

AGENDA
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
DECISION MEETING

Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel

ROOM 203, COUNTY COURTHOUSE
311 S. CENTER AVE., JEFFERSON, WI 53549
8:30 A.M. ON MONDAY, FEBRUARY 22, 2016

- 1. Call to Order**
- 2. Roll Call (Establish a Quorum)**
- 3. Certification of Compliance with the Open Meetings Law**
- 4. Approval of the Agenda**
- 5. Public Comment (Not to exceed 15 minutes and not to include petitions slated for decision-members of the public who wish to address the Committee on specific agenda items must register their request at this time)**
- 6. Approval of Revised Minutes from January 21, 2016**
- 7. Approval of January 25, February 15 and February 18 Committee Minutes**
- 8. Communications**
- 9. Discussion and Possible Action on County Board Adoption of the Updated Land Information Plan**
- 10. January Monthly Financial Report for Land Information Office – Andy Erdman**
- 11. February Monthly Financial Report for Zoning – Rob Klotz**
- 12. Discussion and Possible Action on Modification of Permit CU1438-06 for WD Hoard & Sons/Hoard's Dairyman Farm to Reflect Changes Required to Maintain Compliance with the Siting Standards ATCP51 Regarding the Manure Storage Structural Repair Plan**
- 13. Discussion on Mini-Pigs Being Designated as Household Pets**
- 14. Discussion and Possible Action on Petitions Presented in Public Hearing on February 18:**
 - R3865A-16 – G5CHS LLC to create a 4-ac farm consolidation lot at N7430 North Shore Rd, Town of Waterloo
 - R3866A-16 – G5CHS LLC to create building site of 1.5 ac, 1.4 ac and 1 ac along North Shore Rd in the Town of Waterloo
 - R3867A-16 – Danny & Bridget Nelson/John & Sally Mason Property to modify the A-3 zone previously approved by R3046A-05 along County Road H in the Town of Palmyra

CU1865-16 – Mark D Nicholson/Betty Klopac Trust Property for an extensive on-site storage structure in an R-1 zone at W1315 South Shore Drive in the Town of Palmyra
CU1866-16 – Frederick & Jennifer Plautz Trust to allow a duplex in an A-3 zone at W3315 Ranch Rd, Town of Farmington
CU1867-16 – Frank & Rebecca Smale to allow multiple dwelling unit structures in an R-1 zone at W1251 North Blue Spring Lake Dr in the Town of Palmyra

R3868T-16 – Repeal and Recreate Sec. 11.10 of the Jefferson County Zoning Ordinance/Shoreland Ordinance

15. **Discussion on Door County Recommendation as to Legislation that Impacts Planning, Zoning, and Land Use Laws**
16. **Possible Future Agenda Items**
17. **Upcoming Meeting Dates**
18. **Adjourn**

If you have questions regarding the petitions, please contact the Zoning Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays. Materials covering other agenda items can be found at www.jeffersoncountymi.gov.

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so that appropriate arrangements can be made.

A digital recording of the meeting will be available in the Zoning Department upon request.

REVISED
MINUTES OF PUBLIC HEARING
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE

Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel

SUBJECT: Map Amendments to the Jefferson County Zoning Ordinance and Requests for Conditional Use Permits

DATE: Thursday, January 21, 2016

TIME: 7:00 p.m. (*Courthouse doors will open at 6:30*)

PLACE: Room 205, Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI

1. Call to Order

The meeting was called to order by Chairman Nass at 7:00 p.m.

2. Roll Call

Committee members in attendance were Jaeckel, David, Nass, Rinard and Reese. Zoning staff present included Michelle Staff and Rob Klotz.

3. Certification of Compliance with Open Meetings Law Requirements

Reese verified that the meeting was being held in compliance with the open meetings law requirements.

4. Approval of Agenda

No changes to the agenda. Motion by David, seconded by Rinard, to approve the agenda. Motion carried on a voice vote with no objection.

5. Explanation of Process by Committee Chair

Chairman Nass explained the process of the public hearing.

6. Public Hearing

Klotz read aloud the following:

NOTICE IS HEREBY GIVEN that the Jefferson County Planning and Zoning Committee will conduct a public hearing at 7 p.m. on Thursday, January 21, 2016, in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. A hearing will be given to anyone interested in the proposals. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** Matters to be heard are petitions to amend the official zoning map of Jefferson County and applications for conditional use permits. A map of the properties affected may be obtained from the Zoning Department. Individual files are available for viewing between the hours of 8 a.m. and 4:30 p.m., Monday through Friday, excepting holidays. If you have questions regarding these matters, please contact Zoning at 920-674-7131.

**FROM A-3, AGRICULTURAL AND RURAL RESIDENTIAL TO A-2,
AGRICULTURAL/RURAL BUSINESS**

R3862A-16 & CU1863-16 – Kevin Emrath/EMCO Investments: Rezone PIN 008-0715-1614-003 (3.931 Acres) with conditional use to allow for adaptive reuse of a pre-1970 barn at **W3733 County Road B** as a recreational facility. The site is in the Town of Farmington.

Petitioner: Kevin Emrath, N6279 CTH P – Emrath stated that he converted his old barn into a recreation facility for the Johnson Creek softball team. He stated there is a batting cage and pitching area.

In response to Mr. Wirth's concerns, Emrath stated that with his inspection he can only have 14 people in the barn at a time. He stated at this time it is only the Johnson Creek High School softball team using the facility. All activities are indoors. Since they are school kids most of the practices are at night and usually the parents drop off the kids. There are lights at the door and inside the facility and no signs. Emrath stated there are porta potties inside the barn but didn't have a company pumping them.

Comments in Favor: None

Comments Opposed: Fred Wirth, W3763 County Road B, Johnson Creek, WI – Wirth had a number of questions for the petitioner. Chairman Nass asked Wirth to direct all comments to the Committee and the petitioner will answer them. Wirth wanted to know the hours of operation, and he had concerns about noise, parking, lighting, signage and young adults just "hanging out" on the property. Wirth asked about the future plans for this property and the uses allowed in an A-2 zone.

Questions from the Committee: None

Town Response: Klotz read Town response into the record and it is in the file. Reese said that the request for a land line phone was for access to 911 and if there isn't a cell phone on the property.

Staff Report: Staff report given by Robert Klotz and now on file in the Zoning Department. Klotz addressed Wirth by telling him that all uses listed in the A-2 zoning would be allowed or may require a CUP. Klotz asked about restroom facilities. Klotz stated that the residence on the property was built in 1980 and would be required to remain zoned A-3 so the petitioner will be required to obtain a preliminary CSM for the rezoning.

**FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL AND RURAL
RESIDENTIAL**

R3863A-16 – Paul & Mary Jaeger: Rezone 1.8036 acres around the pre-1975 home at **N9585 Sun-Val Road** from PIN 012-0816-0614-000 (2 Acres) and create a new 1-acre building site adjacent from PIN 012-0816-0614-001 (37.978 Acres). The properties are in the Town of Ixonia.

Petitioner: Paul Jaeger, N9524 Hustisford Road, Watertown, WI – The Jaegers would like to build a new residence on a 1-acre lot at the end of the road and to rezone around a pre-1975

residence. There is a proposed cul-de-sac that would be dedicated to the public and the pre-1975 house is their daughter's and son-in-law's so all parties have agreed on the cul-de-sac.

Comments in Favor: None

Comments Opposed: None

Questions from the Committee: None

Town Response: Klotz read Town response into the record and it is in the file.

Staff Report: Staff report given by Robert Klotz and now on file in the Zoning Department.

R3864A-16 – James & Viola Behm: Create a 4-acre lot around the pre-1975 home at **N3197 County Road A** in the Town of Oakland, on PIN 022-0613-2824-000 (54.671 Acres).

Petitioner: Viola Behm, N3197 CTH A, Cambridge, WI – They would like to split 4 acres around an existing pre-1975 residence and buildings.

Comments in Favor: None

Comments Opposed: None

Questions from the Committee: None

Town Response: Klotz read Town response into the record and it is in the file.

Staff Report: Staff report given by Robert Klotz and now on file in the Zoning Department.

CONDITIONAL USE PERMIT APPLICATION

CU1864-16 – Philip & Sandra Bittorf: Conditional use to allow for storage of contractor's equipment and materials in an A-2 zone at **N7103 Stoney Creek Road**, Town of Lake Mills, on PIN 018-0713-0614-000 (40 Acres)

Petitioner: Tyler Wilkinson from Axley Law Firm, 2 East Mifflin Street, Suite 200, Madison, WI 53703 represented the Bittorfs.

Attorney Wilkinson stated that the Bittorfs' request is for the storage of contractor's equipment in an A-2 Zone. The proposal they are asking for is the same as approved by the Town of Lake Mills. Attorney Wilkinson handed out a packet to all Committee members and explained the pages in the packet. He first addressed outside storage to the Committee and referenced the photos in the packet. In the packet was a site plan showing the location of outside storage and he listed items to be stored such as wood, tire rings, solar trailers, etc. Attorney Wilkinson stated that the Bittorfs propose a screening plan and the location of the trees are shown as x's.

Attorney Wilkinson addressed the hours of operation which are Monday – Friday 7:00 am to 8:00 pm and Saturdays 7:00 am to 4:00 pm. He explained that there may be exceptions of these hours such as in an emergency situation.

Attorney Wilkinson stated that Bittorfs are voluntarily telling their drivers/employees to only go 35 mph down Stoney Creek Road and at the curve to only go 30 mph.

Attorney Wilkinson addressed the comments from the neighbors that are opposed by saying that there is more screening proposed. Klotz asked if each X equals a tree location and Attorney Wilkinson stated that it was many trees but no defined number. Attorney Wilkinson explained that extra paving was discussed at the end of the driveway at the Town level but also stated that there would be some issues with paving that location.

Attorney Wilkinson addressed the dimensions of the outside storage areas on the property. He described the location and stated that one area would be 175 feet long x 35 feet wide (by the large shed), another area would be 75 feet long x 20 feet wide (small shed), another area would be 135 feet long x 20 feet wide (bottom right hand location on the site plan) and final area would be 120 feet long x 70 feet wide (Area B on the site plan).

Mr. Bittorf explained that most of the equipment would be inside in the winter, and during the summer much of the equipment is out in the field. In response to Klotz's question on loading areas, Mr. Bittorf explained that most of the equipment is loaded inside.

Comments in Favor: Carol Eck, W8418 Hope Lake Road – Eck stated that there are a lot of A-2 zones in the area in a 5-mile radius of the Bittorfs such as Trump Excavating, Schweighardt Concrete, Forest Landscaping, Jenkins Property, and Finishline on County Road O. She is in favor of this proposal.

Hope Oostdik, Town of Lake Mills Chairperson – Oostdik believes this is good for the Town of Lake Mills. She stated that the Town had improved the road by installing additional signage and worked with the County Highway Department on any safety issues. The Town believes that the existing buildings are good screens. Oostdik addressed the additional paving concerns by saying she didn't feel it was the Town's decision to require paving on the property.

Joyce Takle, N7214 Stoney Creek Rd, Waterloo, WI – She stated that this is the eighth meeting on this proposal and explained why she is disappointed in government.

Jim Battist, W9334 County Road B, Waterloo, WI – He is in favor of the petitioner and commented on the cleanness of the property. He commented on the noise and said it is not that loud.

Karen Battist, W9334 County Road B, Waterloo, WI – She agreed with all of the comments.

Ehren Bittorf, 363 Grove St, Lake Mills, WI – He commented on the cleanness of the property, no noise on the property and the fact that the property is screened.

Roselynn Bittorf, 363 Grove St, Lake Mills, WI – She explained that there are many operations running out of their homes and listed different businesses throughout the County.

Elaine Schollmeyer, N6997 Stoney Creek Road, Waterloo, WI – She agreed with everything that has been said and is in favor. They have no objections.

Willis Erickson, N7001 Stoney Creek Road, Waterloo, WI – He is in favor and the place is clean. He supports the operation.

Comments Opposed: Peter Muchka, N7180 Stoney Creek Road, Waterloo, WI – He addressed the comments that were in favor. He stated that he objects to the outside storage on the property and would like to see all material stored inside.

Dorothy Donnelly, N7154 Stoney Creek Road, Waterloo, WI – She explained that this isn't a personal issue with the Bittorfs and goes on to explain her objections to the proposal. She discussed screening of the buildings. She does not like the outside storage and if there were to be outside storage would like it to be screened.

Sara Muchka, N7189 Stoney Creek Road, Waterloo, WI – She addressed the outside storage. She stated she is concerned because no dimensions are shown on the map for outside storage. She gave photos of the view from her house. She would like a list of items to be stored outside.

Mike Donnelly, N7154 Stoney Creek Road – The operation would be 7 am, he has concerns that they would start the business at 5 am but not hit the road until 7 and doesn't want that. He comments that he is concerned about everything being an emergency and the operation running at all hours. He described the area he would like to see paved on the Bittorfs' property and explained that this is an issue for his property.

Linnea Phillips, N7072 Stoney Creek Road, Waterloo, WI - She explained she is happy with the 35 mph speed reduced proposed.

Questions from the Committee: Rinard asked the petitioner how many solar/message board and trailers would be stored? Bittorf explained possible numbers but stated in the summer most of them are in the field. Rinard asked the petitioner if he understood that the loading of the equipment would not start before that time. The petitioner stated he did.

Town Response: Klotz read Town response into the record and it is in the file.

Staff Report: Staff report given by Robert Klotz and now on file in the Zoning Department. Klotz explained speed on the road and explained the CUP conditions. Klotz explained that we have clarified areas and dimensions of outside storage and to get the septic hook-up. He explained why we are having another public hearing again. Klotz asked about the planting plan and the petitioners' attorney stated more trees will be planted.

