

**PLANNING & ZONING COMMITTEE MINUTES  
JUNE 4, 2019**

PRESENT: Kevin Kessler, Harlan Baumgartner, Mike Weyh, Tom Borgkvist

STAFF: Kurt Calkins – Director of Planning & Zoning, Lauren Ramirez – Office Administrator, Renee Pulver-Johnson – Principal Land Use Planner

ABSENT: John Stevenson

ALSO PRESENT: Jim Grothman – Grothman & Associates, Chairman Gove – Columbia County Board of Supervisors, Susan Fisher – Corporation Counsel

**3:30 PM**

1. Call to order
2. Certification of Open Meeting Law & confirmed meeting was properly noticed and published
3. Roll Call was taken and a quorum declared present
4. Approval of Revised Agenda

**Motion by Vice Chair Baumgartner to approve Agenda of June 4, 2019 Planning & Zoning Committee Regular Meeting & Public Hearing with moving Agenda Items 13 – 16 to after Agenda Item 6.**

**Seconded by Mr. Weyh  
Motion carried unanimously.**

5. Approval of Previous Meeting Minutes

**Motion by Mr. Borgkvist to approve Minutes of May 7, 2019 Planning & Zoning Committee Regular Meeting.**

**Seconded by Mr. Weyh.  
Motion carried unanimously.**

6. Citizen Input

No citizen input.

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**CLOSED SESSION**

**Motion by Vice Chair Baumgartner to go into Closed Session.  
Seconded by Mr. Borgkvist.  
Motion carried unanimously.**

**Mr. Borgkvist – Yes, Mr. Weyh – Yes, Chair Kessler – Yes, Vice Chair Baumgartner – Yes.**

13. Department Head Annual Review
14. Land & Water Conservation and Planning & Zoning Department Management and Organization
15. Compensation Adjustment – Senior Zoning and Sanitary Specialist

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**OPEN SESSION**

**Motion by Mr. Borgkvist to go back into Open Session.  
Seconded by Mr. Weyh.  
Motion carried unanimously.**

**Motion by Mr. Weyh to Approve the Annual Review and goal setting documents.  
Seconded by Mr. Borgkvist.  
Motion carried unanimously.**

16. Senior Zoning and Sanitary Specialist Position Description

**Motion by Vice Chair Baumgartner to approve job description and recommend to Human Resource Department the proposed salary adjustment for Senior Zoning & Sanitary position.  
Seconded by Mr. Borgkvist.  
Motion carried unanimously.**

7. Operational Overview

- a. Approve Expenditure Report

Mr. Calkins presented Expenditure Report. Reviewed out of ordinary expenses.

**Motion by Mr. Weyh to approve Expenditure Report.  
Seconded by Vice Chair Baumgartner.  
Motion carried unanimously.**

- b. Department Budgets, Compensatory Time, Out of County Travel

Mr. Calkins reviewed out of county travel.

- c. Director's Staff Report/Update

Mr. Calkins introduced Bailey Smit, the new intern.

d. Planning & Zoning Committee Document Distribution Discussion

8. Chairman's Update

9. Recommendation for Appointment to Appointment to Board of Adjustment

- Reappointment
  - Norman Wills – Alternate
- New Appointment
  - Darren Schroeder – Alternate to Permanent

**Motion by Vice Chair Baumgartner to recommend Reappointment and New Appointment as presented.**

**Seconded by Mr. Weyh.**

**Motion carried unanimously.**

10. Town of Courtland Rezone - Connell

Mr. Calkins reviewed Staff Report.

**Motion by Mr. Weyh to recommend adoption of the Resolution to rezone 2.351 acres from A-1 Agricultural and Farmland Preservation to R-1 Rural Residential.**

**Seconded by Mr. Borgkvist.**

**Motion carried unanimously.**

11. Approval of Access Variance

**Motion by Vice Chair Baumgartner to recommend approval of an Access Variance for Lot 2 to have no frontage on a public road subject to the following conditions: A note being placed on the CSM that states, "A variance to Section 16-210-040(E) was approved by the Planning and Zoning Committee on June 4, 2019 to waive road frontage requirements for Lot 2 with access provided via other instrument." The variance will become effective upon recording of the Certified Survey Map.**

**Seconded by Mr. Weyh.**

**Motion carried unanimously.**

12. County Highway Dedication

- Interstate Warehouse & Storage LLC

**Motion by Mr. Weyh to recommend adoption of the Resolution for the Dedication of County Highway CS in the Town of Dekorra.**

**Seconded by Mr. Borgkvist.**

**Motion carried unanimously.**

- Connell

**Motion by Vice Chair Baumgartner to recommend adoption of the Resolution for the Dedication of County Highway CD in the Town of Courtland.**

**Seconded by Mr. Weyh.  
Motion carried unanimously.**

Site Visits (were not needed)

17. Public Hearing – 4:00PM

Item I- Conditional Use Permit – For a Non-Metallic Mine Processing & Staging Facility; Petitioner: Rio Ag Lime Products LC c/o Jerad Tierney – Town of Springvale

Chair Kessler opened Public Hearing.

