



PORTAGE COUNTY

MEETING MINUTES

PLANNING AND ZONING COMMITTEE

PORTAGE COUNTY ANNEX
CONFERENCE ROOM 5
1462 STRONGS AVENUE
STEVENS POINT, WI 54481

Tuesday, May 23, 2023

5:00 PM

REMOTE ATTENDANCE & COMMENT

To attend this meeting by telephone : dial 1-872-242-7813 , after dialing the number you will then be asked to enter in a meeting number. Use the following meeting number: 324 560 582, then press #

To attend this meeting by video: [Click here to join the meeting](#)

CALL TO ORDER

The Planning and Zoning Committee meeting was called to order at 5:00 pm.

Members Present: Larry Raikowski, Barry Jacowski, Julie Morrow, Mike Splinter, Pat Keller

Attending In-Person: Larry Raikowski, Barry Jacowski, Julie Morrow, Mike Splinter, Pat Keller (arrived at 5:28 pm)

Attending Online: None

Members Excused: None

Members Absent: None

Staff Attending: Tim Reed, Chris Mrdutt, Kristen Johnson, Patty Benedict

Others Attending: In-Person: Zach Huber, Kelsey Springstroh, John Pavelski - County Executive, Adam Kuhn - City of Stevens Point

Associate Planner/Zoning Administrator

Attending Remotely: Trevor Roark, two attendees by phone

PUBLIC HEARINGS:

1. REQ-2023-005 – A request by Mervin Wagler, owner, to amend the zoning classification of 2 out of 58.30 acres included in parcel 012240601-08.01 from A1 Exclusive Agricultural to A4 General Agricultural for the purpose of subdividing 2 acres and operating a school house onsite. The property address is 3716 County Road P, which is located in the S ½ of the NW ¼ of Section 1, T24N, R6E, in the Town of Carson.

Zach Huber asked whether the rezoning would have tax effects on surrounding properties. It was explained that taxes are based on the use of individual properties. A motion was made by Julie Morrow, seconded by Barry Jacowski, to close the public hearing. Motion to close the public hearing carried by voice vote, with no negative votes. (Supervisor Keller was not present during voting.)

2. REQ-2023-006 – A request by the Town of Sharon to amend the Town of Sharon Comprehensive Plan Future Land Use Map designation of parcels 032240908-11.06, 032240917-10.05, 032240917-11.08 and 032240918:01.02, totaling 22.61 acres, from L2 Intermediate Agriculture to L3 Limited Agriculture/Mixed Use; and to amend the zoning classification of the same parcels from A1 Exclusive Agricultural to A4 General Agricultural to allow for a 2 acre minimum lot size. The properties are located within Sections 8, 17, and 18, T25N, R9E, in the Town of Sharon.

A motion was made by Barry Jacowski, seconded by Mike Splinter, to close the public hearing. Motion to close the public hearing carried by voice vote, with no negative votes. (Supervisor Keller was not present during voting.)

3. REQ-2023-007 – A request by Blake Nowak, owner, to amend the Town of Hull Comprehensive Plan Future Land Use Map designation of parcel 020240808-07.02, from Natural Areas Limited to Rural Residential (.86 acres) and Natural Areas Protected (.22 acres); and to amend the zoning classification of the same parcel from R4 Multiple Family Residence to Conservancy (.22 acres) and A4 General Agricultural (17.29 acres). This will enable the owner to construct a garage prior to a home being built. The property is located in the SW ¼ of the NW ¼ of Section 8, T24N, R8E, in the Town of Hull.

A motion was made by Mike Splinter, seconded by Barry Jacowski, to close the public hearing. Motion to close the public hearing carried by voice vote, with no negative votes. (Supervisor Keller was not present during voting.)

4. T-2023-002 – The proposal is to repeal and replace the Portage County Private Sewage System Ordinance.

Mrdutt stated the ordinance was distributed to all municipalities and feedback has been received. He presented at the Towns Association and Groundwater Citizens Advisory Committee meetings recently. He pointed out two Scrivener errors will be corrected

prior to forwarding to the County Board. A motion was made by Barry Jacowski, seconded by Mike Splinter, to close the public hearing. Motion to close the public hearing carried by voice vote, with no negative votes. (Supervisor Keller was not present during voting.)

