

**Richland County
Land & Zoning Standing Committee
Meeting Minutes
August 7, 2023**

The August 7, 2023, Land & Zoning Standing Committee meeting was called to order 3:00 p.m. by Chair Melissa Luck in the County Board Room of the Richland County Courthouse. Present were Melissa Luck, Linda Gentes, Steve Carrow, Dan McGuire Julie Fleming via Webex and Dave Turk via Webex. Also present were Marge Tackett-Freeman, Matt Ottesen, Owen Detweiler, Andrze Skiba, Todd Rumler, Candace Pesch, Jon Hochkammer, Mike Bindl, Sue Triggs, John Couey and Cathy Cooper. Brian and Molly Meister via Webex.

Linda Gentes moved to approve the amended agenda and proof of notification. Seconded by Julie Fleming. All said aye. Motion carried.

Chair Melissa Luck asked for any corrections or amendments to the June 26, 2023 and July 18, 2023 minutes. Motion made by Julie Fleming to approve the minutes. Seconded by Steve Carrow. All said aye. Motion carried.

#5 Zoning Petitions-

- a. Skiba petition- Andrze Skiba was present. Rezoning 18.76 acres of land in Orion Township from Ag/Forestry to Ag/Residential. Ms. Skiba has also applied for a conditional use permit for a short-term rental for up to 18 people. Neighbor Marge Tackett-Freeman was present. She said her concern was how much traffic would be using the shared driveway. She said her concerns were addressed by Mr. Skiba before the meeting. Melissa Luck asked if he has applied for his permit from the Wisconsin Department of Agriculture, Trade and Consumer Protection. He said he has. Steve Carrow moved to rezone the 18.76 acres in Orion Township from Ag/Forestry to Ag/Residential. Seconded by Julie Fleming. All said aye. Motion carried.
- b. Susan & Brian Wilbrandt/David Adleman Petition- Todd Rumler was present. Rezoning 5.61 acres in the town of Westford from Ag/Forestry to Ag/Residential. The Wilbrant's are splitting off the acreage to Mr. Adleman for him to build a house. Linda Gentes moved to rezone the 5.61 acres from Ag/Forestry to Ag/Residential. Seconded by Julie Fleming. All said aye. Motion carried
- c. Detweiler Petition-Owen Detweiler was present. He is selling off 35 acres in Dayton township and keeping 24.23 acres which needs to be rezoned from Ag/Forestry to Ag/Residential. Julie Fleming moved to rezone the 24.23 acres from Ag/Forestry to Ag/Residential. Seconded by Steve Carrow. All said aye. Motion carried.
- d. Aspenson Petition- No one was present. He is creating 2 lots in Orion township. One would be 6.15 acres to be zoned Ag/Residential and 1.24 acres to be zoned commercial for a new town hall. Linda Gentes moved to rezone from Ag/Forestry, 6.15 acres to Ag/Residential and 1.24 acres to Commercial. Seconded by Dan McGuire. All said aye. Motion carried.
- e. Ottesen Petition- This petition was carried from the June 26th meeting. Matt Ottesen was present. He wants to rezone 3 acres in Dayton Township from Ag/Forestry to Commercial for an excavation business. A neighbor brought up concerns at the last meeting about possibly increase traffic and line of site issues. Melissa Luck said she drove by the site and didn't see an issue with line of sight issues. Matt Ottesen said the shed that was close to the road has been removed and the potential new owner would be putting up a new building further from the road. Julie Fleming moved to approve rezoning 3 acres in Dayton Township from Ag/Forestry to Commercial. Melissa Luck, Julie Fleming, Steve

Carrow, Dan McGuire and David Turk all said aye, Linda Gentes said no. Motion carried 5-1.

#10 Data extraction from Catalis and daiDa-Sue Triggs reported it will cost \$6,000 to extract data stored with GCS to Fidlar and \$7,000 to extract the imagery from Image Tech to Fidlar. Fidlar would like to host the Register of Deeds server for \$7,000. Sue Triggs has discussed this with MIS and they say it would be cheaper for the county to pay Fidlar. Currently about \$1,800 comes from the Land Records fund and Sue would like Land Information to pay for the rest. Candace said she would like to research how much Land Information money is available and what it is currently being used for before a decision is made.

#6 Open RFP's received for GIS contract work –Candace Pesch handed the sealed bids to Melissa Luck to open. There were 3 bids. Mr. Windle told the committee that the committee does not have to make a decision today because of the nature of the project. Each proposal needs to be looked at by MIS, Candace Pesch and Mike Bindl to assure everything in the RFP is being met. The pricing results are?

