



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, March 4, 2021.

Packet Pages:

- 2-3 Agenda
- 4-5 Draft meeting minutes from February 4, 2021
- 6-8 Financial reports for January 2021
- 9-10 Permit Reports
- 11-12 Violation reports
- 13-18 Annual Report
- 19-21 Staff Update
- 22-23 Public Hearing Notice
- 24-40 Public Hearing Items

Item I: Owners / Applicants: Thomas L. & Theresa D. Sobieski **Site Location:** N8161 State Road 49 **General legal description:** Parcel #002-00393-0000, Lands located in the SE1/4 of Section 21, Town 17 North, Range 13 East, Town of Berlin **Request:** Rezone 3 acres from A-1, Farmland Preservation District to R-4, Rural Residential District. To be identified by certified survey map.

Item II. Owner: KDR Woodworking, LLC **Applicant:** Kaleb Ranker **Site Location:** W1238 N. Lawson Dr. **General Legal Description:** Parcel 004-00312-0000, Part of lot 1 of CSM 173 located in the SW1/4 of Section 15, Town 16 North, Range 13 East, Town of Brooklyn. **Request:** Conditional use permit to expand a wood-working business including adding a sawmill use.

Item III: Owners / Applicants: James R. & Mary E. Scharschmidt **Site Location:** W1798 County Rd B **General legal description:** Parcel #006-00320-0300, Lands located in the SE1/4 of Section 17 and the NE1/4 of Section 20, Town 15 North, Range 13 East, Town of Green Lake **Request:** Rezone 12.5 acres from A-1, Farmland Preservation District to A-2, General Agriculture District. To be identified by certified survey map.

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

Land Use Planning & Zoning Committee Meeting Notice

Date: March 4, 2021 Time: 4:30 PM
Location: Government Center, County Board Room, 571 County Road A, Green Lake WI

AGENDA 03/04/2021

Committee Members

Curt Talma,
Chairman

Bill Boutwell

Chuck Buss

Don Lenz

Harley Reabe

Keith Hess,
Alternate

Vacant, Secretary

1. Call to Order
2. Pledge of Allegiance
3. Certification of Open Meeting Law
4. Approval of Minutes:1/7/2021
5. Department activity reports
 - a. Financial reports
 - b. Land use & septic permits
 - c. Violation reports
6. Annual Report
7. Staff update – Administrative Assistant
8. Public Hearing: (Not to begin before 5:00 PM)

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- a. Public Testimony/Comment: 10-minute time limit
- b. Committee Discussion & Deliberation
- c. Committee Decision
- d. Execute Ordinance/Determination Form

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9. Future committee activities
 - a. Future agenda items
 - b. Meeting date: March 4, 2021

10. Adjourn

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 & ZONING

Matt Kirkman
Director

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

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/94617493590?pwd=YTAwMXpldmRIQ3lPR091MGNFV2daZz09>

Or by phone for audio

Dial by your location (1-312-626-6799) US

Meeting ID: 946 1749 3590

Password: 397201

Kindly arrange to be present, if unable to do so, please notify our office. Sincerely, Matt Kirkman, Director

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, February 4, 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 (Zoom)**

Absent: **None**

Also Present: **Matt Kirkman, Land Use Planning and Zoning Director
Liz Otto, County Clerk**

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF MINUTES

Motion/second (Boutwell/Lenz) to approve the minutes of the January 7, 2021 meeting with no additions or corrections. Motion carried with no negative vote.

DEPARTMENT ACTIVITY REPORTS

a. Financial reports

Matt Kirkman gave an update on the financial reports through December 2020.

b. Permits

Matt Kirkman updated the committee on the land use and sanitary permits issued in December 2020.

c. Violations

Matt Kirkman informed the committee of the current status of land use and POWTS violations.

STAFF UPDATE – ADMINISTRATIVE ASSISTANT

Matt Kirkman stated that he is working with the County Administrator's office to update the current job description and change the position to include more zoning duties.

Motion/second (Reabe/Boutwell) to recess at 4:45. Motion carried with no negative vote.

Motion/second (Boutwell/Lenz) to reconvene at 5:00 PM. Motion carried with no negative vote.

PUBLIC HEARING – 5:00 PM

Chair Talma read the rules for the Public Hearing

- Applicant: Green Lake County Land Use Planning & Zoning Committee
Explanation: Amend 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 certified survey maps, update considerations in plat and certified survey map review, and update the violations and penalties section.

Chair Talma called for public input. None provided.

Chair Talma closed public comment.

Matt Kirkman presented Staff Comments. Discussion held.

Motion/second (Boutwell/Buss) to approve the ordinance amendments as presented and forward to County Board for final approval. Motion carried with no negative vote.

- Applicant: Green Lake County Land Use Planning & Zoning Committee
Explanation: Amend Code of Green Lake, Chapter 300, Floodplain Zoning Ordinance; more specifically, to adopt the “The Dam Failure Analysis (DFA) for the Green Lake Dam” prepared by Donohue & Associates, Inc., dated June 18, 1990.

Chair Talma called for public input. None provided.

Chair Talma closed public comment.

Matt Kirkman presented Staff Comments. Discussion held.

Motion/second (Lenz/Buss) to approve the ordinance amendments as presented and forward to County Board for final approval. Motion carried with no negative vote.

Chair Talma closed the Public Hearing.

FUTURE COMMITTEE ACTIVITIES

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

ADJOURN

Chair Talma adjourned the meeting at 5:27 PM.

Respectfully submitted,

**Liz Otto
County Clerk**

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

FEES RECEIVED	JANUARY				YEAR-TO-DATE				BUDGET	
	2020		2021		2020		2021		2021	
	NO.	AMOUNT	NO.	AMOUNT	NO.	AMOUNT	NO.	AMOUNT		
LAND USE PERMITS										
Total Monthly Issued Permits	9	2,250	5	1,750	9	2,250	5	\$ 1,750	\$ 40,000	4%
SANITARY PERMITS (POWTS)										
Total Monthly Issued Permits	10	2,800	3	915	10	2,800	3	\$ 915	\$ 26,000	4%
NON-METALLIC MINING PERMITS										
Annual Permit Fees	1	700	1	\$ 1,500	1	\$ 700	1	\$ 1,500	\$ 15,300	10%
BOARD OF ADJUSTMENT										
Special Exception	-	-	-	-	-	-	-	-	-	-
Variances	2	750	1	375	2	750	1	375	-	-
Appeals	-	-	-	-	-	-	-	-	-	-
Total	2	\$ 750	1	\$ 375	2	\$ 750	1	\$ 375	\$ 1,875	20%
PLANNING & ZONING COMMITTEE										
Zoning Change	-	-	-	-	-	-	-	-	-	-
Conditional Use Permits	-	-	1	375	-	-	1	375	-	-
Variance	-	-	-	-	-	-	-	-	-	-
Total	-	\$ -	1	\$ 375	-	\$ -	1	\$ 375	\$ 8,250	5%
MISC.										
Wisconsin Fund	1	100	1	800	1	100	1	800	-	-
Fines & Forfeitures	-	-	-	-	-	-	-	-	-	-
Total	1	\$ 100	1	\$ 800	1	\$ 100	1	\$ 800	-	-
SURVEYOR										
Certified Survey Maps	1	165	1	165	1	165	1	165	6,500	-
Preliminary and Final Plats	-	-	-	-	-	-	-	-	-	-
Applied Funds: County Surveyor	-	-	1	9,500	-	-	1	9,500	9,500	-
Total	1	\$ 165	2	\$ 9,665	1	\$ 165	2	\$ 9,665	\$ 16,000	60%
GIS (Geographic Information System)										
Map Sales	-	-	-	-	-	-	-	-	-	-
Land Records Transfer	-	-	-	-	-	-	-	-	25,000	-
Land Information Grant	-	-	-	-	-	-	-	-	10,000	-
Total	-	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 35,000	0%
GRAND TOTAL	24	6,765	14	15,380	24	6,765	14	15,380	\$ 142,425	
									Total	11%

For 01/01/21 - 01/31/21

Expenditure Summary Report

FJEXS01A

Periods 01 - 01

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						
21-100-10-53610-110-000 Salaries	309,000.00	.00	12,349.12	12,349.12	296,650.88	4.00
21-100-10-53610-140-000 Meeting Payments	1,425.00	.00	.00	.00	1,425.00	.00
21-100-10-53610-151-000 Social Security	23,641.00	.00	1,558.54	1,558.54	22,082.46	6.59
21-100-10-53610-153-000 Ret. Employer Share	20,861.00	.00	1,453.85	1,453.85	19,407.15	6.97
21-100-10-53610-154-000 Health Insurance	50,590.00	.00	5,016.28	5,016.28	45,573.72	9.92
21-100-10-53610-155-000 Life Insurance	276.00	.00	23.01	23.01	252.99	8.34
21-100-10-53610-210-002 Professional Services-SRV	9,500.00	.00	450.00	450.00	9,050.00	4.74
21-100-10-53610-210-003 Miscellaneous Fees	300.00	.00	.00	.00	300.00	.00
21-100-10-53610-225-000 Phone Service	576.00	.00	74.48	74.48	501.52	12.93
21-100-10-53610-242-000 Print Management	300.00	.00	.00	.00	300.00	.00
21-100-10-53610-307-000 Training	750.00	.00	200.00	200.00	550.00	26.67
21-100-10-53610-310-000 Office Supplies	650.00	.00	610.28	610.28	39.72	93.89
21-100-10-53610-312-000 Field Supplies	200.00	.00	.00	.00	200.00	.00
21-100-10-53610-320-000 Publications-BOA Public Hearing	750.00	.00	.00	.00	750.00	.00
21-100-10-53610-320-001 Publications-PZ Public Hearing	2,750.00	.00	.00	.00	2,750.00	.00
21-100-10-53610-321-000 Seminars	930.00	.00	.00	.00	930.00	.00
21-100-10-53610-324-000 Member Dues	100.00	.00	.00	.00	100.00	.00
21-100-10-53610-330-000 Travel	750.00	.00	.00	.00	750.00	.00
21-100-10-53610-352-000 Vehicle Maintenance	638.00	.00	.00	.00	638.00	.00
53610 Code Enforcement	423,987.00	.00	21,735.56	21,735.56	402,251.44	5.13
10 Land Use Planning and Zoning	423,987.00	.00	21,735.56	21,735.56	402,251.44	5.13

