

Wednesday, April 29, 2009
9:00 a.m. - 3:30 p.m.

Location

Knights of Columbus Hall
535 Center St
Antigo, WI 54409
(Turn at Dairy Queen on Hwy 45)

Registration*

The cost of the workshop is \$20.
The registration fee includes printed materials, refreshments and hot lunch.

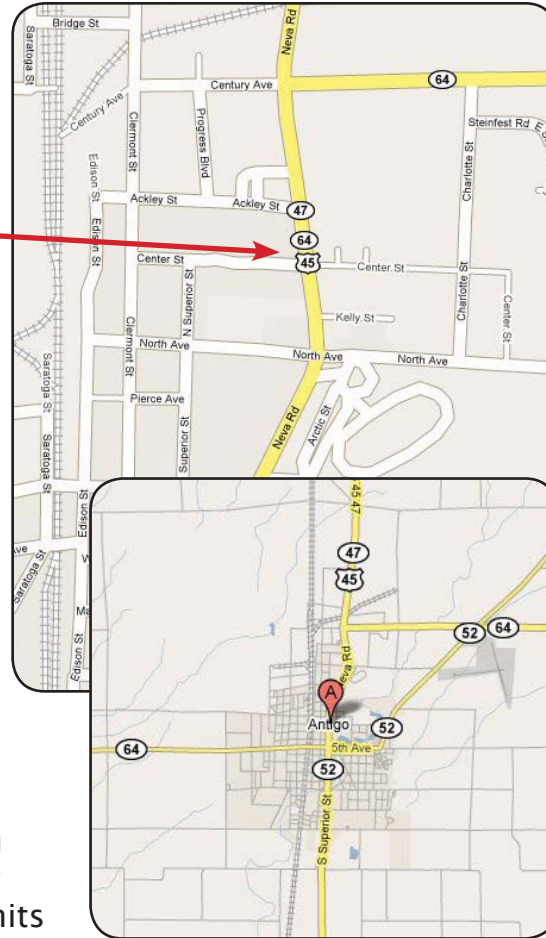
The Zoning Board Handbook, 2nd Edition, Nov 2006, is also available for an additional \$10 per copy.

*Please call, fax or email your registration early to ensure an accurate headcount for lunch. Individuals or local government units can be invoiced.

Presenters

Lynn Markham—Land Use Specialist with the Center for Land Use Education
Robin Stowe—Langlade County Corporation Counsel
Brian Desmond—Oneida County Corporation Counsel
Judge Fred Kawalski—Langlade County Circuit Court

Center for Land Use Education
University of Wisconsin-Stevens Point
800 Reserve Street
Stevens Point, Wisconsin 54481
Phone: 715-346-3783; Fax: 715-346-4038
www.uwsp.edu/cnr/landcenter/zoningboards.html



About the Program

This workshop is presented by the University of Wisconsin-Extension Center for Land Use Education. The workshop is designed for new and continuing zoning board members. Planning and zoning committees, local government staff and other interested persons are also encouraged to attend. Workshops are intended to provide information about the decisions made by the zoning board and the procedures and legal standards that apply.

Topics of Interest

Please send suggestions for topics you would like to see covered at the workshop to Lynn. Markham@uwsp.edu.

Zoning Workshop for Boards of Adjustment/Appeals



Wednesday, April 29, 2009

9:00 a.m. – 3:30 p.m.
Knights of Columbus Hall
535 Center Street
Antigo, WI 54409

SPONSORED BY

Center for Land Use Education
Langlade County
Wisconsin County Code Administrators
Wisconsin Department Of Natural Resources

Registration Form

Please Print clearly

Zoning BOA Workshop
April 29, 2009, Antigo

Name _____ Local government affiliation _____
Address _____ (circle one) county | city | village | town of: _____
City _____
State _____ Zip _____
County _____
Daytime Phone _____

e-mail _____
 ✓ to add to CLUE electronic mailing list
 ✓ to receive an electronic receipt

Additional registrants: _____

Workshop Fee (includes handouts/hot lunch): Qty _____ \$20.00 each

Zoning Board Handbook, 2nd Edition, 2006: Qty _____ \$10.00 each
(Add \$2.00 shipping & handling per handbook if you would like them mailed)

Method of Payment

___ Check enclosed
(Payable to the Center for Land Use Education)

___ Bill local government unit at:

Total amount enclosed

\$ _____

To register by phone, call 715-346-3783

or fax, (715) 346-4038

or email, landcenter@uwsp.edu

or, mail registration form to:
BOA Workshop
Center for Land Use Education
800 Reserve Street
Stevens Point, WI 54481

Agenda

- 9:00-9:30 a.m. Registration/Social Time/Coffee and rolls
- 9:30-9:40 a.m. Introductions & participants' topics of interest
- 9:40-10:00 a.m. Roundtable discussion about preparing for BOA hearings
- ◇ What's in your BOA packet and when do you receive it?
 - ◇ Do staff reports include recommendations?
 - ◇ Site visits and other information gathering
- 10:00-10:30 a.m. Zoning Board Decisions - the basics - Lynn Markham, CLUE
- ◇ Administrative appeals: What does the zoning ordinance say vs. what you wish it said
 - ◇ Conditional uses
 - ◇ Variances: the 3-step test
 - ◇ Do past zoning board decisions set a precedent
- 10:30-11:30 p.m. What happens when a variance decision is appealed to circuit court and higher?
- Robin Stowe, Langlade County Corporation Counsel
 - ◇ Role of zoning staff, corporation counsel, applicant's attorney and judges
 - ◇ What discretion does each have ?
 - ◇ When can additional testimony be provided?
 - ◇ What can the zoning board do to increase the chances its decision will be upheld?
 - ◇ Who writes the court decisions?
- 11:30 a.m.-12:15 p.m. Lunch
- 12:15-1:15 p.m. Roundtable discussion about what happens during the BOA decision-making process - moderated by Lynn Markham
- ◇ Do the BOA members take "notes" during the testimony? Are these part of the record?
 - ◇ How does BOA deliberation actually happen?
 - ◇ Do all 5 members describe the reasons that they feel the legal standards are or are not met?
 - ◇ Who fills out the official BOA decision form?
 - ◇ When and where is it officially "filed?"
- 1:15-2:00 p.m. Mock BOA hearing - shoreland setback variance.
(Audience participation required)
- 2:00-3:00 p.m. Attorney panel - corporation counsels and Circuit Court judge
- ◇ "If I could give one word of advice to a BOA it would be..."
- 3:00-3:30 p.m. Question and answer