



MANITOWOC COUNTY

PLANNING AND PARK COMMISSION

MEETING NOTICE

DATE: Monday, January 23, 2017
TIME: 4:00 P.M.
PLACE: MANITOWOC COUNTY OFFICE COMPLEX
4319 EXPO DRIVE, MANITOWOC, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the commission may convene in closed session. The following matters may be considered at the meeting:

- I. Call to Order - Roll Call
- II. Approval of Minutes
- III. Approval of Agenda – “Open Meeting Law Compliance”
- IV. Public Comment
- V. Public Hearings – Discussion and possible action:
 1. **Donald and Dorothy Cenefelt** – ZMAR, NE1/4, SE1/4, Section 11, T21N-R22E, Town of Cooperstown, from Exclusive Agriculture (EA) to Large Estate (LE).
 2. **Leroy and Rosemary Meles** – ZMAR, NE1/4, NE1/4, Section 3, T21N-R22E, Town of Cooperstown, from Exclusive Agriculture (EA) to Large Estate (LE) and General Agriculture (GA).
 3. **Larry Troyer** – ZMAR, NE1/4, NE1/4, Section 13, T19N-R21E, Town of Rockland, from Large Estate (LE) to General Agriculture (GA).
 4. **Wallace and Faye Rusch** – ZMAR, NW1/4, NE1/4, Section 1, T19N-R21E, Town of Rockland, from Exclusive Agriculture (EA) to General Agriculture (GA).
 5. **Bruce Meissner Et UX** – ZMAR, NW1/4, NE1/4, Section 1, T19N-R21E, Town of Rockland, from Rural Residential (RR) to General Agriculture (GA).
- VI. Certified Surveys, Development Plans and Subdivisions – Discussion and possible action:
 1. **Larry Troyer** – Variance Request, NE1/4, NE1/4, Section 13, T19N-R21E, Town of Rockland
 2. **Wallace and Faye Rusch** – Variance Request, NW1/4, NE1/4, Section 1, T19N-R21E, Town of Rockland
 3. **Soaring Eagle Dairy** – Variance Request, SE/NE¼, NE¼, Section 6, T17N-R23E, Town of Centerville
 4. **Frances Durkee** – Variance Request, S½, SW¼, NE¼, Section 1, T18N-R21E, Town of Eaton
- VII. Present and discuss grant resolution to accept snowmobile bridge aid from the state of Wisconsin.
- VIII. Discussion and acceptance of resolution for Point Creek Timber Harvest.
- IX. Discussion and acceptance of resolution to accept funding from ATC Community Planting program donation.
- X. Postponed: Discussion and possible action on Comprehensive Ordinance Revision for Chapter 13 of the Manitowoc County Code titled “Private Sewage Systems Ordinance”.
- XI. Miscellaneous:
 1. Staff Reports – None
 2. Personnel – None
 3. Correspondence – Letter from John Valenta; concerned about installation of Wind Towers in Mishicot
Email from Brian Reif in favor of Wind Towers in Mishicot
 4. Out of County Trips – WCCA Spring Conference, March 30 – March 31, 2017, 3 staff members – Mosinee, WI
 5. Other Matters - Election of Vice President
- XII. Next Meeting Date – February 27, 2017
- XIII. Adjournment

Date: January 17, 2017

Melvin Waack, Commission Chair
By: Tim Ryan, Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this commission, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MANITOWOC COUNTY PLANNING AND PARK COMMISSION
MINUTES OF THE REGULAR JANUARY 23, 2017 MEETING

Call to Order – Roll Call

The Regular January 23, 2017 meeting of the Manitowoc County Planning and Park Commission was called to order by Chairperson Waack at 4:00 p.m. in the County Offices Complex, 4319 Expo Drive, Manitowoc, WI.

Roll call of Commissioners present: Mr. Waack, Mr. Vogt, Ms. Muench, Mr. Zimmer, Mr. Dyzak, Mr. Korinek and Mr. Falkowski.

Staff present: Tim Ryan, Gary Robinson and Aprille Calewarts

Approval of Minutes – Open Meeting Law Compliance

Chairman Waack called for a motion to accept the Minutes of the regular November 28, 2016 meeting. Motion to accept the Minutes was made by Ms. Muench and seconded by Mr. Korinek. Motion passed upon a unanimous voice vote.

Approval of Agenda: Motion made by Mr. Falkowski and seconded by Mr. Vogt to approve the Agenda as presented. Motion passed upon a unanimous voice vote.

Open Meeting Law Compliance: Mr. Ryan read the Open Meeting Law Compliance stating that the petitions seeking Zoning Map and Ordinance Amendments being heard at this public meeting were referred from the County Clerk; published in the Herald-Times Reporter on January 9, 2017; January 13, 2017 and January 16, 2017 reviewed by the Commission at a Commission Meeting held on January 23, 2017. The Commission will make a recommendation on each of these requests to the County Board, who will take action at their February 14, 2017 meeting.

Public Comment: Mr. Waack asked if there was anyone who wished to speak on any topic other than the public hearings.

There was no one to speak. Mr. Waack closed Public Comment.

Public Hearings – Discussion and possible action:

1. **Donald and Dorothy Cenefelt** – ZMAR, NE1/4, SE1/4, Section 11, T21N-R22E, Town of Cooperstown, from Exclusive Agriculture (EA) to Large Estate (LE).

Mr. Ryan read the Agenda Commentary (copy on file).

Mr. Waack asked if there was anyone to comment on this request.

There was no one to speak; Mr. Waack closed the Public Hearing.

Motion was made by Mr. Falkowski and seconded by Mr. Korinek to approve the request. Motion passed upon a unanimous voice vote.

2. **Leroy and Rosemary Meles** – ZMAR, NE1/4, NE1/4, Section 3, T21N-R22E, Town of Cooperstown, from Exclusive Agriculture (EA) to Large Estate (LE) and General Agriculture (GA).

Mr. Ryan read the Agenda Commentary (copy on file).

Mr. Waack asked if there was anyone to comment on this request.

There was no one to speak; Mr. Waack closed the Public Hearing.

Mr. Vogt questioned the acreage listed on the survey to the request.

Mr. Ryan stated the survey came in after the application was processed and all rezones are noted as approximate acreage.

Motion was made by Mr. Korinek and seconded by Mr. Zimmer to approve the request. Motion passed upon a unanimous voice vote.

3. **Larry Troyer** – ZMAR, NE1/4, NE1/4, Section 13, T19N-R21E, Town of Rockland, from Large Estate (LE) to General Agriculture (GA).

Mr. Ryan read the Agenda Commentary (copy on file).

Mr. Waack asked if there was anyone to comment on this request.

There was no one to speak; Mr. Waack closed the Public Hearing.

Motion was made by Ms. Muench and seconded by Mr. Vogt to approve the request. Motion passed upon a unanimous voice vote.

4. **Wallace and Faye Rusch** – ZMAR, NW1/4, NE1/4, Section 1, T19N-R21E, Town of Rockland, from Exclusive Agriculture (EA) to General Agriculture (GA).

Mr. Ryan read the Agenda Commentary (copy on file).

Mr. Waack asked if there was anyone to comment on this request.

Ms. Donna Petska spoke, informing the Commission the Rusch's, Meissner's and the Kauffman's were present if there were any questions.

There was no one else to speak. Mr. Waack closed the Public Hearing.

Motion was made by Mr. Zimmer and seconded by Mr. Falkowski to approve the request. Motion passed upon a unanimous voice vote.

5. **Bruce Meissner Et UX** – ZMAR, NW1/4, NE1/4, Section 1, T19N-R21E, Town of Rockland, from Rural Residential (RR) to General Agriculture (GA).

Mr. Ryan read the Agenda Commentary (copy on file).

Mr. Waack asked if there was anyone to comment on this request.

There was no one to speak; Mr. Waack closed the Public Hearing.

Motion was made by Ms. Muench and seconded by Mr. Falkowski to approve the request.
Motion passed upon a unanimous voice vote.

Certified Surveys, Development Plans and Subdivisions – Discussion and possible action:

1. **Larry Troyer** – Variance Request, NE1/4, NE1/4, Section 13, T19N-R21E, Town of Rockland.

Mr. Ryan read a summary of the request (copy on file).

There was no one to speak.

A motion was made by Mr. Waack to approve and seconded by Mr. Vogt. Motion passed upon a unanimous voice vote.

2. **Wallace and Faye Rusch** – Variance Request, NW1/4, NE1/4, Section 1, T19N-R21E, Town of Rockland.

Mr. Ryan read a summary of the request (copy on file).

There was no one to speak.

A motion was made by Mr. Vogt to approve and seconded by Ms. Muench. Motion passed upon a unanimous voice vote.

3. **Soaring Eagle Dairy** – Variance Request, SE/NE¼, NE¼, Section 6, T17N-R23E, Town of Centerville.

Mr. Ryan read a summary of the request (copy on file).

Mr. Jeremy Klotz, applicant, spoke stating he is planning to build a home and the parcel was rezoned by the Town of Centerville. He continued to state he had planned to put a knock-out in the driveway so emergency vehicles can pass safely.

Mr. Russ Tooley, Zoning Administrator, for the Town of Centerville spoke, stating the Planning and Zoning Commission for the Town of Centerville approves the request.

A motion was made by Ms. Muench to approve and seconded by Mr. Korinek. Motion passed upon a unanimous voice vote.

4. **Frances Durkee** – Variance Request, S½, SW¼, NE¼, Section 1, T18N-R21E, Town of Eaton.

Mr. Ryan read a summary of the request (copy on file).

There was no one to speak.

A motion was made by Mr. Waack to approve and seconded by Mr. Falkowski. Motion passed upon a unanimous voice vote.

Present and discuss grant resolution to accept snowmobile bridge aid from the state of Wisconsin.

Mr. Robinson gave an overview for the construction of two bridges west of Reedsville on a railroad. He stated this grant would pay for 100% of the construction and currently groomers and snowmobilers cannot get across the wet areas causing unsafe practices.

Mr. Waack questioned the monies the Commission approved prior for the snowmobile clubs, wondering if this money comes from the same fund.

Mr. Robinson confirmed it is the same fund and came from the creation of the trail pass, registration and gas tax.

Mr. Falkowski questioned the life expectancy and materials used.

Mr. Robinson informed the bridges would be made out of steel and wood. He also informed he would need to check on the life expectancy, the bridges would be moveable if needed so they could always use them elsewhere.

There was no one else to speak.

A motion was made by Mr. Korinek to approve and seconded by Mr. Falkowski. Motion passed upon a unanimous voice vote.

Discussion and acceptance of resolution for Point Creek Timber Harvest.

Mr. Robinson gave an overview of the resolution request.

The Commission had questions about any excess funds not used and if planting / harvesting will be repeated in the future.

Mr. Robinson informed the excess funds will remain with this park by making the funds a set aside for this park. He continued to state they are looking to put the park back to its original natural state and is not intended to be planted for re-harvest.

Mr. Korinek stated he would like the funds to stay with the park.

There was no one else to speak.

A motion was made by Mr. Dyzak to approve and seconded by Ms. Muench. Motion passed upon a unanimous voice vote.

Discussion and acceptance of resolution to accept funding from ATC Community Planting program donation.

Mr. Robinson gave an overview of the resolution request.

There was no one to speak.

A motion was made by Mr. Waack to approve and seconded by Mr. Vogt. Motion passed upon a unanimous voice vote.

Postponed: Discussion and possible action on Comprehensive Ordinance Revision for Chapter 13 of the Manitowoc County Code titled “Private Sewage Systems Ordinance”.

This item will remain postponed.

End of discussion.

Miscellaneous:

Correspondence –

Letter from John Valenta; concerned about installation of Wind Towers in Mishicot
Email from Brian Reif in favor of Wind Towers in Mishicot

Mr. Ryan stated the correspondence are for informational purposes.

Out of County Trips –

WCCA Spring Conference, March 30 – March 31, 2017, 3 staff members – Mosinee, WI
Mr. Ryan gave an overview of the conference.

Mr. Ryan gave an overview of the conference.

A motion was made by Ms. Muench to approve and seconded by Mr. Vogt. Motion passed upon a unanimous voice vote.

Other Matters –

Election of Vice Chairperson

Ms. Muench nominated Mr. Vogt for Vice Chairperson.

There were no other nominations. Mr. Waack closed the nominations for Vice Chairperson.

A motion was made by Mr. Waack for Mr. Vogt for Vice Chair and seconded by Mr. Falkowski. Motion passed upon a unanimous voice vote.

Next Meeting Date: Next meeting is scheduled for Monday, February 27, 2017.

Adjournment: Motion to adjourn was made and seconded to adjourn at 4:38 pm. Motion passed upon a unanimous voice vote.

Respectfully submitted,

Mr. Zimmer, Secretary

Date



MANITOWOC COUNTY PLANNING AND PARK COMMISSION ADVISORY MEETING NOTICE

DATE: MONDAY, January 23, 2017
TIME: ► 3:30 P.M. ◄
PLACE: MANITOWOC COUNTY OFFICE COMPLEX
4319 EXPO DRIVE, MANITOWOC, WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the commission may convene in closed session. The following matters may be considered at the meeting:

- I. Call to Order - Roll Call
- II. Approval of Minutes - Approval of Agenda
"Open Meeting Law Compliance"
- III. Discussion Pertaining to Public Hearings of:
 1. **Donald and Dorothy Cenefelt** – ZMAR, NE1/4, SE1/4, Section 11, T21N-R22E, Town of Cooperstown, from Exclusive Agriculture (EA) to Large Estate (LE)
 2. **Leroy and Rosemary Meles** – ZMAR, NE1/4, NE1/4 Section 3, T21N-R22E, Town of Cooperstown, from Exclusive Agriculture (EA) to Large Estate (LE) and General Agriculture (GA)
 3. **Larry Troyer** – ZMAR, NE1/4, NE1/4 Section 13, T19N-R21E, Town of Rockland, from Large Estate (LE) to General Agriculture (GA)
 4. **Wallace and Faye Rusch** – ZMAR, NW1/4, NE1/4 Section 1, T19N-R21E, Town of Rockland, from Exclusive Agriculture (EA) to General Agriculture (GA)
 5. **Bruce Meissner Et UX** – ZMAR, NW1/4, NE1/4, Section 1, T19N-R21E, Town of Rockland, from Rural Residential (RR) to General Agriculture (GA).
- IV. Adjournment

Date: January 11, 2017

Melvin Waack, Commission Chair
By: Tim Ryan, Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this commission, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MANITOWOC COUNTY PLANNING AND PARK COMMISSION
MINUTES OF THE ADVISORY MEETING
January 23, 2017

Call to Order – Roll Call

The Advisory Meeting of the Manitowoc County Planning and Park Commission was called to order January 23, 2017 by Chairperson Waack at 3:30 p.m. in the County Offices Complex, 4319 Expo Drive, Manitowoc, WI.

