

MINUTES
JACKSON COUNTY ZONING & LAND INFORMATION COMMITTEE
December 20, 2021

December 20, 2021: **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, Norm Stoker, Ed Chamberlain and Alton Staff. Others present were Cody Brommerich, County Surveyor; April Schoolcraft, Real Property Lister; Joe Pilkington, GIS Coordinator; Jason Gazdecki, Zoning Administrator; and Beth Storlie, Zoning Assistant.

Next Meeting Dates: **Monday, January 10, 2022 at 1:00 p.m.**

A Motion by Alton Staff, to approve the November 29, 2021 minutes as presented, seconded by Ed Chamberlain. Motion carried.

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

CSM EASEMENT REVIEW:

- Horton Surveying is completing a certified survey map for Thomas Woodworth, where he is separating out a five acre parcel from the forty and would like to configure it as a flag lot. Soils are poor for agriculture in this proposed parcel and he wants to conserve as much of the quality land as possible.

A Motion by Alton Staff, to approve a flag lot for Thomas Woodworth, seconded by Ed Chamberlain. Motion carried unanimously.

SURVEYOR'S REPORT. Cody Brommerich:

- *Drafting Government Land Corner Certificates from completed PLSS corners.*
- *We are continuing remonumentation efforts in the Town of Franklin.*
- *We completed several PLSS corner requests from private land surveyors for their upcoming private surveys.*
- *I have completed 39 static GPS observations in preparation for the modernized National Spatial Reference System. This control survey consists of gathering accurate and precise GPS data on Bench Marks throughout the County including HARN stations, HMOD (Height Modernization Stations), NGS stations, and many more. This data is crucial for the 2022 Transformation Tool, which will enable conversions from current vertical datums to the North American-Pacific Geopotential Datum of 2022 (NAPGD2022) and will be integrated into the NGS Coordinate Conversion and Transformation Tool (NCAT). Each station occupied must be*

observed with GPS for a minimum of 4 hours. This is a very important project for the County, and will continue through the end of the year. The deadline to complete and submit all static observation data to NGS (National Geodetic Survey) is December 31, 2021.

- *We have completed the Jackson County Land Information Plan for 2022-2024. The finalized version was submitted to DOA and approved.*
- *I submitted our finalized 2022 Wisconsin Land Information Program (WLIP) grant application, and was approved by the state.*
- *2022 Countywide LiDAR Acquisition Project Update.*
- *We hosted the 2023 WROC meeting with Ayres Associates along with several other counties including Jackson, Trempealeau, Buffalo, La Crosse, Clark, Pepin, Dunn, Eau Claire, and Monroe. Preliminary discussions were held regarding the 2023 ortho flight including preliminary pricing, participation, and flight options.*
- *The bid package for our new survey truck was sent out to several dealerships on December 16th. The deadline to respond is February 4, 2022. Bid opening will take place at our February 21, 2022 committee meeting.*

Future Trainings / Meetings:

REAL PROPERTY LISTER REPORT. April Schoolcraft:

Accomplishments:

- *Continued preparing the assessment workbooks (assessment roll records for the beginning of the year) for assessors.*
 - *All tax bills have been successfully calculated and printed.*

Future Trainings/Meetings:

- *Annual WLIA Conference in February at Elkhart Lake.*

Upcoming Plans:

- *Splits, preparing for the spring assessment rolls for the new year.*
- *Continue fielding phone calls and servicing our office window for the public. Most calls right now are regarding the tax bills.*

Points of Interest:

None

GIS/911 REPORT, Joe Pilkington:

1. Completed migration of our existing ArcGIS deployments to a new replacement server machine. The County GIS software and data is fully operational on the new server. Land Conservation map services and applications still need to be carried over to the new server by ProWest and Associates. Land Information will also require assistance from ProWest to transfer the Parcel Fabric Publishing Script to the new server as well as reinstall & setup through the Windows Task Scheduler. All geoprocessing models and scripts (including those for 911) have been updated to pull data from the new server machine.
2. Updated the boundaries of Postal Code (Zip Code) dataset for southwest Jackson County, including: Melrose (54642), Mindoro (54644), Ettrick (54627), Blair (54616), and Taylor (54659). Northwest Jackson County is to follow.
3. Beginning preparations for Version 8 of the Statewide Parcel Map Database Project. Submission documentation and Tool and Templates have been received from the State.
4. The Jackson County Addressing Services Agreement has been signed and accepted by the Villages of Taylor, Hixton, Alma Center, and Merrilan. The Village of Melrose was unable to get the matter added to the December Agenda, however, the matter is now up for discussion and consideration for their January meeting. The City of Black River Falls is continuing to review the agreement and plans to recommend minor changes to the satisfaction of both parties.
5. Continuing to process address applications as received, perform regular data updates to Wgxtreme webmap, and updates to Spillman GeoValidation.

