



# DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

## MILWAUKEE COUNTY LAND INFORMATION OFFICE

633 West Wisconsin Avenue, Suite 903, Milwaukee, WI 53203 (414) 278-3927

### *DATA REQUISITION AND DISTRIBUTION GUIDELINES*

#### **BACKGROUND**

The Milwaukee County Land Information Office, previously known as, the Milwaukee County Automated Mapping and Land Information System (MCAMLIS) is a public-private consortium begun in 1990 by and between Milwaukee County, the Milwaukee Metropolitan Sewerage District, Wisconsin Bell, the Wisconsin Electric Power Company, and the Wisconsin Gas Company. A Steering Committee comprised of representatives from each of the above entities plus representatives from the City of Milwaukee and the Intergovernmental Cooperation Council of Milwaukee County oversees all activities of the consortium.

MCAMLIS, now the Milwaukee County Land Information Office, MCLIO, was formed to develop and maintain the automated mapping base essential for the creation of a modernized land information system for Milwaukee County. In so doing, the Land Information Office oversees the implementation of the [Milwaukee County Land Records Modernization Plan](#), originally set forth in the Southeastern Wisconsin Regional Planning Commission's (SEWRPC) Community Assistance Planning Report No. 177, Feasibility Study for a Milwaukee County Automated Mapping and Land Information System. Accordingly, the Milwaukee County Land Information Modernization Plan is required to be revised every 3 years. The most recent plan was approved by the Wisconsin State Department of Administration in December 2015. The mapping effort detailed in the County plan builds upon historic, coordinated base mapping efforts carried out by Milwaukee County, the Utilities, the cities and villages in the County, and the Southeastern Wisconsin Regional Planning Commission.

As included in an implementation study completed in 1991 and subsequently modified over time, the MCLIO work program consists of the following:

- The completion of the location and remonumentation of all U. S. Public Land Survey corners in the County, including the centers of the sections.
- The completion of high-order horizontal and vertical control surveys to establish the State Plane Coordinates and elevations of the U. S. Public Land Survey corners.
- The completion of large-scale topographic base maps in digital form at a scale of one-inch equals 100 feet with one-foot contour intervals.
- The completion of companion cadastral maps to the topographic maps in digital form at a scale of one inch equals 100 feet providing detailed information on the location and configuration of all real property boundaries, including the boundaries of all streets and public ways and other public land holdings; and assigning a parcel identification number (tax key number) to each ownership parcel to enable the linking of geographic with non-geographic data files.
- Street address data for all parcels in Milwaukee County.

All MCLIO mapping products are based upon the Wisconsin State Plane Coordinate System, South Zone (North American Datum of 1927) and referenced to the National Geodetic Vertical Datum of 1929.

## **DATA SHARING POLICY GUIDELINES AND PROCEDURES**

As noted above, Milwaukee County, the local units of government in Milwaukee County, and the private utilities created the Milwaukee County Automated Mapping and Land Information System (MCAMLIS), now Milwaukee County Land Information Office (MCLIO), program in response to the need for the development of an automated mapping base. At the outset, it was recognized that an infusion of monetary resources from the private sector was necessary to create an automated mapping base for the County in a timely fashion. In response to this need, We Energies (formerly Wisconsin Gas Company and Wisconsin Electric Power Company), AT&T (formerly SBC AMERITECH, Wisconsin Bell) and The Milwaukee Metropolitan Sewerage District invested significant private capital in the MCLIO program.

The overall goal of the MCLIO program has been, and continues to be, the construction of the automated mapping system that is consistent with the standards specified in the County plan, and to make the end products created as a result of the LIO program available to the widest possible range of users in a fair and efficient manner. The MCLIO program is not, and was not intended to be, a 'for profit' venture. Accordingly, the Data Requisition and Distribution Guidelines presented herein are intended to embody a spirit of fair and reasonable access to the MCLIO digital materials.

The MCLIO Council has formulated the following policies attendant to the distribution and use of their controlled mapped data developed under the MCLIO program.

### Accommodation of Requests

All requests for MCLIO digital materials shall be made through the MCLIO Manager.

Land Information Office Manager  
Milwaukee County Land Information Office  
Department of Economic and Community Development  
633 West Wisconsin Avenue, Suite 903  
Milwaukee, Wisconsin 53203  
Telephone (414) 278-3927

### Distribution and Use of Print Ready Electronically Formatted Materials

It is generally not the policy of the MCLIO Council to make available MCLIO products in hard copy form. All such products are now made available as print ready electronically formatted documents and can be obtained electronically through the use of readily available Internet browser technology. This includes topographic maps, cadastral maps, and records of control survey stations, control survey summary diagrams, plat of survey documents, condo/subdivision plats and certified survey maps. The cost schedule for hard copy products that are made available at the cost of reproduction and distribution is attached as Exhibit A. Digital copies of these same materials may be accessed directly through use of the Milwaukee County Land Information Office website located at [maps.milwaukeecounty.org](http://maps.milwaukeecounty.org) at no cost. In addition to those listed here, other types of documents may be made available over time.

