



GREEN LAKE COUNTY

571 County Road A, Green Lake, WI 54941

The following documents are included in the packet for the Land Use Planning & Zoning Committee meeting on Thursday, December 3, 2020.

Packet Pages:

- 2 Agenda
- 3 Draft meeting minutes from November 5, 2020
- 4-6 Financial reports for October, 2020
- 7-8 Permit Reports for October, 2020
- 9-10 Violation reports
- 11 2021 PZ meeting calendar

Public Hearing Items:

- 12-24 **Item I: Owner/Applicant:** Lake Time Storage GL, LLC, **Site Location:** N5944 Lake Steel Street, **General legal description:** Parcel #004-00505-0100 part of the SE ¼ of the NE ¼ Section 21, T16N, R13E, lot #2 CSM 34, Town of Brooklyn **Request:** a Conditional Use Permit for mini-warehousing including the construction of seven buildings containing 159 self-storage units, two shops, and an office.
- 25-29 **Item II: Owner/Applicant:** Joseph Schrock, **Site Location:** W4083 Yunker Rd, **General legal description:** Parcel #012-00643-0000, part of the NW ¼ of the NW ¼ Section 33, T14N, R12E, ±0.1 acres, Town of Manchester **Request:** a Conditional Use Permit to use part of the property as a custom saw mill business.
- 30-40 **Item III: Applicant:** Green Lake County Land Use Planning & Zoning Committee **Explanation:** The Committee is requesting amendments to the Code of Green Lake County, Chapter 315, Land Division & Subdivision Ordinance; more specifically, to include the County Coordinate System for certified survey maps and plats, clarify exceptions from a certified survey map, update considerations in plat and certified survey map review, and update the violations and penalties section to match the other land use ordinances.

If you have questions or need additional information,
please contact the Land Use Planning & Zoning Department at (920) 294-4156.



GREEN LAKE COUNTY LAND USE PLANNING & ZONING

Matt Kirkman
Director

Office: 920-294-4156
FAX: 920-294-4198

Planning & Zoning Committee Meeting Notice

Date: December 3, 2020 Time: 4:30 PM
Location: Government Center, County Board Room, 571 County Road A, Green Lake WI

AGENDA 12/03/2020

Committee Members

Curt Talma,
Chairman

Bill Boutwell

Chuck Buss

Don Lenz

Harley Reabe

Keith Hess, Alternate

Sue Kiener, Secretary

1. Call to Order
2. Pledge of Allegiance
3. Certification of Open Meeting Law
4. Approval of Minutes: 11/5/2020
5. Public comments: 3-minute limit
6. Department activity reports
 - a. Financial reports
 - b. Land use & septic permits
 - c. Violation reports
7. Approve the 2021 Planning and Zoning meeting calendar
8. Public Hearing matters will not begin before 5:00 PM

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9. Future committee activities
 - a. Future agenda items
 - b. Meeting date: January 7, 2021
10. Adjourn

Due to the COVID-19 pandemic, this meeting will be conducted and available through in person attendance (6 ft. social distancing and face masks required) or audio/visual communication.

Remote access can be obtained through the following link:

To Join this Zoom Meeting

Click link for audio & video

<https://zoom.us/j/5022456162?pwd=V2IvUTFFb2o3MWNqUFFFdCFRtMIBJQT09>

Or by phone for audio

Dial by your location (1-301-715-8592) US

Meeting ID: 502 245 6162

Password: 345536

Please note: Meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or audio assistance, should contact the Land Use Planning & Zoning office, no later than 3 days before date of the meeting.

**GREEN LAKE COUNTY
LAND USE PLANNING AND ZONING
COMMITTEE MEETING MINUTES
Thursday, November 5, 2020**

CALL TO ORDER

Planning & Zoning Chairman Curt Talma called the meeting of the Land Use Planning and Zoning Committee to order at 4:30 p.m. in the Green Lake County Government Center, County Board Room #0902, Green Lake, WI. The requirements of the open meeting law were certified as being met. Public access was provided.

Present: **Curt Talma, Bill Boutwell, Chuck Buss, Don Lenz, Harley Reabe,**

Absent:

Also Present: **Matt Kirkman,** Land Use Planning and Zoning Director, **Sue Kiener,** Secretary

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF MINUTES

Motion/second (Boutwell/Lenz) to approve the minutes of the October 1, 2020 meeting. Motion carried with no negative vote.

DEPARTMENT ACTIVITY REPORTS

a. Financial reports

Kirkman gave an overview and explanation of September financial reports

b. Permits

Kirkman gave an update of land use and septic permits for September

c. Violations

Kirkman provided information on the status of current violations

DEPARTMENT/COMMITTEE ACTIVITY

a. Committee signed the Egbert CUP from the August meeting

b. *Motion/second (Buss/Reabe)* to approve the line item transfer request for the drone certification
Motion carried, no negative vote. Committee Chair signed form

c. Kirkman gave a review of the Land Division & Subdivision Ordinance Amendment

FUTURE COMMITTEE ACTIVITIES

a. Future agenda items – please forward to Kirkman or Kiener

b. Next meeting date – December 3, 2020

Business meeting – 4:30 p.m.

ADJOURN

Talma adjourned the meeting at 5:31 PM.

Respectfully submitted,

Sue Kiener.
Secretary

**GREEN LAKE COUNTY
LAND USE PLANNING ZONING DEPARTMENT**

FEES RECEIVED	OCTOBER				YEAR-TO-DATE				BUDGET	
	2019		2020		2019		2020		2020	
	NO.	AMOUNT	NO.	AMOUNT	NO.	AMOUNT	NO.	AMOUNT		
LAND USE PERMITS										
Total Monthly Issued Permits	26	8,150	21	5,000	149	40,700	175	\$ 38,800	\$ 34,800	111%
SANITARY PERMITS (POWTS)										
Total Monthly Issued Permits	13	3,380	15	4,320	23	6,220	86	\$ 23,815	\$ 22,695	105%
NON-METALLIC MINING PERMITS										
Annual Permit Fees	-	-	-	\$ -	-	-	5	\$ 9,600	\$ 15,300	63%
BOARD OF ADJUSTMENT										
Special Exception	-	-	-	-	-	-	-	-	-	-
Variances	-	-	-	-	-	-	5	1,875	-	-
Appeals	-	-	-	-	-	-	-	-	-	-
Total	-	\$ -	-	\$ -	-	\$ -	5	\$ 1,875	\$ 1,500	125%
PLANNING & ZONING COMMITTEE										
Zoning Change	3	1,125	-	-	3	1,125	5	1,875	-	-
Conditional Use Permits	-	-	2	750	-	-	5	1,875	-	-
Variance	-	-	-	-	-	-	-	-	-	-
Total	3	\$ 1,125	2	\$ 750	3	\$ 1,125	10	\$ 3,750	\$ 8,625	43%
MISC.										
Wisconsin Fund	-	-	-	-	-	-	1	100	-	-
Fines & Forfeitures	-	-	2	250	-	-	14	7,250	-	-
Total	-	\$ -	2	\$ 250	-	\$ -	15	\$ 7,350	-	-
SURVEYOR										
Certified Survey Maps	7	1,230	3	525	11	1,890	35	6,135	6,000	-
Preliminary and Final Plats	-	-	-	-	-	-	-	-	-	-
Applied Funds: County Surveyor	-	-	-	-	-	-	-	-	9,500	-
Total	7	\$ 1,230	3	\$ 525	11	\$ 1,890	35	\$ 6,135	\$ 15,500	40%
GIS (Geographic Information System)										
Map Sales	-	-	-	-	-	-	-	-	180	-
Land Records Transfer	-	-	-	-	-	-	-	-	25,000	-
Land Information Grant	-	-	-	-	-	-	-	-	10,000	-
Total	-	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 35,180	0%
GRAND TOTAL										
	49	13,885	43	10,845	186	49,935	331	91,325	\$ 133,600	
									Total	68%

GREEN LAKE COUNTY

For 10/01/20 - 10/31/20

Revenue Summary Report

FJRES01A

Periods 10 - 10

Land Use & Zoning Month End Revenue

MER100-10-P&Z

<u>Account No/Description</u>	<u>Budget Amount</u>	<u>Period Amount</u>	<u>Y-T-D Amount</u>	<u>Balance</u>	<u>Percent Received</u>
10 Land Use Planning and Zoning					
20-100-10-44400-000-000 Land Use Permits	34,800.00	5,000.00	38,800.00	-4,000.00	111.49
20-100-10-44400-001-000 BOA Public Hearing	1,500.00	.00	1,875.00	-375.00	125.00
20-100-10-44400-002-000 PZ Public Hearing	8,625.00	750.00	3,750.00	4,875.00	43.48
20-100-10-44409-000-000 Non-Metallic Mining	30,300.00	.00	9,600.00	20,700.00	31.68
20-100-10-44410-000-000 Sanitary Permits	22,695.00	4,320.00	23,815.00	-1,120.00	104.94
20-100-10-44411-000-000 Wisconsin Fund Applications	.00	.00	100.00	-100.00	.00
20-100-10-45110-000-000 Fines & Forfeitures	.00	250.00	7,250.00	-7,250.00	.00
20-100-10-46131-001-000 GIS Map Sales	180.00	.00	.00	180.00	.00
20-100-10-46131-002-000 Strategic Fund	10,000.00	.00	.00	10,000.00	.00
20-100-10-46762-000-000 Certified Survey Maps	6,000.00	525.00	6,135.00	-135.00	102.25
20-100-10-47411-000-000 Interdepartment transfer/Land Records	25,000.00	.00	.00	25,000.00	.00
20-100-10-49320-000-000 Applied Funds	19,000.00	.00	.00	19,000.00	.00
10 Land Use Planning and Zoning	158,100.00	10,845.00	91,325.00	66,775.00	57.76

