

January 18, 2016

## **Sanitation/Planning & Zoning/Dog Control**

Meeting called to order at 6:03 p.m., by Chairman, Paul Steele

Present: Paul Steele, Gail Chapman, Cedric Schnitzler, and Douglas Path: Absent: Teddy Duckworth  
Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, and Members of the Public

Possible Corrections and Approval of December 21, 2015 Meeting Minutes.

A **Motion** was made by Cedric Schnitzler, seconded by Gail Chapman to approve the minutes from the December 21, 2015 meeting. Motion carried, 4-0.

Public Comment (3 minutes each): None.

## **Public Hearings**

Petition for Bonnie Sesolak for a **change of zoning** district from Business to R3 Rural Residential on a parcel of land located at 11247 Emerson Rd, Tomah WI, in part of the NE1/4 of the NE1/4, Section 29, T18N, R1W, in the Town of LaGrange, Lot 1 of 13CSM109 Doc # 488081. Reason for change is selling property and it needs to be zoned residential only in the event of a rebuild.

Bonnie was present to address the reason for rezoning. She is currently selling her property and during the process was informed by the buyer's lender that they wanted it to be changed from business to residential in the event they would need to rebuild.

Paul Steele read an email from the Town of LaGrange stating that they had no objections and approved the change of zoning from Business to Rural Residential.

Discussion was held.

A **Motion** was made by Cedric Schnitzler, seconded by Douglas Path to approve the change of zoning for 11247 Emerson Rd, Tomah from Business to R-3 Rural Residential. The resolution will be forwarded to the County Board on January 27, 2016. Motion carried, 4-0.

Application for a **conditional use permit** for Robert & Melva Harkness and Diane Schreck for a small business-state licensed family day care on property located on 23655 Flute Ave, in part of the NW1/4, of the SE1/4, Section 32, T18N, R1W, Town of La Grange, Tax Parcel ID# 020-01250-2500 & #020-01250-2000, 0.92 acres total.

Diane was present and addressed the Committee and public. She stated that she is purchasing the property from Robert & Melva Harkness and would like to relocate her current business to this property. She currently runs a Family Daycare business at 619 Kilbourn and has her state licenses.

Paul Steele read an email from the Town of LaGrange stating that they had no objections and approved the conditional use permit.

Discussion was held:

January 18, 2016

**A Motion** was made by Cedric Schnitzler, seconded by Gail Chapman to approve the conditional use permit for a small business-state licensed family day care at 23655 Flute Ave, Town of LaGrange. Motion carried, 4-0.

Application for a **conditional use permit** for Kelly Geisser for a Dog Breeding Kennel, on property located at 6030 Hamlet Ave, in part of the SE ¼ of NE ¼, Sec. 20, T17N, R4W, in the Town of Sparta, tax ID # 040-00558-0001, 5.0 acres.

Kelly was present and addressed the Committee and public explaining her proposal. She would like to have a Dog Breeding Kennel with 8 runs. Her husband explained that he is building a 14 x 24 pre-manufactured shed to house the dogs and will also be putting up a privacy fence.

Pat Jenkins-a neighbor in the area spoke on behalf of Mrs. Geisser and had no problems or issues with the proposal.

Kevin Raymer, Town of Sparta Supervisor, was present from the Town of Sparta. He stated the Town was in favor of approving the application however they had a suggested condition.

- 1) They could not have more than three individual noise complaints within a year.
- 2) If there were more than three complaints than it would be revisited and possible revoked.
- 3) The complaints would have to be documented by either a human officer or law enforcement.

Kelly also addressed the committee and public and stated she was told that the complaints had to come from the local community, neighbors, etc. not people passing by or from other town municipalities.

Discussion was held.

**A Motion** was made by Gail Chapman, seconded by Douglas Path to approve the conditional use permit for a Dog breeding kennel in the town of Sparta with the following conditions: If three written and signed noise complaints are documented from separate local residents within a consecutive 12 month time period then the permit would be revisited and possibly revoked. The complaints need to be investigated by either a humane officer or another law enforcement agency. Motion carried, 4-0.

Petition for Shelly Muller for a **change of zoning district**, from GA-General Agriculture to B-Business on part of a parcel of land located at 7352 Jackpot Avenue, Sparta, WI.

Jeff Laumer addressed the committee and public on behalf of Shelly Muller since he is the one who will be running the vehicle repair business at the current address. Currently the property is zoned GA-general agriculture and needs to be rezoned to B-Business. Jeff explained what type of repairs he has been doing for the past year and was not aware that he needed property to be zoned as business. He is here today to make things right and get the proper zoning necessary to run his business.

Greg Selbrede-Chairman from the Town of Leon was present on behalf of the Town. The Town had voted unanimously against the zoning request. Greg explained the reason why it was denied was due to the plot plan that was given to them, spot zoning, 2 small areas on the existing parcel is what they denied. Splitting the 1.7 acres, 0.23 for business and to keep the rest of the property as GA. The town did not feel this was appropriate.

Paul Steele opened the floor for discussion for or against:

January 18, 2016

**Neighbors that were present and spoke against the rezoning:**

Tom & Susan Doyle  
Linda and Claude Nevin  
Charles and Lynette Steyer

Issues that were discussed:

Concerned about the noise level, working late hours and working outside of the building, the larger vehicles (military trucks from Fort McCoy) do not fit into his workshop. These heavy vehicles are damaging the roads traveling up and down their quiet neighborhood. Waste materials: where is it going when he is working outside of his shop? Concerned about the run off of the fluids where it is going and how the ground might get contaminated and the effect it will have on their wells. They have all been living in their community for 20-30 plus years and do not want to have a business in their quiet residential neighborhood. They enjoy the quietness they currently have hearing the nature of birds, wildlife, etc. and the quietness they have. They feel this will all be jeopardized with this business of noisy trucks and equipment. They did not build there to have all these values taken away from them. They also have concerns about the values of their homes in the event of reselling.

Jeff readdressed everyone again on comments that were made. He admitted that he cannot fit the larger vehicles in his shop but stated he agrees that there is a concern with the waste materials and does have containers for the waste materials when working with these vehicles. He understands that these old military vehicles are going to have issues with oil spill, etc and is prepared when working on them. He also stated that he has younger children and does not work late hours. He stated that in the beginning his neighbors had all welcomed him and knew about the business and were excited about it. Nevins are probably the closest to his property but no one else should have an issue regarding the noise level. He has one other neighbor that is just right next to him (Andreas DeGraaf) and had no complaints from them. He currently does not do heavy repairs in this shop. He does not have the space for doing heavy transmissions, or changing engines. He basically is doing light repairs.

Discussion was held.

Committee member had addressed Greg Selbrede if the Town was looking for something specific from the zoning committee. Greg made the comment that the reason the Town denied was due to the spot zoning of the property. Greg also asked Alison if she would explain the process why this particular property had to be rezoned before applying for a Conditional Use permit.

Alison explained that some businesses are allowed in the General Agricultural zoning district as a conditional use however vehicular service is not. It is a conditional use permit in the Business zoning district not in General Agriculture. So in this case, due to the type of business, the property needed to be zoned to Business first and then apply for the conditional use permit.

**A Motion** was made by Douglas Path, seconded by Paul Steele to postpone the public hearing and reschedule for next month after the Town of Leon would have further discussion. Motion failed due to tie vote, 2yes-2no (Gail Chapman and Cedric Schnitzler).

**A Motion** was made by Cedric Schnitzler, and seconded by Gail Chapman to deny the application for change of zoning. Motion failed due to tie vote, 2yes-2no (Douglas Path and Paul Steele)

Discussion was held.

January 18, 2016

**A Motion** was made by Douglas Path, seconded by Paul Steele to amend the request for change of zoning boundary to include the entire parcel, to send back to the Town of Leon for review with the changed boundary and to postpone the public hearing until February 15, 2016. Motion carried, 3-1(Cedric Schnitzler).

Application for a **conditional use permit** for Roslyn R. LeMoine and Cloud 1 LLC/Ken Franzen for placement of a 300' guyed wire cell tower on property located at 4060 Jackpot Ave. in part of the SW ¼ of SW ¼, Sec. 31, T17N, R4W, in the Town of Sparta, tax ID # 040-01025-0000 on 14.0 acres.

Ken Franzen was present to explain the proposal. He is looking at putting up a 300 ft. guyed tower on the property owned by Rosely LeMoine, 4060 Jackpot Ave, Town of Sparta. The primary use of this tower will be to provide wireless internet to the surrounding area. It will be designed to accommodate 4 other antenna for future collocations. They would use the existing driveway that leads to the back of her property.

Kevin Raymer, Town of Sparta Supervisor, spoke on behalf of the Town of Sparta. The Town is not against the proposal.

Discussion was held.

**A Motion** was made by Cedric Schnitzler, seconded by Douglas Path to approve the conditional use permit for a wireless cell tower at 4060 Jackpot Ave, Town of Sparta. Motion carried, 4-0.

**Dog Control:**

No new discussion.

**Sanitation & Zoning:**

New Employee update, Land Information Officer.

Welcome to Jeremiah Erickson who will be joining us in the Sanitation/Zoning/Planning department as the new Land Information Officer. Jeremy has transferred in to this position from the Real Property Lister and is currently training his replacement. He will join us within the coming week.

New truck bids in Feb.

Alison has sent out a request for bids on 2 new trucks to replace the current 1998 and 2001 trucks that the Sanitation and Zoning Department have. Bids are due February 5<sup>th</sup>, 2016 by 4:00pm and will be opened publicly February 8<sup>th</sup>, 2016 at 9am.

