

ZONING & PLANNING COMMITTEE

February 14, 2012

Minutes of Regular Monthly Meeting

Page 1 of 1

Agenda Item #1: Call to Order. The Chairman calls the Zoning and Planning Meeting to Order at 9:00 a.m. at the Vilas County Courthouse, Conference Rooms #1, 330 Court St., Eagle River, Wisconsin.

Members Present: Chris Mayer, Chairman; Bob Egan; Ralph Sitzberger.

Others Present: Dawn Schmidt, Zoning Administrator; David Sadenwasser, Administrative Secretary

Agenda Item #2: Approve Agenda. Motion by Bob Egan, second by Ralph Sitzberger, to approve the agenda in any order to be discussed by the Chair. All say aye, motion carried.

Agenda Item #3: Approve 1/5/2012 Regular Monthly Meeting Minutes. Motion by Ralph Sitzberger, seconded by Bob Egan, to approve the above described minutes as presented. All say aye, motion carried.

Agenda Item #4: Camping on Residential Lot; Town of Washington - Update. ZA Dawn Schmidt states that she spoke with Corporation Counsel regarding the issue. She reads a letter from Deputy Zoning Administrator Jean Billings notifying the property owners that they are not allowed to camp on the property due to lack of Town approval. Discussion of what the Zoning Ordinance allows for undeveloped lots. The Committee declines to comment and agrees to leave the resolution of this issue to the Corporation Counsel.

Agenda Item #5: Zoning Office Space Requirements. ZA Dawn Schmidt informs the Committee that the Zoning Office has been consolidated with Land & Water and lost the zoning reception area and front office.

Agenda Item #6: Agenda Format and Department Oversight Activities. Discussion regarding future Committee responsibilities, especially regarding Zoning Committee statutory requirements for public hearings, etc. Discussion regarding what can be eliminated from the Zoning Committee duties, including approving out of county travel, signing vouchers, approving subdivisions, and approving condominiums. The Chairman asks that ZA Dawn Schmidt's suggestions be put in letter form for the County Clerk.

Agenda Item #7: Letters and Communications. ZA Dawn Schmidt presents a request for a carryover of three vacation days for Deputy Zoning Administrator Jim Janet. Motion by Ralph Sitzberger, seconded by Bob Egan, to approve the carryover. All say aye, motion carried. Discussion regarding the effect of the change to a thirty hour week affecting how Deputy Zoning Administrators use vacation time.

Agenda Item #8: Public Comments. There are no public comments at this time.

Agenda Item #9: Review Statistics and Budget. Discussion of how the payout for the terminated Deputy Zoning Administrator will affect the budget for 2012. Discussion of the statistics for January. ZA Dawn Schmidt informs the Committee that February is off to a good start.

Agenda Item #10: Training and Out of County Travel. ZA Dawn Schmidt informs the Committee that there is some out of county travel scheduled for February and March: A NR 135 Roundtable in Juneau on February 22, the joint meeting of NEWCCA and ECWCCA in Kelly Lake on March 1, 2012, and the WCCA Spring Conference in Wausau for herself and Deputy ZA Jim Janet on March 29-30. Only the WCCA conference will require an overnight. Motion by Bob Egan, seconded by Ralph Sitzberger, to approve the out of county travel. All say aye, motion carried.

Agenda Item #11: Sign Vouchers. Motion by Bob Egan, seconded by Ralph Sitzberger, to approve the vouchers as presented. All say aye, motion carried.

Agenda Item #12: Confirm February Regular Meeting, Location, and Date. The agenda item contains an error, and the Committee is confirming the March Regular Meeting Location and Date. ZA Dawn Schmidt states that March 1, 2012 is a bad date. The Chairman states that he would like to move the Committee meetings to later in the month. The March Regular Meeting will be held on Tuesday, March 13, 2012 at 9:00 AM in the Vilas County Conference Room #1.

Agenda Item #13: Adjournment. The Chairman adjourns the meeting at 10:00 AM.

Minutes reflect the recorder's notations and are subject to approval by the appropriate board or committee.