

**DODGE COUNTY LAND RESOURCES AND PARKS COMMITTEE
MINUTES
October 21, 2019**

The Dodge County Land Resources and Parks Committee met on October 21, 2019 at 7:00 p.m. on the 1st Floor of the Administration Building, Juneau, Wisconsin.

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

Karen Gibson – County Clerk and Kimberly Nass – County Corporation Counsel were also present at this meeting.

Other County Board members in attendance: None

The Chairman asked the staff to confirm compliance with the open meeting laws and the public hearing notice requirements. Mr. Giebel noted that the meeting was properly noticed in accord with the open meeting law and noted that the required notices for the public hearings listed on the agenda were posted, mailed and published in accord with the statute and code requirements.

TOWN REZONING REQUESTS

Anthony and Patricia Roedl – Lot 2, CSM 5177, located in part of the NE ¼ of the NW ¼, Section 26, T12N, R14E, Town of Beaver Dam, the site address being W7998 and W7946 County Road B. Petition to rezone approximately 2.85-acres of land under the Town of Beaver Dam Zoning Ordinance, from the I-1 Industrial Zoning District to the R-1 Single Family Residential Zoning District has been submitted by the Town of Beaver Dam Town Board to the Dodge County Board of Supervisors for approval. Committee review and recommendation to the County Board.

Motion by William Muche to submit a favorable recommendation to the County Board of Supervisors on the request to rezone approximately 2.85-acres of land under the Town of Beaver Dam Zoning Ordinance, from the I-1 Industrial Zoning District to the R-1 Single Family Residential Zoning District has been submitted by the Town of Beaver Dam Town Board.

Second by Jeff Schmitt Vote 4-0 Motion carried.

The hearing procedures were read into the record.

PUBLIC HEARING

Anthony Foss, agent for Janis Kengis Irrevocable Trust 2012 – Request for a Conditional Use Permit under the Land Use Code, Dodge County, Wisconsin to allow a commercial horse boarding and riding facility and to allow the construction of a second residence on this site within the A-1 Prime Agricultural zoning district for use by the caretaker. The site is located in part of the SW ¼ of the SE ¼, Section 14, Town of Ashippun, the site address being W998 Washington Road.

Motion by Joseph Marsik to approve the conditional use permit to allow a commercial horse boarding and riding facility and to allow the construction of a second residence on this site within the A-1 Prime Agricultural zoning district for use by the caretaker subject to the following conditions:

1. The commercial horse boarding and riding arena facility shall be conducted without offensive noise, vibration, dust, smoke, odor, glare, lighting or the risk of fire, explosion or other accident and shall not be detrimental to the public health and safety or general welfare of the immediate neighborhood or community.
2. It shall be the responsibility of the applicant to obtain all other Federal, State and/or local municipality permits and approvals that may be required for the proposed commercial horse boarding facility operation on this site prior to renting out the stalls for commercial boarding.
3. 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 construction of the detached garage containing a residential dwelling unit prior to the occupancy of said garage structure. The applicant shall provide documentation to the Department that the project complies with the applicable uniform dwelling code and any applicable fire safety requirements prior to occupancy of the garage structure.
4. The applicant shall obtain the required County Land Use Permits for all proposed construction projects on this lot.
5. Sanitary facilities shall be provided for the commercial horse boarding and riding arena facility and the proposed caretaker's residence in accord with State and County regulations prior to renting out the stalls for commercial boarding and prior to construction of the garage structure containing the care-takers residence.
6. The manure from the horse boarding facility shall be disposed of using generally accepted agricultural practices.
7. Any significant change or expansion of the operation on this site or any future expansion of the commercial boarding facilities beyond 7 horses may require that a new Conditional Use Permit be obtained.
8. The decision of the Committee is valid for one year.

Second by William Muche Vote 3-1 (Schmitt) Motion carried.

PUBLIC HEARING

Paul and Tammy Wolk – Request for a Conditional Use Permit under the Land Use Code, Dodge County, Wisconsin to allow conversion of the existing structure on this lot into a single family residence which will be located within the I-1 Light Industrial Zoning District. The site is located in part of the NW ¼ of the SE ¼, Section 7, Town of Oak Grove, the site address being N6688 High Point Road.