Commissioners present: Mr. Waack, Mr. Vogt, Ms. Muench, Mr. Dyzak, Mr. Korinek and Mr. Falkowski

Commissioners Absent: Mr. Zimmer

Staff present: Tim Ryan

Discussion of Public Hearing Information

Mr. Ryan presented information for the following Zoning Map Amendments and Text Amendment for Commissioners' review:

1. **Donald and Dorothy Cenefelt** – ZMAR, NE1/4, SE1/4, Section 11, T21N-R22E, Town of Cooperstown, from Exclusive Agriculture (EA) to Large Estate (LE)
2. **Leroy and Rosemary Meles** – ZMAR, NE1/4, NE1/4 Section 3, T21N-R22E, Town of Cooperstown, from Exclusive Agriculture (EA) to Large Estate (LE) and General Agriculture (GA)
3. **Larry Troyer** – ZMAR, NE1/4, NE1/4 Section 13, T19N-R21E, Town of Rockland, from Large Estate (LE) to General Agriculture (GA)
4. **Wallace and Faye Rusch** – ZMAR, NW1/4, NE1/4 Section 1, T19N-R21E, Town of Rockland, from Exclusive Agriculture (EA) to General Agriculture (GA)
5. **Bruce Meissner Et UX** – ZMAR, NW1/4, NE1/4, Section 1, T19N-R21E, Town of Rockland, from Rural Residential (RR) to General Agriculture (GA).

ADJOURNMENT – Meeting adjourned at 4:00 p.m.



MANITOWOC COUNTY

PLANNING AND PARK COMMISSION

MEETING NOTICE

DATE: **Monday, March 27, 2017**
TIME: 4:00 P.M.
PLACE: MANITOWOC COUNTY OFFICE COMPLEX
4319 EXPO DRIVE, MANITOWOC, WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the commission may convene in closed session. The following matters may be considered at the meeting:

- I. Call to Order - Roll Call
- II. Approval of Minutes
- III. Approval of Agenda - "Open Meeting Law Compliance"
- IV. Public Comment
- V. Public Hearings – Discussion and possible action:
 1. **Brian & Lisa Kienbaum** – ZMAR, NW1/4, NW1/4, Section 20, T17N-R21E, Town of Schleswig, from Large Estate (LE) to Small Estate (SE).
 2. **Merlin Buechel** – ZMAR, NE1/4, NE1/4 Section 13, T17N-R21E, Town of Schleswig, from General Agriculture (GA) to Small Estate (SE).
 3. **Estate of Jeffrey Fencel** – ZMAR, SW1/4, NE1/4, Section 10, T20N, R24E, Town of Mishicot, from General Agriculture (GA) to Large Estate (LE).
 4. **Renae Riesterer** – ZMAR, NW1/4, NE1/4 Section 32, T18N-R21E, Town of Eaton, from Exclusive Agriculture (EA) to Large Estate (LE).
 5. **Lucille Rutherford** – ZMAR, NW1/4, NW1/4, Section 8, T18N-R22E, Town of Liberty, from Exclusive Agriculture (EA) to Small Estate (SE).
 6. **Sheboygan County Planning and Conservation Department** - petition for an amendment to the Manitowoc County Floodplain Zoning Ordinance to adopt the dam failure analysis downstream of the Sheboygan Marsh Dam located in the SW1/4, SE1/4 of Section 13, T16N-R20E, Sheboygan County.
- VI. Certified Surveys, Development Plans and Subdivisions – Discussion and possible action: **NONE**
- VII. Discussion and acceptance on 2017 snowmobile resolution.
- VIII. Discussion and acceptance on Resolution Authorizing Commencement of Suit for Ordinance Violation for Yvonne Zimmer.
- IX. Discussion and possible action on transferring Real Property Lister duties to Planning and Zoning.
- X. Discussion and possible action on transferring Park Administration duties to Planning and Zoning.
- XI. Postponed: Discussion and possible action on Comprehensive Ordinance Revision for Chapter 13 of the Manitowoc County Code titled "Private Sewage Systems Ordinance".
- XII. Miscellaneous:
 1. Staff Reports - None
 2. Personnel - None
 3. Correspondence – United States Dept. of the Interior, Fish and Wildlife Service letter
 4. Out of County Trips – None
 5. Other Matters – None
- XIII. Next Meeting Date – April 24, 2017
- XIV. Adjournment

Date: March 7, 2017

Melvin Waack, Commission Chair
By: Tim Ryan, Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this commission, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MANITOWOC COUNTY PLANNING AND PARK COMMISSION
MINUTES OF THE REGULAR MARCH 27, 2017 MEETING

Call to Order – Roll Call

The Regular March 27, 2017 meeting of the Manitowoc County Planning and Park Commission was called to order by Chairperson Waack at 4:00 p.m. in the County Offices Complex, 4319 Expo Drive, Manitowoc, WI.

Roll call of Commissioners present: Mr. Waack, Mr. Vogt, Mr. Zimmer, Mr. Dyzak, Mr. Korinek and Mr. Falkowski.

Commissioners absent: Ms. Muench

Staff present: Tim Ryan, Pete Tarnowski, Kaila Boeckman and Aprille Calewarts

Approval of Minutes – Open Meeting Law Compliance

Chairman Waack called for a motion to accept the Minutes of the regular January 23, 2017 meeting. Motion to accept the Minutes was made by Mr. Zimmer and seconded by Mr. Vogt. Motion passed upon a unanimous voice vote.

Approval of Agenda: Motion made by Mr. Dyzak and seconded by Mr. Falkowski to approve the Agenda as presented. Motion passed upon a unanimous voice vote.

Open Meeting Law Compliance: Mr. Ryan read the Open Meeting Law Compliance stating that the petitions seeking Zoning Map and Ordinance Amendments being heard at this public meeting were referred from the County Clerk; published in the Herald-Times Reporter on March 13, 2017 and March 20, 2017 reviewed by the Commission at a Commission Meeting held on March 27, 2017. The Commission will make a recommendation on each of these requests to the County Board, who will take action at their April 11, 2017 meeting.

Public Comment: Mr. Waack asked if there was anyone who wished to speak on any topic other than the public hearings.

Mr. Mike Keltesch spoke, stating the neighbor's lot to the south of him has a dog grooming business being ran and does not believe there was a permit for this.

Mr. Waack informed Mr. Keltesch this would be a matter that needed to be looked into.

Mr. Ryan informed Mr. Keltesch our department needs to research this issue and he should contact us at a later date.

Mr. Waack closed Public Comment.

Public Hearings – Discussion and possible action:

1. **Brian & Lisa Kienbaum** – ZMAR, NW1/4, NW1/4, Section 20, T17N-R21E, Town of Schleswig, from Large Estate (LE) to Small Estate (SE).

Mr. Ryan read the Agenda Commentary (copy on file).

Mr. Waack asked if there was anyone to comment on this request.

Mr. Kienbaum informed he would like to rezone to separate some of the property to build a home.

Mr. Mike Keltesch, a neighbor, questioned the rezone request.

Mr. Waack informed Mr. Keltesch the Town did approve of this request.

There was no one else to speak; Mr. Waack closed the Public Hearing.

Mr. Korinek questioned the placement of the current tanks.

Mr. Kienbaum informed he was going to put in a new septic system to the south of the current tanks.

Motion was made by Mr. Zimmer and seconded by Mr. Korinek to approve the request. Motion passed upon a unanimous voice vote.

2. **Merlin Buechel** – ZMAR, NE1/4, NE1/4 Section 13, T17N-R21E, Town of Schleswig, from General Agriculture (GA) to Small Estate (SE).

Mr. Ryan read the Agenda Commentary (copy on file).

Mr. Waack asked if there was anyone to comment on this request.

There was no one to speak; Mr. Waack closed the Public Hearing.

Motion was made by Mr. Korinek and seconded by Mr. Falkowski to approve the request. Motion passed upon a unanimous voice vote.

3. **Estate of Jeffrey FencI** – ZMAR, SW1/4, NE1/4, Section 10, T20N, R24E, Town of Mishicot, from General Agriculture (GA) to Large Estate (LE).

Mr. Ryan read the Agenda Commentary (copy on file).

Mr. Waack asked if there was anyone to comment on this request.

Mr. Chuck Hoffman, land owner to the north, spoke indicating he owns the 40 acres and the driveway access they will need to be using and currently have an easement for the use of the driveway. He stated he is in favor of the rezone request, but a variance will need to be obtained for right-a-way access.

Mr. Dyzak questioned if the applicant knows about needing a variance.

Mr. Ryan stated the surveyor contacted the applicant.

Mr. Paul FencI Jr. and Chris Vanderveren spoke indicating the parcel is being surveyed for precautionary purposes, and they are asking to rezone for the future aspirations.

There was no one else to speak; Mr. Waack closed the Public Hearing.

Motion was made by Mr. Zimmer and seconded by Mr. Vogt to approve the request. Motion passed upon a unanimous voice vote.

4. **Renae Riesterer** – ZMAR, NW1/4, NE1/4 Section 32, T18N-R21E, Town of Eaton, from Exclusive Agriculture (EA) to Large Estate (LE).

Mr. Ryan read the Agenda Commentary (copy on file).

Mr. Waack asked if there was anyone to comment on this request.

There was no one else to speak. Mr. Waack closed the Public Hearing.

Motion was made by Mr. Vogt and seconded by Mr. Falkowski to approve the request. Motion passed upon a unanimous voice vote.

5. **Lucille Rutherford** – ZMAR, NW1/4, NW1/4, Section 8, T18N-R22E, Town of Liberty, from Exclusive Agriculture (EA) to Small Estate (SE).

Mr. Ryan read the Agenda Commentary (copy on file).

Mr. Waack asked if there was anyone to comment on this request.

Ms. Rutherford indicated she is there to answer any questions and she is separating the farmland from the residence.

There was no one else to speak; Mr. Waack closed the Public Hearing.

Motion was made by Mr. Falkowski and seconded by Mr. Zimmer to approve the request. Motion passed upon a unanimous voice vote.

6. **Sheboygan County Planning and Conservation Department** - petition for an amendment to the Manitowoc County Floodplain Zoning Ordinance to adopt the dam failure analysis downstream of the Sheboygan Marsh Dam located in the SW1/4, SE1/4 of Section 13, T16N-R20E, Sheboygan County.

Mr. Tarnowski gave an overview of the request and explained the importance.

There was no one to speak; Mr. Waack closed the Public Hearing.

The Commission questioned whether the amendment stays with the ordinance and who takes care of the amendment.

Mr. Tarnowski stated the amendment does permanently stay with the ordinance unless the dam should be rebuilt or something similar changes. It is added to the appendix of the ordinance and that is taken care of in the Planning and Zoning office.

Motion was made by Mr. Vogt and seconded by Mr. Falkowski to approve the request. Motion passed upon a unanimous voice vote.

Certified Surveys, Development Plans and Subdivisions – Discussion and possible action: NONE

Discussion and acceptance on 2017 snowmobile resolution.

Mr. Tarnowski gave an overview.

End of discussion.

A motion was made by Mr. Dyzak to approve and seconded by Mr. Zimmer. Motion passed upon a unanimous voice vote.

Discussion and acceptance on Resolution Authorizing Commencement of Suit for Ordinance Violation for Yvonne Zimmer.

Ms. Boeckman gave an overview of the violation.

Mr. Falkowski questioned if there was a limit to the number of items for a violation and what protocol is.

Ms. Boeckman stated a complaint is usually what starts the process and then the town would need to pursue it first. If there is not compliance, then the Town comes to us. She informed there is an Ordinance which lays out what is considered junk.

End of discussion.

A motion was made by Mr. Dyzak to approve and seconded by Mr. Zimmer. Motion passed upon a unanimous voice vote.

Discussion and possible action on transferring Real Property Lister duties to Planning and Zoning.

Mr. Ryan gave an overview regarding the transferring of the Real Property Lister.

End of discussion.

Discussion and possible action on transferring Park Administration duties to Planning and Zoning.

Mr. Ryan gave an overview regarding the transferring of the Park Administration.

End of discussion.

Postponed: Discussion and possible action on Comprehensive Ordinance Revision for Chapter 13 of the Manitowoc County Code titled "Private Sewage Systems Ordinance".

This item will remain postponed.

End of discussion.

Miscellaneous:

Correspondence –

United States Dept. of the Interior, Fish and Wildlife Service letter

Mr. Tarnowski stated the correspondence is a reauthorization of a costal barrier Manitowoc County already has.

Next Meeting Date: Next meeting is scheduled for Monday, April 24, 2017.

Adjournment: Motion to adjourn was made by Mr. Vogt and seconded by Mr. Korinek to adjourn at 4:45 pm. Motion passed upon a unanimous voice vote.

