

MINUTES
JACKSON COUNTY ZONING & LAND INFORMATION COMMITTEE
July 20, 2020

July 20, 2020: Committee Meeting and Public Hearings

Meeting called to order at 10:00 a.m. by Hoyt Strandberg, Zoning and Land Information Committee Chairman. Committee members in attendance are Hoyt Strandberg, Norm Stoker, Ed Chamberlain, and Alton Staff. Others present were Cody Brommerich, County Surveyor; Terry Schmidt, Zoning Administrator; April Schoolcraft, Real Property Lister; Joe Pilkington, GIS and 911 Coordinator; and Beth Storlie, Administrative Assistant.

A Motion by Norm Stoker, to approve the minutes of June 15, 2020, seconded by Alton Staff. Motion carried.

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

SURVEYOR'S REPORT, Cody Brommerich:

- *PLSS Update: We went and set new corner monuments in the Townships of Manchester and Millston where road work has been completed. These are corners that we previously referenced out, and were waiting for the road work to be completed so we could return and set the corner. We checked other scheduled roads in Irving, Knapp, and Garfield, but they were not completed yet. Once they are done we will return and set new monuments. We finished remonumentation and field work in the Township of Albion, and are now moving to T21N-R4W. New government corner certificates will be drafted and recorded in the winter months.*
- *Parking Lot Survey: The County purchased a small piece of the parking lot by the Fed-Coop building. I have submitted a preliminary survey to the City for review.*
- *WROC Update: Zach Nienow, Project Manager with Ayres Associates, contacted me and said the orthoimagery is in the early stages of processing and everything is checking out as expected. He said the plan is to send us some samples to look at in the next month or so. We are also going to meet with Mr. Nienow and begin discussing the 2023 ortho flight.*
- *Town Road Indexing Project: Pro-West requested that we wait to have our kick-off call for this project until the parcel fabric project is completed.*

REAL PROPERTY LISTER REPORT, April Schoolcraft:

Accomplishments:

- *Updates regarding Assessment Rolls:*
 - *22 municipalities have completed their Board of Review and I have filed the Statement of Assessment for all of those, still waiting for final changes from assessors for the other 5. Open Book & Board of Review for those are expected in late August.*

- *Still reviewing the parcel fabric from Pro-West & Associates.*
- *Completed the Local Redistricting Pilot Program hosted by Legislative Technology Services Bureau (LTSB), to get familiar with how redistricting for wards & supervisory districts should work. It's still a very confusing process.*
- *Assisted with the review of the Emergency Atlas and provided feedback to Mach IV. Also, worked with Scott Loveland of WDNR to record a few new HELP sites (Helicopter Established Location Points).*
- *Worked with Charlie Smith, Town of Alma Chairman, to talk with WisDOT to figure out right-of-way along the south side of STH 95 on the west side of Merrillan.*
- *Working with Zoning and IT and ADC (Applied Data Consultants) to fix our web mapping site in order to pull zoning permit data for the public to access. This has been established since 2005 or so, and the connection was recently broken during the County's last server upgrade.*

Future Trainings:

- *None planned*

Upcoming Plans:

- *Finish parcel fabric review for Pro-West contract*
- *Send out split letters for those splits, which have been recorded so far this year.*
- *Continue maintaining parcels and record changes for the 2021 assessment roll.*
- *Continue to take phone calls & visits at the office window regarding property records, mostly from attorneys, owners, foresters, and realtors.*

Points of Interest:

- *Property Lister conference for September of 2020 in La Crosse is postponed until 2022, we will choose to have something similar to a virtual "Business Meeting" to cover immediate hot topics. The 2021 conference is planned for Door County.*

GIS/911 REPORT, Joe Pilkington:

- *Continuing to work through QA/QC results received from GeoComm as part of our GIS Data Hub subscription. Focus remains on improving the road centerlines, such as breaking centerline segments at boundaries and adjusting address range values.*
 - Beginning the process of splitting out interstate overpasses, underpasses, and bridges so as to classify these features and allow for unique map symbolization.*
 - In anticipation of a future adoption of a proposed GIS data standard for the State of Wisconsin, we are also applying elevation values to the road centerlines. This will allow a variety of different software to understand road features which cross over each other without intersecting, such as over and underpasses. This data is critical for GIS based network and routing services.*

