

**MINUTES**  
**JACKSON COUNTY ZONING & LAND INFORMATION COMMITTEE**  
April 16, 2018

**April 16, 2018: Committee Meeting and Public Hearings**

**Meeting called to order** at 9:30 a.m. by Chairman John Chrest. Committee members in attendance are John Chrest, Norm Stoker, Hoyt Strandberg, Karena Thundercloud and Alton Staff. Others present were Ethan Remus, County Surveyor; April Schoolcraft, GIS Specialist; Joe Pilkington; GIS Technician; Terry Schmidt, Zoning Administrator; Dustin McCune, Zoning Technician; and Beth Storlie, Administrative Assistant.

Due to a late spring winter storm, site visits were not completed today because of poor road conditions.

**A Motion by Alton Staff, to approve the minutes of March 14&19, 2018, seconded by Karena Thundercloud. Motion carried.**

**A Motion by Norm Stoker, to approve the vouchers for payment, seconded by Hoyt Strandberg. Motion carried.**

**SURVEYOR'S REPORT, see report:**

- *Drafting tie sheets and plats of survey for field work done last summer.*
- *We have been trying to get field work done in between snow storms. Currently working on referencing corners that will be destroyed by road work this summer.*
- *Continuing to work with Highway Dept. and Prowest on CTH R/W layer.*
- *Working with ROD on potential change of imaging providers for Document Indexing. We have a meeting tomorrow with OPG3 for a hands-on demo of their software.*
- *Submitted 2017 retained fee/grant report to DOA on March 27. This was reviewed and accepted.*
- *2018 Base Budget Grant payment (\$65,032) was received on March 22.*
- *V4 submittal for statewide parcel mapping initiative was due March 31. We requested and were granted an extension until this Friday, April 20.*
- *Instructions for completing the 2019-2021 land information plan were received from DOA on March 29. We have begun work on this. A draft copy of this plan is due to DOA on October 1 for review and approval. Final plans are due on December 31.*
- *We have been requested by Jay Borek to survey the Highway shop on Harrison St. We are planning on setting the corners, marking the lines, and drafting a CSM on this parcel. We will be working with the city to officially vacate portions of the undeveloped platted streets that run through this parcel. We met with Jay this morning to discuss exactly what should be vacated. We have made contact with Brad Chown about this and he seems happy to help.*

- *We met with forestry dept. last Friday and went over upcoming 2018 timber sales. There are several sales that we will be involved with marking blue lines.*
- *We will be meeting with Ayres Associates on May 10 to discuss the upcoming 2020 WROC ortho flight. They will also be presenting us with their oblique imagery option.*
- *The “Meet me at the corner” event was postponed until Wednesday, April 25.*
- *Discuss AE-6 revision*
- *Introduce Lucie and Cody.*
- *Received quote from Excel Binding to perform maintenance on our survey records books. They quoted \$3,266.80 to fix Volumes 2 and 3. We will consider this proposal along with the on-line survey records proposal. Likely doing one or the other.*
- *Discussed the online survey records project. Initial proposal was to have our internal Prowest Associates application run on the county’s website, but the website host does not have the technology available to host that application. IT had issues with that as the internal application is hosted on a server within the county. We looked at another option of cloning the application and placing it in the cloud. Amazon storage fees would be in the area of \$130.00 per month. Prowest Associates would be able to update the cloud application but for a maintenance fee of \$300.00 each time. We will look into this further for next month.*
- *Lucie Ostlund introduced herself to the committee and shared a little bit about herself and her family.*

**REAL PROPERTY LISTER REPORT, see report:**

*Accomplishments:*

- *Completed the assessment work rolls for the assessors. Ideally, this information should be sent out no later than February, but I’m finally done.*
- *Receiving assessment rolls back and importing & balancing valuation totals with the assessors to prepare for Open Book Meetings.*
- *Assigned 7 addresses.*
- *Assisted realtors, attorneys, and land owners with brief questions about land & title issues they had.*

*Future Trainings:*

- *Cataract First Responders meeting will be April 23<sup>rd</sup> @ 8pm, talking about the response district boundaries for their agency & updating our information for dispatch.*
- *WRPLA District 3 meeting will be held on April 27<sup>th</sup>.*

*Upcoming Plans:*

- *Continue to update assessment rolls with changes from assessors.*
- *Catch up with address assignments.*
- *Begin editing US Census LUCA data, deadline to return data is June 29<sup>th</sup>.*

- Assist Joe & help Lucie with learning her new role.

