

MINUTES
JACKSON COUNTY ZONING & LAND INFORMATION COMMITTEE
August 15, 2022

July 18, 2022: Committee Meeting, Virtual Onsite and Public Hearing

Meeting called to order at 8:30 A.M. by Chairman Hoyt Strandberg. Committee members in attendance are Hoyt Strandberg, Alton Staff, Ed Chamberlain, Jerry Schmidt, and Adrian Swanson. Others present were Cody Brommerich, County Surveyor; April Schoolcraft, Real Property Lister; Jonathan Hemp, Zoning Administrator; Dustin McCune, Zoning Technician; Rebecca Ayers, Zoning Assistant; and Cindy Altman, County Clerk.

Next Meeting Dates: Monday, September 19, 2022 at 8:30 a.m.

A Motion by Alton Staff, to approve the July 18, 2022 minutes as presented, seconded by Adrian Swanson. Motion carried unanimously.

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

CSM EASEMENT REVIEW:

- Norm Hurlburt completed a survey which was reviewed by Stephen Solberg, the survey is proposing an extension of an existing easement. They are proposing to extend the current easement by 100 feet.

A motion by Alton Staff, to approve a 100-foot easement, seconded by ed Chamberlain. Motion carried unanimously.

- There is a request for a 66-foot easement for access to the farm residence located at 018-0492.0000.

A motion by Ed Chamberlain, to approve a 66-foot-wide easement, seconded by Adrian Swanson. Motion carried unanimously.

- Real Land Survey completed a survey proposing a 66-foot in width easement to allow the homeowner to access their home.

A motion by Alton Staff, to approve a 66-foot-wide easement, seconded by Ed Chamberlain. Motion carried unanimously.

SURVEYOR'S REPORT, Cody Brommerich:

- *2023 Wisconsin Regional Orthoimagery Consortium Project Update. We are planned to acquire updated aerial imagery in the spring of 2023. We organized a meeting with several*

municipalities regarding 3" ortho buy-ups. As of right now, the Village of Taylor, Town of Brockway, and City of Black River Falls are going to participate for the 2023 flight, which they also did for the 2020 flight. There is interest from a couple of other municipalities.

- We are continuing our remonumentation efforts in Franklin and Irving.*
- We completed PLSS corner requests from private land surveyors for their upcoming surveys.*
- I will be working on the Department's budget, which is due in early September, waiting on some additional information for our 2023 ortho flights.*

Future Conference/Meetings:

None

Discussion and consideration of amending Digital Data Fees in the Jackson County Zoning and Land Information Fee Schedule.

Ed Chamberlain suggested the fee schedule be added to the September 19th agenda to be voted on then. Rebecca will send the proposed updated fee schedule with the Public Hearing information to the committee.

REAL PROPERTY LISTER REPORT, April Schoolcraft:

Accomplishments:

- I finally finished with all the assessment data for 2022, 7 out of 27 municipalities need to complete their Board of Review for this tax year.*
- Assisted the Broadband workgroup, the Sheriff, Forestry, Maintenance, Hatfield Sanitary District, and a realtor with mapping services & updated owner mailing address data.*

Future Trainings/Meetings:

- September 7th - 9th will be the Real Property Listers Annual State Meeting in La Crosse*

Upcoming Plans:

- Prepare for my September Conference.*
- Send split tax bill letters to owners who have a split conveyance for the year.*
- Begin mapping splits to prepare for the 2023 tax year.*
- Continue to assist the public, attorneys, title companies, realtors, and anyone else who contacts us.*

Points of Interest:

- None*

GIS/911 REPORT. Joe Pilkington:

- *Continuing to improve road centerlines and update address range data for the purpose of updating the Master Street Address Guide (MSAG). As a reminder, we need to achieve and maintain a 98% synchronization rate between the MSAG and GIS data for NG911. We are currently hovering around 72% synchronization. This project is medium priority.*
- *Assisting the Sheriff's Office to process the Address Maintenance backlog. Thus far, errors have been reduced from approximately 14,000 to 4,355. Nearly 1,000 records were corrected this month. This project is medium priority.*
- *Rebuilt the Road Intersections dataset. Standardized Interstate on/off ramps data.
(Ex. I 94 WB 115 OFF & US HWY 12 NB; I 94 EB 115 ON & US HWY 12 SB; etc.)*
- *Conducting Rural Addressing Assessments for recreational properties on Federal, State, County, and local lands. Assessing whether rural address assignment is necessary for the safety and security of recreationalists on public property. This project is medium priority.*
- *In the process of collecting building data for schools, daycares, medical facilities, or any other 'sensitive' places where quick emergency response is elevated. Often, facilities will have some general building plans or emergency evacuation maps, which include floors, room numbers, room names, exits, etc. This information is then built into the 911 GIS data for use within the Spillman software. Black River Memorial Hospital, Red Creek Elementary, and JCI are some examples where we have collected building data.*
- *Continuing to process address applications as received, perform regular data updates to Wgxtreme webmap, updates to Spillman GeoValidation, and data backups. These processes are high priority.*

GIS Mapping Requests:

Dispatch Lead Chris Underwood has requested updated Dispatch Tow Company Maps for Deputies to use in the field.

