

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

December 5, 2024

County Board Room – Services Center; In person and virtual

Members present: Judi Nigbor Chair; John Bennett, Dave Krentz, Kathy Jo Locke

Member absent: Dave Benson

Others present: Megan Stalker, Zach Hughes, Jean Potter, Ron Barger, Nicole Ziebell, Mike Parrott-Virtual, Joanne Knoch, Joe Chapman, Gerald Krueger, Dan Trzebiatowski

Chair called the meeting to order at 9:00am and asked for approval of the agenda; motion by Locke, second by Bennett; motion carried.

Chair asked for approval of minutes from October 3, 2024, meeting; motion by Bennett, second by Krentz; motion carried.

Citizens' comments or concerns: None.

Chair opened item 4: A public hearing on the application by JJK Income Trust, Joanne J Knoch, Trustee, W4743 10th Rd., Westfield, WI 53964, requesting a rezoning from Prime Agriculture (AG-1) to Commercial District-Business (CM-B) and Farmland Preservation Overlay (FPO) Districts for the following lands all in Section Twenty-three (23), Township Seventeen (17) North, Range Nine (9) East, Town of Newton, Marquette County, WI. Property Address: W4743 10th Road. Rezone 10 acres more or less, into CM-B and the remaining thirty (30) acres more or less, into FPO. Potter summarized the rezone request. Town of Newton approved the request. Business will be an Event Barn. Motion to approve rezone and move onto County Board by Locke; second by Krentz; discussion; motion carried 4-0.

Chair opened item 5: A public hearing on the application by James E Chapman et al, W6717 County Rd P, Endeavor, WI 53930 is requesting a rezoning from General Agriculture (AG-2) to Commercial District-Business (CM-B) for the following lands in Section Six (6), Township Fourteen (14) North, Range Nine (9) East, Town of Moundville, Marquette County, WI. Property Address: N2400 Lakeview Ave. Rezone 3.581 acres being described as part of the Northeast Quarter (NE1/4) of the Fractional Northwest Quarter (NW1/4) into CM-B and the remaining 61.699 acres to remain in AG-2, being described as part of the North ½ of Fractional Northwest Quarter (NW1/4), 65.28 acres. Potter summarized the rezone request. Town of Moundville approved the request. Business is an existing Cell Tower. Motion to approve rezone and move onto County Board by Bennett; second by Krentz; discussion; motion carried 4-0.

Chair opened item 6: A public hearing on the application by Gerald E Krueger, W4171 Deerborn Avenue, Wautoma, WI 54982 is requesting a rezoning from a Prime Agricultural (AG-1) District to General Agricultural (AG-2) and Farmland Preservation Overlay (FPO) Districts for the following lands in Section Twelve (12), Township Seventeen (17) North, Range Nine (9) East, Town of Newton, Marquette County, WI. Property Address: W4171 Deerborn Avenue. Rezone 16 acres, more or less, into AG-2, and the remaining 35.108 acres, more or less, into FPO, being described as Lot 2 CSM 1077 being part of the Northeast Quarter of the Northeast Quarter (NE1/4-NE1/4), Northwest Quarter of the Northeast Quarter (NW1/4-NE1/4) and the Southwest Quarter of the Northeast Quarter (SW1/4-NE1/4), 51.108 acres. Potter summarized the rezone request. Town of Newton approved the request. Farmland has been worked since 2007 by Trzebiatowski and Krueger is selling to Trzebiatowski and keeping his home and land around his buildings. Motion to approve rezone and move onto County Board by Bennett; second by Krentz; discussion; motion carried 4-0.

Chair opened item 7: Discussion and Motion to adopt updated fee schedule for building inspection services, effective January 1, 2025, with General Engineering Company, Portage, WI. Mike Parrott, Director of Inspection Services, summarized the increase stating the prices have remained the same for 5 years.

Looking to review fees every 2 years even if there is no increase so that the jump is not so big next time. Potter explained UDC fees are a pass through with the county receiving no percentage of revenue for the work. Barger requested Potter look into what including a 10% department fee would give the county for budget purposes for future years. Nigbor stated wanting all departments to look over fee schedules more consistently, so we are where we need to be yearly. Need to be passed to County Board per Chapter 99. Motion to approve updating Planning & Zoning UDC portion of Fee Schedule and move onto County Board by Locke; Second by Bennett; discussion; motion carried 4-0.

Chair opened item 8: Discussion and Motion to update fee schedule for Register of Deeds office. Ziebell explained that Plats of Survey & Tie sheets copy per page are going from \$0.50 to \$1.00 to stay consistent with the surrounding counties. Explained most fees are set by State Statutes for the whole state. Only internal copies and Laredo Subscriptions are decided by the county. Need to be passed to County Board per Chapter 99. Motion to approve updated Register of Deeds Fee Schedule and move onto County Board by Bennett; Second by Locke; discussion; motion carried 4-0.

