

**ONEIDA COUNTY PLANNING and DEVELOPMENT COMMITTEE**

**April 15, 2026**

**COUNTY BOARD ROOM – 2<sup>ND</sup> FLOOR**

**ONEIDA COUNTY COURTHOUSE**

**RHINELANDER, WI 54501**

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Members Present: Scott Holewinski, Bob Almekinder, Mitch Ives, Dan Hess, Billy Fried

Members Absent: None

Department Staff Present: Karl Jennrich, Director; Todd Troskey, Assistant Director; Scott Ridderbusch, Land Use Specialist; Monique Taylor, Administrative Support

Other County Staff Present: Chad Lynch, Corporation Counsel

Guests Present: See sign-in sheet.

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**Call to order.**

Chair Holewinski called the meeting to order at 12:30 p.m. in accordance with the Wisconsin Open Meetings Law.

**Approve the agenda.** Motion by Mitch Ives, second by Dan Hess, to approve the agenda. With all members present voting “Aye,” the motion carried.

**It is anticipated that the committee may meet in closed session pursuant to Wisconsin Statutes, Section 19.85(1)(g), conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved. A roll call vote will be taken to go into closed session.**

- a. Approve closed session minutes of February 18, 2026.
- b. PIN MI-3240: WD Wis. 25-CV-325, 25-CV-520; Oneida Case Nos. 24-CX-02, 25-CX-02, and 25-CV-123.

Motion by Dan Hess, second by Bob Almekinder, to go into closed session. Aye: Unanimous.

**A roll call vote will be taken to return to open session.**

Motion by Dan Hess, second by Mitch Ives, to return to open session. Aye: Unanimous.

Recess at 12:52 p.m.

Return from recess at 1:00 p.m.

**Announcement of any action taken in closed session.**

- a. Motion by Bob Almekinder, second by Mitch Ives, to approve the closed session minutes of February 18, 2026. With all members present voting “Aye,” the motion carried.
- b. Discussion only, no action taken.

**CONDUCT PUBLIC HEARING ON THE FOLLOWING:**

**Conditional Use Permit application by Circle K Stores Inc., applicant and proposed owner, and Christian Cabrera, agent, to develop and operate a convenience store gas station on property currently owned by 103 Elm Street LLC and described as Lot 1, CSM 3587, being part of the SW SE, Section 2, T39N, R6E, PIN WR-18, 103 Elm Street, Town of Woodruff.**

Mr. Jennrich discussed the details of the matter. The Notice of Public Hearing was posted on the Oneida County Courthouse Bulletin Board on March 26, 2026. The Notice was also posted in the Northwoods River News on March 31 and April 7, 2026. A Proof of Publication is contained in the file. An Affidavit of Mailing and Mailing list are also contained in the file. Correspondence was received from the Town of Woodruff, read into the record, and contained in the file. One public comment was also received, read into the record, and contained in the file. Mr. Ridderbusch further discussed the details of the matter and read the report into the record.

If the applicant has met or agrees to meet to all the requirements and condition of permit issuance, staff would suggest the following conditions be placed on the CUP:

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. The project to be substantially commenced within three (3) years of issuance date.
3. Subject to WDNR Stormwater and Grading permits and requirements for land disturbance greater than one acre and be submitted to this department.
4. Subject to all DOT requirements, permits and approvals.
5. Subject to a Stormwater Management Plan approved by the DNR and DOT. Management plan be maintained by property owner.
6. Signage to comply with 9.78 Sign Regulations of the Oneida County Zoning and Shoreland Protection Ordinance. Sign permits as required.
7. Parking to comply with 9.77 Off-Street Parking & Loading Space of the Oneida County Zoning and Shoreland Protection Ordinance. A minimum of nineteen (19) parking spaces shall be provided.
8. Lighting must be downcast and shielded from above.
9. Dumpster to be screened from view, applicant to recycle waste materials as required.
10. Proper zoning and shoreyard permits must be obtained prior to construction (Town/County/State). State approved plans as required.
11. Subject to DSPS requirements for placement of fuel pumps and fuel storage tanks.
12. Subject to Oneida County Health Department approvals.
13. Subject to snow removal requirements as noted to the Town of Woodruff.
14. Erosion control be in place pursuant to approved plan by DNR.
15. No excavation within five (5) feet of shoreland wetland.
16. Filling of wetland is prohibited without proper approval/permits.

The committee conferred with Mr. Troskey, Mr. Jennrich, and Mr. Ridderbusch concerning the Board of Adjustment, the conditions, and setbacks.

Chair Holewinski opened the public portion of the public hearing.

Carol Warden spoke.

Joel Skjerven spoke.

Susan Knight spoke.

Koji Taylor spoke.

Chair Holewinski closed the public portion of the public hearing.

## Planning and Development

The committee conferred with Mr. Jennrich. Mr. Jennrich discussed the details of the zoning district of the subject property. The committee further conferred with Mr. Jennrich regarding concerns, such as stormwater management, Town input, sanitary district, footprint, and grading.

Motion by Billy Fried, second by Dan Hess, to table a decision on the public hearing and have staff research the items discussed, and bring back to a future meeting. With all members present voting "Aye," the motion carried.

### **Public comments.**

Brian Euclide spoke.

Approve meeting minutes of April 1, 2026. Motion by Dan Hess, second by Billy Fried, to approve the meeting minutes of April 1, 2026. With all members present voting "Aye," the motion carried.

Discussion/decision concerning a Conditional Use Permit application pursuant to Section 9.42(C)(1) of the Oneida County Zoning and Shoreland Protection Ordinance for property described as part of Lot 13, Block 12, Village of Minocqua, and part of Government Lot 5, Section 14, T39N, R6E, PINs MI-2206-13 and MI-2206-16, 305 W. Park Avenue, Town of Minocqua. The committee will be discussing and determining an extension for the review time of the application. Mr. Jennrich discussed the details of the matter. Motion by Billy Fried, second by Dan Hess, to extend the review time limits of the application for 180 days, pursuant to Section 9.42(C)(1). With all members present voting "Aye," the motion carried.

Discussion/decision concerning Ordinance Amendment #09-2025 to amend Chapter 9, Article 10 Definitions of the Oneida County Zoning and Shoreland Protection Ordinance. The committee will be discussing additional building height information, and possibly other aspects of Chapter 9. Mr. Jennrich discussed the details concerning the matter. Mr. Troskey further discussed the details of the matter. Mr. Troskey discussed removal of appendixes in the future so future ordinance amendments would not need to be made and a handout could be made to explain the information and be changed as needed, without committee approval. The committee conferred with Mr. Jennrich and Mr. Troskey. Motion by Dan Hess, second by Bob Almekinder, to approve Ordinance Amendment #09-2025 and forward to public hearing. With all members present voting "Aye," the motion carried.

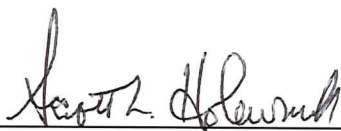
**Refunds.** None

**Approve future meeting dates.** April 29 and May 13, 2026

**Future agenda items.** As discussed.

### **Adjourn.**

2:12 p.m. There being no further matters to lawfully come before the committee, Chair Holewinski adjourned the meeting.



Scott Holewinski, Chair



Karl Jennrich, Planning & Zoning Director

