Iron County

LAND RECORDS MODERNIZATION PLAN
2010-2015

Prepared by:
The Iron County Land Information Council
Approved by Land Information Council on Nov 4, 2010
Approved by the Iron Co Board of Supervisors on Nov 9, 2010

I. EXECUTIVE SUMMARY

A. Plan designer

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B. Participants in the Plan Preparation

This plan was prepared by the Iron County Land Information Council.

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C. Summary of the Plan

Iron County is submitting this *Land Records Modernization Plan* for review and adoption. The focus of this plan is to define land record modernization goals and objectives for the next five years. This Plan will define Iron County's goals and objectives, report the progress of its current activities, and describe new initiatives that it would like to undertake. It will also describe: who maintains land records within the county; how the county has completed or plans to complete the individual foundational elements of modernization; how the county will comply with state-wide standards; and how the county plans to integrate and share this information.

D. County Land Information Web Site: http://www.co.iron.wi.gov/

E. Municipal Land Information Web Sites: None

II. LAND INFORMATION MODERNIZATION AND INTEGRATION PLAN

A. Goals and Objectives

The primary goal of the County Land Information program is to acquire, implement and maintain a Land Information System (LIS) that will meet the needs of the public and private sectors, as well as its users within the county and other governmental entities in a timely and cost effective manner.

- **Goal**: Continue to develop and deploy an integrated land information system.

Objectives	***Status***
Maintain a Master Address Guide	On going
Obtain new ortho photography on a five year cycle	2011
Maintain land records databases on TriMin System-LandLink install	2011
Convert data design of GIS layers to Geodatabase	On going
Update and maintain Public Land Survey System (PLSS)	On going
Expand contour coverage in developed areas	2015

- **Goal**: Coordinate modernization activities with other land records agencies.

Objectives	***Status***
Work with DNR to obtain updated digital wetlands	2010
Work with DNR to obtain update land cover dataset	On going
Work with NWRPC to share in existing datasets and development of new datasets	On going
Work with local municipalities to enhance the GIS program to meet municipal needs	On going
Work with FEMA / DNR on the creation of new floodplain maps	2015
Tie sheet index creation	2012-2015
Develop written policies with data sharing agencies	2011

- **Goal**: Improve data accuracy and reliability.

Objectives	***Status***
Transform existing GIS data to GPS coordinate locations	On going
Complete Metadata for datasets	On going
Improve Land Owner Notification System	On going
Improve Sanitary Application for Track Systems..inventory and mandatory program maintenance	On going
Improve Zoning Application to Track permits and violations	On going

- **Goal**: Improve cost-effectiveness.

Objectives	***Status***
Improve tools on County Web site to allow users to complete their own requests	On going

- **Goal**: Improve access to information for users.:

Objectives	***Status***
Enhance existing Online Mapping System	Annual
Enhance existing Tax Inquiry System	On going
Provide more access to information in Register of Deeds Office	On going
Provide more access to information in Zoning Office	On going
Provide online hardcopy (pdf) Zoning Maps	2011-2012
Create publication tools and environments that promote easy data sharing and larger data access	On going
Enhance existing website for file downloads of free data	2011-2014
Create web site for Tie sheet publication	2015
Create website for Plat of Survey publication	2015

- **Goal**: Education of public and private sector about the benefits of the County Program

Objectives	***Status***
Provide Training Workshops on new applications	As Needed
Participate in State and Local programs	Annual

1. **Keys to Achieving Goals:**
   - The county will ensure that the information is readily translatable for use by any state or local county/agency or public utility. Data is maintained using non-proprietary software, which ensures that data can be readily translatable.
   - The county will ensure that the information is easily retrievable by any state or local county/agency or public utility. Data will be retrievable through several mediums such as public terminals, the World Wide Web, CD-ROMs and other appropriate technology.
   - The county will ensure that the information is geographically referenced for use by any state or local, county or public utility. The County data will be geographically referenced using the standard coordinate systems that will ensure that the data can be easily shared.
   - The time line for implementation of the goals in this Plan are dependent on the continuation of the Wisconsin Land Information Program's (WLIP) grant program and the amount of retained fees collected.

