

**PLANNING & ZONING COMMITTEE MINUTES  
JUNE 7, 2022**

PRESENT: Denise Brusveen, Doug Richmond, Adam Hahn, Harlan Baumgartner, Andrew Kolberg

STAFF: Kurt Calkins – Director of Planning & Zoning, Renee Pulver-Johnson – Principal Land Use Planner, Lauren Ramirez – Office Administrator

ALSO PRESENT: Susan Fischer – Corporation Counsel

**2:15 PM**

1. Call to order
2. Certification of Open Meeting Law & confirmed meeting was properly noticed and published
3. Roll Call was taken and a quorum declared present
4. Approval of Agenda

**Motion by Mr. Richmond to approve Agenda of June 7, 2022 Planning & Zoning Committee Regular Meeting & Public Hearing.  
Seconded by Mr. Kolberg.  
Motion carried unanimously.**

5. Approval of Previous Meeting Minutes

**Motion by Mr. Baumgartner to approve Minutes of May 3, 2022 Planning & Zoning Committee Regular Meeting.  
Seconded by Mr. Hahn.  
Motion carried, unanimously.**

6. Citizen Input

Travis Anderson and Consuelo Anderson were present.  
N2532 Goose Pond Road  
Poynette, WI (Town of Lowville)

Travis Anderson stated he and his wife own a small business – Goose Pond Homestead, and would like input from the Committee regarding a Land Use Violation on their property with a Tourist Rooming House.

Chair Brusveen directed the dialogue to Planning & Zoning staff. Mr. Calkins and Ms. Pulver-Johnson reviewed the history on this existing violation, and options for moving forward in compliance with the Zoning Ordinance.

Chair Brusveen concluded Citizen Input by requesting Travis and Consuelo Anderson email her at her County email.

No further Citizen Input.

7. Operational Overview

a. Approval of Expenditure Report

Mr. Calkins presented Expenditure Report and reviewed out of ordinary expenses.

**Motion by Mr. Richmond to approve Expenditure Report.**

**Seconded by Mr. Kolberg.**

**Motion carried unanimously.**

b. Department Budgets, Compensatory Time, Out of County Travel

c. Director's Staff Report/Update

Mr. Calkins reviewed Zoning 101 Informational packet, including Comprehensive Plan Amendments, Plan Map Amendments, and Farmland Preservation Plan Map Amendments.

**Site Visits** (were not needed)

8. Public Hearing – 2:00 PM

Item I Plan Map Amendment – Future Land Use Map: Agricultural or Open Space and Single-Family Residential to Agriculture or Open Space and Single-Family Residential, and Farmland Preservation Plan Map: Farmland Preservation Area and Developed/Infill Area to Farmland Preservation Area and Developed/Infill Area: Petitioner: Bourbon Ridge Development, LLC – Town of Dekorra

Chair Brusveen opened Public Hearing.

Ms. Pulver-Johnson presented Staff Report.

Chair Brusveen asked if anyone has any questions.

Agent Jim Grothman – Grothman & Associates was present.

Chair Brusveen asked if anyone is in favor of the petition. (no comments)

Chair Brusveen asked if anyone is against the petition.

Gary Leatherberry was present.  
N3076 Smith Road  
Poynette, WI

Gary Leatherberry said he is opposed to this petition due to density requirements, and the unpredictability of land use with properties around his property.

Michael Lord was present.  
W10447 County Highway CS  
Poynette, WI

Michael Lord said he is not for or against this proposal, but had concerns about protection of his own property in regards to being on the downward side of the hill.

Chair Brusveen asked if anyone else is against the petition. (no comments)

Chair Brusveen asked if the Committee has questions.

Mr. Richmond asked if the previous plat was recorded that shows the land how it is now, could be built upon.

Ms. Pulver-Johnson confirmed it was, and it can be built upon as-is.

Town Board not present, but Approval is on file.

Chair Brusveen closed the Public Hearing.

