

ONEIDA COUNTY PLANNING and DEVELOPMENT COMMITTEE
JANUARY 5, 2022
COUNTY BOARD ROOM – 2ND FLOOR
ONEIDA COUNTY COURTHOUSE
RHINELANDER, WI 54501

Members present: Scott Holewinski, Jack Sorensen, Bob Almekinder
Via Zoom: Ted Cushing, Mike Timmons

Members absent: None

Department staff present: Karl Jennrich, Director; Todd Troskey, Assistant Director; Scott Ridderbusch, Land Use Specialist; Deanna Tushoski, Administrative Support
Via Zoom: Keith Cohrs, Zoning Technician; McKenzie Slack, Zoning Technician; Carla Blankenship, Land Use Specialist

Other county staff present: None

Guests present: See sign in sheet.

Call to order.

Chair Holewinski called the meeting to order at 12:30 p.m. in accordance with the Wisconsin Open Meeting Law.

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

It is anticipated that the committee may meet in closed session pursuant to Wisconsin Statutes, Section 19.85 (1) (c), Considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility. A roll call vote will be taken to go into closed session.

- a. **Approve closed session minutes of December 15, 2021**
- b. **Performance evaluation of Zoning Director**

Motion by Jack Sorensen, second by Bob Almekinder to go into closed session. Aye: Unanimous.

A roll call vote will be taken to return to open session.

Motion by Jack Sorensen, second by Bob Almekinder to return to open session. Aye: Unanimous.

Recess at 12:36 p.m.

Return from recess at 1:00 p.m.

Planning and Development

Announcement of any action taken in closed session.

- a. Motion by Jack Sorensen, second by Bob Almekinder to approve both closed session meeting minutes of December 15, 2021. Aye: Unanimous
- b. Did not discuss.

Public comments. None

Approve meeting minutes of December 15, 2021. Motion by Ted Cushing, second by Jack Sorensen to approve the meeting minutes of December 15, 2021. With all members present voting “aye”, the motion carried.

Preliminary six (6) lot Breezy Pines, a County Plat, Whiskey River Land & Timber LLC, owner, Secluded Land Co., developer and Raymond Surveying, Greg Raymond, surveyor for following vacant property further described as being; The SE SE, Section 30, T36N, R6E, PIN NO 468, Town of Nokomis. Scott Ridderbusch read the report to the committee. The town of Nokomis approved the preliminary plat.

If the Committee finds the subdivision requirements have been met, and recommends approval of this plat, staff would suggest the following conditions of approval prior to recording the final Plat of Breezy Pines:

- 1) Addressing and 911 information must be approved by Oneida County Land Information Department and/or Town of Nokomis for a structure that requires a site address.
- 2) WDNR Managed Forest Land (MFL) withdrawal documentation be submitted to the Department prior to the recording of the plat.
- 3) Final plat to note: “No filling of wetlands unless proper permits are obtained.”
- 4) Proper certificates/signatures be obtained prior to recording of final plat.

Motion by Jack Sorensen, second by Bob Almekinder to approve the preliminary plat of Breezy Pines with the conditions presented. With all members present voting “aye”, the motion carried.

Preliminary County Plat of Little Rice Woods, a nine (9) lot platted division of lands currently owned by Whiskey River Land and Timber, LLC, submitted by Secluded Land Co., developer, and Raymond Surveying, LLC, Greg Raymond, surveyor for the following vacant property further described as being: The SE NE, Section 25, T36N, R5E, PIN LR 385, Town of Little Rice. Scott Ridderbusch read the report to the committee. The town of Little Rice approved the preliminary plat.

If the Committee finds the subdivision requirements have been met, and recommends approval of this plat, staff would suggest the following conditions of approval prior to recording the final Plat of Little Rice Woods:

- 1) Addressing and 911 information must be approved by Oneida County Land Information Department and/or Town of Little Rice
- 2) WDNR Managed Forest Land (MFL) withdrawal documentation be submitted to the Department prior to the recording of the plat.
- 3) Proper driveway access approvals per the Oneida County Highway Department.

Planning and Development

- 4) Proper certificates/signatures be obtained prior to recording of final plat.

Motion by Jack Sorensen, second by Bob Almekinder to approve the preliminary plat of Little Rice Woods with the conditions presented. With all members present voting “aye”, the motion carried.

Discussion/decision regarding implementation of the \$5 special charge for property owners that have a Private Onsite Wastewater Treatment System (POWTS). Staff will be providing an update. The committee will also be reviewing Chapter 3 of the Oneida County General Code concerning section 3.12 Financial Policies and Procedures. Informational/discussion only, no action taken.

Discussion/decision concerning Chapter 25 of the Oneida County General Code. The committee will be discussing updated forfeitures that relate to the Planning and Zoning Department. The committee directed Mr. Jennrich to work with staff to establish appropriate citation amounts and bring back to committee. No action taken.

Discussion/decision concerning section 9.58, Tourist Rooming House. The committee will be discussing all aspects of the ordinance and may be making amendments. The committee discussed aspects of an annual renewal/review. The committee believes that it would be beneficial and directed staff to move forward with creation of an annual renewal/review requirement. The committee requested Counsel to advise if the annual renewal/review could be retroactive to include ARP’s already issued and to research if limiting the number of people and cars on a property is allowable. Discussion only, no action taken.

Discussion/decision concerning town review of tourist rooming house (TRH) applications. The committee will be discussing whether a town is required to review TRH applications. The committee agrees with letting each town choose if they would like to review TRH applications or not. No action taken.

Recess at 1:56 p.m.

Return from recess at 2:00 p.m.

