

**DODGE COUNTY LAND RESOURCES AND PARKS COMMITTEE
MINUTES**

October 15, 2018

The Dodge County Land Resources and Parks Committee met on October 15, 2018, 2018 at 7:00 p.m. on the 1st Floor of the Administration Building, Juneau, Wisconsin.

Vice Chairman Muche called the meeting to order. Roll Call was taken. Members present were Joseph Marsik, William Muche and Jeff Schmitt. Members excused were Tom Schaefer and Larry Schraufnagel. The staff present at the request of the Chairman were Bill Ehlenbeck, and Joseph Giebel. Dave Addison and Chris Planasch were also present at the meeting.

ADMINISTRATIVE BUSINESS

1. **REGISTER OF DEEDS**
Revenue and Activity Reports

Chris Planasch provided the Committee with an update on the Register of Deeds Department revenue and activity reports.

The hearing procedures were read into the record.

PUBLIC HEARING

Michael Grotz, agent for Harding Road LLC – Request for a Conditional Use Permit under the Land Use Code, Dodge County, Wisconsin to allow the conversion of an accessory structure to a single family residence and to allow two single family residences on one lot within the A-2 General Agricultural Zoning District. The site is located in part of the SW ¼ of the SE ¼, Section 11, Town of Ashippun, the site address being W996 Harding Road.

Motion by Jeff Schmitt to approve the conditional use permit request to allow the conversion of an accessory structure to a single family residence and to allow two single family residences on one lot within the A-2 General Agricultural Zoning District subject to the following conditions:

1. It shall be the responsibility of the applicant to obtain all Federal, State and/or local municipality permits and approvals that are required for the conversion of the accessory structure to a residential structure prior to the occupancy of said residential structure;
2. A County Land Use Permit shall be required and shall be obtained for the conversion of the accessory structure into a residential structure;
3. The proposed residence shall be served by a code compliant Private Onsite Sewage Treatment system;
4. The decision of the Committee is valid for one year.

Second by Joseph Marsik Vote 3-0 Motion carried.

PUBLIC HEARING

Jeffrey Rataczak, agent for Hochst Trust – Request for a Conditional Use Permit under the Shoreland Protection Ordinance, Dodge County, Wisconsin to allow filling and grading within 300 feet of a navigable waterway/body on slopes greater than 20% associated with the construction of a retaining wall. The property is known as Lot 21, Plat of Lake Grove, located in part of the SE ¼ of the SE ¼, Section 21, Town of Fox Lake, the site address being N10528 Howard Avenue.

Motion by Joseph Marsik to approve the conditional use permit request to allow filling and grading within 300 feet of a navigable waterway/body on slopes greater than 20% associated with the construction of a retaining wall subject to the following conditions:

1. It shall be the responsibility of the applicant to obtain all other permits or approvals that may be required (e.g., Wisconsin Department of Natural Resources and/or U.S. Army Corps of Engineers) for the proposed project.
2. The drain-tile outlets shall be located so that the collected water from the proposed retaining wall catch basin area shall be directed onto the owner's property.
3. All disturbed areas shall be leveled and graded (as needed) and seeded to permanent vegetation as soon as possible to prevent erosion of silt/sediment into the waterway.
4. All erosion control measures required by the applicable Federal, State, County and Local codes shall be in place and shall be maintained throughout the duration of the project in accordance with Best Management Practices.
5. All work shall be done in accord with the plans and specifications submitted on September 10, 2018.
6. The decision of the Committee is valid for one year.

Second by Jeff Schmitt Vote 3-0 Motion carried.

PUBLIC HEARING

Carlton Schley – Request for a Conditional Use Permit under the Land Use Code, Dodge County, Wisconsin to allow for the creation of an approximate 1.3-acre nonfarm single family residential lot within the A-1 Prime Agricultural Zoning District. The property is located in part of the SE ¼ of the SW ¼, Section 10, Town of Fox Lake, the site address being W10780 County Road F.

Motion by Jeff Schmitt to approve the conditional use permit request to allow for the creation of an approximate 1.3-acre nonfarm single family residential lot within the A-1 Prime Agricultural Zoning District subject to the following conditions:

1. The applicant shall obtain the required land division approvals for the proposed lot from the County and local municipalities if required, prior to the creation of these lots;
2. The proposed non-farm residential lot shall not exceed 7.49-acres in area unless the lot is successfully rezoned out of the A-1 Prime Agricultural Zoning District;
3. Only one single family residential unit may be located on the proposed non-farm residential lot unless this lot is successfully rezoned into a zoning district which allows additional residential units;
4. The acreage of the proposed non-farm residential lot shall count towards the total non-farm residential acreage that can be created from the base farm tract for this property;
5. A "Notice of Zoning Limitations" document shall be recorded with the Dodge County Register of Deeds Office for the following parcels which make up the "base farm tract"

which notifies the potential buyers of these parcels that there may be limitations as to the number of new lots that can be created from this base farm tract:

- 018-1313-1034-000; 1031-000; 1042-000 and 1043-000;
6. The owner and subsequent owners of this non-farm residential lot hereby agree to comply with Subsection 9.2, Right to Farm provisions of the Dodge County Land Use Code and that they will not cause unnecessary interference with adjoining farming operations producing agricultural products and using generally accepted agricultural practices, including access to active farming operations;
 7. The residence shall be located a minimum of 8 feet from the side lot lines.
 8. The decision of the Committee is valid for one year.

