

**County Zoning Agency**  
MINUTES  
**April 26, 2022 (Tues) – 4:30 P.M.**  
100 West Walworth Street  
Elkhorn, Wisconsin

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LURM Director Michael Cotter called the meeting to order at 4:30 p.m.

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

County Staff present – Land Use and Resource Management Department Director Michael P. Cotter, Senior Planner/Hearing Facilitator Matt Weidensee. Present for a portion of the meeting / hearing Senior Zoning Officer Nicholas Sigmund.

A “sign-in” sheet listing attendees on April 26, 2022 was not presented due to the continued COVID-19 threat.

Details of the April 26, 2022 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)

**Chairperson nominations**

**Sue Pruessing motioned to nominate Supervisor Ryan Simons for Chairperson. Second by Jim VanDreser.**

**Richard Kuhnke, Sr. motioned to close nominations for Chairperson. Second by Sue Pruessing. Motion carried. 6-favor 0-oppose**

**Chairperson elections**

**Sue Pruessing motioned to elect Ryan Simons to the position of Chairperson. Motion carried. 6-favor 0-oppose**

**Vice-Chairperson nominations**

**Dennis Karbowski motioned to nominate Supervisor Sue Pruessing as Vice-Chair. Second by JoAnne Laufenberg.**

**Jim VanDreser motioned to close nominations for Vice-Chair and elect Sue Pruessing as Vice-Chair. Second by JoAnne Laufenberg. Motion carried. 6-favor 0-oppose**

**Vice Chair Sue Pruessing continues the CZA Meeting.**

**Role of the County Zoning Agency – Discussion of the various issues that arise in Walworth County and the role of the members. Introduction of Land Use & Resource Management staff and roles by Michael Cotter.**

**Richard Kuhnke, Sr. motioned to approve the agenda as amended to table items 8.b.3) DECISION HEARING: Christian League for the Handicapped, Inc. dba Inspiration Ministries – Owner, Abbey Provident Venture, LLC and 9.f.3.) Net Worth, LLC C/O Chad**

**J. Karl – Owner. Seconded by Jim VanDreser. Motion to Approve the agenda carried.  
6-favor 0-oppose**

**Richard Kuhnke, Sr. motioned to approve the March 17, 2022 CZA Meeting Minutes,  
amending attendance to indicate Richard Kuhnke, Sr. was absent. Seconded by Dennis  
Karbowski. Motion carried. 6-favor 0-oppose**

Zoning / Sanitation / Land Conservation Enforcement  
Disc Count # 4:48:31 – 4:52:06

Subdivision Items – Old Business – None

Subdivision Items – New Business –

1. **Norine Smyth** correction affidavit request on lot 4 of Certified Survey Map #1323, also identified as Tax Parcel # IA132300004. The property is located in Sections 11 and 14, Town 1 North, Range 17 East, Town of Linn. The applicant is requesting the County Zoning Agency allow partial release of an ingress/egress easement as previously identified on the Certified Survey Map.

**Nick Sigmund presents request.**

**Paul Van Henkelum/Cardinal Engineering speaks regarding the request.**

**Jim VanDreser motioned to approve with the following conditions: 1.) ~~Approval is subject to the surveyor confirming S. 236.295(1)(c), WIS. STATS. is the proper citation for this Affidavit of Correction;~~ 2.) ~~Approval is subject to correcting typo of “persuant” to “pursuant” prior to recording;~~ 3.) ~~Approval is subject to adding a County Zoning Agency approval certificate to the proposed Affidavit of Correction;~~ 4.) ~~Approval is subject to adding a label or legend to the correction map, making it clear that the cross hatched area is the area to be discontinued with the proposed Affidavit of Correction;~~ 5.) Approval is subject to the applicant recording the Affidavit of Correction, with revisions stated above, at the Register of Deeds Office; 6.) 2.) Approval is subject to recording the Modification and Partial Release of Easement document with the Register of Deeds Office; 7.) 3.) Approval is subject to meeting all applicable State Statutes and County Ordinances. Seconded by JoAnne Laufenberg. Motion carried. 6-favor 0-oppose.**

Disc Count # 4:52:13 – 5:01:52

Request by Vice-Chair to hear Old Business-Discussion Items before the Old Business – Ordinance Amendment. Approved by the Committee.

Old Business – Discussion Items – (Being heard BEFORE Old Business – Ordinance Amendment)

1. **Anthony and Michelle DiMauro – Owners, Section 10, Sugar Creek Township. Conditional uses for Farm Food Service and Wedding Barn to discuss wording regarding on site liquor license. Part of Tax Parcel GA282100001.**

Revised 4-26-2022 to discuss the separate approvals regarding use of a liquor license. **See bold conditions.**

NAME: Anthony and Michelle DiMauro

TOWN: Sugar Creek

The property owners are requesting conditional use reviews and approvals for a farm family business wedding barn, farm food service and a farm school.

Farm food service would highlight products grown on the farm including beef, vegetables, honey, and eggs. Meals would be hosted as on the farm dining experience with the goal of connecting guests to where their food comes from and to create a relationship between them and local agriculture. The meals would be prepared by different local chefs on a rotating schedule. Chefs would operate under their own private catering licenses with food prepared in their own commercial kitchens and then brought back to the farm to be served. Items not grown or created on the farm would be breads, grains, fruits and dairy products. Meals would be paired with alcoholic beverages at times. Beverages would not exceed 24 oz. per person per event. Meals would occur no more than once per week during the growing season of May through October. Perhaps a few dinners would be served during the off-season with no more than four meals served between November through April. Ambient acoustic music would potentially be played in the background during the meals. Farm dinners would be held one day per week on either Thursday, Friday or Saturday evenings between 4 p.m. to 10 p.m. Farm brunches would be held on Sundays between 11 a.m. and 3 p.m.

