

**WAUPACA COUNTY PLANNING & ZONING COMMITTEE MEETING
MINUTES – MAY 25, 2016**

ON-SITE INSPECTIONS: The Committee made on-site inspections starting at 8:15 a.m. on the Sterling Strathe & P. Marinac property, Town of Iola; the Carl J. Hartmann property, Town of St. Lawrence; the Randy R. & Lynell R. Steingraber property, Town of Little Wolf; the Lynn O. Graichen property, Town of Mukwa and the Terrance L. & Lori J. Casey property, Town of Mukwa.

Chm. Penney called the meeting to order at 10:25 a.m. with the following members present: J. Penney, D. Kussmann, T. Murphy, W. Wilfuer and D. Federwitz, all present.

T. Murphy moved and W. Wilfuer seconded the motion to approve the agenda as presented. The motion was carried.

Public Comment: There was none.

PUBLIC HEARINGS:

The first public hearing was called to order at 10:28 a.m. by Chm. Penney. Roll call was taken with the following members present: J. Penney, D. Kussmann, T. Murphy, W. Wilfuer and D. Federwitz, all present. Deb Giuffre read the names of persons notified of the hearing for **Sterling Strathe & P. Marinac:** Located in part of the SW ¼ of the SE ¼ of Sec 10 and part of the NW ¼ of the NE ¼ of Sec. 15, Town of Iola, lying along Olson Road, Fire Number N8846, Waupaca County, Wisconsin; for a Conditional Use Permit application for a Major Home Occupation (fire arm sales) in an AWT (Agriculture and Woodland Transition) District on approximately 25.17 acres. The Committee, Ryan Brown, Planning & Zoning Director, and Jean Gliniecki, Zoning Administrator, made an on-site inspection of the property. Vice-Chm. Kussmann read the general procedure and Chm. Penney declared it a legal hearing.

Sterling Strathe was sworn in to testify. Mr. Strathe said he is a Realtor and Auctioneer. Mr. Strathe would like to sell firearms at the business site and has obtained licensing through the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF).

Chm. Penney called three times for any testimony in favor to the application. There was none.

Chm. Penney called three times for any testimony in opposition to the application. There was none.

Deb Giuffre read two letters, one (1) from the Town of Iola recommending approval of the application and one (1) from a neighboring property owner with concerns.

Jean Gliniecki, Zoning Administrator, said the Planning & Zoning Office recommends approval.

T. Murphy moved and D. Federwitz seconded the motion to **GRANT** the application for Conditional Use Permit due to the following: The Town of Iola Planning Commission and the Town Board of Iola have both recommended approval of this permit and it is consistent with the Town Comprehensive Plan. Roll call vote was taken: J. Penney—yes; D. Kussmann—yes; W. Wilfuer—yes; D. Federwitz—yes and T. Murphy—yes, unanimous vote to grant the permit. D. Kussmann moved and W. Wilfuer seconded the motion to close the hearing at 10:38 a.m. The motion was carried.

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The second public hearing was called to order at 10:39 a.m. by Chm. Penney. Roll call was taken with the following members present: J. Penney, D. Kussmann, T. Murphy, W. Wilfuer and D. Federwitz, all present. Deb Giuffre read the names of persons notified of the hearing for **Carl J. Hartmann**: Located in part of the SW ¼ of the SW ¼ of Sec. 23, Town of St. Lawrence, lying off of Shambeau Lake Road, Fire Number N5701, Waupaca County, Wisconsin; for a Petition for Zoning Map Amendment from an AR (Agriculture Retention) District to an RR (Rural Residential) District to acquire additional development rights in order to create a 2.50 acre parcel for a single family residence. The Committee, Ryan Brown, Planning & Zoning Director, and Jean Gliniecki, Zoning Administrator, made an on-site inspection of the property. Vice-Chm. Kussmann read the general procedure and Chm. Penney declared it a legal hearing.

Carl Hartmann was sworn in to testify. Mr. Hartmann would like to give his son 2.50 acres to build a residence and in order to do that he needs to rezone the property for additional development rights.

Chm. Penney called three times for any testimony in favor to the application. There was none

Chm. Penney called three times for any testimony in opposition to the application. There was none.

Deb Giuffre read one (1) from the Town of St. Lawrence recommending approval of the application.

Jean Gliniecki, Zoning Administrator, said the Planning & Zoning Office recommends approval with the proper permits. And this will require a Certified Survey Map to be completed in order to create the parcel.

