

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

December 5, 2018 @ 4:00 p.m.; Public Safety Room

Members present: Chair: Ken Borzick; Robert Goldsmith, Al Gibeaut, David Krentz

Absent: Kathleen McGwin

Others present: Tom Onofrey, Dusty Grant, Bette Krueger, Michael Turner; Sidney Arthur

Chair called the meeting to order and asked for a motion to approve the agenda; Onofrey stated that item 10 could be removed from the agenda; motion by Goldsmith and second by Gibeaut to approve the agenda as revised; motion carried. Chair asked for motion to approve the minutes; motion by Gibeaut; second by Goldsmith; motion carried.

Chair opened item 3: A public hearing on an application by Michael Turner, 7296 Mile Road, Sun Prairie, WI 53950 for a rezoning of Parcel A of a POS being part of the NW ¼ - SW ¼ in Gov't Lot 4, lying south of Dakota Lane, Section 1, T17N, R9E, Town of Newton, containing 40 acres, more or less, with five (5) acres being rezoned to Agriculture Residential (AG-3(4)) and the remaining 35 acres to the Farmland Preservation Overlay District. Onofrey explained that Mr. Turner would like to construct a building with a partial dwelling and the balance of the building will be for storage. The Town of Newton board has approved the rezoning. Chair asked if there were any questions from the committee; there were none. Chair opened the public hearing; no comments or questions; chair closed the public hearing. Motion by Gibeaut to approve the application and move onto the County Board with the recommendation that it be approved; second by Goldsmith; motion carried.

Chair opened item 4: Committee recommendations to the County Board Chairman on Board of Adjustment appointment of 2nd alternate and fulltime member. Onofrey explained that a regular member resigned and the normal procedure has been to promote the 1st alternate to full time member. Lance Achterberg is the current 1st alternate that would be promoted. Adam Malsack has expressed interest in becoming an alternate on the Board to replace him. Discussion followed. Motion by Gibeaut to recommend to the County Board Chairman that Lance Achterberg be made a fulltime member and Adam Malsack the new second alternate; second by Borzick; motion carried.

Chair opened item 5: Register of Deeds report. Krueger reviewed monthly numbers.

Chair opened item 6: Director's report: Onofrey reviewed permit and revenue numbers, as well as discussed ongoing violations he is working on. Onofrey updated the Committee on amendments to the Town of Buffalo planned land use map and Highway Department additions to the LiDAR project. Discussion followed.

Chair opened item 7: Assistant Zoning Administrator report: Grant reviewed new, ongoing and resolved violations.

Chair opened item 8: Citizen comments or concerns; none.

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

There will be no meeting in January, 2019. Chair adjourned meeting at 4:30 p.m.

Respectfully submitted,

Bette Krueger, Acting Secretary

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

November 7, 2018 @ 4:00 p.m.; Public Safety Room

Members present: Chair: Ken Borzick; Robert Goldsmith, Kathleen McGwin, Al Gibeaut, David Krentz

Others present: Tom Onofrey, Dusty Grant, Bette Krueger, Patrick Cotter, David and Donna Wissbaum.

Chair called the meeting to order and asked for a motion to approve the agenda; motion by Goldsmith and second by Gibeaut to approve the agenda; motion carried. Chair asked for motion to approve the minutes; motion by Gibeaut; second by Goldsmith; motion carried.

Chair opened item 3: A public hearing on an application by Patrick and Mary Cotter, N2766 Co Rd F, Montello, WI 53949 for a rezoning of the NE1/4-SW1/4, SE1/4-NW1/4, part of the NE1/4-NW1/4, part of the NW1/4-SW1/4 and part of the SW1/4-NW1/4, Section 31, T15N, R10E, Town of Montello, containing 133.56 acres, more or less, from an Agriculture Residential (AG-3(2)) to a Prime Agriculture (AG-1) Zoning District. Onofrey explained that an amendment to planned land use map was approved at last month's meeting for the Farmland Preservation tax credit. The Town of Montello board has approved the rezoning. Chair asked if there were any questions from the committee; there were none. Chair opened the public hearing; no comments or questions; chair closed the public hearing. Motion by Gibeaut to approve the application and move onto the County Board for approval; second by Goldsmith; motion carried.

Chair opened item 4: A public hearing on an application by Donna Cacic Wissbaum and Michael Cacic, W5552, STH 23, Montello, WI 53949 for a rezoning of the SW1/4-SE1/4 less Hwy 23, Section 9, T15N, R9E, Town of Packwaukee, containing 37.06 acres, more or less, with 2.5 acres being rezoned to Residential (R-1) and the remaining 34.56 acres to the Farmland Preservation Overland (FPO) District. Onofrey explained that there is a mobile home on the property and Ms. Wissbaum is going to move her office to that location and a rezone is necessary from AG-1 to Residential. The Town of Packwaukee has approved the rezoning. Chair asked if there were any questions from the committee; there were none. Chair opened the public hearing; no comments or questions; chair closed the public hearing. Motion by Gibeaut to approve the application and move onto the County Board for approval; second by Goldsmith; motion carried.

Chair opened item 5: Review and decision on Tourist Rooming House license application by Jonas Kaminskas, 827 W. North St., Hinsdale, IL 60521, for property located at W7972 Glacier Lane, Town of Oxford. Grant explained that there have been inspections on the property; all licenses, etc. have been issued. The property is approved for a maximum of eight individuals; the owner is having a professional company do the management of the property. Chair asked if

there were any questions from the committee; there were none. Motion by Gibeaut to approve the application; second by Krentz; motion carried.

Chair opened item 6: Appointment to Land Information Council. Onofrey explained that this Council reviews the three-year plan, must meet at least once per year and have one county board member. The previous board member's term expired in April 2018. Motion by Goldsmith and second by Gibeaut to appoint Ken Borzick to the Council. Motion carried.

Chair opened item 7: Register of Deeds report. Krueger reviewed monthly numbers.

Chair opened item 8: Director's report: Onofrey reviewed permit and revenue numbers and discussed ongoing violations he is working on. Onofrey asked for input from the Committee on potential alternate members for the Board of Adjustment. Discussion followed. Onofrey discussed recent meetings he has had with the Amish community in the Town of Buffalo in regard to the Town planned land use map.

Chair opened item 9: Assistant Zoning Administrator report: Grant reviewed new, ongoing and resolved violations. He also discussed the process of doing damage assessments for properties affected by the flooding.

