



Farmland Conservation Easement Commission Agenda

Jefferson County Courthouse

311 S Center Ave, Rm 203

Jefferson, WI 53549

Monday, November 09, 2015 @ 12:30 pm

Members: Margaret Burlingham (Chair), Walt Christensen (Vice Chair), Steve Nass (Secretary), Mariah Hadler, and Blane Poulson.

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance with the Open Meetings Law
4. Approval of the November Agenda
5. Approval of the October 12, 2015 Meeting Minutes
6. Communications
7. Public Comment (members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Discussion on Rodell Lea's Easement Compliance
9. Discussion on Dale Neupert's Easement Compliance
10. Discussion and Possible Action on Burlingham Donated Easement
11. Discussion and Possible Action on Purchase of Agricultural Conservation Easements (PACE) Applications
 - Greg Wilke, Town of Waterloo
 - Cliff Haberman, Town of Milford
12. Discussion on Jefferson County Land & Water Conservation Report on Baseline Documentation for Easements
13. Discussion on the 2016 Budget
14. Discussion on Strengthening Agricultural Enterprise Areas
15. Discussion on Future Events that the Farmland Conservation Easement Commission would like to participate in and Community Outreach
16. Discussion on Items for the Next Agenda
17. Next Scheduled Meeting:
 - December 14, 2015 @ 12:30 in Room 203
18. Adjournment

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 this meeting should contact the County Administrator 24 hours prior to the meeting at (920) 674-7101 so appropriate arrangements can be made.



Farmland Conservation Easement Commission Minutes

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311 S Center Ave, Rm 203

Jefferson, WI 53549

Monday, October 12, 2015 @ 12:30 pm

Members: Margaret Burlingham (Chair), Walt Christensen (Vice Chair), Steve Nass (Secretary), Mariah Hadler, and Blane Poulson.

1. Call to Order:

The monthly meeting was called to order by Margaret Burlingham at 12:34 pm. Committee members Margaret Burlingham (Chair), Mariah Hadler (Member), and Steve Nass (Secretary) (@ 12:53 pm) were present. Also in attendance were Jim Schroeder, County Board Chairman; Mark Watkins, Director, Land & Water Conservation Department (LWCD); Gerry Kokkonen, LWCD; Kim Liakopoulos, LWCD; and Michelle Staff, Planning & Zoning Department. Walt Christensen (Vice Chair) and Blane Poulson (Member) were absent.

2. Roll Call (Establish a Quorum):

A quorum was established.

3. Certification of Compliance with the Open Meetings Law:

It was determined that the committee was in compliance with the Open Meetings Law.

4. Approval of the October Agenda:

The October agenda was reviewed by the committee members. No changes were proposed.

5. Approval of the September 14, 2015 Meeting Minutes:

Margaret Burlingham made a motion to approve the September 14, 2015 meeting minutes as written, Jim Schroeder seconded. Motion carried 3/0.

6. Communications:

There were no communications at this time.

7. Public Comment:

There were no comments at this time.

8. Discussion on Rodell Lea's Easement Compliance:

Michelle Staff informed the commission that Rodell Lea has been issued a zoning permit to move the structure which is in violation of the easement. Gerry Kokkonen went to Lea's site, confirmed the structure is in the process of being moved, and will follow up to confirm completion of the move.

9. Discussion on Dale Neupert's Easement Compliance:

Nothing new to discuss at this time.

10. Discussion and Possible Action on Purchase of Agricultural Conservation Easement (PACE) Applications:

a. Greg Wilke, Town of Waterloo

Mark Watkins - waiting for confirmation that the barn foundation has been removed. Margaret Burlingham will contact Greg Wilke to remind him of the appraisal deadline. Margaret Burlingham will contact NRCS and ask them to go through the easement language with Greg Wilke.

b. Cliff Haberman, Town of Milford

Gerry Kokkonen will contact NRCS to see if the DNR Endangered Species Assessment recommended in the Environmental Report needs to be completed. Gerry Kokkonen will finalize the baseline documents when the farmstead envelope is finished by the County Surveyor. Michelle Staff told the commission that NRCS may require Cliff Haberman to rezone the property that isn't currently included in the easement.

11. Discussion on Jefferson County Land & Water Conservation Report on Baseline Documentation for Easements:
Baseline Documentation was discussed within item # 10

12. Discussion on the 2016 Budget:

Steve Nass - Finance Committee voted no, 5/0, on the resolutions sent by the commission and the resolutions will be sent back to County Board. Mark Watkins - there is some money that may be available for easements left over from the Federal Flood Mitigation in 2008. Jim Schroeder told the commission that future easement requests will be handled on a case by case basis.