Resolutions for amendments to the Shoreland and Floodplain ordinances will be discussed at the Feb meeting with public hearings to be scheduled for March. The Resolution for Rural Addressing Ordinance changes will be discussed in Feb. and do not require a public hearing. All resolutions will need to be forwarded to the Full County Board for final approval.

January 18, 2016

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

<b>Department Vouchers</b>		<b>Prepaid Vouchers</b>		<b>Interdepartmental Transfers</b>		<b>Credit Card Voucher</b>	
Sanitation	506.09	Sanitation	0	Sanitation	33.79	Sanitation	
Zoning	555.77	Zoning	0	Zoning	0	Zoning	75.42
Dog Control BOA	1413.34		0	Dog Control	0	Dog Control	748.32
<b>Total</b>	<b>2475.20</b>	<b>Total</b>	<b>0</b>		<b>33.79</b>	<b>Total</b>	<b>823.74</b>

Vouchers were reviewed by committee.

**Set Date for Next Meeting and Possible Agenda Items.**

The next regular meeting will be on Monday, February 15, 2016 and will be at 6:00 pm at the Rolling Hills Auditorium.

Some agenda items for next month are a change of zoning, conditional use permit, rescheduled change of zoning and review of a preliminary plat.

**A Motion** to adjourn was made by Cedric Schnitzler, seconded by Gail Chapman. Motion carried 4-0.

Meeting adjourned at 7:55 p.m.

*Recorded by Gretchen Jilek*

February 15, 2016

## **Sanitation/Planning & Zoning/Dog Control**

Meeting called to order at 6:02 p.m., by Chairman, Paul Steele

Present: Doug Path, Paul Steele, Gail Chapman, Teddy Duckworth, Cedric Schnitzler

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, and Members of the Public

Possible Corrections and Approval of September 21, 2015 Meeting Minutes.

A **Motion** was made by Teddy Duckworth, seconded by Cedric Schnitzler to approve the minutes from the January 18, 2016 meeting. Motion carried 5-0.

Public Comment (3 minutes each): No public comment

## **Public Hearings**

Petition for Deloris E. Waege in care of Lon Becher, for a **change of zoning** district from GA-General Agriculture to R-3 Residential to reflect actual use of property on a parcel of land located at 24282 Heritage Ave, Tomah, WI.

Lon Becher spoke on behalf of Deloris E. Waege stating that the property needs to be re-zoned due to the shape and for re-sale purposes. Howard Hanson, Town Chairman of Tomah was present and stated that the Town recommends approval. He also stated that the Town granted a variance from the Town requirement of a 2 acre minimum lot size allowing for this parcel to be sized at 1.5 acres which meets the County's minimum requirement.

A **Motion** was made by Teddy Duckworth, seconded by Gail Chapman to approve the change of zoning from GA to R-3 to reflect actual use of property on a parcel of land located at 24282 Heritage Ave, Tomah, WI. Motion carried, 5-0.

Petition for Shelly Muller for a **change of zoning** district, from GA-General Agriculture to B-Business on part of a parcel of land located at 7352 Jackpot Avenue, Sparta, WI.

Shelly Muller provided a definition of "Business" from the IRS Schedule C form which listed criteria used to determine business or hobby. They felt that they should be categorized as a hobby and so will withdraw the Change of Zoning request as well as the Condition Use Permit request. Criteria they cited were: 1)both residents worked 40 hrs at other businesses, 2) they do not advertise 3) and do not take on any more business. Teddy Duckworth asked if they had a FED ID# and Shelley said yes, but that was for work that her husband does for Fort McCoy and is completely separate and not done at their property. Rick Niemeier, attorney, spoke on the issue that no one has issued a legal opinion on whether or not this particular situation can be defined as a hobby or a business and that there needed to be some clarification. It was discussed that Andy Kaftan, Monroe County Corporation Counsel, will need to come before the Committee so a definition can be made as to when a use is considered a "business" or a "hobby". This item will be scheduled for the March meeting. No **Motion** needed.

February 15, 2016

Application for a **conditional use permit** for Shelly Muller to operate a vehicular service business on property located at 7352 Jackpot Ave, in part of the NE ¼ of the NW ¼, Section 3, T16N-R4W, in the Town of Leon, Tax Parcel ID# 022-00070-2500. The adjoining land use is residential. Withdrawn. No **Motion** needed.

**Preliminary Plat for Jacob Rice** – A preliminary plat for “Havenwood Estates” was presented to the Committee. Doug Path had a question on a ½ road listed on the map. Jacob Rice stated that there is an easement on that section and that the property owner is responsible for that portion of maintenance on that section of road. Questions were raised about the waterway and if it was deemed navigable. Jacob Rice spoke and said that 4 driveways crossed the waterway with no culverts. The waterway is mostly dry and only wet in the spring. Alison agreed to double check on the definition of navigable and if need be the map will be noted to contact Zoning before construction. Next step will be the final plat approval.

A **Motion** was made by Cedric Schnitzler, seconded by Doug Path to approve the preliminary plat. Motion carried, 5-0.

**Truck bid review and selection** – The committee received 1 bid from Brenengen Ford. Gail Chapman asked if there would be any trade-ins and Alison Elliott informed the committee that the trucks will be turned over to Property and Purchasing to sell and funds would go back into the General Fund.

A **Motion** was made by Cedric Schnitzler, seconded by Doug Path to approve the bid and purchase 2 trucks from Brenengen Ford. Motion carried, 4-1(Paul Steele, stated dislike of truck brand).

**Dog Control:**

Nothing new to report.

**Land Information:**

Budget Adjustment – for continuing education grant. Funds need to be rolled over from 2015 grant funds used for training so that Jeremiah Erickson can attend 2016 conferences.

A **Motion** was made by Cedric Schnitzler, seconded by Gail Chapman to approve the roll-over of \$910.74 to the 2016 Budget for continuing education. Motion carried, 5-0.

Resolution amending Ch. 11, Civil Emergences – Alison Elliott presented changes made to remove the words Emergency Management and change them to Zoning. Also, the definition of private driveways and signage placement of addresses was clarified.

A **Motion** made by Cedric Schnitzler, seconded by Teddy Duckworth to approve the amendments to Ch. 11, Civil Emergences and forward to the full County Board for approval. Motion carried, 5-0.

**Sanitation & Zoning:**

Nothing new to report.

February 15, 2016

**Year End Reports** were presented and reviewed. Paul Steele questioned citations given and Bekah Weitz explained that her cases go the District Attorney as criminal offences and that Amber Dvorak's nuisance cases are the ones that can be written up as citations. Doug Path questioned the donations and the difference between 2014 and 2015. Alison Elliott explained that donations are rolled over from one year to the next so that the 2014 amount was an accumulation of previous years, not just a total of donations received in 2014.

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

Department Vouchers		Prepaid Vouchers		Interdepartmental Transfers		Credit Card Voucher	
Sanitation	403.43	Sanitation	0	Sanitation		Sanitation	69.61
Zoning	480.29	Zoning	0	Zoning		Zoning	41.54
Dog Control	1389.59		0	Dog Control		Dog Control	216.83
BOA	113.35						
<b>Total</b>	<b>2336.65</b>	<b>Total</b>	<b>0</b>			<b>Total</b>	<b>327.98</b>

Vouchers were reviewed by committee.

**Set Date for Next Meeting and Possible Agenda Items.**

The next regular meeting will be on Monday, March 21, 2016 and will be at 6:00 pm at the Rolling Hills Auditorium.

A **motion** to adjourn was made by Cedric Schnitzler, seconded by Gail Chapman. Motion carried 5-0.

Meeting adjourned at 7:50 p.m.

*Recorded by Leslie Schreier*



March 21, 2016

## **Sanitation/Planning & Zoning/Dog Control**

Meeting called to order at 6:00 p.m., by Chairman, Paul Steele

Present: Doug Path, Paul Steele, Gail Chapman, Teddy Duckworth, Cedric Schnitzler

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Andy Kaftan-Corporation Counsel and Members of the Public

Possible Corrections and Approval of February 15, 2016 Meeting Minutes.

A **Motion** was made by Teddy Duckworth, seconded by Gail Chapman to approve the minutes from the February 15, 2016 meeting. Motion carried 5-0.

Public Comment (3 minutes each): No public comment.

### **Final Plat review for “Havenwood Estates”**

Denny Steele and Jacob Rice presented copies of the final plat to the board members for review. Discussion was held.

A **Motion** was made by Cedric Schnitzler, seconded by Douglas Path to approve the final plat for Havenwood Estates. Motion carried, 5-0.

### **Public Hearings**

Application for a **conditional use permit** for Dean Schaller for a storage shed on property located at Aaron Ave, in part of the SW 1/4, SW 1/4, Section 10, T19N, R4W, in the Town of Little Falls, parcel number 026-00215-1600, 2.52 acres. The adjoining land use is residential and agriculture.

Dean addressed the committee and public. He is building a storage shed. There was a correction made on the size of the building, the shed is 16 x 30. The set-backs are in compliant with zoning. The building has already been constructed Dean is here tonight to bring his property into compliance with county zoning.

The Town of Little Falls sent a letter recommending approval.

Discussion was held.

A **Motion** was made by Cedric Schnitzler, seconded by Teddy Duckworth to approve the conditional use permit for a storage shed on property located at Aaron Ave, in the Town of Little Falls. Motion carried, 5-0.

Petition for Gary & Terry Boettcher for a **change of zoning** district, from R3-Rural Residential to GA-General Agriculture to allow for the creation of a Christmas tree farm on a parcel of land located at 23381 St. Hwy 16, in the NW¼-NE¼, Section 17, T17N-R1W, Town of Tomah, Monroe County, Wisconsin.

