

**ONEIDA COUNTY PLANNING and DEVELOPMENT COMMITTEE  
DECEMBER 5, 2018  
COUNTY BOARD ROOM – 2<sup>ND</sup> FLOOR  
ONEIDA COUNTY COURTHOUSE  
RHINELANDER, WI 54501**

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Members present: Scott Holewinski, Billy Fried, Mike Timmons, Ted Cushing, and Jack Sorensen

Members absent: None

Department staff present: Karl Jennrich, Director; Scott Ridderbusch, Land Use Specialist; Carla Blankenship, Land Use Specialist; and Julie Petraitis, Program Assistant

Other county staff present: Brian Desmond, Corporation Counsel

Guests present: See sign in sheet.

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Call to order.

**Chair Holewinski called the meeting to order at 1:30 p.m., in accordance with the Wisconsin Open Meeting Law.**

Approve the agenda. **Motion by Ted Cushing, second by Jack Sorensen to approve the agenda. With all members present voting “aye”, the motion carried.**

Public comments. **None.**

Discussion/decision on dates for holding a public hearing for Conditional Use Permit for CMC – Hazelhurst, LLC, for PIN HA 113-9 further described as part of Government Lot 1 and the NE NW, Section 10, T38N, R6E, Town of Hazelhurst.

At the last meeting, the committee scheduled this for January 9, 2019. This date does not work. The committee tentatively rescheduled the meeting for January 22, 2019 at the Hazelhurst Town Hall at 6:00 p.m.

Discussion/decision on Ordinance Amendment #14-2018 authored by the Oneida County Planning and Development Committee on Section 9.58-Tourist Rooming House. The committee will be reviewing the ordinance and making changes as a result of a public hearing.

At the last meeting there were comments regarding the proposed language to Section 9.58 – Tourist Rooming House. Based on those comments, modifications were made and a draft was provided to the committee.

Changes include the following:

B. EXEMPTIONS

2. A hotel, motel, or resort license issued by the State of Wisconsin ~~Department of Health~~ Department of Agriculture, Trade and Consumer Protection (DATCP), pursuant to ~~§254.64, 97.605~~ Wis. Stats., or a designated local health department pursuant to ~~§254.015 97.625~~, Wis. Stats., directly or through its agent.

C. DEFINITIONS

- h. ~~Property Manager: Any person providing property management services to at least three (3) short term rentals.~~
- j. ~~State: State of Wisconsin Department of Health~~ Department of Agriculture, Trade and Consumer Protection, or its designee.
- l. ~~Tourist Rooming House: All lodging places and dwelling units for eight (8) or less persons, other than hotels and motel with four (4) or less rooms, in which sleeping accommodations are offered for pay to tourists or transients. It does not include private boarding or rooming houses not accommodating tourist or transients, or bed and breakfast establishments. Any lodging, place or tourist cabin or cottage where sleeping accommodations are offered for pay to tourist or transients, or to persons who stay or intend to stay for thirty (30) days or less.~~

E. TOURIST ROOMING HOUSE ADMINISTRATIVE REVIEW PROCESS

1. All applications for a tourist rooming house administrative review permit shall be filed with the Zoning Director on forms provided. Applications must be filed by the owner of the tourist rooming house or by a ~~previously licensed~~ the Resident Agent. Each applicant shall certify that the tourist rooming house that is the subject of the application can meet the requirements set forth in section 9.58 (D).
2. An application for a tourist rooming house administrative review permit shall include the following and shall not be considered complete until all of the following are submitted.
  - a. ~~A tourist rooming house license issued under §97.605 Wis. Stats. (A permit under this article may be conditionally granted upon issuance of this license and shall not take effect unless and until this license is issued.)~~
  - b. ~~A copy of the completed Lodging Establishment Health Inspection form dated within two (2) years of the date of issuance or renewal.~~
  - e. ~~The Wisconsin Department of Revenue Sales Tax Number.~~
  - d. ~~Certification from the local governmental entity that no room tax is due and owing.~~
  - e. ~~Proof of insurance.~~
  - a. Floor plan and requested maximum occupancy.
  - b. Site plan including available onsite parking.
  - c. POWTS information.
  - d. Designation of the Resident Agent.
  - e. Certification from the owner and Resident Agent that the property meets the requirements of Section 9.58 (D).
  - f. The application fee.
  - g. Proof of insurance.

