



PORTAGE COUNTY

MEETING MINUTES

PLANNING AND ZONING COMMITTEE

AGING & DISABILITY RESOURCE
CENTER OF PORTAGE COUNTY
MULTIPURPOSE ROOM
1519 WATER STREET
STEVENS POINT, WI 54481

Tuesday, January 30, 2024

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: 172 689 377, 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 p.m.

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

Attending In-Person: All members attending in-person

Staff Attending: Tim Reed, Chris Mrdutt, Kristen Johnson, Tracy Arnold, Tom Trzinski, Patty Benedict

Others Attending: In-Person: County Executive John Pavelski, Adam Skibicki, Justin Rubey, Tom Derr, Deb Gosh, Paul Cieslewicz

Attending Remotely: 715-498-2883; 678-446-8531

PUBLIC HEARINGS:

1. REQ-2024-001 – A request by Aaron Parks, agent for the owner, Deborah Gosh, to amend the zoning classification of 1.853 acres out of 35.5 acres included in parcel 034230905-14.01 from A3 Low Density Agricultural to R1 Rural and Urban Fringe Residence. The property is located on Sixth Street in the SW ¼ of the SE ¼, and the SE ¼ of the SW ¼ of Section 5, T23N, R9E, in the Town of Stockton.

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.

2. REQ-2024-002 – A request by Justin Rubey, owner, to amend the Town of Buena Vista Comprehensive Plan Future Land Use Map designation of 6.18 acres, included in parcels 010220907:14.16 and 010220907:14.15, from L2 Intermediate Agriculture to Commercial; and to amend the zoning classification of 20.96 acres included in parcels 010220907:14.16, 010220907:14.15, 010220907:14.18, and 010220907:14.03 from C3 Commercial to C4 Highway Commercial. The property is located at 6060 Shady Drive and is more particularly described as Government Lots 14 and 23 in Section 7, T22N, R9E, in the Town of Buena Vista.

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

3. REQ-2024-003 – A request by Adam Skibicki, owner, to amend the Town of Amherst Comprehensive Plan Future Land Use Map designation of parcel 006231021-10.11, totaling 8.86 acres, from L3 Limited Agriculture/Mixed Use to Commercial; and to amend the zoning classification of the same acreage from A3 Low Density Agricultural to C4 Highway Commercial. The property is located at 9609 Western Way and is more particularly described as being the SW ¼ of Section 21, T23N, R10E, in the Town of Amherst.

A motion was made by Barry Jacowski, seconded by Julie Morrow, to close the public hearing. Motion to close the public hearing carried by voice vote, with no negative votes.

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.

No one registered to speak.

CORRESPONDENCE

4. 2024 Towns Association Meetings

The meeting schedule was included in meeting packets.

APPROVAL OF MINUTES

5. October 24, 2023

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

DISCUSSION/POSSIBLE ACTION

6. Discussion/Possible Action - Deborah Gosh (REQ-2024-001) - Town of Stockton

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

7. Discussion/Possible Action - Justin Rubey (REQ-2024-002) - Town of Buena Vista

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

8. Discussion/Possible Action - Adam Skibicki (REQ-2024-003) - Town of Amherst

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

9. Discussion/Possible Action - Forest Lake Subdivision II Preliminary Plat (Plat-2024-001)

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

10. Discussion/Possible Action - Forest Lake Subdivision II Final Plat (PLAT-2024-001)

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

11. Discussion/Possible Action - Non-Metallic Mining Reclamation Ordinance

A motion was made by Barry Jacowski, seconded by Mike Splinter, to allow staff to move forward to the Towns for feedback, then take to public hearing. Motion to allow staff to move forward to the Towns for feedback, then take to public hearing carried by voice vote, with no negative votes.

12. Discussion/Possible Action - Portage County Comprehensive Plan

A motion was made by Barry Jacowski, seconded by Pat Keller, to schedule a public hearing for March 26. Motion to schedule a public hearing for March 26 carried by voice vote, with no negative votes.

13. Discussion/Possible Action - Grant Applications/Awards (Portage County Ordinance 3.8.14):

- US Department of Transportation Safe Streets and Roads for All Program grant award in the amount of \$250,000

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

14. Discussion/Possible Action - Budget Amendment and Transfer Request - Safe Streets and Roads for All Program

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

15. Discussion/Possible Action - Planning & Zoning Committee Meeting Schedule 2024

The meeting schedule will be deferred to April after committee assignments are approved.

16. 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

No requests, approvals, or reports.

REPORTS

17. Vouchers and Procurement Card Authorizations

Vouchers and Procurement Card Authorizations were reviewed.

18. Director Report:

- Project Planning to Revise the Portage County Zoning and Subdivision Ordinances
 - Status of Street Name and Building Numbering Ordinance Revisions
 - Proposal for Full Time County Surveyor Position
 - Resignation of Water Resource Specialist
-
- Project Planning to Revise the Portage County Zoning and Subdivision Ordinances - After the Comprehensive Plan is adopted, Reed said the process for updating the Zoning and Subdivision ordinances will be shared with the committee.
 - Status of Street Name and Building Numbering Ordinance Revisions - The ordinance revisions were presented at a Towns Association meeting. Few comments were received. A draft will be presented at the next Planning and Zoning meeting and scheduled for a public hearing.
 - Proposal for Full Time County Surveyor Position - Various departments, Highway, County Clerk, Register of Deeds, and Finance, have been consulted. A position description is being drafted. Currently, the County Surveyor is elected. County Surveyor, Tom Trzinski, supports a full time position. A decision must be made before April 15, the first day papers can be taken out for candidates to run for County Surveyor.
 - Resignation of Water Resource Specialist - Reed announced Jen McNelly, Water Resource Specialist, has resigned. He is working with Human Resources to fill the position. He is also working on agreements with individuals and/or entities in the interim to continue with her projects.

NEXT MEETING DATE

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

ADJOURNMENT

A motion was made by Barry Jacowski, seconded by Pat Keller, to adjourn. Motion carried by voice vote. Meeting adjourned at 6:11 p.m.