2. **Database Design**:
   - The County's geographic system is designed to support the existing systems implemented by the County.
   - The database design for land records information conforms to existing county standards, which allows for integration. The county will migrate to Geodatabase technology to reduce redundancy and improve efficiency and reliability. All spatial data are topologically structured and designed to integrate back to the county's database design. Most GIS datasets are documented with compliant metadata.
   - County Network: The County has a Windows network and a series of Windows based servers which host the County Tax, Land, Financial, Zoning, Register of Deeds and Imaging systems. The Land Records program utilizes ESRI, TriMin and Avastone products.

B. Progress Report on Ongoing Activities

See Goals and Objectives above. The progress has been updated in the status column.

C. New Initiatives

1. **Proposed Projects**:

   See Goals and Objectives above.

2. **Assistance Requested**

   a) *Technical Assistance*: The LIO List Server provides good insight, and ESRI on-line training helps with GIS-related projects.
   b) *Finances*: The County plans to use retained fees and WLIP grant dollars to fund the activities. The County will continue to pursue other funding (ex: grants, tax levy).
   c) *Strategy*: The County has and maintains land information on its web site as both data and mapping.
   d) *Repository*: The County will participate in the statewide GIS repository.
   e) *Procurement*: The Land Information Office has and will continue to follow county policy for procurement.

3. **Problems Encountered:** Iron County has strong interest in completing these initiatives as soon as possible; staffing and limited funding affect the overall timing and implementation. To respond to this issue, the County will need to define each project along with its budget to obtain support.

D. Custodial Responsibilities (§ = State Statute, * = County Ordinance)

1. Land Information Officer/Land Records Technician

a) Current Land Records responsibility and duties

(1) Coordinates land information projects within the county (§59.88)
(2) Prepares the Countywide Plan for land records modernization.
(3) Oversees the LIS/GIS portion of the countywide computer network and data processing.
(4) Maintains a countywide layering scheme for all mapped entities.
(5) Maps and maintains all digital parcel maps.
(6) Works on special projects for individual departments, municipalities, agencies, and the public and private sector.
(7) Oversees the integrity of maps and corresponding land records data submitted or created for use in the countywide GIS/LIS program.
(8) Budgets and oversees grants for use in land records modernization efforts.
(9) Maintains County IMS site.
(10) Maintenance of digital land use and zoning maps.
(11) Maintenance of digital shore land, floodplain, and recreation maps.
(12) Maintain hard copy parcel maps, including property divisions, splits, and merges..
(13) Maintain or oversee maintenance of digital parcel maps.

b) Future Land Records responsibilities and duties (expected or willing to assume).

(1) Educating users in the creation of maps and the use of GIS.
(2) Program user interfaces for data entry and GIS queries.

2. Register of Deeds

a) Current Land Records responsibility and duties

(1) Records and stores deeds, mortgages, plats, and associated land records (§59.21) and maintains its corresponding database.
(2) Maintains a computerized tract index and grantor/grantee index. (§59.21)
(3) Maintains a database of description and ownership information on all parcels. (§70.09)
(4) *Responsibility for the use and management of a document imaging system.*

3. County Clerk

a) Current Land Records responsibility and duties

(1) Maintains hard copy electoral and jurisdictional maps. (§5-10)
(2) Maintains highway and road relocation orders. (§32.05 84.09)
(3) Maintain a state trunk highway system map. (§84.02)

b) Future Land Records responsibilities and duties (expected or willing to assume)

(1) Maintenance and review of digital electoral and jurisdictional maps upon creation.

4. Emergency Government

a) Current Land Records responsibility and duties.

