

MINUTES
JACKSON COUNTY ZONING & LAND INFORMATION COMMITTEE
April 17, 2017

April 17, 2017: **Committee Site Visits, Committee Meeting and Public Hearing.**
Meeting called to order at 8:00 a.m., the Site Visits followed. Committee members in attendance are John Chrest, Norm Stoker, Hoyt Strandberg, Michelle Greendeer-Rave and Alton Staff. Others present were Ethan Remus, County Surveyor; April Schoolcraft, GIS Specialist; Terry Schmidt, Zoning Administrator; Dustin McCune, Zoning Technician; and Beth Storlie, Administrative Assistant.

A Motion by Alton Staff, to approve the minutes of March 15 & 20, 2017, seconded by Norm Stoker. Motion carried.

A Motion by Hoyt Strandberg, to approve the vouchers for payment, seconded by Michelle Greendeer-Rave. Motion carried.

CSM EASEMENT REVIEW:

- Norm Hurlburt is completing a survey of an existing parcel. In 1994, a 4-acre lot it was separated out for a new home. The house and septic system were not built on the described parcel. They have now surveyed the lot to make the structures conforming with what actually is occupied. The easement that has been traveled all these years, is not located where it was described and it's only 16 ½ feet in width. The new map represents where the easement is traveled. With it being an undersized easement, the committee has approval authority.

A Motion by Norm Stoker, to approve the existing 16 ½ foot undersized easement for Wyss – Stetzer, seconded by Hoyt Strandberg. Motion carried.

SURVEYOR'S REPORT, see report:

- All tie sheets from the field work done in 2016 have been completed. Beth has scanned them and uploaded them to ADC for the county web mapping site. Ethan needs to complete the GIS updates for all of them but will wait for a rainy day to complete that work.
- Been busy with marking and referencing monuments located in roadways for municipal road projects.
- Met with the Forestry Department and reviewed the proposed timber sales for this year. Ethan will have a couple of days of marking and referencing survey corners that will be affected by logging.
- Spent a couple of days re-establishing corners for private surveys.
- Survey Technician position remains open for applications. We haven't received enough qualified candidates at this time. The position is Base Budget grant funded, we can roll the funds into next year or utilize the funds for a different project. If we use it for other work, it will require us to re-apply with the DOA for the different project.
- Phone screening occurred for the GIS Technician position. We have a couple of good applicants and will be moving forward to interviews next week.

- On April 19th, Buffalo County will be having a Land Information Council meeting and have asked neighboring counties to attend who have begun the PLSS monumentation work. Their council is advocating for doing this work in a somewhat non-traditional method and for the low bid by contracting it out. Eau Claire and La Crosse counties will be attending to support a quality based method verses the low bid. The committee felt it's okay to support the importance of accuracy for corner monumentation.

A Motion by Alton Staff, to approve Ethan Remus and April Schoolcraft attending the April 19th meeting of Buffalo County for survey monumentation, seconded by Hoyt Strandberg. Motion carried.

- SQL Server. During Matt's last week, we received an error message that we had maxed out our storage of the GIS data. We run the version of SQL Express, which is free but only has storage capacity of 10 G. April and Matt had a session scheduled with Panda Consulting to work with another aspect of the parcel fabric so they asked Frank his thoughts on the error. They learned when SQL was set-up, they had turned on historical archive records, which makes copies of the data each time the date is manipulated. They turned off the historical archive and the problem of storage was solved.
- Ethan had the committee review the existing contract with Ayres Associates, which was developed for the LiDAR and last orthophotography flight in 2015. The end date of the contract is 2020. After discussing the hydro layer development, Ayres Associates suggested amending the contract for this project and it would only require Kyle Deno's signature authorizing the amendment. Corporation Counsel has not had an opportunity to review the contract amendment language at this point.

A Motion by Michelle Greendeer-Rave, to approve the amendment to the Ayres Associates contract for the development of the hydro layer pending Corporation Counsel approval of the terms, seconded by Alton Staff. Motion carried unanimously.