Motion by Jeff Schmitt to approve the conditional use permit to allow conversion of the existing structure on this lot into a single family residence which will be located within the I-1 Light Industrial Zoning District subject to the following conditions:

1. A County Land Use permit shall be obtained, if necessary, for any structural changes that would be required to convert the structure into a single family residence.
2. The use of the structure shall be for single family residential use only, unless the owner obtains the applicable permits and approvals are obtained to allow a change in use of the property.
3. The applicant shall submit a floor plan for the proposed single family residential structure.
4. The decision of the Committee shall expire one year after the decision is filed with the Department unless construction has been diligently pursued, a Certificate of Zoning Compliance has been issued, the use is established, or the Conditional Use Permit is renewed, for a period not to exceed one year.

Second by William Muche Vote 4-0 Motion carried.

COMMITTEE REVIEW OF PENDING CONDITIONAL USE PERMITS

Randy Rolefson – Request for a Conditional Use Permit under the Land Use Code, Dodge County, Wisconsin to allow the establishment of a contractor's storage yard and nonmetallic mine within the A-2 General Agricultural Zoning District. The site is located in part of the NE ¼ of the NW ¼, Section 12, Town of Ashippun, adjacent to N2080 Resthaven Road.

Motion by Tom Schaefer to approve the conditional use permit to allow the establishment of a contractor's storage yard and nonmetallic mine within the A-2 General Agricultural Zoning District subject to the following conditions:

1. The business operation shall be conducted without the risk of fire, explosion, or other accident and shall not be detrimental to the public health, safety or general welfare of the immediate neighborhood or community.
2. Re-vegetation of the proposed contractor's yard as shown on the site plan shall be completed prior to the issuance of the conditional use permit.
3. Re-vegetation of the site shall be considered complete when vegetation has been established on a minimum of 70% of the site.
4. Dust control measures shall be taken by the applicant during the mining operation to minimize dust from this site.
5. If fuel, oil or other hazardous wastes are to be stored on this site, the handling and containment procedures used in the operation shall comply with all Federal, State and local regulations in order to prevent contamination of the site.
6. Any significant change to or expansion of the contractors storage yard business operation, any change to or expansion of the mine area as designated on the site plan and/or any change to the structures or facilities on this site may require that a new Conditional Use Permit be obtained.
7. The owner/operator shall maintain the physical boundary (soil berm) that has been established between the non-metallic mining area and the contractor's storage yard until the mining operation on this mining site has been discontinued and the site is reclaimed.

8. The total affected area of the nonmetallic mining site over the life of the mine shall not exceed one acre unless the owner/operator obtains the required reclamation permits and approvals to exceed one acre.
9. The decision of the Committee shall expire one year after the decision is filed with the Department unless construction has been diligently pursued, a Certificate of Zoning Compliance has been issued, the use is legally established, or the Conditional Use Permit is renewed, for a period not to exceed one year.
10. The Conditional Use Permit shall also expire upon termination of a project or if the rights granted by the permit are discontinued for 180 consecutive days.

Second by Joseph Marsik Vote 4-0 Motion carried.

Scott Johnson – Request for a Conditional Use Permit under the Land Use Code, Dodge County, Wisconsin to allow the 2nd story of a detached garage on this lot to be used for human habitation/recreational room/office space use. The County considers the proposed design/layout of the garage as a dwelling unit and therefore is requiring a conditional use permit to allow two dwelling units to be located on one lot in the A-2 General Agriculture zoning district. The site is located in part of the SW ¼ of the SW ¼, Section 17, Town of Ashippun, the site address being W2412 Washington Road.

Motion by William Muche to approve the conditional use permit to allow the 2nd story of a detached garage on this lot to be used for human habitation/recreational room/office space use. The County considers the proposed design/layout of the garage as a dwelling unit and therefore is requiring a conditional use permit to allow two dwelling units to be located on one lot in the A-2 General Agriculture 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 detached garage to allow human habitation/recreation/office space/dwelling use prior to the occupancy of said garage structure. The applicant shall provide documentation to the Department that the project complies with the applicable uniform dwelling code, commercial building code and any applicable fire safety requirements prior to occupancy of the garage structure.
2. A County Land Use Permit shall be obtained by the applicant to allow the conversion of the detached garage to be used for human habitation, recreational use, office space use and/or as a dwelling unit prior to occupying the garage for said use.
3. The structure shall be served by a code compliant Private Onsite Wastewater Treatment System (POWTS). The applicant shall provide documentation to the Department to show that the POWTS has been designed for the use of the garage for human habitation/office/recreational use prior to occupying the garage for said use.
4. The decision of the Committee is valid for one year.

Second by Jeff Schmitt Vote 4-0 Motion carried.