The proposed Farm Family Business wedding barn would a portion of the barn shown on the site plan and the surrounding outdoor corridor as identified as a rentable small event venue with a maximum number of 90 guest. Events are proposed as graduation parties, wedding rehearsal dinners, bridal showers, baby showers and small weddings. The wedding barn would be available for rent Thursdays through Sundays 9 a.m. to 10 p.m. for 12 events per season.

The Farm School is proposed for the purpose of holding educational workshops related to what is done on the farm. Six workshops per season (May through October) are proposed. The workshops would be held regarding the following subjects:

- a. Beekeeping, crafts with beeswax, infusing honey.
- b. Flower arranging, flower growing, seed swapping, and flower pressing.
- c. Gardening, seed saving, crop planning.
- d. Watercolor painting
- e. Raising farm animals
- f. Fermentation and canning

All classes would take place in and around the lower wood barn. The entire barn is 30 ft. by 100 ft. the room inside the barn that would be used is 30 ft. by 32 ft. The outside corridor surrounding the event barn is 42 ft. by 120 ft.

Tax Parcel GA282100001.

Has been APPROVED subject to the following conditions:

General for a wedding barn:

1. Approved as per plan submitted for use of an existing barn and ancillary outdoor use for seasonal rental for family events (weddings, baby showers, anniversaries, family reunions, and similar family related events) as a Farm Family Business Wedding Barn with a maximum capacity of 90 guests with all additional conditions.
2. The Farm Family Business Wedding Barn in the A-1 zoning district is limited to a use that is conducted by the owner or operator of a farm that requires no buildings, structure or improvements other than the existing barn on the farm. The Wedding Barn is limited to two non-farm family employees and does not impair or limit the current or future agricultural use of the farm or of other protected farmland. Caterers and band members shall not be considered employees of the farm family business wedding barn if hired by the family renting the barn.
3. Farm Family Business wedding barn events shall be limited to 12 per year. The property owner shall keep of log of all family events held in the barn including the name of the family, purposes of the gathering, dates, times and total capacity

proposed. The property owners shall make the log available to the Town and or County upon request. This conditional use approval is subject to annual review.

4. The site must meet all applicable Federal, State, County and local regulations.
5. Rental of the family event barn shall be by appointment only.
6. The barn must have been in existence on site as an agricultural structure five years prior to the request to use the barn for family events.
7. The structural design of the barn shall remain as a barn or (as it existed as a barn) with the exception of electrical, plumbing and ADA requirements necessary to meet the commercial building code. There shall be no furnaces, air conditioning or kitchens etc. installed in the barn.
8. The capacity of the wedding barn shall be no greater than that allowed by the State Commercial Building Code/Fire Code including caterers, band employees, and staff.
9. The property owner shall provide a copy of the commercial building permit and fire code permit approval from the appropriate building inspector/fire inspector for the County file prior to use of the barn for approved events. Bathrooms: No more than 2 bathroom stalls in a building. Portable toilets shall be provided for additional service and a pumping contract shall be provided to the county to assure maintenance and removal at the end of the season.
10. All food and beverages shall be brought on site by the family renting the barn for the specific family event or by a caterer hired by the family renting the barn.
11. **No permanent liquor license shall be applied for or issued for the premises under this approval as a farm family business-wedding barn.** The wedding barn shall not become a bar/tavern.
12. Alcoholic beverages sold on site must be purchased from and dispensed by a licensed provider. All alcoholic beverages sold on site must be served by a certified bartender in compliance with all laws and regulations established by appropriate governmental units including no service to underage or intoxicated guests.
13. No retail sales other than beverages during an event shall be allowed on site.
14. There shall be a detailed approved site plan identifying outdoor areas used for a farm family business wedding barn use such as but not limited to outside cooking, bonfires, outdoor music, party tents, the parking area and portable toilets if provided.
15. Outdoor bonfires shall be in an acceptable location within a fire ring as specified on the site plan.
16. There shall be no fireworks or firework displays launched from the Farm Family Business wedding barn during events.
17. Event hours shall be from Friday and Saturday from 9:00 a.m. to 12:00 a.m. (midnight) and Sundays 9:00 a.m. to 6:00 p.m. during the months of May, June, July, August, September and October.
18. Garbage shall be removed from the property on the Monday after the event, at the latest.
19. Parking shall be made available on site during the use of the wedding barn for family events. There shall be no parking on the public or private streets. Exclusive (non-burdened) access to the parking area must be provided. All parking shall meet the size, setback and separation distances of the County Zoning Ordinance. All parking must be graded and surfaced to be dust free. All parking must occur in the areas identified on the approved plan. All parking shall be marked on site by post and rope marking at a minimum.
20. Adult supervision must be present at all times when facilities are in use.
21. The property owner shall be responsible for obtaining adequate liability insurance and keeps the insurance current during the life of this conditional use.
22. The applicant shall obtain a Walworth County sign permit prior to placement of any sign on site. Signage is limited to one sign per parcel and does not exceed nine square feet in area, is located at least five feet from the road right-of-way, at least ten feet from a side property line and shall not exceed six feet in height and shall be located at least 50 feet from any intersection.
23. All lighting must be shielded and directed on to the property and extinguished at the close of each day's event.

