

MINUTES
JACKSON COUNTY ZONING & LAND INFORMATION COMMITTEE
November 19, 2018

November 19, 2018: **Committee Site Visits, Committee Meeting and Public Hearings**
Meeting called to order at 8:30 a.m. by Chairman Hoyt Strandberg, the Site Visits commenced with the committee meeting to follow. Committee members in attendance are Hoyt Strandberg, Norm Stoker, Ed Chamberlain, and Alton Staff. Others present were Ethan Remus, County Surveyor; April Schoolcraft, GIS Specialist; Joe Pilkington; GIS Technician; Terry Schmidt, Zoning Administrator; and Beth Storlie, Administrative Assistant.

A Motion by Alton Staff, to approve the minutes of October 15, 2018 with the correction, seconded by Ed Chamberlain. Motion carried.

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

DISCUSSION AND CONSIDERATION OF CONDITIONAL USE REQUEST # 2018-39 FOR HIS PROPERTIES LLC:

- Kim Vaaler, HIS Properties LLC, stated that she attended the October Town Board meeting on October 16, 2018. Their request was not placed on the agenda so the board would not discuss their project. Kim added that she has requested to set up a meeting with them to begin the process of mutually developing their ordinance and she hasn't heard back from them with a date or their plans.

She shared copies of an aerial photo of the proposed site and distances from neighboring properties. Kim also commented on Act 67, which was adopted in 2017 regarding the issuance of conditional use permits.

Terry Schmidt stated that the language changes of Act 67 were updated and implemented in our recent text amendments to Chapter 17, Zoning Ordinance. He added that he spoke with Rick Olson, Chairman of the Town of North Bend. Rick called to say that they will not be able to meet prior to our monthly meeting to develop an ordinance and that it will take several months to complete.

Public comment was once again received in opposition and a copy of the Town of North Bend minutes from their October meeting were provided.

Terry added that the township took a position to deny the request and that was submitted to our office. He added that the committee can make a decision to grant or deny, but any decision can be appealed. It's at a standstill at this point and if we want to move it forward, the committee can make a decision. It would be up to the township if they want to pursue an ordinance to be developed. Terry commented that if this were to move through appeal to the Board of Adjustment, then to the courts, the court may question why the parcel is zoned in the R-2 District instead of the R-5

(Recreational) District. The R-5 District would allow these type of activities as a principal use.

A Motion by Ed Chamberlain, to deny conditional use permit petition # 2018-39 for HIS Properties LLC, seconded by Norm Stoker. Motion carried 3 – 1 with Alton Staff opposing.

SURVEYOR'S REPORT, see report:

- *Completed survey for John Walter in the Town of Manchester for \$1609.33*
- *Completed several blue line surveys for Forestry Dept.*
- *Monumented a couple section corners in Bear Bluff for an upcoming USFWS survey.*
- *Negotiated contract terms with Prowest for parcel mapping project.*
- *Completed and submitted 2019 WLIP grant application packet.*

PROWEST & ASSOCIATES PARCEL FABRIC PROJECT:

- A copy of the contract was reviewed by the committee. The Department staff and Corporation Counsel, Garrett Nix extensively went through the contract. There were a couple of minor adjustments that were recommended and Prowest & Associates agreed to the changes. A resolution authorizing the contract agreement between Jackson County and Prowest & Associates was read into the minutes.

A Motion by Ed Chamberlain, to approve the resolution granting authorization to enter into a contract with Prowest & Associates Inc. to map all tax parcels within the Townships of Garfield, Cleveland, Northfield, Garden Valley, Alma (T23N R4W) and Curran into ESRI's Parcel Fabric Data Model, seconded by Norm Stoker. Motion carried unanimously.

REAL PROPERTY LISTER REPORT, see report:

Accomplishments:

- *Assessment Roll update: All assessment rolls are back, as of last Tuesday.*
- *Sent out Mill Rate & Specials Worksheets to all the clerks last Friday. The Treasury Department plans to calculate taxes the week of the 26th.*
- *I've been mapping splits and updating the tax record in our GCS software.*

Future Trainings:

- *None planned until February.*

Upcoming Plans:

- Continue to update tax parcel records and prepare work rolls for assessors for the 2019 tax year with pertinent recorded documents from ROD.
- Assist Treasury during tax bill time as needed.

Points of Interest:

- None

GIS/911 REPORT, see report:

- Completed work on our **Rights-of-Way layer** produced by **Pro-West and Associates**. I compiled and organized digital copies of our highway plans and conveyance documents and uploaded those documents to our **Amazon Web Services (AWS)** cloud space. Each Right-of-Way polygon feature now references a highway plan, conveyance document, or both. I generated hyperlink values and associated those links with each ROW feature in our GIS.
- The Sheriff's Department will soon integrate an additional mapping solution to their dispatch stations — **Motorola CallWorks CallStation** — This mapping solution requires County GIS data in the shapefile data format. A geoprocessing model has been constructed, which retrieves all required data from our SDE database, re-projects that data to the WGS84 Coordinate System, and then exports the data in shapefile format to a Windows File Folder. The data will be compressed and uploaded to **Motorola Solutions** on a quarterly basis.

