



# Richland County

Land & Zoning Standing Committee

April 27, 2023

## NOTICE OF MEETING

### Agenda

Please be advised that the Richland County Land & Zoning Standing Committee will convene at 3:00 p.m., Monday, May 1, 2023 in the Richland County Board Room 181 W. Seminary Street or join via WebEx found at

<https://administrator.co.richland.wi.us/minutes/land-zoning/>

#### Agenda:

1. Call to order
2. Proof of notification
3. Agenda approval
4. Approval of April 3, 2023 minutes
5. Zoning petitions
  - a. Rynes petition
  - b. Bomkamp petition
  - c. Crary petition
  - d. Stadele petition
  - e. Adsit petition
  - f. Roecker petition cont.
6. Ash Creek Forest Future needs
7. Cost-share contracts
8. Short Term Rentals
9. GIS Data Flowchart and RFP Development for GIS Contract Work
10. Assistant Zoning Administrator/Sanitarian Position
11. Land Conservation secretary position
12. Public Comment
13. Future agenda items
14. Adjournment

\*Meeting materials for items marked with an asterisk may be found the above site.

A quorum may be present from other Committees, Boards, or Commissions. No committee, board or commission will exercise any responsibilities, authority or duties except for the Land and Zoning

CC: Committee Members, Richland Observer, WRCO, Courthouse Bulletin Board, County Clerk, County Administrator, Greg Cerven, Rebecca Vasquez, Michael Windle

**Richland County  
Land & Zoning Standing Committee  
Meeting Minutes  
April 3, 2023**

The April 3, 2023, Land & Zoning Standing Committee meeting was called to order 3:00 p.m. by Chair Melissa Luck in the County Board Room of the Richland County Courthouse. Present were Julie Fleming, Melissa Luck, Dan McGuire, Linda Gentes and Steve Carrow. Dave Turk was absent. Aaron Halverson, Tom Phillips, Audrey Oliver, Don Stanke, Brian Meister, Molly Meister, John Couey, Michael Windle, Cheryl Dull, Mike Bindl, and Cathy Cooper.

Linda Gentes moved to approve the amended agenda and proof of notification. Seconded by Dan McGuire. Motion carried.

Chair Melissa Luck asked for any corrections or amendments to the March 6, 2023 minutes. Motion made by Linda Gentes to approve the minutes. Seconded by Steve Julie Fleming. Motion carried.

**#5 Zoning Petitions-**

- a. Phillips petition- Tom Phillips was present. Selling some land to daughter. Linda Gentes moved to approve the rezoning from Ag/Forestry to Ag/Residential. Seconded by Julie Fleming. Motion carried.
- b. Haack Petition- No one was present. Splitting off 12 acres from rest of property. Steve Carrow moved to rezone 12 acres from Ag/Forestry to Ag/Residential. Seconded by Julie Fleming. Motion carried
- c. Milfred Petition- No one was present. Separating buildings from the rest of property. Julie Fleming moved to approving rezoning the parcel from Ag/Forestry to Residential 2. Seconded by Linda Gentes. Motion carried.
- d. Roecker petition- Mike Bindl reported that they still need to complete a CSM before the land can be rezoned. Linda Gentes moved to postpone the rezone indefinitely. Seconded by Steve Carrow. Motion carried.
- e. Oliver/Stanke petition- This petition was brought back. Todd Rumler completed the survey to correct the lines. Linda Gentes moved to rezone 2.12 acres from Ag/Forestry to Ag/Residential. Seconded by Julie Fleming. Motion carried.

**#6 Ash Creek Community Forest-** Cathy Cooper reported that Simpsons do have a tractor and mower to lease. Melissa Luck asked to check with Homesteaders and the Fairgrounds to see how much it would be to lease equipment. Cathy Cooper asked the committee if it was okay to let NRCS use the county land soil pit for a training. It was approved by consensus. Mr. Windle asked that the soil pit have a fence put around it so people don't fall in. Cathy Cooper reported that there is \$2371.90 in the Ash Creek fund. Also that Rebecca Vasquez is still looking into the forestry plans for Ash Creek.

**#7 Cost-Share Contracts-**There are no contracts this month

**#8 Short term rentals-** Melissa Luck sent out letters to all the municipalities in Richland County asking about concerns and the regulation of short-term rentals. She also checked with the Department of Agriculture, Trade and Consumer Protection about licensed short-term rentals in Richland County. There are currently only 9. Mr. Windle has review the Town of Holland's ordinance and changes that were made because of litigation. Melissa Luck has started a list of potential items for an ordinance such as Local contact, parking off of roadways, # of guests limited to size of septic, quiet times, ATV/UTV Traffic. Discussion followed on CUP verses license or separate ordinances concerning short-term rentals.

#9 Dark Skies- Melissa Luck updated the educational brochure and will have to show the committee at the next meeting.

#10 7<sup>th</sup> Committee member- Mr. Windle read the federal rules which states why the chair of the Farm Service Agency Committee cannot serve officially on the Land and Zoning Committee. He also stated that Chapter 92 of the state statutes clearly state that the county shall appoint the chair of the FSA committee to this committee. Wi Land + Water is currently working with some legislatures to try to change that requirement or clarify who the designee could be. Mr. Windle state that the county is obligated to appoint the chair, not any actual name of a person, of the county Farm Service Agency committee to the Land and Zoning committee. That person does not have to come which allows them not to violate the rules.

#11 Assistant Zoning Administrator/Sanitarian- Mike Bindl was asked if the job was still posted. It is not. The committee would like the job posted on Indeed and the county website until job is filled. Mike Bindl will also submit it to Wisconsin County Code Administrators. It was suggested that the job be posted in the Boscobel Dial for 2 weeks.

#12 Land Conservation Secretary- Cathy Cooper reminded the committee that Tammy Cannoy-Bender is retiring in November and that the position is scheduled to go to half-time in 2024. Her thought is that maybe the position could be full time with the salary and fringes split between Land Conservation and Zoning. She presented it for the committee to think about.

#13 GIS contract- MSA has completed the flow chart the county requested. It was sent out right before the meeting. Julie Lins stated that she likes working with MSA. She also said that she has signed up for mapping training.

#14 Public Comment- None

#15- Future Agenda Items- Nothing specific.

#16 Adjournment –Julie Fleming moved to adjourn until May 6, 2023 at 3:00. Seconded made by Steve Carrow. Motion carried. Meeting adjourned at 4:35 p.m.

Respectfully submitted,

*Cathy Cooper*

Cathy Cooper  
Secretary pro temp  
Land & Zoning Secretary

Customer # 8511

Petition # RZ2023-012

COUNTY OF RICHLAND ZONING COMMITTEE  
NOTICE OF PETITION

Original Owner:

(I) (We) First Name(s) Jesse & Elizabeth Last Name Adsit Phone Owner

Address 26329 Jackson Dr City Muscoda State WI Zip 53573

First Name(s) Last Name Phone

Address City State WI Zip

hereby petition the Richland County Zoning Committee for a:

Rezone from Agriculture/Forestry Rezone to Agriculture/Residential

CUP to permit

SUP to permit

Other

Authorized by Section(s) II F of the Richland County Zoning Ordinance.

Present description of the property involved in this petition is as follows: Parcel # 52008 2923-2000

Qtr SW Qtr NW Section 29 Town 10N Range 1W Township DTN # of acres 8.00

Lot Block Subdivision # of Acres Approved 0.00

Present Use Vacant farm land

Present Improvements Vacant

Proposed Use adding more land to CSM 1078

Legal Description New CSM to come

Petition Filed 3/27/2023 Petitioner Notified Rezone Decision Ordinance #

Category Rezoning Town Notified CUP Decision CB Date

Fee Amount \$500.00  Township Approval CUP Expires CB Decision

Meeting Date 5/1/2023 Decision Date SUP Decision Amendment #

Comments

County Clerk Approval

(Signed) Appellant(s) or Agent(s) \* [Signature]

The meeting was called to order by Chairman Clark at 6:00 p.m. The Pledge of Allegiance was recited.

It was determined that the agenda was posted at the proper locations, Town Web Page and Town Hall. The meeting agenda was read by Chairman Clark. James Lingel motioned to approve the agenda, second by Kurt Monson; motion carried.

Chairperson Clark read the minutes of the February Board meeting. Motion by James Lingel to approve the minutes second by Kurt Monson; motioned carried.

**Treasurer's Report-** The January report had an ending balance for checking of \$58,284.34, the money market of \$281,721.52, our tax account balance ending was \$481,194.39, Westby ending was \$89,093.90. The February checking ending balance is \$303,496.29, the money market ending balance is \$281,937.63, the tax account ending balance is \$133,540.95, and Westby Co-Op \$89,093.90.

#### **Seal Coat Bid**

Scott Single \$23,360 for a single seal and Fahrner is \$20,901 for single seal. Double seal for Scott's is \$46,990 and Fahrner is \$41,802. A motion by Monson to approve the seal coat bid for Fahrner with a second by Lingel. All aye carried.

#### **Town Bills**

Discussion of the invoices/bills to be paid was completed by the board. A motion to approve the payment of the bills was made by Kurt Monson; second by James Lingel; motion carried.

#### **Annual Meeting**

The annual meeting will be April 19<sup>th</sup> beginning at 6:00 pm.

Fire Department- NA

Ambulance/First Responders- NA

#### **Zoning Request**

Rezoning request Jesse Adsit to rezone the 5-7 acres from ag forestry to ag residential. He wants to keep 40 acres and is selling the house, shed with 16 acres. Motion by Monson to rezone the 5-7 acres to ag residential with a second by Lingel. All aye carried.

Clerks Report: Update on annual meeting and items and board of review.

There were no Operators Licenses.

#### **Driveway Permits**

Stowell Driveway permit this is off of Shannon's Way. Lingel made a motion to approve with a second by Monson. All aye approved.

Chairman Clark reviewed the March calendar of events, Spring Election April 4, April 19 at 6:00 pm will be the Annual Meeting followed by the monthly meeting, and the Board of Review is April 25 from 6:00 – 8:00 pm. May 6 spring cleanup at Boaz Park from 7:00 am – 1:00 pm.

Motion to adjourn by Clark; second by Monson motion carried.

Respectfully submitted by Jessica Laeseke, Clerk

NE-NE  
30

NW-NW

NE-NW

SE-NE

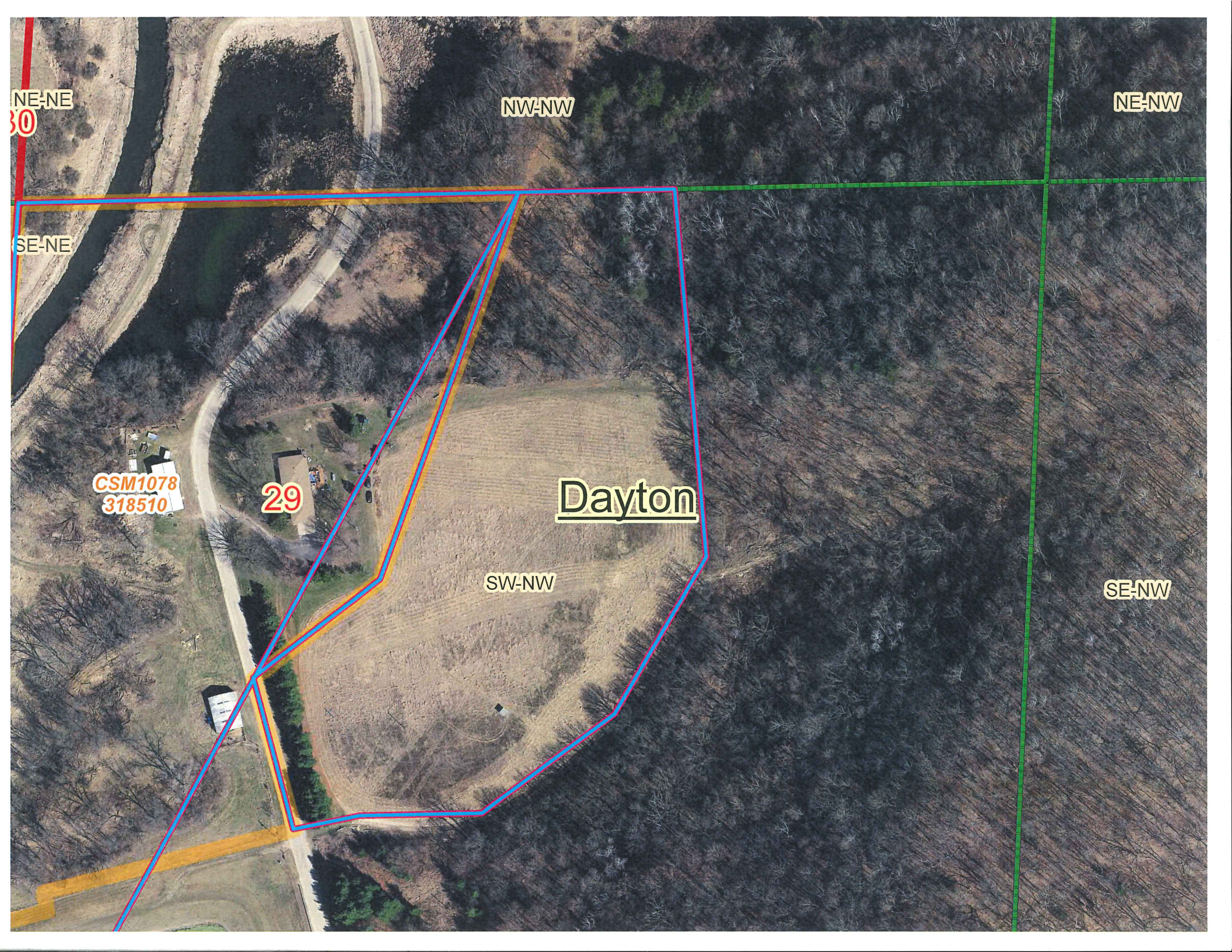
CSM1078  
318510

29

Dayton

SW-NW

SE-NW









Customer # 5586

Petition # RZ2023-009

# COUNTY OF RICHLAND ZONING COMMITTEE NOTICE OF PETITION

Original Owner: \_\_\_\_\_

(I) (We) First Name(s) **Tad** Last Name **Bomkamp** Phone **(608) 588-4690** Owner

Address **23641 Gingers Rd** City **Muscoda** State **WI** Zip **53573**

First Name(s) \_\_\_\_\_ Last Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State **WI** Zip \_\_\_\_\_

hereby petition the Richland County Zoning Committee for a:

Rezone from \_\_\_\_\_ Rezone to \_\_\_\_\_

CUP to permit **Short Term Rental**

SUP to permit \_\_\_\_\_

Other \_\_\_\_\_

Authorized by Section(s) \_\_\_\_\_ of the Richland County Zoning Ordinance.