Travis Boettcher was present and spoke on behalf of the applicants. This is Travis’s grandfather’s farm and he is looking at purchasing it from Gary & Terry Boettcher and would like to raise Christmas Trees. In the process of researching information it was found that the property was zoned R3-Residential and has been since 1984 when the Town of Tomah first adopted zoning. He stated that his parcel has been used for agriculture ever since then and would like to make things right and have it zoned properly for selling purposes.

March 21, 2016

Howard Hanson, Town of Tomah Chairman was present on behalf of the Town of Tomah. He stated the Town was in favor of the request to have the property rezoned to GA-General Agriculture.

Discussion was held.

A **Motion** was made by Gail Chapman, seconded by Douglas Path to approve the change of zoning from R3-Rural Residential to GA-General Agriculture to allow for the creation of a Christmas tree farm. This will be forwarded to the full County Board this week March 23, 2016. Motion carried, 5-0.

### **Amendments to the Monroe County Floodplain Ordinance Chapter 50**

Alison spoke regarding Letters of Map Amendment and Revisions from Federal Emergency Management Agency (FEMA). There was only one Letter of Map Revision to incorporate into the Floodplain Ordinance for the year of 2015. This letter was for a parcel in Sec. 8 Town of Oakdale. Approval of this amendment will bring the County Ordinance into alignment with FEMA records.

Discussion was held.

A **Motion** was made by Teddy Duckworth, seconded by Gail Chapman to approve the Floodplain Ordinance Chapter 50 revision of the Map amendment.

### **Amendments to the Monroe County Shoreland Ordinance Chapter 53**

Alison presented the proposed changes to Chapter 53. These changes are mandated by the State and were approved under Act 55 which was adopted as part of the State budget. The proposed revisions include changes in the sections involving nonconforming uses and structures, farm drainage ditches and make the state law standard that all counties must adhere to. Individual counties can no longer adopt regulation that are more restrictive than the State code concerning Shorelands. Questions were answered by Alison as well as our Corporation Counsel Andrew Kaftan.

Discussion was held.

A **motion** was made by Teddy Duckworth, seconded by Gail Chapman to approve the revisions of the Shoreland Ordinance Chapter 53. Motion carried, 4-1. (Douglas Path)

### **Dog Control:**

No business to discuss.

### **Sanitation & Zoning:**

Proposed revisions to Ch 47-Zoning

Alison presented the Committee with proposed revisions to Chapter 47-Zoning. Alison and Andrew Kaftan have been working on these revisions which include additional wording regarding conditional use permits and how they are enforced, definitions for vehicular sales and service and eliminating some sections regarding poultry housing that the State has removed county zoning authority. This is a rough draft for review only. Discussion was held. Questions were answered by Alison as well as our Corporation Counsel Andrew Kaftan.

Alison explained that this is just the first step and will be discussed at upcoming meetings. After the committee finalizes the amendments it will need to go to a public hearing and then to the County Board as well as all the zoned Towns for approval. No action was taken at this time.

March 21, 2016

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

<b>Department Vouchers</b>		<b>Prepaid Vouchers</b>		<b>Interdepartmental Transfers</b>		<b>Credit Card Voucher</b>	
Sanitation	954.77	Sanitation	0	Sanitation		Sanitation	
Zoning	284.15	Zoning	0	Zoning		Zoning	20.88
Dog Control	2,350.69		0	Dog Control	500.00	Dog Control	578.99
BOA	53.12						
<b>Total</b>	<b>3,642.73</b>	<b>Total</b>	<b>0</b>		<b>500.00</b>	<b>Total</b>	<b>599.87</b>

Vouchers were reviewed by committee.

Alison approached the Committee members in regards to holding an April meeting. There are no public hearings and due the new members being sworn in April 19<sup>th</sup>, the night after our normal meeting it was decided not to hold a April Zoning Committee meeting.

**Set Date for Next Meeting and Possible Agenda Items.**

The next regular meeting will be on Monday, May 16, 2016 and will be at 6:00 pm at the Rolling Hills Auditorium.

A **motion** to adjourn was made by Cedric Schnitzler, seconded by Teddy Duckworth. Motion carried 5-0.

Meeting adjourned at 7:35 p.m.

*Recorded by Gretchen Jilek*

May 16, 2016

## **Sanitation/Planning & Zoning/Dog Control**

Meeting called to order at 6:00 p.m., by Chairman, Doug Path

Present: Doug Path, Paul Steele, Cedric Schnitzler, Rod Sherwood.

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, and Members of the Public.

Doug Path nominated Paul Steele to be vice-chairman of the Committee. Nomination was seconded by Rod Sherwood. Cedric Schnitzler made a motion to cast a unanimous ballot. Motion carried 4-0.

Possible Corrections and Approval of March 21, 2016 Meeting Minutes.

A **Motion** was made by Cedric Schnitzler, seconded by Paul Steele to approve the minutes from the March 21, 2016 meeting. Motion carried, 4-0.

Public Comment (3 minutes each):

There were no public comments.

### **Public Hearings**

Application for Noah C. Kauffman for a **conditional use permit** for a two-family dwelling on property located at 20938 Co Hwy MM, Wilton, WI, in part of the SW1/4, of the SE1/4, Section 9, T16N, R1W, in the Town of Wilton, Tax Parcel ID# 048-00188-0000, 40 acres. The adjoining land use is agricultural.

Noah Kauffman was present to explain his request. The Town of Wilton sent a letter recommending approval of the permit.

A **Motion** was made by Cedric Schnitzler, seconded by Rod Sherwood to approve the conditional use permit for a two-family dwelling in the Town of Wilton. Motion carried, 4-0.

Application for Jacob Yoder for an after-the-fact **conditional use permit** for a window/woodworking shop on property located at 23955 Lobster Rd, in part of the SE1/4, of the SE1/4, Section 27, T16N, R1W, in the Town of Wilton, Tax Parcel ID# 048-00585-0000, 39.5 acres. The adjoining land use is agricultural.

Jacob Yoder was present and spoke on his request. The Town of Wilton sent a letter recommending approval of the permit with the condition that he follow all sanitary, zoning, and building codes stating that this property is currently still in violation. Alison Elliott explained the State law that was changed and now grants waivers in lieu of sanitary permits to people with certain religious beliefs. She stated that the appropriate permits have been filed with the sanitation and zoning office and she is now just waiting for the waiver back from the State. She said it has been taking a couple of months to receive waivers back from the State but she anticipates no problems.

A **Motion** was made by Cedric Schnitzler, seconded by Paul Steele to approve the Conditional Use Permit for a window/woodworking shop in the Town of Wilton with the condition that they comply with all sanitary, zoning and building codes per the Town's request. Motion carried, 4-0.

Application for Timothy Schmidt and Anthony Vrana for a **conditional use permit** for mini storage units, on property located at 25501 State Hwy 12 & 16, in part of the NW 1/4, NE 1/4, Section 1, T17N, R1W, in the Town of Tomah, 0.89 acres. The adjoining land use is commercial.

Anthony Vrana was present and spoke on his request. Alison explained the sub-standard set-backs and said that the proposed buildings locations comply. Howard Hanson, Town of Tomah Chairman was present and said that

May 16, 2016

the only question they had was about the set-backs and since they complied, the Town had no objections. He also stated that both neighboring landowners had been contacted and did not appear at any of the meetings.

A **Motion** was made by Rod Sherwood, seconded by Cedric Schnitzler to approve the conditional use permit for mini storage units in the Town of Tomah. Motion carried, 4-0.

Application for David H. Kauffman for a **conditional use permit** for a barn on property located at Kiev Ave, Wilton, WI, in part of the SW1/4, of the SE1/4, Section 15, T16N, R1W, in the Town of Wilton, Tax Parcel ID# 048-00325-0000. The adjoining land use is agricultural, woodlands and some residential.

David H. Kauffman was present to explain his request to the Committee. A letter was received from the Town of Wilton recommending approval of this request.

A **motion** was made by Paul Steele, seconded by Rod Sherwood to approve the conditional use permit for a barn in the Town of Wilton. Motion carried, 4-0.

**Dog Control:**

Alison opened discussion on possibly looking into contracting out for after-hours stray dog service for the shelter. Currently, the shelter only has two available dog catchers and there has been no interest in the open on-call dog catcher position. She will write a proposal and work on seeing if this would be an alternative to the current operating procedures.

**Sanitation & Zoning:**

Amendments to the Monroe County Zoning Ordinance Chapter 47 were discussed. Alison will present amendments to the zoned Towns and see if they have questions or concerns and bring back for discussion next month. There will also be another shoreland ordinance amendment coming up. Alison spoke on possibly changing the CUP wording so that structures built not for occupancy can be issued regular permits. If the occupancy changes, assessors will report and then they can be contacted if they haven't applied for a sanitary permit.

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

Department Vouchers		Prepaid Vouchers		Interdepartmental Transfers		Credit Card Voucher	
Sanitation	1601.60	Sanitation	0	Sanitation		Sanitation	108.72
Zoning	0	Zoning	0	Zoning		Zoning	0
Dog Control	1405.65		0	Dog Control		Dog Control	215.38
BOA	29.22						
<b>Total</b>	<b>3036.47</b>	<b>Total</b>	<b>0</b>			<b>Total</b>	<b>324.10</b>

Vouchers were reviewed by committee.

**Set Date for Next Meeting and Possible Agenda Items.**

The next regular meeting will be on Monday, June 20, 2016 and will be at 6:00 pm at the Rolling Hills Auditorium.

A **motion** to adjourn was made by Cedric Schnitzler, seconded by Pail Steele. Motion carried, 4-0.

May 16, 2016

Meeting adjourned at 7:05 p.m.

*Recorded by Leslie Schreier*

June 20, 2016

## **Sanitation/Planning & Zoning/Dog Control**

Meeting called to order at 6:00 p.m., by Chairman, Doug Path

Present: Doug Path, Paul Steele, Cedric Schnitzler, Rod Sherwood, Dan Olson.

