PLANNING & ZONING COMMITTEE MINUTES
JULY 7, 2009

PRESENT: Douglas Richmond, Phil Baebler, John Healy, Fred Teitgen, Harlan Baumgartner

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

ALSO PRESENT: Robert R. Westby, Vice Chair – Columbia County Board of Supervisors, Attorney Jeff Clark – Lathrop & Clark LLP, Kurt Dey – Columbia County Highway Commissioner, Harry Brar – North Point Real Estate

BUSINESS MEETING

1:30 PM

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

2. Certification of Open Meeting Law

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

4. Approval of Agenda

   Mr. Bluemke would like to switch Items 6 & 7 and add an item – Budget/Staffing”.

   Motion by Mr. Teitgen to approve Agenda of July 7, 2009 Planning & Zoning Committee Regular Meeting & Public Hearing with amendments.
   Seconded by Mr. Healy.
   Motion carried unanimously.

5. Approval of Minutes

   Motion by Mr. Healy to approve Minutes of June 2, 2009 Planning & Zoning Committee Regular Meeting & Public Hearing.
   Seconded by Vice Chair Baumgartner.
   Motion carried unanimously.

Mr. Bluemke states that Columbia County Highway Department did not receive Site Plan for North Point Plaza to review. It also appears that work occurred in the ROW without a permit.

Mr. Teitgen states he has had concern for some time that committee has not been fully meeting requirements of highway access ordinance that requires either an existing access or an access permit before granting approval for subdividing, rezoning, or conditional use permits. North Point is a little unusual in that it had existing accesses but the accesses were rebuilt as part of the reconstruction of the facility.

Vice Chair Baumgartner asks if there is an existing curb that needs to be removed?

Mr. Dey responds that he will investigate and place findings in a letter form after the site visit.

Chair Doug Richmond inquires about what type of form or process is in place which allows Departments to sign off on site plans.

Attorney Clark explains that Mr. Brar has participated in a three year process which included multiple plans and reviews by the Town, Planning & Zoning Committee and Board of Adjustment. They have not gone to County Highway Department for review in the past. He explains there are not a whole lot of dollars available for modification.

Kim Lindholm - Town of Dekorra Planning Commission felt the procedure was adhered to and county highway personnel had plenty of opportunity to observe construction taking place over an extended period of time and they strongly support North Point Plaza. Perhaps there could be a checklist and no permits are issued until everyone signs off.

Mr. Bluemke asks when the Highway Committee will be meeting next?

Mr. Dey responds they will be meeting on August 6th at which time he will relay findings to his Committee and seek their recommendation for possible variances.

Mr. Bluemke to consider some form of checklist and discuss possible ordinance revisions with Mr. Dey and then present to committee.

7. Final Plat - Holzem Plat, Town of Newport -

Mr. Bluemke explains that the Town of Newport has not formally acted on the Final Plat review. The Plat will need approval from the Town of Newport and the City of Wisconsin Dells.
Motion by Mr. Teitgen to approve Final Plat and Variance for multiple frontage lots after approval by the Town of Newport and the City of Wisconsin Dells.
Seconded by Mr. Baehler.
Motion carried unanimously.

8. Building Space Needs Report

Only comment heard from the public was how topic could be broached when furloughs and layoff are eminent.

9. Department Report

a. Planning Update – Mr. Thompson provides update.
b. Enforcement - Mr. Stapleton reviews Enforcement Report
c. Financial
   - Out of County travel –Mr. Bluemke not aware of any upcoming travel
   - Expenditure Report

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

d. Ordinance Update
   - Town Advisory Committee Update –
   - Amendment Plan –Mr. Thompson reiterates Plan Amendment process. Would like approval of the Fee Schedule.

Motion by Vice Chair Baumgartner to approve proposed Fee Schedule for Comprehensive Plan Amendment.
Seconded by Chair Richmond.
Motion carried unanimously.

e. NR 115 –

Mr. Stapleton explains that NR115 was adopted by the Natural Resource Board and goes to legislature for next review. If approved, it would become affective this fall and we would have two years to update the Shoreland Ordinance. Environmentally it is good, but it will create additional administrative work and may be difficult to implement.

f. Budget/Staffing –

Mr. Bluemke states that Richard Biech turned in his resignation and his last day will be July 24th. Tom Robson has indicated that he plans to depart around December 1st. Need to discuss staffing issues long term.
4:00 PM
10. Public Hearing

Item I- Zoning Change – Single Family Residential to Rural Residential, Sandy & Debra Turrell, Petitioners and Owners – Town of Pacific

Chair Richmond opens Public Hearing.

Mr. Bluemke presents the staff report.

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 present. George Beasley states that the Town Board recommended approval of the rezoning.

Chair Richmond closes Public Hearing.

Motion by Mr. Teitgen to approve rezoning from Single Family Residential to Rural Residential.
Seconded by Mr. Healy.
Motion carried unanimously.

Item II- Zoning Change – Industrial to Single Family Residential, Steve P. Wills, Petitioner and Owner – Town of Pacific

Chair Richmond opens Public Hearing.

Mr. Bluemke presents the staff report.

Chair Richmond asks if anyone has any questions.

Mr. Teitgen asks if the Town should be encouraged to rezone two other similar properties.

Mr. Beasley explains that Petitioner’s brother may be rezoning the other properties.

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 present. George Beasley states that the Town Board recommended approval of the rezoning.

Chair Richmond closes Public Hearing.

Motion by Mr. Baepler to approve rezoning from Industrial to Single Family Residential.
Seconded by Vice Chair Baumgartner.
Motion carried unanimously.

Item III- Zoning Change – Agricultural to Rural Residential, Frank & Bernadine VanderVeen, Petitioners and Owners – Town of Courtland

Chair Richmond opens Public Hearing.

Mr. Bluemke presents the staff report.

Chair Richmond asks if anyone has any questions.

Petitioner present and did not have anything to add.

John Beattie
W551 CTH G
Randolph, WI

Has an easement across the property and inquires if the rezoning will affect his access.

Scott Hewitt explains that it will not affect the easement which is recorded.

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 Vice Chair Baumgartner to approve rezoning from Agricultural to Rural Residential and Agricultural to Agricultural with Agricultural Overlay effective upon the recording of the Certified Survey Map.
Seconded by Mr. Teitgen.
Motion carried unanimously.
11. Adjourn

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

Meeting adjourned at 4:30 PM.

Respectfully submitted,

Fred Teitgen, Secretary
Planning and Zoning Committee

Recording Secretary
Susan Runnion
Office Administrator

cc: Committee Members
   Debra Wopat, County Board Chair
   Robert Westby, County Board Vice Chair