<div align="center">
GREEN LAKE COUNTY
LAND USE PLANNING AND ZONING
COMMITTEE MEETING MINUTES
Thursday, March 3, 2022
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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: **Don Lenz, Harley Reabe, Curt Talma, Chuck Buss, Bill Boutwell, Dawn Klockow,** Corporation Counsel
Absent:
Also Present: **Matt Kirkman,** Land Use Planning and Zoning Director, **Karen Werlein,** Land Use Coordinator

PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was recited.

APPROVAL OF MINUTES
Motion/second (Lenz/Boutwell) to approve the minutes of the January 6th meeting. Motion carried with no negative vote.

PUBLIC COMMENTS:
None

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 12 land use permits and 4 sanitary permits in January.
   c. **Violations**
      Matt Kirkman outlined the current land use violations as well as the POWTS violations.

Approval of the 2022 Planning & Zoning Meeting Calendar
Committee approved 2022 Meeting Calendar with no changes.

Approval of GIS Specialist to attend the ESRI User Conference in San Diego (7/11/22-7/15/22)
Motion/second (Reabe/Boutwell) to approve the conference travel for GIS Specialist. Motion carried with no negative vote.

Approval of the 2021 Annual Department Report
Motion/second (Buss/Lenz) to approve the 2021 Annual Department Report as presented. Motion carried with no negative vote.

Floodplain Zoning Amendment - 2021 H&H Review, Grand River - Utley Road & CTH Q
Motion/second (Boutwell/Buss) for Planning & Zoning Department to bring amendment changes to April meeting for approval. Motion carried with no negative vote.

Discussion related to multiple non-ag conditional use permits per parcel
Matt Kirkman, P&Z Director, discussed limiting the number of non-ag conditional use permits on A-1 zoned parcels and setting a minimum acreage amount for parcels that apply for non-ag CUPs. Committee board requested further language to be brought at the April meeting.

Chair Talma called for the Public Hearing portion of the meeting to begin.

PUBLIC HEARING – 5:03PM
Chair Talma read the rules for the Public Hearing

Don Lenz excused himself from the meeting at 5:04PM due to a conflict of interest with public hearing item #1.

Item I: Owner: William & Jeanette Krebs **Site location:** N7545 Forest Ridge Rd **General legal description**: Parcels 002-00652-0300, -0400 part of the NE1/4 of S34, T17N, R13E, Town of Berlin, ±39.42 acres **Request:** Rezone ±2.8 acres from A-1, Farmland Preservation District, to R-4, Rural Residential District. To be identified by certified survey map.

   a. Public Testimony/Comment: Chair Talma called for public input. No comments or testimony. Chair Talma closed the Public Hearing.

   b. Committee Discussion & Deliberation: Kirkman presented the Staff Report regarding the rezone request. All criteria for the CUP have been met and The Town of Berlin approves of the request.

   c. Committee Decision: *Motion/second (Buss/Reabe)* to approve the rezone request and to forward it to County Board.
   Motion carried with no negative vote.

Don Lenz returned to the meeting at 5:11PM.

Item II: Owner: Daniel & Mary Bontrager **Applicant:** Ernest Bontrager **Site location:** W3818 Heritage Rd **General legal description:** Parcel 012-00073-0000 part of the SE1/4 of S4, T14N, R12E, Town of Manchester, ±39.5 acres **Request:** CUP to build portable storage sheds and log cabins.

   a. Public Testimony/Comment: Chair Talma called for public input.
   Don Peters, W3972 Heritage Rd, spoke against the request on his concern of too many businesses on Heritage Road.
   Ernest Bontrager, applicant, spoke of his reasons for the request.
   Chair Talma closed the Public Hearing.

   b. Committee Discussion & Deliberation: Matt Kirkman presented the Staff Report. All criteria for CUP have been met. The Town of Manchester approves of the request.

   Motion/second (Reabe/Boutwell) to suspend the rules to ask the applicant questions.
   Motion carried with no negative vote. Question: What is the typically size of cabins/sheds the applicant will be making? How long will the sheds be stored in the outdoor storage? Ernest

Bontrager, applicant, let the committee know the typical order size and that the outdoor storage area would help store the finished sheds before a weekly pickup.

c. Committee Decision: ***Motion/second (Reabe/Lenz)*** to approve the CUP request as presented with the following conditions:

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.
3. Outside storage / staging of materials, finished products, etc. shall be limited to the designated areas on the CUP site plan.
4. Storage of materials must comply with standards listed in Chapter 350, Zoning Ordinance, of the Code of Green Lake County. This implies that no vehicles without proper registration may be stored on the property, unless fully enclosed in a structure. Similarly, no materials or equipment shall be stacked or stored in a manner that shall be of such character as to adversely affect the property values and general desirability of the neighborhood.
5. Storage of construction debris and other material not suitable for future use is prohibited.
6. Anything stored on site that does not meet the above conditions must be stored within an enclosed structure.

Motion carried with no negative vote.

FUTURE COMMITTEE ACTIVITIES
a. **Future agenda items –**
b. **Next meeting date – April 7th, 2022**

ADJOURN
Chair Talma adjourned the meeting at 5:31pm.

Respectfully submitted,

Karen Werlein, Land Use Coordinator