

MINUTES
JACKSON COUNTY ZONING & LAND INFORMATION COMMITTEE
July 11 & 12, 2012

July 11, 2012: Committee Site Visits

Meeting called to order by Chairman Gaylord Olson at 8:00 a.m., the Site Visits followed.

July 12, 2012: Committee Meeting and Public Hearings

Meeting called to order by Chairman Gaylord Olson at 9:00 a.m. Committee members in attendance are Gaylord Olson, Ray Ransom, Margaret Rewald, John Chrest and Norm Stoker. Others present were Tim Jeatran, County Surveyor; Lauree Kratcha, GIS Technician; Dustin McCune, Zoning Technician and Beth Storlie, Administrative Assistant.

A Motion by Ray Ransom, to approve the June 14, 2012 minutes, seconded by Marge Rewald. Motion carried.

A Motion by Norm Stoker, to approve the vouchers for payment, seconded by Ray Ransom. Motion carried.

CSM REVIEW:

- Dallas Wilhite is completing a survey for Stanley Paulson, who's dividing a parcel off for his son. They are proposing a 66 foot easement to serve this new parcel. It will travel along an existing driveway.

A Motion by Marge Rewald, to approve a 66 foot easement for Stanley Paulson, seconded by John Chrest. Motion carried.

FINAL PLAT REVIEW – Clear Water Dells, Secluded Land Company

- Jack Akers, Secluded Land Company, was present to discuss the status of the final plat for Clear Water Dells. At last month's meeting, the committee approved the plat contingent on receiving just compensation in the amount of \$2,500.00 for eliminating the public access requirement on the plat.

Ray Ransom feels that there is a need to receive just compensation for these types of cases where provisions of the ordinance are waived. Terry Schmidt contacted Corporation Counsel for their legal opinion if this is allowable under the current ordinance language, but no opinion was available by the time of the meeting. The committee is requesting a written opinion on this matter by their August meeting. Chairman Gaylord Olson will work with Terry to draft a letter requesting this information.

A Motion by Ray Ransom, to postpone a decision on the final plat for Clear Water Dells

until Corporation Counsel's opinion is reviewed, seconded by John Chrest. Motion carried.

A Motion by Ray Ransom, to adjourn to closed session pursuant to s. 19.85 (1) (c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, seconded by Norm Stoker. Rewald – yes, Chrest – yes, Stoker – yes, Ransom – yes, Olson – yes, motion carried.

The committee adjourned to closed session at 9:25 a.m.

Returning to open session at approximately 9:30 a.m.

A Motion by John Chrest, to return to open session at 9:50 a.m., seconded by Marge Rewald. Motion carried.

A Motion by John Chrest, to approve the elevation for Lauree Kratcha as presented, seconded by Marge Rewald. Motion carried.

SURVEYOR'S REPORT – Tim Jeatran, see report.

- Tim and Ralph have been working on reestablishing the section corners in Section 5 of the Town of Franklin, they hope to finish this week. They need to move on to a different project for Forestry and Parks Department east of Wazee Park.
- When the weather is too hot, Tim has been busy drawing tie sheets.
- Received notice that the 2012 Base Budget Grant was approved by the DOA for the amount of approximately \$24,000.00. These funds will be used for the Register of Deeds indexing project.
- DOT has their CORS stations up and running. Surveyors, farmers, and others can begin to utilize them.

GIS TECHNICIAN'S REPORT – Lauree Kratcha.

- 2/3 of rolls are in. Six are out yet, but all but one are revals. Lauree is waiting on Manchester; they have a new assessor who's having difficulty with the records from the previous assessor.
- The Real Property Lister's Conference is set for Door County in September. Lauree is the President and will be responsible for running the conference.
- Working on the back logged splits as time allows.

- Melrose Mill Pond issues are back. Last week, Kyle asked Lauree to review the legal descriptions for the parcels that the county took on tax deed as they would be going before the Judge for judgments. The descriptions were wrong, they didn't close. Kyle notified the Judge of the errors and that he should not sign the orders with the wrong descriptions. He said that's not his problem. Lauree spoke with the attorneys involved and they will fix the errors.
- The Treasurer has sent out the 2nd notices and due to the lack of support staff, she will not have extra help during tax collection. Lauree will help out as her work load and time allow.
- E911 Atlas is finished and the disc has been given to John Ross for printing.
- Spillman update. Lauree has a ton of edits and corrections to complete on the system. She has been talking with the Sheriff about attending training in Utah for the GIS module. This would be in early September. He has verbally agreed to cover the cost of registration and she would cover the air fare/accommodations. She has funding available in her training line.