**Motion by Mr. Richmond to recommend approval to amend 107.3 acres, more or less, of the Future Land Use map from Agricultural or Open Space and Single-Family Residential to Single-Family Residential land use designation, and to amend the same area on the Farmland Preservation Plan map from Farmland Preservation Area and Developed/Infill Area to Developed Infill Area, to amend 229.35 acres, more or less, of the Future Land Use map from Agricultural or Open Space and Single-Family Residential to Agricultural or Open Space land use designation, and to amend the same area on the Farmland Preservation Plan map from Farmland Preservation Area and Developed/Infill Area to Farmland Preservation Area, all effective upon recording of the Final Plat of Bourbon Ridge.**

**Seconded by Mr. Baumgartner.**

**Motion carried unanimously.**

Chair Brusveen questioned if this can wait until rezone.

Mr. Baumgartner, Mr. Calkins, and Ms. Pulver-Johnson explained process and need to approve so town can move forward. Also clarified that the rezone will be required with town approval.

Item II Zoning Change – A-1 Agriculture to RR-1 Rural Residence, and from A-1 Agriculture to A-1 Agriculture with A-4 Agricultural Overlay; Petitioner: Attoe Living Trust dated 7/17/2013, c/o James and Barbara Attoe, and Applicants: Allen and Lori Bongert – Town of Lowville

Chair Brusveen opened Public Hearing.

Ms. Pulver-Johnson presented Staff Report.

Chair Brusveen asked if anyone has any questions.

Applicant was present.

Chair Brusveen asked if anyone is in favor of the petition. (no comments)

Chair Brusveen asked if anyone is against the petition. (no comments)

Chair Brusveen closed the Public Hearing.

**Motion by Mr. Baumgartner to recommend approval of 2.32 acres, more or less, from A-1 Agriculture to RR-1 Rural Residence, and 32.68 acres, more or less, from A-1 Agriculture to A-1 Agriculture with A-4 Agricultural Overlay, all effective upon recording of the Certified Survey Map.**

**Seconded by Mr. Hahn.**

**Motion carried unanimously.**

Item III Conditional Uses Permit – For Commercial Entertainment or Recreation (Indoor/Outdoor): Conference/Event Center; Applicant: Harvest Moon Pond, LLC c/o Brian & Stephanie Showers) – Town of Lowville

Chair Brusveen opened Public Hearing.

Mr. Calkins presented Staff Report.

Chair Brusveen asked if anyone has any questions.

Property owner was present.

Chair Brusveen asked if anyone is in favor of the request.

Travis Anderson and Consuelo Anderson were present.  
N2532 Goose Pond Road  
Poynette, WI

Travis Anderson and Consuelo Anderson stated they are in favor of request for reasons such as positive facility, no negative effects on neighbors, and benefits to the community.

Chair Brusveen asked if anyone else is in favor of the request. (no comments)

Chair Brusveen asked if anyone is against the request. (no comments)

Town Board not present, but Approval is on file.

Chair Brusveen closed the Public Hearing.

**Motion by Mr. Richmond to approve Conditional Use Permit for  
Commercial Entertainment or Recreation (Indoor/Outdoor):  
Conference/Event Center at N3540 State Highway 22 as proposed in the  
application and accompanying submittals and subject to the following  
Findings, Conclusions, and Conditions of Approval.  
Seconded by Mr. Kolberg.**

**Findings of Fact:**

1. Upon review of the guidelines in Section 12.150.07(4) of the Columbia County Zoning Code, and with the explanation of the criteria in Attachment A of the Staff Report, the Committee finds the following:
  - a. The establishment, maintenance, or operation of the proposed use will not be detrimental to or endanger the public health, safety, or general welfare of the occupants of surrounding lands.
  - b. The use will be designed, constructed, operated, and maintained so as to be compatible, and be appropriate in appearance with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area such that the use will substantially impair or diminish the use, value, or enjoyment of existing or future permitted uses in the area.
  - c. The erosion potential of the site, based on topography, drainage, slope, soil type, and vegetative cover is minimal.
  - d. There is no existing or anticipated water pollution including sedimentation, and no impacts on floodplain and wetlands.
  - e. The site has adequate utilities, including acceptable disposal systems.
  - f. Access to streets and highways is suitable, and ingress and egress is designed to minimize traffic congestion and the potential effect on traffic flow.
  - g. The Conditional Use shall conform to the standards of the applicable district(s) in which it is located.

