

**GREEN LAKE COUNTY  
LAND USE PLANNING AND ZONING  
COMMITTEE MEETING MINUTES  
Thursday, March 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,**

Absent: **None**

Also Present: **Matt Kirkman,** Land Use Planning and Zoning Director  
**Liz Otto,** County Clerk  
**Dawn Klockow,** Corporation Counsel (Zoom)

**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**

P&Z Director Matt Kirkman gave an update on the January expenses and revenues.

**b. Permits**

Matt Kirkman stated there were 5 land use permits and 4 sanitary permits issued in January.

**c. Violations**

Matt Kirkman updated the committee regarding 6 land use violations with one citation issued. There are also 2 sanitary violations with no response as of today's date.

**ANNUAL REPORT**

Matt Kirkman summarized the 2020 annual report.

*Motion/second (Boutwell/Buss)* to accept the annual report and forward to County Board. Motion carried with no negative vote.

**STAFF UPDATE – ADMINISTRATIVE ASSISTANT**

Matt Kirkman presented stated the Administrative Assistant position is being updated to Land Use Coordinator. The position has been advertised.

*Motion/second (Boutwell/Buss)* to recess at 4:46 PM. Motion carried with no negative vote.

*Motion/second (Buss/Boutwell)* to reconvene at 5:00 PM for the Public Hearing. Motion carried with no negative vote.

## **PUBLIC HEARING – 5:00 PM**

Chair Talma read the rules for the Public Hearing

- Applicant: Thomas L. & Theresa D. Sobieski  
Site Locations: 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

Chair Talma called for public input – no comments.

Chair Talma closed the Public Hearing.

Matt Kirkman presented Staff Comments. All criteria for rezone has been met and the Town of Berlin has approved the request.

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

- Applicant: KDR Woodworking, LLC – Kaleb Ranker, Owner  
Site Locations: 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 woodworking business including adding a sawmill use.

Chair Talma called for public input.

- Kaleb Ranker, W1238 N. Lawson Dr, Green Lake, explained future intentions for the property to expand woodworking operations and small scale sawmill use.

Chair Talma closed the Public Hearing.

Matt Kirkman presented Staff Comments.

Chair Talma closed public comment.

**Motion/second (Buss/Boutwell)** to approve the conditional use permit as presented with the following stipulations:

- 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).
- Hours of operation/manufacturing shall occur between 6:00 am and 6:00 pm Monday through Saturday.
- If onsite 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.
- 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.
- All of the conditions of the February 19, 2021 Board of Adjustment variance be met.

Motion carried with no negative vote.

Supervisor #13 Don Lenz excused himself from the meeting at 5:26 PM due to a conflict of interest with the Scharschmidt rezone request.

- Applicant: James R. & Mary E. Scharschmidt  
Site Locations: W1798 County Road 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.

Chair Talma called for public input – no comments.

Chair Talma closed the Public Hearing.

Matt Kirkman presented Staff Comments. All criteria for rezone has been met and the Town of Green Lake has approved the request.

***Motion/second (Buss/Reabe)*** to approve the rezone request as presented and forward to County Board for final approval. Motion carried with no negative vote.

Supervisor #13 Don Lenz returned to the meeting at 5:34 PM.

### **FUTURE COMMITTEE ACTIVITIES**

- a. Future agenda items –
- b. Next meeting date – April 1, 2021 at 4:30 PM

### **ADJOURN**

Chair Talma adjourned the meeting at 5:37 PM.

**Respectfully submitted,**

**Liz Otto**  
**County Clerk**