GREEN LAKE COUNTY

For 01/01/21 - 01/31/21

Revenue Summary Report

FJRES01A

Periods 01 - 01

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					
21-100-10-44400-000-000 Land Use Permits	40,000.00	1,700.00	1,700.00	38,300.00	4.25
21-100-10-44400-001-000 BOA Public Hearing	1,875.00	.00	.00	1,875.00	.00
21-100-10-44400-002-000 PZ Public Hearing	8,250.00	.00	.00	8,250.00	.00
21-100-10-44409-000-000 Non-Metallic Mining	15,300.00	4,100.00	4,100.00	11,200.00	26.80
21-100-10-44410-000-000 Sanitary Permits	26,000.00	915.00	915.00	25,085.00	3.52
21-100-10-45110-000-000 Fines & Forfeitures	.00	50.00	50.00	-50.00	.00
21-100-10-46131-002-000 Strategic Fund	10,000.00	.00	.00	10,000.00	.00
21-100-10-46762-000-000 Certified Survey Maps	6,500.00	165.00	165.00	6,335.00	2.54
21-100-10-47411-000-000 Interdepartment transfer/Land Records	25,000.00	.00	.00	25,000.00	.00
10 Land Use Planning and Zoning	132,925.00	6,930.00	6,930.00	125,995.00	5.21

Land Use Permits: 1/1/2021 - 1/31/2021

Permit Number	Parcel Number	Township	Site Address	Application Date	Issued Date	Owner Name	Estimated Cost	Permit Sub Type	Project_1 Type/SubType	Project_1 Description	Project_2 Type/SubType	Project_2 Description
Town of Berlin												
None												
Town of Brooklyn												
12773	004021040500	Brooklyn	N5458 SHORE DR	01/20/2021	01/20/2021	DARLENE HOLIK TRUST	\$75,000.00	Land Use	Additions / Alterations - Addition/Alteration to Principal Structure	"Tower" addition is 16'x16' added to upper level of principle structure. It will include an 8'x8' staircase and 8'x8' deck.		
Town of Green Lake												
12770	006012850000, 006012870000	Green Lake	N2954 N KEARLEY RD, N2944 N KEARLEY RD	01/05/2021	01/05/2021	DANIEL M & KELLY A BECK RADDATZ TRUST, TERENCE S & ARLEEN K BRUMIRSKI	\$50,000.00	Land Use	Accessory Structure - Detached Garage			
12771	006010590000	Green Lake	W 1312 SPRING GROVE RD	01/15/2021	01/15/2021	ZACHARY CARRIER	\$30,000.00	Land Use	Accessory Structure - Boathouse		Accessory Structure - Storage Buildings	She-Shed
12772	006016530000	Green Lake	N5175 FOREST GLEN BEACH RD	01/19/2021	01/19/2021	FRANK & TONI URSO LIVING TRUST	\$900,000.00	Land Use	Principle Structure	5 bedroom w/garage	Accessory Structure - Attached Deck/Patio	Screen Porch / Deck facing the water
Town of Kingston												
None												
Town of Mackford												
None												
Town of Manchester												
None												
Town of Marquette												
12774	014005310200	Marquette	W3675 COUNTY ROAD K	01/25/2021	01/25/2021	CURTIS FISHER	\$4,000.00	Land Use	Additions / Alterations - Addition/Alteration to Principal Structure	Three season screened in room		
Town of Princeton												
12775	016005110000	Princeton	N4397 NELSON RD	01/29/2021	01/29/2021	NEAL TATARELIS	\$85,000.00	Land Use	Accessory Structure - Attached Deck/Patio	Screen porch on North side of house	Additions / Alterations - Addition/Alteration to Principal Structure	Sunroom expansion from 16'x16' to 16'x21'
Town of Saint Marie												
None												
Town of Seneca												
None												

Total: \$1,229,000.00

Sanitary Permits: 1/1/2021 - 1/31/2021

Sanitary Permit	Parcel Number	Site Address	Owners	Date Issued	Permit Type	System Type	Plumber Name	Additional Explanation	Permit Fee \$ (County)	Permit Fee \$ (DSPS)
202124001	004005050100	N5944 LAKE STEEL ST	LAKE TIME STORAGE GL LLC	01/06/2021	New System	Holding Tank	Abel Plumbing	Office with 3 employees and a floor drain	355	100
202124002	014003560000	W6622 PUCKAWAY RD	PHILIP N & JANET L DELL REVOCABLE JOINT TRUST	01/06/2021	Replacement System	Mound	Daniel Pollesch	3 Bedrooms	280	100
202124003	016017640100	W5248 OAK TREE CT	JANELL SEMROW	01/06/2021	Replacement System	Conventional (Non-Pressurized In-Ground)	Daniel Egbert	4 Bedroom	280	100
202124004	006003200300	W1798 COUNTY ROAD B	MARY SCHARSCHMIDT	01/27/2021	New System	Conventional (Non-Pressurized In-Ground)	Jeremiah Storer	4 Bedroom House	280	100
Total:									1195	400

* There are additional properties associated with the permit

First Notice

Parcel Number	Site Address	Owner Name	Permit #	Violation Type	Violation Description	Violation Date
2007690000	N9666 WILDFLOWER LN	VAN BUREN KEITH A & VIKKI	12551	Junk	Update 2-25-21: Truck and most vehicles have been removed, However there is one car remaining and a new unlicensed car	11/20/2020
6005420200	N3047 E LITTLE GREEN RD	SARGENT REVOCABLE LIVING TRUST SANDRA LYNN	12525	Zoning	350-65 no LUP for new structure; Update 12/2020: Is scheduled to be removed by May 1 2021.	10/24/2019

Second Notice

Parcel Number	Site Address	Owner Name	Permit #	Violation Type	Violation Description	Violation Date
4003560000	No Address Available	EGBERT EXCAVATING INC	12225	Zoning	Update 12/15/20: Egbert working with surveyor to document filled areas as not significant and create the new CSM.	4/5/2018
12002620300	N1638 MADISON ST	SCHWANDT CHILDREN REAL ESTATE LLC	4127	Conversion	Update 2-25-21 One RV is left on the property	1/20/2020
14003500000	W6592 PUCKAWAY RD	SMITH WESLEY E	12443	Shoreland	Update 12-15-20: Waiting for owner to provide an elevation verification of the shed. Site inspection required for NOC letter. Original violation: Owners added a pea gravel patio at shore; violation of 338-37 vegetated buffer activities 338-40 land disturbing activities and 338-32 as patios are not exempt from 75ft setback;	8/22/2019

Corp Council

Parcel Number	Site Address	Owner Name	Permit #	Violation Type	Violation Description	Violation Date
16011960000	N4250 S LAKESHORE DR	SPICER ANDREW G & DORIS E	12744	Shoreland	Matt and Aaron used the Town of Princeton lake access to the west of the parcel 016-01196-0000 to get a view of the backyard. A patio was very visible and entirely within the 75' shoreland setback. Unable to get access to the property for measurements and size as the property owner was not present. Final notice was sent out 12/07/2020. Corp. Counsel is working on obtaining a special access warrant to aquire measurements of patio and proceed with violation.	10/29/2020

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	Working with Contractor
014002350000	W5621 PINE RD S	SCHULTZ NATHAN E		1969 POWTS Failure	Tank Failure	Working with Contractor
014008340000	W4052 COUNTY ROAD H	NOWATZSKI KATHY A		1424052 POWTS Failure	Tank Failure	Working with Contractor
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

GREEN LAKE COUNTY

Land Use Planning & Zoning Department



2020 ANNUAL DEPARTMENT REPORT

LAND USE PLANNING & ZONING DEPARTMENT

Staff Photo (From left to right):

Caleb Edwards – Land Use Specialist

Aaron Ogle – Land Use Specialist

Matt Kirkman – Director

Don Lenz - County Surveyor

Gerald Stanuch - GIS Specialist

Vacant – Administrative Assistant

Respectfully Submitted

February 19, 2021



Land Use Planning & Zoning Department

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

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

Land Development Code Enforcement County Surveyor GIS Land Information

2020 Annual Report

To the Honorable Board of Supervisors, Green Lake County:

Financials:

Please find attached the 2020 financial report for the Land Use Planning and Zoning Department. The activity of the Department's Land Development, Code Enforcement, County Surveyor, and Geographic Information Systems (GIS) offices are represented in chart format. Also see attached graphs for historical comparisons.

A few highlights from the attached report are, first and foremost, that the Department was able to exceed budget projections equaling 114%.

- This Department issued 37 more (200 vs 163) land use permits in 2020 than in 2019. An upward trend is present provided the economy opens up in 2021. Covid19 continues to create reasons to replace, modify or upgrade residential environments, but Covid19 also places barriers like materials costs, funding sources, and contractor availability.
- The Department issued 105 sanitary permits in 2020 which is 6 permits more than in 2019. The 105 sanitary permits issued represent a good year from a revenue perspective. I do see 2021 yielding a similar number as most of our installations are replacement systems and installers are still working through backlogs.
- Thanks to the Office of the Corporation Counsel, the Department's Fines and Forfeitures for 2020 yielded \$7,350 in revenue.
- Revenue from certified survey maps decreased in 2020 by \$1185 (down 14%).
- The only other account that fell short of budget was the P&Z Committee Public Hearing revenue account. Here we came in \$4,125 short of the 2020 budgeted amount of \$8,625. This decrease can be attributed to several months out of the year where public hearings were cancelled. Also to blame, was a public comfort level with attending meetings in person or electronically.

Overall, 2020 was a successful year from a revenue perspective.

Expenses for the Land Use Planning and Zoning Department fell below what was forecasted. Around 8% of the expense budget (\$36,106) was not spent in 2020. The main driver was that we had a retirement at the end of January and the position was not filled until June. Additionally, another staff member resigned in May and that vacancy was not filled until July. I do see expenses increasing as soon as the Department is fully staffed. Presently, we are working toward refilling the Department's Administrative Assistant position.

Department Activity:

In January of 2020, long-time Administrative Assistant Carole DeCramer retired. Carole's contributions to the Department were numerous. She kept track of all deadlines and made sure everything was on track to completion. This was a huge loss to the Department, but I believe

that the Department has weathered this storm. Not soon after Carole gave her notice, Land Use Specialist, Krista Kamke, who had been with the Department since 2016 gave her notice. She had been courted by one of the County's software vendors during the Covid19 "Safer at Home" order. Remaining Department staff had to shoulder an increased workload. I am very proud of my staff for stepping up to the challenge. It was extremely difficult, during the pandemic, to balance expected duties with the added duties, but staff persevered and our customers were well-served.

In June of 2020 Sue Kiener was hired as the Department's Administrative Assistant. After working in the position for 5 months, Sue accepted a position within the Register of Deeds Office. In response to this experience, the Department's Administrative Assistant job description was revised to add duties and responsibilities that will provide more connectivity with Department staff and ultimately with our customers. The vacancy should be filled during the winter to provide the new person some time to be trained before the construction season begins.

