

MINUTES
JACKSON COUNTY ZONING & LAND INFORMATION COMMITTEE
December 15, 2011

December 15, 2011: Committee Meeting

Meeting Called To Order by Chairman Gary Olson at 8:00 a.m.

A Motion by Ray Ransom, to approve the November 10, 2011 minutes, seconded by Norm Stoker. Motion carried.

A Motion by Gaylord Olson, to approve the vouchers for payment, seconded by Jim Olson. Motion carried.

SURVEYOR'S REPORT - Tim Jeatran

- Working on some section corners in the Town of City Point around Saddle Mound Cranberry for upcoming timber sales. There are encroachment issues here as the owners have cut shooting lanes in the county forest and denying access to property that has had the hunting and fishing rights retained by the county.
- Worked on corners in Manchester for upcoming timber sales.
- Reviewed the progress map of corners for Bear Bluff with the committee. Started doing some the interior corners where there are encroachment issues.
- Doing a lot of corner maintenance for corners that were damaged by road construction.
- Norm Hurlburt has all the corner work done and set for Ellis Cranberry, he felt that the map should be drawn over the next several weeks as he will have more time during the holidays. Once completed, the map will be reviewed by several committees for final approval.
- WSLC Conference is set for January 25-27, 2012 at Kalahari in Wisconsin Dells. Tim earns the continuing ed credits for his license from attending this conference.
- WLIA Conference is set for February 15-17, 2012 in Stevens Point. Tim and Lauree both attend this conference, which covers numerous land information and GIS related subjects.
- Several months ago Tim mentioned the changes that the FCC is implementing, which requires him to upgrade his radio for the GPS equipment since they are moving to narrow band frequencies. This change over needs to be completed by the end of 2012. He has fund balance remaining this year that would cover the cost of the new radio, which is approximately \$2,400.00. He would like to purchase the radio at year end.

- After IT switched computers and anti-virus, Tim's survey software, which is 15 years old, didn't work properly. He is unable to print coordinate information, and must hand write the data when needed by him or other surveyors. He has been researching new software because to upgrade the existing software would be over \$6,000.00. He is considering purchasing Carlson Survey, which has IntelliCAD for a cost of \$1,595.00 and annual maintenance costs of \$160.00 per year.

A Motion by Jim Olson, to approve the purchase of Carlson Survey IntelliCAD software and a narrow band radio, seconded by Norm Stoker. Motion carried.

GIS TECHNICIAN'S REPORT - Lauree Kratcha

- Tax bills are printed and out.
- Starting to get the assessment workbooks ready, which includes maps, splits and any changes.
- E911 Atlas is almost complete, just finishing with the final edits.
- The software installation and upgrade of the Spillman software for mapping has begun. Spillman will be here for one week in February to address any questions that Lauree has. After this timeframe, she will have six to eight weeks to complete all corrections and edits to the mapping before the final installation of the software for dispatch.
- Friends of the Black River want to make more edits and changes to their maps for the signs that they are installing. Lauree has informed them that these are the final changes as she will no longer have the time available due to the Spillman conversion.
- The new plat book will be out in January. Tim and Lauree reviewed the final edits last week. ADC completed the book this go around and it will cost \$35.00.

ZONING REPORT - Terry Schmidt

- The floodplain maps with recommendations and corrections have been shipped to the DNR. He received an acknowledgment of the receipt. They will get back to us by the end of January on the proposed changes. Once finalized, the maps will go before the county board for approval as they are part of the Floodplain Ordinance.
- We sent a letter to all our recycling participating municipalities about a change that we are implementing beginning with the new year. Over the past year, we have been monitoring the weight of switch boxes and several municipalities have had extremely low weights (ex. 550 lbs in a 12 yard box). After contacting the site, we found that the boxes contained large volumes of corrugated cardboard. We are asking that the sites pull any large volumes of cardboard off to the side and we will pick it up for baling, once they are a large volume set aside. It is more cost effective for us to have Russell trailer the material for baling than paying for the more frequent switches.

- Received an email from the Wisconsin Lakes Association about new legislation regarding metallic mining and the state's desire to pull local control and streamline the permit process. It has the appearance of completing this for one or two specific firms and at all cost to the environment and Wisconsin. This legislation is on the fast track with only one public hearing being held last week in Milwaukee.
- Since Saturday, December 24th is a holiday for the county, we have closed the Recycling Center on that date. We will be open for regular business on December 28th and December 31st.
- Last week Kyle asked for lists of potential projects for the Ho-Chunk Nation funds. Terry reminded her of the continued support of the LiDAR photography fund that we had approved by county board earlier this year and requested funding for the Recycling Program to offset the grant reduction that continues by the state.
- The attorney for Taylor Frac called our office wondering about the status of the building permit for the operation. Terry stated that they have not completed any soils work for the septic system, no Sanitary or Land Use Permit has been applied for.
- Tax deed updates. Tim and Terry reviewed about 30-40 property files that are up for tax deed. There are several with potential problems with issues like filling in wetlands, junk issues, etc. Keep this in mind when dealing with these parcels.

PUBLIC HEARINGS

- **CONDITIONAL USE REQUEST # 2011-46** as requested by Ronald and Sandra Pelham on property known as Lot 18 of CSM 3049 located in the SE1/4-NW1/4, Section 31, T20N, R4W, Town of Irving, Jackson County, WI. The request is to allow for fill within the floodplain (floodway) in an attempt to gain dry land access to a residential property.

