

**Land Use
Meeting Minutes
Tuesday, September 9, 2025**

The meeting was called to order by Committee Chairman Koch at 9:01 a.m.

Members present for roll call were Owen DuCharme, Kate Krachey, and Mary Kuhn. Chad Sime was absent. Members of the community were also present.

Motion by DuCharme, second by Krachey to approve August 12, 2025, minutes as emailed. Motion carried unanimously.

Property Lister Report, Gigi Collins: Collins reported that on August 20 she attended a Driftless GIS meeting in Richland Center. Several topics were discussed. The topic of private burial sites was discussed including working on mapping locations and ensuring an ordinance in place. It was stated that Melissa Nagel is working with Corporate Council on private burials. Another topic of discussion was a signage map for highway departments.

Collins continued her report by stating they have been working on assessment rolls. Property lister is working on a lot of splits this year. The assessor's plat has been completed and will be added next year. Collins added that Jodi Petsche sent out invoices to landowners \$168 for each landowner. Collins stated there is a Delinquent Tax meeting set up.

CSM: Guy/Tamara Nelson, Town of Prairie du Chien: asking to divide a parcel, adding an outlot. Collins will require Nelson's to include the remnant lot. Collins asked to table this CSM after talking to the surveyor.

CSM: Joseph McCullick, Town of Seneca: reviewing this CSM after talking to Kyle Kozelka, Crawford County Highway Commissioner. Kozelka said there would be no access to County S. Collins stated the assessor has been made aware access has to be made.

Motion by Krachey, second by Kuhn to the vouchers as presented. Motion carried unanimously.

Surveyors report, Rich Marks; Marks stated he has been checking certified surveys. Collins added that she and Marks will be creating a check list for surveyors to complete before sending CSM in for review.

Troester added that he attended the Town of Utica Comprehensive Plan meeting last night. The township is considering creating a subdivision ordinance due to the limitations of the Farmland

Preservation ordinance they currently have. Troester added that the Town of Utica feels there is a disconnect between the Property Listers office. Collins reassured Troester that the townships receive a copy as soon as Collins receives it. Collins added if the municipality does not have a subdivision ordinance they cannot approve the split of a parcel. Collins added that conveyance that do not have a CSM the municipality does not receive a copy, Collins receives a copy once it's done.

Collins stated that it is all up to the municipality. We don't have county wide zoning. If a municipality has an ordinance, they must sign off on the CSM. Restrictions are required to be recorded on the deed of the rest of the property. Marks added that it gets complicated, in most counties, the county adapts the zoning ordinance. Suggested including a procedure that will last.

Collins asked if she should reach out to the townships? Koch said yes, the Town boards are not familiar or versed enough to deal with these issues. Forest Jahnke stated it seemed clear at the meeting they need assistance regarding how to track or enforce.

Koch added the Towns Association may be able to provide advice or material to explain to board members. In his experience, the clerks provide expertise information.

Marks added concerns with municipalities going to the Town's Association. Municipalities will need to hire a professional like Mississippi Regional Planning to write their plans. Municipalities need to sit down and read the ordinance before they pass it. Marks added the added expense of hiring someone will not deter the rich from development, it will stop development for locals.

Motion by Krachey, second by Kuhn to the vouchers as presented. Motion carried unanimously.

LCD Sanitation & Zoning Technician, Becky Nagel: Nagel reported going on 14 soil tests, going to 14 installs, approved 13 sanitary permits and 10 soil tests, and issued one shoreland zoning permit.

Nagel added that the POWTS inspection deadline was August 31. There are around 425 landowners who will be getting late fee letters. This POWTS process will be reviewed before next year. Options to reduce the labor-intensive process were discussed.

Nagel continued stating she is still working on Indian Isle project and has been reviewing codes and has shared concerns with DNR.

Nagel added that she received an email regarding WI funds. WI FUND was not budgeted for this year. It will be removed from State Statue; therefore, we will need to revise our sanitary ordinance.

Nagel made the committee aware of the WCCA Fall Conference that will be held on October 30, and 31.

Shoreland Ordinance draft: Troester informed the committee that nothing has changed since last summer, making our ordinance mirror the model ordinance by DNR. There are a few sections where we need to make decisions. There were discussions on what the ordinance meant and how it changed. Troester stated he talked to the DNR, went through sections and notes as they should stay in, so the public may understand the section better. Troester stated the committee will need to approve the draft, then go to public hearing. Troester asked for thoughts on how to move forward. Koch stated that since "Troester administers the program, he would trust his judgement". DuCharme stated he will trust that the right decisions will be made by staff. Motion by DuCharme, second Koch to approve the draft of the Shoreland Ordinance as presented. Motion passed unanimously. Kuhn abstained.

Chairman Koch shared with the committee that he attended a meeting last with on Industrial Scale Solar and Wind Projects.

Public Comment: Gillian Pomplun asked Nagel if she had heard any more about the revision of the Kickapoo river map. Troester replied he is waiting for FEMA availability.

The next meeting date is Tuesday, October 14, 2025.

Motion by Krachey, second by DuCharme to adjourn at 10:07 a.m. Motion carried unanimously.

Respectfully Submitted,

A handwritten signature in cursive script, reading "Amy Opprieht".

Amy Opprieht
Administrative Assistant