

TO: Town Plan Commission/Town Board
FROM: Lisa Potswald
RE: Monthly Report - **DRAFT**
DATE: November 1, 2015 through November 30, 2015
 Prepared on December 8, 2015

I. Permit Applications Approved and Issued:

NAME	DATE RECEIVED	PROJECT ADDRESS	PERMIT TYPE	C= County T= Town	STATUS
Beth Alsgaard	11-2-15	718 Brian's Road	Addition/Move	T	
Ken and Michele Chin-Purcell	11-16-15	1744 North Shore Road	Accessory	C	

II. Certified Survey Maps

Robert Meents, 3544 Big Bay Road. Application to reconfigure Parcels 014-00022-1100, 014-00022-0600 and 014-00022-0900 into 2 parcels approved by the Town Plan Commission and the Town Board on November 10, 2015.

III. Permit Applications in Progress:

NAME	DATE RECEIVE D	PROJECT ADDRESS	PERMIT TYPE	C= County T= Town	STATUS
Maciejewski	Not yet	1590 North Shore	Addition	C	Need application and check
Pugliese, Nicole	Not yet	2800 North Shore Road	Accessory	C	Waiting for permit application
Breunig, Kari	8/1/2015	2794 North Shore Road	Addition	C	Waiting for plans
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. Will have to apply for all new permits
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
Hartzell	6/8/2014	561 Mondamin	Principle – condo rental	T	Map change request
Stern	9/4/14	4327 Chippewa	Principle, Sanitary	C	Waiting for application/fees

IV. Permit Applications Denied/Revoked:

None.

V. Violations

None.

VI. Fire Numbers Issued

None. Note that I am issuing fire numbers with the caveat that we are not giving out temporary number signs in anticipation of the new fire number project.

VII. Correspondences: Letters/MEMO to

TO	DATE	PROPERTY	REGARDING
Greg Nelson	11/2/15		Permit
Brian Miller	11/2/15		Permit extension
Esch	11/10/15	2832 Big Bay Road	Cutting trees on shoreline
Kristen Lein	11/10/15		Reconstruction of house in S-1
Sanders Marvin	11/23/15		Horses on Property in S-1

VIII. Complaints Received About

None

IX. Public Information Requests

David Senn, 393 Big Arn’s Road – requested copies of the zoning files from previous property owners.

X. Revenue and Expenditures for the Previous Month

	May 2015	%	June 2015	%	July 2015	%	August 2015	%	Sept 2015	%	Nov 2015	%	BUDGET
Expenditures	\$30,227	37%	\$34,817	43%	\$40,356	50%	\$44,967	55%	\$49,817	61%	\$56,489	70%	\$81,228
Revenue:													
Building permits	\$884	20%	\$884	20%	\$1,598	36%	\$2,672	59%	\$2,855	63%	\$3,858	86%	\$4,500
Revenue: Zoning permits	\$12,210	88%	\$12,210	88%	\$12,210	89%	\$12,420	90%	\$13,280	97%	\$13,490	98%	\$13,750
REVENUE TOTAL	\$13,094	72%	\$13,094	72%	\$13,808	76%	\$15,092	83%	\$16,135	88%	\$17,348	95%	\$18,250

XI. New Business

I attended training on 12/2/15 in Park Falls put on by the DNR on the changes brought about by Act 55. The state is attempting to develop statewide standards for shoreland zoning, which contributes to a consistent approach, but doesn't take into consideration the difference between the Great Lakes and inland lakes.

