

MINUTES
JACKSON COUNTY ZONING & LAND INFORMATION COMMITTEE
June 16, 2011

June 15, 2011: **Site Visits**

Meeting Called To Order by Chairman Gary Olson at 8:00 a.m., the Site Visits followed.

June 16, 2011: **Committee Meeting and Public Hearing**

Meeting Called To Order by Chairman Gary Olson at 8:30 a.m.

- Annette Theroux, CEO of ProWest and Associates, demonstrated via GoToMeeting the permits software application that they are developing for the Zoning Department and County Surveyor. This project will be converting our existing Access databases to a web-based SQL format. She gave a status report on the progress and anticipated timeline for the remaining elements.

A Motion by Jim Olson, to approve the May 12, 2011 minutes, seconded by Gaylord Olson. Motion carried.

A Motion by Gaylord Olson, to approve the vouchers for payment, seconded by Stoker. Motion carried.

CSM & EASEMENT REVIEW

- Dennis Melichar is doing a survey on the McNulty Farm, splitting the existing home and buildings from the acreage. They are proposing one lot for the home and buildings and one for the acreage. A 66 foot easement is proposed to travel along the existing driveway. These parcels are adjacent to the lots that were created earlier and where Faith Lutheran Church is under construction. Terry commented that these are commercial/business parcels, at some point in time a road will need to be put in to serve all the parcels instead of an easement. This is a limited area as it is sandwiched between the Interstate and County Rd A as well as having a high pressure gas line along the west property line. Due to this issue with road development, Terry and Tim recommend that the committee consider stipulating that Lot 9 not be further divided and having this added to the CSM.

A Motion by Jim Olson, to approve the 66 foot easement for McNulty Farms with the stipulation that Lot 9 may not be further divided, seconded by Stoker. Motion carried.

SURVEYOR'S REPORT – Tim Jeatran, see report.

- Working on section corner protection for road projects. Tim finished County Rd FF and County Rd C, setting 13 corners for FF and 1 corner in C. He still has 7 corners to set for County Rd K. They also worked in the Village of Taylor as they have a

water/sewer and road replacement project occurring within the village this summer.

- Jim Zahasky and Tim marked the proposed 100 foot wide ROW for County Rd K so that the trees could be cut, once final approval is granted by the DNR.
- Completed the survey for the encroachment issues in the Town of Bear Bluff for the Christopher Clark property off of Deer Island Rd. Tim discussed the survey with the Forestry Committee and they recommended that the property move the shed and propane tank but they would grant a lifetime easement for the septic system. At the time the septic system fails, then the system would be moved onto the Clark property. Jim Zahasky will be contacting Skolos and Millis to draft the appropriate language for this easement.
- The State Cartographer's Office requested an update on the government corner inventory of all tie sheets and corners in Jackson County. Tim reviewed the report by township with the committee. There are a total of 4187 corners in the county, with 52.6% or 2205 having tie sheets, but only 491 are GPS corners. Tim will continue to work on this.
- The Land Information Council met last week and recommended a few projects for consideration for the Base Budget Grant, which will be \$14,000.00 this year. The first project is purchasing mapping software for the E911 Spillman system. The second project is to continue indexing and scanning deed documents from the Register of Deeds Office.

A Motion by Gaylord Olson, to approve the proposed projects for the Base Budget Grant, seconded by Ransom. Motion carried.

- Light2 is creating a radio ban that is more powerful than our GPS system. This system would scramble our current frequency bands and make it obsolete. Tim is keeping a close eye on this proposal with hopes that the FCC addresses these concerns.
- Will move to working on the issues at Ellis Cranberry and their encroachments as quickly as possible.

GIS TECHNICIAN REPORT - Lauree Kratcha.

- The mapping site continues to see increasing numbers for visiting our website.
- Finished the redistricting mapping as it has gone out to the municipalities for review. A final map will be needed in the fall.
- Discussed issued with E911 and Spillman software. Lauree explained that the Sheriff's Department is upgrading their Spillman software to their Syntrix system, including mobile mapper for the vehicles and how the upgrade would address numerous problems that they experience. GEOCOM was the vendor that completed the mapping

portion when the system was implemented. This has meant having to have several different vendors for different applications of the 911 system. GEOCOM charges \$3,000.00 per year as annual license and support. There have been inherited problems with Spillman and GEOCOM since deployment, by moving to Spillman mapping this would eliminate a vendor, their annual fees and interface the mapping with the software more seamlessly.