Present description of the property involved in this petition is as follows: Parcel # **52020 4100-0300**

Qtr \_\_\_\_\_ Qtr \_\_\_\_\_ Section **5** Town **8N** Range **1E** Township **ORN8** # of acres **0.00**

Lot \_\_\_\_\_ Block \_\_\_\_\_ Subdivision \_\_\_\_\_ # of Acres Approved **0.00**

Present Use **Residence**

Present Improvements **residence**

Proposed Use **Short Term Rental**

Legal Description \_\_\_\_\_

Petition Filed **3/20/2023** Petitioner Notified \_\_\_\_\_ Rezone Decision \_\_\_\_\_ Ordinance # \_\_\_\_\_

Catagory **BOA** Town Notified \_\_\_\_\_ CUP Decision \_\_\_\_\_ CB Date \_\_\_\_\_

Fee Amount **\$500.00**  Township Approval \_\_\_\_\_ CUP Expires \_\_\_\_\_ CB Decision \_\_\_\_\_

Meeting Date **5/1/2023** Decision Date \_\_\_\_\_ SUP Decision \_\_\_\_\_ Amendment # \_\_\_\_\_

Comments **@ 23293 Gingers Rd  
Town Approved by voice message**

County Clerk Approval

(Signed) Appellant(s) or Agent(s) *Zed Bomkamp*



4100-35 JASON SCHAFFER & HOLLY SCHAFFER 1.26

NHCEZ

4100-33

PENNY MACLEOD 0.54

MARK P & DONA E SNYDER 0.68

4100-49

MARK P & DONA E SNYDER 0.61

4100-5

MARK P & DONA E SNYDER 0.8

4100-48

4121-1

TOWN OF ORION 1.32

4122-1

JEREMY, K BULTMAN 0.57

4100-3

BEVERLY KNOX & RANDY KNOX 0.55

4100-31

RHFO

TIMOTHY, J BOMKAMP 0.74

4100-32

RHCEZ

Orion

ROW

10.97

GINGERS RD

23304

23293

23315

23328

23323

23347

23369

23381

23401

RHCEZ

RHCEZ

4100-09

4122-11

DARRYL & KATHLEEN WESTLUND 1.21

4100-01

4100-03

TADA BOMKAMP 0.62

RHCEZ

WILLIAM F. CAIRNS 0.51

4100-05

RHCEZ

4100-04

VICTOR L & JUDITH K YONASH 0.5

MOLLY, K SHILLING & GARY, E SHILLING 0.66

TIMOTHY, P WALSH 0.5

4100-07

4100-06

RICHARD & SUSAN DAVIDSON 0.82

4100-08

RICHLAND COUNTY 1.29

Customer # 11088

Petition # RZ2023-010

COUNTY OF RICHLAND ZONING COMMITTEE
NOTICE OF PETITION

Original Owner:

(I) (We) First Name(s) Korey Last Name Crary Phone Buyer

Address S5648 CTH G City Hillpoint State WI Zip 53937

First Name(s) John Last Name Astle Phone Owner

Address 12755 Duren Dr. City Cazenovia State WI Zip 53924-

hereby petition the Richland County Zoning Committee for a:

Rezone from Agriculture/Forestry Rezone to Residential 2

CUP to permit

SUP to permit

Other

Authorized by Section(s) II F of the Richland County Zoning Ordinance.

Present description of the property involved in this petition is as follows: Parcel # 52030 1441-0000

Qtr NE Qtr SE Section 14 Town 12N Range 2E Township WFD # of acres 3.47

Lot Block Subdivision # of Acres Approved 0.00

Present Use Farm-Ag

Present Improvements House garage

Proposed Use Split off buildings and 3.47 acres

Legal Description CSM to come

Petition Filed 3/21/2023 Petitioner Notified Rezone Decision Ordinance #

Category Rezoning Town Notified CUP Decision CB Date

Fee Amount \$500.00 Township Approval CUP Expires CB Decision

Meeting Date 5/1/2023 Decision Date SUP Decision Amendment #

Comments

County Clerk Approval

(Signed) Appellant(s) or Agent(s) X Kory Crary

1413-1

MARY LOU DUREN TRUST  
39.17

1414-1

JOHN G & ELEANORE I ASTLE  
20.13

1323-1

NATHAN P DUREN  
29.96

1442-1

MARY LOU DUREN TRUST  
39.76

1441

JOHN G & ELEANORE I ASTLE  
39.84

JOHN G & ELEANORE I ASTLE  
9.98

NATHAN E & DIANE L WINGER  
5.36

RITA E CONNORS REVOCABLE TRUST  
23.48

1332-2

95-7  
AG-RES

1332-3

1332-1

RITA E CONNORS REVOCABLE TRUST  
23.48

1332-2

1443

MARY LOU DUREN TRUST  
40.1

1444

GREGORY J & PATTI J BRAUN  
40.16

1333

GREGORY J & PATTI J BRAUN  
40.16

Westford

DUREN DR

12755



## Mike Bindl

---

**From:** u.bauer@westfordwi.gov  
**Sent:** Friday, March 3, 2023 10:47 AM  
**To:** Mike Bindl  
**Cc:** Ann Stiemke; cdeitelhoff@gmail.com; Cy Deitelhoff; Gary Curfman; Gary Curfman; Tomczak Frank; Ursula - westfordclerk; Ursula Bauer; westfordchair.gc@gmail.com; westfordsuper1.cd@gmail.com; westfordsuper2.ft@gmail.com; westfordtreasurer.as@gmail.com  
**Subject:** FW: K81010 Crary CSM.pdf  
**Attachments:** K81010 Crary CSM.pdf

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Mike,

The board approved the attached property change last night.

Regards,

*Ursula Bauer*

Clerk, Town of Westford

[www.WestfordWI.gov](http://www.WestfordWI.gov)

Town Emergency Cell: 608-570-0047

Personal Cell: 414-750-5205

---

**From:** brady Conner <brady@wisconsin.properties>  
**Sent:** Thursday, March 2, 2023 7:25 PM  
**To:** u.bauer@westfordwi.gov  
**Subject:** K81010 Crary CSM.pdf

NW-SE

NE-SE

14

Westford

SW-SE

SE-SE



# Certified Survey Map No. \_\_\_\_\_

PART OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER (NE $\frac{1}{4}$ -SE $\frac{1}{4}$ ) OF SECTION 14,  
TOWN 12 NORTH, RANGE 2 EAST, TOWN OF WESTFORD, RICHLAND COUNTY, WISCONSIN.

FIELDWORK COMPLETED: FEBRUARY 9, 2023

SURVEYED FOR: KOREY CRARY  
S5648 CTH G,  
HILLPOINT, WI 53937

JOB NUMBER: K81010

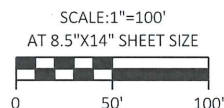
SURVEYED BY: NOAH E. ANLIKER, P.L.S. - 3265  
JEWELL ASSOCIATES ENGINEERS, INC.  
560 SUNRISE DRIVE  
SPRING GREEN, WI 53588

## LEGEND

- SET 3/4"Ø X 24" LONG IRON REBAR WEIGHING 1.502 LB./FT.
- △ UNMONUMENTED POINT
- ⊙ WELL
- H HOUSE
- G GARAGE

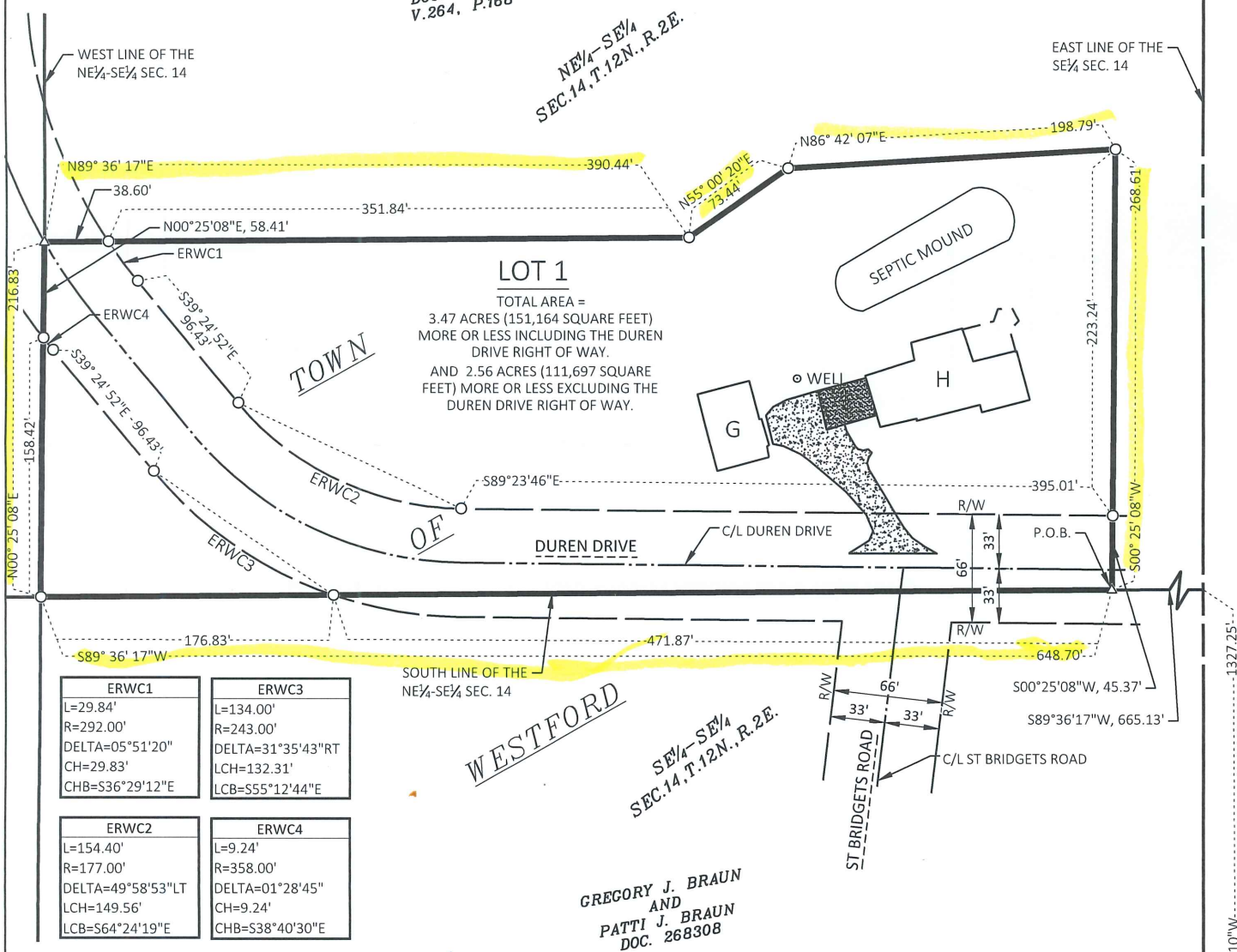
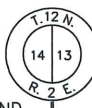
NORTH

BEARINGS ARE REFERENCED TO THE WEST LINE OF THE SE $\frac{1}{4}$  OF SEC. 14 BEARING N00°02'10"W



JOHN C. ASTLE AND  
ELEANORE I. ASTLE  
HUSBAND AND WIFE,  
AS SURVIVORSHIP  
MARITAL PROPERTY  
DOC. 219892  
V.264, P.168

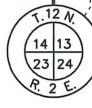
E $\frac{1}{4}$  COR. SEC. 14,  
1"Ø IRON BAR FD.  
WITNESS TIES FOUND  
AND VERIFIED



ERWC1	ERWC3
L=29.84'	L=134.00'
R=292.00'	R=243.00'
DELTA=05°51'20"	DELTA=31°35'43"RT
CH=29.83'	LCH=132.31'
CHB=S36°29'12"E	LCB=S55°12'44"E

ERWC2	ERWC4
L=154.40'	L=9.24'
R=177.00'	R=358.00'
DELTA=49°58'53"LT	DELTA=01°28'45"
LCH=149.56'	CH=9.24'
LCB=S64°24'19"E	CHB=S38°40'30"E

SE COR. SEC. 14, BRASS  
CAP IN CONC. FD.  
NEW MONUMENT  
RECORD FILED



**JEWELL**  
associates engineers, inc.

Engineers - Architects - Surveyors

# Certified Survey Map No. \_\_\_\_\_

PART OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER (NE $\frac{1}{4}$ -SE $\frac{1}{4}$ ) OF SECTION 14,  
TOWN 12 NORTH, RANGE 2 EAST, TOWN OF WESTFORD, RICHLAND COUNTY, WISCONSIN.

## SURVEYOR'S CERTIFICATE

I, NOAH E. ANLIKER, PROFESSIONAL WISCONSIN LAND SURVEYOR S-3265, HEREBY CERTIFY:

THAT I MADE THIS SURVEY, DIVISION, AND MAP OF THE LAND HEREIN DESCRIBED BY THE DIRECTION OF KOREY CRARY;

THAT THIS MAP IS A CORRECT REPRESENTATION OF ALL OF THE EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE DIVISION OF THAT LAND;

THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF SECTION 236.34 OF THE WISCONSIN STATUTES IN SURVEYING, DIVIDING, AND MAPPING THE LAND DESCRIBED HEREIN;

THAT THIS SURVEY COMPLIES WITH THE PROVISIONS OF CHAPTER A-E 7 OF THE WISCONSIN ADMINISTRATIVE CODE, AND THIS MAP IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF;

THAT I HAVE FULLY COMPLIED WITH THE TOWN OF WESTFORD AND RICHLAND COUNTY LAND DIVISION REGULATIONS;

AND THIS LAND IS PART OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER (NE $\frac{1}{4}$ -SE $\frac{1}{4}$ ) OF SECTION 14, TOWN 12 NORTH, RANGE 2 EAST, TOWN OF WESTFORD, RICHLAND COUNTY, WISCONSIN. BEING MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SECTION 14, TOWN 12 NORTH, RANGE 2 EAST, TOWN OF WESTFORD, RICHLAND COUNTY, WISCONSIN.

THENCE N00°02'10"W, 1327.25' ALONG THE EAST LINE OF THE SOUTHEAST QUARTER OF SECTION 14;

THENCE S89°36'17"W, 665.13' TO THE POINT OF BEGINNING.