A Motion by Ray Ransom, to approve Lauree Kratcha attending Spillman training in Utah and utilizing budgeted funds for the flight and accommodation expenses, seconded by Norm Stoker. Motion carried.

- Discussed the wage study and Lauree's job description. It currently does not reflect any language for the real property listing portion of her responsibilities. This will be discussed further.

ZONING REPORT – Terry Schmidt was unable to attend the meeting, his report was read into the minutes by Dustin McCune.

- The draft of the Floodplain Ordinance was submitted to the WI-DNR and FEMA for review. The DNR approved the draft and we will be proceeding to the public hearing phase in August and moving on to County Board in September. Approval is required prior to September 26, 2012; the new FIRM maps will become official on that date.
- Discussed the illegal dumping of computer and TV plastics at the Recycling Center. Terry is working with Tim Nichols from the Sheriff's Department and plans on utilizing one of their surveillance cameras with the hope of determining who is doing this dumping of material.
- Discussed the proposed fee increases for the non-metallic mining conditional use and final plat review. Terry recommends increasing the conditional use hearing fees for any non-metallic mining request to the following:
 - 0 to 10 acres would remain at the current \$200.00 fee
 - 10+ to 100 acres would increase to \$400.00

- 100+ acres would increase to \$600.00

He also recommends that a text amendment occur to the Zoning Ordinance adding a section that would make the applicant responsible for any fees needed to retain outside expert assistance to aid in the review of the application, if needed.

Additionally, we discussed the proposed fee increase for the final plat review under the Subdivision and Platting Ordinance. Due to the amount of time that it takes to review these plats and the re-reviewing that has increased; the fee change is justified. He recommends increasing the fee to \$200.00 plus \$10.00 per lot.

A Motion by Marge Rewald, to approve the fee increases as presented for the non-metallic mining conditional use and final plat review, seconded by John Chrest. Motion carried.

- Dustin McCune updated the committee on the status of the camper registration program. He will be heading back out into the field over the next several weeks ensuring that no new units have been installed without the required registration.
- He added that septic system installation this year is either hot or cold. Either the plumbers are calling non-stop for inspections, or it's deafly quiet.
- Beth Storlie added that the pumping maintenance certificates are coming in very slowly. At this time with only about 2 ½ months remaining; only about 35% of those that need this inspection or service have submitted their certificates. She anticipates that we will be issuing several hundred citations again this year, if this trend continues.

PUBLIC HEARINGS

- **ZONE CHANGE PETITION # 2012-34** as requested by Kevin Oehler on property located in the NE1/4-NW1/4, Section 28, 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-3 (Cottage/Cabin) District to allow for a cabin to remain on the site.

Township supports the request.

A Motion by Ray Ransom, to approve zone change petition # 2012-34 for Kevin Oehler, seconded by John Chrest. Motion carried.

- **ZONE CHANGE PETITION # 2012-39** as requested by Cory Fisher on property located in the SW1/4-SW1/4 and the SE1/4-SW1/4, Section 25, and the NW1/4-NW1/4, Section 36, all in T21N, R5W, Town of Albion, Jackson County, WI. The request is to change 120 acres of the Official Zoning Map as follows: 1.5 acres from the A-1 (Agriculture) District to the R-2 (Residential) District and 118.5 acres from the A-1

(Agriculture) District to the A-2 (Forestry and Limited Agriculture) District. This would allow for a single family home to be constructed on the property.

Township supports the request.

A Motion by Marge Rewald, to approve zone change petition # 2012-39 for Cory Fisher, seconded by Norm Stoker. Motion carried.

- **ZONE CHANGE PETITION # 2012-40** as requested by Ron Engebretson, owner and Mary Gaul, agent on property located in the SE1/4-SE1/4, Section 36, T21N, R5W, Town of Albion, Jackson County, WI. The request is to change 37 acres of the Official Zoning Map as follows: 3 acres from the A-1 (Agriculture) District to the R-2 (Residential) District and 34 acres from the A-1 (Agriculture) District to the A-2 (Forestry and Limited Agriculture) District. This will allow for the construction of a single family home.

Township supports the request.

A Motion by Norm Stoker, to approve zone change petition # 2012-40 for Ron Engebretson, owner and Mary Gaul, agent, seconded by Ray Ransom. Motion carried.

- **CONDITIONAL USE REQUEST # 2012-43** as requested by James Hoffman, Goose Landing Sand Company LLC and Ron Overlien, Hoffman Construction on property located in Sections 28 and 29, T23N, R4W, Town of Alma, Jackson County, WI. The request is to allow filling and grading work within the shoreland areas to allow for rail spur development and bridge replacement or improvement.

