

Notice of Public Meeting
Thursday, Jan. 5, 2023

**Meeting start:
3:00 p.m.**

**DOOR COUNTY
RESOURCE PLANNING
COMMITTEE**

Door County Government Center¹
Chambers Room
(C102, 1st floor)
421 Nebraska Street
Sturgeon Bay, WI 54235

Oversight for Land Use Services Department

AGENDA

1. Call business meeting to order.
2. Establish a quorum: roll call.
3. Adopt agenda/properly noticed.
4. Approve December 15, 2022 meeting minutes.
5. Correspondence.
6. Public comment: Information may be received from members of the public, *except* information related to a pending hearing (e.g., zoning amendment or conditional use permit). Extensive discussion and all action must be deferred until and unless specific notice of the subject matter is included on the agenda.
7. Review/approve resolution regarding application to DATCP for grant funding in an amount up to \$13,970 to offset 50% of the cost of developing an updated county-wide farmland preservation plan and Exclusive Agricultural zoning ordinance certification.
8. Matters to be placed on a future agenda or referred to a committee, official, or employee.
9. Next meeting dates:
 - January 19, 2023: Zoning hearing. 3:00 start.
 - February 2, 2023: ?
 - February 16, 2023: ?
10. Adjourn.

Deviation from order shown may occur.

MKG/lr
12/19/22

Anyone wishing to speak must attend in person.

Members of the public who wish to simply monitor/observe the meeting may attend in person or do so remotely by using the link below, or via the Zoom smartphone app, or by calling (312) 626-6799.

Link:

<https://us02web.zoom.us/j/88277913036?pwd=ZIZKb3R1WHpXckNVMzF1NWRiaGNFZz09>

Zoom Webinar ID: 882 7791 3036

Passcode: 528438

Notice in compliance with the Americans with Disabilities Act: 1) Any person needing assistance to participate in this meeting should contact the Office of the County Clerk at (920) 746-2200. Notification 72 hours prior to a meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting. 2) Door County is committed to making its electronic and information technology (e.g., website and contents) accessible for all persons. If you encounter difficulty accessing the posted materials for this meeting, located on-line at <https://www.co.door.wi.gov/AgendaCenter> under the committee name, or have trouble accessing the virtual meeting, please call (920) 746-2323, or send a FAX to (920) 746-2387, or send an e-mail to Lriemer@co.door.wi.us so that we may determine how to best assist you.

**MINUTES OF MEETING
DOOR COUNTY RESOURCE PLANNING COMMITTEE**

December 15, 2022

1. Call business meeting to order (upon conclusion of public hearing starting at 3:00).

Chair Enigl called a regular business meeting of the Resource Planning Committee to order at 3:31 p.m. in the Door County Government Chambers Room (C102, 1st floor), 421 Nebraska Street, Sturgeon Bay, Wisconsin.

2. Establish a quorum: roll call.

Present:	<u>RPC Members</u>	<u>Staff</u>	<u>Others</u>
	David Enigl	Mariah Goode	Grant Otte
	Roy Englebert		Tim Kazmierczak
	Morgan Rusnak		
	Ken Fisher		

Excused: Hugh Zettel

3. Adopt agenda/properly noticed.

After verification of proper notice and posting procedures, there was a motion by Englebert, seconded by Rusnak, to adopt the agenda as presented. Motion carried unanimously (4-0).

4. Approve December 1, 2022 meeting minutes.

Motion by Fisher, seconded by Englebert, to approve the minutes as presented. Motion carried unanimously (4-0).

5. Correspondence.

None.

6. Public comment: Information may be received from members of the public, *except* information related to a pending hearing (e.g., zoning amendment or conditional use permit). Extensive discussion and all action must be deferred until and unless specific notice of the subject matter is included on the agenda.

Ken Fisher reported that he had received calls regarding the impetus behind and potential effects of the text amendments proposed by the Liberty Grove Town Board, which were the subject of a December 1st RPC hearing. Goode noted that those text amendments go to county board for consideration on December 20th, and that county board has the authority to adopt, deny, or modify the proposed text amendments. County board members are free to ask staff or other county board members whatever questions they wish during the meeting, although it is not a public hearing.