**Conclusions of Law:**

1. The subject property is located in the Town of Lowville and is zoned RC-1 Recreation. The District uses are listed in Table 12.105.02(1).
2. Brian and Stephanie Showers of Harvest Moon Pond, LLC are the petitioners for a Conditional Use Permit. The petition followed the procedures of Section 12.150.07(3) of the Columbia County Zoning Code.
3. The petitioners are proposing to continue the use of an existing Conference/Event Center within the RC-1 Recreation zoning district, and update their approvals accordingly to accommodate additional ticketed events.
4. Commercial Entertainment (Indoor/Outdoor) is allowed via Conditional Use Permit under Table 12.105.02(1) of the Columbia County Zoning Code.
5. The use is subject to the requirements of Section 12.125.26.
6. The Lowville Town Board has reviewed and approved the Conditional Use Permit with conditions in accordance with Section 12.150.07 of the Columbia County Zoning Code.
7. The Columbia County Planning and Zoning Committee has the authority under Sections 12.150.03(2)b. and 12.150.07 of the Columbia County Zoning Code to conduct public hearings, review, and decide on requests for Conditional Use Permits.

**Conditions for the Decision:**

1. The Conference/Event Center shall only be used for contracted or ticketed events. Attendees of the Conference/Event Center must be guests of those contracted or have a ticket for the scheduled event.
2. No tickets may be purchased for a ticketed event at the Conference/Event Center on the day of said event.
3. Primary access to the property shall be off Allan Road. The driveway access on State Highway 22 shall be utilized only by larger vehicles, such as busses, providing transportation or supplies to the property.
4. The sale of alcohol is permitted, provided all applicable permits and licenses are obtained.
5. All food must be catered or potluck.
6. No overnight lodging or camping is permitted.
7. Limited overnight parking shall be permitted within the designated parking area, provided that all vehicles are removed by 10:00 am the morning following a contracted event.
8. All parking for a contracted event must be located on-site, in the designated parking area.
9. Outdoor music/entertainment shall terminate by 9:00 pm, and indoor music/entertainment shall terminate by 11:00 pm.
10. The Conference/Event Center shall not be used as a tavern/bar open to the public.
11. Sounds from amplification devices shall not exceed 65 dBA at any property line.
12. Fireworks are prohibited.
13. The owner's website or other advertising and rental contracts shall state the approved conditions associated with this use.
14. Signage must comply with Section 12.145 of the Columbia County Zoning Ordinance.
15. Significant modifications to the approved site plan must be reviewed and approved by the Town and County.
16. The Planning and Zoning Department shall have the right of inspection for the purpose of determining compliance with this permit during normal working hours or upon reasonable notice outside of normal hours.
17. The owner shall comply with and obtain all necessary permits required by applicable federal, state and local regulations.
18. If the Planning and Zoning Committee finds that the review criteria of Section 12.150.07(4) of the Columbia County Zoning Code, 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.
19. Any agreement(s) or condition(s) pertaining to this Conditional Use Permit between the Town of Lowville and Brian and Stephanie Showers of Harvest Moon Pond, LLC are hereby incorporated as part of this Conditional Use Permit; however, the County is not responsible for enforcing said agreement(s) or condition(s), unless an individual point of the agreement(s) or condition(s) is specifically included above as a condition of approval. Any additional Town agreements or conditions are listed below. In the event that the Town submits a finding of noncompliance with any of the item(s) listed below, 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.