## **GIS/911 REPORT, see report:**

### **GIS Report**

- Request made to extend the submission deadline for the V4 Statewide Parcel Mapping dataset. Request approved and deadline extended to April 20<sup>th</sup>. The 2017 Assessment Roll is now complete.

#### *Action:*

Completing and submitting the parcel dataset is top priority this week. I expect no problems preparing the data and getting it submitted to the state by the deadline.

- **GIS Mapping Requests:** Internal Maps for Survey, Routing Map for RC Heating and Cooling (2 – 24"x48" @ cost of \$25/map), Routing Map for Gale Jelinek (24" x 33.5" @ cost of \$20/map).
- **GIS Data Requests:** Jurisdictional PSAP boundary shapefile requested by Comtech – Serves our PSAP for both VoIP and wireless 9-1-1 service.

### **911**

- Sheriff's Department extended their GeoLynx contact an additional three months while we continue to correct and refine our data to meet data schema requirements for Spillman Geovalidation.
- We plan to resubmit our data to Gecomm this afternoon for our second of two free evaluations for the Geovalidation conversion process.

#### *Action:*

Corrected all fatal and critical errors associated with our address points (property access points) feature class. Will continue to correct preferred and optional errors through time.

Corrected all fatal errors and a significant portion of critical errors associated with our road centerlines feature class. Will continue to correct remaining critical, preferred, and optional errors through time.

Created an Authoritative Boundary feature class – An extension of our Municipalities dataset, which includes Mentor and Dewhurst Townships of Clark County.

- April and I met with Emergency Management Coordinator, Kristina Page, and SO Communication Lead, Ryann Dobson, last week to develop a county policy and official procedures for a contracting municipality to request changes to their emergency response districts. These new procedures will help ensure the dissemination of information occurs in a coordinated manner and is brought to the attention of all appropriate county officials. I am in the process of developing detailed procedures for updating our GIS datasets once an official change request is forwarded to our office from the Emergency Management Coordinator.

### **Upcoming Plans:**

- Help Lucie transition into her role as the new Jackson County GIS Technician, get her familiar with our current projects and software programs, begin parcel fabric training.
- Resubmit our GIS data to GeoComm for evaluation.
- Format and submit the V4 parcel dataset in searchable format.

- *Process address applications.*
- *Fulfill data and mapping requests.*

***Future Trainings / Meetings***

*April, Ryann Dobson, Kristina Page and myself plan to attend the Cataract First Responder meeting next Monday, April 23, @ 8 pm.*

**ZONING REPORT:**

- With the County Board member election this past week, we will need to vote on Chairman and Vice Chairman at our May committee meeting.
- Terry attended the Department Head meeting where the proposed building construction was discussed and the use of the ATC funds. Terry had concerns on where the Highway Department is planning on constructing their new garage structure for the large tandem trucks since we need to have access to the Recycling Center. Additionally, the condition of the loading docks at the Recycling Center is an area that needs attention. One loading dock cannot be utilized based on its poor condition, the metal framing is falling out of the concrete so we have the metal bins parked in that bay to prevent its use. Terry will meet with a contractor to see what the cost for repairs or replacement would be for the loading dock area and report back to the committee.
- Terry continues to work on the text amendments. He is looking at the ordinance language fairly detailed to ensure that we do all the updates necessary.
- The annual report for the Recycling Program has been submitted to the WI-DNR. We continue to meet the pounds per capita requirements.
- Weather is poor for beginning field work but the forecast for the next week looks promising.
- Tire Round-up is set for this Saturday, April 21<sup>st</sup>. The Appliance and Electronics Round-up is set for Saturday, April 28<sup>th</sup>.

**RETURN OF TABLED PETITION FOR CONSIDERATION:**

- Conditional Use Permit Petition # 2018-16 requested by Cheryl A. and Mark T. Maug. The request was tabled at the March 19, 2018 meeting due to the township not meeting until after the public hearing date. The Town of Brockway supported the request with three conditions as follows:
  1. One appointment per hour.
  2. No kennel rentals or boarding of dogs/puppies.
  3. No grooming of dogs.