- *Completed the second and final biannual ward data submission to fulfill our statutory requirements to the State of Wisconsin. The only boundary change includes a detached portion of land from the Village of Merrilan which is now attached to the Town of Alma.*
- *The Real Property Lister and myself thoroughly reviewed the final draft of the Emergency Management Atlas and submitted many suggestions and recommendations to Mach IV Engineering & Surveying. We also reviewed suggestions and recommendations submitted by emergency response agencies to check for accuracy.*
- *The City of Black River Falls identified an addressing issue on Cedar Street. I worked with the City Administrator and offered address range suggestions. I also drafted a letter to the Common Council in support of the proposed readdressing effort and to also explain the importance of proper addressing for location validation in the 911 system.*
- *Our department has also learned of addressing issues within the County's authoritative area.*
 - a. *The Town of Brockway recently designated and named a new Town Road known as Country Drive. Country Drive intersects with State Highway 54 northwesterly of West Bauer Road. Country Drive currently services two commercial businesses including the AmericInn Hotel and Black River Power Sports. The establishment of the new Town Road alters primary ingress and egress to these businesses from State Highway 54 to Country Drive, which introduces a violation of Chapter 6.14 (3) c and 6.14 (5) g3 of the County's Emergency Management Ordinance. These businesses shall be readdressed to bring them into compliance with the ordinance.*
 - b. *Through this process, it was also recognized that a neighboring business, Comfort Inn & Suites Hotel, utilizes Holiday Drive for primary ingress and egress. This business shall also be readdressed to comply with the County ordinance.*
- *Continuing all regular activities such as updating parcel dataset, submitting updated data to Applied Data Consultants (ADC), Fielding phone calls from County residents, Town Clerks, USPS Postmasters, E911 Telecommunications Support Teams, Our Land Information Team, etc.*

GIS Mapping Requests: None.

GIS Data Requests: None.

Future Trainings / Meetings: None.

ZONING REPORT. Terry Schmidt:

- *Wagler property. Gaylord Olson II spoke with Mr. Wagler last Friday as he received information from Clerk of Court about the default judgment. Mr. Wagler is still contesting the use of the barn and feedlot area. We are not getting any resolution on the violations. Corporation Counsel Kerry Sullivan-Flock wants to meet to determine what recourse for resolution of violations. Trying to set-up a meeting with Corporation*

Counsel.

Terry added that he continues to argue it was a barn previously, which is inaccurate. When Hogden's owned the property, there were no stations within the barn structure. It was an art studio.

- Ellenberger property. Going to court on August 7th with the Judge. Ms. Ellenberger is requesting an extension of the time for the clean-up and that anyone who enters her property must be tested for COVID-19.
- Board of Adjustment held a variance hearing for Jerome and Hope Laufenberg in the Town of Northfield. They constructed a shed for animal confinement and feeding, which encroached on a stream. The variance was denied. They have appealed the decision. Kerry Sullivan-Flock is preparing her brief and response to their attorney's statements.
- Tire Round-up was held on Saturday, July 17th. Not as many individuals brought in tires as the first round-up, but the volume of tires remained very high. The final collection day for the year is September 19th.
- Text amendments went before Executive/Finance where they were approved to move forward to the County Board. They will be placed on the August agenda.
- The Chemical Clean Sweep is wrapping up the documentation. 5,500 pounds of material was collected. Received a grant for \$7,000.00 with La Crosse County and based on the weight collected, there was an average of \$1,600.00. We have submitted payment for this outstanding fee with this month's vouchers.

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

- **CONDITIONAL USE PERMIT PETITION # 2020-34** as requested by Zschroeder LLC, owner and Randy Schroeder, applicant on property located in the SW1/4-SW1/4, Section 34, T20N, R1W, Town of Knapp, Jackson County, WI. The request is to allow for a private campground to be developed within the R-2 (Residential) and B-2 (Outlying Business) Districts.

This request was tabled at last month's public hearing to allow the petitioner to meet with the township prior to the request appearing before the Zoning and Land Information Committee. The Town of Knapp took no position at their meeting.

Petitioner has not met with the township. Terry recommended that the committee continue to table the item because the requested additional information has not been

made available to the township or committee prior to a decision being made. Terry will send correspondence to the petitioner about the need to go before the township with their operation plan.

A Motion by Alton Staff, to table conditional use permit petition # 2020-34 for Zschroeder LLC, seconded by Ed Chamberlain. Motion carried unanimously.

