

**MINUTES**  
**JACKSON COUNTY ZONING & LAND INFORMATION COMMITTEE**  
May 12 & 17, 2021

**May 12, 2021:**      **Meeting called to order** at 1:00 p.m., the Site Visits followed. Committee members in attendance are Hoyt Strandberg, Norm Stoker, Ed Chamberlain and Alton Staff.

**May 17, 2021:**      **Committee Meeting and Public Hearings**

**Meeting called to order** at 8:30 a.m. by Hoyt Strandberg, Zoning and Land Information Committee Chairman. Committee members in attendance are Hoyt Strandberg, Norm Stoker, Ed Chamberlain, Isaiah Funmaker and Alton Staff. Others present were Jason Gazdecki, Zoning Administrator; Cody Brommerich, County Surveyor; and Beth Storlie, Administrative Assistant.

**VEHICLE BID OPENING:**

- Jason Gazdecki, Zoning Administrator opened the bid submissions for committee review and consideration. Three bids were submitted that met the minimum standards set forth for a new vehicle for the Zoning Department. They are as follows: V6, AWD or 4x4, automatic transmission, cruise control, AC
  1. A Chevrolet Trailblazer from Gross Motors, \$32,473.50
  2. A Dodge Durango from Gross Motors, \$27,144.50
  3. A Toyota Highlander from Toyota of La Crosse, \$38,003.00

The committee reviewed the proposal.

**A Motion by Alton Staff, to accept the low bid for the Dodge Durango from Gross Motors, seconded by Ed Chamberlain. Motion carried 5 - 0.**

**A Motion by Norm Stoker, to approve the April 14 & 19, 2021 minutes, seconded by Ed Chamberlain. Motion carried.**

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

**CSM EASEMENT REVIEW:**

- Norm Hurlburt is doing a survey of an old CSM. Mr. Bahnub, the landowner to the south would like to acquire additional acreage from Mr. Thomann, the landowner to the north, and extend it to the east property line of Lot 8 of CSM 4149. This would create a remnant lot that would exceed the length-to-width of 4:1 if the frontage along US Highway 12 is considered. Norm feels that the proposed Lot 9 would never be conveyed as a separate lot, since a steep bank makes access to US Highway 12 highly impracticable. Mr. Hurlburt is requesting to be allowed to exceed the 4:1 length-to-width ratio.

**A Motion by Alton Staff, to approve exceeding the 4:1 length-to-width ratio for Marvin Thomann, seconded by Ed Chamberlain. Motion carried unanimously.**

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

- *Continuing to draft Government Land Corner Certificates from completed PLSS corners.*
- *Working with Prowest regularly on any issues/questions they have on Town Road Indexing Project. At our last meeting they said the project may be completed in the next month or so. It is going very well.*
- *Working on drafting Government Land Corner Certificates from PLSS corners completed last year.*
- *We are continuing remonumentation efforts in the Town of Franklin.*
- *We have completed preventative corner maintenance on PLSS corners that may be affected by upcoming road work this year. We will be finishing that up soon.*
- *We received a couple PLSS corner requests from private land surveyors for corners that they needed on upcoming surveys. We completed those for them.*
- *We received our brass caps we purchased from the foundry, and we have installed them on our iron pipes.*

**Future Trainings / Meetings:** *May 28<sup>th</sup> meeting with Zach Nienow of Ayres Associates to discuss further details regarding 2022 countywide Lidar acquisition. Bi-weekly meetings with Prowest for Town Road Indexing Project.*

**DISCUSSION AND CONSIDERATION FOR REGISTER OF DEEDS SOFTWARE:**

- The Land Information Council met last week to review the proposal for the Register of Deeds to utilize non-lapsing land information funds to assist with her conversion from GCS/ImageTek to Fidler for the online access of documents. ImageTek is assessing a fee of \$13,000.00 to retrieve our records from them and format them for migration into the Fidler software. This fee was unexpected especially since they are our records already but IT is recommending having the vendor deal with the migration to ensure that all documents are moved over from one format to the new one. Cody Brommerich stated that the Register of Deeds Office contributes a portion of every recorded document to the Land Information Program, so the use of non-lapsing funds in this case is warranted.

