

# ZONING & PLANNING COMMITTEE

December 1, 2011

## Minutes of Regular Monthly Meeting

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**Agenda Item #1: Call to Order.** The Chairman calls the Zoning and Planning Meeting to Order at 9:55 a.m. at the Vilas County Courthouse, Conference Rooms #2&3, 330 Court St, Eagle River, Wisconsin.

**Members Present:** Chris Mayer, Chairman; Steve Favorite, Vice-Chairman; Bob Egan; Fred Radtke; Ralph Sitzberger.

**Others Present:** Dawn Schmidt, Zoning Administrator; David Sadenwasser, Administrative Secretary; Marcus Neemann, Lakeland Times; Marshall Reckard; Sue Ackland, Lac du Flambeau Zoning Administrator; Thomas Boettcher, Eagle Landmark Surveying; Martha Milanowski, Vilas County Corporation Counsel.

**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 11/3/2011 Regular Monthly Meeting Minutes and 11/15/2011 Public Hearing 1A-1D Minutes.** Motion by Ralph Sitzberger, seconded by Fred Radtke, to approve the 11/3/2011 Regular Monthly Meeting Minutes and 11/15/2011 Public Hearing 1A-1D Minutes as presented. All say aye, motion carried.

**Agenda Item #8: Lac du Flambeau Zoning Ordinance.** Mr. Mayer states that the Committee has just received the latest changes. ZA Dawn Schmidt reads a letter from Sue Ackland regarding latest changes and Lac du Flambeau Zoning Committee minutes from 11/1/2011. Discussion of the changes to the proposed ordinance to eliminate the Conditional Use Permit for condominiums. Discussion regarding the Ordinance adoption procedure. The Chair requests that a resolution regarding the Ordinance be placed on the agenda for the January regular meeting.

**Agenda Item #4: Broken Arrow Holdings, LLC Comprehensive Plan Amendment.** The Committee signed a resolution to recommend the Comprehensive Plan Amendment and an amendment to forward to the full County Board on January 17, 2011.

**Agenda Item #5: Broken Arrow Holdings, LLC Rezone Amendment.** The Committee signed the amendment to forward to the full County Board on January 17, 2012.

**Agenda Item #6: Highway 51 Properties, LLC Comprehensive Plan Amendment.** The Committee signed a resolution to recommend the Comprehensive Plan Amendment and an amendment to forward to the full County Board on January 17, 2012.

**Agenda Item #7: Highway 51 Properties, LLC Rezone Amendment.** The Committee signed the amendment to forward to the full County Board on January 17, 2012.

**Agenda Item #14: Condominium Approval: A two (2) unit Preliminary Plat for Boulder Retreat Condominium, a resort conversion condominium; Being part of NE¼, SW¼, Section 13, Town 42 North, Range 6 East, Town of Boulder Junction, Vilas County, Wisconsin; known as Vilas County Computer Parcel #4-332.** Discussion regarding the existing resort license for the above described property, with Mr. Boettcher stating that he is waiting for the owner to send a copy. Discussion regarding the septic systems for the units and expansion areas. Motion by Steve Favorite, seconded by Bob Egan, to approve the condominium as presented. All say aye, motion carried.

**Agenda Item #9: Zoning Office Organization.** Discussion of who would be in command of the office in the absence of the Zoning Administrator. ZA Dawn Schmidt states that it is impossible to establish a chain of command when it is not known who will be let go from the office. The Chair requests that this issue be put on the agenda for the January regular meeting.

**Agenda Item #10: Zoning Deputy Work Hours.** Discussion of which Committees have jurisdiction over the reduction of Deputy Zoning Administrator work hours. Discussion regarding the needs of the Zoning Office. The Chair requests that this be put on the agenda for the January regular meeting and that the Human Resources Director be present.

**Agenda Item #11: It is anticipated that a motion will be made and seconded to convene into closed session pursuant to Wis. Stat. §19.85(1)(c) for the purpose of considering employment, compensation, and performance evaluation data of a public employee over which the Zoning and Planning Committee exercises responsibility.**

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Motion by Bob Egan, seconded by Ralph Sitzberger, to convene into closed session pursuant to Wis. Stat. §19.85(1)(c). All say aye, motion carried.

**Agenda Item #12:** Adjourn closed session pursuant to Wis. Stat. §19.85(1)(c) and return to open session. Motion by Bob Egan, seconded by Ralph Sitzberger, to adjourn the closed session and return to open session.

**Agenda Item #13:** Committee may take action on matters discussed in closed session. There is no action taken on matters discussed in closed session.

**Agenda Item #15:** NR115. ZA Dawn Schmidt informs the Committee that the NR115 grant has been extended.

**Agenda Item #16:** Letters and Communications: There are no letters or communications at this time.

**Agenda Item #17:** Public Comments: There are no public comments at this time.

**Agenda Item #18:** Review Budget and Statistics: ZA Dawn Schmidt states that revenues are up a bit for November over last year, and that 2011 revenues will likely be a little bit better than she had anticipated at the Finance and Budget hearings, depending on the results for December.

**Agenda Item #19:** Training and Out of County Travel: There is no training or out of county travel for this month.

**Agenda Item #21:** Confirm January 5, 2012 meeting and location: The January regular meeting will be held on January 5, 2011 at the Vilas County Courthouse, Conference Rooms #2&3 at 9:00 a.m.

**Agenda Item #20:** Sign Vouchers: Some bills are not available for signatures at this time. Motion by Bob Egan, seconded by Fred Radtke to pay the vouchers as presented. All say aye, motion carried.

**Agenda Item #22:** Adjournment: The Chairman adjourns the meeting at 11:19 a.m.

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