Item IV Zoning Change – A-1 Agriculture to RR-1 Rural Residence, and from A-1 Agriculture to A-1 Agriculture with A-4 Agricultural Overlay; Petitioner: Roger M Weiland & Daniel S Weiland – Town of Columbus

Chair Brusveen opened Public Hearing.

Mr. Calkins presented Staff Report.

Chair Brusveen asked if anyone has any questions.

Petitioner was present.

Chair Brusveen asked if anyone is in favor of the petition. (no comments)

Chair Brusveen asked if anyone is against the petition. (no comments)

Town Board not present, but Approval is on file.

Chair Brusveen closed the Public Hearing.

**Motion by Mr. Baumgartner to recommend approval of 1.2 acres, more or less, from A-1 Agriculture to RR-1 Rural Residence, and 33.81 acres, more or less, from A-1 Agriculture to A-1 Agriculture with A-4 Agricultural Overlay, all effective upon recording of the Certified Survey Map.**

**Seconded by Mr. Kolberg.**

**Motion carried unanimously.**

Item V      Conditional Use Permit: For a Tourist Rooming House; Applicant: Megan Draper – Town of Caledonia

Chair Brusveen opened Public Hearing.

Ms. Pulver-Johnson presented Staff Report.

Chair Brusveen asked if anyone has any questions.

Representative Jacob Malter – Property Manager, was present.

Chair Brusveen asked if anyone is in favor of the petition. (no comments)

Chair Brusveen asked if anyone is against the petition. (no comments)

Town Board not present, but Approval is on file.

Chair Brusveen closed the Public Hearing.

**Motion by Mr. Richmond to approve Conditional Use Permit for a Tourist Rooming House at N5549 Beich Road as proposed in the application and accompanying submittals and subject to the following Findings, Conclusions, and Conditions of Approval.**

**Seconded by Mr. Kolberg.**

**Findings of Fact:**

1. Upon review of the guidelines in Section 12.150.07(4) of the Columbia County Zoning Code, and with the explanation of the criteria in Attachment A of the Staff Report, the Committee finds the following:
  - a. Megan Draper is the owner of the subject property.

- b. Megan Draper is requesting a Conditional Use Permit to operate a Tourist Rooming House within the R-1 Single-Family Residence zoning district.
- c. The property is already developed with a single-family residence and driveway on site.
- d. The property is described as Lot 4 of Certified Survey Map No. 119, as recorded in Volume 1 of Certified Survey Maps, Page 119.
- e. The establishment, maintenance, or operation of the proposed use will not be detrimental to or endanger the public health, safety, or general welfare of the occupants of surrounding lands.
- f. The use will be designed, constructed, operated, and maintained so as to be compatible, and be appropriate in appearance with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area such that the use will substantially impair or diminish the use, value, or enjoyment of existing or future permitted uses in the area.
- g. The erosion potential of the site, based on topography, drainage, slope, soil type, and vegetative cover is minimal.
- h. There is no existing or anticipated water pollution including sedimentation, and no impacts on floodplain and wetlands.
- i. The site has adequate utilities, including acceptable disposal systems.
- j. Access to streets and highways is suitable, and ingress and egress is designed to minimize traffic congestion and the potential effect on traffic flow.
- k. The Conditional Use shall conform to the standards of the applicable district(s) in which it is located.