Motion by David, seconded by Reese at 8:07 pm to adjourn the public hearing. Motion carried on a voice vote with no objection.

Don Reese, Secretary

**MINUTES OF THE
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
DECISION MEETING**

Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel

**ROOM 203, COUNTY COURTHOUSE
311 S. CENTER AVE., JEFFERSON, WI 53549
8:30 A.M. ON MONDAY, JANUARY 25, 2016**

1. Call to Order

The meeting was called to order at 8:30 a.m. by Chairman Nass.

2. Roll Call (Establish a Quorum)

Committee members present at 8:30 a.m. included Nass, Reese, Jaeckel and David. Also present were Mark Watkins, Land and Water Conservation Department Director; Andy Erdman, Land Information Department Director; Rob Klotz, Zoning Department Director; and Deb Magritz, Zoning Department Administrative Specialist.

3. Certification of Compliance with the Open Meetings Law

Reese verified that the meeting was being held in compliance with open meetings law requirements.

4. Approval of the Agenda

No changes were proposed.

5. Public Comment (Not to exceed 15 minutes and not to include petitions slated for decision-members of the public who wish to address the Committee on specific agenda items must register their request at this time)

There was no public comment.

6. Approval of December 21, 2015, January 18 and January 21, 2016 Committee Minutes

Motion by Reese, seconded by Jaeckel to approve the December 21, 2015 minutes as presented. Motion carried on a voice vote with no objection.

Motion by Reese, seconded by David to approve the January 18, 2016 minutes as presented. Motion carried on a voice vote with no objection.

Motion by Reese, seconded by David to approve the January 21, 2016 minutes as presented. Motion carried on a voice vote with no objection.

7. Communications

There were two pieces of communication that Andy Erdman had for the Committee, both from Peter Herreid at the Department of Administration (DOA). The first gave approval of the draft Land Information Modernization Plan by the DOA, and the second was for funding approval for the 2016 WLIP application. Erdman further explained.

8. December Monthly Financial Report for Land Information Office – Andy Erdman

Erdman presented his 2015 vs 2014 year revenues, and pointed out that 2015 revenues were pretty close to target.

Rinard arrived at 8:34 a.m.

9. January Monthly Financial Report for Zoning – Rob Klotz

Klotz reported that Zoning revenues were down approximately \$3,000 at this point in January from January of 2015.

10. Update on Discussion and Possible Modification of Permit CU1438-06 for WD Hoard & Sons/Hoard's Dairyman Farm to Reflect Changes Required to Maintain Compliance with the Siting Standards ATCP51 Regarding the Manure Storage Structural Repair Plan

A roll call was taken, with Reese, Nass, Jaeckel, Rinard and David in attendance. Also in attendance were Rob Klotz of the Zoning Department and Mark Watkins of Land and Water Conservation Department. Watkins reported that a repair plan has not yet been prepared. The theory is that the problem is in the north corner of the structure. Once the repair plan is in place, a live test will again be done. This will remain an agenda item for next month.

11. Consideration of Mini-Pigs as Household Pets

Klotz explained the facts to date. Lavern Georgson of UW Extension gave additional information. Nicole Miller spoke with Dexter, MO officials this morning, who told her that they handle mini-pigs like a dog or cat. Georgson went on to say that mini-pigs are considered an off-shoot of Vietnamese potbelly pigs. He has calls out to the swine team at the state level for more information on these animals. He spoke of genetics and species significance, and stressed that there should probably be an exit strategy for the animals. Motion by Reese, seconded by Rinard to postpone a decision, and to put this item on next month's agenda. Motion carried on a voice vote with no objection.

Please see individual files for a complete record of the following decisions:

12. Reconsideration and Possible Action on a Modification of Petition R1076A-89 for Steve Schluter in the Town of Cold Spring

Klotz explained and surveyor Mark Anderson also explained that the exterior lines will not change, but the interior division would change slightly. Motion by Jaeckel, seconded by David to approve with all the original conditions. There will be no change in total acreage or exterior dimensions. Motion carried on a voice vote with no objection.

13. Reconsideration and Possible Action on Petitions Presented in Public Hearing on August 20, October 15, and December 17, 2015 and Subsequently Postponed:

APPROVE WITH CONDITIONS R3821A-15 for Roy Nosek to create a new building site on Cold Spring Rd in the Town of Koshkonong on a motion by Nass, seconded by Jaeckel. Motion carried on a voice vote with no objection.

APPROVE WITH CONDITIONS R3834A-15 for Saddle Wish Farm LLC, Town of Concord, to create a 2-acre building site across from W131 Concord Center Drive on a motion by Nass, seconded by Jaeckel. Motion carried on a voice vote with Reese objecting.

APPROVE WITH CONDITIONS R3858A-15 for Wayne & Joanne Armstrong to add two acres to the A-3 zone at W829 US Hwy 12 in the Town of Oakland on a motion by Nass, seconded by Jaeckel. Motion carried on a voice vote with no objection.

At this point, discussion moved to CU1864-16 for Philip and Sandra Bittorf.

14. Discussion and Possible Action on Petitions Presented in Public Hearing on January 21, 2016:

APPROVED WITH CONDITIONS CU1864-16- Philip & Sandra Bittorf for storage of contractor's equipment and materials in an A-2 zone at N7103 Stoney Creek Rd in the Town of Lake Mills on a motion by Jaeckel, seconded by David. Motion carried on a voice vote with Reese and Rinard objecting.

APPROVED WITH CONDITIONS R3862A-16 on a motion by Reese, seconded by Jaeckel & **CU1863-16** on a motion by Jaeckel, seconded by David for Kevin Emrath/EMCO Investments to rezone to A-2 with conditional use for adaptive reuse of a barn at W3733 County Road B in the Town of Farmington. Both motions carried on voice votes with no objection.

APPROVED WITH CONDITIONS R3863A-16 – Paul & Mary Jaeger to create a 1.8036-acre lot around the pre-1975 home at N9585 Sun-Val Rd and a new 1-acre building site adjacent to it in the Town of Ixonia on a motion by Nass, seconded by Rinard. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS R3864A-16 – James & Viola Behm to create a 4-acre lot around the pre-1975 home at N3197 County Road A in the Town of Oakland on a motion by Reese, seconded by David. Motion carried on a voice vote with no objection.

15. Possible Future Agenda Items

16. Upcoming Meeting Dates

February 15, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

February 18, 7:30 p.m. – Public Hearing in Courthouse Room 205

February 22, 8:30 a.m. – Decision Meeting in Courthouse Room 203

March 14, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

March 17, 7:30 p.m. – Public Hearing in Courthouse Room 205

March 28, 8:30 a.m. – Decision Meeting in Courthouse Room 203

17. Adjourn

Motion by Reese, seconded by David at 10:15 a.m. to adjourn the meeting. Motion carried on a voice vote with no objection.

Don Reese, Secretary

If you have questions regarding the petitions, please contact the Zoning Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays. Materials covering other agenda items can be found at www.jeffersoncountywi.gov.

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A digital recording of the meeting will be available in the Zoning Department upon request.

**MINUTES OF THE
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
SITE INSPECTIONS**

Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel

**ROOM 203, COUNTY COURTHOUSE
311 S. CENTER AVE., JEFFERSON, WI 53549
8:00 A.M. ON MONDAY, FEBRUARY 15, 2016**

1. Call to Order

The meeting was called to order by Chairman Nass at 8:00 a.m.

2. Roll Call

All Committee members were present at 8:00. Also present were Joe Strupp of the Land and Water Conservation Department (LWCD), and Michelle Staff and Deb Magritz of the Zoning Department.

3. Certification of Compliance with Open Meetings Law Requirements

Reese verified that the meeting was being held in compliance with open meetings law requirements.

4. Review of Agenda

No changes were proposed to the agenda.

5. Public Comment (Not to Exceed 15 Minutes and Not to Include Petitions Slated for Decision)

There was no public comment.

6. Review of Land and Water Conservation Department Information and Possible Determination of Completeness for Drumlin Dairy LLC, Town of Aztalan

A roll call was taken, with Reese, Nass, Jaeckel, Rinard, David, Staff and Strupp signifying attendance. Strupp of the LWCD spoke. He explained the proposed operation's building plan and size of herd, and noted that the applicants plan to sell incinerated waste as fertilizer. Strupp reported that the LWCD found the application of Drumlin Dairy LLC to be complete. Motion by Reese, based upon the technical review and recommendation of the LWCD, to find the application to be complete and to send it on to public hearing on March 17. The motion was seconded by Jaeckel. A roll call vote was taken, with David, Rinard, Jaeckel, Nass and Reese voting in favor.

The Committee left at 8:04 for the following site inspections:

7. Site Inspections of Petitions to be Presented in Public Hearing on February 18, 2016:

CU1865-16 – Mark D Nicholson/Betty & Richard Klopchik Trust Property, **W1315 South Shore Dr**, Town of Palmyra

CU1867-16 – Frank & Rebeca Smale, **W1251 N Blue Spring Lake Dr**, Town of Palmyra

R3867A-16 - Danny & Bridget Nelson, John & Sally Mason Property, **County Road H**, Town of Palmyra

CU1866-16 – Frederick & Jennifer Plautz Trust, **W3315 Ranch Rd**, Town of Farmington
R3865A-16 – G5 CHS LLC, **N7430 North Shore Rd**, Town of Waterloo
R3866A-16 - G5 CHS LLC, **North Shore Rd**, Town of Waterloo

8. **Site Inspection at N5775 Ziebell Road to Determine Compliance with Conditions of Approval for Petition R3701A-14 for Russell Bienfang, Town of Aztalan**
9. **Adjourn**
Motion by Reese, seconded by Jaeckel to adjourn the meeting. The meeting adjourned at 10:25 a.m.

Don Reese, Secretary

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Jefferson County Land Information Office
311 S. Center Ave.
Jefferson WI 53549
920-674-7254
www.jeffersoncountywi.gov

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Executive Summary

About this Document. This document is a Land Information Plan for Jefferson County prepared by the Land Information Officer (LIO) and the Land Information Council. By Wisconsin statute, “a countywide plan for land records modernization” is required for participation in the Wisconsin Land Information Program (WLIP). The purpose of this document is twofold: 1) to meet WLIP funding eligibility requirements necessary for receiving grants and retaining fees for land information, and 2) to plan for county land information modernization in order to improve the efficiency of government and provide improved government services to county residents and businesses.

WLIP Background. The WLIP, is funded by document recording fees collected by register of deeds at the county-level. The county land information program retains \$8 and sends \$7 for each document to the Wisconsin Department of Administration to fund WLIP grants and program administration. In 2015 the county expects to retain about \$98,500 and will receive \$2,480 in WLIP grants. Beginning in 2016, WLIP Strategic Initiative grants are projected to increase the county land information revenues by \$50,000 per year.

This plan lays out how funds from grants and retained fees will be utilized. However, as county budgets are determined on an annual basis with county board approval, this plan provides estimated figures that are subject to change and serve planning purposes only.

Land Information in Jefferson County. Land information is central to county operations, as many essential services rely on accurate and up-to-date geospatial data and land records. A countywide land information system supports economic development, property ownership, property assessment, taxation, regulation, emergency planning and response, and a host of other citizen services. The Jefferson County land information system integrates and enables efficient access to information that describes the physical characteristics of land, as well as the property boundaries and rights attributable to landowners.

Mission of the Land Information Office. In the next three years, Jefferson County’s Land Information Office strives to be recognized for its exceptional web mapping sites and gains in governmental efficiencies by broadening the utilization of GIS and other technologies across county government for improved responsiveness to meet the land records needs of residents and businesses.

Land Information Projects and Goals. To realize this mission, in the next three years, the County Land Information Office will focus on the following projects:

1. Public GIS Viewer upgrade to a platform that will run on phones, tablets and desktops.
2. Scan parcel historical parcel map land divisions, combinations and deletes.
3. Install additional highly accessible data storage for GIS, document imaging and other digital land information.
4. Upgrade Enterprise Geodatabase from 2008 SQL Server and other GIS software to the latest version.
5. Upgrade the spatial accuracy of rural parcel mapping and related map layers.
6. Increase utilization of mobile GPS/GIS technology to access, collect and maintain land information.
7. Expand the use of GIS analysis to improve county resource planning and deployment of county operations.
8. Develop activity focused GIS websites to provide easily accessible information such as outdoor recreation, highway infrastructure and economic development.
9. Develop GIS programs, procedures and templates for disaster response and recovery.
10. Scan and index records such as historical aerial photography, facility and highway construction plans.
11. Back index recorded documents in grantor/grantee and tract index.
12. Digitize all building structures in the 1% risk flood zone to create damage inspection database and scan all damage inspection records

The remainder of this document provides more details on Jefferson County Land Information and the WLIP.

1 INTRODUCTION

In 1989, a public funding mechanism was created whereby a portion of county Register of Deeds document recording fees collected from real estate transactions would be devoted to land information through a new program called the Wisconsin Land Information Program (WLIP). The purpose of the Land Information Plan is to meet WLIP requirements and aid in county planning for land records modernization.

The WLIP and the Land Information Plan Requirement

In order to participate in the WLIP, counties must meet certain requirements:

- Update the county's Land Information Plan at least every three years
- Meet with the county Land Information Council to review expenditures, policies, and priorities of the Land Information Office at least once per year
- Report on expenditure activities each year
- Submit detailed applications for WLIP grants
- Complete the annual WLIP survey
- Subscribe to DOA's land information listserv
- Meet a June 30, 2017 deadline to post certain types of parcel information online

Any grants received and fees retained for land information through the WLIP must be spent consistent with the county land information plan. The *Uniform Instructions for Preparing County Land Information Plans* are designed as a template, but leave flexibility as to how counties may choose to address the minimum plan components. The county is able to include as much detail as necessary to make the planning process useful at the local level.