Respectfully submitted,

Mr. Zimmer, Secretary

Date



MANITOWOC COUNTY PLANNING AND PARK COMMISSION ADVISORY MEETING NOTICE

DATE: MONDAY, March 27, 2017
TIME: ► 3:30 P.M. ◄
PLACE: MANITOWOC COUNTY OFFICE COMPLEX
4319 EXPO DRIVE, MANITOWOC, WI

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"Open Meeting Law Compliance"
- III. Discussion Pertaining to Public Hearings of:
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 2. **Merlin Buechel** – ZMAR, NE1/4, NE1/4 Section 13, T17N-R21E, Town of Schleswig, from General Agriculture (GA) to Small Estate (SE).
 3. **Estate of Jeffrey FencI** – ZMAR, SW1/4, NE1/4, Section 10, T20N, R24E, Town of Mishicot, from General Agriculture (GA) to Large Estate (LE).
 4. **Renae Riesterer** – ZMAR, NW1/4, NE1/4 Section 32, T18N-R21E, Town of Eaton, from Exclusive Agriculture (EA) to Large Estate (LE).
 5. **Lucille Rutherford** – ZMAR, NW1/4, NW1/4, Section 8, T18N-R22E, Town of Liberty, from Exclusive Agriculture (EA) to Small Estate (SE).
 6. **Sheboygan County Planning and Conservation Department** - petition for an amendment to the Manitowoc County Floodplain Zoning Ordinance to adopt the dam failure analysis downstream of the Sheboygan Marsh Dam located in the SW1/4, SE1/4 of Section 13, T16N-R20E, Sheboygan County.
- IV. Adjournment

Date: March 6, 2017

Melvin Waack, Commission Chair
By: Tim Ryan, Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this commission, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MANITOWOC COUNTY PLANNING AND PARK COMMISSION
MINUTES OF THE ADVISORY MEETING
March 27, 2017

Call to Order – Roll Call

The Advisory Meeting of the Manitowoc County Planning and Park Commission was called to order March 27, 2017 by Chairperson Waack at 3:30 p.m. in the County Offices Complex, 4319 Expo Drive, Manitowoc, WI.

Commissioners present: Mr. Waack, Mr. Vogt, Mr. Zimmer, Mr. Dyzak, Mr. Korinek and Mr. Falkowski

Commissioners Absent: Ms. Muench

Staff present: Tim Ryan

Discussion of Public Hearing Information

Mr. Ryan presented information for the following Zoning Map Amendments and Text Amendment for Commissioners' review:

1. **Brian & Lisa Kienbaum** – ZMAR, NW1/4, NW1/4, Section 20, T17N-R21E, Town of Schleswig, from Large Estate (LE) to Small Estate (SE).
2. **Merlin Buechel** – ZMAR, NE1/4, NE1/4 Section 13, T17N-R21E, Town of Schleswig, from General Agriculture (GA) to Small Estate (SE).
3. **Estate of Jeffrey FencI** – ZMAR, SW1/4, NE1/4, Section 10, T20N, R24E, Town of Mishicot, from General Agriculture (GA) to Large Estate (LE).
4. **Renae Riesterer** – ZMAR, NW1/4, NE1/4 Section 32, T18N-R21E, Town of Eaton, from Exclusive Agriculture (EA) to Large Estate (LE).
5. **Lucille Rutherford** – ZMAR, NW1/4, NW1/4, Section 8, T18N-R22E, Town of Liberty, from Exclusive Agriculture (EA) to Small Estate (SE).
6. **Sheboygan County Planning and Conservation Department** - petition for an amendment to the Manitowoc County Floodplain Zoning Ordinance to adopt the dam failure analysis downstream of the Sheboygan Marsh Dam located in the SW1/4, SE1/4 of Section 13, T16N-R20E, Sheboygan County.

ADJOURNMENT – Meeting adjourned at 4:00 p.m.



MANITOWOC COUNTY

PLANNING AND PARK COMMISSION

MEETING NOTICE

DATE: **Monday, April 24, 2017**
TIME: 4:00 P.M.
PLACE: MANITOWOC COUNTY OFFICE COMPLEX
4319 EXPO DRIVE, MANITOWOC, WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the commission may convene in closed session. The following matters may be considered at the meeting:

- I. Call to Order - Roll Call
- II. Approval of Minutes
- III. Approval of Agenda - "Open Meeting Law Compliance"
- IV. Public Comment
- V. Public Hearings – Discussion and possible action:
 1. **SDA Ahnapee LLC** – ZMAR, NW1/4, NW1/4, Section 31, T21N-R23E, Town of Gibson, from Exclusive Agriculture (EA) to General Agriculture (GA).
- VI. Certified Surveys, Development Plans and Subdivisions – Discussion and possible action:
 1. **Estate of Jeffrey FencI**- Variance Request, SW1/4, NE1/4, Section 10, T20N, R24E, Town of Mishicot.
 2. **Jon & Melissa Diederichs** – Variance Request, NW1/4, SW1/4, and SW1/4, NW1/4, Section 14, T19N, R23E, Town of Manitowoc Rapids.
- VII. Discussion and possible action on policy relating to requests to amend the Manitowoc County Farmland Preservation Plan.
- VIII. Postponed: Discussion and possible action on Comprehensive Ordinance Revision for Chapter 13 of the Manitowoc County Code titled "Private Sewage Systems Ordinance".
- IX. Miscellaneous:
 1. Staff Reports - None
 2. Personnel - None
 3. Correspondence - Letter from Mr. & Mrs. Carpenter in favor of camping at 141 Speedway and request to reconsider.
 4. Out of County Trips - None
 5. Other Matters - None
- X. Next Meeting Date – May 22, 2017
- XI. Adjournment

Date: April 13, 2017

Melvin Waack, Commission Chair
By: Tim Ryan, Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this commission, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MANITOWOC COUNTY PLANNING AND PARK COMMISSION
MINUTES OF THE REGULAR APRIL 24, 2017 MEETING

Call to Order – Roll Call

The Regular April 24, 2017 meeting of the Manitowoc County Planning and Park Commission was called to order by Chairperson Waack at 4:00 p.m. in the County Offices Complex, 4319 Expo Drive, Manitowoc, WI.

Roll call of Commissioners present: Mr. Waack, Mr. Vogt, Mr. Zimmer, Mr. Dyzak, Mr. Korinek, Ms. Muench and Mr. Falkowski.

Staff present: Tim Ryan, Pete Tarnowski and Aprille Calewarts

Approval of Minutes – Open Meeting Law Compliance

Chairman Waack called for a motion to accept the Minutes of the regular March 27, 2017 meeting. Motion to accept the Minutes was made by Mr. Vogt and seconded by Mr. Korinek. Motion passed upon a unanimous voice vote.

Approval of Agenda: Motion made by Mr. Zimmer and seconded by Ms. Muench to approve the Agenda as presented. Motion passed upon a unanimous voice vote.

Open Meeting Law Compliance: Mr. Ryan read the Open Meeting Law Compliance stating that the petitions seeking Zoning Map and Ordinance Amendments being heard at this public meeting were referred from the County Clerk; published in the Herald-Times Reporter on April 10, 2017 and April 17, 2017 reviewed by the Commission at a Commission Meeting held on April 24, 2017. The Commission will make a recommendation on each of these requests to the County Board, who will take action at their May 16, 2017 meeting.

Public Comment: Mr. Waack asked if there was anyone who wished to speak on any topic other than the public hearings.

There was no one to speak. Mr. Waack closed Public Comment.

Public Hearings – Discussion and possible action:

1. **SDA Ahnapee LLC** – ZMAR, NW1/4, NW1/4, Section 31, T21N-R23E, Town of Gibson, from Exclusive Agriculture (EA) to General Agriculture (GA).

Mr. Ryan read the Agenda Commentary (copy on file).

Mr. Waack asked if there was anyone to comment on this request.

Mr. Steve Frassetto, agent for SDA Ahnapee LLC, spoke indicating the reason for the rezone request and is in favor of the request.

Mr. Korinek questioned the amount of land to be used for parking.

Mr. Frassetto stated the area to be rezoned is 15.76 acres and that is how the Town put their documentation together. The total parking area would be less than 10 acres.

Mr. Jim Theyerl, spoke in favor of the request.

Mr. Larry Schneider, adjacent land owner, spoke opposed to the rezoning request, but in favor of parking.

Ms. Sarah Hills, adjacent property owner, spoke in favor of grass parking, but concerned of housing or buildings in the future if land is rezoned to GA, General Agriculture.

Mr. Dan Ratajczak, owner of SDA Ahnapee LLC, spoke stating he is for farmland, but he is in favor of rezoning to GA, General Agriculture.

Mr. Zimmer had questions about going from EA, Exclusive Agriculture to GA, General Agriculture and indicated the Town did approve this request.

Mr. Ryan indicated there is a 10 acre minimum lot size requirement in the GA, General Agriculture zoning district.

Mr. Waack stated if the rezone request gets approved, the applicant will then need to go before the Board of Adjustment to obtain a conditional use for the proposed activity and the decision now is to determine the rezone request.

Mr. Ryan stated for clarity, if the land is rezoned it remains that way indefinitely.

Mr. George Bobal, spoke in favor of the request.

Mr. Vogt made a comment by rezoning to GA, General Agriculture opens up the land for additional uses.

Mr. Frassetto spoke indicating they did look for other options prior to rezoning.

Mr. Shane Hills, neighbor, spoke in favor of lowering the speed limit for pedestrians to cross the street before there are accidents.

There was no one else to speak; Mr. Waack closed the Public Hearing.

Mr. Falkowski had a question for Mr. Ryan regarding the criteria from higher to lower zoning; does it follow through to the zoning districts.

Mr. Ryan indicated generally speaking, yes. He explained that we have an ordinance to follow and the land may not be rezoned out of an EA, Exclusive Agriculture district unless the Planning and Park Commission makes certain findings on the record. These findings were provided to the Commission prior to today's meeting.

Mr. Zimmer indicated he does not know if it is part of the Farmland Preservation Plan.

Mr. Korinek questioned if all four findings need to be met to approve the rezoning.

Mr. Ryan indicated the stronger the findings the better and there are some interpretations involved and to make the findings to the best of their ability.

Mr. Ryan explained that it is important to maintain the integrity of the Farmland Preservation Plan as not to jeopardize 1.3 million dollars farmers in our County receive in tax credits.

Motion was made by Mr. Zimmer and seconded by Mr. Falkowski to approve the request.

Mr. Falkowski indicated he does not feel they are aggrieving any of the intent of the Farmland Preservation by rezoning and there can be conditions put on the land to help protect if needed.

Mr. Korinek indicated the findings of the Motion.

1. The value of the land being used for this business will outweigh the value of the land being used for cropping.
 2. The Town of Gibson who approved the Town Comprehensive plan voted 3-0 to approval this rezoning request.
 3. There are different levels between the Town and County Plans and the GA, General Agriculture use is best suitable for this business.
 4. Some of the land will continue to be used for agriculture production.
- Motion passed upon a unanimous voice vote.

Certified Surveys, Development Plans and Subdivisions – Discussion and possible action:

1. **Estate of Jeffrey FencI-** Variance Request, SW1/4, NE1/4, Section 10, T20N, R24E, Town of Mishicot.

Mr. Ryan read a summary of the request (copy on file).

Mr. Paul FencI Jr. indicated there was a variance previously granted and now with revising the certified survey they are just updating the survey to include changes.

A motion was made by Ms. Muench to approve and seconded by Mr. Korinek. Motion passed upon a unanimous voice vote.

2. **Jon & Melissa Diederichs** – Variance Request, NW1/4, SW1/4, and SW1/4, NW1/4, Section 14, T19N, R23E, Town of Manitowoc Rapids.

This item will be postponed for the Town of Manitowoc Rapids to hear this request at their May meeting per the Town's request.

Discussion and possible action on policy relating to requests to amend the Manitowoc County Farmland Preservation Plan.

Mr. Ryan gave an overview of the requests and indicated currently the plan is revised every 10 years. Mr. Ryan asked the Commission for guidance on the frequency of future updates, as the Planning department has been receiving requests for yearly updates.

Mr. Tarnowski gave an overview of the last time the Farmland Preservation Plan was fully redone and amended and why.

The Commission agreed this should be done sooner than every 10 years.

Mr. Dyzak questioned a draft guideline or rule to look at.

Mr. Ryan indicated he would consult with Corporation Counsel and come back to the Commission with some recommendations.

Postponed: Discussion and possible action on Comprehensive Ordinance Revision for Chapter 13 of the Manitowoc County Code titled “Private Sewage Systems Ordinance”.

This item will remain postponed.

End of discussion.

Miscellaneous:

Correspondence:

Letter from Mr. & Mrs. Carpenter in favor of camping at 141 Speedway and request to reconsider.

Letter from Mr. & Mrs. Schneider opposed to rezoning land from EA, Exclusive Agriculture to GA, General Agriculture for SDA Ahnapee LLC.

Mr. Ryan stated the correspondence are for informational purposes.

Next Meeting Date: Next meeting is scheduled for Monday, May 22, 2017.

Adjournment: Motion to adjourn was made by Mr. Falkowski and seconded by Mr. Dyzak to adjourn at 5:17 pm. Motion passed upon a unanimous voice vote.

Respectfully submitted,

Mr. Zimmer, Secretary

Date



MANITOWOC COUNTY PLANNING AND PARK COMMISSION ADVISORY MEETING NOTICE

DATE: MONDAY, April 24, 2017
TIME: ► 3:30 P.M. ◄
PLACE: MANITOWOC COUNTY OFFICE COMPLEX
4319 EXPO DRIVE, MANITOWOC, WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the commission may convene in closed session. The following matters may be considered at the meeting:

- I. Call to Order - Roll Call
- II. Approval of Minutes - Approval of Agenda
"Open Meeting Law Compliance"
- III. Discussion Pertaining to Public Hearings of:
 - 1. **SDA Ahnapee LLC** – ZMAR, NW1/4, NW1/4, Section 31, T21N-R23E, Town of Gibson, from Exclusive Agriculture (EA) to General Agriculture (GA).
- IV. Presentation of ongoing research projects at Maribel Caves from John Paul White with the WDNR.
- X. Adjournment

Date: April 13, 2017

Melvin Waack, Commission Chair
By: Tim Ryan, Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this commission, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MANITOWOC COUNTY PLANNING AND PARK COMMISSION
MINUTES OF THE ADVISORY MEETING
April 24, 2017

Call to Order – Roll Call

The Advisory Meeting of the Manitowoc County Planning and Park Commission was called to order April 24, 2017 by Chairperson Waack at 3:30 p.m. in the County Offices Complex, 4319 Expo Drive, Manitowoc, WI.

