

7-17-2023

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6 P.M. by James Kuhn in the Monroe County Board Assembly Room 1st Floor - Room #1200, 112 South Court Street.

Present: James Kuhn, Cedric Schnitzler, Todd Sparks, Mary Cook, and Zach Zebell.

Also Present: Alison Elliott-Sanitation, Zoning, Dog Control Director

Possible Corrections and Approval of June 19, 2023 Meeting Minutes.

Discussion was held.

A **motion** was made by Zach Zebell, seconded by Mary Cook, to approve the minutes from the June 19, 2023 meeting. Motion carried: 5-0.

Public Hearings:

Application of Steve Waldner for a **conditional use permit** for a small business for sorting on property located at 8877 Ellsworth Rd in part of the SW ¼, SE ¼, Section 8, T18N, R1W, 3.05 acres in the Town of LaGrange, Tax Parcel ID# 020-00198-0000. The adjoining land use is agriculture.

Alison stated that she received an email from the Town of LaGrange. They would like to postpone the public hearing for Mr. Waldner and request that it be rescheduled for August 21, 2023 to give further review and discussion by the Town Planning and Commission, scheduled for Wednesday, July 19, 2023. Town of LaGrange feels that they should be able to make a final decision for the August meeting.

Discussion was held:

A **motion** was made by Zach Zebell, seconded by Mary Cook, to postpone and reschedule for August 21, 2023 at 6pm, the public hearing for Steve Waldner for a **conditional use permit** for a small business for sorting on property located at 8877 Ellsworth Rd in part of the SW ¼, SE ¼, Section 8, T18N, R1W, 3.05 acres in the Town of LaGrange, Motion carried: 5-0.

A petition by Lynn Buhl for a **change of zoning** district from Business to R3-Rural Residential for a parcel of land located at 3033 Acorn Ave, Sparta, WI, in the NW ¼ -NW ¼, Section 13, T19N, R5W, tax parcel # 026-01163-5500, Town of Little Falls, Monroe County, 5.213 acres, described as follows:

Lot 1 of 10 CSM 235 recorded as Document #450632

Lynn Buhl was present and stated that she would like to have the property rezoned so that she could build a single family home.

A letter was received from the Town of Little Falls recommending approval of the change of zoning.

Discussion was held.

A **motion** was made by Mary Cook, seconded by Zack Zebell, to approve the petition by Lynn Buhl for a **change of zoning** district from Business to R3-Rural Residential for a parcel of land located at 3033 Acorn Ave, Sparta, WI, in the NW ¼ -NW ¼, Section 13, T19N, R5W, tax parcel # 026-01163-5500, Town of Little Falls. Motion carried: 5-0. Resolution will be forwarded to the full County Board for approval on July 26, 2023.

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Sanitation & Zoning Dept Questions & Updates

Sanitation and Zoning Permit Fees
Discussion was held.

Alison introduced Camryn Brewbaker, new Sanitation & Zoning Specialist hired in June.

Zoning Code Changes
-sign locations
-navigability determination fee
-"front" yard setback

Discussion was held.

A **motion** was made by Todd Sparks, seconded by Cedric Schnitzler, to add: "not to exceed one portable or permanent sign" and the end of Section C regarding on-premises signs. Motion carried: 5-0.

Proposed changes to the Zoning Code will be scheduled for public hearing in September.

Dog Control Dept Questions & Updates

Discussion was held.

2024 Budget

Alison briefly went over each department.
Sanitation has a decrease in office supplies line item due to purchase equipment needed for the new position in 2023.
Dog Control has a decrease in phone & internet.
Zoning has an increase in phone for new employee.

A **motion** was made by Cedric Schnitzler, seconded by Zach Zebell to approve the 2024 budgets. Motion carried: 5-0.

Financial Report

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

Discussion was held

Alison explained a requested 2023 budget amendment to transfer \$10,000 from Contingency Fund into the Contracted Services line item of the Zoning Board of Adjustments budget. This is to cover the expense of contracting with an attorney to represent the Board of Adjustment in an appeal of one of their decisions to the Circuit Court.

A **motion** was made by Zach Zebell, seconded by Mary Cook to transfer \$10,000 from Contingency Fund into the Contracted Services line item of the Zoning Board of Adjustments budget. Motion carried: 5-0. This will be forwarded to Finance Committee.

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June 2023

Department Vouchers		Interdepartmental Transfers		Credit Card Voucher	
Sanitation	2,716.93	Sanitation		Sanitation Credit	151.40
Zoning	549.01	Zoning		Zoning	132.60
Dog Control BOA	2,516.37 98.36	Dog Control		Dog Control LR	126.00
Total	5,880.67				410.00

Stamps--Postage charged to Parks/Forestry 63.00
Total: 473.00

Discussion was held

Set Date for Next Meeting and Possible Agenda Items.

The next meeting will be held Monday, August 21, 2023 and will start at 6:00 pm in the Monroe County Justice Center Monroe County Board Assembly Room 1st Floor - Room #1200, 112 South Court Street, Sparta, WI 54656. Agenda items: (2) CUP'S and CUP-Waldner that was postponed and rescheduled for August 21, 2023 at 6 p.m.

A **motion** to adjourn was made by Cedric Schnitzler, seconded by Zach Zebell. Motion carried:5-0.

Meeting adjourned at 7:05 PM.

Recorded by Cassie Cunitz

The minutes are not official until approved by the Zoning Committee at their next regular meeting.