

ADAMS COUNTY  
PLANNING & DEVELOPMENT COMMITTEE  
MEETING MINUTES: May 5, 2010  
Room A260

Cindy Phillippi, County Clerk called the Adams County Planning & Development Committee meeting to order at 8:45 A.M. with the following members present: Joe Stuchlak, Glenn Licitar, Randy Theisen, Barb Morgan, Karl Klingforth and Diane England. Terry James was excused Others present were: Phil McLaughlin, Zoning Administrator; Cathy Allen, Recording Secretary and Greg Rhinehart, County Surveyor. Was this meeting properly announced? Cathy Allen stated that it was. Ms. Phillippi then requested a nomination for Chair. Glenn Licitar nominated Joe Stuchlak which was seconded by Diane England. Discussion followed. Ms. Phillippi asked who was in favor of Joe Stuchlak as Chair. All in favor. Motion carried.

Cindy Phillippi left the meeting at 8:50 A.M.

Chairman Stuchlak requested a nomination for Vice-Chair. Barb Morgan made the motion to nominate Glenn Licitar. Randy Theisen seconded the motion. All in favor. Motion carried.

Chairman Stuchlak made a motion to nominate Terry James as secretary. Karl Klingforth seconded the motion. All in favor. Motion carried. Chairman Stuchlak closed the nominations.

Karl Klingforth made a motion to approve the Agenda as presented. Barb Morgan seconded the motion. All in favor. Motion carried.

Karl Klingforth made a motion to deviate to item #7 of the agenda. Glenn Licitar seconded the motion. All in favor. Motion carried.

Register of Deeds items: Jodi Helgeson updated the Committee on office activities and asked for their support by a motion to support a recording fee to be charged for statutory requirements. Glenn Licitar made a motion to charge the \$30.00 fee. Diane England seconded the motion. All in favor. Motion carried.

Motion by Barb Morgan to return to the Public Hearing portion of the agenda. Karl Klingforth seconded the motion. All in favor. Motion carried.

Public Hearings: Thomas R. & Darleen A. Jordan Living Trust – Conditional Use Permit request under Section 5-6.03(A) of the Adams County Comprehensive Zoning Ordinance to allow the replacement of a single wide manufactured home with a 1988 14' x 70' manufactured home on property located in the NE ¼ NW ¼, Section 5, Township 14 North, Range 6 East, Lot 46 of Doe Addition to Fawn Lake Subdivision at 3622 11<sup>th</sup> Lane, Town of Dell Prairie, Adams County, Wisconsin. Karl Klingforth made a motion to grant the Conditional Use on the above named property. Randy Theisen seconded the motion. Roll call vote: 6 – Yes. Motion carried. Gene & Susan R. Hutchings – Rezoning request of a portion of a parcel (1.23 acres) from an A1 Exclusive Agriculture District to an R1 Single Family Residential District with a Conditional Use under Section 3-5.03© of the Adams County Comprehensive Zoning Ordinance to allow a change of use from agriculture structures to residential accessory buildings and allow the existing height of those structures and combine the rezoned portion with adjacent R1 property to become approximately 2.06 acres and located in the SE ¼, SW ¼, Section 16, Township 15 North, Range 7 East, at 480 State Road 82, Town of Jackson, Adams County, Wisconsin. Barb Morgan made a motion grant the Conditional Use and to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Randy Theisen seconded the motion. Roll Call Vote: 6 –Yes. Motion carried.

Chairman Stuchlak closed the Public Hearing portion of the meeting.

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Chris Murphy joined the meeting at 9:24 A.M.

Karl Klingforth made a motion to deviate from the agenda to allow the Surveyor to present his report. Glenn Licitar seconded the motion. All in favor. Motion carried.

Greg Rhinehart presented the Surveyor's report for the month of April to the Committee for review. Diane England made a motion to approve the Surveyor's report as presented. Karl Klingforth seconded the motion. All in favor. Motion carried.

Phil McLaughlin presented the minutes from the April 7, 2010 Planning & Development meeting to the Committee. Karl Klingforth made a motion to approve the minutes as presented. Joe Stuchlak seconded the motion. All in favor. Motion carried.

Discussion was held regarding possible revisions to the Building Permit Fee Schedule because of additional inspections mandated by the Department of Commerce. It was the Committee's consensus to wait and see how the economy progresses and that Phil McLaughlin should bring it back to them in inventory six months.

Department updates. The office secretarial staff is continuing work on the sanitary audit to locate all septic systems in the County, to get them all on a three year maintenance schedule as mandated by the Department of Commerce. Mr. McLaughlin informed the Committee that he, the secretarial staff and Tyler Grosshuesch, GIS Tech went to Waushara County to view their GCS permitting software program, which may also be used by the Land & Water Department.

Phil McLaughlin presented the Financial Report for the month of March to the Committee for review. Randy Theisen made a motion to approve the Financial Report as presented. Glenn Licitar seconded the motion. All in favor. Motion carried. The Comp Time Report will be presented at next month's meeting.

Correspondence: None.

The next Planning & Development Committee meeting will be scheduled for June 2, 2010.

Glenn Licitar made a motion to recess until joined by Corporation Counsel. Diane England seconded the motion. All in favor. Motion carried.

RECESS: 10:00 A.M.  
RECONVENE 10:25 A.M.

Glenn Licitar made a motion to convene in closed session per §19.85(1)(g), Wis. Stats., for purposes of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Diane England seconded the motion. Roll Call Vote: 6 – Yes. Motion carried.

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Diane England made a motion to reconvene in open session per §19.85(2), Wis. Stats., to consider and vote on appropriate matters. Karl Klingforth seconded the motion. Roll Call Vote: 6 – Yes. Motion carried.

Phil McLaughlin informed the Committee that the Grant Application for revising the Shoreland Protection Ordinance was sent out in the mail this past week.

Diane England made a motion to adjourn. Glenn Licitar seconded the motion. All in favor. Motion carried.

Adjourned: 11:35 A.M.

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Joe Stuchlak, Chair

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Randy Theisen

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Glenn Licitar, Vice-Chair

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Barb Morgan

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Terry James, Secretary

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Karl Klingforth

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Diane England

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Cathy Allen, Recording Secretary

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.**