**A Motion by Ed Chamberlain, to approve utilizing non-lapsing Land Information funds for the migration of the Register of Deeds documents from ImageTek to Fidler, seconded by Isaiah Funmaker. Motion carried unanimously.**

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

- *No report this month as the Real Property Lister is out on medical leave.*

### **GIS/911 REPORT, Joe Pilkington:**

- *Assisting in returning phone calls and responding to emails during the Real Property Listers absence.*
- *Completing address classification (e.g., residential, commercial, infrastructure, etc.) of the structure address point GIS dataset. This information is utilized by the fire departments and U.S. Census Bureau.*
- *Developing fire district map books for each fire response agency operating in Jackson County. The map books will be reviewed by the fire chiefs to confirm response boundaries as they currently exist in the GIS data. Feedback will be used to make any necessary changes.*
- *Continuing to assist Jackson County Dispatch with their GIS needs.*
- *Continuing on with routine work such as assigning addresses, updating parcels, updating GIS web map, updating dispatch CAD data, etc.*

**GIS Mapping Requests:** None

**GIS Data Requests:** Mapping Solutions (working with the 4-H Leaders Association to publish a new Jackson County plat book) requested several GIS datasets.

**Future Trainings / Meetings:** None

### **ZONING REPORT, Jason Gazdecki:**

- The Appliance and Electronics Round-up was held on Saturday, April 24<sup>th</sup>. This year's figures have not been totaled but the volume was very high like in 2020. Based on fee's collected, our tonnage will probably be greater.
- The first Tire Round-up for 2021 was held on May 15<sup>th</sup>. Some are still taking advantage of the pricing especially with the excessively large "tractor" style tires. Jason would like the committee to consider that any tire over passenger size be required to be weighed to ensure that they are paying their fair share of the disposal costs. The committee debated this and felt that we should consider an additional category for the tires greater than 24x46 having a weight requirement and begin this with the July collection date.
- Construction season is getting into full swing and permit activities are increasing as well as field work.
- Discussion occurred regarding the current Land Use Permit fee structure. We are seeing many individuals lumping multiple structures or additions on to one permit and not collecting the fee for each phase of construction. Jason would like the committee to consider allowing the department to collect a fee for each phase or each structure. This is a department policy, not ordinance language so we have the ability to make this internal

change and not require a text amendment. With all the additional time required for onsite for these types of projects, collecting a single fee is not covering the administrative costs of paperwork and onsite field work.

**A Motion by Isaiah Funmaker, to approve assessing the Land Use Permit fees per structure or per addition, seconded by Ed Chamberlain. Motion carried unanimously.**

**RESOLUTION FOR RECYCLING PROGRAM:**

- The Wisconsin Department of Natural Resources notified our department of the 2021 Recycling Grant award and it continues to be funded at reduced levels from previous awards. The resolution requesting the use of Ho-Chunk Nation funds to assist with the expenses for operating the Recycling Program was read into the minutes.

**A Motion by Alton Staff, to approve the resolution requesting the use of Ho-Chunk Nation funds for the Recycling Program in Jackson County, seconded by Norm Stoker. Motion carried 5 - 0.**

**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.***

**OLD BUSINESS:**

- **ZONE CHANGE PETITION # 2021-13** as requested by Travis Hizer on property located in the NE1/4-SE1/4, Section 13, T20N, R3W, Town of Manchester, Jackson County, WI. The request is to change 1.7 acres of the Official Zoning Map from the A-2 (Forestry and Limited Agriculture) District to the R-2 (Residential) District for the future construction of a single-family home.

The township supports the request. The petitioner was not present in person or via teleconferencing to explain their plans. A copy of the Wisconsin Department of Transportation approval of the driveway access and address assignment for Mr. Hizer was reviewed.

Public comment was received requesting the continued postponement due to a property line dispute and driveway access dispute. Jason Gazdecki feels that the zone change issue is not a part of the access or property line dispute and should not be held up any further due to this potential private litigation matter.

