

**DODGE COUNTY PLANNING, DEVELOPMENT AND PARKS COMMITTEE  
MINUTES  
August 18, 2014**

The Dodge County Planning, Development and Parks Committee met on August 18, 2014 at 7:00 p.m. on the 1<sup>st</sup> Floor of the Administration Building, Juneau, Wisconsin.

Chairman Schaefer called the meeting to order. Roll Call was taken. Members present were Tom Schaefer, Allen Behl, Randy Grebel and Janice Bobholz. , Joseph Marsik was excused. The staff present at the request of the Chairman were Joyce Fiacco and 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 hearings listed on the agenda were posted, mailed and published in accord with the statute and code requirements.

The agenda was reviewed and approved as posted.

**MINOR LAND DIVISION REQUEST**

**Donna Ohrmundt** – Town of Westford. Request for waivers to the lot frontage , lot access and the certified survey map provisions of the Dodge County Land Use Code in order to allow for the sale of existing parcels of land along the east and west sides of Rakes Bay, where said parcels do not have frontage on a public road. The property is located in part of the NE ¼, part of the NW ¼, and part of the SE ¼, Section 21 and part of the SW ¼, Section 22,

Motion by Bobholz to approve the land division request subject to the following conditions and waivers:

1. The following parcels are intended for open space recreational use only and no structures shall be constructed on them:
  - 046-1213-2112-000; 2112-001; 2232-001; 2232-000, 2231-000 and 2134-000;
  - 046-1213-2121-000; 2113-000; 2141-001 and 2144-000;

Waivers:

Section 7.3.5 – access requirements,  
Section 7.3.3 - side lot line angle requirements,  
Section 7.7.2 - sanitary sewage requirements,  
Section 2.3.9A - certified survey requirements.

Second by Grebel      Vote 4-0      Motion carried.

**The hearing procedures were read into the record.**

**PUBLIC HEARING**

**Roy and Loretta Lemmenes** - Request for a Conditional Use Permit under the Land Use Code, Dodge County, Wisconsin to allow for the creation of an approximate 6.4-acre nonfarm single family residential lot within the A-1 Prime Agricultural Zoning District. The property is located in part of the SW ¼, SE ¼, Section 13, T13N, R14E, Town of Trenton, the site address being N10988 Cottonwood Road.

Motion by Grebel to approve the request to allow for the creation of an approximate 6.4-acre nonfarm single family residential lot within the A-1 Prime Agricultural Zoning District subject to the following conditions:

1. The applicant shall obtain the required land division approvals for the proposed lot from the County and local municipalities if required, prior to the creation of these lots;
2. The proposed non-farm residential lot shall not exceed 6.461-acres in area unless the lot is successfully rezoned out of the A-1 Prime Agricultural Zoning District;
3. Only one single family residential unit may be located on the proposed non-farm residential lot unless this lot is successfully rezoned into a zoning district which allows additional residential units;
4. The acreage of the proposed non-farm residential lot shall count towards the total non-farm residential acreage that can be created from the base farm tract for this property;
5. A "Notice of Zoning Limitations" document shall be recorded with the Dodge County Register of Deeds Office for the following parcels which make up the "base farm tract" which notifies the potential buyers of these parcels that there may be limitations as to the number of new lots that can be created from this base farm tract:
  - 044-1314-1343-000; 1342-000; 2412-000; 2411-000
6. The owner and subsequent owners of this non-farm residential lot hereby agree to comply with Subsection 9.2, Right to Farm provisions of the Dodge County Land Use Code and that they will not cause unnecessary interference with adjoining farming operations producing agricultural products and using generally accepted agricultural practices, including access to active farming operations;
7. The decision of the Committee is valid for one year.

Second by Behl      Vote 4-0      Motion carried.