In July of 2020 Aaron Ogle was hired as a Land Use Specialist to replace Krista Kamke. Aaron Ogle has become a solid, dedicated, and reliable employee. Coupling the hiring of Aaron Ogle with the recent (June 2019) hire of Land Use Specialist Caleb Edwards, the Land Use Planning & Zoning Department is considerably more youthful, but I am extremely encouraged and proud of their work product so far. Despite a reduced staff presence for effectively half of 2020, there were some notable accomplishments:

- In February of 2020 the Committee began discussions related to a several zoning ordinance amendments. In August of 2020, these Ordinance amendments were adopted by the County Board.
- Also in February of 2020, the Committee discussed amending the Private Sewage Systems Ordinance. Also in August of 2020, these amendments were adopted by County Board.
- Several rezones from A-1, Farmland Preservation District to R-4, Rural Residential District were proposed in 2020. With the recent A-1 rezone criteria adopted into the County Zoning Ordinance (2017), rezones from A-1, Farmland Preservation district were quite difficult to qualify and make recommendations to County Board. The Committee agreed to use as a guide the soil capability classes described in the 1977 USDA publication "Soil Survey of Green Lake County, Wisconsin". With this guidance, property owners will have much more confidence in the Committee's and County Board's rezone decisions.
- The County Surveyor had identified several areas within the County's Land Division & Subdivision Ordinance that needed to be updated. In February of 2021, these updates were adopted.
- The City of Green Lake had asked the County if we could adopt a flood study relating to the upper Green Lake Dam. Once the Study was verified as a valid study, by the WDNR, the study was adopted into the Floodplain Zoning Ordinance also in February of 2021.

2021 Projects / Activity:

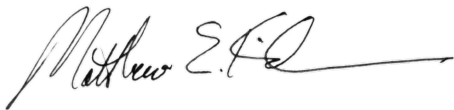
- The Department has to fill the Administrative Assistant vacancy. We have a solid training manual and plenty of highly valued duties waiting for the right person.

- As we implement the County’s land use ordinances, we find ordinance standards that contradict each other, are counterproductive, or require updating. I foresee a zoning ordinance amendment happening in 2021.
- Also, I would like to start a map amendment project focusing on the Town of Brooklyn, Green Lake, Mackford, Manchester and Marquette. There are many parcels in the County that are nonconforming to area or use standards that could be better utilized if they were placed in a compliant zoning district. This would be a huge project that would encompass a comprehensive plan, Farmland Preservation Plan, and Zoning Ordinance amendment.
- The Department has just gone live with a software module that will help administer and enforce the Non-metallic Mining Reclamation ordinance. With this software and aerial drone-assisted compliance inspections, Green Lake County will finally have a modern program.
- Finally, the Land Information Office is located within the Land Use Planning & Zoning Department. We are currently in the final year of the 2019 through 2021 Land Information Plan. This plan includes:
 - The project plan for re-monumentation of the County’s Public Land Survey System (PLSS) is 86% completed. The County currently has 1857 PLSS monument locations. Of these, 1,598 monuments have survey grade coordinates. There were 71 PLSS monuments set in 2020. At the present rate the project that began in 1970 is scheduled to be completed by the end of 2024.
 - The 2020 Orthoimagery update was completed in 2020. Non-metallic mining fees were used to differ some of the costs.
 - A street view GIS image layer was developed.
 - A drone / camera system was purchased and two drone pilots were certified.

Conclusion:

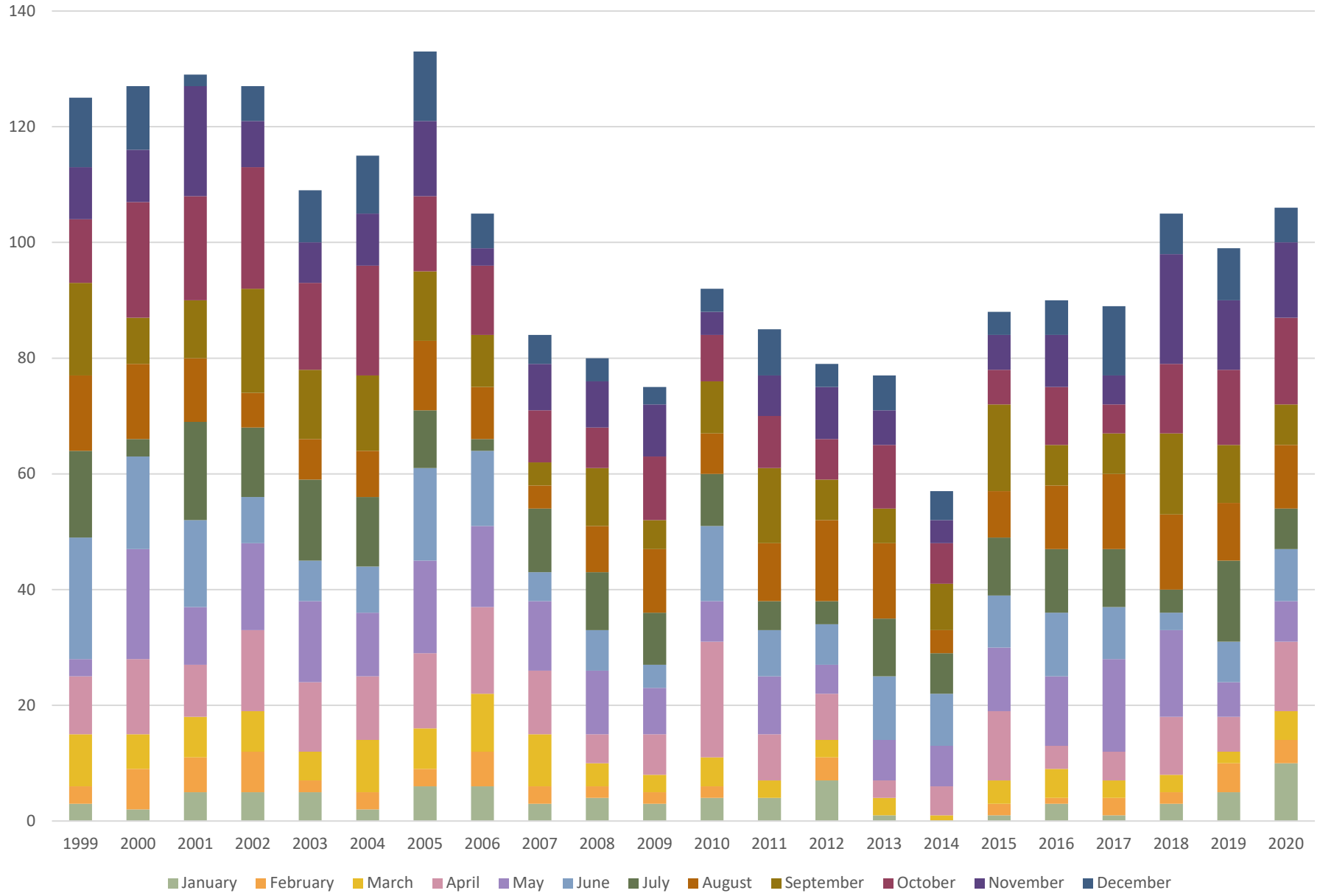
The Land Use Planning and Zoning Department endeavors to provide an exceptional level of customer service through personal interaction, quality informational resources, and a GIS site that is second to none. This Department looks forward to working with the Public, the Land Use Planning and Zoning Committee, all other committees, the County Administrator, and the County Board to represent and serve this amazing county.

Respectfully submitted to and accepted by the Land Use Planning & Zoning Committee on February 19, 2021.

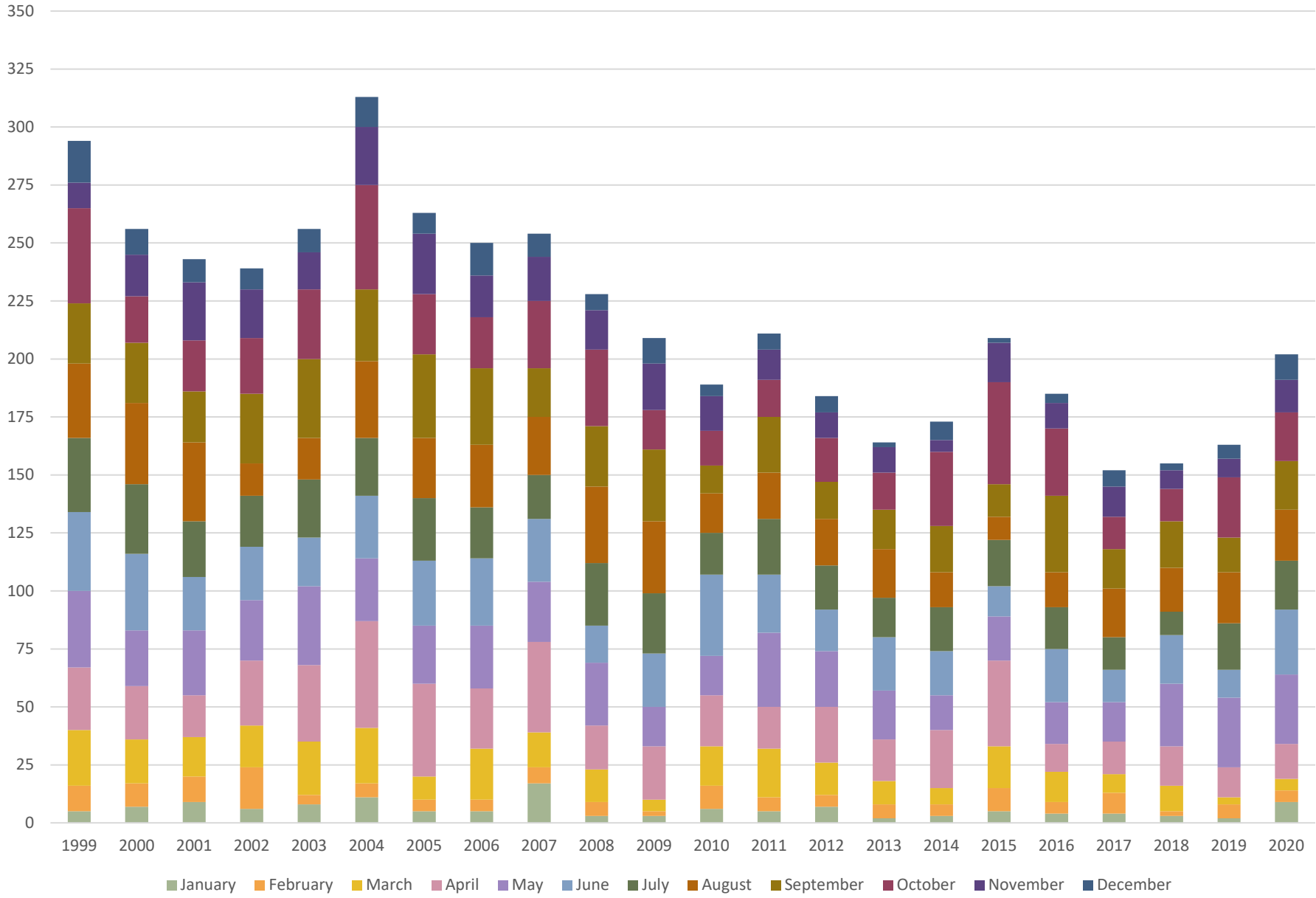


Matt E. Kirkman
Land Use Planning & Zoning Director

Sanitary Permit Numbers by Year



Land Use Permit Numbers by Year



GREEN LAKE COUNTY JOB DESCRIPTION

<u>TITLE:</u>	Land Use Coordinator
<u>DEPARTMENT:</u>	LAND USE, PLANNING, AND ZONING
<u>LOCATION:</u>	GOVERNMENT CENTER
<u>SUPERVISOR:</u>	LAND USE, PLANNING, AND ZONING DIRECTOR
<u>FLSA CLASSIFICATION:</u>	NON-EXEMPT

