

**GREEN LAKE COUNTY
LAND USE PLANNING AND ZONING
COMMITTEE MEETING MINUTES
Thursday, June 2, 2022**

CALL TO ORDER

Planning & Zoning Chair Curt Talma called the meeting of the Land Use Planning and Zoning Committee to order at 4:00 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** (via zoom), **Bill Boutwell, Gene Thom, 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 (Reabe/Buss) to approve the minutes of the May 5th meeting. Motion carried with no negative vote.

PUBLIC COMMENTS:

None

Correspondence from Samuel Mast

Matt Kirkman, P&Z Director, read a letter to the committee from Samuel Mast.

Public Appearance: Samuel Mast

Not present. Moved to next agenda item.

DEPARTMENT ACTIVITY REPORTS

a. **Financial reports**

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

b. **Permits**

Matt Kirkman stated there were 23 land use permits and 2 sanitary permits in April.

c. **Violations**

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

STAFF UPDATE

Matt Kirkman, Director updated the committee of the new hire for Shoreland Specialist, Noah Brown.

Committee considerations related to A-1, Farmland Preservation Rezones

Kirkman discussed the considerations and standards that need to be met in order to rezone land out of Farmland Preservation.

RECESS 4:24PM: Motion/second (Boutwell/Reabe) to recess at 4:24PM. Motion carried with no negative vote.

Motion/second (Boutwell/Reabe) to come back into session at 4:30PM to conduct the public hearing. Motion carried with no negative vote.

PUBLIC HEARING – 4:30PM

Chair Talma read the rules for the Public Hearing

Item I Owner: Trillium Hill Land LLC **Agent:** Three Petals RNG, LLC **Site location:** N8273 Cty Rd F
General legal description: Parcel 002-00426-0000, 002-00427-0000, part of the NW&SW1/4 of S23, T17N, R13E, Town of Berlin, ±10 acres **Request:** CUP for a Renewable Natural Gas (RNG) processing facility.

- a. Public Testimony/Comment: Chair Talma called for public input. Mark Hill and Jared Williams of Novilla RNG gave a presentation of the request. Chair Talma closed the Public Hearing.
- b. Committee Discussion & Deliberation: Kirkman presented the Staff Report regarding the CUP request. All criteria for the CUP have been met and The Town of Berlin approved the request.
- c. Committee Decision: **Motion/second (Thom/Boutwell)** to approve the CUP request 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. The applicant shall create an emergency response plan and register it with the local fire department prior to operations. The applicant shall make themselves available for annual meetings with the fire department and other first responders to review proper safety protocols in the event of an emergency. The applicant will have a person with authority to supervise emergency response operations on the plant premises and shall be on-call. Applicant shall inform Green Lake County and local first responders of the names and phone numbers of the persons with authority to supervise emergency response operations and post these names at the entrance to the facility.
 5. The applicant shall keep dust to a minimum.
 6. Noise- Equipment generating significant noise will be contained inside containers or buildings. Outside noise is limited to building ventilation, fans, and truck traffic.
 7. Domestic wastewater from restrooms will be handled in an appropriate septic system. Waste products from facility will be disposed of in accordance with all environmental regulations.
 8. The Green Lake County Land Use Planning and Zoning Department, Town Building inspector or designee may enter the premises of the operation to inspect those premises with reasonable advance notice to ascertain compliance or to investigate an alleged

violation. Anyone inspecting the property will be escorted by the applicant and will comply with all safety regulations.

9. The final design and site plans of the RNG facility will be submitted to Green Lake County Land Use Planning and Zoning Department for processing the conditional use application to ensure it meets the requirements of the conditional use permit and ordinance requirements

Motion carried with no negative vote.

Item II Owner: Steven & Laura Miller **Site location:** W3524 State Rd 44 **General legal description:** Parcel 012-00165-0100 part of the NW1/4 of S10, T14N, R12E, Town of Manchester, ±10 acres **Request:** CUP to operate a woodworking shop.