13. Discussion on Strengthening Agricultural Enterprise Areas:

This item will be discussed at the next meeting when Blane Poulson is present.

14. Discussion on Future Events that the Farmland Conservation Easement Commission would like to participate in and Community Outreach:

Fort Atkinson Winter Farmers Market, 12/05/15, 9:00 - 3:00

15. Discussion on Items for the Next Agenda:

Items # 8 - 15, Burlingham Donated Easement

16. Next Scheduled Meeting:

November 9, 2015@ 12:30 pm in Room 203.

17. Adjournment:

Steve Nass made a motion to adjourn at 1:14 pm, Mariah Hadler seconded. Motion carried 4/0.

**Report from the Jefferson County Zoning Department
Farmland Conservation Easement Commission**

Name of Owner: Thomas P & Margaret V. Burlingham
N1718 County Road E
Palmyra, WI 53156

Parcel Numbers: 024-0516-1522-000

Contiguous A-1 Acres per Jefferson County Plan and Ordinance: 38.916 acres

Factors for determination of A-3 lot availability:

1. Town of Palmyra approval (Towns may veto any request based on Town plan which may be more restrictive than Jefferson County's)
2. Jefferson County Board of Supervisors approval
3. Access approval by maintaining authority
4. Zoning
5. Receipt of suitable soil test for a septic system
6. Extraterritorial/Urban Service Area/Rural Hamlets
7. Previous A-3 Lots approved 0
8. Physical Property Attributes
 - a. Soils (Prime vs Non-Prime)
 - b. Floodplain and wetlands
 - c. 2 foot contours/20% slopes
 - d. Upland woods/Environmental Corridors

Attached Maps: Parent Parcel/Parcel of Records Zoning Soils Air photo Floodplain/Wetland/Environmental Corridor Contours Extraterritorial/urban Service Area/Rural Hamlets

Zoning Notes (ie. petition #, affidavits, restrictions, staff comments, etc):
All prime farmland shown on soil survey.

Potential number of A-3 lots available (Zoning staff review only) 1 one acre lot of prime soil may be requested. Proposed lots must meet all lot sizes and setbacks as required in the A-3 zone.

Note: To determine the actual available number of A-3 lots, the property would be required to complete the zoning amendment process. Until that occurs, no lots are available.