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Amber Dvorak-Humane Officer, Bekah Weitz-Humane Officer, public.

Possible Corrections and Approval of May 16, 2016 Meeting Minutes.

A **Motion** was made by Paul Steele, seconded by Rod Sherwood to approve the minutes from the May 16, 2016 meeting. Motion carried, 5-0.

Public Comment (3 minutes each): No public comment.

### **Public Hearings**

Application for Jordan Olson (Yield PRO Farms LLC) for a **conditional use permit** to build a shed for storage of farm equipment, seed corn and soybean seed business on property located on State Hwy 27 across from Jackrabbit Ave., in part of the NE1/4, of the SE1/4, Section 3, T16N, R4W, in the Town of Leon, part of Tax Parcel ID# 022-00082-0000. The adjoining land use is agricultural and residential.

Jordan Olson was present and explained his intent to the committee. Town of Leon Chairman, Greg Selbrede was present and said the only question that was raised was how Mr. Olson would enter the land. Jordan Olson said that he has an easement in place with a neighbor that would allow access. Town of Leon board voted unanimously in favor of approving the permit.

A **Motion** was made by Rod Sherwood, seconded by Paul Steele to approve the conditional use permit for building a shed for storage, farm equipment, seed corn, and soybean business located in the Town of Leon. Motion carried, 5-0.

### **Final Plat of "The Range".**

Ryan Betcher was present and said that they are currently waiting on the county surveyor to complete his review. The only difference on the final plat from the preliminary plat is the addition of the note that the Town of LaGrange requested.

A **Motion** was made by Cedric Schnitzler, seconded by Rod Sherwood to approve the final plat. Motion carried, 5-0.

### **Dog Control:** Change in hours for part-time clerical.

Amber Dvorak explained that the shelter is losing two employees, one on-call, and one part-time Zoning and Dog Control position. The one position is split into two separate 6 mo. intervals. One being 16hrs per week and one being 24 hrs. per week. The on-call position ranges from 4-12hrs per week. Since both positions are hard to fill because of the varying hours, she is proposing that the two be joined into one position. She presented a work-flow chart to the committee and asked that they consider either a 32hr work week or a 40hr work week to handle extra duties and humane officer calls. Alison Elliott presented salary information. The committee discussed where funds would come from and asked Amber if she could present more information on this at the next meeting in July.

A **Motion** was made by Cedric Schnitzler, seconded by Rod Sherwood to postpone this issue until the July meeting. Motion carried, 4-1(Dan Olson).

June 20, 2016

**Sanitation & Zoning:**

Amendments to the Monroe County Zoning Ordinance Chapter 47

Alison Elliott presented copies of proposed amendments and explained them to the committee. They were mailed to all zoned Towns for review and comment. Four Towns responded with either approval or no comment.

A **Motion** was made by Cedric Schnitzler, seconded by Paul Steele to hold a Public Hearing on the proposed amendments at the July meeting. Motion Carried, 5-0.

Amendments to the Monroe County Shoreland Zoning Ordinance Chapter 53

Alison Elliott presented the changes required by two acts passed by the State Legislature, Act 167 & 391, and explained them to the committee.

A **Motion** was made by Paul Steele, seconded by Rod Sherwood to hold a Public Hearing on the proposed amendments at the July meeting. Motion Carried, 5-0.

**26034 Killdeer Ave**

Discussion centered on questions about splitting the property, changing the property lines, septic system and well issues, and setbacks. Alison will attend the next Property and Purchasing Committee to answer any questions they may have.

A **Motion** was made by Paul Steele, seconded by Cedric Schnitzler to send it back to Property and Purchasing Committee.

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

Department Vouchers		Prepaid Vouchers		Interdepartmental Transfers		Credit Card Voucher	
Sanitation	1881.67	Sanitation	0	Sanitation	41.17	Sanitation	
Zoning	480.92	Zoning	0	Zoning		Zoning	19.83
Dog Control	1338.69		0	Dog Control		Dog Control	1483.05
BOA	79.20						
<b>Total</b>	<b>3780.48</b>	<b>Total</b>	<b>0</b>		<b>41.17</b>	<b>Total</b>	<b>1502.88</b>

Vouchers were reviewed by committee.

**Set Date for Next Meeting and Possible Agenda Items.**

The next regular meeting will be on Monday, July 18, 2016 and will be at 6:00 pm at the Rolling Hills Auditorium.

A **motion** to adjourn was made by Cedric Schnitzler, seconded by Rod Sherwood. Motion carried, 5-0.

Meeting adjourned at 7:35 p.m.

*Recorded by Leslie Schreier*



July 18, 2016

## **Sanitation/Planning & Zoning/Dog Control**

Meeting called to order at 6:00 p.m., by Chairman, Doug Path

Present: Doug Path, Cedric Schnitzler, Rod Sherwood, and Dan Olson. Absent: Paul Steele  
Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Amber Dvorak-Humane Officer and public.

Possible Corrections and Approval of June 20, 2016 Meeting Minutes.

A **Motion** was made by Dan Olson, seconded by Rodney Sherwood to approve the minutes from the June 20, 2016 meeting. Motion carried, 4-0.

Public Comment (3 minutes each): Nothing to add.

### **Public Hearings**

Application for Daniel J. Peltier for a **conditional use permit** for a Masonry Business, on property located at 6880 County Hwy BC, in part of the NW  $\frac{1}{4}$  of SW  $\frac{1}{4}$ , Sec. 9, T17N, R4W, in the Town of Sparta, tax ID # 040-00217-0000, 4.0 acres. The adjoining land use is primarily agriculture.

Mr. Peltier was not present to represent himself. Alison explained that Mr. Peltier was applying for the application for a Masonry business that he runs out of his residence. He has several buildings for storage of materials and equipment. His employees park their vehicles at the site and travel from there to the job sites.

An email was received from the Town of Sparta the conditional use permit and requesting that three conditions be placed on it. 1) The permit was good for only Mr. Peltier and not the land, 2) No stacking of materials higher than 8 feet and 3) Only the northeast  $\frac{1}{4}$  acre of the 4 acre property is to be used for the business.

Discussion was held.

A **Motion** was made by Rodney Sherwood, seconded by Cedric Schnitzler to approve the conditional use permit for the masonry business with the three conditions requested by the Town of Sparta. Motion carried, 4-0.

Application for Raymond Habelman and Verizon Wireless for a **conditional use permit** for placement of a 199' monopole cell tower on property located on Apollo Rd in part of the SW  $\frac{1}{4}$  of SW  $\frac{1}{4}$ , Sec. 2, T19N, R3W, in the Town of New Lyme, tax ID # 028-00027-0000 on 40 acres. The adjoining land use is, woodlands, agriculture and cranberry marsh.

Raymond Habelman nor Verizon Wireless were present. No letter or phone call was received from the Town of New Lyme regarding any concerns for this application.

Roger Greenwood and John Casles, neighboring property owners of the proposed tower site were present to address concerns they had. Both live within a half mile radius from the site location and were wondering if they would have interference with reception for T.V., phones, etc. The other concern was if there was going to be a light on this tower due to Fort McCoy air crafts flying just above the tree lines in that area. They felt this is a bad corner that constantly has air planes/helicopter flying in that area just above the tree tops and would not see the tower.

July 18, 2016

A motion was made by Rodney Sherwood, seconded by Cedric Schnitzler to table the discussion until the end of the meeting to see if someone from Verizon Wireless would arrive for questions to be answered. Otherwise the application for the conditional use permit would be post-poned until next month. Motion carried, 4-0.

### **Dog Control:**

#### Increase hours for part time clerical:

Amber, Alison and committee members readdressed the discussion of increasing hours for the part-time employee to a full time employee from last month's meeting.

Discussion was held. Committee members felt it was not the right time to address increased hours of staff at this time but would readdress if still felt needed in the future.

However, after discussion regarding staff at the shelter and all their hard work and dedicated hours to the shelter the committee felt it was good idea to increase wages for the current staff who are only receive \$8 an hour. This will be addressed at our next meeting after Alison has a chance to gather information in regards to budget.

Increase fees: Alison gave a hand-out to committee members with current fees for the shelter. These included adoption fees, license fees, etc. See attachment to the minutes. Alison used a full year from 2015 for totals and included the projected increased fees if applied for comparison to show the increase revenue for the animal shelter. Alison stated that the license fees have not been increased since 2011. Adoption fees have not been increased since 2014.

Amber-Humane Officer reported on what fees were for other shelters in the area. It was also brought to the committee's attention that most of the animal shelters are privately owned and that we are 1 of 3 public owned facilities.

Discussion was held.

A Motion was made by Rodney Sherwood, seconded by Cedric Schnitzler to increase the animal shelter fees starting Jan. 1, 2017 and dog license fees starting with the sale of 2017 licenses on Dec. 1, 2016. See attachment for dollar amounts. Motion carried, 4-0.

#### Stray cats

Doug received a call from a constituent in the Tomah area in regards to stray cats. Amber reported on the number of phone calls they receive at the shelter. On an average they probably received 5-7 calls a week regarding cat issues. In the past we were able to work with Coulee Region to house cats but due to their limited space they no longer will take strays from other counties. Amber stated that we are aware that this has been an issue but there is no place to go with them.

Discussion was held:

Doug would like to have the shelter keep a log and give a monthly report to the committee to see how often they receive calls in regards to stray cats.

6:45pm, Shane Begley representing Verizon Wireless arrived. A motion was made by Rodney Sherwood, seconded by Cedric Schnitzler to reopen the public hearing on the application for conditional use permit for Ray Habelman and Verizon Wireless for placement of a 199' monopole cell tower, Town of New Lyme. Motion carried, 4-0.