THENCE S89°36'17"W, 648.70' TO THE SOUTHWEST CORNER OF THE NE $\frac{1}{4}$ -SE $\frac{1}{4}$ ;

THENCE N00°25'08"E, 216.83' ALONG THE WEST LINE OF THE NE $\frac{1}{4}$ -SE $\frac{1}{4}$  TO A POINT ON THE CENTERLINE OF DUREN DRIVE;

THENCE N89°36'17"E, 390.44';

THENCE N55°00'20"E, 73.44';

THENCE N86°42'07"E, 198.79';

THENCE S00°25'08"W, 268.61' TO THE POINT OF BEGINNING.

PARCEL CONTAINS TOTAL OF 3.47 ACRES (151,164 SQUARE FEET) MORE OR LESS INCLUDING THE DUREN DRIVE RIGHT OF WAY.  
AND 2.56 ACRES (111,697 SQUARE FEET) MORE OR LESS EXCLUDING THE DUREN DRIVE RIGHT OF WAY.

DATE: \_\_\_\_\_

\_\_\_\_\_  
NOAH E. ANLIKER  
REGISTERED LAND SURVEYOR, S-3265

## TOWN OF WESTFORD BOARD APPROVAL

RESOLVED, THAT THIS CERTIFIED SURVEY MAP, IN THE TOWN OF WESTFORD, IS HEREBY APPROVED BY THE TOWN BOARD.

\_\_\_\_\_  
GARY CURFMAN, TOWN CHAIRMAN

\_\_\_\_\_  
DATE

## RICHLAND COUNTY APPROVAL

RESOLVED, THAT THIS CERTIFIED SURVEY MAP, IN THE TOWN OF WESTFORD, IS HEREBY APPROVED IN ACCORDANCE WITH THE RICHLAND COUNTY LAND DIVISION ORDINANCES.

\_\_\_\_\_  
RICHLAND COUNTY ZONING & SANITATION DEPARTMENT

\_\_\_\_\_  
DATE





Customer # 8208

Petition # RZ2023-007

COUNTY OF RICHLAND ZONING COMMITTEE
NOTICE OF PETITION

Original Owner: David Roecker

(I) (We) First Name(s) David Last Name Roecker Phone (608) 434-1443 Owner

Address S4052 County Rd K City Reedsburg State WI Zip 53959

First Name(s) Last Name Phone

Address City State WI Zip

hereby petition the Richland County Zoning Committee for a:

Rezone from Agriculture/Forestry Rezone to Agriculture/Residential

CUP to permit

SUP to permit

Other

Authorized by Section(s) II F of the Richland County Zoning Ordinance.

Present description of the property involved in this petition is as follows: Parcel # 52006 3811-1000

Qtr NE Qtr NE Section 2 Town 8N Range 2E Township BVS8 # of acres 5.80

Lot Block Subdivision # of Acres Approved 0.00

Present Use Residence barn ag land

Present Improvements residence/ barn

Proposed Use split buildings from ag land

Legal Description CSM to come later

Petition Filed 3/2/2023 Petitioner Notified Rezone Decision Ordinance #

Catagory Rezoning Town Notified CUP Decision CB Date

Fee Amount \$500.00 Township Approval CUP Expires CB Decision

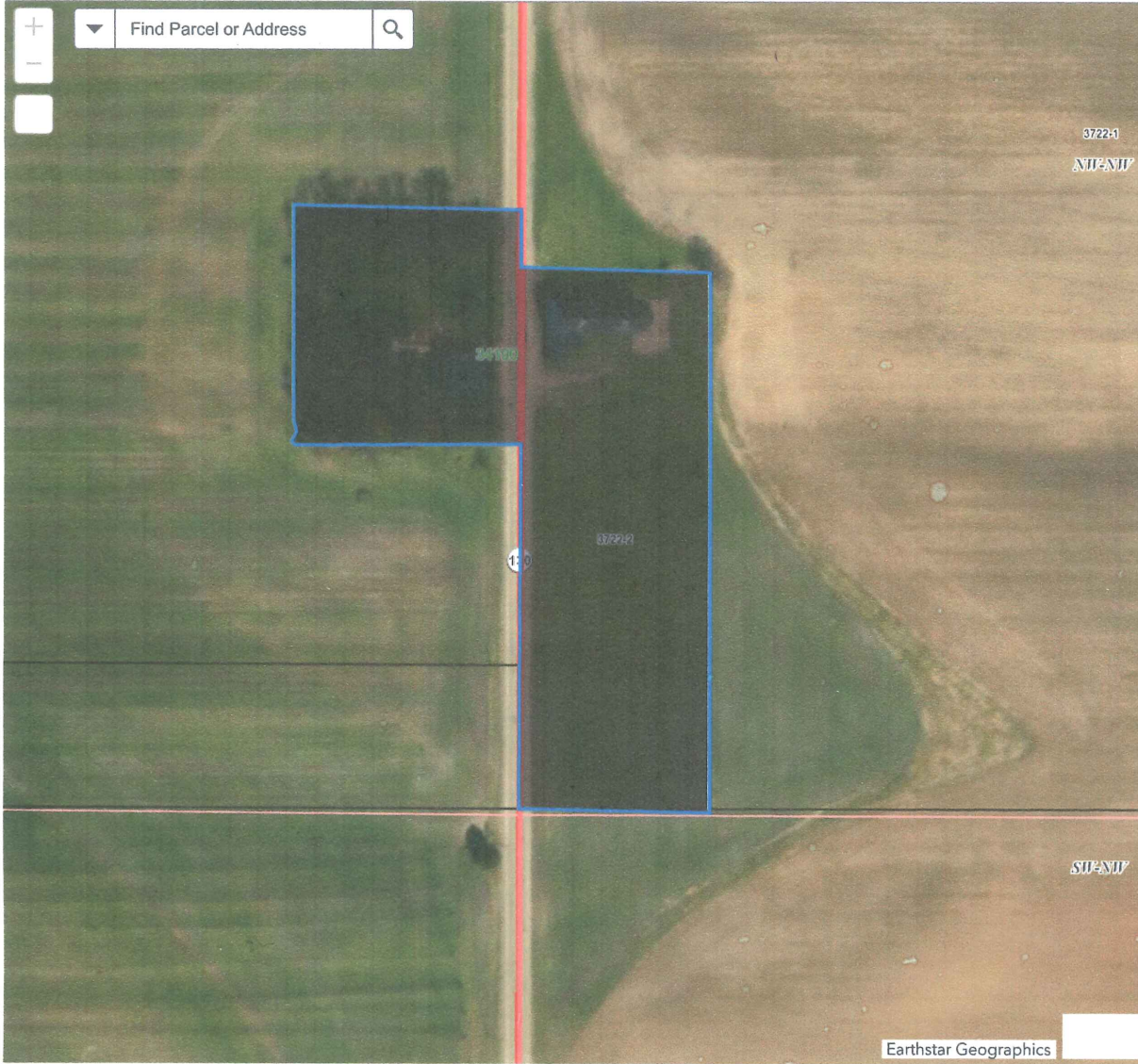
Meeting Date 4/3/2023 Decision Date SUP Decision Amendment #

Comments Also parcel 006 3722-2000. ON 4/3/23-Roecker requested the zoning to be changed to AR and not Residential-2.

County Clerk Approval

(Signed) Appellant(s) or Agent(s)

#8208



Measurement

| Acres

Measurement Result

4.71 Acres

Clear

FEB 24 2023

4.7 - 5 Acres  
rezone

608-434-1443

David Roetkee

djr94@yahoo.com

rezone

He said to go ahead and fill out the check and call him to let him know how much and the paper work can be sent by email.

200ft

-90.210 43.203 Degrees



▼ Find Parcel or Address 🔍

3311-1

*NE-NE*

34190

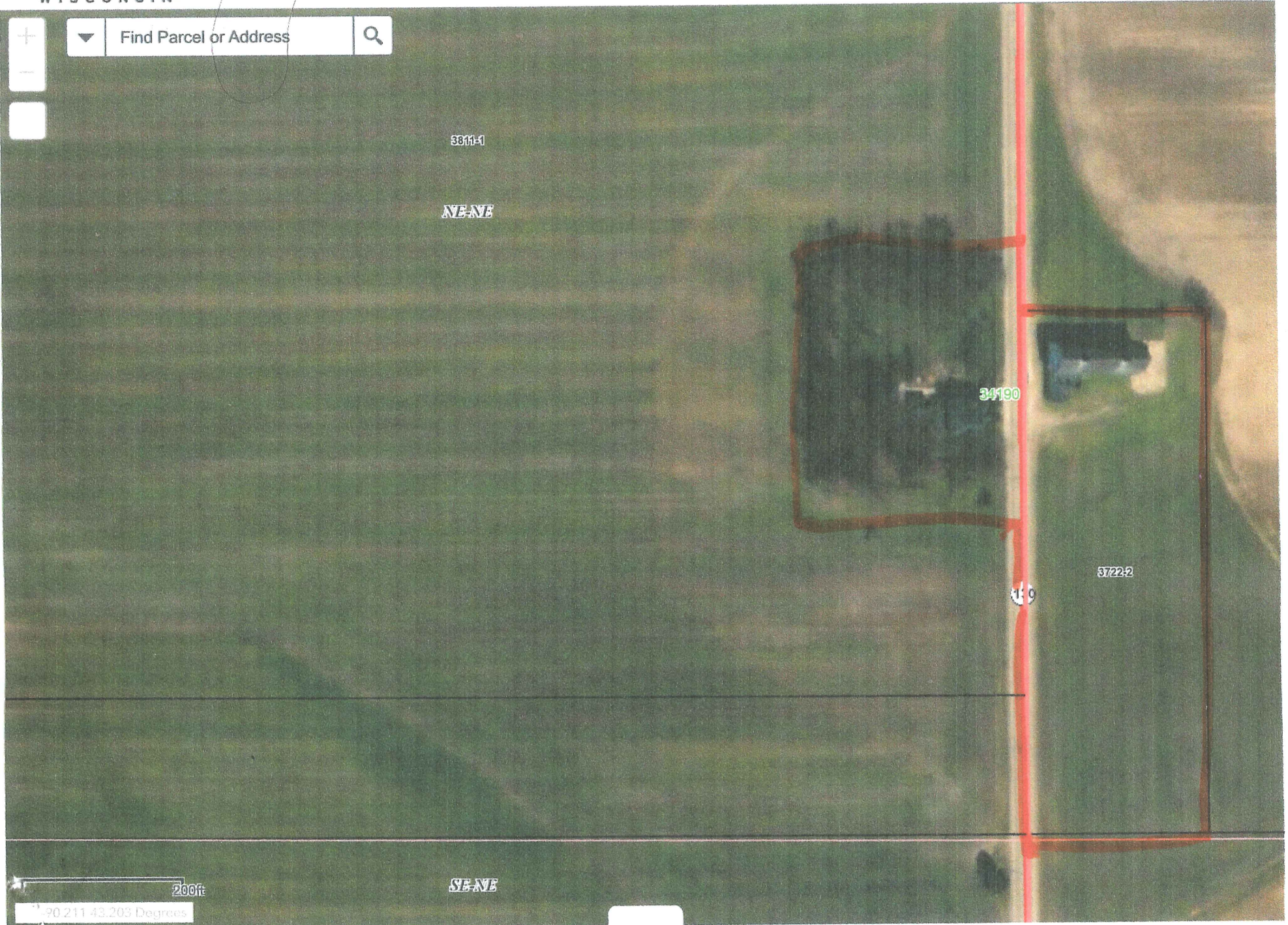
3722-2

46

*SE-NE*

200ft

90.211 43.203 Degrees



Customer # 1356

Petition # RZ2023-008

COUNTY OF RICHLAND ZONING COMMITTEE  
NOTICE OF PETITION

Original Owner: Ken & Ann Rynes

(I) (We) First Name(s) Ken & Ann Last Name Rynes, Jr Phone (608) 647-8642 Owner

Address 1051 Haseltine St City Richland Center State WI Zip 53581

First Name(s) Last Name Phone

Address City State WI Zip

hereby petition the Richland County Zoning Committee for a:

Rezone from Agriculture/Forestry Rezone to Agriculture/Residential

CUP to permit

SUP to permit

Other

Authorized by Section(s) II D of the Richland County Zoning Ordinance.

Present description of the property involved in this petition is as follows: Parcel # 52032 3031-2000

Qtr NE Qtr SW Section 30 Town 11N Range 2E Township WIL # of acres 8.00

Lot Block Subdivision # of Acres Approved 0.00

Present Use Vacant land

Present Improvements none

Proposed Use split off for neighbor

Legal Description CSM to come

Petition Filed 3/9/2023 Petitioner Notified Rezone Decision Ordinance #

Category Rezoning Town Notified CUP Decision CB Date

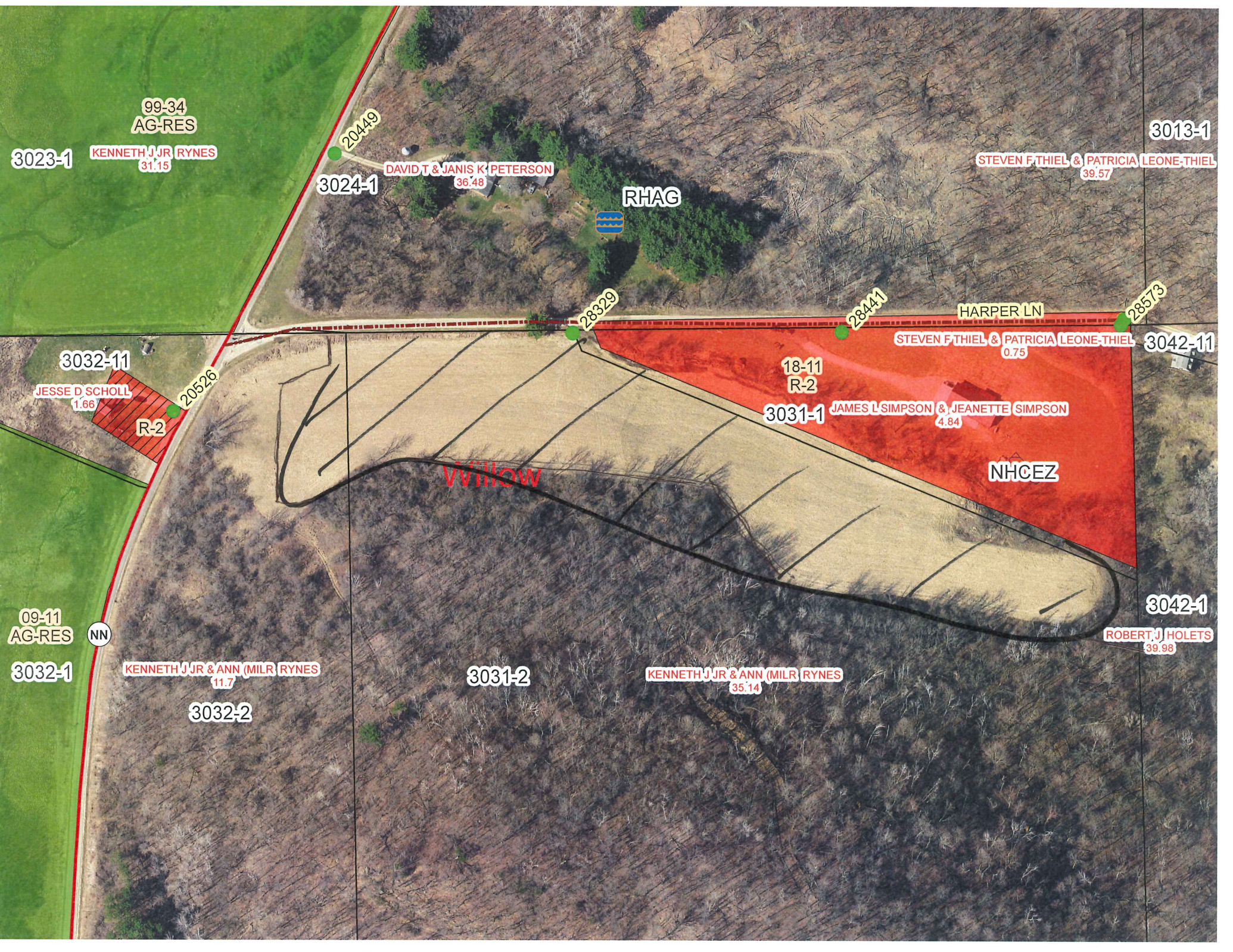
Fee Amount \$500.00  Township Approval CUP Expires CB Decision

