

**CALUMET COUNTY**  
**PLANNING, ZONING & FARMLAND PRESERVATION COMMITTEE**  
**September 9, 2021**  
**THESE MINUTES ARE APPROVED**

**1. Meeting Announcement and Posting**

The meeting was properly announced and posted. Chair Hofberger called the meeting to order at 8:30 a.m.

**2. Roll Call**

Committee Members present: Hofberger, Budde, Deiter, Kleckner, Kesler, Geiser, Ott  
Staff Members present for all or part of the meeting: Meuer, Faust, Depies, Payette  
Others Present: Christy Mast, Terry Hiben

**3. Pledge of Allegiance**

The Pledge of Allegiance was recited by all.

**4. Approval of Agenda**

Motion by Deiter and seconded by Kleckner to approve the agenda. Motion carried unanimously.

**5. Approval of Minutes from August 12, 2021 Committee Meeting**

Motion by Deiter and seconded by Kesler to approve the minutes from the August 12, 2021 Planning and Zoning Committee Meeting. Motion carried unanimously.

**6. Public Participation**

None

**7. Convene Meeting and Enter Public Hearing**

Convened meeting and entered public hearing at 8:32 a.m.

**a. Petition 1: Christy Mast, Conditional Use; Sec. 82-51(d) Zoning Ordinance; SW1/4, SW1/4, S. 27, T17N-R20E, Town of New Holstein. Operation of a Saw Mill**

Depies read petition and staff memo into record. Mr. Mast is requesting a Conditional Use Permit to operate a saw mill in an existing commercial building on his property. Material will be stored behind the building out of site from the road or adjacent properties. Both staff and Town of New Holstein have no objection to this request. Discussion followed. Motion by Deiter and second by Geiser to approve the petitioner's request. Motion amended by Budde to include the staff conditions that all dust is collected, wood scraps are managed and noise decibel thresholds are met. Motion seconded by Geiser and unanimously approved.

**b. Petition 2: Christy Mast, Conditional Use; Sec. 82-51(d) Zoning Ordinance: SW1/4, SW1/4, S. 27, T17N-**

**R20E, Town of New Holstein. Operation of a home business involving woodworking**

Depies read petition and staff memo into the record. Mr. Mast is requesting a Conditional Use Permit to operate a home business involving woodworking. The business will manufacture wooden lawn furniture and wooden crafts. The woodworking operation will be utilized in an existing building. Both staff and Town of New Holstein have no objections to the request. Discussion followed. Motion by Budde and seconded by Deiter to approve the request with the conditions that all dust is collected, wood scraps managed and necessary permits obtained. Motion carried unanimously.

**c. Petition 3: Christy Mast, Conditional Use; Sec. 82-51(d) Zoning Ordinance; SW1/4, SW1/4, S. 27, T17N-R20E, Town of New Holstein. Operation of a home business involving saddles and harnesses**

Depies read the petition and staff memo into the record. Mr. Mast is requesting a conditional use permit to operate a home business involving a saddle and harness shop for horses along with repairs. Petitioner intends to stock an inventory of supplies and materials to make the harnesses/saddles in the shop. Staff and Town of New Holstein have no objections to this request. Discussion followed. Motion by Deiter and seconded by Budde to grant the petitioner's request. Motion carried unanimously.

**8. Close Public Hearing and Reconvene Regular Meeting**

Public hearing closed at 9:03 a.m.

**9. Report of Committee Members**

**a. Report of Official Meetings Held Since Last Committee Meeting**

None

**b. Upcoming Events Reported by Committee Members**

None

**10. Communications**

None

**11. Items for Action or Discussion**

**a. Discussion – American Rescue Act Funding Update-Matt Payette**

Payette distributed a handout to committee members listing ARPA background information, projects requested and the review process. There is a review committee who looks at the projects and eligibility criteria within the scope of ARPA. Discussion followed. No action taken.

**b. Discussion – Review 2022 Department Budget Request**

Meuer reviewed the budget with the committee. At this time, the wages were not included. Other specific items regarding the budget include putting the WI Fund Program back into the budget, an increase in legal notice fees and a licensing increase in Land Records. There also are some ARPA projects that are going through the budget process. Discussion followed. No action taken.

**12. Report of Department**

**a. Code Administration Update Since Last Committee Meeting**

**b. Staff Updates**

Meuer highlighted specific projects each staff member has completed or are currently working on.

**13. Upcoming Events/Past Events**

Wisconsin County Code Administrators fall conference will be held in person in October.

**14. Consider Specific Items for Next Meeting Agenda**

Field Trip Consideration

**15. Discuss Next Meeting – Proposed – Thursday, October 14, 2021; 8:30 a.m.**

The next meeting will be held on Thursday, October 14, 2021 at 8:30 a.m.

**16. Adjournment**

Chair Hofberger adjourned the meeting at 9:57 a.m.

**Respectfully Submitted,**

Rose Faust  
Recording Secretary