For 10/01/20 - 10/31/20

Expenditure Summary Report

FJEXS01A

Periods 10 - 10

Land Use & Zoning Month End Expenses

MEE100-10-P&Z

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
10 Land Use Planning and Zoning						
53610 Code Enforcement						
20-100-10-53610-110-000 Salaries	306,001.00	.00	23,382.40	219,980.72	86,020.28	71.89
20-100-10-53610-125-000 Overtime	.00	.00	.00	19.41	-19.41	.00
20-100-10-53610-140-000 Meeting Payments	1,225.00	.00	.00	278.14	946.86	22.71
20-100-10-53610-151-000 Social Security	23,432.00	.00	1,716.54	17,409.77	6,022.23	74.30
20-100-10-53610-153-000 Ret. Employer Share	20,677.00	.00	1,578.32	15,611.14	5,065.86	75.50
20-100-10-53610-154-000 Health Insurance	56,744.00	.00	3,995.88	42,889.92	13,854.08	75.58
20-100-10-53610-155-000 Life Insurance	610.00	.00	33.57	255.19	354.81	41.83
20-100-10-53610-210-002 Professional Services-SRV	9,500.00	.00	1,200.00	6,550.00	2,950.00	68.95
20-100-10-53610-210-003 Miscellaneous Fees	300.00	.00	.00	375.00	-75.00	125.00
20-100-10-53610-225-000 Phone Service	576.00	.00	58.17	631.25	-55.25	109.59
20-100-10-53610-242-000 Print Management	1,180.00	30.38	.00	249.96	899.66	23.76
20-100-10-53610-307-000 Training	380.00	.00	20.00	336.43	43.57	88.53
20-100-10-53610-310-000 Office Supplies	2,762.00	.00	117.18	664.15	2,097.85	24.05
20-100-10-53610-312-000 Field Supplies	200.00	.00	69.48	79.57	120.43	39.79
20-100-10-53610-320-000 Publications-BOA Public Hearing	750.00	.00	224.75	1,266.13	-516.13	168.82
20-100-10-53610-320-001 Publications-PZ Public Hearing	3,000.00	.00	427.25	1,769.75	1,230.25	58.99
20-100-10-53610-321-000 Seminars	655.00	.00	.00	647.88	7.12	98.91
20-100-10-53610-324-000 Member Dues	100.00	.00	.00	100.00	.00	100.00
20-100-10-53610-330-000 Travel	492.00	.00	.00	.00	492.00	.00
20-100-10-53610-352-000 Vehicle Maintenance	638.00	.00	74.38	410.85	227.15	64.40
53610 Code Enforcement	429,222.00	30.38	32,897.92	309,525.26	119,666.36	72.12
10 Land Use Planning and Zoning	429,222.00	30.38	32,897.92	309,525.26	119,666.36	72.12

Land UsePermits: 10/1/2020 - 10/31/2020

Permit Number	Parcel Number	Township	Site Address	Application Date	Issued Date	Owner Name	Phone Number	Estimated Cost	Permit Sub Type	Project_1 Type/SubType	Project_1 Description	Project_2 Type/SubType	Project_2 Description
12725	002008540000	Berlin	N9350 EASTRIDGE DR	10/08/2020	10/08/2020	EASTRIDGE ESTATES STORAGE LLC	920-658-5593	185000	Land Use	Principal Structure - Commercial / Industrial	Storage Building		
12721	004004430300	Brooklyn	W2354 STATE ROAD 23	10/02/2020	10/02/2020	JULI REALTY LLC	715-513-9421	61000	Land Use	Accessory Structure - Detached Garage	Garage	Principal Structure - Single Family	Mobile Home
12723	004017670000	Brooklyn	W1968 TAYLOR LEE LN	10/07/2020	10/07/2020	MARCIAL SPRINGINSGUTH TRUST NO 1, RONALDG SPRINGINSGUTH TRUST NO 1	920-572-3010	39500	Land Use	Accessory Structure - Attached Garage	Garage Addition		
12726	004005150300	Brooklyn	N5988 COUNTY ROAD A	10/13/2020	10/13/2020	TOWN OF BROOKLYN	920-361-2717	100	Land Use	Accessory Structure - Sign	Sign		
12728	004005150300	Brooklyn	N5988 COUNTY ROAD A	10/14/2020	10/14/2020	TOWN OF BROOKLYN	920-369-6215	0	Land Use	Accessory Structure - Sign			
12730	004004100102	Brooklyn	W1740 NORTH ST	10/08/2020	10/08/2020	YUKON STORAGE LLC	920-229-6957	0	Violation		Manufacturing Use violation in a zoning district that does not allow for manufacturing as a use.		
12733	004010670000	Brooklyn	W3237 ORCHARD AVE	10/20/2020	10/20/2020	W3237 ORCHARD AVENUE LLC	920-294-6100	507000	Land Use		Blacktop driveway	Principal Structure - Single Family	Single Family Home and deck
12735	004011940000	Brooklyn	No Address Available	10/20/2020	10/20/2020	GLEN G & MARIAN L SOMMERFELDT LIVING TRUST	920-294-9942	125000	Land Use	Accessory Structure - Detached Garage			
12737	004007340100	Brooklyn	N5418 SHORE DR	10/22/2020	10/22/2020	JAMES & LAURA KACMARCIK 2010 REVOCABLE TRUST	262-416-8554	72000	Land Use	Additions / Alterations - Addition/Alteration to Principal Structure	Second story "tree house" which allows access to bonus room above garage with stairs to access the "tree house" from the outside.	Accessory Structure - Stairs/Walkway	walkway that connects "treehouse" to "open breezeway"
12738	004007280602	Brooklyn	W2347 CARPENTER LN	10/27/2020	10/27/2020	THOMASW JOHNSTON DECLARATION OF TRUST, THOMAS W & EDITH B JOHNSTON TRUST	920-294-6162	53000	Land Use	Accessory Structure - Detached Deck/Patio	Replacing old stone patio with new one (same footprint as old)	Accessory Structure - Sign	Sign indicating residence
12740	004017310000	Brooklyn	N5942 KILLDEER LN	10/27/2020	10/27/2020	JOHN S & SUSAN M LOBERG	920-229-6957	999	Land Use	Accessory Structure - Accessory Structure	shed/she-shed		
12722	006007921100	Green Lake	W3192 COUNTY ROAD K	10/07/2020	10/14/2020	BRUCEJ KRAJEWSKI, LAURAF KRAJEWSKI	630-800-7755	65000	Land Use	Additions / Alterations - Addition/Alteration to Principal Structure	Screened-in patio		
12729	006010221106	Green Lake	N5119 SANDSTONE AVE	10/14/2020	10/14/2020	NANCY VANDERVELDE, NICHOLASL VANDERVELDE	920-979-0652	250000	Land Use	Principal Structure - Single Family	24' is tallest point of house		Driveway turn around area
12732	006012400000	Green Lake	W2048 TULETA HILL RD	10/16/2020	10/16/2020	PATRICKJ REINKE	630-790-1335	150000	Land Use		Adding a new story to the building		
12739	006007921000	Green Lake	W3196 COUNTY ROAD K	10/27/2020	10/27/2020	SUNSET DAYDREAM TRUST	920-294-6162	25000	Land Use	Accessory Structure - Detached Deck/Patio	Replacing old patio that was 10.5'x27'		
12727	010006130000	Mackford	W2470 COUNTY ROAD AW	10/13/2020	10/13/2020	MATT BOELTER FARMS LLC	920-229-4920	750000	Land Use	Additions/Alterations - Agricultural Building	addition to existing Agriculture building. Cattle free-stall barn		
12719	012006430000	Manchester	W4083 YUNKER RD	10/01/2020	10/01/2020	ESTHERM SCHROCK, JOSEPHJ SCHROCK		10000	Land Use	Accessory Structure - Storage Buildings	Shop and Storage Building		
12731	012001250000	Manchester	W4376 STATE ROAD 44	10/16/2020	10/16/2020	ESTHER BONTRAGER, HARLEYA BONTRAGER		3000	Land Use		Loading Dock		
12724	014002890101	Marquette	W7004 PUCKAWAY RD	10/08/2020	10/08/2020	ROBIN'S NEST RESORTS LLC	414-810-8815	500	Land Use	Accessory Structure - Fence	Privacy Fence along North Lot Line		
12720	016012250000	Princeton	N4132 S LAKESHORE DR	10/01/2020	10/01/2020	THOMASJ MCHUGH	312-848-8582	60000	Land Use	Accessory Structure - Attached Deck/Patio	6'x6' deck addition on West side of house	Additions / Alterations - Addition/Alteration to Principal Structure	Covered porch
12736	016015360000	Princeton	N4384 S LAKESHORE DR	10/22/2020	10/22/2020	EMILYG ROBINSON, MARKE ROBINSON	608-751-4594	262000	Land Use	Accessory Structure - Attached Garage			turn around for driveway
12743	016014160000	Princeton	W5610 OXBOW TRL	10/28/2020	10/28/2020	JERRY L & TASHA D BAGLEY	414-852-0130	99000	Land Use	Principal Structure - Single Family	House		
12744	016011960000	Princeton	N4250 S LAKESHORE DR	10/29/2020	10/29/2020	ANDREW G & DORIS E SPICER	847-921-1995	0	Violation	Accessory Structure - Detached Deck/Patio	Viewed Patio from town of Princeton public lake access to the west. Did not step on property to get dimensions.		
12745	016011970000	Princeton	N4246 S LAKESHORE DR	10/29/2020	10/29/2020	WILLIAMB JENE R TRUST	630-927-9371	300	Land Use	Accessory Structure - Stairs/Walkway	Replacing two wooden steps with two concrete steps in the same footprint		

