

MINUTES
JACKSON COUNTY ZONING & LAND INFORMATION COMMITTEE
October 21, 2019

October 21, 2019: Committee Site Visits, Committee Meeting and Public Hearings

Meeting called to order at 8:00 a.m. by Chairman Hoyt Strandberg, the Site Visits commenced with the public hearing and committee meeting to follow. Committee members in attendance are Hoyt Strandberg, Ed Chamberlain, and Norm Stoker. Others present were Ethan Remus, County Surveyor; April Schoolcraft, Real Property Lister; Dustin McCune, Zoning Technician; Terry Schmidt, Zoning Administrator; and Beth Storlie, Administrative Assistant.

PUBLIC HEARINGS:

- **ZONE CHANGE PETITION # 2019-40** as requested by Kevin Brown on property known as Lot 6 of CSM 3952 located in the NE1/4-SE1/4, Section 13, T20N, R3W, Town of Manchester, 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 supports the request.

A Motion by Ed Chamberlain, to approve zone change petition # 2019-40 for Kevin Brown, seconded by Norm Stoker. Motion carried 3 - 0.

- **ZONE CHANGE PETITION # 2019-41** as requested by Tom Swan on property known as Lot 3 of CSM 3895 located in the SW1/4-SE1/4, Section 34, T20N, R3W, Town of Manchester, Jackson County, WI. The request is to change 4.12 acres of the Official Zoning Map from the A-2 (Forestry and Limited Agriculture) District to the R-2 (Residential) District. The petitioner also requests a conditional use permit for the placement of a manufactured home (2) within the R-2 District.

Township supports the request.

A Motion by Ed Chamberlain, to approve zone change petition # 2019-41 for Tom Swan, seconded by Norm Stoker. Motion carried 3 - 0.

A Motion by Norm Stoker, to approve conditional use permit petition # 2019-41 for Tom Swan to allow the placement of a manufactured home (2) within the R-2 District, seconded by Ed Chamberlain. Motion carried unanimously.

- **ZONE CHANGE PETITION # 2019-42** as requested by Daniel Boettcher on property located in the SW1/4-SE1/4, Section 1, T24N, R5W, Town of Cleveland, Jackson County, WI. The request is to change 3.0 acres of the Official Zoning Map from the A-1 (Agriculture) District to the R-6 (Rural Residential) District. This would allow for some animals at the site, along with the existing single family home.

Township supports the request. Gaylord Olson II visited with Daniel Boettcher and shared his recommendations of approval with the committee.

A Motion by Ed Chamberlain, to approve zone change petition # 2019-42 for Daniel Boettcher with the stipulation that all Land Conservation Department requirements and standards are met, seconded by Norm Stoker. Motion carried unanimously.

- **ZONE CHANGE PETITION # 2019-43** as requested by Bruce Stumlin on property located in the SE1/4-SW1/4, Section 29, T19N, R6W, Town of North Bend, Jackson County, WI. The request is to change 1.5 acres of the Official Zoning Map from the A-2 (Forestry and Limited Agriculture) District to the R-1 (Residential) District to allow for a replacement single family home.

Township supports the request.

A Motion by Norm Stoker, to approve zone change petition # 2019-43 for Bruce Stumlin, seconded by Ed Chamberlain. Motion carried 3 - 0.

- **ZONE CHANGE PETITION # 2019-44** as requested by Krzysitof and Marzena Dolubizno on property located in the SE1/4-SW1/4, Section 24, T20N, R4W, Town of Manchester, Jackson County, WI. The request is to change 1.79 acres of the Official Zoning Map from the A-2 (Forestry and Limited Agriculture) to the R-2 (Residential) District for the construction of a single-family home.

Township supports the request.

A Motion by Ed Chamberlain, to approve zone change petition # 2019-44 for Krzysitof and Marzena Dolubizno, seconded by Norm Stoker. Motion carried.

A Motion by Ed Chamberlain, to approve the minutes of September 16, 2019, seconded by Norm Stoker. Motion carried.

A Motion by Norm Stoker, to approve the vouchers for payment, seconded by Ed Chamberlain. Motion carried.

CSM EASEMENT REVIEW:

- Norm Hurlburt is creating a survey off of Horseshoe Rd on the Gerdes property. He is requesting an easement and to allow the parcel to exceed the length-to-width ratio requirement. The entire property is located within the floodway and unbuildable. They are proposing a 33-foot-wide easement and to exceed the 3:1 length-to-width ratio. Terry doesn't have an issue with exceeding the ratio since its entirely undevelopable and within the floodway.

A Motion by Ed Chamberlain, to approve a 33-foot easement and to exceed the 3:1 length-to-width for Tyler Gerdes, seconded by Norm Stoker. Motion carried.

