



# GREEN LAKE COUNTY

571 County Road A, Green Lake, WI 54941

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The following documents are included in the packet for the Land Use Planning & Zoning Committee meeting on Thursday, March 6, 2025.

Packet Pages:

- 2      Agenda
- 3-5     Draft Meeting Minutes from 2/6/25
- 6-11    Annual Report – Register of Deeds
- 12-17   Annual Report – Land Use Planning & Zoning Department
- 18-19   Financial Reports for January 2025
- 20-23   Land Use & Sanitary Reports for January 2025
- 24-25   Violation Status Reports
- 26-29   Request for Credit Card approval
- 30-43   Discussion – Accessory Structures
- 44      Public Hearing Notice
- 45-58   **Item #1: Owner:** Donald E. Kinas, **Agent:** Michael McConnell, **Location:** N5112 Brooklyn G Road, **Parcel:** 004-00786-0000. **Legal Description:** Part of NW ¼ of SW ¼, located in Section 36, T16N, R13E, Town of Brooklyn, ±5.0 acres. **Request:** The owners are requesting a rezone from A1, Farmland Preservation District, to R4, Rural Residential 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 DEPARTMENT

Matt Kirkman  
Director

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

**Land Use Planning & Zoning Committee Meeting Notice**

**Date: Thursday, March 6, 2025, Time: 9:00 AM**  
**Green Lake County Government Center, County Board Room**  
**571 County Rd A, Green Lake WI**

**AGENDA**

**Committee Members**

*Chuck Buss-chair*  
*Bill Boutwell-vice chair*  
*Curt Talma*  
*Gene Thom*  
*Sue Wendt*

*Secretary: Karissa Block*

Virtual attendance at meetings is optional. If technical difficulties arise, there may be instances when remote access may be compromised. If there is a quorum attending in person, the meeting will proceed as scheduled.

This agenda gives notice of a meeting of the Land Use Planning and Zoning Committee. It is possible that individual members of other governing bodies of Green Lake County government may attend this meeting for informative purposes. Members of the Green Lake County Board of Supervisors or its committees may be present for informative purposes but will not take any formal action. A majority or a negative quorum of the members of the Green Lake County Board of Supervisors and/or any of its committees may be present at this meeting. See State ex rel. Badke v. Vill. Bd. of Vill. of Greendale, 173 Wis.2d 553, 578, 494 N.W. 2d 408 (1993).

1. Call to Order
  2. Certification of Open Meeting Law
  3. Pledge of Allegiance
  4. Minutes of 2/6/2025
  5. Annual Report – Register of Deeds
  6. Annual Report – Land Use Planning & Zoning Department
  7. Department Activity Reports
    - a) Financial Reports
    - b) Land Use & Septic permits
    - c) Violation reports
  8. Request for Credit Card Approval
  9. Farmland Preservation Plan Subcommittee Update
  10. Discussion – Accessory Structures
  11. Public Comment (3 minute limit)
  12. Public Hearing: (Not to begin before 9:30 AM)
- Each item below will consist of:
- a) Public Testimony/Comment: 3-minute time limit
  - b) Committee Discussion & Deliberation
  - c) Committee Decision
  - d) Execute Ordinance/Determination Form

**Item #1: Owner:** Donald E. Kinas, **Agent:** Michael McConnell, **Location:** N5112 Brooklyn G Road, **Parcel:** 004-00786-0000. **Legal Description:** Part of NW ¼ of SW ¼, located in Section 36, T16N, R13E, Town of Brooklyn, ±5.0 acres. **Request:** The owners are requesting a rezone from A1, Farmland Preservation District, to R4, Rural Residential District to be identified by certified survey map.

13. Committee Discussion
  - a) Future Meeting Dates: April 3, 2025 @ 9:00am
  - b) Future Agenda items for action & discussion
14. Adjourn

**Microsoft Teams meeting:** This meeting will be conducted through in person attendance or audio/visual communication. Remote access can be obtained through the Microsoft Teams link on the agenda posted on the County website’s Events Calendar:

Microsoft Teams meeting  
Join on your computer, mobile app or room device  
[Click here to join the meeting](#)  
Meeting ID: 296 349 313 972  
Passcode: 9VUWqS  
[Download Teams](#) | [Join on the web](#)  
Or call in (audio only)  
[+1 920-515-0745,,516863131#](#) United States, Green Bay  
Phone Conference ID: 516 863 131#  
[Find a local number](#) | [Reset PIN](#)  
Please accept at your earliest convenience. Thank you!  
[Learn More](#) | [Help](#) | [Meeting options](#) | [Legal](#)

**GREEN LAKE COUNTY  
LAND USE PLANNING AND ZONING  
COMMITTEE MEETING MINUTES  
Thursday, February 6, 2025**

**CALL TO ORDER**

Planning & Zoning Chair Chuck Buss called the meeting of the Land Use Planning and Zoning Committee to order at 9:00AM 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. The Pledge of Allegiance was recited.

Present: **Bill Boutwell, Curt Talma (Remote), Chuck Buss, Gene Thom,**

Absent: **Sue Wendt**

Also Present: **Matt Kirkman**, Land Use Planning and Zoning Director; **Karissa Block**, Deputy County Clerk; **Ryan Schinke**, Land Use Coordinator/Technician; **Noah Brown**, Land Use and Shoreland Specialist; **Maxwell Richards**, Land Use and POWTS Specialist; **Tami Toth**, Legal Assistant (Remote); **Stefanie Meeker**, Real Property Lister (Remote); **Renee Thiem-Korth**, Register of Deeds (Remote); **Jeff Mann**, Corporation Counsel

Due to technical difficulties, Teams was not up and running until 9:02am

**APPROVAL OF MINUTES**

*Motion/second (Boutwell/Thom)* to approve the minutes of the 1/2/2025 meeting. Motion carried with no negative vote.

**APPEARANCE: ATTORNEY STEVE SORENSON - \*DETACHED\* GARAGES**

Sorenson spoke regarding a project with one of his clients that is looking to build a “accessory structure” on their property. Discussion held.

**DEPARTMENT ACTIVITY REPORTS**

- Financial Reports
- Land Use & Septic Permits

Kirkman, Brown and Mann started reviewing reports to the committee before Public Hearing. Reports can be found in the packet.

**PUBLIC HEARING – NOT TO BEGIN BEFORE 9:30AM**

Chair Buss read the rules of the Public Hearing.

**Item #1: Owner:** Nicholas Johnson, Location: N2901 Cedar Road, **Parcel:** 014-00482-0100. **Legal Description:** SE ¼ of SW ¼ and SW ¼ of SE ¼, located in Section 34, T15N, R11E, Town of Marquette, ±35.0 acres. **Request:** The owners are requesting a rezone from A1, Farmland Preservation District, to A2, General Agriculture District.

Kirkman read Item #1. Chair Buss asked for public comment. Nic Johnson, property owner, appeared via zoom and informed the committee he was willing to answer any questions. Chair Buss closed public comment.

Kirkman read the staff report. No discussion. **Motion/second (Thom/Boutwell)** to approve the Nicholas Johnson zoning change. Motion carried with no negative vote.

**Item #2: Owner:** Corneal Troyer, **Location:** N2853 Nicolet Road, **Parcel:** 014-00513-0000. **Legal Description:** Lot 1 of CSM 1473 V6, located in Section 36, T15N, R11E, Town of Marquette, ±1.0 acres. **Request:** The owners are requesting a rezone from R2, Single-Family Mobile Home Residence, to R4, Rural Residential District.

Kirkman read Item #2. Chair Buss asked for public comment. Hearing none, Kirkman read the staff report. No discussion. **Motion/second (Thom/Boutwell)** to approve the Troyer zoning change. Motion carried with no negative vote.

**Item #3: Owner:** David Roy Santee, **Location:** N6264 N. Lawson Drive, **Parcel:** 004-00375-0100. **Legal Description:** NE ¼ of SE ¼, located in Section 16, T16N, R13E, Town of Brooklyn, ±2.9 acres. **Request:** The owners are requesting a Conditional Use Permit to re-establish a motel use and to re-establish a single-family residential use for the owner of the commercial use.

Kirkman read Item #3. Chair Buss asked for public comment. Linda Baranowski, 6261 Lawson Drive, asked a few questions but was turned down due to public comment NOT being a question & answer. Chair Buss closed public comment. Kirkman read the staff report. Discussion held. **Motion/second (Boutwell/Thom)** to approve the Santee CUP request with all Town of Brooklyn and Green Lake County's conditional uses. Motion carried with not negative vote.

**Item #4: Owner:** S&L Holdings WI, LLC. **Agent:** Lee Garro, Location: Highway 23 & 49, Parcel: 004-00314-0201. **Legal Description:** Lot 1 of CSM 3979, located in Section 15, T16N, R13E, Town of Brooklyn, ±3.88 acres. **Request:** The Green Lake County Land Use Planning & Zoning Committee determined, at their December 5, 2024, public meeting, that there is a reasonable probability that S&L Holdings WI, LLC, is in violation of their Conditional Use Permit. The committee will address the violation(s) at the February 6, 2025, meeting.

Kirkman read Item #4. Chair Buss asked for public comment. Lee Garro, owner of S&L Holdings commented on Item #4. Chair Buss closed public comment. Kirkman read the staff report. Discussion held. **Motion/second (Thom/Boutwell)** for Garro to correct the violations within 60 days and then come back to the committee with revisions if willing. Motion carried with no negative vote.

**Item #5: Applicants:** Green Lake County Land Use Planning & Zoning Committee, **Request:** The committee is requesting an amendment to Chapter 350, Zoning Ordinance of the Code of Green Lake County, more specifically to establish local regulations on the installation and use of wind and solar energy systems,

**Motion/second (Boutwell/Thom)** to approve Item #5. Motion carried with no negative vote. Chair Buss asked for public comment on Item #5. Hearing none, Chair Buss closed public comment.

#### **DEPARTMENT ACTIVITY REPORTS CONTINUED...**

- Violation Reports

Kirkman gave updates on Violation Reports.

#### **FARMLAND PRESERVATION PLAN COMMITTEE UPDATE**

Kirkman shared that there was a good turnout at the first Farmland Preservation Plan Committee meeting. The Planning & Zoning Department is currently preparing for next months meeting.

**COUNTY SURVEYOR AGREEMENT**

The County Surveyor contract has timed out. Don Lenz has still been doing the same work as he was doing before, however he’s not under any contract. What the committee would like to accomplish, is getting Lenz under contract again. *Motion/second (Thom/Talma)* to approve the contract and send to County Board. Motion carried with no negative vote.

**PUBLIC COMMENT** – none

**COMMITTEE DISCUSSION**

- a. Next meeting date – March 6, 2025 @ 9:00AM
- b. Future agenda items for action & discussion
  - Steve Sorenson project discussion

Kirkman shared that he may not be able to attend the April meeting.

**ADJOURN**

Chair Buss adjourned the meeting at 10:43am.

**Respectfully submitted,**

**Karissa Block  
Deputy County Clerk**

DRAFT

# GREEN LAKE COUNTY

## Register of Deeds

### 2024 Annual Report



#### The Register of Deeds Team:

Renee A. Thiem-Korth – Register of Deeds

Pamela Weber – Chief Deputy Register of Deeds

Kimberly Sell – Part-time Deputy Register of Deeds

Register of Deeds Mission: To provide and protect the integrity of the official county repository for real estate records and vital records. To provide safe archival storage and convenient access to these public records. To implement statutory changes, system modernization, program and procedure evaluation and staff development to assure a high level of timely service for our citizens and customers.

