

**WAUPACA COUNTY PLANNING & ZONING COMMITTEE MEETING  
MINUTES – AUGUST 31, 2017**

**ON-SITE INSPECTIONS:** The Committee made on-site inspections starting at 8:15 a.m. on the Lawrence D. & Patti A. Jensen property, Town of Lebanon; the Manawa Storage LLC property, Town of Little Wolf; the Jackie L. Baldwin et al property, Town of Helvetia and the Cynthia A. Pradarelli property, Town of Waupaca.

Chm. Penney called the meeting to order at 10:20 a.m. with the following members present: J. Penney, D. Kussmann, T. Murphy, W. Wilfuer, T. Murphy and D. Federwitz, all present.

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

D. Federwitz moved and W. Wilfuer seconded the motion to approve the minutes from the May 18, 2017 and June 8, 2017 meetings. The motion was carried.

Public Comment: Jackie Beyer

**PUBLIC HEARINGS:**

The first public hearing was called to order at 10:26 a.m. by Chm. Penney. Roll call was taken with the following members present: J. Penney, D. Kussmann, W. Wilfuer, T. Murphy and D. Federwitz, all present. Jean Gliniecki, Zoning Administrator, read the names of persons notified of the hearing for **Lawrence D. & Patti A. Jensen**: Located in part of the NE ¼ of the NE ¼ of Sec. 26, Town of Lebanon, lying off of Buelow Road, Fire Number N5615, Waupaca County, Wisconsin; for an after the fact Conditional Use Permit application for a Major Home Occupation (automobile repair) in an AWT (Agriculture and Woodland Transition) District on approximately 2 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.

**Lawrence Jensen was sworn in to testify.** Mr. Jensen said he does auto repair and it is his full time occupation. Mr. Jensen said he has no employees and he was not aware that he needed a 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.

**Jean Gliniecki, Zoning Administrator**, 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 with the following conditions: If there will be any plumbing in the structure, the applicant must obtain a Sanitary Permit from the Planning & Zoning Office. If there is going to be any addition to the structure, the applicant must obtain a Land Use Permit prior to the construction of the addition. If there is going to be any addition to the structure, the applicant must also contact the local Building Inspector to verify if a Building Permit is required.

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D. Federwitz moved and W. Wilfuer seconded the motion to **GRANT** the after the fact Conditional Use Permit application due to the following: The Town of Lebanon Planning Commission and Town Board have both recommended approval of this permit and it is consistent with the Town Comprehensive Plan.. The following conditions **MUST** be met: If there ever will be plumbing in the structure, the applicant must obtain a Sanitary Permit from the Planning & Zoning Office and install a code complying sanitary system. If there is going to be any addition to the structure, the applicant must obtain a Land Use Permit from the Planning & Zoning Office prior to the construction of that addition. If there is going to be any addition to the structure, the applicant must contact the local Building Inspector to verify if a Building Permit is necessary for the construction of that addition. Roll call vote was taken: J. Penney—yes; D. Kussmann—yes; W. Wilfuer—yes; T. Murphy —yes and D. Federwitz—yes unanimous vote to grant the permit. D. Kussmann moved and T. Murphy seconded the motion to close the hearing at 10:34 a.m. The motion was carried.

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The second public hearing was called to order at 10:35 a.m. by Chm. Penney. Roll call was taken with the following members present: J. Penney, D. Kussmann, W. Wilfuer, T. Murphy and D. Federwitz, all present. Jean Gliniecki, Zoning Administrator, read the names of persons notified of the hearing for **Manawa Storage LLC**: Located in part of the NE ¼ of the NW ¼ of Sec. 15, Town of Little Wolf, lying along Progress Road, Fire Number E6211, Waupaca County, Wisconsin; for a Petition for Zoning Map Amendment from an AE (Agriculture Enterprise) District to an RC-O (Rural Commercial - Overlay) District to create a 2.00 acre parcel for Mini-Warehouses. This property is within Farmland Preservation and will use one (1) development right to create the 2.00 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.

**Malia Ryan was sworn in to testify.** Ms. Ryan said she currently has fifty (50) units and has requests for more storage. She is requesting to put up a thirty (30) mini storage unit next to the existing one. The proposed unit will be larger for boats and trailers. Ms. Ryan is also requesting (1) one additional mini storage unit for possible future expansion.

Chm. Penney called three times for any testimony in favor to the application.

**Jackie Beyer was sworn in to testify.** Ms. Beyer is the Planning Commission Chair and Clerk for the Town of Little Wolf. Ms. Beyer is in support of the proposed project.

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

**Jean Gliniecki, Zoning Administrator,** 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 of the application.

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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 Town Board have both recommended approval of 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; T. Murphy —yes and D. Federwitz—yes unanimous vote to grant the zone change. D. Federwitz moved and W. Wilfuer seconded the motion to close the hearing at 10:45 a.m. The motion was carried.

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The third public hearing was called to order at 10:46 a.m. by Chm. Penney. Roll call was taken with the following members present: J. Penney, D. Kussmann, W. Wilfuer, T. Murphy and D. Federwitz, all present. Jean Gliniecki, Zoning Administrator, read the names of persons notified of the hearing for **Jackie L. Baldwin et al**: Located in part of the NE ¼ of the NW ¼ of Sec. 24, Town of Helvetia, lying along Stoney Ridge Road, Waupaca County, Wisconsin; for a Conditional Use Permit application for the placement of a recreational vehicle intended for temporary living purposes in excess of 30 days in a PVRF (Private Recreation and Forestry) District on approximately 35 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.

**Evan Baldwin II was sworn in to testify.** Mr. Baldwin said they would like to park a recreational vehicle on the property for camping, hunting, snowmobiling and other activities. Mr. Baldwin is aware of the sanitary requirements.