**PUBLIC HEARING**

**New Frontier Land Surveying LLC, agent for Roy and Loretta Lemmenes** – Request for a Conditional Use Permit under the Land Use Code, Dodge County, Wisconsin to allow the establishment of a custom manure spreading and forage harvesting business within the A-1 Prime Agriculture Zoning District on this site. The property is located in part of the SE ¼, NW ¼, Section 13, Town of Trenton, the site address being N11135 Cottonwood Road.

Motion by Behl to approve the conditional use permit request to allow the establishment of custom manure spreading and forage harvesting business within the A-1 Prime Agriculture Zoning District on this site subject to the following conditions:

1. The business operation shall be conducted without offensive noise, vibration, dust, smoke, odor, glare, lighting or the risk of fire, explosion or other accident and shall not be detrimental to the public health and safety or general welfare of the immediate neighborhood or community;

2. It shall be the responsibility of the applicant to obtain all other Federal, State and/or local municipality permits and approvals that may be required for the proposed business operation on this site;
3. The business shall be operated in accord with the business narrative submitted with the Conditional Use Permit application;
4. All hazardous wastes used or generated in the operation of the proposed business shall be handled and disposed of in accord with the applicable regulations;
5. All exterior lighting shall meet the functional and security needs of the proposed development without adversely affecting adjacent properties;
6. The construction or placement of signs on this lot shall require a Dodge County Land Use permit and said signs shall be designed in compliance with Subsection 8.9 of the Dodge County Land Use Code;
7. Any future construction or development of this site shall require a Dodge County Land Use permit and said construction and development shall be designed and constructed in compliance with the Dodge County Land Use Code;
8. Any significant change to or expansion of the business operation and/or of its facilities may require that a new Conditional Use Permit be obtained.

Second by Bobholz    Vote 4-0        Motion carried.

**PUBLIC HEARING**

**Joe Roche, agent for Carol Soldner, James and Jill Wohead and Thomas Katz** - Request for a Conditional Use Permit under the Shoreland Protection Ordinance, Dodge County, Wisconsin to allow dredging within a navigable waterway associated with the clean out of an agricultural drainage ditch. The property is located in part of the SE ¼, NW ¼, and part of the NE ¼ and NW ¼ of the SW ¼, Section 36, Town of Elba.

Motion by Grebel to approve the conditional use permit request to allow dredging within a navigable waterway associated with the clean out of an agricultural drainage ditch subject to the following conditions:

1. It shall be the responsibility of the applicant to obtain all other permits or approvals that may be required (e.g., Wisconsin Department of Natural Resources and/or U.S. Army Corps of Engineers) for the proposed project.
2. All disturbed areas shall be leveled and graded (as needed) and seeded to permanent vegetation as soon as possible to prevent erosion of silt/sediment into the waterway.
3. All erosion control measures required by the applicable Federal, State, County and Local codes shall be in place and shall be maintained throughout the duration of the project in accordance with Best Management Practices.
4. All work shall be done in accord with the plans and specifications submitted on July 21, 2014.
5. The decision of the Committee is valid for one year.

Second by Bobholz    Vote 4-0        Motion carried.

**PUBLIC HEARING**

**Town of Ashippun Town Board** – Request for a Conditional Use Permit under the Shoreland Protection Ordinance, Dodge County, Wisconsin to allow filling, grading and dredging within a Shoreland and Floodplain district associated with the replacement of a road culvert within a navigable waterway. The site is located in part of the NE ¼, SE ¼, Section 4, Town of Ashippun, within the road right-of-way of Jefferson Road approximately ½ mile south of its intersection with Adams Road.