**Conclusions of Law:**

- 1. The subject property is located in the Town of Caledonia and is zoned R-1 Single-Family Residence.
- 2. A Tourist Rooming House is a conditional use within the R-1 Single-Family Residence zoning district.
- 3. The proposed use is consistent with the purpose and intent of the Columbia County Zoning Code.
- 4. Megan Draper is the petitioner for a Conditional Use Permit. The petition followed the procedures of Section 12.150.07(3) of the Columbia County Zoning Code.
- 5. The petitioner is proposing to use an existing single-family residence as a Tourist Rooming House, which is allowed as a Conditional Use under Table 12.110.02(1).
- 6. The Caledonia Town Board has reviewed and recommended approval of the Conditional Use Permit, with conditions, in accordance with Section 12.150.07 of the Columbia County Zoning Code.
- 7. The Columbia County Planning and Zoning Committee has the authority under Sections 12.150.03(2)b. and 12.150.07 of the Columbia County Zoning Code to conduct public hearings, review, and decide on requests for Conditional Use Permits.
- 8. The standards of Section 12.125.11(1) of the Columbia County Zoning Code as noted below are applicable:
  - (a) Occupancy shall be limited to two persons per bedroom, plus an additional two persons. At no time may the number of guests exceed eight regardless of the number of bedrooms in the unit. Two exits are required for each bedroom.
  - (b) The number of guest vehicles allowed on site is limited to the number of bedrooms in the tourist rooming house. On-street parking is prohibited. No recreational vehicle or tent may be used for living or sleeping purposes.
  - (c) Must meet all requirements associated with a single-family dwelling in Section 12.125.10(1). The appearance or use of the tourist rooming house shall not be altered in a manner that would cause the premises to differ from its residential character either by the use of colors, materials, construction, lighting, signs, or the emission of sounds, odors, dust or vibrations that carry beyond the premises.



- (d) The availability of the tourist rooming house to the public shall not be advertised on site.
- (e) Must be licensed by the State of Wisconsin.
- (f) In addition to any state required license fee, each operator of a tourist rooming house shall provide Columbia County with an annual fee to enable the County to confirm compliance with the standards of this chapter and fulfill state reporting requirements.
- (g) Conditional use permit may be subject to revocation or alteration if the Planning and Zoning Committee finds that these standards, the recommended Conditions adopted by the Planning and Zoning Committee, or the standards for all conditional use permits in Section 12.150.07(4) are not being met.

**Conditions for the Decision:**

1. The Conditional Use Permit shall not be transferable to another owner.
2. Accessory structures and camping units shall not be used as habitable structures.
3. Quiet hours shall be 10:00 pm – 8:00 am seven (7) days a week. Noise levels at the property line shall not exceed 55 dBA during these hours.
4. Pets shall be prohibited.
5. Outdoor wood fires shall be prohibited. All fires (grill, propane, etc.) shall be in a proper appliance and shall be extinguished during established quiet hours.
6. The use of fireworks shall be prohibited.
7. The use of firearms shall be prohibited.
8. Special events or parties in which more than 12 people are present shall be prohibited. Gatherings that include people that are not valid guests shall only take place outside of quiet hours. During quiet hours, the only persons on site shall be registered guests, not to exceed six (6).
9. Parking must be provided on-site, with a maximum of three (3) vehicles allowed. All off-street parking shall be on a paved or gravel surface and shall be arranged to facilitate easy ingress/egress of all vehicles.
10. Occupancy associated with the Tourist Rooming House shall be limited to six (6) persons.
11. A 24-hour contact number shall be provided to the Planning and Zoning Department and Town Clerk.
12. The 24-hour contact number shall be posted near the primary entrance door on a sign no larger than 12"x18" in case of a complaint or emergency. If the owner does not live within one hour's drive of the tourist rooming house, there shall be a local contact person.
13. A state sales tax number shall be obtained and provided to the Planning and Zoning Department.
14. The property shall remain free and clear from citation and charges for nuisance, disorderly conduct, or other illegal activity.
15. Garbage and recycled materials shall be properly stored and disposed of regularly.
16. The owner's website or other advertising site shall state that there are local government conditions and restrictions associated with this Tourist Rooming House in order to maintain a predominately single-family, owner-occupied character of the surrounding area.
17. The availability of the Tourist Rooming House to the public and tourists/transients shall not be advertised on site.
18. The appearance or use of the Tourist Rooming House shall not be altered in a manner that would cause the premises to differ from its residential character either by the use of colors, materials, construction, lighting, signs, or the emission of sounds, odors, dust or vibrations that carry beyond the premises.
19. The owner shall comply with and obtain all necessary permits required by applicable federal, state and local regulations.
20. The Planning and Zoning Department shall have the right of inspection for the purpose of determining compliance with this permit during normal working hours or upon reasonable notice outside of normal hours.