D. Kussmann moved and T. Murphy seconded the motion to **GRANT** the application for Petition for Zoning Map Amendment due to the following: The Town of St. Lawrence Planning Commission and the Town Board of St. Lawrence have both approved this request and it is consistent with the Town's Comprehensive Plan. Roll call vote was taken: J. Penney—yes; D. Kussmann—yes; W. Wilfuer—yes; D. Federwitz—yes and T. Murphy—yes, unanimous vote to grant the zone change. D. Kussmann moved and T. Murphy seconded the motion to close the hearing at 10:47 a.m. The motion was carried.

The third public hearing was called to order at 10:48 a.m. by Chm. Penney. Roll call was taken with the following members present: J. Penney, D. Kussmann, T. Murphy, W. Wilfuer and D. Federwitz, all present. Deb Giuffre read the names of persons notified of the hearing for **Randy R. & Lynell R. Steingraber**: Located in part of the NE ¼ of the NE ¼ of Sec. 13, Town of Little Wolf, lying along County Highway N, Fire Number E7235, Waupaca County, Wisconsin; for a Petition for Zoning Map Amendment from an AE (Agriculture Enterprise) District to an RR-O (Rural Residential-Overlay) to create a 2 acre parcel for a non-farm residence. This property is within Farmland Preservation and will use one (1) development right to create the 2 acre parcel. The Committee, Ryan Brown, Planning & Zoning Director, and Jean Gliniecki, Zoning Administrator, made an on-site inspection of the property. Vice-Chm. Kussmann read the general procedure and Chm. Penney declared it a legal hearing.

Lynell Steingraber was sworn in to testify. Ms. Steingraber would like to split off a 2 acre parcel to sell for a non farm residence, which requires a zone change.

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Jackie Beyer was sworn in to testify. Ms. Beyer is the clerk for the Town of Little Wolf. Ms Beyer said that the proposal complies with the intent of the use and the Town of Little Wolf approves.

Chm. Penney called three times for any testimony in favor to the application. There was none

Chm. Penney called three times for any testimony in opposition to the application. There was none.

Deb Giuffre read one (1) letter from the Town of Little Wolf recommending approval of the application.

Jean Gliniecki, Zoning Administrator, said the Planning & Zoning Office recommends approval. And this will require a Certified Survey Map to be completed in order to create the parcel.

D. Federwitz moved and D. Kussmann seconded the motion to **GRANT** the application for Petition for Zoning Map Amendment due to the following: The Town of Little Wolf Planning Commission and the Town Board of Little Wolf have both approved this request and it is consistent with the Town’s Comprehensive Plan. Roll call vote was taken: J. Penney—yes; D. Kussmann—yes; W. Wilfuer—yes; D. Federwitz—yes and T. Murphy—yes, unanimous vote to grant the zone change. D. Kussmann moved and W. Wilfuer seconded the motion to close the hearing at 10:55 a.m. The motion was carried.

The fourth public hearing was called to order at 10:56 a.m. by Chm. Penney. Roll call was taken with the following members present: J. Penney, D. Kussmann, T. Murphy, W. Wilfuer and D. Federwitz, all present. Deb Giuffre read the names of persons notified of the hearing for **Lynn O. Graichen:** Located in part of the NE ¼ of the SW ¼ of Sec. 4, Town of Mukwa, lying along Highway 54, Fire Number E8265, Waupaca County, Wisconsin; for a Conditional Use Permit application for a Mini-Warehouse in an AWT (Agriculture and Woodland Transition) District on approximately 2.5 acres. The Committee, Ryan Brown, Planning & Zoning Director, and Jean Gliniecki, Zoning Administrator, made an on-site inspection of the property. Vice-Chm. Kussmann read the general procedure and Chm. Penney declared it a legal hearing.

Lynn Graichen was sworn in to testify. Mr. Graichen is proposing to construct three (3) mini warehouses which requires a Conditional Use Permit and would like to relocate the driveway for better access.

Chm. Penney called three times for any testimony in favor to the application. There was none

Chm. Penney called three times for any testimony in opposition to the application. There was none.

Deb Giuffre read one (1) letter from the Town of Mukwa recommending approval of the application.

Jean Gliniecki, Zoning Administrator, said the Planning & Zoning Office recommends approval with conditions and the proper permits.

