

**ONEIDA COUNTY PLANNING and DEVELOPMENT COMMITTEE**  
**January 11, 2023**  
**COUNTY BOARD ROOM – 2<sup>ND</sup> FLOOR**  
**ONEIDA COUNTY COURTHOUSE**  
**RHINELANDER, WI 54501**

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Members present: Scott Holewinski, Bob Almekinder, Mike Timmons

Members absent: Tom Ryden and Mike Roach

Department staff present: Karl Jennrich, Director; Denise Hoppe, Office Manager; Monique Taylor, Administrative Support

Other county staff present: Michael Fugle, Corporation Counsel; Chad Lynch, Assistant Corporation Counsel

Guests present: See sign in sheet.

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**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 Chair Holewinski, second by Mike Timmons to approve the 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)(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. Kirk Bangstad/Minocqua Brewing Company – MI 3240; MI 3239.
- b. Approve closed session minutes of December 14, 2022.
- c. Approve closed session minutes of December 28, 2022.

Motion by Bob Almekinder, second by Mike Timmons to go into closed session. Aye: Unanimous.

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

Motion by Bob Almekinder, second by Mike Timmons to return to open session. Aye: Unanimous.

Recess at 12:53 p.m.

Return from recess at 1:00 p.m.

**Announcement of any action taken in closed session.**

- a. Motion by Mike Timmons, second by Bob Almekinder asking our insurance company for Corporation Counsel to be assigned relative to the Minocqua Brewing Company CUP Application. Aye: Unanimous.
- b. Motion by Mike Timmons, second by Bob Almekinder to approve closed session minutes of December 14, 2022. Aye: Unanimous.

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- c. Motion by Mike Timmons, second by Bob Almekinder to approve closed session minutes of December 28, 2022. Aye: Unanimous.

**Public comments.** None.

**Approve meeting minutes of December 28, 2022.** Motion by Bob Almekinder, second by Mike Timmons to approve the meeting minutes of December 28, 2022. With all members present voting “aye”, the motion carried.

**Discussion/decision concerning ordinance amendment for Chapter 9, Article 9 and Article 10 of the Oneida County Zoning and Shoreland Protection Ordinance. The committee will be discussing all aspects of Article 9, Shoreland Protection Provisions and Article 10, Definitions.** Mr. Jennrich spoke on the newest changes made to the ordinance since the meeting of December 28, 2022 based on comments made by Dan Butkus. Mr. Lynch spoke on behalf of Corporation Counsel to provide an opinion on the matter as well. Motion by Bob Almekinder, second by Chair Holewinski to move to Public Hearing. With all members present voting “aye”, the motion carried.

**Discussion/decision concerning the 9.32 zoning permit requirement. The committee will be reviewing the Oneida County General Permit Application and all associated forms, including the Shoreland Alteration Permit Impervious Surface Area and Mitigation.** Mr. Jennrich spoke on the changes made since the meeting of December 28, 2022. Ms. Hoppe further explained the intent for the improvements. Motion by Chair Holewinski, second by Bob Almekinder to approve the back page of the project list on the General Zoning Permit Application. With all members present voting “aye”, the motion carried.

**Discussion/decision concerning the Oneida County Planning and Zoning Fee Schedule. The committee will be discussing the Fee Schedule and forwarding a resolution to the Oneida County Board of Supervisors.** Mr. Jennrich spoke on the changes made to the fee schedule as well as the corresponding resolution. The requested effective date for the fee schedule was March 1, 2023, as stated in the resolution. Motion by Mike Timmons, second by Bob Almekinder to forward resolution to County Board. With all members present voting “aye”, the motion carried.

**Discussion/Decision concerning entering into a contract with Ttech Permit Management to address issues regarding E911 upgrades and coding for Private Onsite Wastewater Treatment Systems (POWTS) related to the POWTS special charge.** Ms. Hoppe explained the request for Ttech Permit Management to consolidate information into the Ascent Permit Management program currently being used to avoid maintenance fees on the tax bills and avoid address discrepancies in the databases. Motion by Chair Holewinski, second by Bob Almekinder to approve contract with Ttech Permit Management pending approval of the administration committee for funding and review of the contract by Corporation Counsel. With all members present voting “aye”, the motion carried.

