of Brooklyn  
Described as certain tracts of land known as Estate Numbers 1170 & 1171 of Lawsonia Estates Plat  
Rezone request from RC Recreation District to R-1 Single-family Residence District**



**ORDINANCE NO. 18-2019**

**Amending Ch. 338 – Shoreland Zoning**

The County Board of Supervisors of Green Lake County, Green Lake Wisconsin, duly assembled at its regular meeting begun on the 12th day of November 2019, does ordain as follows:

Roll Call on Ordinance No. 18-2019

Submitted by Land Use Planning &  
Zoning Committee:

Ayes     , Nays     , Absent     , Abstain

/s/ Robert Lyon

Robert Lyon, Chair

Passed and Enacted/Rejected this 12th  
day of November, 2019.

/s/ Harley Reabe

Harley Reabe, Vice-chair

\_\_\_\_\_  
County Board Chairman

\_\_\_\_\_  
William Boutwell

\_\_\_\_\_  
ATTEST: County Clerk  
Approve as to Form:

/s/ Curt Talma

\_\_\_\_\_  
Curt Talma

\_\_\_\_\_  
Corporation Counsel

/s/ Peter Wallace

\_\_\_\_\_  
Peter Wallace



**NOW, THEREFORE, THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF GREEN LAKE DOES ORDAIN AS FOLLOWS:**

Section 1. Green Lake County Ordinance, No. 20-2016 adopted September 20, 2016, and subsequent amendments thereto, is hereby amended as follows: (new text is underlined, stricken text is ~~strikeout~~)

Chapter 338  
**Shoreland Zoning**

**[HISTORY: Adopted by the Board of Supervisors of Green Lake County 9-20-2016 by Ord. No. 20-2016.[1] Amendments noted where applicable.]**

**GENERAL REFERENCES**

Comprehensive Plan — See Ch. **280**.

Construction site erosion control and stormwater management — See Ch. **284**.

Floodplain zoning — See Ch. **300**.

Land division and subdivision — See Ch. **315**.

Private sewage systems — See Ch. **334**.

Zoning — See Ch. **350**.

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Article I  
**Introduction**

**§ 338-1 Statutory authorization.**

This chapter is adopted pursuant to the authorization in § 59.692, Wis. Stats., to implement §§ 59.692 and 281.31, Wis. Stats.

**§ 338-2 Finding of fact.**

Uncontrolled use of the shorelands and pollution of the navigable waters of Green Lake County will adversely affect the public health, safety, convenience and general welfare, and impair the tax base. The legislature of Wisconsin has delegated responsibility to the counties to further the maintenance of safe and healthful conditions; prevent and control water pollution; protect spawning grounds, fish and aquatic life; control building sites, placement of structures and land uses; and to preserve shore cover and natural beauty. This responsibility is hereby recognized by Green Lake County, Wisconsin.

**§ 338-3 Purpose and intent.**

For the purpose of promoting the public health, safety, convenience and welfare, and promote and protect the public trust in navigable waters, this chapter has been established to:

- A. Further the maintenance of safe and healthful conditions and prevent and control water pollution through:
  - (1) Limiting structures to those areas where soil and geological conditions will provide a safe foundation.
  - (2) Establishing minimum lot sizes to provide adequate area for private on-site waste treatment systems.
  - (3) Controlling filling and grading to prevent soil erosion problems.
  - (4) Limiting impervious surfaces to control runoff which carries pollutants.
- B. Protect spawning grounds, fish, and aquatic life through:
  - (1) Preserving wetlands and other fish and aquatic habitat.
  - (2) Regulating pollution sources.
  - (3) Controlling shoreline alterations, dredging, and lagooning.
- C. Control building sites, placement of structures and land uses through:
  - (1) Prohibiting certain uses detrimental to the shoreland-wetlands.
  - (2) Setting minimum lot sizes and widths.
  - (3) Setting minimum building setbacks from property boundary lines and waterways.
  - (4) Setting the maximum height of near shore structures.
- D. Preserve and restore shoreland vegetation and natural scenic beauty through:
  - (1) Restricting the removal of natural shoreland cover.
  - (2) Preventing shoreline encroachment by structures.
  - (3) Controlling shoreland excavation and other earth-moving activities.
  - (4) Regulating the use and placement of boathouses and other structures.

**§ 338-4 Title.**

This chapter shall be known, cited, and referred to as the "Shoreland ~~Protection~~-Zoning Ordinance for Green Lake County, Wisconsin."

**§ 338-5 When effective; repealer.**

- A. This chapter shall be effective upon final adoption by the Green Lake County Board and publication as provided for in the Wisconsin Statutes. Prior to final adoption of this chapter, the County must receive a certificate of compliance from the Department.

- B. Any previously adopted versions of Chapter **338** shall be replaced with this chapter in its entirety upon the effective date of this chapter.

Article II  
**General Provisions**

**§ 338-6 Areas to be regulated.**

Areas regulated by this chapter shall include all the lands, referred to herein as "shorelands," in the unincorporated areas of Green Lake County which are:

- A. Within 1,000 feet of the ordinary high-water mark of navigable lakes, ponds, or flowages. Navigability of lakes, ponds, or flowages in Green Lake County shall be determined based on criteria established in Appendix A of this chapter and revisions thereto.[2]
- B. Within 300 feet of the ordinary high-water mark of navigable rivers or streams, or to the landward side of the floodplain, whichever distance is greater. Navigability of rivers and streams in Green Lake County shall be determined based on criteria established in Appendix A of this chapter and revisions thereto.
- C. The provisions of this chapter apply to regulation of the use and development of unincorporated shoreland areas unless specifically exempted by law. All cities, villages, towns, counties, and, when § 13.48(13), Wis. Stats. applies, state agencies are required to comply with, and obtain all necessary permits under, this chapter. The construction, reconstruction, maintenance or repair of state highways and bridges carried out under the direction and supervision of the Wisconsin Department of Transportation are not subject to this chapter if § 30.2022(1), Wis. Stats., applies. Shoreland zoning requirements in annexed or incorporated areas are provided in §§ 61.353 and 62.233, Wis. Stats.
- D. Determinations of navigability and ordinary high-water mark location shall initially be made by the Land Use Planning and Zoning Department. When questions arise, the Land Use Planning and Zoning Department shall contact the appropriate office of the Department for a final determination of navigability or ordinary high-water mark. The County may work with surveyors in regard to § 59.692(1h), Wis. Stats.
- E. Under § 281.31(2m), Wis. Stats., notwithstanding, any other provision of law or administrative rule promulgated thereunder, this chapter does not apply to:
- (1) Lands adjacent to farm drainage ditches if:
- (a) Such lands are not adjacent to a natural navigable stream or river;
- (b) Those parts of such drainage ditches adjacent to such lands were not navigable streams before ditching; and
- (2) Lands adjacent to artificially constructed drainage ditches, ponds or stormwater retention basins that are not hydrologically connected to a natural navigable water body.

### § 338-7 **Shoreland-Wetland maps.**

The most recent version of the Wisconsin Wetland Inventory, as depicted on the Department of Natural Resources Surface Water Data Viewer, is made part of this chapter. These maps may be viewed at: <https://dnr.wi.gov/>, keyword search "Surface water data"<http://dnrmaps.wi.gov/SL/Viewer.html?Viewer=SWDV&runWorkflow=Wetland>. These maps may also be viewed from the GIS Viewer at the County's website: <http://gis.co.green-lake.wi.us/>.

### § 338-8 **Compliance.**

The use of any land, the size, shape, and placement of lots and parcels, the use, size, type, and location of structures on lots and parcels, the installation and maintenance of water supply and waste disposal facilities, the filling, grading, lagooning, dredging of any lands, the cutting of shoreland vegetation, the subdivision of lots and parcels, shall be in full compliance with the terms of this chapter and other applicable local, state, or federal regulations. Buildings and other structures shall require a permit unless otherwise expressly excluded by a provision of this chapter. The property owner(s), or the contractor(s), under the direction of the property owner(s), are responsible for compliance with the terms of this chapter.

### § 338-9 **Municipalities and state agencies regulated.**

Unless specifically exempted by law, all cities, villages, towns, and counties are required to comply with this chapter and obtain all necessary permits. State agencies are required to comply when § 13.48(13), Wis. Stats., applies. The construction, reconstruction, maintenance and repair of state highways and bridges by the Wisconsin Department of Transportation are exempt when § 30.2022(1), Wis. Stats., applies.

### § 338-10 **Abrogation and greater restrictions.**

When more restrictive, the provisions of this chapter supersede any provisions in a County zoning ordinance that solely relate to shorelands. Therefore, if a zoning standard of another ordinance only applies to lands that lie within the shoreland and applies because the lands are in shoreland, then this chapter supersedes those provisions. However, where another ordinance adopted under a statute other than § 59.692, Wis. Stats., does not solely relate to shorelands and is more restrictive than this chapter, that ordinance shall continue in full force and effect to the extent of the greater restrictions.

- A. This chapter shall not require approval or be subject to disapproval by any town or town board.
- B. If an existing town ordinance relating to shorelands is more restrictive than this chapter or any amendments thereto, the town ordinance continues in all respects to the extent of the greater restrictions but not otherwise.
- C. This chapter is not intended to repeal, abrogate, or impair any existing deed restrictions, covenants, or easements. However, where this chapter imposes greater restrictions, the provisions of this chapter shall prevail.
- D. This chapter may establish standards to regulate matters that are not regulated in Ch. NR 115, Wis. Adm. Code, but that further the purposes of shoreland **protection zoning** as

described in § 338-3 of this chapter.

- E. Counties may not establish shoreland zoning standards in a shoreland ~~protection zoning~~ ordinance that requires any of the following:
  - (1) Approval to install or maintain outdoor lighting in shorelands, impose any fee or mitigation requirement to install or maintain outdoor lighting in shorelands, or otherwise prohibit or regulate outdoor lighting in shorelands, if the lighting is designed or intended for residential use.
  - (2) Requires any inspection or upgrade of a structure before the sale or other transfer of the structure may be made.
- F. The construction and maintenance of a facility is considered to satisfy the requirements of a shoreland zoning ordinance if:
  - (1) The Department issued all required permits or approvals authorizing the construction or maintenance under Ch. 30, 31, 281 or 283, Wis. Stats.
  - (a) Note: A "facility" means any property or equipment of a public utility, as defined in § 196.01(5), Wis. Stats., or a cooperative association organized under Ch. 185, Wis. Stats., for the purpose of producing or furnishing heat, light, or power to its members only, that is used for the transmission, delivery, or furnishing of natural gas, heat, light, or power.

**§ 338-11 Interpretation.**

In their interpretation and application, the provisions of this chapter shall be liberally construed in favor of the County and shall not be deemed a limitation or repeal of any other powers granted by Wisconsin Statutes. Where a provision of this chapter is required by statute and a standard in Ch. NR 115, Wis. Adm. Code, and where the chapter provision is unclear, the provision shall be interpreted in light of the statute and Chapter NR 115 standards in effect on the date of the adoption of this chapter or in effect on the date of the most recent text amendment to this chapter.

**§ 338-12 Severability.**

If any portion of this chapter is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this chapter shall not be affected.