Act 20 and the Statewide Parcel Map Initiative

A major development for the WLIP occurred in 2013 through the state budget bill, known as Act 20. It directed the Department of Administration (DOA) to create a statewide digital parcel map in coordination with counties.

Act 20 also provided more revenue for WLIP grants, specifically for the improvement of local parcel datasets. The WLIP is dedicated to helping counties meet the goals of Act 20 and has proposed that funding be made available to counties in the form of Strategic Initiative grants to be prioritized for the purposes of parcel dataset improvement. For Strategic Initiative grant eligibility, counties will be required to apply WLIP funding toward achieving certain statewide objectives, specified in the form of "benchmarks." Benchmarks for parcel data—standards or achievement levels on data quality or completeness—are determined through a participatory planning process and will be detailed in future WLIP grant applications.

County land information plans were initially updated every five years. However, as a result of Act 20, counties must update and submit their plans to DOA for approval every three years. Thus, the minimum planning horizon for these documents is three years. The plan may incorporate a planning horizon that is longer if the needs and priorities of the participants warrant.

The first post-Act 20 required update deadline for draft county land information plans is December 29, 2015. Final plans are due March 31, 2016.

County Land Information System History and Context

The Jefferson County Board of Supervisors formed the Land Information Office by Resolution 90-22 on June 12, 1990. The statutory Land Information Office duties include coordinating land information projects, developing a County-wide Land Information Plan, and reviewing and recommending projects from local units of government for Wisconsin Land Information Board grants. Resolution 90-22 also established a Land Information Advisory Committee which up until recently guided the development and implementation of the County-wide Land Information System.

LAND INFORMATION

Any physical, legal, economic or environmental information or characteristics concerning land, water, groundwater, subsurface resources or air in this state.

'Land information' includes information relating to topography, soil, soil erosion, geology, minerals, vegetation, land cover, wildlife, associated natural resources, land ownership, land use, land use controls and restrictions, jurisdictional boundaries, tax assessment, land value, land survey records and references, geodetic control networks, aerial photographs, maps, planimetric data, remote sensing data, historic and prehistoric sites and economic projections.

– Wis. Stats. section 16.967(1)(b)

The 2009 Wisconsin Act 314 required counties to form a Land Information Council to remain eligible for participation in the Land Record Modernization Program. Pursuant to Wisconsin Statute 59.72 (3m) the County Board formed the Jefferson County Land Information Council with the adoption of Ordinance 2010-09 on July 13, 2010. The Land Information Council shall review the priorities, needs, policies, and expenditures of the Land Information Office and advise the County on matters affecting the Land Information Office.

The Land Information Council works in an advisory capacity to the Jefferson County Planning and Zoning Committee and the County Board of Supervisors. Land Information Office submits policies developed by the Council to the Planning and Zoning Committee and County Board for official action.

The Jefferson County Board of Supervisors first adopted a Land Information Plan in 1992. The County revised the plan in 2000, 2005 and 2011. The Land Information Council must approve final Land Information Plan and document that approval in the final submission of the plan to DOA. County board approval of plans is encouraged but not required.

Jefferson County has accomplished many of the goals and objectives outlined in 1992, 2000, 2005 and 2011 Land Information Plans. Notable projects completed included: County High Precision Geodetic Control Network, Digital Parcel Mapping, Digital Soils Survey, Digital Zoning Mapping, Digital Land Use Mapping, Zoning Permit Tracking, Document Imaging of Register of Deeds and many other land records, Public Access Interface to Geographic Information System (GIS) Layers. In most recent years, Light Detection and Ranging (LiDAR) Terrain Mapping, updates to Land Records Search and Interactive GIS websites. In the past 5 years, 27 modernization projects identified in the 2011 Land Information Plans were completed or nearly completed.

Plan Participants and Contact Information

This plan was prepared by the county LIO, the Land Information Council, and others as listed below.

County Land Information Council and Plan Workgroup

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*Andy Erdman	Director/Land Information Officer	Jefferson County Land Information Office	andye@jeffersoncountywi.gov	920-674-7254
*Joanne Larson	Realtor Representative	Wayne Hayes Real Estate	waynehayesre@compufort.com	920-723-0199
*Todd Lindert	Communications Supervisor	Jefferson County Sheriff's Office	todd@jeffersoncountywi.gov	920-674-7310
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*Rob Klotz	Director	Jefferson County Planning and Zoning Department	robk@jeffersoncountywi.gov	920-674-7130
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* Land Information Council Members designated by asterisk

2 FOUNDATIONAL ELEMENTS

Foundational Elements incorporate nationally-recognized “Framework Data” elements, the major map data themes that serve as the backbone required by users to conduct most mapping and geospatial analysis.

Beyond the county’s use for planning purposes, Foundational Element information is of value to local state and federal agencies and the WLIP to understand progress in completion and maintenance of these key map data layers.

The list of WLIP’s Foundational Elements has evolved with each update of the county Land Information Plan instructions. They are a guideline of what counties need to address in their plans *at a minimum*. As the list of layers in this document is not exhaustive, counties are welcome to insert additional layers for geospatial data categories stewarded by the county or municipalities that are of importance to local business needs.

FOUNDATIONAL ELEMENTS

PLSS
Parcel Mapping
LiDAR and Other Elevation Data
Orthoimagery
Address Points and Street Centerlines
Land Use
Zoning
Administrative Boundaries
Other Layers

PLSS

Public Land Survey System Monuments

Layer Status

- For the PLSS Foundational Element, the table below documents Layer Status

PLSS Layer Status

Name	Status/Comments
Total number of PLSS corners (section, ¼, meander) set in original government survey	Approximately 2,100 Many of the meander corners are permanently inundated by surface water or otherwise inaccessible.
Number and percent of PLSS corners that have been remonumented	1912 or 91%
Number and percent of remonumented PLSS corners with survey grade coordinates (see below for definition)	Approximately 1015 - 53%
Number and percentage of survey grade PLSS corners integrated into county digital parcel layer	Approximately 1015 - 53%
Number and percentage of non-survey grade PLSS corners integrated into county digital parcel layer	Approximately 897 - 47%
Percentage of PLSS corners that have digital tie sheets (whether or not they have corresponding coordinate values)	91%
Digital tie sheets available online? Yes or No	Yes
Approximate number of PLSS corners believed to physically exist based on filed tie-sheets or surveys, but do not have coordinate values	0
Approximate number of PLSS corners believed to be lost or obliterated	All accessible PLSS corners monuments were re-established from 1970 to 1992. However, over time an estimated 1 in 10 monuments have either deteriorated or been disturbed in the past 25 years
Total number of PLSS corners along each bordering county	220
Number and percent of PLSS corners remonumented along each county boundary	220 100%
Number and percent of remonumented PLSS corners along each county boundary with survey grade coordinates	Approximately 115 – 52 %
Does your county collaborate with or plan to collaborate with neighboring counties for PLSS updates on shared county borders?	Jefferson County has collaborated with all adjoining counties to maintain PLSS corners and will do so in the future

Custodian

- Jefferson County employs a full time Professional Land Surveyor to maintain the PLSS system monuments and records.

Maintenance

- The goal of the County Surveyor is to perform maintenance on 100 PLSS corner monuments a year and add survey grade coordinates where needed

Standards

- Statutory Standards for PLSS Corner Remonumentation, s. 59.74, Wis. Stats. Perpetuation of section corners, landmarks., s. 60.84, Wis. Stats. Monuments., ch. A-E 7.08, Wis. Admin. Code, U.S. public land survey monument record, ch. A-E 7.06, Wis. Admin. Code, Measurements, s. 236.15, Wis. Stats. Surveying requirements, Wisconsin County Surveyor's Association **survey grade** standard: Coordinates collected under the direction of a Professional Land Surveyor, in a coordinate system allowed by s. 236.18(2), and obtained by means, methods and equipment capable of repeatable 2 centimeter or better precision.

Other Geodetic Control and Control Networks

e.g., HARN, Height Mod., etc.

Layer Status

- The Jefferson County installed a High Precision Geodetic Control Network in 1993 as a tri-county project with Dodge and Rock Counties under the guidance of the Wisconsin Department of Transportation (WDOT). The countywide network consists of 47 stations and 47 azimuth stations. Digital data is reported in State Plane Coordinate System, NAD83(91). WDOT conducted a Height Modernization Project adding vertical orthometric height data to about half of these stations in 2003 stations. Additional vertical control monuments were installed along level lines throughout the county.

Custodian

- WDOT has assumed custodial responsibility for the maintenance of the 47 original network stations set in 1993 in addition to the WHMP vertical stations added in 2003. The county assumes custodial responsibility for the 47 azimuth stations.

Maintenance

- The County Surveyor performs brush cutting and signage when using control stations

Standards

- Jefferson County adheres to Standards for Geodetic Reference Systems (FGDC/FGCC standards and specifications) and Wisconsin Statutes Chapter 236.18.

Parcel Mapping

Parcel Geometries

Layer Status

- The digital parcel maps are referenced to the PLSS and are suitable for assisting with land title boundary or survey line determination. However, the parcel maps are not a substitute for a legal land survey or a guarantee of title. Two conversion methodologies were used to develop the digital parcel maps from 1990 to 1995. Coordinate Geometry (COGO) input of surveys and subdivisions plats to construct the parcel boundaries over planimetric base maps was used in the Cities and Villages areas. Hand drawn maps were by digitizing and rectifying to the Public Land Survey Corner control for the rural area. The parcel maps are compliant with WLIA Digital Parcel Mapping Standards.
- The parcel map data is stored and maintained in an ESRI Enterprise Geodatabase in State Plane Coordinate System, South Zone, NAD 83(91) projection.
- Parcel polygons are linked to the IBM db2 property ownership, assessment and tax database through a parcel number based on PLSS Township, Range, Section and 16th Section.

- There are no plans to implement the Esri Parcel Fabric Data Model, and/or Esri's Local Government Information Model at this time.

Custodian

- The Jefferson County Land Information Office is the legal custodian of the parcel data.

Maintenance

- Parcel mapping updates done by the Cartographer on a weekly basis for new lots and other property changes recorded in the Register of Deeds Office.

Standards and Documentation

- Metadata for the spatial components of the parcel mapping have been compiled in Federal Geographic Data Committee (FGDC) compliant format.
- A Data Dictionary for all attributes linked to the Property Ownership, Assessment and Tax system data have a dictionary in human-readable form for all information required by s. 59.72(2)(a)

Assessment/Tax Roll Data

Layer Status

- Jefferson County maintains a custom Property Ownership, Assessment and Tax Roll data on a IBM DB2 database. The county purchased programs developed by Marathon County in 1995. Management Information System Analysts have made numerous custom up-grades and changes required by state law to these programs over the past 20 years.

Custodian

- Land Information Office and County Treasurer.
- The Land Information Office Real Property Lister (RPL) and Administrative Assistant maintain the property ownership and upload the assessment data from local assessors on a daily basis. Special assessments, charges and taxes are computed in the fall of each year from levy from information supplied by local clerks and treasurers.

Standards

- s70.09 Wis. Stats. Official real property lister; forms for officers
- s. 73.03(2a), Wis. Stats. Department of Revenue (DOR) – Powers and duties defined.
- Department of Revenue Property Assessment Manual – Chapter 5 and DOR format standard requested by DOR for assessment/tax roll data
- s. 59.72(2)(a), Wis. Stats. Act 20 attributes are present in this data.
- s. 59.72(2)(a), Wis. Stats. Select fields are downloaded from the Property Ownership, Assessment and Tax Roll data to the GIS.

Act 20 Attributes Required by s. 59.72(2)(a)	Field Name(s) in County Land Info System	Notes on Data or Exceptions to DOR Standard
Assessed value of land	TLNDV	Total Land Value
Assessed value of improvements	TIMPV	Total Improvement Value
Total assessed value	TAV	Total Assessed Value
	LCC1	
Class of property, as specified in s. 70.32 (2)(a)	LUC1	Land Class Code 1 Exempt, General or Manage Forest Land Use Code 1 Residential, Commercial etc.
Estimated fair market value	EFMVALUE	
Total property tax	TPT	
Any zoning information maintained by the county	ZONE1	Only on parcels under County Zoning
Any property address information maintained by the county	SA1	Site Address 1 on Parcel
Any acreage information maintained by the county	ACRE	Acreage Maintained by RPL

Non-Assessment/Tax Information Tied to Parcels

e.g., permits, easements, non-metallic mining, brownfields, restrictive covenants

Layer Status

- The County Planning and Zoning Department maintains an IBM DB2 database on Private Onsite Waste Systems, Land Use Permits, Rezoning, Variance, Conditional Use and Violation based on parcels in the Property Ownership, Assessment and Tax system. Scanned Images of these records are also stored in the County's FileDirector Document Imaging System. These records all have the potential to link to the parcel geodatabase via the parcel identification number.

Custodian

- The Planning and Zoning Department is the legal custodian of these records.

Maintenance

- The databases are updated after the process for the issuance has been completed and the file is complete

Standards

- Standard database maintenance procedures.

ROD Real Estate Document Indexing and Imaging

Status

- **Grantor/Grantee Index.** Recorded Document information is stored on a IBM DB2 database that was started in January of 1987. Scanned and indexed Grantee/Grantor books used before 1987 dating back to 1938 are stored in the FileDirector Document Imaging System.
- **Tract Index.** The Jefferson County Tract Index is based on the Public Land Survey System 16th section, government lot or recorded subdivision plat or certified survey map lot and block. The Tract Index started in 2009 currently contains document information back to 2006.
- **Imaging.** Recorded documents are stored in a FileDirector Document Imaging System. All recorded documents dating back to 1838 (the first recordings) are contained in the imaging system. They are searchable by document number or volume and page where early recordings did not use document numbers. .

Custodian

- County Register of Deeds

Maintenance

- The Register of Deeds office scans indexes and receives electronic recorded documents daily.

