

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

December 6, 2017 @ 4:00 p.m.; Public Safety Room

Members present: Chair: Mary Walters; Robert Goldsmith, Jan Banicki, Shirley Floeter, Frank Breitenbach

Others present: Tom Onofrey, Dustin Grant, Bette Krueger

Chair called the meeting to order and asked for a motion to approve the agenda; motion by Goldsmith, second by Breitenbach; motion carried. Chair asked for additions or corrections to the previous month's minutes; none given; Chair asked for motion to approve the minutes; motion by Breitenbach; second by Floeter; motion carried.

Chair opened item 3: Review and decision on Tourist Rooming House license application by David Hartel, N8010 14th Ave., Neshkoro; property location: N8012 14th Ave. Grant reported that Mr. Hartel resides next door to the property location and will not require a resident agent; the house is approved for up to six people and the health department has issued its license as well. Chair asked for any questions from the board; there were none. Motion by Banicki and second by Floeter; motion carried.

Chair opened item 4: Register of Deeds report: Nothing new to report per Krueger.

Chair opened item 5: Director's report: Onofrey reviewed his monthly report with board members; 42 homes have been built thus far in 2017, as compared to 31 total for 2016. Revenue collections are over projections for 2017. He also reported that Ayers & Associates are moving forward with the LIDAR project and with FEMA involved, the county will have many more enhancements to the program.

Chair opened item 6: Assistant Zoning Administrator's report: Grant passed out the unresolved violations, new violations and resolved violations reports; discussion followed.

Chair opened item 7: No citizen comments/concerns.

Chair opened item 8: Review and approval of Planning, Zoning and Land Information Department and Register of Deeds bills; motion by Breitenbach and second by Goldsmith to approve the same; motion carried.

The next meeting will be Wednesday, January 3, 2018; Chair adjourned meeting at 4:20 p.m.

Respectfully submitted,

Bette Krueger, Acting Secretary

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

November 1, 2017 @ 4:00 p.m.; Public Safety Room

Members present: Chair: Mary Walters; Robert Goldsmith, Jan Banicki, Shirley Floeter, Frank Breitenbach

Others present: Tom Onofrey, Dustin Grant, Bette Krueger, Dennis Dahlke, Patricia Bornick and David Bornick.

Chair called the meeting to order and asked for a motion to approve the agenda; motion by Goldsmith, second by Breitenbach; motion carried. Chair asked for additions or corrections to the previous month's minutes; none given; Chair asked for motion to approve the minutes; motion by Breitenbach; second by Floeter; motion carried.

Chair opened item 3: A public hearing on an application by Dennis and Christine Dahlke, N7065 6th Court, Westfield, WI 53964 for a rezoning of Lots 1, 2 and 3 of CSM 3273, being a part of the SW ¼-NE 1/4, Section 11, T16N, R8E, Town of Westfield, containing 10.3 acres, more or less, from an Agriculture Residential (AG-3(2)) to a Commercial-Business (CM-B) District.

Onofrey explained that this property is on the west side of the Pioneer Power property. Onofrey said the Town of Westfield Board approved. Chair asked if there were any questions from the committee; none. Chair opened the public hearing; Chair closed the public hearing and asked for any questions from the committee. Motion by Goldsmith, second by Banicki to approve the request and forward it onto the County Board with the recommendation that it be approved; motion carried.

Chair opened item 4: Public hearing on an application by Patricia Bornick and David Bornick, W457 Fern Drive, Montello, WI 53949 for a rezoning of part of the NW ¼-SW ¼ of Section 10, T15N, R11E, Town of Mecan, 30.25 acres, more or less, with five acres rezoned to Agriculture Residential (AG-3(4)) and the remaining 25.25 acres to the Farmland Preservation Overlay District. Onofrey explained that Bornicks are going to be building a new home and once completed the existing home will be razed. The Town of Mecan has approved. Chair opened the public hearing; Chair closed the public hearing and asked if there were any questions from the committee. Motion by Breitenbach and second by Floeter to approve the application and forward onto the County Board for approval; motion carried.

Chair opened item 5: Register of Deeds report: Krueger indicated that more and more documents are being recorded electronically, meaning that documents are delivered via computer programs and no "hard" copies are printed. In 2016 approximately 26% of all documents recorded were done electronically. Krueger also indicated that she renewed her membership to the Property Records Industry Association (PRIA), which is a nationwide association that looks at issues affecting offices such as the Register of Deeds. Krueger has volunteered to be on a committee through PRIA that will work on the issues of documents

being recorded, rejected, etc., and the reasons for the same. The hope is that some nationwide practices will be set allowing more documents to be recorded the first time being presented for recording vs. being rejected for recording. These meetings initially will all be via telephone.

Chair opened item 6: Director's report: Onofrey reported that the LIDAR project which was going to be paid for in part with grant funds is now going to be paid for entirely by FEMA, but the County will lose control of the project. Onofrey further explained that he is waiting to see if Ayres and Associates is still going to be involved in the project and if they are it will help with having the upgrades done that will make the LIDAR useable by County departments as FEMA will only be doing the base package.

Onofrey informed the Board that the Register of Deeds office will be using \$12,000 of grant funds for back-indexing and Jill Hockerman will be hired as a temporary limited part-time employee for 2018 only.

The two field tablets previously purchased with grant funds will be sold inasmuch as they did not fit the needs for the zoning office.

Onofrey went through the monthly financial report with the Board.

Chair opened item 7: Assistant Zoning Administrator's report: Grant passed out the Unresolved Violations report; discussion followed. Grant also reported that he took the test to be a certified flood plain manager and will find out results by next month's meeting. He has also been appointed to the Wisconsin DNR's Floodplain Task Force which is going to deal with issues that have come up with campgrounds located in the flood plain.

Chair opened item 8: No citizen comments/concerns.

Chair opened item 9: Review and approval of Planning, Zoning and Land Information Department and Register of Deeds bills; motion by Floeter and second by Goldsmith to approve the same; motion carried.

The next meeting will be Wednesday, December 6, 2017; Chair adjourned meeting at 4:45 p.m.