SUMMARY:

The Land Use Coordinator is the Department's front line customer service representative responsible for initial customer interaction and service, will satisfy basic customer inquiries, and will assist the Director, GIS, & Land Use Specialists with projects as assigned. Responsible for providing and coordinating all clerical/secretarial functions of the department and accounting tasks associated with the work of the Land Use, Planning, and Zoning department.

DUTIES AND RESPONSIBILITIES:

- Serves as the front line customer service representative addressing basic customer inquiries, whether in person or by phone, including intake of permit applications, public hearing requests and survey maps while coordinating with appropriate department staff to address more complex customer inquiries.
- Assists, as needed, with scheduling of department personnel and coordinates department activities ensuring all timelines are followed and all deadlines are met.
- Plans and coordinates meetings of the Land Use Planning and Zoning Committee and the Board of Adjustment, including the preparation and distribution of meeting agendas, public notices, assembling meeting packets, posting meetings on the website, Zoom or other electronic access, recording meetings and taking minutes.
- Serves as primary secretarial / clerical / accounting / purchasing support for the Department and the Director.
- Performs daily departmental budget activities including processing claims and deposits as well as updating the financial database.
- Coordinates the intake and flow of the survey review tracking process.
- Assists Land Use Specialists with electronic entry of historical permits as well as scanning, uploading, and attaching historical documents to existing permits.
- Assists the Land Use Specialists in administering the County's POWTS Maintenance Program, including generating maintenance reminders, violation notices, and tracking compliance.
- Oversees departmental filing system with an emphasis on development and maintenance of paperless document storage.

- Maintains inventories of standard forms, publications, and handout materials.
- Prepares various departmental reports as needed.
- With the departmental emphasis on succession planning, the Land Use Coordinator will strive to expand their knowledge base by serving as back-up support to other departmental staff for such tasks as processing permits, Board of Adjustment applications, Land Use Planning and Zoning Committee applications, Wisconsin Fund, and POWTS Maintenance. Opportunities for field work may arise at the discretion of the department director.
- Other duties as may be directed by the department director.

SKILLS AND ABILITIES:

- Basic everyday technology skills, including the ability to type with reasonable speed and accuracy, and fluency in Microsoft Word, Excel, Access, Power Point, and Outlook.
- Must have the ability to take the initiative and be a self-starter and be willing to work with little or no direct supervision.
- Must be tactful, courteous, helpful, and friendly demonstrating the ability to work cooperatively with other staff members and the general public.
- Ability to handle confidential information in a professional manner.
- Must have a working understanding of the organization, structure, and functionality of Land Use Ordinances.

QUALIFICATIONS:

EDUCATION: Associate's degree in office administration or similar program from a two-year technical college is minimum required.

EXPERIENCE / JOB KNOWLEDGE: A minimum of two years working experience in a zoning/land use administration and enforcement environment is preferred.

Any equivalent combination of education and training that provides the essential knowledge, skills, and activities will be considered.

WORKING CONDITIONS:

PHYSICAL DEMANDS: Over 75% of the time is spent sitting, hearing, using near vision, and low and medium fingering for typing. About 25% of the time may be spent talking, walking, reaching, and low handling, i.e. picking up files, etcetera. 10% of the time may be spent standing, stooping, climbing, low lifting and carrying, and low pushing/pulling. In unusual situations, kneeling, crouching, bending, twisting, reaching, feeling, low handling, high fingering, and medium lifting, carrying and pushing required.

ENVIRONMENTAL DEMANDS: At least 95% of the time is spent indoors; at the discretion of the department director some field work may be required. At least once a month this staff position is required to work past regularly scheduled work hours.

Management's assignment of essential functions is not designed to limit the manner in which duties may be accomplished. Management shall comply with all applicable workplace laws and shall communicate with any employee with a disability to determine the availability of a reasonable accommodation(s) to allow the employee to perform the essential functions of the job.

This is a public service position and the employee is required to be courteous, cooperative, and respectful at all times with the public and clients; also establish and maintain a courteous and cooperative and respectful working relationship with other employees, supervisors, and public officials.

This position description has been prepared to assist in defining job responsibilities, physical demands, working conditions, and needed skills. It is not intended as a complete list of job duties, responsibilities, and/or essential functions. This description is not intended to limit or modify the rights of any supervisor to assign, direct, and control the work of employees under supervision. The county retains and reserves any and all rights to change, modify, amend, add to or delete from, any section of this document as it deems, in its judgement, to be proper.

Green Lake County provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, or genetics. In addition to federal law requirements, Green Lake County complies with applicable state and local laws governing nondiscrimination in employment in every location in which the Green Lake County has facilities. This policy applies to all terms and conditions of employment.

02/2021

NOTICE OF PUBLIC HEARING

The Green Lake County Land Use Planning and Zoning Committee will hold a public hearing in County Board Room #0902 of the Green Lake County Government Center, 571 County Road A, Green Lake, WI, on Thursday, March 4, 2021, at 5:00 p.m. to consider the following requests:

Item I: Owners / Applicants: Thomas L. & Theresa D. Sobieski **Site Location:** N8161 State Road 49 **General legal description:** Parcel #002-00393-0000, Lands located in the SE1/4 of Section 21, Town 17 North, Range 13 East, Town of Berlin **Request:** Rezone 3 acres from A-1, Farmland Preservation District to R-4, Rural Residential District. To be identified by certified survey map.

Item II. Owner: KDR Woodworking, LLC **Applicant:** Kaleb Ranker **Site Location:** W1238 N. Lawson Dr. **General Legal Description:** Parcel 004-00312-0000, Part of lot 1 of CSM 173 located in the SW1/4 of Section 15, Town 16 North, Range 13 East, Town of Brooklyn. **Request:** Conditional use permit to expand a wood-working business including adding a sawmill use.

Item III: Owners / Applicants: James R. & Mary E. Scharschmidt **Site Location:** W1798 County Rd B **General legal description:** Parcel #006-00320-0300, Lands located in the SE1/4 of Section 17 and the NE1/4 of Section 20, Town 15 North, Range 13 East, Town of Green Lake **Request:** Rezone 12.5 acres from A-1, Farmland Preservation District to A-2, General Agriculture District. To be identified by certified survey map.

All interested persons wishing to be heard at the public hearing are invited to attend. For further detailed information concerning this notice and for information related to the outcome of public hearing items, contact the Green Lake County **Land Use Planning and Zoning Department** at (920) 294-4156.

Publish: February 18, 2021

SUMMARY NOTICE OF PUBLIC HEARING

The Land Use Planning and Zoning Committee of *Green Lake County* will hold a public hearing in #0902 of the Government Center, 571 County Road A, Green Lake, WI, on *Thursday, March 4, 2021, at 5:00 p.m.* to consider the following items:

Item I: Applicants: Thomas & Theresa Sobieski **Site:** N8161 State Road 49 **Request:** Rezone 3 acres from A-1, Farmland Preservation District to R-4, Rural Residential District.

Item II. Applicant: Kaleb Ranker **Site:** W1238 N. Lawson Dr. **Request:** Conditional use permit to expand a wood-working business including adding a sawmill use.

Item III: Applicants: James & Mary Scharschmidt **Site:** W1798 County Rd B **Request:** Rezone 12.5 acres from A-1, Farmland Preservation District to A-2, General Agriculture District.

On February 18, 2021 the full text of the Notice of Public Hearing was published in Berlin Journal Newspapers and is available for viewing at the Berlin Journal, at www.co.green-lake.wi.us, at www.wisconsinpublicnotice.org and the public meeting notices board at the Green Lake County Court Government Center.

Publish: February 25, 2021

LAND USE PLANNING AND ZONING COMMITTEE STAFF REPORT

PUBLIC HEARING

March 4, 2021

ITEM I: ZONING CHANGE

OWNER:

Thomas and Theresa Sobieski

APPLICANT:

Same

REQUEST: The applicant is requesting a zoning change from A-1, Farmland Preservation District to R-4, Rural Residential District, ±3.0 acres.

PARCEL NUMBER / LOCATION: The affected parcel number is 002-00393-0000, located in the SE ¼ of the SE ¼ of Section 21, T17N, R13E, Town of Berlin. The site proposed for zoning change is located at N8161 State Road 49.

EXISTING ZONING AND USES OF ADJACENT AREA: The current zoning of the subject parcel is A-1, Farmland Preservation District. It is located West of State Road 49 and Northwest of County Road AA. The lands surrounding this parcel are all zoned as A-1 and are mostly tilled, with row crops. The property is outside the jurisdiction of the Shoreland Zoning Ordinance and Floodplain Zoning Ordinance.

ADDITIONAL INFORMATION / ANALYSIS:

The newly proposed ±3.0 acre parcel would contain the existing house. Currently the proposed parcel is mainly used as a residential property with some agricultural use on its western half. The owner also states that the existing house was built on a gravel knoll which is not good for farmland. It was found through contour data that around the existing house there are slopes up to 20%. The owner also states that there is a 48" culvert which brings water from the east and cuts through the yard.

