

**GREEN LAKE COUNTY  
LAND USE PLANNING AND ZONING  
COMMITTEE MEETING MINUTES  
Thursday, December 4, 2025**

**CALL TO ORDER**

Planning & Zoning Chair Chuck Buss called the meeting of the Land Use Planning and Zoning Committee to order at 9:00 AM 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: Gene Thom, Sue Wendt, Bill Boutwell, Chuck Buss**

**Absent: Curt Talma**

**Also Present: Liz Otto, County Clerk; Matt Kirkman, Land Use Planning & Zoning Director; Michelle Davis, Land Use and POWTS Specialist; Noah Brown, Land Use and Shoreland Specialist; Ryan Schinke, Land Use Coordinator/Technician, Jeff Mann, Corporation Counsel; Pat Malone, UWEX Community Development Educator**

**APPROVAL OF MINUTES**

***Motion/second (Boutwell/Thom)*** approve the minutes of the 11/06/2025 meeting with no additions or corrections. Motion carried with no negative vote.

**DEPARTMENT ACTIVITY REPORTS**

- Financial Reports
- Land Use & Septic Permits
- Violation Reports

P&Z Director Matt Kirkman reviewed all of the reports in the packet including revenues, expenses, sanitary and land use permits, and a violations update. Corporation Counsel Jeff Mann also provided an update on the current violations.

**APPROVED 2026 LUP&Z MEETING CALENDAR**

P&Z Director Matt Kirkman presented a 2026 calendar as approved by the committee last month. There are no meetings scheduled for January or July unless the need arises.

**COMPREHENSIVE PLAN UPDATE**

P&Z Director Matt Kirkman stated that he will be meeting with Pat Malone, UWEX Community Development Educator, on 12/05/2025 to discuss planning.

**PUBLIC COMMENT (3-MINUTE LIMIT)** – none

***Motion/second (Thom/Boutwell)*** to recess until 9:30 AM. Motion carried with no negative vote.

***Motion/second (Boutwell/Thom)*** to resume the meeting at 9:30 AM. Motion carried with no negative vote.

**PUBLIC HEARING: (NOT TO BEGIN BEFORE 9:30AM)**

Chair Buss read the rules for the Public Hearing.

**Item #1: Owner:** Fernwood Campground LLC, **Agent:** Raymond A. Merlin & Michael Zacker, **Location:** W1934 Pleasant Ave, **Parcel(s):** 006-01370-0000 & 006-01368-0000, **Legal Description:** Located in the NE ¼ of NW ¼ of Section 32, T15N, R13E, Town of Green Lake, ±2.53 acres, **Request:** The owners are requesting a Conditional Use Permit for their campground operation as well as to repurpose the existing aerator building for storage of campground equipment and supplies.

No public comment. P&Z Director Matt Kirkman provided information and staff comments. Discussion held. **Motion/second (Thom/Boutwell)** to strike Items #1, #2 and #4 from the proposed CUP. Thom rescinded the motion. **Motion/second (Thom/Boutwell)** to approve the CUP after removal of Items #1, #2, and #4 and retain #3 and #5 as proposed. Motion carried with no negative vote.

**Item #2: Owner:** Noah Polcyn, **Location:** W3251 Princeton Road, **Parcel:** 004-00839-0200, **Legal Description:** Located in the E ½ of the SW ¼ of NW¼ of Section 23, T16N, R12E, Town of Brooklyn, ±10.93 acres, **Request:** The owners are requesting a rezone of ±10.93 acres zoned A2, General Agriculture District, to R4, Rural Residential District. To be identified by Certified Survey Map.

Noah Polcyn, W3251 Princeton Road, explained the reason for the request. P&Z Director Matt Kirkman provided information and staff comments. **Motion/second (Wendt/Boutwell)** to approve the ordinance and forward to County Board for final approval. Motion carried with no negative vote.

**Item #3: Owner:** Lloyd L. Miller Jr., **Agent:** Donald W. Lenz, **Location:** W5465 Puckaway Road, **Parcel:** 014-00500-0100, **Legal Description:** Located in the NW ¼ of SE ¼ & SW ¼ of SE ¼ of Section 35, T15N, R11E, Town of Marquette, ±8.32 acres, **Request:** The owners are requesting a rezone of ±8.32 acres zoned A1, Farmland Preservation District, to A2, General Agriculture District. To be identified by Certified Survey Map.

No public comment. P&Z Director Matt Kirkman provided information and staff comments. Discussion held. **Motion/second (Boutwell/Wendt)** to postpone consideration of this ordinance until the Town of Marquette has considered the request. Motion carried with no negative vote.

**Item #4: Applicants:** Green Lake County Land Use Planning & Zoning Committee, **Explanation:** Adopt, by ordinance, the 2025 Green Lake County Farmland Preservation Plan.

No public comment. Discussion held. **Motion/second (Thom/Boutwell)** to approve the ordinance and forward to County Board for final approval. Motion carried with no negative vote.

Public Hearing closed at 10:02 AM. Supervisor Bill Boutwell left the meeting at 10:02 AM.

### COMMITTEE DISCUSSION

- a. Next meeting date 02/05/2026 – 9:00am.
- b. Future agenda items for action & discussion

### ADJOURN

Chair Buss adjourned the meeting at 10:04 AM.

**Respectfully submitted,**

*Liz Otto*

**Liz Otto  
County Clerk**