Second by Joseph Marsik Vote 3-0 Motion carried.

PUBLIC HEARING

Chad Navis – Request for a Conditional Use Permit under the Land Use Code, Dodge County, Wisconsin to bring the non-conforming residential use of the property into compliance with the Code in order to allow for the construction of a sun room addition onto the residence on this lot. The site is located in part of the NW ¼ of the NE ¼, Section 11, T13N, R14E, Town of Trenton, the site address being W7892 Lake Emily Road.

Motion by Joseph Marsik to approve the conditional use permit to bring the non-conforming residential use of the property into compliance with the Code in order to allow for the construction of a sun room addition onto the residence on this lot subject to the following conditions:

1. A County land use permit shall be obtained for the sunroom addition prior to construction of said addition;
2. The decision of the Committee is valid for one year.

Second by Jeff Schmitt Vote 3-0 Motion carried.

ADMINISTRATIVE BUSINESS

2. LAND INFORMATION 3rd Quarter Reports

Dave Addison provided the Committee with an update on the Land Information Division activity reports and the 3rd quarter reports.

3. PLANNING AND ECONOMIC DEVELOPMENT Unbudgeted Revenue Appropriation for Tourism Marketing

Bill Ehlenbeck reviewed an unbudgeted revenue appropriation request with the Committee to be used for Tourism Marketing. Bill indicated that the Discover Dodge Tourism Group disbanded earlier this year and there was \$2600.11 remaining in their account which has been turned over to the County to be used towards tourism marketing and specifically a Discover Wisconsin tourism project.

Motion by Joseph Marsik to support the unbudgeted revenue appropriation for tourism marketing as proposed.

Second by Jeff Schmitt Motion Carried 3-0

4. PARK SYSTEM

A. Unbudgeted Revenue Appropriation for Horse Trail Rehab

Bill Ehlenbeck informed the Committee that the maintenance of the 14 miles of horse trail along the Wild Goose State Trail has been delayed this summer due to the heavy rains, wind and storm damage, limited staff time and lack of needed equipment. He stated the Friends group in partnership with the Dodge County Horsemen's Association has committed \$4,000 for the Department to rent brushing equipment to get the horse trail cleared and reopened. The staff will operate the machine and the Horse Association members will provide volunteer help for the trail rehab work.

Motion by Joseph Marsik to approve the unbudgeted revenue appropriation of \$4000.00 for the Horse Trail Rehab project.

Second by Jeff Schmitt Vote 3-0 Motion carried.

B. Resolution to apply for Urban Forestry grant.

Bill provided an update to the Committee on an Urban Forestry Grant application the Department is seeking. The grant request is for \$12,000.00 (\$6000 State /\$6,000 County matching grant). The grant will be used for public outreach education, tree planting and maintenance and to cover the cost of Emerald Ash Borer treatment for a group of high quality Ash trees located in the parks

Motion by Jeff Schmitt to approve the resolution to authorize the Department to apply for the matching Urban Forestry Grant.

Second by Joseph Marsik Vote 3-0 Motion carried.

C. Review Derge Quonset Shelter Painting Quote

Bill informed the committee that the Quonset Shelter at Derge Park is in need of painting and roof maintenance to fix the leaks in the roof. He also indicated that \$5000.00 was budgeted in 2018 for this work to be completed. The Department received an estimate of \$15,000 for the recommended work that needs to be done. After considering the cost/benefit analysis for the project, it is the staff's position that the cost of the repair would outweigh the limited benefits for keeping the structure. The staff has therefore decided to forgo the painting and roof repair project at this time and will instead develop a plan for removal and potential replacement.

D. Gold Star Trail Status Update

Bill provided the committee with an update on the status of the construction of the Gold Star Memorial Trail. Approximately 1/2 the trail is paved and the contractor will be finishing up within the next week weather permitting. The Archeology review has been completed and no issues were found along the trail. A ramp has been constructed over the trail to resolve the snowmobile crossing issues and the cattle pass problem area of

the trail has been reconstructed and the issues have been resolved. Bill reviewed the cost breakdown for the changes that were made to correct these issues. There will be an estimated cost overrun of approximately \$24,457.00. Bill also noted that the Department has received notice from the DNR that the County did not receive the trail grant for the additional work that was completed. Bill indicated that he will be preparing a fund transfer request to cover the cost overrun for the trail after the final costs are finalized.

5. ADMINISTRATION

A. Revenue Reports and Budget Status

Bill Ehlenbeck provided the Committee with an update on the Department revenue reports and the budget status. Overall revenues are projected to exceed budgeted amounts and expenses will be well below budget.

6. The minutes from the September 17, 2018 meeting were reviewed by the Committee.

Motion by William Muche to approve the minutes as written.

Second by Joseph Marsik Vote: 3-0 Motion carried.

7. No Committee Member Reports

8. No additional Per Diems

Motion by Jeff Schmitt to adjourn the meeting.

Second by Joseph Marsik

Motion carried.

Meeting adjourned at 9:10 p.m.

Respectfully Submitted,



Joseph Marsik, Secretary

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.