

**PLANNING & ZONING COMMITTEE
PUBLIC HEARING AND REGULAR MEETING
Douglas County Board of Supervisors
Wednesday, September 13, 2023, 9:00 a.m., Government Center, Boardroom 201
1316 North 14th Street, Superior, Wisconsin**

Meeting called to order by Chair Mary Lou Bergman.

1. ROLL CALL

Present – Joseph Moen, Mary Lou Bergman, Scott Luostari, Bill Fennessey, Jim Borgeson. Others present – Robin Schaffer, Terri Luebbe, Zach DeVoe, Mark Liebaert, Ashley Strabel, Marissa Hanson, Jon Fiskness, Heidi Meyer, Shelley Nelson, Steven Glonchak, Natosha Tiessen, Carolyn Drinkwine, Dave Drinkwine, Phillip DeVore, Lucy DeVore, Kelli Glonchak, Karla VanOvermeiren, Bill Conner, Ross Smith, Paul Priestley, Sherry Amys, Fred Keith, Emily Cahill (Committee Clerk).

2. APPROVAL OF MINUTES

Motion by Moen, second Fennessey, to approve minutes from the August 9, 2023, meeting. Motion carried.

3. SUSPEND REGULAR MEETING; ADJOURN TO PUBLIC HEARING

4. PUBLIC HEARING

a. Amendments to Douglas County Zoning Ordinance 8.0

- 1) **Petition No. 23-11: Jerod & Nicole Stamper, Foxboro, WI – Pt SE SE, Section 36, T46N-R15W; (SU-028-01220-00; 2343 E Foxboro Chaffey Rd), Town of Summit:** From August 9, 2023 hearing; request to rezone 1.8 acres from A-1: Agricultural zone district to R-1; Residential zone district (parcel split to allow a dwelling on remaining 23.2 acres); no objections from town.

ACTION (ORDINANCE): Motion by Borgeson, second Fennessey, to approve and refer to County Board. Motion carried unanimously.

- 2) **Petition No. 23-14: John Keith, Gordon, WI – NE SE Section 36, T44N-R12W, Ex 368 RP 278, Ex Pcl to Hwy (8.81A) Desc 596 RP 282, Ex Lot 1 of CSM 1225 Vol 9 Pgs 85-6 and CSM #1366 Vol 10 Pg 172; (GO-012-01661-00, No Address), Town of Gordon:** Request to rezone approximately 5.5 acres of parcel from RR-1: Residential Recreational zone district to the C-1: Commercial zone district for proposed commercial enterprise; no correspondence received from town.

ACTION: Motion by Borgeson, second Luostari, to refer to future meeting pending town input. Motion carried.

b. Conditional-Use Permits

- 1) Brandon Greenfield:** Held from August 9, 2023 hearing; application for conditional-use permit for temporary concrete batch plant; town objected due to high cost of road maintenance for short-term project; zoning concerns include road maintenance cost, absence of DNR permitting applications, and lack of construction projects for temporary concrete plant. Further information provided after August 9, 2023 hearing; did not adequately address needs for temporary plant.

ACTION: Motion by Borgeson, second Fennessey, to deny permit due to high cost of road maintenance, absence of DNR permitting applications, and lack of construction projects to necessitate the need for a temporary concrete plant. Motion carried.

- 2) Paul Priestley:** Application for conditional-use permit for year-round campground-yurt (1 site, public rental); no objections from town.

ACTION: Motion by Moen, second Fennessey, to approve with the following conditions: sanitary facilities must be up to standard; must follow health department regulations. Motion carried.

- 3) Jacob & Natosha Tiessen:** Application for conditional-use permit for agritourism farm (sunflower field, play area, wooded scavenger hunt for public/semi-public use); no correspondence received from town.

ACTION: Motion by Borgeson, second Luostari, to refer to future meeting pending town input. Motion carried.

c. Recap of Zone Change Recommendations for County Board

- 1) One recommended to County Board for approval.**

Public hearing adjourned at 9:09 a.m.

5. RESUME AGENDA

6. DEPARTMENT REPORTS

The following departments reported on departmental activities: Planning and Zoning/Board of Adjustment, Rural Housing Authority, Land Conservation, Surveyor, Land Records, Real Property Lister, Register of Deeds.

7. ACTION ITEMS

- a. Letter to waive after-the-fact fee for shed replacement:** Zoning received application for permit for accessory shed to be added to property; inspector went to view property and shed was already placed on property without permit being issued. Owner aware that shed was placed before permit was issued and wrote a letter

asking for after-the-fact fee to be waived. Permit originally issued in 2007; new shed is a different size and in a different location than prior when permit originally issued.

ACTION: Motion by Luostari, second Borgeson, to deny request. Motion carried.

- b. Review of Non-Metallic Mine permit #5902:** Encroachment of property lines between mining site and Douglas County property (owned by the Highway Department); owner is aware encroachment is happening; Highway and Forestry Departments have been notified. Zoning would like to have a meeting with all parties involved to discuss next steps for reissuance of permit.

ACTION: Motion by Fennessey, second Borgeson, to refer to future meeting until meeting with owner and involved Douglas County departments occurs. Motion carried.

c. Surface Water Grant Requests

- 1) Stop Spiny 2.0:** Continuation of already exiting project.

ACTION: Motion Moen, second Borgeson, to approve grant request. Motion carried.

- 2) St. Croix Flowage Management:** Program run through Land Conservation staff; approved matching funds from capital projects.

ACTION: Motion Luostari, second Fennessey, to approve grant request. Motion carried.

d. Proposed 2024 Budgets

- 1) Surveyor / Tax Lister:** Increase due to personnel costs; no significant changes.

ACTION (REFERRAL): Motion by Fennessey, second Moen, to approve proposed budget and refer to Administration Committee. Motion carried.

- 2) Land Records:** Increase due to personnel costs; no significant changes.

ACTION (REFERRAL): Motion by Luostari, second Borgeson, to approve proposed budget and refer to Administration Committee. Motion carried.

- 3) Land Conservation:** Increase due to personnel costs.

- a) Funding approval for Agricultural Technician Position:** Increase of \$8,000 to fund Agricultural Technician position; if grant is awarded, would not need to include funding in budget.

ACTION (REFERRAL): Motion by Luostari, second Fennessey, to approve proposed budget and refer to Administration Committee. Motion carried.

- 4) **Zoning / Rural Housing / Board of Adjustment:** Increase in fee schedule for 2024.

ACTION (REFERRAL): Motion by Fennessey, second Borgeson, to approve proposed budget and refer to Administration Committee. Motion carried.

8. INFORMATIONAL ITEMS

- a. **Tiny Homes/ Shipping Containers:** Robin Schaffer provided information on tiny homes, camper, and dwelling requirements; zoning does not have minimum size regulation; towns have different regulations regarding size requirements.
- b. **Update on POWTS Procedures:** Zoning has been approving, reviewing, and inspecting POWTS systems; new software to maintain service records and provide updates with non-compliant systems; department has been in contact with non-compliant systems to bring into compliance; current failure percentages for non-compliant systems is low as of September 6, 2023.

9. FUTURE AGENDA ITEMS

Review of Non-Metallic Mine permit #5902.

10. ADJOURNMENT

Motion by Luostari, second Borgeson, to adjourn. Motion carried. Meeting adjourned at 9:46 a.m.

Submitted by,

Emily Cahill, Committee Clerk