Chair opened item 10: No citizen comments or concerns.

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

The next meeting will be Wednesday, December 5, 2018; Chair adjourned meeting at 4:47 p.m.

Respectfully submitted,

Bette Krueger, Acting Secretary

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

October 3, 2018 @ 4:00 p.m.; Public Safety Room

Members present: Chair: Ken Borzick; Robert Goldsmith, Kathleen McGwin, David Krentz

Others present: Tom Onofrey, Dusty Grant, Eldon Klimke

Chair called the meeting to order and asked for a motion to approve the agenda; motion by Goldsmith and second by McGwin to approve the agenda; motion carried. Chair asked for motion to approve the minutes; motion by McGwin; second by Krentz; motion carried.

Chair opened item 3: A public hearing on an application by Eldon and Wilma Klimke, N6351 6th Rd, Oxford, WI 53952 for a rezoning of part of the NE1/4-NW1/4, Section 24, T15N R8E, Town of Oxford containing 4.25 acres more or less from Agriculture Open Space (AO) to an Agriculture Residential (AG-3(2)) zoning district. Onofrey reviewed the application and noted that the Town has approved the request. Chair asked for any comments. None given. Chair closed the public hearing and asked for a motion on the request. Motion by Goldsmith to approve the application and to forward it to the County Board with the recommendation that it be approved, second by Krentz. Motion carried.

Chair opened item 4: A public hearing on a proposed amendment to the Marquette County Comprehensive Plan Planned Land Use Map (Town of Montello). Onofrey explained that the amendment is being done to make a property owner eligible for Farmland Preservation tax credits. Onofrey noted that the property owner will be on the agenda in November for a rezoning to AG-1. Discussion followed. Chair closed the public hearing and asked for a motion on the amendment. Motion by McGwin to approve the amendment, second by Krentz. Motion carried.

Chair opened item 5: 2019 Department budgets for Register of Deeds and the Planning, Zoning and Land Information Departments. Onofrey presented the ROD budget to the Committee in the absence of the Register of Deeds. Onofrey noted the budget has a significant decrease because of a change from full time to half time for the Deputy ROD. Onofrey discussed an increase in projected revenues for land record fees. Discussion followed. Motion by McGwin to approve the ROD budget and to forward it to the Executive and Finance Committee, second by Krentz. Motion carried. Onofrey reviewed the PZLID budget discussing reductions in expenses and changes to revenue accounts. Onofrey noted a slight decrease in the overall budget. Discussion followed. Motion by McGwin to approve the PZLID budget and to forward it to the Executive and Finance Committee, second by Krentz. Motion carried.

Chair noted for item 6 that the Register of Deeds is not present.

Chair opened item 7: Director report. Onofrey present year to date revenue and permit numbers noting that both are improving as compared to 2017. Discussion followed.

Chair opened item 8: Assistant Zoning Administrator report: Grant reviewed new, ongoing and resolved violations. Grant discussed his progress on doing damage assessment for properties effected by flooding. Discussion followed.

Chair opened item 9: No citizen comments or concerns.

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

The next meeting will be Wednesday, November 7, 2018; Chair adjourned meeting at 4:45p.m.

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

September 5, 2018 @ 4:00 p.m.; Public Safety Room

Members present: Chair: Ken Borzick; Robert Goldsmith, Kathleen McGwin, Al Gibeaut, David Krentz

Others present: Tom Onofrey, Bette Krueger, Patricia and Tim Schultz, Steven Floeter, Alex Nikolayenko and Bill Hendrickson.

Chair called the meeting to order and asked for a motion to approve the agenda; motion by Goldsmith and second by Gibeaut to approve the agenda; motion carried. Chair asked for motion to approve the minutes; motion by Goldsmith; second by Gibeaut; motion carried.

Chair opened item 3: A public hearing on an application by Patricia Schultz, N2243 Co Rd O, Endeavor, WI 53930 for a rezoning of part of the N1/2-Ne1/4-SE1/4, Section 4, T14N, R8E, Town of Douglas, containing 3.5 acres, more or less, from General Agriculture (AG-2) to a Commercial Business (CM-B) Zoning District.

Onofrey explained that Tim Schultz operates an auto repair shop in a garage and was asked to have that area re-zoned. The Town of Douglas approved the re-zone.

Chair asked if there were any questions from the committee; there were none. Chair opened the public hearing; no comments or questions; Chair closed the public hearing. Motion by Goldsmith to approve the application and move onto the County Board for approval; second by Gibeaut; motion carried.

Chair opened item 4: A public hearing on an application by Steven and Sharon Floeter, W8202 Elk Ave, Oxford, WI 53952 for a rezoning of Lot 1, CSM 3413, being part of the SW1/4-SE1/4 and the SE1/4-SE1/4, Section 17, T16N, R8E, Town of Westfield, containing 40 acres, more or less, with five (5) acres being rezoned to Agriculture Residential (AG-3(2)) and the remaining 35 acres to the Farmland Preservation Overlay (FPO) District.

Onofrey explained that the Floeter's want to re-zone three (3) acres only, not five (5) and they wish to build a home. The Town of Westfield approved the re-zone.

Chair asked if there were any questions from the committee; there were none. Chair opened the public hearing; no comments or questions; Chair closed the public hearing. Motion by Gibeaut to approve the application and move onto the County Board for approval; second by Borzick; motion carried.

Chair opened item 5: A public hearing on an application by Vera and Vitaliy Nikolayenko, N2537 10th Road, Montello, WI 53949 for a rezoning of Lot 2, CSM 1245, excluding Lot 1, CSM 1448, being part of the SW1/4-SW1/4, Section 34, T15N, R9E, Town of Packwaukee, containing 2.8 acres, more or less, from Prime Agriculture (AG-1) to an Agriculture Residential (AG-3(2))

District. Alex Nikolayenko, son of the owners, was present and indicated that his parents wish to build a home. Onofrey stated that the Town of Packwaukee has approved the re-zone.

Chair asked if there were any questions from the Committee; there were none. Chair opened the public hearing; no comments or questions; Chair closed the public hearing. Motion by Goldsmith to approve the application and move onto the County Board for approval; second by Krentz; motion carried.