(1) Maintains uniform property address system.
(2) Maintains uniform road naming system.
(3) Maintains records on hazardous chemical storage. (§166.20)
(4) Maintains records on prior chemical spills. (§166.215)
(5) Maintains records on emergency evacuation sites. (§166.09)
(6) Maintains records on damages to public and private properties. (§166.22)
(7) Maintains records on pipelines.
(8) Maintains current records of emergency response districts.

b) Future Land Records responsibilities and duties (expected or willing to assume).
   (1) Create and maintain digital hazardous chemical storage and spills maps.
   (2) Create and maintain digital emergency evacuation site maps.
   (3) Create and maintain digital disaster area maps.
   (4) Create and maintain digital emergency response district maps.
   (5) Maintenance of digital address and rural numbering maps.
   (6) Creation of E911 database

5. <u>County Surveyor</u>
a) Current Land Records responsibility and duties
   (1) Maintains information on PLSS corners. (§59.49)
   (2) Maintains information on the High Accuracy Network (HARN) densification in the county.
   (3) Maintains private and certified survey maps (CSM) as provided to its office.
   (4) Oversee all monument maintenance activities.
   (5) Scans and maintains documents related to survey records

b) Future Land Records responsibilities and duties (expected or willing to assume)
   1. Maintain a countywide database and GIS of PLSS section corners.

6. <u>Zoning Department</u>
Current Land Records responsibility and duties
(a).Maintain zoning and land use maps as approved by unincorporated municipalities. §59.69)
(b)Maintain shore land and floodplain zoning. (§59.69)
(c)Review land division in the form of plat and CSM reviews. (§59.69)
(d)Enforces county zoning and building ordinances. (§59.69)

7. <u>Land Conservation Department</u>
a) Current Land Records responsibility and duties *(Chapter 92 §)*
   (1) Prepare land and water resource management plan. (§92.10)2010-2019
   (2) Maintains natural resource data including field by field soil erosion data for "T" by 2000 program (§92.025)
   (3) Maintains digital and hard copy watershed maps
   (4) Maintains conservation plans for land owner.

8. <u>Highway Department</u>
a) Current Land Records responsibility and duties
   (1) Maintains a filing system for right-of-way design and as-built plans.
   *(2) Maintain control access regulations filing system. (§83.027)**
   (3) Maintains a sign inventory.
   (4) Maintains a five year road project, maintenance, and improvement database.
   (5) Maintains utility and driveway inspection permits.

b) Future Land Records responsibilities and duties (expected or willing to assume)
   (1) Request all road and highway design and as-built plans in digital form, for digital filing.
   (2) Create and maintain a GIS and database of controlled access ROW areas.
   (3) Utilize a countywide road database for vehicle routing and road maintenance records.
   (4) Create and maintain an automated utility and driveway inspection system.
   (5) Create a road sign database and inventory for use in tracking maintenance.
   (6) Create a culverts database and inventory for use in tracking maintenance.

9. <u>Clerk of Courts</u>
a) Current Land Records responsibility and duties
   (1) Maintains a database of civil judgments and small claims on individuals and property (§799.09).
   (2) Maintains a database of state tax and construction liens on persons or properties.(§75.521, 806.16)
   (3) Maintains a database of bankruptcy actions and sheriff sales.(§806.19, 842.28, 812.16)

10. <u>Probate</u>

a) Current Land Records responsibility and duties
   (1) Maintains a database of probate records. (§851)
   (2) Maintains a database of guardianship records. (§880)

11. Treasurer/Real Property Lister
a) Current Land Records Responsibility and duties
   (1) Collection of general property taxes (§74.07)
   (2) Preparation of acquiring and sale of tax delinquent properties.
   (3) Work with Real Property Lister on tax billings
   (4) Assigns new parcel identification numbers (PIN) to parcels
   (5) Maintain database information on school and other special district codes.
   (6) *Maintains computer services for assessment roll, notice of assessments, summary reports, tax roll, and tax billing.*

b) Future Land Records responsibilities and duties (expected or willing to assume)
   (1) Coordinate with Real Property Lister on maintenance of tax parcel maps.

12. Sheriff
a)Future Land Records responsibilities and duties (expected or willing to assume)
   (1) Wireless E911.
   (2) Incident Mapping.
   (3) Create cell tower feature class layer with zones for E911 location.