Review done by

Nichelle Staff 10/29/15

Zoning Administrator approval

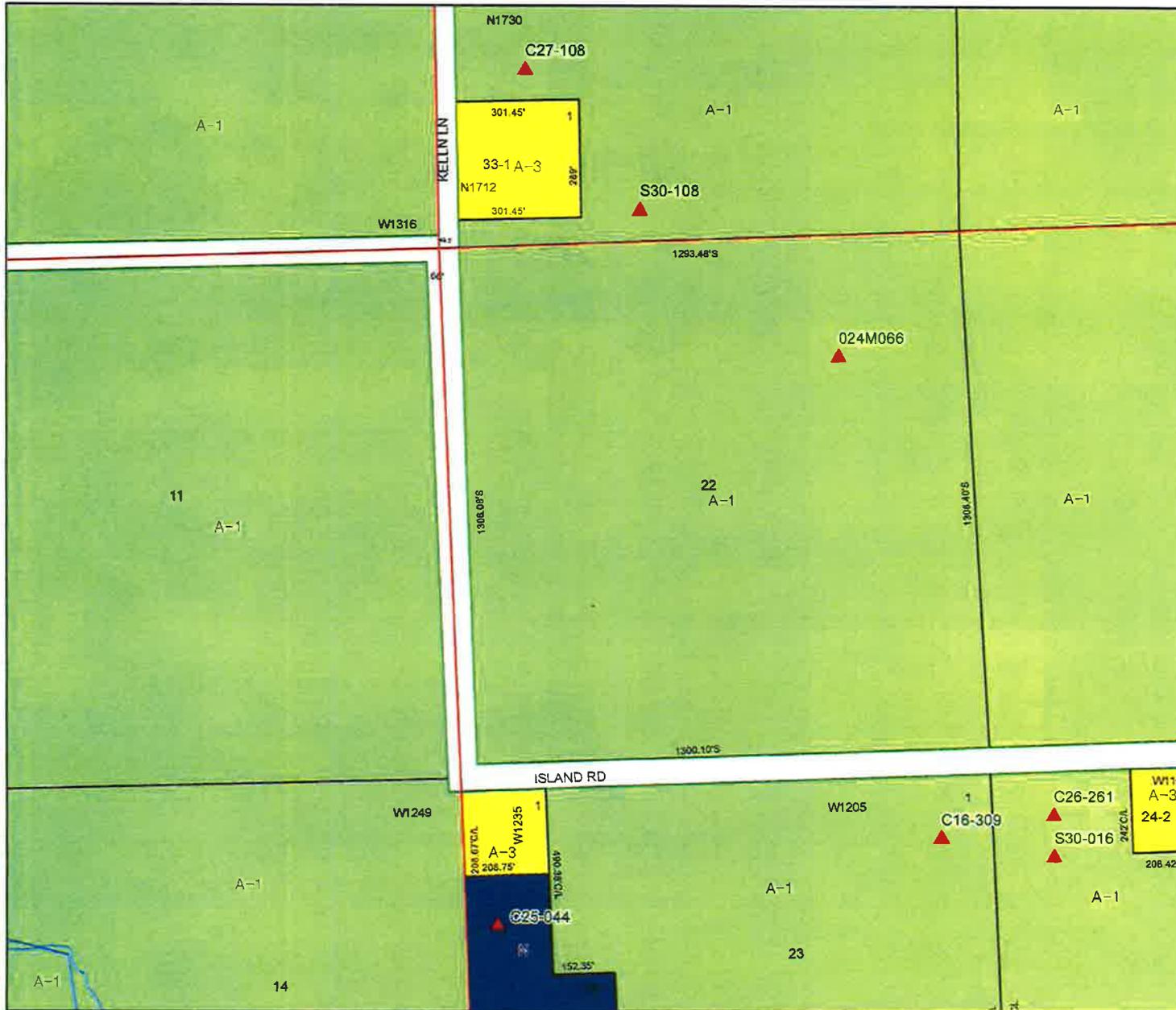
Charles Harty

Date

10-29-15

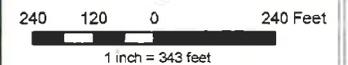


Zoning



Legend

- A-1 Ag
- A-2 Ag Bus
- A-3 Rural Res
- A-T Ag Transition
- B Business
- C Community
- I Industrial
- N Natural Resource
- R-1 Res Sewer
- R-2 Res No-Sew
- R/R Res/Rec
- W Waterfront
- Zoning lines within a parcel
- Preliminary Surveys
- Land Surveys
- Municipality Boundary
- Streams and Ditches
- Surface Water
- Section Lines



DISCLAIMER: This map is not a substitute for an actual field survey or onsite investigation. The accuracy of this map is limited to the quality of the records from which it was assembled. Other inherent inaccuracies occur during the compilation process. Jefferson County makes no warranty whatsoever concerning this information.