totals \$ 2718399

Sanitary Permits: 10/1/2020 - 10/31/2020

Sanitary Permit	Parcel Number	Site Address	Owners	Date Issued	Permit Type	System Type	Plumber Name	Additional Explanation	Permit Fee \$ (County)	Permit Fee \$ (DSPS)
202024079	004004430300	W2354 STATE RD 23	JULI REALTY LLC	10/02/2020	Reconnect	Conventional (Non-Pressurized In-Ground)	Luke Ladwig	Mobile Home Park	280	0
202024080	016009230000	N4907 RAY SHORTER RD	PROG ROD-GUN CLUB	10/02/2020	New System	Holding Tank	Daniel Pollesch	3 Bedroom Mobile Home	355	100
202024081	016014160000	W5610 OXBOW TRL	JERRY L & TASHA D BAGLEY	10/02/2020	New System	Conventional (Non-Pressurized In-Ground)	Daniel Pollesch	3 Bedroom House	280	100
202024082	006001000000		TIMOTHYS CRANE REVOCALBE TRUST	10/06/2020	New System	Conventional (Non-Pressurized In-Ground)	Daniel Pollesch	4 Bedroom House	280	100
202024083	006010221106	N5119 SANDSTONE AVE	NANCY VANDERVELDE, NICHOLASL VANDERVELDE	10/13/2020	New System	Conventional (Non-Pressurized In-Ground)	Daniel Pollesch		280	100
202024084	016005790000	W5482 LOSINSKI RD	JAMESM WEGNER	10/14/2020	New System	Conventional (Non-Pressurized In-Ground)	Babcock, S	3 Bedroom House	280	100
202024085	016008861900	N5151 FOX RIVER LN	SUSANL MILLER	10/14/2020	New System	Conventional (Non-Pressurized In-Ground)	Daniel Pollesch	1 Bedroom Mobile Home	280	100
202024086	154001940000	122 N LYONS ST	MARK E & KATHLEEN R FIELDS LIVING TRUST	10/14/2020	Replacement System	Holding Tank	Daniel Pollesch	2 Bedroom House	355	100
202024087	016002120000	W4289 STATE ROAD 23 73	RUSSELL G & WENDY R WANASEK	10/16/2020	Replacement System	Conventional (Non-Pressurized In-Ground)	Daniel Egbert	3 Bedroom House	280	100
202024088	008003440100	N855 COUNTY ROAD H	ALICIAA CASEY, JEREMIAHD CASEY	10/16/2020	New System	Conventional (Non-Pressurized In-Ground)	Allen Logan	4 Bedroom House	280	100
202024089	004001410100	W2113 COUNTY ROAD J	CHARLESDWIN HUTCHINSON	10/22/2020	New System	Conventional (Non-Pressurized In-Ground)	Daniel Pollesch	3 Bedroom House	280	100
202024090	018006300200	N8007 COUNTY ROAD D	MIKE WARRINER	10/22/2020	Replacement System/ Change of Plumbers	Conventional (Non-Pressurized In-Ground)	Daniel Egbert	Change of Plumber	75	0
202024091	004001640000	W1781 COUNTY ROAD J	RONNIEJ MODEROW	10/23/2020	New System	Conventional (Non-Pressurized In-Ground)	Daniel Egbert	For Storage/shop Designed for 2 bedroom House	280	100
202024092	004017510000	W2059 PRINCETON RD	KAYL SCHOEP, KEITHE POOLE	10/23/2020	New System	Mound	Daniel Pollesch	3 Bedroom House	280	100
202024093	018000190000	W2756 COUNTY ROAD CC	DAVIDA RAMMELT	10/27/2020	New System	Holding Tank	Daniel Pollesch	1 Bedroom	355	100
Total:									4220	1300

* There are additional properties associated with the permit

Parcel Number	Site Address	Owner Name	Permit #	Violation Type	Violation Description	Additional Information
002002110000	N8725 WHITE RIDGE RD	BEDNAREK DAVID ; BLOCK KELIE J		131 POWTS Failure	Tank unsound	
004002320000	N6698 COUNTY ROAD PP	BENNETT GLEN J & CAROLYN M		281 POWTS Failure	Possible cesspool.	Have New Permit
014001720000	W5156 PINE RD N	HEINECKE RANDAL R ET AL		26724 POWTS Failure	Tank Failure	
014002350000	W5621 PINE RD S	SCHULTZ NATHAN E		1969 POWTS Failure	Tank Failure	
014008340000	W4052 COUNTY ROAD H	NOWATZSKI KATHY A		1424052 POWTS Failure	Tank Failure	
016008010300	N5591 LOCK RD	CALAMITA TAMI LYNN		37516 POWTS Failure	Surface Discharge of Effluent	Have New Permit
016009230000	N4898 RAY SHORTER RD	PROG ROD-GUN CLUB		10024252 POWTS Failure	Surface discharge of sewage/effluent	Have 3 out of 12 Permits
016010950000	N4659 OAK RD	CARCHESI ANTHONY M; CARCHESI CAROL L		369 POWTS Failure	Tank unsound	Have New Permit
018000570000	W3602 PINE RD	BREWER DOUGLAS & SALLY		258 POWTS Failure	Tank unsound	
018000850000	W4224 HUCKLEBERRY RD	DEIBERT BRUCE ; DEIBERT DEBORAH L		56 POWTS Failure	Tank Failure	Have New Permit
018005690300	N6999 STATE ROAD 73	FERTIG WALTER		21127 POWTS Failure	Tank Failure	Have New Permit
004005930000	N5691 BROOKLYN G RD	HARVEY RICHARD A & JOYCE M		424036 POWTS Failure	Tank Failure	Have New Permit
014005330000	N3946 STATE ROAD 73	WHITE KELLY L & DIANE		264853 POWTS Failure	Surface Discharge of Effluent	Working with Contractor
016007700000	W5897 STATE ROAD 23	HAZELWOOD WANETTA ET AL		26752 POWTS Failure	Tank Failure	Working with Contractor
016007980500	N5588 LOCK RD	KUJAC THOMAS		1624077 POWTS Failure	Tank Failure	Have New Permit
154000890000	150 W 2ND ST	KOERNER KENNETH A & JEAN A		593 POWTS Failure	Probable surface discharge	Have New Permit

LAND USE PLANNING AND ZONING COMMITTEE STAFF REPORT

PUBLIC HEARING

December 3, 2020

ITEM I: CONDITIONAL USE PERMIT (CUP)

OWNER:

Lake Time Storage GL, LLC

APPLICANT:

Justin Krueger

REQUEST: The owner/ applicant is requesting a conditional use permit for mini-warehousing including the construction of seven buildings containing 159 self-storage units, two shops, and one office.

PARCEL NUMBER / LOCATION: The parcel subject to this request is 004-00505-0100, known as lot 2 of Certified Survey Map 34 V1 Sec 21. It is located in the SE1/4 of the NE1/4 of Section 21, Town 16N, Range 13E. It is located on the east side of Lake Steel Street and is north of South Street.

EXISTING ZONING AND USES OF ADJACENT AREA: The subject site is zoned as I, Industrial District and currently has a 40'x60' steel shed on the property and has been used by a tree removal and tree care company for the last 20 years. The neighboring properties are mostly zoned as I, Industrial but a few are also zoned as A-2, General Agriculture District to the southeast. The zoning map indicates MUN, Municipal Zoning on the north and south sides, as these parcels are within the zoning jurisdiction of City of Green Lake.

ADDITIONAL INFORMATION / ANALYSIS: According to the applicant this is the first phase of a two-phase development plan on this property. In the future if things work out with Phase One, the owner /applicant may add more storage unit buildings in Phase Two which would require a separate conditional use permit. The site will have all of its existing structures demolished and replaced with seven new buildings which will consist of 159 self-storage units, two shops, and one office. A security fence and gate will also be put up surrounding the property along with a security camera system. The owner plans on using one of the shops as a place to work on maintenance for the property and the other will be rented out as a larger storage unit.

GENERAL CRITERIA FOR REVIEW OF CONDITIONAL USE REQUESTS:

- a) Will not have a negative effect upon the health, safety, and general welfare of occupants of surrounding lands; and
- b) Will be designed, constructed, operated, and maintained so as to be harmonious, be appropriate in appearance with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area; and
- c) Will not be hazardous or disturbing to existing or future neighboring uses; and
- d) Will not be detrimental to property in the immediate vicinity or to the community as a whole; and
- e) Will be served by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, and schools; the persons or agencies responsible for the establishment of the proposed use shall be able to provide, adequately, any such service; and
- f) Will have vehicular approaches to the property that shall be so designed as not to create an interference with traffic on surrounding public or private streets or roads.

COUNTY STAFF COMMENTS: This request should be reviewed by the Committee to determine if it meets the general criteria for review as listed above. If the Committee wishes to approve this request, the following conditions may be appropriate:

1. No additional expansion or addition of structures and/or uses relating to this conditional use permit shall occur without review and approval through future conditional use permit(s).
2. No outside storage of materials and other items is allowed.
3. Any outdoor lighting shall comply with Section 350-23 of the County Zoning Ordinance.

4. Prior to Land Use Permit issuance, the property owner shall submit to the Land Use Planning & Zoning Department written approval from the Land Conservation Department that the project complies with Chapter 284, Construction Site Erosion Control and Stormwater Management.
5. The Property owner shall provide the Land Use Planning & Zoning Department with documentation indicating that they are working toward obtaining a commercial building permit, if required by either the Town or DSPS.

TOWN OF BROOKLYN: An Action Form requesting the Town's input related to this request was mailed to the Town Clerk on October 19,, 2020. On November 12, 2020, at the Town's monthly meeting, the Town discussed this CUP request and did not object to and approved of the request.



Land Use Planning & Zoning Department

County Government Center
571 County Road A
Green Lake, WI 54941-8630

Phone 920-294-4156 Website: <http://www.co.green-lake.wi.us/>

Land Development Code Enforcement County Surveyor GIS Land Information

APPLICATION FOR CONDITIONAL USE PERMIT

The purpose of the conditional use permit process is to utilize the minimum review standards of the zoning ordinance (Green Lake County Code Chapter 350, Section 56) to determine the effect of the proposed use on the neighborhood and suitability of proposed development at the proposed location. Conditions are added to the request to minimize any impacts to the surrounding properties, if the request is consistent with the adopted Green Lake County Comprehensive Plan.

Prior to the Department accepting the application, the following items need to be completed and/or provided by the owner or applicant:

- Consultation with the staff in the Land Use Planning & Zoning Department
- Application completely filled out, including property information, legal description, and detailed description of proposed use
- Detailed site plan on paper not larger than 11" x 17", drawn to scale and including location of: lot lines, all building and structures with dimensions, all components of private onsite wastewater treatment systems like septic tanks and drain fields, public and private roads including access easements, navigable waterbodies, well location, and the setback distances between all the above
- Fee as set by the Committee for a public hearing item

OPERATIONAL PLAN NARRATIVE

The operational plan is intended to address all components of the business, from establishment through to present operation. This narrative should be two or more paragraphs that address the following questions, from the perspective of the proposed use:

- What is the history of the business and/or applicant?
- What is the history of the property and its current use?
- Describe in detail the proposed use of the property.
- If applicable, include an operation and/or maintenance plan.
- When will the property be used? (Seasonally? Set daily hours?)
- What will be done with the current structures, if any?
- Will any new structures be built? If yes, how will they be used and where will they be located?
- What hazards, concerns, or disruptions may your proposed use pose to neighboring properties and the community as a whole? How can those concerns be addressed?
- What will be done to protect the human and environmental health of the surrounding area from negative impacts of this use?
- Why was this property chosen for this business activity? How will this use benefit the community by being located on this specific property?
- How would this business activity meet goals and objectives of the County's Comprehensive Plan? (This will be clear after meeting with Department staff prior to submitting the Conditional Use Permit application, as required above.)

Fee Received (Non-Refundable) _____

Date _____

By signing and submitting this completed application with public hearing fee, the applicant or agent requests the Land Use Planning & Zoning Committee consider the conditional use permit request at the next available public hearing.