**A Motion by Alton Staff, to approve zone change petition # 2021-13 for Travis Hizer, seconded by Norm Stoker. Motion carried 5 - 0.**

**NEW BUSINESS:**

- **ZONE CHANGE PETITION # 2021-19** as requested by Jacob Prindle on property known as Lot 1 of CSM 3910 located in the SE1/4-NE1/4, Section 24, T23N, R5W, Town of Garden Valley, Jackson County, WI. The request is to change 34.74 acres of the Official Zoning Map as follows:
  - 1.5 acres from the R-4 (Residential) District to the R-2 (Residential) District for the construction of a single-family home.
  - The remaining 33.24 acres from the R-4 (Residential) District to the A-1 (Agriculture) District.

The township has not submitted their position at the time of the public hearing. The petitioner was present via Zoom.

**A Motion by Norm Stoker, to approve zone change petition # 2021-19 for Jacob Prindle with the stipulation that the Town of Garden Valley approves, seconded by Ed Chamberlain. Motion carried unanimously.**

- **ZONE CHANGE PETITION # 2021-20** as requested by Orville Olsen, owner and Michael Olsen, agent on property located in the SW1/4-NE1/4, Section 4, T24N, R5W, Town of Cleveland, Jackson County, WI. The request is to change 16.50 acres of the Official Zoning Map as follows:
  1. 1.5 acres from the A-1 (Agriculture) District to the R-2 (Residential) District for the existing single-family home.
  2. 15.0 acres from the A-1 (Agriculture) District to the A-2 (Forestry and Limited Agriculture) District.

The township has not submitted their position at the time of the public hearing. The petitioner was present via Zoom. Michael Olsen shared that the division of the property is being done in preparation of estate planning and the existing house is to be separated from the agricultural operation. A question arose regarding the shed closest to the home and its use as a garage for the homeowner. Mr. Olsen said it is not being used as such and the overhead garage doors are in poor condition. He added that they have applied for a variance to the property line setbacks between the house and the sheds.

**A Motion by Ed Chamberlain, to approve zone change petition # 2021-20 for Orville Olsen, seconded by Isaiah Funmaker. Motion carried unanimously.**

- **ZONE CHANGE PETITION # 2021-21** as requested by Jeffrey Alan Kleppek on property located in the NE1/4-NW1/4, Section 6, T20N, R1W, Town of Knapp, 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 the construction of a single-family home.

Township took no position. Jason Gazdecki stated he has no concerns.

**A Motion by Alton Staff, to approve zone change petition # 2021-21 for Jeffrey Alan Kleppek, seconded by Norm Stoker. Motion carried 5 – 0.**

- **ZONE CHANGE PETITION # 2021-22** as requested by Steven Nelson and Angela Organ on property located in the SE1/4-NE1/4, Section 20, T20N, R1W, Town of Knapp, Jackson County, WI. The request is to change 2.0 acres of the Official Zoning Map from the R-4 (Residential) District to the R-2 (Residential) District for the construction of a new single-family home

Township took no position. A question arose regarding the existing mobile home and Jason added that it will be required to be removed upon the completion of the new home construction.

**A Motion by Ed Chamberlain, to approve zone change petition # 2021-22 for Steven Nelson and Angela Organ, seconded by Alton Staff. Motion carried unanimously.**

- **TEXT AMENDMENT # 2021-23** as requested by Jackson County Zoning and Land Information Departments for updates and changes to sections of the Subdivision and Platting Ordinance, Chapter 18. The proposed changes are available at the Jackson County Zoning Department or viewable on the Jackson County website at [www.co.jackson.wi.us](http://www.co.jackson.wi.us) .

The text amendments were sent to all townships within Jackson County for their review. We received responses back for about half of the municipalities and they either supported the text amendments or took no position. The response included zoned townships as well as unzoned townships of the county. The resolution was read into the minutes.

**A Motion by Ed Chamberlain, to approve the text amendments to Chapter 18, Jackson County Subdivision and Platting Ordinance as presented, seconded by Norm Stoker. Motion carried 5 – 0.**

**A Motion by Norm Stoker, to adjourn the meeting, seconded by Alton Staff. Motion carried. Meeting adjourned at 10:00 a.m.**