

## Buffalo County Minutes

<b><u>Committee/Board:</u></b>	Land Use Committee
<b><u>Date of Meeting:</u></b>	June 10, 2020
<b><u>Electronic and Hardcopy Filing Date:</u></b>	June 15, 2020

The meeting of the Land Use Committee was called to order by Mr. Owecke, Zoning Administrator at 9:00 a.m. Roll call showed that Dwight Ruff, Steve Nelson, David Danzinger, Max Weiss, Mary Anne McMillan Urell, were present. Others present for all or part of the meeting include Mike Owecke, Zoning Administrator, Julie Lindstrom, Zoning Administrative Assistant, Briar Golden, Zoning Specialist, Sonya Hansen, County Administrative Coordinator, Jason Poser, Land Information/GIS County Staff, Carol Burmeister, Register of Deeds; Tina Anibas, County Treasurer, Karen Baader. Others may have been present that were not acknowledged.

Selection of Chairman. Ms. McMillan Urell nominated Mr. Danzinger as Chairman, Mr. Ruff nominated Mr. Weiss as Chairman. Mr. Owecke called for other nominations twice more. Motion by Mr. Ruff, seconded by Ms. McMillan Urell to close nominations and cast a paper ballot for Chairman of the Land Use Committee. Ballot showed Mr. Weiss 3 votes, Mr. Danzinger, 2 votes. Mr. Weiss is the Chairman of the Land Use Committee.

Selection of Vice Chairman. Ms. McMillan Urell nominated Mr. Danzinger for Vice Chairman. Mr. Weiss called for nominations twice more. Being no more nominations, motion by Mr. Ruff to close nominations and cast an unanimous ballot for Mr. Danzinger as Vice Chairman.

There were no public comments relating to the agenda.

Minutes. Motion by Ms. McMillan Urell, seconded by Mr. Ruff to approve the minutes from the Land Information Committee Meetings from March 6, 2020 & March 13, 2020 and minutes from the November 14, 2019 Zoning Committee meeting as printed. All in favor. Carried.

Land Information/GIS Report. Mr. Poser reported that the 2020 Land Information meetings have been concluded. There were 120 participants in a virtual setting, which included 5 sessions and 2 workshops. Working with Itechra on servers with lingering IT issues.

Surveyor Report. Ron Jaspersen from Auth Consulting. Finishing re-monumentation in the Town of Waumandee; 18 monuments completed and 4 left. Should be done with the field work by the end of June and paperwork should be completed by the end of July. Currently working with Ms. Hansen to write a contract to re-monument in the Town of Belvidere.

Zoning Department 2019 Annual Report. Mr. Owecke provided an overview of the Zoning Department 2019 Annual Report. He explained that Uniform Address Ordinance was adopted by the County Board of Supervisors in conjunction with the new address signs. All new address signs were not installed last fall. This spring two seasonal Highway Department staff finished the four Towns that were not completed last fall. Lange will finish the project by installing road signs. Now the County would like to provide each Town Board with a list to verify the current addresses in their Town. Signs will be ordered in cases where there are old signs that still need to be replaced. It was determined that the large hard copy address map will still need to be printed and distributed to the County EMT's and fire departments. Currently these emergency responders still use maps to determine the closest routes when emergency calls come in. Mr. Poser explained that the County 911 data is up to date, however EMT's and fire departments do not have our addressing data.

Mr. Poser stated that moving forward he would like the EMT's and fire departments to have access to E911 digital data. Mr. Ruff questioned if driveways are taken into consideration if they appear to be impassable when a zoning permit is issued. Mr. Owecke explained there is a site visit for every Zoning permit application, however there is no ordinance to address existing driveways.

Ms. Burmeister explained that she is an EMT and there is generally emergency vehicles and equipment that can get most persons out from areas that are not passable with their regular vehicles. She suggested that notes be added to an address number so in the future they know whether they may need special equipment on an emergency call because of an impassable road.

Mr. Owecke continued with the Annual Zoning Report stating that the addressing project should be wrapped up by the end of summer. Ms. Hansen stated that the billings to the Towns for their costs associated with the addressing project should be ready for the Towns by the end of August.

Mr. Owecke continued with the Zoning Department 2019 Annual Report and briefly explained the amendment to the Zoning Ordinance for the Poultry Barn, Specific Use. He also talked about the Ground Water sampling project in conjunction with the Health Department, UW Extension and Zoning Department, explaining it is a statewide revelation that there are problems with our groundwater. Nitrates are three times higher than the minimum health standard level. Mr. Owecke stated that private well information is available from the WI DNR.

Continuing with the 2019 Zoning Report, Mr. Owecke explained the Board of Adjustment was very busy with applications for Conditional Use Permits (CUP) with Bug Tussel Communication Towers and other CUP and Variance Applications, which showed a significant increase in revenues. 2020 will be more normal with expenses and revenues.

Mr. Owecke discussed the need for a new vehicle in the Zoning Department. The current vehicle is a 2004 with approximately 170,000 miles. To start the process to purchase a new/different vehicle will need to bring a resolution to the committee for approval.

