

**ONEIDA COUNTY PLANNING and DEVELOPMENT COMMITTEE  
SEPTEMBER 30, 2020  
CONFERENCE ROOM – 3<sup>RD</sup> FLOOR  
MINOCQUA CENTER  
415 MENOMINEE ST., MINOCQUA, WI 54548**

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

Members absent: None

Department staff present: Karl Jennrich, Zoning Director; Pete Wegner, Assistant Zoning Director; Scott Ridderbusch, Land Use Specialist; and Julie Petraitis, Program Assistant

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 1:00 p.m. in accordance with the Wisconsin Open Meeting Law.**

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

Conduct an on-site inspection of property located at 8563 and 8555 Highway 51 further described as part of Government Lot 6, Section 11, T39N, R6E, PIN MI 2179-32 and MI 2179-33, Town of Minocqua, Oneida County, Wisconsin.

1:00 P.M. The committee met at the site and

1:30 p.m. Chair Holewinski re-convened the meeting at the Minocqua Center Conference Room. The committee introduced themselves, as did the Zoning Staff and public in attendance.

Conditional Use Permit 337-19 application by Bayview Motel, LLC, owner and GPS, Inc., Glenn Schiffman, President, James Rein Agent to construct a 9-unit hotel on the following described properties: Part of Government Lot 6, Section 11, T39N, R6E, PIN MI 2179-32 and MI 2179-33.

Mr. Jennrich gave a brief history of this item.

Mr. Jennrich read a letter from the Town of Minocqua, dated 9/22/20, from the 9/1/20 Town meeting into the record.

The committee talked about parking with the President/Applicant and Town of Minocqua.

Mark Hartzheim, Minocqua Town Chair, talked about the issues of access to the property from the Highway.

Mike Meyer spoke regarding parking and the retaining walls on the property.

Kirk Booher, a neighbor, spoke in opposition of the CUP via ZOOM.

**Motion by Bob Almekinder, second by Mike Timmons to deny the CUP Application based on safety concerns brought up by the Town of Minocqua.**

**Discussion. Mike Timmons asked if there was input from the Department of Transportation and asked about snow removal.**

**On roll call vote: Ted Cushing, “aye”; Scott Holewinski, “nay”; Mike Timmons, “aye”; Bob Almekinder, “aye”; and Jack Sorensen, “aye”. The motion carried; the CUP is denied.**

Preliminary seven (7) lot Plat map of lands owned by Pelican Lands, LLC, and submitted by Rusch Engineering & Surveying, Timothy Rusch, surveyor for the following property further described as: Lot 3, SCM 4503, being part of Government Lot 3, Section 22, T36N, R01E, PIN EN 722-3, Town of Enterprise, Oneida County, Wisconsin.

Scott Ridderbusch, Land Use Specialist, stated that this consists of four waterfront lots and three off-water lots. On September 10, 2020, the Town of Enterprise sent an email stating that the Town Board made a motion to accept the subdivision as presented with no objections.

If the committee finds the subdivision requirements have been met and recommends approval of the plat, staff would suggest the following conditions:

1. Addressing and 911 information must be approved by Oneida County Land Information Department and/or Town of Enterprise for placement of a structure that requires a site address.
2. Subject to Oneida County Highway Department access approvals.
3. Subject to proper signatures for final recording.
4. No filling of wetlands unless proper permits are obtained as indicated on the plat.

**Motion by Scott Holewinski, second by Jack Sorensen to approve the seven (7) lot Plat of Pelican Lands with the conditions suggested by staff and waive the public landing access. With all members present voting “aye”, the motion carried.**

Reconfiguration of nonconforming existing parcels being: Lots 10, 11, 12,13 of the White Bro’s Plat, being part of Government Lot 2, Section 26, T36N, R6E, PIN NO 563, NO 564, NO 565, and NO 566, Town of Nokomis. The committee will be looking at 1.31 (2), Modifications of the Oneida County Subdivision Ordinance.

Mr. Jennrich stated that this is a lot line adjustment reconfiguration of non-conforming existing parcels. Lot #12 is going to be split between Lots 11 and 13. Lot 11 will end up with three buildings, two are dwellings. The reason this is in front of the committee is that there is not enough density on lot 11 for two dwellings.

**Motion by Scott Holewinski, second by Ted Cushing to approve the Reconfiguration of the White Bro’s Plat as presented with the exemption of Section 15.31 (2). With all members present voting “aye”, the motion carried.**

Discussion/decision for a refund request for After-the-Fact fees paid for a Tourist Rooming House Administrative Review Permit for PL 991 located at 3962 Moen Lake Road further described as 1<sup>st</sup> Add to Lake View Plat Lot 7, Section 36, T37N, R9E, Town of Pine Lake, Oneida County, Wisconsin.

Mr. Jennrich stated this was permit was applied for on July 27, 2020. The permit was issued on September 18, 2020. The owner was renting prior to a permit being approved. He was charged the after-the-fact fees. The owner feels he should receive a refund because the Oneida County Health Department issued him a license, inadvertently, prior to him renting.

**Motion by Jack Sorensen, second by Mike Timmons to deny the refund request. With all members present voting “aye”, the motion carried.**

Discussion/decision related to a Special Assessment for owners of Private Onsite Wastewater Treatment Systems (POWTS). Staff will be providing an update.

Mr. Jennrich updated his survey from other Counties. The committee voted to request staff to charge a \$5 annual fee as a special assessment.

**Motion by Ted Cushing, second by Jack Sorensen to move forward with a special assessment for the POWTS maintenance program. With all members present voting “aye”, the motion carried.**

Chapter 15, The Oneida County Subdivision Ordinance. The committee will be reviewing requiring a POWTS to be evaluated as part of Minor Subdivisions, County, Town, or State Plats.

Mr. Jennrich stated that this is a part of the process of reviewing a County Plat, State Plat, or Minor Subdivisions would require an existing Private Onsite Wastewater Treatment System inspection, including a soil boring.

**Motion by Scott Holewinski, second by Jack Sorensen to move forward with ordinance change. With all members present voting “aye”, the motion carried.**

Discussion/decision concerning Section 9.58, Tourist Rooming House (#4-2019). The committee will be having general discussions of the entire ordinance and providing staff with direction on all aspects of administration n and enforcement of Section 9.58.

Mr. Jennrich stated that at the last meeting the committee instructed him to come back with some type of language to amend Section 9.58.

Bob Thome spoke regarding this matter.

**No action taken.**

Refunds. There are four refund requests. **Motion by Ted Cushing, second by Bob Almekinder to approve the refunds as submitted. With all members present voting “aye”, the motion carried.**

Mr. Jennrich stated there is another refund request for a withdrawn boathouse permit. Staff has time into the permit review. Staff is suggesting refunding \$250.00.

**Motion by Scott Holewinski, second by Ted Cushing to refund \$250.00. With all members present voting “aye”, the motion carried.**

Purchase orders, line item transfers, and bills. There is one-line item transfer. **Motion by Ted Cushing, second by Mike Timmons to approve the line item transfer as submitted. With all members present voting “aye”, the motion carried.**

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

Approve future meeting dates. **October 21, November 4 and November 18, 2020.**

Public comments. **None.**

Future agenda items. **As discussed.**

Adjourn.

**3:30 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