- **ZONE CHANGE PETITION # 2020-41** as requested by Russell and Amy Hunter on property located in the SW1/4-NE1/4, Section 17, T22N, R3W, Town of Adams, Jackson County, WI. The request is to change 2.0 acres of the Official Zoning Map from the A-2 (Forestry and Limited Agriculture) District to the R-2 (Residential) District for a single-family home.

Township supports the request.

A Motion by Norm Stoker, to approve zone change petition # 2020-41 for Russell and Amy Hunter, seconded by Ed Chamberlain. Motion carried.

- **ZONE CHANGE PETITION # 2020-42** as requested by L&S Investments, owner and Tim Shaw, Agent on property located in the NE1/4-NW1/4, Section 11, T21N, R4W, Town of Brockway, Jackson County, WI. The request is to change approximately 2,400 sq. feet from wetland area to upland area for a driveway. The petitioner also requests a conditional use permit to allow for filling of the wetland and floodplain pocket.

Township supports the request. A letter from the Wisconsin Department of Natural Resources was read into the minutes in opposition to the request. Terry stated that there are other properties adjacent to this site were issued permits for driveway installation. He has reviewed the site and proposal. He doesn't see any reason to deny issuance of the permit as this is not mapped wetland or floodplain area, but a pocket for collecting runoff.

A Motion by Ed Chamberlain, to approve zone change petition # 2020-42 for L&S Investments, seconded by Alton Staff. Motion carried unanimously.

A Motion by Ed Chamberlain, to approve conditional use permit petition # 2020-42 for L&S Investments, seconded by Hoyt Strandberg. Motion carried unanimously.

- **CONDITIONAL USE PERMIT PETITION # 2020-43** as requested by Brian and Tammy Cuda on property known as Lot 2 of CSM 3170 located in the NE1/4-NE1/4, Section 10, T19N, R5W, Town of Melrose, Jackson County, WI. The request is to allow for the keeping of miniature horses on property zoned in the R-2 (Residential) District.

Township supports the request with the stipulations that animals must be maintained to the east of the new home and fence construction with its maintenance is the landowners (Cuda's) responsibility.

Terry agrees with the Town of Melrose Board's recommendations. He issued a Land Use Permit for a shed last year. When he was completing the onsite for the new home, he noticed the miniature horses onsite. Mr. Cuda has recently purchased the parcel to the east of the home, which is zoned in the A-2 (Forestry and Limited Agriculture) District. Mr. Cuda wants to utilize the shed for watering the animals, so he would like to pursue the conditional use permit for their maintaining within the R-2 (Residential) District.

Gaylord Olson II discussed his recommendations for this site, they are as follows:

1. The site is limited to no more than 6 miniature horses through January 20, 2021. After January 20, 2021, no more than 3 miniature horses can be present at the site at any time.
2. The miniature horses should be allowed access to the A-2 parcel Identification Number 034-0130.0020 to graze and exercise. No additional livestock and/or animals can be added to the A-2 parcel while the miniature horses utilize Lot 2 of CSM 3170.
3. All livestock fencing installation and its maintenance on this parcel, Lot 2 of CSM 3170, is the responsibility of the Cuda family.
4. All Jackson County and State of Wisconsin environmental standards for preventing manure and soil runoff pollution must be met and maintained.
5. A reduction or elimination of the horses may be required if the Conditional Use Permit conditions cannot be met and maintained.
6. This Conditional Use Permit approval is for allowing only miniature horses at the site and is valid only for site ownership of Brian Cuda and/or Tammy Cuda.

Gaylord added it's disappointing that Mr. Cuda did not disclose at the time of permit application for the shed that the intention was to locate miniature horses at the site and within the shed as property line setbacks are more restrictive for animal confinement structures.

A Motion by Ed Chamberlain, to deny conditional use permit petition # 2020-43 for Brian and Tammy Cuda. Motion failed for the lack of a seconded.

A Motion by Hoyt Strandberg, to approve conditional use permit petition # 2020-43 for Brian and Tammy Cuda with the stipulations that all Town of Melrose and Land Conservation Department conditions of approval are met, seconded by Alton Staff. Motion carried 3 - 1 with Ed Chamberlain in opposition.

A Motion by Norm Stoker, to adjourn the meeting, seconded by Alton Staff. Motion carried. Meeting adjourned at 11:45 a.m.