Chair opened item 6: A public hearing on a proposed amendment to the Marquette County Sanitary Ordinance to allow the use of camping unit transfer containers on private property. Onofrey reminded the committee that this was discussed at the last meeting and that the State Code allows for the use of 300-gallon camping unit transfer containers if the County has an ordinance to regulate the use. Gary Doudna was present and is concerned about this being applied to licensed campgrounds. Onofrey stated that this change does not apply to licensed campgrounds, but if the Committee wants to add a paragraph stating it he has no problem doing so. Motion by Borzick to amend the ordinance to "add paragraph "F" stating it does not apply to licensed campgrounds and move onto the County Board for approval; second by Goldsmith; motion carried.

Chair opened item 7: 2019 Department budgets for Register of Deeds and the Planning, Zoning and Land Information Departments. Onofrey discussed current shortages in sanitary permit revenue and that he will be making adjustments in his proposed revenues for 2019.

Krueger stated she did not foresee any problems with the 2019 budget.

Chair opened item 8: Register of Deeds report. Krueger reviewed monthly numbers.

Chair opened item 9: Director's report: Onofrey provided revenue and permit numbers and discussed the Department's involvement with the current flooding issues being experienced in the County.

Chair opened item 10: Assistant Zoning Administrator report: None.

Chair opened item 11: No citizen comments or concerns.

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

The next meeting will be Wednesday, October 3, 2018; Chair adjourned meeting at 4:35 p.m.

Respectfully submitted,

Bette Krueger, Acting Secretary

NOTICE OF PUBLIC HEARING
MARQUETTE COUNTY
STATE OF WISCONSIN

To Whom It May Concern:

A **Public Hearing** will be held by the Marquette County Board of Adjustment on **Monday, August 6, 2018 at 4:00 PM** in the County Board/Sheriff's Training Room, Room 103, Public Safety Building (77 W Park St) in Montello, WI to hear the following applications:

Roger Schultz, N3976 4th Ave, Oxford, WI 53952, is requesting a Variance under Section 70.25(C) of the Marquette County Code of Ordinances Chapter 70 – Zoning for the construction of a garage at a reduced setback to a lot line being part of Lot 27 of Deer Ridge Estates, Section 15, T15N, R08E, **Town of Oxford**. Fire #N3976 4th Ave.

Ronald Gardner, N51W14093 Lancaster Ave., Menomonee Falls, WI 53051, is requesting a Variance under Section 70.51(B) of the Marquette County Code of Ordinances Chapter 70 – Zoning for the construction of a carport at a reduced setback to a lot line being part of Assessors Plat No. 2 Lot 18, Section 22, T15N, R11E, **Town of Mekan**. Fire #W411 Apache Ln.

Scott & Gidget Houdek-Owners, N4910 County Road B, Montello, WI 53949, and **David & Dawn Ward**-Agents, are requesting a Special Exception under Section 70.26(D)(5) of the Marquette County Code of Ordinances Chapter 70 – Zoning for the operation of a dog kennel/training business being part of the SE-SE less CSM 739, CSM 768 and part of Lots 1 & 2 CSM 804, Section 35, T16N, R09E, **Town of Harris**. Fire #N4910 County Road B.

Wayne Mehringer-Owner, 614 N 94th St, Milwaukee, WI 53226, and **Adam Malsack**-Agent, are requesting a Special Exception under Sections 70.24(E)(13) and 70.62(D)(5) and Variances under Sections 70.24(C), 70.32(B)(5) and 70.66(E) of the Marquette County Code of Ordinances Chapter 70 – Zoning for the expansion of a campground with a reduced setback to a lot line and a reduced side yard between camping units being part of Assessors Plat No 3 Lots 8 & 9, Section 21, T15N, R11E, **Town of Mekan**. Fire #W831 North Shore Dr. and W837 North Shore Dr.

All application materials are available on the Planning, Zoning & Land Information Department website at <http://www.co.marquette.wi.us/departments/zoning/board-of-adjustment-139> or in person in Room 104 of the Courthouse in the City of Montello. All persons wishing to be heard may appear in person or be represented by agent or attorney. If an appearance or representation is not possible, a letter addressed to the Marquette County Planning, Zoning & Land Information Department, P.O. Box 21, Montello, WI 53949, will be read at the public hearing of the Board of Adjustment.

Marquette County Board of Adjustment
Mary Walters, Chairperson
Jan Banicki
Sandi Vaughan
Lance Achterberg, Alternate
Michael Johnson, Alternate

Class 2 Notice

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

July 11, 2018 @ 4:00 p.m.; Public Safety Room

Members present: Chair: Ken Borzick; Robert Goldsmith, Kathleen McGwin, Al Gibeaut, David Krentz

Others present: Tom Onofrey, Dusty Grant, Bette Krueger, Daniel Tadysak and Gary Sorensen.

Chair called the meeting to order and asked for a motion to approve the agenda; motion by Goldsmith and second by Gibeaut to approve the agenda; motion carried. Chair asked for motion to approve the minutes; motion by Gibeaut; second by Goldsmith; motion carried.

Chair opened item 3: A public hearing on an application by Daniel and Michelle Tadysak, W11245 CTH V, Lodi, WI 53555 for a rezoning of the north 880 feet of the E1/2-NW1/4-SE1/4 and the north 880 feet of the NE1/4-SE1/4, Section 30, T16N, R8E, Town of Westfield, containing 40 acres, more or less, with three acres rezoned from Prime Agriculture (AG-1) to Agriculture Residential (AG-3(2)) and the remaining 37 acres to the Farmland Preservation Overlay District. Onofrey explained that the Tadysak's wish to build a home and the Town of Westfield board approved the same and no correspondence from any neighbors against the proposal. Chair asked if there were any questions from the committee; there were none. Chair opened the public hearing; no comments or questions; chair closed the public hearing. Motion by Goldsmith to approve the application and move onto the County Board for approval; second by Gibeaut; motion carried.

Chair opened item 4: Onofrey explained that the State Code allows for the use of 300 gallon camping unit transfer containers to be used by campers on private land and pumped out when necessary. Marquette County has never amended the Sanitary Ordinance to include this and these can only be used by camping units. There will be a public hearing on the proposed change.

Chair opened item 5: Register of Deeds report. Krueger reviewed monthly numbers.

Chair opened item 6: Director's report: Onofrey informed the committee that the proposed expansion to the Crooked River Campground was approved after the public hearing. Neighbors of the property have 30 days in which to appeal the decision. In August Lake Arrowhead campground will have a public hearing on a proposal of adding 17 seasonal sites. A limited term employee will be starting to do more scanning of documents (permits, etc.) to be viewed in the web portal. Reviewed monthly Permit and Revenue report with the committee.

