

**SAWYER COUNTY  
WISCONSIN**

**LAND INFORMATION PLAN  
2016-2019**

# CONTENTS

---

- CONTENTS..... 1**
- EXECUTIVE SUMMARY..... 2**
- 1 INTRODUCTION..... 4**
- 2 FOUNDATIONAL ELEMENTS..... 7**
  - PLSS..... 8
  - Parcel Mapping.....9
  - LiDAR and Other Elevation Data..... 13
  - Orthoimagery..... 13
  - Address Points and Street Centerlines..... 14
  - Land Use..... 15
  - Zoning..... 16
  - Administrative Boundaries..... 16
  - Other Layers..... 18
- 3 LAND INFORMATION SYSTEM..... 20**
- 4 CURRENT & FUTURE PROJECTS..... 25**
  - Project Plan to Achieve Searchable Format (Benchmarks 1 & 2)..... 27
  - Project Plan for Parcel Completion (Benchmark 3)..... 27
  - Project Plan for PLSS (Benchmark 4)..... 28
  - Project Title: Back File Scanning 1993-2004 Microfiche Tax Records Project..... 29
  - Project Title: Upgrade Register of Deeds Software..... 29
  - Project Title: Update Parcel Mapping..... 30
  - Project Title: USPLS Monument Records Online..... 30

# EXECUTIVE SUMMARY

---

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

**WLIP Background.** The WLIP, administered by the Wisconsin Department of Administration, is funded by document recording fees collected by register of deeds at the county-level. In 2015, Sawyer County received \$57,000 in WLIP grants and retained a total of \$36,000 in local register of deeds document recording fees for land information. Beginning in 2016, WLIP Strategic Initiative grants are projected to increase the county land information budget by \$50k per year.

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

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

## **Mission of the Land Information Office.**

The Land Information Office will provide efficient and high quality services to its residents and county departments by maintaining land records in an efficient manner, completing and improving county wide tax and assessment parcel mapping, and improving online public access to land records such as county surveyor records.

**Land Information Office Projects.** To realize this mission, in the next three years, the county land information office will focus on the following projects:

1. Complete county wide digital tax parcel mapping
1. Continue to improve PLSS remonumentation with survey grade GPS coordinates
2. Integrate the use of GIS in department workflows
3. Document imaging improvements
4. Website development and hosting for improved access to land records

The remainder of this document provides more details on Sawyer County and the WLIP, summarizes current and future land information projects, and reviews the county’s status in completion and maintenance of the WLIP map data layers known as Foundational Elements.

# 1 INTRODUCTION

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

## The WLIP and the Land Information Plan Requirement

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

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

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

## Act 20 and the Statewide Parcel Map Initiative

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

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

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

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

## LAND INFORMATION

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

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

**– Wis. Stats. section 16.967(1)(b)**

## County Land Information Plan Timeline



## County Land Information System History and Context

In Chapter 1 of the plan, the county should provide an overview of the county’s land records modernization efforts, dating back to when the WLIP was established in 1989 if possible. You may be brief here, or provide as much detail as desired.

## Plan Participants and Contact Information

Another requirement for participation in the WLIP is the county land information council, established by legislation in 2010. The council is tasked with reviewing the priorities, needs, policies, and expenditures of a land information office and advising the county on matters affecting that office.

According to s. 59.72(3m), Wis. Stats., the county land information council is to include:

Register of Deeds

Treasurer

Real Property Lister or designee

Member of the county board

Representative of the land information office

A realtor or member of the Realtors Association employed within the county

A public safety or emergency communications representative employed within the county

County surveyor or a registered professional land surveyor employed within the county

Other members of the board or public that the board designates

The land information council must have a role in the development of the county land information plan, and DOA requires county land information councils to approve final plans. A record documenting county land information council approval should be included in the final submission of the plan to DOA. County board approval of plans is encouraged but not required.

A county may amend a plan with updates or revisions as appropriate. If amended, a digital copy of the amended plan and record of land information council approval should be sent to the WLIP.

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

### County Land Information Council and Plan Workgroup

Name	Title	Affiliation	Email	Phone
Daniel Pleoger	Land Records Director/ Land Information Officer/County Surveyor	Sawyer County Land Records Office	Surveyor@sawyercountygov.org	715-638-3240
Dianne Ince	Treasurer	Sawyer County Treasurer Office	Treasurer@sawyercountygov.org	715-634-4868
Lavonne Nedlose	Real Property Lister	Sawyer County Land Records Office	lavonne.nedlose@sawyercountygov.org	715-634-3564
Tom Duffy	County Board Member	Sawyer County		715-634-4891
Brian DeVries	GIS Specialist	Sawyer County Land Records Office	brian.devries@sawyercountygov.org	715-634-3564
Jim Gajewski	Realtor	Area North Realty	jamesjg@cheqnet.net	715-558-1599
Brittany Haag	Public Safety Officer	Sawyer County Sheriff Dept.	bhaag@sawyersheriff.org	715-634-9120
Ben Niemann	Citizen		Sue.niemann@gmail.com	
Paula Chisser	Register of Deeds	Sawyer County Register of Deeds Office	rod@sawyercountygov.org	715-638-3251
Jesse Suzan	Professional Surveyor	Jesse Suzan Land Surveying LLC	jsuzansurvey@centurytel.net	715-634-0774
Dale Olson	Zoning and Conservation Director	Sawyer County Zoning & Conservation	Dale.olson@sawyercountygov.org	
Fred Goold	Citizen		fred@cheqnet.net	715-634-8779
Mike Coleson	IT Director	Sawyer County IT Dept.	mcoleson@sawyercountygov.org	715-638-3200

## 2 FOUNDATIONAL ELEMENTS

Counties must have a land information plan that addresses development of specific datasets or map layer groupings historically referred to as the WLIP Foundational Elements. Foundational Elements incorporate nationally-recognized “Framework Data” elements, the major map data themes that serve as the backbone required by users to conduct most mapping and geospatial analysis.