Chair opened item 9: Department Reports

- a. *Register of Deeds* – Ziebell explained the new process of incoming mail recordings is increasing revenue for Tapestry from around \$900 and Nov was over \$2,000.
- b. *Land Information Director* – Stalker stated she had to testify in court for the Town of Douglas and was happy to report that they won. She has been working on grants and was awarded to upgrade aerial photography from 6-inch to 3-inch. First LIO meeting was held in November and lot was learned and adjustments will be made for all future meetings. Working with Zoning to create a lot of maps for rezones and creating Town of Buffalo zoning maps for the 2025 introduction to county Zoning. Also has been busy with updating all the transfers to be done so Taxes can be calculated and printed by the Treasurer's office. Next few weeks will consist of completing the 2024 splits. Stalker explained she likes to make a goal for those to be completed by the end of January, so the assessors get them the beginning of February to work on the values.
- c. *Planning & Zoning Administrator* – Potter explained year to date permit revenue is at or above 100% for zoning and septic, issued permits for new dwellings up 11 new homes and up 32 additions but down for remodel projects compared to last year. Town of Buffalo met in October to discuss adopting County Zoning in 2025; vote was made 3-0 to adopt. Approvals of 3 steps will need to happen at January 2025 committee meeting to finalize Buffalo zoning inclusion with completion by February 2025. Fall Conference was attended by Potter and Hughes with supplemental floodplain training given by WI DNR. Potter noted that DSPS requested all the installed county septic permits for Emrick Lake Campground; they have an active court case to make sure all septs meet code. This campground is shared with Adams and Marquette County. 16 active systems are in Marquette County.
- d. *Zoning Technician* – Hughes stated he passed both his POWTS Inspector and Soils Tester Licenses. Steady with calls and questions. Septics had a big push with inspections before the colder weather happened. Vehicle had some tire issues one being a valve leak and the other was a screw was in the tire. 8 new septs at Emrick Lake Campground were inspected; 2 needed to be fixed but now all are to code.

Chair opened item 7: Review ROD, LID and PZD Vouchers. No Comments.

Chair opened item 8: Any Other Business. Next scheduled meeting will be January 9th, 2025.

Chair adjourned the meeting at 10:00 a.m.

Respectfully submitted,

Nicole Ziebell

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

October 3, 2024

County Board Room – Services Center; In person and virtual

Members present: Judi Nigbor Chair; John Bennett, Dave Benson, Dave Krentz, Kathy Jo Locke

Others present: Megan Stalker, Zach Hughes, Jean Potter, Ron Barger

Chair called the meeting to order at 9:00am and asked for approval of the agenda; motion by Bennett, second by Benson; motion carried.

Chair asked for approval of minutes from September 5, 2024, meeting; motion by Krentz, second by Locke; motion carried.

Citizens' comments or concerns: None.

Chair opened item 4: A public hearing on an amendment to the Marquette County Comprehensive Plan planned land use map – Town of Douglas. Farmland Preservation Zoning added. Potter summarized the planned land use map amendment and process to update the map. Motion by Bennett to approve the amendment and move onto County Board; second by Krentz; discussion; motion carried 5-0.

Chair opened item 5: Informational Only – Withdrawn: Keith Poulter, N3961 County Road ZZ, Montello, WI; request to rezone 29 acres from AG-2 to AG-3(2). No decision required. Potter summarized the request and subsequent withdrawal by the applicant. A portion of the fee was returned because no public notifications were published in the newspaper before the withdrawal.

Chair opened item 6: Department Reports

- a. *Register of Deeds* – No report
- b. *Land Information Director* – Stalker stated she has numerous ongoing projects but has been able to rearrange office workload to accommodate the helping with the Rezone maps and legals for T Packwaukee and continuing help with the Planned Land Use maps and legals for T Douglas. The rezone changes have been made to the map and are now available to public through our Tax Parcel viewer website. Steadily working to keep up on other all office duties.
- c. *Planning & Zoning Administrator* – Potter updated the committee on the 2025 budget line item for the proposed vehicle carryover account lowered to \$10,000. She reviewed the current year to date revenue report and reported on the continued software challenges with generating reports. Potter noted that her and Hughes will be attending training and fall conference at the end of October.
- d. *Zoning Technician* – Hughes talked about the past soil tester exam he took, passing one half and failing the other by 1 point. His retest date for part 1 is set for Nov. 5th. He also noted his POWTS inspector test scheduled for the end of the month. Hughes said the office has still been very busy and many septs and accessory buildings have been going in.

Chair opened item 7: Review ROD, LID and PZD Vouchers.

Chair opened item 8: Any Other Business. Chair noted that with no agenda items requiring committee action in November, there will be no scheduled Planning & Zoning Committee meeting. Next scheduled meeting will be December 5th, 2024.

Chair adjourned the meeting at 9:18 a.m.

Respectfully submitted,

Zach Hughes

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

September 5, 2024

County Board Room – Services Center; In person and virtual

Members present: Judi Nigbor Chair; John Bennett, Dave Benson, Dave Krentz, Kathy Jo Locke

Others present: Megan Stalker, Zach Hughes, Jean Potter, Ron Barger, John Bluemke, Patrick Bentley

Chair called the meeting to order and asked for approval of the agenda; motion by Bennett, second by Benson; motion carried.

Chair asked for approval of minutes from July 11, 2024, meeting; motion by Bennett, second by Locke; motion carried.

Citizens' comments or concerns: None.

