

June 4, 2021

Minutes of the **Planning and Zoning/Land Information meeting with public hearing** conducted on June 2, 2021 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' Jeanette Bomberg, Sherry Johnson, Joe Mills, Gary Steber and Matt Brunette

Members absent: None

Others present: Tim Bomberg - Town of Florence Chairperson, Lisa Hanson, John Jessen, Laurie Jessen, Ben Barrick, Bekah Barrick, Scott Wolf - Zoning Administrator, 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 five (5) ayes, zero (0) nays, motion carried.**

Chairperson Bomberg asked for a motion on the minutes of the meeting and public hearing conducted on May 5, 2021. **Motion by Supervisor Brunette to approve the minutes of the meeting and public hearing conducted on May 5, 2021, second by Supervisor Johnson, vote five (5) ayes, zero (0) nays, motion carried.**

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

The committee reviewed the current bills as presented and recommended to the Audit and Budget Committee for approval. **Motion by Supervisor Steber to approve the bills, and recommend to Audit and Budget for approval, second by Supervisor Johnson, vote five (5) ayes, zero (0) nays, motion carried.**

Chairperson Bomberg Announced Public Hearing CUP-20210003, request a Conditional Use Permit under Chapter 10, Subchapter 1, Florence County Zoning Ordinance, Section 3.20.7, F. Christmas Tree Sales & Z. Road Side Stand, to operate an onsite Christmas Tree Sales and Road Side Stand Business. Property is NW, SW, & NE, SW, except C&NW RR, US HWY 2 & Parts Sold and Part of NW, SW, AKA PCL 18 of Mary Jessen Elm Grove Parcels all in Section 26, Township 40 North, Range 18 East, Town of Florence, Florence County, WI. Request submitted by Benjamin Barrick.

There was no written or oral correspondence. Wolf reported this is a permitted use in the Agricultural Zoning District under a Conditional Use Permit. The proposed plan shows a 50-foot buffer zone between this business and the neighboring residential properties to the north. The proposed plan also shows where two new access points that are to be created to minimize traffic along the residential areas. At this time, Mr. Barrick submitted into the record a revised plan for public access points to Lot A and Lots B and C. Wolf questioned the marking of trees along the right-of-way and noted the key to keeping the 50-foot buffer to the residential properties. Mr. Barrick noted he is utilizing some of the younger trees for replanting in other areas. The trees within the buffer area will be replaced. Wolf mentioned the possibility of spreading disease or invasive species with the importation of trees for planting and that the applicant follow all local, state or federal regulations and guidelines regarding the importation of trees. Driveway applications will be required for the proposed new access sites. If approved, Wolf would recommend the following conditions that Best Management Practices as set forth by the WI DNR are followed, any and all local, state or federal permits be obtained, that the 50-foot buffer zone as described in the plans be created and maintained. **Motion by Supervisor Steber to approve Conditional Use Permit CUP-20210003 to operate an onsite Christmas tree sales and roadside stand business with the conditions as stated by the Zoning Administrator that Best Management Practices as set forth by the WI DNR are followed, any and all local, state or federal permits be obtained, that a 50-foot buffer zone as described in the proposed plan on the applicant properties being Parcel A, Parcel B and Parcel C be created and maintained, second by Supervisor Johnson, vote five (5) ayes, zero (0) nays, motion carried.**

Chairperson Bomberg announced Public Hearing CUP-20210004, request an After-The-Fact Conditional Use Permit under Chapter 10, Subchapter 1, of the Florence County Comprehensive Zoning Ordinance, Section 6.16, Temporary Uses, to place a travel trailer in an Open Forest Zoning District for more than 30 consecutive days to be used as a temporary dwelling. A seasonal dwelling is anticipated to start construction in 2022. Property is part of S ½ of SW ¼ AKA Parcel 1 of Maple Briar, Section 04, Township 39 North, Range 18 East, Town of Commonwealth, Florence County, WI. Property address is 3902 CTH D. Request submitted by Joseph Klopotic.

There was no written or oral correspondence. Wolf noted the Zoning office was made aware late last fall that the travel trailer has been on the property for some time. The applicant received a notice of non-compliance and initially responded they would remove the trailer by May of 2021. During this past winter, the owners contacted the Zoning Office that their plans had changed and would like to petition for an After-the-Fact Conditional Use Permit for the travel trailer. Wolf noted there is sanitary permit and E-911 fire number already obtained for this property. If approved, he would recommend that any and all local, state or federal permits be obtained and Section 6.16 Temporary of the Comprehensive Zoning Ordinance be adhered to. **Motion by Supervisor Steber to approve Conditional Use Permit CUP-20210004 to place a travel trailer in the Open Forest Zoning District more than thirty consecutive days to be used as a temporary dwelling with the recommendations as stated by the Zoning Administrator that any and all local, state or federal permits be obtained, Section 6.16 Temporary Uses of the Comprehensive Zoning Ordinance be adhered to. The permit is to be reviewed in three years through a Conditional Use Permit before the Planning and Zoning committee, second by Supervisor Mills, vote five (5) ayes, zero (0) nays, motion carried.**

Under discussion/action regarding ordinance review. Wolf reported there in no new formal update other than he is working to have all the updates completed prior to the start of the new Zoning Administrator.

Under discussion/action regarding Land Information Department, update. The Register of Deeds Office reported the archiving information for the time-period May 1, 2021 through May 31, 2021, there were 20 hours worked by one employee with 215 documents archived. Wolf reported the County has received \$8,700 back from Ayres Associates for the 2020 Ortho Imagery Flight. The reimbursement is based on the number of partners signed on to the Wisconsin Regional Orthoimagery Consortium (WROC) 2020 Flight. Wolf informed the committee that the data from the 2020 Orthoimagery Flight will not work in our GIS software as is 4-Band. Wolf has inquired with Ayers Associates for the 3-Band version that will work with our GIS software.

Under administrator reports. Wolf said with this being his last meeting, he expressed his thanks to the Supervisors and the Assistant Zoning Administrator, Trish Kelly for this opportunity. He reported the number zoning permits issued are just at, or above the same number of permits issued in 2020.

Future agenda items. There will be conditional use permits.

Motion by Supervisor Johnson to adjourn, second by Supervisor Brunette, vote five (5) ayes, zero (0) nays, motion carried.

Respectfully submitted,

Scott Wolf
Zoning Administrator

RW/tk