21. If the Planning and Zoning Committee finds that the review criteria of Subsection 12.150.07(4) of the Columbia County Zoning Code, 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.
22. In addition to any State required license fee, each operator of a Tourist Rooming House shall provide the County with an annual fee and an annual report on a form furnished by the County to confirm compliance with any applicable requirements or conditions of approval.
23. Any agreement(s) or condition(s) pertaining to this Conditional Use Permit between the Town of Caledonia and Megan Draper are hereby incorporated as part of this Conditional Use Permit; however, the County is not responsible for enforcing said agreement(s) or condition(s), unless an individual point of the agreement(s) or condition(s) is specifically included above as a condition of approval. Any additional Town agreements or conditions are listed below. In the event that the Town submits a finding of noncompliance with any of the item(s) listed below, 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.

Item VI Conditional Use Permit: For a Tourist Rooming House; Applicants: Brian Fifarek & Megan Fifarek – Town of Caledonia

Chair Brusveen opened Public Hearing.

Ms. Pulver-Johnson presented Staff Report.

Chair Brusveen asked if anyone has any questions.

Applicant was present.

Chair Brusveen asked if anyone is in favor of the petition. (no comments)

Chair Brusveen asked if anyone is against the petition. (no comments)

Town Board not present, but Approval is on file.

Chair Brusveen closed the Public Hearing.

**Motion by Mr. Richmond to approve Conditional Use Permit for a Tourist Rooming House at N4205 Gold Bluff Court as proposed in the application and accompanying submittals and subject to the following Findings, Conclusions, and Conditions of Approval with additional Condition to add hours of operation from 8am to 6pm.**

**Seconded by Mr. Hahn.**

**Findings of Fact:**

1. Upon review of the guidelines in Section 12.150.07(4) of the Columbia County Zoning Code, and with the explanation of the criteria in Attachment A of the Staff Report, the Committee finds the following:
  - a. Brian and Megan Fifarek are the owners of the subject property.

- b. Brian and Megan Fifarek are requesting a Conditional Use Permit to operate a Tourist Rooming House within the R-1 Single-Family Residence zoning district.
- c. The property is already developed with a single-family residence, accessory structure, and driveway on site.
- d. The property is described as Lot 12 of Shire Wood Plat, as recorded in Volume 1 of Plats, Page 317A.
- e. The establishment, maintenance, or operation of the proposed use will not be detrimental to or endanger the public health, safety, or general welfare of the occupants of surrounding lands.
- f. The use will be designed, constructed, operated, and maintained so as to be compatible, and be appropriate in appearance with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area such that the use will substantially impair or diminish the use, value, or enjoyment of existing or future permitted uses in the area.
- g. The erosion potential of the site, based on topography, drainage, slope, soil type, and vegetative cover is minimal.
- h. There is no existing or anticipated water pollution including sedimentation, and no impacts on floodplain and wetlands.
- i. The site has adequate utilities, including acceptable disposal systems.
- j. Access to streets and highways is suitable, and ingress and egress is designed to minimize traffic congestion and the potential effect on traffic flow.
- k. The Conditional Use shall conform to the standards of the applicable district(s) in which it is located.