**Discussion/decision concerning the Oneida County Planning and Zoning Mobile Tower Siting & Collocation Permit Application.** Karl spoke on the changes made and the process of the application as well as the process of projects of this nature. Motion by Mike Timmons, second by Bob Almekinder to change page 3 of 3 on the Oneida County Planning and Zoning Mobile Tower Siting & Collocation Permit Application. With all members present voting “aye”, the motion, carried.

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**Discussion/decision regarding the Zoning Director participating on a Wisconsin County Code Administrators (WCCA) Short-Term Rental Committee.** Mr. Jennrich explained the request from the Wisconsin County Code Administrators (WCCA) Short-Term Rental Committee to Mr. Jennrich to participate on the committee. Mr. Jennrich read the talking points regarding the direction as a committee member with the Wisconsin County Code Administrators Short-Term Rental Committee. Discussions continued after the public hearing and a motion was made. Motion by Chair Holewinski, second by Mike Timmons to instruct the Zoning Director to participate on the Wisconsin County Code Administrators Short-Term Rental Committee and committee to send Zoning Director with ideas to report back.

### **CONDUCT PUBLIC HEARING ON THE FOLLOWING:**

**Zoning Permit #2101196 authored by the Planning and Development Committee to consider amending, suspending, or zoning permit #2101196 on property described as part NE NW, Section 4, T37N, R8E, PIN NE-24, Town of Newbold.** Mr. Jennrich read the Notice of Public Hearing into the record. The notice was published in the Northwoods River News on December 27, 2022 and January 3, 2023. The proof of publication is contained in the file. The department issued a permit to construct a freestanding mobile tower to comply under 9.54 (g)(2). It was posted on the Courthouse bulletin board on December 22, 2022. Mr. Jennrich also read a memo to the committee dated January 5, 2023 into the record:

*“On November 16, 2022, the department sent a letter to the owners as well as the applicants because it had come to the department’s attention that the financial assurance had been cancelled. For your reference, a copy of the November 16, 2022 letter is enclosed herein. Due to the fact that the financial assurance was cancelled, the department felt obligated to proceed forward with having permit #2101196 revoked. I have had conversations with Joan Mertz, the owner of the property, and she has been informed that Harmony Towers, LLC will not be building the tower and has ceased lease payments to her. Furthermore, Harmony Towers, LLC also informed the department that they will no longer be constructing the tower. As such, I am respectfully requesting the committee to revoke permit #2101196 due to the failure to comply with the provisions of 9.54.”*

Chair Holewinski opened the public portion of the public hearing.

No public comments.

Chair Holewinski closed the public portion of the public hearing.

Motion by Mike Timmons, second by Bob Almekinder to revoke permit #2101196 due to failure to comply with the provisions of 9.54. With all members present voting “aye”, the motion carried.

**Discussion/decision concerning multifamily development in the zoned towns of Oneida County. The committee will be discussing all aspects of Chapter 9 of the Oneida County Zoning and Shoreland Protection Ordinance.** Mr. Jennrich informed committee of his presentation in Minocqua for zoning ordinances regarding multifamily developments and the chart created to reflect many aspects on the matter. Committee wants Zoning Director to adjust the numbers within the chart. Tabled. No action taken.

**Discussion/decision concerning the purchase of a front counter for the Minocqua Zoning Branch Office.** Karl spoke on the need for, design ideas, and costs associated with a front counter in the Minocqua Branch Zoning office. Motion by Chair Holewinski, second by Mike Timmons for

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the Zoning Director to pursue funding for the front counter at the Minocqua Zoning Branch office through the administration committee. With all members present voting “aye”, the motion carried.

**Refunds.** None.

**Purchase orders, line item transfers, and bills.** Discussion only. No motion made.

**Approve future meeting dates.** January 26, 2023 and February 8, 2023

**Public comments.** None.

**Future agenda items.** As discussed.

**Adjourn.**

2:30 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