

**TO:** Town Plan Commission/Town Board  
**FROM:** Lisa Potswald  
**RE:** Monthly Report  
**DATE:** November 1, 2014 through November 30, 2014  
 Prepared on December 2, 2014

**I. Permit Applications Approved and Issued:**

NAME	DATE RECEIVED	PROJECT ADDRESS	PERMIT TYPE	C= County T= Town	NOTES
Craig Benware	11/13/14	2284 Benjamin Blvd	POWTS, Accessory structure	C, T	

**II. Certified Survey Maps**

None.

**III. Permit Applications in Progress:**

NAME	DATE RECEIVED	PROJECT ADDRESS	PERMIT TYPE	C= County T= Town	STATUS
Van Veldhuizen	11/12/13	1748 North Shore	Accessory structure	C	Research holding tank size, verify siting
Lemke	10/16/13	Miller Farm Road	Driveway, fire number	T	Wetland Protection Overlay District; reviewed siting with DNR on 5/29/14; wetland delineation required
Slater/McCue	1/20/11	1268 Big Bay Road		C	Waiting for shoreland restoration plan per DNR requirements. This permit has been on hold for two years but Larry will be retaining fees and keep the permit active.
LaDuke, Winona	4/28/12 (incomplete)	Middle Road	Land Disturbing Activity, Accessory (x2), Long Term Camping Unit	T	ZA received copy of the wetland fill application Nelson Constr. submitted to Alyssa Core 6-4-13 5/29/14 – Still in DNR hands
Bergeon, Susan	6/14/2013	2635 Big Bay Road	Principle, sanitary Special use	C	Waiting for sanitary application

NAME	DATE RECEIVED	PROJECT ADDRESS	PERMIT TYPE	C= County T= Town	STATUS
Hartzell	6/8/2014	561 Mondamin	Principle – condo rental	T	Waiting until 2015
Beitler	9/4/14	2507 Spirit Lane	Road, Accessory	T	Waiting for final application/fees
Stern	9/4/14	4327 Chippewa	Principle, Sanitary	C	Waiting for application/fees

**IV. Permit Applications Denied/Revoked:**

None.

**V. Violations**

NAME	VIOLATION	ORDER
Ed Kale	Town of La Pointe v. Edward Kale – Ashland County	Conference on 12/15/14 to set court date.

**VI. Land Use Permit – No Permit Required:**

None.

**VII. Fire Numbers Issued**

None.

**VIII. Correspondences: Letters/MEMO to**

NAME	DATE	PROPERTY	REGARDING
Town Board	11/7/14	N/A	Big Arm's Road
TPC	11/12/14	N/A	Big Arm's Road
Craig Benware	11/13/14	2284 Benjamin	Permits
Town Board Chair	11/17/14	N/A	Disposal of old tapes

**IX. Complaints Received About**

None.

**X. Public Information Requests**

None.

**XI. Revenue and Expenditures for the Previous Month**

	June 2014	%	July 2014	%	Aug 2014	%	Sept 2014	%	Oct 2014	%	Nov 2014	%	Dec 2014	%	BUDGET
Expenditures	53,973.00	60%	61,740.00	69%	67,286.00	75%	74,845.00	83%	81,373.00	91%					<b>89,922.00</b>
Revenue:															
Building permits	2,201.00	25%	2,389.00	27%	3,018.00	34%	3,354.00	37%	3,354.00	37%					<b>9,000.00</b>
Revenue: Zoning permits	12,600.00	79%	13,370.00	84%	13,730.00	86%	13,730.00	86%	13,730.00	86%					<b>16,000.00</b>
<b>REVENUE TOTAL</b>	<b>14,801.00</b>	<b>58%</b>	<b>15,759.00</b>	<b>62%</b>	<b>16,748.00</b>	<b>66%</b>	<b>17,084.00</b>	<b>67%</b>	<b>17,084.00</b>	<b>67%</b>					<b>25,500.00</b>

**XII. New Business**

None.

**XIII. Old Business**

Planning and Zoning Department priorities for the next month:

- Work with property owners and agents on projects and issue permits.
- Update Personnel policy
- Develop filing system for contracts and grants
- Cleaning Town Hall Basement!
- Organize CUP and BOA files/set up database:
  - Cleaning/organizing CUP/BOA files
  - Developing summary information to be reviewed by the TPC
- Cleaning and organizing ordinance files by year
- Develop ordinances as prioritized by the Town Administrator:
  - Roads to come
  - Driveways to come

#### **XIV. STATISTICS**

Permits issued in November 2008-2014 (average 8 permits per year in November). As we know, work is affected by the weather. In 2014, we had snow the first week in November, leading to projects potentially being put off until Spring 2015.