Chair opened item 7: Assistant Zoning Administrator report: Grant reviewed new, ongoing and resolved violations. Grant updated the Committee on the floodplain managers conference he attended in Arizona.

Chair opened item 8: No citizen comments or concerns.

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

Chair opened item 10: Motion by Goldsmith, second by Gibeaut to move into closed session. Roll call: Gibeaut-yes, McGwin-yes, Krentz-yes, Goldsmith-yes, Borzick-yes. Motion by Gibeaut to return to open session, second by Borzick. Roll call: Gibeaut-yes, Borzick-yes, McGwin-yes, Goldsmith-yes, Krentz-yes.

The next meeting will be Wednesday, August 1, 2018; Chair adjourned meeting at 4:46p.m.

Respectfully submitted,

Bette Krueger, Acting Secretary

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

June 6, 2018 @ 4:00 p.m.; Public Safety Room

Members present: Chair: Ken Borzick; Robert Goldsmith, Al Gibeaut, Kathleen McGwin, David Krentz

Others present: Tom Onofrey, Dustin Grant, Bette Krueger, Kenon Smith.

Chair called the meeting to order and asked for a motion to approve the agenda; Onofrey stated Item 3 can be removed, motion by Gibeaut to approve amended agenda, second by Goldsmith. Motion carried: 5-0. 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 Gibeaut. Motion carried: 5-0.

Chair opened item 4: A public hearing on an application by Weishaar Land LLC, W6125 Dover Ct, Westfield, WI 53964 for a rezoning of the SW1/4-NW1/4, less the north 1 rod, Section 16, T17N R9E, Town of Newton, containing 39.5 acres more or less with 5 acres being rezoned from Prime Agriculture (AG-1) to Agriculture Residential (AG-3(4)) and the remaining 34.5 acres to the Farmland Preservation Overlay District. Onofrey reviewed the application materials and explained that Weishaars bought the property for the farmland and want to sell the existing house and buildings. Discussion followed. Chair asked for comments from those in attendance. None given. Chair closed the public hearing and asked for a motion on the application. Motion by Goldsmith to approve the request and to forward it to the County Board with the recommendation that it be approved, second by Gibeaut. Motion carried: 5-0.

Chair opened item 5: Review and decision on Tourist Rooming House license application by Stephanie Jones, 616 King St, Belvidere, IL 671008. Property location: W7131 Dakota Avenue. Grant reviewed application and stated that it meets the ordinance requirements. Discussion followed. Motion by Gibeaut to approve license, second by Goldsmith. Motion carried: 5-0.

Chair opened item 6: Register of Deeds report. Krueger reviewed the ROD annual report and discussed various revenue sources and functions of her department. Discussion followed.

Chair opened item 7: Director report. Onofrey discussed 2018 plat book and noted sales are strong at this time. Onofrey informed the Committee that the LiDAR acquisition is complete for the County project. Onofrey reported that the Board of Adjustment will be hearing a request to expand Crooked River Campground. Onofrey reviewed year to date revenue and permit numbers.

Chair opened item 8: Assistant Zoning Administrator report. Grant discussed resolved and current violations that he has been working on since the May meeting. Discussion followed.

Chair opened item 9: Citizen comments and concerns. McGwin shared with the Committee that the Friends of John Muir have been contacted in regard to a possible land purchase

adjacent to Mulhern Lake. McGwin shared some of the history that make this a potentially desirable area to preserve. Discussion followed.

Chair opened item 10: Review and approve ROD and PZLID bills. Motion by Gibeaut, second by Goldsmith to pay bills. Motion carried.

The next meeting will be July 11th at 4pm; Chair adjourned meeting at 4:45 p.m.

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

May 2, 2018 @ 3:00 p.m.; Public Safety Room

Members present: Chair: Ken Borzick; Robert Goldsmith, Al Gibeaut, Kathleen McGwin, David Krentz

Others present: Tom Onofrey, Dustin Grant, Travis Hamele.

Chair called the meeting to order and asked for a motion to approve the agenda; motion by Gibeaut, second by Goldsmith to approve the agenda; 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 Gibeaut; motion carried.

Chair opened item 3: Overview of Planning, Zoning and Land Information Department functions and Committee Statute responsibilities. Onofrey and Grant reviewed ordinances administered by the Department and demonstrated land records information available through the County website. Onofrey discussed the Committee's role in the rezone petition process. Discussion followed.

At 4pm the Chair opened item 4: A public hearing on an application by Myrna Kapke, W8290 Elk Avenue, Oxford, WI 53952 for a rezoning of part of the NW1/4-SW1/4 and part of the NE1/4-SW1/4 and part of the NW1/4-SW1/4 all in Section 17, T16N R8E, Town of Westfield, containing 40 acres more or less with 2 acres rezoned from Prime Agriculture (AG-1) to Agriculture Residential (AG-3(2)) and the 38 acres to the Farmland Preservation Overlay (FPO) District. Onofrey stated that the applicant is unable to be in attendance. Onofrey reviewed the application and informed the Committee that the Town Board has approved the request. Discussion followed. Chair asked for comments either in favor or against. None given. Chair closed the public hearing and asked for a motion on the application. Motion by Goldsmith to approve the application and to forward it to the County Board with the recommendation that it be approved, second by Gibeaut. Motion carried: 5-0.

Chair opened item 5: A public hearing on an application by Chad Stevenson, N7529 Stonehaven Drive, Portage, WI 53901 for a rezoning of that part of River Lot 5, Section 9, T14N R9E, Town of Moundville containing 60 acres more or less with 5 acres being rezoned from Prime Agriculture (AG-1) to Agriculture Residential (AG-3(4)) and the remaining 55 acres to the Farmland Preservation Overlay (FPO) District. Onofrey reviewed application materials and noted that the Town Board has approved the request. Travis Hamele stated that the 5 acres is adjacent to land currently zoned AG-3. Discussion followed. Chair noted no public in attendance to comment. Chair closed the public hearing and asked for a motion on the application. Motion by Gibeaut to approve the application 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 6: A public hearing on proposed revisions to the Marquette County Code of Ordinances Chapter 70-Zoning. Onofrey reviewed the four proposed amendments. Discussion followed. Motion by Gibeaut to approve the amendments, second by Goldsmith. Motion carried:

Chair opened item 7: Request for out of State travel for Dustin Grant to attend National Floodplain Manager Association convention in Phoenix, Arizona. Onofrey explained that as a CFM Grant applied for and received a grant to attend the conference and will be paying his own airfare. Onofrey is requesting that he be paid for the week at the conference because there will be a benefit to the County. Discussion followed. Motion by Gibeaut to approve the request, second by McGwin. Motion carried: 5-0.

