

**ONEIDA COUNTY PLANNING and DEVELOPMENT COMMITTEE
MEETING MINUTES
JUNE 20, 2018
COUNTY BOARD ROOM – 2ND FLOOR
ONEIDA COUNTY COURTHOUSE
RHINELANDER, WI 54501**

Members present: Scott Holewinski, Billy Fried, and Mike Timmons

Members absent: Jack Sorensen and Ted Cushing

Department staff present: Karl Jennrich, Director; Scott Ridderbusch, Land Use Specialist; and Julie Petraitis, Program Specialist

Other county staff present: None

Guests present: See sign in sheet.

Call to order.

Chair Holewinski called the meeting to order at 1:00 p.m., in accordance with the Wisconsin Open Meeting Law.

Approve the agenda. **Motion by Mike Timmons, second by Billy Fried to approve the amended agenda. With all members present voting “aye”, the motion carried.**

Public comment. **None.**

Approve meeting minutes of June 6, 2018. Regular meeting and public hearing.

Motion by Mike Timmons, second by Billy Fried to approve the meeting minutes of June 6, 2018 as submitted. With all members present voting “aye”, the motion carried.

Preliminary First Addendum to J&K Hodag Condominium Plat to add Unit 5, owned by E&J Development, LLC and Anthony Jones, surveyor on the following described property: Part of SW ¼ of the SW ¼, Section 36, T37N, R8E, Town of Newbold.

Mr. Ridderbusch stated the addendum proposed is to add Unit 5 for storage buildings. He submitted an ARP for Unit 5. The Plan Commission has approved the ARP and the condominium. The Town has not reviewed the request.

Motion by Mike Timmons, second by Scott Holewinski to approve the Preliminary First Addendum as requested contingent upon the Towns approval. With all members present voting “aye”, the motion carried.

Preliminary Northland Clothing Co. Condominium, a conversion condominium, Northland Marine of Three Lakes, Inc., owner, and Soder Surveying, Kip Soder, surveyor, for the following described

property: Lot 1 of CSM 4113, being a part Lot 16, Block 2, Village of Three Lakes, Section 7, T38N, R11E, 6991 School Street West, PIN TL 2465-3, Town of Three Lakes.

Mr. Ridderbusch stated that this is a retail business along with a storage building. The owners would like to convert the structure to a condominium form of ownership, consisting of two (2) units. The Town of Three Lakes approved the preliminary conversion condominium.

Motion by Billy Fried, second by Mike Timmons to approve the Preliminary Northland Clothing Co. Condominium conversion request. With all members present voting “aye”, the motion carried.

Discussion/decision related to guest cottages or second dwellings on property zoned District #02-Single Family. The committee will be discussing guest cottages used as tourist rooming houses.

Motion by Scott Holewinski, second by Billy Fried to direct staff to draft language to change the additional riparian frontage width for a guest cottage/additional dwelling unit on a property in District #2, Single Family from 75’ to 100’. With all members present voting “aye”, the motion carried.

Discuss status of Chapter 9, Article 9, Shoreland Zoning. Staff and the committee will be having a general discussion on the rollout of forms, fees, and new ordinance language.

Mr. Jennrich provided the committee with a copy of the proposed new forms for permit handouts/appendices for the new ordinance language.

Motion by Mike Timmons, second by Billy Fried to direct staff to move forward with the diagrams. With all members present voting “aye”, the motion carried.

Discussion/decision/prioritization of 2018 Oneida County Planning and Zoning Department projects.

No action taken.

Refunds. There is one refund. Motion by Scott Holewinski, second by Mike Timmons to approve the refund as requested. With all members present voting “aye”, the motion carried.

Line item transfers, purchase orders and bills. Motion by Mike Timmons, second by Scott Holewinski to approve the bills as submitted. With all members present voting “aye”, the motion carried.

Approve future meeting dates. July 11 and July 25.

Public comments. None.

