

ADAMS COUNTY  
PLANNING & ZONING COMMITTEE  
MEETING MINUTES: January 7, 2015

Chairman Joe Stuchlak called the Adams County Planning & Zoning Committee meeting to order at 1:00 P.M with the following members present: Larry Babcock, Al Sebastiani, Rocky Gilner, Mark Hamburg and Barb Morgan. Randy Theisen was excused. Others present were: Phil McLaughlin, Zoning Administrator; Cathy Allen, Recording Secretary; Greg Rhinehart, County Surveyor and Richard Matzke. Pledge of Allegiance. Was this meeting properly announced? Phil McLaughlin stated that it was. Roll call. Al Sebastiani made a motion to approve the agenda as noticed. Barb Morgan seconded the motion. All in favor. Motion carried.

Chairman Stuchlak stated that there are no Public Hearings and Public Participation would be taken as needed.

Barb Morgan made a motion to approve the minutes from the December 3, 2014 meeting as presented. Larry Babcock seconded the motion. All in favor. Motion carried.

Greg Rhinehart presented the surveyor's report for the month of December to the Committee for review. Mark Hamburg made a motion to approve the Surveyor's report as presented. Rocky Gilner seconded the motion. All in favor. Motion carried.

Jody Helgeson stated that she did not have anything to report other than she has a new employee to replace Julie Goodhue. Julie Schnolis has previous experience with a Title Company and will be a welcome addition to the office. The next Land Information meeting is in March. Al Sebastiani made a motion to approve the Register of Deeds and Land Information reports. Barb Morgan seconded the motion. All in favor. Motion carried.

Woodland Tree Protection Ordinance: Discussion was held regarding the meeting scheduled for January 13, 2015. The Agenda was distributed. Rocky Gilner stated that he would not be there as Dell Prairie's caucus was the same night.

Excused Committee vacancies: Chairman Stuchlak stated that County Board rules currently state that filling an excused absence is at the discretion of the Committee chair. Mr. Stuchlak feels that the Committee should have a Resolution drawn up to require a full seven member Committee present for the Public Hearings, as the petitioner is paying a lot of money to have their request considered. Discussion was held. The consensus of the Committee was that a list comprised of County Board Supervisors Jack Allen, Heidi Roekle, Florence Johnson and Jerry Kotlowski would be utilized in random order as needed to fill excused vacancies. Barb Morgan made a motion to have Corporation Counsel draw up a Resolution requiring excused vacancies on the seven member Planning & Zoning Committee to be filled from a pre-determined list, comprised of County Board Supervisors with previous knowledge or experience with zoning and the public hearing process, to make sure the Committee meets with a full seven members. Mark Hamburg seconded the motion. All in favor. Motion carried.

Phil McLaughlin distributed copies of the required Planning & Zoning Five Year Plan to the Committee with an apology for not having it completed in time for the Committee to review it before turning it in to the Clerk/Administrative Coordinator. Discussion was held. Mark Hamburg made a motion to accept the Five Year Plan with the addition that there would be revisions to the Nonmetallic Mining Reclamation Ordinance to bring it up to date. Larry Babcock seconded the motion. All in favor. Motion carried.

Planning & Zoning Updates: Mr. McLaughlin stated that there are still almost 600 properties delinquent for Septic Tank Maintenance and the court date for those is scheduled for May. Mr. McLaughlin informed the Committee that a third Buffer Compliance notice is being sent to approximately 5,500 properties, reminding the Committee that the deadline for compliance in July of this year. Barb Morgan asked if the Committee could extend that deadline. Mr. McLaughlin stated that they could. Discussion was held.

Financial Report for November was presented to the Committee for review. Larry Babcock made a motion to approve the Financial Report as presented. Barb Morgan seconded the motion. All in favor. Motion carried.

Correspondence: Discussion was held regarding a letter from the DNR regarding slope improvement to the Cottonville Dam by the Land & Water Conservation Department. It was the consensus of the Committee that a Special Exception Permit would be required, but as a county property, there would not be a hearing fee.

Mark Hamburg asked to revisit the time scheduling of the Planning & Zoning Committee. Discussion was held. Chairman Stuchlak requested to put the item on next month's agenda. The next meeting was scheduled for February 4, 2015 at 1:00 P.M.

Mark Hamburg made a motion to adjourn. Al Sebastiani seconded the motion. All in favor. Motion carried.

Adjourned: 2:20 P.M.

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Joe Stuchlak, Chair

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Rocky Gilner

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Barb Morgan, Vice-Chair

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Larry Babcock

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Randy Theisen

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Mark Hamburg

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Al Sebastiani

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Cathy Allen, Recording Secretary

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