

MINUTES
JACKSON COUNTY ZONING & LAND INFORMATION COMMITTEE
July 18, 2016

July 13, 2016: Committee Site Visits

Meeting called to order at 1:00 p.m., the Site Visits followed. Committee members in attendance are John Chrest, Hoyt Strandberg, Norm Stoker, Michelle Greendeer-Rave, and Alton Staff.

July 18, 2016: Committee Meeting and Public Hearing.

Meeting called to order at 9:30 a.m., committee members in attendance are John Chrest, Hoyt Strandberg, Norm Stoker and Alton Staff. Others present were Tim Jeatran, County Surveyor; April Schoolcraft, GIS Specialist; Terry Schmidt, Zoning Administrator; Dustin McCune, Zoning Technician; and Beth Storlie, Administrative Assistant.

A Motion by Hoyt Strandberg, to approve the minutes of June 20, 2016, seconded by Alton Staff. Motion carried.

A Motion by Norm Stoker, to approve the vouchers for payment, seconded by Hoyt Strandberg. Motion carried.

CSM & EASEMENT REVIEW:

- Norm Hurlburt is completing a survey for David Brown. The Subdivision Ordinance requires a 3:1 or 4:1 length to width ratio. They would like to exceed 4:1, the committee has the authority to grant or deny this type of request. Terry explained that the back portion of the parcel is wetland and swampy, which wouldn't be conducive to further development or division. Terry and Tim recommended that if the committee approves that there be a statement on the survey that no further division of the parcel may occur.

A Motion by Norm Stoker, to approve exceeding the 4:1 length to width ratio for David Brown with the stipulation that no further division of the parcel may occur, seconded by Alton Staff. Motion carried.

SURVEYOR'S REPORT, see report:

- Working with Jay Borek, Jackson County Highway Department about a fencing encroachment along Cty Rd N. Tim will mark the right-of-way line and then they will set ROW markers.
- Worked with a local surveyor on missing corners in the Town of Alma.
- Finishing the courthouse survey. Waiting to set the rest of the corners until the sidewalk replacment is completed. The USGS elevation monument set near the sidewalk and retaining walk towards Main Street is in jeopardy with the landscaping project. He is trying to protect it, as it's very expensive to replace. The USGS said it

would be over \$10,000.00 and they may not even re-establish it due to being short staffed.

- Ethan and Tommy are working on completing the monuments in the Town of Garfield, setting them every ½ mile. They have ten corners remaining. Once complete, the forty corners will be computed and that information will be used to adjust the parcel map to improve the mapping.
- Met with the Land Information Council regarding upgrading software for parcel mapping and use WLIP non-lapsing funds, we have a balance of \$63,518.00. Would like to upgrade one of the standard licenses to advanced to unlock more tools to accomplish better parcel mapping updates to create the parcel fabric. The upgrade is \$2,610.00 as a one time fee, with an additional \$1,800.00 per year on the annual maintenance fee increasing that to over \$3,000.00 per year.

A Motion by Alton Staff, to approve the upgrade to advanced and the additional maintenance fee for one ESRI license to be purchased with the use of WLIP non-lapsing funds, seconded by Hoyt Strandberg. Motion carried.

GIS REPORT:

- Property listing update. 7 of 27 work rolls are still out and need to be submitted, but 20 of 27 municipalities have filed the Statement of Assessment with the Department of Revenue.
- Matt has been researching unidentified parcels to determine ownership. Many are dropped title from a legal description error. Kyle Deno wanted them find out how other counties handle this, do they place on tax deed and sell to get back on roll.
- Statewide parcel mapping update. The DOA determined the standards to be followed including road name standards for US, State or County highway systems. Naming was all over the map on these types of roadways, they established USH, STH, and CTH. April is sending a letter to all landowners on these types of roadways to inform them of the state naming standard and that they will be implemented in August. She has been working with the local and regional postal service to keep them in the loop.
- Reviewed ward boundaries with Kyle Deno and submitted the information to the state. They are required to do so twice a year.
- Reviewed a map with the Town of Hixton regarding addressing within the township. Made new maps them.

ZONING REPORT:

- Wagler property update. Terry and Gaylord met with Mr. Wagler in May about reintroduction of animals into a barn that for years was an art studio, which is located

at the junction of the head waters of Beaver Creek and a second stream. Gaylord stated he would not issue him the required livestock license because he can't meet the minimum environmental standards. They told Mr. Wagler to not do any construction or modifications until the completion of the variance process. At the BOA hearing and onsite, Terry found that Mr. Wagler had ripped out the concrete floor, poured concrete for stanchions and gutters. The Board of Adjustment denied the variance. On Friday, Mr. Wagler called the office and was upset about the denial and demanded the Land Use Permit be issued. We have a letter going out that details the decision and his options. It's the office's opinion that he will ignore and violate the decision and permit requirements. While completing the BOA onsite, Terry noted that the handful of horses have already beaten down the streambank to bare ground. This will be an enforcement issue for both departments.