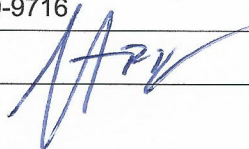
PROPERTY OWNER / APPLICANT

Name Lake Time Storage GL, LLC

Mailing Address 414 White Oaks Court, Green Lake WI 54941

Phone Number 602-910-9716 Email justin@mdedevco.com

Signature _____ Date 8/28/2020



AGENT IF OTHER THAN OWNER

Name _____

Mailing Address _____

Phone Number _____ Email _____

Signature _____ Date _____

PROPERTY INFORMATION

Town of Brooklyn Location of Property N5944 Lake Steel Street, Green Lake WI 54941

Section _____ Town _____ N Range _____ E

Affected Parcel Number(s) 004-00505-0100 Affected Acres 5

Subdivision _____ Lot _____ Block _____

CSM 34 Lot 2 or COS _____

Legal Description Lot Number Two (2) of Certified Survey Maps 34, recorded in Volume 1 of Certified Survey Maps, Page 34, Green Lake County, Records. More particularly described as being part of the SE 1/4 NE 1/4 of Section 21-16-13, commencing at the East Quarter of said Section 21, thence West 165 feet, thence North 333 feet to the place beginning; thence North 650 feet, thence West 340.23 feet, thence South 650 feet, thence 335.10 feet to the place of beginning.

Current Zoning Classification Industrial

Present Use of Property: (List all current uses and improvements, i.e. home, store, farm field, wooded, etc.)

Currently, the site is overgrown grass with cut wood stacked throughout the site. The site has a large, 40x60 steel building that is 40+ years old and in poor condition. A tenant who does tree removal and tree care occupies the entire property and has done so for over 20 years.

OPERATIONAL PLAN NARRATIVE (continued)

see attached



Operational Plan Narrative
N5944 Lake Steel Street, Green Lake WI

Applicant: Lake Time Storage, LLC / Justin Krueger. Justin Krueger was born and raised in Ripon and has owned a home on Green Lake since 2015.

Current Use: Currently, the property is rented to a tree trimming and removal company. Our understanding is that they have occupied the property for at least 20 years.

Proposed Use: The current zoning of this property is Industrial. Our understanding is that the Industrial zoning allows self storage as long as a conditional use permit is obtained. This will be a 2 Phase development. This application is for Phase I and the proposed use is to construct 159 self storage units, 2 large shops, and one office contained in 7 new buildings. This self storage development will be secured by a fence, gate, controlled access system, and a security camera system. Please see the attached documents that show the site plan information. Phase II will be additional self storage but we will resubmit for Phase II if and when that time comes.

Operation Plan: Lake Time Storage, LLC will employ at least two part time employees to assist renters with leasing, questions, and logistics. The staff will oversee the maintenance and cleanliness of the property to ensure safety and all housekeeping issues are contained. Lake Time Storage will hire a local landscaping company who will handle all lawn care and maintenance as well as hire a local snow removal company.

Property Use: Our intent is for renters to be able to access their storage units any time, seven days a week. The security access system will track who enters and who leaves the site at all times.

Current Structures: There is one large 40x60 steel shed and two small structures around it. Our intent is to demolish all existing structures.

New Structures: Our intent is to construct Phase I which includes seven (7) new self storage buildings containing 159 self storage units, 2 large shops, and one office with asphalt drive isles. See attached site plan for more information

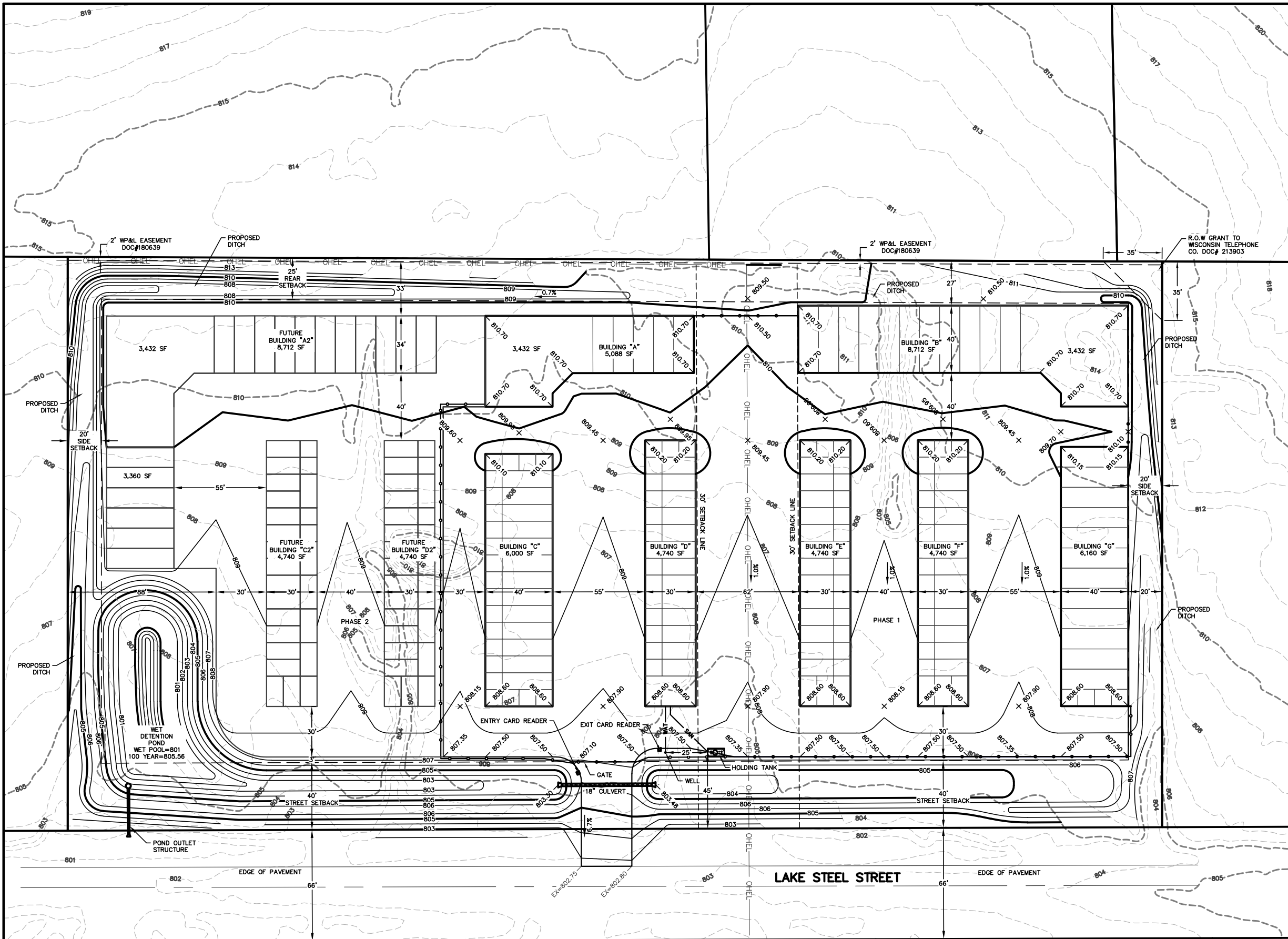
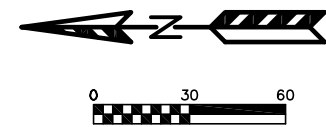


Hazards, Concerns, or Disruptions: This self storage development will be secure and safe. The only thing that will change from it's current use is slightly more traffic. That said, the property will be much more aesthetically pleasing.

Protection of Human and Environmental Health: The self storage development will be fenced to protect wildlife and humans.

Why Was This Property Chosen: We chose this site based on it's current zoning which allows self storage. The proposed use fits within the zoning codes.

How Would This Business Activity Meet Goals and Objectives of the County's Comprehensive Plan: Our understanding is that our proposal fits within Green Lake County's comprehensive plan and it also creates new, local jobs.



- LEGEND:**
- - - 936 - - - EXISTING MINOR CONTOUR.
 - - - 935 - - - EXISTING MAJOR CONTOUR.
 - - - 936 - - - PROPOSED MINOR CONTOUR.
 - - - 935 - - - PROPOSED MAJOR CONTOUR.
 - EX=934.23 - EXISTING SPOT ELEVATION.
 - 934.23 - PROPOSED SPOT ELEVATION.
 - - - - - PROPOSED STORM SEWER.
 - - - - - EXISTING STORM SEWER.

LAKE STEEL STORAGE
 PRELIMINARY GRADING PLAN
 DATED: AUGUST 28, 2020

C-102

QUAM ENGINEERING, LLC
Residential and Commercial Site Design Consultants

122 Wisconsin Street; West Bend, Wisconsin 53095
 Phone (262) 346-7800; www.quamengineering.com



UNIT DISTRIBUTION - PHASE 1

- BUILDING A 5,248 sq.ft.
(5) 12'-0" x 34'-0"
- BUILDING B 8,872 sq.ft.
(11) 12'-0" x 40'-0"
- BUILDING C 6,000 sq.ft.
(13) 10'-0" x 30'-0"
(21) 10'-0" x 10'-0"
- BUILDING D 4,740 sq.ft.
(13) 10'-0" x 20'-0"
(16) 10'-0" x 10'-0"
- BUILDING E 4,740 sq.ft.
(13) 10'-0" x 20'-0"
(3) 10'-0" x 18'-0"
(16) 10'-0" x 10'-0"
- BUILDING F 4,740 sq.ft.
(13) 10'-0" x 20'-0"
(3) 10'-0" x 18'-0"
(16) 10'-0" x 10'-0"
- BUILDING G 6,160 sq.ft.
(12) 12'-0" x 40'-0"
(4) 10'-0" x 10'-0"
- TOTALS**
(23) 12'-0" x 40'-0"
(5) 12'-0" x 34'-0"
(13) 10'-0" x 30'-0"
(39) 10'-0" x 20'-0"
(6) 10'-0" x 18'-0"
(73) 10'-0" x 10'-0"

159 Total Units

UNIT DISTRIBUTION - FUTURE

- BUILDING A2 7,536 sq.ft.
(11) 12'-0" x 34'-0"
- BUILDING B2 2,880 sq.ft.
(6) 12'-0" x 40'-0"
- BUILDING C2 4,740 sq.ft.
(19) 10'-0" x 20'-0"
(4) 10'-0" x 10'-0"
(3) 10'-0" x 18'-0"
- BUILDING D2 4,740 sq.ft.
(19) 10'-0" x 20'-0"
(4) 10'-0" x 10'-0"
(3) 10'-0" x 18'-0"
- TOTALS**
(6) 12'-0" x 40'-0"
(11) 12'-0" x 34'-0"
(38) 10'-0" x 20'-0"
(8) 10'-0" x 10'-0"
(6) 10'-0" x 18'-0"

