

**ONEIDA COUNTY PLANNING AND DEVELOPMENT COMMITTEE**

**June 19, 2013**

**12:30 p.m. – Closed Session**

**1:00 p.m. Regular Meeting**

**2:00 p.m. Public Hearing**

**Committee Room #2, Oneida County Courthouse  
Rhineland WI 54501**

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Members present: Chairman, Scott Holewinski  
Dave Hintz  
Jack Sorensen  
Mike Timmons  
Gary Baier

Department staff present: Karl Jennrich, Zoning Director  
Lila Dumar, Secretary III

Other Staff: Brian Desmond, Corporation Counsel

Guests present: Marcus Neseman, River News  
Bob Williams  
Brian Iverson  
Carol Dost  
Kay McElone  
Craig Lau, Peoples State Bank

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Chairman Scott Holewinski called the meeting to order at 12:30 pm, in accordance with the Wisconsin Open Meeting Law. All members are present.

Approve the agenda.

**Motion by Mike Timmons, second by Dave Hintz, to approve the agenda. With all members voting “aye”, the motion carried.**

It is anticipated that the Committee may meet in Closed Session pursuant to Wisconsin Statutes, Section 19.85 (1)(g), conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved. A roll call vote will be taken to go into closed session.

- a. Vegetation removal and land disturbance less than 35’ from the OHWM in the Town of Pelican.
- b. Shooting range in the Town of Lake Tomahawk.

**12:31 pm - Motion by Jack Sorensen, second by Mike Timmons, to go into closed session. On roll call vote: Scott Holewinski: "aye", Mike Timmons: "aye", Dave Hintz: "aye", Jack Sorensen: "aye", Gary Baier: "aye."**

**12:55 pm - Motion by Dave Hintz, second by Mike Timmons, to go into open session. On roll call vote: Scott Holewinski: "aye", Mike Timmons: "aye", Dave Hintz: "aye", Jack Sorensen: "aye", Gary Baier: "aye."**

Announcement of any action taken in Closed Session.

Scott Holewinski, Chairman, announced that there was no action taken in closed session other than the approval of closed session meeting minutes of April 17, 2013 and March 20, 2013 which carried unanimously.

Public comments.

Bob Williams asked if the pier ordinance amendment public hearing was still scheduled for June 24<sup>th</sup>, 2013. Mr. Williams was informed that the public hearing will be held on July 8<sup>th</sup>, 2013, 6:00 pm, Woodruff Town Hall.

Correspondence from Jay Schuette regarding property described as Gov't Lot 3, Section 5, T38N, R7E, PIN LT 56, Town of Lake Tomahawk.

Karl Jennrich, Zoning Director, provided the Committee with an email from Mr. Schuette where he requests to keep the berms and a few other structures in place on his property. All the shooting range related targets, skeet ranges, etc have been removed. Mr. Jennrich stated that the Committee gave him clear direction on what can stay and what must go while in closed session.

Discussion only.

Section 9.52 Mobile Home, manufactured home and house trailer parks. The Committee may look at Ordinance Amendments to this section.

Karl Jennrich, Zoning Director, provided the Committee with draft ordinance language for review. The changes would eliminate the provision on 1,400 sq ft size limits for structures; possibly change the minimum height for an accessory structure; and correct the provision on enclosed additions.

**Motion by Scott Holewinski, second by Jack Sorensen, for staff to revise Section 9.52 as discussed and to bring back to the committee. With all members voting "aye", the motion carried.**

Section 9.20, Zoning Districts.

Karl Jennrich, Zoning Director; Nadine Wilson and Kathy Ray, Land Use Specialists, reviewed the proposed changes to Section 9.20 Zoning Districts. This is an on-going process. Karl Jennrich noted that telephone and public utilities will put back in all districts as a permitted use. The Committee continued to review the Residential and Farming Zoning District.

Discussion Only.

Line item transfers, purchase orders and bills.

Purchase Orders - \$268.85  
Bills - \$391.34

**Motion by Jack Sorensen, second by Scott Holewinski, to approve the purchase orders and bills. With all members voting “aye”, the motion carried.**

Refunds.

John Viste     \$100.00  
H&H Septic    \$ 50.00

**Motion by Dave Hintz, second by Jack Sorensen to approve the refunds as presented. With all members voting “aye”, the motion carried.**

Approve future meeting dates.

July 3, July 8 and July 17, 2013 were approved future meeting dates.

Public comments.

None.

Future agenda items.

Floodplain.

**CONDUCT PUBLIC HEARING ON THE FOLLOWING:**

**Conditional Use Permit** application of People’s State Bank, Court Appointed Receiver, agent (Kirsch current owner) to create a manufactured home community for 12 units plus expandable area on Poplar Dr. described as part NE NW and NW NW, Section 30, T36N, R9E, PIN’s PE 421-1, PE 421-3, PE 420-4, PE 420-5, PE 420-6, PE 420-7, PE 420-1 and PE 420-3, Town of Pelican.

Karl Jennrich, Zoning Director, read the notice of public hearing for the conditional use permit application of Peoples State Bank, Court Appointed Receiver, agent (Kirsch current owner) to create a manufactured home community for 12 units plus expandable area on Poplar Drive, Town of Pelican.

The notice was published in the Northwoods River News on June 4 & 11, 2013. The proof of publication is contained in the file. The notice was posted on the Oneida County Courthouse bulletin board on May 29, 2013. The mailing list was also read into the record.

Correspondence in file: Letter from Town of Pelican, in support of the Conditional Use Permit application.

Nadine Wilson, Land Use Specialist, reviewed the conditional permit application with the committee. Craig Lau, People's State Bank, is also present. This property was developed by the current owner, Sue Kirsch, in 2004 as individual lots (CSM's), with mobile/manufactured homes located on each lot as rental property. The intent at the time was for the owner to go through the process for a Manufactured Home Park. The submittal of the required paperwork never took place. Peoples State Bank is now in control of the property and is creating a 12 unit manufactured home park with an expandable area. Any purchaser wishing to expand the park would need to file a CUP.

The applicant submitted the General Standards of Approval of a CUP and the Committee was supplied a copy. If the Committee finds the standards have been met, and recommends approval of this application, staff would suggest the following conditions be placed on the CUP.

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. Combine individual lots into one large lot with a certified survey map (CSM).
3. A conditional use permit is required for any expansion.
4. Manufactured Park Community in accordance with Section 9.52 of the Oneida County Zoning and Shoreland Protection Ordinance.
5. Signage to conform to 9.78 Sign Regulations Oneida County Zoning & Shoreland Protection Ordinance.
6. Signage in accordance with Oneida County Zoning and Shoreland Protection Ordinance.
7. Must obtain a state license to operate a MHC.
8. After-the-fact zoning permit and review fees for manufactured home located on Lot 12 of the site plan.
9. Town of Pelican concerns if any.
10. Turn around or road must go straight through

2:16 pm - Chairman Scott Holewinski asked if there was anyone present that wished to speak for or against this project. No one spoke.

2:17 pm – Chairman Scott Holewinski closed the public hearing from further public comment.

**Motion by Dave Hintz, second by Jack Sorensen, to approve the conditional use permit of Peoples State Bank, Court Appointed Receiver, agent (Kirsch current owner) to create a manufactured home community for 12 units plus expandable area on Poplar Drive, Town of Pelican, subject to staff, Town of Pelican approval and with all the general standards being met. The motion carried unanimously.**

Adjourn.

**Motion by Mike Timmons, second by Dave Hintz, to adjourn. With all members voting "aye", the motion carried.**

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Scott Holewinski, Chairman

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Karl Jennrich, Zoning Director