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.

**Jean Gliniecki, Zoning Administrator**, read two letters, one (1) from a neighboring property owner in opposition and one (1) from the Town of Little Wolf recommending approval of the application.

**Jean Gliniecki, Zoning Administrator**, said the Planning & Zoning Office recommends approval with the condition that the applicant must have a County approved sanitary system on the property.

D. Federwitz moved and W. Wilfuer seconded the motion to **GRANT** the after the fact Conditional Use Permit application due to the following: The Town of Helvetia Planning Commission and Town Board have both approved this request and it is consistent with the Town Comprehensive Plan. The following condition **MUST** be met: The recreational vehicle must have a county approved sanitary system. Roll call vote was taken: J. Penney—yes; D. Kussmann—yes; W. Wilfuer—yes; T. Murphy —yes and D. Federwitz—yes unanimous vote to grant the permit. D. Kussmann moved and W. Wilfuer seconded the motion to close the hearing at 11:00 a.m. The motion was carried.

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The fourth public hearing was called to order at 11:01 a.m. by Chm. Penney. Roll call was taken with the following members present: J. Penney, D. Kussmann, W. Wilfuer, T. Murphy and D. Federwitz, all present. Jean Gliniecki, Zoning Administrator, read the names of persons notified of the hearing for **Cynthia A. Pradarelli**: Located in part of the SE ¼ of the SE ¼ of Sec. 7, Town of Waupaca, lying along East Ware Road, Fire Number N4236, Waupaca County, Wisconsin; for an after the fact Conditional Use Permit application to exceed the allowable number of animal units in an AWT (Agriculture and Woodland Transition) District on approximately 1.46 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.

**Cindy Pradarelli was sworn in to testify.** Ms. Pradarelli said she has miniature livestock on her property and feels she has adequate acreage. She has two (2) heifers, one (1) bull, one (1) donkey, which are all miniatures, chickens and turkeys.

**Ryan Brown, Planning & Zoning Director**, explained the animal units and acreage required according to the Department of Agriculture, Trade and Consumer Protection (DATCP).

Chm. Penney called three times for any testimony in favor to the application.

**Debra Fletcher was sworn in to testify.** Ms. Fletcher said she owns the farm across the road from this property and will take the manure and pasture the animals if needed.

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

**Evan Abrahamson was sworn in to testify.** Mr. Abrahamson is the Town of Waupaca's Chair and is concerned with the animal waste, shelter, food and water during the winter months. Mr. Abrahamson is not against the animals but has reservations.

**Doug Abrahamson was sworn in to testify.** Mr. Abrahamson owns the adjoining land surrounding the property. Ms. Pradarelli asked to purchase more land but he didn't want to sell. He is also concerned about the animals with winter coming.

**Jean Gliniecki, Zoning Administrator**, read one (1) letter from the Town of Waupaca recommending approval of the application.

**Jean Gliniecki, Zoning Administrator**, said the Planning & Zoning Office recommends approval with the conditions that the owners shall follow the standards found in the 2011 (or successor copy) edition of the "Good Horse Keeping Best Practices Manual for Protecting the Environment." Horses shall be provided with a shelter consisting of a minimum of three walls and a roof. Register the animals with the Wisconsin Department of Agriculture, Trade and Consumer Protection Livestock Premises Registration. The applicant must obtain a Land Use Permit from the Planning & Zoning Office for the construction of any structures on the property. The applicant must contact the local Building Inspector to verify if a Building Permit is necessary for the construction of any structures.

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**Cindy Pradarelli came back for rebuttal.** Ms. Pradarelli said that the donkey has shelter and she intends to build another shelter for the cattle. The animals have proper food and the water tanks are heated. The manure will be spread by the neighbors.

D. Federwitz moved and D. Kussmann seconded the motion to **GRANT** the Conditional Use Permit application due to the following: The Town of Waupaca Planning Commission and Town Board have both approved this request and it is consistent with the Town Comprehensive Plan. The following conditions **MUST** be met: Owners shall follow the standards found in the 2011 (or successor copy) edition of the “Good Horse Keeping Best Practices Manual for Protecting the Environment.” Horses shall be provided with a shelter consisting of a minimum of three walls and a roof. Register your animals with the Wisconsin Department of Agriculture, Trade and Consumer Protection Livestock Premises Registration by calling (888) 808-1910 or online at: <http://www.wiid.org/pdf/AH-LP-100-Premises-registration-form-2012.pdf>. The applicant must obtain a Land Use Permit from the Planning & Zoning Office for the construction of any structures on the property. The applicant must contact the local Building Inspector to verify if a Building Permit is necessary for the construction of any structures. Roll call vote was taken: J. Penney—yes; D. Kussmann—yes; W. Wilfuer—yes; T. Murphy —yes and D. Federwitz—yes, unanimous vote to grant the permit. D. Kussmann moved and W. Wilfuer seconded the motion to close the hearing at 11:49 a.m. The motion was carried.

**DISCUSSION AND POSSIBLE ACTION:**

- Review the Conditional Use Permit (CP-006-17) for Ryan P. & Carrie A. Hofferber located in Sec. 16, Town of Weyauwega for a Major Indoor Institutional (banquet hall) in an AWT (Agriculture and Woodland Transition) District on approximately 5.595 acres.
- Schedule upcoming meetings.

The next Planning and Zoning Committee meeting has been scheduled for Thursday, September 14, 2017.

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D. Kussmann moved and W. Wilfuer seconded the motion to adjourn the meeting at 12:31 p.m. The motion was carried.

Debra L. Giuffre  
Recording Secretary  
cc: County Clerk