

**ONEIDA COUNTY PLANNING and DEVELOPMENT COMMITTEE**  
**August 23, 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, Tommy Ryden, Mike Roach

Members absent: None.

Department staff present: Karl Jennrich, Director; Carla Blankenship, Land Use Specialist; Denise Hoppe, Office Manager; Monique Taylor, Administrative Support

Other county staff present: Linnaea Newman

Guests present: None.

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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 Mike Timmons, second by Bob Almekinder 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. Approve closed session minutes of July 26 and August 2, 2023.
- b. Retaining wall closer than 75 feet to the ordinary high water mark (OHWM) in the Town of Three Lakes.
- c. Legal strategies regarding Tourist Rooming House enforcement.

Motion by Mike Timmons, 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 Mike Roach, second by Tommy Ryden to return to open session. Aye: Unanimous.

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

- a. Approve closed session minutes of July 26 and August 2, 2023. Motion by Mike Timmons, second by Mike Roach to approve meeting minutes of July 26, 2023. With all members present voting “aye”, the motion carried.

## Planning and Development

- b. Retaining wall closer than 75 feet to the ordinary high water mark (OHWM) in the Town of Three Lakes. Discussion only, no action taken.
- c. Legal strategies regarding Tourist Rooming House enforcement. Discussion only, no action taken.

### CONDUCT PUBLIC HEARING ON THE FOLLOWING:

**Conditional Use Permit application by Sean M. Cleary, applicant, Cleary Real Estate LLC, owner, to operate a commercial storage rental facility that includes the construction of two (2) new storage buildings containing a total of 18 units adjacent to a property zoned Single Family on the following described property: Lot 1, CSM 3648, being part of NW ¼, SE ¼, and a fraction of NE ¼, Section 2, T39N, R6E, PIN WR 17-7, 606 1st Avenue, Town of Woodruff.** Mr. Jennrich read the details of the file into the record. The Notice of Public Hearing was posted in the Northwoods River News on August 8 and 15, 2023 and a Proof of Publication is contained in the file. The Notice of Public Hearing was also posted on the Oneida County Courthouse Bulletin Board on August 3, 2023. An Affidavit of Mailing and a mailing list are contained in the file as well. Mr. Jennrich read the Town letter into the record and stated that the department also received comments from the Wisconsin Department of Transportation. Ms. Blankenship read the report and further details of the matter into the record.

If the applicant has met or agrees to meet all of the requirements and conditions 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. Signage to comply with 9.78 Sign Regulations of the Oneida County Zoning and Shoreland Protection Ordinance.
3. Zoning permits applied for and approved prior to construction of any storage units. State approved plans and permits if required.
4. No outdoor storage or displays allowed.
5. Subject to Stormwater Management/Erosion Control practices being in place for on property drainage.
6. Parking to comply with 9.77 Off-Street Parking & Loading Space of the Oneida County Zoning and Shoreland Protection Ordinance.
7. ~~Lighting if installed shall be downcast and shielded from above.~~
8. Dumpster(s) if used, must be screened from view, applicant to recycle waste materials as required.
9. If exterior lighting is installed, it must be downcast and shielded from above.
10. Lease/rental agreement to prohibit storage of hazardous and/or explosive materials.

Chair Holewinski opened the public portion of the public hearing.

Justin Rubitsky spoke.

Chair Holewinski closed the public portion of the public hearing.

Committee conferred with Ms. Blankenship and Mr. Rubitsky.

**Motion by Mike Timmons, second by Mike Roach to approve the Conditional Use Permit as presented, with the removal of condition #7 and subject to the other nine (9) remaining conditions being met. With all members being present and voting “aye”, the motion carried.**

Planning and Development

**Public comments.** None.

**Approve meeting minutes of June 28, July 26, and August 2, 2023.** Meeting minutes of June 28 and July 26, 2023 were presented to committee for their review and approval. Motion by Tommy Ryden, second by Bob Almekinder to approve meeting minutes of June 28 and July 26, 2023. With all members present voting “aye”, the motion carried.

**Discussion/decision concerning retaining wall for property located at 2045 Sunset Drive, further described as Lot 18 of Cozy Point Plat, Section 35, T36N, R6E, PIN NO 1153, Town of Nokomis, as presented by adjoining property owner at 2039 Sunset Drive.** Mr. Jennrich requested for the matter to be postponed and presented at a future meeting date. Motion by Mike Timmons, second by Mike Roach to postpone the matter to a future meeting date.

**Discussion/decision concerning Tourist Rooming House enforcement pursuant to Section 9.58 of the Oneida County Zoning and Shoreland Protection Ordinance.** Not discussed.

**Discussion/decision concerning 2024 Planning and Zoning Budget.** Mr. Jennrich and Ms. Hoppe conferred with the committee concerning the details of the proposed and anticipated 2024 Planning and Zoning Budget. Motion by Mike Roach, second by Mike Timmons to approve the 2024 Planning and Zoning Budget and forward to Administration Committee. With all members present voting “aye”, the motion carried.

**Refunds.** None.

**Approve future meeting dates.** September 6 and 20, 2023

**Future agenda items.** As discussed.

**Adjourn.**

1:42 p.m. There being no further matters to lawfully come before the committee, Chair Holewinski adjourned the meeting.

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Scott Holewinski, Chair

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Karl Jennrich, Planning & Zoning Director