## Property Fraud Alert

Property Fraud Alert is a free service the ROD office offers to all property owners in Green Lake County. This service is at no cost to Green Lake County and is provided by our software company. It will not prevent fraud, but it will alert you, within 12 to 18 hours, by text, email or a phone call if anything with your name has been recorded in our office. It provides you with a document number and the name of the document, which the landowner can then contact our office if they have any questions. Anyone wishing to sign up for Property Fraud Alert system can call our office or go online at [www.propertyfraudalert.com](http://www.propertyfraudalert.com). Our subscribers in 2024 have increased by 225 participants. Bringing our participant count to 660.

## Register Of Deeds 2024

## Honor Rewards Program

In July 2024 the ROD office, with our software company Fidar, implemented the Honor Rewards Program in Green Lake County. Again, this is free for all who sign up and for Green Lake County. This is for past and present Military Personnel. Businesses in our County provide reduced rates or free items for Military Personnel. This also is in several other counties and a couple other states where our software provider, Fidar, offers services. Currently we have approximately 20 businesses enrolled. Any business and past or present Military personnel wishing to sign up for Honor Rewards can contact our office or go online at [www.honorrewards.com](http://www.honorrewards.com)

## Tag-less recording and Swift

In July 2024 the ROD office also implemented tag-less recording and the Swift program for all our recorded documents. All paper documents submitted to our office for recording are returned via email. No original document is stamped. Only copies are printed out, if required. If a customer with a paper document would like the original document back, they either can supply a SASE or pick up the document when completed.

This process saves money, since we no longer are stamping documents, we no longer require special ink cartridges, and

# Register Of Deeds 2024

it also saves on postage fees. Since the start of this on July 1<sup>st</sup> our office has saved approximately \$500 in postage fees and \$300 in special ink costs.

## Online Recording

Online recording was started in approximately 2014. This type of recording is free for us but paid for by the submitters on a yearly basis. The attorney's office, title companies and banks pay vendors to electronically submit documents for recording to our office. We process the documents all electronically and never receive a paper document. The documents are then stamped in the computer system and returned to the vendor, who then returns the recorded copy to the submitter. All fees for recording are then submitted daily by ACH. In 2023 our online recording was at 65%. For 2024 it is at 75%. This also saves in office supplies and postage.

## Citadel Land Record Protection

The ROD office is ready for 2023 Wisconsin Act 235. The program Citadel was installed in 2024 to make sure our office is ready when this becomes effective. Citadel is a privacy shielding program put into place for 2023 Wisconsin Act 235, which protects the privacy of judicial officers and their immediate family members. The law exempts these individuals from Wisconsin Public Records Law, county land records websites, and publicly available records of the county Register of Deeds offices. This will take effect in April 2025.

## Military Discharge Scanning

We have started the in-house scanning and indexing of all our Military DD-214s. By doing this we are placing the DD-214 in our software system as a safe, restricted document. Only those with in-office access can retrieve these documents. This will ensure there is a safely backed up copy of all DD-214s filed in our office. It will also allow our office to easily access and print copies for Veterans wishing to receive a certified copy of their Military Discharge.

## Back Indexing

Our office is continuing to index real estate documents which have been scanned and placed into our software system. By doing this back indexing, we are providing more



documents for our online customers to search and print. This is also providing the ROD office and the County with additional funds from our online services, Tapestry and Laredo. As you can see by the review of the funds, these services have increased our review from last year.

### Thank you

I would like to express my gratitude to my Chief Deputy Pam Weber and Part-time Deputy Kimberly Sell for the work they are doing in the office. Pam is continuing the task of back indexing. We are now back to the mid-1970s with our documents fully indexed. Kimberly has taken on the task of scanning and indexing the Military Discharge records. This is working backwards from most current. Both projects are very detail oriented. Both, while relatively new to the ROD office, have been huge assets to the office and the county. Thank you both.

### Yearly Revenue

Attached you will find the 2023 and 2024 annual revenue reports. This provides you with a comparison of the last two years.

If anyone has any questions or concerns, please feel free to contact me at your convenience.

Respectfully submitted

*Renee A. Thiem-Korth*

Register of Deeds

Green Lake County

571 County Road A

Green Lake, WI 54941

P: (920) 294-4023

E: [rthiemkorth@greenlakecountywi.gov](mailto:rthiemkorth@greenlakecountywi.gov)

# REGISTER OF DEEDS OFFICE

## 2024 ANNUAL REPORT

Submitted by Renee A. Thiem-Korth

March 6, 2025

				GROSS REVENUE	COUNTY REVENUE
<b>WISCONSIN REAL ESTATE TRANSFER FEES</b>				<b>\$611,162.40</b>	
County Share	20%	\$122,232.48			\$122,232.48
WDOR Share	80%	\$488,929.92			
<b>RECORDINGS</b>					
Real Estate	3,444	plus 3 plats*		\$103,320.00	\$51,660.00
County Land Records Fees	\$8 fee	\$27,552.00	\$		150.00
State Land Records Fees	\$7 fee	\$24,108.00			
County ROD Recording Fees	\$15 fee	\$51,660.00	* 3 X \$50 = \$150		
<b>VITAL STATISTICS</b>					
<b>Births Certified - 1st Copy \$5</b>	333				
Add'l Certified copies \$3	273			\$7,479.00	\$2,484.00
Fees Rmtd to State-Trust Fund \$7	\$2,331.00				
Fees Remitted to State \$8	\$2,664.00				
<b>Deaths Cerified - 1st Copy \$7</b>	492				
Add'l Certified copies \$3	4,648				
Fees Remitted to State \$13	\$6,396.00			\$23,784.00	\$17,388.00
<b>Marriages Cert. - 1st Copy \$7</b>	201				
Add'l Certified copies \$3	343				
Fees Remitted to State \$13	\$2,613.00			\$5,049.00	\$2,436.00
<b>Divorce Certicate - 1st Copy \$7</b>	6				
Add'l Certified copies \$3	5				
Fees Remitted to State \$13	\$78.00			\$135.00	\$57.00
<b>Official Records Online \$2.50</b>	54				
				\$135.00	\$135.00
<b>TAPESTRY/MONARCH REVENUE</b>				<b>\$10,620.91</b>	<b>\$10,620.91</b>
<b>LAREDO COPY FEE</b>				<b>\$11,965.50</b>	<b>\$11,965.50</b>
<b>LAREDO REVENUE</b>				<b>\$37,598.95</b>	<b>\$37,598.95</b>
<b>COPIES</b>				<b>\$2,492.50</b>	<b>\$2,492.50</b>
<b>MISC. INCOME</b>				<b>\$27.70</b>	<b>\$27.70</b>
<b>TOTAL GROSS REVENUE</b>				<b>\$813,769.96</b>	
<b>TOTAL COUNTY REVENUE</b>					<b>\$259,248.04</b>

# REGISTER OF DEEDS OFFICE

## 2023 ANNUAL REPORT

Submitted by **Renee A. Thiem-Korth**

January 16, 2024

				GROSS REVENUE	COUNTY REVENUE
<b>WISCONSIN REAL ESTATE TRANSFER FEES</b>				<b>\$501,891.00</b>	
County Share	20%	\$100,378.20			\$100,378.20
WDOR Share	80%	\$401,512.80			
<b>RECORDINGS</b>					
Real Estate	3312 recordings & 4 plats *			<b>\$99,535.00</b>	<b>\$49,855.00</b>
County Land Records Fees	\$8 fee	\$26,496.00			
State Land Records Fees	\$7 fee	\$23,184.00			
County ROD Recording Fees	\$15 fee	\$49,855.00	* 3 X \$50 & 1 X \$25		
<b>VITAL STATISTICS</b>					
<b>Births Certified - 1st Copy \$5</b>	339				
Add'l Certified copies \$3	248			<b>\$7,524.00</b>	<b>\$2,439.00</b>
Fees Rmtd to State-Trust Fund \$7	\$2,373.00				
Fees Remitted to State \$8	\$2,712.00				
<b>Deaths Cerified - 1st Copy \$7</b>	437				
Add'l Certified copies \$3	4,098				
Fees Remitted to State \$13	\$5,681.00			<b>\$21,034.00</b>	<b>\$15,353.00</b>
<b>Marriages Cert. - 1st Copy \$7</b>	177				
Add'l Certified copies \$3	359				
Fees Remitted to State \$13	\$2,301.00			<b>\$4,617.00</b>	<b>\$2,316.00</b>
<b>Divorce Certicate - 1st Copy \$7</b>	2				
Add'l Certified copies \$3	0				
Fees Remitted to State \$13	\$26.00			<b>\$40.00</b>	<b>\$14.00</b>
<b>Official Records Online \$2.50</b>	40				
				<b>\$100.00</b>	<b>\$100.00</b>
<b>TAPESTRY/MONARCH REVENUE</b>				<b>\$8,691.36</b>	<b>\$8,691.36</b>
<b>LAREDO COPY FEE</b>				<b>\$10,343.50</b>	<b>\$10,343.50</b>
<b>LAREDO REVENUE</b>				<b>\$32,044.05</b>	<b>\$32,044.05</b>
<b>COPIES</b>				<b>\$2,316.75</b>	<b>\$2,316.75</b>
<b>MISC. INCOME</b>				<b>\$1.00</b>	<b>\$1.00</b>
<b>TOTAL GROSS REVENUE</b>				<b>\$688,137.66</b>	
<b>TOTAL COUNTY REVENUE</b>					<b>\$223,851.86</b>

# GREEN LAKE COUNTY

## Land Use Planning & Zoning Department



### LAND USE PLANNING & ZONING DEPARTMENT

Staff:

Matt Kirkman – Department Director

Gerald Stanuch – GIS / 911 Specialist & LIO

Noah Brown – Land Use Specialist

Max Richards – Land Use Specialist

Ryan Schinke – Land Use Coordinator / Tech

General Engineering Co. – County Surveyor

Submitted:

March 6, 2025

# ANNUAL DEPARTMENT REPORT FOR 2024

## **2024 Annual Report**

To the Honorable Board of Supervisors, Green Lake County:

This annual report is for the activities of the Land Use Planning & Zoning Department representing the following functions:

**Land Development                      County Surveyor                      Geographic Information Systems (GIS)**  
**Code Enforcement                      Land Information**

The activities of the Land Use Planning and Zoning Department translated into continued strong revenues that again exceeded budget projections as shown on the department activity report included in this report. The attached permitting activity bar graphs, paint the picture of how 2024 compared to prior years.

### **Land Development:**

Beyond the normal day-to-day activities of interacting with the public, the Department has been working toward the goal of updating the County's Farmland Preservation Plan and Comprehensive Plan. The Farmland Preservation Plan update is expected to be adopted sometime in 2025 and the Comprehensive Plan update is expected to be adopted in 2026. Under County Administrator directive these plans were assigned to Land Use Planning & Zoning Director Matt Kirkman. Director Kirkman was able to get a 1-year extension from DATCP and a 50% reimbursement grant (capped at \$30,000) to help recoup the costs associated with the Farmland Preservation Plan update. There are four Farmland Preservation Subcommittee meetings planned in early 2025 to accomplish DATCP's public participation requirement.

In addition, there were two zoning ordinance amendments adopted by the County Board in 2024 related to fire numbers as they relate to land use permit issuance and an added definition of "caretaker".

Further, the LUP&Z Committee is currently reviewing a wind and solar siting zoning ordinance amendment. Wind and solar siting ordinance standards are necessary in the event that either of these installations were to be proposed in this county.