Commissioners present: Mr. Waack, Mr. Vogt, Mr. Zimmer, Mr. Dyzak, Mr. Korinek, Ms. Muench and Mr. Falkowski

Staff present: Tim Ryan and Pete Tarnowski

Discussion of Public Hearing Information

Mr. Ryan presented information for the following Zoning Map Amendments and Text Amendment for Commissioners' review:

1. **SDA Ahnapee LLC** – ZMAR, NW1/4, NW1/4, Section 31, T21N-R23E, Town of Gibson, from Exclusive Agriculture (EA) to General Agriculture (GA).

Presentation: of ongoing research projects at Maribel Caves from John Paul White with the WDNR.

ADJOURNMENT – Meeting adjourned at 4:00 p.m.



MANITOWOC COUNTY

PLANNING AND PARK COMMISSION

MEETING NOTICE

DATE: **Monday, May 22, 2017**
TIME: 4:00 P.M.
PLACE: MANITOWOC COUNTY OFFICE COMPLEX
4319 EXPO DRIVE, MANITOWOC, WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the commission may convene in closed session. The following matters may be considered at the meeting:

- I. Call to Order - Roll Call
- II. Approval of Minutes
- III. Approval of Agenda - "Open Meeting Law Compliance"
- IV. Public Comment
- V. Public Hearings – Discussion and possible action:
 1. **Gerald and Amy Barrette** – ZMAR, SE1/4, SW1/4, Section 23, T17N-R22E, Town of Meeme, from Small Estate (SE) to Rural Residential (RR).
 2. **Bryan Lemmens** – ZMAR, SE1/4, SE1/4, Section 11, T21N-R22E, Town of Cooperstown, from Natural Area (NA) to Large Estate (LE).
 3. **David Rank-dec and Darline Rank** – ZMAR, NW1/4, NW1/4 Section 14, T19N-R22E, Town of Cato, from Exclusive Agriculture (EA) to Rural Residential (RR).
- VI. Certified Surveys, Development Plans and Subdivisions – Discussion and possible action:
 1. **Postponed: Jon & Melissa Diederichs** – Variance Request, NW1/4, SW1/4, and SW1/4, NW1/4, Section 14, T19N, R23E, Town of Manitowoc Rapids.
 2. **Gerald and Amy Barrette** – Variance Request, SE1/4, SW1/4, Section 23, T17N-R22E, Town of Meeme.
 3. **David Rank-dec and Darline Rank** – Variance Request, NW1/4, NW1/4 Section 14, T19N-R22E, Town of Cato.
 4. **Edwin Voeltz Sr.** – Variance Request, NW1/4, SW1/4, and SW1/4, SW1/4, Section 23, T20N-R21E, Town of Maple Grove.
- VII. Postponed: Discussion and possible action on policy relating to requests to amend the Manitowoc County Farmland Preservation Plan.
- VIII. Postponed: Discussion and possible action on Comprehensive Ordinance Revision for Chapter 13 of the Manitowoc County Code titled "Private Sewage Systems Ordinance".
- IX. Miscellaneous:
 1. Staff Reports - None
 2. Personnel - None
 3. Correspondence - None
 4. Out of County Trips - None
 5. Other Matters - None
- X. Next Meeting Date – June 26, 2017
- XI. Adjournment

Date: May 11, 2017

Melvin Waack, Commission Chair
By: Tim Ryan, Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this commission, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MANITOWOC COUNTY PLANNING AND PARK COMMISSION
MINUTES OF THE REGULAR MAY 22, 2017 MEETING

Call to Order – Roll Call

The Regular May 22, 2017 meeting of the Manitowoc County Planning and Park Commission was called to order by Chairperson Waack at 4:00 p.m. in the County Offices Complex, 4319 Expo Drive, Manitowoc, WI.

Roll call of Commissioners present: Mr. Waack, Mr. Vogt, Mr. Zimmer, Mr. Dyzak, Ms. Muench and Mr. Falkowski.

Commissioners absent: Mr. Korinek

Staff present: Tim Ryan and Aprille Calewarts

Approval of Minutes – Open Meeting Law Compliance

Chairman Waack called for a motion to accept the Minutes of the regular April 24, 2017 meeting. Motion to accept the Minutes was made by Mr. Vogt and seconded by Ms. Muench. Motion passed upon a unanimous voice vote.

Approval of Agenda: Motion made by Mr. Falkowski and seconded by Mr. Zimmer to approve the Agenda as presented. Motion passed upon a unanimous voice vote.

Open Meeting Law Compliance: Mr. Ryan read the Open Meeting Law Compliance stating that the petitions seeking Zoning Map and Ordinance Amendments being heard at this public meeting were referred from the County Clerk; published in the Herald-Times Reporter on May 13, 2017 and May 15, 2017 reviewed by the Commission at a Commission Meeting held on May 22, 2017. The Commission will make a recommendation on each of these requests to the County Board, who will take action at their June 20, 2017 meeting.

Public Comment: Mr. Waack asked if there was anyone who wished to speak on any topic other than the public hearings.

There was no one to speak. Mr. Waack closed Public Comment.

Public Hearings – Discussion and possible action:

1. **Gerald and Amy Barrette** – ZMAR, SE1/4, SW1/4, Section 23, T17N-R22E, Town of Meeme, from Small Estate (SE) to Rural Residential (RR).

Mr. Ryan read the Agenda Commentary (copy on file).

Mr. Waack asked if there was anyone to comment on this request.

Tony Meyer, applicant spoke indicating they want to purchase one acre of land and the outbuilding, which will be used for commercial storage.

A motion was made by Mr. Zimmer to approve and seconded by Mr. Dyzak. Motion passed upon a unanimous voice vote.

2. **Bryan Lemmens** – ZMAR, SE1/4, SE1/4, Section 11, T21N-R22E, Town of Cooperstown, from Natural Area (NA) to Large Estate (LE).

Mr. Ryan read the Agenda Commentary (copy on file).

Mr. Waack asked if there was anyone to comment on this request.

Bryan Lemmens, owner spoke indicating he would like to rezone five acres to build a single family home.

Mr. Falkowski questioned if he owned a larger parcel of land in the NA, Natural Area district.

Mr. Lemmens stated he owns the surrounding land and they are taking five acres out of a 40 acre parcel to rezone for a home.

A motion was made by Mr. Vogt to approve and seconded by Mr. Falkowski. Motion passed upon a unanimous voice vote.

3. **David Rank-dec and Darline Rank** – ZMAR, NW1/4, NW1/4 Section 14, T19N-R22E, Town of Cato, from Exclusive Agriculture (EA) to Rural Residential (RR).

Mr. Ryan read the Agenda Commentary (copy on file).

Mr. Waack asked if there was anyone to comment on this request.

Donald Rank, applicant spoke confirming he'd like to rezone from EA, Exclusive Agriculture to RR, Rural Residential.

Mr. Falkowski confirmed the rezone is to separate the existing two apartment house from the larger farm operated area.

A motion was made by Ms. Muench to approve and seconded by Mr. Zimmer. Motion passed upon a unanimous voice vote.

Certified Surveys, Development Plans and Subdivisions – Discussion and possible action:

1. **Postponed: Jon & Melissa Diederichs** – Variance Request, NW1/4, SW1/4, and SW1/4, NW1/4, Section 14, T19N, R23E, Town of Manitowoc Rapids.

Mr. Ryan informed the Town of Manitowoc Rapids letter indicates the Commission has approval to act on the request.

A motion was made by Ms. Muench to approve and seconded by Mr. Falkowski. Motion passed upon a unanimous voice vote.

2. **Gerald and Amy Barrette** – Variance Request, SE1/4, SW1/4, Section 23, T17N-R22E, Town of Meeme.

Mr. Ryan read a summary of the request (copy on file).

A motion was made by Mr. Waack to approve and seconded by Mr. Falkowski. Motion passed upon a unanimous voice vote.

3. **David Rank-dec and Darline Rank** – Variance Request, NW1/4, NW1/4 Section 14, T19N-R22E, Town of Cato.

Mr. Ryan read a summary of the request (copy on file).

Mr. Falkowski had a question about access for the property and if it is registered on acceptance of the variance.

Mr. Ryan indicated the easement access gets recorded on the deed.

A motion was made by Ms. Muench to approve and seconded by Mr. Vogt.
Motion passed upon a unanimous voice vote.

4. **Edwin Voeltz Sr.** – Variance Request, NW1/4, SW1/4, and SW1/4, SW1/4, Section 23, T20N-R21E, Town of Maple Grove.

Mr. Ryan read a summary of the request (copy on file).

Mr. Waack questioned if there was any notification from the Town of Maple Grove.

Mr. Ryan indicated there was not any response from the Town of Maple Grove.

A motion was made by Mr. Zimmer to approve and seconded by Mr. Falkowski. Motion passed upon a unanimous voice vote.

Discussion and possible action on policy relating to requests to amend the Manitowoc County Farmland Preservation Plan.

Mr. Ryan gave an overview of the requests and indicated in consultation with Corporation Counsel updating the plans once every three years would be sufficient.

Mr. Falkowski questioned if there would be a fee for those individuals who would like the plan updated prior to the proposed three year revision.

Mr. Ryan stated staff opinion is not to do this; however the township could request an update be done prior to the three year recommendation with the possibility of no additional fees.

Mr. Dyzak stated he feels there needs to be some flexibility.

A motion was made to approve a three year plan update schedule, which will be codified into the ordinance. Motion passed upon a unanimous voice vote.

Postponed: Discussion and possible action on Comprehensive Ordinance Revision for Chapter 13 of the Manitowoc County Code titled “Private Sewage Systems Ordinance”.

Mr. Ryan gave an update.

This item will remain postponed.

End of discussion.

Next Meeting Date: Next meeting is scheduled for Monday, June 26, 2017.

Adjournment: Motion to adjourn was made by Mr. Dyzak and seconded by Mr. Falkowski to adjourn at 4:33 pm. Motion passed upon a unanimous voice vote.

Respectfully submitted,

Mr. Zimmer, Secretary

Date



MANITOWOC COUNTY PLANNING AND PARK COMMISSION ADVISORY MEETING NOTICE

DATE: MONDAY, May 22, 2017
TIME: ► 3:30 P.M. ◀
PLACE: MANITOWOC COUNTY OFFICE COMPLEX
4319 EXPO DRIVE, MANITOWOC, WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the commission may convene in closed session. The following matters may be considered at the meeting:

- I. Call to Order - Roll Call
- II. Approval of Minutes - Approval of Agenda
"Open Meeting Law Compliance"
- III. Discussion Pertaining to Public Hearings of:
 1. **Gerald and Amy Barrette** – ZMAR, SE1/4, SW1/4, Section 23, T17N-R22E, Town of Meeme, from Small Estate (SE) to Rural Residential (RR).
 2. **Bryan Lemmens** – ZMAR, SE1/4, SE1/4, Section 11, T21N-R22E, Town of Cooperstown, from Natural Area (NA) to Large Estate (LE).
 3. **David Rank-dec and Darline Rank** – ZMAR, NW1/4, NW1/4 Section 14, T19N-R22E, Town of Cato, from Exclusive Agriculture (EA) to Rural Residential (RR).
- IV. Adjournment

Date: May 10, 2017

Melvin Waack, Commission Chair
By: Tim Ryan, Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this commission, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MANITOWOC COUNTY PLANNING AND PARK COMMISSION
MINUTES OF THE ADVISORY MEETING
May 22, 2017

Call to Order – Roll Call

The Advisory Meeting of the Manitowoc County Planning and Park Commission was called to order May 22, 2017 by Chairperson Waack at 3:30 p.m. in the County Offices Complex, 4319 Expo Drive, Manitowoc, WI.

Commissioners present: Mr. Waack, Mr. Vogt, Mr. Zimmer, Mr. Dyzak, Ms. Muench and Mr. Falkowski

Commissioners absent: Mr. Korinek

Staff present: Tim Ryan

Discussion of Public Hearing Information

Mr. Ryan presented information for the following Zoning Map Amendments and Text Amendment for Commissioners' review:

1. **Gerald and Amy Barrette** – ZMAR, SE1/4, SW1/4, Section 23, T17N-R22E, Town of Meeme, from Small Estate (SE) to Rural Residential (RR).
2. **Bryan Lemmens** – ZMAR, SE1/4, SE1/4, Section 11, T21N-R22E, Town of Cooperstown, from Natural Area (NA) to Large Estate (LE).
3. **David Rank-dec and Darlene Rank** – ZMAR, NW1/4, NW1/4 Section 14, T19N-R22E, Town of Cato, from Exclusive Agriculture (EA) to Rural Residential (RR).

ADJOURNMENT – Meeting adjourned at 4:00 p.m.