**§ 338-13 through § 338-15. (Reserved)**

Article III  
**Shoreland-Wetland District**

**§ 338-16 Designation.**

This district shall include all shorelands within the jurisdiction of this chapter which are designated as wetlands on the most recent version of the Wisconsin Wetland Inventory as referenced in § 338-7.

- A. Locating Shoreland-Wetland boundaries. Where an apparent discrepancy exists between the Shoreland-Wetland District boundary shown on the Wisconsin Wetland Inventory and actual field conditions, the County shall contact the Department to determine if the map is in error. If the Department determines that a particular area was incorrectly mapped as wetland or meets the wetland definition but was not shown as wetland on the map, the County shall have the authority to immediately grant or deny a shoreland land use permit in accordance with the applicable regulations based on the Department determination as to whether the area is wetland. In order to correct wetland mapping errors on the official zoning map, an official zoning map amendment must be initiated within a reasonable period of time.

**§ 338-17 Purpose.**

This district is created to maintain safe and healthful conditions, to prevent water pollution, to protect fish spawning grounds and wildlife habitat, to preserve shore cover and natural beauty, and to control building and development in wetlands whenever possible. When development is permitted in a wetland, the development should occur in a manner that minimizes adverse impacts upon the wetland.

**§ 338-18 Permitted Uses.**

The following uses shall be allowed subject to general shoreland protection regulations contained in this chapter, the provisions of Chs. 30 and 31, and § 281.36, Wis. Stats., and the provisions of other applicable local, state, and federal laws:

- A. Activities and uses which do not require the issuance of a land use permit, but which must be carried out without any filling, flooding, draining, dredging, ditching, tiling, or excavating except as allowed under Subsections **A** or **B**:
- (1) Hiking, fishing, trapping, hunting, swimming, and boating;
  - (2) The harvesting of wild crops, such as marsh hay, ferns, moss, wild rice, berries, tree fruits, and tree seeds, in a manner that is not injurious to the natural reproduction of such crops;
  - (3) The pasturing of livestock;
  - (4) The cultivation of agricultural crops;
  - (5) The practice of silviculture, including the planting, thinning, and harvesting of timber; and
  - (6) The construction or maintenance of hunting blinds.
- B. Uses which do not require the issuance of a land use permit and which may include limited filling, flooding, draining, dredging, ditching, tiling, or excavating but only to the extent specifically provided below:
- (1) Temporary water level stabilization measures necessary to alleviate abnormally wet or dry conditions that would have an adverse impact on silvicultural activities if not corrected;
  - (2) The cultivation of cranberries including flooding, dike, and dam construction or ditching

necessary for the growing and harvesting of cranberries;

- (3) The maintenance and repair of existing agricultural drainage systems, including ditching, tiling, dredging, excavating, and filling necessary to maintain the level of drainage required to continue the existing agricultural use. This includes the minimum filling necessary for disposal of dredged spoil adjacent to the drainage system provided that dredged spoil is placed on existing spoil banks where possible;
  - (4) The construction or maintenance of fences for the pasturing of livestock, including limited excavating and filling necessary for such construction or maintenance;
  - (5) The construction or maintenance of piers, docks, or walkways built on pilings, including limited excavating and filling necessary for such construction and maintenance; and
  - (6) The maintenance, repair, replacement, or reconstruction of existing town and County highways and bridges, including limited excavating and filling necessary for such maintenance, repair, replacement or reconstruction.
- C. Uses which require the issuance of a land use permit and which may include limited filling, flooding, draining, dredging, ditching, tiling, or excavating, but only to the extent specifically provided below:
- (1) The construction and maintenance of roads which are necessary to conduct silvicultural activities or agricultural cultivation, provided that:
    - (a) The road cannot as a practical matter be located outside the wetland;
    - (b) The road is designed and constructed to minimize adverse impact upon the natural functions of the wetland enumerated in § **338-20B**;
    - (c) The road is designed and constructed with the minimum cross-sectional area practical to serve the intended use;
    - (d) Road construction activities are carried out in the immediate area of the roadbed only.
  - (2) The construction or maintenance of nonresidential buildings, provided that:
    - (a) The building is essential for and used solely in conjunction with the raising of waterfowl, minnows, or other wetland or aquatic animals; or some other use permitted in the Shoreland-Wetland District;
    - (b) The building cannot, as a practical matter, be located outside the wetland;
    - (c) Such building is not designed for human habitation and does not exceed 500 square feet in floor area; and
    - (d) Only limited filling or excavating necessary to provide structural support for the building is authorized.

- (3) The establishment of public and private parks and recreation areas, natural and outdoor education areas, historic and scientific areas, wildlife refuges, game bird and animal farms, fur animal farms, fish hatcheries, and public boat launching ramps and attendant access roads, provided that:
  - (a) Any private development is used exclusively for the permitted use and the applicant has received a permit or license under Ch. 29, Wis. Stats., where applicable;
  - (b) Filling or excavating necessary for the construction or maintenance of public boat launching ramps or attendant access roads is allowed only where such construction or maintenance meets the criteria in § 338-18C(1)(a) through (d) and;
  - (c) Ditching, excavating, dredging, or dike and dam construction in public and private parks and recreation areas, natural and outdoor education areas, historic and scientific areas, wildlife refuges, game bird and animal farms, fur animal farms, and fish hatcheries is allowed only for the purpose of improving wildlife habitat and to otherwise enhance wetland values.
- (4) The construction or maintenance of electric, gas, telephone, water and sewer transmission, and distribution facilities, by public utilities and cooperative associations organized for the purpose of producing or furnishing heat, light, power, or water to their members and the construction or maintenance of railroad lines provided that:
  - (a) The transmission and distribution facilities and railroad lines cannot, as a practical matter, be located outside the wetland;
  - (b) Such construction or maintenance is done in a manner designed to minimize adverse impact upon the natural functions of the wetland enumerated in § 338-20B.

**§ 338-19 Prohibited uses.**

Any use not listed in § 338-18A, B or C is prohibited, unless the wetland or portion of the wetland has been rezoned by amendment of this chapter in accordance with § 338-20 of this chapter and § 59.69(5)(e), Wis. Stats.

**§ 338-20 Rezoning of lands in the Shoreland-Wetland District.**

- A. For all proposed text and map amendments to the shoreland-wetland provisions of this chapter, the appropriate office with the Department shall be provided with the following:
  - (1) A copy of every petition for a text or map amendment to the shoreland-wetland provisions of this chapter, within five days of the filing of such petition with the County Clerk. Such petition shall include a copy of the Wisconsin Wetland Inventory map adopted as part of this chapter describing any proposed rezoning of a shoreland-wetland;
  - (2) Written notice of the public hearing to be held on a proposed amendment at least 10 days prior to such hearing;
  - (3) A copy of the Land Use Planning and Zoning Committee's findings and recommendations on each proposed amendment within 10 days after the submission of those findings and



recommendations to the County Board; and

- (4) Written notice of the County Board's decision on the proposed amendment within 10 days after it is issued.
- B. A wetland, or a portion thereof in the Shoreland-Wetland District, shall not be rezoned if the proposed rezoning may result in a significant adverse impact upon any of the following:
- (1) Storm and flood water storage capacity;
  - (2) Maintenance of dry season stream flow, the discharge of groundwater to a wetland, the recharge of groundwater from a wetland to another area, or the flow of groundwater through a wetland;
  - (3) Filtering or storage of sediments, nutrients, heavy metals, or organic compounds that would otherwise drain into navigable waters;
  - (4) Shoreline protection against soil erosion;
  - (5) Fish spawning, breeding, nursery, or feeding grounds;
  - (6) Wildlife habitat; or
  - (7) Wetlands both within the boundary of designated areas of special natural resource interest and those wetlands which are in proximity to or have a direct hydrologic connection to such designated areas as defined in § NR 103.04, Wis. Adm. Code, which can be accessed at the following website: <http://www.legis.state.wi.us/rsb/code/nr/nr103.pdf>.
- C. If the Department notifies the Land Use Planning and Zoning Committee that a proposed text or map amendment to the shoreland-wetland provisions of this chapter may have a significant adverse impact upon any of the criteria listed in § **338-20B** of this chapter, that amendment, if approved by the County Board, shall contain the following provision: "This amendment shall not take effect until more than 30 days have elapsed after written notice of the County Board's approval of this amendment is mailed to the Department of Natural Resources. During that thirty-day period the Department of Natural Resources may notify the County Board that it will adopt a superseding shoreland ordinance for the County under § 59.692(6), Wis. Stats. If the Department does so notify the County Board, the effect of this amendment shall be stayed until the § 59.692(6) adoption procedure is completed or otherwise terminated."

§ 338-21 (**Reserved**)

Article IV

**Land Division and Sanitary Regulations**

§ 338-22 **Land division review.**

The County shall review, pursuant to § 236.45, Wis. Stats., all land divisions in shoreland areas which create three or more lots or parcels or building sites of five acres each or less

within a five-year period. In such review all of the following factors shall be considered:

- A. Hazards to the health, safety, or welfare of future residents.
- B. Proper relationship to adjoining areas.
- C. Public access to navigable waters, as required by law.
- D. Adequate stormwater drainage facilities.
- E. Conformity to state law and administrative code provisions.

**§ 338-23 Planned unit development (PUD).**

- A. Purpose. The planned unit development is intended to permit smaller nonriparian lots and parcels where the physical layout of the lots and parcels is so arranged as to better assure the control of pollution and preservation of ground cover than would be expected if the lots and parcels were developed with the normal lot sizes and setbacks and without special conditions placed upon the planned unit development at the time of its approval. A condition of all Planned Residential Unit Development is the preservation of certain open space, preferably on the shoreland, in perpetuity.
- B. Requirements for planned unit development. The County Board may at its discretion, upon its own motion or upon petition, approve a planned unit development overlay district upon finding, after a public hearing, that all of the following facts exist:
  - (1) Area. The area proposed for the planned unit development shall be at least two acres in size or have a minimum of 200 feet of frontage on a navigable water.
  - (2) Lots and parcels. Any proposed lot or parcel in the planned unit development that does not meet the minimum size standards of §§ **338-27** and **338-28** shall be a nonriparian lot or parcel.
  - (3) Lot sizes, widths, setbacks, and vegetation removal. When considering approval of a planned unit development the governing body shall consider whether proposed lot or parcel sizes, widths, and setbacks are of adequate size and distance to prevent pollution or erosion along streets or other public ways and waterways. Increased shoreland setbacks shall be a condition of approval as a way of minimizing adverse impacts of development. Vegetative shore cover provisions in § **338-37** shall apply except that maximum width of a lake frontage opening shall be 100 feet and minimum vegetative buffer depth shall be increased to offset the impact of the proposed development.
  - (4) Note: Counties should be aware that the planned unit development standards, as written, grant back lot access (key holing) without applying frontage requirement standards to determine overall density. This comports to NR115.05(1)(a)4. Counties may optionally include requirements to limit overall density based upon minimum frontage standards as well. These types of developments may also be known as conservation subdivisions or planned residential development. The provisions of NR 115.05(1)(a)4 apply to these types of developments where there may be a combination of a density bonus, smaller lot size,

and preservation of open space.