SURVEYOR'S REPORT, see report:

- *Parcel Fabric contract update: Garfield and Cleveland are complete. Final Northfield file was submitted on 10-18. April will review this one last time before final acceptance. Prowest also submitted Garden Valley on 10-18. April will begin reviewing that. Prowest is working on Alma. Conference call scheduled for next Tuesday.*
- *PLSS Maintenance update: T22N-R4W has been completed. T21N-R6W is nearly complete. There are 4 corners remaining. We need to wait until crops are harvested and/or deer season is over before finishing these. We are currently working on blue line surveys for the Forestry Dept.*
- *2020 WROC update: There is nothing new to report.*
- *WLIP Grant update: The 2020 grant application packet was received on 9-16-19. Due date is 12-31-19. The SI grant amount has been slashed from \$50k to \$40k. We were all informed that this was a possibility so I budget for it. We will be able to sustain the impact.*
- *DOA LiDAR request update: Nothing new to report.*
- *Chapter 6 revisions update: We have worked with Kristina Page and Mark Moan on revisions. We met last Thursday and were able to come to a consensus. The revised ordinance was sent to corp counsel last Thursday afternoon. Mark is planning to have this on the agenda for the Law Enforcement committee meeting this Thursday for approval, if he can get it back from counsel in time. We will plan to have this on our agenda in November for approval.*
- *NGS Update: Discussion on changes coming to datums and units of measurement...*

REAL PROPERTY LISTER REPORT, see report:

Accomplishments:

- *Assessment Roll update: 26 out of 27 municipalities have completed their Board of Review. Knapp's BOR is planned for November 4th.*
- *Attended the Annual State Meeting for Wisconsin Real Property Lister Association (Property Lister Conference).*
- *Reviewing Northfield's draft of the parcel fabric.*
- *I've been processing splits & changes for the 2020 assessment roll.*
- *Entered State DOR Manufacturing assessment data into the RE & PP rolls.*
- *Assisted with Chapter 6 revision.*
- *Assisted Joe with requesting zoning mapping & record updates from ADC's WG Xtreme website.*

Future Trainings:

- *None planned*

Upcoming Plans:

- *Send split parcels to assessors by November 5th, in order to get the data back in time for calculating taxes.*
- *Continue to prepare the 2020 parcel records, especially with changes we've made within the 4 Townships by adopting parcel fabric.*
- *Assist with reviewing the parcel fabric & help Prowest with any questions they may have regarding the project.*
- *Order assessor supplies from the Print Shop.*
- *Attend 2020 Census Complete County Committee Training (tomorrow)*
- *Today I'll submit data to the Census Bureau for the New Construction Program (follow-up to LUCA program)*

Points of Interest:

- *None*

GIS/911 REPORT, see report:

- *Highly concentrated effort this past month to complete the Structure Address Points dataset – now 95% complete.*
- *Still waiting on Applied Data Consultants to link zoning permits to the new County and City Zoning layers. Requested the GIS Specialist to inquire on the progress of this request and apply additional pressure.*
- *Provided updated tax roll data to Prowest & Associates for the Town of Northfield. Now waiting to re-review parcel fabric data for the Town of Northfield. Also, waiting to receive parcel fabric data for the Town of Garden Valley.*
- *The Land Information Department has continued to revise Chapter 6 to the agreement of the Emergency Management Coordinator.*
- *Worked with the IT Department to set up and install a new workstation computer. Reinstalled software programs and reconfigured software and computer settings.*

GIS Mapping Requests: *None*

GIS Data Requests: *LiDAR inquiry from Milestone Materials. LiDAR inquiry from CORRE Inc.*

Future Trainings / Meetings: *Will not be attending the Fall Regional WLIA Meeting, October 24-25, in Bayfield, Wisconsin.*

WAIVE ROAD NAME CHANGE FEES:

- *Discussion and consideration of waiving the road name change fee for the Town of Curran regarding Town Rd 3. The township met this month and approved renaming*

Town Rd 3 to Homestead Lane. Several years ago, an error was noted in the gas tax mapping for the Town of Curran and this town road was identified and named. There are three structures off this roadway now and the township desires to rename it. The fee was implemented into the ordinance language many years ago, to stem off individuals wanting to rename road arbitrarily due to the number of agencies that would need to be notified with a change of this type. The ordinance does give the Zoning and Land Information Committee the authority to waive any fee based on the individual circumstances for the roadway.

A Motion by Ed Chamberlain, to waive the road name change fee for the Town of Curran for the naming of Homestead Lane, seconded by Norm Stoker. Motion carried unanimously.

ZONING REPORT:

- Recycling Program. The Recycling budget is in the red due to markets crashing, increases in surcharges for the disposal of recyclables and skyrocketing costs for tire recycling. Terry will need to bring forth a resolution requesting additional funding before the end of the year, possibly utilizing Ho-Chunk funds or ATC funds.
- We have been a member of Midwest Recycling Association for several years. They have been responsible for marketing and shipment of our recyclables such as office paper, cardboard and aluminum cans. We are hosting a meeting on November 20th to discuss its future. The participation by other counties has dropped significantly over the past few years and the association will probably disband by January 2020. If this happens, we will have to market our materials ourselves again.
- Septic pumping citations and junk citations are in court on Monday, October 28th. Over half of the issued citations have been dismissed as compliance has been gained.
- Doc's Bunkhouse in the Town of Alma built a new bar and campsites a couple of years ago, when the sand mine operations caused them to relocate the building. At that time, a mound system was installed to handle this use but it's failed after only two years. We don't have a firm number of units sewerred, volume of bar water usage, volume of water used for bathhouse and cabin constructed, which are all going into the systems. Another mound system was recently installed. Terry and Dustin have met with the owner and asked for a detailed map of all systems and what they serve, the number of sewerred campsites and to install water meters to monitor water usage to ensure that the system can keep up.
- Having a big, late season push for septic system installs. It's very difficult right now because of the wet conditions. In many cases, system areas are too wet to do anything yet this year.

A Motion by Norm Stoker, to adjourn the meeting, seconded by Ed Chamberlain. Motion carried. Meeting adjourned at 12:30 p.m.