Ms. Pulver-Johnson presented Staff Report.

Chair Kessler asked if anyone has any questions.

Petitioner was present.

Chair Kessler asked if anyone is in favor of the petition. (no comments)

Chair Kessler asked if anyone else is against the petition. (no comments)

Town Board not present, but Approval is on file.

Chair Kessler closed the Public Hearing.

**Motion by Mr. Weyh to approve a Conditional Use Permit for a Non-Metallic Mine Processing & Staging Facility located at N4964 as proposed in the application and accompanying submittals and subject to the following Findings, Conclusions and Conditions of Approval.**

**Seconded by Mr. Borgkvist.  
Motion carried unanimously.**

Item II- Zoning Change – RR-1 Rural Residence and A-1 Agriculture with A-4 Agricultural Overlay to RR-1 Rural Residence; Petitioner: Rebecca Priem – Town of Columbus

Chair Kessler opened Public Hearing.

Ms. Pulver-Johnson presented Staff Report.

Chair Kessler asked if anyone has any questions.

Petitioner was present.

Chair Kessler asked if anyone is in favor of the petition. (no comments)

Chair Kessler asked if anyone else is against the petition. (no comments)

Town Board not present, but Approval is on file.

Chair Kessler closed the Public Hearing.

**Motion by Vice Chair Baumgartner to approve rezoning of 4.5 acres, more or less, from RR-1 Rural Residence and A-1 Agriculture with A-4 Agricultural Overlay to RR-1 Rural Residence, effective upon recording of the Certified Survey Map.**

**Seconded by Mr. Weyh.**

**Motion carried unanimously.**

Item III- Zoning Change – RR-1 Rural Residence to R-1 Single Family Residence and A-1 Agriculture; Petitioners: Timothy Smith, Deboral Kuhl & Rodney Maginnis – Town of Marcellon

Chair Kessler opened Public Hearing.

Ms. Pulver-Johnson presented Staff Report.

Chair Kessler asked if anyone has any questions.

Agent was present.

Chair Kessler asked if anyone is in favor of the petition. (no comments)

Chair Kessler asked if anyone else is against the petition. (no comments)

Town Board not present, but Approval is on file.

Chair Kessler closed the Public Hearing.

**Motion by Mr. Weyh to approve rezoning of 1.95 acres, more or less, from RR-1 Rural Residence to R-1 Single Family Residence, and 2.59 acres, more or less, from RR-1 Rural Residence to A-1 Agriculture, effective upon recording of the Certified Survey Map.**

**Seconded by Mr. Borgkvist.**

**Motion carried unanimously.**

Item IV- Zoning Change – A-1 Agriculture to RR-1 Single Family Residence and from A-1 Agriculture to A-1 Agriculture with A-4 Agricultural Overlay; Brenda Kubasik, Petitioner – Town of Marcellon

Chair Kessler opened Public Hearing.

Ms. Pulver-Johnson presented Staff Report.

Chair Kessler asked if anyone has any questions.

Petitioner was present.

Chair Kessler asked if anyone is in favor of the petition. (no comments)

Chair Kessler asked if anyone else is against the petition. (no comments)

Town Board not present, but Approval is on file.

Chair Kessler closed the Public Hearing.

**Motion by Mr. Borgkvist to approve rezoning of 1.34 acres, more or less, from A-1 Agriculture to RR-1 Rural Residence and 14.82 acres more or less, from A-1 Agriculture to A-1 Agriculture with A-4 Agricultural Overlay, effective upon recording of the Certified Survey Map.  
Seconded by Vice Chair Baumgartner.  
Motion carried unanimously.**

Item V- Zoning Change – C-2 General Commercial with PD-2 Planned Commercial District to R-1 Single Family Residence with PD-1 Planned Residential District; Petitioners: Brandon Clemens & Joshua Bartholomew – Town of Lodi

Chair Kessler opened Public Hearing.

Ms. Pulver-Johnson presented Staff Report.

Chair Kessler asked if anyone has any questions.

Petitioner was present.

Chair Kessler asked if anyone is in favor of the petition. (no comments)

Chair Kessler asked if anyone else is against the petition. (no comments)

Town Board not present, but Approval is on file.

Chair Kessler closed the Public Hearing.

**Motion by Vice Chair Baumgartner to approve rezoning of .311 acres, more or less, from C-2 General Commercial with PD-2 Planned Commercial District to R-1 Single Family Residence with PD-1 Planned Residential District, effective upon recording of the Certified Survey Map.  
Seconded by Mr. Borgkvist.**

**Motion carried unanimously.**

Item VI- Zoning Change – A-1 Agriculture to A-1 Agriculture with A-4 Agricultural Overlay; Petitioners: Scott & Janelle Miller and Russell & Patricia Brickwell – Town of Lewiston

Chair Kessler opened Public Hearing.

