

**CLARK COUNTY PLANNING, ZONING & LAND INFORMATION  
COMMITTEE MEETING**

The Planning, Zoning & Land Information committee meeting was held on Tuesday, August 30, 2016 following the Public Hearing in the Clark County Courthouse Auditorium, Room 101, Neillsville WI.

Chairman Waichulis called the Planning & Zoning Committee meeting to order at 10:25 AM.

Motion by Tom Wilcox, second by Byrl Dahl to approve minutes of Tuesday, August 16th meeting as presented. Voice vote taken, all aye, motion carried.

**Clark County Code of Ordinances Chapter 22 Article V & VI**

**A: Review Public Hearing Comments:** Administrator and committee discussed the comments regarding the Clark County Code of Ordinance Chapter 22, Article V and proposed repeal of Clark County Code of Ordinance Chapter 22, Article VI. Discussion regarding the Sec. 22-365 (5)(d) Boathouses, maximum dimensions of a boathouse are: 10 feet in width by 30 feet in depth. Administrator also discussed “landscaping activities” v. “land disturbance activity”; committee decided a definition “land disturbance activity” should be added to the ordinance. A motion by Rick Opelt, seconded by Mark Cattnach to approve changes to the Clark County Code of Ordinance Chapter 22, Article V and proposed repeal of Clark County Code of Ordinance Chapter 22, Article VI with the two following changes:

- Sec. 22-365 (5)(d) Boathouses, maximum dimensions of a boathouse are: 12 feet in width by 30 feet in depth.
- Add definition of “land disturbance activity”.

**B: Review WIDNR Comments:** At this time WIDNR has not given written comment. Administrator has been in contact with Corporation Counsel and the WIDNR.

**C: Approve final draft of Clark County Code of ordinance Chapter 22, Article V & VI:** Administrator went over the timeline and the process that needs to be taken.

**Closed Session – WI Statute § 19.85 (1) (c)**

At 10:56 motion by Tom Wilcox, seconded by Byrl Dahl that the committee may go into closed session in accordance with WI Statute § 19.85(1)(f) considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.

- a. Planning, Zoning, Land Information Employee Work Restrictions
- b. Planning, Zoning, Land Information Employee Grievance(s)

Roll call vote taken with all “aye”; motion carried.

At 11:30 AM motion by Rick Opelt, seconded by Tom Wilcox to reconvene into open session. Roll call vote taken with all “aye”; motion carried.

**2017 Planning, Zoning and Land Information Budget:** Administrator discussed changes to the 2017 budget summaries; there are no changes to the line items.

**Planning, Zoning and Land Information Administrator; Position Description:**

Administrator presented the committee with Clark County Planning, Zoning and Land Information Administrator position description and shared some of the changes and/or additions. Administrator and committee discussed the experience and education required for this position and decided on changing “required” to “recommended”. Tom Wilcox made a motion, second by Byrl Dahl to approve the Administrator position description with a change in experience section from “required” to “recommended”. Voice vote taken, all aye, motion carried.

**Planning, Zoning and Land Information Department Work Rules:**

Administrator shared with the committee the Planning, Zoning and Land Information Department work rules and the changes that have been made regarding maximum lifting, office work hours and work schedules. Committee asked questions regarding flex time and how it works in this department. A motion was made by Tom Wilcox, second by Rick Opelt to approve department work rules as presented. Voice vote taken, all aye, motion carried.

**Survey program:**

A: Fall 2016 Work Plan: Administrator discussed the LTE position and that Cody Steines was going back to school, but will continue to work on Friday’s through the fall/early winter.

B: Columbia Assessor Plat; Town of Hewett Meeting: County Surveyor, Wade Pettit attended Town of Hewett board meeting and answered questions they had regarding the Assessor Plat. The township has scheduled a public informational meeting for Town of Hewett residents on Saturday, September 24<sup>th</sup>, 10:30 AM. Wade Pettit will attend this meeting. Administrator will gather additional administrative information. Administrator reminded the committee that this project is not in the 2017 budget.

**Land Information Program:**

A: LiDAR/Orthophoto Project Planning: No discussion

**Zoning Program:**

A: WIDNR/FEMA Workshop; March 2017 Joint training with Emergency Management, Cities, Villages, Towns, County: Administrator working with WIDNR to put on a training within the County and partnership with Emergency Management and Towns Association for cities, villages, townships workshop. Administrator still working out details on date, place and time.

**Public Comment:** Administrator has been in some discussions on the possibility of the department office being relocated in order to help accommodate the needs of ADRC and Aging Department. Administrator asked committee if they had any concerns or comments. Administrator will continue to have discussions and make recommendations and keep the committee informed.

Next meeting is tentatively scheduled for Tuesday, September 13, 2016, 3:00 PM, Room 305.

Vouchers were reviewed. Motion to approve vouchers as presented by Rick Opelt, second by Tom Wilcox. Voice vote taken, all aye, motion carried.

Motion to adjourn by Tom Wilcox, second by Rick Opelt, Voice vote taken, all aye, motion carried.

Meeting adjourned at 12:25 PM.

Minutes recorded by Theresa Hediger

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