- C. The procedure for establishing a Planned Residential Unit Development district shall be as follows:
- (1) Petition. A petition setting forth all of the facts required in § **338-23B** shall be submitted to the County Clerk with sufficient copies to provide for distribution by the County Clerk as required by § **338-62H**.
  - (2) Review and Hearing: The petition shall be submitted to the County Land Use Planning and Zoning Committee established as required by § 59.69(3)(d), Wis. Stats., which shall hold a public hearing and report to the County Board as required by law. Copies of the petition and notice of the hearing shall also be sent to the appropriate office of the Department as described in § **338-65A**, of this chapter. The Land Use Planning and Zoning Committee's report to the County Board shall reflect the recommendations of any federal, state, or local agency with which the Land Use Planning and Zoning Committee consults.
  - (3) Findings and Conditions of Approval. The County Board shall make written findings as to the compliance or noncompliance of the proposed overlay district with each of the applicable requirements set forth in § **338-23B**. If the petition is granted in whole or part, the County Board shall attach such written conditions to the approval as are required by and consistent with § **338-23B**. The conditions of approval shall in all cases establish the specific restrictions applicable with regard to minimum lot sizes, width, setbacks, dimensions of vegetative buffer zone, and open space requirements.
  - (4) Planning studies. A landowner or petitioner may, at his own expense, develop the facts required to establish compliance with the provisions of § **338-23B** or may be required to contribute funds to the County to defray all or part of the cost of such studies being undertaken by the County or any agency or person with whom the County contracts for such work.

**§ 338-24 Sanitary regulations.**

Each County shall adopt sanitary regulations for the protection of health and the preservation and enhancement of water quality.

- A. Where public water supply systems are not available, private well construction shall be required to conform to Ch. NR 812, Wis. Adm. Code.
- B. Where a public sewage collection and treatment system is not available, design and construction of a private on-site waste treatment system shall, prior to July 1, 1980, be required to comply with Ch. SPS ~~Comm~~ 383, Wis. Adm. Code and after June 30, 1980, be governed by a private sewage system ordinance adopted by the County under § 59.70(5), Wis. Stats.

**§ 338-25 (Reserved)**

Article V

## Lot and Parcel Size

### § 338-26 Purpose.

Minimum lot and parcel sizes in the shoreland area are established to afford protection against danger to health, safety and welfare, and protection against pollution of the adjacent body of water.

- A. In calculating the minimum area or width of a lot or parcel, the beds of navigable waters shall not be included.

### § 338-27 Sewered lots and parcels.

Minimum area and width for each lot or parcel.

- A. The minimum area shall be 10,000 square feet and the minimum average width shall be 65 feet.

(1) The width shall be calculated by averaging the shortest horizontal measurements at the following locations:

- (a) The landward distance at the ordinary high-water mark between the side boundary lines.
- (b) Distances at any angle point along the side boundary line.
- (c) The street/access boundary line.
- (d) The rear boundary line, where applicable.

### § 338-28 Unsewered lots and parcels.

Minimum area and width for each lot or parcel.

- A. The minimum area shall be 20,000 square feet and the minimum average width shall be 100 feet.

(1) The width shall be calculated by averaging the shortest horizontal measurements at the following locations:

- (a) The landward distance at the ordinary high-water mark between the side boundary lines.
- (b) Distances at any angle point along the side boundary line.
- (c) The street/access boundary line.
- (d) The rear boundary line, where applicable.

### § 338-29 Substandard lots and parcels.

- A. A legally created lot or parcel that met minimum area and minimum average width requirements when created, but does not meet current size requirements, may be used as a building site if all of the following apply:

- (1) The substandard lot or parcel was never reconfigured or combined with another lot or parcel by plat, survey, or consolidation by the owner into one property tax parcel.
  - (2) The substandard lot or parcel has never been developed with one or more of its structures placed partly upon an adjacent lot or parcel.
  - (3) The substandard lot or parcel is developed to comply with all other requirements of this chapter.
- B. Notes: The intent of this provision is to allow lots and parcels that were legally created that currently do not meet the minimum width and area requirements to be considered a building site provided all ordinance requirements can be met. Substandard lots and parcels that have been reconfigured by a certified survey map or consolidated into one legal description with the Register of Deeds, which result in a larger (closer to conforming) lot or parcel, should be allowed to be utilized as a building site. Additionally, lots that have a legal description for each substandard lot on record with the Register of Deeds but have one tax parcel number assigned by the Real Property Lister or Assessor for taxing/assessing purposes, should be considered separate building sites and should not be considered consolidated. Lots or parcels that have had development over the lot lines should be combined with a legal description and recorded with a new deed prior to new development occurring.

**§ 338-30 Other substandard lots and parcels.**

Except for lots which meet the requirements of § 338-29, a land use permit for the improvement of a lot or parcel having lesser dimensions than those stated in §§ 338-27 and 338-28 shall be issued only if a variance is granted by the Board of Adjustment.

**§ 338-31 (Reserved)**

Article VI  
**Building Setbacks**

**§ 338-32 Building setbacks.**

Permitted building setbacks shall be established to conform to health, safety and welfare requirements, preserve natural beauty, reduce flood hazards, and avoid water pollution.

A. Shoreland setbacks. Unless exempt under § 338-32 A(1), or reduced under § 338-33, 2 B. [3]a setback of 75 feet from the ordinary high-water mark of any navigable waters to the nearest part of a building or structure shall be required for all buildings and structures.

(1) Exempt structures. Per § 59.692(1nk)(da)(6), [KM4]Wis. Stats., all of the following structures are exempt from the shoreland setback standards in § 338-32A:

(a) Boathouses located entirely above the ordinary high-water mark and entirely within the access and viewing corridor that do not contain plumbing and are not used for human habitation. All boathouses shall adhere to the following conditions:

[1] The construction or placement of boathouses below the ordinary high-water mark of any

navigable waters shall be prohibited.

- [2] Boathouses shall be designed and constructed solely for the storage of ~~boats~~ watercraft and related equipment.
- [3] One boathouse is permitted on a lot or parcel as an accessory structure.
- [4] Boathouses ~~constructed where the existing slope is more than 50%~~ shall be designed and constructed to not destabilize the existing slope. Final grades must be at a slope that is naturally stable, depending on soil type.
- [5] Boathouses shall be constructed in conformity with local floodplain zoning standards. Fill, elevation surveys, or other documentation may be required within 180 days of permit issuance, per 300-38B.(4).
- [6] Boathouses shall be one story with sidewalls not exceeding 10 feet in height and a footprint entirely within the access and viewing corridor of the vegetative buffer. The footprint is not to exceed 16 feet in width by 24 feet in depth, with the width running parallel to the shore.
- [7] Boathouse roofs shall be designed with a pitched roof having a minimum slope of 2/12, a maximum slope of 46/12, and in no case shall be designed for use as a deck, observation platform, or for other similar uses.
- [8] Earth-toned color shall be required for all exterior surfaces of a boathouse.
- [9] The main door shall face the water.
- [10] ~~— Any features the Department considers inconsistent with the use of the structure exclusively as a boathouse are not permitted. Examples may include but not be limited to patio doors, fireplaces, decks, and living quarters. Patio doors, fireplaces, and other features, inconsistent with the use of the structure exclusively as a boathouse, are not permitted.~~
- [11] Per § 59.692(1o) Wis. Stats., the roof of an existing boathouse may be used as a deck, provided that the boathouse has a flat roof, has no side walls or screened walls, and has a railing that meets Department of Safety and Professional Services standards.
- [12] No boathouse shall have any wall, door, or access opening be more than 1/3 transparent.
- [13] Boathouse roof overhangs shall not project more than 24 inches out from the boathouse side wall.[KM5]
- (b) Open-sided and screened structures such as gazebos, decks, patios, and screen houses in the shoreland setback area that satisfy the following requirements in § 59.692(1v), Wis. Stats.
- [1] The part of the structure that is nearest to the water is located at least 35 feet landward

from the ordinary high-water mark.

- [2] The floor area of all the structures in the shoreland setback area will not exceed 200 square feet. **In calculating this square footage, boathouses shall be excluded.**[6]
- [3] The structure that is the subject of the request for special zoning permission has no sides or has open or screened sides.
- [4] The County must approve a plan that will be implemented by the owner of the property to preserve or establish a vegetative buffer zone that covers at least 70% of the half of the shoreland setback area that is nearest to the water. Note: The statutory requirements under § 59.692(1v), Wis. Stats., which require the establishment of a vegetative buffer for the construction of open-sided structures is not superseded by § 59.692(1f)(a).
- [5] The structure must be free-standing and more than five feet from a principal structure.
- [6] An enforceable affidavit must be filed with the Register of Deeds prior to construction acknowledging the limitations on vegetation.
- (c) Broadcast signal receivers, including satellite dishes or antennas that are one meter or less in diameter and satellite earth station antennas that are two meters or less in diameter.
- (d) Utility transmission and distribution lines, poles, towers, water towers, pumping stations, well pump house covers, private on-site wastewater treatment systems that comply with Ch. SPS **Comm** 383, and other utility structures that have no feasible alternative location outside of the minimum setback and that employ best management practices to infiltrate or otherwise control stormwater runoff from the structure.

(e)[7] ~~A W~~walkways, stairways or rail systems is permitted, provided:

~~[1] The structure is necessary to access or protect the shoreline because of steep slopes or wet, unstable soils.~~

[2] The structure shall be located so as to minimize earth disturbing activities and shoreline vegetation removal during construction.

~~[3] The structure shall be visually inconspicuous as viewed from the adjacent waterway, not to exceed a maximum of 60 inches in width.~~

[34] Railings are permitted only where required by safety concerns, state statutes, or state regulations.

[45] Canopies and/or roofs on such structures are prohibited.

**[56] Stairways shall be supported on piles or footings rather than being excavated from erodible soils, steep slopes, or similar conditions of concern.[KK8]**

~~[71] that are is necessary to provide pedestrian access to the shoreline and are is a maximum of 60 inches in width. The structure shall be limited to a maximum of 60 inches in width, including railings. Landings as part of the shoreline access way /system shall be limited to a maximum of 40 square feet and no more than 60 inches wide.~~

~~[86] Standards for removal of shoreline vegetation shall be complied with, per Article VII.~~

~~[749] In cases of steep slopes, a rail system (i.e., tram or lift) in addition to a stairway, shall be permitted as long as the rail system is mounted to or immediately adjacent to the existing stairway and can be located entirely within the viewing access corridor per § 338-37B.~~

- (f) Devices or systems used to treat runoff from impervious surfaces.
- (2) Existing Exempt Structures. Per § 59.692(1k)(a)2m, Wis. Stats., existing exempt structure may be maintained, repaired, replaced, restored, rebuilt, and remodeled provided the activity does not expand the footprint and does not go beyond the three-dimensional building envelope of the existing structure. The expansion of a structure beyond the existing footprint may be permitted if the expansion is necessary to comply with applicable state and federal requirements. Note: Section 59.692(1k)(a)2m, Wis. Stats., prohibits counties from requiring any approval or imposing any fee or mitigation requirement for the activities specified in § 338-32A(2). However, it is important to note that property owners may be required to obtain permits or approvals and counties may impose fees under ordinances adopted pursuant to other statutory requirements, such as floodplain zoning, general zoning, sanitary codes, building codes, or even stormwater erosion control.
- B. Reduced principal structure setback (§ 59.692(1n), Wis. Stats.). A setback less than the seventy-five-foot required setback from the ordinary high-water mark shall be permitted for a proposed principal structure and shall be determined as follows:
  - (1) Where there are existing principal structures in both directions, the setback shall equal the average of the distances the two existing principal structures are set back from the ordinary high-water mark, provided that all of the following are met:
    - (a) Both of the existing principal structures are located on an adjacent lot to the proposed principal structure.
    - (b) Both of the existing principal structures are located within 250 feet of the proposed principal structure and are the closest structure.
    - (c) Both of the existing principal structures are located less than 75 feet from the ordinary high-water mark.
    - (d) The average setback shall not be reduced to less than 35 feet from the ordinary high-water mark of any navigable water.



