

Buffalo County Minutes

Committee/Board: Zoning Committee

Date of Meeting: March 8, 2018

Electronic and Hardcopy Filing Date: April 3, 2018

The meeting was called to order at 10:00 a.m. by LouAnne Roby, Chairperson. Roll call was taken with all members of the Zoning Committee in attendance; LouAnne Roby, John Kriesel, Bernard Brunkow, Michael Taylor.

Others present for all or part of the public meeting include Mike Owecke, Zoning Administrator, Keith Bollinger, Zoning Specialist, Julie Lindstrom, Administrative Assistant in the Zoning Department, Peter Fletcher, Mississippi River Regional Planning Commission (MRRPC) staff. Others may have been in attendance that did not sign in.

Minutes are summarized as follows:

Public Comments Relating to the Agenda: There were no public comments.

Meeting Minutes. Motion by Mr. Kriesel, seconded by Mr. Taylor to approve the minutes from the February 8, 2017 Zoning Committee meeting as mailed. All in favor. Carried.

Comprehensive Zoning Ordinance Revision.

Mr. Fletcher reported that the first round of public meetings was completed with 15 to 25 people attending each of the meetings. Mr. Kriesel questioned attendance and written comments from the meeting in Mondovi. Mr. Owecke stated he estimated about 25 people attended; only 15 people signed in; not everyone likes to sign in. Mr. Owecke continued by saying he received one written comment from a poultry barn owner asking that in our ordinance we should require a stacking pad. Mr. Owecke commented that our revised ordinance does require a stacking pad for poultry barns.

Mr. Fletcher commented on the format for the information meetings and how it allows for more one-on-one conversations with those attending; some of those asking questions may not ask the same questions in a different setting.

Ms. Roby commented that she received a letter from Pilgrim Poultry expressing concerns with some language in the draft of the Zoning ordinance regarding poultry barns.

Mr. Fletcher stated that the next public meeting will be in Alma on Monday, March 12th, starting at 4:30 p.m. and a second meeting in Mondovi on March 22nd, starting at 4:30 p.m. Mr. Fletcher questioned and Mr. Owecke stated that public comments written outside the public information meetings has been very limited; people have not used the county website for comments much at all.

Ms. Roby questioned Industrial Zoning Districts where frac sand mines have been an issue in the past and whether that is a problem. Mr. Fletcher stated that an applicant will need a conditional use permit to open a sand mine, even if the land was already zoned industrial. Mr. Fletcher commented that through the whole ordinance update process, we have given the Towns the ability to identify areas where they want specific zoning districts and there is still an option to request a re-zone of property to another district after the

ordinance is adopted. Mr. Fletcher stated that if there are other issues through the course of the information meetings, the Zoning Department/Committee should be hearing about them.

Mr. Owecke provided a table showing the scheduling of upcoming meetings, publication dates, etc, for the Zoning Ordinance revision. Table was reviewed. Mr. Owecke commented that the County Board Chairman will be holding a special meeting of the Board of Supervisors on Monday, April 9th, relative only to the Zoning Ordinance revision to review and discuss the ordinance; the Board members need to have questions and/or issues resolved and a clear understanding of the ordinance when it comes to the Board for approval. Mr. Owecke stated that the edits made following the public hearing and the County Board meeting on April 9th, will be incorporated into a Final Draft of the Ordinance. At this time the department will print the final draft document and mail it out to everybody again. The Final Draft will be the document the Zoning Committee will sign off on April 16th. At this time, the department will print the final draft

Mr. Owecke stated that the Zoning Ordinance Revision was front page news in the local paper for the second or third time. Mr. Owecke continued by saying that he feels we are doing everything to make people aware of the Zoning Ordinance revision process.

Mr. Owecke passed out copies of the letter from Pilgrim Poultry that Ms. Roby received that she mentioned earlier in the meeting. Letter was reviewed and discussed. Mr. Owecke explained that the letter addressed 4 different issues: 1) Concrete floor requirement; language in the ordinance was changed that now allows for cohesive soil floors, based on similar guidelines used in Trempealeau County for cohesive soil floors, 2) Requirement for concrete stacking pads. 3) Requirement for a Development Plan. Mr. Owecke explained they have someone in-house at Pilgrim Poultry that does their development plan; this individual has no special training; they are not engineers. Mr. Owecke expressed concern over this persons experience in writing a Development Plan to meet the requirements in the ordinance. Mr. Owecke continued by stating that last year three different growers built barns in Buffalo County; we need to keep consistency with all the builders in the county. Mr. Brunkow commented that it is part of doing business and you have to keep everything uniform. 4) Vegetative screening. Language is changed to require a vegetative screen on barns only adjacent to Federal and State highways; most heavily traveled roads in the county. Mr. Owecke explained that he would like to be accommodating to Pilgrim Poultry and the goal of Zoning is to made development not burdensome. Mr. Owecke suggested two additional changes; 1) require two soil borings in the Development Plan of poultry barns, rather than three, which is currently in the ordinance. 2) address the concern about vegetative screening and distance to the barns; language was added to the draft ordinance that trees must be within 75 feet of the structure. Mr. Owecke stated that he will make these changes and they will be included in the Final Draft of the Zoning Ordinance revision; will track all the edits made from the Second draft and that will be the draft that will be reviewed and acted on by the Zoning Committee when they meet on April 16, 2018.

Mr. Owecke stated that a lot of work has been done on the Zoning District maps since the last round of Town meetings; the updated maps will be available to review at the two public meetings and these updated Town maps are on the county website as well. Mr. Owecke had a printed copy of the full county available for the committee to look at and review.

Mr. Owecke provided to the Zoning Committee copies of the draft Ordinance/Resolution; the document has been reviewed by the County Clerk, County Administrative Coordinator and County Corporation Counsel; a couple changes were incorporated as suggested by County Corporation Counsel. Mr. Owecke asked the Zoning Committee to review the Ordinance/Resolution for suggestions for edits. This is the document you as a Zoning Committee will be signing on April 16th; that will send the Ordinance to the County Board for approval of the Zoning Ordinance and Zoning Maps.

Mr. Owecke stated that the Zoning Department is anticipating adjusting the permit application fee structure. The Zoning Ordinance Revision will create new fees that the Zoning Department has not had before. The permit fees changes will be in the form of a resolution that will need to be approved by the Zoning Committee and forward to the Finance Committee and County Board of Supervisors for approval. Mr. Owecke continued by saying that he would like this resolution to be acted on by the County Board at the same meeting when the Ordinance is proposed for adoption. Mr. Owecke stated that when he presented his 2018 budget to the Finance Committee they suggested the Zoning Department attempt to recoup at least 50% of the Zoning Department Operating budget through our fees schedule; currently the department recoups approximately 35% to 40% of the operating budget through fees.

This ended the discussion on the Comprehensive Zoning Ordinance revision.

Zoning Administrator Comments. Mr. Owecke reported that Keith Bollinger, Zoning Specialist has passed and became certified as a POWTS (Private Onsite Wastewater Treatment System) Inspector and a Certified Soil Tester.

Ms. Roby had nothing additional to report.
There were no public comments, not relating to the agenda.

Scheduled earlier in the meeting was the Public Hearing for the Zoning Ordinance revision on April 5th at 6:30 p.m. A second meeting was scheduled on April 16th at 10:00 a.m. to discuss and bring a recommendation of the Final Draft of the Zoning Ordinance revision and district maps to the County Board for action.

Motion by Mr. Kriesel to adjourn. The meeting was adjourned at 10:55 a.m.

Respectfully Submitted,

Julie Lindstrom
Zoning Administrative Assistant