

**MINUTES**  
**JACKSON COUNTY ZONING & LAND INFORMATION COMMITTEE**  
May 16, 2022

**May 16, 2022:        Committee Meeting and Public Hearing**

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

**ELECTION OF CHAIRMAN AND VICE CHAIRMAN:**

**A motion by Alton Staff, to nominate Hoyt Strandberg as Chairman, seconded by Ed Chamberlain. Called three times for additional nominations.**

**A motion by Alton Staff, to close nominations and cast unanimous ballot for Hoyt Strandberg as Chairman, seconded by Ed Chamberlain. Motion carried.**

**A motion by Ed Chamberlain, to nominate Alton Staff as Vice Chairman, seconded by Hoyt Strandberg. Called three times for additional nominations.**

**A motion by Ed Chamberlain, to close nominations and cast unanimous ballot for Alton Staff as Vice Chairman, seconded by Hoyt Strandberg. Motion carried.**

**Next Meeting Dates:        Monday, June 20, 2022 at 8:30 a.m.**

**A Motion by Ed Chamberlain, to approve the April 18, 2022 minutes as presented, seconded by Alton Staff. Motion carried.**

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

**CSM EASEMENT REVIEW:**

- None

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

- *2022 Countywide LiDAR Acquisition Project Update. The project flight should have been completed now. We will get billed for the base project portion in later May or June.*

- *2023 Wisconsin Regional Orthoimagery Consortium Project Update. We are planned to acquire updated aerial imagery in the spring of 2023. We had a WROC kick-off meeting with Ayres Associates, along with dozens of other counties, on May 4<sup>th</sup>. They provided 2023 pricing options. Countywide 6" orthos are not-to-exceed \$76/square mile. That is roughly \$4/square mile cheaper than 2020. This summer I will touch base with municipalities to gauge their interest on 3" orthos for any areas they are interested in.*
- *We received our 2022 Strategic Initiative grant check in the amount of \$60,000, which was a result of our successful V8 submission.*
- *We are in the process of cleaning out our old work truck. Once cleaned out, I am going to do the necessary paperwork to get it listed and sell it through the Wisconsin Online Surplus Auction.*
- *We ordered a topper for our new work truck approximately three weeks ago. They projected 5-6 weeks for it to arrive.*
- *Our total station was sent into Leica to Ashland, VA for repair, calibration, and cleaning.*
- *I attended our quarterly Wisconsin County Surveyors Association (WCSA) meeting (virtually) on May 6<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 4 out of 27 municipalities left to complete, and have received 16 back from assessors to prepare for Open Book, and of those 16, three have completed their Board of Review already; so that's good!*
- *Attended a WROC webinar regarding the air photo flight for 2023.*
- *Attended WRPLA District meeting in Stevens Point.*
- *Attended webinar for WI DOR regarding their website called 'MyDORGov'.*
- *Assisted Town of Alma and Village of Merrillan with a few maps to be used for redistricting purposes.*

**Future Trainings/Meetings:**

- *None planned.*

**Upcoming Plans:**

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

**Points of Interest:**

- *None.*

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

- *Updated Spillman Geovalidation Flex CAD Mapping workflow documentation. Updated Spillman Flex geoprocessing models.*
- *Completing several "housingkeeping" actions for our SDE Database, such as attribute Domain management. Domains help guarantee the integrity and consistency of the data. Domains are used to describe the values accepted in a field. Only values or ranges of values that have been deemed valid can be used as input in a field where a domain is applied. Unused or duplicate domains are now removed. New domains have also been developed and assigned to other datasets.*
- *Developed a new Sex Offender Registry GIS dataset for Jackson County Dispatch.*
- *Completed parcel fabric integration of the County PLSS datasets.*
- *Continuing to process address applications as received, perform regular data updates to Wgxtreme webmap, updates to Spillman GeoValidation, and data backups.*