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T. Murphy moved and W. Wilfuer seconded the motion to **GRANT** the application for Conditional Use Permit due to the following: The Town Board of Mukwa has approved this request and it is consistent with the Town Comprehensive Plan. The following conditions **MUST** be met: This Conditional Use Permit allows for the construction of three (3) Mini-Warehouse structures. Any more than three (3) Mini-Warehouses would require another Conditional Use Permit to be issued. This proposed 2.5 acre parcel for the Mini-Warehouses shall be created with a Certified Survey Map being completed and recorded in the Register of Deeds Office. The applicant must obtain a Land Use Permit from the Planning & Zoning Office prior to the construction of the Mini-Warehouses. The applicant must obtain a Building Permit from the local Building Inspector prior to the construction of the Mini-Warehouse. Roll call vote was taken: J. Penney—yes; D. Kussmann—yes; W. Wilfuer—yes; D. Federwitz—yes and T. Murphy—yes, unanimous vote to grant the permit. D. Kussmann moved and W. Wilfuer seconded the motion to close the hearing at 11:06 a.m. The motion was carried.

The fifth public hearing was called to order at 11:07 a.m. by Chm. Penney. Roll call was taken with the following members present: J. Penney, D. Kussmann, T. Murphy, W. Wilfuer and D. Federwitz, all present. Deb Giuffre read the names of persons notified of the hearing for **Terrance L. & Lori J. Casey**: Located in part of the SE ¼ of the NE ¼ of Sec. 5, Town of Mukwa, lying along Larry Road, Fire Number N4761, Waupaca County, Wisconsin; for an after the fact Conditional Use Permit application for a Major Home Occupation (repair & maintenance of vehicles) in an AWT (Agriculture and Woodland Transition) District on approximately 2.56 acres. The Committee, Ryan Brown, Planning & Zoning Director, and Jean Gliniecki, Zoning Administrator, made an on-site inspection of the property. Vice-Chm. Kussmann read the general procedure and Chm. Penney declared it a legal hearing.

Terrance Casey was sworn in to testify. Mr. Casey has a trucking repair and maintenance business at the current location which requires a Conditional Use Permit.

Chm. Penney called three times for any testimony in favor to the application. There was none

Chm. Penney called three times for any testimony in opposition to the application. There was none.

Deb Giuffre read one (1) letter from the Town of Mukwa recommending approval of the application.

Jean Gliniecki, Zoning Administrator, said the Planning & Zoning Office recommends approval with the proper permits.

T. Murphy moved and W. Wilfuer seconded the motion to **GRANT** the application for Conditional Use Permit due to the following: The Town Board of Mukwa has approved this request and it is consistent with the Town Comprehensive Plan. Roll call vote was taken: J. Penney—yes; D. Kussmann—yes; W. Wilfuer—yes; D. Federwitz—yes and T. Murphy—yes, unanimous vote to grant the permit. D. Kussmann moved and T. Murphy seconded the motion to close the hearing at 11:15 a.m. The motion was carried.

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REVIEW:

- Two year review on the Conditional Use Permit (CP-009-14) for Hillside Salvage & Repair LLC located in Sec. 3, Town of Caledonia for an Outdoor Maintenance Service (automobile repair and continue the existing used automobile sales) in an RI-I (Rural Industrial - Intensive) District on approximately 4.75 acres. The Committee held their two (2) year review on the Conditional Use Permit and reviewed the conditions that were placed on it. They would like to discuss the conditions with the property owner and request that he appear at their next regularly scheduled meeting on Thursday, June 16, 2016 after their scheduled public hearings which begin at 9:45 a.m. motion.
- Brian K. Tesch et al located in Sec. 11, Town of Weyauwega concerning a gazebo being placed in an F-W (Flood Way) District. D. Kussmann moved and W. Wilfuer seconded the motion to give Corporation Counsel time to review the Waupaca County Floodplain Ordinance regulations. The Committee will be holding another review in ninety (90) days, which would be by August 25, 2016. The motion was carried.

DIRECTOR'S REPORT:

- Introduce Summer Intern, Christopher Anderson
- Legal interpretation concerning jurisdictional issues between shoreland zoning and general zoning

The next Planning and Zoning Committee meeting has been scheduled for Thursday, June 16, 2016.

W. Wilfuer moved and T. Murphy seconded the motion to adjourn the meeting at 12:26 p.m. The motion was carried.

Debra L. Giuffre
Recording Secretary

cc: County Clerk