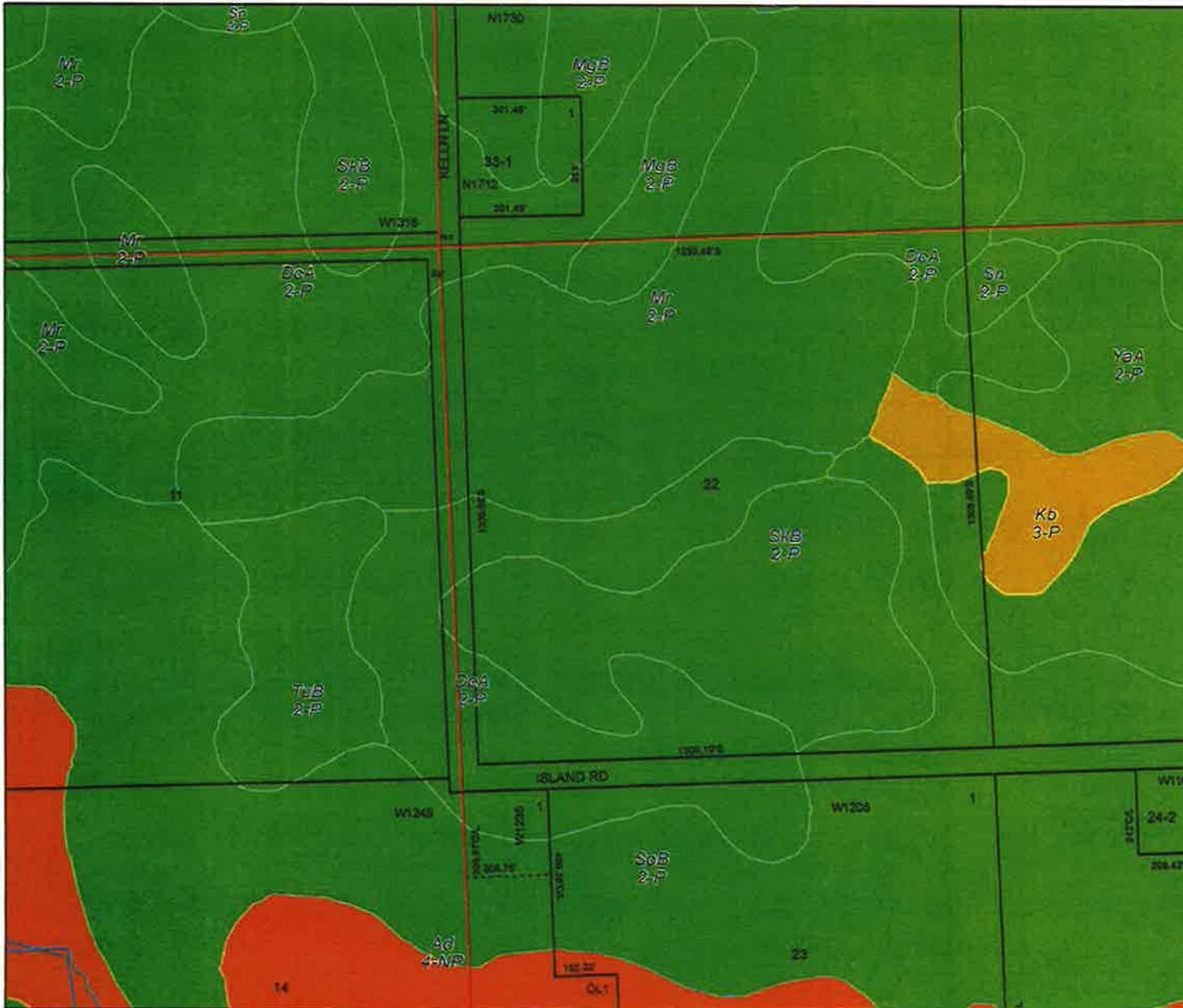


Prime Soils

Legend

Prime Soil Classification

- 1-P
- 2-P
- 3-P
- 3-NP
- 4-NP
- 5-NP
- 6-NP
- 7-NP
- Preliminary Surveys
- Municipality Boundary
- Streams and Ditches
- Surface Water
- Section Lines



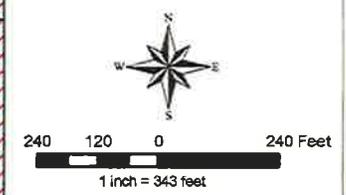
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Parcel of Record



- Legend**
- Frozen Parcels**
- Rezoning
 - Deed Transfer
 - Farm Consolidation/Accessory
 - Lot Variance
 - Parcels of Record 1977
 - Parcels of Record 2000
 - Zoning lines within a parcel
 - Preliminary Surveys
 - Land Surveys
 - Municipality Boundary
 - Streams and Ditches
 - Surface Water



