

ADAMS COUNTY  
PLANNING & ZONING COMMITTEE  
MEETING MINUTES: February 1, 2012

Site Visit at the Dale Haddon property at 562 Golden Court in the Town of New Haven, Adams County: Chairman Joe Stuchlak called the Adams County Planning & Zoning Committee to order at 8:30 A.M. on Wednesday February 1, 2012 with the following members present. Glenn Licitar, Barb Morgan, Randy Theisen, Diane England and Terry James. Mike Keckeisen was absent. Others present were: Phil McLaughlin, Zoning Administrator; Cathy Allen, Recording Secretary; was this meeting properly announced? Phil McLaughlin stated that it was. Mr. Haddon informed everyone present at the onsite that there is approximately 37 acres, which they have owned for about 37 years. The house was built in 1974, has 4 bedrooms and sleeps 11. The garage has an apartment above the garage and sleeps 9. They have been renting out the property for twelve years and currently advertise on a website. A rental contract is required, with rules posted in each building. Mr. Haddon stated that they are licensed through the state to rent their property as a resort and the property is inspected yearly by the Health Department. Representatives from the Town Board, fire department and neighbors were present to voice concerns regarding fireworks and firearms. Chairman Stuchlak stated that the Committee would be driving by the Zachary Nemitz property at 710 Gale Avenue in the Town of Springville to view a property condemned by the County and would then reconvene at the Courthouse in Friendship for the scheduled Public Hearings and business portion of the meeting.

RECESS from site visit: 8:45 A.M.  
RECONVENE at the courthouse: 9:36 A.M.

Chairman Joe Stuchlak called the Adams County Planning & Zoning Committee to order at 9:36 A.M. Roll call was taken with all members present. Was this meeting properly announced? Phil McLaughlin stated that it was. Terry James made a motion to approve the agenda as noticed. Barb Morgan seconded the motion. All in favor. Motion carried.

Public Hearings: Terry James made a motion to bring the tabled Dale Haddon conditional use request from the table. Randy Theisen seconded the motion. All in favor. Motion carried. Phil McLaughlin explained that it was brought to his attention and has since been confirmed by Corporation Counsel regarding case law that if a Conditional Use is not specifically listed as a conditional use, it cannot be granted. Existing nonconforming uses were also discussed. The Planning & Zoning Department will now be implementing a Nonconforming Use Registration to document these uses that existed prior to County Zoning. Mr. McLaughlin further stated that he advises that the Committee not vote on this request as the County Zoning Ordinance does not specifically list short term rental as a Conditional Use in A1-15. Discussion followed. Adjacent owners were allowed to speak and asked who they should contact and what could be done in a case of renters shooting guns and fireworks, they were advised to contact Sheriff Wollin to find out in advance what the Sheriff's Department would be able to address in a nuisance complaint situation. Chairman Stuchlak stated that the Committee would move onto the next request. Evelyn Voboril Revocable Living Trust & Central States Tower II – Conditional Use Permit request under Section 3-5.00 of the Adams County Comprehensive Zoning Ordinance to allow a 250' self supporting communications tower with a 12' x 26' equipment building on property located in the NW ¼, SE ¼, Section 23, Township 18 North, Range 6 East on 8<sup>th</sup> Drive, Town of Preston, Adams County, Wisconsin. Glenn Licitar made a motion to grant the Conditional Use Permit. Barb Morgan seconded the motion. Roll Call Vote: 7 – Yes. Motion carried. Josef Limbrunner/Ryan & Paul Roeder & SBA Towers/Verizon Wireless - Conditional Use Permit request under Section 3-5.00 of the Adams County Comprehensive Zoning Ordinance to allow a 300' communications tower on property located in the NW ¼, SW ¼, Section 5 and NE ¼, SE ¼, Section 6, Township 14 North, Range 6 East at 3671 State Road 13, Town of Dell Prairie, Adams County, Wisconsin. Mike Keckeisen made a motion to grant the Conditional Use Permit. Barb Morgan seconded the motion. Roll Call Vote: 7 – Yes. Motion carried.

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

RECESS: 10:45 A.M.  
RECONVENE: 10:51 A.M.

Public Hearing for Amendments to the Zoning Map for the Town of Colburn – Zoning change on parcels that were zoned based on incorrect acreage calculations, parcels that were not zoned according to the existing use and additional parcels as appropriate. Phil McLaughlin explained to everyone present that the Town of Colburn adopted County Zoning on December 7, 2011. This hearing is to take proactive corrective action with regard to the zoning of parcels on the newly adopted Zoning Map that were incorrectly zoned because of parcel size. In addition to those parcels, there were several others that needed to be changed because of imminent land splits or were overlooked as being business or public areas. Discussion followed Terry James made a motion to adopt the noted changes and forward that recommendation to the County Board for final approval. Glenn Licitar seconded the motion. Roll Call Vote: 7 Yes. Motion carried.

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

Diane England made a motion to approve the minutes from the January 4, 2012 meeting as presented. Barb Morgan seconded the motion. All in favor. Motion carried.

Greg Rhinehart presented the Surveyor's report for the month of January 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: Jodi Helgeson mentioned that GCS has been working really slow recently and was informed that is because there are issues with permitting software for the Planning & Zoning Department. Land Information: Ms. Helgeson explained that the County mapping system is changing over to all digital within the next year, which means the paper maps will be phased out. Tyler Grosshuesch will explain the work flow. The Committee suggested that he wait until the April meeting in the event that there are new Committee members. Randy Theisen made a motion to accept the Register of Deeds and Land Information reports as presented. Terry James seconded the motion. All in favor. Motion carried.

Planning & Zoning Updates: Phil McLaughlin informed the Committee that the office has been working with the GCS software for the permitting system.

Discussion was held regarding the transfer of Nonmetallic Mining Reclamation Ordinance from LWCD to P&Z for administration and enforcement. Randy Theisen made a motion to transfer the Ordinance to Planning & Zoning. Barb Morgan seconded the motion. All in favor. Motion carried.

Phil McLaughlin presented the Financial Report for the month of December and the Comp Time Report to the Committee for review. Glenn Licitar made a motion to approve the Financial Report and Comp Time Report as presented. Mike Keckeisen seconded the motion. All in favor. Motion carried.

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Correspondence: None.

Next meeting date: March 7, 2012

Terry James made a motion to adjourn. Glenn Licitar seconded the motion. All in favor. Motion carried.

Adjourned: 11:52 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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Mike Keckeisen

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Diane England

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Cathy Allen, Recording Secretary

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