GIS Mapping Requests: None

GIS Data Requests: Gremmer & Associates inquired about our LiDAR contour data. The Black River Falls Fire Chief requested a spreadsheet listing of all addresses within the Black River Falls Fire District.

Past and Future Trainings / Meetings: Received Certificate of Educational Achievement for successful completion of the National Emergency Number Association course, "Addressing for NG9-1-1", on December 03, 2021.

ZONING REPORT, Jason Gazdecki:

- Took delivery of the 2021 Dodge Durango on Friday.
- We are dealing with a staffing issue at the Recycling Center as one of the staff is hospitalized and will be unavailable for an undetermined amount of time. Reached out to all the municipalities for their assistance during this time regarding cardboard pick-up

and requested they help with bringing the material to the Recycling Center.

- Jason discussed the loading dock and its failing. Only one of the three bays is operational and the hinge for the ramp is failing as well. His recommendation is to obtain bids for rebuilding the loading dock including all concrete and steel work. Discussion occurred about the past history and that this problem has been getting worse for almost three to four years. Part of the reason that it has not been corrected is due to the County's uncertainty about the Highway Department campus, former Federation Cooperative property and how these facilities will be utilized in the future.

A Motion by Ed Chamberlain, to approve moving forward to obtain bids for the replacement of the loading dock including all concrete and steel work required, seconded by Norm Stoker. Motion carried unanimously.

- Appliance Round-Up will be held the last Saturday of April. We are having staffing issues with the round-up and Jason reached out to Sheriff Waldera on huber work potential with inmates for this collection. The Sheriff will be discussing it more in detail with Jason.
- A question arose on the status of the daily fine assessments with the pumping maintenance program. Jason stated that most have been resolved but there are one or two to follow-up on.
- 4th cycle of pumping citations will be addressed by the circuit court on Tuesday, December 28th.
- Discussion of the on-going junk issues occurred. Follow-up is needed for the property off of Lambert Rd that has junk vehicle concerns.

The committee took a ten minute recess at 9:20 prior to beginning the public hearings.

PUBLIC HEARINGS: *Due to the COVID-19, the Zoning and Land Information Committee waived the petitioner requirement to be in attendance in person at this month's public hearing. The committee encouraged the petitioners to participate by teleconference or video conferencing in lieu of attending in person. Virtual site visits were reviewed.*

NEW BUSINESS:

- **CONDITIONAL USE PERMIT PETITION # 2021-55** as requested by Cody & Cynthia Johnson on property known as Lot 38 of Cardinal Lane Assessors Plat located in the SE1/4-NW1/4, Section 3, T22N, R3W, Town of Adams, Jackson County, WI. The request is to allow for the operation of a short-term vacation rental within the R-1 (Residential) District.

Petitioners were present. Township opposed the request. Public comment was received

in opposition. A letter of opposition was read into the minutes.

Mr. and Mrs. Johnson purchased the property in October 2021 and would like to utilize it as a short-term vacation rental. The previous owners attempted to be granted a conditional use permit for the operation of a short-term vacation rental and were denied. Comments were received that the previous owners operated without the appropriate conditional use permit approval and license for a number of years and that the new owners are operating it as such as well.

A Motion by Ed Chamberlain, to deny conditional use permit petition # 2021-55 for Cody & Cynthia Johnson, seconded by Norm Stoker. Motion carried 3 – 1 with Alton Staff in opposition.

- **CONDITIONAL USE PERMIT PETITION # 2021-56** as requested by Third Rock Properties LLC, owners and Justin Lechtenberg, applicant on property located in the NE1/4-SW1/4, Section 18, T22N, R3W, Town of Adams, Jackson County, WI. The request is to allow filling and grading work within a shoreland area to create usable green space.

Petitioner participated via Zoom. Township supports the request. Mr. Lechtenberg stated that they did fill and grading work around the cabin. It has been seeded, straw mulched, leveled off with silt fencing. It's approximately ¼ acre of land that has been disturbed. A WI-DNR permit is not required based on the size of disturbance.

