

MINUTES
JACKSON COUNTY ZONING & LAND INFORMATION COMMITTEE
April 14 & 19, 2021

April 14, 2021: **Meeting called to order** at 1:00 p.m., the Site Visits followed. Committee members in attendance are Hoyt Strandberg, Norm Stoker, Ed Chamberlain and Alton Staff.

April 19, 2021: **Committee Meeting and Public Hearings**

Meeting called to order at 8:30 a.m. by Hoyt Strandberg, Zoning and Land Information Committee Chairman. Committee members in attendance are Hoyt Strandberg, Norm Stoker, Ed Chamberlain, and Alton Staff. Others present were Jason Gazdecki, Zoning Administrator; Cody Brommerich, County Surveyor; April Schoolcraft, Real Property Lister; Joe Pilkington, GIS and 911 Coordinator; and Beth Storlie, Administrative Assistant.

A Motion by Alton Staff, to approve the minutes of March 15, 2021 as corrected, seconded by Ed Chamberlain. Motion carried 4 – 0.

A Motion by Ed Chamberlain, to approve the vouchers for payment, seconded by Alton Staff. Motion carried unanimously.

CSM EASEMENT REVIEW:

- Norm Hurlburt is preparing a two lot CSM for Russell Hunter off of State Highway 27. They are proposing a 66-foot easement along the south property line of Lot 5 to serve Lot 4, which is located to the west. Cody Brommerich doesn't see any issues with the proposal.

A Motion by Alton Staff, to approve a 66-foot easement for Russell Hunter, seconded by Norm Stoker. Motion carried unanimously.

DISCUSSION OF LIDAR ACQUISITION:

- Zach Nienow, Ayres Associates met with April Schoolcraft, Cody Brommerich and Joe Pilkington via teleconferencing to discuss acquiring countywide LiDAR data in 2022. He explained that several federal agencies are working together to get nationwide LiDAR coverage and are offering grant funding to offset local costs. The existing data was flown in 2015 and the State of Wisconsin's goal is to acquire updated data about every eight years.

With the federal funding, they will cover 75% of the cost and Jackson County's portion would be \$50,000.00 if flown in 2022. If we were to fly this on our own, the total cost would be over \$200,000.00. Cody feels with the funding available through the federal government and the data being almost seven years old now, this would be a great way for us to acquire updated data for the least amount of county financial investment.

A Motion by Ed Chamberlain, to approve acquiring updated LiDAR data by utilizing federal

granting funding available, seconded by Alton Staff. Motion carried unanimously.

SURVEYOR'S REPORT, Cody Brommerich:

- *We successfully submitted Version 7 of the Statewide Parcel Map Database Project to the LTSB, which includes all of our updated PLSS corners completed last year. This will unlock the first half of the Strategic Initiative Grant funds, which we should receive in approximately six weeks.*
- *Working with Prowest regularly on any issues/questions they have on Town Road Indexing Project.*
- *Working on drafting Government Land Corner Certificates from PLSS corners completed last year.*
- *We have already been back out in the field for a few weeks now. We started our next remonumentation township in Franklin, focusing on the very remote corners to try and get some of those taken care of before the leaves come out.*
- *Completed more blue line jobs for the Forestry Department this spring.*
- *I have also been in contact with the Highway Department and many of the townships regarding upcoming road work. We will be completing preventative corner maintenance on PLSS corners they may be affected by upcoming road work.*
- *We've received a couple PLSS corner requests from private land surveyors for corners that they will need on upcoming surveys. We will be taking care of those for them.*

Future Trainings / Meetings: *Bi-weekly meetings with Prowest for Town Road Indexing Project.*

REAL PROPERTY LISTER REPORT, April Schoolcraft:

Accomplishments:

- *Continued preparing the assessment workbooks (assessment roll records for the beginning of the year) for assessors.*
 - *The six remaining townships are Cleveland, Garfield, North Bend, City Point, Irving & Knapp.*
 - *These three assessment rolls have come back to prepare for Open Book: Brockway, Curran, & Village of Taylor.*
 - *Mapping request for the Town of Hixton, for the DA Office/Sheriff Dept, mailing labels for the Pigeon Falls Fire Department, and mailing labels for the Hatfield Sanitary District, and a couple title research situations which resolved some mapping discrepancies.*

Future Trainings/Meetings:

- *Tax Deed Committee on Wednesday at 1pm.*
- *WRPLA District 3 meeting Thursday April 22nd 9am to Noon (Google Meet)*

Upcoming Plans:

- *Send off all records and supplies to assessors by the end of April.*
- *Implement the final product of the parcel mapping from Prowest.*
 - *Meeting was scheduled for April 9th; we're one step closer.*
- *Continue fielding phone calls and servicing our office window for the public, lots of questions regarding land info/zoning.*

Points of Interest:

- *Alternative schedule for the school year:*
 - *4am – 7:00am*
 - *12:30pm – 5:30pm*
 - *This schedule to be used on days I will be responsible for teaching our group, which is typically twice a week.*
- *Vacation April 26th – May 6th*