**GIS Mapping Requests:**

*none*

**GIS Data Requests:**

*none*

**Past and Future Trainings / Meetings:**

*none*

## **ZONING REPORT, Jonathan Hemp:**

- *My 1<sup>st</sup> day was April 25<sup>th</sup>*
- *Land Use Permits have been busy (19 since I started) plus 3 more waiting to go*
- *Dustin has been on quite a few soil tests and a few installation inspections, also issuing sanitary permits and travel trailer registrations*
- *Recycling center Appliance and electronic round-up was Saturday April 30<sup>th</sup>. Russel and his crew did an excellent job. We took in over \$6500. Also took in units from other townships (???) 3 full semi-trailers of electronics and appliances, 2 full metal dumpsters and another one that is about half full still there*
- *Had sharps pick-up and florescent bulbs pick-up*
- *Dustin and myself did some cleanup at the recycling center on Monday after round-up*
- *Forklift had PM done on it by Conger. Brakes are out on forklift. Got a quote from them to fix it for \$440. Forklift has seen its better days and is in pretty rough shape.*
- *Working on trying to get cardboard picked up, talked to 3 different buyers now. American Metal & paper out of west bend is the latest contact on trying to get a load or 2 of cardboard and paper out of here. Wednesday 5/18 load scheduled.*
- *Need to get the shredded paper baled up*
- *Call on violations on Blackberry Road, Dustin and I followed up with a site visit, homeowner is working to try and get the mini-home moved to its proper location. Will follow-up with letters.*
- *Meeting with landowner along Hawk Island Road that wants to develop lots he owns. I talked with our WDNR District Floodplain Specialist to verify. Property is located in the Zone AE Floodway.*
- *Following up on some junk violations*
- *Went for a ride around with Gaylord to look at some sites he had questions about, will follow up with him on this.*
- *Tire Round up on Saturday May 21 from 8am-12pm*
- *BOA Thursday May 26 @ 9am*

**A motion to recess was made by Hoyt Strandberg and was seconded by Ed Chamberlain at 9:08 a.m.**

Public Hearing meeting was called to order at 9:30 a.m. by Hoyt Strandberg.

## **OLD BUSINESS:**

- **CONDITIONAL USE PERMIT PETITION # 2022-06** as requested by Andrea Krezinski on property known as Lots 16 & 17 of Palchiks 2nd Subdivision located in the SE1/4-NW1/4, Section 3, T22N, R3W, Town of Adams, Jackson County, WI. The request is to allow for the operation of a short-term rental property within the R-1 (Residential) District.

The township does not support the request. The Petitioner was not present to explain their plans.

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

**A Motion made by Ed Chamberlain to deny the conditional use petition #2022-06, seconded by Alton Staff. The motion carried, unanimously.**

- **ZONE CHANGE PETITION # 2022-09** as requested by Royal Palm Rentals LLC, owners and Chad Miller, applicant on property located in the NW1/4-SE1/4, Section 13, T21N, R4W, Town of Brockway, Jackson County WI. The request is to change 3.16 acres of the Official Zoning Map from the B-1 (Central Business) District to the R-1 (Residential) District for the construction of single-family homes.

Township supports the request.

**A Motion made by Alton Staff, to approve zone change petition #2022-09, seconded by Ed Chamberlain. Motion carried unanimously.**

- **CONDITIONAL USE PERMIT PETITION #2022-10** as requested by Rebecca and Craig Rieber on property located in the NE1/4-NE1/4, Section 17, T20N, R4W, Town of Manchester, Jackson County, WI. The request is to allow for the operation of a short-term rental (VRBO) within the R-2 (Residential) District.

Township supports the request. Ed Chamberlain would like to have a one-year probation/trial period.

**A Motion made by Alton Staff, to approve zone change petition #2022-10, seconded by Adrian Swanson. Motion carried unanimously.**

**NEW 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.

Township did not get position letter in prior to public hearing.

**A Motion made by Alton Staff, to table zone change petition #2022-11 until June to give time for township to meet and allow for representation to attend the public hearing, seconded by Jerry Schmidt. Motion carried unanimously.**

- **ZONE CHANGE PETITION # 2022-12** as requested by Hugh Nauman on property located in the SW1/4 – NE1/4 and NW1/4 – SE1/4 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-4 (Mobile Home) District to the R-2 (Residential) District for the construction of a single-family home. Township supports the request.

**A Motion made by ed Chamberlain, to approve zone change petition #2022-12, seconded by Adrian Swanson. 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.

