

TOWN OF CAMPBELL
PLANNING AND ZONING COMMISSION
SPECIAL MEETING
SEPTEMBER 19, 2012

PRESENT:

Steve Earp
Steve Hockenbery
Scott Johnson

Pat Post
Jeff Schroeder
Helen Vitale

Campbell Town Board Members: Supervisors David La Fond and David Wilder
Town Clerk and Treasurer Chadwick Hawkins

Town Office Assistant: Cassandra Hanan

EXCUSED: Joe Weitekamp

Chairperson Post called the meeting to order and announced this meeting was called to discuss and possibly act on opting out of La Crosse County Zoning and to discuss the first draft of the Campbell Zoning Ordinances.

Each member of the commission was given a copy of the draft of the Town of Campbell Zoning Code, Statutory Authorization, Interpretation and Purpose, District and Definitions.

Helen Vitale commented Chad Hawkins and Cassie Hanan did an excellent job of adapting the La Crosse County Zoning Ordinance to our purposes. She added, even though some items are not applicable to Campbell at present, if they are retained we can always choose to apply them should the need arise.

Chairperson Post asked Mrs. Hanan to address some items still under consideration by her and Mr. Hawkins. Their first concern was the designation of the person responsible for accepting and processing permit applications. As it now stands, the county has a zoning commissioner who accepts applications and does the necessary mapping.

Scott Johnson said the head of the town office will act as our zoning commissioner and right now it is Chad Hawkins. If that changes, whoever became office head would fill the position.

Jeff Schroeder questioned the process for mapping. Mrs. Vitale said we agreed previously we would retain most of the county zoning as is.

Supervisor Wilder asked, since Charles Handy of County Zoning said they would assist us if we opted out of county zoning. Would they still do the mapping?

Scott Johnson answered, several years ago he was told, since everyone in the county pays for the GIS mapping process at the county level; it is available to all of us. Unless the policy has changed, mapping could possibly be done without charge. If we had the capability, we could access the program directly by computer. Chad Hawkins said he uses the county web site on a regular basis but the information available on the site is not as detailed as required on maps for permit purposes. That information is available at the county zoning office using a specialized computer program Campbell does not have at this time.

Mrs. Hanan replied the county currently does our mapping on individual applications for building permits or variances, showing setbacks. This might be done on a per time cost basis by the county or done by other sources.

Steve Earp asked if our office could handle the routine work of issuing building permits. Chad Hawkins replied since Charles Handy told us he would assist us during the transition period from county to town zoning, Chad was confident the office staff could handle the process. The office staff at West Salem does their zoning and has offered assistance.

Cassie Hanan added while the Village of West Salem does its own zoning, it refers shoreline district and erosion control issues to the county. The county retains jurisdiction over those issues under authority granted by the Corps of Engineers and the D.N.R.

Chairperson Post asked how much of the zoning ordinance we had to complete by the county deadlines. Mrs. Hanan said we had to approve the draft and procedures by October 9 to meet the October 15 final deadline for submission to the county.

Scott Johnson observed the town will not be able to do this zoning work for the current \$25.00 application fee but thought our costs would be below those fees currently charged by the county. Fees will be determined at a later date. He wants to make it possible for residents to take care of most permit needs at our town office without having to go back and forth between the town and the county. With the exception of shoreline district issues, only the town's approval would be required. Chad Hawkins estimated half of the building permits need variances, especially in the older sections of Campbell. Once we adopt our own zoning, current set back requirements on county roads would no longer apply.

Campbell will establish a Board of Adjustment to make decisions on the variances now done by the county. The three member board is appointed from among island residents not residents from throughout the county. According to state statutes, one member of the

board of adjustment could be from the town board and two from among the residents.

Pat Post said the greatest benefit of doing our own zoning would be the decisions based upon the needs of Campbell as an urban township and not subject to the rural needs of the rest of the county. The decisions would be made by Campbell residents.

The consensus was to keep building permits and zoning issues on separate applications.

Scott Johnson reminded the commission if in the future we decide we cannot handle our own zoning, we can return to county zoning. Both Chad Hawkins and Cassie Hanan thought we could handle our own zoning.

Scott Johnson asked we incorporate into our new Campbell zoning ordinances the existing sign ordinance, a new ordinance for fences, and perhaps the building restrictions in regard to the airport. He also thought our subdivision ordinance need not be included in the zoning ordinances because it takes precedence over the zoning ordinances. If necessary, after Campbell's self-zoning is accepted, ordinances can be modified by the town.

Mr. Johnson added the Agriculture "A" designation and the required size of existing residential lots should be defined in the new ordinances as they apply to Campbell.

To enforce the ordinances, the town office will receive complaints and non-compliance reports. When the office decides on the validity of the complaint and/or non-compliance, a letter will be sent to the offender. When it is apparent the people involved have not taken sufficient action to correct the situation, the Campbell Police Department will be asked to act appropriately.

When the ordinances are redrafted, Scott Johnson will decide where to send them for a legal evaluation.

Helen Vitale moved we opt out of county zoning and do our own zoning. Steve Hockenbery seconded the motion. The motion passed unanimously.

The next meeting of the commission will be at 5p on Tuesday, October 2.

A resident asked to speak and voice objections to creating a no-wake zone along French Slough. After a lengthy discussion, no action was taken by the Campbell Planning and Zoning Commission because only the La Crosse Harbor Commission has jurisdiction over the matter.

Jeff Schroeder moved the meeting be adjourned. Scott Johnson seconded the motion.

The motion passed unanimously.

These minutes have not been approved,

Helen Vitale