

WINNEBAGO COUNTY PLANNING & ZONING COMMITTEE  
**PLANNING MEETING**

October 6<sup>th</sup>, 2023

7:45 A.M.

Third Floor Conference Room – County Administration Building

**\*PLANNING MEETING HELD VIA ZOOM\***

**PRESENT**

John Hinz, Tom Egan, Shanah Zastera, Howard Miller, Maribeth Gabert (excused)

Jerry Bougie -Planning & Zoning Director, Adam Dorn -GIS Administrator,  
Daniel Lefebvre -Assistant Zoning Administrator, Caleb Edwards -Code Enforcement  
Officer, Liz Nichols -Property Lister, Paul Kaiser -Finance Director

The meeting was called to order by John Hinz at 7:30 A.M.

**APPROVAL OF MINUTES FROM: AUGUST 29<sup>TH</sup> (PUBLIC HEARING),  
SEPTEMBER 8<sup>TH</sup> (DELIBERATIVE & PLANNING MEETINGS),  
SEPTEMBER 22<sup>ND</sup> (VIEWING), SEPTEMBER 26<sup>TH</sup> (PUBLIC HEARING)**

MOTION made by S. Zastera to approve all minutes with amendment(s) brought  
forward by H. Miller to the September 8<sup>th</sup> (Planning Meeting). Seconded by T. Egan.  
Motion carried 4-0.

**PUBLIC COMMENT ON AGENDA ITEMS**

No discussion.

**REVIEW OF PROPOSED 2024 DEPARTMENT BUDGET (PLANNING,  
ZONING, GIS, LAND RECORDS, & PROPERTY LISTER)**

J. Bougie explained and discussed budget proposal with the Planning & Zoning  
Committee. Discussion with the Committee included finance information and  
explanations by P. Kaiser, updating permit and assessment fees with information by D.  
Lefebvre, departmental costs/trends, comprehensive plan updates, fund balances,  
GIS/911/LiDAR system updates/changes with explanation and discussion by A. Dorn,  
and a property listing budget explanation and discussion by L. Nichols.

**REVIEW & ACTION TO FORWARD TOWN ZONE CHANGES TO COUNTY BOARD.**

D. Lefebvre provided a memo which recommended forwarding a Town of Clayton zoning change for Jay Schultz to County Board.

MOTION to approve a Town of Clayton zoning change for Jay Schultz by T. Egan. Seconded by H. Miller. Motion carried 4-0.

D. Lefebvre provided a memo which recommended forwarding a Town of Winchester zoning change for Kristi Dercks to County Board.

MOTION to approve a Town of Winchester zoning change for Kristi Dercks by H. Miller. Seconded by S. Zastera. Motion carried 4-0.

D. Lefebvre provided a memo which recommended forwarding a Town of Vinland zoning change for Winnebago County to County Board.

MOTION to approve a Town of Vinland zoning change for Winnebago County by T. Egan. Seconded by H. Miller. Motion carried 4-0.

D. Lefebvre provided a memo which recommended forwarding a Town of Vinland zoning change for Sally Reinert to County Board.

MOTION to approve a Town of Vinland zoning change for Sally Reinert by S. Zastera. Seconded by H. Miller. Motion carried 4-0.

**ADJOURNMENT**

MOTION made by H. Miller to adjourn the meeting. Seconded by S. Zastera. Motion carried 4-0. Meeting adjourned at 8:22 A.M.

Respectfully submitted,

Daniel R. Lefebvre  
Assistant Zoning Administrator