PLANNING & ZONING COMMITTEE MINUTES
APRIL 1, 2008

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

STAFF: John Bluemke, Director, Michael Stapleton, Zoning Administrator, Susan Runnion, Office Administrator, Brian Zirbes, Principal Planner

ALSO PRESENT: Harlan Baumgartner, Chair -Columbia County Board of Supervisors, Debra Wopat, Vice Chair -Columbia County Board of Supervisors

BUSINESS MEETING

1:00 PM

1. Chair Richmond called the meeting to order at 1:00 PM

2. Certification of Open Meeting Law

3. Roll Call

4. Approval of Agenda

   Mr. Bluemke requests that “Ordinance Update” be replaced with Moratorium related to Floodplain

   Motion by Mr. Teitgen to approve amended Agenda of April 1, 2008 Planning & Zoning Committee Regular Meeting & Public Hearing. Seconded by Mr. O’Neil.

   Motion carried unanimously.

5. Approval of Minutes

   Mr. O’Neil points out two revisions; Page 3, identify individual making motion as “Mr. Teitgen” and Page 12, Peter McKeever representing “Marcellon Concerned Citizens (MCC)”

   Motion by Mr. O’Neil to approve amended Minutes of March 4, 2008 Planning & Zoning Committee Regular Meeting & Public Hearing. Seconded by Mr. Teitgen.

   Motion carried unanimously.
6. Department Report
   a. Financial
      • Out of County travel – Mr. Stapleton and Mr. Bluemke will be traveling to Mosinee for WCCA Conference on April 3, 2008

      Motion by Mr. Teitgen to approve Out of County travel. Seconded by Mr. Baebler.
      Motion carried unanimously.

      • Expenditure Report

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

   b. Enforcement –
      Mr. Stapleton reviews Enforcement Report.

   c. Planning Update –
      Mr. Zirbes distributes updated Status Report. No progress with the Town of Pacific in at least one year and Caledonia and Lodi are in process. Currently working on West Point Park Plan.

   d. Ordinance Update –

      • Mr. Bluemke states that no replies to the Request for Proposal have been received and the deadline is 4:00 today. With lack of response, Mr. Bluemke suggests pursuing an individual on a “Time & Material” basis.

      • Mr. Bluemke explains the need for a 90 day Moratorium for new development in Floodplain II. This will preserve the ability to maintain flood insurance without suspension.

      Motion by Mr. O’Neill to approve the (90-Day) Moratorium on new Development in Flood Plain II District. Seconded by Mr. Teitgen.
      Motion carried unanimously.

      • Mr. Bluemke shares status of Floodplain Ordinance and proposed “Floodplain Permit Fee” of $100. County will be responsible for issuing Occupancy Permits in Floodplain.

      Motion by Mr. Teitgen to approve Floodplain Permit Fee of $100. Seconded by Mr. Healy.
      Motion carried unanimously.

2:00 PM
7. View Sites
4:00 PM

8. Postponed Items
Item I – Sign Regulations – Postponed from March 4, 2008

Discussion takes place regarding space required for new technology, on-premise sign for nonresidential uses, inflatable signs and definition of “temporary”.

Mr. Bluemke suggests defining “temporary” as “less than 30 consecutive days”.

Motion by Mr. Teitgen to recommended the County Board approve the proposed Sign Regulation Section 16-1-13A with amendments including revised definition of temporary “less than 30 consecutive days”. Seconded by Mr. O’Neil.

Motion carried unanimously.


Mr. Teitgen submits a document with amended conditions and considerations.

Mr. Bluemke confirms the revised staff report document was forwarded to the Petitioner, Owner and Attorney’s McKeever and Sweeney.

Mr. Healy asks if Kraemer Company, LLC has received the revised staff report document with revised conditions.

Attorney Sweeney confirms receipt and declares they are acceptable.

