

**Richland County
Land & Zoning Standing Committee
Meeting Minutes
February 6, 2023**

The February 6, 2023, Land & Zoning Standing Committee meeting was called to order 3:02 p.m. by Chair Melissa Luck in the County Board Room of the Richland County Courthouse. Present were Julie Fleming, Melissa Luck, Dan McGuire, Steve Carrow, Linda Gentes via Webex, Aaron Halverson, John Couey, Scott Lind, Greg Cerven, Cheryl Dull, Mike Bindl, and Cathy Cooper. Dave Turk Was absent

Linda Gentes moved to approve the amended agenda and proof of notification. Seconded by Julie Fleming. Motion carried. Melissa said she was going to take a few items out of order.

Chair Melissa Luck asked for any corrections or amendments to the January 3, 2023 minutes, Julie had emailed some corrections to Cathy to be corrected. Motion made by Julie Fleming to approve the minutes with the corrections Cathy stated. Seconded by Dan McGuire. Motion carried.

#9 Wildlife Damage Claims- Greg Cerven presented 2 Wildlife Damage Claims from 2022 to be approved. Tom Clary for \$3,047.06 and Mike White for \$7,981.95. They have met the hunting requirements. Steve asked if the claims were higher or lower from last year. Greg said that they were lower by a little. Steve Carrow moved to approve Tom Clary's and Mike White's Wildlife Damage claims. Seconded by Julie Fleming. Motion carried.

#7 Dark Skies- Scott Lind had sent some information that Melissa had put in the committee folder. Model Lighting Ordinance, Outdoor Lighting Codes and Ordinances in Wisconsin and Writing Outdoor Lighting Ordinances. Does the committee want to be prescriptive in the approach or performance base? Does the committee prefer to educate or to have an ordinance? Much discussion followed. Steve Carrow moved fact sheet to hand out to people getting building permits and to have it available via the county website about ways to achieve dark skies. Seconded by Julie Fleming. Motion carried.

#6 Short Term Rentals- Melissa said that she had posted a lot of information in the committee folder. The committee needs to decide if they want to do an ordinance for short term rentals or just develop policy. If the committee wants to do an ordinance, do they want to do it as a land use permit or a conditional use permit. Melissa suggested inviting Mr. Windle to the next meeting to discuss if it can be done through a land use permit or a conditional use permit. Other items discussed were quiet hours, fire pit, occupancy, etc. Aaron Halverson commented that Sauk County's ordinance says that the short term rental owners must comply with the State Statutes. Melissa said that she is going to look at the state Statutes and Department of Ag's license rules and post a summary in the folder for the next meeting.

#5 Zoning Petitions- None

#8 Soil and Water Cost-Share Contracts- Cathy presented 2 cost-share contracts for approval. Both are well abandonments. CLJ Investments for \$1,116.77 and Mark and Gary Standish for \$423.43. Dan McGuire moved to approve the 2 cost-share contracts. Seconded by Steve Carrow. Motion approved.

#10 Seventh member- Cathy reported that none of the current Farm Service Agency committee members were interested in serving on the Land and Zoning Committee as an agriculture representative. Many counties have not included the FSA representative on the committee. This will be another question to pose to Mr. Windle at the next Land and zoning meeting.

#11 Assistant Zoning Administrator/Sanitarian Position- Mike put in a request to Carlson Dettmann to reclassify the old GIS/Assistant ZA/Sanitarian so he can post the job. The position was changed to Assistant Zoning Administrator/Sanitarian and went from pay grade G to pay grade I. It will go to Finance/Personnel on February 7th and County Board on February 21st.

#12 GIS/Sanitation position/contract- The current contract with MSA is working. Don't know how long MSA will extend the contract. Still need to get an RFP together to bid out the new contract. There is still nothing put together to follow the flow of the addressing information from when it leaves the Zoning office, then to dispatch and the other departments that need this information. Melissa has been talking with Clinton and this morning, they decided to contract with MSA to create a flowchart on what information goes where and through what programs once a new address is created and/or parcel changes. Then a better RFP could be sent out to bid the parcel mapping/county addressing project.

#13 Public Comment- None

#14- Future Agenda Items- Need to keep the current agenda items for the March meeting

#15 Adjournment – Linda Gentes moved to adjourn until March 6, 2023 at 3:00. Seconded made by Julie Fleming. Motion carried. Meeting adjourned at 4:41 p.m.

Respectfully submitted,

Cathy Cooper

Cathy Cooper
Secretary pro temp
Land & Zoning Secretary