#### **Conclusions of Law:**

1. The subject property is located in the Town of Caledonia and is zoned R-1 Single-Family Residence.
2. A Tourist Rooming House is a conditional use within the R-1 Single-Family Residence zoning district.
3. The proposed use is consistent with the purpose and intent of the Columbia County Zoning Code.
4. Brian and Megan Fifarek are the petitioners for a Conditional Use Permit. The petition followed the procedures of Section 12.150.07(3) of the Columbia County Zoning Code.
5. The petitioner is proposing to use an existing single-family residence as a Tourist Rooming House, which is allowed as a Conditional Use under Table 12.110.02(1).
6. The Caledonia Town Board has reviewed and recommended approval of the Conditional Use Permit, with conditions, in accordance with Section 12.150.07 of the Columbia County Zoning Code.
7. The Columbia County Planning and Zoning Committee has the authority under Sections 12.150.03(2)b. and 12.150.07 of the Columbia County Zoning Code to conduct public hearings, review, and decide on requests for Conditional Use Permits.
8. The standards of Section 12.125.11(1) of the Columbia County Zoning Code as noted below are applicable:
  - a. Occupancy shall be limited to two persons per bedroom, plus an additional two persons. At no time may the number of guests exceed eight regardless of the number of bedrooms in the unit. Two exits are required for each bedroom.
  - b. The number of guest vehicles allowed on site is limited to the number of bedrooms in the tourist rooming house. On-street parking is prohibited. No recreational vehicle or tent may be used for living or sleeping purposes.
  - c. Must meet all requirements associated with a single-family dwelling in Section 12.125.10(1). The appearance or use of the tourist rooming house shall not be altered in a manner that would cause the premises to differ from its residential character either by the use of colors, materials, construction, lighting, signs, or the emission of sounds, odors, dust or vibrations that carry beyond the premises.

- d. The availability of the tourist rooming house to the public shall not be advertised on site.
- e. Must be licensed by the State of Wisconsin.
- f. In addition to any state required license fee, each operator of a tourist rooming house shall provide Columbia County with an annual fee to enable the County to confirm compliance with the standards of this chapter and fulfill state reporting requirements.
- g. Conditional use permit may be subject to revocation or alteration if the Planning and Zoning Committee finds that these standards, the recommended Conditions adopted by the Planning and Zoning Committee, or the standards for all conditional use permits in Section 12.150.07(4) are not being met.

**Conditions for the Decision:**

1. The Conditional Use Permit shall not be transferable to another owner.
2. Accessory structures and camping units shall not be used as habitable structures.
3. Quiet hours shall be 10:00 pm – 8:00 am on weekdays and 11:00 – 8:00 am on weekends. Noise levels at the property line shall not exceed 55 dBA during these hours.
4. Pets shall be prohibited.
5. All fires shall be in a proper fire pit structure and shall be extinguished during established quiet hours.
6. The use of fireworks shall be prohibited.
7. The use of firearms shall be prohibited.
8. Special events or parties in which more than 12 people are present shall be prohibited. Gatherings that include people that are not valid guests shall only take place outside of quiet hours. During quiet hours, the only persons on site shall be registered guests, not to exceed eight (8).
9. Parking must be provided on-site, with a maximum of three (3) vehicles allowed. All off-street parking shall be on a paved or gravel surface and shall be arranged to facilitate easy ingress/egress of all vehicles.
10. Occupancy associated with the Tourist Rooming House shall be limited to eight (8) persons.
11. A 24-hour contact number shall be provided to the Planning and Zoning Department and Town Clerk.
12. The 24-hour contact number shall be posted near the primary entrance door on a sign no larger than 12"x18" in case of a complaint or emergency. If the owner does not live within one hour's drive of the tourist rooming house, there shall be a local contact person.
13. A sign shall be placed near the door stating the hazards of swimming in the river.
14. A state sales tax number shall be obtained and provided to the Planning and Zoning Department.
15. The property shall remain free and clear from citation and charges for nuisance, disorderly conduct, or other illegal activity.
16. Garbage and recycled materials shall be properly stored and disposed of regularly.
17. The owner's website or other advertising site shall state that there are local government conditions and restrictions associated with this Tourist Rooming House in order to maintain a predominately single-family, owner-occupied character of the surrounding area.
18. The availability of the Tourist Rooming House to the public and tourists/transients shall not be advertised on site.
19. The appearance or use of the Tourist Rooming House shall not be altered in a manner that would cause the premises to differ from its residential character either by the use of colors, materials, construction, lighting, signs, or the emission of sounds, odors, dust or vibrations that carry beyond the premises.
20. The owner shall comply with and obtain all necessary permits required by applicable federal, state and local regulations.