7. Zoning matters: Ceres Farms Wisconsin, LLC; conditional use permit to create two nonfarm residential lots, one 3.06 acres in size, to contain an existing single-family residence, four accessory buildings, and silos located on parcel 006-00-32262621A, which is zoned Exclusive Agricultural (EA) and Wetland (W) and located at 297 CTH U, and the second, 0.98 acres in size, to contain an existing barn located on parcel 006-00-32262623A, which is zoned EA and located at 273 CTH U.

In finding that:

- a. the ratio of non-farm residential acreage to farm residential acreage on the base farm tract on which the residence is located will not be greater than one-to-twenty after the residence is converted to a non-farm residence, and
- b. there will not be more than four dwelling units in non-farm residences on the base farm tract after the residence is converted to a non-farm residence, and
- c. the location and size of the non-farm residential parcels will not convert prime farmland from agricultural use nor significantly impair or limit the current or future agricultural use of the protected farmland,

there was a motion by Englebert, seconded by Rusnak, to approve the conditional use permit application subject to the following condition:

1. Certified Survey Maps (CSMs) shall be recorded at the Door County Register of Deeds office within one year from the date of the Conditional Use Permit.

Motion carried unanimously (4-0).

8. Matters to be placed on a future agenda or referred to a committee, official, or employee.

None.

9. Next meeting dates:

- **January 5, 2023: No hearings.**
- **January 19, 2023: Likely 1 hearing.**

The committee will need to hold a short business meeting on January 5th in order to approve a grant application to the state. Meeting start time will be 3:00 p.m.

There will be at least one hearing on January 19th, starting at 3:00 p.m.

Meeting schedule as discussed, noted.

10. Adjourn.

Motion by Englebert, seconded by Rusnak, to adjourn. Motion carried unanimously (4-0).

Meeting adjourned at 3:46 p.m.

Reported by,

Mariah Goode
Land Use Services Director



DOOR COUNTY

APPROVAL OF GRANT FROM DATCP FOR FARMLAND PRESERVATION PLANNING TO THE DOOR COUNTY LAND USE SERVICES DEPARTMENT

ROLL CALL Board Members	Aye	Nay	Exc.
AUSTAD			
BEARDSLEY			
BULTMAN			
CHOMEAU			
D. ENGLEBERT			
R. ENGLEBERT			
ENIGL			
FISHER			
GAUGER			
GUNNLAUGSSON			
HEIM PETER			
KALMS			
LIENAU			
MILLER			
MORKIN			
NORTON			
ROBILLARD			
RUSNAK			
THAYSE			
VOGEL			
ZETTEL			

BOARD ACTION
Vote Required: Majority Vote of a Quorum

Motion to Approve _____ Adopted

1st _____ Defeated

2nd _____

Yes: _____ No: _____ Exc: _____

Reviewed by: _____, Corp. Counsel

Reviewed by: _____, Administrator

FISCAL IMPACT: The donated funds will be used for the specified purpose; no additional County funds are required because of the acceptance of this donation. STW

Certification:

I, Jill M. Lau, Clerk of Door County, hereby certify that the above is a true and correct copy of a resolution that was adopted on the _____ day of _____, 2023 by the Door County Board of Supervisors.

Jill M. Lau
County Clerk, Door County

TO THE DOOR COUNTY BOARD OF SUPERVISORS:

1 **WHEREAS**, Section 59.52(19) Wis. Stats. empowers the County Board to accept
2 donations, gifts, or grants of money for any public governmental purpose within
3 the powers of the County; and

4
5 **WHEREAS**, Door County, by and through its Land Use Services Department,
6 applied to the Wisconsin Department of Agriculture, Trade and Consumer
7 Protection ("DATCP") for funding through its Farmland Preservation Planning
8 Grant program; and

9
10 **WHEREAS**, on January XX, 2023, DATCP notified Door County that it had been
11 tentatively awarded a Farmland Preservation Planning Grant to cover part of the
12 cost of preparing a farmland preservation plan pursuant to Section 91.10
13 Wisconsin Statutes, the total project cost estimated to be \$27,940, and, as for all
14 approved projects, DATCP will reimburse 50% (up to \$13,970) of the total project
15 cost, with a local match of 50% (\$13,970) required; and

16
17 **WHEREAS**, The county is required to complete a new farmland preservation
18 plan in compliance with Chapter 91, Wis. Stats., which outlines the data and
19 maps to be included as well as the process by which the plan shall be developed
20 and adopted; and

21
22 **NOW, THEREFORE, BE IT RESOLVED**, That the Door County Board of
23 Supervisors provisionally accepts DATCP's Farmland Preservation Planning
24 Grant, the condition precedent to acceptance being the actual availability of
25 DATCP's Farmland Preservation Planning Grant funds.

