

Richland County

Natural Resources Standing Committee

October 6, 2025

The Richland County Natural Resources Standing Committee convened on Monday, October 6, 2025, in person and virtually at 9:30 AM in the County Boardroom of the Richland County Courthouse.

Call To Order: Committee Chair Carrow called the meeting to order at 9:30 AM.

Roll Call: Deputy County Clerk Hege conducted roll call. Committee members present: Steve Carrow, Randy Schoonover, Richard McKee, Alayne Hendricks, and Rod Perry. Committee member(s) absent: Julie Fleming.

Supervisor Fleming arrived at 9:36 AM.

Verification of Open Meetings Law Compliance: Deputy County Clerk Hege confirmed the meeting had been properly noticed.

Approval Of Agenda: Motion by McKee, second by Perry to approve agenda. Motion carried and agenda declared approved.

Approval Of Minutes From August 25, 2025 Meeting: Chair Carrow asked if there were any corrections or amendments to the minutes from the August 25, 2025 meeting. Hearing none, Chair Carrow declared the minutes from the August 25, 2025, meeting approved as presented.

Public Comment: None.

Zoning Petitions:

- A. Petition To Rezone A Portion Of Parcel 018-1414-1000:** Jenn Fry, Zoning and Sanitation Technician, reported that the petitioners had withdrawn this petition.
- B. Petition To Rezone Parcel 030-2531-1000:** Jenn Fry, Zoning and Sanitation Technician, provided a brief description of the petition. Motion by McKee, seconded by Schoonover to approve the petition. Motion carried and the petition was approved and moved on to county board for final approval.
- C. Petition To Rezone A Portion Of Parcel 016-1411-0000:** Jenn Fry, Zoning and Sanitation Technician, provided a brief description of the petition and stated that Ithaca Township is one of the municipalities that has their own zoning. Motion by Hendricks, seconded by Schoonover to approve the petition. Motion carried and the petition to rezone a portion of parcel 016-1411-0000 was approved and forwarded to county board for final approval.
- D. Petition To Rezone Parcel 030-2742-1000:** Jenn Fry, Zoning and Sanitation Technician, provided a brief description of the petition and the plans of the landowner to build a small campground, and reported that Westford Township had approved the variance for the lot size for a year trial period. Extensive discussion ensued with several neighbors providing feedback with one neighbor being in favor of the campground, one neighbor being vehemently opposed to the campground, and a third neighbor expressed concern that the campers might be bothered by their dogs as there had

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been complaints from the landowner in the past. Extensive discussion ensued. Motion by Perry, seconded by Fleming to delay the approval of the petition until after the Board of Adjustments committee convened. Motion carried and the approval of the petition was delayed until the Board of Adjustments committee convened.

- E. Petition To Rezone Parcel 016-2331-1000:** Jenn Fry, Zoning and Sanitation Technician, provided a brief description of the petition. Motion by Hendricks, seconded by Fleming to approve the petition. No discussion. Motion carried and the petition to rezone parcel 016-2331-1000 was approved and moved on to county board for final approval.
- F. Petition For A Conditional Use Permit For Boat And Trailer Sales On Parcel 008-2931-2000:** Jenn Fry, Zoning and Sanitation Technician, provided a brief description of the petition and introduced the landowners who briefly spoke. Motion by McKee, seconded by Schoonover to approve the Conditional Use Permit. Brief discussion ensued. One neighbor asked the landowners about planned signage. Jenn Fry referenced the portion of the Richland County Zoning ordinance that covered signage. Motion carried and the petition for a conditional use permit for a boat and trailer sales on parcel 008-2931-2000 was approved.
- G. Petition For A Conditional Use Permit For A Non-Metallic Mine On Parcel 014-1914-1000:** Jenn Fry, Zoning and Sanitation Technician, provided a brief description of the petition. A neighbor to the property spoke to deed restrictions on the property and expressed concerns regarding the easement that had once existed on the property. Motion by Perry, seconded by McKee to approve the Condition Use Permit. Extensive discussion ensued with a neighbor expressing concerns that mine might not have been properly reclaimed. The motion failed and the conditional use permit for a non-metallic mine on parcel 014-1914-1000 was not approved.
- H. Petition For A Conditional Use Permit For A Schoolhouse On Parcel 024-1822-0000:** Jenn Fry, Zoning and Sanitation Technician, provided a brief description of the petition. Motion Schoonover, seconded McKee to approve the petition. Extensive discussion ensued and a letter was shared from a neighbor who is opposition to the schoolhouse. Motion carried and the conditional use permit for a schoolhouse on parcel 024-1822-0000 was approved.
- I. Petition For A Conditional Use Permit For A Tiny Home On Parcel 006-3924-2000:** Jenn Fry, Zoning and Sanitation Technician, provided a brief description of the petition. Motion by Fleming, seconded by Schoonover to approve the petition. Brief discussion ensued. Chair Carrow requested that the documents from the Board of Adjustment be made available to the members of the Natural Resources Standing Committee. Motion carried and the conditional use permit for a tiny home on parcel 006-3924-2000 was approved.
- J. Petition For A Conditional Use Permit For A 2nd Accessory Building On Parcel 006-3111-1500:** Jenn Fry, Zoning and Sanitation Technician, provided a brief description of the petition and the landowner briefly spoke to their planes. Motion by Fleming, seconded by Schoonover to approve the petition. Motion carried and the conditional use permit for a 2nd accessory building on parcel 006-3111-1500 was approved.

