

MINUTES
JACKSON COUNTY ZONING & LAND INFORMATION COMMITTEE
August 17, 2020

August 17, 2020: Committee Meeting and Public Hearings

Meeting called to order at 10:00 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 Cody Brommerich, County Surveyor; Terry Schmidt, Zoning Administrator; April Schoolcraft, Real Property Lister; Joe Pilkington, GIS and 911 Coordinator; and Beth Storlie, Administrative Assistant.

Experienced technical problems with the recording of the meeting, please note that recording is a partial representation of the meeting and public hearing.

A Motion by Alton Staff, to approve the minutes of July 20, 2020, seconded by Ed Chamberlain. Motion carried.

A Motion by Ed Chamberlain, to approve the vouchers for payment, seconded by Norm Stoker. Motion carried.

2021 BUDGET PROPOSALS:

- Terry Schmidt presented the 2021 budget proposals for the Recycling Department and Zoning Department. They meet the recommendations set forth by Executive/Finance Committee as a zero-based budget across the board. He added that the only exception is he requesting the replacement of the 1993 Chevrolet pick-up truck under the Capital Equipment line as this truck is non-operational and the cost of repairs is not cost effective being more than the vehicle is worth.

A Motion by Alton Staff, to approve the 2021 budget proposals for the Recycling and Zoning Departments as presented, seconded by Ed Chamberlain. Motion carried unanimously.

- Cody Brommerich presented the 2021 budget proposals for the Real Property Lister/GIS Department and County Surveyor. They meet the recommendations set forth by Executive/Finance Committee as a zero-based budget across the board.

A Motion by Ed Chamberlain, to approve the 2021 budget proposals for the Real Property Lister/GIS and County Surveyors Departments as presented, seconded by Alton Staff. Motion carried.

CSM EASEMENT REVIEW:

- Raymond Survey is completing a land division for Bernard Spurling off of S. Alma Center Rd. They are dividing the parcel into three lots and are proposing a 66-foot easement to allow access to the 1.51-acre parcel to serve the existing home.

A Motion by Norm Stoker, to approve a 66-foot easement for Bernard Spurling,

seconded by Ed Chamberlain. Motion carried.

SURVEYOR'S REPORT, Cody Brommerich:

- *PLSS Update: Field work is going very well thus far in Brockway. We have around 50 corners left to complete in the township, which will be our 2nd township completed this far. If all goes to plan, I would like to try and complete remonumentation in three townships this year. Government land corner certificates will be drafted and filed during the winter months.*
- *Parking Lot Survey: As previously mentioned, the County purchased a small piece of the parking lot by Fed Co-op building. I have submitted a preliminary survey to the City for review, and am on their Planning Commission agenda for their meeting on August 26th.*
- *WROC Update: We met with Zach Nienow, Project Manager with Ayres Associates, in late July, and he delivered countywide GeoTIFF tiles to us. We have spent significant time reviewing the aerial imagery, and will have feedback delivered back to Ayres by 08/18/2020. Following that, final product will be delivered to us sometime this fall. The new imagery looks fantastic.*

REAL PROPERTY LISTER REPORT, April Schoolcraft:

Accomplishments:

- *Updates regarding Assessment Rolls:
 - 22 municipalities have completed their Board of Review and I have filed the Statement of Assessment for all of those, still waiting for final changes from assessors for the other 5. Open Book & Board of Review for those are expected in late August.*
- *Still reviewing the parcel fabric from Pro-West & Associates.*
- *Completed the Local Redistricting Pilot Program hosted by Legislative Technology Services Bureau (LTSB), to get familiar with how redistricting for wards & supervisory districts should work. It's still a very confusing process.*
- *Assisted with the review of the Emergency Atlas and provided feedback to Mach IV. Also, worked with Scott Loveland of WDNR to record a few new HELP sites (Helicopter Established Location Points).*
- *Worked with Charlie Smith, Town of Alma Chairman, to talk with WisDOT to figure out right-of-way along the south side of STH 95 on the west side of Merrilan.*
- *Working with Zoning and IT and ADC (Applied Data Consultants) to fix our web mapping site in order to pull zoning permit data for the public to access. This has been established since 2005 or so, and the connection was recently broken during the County's last server upgrade.*

Future Trainings:

- *None planned*

Upcoming Plans:

- *Finish parcel fabric review for Pro-West contract*
- *Send out split letters for those splits which have been recorded so far this year.*
- *Continue maintaining parcels and record changes for the 2021 assessment roll.*
- *Continue to take phone calls & visits at the office window regarding property records, mostly from attorneys, owners, foresters, and realtors.*

Points of Interest:

- *Property Lister conference for September of 2020 in La Crosse is postponed until 2022, we will choose to have something similar to a virtual "Business Meeting" to cover immediate hot topics. The 2021 conference is planned for Door County.*

GIS/911 REPORT, Joe Pilkington:

- *Continuing to split out interstate overpasses, underpasses, and bridges so as to classify these features and allow for unique map symbolization for dispatch CAD mapping.*
- *Reviewing 2020 aerial imagery from Ayers & Associates.*
- *April reached out to Forestry and Parks regarding the naming and signing of park roads at Wazee. This is important for addressing structures within the park, such as the concession stand, etc.*
- *Received our free yearly MSAG and ALI extracts for 2020. I will use this data for data synchronization between the MSAG, ALI, and GIS.*
- *Updated the dispatch CAD and mapping to include one-way direction indicators and speed limits labels.*
- *Provided a large subset of our GIS data to GeoComm for the NextGen9-1-1 GIS Gap Analysis Project. Data Collection is being coordinated by GeoComm and NextGen9-1-1 Program Manager Jessica Jimenez, Office of Emergency Communications, WI Department of Military Affairs. The purpose of this project is to assess our GIS data for NG911 readiness and any potential data gaps.*
- *Improved Helicopter Landing Zones dataset to include Helicopter Established Landing Point (H.E.L.P.) sites along the ATV trails.*

- *Received bridge data from WisDOT HSI (Highway Structures Information System). I am using this data to update our bridge dataset for dispatch and create a new locator to geocode against this data.*
- *Still working with Scott Loveland to provide assistance with the State's Emergency Atlas Project for Jackson County.*

GIS Mapping Requests: *Village of Taylor - Parcel & Emergency 911 Maps.*

GIS Data Requests: *Addresses by Fire District for the Town of Curran.*

Future Trainings / Meetings: *None.*

ZONING REPORT, Terry Schmidt:

- WCCA Fall Conference in October has been postponed and rescheduled for spring.
- Liberty Tires increased their fees to \$275.00 per ton from \$220.00. We have one additional round-up scheduled for September 19th. Terry stated that we may need to revisit the pricing for tires following this round-up to ensure that we are not too far off on collection of fees. He thinks that the regular tires price is fairly accurate, but the large tractor-type tires are the issue as they are so heavy.
- Continuing to follow-up on complaints. These are mainly junk issues but we have received a few well water complaints. These have been directed to the WI-DNR as we do not enforce this area.
- First cycle of pumping citations went out. A total of 22 citations were issued.
- Still busy with fieldwork and it looks to continue into the fall.
- Wagler property. Gaylord Olson II and Terry met with Corporation Counsel to discuss the situation at this property. Mr. Wagler has no intention to make any changes or moving the animals out of the stream corridor. They discussed options to work with him to get the animals relocated with Kerry Sullivan-Flock. It will be very difficult to hire a third-party to remove the animals as the county is dealing with financial stress right now due to COVID-19 and we do not have funding for. It is something that can be reimbursed by placing special assessments back to the landowner but the township or county would have to cover initial expenses and then get reimbursed.
- Green Meadows property update. Sent another letter with the requirements that need to be met for property clean-up. Received a lengthy voice mail from Mr. Doerr where he detailed all his reasons for the condition of his property, which he feels he is in compliance with. Terry has not completed an onsite for quite a while but from reports the condition has not improved. He has placed a travel trailer onsite now as well, which is not in compliance as it has been located for greater than 25 days and is not registered. Terry has discussed this property with Corporation Counsel Kerry Sullivan-Flock and like the Wagler property, funding for third-party clean-up is not available at

this time.

- Ellenberger property. Went before the circuit court on August 7th. Ms. Ellenberger is requesting an extension of the time for the clean-up and that anyone who enters her property must be tested for COVID-19.

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.*

- **CONDITIONAL USE PERMIT PETITION # 2020-34** as requested by Zschroeder LLC, owner and Randy Schroeder, applicant on property located in the SW1/4-SW1/4, Section 34, T20N, R1W, Town of Knapp, Jackson County, WI. The request is to allow for a private campground to be developed within the R-2 (Residential) and B-2 (Outlying Business) Districts.

Township has supported the request with the stipulation that a solid or chain security barrier fence six feet tall be installed on three sides and have it be installed five feet back from the property lines and a survey be completed prior to fence installation.

Public comment was received for information. Terry stated that based on the size of the parcel and once you remove the area utilized for buildings that the maximum number of units could be 10-11. The petitioner stated that they would be below that number of sites.