The **Soil Survey of Green Lake County** has grouped soil types based on their ability to grow crops, and takes into account the damage that could result when these soils are used. There are eight capability classes that indicate the amount of limitations that a soil has. All three soils on this property fall under soil type III which are defined as soils having severe limitations that reduce the choice of plants, require special conservation practices, or both. The limitations with the soils on this property are related to a risk of erosion, the need for irrigation or the need for the soils to be drained. *See soil analysis below:*

There are three types of soils on the property. The first type is Boyer loamy fine sand, 1 to 6 percent slopes (BpB) which occupies ±1.17 acres of the proposed property. This soil has slow runoff and a slight erosion hazard, but is susceptible to soil blowing. All farm crops and most vegetable crops can be grown on this type of soil as long as it is irrigated, fertilized, and properly managed. The second type is Boyer loamy fine sand, 6 to 12 percent slopes (BpC2) which occupies ±1.02 acres of the proposed property. This soil type is the same as the BpB soils but with a higher risk of erosion and sever risk of runoff due to steeper slopes. The third type of soil is Houghton muck, 0 to 2 percent slopes

which occupies ±0.81 acres. These soils are better suited to wetland habitat as they have very low runoff, but are more likely to pond during wet seasons or after rain events.

STATUTORY CRITERIA PER 91.48(1): Land may be rezoned out of a farmland preservation zoning district if all of the following are found after public hearing: **(Staff comments in bold)**

- a) The land is better suited for a use not allowed in the farmland preservation zoning district. **When considering the gravel knoll and the over 2 acres of marginal soils for agriculture and the level of soil management that would have to be engaged to produce a crop on the remaining acre of type III soils (BpB), agricultural production on these lands is not economical. Alternative uses like new non-farm residential as well as light agricultural uses are better suited to these lands.**
- b) The rezoning is consistent with any applicable comprehensive plan. **The proposed rezone is consistent with the county's comprehensive plan as it upholds the goals and objectives, most prominently the goal to preserve the rural characteristic of the county. Section 350-41 of the County Zoning Ordinance states that the R-4 district is intended to provide for limited rural residential use development, require a large residential land area to maintain the rural character, and to accommodate uses that are not urban in nature. Had the request been for the Single-family Residence District, with its higher density, land use conflicts, access to services conflicts, the request would be inconsistent with the Comp. plan.**
- c) The rezoning is substantially consistent with the county certified farmland preservation plan. **The overall goal of the county certified Farmland Preservation Plan is to maintain the integrity and viability of county agriculture...without damaging the economic and social environment or the natural resources..." Due to R-4's uses being complimentary and not in conflict with agricultural lands and uses, it is staff's belief that the request does not negatively impact the integrity or viability of county agriculture and is, therefore, substantially consistent with the county's certified Farmland Preservation Plan.**
- d) The rezoning will not substantially impair or limit current or future agricultural use of the surrounding parcels of land that are zoned for or are legally restricted to agricultural use. **The R-4, Rural Residential District is intended to provide for limited rural residential use development, but also require a larger area to maintain the rural character and to accommodate uses like light agriculture. The R-4 district is intended not to impair or limit future agricultural use of surrounding parcels.**

TOWN OF BERLIN: The Town did not object to and approved of the rezone request.

TOWN BOARD ACTION

REZONE

Dear Land Use Planning and Zoning Committee:

Please be advised that the Town Board of Berlin, County of Green Lake, took the following action on –
(Date) Feb. 15, 2021.

Owner/Applicant: Sobieski, Thomas L. & Theresa D.

Site Location: N8161 State Highway 49

General legal description: Parcel #002-00393-0000, described as the South 53 1/3 rods of the SE1/4 of the SE1/4 of Section 21, Town 17 North, Range 13 East, Town of Berlin, 3 acres. **Request:** Rezone 3 acres from A-1, Farmland Preservation District to R-4, Rural Residence District. To be identified by certified survey map.

Planned public hearing date for the above requests: March 4, 2021

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:

Branda Muxelby
Town Representative

2/15/2021
Date Signed

NOTES: _____

Please return this form to the Land Use Planning & Zoning Office by: February 12, 2021

Please type or use black ink

Return to: Green Lake County
Planning & Zoning Department
571 County Road A
Green Lake, WI 54941

GENERAL APPLICATION

Fee 375.00 (not refundable)

Date 10-27-20

Zone Change from A1 to R4

Conditional Use Permit for _____

Other _____

PROPERTY OWNER / APPLICANT

Name Thomas L. & Theresa D. Sobieski

Mailing Address N8161 State Road 49, Berlin, WI 54923

Phone Number 920-290-2012

Signature [Signature] Date 10-27-20

AGENT IF OTHER THAN OWNER

Name _____

Mailing Address _____

Phone Number _____

Signature _____ Date _____

PROPERTY INFORMATION

Town of Berlin Parcel Number 002003930000 Acres 26.660

Lot _____ Block _____ Subdivision _____

Section 21 Town T17 North Range 13 East

Location of Property 3 miles South of Berlin on Hwy 49 - West Side

Legal Description S 5 3 1/2 R OF THE SE 1/4 OF THE SE 1/4 SEC 21 SUR TO HWY R/W V 142 P15

Current Zoning Classification A1 Current Use of Property Residence & Farmland

Detailed Description of Proposed Use 3 Acre Parcel for Residence
23.660 for Farmland

The 3 Acre parcel is very poor farmland. The site is a gravel well that we did not farm before we built our home in 1996. A 48" Culvert brings water from the East through a waterway that cuts across our yard.

PLEASE PROVIDE A DETAILED SITE PLAN WITH THE APPLICATION

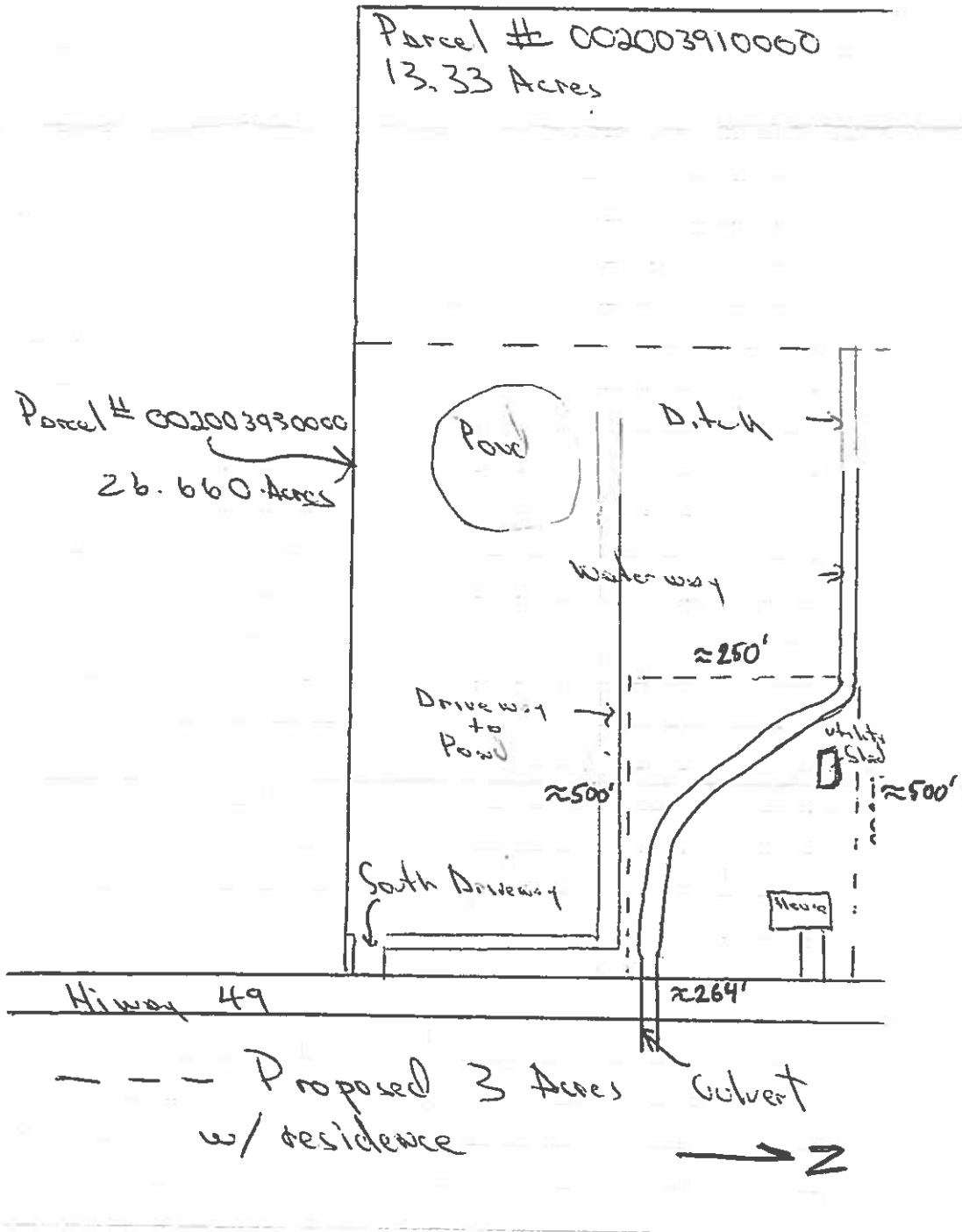
Fees: Zone Change \$375
Conditional Use Permit \$375.00
Variance \$375.00
Special Exception \$375.00