Chair opened item 4: A public hearing on the application by Town of Packwaukee, Agent, PO Box 412, Packwaukee, WI 53953. The Town of Packwaukee is requesting a rezoning of the following:

Rezone all lands within Parcel 1 & 2 boundaries to Agriculture-Residential (AG-3(2)) District described of as follows:

Parcel 1: +/- 418 acres

Commencing at the NE ¼ corner of Section 13 thence south to the center line of County Road C; Westerly along the center line to the extension of the south east corner Lot 4 of Certified Survey Map 1790; thence north along the east line of lot 4 to the northeast corner; thence westerly along the north line of lot 4 and 3 to the northwest corner thereof; thence north along the easterly line of Lot 2 of the North Shore Estates No. Two to the northeast corner; thence west along the north line of North Shore Estates No. Two to the northwest corner of said Plat; thence south along the west line of plat to the northeast corner of lands described in 311936; thence west along the north lines of lands described in 311936, 313412 & 303377 to the northwest corner of Certified Survey Map 1291 thence South to the centerline of County Road C; thence westerly along centerline to the southeast corner of Certified Survey Map 1401; thence northerly along east line to the north east corner; thence westerly to the north west corner of Certified Survey Map 1401; thence south along the west line of Survey to the centerline of County Road C; thence westerly along centerline to the easterly extension line of First Addition of Graham's Plat; thence northerly along plat to the northeast corner; thence westerly to the northwest corner said plat; thence south along the west line of plat to the centerline of County Road C; thence westerly along centerline to the southeast corner of Certified Survey Map 1804; thence northerly along east line to the northeast corner; thence westerly to the northwest corner of Certified Survey Map 1804; thence south along the west line of plat to the centerline of County Road C; thence westerly along centerline to the southwest corner of parcel described in 267400; thence north along west line to northwest corner of parcel; thence easterly to the northeast corner also being the west line of the SE-SE Section 16; thence north along quarter section line to the northwest corner of NE-SE; thence east along the north line to the E1/4 corner of Section 16; thence continuing easterly along the north line of the SW1/4 of Section 15 to the northeast corner of the NW-SE ; thence north along the west line of SE-NE to the northwest corner of NE-NE Section 15; thence east along the Section lines of Section 14 & 13 to the NE ¼ corner thereof and being the point of beginning.

Parcel 2: +/- 219 acres

Commencing at the E1/4 corner of Section 24 northerly to the NW1/4 corner thereof; thence continuing northerly along the east line of the SE ¼ of Section 13 to the centerline of County Road K; thence westerly along the centerline of County Road K until it meets the east section line of the

SE ¼ of section 14 and the northeast corner of Certified Survey Map 986; thence along north line of Certified Survey Map 986 to the Northwest Corner; thence along the west line of survey to the southwest corner and the intersection of the north line of the NE-NE Section 23; thence westerly along the north line of Section 23 to the southwest corner of Certified Survey Map 406 and the west line of a parcel described in 264367 thence southerly along the east line to the southeast corner of the parcel thence westerly to the west line of the NW-NE; thence South to the southeast corner of the parcel described in 297017; thence westerly along the south line to the intersection of Certified Survey Map 2474; thence continuing along the southerly line to the southwest corner of survey; thence northwesterly along the west line of the survey to the centerline of County Road K; said point also being described in 333110 parcel 2; thence westerly along the centerline to the northwest corner of parcel described in 333110; thence southeasterly along the parcel to southeast corner of described parcel, also point being on the east line of parcel described in document 276555; thence continuing along the east line until it meets the south line of the SE-NW Section 23; thence continuing easterly along the south quarter section line of Section 23 & 24 to the point of beginning.

Rezone all lands within Parcel 3 boundaries to Residential (R-1) District described of as follows:

Parcel 3: +/- 0.86 acres

All lands lying south of County Road C center line as described in document 189429 as Lot 1 of Certified Survey Map 1566, being part of the W1/2 of Government Lot 3 Section 15, Town 15N., Range 9E.

Nigbor summarized and Bluemke added more information stating rezone request creates more consistent zoning districts with what the land is already being used for and to cause less issues. Motion by Bennett to approve the rezone and move onto County Board; second by Krentz; discussion; motion carried 5-0.

Chair opened item 5: A public hearing on the application by Kenneth J & Elaine L Bentley Rev Living Trust, Patrick Bentley, Agent, N5338 County Rd N, Princeton, WI 54968. The applicant is requesting a rezoning from Prime Agriculture (AG-1) to General Agriculture (AG-2) and Farmland Preservation (FPO) Districts for the following lands all in Section Thirty-two (32), Township Sixteen (16) North, Range Eleven (11) East, Town of Mecan, Marquette County, WI:

Rezone ten (10) acres more or less, into AG-2 described as the W1/2 of the North One-half (1/2) of the Southwest Quarter of the Northwest Quarter (N1/2-SW1/4-NW1/4) and,
Rezone thirty (30) acres more or less, into FPO described as the E1/2 of the North One-half (1/2) of the Southwest Quarter of the Northwest Quarter (E1/2-N1/2-SW1/4-NW1/4) and the North One-half of the Southeast Quarter of the Northwest Quarter (N1/2-SE1/4-NW1/4)

Potter summarized the rezone. Bentley explained that his son wanted the house and 10 acres, and Bentley would keep the 30 acres that is actively being farmed now. They are in the process to get lands surveyed after the approval of the rezone. Discussion followed. Motion by Locke to approve rezone and move onto County Board; second by Benson; discussion; motion carried 5-0.