MANITOWOC COUNTY

PLANNING AND PARK COMMISSION

MEETING NOTICE

DATE: **Monday, July 24, 2017**
TIME: 4:00 P.M.
PLACE: MANITOWOC COUNTY OFFICE COMPLEX
4319 EXPO DRIVE, MANITOWOC, WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the commission may convene in closed session. The following matters may be considered at the meeting:

- I. Call to Order - Roll Call
- II. Approval of Minutes
- III. Approval of Agenda - "Open Meeting Law Compliance"
- IV. Public Comment
- V. Public Hearings – Discussion and possible action:
- VI. Certified Surveys, Development Plans and Subdivisions – Discussion and possible action:
 1. **Larry and Lori Buchholz** - ZMAR, SE1/4, SW1/4, Section 21, T21N-R22E, Town of Cooperstown, from General Agriculture (GA) to Large Estate (LE).
 2. **Joseph Giandinoto** - ZMAR, NE1/4, NW1/4 and NW1/4, NW1/4, Section 27, T17N-R21E, Town of Schleswig, from General Agriculture (GA) to Large Estate (LE).
 3. **Marjorie Bodwin** – ZMAR, SW1/4, NE1/4 & NW1/4, SE1/4, Section 5, T19N-R22E, Town of Cato, from Exclusive Agriculture (EA) to Large Estate (LE).
 4. **Herbert and Myrna Mast & Lloyd and Carol Petersheim** – ZMAR, SE1/4, NW1/4 & NE1/4, SW1/4, Section 13, T19N-R21E, Town of Rockland, from Exclusive Agriculture (EA) to Rural Residential (RR).
- VII. Discussion and Action on Cherney Maribel Caves County Park Activity Plan.
- VIII. Discussion and Action on a request to camp at Cherney Maribel Caves on July 30th by NEW Off-Road Mountain Bikers.
- IX. Resolution authorizing the construction of a 2.1 mile segment of the Ice Age Trail through Walla Hi County Park.
- X. Postponed: Discussion and possible action on Comprehensive Ordinance Revision for Chapter 13 of the Manitowoc County Code titled "Private Sewage Systems Ordinance".
- XI. Miscellaneous:
 1. Staff Reports - None
 2. Personnel - None
 3. Correspondence – None
 4. Out of County Trips – WRPLA Annual State Meeting, September 20-22, 2017, 1 staff member – Trego, WI
 5. Other Matters – Election of Officers
- XII. Next Meeting Date – August 28, 2017
- XIII. Adjournment

Date: July 12, 2017

Melvin Waack, Commission Chair
By: Tim Ryan, Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this commission, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MANITOWOC COUNTY PLANNING AND PARK COMMISSION
MINUTES OF THE REGULAR JULY 24, 2017 MEETING

Call to Order – Roll Call

The Regular July 24, 2017 meeting of the Manitowoc County Planning and Park Commission was called to order by Chairperson Waack at 4:00 p.m. in the County Offices Complex, 4319 Expo Drive, Manitowoc, WI.

Roll call of Commissioners present: Mr. Waack, Mr. Vogt, Mr. Zimmer, Mr. Dyzak, Ms. Muench, Mr. Korinek and Mr. Falkowski.

Staff present: Tim Ryan, Pete Tarnowski and Aprille Calewarts

Approval of Minutes – Open Meeting Law Compliance

Chairman Waack called for a motion to accept the Minutes of the regular May 22, 2017 meeting. Motion to accept the Minutes was made by Ms. Muench and seconded by Mr. Vogt. Motion passed upon a unanimous voice vote.

Approval of Agenda: Motion made by Mr. Zimmer and seconded by Mr. Dyzak to approve the Agenda as presented. Motion passed upon a unanimous voice vote.

Open Meeting Law Compliance: Mr. Ryan read the Open Meeting Law Compliance stating that the petitions seeking Zoning Map and Ordinance Amendments being heard at this public meeting were referred from the County Clerk; published in the Herald-Times Reporter on July 10, 2017 and July 17, 2017 reviewed by the Commission at a Commission Meeting held on July 24, 2017. The Commission will make a recommendation on each of these requests to the County Board, who will take action at their August 15, 2017 meeting.

Public Comment: Mr. Waack asked if there was anyone who wished to speak on any topic other than the public hearings.

There was no one to speak. Mr. Waack closed Public Comment.

Public Hearings – Discussion and possible action:

1. **Larry and Lori Buchholz** - ZMAR, SE1/4, SW1/4, Section 21, T21N-R22E, Town of Cooperstown, from General Agriculture (GA) to Large Estate (LE).

Mr. Ryan read the Agenda Commentary (copy on file).

Mr. Waack asked if there was anyone to comment on this request.

Adam Fidler, spoke indicating he is the recipient of the proposed rezoned parcel of his aunt and uncle's land and is there to answer any questions.

A motion was made by Mr. Korinek to approve and seconded by Mr. Zimmer. Motion passed upon a unanimous voice vote.

2. **Joseph Giandinoto** - ZMAR, NE1/4, NW1/4 and NW1/4, NW1/4, Section 27, T17N-R21E, Town of Schleswig, from General Agriculture (GA) to Large Estate (LE).

Mr. Ryan read the Agenda Commentary (copy on file).

Mr. Waack asked if there was anyone to comment on this request.

Joseph Giandinoto, owner spoke indicating he would like to rezone five acres in order to sell the property.

A motion was made by Ms. Muench to approve and seconded by Mr. Vogt. Motion passed upon a unanimous voice vote.

3. **Marjorie Bodwin** – ZMAR, SW1/4, NE1/4 & NW1/4, SE1/4, Section 5, T19N-R22E, Town of Cato, from Exclusive Agriculture (EA) to Large Estate (LE).

Mr. Ryan read the Agenda Commentary (copy on file).

Mr. Waack asked if there was anyone to comment on this request.

Mr. Tim Bodwin, grandson of applicant, spoke indicating the rezone is to change the zoning to residential zoning to build a home.

Mr. Dyzak asked if there will be limited access to the parcel.

Mr. Bodwin specified the driveway will be for both residential and agricultural access.

Mr. Dyzak and Mr. Korinek questioned if an easement would be in place for the future.

Mr. Bodwin indicated the land is willed to stay in the Bodwin family name and the easement would not be a problem.

A motion was made by Mr. Falkowski to approve and seconded by Mr. Zimmer. Motion passed upon a unanimous voice vote.

4. **Herbert and Myrna Mast & Lloyd and Carol Petersheim** – ZMAR, SE1/4, NW1/4 & NE1/4, SW1/4, Section 13, T19N-R21E, Town of Rockland, from Exclusive Agriculture (EA) to Rural Residential (RR).

Mr. Ryan read the Agenda Commentary (copy on file).

Mr. Waack asked if there was anyone to comment on this request.

Mr. Herbert Mast, applicant spoke explaining half an acre of his land and half an acre of Mr. Lloyd Petersheim's land being asked to rezone would be used for a church cemetery.

Mr. Korinek questioned if two rezones can be combined.

Mr. Ryan indicated this would be considered one request.

Mr. Dyzak questioned the location of the proposed easement.

Mr. Mast indicated they would relook at the proposed location and move the easement if needed.

A motion was made by Ms. Muench to approve and seconded by Mr. Falkowski. Motion passed upon a unanimous voice vote.

Discussion and Action on Cherney Maribel Caves County Park Activity Plan.

Mr. Ryan gave an overview of the activity plan.

The Commission commented on how detailed the plan was.

Mr. Ryan commented on how well the cavers conduct tours considering the tours are only offered the third Sunday of every month from May thru October.

The Commissioners expressed interest in conducting a tour of the caves and Mr. Ryan indicated he would attempt to schedule a tour in conjunction with a future Commission meeting date.

A motion was made by Ms. Muench to approve the Cherney Maribel Caves County Park Activity Plan and seconded by Mr. Korinek. Motion passed upon a unanimous voice vote.

Discussion and Action on a request to camp at Cherney Maribel Caves on July 30th by NEW Off-Road Mountain Bikers.

Mr. Tarnowski gave an overview of the request and indicated the staff would like to see these types of special event camping allowed in our parks.

Mr. Falkowski questioned camping permits being limited to these types of special events or expanding to allow more and be able to carve out specific to each event.

Mr. Tarnowski indicated he spoke with the County Health Department and they see a camping permit the same for any camping or special event. This permit is a State permit that is obtained through our Health Department.

Mr. Waack stated he would like to see special event group camping at the park.

Mr. Korinek questioned no permit camping, such as primitive camping where there are designated camp areas and no permit would be needed.

Mr. Tarnowski indicated there is new language in the State code that outlines rustic or primitive sites and that maybe the route we need to go, but is something that needs to be looked at.

Mr. Zimmer had several questions about camping and has concerns about letting 150 people camping in a non-campground park.

Mr. Tarnowski indicated there are limitations for the amount of campers to each facility and conditions that need to be followed.

A motion was made by Mr. Falkowski to approve the authority of the Park manager to be involved in the special event for possible camping at Cherney Maribel Caves Park and to approve the special event provided it complies with State and County requirements and seconded by Mr. Vogt.

Mr. Zimmer spoke and indicated his concern for safety and feels it is foolish to have a make-shift campground.

Motion passed 6/1 in favor of the request upon a voice vote, with Mr. Zimmer opposed.

Resolution authorizing the construction of a 2.1 mile segment of the Ice Age Trail through Walla Hi County Park.

Mr. Tarnowski gave an overview of the request.

Mr. Dyzak commented indicating this request is a good addition.

Mr. Vogt commented he sat through a presentation that was very good.

A motion was made by Mr. Dyzak to approve the Resolution and seconded by Mr. Korinek. Motion passed upon a unanimous voice vote.

Postponed: Discussion and possible action on Comprehensive Ordinance Revision for Chapter 13 of the Manitowoc County Code titled "Private Sewage Systems Ordinance".

Mr. Ryan gave an update.

This item will remain postponed.

End of discussion.

Miscellaneous:

Out of County Trips – WRPLA Annual State Meeting, September 20-22, 2017, 1 staff member – Trego, WI

Mr. Ryan gave an overview of the annual state meeting for the Real Property Lister.

A motion was made by Mr. Vogt to approve the request and seconded by Ms. Muench. Motion passed upon a unanimous voice vote.

Other Matters – Election of Officers

A nomination was made for Melvin Waack for Chair. Motion made by Mr. Vogt to close nominations for Chair and cast a unanimous vote and seconded by Ms. Muench. Motion passed upon a unanimous voice vote.

A nomination was made for Don Zimmer for Vice-Chair. Motion by Mr. Vogt to close nominations for Vice-Chair and cast a unanimous vote and seconded by Mr. Falkowski. Motion passed upon a unanimous voice vote.

A nomination was made for Dave Dyzak for Secretary. Motion made and seconded to close nominations for Secretary and cast a unanimous vote. Motion passed upon a unanimous voice vote.

Next Meeting Date: Next meeting is scheduled for Monday, August 28, 2017.

Adjournment: Motion to adjourn was made and seconded to adjourn at 4:58 pm. Motion passed upon a unanimous voice vote.

Respectfully submitted,

Mr. Zimmer, Secretary

Date



MANITOWOC COUNTY PLANNING AND PARK COMMISSION ADVISORY MEETING NOTICE

DATE: MONDAY, July 24, 2017
TIME: ► 3:30 P.M. ◄
PLACE: MANITOWOC COUNTY OFFICE COMPLEX
4319 EXPO DRIVE, MANITOWOC, WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the commission may convene in closed session. The following matters may be considered at the meeting:

- I. Call to Order - Roll Call
- II. Approval of Minutes - Approval of Agenda
"Open Meeting Law Compliance"
- III. Discussion Pertaining to Public Hearings of:
 1. **Larry and Lori Buchholz** - ZMAR, SE1/4, SW1/4, Section 21, T21N-R22E, Town of Cooperstown, from General Agriculture (GA) to Large Estate (LE).
 2. **Joseph Giandinoto** - ZMAR, NE1/4, NW1/4 and NW1/4, NW1/4, Section 27, T17N-R21E, Town of Schleswig, from General Agriculture (GA) to Large Estate (LE).
 3. **Marjorie Bodwin** - ZMAR, SW1/4, NE1/4 & NW1/4, SE1/4, Section 5, T19N-R22E, Town of Cato, from Exclusive Agriculture (EA) to Large Estate (LE).
 4. **Herbert and Myrna Mast & Lloyd and Carol Petersheim** - ZMAR, SE1/4, NW1/4 & NE1/4, SW1/4, Section 13, T19N-R21E, Town of Rockland, from Exclusive Agriculture (EA) to Rural Residential (RR).
- IV. Adjournment

Date: July 12, 2017

Melvin Waack, Commission Chair

By: Tim Ryan, Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this commission, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MANITOWOC COUNTY PLANNING AND PARK COMMISSION
MINUTES OF THE ADVISORY MEETING
July 24, 2017

Call to Order – Roll Call

The Advisory Meeting of the Manitowoc County Planning and Park Commission was called to order July 24, 2017 by Chairperson Waack at 3:30 p.m. in the County Offices Complex, 4319 Expo Drive, Manitowoc, WI.

Commissioners present: Mr. Waack, Mr. Vogt, Mr. Zimmer, Mr. Dyzak, Ms. Muench, Mr. Korinek and Mr. Falkowski

Staff present: Tim Ryan

Discussion of Public Hearing Information

Mr. Ryan presented information for the following Zoning Map Amendments and Text Amendment for Commissioners' review:

1. **Larry and Lori Buchholz** - ZMAR, SE1/4, SW1/4, Section 21, T21N-R22E, Town of Cooperstown, from General Agriculture (GA) to Large Estate (LE).
2. **Joseph Giandinoto** - ZMAR, NE1/4, NW1/4 and NW1/4, NW1/4, Section 27, T17N-R21E, Town of Schleswig, from General Agriculture (GA) to Large Estate (LE).
3. **Marjorie Bodwin** – ZMAR, SW1/4, NE1/4 & NW1/4, SE1/4, Section 5, T19N-R22E, Town of Cato, from Exclusive Agriculture (EA) to Large Estate (LE).
4. **Herbert and Myrna Mast & Lloyd and Carol Petersheim** – ZMAR, SE1/4, NW1/4 & NE1/4, SW1/4, Section 13, T19N-R21E, Town of Rockland, from Exclusive Agriculture (EA) to Rural Residential (RR).

ADJOURNMENT – Meeting adjourned at 4:00 p.m.



