

MINUTES
JACKSON COUNTY ZONING & LAND INFORMATION COMMITTEE
December 16, 2019

December 16, 2019: Committee Site Visits, Committee Meeting and Public Hearings

Meeting called to order at 8:30 a.m. by Chairman Hoyt Strandberg, the Site Visits commenced with the public hearing and committee meeting to follow. Committee members in attendance are Hoyt Strandberg, Ed Chamberlain, Alton Staff, Isaiah Funmaker, and Norm Stoker. Others present were Ethan Remus, County Surveyor; April Schoolcraft, Real Property Lister; Joe Pilkington, GIS and 911 Coordinator; Terry Schmidt, Zoning Administrator; and Beth Storlie, Administrative Assistant.

A Motion by Alton Staff, to approve the minutes of November 18, 2019 with two corrections, seconded by Ed Chamberlain. Motion carried.

A Motion by Ed Chamberlain, to approve the vouchers for payment, seconded by Alton Staff. Motion carried.

CSM EASEMENT REVIEW:

- Norm Hurlburt is completing a survey for Daniel Borntreger that creates four lots. Lot 4 is not fronted on a township road and he is proposing a 66-foot easement that travels along the south property line of Lot 3 out to Larkin Road.

A Motion by Alton Staff, to approve a 66-foot easement for Daniel Borntreger, seconded by Isaiah Funmaker. Motion carried.

LAND INFORMATION DEPARTMENT POLICY FOR ACREAGE UPDATES IN TAX ROLL:

- Ethan Remus stated that four townships are completed with the parcel fabric mapping, which ties the PLSS monumentation data, deeds and surveys together into a cohesive parcel map that is much more accurate than in the past due to all the new technology. He requested that the committee formulate a policy on how to adopt the new data into the tax roll as acreage amounts may change. April and Ethan have been discussing this and recommend adopting the parcel fabric acreage at the time of a re-evaluation of these completed townships.

Ethan added that historically since the original survey of Jackson County, a forty has been assumed to be a full forty, unless a survey has been completed within the forty to determine the true acreage. With this new technology and the monumentation work that has been completed, the acreage will change in some cases. This will be a slow process, probably taking ten years to complete.

In the 2020 tax season, there are two townships that are doing the re-evaluation, they are Cleveland and Garden Valley. April has been talking with the assessors that are involved about the proposed process. When working through the re-evaluation

process, all landowners will receive a notice of the evaluation change. This is the perfect time to adjust acreage to meet the parcel fabric as they will have changes in values. Both Ethan and April feel that these acreage corrections will make the taxation more equal and fair as it represents the most accurate acreage based on the best technology and information available to date. Landowners would be able to dispute the acreage amounts by having individual surveys performed of their parcels. With all the monumentation completed, this will make private surveying much easier and affordable.

Ethan and April questioned if they should attend a township meeting like the open book or a Towns Association meeting to help answer questions? The committee recommends moving forward with the acreage corrections as presented during the re-evaluation process.

REQUEST TO WAIVE LIDAR FEES:

- Paul Gardner, Archaeological Conservancy, is requesting to obtain (4) LiDAR tiles around the Silver Mound area near Alma Center. He wants to use the data to look for quarry pits that were done hundreds of years ago, by the Native Americans that traveled here from all over the Midwest. It has been a noted historical area for many years.

He has been communicating with April via email for over a year regarding LiDAR data. She shared with him the cost per tile, which is \$250.00 per tile. He is requesting the fees be waived. He provided a synopsis of who he is and how he wants to use the data stating that the long-term goal is to develop walking trails around Silver Mound for archaeological enthusiasts. The committee discussed the proposal and the policy for fees regarding this type of data. Unlike many other counties, Jackson County did not acquire this data through the State's grant programs but it was purchased through county funds.

A Motion by Ed Chamberlain, to deny the request by Paul Gardner, Archaeological Conservancy, to waive the fees for LiDAR data, seconded by Isaiah Funmaker. Motion carried 4 -1 with Hoyt Strandberg in opposition.