In the past, Foundational Elements were selected by the former Wisconsin Land Information Board under the guiding idea that program success is dependent upon a focus for program activities. Thus, the *Uniform Instructions* place priority on certain elements, which must be addressed in order for a county land information plan to be approved. Beyond the county’s use for planning purposes, Foundational Element information is of value to state agencies and the WLIP to understand progress in completion and maintenance of these key map data layers.

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

### FOUNDATIONAL ELEMENTS

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

### PLSS

#### Public Land Survey System Monuments

##### Layer Status

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

PLSS Layer Status	
Name	Status/Comments
Total number of PLSS corners (section, ¼, meander) set in original government survey	4706
Number and percent of PLSS corners that have been remonumented	3493 74%
Number and percent of remonumented PLSS corners with survey grade coordinates (see below for definition)	2180 or 0 46%
Number and percentage of survey grade PLSS corners integrated into county digital parcel layer	2180 or 0 46%
Number and percentage of non-survey grade PLSS corners integrated into county digital parcel layer	1313 28% Guess
Percentage of PLSS corners that have digital tie sheets (whether or not they have corresponding coordinate values)	3493 74%
Digital tie sheets available online? Yes or No	No
Approximate number of PLSS corners believed to physically exist based on filed tie-sheets or surveys, but do not have coordinate values	1313
Approximate number of PLSS corners believed to be lost or obliterated	500

Total number of PLSS corners along each bordering county	Rusk County 97 Price County 57 Ashland County 63 Bayfield County 65 Washburn County 76
Number and percent of PLSS corners remonumented along each county boundary	Rusk County 53 56% Price County 17 30% Ashland County 23 34% Bayfield County 53 82% Washburn County 73 96%
Number and percent of remonumented PLSS corners along each county boundary with survey grade coordinates	Rusk County 26 28% Price County 13 23% Ashland County 3 5% Bayfield County 43 66% Washburn County 50 66%
Does your county collaborate with or plan to collaborate with neighboring counties for PLSS updates on shared county borders?	Yes

### Custodian

- County Surveyor

### Maintenance

- Sawyer County will continue to perpetuate, remonument and obtain coordinates on all PLSS corners. The work will be done with county staff as well as contracted entities. We also gather data from available records and private and other government agencies.

### Standards

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

Due to various factors, meeting the repeatable measurement of 2 cm may not be achieved in all cases. PLSS corners in wetlands, tree canopy, heavy soils with frost action, monument characteristics and other natural conditions may not allow the monument to “hold” the 2 cm requirement. Coordinate determinations by GPS or other methods may not meet 2 cm due to conditions. The County will strive to meet repeatable 2 cm accuracy relative to control monuments.

It will be the goal of the county to have coordinate values meet the 2 cm – 5 cm recommendations set forth in Benchmark 4 on all USPLS corners by 2030, depending on funding.

## Other Geodetic Control and Control Networks

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

### Layer Status

- Sawyer County maintains the 59 HARN monuments in the county, and works with the Wis DOT to maintain HeightMod monuments.

### Custodian

- County Surveyor Department

### Maintenance

- Monuments are maintained as they are used by county survey personnel. Coordinates and condition information are maintained in an AutoCad file.

### Standards

- Survey grade coordinates

## Parcel Mapping

### Parcel Geometries

#### Layer Status

- Sawyer County has 38 geographic townships (6 miles square). 35 of the 38 townships have been digitally parcel mapped, and the remaining 3 will be completed in 2016.
- 34 of the county's 38 townships are available in a commonly-used GIS format
- The parcels are based on Sawyer county coordinates, NAD 83/91
- The parcel polygon model directly integrates with tax/assessment data. The tax/assessment data is maintained within the Novus Tax Assessment System.
- We plan to use Esri's Local Government Information Model in the future

#### Custodian

- GIS Specialist

#### Maintenance

- Parcel datasets are updated regularly. Historic parcels are archived. Parcels are placed on the website quarterly.

#### Standards and Documentation

A Data Dictionary has been created and has definitions for attributes within the Novus Tax Assessment System.

### Assessment/Tax Roll Data

#### Layer Status

- Sawyer County has been using the Novus property tax record system since 2007. The Treasures Office and Real Property Lister are responsible for the maintenance of the database and work closely with contracted programmers and the IT Department to deal with software issues or upgrades.