69 Total Units

PROPOSED BUILDING
Lake Time Storage, LLC
Lake Steel Street
TOWN of Brooklyn, Green Lake County

Issue:
08/28/2020

Document Date:
28 AUGUST 2020

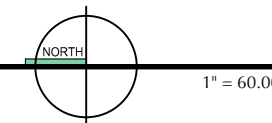
Project Number:
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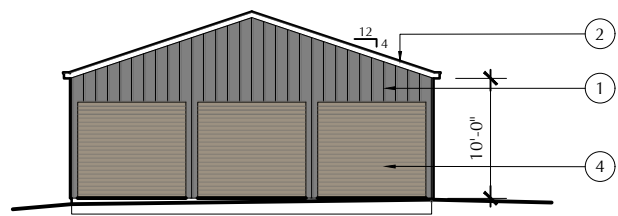
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ARCHITECTURAL SITE PLAN

Sheet Number:

A-100

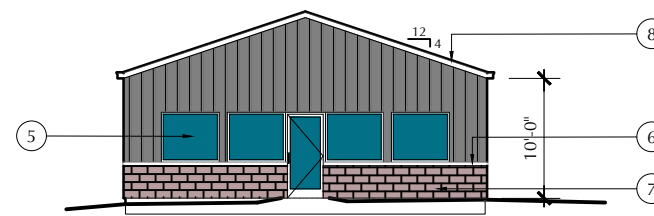
ARCHITECTURAL SITE PLAN





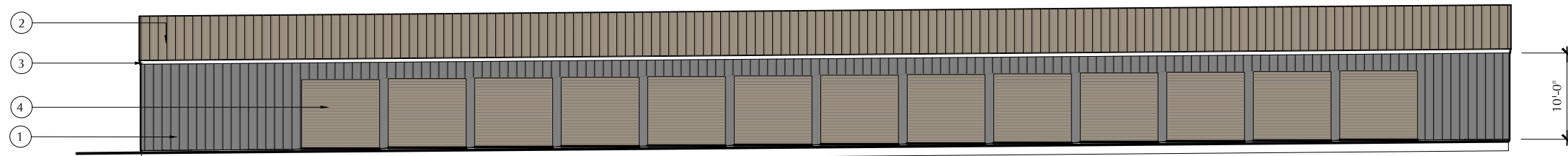
EAST ELEVATION "D" "E" AND "F"
WEST ELEVATION "E" AND "F"

1/16" = 1'-0"



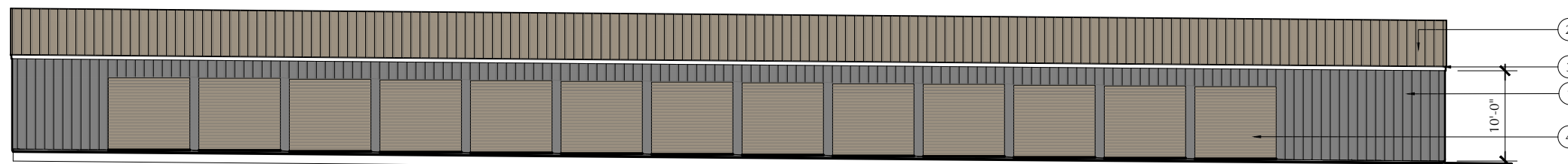
WEST ELEVATION "D"

1/16" = 1'-0"



SOUTH ELEVATION "D" "E" AND "F"

1/16" = 1'-0"

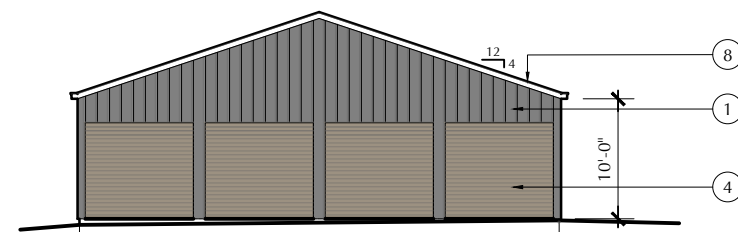


NORTH ELEVATION "D" "E" AND "F"

1/16" = 1'-0"

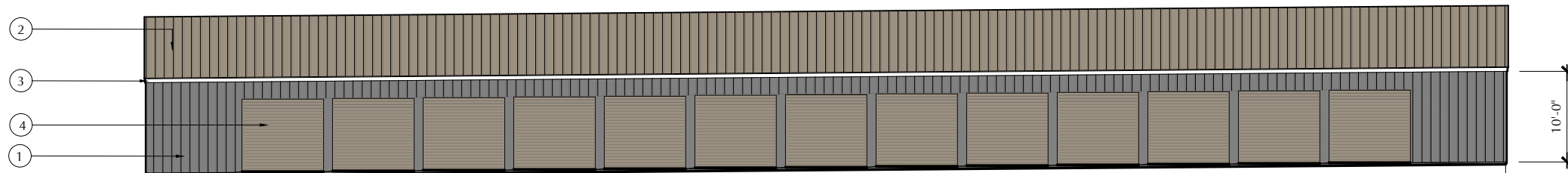
EXTERIOR MATERIALS:

1. STEEL PANEL SIDING
2. STEEL ROOF
3. PREFINISHED METAL GUTTER AND DOWNSPOUT
4. PREFINISHED STEEL ROLL-UP DOOR
5. ALUMINUM STOREFRONT DOOR AND WINDOW SYSTEM
6. PRECAST CONCRETE SILL
7. SPLIT-FACE CMU BLOCK VENEER
8. PREFINISHED METAL FASCIA
9. FIXED WINDOW
10. HOLLOW METAL SERVICE DOOR



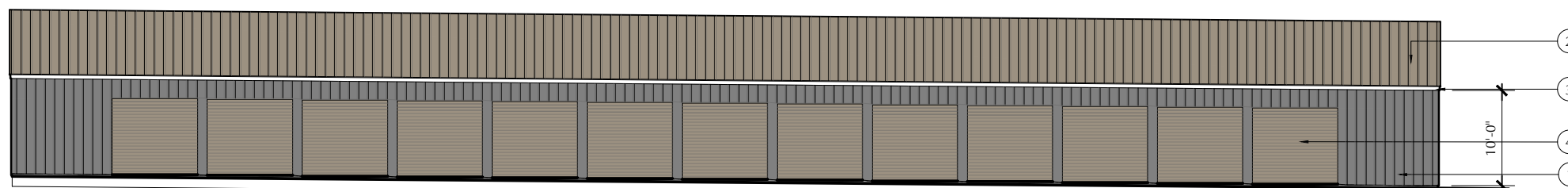
EAST/WEST ELEVATION "C"

1/16" = 1'-0"



SOUTH ELEVATION "C"

1/16" = 1'-0"



NORTH ELEVATION "C"

1/16" = 1'-0"

PROPOSED BUILDING
Lake Time Storage, LLC
Lake Steel Street
TOWN of Brooklyn, Green Lake County

Issue:
08/28/2020

Document Date:
28 AUGUST 2020

Project Number:
20025

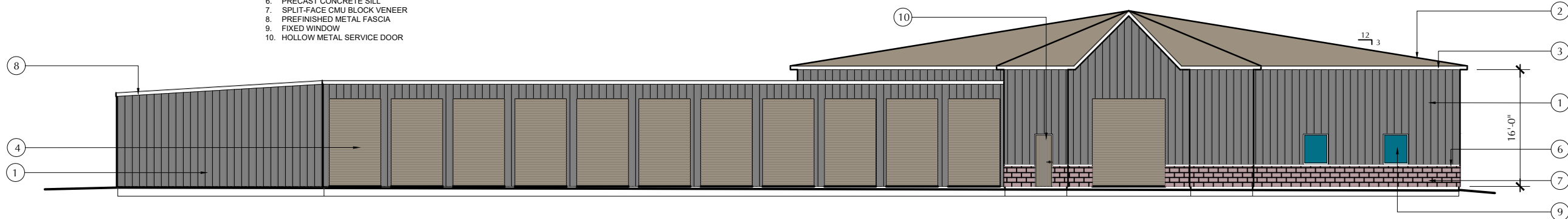
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ARCHITECTURAL SITE
PLAN

Sheet Number:

A-201

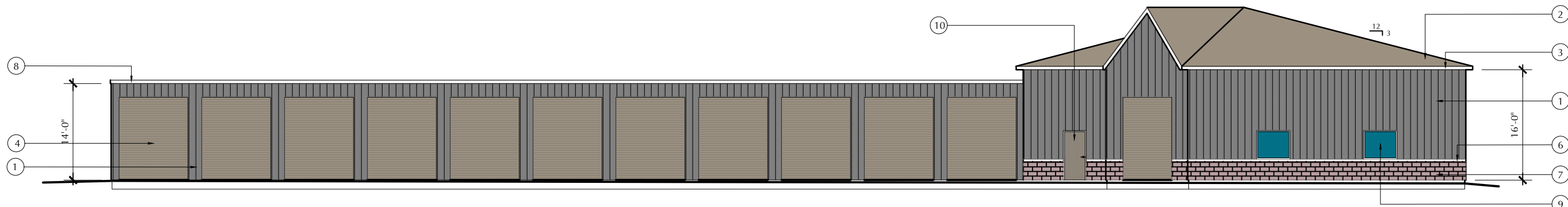
EXTERIOR MATERIALS:

1. STEEL PANEL SIDING
2. STEEL ROOF
3. PREFINISHED METAL GUTTER AND DOWNSPOUT
4. PREFINISHED STEEL ROLL-UP DOOR
5. ALUMINUM STOREFRONT DOOR AND WINDOW SYSTEM
6. PRECAST CONCRETE SILL
7. SPLIT-FACE CMU BLOCK VENEER
8. PREFINISHED METAL FASCIA
9. FIXED WINDOW
10. HOLLOW METAL SERVICE DOOR



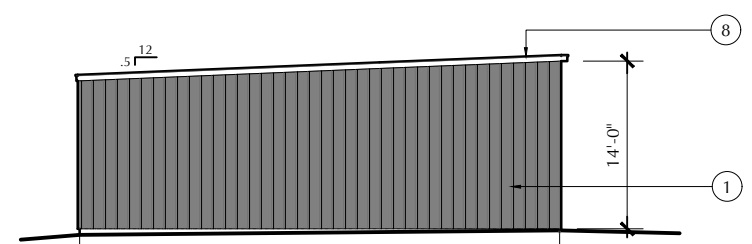
NORTHWEST ELEVATION "B" ("A" SIM.)