Chair opened item 8: Register of Deeds not present.

Chair opened item 9: Director report. Onofrey reviewed permit and revenue report. Onofrey Discussed Department carry over accounts.

Chair opened item 10: Assistant Zoning Administrator report. Grant reviewed new and ongoing violations. Discussion followed. Grant reviewed tourist rooming house licenses. Discussion followed.

Chair opened item 11 and noted no public in attendance.

Chair opened item 12: review and approve ROD and PZLID bills. Motion by Gibeaut to pay bills, second by Goldsmith. Motion carried: 5-0.

The next meeting will be June 6th at 4pm; Chair adjourned meeting at 4:45 p.m.

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

April 4, 2018 @ 4:00 p.m.; Public Safety Room

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

Member excused: Jan Banicki

Others present: Tom Onofrey, Dusty Grant, Steve Kemps.

Chair called the meeting to order and asked for a motion to approve the agenda; motion by Breitenbach, second by Floeter to approve the agenda; 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 Thomas Peterson, N7777 Indian Lake Rd, Neshkoro, WI 54960 for a rezoning of part of the NW1/4-SW1/4 lying South of Co Rd E excluding CSM 1922 and the SW1/4-SW1/4 less part of CSM 1922, Section 14 and the North 68.64 ft of the NW1/4-NW1/4, Section 23, T17N R10E, Town of Crystal Lake 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 (FPO) District. Onofrey reviewed application materials and explained that the applicant intends on building a house on the 5 acres. Steve Kemps-Agent/Builder stated it will mainly be used as a hunting cabin. Discussion followed. Chair noted that there was no public in attendance and closed the public hearing. 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 4: Discussion of revisions to Marquette County Code of Ordinances Chapter 70-Zoning. Onofrey reviewed proposed amendments which include camping unit setback, legal non-conforming structures, farm animals in shoreland areas and accessory building definition. Discussion followed. Onofrey stated that the public hearing will be in May.

Chair opened item 5: Register of Deeds was absent.

Chair opened item 6: Director's report: Onofrey reviewed permit and revenue numbers and noted that septic system numbers are down from last year and it is likely because of the late spring and frozen ground. Onofrey informed the Committee that the data submission for the WLIP grant was completed on Thursday. Onofrey discussed two conferences he and staff attended in March. Onofrey informed the Committee that Grant has been awarded a scholarship to attend the National Floodplain Association conference in Arizona the 3rd week of June. Onofrey noted there would be no cost to the County. Item will be on agenda in May.

Chair opened item 7: Assistant Zoning Administrator report. Grant reviewed tourist rooming house licenses. Discussion followed. Grant discussed resolved and ongoing violations. Grant updated the Committee on the septic maintenance program.

Chair opened item 8: No citizen comments or concerns.

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

The next meeting will be Wednesday, April 4, 2018; Chair adjourned meeting at 4:30 p.m.

REPORT OF THE PLANNING AND ZONING COMMITTEE TO THE COUNTY
BOARD ON PUBLIC HEARING ON PETITION TO AMEND THE
MARQUETTE COUNTY ZONING ORDINANCE

TO THE COUNTY BOARD OF MARQUETTE COUNTY:

The Marquette County Planning and Zoning Committee having considered the petition to amend the Marquette County Code of Ordinances Chapter 70-Zoning filed by **Ellen Johnson** on the 7th day of March 2018 to rezone from a General Agriculture (AG-2) to Agriculture Residential (AG-3(2)) and Farmland Preservation Overlay Districts,

the following described lands:

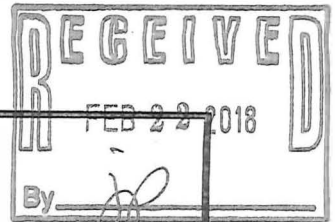
Part of the NW1/4-SE1/4, Section 15, T16N R9E, Town of Harris, containing 2 acres more or less.

and having held public hearing thereon, pursuant to Section 59.69, Wisconsin Statutes, notice thereof having been given as provided by law, and being duly informed of the facts pertinent to the changes proposed and duly advised of the wishes of the people in the area affected, hereby recommends as follows:

That the petition for amendment by Ellen Johnson is denied as required under Section 59.69(5)(e)(3), Wisconsin Statutes following the receipt of Town resolution of disapproval.

Dated this 14th day of March, 2018

MARQUETTE COUNTY PLANNING AND ZONING
COMMITTEE



RESOLUTION OF DISAPPROVAL

re. Ellen Johnson, owner

Be it Resolved by the Town Board of the Town of Harris
Marquette County, Wisconsin, that the Town Board at their
Regular monthly meeting February 19, 20 18 did
Disapprove rezoning from A-2 District to
A-3 District, lands described as:

*part of NW 1/4 - SE 1/4 lying East of Co. Rd. B Sec. 15
T16N R9E Town of Harris and containing two
1/2 acre acres.*

For the following reasons: *it would violate our
comprehensive land use plan and
sound growth reasoning.*

CHAIRMAN Allen J. Thalacker Dated: 02/19/18

SUPERVISOR A. K. Kerschke Dated: 15 FEB 18

SUPERVISOR Ken S. Nelson Dated: 2-19-18

I, Shirley M. Ingram, Clerk in and for said
Town of Harris, do hereby certify that I
Have compared the annexed copy of the resolution of
Disapproval with the record in my custody, and that the same
Is a correct transcript therefrom and of the whole thereof.