GIS/911 REPORT. Joe Pilkington:

- *Version 7 of the Statewide Parcel Mapping Project has been successfully submitted to the Legislative Technology Services Bureau.*
- *Fielding lots of phone calls regarding addressing and fire signs – Residents, Town/Village Clerks, USPS. Processing dozens of address applications.*
- *Assisting Jackson County Dispatch with their GIS needs – mapping layers, assigning/updating landmark names, assigning secondary addressing to apartment units, etc. Requesting a new layer in the CAD map that will display relevant Emergency Services Atlas pages numbers, which would allow the dispatcher to communicate atlas location information to emergency responders.*
- *Oasis Road readdressing – mixture of rural and city style addressing causing confusion. Readdressing Randy Zillmer property – No longer has a connection to State Highway 27. Working with WisDOT and the County Highway Department.*
- *Will be working with Land Conservation to update the aerial imagery used within their tracking applications. Imagery will be uploaded to the GIS server.*
- *Encouraging the City of Black River Falls to officially address parks and other recreational areas (Mills Hills Park a.k.a. Hippo Park, Field of Honor Park a.k.a. Deer Park, etc.).*

- *Continuing on with routine work such as updating parcels, updating GIS web map, updating dispatch CAD data, etc.*

GIS Mapping Requests: None

GIS Data Requests: Four 2020 aerial imagery tiles sold to ATC.

Future Trainings / Meetings: Spring WLIA Regional Meeting – Month of May

ZONING REPORT, Jason Gazdecki:

- The staff handed out the proposed text amendments to Chapter 18, Subdivision and Platting Ordinance for the committee to review before the May meeting. We plan on taking through the public hearing process in May then moving on to the full County Board of Supervisors in June.
- The Appliance and Electronics Round-up is set for Saturday, April 24th from 8:00 a.m. to 2:00 p.m. The pricing remains the same as last year with computer hard drives, laptops and keyboards at no cost and all other appliances or electronics at \$10.00 each.
- Jason shared that he was starting his third week with Jackson County and is getting his feet wet.
- Construction season is getting into full swing and permit activities are increasing as well as field work.
- Jason shared with the committee that at the time of his hire a timeframe of six months was established for him to receive all the required licenses namely the Soil Tester license and the POWTS Inspector license. With it being the building season, and the amount of online education that will need to be done, Jason doesn't feel that this timeframe is realistic and is asking for an additional six months to complete the licensure. The committee discussed what is all involved for him to obtain the licenses.

A Motion by Ed Chamberlain, to approve extending the timeframe for obtaining the Soil Tester and POWTS Inspector licenses for an additional six months. Allowing up to one year to obtain all required licenses, seconded by Norm Stoker. Motion carried 4 – 0.

PUBLIC HEARINGS: *Due to the COVID-19, the Zoning and Land Information Committee waived the petitioner requirement to be in attendance at this month's public hearing. The committee encouraged the petitioners to participate by teleconference or video conferencing in lieu of attending in person.*

- **ZONE CHANGE PETITION # 2021-11** as requested by Jacob D. Johnson on property located in the NE1/4-SW1/4, Section 36, T20N, R6W, Town of Franklin, Jackson County, WI. The request is to change 4.0 acres of the Official Zoning Map from the A-1

(Agriculture) District to the R-2 (Residential) District for the construction of a single-family home.

Township supposed the request.

A Motion by Alton Staff, to approve zone change petition # 2021-11 for Jacob D. Johnson, seconded by Norm Stoker. Motion carried.

- **CONDITIONAL USE PERMIT PETITION # 2021-12** as requested by Austin John Hurst on property known as Lot 1 of CSM 1525 located in the SE1/4-SW1/4, Section 16, T19N, R6W, Town of North Bend, Jackson County, WI. The request is to allow for the existing shed on the property to be used for a fabrication shop for metal products and small business operation within the R-2 (Residential) and A-2 (Forestry and Limited Agriculture) Districts.

The township has not submitted their position at the time of the public hearing. Joe Pilkington, GIS and 911 Coordinator, stated that he would recommend that a separate address be assigned for the shop and the existing home as there will be business activities occurring at the site.

A Motion by Norm Stoker, to approve conditional use permit petition # 2021-12 for Austin Hurst with the stipulation that the township approve the request, seconded by Alton Staff. Motion carried unanimously.

- **ZONE CHANGE PETITION # 2021-13** as requested by Travis Hizer on property located in the NE1/4-SE1/4, Section 13, T20N, R3W, Town of Manchester, Jackson County, WI. The request is to change 1.7 acres of the Official Zoning Map from the A-2 (Forestry and Limited Agriculture) District to the R-2 (Residential) District for the future construction of a single-family home.

The township has not submitted their position at the time of the public hearing. Ed Chamberlain, Chairman of the Town of Manchester stated that the request was approved.

