

Jun 22, 2020

Minutes of the **Planning and Zoning/Land Information meeting** conducted on June 3, 2020 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, Gary Steber, Joe Mills, Matt Brunette

Members absent: None

Others present: 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 conducted on May 6, 2020. **Motion by Supervisor Steber to approve the minutes of the meeting conducted on May 6, 2020, 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 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 five (5) ayes, zero (0) nays, motion carried.** Wolf commented that the Land Information bill is over \$20,000 due to the first payment of the Ortho Imagery flight.

***Under discussion/action regarding Land Information Department update.*** Wolf reported the county has been invoiced by Ayers Associates for the first part of the Ortho Imagery flight. He also updated the committee on the Ortho Imagery for 2020 and the LiDAR update which involves the culvert data derivative, this data will help out the county as well as the towns. Ayers Associates is in the quality control phase and looking to have the data available for the county to review by this fall. The Ortho Imagery may tentatively be up and running by the end of 2021, and perhaps the LiDAR as well. These programs are fully budgeted under the 2020 and 2021 Land Information Grant funds. The Register of Deeds Office reported the archiving information for the time period May 1, 2020 through May 31, 2020 there was 20 hours worked by one employee, with 229 documents archived. The Land Information Office continues to work through the Request for Proposal (RFP) for survey corner monumentation. Donna Liebergen, Treasurer/Property Lister will be attending the Wisconsin Land Information Association (WLIA) Spring Conference via webinar, and she will also be registering for the redistricting portion of the conference. There is a pilot program that has just started with the county and municipal clerks regarding redistricting, to determine if the towns want to set their boundary wards or have the county do it, this will need to be facilitated.

**Discussion/action regarding Florence County 20-Year Comprehensive Plan update.** The first Town/County Advisory Committee meeting was conducted on May 28, 2020 via teleconference through zoom, with Harry Graham, Community Assistance Planner with Bay Lake Regional Planning Commission. The platform went well and there was good discussion and interaction with the committee members. There was initially a workshop proposed in the public participation plan and discussed this briefly at the meeting. There is a survey option that Bay Lake Regional Planning Commission does facilitate instead of doing the actual workshop. We are looking into doing the survey to potentially take the place of the actual workshop to allow for more feedback to the plan.

**Under discussion/action regarding Old County Road D in the Town of Commonwealth.** Wolf informed the committee there has been issues in the past with delivery companies finding Old County Road D. We thought the matter was resolved as the post office had it labeled a certain way, however, there continues to be issues. Between the road sign, fire sign and the mapping there are three different labels. Rather than changing the fire signs, the Town of Commonwealth has agreed to change the road name and has ordered a new sign to reflect that change. All agencies involved will be notified of the change.

**Under administrator reports.** Wolf gave an update on the court cases. Board of Adjustment hearing to be rescheduled for end of July 2020 on one of those cases. Working with property owner on a fence issue on Keyes Lake property within the 75-foot setback to the water, proposing a hedge or established plantings in place of the fence. Spoke with Town of Aurora personnel regarding a property on Grove Street and asked to stay informed. Mary Seggelink was in the office and requested the interest money from LSL Landfill escrow account be paid to them. This item will be placed on the July 1, 2020 P&Z agenda. Wolf reported on an excavator on Fisher Lake property, in which the owner placed a dock in the water and had to remove large stump to do so. The owner was directed to install silt fence and revegetate the area where the disturbance occurred, and to contact the Department of Natural Resources for the dock and any work that may be done below the ordinary high water mark. Wolf reported he was contacted by the Health Department to aid in an investigation for health and safety on a property. Wolf also reported the number of building and sanitary permits are up from 2019. Also, informed the committee that the sanitary/pump notices are in the process of being folded, stuffed and sealed and will be mailed as soon as completed.

**Under future agenda items.** There will be four or five public hearings and the LSL Landfill request.

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

Respectfully submitted,

**Scott Wolf**  
Zoning Administrator

SW/tk