

**ONEIDA COUNTY PLANNING and DEVELOPMENT COMMITTEE  
NOVEMBER 4, 2020  
COUNTY BOARD ROOM – 2<sup>ND</sup> FLOOR  
ONEIDA COUNTY COURTHOUSE  
RHINELANDER, WI 54501**

---

Members present: Scott Holewinski, Mike Timmons, Jack Sorensen, Ted Cushing, and Bob Almekinder

Members absent: None

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

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 Ted Cushing to approve the agenda. With all members present voting “aye”, the motion carried.**

Public comments. **None.**

**Approve meeting minutes of October 26, 2020. Motion by Ted Cushing, second by Bob Almekinder to approve the meeting minutes of October 26, 2020 as submitted. With all members present voting “aye”, the motion carried.**

Preliminary State Plat of lands owned by Wingfoot LLC, submitted by Raymond Surveying, LLC., Gregory J. Raymond, Surveyor, for the following property described as: Part of SW ¼ of the SE ¼, Section 22, T39N, R6E, PIN MI 2325-2, Town of Minocqua. This was previously divided in July and now they are further dividing lot 4, which requires a State Plat. The final Certified Survey Map (CSM) was submitted and staff recommends proper recording sequence for the CSM and Plat as a condition of approval. On October 20, 2020, the Town of Minocqua recommended approval of the Plat as presented contingent on meeting all Local/State and County requirements. If the committee recommends approval of this preliminary land division staff would suggest the following conditions:

1. Addressing ad 911 information must be approved by Oneida County Land Information Department and/or Town of Minocqua prior to the construction of a habitable structure on Lots 4 & 5.

2. Subject to a recordable Road Maintenance Agreement that is to be submitted to this department for review and approval prior to recording final Plat.
3. The final Certified Survey Map and Plat are required to be recorded in the proper recording sequence.
4. All taxes due must be paid prior to the recording of this Plat.
5. Subject to State Plat review, requirements, and conditions.
6. Subject to proper signatures for final recording.
7. Subject to the Town of Minocqua concerns and recommendations, if any.

There is a road maintenance agreement for a private easement road that will be recorded.

**Motion by Jack Sorensen, second by Ted Cushing to approve the Preliminary State Plat as presented with the conditions suggested by Staff. With all members present voting “aye”, the motion carried.**

Discussion/decision concerning Section 9.58, Tourist Rooming House (#4-2019). The committee will be having general discussions of the entire ordinance and providing staff with direction on all aspects of administration and enforcement of Section 9.58.

Mr. Jennrich provided the committee with an email he sent to the Planning and Development Committee on October 15, 2002 and another document sent to him from Bob Thome regarding the Granicus Host Compliance Program Evaluation. The committee discussed Tourist Rooming Houses (TRH) about a month ago due to some situations in the Town of Pine Lake regarding some TRH that were not licensed and concerns that individuals brought forward.

Mr. Jennrich looked at a few other Counties TRH Ordinances. Based on some of the public comments Mr. Jennrich suggested the following additions to Section 9.58 D (3)

- I. *No outside activity shall occur between the hours of 10 pm and am.;*

And the following addition to Section 9.58 J, Enforcement and Penalties

1. *Enforcement and Penalties as specified by Article 8, Section 9.82 of the Oneida County Zoning and Shoreland Protection Ordinance.*
2. *If the Administrative Review Permit is revoked, the owner may apply for a new license after a 12-month revocation period.*

Mr. Jennrich stated that the committee may also want to look at the citation schedule and increase the penalty, renewing Administrative Review Permits for TRH’s along with a renewal fee.

Bob Thome was present via ZOOM to talk about the Host Compliance Company evaluation. He stated that the document Karl provided the committee is a summary of the packet the committee received at a previous meeting explaining what Granicus Host Compliance Program Evaluation would do for Oneida County. Granicus offered the County to check 100 TRH units that they have not already located, for a discounted fee as a sample of what they do.

**Motion by Ted Cushing, second by Jack Sorensen to proceed with the 100 sample units at the cost of \$2,250.00 and that Mr. Jennrich find the money in his money and/or ask for it from the General Fund and also that there be a signed contract. With all members present voting “aye”, the motion carried.**

Discussion/decision on Ordinance #5-2020 Chapter 9, Article 3 Section 9.33, Exceptions to Zoning Permit Requirement and Article 10, Definitions. The committee will be discussing results of town comments and providing staff with direction.

Mr. Jennrich provided the committee with a chart with the Town's input regarding garages with living quarters (2<sup>nd</sup> dwelling) and RV's on properties and proposed ordinance language.

Karl will do some more research and bring it back to committee.

Discussion/decision concerning Section 9.20, Zoning Districts, Appendix A, Appendix B, and Article 10 Definitions. The committee will be having general discussion of the entire ordinance and providing staff with direction.

Mr. Jennrich provided the committee with proposed changes.

The committee discussed the lot sizes of Zoning Districts Forestry 1A and 1B.

Karl will send to the Town's for their input and bring back to the committee.

Discussion/decision concerning amendments to Chapter 13, the Oneida County Private Onsite Wastewater Treatment System Ordinance.

Mr. Jennrich provided the committee with proposed language to the ordinance for the special charge for the POWTS maintenance program.

Mr. Jennrich stated it would be advisable to send the proposal out to the Towns and Media regarding the public hearing to get input from the public.

**Motion by Mike Timmons, second by Jack Sorensen to approve the proposed special charge for the POWTS Maintenance Program and forward to Corporation Counsel for review and schedule public hearing. With all members present voting "aye", the motion carried.**

Discuss/decision/prioritization of 2020 Oneida County Planning and Zoning Department Projects.

**No discussion.**

Discussion/decision – Planning and Zoning Department permit activity/revenue.

**Mr. Jennrich provided the committee with a printout of permits/revenues.**

Refunds. There is one refund in the amount of \$50. Motion by Ted Cushing, second by Mike Timmons to approve the refund as requested. With all members present voting "aye", the motion carried.

Purchase orders, line item transfers, and bills. Motion by Scott Holewinski, second by Jack Sorensen to approve the bills as submitted. With all members present voting "aye", the motion carried.

Approve future meeting dates. November 18, December 2, and December 16, 2020.

Public comments. None.

Future agenda items. As discussed.

Adjourn.

**3:00 p.m. There being no further matters to lawfully come before the committee, Chair Holewinski adjourned the meeting.**

---

Chair, Scott Holewinski

---

Planning & Zoning Director, Karl Jennrich