Township had no objection. A letter was read into the minutes and public comment received. Jon Sherman is representing the Pelham's at the hearing and presented several photos for review of the property and construction that was completed prior to approval and permit issuance. He added that the work was completed by A-1 Excavating, AJ Sims. They raised the driveway for dryland access, installed two-17" culverts to assist with drainage of floodwaters, rocked the ends of the culverts and seeded the side slopes.

Terry stated the Pelham's received written notification that an engineered study (Hydraulic and Hydrologic Analysis) needs to be completed that proves that the fill installed will not impact the flood flow or elevation 1/100th of a foot. If it does raise it, the fill must be removed or flood easements must be granted to all upland neighbors. We have not received this study, which must be calculated pre-fill and post-fill. Additional, he added that when a home is located within the floodway without dryland

access, the owners must receive written notice from all emergency agencies that they will not receive emergency services or response during a flood event. Bob Kostohryz, the former owner, obtained a variance for the construction of a limited use, the building permit for a limited use facility, recreational structure and obtained these written notices but now the home is being utilized as a full time residence.

Mark Stephenson, WI-DNR, stated that the DNR's position is that the Hydraulic and Hydrologic Analysis (H&H study) must be completed. Jackson County's ordinance is based on NR116 and the Federal Register regulates the DNR. These regulations require the H&H study and it is within a regulated floodway. Potentially anytime a violation of the Floodplain Ordinance occurs, it could impact the National Flood Insurance Program eligibility.

The committee commented that there isn't sufficient information available to base their decision upon. The study needs to be completed and a timeframe established to accomplish the study. Mr. Sherman requested six months to complete the study.

A Motion by Gaylord Olson, to postpone conditional use request # 2011-46 for Ronald and Sandra Pelham until the required Hydraulic and Hydrologic Analysis is completed and this must be accomplished no later than August 1, 2012, seconded by Norman Stoker. Motion carried.

- **CONDITIONAL USE REQUEST # 2011-47** as requested by Tim Erikson on property located in the SW1/4-SW1/4, Section 32, T20N, R4W, Town of Manchester, Jackson County, WI. The request is to allow for filling and grading in a shoreland area for a road and ford crossing over Wolf Creek.

Township supports the request. Terry visited the site on Tuesday on the recommendation of Dan Helsel, WI-DNR, as the county van would not be able to access the site. Mr. Helsel provided several photographs of the property for the committee review. An email from Mike Wenholz, WI-DNR was read into the minutes.

Terry added that the DNR permits have been submitted. Conditions to be considered of any approval are as follows: the existing road cut banks need to be sloped at the required 2:1 ratio or 45° angle, the existing soil piles are leveled and equally distributed, a erosion control wall needs to be created on the south side of the road cut along the north side of the creek to prevent sedimentation and recommend utilizing logs for the wall, seeding of the shaped road cuts and establish a timeline for the completion of the work.

A Motion by Jim Olson, to approve conditional use request # 2011-47 for Tim Erikson with the stipulations that all after-the-fact permits are obtained, the banks are shaped or sloped to meet the 2:1 ratio or 45°, the soil piles are leveled equally, an erosion control wall of natural material is installed along the creek, seeding of the shaped road and this must be completed no later than August 1, 2012, seconded by Ray Ransom. Motion carried.

- **ZONE CHANGE PETITION # 2011-48** as requested by Gary and Ann Hockerman, owners and Jack Akers, Secluded Land Company, agent on property located in parts of the NE1/4-SE1/4, NW1/4-SE1/4 and SW1/4-SE1/4, Section 19, T21N, R3W, Town of Adams, Jackson County, WI. The request is to change approximate 65 acres of the Official Zoning Map from the A-2 (Forestry and Limited Agriculture) District to the R-2 (Residential) District to allow for single family home sites.

Township supports the request. Public comment received for questions only.

A Motion by Gaylord Olson, to approve zone change petition # 2011-48 for Gary and Ann Hockerman, seconded by Jim Olson. Motion carried.

- **SUBDIVISION SKETCH PLAT # 2011-49** as requested by Gary and Ann Hockerman, owners and Jack Akers, Secluded Land Company, agent on property located in parts of the NE1/4-SE1/4, NW1/4-SE1/4 and SW1/4-SE1/4, Section 19, T21N, R3W, Town of Adams, Jackson County, WI. The request is to parcel off 13 to 14 lots for a single family home subdivision.

Township supports the request. The committee reviewed the initial layout of 13 lots. Randy Anderson, Jackson County Highway Commissioner, emailed that the road access to Cty Rd E will be going before the Highway Committee next month. Preliminary wetland delineation has been done with pockets located on lots 9, 10, 11 and 13. The subdivision would be impacted by the Zoning and Shoreland Ordinances. Terry recommended that when the surveyor is out doing his fieldwork for the lot surveys, they should flag and lathe the 75 foot setback along Hall Creek. The committee discussed the road installation and dedication and recommended that a road agreement be developed for the installation of the town road.

A Motion by Ray Ransom, to approve subdivision sketch plat # 2011-49 for Gary and Ann Hockerman, and Secluded Land Company with the stipulation that a town road access and installation agreement for the development is created, seconded by Norm Stoker. Motion carried.

A Motion by Gaylord Olson, to adjourn the meeting, seconded by Jim Olson. Motion carried. Meeting adjourned at 12:00 p.m.