Respectfully submitted,

Bette Krueger, Acting Secretary

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

October 4, 2017 @ 4:00 p.m.; Public Safety Room

Members present: Chair: Mary Walters; Robert Goldsmith, Shirley Floeter, Frank Breitenbach

Others present: Tom Onofrey, Dustin Grant, Jason Kreier.

Chair called the meeting to order and asked for a motion to approve the agenda; motion by Goldsmith, second by Floeter; motion carried. Chair asked for additions or corrections to the previous month's minutes; none given; Chair asked for motion to approve the minutes; motion by Breitenbach; second by Floeter; motion carried.

Chair opened item 3: A public hearing on an application by Jason and Abby Kreier, W7939 Jonathan Drive, Pardeeville, WI 53954 for a rezoning of the NE1/4-SW1/4, Section 16, T14N R9E, Town of Moundville, containing 40 acres more or less with 5 acres rezoned to Agriculture Residential (AG-3(4)) and the remaining 35 acres to the Farmland Preservation Overlay District. Onofrey reviewed request which is being done for the construction of a new home. Discussion followed. Chair noted no one other than the applicant in attendance and closed the public hearing. Chair asked for a motion on the application. Motion by Floeter that the application be approved and forwarded to the County Board with the recommendation that it be approved, second by Goldsmith. Motion carried: 4-0.

Chair opened item 4: a public hearing on a proposed amendment to the Marquette County Comprehensive Plan planned land use map. Onofrey explained that this is a follow up on the Town of Buffalo rezoning from September for Paul and Christine Kearns and is needed for the property to be eligible for Farmland Preservation tax credits. Discussion followed. Chair noted no one in attendance and closed the public hearing. Motion by Breitenbach to approve the amendment and to forward it to the County Board with the recommendation that it be approved, second by Goldsmith. Motion carried: 4-0.

Chair opened item 5: Director report. Onofrey explained that he has discussed putting information about County parks and boat landings in the new plat book with Kilbey because the contract allows for up to 6 pages to be used by the County. Discussion followed. Parcel mapping and section corner work was discussed. Onofrey informed the Committee that the 2018 WILP grant will be \$122,272. Onofrey presented year to date permit and revenue numbers.

Chair opened item 6: Assistant Zoning Administrator report. Grant reviewed violation activity with the Committee including resolved and unresolved violations. Discussion followed.

Chair opened item 7: No citizens present.

Chair opened item 8: Review and approve ROD and PZLID bills. Motion by Breitenbach to approve bills, second by Goldsmith. Motion approved: 4-0.

The next meeting will be November 1, 2017; Chair adjourned meeting at 4:25 p.m.

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

September 6, 2017 @ 4:00 p.m.; Public Safety Room

Members present: Chair: Mary Walters; Robert Goldsmith, Jan Banicki, Shirley Floeter, Frank Breitenbach

Others present: Tom Onofrey, Dustin Grant, Bette Krueger and Dennis Dahlke.

Chair called the meeting to order and asked for a motion to approve the agenda; motion by Banicki, second by Breitenbach; motion carried. Chair asked for additions or corrections to the previous month's minutes; none given; Chair asked for motion to approve the minutes; motion by Breitenbach; second by Goldsmith; motion carried.

Chair opened item 3: A public hearing on an application by Dennis and Christine Dahlke, N7065 6th Court, Westfield, WI 53964 for a rezoning of a part of the SW ¼-NE 1/4, Section 11, T16N, R8E, Town of Westfield, containing 10 acres, more or less, from an Agriculture Residential (AG-3(2)) to a Commercial-Business (CM-B) District. Onofrey explained that this property is adjacent to Pioneer Power and Dahlke's would sell the property to Pioneer Power to combine it with the business property. Onofrey said the Town of Westfield Board approved this already. Dahlke explained that Pioneer Power is simply running out of room for equipment and also poses a risk for trucks backing onto the road, Chair asked if there were any questions from the committee; none. Chair opened the public hearing; Chair closed the public hearing and asked for any questions from the committee. Motion by Breitenbach, second by Goldsmith to approve the request and forward it onto the County Board with the recommendation that it be approved; motion carried.

Chair opened item 4: Public hearing on the proposed amendments to the Marquette County Code of Ordinances Chapter 70 – Zoning. Onofrey stated there is a need to create a special exception for home based businesses, i.e., landscapers, etc., wherein equipment and employees may be at the property but no work is done on the property. Also stated that there is a shore land section of the code of ordinances that need to be amended to comply with state law. Chair opened the public hearing; Chair closed the public hearing and asked if there were any questions from the committee. Motion by Banicki and second by Floeter to approve the proposed amendments and forward onto the County Board for approval; motion carried.

Chair opened item 5: Review and discussion on 2018 department budgets: Onofrey reviewed his proposed budget and stated that there was an overall reduction by \$5,000. Motion by Banicki and second by Floeter to approve the 2018 PZLID proposed budget and move onto Executive and Finance Committee for approval; motion carried.

Krueger reviewed her proposed budget. Motion by Banicki and second by Floeter to approve the 2018 Register of Deeds proposed budget and move onto Executive and Finance Committee for approval; motion carried.

Chair opened item 6: Register of Deeds report. Krueger reported that the documents that were back-indexed from Sutterfield Technologies (and paid for by using grant funds) have been received and will be put on the web portal and available for purchase by customers.

Chair opened item 7: Plat book fee: Onofrey indicated that there are 350 2012 plat books available for purchase and asked for permission to lower the cost from \$35 each to \$10 because the new plat book will be out in 2018. Motion by Banicki, second by Breitenbach to approve lowering the 2012 plat books to \$10. Motion carried.

Chair opened item 8: Director's report: Onofrey reviewed permit and revenue numbers for year to date. Onofrey discussed his meeting with the Adhoc EDC. Onofrey reviewed the Corp Counsel bill. Discussion followed.

Chair opened item 9: Assistant Zoning Administrator's report: Grant reviewed current and unresolved violations report discussion followed. Grant updated the Committee on the septic maintenance program.

Chair opened item 10: No citizen comments/concerns.

Chair opened item 11: Review and approval of Planning, Zoning and Land Information Department and Register of Deeds bills; motion by Breitenbach and second by Goldsmith to approve the same; motion carried.

