

TOWN & COUNTY ZONING
ZA Report Dated 5-8-12
4-10-12 to 5-7-12

I. Permit Applications Approved and Issued:

<u>Name</u>	<u>Date Received</u>	<u>Date Issued</u>	<u>Type/Address</u>
Shoberg, Donna	4-9-12		Addition to Principal Dwelling 3222 North Shore Road
Curry, Martin	4-9-12		Alteration to Principal Dwelling 547 South Shore Road
Madeline Sanitary			Change of Use 949 Snowplace Lane (They can move out of the Town Hall any time now – space may be needed for the Town Administrator)
Mack, Linda/Warren	5-1-12	5-7-12	Road Access/Fire #/LDA (Land Disturbing Activity) E402 Capser Road

Certified Survey Maps

<u>Name</u>	<u>TPC approve/deny</u>	<u>TB approve/deny</u>	<u>Address</u>
Osterbauer, Morris	ongoing (preliminary)		South Shore Road Proposal to reconfigure 2 parcels
Havens	ongoing (preliminary)		Change location of lot lines South Shore Road
Northern State Bank	rec'd 5-5-12		combine 3 nonconforming lots into 2 parcels Snowplace Lane and Big Bay Road)
Hartzell, Robert	final 5-7-12		– just awaiting signatures from Treasurer and Chair

II. Permit Applications in Progress:

<u>Name</u>	<u>Date Received</u>	<u>Project/ Address</u>
MIYC	11-20-07	CUP – Warehouse/Boat Storage Fire # 633 Main St (CUP not yet issued due to sanitary not in order.)
Slater/McCue+	1-20-11	SFD 1268 Big Bay Road

(waiting for shoreland restoration plan per DNR requirements. Per L. Hildebrandt the applicant has two choices, either submit a restoration plan or choose not to disturb the existing buffer – no mow etc. Slater has communicated to L. Hildebrandt that they will make their decision in the spring of 2012 when they want to build.)

Carlson, Todd 5-27-11 4 plex
No fire # (next to Hartzell 4 plexes)
(waiting for fire # and drive extension fees)

Heinrich Travel Trailer/Road access
Fire #
Mondamin
(can't issue until legal lot 2 from Cone CSM is recorded in property owner's name, per Bill Metzinger. Notified property owner and it is being done. Have not heard from property owner about the updated deeds as of 2-13-12)

Weiner, Sara+ Principal Dwelling
Oak Lane
(Needs sanitary reconnect permit – waiting for application and plumber inspection report.)

HRA Investors (Alton) Road Access x 2
Corner of Benjamin and North Shore
(wetlands – forwarded pics to John Spangberg. John called and left message that a delineation is required.)

Mack, Linda/Warren++ 4-30-12 Principal Dwelling
E402 Capser Road
(Need to consult with plumber about state sanitary permit application for holding tank – application incomplete. Once the sanitary permit is issued I can issue the permit(s) for the house. This is one of the instances where the permit for Land Disturbing Activity is helpful – it allows the property owner to prep the house site while the permit for the house is being approved. Eliminated /reduces construction start delays.)

LaDuke, Winona++++ 4-30-12 Fire #/Road
Access/LDA/Accessoryx2/Long
Term Camping Unit/Privy
(Middle Road – adjacent to Flores' property)
(Tom Nelson Agent – called the zoning office and left messages 4x on Saturday 4-28, once to my cell phone, and once at my house – unlisted # - then ended up following Barb Nelson in his vehicle to the Town Hall where he asked to make copies of Ms. LaDuke's permit application and turn it in to my office. Why it couldn't wait until the Town Hall was open on Monday I don't know. I inspected the property on 5-7 and the road access is proposed in a wetland. There is an alternate upland location but a utility pole is in the way. The owner will either have to get a permit from the DNR for fill or move the utility pole. I have a meeting with Tom Nelson on the property today.)

O'Reilly Group (Island Inn) 4-11 Sign
Main Street
(Waiting for the owner to choose a location for the sign and complete the application)

Llop 5-7-11 Rental of a Principal Dwelling

+ Indicated a County permit needs to be issued

III. Permit Applications Denied/Revoked:

Name	Date Applied	Date Denied	Type/Address
none			

IV. Violations

Name	Violation	Order
Northern States Bank	Previously Jim Ryder property. House setback encroachment. CSM submitted that will abate the violation	
Northern States Bank	Previously Liz Ryder property. Pole Barn setback encroachment. CSM submitted that will abate the violation	
Hartzell, Robert	TPC interpretation the Lightkeeper's Lodge parking is in violation of CUP. Letter sent to in December, 2011 and March, 2012. 3 rd letter sent per TPC direction at 4-5-12 meeting on 4-26. Awaiting response.	
Ryder, Benjamin	2 nd story dwelling space added to accessory. No sanitary permit, no udc permit, no Town permits. Letter sent to owner 5-7 – cc'd county and Price. Will request Orders to abate violation promptly.	