July 18, 2016

Shane Begley apologized for being late and addressed the committee and public. Dan Olson informed Mr. Begley that there were several issues that public members would like to address the application with concerns they have and turned the floor over to Mr. Greenwood and Mr. Casles. Again they addressed their issues to Shane Begley regarding concerns with interference of reception, and safety of the Ft McCoy aircraft. They also were wondering if Fort McCoy was involved in the process due to the proximity of the proposed tower site.

Shane Begley informed them that there would be no issues with interference in reception as far as T.V. and phones. He also informed them that Fort McCoy was involved in that process. He mention that a light was not going to be put on the tower because it was below the 200' height required for lighting by the FAA. Construction to start October-November 2016.

Discussion was held.

During the discussion it was noted that the fall zone needed to be changed to 33% of the Tower height in order to meet the setbacks the road. Mr. Begley would have this change made and get corrected copies to Alison.

A Motion was made by Cedric Schnitzler, seconded by Dan Olson, to approve the **conditional use permit** for placement of a 199' monopole cell tower on property located on Apollo Rd, Town of New Lyme with the condition that the tower be engineered to fall within a radius equal to 33% the height of the tower. Motion carried, 4-0.

### **Sanitation & Zoning:**

Two public hearings next month for zoning code amendments Ch 47 & Ch 53. Public hearing notices have been sent to the zoned municipalities as well as the papers.

### **Budgets:**

Alison gave hand-outs on the projected 2017 budget for Sanitation, Zoning and Dog Control.

Alison explained the changes she made for 2017.

- 1) Increased office supplies under Sanitation and Zoning for two new office chairs. The current chairs are more than 15 years old and were given to the department. Also increase for window envelopes for the maintenance reports. The new permit tracking system only allows one type of labels that are expensive and will also save time.
- 2) She decreased the motor vehicle expense due to receiving two new vehicles in 2016 which should be under warranty.

The report Alison handed out did not have the previous years' budgets to compare with the projected 2017, therefore Alison will send an email to the committee members a comparison and they will revisit the budget on August 22, 2016, which is our next meeting.

July 18, 2016

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

<b>Department Vouchers</b>		<b>Prepaid Vouchers</b>		<b>Interdepartmental Transfers</b>		<b>Credit Card Voucher</b>	
Sanitation	1942.35	Sanitation	0	Sanitation	43.01	Sanitation	15.78
Zoning	59.57	Zoning	0	Zoning		Zoning	156.47
Dog Control BOA	1532.08 58.56		0	Dog Control		Dog Control	813.31
<b>Total</b>	<b>3592.56</b>	<b>Total</b>	<b>0</b>		<b>43.01</b>	<b>Total</b>	<b>985.56</b>

Vouchers were reviewed by committee.

Motion was made by Rodney Sherwood, seconded by Cedric Schnitzler to approve the financial reports. Motion carried, 4-0.

**Set Date for Next Meeting and Possible Agenda Items.**

The next regular meeting will be on Monday, August 22, 2016 and will be at 6:00 pm at the Rolling Hills Auditorium. Please note the date being the 4<sup>th</sup> Monday instead of third Monday our normal schedule.

A **motion** to adjourn was made by Cedric Schnitzler, seconded by Dan Olson. Motion carried, 4-0.

Meeting adjourned at 7:30 p.m.

*Recorded by Gretchen Jilek*

July 18, 2016

**Animal Shelter Fees to be increased starting January 1, 2017**

Adoptions:	Puppies (still have baby teeth)	\$125.00 to <b><i>\$140</i></b>
	Small dogs (under 25lbs)	\$125.00 to <b><i>\$140</i></b>
	All other dogs	\$95.00 to <b><i>\$110</i></b>
Surrenders:	Adult Dog	\$15.00 to <b><i>\$20</i></b>

**Dog License Fees to be increased starting with the sale of 2017 licenses on Dec. 1, 2016.**

Male	\$25.00 to <b><i>\$26.00</i></b>
Female	\$25.00 to <b><i>\$26.00</i></b>
Neutered Male	\$10.00 to <b><i>\$11.00</i></b>
Spayed Female	\$10.00 to <b><i>\$11.00</i></b>
Multi Dog License: (up to 12 dogs)	\$125.00 to <b><i>\$140.00</i></b>

August 22, 2016

## **Sanitation/Planning & Zoning/Dog Control**

Meeting called to order at 6:02 p.m., by Chairman, Doug Path

Present: Doug Path, Cedric Schnitzler, Rod Sherwood, and Paul Steele. Absent: Dan Olson  
Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator.

Possible Corrections and Approval of July 18, 2016 Meeting Minutes.

A **Motion** was made by Rodney Sherwood and seconded by Cedric Schnitzler to approve the minutes from the July 18, 2016 meeting. Motion carried, 4-0.

Public Comment (3 minutes each): No comments

### **Public Hearings**

Petition for David A. Robertson, for a **change of zoning district**, from General Forestry to R-3 Rural Residential located at 4578 County Hwy I, Sparta, WI., a parcel of land located in the NE $\frac{1}{4}$  -SE $\frac{1}{4}$  of Section 26, T19N, R4W, Town of Little Falls, Monroe County, Wisconsin. Reason for change of zoning is to meet the minimum acreage requirement and reflect actual usage of the property.

Mr. Robertson was present his request for a change of zoning from General Forestry to R-3 Rural Residential so that he can meet minimum acreage requirements. His parcel was created after Little Falls adopted zoning and therefore should have been a minimum of 5 acres. This change would bring his parcel into compliance for minimum parcel size as well as reflect the actual usage of his property.

A letter was received from the Town of Little Falls approving the application for change of zoning, General Forestry to Residential.

Discussion was held.

A **Motion** was made by Cedric Schnitzler, seconded by Paul Steele to approve the Change of Zoning from General Forestry to R-3 Rural Residential and forward to the full County Board on August 24<sup>th</sup>, 2016. Motion carried, 4-0.

Petition for Reed A. Smith for a **change of zoning district**, from GA-General Agriculture to R3 Rural Residential on a parcel of land located at 22341 Derby Ave in part of the NE $\frac{1}{4}$  & SW $\frac{1}{4}$  and the SE $\frac{1}{4}$  & NW $\frac{1}{4}$ , Section 7, T18N-R1W, Town of LaGrange, Lot 1 of 12CSM95 Doc # 471870, to reduce the minimum setback requirements.

Georgeanne Murray, Town of LaGrange Planning Commission Chairman, spoke on behalf of Reed Smith. Mr. Smith is currently zoned GA-general agriculture which requires a minimum of 25 feet setback from a side property line. Mr. Smith has recently constructed a pole shed which is only 22 feet from the side line. Therefore he would like to change the zoning to reduce the minimum setback requirements down to 15 feet as required in the Rural Residential zoning district. Georgeanne as well as John Guthrie, Town Chairman of LaGrange stated that the Town of LaGrange recommends approval of this change.

Discussion was held.

August 22, 2016

A **Motion** was made by Rodney Sherwood, seconded by Paul Steele, to approve the change of zoning district from GA-General Agriculture to R3 Rural Residential and forward to the full County Board on August 24<sup>th</sup>, 2016. Motion carried, 4-0.

John Guthrie, Town Chairman of LaGrange expressed concerns regarding spot zoning.

Discussion was held.

### **Amendments to the Monroe County Zoning Ordinance Chapter 47**

Alison addressed the committee and public to see if there were any questions regarding the amendments to Chapter 47.

Howard Garves, Town of Sparta asked for clarification regarding the definition of “Dwelling” under Ch. 47-7

Alison explained the difference between having an attached building vs. detached. Also discussed non rental guest houses, rooms over their garage, etc.

The proposed definition of Dwelling does not include non-rental guest houses which are defined separately as a structure, or part of a structure, which is used or intended to be used occasionally as a dwelling unit by guests of the owner or occupant of a dwelling located on the same parcel. It cannot be occupied more than 180 days in a 365-day period.

The concern was how can we enforce the 180 days. These issues have been problems in the past and continue to be ongoing.

A question was asked about Conditional Use Permit. Chapter 47-12 regarding moveable buildings vs. standalone. Alison explained it does not make a difference, any building 100 sq. feet and over would need a zoning permit.

It was also discussed that when someone wants to build just a shed on vacant land and does not plan on having living quarters or building a dwelling they could just get a zoning permit and would not need to get a conditional use permit with these proposed amendments.

Discussion was held.

**Motion** was made by Cedric Schnitzler, seconded by Rodney Sherwood to approve the Amendments to Chapter 47, Monroe County Zoning Ordinance and forward to the full County Board on August 24<sup>th</sup>, 2016. Motion carried, 4-0.

### **Amendments to the Monroe County Shoreland Zoning Ordinance Chapter 53**

Alison stated that these proposed amendments were to meet the required changes as outlined in Acts 167 & 391. She asked if there were any questions or concern with the Amendments to Chapter 53.

Discussion was held.

Motion was made by Cedric Schnitzler, seconded by Rodney Sherwood to approve the amendments for Chapter 53 and forward to the full County Board on August 24<sup>th</sup>, 2016. Motion carried, 4-0.

August 22, 2016

**Dog Control:**

Alison addressed the committee to see if there were any other questions or concerns regarding the increasing fees for the Dog shelter-licenses.

Discussion was held. The list approved by the committee is attached at the end of the minutes. Increase in license fees will be forwarded to the full County Board on August 24<sup>th</sup>, 2016 for final approval.

**Sanitation & Zoning:**

Alison reported that the Retro-active maintenance reports have been coming in fairly good with little or no concerns. She mention that we will complete this process by 2018 at which time we will be able to evaluate approximately how many septic systems we have in the county.