13. Human Services
a) Current Land Records responsibility and duties
   (1) Maintain databases to be geo-coded.
b) Future Land Records responsibilities and duties (expected or willing to assume)
   (1) Mapping of Services.

14. Health
a) Current Land Records responsibility and duties
   (1) Maintain databases to be geo-coded.
b) Future Land Records responsibilities and duties (expected or willing to assume)
   (1) Incident Mapping.
   (2) Mapping of Services.

E. Framework Data, System Implementation and Statewide Standards.

1. Geographic Positioning Reference Framework

a) **Geodetic Control Network:** The County has completed densification of the High Accuracy Reference Network (HARN) to the tertiary level using GPS and the Wisconsin Department of Transportation standards. The county will be responsible for maintenance of the HARN Densification.

b) **Public Land Survey System:** The County has completed 50% of the remonumentation and geodetic control of the Public Land Survey System (PLSS) for section and quarter section corners. This work meets the requirements established in state statutes and meets at least second order class II standards.

2. Orthoimagery and Georeferenced Image Base Data

a.)**Photogrammetric Base Maps:** The County has digital raster graphics of the USGS 7.5 Minute Topographic maps and a series of images that are available for use in a digital format which are in State Plane North coordinates are 1998.
b.)**Digital Orthophoto (DOP):** The County has a series of images that are available for use in a digital format which are in State Plane North coordinates. The dates that are available are: 2005, 2006 and 2008. The County has no established cycle for acquisition of new ortho-photography, but rather base the cycle on financial resource availability.
c.)**Digital Raster graphics: None**
d)**Satellite Imagery**: None
e)**Oblique Aerial Imagery**: Plan on doing county wide pictometry spring 2011 leaf off.
f.**)Historical Aerial imagery**: None

2. Elevation Data Products and Topographic Base Data.

a) **Digital Elevation Models:** None
b.**) Digital Terrain Models:** None
c) **Triangulated Irregular Networks:** The County has not purchased TIN products.
d.**) Contours:** None
e.**) LIDAR:** available only along the Lake Superior shoreline
f.) **IFSAR Data:** None

3. Parcel Mapping

a) **Refer Boundaries**: The County is in the process of completing the digital parcel mapping for the entire county. The parcel mapping is referenced to the Public Land Survey System (PLSS). The method of parcel mapping is by ArcGIS editing tools and board digitizing.
b) **Do Not Refer Boundaries**: None
c) **Coordinate System Used**: County Coordinate
d) **Parcel ID:** The county parcel ID numbering system partially conforms to the WLIB parcel numbering system standards.

4. Parcel Administration and Assessment Information

a) **Design:** The County is developing a parcel administration design that has property records and boundary information including the PIN referenced to the PLSS.

b) **Activities**: With the primary PIN, links can be established back to the Tax, Land, Zoning and Register of Deeds systems. Links can also be established by site address and owner name. The county has a document imaging system that will allow links back to actual copies of recorded documents.

5. Parcel Administration and Assessment Information

Register of Deeds Land Records converted over to and went online with TriMin's Landshark software. It contains an online portal open to public access that provides internet access to the County's real estate deeds, mortgages, and easements.

a. Land Information System

- The property and ownership records (assessment/taxation records) are not yet accessible via an online system.

b. Parcel Level Information

- Parcel ID: Parcel Identification Numbers meets the WLIA unique parcel identification numbering system. The parcel identification number is part of the ownership record

- Tax data. Tax information can be accessed through the PIN, owners name, address through the local intranet

- Site Address. The property site address/911 property address/fire number can be accessed only within the public terminals within the courthouse complex. The site address is listed in the property ownership record; if the parcel has or had contained an improvement or facility.

- Owner Name and Address. The owner's name is listed as it appears on the document of title. The address listed is the mailing address of the owner. There is also a field for Billing Address where the tax statement is to be sent, in case it is different from the owner address.

- Description/Current Documents. The ownership record contains a brief legal description. If the property has a Certified Survey, the lot, certified survey map number, and the CSM recording information is listed under the brief legal description.