#### Custodian

- Real Property Lister

#### Maintenance

- Sawyer County is currently one of five Northwestern Wisconsin Counties (Bayfield, Burnett, Price, Sawyer, Washburn) that is using Novus to manage tax records. One of the long range challenges of the system will be maintenance of the software. Because Novus is no longer maintained by the vender, it will be up to each of the five counties to take care of this task. In 2015 all five counties entered into a Professional Service Agreement with Allshore Global Resources for programming and maintenance of the system. Sawyer County also contracts with a local programmer to help with special projects.

## Standards

- s. 73.03(2a), Wis. Stats. Department of Revenue (DOR) – Powers and duties defined. Department of Revenue Property Assessment Manual – Chapter 5 and DOR format standard requested by DOR for assessment/tax roll data
- s. 59.72(2)(a), Wis. Stats. Presence of all nine “Act 20” attributes
- s. 59.72(2)(a), Wis. Stats. Crosswalk of attributes

Act 20 Attributes Required by s. 59.72(2)(a)	Field Name(s) in County Land Info System	Notes on Data or Exceptions to DOR Standard
Assessed value of land	sum of TASASSESSMENT.AVLV for given property and assessment year	
Assessed value of improvements	sum of TASASSESSMENT.AVIV for given property and assessment year	
Total assessed value	sum of #1 and #2 above	
Class of property, as specified in s. 70.32 (2)(a)	TasMaster -> TasAssessment.AVCID -> LU_Assessment.ACID, LU_Assessment.ACCode and ACDesc	
Estimated fair market value	Sum of TaxMaster.EFMVL (Land Value) and TaxMaster.EFMVI (Improved Value) for given tax year and parcel ID	
Total property tax	Sum of the following for given tax year and Parcel ID: redue Real Estate Tax Due sadue Special Assessments scdue Special Charges dudue Delinquent Utilities pfdue Private Forest crop due (sum of W1,W2 & W3) w5due WOODLAND TAX 5 DUE w6due WOODLAND TAX 6 DUE w7due WOODLAND TAX 7 DUE w8due WOODLAND TAX 8 DUE Interest if delinquent Penalty if delinquent FeeDue Delinquent Fees due (advertising, etc)	

Any zoning information maintained by the county	tasmaster to tazingoning to lu_zoning	will be one or more of the following values: Residential One Residential/Recreational One Residential/Recreational Two Agricultural One Agricultural Two Commercial One Industrial One Forestry One Wetland/Shoreland One Shoreland Protection One (Overlay) Planned Unit Development No Zoning Additionally, LOMA PDF documents are uploaded and viewable in Novus system
Any property address information maintained by the county	<b>tasmaster Mailing name/address</b> MAILFNAME, MAILLNAME, MAILATTN, MAILAD1, MAILAD2, MAILCITY, MAILSTATE, MAILZIP, <b>tasmaster Billing Name address</b> BILLFNAME, BILLLNAME, BILLATTN, BILLAD1, BILLAD2, BILLCITY, BILLSTATE, BILLZIP <b>tasowner.peid to lu_people.peid</b> FNAME, LNAME, SUFFIX, AD1, AD2, CITY, STATE, ZIP	
Any acreage information maintained by the county	sum of TASASSESSMENT.AVAC for given property and assessment year	

## Non-Assessment/Tax Information Tied to Parcels

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

### Layer Status

- None

### Custodian

- 

### Maintenance

- 

### Standards

- 

## ROD Real Estate Document Indexing and Imaging

### Status

- **Grantor/Grantee Index.** Digitized grantor/grantee index from 1967 through present. Prior to 1967, paper tract index.
- **Tract Index.** Digitized from 1967 through present. Prior to 1967, paper index.
- **Imaging.** All volumes back to volume 1 are scanned. Can be found by volume and page number

### Custodian

- Paula Chisser Sawyer County Register of Deeds

### Maintenance

Offsite replication server.

### Standards

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

## LiDAR and Other Elevation Data

### LiDAR

#### Layer Status

- None

#### Custodian

- 

#### Maintenance

- 

#### Standards

- 

### LiDAR Derivatives

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

#### Layer Status

- None

#### Custodian

- 

#### Maintenance

- 

#### Standards

-

## Other Types of Elevation Data

### Layer Status

- Digital Elevation Model (DEM) was produced by Ayres and Associates in 1998

### Custodian

- Land Records Director

### Maintenance

- None

### Standards

- Unknown

## Orthoimagery

### Orthoimagery

#### Layer Status

- WROC 2015 in development
- Resolution is 6"
- Sawyer County usually has a new flight every 8 – 10 years.

#### Custodian

- Land Records Director

#### Maintenance

- 

#### Standards

- WROC 2015

### Historic Orthoimagery

#### Layer Status

- 1998 and 2006 Imagery

#### Custodian

- Sawyer County Surveyor and Land Records offices

#### Maintenance

- Physical map copies will be scanned into document imaging system and made available through the county website.

#### Standards

- 

### Other Types of Imagery

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

#### Layer Status

- Sawyer County has multiple years of paper prints of aerial photos.

#### Custodian

- County surveyor and Land Records

#### Maintenance

- Photos will be scanned and indexed using Laserfiche document imaging software and made available online.

#### Standards

-

## Address Points and Street Centerlines

### Address Point Data

#### Layer Status

- Complete

#### Custodian

- GIS Specialist

#### Maintenance

- This layer is updated as new addresses are assigned. Locational accuracy is updated as needed.