**Budgets:**

Discussion was open to any questions or updates with budget issues. The budget sheets were reviewed. There were no concerns or changes at this time. The committee will review and if they feel there are any questions or concerns will contact Alison via email. Budget has been submitted but changes can be addressed until the final meeting which will be held in November.

Issues regarding the Dog Shelter were discussed in regards to staffing, volunteers, etc. No changes at this time.

Paul Steele made a motion to reopen discussion regarding Chapter 47, Rodney Sherwood seconded the motion. Motion carried 4-0.

Paul addressed his concerns of the wording of sec. 47-7 Vehicular sales.

Discussion was held.

**Motion** was made by Cedric Schnitzler, seconded by Rodney Sherwood to leave the definition as stated. Motion carried, 4-0.

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

Department Vouchers		Prepaid Vouchers		Interdepartmental Transfers		Credit Card Voucher	
Sanitation	1532.59	Sanitation	0	Sanitation	26.59	Sanitation	47.00
Zoning	106.26	Zoning	0	Zoning		Zoning	164.72
Dog Control BOA	1223.42		0	Dog Control		Dog Control	358.44 LR-47.00
<b>Total</b>	<b>2862.27</b>	<b>Total</b>	<b>0</b>		<b>26.59</b>	<b>Total</b>	<b>617.16</b>

Vouchers were reviewed by Committee.

Donations from the dog shelter were reviewed by the Committee as requested.



August 22, 2016

**Set Date for Next Meeting and Possible Agenda Items.**

The next regular meeting will be on Monday, October 17, 2016 and will be at 6:00 pm at the Rolling Hills Auditorium.

A **motion** to adjourn was made by Cedric Schnitzler, seconded by Rodney Sherwood. Motion carried, 4-0.

Meeting adjourned at 7:53 p.m.

*Recorded by Gretchen Jilek*

August 22, 2016

**Animal Shelter Fees to be increased starting January 1, 2017**

Adoptions:	Puppies (still have baby teeth)	\$125.00 to <b><i>\$140</i></b>
	Small dogs (under 25lbs)	\$125.00 to <b><i>\$140</i></b>
	All other dogs	\$95.00 to <b><i>\$110</i></b>
Surrenders:	Adult Dog	\$15.00 to <b><i>\$20</i></b>

**Dog License Fees to be increased starting with the sale of 2017 licenses on Dec. 1, 2016.**

Male	\$25.00 to <b><i>\$26.00</i></b>
Female	\$25.00 to <b><i>\$26.00</i></b>
Neutered Male	\$10.00 to <b><i>\$11.00</i></b>
Spayed Female	\$10.00 to <b><i>\$11.00</i></b>
Multi Dog License: (up to 12 dogs)	\$125.00 to <b><i>\$140.00</i></b>

October 17, 2016

## **Sanitation/Planning & Zoning/Dog Control**

Meeting called to order at 6:04 p.m., by Chairman, Doug Path

Present: Doug Path, Paul Steele, and Dan Olson

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Amber Dvorak: Humane Office. Absent: Cedric Schnitzler and Rod Sherwood

Possible Corrections and Approval of August 22, 2016 Meeting Minutes.

A **Motion** was made by Paul Steele and seconded by Dan Olson to approve the minutes from the August 22, 2016 meeting. Motion carried, 3-0.

Public Comment (3 minutes each): None

### **Public Hearings**

Application for **Thomas Gerke** for a **conditional use permit** for a small business-transportation company on property located at 21102 Kettle Rd, Norwalk, WI, in part of the SE1/4, of the SW1/4, Section 7, T16N, R1W, in the Town of Wilton, Tax Parcel ID# 048-00143-0001 & 048-00143-0002. The adjoining land use is agricultural.

Mr. Gerke was not present.

Alison spoke to the committee and public regarding Mr. Gerke's intend for his small business. Mr. Gerke has been running his trucking business but was not aware that he needed a conditional use permit and is following through at this time to be compliant with the county ordinances.

The Town of Wilton sent a letter in regards to the request for the application. They recommend approval of the conditional use permit with three conditions.

- 1) To haul up to 40 tons from Kelp Ave to the driveway located at 21102 Kettle Rd. Currently Kettle Rd is banned as a 10 ton rd.
- 2) To follow seasonal road bans according to County and Town standards.
- 3) To not haul going south down Kettle Rd from the driveway at 21102 Kettle Rd.

Discussion was held:

The committee had several questions regarding Kelp Ave and the restrictions on the road. They also had some questions for Mr. Gerke who was not present to answer those questions. Doug Path will be contacting the Town of Wilton as well as the Town of Ridgeville regarding concerns with Kelp Ave and restrictions involved. The committee also requested that Mr. Gerke be present to answer other questions.

A **Motion** was made by Paul Steele, seconded by Dan Olson to postpone the Public Hearing on the Conditional Use Permit application for a small business-transportation company at 21102 Kettle Rd, Norwalk WI. Until the November 21<sup>st</sup> meeting. Motion carried, 3-0.

October 17, 2016

Application of **Moses J. Yoder** for a **conditional use permit** for a cabinet shop on property located at 20495 Co Hwy MM, in part of the SE1/4, of the SE1/4, Section 8, T16N, R1W, in the Town of Wilton, Tax Parcel ID# 048-00170-0002, 41.35 acres. The adjoining land use is agricultural.

Mr. Moses Yoder and his son Abraham were present for their application to obtain a conditional use permit for a cabinet shop. Mr. Yoder explained that his son is interested in building cabinets for a business. They obtained a zoning permit to construct the building and are now requesting the conditional use permit to operate a cabinet shop out of it.

A letter was received from the Town of Wilton. The Town recommended approval.

Discussion was held:

A **Motion** was made Paul Steele, seconded by Dan Olson, to approve Conditional Use Permit for a cabinet shop on property located at 20495 Co Hwy MM, Town of Wilton. Motion carried, 3-0.

### **Dog Control:**

Replace fencing for play yards:

Amber Dvorak was present to explain the need for replacing some of the fencing at the dog shelter. Currently they are having to use zip ties to hold some of the fencing together and also have some wood and cement blocks in front of where the dogs are escaping from, primarily the little dogs. Some of the dogs are also getting their heads stuck in the bad fencing.

There were two quotes received for the fencing. One was from Phillips and the other one was from Moe's. Both quotes were close to \$3500.

Discussion was held.

The committee inquired to see if materials could be bought and possibly having volunteer's, 4H group, etc., put in the fencing. They felt that the quotes were rather high. Further discussion will be addressed at the November meeting.

Lobby/Office addition:

Amber also addressed the committee and informed them about the project that was just completed. Mark Sherman and a group of volunteers from the Fort McCoy engineer brigade built an open shelter over part of the play yards for the dogs. This will provide shelter from rain, hot sun, etc.

Amber introduced Mark Sherman, husband of Karri Sherman one of the oncall workers at the shelter, who was present to the committee and public to explain the Lobby/Office addition project. Mark explained that the same group of volunteers through the Fort McCoy engineer brigade would like to volunteer their time and again willing to volunteer what materials they can. They will be doing the concrete and the roof. They are looking at building a 14 x 16 feet addition for the shelter. This would be used for office and lobby space while the existing office would be converted into an exam room for the vet and a meet and greet room for potential adopters. Currently there is no room to provide Vet services or showing dogs to the clients accept in the current Office/Lobby area which is very small.

Currently he is working with Brad Olson, an electrician from Sparta who is willing to volunteer the electrical for this project. They are looking at a start time for this project early June of 2017 if approved by the

October 17, 2016

Committee. This project would only use donated money, materials and labor. They will be doing fund raisers and he has his own staff that would be doing all the construction.

Discussion was held.

The committee would like to have a complete drawing of the building to include all aspects of the project, electrical/heating, concrete, roofing, etc . In the past projects have been started without detailed plans which caused problems to arise during construction. The committee would like to be assured of follow through. Mark will come back to the December meeting to present the final drawing to include all aspects of the project as requested. Mark will also be checking with the contractor who is pouring the concrete to check where the abandon well is to make sure they can build on top of that. Mark is also going to check out to see if they could do the fencing if the county would be willing to provide the materials from donations.

Alison will be checking with the Highway Department and the City of Sparta regarding the addition.

### **Sanitation & Zoning:**

Proposed amendments to Ch 47- Town veto of CUP

Alison spoke with the Committee in regards to the issue regarding the 21 day Town veto for conditional use permits. There were several members who would like to see this be removed from the County Zoning Ordinance. Some of the members feel it is redundant having the 21 days after a final decision was made by the Zoning Committee.

Discussion was held.

Alison will check with Andy Kaftan regarding the legal aspect of this and get his feedback. Further discussion will be held at the November meeting.

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

<b>Department Vouchers</b>		<b>Prepaid Vouchers</b>		<b>Interdepartmental Transfers</b>		<b>Credit Card Voucher</b>	
Sanitation	1562.80	Sanitation	0	Sanitation		Sanitation	137.36
Zoning		Zoning	0	Zoning		Zoning	60.36
Dog Control	665.97		0	Dog Control		Dog Control	832.39
BOA	29.22						
<b>Total</b>	<b>2257.99</b>	<b>Total</b>	<b>0</b>			<b>Total</b>	<b>1030.11</b>

Vouchers were reviewed by Committee.

Discussion was held:

### **Set Date for Next Meeting and Possible Agenda Items.**

The next regular meeting will be on Monday, November 21, 2016 and will be at 6:00 pm at the Rolling Hills Auditorium.

October 17, 2016

There are currently five conditional use permits to include the postponed conditional use permit from tonight for our next meeting.

A **motion** to adjourn was made by Paul Steele seconded by Dan Olson. Motion carried, 3-0.

