

**WAUPACA COUNTY PLANNING & ZONING COMMITTEE MEETING  
MINUTES – OCTOBER 27, 2016**

**ON-SITE INSPECTION:** The Committee made an on-site inspection starting at 9:30 a.m. on the Farm Four LLC property, Town of Royalton.

Chm. Penney called the meeting to order at 10:00 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.

D. Federwitz moved and D. Kussmann seconded the motion to approve the minutes with the correction of Jason Snyder, Deputy Zoning Administrator replacing Jean Gliniecki, Zoning Administrator for on-site inspections from the September 1 and September 15, 2016 meetings. The motion was carried.

Public Comment: There was none.

**PUBLIC HEARINGS:**

The first public hearing was called to order at 10:05 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 the Waupaca County Comprehensive Plan Amendments. The Waupaca County Comprehensive Plan was adopted by the Waupaca County Board of Supervisors on September 18, 2007. The proposed amendments to the Comprehensive Plan Preferred Land Use Maps are within the **Town of Royalton** and the **Town of Lebanon**. The map amendments are to ensure that the Waupaca County Comprehensive Plan remains consistent with the locally adopted comprehensive plan. Vice-Chm. Kussmann read the general procedure and Chm. Penney declared it a legal hearing.

**Town of Royalton, Comprehensive Plan Amendment**

**Ryan Brown, Planning & Zoning Director**, explained that the Comprehensive Plan Amendment is for a boundary line adjustment with the two (2) parcels being different zoning classifications.

**Patricia Craig was sworn in to testify.** Ms. Craig said she is the Treasurer for the Town of Royalton and the Town of Royalton is in favor of the Comprehensive Plan Amendment.

**Shirley Sternberg was sworn in to testify.** Ms. Sternberg said she is representing Farm Four LLC and is in agreement with the Comprehensive Plan Amendment to allow for the boundary line adjustment.

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 Royalton recommending approval of the amendment.

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**Jean Gliniecki, Zoning Administrator**, said the Planning & Zoning Office recommends approval of the Comprehensive Plan Amendment.

D. Federwitz moved and W. Wilfuer seconded the motion to **APPROVE** the Comprehensive Plan Amendment in the Town of Royalton. Roll call vote was taken: J. Penney—yes; D. Kussmann—yes; W. Wilfuer—yes; D. Federwitz—yes and T. Murphy—yes, unanimous vote to approve the amendment.

**Town of Lebanon, Comprehensive Plan Amendment**

**Ryan Brown, Planning & Zoning Director**, gave a background of the Town of Lebanon’s project for areas with farms and large parcels zoned RR (Rural Residential) District and RC-G (Rural Commercial-General) District to be rezoned to AWT (Agriculture and Woodland Transition) District or AR (Agriculture Retention) District.

**Les Prochnow was sworn in to testify.** Mr. Prochnow said he is the Chairman for the Town of Lebanon. Mr. Prochnow explained the process of the Comprehensive Plan Amendment with the zone changes, notifications and spreadsheets. He said the Comprehensive Plan Amendment was approved by the Town of Lebanon’s Planning Commission and Town Board.

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 Lebanon Planning Commission and one (1) from the Town of Lebanon Town Board recommending approval of the amendment.

**Kay Thoma was sworn in to testify.** Ms. Thoma had questions regarding notification.

**Ryan Brown, Planning & Zoning Director**, explained the notification process.

**Jean Gliniecki, Zoning Administrator**, said the Planning & Zoning Office recommends approval of the Comprehensive Plan Amendment.

D. Federwitz moved and W. Wilfuer seconded the motion to **APPROVE** the Comprehensive Plan Amendment in the Town of Royalton. Roll call vote was taken: J. Penney—yes; D. Kussmann—yes; W. Wilfuer—yes; D. Federwitz—yes and T. Murphy—yes, unanimous vote to approve the amendment.

D. Kussmann moved and W. Wilfuer seconded the motion to close the hearing at 10:36 a.m. The motion was carried.

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The second public hearing was called to order at 10:37 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 **Farm Four LLC**: Located in part of the N ½ of the NW ¼ of the NE ¼ of Sec. 29, Town of Royalton, lying along Park Ave, Waupaca County, Wisconsin; for a Petition for Zoning Map Amendment from an AWT (Agriculture and Woodland Transition) District to an RR (Rural Residential) District to accommodate a boundary line adjustment between two adjoining parcels, one being in an AWT (Agriculture and Woodland Transition) District and one being in an RR (Rural Residential) District on approximately .22 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.

**Shirley Sternberg** said she is representing Farm Four LLC and would like to sell the neighbor some land for an encroachment of a garage and to accommodate the setback.

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 Lebanon recommending approval of the application.

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

T. Murphy moved and D. Kussmann seconded the motion to **GRANT** the application for Petition for Zoning Map Amendment due to the following: The Town of Royalton Planning Commission and the Town Board of Royalton 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 10:39 a.m. The motion was carried.

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The third public hearing was called to order at 10:40 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 **Town of Lebanon**: In 2011, the Town of Lebanon went through a comprehensive rezone process. At that time some properties within the township were zoned as RR (Rural Residential) District. Many of the properties zoned as RR (Rural Residential) District were inconsistent with the purpose and intent of the RR (Rural Residential) District designation. The Town of Lebanon has initiated a Petition for Zoning Map Amendment process to address these inconsistencies. Vice-Chm. Kussmann read the general procedure and Chm. Penney declared it a legal hearing.

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**Ryan Brown, Planning & Zoning Director**, explained the process of the rezones for the Town of Lebanon.

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 Lebanon Planning Commission and one (1) from the Town of Lebanon Town Board recommending approval of the zone changes.

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

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 Lebanon Planning Commission and the Town Board of Lebanon have approved these requests and they are 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 10:48 a.m. The motion was carried.

**DISCUSSION AND POSSIBLE ACTION:**

- Update on the Brian K. Tesch et al property, located in Sec. 11, Town of Weyauwega. The gazebo placed in an F-W (Flood Way) District has been removed.
- Proposal to include replacement of failing septic systems in budgeted money for junk clean up to be placed on the agenda for December, 2016 meeting.
- Resolution to adopt Comprehensive Plan Amendments in the Towns of Royalton and Lebanon. D. Federwitz moved and W. Wilfuer seconded the motion to **APPROVE** the Resolution for the Comprehensive Plan Amendments for the Town of Royalton and the Town of Lebanon and recommend it to the Waupaca County Board for their approval at their November 8, 2016 meeting. The motion was carried.
- Schedule upcoming meetings.

The next Planning and Zoning Committee meeting has been scheduled for Thursday, November 17, 2016.

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D. Kussmann moved and W. Wilfuer seconded the motion to adjourn the meeting at 11:02 a.m. The motion was carried.

Debra L. Giuffre  
Recording Secretary

cc: County Clerk