

**TO: Town Plan Commission/Town Board**  
**FROM: Ric Gillman**  
**RE: Monthly Report**  
**DATE: June 1<sup>st</sup> through June 30th**  
 Prepared on 7/5/2016

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

NAME	DATE RECEIVED	PROJECT ADDRESS	PERMIT TYPE	C= County T= Town	STATUS
Holly Tourdot	6/1/16	284 Middle Rd	Sign	T	
Lucille Stringer	6/2/16	935 Middle Rd	Accessory/Bunk	T	
Brian Miller	6/6/16	2930 North Shore	Permit extension	T	
Elouise Andreas	6/6/16	2020 Big Bay Rd	Accessory/Deck	T	
Karen and Brad Nicholas	6/14/16	428 Deerwood Lane	Camping Unit	T	
Evan Erickson	6/14/16	340 Big Bay Rd	Camping Unit	T	
LCC Telecom Services, LLC	6/21/16	412 Big Bay Rd	Cell Tower	T	
Town of La Pointe	6/21/16	Main Street	Driveway	T	
John Hogan	6/22/16	751 Main Street	Camping Unit	T	
Lowell Scearcy	6/18/16	546 Oak Lane	Accessory Structure	T	

**II. Certified Survey Maps**

None.

**III. Permit Applications in Progress:**

NAME	DATE RECEIVED	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	Accessory	C	Waiting for permit application
Lemke	10/16/13	Miller Farm Road	Driveway, fire number	T	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. Apply for all new permits

<b>LaDuke, Winona</b>	4/28/12 (incomplete)	Middle Road	Land Disturbing Activity, Accessory (x2), Camping Unit	T	Permits for driveway received 12/15
<b>Bergeon, Susan</b>	6/14/2013	2635 Big Bay Road	Principle, sanitary Special use	C	Waiting for sanitary application
<b>Stern</b>	9/4/14	4327 Chippewa	Principle, Sanitary	C	Waiting for application/fees

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

<b>Name</b>	<b>DATE</b>	<b>PROPERTY</b>	<b>REASON</b>
David Boone	6/02/16	1179 Middle Rd	Setback requirements

**V. Violations**

**VI. Fire Numbers Issued**

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

<b>TO</b>	<b>DATE</b>	<b>PROPERTY</b>	<b>REGARDING</b>
Alan and Jane Smith	6/01/16	2659 North Shore	(Need signature for County all owners listed)
Robert Hartzell (phone)	6/01/16		Talked in re: Moving well out-building
David Boone	6/02/16	1179 Middle Rd	Denial of Permit and Appeals procedure.
Robert Hartzell	6/3/16	Out lot 1 Abbey Ln	Discussion of moving accessory structure (well House)
Robert Hartzell	6/6/16	Out lot 1 Abbey Ln	Letter in regard to proposed plan above
Brian Miller	6/6/16	2930 North Shore	Letter notifying approval of extension and Permit
Barb With	6/6/16	Abbey Ln	Parcel # not assigned correctly by Ashland County (CSM) Review of Hartzell property lines discussed