Meeting Date 5/1/2023 Decision Date 3/8/23 SUP Decision Amendment #

Comments

County Clerk Approval

(Signed) Appellant(s) or Agent(s) *X [Signature]*



99-34  
AG-RES

3023-1 KENNETH J JR RYNES  
31.15

20449

3024-1 DAVID T & JANIS K PETERSON  
36.48

RHAG

3013-1 STEVEN F THIEL & PATRICIA LEONE-THIEL  
39.57

HARPER LN

28329

28441

28573

3042-11 STEVEN F THIEL & PATRICIA LEONE-THIEL  
0.75

3032-11

JESSE D SCHOLL  
1.66

20526

R-2

18-11  
R-2

3031-1 JAMES L SIMPSON & JEANETTE SIMPSON  
4.84

NHCEZ

WILLOW

09-11  
AG-RES

NN

3032-1 KENNETH J JR & ANN (MILR) RYNES  
11.7

3031-2

KENNETH J JR & ANN (MILR) RYNES  
35.14

3042-1

ROBERT J HOLETS  
39.98

3032-2

**TOWN OF WILLOW**  
**WEDNESDAY, MARCH 8<sup>TH</sup>, 2023**  
**6:00 PM**

**ATTENDANCE:** Tim Willis, Dave Fry, Richard Wiedenfeld, Deb Dickey, Devon Rupnow.

**CITIZENS PRESENT:** Randy Moe, Lauren Moe, Ken Rynes, Jim Simpson

**CALL TO ORDER:** Tim Willis at 6:01 pm.

**READ & APPROVE AGENDA:** Read by Willis. Motion by Fry, 2<sup>nd</sup> by Wiedenfeld. Motion carried.

**READ & APPROVE MINUTES:** Emailed and hard copy provided by Rupnow. Motion by Wiedenfeld, 2<sup>nd</sup> by Fry to accept. Motion carried.

**ZONING:** Ken Rynes speaks about property on Harper Ln; they would like to section off about 7 acres that is currently a hay field from it's current parcel that he will sell to Jim Simpson who has the adjoining property. The remaining woodland of the parcel would go to another buyer. Discussion on creating a new parcel for the 7 acres or grouping it into Simpson's existing parcel. Discussion on if the proposed map will provide enough room for a driveway on Harper Lane to the woodland property. Motion by Fry to allow Rynes to split the existing parcel into two separate parcels for the property on Harper Lane, with the need to be re-zoned. 2<sup>nd</sup> by Wiedenfeld, motion carried. Driveway permit issued to Rynes for remaining property on Harper Lane, he will complete and return with payment; this will require a 15" culvert.

Willis notes Rick spoke with him about wanting to add a lean-to to an existing building on Virgil Wood's property that he is renting – this request for zoning will need to be made by Virgil.

Willis notes he issued a driveway permit without payment to Lance Matthews for his property on Roger Drive. This property already has a driveway but Lance needs the permit in order to get a fire number issued. Motion by Willis to issue a driveway permit without payment to Lance Matthews for his property on Roger Drive; 2<sup>nd</sup> by Fry. Motion carried.

**ROADS & BRIDGES:** Dale Servais has fence posts too close to the road in the right-of-way that are getting hit by the plow. Town of Rockbridge is sending a letter to him for this reason on their portion of the road, Moe requests Willow do the same. Willis will prepare and send a letter to Dale requesting he remove his fences from the right-of-way and stating that if they do remain in the right-of-way the Township is not responsible for any damage incurred from plowing or mowing. Moe will pay for the MISHA training and be reimbursed from the Township at the April meeting. Moe would like to order an extra spring for the truck to keep on hand due to lead times, he would order through LaFarge Truck; he will price out. Moe notes that they are able to get studded tires now and he would like to get two; he will research and report at the next meeting.

**UPCOMING EVENTS:** Spring Clean up will be Saturday, April 29<sup>th</sup> from 8am-Noon, by donation; Deb will order dumpster; Rupnow will run ads. Open Book is scheduled for 4/17 from 4pm-6pm; Board of Review is scheduled for 5/4 from 4pm-6pm; Rupnow will order new BOR training materials to be completed by a board member.

**PUBLIC IMPUT:** Wiedenfeld attended County WTA meeting; Scott Gald spoke about EMS training and retention challenges and Bob Simpson's donations for EMS.

**FIRE & AMBULANCE:** Fry gives update for RCFD – they will be staying with Wallace, Cooper, and Elliot Insurance pending the viewing of upcoming contract proposals. No new updates for RCEMS or CARFA.

**BILL PAYING:** Motion by Wiedenfeld, 2<sup>nd</sup> by Fry to approve orders 23050-23067. Motion carried.

APR 26 2023

RESERVED FOR REGISTER OF DEEDS

**SURVEYOR'S CERTIFICATE:**

I, SEAN M. WALSH, PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY: THAT I HAVE SURVEYED, DIVIDED, MAPPED AND MONUMENTED THE LANDS SHOWN HEREON, BEING LOCATED IN PART OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER AND PART OF THE FRACTIONAL NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 30, TOWNSHIP 11 NORTH, RANGE 2 EAST, TOWN OF WILLOW, RICHLAND COUNTY, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS:  
COMMENCING AT THE WEST QUARTER CORNER OF SAID SECTION 30;  
THENCE NORTH 88°46'21" EAST, ALONG THE NORTH LINE OF SAID SOUTHWEST QUARTER, 1079.74 FEET TO THE POINT OF BEGINNING OF THE LANDS HEREINAFTER DESCRIBED;  
THENCE CONTINUING NORTH 88°46'21" EAST, ALONG SAID NORTH LINE, 477.80 FEET TO THE NORTHWEST CORNER OF LOT 1, CERTIFIED SURVEY MAP 1082; THENCE SOUTH 21°51'03" EAST, ALONG THE SOUTHWESTERLY LINE OF SAID CERTIFIED SURVEY MAP, 47.50 FEET; THENCE SOUTH 67°51'49" EAST, ALONG THE SOUTHWESTERLY LINE OF SAID CERTIFIED SURVEY MAP, 964.83 FEET TO A POINT ON THE EAST LINE OF SAID SOUTHWEST QUARTER; THENCE SOUTH 01°36'38" EAST, ALONG SAID EAST LINE, 89.40 FEET; THENCE NORTH 83°17'15" WEST, 599.76 FEET; THENCE NORTH 31°22'24" WEST, 169.47 FEET; THENCE NORTH 83°41'33" WEST, 752.77 FEET; THENCE NORTH 12°04'37" EAST, 193.56 FEET TO THE POINT OF BEGINNING.

THAT I HAVE MADE THIS SURVEY AND LAND DIVISION UNDER THE DIRECTION OF KENNETH RYNES JR, OWNER AND JIM SIMPSON, PROPOSED PURCHASER OF SAID LANDS;  
THAT THIS MAP IS A CORRECT REPRESENTATION OF ALL OF THE EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE DIVISION OF SAID LAND.  
THAT I HAVE FULLY COMPLIED WITH CHAPTER A-E7 OF THE WISCONSIN ADMINISTRATIVE CODE, CHAPTER 236.34 OF THE WISCONSIN STATUTES AND THE LAND DIVISION ORDINANCES OF RICHLAND COUNTY IN SURVEYING, DIVIDING AND MAPPING THE SAME.

**OWNERS CERTIFICATE:**

I, KENNETH RYNES, OWNER OF THE LANDS SHOWN HEREON, DO HEREBY CERTIFY THAT I CAUSED THE LAND DESCRIBED ON THIS CERTIFIED SURVEY MAP TO BE SURVEYED, DIVIDED AND MAPPED AS REPRESENTED HEREON. I ALSO CERTIFY THAT THIS CERTIFIED SURVEY MAP IS REQUIRED BY SECTIONS 236.10 OR 236.12 TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION:  
RICHLAND COUNTY ZONING

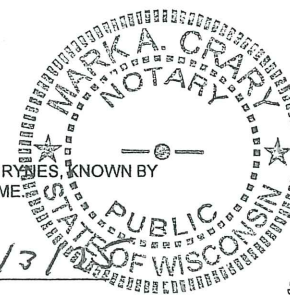
*Kenneth Rynes* 4-26-23  
KENNETH RYNES DATE

**NOTARY CERTIFICATE:**

STATE OF Richland  
COUNTY OF Richland

PERSONALLY CAME BEFORE ME THIS 26<sup>th</sup> DAY OF April, 2023, THE ABOVE NAMED KEN RYNES, KNOWN BY ME TO BE THE PERSON WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THE SAME.

NAME Richland COUNTY, WISCONSIN MY COMMISSION EXPIRES 6/3/2026

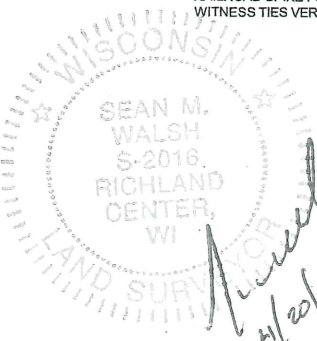


RICHLAND COUNTY CERTIFIED SURVEY MAP NO.

BEING LOCATED IN PART OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER AND PART OF THE FRACTIONAL NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 30, TOWNSHIP 11 NORTH, RANGE 2 EAST, TOWN OF WILLOW, RICHLAND COUNTY, WISCONSIN.

SURVEY PREPARED FOR:  
**MR. JAMES SIMPSON**  
PROPOSED PURCHASER  
28441 HARPER LANE  
RICHLAND CENTER, WI 53581  
CURRENT OWNER:  
KENNETH RYNES JR.

POINT OF COMMENCEMENT  
WEST QUARTER CORNER  
SECTION 30, T10N, R2E  
RAILROAD SPIKE FOUND  
WITNESS TIES VERIFIED



FRACTIONAL SW 1/4 - NW 1/4

G.T.H. - "NN"

FRACTIONAL NW 1/4 - SW 1/4

SURVEY PREPARED BY:  
SEAN M WALSH, PLS 2016  
**WALSH** SURVEYING - MAPPING  
GEOMATICS, LLC PO BOX 486, RICHLAND CENTER, WI 53581  
608-383-1501 (O) 608-347-9307 (M)

**RICHLAND COUNTY ZONING APPROVAL:**  
RESOLVED THAT THIS CERTIFIED SURVEY MAP LOCATED IN THE SOUTHWEST QUARTER OF SECTION 30, TOWN OF WILLOW, KENNETH RYNES JR. OWNER, IS HEREBY APPROVED BY RICHLAND COUNTY ZONING.

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023

MIKE BINDL, ZONING ADMINISTRATOR

UNPLATTED LANDS BY OTHERS

N 88°46'21"E 2457.14' (2457.19') NORTH LINE SOUTHWEST QUARTER (N89°34'32"E 2457.26')

UNPLATTED LANDS BY OTHERS

N 88°46'21"E 477.80' HARPER LANE 899.60'

S 21°51'03" E 47.50' LOT 1 CSM 1082 BY SIMPSON

36.26' 33' 33' 12.24'

UNPLATTED LANDS BY OWNERS

N 67°51'49"W 964.83'

NE 1/4 - SW 1/4

N 31°22'24" W 169.47'

N 83°41'33"W 752.77'

UNPLATTED LANDS BY OTHERS

N 83°17'15" W 599.76'

S 01°36'38" E 89.40'

UNPLATTED LANDS BY OTHERS

**LOT 1**  
TOTAL AREA  
276,596 SQ. FT.  
6.3498 ACRES

**NET AREA**  
5.98 ACRES  
EXCLUDING R/W

PARCEL VACANT



SCALE: 1" = 200'

CENTER QUARTER CORNER  
SECTION 30, T10N, R2E  
6" DIA TOP RICHLAND COUNTY  
CAST IRON MONUMENT FOUND  
WITNESS TIES VERIFIED.

8" DIA X 5.5' TALL  
GALVANIZED IRON PIPE  
POST FOUND AT LOT  
CORNER

FENCE  
5' +/- WEST

FENCE  
7' +/- WEST

**LEGEND:**

- --- 3/4" DIA IRON REBAR FOUND (INLESS NOTED AS OTHER)
- --- 3/4" X 18" IRON REBAR, WEIGHT 1.5 LBS/FT PLACED BY THIS SURVEY
- (000.00) --- DIMENSIONS IN PARENTHESIS ARE AS PREVIOUSLY RECORDED
- x - --- EXISTING FENCE

FIELD WORK COMPLETED 3/17/23

SHEET 1 OF 1

BASIS OF BEARINGS AND ORIENTATION:  
RICHLAND COUNTY COORDINATES  
NAD 83 (2011) NORTH LINE OF THE  
SOUTHWEST QUARTER SECTION 30,  
T11N, R2E DETERMINED TO BEAR  
N88°46'21" E

S 01°36'38" E 2675.33'  
EAST LINE SOUTHWEST QUARTER  
(S00°47'58" E 2675.50')

SOUTH QUARTER CORNER  
SECTION 30, T10N, R2E  
3/4" DIA REBAR FOUND  
NEW GOV'T CORNER  
RECORD TO BE FILED.