WITNESS my hand and SEAL of said
Office of Clerk - Harris

(SEAL)

This 19th day of Feb, 20 18

Shirley M. Ingram
CLERK

U.S. Postal Service™ **ZONING - PO**
CERTIFIED MAIL® RECEIPT BOX 21
 Domestic Mail Only

For delivery information, visit our website at www.usps.com™

MONTELLO, WI 53949

Certified Mail Fee \$3.45

Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$2.75
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☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.71

Total Postage and Fees \$6.91

PHYLLIS M INGRAM (T. Harris Clerk)
 N6095 11TH RD
 MONTELLO WI 53949

PS Form 3800, April 2015 PSN 7530-02-000-9047

See Reverse for Instructions

MONTELLO
 109 E MONTELLO ST
 MONTELLO
 WI

53949-9773
 5655800687

01/29/2018 (800)275-8777 3:28 PM

Product Description	Sale Qty	Final Price
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First-Class Mail Letter	1	\$0.71
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(Domestic)
 (MONTELLO, WI 53949)
 (Weight:0 Lb 2.00 Oz)
 (Estimated Delivery Date)
 (Wednesday 01/31/2018)

Certified	1	\$3.45
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(@@USPS Certified Mail #)
 (70151520000076509626)

Return Receipt	1	\$2.75
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(@@USPS Return Receipt #)
 (9590940303455163278942)

Affixed Postage	1	(\$6.91)
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(Affixed Amount:\$7.09)

Total	\$0.00
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SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

PHYLLIS M INGRAM
 T. HARRIS - CLERK
 N6095 11TH RD
 MONTELLO WI 53949



9590 9403 0345 5163 2789 42

2. Article Number (Transfer from service label)

7015 1520 0000 7650 9626

PS Form 3811 April 2015 PSN 7530-02-000-0953

**NOTICE OF PUBLIC HEARING
 ON PROPOSED AMENDMENT TO THE
 MARQUETTE COUNTY ZONING ORDINANCE**

NOTICE IS HEREBY GIVEN that a public hearing will be held in the County Board Room/Sheriff's Training Room in Room 103, Public Safety (77 W Park St) in Montello, Wisconsin, on the 7th day of March, 2018 at 4:00 PM on the proposed amendment to the Marquette County Code of Ordinances Chapter 70-Zoning, which proposed amendment is as follows:

Ellen Johnson, Owner, 115 5th St, Baraboo, WI 53913 is requesting to rezone from a General Agriculture (AG-2) District to an Agriculture Residential (AG-3(2)) District, for the following described lands:

Part of the NW1/4 - SE1/4, Section 15, T16N R9E, Town of Harris containing 2 acres more or less. Property Address: N6270 Co Rd B

The petition to amend said ordinance is on file in the Planning, Zoning and Land Information Office of Marquette County, Montello, Wisconsin or on the webpage at <http://www.co.marquette.wi.us/departments/zoning>.

Dated this 29th day of January, 2018.

Publish: 2/15/18, 2/22/18 WNAXLP

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Publish: 2/15/18, 2/22/18 WNAXLP

COMPLETE THIS SECTION ON DELIVERY

A. Signature

Phyllis Ingram ☐ Agent ☐ Addressee

B. Received by (Printed Name)

Phyllis Ingram

C. Date of Delivery

1-30-18

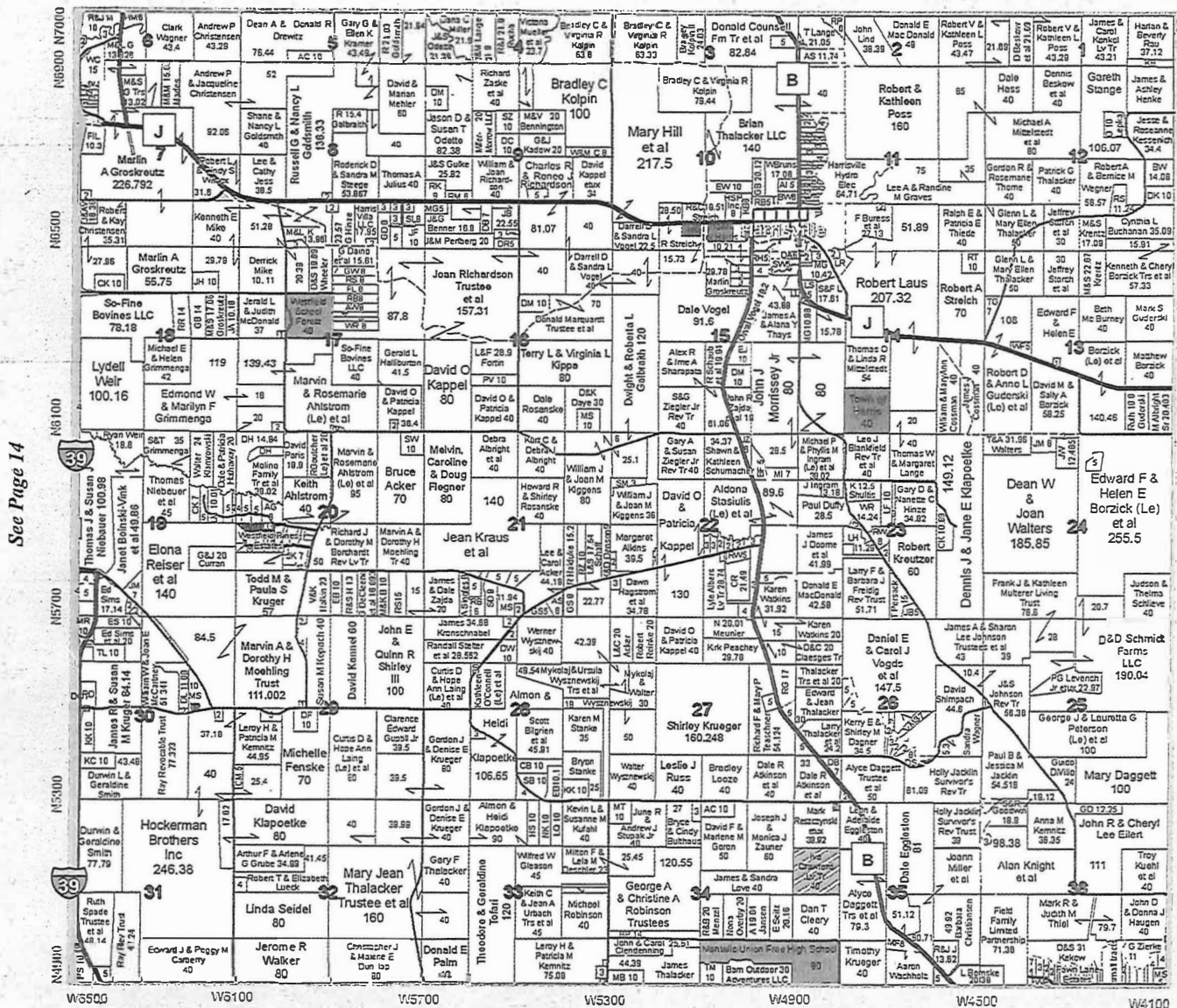
D. Is delivery address different from item 1? ☐ Yes
 If YES, enter delivery address below: ☐ No

