

MINUTES
JACKSON COUNTY ZONING & LAND INFORMATION COMMITTEE
July 20, 2015

July 20, 2015: Committee Site Visits, Committee Meeting and Public Hearing.

Meeting called to order at 8:00 a.m., the Site Visits followed. Committee members in attendance are Gaylord Olson, Hoyt Strandberg, John Chrest, Norm Stoker and Ray Ransom. Others present were Tim Jeatran, Surveyor; April Schoolcraft, GIS Specialist; Dustin McCune, Zoning Technician; Beth Storlie, Administrative Assistant; and Terry Schmidt, Zoning Administrator.

PERSONNEL UPDATE, Diane Peterson, Personnel Director:

- Diane Peterson updated the committee on a correction that is needed to the calculation of the bonus for the County Surveyor. The original amount should have been \$564.00, but it was erroneously listed in last month's report from her as \$500.00.

A Motion by John Chrest, to approve the corrected bonus amount of \$564.00 for the County Surveyor, seconded by Hoyt Strandberg. Motion carried.

A Motion by Ray Ransom, to approve the minutes of June 15, 2015, seconded by John Chrest. Motion carried.

A Motion by John Chrest, to approve the vouchers for payment, seconded by Norm Stoker. Motion carried.

CSM EASEMENT REVIEW:

- Gerald Wild has two business structures located on one parcel in the Town of Albion. He was granted a variance by the Board of Adjustment to divide the parcel to have each business on a separate parcel. The variance was for setbacks and undersized lots. There was never an easement to serve the furthest north structure, so they are proposing an easement that would serve both parcels. The committee reviewed the map and there is concern on the width around the corner of the first structure as it doesn't appear to be sufficient. Terry recommends that a stipulation be added that this easement is for access the structure to the north and that structure only. The committee recommended measuring the proposed distances first before they take action. The item will be reviewed at next month's meeting.
- Norm Hurlburt is doing a survey for Jorge Jaime in the Town of Alma. They are dividing an existing surveyed lot for a second parcel and home. There is a 66 foot easement but it is incumbered by a garage, the easement is approximately 59.5 feet at the garage. A 66 foot easement is proposed to serve this parcel extending up to serve Lot 9. Terry recommends that a stipulation be added that this easement is for access to Lot 9 only.

A Motion by Ray Ransom, to approve a 66 foot easement for Jorge Jaime with the stipulation that the easement provides access only to Lot 9, seconded by Norm Stoker.

Motion carried.

SURVEYOR'S REPORT, see report:

- Working on the county boundary survey. Ethan is up in the Town of Cleveland working. The north line in the Town of Garfield is almost done. There are 13 corners that we had to reset or do maintenance on.
- Set 10 corners in the Town of Bear Bluff in marshland areas. There are 5 more to be completed, but they are in the middle of a bog, it's floating on 10 feet of water so they will have to set reference points only.
- Staked the lot corners for the courthouse addition project.
- Completed the corner maintenance for the Cty Rd P project. They have been identified and marked. The contractor was going to hire a surveyor to pull all the monuments as part of the agreement; Tim didn't want that to happen so they completed the work. The contractor will not bill for this work.
- Having a problem with the controller that was purchased 5 years ago. There is a black line about 1/16" wide down the screen and it will continue to get worse. It would be \$600.00 to repair the unit. The accounts representative informed Tim that he could trade the unit in and receive a trade value of \$3,000.00. The cost for the replacement would be \$5,290.00 after trade-in. It will be a newer version with the firmware as well. The newer unit would have a larger screen, 10 times better visual in the field, easier to use button controls and you can load a base map onto the unit such as aerial photos. Tim has funds available in his budget, which would be from the part time line since Ralph Eswein is not working this summer.

A Motion by Hoyt Strandberg, to approve purchasing a replacement controller, seconded by Norm Stoker. Motion carried.

- Received the countywide aerial photography from Ayres Associates.
- Received some of the LiDAR data for quality checking. Tim and Ethan have done the ground control review and everything looks good.
- Met with the Land Information Council to discuss the distribution of the LiDAR data. April surveyed 12 counties that provide this data to see how they are handling the distribution and if any fees are collected. They stated that it's very time consuming to upload the data for individuals, a huge storage capacity issue and security concern for IT especially if the data is housed internally. These counties recommended considering using a virtual storage system such as Amazon or commonly known as "the cloud". Ayres Associates was contacted by a party that would like the data for the Taylor area as soon as it's available; they in turn informed Tim of the request. The Land Information Council recommended charging a fee of \$1,100.00 for the early release of data and to develop a distribution policy and disclaimer for data requests as Jackson

County will retain the rights of the data and to further study the cloud storage capabilities. The disclaimer would lay out the ground rules for using the data and protect our rights. The transaction of data will be between Ayres Associates and the purchasing firm.