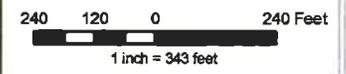
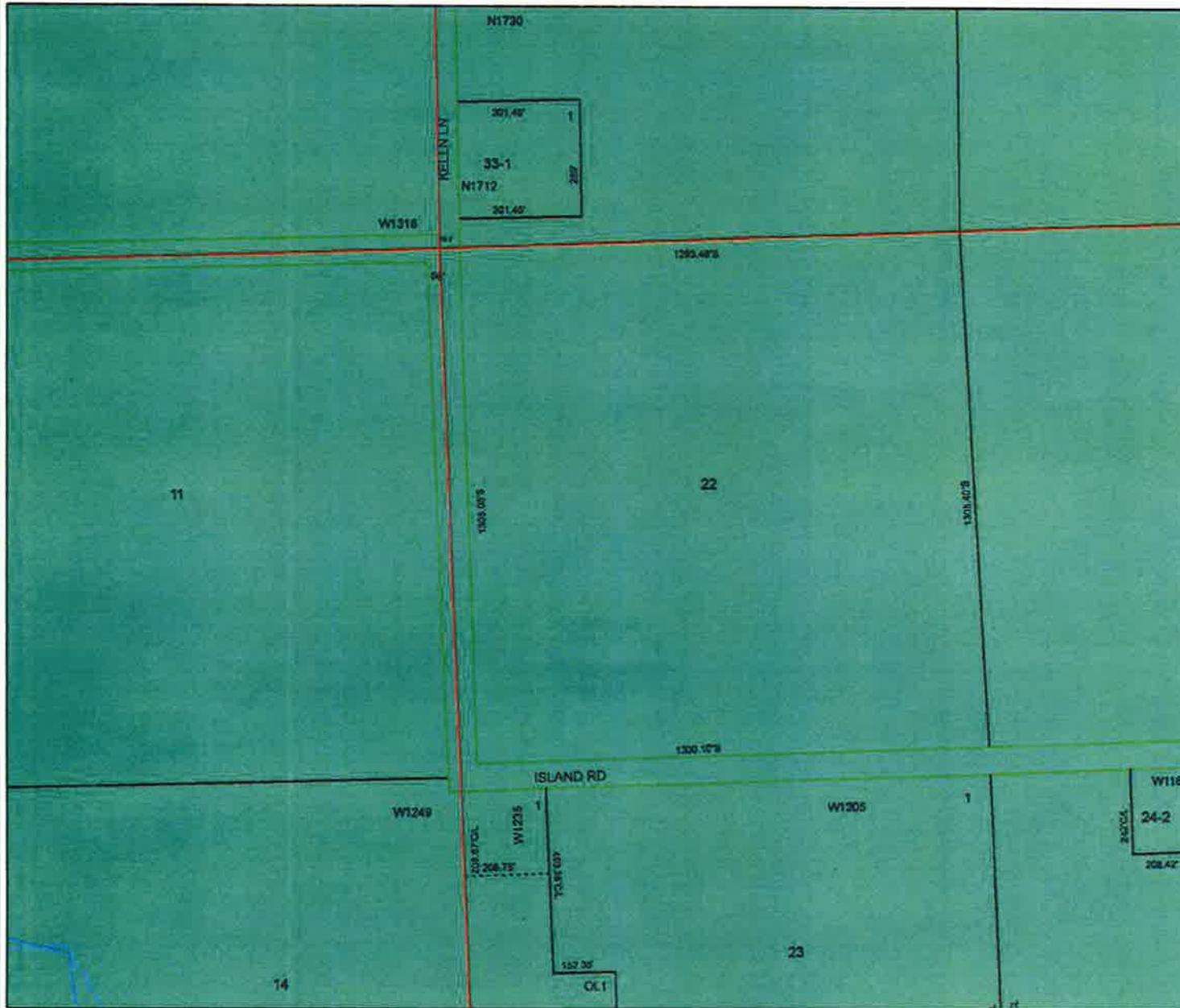
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Extraterritorial Jurisdiction