The next meeting will be Wednesday, October 4, 2017; Chair adjourned meeting at 4:55 p.m.

Respectfully submitted,

Bette Krueger, Acting Secretary

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

August 2, 2017 @ 4:00 p.m.; Public Safety Room

Members present: Chair: Mary Walters; Robert Goldsmith, Jan Banicki, Shirley Floeter, Frank Breitenbach

Others present: Tom Onofrey, Dustin Grant, Bette Krueger, Danny and Kristin Steffens, Randal Roeseler, Ronald and Susan Hubred and Gordy Krause.

Chair called the meeting to order and asked for a motion to approve the agenda; motion by Banicki, second by Breitenbach; motion carried. Chair asked for additions or corrections to the previous month's minutes; none given; Chair asked for motion to approve the minutes; motion by Breitenbach; second by Floeter; motion carried.

Chair opened item 3: A public hearing on an application from Danny and Kristin Steffens, W3611 Orchard Avenue, Green Lake WI 54941 for a rezoning of part of Lot 2, CSM 3160, being part of the N1/2 of the NW1/4, Section 30, T15N, R8E, Town of Oxford, containing four acres, more or less, from an Agriculture Open Space (AO) to an Agriculture Residential (AG3(4) District. Onofrey explained that the rezoning is being requested for an access to property owned by Steffens in Adams County and that they will be selling the remaining property. The Oxford Town Board is asking that the request be amended to a recreational district with a 30,000 square foot lot and a condition that no buildings are allowed on the lot being created for access. Chair asked if there were any questions from the committee; none. Chair opened the public hearing and there were no comments from those in attendance. Chair closed the public hearing and asked for any questions from the committee. Motion by Floeter to approve with the amendment requested by the Town Board and forward it onto the County Board with the recommendation that it be approved, second by Goldsmith; motion carried.

Chair opened item 4: A public hearing by Randal Roeseler, N3988 Junction Road, Juneau, WI 53039 for a rezoning of the E1/2 of the NW1/4-NE1/4 and that part of the NE1/4-NE1/4 lying west of Iron Rust Creek, all in Section 34, T17N, R9E, Town of Newton, containing 55 acres, more or less, from a Prime Agriculture (AG-1) with 2 acres being rezoned to Agriculture Residential (AG-3(2)) and the remaining 53 acres to Farmland Preservation Overlay District. Onofrey explained that Mr. Roeseler would like to create a two-acre parcel to build a home and the remaining acreage will be in the Farmland Preservation Overlay District. The Newton Town Board approved it. Chair asked if there were any questions from the committee; none. Chair opened the public hearing and asked for any comments from the public. Questions and discussion by Mr. Krause and Onofrey. Chair closed the public hearing and asked for any questions from the committee; there were none. Motion by Banicki, second by Floeter to approve the request and forward it onto the County Board with the recommendation that it be approved; motion carried.

Chair opened item 5: A public hearing on an application by Ronald and Susan Hubred, W4664 Gem Ave., Montello, WI 53949 for a rezoning of that part of the SW1/4-SE1/4 lying north of Gem Avenue, less CSM 2142, Section 2, T14N, R9E, Town of Packwaukee, containing 15.44 acres, more or less, from a Prime Agriculture (AG-1) with 2 acres rezoned to Agriculture Residential (AG-3(2)) and the remaining 13.44 acres to the Farmland Overlay District. Onofrey explained that Mr. and Mrs. Hubred would like to build a new home on two acres inasmuch as they are selling the existing home to their son and daughter-in-law; Town Board of Packwaukee approved the same. Chair asked if there were any questions from the committee; none. Chair opened the public hearing and asked for any comments from the public; there were none. Chair closed the public hearing and asked for any questions from the committee; there were none. Motion by Floeter, second by Breitenbach to approve the request and forward it onto the County Board with the recommendation that it be approved; motion carried.

Chair opened item 6: Review and discuss proposed revision to Marquette County Code of Ordinances Chapter 70 – Zoning. Onofrey explained there is a need to create a special exception for home based businesses, i.e., landscapers, etc., wherein equipment and employees may be at the property but no work is done on the property. This is for informational purposes only at this point and there will be a public hearing on this in September.

Chair opened item 7: Deputy Treasurer workstation purchase. Onofrey explained that a new work station is requested that enables the employee to stand if necessary; there is grant money available for the same. Motion by Banicki and second by Breitenbach to spend up to \$3,500 of grant money for the new work station; motion carried.

Chair opened item 8: Register of Deeds report. Krueger said that documents recorded from January, 2016 through July, 2016 was only a difference of 18 documents from the same time of January, 2017 through July, 2017; a total of 2,025 documents were recorded in 2016 and 2,007 for 2017. Transfer tax collected for May through July have increased each month from \$20,700 in May to \$24,250 in July.

Chair opened item 9: Director's report: Onofrey reported that the Land Information Council met and discussed that a portion of the grant money for 2018 will be spent on LIDAR. Additionally, in June of 2018 new plat books will be ordered through Mapping Solutions which is the same company that the county has worked with in mapping some areas of the county. The advantage to using this company is that 500 can be ordered at a cost of \$20 each and as little as 20 more copies at a time may be ordered at the same original cost. Onofrey also said that the Corporation Counsel budget through June is approximately half of the budgeted amount for 2017. Year to date revenue sheets were passed out and discussed.

Chair opened item 10: Assistant Zoning Administrator's report: Grant passed out the Unresolved Violations report; discussion followed. Now with the new permit tracking program, he is able to put notes in the system so that if he is out of the office and an individual calls

about a particular issue, his notes can be accessed so it is known what was discussed previously.

Chair opened item 11: No citizen comments/concerns.

Chair opened item 12: Review and approval of Planning, Zoning and Land Information Department and Register of Deeds bills; motion by Breitenbach and second by Goldsmith to approve the same; motion carried.

The next meeting will be Wednesday, September 6, 2017; Chair adjourned meeting at 5:00 p.m.