Motion by Behl to approve the conditional use permit request to allow filling, grading and dredging within a Shoreland and Floodplain district associated with the replacement of a road culvert within a navigable waterway subject to the following conditions:

1. It shall be the responsibility of the applicant to obtain all other permits or approvals that may be required (e.g., Wisconsin Department of Natural Resources and/or U.S. Army Corps of Engineers) for the proposed project.
2. All disturbed areas shall be leveled and graded (as needed) and seeded to permanent vegetation as soon as possible to prevent erosion of silt/sediment into the waterway.
3. The proposed project shall not obstruct flow and shall not increase the regional flood height. The applicant shall provide certification from a licensed engineer to this department certifying that the proposed project will not obstruct flow and will not result in an increase in the regional flood height.
4. All erosion control measures required by the applicable Federal, State, County and Local codes shall be in place and shall be maintained throughout the duration of the project in accordance with Best Management Practices.
5. All work shall be done in accord with the plans and specifications submitted on July 24, 2014.
6. The decision of the Committee is valid for one year.

Second by Bobholz    Vote 4-0        Motion carried.

**OTHER BUSINESS**

1. Marty Pankow, agent for Old Stone Bridge Estates LLC – Part of the NW ¼, NE ¼, Section 14, Town of Rubicon. Request to waive the County’s preliminary plat requirement for the Plat of Old Stone Bridge Estates and to proceed with the submission of the final plat for approval.

Motion by Bobholz to waive the preliminary plat requirement for the Plat of Old Stone Bridge Estates with the condition that a final plat is submitted in accord with the Code requirements and the state statute requirements.

Second by Behl    Vote: 4-0        Motion carried.

**Administrative Business**

Discuss, consider and take action on County Board Resolution for BU 811- Land Information Office fund balance transfer to support development of an Addressing Management Strategic Implementation Plan.

Joyce Fiacco provided the Committee with information on the Department’s request to secure professional services to evaluate the County’s existing address management

systems and to assist the Department in developing an Addressing Strategic Implementation Plan to manage the County's site addresses. Fiacco emphasized that addresses play a critical role in many of the county's functions such as assessments, tax collection, delivery of emergency and social services, recording of documents and permitting functions in addition to supporting mail and package delivery, utility companies and local businesses. Fiacco noted that the County's site address data is currently being maintained in several separate databases, each designed for a specific business purpose. The proposed addressing management strategic implementation plan will enable the creation, management and maintenance of a single high quality address database repository which can be used by several of the County's Departments and the Public for their address related processes.

Fiacco indicated that the proposed expense to hire a consultant was not included in the 2014 budget as it was originally intended to be included in the 2015 budget. However, after careful review and consideration of the amount of time that will be required to evaluate, combine and manipulate the existing data and technology currently used by the County, it has been determined that it will be critical to begin the development of this system this fall so that the staff can begin work in the early part of 2015. Fiacco indicated that a resolution from the Land Information Committee is being presented to the County Board requesting a transfer of \$21,325.00 in uncommitted funds from Business Unit 811 (Land Information Office) to support the development of the addressing management strategic Implementation plan. Fiacco asked for the Committee's support of the joint resolution to be presented to the County Board. She indicated that there are sufficient funds available in the Business Unit 811 assigned fund balance which is funded by accrued retained fees that have been set aside to accomplish such a task. The use of these funds for this purpose is consistent with the intent of the Wisconsin Land Information Program and the Dodge County Land Information Plan. The Land Information Council recommended and the Land Information Committee approved this request for a Finance Committee Fiscal Impact Review at a joint meeting held on August 8, 2014. There was additional discussion on the merits for a single address repository and the reasons why there is an immediate need for the planning to begin this year.

Motion by Bobholz to jointly support with the Land Information Committee, County Board Resolution No. 14-34 regarding the transfer of \$21,325.00 from Business Unit 811 - Information Office Fund Balance to support the development of an addressing management strategic implementation plan.

Second by Schaefer      Vote: 4-0      Motion carried.

2. The minutes from the July 21, 2014 meeting were reviewed by the Committee.

Motion by Grebel to approve the minutes as written.

Second by Bobholz      Vote: 4-0      Motion carried.

3. No Committee Member Reports
4. No additional Per Diems

Motion by order of the Chair to adjourn the meeting.

Meeting adjourned at 9:05 p.m.

Respectfully Submitted,

  
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Allen Behl, Secretary

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