#### Standards

- Sawyer County Property Address System Ordinance

### Building Footprints

#### Layer Status

- None

### Address Ranges

#### Layer Status

- Complete. Address Ranges were added to the existing Street Centerline layer.

#### Custodian

- GIS Specialist

#### Maintenance

- This layer is updated as new addresses are assigned. Locational accuracy is updated as needed.

#### Standards

- 

### Street Centerlines

#### Layer Status

- Complete.

#### Custodian

- GIS Specialist

#### Maintenance

- This layer is updated as new addresses are assigned. Locational accuracy is updated as needed.

#### Standards

- Sawyer County Property Address System Ordinance

### Rights of Way

#### Layer Status

- None

#### Custodian

- 

#### Maintenance

- 

#### Standards

- 

### Trails

#### Layer Status

- Ongoing development.

#### Custodian

- Sawyer County Forestry Department

#### Maintenance

- The Sawyer County Forestry Department maintains

- Snowmobile Trails
- ATV Trails
- Mountain Bike Trails
- Ski Trails

## Standards

## Bike paths

### Layer Status

- Complete

### Custodian

- GIS Specialist

### Maintenance

- This layer is updated as new bike paths are created.

### Standards

- 

## Land Use

### Current Land Use

#### Layer Status

- Sawyer County and municipalities have adopted comprehensive planning maps.

#### Custodian

- The maps are available from the Northwest Regional Planning Commission.

#### Maintenance

- Northwest Regional Planning Commission.

#### Standards

- 

### Future Land Use

#### Layer Status

- Sawyer County and municipalities have adopted comprehensive planning maps

#### Custodian

- The maps are available from the Northwest Regional Planning Commission

#### Maintenance

- Northwest Regional Planning Commission.

#### Standards

- s. 66.1001, Wis. Stats. Comprehensive planning. Future land use maps are typically created through a community's comprehensive planning process. Future land use mapping for a county may be a patchwork of maps from comprehensive plans adopted by municipalities and the county.

## Zoning

### County General Zoning

#### Layer Status

- Complete. Hardcopy zone district maps were digitized March 2004.

#### Custodian

- Sawyer County Zoning Department

#### Maintenance

- GIS layer maintained by GIS specialist under direction from the Sawyer County Zoning Department

#### Standards

-

## County Special Purpose Zoning

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

### Layer Status

- Farmland preservation maps are in progress

### Custodian

- Zoning and Conservation Department

### Maintenance

- Zoning and Conservation Department

### Standards

- 

## Municipal Zoning Information Maintained by the County

### Layer Status

- Sawyer County does not maintain City or village zoning.

## Administrative Boundaries

### Civil Division Boundaries

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

### Layer Status

- Complete

### Custodian

- GIS Specialist

### Maintenance

- Updated when annexations take place or when new survey control is available.

### Standards

- 

### School Districts

### Layer Status

- Complete
- School districts are tied to the tax parcels through the tax roll. The Department of Revenue (DOR) school district ID is maintained within the tax roll for each parcel.

### Custodian

- Sawyer County Land Records Department.

### Maintenance

- 

### Standards

- 

### Election Boundaries

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

### Layer Status

- Completed. In 2011 Sawyer County went through the redistricting process at which time Supervisor and Ward boundaries were created. Under the direction of the Sawyer County Clerk's Office, Supervisor and Ward boundary maps were created.

- 

### Custodian

- Sawyer County Clerk's Office.

### Maintenance

- The layers will be updated when redistricting occurs.

### Standards

-

## Utility Districts

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

### Layer Status

- none

### Custodian

- 

### Maintenance

- 

### Standards

- 

## Public Safety

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

### Layer Status

- Emergency services districts. The Land Information office maintains ESN zones for all municipalities in the county. This data set is used for 911 response.

- 

### Custodian

- GIS Specialist

### Maintenance

- Changes to the Emergency Services Districts layer is performed by the GIS Specialist under direction from the 911 Coordinator.

### Standards

- 

## Lake Districts

### Layer Status

- None

### Custodian

- 

### Maintenance

- 

### Standards

- 

## Native American Lands

### Layer Status

- The Lac Court Oreilles reservation is contained within Sawyer County. The boundary of that reservation exists in the county GIS.

### Custodian

- Sawyer County Land Records Department

### Maintenance

- 

### Standards

- 

## Other Administrative Districts

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

### Layer Status

- 

### Custodian

-

**Maintenance**

•

**Standards**

•

## Other Layers

### Hydrography Maintained by County or Value-Added

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

**Layer Status**

• none

**Custodian**

•

**Maintenance**

•

**Standards**

•

### Cell Phone Towers

**Layer Status**

• none

**Custodian**

•

**Maintenance**

•

**Standards**

•

### Bridges and Culverts

**Layer Status**

• none

**Custodian**

•

**Maintenance**

•

**Standards**

•

### Other

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

**Layer Status**

• none

**Custodian**

•

**Maintenance**

•

**Standards**

•

# 3 LAND INFORMATION SYSTEM

---

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

## LAND INFORMATION SYSTEM

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

– Wis. Stats. section 16.967(1)(c)