24. The applicant must obtain an approved Land Disturbance, Erosion Control and Stormwater permit from Land Conservation if required by Ordinance.
25. Any changes in the proposed use of the property shall require additional Town and County approvals including potential need for a rezone review and new decision to a zone district that allows public assembly prior to continued operations. A rezone and conditional use approval will be required for any proposal to expand the facilities beyond the use of existing barn and designated outside area.
26. This conditional use for a farm family business wedding barn shall be subject to an annual staff zoning review for compliance with zoning issues subject to an annual \$100 zoning request review fee.
27. There shall be no more than four pets allowed on site at any time without approval for a kennel from the Town and County.
28. The conditional use only applies to the use of the barn and outside area. There shall be no wedding barn use of the house.
29. If the Land Management Department determines that changes in either the character of the use or the intensity of the use are not consistent with this approval, then those changes must be brought before the County Zoning Agency for approval.
30. Failure to actively exercise this conditional use within three years of the approval date shall result in automatic dismissal without prejudice. The property owner may request a time extension for actively exercising the conditional use. A time extension for actively exercising the conditional use must be requested in writing during the original three year period. Any extension requested during the three year active exercise period greater than one year beyond the original three year period shall require additional Town and County committee approvals.
31. The owner of the property shall release, indemnify and hold harmless Walworth County and its agents and employees from all liability, claims, demands, causes of action, costs, or losses for personal injuries, property damage or loss of life or property as a result of exercising this approval.

Specific:

General for a Farm Food Service:

General:

1. Approved as per plan submitted for farm food service as meals hosted as on the farm dining experience highlight products that are grown on the host farm including beef, vegetables, honey, and eggs with all additional conditions.
2. Dinners on the farm shall be limited to 90 patrons per event.
3. Different local chefs on a rotating schedule shall prepare the meals. Chefs would be allowed to operate under their own private catering licenses with food products from the farm prepared in the chefs own commercial kitchens and then brought back to the farm to be served.
4. The approval for farm food service is limited to sales of ancillary non-agricultural and agricultural items not produced on the farm subject to a detailed plan. The items not grown or created on the farm would be breads, grains, fruits and dairy products.
5. **Meals paired with alcoholic beverages shall not exceed 24 oz. of beer or wine per person of legal alcoholic beverage drinking age per meal event.**
6. Evening meals would occur no more than once per week during the growing season of May through October. Farm dinners shall be allowed on either Thursday, Friday or Saturday evenings between 4 p.m. to 10 p.m.
7. Four off-season meals shall be allowed to be served between November through April during the same days and hours of the seasonal meals.
8. Farm brunches shall be allowed to be served on Sundays between 11 a.m. and 3 p.m. during the same season as the seasonal evening meals
9. No non-approved business activities may be conducted from out of the facilities.

10. Storage shall be limited to material and goods directly associated with business. There shall be no outside storage.
11. Outside use shall be limited to that described in the plan of operations.
12. The site must meet all applicable Federal, State, County and local regulations.
13. Outside lighting shall be shielded and directed on site.
14. The applicant must obtain all required zoning permit approvals including sign permit approval.
15. The number of employees shall be limited to the owners and two (2) non-farm family employees.
16. There shall be no outside music or outside amplified sound on site.
17. The property owner must maintain adequate liability insurance during use of the property and keeps the insurance current during the life of this conditional use.
18. The applicant must obtain a County Land Disturbance Erosion Control and Stormwater Management Permit from the County Conservation Office if required by the ordinance.
19. Parking for farm food service must occur in the areas identified on the approved plan. Parking must meet with requirements of the county zoning ordinance. All parking must be graded and surfaced to be dust free. All parking must be compliant with County requirements.
20. The property owner must obtain the required County sanitary permit approval for facilities to be located on site.
21. The project site must be kept neat, clean, and mowed.
22. The owners of the property shall release, indemnify and hold harmless Walworth County, the Town of Walworth and their agents and employees from all liability, claims, demands, causes of action, costs, or losses for personal injuries, property damage or loss of life or property prior to this conditional use being valid.
23. If the Land Management Department determines that changes in either the character of the use or the intensity of the use are not consistent with this approval, then those changes must be brought before the County Zoning Agency for approval.
24. Failure to actively exercise this conditional use within three years of the approval date shall result in automatic dismissal without prejudice. The property owner may request a time extension for actively exercising the conditional use. A time extension for actively exercising the conditional use must be requested in writing during the original three year period. Any extension requested during the three year active exercise period greater than one year beyond the original three year period shall require additional Town and County committee approvals.

Specific:

25. The property owner shall provide a copy of approval from the appropriate building inspector for the County file prior to use of the structure.
26. The property owner shall provide a fire protection plan that has received review from the fire department and submit a copy for the conditional use file prior to use of the buildings.
27. All music played on a farm shall be acoustic with no amplified sound system. Music shall be allowed for ambiance, free for the event, with no ticket sales.

General for a farm school:

1. Approved per plans submitted for a farm school with all additional conditions.
2. Outdoor lighting shall be shielded and directed on site.
3. The farm school shall not have more than 40 students present on site at one time.
4. The school shall be responsible for maintaining proper liability insurance at all times on the property.
5. Must meet all Federal, State, County and local regulations.

