

ADAMS COUNTY
PLANNING & ZONING COMMITTEE
MEETING MINUTES: June 7, 2012

Chairman Joe Stuchlak called the Adams County Planning & Zoning Committee meeting to order at 9:00 A.M. on Thursday June 7, 2012 with the following members present. Glenn Licitar, Terry James and Randy Theisen. Al Sebastiani, Barb Morgan and Heidi Roekle were excused. Others present were: Phil McLaughlin, Zoning Administrator, Cathy Allen, Recording Secretary; Matt Bremer, Inspector and Greg Rhinehart. 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. Public Hearings: Nikolay V. Nedev – Conditional Use Permit request under Section 5-6B.03 (A) of the Adams County Comprehensive Zoning Ordinance to allow a 1989, 14' x 66' replacement manufactured home in an R1 Single Family Residential District on property located in Pt. of the NW, NW, of the SW ¼, Section 17, Township 14 North, Range 7 East, Lot 1 of CSM 2577 at 589 Gillette Drive, Town of New Haven, Adams County, Wisconsin. Glenn Licitar made a motion to approve the Conditional Use Permit. Terry James seconded the motion. Roll Call. 4 – Yes. Motion carried.

Chairman Stuchlak closed the Public Hearing portion of the meeting and noted that public participation would be taken as needed.

Glenn Licitar made a motion to approve the minutes from the May 2, 2012 meeting as presented. Glenn Licitar seconded the motion. All in favor. Motion carried.

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

Register of Deeds and Land Information: Jodi Helgeson was unable to attend because she was away at a conference, but submitted a written report to the Committee. Randy Theisen made a motion to accept the report as written. Terry James seconded the motion. All in favor. Motion carried.

Discussion was held regarding filling the vacant secretary/bookkeeper position in the Planning & Zoning Department. Glenn Licitar made a motion to sign the Personnel Recruitment Form and forward to the Personnel Director. Terry James seconded the motion. All in favor. Motion carried.

Discussion was held regarding charging a fee for 8 ½ x 11 color copies. Terry James made a motion to charge \$7.00. Randy Theisen seconded the motion. All in favor. Motion carried.

Mr. McLaughlin informed the Committee that there would be preparation and mailing costs along with budget issues for the five thousand Shoreland buffer notification letters that need to be sent to all waterfront owners. Discussion was held. The Committee made some modifications to the proposed letter and in general agreed that only the letter be sent in the first mailing.

Chris Murphy and Tyler Grosshuesch joined the meeting at 9:50 A.M.

Discussion was held regarding the Shoreland, Wetland & Habitat Protection Ordinance exception to the buffer requirements and the 1972 air photos. Matt Bremer presented the air photo maps to the Committee with the explanation that these maps are the only tool he has to determine buffer exemptions. Greg Rhinehart indicated that there are air photos at UW Stevens Point that are older than 1972, but they are worse than these. Discussion was held regarding possible websites that could assist waterfront owners in determining whether they would be exempt or not. The Committee's consensus was to re-agendize this for July.

Planning & Zoning Updates: None.
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Phil McLaughlin presented the Financial Report for the month of April, 2012 to the Committee for review. Terry James made a motion to approve the Financial Report as presented. Glenn Licitar seconded the motion. All in favor. Motion carried.

Correspondence: Chairman Stuchlak read comments from Customer Satisfaction Surveys that were submitted.

Next meeting date: July 5, 2012 at 5:00 P.M.

Terry James made a motion to adjourn. Randy Theisen seconded the motion. All in favor. Motion carried.

Adjourned: 10:53 A.M.

Joe Stuchlak, Chair

Randy Theisen

Terry James, Vice Chair

Barb Morgan

Glenn Licitar

Heidi Roekle

Al Sebastiani

Cathy Allen, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.