### Distribution and Use of Digital Materials

The Council has established a policy that distinguishes between the commercial and noncommercial use of the digital maps produced under the MCLIO program. Noncommercial use is defined to include the periodic internal use of selected digital mapping materials--not the entire digital mapping file--by private firms and individuals. For noncommercial purposes, it is the general policy of the MCLIO Council to make available duplicate copies of the digital MCLIO products subject to reimbursement of the cost of reproduction, handling, and distribution. Local units of government within or outside of Milwaukee County; State and Federal agencies; private firms and individuals requesting digital data for internal, noncommercial use; and nonprofit organizations may request duplicate copies of the digital address, street centerline, topographic and cadastral map files. The MCLIO data are typically made available as specified within customized boundaries—area of interest (AOI). A boundary description of the AOI should accompany requests directed to the MCLIO Program Manager.

Current cost guidelines for obtaining such duplicate digital mapping files, intended to cover the costs of reproduction, handling, and distribution, are attached as Exhibit B. These guidelines reflect average costs associated with the reproduction, handling, and distribution of digital files as those files are presently stored. All monies received by the MCLIO Program Manager under this section will be retained by the MCLIO program as reimbursement for the actual expenses incurred.

The MCLIO Program Manager is authorized by the MCLIO Council to act on the Council's behalf for action in a timely manner regarding requests for a license to obtain and use the digital MCLIO mapping files. The MCLIO Program Manager will review the request for consistencies with the policies set forth herein. The MCLIO Program Manager will not unreasonably refuse to provide access to the digital materials where the intended use is for a governmental, educational, non-profit, or internal private purpose. The MCLIO Program Manager will make findings and act to approve or disapprove the request. The MCLIO Program Manager will then formulate an appropriate response with respect to each request and shall report all requests and specific determinations with respect thereto to the Council.

For commercial purposes, that is, where private firms or individuals seek to acquire all or substantially all of the digital files for internal or external use, it is the general policy of the MCLIO Steering Committee to make available duplicate copies of the digital MCLIO-controlled mapping files in the native format within which the data is maintained. The Council will consider requests for duplicate digital MCLIO-controlled files for commercial purposes on a case-by-case basis. Requests should be directed to the MCLIO Program Manager at the address noted above. The Program Manager will report all such requests to the Council for their consideration and

determination. The Council will make findings and act to approve or disapprove the request. If the Council disapproves the request, it shall be denied. The MCLIO Program Manager will then carry out the Council's direction with respect to each request.

### **MCLIO DATA AVAILABILITY**

The following represents the availability of MCLIO print formatted electronic copy and digital data as of September 13, 2016:

- Records of control survey stations have been completed and are available for all U. S. Public Land Survey section and quarter section corners in the County.
- Control survey summary diagrams prepared for six-square-mile areas are available for the entire County.
- Digital files of large-scale topographic base maps are available from MCLIO for all of Milwaukee County.
- Digital files of continuously maintained cadastral maps are available from MCLIO for all of Milwaukee County.
- Street centerline, parcel address and building address data are available for all of Milwaukee County.

The status of available digital map products under the MCLIO is continually changing. Interested parties should contact the MCLIO Program Manager to inquire about the availability of additional products.

\* \* \*

## EXHIBIT A

### MCLIO HARDCOPY MATERIALS DISTRIBUTION COST SCHEDULE FOR ALL USERS

Item	Geographic Unit of Coverage	Scale	Sheet Size	First Page Unit Price	Second Page(s) Unit Price
Record of Control Survey Station	One U.S. Public Land Survey Section or Quarter-Section Corner	Not Applicable	8.5" x 11'	\$ 1.00*	N/A
Control Survey Summary Diagram	Six Square-Miles	Not Applicable	17" x 11"	\$ 5.00*	N/A
Plat of Survey	Selected Parcel(s)	Not Applicable	Various	\$2.00*	\$1.00
Condo/Subdivision Plat	Selected Parcel(s)	Not Applicable	Various	\$5.00*	\$2.00
Certified Survey Map	Selected Parcel(s)	Not Applicable	Various	\$2.00*	\$1.00

*Plus shipping costs and sales taxes where applicable.*

\* Available for free download at [maps.milwaukeecounty.org](http://maps.milwaukeecounty.org)

Source: MCLIO Program Manager; August 16, 2016

## **EXHIBIT B**

### MCLIO DIGITAL MATERIAL DISTRIBUTION COST SCHEDULE FOR NON-COMMERCIAL USERS\*

Digital Format**	Digital Base Materials Area of Interest (AOI)	
	Minimum Request including 1 <sup>st</sup> .5 hour of labor*	Each Additional Hour of Labor**
ArcGIS or AutoCAD DWG/DXF	\$ 65.00	\$ 75.00

*Plus shipping costs and sales taxes where applicable.*

\* Most fees are waived for government agencies; MCLIO partner organizations; non-profit; and for academic purposes that do not incur custom labor commitments beyond a minimum request.

\*\* Ordered simultaneously with additional labor beyond the 1<sup>st</sup> .5 hour required to complete request selection.

Source: MCLIO Program Manager; September 13, 2016