### **County Surveyor:**

General Engineering Corporation is currently providing the County Surveyor duties and responsibilities. Department staff, Corporation Counsel's office, and the LUP&Z Committee are working on updating the County Surveyor's contract Spring of 2025.

The County Surveyor function continues to provide assistance to other departments and the general public, as needed. All land surveys received pursuant to Wisconsin Statutes are electronically indexed and filed for use by the public via the County's website. The County Surveyor provides oversight for the Public Land Survey System (PLSS) corners that need to be re-established and/or perpetuated. These corners are the foundation for all surveying activity that occurs in the County as well as the County's GIS activity.

**Geographic Information Systems (GIS):**

The GIS function continues to introduce and enhance the viewing capabilities of various county land records on the County's website. The primary focus of the GIS function is to map newly created and modified tax parcels. Also, 2024 laid the groundwork for the new 2025 digital orthophoto. This project will result in 3" pixel resolution (compared to the 2020 orthophoto that had 6" pixel resolution) thanks to a grant obtained by the GIS specialist. The GIS function also works closely with other departments in developing electronic data to enhance their departmental functions.

**Code Enforcement:**

The Code Enforcement function maintained its consistent strong trend for issuance of various types of permits. The creation and adoption of parcel specific zoning maps has proven to be a valuable tool for department and public use, accessible through the County's website. This department function has also made great strides in resolving outstanding land use and sanitary system violations. These resolutions have come about through the additional efforts of the office of the Corporation Counsel.

**Land Information:**

The Land Use Planning & Zoning Department is also the Land information Office. The Land Information Officer is GIS / 911 Specialist Gerald Stanuch. 2024 concluded the 2022-2024 Land Information Plan that yielded PLSS re-monumentation, Cloud-based GIS, Imaging upgrades, and much more. The new 2025 -2027 Land Information Plan proposes a new orthophoto, new LiDAR, the completion of the PLSS re-monumentation project, and the initialization of the 20-year PLSS perpetuation and maintenance project.

**Conclusion:**

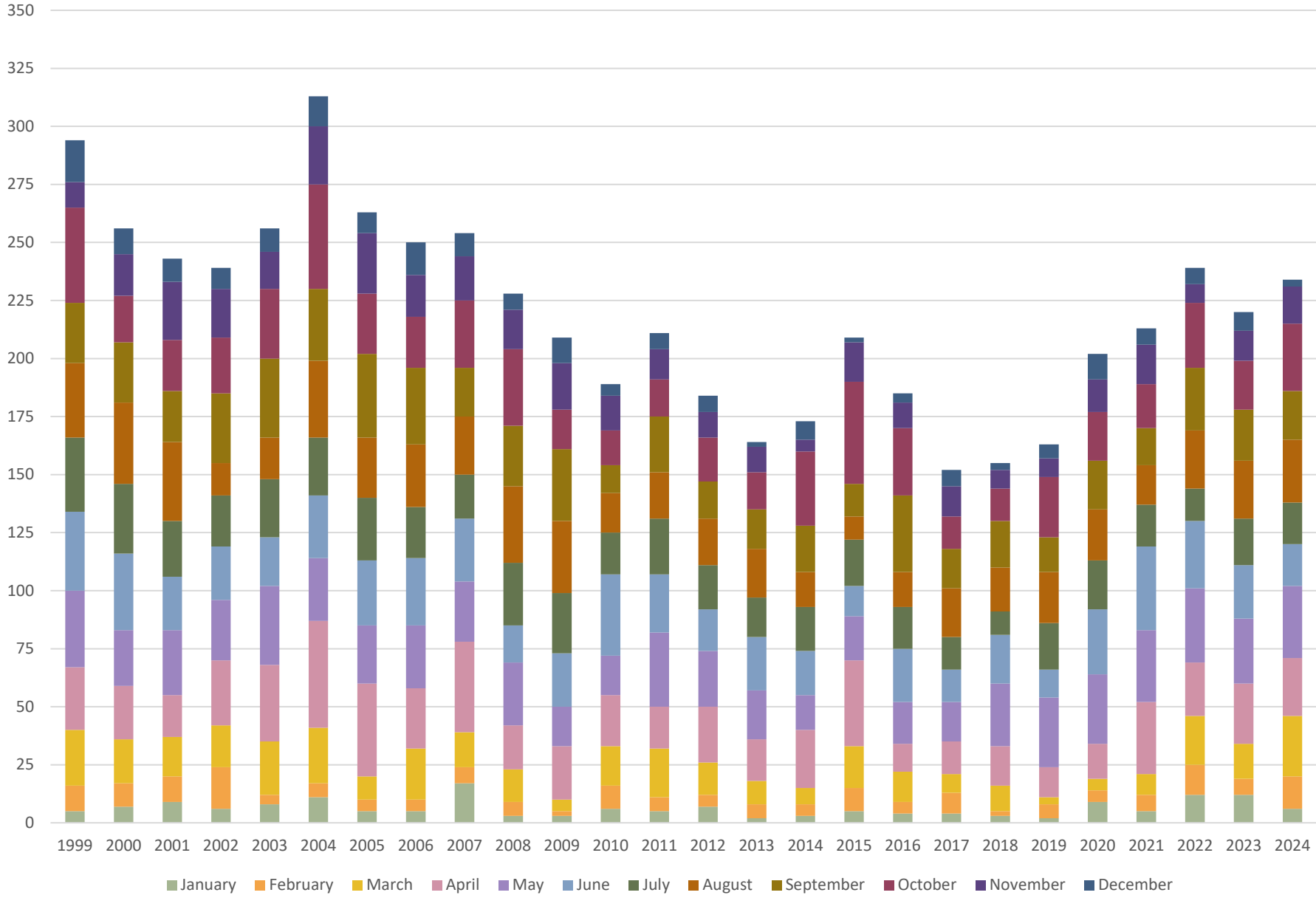
The Land Use Planning and Zoning Department endeavors to provide an exceptional level of customer service through personal interaction, quality informational resources, and a GIS site that is second to none. This Department looks forward to working with the Public, the Land Use Planning and Zoning Committee, all other committees, and the County Board to represent and serve this amazing county. Respectfully submitted to and approved by the Land Use Planning & Zoning Committee on March 6, 2025.

Matt E. Kirkman  
Land Use Planning & Zoning Director

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

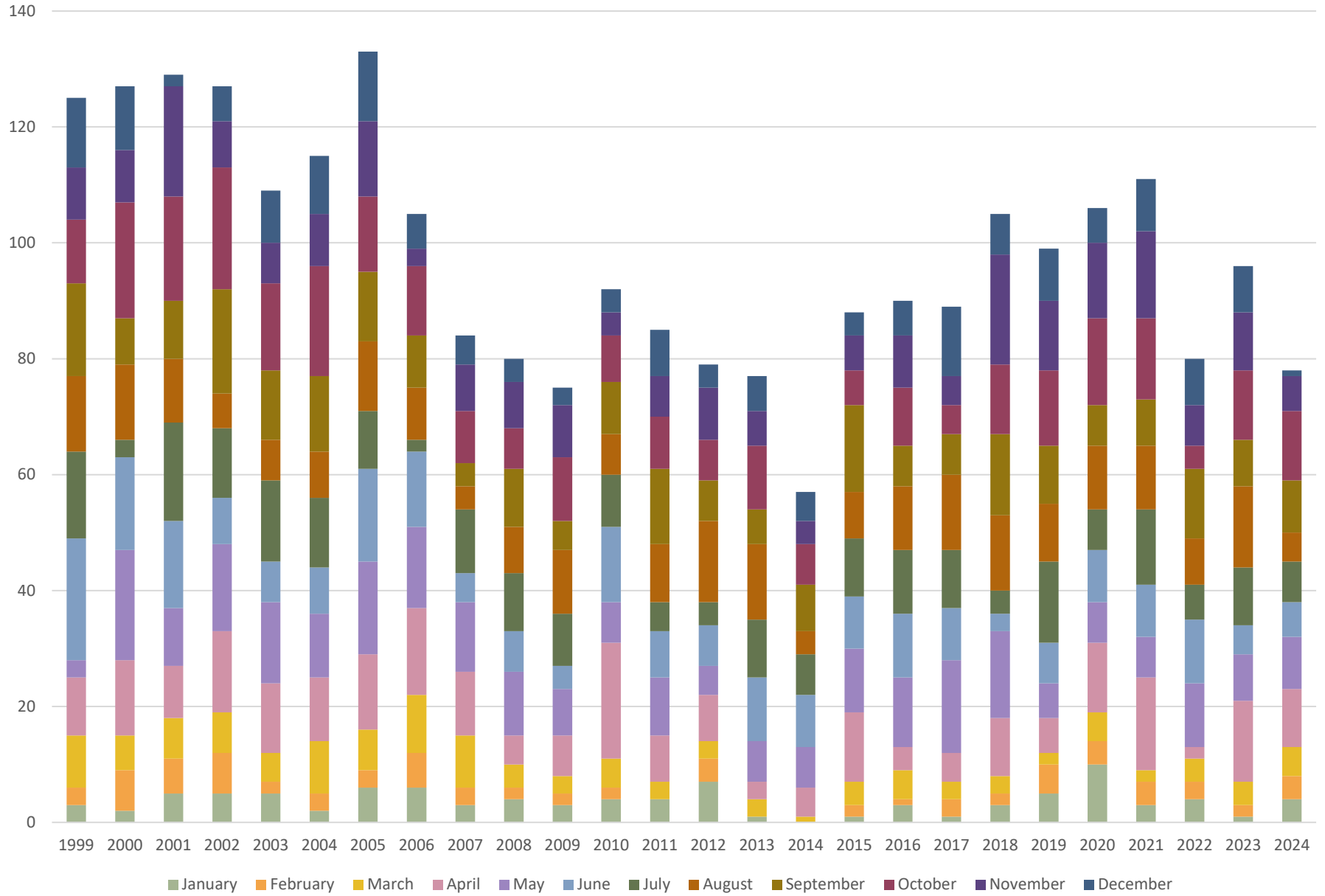
FEES RECEIVED	DECEMBER				YEAR-TO-DATE				BUDGET	
	2023		2024		2023		2024		2024	
	NO.	AMOUNT	NO.	AMOUNT	NO.	AMOUNT	NO.	AMOUNT		
<b>LAND USE PERMITS</b>										
Total Monthly Issued Permits	7	2,650	3	1,700	239	56,900	234	\$ 75,550	\$ 60,000	126%
<b>SANITARY PERMITS (POWTS)</b>										
Total Monthly Issued Permits	8	2,010	1	280	77	21,210	78	\$ 24,190	\$ 26,000	93%
<b>NON-METALLIC MINING PERMITS</b>										
Annual Permit Fees	-	-	-	\$ -	18	15,650	7	\$ 14,005	\$ 15,200	92%
<b>BOARD OF ADJUSTMENT</b>										
Special Exception	-	-	-	-	-	-	-	-	-	-
Variances	-	-	-	-	2	750	5	1,875	-	-
Appeals	-	-	-	-	1	375	-	-	-	-
<b>Total</b>	-	\$ -	-	\$ -	3	\$ 1,125	5	\$ 1,875	\$ 1,500	125%
<b>PLANNING &amp; ZONING COMMITTEE</b>										
Zoning Change	1	375	-	-	10	3,750	10	3,750	-	-
Conditional Use Permits	1	375	-	-	14	5,250	5	1,875	-	-
Variance	-	-	-	-	2	900	-	-	-	-
<b>Total</b>	2	\$ 750	-	\$ -	26	\$ 9,900	15	\$ 5,625	\$ 8,525	66%
<b>MISC.</b>										
Wisconsin Fund	-	-	-	-	-	-	1	50	-	-
Fines & Forfeitures	2	400	-	700	10	1,400	-	8,940	-	-
<b>Total</b>	2	\$ 400	-	\$ 700	10	\$ 1,400	1	\$ 8,990	-	-
<b>SURVEYOR</b>										
Certified Survey Maps	4	660	1	195	38	6,570	37	6,675	6,500	-
Preliminary and Final Plats	-	-	-	-	-	-	-	-	-	-
Applied Funds: County Surveyor	-	-	-	-	1	9,500	-	-	9,500	-
<b>Total</b>	4	\$ 660	1	\$ 195	39	\$ 16,070	37	\$ 6,675	\$ 16,000	42%
<b>GIS (Geographic Information System)</b>										
Map Sales	-	-	-	-	1	15	-	-	-	-
Land Records Transfer	-	25,000	-	-	-	25,000	-	25,000	25,000	-
Land Information Grant	-	10,000	-	-	-	10,000	-	10,000	10,000	-
<b>Total</b>	-	\$ 35,000	-	\$ -	1	\$ 35,015	-	\$ 35,000	\$ 35,000	100%
<b>GRAND TOTAL</b>										
	23	41,470	5	2,875	413	157,270	377	171,910	\$ 162,225	-
									<b>Total</b>	<b>106%</b>

