

Planning & Zoning Committee

Planning Meeting

October 6<sup>th</sup>, 2014

7:45 A.M.

PRESENT: Supervisors Egan, Kriescher, Keller, Thompson, Gabert. Jerry Bougie – Planning Director, Brian O’Rourke – Associate Planner, Cary Rowe – Zoning Administrator

1. Minute Approval – August 4<sup>th</sup>, 22<sup>nd</sup>, 26<sup>th</sup>, & September 26<sup>th</sup>, 2014.

Motion by M. Gabert to approve minutes as presented. Seconded by C. Thompson. Motion carried 5-0.

2. Committee review and action to forward town zoning changes to County Board for the following towns: Clayton, Vinland and Oshkosh.

C. Rowe provided a memo explaining the request which recommends forwarding the town zoning changes to County Board. He also noted that the agenda erroneously includes the Town of Vinland, which should have been Black Wolf; the Town of Black Wolf zoning change will then be placed on the next meeting of the Committee, and any action should be on the Town of Clayton and Town of Oshkosh only.

Motion to forward the Town of Clayton and Town of Oshkosh zoning changes to County Board by R. Keller. Seconded by L. Kriescher. Motion carried 5-0.

There was no further discussion of this item.

3. Committee review and action to forward county zoning changes to County Board for annexed areas.

C. Rowe provided a memo explaining the request which recommends forwarding the county zoning changes to County Board for the list of annexed properties as detailed in the memo’s attachment. He stated that this procedure was added in the new zoning ordinance (Chp. 23) as a requirement of State Statutes, as annexed properties alter the overall boundaries of the County Zoning Map. All

of the annexed properties on the attachment have been recorded in the Register of Deeds.

The Committee questioned whether or not the property owner was aware of notified of the annexation(s).

C. Rowe stated that the zoning ordinance indicates that after County Board has taken action the County Clerk notifies the Town Clerk(s) affected by the annexation(s).

Motion to approve and forward the county zoning changes to County Board for the annexed properties as listed on the Zoning Administrators memo attachment by M. Gabert. Seconded by C. Thompson. Motion carried 5-0.

There was no further discussion of this item.

4. Discussion on methodology for receiving mailings for Committee meetings.

B. O'Rourke stated that all materials for all Committee meetings would now be placed on the County's website; an email with a link to the site will be sent in advance of each meeting, and hard copies for the Committee would still be available upon request. Any material(s) between the public hearing and deliberative will be sent via email only as regular mailings do not reach them in time due to the short window between those two meetings.

There was no further discussion of this item.

5. Update on submittal of County Zoning Ordinance to DATCP for Farmland Preservation Certification.

B. O'Rourke stated that the County Zoning Ordinance and recently revised zoning map were ready to be submitted to DATCP for certification, which would be done in the following week. Staff anticipates an approval with a requirement that certain amendments are made to the text, as the Towns of Winchester and Clayton submitted zoning ordinances to DATCP that closely mirrored the County's text, with DATCP conditionally certifying them with required amendments.

There was no further discussion of this item.

6. Committee review and approval of 2015 meeting dates.

B. O'Rourke provided a handout to the Committee detailing their meeting dates for 2015.

There was a consensus of the Committee to continue holding the planning meeting immediately after the deliberative.

Motion to approve the proposed 2015 meeting schedule of the Planning & Zoning Committee by L. Kriescher. Seconded by M. Gabert. Motion carried 5-0.

There was no further discussion of this item.

Motion to adjourn L. Kriescher. Seconded by M. Gabert. Motion carried 5-0.

Meeting adjourned at 8:30 A.M.

Brian O'Rourke – Recording Secretary