Chair opened item 6: 2025 Department Budgets – Barger started off by stating the departments of Planning & Zoning and Land Information are now two departments and you will see a lot of zeros in the Zoning budget because it has moved to the Land Information budget.

- a. *Planning & Zoning* – Potter explained her budget in detail line by line. Discussion followed. Motion by Bennett to approve Planning & Zoning 2025 Department Budget and move onto Executive and Finance Committee with any changes the Administrator may suggest; second by Locke; discussion; motion carried 5-0.
- b. *Land Information* – Stalker explained her budget in detail line by line. Discussion followed. Motion by Bennett to approve Land Information 2025 Department Budget and move onto Executive and Finance Committee with any changes the Administrator may suggest; second by Benson; discussion; motion carried 5-0.

- c. *Register of Deeds* – Ziebell explained her budget in detail line by line. Discussion followed. Motion by Locke to approve Register of Deeds 2025 Department Budget and move onto Executive and Finance Committee with any changes the Administrator may suggest; second by Bennett; discussion; motion carried 5-0.

Chair opened item 7: Department Reports

- a. *Register of Deeds* – Ziebell asked the committee if they had any questions on the report that was uploaded to SharePoint. Also stated that she has sent curtesy emails to some title companies to take their time sending in documents, so they are correct the first time because there has been a lot of rejected documents for simple mistakes like missing parcel numbers or pages scanned in multiple times.
- b. *Land Information Director* – Stalker has a full plate being only person in the office still and working with multiple departments to get their needs met for example E911 program with multiple meetings and zoning to write up the rezone legal descriptions.
- c. *Planning & Zoning Administrator* – Potter working on processing the amendment for the Town of Douglas planned land use map adoption of Farmland Preservation and associated identified parcels. Ongoing training with Hughes for zoning technician duties. Reviewed year-to-date revenue ledger; noted increase of new home permits vs. prior year, sanitary permits steady; tourist rooming house permitting strong with yearly renewals completed; and UDC showing continued strong growth.
- d. *Zoning Technician* – Hughes stated that they sent out yearly second half septic maintenance notices; stating he has never answered so many calls in his life before to resolve owner, pumper or plumber concerns. Detailed issues with department vehicle and required repairs and maintenance completed; noting it is only a 2017 Chevy Traverse with about 72,000 miles on it. The maintenance that was done this month was transmission flush that was very dirty, an alignment, oil change, air filter, injectors cleaned and tire repair. He's doing a lot of studying for his soils tester license exam that is next Tuesday.

Chair opened item 8: Review ROD, LID and PZD Vouchers. Nigbor suggested to get bids for maintenance on the Zoning vehicle at multiple places in town to try and save money.

Chair adjourned the meeting at 10:11 a.m.

Respectfully submitted,

Nicole Ziebell

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

July 11, 2024

County Board Room – Services Center; In person and virtual

Members present: Judi Nigbor Chair - Virtual; John Bennett, Dave Benson-step in Chair, Dave Krentz, Kathy Jo Locke

Others present: Megan Stalker, Ron Barger, Nicole Ziebell, Jean Potter, Zach Hughes, Dawn Weishaar

Benson called the meeting to order and asked for approval of the agenda; motion by Bennett, second by Krentz; motion carried.

Benson asked for approval of minutes from June 6, 2024, meeting; motion by Krentz, second by Locke; motion carried.

Citizens' comments or concerns: None.

Benson opened item 4: A public hearing on the application by Weishaar Land LLC, W6125 Dover Court, Westfield, WI 53964, for a rezoning from a Prime Agriculture (AG-1) to an Agriculture Residential (AG-3(4)) and Farmland Preservation (FPO) District for the following lands: Lot 1, CSM 1189 being part of the NW1/4 and part of the SE1/4-NW1/4, Section 30, T17N R9E, Town of Newton containing 40 acres more or less with 5.95 acres rezoned to AG-3(4) and 34.05 acres to the FPO District.

Potter summarized the rezone. Dawn Weishaar was present. They are separating the buildings from the cropland and plan to sell the house lot. The Town of Newton approved the request. Motion by Bennett to approve the rezone and move onto County Board; second by Krentz; discussion; motion carried 5-0.

Benson opened item 5: Department Reports

- a. *Register of Deeds* – Ziebell asked the committee if they had any questions on the report. Let the committee know that she will be working from home July 29th - Aug 2nd with the daycare closed and the office will be covered by Kari or Tina depending on the day and time. Ziebell also let the committee know that she will not be able to attend the August meeting.
- b. *Land Information Director* – Stalker stated that they are still actively working on trying to fill the 50% position for GIS. She has the Conveyance Transfers completed 48 hours after the Register of Deeds records the deeds. Stalker also stated that she is working the Sherriff on a PSAP grant, the yearly state submission due in July, and working the bugs out of the web based Catalis program that went live June 3rd and briefed the committee of what the program is and does after Bennett's question. Barger let the committee know that even though they are actively trying to fill the position she is allowed to use the funds for that position to contract services if needed.
- c. *Zoning Administrator* – Potter stated that she has filled the zoning technician position with Hughes, he stated June 24th. Department revenue is on track with new homes permits up from 5 to 7 year-to-date. Accessory structures and deck permits are down from last year. Sanitary and UDC permits are doing good. Catalis software update caused problems for internal users, report generation and the pumpers doing their remote reporting. Catalis is also working with zoning, land information, ROD and treasurer departments to get bill errors corrected from March and a new

invoice issued along with a refund check to Register of Deeds for overpayment of 6 months last year. Potter also mentioned they are having some vehicle complications.