Respectfully submitted,

Bette Krueger, Acting Secretary

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

July 5, 2017 @ 4:00 p.m.; Public Safety Room

Members present: Chair: Mary Walters; Robert Goldsmith, Jan Banicki, Shirley Floeter, Frank Breitenbach

Others present: Tom Onofrey, Dustin Grant, Bette Krueger and Mr. Lietz.

Chair called the meeting to order and asked for a motion to approve the agenda; motion by Goldsmith, second by Floeter; motion carried. Chair asked for additions or corrections to the previous month's minutes; none given; Chair asked for motion to approve the minutes; motion by Breitenbach; second by Banicki; motion carried.

Chair opened item 3: A public hearing on an application from Patricia Lietz, N4722 CTH M, Montello, and Michael Mussey, Agent, for a rezoning of the SE 1/4 – NE ¼, Section 6, T15N, R9E, Town of Packwaukee containing 40 acres, more or less, with five acres being rezoning from Prime Agriculture (AG-1) to a Agriculture Residential (AG-3(4)) and the remaining 35 acres being rezone to the Farmland Preservation Overlay District. Onofrey explained that the five acre parcel will be a certified survey map and the remaining 35 acres will not be further subdivided and no more homes permitted. The Packwaukee Town Board approved the request and the request meets all ordinance requirements.

Chair asked if there was any questions from the committee; none. Chair opened the public hearing; Chair closed the public hearing and asked for any questions from the committee. Motion by Goldsmith, second by Floeter to approve the request and forward it onto the County Board with the recommendation that it be approved; motion carried.

Chair opened item 4: Review of Tourist Room House license application by Paul and Lisa Kopp, 1722 Holden, Port Washington, WI 53074, with a property address: N4672 Third Avenue, Town of Oxford. Grant explained that Kopp's have an Agent to represent them; all requirements are in order; waiting for 15 day notice to expire for a request for a public hearing. Motion by Banicki, second by Goldsmith to approve the application; motion carried.

Chair opened item 5: Review of Tourist Rooming House license application by Patricia Randolph, N328 Third Avenue, Portage, WI 53901 with the same property address in the Town of Douglas. Grant explained that all requirements are in order; waiting for 15 day notice to expire for a request for a public hearing. Motion by Floeter, second by Breitenbach to approve the application; motion carried.

Chair opened item 6: Review of Tourist Rooming House license application by David Hardel, 420 River Drive, Berlin, WI 54923, with a property address of W538 CTH E, Town of Neshkoro. Grant explained that all requirements are in order; waiting for 15 day notice to expire for a request for a public hearing. Motion by Banicki, second by Goldsmith to approve the application; motion carried.

Chair opened item 7: Review of Tourist Rooming House license application by Shahed and Colleen Ghoghawala, 13833 Flintlock Drive, Corpus Christi, TX 78418, Michael Johnson, Agent, with a property address of N4826 White Lake Drive, Town of Montello. Grant explained that all requirements are in order; waiting for 15 day notice to expire for a request for a public hearing. Motion by Breitenbach, second by Floeter, to approve the application; motion carried.

Chair opened item 8: Appointments to Land Information Council: Onofrey explained that a new county board member and emergency management representatives must be appointed to the Council. Motion by Banicki and second by Floeter and to forward it onto the County Board for approval to appoint Mary Walters as county board representative and Aaron Williams, emergency management representative for the Council; motion carried. Members of the LIC are Diana Campbell, Jerry Smart, Megan Stalker, John Mevis, Pat Kilbey, Tom Onofrey and Bette Krueger.

Chair opened item 9: Register of Deeds report: Krueger passed out documents showing what counties have documents available online, as well as accepting documents that are electronically recorded. She is now the District Chair for District 7 within the Wisconsin Register of Deeds Association which means she will be attending three WRDA board meetings a year and responsible for typing up minutes of District meetings which are also three times a year.

Chair opened item 10: Director's report: Onofrey reported that a new benchmark for grant funds is the lidar, which is a digital topographic map that will be part of the County GIS system; Ayres & Associates are doing a multi-county project and Ayres needs to apply for the grants. The cost to the county for the Lydar system will be approximately \$60,000.

General Engineering of Portage started last week doing inspections now for the county. Approximately 72% of the anticipated zoning fee revenue for the zoning department has been received through the end of June.

Chair opened item 11: Assistant Zoning Administrator's report: Grant reported that approximately 1,200 notices for septic pumping will be mailed out soon. Grant also reviewed the current violation list.

Chair opened item 12: No citizen comments/concerns.

Chair opened item 13: Review and approval of Planning, Zoning and Land Information Department and Register of Deeds bills; motion by Floeter and second by Goldsmith to approve the same; motion carried.

The next meeting will be Wednesday, August 2, 2017; Chair adjourned meeting at 4:50 p.m.

Respectfully submitted,

Bette Krueger, Acting Secretary

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

June 7, 2017 @ 4:30pm Public Safety Room 103

Members present: Chair: Mary Walters, Robert Goldsmith, Jan Banicki, Shirley Floeter, Frank Breitenbach

Others present: Tom Onofrey, Dustin Grant, Adlai Herschberger, Jesse Rounds, Julie Rounds, Gert Polcyn, Jon Polcyn, Craig Cartwright, Jodie Cartwright.

Chair called the meeting to order and asked for a motion to approve the agenda; motion by Banicki, second by Goldsmith; motion carried. Chair asked for additions or corrections to the previous month's minutes; none given; Chair asked for motion to approve the minutes; motion by Floeter; second by Breitenbach; motion carried.

Chair opened item 3: a public hearing on an application by Adlai Herschberger, N934 11th Rd, Wautoma, WI 54982 for a rezoning of part of Lot 1, CSM 3542 being in the NW1/4-SE1/4, Section 11, T17N R9E, Town of Newton containing 40 acres more or less with 5 acres being rezoned from Prime Agriculture (AG-1) to an Agriculture Residential (AG-3(4)) and the remaining 35 acres being rezoned to the Farmland Preservation Overlay District. Onofrey reviewed application and explained that the applicant intends on building a house in the area with the existing farm buildings. Discussion followed. Chair asked for comments from the public. None given. Chair closed the public hearing and asked for discussion. Hearing none the Chair asked for a motion on the application. Motion by Banicki to approve the request and to forward it to the County Board with the recommendation that it be approved, second by Goldsmith. Motion carried: 5-0.