- Shoreland Ordinance rewrite has been completed by Beth and submitted to the DNR for review prior to public hearing. There is no requirement for township approval as this language is implementing the state law. County Board approval is required by October 15, 2016.
- Text amendment language draft for chickens within residential districts will be come for next month's meeting.
- Discussed meeting protocol for the Milestone Materials request. The question is do you want to adjourn the Zoning and Land Information Committee meeting prior to the reclamation hearing or do you want suspend the public hearing to hear the reclamation hearing information prior to rendering a decision. The Committee felt they would render a decision and adjourn the meeting prior to the reclamation hearing.
- Green Meadows property. Terry has contacted Kris Hovell about beginning the condemnation orders for the property to begin clean-up. The Public Health Officer and the local township have the authority to condemn a structure.
- Updated wetland maps from 2014 by the WI-DNR have been provided. It's their Wetland Inventory, which is much more detailed than the base map information currently on the GIS parcel mapping site. April will be working to get that information online.
- Lloyd German contacted the office and stated that the proposed zone change needs to be corrected as it's an office, not an apartment or living space. Terry will amend at the public hearing.

PUBLIC HEARINGS

- **ZONE CHANGE PETITION # 2016-33** as requested by Lloyd German on property located in the NW1/4-SE1/4, Section 27, T21N, R4W, Town of Brockway, Jackson County, WI. The request is to change .69 acres of the Official Zoning Map from the R-4

(Residential) District to the R-2 (Residential) District. This will allow for an apartment living space within an existing building.

Township supports the request with the stipulation that work completed in the interior of the structure be approved by their building inspector. Petitioner would like to amend to an office within the R-2 (Residential) District. The Town of Brockway Building Inspector has stated that the work completed is not sufficient to serve as living quarters.

A Motion by Norm Stoker, to approve zone change petition # 2016-33 for Lloyd German, seconded by Hoyt Strandberg. Motion carried.

- **ZONE CHANGE PETITION # 2016-42** as requested by Bryan Bahnub, Betty Bills, Kay Quall and Connie Kain, owners on property located in the SE1/4-SW1/4, Section 6, T20N, R4W, Town of Albion, Jackson County, WI. The request is to change 1.5 acres of the Official Zoning Map from the A-1 (Agriculture) District to the R-3 (Cottage/Cabin) District for a cabin.

Township supports the request.

A Motion by Alton Staff, to approve zone change petition # 2016-42 for Bryan Bahnub, Betty Bills, Kay Quall and Connie Kain, seconded by Hoyt Strandberg. Motion carried.

- **ZONE CHANGE PETITION # 2016-43** as requested by Kay Savage, owner and Mark Schmeckpeper, applicant on property known as Lot 4 of CSM 2761 located in the NE1/4-NE1/4, Section 36, T20N, R4W, Town of Manchester, Jackson County, WI. The request is to change 15.05 acres of the Official Zoning Map from the R-4 (Residential) District to the A-2 (Forestry and Limited Agriculture) District. The applicant also request a conditional use permit to be granted for the operation of a produce stand within the R-2 District.

Township hasn't met as of the public hearing. Terry spoke with the Town Chairman and he doesn't feel that there will be any issues with the request. Terry would like to amend the CUP to both the R-2 and A-2 district.

A Motion by Hoyt Strandberg, to approve zone change petition # 2016-43 for Kay Savage with the stipulation of town board approval, seconded by Alton Staff. Motion carried.

A Motion by Norm Stoker, to approve conditional use permit # 2016-43 for Mark Schmeckpeper with the stipulation that the operation of a produce stand it is allowed within the R-2 and A-2 Districts, seconded by Hoyt Strandberg. Motion carried.

- **ZONE CHANGE PETITION # 2016-44** as requested by Phillip and Barbara Johnson on property located in the NE1/4-SE1/4, Section 26, T21N, R5W, Town of Albion, Jackson County, WI. The request is to change 3.0 acres of the Official Zoning Map from the A-1

(Agriculture) District to the R-6 (Rural Residential) District for the construction of a new single family home.

Township opposed the request due to wanting additional information. Terry stated that it's an old farm house being demolished and removed with a new home constructed.

A Motion by Hoyt Strandberg, to approve zone change petition # 2016-44 for Phillip and Barbara Johnson with the stipulation of town board approval, seconded by Alton Staff. Motion carried.