(e) Note: § 59.692(1d)(a), Wis. Stats., requires counties to adopt the standards consistent with § **338-32B(1)** for reducing the shoreland setback.

(2) Functional appurtenances that are accessory structures such as open porches or decks, that are attached to the proposed principal structure and proposed at time of permit application, must comply with the reduced principal structure setback but shall not be used in the calculation of the reduced principal structure setback.[KK9]

C. In addition to the shoreland setback standards in Subsections **A** and **B** above, buildings and structures shall comply with the following setback standards.

(1) Side yard: twelve-foot minimum for lots at least 85 feet wide.

(2) Side yard: ten-foot minimum for lots less than 85 feet wide.

(3) Street yard: twenty-five-foot minimum.

(4) Walkways no more than 36 inches wide and driveways shall be exempt from 338-32.C. (1) through (3). This does not exempt these structures from 338-32 A. or other standards of this chapter.

D. In addition to the shoreland setback standard in Subsections **A** and **B** above, fences shall comply with the following:

(1) All fences, no greater than eight feet in height, may be allowed along any lot line excluding the street right-of-way line and the side lot lines within the street-yard setback.

(2) Open style fences (greater than 50% open space), no greater than four feet in height, may be allowed along the street right-of-way line and alongside lot lines within the street-yard setback.

E. In addition to the shoreland setback standard in Subsections **A** and **B** above, retaining walls shall comply with the following:

(1) Retaining and decorative/landscape walls may be allowed in the street-yard, side-yard and rear-yard with a minimum zero setback.

F. In addition to the shoreland setback standard in Subsection A and B above, roof overhangs may project no more than 12 inches into a required side and/or street setback. [KM10]No projections are allowed into the setback as required in Subsection A.

### § 338-33 Floodplain structures.

Buildings and structures to be constructed or placed in a floodplain shall be required to comply with any applicable floodplain zoning ordinance. Fill, elevation surveys, or other documentation may be required within 180 days of land use permit issuance, per 300-38B(4).

§ 338-34 through § 338-35. (Reserved)

Article VII  
Vegetation

§ 338-36 **Purpose.**

To protect natural scenic beauty, fish and wildlife habitat, and water quality, this article shall regulate removal of vegetation in shoreland areas, consistent with the following: The standards of this chapter shall consider sound forestry and soil conservation practices and the effect of vegetation removal on water quality, including soil erosion, and the flow of effluents, sediments, and nutrients.

§ 338-37 **Vegetative buffer zone.**

To protect water quality, fish and wildlife habitat, and natural scenic beauty, and to promote preservation and restoration of native vegetation, there shall be designated land that extends from the ordinary high-water mark to a minimum of 35 feet inland as a vegetative buffer zone and prohibit removal of vegetation in the vegetative buffer zone except as follows:-

- A. Routine maintenance of vegetation.
- B. Removal of trees and shrubs in the vegetative buffer zone to create access and viewing corridors. Per § 59.692(1f)(b), Wis. Stats., the viewing corridor may be at least 35 feet wide for every 100 feet of shoreline frontage. The viewing corridor may run contiguously for the entire maximum width of shoreline frontage owned.
- C. Removal of trees and shrubs in the vegetative buffer zone on a parcel with 10 or more acres of forested land consistent with "generally accepted forestry management practices" as defined in § NR 1.25(2)(b), Wis. Adm. Code, and described in Department publication "Wisconsin Forest Management Guidelines" (publication FR-226), provided that vegetation removal be consistent with these practices.
- D. Removal of vegetation within the vegetative buffer zone to manage exotic or invasive species, damaged vegetation, vegetation that must be removed to control disease, or vegetation creating an imminent safety hazard, provided that any vegetation removed be replaced by replanting in the same area as soon as practicable, not to exceed 9 months from date of vegetation removal. [11]

(1) A site visit by the Department or photos of the site provided by an owner or agent must be received by the Department prior to vegetation removal. A site visit or photos from an owner or agent must be provided after the vegetation has been replanted, within the timeframe specified above. [12] Submitted photos must be digitally date stamped.

- E. Additional vegetation management activities in the vegetative buffer zone may be allowed by permit. The permit issued under this subsection shall require that all management activities comply with detailed plans approved by the County and designed to control erosion by limiting sedimentation into the waterbody, to improve the plant community by replanting in the same area, and to maintain and monitor the newly restored area. The permit also shall require an enforceable restriction to preserve the newly restored area, as

evidenced by an instrument recorded in the Office of the Register of Deeds prior to land use permit issuance.

- F. Note: § 59.692(1f)(a), Wis. Stats., prohibits counties from requiring a property owner to establish a vegetative buffer zone on previously developed land or expand an existing vegetative buffer zone. However, as part of a counties shoreland mitigation standards, the establishment or expansion of the vegetative buffer may remain an option.

§ 338-38 through § 338-39. (Reserved)

Article VIII  
Land Disturbing Activity

§ 338-40 **Land disturbing activity.**

Filling, grading, lagooning, dredging, ditching, and excavating may be permitted only in accordance with the provisions of § NR 115.04, Wis. Adm. Code, the requirements of Ch. 30, Wis. Stats., and other state and federal laws where applicable, and only if done in a manner designed to improve natural scenic beauty and minimize erosion, sedimentation, and impairment of fish and wildlife habitat, ~~and natural scenic beauty.~~

A. Shoreline protection activities authorized by a state permit may be allowed without a land use permit.

B. Non-structural projects approved by County Land Conservation Department to remedy significant existing erosion problems may be exempt from land use permitting requirements.

§ 338-41 **General standards.**

The fFilling, grading, lagooning, dredging, ditching, or excavating, of any lands in the shoreland area requires a land use permit, unless otherwise exempt in this chapter[KK13]. A project, - which does not require a permit under § 338-42, may be permitted in the shoreland area provided that:

A. A. It is not done within the vegetative buffer zone unless necessary for allowed vegetative activities, establishing or expanding the vegetative buffer, or for the construction of an exempt structure.

B. It is done in a manner designed to minimize erosion, sedimentation, and impairment of fish and wildlife habitat.

CB. Filling, grading, lagooning, dredging, ditching, or excavating in a Shoreland-Wetland District meets the requirements of § 338-18B and C of this chapter.

CD. All applicable federal, state, and local authority is obtained in addition to a permit under this chapter.

ED. Any fill placed in the shoreland area is protected against erosion by the use of riprap, vegetative cover, or a bulkhead.

F. Slopes for the project site are less than 100% (1:1). Land disturbing activities in the shoreland

area where the slope is equal to or greater than 100% (1:1) are prohibited. |

[KK14]

**§ 338-42 Permit required.**

A. For any land disturbing activity filling or grading of any area which is within 300 feet landward of the ordinary high-water mark of navigable water, a land use permit is required. Land disturbing activity includes but is not limited to filling, grading, lagooning, dredging, ditching, and excavating. ~~and which has surface drainage toward the water and on which there is either:~~

~~(1) Any filling or grading on slopes of more than 20%.~~

~~(2) Filling or grading of more than 1,000 square feet on slopes of 12%–20%.~~

~~(3) Filling or grading of more than 2,000 square feet on slopes less than 12%.~~

(1) A land use permit may be approved based upon:[KK15]

(a) A stormwater management, erosion control, grading, and revegetation plans.

(b) Findings that the land disturbing activity will not result in:

[1] Impairment of natural wetland functions.

[2] Erosion or sedimentation to navigable water.

[3] Impairment of aquatic life.

[4] Unnecessary loss of native appearance or natural beauty of the shoreland.

[5] Restricting flood flows.

[6] Reducing the storage capacity of the floodplain.

B. For any construction or dredging commenced on any artificial waterway, canal, ditch, lagoon, pond, lake, or similar waterway which is within 300 feet landward of the ordinary high-water mark of a navigable body of water or where the purpose is the ultimate connection with a navigable body of water.

(1) Where a DNR permit has been issued which meets the substantial concerns of this article, no land use permit will be required, unless this article is more restrictive[KK16].

**§ 338-43 Permit conditions.**

In granting a permit under § **338-42**, the County shall attach the following conditions, where appropriate, in addition to those provisions specified in § **338-63** or **338-645**[KK17].

A. The smallest amount of bare ground shall be exposed for as short a time as feasible.

B. Temporary ground cover (such as mulch or jute netting) shall be used continually until ~~and~~ permanent vegetative cover shall be established.

C. Diversion berms or bales, silting basins, terraces, filter fabric fencing, and other methods shall be used to contain prevent erosion soil and sediment ~~and prevent it from leaving the project site~~[18].

- D. Lagoons shall be constructed to avoid fish trap conditions.
- E. Fill and excavations shall be stabilized according to soil type and accepted non-engineered and engineering standards as required by the Land Use Planning and Zoning Department.
- F. Filling shall comply with any local floodplain zoning ordinance and shall not restrict a floodway or destroy the flood storage capacity of a floodplain.
- G. Channels or artificial watercourses shall be constructed with side slopes of two units horizontal distance to one unit vertical or flatter. The side slopes which shall be promptly vegetated, unless bulkheads or riprap are provided.
- H. Onsite inspections may be required prior to excavation, during construction, and upon project completion. A completed application for land use permit authorizes the Department to visit and inspect the project site prior to permit issuance, during permit validity, and up to 6 months after permit expiration for compliance with the conditions of the permit and terms of this chapter.
- I. Any other conditions intended to protect shorelines and minimize erosion, sedimentation, and the impairment of fish and wildlife habitat.

§ 338-44 (Reserved)

Article IX  
Impervious Surfaces

§ 338-45 Purpose.

Establish impervious surface standards to protect water quality and fish and wildlife habitat and to protect against pollution of navigable waters. Impervious surface standards of this chapter shall apply to the construction, reconstruction, expansion, replacement, or relocation of any impervious surface on a riparian lot or parcel and any non-riparian lot or parcel that is located entirely within 300 feet of the ordinary high-water mark of any navigable waterway.

§ 338-46 Impervious surface calculation.

- A. Percentage of impervious surface shall be calculated by dividing the surface area of the existing and proposed impervious surfaces on the portion of a lot or parcel that is within 300 feet of the ordinary high-water mark by the total surface area of that lot or parcel, and multiplied by 100. Impervious surfaces described in § 338-49 shall be excluded from the calculation of impervious surface on the lot or parcel. If an outlot lies between the ordinary high-water mark and the developable lot or parcel and both are in common ownership, the lot or parcel and the outlot shall be considered one lot or parcel for the purposes of calculating the percentage of impervious surface.
- B. Note: § NR 115.05(1)(e)1m, Wis. Adm. Code, clarifies that, if an outlot lies between the OHWM and the developed lot or parcel and both are in common ownership, then the lot or parcel should be considered one property for the purposes of calculating the percentage

of impervious surfaces. If there is an outlot, parcel or road that is owned by some other entity, for example a hydroelectric facility, town, or County, then the County should determine what level of control the property owner has over that portion of the lot. Can the property owner place structures, such as shoreline protection, piers, stairs, boathouses etc. on that portion of the lot, or does some other entity have control over development? If a property owner has no or little say over construction on that portion of the lot, then impervious surfaces on that portion of the lot should be calculated separately. For properties that have condominium ownership, the impervious surface calculations apply to the entire property. The property is still under one legal description and the proposed expansion to a unit is not the only impervious surface calculated since the regulation states lot or parcel and not a unit. It will be important to remember also that mitigation applies to the property as a whole and not just to the portion of the frontage that might be in front of the unit impacted.