Chair opened item 4, a public hearing on an application by Jon Polcyn, N4028 Co Rd C, Montello, WI 53949, Jesse and Julie Rounds-Agent, for a rezoning of the NW1/4-NW1/4, Section 16, T15N R11E, Town of Mecan containing 40 acres more or less with 2 acres being rezoned from a Prime Agriculture (AG-1) to an Agriculture Residential (AG-3(2)) and 38 acres being rezoned to the Farmland Preservation Overlay District. Onofrey reviewed the application and noted the request is to allow Julie and Jesse Rounds to build a house on the 2 acres and that the request meets the goal of the Farmland Preservation Plan. Discussion followed. Chair asked for comments from the public. None given. Chair closed the public hearing and asked for discussion. Hearing none the Chair closed the public hearing and asked for a motion on the request. Motion by Breitenbach to approve the application and to forward it to the County Board with a recommendation that it be approved, second by Floeter. Motion carried: 5-0.

Chair opened item 5, a discussion and decision on contracting with General Engineering-Portage, WI for building inspection services. Onofrey distributed copies of the draft contract and noted that Corp Counsel is working with General Engineering on a few details. Chair asked about fees. Onofrey explained that comparisons to current fees vary and that while new houses

will be slightly less projects such as decks will be more expensive. Onofrey stated that it is his recommendation that the County not add on any percentage at this time and that overall for 2017 the Department should be fine on revenue. Discussion followed. Onofrey asked that any motion to approve be with the understanding that the contract is still being finalized by Corp Counsel. Chair asked for a motion on the contract. Motion by Floeter to approve the contract as finalized by Corp Counsel, second by Banicki. Motion carried: 4-1 with Breitenbach voting no.

Chair opened item 6, reappointment of Jan Banicki to Board of Adjustment with a term ending June 30, 2020. Motion by Floeter to approve reappointment, second by Goldsmith. Motion carried: 5-0.

Chair opened item 7, appointment of Michael Johnson to the Board of Adjustment as 2nd alternate with a term ending June 30, 2020. Motion by Banicki to approve the appointment, second by Floeter. Motion carried: 5-0.

Chair opened item 8, review of Tourist Rooming House application by Thomas Peterson Town of Crystal Lake. Grant presented a summary of the application and noted that this will be the applicant's 2nd licensed property. Discussion followed. Motion by Floeter to approve the license, second by Banicki. Motion carried: 5-0.

Chair opened item 9, review of Tourist Rooming House license application by Franklin Property Holdings, Town of Springfield. Grant presented a summary of the application. Discussion followed. Motion by Banicki to approve license, second by Goldsmith. Motion carried: 5-0.

Chair noted Register of Deeds was absent.

Chair opened item 11, Director report. Onofrey discussed a LIDAR project using WLIP grant funds. Onofrey updated the Committee on an appeal of a recent Board of Adjustment decision. Onofrey informed the Committee that the Wisconsin Fund Grant program has now been funded and will remain until at least 2021. Onofrey presented year to date revenue and permit numbers.

Chair opened item 12, Grant discussed new and on going violations that he has been working on. Discussion followed.

No citizens present.

No vouchers for review.

Chair adjourned the meeting at 5:25pm.

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

May 23, 2017 @ 9:30AM Highway Department meeting room

Members present: Chair: Mary Walters; Robert Goldsmith, Jan Banicki, Shirley Floeter, Frank Breitenbach

Others present: Tom Onofrey, Gary Sorenson

Chair called the meeting to order and asked for a motion to approve the agenda; motion by Goldsmith, second by Banicki; motion carried. Chair asked for additions or corrections to the previous month's minutes; none given; Chair asked for motion to approve the minutes; motion by Floeter; second by Goldsmith; motion carried.

Chair opened item 3: Discussion and decision on contracting with General Engineering-Portage Wisconsin for building inspection services. Onofrey explained to the Committee that Safebuilt has informed him that they will no longer be providing building inspection services to the County. Onofrey explained further that this all began to transpire a couple of weeks ago when the current inspector gave notice that he was resigning from Safebuilt. Onofrey noted that Safebuilt has had difficulties hiring and retaining inspectors and that after getting notice of the inspector's resignation he met with General Engineering to explore their firm as an option. Onofrey stated that he is seeking Committee approval to pursue a contract with General Engineering and that he intends to bring the contract to the Committee on June 7th. Discussion followed. Onofrey explained that in the interim he is meeting with Safebuilt to discuss the transition period. Discussion followed. Chair asked for any further questions. None given. Chair asked for a motion on directing Onofrey to work with General Engineering on a contract for building inspection services. Motion by Banicki, second by Floeter. Motion carried: 4-1. Breitenbach voting no.

Chair adjourned the meeting at 9:45am.

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

May 3, 2017 @ 4:00 p.m.; Public Safety Room

Members present: Chair: Mary Walters; Robert Goldsmith, Jan Banicki, Shirley Floeter, Frank Breitenbach

Others present: Tom Onofrey, Dustin Grant, Bette Krueger, Gary Sorenson, Richard Gumz

Chair called the meeting to order and asked for a motion to approve the amended agenda; motion by Banicki, second by Goldsmith; motion carried. Chair asked for additions or corrections to the previous month's minutes; none given; Chair asked for motion to approve the minutes; motion by Floeter; second by Breitenbach; motion carried.

Chair opened item 3: A public hearing on an application by Norland Farms: owner Richard Gumz, Agent, for part of the SE $\frac{1}{4}$ - NW $\frac{1}{4}$ containing five acres, more or less, to be rezoned from a Prime Agriculture (AG-1) to an Agriculture Residential (AG-3(4)) District with the remaining 35 acres be rezoned to Farmland Preservation Overlay (FPO) District and part of the S $\frac{1}{2}$ - SW $\frac{1}{4}$ - NW $\frac{1}{4}$ lying South of CTH O and East of 6th Court, containing five acres, more or less, be rezoned from a Prime Agriculture (AG-1) to an Agriculture Residential (AG-3(4)) District with the remaining 6.5 acres of part of the S $\frac{1}{2}$ -SW $\frac{1}{4}$ -NW $\frac{1}{4}$ lying South of CTH O and East of 6th Court and 28.5 acres of the NW $\frac{1}{4}$ -SW $\frac{1}{4}$ for a total of 35 acres to be rezoned to the FPO District, all lands in Section 25, T14N, R8E, Town of Moundville.

