

Lincoln County Land Services Committee
Minutes of Thursday, June 11, 2020 5:00 pm
Lincoln County Service Center, Room #257
AMENDED

MEMBERS PRESENT In-Person: Bill Bialecki, Hans Breitenmoser, Julie Allen, Greta Rusch, and Elizabeth McCrank

MEMBERS PRESENT Teleconference: Joshua Wendt

MEMBERS ABSENT: Ann Krueger (excused)

DEPARTMENT HEADS/STAFF In-Person: Matthew Bremer (Land Services Administrator), Sarah Koss (Register of Deeds), Dan Leydet (Finance Director), Elizabeth Peronto (Program Assistant), Mike Huth arrived at 5:55pm (Zoning Program Manager)

DEPARTMENT HEADS/STAFF Teleconference:

VISITORS In-Person: Tom Andreska, Kenneth Leiternann, Bryan Hoffman, William *Wulf, Tom Ball, Mary Ball, John Boyer, Eugene Simon

VISITORS Teleconference: Pat Mecino

1. Call Meeting order - Meeting was called to order by Matt Bremer at 5:00 p.m.
2. Introduction of Committee and Staff – Bremer introduced the members of the Land Services Committee.
3. Election of Officers
 - a. Chair – Bremer called for nominations for Chair. M/S Bialecki nominated Heller as Chair. M/S Breitenmoser/McCrank to close nominations and cast ballot. Motion carried on a voice vote.
 - b. Meeting was turned over to Chair Heller.
 - c. Vice-Chair – Heller called for nominations for Vice-Chair. M/S Breitenmoser nominated Bialecki as Vice-Chair. M/S Allen/Rusch to close nominations and cast unanimous ballot. Motion carries unanimously.
 - d. Secretary –Heller called for nominations for Secretary. M/S Bialecki nominated Rusch as Secretary. M/S Bialecki/McCrank to close nominations and cast unanimous ballot. Motion carries unanimously.
4. Appoint representatives to:
 - a. (1+Alternate) North Central land and Water Conservation Association (NCLWCA) – Chair Heller appointed Elizabeth McCrank as the Representative and Joshua Wendt as the alternate.
 - b. (1+Alternate) Lumberjack Resource Conservation and Development Council (RC&D) – Chair Heller appointed Bill Bialecki as the Representative and Christopher Heller as the alternate.

REGISTER OF DEEDS

5. Q&A on Monthly Munis Report – Sarah Koss asked if there were any questions on the report. Koss went over some of the line-items to give a brief overview for the new committee members. There were no further questions.
6. Q&A on Monthly Written Report – Koss asked if there were any questions on the report. Koss gave an overview of the report for the new committee members.
7. Budget Modifications and Carryover Requests – Koss explained the budget modification request is to decrease fringe and increase salary for 2019 budget due to a slight miscalculation. M/S Allen/Heller to accept the budget modification as proposed. Motion carried on a voice vote.

Koss explained that the carryover request is due to the need for a new scanner. M/S Rusch/Bialecki to approve the carryover request. Motion carried on a voice vote.

LAND SERVICES DEPARTMENT

Chair Heller moved to item 10.

10. Public Comment – Tom Andreska explained that he had difficulty combining two parcels due to a policy that requires names be identical on all titles for properties wanting to be combined. He had slightly differing names and feels that the policy is being misinterpreted. He is requesting that the Committee reviews this policy

Chair Heller moved to item 8.

8. Discussion of 2021 Preliminary Budget - Dan Leydet explained that the initial conversations with Department Heads have been delayed due to Covid19 and those discussions have been moved to July and August instead of the typical May and June timeframe.

9. Department Written Reports and Correspondence – Bremer presented his financial report. There were no questions. Bremer presented his written report. Allen stated that Land Services Staff had concerns regarding how the department was handling the safety precautions regarding Covid19. Allen asked if the department was following the temporary personal policy regarding Covid19. Bremer stated yes. Further discussion occurred regarding number of permits issued this year compared to last year.
- Budget Modifications and Carryovers – Leydet explained the budget modification. M/S Heller/Bialecki to approve the budget modifications for 2019. Motion carried on a voice vote. Leydet explained that a majority of the money being carried over is due to accrual of fees that are mandated by the State to be used for specific projects. The department is continuing to roll over the accruals until enough is set aside to afford the projects. M/S Rusch/Bialecki to approve the four carryovers. Motion carried on a voice vote.
 - Projected Year End Report – Leydet informed the committee that the end of the year (2019) budget shows an overall budget of approximately \$262,000 that is not going to be used. Allen asked where this money goes. Leydet stated that this money stays in the general fund.
 - Department Staffing update – Bremer and LSC members held a discussion regarding the staffing positions currently vacant.
 - Approval of Time sheets and expense account
M/S Heller/Bialecki to approve the department head timesheets and expense reports as presented. Motion carried on a voice vote.

Chair Heller moved to item 13. Huth arrived at 5:55pm

13. 6:00pm Public Hearings – Public Hearing was called to order at 6:05 p.m. by Heller. Heller explained the rules of conduct for public hearings and introduced the Committee members and staff.

CONDITIONAL USE REQUESTS

- a) A request by WIS\DOT (property owner) and Bryan Hoffman (Co-applicant) to allow for a personal storage facility in a General Business (GB) zoning district. The property is located at the intersection of Prairie Crest Lane and County Road K in Section 31, T32N-R7E, in the Town of Merrill. The tax pin# is 014-3207-312-9977 and the parcel is approximately 5.24 acres.

Heller asked for testimony in support of the CUP application. The applicant, Bryan Hoffman, was present and explained their proposal.

Heller asked for any more proponents of the request. Pat Mecino, Real Estate Specialist for the WI Department of Transportation, spoke via teleconference and is in favor of the proposed land use.