Legend

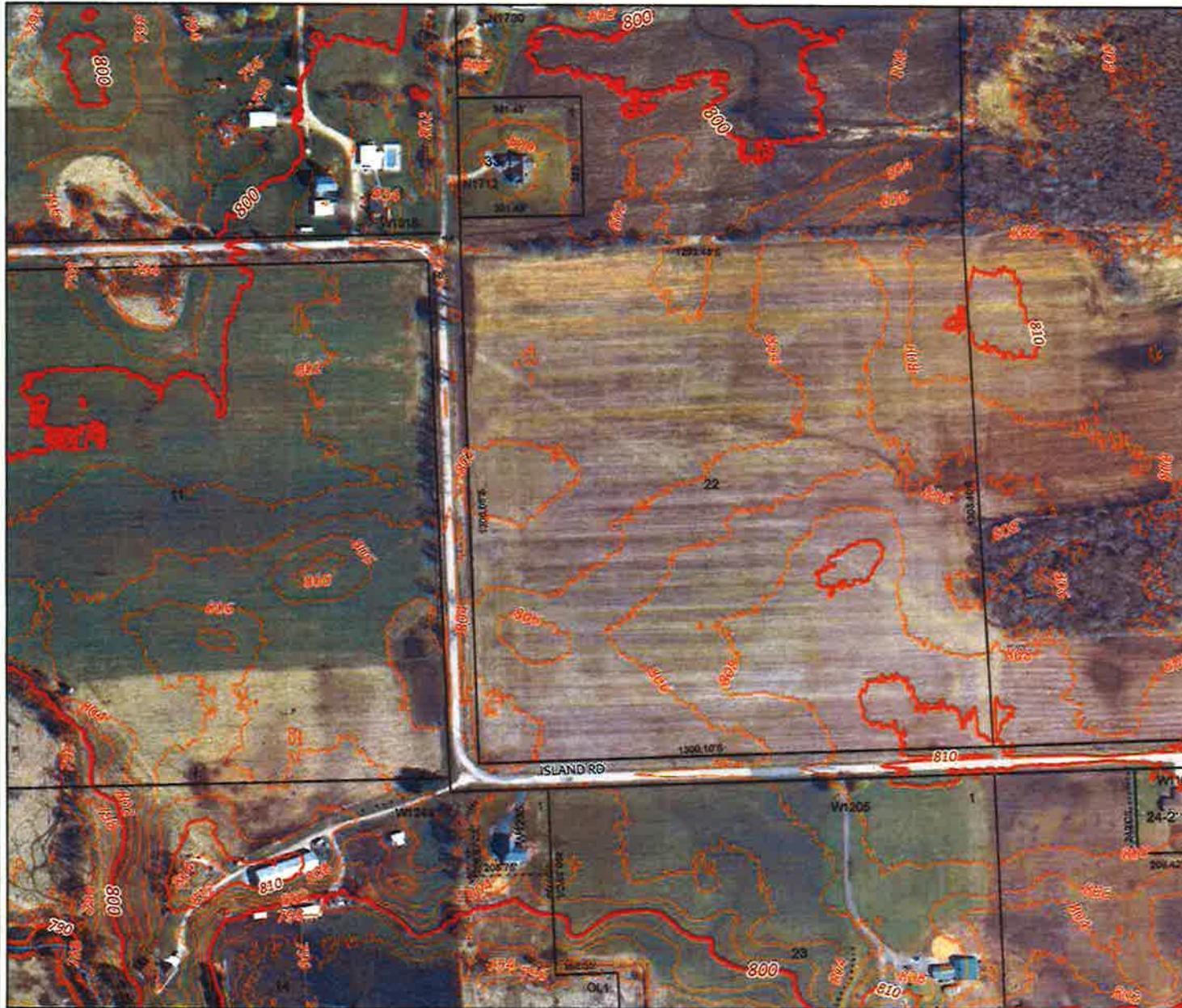
-  Municipality Boundary
-  Preliminary Surveys
-  Streams and Ditches
-  Surface Water
-  Section Lines
- Extraterritorial Limits**
-  1.5 mi Review Not Exercised
-  3 mi Review Not Exercised
-  S66.0105 Overlap
-  1.5 mi Plat Review
-  3 mi Plat Review
-  Extraterritorial Zoning



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Contour Map



Legend

Interval in feet

- 2
- 10
- 50
- 100

Parcel Lines

- Hydrography
- Hydrography in ROW
- Hydrography/parcel boundary
- Hydrography/parcel in ROW
- Land use w/parcel
- Map hooks
- Meander/old lot lines/easements
- Parcel boundary
- Rail centerline
- ROW & parcel boundary
- ROW
- ROW w/parcel boundary
- Woodland Tax & MFL boundary
- Zoning lines w/parcel
- Preliminary Surveys
- Municipal Boundary



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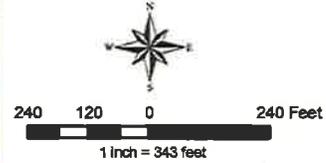
Map Printed: 10/29/2015



Environmental Corridor



- Legend**
- Municipal Boundary**
 - Yellow square
 - Floodplains 02/04/2015**
 - Red diagonal lines: ZONE A NO BSE 1%(100 YR)
 - Blue diagonal lines: ZONE AE BSE 1% (100YR)
 - Red line: 0.2% FLD HAZ (500 YR)
 - Flood Map Amendments LOMA**
 - Red asterisk: Post 2/4/2015
 - Red asterisk: Pre 8/2/2009 - Revalidated
 - Red asterisk: Post 6/2/2009 - Revalidated
 - Blue asterisk: Post 6/2/2009
 - Green asterisk: Pre 6/2/2009
 - Red asterisk: Denied
 - 2008 Wetlands > 2 Acres**
 - Green wavy pattern
 - 2008 Wetlands < 2 Acres & Ponds**
 - Green wavy pattern
 - Wetlands**
 - Red diagonal lines: 2 acres or greater
 - Red diagonal lines: less than 2 acres
 - Upland Woods 10Ac+**
 - Green wavy pattern
 - Steep Slopes**
 - Red diagonal lines: 20% or greater
 - Public Lands**
 - Green square: County Park
 - Yellow square: State Park/Wildlife Area
 - Light green square: Federal
 - Yellow square: Local or Municipal
 - Light yellow square: Other
 - Preliminary Surveys**
 - Blue outline