Customer # 2564

Petition # RZ2023-011

COUNTY OF RICHLAND ZONING COMMITTEE
NOTICE OF PETITION

Original Owner: Gerry & Vickie Stadele

(I) (We) First Name(s) Gerry & Vicki Last Name Stadele Phone (608) 739-3937 Owner

Address 21250 Stadele Ln City Muscoda State WI Zip 53573

First Name(s) Last Name Phone

Address City State WI Zip

hereby petition the Richland County Zoning Committee for a:

Rezone from Rezone to Agriculture/Residential

CUP to permit

SUP to permit

Other

Authorized by Section(s) II D of the Richland County Zoning Ordinance.

Present description of the property involved in this petition is as follows: Parcel # 52010 2421-2000

Qtr NE Qtr NW Section 24 Town 9N Range 1W Township EAG9 # of acres 5.00

Lot Block Subdivision # of Acres Approved 0.00

Present Use Residential lot

Present Improvements residence and accessory structure

Proposed Use add more land to ot to build a another larger accessory structure

Legal Description CSM to come

Petition Filed 3/21/2023 Petitioner Notified Rezone Decision Ordinance #

Category Rezoning Town Notified CUP Decision CB Date

Fee Amount \$500.00 Township Approval CUP Expires CB Decision

Meeting Date 5/1/2023 Decision Date SUP Decision Amendment #

Comments Farms with brother and adding more land to his current 0.88 acre lot

County Clerk Approval

(Signed) Appellant(s) or Agent(s)

2421-1

LAWRENCE A STADELE & GERALD C STADELE  
36.68

Eagle

GERALD C & VICKI L STADELE  
0.88

2421-2

21250

GERALD C & LARRY A STADELE  
34.6

2422-1

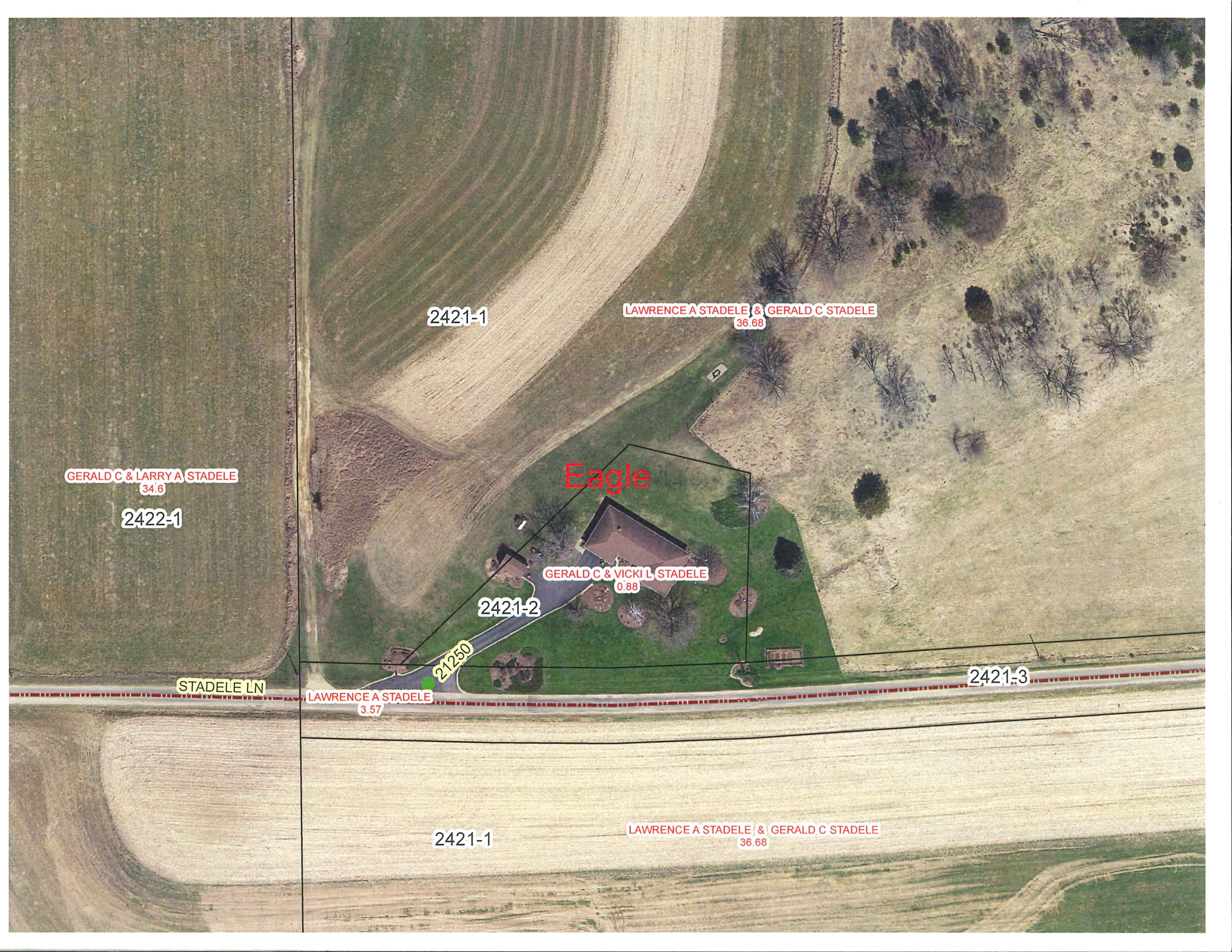
STADELE LN

LAWRENCE A STADELE  
3.57

2421-3

2421-1

LAWRENCE A STADELE & GERALD C STADELE  
36.68



6

**RICHLAND COUNTY CERTIFIED SURVEY MAP NO. \_\_\_\_\_**  
BEING LOCATED IN PART OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 24, TOWNSHIP 9 NORTH, RANGE 1 WEST, TOWN OF EAGLE, RICH LAND COUNTY WISCONSIN.

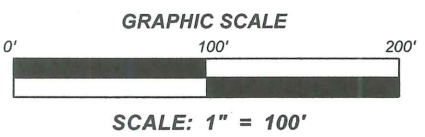
SURVEY PREPARED FOR:  
**GERALD C. AND VICKIE L. STADELE**  
21250 STADELE LANE  
MUSCODA, WI 53573

**DRAFT COPY**

SURVEY PREPARED BY:  
SEAN M WALSH, PLS 2016

**WALSH SURVEYING - MAPPING**  
GEOMATICS, LLC PO BOX 486, RICHLAND CENTER, WI 53581

608-383-1501 (O) 608-347-9307 (M)



RESERVED FOR REGISTER OF DEEDS

**NORTHWEST CORNER**  
SECTION 24, T9N, R1W  
GIN SPIKE MONUMENT FOUND  
IN PAVEMENT OF S.T.H. 80  
WITNESS TIES VERIFIED

**POINT OF COMMENCEMENT**  
NORTH QUARTER CORNER  
SECTION 24, T9N, R1W  
6" DIA RICHLAND COUNTY  
CAST IRON MONUMENT FOUND  
WITNESS TIES VERIFIED

- LEGEND:**
- --- INDICATES 3/4" DIA IRON ROD FOUND
  - --- INDICATES 3/4" X 18" IRON REBAR, WEIGHT 1.5 LBS/FT PLACED BY THIS SURVEY (000.00)
  - DIMENSIONS IN PARENTHESIS ARE AS PREVIOUSLY RECORDED / DESCRIBED
  - x - EXISTING FENCE

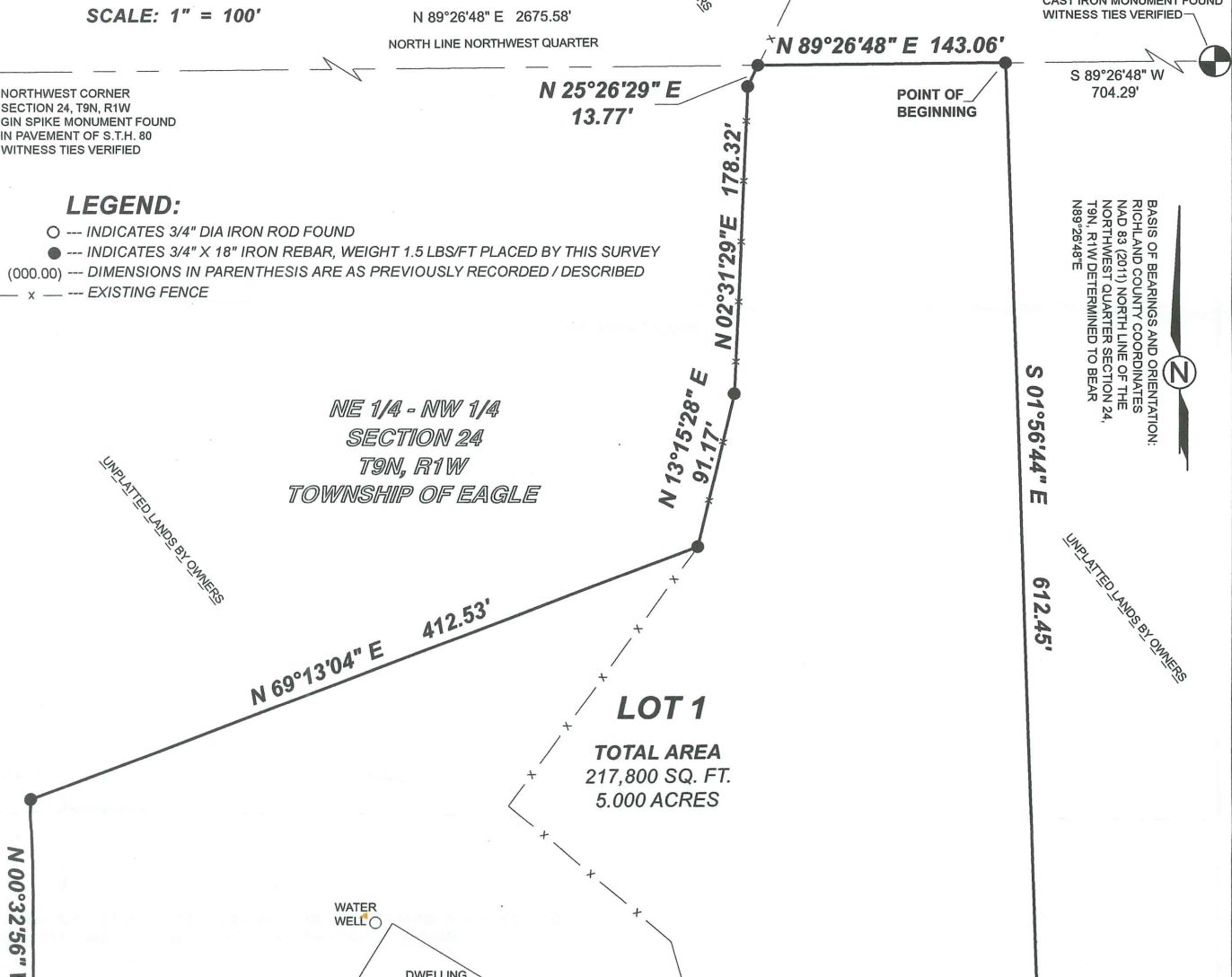
**BASIS OF BEARINGS AND ORIENTATION:**  
RICHLAND COUNTY COORDINATES  
NAD 83 (2011) NORTH LINE OF THE  
NORTHWEST QUARTER SECTION 24,  
T9N, R1W DETERMINED TO BEAR  
N89°26'48"E



*NE 1/4 - NW 1/4  
SECTION 24  
T9N, R1W  
TOWNSHIP OF EAGLE*

UNPLATTED LANDS BY OWNERS

UNPLATTED LANDS BY OWNERS



**LOT 1**  
TOTAL AREA  
217,800 SQ. FT.  
5.000 ACRES



Good morning Madam Chair,

Please find the attached PowerPoint and PDF copy thereof.

Scott (MSA) has drafted out the data flow through the GIS position for the main functions of address change, parcel change/split, and rezoning. For the most part, the items that touch the GIS position/function are there from the “request” to the “notification of changes made” the process on what happens prior to the request (say like in a situation with the city) and what happens after notification, say with information flow back from the property lister become a matter of establishing a procedure.

In efforts of supporting the GIS function, and trying to assess proposals from MSA vs. SWRPC on a long term contract, I think the charts give the depictions needed to support the specification design. The flows and storage of data past the points of requests and notifications are most often functions of MIS or interfacing processes with partners/users, and I don't think much of the management of those supporting data flows and storages would be the responsibility of the person/ or contracted agency managing the map changes. The main functions of GIS will be managing changes to the Arc map.

Please let us know if this flow chart fulfills the data need requested, in efforts of deciding on a long term solution with GIS services. The feedback I have received from staff thus far has been of positive support in services received from MSA. If there is desires to solicit for proposals again to ensure functions can be completed (apples to apples) then I am hoping the flow maps designed help specify the needs and illustrate the users for the purposes of fulfilling functions; from receiving a request, to changes in the Arch map, and finally giving notifications of the changes.

Thank you and stay safe.

,Clint

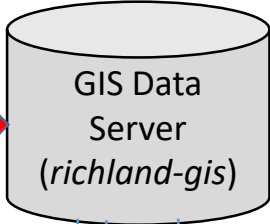
# Richland County – GIS Information Flow

1. Identify Data Flow (Addresses -
2. Distribution List
3. Identify current questions, gaps, inconsistencies
4. Clean Up Effort and Geo-validating
5. Procedure and future expansions

# Process - Address Change:

Request for Address Change through Zoning Officer

**Request**

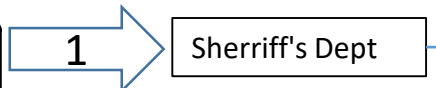


GIS makes updates and loads the Source GIS Data (Main Database; on site)  
End: When updates are completed by GIS send out an distribution email to notify of the update – out to end users\*

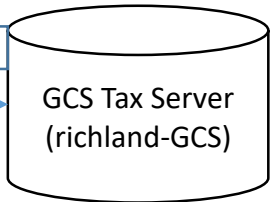
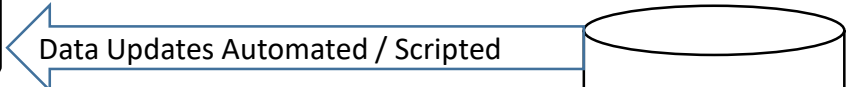
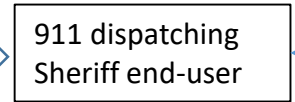
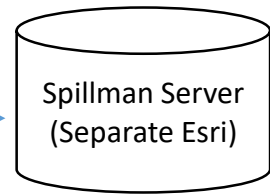
Request from City or Township //How does this work as they can issue?