- Document Imaging. The Register of Deeds started document imaging with a system designed by TriMin, Inc. New recorded surveys and plats scanned in upon recording. The Register of Deeds is currently back scanning, indexing, and verifying documents. The recorded title document number is listed in the ownership record. The Register of Deed's document imaging system can be searched by document number, grantor's name; grantee's name; or through the electronic tract index.

- Real Estate Transactions. The electronic transfer return lists the selling price of the real estate conveyed and is listed in the land records system except when the transfer fee is for more than one parcel.

- Zip Codes. Zip codes are listed for every ownership record. The system provides a four-character field for +4 zip codes.

- Public Lands. All public lands are mapped, listed and assigned a PIN; DNR property, Scenic Riverways, State and National forest lands.

- Liens. Docketed judgment liens, tax liens, mortgages, Child support liens, Construction liens, Federal estate tax liens and Lis Pendens are not listed in the land information record. This information only encumbers the land information record and is best left for catalog in the Register of Deeds and Clerk of Circuit Court.

- Evidence of Title. The ownership records lists the current various deeds of ownership title. Also listed are: Land Contracts, Termination of Decedents Interest, Probate Judgments, and Life Estate reservations. The land information record does not list non current chain-of-title as that data is best cataloged by and obtainable from abstracts, Title Insurance, and the Register of Deeds.

- Zone District Designation. Each parcel can be identified with its zone district classification. The zoning codes will be integrated to the Land Records system in the up coming years.

5. Street/Road Centerlines, Address Ranges and Address Points

a) **Transportation Network**: The County has a complete transportation network.
b) **Right-of-Way**: Right-of-way areas were mapped during parcel conversion.
c) **Centerlines**: The County has mapped all centerlines for the county and met local standards.
d) **Address Ranges**: Data acquisition is complete in 2010 and maintenance is ongoing.
e) **Site Address Database**: Data acquisition is complete and maintenance is ongoing.
f) **Address Point / Driveway**: Data acquisition is in progress.
g) **Road Names**: Road names have been assigned to the centerline file.
h) **Functional Class**: Functional classes have been assigned to the centerline file.
i) **Places/Landmarks**: None
j) **MSAG**: Centerline/Addresses match the County MSAG and local standards
k) **Emergency Planning**: Data acquisition is in progress.
l) **Wireless 911**: The geographic framework exists to support Wireless 911; however until the technology is implemented is not fully known if all the data is currently present.

6. Hydrography, Hydrology and Wetlands Mapping

a) **Hydrography**: Complete from planimetric mapping and DNR data.
b) **Watersheds**:-Will obtain from the DNR
c) **Hydrogeology:**Will obtain from the DNR
d) **Wetlands Mapping:** 1994 DNR Digital

7. Soils Mapping, Land Cover and other Natural Resource Data

a) **Soils mapping activities:** Obtain any new soils data through the NRCS Soilsmart and web survey
b) **Land Cover**: Obtain from WIDNR.
c) **Forests**: Obtain from WIDNR.
d) **Geology**: Obtain from the Wisconsin Geologic Society and NRCS.
e) **Hydrogeology**: Completed by WNHGS.
f) **Non-Metallic Mining**: Data acquisition is in progress.
g) **Endangered Resources**: Not complete; however we have some data from the DNR.
h) **Impact on Environment**: None

8. Land Use Mapping

a) **Land Use**: The County worked with Northwest Regional Planning Commission to have the land use mapped for the 2006 comprehensive plan. The land use assessment evaluations and corresponding acreage are determined by the municipal assessors, and maintained by the Real Property Lister.

b) **Future Land Use**: Future land use and Comprehensive Plan was completed for the entire county. The County is in the process of implementing the Comprehensive plan through a complete zoning revision process.