**§ 338-47 Impervious surface standard.**  
**[Amended 4-18-2017 by Ord. No. 8-2017]**

Except as allowed in §§ **338-48** and **338-49**, allow up to 15% impervious surface on the portion of a lot or parcel that is within 300 feet of the ordinary high-water mark.

**§ 338-48 Maximum impervious surface.**  
**[Amended 4-18-2017 by Ord. No. 8-2017]**

A property may exceed the impervious surface standard under § **338-47**, provided the following standards are met:

- A. For properties where the general impervious surface standard applies under § **338-47**, a property owner may have more than 15% impervious surface but not more than 30% impervious surface on the portion of a lot or parcel that is within 300 feet of the ordinary high-water mark.
- B. For properties that exceed the standard under § **338-47** but do not exceed the maximum standard under § **338-48A**<sup>[19]</sup>, a permit can be issued for development with a mitigation plan that meets the standards found in Article **XII**.

**§ 338-49 Treated impervious surfaces.**

- A. Impervious surfaces that can be documented to show they meet either of the following standards shall be excluded from the impervious surface calculations under § **338-46**.
  - (1) The impervious surface is treated by devices such as stormwater ponds, constructed wetlands, infiltration basins, rain gardens, bioswales, or other engineered systems.
  - (2) The runoff from the impervious surface discharges to an internally drained pervious area that retains the runoff on or off the parcel and allows infiltration into the soil.
- B. Note: The provisions in § **338-49** are an exemption from the impervious surface standards and, as such, should be read<sup>[KM20]</sup>-construed narrowly. As such, a property owner is

entitled to this exemption only when the runoff from the impervious surface is being treated by a sufficient (appropriately sized) treatment system, treatment device, or internally drained. Property owners that can demonstrate that the runoff from an impervious surface is being treated consistent with § **338-49** will be considered pervious for the purposes of implementing the impervious surface standards in this ordinance. If a property owner or subsequent property owner fails to maintain the treatment system, treatment device, or internally drained area, the impervious surface is no longer exempt under § **338-49**.

- C. To qualify for the statutory exemption, property owners shall submit a complete land use permit application that is reviewed and approved by the Land Use Planning and Zoning Department. The application shall include the following:
- (1) Calculations showing how much runoff is coming from the impervious surface area.
  - (2) Documentation that the runoff from the impervious surface is being treated by a proposed treatment system, treatment device, or internally drained area.
  - (3) An implementation schedule and enforceable obligation on the property owner to establish and maintain the treatment system, treatment devices, or internally drained area.
    - (a) The enforceable obligations shall be evidenced by an instrument recorded in the office of the Register of Deeds prior to the issuance of the land use permit.

**§ 338-50 Existing impervious surfaces.**

For existing impervious surfaces that were lawfully placed when constructed but do not comply with the impervious surface standard in § **338-47** or the maximum impervious surface standard in § **338-48**, the property owner may do any of the following:

- A. Maintain and repair the existing impervious surfaces;
- B. Replace existing impervious surfaces with similar surfaces within the existing building envelope;
- C. Relocate or modify an existing impervious surface with similar or different impervious surface, provided that the relocation or modification does not result in an increase in the percentage of impervious surface that existed on the effective date of the County Shoreland ~~protection~~ Zoning Ordinance, and the impervious surface meets the applicable setback requirements in this chapter.
- D. Note: The impervious surface standards in this section (changed to reflect Ch. NR 115, Wis. Adm. Code) shall not be construed to supersede other provisions in the County Shoreland ~~Protection~~ Zoning Ordinance.

All of the provisions of the County Shoreland ~~Protection~~ Zoning Ordinance still apply to new or existing development.



§ 338-51 (Reserved)

Article X  
Height

§ 338-52 **Height.**

To protect and preserve wildlife habitat and natural scenic beauty, on or after February 1, 2010, a land use permit may not be granted for any construction that results in a structure taller than 35 feet within 75 feet of the ordinary high-water mark of any navigable waters.

- A. The structure height for structures at or greater than 75 feet from the ordinary high-water mark shall comply with the provisions of other applicable ordinance standards, if any.
- B. Structure height within 75 feet of the ordinary high-water mark of any navigable water is the measurement of the vertical line segment starting at the lowest point of any exposed wall and its intersect with the ground (Point A in the diagram below) to a line horizontal to the highest point of a structure excluding items attached to a structure such as, but not limited to, chimneys, ornamental towers, vents, television towers, and mechanical appurtenances (Point B in the diagram below), unless specified under other sections of this chapter.

[\[Image\]](#)

§ 338-53 (Reserved)

Article XI  
Nonconforming Uses and Structures

§ 338-54 **Discontinued nonconforming use.**

If a nonconforming use is discontinued for a period of 12 months, any future use of the building, structure, or property shall conform to this chapter.

§ 338-55 **Maintenance, repair, replacement, or vertical expansion of nonconforming structures.**

- A. An existing structure that was lawfully placed when constructed but does not comply with the required setbacks, per §§ **338-32** and **338-33**, may be maintained, repaired, replaced, restored, rebuilt, or remodeled if the activity does not expand the footprint of the nonconforming structure. Further, an existing structure that was lawfully placed when constructed but does not comply with the required shoreland setback, may be vertically expanded unless the vertical expansion would extend more than 35 feet above grade level, as provided in § **338-52B**. Expansion of a structure may be allowed beyond the existing footprint if the expansion is necessary to comply with applicable state or federal requirements.

B. Note:

- (1) Section 59.692(1k)(a)1.b. and d., [21]Wis. Stats., prohibits counties from requiring any approval or imposing any fee or mitigation requirement for the activities specified in § **338-**



**557[22]**. However, it is important to note that property owners may be required to obtain permits or approvals and counties may impose fees under ordinances adopted pursuant to other statutory requirements, such as floodplain zoning, general zoning, sanitary codes, building codes, or even stormwater erosion control.

- (2) Section NR 115.05(1)(b)1m, Wis. Adm. Code, lists structures that are exempt from the shoreland setback. These structures are considered conforming structures and are not considered nonconforming structures. Structures that were granted variances or illegally constructed structures are not considered nonconforming structures.

**§ 338-56 Lateral expansion of nonconforming principal structure within the setback.**

An existing principal structure that was lawfully placed when constructed but does not comply with the required building setback per §§ **338-32A** and **338-33** may expand laterally, provided that all of the following requirements are met:

- A. The use of the structure has not been discontinued for a period of 12 months or more if a nonconforming use.
- B. The existing principal structure is at least 35 feet from the ordinary high-water mark.
- C. Lateral expansions are limited to a maximum of 200 square feet over the life of the structure. No portion of the expansion may be any closer to the ordinary high-water mark than the closest point of the existing principal structure.
- D. The Land Use Planning and Zoning Department shall issue a permit that requires a mitigation plan that shall be approved by the Land Use Planning and Zoning Department and implemented by the property owner by the date specified in the land use permit. The mitigation plan shall meet the standards found in Article **XII**.
- E. All other provisions of this chapter shall be met.

**§ 338-57 Expansion of a nonconforming principal structure beyond setback.**

An existing principal structure that was lawfully placed when constructed but does not comply with the required building setback under §§ **338-32** and **338-33**, may be expanded horizontally[**KM23**], landward, or vertically landward of the shoreland setback area horizontally or vertically, provided that the expanded area meets the building setback requirements per § **338-32** or **338-33** and that all other provisions of this chapter are met. A mitigation plan is not required solely for expansion under this section, but may be required per Article **IX**.

**§ 338-58 Relocation of nonconforming principal structure.**

An existing principal structure that was lawfully placed when constructed but does not comply with the required building setback per §§ **338-32A** and **338-33**, may be relocated on the property provided all of the following requirements are met:

- A. The use of the structure has not been discontinued for a period of 12 months or more if a nonconforming use.

- B. The existing principal structure is at least 35 feet from the ordinary high-water mark.
- C. No portion of the relocated structure is located any closer to the ordinary high-water mark than the closest point of the existing principal structure.
- D. The Land Use Planning and Zoning Department determines that no other location is available on the property to build a principal structure of a comparable size to the structure proposed for relocation that will result in compliance with the shoreland setback requirement per § **338-32A**.
- E. The Land Use Planning and Zoning Department shall issue a permit that requires a mitigation plan that shall be approved by the Land Use Planning and Zoning Department and implemented by the property owner by the date specified in the permit. The mitigation plan shall meet the standards found in Article **XII** and include enforceable obligations of the property owner to establish or maintain measures that the Land Use Planning and Zoning Department determines are adequate to offset the impacts of the permitted expansion on water quality, near-shore aquatic habitat, upland wildlife habitat, and natural scenic beauty. The mitigation measures shall be proportional to the amount and impacts of the replaced or relocated structure being permitted. The obligations of the property owner under the mitigation plan shall be evidenced by an instrument recorded in the office of the County Register of Deeds.
- F. All other provisions of this chapter shall be met.

**§ 338-59 Maintenance, repair, replacement or vertical expansion of structures authorized by variance.**

- A. A structure of which any part has been authorized to be located within the shoreland setback area by a variance granted before July 1~~35~~, 2015, may be maintained, repaired, replaced, restored, rebuilt, or remodeled if the activity does not expand the footprint of the authorized structure. Additionally, the structure may be vertically expanded unless the vertical expansion would extend more than 35 feet above grade level. Counties may allow expansion of a structure beyond the existing footprint if the expansion is necessary to comply with applicable state or federal requirements.
- B. Note: § 59.692(1k)(a)2, Wis. Stats., prohibits counties from requiring any approval or imposing any fee or mitigation requirement for the activities specified in § **338-59**. However, it is important to note that property owners may be required to obtain permits or approvals and counties may impose fees under ordinances adopted pursuant to other statutory requirements, such as floodplain zoning, general zoning, sanitary codes, building codes, or even stormwater erosion control.

Article XII  
**Mitigation**

**§ 338-60 Mitigation.**

When a land use permit, issued under this chapter, requires mitigation according to § **338-32A(2)** and §§ **338-48** and **338-58**, the property owner must submit a complete permit application that includes a mitigation plan.