### Land Use Permit Numbers by Year





### Sanitary Permit Numbers by Year



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

FEES RECEIVED	JANUARY				YEAR-TO-DATE				BUDGET	
	2024		2025		2024		2025		2025	
	NO.	AMOUNT	NO.	AMOUNT	NO.	AMOUNT	NO.	AMOUNT		
<b>LAND USE PERMITS</b>										
Total Monthly Issued Permits	6	1,650	11	3,500	6	1,650	11	\$ 3,500	\$ 60,000	6%
<b>SANITARY PERMITS (POWTS)</b>										
Total Monthly Issued Permits	4	1,120	1	280	4	1,120	1	\$ 280	\$ 26,000	1%
<b>NON-METALLIC MINING PERMITS</b>										
Annual Permit Fees	4	6,500	7	\$ 7,000	4	\$ 6,500	7	\$ 7,000	\$ 15,200	46%
<b>BOARD OF ADJUSTMENT</b>										
Special Exception	-	-	-	-	-	-	-	-	-	-
Variances	-	-	-	-	-	-	-	-	-	-
Appeals	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	-	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,500	0%
<b>PLANNING &amp; ZONING COMMITTEE</b>										
Zoning Change	3	1,125	1	375	3	1,125	1	375	-	-
Conditional Use Permits	-	-	2	750	-	-	2	750	-	-
Variance	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	3	\$ 1,125	3	\$ 1,125	3	\$ 1,125	3	\$ 1,125	\$ 8,525	13%
<b>MISC.</b>										
Wisconsin Fund	-	-	-	-	-	-	-	-	-	-
Fines & Forfeitures	3	800	3	800	3	800	3	800	-	-
<b>Total</b>	3	\$ 800	3	\$ 800	3	\$ 800	3	\$ 800	-	-
<b>SURVEYOR</b>										
Certified Survey Maps	-	-	3	510	-	-	3	510	6,500	-
Preliminary and Final Plats	-	-	-	-	-	-	-	-	-	-
Applied Funds: County Surveyor	1	9,500	-	-	1	9,500	-	-	9,500	-
<b>Total</b>	1	\$ 9,500	3	\$ 510	1	\$ 9,500	3	\$ 510	\$ 16,000	3%
<b>GIS (Geographic Information System)</b>										
Map Sales	-	-	-	-	-	-	-	-	-	-
Land Records Transfer	-	-	-	-	-	-	-	-	25,000	-
Land Information Grant	-	-	-	-	-	-	-	-	10,000	-
<b>Total</b>	-	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 35,000	0%
<b>GRAND TOTAL</b>										
	21	20,695	28	13,215	21	20,695	28	13,215	\$ 162,225	
									<b>Total</b>	<b>8%</b>

For 01/01/25 - 01/31/25

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>
<b>10 Land Use Planning and Zoning</b>						
<b>53610 Code Enforcement</b>						
25-100-10-53610-110-000 Salaries	328,660.80	.00	10,240.38	10,240.38	318,420.42	3.12
25-100-10-53610-125-000 Overtime	.00	.00	33.58	33.58	-33.58	.00
25-100-10-53610-140-000 Meeting Payments	951.00	.00	.00	.00	951.00	.00
25-100-10-53610-151-000 Social Security	25,145.00	.00	1,820.96	1,820.96	23,324.04	7.24
25-100-10-53610-153-000 Ret. Employer Share	22,679.00	.00	1,764.17	1,764.17	20,914.83	7.78
25-100-10-53610-154-000 Health Insurance	77,549.28	.00	7,253.36	7,253.36	70,295.92	9.35
25-100-10-53610-155-000 Life Insurance	569.16	.00	47.43	47.43	521.73	8.33
25-100-10-53610-210-002 Professional Services	14,250.00	.00	2,137.50	2,137.50	12,112.50	15.00
25-100-10-53610-218-000 VIOLATION NOTICE SERVICE	300.00	.00	.00	.00	300.00	.00
25-100-10-53610-225-000 Phone Service	800.00	.00	52.36	52.36	747.64	6.55
25-100-10-53610-242-000 Print Management	300.00	.00	12.74	12.74	287.26	4.25
25-100-10-53610-307-000 Training	1,160.00	.00	.00	.00	1,160.00	.00
25-100-10-53610-310-000 Office Supplies	950.00	.00	74.52	74.52	875.48	7.84
25-100-10-53610-312-000 Field Supplies	150.00	.00	.00	.00	150.00	.00
25-100-10-53610-312-001 Non-Metallic Mining Expense	26,000.00	.00	.00	.00	26,000.00	.00
25-100-10-53610-320-000 Publications-BOA Public Hearing	850.00	.00	.00	.00	850.00	.00
25-100-10-53610-320-001 Publications-PZ Public Hearing	3,000.00	.00	.00	.00	3,000.00	.00
25-100-10-53610-321-000 Seminars	1,200.00	.00	.00	.00	1,200.00	.00
25-100-10-53610-324-000 Member Dues	130.00	.00	.00	.00	130.00	.00
25-100-10-53610-330-000 Travel	1,170.00	.00	.00	.00	1,170.00	.00
25-100-10-53610-352-000 Vehicle Maintenance	850.00	.00	.00	.00	850.00	.00
<b>53610 Code Enforcement</b>	<b>506,664.24</b>	<b>.00</b>	<b>23,437.00</b>	<b>23,437.00</b>	<b>483,227.24</b>	<b>4.63</b>
<b>10 Land Use Planning and Zoning</b>	<b>506,664.24</b>	<b>.00</b>	<b>23,437.00</b>	<b>23,437.00</b>	<b>483,227.24</b>	<b>4.63</b>

## Land Use Permits: 1/1/2025 - 1/31/2025

### Town of Berlin

Permit Number	Site Address	Issued Date	Owner Name	Estimated Cost	Project_1 Type/SubType	Project_1 Description	Project_2 Type/SubType	Project_2 Description
NONE								

### Town of Brooklyn

Permit Number	Site Address	Issued Date	Owner Name	Estimated Cost	Project_1 Type/SubType	Project_1 Description	Project_2 Type/SubType	Project_2 Description
13851	No Address Available	01/03/2025	LAWSONIA INC	5000	Land Disturbing Activity - Wetland & Habitat Restoration	Fill-in illegal grassed swale thru shoreland wetland. Restoration of upland beach ridge.		
13854	N5955 KILLDEER LN	01/13/2025	KEVIN R & MELISSA MANNING	6000	Accessory Structure - Attached Deck/Patio	Replacement Deck		
13859	W2422 GREENSIDE CT	01/23/2025	BREEDAT CARR, WILLIAMY CARR	900000	Accessory Structure - Stairs/Walkway	Front Walkway	Accessory Structure - Attached Deck/Patio	Screen Deck

### Town of Green Lake

Permit Number	Site Address	Issued Date	Owner Name	Estimated Cost	Project_1 Type/SubType	Project_1 Description	Project_2 Type/SubType	Project_2 Description
13852	W2704 MENOMINEE CT	01/13/2025	RANDY L & EMMA J WILLIAMS IRREVOCABLE JOINT INCOME TRUST ONE	10200	Accessory Structure - Detached Garage	Garage for boat		
13856	N5010 HORNER RD	01/16/2025	RICHARD E & PATRICIA L EHRENBERG LIVING TRUST	2000	Accessory Structure - Shed	Shed		
13858	W2942 COUNTY ROAD H , W2967 COUNTY ROAD H , N2322 COUNTY ROAD I , N2326 COUNTY ROAD I , N2255 COUNTY ROAD I , N2141 COUNTY ROAD I , W3231 COUNTY ROAD S , N1785 COUNTY ROAD I , N1775 COUNTY ROAD I , N1907 COUNTY ROAD I , No Address Available, N1743 COUNTY ROAD I , W3004 COUNTY ROAD H , W3128 STATE ROAD 44 AND 73 , No Address Available, No Address Available, No Address Available, No Address Available, No Address Available, N2424 COUNTY ROAD I , No Address Available, No Address Available, No Address Available, No Address Available, No Address Available	01/22/2025	BUSY BEE ACRES LLC, KRUEGERSTEAD LLC, MAM FARMS LLC, NITZ MARITAL TRUST, SCHWANDT IRREVOCABLE FAMILY TRUST, AMANDAM LARSON, DAVIDR SCHWANDT IRREVOCABLE TRUST, DOUGLAS & BONITA DRAGER, JACOBR LARSON, JACOBR TUTTLE, KRISTINAA KRUEGER, MARIE KRUEGER, MATTHEWJ ARENZ, MELISSA & ANDREW GLASS REVOCABLE LIVING TRUST, MELVIN G & ELIZABETH M LEEDLE LIVING TRUST, MERLYN D & CORRINE KRUEGER, MICHAEL J & DAWN M VANDE CASTLE, PALOMAB TUTTLE, PAULA ROWLEY, ROBERT E & GLORIA F KELM REVOCABLE LIVING TRUST, TYLER DENSON	99000	Other - Transmission Main	14 Padmount Transformers and 3 Junction Boxes		Directional Boring and Vibratory Plowing
13864	N2944 N KEARLEY RD	01/27/2025	ARLEENK BRUMIRSKI, TERCENES BRUMIRSKI	50000	Accessory Structure - Detached Garage	Detached Garage	Land Disturbing Activity - Grading	Grading for detached garage

### Town of Kingston

Permit Number	Site Address	Issued Date	Owner Name	Estimated Cost	Project_1 Type/SubType	Project_1 Description	Project_2 Type/SubType	Project_2 Description
13853	W6502 STATE ROAD 44	01/10/2025	CAROLEEM MILLER	1250	Accessory Structure - Agricultural Building	Horse Stable	Accessory Structure - Fence	Open Style Fence

**Town of Mackford**

Permit Number	Site Address	Issued Date	Owner Name	Estimated Cost	Project_1 Type/SubType	Project_1 Description	Project_2 Type/SubType	Project_2 Description
NONE								

**Town of Manchester**

Permit Number	Site Address	Issued Date	Owner Name	Estimated Cost	Project_1 Type/SubType	Project_1 Description	Project_2 Type/SubType	Project_2 Description
13863	W4260 STATE ROAD 44	01/27/2025	EDGAR R & GLORIA R FREDRICK LIVING TRUST	99990	Accessory Structure - Cell Towers	Class 2 Co-locate with equipment platform and support cabinets		

