

**Lincoln County Planning and Zoning Committee**  
**Thursday, June 14, 2012 at 8:30 a.m.**  
**Lincoln County Service Center, Meeting Room 107**

1. Call Meeting to Order - Meeting was called to order by Chairman Saal at 8:30 a.m. in meeting room 107 in the Lincoln County Service Center. Members present: Saal, Rusch, Bailey & Pike along with Diane Hanson; Land Services Administrator, Dan Bowers; Zoning Specialist, June Winters; Program Assistant & 4 other persons were present. Nelson was excused.
2. “Old Business” – (Laid over from 4/13/12 & 5/10/12) – Elwood & Elaine Derstine Comprehensive Plan Amendment & Rezone Request – Town of Russell - Dan Bowers reviewed the Derstine’s request for the rezone and what issues have been discussed since the initial request. Saal reviewed the Committee’s views from the previous meeting. Bailey had questions on the original issues. Bowers clarified some of the issues.

Elwood Derstine was present. He is the applicant and explained their request for the Committee. They have a sausage making business that is based in Thorp but they are hoping to expand their business to the property that they now live at in the Town of Russell to have a mail order facility for sausage making supplies. Saal had questions of Derstine regarding traffic & septic issues for the site. Bowers explained that the septic issue would be addressed in the permitting process if this request is granted.

Norm Hodgson, Chairmen of the Town of Russell was present. This request was discussed at their town board meeting recently and it had been suggested that if this lot and 2 others were to be included in the request, the township may be in favor of the request. However, it was believed at their meeting that this would be no more than a warehouse situation but from today’s discussion it sounds like they may be producing the sausage making supplies on site also.

Bowers clarified what would be allowed under different options that are available under the different zoning districts. He explained that there are restrictions under the different districts. Bowers that that they would be required to have a bathroom in the facility and there may be regulations that are required by different agencies. Bowers said that if that is granted the request would then require a Conditional Use Permit be granted in order to follow through with the business.

Saal started a motion on the request and Bowers explained that if Derstine wishes to expand the request to the 3 parcels involved it would require an additional notice for the change. Saal withdrew his motion.

Saal motioned to lay over the request until the July meeting until it can be properly noticed, seconded by Rusch. Motion carried all ayes.

3. Review Proposed 2013 Zoning Department Budget - Hanson reviewed the proposed 2013 budget. Bailey & Pike had questions about the vehicle account and options available. Hanson reviewed other expenses particularly regarding grant funded programs. She explained that she had contacted surrounding counties to see if our fees seemed to be in line. We have lower fees for some permits than some of the surrounding counties. She explained what increases she was proposing.

Saal explained the history of revenue sources in the Zoning department and how much was funded by permit fees. He suggested that more of this department’s budget should be funded by the levy.

Rusch agreed that even with the fee increases she doesn’t believe that it will sustain the department without a levy increase either. Bailey asked if the increase would bring us in line with surrounding counties and Hanson said that it

would bring it closer to Langlade and Marathon counties but Oneida County's fees are based on a different formula (square footage) that is more complicated. Rusch asked if other counties fund their Zoning departments on about the same percentage of tax levy as Lincoln County does. Hanson didn't know but said that she will look into it. Hanson said that a very large portion of what this department does is mandated by the state, most of them unfunded. Saal explained how staff has been reduced in recent years. Rusch asked if there was any hope of salary increases for employees who have taken on additional duties. There was discussion on the issue.

Motion by Saal, seconded by Pike to approve the proposed fee increases effective January 1, 2013. Motion carried all ayes.

Hanson excused herself at 9:40 a.m. to speak to Finance to adjust the figures on the budget to include the proposed fee increases to have an accurate budget to discuss. There was lengthy discussion on the budget issues.

At 9:52 a.m. Saal called for a break. Meeting reconvened at 10:00 a.m.

Motion by Rusch, seconded by Pike to approve the budget with the proposed fee increases. Motion carried all ayes. Committee signed the budget to forward to Finance.

Saal requested that the percentage of the Zoning Department's revenue that is generated by fees be put on next month's meeting as an agenda item and that Randy Scholz and Dan Leydet be invited to attend the meeting for the discussion.

4. Public Comment Opportunity – Earl Welker was present from the Town of Schley Plan Commission. He wanted the Committee to be aware of a current problem in the Town of Schley. He explained the process currently in place with permits being issued. Last year an applicant applied to Zoning for 3 duplexes to be built and that the town really had no input for the request. They had a private road issue at that time along with the use of the duplexes not being use for just residential use. The landowner had also applied for a permit for a large building this year for a "farm building" (greenhouse for personal use of the residents in the duplexes). The town feels that this is more of a commercial use of the property and feel that the use is not appropriate. There may be a state statute that an annual inspection of a CBRF (community based residential facility) be made to make sure that all requirements are being met.

The town recently denied a request for a permit for the greenhouse and the developer has agreed to come to the Town's meeting on June 21<sup>st</sup> to discuss issues with the town.

Saal said that this issue should be investigated by Zoning staff and should be put on the July Zoning Committee meeting agenda for discussion.

5. Approve the May 10, 2012 meeting minutes – Motion by Bailey, seconded by Pike to approve the May 10, 2012 meeting minutes. Motion carried all ayes.
6. Department Report - The Committee reviewed both the compliance & financial reports.
7. Confirm next meeting/public hearing date – Tentatively July 12, 2012 – Confirmed meeting date.
8. Adjourn – Motion by Saal, seconded by Bailey to adjourn at 10:30 a.m. Motion carried all ayes.