

# ZONING & PLANNING COMMITTEE

## Minutes of Regular Monthly Meeting

September 2, 2010

Page 1 of 2

---

**Agenda Item #1: Call to Order.** Chris Mayer, Chairman, called the Zoning & Planning Committee Meeting to order at 11:15 a.m. on September 2, 2010 at the Presque Isle Community Center, 8306 School Loop Road, Presque Isle WI.

**Members Present:** Chris Mayer; Bob Egan, Fred Radtke; Ralph Sitzberger.

**Member Absent:** Steve Favorite.

**Others Present:** Dawn Schmidt, Zoning Administrator; Tammy Baughman, Administrative Secretary; Laurel Carlson, Ron Jacobson, and County Board Supervisor Ron DeBruyne.

**Agenda Item #2: Approve Agenda.** Motion by Bob Egan, second by Ralph Sitzberger to approve today's agenda in any order. All say aye, motion carried.

**Agenda Item #3: Approve Minutes.** Motion by Fred Radtke, second by Bob Egan to approve the 8/5/10 Regular Zoning Meeting Minutes. All say aye, motion carried.

**Agenda Item #4: Amendment 85-233; Presque Isle-Horsehead Lake Rezone.** The committee signed the amendment to forward to the full County Board on September 21, 2010.

**Agenda Item #5: Condominium Approval: A 2 Unit Preliminary Plat for Pinecone Point, a Resort Conversion Condominium; Being a Part of Outlot B of the Plat of Birchwood located in Gov't Lot 3, Section 13, T42N, R5E, Town of Manitowish Waters. (Eagle Landmark Surveying, Inc). Computer parcel #16-668.** Dawn said to pull this item from the agenda.

**Agenda Item #6: A Condominium Approval: A 2 Unit Preliminary Plat for Johnson Lake Condominium; Being part of the NW Fractional 1/4, Section 2 T39N, R6E, Town of Woodruff, Oneida County and part of Gov't. Lot 3, Section 35, T40N, R6E, Town of Arbor Vitae, Vilas County. Computer No. 2-1665. (Wilderness Surveying, Inc).** Dawn said after reviewing the plat she called the surveyor and said we could not approve the plat for the following reasons: The preliminary plat was approved as a conversion condo 5 years ago, final not recorded. Unit #2 operated as a bed & breakfast and now is converted to a single family home in an R-1 zoning district. It meets the frontage but does not have enough area. They have discontinued the use for more than 12 months and have not kept up their commercial license.

Motion by Fred Radtke, second by Bob Egan to deny the condominium plat as presented. All vote aye, motion carried.

**Agenda Item #7: Certified Survey Map Approval: A 4 lot Certified Survey Map for Alfred and Karen Kuphal, property owners: Being part of Government Lot 4, Section 2, T40N, R9E, Town of Cloverland. Computer No. 6-19-03. (CWE, Inc).** Ron Jacobson, surveyor for CWE presented the subdivision stating 3 lots are located on Boot Lake and one back lot. A 30' easement road provides access to the parcels off Star Lake Road. Ralph had concerns that the road is not wide enough for emergency vehicles and recommends sending it back to provide a 66' wide road with a cudesac. Discussion continued on road access, road width, and town's responsibility.

Motion by Bob Egan, second by Fred Radtke to approve the certified survey as presented. 3 voted aye. 1 voted nay: Ralph Sitzberger.

**Agenda Item #8: Copy machine lease/purchase.** Dawn handed out two quotes for a new office copy machine priced out by Kyocera and Xerox for review. The existing machine in the office was purchased in 2002 and is continually breaking down in need of frequent repair.

Motion by Bob Egan to forward the Kyocera proposal to Public Property Committee, along with the Xerox proposal with the preference being Kyocera, second by Ralph Sitzberger. Discussion. All vote aye, motion carried.

**Agenda Item #9: Review the four new proposed Zoning Districts and Article XI of the Vilas County General Zoning Ordinance and set public hearing date.** A public hearing date was scheduled for November 4, 2010 at 9:00 a.m., at the Land O' Lakes Town Hall with the regular Zoning and Planning meeting to follow. Dawn read the new definition of a structure and the 4 proposed zoning districts.

Motion by Ralph Sitzberger, second by Bob Egan to approve the new proposed Zoning Districts and definition. All say aye, motion carried.

**Agenda Item #10: Discuss need for public hearing and amendments to the Vilas County's Comprehensive Plan.** Dawn said we will incorporate towns who have updated their comprehensive plans along with our own updates after the November's public hearing; secretary was instructed to put this item on December's agenda.

**Agenda Item #11: NR115:** Dawn informed the committee the first portion of our grant money was received and deposited.

**Agenda Item #12: Letters and Communications.** A letter was submitted by SBA, a National Cell Tower Company, giving Tammy Baughman high praises for her professionalism, extensive research and great appreciation for extraordinary service. Chris will mention this in the Zoning Committee Report at County Board.

**Agenda Item #13: Public Comments.** None.

**Agenda Item #14 Review Statistics and Budget.** Chris said our permit fees collected are substantially up from 2009.

**Agenda Item #15: Training and Out of County.** Dawn and Mary ask for permission to attend the WCCA Fall Conference in Neenah October 27<sup>th</sup> through October 29<sup>th</sup>.

Motion by Fred Radtke, second by Ralph Sitzberger to approve out of county travel. All say aye, motion carried.

**Agenda Item #16: Sign Vouchers.**

Motion by Bob Egan, second by Ralph Sitzberger to pay the vouchers as presented. All say aye, motion carried.

**Agenda Item #17 Adjournment.**

Motion to adjourn meeting at 12:25 p.m. by Fred Radtke, second by Ralph Sitzberger. All say aye, motion carried.