

**ONEIDA COUNTY PLANNING and DEVELOPMENT COMMITTEE**  
**June 28, 2023**  
**COUNTY BOARD ROOM – 2<sup>ND</sup> FLOOR**  
**ONEIDA COUNTY COURTHOUSE**  
**RHINELANDER, WI 54501**

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Members present: Scott Holewinski, Bob Almekinder, Mike Timmons, Tommy Ryden

Members absent: Mike Roach

Department staff present: Karl Jennrich, Director; Todd Troskey, Assistant Director; Monique Taylor, Administrative Support

Other county staff present: Michael Fugle, 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 Meeting Law.

Approve the agenda. Motion by Bob Almekinder, second by Tommy Ryden 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 meeting minutes of May 17, May 31, and June 14, 2023.**
- b. Administrative Review Permit #2200112 and proposed Conditional Use Permit for MI 3239 and MI 3240.**

Motion by Tommy Ryden, 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 Mike Timmons, second by Tommy Ryden to return to open session. Aye: Unanimous.

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

- a. Approve meeting minutes of May 17, May 31, and June 14, 2023. Motion by Bob Almekinder, second by Mike Timmons to approve meeting minutes of May 17, May 31, and June 14, 2023. With all members present voting “aye”, the motion carried.**
- b. Administrative Review Permit #2200112 and proposed Conditional Use Permit for MI 3239 and MI 3240. Discussion only, no action taken.**

## Planning and Development

**Approve meeting minutes of June 21, 2023.** Motion by Mike Timmons, second by Bob Almekinder to approve the meeting minutes of June 21, 2023. With all members present voting “aye”, the motion carried.

**Discussion/decision concerning Conditional Use Permit Application for properties described as Village of Minocqua, Lots 1 and 2, Block 3, Section 14, T39N, R6E, 329 East Front Street, PIN#’s MI 3239 and MI 3240, Town of Minocqua. The committee will be discussing extending time limits for permit review.** Mr. Jennrich discussed the Conditional Use Permit (CUP) review process for CUP applications pursuant to Section 9.42 of the Oneida County Zoning and Shoreland Protection Ordinance. Mr. Jennrich provided details of the timeline for the CUP application dates for PIN’s MI 3239 and MI 3240. Motion by Mike Timmons, second by Bob Almekinder to extend the Conditional Use Permit (CUP) Application review period from sixty (60) days to ninety (90) days. With all members present voting “aye”, the motion carried.

**Discussion/Decision concerning imposing a moratorium on campgrounds in Oneida County and/or specific zoning districts.** Committee conferred with Mr. Jennrich. Motion by Bob Almekinder, second by Tommy Ryden to prepare an amendment with a moratorium for 180 days and ready for a public hearing. With all members present voting “aye”, the motion carried.

**Discussion/decision concerning Administrative Review Permit #2201108 for property described as part of SE SE, Section 05, T39N, R6E, PIN MI 2096-3, Town of Minocqua. The committee will be reviewing Section 9.82(D) Revocation of Permits.** Mr. Jennrich discussed the details of the property as well as the Permit and complaints received with allegations of violations of the Permit Conditions. Evidence was obtained and enforcement letters sent. The property owner responded and corrected the violations. Complaints were again received with subsequent violation allegations and two (2) more letters were sent to the property owner. Staff investigated the allegations and informed the property owner of the ARP being placed on an agenda to discuss amending, suspending, or revoking ARP #2201108. Committee received the evidence in advance of the meeting for their review. Motion by Chair Holewinski, second by Mike Timmons to forward Administrative Review Permit #2201108 to public hearing for review. With all members present voting “aye”, the motion carried.

**Discussion/decision concerning ordinance amendments to Chapter 9 and zoning district designation changes. The committee will be discussing the notification process, pursuant to Wis. Stat. §§ 59.69 and 59.69(5).** Mr. Jennrich discussed the current notification process and discussed the Town concerns and costs associated with certified mail notifications. Mr. Jennrich also discussed the feedback received from the County Clerk and Corporation Counsel to provide a resolution to the Towns for updating notification preferences. A memo was sent to each Town with a sample Resolution. Discussion only, no action taken.

**Discussion/decision concerning Limited Term Employment (LTE) positions for 2024.** Mr. Jennrich provided the committee with the Limited Term Employment (LTE) position details. Motion by Mike Timmons, second by Tommy Ryden to approve the Limited Term Employment (LTE) positions for 2024 as presented. With all members present voting “aye”, the motion carried.

**Discussion/decision concerning Ordinance Amendment #06-2023 to amend Chapter 9, Article 7 General Performance Standards, Section 9.78 On-Premise Signs of the Oneida County Zoning**

Planning and Development

**& Shoreland Protection Ordinance. The committee will be reviewing the Resolution to forward to the Oneida County Board of Supervisors.** Motion by Mike Timmons, second by Bob Almekinder to forward a Resolution for Ordinance Amendment #06-2023 to the Oneida County Board of Supervisors. With all members present voting “aye”, the motion carried.

**Discussion/decision concerning a Conditional Use Permit Application by James Small for properties described as the NW ¼ of the SE ¼, and the SW ¼ of the SE ¼, Section 22, T38N, R6E, PINs HA 307 and HA 308, Town of Hazelhurst. The committee will be discussing extending the time limits for permit review.** Mr. Jennrich discussed the details of the request with the committee. Motion by Mike Timmons, second by Bob Almekinder to extend the Conditional Use Permit (CUP) Application review period by an additional thirty (30) days. With all members present voting “aye”, the motion carried.

**Refunds.** There was one (1) request. Motion by Bob Almekinder, second by Tommy Ryden to deny the refund as requested. With all members present voting “aye”, the motion carried.

**Line item transfers, purchase orders, and bills.** None.

**Discussion/decision concerning future meeting dates. The committee will be discussing the dates of July 12, July 26, August 2, and August 9, 2023 as well as times and locations.** July 12, 2023 meeting canceled. July 26, August 2, and August 9, 2023 are approved to be scheduled as discussed.

**Public comments.** Kristine Rank spoke.

**Future agenda items.** As discussed.

**Adjourn.**

**1:42 p.m. There being no further matters to lawfully come before the committee, Chair Holewinski adjourned the meeting.**

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Scott Holewinski, Chair

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Karl Jennrich, Planning & Zoning Director