- **CONDITIONAL USE PERMIT PETITION # 2016-45** as requested by Travis Giese, owner and WE Energies, applicant on property located in the NW1/4-NW1/4, Section 28, T23N, R5W, Town of Garden Valley, Jackson County, WI. The request is to allow for a temporary staging area for the storing of construction equipment and supplies within the A-1 (Agriculture) District.

Township supports the request with the stipulation that the driveway entrance is off of State Highway 121.

A Motion by Norm Stoker, to approve conditional use permit petition # 2016-45 for Travis Giese, seconded by Hoyt Strandberg. Motion carried.

- **CONDITIONAL USE PERMIT PETITION # 2016-46** as requested by Monroe Burkholder, owner and Joseph Gingerich, agent on property located in the SE1/4-NE1/4, Section 16, T20N, R6W, Town of Franklin, Jackson County, WI. The request is to allow for the construction of a school house within the A-1 (Agriculture) District.

Township hasn't met as of the public hearing. Terry spoke with the Town Chairman and he doesn't feel that there will be any issues with the request and location.

A Motion by Norm Stoker, to approve conditional use permit petition # 2016-46 for Monroe Burkholder, seconded by Alton Staff. Motion carried.

- **ZONE CHANGE PETITION # 2016-47** as requested by Michael R Olson on property located in the SE1/4-SE1/4, Section 9, T20N, R6W, Town of Franklin, Jackson County, WI. The request is to change 10 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.

Petitioner contacted the office and requested a postponement until next month. The committee took no action. The request will be read in at the August meeting.

- **ZONE CHANGE PETITION # 2016-48** as requested by Sarah Struensee on property located in the SW1/4-NW1/4, Section 32, T21N, R3W, Town of Brockway, Jackson County, WI. The request is to change 5.14 areas of the Official Zoning Map from the A-2

(Forestry and Limited Agriculture) District to the R-2 (Residential) District for the construction of a single family home.

Township supports the request with the stipulation that the structure must meet UDC building standards.

A Motion by Norm Stoker, to approve zone change petition # 2016-48 for Sarah Struensee with the stipulation that the UDC building standards are met, second by Hoyt Strandberg. Motion carried.

- **CONDITIONAL USE PERMIT PETITION # 2016-49** as requested by John Scholze, Andrea Eswein and Sharon R Schleife, owners and Milestone Materials, applicant on property located in the NE1/4-SE1/4, the NW1/4-SE1/4, the SW1/4-NE1/4, and the west ten acres of the SW1/4-NE1/4, all in Section 6, T21N, R3W, Town of Brockway, Jackson County, WI. The request is to allow for non-metallic mining, sand and gravel removal within the M-2 (Industrial Extractive) District.

Township supports the request. Bob Servais, Milestone Materials shared the operation plan. The parcel is 120 acres with significant sand and gravel resources available. Access driveway is pending with the Jackson County Forestry and Parks Department coming off of Mission Rd. Mining is to begin in the north forty heading south and east. A 100 foot buffer around the perimeter of the property and 300 feet around any residence will be created and maintained. No blacktop, concrete or asphalt plant is allowed. No frac sand mining to occur at the site. Operation will occur between March – November, 6:00 a.m. to 8:00 p.m., Monday – Saturday. Reclamation includes 3:1 sloped banks with flat field bottom. The life expectancy is 50 years or more. Terry recommends that the Ho-Chunk Nation agreement be included as part of the approval.

A Motion by Hoyt Strandberg, to approve conditional use permit petition # 2016-49 for John Scholze, Andrea Eswein and Sharon Schleife with the stipulations detailed in Addendum A to the conditional use request, seconded by Alton Staff. Motion carried.

A Motion by Alton Staff, to adjourn the meeting, seconded by Norm Stoker. Motion carried. Meeting adjourned at 11:35 a.m.

Addendum A to Conditional Use Request # 2016-49 For Milestone Materials

I/We agree to the following conditions or stipulations of approval placed on the issuance of the Conditional Use Permit:

1. There will be no frac sand mining done at this property.
2. No hot mix or concrete mixing plants on this property.
3. Hours of Operation will be from 6:00 a.m. to 8:00 p.m., Monday – Saturday, unless special authorization is granted by the Town of Brockway to deviate from these hours.
4. Copies of all Wisconsin Department of Natural Resources permits are to be submitted to Jackson County Zoning Department.
5. All Jackson County Land Conservation Department requirements for reclamation must be met.
6. Any local road agreements are to be maintained.
7. Access to the property is through Jackson County Forest Land, a copy of the access agreement is to be provided to the Jackson County Zoning Department.
8. The list of conditions is not to be construed as all inclusive. The Town of Brockway and Zoning Committee reserves the right to revisit and establish other conditions, if the need arises.