

**ONEIDA COUNTY PLANNING and DEVELOPMENT COMMITTEE**  
**NOVEMBER 2, 2022**  
**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, Tom Ryden

Members absent: Mike Roach

Department staff present: Karl Jennrich, Director; Todd Troskey, Assistant Director; Scott Ridderbusch, Land Use Specialist; Carla Blankenship, Land Use Specialist; Deanna Tushoski, Administrative Support

Other county staff present: None

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 Tom Ryden, 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, §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. Junkyard complaint, Town of Crescent
- b. Approve closed session minutes of October 5, 2022

Motion by Bob Almekinder, second by Tom Ryden to go into closed session. Aye: Unanimous.

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

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

Recess at 12:44 p.m.

Return from recess at 1:00 p.m.

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

- a. Discussion only, no action taken.

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- b. Motion by Mike Timmons, second by Bob Almekinder to approve the closed session minutes of October 5, 2022. Aye: Unanimous.**

**Public comments.** None

**Approve meeting minutes of October 19, 2022.** Motion by Mike Timmons, second by Tom Ryden to approve the meeting minutes of October 19, 2022. With all members present voting “aye”, the motion carried.

**Conditional Use Permit application by Mark Riggsby, agent and acting owner of Shorewood Venture LLC proposes to construct a building for sales and rental of marine and power-sports equipment on the following described property: Part of Government Lot 6, Section 9, T38N, R11E, PIN TL 478-1A, 1010 Highway 32, Town of Three Lakes. The committee held a public hearing on the conditional use permit on October 19, 2022 and the item was tabled.** Mr. Jennrich gave a summary of the public hearing that was previously held and read email correspondence since.

**Motion by Scott Holewinski, second by Mike Timmons to postpone decision until a wetland delineation is done confirming whether or not there is wetland on the property and if stormwater management is approved to drain to the specified area, confirmation from the WI DOT that both driveways are approved, and confirmation from the Town of Three Lakes if parking will be allowed in the municipal lot across the road. 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 went over the comments received from the WI DNR. The committee discussed the DNR comments and provided direction to staff on any changes to be made to the current draft. Discussion only, no action taken.

**CONDUCT PUBLIC HEARING ON THE FOLLOWING:**

**Conditional Use Permit application by Christine Smith, applicant/owner, to convert the parking lot of the existing microbrewery to outdoor seating, with live music and independent food vendors on the following described property; Village of Woodruff, Lot 6, Block 2, Section 2, T39N, R6E, PIN WR 470, 1101 1st Avenue, Town of Woodruff.** Mr. Jennrich read the Notice of Public Hearing into the record. The notice was published in the Northwoods River News on October 18 and 25, 2022. The proof of publication is contained in the file. It was posted on the Courthouse bulletin board on October 14, 2022. The Town approved of the CUP application and waived all parking requirements. Carla Blankenship read the report to the committee.

If the applicant has met or agrees to meet to all the requirements and conditions of this Conditional Use permit, 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.

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2. License for operation of the food service must be approved by the Oneida County Health Department as necessary.
3. Signage to comply with 9.78 Sign Regulations of the Oneida County Zoning and Shoreland Protection Ordinance.
4. Parking to comply with 9.77 Off-Street Parking & Loading Space of the Oneida County Zoning and Shoreland Protection Ordinance.
5. Proper permits be obtained prior to construction of fence as required (Town/County/State).
6. If exterior lighting is installed, it must be downcast and shielded from above.

The committee would like Town of Woodruff approval also added to condition #2.

Chair Holewinski opened the public portion of the public hearing.

Christine Smith spoke in favor of the CUP.

Tyler Smith spoke in favor of the CUP.

Chair Holewinski closed the public portion of the public hearing.

Motion by Mike Timmons, second by Bob Almekinder to approve the CUP application with the 6 conditions presented and waive the after-the-fact fees. With all members present voting “aye”, the motion carried.

**Discussion/decision concerning Section 9.43, Home Occupations, of the Oneida County Zoning and Shoreland Protection Ordinance. The committee will be discussing all aspects of Home Occupations.** Mr. Jennrich read the home occupation standards. Gage Myers spoke. The committee directed staff to remove the square footage requirement; home occupations should be allowed if everything is contained and nobody can tell from the outside of the building, continue to limit traffic, employees, noise, etc. Discussion only, no action taken.

Tom Ryden left at 2:30 p.m.

**Discussion/decision concerning Section 9.99, Non-conforming Uses and Structures. Staff will be discussing, with the committee, requests to remove a portion of a building to allow lateral expansion of non-conforming structures within the setback pursuant to Section 9.9 (C).** Mr. Jennrich provided background information. The committee provided staff direction. Discussion only, no action taken.

**Discussion/decision concerning Zoning Permit fees. The committee will be discussing all aspects of the fee schedule.** The committee is in favor of having one set fee per sq. ft. of residential and one set fee per sq. ft. of commercial to simplify things. Discussion only, no action taken.

**Discussion/decision concerning Section 9.36, Administrative Review Permits; Section 9.40, Conditional Uses; Section 9.41, Application for CUP; Section 9.42, CUP Application Review Process; Section 9.43, Home Occupations; and Section 9.20, Zoning Districts. The committee will be discussing all aspects of permitted, administrative and conditional uses.** Did not discuss.

**Discussion/decision concerning Chapter 9, Section 9.58, Tourist Rooming House. The committee will be reviewing the current ordinance and proposed revisions.** Staff provided the

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committee with a comparison of other county's fees, the committee is fine with a \$150 renewal fee. Informational only, no action taken.

**Resolution for Ordinance Amendment #7-2022 authored by the Planning and Development Committee to amend Chapter 9, Article 5, Section 9.58, Tourist Rooming House, of the Oneida County Zoning and Shoreland Protection Ordinance.** Motion by Bob Almekinder, second by Mike Timmons to approve the resolution for ordinance amendment #7-2022 and forward onto County Board. With all members present voting "aye", the motion carried.

**Resolution for the Planning and Zoning Fee Schedule (Tourist Rooming House Administrative Review Permit Annual Renewal). The committee will be reviewing the resolution to forward to the Oneida County Board of Supervisors.** Motion by Mike Timmons, second by Bob Almekinder to approve the resolution for the fee schedule and forward onto County Board. With all members present voting "aye", the motion carried.

**Refunds.** There is one request. Motion by Bob Almekinder, second by Mike Timmons to approve the refund as requested. With all members present voting "aye", the motion carried.

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

**Approve future meeting dates.** November 16 and 30

**Public comments.** None

**Future agenda items.** As discussed.

**Adjourn.**

**3:02 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