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Reports:

A. Zoning: Report & Departmental Activities: Jenn Fry, Zoning and Sanitation Technician, reported the office had had 16 land use permits for the month and 13 sanitary permits for the month and briefly reported on individual site designs. Brief discussion ensued.

B. Violations Report: Jenn Fry, Zoning and Sanitation Technician and Cathy Cooper, Richland County Conservationist, reported on various violations currently being dealt with, including: a landowner who applied for a conditional use permit to build a greenhouse, but built a residence instead and put in their own, uninspected septic, various junkyard complaints, and chickens roaming at large in

C. Land Conservation: Report and Departmental Activities: Cathy Cooper, Richland County Conservationist reported that her staff was still working with the Villages of Boaz and Cazenovia to reduce their phosphorous run off and she hopes to be able to contract with Southwestern Wisconsin Regional Planning Commission to update the farmland preservation plan. Kori Rogers, Farmland Preservation Technician, spoke on the standard operation processes for farmland preservation in Richland County and went over the self-compliance certification forms. Discussion ensued. Conservationist Cooper stated that a copy of the non-compliance form would be made available to the members of the Natural Resources Standing Committee.

D. UW-Extension: Report & Departmental Activities: Mr. Adam Hady, Area 13 Extension Director gave a brief verbal overview of the function of the Extension department to the new members of the Natural Resources Standing Committee and reported that Extension was being moved back to the Community and Health Services building. Brief discussion ensued.

E. Real Property Lister: Report & Departmental Activities: Julie Lins, Real Property Lister, gave a brief breakdown of the role of the Real Property Lister to the new members of the Natural Resources Standing Committee and reported on the recent convention of the Wisconsin Real Property Listers.

Discussion & Possible Action: Updates To Zoning Ordinance: County Conservationist Cooper would like to bring the ordinance to the November meeting. No discussion.

Discussion & Possible Action: Dilapidated Houses In Zoned Municipalities: Jenn Fry, Zoning and Sanitation Technician presented the issue that arose with a house located on the shoreline of the Wisconsin River that is very close to falling into the river. Extensive discussion ensued. Zoning is working with Public Health staff to see what can be done with the dilapidated house.

Discussion & Possible Action: Updates To Acreage Requirements For Certified Survey Maps: County Conservationist Cooper and the Real Property Lister, Lins reported that the updates to acreage requirements for certified survey maps had been discussed at the Land Information Council meeting and the recommendation was to keep the current 10 acres or less would need a CSM and to work on additional wording to specify that if a parcel is going to be rezoned it would require a CSM be done no matter the acreage of the lot. Extensive discussion ensued.

Correspondence: None.

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Future Agenda Items:

Discussion & Possible Action: Updates To The County Zoning Ordinance

Discussion & Possible Action: Non-compliance Appeals

Discussion & Possible Action: Updates To Acreage Requirements For Certified Survey Maps

Report: Meeting Dates Schedule

Report: Definition Of Tiny Houses VS Trailers

Adjourn: Chair Carrow entertained a motion to adjourn to November 3, 2025, at 9:30 AM. Motion by McKee, second by Schoonover to adjourn. Motion carried and meeting adjourned at 11:12 AM.

Respectfully submitted by,

A handwritten signature in cursive script that reads "Myranda H. Hege".

Myranda H. Hege
Deputy County Clerk