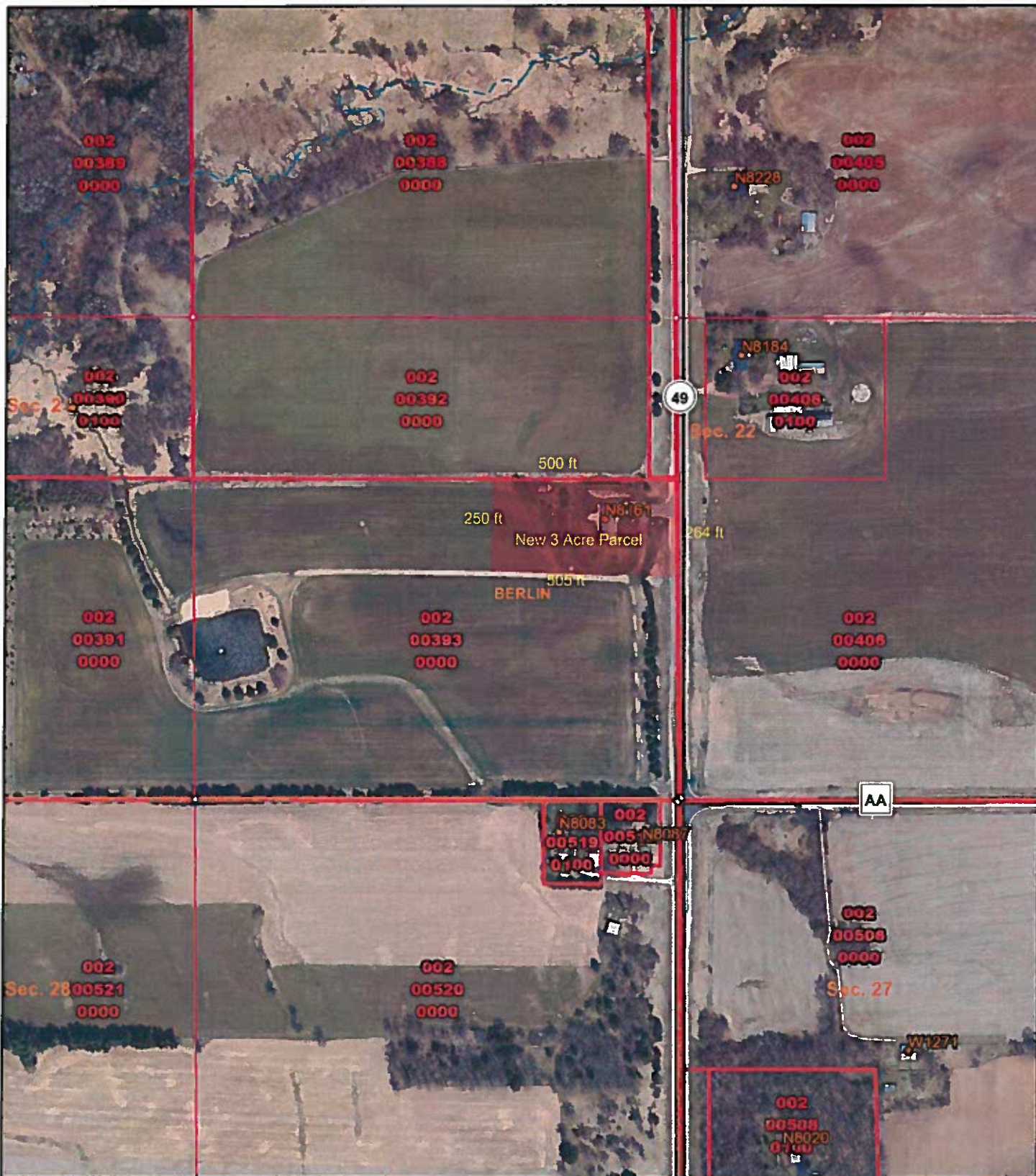
Residence will be sold off.
Balance of Property will be
retained by Family.
Tom Sobieski - Age 76
Theresa Sobieski Age 76

PZP-010 (04/09)



Post Office Box 781 HWY. F (Redford Blvd) & JJ
Waukesha, WI 53187
(262) 524-1850 1-800-472-3820 Fax (262) 524-1890





Green Lake County

1 inch = 381 feet

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

GIS Viewer Map

Green Lake County, WI

Note:

Time: 12:05:53 PM
 Date: 12/22/2020



Land Use Planning and Zoning Committee Staff Report

Public Hearing

March 4, 2021

Item II: Conditional Use Permit (CUP)

Owners:

KDR Woodworking

Applicant:

Kaleb Ranker

Request: The owners/applicant are requesting a conditional use permit to operate a sawmill and expand the existing woodworking shop as well as use a shipping container for temporary storage until the addition to the woodshop is complete.

Parcel Number/ Location: The request affects parcel 004-00312-0000 (±2.0 acres) located in the NW ¼ of the SW ¼ of Section 15, T16N, R13E, Town of Brooklyn. The site address is W1238 N Lawson Dr.

Existing Zoning and Uses of Adjacent Area: The subject sites are currently zoned as I-Industrial District. Neighboring properties to the north and northwest are also zoned I-Industrial. Neighboring properties to the south and the east are zoned as C2- Extensive Commercial district. There are some properties to the northeast zoned as A2- General Agriculture district.

General zoning and shore land zoning will be associated with the parcel referenced above, this parcel does not fall under jurisdiction of floodplain zoning.

Additional Information/Analysis: This site has been used industrially for at least 30 years. There is one house on the property, a pole shed which is used as a woodworking shop, and a storage building has a land use permit but has not yet been constructed.

The owner/applicant is requesting a conditional use permit to operate a sawmill as well as a building expansion on the pre-existing wood shop. The sawmill that the owner proposes will run Monday- Saturday from 8:00 AM to 5:00 PM and will be used to cut hardwoods for furniture that is made at the woodshop. The sawmill is specialized in creating “live edge” cuts for tables and counter tops. The owner would also sell lumber that they cut on site as well. The saw itself reaches 80 Decibels when it is running.

The Woodshop addition would be 60’x30’ and would be used for dry storage of lumber and to allow for more room within the woodworking shop to provide wood-working services. These services include, custom cabinets for kitchens, baths, and closets, indoor and outdoor furniture, specialty wood-working projects, and furniture repair and refinishing.

On February 19, 2021, the Board of Adjustment approved a variance for KDR Woodworking, LLC to construct a 30ft x 60ft woodshop addition to be located no closer than 12ft to the State Highway right-of way. That variance was conditioned upon the Planning & Zoning Committee approving the CUP to allow for the woodworking shop addition.

It is important that the Committee maintain the purpose and intent of the County Zoning Ordinance when reviewing and approving a request of this nature. The following criteria are to be used by the Committee when making conditional use permit decisions:

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 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. Hours of operation / manufacturing shall occur between 6:00am and 6:00pm Monday thru Saturday.
3. If on-site lighting is proposed, only the subject sites shall be illuminated, and the lighting shall occur with no direct glare affecting adjoining properties or adjacent traffic.
4. All lumber, materials, furniture and other equipment shall be stocked, piled, or stored in a building. No waste materials from the, residential use, woodworking shop or the sawmill shall be stacked, piled or strewn about on the subject site.
5. All of the conditions of the February 19, 2021 Board of Adjustment variance be met.

Fee Received (Non-Refundable) 375

Date 12-28-20

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 Kaleb Ranker
Mailing Address W1238 N Lawson dr Green Lake WI 54941
Phone Number 920-229-9663 Email KalebRanker@gmail.com
Signature Kaleb Ranker Date 12/28/2020

AGENT IF OTHER THAN OWNER

Name _____
Mailing Address _____
Phone Number _____ Email _____
Signature _____ Date _____

PROPERTY INFORMATION

Town of Brooklyn Location of Property W1238 N Lawson Dr.
Section 15 Town 16 N Range 13 E
Affected Parcel Number(s) 00400312000 Affected Acres _____
Subdivision _____ Lot _____ Block _____
CSM 173 Lot 1 or COS _____
Legal Description _____

Current Zoning Classification Industrial

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

Home, woodworking shop, woodworking store

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? Continue use of home & woodshop. We will be adding a sawmill to the business to cut our own lumber for the wood shop and to sell lumber in the storefront

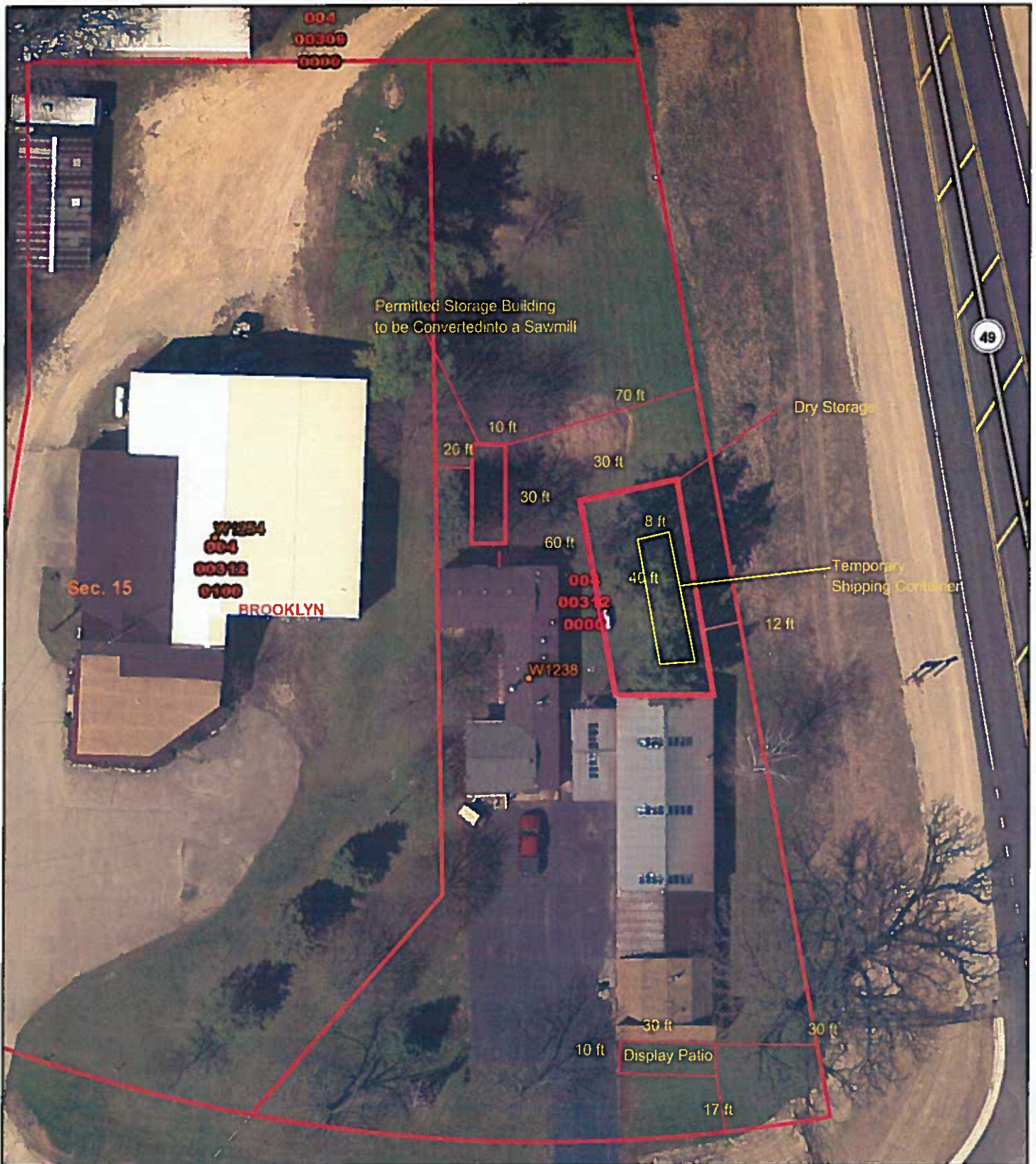
If this application is for a use that will be contained to a part of the parcel, specify the exact dimensions of the affected area. _____

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

Sawmill would be used between hours of 8am - 5pm Monday - Saturday We will be sawing only select hardwoods for furniture we build in the shop and slabs to sell in store for customers. This is something that will offer a unique place for Green Lake Co. residents to have trees that were cut on their own property reused into a beautiful piece of their home. Having the sawmill will help us grow the business and offer more job opportunities here in Green Lake Co. This property has been a woodshop for the past 30 years we are simply expanding the abilities that our shop has to offer. The sawmill that we have is not a production style machine like a giant Lumber company. It specializes in wide slab cutting for live edge tables and countertops. Being that we are located in an Industrial park there should be no negative impact on the public. When the saw is running it is only at 80 D.B.