- Most assessment rolls are in, except for a couple and those that are completing reval's. There are three reval's this year: City Point, Village of Merrilan and Village of Melrose
- Updated the committee on the assessment reform progressing of the Department of Revenue. This reform, which includes better timelines, computer based records, penalties, certification requirements, etc. is effective in 2013. She reviewed the Electronic Assessment Data Q&A with the committee.
- Emergency Atlas project update. The WDNR received grant funding for the atlas update and this grant will sunset on June 30th. Eric Zens, WDNR, requested a bill for the project to ensure that the grant funds were disbursed properly. Lauree reviewed the previous update billing and the amount of time and she billed them for 80 hours at \$60.00 per hour for a total of \$4,800.00. She has until the end of 2011 to complete the map updates.
- Last month, we discussed the revenue that is generated from special GIS projects such as the Emergency Atlas project. We requested the ability to deposit these funds that are unique projects created by the technology and software purchased from Land Information grant funds either in the LiDAR non-lapsing fund or creating a new non-lapsing fund for these special projects.

A Motion by Jim Olson, to approve the depositing of GIS projects revenue in the LiDAR non-lapsing fund, seconded by Gaylord Olson. Motion carried.

ZONING REPORT - Terry Schmidt

- Dustin stated that Sanitary Permits and installations are getting busy as the weather has finally improved.
- The travel trailer enforcement is coming to an end, with approximately 180 registered units this year. We will need to start citation action for those that have not obtained the required registration sticker.
- Terry stated that he and Tim attended the Transition Committee meeting on Tuesday. The question was what impact the BRB will have on their departments and review of our current fee schedule for potential additional revenues. The committee reviewed the current fee schedule and multi-county comparison that Beth prepared. Several areas that could be increased based on this comparison are:

Sanitary Permits, Telecommunications, Principal Structure Land Use Permit, Public Hearing fees

Additional discussion occurred regarding a per parcel fee for public hearings and Land Use Permits. The committee had concerns about this format as it would be a financial penalty for our townships that participate in zoning verses those that do not. They did feel that additional information is needed regarding telecommunication towers and how much leeway there is allowed by the Public Utilities Commission. Terry will ask Corporation Counsel to look into this language a little more deeply and update the committee once he learns more.

A Motion by Ransom, to increase all the types of State Sanitary Permit fees by \$75.00, seconded by Jim Olson. Motion carried 4 – 1 with Gaylord Olson in opposition. The fee increase will be implemented on July 1, 2011.

- Sally Malecki, the Town of Manchester Clerk, called following their town board meeting to inform us that two of the three board members refused to sign the resolution for the township's withdrawal from the multi-jurisdictional Smart Growth Grant program claiming that they were not aware of the penalty for not completing a plan. These two members also requested documentation from the Department of Administration detailing the grant program and funding especially regarding the penalty for not completing a comprehensive land use plan. Terry will contact Peter Herreid, DOA, about sending this information to the Manchester Board members.
- The Chemical Clean Sweep was held last weekend and we had a very good response. Terry hopes that we can continue to offer this clean sweep in conjunction with La Crosse County Hazardous Waste, they have been a very good partner to work with.
- The situation in Hatfield between Koranda's, their denied variance request and other properties is generating one complaint after another. It's becoming a very large nuisance and Terry will continue to follow up on these complaints to determine if they are legitimate.
- Shoreland Ordinance rewrite has been updated in Draft 4 and sent to the DNR for review, which was approved. Beth will be installing the draft on our website for public review. We are on schedule to hold a public hearing on the ordinance in early fall with County Board adoption in early winter. This timeline meets the state's requirement for implementation by February 2012.
- Discussion of the Joint Finance Committee motion that would eliminate the county's authority to order septic system replacement for failing septic systems. Under this proposal, Terry would only be able to order replacements for effluent that was flowing onto someone else's property, not ponding on the landowner's parcel. Terry contacted Mark Radcliffe and Kathleen Vinehout about this language and how detrimental it is to the environment as well as public health.

Mark Radcliffe emailed this morning that the language has been removed from the budget bill by the Assembly. Jean Joyce, DCOMM Wisconsin Fund Grant Administrator, emailed that they had in fact eliminated the proposed changes to the Wisconsin Fund Program as well and it reverted back to the current language. These proposed changes would have been more restrictive and not a benefit to many residents. He added that the program has not been changed since implementation in 1980 and some changes will be needed as system installed in the early 1980's are now starting to reach their life expectancies and income levels have not increased as well.