Township position was not received by the time of the public hearing. Terry Schmidt, Zoning Administrator's comments were read into the minutes, they are as follows:

Staff comments for the Goose Landing conditional use request:

1. The two bridge replacement requests both are located within a mapped floodplain. The two bridges are existing but are in such disrepair that they have become unusable. The proposed replacement bridges and the filling and grading work will be permitted as long as the following is met:
 - a. No change in existing elevations can occur that would impede potential floodwaters. In other words no increase in flood elevations allowed. The applicant has stated that elevations will not change at the site for either bridge replacement.
 - b. No discharge or filling to occur in the wetlands for the bridge replacements.
 - c. All state and federal requirements are to be met. Copies of state or federal issued permits are to be given to the zoning dept.
 - d. Erosion protection measures are to be in place prior to any work commencing at the site.

The proposed rail spur will impact areas that are currently mapped wetlands and also impact navigable streams. The same erosion control measures must be put in place prior to any filling and grading work done for the construction of the spur.

Once the total area of wetlands to be filled is known, then the applicant will need to apply for a rezoning request to remove those areas from the wetland to upland. Again Impacted wetlands will also need approvals from the state and Army Corp of Engineers. Copies of those approvals will need to be submitted to the zoning dept.

The committee reviewed the site plans as presented. Jim Hoffman explained that they are proposing a commercial access off of Hwy 95 utilizing an existing driveway entrance. They have applied for culvert permits off of Cty Rd F from the Highway Department. Additionally, Jim explained that they are aware of all the additional permits that may be required from the Army Corps of Engineers, WI-DNR, WI-DOT, etc. for the proposed project.

A Motion by Ray Ransom, to approve conditional use request # 2012-43 for James Hoffman, Goose Landing Sand Company LLC and Ron Overlien, Hoffman Construction with the stipulation that all conditions detailed by the zoning administrator are met, seconded by Norm Stoker. Motion carried.

- **ZONE CHANGE PETITION # 2012-44** as requested by Curran-Hauser LLC, owners and Paul Hauser and John Curran, agents on property located in the NE1/4-NE1/4 and NW1/4-NE1/4, Section 1, T21N, R5W, Town of Albion and the SE1/4-NW1/4; the NW1/4-SW1/4; part of the SW1/4-NW1/4 lying south of Cty Rd A; the NE1/4-SW1/4 except that part of the forty lying northeast of I94, the public road lands and two acres in the R-3 District; the SE1/4-SW1/4 except Lot 1 of CSM 948 and Lot 2 of CSM 985; the SW1/4-SW1/4; all in Section 31, T22N, R4W, and the NW1/4-NW1/4, Section 6, T21N, R4W, Town of Adams, Jackson County, WI. The request is to change approximately 276 acres of the Official Zoning Map from the A-2 (Forestry and Limited Agriculture) District to the M-2 (Industrial Extractive) District for non-metallic mining.

Town of Adams supports the request with the stipulation that additional conditions as recommended by their attorney must be met.

Town of Albion tabled the request for additional information. Public comment was received in opposition.

Terry Schmidt, Zoning Administrator's comments were read into the minutes, they are as follows:

Staff comments for the curran-hauser LLC request.

The applicant has stated that the request does not include any land to the northeast of the Interstate. Therefore make that amendment at the hearing.

Keep in mind that this is strictly a rezoning request. The conditional use that would be required to operate a non-metallic mining operation at the property will be handled at a separate public hearing, if the rezone request is approved. Therefore road agreements, operation plans etc will be addressed at the conditional use hearing.

A Motion by Norm Stoker, to postpone zone change petition # 2012-44 for Curran-Hauser LLC, seconded by Marge Rewald. Motion carried.

- **ZONE CHANGE PETITION # 2012-45** as requested by Faye and Richard Quinlan on property known as Lot 1 of CSM 1127 located in the SE1/4-SE1/4, Section 29, T20N, R1W, Town of Knapp, Jackson County, WI. The request is to change 2 acres of the Official Zoning Map from the A-2 (Forestry and Limited Agriculture) District to the R-2 (Residential) District for the placement of a modular home.

Township took no position. The petitioner requested the acreage be reduced to 1.5 acres.

A Motion by Ray Ransom, to amend zone change petition #2012-45 for Faye and Richard Quinlan to 1.5 acres for the requested change, seconded by John Chrest. Motion carried.

A Motion by Ray Ransom, to approve zone change petition # 2012-45 as amended to 1.5 acres for Faye and Richard Quinlan, seconded by John Chrest. Motion carried.

A Motion by Norm Stoker, to adjourn the meeting, seconded by Ray Ransom. Motion carried. Meeting adjourned at 12:00 p.m.