6. Access shall be as indicated on the approved plan.
7. The owner shall obtain Land Disturbance, Erosion Control and stormwater approval if required by Ordinance.
8. If the Land Management Department determines that changes in either the character of the use or the intensity of the use are not consistent with this approval, then those changes must be brought before the County Zoning Agency for approval.
9. Failure to actively exercise this conditional use within three years of the approval date shall result in automatic dismissal without prejudice. The property owner may request a time extension for actively exercising the conditional use. A time extension for actively exercising the conditional use must be requested in writing during the original three year period. Any extension requested during the three year active exercise period greater than one year beyond the original three year period shall require additional Town and County committee approvals.

Specific:

10. The property owner shall receive and keep record of permission slips. The permission slips are to be signed and dated by the legal guardians for the days any child shall be present on site without a legal guardian.
11. Six workshops per season (May through October) are allowed to be held regarding the subject matter as expressed in the application narrative during the times specified as follows: The Farm School is proposed for the purpose of holding educational workshops related to what is done on the farm. The workshops would be held regarding the following subjects:
  - a) Beekeeping, crafts with beeswax, infusing honey.
  - b) Flower arranging, flower growing, seed swapping, and flower pressing.
  - c) Gardening, seed saving, crop planning.
  - d) Watercolor painting
  - e) Raising farm animals
  - f) Fermentation and canning
12. All classes would take place in and around the barn as specified on the site plan. The entire barn is 30 ft. by 100 ft. The room inside the barn that would be used is 30 ft. by 32 ft. The outside corridor surrounding the event barn is 42 ft. by 120 ft.
13. The conditional use shall return to the Walworth County Zoning Agency for a one-year staff review.

Dated this 21<sup>st</sup> day of October, 2021.

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COUNTY ZONING AGENCY  
RICK STACEY, CHAIRMAN

cc: Town of Sugar Creek, Dale Wuttke, Chairman, N6641 County Road H, P.O. Box 287, Elkhorn, WI 53121  
Town of Sugar Creek, Diane Boyd, Clerk, N6641 County Road H, P.O. Box 287, Elkhorn, WI 53121

**Staff presents request.**  
**Attorney Ted Johnson appears for questions.**

**JoAnne Laufenberg motioned to approve the amendment as proposed and forward decision letter to the Town. Seconded by Dennis Karbowski. Motion carried 6-favor 0-oppose.**

Disc Count # 5:02:24 – 5:19:22

2. **WILLOW RUN RV Condominium Association – Owner, Dan Christianson – President of Willow Run Board of Directors – Applicant, Section 13, Sugar Creek Township. Amendment of an existing conditional use for a Planned Campground Development to allow for a year round caretaker quarters/property manager in one of the campground units. Tax Parcels GWR-All.**

**Amended 4-26-2022 to allow one unit of the campground to be used for a caretaker's quarters.**  
**Amended 10-21-10**

NAME: WILLOW RUN RV CONDOMINIUM ASSOCIATION

TOWN: SUGAR CREEK

A conditional use permit to bring an existing condominium campground into compliance with the requirements of the Walworth County Zoning Ordinance as specified in Chapter 74, Division 4, Walworth County Code of Ordinances, on lands zoned B-5 Planned Commercial Recreation Business District, and described as follows:

All Tax Parcel #'s starting with GWR

Has been APPROVED subject to the following conditions:

1. The Conditional Use for a condominium campground is approved as per the plan submitted **and amended 4-26-2022 to allow for a caretaker's quarters** subject to this conditional use approval
2. This approval is for a broad scoping master conditional use for the condominium campground as a whole and individual conditional uses for each unit within the condominium plat. The County may take enforcement actions against the conditional use for the condominium as a whole and or the individual unit conditional uses up to and including rescinding actions.
3. Use of the grounds shall be limited to normal camping use as stated in the plan of operations. The camping units shall not be used as a permanent residential home. Establishing permanent residency in Willow Run shall be a violation of this condition, resulting in the revocation of that unit's conditional use permit. **Permanent residency is further defined as: Occupancy of any unit of 62 days or more during the official non-camping season which is any time between October 15 and April 15, or based upon the totality of the circumstances the resident uses the property in a manner consistent with the use of a primary home. Unit owners shall provide the required documentation or other documentation as requested by the Willow Run Board of Directors for determination of compliance. The Willow run Board of Directors may choose from subparagraphs a, b, or c to determine a unit owners compliance with residency. Self verification in satisfaction** of this condition shall be required by each individual unit owner and /or occupant on an annual basis. The verification information shall be provided to the Board of Directors for Willow Run Condominium Association, who shall then provide the same information to the Walworth County Zoning Agency for filing. Verification can be established by satisfying one of the following subparagraphs a. through c. Satisfying of subparagraphs a. through c. does not create the right for a unit owner or occupant to become a permanent resident.
  - a. All unit occupants shall submit a notarized residency affidavit to the Condominium Association stating that the camping unit shall not be used as a permanent residential home. If at any time the unit is established to be a permanent residence, the unit occupant understands that ~~its~~ **their** conditional use permit may be rescinded by the Walworth County Zoning Agency. It shall be the unit occupant's obligation to keep the residency affidavit and accompanying information current with the Condominium Association. The residency affidavit shall be accompanied by ~~verification~~ **documentation** of off site residency including a minimum of one of the following from each of two groups.
    - i. Group One:
      1. Automobile Registration
      2. Voter Registration
      3. Drivers License Registration
      4. **State Identification Card**
    - ii. Group Two:
      1. Homestead/Lottery Credit
      2. Income Tax Return, which substantiates permanent residency of unit owner
      3. **Real Estate tax bill for Willow Run Property sent to permanent residency address**
      4. **Utility bills**
  - b. A Willow Run Nomad lives in their own motor home, 5th wheel or other mobile unit when absent from Willow Run. The Nomads may use his/her Willow Run address as a permanent residence address, but not a permanent residential home by leaving the unit/Willow Run for at least 120 consecutive days. Proof of such absence in the form of rental receipts and/or Willow Run utility bill will be required.
  - c. Unit owners who have been granted a permanent resident status under the September 22<sup>nd</sup>, 1995 agreement with the County may continue to reside at their current unit until such time as they move from the unit or the unit title is transferred to a new owner. The Condominium Association shall keep record of all such units/owners and