- d. *Zoning Technician* – Hughes introduced himself by telling the committee about his background in putting in septic systems for the last 12 years. He has 2 tests that need to be completed this year and 1 is scheduled for the soils test and the POWTs test is in the works. Training is going well, and he's states he is enjoying the job and learning a lot.

Benson opened item 6: Review ROD, LID and PZD Vouchers. No Comments.

Benson opened a discussion about the next Planning and Zoning Committee meeting. Potter indicated there were no rezoning applications requiring hearings for an August meeting. Potter will work with Committee Chair Nigbor to determine if an August meeting should be scheduled. The meeting would be on August 1st to discuss 2025 department budgets. Barger mentioned that he will need to work with Potter, Stalker and Ziebell on the 2025 budgets before presenting to the committee and said that we are shooting for the September 5th meeting to have those ready being that one department split and all three are new to the budget process.

Benson adjourned the meeting at 9:40am.

Respectfully submitted,

Nicole Ziebell

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

June 5, 2024

County Board Room – Services Center; In person and virtual

Members present: Judi Nigbor Chair; John Bennett, Dave Benson, Dave Krentz, Kathy Jo Locke

Others present: Tom Onofrey, Megan Stalker, Ron Barger, Nicole Ziebell, Jean Potter, Virtual - Scott Hewitt, Thomas Lyon

Chair called the meeting to order and asked for approval of the agenda; motion by Bennett, second by Benson; motion carried.

Chair asked for approval of minutes from April 3, 2024, meeting; motion by Benson, second by Krentz; motion carried.

Citizens' comments or concerns: None.

Chair opened item 4: A public hearing on an application by Margery McCluskey, N7730 Carimaunee Dr, Portage, WI 53901 for a rezoning from a Prime Agriculture (AG-1) District to an Agriculture Residential (AG-3(2)) and Farmland Preservation Overlay (FPO) District for the following lands: The SE1/4-SE1/4, less the west 6 acres, Section 24 and part of the NE1/-NE1/4, Section 25, T14N R9E, Town of Moundville, containing 40 acres more or less with 5 acres rezoned to AG-3(2) and the remaining 36 acres to the FPO District.

Onofrey summarized the rezone. Scott Hewitt was present virtually to represent the owners. They are creating the lot as a building site to sell. The Town of Moundville approved the request. Motion by Bennett to approve the rezone and move onto County Board; second by Benson; discussion; motion carried 5-0.

Chair opened item 5: A public hearing on an application by Thomas and Brittney Lyon, W7141 Eagle Ave, Westfield, WI 53964 for a rezoning from a Prime Agriculture (AG-1) District to an Agriculture Residential (AG-3(4)) and Farmland Preservation Overlay (FPO) District for the following lands: Part of the NE1/4-NE1/4 less CSM 1152, Section 16 and part of the SE1/4-SE1/4, Section 9, T16N R8E, Town of Westfield, containing 40 acres more or less with 2.85 acres rezoned to AG-3(2) and the remaining 37.15 acres to the FPO District..

Onofrey summarized the rezone. Thomas Lyon explained the plan that they will be selling the 2.85 acres, with the mobile home and keep the rest to farm. Discussion followed. Motion by Benson to approve rezone and move onto County Board; second by Locke; discussion; motion carried 5-0.

Chair opened item 6: Land Information Department overview-Megan Stalker. Stalker gave a presentation and explained all of the different duties of the Land Information office.

Chair opened item 7: Planning and Zoning Department overview-Jean Potter. Potter gave a presentation and explained all of the different duties of the Planning and Zoning Department.

Chair opened item 8: Onofrey explained that this is the same change to the Planned Land Use map as previously approved. Onofrey explained that the previous approval had been done by resolution and it got rejected by DOA because it needed to be done by ordinance. Discussion followed. Motion by Bennett to

approve ordinance amendment and move onto the County Board; second by Benson; discussion; motion carried 5-0.

Chair opened item 9: Land Information Council appointments. Onofrey explained that two of the Council members are for 2-year appointments and that the current terms have expired. They are the realtor representative and John Mevis has agreed to another term. The other is the County Board representative who is currently Ken Borzick. Onofrey noted the County Board member has typically been a member of the Planning and Zoning Committee. A motion by Benson to approve the appointments of realtor representative John Mevis and County Board member Judi Nigbor; second by Krentz; motion carries 5-0

Chair opened item 10: Register of Deeds Report. Last month had a conference with Fidar for 3 days. Office was covered between Tina and Kari but there were computer issues, so Ziebell handled recorded documents while at conference. District meeting June 6 that Ziebell will be attending in Waupaca while Kari covers the office.