- A. The application shall be reviewed and approved by the County Land Use Planning and Zoning Department. The application shall include the following:
- (1) A scaled site plan that describes with images and notations the proposed mitigation measures:
    - (a) The mitigation site plan shall be designed and implemented to restore natural functions lost through development and human activities.
    - (b) The mitigation measures of the plan shall be proportional in scope to the impacts of development on water quality, near-shore aquatic habitat, upland wildlife habitat, and natural scenic beauty.
  - (2) An implementation schedule stating the completion date of the mitigation measures. Also, there shall be an enforceable obligation on the property owner to establish and maintain the mitigation measures.
    - (a) The enforceable obligations shall be evidenced by an instrument, shoreland mitigation agreement, recorded in the office of the Register of Deeds, prior to issuance of a land use permit.
- B. The various types of development projects that require mitigation measures based on this chapter shall have options to mitigate the impacts of those development projects as provided herein. In cases where a development project impacts more than one type of development requiring mitigation, mitigation measures shall provide the total points for all affected types of development. The mitigation measures with corresponding mitigation points applicable to development projects requiring mitigation are as follows:
- (1) Three points: Creation or restoration of the primary shoreland vegetative buffer zone, which is the area from the Ordinary High Water Mark to 35 feet landward. The mitigation points and buffer depth may be modified if a lesser buffer depth is approved by the Land Use Planning and Zoning Department, based on the scope of the development project.
  - (2) One point: Each additional 500 square feet of native secondary vegetative shoreland buffer; after the shoreland vegetative buffer zone has been created or restored.
  - (3) Removal of bBuilding structures: Removal area(s) landward of the shoreland vegetative buffer zone shall be restored and vegetated. Removal area(s) within the shoreland vegetative buffer zone shall be in accordance with Subsection D below.[KK24]
    - (a) Two points: Removal of each building structure having 200 square feet or more of impervious surface within the seventy-five-foot shoreland setback area.
    - (b) One point: Removal of each building structure having less than 200 square feet of impervious surface within the seventy-five-foot shoreland setback area.
    - (c) Removal area(s) landward of the shoreland vegetative buffer zone shall be restored and vegetated. Removal area(s) within the shoreland vegetative buffer zone shall be in

~~accordance with Subsection D below.~~

- (4) One point: Removal of each 200 square feet of impervious surface within 300 feet of the ordinary high-water mark of navigable waters. Removal area(s) landward of the shoreland vegetative buffer zone shall be restored and vegetated. Removal area(s) within the shoreland vegetative buffer zone shall be in accordance with Subsection **D** below.
- (5) One point: Removal of seawalls/bulkheads.
- (6) One point: Relocate access and viewing corridor to include boathouse. Vacated area(s) landward of the shoreland vegetative buffer zone shall be restored and vegetated. Vacated area(s) within the shoreland vegetative buffer zone shall be vegetated in accordance with Subsection **D** below.
- (7) Stormwater management that will infiltrate the peak flow discharge of stormwater runoff on a lot or parcel, for a two-year rainfall event, into a rain garden(s) for conditions stated below. Other infiltration methods may be used as approved by the Land Use Planning and Zoning Department.
  - (a) Two points: Stormwater management practice that will infiltrate all the stormwater runoff from the impervious surface of principal building structure(s).
  - (b) Three points: Stormwater management practice that will infiltrate all the stormwater runoff from the impervious surface of principal building structure(s) and any accessory building structure(s).
  - (c) Four points: Stormwater management practice that will infiltrate the stormwater runoff from all the impervious surface(s).

C. Types of development requiring mitigation measures are as follows:

- (1) Impervious surface development. Any of the following levels of impervious surface area, based on the standards of Article **IX**, shall provide mitigation measures having the following number of mitigation points.
  - (a) ~~Five-Three~~**[KK25]** mitigation measure points shall be included in a mitigation plan on a lot or parcel where the percentage of impervious surface is greater than 15% and up to and including 20%.
  - (b) ~~Six~~ **Four** mitigation measure points shall be included in a mitigation plan on a lot or parcel where the percentage of impervious surface is greater than 20% and up to and including 25%.
  - (c) ~~Seven~~ **Five** mitigation measure points shall be included in a mitigation plan on a lot or parcel where the percentage of impervious surface is greater than 25% and up to and including 30%.
- (2) Lateral expansion of a nonconforming principal structure per § **338-56** shall require a

mitigation plan that includes any mitigation measures listed in § 338-60B having a minimum of one point.

- (3) Replacement or relocation of a nonconforming principal structure per § 338-58 shall require a mitigation plan that includes any mitigation measures listed in § 338-60B having a minimum of two points.
- D. Where reference is made to a shoreland vegetative buffer zone, the buffer shall be designed in accordance with NRCS Interim Standard No. 643A and NRCS Wisconsin Biology Technical Note 1: Shoreland Habitat. In cases where these standards provide options, the Land Use Planning and Zoning Department shall make the determination which option is most appropriate in the design and execution of the project.
- E. Where reference is made to a rain garden, the rain garden shall be designed, installed, and maintained in accordance with Wisconsin DNR Publication, PUB-WT-776-20032018[KK26], "Rain Gardens: A how-to manual for homeowners."
- F. Where the Land Use Planning and Zoning Department determines a lot or parcel has excessive navigable water frontage for the purpose of a shoreland vegetative buffer installation, the Land Use Planning and Zoning Department may reduce the width of the shoreland vegetative buffer to no less than 100 feet.
- G. All development projects requiring mitigation measures on a lot or parcel having a POWTS (private onsite wastewater treatment system) shall be required to have the POWTS evaluated by a licensed plumber to determine condition and sizing compliance; and, if needed, the POWTS shall be upgraded to comply with current applicable standards.

§ 338-61 (Reserved)

Article XIII  
Administration

§ 338-62 **Administrative provisions.**

Given the County has created a Land Use Planning and Zoning Department, and Land Use Planning and Zoning Committee, and Board of Adjustment to administer and enforce land use ordinances, these same officials shall also administer and enforce this chapter. These officials, for the purpose of this shoreland protection-zoning ordinance, shall be responsible for all of the following:

- A. A system of permits for all new construction, development, reconstruction, structural alteration, or moving of buildings and structures. A copy of applications shall be required to be filed in the Land Use Planning and Zoning Department, unless prohibited by § 59.692(1k), Wis. Stats.
- B. Perform regular inspection of permitted work in progress to insure conformity of the finished structures with the terms of this chapter.
- C. Establish a variance procedure which authorizes the Board of Adjustment to grant such

variance from the terms of this chapter as will not be contrary to the public interest where, owing to special conditions and the adoption of the shoreland ~~protection-zoning~~ ordinance, a literal enforcement of the provisions of this chapter will result in unnecessary hardship as long as the granting of a variance does not have the effect of granting or increasing any use of property which is prohibited in that zoning district by the shoreland ~~protection~~ zoning ordinance.

- D. Establish a special exception (conditional use permit) procedure for uses presenting special problems.
- E. The County shall keep a complete record of all proceedings before the Board of Adjustment, and Land Use Planning and Zoning Committee.
- F. Written notice to the appropriate office of the Department at least 10 days prior to any hearing on a proposed variance, special exception, or conditional use permit, appeal for a map or text interpretation, map or text amendment, and copies of all proposed land divisions submitted to the County for review under Article IV.
- G. Submission to the appropriate office of the Department, within 10 days after grant or denial, copies of any decision on a variance, special exception, or conditional use permit, or appeal for a map or text interpretation, and any decision to amend a map or text of this chapter.
- H. Mapped zoning districts and the recording, on an official copy of such map, of all district boundary amendments.
- I. The establishment of appropriate penalties for violations of various provisions of this chapter, including forfeitures. Compliance with this chapter shall be enforceable by the use of injunctions to prevent or abate a violation, as provided in § 59.69 (11), Wis. Stats.
- J. Investigate and report violations of this chapter for enforcement and/or prosecution.

#### § 338-63 **Permits.**

- A. When required. Except where another section of this chapter specifically exempts certain types of development from this requirement, a land use permit shall be obtained from the Land Use Planning and Zoning Department, or Board of Adjustment, or Land Use Planning and Zoning Committee before any new development.
- B. Application. An application for a land use permit shall be made to the Land Use Planning and Zoning Department upon forms furnished by the Land Use Planning and Zoning Department and shall include for the purpose of proper enforcement of these regulations, the following information:
  - (1) Name and address of applicant and property owner.
  - (2) Legal description of the property and type of proposed use.
  - (3) A "to scale" drawing of the dimensions of the lot and location of all existing and proposed

structures and impervious surfaces relative to the lot lines, center line of abutting highways, and the ordinary high-water mark of any abutting waterways.

- (4) Location and description of any existing private water supply or sewage system or notification of plans for any such installation.
  - (5) Plans for appropriate mitigation when required.
  - (6) Payment of the appropriate fee.
  - (7) Additional information required by the Land Use Planning and Zoning Department.
- C. Expiration of permit. A land use permit shall expire 12 months from date issued ~~if no substantial work has commenced.~~
- ~~D. Certificates of compliance. Upon written request from the owner, the Land Use Planning and Zoning Department shall issue a certificate of compliance at a fee as provided in Article XVI for any building or premises existing at the time of the adoption of this chapter, certifying after inspection the extent and type of use made of the building or premises and whether or not such use conforms to the provisions of this chapter.~~

**§ 338-64 Special exception permits (conditional use permits).**

- A. Application for a special exception permit. Any use listed as a special exception in this chapter shall be permitted only after an application has been submitted to the Land Use Planning and Zoning Department and a special exception permit has been granted by the Board of Adjustment. To secure information upon which to base its determination, the Board of Adjustment may require the applicant to furnish, in addition to the information required for a land use permit, the following information:
- (1) A plan of the area showing surface contours, soil types, ordinary high-water marks, ground water conditions, subsurface geology, and vegetative cover.
  - (2) Location of buildings, parking areas, traffic access, driveways, walkways, piers, open space, and landscaping.
  - (3) Plans of buildings, sewage disposal facilities, water supply systems, and arrangement of operations.
  - (4) Specifications for areas of proposed filling, grading, lagooning or dredging.
  - (5) Other pertinent information necessary to determine if the proposed use meets the requirements of this chapter.
  - (6) Rationale for why the proposed special exception meets all of the special exception criteria listed in this chapter.
- B. Notice, public hearing and decision. Before deciding whether to grant or deny an application for a special exception permit, the Board of Adjustment shall hold a public



hearing. Notice of such public hearing, specifying the time, place and matters to come before the Board of Adjustment, shall be given as a Class 2 notice under Ch. 985, Wis. Stats. Such notice shall be provided to the appropriate office of the Department at least 10 days prior to the hearing. The Board of Adjustment shall state in writing the grounds for granting or denying a special exception permit.

- C. Standards applicable to all special exceptions. In deciding a special exception application, the Board of Adjustment shall evaluate the effect of the proposed use upon:
- (1) The maintenance of safe and healthful conditions.
  - (2) The prevention and control of water pollution including sedimentation.
  - (3) Compliance with local floodplain zoning ordinances and opportunity for damage to adjacent properties due to altered surface water drainage.
  - (4) The erosion potential of the site based upon degree and direction of slope, soil type, and vegetative cover.
  - (5) The location of the site with respect to existing or future access roads.
  - (6) The need of the proposed use for a shoreland location.
  - (7) Its compatibility with uses on adjacent land.
  - (8) The amount of liquid and solid wastes to be generated and the adequacy of the proposed disposal systems.
  - (9) Location factors under which:
    - (a) Domestic uses shall be generally preferred;
    - (b) Uses not inherently a source of pollution within an area shall be preferred over uses that are or may be a pollution source;
    - (c) Use locations within an area tending to minimize the possibility of pollution shall be preferred over use locations tending to increase that possibility. Additional standards, such as parking, noise, etc., may be referred to the applicable part of their ordinance.
- D. Conditions attached to special exception. Such conditions may include specifications for, without limitation because of specific enumeration: type of shore cover; specific sewage disposal and water supply facilities; landscaping and planting screens; period of operation; operational control; sureties; deed restrictions; location of piers, docks, parking, and signs; and type of construction.
- (1) Upon consideration of the factors listed above, the Board of Adjustment shall attach such conditions, in addition to those required elsewhere in this chapter, as are necessary to further the purposes of this chapter. Violations of any of these conditions shall be deemed



a violation of this chapter.