- a. Public Testimony/Comment: Chair Talma called for public input. No comments or testimony. Chair Talma closed the Public Hearing.
- a. Committee Discussion & Deliberation: Matt Kirkman presented the Staff Report. All criteria for the CUP have been met. The Town of Manchester did not return a town board action form as requested.
- b. Committee Decision: **Motion/second (Thom/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.

Motion carried with no negative vote.

Item III Owner: Toby & Malinda Petersheim **Site location:** N1745 State Rd 44/73 **General legal description:** Parcel 012-00176-0000 part of the SE1/4 of S10, T14N, R12E, Town of Manchester, ±37 acres **Request:** CUP to operate a farm repair and equipment shop.

- b. Public Testimony/Comment: Chair Talma called for public input. No comments or testimony. Chair Talma closed the Public Hearing.
- a. Committee Discussion & Deliberation: Matt Kirkman presented the Staff Report. All criteria for the CUP have been met. The Town of Manchester approved the request.
- b. Committee Decision: **Motion/second (Buss/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. Hours of operation / manufacturing shall occur between M-Sat 7:30am and 6:00pm.

3. Outdoor storage relating to the shop's products/services, materials, and scrap metal shall only occur in the designated areas.
4. The business must be primarily focused on making and repairing farm implements/machinery.

Motion carried with no negative vote.

Item IV Owner: Patrick & Brenda Stanton **Site location:** W3711 Cty Rd X **General legal description:** Parcel 012-00407-0100 part of the SE1/4 of S21, T14N, R12E, Town of Manchester, ±32 acres **Request:** Rezone ±3 acres from A-1, Farmland Preservation District, to R-4, Rural Residential District.

- c. Public Testimony/Comment: Chair Talma called for public input. No comments or testimony. Chair Talma closed the Public Hearing.
- d. Committee Discussion & Deliberation: Matt Kirkman presented the Staff Report. All criteria for the CUP have been met. The Town of Manchester approved the request.
- a. Committee Decision: **Motion/second (Boutwell/Thom)** to approve the rezone. To be forwarded to County Board for final approval. Motion carried with no negative vote.

Item V Owner: Robert & Michele Leystra **Site location:** W1763 Village Rd **General legal description:** Parcel 010-00119-0000 part of the NE1/4 of S8, T14N, R13E, Town of Mackford, ±1.5 acres **Request:** CUP to operate a contractor/woodworking shop.

- a. Public Testimony/Comment: Chair Talma called for public input. Robert Leystra, applicant, spoke in favor of the request. Chair Talma closed the Public Hearing.
- b. Committee Discussion & Deliberation: Matt Kirkman presented the Staff Report. All criteria for the CUP have been met. The Town of Mackford did not return the town board action form as requested.
- c. Committee Decision: **Motion/second (Thom/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. 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. Beetles and Skulls must be stored indoors.

Motion carried with no negative vote.

Item VI Applicant: Green Lake County Land Use Planning & Zoning Committee **Explanation:** The Committee is requesting amendments to the Code of Green Lake County, Ch. 350, Zoning Ordinance, more specifically to add a public nuisance section, place limits on conditional uses in the A-1 zoning district, allow a detached residential use in the C-1, C-2 and I zoning districts, allow a contractor's yard as a conditional use in the C-2 zoning district, allow more than one principal residential structure in the R-3 zoning district, exempt driveways and some walkways from structure setbacks, exempt irrigation and manure piping structures from highway setbacks and add or modify several definitions.

- a. Public Testimony/Comment: Chair Talma called for public input. No comments or testimony. Chair Talma closed the Public Hearing.
- b. Committee Discussion & Deliberation: Matt Kirkman presented the Staff Report. Discussion by members on the ordinance changes.
- c. Committee Decision: ***Motion/second (Buss/Boutwell)*** to approve the Zoning Ordinance Amendment and forward it to County Board for final approval.
Roll Call: 3 Ayes- Talma, Buss, Boutwell 2 Nays- Reabe, Thom
Motion carried

FUTURE COMMITTEE ACTIVITIES

- a. Future agenda items –
- b. Next meeting date – July 7th, 2022

ADJOURN

Chair Talma adjourned the meeting at 6:02PM

Respectfully submitted,

Karen Werlein, Land Use Coordinator