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Slopes

20% or greater



Legend

Slopes > 20% - Terrain Data



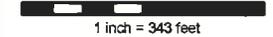
Preliminary Surveys

Municipality Boundary

Section Lines



240 120 0 240 Feet



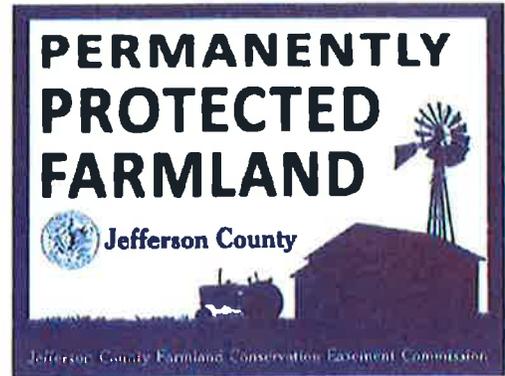
1 inch = 343 feet

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Map Printed: 10/29/2015

Jefferson County Farmland Conservation Easement Program Interest Form

Please complete the following form if you might be interested participating in the voluntary Jefferson County Farmland Conservation Donated Easement Program or Purchase of Agricultural Conservation Easements Program (PACE). Completion of this form in no way commits you to donating or selling your development rights.



Please send or drop off a completed form to the Jefferson County Zoning and Planning Department, Room 201 in the Jefferson County Courthouse, 311 S. Center Ave., Room 201, Jefferson, WI 53549.

Please fill out as much of the following information as possible. You will be contacted by the Farmland Conservation Easement Commission, which oversees Farmland Conservation Easement Program, to discuss your interest in the program and to go over the specific features of your land.

Name: Tom and Margaret Burlingham

Telephone #: 920-723-4898

Mailing Address: N1718 County Rd E
Palmyra, WI 53156

Location of Property: Island Rd, Town of Palmyra

Size of Farm: 38.916 Parcel 024-0516-1522-000

E-mail Address: landesignmb@gmail.com

Circle area of interest: Donated Easement PACE Program Both

Please return this form to the Jefferson County Zoning and Planning Department, 311 S Center Ave. Room 201, Jefferson, WI, 53549.

If you have any questions about this application or about the Farmland Conservation Easement Program please contact Jefferson County Zoning and Planning and additional information is located on our web site <http://www.co.jefferson.wi.us>, click on Zoning and Planning and then Farmland Conservation Easement Commission.

For more information call Michelle at the Zoning Department: 920-674-8638.

Jefferson County
Purchase of Agricultural Conservation Easements (PACE) Program
Application

Return to:
Jefferson County Land and Water Conservation Department
311 South Center Avenue Room 313
Jefferson, WI 53549



For the purpose of applying to the PACE program, the property a landowner submits under this application should be a contiguous ownership of land that includes a farmstead and surrounding work land. This contiguous ownership may be divided by a public road(s) and/or stream(s).

A landowner does not have to offer to restrict all of his/her unused development rights on the property. The landowner will be asked to identify the location of any remaining unused development rights on the property and a survey may be required to prior to closing on the easement. A landowner wishing to donate a conservation easement may do so for any portion of the property he/she owns.

To be eligible for the PACE program funding, the property must to be:

- entirely located in a farmland preservation area designated in the county's certified farmland preservation plan (The Jefferson County Agricultural Preservation Land Use Plan)
- covered by an approved conservation plan and the landowner must be in compliance with the Wisconsin and Jefferson County soil and water conservation standards
- the property must have at least one unused development right associated with it and it must be physically possible to use the development right on the property (e.g. the property would have to be able to pass a soil test supporting development or the property would have to have legal access from a public road)

In addition, if applicants are accepted into the PACE program, they will be required to:

- show evidence of clear title to the property
- if there are mortgages on the property, get approval from the lender to agree to subordinate the mortgage(s) to the agricultural conservation easement.
- sign a non-binding statement indicating their willingness to place an agricultural conservation easement on their property
- pay a \$750 administration fee which will be used to defray county administrative costs (such as appraisals and title work)

Applying for a paid easement _____

Applying for a donated easement

Please provide the following information, answering each question to the best of your ability.

