

TO: Town Plan Commission/Town Board
FROM: Lisa Potswald
RE: Monthly Report
DATE: March 1, 2014 through March 31, 2014
 Prepared on March 31, 2014

I. Permit Applications Approved and Issued:

NAME	DATE RECEIVED	PROJECT ADDRESS	PERMIT TYPE	NOTES
Baker Dukett, Clare	3/7/14	486 Mondamin	Single Family Rental	Issued through 5/14/14; a new permit needed 5/15/14
Nelson, William/Barbara	3/18/14	1452 Middle Road	Accessory and Addition	Hegwood – county permits issued
Spaulding, Doug/Patricia	3/18/14	2374 North Shore Road	Accessory	Hegwood – county permit issued

II. Certified Survey Maps

NAME	DATE RECEIVED	PROJECT ADDRESS	PERMIT TYPE	STATUS
Nelson, Elaine	3/5/14	Middle Road	Certified Survey Map	Divisions reviewed by the TPC on 3/19/14

III. Permit Applications in Progress:

NAME	DATE RECEIVED	PROJECT ADDRESS	PERMIT TYPE	STATUS
Middle Road Literary/Arts	3/21/14	274 Middle Road	Addition/New Structure	Incomplete application - MORATORIUM
Pedersen, Kristen	3/20/14	1198 Sunny Slope Road	Addition	Incomplete application - MORATORIUM
Spaulding, Patricia	2/14/2014	2374 North Shore Road	Accessory – County (Hegwood)	Permit issued 3/18/14
Dittmann, Rolf	Not yet	South Shore Road	Permit and Fire Number	Waiting to receive - MORATORIUM
ATT Cell Tower	Not yet	412 Big Bay Road	Addition	Waiting to receive - MORATORIUM
Jones, William/Nancy	12/19/13	2354 North Shore Road	Accessory structure	Need county permit application and clarification on setbacks.

NAME	DATE RECEIVED	PROJECT ADDRESS	PERMIT TYPE	STATUS
Van Veldhuizen	11/12/13	1748 North Shore	Accessory structure	Research holding tank size, verify siting
Lemke	10/16/13	Miller Farm Road	Driveway, fire number	Wetland Protection Overlay District; must review siting with DNR in spring
Hartig	11/15/13	3195 Big Bay Road	Principle dwelling	Will be submitting plans shortly
Slater/McCue	1-20-11	1268 Big Bay Road		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	ZA received copy of the wetland fill application Nelson Constr. submitted to Alyssa Core on 6-4-13 Call from Winona on 2/20 re: permits
Hartzell, Robert		Multiple	Rental of a Principal Dwelling x 7 different properties	Employee housing. This is a larger discussion regarding rentals and employee housing to be clarified with the TPC.
Bergeon, Susan	6/14/2013	2635 Big Bay Road	Principle, sanitary Special use	Mtg. with Larry Hildebrandt, Mike Starck, agent, and me onsite on 7/31. Letter sent to owner to outline next steps. Waiting for sanitary application
Brown, Derrick and Amy	9/3/13	425 Deerwoods Lane	Principle Dwelling, Sanitary	Sanitary permit issued/POWTS installed; site visit to verify siting.

IV. Permit Applications Denied/Revoked:

None.

V. Violations

NAME	VIOLATION	ORDER
Baker Dukett, Clare	Renting without a permit	TPC required purchase of permit for 2012-13. Permit purchased on 3/7/14.
Ed Kale	Town of La Pointe v. Edward Kale – Ashland County	Ashland County agreed to take over the court case; letter has been sent to Mr. Kale to comply with ordinance by 6/1/14 or going to court.

VI. Land Use Permit – No Permit Required:

None.

VII. Fire Numbers Issued

None.

VIII. Correspondences: Letters/MEMO to

NAME	DATE	PROPERTY	REGARDING
TPC memo	3/4/14	N/A	Draft rental ordinance
Baker Dukett letter	3/6/14	486 Mondamin Trail	Complaint of renting without a permit
Carlson/Childers letter	3/6/14	Colonel Woods Avenue	Property falls under Hegwood, so no need for permit
TPC memo	3/7/14	N/A	Public Hearing resolution
Baker Dukett letter	3/7/14	486 Mondamin Trail	Rental permit for 2012-2013
Madich letter	3/10/14	Main Street property	Information
Nelson, Elaine letter	3/13/14	Middle Road	Town Plan Commission Review
TPC memo	3/13/14	N/A	Rental ordinance research
Nelson, Bill/Barb letter	3/18/14	1452 Middle Road	County permits for addition and accessory structure – Hegwood
Nelson, Elaine letter	3/20/14	Middle Road	TPC recommendations and next steps
TB memo	3/20/14	N/A	Rental Ordinance
TB memo	3/21/14	N/A	Public Hearing
Nelson, Gene letter	3/25/14	197 Big Bay	Complaint
Supervisor Curry memo	3/26/14	N/A	Zoning ordinance with strikeouts
Pedersen, Kristen letter	3/27/14	1198 Sunny Slope Road	Permit application of 3/20/14 incomplete
Donkers, Dave letter	3/27/14	1642 North Shore Rd	General Information
Spaulding, Doug/Patricia ltr	3/28/14	2374 North Shore Rd	Permit information needed
Middle Road Literary/Arts ltr	3/28/14	274 Middle Road	Permit application of 3/21/14 incomplete
Dittmann, Rolf letter	3/31/14	South Shore Road	Permit application required
Himmelfarb, Susan letter	3/31/14	2505 Big Bay Road	Information provided

IX. Complaints Received About

NAME	COMPLAINT	ACTION
Nelson, Gene	Life Safety concern at 197 Big Bay Road	Complaint received on 3/19/14; letter sent on 3/25. Phone call on 3/28 – fencing put up to resolve complaint.