provide a list to the County on a yearly basis. The unit owner shall be responsible for notifying the Condominium Association of any change in unit ownership, which would affect their residency status.

4. The applicant shall be responsible for meeting all requirements of the Condominium Ownership Act (State Chapter 703) and the County Subdivision Control Ordinance. The transfer of ownership of any units may only include, therewith, a fractional interest in the site on which the unit is located and such transfer shall not result in the subdivision of minor subdivision as defined under the Walworth County Subdivision Control Ordinance.
5. This Planned Residential Development (PRD) is approved as a 251-unit condominium subject to a condominium declaration. The proper preservation, care and maintenance by the original and all subsequent owners of the exterior design of the condominium and all common structures, facilities, essential services, access and open spaces shall be assured by deed restriction referencing the condominium declaration.
6. Use of the common area, private areas and limited common areas shall be restricted to those identified in the plan of operations and the approved condominium declaration.
7. The Condominium declaration must be submitted to the County Land Use and Resource Management Department for filing. Any changes to the condominium declaration, which affect the County's interests therein, must be approved by Walworth County Zoning prior to the effectiveness of the amendment.
8. There shall be no alterations of the shoreland setbacks or wetlands without obtaining County required approvals.
9. The interior campground roads and parking shall meet with the requirements of the zoning code. All road maintenance shall be conducted as agreed to and specified in the plan of operations.
10. The declaration for the Condominium Association must assure that sewerage waste load will not increase over time without providing necessary sewerage capacity.
11. **The applicant must obtain a Land Disturbance, Erosion Control & Stormwater approval from Land Conservation Office prior to construction. All stormwater amenities and areas shall be identified as common areas to be maintained by the Condominium Association. All grading must be conducted consistent with the approved Land Disturbance Erosion Control and Stormwater Management plan. All topsoil generated from the site must be evenly distributed back onto the site on the areas from which it was removed or in areas in need of the topsoil. The quantity of topsoil generated from one lot may not be located on another lot within the development at the expense of the lot from which the topsoil was generated. No materials may be removed from the site.**
12. The applicant shall submit an outdoor lighting plan for review and approval prior to construction. All lighting shall be shielded and directed on site.
13. The property owner shall be held solely responsible for addressing all restrictive covenants beyond those enforceable by County regulations (including those within the condominium declaration). The Condominium declaration must be submitted to the County Land Use and Resource Management Department for review for consistency with County ordinances and requirements and the conditional use approval. Any wording of the condominium declaration, which in the opinion of the County Land Use and Resource Management Department is inconsistent with County approvals including the plan, amended narrative, ordinances or requirements will require County conditional use review and approval.
14. All camping shall occur in the units as identified on the plan.
15. The project must meet with all State, Federal and local approvals.
16. Hours of operation shall be as stated in the plan of operations. The Condominium Association shall implement quiet hours after 12:00 a.m. until 6:00 a.m. every day.
17. Sufficient adult supervision must be present at all times when the camp is used by children.
18. The total capacity of the camp shall be as identified in the plan of operations.
19. All perimeter fencing shall be maintained as identified on the project plan.
20. The Condominium Association must obtain adequate liability insurance and keep the insurance current during the life of this conditional use.