Ownership and Location

1. Landowner contact phone number(s): 920-723-6848 Tom
(920) 723-4898 Margaret
2. Landowner email address: landesignmb@gmail.com

3. Please list all landowner names and addresses:

Thomas P and Margaret V. Burlingham

N 1718 County Rd E

Palmyra, WI 53156

4. Location of property (please include a plat map or other map with your application)

Property address or nearest road and cross road: Island Rd

Parcel 024-0516-1522-000

Town: Palmyra

Section(s): 15

5. Do you have clear title to the property? Yes No

If no, please be advised that clear title will be required and any liens will need to be subordinate to the easement.

6. Do you have more than one house on the property? Yes, how many? _____ No

Please indicate the address of each home.

7. Acreage of property: 38.916

8. Acres of cropland, pasture, or grassland (in acres): 38.916

9. Acres of wetland: 0

10. Acres of woodland: 0

11. Do you participate in the Jefferson County Farmland Preservation tax credit program?

Yes No

12. Is your farm within the Scuppernong Agricultural Enterprise Area (Palmyra area)? Yes _____ No

Zoning and Development Rights

13. Are you currently in the process of applying to the town or county for a change in zoning or a land division to this property? Yes _____ or No

If yes, please describe:

14. Number of unused development rights you believe is associated with your property*: 1
Please check with Jefferson County Zoning and your Town, several Towns are more restrictive than Jefferson County.

15. Number of unused development rights you would agree to restrict if your property is accepted into the Jefferson County PACE program: 1

16. Are there underground fuel tanks on the property? Yes No
If yes, does the tank presently contain fuel? Yes No
If the tank does not contain fuel, has it been properly abandoned? Yes No

17. Is there any portion of the Parcel where the purposes of the easement would be undermined due to on-site or off-site conditions, such as risk of hazardous substances, proposed or existing rights of way, infrastructure development, or adjacent land uses? Yes No
If yes, please describe:

18. Is the Property accessible from a public road? Yes No

19. Are there any utility easements on the property? Yes or No
If yes, please describe:
Telephone may run along the road

20. Are there any existing easements for access or preservation purposes? Yes No
If yes, please describe:

21. Are you aware of any Jefferson County Zoning violations on your property?
Yes No
If yes, please describe:

Conservation Requirements

22. Do you have a conservation plan in effect for your property? Yes No

23. Do you have a nutrient management plan in effect for your property? Yes No

Additional Conservation Benefits

24. Has your property been designated as a Century Farm, a state or local landmark, or an historic or archeological site? Yes _____ No ✓
If yes, please describe:

25. Does your property contain a wetland (natural or restored) greater than 3 acres in size? Yes _____ No ✓
If yes, please describe:

26. Does your property contain or is it adjacent to permanent surface water? Yes _____ No ✓
If yes, please describe:

27. Does your property provide habitat for threatened or endangered wildlife or other special wildlife? Yes _____ No ✓
If yes, please describe:

28. Are you currently in the process of applying to enroll some or all of your property into the Wetland Reserve Program, Conservation Reserve Program, or other long-term conservation program? Yes _____ No ✓
If yes, please describe:

29. Applicants that are willing to sell their development rights to the county at less than their appraised fair market value may receive priority. If you would be willing to make such a donation? Jefferson County currently requires a 25% donation. Yes ✓ No _____
100%

30. Do you know of any other funding sources for your easement (i.e. Duck's Unlimited, Archaeological Societies, Historical Societies, Pheasants Forever, etc.) Yes _____ No ✓

Landowner Signature:

By signing below I give my permission for the release of any and all information relating to my conservation plan administered by the Jefferson County Land & Water Conservation Department to the Jefferson County PACE commission.

Margaret Burlingham
Name

10-12-15
Date

Employee I Name	Notice Send Date	App. Received Date
15698 MAGRITZ, DEBRA J	20141204	20150205
11554 WALLACE, PAUL A	20150429	0
32240 LENZ, MARY L	20150602	0
40480 BOWMAN, AMANDA N	20150821	20150824
24966 HAMRE-INCHA, CINDY R	20150825	20150825
21034 FREE, SANDRA L	20151015	20151016
40287 THIEDE, JEAN M	20151015	0

Cert Received Date

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0

20151022