Mr. Teitgen presented additional conditions that he thought should be included if a permit were to be approved. Mr. Teitgen also noted that the Ordinance states that certain uses cannot be classified as outright use, but may be allowed with due deliberation. Mineral extraction is listed as an Agricultural use. Mr. Teitgen also stated that an alternative locations analysis as described in Ordinance provision 16-1-5(b)(2) should be performed. This should include the County Comprehensive Plan aggregate deposit map.

Mr. Teitgen also stated that given the nature of this request that the Committee should make a site visit onto the property itself. Mr. Bluemke said he would arrange such a visit with the petitioner noting that the site visit would be published as a public meeting.

Mr. Teitgen then stated that a groundwater assessment of effects and risks due to spillage of contaminants should be performed.
Mr. O’Neil comments that Mr. Teitgen’s revised list of conditions make good sense. One item not mentioned, is the DNR study regarding the potential of endangered species. This item should be added to the list. Mr. Bluemke notes this is already covered under condition 2.c.

Mr. Healy comments that he had hoped to say “yes” or “no” today, but Mr. Teitgen is throwing a lot of stuff out there.

Chair Richmond inquires as to how many mines are in the area?

Mr. Bluemke stated that the nonmetallic mine sites are mapped in the Comprehensive Plan. Representatives from Kraemer indicated their closest limestone mine is in Marquette County and is approximately 30 miles from proposed site.

Chair Richmond asks if Kraemer has a map of geological sites (limestone) in the area.

Susan Courter, Courter Resource Group  
2405 Doty Street  
Oshkosh, WI

Points out Geological Cross Section Diagram (not site specific) and explains that the water table is at the base of the pit. Kraemer plans to be 100’ above the water table. Removal of dolomite will occur and sandstone will remain.

Motion by Mr. Teitgen to add additional conditions and adjustments of his document and delay deliberation until June 3, 2008 Columbia County Planning & Zoning Committee meeting. Planning and Zoning staff to perform alternative locations analysis. Kraemer to perform groundwater analysis. Seconded by Mr. O’Neil.

Motion carried unanimously.

9. Public Hearing

Item I - Conditional Use Permit – Donald J. Rocker, Petitioner and Owner – Town of Fort Winnebago – Mini-Warehouse Expansion

Chair Richmond opens Public Hearing

Mr. Bluemke presents the staff report.

Mr. Teitgen asks if exterior lighting will be placed on the south side of the building facing the lot line. The petitioner states that no lighting fixture will be placed on that side of the building.

Chair Richmond asks if anyone has any questions.
Petitioner present and did not have anything to add.

Chair Richmond asks if anyone is in favor of petition. (no comments)

Chair Richmond asks if anyone is against the petition. (no comments)

Town Board was present and stated that the Town recommended approving the Conditional Use Permit.

Chair Richmond closes Public Hearing.

Motion by Mr. O’Neil to approve Conditional Use Permit for Mini-Warehouse Expansion.
And adopt the findings, conclusions and conditions.
Seconded by Mr. Baebler.
Motion carried unanimously.

Findings:

1. The property is owned by Donald Roeker.
2. Donald Roeker is proposing to modify the original site plan by adding one building.
3. The site plan will expand the area subject to Conditional Use Permit approved in September 1991 and September 2004.
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.

Conclusions:

1. The application qualifies for a Conditional Use Permit
2. This is an expansion of 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). The expanded site plan is compatible with the commercial and industrial 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.
6. The application qualifies for a Conditional Use Permit.
Conditions:

1) There shall be no storage of equipment or other material outside of the buildings.
2) New lighting for the facility shall be oriented so that the lighting element (or transparent shield) is not visible from an adjacent property or right-of-way. The use of shielded luminaries and careful placement of fixtures is encouraged to facilitate compliance with this requirement.
3) A landscaping plan be submitted to and approved by the Planning and Zoning Department no later than June 31, 2008 and be installed no later than December 31, 2008. All new evergreens to be planted must be at least 4’ high, deciduous trees at least 1 ½” in caliper, and shrubs at least 1’ high. The landscaped area, including any mulch and edging and lawn shall be maintained, and all planting shall be maintained and replaced if diseased or dead.
4) Any amendments to the approved site plans, additions or changes in the design or size of the structures or capacity of the facility shall be referred to the Town for review and the Committee for action.
5) The applicant and owner shall comply with and obtain all necessary permits required by applicable federal, state, and local regulations.
6) If the Planning and Zoning Committee finds that the review criteria of Section 16-1-18(e) of the Columbia County Zoning Ordinance or the conditions stipulated in the Committee Decision are not being complied with, the Planning and Zoning Committee, after a public hearing, may revoke the conditional use permit.


