

**GREEN LAKE COUNTY
LAND USE PLANNING AND ZONING
COMMITTEE MEETING MINUTES
Thursday, January 7, 2021**

CALL TO ORDER

Planning & Zoning Chair 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 available via remote programming as well as in person.

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

Absent: **None**

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

Liz Otto, County Clerk

Aaron Ogle, Code Enforcement Officer

Gene Thom, Supervisor #19 (Zoom)

Cathy Schmit, County Administrator (Zoom)

Nicole Geschke, HR Coordinator (Zoom)

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF MINUTES

Motion/second (Boutwell/Lenz) to approve the minutes of the December 3, 2020 meeting with no additions or corrections. Motion carried with no negative vote.

DEPARTMENT ACTIVITY REPORTS

a. Financial reports

Matt Kirkman gave an overview of department finances through November 2020.

b. Permits

Matt Kirkman updated the committee on land use and sanitary permits through November 2020.

c. Violations

Matt Kirkman provided the committee with information and updates on land use and septic violations through November 2020.

REQUEST FOR BUDGET ADJUSTMENT – BILL FOR OUTSIDE LEGAL COUNSEL

Motion/second (Buss/Boutwell) to approve the budget adjustment in the amount of \$3,949 due to outside legal counsel expenses. Motion carried with no negative vote.

LAND DIVISION – SUBDIVISION ORDINANCE AMENDMENT

Matt Kirkman explained the updated language in the Exceptions section pertaining to Warranty Deeds (lines 61-84). Discussion held. *Motion/second (Boutwell/Reabe)* to approve the changes as presented. Motion carried with no negative vote.

STAFF UPDATE – ADMINISTRATIVE ASSISTANT

Matt Kirkman stated that the Administrative Assistant has resigned and transferred to another department. Kirkman explained the need to refill the position.

FLOODPLAIN ZONING AMENDMENT – 1990 DFA GREEN LAKE DAM

Matt Kirkman explained the zoning amendment. *Motion/second (Lenz/Buss)* to approve the zoning amendment. Motion carried with no negative vote.

PUBLIC HEARING – 5:00 PM

Chair Talma read the rules for the Public Hearing

- Applicant: Jon Loberg
Site Locations: W1726 North St. and W1702 North St.
General Legal Description: Parcel #004-00410-052, 004-00410-0523, 004-00410-0524. Lands located within Lot 1 CSM 904 and Units 3 and 4 of Yukon Partners Condominium Building 400 located within Lot 1 of CSM 3523, all in the SE1/4 of Section 17, Town 16 North, Range 13 East, Town of Brooklyn
Request: A Conditional Use Permit to manufacture, assemble, sell, and store prefabricated buildings as well as to store associated construction materials.

Chair Talma called for public input.

- Paul Schwandt, Markesan, stated that Loberg has requested to use one of his storage buildings. No objection.
- Kyle Wiggs, Green Lake, requested clarification on the location of manufacturing.
- Luke Amend, Green Lake, requested a change in the hours presented and clarification on building rental.

Chair Talma closed the Public Hearing.

Matt Kirkman presented Staff Comments.

Motion/second (Boutwell/Lenz) to suspend the rules and allow for more public comment. Motion carried with no negative vote.

- Kyle Wiggs asked if the hours of operation would include 7 days per week
- Jon Loberg gave an update of the hours he would prefer.

Chair Talma closed public comment.

Motion/second (Boutwell/Buss) to approve the Conditional Use Permit as presented but eliminate Condition #2 and modify Condition #3 for hours of use to 7:00 AM – 5:00 PM Monday – Saturday. Motion carried with no negative vote.

FUTURE COMMITTEE ACTIVITIES

- a. Future agenda items –
- b. Next meeting date – February 4, 2021

ADJOURN

Chair Talma adjourned the meeting at 5:42 PM.

Respectfully submitted,

**Liz Otto
County Clerk**