This project has highlighted some shortcomings in our preparedness for eventual NG911 conversion. Specifically, map data provided by the County must match the Master Street Address Guide (MSAG) and the Automatic Location Information (ALI) coming across from the ALI database. A 98% match rate is required. We requested our Master Street Address Guide (MSAG) and Automatic Location Information (ALI) databases from CenturyLink. I am currently working to synchronize those databases with each other and also with our GIS data. The Maintainer Toolbar and our results from GIS Data Hub have proved to be invaluable resources in this process.

- Fredrick Olson petitioned the Town of Garden Valley to rename **Town Road 4** to **Aske Road**. Mr. Olson's request was approved by the Town Board on November 09, 2018. The County does not object.

*Jacob Zook requested a third address along his private driveway in the Town of Irving. Jackson County Code of Ordinance, Chapter 6, requires this private driveway be named and signed. The Town of Irving rejected Mr. Zook's proposed road names and instead approved the name **Zook Lane** on November 14, 2018. The County does not object. All addressed structures will now be re-addressed according to the approved road name.*

James Hoffman requested a third address along his private driveway in the Town of Alma. Jackson County Code of Ordinance, Chapter 6, requires this private driveway be named and signed. The Town of Alma approved a name for Mr. Hoffman's private driveway at their

*last town meeting, however, the approved road name was incomplete on the **New Road Name Application** returned to the County. The County has requested a copy of the meeting minutes.*

- *Working with the County Clerk's Office to verify addresses for voter registration.*

GIS Mapping Requests: *Town of Brockway River Run / Paulley Road Property Map (complete), Town of Knapp Revaluation Mapbook (draft complete), Town of Brockway Sanitary District Map.*

GIS Data Requests: *Several inquiries, no purchases.*

Future Trainings / Meetings: *No upcoming training sessions.*

ZONING REPORT:

- Recycling update. The belts on the baler blew out a week ago, and the technician is expected any day. But after being open for two days without the baler in operation, we are buried in cardboard and Lois will probably spend an entire day baling it.
- The forklift had a preventative maintenance (PM) done last month and now is leaking fluid. The technician came back and replaced some hoses because of punctures in the lines.
- Still working on the tire pile at the Highway Department Shop, which needs to be removed due to the new building construction. Terry will continue to reach out to Liberty Tire to remove all of the tires. He has left several messages and emails.
- Raymond Wagler update. Went through the Summary Judgment hearing in October with Mr. Wagler and he admitted that he had animals within the structures so the Judge found him guilty issuing an order for their removal. On Friday, Beth received a call from a gentleman stating that he was representing Mr. Wagler and that animals have always been in the building as pigeons, birds, mice and other rodents have continuously occupied the structure. He claimed that our ordinance defines these types of animals and that we are unjustly persecuting Mr. Wagler. Beth referred him to Kerry Sullivan-Flock. We will see where this goes.
- Old citations for pumping have been cleared up by Corporation Counsel including the Rave property who was ordered to service the property by October 31, 2018.
- Continuing to issue permits, Sanitary and Land Use Permits, until the ground freezes. It's been a busy fall.
- A problem is developing in the Town of Springfield regarding their requirement and issuance of Uniform Dwelling Code (UDC) Building Permits for the construction of one

and two family dwellings. It's an "English verses Amish" problem as they have required "English" to get the permits, but have waived permitting for the "Amish". Additionally, misinformation is being shared with their township landowners on who is the issuing agency or responsible party for this permit. The township is stating that all permits including the Building Permit are issued by Jackson County. This is not accurate.

We had similar confusion in the Town of City Point. Their Town Board put together a Building Permit Policy to be handed out to their landowners when they proposed any type of construction. They shared this information with our office and we are now hosting it on the county website. We sent a letter to all other municipalities asking them to consider doing the same to provide clarity to their landowners on the Building Permit requirements within their municipality. We would share their individual policies on the county website for easy access.

PUBLIC HEARINGS:

- **ZONE CHANGE PETITION # 2018-57** as requested by Selz Farms Inc. on property known as Lot 1 of CSM 763 located in the NE1/4-NW1/4, Section 1, T24N, R5W, Town of Cleveland, Jackson County, WI. The request is to change 4.75 acres of the Official Zoning Map from the B-2 (Outlying Business) District to the R-2 (Residential) District to allow for the construction of a single-family home.

Township supports the request. Pam Selz-Pralle, Selz Farms Inc. stated that the new modular home proposed would be for one of their long-time employees. Several years ago, after having a fire at the farm, they built a shed for hay and equipment storage on this site. Their employee would like to utilize the shed for some equipment of his own as well.

A Motion by Ed Chamberlain, to approve zone change petition # 2018-57 for Selz Farms Inc., seconded by Alton Staff. Motion carried.

A Motion by Norm Stoker, to adjourn the meeting, seconded by Ed Chamberlain. Motion carried. Meeting adjourned at 11:15 a.m.