Chair opened item 11: Directors Report. Onofrey has 18 new homes compared to 12 new homes at this time last year. Revenue is the same as last year at this time. \$7,000 of revenue has come from penalties of sanitary pumping not completed. Discussion followed.

Chair opened item 12: Zoning Technician Report. Potter explained about the reporting being new and what they are looking at is just the first version of the violation reporting. Nigbor would like to see townships as a column on the report, so Potter will work on it. Septic reporting is going well, and she has trained many pumpers on how to use the system. When sending out the notices for pumping they had about 100 to 150 duplicates that had completed their required pumping last fall. It was a glitch in the system from the conversion to new software that went live at the beginning of March but that has now been fixed for future mailings of notices. Job posting is taking some time interviews are still happening. Tourist Rooming House renewal will be coming up at the end of June for about 30-35 licensed short-term rentals we have in the county. Potter stated that we usually run about 75 total TRH for the entire county.

Chair opened item 13: Review PZLID and ROD Vouchers. No Comments.

Chair opened a discussion about the new time and date the Planning and Zoning Committee will meet monthly. It was changed to the 1st Thursday of the month at 9:00AM but in July the meeting will be Thursday, July 11th at 9:00AM.

Chair adjourned the meeting at 5:30 p.m.

Respectfully submitted,

Nicole Ziebell

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

MARCH 13, 2024

County Board Room – Services Center; In person and virtual

Members present: Judi Nigbor Chair; Al Gibeaut, Gayle Mack, Dave Krentz

Member not present: Jon Vote

Others present: Tom Onofrey, Ron Barger, Nicole Ziebell, Philip Hoffmann, Sjoerd and Bonnie Elizabeth Feenstra, Kyle and Michael Paullin, Robert Corliss. Virtual-Dave and Karla Vogelsang, Todd Jaeger, Maisyn Vogelsang

Chair called the meeting to order and asked for approval of the agenda; motion by Gibeaut, second by Krentz; motion carried.

Chair asked for approval of minutes from February 7, 2024, meeting; motion by Mack, second by Krentz; motion carried.

Citizens' comments or concerns: None.

Chair opened item 4: A public hearing on an amendment to the Marquette County Comprehensive Plan planned land use map-Town of Montello.

Onofrey summarized the reason for the amendment and stated this change goes along with Item #7 on the agenda. Motion by Gibeaut to approve the amendment and move onto County Board; second by Krentz; discussion; motion carried 4-0.

Chair opened item 5: Reopening of a public hearing on an application by Philip & Emily Hoffmann, Owners, 224 Lake Avenue, Montello WI 53949, for a rezoning from a Residential (R-1) District to an Agriculture Residential (AG-3(2)) District for the following lands: Lots 1 & 2 of CSM 1790 being part of the lot 13 of Northshore Estates II, North 61 feet of lot 14 of Northshore Estate II and part of Government Lots 3 & 4 less CSM 2356, Section 13, Town 15 North, Range 9 East, Town of Packwaukee, containing 8.35 acres more or less.

Onofrey summarized the rezone and noted that the Town requests an amendment to only rezone 2.59 acres. Discussion followed. Motion by Gibeaut to approve application request to rezone lot 1 & 2 of CSM 1790 and move onto County Board; second by Krentz; discussion; motion carried 3-1 (No – Mack).

Chair opened item 6: A public hearing on an application by Daniel and Karla Vogelsang, W6965 Fern Rd, Oxford, WI 53952 for a rezoning from an Agriculture Open Space (AO) District to a General Agriculture (AG-2) District for the following lands: W1/2 of the NE1/4-SE1/4 less W 33 feet, Section 11, T15N R8E, Town of Oxford, containing 19 acres more or less.

Onofrey summarized the rezone that was required after a land division occurred that did not meet ordinance requirements was recorded in the Register of Deeds office. Discussion followed. Motion by Mack to approve application and move onto County Board; second by Krentz; discussion; motion carried 4-0.

Chair opened item 7: A public hearing on an application by Sjoerd and Bonnie Elizabeth Feenstra, N2944 14th Rd, Montello, WI 53949 for a rezoning from a Resource Protection (RP) District to a Prime Agriculture (AG-1) District for the following lands: The SE1/4-SW1/4, less the southern 66 ft and the SW1/4-SW1/4, less the southern 66 ft, Section 29, T15N R10E, Town of Montello, containing 76 acres more or less.

Onofrey summarized the rezone. Motion by Gibeaut to approve application and move onto County Board; second by Mack; discussion; motion carried 4-0.

Chair opened item 8: A public hearing on an application by Lyle and Kathy Paullin Trust, N8529 North Rd, Ixonia WI 53036-9713 for a rezoning from a Prime Agriculture (AG-1) to a General Agriculture (AG-2) District for the following lands: Lot 2, CSM 1189, being part of the N1/2 of the NW1/4, Section 30 and the S1/2 of the SW1/4, Section 19, T17N R9E, Town of Newton, containing 27.36 acres more or less.

Onofrey summarized the rezone and that a CSM is required after the process to create the two lots of which one will have the house and 2nd lot will be vacant for grandson to build home on. Motion by Mack to approve the application and move onto County Board; second by Gibeaut; discussion; motion carried 4-0.

