

**DODGE COUNTY PLANNING, DEVELOPMENT AND PARKS COMMITTEE
MINUTES
July 11, 2016**

The Dodge County Planning, Development and Parks Committee met on July 11, 2016 at 7:00 p.m. on the 1st Floor of the Administration Building, Juneau, Wisconsin.

Vice-Chairman Marsik called the meeting to order. Roll Call was taken. Members present were Allen Behl, William Muche, Joseph Marsik and Janice Bobholz. Members excused were Tom Schaefer. The staff present at the request of the Chairman was Joseph Giebel.

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

The agenda was reviewed.

Motion by Allen Behl to approve the agenda and allow the Chairperson to go out of order as needed to efficiently conduct the meeting. Second: William Muche Motion carried.

TOWN REZONING REQUESTS

Jerome Stuetzgen – Part of the NE ¼, NE ¼, Section 28, Town of Williamstown, the site address being N7947 Bayview Road. A petition to rezone up to 5-acres of land from the FP Farmland Preservation Zoning District to the AG Agriculture Zoning District has been submitted by the Town of Williamstown Town Board to the Dodge County Board of Supervisors for approval in order to allow for the creation of an approximate 5-acre non-farm residential lot at this location. Committee review and recommendation to the County Board.

Motion by Allen Behl to provide a favorable recommendation to the County Board to rezone up to 5-acres of land from the FP Farmland Preservation Zoning District to the AG Agriculture Zoning District under the Town of Williamstown Zoning Ordinance in order to allow for the creation of a non-farm residential lot.

Second by William Muche Vote 4-0 Motion carried.

The hearing procedures were read into the record.

PUBLIC HEARING

Dodge County Drainage Board, agent for Eugene and Lois Voigt – Request for a Conditional Use Permit under the Shoreland Protection Ordinance, Dodge County, Wisconsin to allow filling, grading or dredging on the bed of a navigable waterway (Pratt Creek) associated with the installation of a 36" diameter non-perforated pipe to replace an existing 24" diameter perforated drain tile at this location in order to maintain the existing agricultural drainage in this area. The property is located in part of the NE ¼, NE ¼, Section 20, Town of Oak Grove.

Motion by Allen Behl to lay over a decision on the conditional use permit request in order to obtain additional information from the applicant regarding the request before the Committee.

Second by William Muche Vote 4-0 Motion carried.

OTHER BUSINESS

1. The minutes from the June 20, 2016 meeting were reviewed by the Committee.

Motion by Janice Bobholz to approve the minutes as written.

Second by William Muche Vote: 3-0, 1 Abstained (Behl) Motion carried.

2. No Committee Member Reports
3. No Additional per diems
4. Review Dodge County Fee Schedule Ordinance for clarification of the application fee for Administrative Adjustment Applications.

Mr. Giebel informed the Committee that the Department received an inquiry as to the application fee for an "Administrative Adjustment". Mr. Giebel indicated that the current application fee being charged by the Department for an Administrative Adjustment request is \$450.00. Mr. Giebel also indicated that the current Dodge County Fee Schedule does not specifically list an application fee for an "Administrative Adjustment". He informed the Committee that a question has been asked if the \$450.00 application fee being charged by the Department is the correct application fee and questioned if the application for an Administrative Adjustment request was intended to be free (0.00) since it is not listed as a specific application fee in the fee schedule ordinance. The staff asked for clarification from the Committee on what the application fee is for an Administrative Adjustment application.

The Committee reviewed and discussed the purpose and intent for an Administrative Adjustment request and the Committee reviewed the fee schedule ordinance information provided in the staff report. It is the Committee's position that an Administrative Adjustment request serves the same purpose as a variance request which is to request a modification of the dimensional standards in the Code. The Committee noted that the Land Use Administrator can make a decision on the Administrative Adjustment request or it can be forwarded to the Board of Adjustment and a public hearing can be requested by the applicant or by the Board of Adjustment. The Committee discussed the possibility of having a separate application fee for those Administrative Adjustment decisions that do not require a public hearing. The Committee noted that the current application fee for an

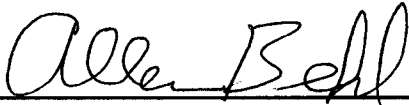
Administrative Adjustment is \$450.00. The Committee directed the staff to prepare a petition to amend the Fee Schedule Ordinance to clarify that the application fee for an Administrative Adjustment is \$450.00. The Committee also requested the staff to include a request for a separate application fee of \$250.00 for those Administrative Adjustment application requests that do not require a public hearing.

Motion by order of the Chair to adjourn the meeting.

Motion carried.

Meeting adjourned at 8:30 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Allen Behl". The signature is written in black ink and is positioned above a horizontal line.

Allen Behl, Secretary

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