Standards

- s. 59.43, Wis. Stats. Register of deeds; duties, fees, deputies.
- ch. 706, Wis. Stats. Conveyances of real property; Recording; Titles.

LiDAR and Other Elevation Data

LiDAR

Layer Status

- County-wide LiDAR was updated in 2012. The horizontal spacing is between 3 and 4 feet.
- Survey grade elevations were taken in the project area in five different types of land cover. These elevations were compared with the LiDAR terrain elevation. Root Mean Square Error (RMSE) results: Overall - 0.4824.

Custodian

- Land Information Office

Maintenance

- County-wide LiDAR acquisition will be considered every 5 to 10 years and could be added to the 2020 aerial flight if the cost continues come down. Some contractors have suggested acquiring LiDAR during each aerial flight at a nominal cost.

Standards

- The dataset was developed to generate contours meeting the National Map Accuracy Standards for the scale 1:600. Test points will fall on the correct side of the contours developed from this DTM for ninety percent of all points.

LiDAR Derivatives

e.g., terrain, contours, digital elevation models, etc.

Layer Status

- Digital elevation model from 2012 LiDAR project
- 2 foot contours from 2012 LiDAR project
- Bare earth points from 2012 LiDAR project
- Full LiDAR point cloud from 2012 LiDAR project

Custodian

- Land Information Office

Maintenance

- Update frequency 8 to 10 years

Standards

- These datasets were developed to generate contours meeting the National Map Accuracy Standards for the scale 1:600. Test points will fall on the correct side of the contours developed from this DTM for ninety percent of all points.

Other Types of Elevation Data

Layer Status

- 2004 LiDAR for the north half of the county
- 2005 for the south half of the county along with 2 foot contours and Triangular Irregular Network (TIN)

Custodian

- Land Information Office

Maintenance

- Update frequency 8 to 10 years

Standards

- The project was undertaken to create a digital terrain model of Jefferson County capable of mapping 2 foot contour intervals
- Merrick and Company flew 2 mapping missions in April of 2004 and April of 2005 to capture LIDAR surface data and aerial photography over Jefferson County. Products derived from this project were Bare Earth Points, Point Cloud, Digital Terrain Model (DTM) and .5' pixel Black and White Orthoimagery.

Orthoimagery

2015 Orthoimagery

Layer Status

- Jefferson County has contracted for Orthoimagery every 4 or 5 years beginning in 1996.
- Color 6 inch pixel 4 band Near Infra-red Orthoimagery was flown in April of 2015 and delivered in October of 2015.
- A Request for Proposal (RFP) process was used to select a Orthoimagery vendor for the 2015 project.

Custodian

- Land Information Office

Maintenance

- Update frequency 4 to 5 years

Standards

- American Society for Photogrammetry and Remote Sensing Accuracy Standards (ASPRS) for Class 1, large scale maps at 1" = 100'.

Historic Orthoimagery

Layer Status

- 2010 color 1 foot pixel,
- 2005 Black and White 6 inch pixel for South half of County
- 2005 Black and White 6 inch pixel for North half of County,
- 2000 Black and White 1 foot pixel
- 1996 Black and White 1 foot pixel

Custodian

- Land Information Office

Maintenance

- Static

Standards

- 1996, 2000 and 2010 - ASPRS standards for 1 inch = 200 feet mapping scale.
2004 and 2005 ASPRS for Class 1, large scale maps at 1 inch = 100 feet.

Other Types of Imagery

e.g., oblique, infra-red, etc.

Layer Status

- April 2008 Oblique Pictometry 625 community (12 inch pixel) and sectors county-wide and 107 neighborhood (5 inch pixel) sectors in developed areas of the county.
- June 2008 flooded areas along the Rock River from the south county boundary to north county boundary during a Federally Declared Disaster.

Custodian

- Land Information Office

Maintenance

- None planned.

Standards

- Proprietary - Pictometry International Incorporated

Address Points and Street Centerlines

Address Point Data

Layer Status

- An address point layer for each principal structure is in the enterprise geodatabase. The address points are joined to the address database maintain in the Property Ownership, Assessment and Tax system by parcel identification number and suffix to accommodate parcels with multiple addresses.

Custodian

- Land Information Office.

Maintenance

Weekly

Standards

- US Postal Addressing Standards Publication 28

Building Footprints

Layer Status

- Building Footprints were compiled in 1994 for cities of Fort Atkinson, Jefferson, Lake Mills, and Waterloo and the Villages of Johnson Creek, Palmyra and Sullivan.

Custodian

- Land Information Office

Maintenance

- No updates planned

Standards

- Manual of Photogrammetry 4th Addition as published by the American Society of Photogrammetry and Remote Sensing Horizontal plus or minus 2.5 feet

Other Types of Address Information

e.g., address ranges

Layer Status

- Address points for Modular Home Park Units.

Custodian

- Land Information Office

Maintenance

- Minimal changes

Standards

- US Postal Addressing Standards Publication 28

Street Centerlines

Layer Status

- Street Centerlines for all public roads and private roads with addressing such as modular home parks

Custodian

- Land Information Office

Maintenance

- weekly

Standards

- US Postal Addressing Standards Publication 28

Rights of Way

Layer Status

- Ingress and egress right of way are contained in the parcel database.

Trails

e.g., recreational trails

Layer Status

- Off Road Bike and Pedestrian Trails and suggested on road bike routes

Custodian

- Land Information Office

Maintenance

- As needed

Standards

- Sufficient spatial accuracy for general guide maps and brochures purposes

Land Use

Current Land Use

Layer Status

- 2008 Land Use Inventory for 16 Townships in Jefferson County

Custodian

- Land Information Office.

Maintenance

- Update Frequency is 8 to 10 years as needed for general planning purposes in conjunction with updated orthoimagery.

Standards

- American Planning Association Land Based Classification Standard.

Future Land Use

Layer Status

- Urban Service Areas, Limited Urban Service Area, 15 Year Growth Areas

Custodian

- Planning and Zoning Department

Maintenance

- Updated with Farmland Preservation Plan every 10 years

Standards

- s. 66.1001, Wis. Stats. Comprehensive planning
- Land Use and Farmland Preservation Plan

Zoning

County General Zoning

Layer Status

- County Zoning - all 16 Towns

Custodian

- Planning and Zoning Department

Maintenance

- Daily – by and large county re-zonings take effect when the Certified Survey Map is recorded in the Register of Deeds

Standards

- Jefferson County Zoning Ordinance No. 11

County Special Purpose Zoning

e.g., shoreland, farmland preservation, floodplain, and airport protection

Layer Status

- Farmland Preservation Areas - all 16 Towns complete

Custodian

- Planning and Zoning Department

Maintenance

- Updated with Farmland Preservation Plan every 10 years

Standards

- s. 66.1001, Wis. Stats. Comprehensive planning
- Land Use and Farmland Preservation Plan

Municipal Zoning Information Maintained by the County

e.g., town, city and village, shoreland, floodplain, airport protection, extra-territorial, temporary zoning for annexed territory, and/or zoning pursuant to a cooperative plan

Layer Status

- Extra-territorial Plat review areas complete
- The County maintains a General Zoning for the Village of Sullivan , Village of Johnson Creek, City of Jefferson and the City of Watertown

Custodian

- Land Information Office is the custodian for Extra-territorial Plat review areas
- Each Village or City is the legal custodian of local zoning.

Maintenance

- Updates are done when the municipalities provide re-zoning or ordinance updates to the county

Standards

- Local Municipal Zoning and Plat Review Ordinances

Administrative Boundaries

Civil Division Boundaries

e.g., towns, city, villages, etc.

Layer Status

- Municipal Boundaries county-wide

Custodian

- Land Information Office

Maintenance

- Updated when annexations or detachments are recorded

Standards

- Spatial alignment to parcel layer

School Districts

Layer Status

- School Districts Boundaries are consistent with school district coding in the Property Ownership , Assessment and Tax Database used to levy school property taxes on individual properties.

Custodian

- Land Information Office

Maintenance

- Boundary changes are made when notified by the Wisconsin Department of Public Instruction.

Standards

- Spatial alignment to parcel layer

Election Boundaries

e.g., voting districts, precincts, wards, voting places, etc.

Layer Status

- Voting Wards - complete
- Supervisory District Boundaries - complete

Custodian

- Land Information Office

Maintenance

- Wards and Supervisory District layers are updated when Annexation and Detachment Ordinances are recorded and amendments to the County Supervisory District Ordinance are enacted.

Standards

- Spatial alignment to parcel layer

Utility Districts

e.g., water, sanitary, electric, etc.

Layer Status

- Sanitary Districts – complete

- Lake Districts - Complete
- Custodian**
- Land Information Office
- Maintenance**
- static
- Standards**
- Spatial alignment to parcel layer

Public Safety

e.g., fire/police districts, emergency service districts, 911 call center service areas, healthcare facilities

Layer Status

- Fire, EMS and Police Districts - complete

Custodian

- Land Information Office

Maintenance

- Updated as notified by municipalities

Standards

- Spatial alignment to parcel layer

Lake Districts

Layer Status

- Lake Districts - complete

Custodian

- Land Information Office

Maintenance

- Static

Standards

- Spatial alignment to parcel layer

Native American Lands

Layer Status

- None

Other Administrative Districts

e.g., county forest land, parks, etc.

Layer Status

- Light Districts -Complete

Custodian

- Land Information Office

Maintenance

- Static

Standards

- Spatial alignment to parcel layer

Other Layers

Hydrography Maintained by County or Value-Added

e.g., hydrography maintained separately from DNR or value-added, such as adjusted to orthos

Layer Status

- Hydrography - extracted surface water break lines from 2004/2005 LiDAR project

Custodian

- Land Information

Maintenance

- Static

Standards

- National Map Accuracy Standards for the scale 1:600.

Cell Phone Towers

Layer Status

- Cell Towers Complete

Custodian

- Land Information

Maintenance

- As notified by Planning and Zoning Permits

Standards

- General location based on orthoimagery

Bridges and Culverts

Layer Status

- Culverts have been collect by GPS for all County Highways
- Bridge inventory is complete for all roads.

Custodian

- Highway Department

Maintenance

- Attributes updated to reflect replacements

Standards

- Standard database procedures, sub-meter positional accuracy

Other

e.g., pipelines, railroads, non-metallic mining, sinkholes, manure storage facilities, etc.

Layer Status

- Railroads are mapped in the parcel layer and in a separate standalone feature class

Custodian

- Land Information office

Maintenance

- Updates are made as tracks are changes

Standards

- Spatial alignment to parcel layer

3 LAND INFORMATION SYSTEM

The WLIP seeks to enable land information systems that are both modernized and integrated. Integration entails the coordination of land records to ensure that land information can be shared, distributed, and used within and between government at all levels, the private sector, and citizens.

One integration requirement is listed under s. 16.967(7)(a)(1), Wis. Stats., which states that counties may apply for grants for:

The design, development, and implementation of a land information system that *contains and integrates*, at a minimum, property and ownership records with boundary information, including a parcel identifier referenced to the U.S. public land survey; tax and assessment information; soil surveys, if available; wetlands identified by the department of natural resources; a modern geodetic reference system; current zoning restrictions; and restrictive covenants.

This chapter describes the design of the county land information system, with focus on how data related to land features and data describing land rights are integrated and made publicly available.

LAND INFORMATION SYSTEM

An orderly method of organizing and managing land information and land records

– Wis. Stats. section 16.967(1)(c)

Current Land Information System

The following entities have major roles in the use and management of land information:

- Residents and Businesses
- Management Information Systems
- Land Information Office
- Register of Deeds
- County Treasurer
- Sheriff/Emergency Management
- Planning and Zoning
- Municipalities
- Local Assessors