26
27 **NOW THEREFORE, BE IT FURTHER RESOLVED**, That the County
28 Administrator is authorized to execute the Agreement between Wisconsin
29 DATCP and Door County, and that DATCP's Farmland Preservation Planning
30 Grant shall be administered by the Land Use Services Department, subject to
31 oversight by the Resource Planning Committee.

SUBMITTED BY: LAND USE SERVICES DEPARTMENT

David Enigl, Chairperson

Morgan Rusnak

Kenneth Fisher

Hugh Zettel

Roy Englebert



Wisconsin Department of Agriculture, Trade and Consumer Protection
 Division of Agricultural Resource Management
 PO Box 8911, Madison, WI 53708-8911
 Phone: (608) 224-4621

Farmland Preservation Planning Grant Application

Wis. Stats. s. 91.10(6)

Contact Information

PRIMARY CONTACT Becky Kerwin, Planner	(920) 746-2327
PRIMARY CONTACT EMAIL ADDRESS rkerwin@co.door.wi.us	MAILING ADDRESS PRIMARY CONTACT 421 Nebraska St., Sturgeon Bay, WI 54235

Grant Information

AMOUNT OF GRANT REQUEST \$ 13,969.69
MAILING ADDRESS FOR REIMBURSEMENT 421 Nebraska St., Sturgeon Bay, WI 54235

Farmland Preservation Plan Certification

DO THE REQUESTED FUNDS RELATE TO A FULL PLAN CERTIFICATION OR A PLAN UPDATE? (CHECK ALL THAT APPLY) <input checked="" type="checkbox"/> FULL PLAN CERTIFICATION <input type="checkbox"/> MAP UPDATE <input type="checkbox"/> TEXT UPDATE	
EXISTING PLAN CERTIFICATION EXPIRATION DATE (IF APPLICABLE) December 31 st , 2024	
WILL THE COUNTY REQUEST CERTIFICATION EXTENSION UNDER s. 91.14(4), Wis. Stats.? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	IF SO, FOR HOW LONG? <input type="checkbox"/> 1 YEAR <input type="checkbox"/> 2 YEARS
ANTICIPATED DATE OF PLAN COMPLETION AND SUBMISSION FOR CERTIFICATION August, 2024	
IF THE REQUESTED GRANT FUNDS ARE FOR A PLAN UPDATE, WILL THE UPDATE ALLOW FOR CERTIFICATION OF A ZONING DISTRICT OR DESIGNATION OF AN AEA? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO IF KNOWN, PLEASE IDENTIFY (NAME OF ZONING JURISDICTION OR AEA): Exclusive Agricultural	
A. Summarize county work plan for updating and adopting a farmland preservation plan (include relevant planning steps and projected dates, consistent with 66.1001(4), Wis. Stats.): See attached.	
B. List a description of the total anticipated farmland preservation planning costs divided into the three following categories: 1) County Employees 2) Independent contractors, including the professional services of a planning consultant 3) Support costs related to plan development (see eligible support costs listed below). Please be as accurate as possible- this list will be included as Appendix B in your planning grant contract. You may provide this information in a separate document. See attached.	

Eligible support costs include the following: a) Computerized planning data, planning software and hardware; b) Development, purchase and documentation of data, maps and computerized information used within the plan or plan update; c) Costs related to conducting public planning sessions, meetings and hearings, including room rentals; d) Public participation and outreach activities including educational materials, citizen surveys, internet activities and newsletters; e) Photocopying, printing and postage; f) Mileage expenses for county employees performing work on the grant activities billed at the state rate; g) Professional training for county employees related to land use planning and the Farmland Preservation Program; h) Other expenses incurred in the development and preparation of a plan that are not defined as ineligible.

C. How does the proposed farmland preservation planning effort relate to county comprehensive planning efforts (including relevant past and future efforts), if any? Briefly explain the timing and coordination of development of the any county comprehensive planning and farmland preservation planning.

The existing Door County Comprehensive and Farmland Preservation Plan 2035 was adopted in 2014. Prior to this, the Farmland Preservation Plan had been a separate document from the comprehensive plan. In 2014, we incorporated the Farmland Preservation Plan requirements into this combined plan and also made "Agricultural Resources" into its own chapter. Prior to doing so, agricultural-related topics had been located in the Natural Resources chapter. For this Plan update, we plan on expanding the Agricultural Resources chapter with more in-depth information regarding how agriculture relates to the other required comprehensive plan elements.

