

January 16, 2019

Minutes of the **Planning and Zoning/Land Information meeting** conducted on January 2, 2019 in the courthouse, Florence County, WI.

Chairperson Bomberg called the meeting to order at 6.00 P.M. and took roll call.

Members present: Supervisors' Gary Steber, Jeanette Bomberg, Joe Mills, and Sherry Johnson

Members absent: Larry Neuens-excused

Others present: Scott Wolf - Zoning Administrator and Trish Kelly - Assistant Zoning Administrator

Chairperson Bomberg asked for a motion to approve the agenda, **motion by Supervisor Johnson to approve the agenda, second by Supervisor Steber, vote four (4) ayes, zero (0) nays, motion carried.**

Chairperson Bomberg asked for a motion on the minutes of the meeting and public hearing conducted on December 5, 2018. **Motion by Supervisor Steber to approve the minutes of the meeting and public hearing conducted on December 5, 2018, second by Supervisor Mills, vote four (4) ayes, zero (0) nays, motion carried.**

*There were no persons wishing to address the committee on other zoning related concerns.*

The current bills were reviewed as presented and recommended to the Audit and Budget Committee for approval. **Motion by Supervisor Johnson to approve the bills and recommend to Audit and Budget for approval, second by Supervisor Mills, vote four (4) ayes, zero (0) nays, motion carried.**

***Under discussion/action regarding approval to submit 2019 Bay Lake Regional Planning Commission Technical Assistance Grant Program Application.*** Wolf requested formal approval to submit the 2019 Technical Assistance Grant Application. This grant program provides an opportunity for member counties and municipalities to receive 40 hours of free professional planning assistance if awarded. **Motion by Supervisor Johnson to approve the request to submit the 2019 Technical Assistance Grant Program Application to Bay Lake Regional Planning Commission, second by Supervisor Mills, vote four (4) ayes, zero (0) nays, motion carried.**

***Under discussion/action regarding approval letter of support for 2019 Bay Lake Regional Planning Commission Technical Assistance Grant Program.*** Wolf has prepared a letter of support for County Board approval as one of the requirements of submitting the 2019 Technical Assistance Grant Application. **Motion by Supervisor Steber to forward the letter of support to full County Board for final approval of the 2019 Bay Lake Regional Planning Commission Technical Assistance Grant Program, second by Supervisor Johnson, vote four (4) ayes, zero (0) nays, motion carried.**

***Under discussion/action regarding the ten-year update to the Florence County 20-Year Comprehensive Plan.*** Wolf received a quote from Bay Lake Regional Planning Commission of \$13,000 to update the demographics and goals of the current Florence County 20-Year Comprehensive Plan. The County Comprehensive Plan is required to be updated every ten years. This does not include an update to the Towns 20-Year Comprehensive Plans. The Towns, are not required to have a comprehensive plan or update their current plan if they do not have town zoning ordinances. However, should the Towns choose not to update their current Comprehensive Plan by 2030, they would no longer have the backing of that plan to dispute land use decisions within their town. When the Town and County Comprehensive Plans were created and adopted in 2010, the County applied for and received a Planning Grant through the WI-Department of Administration for both the County and Town plans. These grants ended in 2010 and are not planned for future comprehensive planning. Wolf will continue to work toward funding with approval from the committee.

**Motion by Supervisor Steber to move forward with update to the Florence County 20-Year Comprehensive Plan once funding is secured, second by Supervisor Johnson, vote four (4) ayes, zero (0) nays, motion carried.**

***Under discussion/action regarding Land Information Department update.*** The Register of Deeds office reported the archiving information for the time period December 1, 2018 through December 31, 2018 there was 96 hours worked by two employees and 625 documents archived.

***Under Administrator reports.*** Wolf updated the committee on the court cases. He talked about the upcoming census and the need for awareness to get the word out for the importance of the census count. He also informed the committee that personnel from the zoning office will be attending and hosting the Northeast Wisconsin County Code Administrators (NEWCCA) meeting in Crandon on Thursday January 4, 2018

**Motion by Supervisor Johnson to adjourn, second by Supervisor Steber, vote four (4) ayes, zero (0) nays, motion carried.**

Respectfully submitted,

**Scott Wolf**  
Zoning Administrator  
SW/tk