

**GREEN LAKE COUNTY  
LAND USE PLANNING AND ZONING  
COMMITTEE MEETING MINUTES  
Thursday, February 4, 2021**

**CALL TO ORDER**

Planning & Zoning Chair Curt Talma called the meeting of the Land Use Planning and Zoning Committee to order at 4:30 p.m. in the Green Lake County Government Center, County Board Room #0902, Green Lake, WI. The requirements of the open meeting law were certified as being met. Public access was available via remote programming as well as in person.

Present: **Bill Boutwell, Chuck Buss, Don Lenz, Harley Reabe, Curt Talma (Zoom)**

Absent: **None**

Also Present: **Matt Kirkman, Land Use Planning and Zoning Director  
Liz Otto, County Clerk**

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**APPROVAL OF MINUTES**

*Motion/second (Boutwell/Lenz)* to approve the minutes of the January 7, 2021 meeting with no additions or corrections. Motion carried with no negative vote.

**DEPARTMENT ACTIVITY REPORTS**

**a. Financial reports**

Matt Kirkman gave an update on the financial reports through December 2020.

**b. Permits**

Matt Kirkman updated the committee on the land use and sanitary permits issued in December 2020.

**c. Violations**

Matt Kirkman informed the committee of the current status of land use and POWTS violations.

**STAFF UPDATE – ADMINISTRATIVE ASSISTANT**

Matt Kirkman stated that he is working with the County Administrator's office to update the current job description and change the position to include more zoning duties.

*Motion/second (Reabe/Boutwell)* to recess at 4:45. Motion carried with no negative vote.

*Motion/second (Boutwell/Lenz)* to reconvene at 5:00 PM. Motion carried with no negative vote.

**PUBLIC HEARING – 5:00 PM**

Chair Talma read the rules for the Public Hearing

- Applicant: Green Lake County Land Use Planning & Zoning Committee  
Explanation: Amend Code of Green Lake County, Chapter 315, Land Division & Subdivision Ordinance: more specifically, to include the County Coordinate System for certified survey maps and plats, clarify exceptions from certified survey maps, update considerations in plat and certified survey map review, and update the violations and penalties section.

Chair Talma called for public input. None provided.

Chair Talma closed public comment.

Matt Kirkman presented Staff Comments. Discussion held.

**Motion/second (Boutwell/Buss)** to approve the ordinance amendments as presented and forward to County Board for final approval. Motion carried with no negative vote.

- Applicant: Green Lake County Land Use Planning & Zoning Committee  
Explanation: Amend Code of Green Lake, Chapter 300, Floodplain Zoning Ordinance; more specifically, to adopt the “The Dam Failure Analysis (DFA) for the Green Lake Dam” prepared by Donohue & Associates, Inc., dated June 18, 1990.

Chair Talma called for public input. None provided.

Chair Talma closed public comment.

Matt Kirkman presented Staff Comments. Discussion held.

**Motion/second (Lenz/Buss)** to approve the ordinance amendments as presented and forward to County Board for final approval. Motion carried with no negative vote.

Chair Talma closed the Public Hearing.

#### **FUTURE COMMITTEE ACTIVITIES**

- a. Future agenda items –
- b. Next meeting date – March 4, 2021

#### **ADJOURN**

Chair Talma adjourned the meeting at 5:27 PM.

**Respectfully submitted,**

**Liz Otto  
County Clerk**