

**MINUTES**  
**JACKSON COUNTY ZONING & LAND INFORMATION COMMITTEE**  
June 20, 2022

**June 20, 2022:      Committee Meeting, Virtual Onsite and Public Hearing**

**Meeting called to order** at 8:30 A.M. by Chairman Hoyt Strandberg. Committee members in attendance are Hoyt Strandberg, Alton Staff, Ed Chamberlain, Jerrold Schmidt, and Adrian Swanson. Others present were Cody Brommerich, County Surveyor; April Schoolcraft, Real Property Lister; Joe Pilkington, GIS Coordinator; Jonathan Hemp, Zoning Administrator; Dustin McCune, Zoning Technician; Rebecca Ayers, Zoning Assistant; Cindy Altman, County Clerk; and Gaylord E Olson II, County Conservationist.

**Next Meeting Dates:      Monday, July 18, 2022 at 8:30 a.m.**

**A Motion by Ed Chamberlain, to approve the May 16, 2022 minutes as presented, seconded by Alton Staff. One amendment needed, approved with Ed Chamberlain being changed to Township of Manchester. Motion carried.**

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

**CSM EASEMENT REVIEW:**

- None

**Comprehensive Land Use Plan Steering Committee:**

- Jon Hemp stated that a committee is to be formed, he requested that the board look at members who are still able and willing from 2010 when the committee was previously formed.

**A motion made by Adrian Swanson, to form the Comprehensive Land use Plan Update Steering Committee, seconded by Hoyt Strandberg. Motion carried 4-1 (Chamberlain opposed).**

**SURVEYOR'S REPORT, Cody Brommerich:**

- *2022 Countywide LiDAR Acquisition Project Update. The project flight was completed in early April. I received the invoice for the base portion of the project.*
- *2023 Wisconsin Regional Orthoimagery Consortium Project Update. We are planned to acquire updated aerial imagery in the spring of 2023. Countywide 6" orthos are not-to-exceed \$76/square mile. That is roughly \$4/square mile cheaper than 2020. I will be touching base with municipalities to gauge their interest on 3" orthos for any areas they are interested in.*

- *We sold our old work truck through the Wisconsin Online Surplus Auction, which went very well as we sold it for \$11,100.*
- *The topper we ordered for our new truck came in. We went and had it installed.*
- *Our total station was sent into Leica to Ashland, VA for repair, calibration, and cleaning. We are hoping to get it back mid-to-late July.*
- *WisDOT is going to be delivering approximately 100 signs, posts, and placards to our office in late June. During our static GPS observations on geodetic control stations, I kept track of how many signs and placards were destroyed by these monuments. WisDOT is providing all of the posts, signs, and placards for us to replace the damaged and missing signs.*
- *There have been a lot of Certified Survey Maps (CSM) reviewed and recorded this past month along with other filed surveys.*
- *I attended the Wisconsin Land Information Association (WLIA) Spring Regional Meeting in Stevens Point, WI on May 25<sup>th</sup>.*

**Future Conference/Meetings:**

*None*

**REAL PROPERTY LISTER REPORT. April Schoolcraft:**

**Accomplishments:**

- *Continued preparing the assessment workbooks (assessment roll records for the beginning of the year) and start-up reports for assessors. I have 2 out of 27 municipalities left to complete, and 19 of 27 have completed their Board of Review already*

**Future Trainings/Meetings:**

- *None planned.*

**Upcoming Plans:**

- *Continue working on the spring assessment rolls & parcel mapping.*
- *Continue to assist the public, attorneys, title companies, realtors, and anyone else who contacts us.*

**Points of Interest:**

- *None*

**GIS/911 REPORT. Joe Pilkington:**

- *Worked with the Village of Taylor to develop a Zoning GIS dataset for their municipality. Also, developed a large format map document for them which contains their zoning data.*
- *Improving road centerlines and updating address range data within each Emergency Service Zone with the end goal of updating the Master Street Address Guide.*
- *Assisting April when able with updates to the County Parcel Fabric.*
- *Working with Jackson County Dispatch to update data attribution for commercial businesses.*
- *Road naming effort in the Town of Alma – Deer Creek Drive, intersects with Garage Road, established as a private road.*
- *Continuing to process address applications as received, perform regular data updates to Wgxtreme webmap, updates to Spillman GeoValidation, and data backups.*

**GIS Mapping Requests:**

*Taylor Zoning Map, Land Conservation Non-metallic Mining Sites*

**GIS Data Requests:**

*LiDAR inquiry from Synder & Associates, LiDAR inquiry from Jacob Hernandez – Private Lands Biologist.*