CONDUCT PUBLIC HEARING ON THE FOLLOWING:

Conditional Use Permit application by Steve Woller, owner, to convert the existing storage building into a shop to build/manufacture wood furniture on the following described property: Lot 4, CSM 159, and part of the SE SW, Section 2, T38N, R7E, PIN LT 25-21, 7765 River Road, Town of Lake Tomahawk. Mr. Jennrich read the Notice of Public Hearing into the record. The notice was published in the Northwoods River News on December 21 and 28, 2021. The proof of publication is contained in the file. It was posted on the Courthouse bulletin board on December 16, 2021. There is correspondence in the file from:
Town of Lake Tomahawk: approved CUP application.

Scott Ridderbusch read the report to the committee.

If the applicant has met or agrees to meet to all the requirements and condition of permit issuance, staff would suggest the following conditions be placed on the CUP:

Planning and Development

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. Signage to comply with 9.78 Sign Regulations of the Oneida County Zoning and Shoreland Protection Ordinance.
3. Exterior lighting must be downcast and shielded from above.
4. Dumpster if used must be screened from view.
5. Parking to comply with 9.77 Off-Street Parking & Loading Space of the Oneida County Zoning and Shoreland Protection Ordinance.
6. Sawdust control measures be in place to prevent air pollution.

Chair Holewinski opened the public portion of the public hearing.

Nobody spoke for or against.

Chair Holewinski closed the public portion of the public hearing.

Motion by Jack Sorensen, second by Bob Almekinder to approve the CUP application by Steve Woller with the 6 conditions presented. With all members present voting “aye”, the motion carried.

Conditional Use Permit application by Keith Troutman, acting owner of BBP, LLC, to operate a recreational event venue for outdoor events and activities such as ATV bog races, event camping, vendors, music, food and beverage items, on the following described property: Part of the NW NE, Section 22, T36N, R6E, PIN NO 328-1, 2777 Olson Road, Town of Nokomis. Mr.

Jennrich read the Notice of Public Hearing into the record. The notice was published in the Northwoods River News on December 21 and 28, 2021. A copy of the proof of publication is contained in the file. It was posted on the Courthouse bulletin board on December 16, 2021. There is correspondence in the file from:

Town of Nokomis: approved CUP application.

Email from Eddy and Wendy Smith.

Scott Ridderbusch read the report to the committee.

If the applicant has met or agrees to meet to all the requirements and condition of permit issuance, 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. Subject to the requirements of large assembly permits as needed pursuant to Chapter 12.04 Licenses and Permits of the Oneida County Code.
3. Subject to ATCP 79.26 Special Event Campgrounds requirements.
4. Subject to Oneida County Department of Health review/approval as required prior to opening.
5. Parking to comply with 9.77 Oneida County Zoning & Shoreland Protection Ordinance.
6. Signage to comply with 9.78 Sign Regulations Oneida County Zoning & Shoreland Protection Ordinance and proper permits to be obtained prior to placement.
7. Dumpster(s) to be maintained in designated area. Waste material to be recycled as required, after each event.
8. If exterior lighting is installed, it must be downcast and shielded from above.

Planning and Development

9. Subject to maintenance of portable toilets as required.
10. Proper permits to be obtained prior to any future construction projects (Town/County/State)
11. Subject to lot lines being identified and buffers or fencing being established along private properties.
12. Live music to be no later than 11:00 pm.

Chair Holewinski opened the public portion of the public hearing.

Eddy Smith spoke.

Chair Holewinski closed the public portion of the public hearing.

The committee discussed changes to conditions. #1-10 to remain as presented, revised/additional conditions are as follows:

11. Property owner to have a survey of the west lot line.
12. Subject to an 8' solid fence similar to what is constructed as of today, along the west property line, also SW corner angle to trees to prevent people from going around.
13. Live music to go no later than 12 a.m.
14. Applicant is to make every effort to keep people off the neighboring properties.

Motion by Bob Almekinder, second by Jack Sorensen to approve the CUP application by Keith Troutman with 14 conditions discussed. With all members present voting "aye", the motion carried.

Discussion/decision concerning refund request for after-the-fact fees for zoning permit on property described as part SE SE, Section 4, T36N, R9E, PIN PE 53, Town of Pelican. No action taken.

Discussion/decision concerning out of county travel for staff to NEWCCA meeting in Antigo, WI on January 7, 2022. Motion by Ted Cushing, second by Jack Sorensen to approve travel out of county for up to 4 Planning and Zoning staff for January 7th NEWCCA meeting in Antigo. With all members present voting "aye", the motion carried.

Discussion/decision concerning out of county travel for staff to DSPS Winter Training for County POWTS Staff in Stevens Point, WI on January 26 and 27, 2022. Motion by Mike Timmons, second by Ted Cushing to approve travel out of county for up to 6 Planning and Zoning staff to attend DSPS training in Stevens Point on January 26 and 27. With all members present voting "aye", the motion carried.

Refunds. There are two requests. Motion by Scott Holewinski, second by Jack Sorensen to approve the refunds as requested. With all members present voting "aye", the motion carried.

Purchase orders, line item transfers, and bills. Motion by Jack Sorensen, second by Bob Almekinder to approve the bills as submitted. With all members present voting "aye", the motion carried.

Approve future meeting dates. January 19, February 2 and 16, 2022

Planning and Development

Public comments. None.

Future agenda items. As discussed.

Adjourn.

3:00 p.m. There being no further matters to lawfully come before the committee, Chair Holewinski adjourned the meeting.

Chair, Scott Holewinski

Planning & Zoning Director, Karl Jennrich

DRAFT