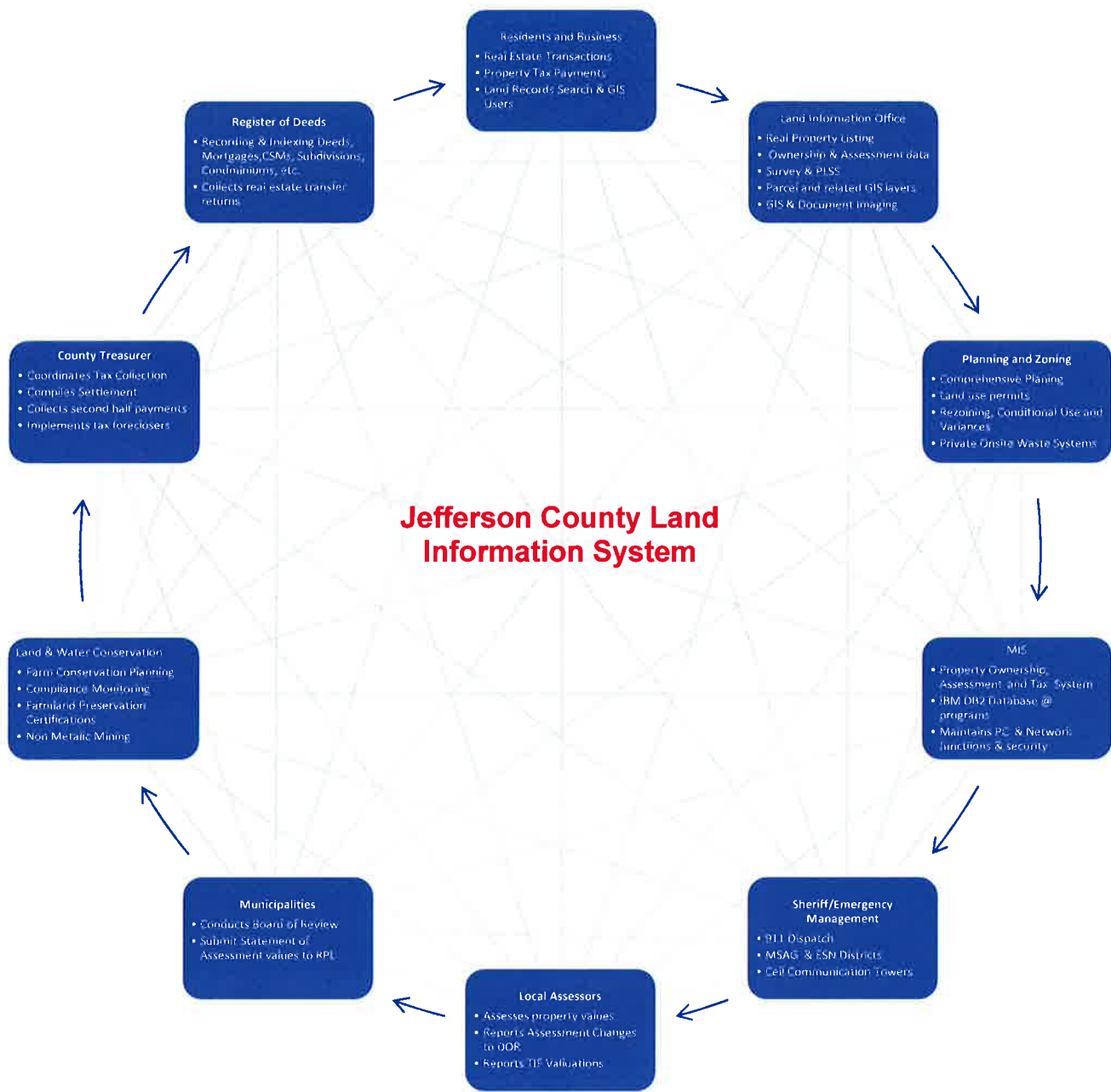


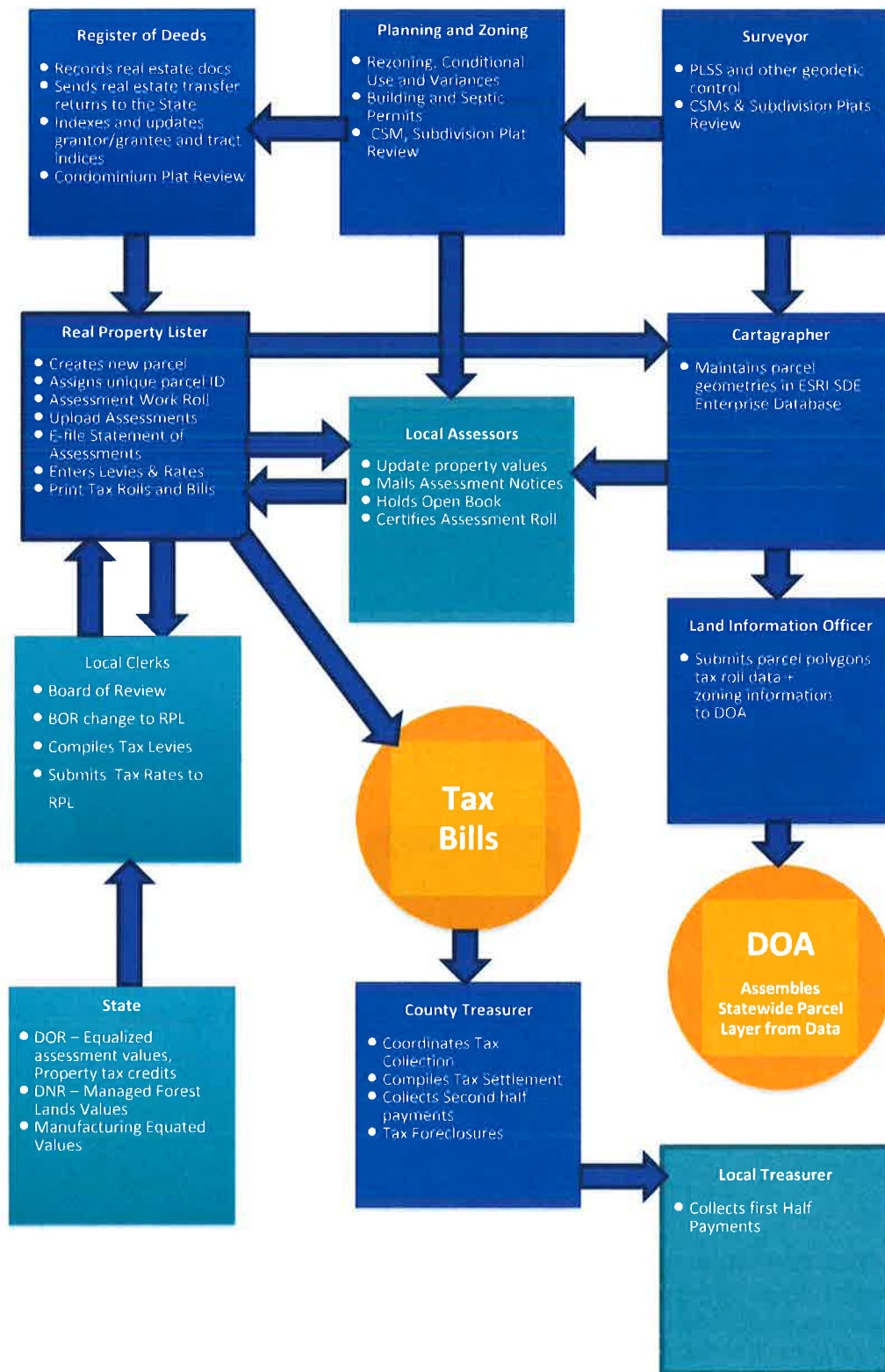
Figure 1. Jefferson County Land Information System

County Parcel Data Workflow Diagram

The workflow diagram for GIS parcel and property assessment and tax workflow depicts:

- Major components of parcel data, referenced by s. 59.72(2)(a), including:
 - 1) parcel polygons, 2) tax roll data, and 3) zoning information
- Integration of parcel polygons with other data/attributes, if applicable
- Departments/offices/staff involved with the creation and maintenance of parcel data

Figure 2 .GIS Parcel and Property Assessment and Tax Workflow



Technology Architecture and Database Design

Geographic Information System

- ESRI ArcGIS, ArcView and ArcGIS Server are the main software components of the GIS system. A storage area network (SAN) that is replicated in a data center about 35 miles away holds all of the geospatial databases in numerous raster and vector formats. These formats include ArcSDE – SQL server Enterprise Geodatabase, File and Personal Geodatabase, MrSID, ESRI Raster and shape.

IBM DB2 Server Databases

- IBM DB2 System database software is utilized to maintain and process most of the County's tabular land information. Property ownership, assessments, taxes, document indexes, grantor/grantee, tract index, land use permits, rezoning, variances and conditional use are the predominant land information held on the IBM System. Support for the IBM system is covered by general government allocations.

Document Imaging System

- FileDirector Document Imaging software is utilized to index, store, and retrieve documents. A SQL Database Server store and manages index information. The document images are store on the SAN and retrievable via the FileDirector Windows Client. A FileDirector Webserver provides named users remote access to images outside the county network. Some records such as tax bill, plats of Survey and PLSS corner record images can be accessed through a second public access webserver.

Computer Networks

- Each major county facility has a computer network of routers and switches that inter-connect by a fiber optic network between each facility.

Metadata and Data Dictionary Practices

- Metadata for map layers is created with ArcCatalog and stored within the geodatabase using ArcCatalog. The metadata generated in this manner is consistent with FGDC Content Standard for Digital Geospatial Metadata. Metadata has been compiled on most major layers and is updated as time allows.

Municipal Data Integration Process

- Local assessors submit assessed values for uploading to the IBM DB2 database for municipality. Assessors provide summaries for review and verification of the upload process. Tax bill information is exported to local Treasurer for first half collection. First half payments are uploaded to the county system for settlement and collection of second half payment. The City of Watertown is the only municipality that collects all payments through the end of July.

Public Access and Website Information

Type of Website	Software or App	3 rd Party or Contractor	URL	Update Frequency/ Cycle
GIS webmapping site	ArcGIS Viewer for Silverlight Application Builder	Symbiont Inc.	http://jeffarcgis.jeffersoncountywi.gov/apps/publicgis/	Weekly
Land records search	PHP	MIS Staff Analysts	http://jeffersoncountyapps.jeffersoncoun tywi.gov/jclrs/LIO/LIO_Search.php	Daily
FileDirector Public Access	FileDirector webserver	Integrated Imaging Inc.	http://fdweb.jeffersoncountywi.gov/filedi rector/web	As records are updated

Data Availability to Public

- The Land Information Office has a fee schedule for making copies of GIS data and other custom services. The fee and service charges are consistent with the Wisconsin's Open Records Law.

Data Sharing Restrictions

- Jefferson County does not restrict use or license data provided under the fee schedule.

Government-to-Government Data Sharing

- Jefferson County has a standing policy of sharing data with other government entities and some non-profits at no charge. Parties receiving this data are required to implement a data sharing agreement that puts some restrictions on the redistribution of data provided under fee waivers.

Training and Education

- Jefferson County is a group member of the Wisconsin Land Information Association and sends three to five staff to the annual conference each year. County Departments are active members of educational organizations such as Land Information Officers Network, Register of Deed Association, County Code Administrators, County Land and Water Conservationist Association and County Treasurer Association.

4 CURRENT AND FUTURE PROJECTS

Project Subheadings

GIS Public Viewer Upgrade for Mobile Users

Project Description/Goal

Reprogramming of the current Public GIS Viewer web application based on MS Silverlight platform to a Java/HTML5 based system. The new application will provide access to users on phones and tablets and other portable devices that are not compatible with MS Silverlight. A GIS consultant has been contracted to complete the project.

Business Drivers

GIS and other land information will be more accessible and easier to find for internal and external users.

Objectives/Measure of Success

Reduce the number of support calls and complaints about issues with the current system mostly due to MS Silverlight.
Reduce prep time for field operations.

Project Timeframes

January 2016.

Responsible Parties

GIS Consultant and Land Information Office

Estimated Budget Information

\$19,700 for consulting services

Historical Parcel Map Scanning

Project Description/Goal

Scan parcel historical parcel maps showing hand drawn land divisions, combinations and deletes for 1996 - 2014. The images will be loaded and indexed into the FileDirector Document Imaging system. The scanned maps will provide computer access and reduce storage needs.

Business Drivers

The parcel maps have become a valuable resource for understanding parcel map updates in past years for inquiries on complicated land divisions. The historical parcel map books for each year are 18 x 24 by about 2 inches thick. They are hard for staff to handle and sort through.

Objectives/Measure of Success

Create a historical record that is easily accessible. Reduce research time on past changes.
Reduce storage space needs and chance of injury from moving heavy books.

Project Timeframes

Land Information staff scanned and indexed books for 2004 to 2013 during 2015. Books for 1996 to 2003 should be completed in 2016

Responsible Parties

Land Information Office

Estimated Budget Information

Project completed with existing staff, software and hardware.

Expand Storage Space Land Information Data

Project Description/Goal

Install additional highly accessible data storage for GIS, document imaging and other digital land information. The existing Storage Area Network (SAN) in the courthouse server room will be expanded 11Tb of usable space. The project will also expand the replication SAN that is about 35 mile from the courthouse

Business Drivers

The current Infinivault storage servers for document imaging and some GIS data have become obsolete. The new space will make the 2012 LiDAR data and 2015 Orthophotography more accessible to GIS technical staff to make better use of data development investments.

Objectives/Measure of Success

Improve GIS Technical staff access to data layers with large storage space requirements. The project will reduce MIS and GIS staff time used for management of storage resources.

Project Timeframes

January 2016 completion

Responsible Parties

SAN Vendor, Network Consultant and MIS

Estimated Budget Information

\$60,000 for contracted mapping

Implement latest GIS and SQL Server software versions

Project Description/Goal

Upgrade Enterprise Geodatabase from 2008 SQL Server Database and all ESRI GIS software to the latest version.

Business Drivers

Latest versions of databases and GIS software will provide better performance and security.

Objectives/Measure of Success

Bring the Enterprise Geodatabase to the most current version of SQL server supported by ESRI GIS software.

Project Timeframes

First quarter of 2016

Responsible Parties

Network Consultant and MIS

Estimated Budget Information

GIS version updates are included in annual support.

Consultant assistance \$2,000

SQL Server Database upgrade costs \$9,200

GIS Analysis of Human Services Client and Incident locations

Project Description/Goal

Implement GIS analysis to improve county resource planning and deployment of county operations. Human Services Department Clients or Incidents will be geocoded to create a spatial location for analysis.

Business Drivers

The geocoded data will provide a better awareness of the distribution of clients and other incidents. Improve management of resources by proximity grouping field service assignments.

Objectives/Measure of Success

Human Service Department managers gain a better understanding of client and incident distribution resulting in improved management and deployment of community services.

Project Timeframes

Second half of 2016

Responsible Parties

Human Services, MIS and Land Information Office

Estimated Budget Information

\$0 – In-house technicians, analysts, software and hardware

Mobile GIS and Data Collection

Project Description/Goal

Utilization of mobile GPS/GIS technology to access, collect and maintain land information during field operations. Eliminate duplication by update databases directly from the field from phones or tablets. Currently information is handwritten and entered on return to the office. Planning and Zoning will utilize this technology for documenting field investigations of ordinance violations. Highway Department will update facility inventory data for signs, culverts and other highway infrastructure. Land and Water Conservation will utilize mobile access to conduct conservation compliance inspections.

Business Drivers

Mobile access will reduce time needed for printing and organizing maps and documents. Database updates from the field will eliminate the need for some manual forms (less paper).

