

ADAMS COUNTY  
PLANNING & ZONING  
COMMITTEE MEETING MINUTES  
January 2, 2013

ONSITE: Chairman Joe Stuchlak called the meeting to order at 9:10 A.M. on Wednesday January 2, 2013 at the Donald & Annette Havey property located at 4074B 2<sup>nd</sup> Lane, Town of New Haven, Adams County, Wisconsin to conduct a site visit of a Conservancy Zoned parcel. The following members present: Glenn Licitar, Randy Theisen, Al Sebastiani, Terry James and Barb Morgan. Others present were: Phil McLaughlin, Zoning Administrator; Cathy Allen, Recording Secretary and the owners Donald & Annette Havey. Heidi Roekle was excused. Was this meeting properly announced? Phil McLaughlin stated that it was. Barb Morgan made a motion to approve the agenda as noticed. Al Sebastiani seconded the motion. All in favor. Motion carried.

The Committee viewed the area intended for construction of a garage and noted that the property is within 300' of the lake and will require impervious surface calculations for a building permit. Terry James made a motion to recess to the Courthouse for the Public Hearing portion of the meeting. Glenn Licitar seconded the motion. All in favor. Motion carried.

RECESS: 9:18 A.M.  
RECONVENE: 10:12 A.M.

Chairman Joe Stuchlak called the Adams County Planning & Zoning Committee meeting to order at 10:12 A.M. stating that the meeting was properly noticed and that the agenda was approved. Roll Call.

Public Hearings: Chairman Stuchlak informed the citizens present that the Modification hearing for Majestic Development has been postponed and adjacent property owners will be notified of the rescheduled date by mail. Donald S. & Annette S. Havey – Rezoning request of a parcel (1.422 acres) from a Conservancy District to a Recreational/Residential District of the Adams County Shoreland, Wetland and Habitat Protection Ordinance to allow existing nonconforming use to become conforming and allow the construction of a garage on property located in the NW ¼, SE ¼, Section 26, Township 14 North, Range 7 East, Lot 1 of CSM 3141 at 4074B 2<sup>nd</sup> Lane, Town of New Haven, Adams County, Wisconsin. Upon completion and review of the Committee Findings checklist and based on a total score of 275, with an average score of 45.8, (A score of 48 (80%) or higher is required for a recommendation of approval) Randy Theisen made a motion to grant the rezoning and forward that recommendation for the above-described property, to the County Board for final action. Glenn Licitar seconded the motion. Roll Call Vote: 6 -Yes. Motion carried. MS Real Estate Holdings, LLC. – Rezoning request of 37.363 acres from an A1 Exclusive Agriculture District to an A1-15 District (30.503 acres) and an A3 District (6.86 acres) to allow the parcels to become conforming on property located in the NE ¼, NW ¼, Section 7, Township 15 North, Range 7 East, Town of Jackson, Adams County, Wisconsin. Al Sebastiani made a motion to grant the rezoning and forward that recommendation to the County Board for final approval. Barb Morgan seconded the motion. Roll Call Vote: 6 – Yes. Motion carried.

Al Sebastiani addressed Chairman Stuchlak to state that he would be abstaining from discussion and voting on the Holmes, Jensen and Burrows Conditional Use Permit requests and left the room at 10:41 A.M.

Lee Holmes/Central States Tower and Verizon Wireless – Conditional Use Permit under Section 5-3.03(A) (21) of the Adams County Comprehensive Zoning Ordinance to allow construction of a 258' self supporting communications tower with associated ground equipment, fenced compound and access driveway on property located in the NE ¼, SW ¼, Section 4, Township 19 North, Range 7 East, at 454 Badger Drive, Town of Colburn, Adams County, Wisconsin. Nathan Ward, Representative for CST and Verizon Wireless gave his presentation and informed the Committee that the tower's fall zone for the Holmes, Jensen and Burrows properties will be contained within the property lines on all three. Barb Morgan made a motion to grant

the Conditional Use Permit for the Holmes property. Terry James seconded the motion. Roll Call Vote: 5 – Yes. Motion carried.