A Motion by Norm Stoker, to approve conditional use permit petition # 2021-56 for Third Rock Properties LLC, seconded by Alton Staff. Motion carried unanimously.

- **ZONE CHANGE PETITION # 2021-57** as requested by Steven Gilbertson on property known as Lot 1 of CSM 4371 located in the SW1/4-SW1/4, and the SE1/4-SW1/4, Section 3, T19N, R5W, Town of Melrose, Jackson County, WI. The request is to change 1.5 acres of the Official Zoning Map from the A-1 (Agricultural) District to the R-3 (Cabin/Cottage) District for the existing cabin.

Petitioner was present. Township supports the request. The petitioner is bringing the property into compliance with the ordinance requirements.

A Motion by Alton Staff, to approve zone change petition # 2021-57 for Steven Gilbertson, seconded by Ed Chamberlain. Motion carried 4 – 0.

- **ZONE CHANGE PETITION # 2021-58** as requested by Larry Leer, owner and Briar Guenther, applicant on property located in the NW1/4-NE1/4, Section 21, T21N, R6W, Town of Springfield, Jackson County, Wisconsin. 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 the construction of a single-family home and placement of animals in the future.

Petitioner was present. Township supports the request. Gaylord Olson II shared his recommendations for approval with the committee, see attached report.

Mr. Guenther explained that he would like to build a single-family home and maybe five or six years down the road, they would introduce animals to the site as 4H or fair projects for his children.

A Motion by Ed Chamberlain, to approve zone change petition # 2021-58 for Larry Leer, seconded by Norm Stoker.

A Motion by Ed Chamberlain, to amend the approval of zone change petition # 2021-58 for Larry Leer with the stipulation that all Land Conservation Department standards and recommendations must be met, seconded by Norm Stoker. Motion carried unanimously.

- **ZONE CHANGE PETITION # 2021-59** as requested by Alan and James Ideker, owners property located in the NW1/4-SE1/4, Section 21, T21N, R6W, Town of Springfield, Jackson County, Wisconsin. The request is to change 1.5 acres of the Official Zoning Map from the A-1 (Agriculture) District to the R-2 (Residential) District for the construction of a single-family home.

Petitioner was present. Township supports the request. Mr. Ideker stated that he and his brother own the dairy operation and the home will be where he resides with his wife. They wanted the home to be separated from the farm operation for ownership purposes and had a survey completed creating a separate parcel.

A Motion by Alton Staff, to approve zone change petition # 2021-59 for Alan Ideker, seconded by Ed Chamberlain. Motion carried unanimously.

- **CONDITIONAL USE PERMIT PETITION # 2021-60** as requested by Northern Natural Gas Co, Kelly Henry applicant on properties located in the SW1/4-SW1/4, SE1/4-SW1/4, and SE1/4-SE1/4, Section 7, in the SW1/4-SW1/4, and SE1/4-SW1/4, Section 8, in the SW1/4-SW1/4, SE1/4-SW1/4 and SW1/4-SE1/4, Section 9, and in the NW1/4-SW1/4, and SW1/4-SW1/4, Section 10, all in T21N, R4W, Town of Adams, Jackson County, Wisconsin. The request is to allow filling and grading work within shoreland areas of Kenyon Creek, Hoffman Creek and Town Creek.

Petitioners participated via Zoom. Township supports the request. Ms. Henry explained that this is a mitigation project for the alternating current (AC) of the natural gas pipeline already installed. They are adding grounding wire along the pipeline and installing (13) test stations for monitoring purposes.

Public comment was received for information on the test stations. Jason Gazdecki questioned the partially exposed pipeline that is in stream on part of Town Creek. Additionally, he inquired about the WI-DNR permits and their status. Ms. Lindsay Tesler

stated that the WI-DNR Wetland and Waterway Permit has been issued, see Appendix C. She added that the Stormwater Permit has been issued as well and it is part of Appendix D. Test stations will be monitored annually. Ms. Tesler will email the approved permits to Jackson County Zoning.

A Motion by Alton Staff, to approve conditional use permit petition # 2021-60 for Northern Natural Gas Co., seconded by Hoyt Strandberg. Motion carried 4 - 0.

A Motion by Norm Stoker, to adjourn the meeting, seconded by Ed Chamberlain. Motion carried. Meeting adjourned at 10:30 a.m.