**Town of Marquette**

Permit Number	Site Address	Issued Date	Owner Name	Estimated Cost	Project_1 Type/SubType	Project_1 Description	Project_2 Type/SubType	Project_2 Description
13818	N3179 PUCKAWAY SHORES RD	01/27/2025	WILLIAM CORNELL	33000	Accessory Structure - Attached Deck/Patio	Deck		
13857	W5352 PUCKAWAY RD	01/20/2025	DANIEL & JOYCE M KOHN	850	Accessory Structure - Accessory Structure	Shipping container		

**Town of Princeton**

Permit Number	Site Address	Issued Date	Owner Name	Estimated Cost	Project_1 Type/SubType	Project_1 Description	Project_2 Type/SubType	Project_2 Description
NONE								

**Town of Saint Marie**

Permit Number	Site Address	Issued Date	Owner Name	Estimated Cost	Project_1 Type/SubType	Project_1 Description	Project_2 Type/SubType	Project_2 Description
NONE								

**Town of Seneca**

Permit Number	Site Address	Issued Date	Owner Name	Estimated Cost	Project_1 Type/SubType	Project_1 Description	Project_2 Type/SubType	Project_2 Description
NONE								

January 2024 Estimated Cost \$566,256.00

2024 YTD Estimated Cost \$566,256.00

January 2025 Estimated Cost:

2025 YTD Estimated Cost:

**\$1,207,290.00**

**\$1,207,290.00**

### Sanitary Permits: 1/1/2025 - 1/31/2025

Sanitary Permit	County Permit	Parcel Number	Site Address	Owners	Date Issued	Permit Type	System Type	Plumber Name	Additional Permit Type	Final Insp Date	Ind Site Dsgn	Additional Explanation	County Fee	DSPS Fee	Total cost to applicant
202524001		018005670100	N6930 STATE ROAD 73	ZRINSKY FAMILY IRREVOCABLE TRUST	01/14/2025	Replacement System	Conventional (Non-Pressurized In-Ground)	Ben Kinas		01/02/1900	No		\$ 280.00	\$ 100.00	\$ 380.00
202524002		016001230400	W4478 OLD GREEN LAKE RD	HAROLD ROEHL	01/27/2025	Replacement System	Conventional (Non-Pressurized In-Ground)	Jeffrey Novak		01/29/2025	No	3 bedroom house	\$ 280.00	\$ 100.00	\$ 380.00

**Total**    \$    560.00    \$ 200.00    \$ 760.00

\* There are additional properties associated with the permit

**Total Sanitary Permits Issued 1/1/2025 - 1/31/2025**

System Type	Total Count	New System Total Count	Replacement System Total Count	Revision Total Count
Conventional (Non-Pressurized In-Ground)	2	0	2	0
<b>Grand Total</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>

**Total Sanitary Permits Inspected 1/1/2025 - 1/31/2025**

System Type	Total Count	New System Total Count	Replacement System Total Count	Revision Total Count
Conventional (Non-Pressurized In-Ground)	4	3	1	0
<b>Grand Total</b>	<b>4</b>	<b>3</b>	<b>1</b>	<b>0</b>

**Land Use Violations Report  
February 2025**

**First Notice**

Parcel Number	Site Address	Owner Name	Permit #	Violation Type	Violation Description
012005160100	N879 Lane 7	William H Bontrager	13855	Zoning	Structures without land use permit and structure within street yard setback
004018310000	W1715 North Street	William J Riebe Living Trust	13775	Zoning	Construction within the sideyard setback
002000910000		Tim Drover	13669	Zoning	Tires, boats, trash, potentially a dwelling?

**Second Notice**

Parcel Number	Site Address	Owner Name	Permit #	Violation Type	Violation Description
018002970000		Jonathan Marquart	13827	Shoreland	Development in floodplain without determination of floodway vs flood fringe and no LUP
004009170100	W2955 Hillside Road	John Francis	13736	Shoreland	Retaining wall built within shoreland setback, without a land use permit, and wall is greater than six feet not designed by a professional engineer.
006001160102	W2498 Oakwood Avenue	Orazio Pollina	13826	Shoreland	Retaining walls within shoreland setback and no LUP for structures

**Sent to Corp. Counsel**

Parcel Number	Site Address	Owner Name	Permit #	Violation Type	Violation Description
004003750100	N6264 N Lawson Dr	David Santee	13356	Zoning	Establishing a residence without a conditional use permit on C-2 parcel.
004003750100	N6264 N Lawson Dr	David Santee	13460	Zoning	Operating a long term rental in a zoning district that does not allow long term rentals as an allowed use.
020004510000, 020004550000	Hopp Road Right of way	Hopp	13395	Floodplain	Installed three sets of three culverts in 2008 without WDNR or County Zoning approval. Resolution is to remove all three sets of culverts to restore natural flooding conditions. Update: Joe said he would work with the Town's attorney to draft a legal letter to Mike Arrowhead of Walleyes for Tomorrow. The letter would be worded in such a way that Walleyes for Tomorrow will be responsible for removing the culvert sets on both parcels.
014001810000	N4356 PINE RD E	PAUL PETERSEN	13618	Zoning	3 Recreational Campers in A-1, Farmland Preservation District
008004680000	W6502 STATE ROAD 44	Carolee Miller	13533	Shoreland	No LUP and building within the shoreland setback. Certified Mailing -unclaimed resent through S.O.
006016860000	W1172 Spring Grove Road	Lizbeth Olsen	13745	Zoning	Fence built without LUP and is not open style or 4 feet in height when within the streetyard setback

Monthly Violations Resolved  
0

YTD Violations Resolved  
3

**Resolved**



**POWTS FAILURE REPORT 1/29/2025**

Open					
Parcel Number	Site Address	Owner Name	Permit #	Violation Description	Violation Date
1800271000	N6431 River Road	Dennis F Jensen	1624109	System likely not installed to plumbing code, will be investigated more in spring. Owner plans to replace/abandon system.	11/25/2024
006001630000	N4443 HORNER RD	4 PAR LLC	199425	Holding tank permit application is submitted, waiting on mound permit application to approve the holding tank permit.	10/29/2024
18005670100	N6930 State Road 73	Zrinsky Family Irrevocable Trust	201624036	System filled in with sand, new permit number 202524001, cannot install system till spring	12/9/2024

Notice Sent					
Parcel Number	Site Address	Owner Name	Permit #	Violation Description	Violation Date
4007040300	W2223 Ledgeview Rd	Jenna Norton	19002655	Drywells installed into zone of saturation	2/11/2025

Final Notice Sent					
Parcel Number	Site Address	Owner Name	Permit #	Violation Description	Violation Date
14003290100	W7270 Puckaway Road	Ocean Housing LLC	38043	Failing drainfield, pumps, and metal tank.	1/10/2025

Sent To Corp Counsel					
Parcel Number	Site Address	Owner Name	Permit #	Violation Description	Violation Date
008004020000	W6712 PARK VIEW LN	; YODER DOROTHY ; YODER WILBUR ; YODER WILLIAM	00824056	Illegally installed holding tank of some kind. Has new sanitary permit 202424137 installed for new house, waiting on POWTS abandonment.	5/17/2024
016000090000	N6123 SWAMP RD	HEBBE JAMES A	01624006	Working to remove house and abandon system.	4/26/2022
016000900100	N5771 COUNTY ROAD D	ARNESON COURTNEY L	201724075	Drain field failure	6/24/2024
016004630000	N4487 MAPLE LN	KLEIN JUSTIN T	58848	Tank not Watertight	8/5/2022
016004790100	N4185 WICKS LNDG	CLANCY PATRICK J; CLANCY ROBERT J; CLANCY SOWLE COLLEEN	01624043	Illegal holding tank and plumbing	3/31/2020
016008320000	N5528 COUNTY ROAD T	WEIR LAVERNE J	01624079	Tank not Watertight, drywell structurally compromised	12/12/2023
016009230000	N4922 RAY SHORTER RD	PROG ROD-GUN CLUB	010024256	Tank Failure	5/29/2021
018006720200	N7506 STATE ROAD 73	CLEMENTS JR CECIL D	000148246	Drain field failure	4/30/2024
020002500400	W2635 FOX RIVER SHRS E	CONN HAROLD A; CONN LEONARD R; CONN MARY	000037515	Tank has roots growing into it. No longer watertight or structurally sound. discharging effluent to the groundwater table.	5/21/2024
154000570000	145 SHERMAN AVE	LOESL CYNTHIA MARIE; LYSY DEBORAH	15424008	Tank Failure	9/20/2024
016009230000	W5894 WALTER WILLIAMS RD	PROG ROD-GUN CLUB	202324057	Waterline issue to be resolved in spring.	10/21/2024

## Request for Credit Card Approval

**Department:** Land Use Planning & Zoning

**Committee:** Land Use Planning & Zoning

Name of Card Holder	Title of Postion	Credit Card Limit
Gerald Stanuch	Land Information Officer	\$5,000

**Justification for Credit Card(s):**

<p>To separate Land Information grant purchases from Zoning purchases for easier management of grant accounts. Suggested card limit is based on cost of some technology hardware upgrade purchases like surveying equipment for example. Card is also needed for hotel stays for conferences and technical training.</p>

**Department Head Approval:**     *Matt Kirkman*    

**Date Approved by Committee of Jurisdiction:** \_\_\_\_\_

*Following this acceptance please forward to the County Clerk's Office.*

**Date Approved By Finance Committee:** \_\_\_\_\_

## GREEN LAKE COUNTY CREDIT CARD POLICY & PROCEDURES

### Purpose

To establish a method for use and define the limits of the use of County issued credit cards. These cards are provided to authorized staff in order to make purchases of goods and/or services on behalf of Green Lake County. All County transactions shall be traceable to an authorized employee.

### Procedure

1. The County Treasurer shall determine the financial institution offering the best credit card service value to the County and shall be responsible for establishing the County credit card account. The County Administrator shall be designated the credit card account administrator for the purposes of online activity including, but not limited to, adding/deleting credit cards, monitoring transactions for fraud and electronic download of transaction statements. Monthly audit, reconciliation and payment of credit card statement(s) shall be performed by the County Clerk's Office.
2. A department head must submit the Credit Card Request Form to the County Clerk's Office to be included on the agenda for review and approval by their committee of jurisdiction. The request must include the person's name, credit limit, and justification for the credit card.
3. Upon approval by the committee of jurisdiction the Credit Card Request Form shall be forwarded to the County Clerk's office to be included on the agenda for review and approval by the Finance Committee.
4. The Finance Committee shall review the Credit Card Request Form and grant or deny approval of the credit card request. Upon approval of the request, the employee will fill out the Employee Agreement Form and forward it to the County Administrator's Office. The County Administrator will apply for the credit card on the on line credit card website.
5. The County Administrator's Office shall maintain all records of credit card requests, approvals/ denials, and lost/stolen/destroyed card information.
6. The Department Head shall monitor the use of the department's credit cards.
7. The following restrictions shall apply to credit cards and their use:
  - a. County credit cards are to be used only for County business. Personal use is not allowed.
  - b. Minimum credit card limit authorization is \$1,000 per individual, unless extenuating circumstances exist.
  - c. Credit card limits are not to exceed \$10,000; exceptions may be granted by the Finance Committee for the following:
    - Highway Department purchasing agent(s) and Highway Commissioner
    - County Clerk Department purchasing agent(s) and County Clerk
    - County Administrator purchasing agent(s) and County Clerk
    - Temporary individual card limit exceptions may be granted with the approval of both the County Administrator and County Treasurer.
  - d. Each credit card can only be used by the employee whose name is on the county credit card.