1/8" = 1'-0"



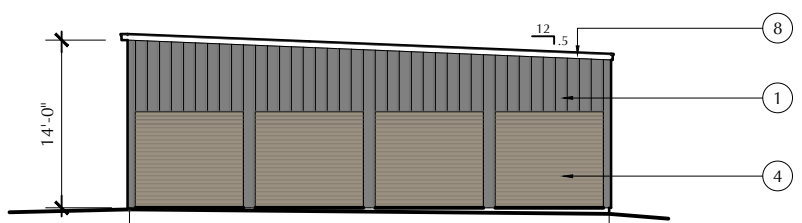
WEST ELEVATION "B" ("A" SIM.)

1/8" = 1'-0"



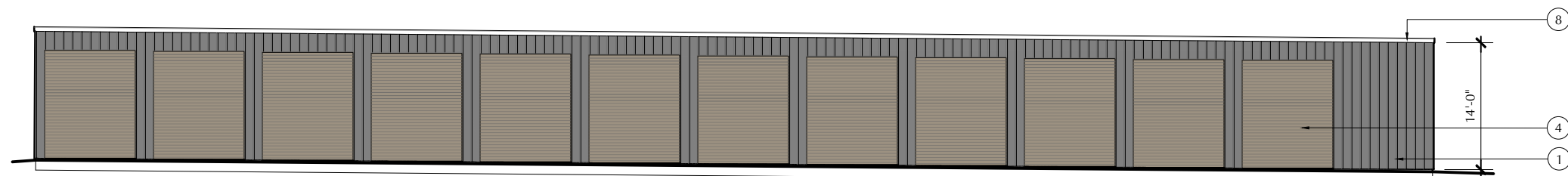
EAST ELEVATION "G"

1/8" = 1'-0"



WEST ELEVATION "G"

1/8" = 1'-0"



NORTH ELEVATION "G"

1/8" = 1'-0"

TOWN BOARD ACTION

Conditional Use Permit

Dear Land Use Planning and Zoning Committee:

Please be advised that the Town Board of Brooklyn, County of Green Lake, took the following action on –
(Date) 11-12-20.

Owner/Applicant: Lake Time Storage GL, LLC

Site Location: N5944 Lake Steel Street

General legal description: Parcel #004-00505-0100 part of the SE ¼ of the NE ¼ Section 21, T16N, R13E, lot #2 CSM 34, Town of Brooklyn **Request:** a Conditional Use Permit for mini-warehousing including the construction of seven buildings containing 159 self-storage units, two shops and on office.

Planned public hearing date for the above requests: December 3, 2020

Town Does Not object to and Approves of request

No action taken

Objects to and requests denial of request

NOTE: If denial – please enclose Town Resolution of denial

- Reason(s) for objection:

Mike West Town Chair
Town Representative

11-12-20
Date Signed

NOTES: _____

Please return this form to the Land Use Planning & Zoning Office by: November 13, 2020

LAND USE PLANNING AND ZONING COMMITTEE STAFF REPORT

PUBLIC HEARING

December 3, 2020

ITEM II: CONDITIONAL USE PERMIT (CUP)

OWNER:

Joseph Schrock

APPLICANT:

Joseph Schrock

REQUEST: The owner/ applicant is requesting a conditional use permit for a sawmill that will be housed in a 68' x 20' building along with a 40'x48' storage building.

PARCEL NUMBER / LOCATION: The parcel subject to this request is #012-00643-0000. It is located in the NW ¼ of the NW ¼ section 33, Town 14N, Range 12E, at W4083 Yunker Road.

EXISTING ZONING AND USES OF ADJACENT AREA: The subject site is zoned as A-1, Farmland preservation. The property is currently used agriculturally and has a barn and a farm residence. The surrounding properties are all zoned as A-1 and all appear to be used agriculturally.

ADDITIONAL INFORMATION / ANALYSIS: On 10/1/2020 a land use permit for this property was issued for the construction of a 68'x20' building and a 40'x48' storage building. These buildings would be converted into a sawmill and a sawmill storage building if the conditional use permit application is approved. The owner/applicant plans on using the sawmill for custom sawing work from 8:00 AM to 5:00 PM Monday-Saturday. The sawdust and other scrap material generated from the sawmill would be reused.

GENERAL CRITERIA FOR REVIEW OF CONDITIONAL USE REQUESTS:

- a) Will not have a negative effect upon the health, safety, and general welfare of occupants of surrounding lands; and
- b) Will be designed, constructed, operated, and maintained so as to be harmonious, be appropriate in appearance with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area; and
- c) Will not be hazardous or disturbing to existing or future neighboring uses; and
- d) Will not be detrimental to property in the immediate vicinity or to the community as a whole; and
- e) Will be served by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, and schools; the persons or agencies responsible for the establishment of the proposed use shall be able to provide, adequately, any such service; and
- f) Will have vehicular approaches to the property that shall be so designed as not to create an interference with traffic on surrounding public or private streets or roads.

COUNTY STAFF COMMENTS: This request should be reviewed by the Committee to determine if it meets the general criteria for review as listed above. If the Committee wishes to approve this request, the following conditions may be appropriate:

1. No additional expansion or addition of structures and/or uses relating to this conditional use permit shall occur without review and approval through future conditional use permit(s).
2. No outside storage of materials and other items is allowed.
3. Hours of operation shall be from 8:00 AM to 6:00 PM

TOWN OF MANCHESTER: An Action Form requesting the Town's input related to this request was mailed to the Town Clerk on October 19, 2020. On November 9, 2020, at the Town's monthly meeting, the Town approved of the request.

Fee Received (Non-Refundable) 375.00

Date 10-1-20

By signing and submitting this completed application with public hearing fee, the applicant or agent requests the Land Use Planning & Zoning Committee consider the conditional use permit request at the next available public hearing.

PROPERTY OWNER / APPLICANT

Name Joseph Schrock

Mailing Address W4083 Yunker Rd. Cambria WI 53923

Phone Number None Email _____

Signature Joseph Schrock Date 10-1-20

AGENT IF OTHER THAN OWNER

Name _____

Mailing Address _____

Phone Number _____ Email _____

Signature _____ Date _____

PROPERTY INFORMATION

Town of Manchester Location of Property W4083 Yunker Rd

Section 33 Town 14 N Range 12 E

Affected Parcel Number(s) 012-00643-0000 Affected Acres ±0.1

Subdivision _____ Lot _____ Block _____

CSM _____ Lot _____ or COS _____

Legal Description NW 1/4 of NW 1/4 Section 33

Current Zoning Classification A-1

Present Use of Property: (List all current uses and improvements, i.e. home, store, farm field, wooded, etc.)

One Farm Residence on the property with a Barn for Ag use.

Most of the property is used for a forest, farming, or wetland

PROPOSAL - Use separate or additional sheet(s) IF necessary

Describe **specifically** the nature of this request (List all proposed uses of the parcel.) What do you plan to do? Mostly custom sawing for other people.

If this application is for a use that will be contained to a part of the parcel, specify the exact dimensions of the affected area. ~~48' X 60'~~ 48' X 60'

If this box is checked, provide the following information:
Proposed use has additional minimum development standards in Section _____.
Explain how your proposal meets or exceeds these requirements.

OPERATIONAL PLAN NARRATIVE

- 1 8:00 to 5:00 Monday to Saturday
- 2 For my own personal use and in the future have it more like a business of my own
- 3 Custom work or sawing for the future
- 4 Getting logs and cutting them to lumber sizes.
~~Noise~~ Noise
Saw dust and staked wood would be sold usefully.
I own this property.
Custom sawing and helping the local forestry.



Green Lake County

1 inch = 73 feet

Geographic Information System (GIS)
<https://gis.co.green-lake.wi.us/>

GIS Viewer Map
 Green Lake County, WI

Time: 11:04:11 AM
 Date: 10/1/2020

Note:



TOWN BOARD ACTION

Conditional Use Permit

Dear Land Use Planning and Zoning Committee:

Please be advised that the Town Board of Manchester, County of Green Lake, took the following action on –
(Date) NOVEMBER 9, 2020.

Owner/Applicant: Joseph Schrock

Site Location: W4083 Yunker Rd

General legal description: Parcel #012-00643-0000, part of the NW ¼ of the NW ¼ Section 33, T14N, R12E, ±0.1 acres, Town of Manchester **Request:** a Conditional Use Permit to use part of the property as a custom saw mill business.

Planned public hearing date for the above requests: December 3, 2020

Town Does Not object to and Approves of request

No action taken

Objects to and requests denial of request

NOTE: If denial – please enclose Town Resolution of denial

- Reason(s) for objection:

Corrine Krueger, Clerk
Town Representative

11/9/2020
Date Signed

NOTES: _____

Please return this form to the Land Use Planning & Zoning Office by: November 13, 2020

LAND USE PLANNING AND ZONING COMMITTEE STAFF REPORT

PUBLIC HEARING

December 13, 2020

ITEM III: LAND DIVISION & SUBDIVISION ORDINANCE AMENDMENT

REQUEST: The Green Lake County Land Use Planning and Zoning Committee is requesting an amendment to the Code of Green Lake County, Chapter 315 of the Land Division & Subdivision Ordinance; more specifically to include the County Coordinate System for certified survey maps and plats, clarify exceptions from a certified survey map, update considerations in certified survey map and plat review, and update the violations and penalties section to match other land use ordinances.

ADDITIONAL INFORMATION / ANALYSIS: The Land Division & Subdivision Ordinance was first adopted in 2004 and then amended in 2013. The proposed amendment is mostly a maintenance action, but there are several upgrades being proposed that will make administration and enforcement of the ordinance more efficient.

Article I. After reviewing the “Purpose and intent” section, several new phrases were added that more succinctly describe the original purpose and intent.

Article II. After reviewing the “Applicability” section it seemed appropriate to direct the reader to exceptions to needing a certified survey map contained in Section 315-15. Also, due to confusion generated by Section 315-15.C., “Exceptions”, related to the “exchange of lands between adjoining property owners” provision, language approved by WDOA Plat review, was added to clarify how to use this exception.

