

**WAUPACA COUNTY PLANNING & ZONING COMMITTEE MEETING  
MINUTES – JANUARY 5, 2017**

**ON-SITE INSPECTIONS:** The Committee made on-site inspections starting at 8:15 a.m. on the Recon Boats LLC property, Town of Helvetia and the Waupaca Storage LLP property, Town of Dayton.

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.

D. Kussmann 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 10:03 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 Amendment. The Waupaca County Comprehensive Plan was adopted by the Waupaca County Board of Supervisors on September 18, 2007. The proposed amendment to the Comprehensive Plan Preferred Land Use Maps is within the **Town of Helvetia**. The map amendment is 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.

**Ryan Brown, Planning & Zoning Director**, explained that the Comprehensive Plan Amendment is to allow for the proposed use of the property.

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 Helvetia recommending approval.

**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 Helvetia. 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 10:10 a.m. The motion was carried.

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The second public hearing was called to order at 10:11 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 **Recon Boats LLC**: Located in part of the SW ¼ of the NE ¼ of Sec. 31, Town of Helvetia, lying along Highway 161, Fire Number E2738, Waupaca County, Wisconsin; for a Petition for Zoning Map Amendment from an RC-N (Rural Commercial-Neighborhood) District to an RI-I (Rural Industrial-Intensive) with a Conditional Use Permit application for Heavy Industrial (boat repair, construction and storage) on approximately 7 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.

**John Johnson was sworn in to testify.** Mr. Johnson said he is planning to move his current business to the proposed location which requires a Petition for Zoning Map Amendment and Conditional Use Permit. Mr. Johnson said his business consists of boat repair and construction.

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 (2) letters, one (1) from the Town of Helvetia recommending approval for the Petition for Zoning Map Amendment and (1) from the Town of Helvetia recommending approval of the Conditional Use Permit application.

**Jean Gliniecki, Zoning Administrator**, said the Planning & Zoning Office recommends approval of the Petition for Zoning Map Amendment and Conditional Use Permit with conditions.

T. Murphy moved and W. Wilfuer seconded the motion to **GRANT** the application for Petition for Zoning Map Amendment due to the following: The Town of Helvetia Planning Commission and the Town Board of Helvetia 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. The motion was carried.

T. Murphy moved and W. Wilfuer seconded the motion to **GRANT** the application for Conditional Use Permit application due to the following: The Town of Helvetia Planning Commission and the Town Board of Helvetia have both approved this request and it is consistent with the Town Comprehensive Plan. The following conditions **MUST** be met: The applicant must have the septic system evaluated to verify that it is sized and sited appropriately for the proposed use. If any interior alterations are necessary for the project, the applicant must obtain the appropriate Building Permit(s) from the Building Inspector. 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 D. Federwitz seconded the motion to close the hearing at 10:20 a.m. The motion was carried.

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The third public hearing was called to order at 10:21 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 **Waupaca Storage LLP**: Located in part of the NE ¼ of the NE ¼ of Sec. 2, Town of Dayton, lying along Highway 22, Waupaca County, Wisconsin; for an Amendment to their existing Conditional Use Permit (CP-030-97) for a request to remove one of the conditions placed on that Conditional Use Permit for a Mini-Warehouse in an RC-G (Rural Commercial-General) District on approximately 6.158 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.

**Robert Steidl was sworn in to testify.** Mr. Steidl said on the existing Conditional Use Permit the Town of Dayton put a condition of 100 feet paralleling Highway 22 to be reserved for a future Town road right-of-way from the West property line to the East property line that would allow for a future access road and buffer zone between a Town road and Highway 22. Mr. Steidl said he is requesting an amendment to the Conditional Use Permit regarding removing this condition.

**John Miller was sworn in to testify.** Mr. Miller said he is a Supervisor for the Town of Dayton and the Town is in favor of the Conditional Use Permit amendment.

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 three (3) letters; one (1) from the Town of Dayton recommending approval of the amendment, one (1) from the Town of Dayton regarding the DOT and the 100 feet restriction and one (1) from the DOT regarding the restriction imposed by the Town of Dayton and should be released by the Town of Dayton.

**Jean Gliniecki, Zoning Administrator,** said the Planning & Zoning Office recommends approval of the amendment to the Conditional Use Permit to remove that condition.

D. Federwitz moved and D. Kussmann seconded the motion to **GRANT** the Amendment to their existing Conditional Use Permit (CP-030-97) due to the following: The Town of Dayton Planning Commission and the Town Board of Dayton were in favor of the application and there was no opposition presented at the hearing. With the following condition being removed from their existing Conditional Use Permit (CP-030-97): “The 100 feet paralleling Highway 22 would be reserved for a future Town road right-of-way from the West property line to the East property line. This would allow for a future access road and buffer zone between a Town road and Highway 22.” With the following conditions remaining in place: This Conditional Use Permit would be for mini storage use only. Any other use would require Planning & Zoning Committee approval. The property owner would be requested to agree to the following conditions as required by the Town of Dayton: The property owner grants the Town an additional 16 ½ feet as a Town road right-of-way to bring Polly Road up to a standard Town road right-of-way. The drive access to Highway 22 maintains a 2% slope for 50 feet to give cars a safe entrance to Highway 22. The portion of the property covered by the Conditional Use Permit is fenced to prohibit access to Polly Road unless a Town road is constructed from Polly Road to Highway 22. Must obtain a Land Use Permit and a Building Permit for the construction of each of these buildings. Roll call vote was taken: J. Penney—

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yes; D. Kussmann—yes; W. Wilfuer—yes; D. Federwitz—yes and T. Murphy—yes, unanimous vote to grant the amendment. D. Kussmann moved and W. Wilfuer seconded the motion to close the hearing at 10:33 a.m. The motion was carried.

**DISCUSSION AND POSSIBLE ACTION:**

- Resolution to adopt a Comprehensive Plan Amendment in the Town of Helvetia. . D. Federwitz moved and W. Wilfuer seconded the motion to APPROVE the Resolution for the Comprehensive Plan Amendment for the Town of Helvetia and recommend it to the Waupaca County Board for their approval at their January 17, 2017 meeting. The motion was carried.
- Schedule upcoming meetings.

The next Planning and Zoning Committee meeting has been scheduled for Thursday, January 26, 2017.

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D. Kussmann moved and W. Wilfuer seconded the motion to adjourn the meeting at 10:43 a.m. The motion was carried.

Debra L. Giuffre  
Recording Secretary

cc: County Clerk