- (2) In granting a special exception permit, the Board of Adjustment may not impose conditions which are more restrictive than any of the specific standards in this chapter. Where this chapter is silent as to the extent of restriction, the Board of Adjustment may impose any reasonable permit conditions to affect the purpose of this chapter.
- E. Recording. When a special exception permit is approved, an appropriate record shall be made of the land use and structures permitted. Such permit shall be applicable solely to the structures, use, and property so described. A copy of any decision on a special exception permit shall be provided to the appropriate office of the Department within 10 days after it is granted or denied.
- F. Revocation. Where the conditions of a special exception permit are violated, the special exception permit may be revoked.

**§ 338-65 Variances.**

- A. The Board of Adjustment may grant upon appeal a variance from the standards of this chapter where an applicant convincingly demonstrates that:
  - (1) Literal enforcement of the provisions of this chapter will result in unnecessary hardship on the applicant; and
  - (2) The hardship is due to special conditions unique to the property; and
  - (3) Is not contrary to the public interest.
- B. Notice, hearing, and decision. Before deciding on an application for a variance, the Board of Adjustment shall hold a public hearing. Notice of such hearing specifying the time, place, and matters of concern, shall be given a Class 2 notice under Ch. 985, Wis. Stats. Such notice shall be provided to the appropriate office of the Department at least 10 days prior to the hearing. The Board of Adjustment shall state in writing the reasons for granting or refusing a variance and shall provide a copy of such decision to the appropriate Department office within 10 days of the decision.

**§ 338-66 Board of Adjustment.**

The chair of the County Board shall appoint a Board of Adjustment consisting of three members and two alternate members under § 59.694, Wis. Stats. The County Board shall adopt such rules for the conduct of the business of the Board of Adjustment as required by § 59.694(3), Wis. Stats.

- A. Powers and duties (§ 59.694 Wis. Stats.).
  - (1) The Board of Adjustment shall adopt such additional rules as it deems necessary and may exercise all of the powers conferred on such boards by § 59.694, Wis. Stats.
  - (2) It shall hear and decide appeals where it is alleged there is error in any order, requirement, decision, or determination made by an administrative official in the

enforcement or administration of this chapter.

- (3) It shall hear and decide applications for special exception permits pursuant to Section **338-64**.
  - (4) It may grant a variance from the standards of this chapter pursuant to Section **338-65**.
  - (5) In granting a variance, the board may not impose conditions which are more restrictive than any of the specific standards in this chapter. Where this chapter is silent as to the extent of restriction, the board may impose any reasonable permit conditions to affect the purpose of this chapter.
- B. Appeals to the Board. Appeals to the Board of Adjustment may be made by any person aggrieved of by an officer, department, board, or bureau of the County affected by any decision of the Land Use Planning and Zoning Department or other administrative officer. Such appeal shall be made within 30 days, as provided by the rules of the County Board, by filing with the officer whose decision is in question, and with the Board of Adjustment, a notice of appeal specifying the reasons for the appeal. The Land Use Planning and Zoning Department, or other officer whose decision is in question, shall promptly transmit to the Board of Adjustment all the papers constituting the record concerning the matter appealed.
- C. Hearing Appeals and Applications for Variances and Special Exception Permits. (§ 59.694(6), Wis. Stats.)
- (1) The Board of Adjustment shall fix a reasonable time for a hearing on the appeal or application. The Board of Adjustment shall give public notice thereof by publishing a Class 2 notice under Chapter 985, Wis. Stats, specifying the date, time, and place of the hearing and the matters to come before the Board of Adjustment. Notice shall be mailed to the parties in interest. Written notice shall be given to the appropriate office of the Department at least 10 days prior to hearings on proposed shoreland variances, special exceptions (conditional uses), and appeals for map or text interpretations.
  - (2) A decision regarding the appeal or application shall be made as soon as practical. Copies of all decisions on shoreland variances, special exceptions (conditional uses), and appeals for map or text interpretations shall be submitted to the appropriate office of the Department within 10 days after they are granted or denied.
  - (3) The final disposition of an appeal or application to the Board of Adjustment shall be in the form of a written resolution or order signed by the chairman and secretary of the Board of Adjustment. Such resolution shall state the specific facts which are the basis of the Board of Adjustment determination and shall either affirm, reverse, vary, or modify the order, requirement, decision, or determination appealed, in whole or in part, dismiss the appeal for lack of jurisdiction or prosecution or grant the application.
  - (4) At the public hearing, any party may appear in person or by agent or by attorney.

§ 338-67 (Reserved)

Article XIV  
Amendments

§ 338-68 **Changes and amendments.**

The County Board may, from time to time, alter, supplement, or change the regulations contained in this chapter in accordance with the requirements of § 59.69(5)(e), Wis. Stats, Ch. NR 115, Wis. Adm. Code and this chapter where applicable.

- A. Amendments. Amendments to this chapter may be made on petition of any interested party as provided in § 59.69(5), Wis. Stats.
  - B. Shoreland-Wetland map amendments. Every petition for a Shoreland-Wetland map amendment filed with the County Clerk shall be referred to the Land Use Planning and Zoning Committee. A copy of each petition shall be provided to the appropriate office of the Department within five days of the filing of the petition with the County Clerk. Written notice of the public hearing to be held on a proposed amendment shall be provided to the appropriate office of the Department at least 10 days prior to the hearing.
- (1) A copy of the County Board's decision on each proposed amendment shall be forwarded to the appropriate office of the Department within 10 days after the decision is issued.

§ 338-69 (Reserved)

Article XV  
Enforcement

§ 338-70 **Investigation of alleged violations.**

Any violation of the provisions of this chapter shall be deemed unlawful. When necessary, to determine compliance with this chapter, the Land Use Planning and Zoning Department shall investigate alleged violations. After confirmation that a violation exists, the Land Use Planning and Zoning Department shall pursue compliance of the violation and enforce the provisions of this chapter.

§ 338-71 **Violations and penalties; citations.**

- A. Any violation of the provisions of this chapter by or under the direction of the landowner shall be brought into compliance upon notification by the Land Use Planning and Zoning Department or the Land Use Planning and Zoning Committee or the County Corporation Counsel.
- B. The County Corporation Counsel shall have the authority to use all legal remedies necessary to ~~pursue compliance with~~ enforce the provisions of this chapter. After consultation with the Land Use Planning and Zoning Department and/or the Land Use Planning and Zoning Committee, the Corporation Counsel shall determine which legal remedy or legal remedies are in order to ~~pursue compliance with~~ enforce the provisions of this chapter.
- C. ~~Any landowner who violates or refuses to comply with any of the provisions of this chapter~~

~~shall be subject to a forfeiture of not less than \$50 nor more than \$5,000 per offense, together with the taxable costs of action.~~ Each day that the violation exists, after receiving notice of the violation from the Land Use Planning & Zoning Department by certified or registered mail, or personal service per Ch. 801.11 Wis. Stats, shall constitute a separate offense.

- (1) Any landowner who violates or refuses to comply with any of the provisions of this chapter shall be subject to a forfeiture of not less than \$50 nor more than \$500 per offense, together with the taxable costs of action.
  - (2) A landowner may request an extension to a deadline for compliance as set by the Department. The request for extension must be made in writing and include the following information: parcel number, address, current owner information, reference within the ordinance(s) of existing violations, number of days the extension is being requested for, enforceable compliance schedule / time frame, if any other existing violations on the property have been resolved, and other pertinent information.
- D. In addition to the Corporation Counsel having the authority to pursue compliance enforce the provisions of this chapter per Subsection B above, the designated staff of the Land Use Planning and Zoning Department shall have the authority to and may prepare, sign, and issue citations in order to commence action to achieve compliance with the provisions of this chapter.

#### § 338-72 **Stop-work orders.**

- A. No land use permit obtained. When the Land Use Planning and Zoning Department is notified or becomes aware of any activity in violation of the provisions of this chapter by or under the direction of the landowner that requires issuance of a land use permit pursuant to this chapter, and such a permit has not been obtained, the Land Use Planning and Zoning Department may issue a stop-work order requiring any such activity to be immediately stopped and enjoined.
- B. Land use permit obtained. When the Land Use Planning and Zoning Department is notified or becomes aware of any activity in violation of the provisions of this chapter by or under the direction of the landowner for which a land use permit was issued and the actual activity deviates from that land use permit, the Land Use Planning and Zoning Department may issue a stop-work order requiring the activity to be immediately stopped and enjoined.
- C. The stop-work order shall be mailed to the subject landowner's property tax bill mailing address or the mailing address as stated on the land use permit application and/or to any person signing the land use permit application.
- D. The stop-work order card issued and posted by the Land Use Planning and Zoning Department shall be posted at the subject site in plain view from a non-trespass location off the subject property. A stop-work order card shall remain posted until compliance of the violation occurs. In the event that a stop-work order has been removed from its posted location by persons other than Department staff, the property owner(s) and/or other agents, upon conviction, shall be subject to a \$300 fine plus court costs. The fine shall

increase by \$300 after each offense and be cumulative. For example: \$300 first offense, \$600 for second offense, \$900 for third offense, and so on. If a property owner removes a stop work order sign three times they shall be subject to \$1800 (\$300 + \$600 + \$900) in fines plus court costs.

- E. An action filed pursuant to the Board of Adjustment or to any court shall stop work during and until the final outcome of the action has been reached or until so ordered by a Court of appropriate jurisdiction.

**§ 338-73 Injunctions.**

Every violation of this chapter is a public nuisance, and the creation thereof may be enjoined and the maintenance thereof abated pursuant to § 59.69(11), Wis. Stats.

**§ 338-74 Emergency conditions.**

Whenever the Land Use Planning and Zoning Department finds that an emergency exists such as sudden, unexpected occurrences, or combinations thereof, unforeseen conditions or circumstances at the time beyond a landowner's control, adverse weather conditions, meeting a timetable which requires immediate action to protect the public health, safety, and welfare, the Land Use Planning and Zoning Department may, without notice or hearing, issue an order citing the existence of such emergency and may require that such action be taken as may be deemed necessary to meet the emergency. The Land Use Planning and Zoning Department shall notify the Chairperson of the Land Use Planning and Zoning Committee within 24 hours of such situations. Notwithstanding any other provisions of this chapter, such order shall become effective immediately. Any person to whom such order is directed shall comply therewith immediately. Appeals or challenges to emergency orders may be brought to the Board of Adjustment after emergency conditions have ceased.

**§ 338-75 (Reserved)**

**Article XVI  
Fees**

**§ 338-76 Fees.**

- A. The following fees shall be paid to Green Lake County at the Land Use Planning and Zoning Department at the time of application for each service requested as listed below to defray the cost of administration, investigation, advertising, and processing. Land use permit fee is based on construction value of project:

- (1) Fee.