9. Zoning Mapping

a) **Zoning Districts:** Zoning districts are mapped for all areas that have some type of zoning.

b) **Shore lands**: Shore land zoning districts have been mapped per the regulations; however County does not have all the navigable waterways defined

c) **Floodplains**: The County is currently using the FEMA Zone A Floodplain Maps.

d) **Environmental corridors**: None

e) **Burial Sites**: Acquired from Wisconsin Historical Society.

f) **Archeological Sites**: Acquired from Wisconsin Historical Society.

g) **Historical/Cultural Sites**: Acquired from Wisconsin Historical Society.

10. Reconciled Election and Administrative Boundary System

The county has acquired the appropriate layers for: zip codes, census geographies, school districts, legislative districts, minor civil divisions, and county boundaries. These layers have come from various sources.

Election and Administrative Boundary System

a. *Election Boundaries.* Iron County has County Board Supervisor districts and voting wards maps in hard copy only. As directed by the County Clerk, custodian of the data, the Geographic Information Specialist will create digital maps incorporating the 2010 census data.

b. *Legislative Districts*. Iron County does not have State or Federal legislative Districts mapped or indicated as this information is readily available online through the Wisconsin State Government home page.

c. *Utility Districts*. Municipal water & sewer districts, natural gas, landline telephone service districts, cable television and electric company districts are not mapped or indicated in the database as this information exists in the private and public sector that is not available to the County because it is not in a translatable, retrievable or geographical referenced digital format. It falls under private company domain.

d. *School Districts*. Iron County contains three school districts. They are not mapped but each parcel in the tax management system contains a field for its respective school district.

e. *Tax Incremental Financing Districts*. The TIF Districts are not mapped as a layer in the GIS, but they are identified by a field in the tax management system. This information is maintained by and under the custodial jurisdiction of the local municipality.

f. *Agency Administrative Districts and Zip Codes*. US Postal Service Regions in Iron County are not mapped .

The tax management system contains a zip code + 4 field. Our land information database allows a query and sort by Zip Code through the Road & Address dataset. The US Postal Service manages the zip codes. The County dataset and maps are revised upon notice from the USPS.

g. *Census Geographic*. Iron County has a copy of the digital TIGER files from the US Census Bureau. Census geographies can be obtained by the public from the online Census Bureau's website. Iron County Land records have not received any requests for the information.

h. *Civil Division Boundaries*. Iron County has the boundaries of County Towns, Villages, and Cites mapped with each polygon having its associated GIS attributes.

i. *Public Administered Land*. Iron County contains County Forest lands, State Forest, and State Wildlife Areas.

j. *Native American Lands*. Iron County contains part of the Bad River Band and the Lac Du Flambeau Band of Lake Superior Chippewa Indian reservation. Iron County maintains this information through deed transfers. Any changes to the boundaries of the reservation would be made under the direction of the Bureau of Indian Affairs.

k. *County Boundary*. Iron County has the County boundary mapped based on PLSS. The GIS in Land Records is the custodian of the data.

l. State Outline. Iron County incorporated an existing coverage from other sources into our GS system and will update it if the need arises.

m. *Lake Districts*. There are no Lake Districts in Iron County at this time.

11. Critical Infrastructure and Facility Management

a) **Emergency service districts:** Data acquisition is complete and maintenance is ongoing. Mapped through the All-Hazards Mitigation Plan, NWRPC.
b) **911 call centers:** Data acquisition is complete and maintenance is ongoing. Mapped through the All-Hazards Mitigation Plan, NWRPC.
c) **Fire/Police districts:** Data acquisition is complete and maintenance is ongoing. Mapped through the All-Hazards Mitigation Plan, NWRPC.
d) **Fire/Police stations:** Data acquisition is complete and maintenance is ongoing. Mapped through the All-Hazards Mitigation Plan, NWRPC.
e) **Hospital facilities:** Data acquisition is complete and maintenance is ongoing. Mapped through the All-Hazards Mitigation Plan, NWRPC.
f) **Government facilities:** Data acquisition is complete and maintenance is ongoing. Mapped through the All-Hazards Mitigation Plan, NWRPC.
g) **Utilities:** Mapped through the All-Hazards Mitigation Plan, NWRPC.
h) **Parks & Recreational Trails:** the County maintains a digital GIS dataset of County Parks
i) **Transit systems: None**
j) **Bridges, culverts, traffic road signs:** tabular datasets maintained by Highway Department
k) **Airports:** mapped within the parcel GIS Dataset
l) **Harbors:** Saxon Harbor data is managed by the Iron County Forestry & Parks Dept.
m) **Boat landings:** Hard copies maintained at the Iron County Forestry & Parks Dept.
n) **Hazardous materials sites:** the County maintains a digital GIS dataset for the sites