Onofrey had sent a map out to all committee members; this re-zone was for worker housing for Norland Farms; the Town of Moundville Board approved; a CSM will need to be completed for the five acre parcels; there were no questions from the committee. Chair opened the public hearing and there were no questions. Mr. Gumz indicated that the building will take place in the same locations; one five acre parcel has a mobile home and will be replaced with a newer mobile home. Chair closed the public hearing and asked for any questions from the committee. Motion by Breitenbach, second by Goldsmith to approve the request and forward it onto the County Board with the recommendation that it be approved; motion carried.

Chair opened item 4: Public hearing on proposed revisions to the Marquette County Code of Ordinances Chapter 71 – Building and Mechanical Code. Onofrey explained there are only a couple of changes; to include new requirements for inspecting camping units: any cabin type structure under 400 square feet would now have to be inspected. The County will change its ordinance to have inspections be done by the current building inspector. Chair opened the public hearing; no questions. Motion by Floeter and second by Banicki to approve the proposed revisions and send onto the County Board for approval; motion carried.

Chair opened item 5: Discussion and decision on County Surveyor contract with Smart Surveying and Consulting LLC: Onofrey passed out the contract that Corporation Counsel Bussan drafted; the county surveyor will be mainly working on remonumenting corners and will have some office hours as well. Grant money will be used to pay for the annual contract which runs from May 15, 2017 through May 15, 2018. Motion by Banicki and second by Floeter to approve said contract; motion carried.

Chair opened item 6: Register of Deeds report: Krueger stated that recordings have started to pick up; otherwise things are pretty much the same.

Chair opened item 7: Director's report: Onofrey reviewed his monthly report. He indicated that things are picking up; the March Board of Adjustment is being appealed to the Circuit Court and Corporation Counsel Bussan is working on that. Onofrey indicated that he may check into whether or not towns want to have an ordinance on chickens on residential properties and report back to the committee.

Chair opened item 8: Assistant Zoning Administrator's report: Grant explained that he has been working on wrapping up the computer program from a custom made system to the GCS system. He reviewed his monthly report on complaints; discussion followed.

Chair opened item 9: No citizen comments.

Chair opened item 10: Review and approval of Planning, Zoning and Land Information Department and Register of Deeds bills; motion by Breitenbach and second by Floeter to approve the same; motion carried.

Chair opened item 11: Motion by Goldsmith to move into closed session, second by Banicki, Roll Call: Goldsmith-yes, Breitenbach-yes, Banicki-yes, Floeter-yes, Walters-yes. Motion by Goldsmith, second by Breitenbach to move back into open session, Roll Call: Goldsmith-yes, Breitenbach-yes, Floeter-yes, Banicki-yes, Walters-yes.

The next meeting will be Wednesday, June 7, 2017 at 4:30 p.m.; Chair adjourned meeting at 5:00 p.m.

Respectfully submitted,

Bette Krueger

Acting Secretary

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

April 5, 2017 @ 4:00 p.m.; Public Safety Room

Members present: Chair: Mary Walters; Robert Goldsmith, Jan Banicki, Shirley Floeter, Frank Breitenbach

Others present: Dustin Grant, Bette Krueger, Al Gibeaut, Jennifer Loveland, Adam Malsack

Excused: Tom Onofrey

Chair called the meeting to order and asked for a motion to approve the amended agenda; motion by Banicki, second by Floeter; motion carried. Chair asked for additions or corrections to the previous month's minutes; none given; Chair asked for motion to approve the minutes; motion by Goldsmith; second by Breitenbach; motion carried.

Chair opened item 3: A public hearing on an application by Jennifer Loveland for a rezoning of the NE part of the NW ¼-NW ¼, Section 28m T14N, R9E, town of Moundville containing eight acres, more or less, from a Prime Agriculture (AG-1) to a Agriculture Residential (AG-3(4)) Zoning District.

Grant explained that Ms. Loveland wants to remove a mobile home and build a home; the Town of Moundville approved the change for all eight acres to be AG-3(4). The Town Board wants the property restricted so only one home can be located on it. Discussion followed.

Chair asked if there was any questions from the committee; none. Chair opened the public hearing and there were no questions. Chair closed the public hearing and asked for any questions from the committee. Motion by Banicki, second by Floeter to approve the request and forward it onto the County Board with the recommendation that it be approved with a restriction that it cannot be divided; motion carried.

Chair opened item 4: Review of Tourist Room House license application for Donna Wilinski and David Christel: Grant indicated that this is a small cottage that has two bedrooms, one bath and can sleep four people; the resident agent lives in Packwaukee; the inspections are done and the Health Department is waiting on results of the water test. Notices were sent out to neighbors; motion by Floeter and second by Banicki to approve the license application, pending a positive test result on the water by the Health Department; motion carried.

Chair opened item 5: Discussion on amending the Mechanical and Building Code to include new requirements for inspecting camping units: Grant explained that any cabin type structure under 400 square feet now has to be inspected. If the County does not do the inspections the State will hire an inspection firm for the area. The other option is for the County to change its ordinance to have inspections be done by the current building inspector. Committee agreed the County should do the inspections and there will be a public hearing next month.

Chair opened item 6: Register of Deeds report: Krueger stated that the month of March was a bit slow with documents being recorded but she and her deputy have been working on back scanning information of older documents into their land system. Krueger is also moving forward with having more back scanning done using WLIP grant money.

Chair opened item 7: Director's report: Grant reviewed Onofrey's permit and revenue monthly report.

Chair opened item 8: Assistant Zoning Administrator's report: Grant explained that the past four to five months he has been working on updating the computer program from a custom made system to the GCS system. The update will allow individuals who do pumping of septic systems to view the permits online. He further reported that approximately 1,100 notices were sent out to have septic systems pumped.

