

9-20-2021

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:00 P.M. by Alan McCoy.

Present: Cedric Schnitzler, Ron Luethe, Alan McCoy, and Jim Kuhn. Absent: Mary Cook.

Also Present: Alison Elliott-Sanitation, Zoning, Dog Control Administrator.

Possible Corrections and Approval of August 23, 2021 Meeting Minutes.

A **motion** was made by Ron Luethe, seconded by Jim Kuhn to approve the minutes from the August 23, 2021 meeting. Motion carried: 4-0.

Public Comments: (3 minutes each, one time only). None.

Public Hearing:

Application of Timothy and Adam Heuer for a **conditional use permit** to allow the use of a single manufactured home greater than 20 years old located on Cascade Rd, Sparta, WI., in part of the NW ¼ of NW ¼, Section 27, T19N, R4W, in the Town of Little Falls, Tax Parcel ID# 026-01422-0000, 0.91 acres. The adjoining land use is residential.

Adam Heuer was present. Alan McCoy represented the Town of Little Falls. The Town had no objections to approve the CUP for the single manufactured home that is greater than 20 years old. Alison explained that all the criteria to meet the requirements have been met.

Erin Johnson- a neighboring resident had some concerns about having mobile homes/trailers in the area. She was concerned that eventually there will be more and more mobile homes in that area and she didn't want it to turn into a trailer park.

Alison explained the process of why this public hearing was necessary (due to the age of the mobile home). Each case is different and if this mobile home would have been newer a conditional use permit would not have been necessary.

Discussion was held.

A **motion** was made by Cedric Schnitzler, seconded by Jim Kuhn to approve the application of Timothy and Adam Heuer for CUP to allow the use of a single manufactured home greater than 20 years old located on Cascade Rd, Sparta, Town of Little Falls. Motion carried: 4-0.

Application of David Borntreger for a **conditional use permit** for a Dog Kennel, at 26148 Kiln Ave Wilton, WI in part of the SW1/4, NW 1/4, Section 14, T16N, R1W, Town of Wilton, parcel number 048-00294-0000, 8.320 acres. The adjoining land use is agriculture.

The Town of Wilton sent a letter requesting postponement of the public hearing for the Kennel permit until November 15, 2021.

A **motion** was made by Cedric Schnitzler, seconded by Ron Luethe to postpone the application of David Borntreger for conditional use permit for dog kennel located at 26148 Kiln Ave. Wilton, WI until the November 15, 2021 meeting at 6:00 p.m. Motion carried. 4-0.

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Application of Jacob Yoder for a **conditional use permit** for a small business- windows shop located at 23955 Lobster Rd, Wilton, WI in part of the SE1/4, SE1/4, Section 27, T16N, R1W, Town of Wilton, parcel #048-00585-0000, 20 acres. The adjoining land use is agriculture.

Jacob Yoder was not present.

Alison explained to the Committee members what Mr. Yoder plans. He recently split his 40 acre parcel into 20 acre parcels. He is selling the south 20 acre parcel with all the existing buildings. He plans to build a new dwelling, shop and barn on the north 20 acre parcel. Mr. Yoder is in full compliance and has all his permits.

A letter was received from the Town of Wilton. The Town recommended approval of the application with the condition that it would be nontransferable.

A **motion** was made by Ron Lueth, seconded by Jim Kuhn to approve the application for Jacob Yoder for a Conditional Use Permit for a small business-Windows shop located at 23955 Lobster Rd. Town of Wilton, with the condition that the permit is nontransferable. Motion Carried: 4-0.

Application of Karl Hackbarth and Kyle Schmitz for a **conditional use permit** for a Sporting Clay Course/Trap and Skeet Shoot located at 12833 County Hwy XX, Norwalk, WI.in part of the E ½ , Section 28, T16N, R3W, in the Town of Wells, 200 acres. The adjoining land use is woodland and agriculture.

A letter was received from the Town of Wells requesting postponement until the October meeting so the Town could obtain needed information for the application.

Discussion was held:

Alan McCoy explained due to the number of people in attendance at the Town meeting it would probably be a good idea to hold this public hearing at the American Legion Hall. Alison stated the October public hearings have already been posted. Also in the month of November we already have several postponed CUPs and location could not be changed without publishing them again. The Committee agreed to postpone the conditional use permit until December so it could be held at a different location.