Objectives/Measure of Success

Reduced hand written data collection and improved access to records. Reduced preparation time for field operations

Project Timeframes

1st half of 2016

Responsible Parties

GIS Consultant -Land Information - Planning and Zoning Department - Highway Department Land and Water Conservations

Estimated Budget Information

\$3,000 to \$5,000 GIS Consultant, 4 Mobile Tablets \$2,400

Develop Activity Focused GIS Websites

Project Description/Goal

Develop activity focused GIS websites to provide easily accessible information such as outdoor recreation, highway infrastructure land and water conservation and economic development. These more focused GIS Websites would be contain concentrated subject matter that bring information to the end user in a way that is designed to display needs based information.

Business Drivers

Provides for a better experience in parks, trails and outdoor recreation
Data is coalesced into a platform where end users can easily find what they need
Affords the opportunity to deliver additional information that would be lost in the general GIS Public Viewer

Objectives/Measure of Success

Deliver information that is fast easy to use and mobile

Project Timeframes

Over the next 2 year

Responsible Parties

Land Information Office

Estimated Budget Information

\$0 – In-house technicians

GIS Disaster Damage Assessment tool

Project Description/Goal

Implement a GIS damage assessment tool for structures and crops utilizing property assessment and other databases to rapidly meet FEMA reporting requirements for disaster assistance. Develop GIS programs, procedures and templates for disaster response and recovery.

Business Drivers

Disaster preparedness
Accurate damage reporting
Identification of residents in need of assistance

Objectives/Measure of Success

Identify, assess and report disaster damage. Accurate assessment will help determine appropriate recovery measures and meet FEMA requirements for Federal Disaster Declaration.

Project Timeframes

2017

Responsible Parties

Land Information Office and Emergency Management

Estimated Budget Information

\$0 – In-house GIS technicians

Scan Historical Aerial Photos, Facility Architectural & Highway Construction Plans

Project Description/Goal

Scan and index records such as historical aerial photography, Courthouse, Fair Park, other facility plans and highway construction plans. Historical aerial photography would be georeferenced for display in GIS. The FileDirector Document Imaging System would make facility and highway construction plans readily available to county staff.

Business Drivers

- Preservation of documents
- Improved records access
- Historical land use data on GIS
- Historical drainage patterns for regulatory determinations

Objectives/Measure of Success

- Digitize and organize paper records
- Reduction of storage needs
- Quicker delivery of historical reference information

Project Timeframes

2017 – 2018

Responsible Parties

Land Information and Departmental Record Custodian

Estimated Budget Information

\$25,000 for summer help or outside vendor in 2017 and 2018

Back index recorded documents in grantor/grantee and tract index

Project Description/Goal

Back index recorded documents in grantor/grantee and tract index back to 1955. The computer grantor/grantee index has data going back to 1987. The Register of Deeds Office has been tract indexing prior years as time allows and have completed back to 2001

Business Drivers

- Title searches are required to go back 30 or 60 years in some cases
- Searches through manual indexes are time consuming

Objectives/Measure of Success

Complete Indexing of recorded documents back 1955

Project Timeframes

2017 and 2018 and beyond

Responsible Parties

Indexing Vendor and Register of Deeds

Estimated Budget Information

\$114,841 to index 229682 documents at \$0.50 each – dependent on other project demands

GIS Structures Footprint Layer in Floodplain - Scan Damage Assessment Records

Project Description/Goal

Use 2015 near infrared orthoimagery to identify and digitize building footprints for all structures in the 1% Flood Risk Zones. Scan and index all damage assessment records and link them to the building footprints by parcel number.

Business Drivers

An accurate floodplain structure inventory will facilitate proper notification and inspection of flood damage properties required by FEMA regulations. Flood Risk Maps have been updated two times in recent years changing zone boundaries.

Objectives/Measure of Success

Create a GIS Inventory that can be used for notification and field inspections in addition to emergency preparedness and response. Prior assessments must be evaluated to determine if the property is substantially damaged under FEMA regulations.

Project Timeframes

2016 - 2017

Responsible Parties

Planning and Zoning

Estimated Budget Information

\$10,000 for scanning – GIS inventory by Internal staff

Remapping of Rural Parcel Maps

Project Description/Goal

Use new property surveys subdivision plats and deed information to improve the spatial accuracy of rural parcel mapping and related map layers.

Business Drivers

Improved spatial accuracy of rural parcel maps will provide clearer picture of property ownership.

Objectives/Measure of Success

Current maps sometimes cause some false impressions of property boundaries for some public users with limited knowledge of their accuracy. A successful project provides more accurate information assessors end users. New survey and lots will be easier to add in more accurately mapped areas.

Project Timeframes

The Land Information Office Cartographer has been remapping parcels at a rate of 1,000 per year. Estimated cost to hire a consultant for remapping would be about \$16 per parcel. A strategic initiative grant of \$60,000 would remap about 3750 parcels. About 14,000 of the remaining 22,800 rural parcels would be remapped over a three year time frame.

Responsible Parties

Vendor and Land Information Office

Estimated Budget Information

\$60,000 per year – Contingent on \$50,000 Strategic Initiative Grant with a \$10,000 match

Ongoing Costs Not Associated with a Specific Project

The 2016 Land information training and education budget is \$2,300

The 2016 land information allocation for FileDirector Document Imaging Software and hardware support is \$15,700

The 2016 Annual Support for ESRI GIS software is \$14,400

Replacement of the load balancer is scheduled replacement in early 2016 at a cost of \$9200

Miscellaneous office supplies, printing and postage \$500

Total ongoing costs: \$42,100

Other Long Term Projects Identified by County Departments

Economic Development Consortium

- Develop an automated system for providing community business park features such as site plans, transportation, utilities locations and capacity to assist recruitment of potential new businesses.
- Populate financial characteristic attributes and links to district health reports to the Tax Incremental Finance district GIS layer.
- Develop outdoor recreation database and GIS based search engine to support and promote tourism and small town living meets outdoor recreation branding initiative.
- Implement geospatial driven application to provide economic data such as community profiles and other census data.

Emergency Management

- Develop an interactive web portal for maintaining and displaying the geospatial information in the All Hazards Mitigation Plan and computation of population estimates for hazardous materials (HAZMAT) site planning.
- Develop a GIS road closer application to track and alert 911 dispatch, emergency responders and the general public of closers and alternative routes. Utilize recently completed Inundation mapping for some areas along Lake Koshkonong and the Rock River.
- Develop flood inundation mapping based on stream gauge on Crawfish River near Milford.
- Develop GIS projects, routines and recourses that provide Emergency Operations Center (EOC) personnel with geospatial information that provides a clear situational awareness.
- Implement routines for integrating critical and special facilities GIS data in the Computer-Aided Management of Emergency Operations (CAMEO) program, Aerial Locations of Hazardous Atmospheres (ALOHA) program and the All Hazards Mitigation Plan.
- Create a GIS layer for major pipelines in the county
- Develop an emergency notification GIS that can sent geographically targeted communications to employees, citizens and key stakeholders.
- Implement an interactive system for updating the flood hazard cost estimates in the All Hazards Mitigation Plan by integrating previous damage assessment data with the 2009 Flood Insurance Rate Maps (FIRM) and the upcoming floodplain restudy of the Rock River

Fair Park

- Scan and Index Fair Park Architectural and Development Plans

Department: Highway

- Develop an GIS inventory of storm water, curb and gutter and lighting facilities
- Develop a Traffic Code GIS layer to assist in sign placement and pavement marking for no passing zones on county highways
- Implement GIS traffic safety analysis that incorporates the state accident database with the accident GIS layer.

- Incorporate town road record index maps into GIS mapping system with road segment links to town road resolution documents

Human Services

- Implement an automated GIS application for routing and scheduling of the volunteer driver program. The program coordinates the transportation needs of elderly/disabled people with about 15 volunteer drivers, part time staff drivers and the veterans van. All drivers have variable availability and home locations.

Land and Water Conservation

- Scan and rectify historical aerial photographs for GIS overlay.
- Update non-metallic mining portion of the property assessment and tax system to facilitate data input, permit tracking and data distribution.
- Implement program oriented web mapping services for distribution of land and water conservation program data to internal and external customers.
- Develop a one meter grid surface GIS layer from 2004/2005 terrain mapping for conservation project analysis.
- Integrate national agriculture statistics land cover layer into GIS holdings for crop change monitoring.
- Correlate surface water data for rivers, lakes, streams, ponds and ditches to the terrain model to identify drainage patterns and watershed boundaries.
- Develop metadata for all county-wide map layers maintained for land and water conservation purposes.
- Maintain a GIS layer for all permanent agriculture or conservation easements.
- Develop an aquatic invasive species inventory GIS layer and distribute this data on a web mapping application.
- Incorporate DNR well data closer into a GIS Layer.

Land Information Office

- Integrate Pictometry image data into internal ArcGIS server application.
- Develop a dashboard web page to incorporate Land Record Search, document imaging and GIS capabilities into one web browser application.
- Update county-wide terrain model developed in 2004/2005 with a new LIDAR acquisition. The Highway 26 corridor would be the highest priority.
- Integrate continuity of operations and disaster recovery plans to facilitate rapid redeployment of land records data and applications that support the Emergency Operations Center (EOC) and other critical land information services.

Management Information Systems

- Move appropriate GIS data to cloud based storage.

Parks

- Develop county trail, park and natural area facilities mapping to inventory, manage and promote park and outdoor recreation amenities.

- Implement biking and water trail suitability assessment system for roadways and waterways designated for biking and paddling.
- Use GIS modeling capabilities to develop a Land Evaluation and Site Assessment (LESA) system to locate and assess potential sites for land and river based parks, natural areas, and land or water trail linkages for outdoor recreation.

Planning and Zoning Department

- Create a City and Village Master Plan GIS layer for land use assessments.
- Develop a flood damage assessment application to integrate GIS, property assessment, Survey and FEMA assessment data from past and future flood events to evaluate substantial flood damage. Facilitate sharing of damage assessment data for ongoing mitigation efforts. Scan and link previous flood damage assessment paper records to damage assessment system.
- Develop database and GIS application for rezoning, conditional use and variance petitions to streamline workflows of applications, map compilation and finding of the facts to minimize duplication of data entry
- Implement workflow processing for appropriate land records processes that require actions by several county staff and or departments such as land divisions approval, intensive agricultural permits, non-metallic mining and shore land permitting.
- Develop a GPS and GIS application to map new and replacement private sanitary sewage system components during the inspection process.
- Scan Drainage District records for active and inactive drains for permanent records retention.

Register of Deeds

- Develop an internet search application for the general public and title searchers that doesn't require access to Jefferson County Register of Deeds indexes or documents on a regular basis. The search program would provide ability to find and acquire documents copies that might otherwise require an office visit or staff search and retrieval.
- Develop a Tract Index GIS layer to be linked to the tract index and other search programs for quick access to parcel maps and other geospatial data.

Sheriff's Department

- Integrate state accident database with accident mapping GIS layer for geospatial analysis.
- Develop crime-mapping analysis that utilizes the Sheriff Department records system databases.

County Treasurer

- Implement remote posting and collection system for taxes collected by local treasurers to improve the accuracy and timeliness of county tax payment records during first payment collection process.

Fair Park

- Develop facilities mapping to inventory and management Fair Park amenities such as building, electrical, gas, water, roads, camping areas and other features. An up to date facilities map will assist in asset management, emergency planning, event planning and Fair Park promotion.

Highway Department

- Utilize GPS Automatic Vehicle Location (AVL) data from snowplowing management system to manage highway department resources for maintenance and construction activities. The project was completed through the Wisconsin DOT Maintenance Decision Support System (MDSS).
- Develop GIS layers for bridges and culverts
- Develop a sign inventory GIS layer utilizing data collected with reflectometer readings

Land and Water Conservation

- Implement database collection and reporting software to meet requirements of Wisconsin Administrative Code NR 151 performance standards and prohibitions for agricultural facilities and practices.
- Develop geoPDF or similar technology to distribute geospatial data to nutrient management consultants and others.
- Maintain a GIS layer for all permanent agriculture or conservation easements.

Land Information Office

- Replace internal GIS Interface use by about 30 county staff with an internet based ArcGIS server application. Users numbers are currently limited by Arcview 3.2a licenses
- Replace the Public GIS website that is now based on ArcIMS software with an ArcGIS Server application.
- Update county-wide terrain model developed in 2004/2005 with a new LIDAR acquisition. The Highway 26 corridor would be the highest priority.

Management Information Systems

- Deploy reverse proxy technology to increase data and system security by moving web based server applications behind firewall.
- Consolidate land information servers through virtualization.
- Upgrade Storage Area Network (SAN) to accommodate increasing data volume requirements for redundant land information data storage.
- Upgrade data backup systems for offsite archiving of land information.
- Integrate continuity of operations and disaster recovery plans to facilitate rapid redeployment of land records data and applications that support the Emergency Operations Center (EOC) and other critical land information services.

- Increase internet bandwidth available for expanding web based land information applications.
- Develop a GIS layer for fiber optics lines, data centers and switch locations.

Planning and Zoning Department

- Revise and develop database, GIS and imaging applications to meet Working Lands Initiative reporting requirements under chapter 91 Wisconsin Statutes subject to Farmland Preservation Plan and Ordinance recertification.
- Revise and develop database, GIS and Imaging applications for private sanitary sewage system inventory, pumping, compliance monitoring and reporting as required under Wisconsin Administrative Code 83.54.
- Scan and enter pre-2001 zoning and private onsite waste treatment system violation files including violations for Rubidell Campground lots from 1994 to 2010.

