

MANITOWOC COUNTY PLANNING AND PARK COMMISSION
MINUTES OF THE REGULAR MARCH 28, 2016 MEETING

Call to Order – Roll Call

The Regular March 28, 2016 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. Korinek, Mr. Vogt, Ms. Muench, Mr. Hoffman and Mr. Falkowski.

Commissioners absent: Mr. Zimmer

Staff present: Tim Ryan, Aprille Calewarts, Pete Tarnowski and Gary Robinson

Approval of Minutes – Open Meeting Law Compliance

Chairman Waack called for a motion to accept the Minutes of the regular January 25, 2016 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 Ms. Muench 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 March 14 and March 21, 2016; and reviewed by the Commission at a Commission Advisory Meeting held on March 28, 2016. The Commission will make a recommendation on each of these requests to the County Board, who will take action at their April 19, 2016 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. **Allen Horst** – ZMAR, NW1/4, SW1/4, Section 35, T21N-R24E, Town of Two Creeks, from Large Estate (LE) to General Agriculture (GA).

Mr. Ryan read the Agenda Commentary (copy on file). A letter was received from the Town of Two Creeks indicating the Town Board supports this rezone request.

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

Mr. Horst spoke on behalf of himself. He is in favor of the request and if there are any questions he is there to answer them.

Lee Engelbrecht, Town Chairman of Town of Two Creeks, spoke in favor of the rezone request.

No one else spoke; Mr. Waack closed the Public Hearing.

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

2. **Dennis Spevacek** – ZMAR, SE1/4, SE1/4 Section 19, T21N-R23E, Town of Gibson, from Exclusive Agriculture (EA) to Natural Area (NA).

Mr. Ryan read the Agenda Commentary (copy on file). A letter was received from the Town of Gibson indicating the Town Board supports this rezone request.

Glenn Spevacek, current owner stated he has no negative comments on the rezone request.

Brian Wojta stated him and his wife McKenzie will be the new owners and are looking to build a single family home. They are in favor of the request.

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

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

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

3. **Logan and Kristina Biggs** - ZMAR, SW1/4, SW1/4 Section 6, T19N-R21E, Town of Rockland, from Rural Residential (RR) to Lake Residential (LR).

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

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

Kristina Biggs spoke in favor of the rezone request on behalf of her and husband, Logan Biggs.

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

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

4. **Manitowoc County Planning and Park Commission** - petition for Comprehensive Ordinance Revision for Chapter 9 of the Manitowoc County Code titled "Shoreland Zoning Ordinance".

Mr. Ryan gave an overview stating the DNR and the State are requiring updates and changes by October 2016.

Mr. Ryan recommended postponing the revision to give Corporation Counsel adequate time to review the ordinance.

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

Motion was made by Mr. Hoffman to postpone until next month and seconded by Mr. Korinek to approve the request. Motion passed upon a unanimous voice vote.

5. **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. Ryan gave an overview stating Pete Tarnowski and Reed Gaedtke worked on updates.

Mr. Ryan recommended postponing the revision to give Corporation Counsel adequate time to review the ordinance.

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

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

Mike Sobush: Maribel Caves Tour guide for the Wisconsin Speleological Society and our Park Liaison – to provide data as to the tours and amount of people that visited the Caves in 2015

Mr. Sobush gave an overview of updates at Maribel Caves.

Mr. Sobush stated there is now about 750 feet of cave cleaned out with 550 feet walking cave and 250 feet stooping/crawling cave.

He had also stated this year is the largest bat count they have had totaling 169 bats.

Mr. Waack commented on how the cave is such an asset for Manitowoc County and all is done by volunteers.

Mr. Korinek questioned if there were white nose bats at the caves.

Mr. Sobush responded they are in Wisconsin, but none at the caves. He stated we do have one of the larger populations of northern long ear bats.

Mr. Waack asked if the caves are a winter habitat only or all the time.

Mr. Sobush stated winter time only.

Mr. Falkowski questioned if there was a wish list or anything that would be helpful.

Mr. Sobush and Mr. Robinson responded there is a plan in order, but it takes time and many donations.

End of discussion.

Discussion and possible approval on special event request for Jim Van Lanen disc golf tournament at Lower Cato Falls

Mr. Robinson gave an overview of the event and requested permission to go ahead with the disc golf tournament providing the certificate of liability and special event permit are provided to Manitowoc County Parks prior to the event.

End of discussion.

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

Discussion and possible acceptance on 2016 snowmobile resolution

Mr. Robinson gave an overview of the 2016/2017 snowmobile season resolution.

End of discussion.

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

Miscellaneous:

Staff Reports –

- A. 2015 end of year Budget results discussion

Mr. Ryan gave an overview of the 2015 budget.

- B. Discussion of Rezone description to be completed by a licensed surveyor

Mr. Ryan gave an overview of having a licensed surveyor complete rezone descriptions when an entire parcel is divided. Mr. Ryan also explained Corporation Counsel was in favor of this procedure to limit the county's liability.

Mr. Korinek questioned who pays for the surveyor to do descriptions.

Mr. Ryan stated the owner would pay for the service.

Mr. Falkowski questioned what the minimum requirements are for the county to accept a rezone.

Mr. Ryan stated it is a legal description of the property and it could be done by an attorney or licensed surveyor. He also stated most counties do have a licensed third party supply the description.

A motion was made by Mr. Hoffman to require the owner to provide a land description (for a division of a parcel) done through a licensed surveyor or attorney and seconded by Ms. Muench. Motion passed upon a unanimous voice vote.

Out of County Trips –

WCCA Spring Conference held March 31 – April 1, 2016, Mosinee WI – three staff members.

Mr. Ryan gave an overview of the conference.

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

Next Meeting Date: Next meeting is scheduled for Monday, April 25, 2016.

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

Respectfully submitted,

Mr. Zimmer, Secretary

Date