- e. Cash advances are not allowed.
  - f. Telephone calls are not allowed.
  - g. Prior to separation from the County or transfer to another department, the cardholder shall surrender the credit card to the County Administrator's Office. The department head is responsible to notify the County Administrator's Office when a credit card holder leaves county employment or transfers. The County Administrator shall cancel the card.
  - h. An Employee Agreement shall be signed and filed with County Administrator's Office before the card is assigned to the employee/department.
  - i. All credit card receipts and monthly statements must be presented for review and approval for payment. The Department management staff along with the County Clerk's Office will review and approve all transactions. Any credit card transactions submitted without proper documentation shall be deemed the personal obligation of the employee initiating that transaction.
  - j. The credit cards shall be used only for the approved purchases allowed by the Finance Committee: gas (if not receiving mileage), lodging, registrations and supplies. Use of any County issued credit card shall not be deemed a substitute for not following standard Green Lake County purchasing policies and practices.
  - k. **The credit cards will not be used for cash cards, gift certificates, meals or other reimbursable items.**
8. The departments shall not take out other credit cards other than those under this policy, unless otherwise authorized by the County Administrator and Finance Committee.
9. Reasons for cancellation for credit cards include, but are not limited to:
- a. If late fees are charged to an account the Finance Committee may cancel that department's credit card.
  - b. Failure to turn in credit card receipts may result in the cancellation of the credit card and the employee being held responsible for reimbursement by action of the County Administrator.
  - c. Any individual or department who violates the above procedures may have his/her/its credit card privileges terminated by the Finance Committee.
10. The County Treasurer shall be responsible for managing credit card issuance, cancellations, limits and redemption of credit card points earned on a timely basis.

## EMPLOYEE AGREEMENT

I, (employee name) Gerald Stanuch, agree to comply with the following terms and conditions regarding my use of the County credit card.

- I understand that I will be making financial commitments on behalf of Green Lake County and will strive to obtain the best value for the County.
- I understand that Green Lake County is liable for all charges made on the card. However I will be responsible for charges lacking proper documentation.
- I agree to use this card for approved purchases only and agree not to charge personal purchases. I understand that the County Clerk's Office will audit the use of this card and report and take appropriate action on any discrepancies.
- I agree to notify my Department Head and the County Administrator's Office immediately should any apparently fraudulent activity or charges related to the credit card arise or otherwise come to my attention.
- I will follow the established procedures for the use of the card. Failure to do so may result in either revocation of my use of County credit cards and/or other disciplinary actions.
- I have been given a copy of the Green Lake County Credit Card Policy and Procedures and understand the requirements for the card use.
- I agree to return the card immediately upon request or upon termination of employment (including retirement), or upon transfer to another department.
- I agree to return any credit card that has been canceled or expired to the County Administrator's Office as soon as possible for audit review.
- If the card is lost or stolen, I agree to notify the County Administrator and Department Head immediately.

Employee Signature: Gerald Stanuch Date: 02/12/2025

Department: Land Use Planning & Zoning

Card # Issued: \_\_\_\_\_

5/22

# Accessory Structures

## including detached garages

Is there any reason to change these standards?

# What does the Ordinance say about it?

- Under Purpose:
  - Promote the comfort, health, safety, morals, prosperity, aesthetics and general welfare of GLC.
    - Detached accessory structures can provide for comfort, health, safety, “morals”, prosperity, aesthetics and general welfare.
    - They can also have the effect of countering these depending on their use, their location, their footprint, and height.
    - The ordinances standards ought to address extremes of use, size, location so as to maintain the purpose of the zoning ordinance.

# More Ordinance....

- Under Intent:
  - Regulate use of structures and use of lands.
    - Residential accessory structures, to be accessory, cannot be considered principal residences. Their use must be subordinate and incidental to the principal residence on the parcel.
    - Restrictions that promote the accessory nature of a structure should be maintained.
    - Anything that could open these structures up to being comparable to or even much larger than a principal residence should be avoided.



# More Ordinance....

- Under Intent:
  - Regulate lot coverage, population density and distribution, and the location and size of structures..
    - There is no public benefit from having a lot completely covered by structures. However, the more green-space on a lot the less impact stormwater runoff has on neighboring properties, lakes streams, rivers, and public infrastructure.
    - Ordinance standards ought to promote more green-space and restrict/mitigate the over building of lots.
    - It is especially advantageous for population density in residential zoning districts to be limited. Allowing multiple residential uses beyond a single-family use is contrary to intent of the zoning ordinance.
    - It is also clear that the location and size (including height) of an accessory structure can have a deleterious effect on neighboring properties. Ordinance standards that counter these effects should be promoted.
    - Front yard, side yard and rear yard as well as shoreyard setbacks all have a role in fulfilling this intent of the ordinance.

# More Ordinance....

- Under Intent:
  - Stabilize and protect the natural beauty and property values in GLC.
    - It is clear that property values are stabilized by residential zoning ordinance standards.
    - There has to be balance however between restrictions designed to discourage uses / structures that devalue a property (and neighboring properties) and allowances that can add value to a property and thusly the neighborhood.

# Current standards: Ord. 989-2011 (2-15-11)

- E.** Accessory building structures. The total combined footprint area allowed for accessory building structures shall not exceed 10% of the land area, excluding any road right-of-way. Each accessory building structure shall satisfy all of the following standards:

[Added 2-15-2011 by Ord. No. 989-2011; amended 9-21-2021 by Ord. No. 30-2021]

- (1) Setbacks: same as principal structure.
- (2) Height: 25 feet maximum; ground floor surface to peak. There shall be no sidewalls above the ground floor ceiling joist. Ground floor sidewalls shall not exceed 15 feet in height.
- (3) Area: 1,500 square foot maximum footprint (ground floor).
- (4) Volume: 25,000 cubic feet maximum volume.
- (5) Human habitation of a detached accessory building structure may be allowed, however shall be limited to 20% of the footprint area or 300 square feet, whichever is less. This standard shall apply to only one detached accessory building structure per lot or parcel.
- (6) In no case is a shipping or storage container(s) to be utilized as a residential accessory building structure.  
[Added 8-18-2020 by Ord. No. 9-2020]

# How does the zoning ordinance...

- Regulate the use of structures and use of lands?
  - Zoning districts regulate use of structures and lands.
  - Height maximums limit the use of an accessory structure by reducing the 3D envelope.
  - Sidewall limitations restrict accessory structure from being two stories and therefore limits useable space that could be converted to residential uses.
  - Footprint limitations restrict max footprint to 1,500sqft.
  - Volume limitation restricts the total volume to 25,000cuft. This reduces useable space above and below the main floor level from being converted into residential uses.
  - Human habitation allowances is based on the maximum of 20% (not to exceed 300sqft) in only one detached accessory structure per lot or parcel.

# How does the zoning ordinance ...

- Regulate lot coverage, population density and distribution, and the location and size of structures?
  - Section 350-38.E. states that the total combined footprint of accessory buildings shall not exceed 10% of the land area. So if a lot is 10,000sqft, the total footprint of attached and detached garages (sheds included) cannot exceed 1,000sqft.
  - Height maximums, sidewall limitations, and volume limitations all have the effect of limiting population density and distribution to mainly the principal residence.
  - Human habitation in detached accessory building structures is limited based on the maximum of 20% of the footprint (not to exceed 300sqft) in only one detached accessory structure per lot or parcel. This continues the emphasis that the principal residence needs to be used to accommodate the vast majority of the residents.
  - Building setbacks, the height limitations (25ft), maximum footprint (1500sqft) and the volume limitation (25,000cuft) all limit the location and size of structures.

# How does the zoning ordinance ...

- Stabilize and protect the natural beauty and property values in GLC?
  - Section 350-38.E. limits accessory buildings from the overbuilding of a lot. This maintains a lot's natural beauty and property value as well as neighboring properties as well.
  - Limiting space available for residential occupancy outside of the principal residence maintains a consistent use in the area which stabilizes and protects property values.
  - Building setbacks, the height limitations (25ft), maximum footprint (1500sqft) and the volume limitation (25,000cuft) all help maintain a consistent single-family residential use in the area which stabilizes and protect property values.

# Is there a good reason to amend the ordinance?

- What has changed since 2011?
  - Thousands of detached garages have been permitted since 2011 based on these same restrictions.
  - No one has presented any reason to change these standards until last month.
  - Is it true that there is no identifiable reasoning behind the 25,000cuft volume limitation? Present reasoning...
  - Is there a concern(s) related to opening up additional volume in a detached garage?
  - Why is the height of single-family dwellings measured from average finished grade and detached accessory structure measured from lowest adjacent grade?

# Why was 25 feet determined to be max height?

- Prior to 2011 the maximum height of a detached garage was 15ft. Back then max height was measured from the average finished grade to the highest point of the roof.
- Currently, and in 2011, the max height for a single-family dwelling is 35ft also measured from the average finished grade to the highest point of the roof.
- The Committee, at the time (2011), chose to increase the max height to 25 feet, at the request of local contractors, so that roof pitches could be more consistent with the single-family dwelling they would accompany.
- And the Committee felt it would be easier to measure height from the ground floor surface to the peak rather than getting an average grade.
- Also, the extra height could be used for residential garage storage or even limited human habitation. Human habitation was not allowed prior to 2011.



# Why was 25,000cuft determined to be the max volume?

- Prior to 2011 there was no max volume requirement for detached accessory building structure. However, the max volume was limited because of the max height of 15ft and a max footprint of 1500sqft.
- The 2011 LUP&Z Committee determined that a volume maximum was necessary to restrict the buildings from becoming architecturally nonaesthetic or inconsistent with residential design norms.
- Not including the roof volume a max footprint (30ft x 50ft) building with 10ft side walls has a volume of 15,000cuft.
- Different roof pitches were contemplated. A 12:12 pitch was determined to add just under 10,000cuft of additional volume.
- Taken together a max volume of 25,000cuft was proposed and adopted.
- When compared to what had been allowed pre-2011 the Committee felt that they had loosened these standards significantly.

# The arguments for / against amendment

- Should the 25,000 cuft volume standard be eliminated?
  - LUP& Z Department is not in favor of eliminating the max volume standard as it maintains architectural aesthetics and consistency with residential design norms.
  - The prior LUP&Z Committee did not expect basements or walkouts to be included in the max volume calculation. Typically, basements or walkouts are associated with single family dwellings. However, it could be acceptable to exempt basements from the max volume calculation with certain restrictions as to use (see below).
  - With AirBnB's and VRBO's becoming more and more prevalent, property owners will look to utilize all available space for sleeping quarters. It would be necessary to specifically prohibit human habitation of a detached accessory building structure's basement or attic space.

# The arguments for amendment

- Should we be measuring max height for detached accessory structure the same way we measure the max height of single-family dwellings?
  - This would make things more consistent, but it is easier to make one measurement vs multiple height measurements.
  - LUP& Z Department would be open to measuring detached accessory building structure height the same way we measure max height for all other building structures.