G. RESIDENT AGENT

- 1. ~~A licensed Resident Agent is required for all tourist rooming houses. The owner of a tourist rooming house shall designate a licensed Resident Agent.~~
- 2. Resident Agent shall meet the following requirements.
  - a. Be an adult person residing in or within a twenty-five (25) miles radius of the location of the tourist rooming house or a corporate entity with offices located within a twenty-five (25) miles radius of the tourist rooming house that is the subject of the application.
  - b. Be authorized by the owner to act as the agent for the owner for: (i) the receipt of service of notice of violation of this article’s provisions, (ii) service of process pursuant to this article, and (iii) to allow the county to enter property permitted under this article for purposes of inspection and enforcement.
  - c. ~~The applicant shall provide proof that he or she is insured for general liability for a commercial rental operation.~~
  - d. ~~An owner that meets the qualifications for a resident agent is not required to pay a fee for a resident agent license.~~

Staff will make changes as discussed, send to the Town’s for input, bring back to committee, and schedule for public hearing.

Resolution for Ordinance Amendment #7-2018. The committee will be reviewing the resolution to forward to the Oneida County Board of Supervisors.

**Motion by Ted Cushing, second by Mike Timmons to approve resolution for Ordinance Amendment #7-2018 and forward on to the Oneida County Board of Supervisors. With all members present voting “aye”, the motion carried.**

Discuss/decision/prioritization of 2018 Oneida County Planning and Zoning Department projects.

**No action taken.**

Refunds.

**There are no refunds.**

Line item transfers, purchase orders and bills.

**Motion by Mike Timmons, second by Ted Cushing to approve the purchase orders and bills as submitted. With all members present voting “aye”, the motion carried.**

Approve future meeting dates.

**December 13, and December 19, 2018**

Public comments.

**Bill Liebert spoke**

Future agenda items.

**CONDUCT PULBIC HEARING ON THE FOLLOWING:**

**Conditional Use Permit Application by Northwoods Connect, applicant, and Steven & Debra Teske, owners, to erect and operate a 200’ tall broadband communication tower that will provide**

internet services for the area residents on the following property: Part of Government Lot 3, Section 6, T37N, R7E, PIN CA 613-7, Town of Cassian.

Mr. Jennrich read the Notice of Public Hearing into the record. The Notice was published in the Northwoods River News on November 20 and November 27, 2018. Proof of publication is contained in the file. The Notice was posted on the Oneida County Courthouse bulletin board on November 15, 2018.

The only correspondence in the file is an e-mail dated November 12, 2018, from the Town of Cassian, approving the request.

Scott Ridderbusch, Land Use Specialist, provided his report to the committee. If the committee feels the general standards of approval have been met and recommends approval of the application Staff would suggest the following conditions be placed on the Conditional Use Permit.

1. The nature and extent of the conditional use shall not change from that described in the application and approved in the Conditional Use Permit.
2. Must comply with all federal regulations, specifically Federal Aviation Administration and Federal Communication Commission.
3. A copy of the lease agreement be submitted to this department prior to the issuance of CUP.
4. Addressing and 911 information must be approved by the Oneida County Land Information Department once a zoning permit has been obtained.
5. Proper permits to be obtained prior to the start of construction (Town/County/State).
6. Security measures be addressed and in place.

Chair Holewinski opened the public portion of the public hearing. There was nobody present who spoke in favor of or in opposition to the request.

Chair Holewinski closed the public portion of the public hearing.

**Motion by Mike Timmons, second by Jack Sorensen to approve the Conditional Use Permit application as the general standards have been met and with the conditions as suggested by Staff. With all members present voting “aye”, the motion carried.**

Adjourn.

**2:55 p.m. There being no further matters to lawfully come before the committee, Chair Holewinski adjourned the meeting.**

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Chair, Scott Holewinski

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Planning & Zoning Director, Karl Jennrich

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