o) **Landfills:** data is kept at the municipality level

12. Data Base Design and System Implementation

a) **Design Evaluation**: Iron County currently maintains several land information related databases on a Windows Network. The primary databases are on the Windows Network SQL Server. The County GIS system database is designed to integrate with these systems.
b) **Project Approach**: The County does not have any plans to redesign its existing database structure on the Windows network. We are changing our existing GIS data sets to match the latest technology (geodatabase).
c) **Timeline**: NA
d) **Metadata**: Metadata exists for the County GIS datasets; however more documentation is needed to allow further integration with the Windows Network system databases.
e) **Security/Privacy**: Security is maintained by the Information Services Department. The County does not have a specific privacy polices except those required by state and federal law.
f) **Implementation**: The County does not have any plans to redesign its existing database structure. The primary focus is on integrating these existing datasets together.
g) **Quality**: Each system is designed to maintain security and accuracy.

h) **Needs Assessment**: The County has a Land Records Committee which looks at existing and future needs.
i) **Format**: New datasets are designed to fit into the existing data architecture.
j) **Data Model**: Not completed for the County, but with continued growth a comprehensive date model is planned for the future.
k) **Dictionary**: The County does not have a data dictionary.
l) **Coding Schema**: New datasets are designed to fit into the existing data architecture.
m) **Transaction**: The County tracks transactions with our financial system.
n) **Flow**: As the County implements new datasets, the County establishes flows to ensure that those datasets can be maintained.
o) **Conversion**: All of the County existing data is in an 'open format' which allows for easy conversion.
p) **Integration**: By following data standards and maintaining the County's data in an 'open format', the County allows for existing and future development of system integration.

B. Public Access

a) Access: The County is currently using several methods to provide access to customers. These methods include: Internet access to the County Land Records, Public Terminals for research, CD Subscription access for recorded documents and daily counter access.
b) 3rd party technologies: None.
c) **Data Sharing Policies**: The County has non-written policies that govern data sharing and data fees.
d) **Open Access to Data**: See 5.a. above.
e) Subscription: County has public-facing web services and subscription-based for access to County programs
f) Customized data: None
g) **Internet Access**: See 5.a. above.
h) **System Security**: The County does have the appropriate security installed to protect its systems.

i) **Privacy Policies**: The County does not have specific privacy policies except those regulated by state or federal law.
j) **Designated fees**: County uses the $1 fee for land information data

G. Integration and Cooperation

a) Formal data sharing:
b) Maintenance agreements:
c) Cooperative agreements:
d) Consortia: 5 Northwestern Pictometry project
e) Collaborative arrangements:
f) Statutory relationships:

I. Integration and Cooperation

Wisconsin Administrative Code, Chapter Adm 47, defines integration as the coordination of land record modernization to ensure that land information can be shared, distributed and used within and between government at all levels and between public agencies, and between public entities and private entities to share land information or collaboratively pursue land records modernization. These cooperative relationships may be formal or informal, a single instance of exchange or an on gong association.

a. *Formal Data Sharing Agreements*. We currently do not have an agreements for the data.

b. *Formal or Informal Data Maintenance Agreements* We have informal data agreements to maintain data in Conservation, Planning and Zoning and the Sheriff Departments

c. ***Cooperative Arrangements.*** Iron County is willing to work with entity regarding data sharing of the county digital data.

d. ***Consortia*. (For example multi-county or regional)** The County will continue to seek consortiums for projects that benefit adjoining Counties or the region to reduce costs.