**Request**

Ashley at Richland Center



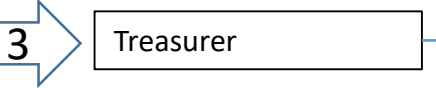
Crossroads manages DATA on Spillman



GCS changes: parcel splits and deed changes; have a automatic upload/push back into GIS - GCS is migrating to cloud base system

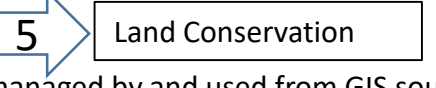


Data managed by Treasurer/RPL



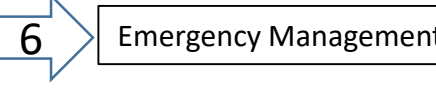
Interactive Mapping App for general public

Data managed by and used from GIS source



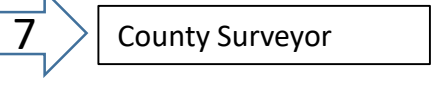
NR 151 Management App

Data managed by and used from GIS source



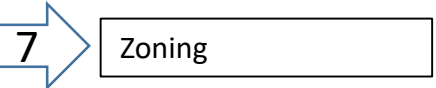
Damage Assessment Editor App

Data managed by and used from GIS source

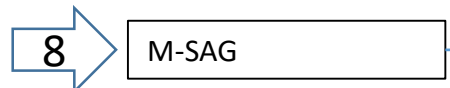


PLSS Corner & Plat of Survey Apps

Data managed by and used from GIS source



Zoning Viewer (Public) & Zoning Editor (Department) Apps

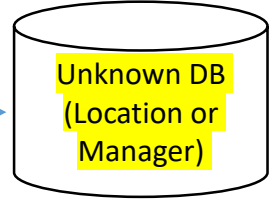


Master street access guide DB, verifies to phone number land-line referenced by 911.

Where doe PSAP fit?

John manages from county side.

Sends to data to frontier. → Destination needs verification



## Identified Other End-user Needs

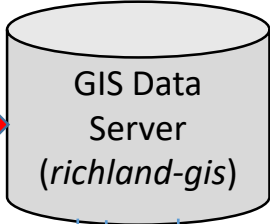
**Insight:** Through Mapping software on another server – that populates to 911 // will switch to Vista through Motorola [?? Not sure where their data comes from]

**Rapid SOS:** another solution [?? Not sure where their data comes from]

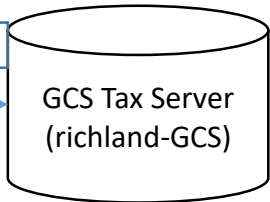
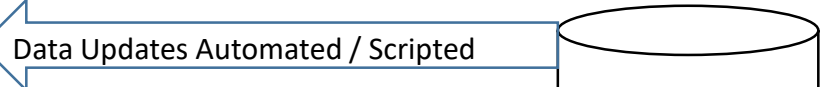
# Process - Parcel Change:

Request for parcel split from Real Property Lister

**Request**



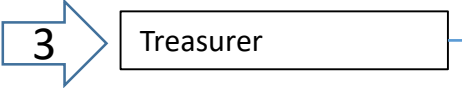
Real property lister provides parcel splits to GIS and they make updates and loads the Source GIS Data (Main Database; on site)



GCS changes: parcel splits and deed changes; have a automatic upload/push back into GIS - GCS is migrating to cloud base system

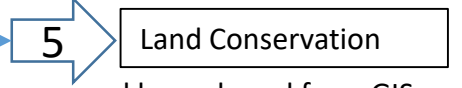


Data managed by Treasurer/RPL



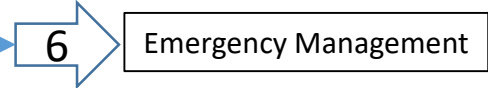
Interactive Mapping App for general public

Data managed by and used from GIS source



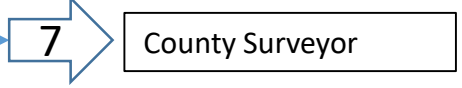
NR 151 Management App

Data managed by and used from GIS source



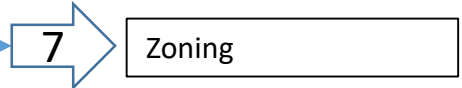
Damage Assessment Editor App

Data managed by and used from GIS source



PLSS Corner & Plat of Survey Apps

Data managed by and used from GIS source



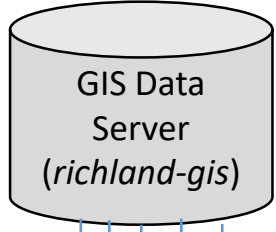
Zoning Viewer (Public) & Zoning Editor (Department) Apps

## Identified Other End-user Needs

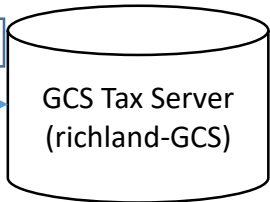


# Process - Zoning Change:

Request for zoning Change through Zoning Officer **Request**

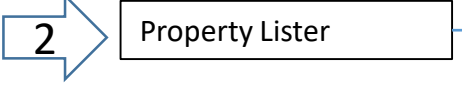


Data Updates Automated / Scripted

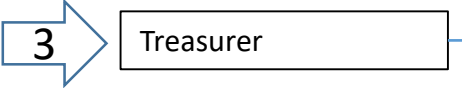


GCS changes: parcel splits and deed changes; have a automatic upload/push back into GIS  
- GCS is migrating to cloud base system

Zoning office provides official from with legal description of re-zone to GIS and they make updates and loads the Source GIS Data (Main Database; on site)

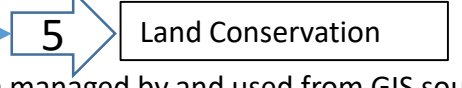


Data managed by Treasurer/RPL



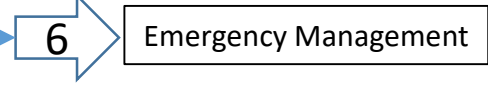
Interactive Mapping App for general public

Data managed by and used from GIS source



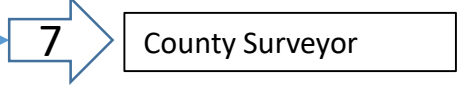
NR 151 Management App

Data managed by and used from GIS source



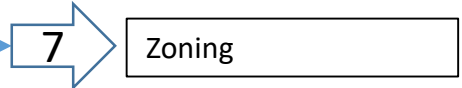
Damage Assessment Editor App

Data managed by and used from GIS source



PLSS Corner & Plat of Survey Apps

Data managed by and used from GIS source



Zoning Viewer (Public) & Zoning Editor (Department) Apps

Request from City or Township **Request**  
//How does this work as they can issue?

Ashley at Richland Center

### Identified Other End-user Needs

# Identified Issue (current and projected):

Need to build a distribution emails – Send out list – notification is sent with summary of updates, so end-user knows if pertinent (PRIORITY)

- Better to have too many people included than not enough.
- Could include every department head.
- Ensure all new addresses from 9/22 to now are sent to list

Need to coordinate with city/towns on standardizing adding addresses/ street changes / consistency or names (example changes to Clary Lane and geo validating)

Need to have process with townships and cities: changes with streets, house numbers, new addresses (example if change the street = change new house numbers)

1. Does the Zoning Department issue all rural addresses?
2. What role do the Townships have in Addressing and Zoning changes?
  - a. Do all towns take part in County Zoning?
3. Does the Zoning Department have any role in Road Name Approvals, Additions, or changes?
4. Does the Zoning Department coordinate with any municipal road naming or at least in unincorporated communities.

# Clean up Plan

Need to possibly: get data back from Spillman to correct errors that were originally filled

Example: Pine River Road problem

NG911 data preparation – contracting with Crossprads

- Jessica with state NG911 office mentioned impact of county's new area cose (353)

# Expansions:

- Dashboards (Example: COVID)
- Mobile GIS (Field Maps App)
  - Data entry on utilities and notifications by smartphone app
- NG911 Data Prep
- Open Data Portal – Public data download
- Parcel Adjustment
  - To better align with new PLSS coordinates (~70% complete)
- Parks and Trails Mapping
- Public Information (Hub)
- Review land records plan and update if necessary

## Issuing an Address Number:

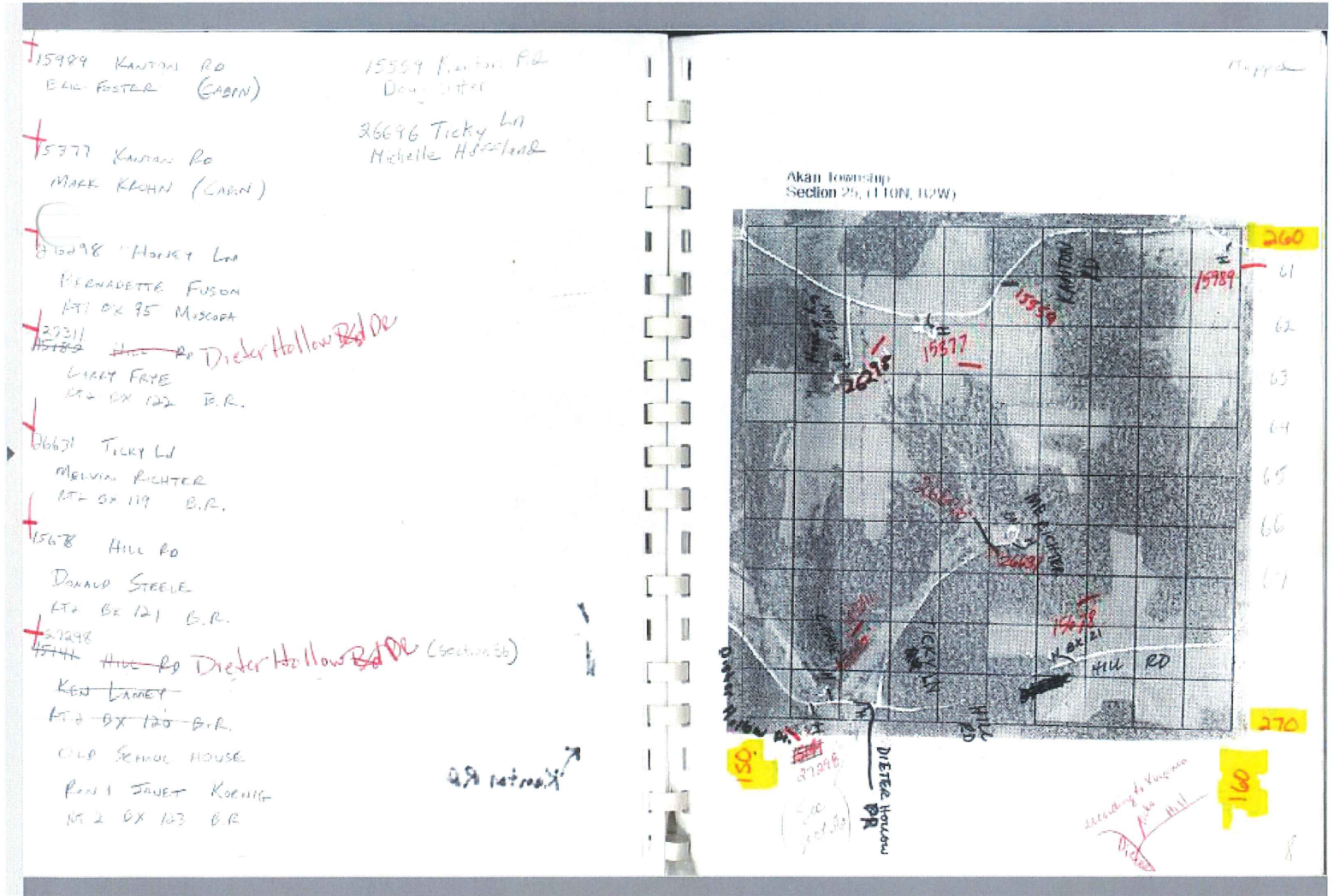
When filling out an application, make sure the fee is paid, and that we have a driveway permit from township and/or county highway. You also will need to know the exact location of where the driveway comes off the road. It is best to print out an aerial and have them mark the location and let them know that if the driveway location moves there may need to be a new number issued.

Bring up parcel on GIS map, pull blue address book for the township.

Turn on centerline arrow direction layer.

Find the location of where the driveway comes off of the road. Place address point at this location and/or draw on the Application for County Address a little plot plan showing the road, the location of the number to address and the closest current addresses on each side of the new driveway.