We will also be working with the 14 towns in the county, 11 of which have also adopted comprehensive "Smart Growth" plans. The development of the updated Door County Comprehensive and Farmland Preservation Plan will be coordinated with these town comprehensive plans and their current planning efforts. All of the town plans with comprehensive plans have acknowledged a desire to preserve agriculture and have mapped out agricultural/rural/open areas on their future land use maps. We will be working with all towns to gather their input on updating the county's current land use, future land use, and farmland preservation maps.

In addition to developing the maps, we will also be developing goals/policies/objectives (goals) relevant to agricultural preservation. Goals from the towns that have plans will be used as the basis for the county farmland preservation plan. We will be conducting agriculture-specific outreach activity to help develop updated goals for the county's plan. Information developed for the updated Agricultural Resources chapter will be used to help identify any opportunities or needs. We will also be conducting very agriculture-specific public participation activities with the Town of Clay Banks (the only town that has Exclusive Agricultural zoning).

I am authorized by Door County, and by affixing my name and date below, I signify that I have reviewed the terms of the DATCP planning grant provided in the application and have submitted this application on behalf of the County for a DATCP planning grant.

NAME & TITLE <i>Mariah Goode, Land Use Services Director</i>	DATE <i>12/14/2022</i>
MARIAH GOODE	

Steps & Timeline	Staff Member & # of Hours			
	Planner & GIS Mapper (hrs)	Planning Director (hrs)	Zoning Admin.(hrs)	Total Hours
1. Door County Planning & Soil & Water Conservation "plan for planning" meeting (February, 2023)	2	2	2	6
2. Development of public participation plan. Develop written public participation plan, to be sponsored by Resource Planning Committee (RPC) and adopted by county board. (February, 2023)	10	3	--	13
3. Develop current land use maps. Updating of the 2014 current land use layer in GIS and distribution to the towns for their review and verification. (spring/summer 2023)	80	--	--	80
4. Meeting with town officials from all towns. Present information on state program components. Request each town provide input regarding interest in program and feedback on updated county comprehensive plan future land use maps, which will serve as basis for farmland preservation plan maps. (summer 2023)	44	8	4	56
5. Meeting(s) with Town of Clay Banks officials. Review program components and options available to town. (fall 2023)	4	12	8	24
6. Meeting with Town of Clay Banks residents. Mail invitations to EA property owners. Presentation/discussion regarding program components. Solicit input regarding EA zoning district and other program options. (winter 2023/2024)	6	10	6	22
7. Creation and adoption of draft statement of overall values/vision. Statement to be based on input from meetings held to date and adopted comprehensive plans, county and town level. (winter 2024)	6	2	--	8
8. Background information collection and current agricultural land use inventory work. Review and synthesize county and municipal comprehensive plan data and maps. Conduct additional research if necessary to meet statutory requirements. (late winter 2024)	86	10	--	96
9. Meetings with local officials and Resource Planning Committee to review and approve draft vision statement and background information. (early spring 2024)	10	6	--	16

10. Develop goals and objectives and create final farmland preservation maps. Develop general farmland preservation goals as well as goals specific to new state program. Creation of final farmland preservation maps with municipalities and agricultural operators. (spring 2024)	80	40	--	120
11. Municipal and RPC review and approval of all plan components. (late spring 2024)	12	6	--	18
12. Open house meeting(s). (summer 2024)	8	8	8	24
13. Final review/sponsorship by RPC of plan. (summer 2024)	4	2	2	8
14. Submit final plan certification application materials to DATCP. (summer 2024)	6	4	4	14
15. Public meeting and/or hearing(s) before RPC (after conditional certification from DATCP) (fall 2024)	2	2	2	6
16. Hearing and adoption via ordinance by County Board. (November/December, 2024)	--	2	--	2
17. Plan distribution. Digital links/versions will be distributed to the local municipalities, local libraries, and all of the other agencies required to be notified. (December 2024)	2	--	--	2
Total Number of hours:	362	117	36	515
Total Hourly Rate:	\$51.37	\$65.04	\$48.16	\$164.57
Total Cost:	\$18,595.94	\$7,609.68	\$1,733.76	\$27,939.38
50% Door County				\$13,969.69
50% DATCP Grant Award				\$13,969.69