

**County Zoning Agency**  
MINUTES  
**May 17, 2022 (Tues) – 3:30 P.M.**  
100 West Walworth Street  
Elkhorn, Wisconsin

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Chairman Ryan Simons called the meeting to order at 4:30 p.m.

Roll call – Committee members present in person were Supervisors Ryan Simons, Dennis Karbowski, Joanne Laufenberg, Al Stanek, and citizen members Richard Kuhnke, Sr. and Jim Van Dreser. Supervisor Sue Pruessing arrived at 3:42 p.m. A quorum was present.

County Staff present – Land Use and Resource Management Department Director Michael P. Cotter, Senior Planner/Hearing Facilitator Matt Weidensee, Senior Zoning Officer Nicholas Sigmund, Senior Urban Conservation Specialist Heather Marquardt, Deputy Director Mandy Bonneville, Corporation Counsel Hailey Johnson.

A “sign-in” sheet listing attendees on May 17, 2022 was not presented due to the continued COVID-19.

Details of the May 17, 2022 Training meeting / hearing are on a digital recording which is on file and available to the public upon request / video to view in the agenda center on the website: [www.co.walworth.wi.us](http://www.co.walworth.wi.us)

**Dennis Karbowski motioned to approve the agenda. Seconded by Joanne Laufenberg. Motion to Approve the agenda carried. 5-favor 0-oppose**

**Discussion by Staff summarizing the purpose of the meeting today.**

**Staff introductions.**

**Staff provides Committee members guidance on handling public questions and comments regarding matters scheduled with the County Zoning Agency. Questions by committee regarding situations and handing public questions with response by Staff.**

**Matt Weidensee provides summary information concerning rezoning property and the granting of conditional uses on petitions filed by property owners, and a review of some of the criteria used and processes followed to make decisions. A brief summary of Board of Adjustment process is given and its potential relation to CZA hearings.**

**Nick Sigmund provides summary information concerning platting and the processes in place for subdivisions and land splits and the different uses for the differing platting tools.**

**Heather Marquardt reviews the duties for non-metallic mining/reclamation plans and stormwater plans that may interact with the CZA granting of conditional uses. Committee has questions concerning non-metallic mining and reclamation permitting and bonding required.**

**Staff provides brief history of the evolution of zoning throughout Walworth County providing the governance for what happens on lands in the county. Zoning regulates what occurs on**

**certain zoned lots to provide the health, safety and welfare of individuals throughout Walworth County.**

**Staff requests Committee to review the information provided concerning Act 67 and its effects on the Committee's decisions.**

**Discussion by Staff regarding court case decision and the return for a public hearing. The applicant is working with staff for the coming hearing. Corp Counsel Haley Johnson discusses the Decision and the need to have any decision made being supported to the conditions presented.**

**Question by Committee member VanDreser regarding letters of concern received by staff and statements by staff indicating availability. Staff will discuss options regarding letters received and the possibility of guidelines for providing letters regarding an item.**

**Committee and Staff discuss the process of decision making and statements made to support motions made in support or against any request.**

**Adjournment**

**Al Stanek motioned to adjourn. Seconded by Jim VanDreser. Motion carried.  
6-favor 0-oppose**

The meeting was adjourned at 5:22 p.m.

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Submitted by Sheril Oldenburg, Recording Secretary.  
Minutes are not final until approved by the committee at its next meeting.