**Past and Future Trainings / Meetings:**

*None*

**ZONING REPORT, Jonathan Hemp:**

- *BOA Hearing on May 26 for plat in town of Northfield*
- *Land Use Permits have been busy (23 in June alone so far)*
- *Dustin has been on a bunch of soil tests and installation inspections, also issuing sanitary permits.*
- *Dustin also is now caught up on the travel trailer registrations*
- *Calls on violations of multiple junk cars/piles in various locations (looked into some, hard to see much with all the leaves right now, will keep a list for fall once leaf off arrives)*
- *Romskog Property Raid/site visit with Lacrosse County Sherriff's Dept and 2 WDNR Conservation Wardens on 5/27 (over 150 cars on site) followed up with a letter threatening citations. He now wants to apply for a conditional use to run a legal junk/salvage yard.*
- *Homeowner on Blackberry Road has gotten the mini-home moved to its proper location (still need the \$200 Application fee)*
- *Have a couple more sites to go on with Gaylord this week*
- *New Shoreland Zoning Posters arrived*

- *Questions on how to enforce the shoreland zoning ordinance (riprap projects, grading in shoreland, etc.) (conditional use or land use permits)*
- *Recycling center:*
  - *Forklift has had brakes repaired and is usable*
  - *Still need to get a quote on fixing the mast and new tires*
  - *We have sent out 2 semi loads of compacted cardboard w/ American Metal & Paper Recycling (West Bend) to the Biron Mill (5/19 & 6/9) (still waiting on Payment)*
  - *Have sharps pick-up scheduled for June 28*
  - *Sent out 2<sup>nd</sup> metal dumpster left over from the Recycling Day*
  - *I've been trying to keep recycling center cleaned up*
  - *Need to look into maintenance for cardboard baler*
- *Comprehensive zoning plan*
  - *25k allotted for it in this year's budget (can we pay up front)*
  - *Had a meeting with Dave from Mississippi River Regional Planning Commission*
  - *If we get started now, it would have a Dec 31, 2023 finish date*
  - *Next step is to setup or bring back the Steering Committee*
  - *Need to send out notices to all towns and municipalities on updated Comprehensive Zoning maps*
- *Variance applied for (BOA Meeting in July)*
- *Variance Fee \$350. Review raising price?*
- *Still waiting on a Corp Council for our dept. (Garrett Nix is putting together a proposal to do the work)*
- *Bluebird Drive (still taking multiple calls every week)*
- *2023 Budget is coming up soon*
  - *Need a laptop to work from home when necessary*
  - *Leaf Blower for recycling center would be nice*
  - *New office chair(s)*

**A motion to recess and go into the Public Hearing was made by Hoyt Strandberg and was seconded by Alton Staff at 9:34 a.m. Motion carried, unanimously.**

Public Hearing meeting was called to order at 9:34 a.m. by Hoyt Strandberg.

**NEW BUSINESS:**

- **ZONE CHANGE PETITION # 2022-22** as requested by David Butz, on property located in the NW1/4-SW1/4, Section 28, T19N, R5W, Town of Melrose, Jackson County, WI. The request is to change 1.5 acre of the Official Zoning Map from the A-2 (Forestry and Limited Agriculture) District to the R-3 (Residential-Cabin/Cottage) District for the construction of a seasonal cabin.

Township supports the Zone Change of 1.5 acres from the A-2 (Forestry and Limited Agriculture) District to the R-3 (Residential-Cabin/Cottage) District.

**A motion made by Alton, to approve Zone Change Petition #2022-22, seconded by Ed Chamberlain. Motion carried unanimously.**

**A motion made by Alton Staff to go back to the open meeting at 9:40 a.m., seconded by Adrian Swanson. Motion carried unanimously.**

**OLD BUSINESS:**

- **ZONE CHANGE PETITION # 2022-11** as requested by John Kraemer on property located in the NE1/4 – SW1/4 Section 17, T20N, R6W, Town of Franklin, Jackson County, WI. The request is to change 5.0 acres 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.

**A motion was made by Alton Staff to postpone until the July meeting due to John Kraemer not being in attendance, seconded by Ed Chamberlain. The motion carried, unanimously.**

- **ZONE CHANGE PETITION # 2022-13** as requested by Roger Bible on property located in the NW1/4 - SW1/4 Section 20, T20N, R2W, Town of Millston, Jackson County, WI. The request is to change 1.12 acres of the Official Zoning Map from the R-2 (Residential) District to the B-2 (Outlying Business) District for a resale and printing shop.

The Township supports the Zone change of 1.12 acres from the R-2 (Residential) District to the B-2 (outlying Business) District.

**A motion made by Alton Staff, to approve Zone Change Petition #2022-13 for Roger Bible, seconded by Ed Chamberlain. Motion carried unanimously.**

**A Motion by Ed Chamberlain, to adjourn the meeting, seconded by Adrian Swanson. Motion carried. Meeting adjourned at 9:49 a.m.**