PLANNING & ZONING COMMITTEE MINUTES
AUGUST 7, 2007

PRESENT: Douglas Richmond, John Healy, Phil Baebler
ABSENT: Fred Teitgen, Tim O’Neil

STAFF: John Bluemke, Director, Michael Stapleton, Zoning Administrator,
Susan Runnion, Office Administrator, Randy Thompson, Planning
Administrator

BUSINESS MEETING

12:30 PM

1. Chair Doug Richmond called the meeting to order at 12:30 PM.

2. Certification of Open Meeting Law

3. Roll call was taken and a quorum declared present.

4. Approval of Agenda

Motion by Mr. Healy to approve Agenda of August 7, 2007 Planning & Zoning
Committee Regular Meeting & Public Hearing, Seconded by Mr. Teitgen.
Motion carried unanimously.

5. Approval of Minutes

Motion by Mr. O’Neil to approve Minutes of July 3, 2007 Planning & Zoning
Committee Regular Meeting & Public Hearing, Seconded by Mr. Healy.
Motion carried unanimously.

6. Department Report
   a. Financial
      • Out of County travel
      • Expenditure Report

Motion by Mr. Teitgen to approve Expenditure Report. Seconded by
Mr. Baebler.
Motion carried unanimously.

• 2008 Budget
  Mr. Teitgen suggests raising 2009 Budget figures by 1%. Mr. O’Neil
  points out the Public Hearing category was not consistent and requires
  correction. Chair Doug Richmond inquires about revenue being down.
Mr. Bluemke explains that the budget has never been covered by revenue. State mandates for sanitary systems could be revised and affect revenue.

b. Comprehensive Planning

Mr. Thompson reports that a few concerned citizens attended the Open Houses along with Eugene Hahn. The next step is the Public Hearing. The Public Hearing for the recommended plan will take place on September 4th at 6:30 pm after the regular Planning and Zoning Committee Meeting. Specific property questions will not be permissible and possible time limit per speaker. Plan will be presented to County Board in September. Jon Steinhaus can explain any changes.

c. Enforcement

Mike Stapleton reviews Enforcement Report. Explains complaint related to noise levels at Yahara. Decibel levels monitored and no violation found. A letter has not been forwarded to Country Life Ministries.

d. Ordinance Update

2:00 PM
7. View Sites

4:00 PM
8. Public Hearing

Item I – Zoning Change – Agricultural to Rural Residential – Dennis Stilson, Petitioner and Owner – Town of Arlington

Mr. Bluemke presents the staff report.

Chair Doug Richmond asks if anyone has any questions.

Petitioner present and did not have anything to add.

Chair Doug Richmond asks if anyone is in favor of petition.

Chair Doug Richmond asks if anyone is against the petition.

Town Board not present, but Minutes on file. Town recommended approving the rezoning.

Motion by Mr. O’Neil to approve rezoning from Agricultural to Rural Residential. Seconded by Mr. Baehler.

Motion amended by Mr. Teitgen to include recorded Certified Survey requirement. Motion carried unanimously.
Item II – Zoning Change – Commercial to Highway Interchange– Larry and Lorraine Gapinski, Petitioners and Owners – Town of Fort Winnebago

Mr. Bluemke presents the staff report.

Chair Doug Richmond asks if anyone has any questions.

Attorney John Miller present and representing Petitioner. He did not have anything to add.

Chair Doug Richmond asks if anyone is in favor of petition.

Chair Doug Richmond asks if anyone is against the petition.

Town Board not present, but Minutes on file. Town recommended approving the rezoning.

Motion by Mr. Teitgen to approve rezoning from Commercial to Highway Interchange with recorded Certified Survey. Seconded by Mr. Healy contingent upon Town approval.

Item III – Conditional Use Permit – Robert Smith, Petitioner, Larry and Lorraine Gapinski, Owners – Manufacturing and Wholesale of Nutrients for Animals – Town of Fort Winnebago

Mr. Bluemke presents the staff report.

Chair Doug Richmond asks if anyone has any questions.

Attorney John Miller present and representing Petitioner. Petitioner has concerns about Recommendations 5 and 6. Would like the flexibility to park two vehicles outside and have two advertising signs.

Discussion related to sign takes place.

Ken Jahn – Three River Signs
1102 W. Wisconsin and 1316 Wauona Trail,
Portage, WI

Adds that Tractor Supply has 8’x24’ sign which is visible from the Interstate.

Motion by Mr. Healy to approve 130 sq ft. sign on West sign of building and 72 sq. ft. sign on East side of building. Seconded by Mr. Baebler. Motion passed, but not unanimous.

Mr. Healy – Yes, Mr. Richmond – Yes, Mr. Baebler – Yes, Mr. O’Neil – Yes, Mr. Teitgen – No.
Mr. O’Neil inquires about hours of operation. Will there be a night shift and how many employees?

Attorney John Miller responds there are three employees and the owner. There will be delivery trucks required.

Mr. O’Neil suggests no more than two vehicles parked outside overnight when the business is closed.

Motion by Mr. O’Neil to change parking condition to “No more than two vehicles stored overnight”.
   Seconded by Mr. Teitgen.
   Motion carried unanimously.

Chair Doug Richmond asks if anyone is in favor of petition.

Chair Doug Richmond asks if anyone is against the petition.

Roger Reible, Town of Leeds was present, Minutes on file. Town recommended approving the Conditional Use Permit.