X. Public Information Requests

None.

XI. New Business

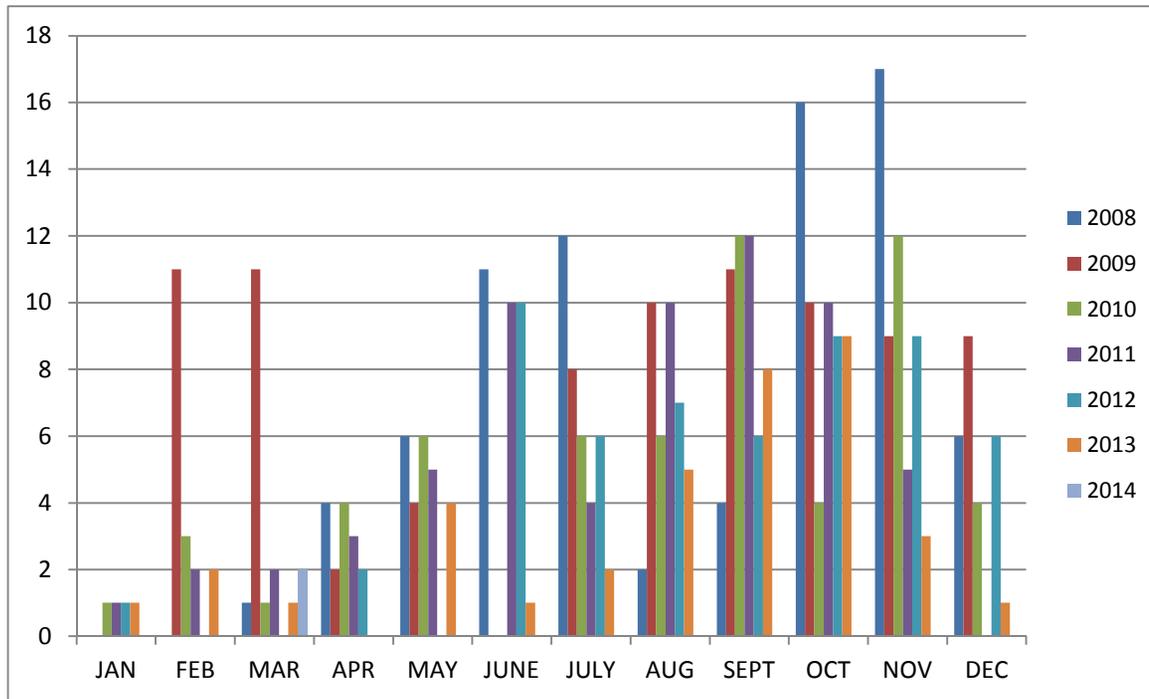
The TPC will begin working on the parking, signage and camping ordinances.

XII. Revenue Collected for the Month

XIII. Old Business

1. Comprehensive Plan draft survey report and comments (72 pages worth) are available on the website and at the Town Hall. The TPC will finalize and determine if any changes are needed to the Comprehensive plan within the next few months.
2. The Public Hearing for the Ordinance change is scheduled for 4/9/13. The Ashland County Board will make a decision based on the Zoning Committee's recommendation on 4/15/13. While this reinstates the dimensional and land use requirements on the Island, the Ashland County Board will ultimately be responsible for land use decisions on the Island. The process will now be that the TPC makes recommendations to the Town Board, who then makes recommendations to the Zoning Committee, who makes final recommendations to the County Board for any property within 1000 feet of the lakeshore. Any appeals in the shoreland area will go to the county rather than the town. Final resolution of this issue will occur either through the legislature or if the Wisconsin Supreme Court hears the Hegwood case and overturns the Appeals Court decision.
3. Winter projects - we will be starting to work on these again:
 - Organize CUP and BOA files/set up database – working on CUPs (developing summary information) to be reviewed by the TPC.
 - Develop database filing system for Zoning files by both owner and plat number – To Do
 - Type/enter all Zoning minutes into one file - completed for 2013

TOWN PERMIT APPLICATIONS FROM 2008 THROUGH 2014



COMMENTS:

- In 2013, there was 1 permit application in March, compared to 2 permits in 2014. Both were county permits that fell under the conditions of the Hegwood decision, so no Town permits were issued.

- In 2013, there were no permits in April, and 4 in May. 2013 was a late spring – we will see if there are similarities in numbers of applications in those 2 months.