

**Richland County
Land & Zoning Standing Committee
Meeting Minutes
November 27, 2023**

The November 27, 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, Julie Fleming, Steve Carrow, and Dave Turk (via Webex). Dan McGuire and Linda Gentes were absent. Also present were Candace Pesch, Cheryl Dull, Cathy Cooper, John Couey, Barbara Scott (via Webex), Mike Burns, Mike Goebel, Virginia Wiedenfeld and Alex Weber. Michael Lambert joined via webex later in the meeting.

#2 & #3 Proof of Notification and Agenda Approval- Steve Carrow moved to approve the agenda and proof of notification. Seconded by Dave Turk. All said aye. Motion carried.

#4 Minutes-Julie Fleming moved to approve the minutes of the November 6, 2023 meeting. Seconded by Steve Carrow. All said aye. Motion approved.

#5a Burns Petition- Mike Burns and Mike Goebel were present. Mike Burns house burned down. He would like to rebuild. Mike Burns said the 18.38-acre property was bought in 1990. Cheryl Dull said that the parcel was not rezoned at that time so it needs to be done at this time. This has been approved by the township. Dave Turk moved to approve rezoning the parcel in Dayton Township from Ag/Forestry to Ag/Residential. Seconded by Julie Fleming. All said aye. Motion approved.

#5b Koenig Industries petition- Alex Weber was present. They would like to split off the house and buildings on the west side of State highway 58 totaling 3.5 acres from the rest of the property. The rest of the land will be sold for agricultural purposes. It has been approved by the township. Cheryl Dull received a letter from Mr. Robert Lambert, a neighbor. He is concerned about the property being split up and houses being built on the smaller parcel. Mr. Weber said the house is existing and the majority of the property is being sold as agricultural land. The committee asked that Cheryl Dull contact Mr. Lambert and inform him about this. Julie Fleming moved to approve rezoning the from Ag Forestry to Ag/Residential in Willow township. Seconded by Steve Carrow. All said aye. Motion carried.

#6 Ithaca Township Weldon petition-Virginia Wiedenfeld presented a petition for Thad and Mary Weldon to rezone 5.71 acres in from agricultural zoning district to agricultural residential zoning district. Since Ithaca Township has its own zoning ordinance, the Land and Zoning Standing Committee just needs to give their approval to pass it on to County Boards. Julie Fleming moved to approve the rezoning of 5.71 acres in Ithaca township from Agriculture to ag/residential. Seconded by Dave Turk. All said aye. Motion carried. Virginia Wiedenfeld reported that she is stepping down as the Ithaca Zoning person. Mary Weldon will be taking over the position.

Michael Lambert then spoke on behalf of his father on the Koenig Industries petition. The committee informed him that this is to split off the existing house and a couple of

acres to go with it and that the rest of the land is being sold for agricultural use. He said he would let his father know.

#7a Wildlife damage set crop prices- Greg Cerven presented a list of crop prices for wildlife damage claims based on local markets for the committee to approve. Steve Carrow moved to approve crop prices of \$4.56/bushel corn, \$12.53/bushel soybeans, \$210/ton alfalfa hay, \$9.25/bushel organic corn, and \$20.10/bushel organic soybeans. Seconded by Julie Fleming. All said aye. Motion carried.

#7b Wildlife damage set 80% harvest- Greg Cerven explained that the committee needs to set the date when 80% of the crops are harvested so that producers cannot leave crops in the field over winter and claim damage because wildlife uses it as a food source. This date usually occurs in November, but is sometimes later because of weather conditions. Cathy Cooper suggested somewhere between November 6 and November 17, 2023. Steve Carrow moved to approve November 15, 2023 as the 80% harvest date for the 2023 crop year. Seconded by Julie Fleming. All said aye. Motion carried.

#8 Wording on RV/Campers in an Ag/Res district- The committee reviewed the wording that Cheryl presented. They liked this wording better. After much discussion, the committee would like to have the sections concerning what is allowed on land under the different zoning districts at the January meeting.

#9 Office System Tech position- Candace Pesch reported that there were 12 applicants. She and Cathy Cooper went through the applications this morning and decided to interview 4 of the applicants. Candace Pesch will try to set up the interviews with the applicants next week. Cathy Cooper and Melissa Luck will be in on the interview.