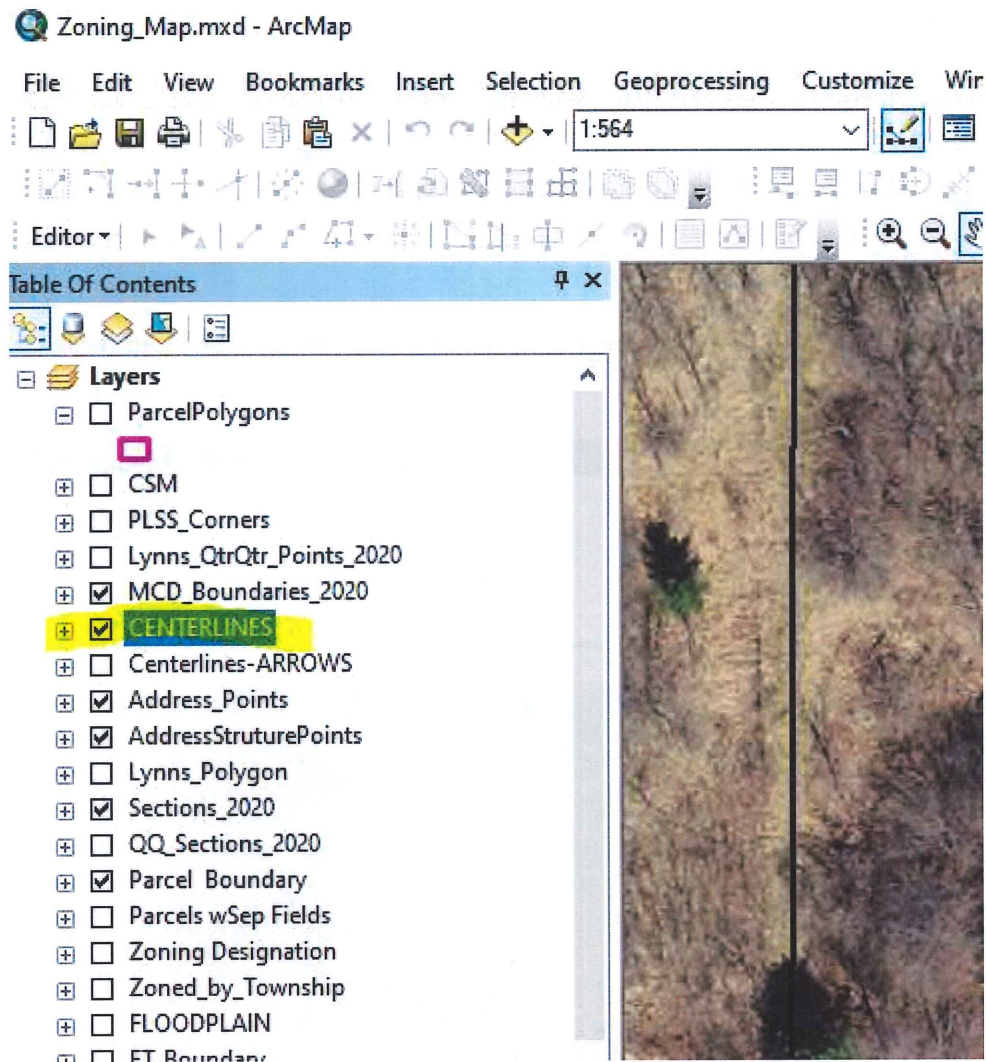
Determine if this address should be on the north/south grid or the east/west grid. If can't determine, look in address book of the proper township and section.



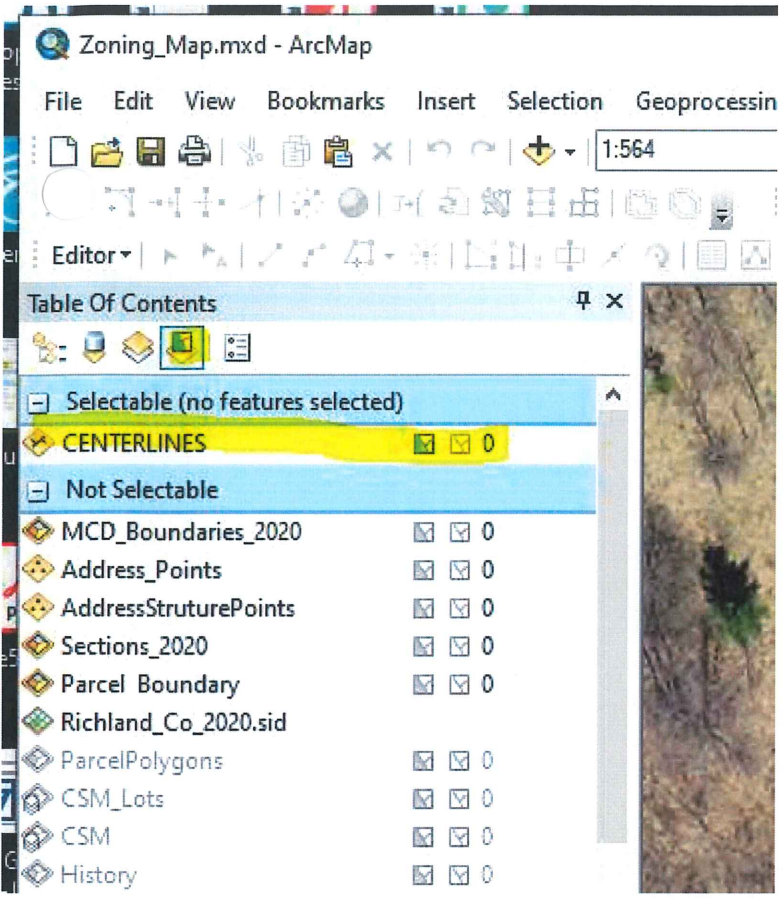
In the illustration above notice the “road (east/west)” grid 150-160 and the “drive (north/south)” grid 260-270. Determine number of feet between address point and the address points before and after by using the measuring tool on the GIS map.

Take the number of feet between the new point and the address points on each side of the new point and divide it 5.28. (5.28 is the number feet, determined years ago, figured between each address number). Take that number and add it or subtract it from the address numbers on each side of the new point. There may be an overlap. Using averaging and common sense, figure what the number should be. Keep in mind, that in the future there may be several more driveways coming in near this point on both sides of the road. You need to allow for growth.

Make the centerline layer selectable.



Go to the "List by Selection" Icon in the table of contents on your map and click.



Turn off all layers that are highlighted and make the centerline layer the only highlighted layer as shown in the above illustration by clicking in the first square.

Open the centerline attribute table by right clicking on the layer name in the table of contents and click "Show Selected Records" in table to see selected record.

Zoning\_Map.mxd - ArcMap

File Edit View Bookmarks Insert Selection Geoprocessing Customize Wir

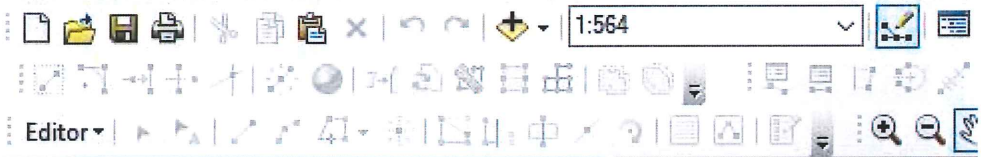


Table Of Contents

- Layers
  - ParcelPolygons
  - CSM
  - PLSS\_Corners
  - Lynns\_QtrQtr\_Points\_2020
  - MCD\_Boundaries\_2020
  - CENTERLINES
  - Centerlines-ARROWS
  - Address\_Points
  - AddressStruturePoints
  - Lynns\_Polygon
  - Sections\_2020
  - QQ\_Sections\_2020
  - Parcel Boundary
  - Parcels wSep Fields
  - Zoning Designation
  - Zoned\_by\_Township
  - FLOODPLAIN
  - FT Boundary





Check to see what the “beginning” address number is within that segment of centerline. Write it down on the application sheet and do the same with the “end” address number of that segment of centerline. (Your address number for the new number should be somewhere between these two numbers.)

Table

OBJECTID*	street	LABEL	STR_NAME	SUFFIX	begnumb	endnumb	fromleft	LFROM	toleft
1555	DIETER HOLLOW DR	DIETER HOLLOW DR	DIETER HOLLOW DR	DR	26952	27150	26953	26953	27150

Table Of Contents

- Selected
  - CENTERLINES 1
    - Township Road
      - DIETER HOLLOW DR
- Not Selectable
  - MCD\_Boundaries\_2020 0
  - Address\_Points 0
  - AddressStructurePoints 0
  - Sections\_2020 0
  - Richland\_Co\_2020.sid
  - ParcelPolygons 0
  - CSM\_Lots 0
  - CSM 0
  - History 0
  - CSMs-Old 0

When you determine what the number could be... double check to see if it should be an odd number or an even number, then search for that number to see if it is already existing. If it does already exist maybe see if there is a number that is not already used a couple of digits up from that number or below. Just remember to keep it either even or odd... whatever it is supposed to be.

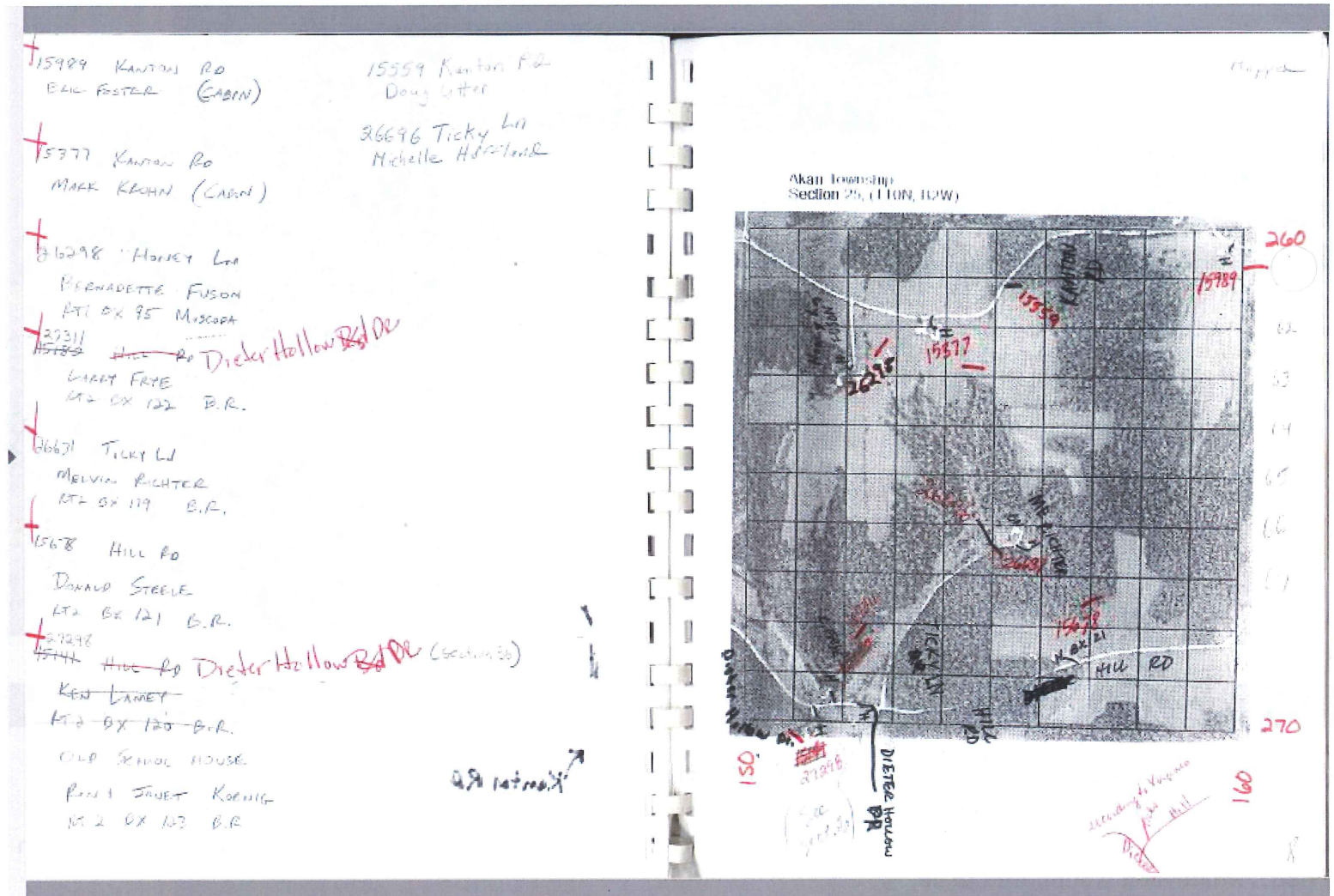
Drives are North/South  
 Even – West  
 Odd – East

Roads are East/West  
 Even – North  
 Odd – South

Lanes are dead ends.

Write down the new number in the NUMBER WILL BE line on the application.

Open the address book to the proper town and section. Find where the location of the new number should be. With a black marker mark where the driveway comes off of the road. With a red marker write down the new number coming off of the black driveway marked. On the opposite page in the book write down the new number and road name and the name of the property owner.

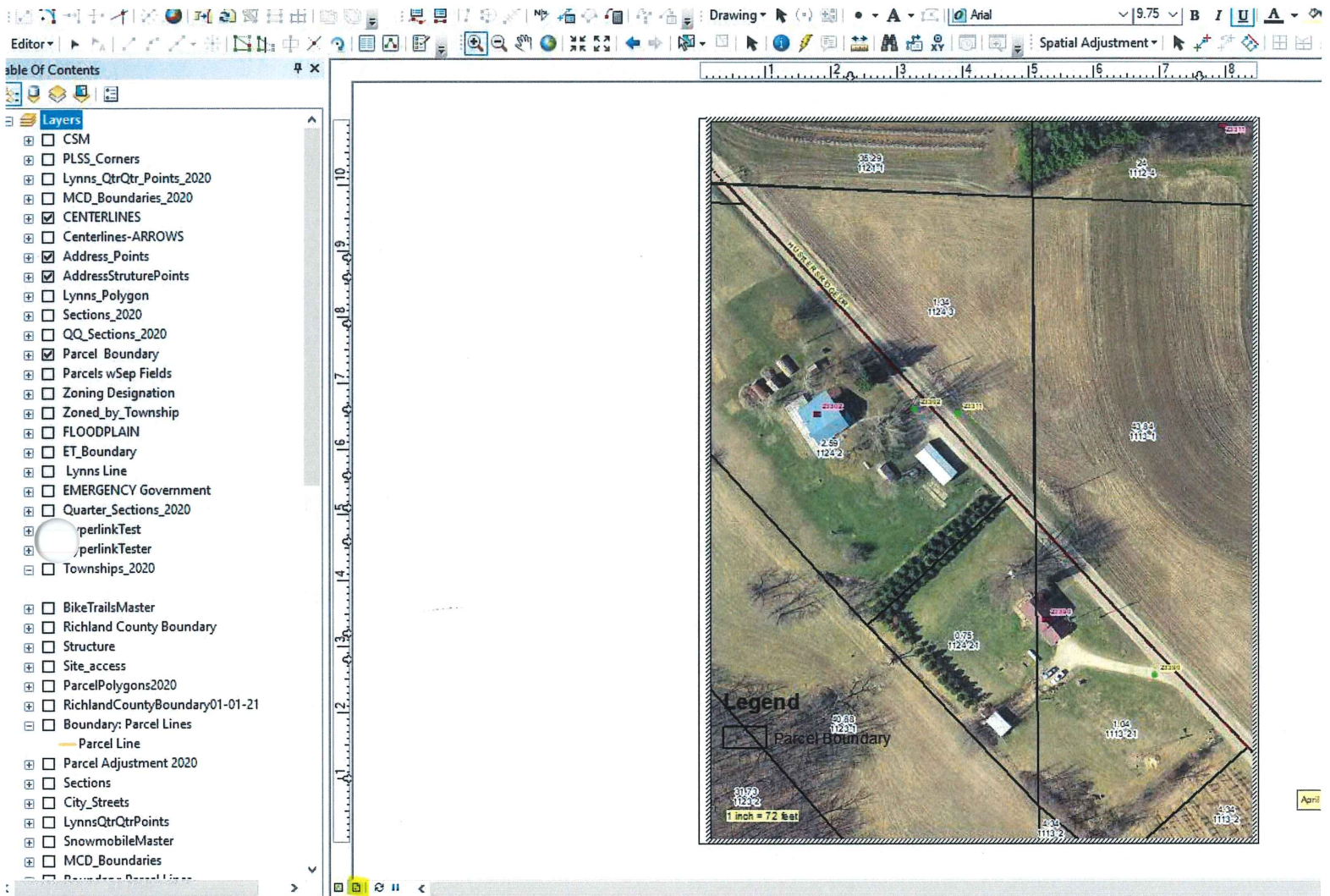


Create the new address number in the Address Points and Address Structure Points layers fill in the attributes. (Must need an Arc Editor license to map this.)