Carl and Carol Humphry	6/6/16	Chippewa Trail	Status of out lot purchased in the 80's referred to Register of Deeds
Barb With	6/7/16	Abbey Ln	Concerned Hartzell's well building may infringe on her right to add accessory structure. Assured her that not being the case.
Donohue Property	6/7/16	Main Street	Visual Inspection with Lisa Potswald on moving structure
Huset	6/7/16	North Shore Road	Walked site with Lisa Potswald inspection of proposed building site. Need to determine wetlands and proposed access.
Elouise and Tyler Andreas	6/7/16	Big Bay Road	Site visit of proposed deck.
David Boone	6/14/16	Middle Rd	Discussed Administrative Appeal. He is gathering info for possible appeal.
Farm House	6/14/16	858 Main	Sign inspection illuminated (under 20 sq. ' under 15' high)
Larry Hildebrandt	6/14/16	Ashland County	Email FW: Donohue Documents requesting direction
David Boone	6/15/16	1179 Middle Rd	Letter of TB decision to return application fees
LLC Telecom Services	6/15/16		Clarification of permit fee for class 2 collocation permit
Larry Hildebrandt	6/15/16	Ashland County	Emailed proposed cell tower project
David Boone	6/15/16	1179 Middle Rd	Sent copy of 4.3 – 2(c)
Tim Montagne	6/15/16	524 Miller Farm Rd	Change of Use reflected and documented (no additional fee)
Contact with J Price/ L Hildebrandt/Telecom Services LLC	6/17 and 18	412 Big Bay Rd	Cell Tower equipment installation
Email to Hildebrandt	6/18/16	Donohue/Property	Asking for guidance in assisting Donohue request to move building.
Terrence Donohue (Terry)	6/18/16	761 Main Street	Guidance per moving house
Larry Hildebrandt	6/21/16	761 Main Street	Conversation by Phone re: Donohue permit. Brief outline of conversation on file, along with possible remedies.
Charley Brummer	6/21/16	761 Main Street	Reviewed history of permits on Main Street
Larry Hildebrandt	6/28/16	Donohue/Property	Consult with Alyssa Core/moving house/Flood elevation possible meeting during the week of July 11 <sup>th</sup> with concerned parties.
Alan and Jane Smith	6/01/16	2659 North Shore	Received County app with all owner signatures, will forward to the county.

**VIII. Complaints Received About**

NONE

**IX. Public Information Requests**

NONE

**X. Revenue and Expenditures for the Previous Month** – This section will be updated following review with Barb Nelson

	Mar 2016	%	Apr 2016	%	May 2016	%	June 2016	%	Jul 2016	%	Aug 2016	%	2016 BUDGET
Expenditures	\$8,389.00	18%	\$10,473	23%									\$46,354
Revenue: Building permits	\$836.00	20%	\$993.00	25%									\$4,000
Revenue: Zoning permits	\$235.00	2%	\$2,855.00	22%									\$13,000
<b>REVENUE TOTAL</b>	<b>\$1,071.00</b>	<b>6%</b>	<b>\$3,848.00</b>	<b>23%</b>									<b>\$17,000</b>

**XI. New Business**

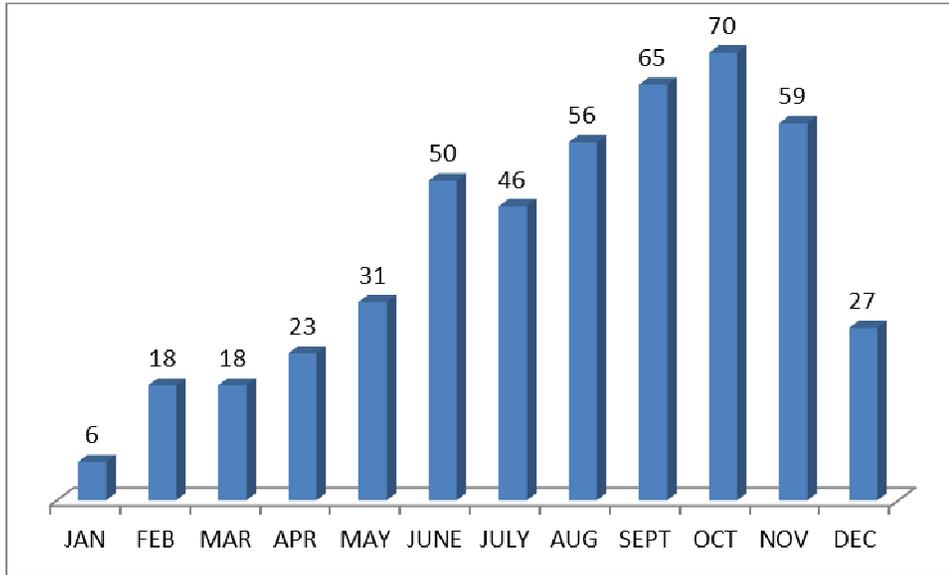
None.

**XII. Old Business**

Planning and Zoning Department priorities for the next month:

- Work with property owners and agents on projects and issue permits.
- Fire number project
- Camping Units Inventory
- Develop filing system for contracts and grants
- Clean Town Hall Basement
- Clean and organize ordinance files by year
- NR 115 changes and others 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 by month since 2008. The busiest months historically have been September and October.

This includes both county and town permits but does not include rental permits.