A **motion** was made by Jim Kuhn, seconded by Ron Lueth to postpone the application of Karl Hackbarth and Kyle Schmitz for a **conditional use permit** for a Sporting Clay Course/Trap and Skeet Shoot located at 12833 County Hwy XX, Norwalk until the December 20, 2021 meeting at 6:00 to be held at the **American Legion Post 100 1116 Angelo Rd, Sparta, WI 54656**. Motion carried: 4-0.

Resolution for Amendments Ch 47- Zoning Fees

A motion was made by Cedric Schnitzler, seconded by Ron Lueth to approve the Resolution amending Monroe County Ordinance, Ch 47- with regards to Zoning Fees.

Alison gave the Committee members a handout. Alison explained that at the August Committee meeting discussion was held about the restructuring of the zoning fees/permits and how this would simplify the process for everyone.

Discussion was held:

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Public comments open:

Motion carried: 4-0.

Sanitation & Zoning
Resolution for Zoning Fee amendments

A **motion** was made by Ron Luethe seconded by Cedric Schnitzler to approve the Resolution Amending Monroe County Zoning Fees.

Alison explained the different zoning permit types, (dwelling, garage, sheds, etc) and by using a fee based on type of permit it would simplify the process for everyone. Many surrounding counties use this type of fee structure and the amounts are comparable to our proposed fees.

Greg Selbrede-Town Chairman of Leon was present. Greg stated that at the Town meeting a concern was brought up about why other fees were not being adjusted. Examples: Cell Towers, variance, subdivisions, etc.

Discussion was held:

Further discussion will be held at the October 18, 2021 Committee meeting to look at the Cell Towers, variances, subdivisions, etc. Alison will put together what the current fees are and when they were last updated.

Motion carried: 4-0.

FEMA Floodplain Mitigation Grant
DNR municipal flood control grant

Alison informed the committee that one more property demolition has been completed, the one in the Town of Portland. Final inspection was done last Friday, 9-17-2021.

We only have one more property left to be demolished that is part of the FEMA grant. Located on State Hwy 27- south of Leon.

There are two more properties waiting for Demo that are being funded by Coulee Cap.

Projects should all be completed sometime this fall.

Alison ask the Committee if they would be interested in a video presentation at the end of all the completed projects. The Committee would be interested and also asked about site visits.

Land Conservation is working on development of a Management Plan for all properties. This plan will be presented to the Full County Board for approval.

Zoning violation in the Town of Ridgeville (Swenson)

Alison stated that the progress is moving along well. He continues to clean up the site. Alison continues to make site visits to monitor the process.

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Dog Control

Alison mention that this is the week that two of our employees (Jeff Leis and Danielle Anderson) are at the Humane Officer Training in Madison. Due to the Covid-19 last year the training was cancelled and Jeff was unable to attend. Danielle was recently approved to take the training as well. (for on-call purposes).

Office relocation

Nothing at this time. Cedric stated that there will be an update after the October County Board meeting.

Financial Report

FINANCIAL REPORT - VOUCHERS - INTER-DEPARTMENTAL TRANSFERS – CREDIT CARD EXPENDITURES – LINE ITEM TRANSFERS – BUDGET ADJUSTMENTS

Discussion was held.

August 2021

Department Vouchers		Interdepartmental Transfers		Credit Card Voucher	
Sanitation	2090.26	Sanitation		Sanitation Credit	28.96
Zoning	54.35	Zoning		Zoning	41.90
Dog Control	2293.98	Dog Control	57.56	Dog Control	767.83
BOA	81.60				
Total	4,520.19	0	57.56		838.69

Set Date for Next Meeting and Possible Agenda Items.

The next meeting will be held Monday, October 18, 2021, will start at 6:00 pm in the County Board meeting room in the Justice Center. Agenda items: One public hearing-change of Zoning. Zoning fees for Cell Towers, etc. Al McCoy would also like to discuss having Public Comments on the Committee agendas.

A **motion** to adjourn was made by Cedric Schnitzler, seconded by Jim Kuhn. Motion carried: 4-0.

Meeting adjourned at 7:00.

Recorded by Gretchen Jilek