

**Richland County
Land & Zoning Standing Committee
Meeting Minutes
October 3rd, 2022**

The October 3rd, 2022, Land & Zoning Standing Committee meeting was called to order 3:05 p.m. by Vice-chair Linda Gentes. Present were Linda Gentes, Dan McGuire, Julie Fleming, Steve Carrow, Patricia Grimm, Cindy Knoble, Dustin & Amber Wanless, Don & Alene Wanless, Brian & Molly Meister, Joe Bartel, Eric Howlett, Sue Triggs, Derrick Warner, Mike Bindl, John Couey, and Cathy Cooper. Melissa Luck and David Turk were absent.

Dan McGuire moved to approve the amended agenda and proof of notification. Seconded by Steve Carrow. Motion carried.

Vice-chair Linda Gentes asked for any corrections or amendments to the August 29th, 2022, minutes, moved by Steve Carrow to approve the minutes as sent out, second made by Dan McGuire. Motion carried.

#5 Zoning Petitions

5a. Wanless Rezoning Petition. Dustin & Amber Wanless are purchasing 11 acres in Marshall township from Don & Alene Wanless to build a shed/house. They are wanting to rezone this land from Ag/Forestry to Ag/Residential. The land has been surveyed. Neighboring landowner Cindy Knoble is opposed to this. Worried about ruining the natural rural aspect of property in the area. She also is concerned that the survey wasn't correct. She is planning on having it re-surveyed at her expense. Committee was unsure how to include in the motion if there would be a change in the legal description if the surveys don't match. Linda asked Corporation Council, Michael Windle, for language. Steve Crow moved to approve the rezoning permit with this permit is subject to revision upon presentation to the Committee a certified survey map showing that the legal description this permit is based upon is incorrect. Seconded by Julie Fleming. Motion carried

5b. GAV Ventures LLC Petition. This was postponed to next month

5c. Meister Petition. Brian & Molly Meister and their attorney, Joe Bartel are petitioning for a conditional use permit for their short- term rental property in Buena Vista Township. The town has approved this request as well as the neighbors. The Meister's and Mr. Bartel request that if the Meister's change their ownership to an LLC that CUP goes with the change. Motion made by Steve Carrow to approve the conditional use permit with it subject to a contemplated transfer of the conditional use permit to their proposed LLC should they transfer the property to their company, second made by Steve Carrow. Motion carried.

5d. FS Adventures Rezoning Petition. Eric Howlett of FS Adventures is petitioning to rezone 5.58 acres in Westford township from Ag/Forestry to Ag/Residential. FS Adventures is splitting off the buildings on 5.58 acres and keeping the rest of the land zoned Ag/Forestry. It has been approved by the town board. Motion made by Steve Carrow to approve, second by Dan McGuire. Motion carried.

5e. Joseph and Gwyneth Pufferies Petition. Joseph and Gwyneth Pufferies are asking to rezone 5.50 acres from Ag/Forestry to Ag/Residential. They are selling the buildings with the acreage. The rest of the land will remain Ag/Forestry. Motion made by Dan McGuire to approve the petition, second made by Julie Fleming. Discussion followed. Motion carried.

#12. Staff introduction. Cathy introduced the new conservation technician, Derrick Warner.

#6. The public hearing for the 2022 Land and Water Resource Management plan was held. No public comments. This update contains the information that DNR wanted to have included. Cathy answered committee questions. Steve Carrow moved to send the plan onto county board. Seconded by Julie Fleming. Motion carried.

#7 Proposed recommendation to 2024 budget cuts. Cathy and Mike presented 3 options to the committee and listed the savings and the concerns with each one.

Option 1: Cut the Land Conservation secretary position. Would save about \$55,000 per year. Cons would be times when the office would be closed due to staff out in the field and the job duties would need to be assigned to others.

Option 2: Zoning and Sanitation fees could be raised to reduce some of the \$50,000 proposed budget cut. Cons are not sure the amount of fees collected, and County Board must be willing to raise the fees.

The Committee ask Sue Triggs if the Register of Deeds would have any way to reduce her budget at all. She said not at this time, but she is looking into another program for her online records. There is a potential for collecting more money in 3-5 years with this new system. At this time, she has no idea how much more she could collect and when this would occur. The Committee would like to see if a combination of all 3 options would meet the \$50,000. They would like to see the Land Conservation secretary position at half time, an estimate on fee collection and how much could be saved by contracting out the GIS work. Once Mike has time to compare the 2 bids, he and Cathy will meet to come up with a recommendation.

Option 3: Instead of hiring a GIS person, the county could contract the work out. Agenda item #13- GIS position was discussed. Bids have been received for contracting out the GIS work. MSA bid \$45,727. Southwest Regional Planning commission bid \$20,995. The committee would like to see the request for proposal. They also want Mike to go through the bids to make sure they meet the requirements. The pros are it could save some of the \$50,000. The biggest con is that the Zoning Department needs to fill the sanitation position.

#8 2023 Lake Monitoring Protection Network Grant. Cathy presented the resolution concerning the grant. The grant is up to \$9,578.00. Steve Carrow moved to approve the grant application and send to County Board for their approval. Seconded by Julie Fleming. Motion carried.

#9 2023 WILO Grant application. Mike presented the grant application for \$142, 185.00. This is the grant the covers Land Information costs. Steve moved to approve the 2023 WILO grant application and send it to County Board for their approval. Seconded by Dan McGuire. Motion carried.

#10 OEC Grant NG911 application. The purpose of this grant is to get the county addressing system in compliance with standards. Richland County is currently 85% in compliance. There are 2 parts of the grant. One is to be done by the Land Information office and the other done by Emergency management. The part to be done by Land Information is for \$20,000.00 and the work would be outsourced. This part of the grant needs to be approved by the Land and Zoning Standing Committee. Julie Fleming moved to approve the Land Information part of the grant for \$20,000.00. Seconded by Dan McGuire. Motion carried.

#11 Recreation/short-term rental. A meeting was held on September 29th to gather information on short-term rentals. The committee wishes to develop policies when issuing conditional use

permits for short-term rentals. Linda is asking each member to come up with a list of their thoughts of reasonable requirements that must be met to be issued a conditional use permit.

#13 GIS/Sanitation position. This was discussed earlier.

#14 Public comment-none

#15 Future agenda item- short term rental policy, GIS status, Recommendation on 2024 budget

#16 Adjournment – Moved made by Julie Fleming to adjourn to November 7th at 3:00 pm for a regular meeting with the possibility to set up a special meeting to discuss the budget recommendation. Second made by Steve Carrow. Motion carried. Meeting adjourned at 4:45 PM.

Respectfully submitted,

Cathy Cooper

Cathy Cooper
Secretary pro temp
Land & Zoning Secretary