## 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 6, 2025, at 9:30 a.m.** to consider the following requests:

**Item #1: Owner:** Donald E. Kinas, **Agent:** Michael McConnell, **Location:** N5112 Brooklyn G Road, **Parcel:** 004-00786-0000. **Legal Description:** Part of the NW  $\frac{1}{4}$  of SW  $\frac{1}{4}$ , located in Section 36, T16N, R13E, Town of Brooklyn,  $\pm 5.0$  acres. **Request:** The owners are requesting a rezone from A1, Farmland Preservation District, to R4, Rural Residential 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 20, 2025*

**Item #1:**

**Owner:** Donald E. Kinas, **Agent:** Michael McConnell, **Location:** N5112 Brooklyn G Road, **Parcel:** 004-00786-0000. **Legal Description:** Part of NW  $\frac{1}{4}$  of SW  $\frac{1}{4}$ , located in Section 36, T16N, R13E, Town of Brooklyn,  $\pm 5.0$  acres. **Request:** The owners are requesting a rezone from A1, Farmland Preservation District, to R4, Rural Residential District to be identified by certified survey map.

## LAND USE PLANNING AND ZONING COMMITTEE STAFF REPORT

PUBLIC HEARING

March 6, 2025

### ITEM I: ZONING CHANGE

**OWNER:**

Donald E Kinas

**APPLICANT:**

Same

**REQUEST:** The owner is requesting a zoning change for ±5 acres from A-1, Farmland Preservation District, to R-4, Rural Residential District.

**PARCEL NUMBER / LOCATION:** The request affects parcel number 004-00786-0000 (±40.00 acres). The parcel is located in the NW ¼ of the SW ¼ Section 36, T16N, R13E, Town of Brooklyn. The site address for the zoning change is N5112 Brooklyn G RD.

**EXISTING ZONING AND USES OF ADJACENT AREA:** The current zoning of parcel 004-00786-0000 is A-1 Farmland Preservation District and is used as farmland and residentially. The parcel is surrounded by A-1 Farmland Preservation District zoned parcels, excluding a ± 12 acre area of R-1 Single Family Residential District directly to the North. Most surrounding parcels are used agriculturally for crop production, the residentially zoned parcels to the North are utilized as single-family homes. To the Northwest several A-1 Farmland Preservation District parcels are forested. The proposed rezone area does not fall under shoreland zoning or within floodplain jurisdiction and does not contain any DNR mapped wetlands.

**ADDITIONAL INFORMATION / ANALYSIS:** The area of the parcel to be rezoned has had evidence of a residential use since at least 1937. Between 2000-2005 the original farmhouse, POWTS, and farm structures were removed from the property. In 2014 the owner constructed a pole building within the area to be rezoned. In 2017 the owner constructed a single-family dwelling within the area to be rezoned. In 2019 the owner added on to the exiting pole building. The area of the parcel that is currently under agricultural production has been under agricultural production since at least 1937.

This property has had multiple applications for a conditional use permit to conduct non-metallic mining. Mining applications in 1995 and 2022 did not result in any mining activities on the property. Portions of the property previously contained archeological features, however these features have since been removed by agricultural practices around a century ago.

The area to be rezoned contains 3 soil units according to the USDA Web Soil Survey. The three soil units are: approximately 1.4 acres of Plano silt loam (PnA) a class 1 soil, approximately 3 acres of Knowles silt loam (KwB) a class 2 soil, and approximately 0.6 acres of Mendota silt loam (MsB) a class 2 soil. As indicated by the applicant, the area to be rezoned is unlikely to have the same soil profiles as the 3 soil units indicated in the Web Soil survey. Disturbances from filling, grading, and excavating have likely substantially altered the soil in the area to be rezoned.

The intention of the rezone is to divide the existing parcel 004-00786-0000 into two new parcels. One parcel will be ±5 acres in the Northwest corner of the parcel and will be rezoned to R-4 Rural

Residential District to maintain its residential use. The R-4 zoned parcel will contain the house, pole barn, and existing POWTS for the house. The pole barn and house are both code compliant with the current R-4 zoning standards. The remaining piece of the existing parcel 004-00786-0000 will become ±35 acres and will remain zoned A-1 Farmland Preservation District and will stay in crop production.

The A-1 Farmland Preservation district requires a minimum of 8 acres, however the area of the parcel used residentially is only approximately 5 acres. By doing a land division into two A-1 zoned parcels, an additional approximately 3-4 acres of agricultural land would be included with the residential parcel. The applicant is requesting to rezone the area used residentially to R-4 to reduce the minimum parcel size so less agricultural land is within the parcel primarily used for a residential use. This would allow for approximately 3-4 acres of agricultural land to stay in production with the ± 35 acre 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. **Only about ±2 acres of the area to be rezoned has ever been used for crop production since 1937. After a land division the parcel is unlikely to be usable for agricultural production due to limited usable soils and land. Most of the land to be rezoned has been used residentially since 1937 and is anticipated to stay as a residential use only. Rural residential uses are likely to be better served in the R-4 Rural Residential District.**
- 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 of the comprehensive plan, 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 including light agriculture." Section 350-41 further states that "The lands in this district should be predominately agricultural areas not suited for agricultural production or those lands due to location that would have limited impact on agricultural production" The land to be rezoned is no longer suitable for agricultural crop production due to development since at least 1937 and will allow for a transition zone between the R-1 parcels to the North and the A-1 parcels to the South.**
- 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 use 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 allow for light agricultural uses and to have limited impacts on future agricultural use of surrounding parcels.**

**TOWN OF BROOKLYN:** An Action Form requesting the Town's input related to this zoning change request was sent to the Town Clerk. At their meeting on February 11<sup>th</sup>, 2025, the Town Board did not object to and approves the request.



# TOWN BOARD ACTION

Dear Land Use Planning and Zoning Committee:

Please be advised that the Town Board of Brooklyn, County of Green Lake, took the following action on –  
(Date) Feb 11<sup>th</sup> 2025.

**Owner/Applicant:** Owner: Donald E. Kinas, Agent: Michael McConnell

**Site Location:** N5112 Brooklyn G Road

**General legal description:** Parcel #004-00786-0000, NW ¼ of SW ¼, located in Section 36, T16N, R13E, Town of Brooklyn, ±5.0 acres

**Request:** Rezone ±5.0 acres zoned A1, Farmland Preservation District, to R4, Rural Residential District. To be identified by Certified Survey Map.

**Planned public hearing date for the above requests:** March 6, 2025

**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.

If no action taken – please include reason for inaction.

- Reason(s) for objection/inaction:

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Middle West Township  
Town Representative

Feb 12<sup>th</sup> 2025  
Date Signed

**NOTES:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please return this form to the Land Use Planning & Zoning Office by: **February 21, 2025**

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 12/21/2024

Zone Change from A-1 to R-4

Conditional Use Permit for \_\_\_\_\_

Other \_\_\_\_\_

**PROPERTY OWNER / APPLICANT**

Name Donald E Kinas

Mailing Address W1266 N Lawson Dr., Green Lake, WI 54941

Phone Number (920)294-6451

Signature *Donald E Kinas* Date 12/21/2024

**AGENT IF OTHER THAN OWNER**

Name Michael McConnell

Mailing Address W1266 N Lawson Dr., Green Lake, WI 54941

Phone Number (920)294-6451

Signature *Michael McConnell* Date 12/21/2024

**PROPERTY INFORMATION**

Town of Brooklyn Parcel Number 004-00786-0000 Acres 40

Lot \_\_\_ Block \_\_\_ Subdivision \_\_\_\_\_

Section 36 Town 16 North Range 13 East

Location of Property N5112 Brooklyn G Road

Legal Description NW 1/4 of the SW 1/4 of Sec. 36

Current Zoning Classification A-1 Current Use of Property Residential

Detailed Description of Proposed Use Divide +/-5ac. from 40ac. parcel to be re-zoned R-4, the remaining +/-35ac. to remain A-1

See attached for further detail.

**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
- NMM Reclamation Permit \$450

**KOPPLIN & KINAS CO., INC.**  
**GREEN LAKE, WISCONSIN**

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**RE: Parcel # 004-00786-0000**

Mr. Kinas would like to divide +/- 5 acres (TBD by CSM) of land containing his residence and accessory building out of the existing 40-acre parcel as shown on the attached plan sheet. The 40-acre parcel is currently in the A-1 zoning district. The divide will require a re-zoning of the proposed 5 acres to the R-4 district due to the minimum allowed parcel size in the A-1 district being 8 acres excluding road right of way.

The 5-acre area that the residence and accessory building are situated on was also the location of the original farmstead that existed on the property. The attached aerial images from 1957 and 2023 show the extents of the two eras of major development on the parcel. Rock outcrops from the parcel were used to raise the ground for the current development on the parcel. It is unlikely that the soil types shown in the soil survey match the current soils found in the proposed re-zone area.

An alternative to re-zoning the proposed 5-acre division would be to instead divide 8 acres excluding road right of way as shown on the attached pan sheet. While this option prevents a re-zone, it technically separates 3.617 acres of agricultural land that is in production from the rest of the production land on the remaining parcel. Mr. Kinas believes that it would make more sense to re-zone the 5 acres of land that is not suitable for agriculture and keep the current field intact than to potentially remove 3.617 acres of production land from the greater parcel to avoid a re-zone.



Notes:

LEGEND

- SECTION LINE
- - - RIGHT OF WAY
- - - PROPOSED PARCEL SPLIT



5 ACRES TOTAL

4.385 ACRES EXCLUDING R/W

REV.	DESCRIPTION	BY	DATE

STATUS: FINAL



PREPARED FOR:  
DONALD E. KINAS JR.  
N5112 BROOKLYN G ROAD  
RIPON, WI 54971

PREPARED BY:  
KOPPLIN & KINAS CO., INC.  
W1266 NORTH LAWSON DRIVE  
GREEN LAKE, WI 54941  
(920)294-6451    [HTTPS://KCCIUS](https://kccius.com)

SITE:  
N5112 BROOKLYN G ROAD

TITLE:  
SITE MAP  
REZONE TO R4 - 5 AC. SPLIT

SCALE: 1=50	DATE: 12/18/2024	DRAWN: MCM
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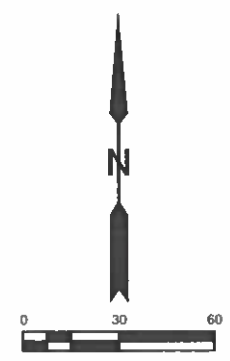
SHEET NUMBER: 1	REVISION: 0
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Notes:

LEGEND

- SECTION LINE
- - - RIGHT OF WAY
- - - PROPOSED PARCEL SPLIT



8.884 ACRES TOTAL

8 ACRES EXCLUDING R/W

3.617 ACRES OF AG-LAND REMOVED FROM MAIN PARCEL


REV:	DESCRIPTION:	BY:	DATE:
STATUS: FINAL			



PREPARED FOR:  
 DONALD E. KINAS JR.  
 N5112 BROOKLYN G ROAD  
 RIPON, WI 54971

PREPARED BY:  
 KOPPLIN & KINAS CO., INC.  
 W1264 NORTH LAWSON DRIVE  
 GREEN LAKE, WI 54911  
 (920)294-6451    [HTTPS://KKCCUS](https://www.kkccus.com)