GIS Data Requests:

Gerke Excavating Inc. requested LiDAR for a Town Road Project in the Town of Albion. One-mile stretch of Cloverdale Rd falling within the SW ¼ of NW ¼ Section 35, T21R5W; SW ¼ of NE ¼ Section 35, T21R5W and NW ¼ of SE ¼ Section 35, T21R5W. LiDAR tiles 2611 and 2612. \$500.00.

Past and Future Trainings / Meetings:

None

ZONING REPORT. Jonathan Hemp:

- *Land Use Permits have been steady.*
- *Dustin still has been going on soil tests and septic installation inspections almost daily.*
- *Dustin is also keeping up on the travel trailer registrations*
- *Second round of sanitary violations start going out the end of this week*
- *Recycling center:*
 - *Met with Conger Rep to get a quote on fixing the mast and new tires (also to get a quote for a replacement.)*
 - *Have sharps pick-up scheduled for August 23*
 - *Met with Justin from Dynamic Audio & Video to get a quote on cameras for the recycling center.*
 - *Misc. items needed (blower, shovels, sweeping compound, and brooms)*
 - *Need to look into maintenance for cardboard baler*
- *Comprehensive zoning plan*
 - *Garrett Nix (Corp. Council) reviewed and approved contract*
 - *Contract has been signed by all and sent to MRVRPC*
 - *Need to send out notices to all towns and municipalities on updated Comprehensive Zoning maps*
- *Variance applied for (BOA Meeting September 1)*
- *More junk complaints, have followed up with letters regarding the clean-up.*
- *Review raising fee prices and updating application forms. Will put together a proposal to present to Zoning Committee in coming months.*
- *2023 Budget due Friday September 2nd*

OLD BUSINESS:

- **CONDITIONAL USE PETITION #2022-23** as requested by Kevin Wallace on property known as Lot 3 of CSM 1119 located in the SE ¼-NW ¼, Section 7, T20N, R3W, Town of Manchester, Jackson County, WI. The request is to allow for the operation of a short-term (May-September) rental property within the R-2 (Residential) District.

A motion made by Adrian Swanson, to approve Conditional Use Petition #2022-23 for Kevin Wallace, seconded by Alton Staff. Motion carried, unanimously.

A motion to recess and go into the Public Hearing was made by Alton Staff and was seconded by Adrian Swanson at 9:39 a.m. Motion carried, unanimously.

Public Hearing meeting was called to order at 9:39 a.m. by Hoyt Strandberg.

NEW BUSINESS:

- **ZONE CHANGE PETITION #2022-28** as requested by David Haney, on property located in the SW1/4-SW1/4, Section 35, T20N, R6W, Town of Franklin, Jackson County, WI. The request is to change 4.0 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 Shed house.

Town of Franklin supports the request, if acreage is changed to 4.0 acres from 1.5 acres as per the Town of Franklin's minimum lot size requirement.

A motion made by Alton Staff, to approve Zone Change Petition #2022-28 for David Haney, seconded by Ed Chamberlain. Motion carried, unanimously.

- **CONDITIONAL USE REQUEST #2022-29** as requested by Micheal Hodgson, on property in the NW1/4-NW1/4, Section 26, T23N, R4W, Town of Alma, Jackson County, WI. The request is to allow for filling and grading work within a shoreland area for filling and shaping banks.

A motion made by Ed Chamberlain, to approve the Conditional Use Request #2022-2 for Micheal Hodgson, seconded by Adrian Swanson. Motion carried, unanimously.

CONDITIONAL USE PETITION #2022-30 as requested by Brent Mikkelson, on property in the SW1/4-SE1/4, Section 36, T19N, R6W, Town of Melrose, Jackson County, WI. The request is to allow the construction of a duplex in the R-2 (Residential) District.

The Town supports the request.

A motion made by Ed Chamberlain, to approve Conditional Use Petition #2022-30 for Brent Mikkelson, seconded by Adrian Swanson. Motion carried, unanimously.