- Brush site update. Terry completed an onsite to verify if the berm that was installed in a wetland area was removed. He has not removed this berm so is continues to be in violation as he did filling and grading within a wetland area without obtaining the appropriate permits. The Army Corp of Engineers and the WDNR are not pursuing enforcement and compliance, so the burden would fall to us. After further discussion, the committee agreed that the violation continues.

A Motion by Jim Olson, to issue a citation to James Brush for the violation created by filling and grading within a wetland area, seconded by Gaylord Olson. Motion carried.

PUBLIC HEARINGS

- **ZONE CHANGE PETITION # 2011-24** as requested by Donald Brown on property located in the SW1/4 – NE1/4, Section 28, T21N, R6W, Town of Springfield, Jackson County, WI. The request is to change 2.5 acres of the Official Zoning Map from the R-3 (Cottage) District to the R-4 (Residential) District for the placement of a manufactured home (2). The remaining 68.9 acres will remain in the A-2 (Forestry and Limited Agriculture) District.

No position submitted by township.

A Motion by Stoker, to approve zone change petition # 2011-24 for Donald Brown with the stipulation of town board approval, seconded by Jim Olson. Motion carried.

- **ZONE CHANGE PETITION # 2011-25** as requested by Ryan and Gretchen Handly on property located in the NW1/4 – NW1/4, Section 24, T21N, R5W, Town of Albion, Jackson County, WI. The request is to change 4 acres of the Official Zoning Map from the A-1 (Agriculture) District to the R-2 (Residential) District for a single family home. The petitioner also requests a conditional use permit for filling and grading in a shoreland area for a bridge and driveway access.

Township supports the request. The DNR permit has been approved.

A Motion by Gaylord Olson, to approve zone change petition # 2011-25 for Ryan and Gretchen Handly, seconded by Jim Olson. Motion carried.

A Motion by Jim Olson, to approve conditional use request # 2011-25 for the filling and grading in a shoreland area for a bridge, seconded by Ransom. Motion carried.

- **ZONE CHANGE PETITION # 2011-26** as requested by Eric Lofgren on property located in the NW1/4-SE1/4, Section 8, T21N, R6W, Town of Springfield, Jackson County, WI. The request is to change 38 acres of the Official Zoning Map from the A-1 (Agriculture) District to the M-2 (Industrial Extractive) District for the operation of a non-metallic sand extraction site. A conditional use permit is also requested to allow for expansion of the existing sand extraction site. The zoning will revert back to the A-1 (Agriculture) District once the non-metallic operation ends.

No position submitted by township.

A Motion by Stoker, to approve zone change petition # 2011-26 for Eric Lofgren, seconded by Ransom. Motion carried.

A Motion by Jim Olson, to approve conditional use request # 2011-26 for the expansion of the sand extraction site, seconded by Gaylord Olson. Motion carried.

- **CONDITIONAL USE REQUEST # 2011-27** as requested by Michael E. Congdon on property located in the SW1/4 – NW1/4, Section 20, T21N, R5W, Town of Albion, Jackson County, WI. The request is to allow for the operation of a cabinetry shop out of the existing garage.

Petitioner asked to amend the request to include an addition to the existing garage. Township tabled the request as the petitioner was not present at the Town Board meeting.

A Motion by Ransom, to approve conditional use request # 2011-27 for Michael Congdon to allow the operation of a cabinetry shop within an existing garage, the request is amended to include an addition to the existing garage, seconded by Stoker. Motion carried.

- **CONDITIONAL USE REQUEST # 2011-28** as requested by Mary Van Gorden, owner and Darrin Beier, agent on property known as Lot 2 of Sunrise Addition located in the NE1/4 – NE1/4, Section 3, T22N, R3W, Town of Adams, Jackson County, WI. The request is to allow for filling and grading in a shoreland area for removal of an existing sea wall and replacing it with rock rip rap.

No position submitted by township and the petitioner or agent were not present.

A Motion by Jim Olson, to postpone conditional use request # 2011-28 for Mary Van Gorden, seconded by Stoker. Motion carried.

- **SUBDIVISION SKETCH PLAT # 2011-29** as requested by Buffalo Ridge LLC, owner and Secluded Land Company, Jack Akers, agent on property located in the NE1/4-

NE1/4, and the NW1/4-NE1/4, Section 27, T24N, R6W, Town of Garfield, Jackson County, WI. The request is for six individual lots to be created for residential or recreational purposes.

Petitioner requested that subdivision sketch plat # 2011-29 be withdrawn.

**A Motion by Jim Olson, to adjourn the meeting, seconded by Ransom. Motion carried.
Meeting adjourned at 11:15 a.m.**