

**GREEN LAKE COUNTY
LAND USE PLANNING AND ZONING
COMMITTEE MEETING MINUTES
Thursday, May 5, 2022**

CALL TO ORDER

Planning & Zoning Department Director, Matt Kirkman, 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: **Harley Reabe, Curt Talma, Chuck Buss, Bill Boutwell, Gene Thom,**

Absent: **Dawn Klockow,** Corporation Counsel

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ELECTION OF CHAIR

Matt Kirkman called nominations for Chair. Supervisor Reabe nominated Curt Talma. Kirkman called for nominations 3 more times. ***Motion/Second (Thom/Buss)*** to close nominations and cast a unanimous ballot for Curt Talma. Motion carried with no negative vote. Curt Talma seated as Chair.

ELECTION OF VICE CHAIR

Chair Talma called for nominations for Vice Chair. Supervisor Boutwell nominated Chuck Buss. Talma called for nominations 3 more times. ***Motion/Second (Reabe/Boutwell)*** to close nominations and cast a unanimous ballot for Chuck Buss. Motion carried with no negative vote. Chuck Buss seated as Vice Chair.

APPROVAL OF MINUTES

Motion/second (Boutwell/Reabe) to approve the minutes of the April 7th meeting with the following addition (underlined below):

Committee Decision: ***Motion/second (Lenz/Boutwell)*** 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. All materials and other wood finishing equipment shall be stocked, piled, or stored in a building. No waste materials from the woodworking shop shall be stacked, piled or strewn about on the subject site.
3. The total cumulative hours worked by paid employees, excluding the owner(s), shall not exceed 160 hours per week.

Chuck Buss spoke regarding a call received from a property owner in the vicinity concerned with the number of commercial operations going on in that town road. That is not built for commercial traffic.

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 March expenses and revenues.

b. Permits

Matt Kirkman stated there were 21 land use permits and 4 sanitary permits in March.

c. Violations

Matt Kirkman outlined the current land use violations as well as the POWTS violations.

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

PUBLIC HEARING – 4:45 PM

Chair Talma read the rules for the Public Hearing

Item I: Owner: James & Catherine Jackowski **Site location:** N4148 County Rd N **General legal description:** Parcel 006-00178-0000 part of the SE1/4 of S9, T15N, R13E, Town of Green Lake, ±40 acres **Request:** Rezone ±7.8 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.

James Jackowski, N4148 Cty. Rd. N, spoke in favor of the rezone request.

Chair Talma closed the Public Hearing.

b. Committee Discussion & Deliberation: Kirkman presented the Staff Report regarding the rezone request. The Town of Green Lake approves of the request.

c. Committee Decision: ***Motion/second (Thom/Boutwell)*** to approve the rezone request. To be forwarded to County Board for final approval.

Motion carried with no negative vote.

Item II: Owner: Hickory Point Acres, LLC **Applicant:** Paula Gilbertson **Site location:** N3361 Hickory Point Rd **General legal description:** Parcel 014-00277-0000, part of the SW1/4 of S27, T15N, R11E, Town of Marquette, ±39.66 acres **Request:** Rezone ±39.66 acres from R-1, Single-Family Residence District, to RC, Recreation District.

a. Public Testimony/Comment: Chair Talma called for public input.

Paula Gilbertson, W6122 Hickory Point Rd., spoke in favor of the rezone request.

Chair Talma closed the Public Hearing.

b. Committee Discussion & Deliberation: Matt Kirkman presented the Staff Report. The Town of Marquette approves of the request.

c. Committee Decision: ***Motion/second (Buss/Reabe)*** to approve the rezone request. To be forwarded to County Board.

Motion carried with no negative vote.

Item III: Owner: Hickory Point Acres, LLC **Applicant:** Paula Gilbertson **Site location:** N3361 Hickory Point Rd **General legal description:** Parcel 014-00277-0000, part of the SW1/4 of S27, T15N, R11E, Town of Marquette, ±39.66 acres **Request:** Conditional use permit for a recreational resort and bar.

- a. Public Testimony/Comment: Chair Talma called for public input. Paula Gilbertson, W6122 Hickory Point Rd., spoke in favor of the CUP request. Chair Talma closed the Public Hearing.
- b. Committee Discussion & Deliberation: Matt Kirkman presented the Staff Report. The Town of Marquette did not take action on the request.

Motion/second (Boutwell/Thom) to suspend the rules to allow the applicant to speak. Motion carried with no negative vote. Applicant spoke on the status of the septic system.

- c. Committee Decision: **Motion/second (Buss/Reabe)** 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. Any outdoor lighting shall comply with Section 350-23 of the County Zoning Ordinance.
 3. That the owners/applicants are responsible for obtaining permits and licenses from any other regulatory agency, if required.
 4. If prior cabin sites #7 and #11 are to be utilized either as camping units or as cabin sites, and if the prior mobile home site is to be utilized as a camping unit site, a reconnection sanitary permit shall be applied for and issued by the Land Use Planning & Zoning Department prior to any connection being made to the existing POWTS on the property. Due to the age of these POWTS, a soil evaluation shall be required.
 5. Only one shed shall be allowed per cabin, camping unit, or mobile home site and no new shed associated with these sites shall be permitted to be larger than 50 square feet.
 6. Each camping unit footprint shall not exceed 400sqft or the maximum square footage as allowed by the State regulations for a camping unit, whichever is smaller.
 7. An independent structure such as a deck, landing / stairway, not to exceed 200 square feet shall be permitted per camping unit and mobile home site.
 8. All cabin, camping unit and mobile home sites are to be identified by numbers.
 9. Any construction or reconstruction shall be in compliance with Chapter 300 Floodplain Zoning Ordinance.
 10. This conditional use permit allows for up to 11 cabin sites, 6 mobile home sites and one camping unit site (N3349). Prior cabin sites #7 and #11 may be utilized as camping unit sites until such time as new cabins are constructed on these sites.
 11. The conditional use permit request approval shall be contingent upon the County Board's final approval of this rezone request.

Motion carried with no negative vote.

Public Hearing closed and committee resumed the business items of the agenda.

Staff Update

Matt Kirkman gave an update of the new hire, Noah Brown, that will be starting May 23rd.

Review draft zoning ordinance

Matt Kirkman outlined and discussed the draft ordinance with committee members.

FUTURE COMMITTEE ACTIVITIES

- a. Future agenda items – Zoning Ordinance amendment to be added as a public hearing item for the June meeting.
- b. Next meeting date –June 2nd, 2022

ADJOURN

Chair Talma adjourned the meeting at 6:01 PM

Respectfully submitted,

Karen Werlein, Land Use Coordinator