21. Parking must meet with requirements of the county zoning ordinance. All parking across from residential zoning must be setback 25 feet from the roadway. All parking must be in compliance with County requirements within 60 days of this approval.
22. If the Land Management Department determines that changes in either the character of the use or the intensity of the use are not consistent with this approval, then those changes must be brought before the County Zoning Agency for approval.
23. The County reserves the right to rescind this conditional use upon any violation of County regulations.
24. The Willow Run Condominium Association shall establish an acceptable interim enforcement strategy and schedule for bringing the condominium camp and individual units into compliance with the Walworth County Zoning Ordinance. The interim enforcement strategy and schedule shall be submitted to the County for review and approval. The Condominium Association interim enforcement strategy and schedule may establish temporary waivers for violation of the permanent residency prohibitions per unit within the camp between September 1, 2008 and August 31, 2010 subject to a fine in the amount of \$150.00 per year. The County will not take enforcement actions regarding existing residency violations at Willow Run Condominium Camp so long as the Association and individual unit owners abide by the interim enforcement strategy and schedule. Starting September 1<sup>st</sup>, 2010 it is intended that the Willow Run Condominium Campground and individual units within the campground will be in compliance with this conditional use and the Walworth County Zoning Ordinance.
25. The Condominium Association shall provide an updated master plan for the entire campground within one year of this approval. The updated master plan shall be drawn to scale and show all structure located within the condominium campground. The County shall provide the base map to be updated by the Condominium Association to ensure a usable scale for future referencing of updates and amendments. If the Condominium Association fails to submit an updated master plan following one year from this approval then the County shall seek dismissal of the conditional use for the condominium campground. This condition does not require the accuracy of a surveyor and as such, a surveyor is not required by the County to satisfy this condition.
26. The County will review the updated master plan subject to the 1998 structural grandfathering agreement and require all structures that have not received zoning permit approval to obtain an after the fact zoning permit if they comply with the required zoning regulations. If structures are identified on the updated master plan that do not meet the required zoning regulation or have not obtained a zoning permit, the County will send notice to the unit owner indicating that the structures will be required to be removed or brought into compliance with the zoning regulations within 6 months of the County review of the updated master plan. Failure to bring the individual unit conditional use into conformance with the updated master plan shall result in a County request for rescinding of the individual unit conditional use. If the individual conditional use is rescinded the unit owner will be required to remove all structures from the individual unit and vacate the condominium campground.
27. The master plan updates may be submitted in phases to Walworth County. Those phases shall be reviewed by the County forthwith for compliancy with the current zoning code. Once the updated master plans are approved, those units may request and receive zoning permits for new construction.
28. The applicant must obtain all required zoning permit and sanitary approvals prior to any construction on site. All applications for zoning permits shall be signed by the Association president/designee prior to submittal to the County Land Use and Resource Management Office for zoning permit review. The Association signature shall constitute notification to the Association of the unit owner's intent to seek zoning permit approval for the proposed structure and shall not constitute County zoning permit approval for the structure. The Zoning Office prior to issuance of a zoning permit shall further review all structures existing and proposed on the unit. All structures will be required to meet the requirements of the zoning ordinance. After County zoning permit approval, the plan for the proposed structure to be added to an individual unit must be submitted to the Condominium Association for inclusion in the master conditional use plan for the campground. A unit owner's failure to provide a copy of the approved zoning permit and plan to the Condominium Association shall be a violation of the individual unit conditional use and shall be enforceable under the County Zoning Ordinance.
29. The Condominium Association shall submit a list of all Condominium Association board members names and contact information to the County and Town and keep the list current after any election or replacement of board members.
30. Walworth County Zoning Agency understands and recognizes that this development has been approved, developed and improved in 1983.

Dated this 16<sup>th</sup> day of October, 2008.

Staff presents request. Discussion by Staff regarding the current ordinance prohibiting continuous year-round occupation of a camp unit. Staff discusses suggested ordinance amendment and parameters to be addressed.

Dan Christensen/Willow Run Assoc. speaks regarding the application and the water and sewer systems and current conditions at the site.

Al Stanek motioned to have staff prepare ordinance amendment language allowing for a caretaker in a planned campground for committee review. Seconded by JoAnne Laufenberg. Motion FAILED. 3-favor (voting in favor: JoAnne Laufenberg, Al Stanek, Sue Pruessing) 3-oppose (voting in opposition Jim VanDreser, Richard Kunhnke, Sr. and Dennis Karbowski).

Jim VanDreser motions to have staff meet with the applicant to discuss alternatives available for a caretaker without an ordinance amendment. Seconded by Al Stanek. Motion carried. 6-favor 0-oppose.

Disc Count # 5:19:25 – 5:50:06

**TABLED – AT OWNER/APPLICANT REQUEST**

- ~~3. DECISION HEARING: Christian League for the Handicapped, Inc. dba Inspiration Ministries – Owner, Abbey Provident Venture, LLC C/O Richard Donner – Applicant, Section 2, Walworth Township. Rezone approximately 4.13 acres of P-2 Institutional Park District land to the C-2 Upland Resource Conservation District with conditional use for a separate approximately 20.9 acres parcel for an existing recreational camp to operate as the Lake Geneva Hospitality Academy. Part of Tax Parcel E W 200013.~~

Moving back to Agenda Item 8.a.:

Old Business - Ordinance Amendments –

1. Richmond request for a “one-time event” ordinance amendment – Nick Sigmund

Staff discusses responses from various townships to the proposed ordinance amendment concerning one-time events. Discussion regarding the potential options for townships to be exempt, and sheriff being in favor but having concerns for keeping the roadways clear. Staff suggests to Table this matter to give Supervisor Ryan Simons an opportunity to speak on this matter.

Dennis Karbowski motions to TABLE to May. Seconded by Jim VanDreser. Motion carried. 6-favor 0-oppose.

Disc Count # 5:50:28 – 5:58:22

New Business - Ordinance Amendments –

1. Walworth County - Amendment to Section(s) 74-38, 74-55, 74-61,74-62, 74-64, 74-65, 74-74, 74-114, 74-118, and 74-131 of the Walworth County Code of Ordinances - Zoning and Section(s) 74-165, 74-178, 74-180, 74-181, 74-182, 74-188, 74-189, 74-191, 74-192, 74-203, 74-243, 74-247, and 74-263 of the Walworth County Code of Ordinances - Shoreland Zoning to clarify food truck usage, define junk yard, amend marina definition, allow 12 foot high sheds in planned campgrounds, amend parking requirements for residences and public assembly uses, and correct section references and typos.