A Motion by Alton Staff, to approve conditional use permit petition # 2020-34 for Zschroeder LLC with the stipulation that a solid barrier fence, a minimum of six feet high be installed five feet setback from the property line, that a survey is completed to determine the property lines and that all required state, county or local standards, permits or licenses are obtained with a copy being submitted to the Jackson County Zoning Department, seconded by Norm Stoker. Motion carried unanimously.

- **ZONE CHANGE PETITION # 2020-44** as requested by Ron & Mary Carney, owners and Lori Sykes, applicant on property known as Lot 1 of CSM 4226 located in the SE1/4-NW1/4, Section 16, T20N, R1W, Town of Knapp, Jackson County, WI. The request is to change 5.0 acres of the Official Zoning Map from the A-2 (Forestry and Limited Agriculture) District to the R-6 (Rural Residential) District for a single-family home and future location of animals.

Township took no position. Terry received one phone call from the property owner to the north about the number of animals and type that would be located on the site. Terry explained to her that this only impacts the R6 designated area as the remaining acreage in the forty is still in the A-2 (Forestry and Limited Agriculture) District, which would allow animals.

Gaylord Olson II shared his recommendations for approval and the standards from the Land Conservation Department. He has met with Ms. Sykes and discussed these with her. They are as follows:

- The site is limited to no more than forty (40) chickens, one goat and one donkey.
- No earthen feedlot areas can be created within the R-6 designated area.
- All State of Wisconsin and Jackson County environmental standards to prevent manure and soil runoff must be met and maintained.
- All livestock and animal fencing installation and its maintenance shall be the sole responsibility of the landowner of the parcel within the R-6 (Rural Residential) District.
- Livestock structures should be located over 100 feet from a property line.
- Manure can be composted on the site away from the adjacent residence. It may also be spread on fields of adjacent property owners that are designated agriculture.
- A reduction or elimination of the livestock and/or animals may be issued if the R-6 zoning map amendment conditions of approval are not met and maintained.

A Motion by Ed Chamberlain, to approve zone change petition # 2020-44 for Lori Sykes with the stipulation that all the requirements and standards from the Land Conservation Department are met, seconded by Norm Stoker. Motion carried unanimously.

- **CONDITIONAL USE PERMIT PETITION # 2020-45** as requested by Martin Nichols property known as Lot 2 of CSM 1503 located in the NE1/4-SW1/4, Section 3, T22N, R3W, Town of Adams, Jackson County, WI. The request is to allow for the short-term rental of the residential structure that is proposed at the site that is located within the R-1 (Residential) District.

The township opposed the request for a short-term rental. A letter of opposition was read into the minutes. Terry stated that the Town of Adams has had problems with this type of use recently especially when the landowners are located hours away and unable to respond immediately to complaints of noise, ATV traffic, etc. The petitioner stated that he did not meet with the township prior to the town board meeting.

A Motion by Norm Stoker, to deny conditional use permit petition # 2020-45 for Martin Nichols, seconded by Alton Staff. Motion carried 4 – 0.

- **CONDITIONAL USE PERMIT PETITION # 2020-46** as requested by Benjamin I. Hostetler on property known as Lot 3 of CSM 2948 located in the SE1/4-NW1/4, Section 31, T21N, R4W, Town of Albion, Jackson County, WI. The request is to allow for rural retailing, sawmilling and the packaging of firewood from the site located in the A-1 (Agriculture) District.

Township supports the request. Our office received a complaint about the operation of a sawmill out of the shed that was permitted and built a year ago. Mr. Hostetler is operating a sawmill as he prepares cut wood into firewood for sale.

A Motion by Ed Chamberlain, to approve conditional use permit petition # 2020-46 for

Benjamin I. Hostetler, seconded by Alton Staff. Motion carried unanimously.

- **CONDITIONAL USE PERMIT PETITION # 2020-47** as requested by Ruth Doeslaere, owner and Logan & Courtney Leske, applicants on property known as Lot 2 of CSM 2 located in the NW1/4-NW1/4, Section 29, T20N, R2W, Town of Millston, Jackson County, WI. The request is to allow for the short-term rental of the existing single family home that is located within the R-2 (Residential) District.

Township supports the request. Public comment received in opposition of the request. Neighbors were not informed when the township meeting was scheduled to register their opposition to the request.

A Motion by Alton Staff, to approve conditional use permit petition # 2020-47 for Logan and Courtney Leske with the stipulation that the required DHHS license is obtained and a copy provided to the Jackson County Zoning Department, seconded by Norm Stoker. Motion carried 3 -1 with Ed Chamberlain in opposition.

A Motion by Ed Chamberlain, to adjourn the meeting, seconded by Norm Stoker. Motion carried. Meeting adjourned at 11:45 a.m.