Heller asked for testimony from opponents of the request. William *Wulf is opposed to the land use because he claims an interest in the property and does not believe the DOT has title to the property.

A narrated video providing an overview/tour of the property was shown as prepared by Land Services Staff. Huth presented the staff report. County staff recommends that the committee approves the Conditional Use permit, with twelve recommended conditions, as written in the staff report.

Heller asked if the applicants agree to the conditions as written in the staff report. The applicants agree.

Heller closed the public hearing for the request. Bialecki asked for input based on the question regarding the ownership of the land. Pat Mecino stated that they do not do a title search and they were not aware of the ownership discrepancy. It is the responsibility of the buyer to obtain a title search.

M/S Bialecki/McCrank to lay over this request until ownership is confirmed. Discussion followed. Motion carried on a voice vote.

- b) A request by Tom and Mary Ball to allow a camping unit on the property for more than 60 days a year in a Rural Residential (RR1) zoning district. The property is located at N2710 ROW Rd of Section 36, T32N-R6E, in the Town of Merrill. The tax pin# is are 014-3206-364-9927 with a parcel size of approximately .44 acre. The request is being heard under section 17.8.30 and relating to section 17.3.03(9) of the Lincoln County Zoning Ordinance.

Heller asked for testimony in support of the CUP application. The applicants, Thomas and Mary Ball, were present and explained their proposal. Allen asked if the camper will be stored at the site, Mary and Tom Ball explained that the camper will be stored at their primary residence and only brought to the lot when wanted for use.

Heller asked for any more proponents of the request. John Boyer is in support of the request. He stated that he has seen the beneficial work that the Balls have done to the property in improvements since they purchased the property.

Heller asked for testimony from opponents of the request. Eugene Simon, speaking on behalf of the Pesobic Lake Association Board, is against the use of campers and trailers around Lake Pesobic. Allen asked if the Town of Merrill heard the request on their agenda. Ball stated that it was and Heller confirmed it via the Town's agenda. Ball stated that it was recommended for approval by the Town of Merrill. Discussion followed including clarifying some confusion regarding which property was in question for this hearing.

A narrated video providing an overview/tour of the property was shown as prepared by Land Services Staff.

Huth presented the staff report. County staff recommends that the committee approves the Conditional Use permit, with seven recommended conditions, as written in the staff report.

Heller asked if the applicants agree to the conditions as written in the staff report. The applicants agree.

Heller closed the public hearing for the request.

M/S Bialecki/Heller to grant the CUP with conditions as listed in the staff report. Motion carried on a voice vote.

Conditions:

- 1) Shall not be more than one occupied camping unit per parcel in a residential zoning district meeting applicable setbacks.
- 2) Adequate sanitation meeting all applicable State and County regulations, such as a private on-site waste disposal system or privy, shall be required for units that remain on a property for over 60 days.
- 3) Shall not be more than one stored camping unit meeting applicable setbacks per parcel in a residential zoning district that contains a principle structure.
- 4) Once a principle structure is permitted and occupancy granted by the local building inspector, the camping unit can no longer be occupied for more than 60 days per calendar year.
- 5) Camping unit limited to 400 square feet in overall size.
- 6) The camping unit shall meet all required setbacks imposed by the Zoning Ordinance.
- 7) The camping unit must be authorized by the issuance of a Land Use Permit.

- c) A request by South Pine Investments LLC (represented by Kenneth Leitermann) to allow for an accessory storage building larger than 2,000 square feet in a Rural Residential (RR3) zoning district. The property is located at N10391 S. Pine Rd. of Section 29, T35N-R7E, in the Town of King. The tax pin# is 012-3207-291-9986 and the parcel is approximately 2.15 acres. The request is being heard under section 17.8.30 and relating to section 17.3.09(1) of the Lincoln County Zoning Ordinance.

Heller asked for testimony in support of the CUP application. The representative, Ken Leitermann, was present and explained their proposal.

Heller asked for any more proponents of the request. There were none.

Heller asked for testimony from opponents of the request. There was none.

A narrated video providing an overview/tour of the property was shown as prepared by Land Services Staff. Huth presented the staff report. County staff recommends that the committee approves the Conditional Use permit, with four recommended conditions, as written in the staff report.

Heller asked if the applicants agree to the conditions as written in the staff report. The representative agreed.

Heller closed the public hearing for the request.

M/S Allen/Rusch to grant the CUP with conditions as listed in the staff report. Motion carried on a voice vote.

Conditions:

- 1) Size/dimensions of accessory structure to be no larger than proposed on site plan.
- 2) Accessory structure shall not be used as habitable space, commercial use, industrial use, or as a separate dwelling unit; unless as approved through the applicable permitting process.
- 3) Shall follow applicable zoning district maximum building coverage standards for the acreage found in section 17.2.101.
- 4) Accessory structure additions to be permitted through the Zoning - Lane Use Permit process and meet all applicable standards located in zoning ordinance.

Chair Heller moved to items 11 and 12.

11. Approval of the March 12, 2020 Land Services Committee Minutes -

M/S Rusch/Heller to approve the 3/12/2020 minutes. Motion carried on a voice vote.

12. Agency Updates – There were none.

Chair Heller moved to item 14

14. Future Agenda Items – Discussion on Policy regarding combining parcels, Public Hearing for WISDOT/Hoffman, Notification Policy for Lake Associations.

15. Confirm next meeting/public hearing date – July 9, 2020. Meeting to begin at 3:30pm. The Public Hearing will begin at 4:00pm.

16. Adjourn – M/S Heller/Bialecki to adjourn at 7:11 p.m. Motion carried on a voice vote.

Minutes prepared by Elizabeth Peronto