21. The Planning and Zoning Department shall have the right of inspection for the purpose of determining compliance with this permit during normal working hours or upon reasonable notice outside of normal hours.
22. If the Planning and Zoning Committee finds that the review criteria of Subsection 12.150.07(4) of the Columbia County Zoning Code, 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.
23. In addition to any State required license fee, each operator of a Tourist Rooming House shall provide the County with an annual fee and an annual report on a form furnished by the County to confirm compliance with any applicable requirements or conditions of approval.
24. Any agreement(s) or condition(s) pertaining to this Conditional Use Permit between the Town of Caledonia and Brian and Megan Fifarek are hereby incorporated as part of this Conditional Use Permit; however, the County is not responsible for enforcing said agreement(s) or condition(s), unless an individual point of the agreement(s) or condition(s) is specifically included above as a condition of approval. Any additional Town agreements or conditions are listed below. In the event that the Town submits a finding of noncompliance with any of the item(s) listed below, 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.

Item VII      Zoning Change – A-1 Agriculture to RR-1 Rural Residence, and from A-1 Agriculture to A-1 Agriculture with A-4 Agricultural Overlay; Petitioner: Karen A Head & Buddy J Head – Town of Caledonia

Chair Brusveen opened Public Hearing.

Mr. Calkins presented Staff Report.

Chair Brusveen asked if anyone has any questions.

Agent Jim Grothman – Grothman & Associates was present.

Chair Brusveen asked if anyone is in favor of the petition. (no comments)

Chair Brusveen asked if anyone is against the petition. (no comments)

Town Board not present, but Approval is on file.

Chair Brusveen closed the Public Hearing.

**Motion by Mr. Kolberg to recommend approval of 4.06 acres, more or less, from A-1 Agriculture to RR-1 Rural Residence, and 40.08 acres, more or less, from A-1 Agriculture to A-1 Agriculture with A-4 Agricultural Overlay, all effective upon recording of the Certified Survey Map.**

**Seconded by Mr. Baumgartner.**

**Motion carried unanimously.**

Item VIII Zoning Change – A-1 Agriculture to A-1 Agriculture with A-4  
Agricultural Overlay; Petitioner: Thomas and Rhonda Dalton Joint  
Revocable Trust Dated 1/10/2022 – Town of Wyocena

Chair Brusveen opened Public Hearing.

Mr. Calkins presented Staff Report.

Chair Brusveen asked if anyone has any questions.

Petitioner was present.

Chair Brusveen asked if anyone is in favor of the petition. (no comments)

Chair Brusveen asked if anyone is against the petition. (no comments)

Town Board not present, but Approval is on file.

Chair Brusveen closed the Public Hearing.

**Motion by Mr. Kolberg to recommend approval of 21.18 acres, more or less, from  
A-1 Agriculture to A-1 Agriculture with A-4 Agricultural Overlay, all effective upon  
recording of the Certified Survey Map.**

**Seconded by Mr. Hahn.**

**Motion carried unanimously.**

13. Adjourn

**Motion by Mr. Baumgartner to adjourn meeting.**

**Seconded by Mr. Kolberg.**

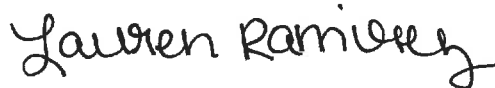
**Motion carried unanimously.**

Meeting adjourned at 3:05 PM

Respectfully Submitted,



Adam Hahn, Secretary  
Planning and Zoning Committee



Recording Secretary  
Lauren Ramirez, Office Administrator

cc: Committee Members  
County Board Chair  
County Board Vice Chair