Township did not get position form in prior to the public hearing.

Public comment was received in opposition.

**A Motion made by Alton Staff, to table zone change petition #2022-13 until June to give the township time to meet, seconded by Adrian Swanson. Motion carried unanimously.**

- **ZONE CHANGE PETITION # 2022-14** as requested by Annette Hockerman on property located in the SW1/4 – NE1/4 Section 19, T22N, R3W, Town of Adams, Jackson County, WI. The request is to change 3.5 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 supports the request.

**A Motion made by Ed Chamberlain, to approve zone change petition #2022-14, seconded by Adrian Swanson. Motion carried unanimously.**

- **CONDITIONAL USE REQUEST # 2022-15** as requested by Freise Land and Cattle LLC on property located in the SW1/4 - NE1/4 Section 26, T20N, R5W, Town of Irving, Jackson County, WI. The request is to allow for filling and grading work within a shoreland area for streambank erosion improvement project and rip rap.

Township supports. Gaylord E. Olson Spoke on behalf of the Land Conservation Department.

**A Motion made by Ed Chamberlain, to approve conditional use petition #2022-15, seconded by Alton Staff. Motion carried unanimously.**

- **CONDITIONAL USE REQUEST # 2022-16** as requested by Erwin Hueschele on property located in the NW1/4 - NE1/4 Section 35, T21N, R5W, Town of Albion, Jackson County, WI. The request is to allow for filling and grading work within a shoreland area for filling and shaping gullies.

Township supports. Gaylord E. Olson Spoke on behalf of the Land Conservation Department.

**A Motion made by Alton Staff, to approve conditional use petition #2022-16, seconded by Ed Chamberlain. Motion carried unanimously.**

- **CONDITIONAL USE REQUEST # 2022-17** as requested by Theresia Freidel, owner and Dan Freidel, applicant on property located in the SW1/4 - NE1/4 Section 30, T23N, R6W, Town of Northfield, Jackson County, WI. The request is to allow for filling and grading work within a shoreland area for streambank erosion improvement project and rip rap.

Township supports. Gaylord E. Olson Spoke on behalf of the Land Conservation Department.

**A Motion made by Jerry Schmidt, to approve conditional use petition # 2022-17, seconded by Adrian Swanson. Motion carried unanimously.**

- **CONDITIONAL USE REQUEST # 2022-18** as requested by Gerry Callihan, owner and Gage Guillaume, applicant on property located in the SE1/4 - NW1/4 Section 05, T21N, R5W, Town of Adams, Jackson County, WI. The request is to allow for the operation of a small engine repair shop within the R-2 (Residential) District.

Township supports.

**A Motion made by Ed Chamberlain, to approve conditional use petition #2022-18, seconded by Alton Staff. Motion carried unanimously.**

- **CONDITIONAL USE REQUEST # 2022-19** as requested by Spring Creek Farms LLC on property located in the NW1/4 - SE1/4 and the NW1/4 - NE1/4 Section 19, T22N, R5W, Town of Hixton, and the SE1/4 - SE1/4 Section 18, Village of Hixton, all in T22N, R5W, Jackson County, WI. The request is to allow for filling and grading work within a shoreland area for streambank erosion improvement project and rip rap.

Township no position. Gaylord E. Olson Spoke on behalf of the Land Conservation Department.

**A Motion made by Alton Staff, to approve conditional use petition #2022-19, seconded by Adrian Swanson. Motion carried unanimously.**

- **ZONE CHANGE PETITION # 2022-20** as requested by John Jay Borek on property located in the NE1/4 - SW1/4 Section 13, T21N, R4W, Town of Brockway, Jackson County, WI. The request is to change 1.5 acres of the Official Zoning Map from the B-1 (Central Business) District to the R-1 (Residential) District for the construction of shed for personal use.

Township supports.

**A Motion made by Ed Chamberlain, to approve zone change #2022-20, seconded by Jerry Schmidt. Motion carried unanimously.**

**A Motion by Alton Staff, to adjourn the meeting, seconded by Hoyt Strandberg. Motion carried. Meeting adjourned at 10:37 a.m.**