**A Motion by Hoyt Strandberg, to approve conditional use permit petition # 2018-16 for Cheryl and Mark Maug with the stipulation of only one appointment per hour, no kennel rentals or boarding of dogs or puppies and no grooming of dogs to occur at the site, seconded by Karena Thundercloud. Motion carried unanimously.**

**OLD BUSINESS:**

The applicant contacted the office to inform us that the Town of Cleveland will not be meeting prior to our April Committee Meeting and requested the items be tabled until the May Committee Meeting.

**PUBLIC HEARINGS:**

- **ZONE CHANGE PETITION # 2018-18** as requested by Mark Abbott on property located in the SW1/4-SE1/4, Section 7, T22N, R3W, Town of Adams, Jackson County, WI. The request is to change 2 acres of the Official Zoning Map from the A-2 (Forestry and Limited Agriculture) District to the R-2 (Residential) District for the construction of a seasonal vacation cabin.

Township position not submitted at the time of the public hearing.

**A Motion by Alton Staff, to approve zone change petition # 2018-18 for Mark Abbott with the stipulation of the Town of Adams approval, seconded by Karena Thundercloud. Motion carried.**

- **ZONE CHANGE PETITION # 2018-19** as requested by Paul Hoffman, owner and Walter & Savannah Windsor, applicants on property known as Lots 9 & 10 of CSM 2852 located in the NE1/4-NE1/4, Section 11, and the SE1/4-SE1/4, Section 1, T21N, R4W, Town of Brockway, Jackson County, WI. The request is to change 4.6 acres of the Official Zoning Map from the A-2 (Forestry and Limited Agriculture) District to the R-6 (Rural Residential) District for the construction of a single family home and to have a few horses.

Township position not submitted at the time of the public hearing. Applicant stated that they would like to have a few horses, cows and a pig as a hobby farm with their new home.

Gaylord Olson II has concerns as he hasn't met with the applicants nor had any contact from them. He added the parcel is fairly steep on the backside and a limited area for feeding or grazing for the animals in front near the neighbors. He asked that the item be delayed or tabled so he has the opportunity to meet with the Windsors' at the site to determine animal units that would be suitable for the parcel.

Terry added that the concern is the animals being located on the parcel not the viability of the new home. The concern is a pollution prevention matter.

Public comment received in opposition of the request.

**A Motion by Karena Thundercloud, to table zone change petition # 2018-19 for Paul Hoffman, owner and Walter & Savannah Windsor, applicants for additional information regarding the placement of the animals at the site, seconded by Hoyt Strandberg. Motion carried.**

- **CONDITIONAL USE PERMIT PETITION # 2018-20** as requested by Mitchell Anderson on property located in the NE1/4-SW1/4, Section 26, T20N, R4W, Town of Manchester, Jackson County, WI. The request is to allow for the keeping and maintaining of more than five dogs and other livestock at the property.

Township position not submitted at the time of the public hearing. Terry spoke with the Chairman of the Town of Manchester who said that he doesn't envision any issues with the proposal. The petitioner stated that he has about twenty chickens and three goats located at the site along with his dogs.

Gaylord Olson II stated that he doesn't see any issues with these animal unit numbers based on the parcels size of twenty acres. He added that these animal types have a very low threshold with the current numbers.

**A Motion by Norm Stoker, to approve conditional use permit petition # 2018-20 for Mitchell Anderson with the stipulation of the Town of Manchester approval, seconded by Alton Staff. Motion carried.**

- **CONDITIONAL USE PERMIT PETITION # 2018-21** as requested by Ron D. Overlien on property known as Lot 5 of CSM 2395 located in the NE1/4-SE1/4, Section 20, T21N, R4W, Town of Albion, Jackson County, WI. The request is to allow for filling and grading work within a shoreland area for streambank improvements and rip-rap project.

Township supports the request.

Mr. Overlien is working with the Land Conservation Department for the design and construction of the project. The required WI-DNR General Permit has been submitted and received.

**A Motion by Alton Staff, to approve conditional use permit petition # 2018-21 for Ron D. Overlien, seconded by Karena Thundercloud. Motion carried.**

- **ZONE CHANGE PETITION # 2018-22** as requested by David A. Hoffman, owner and Mark & Kari Hiltz, applicants on property located in the NW1/4-NE1/4, Section 31, T22N, R4W, Town of Adams, Jackson County, WI. The request is to change 2 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 position not submitted at the time of the public hearing.