Green Lake County

Not to Scale

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

GIS Viewer Map
 Green Lake County, WI

Time: 12:09:06 PM
 Date: 9/9/2020

Note:



LAND USE PLANNING AND ZONING COMMITTEE STAFF REPORT

PUBLIC HEARING

March 4, 2021

ITEM III: ZONING CHANGE

OWNER:

James & Mary Scharschmidt

APPLICANT:

Same

REQUEST: The applicant is requesting a zoning change for ±12.5 acres from A-1, Farmland Preservation District to A-2, General Agriculture District.

PARCEL NUMBER / LOCATION: The affected parcel number is 006-00320-0300, located in the SE quarter of Section 17 and NE ¼ of Section 20, T15N, R13E, Town of Green Lake. The site proposed for zoning change is located at W1798 County Road B.

EXISTING ZONING AND USES OF ADJACENT AREA: The current zoning of the parcel subject to this request is A-1, Farmland Preservation District. The lands surrounding the subject parcel are also zoned as A-1, Farmland Preservation District.

Just shy of about 50% of the subject parcel falls under the jurisdiction of the Shoreland Zoning Ordinance and has inventoried wetlands mapped but does not fall under floodplain zoning.

ADDITIONAL INFORMATION / ANALYSIS:

The ±12.5 acre parcel would have a single family dwelling constructed as indicated on the preliminary site plan supplied by James Scharschmidt. Currently the subject parcel is being used as follows: The western half consists of woods with Roy Creek running through the northern portion of the western half. The eastern half consists of approximately 1/3 woods, 1/3 cropland, and 1/3 uncultivated grass transition zone between the woods and agriculture.

The **Soil Survey of Green Lake County, Wisconsin** has grouped soil types based on their ability to grow crops, and takes into account the damage that could be caused when these soils are used. There are eight capability classes that indicate the amount of limitations that a soil has, class I being the best and class VIII being the worst. The soils on this property fall between class II which is defined as “soils have moderate limitations that reduce the choice of plants or that require moderate conservation practices” and class VIII which is defined as “soils and landforms have limitations that preclude their use for commercial plants and restrict their use to recreation, wildlife habitat, or water supply, or to esthetic purposes.” Typically soils with a class III or above have a better use outside of agriculture. Over approximately 75% of the proposed parcel is a class III soil or higher. *See soil details below:*

*There are seven types of soils on the property. Rock land and Ritchey soils (RkE), 6 to 45 percent slopes occupy approximately 30% of the parcel. According to **Soil Survey of Green Lake County, Wisconsin** this soil is not suitable for cultivation because of rock fragments and bedrock outcrops with a hazard of erosion that is moderate to very severe. Ritchey silt loam (RhC2), 6 to 12 percent slopes occupy approximately 21% of the parcel. This soil type with proper management can be used for most of the farm crops commonly grown in the county with the hazard of erosion being moderate. LeRoy silt loam (LrD2), 12 to 20 percent slopes occupy approximately 15% of the parcel. Runoff is rapid and the hazard of erosion is severe. St. Charles*

silt loam (ScC2), 6 to 12 percent slopes occupy approximately 14% of the parcel. With proper management this soil type is suited to all the farm crops commonly grown in the county. The remaining soil types make up only 20% of the parcel.

STATUTORY CRITERIA PER 91.48(1): Land may be rezoned out of a farmland preservation zoning district if all of the following are found after public hearing: **(Staff comments in bold)**

- a) The land is better suited for a use not allowed in the farmland preservation zoning district. **Over 75% of the subject parcel consists of sub-marginal soils for agricultural production. The absence of agriculture would benefit Roy Creek from erosion as well as runoff of pollutants. The A-2, General Agriculture District zoning would still allow for light agricultural uses allowing this property to still be used agriculturally and allow for a new non-farm residence.**
- b) The rezoning is consistent with any applicable comprehensive plan. **The proposed rezone is consistent with the county's comprehensive plan as it upholds the goals and objectives, most prominently the goal to preserve the rural characteristic of the county. Section 350-28 of the County Zoning Ordinance states that the A-2 district is intended to preserve and enhance land for agriculture uses and a permitted use is a non-farm single family dwelling. Had the request been for R-1, Single-family Residence District, with its associated higher density and land use conflict, as well as access to services conflicts, that request would be inconsistent with the comprehensive plan.**
- c) The rezoning is substantially consistent with the county certified farmland preservation plan. **The overall goal of the county certified Farmland Preservation Plan is to maintain the integrity and viability of county agriculture...without damaging the economic and social environment or the natural resources..." Due to A-2's uses being complimentary and not in conflict with agricultural lands and uses, it is staff's belief that the request does not negatively impact the integrity or viability of county agriculture and is, therefore, substantially consistent with the county's certified Farmland Preservation Plan.**
- d) The rezoning will not substantially impair or limit current or future agricultural use of the surrounding parcels of land that are zoned for or are legally restricted to agricultural use. **The A-2, General Agriculture District is intended to provide for limited rural residential use development, but also be consistent with agricultural uses. A-2 also allows for a broader range of permitted and conditional uses for land that may be not be perfectly or even rather good for agriculture like this parcel. The A-2 district is intended not to impair or limit future agricultural use of surrounding parcels.**

TOWN OF GREEN LAKE: The Town did not object to and approved of the rezone request.

TOWN BOARD ACTION
REZONE

Dear Land Use Planning and Zoning Committee:

Please be advised that the Town Board of Green Lake, County of Green Lake, took the following action on –
(Date) 2-1-2021.

Owner/Applicant: Scharschmidt, James R. & Mary E.

Site Location: W1728 County Road B

General legal description: Parcel #006-00320-0300, metes and bounds described lands located in the SE1/4 of Section 17 and the NE1/4 of Section 20, Town 15 North, Range 13 East, Town of Green Lake, ±12.5 acres.

Request: Rezone ±12.5 acres from A-1, Farmland Preservation District to A-2, General Agriculture District. To be identified by certified survey map.

Planned public hearing date for the above requests: March 4, 2021

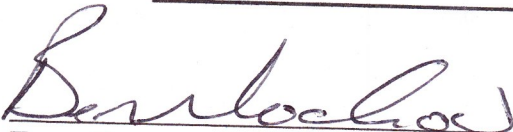
Town Does Not object to and Approves of request

No action taken

Objects to and requests denial of request

NOTE: If denial – please enclose Town Resolution of denial

- Reason(s) for objection:



Town Representative

2-1-2021

Date Signed

NOTES: _____

Please return this form to the Land Use Planning & Zoning Office by: February 12, 2021

Please type or use black ink

Return to: Green Lake County
Planning & Zoning Department
571 County Road A
Green Lake, WI 54941
(920) 294-4156

GENERAL APPLICATION

Fee \$375.00 (not refundable) Date 12-30-2020
Zone Change from A-1 to A-2
Conditional Use Permit for —
Other —

PROPERTY OWNER / APPLICANT (1)

Name James R. Scharschmidt and Mary E. Scharschmidt
Mailing Address W1725 County Rd B Markesan WI 53946
Phone Number (920) 295-2538
Signature [Signature] Date 12/30/2020

PROPERTY OWNER / APPLICANT (2)

Name _____
Mailing Address _____
Phone Number _____
Signature _____ Date _____

PROPERTY INFORMATION

Town of Green Lake Parcel Number(s) 006-00320-0300
Acres 12.5a Lot — Block — Subdivision —
Section 17 Town 15 North Range 13 East
Location of Property W1788 County Rd B
Legal Description see attached

Current Zoning Classification A-1 Current Use of Property Woods, Rec, Ag, Wetland w/ Stream "Roy Creek"
Detailed Description of Proposed Use Build a single-family dwelling on this property

PLEASE PROVIDE A DETAILED SITE PLAN WITH THE APPLICATION

Fees: Zone Change \$375.00
Conditional Use Permit \$375.00
Special Exception \$375.00
Variance/Appeal \$375.00

**SCHARSCHMIDT COMBINING LOTS
LEGAL DESCRIPTION**

Part of 006-00361-0000 & part of 006-00364-0000

Land located in part of the Northeast 1/4 of the Northeast 1/4 and in part of the Southeast 1/4 of the Northeast 1/4 of Section 20 and in part of the Southeast 1/4 of the Southeast 1/4 and in part of the Southwest 1/4 of the Southeast 1/4 of Section 17, all in Township 15 North, Range 13 East, Town of Green Lake, Green Lake County, Wisconsin being more particularly described as follows: Commencing at the East ¼ corner of said Section 20; thence South 89°29'57" West along the south line of the Northeast ¼ of said Section 20, 1269.55 to the Place of Beginning of Lands herein after described; thence continue South 89°29'57" West along said south line, 66.0 feet; thence North 01°07'18" West, 2640.67 feet to a point on the north line of the Northeast ¼ of said Section 20, (also being the south line of the Southeast ¼ of said Section 17); North 89°58'03" West along said south line, 338.52 feet; thence North 00°43'41" West, 660.00 feet; thence South 89°58'03" East, 825.10 feet; thence South 00°43'41" East, 660.00 feet to a point on the north line of the Northeast ¼ of said Section 20, (also being the south line of the Southeast ¼ of the Section 17); thence North 89°58'03" West along said north and south lines, 420.58 feet; thence South 01°07'19" East, 2640.06 feet to the Place of Beginning. Containing 16.5004 acres (718,759 sq. ft.). Being subject to County Trunk Highway "B" right-of-way along the southerly 33 feet thereof. Being subject to all easements and restrictions of record.

006-00319-0000 & part of 006-00320-0000

Land located in part of the Northeast 1/4 of the Northeast 1/4 and in part of the Southeast 1/4 of the Northeast 1/4 of Section 20 and in part of the Southeast 1/4 of the Southeast 1/4 and in part of the Southwest 1/4 of the Southeast 1/4 of Section 17, all in Township 15 North, Range 13 East, Town of Green Lake, Green Lake County, Wisconsin being more particularly described as follows: Commencing at the Southeast corner of said Section 17; thence North 89°58'03" West along the south line of the Southeast 1/4 of said Section 17, (also being north line of the Northeast 1/4 of said Section 20), 857.81 to the Place of Beginning of Lands herein after described; thence continue North 89°58'03" West along said south line, 825.10 feet; thence North 00°43'41" West, 660.00 feet; thence South 89°58'03" East, 825.10 feet; thence South 00°43'41" East, 660.00 feet to the Place of Beginning. Containing 12.5004 acres (544,518 sq. ft.). Being subject to all easements and restrictions of record.