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

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

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

## Current Land Information System

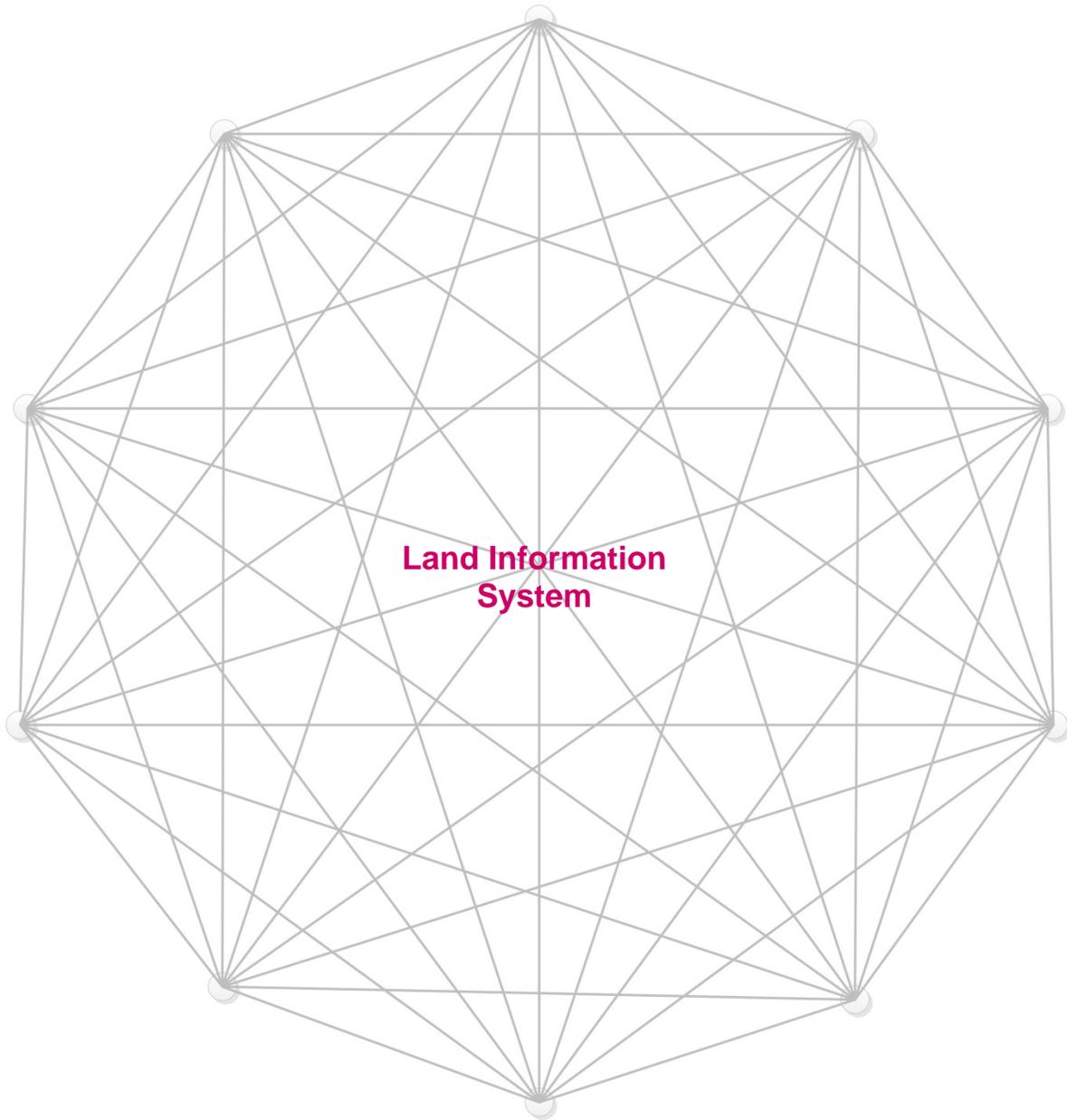
### Diagram of County Land Information System

This *optional* section features a diagram that documents your county’s land information system and/or the various inter-organizational workflows it encompasses.

A diagram of the county land information system might include the following offices involved with the creation and maintenance of land information:

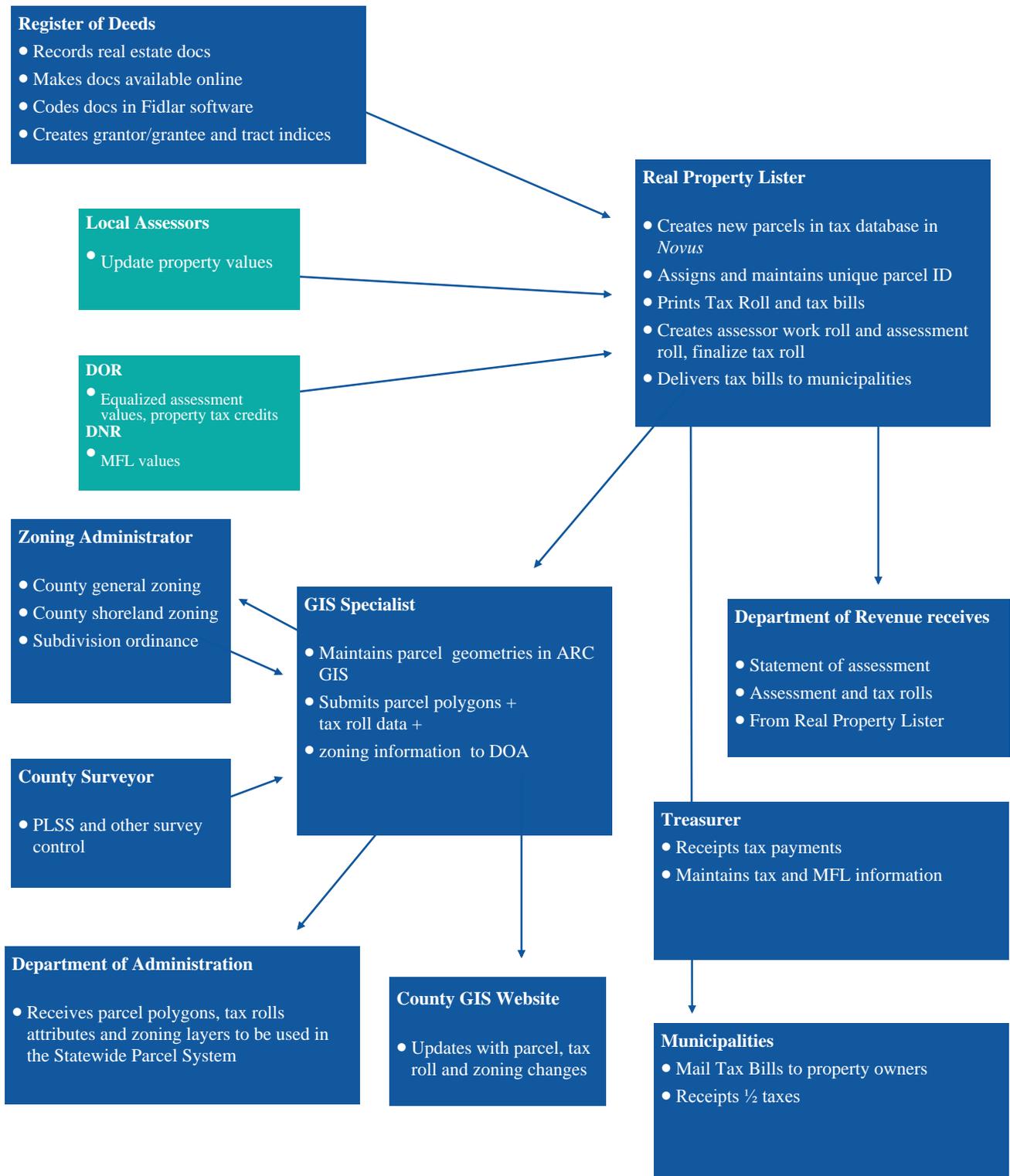
- Land Information Officer
- GIS technician
- Register of Deeds
- Treasurer
- Real Property Lister
- Public safety or emergency communications office
- County surveyor
- Zoning administrator
- Any other departments/offices

Again, this diagram is not mandatory. An example appears on the following page.



**Figure 1. Sawyer County Land Information System**

## County Parcel Data Workflow Diagram



**Figure 2. Sawyer County Parcel + Tax Roll + Zoning Workflow**

## Technology Architecture and Database Design

The Sawyer County land information system is maintained on a network of Computers. GIS data is created and maintained using ESRI ArcGIS software. The GIS data is maintained in ESRI file geodatabase format.

### Metadata and Data Dictionary Practices

Sawyer County plans to develop FGDC compliant metadata for all County datasets. The development will be determined by staffing and budgetary constraints.

### Municipal Data Integration Process

At this time Sawyer County does not integrate local data into the county land information system.

### Public Access and Website Information

#### Public Access and Website Information – Example

Type of Website	Software or App	3 <sup>rd</sup> Party or Contractor	URL	Update Frequency/ Cycle
GIS webmapping site	<i>WebGUIDE Xtreme</i>	Applied Data Consultants	<a href="http://sawyercowi.wgxtreme.com">http://sawyercowi.wgxtreme.com</a>	Quarterly
ROD land records search tools	<i>Fidlar</i>		<a href="https://tapestry.fidlar.com/Tapestry2/LinkToTapestry.aspx?County=Sawyer&amp;State=WI&amp;DocNum=323796">https://tapestry.fidlar.com/Tapestry2/LinkToTapestry.aspx?County=Sawyer&amp;State=WI&amp;DocNum=323796</a>	Daily
RPL or tax parcel site	<i>Novus</i>		<a href="http://tas.aswyercountygov.org">http://tas.aswyercountygov.org</a>	Daily
Zoning information (PDF or WebApp format)	<i>WebGUIDE Xtreme Zoning tab</i>	Applied Data Consultants	<a href="http://sawyercowi.wgxtreme.com">http://sawyercowi.wgxtreme.com</a>	As needed
PLSS tie sheets		County Surveyor	Under Development	

## Data Sharing

### Data Availability to Public

County produced datasets are copyrighted original works. They are licensed for use, not sold. A copy of land information that is written or electronically reproduced is done in accordance with the Wisconsin Open Records Law and the Sawyer County Public Records Notice. The County has a data disclaimer and usage agreement.