A Motion by Ray Ransom, to approve the recommendations of the Land Information Council for early release of data for a cost of \$1,100.00 with a distribution disclaimer, seconded by Hoyt Strandberg. Motion carried.

GIS REPORT:

- Ordered the 3D Analyst tool from ESRI. The best version of software to use this tool is ArcGIS 10.2. Tim and April had a meeting with IT, Sheriff's Department, Emergency Management to discuss the limitations that their software is placing on her software. Due to the Spillman software, she is not able to upgrade to anything higher than 10.0 and Geolynx requires 10.1 to function. April talked with ESRI, Geolynx, and Spillman about this issue, all of them recommend two stand alone servers with separate licenses for each unit. This would allow her to upgrade the GIS software to newer versions but have no impact on the functionality of Spillman.

We will need to meet with the Land Information Council to determine if grant funds can be utilized for purchasing the server and software licenses. It is estimated at \$24,350.00 with annual maintenance costs of \$6,500.00. This will be discussed at the next Law Enforcement meeting as well. Further information will be brought to the committee in the near future. The general consensus with the counties that have this purchased the new server from funds available and their Sheriff's Departments are responsible for the annual maintenance costs.

- 23 out of 27 municipalities are in but Adams, Cleveland, Irving and Knapp are still out. Brockway will be re-filed due to an MFL error.
- Updating census data with wards data due to several annexations.
- Working on problem deeds and helping individuals.

ZONING REPORT:

- Installed a Sharps box at the Recycling Center for the collection of needles and sharps. It can be a 24/7 collection. This was done in conjunction with the UW-Extension Office who obtained a grant to help get these types of medical debris off of the street and disposed in a controlled environment. They will be advertising the box's location soon.
- Rustic Mill update: Trying to get a concrete statement from the WI-DNR about the material and that it's free of hazardous waste with asbestos. If we receive this, then he would recommend the County take it on tax deed and then begin taking care of the clean-up.

- Huge glut of junk issues countywide this year and we are not getting voluntary compliance. We have started action at a couple of locations and will continue to work for clean-up.
- The first round of citations went out last Friday. A little over 800 notices were mailed in April with a deadline of June 30th. 30 citations were issued.

PUBLIC HEARINGS

- **ZONE CHANGE PETITION # 2015-35** as requested by Meteor Timber LLC on property known as the S1/2 of the NW1/4, the SW1/4, and the SE1/4, all in Section 35, T20N, R3W, Town of Manchester, Jackson County, WI. The request is to change 400 acres of the Official Zoning Map from the A-2 (Forestry & Limited Agriculture) District to the M-2 (Industrial Extractive) District to allow for non-metallic mining.

The applicant has requested the removal of the request.

- **CONDITIONAL USE PERMIT PETITION # 2015-37** as requested by Melanie Randall on property known as Lot 4 of CSM 3391 located in the NE1/4-SW1/4, Section 23, T21N, R4W, Town of Brockway, Jackson County, WI. The request is to allow for the construction of a multi-family CBRF facility within the R-1 (Residential) District.

Township supports the request.

A Motion by John Chrest, to approve conditional use permit petition # 2015-37 for Melanie Randall, seconded by Hoyt Strandberg. Motion carried.

- **CONDITIONAL USE PERMIT PETITION # 2015-39** as requested by Gerald C Schaller on property known as Lot 4 of CSM 3362 located in the SE1/4-SW1/4, Section 20, T20N, R2W, Town of Millston, Jackson County, WI. The request is to allow for a private seasonal campground within the B-2 (Outlying Business) District.

No position has been received from the township at the time of the public hearing.

Public comment was received in opposition. Terry stated that the Zoning Ordinance requires a 50 foot setback from a property line for any camper location and a license is required from Health and Human Services. He added that a plot plan is needed with details of the setbacks and that all camper units will be able to meet the setback. The petitioner explained that the sites will be permanent with a concrete pad but the units would not be allowed to remain year round. Pets, noise and waste disposal are all concerns and no plot plan has been done to see if the setbacks can be met.