MANITOWOC COUNTY

PLANNING AND PARK COMMISSION

MEETING NOTICE

DATE: **Monday, August 28, 2017**
TIME: 4:00 P.M.
PLACE: MANITOWOC COUNTY OFFICE COMPLEX
4319 EXPO DRIVE, MANITOWOC, WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the commission may convene in closed session. The following matters may be considered at the meeting:

- I. Call to Order - Roll Call
- II. Approval of Minutes
- III. Approval of Agenda - "Open Meeting Law Compliance"
- IV. Public Comment
- V. Public Hearings – Discussion and possible action:
 1. **Kenneth and Alice Kohlmann** – ZMAR, SW1/4, NW1/4, Section 23, T19N, R23E, Town of Manitowoc Rapids, from General Agriculture (GA) to Rural Residential (RR).
 2. **James Hansen** –ZMAR, SE1/4, NW 1/4, Section 23, T17N,R21E, Town of Schleswig, from General Agriculture (GA) to Small Estate (SE).
 3. **Sandy River LLC** – ZMAR, SW1/4, SE1/4, Section 34, T20N-R23E, Town of Kossuth, from Exclusive Agriculture (EA) to Rural Residential (RR).
 4. **Manitowoc County Planning and Park Commission** – petitions for an Ordinance Revision for Chapter 9 of the Manitowoc County Code titled "Shoreland Zoning Ordinance."
- VI. Certified Surveys, Development Plans and Subdivisions – Discussion and possible action:
 1. **Kenneth and Alice Kohlmann** – Variance Request, NW1/4, NW1/4, Section 23, T19N, R23E, Town of Manitowoc Rapids.
 2. **James Hansen** –Variance Request, SE1/4, NW 1/4, Section 23, T17N, R21E, Town of Schleswig.
 3. **Marge Bodwin** – Variance Request, SW1/4, NE1/4, & NW1/4, SE1/4, Section 5, T19N, R22E, Town of Cato.
- VII. Discussion and action on Request by the Manitowoc Noon Rotary to conduct a "Car on Ice Fundraiser" in Silver Lake Park.
- VIII. Discussion and possible acceptance on Resolution Referring Ordinance Violation to Corporation Counsel for Enforcement (Riverside Landscaping Inc.).
- IX. Discussion and possible acceptance on Resolution Referring Ordinance Violation to Corporation Counsel for Enforcement (John Allen Drew, Richard W Kyllonen, Barbara Wolf, Harold J Shaver and Timothy J Mueller).
- X. Discussion and possible action concerning a proposed fee schedule for 2018.
- XI. Postponed: Discussion and possible action on Comprehensive Ordinance Revision for Chapter 13 of the Manitowoc County Code titled "Private Sewage Systems Ordinance".
- XII. Miscellaneous:
 1. Staff Reports - None
 2. Personnel - None
 3. Correspondence - None
 4. Out of County Trips -
 - WCCA Fall Conference, 2-3 staff members
 - EWUG Conference – October 26-27, 2017, Green Bay, WI - 1 staff member
 - WLIA Fall Regional - November 9-10, 2017, La Crosse, WI - 1 staff member
 5. Other Matters - None
- XIII. Next Meeting Date – September 25, 2017
- XIV. Adjournment

Date: August 10, 2017

Melvin Waack, Commission Chair
By: Tim Ryan, Director

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MANITOWOC COUNTY PLANNING AND PARK COMMISSION
MINUTES OF THE REGULAR AUGUST 28, 2017 MEETING

Call to Order – Roll Call

The Regular August 28, 2017 meeting of the Manitowoc County Planning and Park Commission was called to order by Chairperson Waack at 4:00 p.m. in the County Offices Complex, 4319 Expo Drive, Manitowoc, WI.

Roll call of Commissioners present: Mr. Waack, Mr. Vogt, Mr. Zimmer, Ms. Muench, Mr. Korinek and Mr. Falkowski.

Commissioners absent: Mr. Dyzak

Staff present: Tim Ryan, Pete Tarnowski, Kaila Boeckman and Aprille Calewarts

Approval of Minutes – Open Meeting Law Compliance

Chairman Waack called for a motion to accept the Minutes of the regular July 24, 2017 meeting. Motion to accept the Minutes was made by Ms. Muench and seconded by Mr. Vogt. Motion passed upon a unanimous voice vote.

Approval of Agenda: Motion made by Mr. Falkowski and seconded by Mr. Korinek to approve the Agenda as presented. Motion passed upon a unanimous voice vote.

Open Meeting Law Compliance: Mr. Ryan read the Open Meeting Law Compliance stating that the petitions seeking Zoning Map and Ordinance Amendments being heard at this public meeting were referred from the County Clerk; published in the Herald-Times Reporter on August 14, 2017 and August 21, 2017 reviewed by the Commission at a Commission Meeting held on August 28, 2017. The Commission will make a recommendation on each of these requests to the County Board, who will take action at their September 19, 2017 meeting.

Public Comment: Mr. Waack asked if there was anyone who wished to speak on any topic other than the public hearings.

Michelle Endries, representative for Horsey Habit Saddlery, a neighboring property owner spoke. She continued to state she has had water issues with water coming onto their property from a neighboring property owner since 2011 and it is starting to become more of a problem and is asking for help.

Ms. Endries also indicated there is a salt shed on the neighboring property, which is now making more issues with salt water runoff. She stated she can no longer grow grass and their cedar trees were killed.

Mr. Falkowski, commissioner, removed himself from the commission for public comment. Mr. Falkowski indicated he gives great credit to our staff here and to express a few thoughts of his experience in obtaining permits, fee or process and the activities of engineers or variances in a conditional use permit. The point he's making is there is a bigger picture of what type of process there maybe, indicating possible engineering fees, soil test fees and so on.

Mr. Waack closed Public Comment.

Public Hearings – Discussion and possible action:

1. **Kenneth and Alice** Kohlmann – ZMAR, SW1/4, NW1/4, Section 23, T19N, R23E, Town of Manitowoc Rapids, from General Agriculture (GA) to Rural Residential (RR).

Mr. Ryan read the Agenda Commentary (copy on file).

Mr. Waack asked if there was anyone to comment on this request.

Mr. Korinek questioned if it should be rezoned to Small Estate district.

Mr. Ryan indicated it could be rezoned to Small Estate, but they requested Rural Residential. He also stated there is a variance request for road frontage that will be addressed later at today's meeting.

Mr. Kohlmann, property owner, spoke indicating when they built their home years ago they thought it was all in the residential zoning. However, when he had his land surveyed he found out that the front half of his house is zoned residential and the back half is zoned agricultural and by rezoning this will fix the problem and make it right.

A motion was made by Mr. Korinek to approve and seconded by Mr. Vogt. Motion passed upon a unanimous voice vote.

2. **James Hansen** –ZMAR, SE1/4, NW 1/4, Section 23, T17N,R21E, Town of Schleswig, from General Agriculture (GA) to Small Estate (SE).

Mr. Ryan read the Agenda Commentary (copy on file).

Mr. Waack asked if there was anyone to comment on this request.

Jim Hansen, owner spoke indicating he would like approval of the rezone.

Mr. Vogt indicated his only concern would be the tower next to the home if it would ever come down.

Mr. Hansen indicated when the tower was put up; he was informed that the tower was constructed to come straight down.

A motion was made by Ms. Muench to approve and seconded by Mr. Falkowski. Motion passed upon a unanimous voice vote.

3. **Sandy River LLC** – ZMAR, SW1/4, SE1/4, Section 34, T20N-R23E, Town of Kossuth, from Exclusive Agriculture (EA) to Rural Residential (RR).

Mr. Ryan read the Agenda Commentary (copy on file).

Mr. Waack asked if there was anyone to comment on this request.

Mr. Tim Frey, owner of Sandy River LLC & TLC Homes, spoke indicating the rezone is to change the zoning to residential zoning for the intent to build an adult family home with community living arrangements for four individuals with disabilities.

Mr. Korinek questioned one of the buildings on the property if it was a house and would it be taken down.

Mr. Frey confirmed that the current home would be taken down.

Mr. Vogt stated his concern about the location with Hwy 310 and 43 being right there. He went on to comment that people with disabilities like to wander sometimes.

Mr. Frey indicated the location specifically meets their needs and will build as far north as they can away. He continued to state the individuals they will be serving are not typically those that wander. There will also be a care team of social workers, nurses and placing agencies.

A motion was made by Mr. Zimmer to approve and seconded by Mr. Korinek. Motion passed upon a unanimous voice vote.

4. **Manitowoc County Planning and Park Commission** – petitions for an Ordinance Revision for Chapter 9 of the Manitowoc County Code titled “Shoreland Zoning Ordinance.

Mr. Ryan gave an overview.

Mr. Waack questioned all changes are things the state requires.

Mr. Ryan confirmed the changes are ones the state requires.

A motion was made by Mr. Vogt to approve and pass to County Board for approval seconded by Ms. Muench. Motion passed upon a unanimous voice vote.

Mr. Falkowski questioned if the Planning and Zoning is relied on for enforcement.

Mr. Ryan confirmed the Planning and Zoning department enforces the Ordinance and determines if a permit is able to be issued on the spot or not.

Certified Surveys, Development Plans and Subdivisions – Discussion and possible action:

1. **Kenneth and Alice Kohlmann** – Variance Request, NW1/4, NW1/4, Section 23, T19N, R23E, Town of Manitowoc Rapids.

Mr. Ryan read a summary of the request (copy on file).

A motion was made by Ms. Muench to approve and seconded by Mr. Vogt. Motion passed upon a unanimous voice vote.

2. **James Hansen** –Variance Request, SE1/4, NW 1/4, Section 23, T17N, R21E, Town of Schleswig.

Mr. Ryan read a summary of the request (copy on file).

A motion was made by Mr. Falkowski to approve and seconded by Mr. Korinek. Motion passed upon a unanimous voice vote.

3. **Marge Bodwin** – Variance Request, SW1/4, NE1/4, & NW1/4, SE1/4, Section 5, T19N, R22E, Town of Cato.

Mr. Ryan read a summary of the request (copy on file).

A motion was made by Ms. Muench to approve and seconded by Mr. Falkowski. Motion passed upon a unanimous voice vote.

Discussion and action on Request by the Manitowoc Noon Rotary to conduct a “Car on Ice Fundraiser” in Silver Lake Park

Mr. Tarnowski gave an overview of request.

A motion was made by Ms. Muench to approve and seconded by Mr. Vogt. Motion passed upon a unanimous voice vote.

Discussion and possible acceptance on Resolution Referring Ordinance Violation to Corporation Counsel for Enforcement (Riverside Landscaping Inc.).

Ms. Boeckman gave an overview of the violation.

Michelle Endries, neighboring property owner, spoke of her concern of runoff from Riverside’s property and the salt shed that is causing problems.

Mr. Korinek asked Ms. Boeckman what the circular shape on the plan is supposed to be.

Ms. Boeckman indicated she thinks it may be for rocks.

Michelle Endries indicated they were to be for some type of boulders to slow down the flow of water.

Mr. Waack indicated the problem is the original site plan was not followed and now would need to go to Corporation Counsel.

Mr. Korinek stated if he didn’t follow the site plan he needs to do whatever needs to be done to fix the problem.

A motion was made by Mr. Vogt to approve and pass to Corporation Counsel to enforce and seconded by Ms. Muench.

Mr. Waack questioned Ms. Boeckman if she can check into the salt shed.

Ms. Boeckman agreed she could check into the salt shed.

Motion passed upon a unanimous voice vote.

Discussion and possible acceptance on Resolution Referring Ordinance Violation to Corporation Counsel for Enforcement (John Allen Drew, Richard W Kyllonen, Barbara Wolf, Harold J Shaver and Timothy J Mueller).

Mr. Waack gave an overview of the septic program.

A motion was made by Mr. Waack to approve the Resolution and seconded by Mr. Vogt.

Mr. Falkowski questioned Ms. Boeckman about pumping cards not being turned in but pumped.

Ms. Boeckman indicated that most pumpers will not report unless they have been paid.

Motion passed upon a unanimous voice vote.

Discussion and possible action concerning a proposed fee schedule for 2018.

Mr. Ryan gave an overview.

Mr. Korinek questioned the average increase per year.

Mr. Ryan stated the increase is usually 2% and they try to stay with that.

Mr. Vogt stated it would be better to increase fees yearly instead of later on trying to play catch up.

Mr. Falkowski would like to acknowledge there are other costs out there as well, not just county fees.

Ms. Muench questioned if the 2% increase could be checked out to show what fees would be.

Mr. Ryan stated next meeting we will have a proposal showing the 2% increase in fees.

A motion was made by Ms. Muench to come up with a 2% increase proposal and seconded by Mr. Vogt. Motion passed upon a unanimous voice vote.

Postponed: Discussion and possible action on Comprehensive Ordinance Revision for Chapter 13 of the Manitowoc County Code titled "Private Sewage Systems Ordinance".

Mr. Ryan gave an update indicating the Ordinance was reviewed by Corporation Counsel and the staff is currently reviewing it as well.

This item will remain postponed.

End of discussion.

Miscellaneous:

Out of County Trips

- WCCA Fall Conference, 2-3 staff members
- EWUG Conference – October 26-27, 2017, Green Bay, WI - 1 staff member
- WLIA Fall Regional - November 9-10, 2017, La Crosse, WI - 1 staff member

Mr. Ryan gave an overview of the three different conferences.

A motion was made by Ms. Muench to approve the request for the three conferences and seconded by Mr. Falkowski. Motion passed upon a unanimous voice vote.

Other Matters

Mr. Ryan gave an overview of the industrial park and why the County overseas it. He explained Planning & Zoning coordinates with Public Works on enforcement procedures.

Mr. Korinek indicated there is water problems all over out there, there are cattails growing in the ditches.

Next Meeting Date: Next meeting is scheduled for Monday, September 25, 2017.

Adjournment: Motion to adjourn was made by Ms. Muench and seconded by Mr. Vogt to adjourn at 5:17 pm. Motion passed upon a unanimous voice vote.