**A Motion by Alton Staff, to approve zone change petition # 2018-22 for David A. Hoffman, owner and Mark & Kari Hiltz, applicants with the stipulation of the Town of Adams approval, seconded by Norm Stoker. Motion carried.**

- **ZONE CHANGE PETITION # 2018-23** as requested by Ross and Patricia Phillips on property located in the SW1/4-NW1/4, Section 22, T20N, R2W, Town of Millston, Jackson County, WI. The request is to change 2.09 acres of the Official Zoning Map from the R-4 (Residential) District to the R-2 (Residential) District for the construction of a single family home.

Township position not submitted at the time of the public hearing.

**A Motion by Karena Thundercloud, to approve zone change petition # 2018-23 for Ross & Patricia Phillips with the stipulation of the Town of Millston approval, seconded by Norm Stoker. Motion carried.**

- **CONDITIONAL USE PERMIT PETITION # 2018-24** as requested by Justin and Darci Daniels on property known as Lot 2 of CSM 2851 located in the SW1/4-NE1/4, Section 33, T23N, R5W, Town of Garden Valley, Jackson County, WI. The request is to allow for the operation of an agricultural related products store within the A-1 (Agriculture) District.

Township position not submitted at the time of the public hearing. Darci Daniels said that they would like to sell farm products being meats and cheese from their farm. They are proposing constructing a 12 foot by 16 foot retail building that will be located in front of their Harvester grain bin.

**A Motion by Norm Stoker, to approve conditional use permit petition # 2018-24 for Justin and Darci Daniels, seconded by Hoyt Strandberg. Motion carried.**

- **CONDITIONAL USE PERMIT PETITION # 2018-25** as requested by Todd Bina on property known as Lot 2 of CSM 2300 located in the NW1/4-NE1/4, Section 28, T19N, R6W, Town of North Bend, Jackson County, WI. The request is to allow for the keeping and maintaining of more than five dogs at the site.

Township opposed the request based on the testimony of the neighbors. A petition in opposition was read into the minutes.

Mr. Bina said that he purchased the property in June 2017 and is an avid outdoorsman who feel in love with bear hunting. The major concern has been the barking of his hounds. Shortly after moving to the parcel, his dogs had two litters of puppies and there is a total of fifteen dogs at the property at this time. The pups were being raised indoors but have moved outdoors to their dog houses for training. He installed black fencing to limit visibility for the dogs and is utilizing bark collars. When he is training and running them, each dog wears a GPS collar so he can monitor their location at all times on his phone.

Public comment was received in opposition.

Terry Schmidt stated the concern is the constant barking and the nuisance it is causing.

Todd Bina added that eventually he wants to build a structure to house the dogs. He is training them to know the appropriate time to bark, not at home or in their kennels. He said his issue with the process is when he purchased his kennel license in 2018 that's when he learned about the zoning issues. He stated that others in the county may not be having to meet the same standards. He clarified that they have ten hound dogs and five other species of dogs that are lap dogs in their home. He added that if his request is denied, you are taking his lifestyle away and the opportunity for his recreation.

Terry stated that the language has been in place for many years. But if someone would contact our office and state what their intentions are at the time of purchase, they would be given the options available for the type of use that is being proposed. He added that in an unzoned area such as the Town of Irving, the ordinance would not be enforced. But the nuisance would still be there in unzoned area, just not the enforcement.

Mr. Bina concluded his statements by saying he feels that he was railroaded into the situation and the position of the town board as one of the side board members is a neighbor. He asked that board member to abstain from the vote, which he did but Mr. Bina feels that he didn't get a fair shake. There is no history of complaints to the Sheriff's Department or Humane Officer.

**A Motion by John Chrest, to table conditional use permit petition # 2018-25 for Todd Bina for sixty days to allow the petitioner and neighbors to come to a resolution with the noise complaint issues, seconded by Norm Stoker. Motion carried unanimously.**

**A Motion by Norm Stoker, to adjourn the meeting, seconded by Karena Thundercloud. Motion carried. Meeting adjourned at 1:00 p.m.**