

ADAMS COUNTY PLANNING & DEVELOPMENT COMMITTEE
MEETING: September 3, 2008 at 9:00 A.M.
ROOM A260 – COURTHOUSE
FRIENDSHIP, WISCONSIN

At 9:05 A.M. Chairman Glenn Licitar called the Adams County Planning & Development Committee meeting to order with the following members present: Joanne Sumpter, Vice-Chair; Terry James, Secretary; Sylvia Breene; Richard Colby; Mike Keckeisen and Joe Stuchlak. Others present were: Phil McLaughlin, Zoning Administrator and Cathy Allen, Recording Secretary. Was this meeting properly announced? Phil McLaughlin stated that it was.

Public Hearings: Pocket Duck Property Management – Tabled Conditional Use Permit Request under Section 5-6.03 (A) of the Adams County Comprehensive Zoning Ordinance to place a 14' x 80' single wide manufactured home in an R-1 Single Family Residential District on property located in the SE ¼, NE ¼, Section 16, Township 16 North, Range 6 East, Lot 9 of Easton Forest Subdivision at 2635 10th Avenue, Town of Easton, Adams County, Wisconsin. Mike Keckeisen made a motion to bring the request from the table. Sylvia Breene seconded the motion. Joe Stuchlak indicated that the petitioner withdrew the request at the Township level. Phil McLaughlin stated that the petitioner indicated the same to him, but the office did not get anything in writing to confirm that. Joanne Sumpter made a motion to withdraw the request for the above-described property. Joe Stuchlak seconded the motion. All in favor. Motion carried.

Greg Rhinehart and Eric Pollex joined the meeting at 9:11 a.m.

Karen Chaffe – Rezoning request from an A-2 Agricultural Transition District to an A-3 Secondary Agricultural District of the Adams County Comprehensive Zoning Ordinance to allow the parcel to be split for residential use in the NE ¼, SE ¼, Section 1, Township 17 North, Range 5 East, at 1419 County Road J, Town of Adams, Adams County, Wisconsin. Mike Keckeisen made a motion to approve the request and recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Terry James seconded the motion. Roll Call Vote: 7-Yes. Motion carried. Michael T. Wright - Conditional Use Permit request under Section 5-6.03(A) of the Adams County Comprehensive Zoning Ordinance to allow replacement of an existing single wide manufactured home with a 1993 16' x 70' manufactured home in an R-1 Single Family Residential District on property located in the SE ¼, SE ¼, Section 8, Township 14 North, Range 7 East, Lot 1 of CSM 4989 at 520 Gillette Avenue, Town of New Haven, Adams County, Wisconsin. Richard Colby made a motion to approve the Conditional Use Permit on the above described property. Joe Stuchlak seconded the motion. Roll Call Vote: 7-Yes.

Business Meeting: Chairman Licitar asked if this meeting had been properly noticed. Mr. McLaughlin stated that it was.

Richard Colby made a motion to move items #5 & #6 after item #2. Mike Keckeisen seconded the motion. All in favor. Motion carried.

Joanne Sumpter made a motion to approve the amended agenda. Sylvia Breene seconded the motion. All in favor. Motion carried.

Greg Rhinehart presented a resolution to be reappointed as County Surveyor to the Committee. Discussion followed regarding the duties of the County Surveyor. Terry James made a motion to approve the Resolution to reappoint Greg Rhinehart as the County Surveyor for a period of two years

with no changes to the contract from previous years and forward the Resolution to the County Board for final action. Joanne Sumpter seconded the motion. All in favor. Motion carried.

Greg Rhinehart, County Surveyor, presented the Surveyor's report for the month of August to the Committee for review and approval. Joanne Sumpter made a motion to approve the surveyor's report as presented. Joe Stuchlak seconded the motion. All in favor. Motion carried.

Phil McLaughlin presented the proposed 2009 Budget for the Planning & Zoning Department to the Committee for review. After discussion it was the consensus of the Committee to approve the proposed budget with the following adjustments: reduce the Limited Time Employee account from 5,300.00 to 2,700.00 and the Part Time account from 6,000.00 to 4,000.00, but only if the third secretarial position will be allowed to be filled. Reduce the On Call account from 2,000.00 to 1,000.00; reduce the Gas for Vehicle account from 5,200.00 to 4,800.00; increase the Postage and Box Rent account from 3,300.00 to 4,000.00; increase the Copy Machine account from 650.00 to 950.00 due to the fact that the account is already over budget this year because it is shared by other departments and monies paid by those departments is deposited in a revenue account and not reimbursing the copy machine account; reduce Other Office Supplies account from 1,600.00 to 1,200.00; reduce Publications/Subscriptions/Dues account from 1,100.00 to 620.00; and reduce the Capital Equipment account from 1,000.00 to 625.00.

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

RECESS: 10:15 A.M.

RECONVENED: 10:24 A.M.

Discussion was held regarding the Vehicle Carryover and Hydrograph accounts.

Terry James made a motion to forward the proposed 2009 Planning & Zoning Department Budget with the above listed adjustments to the Administrative & Finance Committee. Joanne Sumpter seconded the motion. All in favor. Motion carried.

Phil McLaughlin presented the minutes from the August 6, 2008 Committee Meeting to the Committee for review. Chairman Licitar asked if the matter of the old manufactured home for the Clara Martinez Conditional Use permit issued in August was resolved. It was the consensus of the Committee that it was addressed in her contract with the dealer. Richard Colby made a motion to approve the minutes as presented. Mike Keckeisen seconded the motion. All in favor. Motion carried.

Phil McLaughlin presented the Committee with a Resolution submitted by the Town of Rome to rename West 16th Avenue Private to Twin Lake Trail. He stated that the procedure is to submit the request to the Planning & Zoning Department which in turn forwards a copy to the Real Property Lister's Office for input. Mike Keckeisen made a motion to approve Resolution 08-24 so that it can be recorded with the Register of Deeds Office. Richard Colby seconded the motion. All in favor. Motion carried.

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Terry James made a motion to defer items #8 Financial Reports, #9 Comp-time Report & #10 Discuss Conservancy rezoning requests to the October Planning & Development Agenda. Joanne Sumpter seconded the motion. All in favor. Motion carried.

Phil McLaughlin informed the Committee that the Department has ordered the new vehicle which has been previously discussed. Also purchased was a Range Finder for the Inspectors and carrier strips for the map cabinets. Discussion was held regarding the vehicle carryover account and the upcoming secretarial vacancy.

Correspondence: None.

Public participation: None.

Joanne Sumpter made a motion to set all future meeting dates for the first Wednesday of the month at 8:30 a.m. Discussion followed. It was the consensus of the Committee to leave the time at 9:00 a.m. Joanne Sumpter rescinded the motion.

Mike Keckeisen made a motion to recess until the next regularly scheduled meeting on October 1, 2008 at 9:00 a.m. Terry James seconded the motion. All in favor. Motion carried.

ADJOURNED: 11:20 A.M.

Glenn Licitar, Chair

Joanne Sumpter, Vice-Chair

Terry James, Secretary

Joe Stuchlak

Sylvia Breene

Mike Keckeisen

Richard Colby

Cathy Allen, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.