

ADAMS COUNTY
PLANNING & ZONING COMMITTEE
MEETING MINUTES: April 6, 2011
Room A260

Chairman Joe Stuchlak called the Adams County Planning & Zoning Committee meeting to order at 9:00 A.M. with the following members present; Randy Theisen, Glenn Licitar, Barb Morgan, Terry James and Diane England. Karl Klingforth was excused. Others present were: Greg Rhinehart, County Surveyor; Phil McLaughlin, Zoning Administrator; Cathy Allen, Recording Secretary; Alexandria Beckman, SAYL (Serving as Youth Leaders) member; Fran Dehmlow, Derek Smith, Dale Behling, Mike Keckeisen and Leeta Marshall. Was this meeting properly announced? Phil McLaughlin stated that it was. Roll Call. Terry James made a motion to approve the agenda as noticed. Glenn Licitar seconded the motion. All in favor. Motion carried.

Chairman Stuchlak noted that there were no public hearings and that public participation would be taken as needed.

Phil McLaughlin presented the minutes from the March 2, 2011 Planning & Zoning to the Committee for review. Barb Morgan made a motion to approve the minutes as presented. Diane England seconded the motion. All in favor. Motion carried.

Greg Rhinehart presented the Surveyor's report for the month of March to the Committee for review. Barb Morgan made a motion to approve the Surveyor's report as presented. Terry James seconded the motion. All in favor. Motion carried.

Jodi Helgeson, Register of Deeds informed the Committee that office staff has completed vital records training in Wisconsin Rapids and the system is in place and working well. Discussion was held regarding the amount of land transfers and refinancing taking place. Ms. Helgeson stated that it has been up and down the last couple months, but Adams County seems to be doing better than some of the surrounding counties. Terry James made a motion to approve the Register of Deeds and the Land Information reports. Diane England seconded the motion. All in favor. Motion carried.

Fran Dehmlow addressed the Committee with concerns pertaining to a zoning permit issued by the County Planning & Zoning Department for a property that has flooding issues. Tyler Grosshuesch joined the meeting at 9:22 A.M. Discussion was held regarding wetland delineation on the Comprehensive Zoning maps and conservancy zoning on the Shoreland maps. Phil McLaughlin informed the Committee that addressing the wetlands on the Comprehensive Zoning Maps will not solve the Town of Quincy problem as they are not under County Zoning, but that possibly the wetlands could be included in the Conservancy District on the shoreland maps. Mr. McLaughlin stated that the existing Shoreland maps are forty years old and some waterways have probably changed. Terry James asked Tyler to provide DNR maps for the May Planning & Zoning Meeting. It was the consensus of the Committee to readdress this subject at the May meeting.

Phil McLaughlin provided the Committee with a copy of a Resolution to approve full time funding for the vacant half time inspector position, the County Building Inspector's job description and a letter promoting Adams County Building Inspection services to review. He informed the Committee that the State mandated septic system inventory requirements along with the Shoreland Zoning Ordinance changes will increase the work load so that the department will in all likelihood fall behind. Discussion was held. Terry James made a motion to table the subject until the May meeting. Glenn Licitar seconded the motion. All in favor. Motion carried.

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Phil McLaughlin informed the Committee that the Department received a complaint from the Town of New Chester regarding excessive animals at 194 Edgewood Drive. He stated that this has been an ongoing complaint and wants the Committee's input on how to proceed. Barb Morgan, New Chester Town Chair stated that the matter would be satisfied if the animals were contained and not allowed to run loose. Leeta Marshall, owner of the property in question was present and stated that she runs a no kill shelter. She does not run a puppy mill, but breeds to support. She has 63 dogs, 25 cats and 13 horses. She is over the animal units allowed but is looking for a place for the horses. Dale Behling, County Animal Control officer stated that the County does not have a barking dog ordinance and all he can do is work with the people. He stated that all of Ms. Marshall's animals appear healthy, well fed and cared for, which meets the law's requirements. Terry James made a motion to take no action on the complaint, but requested Ms. Marshall to please keep the dogs restrained on the property, move the horses, don't bring them back on the property and become compliant by reducing the number of animal units and putting up and repairing the fences. Glenn Licitar seconded the motion. All in favor. Motion carried.

Terry James made a motion to take a short recess. Diane England seconded the motion. All in favor. Motion carried.

RECESS: 10:23 A.M.
RECONVENE: 10:32 A.M.

Discussion was held regarding commercial administrative, zoning and building permit fees. Mr. McLaughlin explained to the Committee that the department fee schedule was updated in 2006, approved by the Planning & Zoning Committee and the County Board. Upon receipt of a letter from the Rural Industrial Development Commission regarding what they feel is excessive Administrative and Zoning Permit fees for Milk Source, the Committee felt that the fees may need to be reevaluated. Several options were discussed, whether reducing fees putting a cap on the amount or partial fee refund once the business is underway. It was the consensus of the Committee that Mr. McLaughlin research surrounding county fees for this type of project and put it on the May agenda, along with discussion on the satisfaction survey/questionnaire from Karl Klingforth.

Discussion was held regarding the Draft revision of the Adams County Shoreland Protection Ordinance. Clarification was made to specific requirements through Section 3. Terry James made a motion to continue discussion on the Ordinance starting with Section 4.0 at the end of the April 11, 2011 Land & Water Committee meeting and asked Chris Murphy to amend his agenda as such.

Planning & Zoning updates: None.

Phil McLaughlin presented the Financial Report for the month of February and the Comp Time Report to the Committee for review. Diane England made a motion to approve the Financial and Comp Time Reports as presented. Glenn Licitar seconded the motion. All in favor. Motion carried.

Correspondence: None.

Chairman Joe Stuchlak stated that the Committee's next regular meeting will be on May 4, 2011.

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Terry James made a motion to adjourn. Diane England seconded the motion. All in favor. Motion carried.

Adjourned: 11:32 A.M.

Joe Stuchlak, Chair

Randy Theisen

Glenn Licitar, Vice-Chair

Barb Morgan

Terry James, Secretary

Karl Klingforth

Diane England

Cathy Allen, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.