Ms. Pulver-Johnson presented Staff Report.

Chair Kessler asked if anyone has any questions.

Agent Jim Grothman were present.

Chair Kessler asked if anyone is in favor of the petition. (no comments)

Chair Kessler asked if anyone else is against the petition. (no comments)

Chair Kessler closed the Public Hearing.

**Motion by Mr. Borgkvist to approve rezoning of 25 acres, more or less, from A-1 Agriculture to A-1 Agriculture with A-4 Agricultural Overlay, effective upon recording of the Certified Survey Map.**

**Seconded by Mr. Weyh.**

**Motion carried unanimously.**

Item VII- Zoning Change – A-1 Agriculture to RR-1 Rural Residence and from A-1 Agriculture to A-1 Agriculture with A-4 Agricultural Overlay; Petitioner: James Ramsay – Town of Caledonia

Chair Kessler opened Public Hearing.

Ms. Pulver-Johnson presented Staff Report.

Chair Kessler asked if anyone has any questions.

Petitioner was present.

Chair Kessler asked if anyone is in favor of the petition. (no comments)

Chair Kessler asked if anyone else is against the petition. (no comments)

Town Board not present, but Approval is on file.

Chair Kessler closed the Public Hearing.

**Motion by Mr. Weyh to approve rezoning of 3.73 acres, more or less, from A-1 Agriculture to RR-1 Rural Residence and 31.3 acres, more or less, from A-1**

**Agriculture to A-1 Agriculture with A-4 Agricultural Overlay, effective upon recording of the Certified Survey Map.**

**Seconded by Mr. Borgkvist.  
Motion carried unanimously.**

Item VIII- Conditional Use Permit – For a Tourist Rooming House; Petitioner: Eric & Lisa Hanson – Town of West Point

Chair Kessler opened Public Hearing.

Ms. Pulver-Johnson presented Staff Report.

Chair Kessler asked if anyone has any questions.

Petitioner was present. State inspected and approved license.

Chair Kessler asked if anyone is in favor of the petition. (no comments)

Chair Kessler asked if anyone else is against the petition. (no comments)

Chair Kessler Petition by 17 neighbors provided to WP and PZ.

Town Board Ashley Nedeau-Owen present, confirmed Town approval. Approval is also on file.

Chair Kessler closed the Public Hearing.

**Motion by Vice Chair Baumgartner to approve a Conditional Use Permit for a Tourist Rooming House located at N2212 Trails End Road as proposed in the application and accompanying submittals and subject to the following Findings, Conclusions and Conditions of Approval.**

**Seconded by Mr. Weyh.  
Motion carried unanimously.**

Item IX- Conditional Use Permit – For Shoreland Filling & Grading; Petitioner: Crystal Lake Park LLC – Town of West Point

Chair Kessler opened Public Hearing.

Ms. Pulver-Johnson presented Staff Report.

Petitioners were present.

Chair Kessler asked if anyone has any questions.

The Committee had a brief discussion with petitioners regarding mitigation, material, and plans.



Chair Kessler asked if anyone is in favor of the petition.

Steve Oden

Mr. Oden spoke in favor of the request.

Kathy Ballweg  
2231 Alban Lane  
Prairie du Sac, WI 53578

Ms. Ballweg spoke in favor of the request.

Don Fulkerson  
N619 Gannon Road  
Lodi, WI 53555

Mr. Fulkerson spoke in favor of the request.

Sandy Meylor

Ms. Meylor spoke in favor of the request.

Sara Taylor- Jeremy Wilkerford

Both spoke in favor of the request.

Sandy Miler

Ms. Miler spoke in favor of the request.

Chair Kessler asked if anyone else is in favor of the petition. (no comments)

Chair Kessler asked if anyone is against the petition. (no comments)

Chair Kessler closed the Public Hearing.

Town Chair Ashley Nedeau-Owen present. He mentioned town did not have say in this, but would imagine board would approve.

**Motion by Mr. Weyh to approve a Conditional Use Permit for Shoreland Filling & Grading located at N550 Gannon Road as proposed in the application and accompanying submittals and subject to the following Findings, Conclusions and Conditions of Approval.**

**Seconded by Mr. Borgkvist.  
Motion carried unanimously.**

**Motion by Mr. Weyh to adjourn meeting.  
Seconded by Mr. Borgkvist.  
Motion carried unanimously.**

Meeting adjourned at 5:10 PM

Respectfully Submitted,



John Stevenson, Secretary  
Planning and Zoning Committee



Recording Secretary  
Lauren Ramirez, Office Administrator

cc: Committee Members  
Vern Gove, County Board Chair  
Dan Drew, County Board Vice Chair  
James Foley, County Board Vice Chair