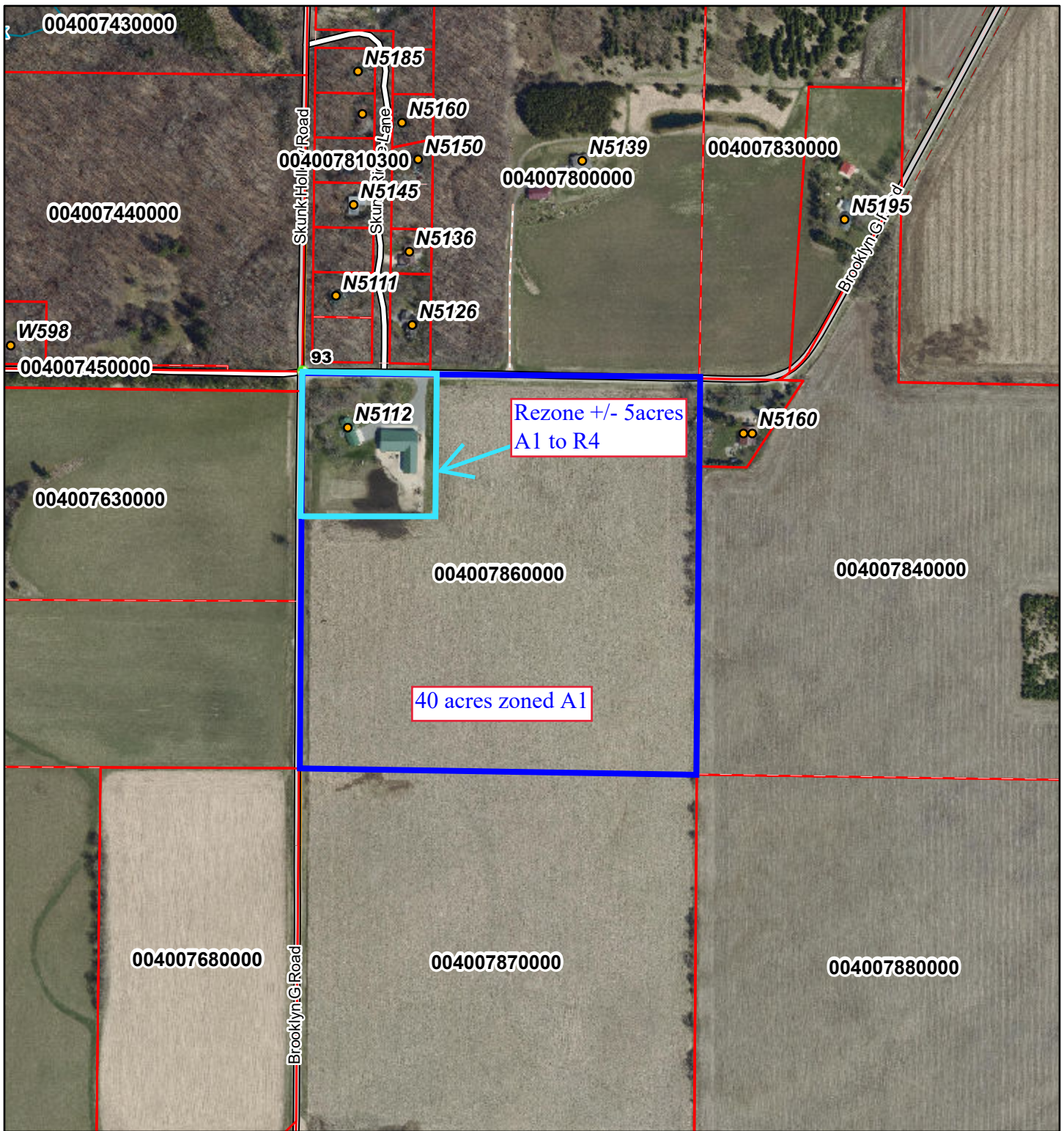
SITE:  
 N5112 BROOKLYN G ROAD

TITLE:  
 SITE MAP  
 NO REZONE - 8.884 AC. SPLIT

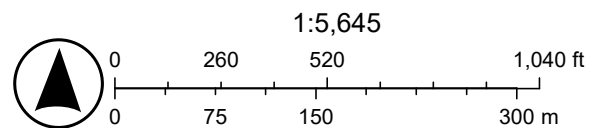
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SHEET NUMBER: 2	REVISION: 0
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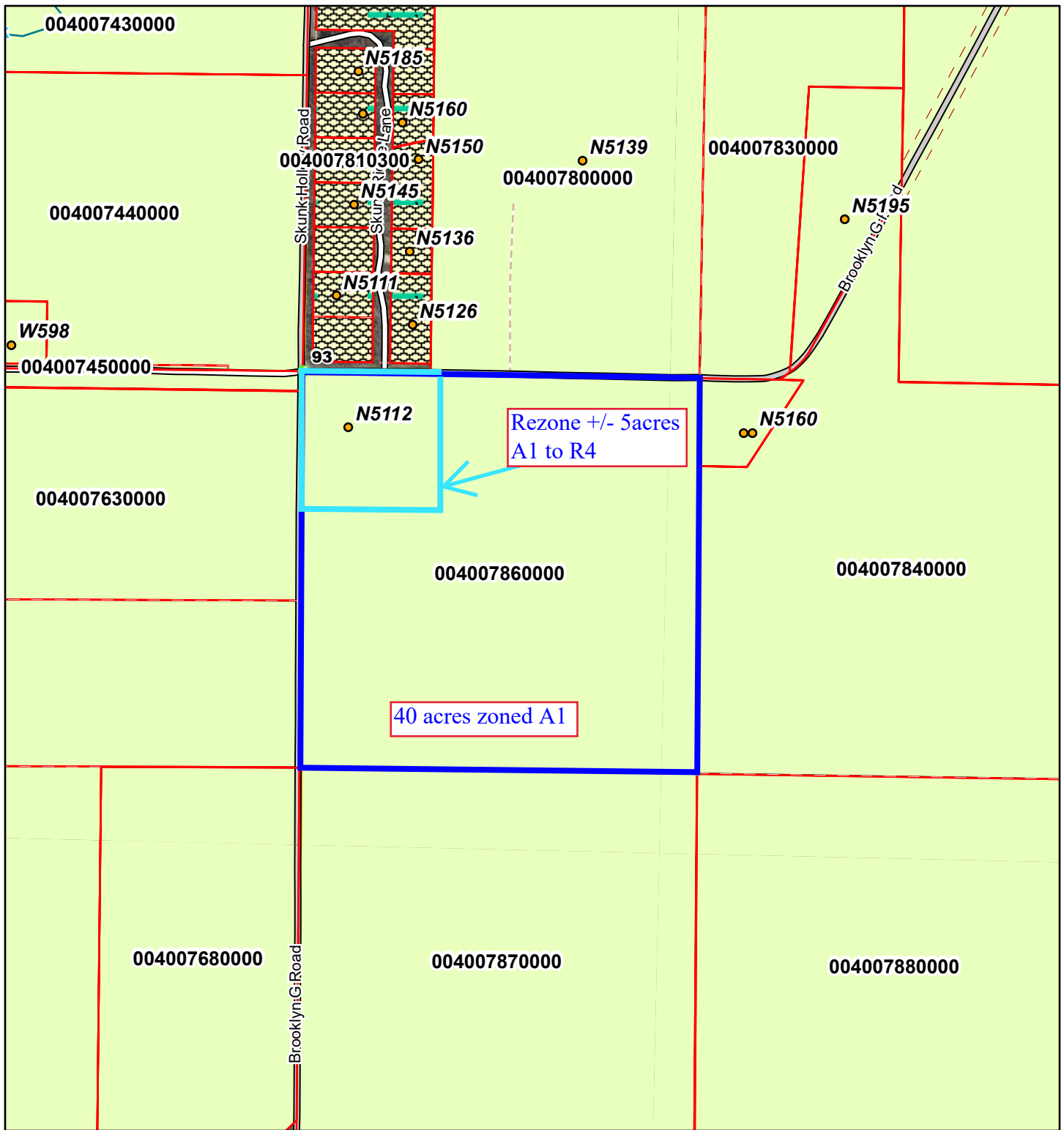
# Kinas Rezone Aerial Map



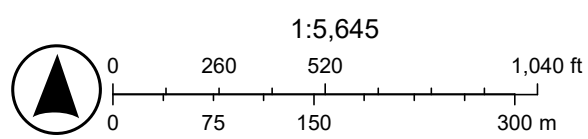
1/7/2025, 10:33:39 AM



# Kinas Zoning Map



1/7/2025, 10:45:56 AM

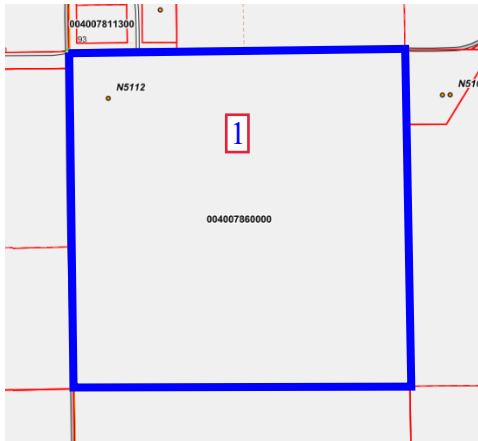




**Donald E. Kinas**  
**Town of Brooklyn**  
**N5112 Brooklyn G Road, Parcel #004-00786-0000**  
**NW ¼ of SW ¼, Section 36, T16N, R13E**

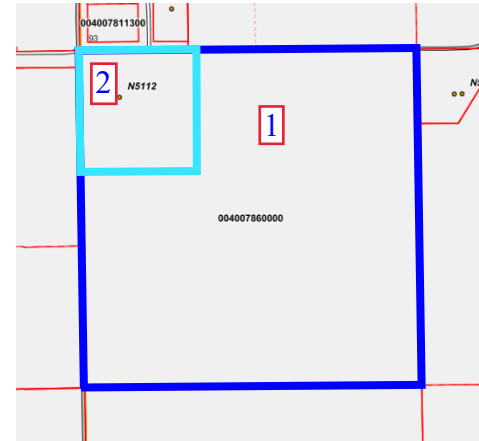
**Existing Configuration**

1 = 40.0 acre parcel zoned A1, Farmland Preservation District.



**Proposed Configuration**

1 = ±35.0 acre parcel zoned A1, Farmland Preservation District.  
2 = ±5.0 acre parcel zoned R4, Rural Residential District



**Land Use Planning & Zoning Public Hearing 3/6/2025**

**ORDINANCE NO.       -2025**

**Relating to: Rezone in the Town of Brooklyn  
Owner: Donald E. Kinas**

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting begun on the 18th of March 2025, does ordain as follows:

1 **NOW, THEREFORE, BE IT ORDAINED** that the Green Lake County Zoning Ordinance,  
2 Chapter 350 as amended, Article IV Zoning Districts, Section 350-26 Official Map, as  
3 relates to the Town of Brooklyn, shall be amended as follows:  
4

5 **Owner:** Donald E. Kinas, **Agent:** Michael McConnell, **Location:** N5112 Brooklyn G  
6 Road, **Parcel:** 004-00786-0000. **Legal Description:** Part of NW ¼ of SW ¼, located in  
7 Section 36, T16N, R13E, Town of Brooklyn, ±5.0 acres. **Request:** The owners are  
8 requesting a rezone from A1, Farmland Preservation District, to R4, Rural Residential  
9 District, to be identified by certified survey map.

10 **BE IT FURTHER ORDAINED**, that this ordinance shall become effective upon passage  
11 and publication.

Roll Call on Ordinance No.   -2025

Submitted by Land Use Planning &  
Zoning Committee:

Ayes   , Nays   , Absent   , Abstain

\_\_\_\_\_  
Chuck Buss, Chair

Passed and Adopted/Rejected this 18th  
Day of March 2025.

\_\_\_\_\_  
William Boutwell, Vice Chair

\_\_\_\_\_  
County Board Chairman

\_\_\_\_\_  
Sue Wendt

\_\_\_\_\_  
ATTEST: County Clerk  
Approve as to Form:

\_\_\_\_\_  
Gene Thom

\_\_\_\_\_  
Jeffrey Mann , Corporation Counsel

\_\_\_\_\_  
Curt Talma