**Staff reviews the proposed zoning ordinance amendment. This history of this amendment was provided to the new committee members and the reasoning for the vote.**

**Jim VanDreser motions to approve and send to County Board. Seconded by Richard Kuhnke, Sr. Motion carried. 6-favor 0-oppose.**

This item will move forward to the May 10, 2022 Walworth County Board for possible action.

Disc Count # 5:58:45 – 6:04:23

New Business – Discussion Items – None

6: 05 p.m.:

**Discussion regarding how the hearings are run with staff presentations and speakers on the applications, support and opposition.**

Ordinance Amendments –

1. Walworth County - Amendment to Section(s) 74-165, 74-174, and 74-241 of the Walworth County Code of Ordinances - Shoreland Zoning to incorporate 2021 Wisconsin Act 105 language and complete amendments required by WDNR for compliance with Wisconsin Administrative code NR115.

**Staff presents review of ordinance amendment.**

**Discussion by Committee regarding need to have the ordinance and consequences if not approved.**

This item will move forward to the June 16, 2022 Walworth County Zoning Agency meeting for possible action.

Disc Count # 6:11:36 – 6:25:40

Rezones with Conditional Uses – None

Rezones – None

Conditional Uses –

1. **George B. Carlson – Owner**, SE ¼ of Section 33, Sharon Township. Conditional use review and approval for a contractor storage yard for a landscaping business on property Zoned B-4 Highway Business District. Tax Parcel ASLIC 00003.

General:

1. Approved as per plan submitted for a contractor storage yard for a landscaping business with use of a temporary trailer for an office and a shipping container for storage of materials and equipment for the business with all additional conditions.
2. All uses of the site shall meet applicable Federal, State, County and local regulations.
3. Outside lighting shall be shielded and directed on site.
4. The applicant must obtain all required zoning permit approvals including sign permits.
5. The applicant must obtain the required town or Village Highway Department approval for any changes to the access.
6. No fill, debris, branches or leaves may be disposed of on-site outside.
7. All burning of waste wood materials shall obtain required burn approvals. There shall be no burning of waste oils or trash.
8. The applicant must obtain a County Land Disturbance Erosion Control and Stormwater Management Permit from the County Conservation Office if required by ordinance.
9. All parking and access to the site shall meet County requirements. All parking shall be installed according to County requirements within 60 days of this approval. Vehicle parking shall be located as identified on the approved plan of operations.
10. The project site must be kept neat, clean, and mowed. The site shall be maintained in a nuisance free condition. The owner shall be held solely responsible for the control of dust, odors, fire, vermin, insects, rodents, filth, fluid/oils spills, groundwater and surface water contamination and windblown materials resulting from past and future operations on this site.
11. Implementation of dust and noise control measures shall occur at all times on site.
12. On site hours of operation shall be from 6:00 a.m. to 6:00 p.m. with hours until 9:00 p.m. for return of equipment and materials from off site.
13. The operator shall obtain adequate liability insurance and keep the insurance current during the life of this conditional use.
14. No business activities other than specified in the plan of operations may be conducted from out of the facilities. There shall be no snow removal business allowed without additional conditional use approval.
15. No storage of chemicals, petroleum products and flammable materials shall occur on site unless stored in a containment facility meeting State requirements.
16. All flammable waste materials shall be stored in a non-flammable, enclosed container and be gated in a non-combustible fence.
17. The owner must provide a waste disposal plan stating where all trash, metal filings, drain oil and other fluids are disposed and shall follow the approved plan during operations on site.

18. Outside storage is limited to the type, quantities and location of material associated with the business as identified on the plan of operations.
19. No outside storage of chemicals shall occur on site.
20. No dumping of chemical waste shall be conducted outside of the building. All discharge of chemical waste to the holding tank or septic system shall be pre-approved by the County sanitarian.
21. The owner shall obtain approval of a pollution prevention plan from the County Land Conservation Office and a hazardous spill plan from the State if required by law.
22. No occupancy shall be allowed for the business activity approved by this conditional use until all conditions of approval are met.
23. Walworth County staff may conduct inspections necessary to ensure site is operated and maintained according to applicable regulations.
24. If the Land Management Department determines that changes in either the character of the use or the intensity of the use are not consistent with this approval, then those changes must be brought before the County Zoning Agency for approval.
25. Failure to actively exercise this conditional use within three years of the approval date shall result in automatic dismissal without prejudice. The property owner may request a time extension for actively exercising the conditional use. A time extension for actively exercising the conditional use must be requested in writing during the original three-year period. Any extension requested during the three-year active exercise period greater than one year beyond the original three year period shall require additional Town and County committee approvals.

Specific:

26. Only trucks, trailers and equipment owned by the property owner's landscaping business shall be allowed to be stored on site.
27. The County reserves the authority to require any outside stored materials to be removed from the site within 48 hours of a determination the storage is inconsistent with this approval, has become unsightly or is detrimental to human health and safety.
28. There shall be no expansion of this contractor storage yard without new conditional use approval.
29. There shall be no extension of use on-site into industrial use without first obtaining required industrial zone district approval. Approval of industrial zoning at this location is not guaranteed and would require consistency review with the Town and County Land Use Plans.