Article III. The County has a “Coordinate System” that is based on the NAD 83(91) adjustment. All of the PLSS sections corners that have been monumented and re-monumented are based on this “County Coordinate System and datum. It is appropriate to include the County Coordinate System as the foundation for all new certified survey maps and subdivision plats. This inclusion standardizes filing requirements for surveyors working in Green Lake County and it creates efficiencies in GIS parcel mapping.

Article IV has to do with land divisions by Subdivision Plat. Past practice had been to describe a licensed surveyor as a “registered land surveyor”, however recently surveyors have updated their terminology to “professional land surveyor.” As a result, the word “professional” will replace “registered” when referring to a land surveyor.

Also under Section 315-27 the preliminary subdivision plat ties are to be tied to the County Coordinate System. A requirement was added that for preliminary plats, the current tax parcel number(s) are included in the plat. Stormwater drainage and infiltration structures and stormwater flow directions are to be included in the preliminary plat. It is clarified that certain lands abutting a stream, river or lake, which may be questionable for inclusion into the plat (by the surveyor) are to be included in the plat.

Under Section 315-28, drainage easements in subdivision plats are discussed in terms of location, size, design as well as their need for Committee approval.

Under Section 315-34, relating to subdivision plat lots, reasoning for added width for corner lots was inserted.

Section 315-35, Stormwater Management & Erosion Control was added to require, by local ordinance, that Chapter 284, Construction Site Erosion Control and Stormwater Management Ordinance standards apply to subdivision plats.

Article V has to do with land divisions by certified survey map (CSM). Here a reference to the County Coordinate system was inserted, more property features were listed to be shown on the CSM map, gross and net area are to be shown, adjacent lands (platted or unplatted) are to be identified, and floodplain and/or wetlands (if applicable) are to be located and identified. Also a provision was added to require property taxes to be current prior to plat or CSM approval.

Article VIII, which deals with enforcement of violations of the ordinance, was updated with the same enforcement language as the other land use ordinances.

Article X contains of the definition Section 315-56. The definitions of certificate of survey and certified survey map were updated.

SUMMARY: This ordinance amendment includes references to the County Coordinate System as well as provides updates to the ordinance that will increase the clarity and efficiency of administering and enforcing this ordinance.

STAFF COMMENTS: The Land Use Planning and Zoning Committee has several options in this regard and they are as follows:

- ❑ Forward onto the County Board with recommendation to adopt as proposed.
- ❑ Hold another public hearing to take additional public comment.
- ❑ *Reject as proposed.

* In the event that these amendments are not adopted, surveyors will continue to have little clarity on how to perform surveying in Green Lake County which in many cases leads to additional GIS mapping inefficiencies. These inefficiencies are eliminated if CSMs and Plats are tied to the County Coordinate System. Further, if these amendments are not adopted there will be insufficient references, in a local ordinance, to the requirements for subdivision platting and certified survey mapping. Finally, without the amendments to the enforcement section of the ordinance Corporation Counsel will have to continue to account for poorly worded standards that make enforcement more difficult and inefficient.

ORDINANCE NO. -2020

Amending Chapter 315, Land Division and Subdivision

The County Board of Supervisors of Green Lake County, Green Lake Wisconsin, duly assembled at its regular meeting begun on the 15th day of December 2020, does ordain as follows:

Section 1. Green Lake County Ordinance, No. 1056-2013, adopted May 21, 2013, and as amended from time to time (Chapter 315 Land Division and Subdivision), is hereby amended as follows (additions in underline, deletions in strikeout):

Roll Call on Ordinance No. -2020

Submitted by Land Use Planning & Zoning Committee:

Ayes , Nays , Absent , Abstain

Passed and Enacted/Rejected this 15th day of December, 2020.

Curt Talma, Chair

William Boutwell, Vice-chair

County Board Chairman

Harley Reabe

ATTEST: County Clerk
Approve as to Form:

Charles Buss

Corporation Counsel

Don Lenz

1 § 315-1 **Statutory authority.**

2 This chapter is adopted pursuant to the authorization in § 236.45, Wis. Stats., and
3 amendments thereto.

4
5 § 315-3 **Purpose and intent.**

6 A. The purpose and intent of this chapter is to establish standards that promote the
7 public health, safety, and general welfare of Green Lake County through the regulation of
8 land division:

9 (1) To lessen congestion in the streets and highways, including proper ingress and egress;

10
11 (2) To ~~facilitate~~ further the orderly layout and use of land through the establishment of
12 reasonable standards of design and procedures for land division and subdivisions so
13 they will fit within the County Coordinate System;

14
15 (3) To secure safety from fire, flood, panic and other dangers; and to prevent overcrowding
16 of the land and the undue congestion of the population.

17
18 (4) To provide for adequate light and air, including access to sunlight for solar collectors
19 and to wind for wind energy systems;

20
21 (5) To ~~prevent overcrowding of land~~ guide the future growth and development of Green
22 Lake County in accordance with the adopted comprehensive plan;

23
24 (6) To facilitate the orderly and beneficial development of the county through well-planned
25 land divisions consistent with workable design standards ~~avoid undue concentration of~~
26 ~~population;~~

27
28 (7) To facilitate adequate provisions for transportation, water, sewerage, schools, parks,
29 playgrounds, and other public requirements;

30
31 (8) To facilitate the land division of larger tracts into smaller lots or parcels of land; and to
32 promote the proper monumenting of land divisions and conveyancing by an accurate
33 legal description.

34 § 315-14 **Applicability.**

35 The provisions of this chapter shall apply to all subdivisions, land divisions and land
36 combinations.

37
38 A. Subdivision. A subdivision as defined in this chapter shall be created by subdivision
39 plat in accordance with Ch. 236, Wis. Stats., and the provisions of this chapter.

40
41 B. Land division. A land division as defined in this chapter shall be created in
42 accordance with § 236.34, Wis. Stats., where applicable, and the provisions of this
43 chapter.

44 (1) All land divisions, except subdivision plats and any exceptions described in Section

45 315-15, 15 acres or less in size shall be created by certified survey map in compliance
46 with § 236.34, Wis. Stats., and the provisions of this chapter.
47

48 **§ 315-15 Exceptions.**

49 Pursuant to § 236.45, Wis. Stats., the provisions of this chapter that apply to divisions of
50 land being less than five lots or parcels shall not apply to the following:
51

- 52 A. Transfers of interests in land by will or pursuant to court order;
53
54 B. Leases for a term not to exceed 10 years, mortgages or easements;
55
56 C. The sale or exchange of lots or parcels of land between owners of adjoining
57 property if additional lots or parcels are not thereby created and the lots or parcels
58 resulting are not reduced below the minimum sizes required by this chapter or other
59 applicable laws or ordinances;
60

61 (1) Land sold or exchanged between adjoining property owners must be either combined
62 with existing lots or parcels by certified survey map or by a single metes and bounds
63 legal description commencing with a monument at a section or quarter section corner
64 of the quarter that is not the center of a section, and include the exterior boundaries of
65 all lands being combined.
66

67 (2) A certificate of survey shall be prepared by a Wisconsin Professional Land Surveyor
68 and include a signed and dated surveyor's certificate stating that said land surveyor
69 has surveyed and described property and that the map shown is a true and accurate
70 representation thereof to the best of their knowledge and belief.
71

72 (3) A restrictive covenant shall be recorded in the Green Lake County Register of Deeds
73 Office as part of the deed conveying the land exchanged between adjoining property
74 owners stating that "This is a conveyance between adjoining landowners. For the
75 purposes of the Green Lake County Land Division and Subdivision Ordinance and
76 Chapter 236, Wis. Stats, the property being conveyed will be joined with the grantee's
77 principal parcel, as one parcel and additional lots will not be created therefrom without
78 compliance with said provisions nor will the resulting lots or parcels be reduced below
79 the minimum size required by state and local laws or ordinances. This covenant is
80 binding upon the undersigned and their successors, assigns, personal representative,
81 heirs, grantees and all other subsequent owners of the property and shall run with the
82 land."
83

84 **§ 315-20 Land suitability.**

85 No land shall be divided or subdivided by means of a subdivision plat for a use that is held
86 unsuitable by the Land Use Planning and Zoning Committee for reason of flooding or
87 potential flooding, soil limitations, inadequate drainage, incompatible surrounding land use,
88 or any other condition likely to be harmful to the health, safety or welfare of the future
89 residents or users of the area, or to the residents of Green Lake County.
90

91 E. Unless specifically exempt from this requirement elsewhere in this chapter, all
92 subdivision plat proposals where private water and/or sewage disposal systems are to be
93 used shall be accompanied by certifications and reports:

94
95 (1) Describing the probable depth, cost and yield of private wells. This report shall be
96 based on competent scientific investigation and shall include the sources of all data
97 used in the preparation of the report.

98
99 (2) Describing soil conditions existing on the site as applicable to on-site waste water
100 disposal. A soil report shall accompany all subdivision plat proposals.

101
102 **§315-22 Ties to County Coordinate System**

103
104 A. Any Plat or Certified Survey Map recorded in the Register of Deeds office shall be tied
105 by lengths and bearings to the boundary line of the quarter section, Private Claim or
106 Federal Reservation in which the subdivision lies, and description of the monuments at
107 ends of the line; and bearing and distance between those monuments. Boundary bearing
108 references shall be the bearing and distance established by the County in its county
109 coordinate system, along with the NAD 83(91) adjustment, unless waived by the County
110 Surveyor. If no bearing has been established on any of the boundaries of the section
111 being worked in, a reference to a magnetic, true or other identifiable direction may be used
112 for reference to the boundary. When re-dividing an existing certified survey map or
113 subdivision plat which is already connected to county bearings the re-division shall be
114 shown on the face of the map.

115
116 1. A retracement or combination certified survey map is not required to be tied to the
117 County coordinate system.

118
119 **§ 315-23~~2~~ Improvements.**

120
121 **§ 315-24~~3~~ Construction.**

122
123 § 315-24 is renumbered to 315-25.

124
125 **§ 315-27 Preliminary subdivision plat.**

126 A. General. A preliminary subdivision plat shall be prepared by a registered professional
127 land surveyor for all subdivision plats. The preliminary subdivision plat shall comply
128 with the provisions of Ch. 236, Wis. Stats., and the provisions of this chapter.

129
130 D. Preliminary subdivision plat requirements.

131 (1) A preliminary subdivision plat shall be prepared on reproducible material and shall
132 show correctly on its face the following information:

133
134 (a) Title under which the preliminary subdivision plat is to be known and a general legal
135 description by 1/4 section or government lot, section, town, range, county and state
136 where the preliminary subdivision plat is located.

