

Planning & Zoning Committee

Planning Meeting

June 1st, 2015

7:45 A.M.

PRESENT: Supervisors Egan, Kriescher, Keller, Thompson, Gabert. Jerry Bougie – Planning Director, Brian O’Rourke – Associate Planner, Cary Rowe – Zoning Administrator.

1. Minute Approval – April 6, 24, 28, May 22 & 26, 2015.

Motion by R. Keller to approve minutes as presented. Seconded by M. Gabert. Motion carried 5-0.

2. Committee review and action on Town Zoning changes for Town’s of Clayton and Menasha.

C. Rowe provided a memo recommending the Committee forward the Town zoning changes to County Board.

Motion to forward the Town of Clayton zoning change to County Board by M. Gabert. Seconded by R. Keller. Motion carried 5-0.

Motion to forward the Town of Menasha zoning change to County Board by M. Gabert. Seconded by L. Kriescher. Motion carried 5-0.

There was no further discussion of this item.

3. Committee review and action on Haase CSM Lot Variance – Town of Menasha.

C. Rowe provided a memo explaining that lot 2 of the proposed CSM does not meet the 200 ft. requirement along a portion of a public road due to the location of a navigable stream, however does meet the 200 ft. lot requirement along both public roads throughout the balance of the lot. The memo recommended approval of the lot variance and proposed CSM with the condition that a statement is placed on the face of the CSM stating that “lot 2 was granted a variance to width requirement by the Winnebago County Planning and Zoning Committee on June 1st, 2015”.

Motion to approve the lot variance for proposed CSM with condition as stated in Zoning Administrators memo by M. Gabert. Seconded by L. Kriescher. Motion carried 5-0.

There was no further discussion of this item.

4. Status report on update of County Comprehensive Plan.

B. O'Rourke stated that the next meeting of the steering committee for the comp. plan update project will be in September as Civi Tek Consulting is currently drafting the remaining text of the plan, and Towns are working on any updates to their future land use maps. He anticipates the updated plan to be ready for public hearing in October or November, with County Board approval in December.

There was no further discussion of this item.

5. Status report on Farmland Preservation Zoning Ordinance Certification process.

B. O'Rourke stated that County Board has adopted the amended zoning ordinance that contained all required text and map amendments by the Department of Agriculture, Trade, and Consumer Protection. The amended ordinance and map will be submitted to DATCP within the next week or two, with certification by DATCP by the end of August.

There was no further discussion of this item.

6. Status report on Property Lister office – office moving and staffing.

J. Bougie stated that the Property Lister will be moving into their new office over the next week, and will be open to the public starting on Wednesday, June 10th. He also indicated that as part of the budget process he will be requesting that the current part-time secretarial position be changed to a full-time position in order to assure that the office is staffed appropriately. This will be placed on a future Planning Meeting agenda for Committee approval.

There was no further discussion of this item.

7. Report on Construction Site and Erosion Control Technician position.

C. Rowe stated that this position has been filled, and introduced Mr. Michael DeBauche to the Committee.

There was no further discussion of this item.

Motion to adjourn L. Kriescher. Seconded by M. Gabert. Motion carried 5-0.

Meeting adjourned at 8:30 A.M.

Brian O'Rourke – Recording Secretary