Mr. Owecke provided an update on the clean-up project at S2382 State Highway 35. The contractor hired to do the clean-up started last week. The WI DOT has a Scenic Easement along Highway 35 and are funding the clean-up project.

Mr. Owecke provided an update on the re-zone application that was reviewed by the Zoning Committee when they met on November 14, 2019. Details of the Zoning Committee discussion can be found in the November 14<sup>th</sup>, Zoning Committee meeting minutes. Zoning Committee when they met in November 2019, agreed the County would not take any action until the WI DNR has made any and all decisions. Re-zone applicant is currently looking at a court hearing in October 2020. If the WI DNR denies their case, the County will be done. Mr. Owecke explained that currently the Floodplain issue is pretty much gone. The Shoreland, Wetland is the big violation being addressed.

Baader Rezone Petition. Mr. Owecke explained Dennis and Karen Baader have property in the Town of Modena in the ANR-40 Zoning District, which is the Farmland Preservation Zoning District. The ANR-40 Zoning District follows the guidelines so landowners can take advantage of the Farmland Preservation State Tax credits. Based on the Base Farm Tract of 15 acres owned by the Baader's, to build a non-farm dwelling on their property, they would need 40 acres. The Baader's are asking for a re-zone from the ANR-40 Zoning District to the ANR-10 Zoning District. The Town of Modena has reviewed the rezone request and are in support of it through the "Towns Acknowledgement Form". A rezone is an amendment to the Ordinance and a change in Zoning District maps. Mr. Owecke explained this will require a public hearing and approval by the Land Use Committee to forward the request to the County Board of Supervisors for adoption. The next Land

Use Committee meeting will open with the public hearing and continue discussion/action at the Committee meeting immediately following the public hearing.

Resolution to honor Julie Lindstrom Retirement. Ms. Lindstrom talked about her plans for retirement. Mr. Owecke expressed his appreciation for her work. Motion by Mr. Ruff, seconded by Ms. McMillan Urell to accept and approve the resolution as presented. All in favor. Carried.

Zoning Administrator Report. Mr. Owecke had nothing additional to report.

Uniform Address Sign Project Update. This was discussed during the 2019 Zoning Department Annual Report and nothing additional to discuss.

Re-Monumentation Project. Mr. Ruff has been asked to attend a Town of Nelson Board Meeting and have Mr. Poser join him, if he is available. The Nelson Town Board would like to discuss re-monumentation in the Town. Minutes from the last Land Information Meeting reflect the Town of Belvidere has signed a contract with Buffalo County to cost share their re-monumentation project to have it completed in 2021. The contract has not been signed by Buffalo County yet. It was suggested that the county discuss with the Towns that do not have their re-monumentation completed to find their level of interest to get the re-monumentation completed in their Towns.

Emergency Purchase Second Register of Deeds Scanner. Ms. Burmeister explained that she would like to have a second complete scanning workstation, which would also serve as a backup. Money to purchase this scanner would come from the Land Information Fund. Ms. Burmeister explained that a portion of the money collected for recording fees goes to the Land Information Fund and is supposed to be used for Land Information projects. The Land Information Fund currently has sufficient funds to cover this unbudgeted expense. Motion by Ms. McMillan Urell, seconded by Mr. Ruff to approve the purchase of the new scanner with the \$1,085 bid from Fidlar. All in favor. Carried.

Parcel Mapping Report. Mr. Poser explained the process to get accurate parcel mapping. Ninety-nine percent of the total parcel mapping project has been completed, but due to some shortcuts during the mapping process additional time will be needed to cleanup gaps and overlaps of the data. ESRI completed an upgrade, which involved a complete migration of our Buffalo County data. Ms. Anibas explained that they cannot do parcel mapping in the Treasurer's office at this time. Currently working through a lot of IT issues with the update. The county did not have a choice they had to do the upgrade. The upgrade is very different.

Mr. Owecke introduced Briar Golden, recently hired Zoning Specialist. He will be responsible for the Private Onsite Wastewater (Sanitary) System (POWTS) (review applications and complete inspections in the field during installation). Recently Mr. Golden has the responsibility for the Address Numbering program. Mr. Owecke continued by saying a verbal offer was made and accepted over the phone to replace Ms. Lindstrom. Ms. Hansen also informed everyone that Mr. Golden helped deliver meals to the Senior population in the County during the recent stay-at-home order (Covid-19) when the Senior Meals program could not be held in a public place.

Next meeting date & Time. The next Land Use Committee meeting was scheduled for Friday, July 10<sup>th</sup>. Agenda items include the Public Hearing for the re-zone, Roles & Responsibilities of the Land Information Officer and Land Information Office and Report from the Town of Nelson, Town Board Meeting about the discussion on re-monumentation in the Town of Nelson.

Motion by Mr. Ruff, seconded by Ms. McMillan Urell to adjourn. All in favor. Carried. The Land Use meeting was adjourned at 11:30 p.m.

Respectfully Submitted  
Julie Lindstrom  
Zoning Administrative Assistant