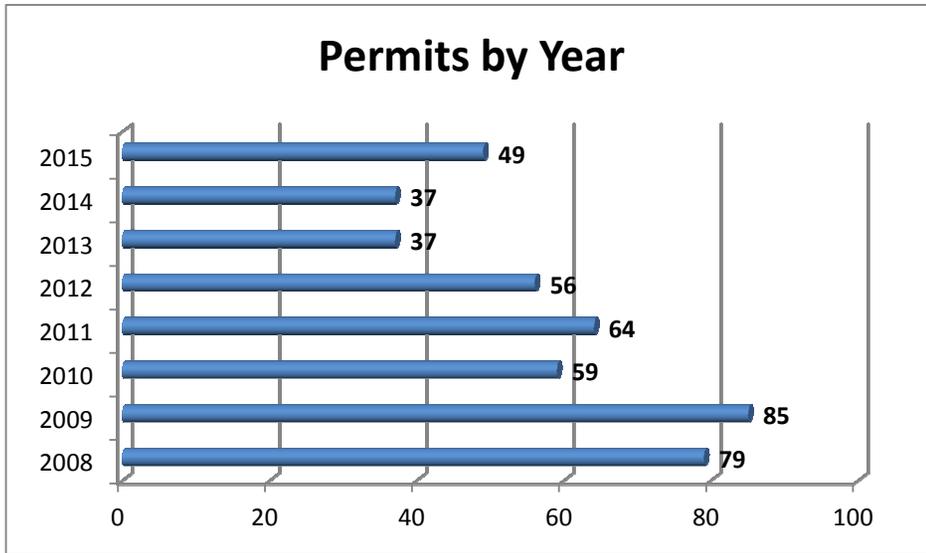
XII. Old Business

Bob Hartzell has requested a zoning map change of 3 lots on Mondamin. The public hearing is scheduled for November 18, 2015 at 5:30. Notices will go out shortly.

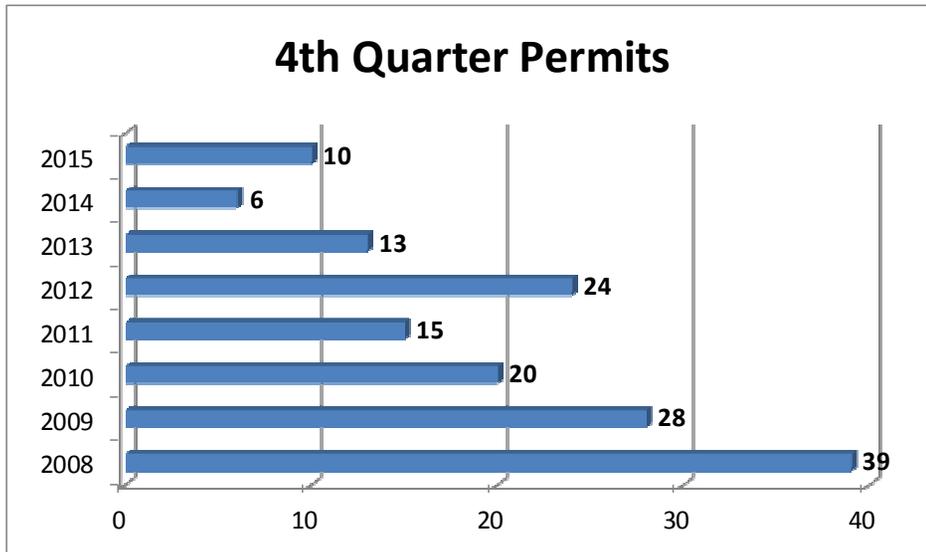
Planning and Zoning Department priorities for the next month:

- Work with property owners and agents on projects and issue permits.
- Fire number project
- Develop filing system for contracts and grants
- Clean Town Hall Basement
- Clean and organize ordinance files by year
- NR 115 changes to Zoning Ordinance
- Develop ordinances as prioritized by the Town Administrator:
 - Roads to come
 - Driveways to come

XIII. STATISTICS



The chart at the left shows the number of permits issued each year since 2008, not including any permits that may be issued in December 2015. 49 permits have been issued through the end of November for this year. The average number of permits issued per year since 2008 is 58.



The chart at the left shows the 4th quarter (October/November/December) permits issued from 2008 through 2015. The average number of permits issued in the fourth quarter is 19. Historically the fourth quarter is busy; however permits dropped dramatically in 2014.

Note that December 2015 permits have yet to be included.