A Motion by John Chrest, to postpone conditional use permit petition # 2015-39 for Gerald C Schaller to allow for additional information and township action, seconded by Norm Stoker. Motion carried.

- **CONDITIONAL USE PERMIT PETITION # 2015-40** as requested by Chris and Kathy Ludwiczak on property located in the SW1/4-NW1/4, Section 11, T24N, R5W, Town of Cleveland, Jackson County, WI. The request is to allow for the “making of furniture” within the R-2 (Residential) District.

No position has been received from the township at the time of the public hearing. They do not have a sitting board at this time.

Public comment was received in opposition. Letter was read into the minutes. After discussion, the committee felt that there is limited or no impact on others with this request.

A Motion by Ray Ransom, to approve conditional use permit petition # 2015-40 for Chris and Kathy Ludwiczak, seconded by Norm Stoker. Motion carried.

- **ZONE CHANGE PETITION # 2015-41** as requested by Carl Rowan on property located in the NW1/4-SW1/4, Section 17, T21N, R3W, Town of Brockway, 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-2 (Residential) District to allow for a single family home at the site.

Township supports the request.

A Motion by Norm Stoker, to approve zone change petition # 2015-41 for Carl Rowan, seconded by John Chrest. Motion carried.

- **CONDITIONAL USE PERMIT PETITION # 2015-43** as requested by Meteor Timber LLC on property known as the E1/2 of the NW1/4, and the SW1/4 of Section 15, except a parcel known as CSM 826; and the NW1/4, and the NE1/4 of Section 14, all in T20N, R1W, Town of Knapp, Jackson County, WI. The request is to allow for non-metallic mining within the M-2 (Industrial Extractive) District.

Township supports the request with the stipulation that the town’s development agreement is a part of the conditional use permit.

Public comment was received in opposition.

The committee questioned if the trucking through the Town of Millston could be restricted and not a 24/7 operation. The petitioner stated that they will be improving County Rd O to support the increased truck traffic and US Hwy 12 is a federal highway, which one entity cannot be restricted more so than any other business entity. A concern is the amount of traffic during several annual festivals that are held within Millston near the junction of County Rd O and US Hwy 12. The petitioners stated that they have no objection to not operating or restricting operations during these existing annual festivals.

A Motion by John Chrest, to approve conditional use permit petition # 2015-43 for Meteor Timber LLC with the stipulation that the Town of Knapp development agreement is part of the approval and no operations will occur during the existing annual special events hours of operation, seconded by Hoyt Strandberg. Motion carried unanimously.

Attorney Paul Millis requested that the annual special events are filed with Jackson County Zoning Department and documented with the conditional use permit.

- **CONDITIONAL USE PERMIT PETITION # 2015-42** as requested Joan Will, Michael & Patricia Griesbach and Clifford & Richard Boullion, owners and Fairchild Rail LLC, agents on property located in the NW1/4-NW1/4, the SW1/4-NW1/4 except that portion lying east of the railroad right-of-way and except the SW five acres of said forty, the NE1/4-SW1/4 except that portion lying east of the railroad right-of-way, the SE1/4-SW1/4 except that portion lying east of the railroad right-of-way, Section 2, and the NE1/4-NE1/4 except that portion lying west of Primus Rd, Section 3, all in T24N, R5W, Town of Cleveland, Jackson County, WI. The request is to allow for a rail siding and transloading facility out of the M-2 (Industrial Extractive) District.

No position has been received from the township at the time of the public hearing. They do not have a sitting board at this time.

Public comment was received in opposition and in support of the request. Letters were read into the minutes.

After testimony and questions by the committee, Jackson County Corporation Counsel, Kerry Sullivan-Flock stated that the committee has two options in her opinion:

1. Delay the decision until at least one board member is sworn in for the Town of Cleveland and seated or the Court of Appeals renders a decision.
2. The township requests and receives additional powers from the courts to act on these types of requests.

A Motion by Gaylord Olson, to postpone conditional use permit petition # 2015-42 until the next month's meeting, seconded by Norm Stoker. Motion carries unanimously.

A Motion by Norm Stoker, to adjourn the meeting, seconded by John Chrest. Motion carried. Meeting adjourned at 1:15 p.m.