

TO: Town Plan Commission/Town Board
FROM: Lisa Potswald
RE: Monthly Report
DATE: July 1, 2015 through July 31, 2015
 Prepared on August 5, 2015

I. Permit Applications Approved and Issued:

NAME	DATE RECEIVED	PROJECT ADDRESS	PERMIT TYPE	C= County T= Town	STATUS
Mueller, Steven/Cynthia	7/6/15	3596 North Shore	Accessory	C	
Weir, Mark and Ewa	7/7/15	299 Equaysayway	Addition	T	
Eoloff, Nick	7/8/15	3514 Big Bay	Privy	C	

II. Certified Survey Maps

None.

III. Permit Applications in Progress:

NAME	DATE RECEIVED	PROJECT ADDRESS	PERMIT TYPE	C= County T= Town	STATUS
Boone Creek Trust	11/14/14	351 Old Fort Road	Alteration	C	On hold – sorting out changes in state law
Levitsky	7/25/15	1158 Big Bay Road	Addition	C	Owners to decide how to proceed
Smith, Alan	6/25/15	2659 North Shore Road	Accessory	C	Waiting for them to stake/pay
Meents, Robert	6/22/15	3544 Big Bay Road	Principle	C	May reconfigure lot or build on shore
Ujke, James	7/20/15	714 South Shore Road	Driveway	T	Look at new driveway location
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	Waiting until 2015
Stern	9/4/14	4327 Chippewa	Principle, Sanitary	C	Waiting for application/fees
Hersperger, Jill	6/27/15	2541 Anderson Lane	Principle, Sanitary	C	Waiting for application/fees

IV. Permit Applications Denied/Revoked:

None.

V. Violations

NAME	VIOLATION	ORDER
Ed Kale	Ashland County v. Edward Kale	Found in contempt. Structures must be removed by 9/7/15 or the county will hire someone to remove them.

VI. Fire Numbers Issued

None.

VII. Correspondences: Letters/MEMO to

TO	DATE	PROPERTY	REGARDING
T Nelson, J Crawford, G Carlson	7/9/15	N/A	Correct appointment to BOA
Alan Smith	7/13/15	2659 North Shore	Re: accessory structure permit
Rieman	7/14/15	Donated land on Schoolhouse	Future plans
Slater/McCue	7/14/15	1268 Big Bay Road	Next steps
Bob Kron	7/16/15	Main Street	Trailer parked on property

TO	DATE	PROPERTY	REGARDING
Bob Kron	7/17/15	Main Street	Trailer parked on property
Town Plan Commission	7/19/15	3544 Big Bay Road	Meents property

VIII. Complaints Received About

None.

IX. Public Information Requests

None.

X. Revenue and Expenditures for the Previous Month

	Feb 2015	%	Mar 2015	%	Apr 2015	%	May 2015	%	June 2015	%	July 2015	%	August 2015	%	BUDGET
Expenditures	\$12,058	15%	\$16,776	21%	\$25,127	31%	\$30,227	37%	\$34,817	43%					\$81,228
Revenue:															
Building permits	0		0		\$641	14%	\$884	20%	\$884	20%					\$4,500
Revenue: Zoning permits	\$220	2%	\$1,540	11%	\$2,640	19%	\$12,210	88%	\$12,210	88%					\$13,750
REVENUE TOTAL	\$220	1%	\$1,540	8%	\$3,281	18%	\$13,094	72%	\$13,094	72%					\$18,250

XI. New Business

Assigned Interim Administrator role 5/26/15.

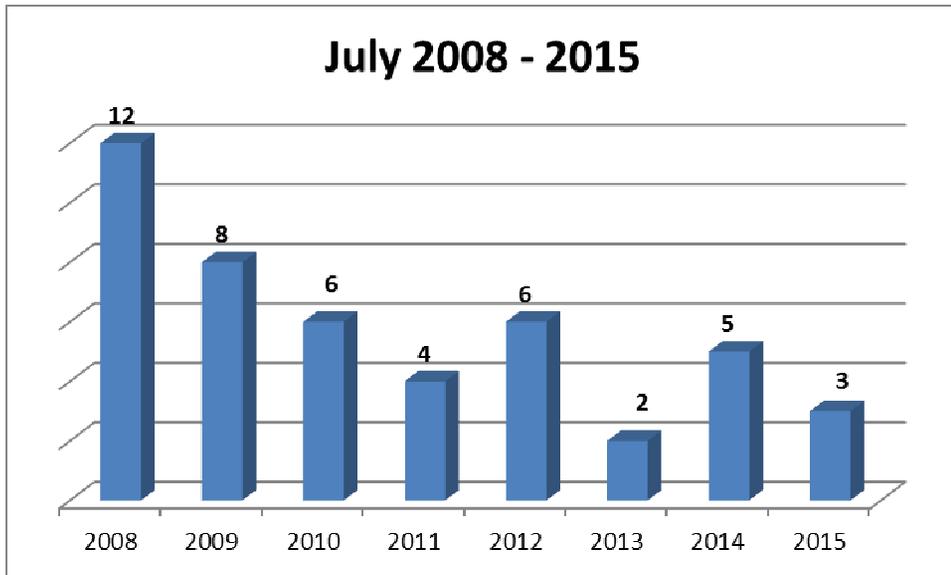
XII. Old Business

Planning and Zoning Department priorities for the next month:

- Work with property owners and agents on projects and issue permits.
- Update Personnel policy
- Fire number project
- Update Park and Rec Plan – will be completed in August.
- Develop filing system for contracts and grants

- Clean Town Hall Basement
- Clean and organize ordinance files by year
- Purchasing and contracting policy and procedures
- 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 (not including rental permits) in July of each year since 2008.

It should be noted that there are 8 permits with applications completed in 2014 or 2015 that are still in process and very likely to be issued this year. I have also had a number of inquiries about projects where applications have not yet been submitted but will be. It appears the economy is coming back.