Chair opened item 9: Citizen comments: Adam Malsack informed the Committee that he appreciates the work that Onofrey and Grant do on behalf of the Zoning Department.

Chair opened item 10: Review and approval of Planning, Zoning and Land Information Department and Register of Deeds bills; motion by Breitenbach and second by Floeter to approve the same; motion carried.

The next meeting will be Wednesday, May 3, 2017; Chair adjourned meeting at 4:50 p.m.

Respectfully submitted,

Bette Krueger

Acting Secretary

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

March 2, 2017 @ 5:00 p.m.; Public Safety Room

(Note meeting rescheduled due to weather)

Members present: Chair: Mary Walters; Robert Goldsmith, Shirley Floeter, Frank Breitenbach

Others present: Tom Onofrey, Gary Sorenson, Irene Travis, Paula Kmiec, Gordy Krause, Wendy Metcalf.

Chair called the meeting to order and asked for a motion to approve the agenda; motion by Goldsmith, second by Breitenbach; motion carried. Chair asked for additions or corrections to the previous month's minutes; none given; Chair asked for motion to approve the minutes; motion by Breitenbach; second by Floeter; motion carried.

Chair opened item 3: Chair noted that James Snow has withdrawn his application.

Chair opened item 4: A public hearing on an application by Howard Veit, PO Box 82, Endeavor, WI 53930 for a rezoning of a parcel in the NE corner of Gov't Lot 7, being part of the SW1/4-NE1/4, Section 16, Town of Montello containing 2 acres more or less from an Agriculture Residential (AG-3) to a Recreational Zoning District. Onofrey reviewed the application and explained that the request is being made to allow for the division of the property into 2 lots, which would enable Mr. Veit and his sister Wendy Metcalf to each have a camper. The zoning ordinance limits parcels to one camper. Chair read letters from Nicely and Rasmussen. Wendy Metcalf stated that the campers are self contained units which addresses on concern in the letters. Onofrey explained that the property is also regulated under Shoreland Zoning, which would limit the permitted uses to single family dwellings and camping. Discussion followed. Chair opened the hearing to public comment. Paula Kmiec and Irene Travis spoke in favor. No one spoke against. Chair closed the public hearing and asked for a motion on the application. Motion by Floeter to approve the application and to forward it to the County Board with the recommendation that it be approved, second by Breitenbach. Motion carried: 4-0.

Chair opened item 5: a public hearing to amend the Marquette County Planned Land Use map from Rural Lands to Farmland Preservation for the following lands: The NW¼-SW¼ less CSM 1489 and the SW¼-SW¼, Section 16; the East 10 acres of the NE¼-SE¼; and the SE¼-SE¼, Section 17; and the W½ of the NW¼-NW¼, Section 21, T16N R11E, Town of Mecan, containing 145.33 acres more or less. Owner: Deerwood Farms-Harley Reabe. Onofrey explained that this amendment is for the same property that was rezoned to AG-1 in February and is necessary for the property owner to be eligible for tax credits. Discussion followed. Chair asked for comments from those in attendance. None given. Chair closed the public hearing and asked for a motion on the amendment. Motion by Breitenbach to approve the amendment, second by Goldsmith. Motion carried: 4-0.

Chair opened item 6: Register of Deeds report: ROD not present.

Chair opened item 7: Director's report: Onofrey reported that he has received the base and training WLIP grants which total \$73,000. Onofrey explained that the next \$25,000 will be received after our March 31st data submission. Onofrey discussed the WLIA conference attended by himself, Megan and Tanya. Onofrey discussed the upcoming Sheriff's sale of property in the Town of Neshkoro. Onofrey presented year to date revenue and permit numbers.

Chair opened item 8: Assistant Zoning Administrator's report: Grant not present.

Chair opened item 9: No citizen comments/concerns.

Chair opened item 10: Review and approval of Planning, Zoning and Land Information Department and Register of Deeds bills; motion by Breitenbach and second by Goldsmith to approve the same; motion carried.

The next meeting will be April 5, 2017; Chair adjourned meeting at 5:27 p.m.

Respectfully submitted,

Tom Onofrey

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

February 1, 2017 @ 4:00 p.m.; Public Safety Room

Members present: Chair: Mary Walters; Robert Goldsmith, Jan Banicki, Shirley Floeter, Frank Breitenbach

Others present: Tom Onofrey, Dustin Grant, Bette Krueger and Harley Reabe.

Chair called the meeting to order and asked for a motion to approve the amended agenda; motion by Goldsmith, second by Banicki; motion carried. Chair asked for additions or corrections to the previous month's minutes; none given; Chair asked for motion to approve the minutes; motion by Breitenbach; second by Floeter; motion carried.

Chair opened item 3: A public hearing on an application by Deerwood Pond Farm, LLC, Harley Reabe, for a rezoning of the NW ¼ - SW ¼ less CSM 1489 and the SW ¼ - SW ¼, Section 16; the East 10 acres of the NE ¼ - SE ¼ and the SE ¼ - SE ¼, Section 17, the west Half of the NW ¼ - NW ¼, Section 21, T17N, R11E, Town of Mecan, containing 145.33 acres, more or less, from a General Agriculture (AG-2) to a Prime Agriculture (AG-1) Zoning District.

Onofrey explained that during the Farmland Preservation process, Mr. Reabe wanted his property included; it was overlooked by the Town of Mecan. Chair asked if there was any questions from the committee; none. Chair opened the public hearing; Mr. Reabe indicated the same as Onofrey that it was simply overlooked by the Town of Mecan. Chair closed the public hearing and asked for any questions from the committee. Motion by Banicki, second by Floeter to approve the request and forward it onto the County Board with the recommendation that it be approved; motion carried.

Chair opened item 4: Land Information Officer appointment: Jerry Smart has been the LIO, but due to his retirement this month, a new LIO must be appointed. Motion by Goldsmith and second by Floeter to appoint Tom Onofrey the LIO; motion carried. Onofrey will review who is on the Land Information Council and report the same at next month's meeting.

Chair opened item 5: Work station for Senior GIS Specialist: Onofrey has bids for a work station that rises so that the Megan Stalker, the Senior GIS Specialist, can have the ability to stand if she so chooses to while working. The bid of \$3,238 was the lowest bid and the funds will be used from grant money. Motion by Breitenbach and second by Banicki to approve the purchase; motion carried.