All lands described in this document shall be considered to be combined into one land area for the purposes of real property listing, assessment, taxation and land use regulations. Separation or division of this land area shall only occur in compliance with the applicable Green Lake County ordinances and regulations affecting the combined land area.

This instrument is intended to combine the legal description and is not a conveyance per s 77.21(1), Stats. and is exempt from fee and return.

CERTIFICATE OF SURVEY

DESCRIPTION OF LANDS LOCATED IN PART OF THE NORTHEAST ¼ OF THE NORTHEAST ¼ AND IN PART OF THE SOUTHEAST ¼ OF THE NORTHEAST ¼ OF SECTION 20 AND IN PART OF THE SOUTHEAST ¼ OF THE SOUTHWEST ¼ AND IN PART OF THE SOUTHWEST ¼ OF THE SOUTHWEST ¼ OF SECTION 17, ALL IN TOWNSHIP 15 NORTH, RANGE 13 EAST, TOWN OF GREEN LAKE, GREEN LAKE COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE:

I, Donald W. Lenz, Professional Land Surveyor for the State of Wisconsin, hereby certify that I have in the order of James Scharschmidt as representative for Richard and John A. Scharschmidt and Lemke Green Lake LLC, as owner thereof, surveyed lands located in part of the Northeast ¼ of the Northeast ¼ and in part of the Southeast ¼ of the Northeast ¼ of Section 20 and in part of the Southeast ¼ of the Southwest ¼ and in part of the Southwest ¼ of the Southwest ¼ of Section 17, all in Township 15 North, Range 13 East, Town of Green Lake, Green Lake County, Wisconsin being more particularly described as follows:

PARCEL I
Commencing at the East ¼ corner of said Section 20; thence South 89°-29'-37" West along the south line of the Northeast ¼ of said Section 20, 1269.55 to the Place of Beginning of Lands hereinafter described; thence continue South 89°-29'-37" West along said south line, 66.00 feet; thence North 01°-07'-18" West, 2640.67 feet to a point on the north line of the Northeast ¼ of said Section 20, (also being the south line of the Southwest ¼ of said Section 17); thence South 89°-58'-03" East along the north line of the Northeast ¼ of said Section 20 and north line of the Southwest ¼ of said Section 17, 66.00 feet; thence South 01°-07'-19" East, 2640.06 feet to the Place of Beginning. Containing 4.0000 acres (174,241 sq. ft.). Being subject to County Trunk Highway "B" right-of-way along the southerly 33 feet thereof. Being subject to all encumbrances and restrictions of record.

PARCEL II
Commencing at the Southeast corner of said Section 17; thence North 89°-58'-03" West along the south line of the Southwest ¼ of said Section 17, (also being south line of the Northeast ¼ of said Section 20), 857.81 to the Place of Beginning of Lands hereinafter described; thence continue North 89°-58'-03" West along said south line, 825.10 feet; thence North 00°-43'-41" West, 660.00 feet; thence South 89°-58'-03" East, 825.10 feet; thence South 00°-43'-41" East, 660.00 feet to the Place of Beginning. Containing 12.5004 acres (544,518 sq. ft.). Being subject to all encumbrances and restrictions of record.

PARCEL I AND PARCEL II COMBINED
Commencing at the East ¼ corner of said Section 20; thence South 89°-29'-37" West along the south line of the Northeast ¼ of said Section 20, 1269.55 to the Place of Beginning of Lands hereinafter described; thence continue South 89°-29'-37" West along said south line, 66.00 feet; thence North 01°-07'-18" West, 2640.67 feet to a point on the north line of the Northeast ¼ of said Section 20, (also being the south line of the Southwest ¼ of said Section 17); thence South 89°-58'-03" East along the north line of the Northeast ¼ of said Section 20 and north line of the Southwest ¼ of said Section 17, 66.00 feet; thence South 00°-43'-41" East, 660.00 feet to a point on the north line of the Northeast ¼ of said Section 20, (also being the south line of the Southwest ¼ of said Section 17); thence North 89°-58'-03" West along said north and south lines, 420.58 feet; thence South 01°-07'-19" East, 2640.06 feet to the Place of Beginning. Containing 16.5004 acres (711,759 sq. ft.). Being subject to County Trunk Highway "B" right-of-way along the southerly 33 feet thereof. Being subject to all encumbrances and restrictions of record.

I further certify that I have surveyed the property described herein, and that the map shown on this Certificate of Survey is a true representation thereof to the best of my knowledge and belief. This survey is made for the use of the present owners of the property, also for those who purchase, mortgage, or guarantee the title therein, as of the date hereon.

I further certify that each survey is a correct representation of all exterior boundaries of the land surveyed and the map made thereof, and that I have fully complied with the provisions of Chapter A-E 7 of the Wisconsin Administrative Code and the Wisconsin State Statutes in surveying and mapping the same.

GREEN LAKE SURVEYING COMPANY
Green Lake, Wisconsin
Donald W. Lenz
DONALD W. LENZ, P.L.S. No. S-2005
Dated this 6th day of October, 2020.



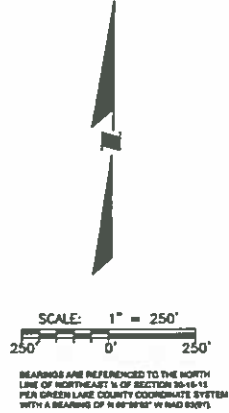
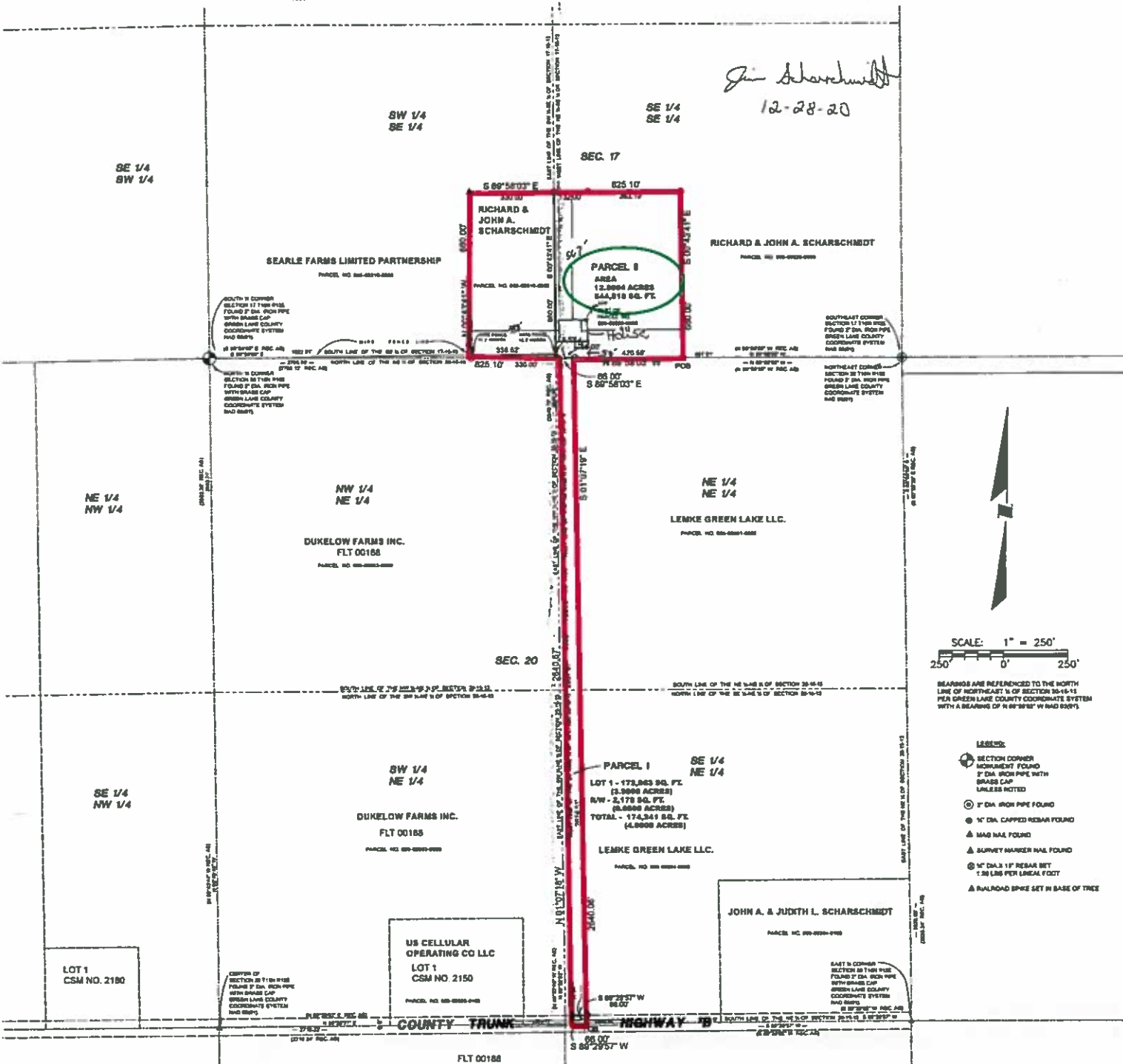
OWNER(S)
RICHARD & JOHN A. SCHARSCHMIDT
P.O. BOX 112
RIPON, WI 54971-0112

OWNER(S)
LEMKE GREEN LAKE LLC
18429 N GRANVILLE RD
MEQUON, WI 53097



GREEN LAKE SURVEYING COMPANY
P.O. BOX 131
Green Lake, Wisconsin 54941
Phone: (920) 294-6666
survey@greenlakesurveyingcompany.com
www.greenlakesurveyingcompany.com

Jim Scharschmidt
12-28-20



- LEGEND:**
- ⊕ SECTION CORNER MONUMENT FOUND 2" DIA. IRON PIPE WITH BRASS CAP (LEASIS NOTED)
 - ⊙ 2" DIA. IRON PIPE FOUND
 - ⊙ 1" DIA. CAPPED REBAR FOUND
 - ▲ MAG. NAIL FOUND
 - ▲ SURVEY MARKER NAIL FOUND
 - ⊙ 1/2" DIA. 1" REBAR NET 1.50 LBS PER LINEAL FOOT
 - ▲ RAILROAD BIKE SET IN BASE OF TREE