3. Service Type

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- ☐ Adult Signature Restricted Delivery
- ☒ Certified Mail®
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- ☐ Registered Mail™
- ☐ Registered Mail Restricted Delivery
- ☒ Return Receipt for Merchandise
- ☐ Signature Confirmation™
- ☐ Signature Confirmation Restricted Delivery

Domestic Return Receipt

See Page 8



See Page 24



Friends of Marquette County 4-H

'Making the Best Better'

State Farm, Jason Stauffacher

228 S. Main

Westfield, WI 53964

(608) 296 - 2902

jason.stauffacher.iy2h@statefarm.com



Friends of Marquette County 4-H

'Making the Best Better'

Tall Pines Resort

W8091 3rd Road (Tall Pines Ct)

Westfield, WI 53964

(608) 296 - 2803

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

March 7, 2018 @ 4:00 p.m.; Public Safety Room

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

Member excused: Jan Banicki

Others present: Tom Onofrey, Bette Krueger, Ellen Johnson, David Borntrager, Johnny Mast, Dana Miller.

Chair called the meeting to order and asked for a motion to approve the agenda; motion by Goldsmith and second by Breitenbach to approve the agenda; 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 Ellen Johnson, 115 5th Street, Baraboo, Wisconsin 53913 for a rezoning in part of the NW ¼- SE ¼, Section 15, T16N, R9E, Town of Harris, containing two acres, more or less, from a General Agriculture (AG-2) to an Agriculture Residential (AG-3(2)) Zoning District. Onofrey explained that Ms. Johnson owns ten acres with a home and shed; she would like to divide two acres and the shed to convert to a dwelling or rental. The Town of Harris board did not approve the request stating that it violates their comprehensive plan. Onofrey explained that the decision by the Town of Harris is binding on the county unless the County made changes. Chair asked the committee if there were any questions; Goldsmith questioned about the Town of Harris rejecting the request and that the Planning and Zoning Committee has always sided with the Town Boards on their decisions. Chair opened the public hearing asking for any comments from the public. Ms. Johnson indicated that there were others at the Town of Harris meeting when her request was denied that indicated that this type of request has been done before in the Town of Harris and wondered why her request was denied. She indicated that she has a federal grant in place to remodel the shed into a dwelling if approved. Dana Miller, a neighboring property owner, spoke against her request both at the Town of Harris meeting and at this meeting as well. Chair closed the public hearing. Chair indicated that the Planning and Zoning Committee has never went against town board decisions and this committee should not override the same. Chair suggested Ms. Johnson go to Town of Harris board once again and plead her case; Floeter and Goldsmith agreed. Motion from Floeter and second by Breitenbach to deny the rezone request; motion carried.

Chair opened item 4: A public hearing on an application by David and Marietta Borntrager, N8972 CTH JJ, Westfield, WI 53964 for a rezoning of part of Lot 1, CSM 2883 and a parcel directly east thereof being part of the NW ¼-NW 1/4, Section 8, T17N, R9E, Town of Newton containing 11.93 acres with 4.25 acres proposed to be rezoned to Commercial-Business (CM-B) and the remaining 7.68 acres to the Farmland Preservation Overlay (FPO) District. Onofrey

explained the rezone property is occupied by a sawmill and Mr. Borntrager's business has grown in size after being approved as a Special Exception. Mr. Borntrager would like to build large building to house his planer. Onofrey explained that his opinion is the business is exceeding the Special Exception approval and that before a new building can be built the zoning must be changed to Commercial. The Town of Newton Board approved the request. The new building would be placed on the 4.25 acre parcel. Chair asked if there were any questions from the committee; hearing none, Chair opened the public hearing. Mr. Borntrager discussed the need for the building. Chair closed the public hearing. Motion by Breitenbach, second by Goldsmith to approve the request and forward onto the County Board for approval; motion carried.

Chair opened item 5: Register of Deeds report. Krueger indicated that Kiley Lloyd was hired as the new part-time Deputy Register of Deeds and training has been going well.

Chair opened item 6: Director's report: Onofrey reported that in April he will be bringing a proposed amendment forward in regards to year-round camping permits and the required lot line setback.

Safebuilt is down to a remaining 86 permits and will likely be done doing inspections this summer.

Megan Stalker and Tanya Rasmussen-Bagley are working on the data submission for the WLIP grant.

Reviewed the monthly Permit and Revenue report with the committee.

Chair opened item 7: No Assistant Zoning Administrator report.

Chair opened item 8: No citizen comments or concerns.

Chair opened item 9: 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, April 4, 2018; Chair adjourned meeting at 4:29 p.m.

Respectfully submitted,

Bette Krueger, Acting Secretary

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

February 7, 2018 @ 4:00 p.m.; Public Safety Room

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

Others present: Tom Onofrey, Dusty Grant and Bette Krueger

Chair called the meeting to order and asked for a motion to approve the agenda; Onofrey asked to amend the agenda by moving items 5 and 8 after approval of minutes; motion by Breitenbach, second by Goldsmith to approve the amended agenda; 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: Review and decision on Tourist Rooming House license application by Robert Bloom, 2534 Farwell Avenue, Chicago, IL 60645 for property located at W4396 CTH K, Montello. Grant reported that this was a violation but the owner did go through the licensing process; the cleaning woman is the resident agent; the health inspections and all building inspections have been approved and the rental is suitable for nine people. Chair asked for any questions from the board; there were none. Motion by Banicki and second by Floeter; motion carried.

Chair opened item 4: Assistant Zoning Administrator's report: Grant passed out monthly violations report and reviewed the same with committee members.

Chair opened item 5: Review and decision on revised Deputy Register of Deeds job description: Krueger explained that the prior description did not properly reflect the position. Additionally, the position was being decreased from 40 hours per week to 16 hours per week. Motion by Breitenbach and second by Banicki to approve the revised job description and hours and forward it onto the Executive and Finance Committee for further approval; motion carried.

Chair opened item 6: Onofrey explained that Sandra Vaughan's term on the Board of Adjustment will be expiring soon and she has agreed to serve another term. Motion by Banicki and second by Breitenbach to approve Sandra Vaughan for another term; motion carried.

Chair opened item 7: Register of Deeds report: Krueger reported the deputy Register of Deeds retired as of January 12, 2017 and is conducting interviews for replacement on February 9.