#10 Land Conservation/Zoning Department reorganization- Melissa Luck put together a spreadsheet on what other counties have for departments for land conservation, zoning and combined departments. This has been posted in the meeting packet. She also talked with the other counties in the Southern Area Association of Land Conservation. Six of the counties have combined Land Conservation and Zoning. Most have had the County Conservation as the department head. Melissa Luck and Candace Pesch have looked at the job descriptions for both the county conservationist position and the zoning administrator position. The county conservationist position requires a bachelors degree. The zoning administrator position requires having a POWTS license and a soil testers license. They asked Cathy Cooper what her thoughts were on having the county conservationist be the department head. She said her biggest concern was getting her POWTS license. The committee's consensus is having the county conservationist position as the department head. The discussion then went to as part of the reorganization of the departments were that a GIS specialist position be looked at for 2025. There is a great need to have a county GIS person rather than contracting the work out.

#11 2024 Meeting Schedule- The proposed meeting schedule was posted in the packet. The schedule is based on County Board meetings being on the third Tuesday. The question came up that the County Board meetings will be moving to the third Monday. Cheryl Dull said she had talked with Derek Kalish. He and Candace Pesch looked

over the minutes from the County Board meeting where this was discussed. They found that the resolution was voted down 0-19. Somehow it was changed in the County Board rules without the resolution passing. The rules have been changed back to a third Tuesday County Board meeting with the exception of October and December.

#12 Manure Storage Ordinance- Cathy Cooper presented the update manure storage ordinance. Cathy Cooper had pooled other counties on how they are regulating manure stacks and they all said that they use the State Performance Standards for enforcement. The question came up as to if there is a minimum size for those needing permits for manure storage. Cathy Cooper responded that there is no minimum size. Any one constructing a manure storage structure would be subject to this ordinance. Another question was if existing structures would have to fall in compliance with this ordinance. Cathy Cooper said that with the past ordinance revisions that prior built structures wouldn't be subject to this ordinance unless they substantially alter the existing structure. Julie Fleming voted to approve the ordinance. Seconded by Steve Carrow. All voted aye. Motion carried. The next step is a public hearing and then to county Board in January.

#13 Cost share agreement- Cathy Cooper presented a cost-share agreement with Tyler and Jennifer Chrisinger to abandon a well for \$1,435.00. Julie Fleming moved to approve the cost-share agreement with Tyler and Jennifer Chrisinger. Seconded by David Turk. Motion carried.

#14 2024 Land Information grant- Cheryl Dull reported that the Land Information Officers approved the 2024 grant. There is \$60,000.00 less available for the strategic imitative grant then was available in the 2023 grant. There is \$1000 available for staff training and \$10,000 will be used to maintain the parcel data. The base budget grant is \$77,160.00 with \$68,913.00 going to the ortho imagery project and \$8,247.00 for digital parcel mapping. Steve Carrow moved to approve the 2024 Land information grant and taking it to County Board. Seconded by Julie Fleming. All said aye. Motion carried.

#15 ESRI Contract- Barbara Scott presented the contract with ESRI for ARC GIS licenses. ESRI is going to shared licenses. This will be paid through the NG911 grant. Dave Turk moved to approve the contract for \$37,402.00 and take it to County Board. Seconded by Julie Fleming. All said aye. Motion carried.

#16 Catalis Permit Database Contract- Barbara Scott presented the contract for the Catalis program which would be the new permit database for Zoning and sanitation. The first year it will cost \$21,750.00 with an renew of \$13,500. The committee asked where the money was coming from. Candace Pesch said the unused Zoning Administrator salary would be use to pay for this year. She said starting in 2025, the money would need to be budgeted. Cathy Cooper asked if the existing permits will be imported into the new database as she knows Cheryl Dull is in that data daily checking on existing land use, zoning and sanitation permits to see what has been done. Barb Scott said no because of corrupt data in that data base. Cathy Cooper then asked if the existing database would be available to looked at and if that information could be added as need to the new data base. She was told that the existing database would still be available but that the old information could only be

typed into the new database as a historical note. Julie Fleming moved to approve the Catalis contract for \$21,750.00 and take it to County Board. Seconding by Steve Carrow. All said aye. Motion carried.

17 Dark Skies pamphlet- Cathy Cooper passed out copies of the pamphlet. Next step is what to do with them. Some suggestions are printing them out and handing them to those that get a land use permit. Other suggestions were to ask REC and the City Utilities to have them available to their customers.

#18- Public Comment- None

#19 Future agenda items- short-term rentals, manure storage ordinance public hearing, Land Conservation/Zoning department reorganization. Cathy Cooper stated that she will be on vacation between December 22 and January 1. She will have the agenda put together and will ask Cheryl Dull to email it out. If there are any changes that need to be made to the agenda after December 22, 2023, please direct them to Cheryl Dull.

20# Julie Fleming moved to adjourn the meeting until January 2, 2024. Seconded made by Steve Carrow. All said aye. Motion carried. Meeting adjourned at 4:34 p.m.

Respectfully submitted,

Cathy Cooper

Cathy Cooper
Secretary pro temp
Land & Zoning Secretary