Motion by Mr. Teigen to approve Conditional Use Permit for Manufacturing and Wholesale of nutrients for Animals with the conditions modified and the stated findings, conclusions and conditions.
   Seconded by Mr. Baebler.
   Motion carried unanimously.

The Conditional Use Permit would be effective when the Rezoning is approved at County Board.

Recommended Findings:

1. The property is owned by Larry and Lorraine Gapinski
2. Russell Smith is proposing to change the Conditional Use Permit from auto restoration to manufacturing and wholesaling an organic supplement.
3. The site plan does not increase the size of the existing building or parking areas.
4. The Fort Winnebago Town Board has reviewed and recommended approval of the Conditional Use Permit.
5. Title 16, Chapter 1 of Columbia County Code of Ordinance is applicable to this site.

Recommended Conclusions:

1. The application qualifies for a Conditional Use Permit
2. This is a highway interchange use that is consistent with the purpose and intent of the ordinance.
3. The proposed use does not conflict with current use of any adjacent property, nor does it limit the usefulness of adjacent properties for uses permitted under their current zoning classifications.
4. The property is physically well suited for the proposed use and has appropriate highway access.
5. The proposal does not present a likelihood of any unacceptable impacts when considered in light of the general criteria of Sec. 16-1-18(e).
6. The site plan is compatible with the commercial character of the general vicinity and will not change the character of the area as to substantially impact current or future permitted uses in the vicinity.

Recommended Conditions:

1. The conditions requested by the Town of Fort Winnebago in its June 18, 2007 resolution on are hereby incorporated by reference as part of this Conditional Use Permit; however, the County is not responsible for enforcing said conditions, unless an individual condition is specifically included below as a condition of approval. In the event the Town submits a finding of noncompliance with any item of the above referenced letter for which the County has not assumed direct enforcement authority, upon written request by the Town the County reserves the right to review the Conditional Use Permit.
2. The Conditional Use Permit shall become effective upon the rezoning of the property from Commercial to Highway Interchange and proof of the transfer of the property to Russell Smith.
3. There shall be no storage of equipment or other material outside of the building.
4. Any amendments to the site plan shall be reviewed and approved by the Department with significant changes being referred to the Town and Committee for action.
5. Two wall sign no larger than 130 square feet on the west sign of building and 72 square feet on east side of building is allowed; any additional signage must be reviewed by the Town and approved by the Planning & Zoning Committee.
6. There shall be no more than two vehicles parked outside of the building overnight.
7. New lighting for the facility shall be oriented so that the lighting element (or transparent shield) is not visible from the adjacent residential property. The use of shielded luminaries and careful placement of fixtures is encouraged to facilitate compliance with this requirement.
8. CTH CX cannot be used for maneuvering trucks and other vehicles that making pick ups and deliveries to the business.
9. The operator shall comply with and obtain all necessary permits required by applicable federal, state, and local regulations.
10. If the Planning and Zoning Committee finds that the review criteria of the Section 16-1-18(e) of the Columbia County Zoning Ordinance or the conditions stipulated by the Conditional Use Permit approved by the
Committee Decision are not being complied with, the Planning and Zoning Committee, after a public hearing, may revoke the conditional use permit.

**Item IV – Zoning Text Amendment - Signs**

Mr. Bluemke explains proposed amendment.

Chair Doug Richmond asks if anyone has any questions.

Ken Jahn  
1102 W. Wisconsin and 1316 Wauona Trail, Portage, WI

Ken Jahn states that he doesn’t understand the logic. Off premise signs are subject to county and state sales tax. Feels the $500 non-refundable application fee is too high. Must be a better way to control signs.

Mr. Teitgen states that billboards take away tremendously from the natural environment. The state has come up with ways to help you find your way as a traveler. I feel that it is ugly and there are other ways to attract people.

Discussion takes place about how fee was determined. Mr. Bluemke said fee was justified by Corporation Counsel.

Mr. Bluemke states this is an interim solution until a sign ordinance is developed.

Ken Jahn states that we had a one year moratorium and he lost $30,000 of income because of it. Feels this change is a fancy word for moratorium. Would like to see the ordinance requirement be on a fast track and completed in 90-100 days.

Cathy Manthey  
Real Estate Representative

Cathy Manthey feels the need for real estates signs to be larger than 12 square feet. For example when advertising an industrial property.

Ken Jahn states the State of Wisconsin charges an application fee of $175.

Motion by Mr. O’Neil to amend Text Amendment (11.d) to “Signs located within the interior of buildings are not visible to outside of the building”. (11.e) should be revised to be “32 square feet in Commercial and Industrial Zoned Districts and 12 square feet in Residential Districts”.  
Seconded by Mr. Teitgen

Chair Doug Richmond asks if anyone is in favor of petition.

Chair Doug Richmond asks if anyone is against the petition.
Motion by Mr. Teitgen to adopt Text Amendment.
Seconded by Mr. O’Neil.
Motion passed, but not unanimous.
Mr. Teitgen - Yes, Mr. O’Neil – Yes, Mr. Richmond – Yes, Mr. Healy– no, Mr. Baeblor – No.

9. Adjourn
Motion by Mr. Teitgen to adjourn meeting. Seconded by Mr. Healy.
Motion carried unanimously.

Next meeting at Columbia County Administration Building
Meeting adjourned at 4:30 pm.

Respectfully submitted,

Fred Teitgen, Secretary
Planning and Zoning Committee
Recording Secretary

Susan Runnion
Office Administrator

cc: Committee Members
    Harlan Baumgartner, County Board Chair
    Debra Wopat, County Board Vice Chair
    Susan M. Moll, County Clerk