

ADAMS COUNTY  
PLANNING & ZONING COMMITTEE  
MEETING MINUTES: JULY 3, 2013

Chairman Joe Stuchlak called the Adams County Planning & Zoning Committee meeting to order at 1:00 P.M. on Wednesday July 3, 2013 with the following members present: Randy Theisen, Heidi Roekle, Terry James and Al Sebastiani. Glenn Licitar and Barb Morgan were excused. Others present were: Phil McLaughlin, Zoning Administrator and Cathy Allen, Recording Secretary. Pledge of Allegiance. Was this meeting properly announced? Phil McLaughlin stated that it was. Terry James made a motion to approve the agenda as noticed. Heidi Roekle seconded the motion. All in favor. Motion carried.

Public Hearings: Anna Cemomordaja – Rezoning request of a parcel (1.12) acres from a Recreational/Residential District of the Adams County Shoreland Wetland and Habitat Protection Zoning Ordinance to a General Purpose District to allow an auto dealership on property located in the W 1/2 , NW ¼, Section 8, Township 14 North, Range 6 East, Lots 1-2, Block 2, Plat of Plainville at 3716 State Road 13, Town of Dell Prairie, Adams County, Wisconsin. Discussion was held regarding the existing building and the property which is currently zoned B-1 Rural Business under the Comprehensive Zoning Ordinance. Mr. McLaughlin stated that the petitioner will still need to meet buffer and setback requirements of the Shoreland Ordinance. Terry James made a motion to approve the request and forward that recommendation to the County Board for final action. Heidi Roekle seconded the motion. Roll Call Vote: 5 – Yes. Motion carried. Elaine S. Meade/Steven & Deborah Lohrmann – After the Fact rezoning request from an A1-15 Exclusive Agriculture District to an A3 Secondary Agriculture District of the Adams County Comprehensive Zoning Ordinance to allow the properties to become compliant once a survey has been recorded on properties located in the SE ¼, NW ¼, Section 11, Township 14 North, Range 6 East, Town of Dell Prairie, Adams County, Wisconsin. Al Sebastiani made a motion to approve the request and forward that recommendation to the County Board for final action. Heidi Roekle seconded the motion. Roll Call Vote: 5 – Yes. Motion carried. Proposed Revisions to the Adams County Private Onsite Wastewater Treatment Systems Ordinance. The main reason for revision to this ordinance was to extend the servicing and reporting deadlines to October 31 and November 30 respectively, with a few other minor changes. Randy Theisen made a motion to approve the Adams County Private Onsite Wastewater Treatment Systems Ordinance as amended with the date change under Section 4-7.01(B) from March 1 to March 1, to March 2 to March 1 and forward it to the County Board for final action. Terry James seconded the motion. Roll Call Vote: 5 – Yes. Motion carried.

Chairman Stuchlak closed the Public Hearing portion of the meeting and stated that Public Participation would be taken as needed.

Heidi Roekle made a motion to approve the minutes from the June 5, 2013 meeting as presented. Randy Theisen seconded the motion. All in favor. Motion carried.

County Plat review. Review and discussion of a proposed plat submitted by Zenon Kurdziel for properties in the Town of Quincy south of the Timber Shores Subdivision. Mr. McLaughlin stated that the Committee would be approving the division of property only and that the Comprehensive Zoning was the Town of Quincy's jurisdiction. Terry James made a motion to approve the Plat as presented. Randy Theisen seconded the motion. All in favor. Motion carried. County Surveyor Greg Rhinehart objected because what was presented does not meet the requirements of a Preliminary Plat as required by the Land Division Ordinance, such as preparation and soil tests. Discussion followed. Terry James made a motion to rescind his previous motion and approval of a Preliminary Plat. Randy Theisen seconded the motion. All in favor. Motion carried. Terry James advised Mr. Kurdziel to go forward with his plans and submit Preliminary and Final Plats at a future date for Committee review.

Greg Rhinehart presented the surveyor's report for the month of June to the Committee for review. Terry James noted that the 2103 Government Corner Maintenance Project should read 2013 and made a motion to approve the Surveyor's report. Heidi Roekle seconded the motion. All in favor. Motion carried.

Jodi Helgeson stated that she has hired Amy Weissinger to fill the Deputy Register of Deeds vacancy, and she is doing well. Adams County will be receiving \$9002.00 from the Land Information grant which will be used for the County Surveyor's files to be available online. Ms. Helgeson was informed that the Maintenance/Management document for sanitary permits will no longer need to be recorded with the Register of Deeds office, as septic tank maintenance is now

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required for all properties by the State of Wisconsin. Heidi Roekle made a motion to approve the Register of Deeds and Land Information reports as submitted. Al Sebastiani seconded the motion. All in favor. Motion carried.

Planning & Zoning Updates: Mr. McLaughlin informed the Committee that he, along with several other Department Heads will be preparing a letter to GCS with regards to unsatisfactory/untimely service. Mr. McLaughlin also presented a graph showing revenues obtained by building and zoning fees and the fact that 33% of total revenues comes from the building inspection program, with a suggestion that if the wage for the open inspector position was raised that it would help pull in more applicants. Mr. McLaughlin informed the Committee that there may be other Departments that can operate with less employees, but Planning & Zoning cannot.

Discussion was held regarding a citizen wishing to construct a straw bale house in Adams County. The Committee was of the consensus that the Department has gone the extra mile to review compliance with State Building requirements.

Phil McLaughlin presented the Financial Report for the month of May, 2013 to the Committee for review. Terry James made a motion to approve the Financial Report as presented. Randy Theisen seconded the motion. All in favor. Motion carried.

Correspondence: None.

Chairman Stuchlak stated there was no need for closed session this month. He also requested that the Septic Tank Maintenance letter be added to next month's agenda.

The next meeting was scheduled for August 7, 2013 at 1:00 P.M.

Terry James made a motion to adjourn. Al Sebastiani seconded the motion. All in favor. Motion carried.

Adjourned: 3:08 P.M.

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Joe Stuchlak, Chair

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Glenn Licitar

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Terry James, Vice-Chair

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Barb Morgan

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Randy Theisen

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Heidi Roekle

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Al Sebastiani

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Cathy Allen, Recording Secretary

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.**