BEAVER DAM LAKE DISTRICT

A. Report on verification process;

Karen Gibson and Dave Addison explained to the Committee the process used to verify parcels, eligible owners and signatures for the proposed Beaver Dam Lake District. Parcels to be included in the district were determined from the "Exhibit B" that was circulated with the petitions. Ownership of said parcels was compared to and determined from the 2018 tax roll. They explained their criteria used to determine eligible signatures including a review of properties that were listed under "Trusts". They also explained why they did not exclude owners the petitioners had listed as deceased (the petitioners had excluded).

Based on their review, they determined there were 1004 total parcels with 1399 eligible owners that will fall within the proposed Lake District. A minimum of 714 signatures will be needed to represent 51% of the eligible owners that will fall within the proposed Lake District. They found there were 730 eligible signatures (52% of eligible owners) on the petition, exceeding the required number of signatures.

B. Review, Discuss, Consider information submitted at the October 3, 2019 public hearing;

An informational packet regarding the proposed Beaver Dam Lake District was distributed to the committee members present. The packet contained the following:

1. Copy of Petition received by Dodge County (Example of what was circulated)
2. Copy of Letter received from Lake Improvement District with Petitions dated 9/9/19 and follow-up letter dated 9/17/19
3. Copy of Notice of Public Hearing with attachments mailed to property owners on September 20, 2019.
4. Copy of Affidavit of Publication from Beaver Dam Daily Citizen
5. Copy of Letters received in favor of/opposed to district
6. Copy of Sign up forms from public hearing
7. Summary of verification process
8. Beaver Dam Lake District Report Outline

Kimberly Nass reviewed the timeline that the Committee needs to follow.

The Committee will meet on November 4, 2019 to discuss, review and consider the information presented at this meeting and to begin preparation of the report that will be submitted to the County Board regarding the proposed creation of the Beaver Dam Lake District.

LAND INFORMATION

- A. Consider, discuss and take action on Agreement for Professional Services with Ayres Associates to obtain digital orthoimagery in 2020;

Dave Addison and Bill Ehlenbeck discussed the proposed Agreement for Professional Services with Ayres Associated to obtain new digital Ortho-imagery for the County in 2020. The price of the flight and aerial photo imagery is estimated at \$72,000 and will be funded 100% through Wisconsin Land Information Program grants.

Motion by William Muche to have the Department move forward with the agreement contracts.

Second by Jeff Schmitt Vote 4-0 Motion carried.

PARK SYSTEM

- A. Consider, discuss and take action on proposed park fee changes for 2020;

Bill Ehlenbeck provided the Committee with a proposed Dodge County Park System Fees schedule, updating some policies and fees. The proposed fee schedule increases electric site camping fees by \$1, changes how extra tents area charged, eliminates the extra charge for the kitchen with an increase in the clubhouse rental charge, removes courts and fields reservations and equipment bag rentals, removes a discount provision for scout groups and updates the refund policy. Fees and policies from adjacent and other Counties as well as the occupancy rates were discussed.

Motion by Jeff Schmitt to approve the updated Dodge County Park System Fees schedule to be effective with reservations beginning January 1, 2020.

Second by Joseph Marsik Vote 4-0 Motion carried.

ADMINISTRATION

- A. Approval of the Minutes of the September 17, 2019 and October 3, 2019 special Beaver Dam Lake District meetings.

The minutes from the September 17, 2019 meeting were reviewed by the Committee.

Motion by Jeff Schmitt to approve the minutes as written.
Second by William Muche Vote 4-0 Motion carried.

The minutes from the October 3, 2019 meeting were reviewed by the Committee.

Motion by Jeff Schmitt to approve the minutes as written.
Second by William Muche Vote 4-0 Motion carried.

- B. Approval of the Minutes of the October 7, 2019 meeting;

The minutes from the October 7, 2019 meeting were reviewed by the Committee.

Motion by Jeff Schmitt to approve the minutes as written.
Second by William Muche Vote 4-0 Motion carried.

C. Land Resources & Parks Quarterly Revenue and Activity Report

Bill Ehlenbeck provided the committee with updated revenue reports for the Department. The Code Division revenues through mid-October are at nearly 95% of the budgeted revenue totals for the entire year and should exceed the total annual revenue budget by November. Camping and other park fee revenues through mid-October are over 110% of the budgeted revenue for 2019.

D. Department Budget Status Report

No separate report provided.

E. No Committee Member Reports;

F. No additional per diems.

Motion by order of the Chairman to adjourn the meeting.

Meeting adjourned at 9:07 PM p.m.

Respectfully Submitted,



Joseph Marsik, Secretary

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