Register of Deeds

- Develop an imaging application to scan and index grantee/grantor indexes that cover years 1838 to 1986. Scanning and indexing of about 85,000 pages into this application will provide computer access the index pages and preserve these documents for disaster recovery.
- Complete scanning and indexing of recorded documents that include deed volumes 1 to 116 (approx. 70,000 pages), files cabinet documents 58 through 78 (approx. 50,000 pages), miscellaneous volumes 1 to 27 (approx. 20,000 pages), and 3 land patent books approx. 2,000 pages. Also review certified survey map images for rescanning and replacement of poor quality images.
- Further development of tract index application data entry and search capabilities.
- Enhance processing capabilities of electronic recording of documents by adding additional monitors to staff workstations. Configure imaging system filer program for automatic import electronic documents that have been processed.

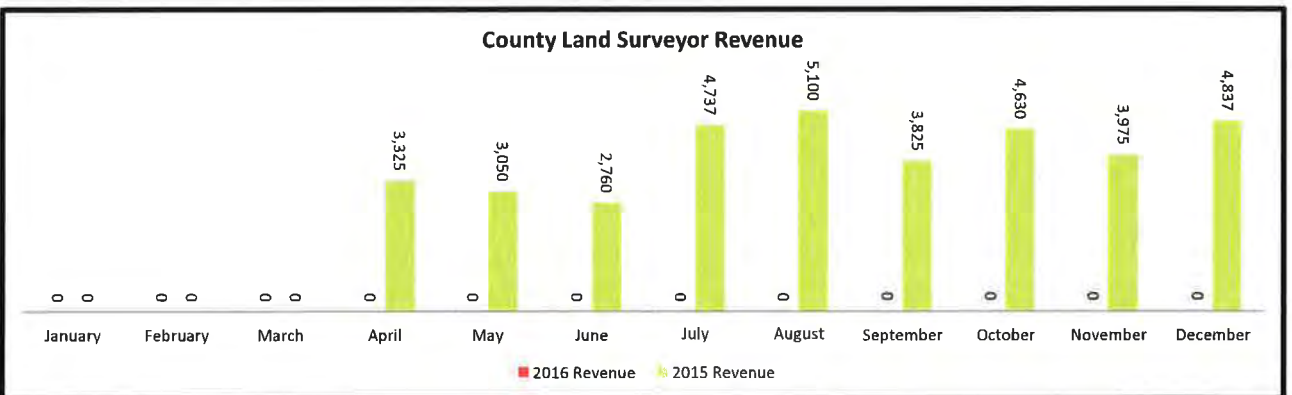
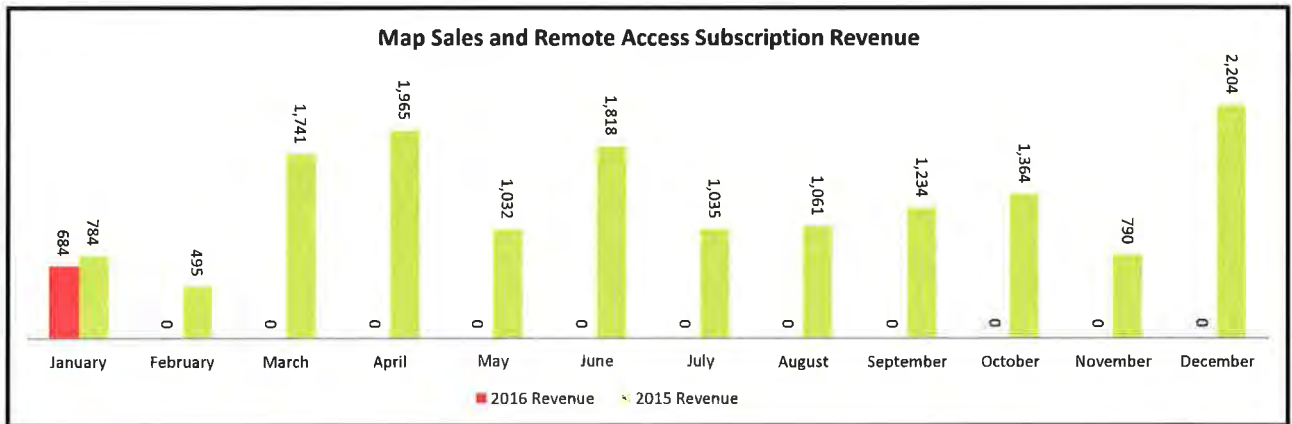
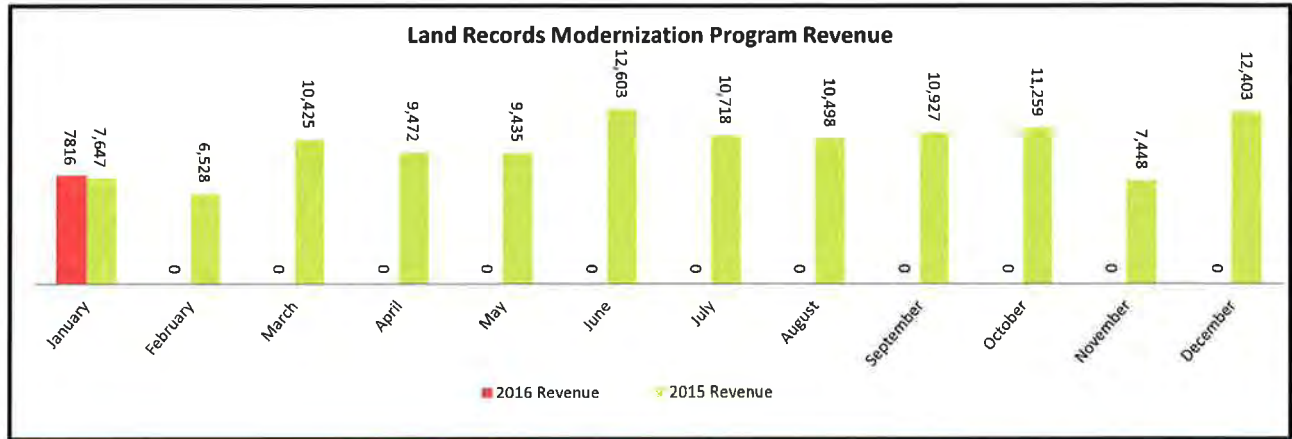
Sheriff's Department

- Develop GPS based automated vehicle location system to manage emergency response resources.

County Treasurer

- Scan and index historical tax rolls from 1915 to 1995

2016 Land Information Office Monthly Revenue Chart Comparison to Prior Year



[Work Page](#) |
 [Zoning Receipt](#) |
 [Solid Waste](#) |
 [Receipt Look-up](#) |
 [Reporting](#)

Jefferson County Planning and Zoning Department

Enter Year:

PDF: Excel:

Enter 2015 Actual Zoning Deposit:

Enter 2016 Budget Revenues:

MTH	Other Permits/LU 7101.432099	Private Parties Copies/Maps 7101.451002	Municipal Copies/Printing 7101.472003	Private Sewage System (County) 7101.432002	Soil Testing Fee 7101.458010	Farmland Qualifying Acreage Schedule 7101.458015	Farmland Agreement App 7101.458014	Farmland Preservation Fee/ Certs 7101.458001	Septic Replacement Fee/ Wis Fund 7101.458002	Wisconsin Fund Grants 7102.421001	Refunds	2016 Totals	2015 Totals	2015-2016 Difference
Jan	4,965.00	847.05		2,025.00	800.00							8,637.05	8,804.30	-167.25
Feb	10,960.00	22.83		525.00	200.00							11,707.83	12,225.00	-517.17
Mar													13,723.08	-13723.08
Apr													21,084.94	-21084.94
May													18,699.86	-18699.86
June													23,338.49	-23338.49
July													19,649.36	-19649.36
Aug													23,391.58	-23391.58
Sept													15,947.01	-15947.01
Oct													19,384.08	-19384.08
Nov													9,650.29	-9650.29
Dec													8,370.42	-8370.42
Total	15,925.00	869.88		2,550.00	1,000.00							20,344.88	194,268.41	-173923.53

2015 Actual Zoning Deposit: \$188,608.41

2016 Budget Revenues: \$191,400.00

2016 Deposits YTD: \$20,344.88

City of Dexter, MO
Friday, February 19, 2016

Chapter 205. Animal Regulations

Section 205.010. Definitions.

[Ord. No. 3801 §§1 — 2(73.010), 12-18-1995]

As used in this Chapter, the following words shall have the meaning ascribed to them in this Section, unless the context otherwise indicates:

ANIMAL

Any four-legged beast of the animal world or any bird, fowl or reptile, both male and female, otherwise lawfully within the City of Dexter.

AT LARGE

Off the premises of the owner or keeper of such dog, cat or other animal and not on a leash controlled by some person physically able to prevent the dog, cat or other animal from escaping.

CAT

Any of a family (felidae) of the domestic cat, both male and female.

DOG

All animals of the canine species, both male and female.

LEASH

A leash, cord, chain, leather strap or line for leading or restraining a dog, cat or other animal and being no longer than six (6) feet in length.

OWNER OR KEEPER

Any person owning, keeping, bringing in or harboring a dog, cat or other animal within the corporate limits of the City of Dexter.

Section 205.020. Proof of Inoculation Required.

[Ord. No. 3801 §3(73.020), 12-18-1995; Ord. No. 4427 §§1 — 2, 10-16-2006]

All dogs, cats and other animals found within the City without an inoculation tag issued by a duly licensed veterinarian showing vaccination against rabies for the current twelve (12) months shall be considered as strays and may be given up for adoption or disposed of after one (1) week from the time they are picked up. Non-stray animals shall be handled in accordance with the provisions of Section **205.050**. Such inoculation requirement shall not apply to any dog, cat or other animal less than six (6) months of age.

Section 205.030. Restraint of Dogs, Cats and Other Animals.

[Ord. No. 3801 §4(73.030), 12-18-1995]

The owner or keeper of any dog, cat or other animal within the limits of the City of Dexter, Missouri, shall keep said dog, cat or other animal restrained or confined on the premises occupied by the owner or keeper thereof, except that such owner or keeper may permit such dog, cat or other animal to be held by a leash when walking or running over any street, alley, thoroughfare or public park or grounds within the corporate limits of the City.

Section 205.040. Animal Waste To Be Removed From Public and Private Property.

[Ord. No. 4102 §§1 — 2, 6-4-2001]

- A. Any owner, keeper or handler of any dog, cat or other animal shall promptly remove and dispose of all feces left by such animal on any public property and/or on any private property not owned by or lawfully occupied by such person.
- B. Any person who is convicted of violation of this Section shall be fined not less than ten dollars (\$10.00) nor more than fifty dollars (\$50.00) for each such violation.

Section 205.050. Impoundment of Dogs, Cats and Other Animals.

[Ord. No. 3801 §5(73.040), 12-18-1995]

Any dog or cat or other animal running at large or in violation of the leash law may be picked up and impounded by the City Police or any employee of the City, and the owner or keeper thereof notified as soon as is reasonably possible. An owner or keeper redeeming a dog or cat or other animal from impoundment shall, before release, pay an impoundment charge of five dollars (\$5.00) plus boarding charges for each twenty-four (24) hours or fraction thereof that such dog, cat or other animal has been impounded. If the owner or keeper of an impounded dog, cat or other animal cannot be identified and found, or if an impounded dog, cat or other animal is not redeemed by the owner or keeper within seven (7) days after impoundment, such dog, cat or other animal may be given up for adoption or disposed of in a humane manner. Cost of same shall be charged to the owner or keeper thereof, if such owner or keeper can be identified.

Section 205.060. Adoption of Unclaimed Animals — Procedure.

[Ord. No. 4082 §1(73.045), 1-16-2001]

- A. Any dog or cat which has been impounded by the City of Dexter and remains unclaimed by its owner or keeper for a period of seven (7) days from the date of impoundment may be put up for adoption according to the following terms:
1. A person wishing to adopt an unclaimed animal must fill out an application and enter into a contract with the City of Dexter to have the animal spayed or neutered within six (6) months from the date of adoption.
 2. Any resident of the City adopting an animal must purchase a City animal license within fifteen (15) days from the date of adoption.

Section 205.070. Interference With Officers.

[Ord. No. 3801 §6(73.050), 12-18-1995]

It shall be unlawful for any unauthorized person to break open the pound or to attempt to do so, or to take or let out any dog, cat or other animal therefrom, or to take or attempt to take from any City officer any dog, cat or other animal taken up by such officer in compliance with this Chapter or in any manner to interfere with or hinder such officer in the discharge of that officer's duties under this Section.

Section 205.071. Behavior Toward Law Enforcement Dog.

[Ord. No. 4421 §1, 9-5-2006]

- A. No person shall taunt, torment, tease, strike, interfere with, endanger, injure or kill or administer or subject any desensitizing drugs, chemicals or substance to any dog used by a Law Enforcement Officer in the performance of his duties or when the dog is placed in a kennel or any enclosure while off duty.
- B. This Section shall not apply to authorized care administered by a validly licensed veterinarian.

Section 205.080. Dangerous or Vicious Dogs, Cats or Other Animals.

[Ord. No. 3801 §7(73.060), 12-18-1995; Ord. No. 4465 §1, 7-16-2007]

- A. It shall be unlawful for any person to keep, harbor or bring within this City any dangerous or vicious dog, cat or other animal, knowing the same to be dangerous or vicious, and suffer or permit the same to be or run at large upon any public street, sidewalk or thoroughfare, or on the premises of persons other than the owner or keeper, within the City of Dexter. Any dog, cat or other animal that has attacked any person, or which has bitten any person, or which habitually attacks other dogs, cats or animals in the City is declared to be dangerous and may be impounded in accordance with Section **205.050**, provided that the same shall have

occurred off the premises of the owner or keeper. If a dog, cat or other animal found running at large in violation of this Chapter of the City Code cannot safely be taken up and impounded, the Chief of Police of the City of Dexter, or any of his/her deputies or assistants, may kill the same.