- 137
138 (b) Vicinity map with the general legal description, showing the location of the preliminary
139 subdivision plat in relation to the road system in the immediate area along with any
140 lake and stream accesses in relation to the preliminary subdivision plat.
141
142 (c) Date, graphic and written scale of not more than 100 feet to the inch and a north arrow
143 with a basis for bearings.
144
145 (d) Names and addresses of the subdivider and land surveyor preparing the preliminary
146 subdivision plat.
147
148 (e) Entire area contiguous to the preliminary subdivision plat, owned or controlled by the
149 subdivider shall be included on the preliminary subdivision plat even though only a
150 portion of such area is proposed for immediate development.
151
152 (f) Ties to all government corners required to be used for the survey, according to State
153 and Federal surveying requirements, also see Section 315-22, Ties to County
154 Coordinate System. Bearings and distances of the exterior boundaries of the
155 preliminary subdivision plat, being referenced to a boundary line of the Public Land
156 Survey System of the section in which the preliminary subdivision plat is located, and
157 identify the corners at each end of that boundary line and the bearing and distance
158 between them.
159
160 (g) Total number of lots and outlots with total acreage and current tax parcel numbers of
161 all tax parcels that are included in the plat.
162
163 (h) Contours at vertical intervals of not more than two feet where the slope of the ground
164 surface is 5% or less and of not more than four feet where the slope of the surface of
165 the ground is greater than 5%.
166
167 (i) Water elevations of adjoining lakes and streams on the date of survey, for the ordinary
168 high-water elevation, designated regional flood elevation, or floodway.
169
170 (j) Location, right-of-way width and names of all existing and proposed streets, alleys or
171 public ways, easements, railroads and utility rights-of-way and all section and quarter
172 section lines within the proposed subdivision plat or immediately adjacent thereto.
173
174 (k) Location and names of any adjacent subdivisions, parks, schools, cemeteries and
175 owners of record of abutting unplatted lands.
176
177 (l) Type, width, and elevation of any existing street pavements within the exterior
178 boundaries of the preliminary subdivision plat or immediately adjacent thereto.
179
180 (m) Locations of all existing property boundary lines, structures, drives, streams and
181 watercourses, wetlands, rock outcrops, wooded area, and other similar significant
182 features within the preliminary subdivision plat or immediately adjacent thereto.

- 183
184 (n) Dimensions of all lots, together with proposed lot and block numbers.
185
186 (o) Location and dimensions of any sites to be reserved or dedicated for parks,
187 playgrounds, drainageways or other public use.
188
189 (p) Approximate centerline radius of all curves.
190
191 (q) Delineation of floodplain and zoning boundaries within or immediately adjacent to the
192 preliminary subdivision plat.
193
194 (r) Corporate limit lines.
195
196 (s) Source and availability of potable water supplies.
197
198 (t) Lots served by private on-site wastewater treatment systems (POWTS) shall have
199 information submitted demonstrating sufficient on-site sewage disposal area and
200 suitability, including soil suitability, depth to ground water and bedrock, and slope.
201
202 (u) All stormwater drainage and infiltration structures required by the Green Lake County
203 Construction Site Erosion Control and Stormwater Management ordinance shall be
204 indicated on the preliminary plat as well as the direction of stormwater flow on each lot
205 with arrows.
206
207 (v) Lands lying between the meander line and the water's edge and any other unplattable
208 lands which lie between a proposed subdivision and the water's edge shall be included
209 as parts of lots, outlots, or public dedications in any plat abutting a lake, river, or
210 stream.

211
212 **§ 315-28 Final subdivision plat.**

- 213 A. General requirements. A final subdivision plat shall be prepared by a registered
214 professional land surveyor and shall comply with the provisions of Ch. 236, Wis. Stats.,
215 and the provisions of this chapter.
216
217 B. Fees. At the time of submittal of the final subdivision plat, a fee shall be paid as
218 provided in Article IX, of this chapter.
219
220 C. Final subdivision plat submittal. The subdivider shall file an application for review and
221 provide 10 copies of the final subdivision plat to the Land Use Planning and Zoning
222 Department for review and distribution.
223

224 **§ 315-32 Subdivision utility easement.**

- 225 A. Utility easements across lots or along lot lines shall be provided for utilities above and
226 below grade, of a width and at a location deemed necessary by the appropriate utility
227 company. Utility easements shall be identified on the subdivision plat as to type and
228 width.

229
230 B. Drainage easements. Where a subdivision is traversed by a watercourse, drainage
231 way, channel or stream, an adequate drainage way or easement shall be provided as
232 may be required by the Committee. The location, width, alignment and improvements
233 of such drainage way or easement shall be subject to the approval of the Committee;
234 and parallel street or parkways may be required in connections therewith. Where
235 necessary, stormwater drainage shall be maintained by landscaped open swales of
236 adequate size and grade to hydraulically accommodate maximum potential volumes of
237 flow. These design details are subject to review and approval by the Committee.
238

239 **§ 315-34 Lots.**

240 The size, shape and orientation of lots shall be appropriate for the location of the
241 subdivision plat and for the type of development and use contemplated.
242

243 F. Corner lots, in an effort to provide for adequate buildable area, shall be designed with
244 extra width to account for street yard setbacks from both streets ~~permit adequate~~
245 ~~building setback from both streets.~~
246

247 **§ 315-35 Stormwater Management and Erosion Control**

248
249 A. The subdivider shall provide stormwater management facilities and erosion control that
250 are in compliance with Chapter 284, Construction Site Erosion Control and Stormwater
251 Management Ordinance.
252

253 **§ 315-36 through § 315-37. (Reserved)**

254
255 **§ 315-38 Certified survey map.**

256
257 C. Submittal. Certified survey maps, as defined in this chapter, shall be submitted for
258 review to the County Land Use Planning and Zoning Department. The certified survey
259 map shall be prepared in accordance with the provisions of § 236.34, Wis. Stats.,
260 Section 315-22 and any other applicable ~~the provisions of this chapter and show the~~
261 ~~following information clearly on the face of the certified survey map:~~
262

263 (1) All existing buildings, building setback dimensions to lot or parcel boundary lines,
264 watercourses, access locations, easements, floodplain elevation stated, well
265 location(s), approximate location of any septic tank(s), septic system drain field(s),
266 septic vent(s) or other major private wastewater treatment system location-component.
267

268 (8) Gross and net lot sizes in square feet with net lot size excluding any land use by public
269 as a road per a prescriptive easement.
270

271 (9) Identify adjacent lands, platted or unplatted by owner or others.
272

273 (10) If applicable, floodplain boundary(ies), FEMA map panel number and effective date
274 from which the boundary(ies) were drawn.

275
276 (11) If applicable, wetlands on the current Wisconsin Wetlands Inventory Map. A copy of
277 the wetland delineation report shall be included with the certified survey map
278 application for any wetlands identified on the map.
279

280 **D. Review and approval.**
281

282 (1) The Committee representative shall, within 90 days, approve, approve conditionally or
283 reject the certified survey map. The review and above stated decision shall be based
284 on the conformity to the provisions of this chapter or any others referenced herein. In
285 the event of rejection or conditional approval, the aggrieved party will be notified and
286 may appeal the decision of said representative to the Land Use Planning and Zoning
287 Committee.
288

289 (2) If the County Treasurer notifies the Land Use Planning and Zoning Department in
290 writing that there are delinquent real estate taxes or installments due on real estate
291 taxes, including all interest and fees, for the property subject to the certified survey map
292 application, said application shall not be approved until the County Treasurer confirms
293 in writing that the real estate taxes have been paid or the installments due are current.
294

295 **§ 315-51 Violations and penalties; citation.**

296 A. Any violation of the provisions of this chapter by or under the direction of the subdivider
297 shall be brought into compliance upon notification by the Land Use Planning and
298 Zoning Department or the Land Use Planning and Zoning Committee or the County
299 Corporation Counsel.
300

301 B. The County Corporation Counsel shall have the authority to use all legal remedies
302 necessary to ~~pursue compliance with~~ enforce the provisions of this chapter. After
303 consultation with the Land Use Planning and Zoning Department and/or Land Use
304 Planning and Zoning Committee, the Corporation Counsel shall determine which legal
305 remedy or legal remedies are in order to ~~pursue compliance with~~ enforce the
306 provisions of this chapter.
307

308 C. Any subdivider who violates or refuses to comply with any of the provisions of this
309 chapter shall be subject to a forfeiture of not less than \$50 nor more than ~~\$5,000~~ \$500
310 per offense, together with the taxable costs of action. Each day that the violation exists,
311 after receiving notice of the violation from the Land Use Planning and Zoning
312 Department by certified or registered mail, or personal service per § 801.11 Wis. Stats.,
313 shall constitute a separate offense.
314

315 D. In addition to the County Corporation Counsel having the authority to ~~pursue~~
316 ~~compliance~~ enforce the provisions of this chapter per Subsection B above, the
317 designated staff of the Land Use Planning and Zoning Department shall have the
318 authority to and may prepare, sign and issue citations in order to commence action to
319 ~~achieve~~ enforce compliance with the provisions of this chapter.
320

321 § 315-56 **Word usage and definitions.**

322 For the purpose of administering and enforcing this chapter, the terms or words used
323 herein shall be interpreted as follows: Words used in the present tense include the future
324 tense, words in the singular number include the plural number, and in the plural number
325 include the singular number. The word "may" is permissive, and the word "shall" is
326 mandatory, not discretionary. All distances unless otherwise specified shall be measured
327 horizontally.

328

329 **CERTIFICATE OF SURVEY**

330 Also known as a "map of survey" or "plat of survey" prepared by a registered professional
331 land surveyor. A certificate of survey may be a survey of an existing lot or parcel, or may
332 be a new land division if greater than 15 acres.

333

334 **CERTIFIED SURVEY MAP**

335 A map of a land division, land combination, or an existing lot or parcel of record. This map
336 shall be of not more than 4 lots or parcels and prepared by a professional land surveyor in
337 accordance with the provisions of this chapter and § 236.34, Wis. Stats.

338

339 **REPLAT**

340 The process of changing, or the map or plat that changes, the boundaries of a recorded
341 subdivision plat or part thereof. The legal dividing of a large block, lot or outlot within a
342 recorded subdivision plat without changing the exterior boundaries of said block, lot or
343 outlot is not a replat. A replat shall not alter areas dedicated to the public unless proper
344 court action is secured.

345

346 Section 2. This ordinance shall become effective upon passage by the County Board and
347 publication.

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

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