### Data Sharing Restrictions

Fees for information that are not set by statute are established by the County Board for the reasonable cost of copying. Each County Department as custodian of its data determines the level and type of data sharing. Each Department can have sharing policies with its government contacts and professional clients.

### Government-to-Government Data Sharing

Sawyer County shares data with other government agencies at no cost. Private companies under contract with a municipality can request information through the local official.

### Training and Education

Sawyer County encourages Land Records and Survey staff to attend training and education using grant money, as well as other funding. Staff regularly attends appropriate training

# 4 CURRENT & FUTURE PROJECTS

---

This chapter lists the current and future land information projects the county is currently undertaking or intends to pursue over its planning horizon. A project is defined as a temporary effort that is carefully planned to achieve a particular aim. Projects can be thought of as the means to achieving the county's mission for its land information system.

For each project, identify:  
Project Description/Goal  
Business Drivers  
Objectives/Measure of Success  
Project Timeframes  
Responsible Parties  
Estimated Budget Information

If your county foresees or has major technology projects planned, list them in this chapter as a project. Note that projects may focus on one single Foundational Element, or they may touch upon several Foundational Elements. Remember plans can be amended in the future should other significant projects arise.

## Project Subheadings

### Project Title

### Project Description/Goal

Describe the project or goal in 1-3 sentences. List the Foundational Elements impacted by the project at the end of the description.

### Business Drivers

List the business drivers for the project, including the departments affected.

### Objectives/Measure of Success

Describe the objective/measure of success for the project and any defined completion milestone(s).

### Project Timeframes

Provide the start and end dates for the project, as well as any significant milestone dates.

### Responsible Parties

List the staff responsible for the various aspects of the project.

### Estimated Budget Information

Give an estimated budget for project costs, and the source of funding to be used. This is a *projected, estimated* budget to aid planning efforts. The WLIP understands that budgeting requires some flexibility. It is certainly acceptable if new funding opportunities or new projects arise after the plan is approved. Plans can also be amended to include new projects if necessary.

Individual cost information can be presented for each project, or the overall budget for all projects combined can be provided in a single table at the end of Chapter 4, as in the example on page 24.

## Project Plan to Achieve Searchable Format (Benchmarks 1 & 2)

### Project Description/Goal

#### Status of searchable format

Completed. Sawyer County plans to meet the searchable format for both Benchmark 1 and 2 by March 31, 2016.

## Project Plan for Parcel Completion (Benchmark 3)

### Project Description/Goal

#### Current status of parcel data

Sawyer County has 38 civil townships. 35 have been digitally mapped.

#### Goals

Sawyer County will complete the digital parcel mapping of approximately 2160 parcels in the remaining 3 townships.

#### Planned approach

Sawyer County survey staff will provide the best available coordinate data for PLSS corners. As remonumentation is completed the parcel maps will be updated to reflect better survey data.

### Business Drivers

Complete county wide digital parcel mapping will be available on the county website  
County wide data will be available for GIS applications  
Parcel mapping is a fundamental element on which other data is built  
Allows the spatial representation of tax and assessment data

### Objectives/Measure of Success

Sawyer County will be 100% digitally parcel mapped  
Digital maps will be available on the county website

### Project Timeframes

Contracts for the remaining townships will be approved in January of 2016.  
Digital maps will be completed and online in 2016.

### Responsible Parties

Contractor, GIS Technician, County Surveyor, and Real Property Lister

### Estimated Budget Information

Contracted expense for mapping 3 townships = \$27,000

## Project Plan for PLSS (Benchmark 4)

### Project Description/Goal

#### Planned approach

Sawyer County has used in-house staff for its remonumentation program. We have two vacant positions in the survey department. We plan to fill the positions and continue to make progress to our goal of 100% remonumentation of USPLS corners. Our goal is to establish survey grade coordinates on all PLS corners. Corners that are surrounded by public land such as State, Federal, and County forests will be given lower priority. We plan to use Strategic Initiative Grant funds to contract for additional surveying in 2016.

#### Current status

Sawyer County has approximately 4706 PLSS corners. 3493 of the corners have been remonumented. 2180 of the corners have coordinates that are 2 cm – 5 cm accuracy. The accuracy of coordinates on other corners varies.

#### Goals

Sawyer County will continue to reestablish corners and obtain survey grade coordinates. We also reimburse private surveyors for reestablishing or maintaining corners in conjunction with their private work. Our present goal is to recover or reestablish 75 corners and do maintenance on 100 corners per year. We will accomplish more if we receive funding from a Strategic Initiative Grant.

#### County boundary collaboration

Sawyer County shares data and records with adjoining counties as it is gathered and documented. We plan to share resources when county boundaries are surveyed.

### Business Drivers

Completion of the county wide PLSS enables accurate tax parcel mapping. It enables taxpayers and property owners to have accurate boundary surveys of their property. Development often follows PLSS monumentation projects done by the county. PLSS remonumentation also is important to establish boundary lines on county and state forests for forest management. PLSS remonumentation is important to county Zoning, Forestry, and Highway departments.

### Objectives/Measure of Success

The objective is to meet Benchmark 4 (Completion and Integration of PLSS) by 2030, depending on funding.