- **ZONE CHANGE PETITION #2022-31** as requested by Donald Vanderhoff, on property in the NW1/4-SE1/4, Section 22, T20N, R6W, Town of Franklin, Jackson County, WI. The request is to change 3.34 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 single-family home.

The town did not support based on not meeting the minimum lot size of 4 acres in Franklin. Letter was read from Patrick and Lisa Ilfrey in opposition. Sue and Gene Volden spoke in opposition.

A motion made by Ed Chamberlain, to deny the Zone Change Petition 2022-31 for Donald Vanderhoff based on the lack of acreage, seconded by Alton Staff. Motion carried unanimously.

- **ZONE CHANGE PETITION #2022-32** as requested by Kevin and Deidra Bush, on property in the NW1/4-SW1/4, Section 8, T24N, R5W, Town of Cleveland, Jackson County, WI. The request is to change 1.5 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 single-family home.

Town has no position.

A motion made by Alton Staff, to approve Zone Change Petition #2022-32 for Kevin and Deidra Bush, seconded by Adrian Swanson. Motion carried unanimously.

- **ZONE CHANGE PETITION #2022-33** as requested by Cory Klein, on property known as Lot 4 located in the SW1/4-NW1/4, Section 31, T19N, R6W, Town of North Bend, Jackson County, WI. The request is to change 1.5 acres of the official Zoning Map from the A-2 (Forestry and Limited Agriculture) District to the R-3(Residential-Cabin/Cottage) District for the construction of a cabin for recreation purposes.

A motion made by Alton Staff, to approve Zone Change Petition #2022-33 for Cory Klein based on Towns position, seconded by Ed Chamberlain. Motion Carried Unanimously. Received Town Position Form August 17 and town approved.

- **CONDITIONAL USE REQUEST #2022-34** as requested by Daniel Wubben, on property in the SW1/4-SE1/4, Section 2, T22N, R3W, Town of Komensky, Jackson County, WI. The request is to allow for filling and grading work within a shoreland area for filling and shaping banks.

Discussion was had due to what Mr. Wubben would like to do, he suggested adding a beach while completing the grading and filling he would like to do. Town approves the request to repair the shoreline on the property.

A motion made by Jerry Schmidt, to deny Conditional Use Request #2022-34 for grading and shaping within a shoreland area for Daniel Wubben. Failed due to lack of a second.

A motion made by Jerry Schmidt, to approve Conditional Use Request #2022-34 for grading and shaping, but deny bringing in sand to create a beach within 35 feet of the ordinary high-water line for Daniel Wubben, seconded by Adrian Swanson. Motion carried unanimously.

A motion made by Adrian Swanson to recess at 10:39AM. Public Hearing resumed at 10:44AM.

- **ZONE CHANGE PETITION #2022-35** as requested by Scott Bertrang, on property in the NW1/4-NW1/4, Section 1, T24N, R5W, Town of Cleveland, Jackson County, WI. The request is to change 4.00 acres of the Official Zoning Map from A-1 (Agriculture) District to the R-2 (Residential) District to change an old barn into a single-family home and zone existing residence to residential district.

No position taken by town.

A motion made by Alton Staff, to approve Zone Change Petition #2022-35 for Scott Bertrang, seconded by Adrian Swanson. Motion carried unanimously.

- **SUBDIVISION SKETCH PLAT PETITION #2022-36** as requested by James Nessler, on property known as Lot 4 of CSM 4116 located in the SW1/4-SE1/4, Section 9, T24N, R6W, Town of Garfield, Jackson County, WI. The request is for a review of a proposed 2-lot subdivision.

Town supports Plat Petition.

A motion made by Ed Chamberlain, to postpone Subdivision sketch Plat Petition #2022-36 until the September meeting as to get more information from Cody Brommerich, seconded by Adrian Swanson. Motion carried unanimously.

- **CONDITIONAL USE REQUEST #2022-37** as requested by Jason Romskog, on property known as lot 5 of CSM 4096 and Lot 1 of CSM 1931 located in the SE1/4-SW1/4, Section 36, T19N, R6W, Town of Melrose, Jackson County, WI. The request is to allow for hobbyist cars for personal use.

Town took no position.

A motion was made by Adrian Swanson, to postpone Conditional Use Request #2022-37 until September meeting as to get more information from the DNR, seconded by Jerry Schmidt. Motion carried unanimously.

A motion made by Ed Chamberlain, to adjourn the meeting, seconded by Adrian Swanson. Motion carried. Meeting adjourned at 11:22 AM.