GIS REPORT:

- 2 of 27 assessment rolls are back and set for Open Book and Board of Review.
- V3 statewide parcel mapping updates were submitted on March 21st. Received feedback from the DOA questioning the absence of valuation data on 13% of our data. April explained the possible reasons for the missing data. This could include "historical" records, assessed with other parcels, record existing in tax roll but GIS isn't mapped, assessor missed the record, or new parcels in 2017. She will continue to work with the assessors to improve these issues.
- Issued sixteen new addresses. It's building season so these applications are on the increase.
- Attended a webinar with the US Census Bureau regarding their LUCA program (Local Update of Census Addresses) in preparation for the next census in 2020.
- Will attend GCS meeting on April 26th to discuss their tax roll software.
- WI Real Property Listers Association Board of Directors meeting will be held in Stevens Point on April 28th. Will host the District 3 meeting for the property listers following this meeting to update the district on the information presented.

ZONING REPORT:

- Terry met with Nick Grey of the Sheriff's Department about the tire pile. Officer Grey questioned if we are looking at prevention or apprehension. He recommends a cheaper trail cam in a locked box to monitor the site and try to determine who's assessing the site. He offered future surveillance of the site to try to catch some of the illegal dumping.
- Outstanding compliance and violation issues update:
 - Jessop Conditional Use Permit. She went forward with the variance as required by the conditioned approval of the CUP. It was approved and the Board of Adjustment included all the conditions of approval with the addition of annual inspections to be completed by the Land Conservation Department.
 - McCullough Repair and Service property. Mr. McCullough has moved the business from Clark Rd. to the Bement property off of Highway 12. His citation remains open and will move forward to trial in the next month or so.
 - Pelham property. Coop Credit Union has gotten the property back. Terry has spoke with the credit union and they want to determine what fill needs to be removed. Terry will meet with them and their excavator at the site to determine the course of work to bring the property into compliance.

PUBLIC HEARINGS:

- **CONDITIONAL USE PERMIT PETITION # 2017-17** as requested by Chris C. Borntrreger, owner and Edwin J. Borntrreger, applicant on property located in the SE1/4-NW1/4, Section 17, T20N, R6W, Town of Franklin, Jackson County, WI. The request is to allow for rural retailing (rafter making) within the A-1 (Agriculture) District.

Township opposed the request due to the petitioner not attending their meeting and insufficient information. The township was concerned about the time frame as a letter was sent on October 28th with the requirements and applications. The information was resent in February and we finally received the applications in late March. Terry said that the property does meet the requirements for a conditional use permit but has a concern that the township has not weighed in at this time.

A Motion by Michelle Greendeer-Rave, to approve conditional use permit petition # 2017-17 for Chris Borntrreger, seconded by Norm Stoker. Motion carried unanimously.

- **ZONE CHANGE PETITION # 2017-18** as requested by Robert Banks, owner and Kristine Kovonponicke, applicant on property located in the SW1/4-NW1/4, Section 28, T20N, R3W, Town of Manchester, Jackson County, WI. The request is to change 5.0 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.

Petitioner or agent were not present at the public hearing.

A Motion by Michelle Greendeer-Rave, to table zone change petition # 2017-18 for Robert Banks, seconded by Alton Staff. Motion carried.

- **ZONE CHANGE PETITION # 2017-19** as requested by Rick Coryell property known as Lot 2 of CSM 2837 located in the NW1/4-SE1/4, Section 34, T20N, R3W, Town of Manchester, Jackson County, WI. The request is to change 5.54 acres of the Official Zoning Map from the R-3 (Cottage/Cabin) District to the R-6 (Rural Residential) District for the construction of a single family home.

Township has not held their month meeting at this time. Terry stated that a recommendation he would like the committee to consider would be that all Land Conservation Department requirements are met and that any fencing expenses are the responsibility of Mr. Coryell, not neighboring property owners.

A Motion by Norm Stoker, to approve zone change petition # 2017-19 with the stipulation that the Town of Manchester approves the request, that all Jackson County Land Conservation Department standards and regulations are met and that any fencing expenses are the responsibility of Mr. Coryell, seconded by Alton Staff. Motion carried unanimously.

A Motion by Norm Stoker, to adjourn the meeting, seconded by Michelle Greendeer-Rave. Motion carried. Meeting adjourned at 11:30 a.m.