Chair Richmond opens Public Hearing.

Mr. Bluemke presents the staff report.

Chair Richmond asks if anyone has any questions.

Petitioner present and states that construction for church would begin in 3-5 years.

Chair Richmond asks if anyone is in favor of petition. (no comments)

Chair Richmond asks if anyone is against the petition. (no comments)

Town Board was present and stated that the Town recommended approving the rezoning.

Chair Richmond closes Public Hearing.
Motion by Mr. Healy to approve rezoning from Agricultural to Single Family Residential. Seconded by Mr. Baebler. Motion carried unanimously.

**Item III - Zoning Change – Agricultural to Rural Residential and Agricultural to Agricultural with Agricultural Overlay. Beverly A. Baerwolf, Petitioner and Owner – Town of Lowville**

Chair Richmond opens Public Hearing.

Mr. Bluemke presents the staff report.

Chair Richmond asks if anyone has any questions.

Petitioner was not present, but the potential buyers were present.

Chair Richmond asks if anyone is in favor of petition. (no comments)

Chair Richmond asks if anyone is against the petition. (no comments)

Town Board was present and stated that the Town recommended approving the rezoning.

Chair Richmond closes Public Hearing.

Motion by Mr. Teitgen to approve rezoning from Agricultural to Rural Residential and Agricultural with Agricultural with Agricultural Overlay effective upon recording of Certified Survey Map. Seconded by Mr. O’Neil. Motion carried unanimously.

**Item IV - Zoning Change – Single Family Residential, Patricia Farrell & Gary Gruber, Petitioners and Owners – Town of Arlington**

Chair Richmond opens Public Hearing.

Mr. Bluemke presents the staff report.

Mr. Teitgen points out that the second line of the Staff Report should be revised to state “recommend the approval to rezone a parcel”.

Chair Richmond asks if anyone has any questions.

Chair Richmond states that horses are not permitted in proposed Zoning District.
Petitioner was present and states the property is for sale and they are aware of restriction.

Chair Richmond asks if anyone is in favor of petition. (no comments)

Chair Richmond asks if anyone is against the petition. (no comments)

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

Chair Richmond closes Public Hearing.

**Motion by Mr. Baebler to approve rezoning from Agricultural to Single Family Residential.**

**Seconded by Mr. Healy.**

**Motion carried unanimously.**

**Item V- Floodplain Zoning Ordinance Amendment**

Mr. Bluemke explains that the current ordinance has been in effect since 1983 and does not meet minimum state or federal standards. In the process of seeking FEMA approval for proposed Ordinance. Committee may recommend proposed ordinance for approval and keep in touch with FEMA.

Chair Richmond asks if changes are anticipated from FEMA.

Mr. Bluemke explains any amendments will be presented to the Board prior to adoption.

**Motion by Mr. Teitgen to recommend approval of the repeal and recreation the amended Title 16 Chapter 4- Floodplain Ordinance.**

**Seconded by Mr. Baebler.**

**Motion carried unanimously**

10. Adjourn

**Motion by Mr. Healy to adjourn meeting. Seconded by Mr. Baebler.**

**Motion carried unanimously.**

Meeting adjourned at 5:30 PM.

Respectfully submitted,

Douglas Richmond, Chair
Planning & Zoning Committee
Susan Runnion
Office Administrator

cc: Committee Members
    Harlan Baumgartner, County Board Chair
    Debra Wopat, County Board Vice Chair