SURVEYOR'S REPORT, see report:

- *Parcel Fabric contract update: Garfield, Cleveland, Northfield and Garden Valley are complete. Prowest is working on Alma and is about to start in Curran. Conference call scheduled for next Tuesday.*
- *PLSS Maintenance update: T22N-R4W has been completed. We recently finished T21N-R6W. We are done with the corner maintenance project for the year. We have completed several blue lines surveys for the forestry department and will continue to work on more of those over the coming weeks as weather allows. Wrapping up another highly productive season of field work and transitioning into the mapping season.*

- *2020 WROC update: Ayres Associates has reached out to ask if we would be willing to do the ground control survey work for the upcoming flight. Tim had done this work prior to the 2015 flight, so I plan on doing it for the 2020 flight. This includes creating several control points spread out throughout the county that are visible from the air, so the county mosaic image can be scaled and rotated to fit the County coordinate system.*
- *WLIP Grant update: The 2020 grant application has been completed and was submitted to the DOA last Friday. We are eligible for three grants in 2020. \$1,000 training and education, \$40,000 strategic initiative, and \$68,376 base budget. I plan to use these funds to pay salary and perform parcel mapping projects in 2020.*
- *DOA LiDAR request update: Nothing new to report.*
- *Chapter 6 revisions update: The ordinance revisions and resolution was approved by the Exec & Finance committee last Monday and are on the agenda for County Board tonight.*
- *NGS Update: The WSRS 2022 task force has been in communication with NGS, attempting to get NGS to adopt our current WISCRS projections. The next meeting is scheduled to take place during the annual surveyor's institute in the Dells at the end of January.*
- *We were invited to give a presentation at the High School. Cody and April went last Tuesday for about 1.5 hours and talked to Mr. Markhardt's Environmental Management class about surveying and GIS.*

REAL PROPERTY LISTER REPORT, see report:

Accomplishments:

- *Assessment Roll update: all taxes have been calculated and bills were printed from Nov.21 – Dec 11th.*
- *Sent XML file to WI DOR.*
- *Reviewed Garden Valley's draft of the parcel fabric & sent feedback to Pro-West.*
- *Continued to process splits & changes for the 2020 assessment roll.*

Future Trainings:

- *WLIA in February*

Upcoming Plans:

- *Fielding phone calls from property owners regarding split tax bills.*
- *Continue to prepare the 2020 parcel records, especially with changes we've made within the 4 Townships by adopting parcel fabric.*
- *Assist with reviewing the parcel fabric & help Prowest with any questions they may have regarding the project.*
- *Prepare binders for assessors to contain the work rolls by February.*

Points of Interest:

- *None*

GIS/911 REPORT, see report:

- *Still working to update and improve some of the GIS data that had previously been used to create the Emergency Atlas Map Books. We will be providing Joel Ehrfurth of Mach IV Engineering & Surveying with data required to produce the new Emergency Atlas Books. We will get that data out to Joel by the first of the year.*
- *Corrected an error for Jackson County Dispatch which was preventing ATV trail mile markers from validating in their Computer Aided Dispatch (CAD) software.*
- *Developed ISO-compliant metadata for the multi-unit structure address points dataset.*
- *Ran an analysis of structure address points which do not intersect a building footprint polygon. This has identified both unplaced structure points and/or missing building footprints. The results from this analysis are being used to improve the completeness and accuracy of both datasets.*
- *The Real Property Lister / GIS Specialist and myself finished our review of the Town of Garden Valley for the parcel fabric project with Prowest and Associates. There were very few errors and we are pleased with the results.*
- *Processed several Rural Address Applications this month.*

GIS Mapping Requests: *None.*

GIS Data Requests: *None.*

Future Trainings / Meetings: *WLIA 2020 Annual Conference at the Marriott Madison West, in Middleton, Wisconsin, February 19-21, 2020.*

DISCUSSION OF PROPERTY CLEAN-UP OF PARCEL # 042-0104.0005 OWNED BY STEPHEN DOERR:

- The agenda was sent to Mr. Doerr, but it went unclaimed. Terry Schmidt, Zoning Administrator said that he has never done this before wanting to move forward with a third-party clean-up of privately owned property that is current with property tax payments. He added it's time for us to take action on the clean-up as the property condition has not changed since the initial fire many years ago.

He stated that he would like to utilize our department's excess revenues or ATC funds for the initial clean up expenses and then Mr. Doerr, as property owner, would be billed as a special assessment for these expenses to reimburse Jackson County's clean-up costs. Terry added that the Town of Springfield discussed the property at one of their town board meetings and has no interest in any financial involvement for the clean-up efforts putting the burden on Jackson County to cover them.