e. ***Collaborative Arrangements*. (for example, the sharing of: local/state staff and budges, technical assistance, peer review, collegial plan preparation, common help desk, bartering and mentoring, et cetera)** The departments within Iron County collaborate with each other in sharing appropriate data in order to create or develop datasets.

f. ***Statutory Relationships between County and State Agencies*.** The County provides the program at the local level that the State promulgates to it such as the Department of Revenue for the collection of assessment and tax data. All County Departments collaborate with the State agencies they operate under or work jointly with including but not limited to the Department of Natural Resources, Department of Agricultural, Trade and Consumer Protection, and Natural Resources Conservation Service. Shall is mandatory and may is permissive.

1. What integrative/cooperative relationships would your county like to develop?

The county would like to develop more data and cost sharing agreement between itself and other public or private entities. The county would pursue integrative and cooperative arrangements with any agency or department that would promote efficiency, utility, compatibility, and/or savings for

the parties involved. The Land Records Committee and Land Use Planning Committee have informal data sharing agreements and a progressive history of data sharing with cooperators including the DNR, NRCS and Northwest Regional Planning Commission.

2. What potential partners and mutual projects does your county plan to pursue?

The county would like to expand the scope of such local and neighboring agreements by entering into agreements with larger regional entities such as regional utilities, the Department of Natural Resources (DNR), and the Department of Transportation (DOT).

3. What data would be shared and used in both of the above?

The county will continue to freely share data with its municipalities and neighboring counties regarding parcel, centerline, and municipal boundary issues; but would also like to pursue other large-scale efforts. In addition, the county would like to work closer with local utilities, phone companies and emergency services to create a digital addressing system.

H. Communication, Education, Training and Facilitated Technical Assistance

a) **Data Documentation**: The County has developed METADATA for it existing datasets.
b) **Resources Available**: The County does not have a formal training center.
c) **Customer Needs**: Needs from internal and external customers are based on user demand and technology changes.
d) **Training**: Training will be provided both internally through the LIO and externally as needed and as funds exist.
e) **Technology Use:** The technology is used to help train the users and public on the program.
f) **Education Funds**: The training and education dollars obtain through the Program have been used to send staff to WLIA events.

f. Clearinghouse and Technical Assistance List Server

- Iron County subscribes to the Department of Administration's WLIP Clearinghouse and Technical Assistance List Server

I. Administrative Standards Not Associated With Foundational Elements

1. The County agrees to observe and follow the statutes relating to the Wisconsin Land Information Program and other relevant statutes.

2. The County agrees to permit the Wisconsin Land Information Board access to books, records and projects for inspection and audit including unannounced audits by the Board until it sunsets.

3. The County agrees to complete the Annual WLIP Survey should the program continue.

4. The County agrees to update the plan every 5 years should the program continue.

4. Development and implementation of an acceptable Plan confers certain benefits on local government within a County, including continued eligibility for Program funding. A self-approving peer review process will be used to assess Plan acceptability by the land information community.

APPENDIX

A. Abbreviations

Abbreviation	Definition
CSM	Certified Survey Map
DOP	Digital Orthophotography
DTM	Digital Terrain Model
FEMA	Federal Emergency Management Agency
FGDC	Federal Geographic Data Committee
GIS	Geographic Information System
GPS	Global Positioning System
IMS	Imaging system
LIO	Land Information Officer
LIS	Land Information System
MSAG	Master Street Address Guide
NGS	National Geodetic Survey
NRCS	Natural Resource Conservation Service
PIN	Parcel Identification Number
PLSS	Public Land Survey System
POWTS	Private Onsite Waste Treatment System
RPC	Regional Planning Commission
USGS	United States Geologic Survey
WEM	Wisconsin Emergency Management
WDNR	Wisconsin Department of Natural Resources
WDOA	Wisconsin Department of Administration
WDOR	Wisconsin Department of Revenue
WDOT	Wisconsin Department of Transportation
WLIA	Wisconsin Land Information Association
WLIP	Wisconsin Land Information Program