Chair opened item 9: A public hearing on an application by Robert J Corliss, N602 Co Rd T, Endeavor, WI 53930 for a rezoning from a Prime Agriculture (AG-1) to an Agriculture Residential (AG-3(4)) and Farmland Preservation (FPO) District for the following lands: The SW1/4-SW1/4, Section 27, T14N R9E, Town of Moundville, containing 40 acres more or less with 5 acres rezoned to AG-3(4) and the remaining 35 acres to the FPO District.

Onofrey summarized the rezone and that a CSM is required after the process to create the 4-5 acre lot of which will be vacant for son to build home on. Motion by Gibeaut to approve the applicatin and move onto County Board; second by Mack; discussion; motion carried 4-0.

Chair opened item 10: A public hearing on an application by Maisyn and Dylan Vogelsang, N423 Co Rd T, Endeavor, WI 53930 for a rezoning from a Prime Agriculture (AG-1) District to an Agriculture Residential (AG-3(4)) District for the following lands: Part of the SE1/4-NE1/4 lying North of CSM 1007, Section 33, T14N R9E, Town of Moundville, containing 4.86 acres more or less.

Onofrey summarized the rezone and stated that the Town Board tabled until March meeting. Motion by Gibeaut to honor Town Board and table until next month's meeting; second by Mack; discussion; motion carried 4-0.

Chair opened item 11: Onofrey recommended the reappointments to the Board of Adjustment for Mary Walters; Town of Oxford, Lance Achterberg; Town of Packwaukee and Adam Malsack; Town of Mecan. Motion by Mack to approve; second by Gibeaut; motion carried 4-0.

Chair opened item 12: Discuss amendments to the Marquette Code of Ordinances Chapter 70-Zoning. Onofrey explained he is cleaning up the shoreland zoning to follow State shoreland zoning rules. Motion by Gibeaut to approve ordinance amendments as presented by Onofrey; second by Mack; motion carried 4-0.

Onofrey discussed shipping container language in the ordinance and recommended to take a closer look and get more clarification about what to allow and not allow.

Chair opened item 13: Register of Deeds report. No Questions from the committee. Ziebell explained that Tina Kilgore started last Wednesday and was coming back Thursday for more training.

Chair opened item 14: Director report. Onofrey said the revenue was in a normal spot this time of year. 3 new house permits have been issued. Implementation of the new software has started and they are working out the bugs so there are no violation reports to discuss this month. Corp Counsel is working on approximately 10 violations that were turned over to her and a couple have been resolved. Advertising for replacement of Onofrey's replacement has been done and goes until the end of March.

Chair opened item 15: Zoning Technician report. None She is away at a 3-day conference.

Chair opened item 16: Review PZLID and ROD Vouchers. No Comments.

Chair adjourned the meeting at 5:16 p.m.

Respectfully submitted,

Nicole Ziebell

MARQUETTE COUNTY PLANNING AND ZONING COMMITTEE

FEBRUARY 7, 2024

County Board Room – Services Center; In person and virtual

Members present: Judi Nigbor (virtual) Chair; Al Gibeaut (virtual), Jon Vote, Dave Krentz

Member not present: Gayle Mack

Others present: Tom Onofrey, Jean Potter, Ron Barger, Nicole Ziebell, Philip Hoffmann, Thomas Breiling, John McDonnell (Virtual)

Vote called the meeting to order and asked for approval of the agenda; motion by Krentz, second by Nigbor; motion carried.

Vote asked for approval of minutes from December 6, 2023, meeting; motion by Krentz, second by Gibeaut; motion carried.

Citizens' comments or concerns: None.

Vote opened item 4: A public hearing on an application by Paul and Mary Dahlke, W1877 Co Rd C, Montello, WI 53949 for a rezoning from Resource Protection (RP) and Agriculture Residential (AG-3(2)) Districts to a Prime Agriculture (AG-1) District for the following lands: 1 rod on the E Side of the NE1/4-SE1/4 less part of CSM 1687, part of CSM 1687 being part of the NE1/4-SE1/4 and E 1 rod of SE1/4-SE1/4, Section 12, SW1/4-SE1/4, NW1/4-SE1/4, part of the NE1/4-SE1/4, lying south of Co Rd C, SW1/4-NE1/4 less N 2 rods of W 78 rods, E2 rods of the NW1/4-NE1/4, NE1/4-NE1/4, part of the NW1/4-NW1/4, part of the SW1/4-NW1/4, part of the NE1/4-SW1/4, part of the NW1/4-SW1/4, part of the SW1/4-SW1/4, SE1/4-SW1/4, Section 13 and part of the SE1/4-NE1/4 and the NE1/4-SE1/4 being part of Gov't Lot 6, Section 26, all in T15N R10E, Town of Montello, containing 337.53 acres more or less.

Onofrey summarized the rezone petition and noted there was an issue with the notice requirements for items 4, 5 and 6 and that is why they are on the agenda again. Nothing has changed with the application since the December approval. Motion by Vote to approve said petition and move onto county board; second by Nigbor; discussion; motion carried 4-0.