<b>Value of Project</b>	<b>Fee</b>
\$0 to \$999	\$50
\$1,000 to \$99,999	\$150

\$100,000 to \$199,999	\$300
\$200,000 to \$299,999	\$400
\$300,000 to \$399,999	\$500
\$400,000 to \$499,999	\$600
\$500,000 to \$599,999	\$700
\$600,000 to \$699,999	\$800
\$700,000 to \$799,999	\$900
\$800,000 to \$899,999	\$1,000
\$900,000 or more	\$1,250

- (2) Permit renewals are the same as the original fee.
- (3) After-the-fact permit is double the above-stated fee.
- (4) Permit fees may be waived in cases where the Land Use Planning and Zoning Department determines the project(s) to be funded or conducted by federal, state, or local governmental bodies.
- B. All public hearing items such as a variance, rezone, appeal, conditional use permit, ordinance amendment, planned unit development, or special exception permit: \$375.
- C. All public hearing items listed above, postponed at the request of the applicant prior to public hearing: \$250.

§ 338-77 **(Reserved)**

Article XVII  
**Definitions**

§ 338-78 **Definitions.**

- A. For the purpose of administering and enforcing this chapter, the terms or words used herein shall be interpreted as follows: Words used in the present tense include the future; words in the singular number include the plural number; and words in the plural number include the singular number. The word "shall" is mandatory, not permissive. All distances, unless otherwise specified, shall be measured horizontally.
- B. The following terms or words used in this chapter mean:

**ACCESS AND VIEWING CORRIDOR**

A strip of vegetated land that allows safe pedestrian access to the shore through the vegetative buffer zone.

**AFTER-THE-FACT PERMIT**

A land use permit that was issued for a development on a date after the development had already commenced, was under construction, or was completed. The fee for an after-the-fact permit is double the standard land use permit fee (see 338-76.A.(1)).

**BOATHOUSE**

A permanent structure used for the storage of watercraft and associated materials and includes all structures which are totally enclosed, have roofs or walls, or any combination of these structural parts.

**BUILDING ENVELOPE**

The three-dimensional space within which a structure is built.

**COUNTY ZONING AGENCY**

That committee or commission created or designated by the County Board under § 59.69(2)(a), Wis. Stats, to act in all matters pertaining to County planning and zoning. In Green Lake County, this body shall be known as the Land Use Planning and Zoning Committee.

**DEER STAND**

Open or enclosed platforms used by hunters. The platforms are secured to trees (or free standing) in order to elevate the hunter and give him (or her) a better vantage point.

**DEPARTMENT**

The Department of Natural Resources.

**DEVELOPMENT**

Any man-made change to improved or unimproved real estate, including but not limited to, the construction of buildings, structures, or accessory structures; the construction of additions or substantial alterations to buildings, structures, or accessory structures; the placement of buildings or structures; mining, dredging, filling, grading, paving, excavation, or drilling operations; and the storage, deposition, or extraction of materials.

**DRAINAGE SYSTEM**

One or more artificial ditches, tile drains, or similar devices which collect surface runoff or groundwater and convey it to a point of discharge.

**EXISTING DEVELOPMENT PATTERN**

That principal structures exist within 250 feet of a proposed principal structure in both directions along the shoreline.

**FLOODPLAIN**

The land which has been or may be hereafter covered by flood water during the regional flood. The floodplain includes the floodway and the flood fringe as those terms are defined in Ch. NR 116, Wis. Adm. Code.

## **FOOTPRINT**

The land covered by a structure at ground level measured on a horizontal plane. The footprint of a structure includes the horizontal plane bounded by the furthest exterior wall ~~and eave, if present, projected to natural grade~~. For structures without walls (decks, stairways, patios, carports) having a single-horizontal plane, the footprint is bounded by the furthest portion of the structure projected to natural grade.

Note: For the purposes of replacing or reconstructing a nonconforming building with walls, the footprint shall not be expanded by enclosing the area that is located within the horizontal plane from the exterior wall to the eaves projected to natural grade. This constitutes a lateral expansion under Ch. NR 115, Wis. Adm. Code, and would need to follow Ch. NR 115.05(1)(g)5, Wis. Adm. Code.

## **GENERALLY ACCEPTED FORESTRY MANAGEMENT PRACTICES**

Forestry management practices that promote sound management of a forest. Generally accepted forestry management practices include those practices contained in the most recent version of the Department publication known as Wisconsin Forest Management Guidelines and identified as PUB FR-226.

## **HUNTING BLIND**

A hunting blind (or hide) is an easily portable, cover device for hunters, designed to reduce the chance of detection. Not including deer stands.

## **IMPERVIOUS SURFACE**

An area that releases as runoff all or a majority of the precipitation that falls on it. "Impervious surface" excludes frozen soil but includes rooftops, sidewalks, driveways, parking lots, and streets unless specifically designed, constructed, and maintained to be pervious. Roadways as defined in § 340.01(54), Wis. Stats., or sidewalks as defined in § 340.01(58), Wis. Stats., are not considered impervious surfaces.

## **LAND DISTURBING ACTIVITY**

Any man-made change of the land surface, the effect of which may alter the currently existing topography, or may expose soil and result in soil erosion from water or wind and the movement of sediments, including but not limited to filling, grading, lagooning, dredging, ditching, and excavating. Agricultural land uses such as planting, growing, cultivating and harvesting of crops, growing and tending of gardens, and harvesting of trees are not considered land disturbing activity if conducted outside the vegetative buffer zone. This definition applies to those lands outside of the designated Shoreland-Wetland District; see Article III for permitted uses of those designated lands.

## **LOT**



An area of land that is part of a recorded subdivision plat, certified survey map, or other document using the platting process, that is identified by an assigned number or letter.

**LOT OR PARCEL AREA**

The total square footage lying within the peripheral boundaries of a recorded lot or parcel boundary description, including the land over which easements have been granted. The area of a lot or parcel does not include the area of any land below the ordinary high-water mark of navigable waters.

**LOT OR PARCEL OF RECORD**

An area of land, the description of which is properly recorded with the County Register of Deeds, which at the time of its recordation complied with all applicable laws, ordinances, and regulations. The act of recording is the time at which a lot or parcel is created.

**LOT OR PARCEL, SUBSTANDARD**

A legally created lot or parcel that met minimum area and minimum average width requirements when created, but does not meet current lot size requirements for a new lot or parcel.

**MITIGATION**

Balancing measures that are designed, implemented, and function to restore natural functions and values that are otherwise lost through development and human activities.

**NAVIGABLE WATERS**

Lake Superior, Lake Michigan, all natural inland lakes within Wisconsin and all streams, ponds, sloughs, flowages and other waters within the territorial limits of this state, including the Wisconsin portion of boundary waters, which are navigable under the laws of this state. Under § 281.31(2)(d), Wis. Stats., notwithstanding any other provision of law or administrative rule promulgated thereunder, shoreland ordinances required under § 59.692, Wis. Stats., and Ch. NR 115, Wis. Adm. Code, do not apply to lands adjacent to:

- (1) Farm drainage ditches where such lands are not adjacent to a natural navigable stream or river and such lands were not navigable streams before ditching; and
- (2) Artificially constructed drainage ditches, ponds, or stormwater retention basins that are not hydrologically connected to a natural navigable water body.

**ORDINARY HIGH-WATER MARK**

The point on the bank or shore up to which the presence and action of surface water is so continuous as to leave a distinctive mark such as by erosion, destruction, or prevention of terrestrial vegetation, predominance of aquatic vegetation, or other easily recognized characteristics.

**PARCEL**

An area of contiguous land having a boundary description duly recorded in the Register of Deeds office that identifies the boundaries of that specific parcel.

## **REGIONAL FLOOD**

A flood determined to be representative of large floods known to have generally occurred in Wisconsin and which may be expected to occur on a particular stream because of like physical characteristics, once in every 100 years.

## **ROUTINE MAINTENANCE OF VEGETATION**

Normally accepted horticultural practices that do not result in the loss of any layer of existing vegetation and do not require earth disturbance.

## **SETBACK**

The horizontal distance between a structure and an established lot line.

### **SETBACK, SHORELAND**

See "shoreland area".

### **SETBACK, SIDE**

The open land area between the adjacent side lot line and the nearest point of the structure and extending from the street yard to the rear or shore yard.

### **SETBACK, STREET**

The open land area across the full width of the property between the street lot line and the nearest point of the structure

## **SHORELAND**

Lands within the following distances from the ordinary high-water mark of navigable waters: 1,000 feet from a lake, pond, or flowage; and 300 feet from a river or stream or to the landward side of the floodplain, whichever distance is greater.

## **SHORELAND AREA / SHORELAND SETBACK**

Also known as the "shoreland setback area" in § 59.692(1)(bn), Wis. Stats., means an area in a shoreland that is within a certain distance of the ordinary high-water mark in which the construction or placement of structures has been limited or prohibited under an ordinance enacted under § 59.692, Wis. Stats.

## **SHORELAND-WETLAND DISTRICT**

A zoning district, created as a part of a County zoning ordinance, comprised of shorelands that are designated as wetlands on the Wisconsin wetland inventory maps prepared by the Department.

## **SPECIAL EXCEPTION (CONDITIONAL USE)**

A use which is permitted by this chapter provided that certain conditions specified in this chapter are met and that a permit is granted by the Board of Adjustment or, where appropriate, the Land Use Planning and Zoning Committee or County Board.

## **STRUCTURE**

A principal structure or any accessory structure including a garage, shed, boathouse, sidewalk, walkway, patio, deck, retaining wall, porch, or fire pit.

## **STRUCTURE, ACCESSORY**

A subordinate structure on the same property as the principal structure which is devoted to a use incidental to the principal use of the property. Accessory structures include, but are not limited to, detached garages, sheds, barns, gazebos, patios, decks, swimming pools, hot tubs, fences, retaining walls, driveways, parking lots, sidewalks, detached stairways, and lifts.

## **UNNECESSARY HARDSHIP**

That circumstance where special conditions, which were not self-created, affect a particular property and make strict conformity with restrictions governing area, setbacks, frontage, height or density unnecessarily burdensome or unreasonable in light of the purposes of this chapter.

## **VARIANCE**

An authorization granted by the Board of Adjustment to construct, alter, or use a building, ~~or structure~~, or land in a manner that deviates from the ~~dimensional~~ standards of this chapter.

## **VEGETATED BUFFER ZONE, SHORELAND**

That nearshore area that extends 35 feet landward from the OHWM of navigable waters. This area contains a diverse mixture of native species that may include grasses, grass-like species, forbs, shrubs, and trees. It is either natural or is constructed in accordance with §338-60. D., and functions to attenuate, absorb and filter stormwater runoff prior to being introduced into navigable waters.

## **WETLANDS**

Those areas where water is at, near, or above the land surface long enough to be capable of supporting aquatic or hydrophytic vegetation and which have soils indicative of wet conditions.

## **Attachments:**

[Attachment 1 - Appendix A](#)

Section 2. This ordinance shall become effective upon passage and publication.

Section 3. The repeal and recreation of any section herein shall not have any effect on existing litigation and shall not operate as an abatement of any action or proceeding then pending or by virtue of the repealed sections.

Section 4. All ordinances and parts of ordinances in conflict herewith are hereby repealed.