It is an eyesore on the county line and our department continues to receive complaints about the conditional of the property with no action being done by the landowner. The problem is when you have a blithe property such as this that is very visible, it fosters more problems similar to it within the township. Several others properties in that area have been shared with him that are becoming problems in their own right.

Unfortunately, the Zoning Department does not have condemnation authority under state statute. Those powers are granted to the township through their Building Inspector and the Public Health Department. Terry is looking for a recommendation from the committee on how to proceed. He has not reached out to Corporation Counsel on what would need to be done to move forward, at this point.

The committee recommended pursuing the clean-up and updating them on the status at upcoming meetings.

ZONING REPORT:

- Following last month's meeting, Terry removed the metals box that had been located down at the Recycling Center. The metals market has crashed as well. After only receiving \$4.25 for a full container after shipping costs, it's not cost effective at this time for it to remain. Terry checked with Highway 12 Recycling after receiving information about their facility being closed. They are under new management and due to the staff working elsewhere during the week, their facility is only open on weekends. They stated that they are accepting scrap metals.
- Midwest Recycling has disbanded after their November board meeting. We will need to broker the shipments of office paper, cardboard and aluminum ourselves.
- Recycling Funding Resolution will be moving forward to the County Board this evening. Terry will be in attendance.
- Beth attended court this morning as the final round of pumping citations where in court. 18 default judgments were entered, all other action was dismissed because proof of compliance was received.

PUBLIC HEARINGS:

- **ZONE CHANGE PETITION # 2019-50** as requested by David Hoffman, owner and Sabreya Crawford, applicant on property located in the NW1/4-NE1/4, Section 31, T22N, R4W, Town of Adams, 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 to allow for a single-family home and possibly some livestock, horses, fowl, etc.

Township supports the request. Since last month's meeting, Gaylord Olson II was able to meet with the petitioners. Additionally, we found out that more acreage is being

purchased by the Crawford's than initially thought. The total acreage is approximately 73 acres. Based on this, Terry recommends amending the request from the requested R-6 (Rural Residential) District to 1.5 acres being changed into the R-2 (Residential) District since there will sufficient acreage that will remain in the A-2 (Forestry and Limited Agriculture) District.

Gaylord Olson II added that this will be less restrictive for their use of the property.

A Motion by Ed Chamberlain, to approve zone change petition # 2019-50 for Sabreya Crawford with the amendment of the request to 1.5 acres being changed to the R-2 (Residential) District, seconded by Norm Stoker. Motion carried 5 – 0.

- **ZONE CHANGE PETITION # 2019-54** as requested by Faron Lloyd, owner and David Lloyd, applicant on property known as Lot 1 of CSM 2222 located in the NW1/4-SW1/4, Section 4, T19N, R5W, Town of Melrose, Jackson County, WI. The request is to change 4.76 acres of the Official Zoning Map from the R-2 (Residential) District to the B-2 (Outlying Business) District to allow for ag lime trucks and excavating equipment at the site.

Township opposed the request as no one representing the request attended their town board meeting and questions about minimum setbacks or buffers from Cut Off Rd.

Public comment was received in opposition to the request due to it being an eyesore and the overall condition of the property. Petitioner was not present and requested the item be postponed until next month so they can attend the town board meeting.

A Motion by Alton Staff, to table zone change petition # 2019-54 for Faron Lloyd, seconded by Isaiah Funmaker. Motion carried unanimously.

- **CONDITIONAL USE PERMIT PETITION # 2019-55** as requested by the Town of Manchester on property known as Lot 4 of CSM 3242 located in the NE1/4-NE1/4, Section 35, T20N, R4W, Town of Manchester, Jackson County, WI. The request is to allow for the construction of a new town hall and shop within the A-1 (Agriculture) District.

Township supports the request. Kyle Deno, Town Treasurer was present representing the request. She stated that they have let out their bids for the structure and plan on starting construction early spring with the hope of being in the building by late summer to early fall.

A Motion by Ed Chamberlain, to approve conditional use permit petition # 2019-55 for the Town of Manchester, seconded by Alton Staff. Motion carried unanimously.

A Motion by Norm Stoker, to adjourn the meeting, seconded by Ed Chamberlain. Motion carried. Meeting adjourned at 11:15 a.m.