Vote opened item 5: A public hearing on an application by Paul, Mary and Jonothan Dahlke, W1877 Co Rd C, Montello, WI 53949 for a rezoning from a Resource Protection (RP) District to a Prime Agriculture (AG-1) District for the following lands: SW1/4-SW1/4, SE1/4-SW1/4, Section 12, NE1/4-NW1/4, SE1/4-NW1/4, Section 13, W1/2 of the NW1/4-NE1/4, W1/2 of the SW1/4-NE1/4, Section 24 and part of the SE1/4-NE1/4 and NE1/4-SE1/4 being part of Gov't Lot 6, Section 26 all in T15N R10E, Town of Montello, containing 215 acres more or less.

Onofrey summarized the rezone petition and noted there was an issue with the notice requirements for items 4, 5 and 6 and that is why they are on the agenda again. Nothing has changed with the application since the December approval. Motion by Gibeaut to approve said petition and move onto county board; second by Krentz; discussion; motion carried 4-0.

Vote opened item 6: A public hearing on an application by Paul and Mary Dahlke, W1877 Co Rd C, Montello, WI 53949 for a rezoning from Residential (R-1) and General Agriculture (AG-2) Districts to a

Prime Agriculture (AG-1) District for the following lands: Part of the fractional SW1/4, part of the N1/2 of the fractional SW1/4, part of the S1/2 of the fractional SW1/4, SW1/4-NE1/4, fractional SW1/4-NW1/4, SE1/4-NW1/4, part of CSM 1687, Lots 63, 64 and 65 White Lake Country Club, Section 7, T15N R11 E, Town of Mecan, containing 205.79 acres more or less.

Onofrey summarized the rezone petition and noted there was an issue with the notice requirements for items 4, 5 and 6 and that is why they are on the agenda again. Nothing has changed with the application since the December approval. Motion by Vote to approve said petition and move onto county board; second by Gibeaut; discussion; motion carried 4-0.

Vote opened item 7: A public hearing on an application by Philip & Emily Hoffmann, Owners, 224 Lake Avenue, Montello WI 53949, for a rezoning from a Residential (R-1) District to an Agriculture Residential (AG-3(2)) District for the following lands: Lots 1 & 2 of CSM 1790 being part of the lot 13 of Northshore Estates II, North 61 feet of lot 14 of Northshore Estate II and part of Government Lots 3 & 4 less CSM 2356, Section 13, Town 15 North, Range 9 East, Town of Packwaukee, containing 8.35 acres more or less.

Onofrey summarized the rezone and let the board know that Town of Packwaukee Planning Commission and Town Board tabled this application for more information; motion by Nigbor to table until March meeting; second by Gibeaut; discussion; motion carried 4-0.

Vote opened item 8: Discussion and decision on Laredo subscription fees-Register of Deeds: Ziebell explained that the increase of pricing would only affect unlimited users for the additional users going from no fee to \$160.00 per user max 2 per month. Barger wants to look over the contract language before deciding. The committee is only responsible for the fee schedule change. Motion by Vote to accept fee increases per Barger's approval of contract; second by Krentz; motion carried 4-0.

Vote opened item 9: Discussion on Planning, Zoning and Land Information Department transition following retirement of current director: Barger explained with Tom Onofrey's pending retirement in June, he has evaluated his proposal to reorganize the Zoning Department. After discussing this reorganization plan with several staff as well as some county board members, Barger has decided that effective upon (or close to) Tom's retirement date of June 21st, The Zoning Department as it currently exists will be split with Land Information/Real Property Lister/GIS staff forming a separate department. The job descriptions are being reviewed and updated to reflect these changes. The Zoning Director position will change to Zoning Administrator, and HR will start advertising for that position as soon as the job descriptions are formalized. Barger also wants everyone cross trained, so Onofrey is working on that. Gibeaut was in favor of the split. Nigbor had questions/concerns about wage costs.

Vote opened item 10: Register of Deeds reports: Ziebell presented the Fund Transaction Summary Report with Counts and Account Numbers asking the committee if they were okay with this format for the meetings. Barger liked that the account numbers were right there, and no one needed to look anything up. Ziebell also reported on personnel that Kari Reilly 25% deputy is doing great and catching on to everything and able to run the office in her absence. The fill in position has changed from Kathy stepping down to Tina starting March 6 for training and then as needed basis.

Vote opened item 11: Director report: Onofrey discussed how Kari is also doing great in his office and that they will be going to a new software for her and everyone to learn, year end date revenue and permit numbers were discussed. Onofrey updated the Committee on violations with resolved and unresolved and 10 files were moved to Corp Counsel to help with resolving them. Discussion followed.

Vote opened item 12: Zoning Technician report: Potter discussed the new ledger for 2024 with how much more detail it has. Potter also gave a big thanks to Courtney Trimble County Clerks Deputy for all her help with making this report. Violations report 16 more have been resolved and 6 went to Corp Counsel for assistance to get resolved. Software implementation progress starting the support portion for 2 weeks on the 12th. Hoping to go live March 1st. Has septic training at the end of the month.

Vote opened item 13: Review PZLID and ROD vouchers; Nigbor questioned the TV in Zoning Office. Discussion followed.

Vote opened item 14: Department Staffing Review: Didn't go into closed session and didn't discuss this item.

Vote adjourned the meeting at 5:03 p.m.

Respectfully submitted,

Nicole Ziebell