Sanborn Map Company, Inc.- AppGeo Division	\$55,483
MSA	\$35,220
Surveying and Mapping, LLC (SAM)	\$32,500

#7 Possible Fee change for municipal application for address signs- Julie Lins wasn't there but put together a report for the committee. She reached to all 22 municipalities about fire numbers. The villages and city have set their own fire numbers (Lone Rock, Viola, Boaz, Yuba, Cazenovia and Richland Center). The townships of Buena Vista, Richwood, Eagle and Orion do not want signs for their cemeteries. The townships of Willow and Marshall are interested in signs for their cemeteries. Willow has 5 and Marshall has 3. Both of those townships would like to know the costs. Zoning charges \$100 for the signs which includes the cost of establishing the address point. Mike Bindl had Cheryl Dull look into what the signs would cost and it is approximately \$36. After much discussion, Steve Carrow moved to leave the cost at \$100 per sign. Seconded by Linda Gentes. Linda Gentes, Dave Turk, Steve Carrow, Dan McGuire and Julie Fleming said aye. Melissa Luck said no. Motion carried 5-1..

#8 Assistant Zoning Administrator/Sanitarian position and #9 Office System Technician- Cheryl Dull applied for the Assistant Zoning Administrator/Sanitarian position. She is currently working for the Zoning Department. A decision will need to be made about the Office System Technician position that was a proposed position between Land Conservation Department and Zoning. Tammy Cannoy-Bender is retiring in early December. Candace Pesch said that she would like to meet with Mike Bindl and Cathy Cooper to discuss what Tammy does and see if others can do these tasks and also see what is needed for Zoning. Then a decision could be made. Cathy Cooper is going to have Tammy Cannoy-Bender compile a list of what she does.

#11- Cost share Contracts-Cathy Cooper presented 2 cost-share contracts.

- a. Eugene Hilby's is for streambank protection at 70% cost-share from the state. Landowner is responsible for the remaining 30%. Dave Turk moved to approve Eugene Hilby's cost-share contract of \$6860.00. Seconded by Steve Carrow. All said aye. Motion carried.
- b. John Schweitzer's is for streambank protection at 50% cost-share rate from the state. Cathy Cooper stated because this project doesn't directly affect agricultural land, the project is only eligible for 50% state cost-share. Linda Gentes moved to approve John Schweitzer's contract for \$4220. Seconded by Julie Fleming. All said aye. Motion carried.

#13 Dark skies- Scott Lind presented his preliminary assessment of lighting at county facilities and ways to improve lighting for both energy savings and lessening the impact on light scatter. He still

has some more assessment to do. He stated that the priority would be the courthouse parking lot lights and the campus lights. Discussion followed. The committee asked that Scott come back to the November 6, 2023 meeting once he has finished his assessments.

#12 Short term rentals- Michael Windle went over the revised ordinance and commented on the sections of the ordinance that the committee had questions about. Revisions will be made. Discussion and possible action will be done at the November 6, 2023 meeting.

#14 Manure Storage Ordinance- Cathy Cooper is currently working on a revision of the ordinance. It was last updated in 2008. Some items she is looking at is lowering or eliminating the minimum size that requires a permit, updating the required performance standards, changing the certificate of use requirements and possible revocation of the certificate and changes to the fees which will go into the proposed county fee structure. Probably will be ready for Mr. Windle's review later this year.

#15 2024 budget-

- a. Cathy Cooper presented the 2024 budget. The funds with changes are Fund 10 is reduced by \$13679.26. This includes changing the secretary position to 20 hours per week at the proposed office system tech pay, pay increase in both position of 5% plus 1 step, increase in dues and decrease in state aid of \$3400. Fund 64 is increased by \$2174 which is the cost of the required inspection of 2 of the dams. Fund 72 has an increase of \$22556.45 which includes single insurance for the conservation technician and the pay increase of 5% plus 1 step. Funds 66, 78, 79 and 80 do not have any tax levy dollars.
- b. Mike discussed the Zoning budgets. Some of the potential changes would be less money for producing maps because there hasn't been someone in the office to do this, the increase is salaries of 5% plus 1 step, changing using grant money to offset salaries and possibly raising fees.

#16 Public Comment- None

#17 Future agenda items- Awarding GIS contract

August 28, 2023 at 3:00 p.m. Seconded made by Steve Carrow. All said aye. Motion carried.

Meeting adjourned at 5:45 p.m.

Respectfully submitted,

Cathy Cooper

Cathy Cooper
Secretary pro temp
Land & Zoning Secretary