- B. It shall be unlawful for any person to own, keep, harbor or allow to be in or upon his/her premises any of the following breeds of dogs whether full-blooded or mixed: Pit Bull Terrier, American Staffordshire Terrier or Bull Terrier.

Section 205.090. Barking and Annoying Dogs, Cats or Other Animals.

[Ord. No. 3801 §8(73.070), 12-18-1995]

No person shall own, keep or harbor upon his/her premises any dog, cat or other animal that by loud or frequent or habitual barking, yelping or howling or by threat of attacking or biting causes fear or annoyance to neighbors or to persons passing upon the streets or sidewalks, and the same is also hereby declared to be a public nuisance.

Section 205.100. Animal Abuse.

- A. A person is guilty of animal abuse when a person:
1. Intentionally or purposely kills an animal in any manner not allowed by or expressly exempted from the provisions of Sections 578.005 to 578.023 and 273.030, RSMo.;
 2. Purposely or intentionally causes injury or suffering to an animal; or
 3. Having ownership or custody of an animal knowingly fails to provide adequate care or adequate control.

[1]: Note — *Under certain circumstances this offense can be a felony under state law.*

Section 205.110. Animal Neglect or Abandonment.

- A. A person is guilty of animal neglect when he/she has custody or ownership or both of an animal and fails to provide adequate care or adequate control which results in substantial harm to the animal.
- B. A person is guilty of animal abandonment when he/she has knowingly abandoned an animal in any place without making provisions for its adequate care.
- C. Animal neglect or animal abandonment are ordinance violations. For a first (1st) offense of either violation, a term of imprisonment not to exceed fifteen (15) days, or a fine not to exceed five hundred dollars (\$500.00), or both such fine and imprisonment may be imposed. For a second (2nd) or subsequent violation of either offense, a term of imprisonment not to exceed ninety (90) days, or a fine not to exceed five

hundred dollars (\$500.00), or both such fine and imprisonment may be imposed. All fines and penalties for a first (1st) conviction of animal neglect or animal abandonment may be waived by the court provided that the person found guilty of animal neglect or abandonment shows that adequate, permanent remedies for the neglect or abandonment have been made. Reasonable costs incurred for the care and maintenance of neglected or abandoned animals may not be waived.

- D. In addition to any other penalty imposed by this Section, the court may order a person found guilty of animal neglect or animal abandonment to pay all reasonable costs and expenses necessary for:
1. The care and maintenance of neglected or abandoned animals within the person's custody or ownership;
 2. The disposal of any dead or diseased animals within the person's custody or ownership;
 3. The reduction of resulting organic debris affecting the immediate area of the neglect or abandonment; and
 4. The avoidance or minimization of any public health risks created by the neglect or abandonment of the animals.

Section 205.120. Knowingly Releasing An Animal.

- A. A person commits the offense of knowingly releasing an animal if that person, acting without the consent of the owner or custodian of an animal, intentionally releases any animal that is lawfully confined for the purpose of companionship or protection of persons or property or for recreation, exhibition or educational purposes.
- B. As used in this Section, "*animal*" means every living creature, domesticated or wild, but not including *Homo sapiens*.
- C. The provisions of this Section shall not apply to a public servant acting in the course of such servant's official duties.

Section 205.130. Kennels.

[Ord. No. 3801 §12(73.110), 12-18-1995]

Any person who shall own or keep or harbor upon his/her premises more than six (6) dogs and/or six (6) cats which are over the age of six (6) months shall be deemed to be the owner or keeper of a dog or cat kennel.

Section 205.140. Rabies.

[Ord. No. 3801 §13(73.120), 12-18-1995]

- A. The owner or keeper of any dog, cat or of any other animal subject to contracting rabies and to vaccinate against the same and who shall own, keep or bring such dog, cat or other animal within the corporate limits of

the City of Dexter shall have such dog, cat or other animal vaccinated against rabies and display the proper metal tag as provided by the veterinary, and the owner or keeper thereof shall have in their possession a current certificate issued by a licensed doctor of veterinary medicine certifying that such dog, cat or other animal has been vaccinated against the disease of rabies.

- B. *Unvaccinated Animals.* Any dog, cat or other animal referenced in Subsection (A) hereof, which is found within the corporate limits of the City of Dexter, and which has not been vaccinated against rabies, may be impounded or destroyed in accordance with this Chapter.

Section 205.150. Quarantine.

[Ord. No. 3801 §14(73.130), 12-18-1995]

- A. *Order Of Quarantine Generally.* The Board of Aldermen of the City of Dexter, Missouri, shall have the power and authority at any time it shall deem it necessary for the protection of the public peace, health, welfare and safety against the disease known as rabies to issue an order to quarantine and it shall be the duty of any person who owns, controls, possesses, keeps or has in custody any dog, cat or other subject to rabies strictly to comply with such quarantine order. Notice of such quarantine order shall be given by posting copies thereof in at least six (6) public places within the City or by publication in some newspaper published within the City, provided however that the Board of Aldermen shall have the power and authority at any time to cancel and recall such quarantine order.
- B. *Animals To Be Confined.* During the time any quarantine order issued by the Board of Aldermen pursuant to this Section shall be and remain in force, all persons owning, keeping or having in their custody and control any dog, cat or other animal within the corporate limits of the City of Dexter shall confine such dog, cat or other animal upon their premises, unless such dog, cat or other animal shall be muzzled, attached to a leash, and held by a competent person.
- C. *Quarantine Of A Dog, Cat Or Other Animal.* Owners or keepers of a dog, cat or other animal which has bitten a person or another animal, or which acts in a suspicious manner suggesting rabies, or which is viciously inclined, whether the same occurs upon the premises of such owner or keeper or elsewhere, and who owns, keeps or brings within the City of Dexter such dog, cat or other animal shall, upon receipt of written notice from the Chief of Police or any of his/her deputies or assistants, impound such dog, cat or other animal for a period of fourteen (14) days for rabies observation. Such dog, cat or other animal so impounded or quarantined shall be kept in such manner that neither human beings nor other animals can be bitten during such period of observation.

Section 205.160. Violation Is An Offense.

[Ord. No. 3801 §15(73.140), 12-18-1995]

Any owner or keeper of a dog, cat or other animal, or any person in charge of or having custody and control of a dog, cat or other animal, who shall violate

any provision of this Chapter shall be deemed guilty of a misdemeanor and upon conviction thereof shall be subject to a fine of not less than ten dollars (\$10.00) and not more than fifty dollars (\$50.00). Each and every occurrence shall be an additional violation and a separate offense subject to fine.

Section 205.170. Exotic Animals Prohibited.

[Ord. No. 3801 §16(73.150), 12-18-1995; Ord. No. 3983 §§1 — 2, 6-7-1999; Ord. No. 4173 §§1 — 2, 5-20-2002]

- A. It shall be unlawful for any person to possess, own or otherwise have under his/her custody or control any lion, Canada lynx, bobcat, jaguarundi, hyena, wolf, coyote, python, boa constrictor or any deadly, dangerous or poisonous reptile or animal in any place within the City of Dexter other than a properly maintained zoological park, circus, scientific or educational institution, research laboratory or veterinary hospital.
- B. Any person, persons, firm or corporation violating this Chapter shall be deemed guilty of a misdemeanor and upon conviction shall be fined not less than one dollar (\$1.00) nor more than five hundred dollars (\$500.00).

**RECOMMENDATIONS AS TO LEGISLATION THAT IMPACTS
PLANNING, ZONING, AND LAND USE LAWS****DOOR COUNTY****TO THE DOOR COUNTY BOARD OF SUPERVISORS:**

1 **WHEREAS**, Door County requested, by adoption of Resolution 2015-58 on June 23, 2015, that Item
2 #23 of Motion #520, §§ 1922am – 1922L of the biennial budget bill, representing proposed revisions to §
3 59.692, Wis. Stats., Zoning of Shorelands, be removed from the biennial budget bill and addressed in
4 stand-alone legislation. This request, although echoed by dozens of other counties, fell on deaf ears.

5
6 **WHEREAS**, 2015 Wisconsin Act 55 (the biennial budget bill), including the revisions to § 59.692, Wis.
7 Stats., was enacted on July 12, 2015, published July 13, 2015, and in full force and effect from and after
8 July 14, 2015, significantly and immediately changing the state's shoreland zoning policy, purpose, and
9 regulations. These changes were enacted without meaningful notice, public input opportunity, review by
10 and input from local units of government, or analysis by the Wisconsin Department of Natural Resources.

11
12 **WHEREAS**, Predictably, the manner in which this legislation came about has resulted in a general
13 state of confusion as to interpretation and implementation of the 2015 Wisconsin Act 55 shoreland zoning
14 revisions. Opinions and interpretations have been put forth by the Wisconsin Department of Natural
15 Resources (DNR), the Wisconsin Counties Association (WCA), the Wisconsin Legislative Council, and
16 others regarding the meaning and impact of the 2015 Wisconsin Act 55 shoreland zoning revisions. These
17 opinions and interpretations are not entirely consistent regarding the interplay of the 2015 Wisconsin Act
18 55 shoreland zoning revisions with existing law, including Ch. NR 115, Wis. Adm. Code ["NR 115"] and
19 §§ 59.69, 59.692, and 281, Wis. Stats. Consequently, there is a lack of clear guidance regarding what the
20 2015 Wisconsin Act 55 shoreland zoning revisions require and allow, and a resulting uncertainty as to
21 implementation, administration, and enforcement of shoreland zoning at the county level.

22
23 **WHEREAS**, Wisconsin counties have been authorized by state statutes since 1968 to enact and
24 administer general zoning regulations in towns choosing to be subject to those regulations. The
25 enabling legislation is currently codified in § 59.69, Wis. Stats.

26
27 **WHEREAS**, Wisconsin counties have been required by state statutes since 1968 to enact and
28 administer shoreland zoning regulations. The enabling legislation is codified in § 59.692, Wis. Stats., with
29 rules and standards promulgated by the DNR and set forth in NR 115.

30
31 **WHEREAS**, State statutes dictate the process by which counties may revise shoreland or zoning
32 regulations, said process typically involves numerous steps and notifications and opportunities for
33 town board and public input. This process generally takes anywhere from 4-8 weeks to complete.

34
35 **WHEREAS**, Subsequent to enactment of the 2015 Wisconsin Act 55 shoreland zoning revisions, a
36 number of bills were proposed, including AB563, AB582, AB583 and AB600, that impact planning,
37 zoning and land-use at the local level. These bills were introduced one week, and several were sent
38 to public hearing the next, offering little or no opportunity for public input, or analysis by state or local
39 regulators of the meaning of the bills or how the proposed laws would interact with existing laws.

40
41 **WHEREAS**, The development community and property owners typically seek information from
42 county code administrators regarding pertinent zoning regulations months before submitting final
43 applications, relying on the code administrators to provide accurate information as to the zoning
44 regulations surrounding a project. The changes brought about by the 2015 Wisconsin Act 55 shoreland
45 zoning revisions, and the piecemeal bills subsequently introduced and fast-tracked, have created a
46 climate of uncertainty and frustration for the development community, property owners, and county
47 code administrators, all of which contributes to a loss of efficiency and productivity.



DOOR COUNTY

RECOMMENDATIONS AS TO LEGISLATION THAT IMPACTS PLANNING, ZONING, AND LAND USE LAWS

ROLL CALL Board Members	Aye	Nay	Exc.
AUSTAD			
BACON			
BRANN			
BUR			
ENGLEBERT			
ENIGL			
FISHER			
GUNNLAUGSSON			
HAINES			
HALSTEAD			
KOCH			
KOHOUT			
KOK			
LIENAU			
MOELLER			
NEINAS			
SCHULTZ			
SITTE			
SOHNS			
VIRLEE			
ZIPPERER			

BOARD ACTION

Vote Required: Majority Vote of a Quorum

Motion to Approve Adopted ☒

1st Fisher Defeated ☐

2nd Kohout

Yes: _____ No: _____ Exc: _____

Reviewed by:

[Signature], Corp. Counsel

Reviewed by: [Signature], Administrator

FISCAL IMPACT: Adoption of this resolution will not have a fiscal impact. MEJ

Certification:

I, Jill M. Lau, Clerk of Door County, hereby certify that the above is a true and correct copy of a resolution that was adopted on the 26th day of January, 2016 by the Door County Board of Supervisors.

Jill M. Lau
Jill M. Lau
County Clerk, Door County

1 **NOW, THEREFORE, BE IT RESOLVED**, that the Door County Board
2 of Supervisors respectfully requests that the legislature discontinue the
3 practice of putting forth and fast-tracking piecemeal bills regarding planning,
4 zoning, and land use.

5
6 **BE IT FURTHER RESOLVED**, that the Door County Board of
7 Supervisors urges the state legislature to instead adopt a systematic review
8 by a group of primary stakeholders of state laws (existing or proposed) that
9 impact planning, zoning, and land use, with a concurrent process involving
10 notice and public input opportunities. This will result in the thoughtful and
11 deliberate consideration that is certainly due planning, zoning, and land use
12 laws.

13
14 **BE IT FURTHER RESOLVED**, by the Door County Board of
15 Supervisors, that Door County would welcome the opportunity to participate
16 in comprehensive, collaborative discussions, public listening sessions, and
17 hearings regarding state shoreland and comprehensive zoning regulations
18 to discuss manners in which each could be improved.

19
20 **BE IT FURTHER RESOLVED**, that the County Clerk is to forward
21 copies of this resolution to Governor Scott Walker, the Secretary of the DNR
22 of the State of Wisconsin, all members of the Wisconsin Legislature, and
23 each county in the State of Wisconsin.

SUBMITTED BY: RESOURCE PLANNING COMMITTEE

Kenneth Fisher
Kenneth Fisher, Chair

Susan Kohout
Susan Kohout

David Lienau
David Lienau

David Enigl
David Enigl

Don Sitte
Don Sitte