Future agenda items. As discussed.

CONDUCT PUBLIC HEARING ON THE FOLLOWING:

Conditional Use Permit application by Midland IRA Inc., Mike Winger, owner/applicant to operate a multi-tenant office building with two suites and outdoor trailer parking on the following described properties: Village of Woodruff, Part Block B, Section 2, T39N, R6E, Elm Street, PIN WR 691-9, Town of Woodruff.

Mr. Jennrich read the notice of public hearing into the record. The notice was published on June 5 and June 12, 2018. It was posted on the Courthouse bulletin board on May 31, 2018. Proof of publication is contained in the file. Correspondence in the file is a letter from Town of Woodruff approving the Conditional Use Permit application.

Chair Holewinski opened the public portion of the public hearing. There was nobody present to speak.

Chair Holewinski closed the public portion of the public hearing.

If the committee finds the general standards have been met staff would suggest approval with the following conditions:

1. The nature and extent of the conditional use shall not change from that described in the application and approved in the Conditional Use Permit.
2. Additional tenants to apply for ARP/CUP as required prior to occupancy.
3. Outdoor storage to be contained within the area diagramed on site plan.
4. Parking to comply with 9.77, Off Street Parking and Loading Space of the Oneida County Zoning and Shoreland Protection Ordinance as amended 04/01/2018.
5. Signage to comply with 9.78, Sign Regulations of the Oneida County Zoning and Shoreland Protection Ordinance as amended 04/01/2018.
6. Exterior lighting must be downcast and shielded from above.
7. Dumpster to be screened from view. Applicant to recycle waste material as required.
8. Subject to Town review and recommendations.

Motion by Scott Holewinski, second by Mike Timmons to approve the CUP as requested as the general standards have been met and with conditions suggested by staff. With all members present voting “aye”, the motion carried.

Conditional Use Permit application by Dwight Webb, to operate a pet daycare/boarding facility on the following described property: Lot 3, CSM 137, Lot 2, CSM 2593, being part of the SE ¼ of the NE ¼, Section 11, T36N, R8E, 5813 Highway 8, PIN CR 148-13, CR 148-9, Town of Crescent.

Mr. Jennrich read the notice of public hearing into the record. The notice was published on June 5 and June 12, 2018. It was posted on the Courthouse bulletin board on May 31, 2018. Proof of publication is contained in the file. Correspondence in the file is a letter from the Town of Crescent.

Mr. Ridderbusch, Land Use Specialist, stated that this is a pet day care/boarding facility, which will also offer retail sales, grooming and washing stations with an outdoor play area.

Chair Holewinski opened the public portion of the public hearing. There was nobody present to speak.

Chair Holewinski closed the public portion of the public hearing.

If the committee feels the general standards have been met, staff would recommend approval with the following conditions:

1. The nature and extent of the conditional use shall not change from that described in the application and approved in the Conditional Use Permit.
2. Parking to comply with 9.77, Off Street Parking and Loading Space of the Oneida County Zoning and Shoreland Protection Ordinance as amended 04-01-2018.
3. Proper permits to be obtained, as required. (Town/County/State)

4. Signage to comply with 9.78, Sign Regulations of the Oneida County Zoning and Shoreland Protection Ordinance as amended 04-01-2018.
5. Dumpster(s) to be screened from view. Owner responsible for recycling waste material as required.
6. Subject to lease agreement being in place to comply with the minimum lot size requirement for the permitted use of a kennel facility.

Motion by Mike Timmons, second by Billy Fried to approve the CUP as requested as the general standards have been met and with conditions as suggested by staff. With all members present voting “aye”, the motion carried.

Adjourn.

2:12 p.m. There being no further matters to lawfully come before the committee, a motion was made by Mike Timmons, second by Billy Fried to adjourn the meeting. With all members present voting “aye”, the motion carried.

Chair, Scott Holewinski

Planning & Zoning Director, Karl Jennrich