

Planning & Zoning Committee

Planning Meeting

February 10<sup>th</sup>, 2012

7:30 A.M.

PRESENT: Supervisors Sievert, Brennand, Egan, Thompson; Chuck Farrey. Jerry Bougie – Planning Director, Brian O’Rourke – Associate Planner, Cary Rowe – Zoning Administrator, Tom Davies – Director, Land and Water Conservation Department. Sue Drexler – Supervisor – Town of Algoma; Bob Schmeichel – Chairman – Town of Neenah. Tim Schwecke, Civi Tek Consulting.

EXCUSED: Diakoff

1. Minute Approval – January 3<sup>rd</sup>, 13<sup>th</sup>, 27<sup>th</sup>, and 31<sup>st</sup>, 2012.

Motion by J. Sievert to approve minutes as presented. Seconded by C. Thompson. Motion carried 3-0-2. (Egan arrived after vote on this item).

2. Review and Discussion on draft Comprehensive Revision of County Zoning Ordinance – Tim Schwecke.

\* This item was discussed 6<sup>th</sup>.

Tim Schwecke, Civi Tek Consulting, provided a brief history of the zoning ordinance re-write project. He also explained all of the proposed procedures, which included new reviews that the Committee would be undertaking that they currently don’t do.

There was no further discussion of this item.

3. Discussion & possible committee action on County Farmland Preservation Plan certification.

B. O’Rourke stated that staff had received a letter from Ben Brancel, Secretary of the Department of Agriculture, Trade, & Consumer Protection stating that the State would not certify the proposed Winnebago County Farmland Preservation Plan in its current form.

P. Brennand stated that based on the language contained in the letter from B. Brancel he feels the County should proceed with adopting the proposed FFP in its current form, therefore fulfilling the County's obligation. He also recommended adopting the plan with an effective date of January 1<sup>st</sup>, 2013, therefore allowing those land owners participating in the plan to be able to claim the tax credit for 2012, as the State has granted Winnebago County an extension of the existing plan until December 31<sup>st</sup>, 2012.

C. Thompson requested that staff consult with Corporation Counsel to verify what, if any, repercussions there would be for the County if the County Board adopts the proposed FFP in its current form.

Motion by T. Egan to recommend to County Board to adopt the proposed Farmland Preservation Plan in its current form, with an effective date of January 1<sup>st</sup>, 2013. Second by C. Thompson. Motion carried 4-0-1.

There was no further discussion of this item.

4. Discussion & possible committee action on Town of Omro multi-zoned parcels.

\* This item was discussed second by the Committee.

B. O'Rourke stated staff had received a request from the Town of Omro to remove the multi-zoning status of various parcels, which would be without property owner approval. These parcels constituted those remaining multi-zoned properties with very little dual zoning area. He received a list of parcel numbers from Tom Tuschl, Omro Plan Commission Chairman.

Brian Noe, Town of Omro Chairman, verified this request and stated that a formal request would be coming from the Town Board.

Motion by C. Thomson for staff to pursue the removal of multi-zoned status for the list received by B. O'Rourke. Seconded by T. Egan. Motion carried 4-0-1.

There was no further discussion on this item.

5. Discussion & committee action on memorandum of understanding between Land Conservation Committee/Land & Water Conservation Dept and Planning & Zoning Committee/Dept for Stormwater and Erosion Control services.

\* This item was discussed 4<sup>th</sup> and opened for discussion in conjunction with item number six.

J. Bougie provided handout s to the Committee detailing the background of the Stormwater and Erosion Control program and the administration of it for the previous two years. He indicated that due to various complaints with regard to the administration of the program that staff is recommending to the Committee that the Memorandum of Understanding between the Land and Water Conservation Department and the Planning and Zoning Department be

terminated, and all functions of the program be returned to the Planning and Zoning Department.

T. Davies provided a background of the program dating back to 2003, detailing the various activities which included single lot erosion control inspections of eight of the sixteen towns in the County, and all sixteen towns starting in 2010.

The Committee questioned whether the commercial stormwater activities and review could be separated from the single lot erosion control permitting and inspection, with the Planning and Zoning Department administering the commercial portion of the code and LWCD administering the single lot erosion control permitting and inspection.

Both J. Bougie and T. Davies agreed that logistically it could be done, but from a budgeting standpoint it would create issues as the position proposed to be transferred to the Planning and Zoning Department was intended to be funded by the full program.

Supervisor Farrey recommended to the Committee to allow LWCD to retain the single lot erosion control permitting and inspection functions.

Susan Drexler, Town of Algoma Supervisor, stated that the Town of Algoma likes the current setup of keeping the stormwater and erosion control activities together, works well with T. Davies, and would like to see these activities remain at LWCD. She also suggested the two Departments work on the issue of developers needing to go to multiple County departments to obtain permits.

Bob Schmeichel, Town of Neenah Chairman, referred to the Northeast Wisconsin Stormwater Consortium, indicated that new stormwater and erosion control mandates may be imposed in the near future, and urged the Committee to consider these potential changes before rendering their decision.

The Committee asked if the position transfer was for a specific individual and/or position; J. Bougie stated that the proposed position transfer was for the Construction Site-Erosion Control Technician position. He also stated that the position transfer would need to have both Human Resources and the County Executives support, be reviewed by the Personnel and Finance Committee, and be approved by the County Board.

Motion by J. Sievert to allow the administration of the program to be continued by the Land, Water, and Conservation Department. No second. Motion failed.

Motion by P. Brennand to terminate the Memorandum of Understanding.  
Second by C. Thompson. Motion carried 3-1-1 (Sievert Nay, Diakoff excused).

6. Discussion & possible action on requesting a transfer of the existing Construction Site Erosion Control Technician position from Land & Water Conservation Dept to Planning & Zoning Dept and amending the Table of Organization accordingly.

\* This item was discussed 5<sup>th</sup> and opened for discussion in conjunction with item number five.

\* See agenda item number five for discussion.

Motion to transfer the position as proposed by C. Thompson. Seconded by T. Egan. Motion carried 3-1-1 (Sievert Nay, Diakoff excused).

Motion to adjourn by T. Egan to adjourn. Seconded C. Thompson. Motion carried 4-0-1.

Meeting adjourned at 9:15 A.M.

Brian O'Rourke – Recording Secretary