The petitioner was not present in person or via teleconferencing to explain their plans. Public comment was received requesting a postponement due to a property line dispute and driveway access dispute. The Wisconsin Department of Transportation sent a letter regarding the driveway access and a copy of this information is to be submitted to the Jackson County Zoning Department for the file.

A Motion by Ed Chamberlain, to table zone change petition # 2021-13 for Travis Hizer until next month, seconded by Norm Stoker. Motion carried 4 - 0.

- **ZONE CHANGE PETITION # 2021-14** as requested by Russell and Maria Kinder on property located in the NW1/4-NW1/4, Section 4, T21N, R4W, Town of Adams, Jackson County, WI. The request is to change 20.0 acres of the Official Zoning Map as follows:
 1. 1.5 acres from the A-1 (Agriculture) District to the R-2 (Residential) District for a new single-family home.
 2. The remaining 18.0 acres from the A-1 (Agriculture) District to the A-2 (Forestry and Limited Agriculture) District.

The petitioner also requests a conditional use permit to allow for a landscape yard within the A-2 District.

The township has not submitted their position at the time of the public hearing. The petitioners were not present.

A Motion by Ed Chamberlain, to approve zone change petition # 2021-14 for Russell and Maria Kinder with the stipulation that the township approve the request, seconded by Alton Staff. Motion carried unanimously.

A Motion by Norm Stoker, to approve conditional use permit petition # 2021-14 for Russell and Maria Kinder with the stipulation of the township approval of the request, seconded by Alton Staff. Motion carried.

- **CONDITIONAL USE PERMIT PETITION # 2021-15** as requested by Robert Becker on property located in the SW1/4-NE1/4, Section 14, T21N, R5W, Town of Albion, Jackson County, WI. The request is to allow for filling and grading work within a shoreland area for an access lane, stream crossing and removal of fence line vegetation.

The township has not submitted their position at the time of the public hearing. The petitioner was present via Zoom video conferencing. He stated that they are trying to remove any County Rd P activity to Petes Rd. with equipment because the speed of traffic and that the property with farm buildings is on a curve.

Gaylord Olson II stated that Mike Goehring, Land Conservation, is assisting with technical advice and the permitting process. All construction will be performed by Mr. Becker and this project is not cost-shared by his department.

A Motion by Norm Stoker, to approve conditional use permit petition # 2021-15 for Robert Becker with the stipulation that the township approve the request, seconded by Alton Staff. Motion carried unanimously.

- **CONDITIONAL USE PERMIT PETITION # 2021-16** as requested by Barbara Donna on property located in the NW1/4-SW1/4, Section 30, T20N, R4W, Town of Irving, Jackson County, WI. The request is to allow for filling and grading work within a shoreland area for a rock riprap project on the banks of the Black River.

Township supports the request. The Land Conservation Department is working with the Donna family to continue a shoreland erosion protection project as several hundred feet of shoreland area were previously improved with rock rip rap. This project is cost-shared with the Land Conservation Department.

A Motion by Ed Chamberlain, to approve conditional use permit petition # 2021-16 for Barbara Donna, seconded by Alton Staff. Motion carried 4 – 0.

- **CONDITIONAL USE PERMIT PETITION # 2021-17** as requested by Calvin Weihrouch, owner and Gregory Manske, applicant on property located in the NE1/4-NW1/4, Section 22, T19N, R6W, Town of North Bend, Jackson County, WI. The request is to allow for filling and grading work within a shoreland area for a rock riprap project along the banks of Mill Creek.

The township has not submitted their position at the time of the public hearing. The petitioners were not present but Gaylord Olson II stated that they are working with the Land Conservation Department. His department will be overseeing the installation of approximately 300 – 400 feet of rock rip rap on very steep slopes of Mill Creek. Gaylord recommended that since the township has not submitted their position that the committee approve with the stipulation that the township not oppose the request.

A Motion by Norm Stoker, to approve conditional use permit petition # 2021-17 for Calvin Weihrouch, owner and Gregory Manske, applicant with the stipulation that the township not oppose the request, seconded by Alton Staff. Motion carried unanimously.

- **ZONE CHANGE PETITION # 2021-18** as requested by Daniel and Sara Scholze on property located in the NE1/4-SE1/4, Section 29, T22N, R4W, Town of Adams, Jackson County, WI. The request is to change 63.80 acres of the Official Zoning Map as follows:
 1. 5.0 acres from the A-1 (Agriculture) District to the R-2 (Residential) District for the construction of a new single-family home and garage.
 2. 58.80 acres from the A-1 (Agriculture) District to the A-2 (Forestry and Limited Agriculture) District.

The township has not submitted their position at the time of the public hearing. The petitioners were present via Zoom video conferencing and shared their plans to build a new home.

A Motion by Alton Staff, to approve zone change petition # 2021-18 for Daniel and Sara Scholze with the stipulation that the township supports the request, seconded by Ed Chamberlain. Motion carried unanimously.

A Motion by Norm Stoker, to adjourn the meeting, seconded by Alton Staff. Motion carried. Meeting adjourned at 10:00 a.m.