

ADAMS COUNTY  
PLANNING & ZONING COMMITTEE  
MEETING MINUTES: June 1, 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, Karl Klingforth and Diane England. Others present were: Greg Rhinehart, County Surveyor; Phil McLaughlin, Zoning Administrator; Cathy Allen, Recording Secretary; and Alexandria Beckman, SAYL (Serving as Youth Leaders) member. Was this meeting properly announced? Phil McLaughlin stated that it was. Roll Call. Karl Klingforth made a motion to approve the agenda as noticed. Barb Morgan seconded the motion. All in favor. Motion carried.

Public Hearings: Kevin & Amy Beaver – Rezoning request of a portion of a 79.86 acre parcel (5 acres) from an A1 Exclusive Agriculture District to an A3 Secondary Agriculture District of the Adams County Comprehensive Zoning Ordinance to allow a single family dwelling and garage on property located in the NW ¼, NW ¼, & SW ¼, NW ¼, Section 33, Township 18 North, Range 7 East, Lot 1 of CSM 4924 on Czech Avenue, Town of Richfield, Adams County, Wisconsin. Barb Morgan made a motion to grant the rezoning request and forward that recommendation to the County Board for final action. Glenn Licitar seconded the motion. Roll Call Vote: Beckman-yes; 7 – Yes. Motion carried.

Dennis W. Roberts – Rezoning request from an R1 Single Family Residential District to a B1 Rural Business District of the Adams County Comprehensive Zoning Ordinance and from a Recreational-Residential District to a General Purpose District of the Adams County Shoreland Protection Ordinance to allow the operation of a gun shop in the residence on properties located in the NW ¼, SE ¼, Section 5, Township 17 North, Range 6 East, Pt of Lots 2 & 3 of CSM 5023 at 1149 Cty Trk J, Town of Adams, Adams County, Wisconsin. Terry James made a motion to grant the rezoning request and forward that recommendation to the County Board for final action. Barb Morgan seconded the motion. Roll Call Vote: Beckman-yes; Olson-yes; 7 – Yes. Motion carried.

Planning & Zoning: Chairman Stuchlak closed the public hearing portion of the meeting and noted that public participation would be taken as needed.

Phil McLaughlin presented the minutes from the May 4, 2011 and May 9, 2011 meetings to the Planning & Zoning Committee for review. Terry James made a motion to approve the minutes as presented. Barb Morgan 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. Diane England seconded the motion. All in favor. Motion carried.

Terry James made a motion to deviate to item #10 on the agenda. Karl Klingforth seconded the motion. All in favor. Motion carried.

Mr. McLaughlin explained the two methods that would be an acceptable procedure for combining parcels for zoning purposes. Method #1 would require a Quit Claim or Warranty Deed be recorded in the Register of Deeds Office with the legal description of each parcel to be combined (metes and bounds and/or CSM # and Lot # and/or Subdivision/Addition and Lot #) and following the list, place the following statement on the deed: "The parcels listed above are consolidated for all purposes, including those of conveyance, zoning, building, assessment and taxation. This is a permanent deed restriction to run with the land that shall restrict the conveyance of any part of the above described property. Thereafter said parcels shall be conveyed only in combination. This restriction shall be binding upon the owner, the heirs of the owner, and assignees of the owner and this restriction may be removed only be Adams County. In such event that the County agrees to remove the restriction, the property owner, heir or assignee shall be responsible for preparing the recording document and recording fees." Method #2 would be by Certified Survey Map. Discussion followed. Barb Morgan made a motion to approve the procedure and presented. Glenn Licitar seconded the motion. All in favor. Motion carried.

Register of Deeds: Jodi Helgeson, informed the Committee that a paragraph needed to be added to the Purchased Images Contract to require that companies not release documents purchased as there may be some with social security numbers them, but other than that addition, the contract reads exactly the same. Karl Klingforth made a motion to approve the

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Purchased Images Contract as presented. Barb Morgan seconded the motion. All in favor except Terry James, who stated his reason being that paragraph #4, would not be enforceable. Motion carried.

Land Information: Ms. Helgeson stated that she plans to purchase of a new scanner, with the idea that more offices can make use of it. Barb Morgan made a motion to approve the Register of Deeds and Land Information reports. Glenn Licitar seconded the motion. All in favor. Motion carried.

Shoreland Protection Ordinance: Map presentation by Tyler Grossheusch showing the County Shoreland Maps with the areas designated by the Department of Natural Resources (DNR) as potential wetlands vs. mapped wetlands. It was the Committee's consensus that the County Shoreland maps would incorporate only the DNR mapped wetlands.

Department updates: Phil McLaughlin informed the Committee that no one from the union posted into the vacant secretary position and that it would now be open to the public. Discussion was held regarding a complaint filed by someone in the union that Cathy Allen was working through the lunch hour.

Phil McLaughlin presented the Financial Report for the month of April and the Comp Time Report to the Committee for review. Terry James made a motion to approve the Financial and Comp Time Reports as presented. Randy Theisen seconded the motion. All in favor. Motion carried.

Correspondence: None.

Terry James made a motion to adjourn. Barb Morgan seconded the motion. All in favor. Motion carried.

Next meeting date: July 6, 2011 @ 9:00 A.M.

Adjourned: 10:35 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.**