V. Land Use Permit – No Permit Required:

Name	Project/ Address
Gavin, Tom	minor accessory structure Chippewa Trail

(New section in Zoning Ordinance allows a tool shed less than 100 sq ft w/o permit – still has to meet setbacks and needs County permit)

VI. Correspondences: Letters/MEMO to

Name	Date	Re
MEMO/TPC-TB	4-10	Za thoughts for Joint Meeting
MEMO/TPC	4-10	Ordinance interp – LZ Zone
MEMO/TPC	4-16	Motion made at Annual Meeting – Parking
C-1 Property Owners	4-16	Notice of TPC Interp – Parking in C-1 zone
MEMO/TPC	4-17	Rental of a Multiple Family Dwelling application

Brummer, Paul	4-17	response to complaint that I did not address his concerns in writing
MEMO/TPC	4-23	Craftivity – request for Ordinance interp - do dwellings on the property need rental permits?
Fauerbach	4-26	Request for opinion – Craftivity rental permits
Fauerbach	4-26	Request for assistance in dealing with Act 170, necessity of immediate Ordinance amendment?
Hartzell, Robert	4-26	Lightkeeper’s Lodge parking violation – 3 rd letter
Llop	4-26	Rental of Principal Dwelling
Bell St Properties	4-30	Use of property for employee housing - aka Motel
Hartzell, Robert	4-30	Use of several dwellings for rentals/employee housing – permit requirements
MEMO/TPC	5-7	Petition requirements for zoning ord amendment
Ryder, Benjamin	5-7	Addition w/o permits violation letter
LaDuke, Winona	5-7	Need WQC permit from DNR for road access

VII. Complaints

Name	Date	Regarding
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I would interpret Paul Brummer’s letter as a complaint about how I handled his letter. I felt I responded to his requests in the letter adequately verbally but he insisted it was put in writing.

X. New Business

Permits are picking up. It’s the time of year to permit rentals too. Much of May is generally devoted to rental permit renewals, processing fees/paperwork and updating the spreadsheet for the Health Dept, Treasurer, and Assessor.

My maternity leave is coming to a close and I am trying to set up child care so I can return to work full time. I plan to be in the office full time in June – with a possible personal/maternity day here and there when child care does not come through. Mike and I are working on his schedule the best we can. If I can’t find regular child care I may ask the Town if I can work extended hours 4 days a week with limited office time on the 5th day. My current job description and website require office hours 5 days a week. I don’t know though – it’s just a thought.

I am working with Fauerbach on two items right now – WI Act 170 and Craftivity Rental permit requirements. Act 170 is a state mandate changing laws for nonconformities and our zoning ordinance has to be amended to suit. I asked Fauerbach’s opinion about Craftivity for the TPC to consider when making their interpretation.

I am also working on Employee Housing (Boarding/Rooming Houses). Letters to Hartzell and Bell St Properties have been sent. To assure healthy and safe accommodations for our visiting/resident workers and fewer complaints from neighboring properties the revised zoning ordinance lists new permit and inspection requirements for the housing. I am working with Jim Price on drafting inspection requirements. He advises the Town will need to adopt a Town Ordinance for employee

housing standards so he can inspect the properties. I will be bringing a draft ordinance to the TB soon. Jim Price will have gone through it and approved it prior to your review.

I have been updating all the Zoning applications to suit the revised ordinance.

The TPC will be reviewing the Subdivision Ordinance for updates. Keith will be involved as road standards are included. I will be researching other jurisdictions and copying the TPC. I believe the TPC wants to wait until after the Tourist season to address the Ordinance.

XI. Old Business

I emailed Dorothy Tank regarding the Fire #/911 system on the Island. We have a few numbers to map yet (Big Bay beyond Black Shanty, North Shore Road, Chippewa Trail, Kron Dahlin, Amundsen). The project is very important and I am becoming impatient with delays in finishing it but Dorothy has all of Ashland County to manage (the Island being the only jurisdiction with its own fire # system). Currently dispatch only has Town Roads entered into their system, no fire #'s etc. Once Dorothy and I map all the fire #s we can ascertain whether the system is adequate for the island (if there are enough numbers allotted) and whether fire numbers have been issued incorrectly. We may or may not need to revamp the entire system but I'm sure there are numbers issued incorrectly – Waggie helps keep track of inconsistencies too. When we know all the numbers and re-issued correct numbers for the island we will issue new signs. I am hoping the Town Board approves a budget to purchase all new signs that are visible and meet state reflectivity standards. I have been ordering temporary tile signs the past few years because it is cheaper and the brown metal signs don't meet reflectivity standards. There will be a great deal of communication with property owners when things start moving forward, especially if their number has to change.