



OUTAGAMIE COUNTY EXECUTIVE  
Thomas M. Nelson  
320 South Walnut St.  
Appleton, WI 54911  
920.832.1684  
thomas.nelson@outagamie.org

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August 14, 2018

Ladies & Gentlemen:

After over 30 years of service to Outagamie County, Tim Roach, Zoning Administrator, will be retiring effective August 10th, 2018. Section 59.69(10)(b) of the Wisconsin Statutes requires the County Board to designate an officer to administer the zoning ordinance (hereinafter, the Zoning Administrator.)

Pursuant to 69.69(10)(b)2, the Zoning Administrator is to be appointed by the County Executive and confirmed by the County Board.

To ensure compliance with Wisconsin Statutes, and the continued orderly administration the County's General Zoning Code and various other ordinances overseen and enforced by the Zoning Administrator (e.g. Subdivision; Shoreland/Wetland; Airport Zoning; Floodplain Zoning; and Erosion Control & Stormwater), I hereby appoint Steve Swanson, Deputy Zoning Administrator, to serve as Interim Zoning Administrator for Outagamie County, effective immediately, until such time a permanent Zoning Administrator can be appointed and confirmed.

Mr. Swanson has served Outagamie County for over 25 years in the area of zoning administration, permitting, and code enforcement; I wholeheartedly recommend him to serve in this capacity. Supporting documents are attached.

Sincerely,

Thomas Nelson  
Outagamie County Executive

cc: Kara Homan, Development & Land Services Director

## Outagamie County Application for Executive Appointment

Name: Steven P. Swanson

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Address: [REDACTED]

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Home Phone: ( ) NA Work Phone: [REDACTED] Cell Phone: [REDACTED]  
) \_\_\_\_\_

E-Mail

Address: [REDACTED]

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Would you like agendas and minutes emailed to you? Yes \_\_\_ No x

Do you want your email address given to the general public? Yes \_\_\_ No x

Present Employer/Position:

Outagamie County Development and Land Services, Deputy Zoning Administrator

Previous Employer/Position:

Barry Eaton District Health Department, Sanitarian

Educational Background:

BS, major in Biology, minor in Business

Present and Previous Public Service Involvement: (other commissions, committees and years of involvement)

N/A

Comments:

Signature: Steven P. Swanson  
Date Submitted: 8/8/18

**OUTAGAMIE COUNTY DISCLOSURE**  
**IN COMPLIANCE WITH RESOLUTION 46—1974 AND ORDINANCE C-2010-11**

NAME AND ADDRESS OF PERSON MAKING DISCLOSURE:

Steven P. Swanson



POSITION OR CAPACITY WITH OUTAGAMIE COUNTY (now held or seeking):

Currently Deputy Zoning Administrator  
Seeking Zoning Administrator

PRINCIPAL EMPLOYER: Outagamie County, Department of Land Services

SOURCE OF INCOME IN EXCESS OF \$1,200 PER YEAR (List all sources or anticipated in excess of \$1,200/year):

(List any interest in any business, contract, lease or item of value, the nature and extent of such interest, holding or employment which may involve a conflict of interest or potential conflict or ethics problem in conducting county business.)

I, Steven P. Swanson, serving Outagamie County in the capacity of Zoning Administrator, certify that I anticipate no income from any other source to be in conflict with the county ethics code nor do I have any holdings not disclosed which would be in conflict or a potential conflict of interest or violation of the code, Resolution 46—1974 and Ordinance C-2010-11.

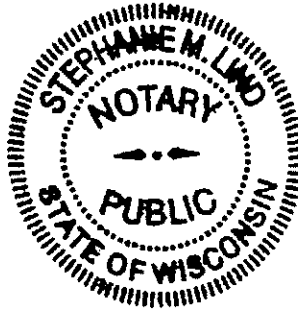
Steven P. Swanson  
Signature

Subscribed and sworn to before me this 8th day of August, 2018

[Signature]

Notary Public

Commission Expires: 9/2/18



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