Chair opened item 6: Register of Deeds report: Krueger stated that the month of January has been slower with documents being recorded but she and her deputy have been working on back scanning information on older documents into their land system. Krueger spoke at the Neshkoro senior citizen meal site about vital records and also worked the WRDA booth at the Wisconsin Surveyor's conference at Wisconsin Dells.

Chair opened item 7: Director's report: Onofrey reported that the on-line auction has been completed for surveyor's equipment; a total of \$22,000 will be put back into the grant fund inasmuch as it was grant money that originally purchased all the equipment now sold. Onofrey reviewed Corp Counsel bill for month of December. Onofrey discussed mapping website and submittal of data to State as part of grant requirement. Onofrey sought input from Committee members on presentation to the County Board during annual report in April. Haystack restaurant status discussed. Onofrey updated Committee on GCS software implementation and meeting with Sheriff's Department on Spillman software updates.

Chair opened item 8: Assistant Zoning Administrator's report: Grant passed out a sheet showing the breakdown of programs that are used both within the courthouse and outside by the public and explained how the programs work together. He has been working with the various companies to get information accessible via the computer programs.

Chair opened item 9: No citizen comments/concerns.

Chair opened item 10: Review and approval of Planning, Zoning and Land Information Department and Register of Deeds bills; motion by Breitenbach and second by Floeter to approve the same; motion carried.

The next meeting will be Wednesday, March 1, 2017; Chair adjourned meeting at 4:45 p.m.

Respectfully submitted,

Bette Krueger

Acting Secretary

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

January 4, 2017 @ 4:00 p.m.; Public Safety Room

Members present: Chair: Mary Walters; Jan Banicki, Shirley Floeter, Frank Breitenbach

Excused: Robert Goldsmith

Others present: Tom Onofrey, Dustin Grant, Bette Krueger, Jerry Smart, Douglas and Lucy Dewsnap, Anthony Anderson, Ron Alexander and Alex Rednour.

Chair called the meeting to order and asked for a motion to approve the agenda; motion by Banicki, second by Breitenbach; motion carried. Chair asked for additions or corrections to the previous month's minutes; none given; Chair asked for motion to approve the minutes; motion by Breitenbach; second by Floeter; motion carried.

Chair opened item 3: A public hearing on an application by Alex Rednour, W5575 CTH C, Montello, WI 53949 for a rezoning of Lot 1, CSM 2464, being part of Gov't Lot 6 in the NE ¼ - NW ¼, Section 21, T15N, R9E, Town of Packwaukee, containing 12.05 acres, more or less, from a Residential (R-1) to an Agriculture Residential (AG-3) Zoning District.

Onofrey explained that the Town of Packwaukee has approved this. Mr. Rednour would like to divide off a pole shed from the property where his home is located. Chair opened the public hearing, asked for comments; Ron Alexander indicated that he would like this denied; discussion between Mr. Rednour and Mr. Alexander followed. Chair closed the public hearing and asked for any comments from the Committee. Motion by Breitenbach to approve said application and to forward onto the County Board with the recommendation that it be approved; second by Floeter; motion carried.

Chair opened item 4: A public hearing on an application by Douglas and Lucy Dewsnap, W5556 Glen Ave., Endeavor, WI 53930 for a rezoning of part of the SE ¼-SW ¼, Section 16, T14N, R9E, Town of Moundville, containing 10 acres, more or less, from a Prime Agriculture (AG-1) to a General Agriculture (AG-2) Zoning District. Onofrey explained that Mr. and Mrs. Dewsnap would like to transfer their home and ten acres to one son, and the remaining 30 acres to the other son. The Town of Moundville denied this; did not want to do a ten acre division because it is in a farmland preservation area. Onofrey discussed Committee options following Town Board denial. Onofrey explained that the Committee could amend that application and forward the amended version to the County Board. Onofrey noted one option would be to use the standards in the General Zoning ordinance that was approved in November, but not in effect when the Dewsnaps applied. Onofrey explained that the ordinance now states a property owner may apply for rezoning up to 5 acres for a house for every 40 acres and that the remaining 35 acres in restricted to further development by applying the Farmland Preservation Overlay District. Mr. and Mrs. Dewsnap said they would be in favor of a five acre/35 acre division. Chair opened the public hearing and asked for any questions or comments from

public; none made. Chair closed the public hearing and asked for discussion by the Committee which then followed. Motion by Breitenbach to amend the request to rezone five acres from AG-1 to AG-3 (4) with the Farmland Preservation Overlay District being applied to the remaining 35 acres and that the amended request be forwarded to the County Board with the recommendation that it be approved; second by Floeter; motion carried.

Chair opened item 5: Register of Deeds report: Statewide issuance of vital records started January 3, 2017. This will make it much easier for constituents to get copies of vital records needed. Krueger stated she has been assisting Megan Stalker, Sr. GIS Specialist, with searching of records in the ROD office if needed.

Chair opened item 6: County Surveyor report: Smart reported the remaining grant money in the amount of \$25,000 has been received and has completed next year's grant request. Smart will be retiring February 3, 2017.

Chair opened item 7: Zoning Administrator report: Onofrey reported that Nora Beskow, assistant in the zoning office for 45 years, retired as of January 3, 2017. Jean Potter has been hired as her replacement. Tanya Rasmussen-Bagley, GIS Specialist, has been working mainly with the IT Department at this point. Onofrey reviewed monthly report with board members, as well as permit and revenue numbers for 2016.

Chair opened item 8: Zoning Technician report: Grant went over his monthly report with board members. The County highway shop is no longer able to do signs so fire number signs will be purchased from All County Signs in Westfield but will still get the posts from the highway department.

Chair opened item 9: No citizen comments/concerns.

Chair opened item 10: Review and approval of Zoning, County Surveyor and Register of Deeds bills; motion by Banicki and second by Floeter to approve the same; motion carried.

The next meeting will be Wednesday, February 1, 2017; Chair adjourned meeting at 4:55 p.m.

Respectfully submitted,

Bette Krueger

Acting Secretary