

## Planning & Zoning Committee

### Planning Meeting

May 13, 2011

Present: Supervisors Brennand, Thompson, Egan, Sievert, Diakoff.  
Brian O'Rourke, Jerry Bougie and Cary Rowe. Guests present.

1. Minute Approval – April 4, 8, 21 and 26, 2011

Motion by Sievert, seconded by Thompson, to approve April 4, 8, 21, and 26, 2011, minutes as presented. Motion carried 5-0.

2. Review and action on \$70,000 Budget Transfer for Property Listing and Tax Collection Software system – Land Records Cost Center.

Jerry Bougie explained the request for \$70,000 which is to be used for the purchase of new software for the treasurer's office and the property tax lister. Both departments have money budgeted for the purchase and balance to be transferred comes from the land records cost center. Motion by Eagan, seconded by Diakoff to approve the transfer. Motion carried 5-0.

3. Committee Review of Town of Vinland Zoning Change – Michels Materials.

Zoning Administrator explained the town zoning change and stated that the committee just needs to review the requested change and take action to move the town zoning change request to the County Board. Motion by Sievert, seconded by Thompson, to move the town zoning change to the County Board. Motion carried 5-0.

4. Discussion on possible relocation of Planning and Zoning Department.

Jerry Bougie stated that it was his understanding that the Planning and Zoning Department will be moving to either first floor the Orrin

King Administration Building or the third floor of the Administration Building on Otter Street. Mr. Bougie emphasized he has not been able to get a definitive answer as to which place the office would move to and that the Planning and Zoning Department interacts with other offices on a daily basis. Mr. Bougie also stated that the District Attorney's Office has to move into the Orrin King Building by the end of July.

5. Update on Comprehensive Revision of Zoning Ordinance and Farmland Preservation Plan Projects.

Jerry Bougie explained the progress made on the development of the new farmland preservation plan. Mr. Bougie stated that the state will hopefully be reviewing the new plan in September and formal adoption of the plan and ordinance will be coordinated with the adoption of the new zoning ordinance sometime around early 2012. Mr. Bougie also said the language of the new zoning ordinance is nearing completion.

6. Update on Outagamie County Airport Overlay Ordinance.

Zoning Administrator stated that the new ordinance for the Outagamie County Airport is near completion and will be presented at public hearings for public review. The Outagamie County Airport Overlay Ordinance only affects the Towns of Clayton and Menasha in Winnebago County.

Motion by T. Egan, seconded by J. Diakoff to adjourn the meeting.  
Motion carried unanimously. Meeting adjourned at 8:25 am.

Cary A. Rowe

Recording Secretary