Respectfully submitted,

Mr. Dyzak, Secretary

Date



MANITOWOC COUNTY PLANNING AND PARK COMMISSION ADVISORY MEETING NOTICE

DATE: MONDAY, August 28, 2017
TIME: ► 3:30 P.M. ◄
PLACE: MANITOWOC COUNTY OFFICE COMPLEX
4319 EXPO DRIVE, MANITOWOC, WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the commission may convene in closed session. The following matters may be considered at the meeting:

- I. Call to Order - Roll Call
- II. Approval of Minutes - Approval of Agenda
"Open Meeting Law Compliance"
- III. Discussion Pertaining to Public Hearings of:
 1. **Kenneth and Alice Kohlmann** – ZMAR, SW1/4, NW1/4, Section 23, T19N, R23E, Town of Manitowoc Rapids, from General Agriculture (GA) to Rural Residential (RR).
 2. **James Hansen** –ZMAR, SE1/4, NW 1/4, Section 23, T17N,R21E, Town of Schleswig, from General Agriculture (GA) to Small Estate (SE).
 3. **Sandy River LLC** – ZMAR, SW1/4, SE1/4, Section 34, T20N-R23E, Town of Kossuth, from Exclusive Agriculture (EA) to Rural Residential (RR).
 4. **Manitowoc County Planning and Park Commission** – petitions for an Ordinance Revision for Chapter 9 of the Manitowoc County Code titled "Shoreland Zoning Ordinance.
- IV. Adjournment

Date: August 10, 2017

Melvin Waack, Commission Chair
By: Tim Ryan, Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this commission, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MANITOWOC COUNTY PLANNING AND PARK COMMISSION
MINUTES OF THE ADVISORY MEETING
August 28, 2017

Call to Order – Roll Call

The Advisory Meeting of the Manitowoc County Planning and Park Commission was called to order August 28, 2017 by Chairperson Waack at 3:30 p.m. in the County Offices Complex, 4319 Expo Drive, Manitowoc, WI.

Commissioners present: Mr. Waack, Mr. Vogt, Mr. Zimmer, Mr. Dyzak, Ms. Muench, Mr. Korinek and Mr. Falkowski

Staff present: Tim Ryan

Discussion of Public Hearing Information

Mr. Ryan presented information for the following Zoning Map Amendments and Text Amendment for Commissioners' review:

1. **Kenneth and Alice Kohlmann** – ZMAR, SW1/4, NW1/4, Section 23, T19N, R23E, Town of Manitowoc Rapids, from General Agriculture (GA) to Rural Residential (RR).
2. **James Hansen** –ZMAR, SE1/4, NW 1/4, Section 23, T17N,R21E, Town of Schleswig, from General Agriculture (GA) to Small Estate (SE).
3. **Sandy River LLC** – ZMAR, SW1/4, SE1/4, Section 34, T20N-R23E, Town of Kossuth, from Exclusive Agriculture (EA) to Rural Residential (RR).
4. **Manitowoc County Planning and Park Commission** – petitions for an Ordinance Revision for Chapter 9 of the Manitowoc County Code titled "Shoreland Zoning Ordinance.

ADJOURNMENT – Meeting adjourned at 4:00 p.m.



MANITOWOC COUNTY

PLANNING AND PARK COMMISSION

MEETING NOTICE

DATE: **Monday, September 25, 2017**
TIME: 4:00 P.M.
PLACE: MANITOWOC COUNTY OFFICE COMPLEX
4319 EXPO DRIVE, MANITOWOC, WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the commission may convene in closed session. The following matters may be considered at the meeting:

- I. Call to Order - Roll Call
- II. Approval of Minutes
- III. Approval of Agenda - "Open Meeting Law Compliance"
- IV. Public Comment
- V. Public Hearings – Discussion and possible action:
 1. **Debra Lueloff** – ZMAR, NE1/4, NE1/4, Section 2, T18N-R21E, Town of Eaton, from General Agriculture (GA) to Exclusive Agriculture (EA).
 2. **Manitowoc County Planning and Park Commission** - petitions for an ordinance amendment for Chapter 4 of the Manitowoc County Code titled "Finance" to allow for application, special assessment and permit fee increases.
- VI. Certified Surveys, Development Plans and Subdivisions – Discussion and possible action:
 1. **Scott Schenian** – Variance Request, SW1/4, NW1/4, Section 18, T20N, R23E, Town of Kossuth.
- VII. Postponed: Discussion and possible action on Comprehensive Ordinance Revision for Chapter 13 of the Manitowoc County Code titled "Private Sewage Systems Ordinance".
- VIII. Miscellaneous:
 1. Staff Reports - None
 2. Personnel - None
 3. Correspondence - None
 4. Out of County Trips - None
 5. Other Matters - None
- IX. Next Meeting Date – October 23, 2017
- X. Adjournment

Date: September 13, 2017

Melvin Waack, Commission Chair
By: Tim Ryan, Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this commission, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MANITOWOC COUNTY PLANNING AND PARK COMMISSION
MINUTES OF THE REGULAR SEPTEMBER 25, 2017 MEETING

Call to Order – Roll Call

The Regular September 25, 2017 meeting of the Manitowoc County Planning and Park Commission was called to order by Chairperson Waack at 4:00 p.m. in the County Offices Complex, 4319 Expo Drive, Manitowoc, WI.

Roll call of Commissioners present: Mr. Waack, Mr. Dyzak, Mr. Zimmer, Ms. Muench, Mr. Korinek and Mr. Falkowski.

Commissioners absent: Mr. Vogt

Staff present: Tim Ryan, Reed Gaedtke and Aprille Calewarts

Approval of Minutes – Open Meeting Law Compliance

Chairman Waack called for a motion to accept the Minutes of the regular August 28, 2017 meeting. Motion to accept the Minutes was made by Mr. Dyzak and seconded by Mr. Korinek. Motion passed upon a unanimous voice vote.

Approval of Agenda: Motion made by Ms. Muench and seconded by Mr. Dyzak to approve the Agenda as presented. Motion passed upon a unanimous voice vote.

Open Meeting Law Compliance: Mr. Ryan read the Open Meeting Law Compliance stating that the petitions seeking Zoning Map and Ordinance Amendments being heard at this public meeting were referred from the County Clerk; published in the Herald-Times Reporter on September 15, 2017 and September 18, 2017 reviewed by the Commission at a Commission Meeting held on September 25, 2017. The Commission will make a recommendation on each of these requests to the County Board, who will take action at their October 10, 2017 meeting.

Public Comment:

There was no one to speak. Mr. Waack closed Public Comment.

Public Hearings – Discussion and possible action:

1. **Debra Lueloff** – ZMAR, NE1/4, NE1/4, Section 2, T18N-R21E, Town of Eaton, from General Agriculture (GA) to Exclusive Agriculture (EA).

Mr. Ryan read the Agenda Commentary (copy on file).

Mr. Waack asked if there was anyone to comment on this request.

There was no one to speak; Mr. Waack closed the Public Hearing.

A motion was made by Mr. Korinek to approve and seconded by Mr. Zimmer. Motion passed upon a unanimous voice vote.

2. **Manitowoc County Planning and Park Commission** – petitions for an ordinance amendment for Chapter 4 of the Manitowoc County Code titled “Finance” to allow for application, special assessment and permit fee increases.

Mr. Ryan gave an overview and indicated one change regarding staff recommendation is to lower the Impervious Surface Calculation Review fee to \$185 instead of the current \$350 due to a lower amount of staff time involved than previously anticipated.

A motion was made by Mr. Dyzak to approve as amended and seconded by Ms. Muench.

Discussion on the motion:

Mr. Falkowski indicated he would like to defer the fee increase for one year.

Mr. Zimmer agreed to defer the fee increase for one year.

End of discussion.

Original motion passed upon a 5/1 voice vote with Mr. Falkowski opposing.

Certified Surveys, Development Plans and Subdivisions – Discussion and possible action:

1. **Scott Schenian** – Variance Request, SW1/4, NW1/4, Section 18, T20N, R23E, Town of Kossuth.

Mr. Ryan read a summary of the request (copy on file).

A motion was made by Mr. Zimmer to approve and seconded by Ms. Muench. Motion passed upon a unanimous voice vote.

Postponed: Discussion and possible action on Comprehensive Ordinance Revision for Chapter 13 of the Manitowoc County Code titled “Private Sewage Systems Ordinance”.

Mr. Ryan gave an update indicating the Ordinance was reviewed by Corporation Counsel and the staff and will possibly be to the County Board level in November or December.

This item will remain postponed.

End of discussion.

Next Meeting Date: Next meeting is scheduled for Monday, October 23, 2017.

Adjournment: Motion to adjourn was made by Ms. Muench and seconded by Mr. Dyzak to adjourn at 4:16 pm. Motion passed upon a unanimous voice vote.

Respectfully submitted,

Mr. Dyzak, Secretary

Date



MANITOWOC COUNTY PLANNING AND PARK COMMISSION ADVISORY MEETING NOTICE

DATE: MONDAY, September 25, 2017
TIME: ► 3:30 P.M. ◄
PLACE: MANITOWOC COUNTY OFFICE COMPLEX
4319 EXPO DRIVE, MANITOWOC, WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the commission may convene in closed session. The following matters may be considered at the meeting:

- I. Call to Order - Roll Call
- II. Approval of Minutes - Approval of Agenda
"Open Meeting Law Compliance"
- III. Discussion Pertaining to Public Hearings of:
 1. **Debra Lueloff** – ZMAR, NE1/4, NE1/4, Section 2, T18N-R21E, Town of Eaton, from General Agriculture (GA) to Exclusive Agriculture (EA).
 2. **Manitowoc County Planning and Park Commission** - petitions for an ordinance amendment for Chapter 4 of the Manitowoc County Code titled "Finance" to allow for application, special assessment and permit fee increases.
- IV. Adjournment

Date: September 13, 2017

Melvin Waack, Commission Chair
By: Tim Ryan, Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this commission, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MANITOWOC COUNTY PLANNING AND PARK COMMISSION
MINUTES OF THE ADVISORY MEETING
September 25, 2017

Call to Order – Roll Call

The Advisory Meeting of the Manitowoc County Planning and Park Commission was called to order September 25, 2017 by Chairperson Waack at 3:30 p.m. in the County Offices Complex, 4319 Expo Drive, Manitowoc, WI.

Commissioners present: Mr. Waack, Mr. Zimmer, Mr. Dyzak, Ms. Muench, Mr. Korinek and Mr. Falkowski

Commissioners absent: Mr. Vogt

Staff present: Tim Ryan

Discussion of Public Hearing Information

Mr. Ryan presented information for the following Zoning Map Amendments and Text Amendment for Commissioners' review:

1. **Debra Lueloff** – ZMAR, NE1/4, NE1/4, Section 2, T18N, R21E, Town of Eaton, from General Agriculture (GA) to Exclusive Agriculture (EA).
2. **Manitowoc County Planning and Park Commission** – petitions for an ordinance amendment for Chapter 4 of the Manitowoc County Code titled "Finance" to allow for application, special assessment and permit fee increases.

ADJOURNMENT – Meeting adjourned at 4:00 p.m.



MANITOWOC COUNTY

PLANNING AND PARK COMMISSION

MEETING NOTICE

DATE: **Monday, December 4, 2017**
TIME: 4:00 P.M.
PLACE: MANITOWOC COUNTY OFFICE COMPLEX
4319 EXPO DRIVE, MANITOWOC, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the commission may convene in closed session. The following matters may be considered at the meeting:

- I. Call to Order - Roll Call
- II. Approval of Minutes
- III. Approval of Agenda - "Open Meeting Law Compliance"
- IV. Public Comment
- V. Public Hearings – Discussion and possible action:
 1. **Todd & Lori Lensmeyer** – ZMAR, SE¼, SW¼, Section 19, T20N-R23E, Town of Kossuth, from Exclusive Agriculture (EA) to Small Estate (SE).
 2. **Edward Berndt Jr. & Barbara** – ZMAR, SE¼, SE¼, Section 34, T21N-R22E, Town of Cooperstown, from General Agriculture (GA) to Small Estate (SE).
 3. **Gilbert & Linda Dorn** – ZMAR, NW¼, NE¼, and SW¼, NE¼, Section 1, T20N-R24E, Town of Two Rivers, from Exclusive Agriculture (EA) to Large Estate (LE) and Small Estate (SE).
 4. **Tom Rautmann** – ZMAR, NE¼, SE¼, Section 3, T17N-R21E, Town of Schleswig, from Natural Area (NA) to Large Estate (LE) and General Agriculture (GA).
 5. **Michael Froh** – ZMAR, SW¼, SW¼, Section 2, T17N-R21E, Town of Schleswig, from Large Estate (LE) to Lake Residential (LR).
 6. **Manitowoc County Planning and Park Commission** – petition for Comprehensive Ordinance Revision for Chapter 13 of the Manitowoc County Code titled "Private Sewage Systems Ordinance".
- VI. Certified Surveys, Development Plans and Subdivisions – Discussion and possible action:
 1. **James & Barbara Dhein** – Variance Request, NE¼, SE¼, Section 3, T17N-R21E, Town of Schleswig.
 2. **Michael Froh** – Variance Request, SW¼, SW¼, Section 2, T17N-R21E, Town of Schleswig.
 3. **Arline Jost c/o Laura Scharinger** – Variance Request, SE¼, SW¼, Section 6, T17N-R22E, Town of Meeme.
 4. **Gilbert & Linda Dorn** – Variance Request, NW¼, NE¼, and SW¼, NE¼, Section 1, T20N-R24E, Town of Two Rivers.
- VII. Postponed: Discussion and possible action on Comprehensive Ordinance Revision for Chapter 13 of the Manitowoc County Code titled "Private Sewage Systems Ordinance".
- VIII. Resolution authorizing the acceptance of County Conservation Aids (CCA) Funds from the Department of Natural Resources.
- IX. Discussion and possible action on snowmobile trail maintenance contracts for the 2017-2018 season.
- X. Resolution authorizing a utility easement for the Wisconsin Electric Power Company at the Cedar Lake access parking lot.
- XI. Discussion and possible acceptance on Resolution Referring Ordinance Violation to Corporation Counsel for Enforcement (David Diem, John B. LeClair, Heath A. Lemke, Steven L. Miller, and Johannes W. Wakker).
- XII. Miscellaneous:
 1. Staff Reports - None
 2. Personnel - None
 3. Correspondence - None
 4. Out of County Trips -
 - WI Land Surveyor Conference – January 24-26, 2018, Wisconsin Dells, WI - 1 staff member
 - WCCA Spring Conference – March 22-23, 2018, Wausau, WI - 2-3 staff members
 - WLIA Spring Conference – March 7-9, 2018, Elkhart Lake, WI – 2-3 staff members
 5. Other Matters – None
- XIII. Next Meeting Date – January 22, 2018
- XIV. Adjournment

Date: November 27, 2017

Melvin Waack, Commission Chair
By: Tim Ryan, Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this commission, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MANITOWOC COUNTY PLANNING AND PARK COMMISSION
MINUTES OF THE REGULAR DECEMBER 4, 2017 MEETING

Call to Order – Roll Call

The Regular December 4, 2017 meeting of the Manitowoc County Planning and Park Commission was called to order by Chairperson Waack at 4:00 p.m. in the County Offices Complex, 4319 Expo Drive, Manitowoc, WI.