### Project Timeframes

Provide the start and end dates for the project, as well as any significant milestone dates.

### Responsible Parties

Dan Pleoger, County Surveyor  
Deputy County Surveyor (vacant)  
Survey Technician (vacant)

### Estimated Budget Information

Approximately \$170,000 of the County Surveyor Budget is spent on remonumentation and maintenance of PLSS corners each year. We will spend the \$50,000 2016 Strategic Initiative Grant on remonumentation. Land Records funds will be used to purchase a \$22,000 GPS network rover.

## **Project Title: Back File Scanning 1993-2004 Microfiche Tax Records Project**

### **Project Description/Goal:**

1993 – 2004 Tax Records are currently stored on microfiche media which will degrade and compromise the integrity of the data over the course of time. Current process to retrieve tax information from microfiche is a multi-step time intensive process. Data imported into Sawyer County Laserfiche EDM system will allow for more efficient retrieval and distribution of this information.

### **Business Drivers: Business Drivers**

County and Municipal Treasurer's will have access to historical information. Access is needed to MFL and PFC information for a 50 year time frame. The digitization of these documents will provide a backup of the information as all data will reside on a server and will be backed up as part of IT Department standard practices.

### **Objectives/Measures of Success:**

Improve the integrity of the tax records for inquiries by municipalities and the public. Improve the efficiency for records retrieval. Hardcopy documents are the original and only set of these records making them vulnerable to natural or man-made disaster.

### **Responsible Parties:**

Sawyer County Treasurer's Office will work with provider for document scanning services, quality control services and indexing services.

Estimated Budget Information:

Back File scanning 1992 – 2004 Tax Microfiche of 480 estimated microfiche sheets, 129,600 estimated total images at \$.045 per completed image for an estimated price of \$5,832.00 with project logistics estimated at \$800.00 for a total estimated project price of \$6,632.00.

## **Project Title: Upgrade Register of Deeds Software**

### **Project Description/Goal:**

Upgrade Register of Deeds current software which is i-document to Avid software. Current software is 12 years old and will no longer be available to upgrade.

### **Business Drivers:**

The public. Zoning, Treasurer and Land Records offices.

### **Objectives/Measure of Success**

Faster searches. It is more county specific and user friendly. We can customize to fit specific Sawyer County needs. It is geared more for electronic recording.

### **Project Timeframes:**

**Would like to upgrade by 2017**

### **Responsible Parties:**

Register of Deeds office staff. IT Department. Fidar Software.

### **Estimated Budget Information:**

Land records funds will be used to purchase equipment, approximately \$6,000.00. The actual upgrade for the software is included in our Life Cycle Plan.

## **Project Title: Update Parcel Mapping**

### **Project Description/Goal**

Sawyer County will update existing parcel maps to reflect additional survey control.

### **Business Drivers:**

More accurate parcel maps will enable a better assessment of property. Parcel boundaries shown online will give a more accurate representation of ownership.

### **Objectives/Measure of Success**

Sawyer County will develop a process to update mapping soon after better survey control is established.

### **Project Timeframes:**

The process will be developed in 2016 when additional staff is hired. The process will be ongoing as new data is acquired.

### **Responsible Parties:**

GIS Specialist, GIS Technician, County Surveyor

### **Estimated Budget Information:**

Sawyer County has budgeted a full time position that will be 40% real property listing and 60% GIS. Land Records funds will be used to pay 60% of the \$72,000 salary and benefits, approximately \$43,000.

## **Project Title: USPLS Monument Records Online**

### **Project Description/Goal**

Sawyer County is developing a procedure for making all USPLS Monument Records (tie sheets) available on the website.

### **Business Drivers:**

Tie sheets on the website will save time for Professional Land Surveyors, other real estate professionals, and the public.

### **Project Timeframes:**

Sawyer County plans to have the tie sheets online in 2016.

### **Responsible Parties**

County survey department staff, GIS staff, IT Director

### **Estimated Budget Information:**

We plan to do the project with existing staff. Funding will be with budgeted funds for staff. Land Records funds will pay a portion of the GIS Technician salary.

## **Projects Related to Strategic Initiative Grants**

### **Project Description/Goal**

Sawyer County plans to use 2016 Strategic Initiative Grant funds for PLSS remonumentation. Grant funds will be used for overtime hours worked by county survey staff and for contracting with private Professional Land Surveyors to do remonumentation projects. Grant funds may also be used for excavating roadways to search for missing PLSS corners.

### **Projects to be developed during the 2016-2019 Plan**

Sawyer County plans to develop other projects using land records funding. Projects may include:

Scanning and indexing County Surveyor Records so that they are available on the county website.

Submit the PLSS dataset to the DOA.

LiDAR acquisition

Develop a trails layer for the county website.

Develop a road right-of-way layer for the county website.

Scan and reference zoning permits.

Assessor's Plats

### **Ongoing Costs Not Associated with a Specific Project**

You may include an optional section for "Ongoing Costs," which are costs not associated with a specific project. This may include ongoing technology expenditures like software licenses or staffing costs for general tasks like production of maps for other county departments and responding to public requests for GIS data.

### **Completed Projects**

You may include an optional section for "Completed Projects" which might simply be a list of projects the county has accomplished since the last time the county land information plan was updated.