**Staff presents request.**

**George Carlson speaks regarding the application**

**Richard Kuhnke, Sr. motioned to approve. Seconded by Jim VanDreser. Motion carried. 6-favor 0-oppose.**

Disc Count # 6:25:48 – 6:30:17

2. **Buelah Sunsets, LLC C/O Steve Menza – Owner, Golden Tree Landscape Inc. – Applicant**, NW ¼ of Section 9, East Troy Township. Conditional use review and approval on land zoned R-1 Single Family Residential (unsewered) to disturb greater area than allowed by ordinance in the 35-foot shoreland buffer zone by review and approval of a specific conservation plan for removal of a frost heave on the lakeshore. Tax Parcel PCT 00001.

General:

1. Approved as per plan submitted to disturb greater area than allowed by ordinance in the 35-foot shoreland buffer zone by review and approval of a specific conservation plan for removal of a frost heave on the lakeshore with all additional conditions.
2. No outside storage areas shall be allowed.
3. On site hours of operation shall be from 6:00 a.m. to 6:00 p.m. Monday through Saturday.
4. Must meet all applicable Federal, State, County and local regulations.
5. The applicant must obtain all required zoning permit approvals.
6. No fill, debris, branches or leaves may be brought back and disposed of on site.
7. The applicant must obtain a County Land Disturbance Erosion Control and Stormwater Management Permit from the County Conservation Office. The applicant must submit and obtain approval of a restoration plan from the County Conservation Office.
8. All parking and access to the site shall meet County requirements.
9. The project site must be kept neat and clean.
10. If the Land Management Department determines that changes in either the character of the use or the intensity of the use are not consistent with this approval, then those changes must be brought before the County Zoning Agency for approval.
11. Failure to actively exercise this conditional use within three years of the approval date shall result in automatic dismissal without prejudice. The property owner may request a time extension for actively exercising the conditional use. A time extension for actively exercising the conditional use must be requested in writing during the original three year period. Any extension requested during the three year active exercise period greater than one year beyond the original three year period shall require additional Town and County committee approvals.

Specific conditions:

12. The special cutting permit shall expire upon completion of the restoration plan.
13. A more detailed site plan showing phasing of treatment areas shall be provided including a treatment schedule, treatment methods, disposal areas for the cuttings, replacement species density and diversity and methods of planting.
14. The cutting plan must comply with the following conservation standards:  
  
Restoration and Management of Declining Habitats (Practice Code 643)  
Shoreland Habitat (Practice Code 643 A (interim))  
Brush Management (Practice Code 314)
15. The special cutting plan and restoration plan shall require annual review and approval by the Conservation Office.
16. Cut and trimmed brush cannot be placed or disposed of within 75 feet of the ordinary high water mark of any water body or within any wetland.
17. All herbicides used on the treatment area will be transported, stored, used and disposed of according to the label instruction.
19. The Walworth County Land Conservation Division staff shall be permitted to enter the treatment area for the purpose of inspection for compliance with the cutting and restoration plan.
20. Modification of the cutting and restoration plan shall be approved by the Walworth County Land Conservation Division.
21. The Walworth County Land Conservation Division shall have the right to require additional prevention and sediment control best management practices to protect adjacent properties, wetland and waters, during treatment activities.

**Staff presents request.**

**Jim Good/Golden Tree Landscaping speaks regarding the application.**

**JoAnne Laufenberg motioned to approve. Seconded by Jim VanDreser. Motion carried. 6-favor 0-oppose.**

Disc Count # 6:30:32 – 6:37:08

**TABLED – NO TOWN DECISION**

3. ~~Net Worth, LLC C/O Chad J. Karl – Owner, NW ¼ of Section 12, Sugar Creek Township. Conditional Use permit review and approval for the construction of a storage building on land zoned B-2 General Business District. Part of Tax Parcel GBH-00001.~~
4. **Terry and LuAnn Smith – Owners, Joshua Basso – Applicant, SE ¼ of Section 17, Lyons Township. Conditional use review and approval to allow construction of a house and barn on a farm separation remnant parcel so the property can be sold to the applicant. Tax Parcel N LY1700001.**

General:

1. Approved per plan submitted to build a farm residence and build on a farm separation remnant with all additional conditions.
2. Must meet all applicable Federal, State, County and local regulations.
3. The applicant must obtain Township approval for access prior to construction on site.
4. No further land divisions of the parcel will be allowed without proper County approvals.
5. The buildings shall serve the stated agricultural purpose.
6. If the Land Management Department determines that changes in either the character of the use or the intensity of the use are not consistent with this approval, then those changes must be brought before the County Zoning Agency for approval.
7. Failure to actively exercise this conditional use within three years of the approval date shall result in automatic dismissal without prejudice. The property owner may request a time extension for actively exercising the conditional use. A time extension for actively exercising the conditional use must be requested in writing during the original three-year period. Any extension requested during the three-year active exercise period greater than one year beyond the original three-year period shall require additional Town and County committee approvals.

Specific:

**Staff presents request and indicates this is consistent with Farmland Preservation and County 2050 Land Use Plan being allowed as a farm related use.**

**Joshua Basso speaks regarding the application.**

**Speaking in OPPOSITION: Joseph Rasmussen.**

**Speaking in REBUTTAL: Joshua Basso**

**Questions and discussion by committee regarding zoning.**

**Jim VanDreser motioned to approve. Seconded by Dennis Karbowski. Motion carried. 6-favor 0-oppose.**

Disc Count # 6:37:11 – 6:52:10



Discussion by Staff to Committee regarding hearings and ordinance amendments and discussions with public.

**Adjournment**

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

The meeting was adjourned at 6:57 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.