Meeting adjourned at 7:45 p.m.

*Recorded by Gretchen Jilek*

November 21, 2016

## **Sanitation/Planning & Zoning/Dog Control**

Meeting called to order at 6:03 p.m., by Chairman, Doug Path

Present: Doug Path, Paul Steele, Cedric Schnitzler, Rod Sherwood and Dan Olson.

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

Possible Corrections and Approval of October 17, 2016 Meeting Minutes.

A **Motion** was made by Paul Steele and seconded by Douglas Path to approve the minutes from the October 17, 2016 meeting. Motion carried, 5-0.

Public Comment (3 minutes each): No comments

## **Public Hearings**

**Application** of **Steven Cruz** for a conditional use permit for a salvage yard-auto on property located at 1357 Admiral Rd, in part of the SW 1/4, NW 1/4, Section 3, T19N, R4W, in the Town of Little Falls, parcel number 026-00048-5000, 20 acres. The adjoining land use is agriculture and woodlands.

Steve Cruz was present to explain his reason for applying for a conditional use permit. He stated that he was notified by Alison that he can only have two unlicensed vehicles stored outside. He is here to get a conditional use permit so that he can have more than two unlicensed vehicles. He stated he has no intention of starting an auto salvage yard. He primarily likes to restore classic cars as a hobby only with his children. He currently has all of his vehicles moved behind his garage. Parts are stored outside but are behind his garage. He has also put in a fence to help with the privacy and site of the vehicles.

Alison received a letter from the Town of Little Falls in response to the application submitted by Steve Cruz for a conditional use permit. The town board is submitting a favorable recommendation regarding this application with the following stipulations.

- 1) No retail Sales.
- 2) The maximum number of non-registered vehicles not in a building to be limited to fifteen.
- 3) No donations to increase the number of vehicles will be accepted.
- 4) Vehicle sight line will not be visible from the roads.
- 5) The town reserves the right to inspect with the owner the area outlined on the conditional use permit application map.
- 6) If granted, the conditional use permit will be reviewed for renewal by the town board 5 years from the date of issuance.

Alison read an opinion from the Monroe County Corporation Counsel stating that the requested condition number 6 could not be legally placed on this type of conditional use permit.

Nancy Van Dalsem, Little Falls planning Commission member was in the zoning office on November 16, 2016. She wanted to share a concern that she hadn't thought of at the Town meeting. It was her understanding that if Mr. Cruz was not selling vehicles or parts that he would not need a salvage yard license from the state and if not would he also be exempt for the DNR requirements for runoff from a salvage yard. She brought this up because she is concerned about contamination of the spring fed pond on his property and the outlet stream that flows onto the neighbors.

November 21, 2016

Mr. Cruz explained that he stores all his waste materials in 55 gallon drum contains and takes them to a waste facility where they are disposed of.

Mr. Cruz asked if the limit of 15 vehicles included trailers, ATV's, tractors, lawn mowers, etc. that are stored on the property.

Alison explained that if these are items being used for personal use they are not included in the 15 vehicle limit. However, having numerous unused lawn mowers, ATV's, etc would be considered salvageable materials and would not be acceptable as the permit is worded for autos.

Discussion was held:

A **Motion** was made by Paul Steele, and seconded by Rodney Sherwood to approve the Conditional Use Permit for a salvage yard on property located at 1357 Admiral Rd, Town of Little Falls with the following conditions.

- 1) No retail sales.
- 2) The maximum number of non-registered vehicles not in a building to be limited to fifteen.
- 3) No donations to increase the number of vehicles will be accepted.
- 4) Vehicle sight line will not be visible from the roads.

Motion carried: 5-0.

**Application of Atlee A. Yoder** for a conditional use permit for a small business/firewood bundling, on property located 27454 Kiln Ave, in part of the NE ¼ of NW ¼, Sec. 13, T16N, R1W, in the Town of Wilton, tax ID # 048-00262-0000, 40 acres. The adjoining land use is primarily agriculture.

Mr. Yoder was not present for the meeting. Alison stated he would like to apply for a conditional use permit for starting a small business selling firewood bundling to local business such as Kwik Trip.

The Town of Wilton Board approved the issuance of a conditional use permit to Atlee A. Yoder for a small business/firewood bundling with the understanding that Mr. Yoder is in full compliance with all county regulations and zoning codes. Alison stated that Mr. Yoder is in compliance with all zoning codes at this time.

Discussion was held:

A **Motion** was made Rodney Sherwood, seconded by Dan Olson, to approve the Conditional Use Permit for a small business/firewood bundling on property located at 27454 Kiln Ave, Town of Wilton. Motion carried, 5-0.

**Application of Lois Leaird and Richard Huber** for a conditional use permit for a small business/wood working, on property located at 18184 Iceland Rd, in part of the NW ¼ of NW ¼, Sec. 34, T17N, R4W, in the Town of Sparta, tax ID # 040-01149-3600, 2.83 acres. The adjoining land use is primarily residential.

(Received a phone call on 10-20-2016, Leaird/Huber will be postponed until December meeting due to Town meeting scheduling).

A **Motion** was made by Paule Steel, seconded by Rodney Sherwood to postpone the public hearing for the Conditional Use Permit for Lois Leaird and Richard Huber until the next meeting which will be held Monday, December 19, 2016. Motion carried: 5-0.

**Application for Thomas Gerke** for a conditional use permit for a small business-transportation company on property located at 21102 Kettle Rd, Norwalk, WI, in part of the SE1/4, of the SW1/4, Section 7, T16N, R1W, in the Town of Wilton, Tax Parcel ID# 048-00143-0001 & 048-00143-0002. The adjoining land use is agricultural.



November 21, 2016

Mr. Gerke was present to address the committee regarding his application for conditional use permit to run his small business-transportation company. Conditional Use Permit application was postponed from last month's meeting due to questions that could not be answered regarding the use of the roads traveled for the business. Mr. Gerke explained that he currently has 7 trucks and has no concerns complying with the county and local road weight restrictions. He explained that many of the trucks coming in are mostly empty. They would like to be able to utilize the shop located at 21102 Kettle Road for repair, which will mostly occurs on the weekends.

The Wilton Town Board had approved the issuance of the permit with conditions that Mr. Gerke haul up to 40 tons from Kelp Ave to his driveway located at 21102 Kettle Rd. Currently Kettle road is banned as a 10 ton road. Mr. Gerke is required to follow seasonal road bans according to the county standards on the town roads as well. They requested that he will not haul going south down Kettle Road from his driveway. Town of Wilton did call the Town of Ridgeville to get feedback on their concerns regarding the road conditions and they were in agreement with their conditions.

Discussion was held:

A **Motion** was made by Cedric Schnitzler and seconded by Rodney Sherwood to approve the Conditional Use Permit to operate a small business-transportation company on property located at 21102 Kettle Rd, Town of Wilton with the following conditions:

- 1) No more than 40 ton limit-Kelp Ave to driveway on 21102 Kettle. .
- 2) Comply with seasonal weight restrictions/bands, and can only go as far as the driveway on property on Kettle Rd.
- 3) No entrance or exit going south on Kettle Road.

Motion carried: 5-0.

**Application of Shelly Muller and Jeff Laumer** for a conditional use permit to operate a vehicular service business on property located at 7352 Jackpot Ave, in part of the NE1/4, of the NW1/4, Section 3, T16N, R4W, in the Town of Leon, Tax Parcel ID# 022-00070-2500. The adjoining land use is residential.

Charles Betthausen, attorney was present to represent Shelly Muller and Jeff Laumer, who were also present. Mr. Betthausen addressed the Committee showing a diagram of where Jeff would be working on the vehicles. Mr. Betthausen had asked the couple to try and work with their neighbors and find out what some of their main concerns are to help resolve this situation. Some of the main concerns included:

- a) Increase of traffic, traffic going back and forth on the road.
- b) The maintenance of that road due to the heavy traffic and weight of the vehicles, large vehicles-Humvee military truck, 26,000 lbs.
- c) The noise of working on military vehicles as they are very loud.
- d) Containing of the hazardous waste. Should have a hold tank for these hazard materials.
- e) Currently materials are draining into one of the neighbor's yards and going into the ground.

Mr. Betthausen informed the Committee that Jeff does mechanical work only. He does not paint vehicles. The materials that are draining currently into the ground are not hazardous materials. Mr. Betthausen called the DNR regarding a holding tank being installed and having them come out to inspect it. The DNR informed him that it is not necessary to have an inspection but they would come out and inspect if requested.

Jeff stated he does work inside and outside of his shop. He does not have more than 7 licensed vehicles at one given time. He only has room for two vehicles inside the shop due to space. He stated that he works on both regular vehicles and military vehicles such as Humvee's about 50/50. This is not is regular job. He works full time at Fort McCoy. He works evenings and weekends and is basically done at night by 8:30-900.

Discussion was open to the public: The following people spoke with the following concerns: Tom and Sue Doyle, Cathy Malzacher, and Robert Nichols Jr.

November 21, 2016

- 1) Waste water materials, oil, etc. Concerned about the health and safety of the neighborhood and community. There has been waste draining into one of the neighbor's yards.
- 2) Traffic coming and going all day long and sometimes late evening hours.
- 3) Noise level. Work has been done on weekends and holiday weekends and is very noisy, large military vehicles are a big concern.
- 4) Semi-trucks, UPS trucks coming and going with supplies and the damage to their road.
- 5) Value of their homes.
- 6) Hours of service.

Mr. Betthausen mentioned that Shelly and Jeff had recently put in \$5000 worth of trees for a sound barrier and privacy for the business.