PUBLIC NOTICE

Members of the public who wish to address the Committee on specific agenda items must register their request at this time, with such comments subject to the reasonable control of the Committee Chair as set forth in Robert's Rules of Order.

Adam Kuhn registered to speak on agenda item #12.

CORRESPONDENCE

No correspondence presented.

REVIEW/APPROVAL

5. Review - Vouchers and Procurement Card Authorizations

Larry Raikowski noted for the record that vouchers and procurement authorizations have been reviewed.

6. Approval of April 25, 2023 Minutes

A motion was made by Julie Morrow, seconded by Mike Splinter, to approve. Motion to approve carried by voice vote, with no negative votes.

DISCUSSION/POSSIBLE ACTION

7. Discussion/Possible Action - Mervin Wagler (REQ-2023-005) - Town of Carson

A motion was made by Julie Morrow, seconded by Barry Jacowski, to approve. Motion to approve carried by voice vote, with no negative votes. (Supervisor Keller was not present during voting.)

8. Discussion/Possible Action - Town of Sharon (REQ-2023-006)

A motion was made by Barry Jacowski, seconded by Mike Splinter, to approve. Motion to approve carried by voice vote, with no negative votes. (Supervisor Keller was not present during voting.)

9. Discussion/Possible Action - Blake Nowak (REQ-2023-007) - Town of Hull

A motion was made by Mike Splinter, seconded by Barry Jacowski, to approve. Motion to approve carried by voice vote, with no negative votes. (Supervisor Keller was not present during voting.)

10. Discussion/Possible Action - Portage County Private Sewage System Ordinance (T-2023-002)

A motion was made by Julie Morrow, seconded by Mike Splinter, to approve. Motion to approve carried by voice vote, with no negative votes. (Supervisor Keller was not present during voting.)

11. Discussion/Possible Action - Portage County Public Participation Plan

Johnson reported the Steering Committee met in April and recommended approval of the Public Participation Plan, which was included in meeting packets. Plan materials will be available for review in Johnson's office and posted on the county's website. One public hearing is required. The Planning and Zoning Committee will make a recommendation and forward to the County Board for adoption. A motion was made by Larry Raikowski, seconded by Barry Jacowski, to approve. Motion to approve carried by voice vote, with no negative votes.

12. Discussion/Possible Action - Authorizing Submission of a Planning and Demonstration Grant Application for the Safe Streets and Roads for All (SS4A) Program

Adam Kuhn, City of Stevens Point Associate Planner/Zoning Administrator, explained the request is to authorize county officials to work with municipalities to submit a Federal Department of Transportation (DOT) grant under the Safe Streets and Roads for All program. In-kind contributions count toward the county share match of \$20,000. The deadline to submit the application is July 10. Results are expected in October and if awarded, RFPs will be sent in the first quarter of 2024 for hiring a firm. Reed stated the current plan is out of date. An updated plan can be used for municipalities to apply for other grant funding to implement projects. Implementation grants range from \$3-30 million. A motion was made by Barry Jacowski, seconded by Julie Morrow, to approve the application. Motion to approve the application carried by voice vote, with no negative votes.

13. Discussion/Possible Action Re: Special Meeting Attendance (Portage County Ordinance 3.1.47 & 3.1.48)

- Request for special meeting attendance
- Approval of attendance of special meetings

- Special meeting attendance reports

Request for special meeting attendance - None
Approval of attendance of special meetings - None
Special meeting attendance reports - None

REPORTS

14. Update - Nonmetallic Mining Reclamation Ordinance

An update from Tracy Arnold was provided in meeting packets. Barry Jacowski asked to have the rules governing the non-metallic mine program provided to the Committee.

NEXT MEETING DATE

The next meeting is scheduled for Tuesday, June 27 at 5:00 p.m., Conference Room 5.

ADJOURNMENT

A motion was made by Barry Jacowski, seconded by Mike Splinter, to adjourn. Motion to adjourn carried by voice vote, with no negative votes. Meeting adjourned at 5:49 p.m.

Notice: Any person who has special needs and plans on attending this meeting in-person or remotely should contact the Facilities Office at 715-346-1598 as soon as possible to ensure that reasonable accommodations can be made.

Notice: A quorum of the Portage County Board of Supervisors, or any committee thereof, may be present at this meeting.