Chair opened item 8: Director's report: Onofrey reported that he met with the Town of Buffalo regarding their subdivision ordinances and revisions thereto which is not a part of the contract with the County. Onofrey offered to take this on as part of the contract, to assist with amendments, addendums and enforcement of the same. Onofrey also informed the committee that Megan Stalker, Tanya Bagley-Rasmussen and himself met with the Department

of Administration to review WLIP grant work. Onofrey updated Committee on LiDAR contract and the timetable for the 2018 platbook.

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 7, 2018; Chair adjourned meeting at 4:26 p.m.

Respectfully submitted,

Bette Krueger, Acting Secretary

Marquette County Land Information Council

January 22, 2018, 10am, Public Safety Room 103

Members present: Chair: Tom Onofrey, Mary Walters, Bette Krueger, Megan Stalker, John Mevis, Aaron Williams, Pat Kilbey

Others present: None

Chair called the meeting to order and asked for a motion to approve the agenda; motion by Krueger, second by Stalker; motion carried. Chair asked for additions or corrections to the previous meeting minutes; none given; Chair asked for motion to approve the minutes; motion by Stalker; second by Krueger; motion carried.

Chair opened item 3: Discussion and decision on amendment to 2016-2018 Land Records Modernization Plan. Onofrey reviewed LiDAR project and updated the Council on FEMA involvement, which is allowing WLIP grant money to be used for further enhancements of the LiDAR data. Onofrey noted that the project will now allow for 8 foot streams, 2D building outlines, 1 acre ponds and 1 foot contours. Discussion followed. Onofrey explained that since LiDAR is not in the 2016-2018 Land Records Modernization Plan the Council must approve amending the plan. Onofrey stated that as part of our grant approval for 2018 he must submit minutes showing Council approval of the amendment and that he can just provide minutes. Discussion followed. Motion by Krueger to approve LiDAR as a project and to include it in the plan update due at the end of 2018, second by Walters. Motion carried: unanimously.

No public present for comments.

Meeting adjourned at 10:15am

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

January 3, 2018 @ 4:00 p.m.; Public Safety Room

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

Others present: Tom Onofrey, Bette Krueger, Norlin Reetz, Nick Reetz, Dan Marquardt, Joan Krueger, Gene Krueger, Shenan McNamara; Paul McNamara, Richard Hell

Chair called the meeting to order and asked for a motion to approve the agenda; motion by Breitenbach, 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 Banicki; second by Floeter; motion carried.

Chair opened item 3: A public hearing on an application by Shenan McNamara, W3701 CTH K, Montello, WI 53949 for a rezoning of the SE ¼-SW ¼, Section 27 T15N, R8E, Town of Oxford, containing 40 acres, more or less, from Prime Agriculture (AG-1) with 6.5 acres being rezoned to Commercial-Business and the remaining 33.5 acres rezoned to the Farmland Preservation Overlay District. Onofrey explained that this is actually a two-part application; Mr. McNamara has been operating a salvage yard which requires the property to be zoned Commercial-Business and to be approved for a special exception. The special exception hearing will be February 5th and if approved by the Board of Adjustment they can place the conditions recommended by the Town on special exception. Onofrey stated that no comments were received from any neighboring property owners. Chair asked for any questions from the Board; hearing none, Chair opened the public hearing for any comments either for or against this rezone from those in attendance. Hearing none, Chair closed the public hearing. Motion by Goldsmith to approve the application and pass it onto County Board with the recommendation that it be approved; second by Breitenbach; motion carried.

Chair opened item 4: A public hearing on an application by Nicholas and Angela Reetz/Delwin Farms/Marquardt Living Trust, Agent: Richard Hell, W5688 CTH Z, Westfield, WI 53964 for rezoning part of the NW ¼-SW ¼, Section 10, T17N, R9E, Town of Newton, containing 36.25 acre, more or less, from Prime Agriculture (AG-1) to an Agriculture Open Space (AO) District. Onofrey explained that this land has already been transferred but did not meet the 40 acre minimum requirement. Onofrey stated that if approved the land would not be able to be divided because the new minimum parcel size would be 20 acres. Town of Newton did approve the rezone. Chair asked for any questions from the Board; hearing none, Chair opened the public hearing for any comments either for or against this rezone from those in attendance. Hearing none, Chair closed the public hearing. Motion by Breitenbach to approve the application and to forward it to the County Board with the recommendation that it be approved; second by Goldsmith; motion carried.

Chair opened item 5: A public hearing on an application by Delwin Farms/Marquardt Living Trust, Agent: Richard Hell, W5688 CTH Z, Westfield, WI 53964 for a rezoning of part of the NW ¼- SE ¼, and the NE ¼-SE ¼, Section 9, T17N, R9E, Town of Newton, containing 42.35 acres, more or less, from Prime Agriculture (AG-1) with 3.97 acres rezoned to Agriculture Residential (AG-3(2)) and the remaining 38.38 acres rezoned to the Farmland Preservation Overlay District. Onofrey explained that the 3.97 acre parcel would be divided off to for the buildings and that the remaining 38.38 acres would be restricted to no further development using the Farmland Preservation Overlay district. The Town of Newton Board approved the request and no neighbors have objected. Chair asked for any questions from the Board; hearing none, Chair opened the public hearing for any comments either for or against this rezone from those in attendance. Hearing none, Chair closed the public hearing. 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.

Chair opened item 6: Review and decision on Tourist Rooming House license application by Rene Cromer, W7134 CTH CH, Westfield, WI 53964; property located at N8624 Deerborn Road. Onofrey reported that Ms. Cromer lives within 25 miles so she can act as the resident agent; the health inspections and all building inspections have been approved and the property is suitable for four people. Chair asked for any questions from the board; there were none. Motion by Floeter to approve the license, second by Banicki; motion carried.

Chair opened item 7: Register of Deeds report: Nothing new to report per Krueger.

Chair opened item 8: Director's report: Onofrey reviewed his monthly report with Committee members; the 2018 grant amount awarded is just shy of \$122,000. Tanya Rasmussen-Bagley with the MIS Department, has been working with the Sheriff's Office to update the mapping for the Spillman software.

Chair opened item 9: Assistant Zoning Administrator's report: Grant was absent from the meeting; no report.

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, February 7, 2018; Chair adjourned meeting at 4:22 p.m.

Respectfully submitted,

Bette Krueger, Acting Secretary