Discussion was held:

A **Motion** was made by Rodney Sherwood, seconded by Paul Steele to approve the conditional use permit to operate a vehicular service on property located at 7352 Jackpot Ave, Town of Leon with the following conditions:

1. A holding tank shall be installed for the drain in the existing shed where the vehicular service is being performed.
2. The Department of Natural Resources will perform an inspection on the facility.
3. No work involving loud noises will be done from the hours of 8:30 p.m. to 8:00 a.m. This includes transporting or driving military vehicles down the driveway, running engines and using air tools.
4. No work involving loud noises will be done on legal holidays to include Christmas Eve. This includes transporting or driving military vehicles down the driveway, running engines and using air tools.

Motion carried: 5-0.

### **Dog Control:**

**Replace fencing for play yards:** Further discussion will be held at the December meeting. Amber informed Alison that they may have found someone to install the fencing if the county is willing to pay for the materials.

**Lobby/Office addition:** Alison spoke with Jack Dittmar from the Highway department to make sure the area of the addition would not interfere with their access to stock piles. Jack informed Alison that there was no concern with access but to keep in mind was when snow is plowed the area to each side of the addition will not be done with the trucks and would need to be shoveled. This was ok with the shelter staff, they would be willing to remove the snow. Further discussion will be held at the December committee meeting.

### **Renew restricted animal permit for Kevin Huff** **Wolf-Hybrid Foster Facility Resolution**

Discussion was held regarding the yearly renewal process for restricted animal permit for Kevin Huff as well as Kevin's facility being used to foster Wolf-Hybrids.

A **motion** was made by Paul Steel, seconded by Doug Path to renew the restricted animal permit for Kevin Huff. Motion carried: 5-0

A **motion** was made by Paul Steele, seconded by Rodney Sherwood to approve the resolution for a Wolf-Hybrid foster facility provided by Kevin Huff-. Motion carried: 5-0.

November 21, 2016

**Sanitation & Zoning:**

Proposed amendments to Ch 47- Town veto of CUP.

Alison spoke with Andy Kaftan regarding the ordinances regarding the proposed amendments to Chapter 47, Town veto of CUP. There are still some issues that need to be looked into and Andy will get back to Alison. There were several Town Chairman present for discussion regarding the issue.

Discussion was held:

Further discussion will be held at another time.

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

Department Vouchers		Prepaid Vouchers		Interdepartmental Transfers		Credit Card Voucher	
Sanitation	1318.27	Sanitation	0	Sanitation	117.41	Sanitation	9.44
Zoning	107.34	Zoning	0	Zoning		Zoning	197.40
Dog Control BOA	1522.13 27.17		0	Dog Control		Dog Control	367.28
<b>Total</b>	<b>2974.91</b>	<b>Total</b>	<b>0</b>		<b>117.41</b>	<b>Total</b>	<b>574.12</b>

Vouchers were reviewed by Committee.

Discussion was held:

**Set Date for Next Meeting and Possible Agenda Items.**

The next regular meeting will be on Monday, December 19, 2016 and will be at 6:00 pm at the Rolling Hills Auditorium.

There are currently two conditional use permits for the month of December.

A **motion** to adjourn was made by Cedric Schnitzler seconded by Dan Olson. Motion carried, 5-0.

Meeting adjourned at 8:30 p.m.

*Recorded by Gretchen Jilek*

December 19, 2016

## **Sanitation/Planning & Zoning/Dog Control**

Meeting called to order at 6:01 p.m., by Chairman, Doug Path

Present: Doug Path, Paul Steele, Cedric Schnitzler, Rod Sherwood and Dan Olson.

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

Possible Corrections and Approval of November 21, 2016 Meeting Minutes.

A **Motion** was made by Cedric Schnitzler and seconded by Paul Steele to approve the minutes from the November 21, 2016 meeting. Motion carried, 5-0.

Public Comment (3 minutes each): None.

### **Public Hearings**

Application of Tammy Waltemath for a conditional use permit for a small business-metal artwork on property located at 16344 Helmet Rd, in part of the SW 1/4, NW 1/4, Section 24, T17N, R2W, in the Town of Adrian, parcel number 002-00301-0000, 0.84 acres. The adjoining land use is residential and agriculture.

Alison informed the committee and public that the certified letter had been sent to the Town of Adrian 30 days prior to this public hearing. However the Town of Adrian never received it. The Town was aware of the application for the conditional use permit and Tammy did attend the Town meeting. Gail Chapman, Town Chairman was present and was asked if the Town had any concerns regarding the notice. Gail Chapman informed the Committee and public that they were good with proceeding with the public hearing since Tammy Waltemath did attend the Town meeting and issues were discussed.

Tammy Waltemath was present to address the Committee. Tammy explained what she does for her small business. She currently designs metal artwork, cuts it out, paints it and then sells them at craft shows. Tammy works out of her garage and she also has a trailer where she does her painting.

Neighbors Jeff and Renell Myers were present. They also attended the Town meeting and felt that their main concerns and issues were addressed. They had concerns with the noise of grinding of the metal and smell of the paint fumes. They had discussed putting up a fence 9 to 10 feet, 50 feet in length between the two properties.

Gail Chapman stated that the Town of Adrian was in favor of the application but recommended two conditions. One to be that the conditional use permit be granted to Tammy Waltemath, not to the property. Also that a fence would be put up for privacy between the business and the Meyers to help with the noise and paint fumes.

Discussion was held.

A **Motion** was made by Dan Olsen, seconded by Paul Steele, to approve the Conditional Use Permit for a small business-metal artwork on property located at 16344 Helmet Rd, Town of Adrian with the following conditions: The conditional use permit be granted to Tammy Waltemath only and will not run with the land, and that a 9' to 10' high privacy fence shall be constructed approximately 50 feet long between the buildings where the business is operated and the neighbors to the north. Motion carried, 5-0.

December 19, 2016

**Application of Lois Leaird and Richard Huber** for a conditional use permit for a small business/wood working, on property located at 18184 Iceland Rd, in part of the NW ¼ of NW ¼, Sec. 34, T17N, R4W, in the Town of Sparta, tax ID # 040-01149-3600, 2.83 acres. The adjoining land use is primarily residential.

Richard Huber was present to address the Committee. He informed the Committee and public that the nature of his small business is primarily cutting long pieces of wood into specified lengths. He cuts defects out of boards that is already ripped and planed. He then places it on pallets and uses a fork-lift to transfer onto a tandem dump trailer. This wood is shipped to various local companies. Scrap wood is burned by local customers. The existing building that he currently works in is a 30' x 50'. He is proposing a 20' x 30' addition for additional storage.

The Town of Sparta approved the permit with the following conditions:

- 1) The conditional use permit is only for Lois Leaird and/or Richard Huber and shall not be transferable with the land.
- 2) Outside storage be limited to two 16' tandem dump trailers.
- 3) Outside operations hours are to be from 9am to 9 pm
- 4) The business is limited to the existing 30'x50' building and the planned 30'x20' addition.

A neighbor, Mr. Henry Grebin was present. He addressed the Committee and public. He informed them that he had also attended the Town meeting. He lives next door to Mr. Huber. He was in agreement with everything that was discussed at the Town meeting, however upon further reflection he would like to see trees planted along their adjoining property line to help with the noise and for privacy. He does not like to see everything that is going on when he is sitting on his back deck. Mr. Huber stated he has already been planting trees and would continue to do plant more.

Discussion was held. (It was made known that this property is zoned General Agriculture.)

A **Motion** was made by Rodney Sherwood, seconded by Paul Steele to approve the application for a conditional use permit, for a small business/wood working, on property located at 18184 Iceland Rd, Town of Sparta with the following conditions:

- 1) The conditional use permit is only for Lois Leaird and/or Richard Huber and shall not be transferable with the land.
- 2) Outside storage be limited to two 16' tandem dump trailers.
- 3) Outside operations hours are to be from 9am to 9 pm
- 4) The business is limited to the existing 30'x50' building and the planned 30'x20' addition.

Motion carried: 5-0.

### **Dog Control:**

#### **Replace fencing for play yards: Lobby/Office addition:**

Alison informed the Committee that Mr. Sherman couldn't make the meeting tonight but is planning on attending the meeting in January. He informed Alison that he has found someone to donate the labor to install new fencing for the front play yard if the County would pay for the materials. Further discussion will be held at our next meeting in January to discuss both the replacing of the fencing and the lobby/office addition.

### **Sanitation & Zoning:**

Alison informed the Committee that we have just completed the interviewing process for the part-time clerical position for sanitation/dog control. We are happy to welcome Kerri Sherman, who is currently working as an on-call staff for the dog shelter. She will start January 3, 2017. She will be working in the Sanitation/Zoning

December 19, 2016

department in the morning and dog shelter in the afternoon. She will also be helping with taking minutes at our Committee meetings. She will be joining us in January to observe and meet everyone.

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

Department Vouchers		Prepaid Vouchers		Interdepartmental Transfers		Credit Card Voucher	
Sanitation	1282.75	Sanitation	0	Sanitation	84.82	Sanitation	
Zoning	109.28	Zoning	0	Zoning		Zoning	26.72
Dog Control BOA	534.40		0	Dog Control		Dog Control	203.45
<b>Total</b>	<b>1926.43</b>	<b>Total</b>	<b>0</b>		<b>84.82</b>		<b>230.17</b>

Vouchers were reviewed by Committee.

Discussion was held:

**Set Date for Next Meeting and Possible Agenda Items.**

The next regular meeting will be on Monday, January 16, 2017 and will be at 6:00 pm at the Rolling Hills Auditorium.

There are currently four conditional use permits for the month of January.

A **motion** to adjourn was made by Rodney Sherwood, seconded by Dan Olsen. Motion carried, 5-0.

Meeting adjourned at 7:03 p.m.

*Recorded by Gretchen Jilek*