

**PLANNING & ZONING COMMITTEE MINUTES**  
**NOVEMBER 6, 2018**

PRESENT: Kevin Kessler, Harlan Baumgartner, Mike Weyh, Kirk Konkel, John Stevenson

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

ALSO PRESENT: Jim Grothman – Grothman & Associates, Susan Fisher – Corporation Counsel

**2:00 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. Weyh to approve Agenda of November 6, 2018  
Planning & Zoning Committee Regular Meeting & Public Hearing.  
Seconded by Mr. Stevenson.  
Motion carried unanimously.**

5. Approval of Previous Meeting Minutes

**Motion by Vice Chair Baumgartner to approve Minutes of October 2, 2018  
Planning & Zoning Committee Regular Meeting with correction.  
Seconded by Mr. Stevenson.  
Motion carried unanimously.**

6. Citizen Input

No citizen input at this time.

7. Operational Overview

- a. Approve Expenditure Report

Mr. Calkins presented Expenditure Report. Reviewed out of ordinary expenses.

**Motion by Vice Chair Baumgartner to approve Expenditure Report.**

**Seconded by Mr. Weyh.**

**Motion carried unanimously.**

b. Enforcement Update

Mr. Calkins reviewed future enforcement report content.

Vice Chair Baumgartner suggested utilizing the County portal to update towns as well.

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

Mr. Calkins reviewed compensatory time in office.

d. Director's Staff Report/Update

- Proposed Annual Ordinance Update Discussion

Mr. Calkins proposed new, more predictable, annual system to review proposed text changes starting January. Under changes approved, this would then go to February or March public hearing, then County Board.

Vice Chair Baumgartner suggested including towns in on discussion.

- Introduction of new P&Z Staff

8. Chairman's Update

Chair Kessler reviewed Variance request procedure with Staff.

9. Unlisted Temporary Use

- Action on Recurring Temporary Outdoor Storage

- MNM Acquisitions – Town of Arlington

Ms. Pulver-Johnson reviewed Staff Report and options for Recurring Temporary Outdoor Storage.

**Motion by Vice Chair Baumgartner to require a Conditional Use**

**Permit for Recurring Temporary Outdoor Storage with**

**Conditions reviewed by Committee.**

**Seconded by Mike Weyh.**

**Motion carried unanimously.**

10. Zoning Clarification

- Action on Happy Hollow – Town of Dekorra

Ms. Pulver-Johnson reviewed Staff Report.

**Motion by Mr. Weyh to approve the Happy Hollow Condominium Zoning District clarification to allow for Staff to map the Zoning District correctly to R-2 Multiple Family Residence over Units 5 and 6.**

**Seconded by Mr. Konkel.  
Motion carried unanimously.**

#### 11. Proposed Ordinance Update

- Chapter 16-145(D)(1)

Mr. Calkins reviewed proposed text amendment clarifying welcome signs.

**Motion by Mr. Weyh to move text amendment proposal discussion forward to the Public Hearing next month's Planning & Zoning Committee meeting.**

**Seconded by Vice Chair Baumgartner.  
Motion carried unanimously.**

#### 12. Discussion on Rezoning Process to Build New Residential Structure in A-1

A discussion was held regarding the requirement to build new residential structure in A-1 Agriculture. It was determined no action was necessary to propose a change in requirement.

**Motion by Vice Chair Baumgartner to postpone indefinitely discussion on building new residential structures in A-1 Zoning District.**

**Seconded by Mr. Weyh.  
Motion carried unanimously.**

**Site Visits** (were not needed)

#### 13. Public Hearing – 4:00PM

Item I- Plan Map Amendment – Agricultural or Open Space to Commercial and Farmland Preservation Area to Developed/Infill Area; Petitioner: Peter Tonn – Town of Caledonia

Chair Kessler opened Public Hearing.

Ms. Pulver-Johnson presented Staff Report.

Chair Kessler asked if anyone has any questions.

Petitioner was present.

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

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

Town Board not present and no report on file, as town recommendation is not required or necessary for Committee recommendation.

Chair Kessler closed the Public Hearing.

**Motion by Mr. Weyh to recommend approval to County Board of Plan Amendment to amend 37.37 acres, more or less, of the Future Land Use map from Agricultural or Open Space to Commercial and to amend the same area on the Farmland Preservation Plan map from Farmland Preservation Area to Developed/Infill Area, all effective upon recording of the Certified Survey Map.**

**Seconded by Vice Chair Baumgartner.**

**Motion carried unanimously.**

Item II- Zoning Change – A-1 Agriculture and R-1 Single Family Residence to R-1 Single Family Residence; Columbia County Properties LLC, Owner & Linda Sue Weynand, Agent- Town of Caledonia

Chair Kessler opened Public Hearing.

Ms. Pulver-Johnson presented Staff Report.

Agent Jim Grothman was present.

Chair Kessler asked if anyone has any questions.

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

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

Town Board not present, but Minutes on file.

Chair Kessler closed the Public Hearing.

**Motion by Mr. Konkel to approve rezone of 2.66 acres, more or less, from A-1 Agriculture and R-1 Single-Family Residence to R-1 Single-Family Residence, effective upon recording of the Certified Survey Map.**

**Seconded by Mr. Stevenson**

**Motion carried unanimously.**

Item III- Plan Map Amendment- Agricultural or Open Space to Recreational and Farmland Preservation Area to Developed/Infill Area; Petitioners: Gary & Renee Whirry- Town of Lowville

Chair Kessler opened Public Hearing.

Ms. Pulver-Johnson presented Staff Report.

Agent Jeff Clark and Petitioners were present.

Jeff Clark adds the town Plan Commission had a meeting regarding the plan amendment. He stated the Plan Commission is recommending approval to the Town Board who meets this Thursday.

Chair Kessler asked if anyone has any questions.

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

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

Town Board not present, but Minutes on file.

Chair Kessler closed the Public Hearing.

**Motion by Vice Chair Baumgartner to recommend approval to County Board of Plan Amendment to amend 18.61 acres, more or less, of the Future Land Use map from Agricultural or Open Space to Recreational and to amend the same area on the Farmland Preservation Plan map from Farmland Preservation Area to Developed/Infill Area, all effective upon recording of the Certified Survey Map.**

**Seconded by Mr. Weyh.**

**Motion carried unanimously.**

14. Adjourn

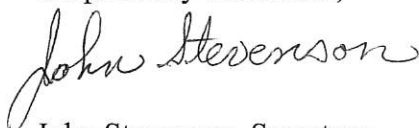
**Motion by Chair Kessler adjourn meeting.**

**Seconded by Mr. Stevenson.**

**Motion carried unanimously.**

Meeting adjourned at 4:28 PM

Respectfully Submitted,



John Stevenson, Secretary  
Planning and Zoning Committee

A handwritten signature in cursive script that reads "Lauren Ramirez".

Recording Secretary  
Lauren Ramirez, Office Administrator

cc:     Committee Members  
          Vern Gove, County Board Chair  
          Dan Drew, County Board Vice Chair  
          James Foley, County Board Vice Chair