Kenneth R. & Pamela K. Jensen/Central States Tower and Verizon Wireless – Conditional Use Permit under Section 5-3.03(A) (21) of the Adams County Comprehensive Zoning Ordinance to allow construction of a 308' self supporting communications tower with associated ground equipment, fenced compound and access driveway on property located in the NW ¼, NW ¼, Section 35, Township 14 North, Range 6 East, at 4130 9<sup>th</sup> Avenue, Town of Dell Prairie, Adams County, Wisconsin. Randy Theisen made a motion to grant the Conditional Use Permit for the Jensen property, with the contingency that the Town of Dell Prairie does not object at their January 8<sup>th</sup> meeting. Glenn Licitar seconded the motion. Roll Call Vote: 5 – Yes. Motion carried. Leonard H. & Margaret A. Burrows/Central States Tower and Verizon Wireless – Conditional Use Permit under Section 5-3.03(A) (21) of the Adams County Comprehensive Zoning Ordinance to allow construction of a 287' self supporting communications tower with associated ground equipment, fenced compound and access driveway on property located in the SW ¼, SW ¼, Section 14, Township 18 North, Range 7 East at 288 Cumberland Avenue, Town of Richfield, Adams County, Wisconsin. Barb Morgan made a motion to grant the Conditional Use Permit for the Burrows property. Terry James seconded the motion. Roll Call Vote: 5 – Yes. Motion carried.

Chairman Stuchlak closed the Public Hearing portion of the meeting and stated that Public Participation would be taken as needed.

Glenn Licitar made a motion to approve the minutes from the December 5, 2012 meeting as presented. Al Sebastiani seconded the motion. All in favor. Motion carried.

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

Barb Morgan made a motion to deviate to item #14: Progress and course of direction of new Forestry Zoning Districts. Randy Theisen seconded the motion. All in favor. Motion carried. Phil McLaughlin presented members and others present with a draft copy of the a proposed Forestry Zoning District, maps, proposed text and an oral overview.

Terry James asked to be excused at 12:00 P.M. for an appointment.

Discussion was held with input from citizens present (Kay Olson, John Wallendal) as to forming a subcommittee, general public notification, etc. It was the Committee's consensus to put the item on the February Agenda for further discussion and possible action on course of direction.

Copies of Planning & Zoning Department staff job descriptions were presented to the Committee for review. Chairman Stuchlak requested that this item be placed on the February Agenda.

Register of Deeds and Land Information: Jodi Helgeson reported good property sales in 2012. She also stated that her office had the carpet replaced over the holidays and is in the process of moving equipment back in place. Ms. Helgeson also stated that applications are being reviewed for the vacancy left by Tyler Grosshuesch in the GIS Department. MSA will be processing any data requests received in the interim. Glenn Licitar made

a motion to approve the Register of Deeds and Land Information reports. Al Sebastiani seconded the motion. All in favor. Motion carried.

Nonmetallic Mining Reclamation Ordinance Fee Schedule: Phil McLaughlin presented the existing Fee Schedule noting that there are no changes requested, but there is a requirement for Committee approval every two years. Barb Morgan made a motion to approve the Fee Schedule and noted that the dates needed to be changed to read 1-1-2013 to 12-31-2015. Glenn Licitar seconded the motion. All in favor. Motion carried.

The Committee reviewed a request presented to the Planning & Zoning Department by Chris Murphy from the Land & Water Department who is helping an ag producer determine whether he is in compliance with DNR requirements by producing information on whether septic systems in a specific are on a maintenance schedule and functioning properly. The Committee felt that Planning & Zoning fulfilled the request by noting the year of installation and whether a maintenance report was received. Discussion was held regarding the progress of full County inclusion in the septic tank maintenance program.

Planning & Zoning Updates: None.

Phil McLaughlin presented the Financial Report for the month of November 2012 to the Committee for review. Glenn Licitar made a motion to approve the Financial Report as presented. Barb Morgan seconded the motion. All in favor. Motion carried.

Correspondence: None

The next meeting was scheduled for February 6, 2013 at 1:00 P.M.

Barb Morgan made a motion to adjourn. Glenn Licitar seconded the motion. All in favor. Motion carried.

Adjourned: 12:40 P.M.

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Joe Stuchlak, Chair

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Glenn Licitar

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Terry James, Vice-Chair

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Barb Morgan

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Randy Theisen

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Heidi Roekle

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Al Sebastiani

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Cathy Allen, Recording Secretary

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