Roll call of Commissioners present: Mr. Waack, Mr. Dyzak, Mr. Zimmer, Ms. Muench, Mr. Vogt and Mr. Falkowski.

Commissioners absent: Mr. Korinek

Staff present: Tim Ryan, Pete Tarnowski, Kaila Boeckman and Aprille Calewarts

Approval of Minutes – Open Meeting Law Compliance

Chairman Waack called for a motion to accept the Minutes of the regular September 25, 2017 meeting. Motion to accept the Minutes was made by Mr. Vogt and seconded by Ms. Muench. Motion passed upon a unanimous voice vote.

Approval of Agenda: Motion made by Mr. Zimmer and seconded by Mr. Dyzak to approve the Agenda as presented. Motion passed upon a unanimous voice vote.

Open Meeting Law Compliance: Mr. Ryan read the Open Meeting Law Compliance stating that the petitions seeking Zoning Map and Ordinance Amendments being heard at this public meeting were referred from the County Clerk; published in the Herald-Times Reporter on November 20, 2017 and November 27, 2017 reviewed by the Commission at a Commission Meeting held on December 4, 2017. The Commission will make a recommendation on each of these requests to the County Board, who will take action at their December 19, 2017 meeting.

Public Comment:

There was no one to speak. Mr. Waack closed Public Comment.

Public Hearings – Discussion and possible action:

1. **Todd & Lori Lensmeyer** – ZMAR, SE¼, SW¼, Section 19, T20N-R23E, Town of Kossuth, from Exclusive Agriculture (EA) to Small Estate (SE).

Mr. Ryan read the Agenda Commentary (copy on file).

Mr. Waack asked if there was anyone to comment on this request.

There was no one to speak; Mr. Waack closed the Public Hearing.

A motion was made by Mr. Zimmer to approve and seconded by Mr. Dyzak.

Mr. Vogt asked if the neighboring church to the east is abandoned.

Mr. Lensmeyer confirmed the diocese owns it, but believes it is not being used.

Motion passed upon a unanimous voice vote.

2. **Edward Berndt Jr. & Barbara** – ZMAR, SE¼, SE¼, Section 34, T21N-R22E, Town of Cooperstown, from General Agriculture (GA) to Small Estate (SE).

Mr. Ryan read the Agenda Commentary (copy on file).

Mr. Waack asked if there was anyone to comment on this request.

There was no one to speak; Mr. Waack closed the Public Hearing.

Mr. Waack asked if there was a drainage course running through the parcel with trees.

Mr. Berndt indicated there was to the south.

A motion was made by Mr. Vogt to approve and seconded by Ms. Muench. Motion passed upon a unanimous voice vote.

3. **Gilbert & Linda Dorn** – ZMAR, NW¼, NE¼, and SW¼, NE¼, Section 1, T20N-R24E, Town of Two Rivers, from Exclusive Agriculture (EA) to Large Estate (LE) and Small Estate (SE).

Mr. Ryan read the Agenda Commentary (copy on file).

Mr. Waack asked if there was anyone to comment on this request.

Mr. Zeitler, land surveyor gave an overview of the reason for the rezone request.

Mr. Dyzak asked for clarification regarding the easement.

Mr. Zeitler explained in detail the easement on the property.

Mr. Waack closed the Public Hearing.

A motion was made by Ms. Muench to approve and seconded by Mr. Falkowski. Motion passed upon a unanimous voice vote.

4. **Tom Rautmann** – ZMAR, NE¼, SE¼, Section 3, T17N-R21E, Town of Schleswig, from Natural Area (NA) to Large Estate (LE) and General Agriculture (GA).

Mr. Ryan read the Agenda Commentary (copy on file).

Mr. Waack asked if there was anyone to comment on this request.

Neighbor to the north asked if a home could be built on the property.

Mr. Ryan indicated he believes the intention is to be able to build a home.

Mr. Waack closed the Public Hearing.

A motion was made by Mr. Vogt to approve and seconded by Ms. Muench. Motion passed upon a unanimous voice vote.

5. **Michael Froh** – ZMAR, SW¼, SW¼, Section 2, T17N-R21E, Town of Schleswig, from Large Estate (LE) to Lake Residential (LR).

Mr. Ryan read the Agenda Commentary (copy on file).

Mr. Waack asked if there was anyone to comment on this request.

There was no one to speak; Mr. Waack closed the Public Hearing.

A motion was made by Mr. Falkowski to approve and seconded by Mr. Zimmer. Motion passed upon a unanimous voice vote.

6. **Manitowoc County Planning and Park Commission** – petition for Comprehensive Ordinance Revision for Chapter 13 of the Manitowoc County Code titled “Private Sewage Systems Ordinance”

Mr. Tarnowski gave a detailed overview of the ordinance and the major changes made.

Mr. Dyzak asked if this document controls permitting.

Mr. Tarnowski indicated the permit is a state permit with one fee collected at the county level and this ordinance does control permitting.

Mr. Tooley, Town of Centerville asked if building permit requirements are changing.

Mr. Tooley commented he believes the Maintenance program is good for Manitowoc County.

Mr. Tarnowski stated there are no requirements changing for towns, but if there is a change in bedroom size it should be discussed with Planning and Zoning.

A motion was made by Mr. Falkowski to approve with a contingency if there are substantial changes a review is needed and seconded by Ms. Muench. Motion passed upon a unanimous voice vote.

Certified Surveys, Development Plans and Subdivisions – Discussion and possible action:

1. **James & Barbara Dhein** – Variance Request, SW1/4, NW1/4, Section 18, T20N, R23E, Town of Kossuth.

Mr. Ryan read a summary of the request (copy on file).

A motion was made by Ms. Muench to approve and seconded by Ms. Muench. Motion passed upon a unanimous voice vote.

2. **Michael Froh** – Variance Request, SW¼, SW¼, Section 2, T17N-R21E, Town of Schleswig.

Mr. Ryan read a summary of the request (copy on file).

A motion was made by Mr. Falkowski to approve and seconded by Mr. Zimmer. Motion passed upon a unanimous voice vote.

3. **Arline Jost c/o Laura Scharinger** – Variance Request, SE¼, SW¼, Section 6, T17N-R22E, Town of Meeme.

Mr. Ryan read a summary of the request (copy on file).

A motion was made by Mr. Waack to approve and seconded by Mr. Zimmer. Motion passed upon a unanimous voice vote.

4. **Gilbert & Linda Dorn** – Variance Request, NW¼, NE¼, and SW¼, NE¼, Section 1, T20N-R24E, Town of Two Rivers.

Mr. Ryan read a summary of the request (copy on file).

A motion was made by Mr. Dyzak to approve and seconded by Mr. Zimmer. Motion passed upon a unanimous voice vote.

Postponed: Discussion and possible action on Comprehensive Ordinance Revision for Chapter 13 of the Manitowoc County Code titled “Private Sewage Systems Ordinance”.

A motion was made by Ms. Muench to deny and seconded by Mr. Falkowski. Motion passed upon a unanimous voice vote.

Resolution authorizing the acceptance of County Conservation Aids (CCA) Funds from the Department of Natural Resources.

Mr. Ryan gave an overview.

A motion was made by Mr. Falkowski to approve and seconded by Mr. Zimmer. Motion passed upon a unanimous voice vote.

Discussion and possible action on snowmobile trail maintenance contracts for the 2017-2018 season.

Mr. Tarnowski gave an overview.

A motion was made by Ms. Muench to approve and seconded by Mr. Vogt. Motion passed upon a unanimous voice vote.

Resolution authorizing a utility easement for the Wisconsin Electric Power Company at the Cedar Lake access parking lot.

Mr. Tarnowski gave an overview and showed the Commissioners on a map the location of the proposed easement.

Mr. Dyzak commented to make sure to know what the easement is entitled to. There was a resident who had an easement access for the power company and the power company removed trees without permission. He stated he doesn't want that to happen to the County.

Mr. Tarnowski confirmed there are not trees located at the proposed easement spot.

A motion was made by Ms. Muench to approve and seconded by Mr. Dyzak. Motion passed upon a unanimous voice vote.

Discussion and possible acceptance on Resolution Referring Ordinance Violation to Corporation Counsel for Enforcement (David Diem, John B. LeClair, Heath A. Lemke, Steven L. Miller, and Johannes W. Wakker).

Ms. Boeckman gave an overview of the resolution with an update from the August resolution indicating there are only 2 from then who still didn't comply.

A motion was made by Mr. Vogt to approve to send to Corporation Counsel and seconded by Ms. Muench. Motion passed upon a unanimous voice vote.

Miscellaneous:

Staff Reports –

Ms. Boeckman gave an update regarding Riverside Landscaping LLC stating they need to pay a fine and need to implement their drainage plan. She stated the salt shed on the property is a DOT issue.

Mr. Ryan gave an update regarding the park shelter status for Maribel Caves, Devils River trail and stated the Maribel Caves tour for the Commission will be next year.

Out of County Trips –

- WI Land Surveyor Conference – January 24-26, 2018, Wisconsin Dells, WI - 1 staff member
- WCCA Spring Conference – March 22-23, 2018, Wausau, WI - 2-3 staff members
- WLIA Spring Conference – March 7-9, 2018, Elkhart Lake, WI – 2-3 staff members

A motion was made by Ms. Muench to approve attendance for all three conferences and seconded by Mr. Dyzak. Motion passed upon a unanimous voice vote.

Next Meeting Date: Next meeting is scheduled for Monday, January 22, 2017.

Adjournment: Motion to adjourn was made by Mr. Zimmer to adjourn at 5:00 pm. Motion passed upon a unanimous voice vote.

Respectfully submitted,

Mr. Dyzak, Secretary

Date



MANITOWOC COUNTY PLANNING AND PARK COMMISSION ADVISORY MEETING NOTICE

DATE: MONDAY, December 4, 2017
TIME: ► 3:30 P.M. ◀
PLACE: MANITOWOC COUNTY OFFICE COMPLEX
4319 EXPO DRIVE, MANITOWOC, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the commission may convene in closed session. The following matters may be considered at the meeting:

- I. Call to Order - Roll Call
- II. Approval of Minutes - Approval of Agenda
"Open Meeting Law Compliance"
- III. Discussion Pertaining to Public Hearings of:
 1. **Todd & Lori Lensmeyer** – ZMAR, SE¼, SW¼, Section 19, T20N-R23E, Town of Kossuth, from Exclusive Agriculture (EA) to Small Estate (SE).
 2. **Edward Berndt Jr. & Barbara** – ZMAR, SE¼, SE¼, Section 34, T21N-R22E, Town of Cooperstown, from General Agriculture (GA) to Small Estate (SE).
 3. **Gilbert & Linda Dorn** – ZMAR, NW¼, NE¼, and SW¼, NE¼, Section 1, T20N-R24E, Town of Two Rivers, from Exclusive Agriculture (EA) to Large Estate (LE) and Small Estate (SE).
 4. **Tom Rautmann** – ZMAR, NE¼, SE¼, Section 3, T17N-R21E, Town of Schleswig, from Natural Area (NA) to Large Estate (LE) and General Agriculture (GA).
 5. **Michael Froh** – ZMAR, SW¼, SW¼, Section 2, T17N-R21E, Town of Schleswig, from Large Estate (LE) to Lake Residential (LR).
 6. **Manitowoc County Planning and Park Commission** – petition for Comprehensive Ordinance Revision for Chapter 13 of the Manitowoc County Code titled "Private Sewage Systems Ordinance"
- IV. Adjournment

Date: November 15, 2017

Melvin Waack, Commission Chair
By: Tim Ryan, Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this commission, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MANITOWOC COUNTY PLANNING AND PARK COMMISSION
MINUTES OF THE ADVISORY MEETING
December 4, 2017

Call to Order – Roll Call

The Advisory Meeting of the Manitowoc County Planning and Park Commission was called to order December 4, 2017 by Chairperson Waack at 3:30 p.m. in the County Offices Complex, 4319 Expo Drive, Manitowoc, WI.

Commissioners present: Mr. Waack, Mr. Zimmer, Mr. Dyzak, Ms. Muench, Mr. Vogt and Mr. Falkowski

Commissioners absent: Mr. Korinek

Staff present: Tim Ryan and Pete Tarnowski

Discussion of Public Hearing Information

Mr. Ryan presented information for the following Zoning Map Amendments and Text Amendment for Commissioners' review:

1. **Todd & Lori Lensmeyer** – Zmar, SE¼, SW¼, Section 19, T20N-R23E, Town Of Kossuth, From Exclusive Agriculture (EA) To Small Estate (SE).
2. **Edward Berndt Jr. & Barbara** – ZMAR, SE¼, SE¼, Section 34, T21N-R22E, Town of Cooperstown, from General Agriculture (GA) to Small Estate (SE).
3. **Gilbert & Linda Dorn** – ZMAR, NW¼, NE¼, And SW¼, NE¼, Section 1, T20N-R24E, Town Of Two Rivers, From Exclusive Agriculture (EA) To Large Estate (LE) And Small Estate (SE).
4. **Tom Rautmann** – ZMAR, NE¼, SE¼, Section 3, T17N-R21E, Town Of Schleswig, From Natural Area (NA) To Large Estate (LE) And General Agriculture (GA).
5. **Michael Froh** – ZMAR, SW¼, SW¼, Section 2, T17N-R21E, Town Of Schleswig, From Large Estate (LE) To Lake Residential (LR).
6. **Manitowoc County Planning and Park Commission** – Petition For Comprehensive Ordinance Revision For Chapter 13 Of The Manitowoc County Code Titled "Private Sewage Systems Ordinance"

ADJOURNMENT – Meeting adjourned at 4:00 p.m.