Give the application to the Office System Technician where they can add it to Access and make the sign. They will notify the property owner that it is ready to pick up.

**CROSSROADS ADDRESSING UPDATES:** When issue a new address must send an aerial of the location of the new address including the neighboring addresses on each side of the new address to Cross Roads so they can add it to their (Spillman) data (make sure the centerline labels are included). It sounds like once they received the original 911 data from us they took that data and massaged it so it conforms to working with the Spillman data. They will add each address manually. This seems to be red circle work but that is the way they want it. Send to: Neil Sexton - [neil.sexton@crossroadsgissolutions.com](mailto:neil.sexton@crossroadsgissolutions.com)

(This is for addresses that can't be mapped at this time.) To print off a map of the new address number so you can scan it and send it to Crossroads click Layout View icon as highlighted below. Make sure the centerline is labelled.



Zoom in or out so you can clearly see the area of the new address and the addresses on either side of it.

Go to the File tab (upper left hand corner) and select print and print if off in color. Then, by hand, mark the area of the new address and put the new address number near the point. Scan it and send it to Crossroads as shown above.

The screenshot shows the ArcMap interface with a zoning map. A centerline for Dieter Hollow Dr is highlighted in blue. A table window is open, displaying the following data:

OBJECTID*	street	LABEL	STR_NAME	SUFFIX	begnumb	endnumb	fromleft	LFROM	tol
1555	DIETER HOLLOW DR	DIETER HOLLOW DR	DIETER HOLLO DR		26952	27150	26953	26953	2

In the above illustration, for this segment of centerline, the new address number would have to be between 26952 and 27150.

Store PDF's in G:\Zoning\Inewkirk\WP60\County Address

Should receive an email back saying they received the update. Can put this in a file in emails under Crossroads – Addresses Received

To check Tickets List go to: <https://crossroadsgissolutions.freshdesk.com/support/tickets> this link should come in with email saying they received the notification of the new number.

**UPDATING EXISTING ADDRESS OR CENTER DATA:** When making a correction to an existing road name or address, map the change as necessary. Make sure to update the address layer in addition to the centerline layer when updating a road name. Update address books.

Make sure to notify all departments of any changes to address numbers or centerline names as follows:

ZONING – COUNTY ADDRESS DATABASE  
GIS – MAPPING  
SHERIFF’S DEPARTMENT – John Couey  
SHERIFF’S DEPARTMENT – DISPATCH  
EMERGENCY MANAGEMENT – DARIN GUDGEON  
CORRESPONDING FIRE DISTRICT  
CORRESPONDING EMS DISTRICT  
CORRESPONDING FIRST RESPONDER DISTRICT  
TAX LISTER  
TREASURER  
POST OFFICE  
ADDRESS MGMT SYSTEMS LAKELAND DISTRICT  
MIKE BINDL

See attached form.

If you ever need to contact the Post Office for anything the person to talk to in the Richland Center PO would be Resa. She is very helpful (although she will probably be retiring by the end of 2022). 608 647 2060.

**For Subdivisions and other heavier populated areas:**

There are separate files for subdivisions and other heavier populated areas that should be pulled and used in the same way you use the township booklets. The reason is because documenting several address numbers in a small place makes it more difficult to read if not impossible. These files are located just behind the township address book for each township. Just make sure you document such numbers either in that subdivision file or in the township book (and maybe both). File Application for County Address Sign in the Subdivision file when everything is finished. Do not file it in the regular township file.

Address\_Forms

File Home Share View

Clipboard: Pin to Quick access, Copy, Paste, Cut, Copy path, Paste shortcut

Organize: Move to, Copy to, Delete, Rename

New: New folder, New item, Easy access

Open: Properties, Open, Edit, History

Selection: Select, Select, Invert

This PC > Land Information Data (G:) > Zoning > Inewkirk > WP60 > County Address > Address\_Forms

Quick access

OneDrive

This PC

3D Objects

Desktop

Documents

Downloads

Music

Pictures

Videos

Local Disk (C:)

Data (D:)

Land Information Data (G:)

lynn.newkirk (H:)

Zoning Scans (I:)

GIS (L:)

Committee Information (N:)

Orthos (O:)

Setup (S:)

Network

Name

ADDRESS SIGN\_NEEDS\_ATTENTION\_FORM.doc

APPLICATIONFORCOUNTYADDRESSSIGN.pdf

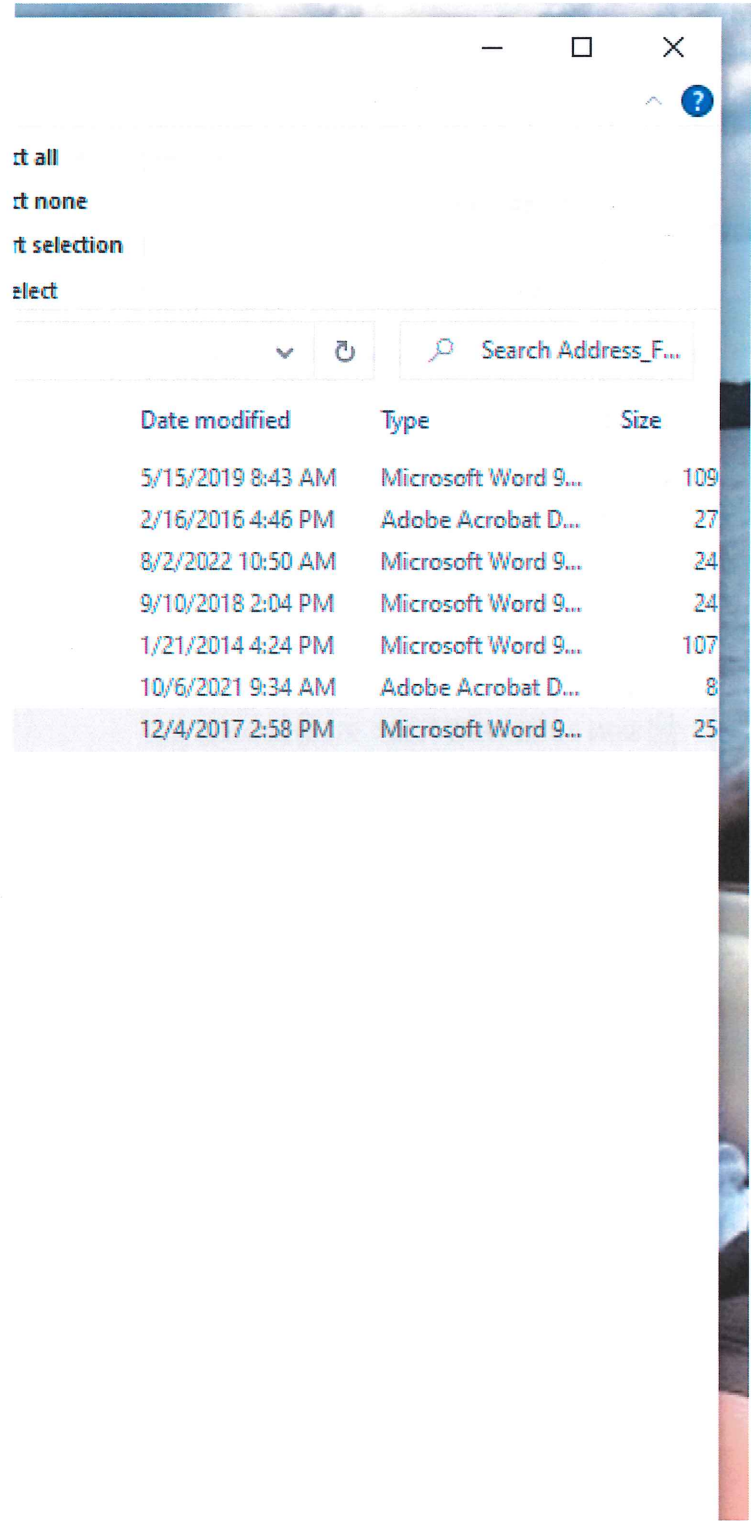
CHANGE OF ADDRESS NOTIFICATION.doc

Flood8-2018.doc

Invoice.doc

Invoice.pdf

SIGN PLACEMENT FORM -911 System.doc



tt all

tt none

tt selection

elect



Search Address\_F...

Date modified	Type	Size
5/15/2019 8:43 AM	Microsoft Word 9...	109
2/16/2016 4:46 PM	Adobe Acrobat D...	27
8/2/2022 10:50 AM	Microsoft Word 9...	24
9/10/2018 2:04 PM	Microsoft Word 9...	24
1/21/2014 4:24 PM	Microsoft Word 9...	107
10/6/2021 9:34 AM	Adobe Acrobat D...	8
12/4/2017 2:58 PM	Microsoft Word 9...	25



# Richland County Zoning & Land Information

Richland County Courthouse  
181 W Seminary St  
Richland Center, WI 53581

Mike Bindl  
Zoning Administrator/Sanitarian

Lynn Newkirk  
GIS Specialist/Asst. Zoning  
Admin./Asst. Sanitarian

Cheryl Dull  
Program Assistant

Date:

Attn: Property Owner of Richland County

RE: County Address Sign

Location Address: \_\_\_\_\_

It has been brought to our attention that there is an issue with the condition or placement of your address sign making it difficult to be determined or seen from the road. This can cause emergency vehicles to lose valuable time when responding to a 911 call.

If you are in receipt of this letter it means that attention is needed for your address sign, as follows:

- \_\_\_\_\_ **Sign is on wrong side of road.** (Sign should be on the same side of the road as the driveway.)
- \_\_\_\_\_ **Sign is too far away from driveway.\***
- \_\_\_\_\_ **Sign is positioned wrong.** (Sign should be placed perpendicular to the road.)
- \_\_\_\_\_ **Sign not visible.**(Sign must be visible coming from either direction of the road.)
- \_\_\_\_\_ **Bushes/trees cover sign.** (Sign must be kept free of overgrown vegetation.)
- \_\_\_\_\_ **Sign is damaged.** (Sign may need to be replaced.)
- \_\_\_\_\_ **Other:** \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

For your safety, and the safety of others, we would appreciate that the above item(s) be attended to as soon as possible.

If you have any questions, please call Lynn Newkirk, Asst. Richland County Zoning Administrator at 608/647-2447.

Thank you for your assistance in this matter.

Sincerely,

*Lynn Newkirk*  
Asst. Zoning Administrator

\*Sign should be placed on either side of the driveway, approximately 12 feet to either the left or right of the edge of the driveway, lying on the road right-of-way line. (If unsure where your road right-of-way is, call your town or county highway shop.)



APPLICATION FOR  
COUNTY ADDRESS SIGN

TOWNSHIP \_\_\_\_\_ New Home  Other

LEGAL \_\_\_\_\_ 1/4 \_\_\_\_\_ 1/4 SECTION \_\_\_\_\_ T \_\_\_\_\_ N R \_\_\_\_\_

PARCEL # 52 \_\_\_\_\_ LOT # \_\_\_\_\_ BLOCK # \_\_\_\_\_

PROPERTY OWNER \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

DAYTIME PHONE \_\_\_\_\_

**DRIVEWAY ON** \_\_\_\_\_ ESN \_\_\_\_\_

Post Office

OFFICE USE ONLY:

NUMBER WILL BE \_\_\_\_\_

Date request made: \_\_\_\_\_

Date sign order: \_\_\_\_\_

Date fee paid: \_\_\_\_\_

Date pick-up letter sent: \_\_\_\_\_

Driveway Permit issued:                      \_\_\_\_\_

Date sign picked up: \_\_\_\_\_

Date measured: \_\_\_\_\_

Date fee request letter sent: \_\_\_\_\_

Date mapped: \_\_\_\_\_

**Richland County Zoning Department  
181 W Seminary St  
Richland Center WI 53581  
608/647-2447**

***Address/Road Change Notification***

EXISTING NAME:  
EXISTING ADDRESS:

NEW NAME:  
NEW ADDRESS:

LOCATION:

EFFECTIVE DATE:

COMMENTS:

**DEPARTMENTS TO BE NOTIFIED:**

**DATE NOTIFIED:**

ZONING – COUNTY ADDRESS DATABASE

GIS – MAPPING

SHERIFF'S DEPARTMENT – John Couey  
RANGE CHANGE: NA

SHERIFF'S DEPARTMENT – DISPATCH

EMERGENCY MANAGEMENT – DARIN GUDGEON

CORRESPONDING FIRE DISTRICT

CORRESPONDING EMS DISTRICT

CORRESPONDING FIRST RESPONDER DISTRICT

TAX LISTER

TREASURER

POST OFFICE (Send Muscoda to Richland Center)

ADDRESS MGMT SYSTEMS LAKELAND DISTRICT

MIKE BINDL

## APPENDIX C

### RICHLAND COUNTY UNIFORM NUMBERING SYSTEM SIGN PLACEMENT STANDARDS

1. Sign unit will be placed on either side of driveway, approximately 12 feet to either the left or right of the edge of each driveway, lying on the road right-of-way. (If unsure where your road right-of-way is, call your town or county highway shop.) Placement shall be so that each blade is perpendicular to the road and so that numbers are in plain view from either direction.
2. Discretion should be used where strict compliance with the above standards cannot be met. Assistance from the townships or the Richland County Zoning Administrator will be available for these sites or any site where a question arises.
3. For protection of underground utilities call **Diggers Hotline** at 1/800-242-8511.

