

**TO: Town Plan Commission/Town Board**  
**FROM: Ric Gillman**  
**RE: Monthly Report**  
**DATE: August 1<sup>st</sup> thru August 31<sup>st</sup>, 2016**  
 Prepared on

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

NAME	DATE RECEIVED	PROJECT ADDRESS	PERMIT TYPE	C= County T= Town	STATUS
HRA Investors LLC	8/2/16	818 Big Bay Rd	Land Disturbing	T	
William Huset	8/16/16	2089 North Shore Rd	Land Use	T	
Ryan Tera Kough	8/17/17	Big Bay Rd	Accessory	T	
Gregory and Mary Raasch	8/17/16	316 Red Oak	Accessory	T	
Robert Bruce	8/17/16	1093 Sunny Slope	Carport	T/C	
Town of La Pointe	8/31/16	975 Big Bat Rd	Land Disturbing	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
LaDuke, Winona	4/28/12 (incomplete)	Middle Road	Land Disturbing Activity, Accessory (x2), Camping Unit	T	Permits for driveway received 12/15
Bergeon, Susan	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
<b>Mark Tamborino</b>	8/30/16	912 Big Bay Rd.	Variance	T/C	Architect for owner want to apply for variance as he knows request will not meet zoning requirements. Check with TPC on process.
<b>Nancy &amp; Steven Novak Anderson</b>	8/30/16	3594 Big Bay Rd	Principle Dwelling	T/C	Problems with application, setback encroachment, size of principle and accessory dwelling, fees. Will contact the applicant via phone and send a letter clarifying concerns. Check and app on hold.

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

<b>Name</b>	<b>DATE</b>	<b>PROPERTY</b>	<b>REASON</b>

**V. Violations**

**VI. Fire Numbers Issued**

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

<b>TO</b>	<b>DATE</b>	<b>PROPERTY</b>	<b>REGARDING</b>
Evan Erickson	8/2/16	3554 Big Bay Rd	Request for Special Exception per setbacks on legal non-conforming lot. Site inspection with owner today. Fee Paid
Board of Appeals (7 members)	8/3/16	1179 Middle Rd	Info related to BOA (app on file and Paid \$750.00)
Tina Nelson	8/4/16	Big Bay Rd	Property review – potential wetlands. None noted
Evan Erickson	8/4/16	3554 Big Bay Rd	Reviewed info request by TPC
David Boone/Board of Review	8/4/16		Review BOA ordinance
Letters to Board of Appeals			
Letters to property owners 300'	8/9/16	1179 Big Bay Road	Notice of BOA and Public Hearing “ Variance”
Letters to property owners 300'	8/9/16	3554 Big Bay Rd	Notice of Public Hearing “Special Exception”
Bob Bruce	8/9/16	Sunny Slope	Sent permit Application for Carport C/T checks are in the mail
Mindrum/Donohue	8/9/16	423 Main	Meeting with Ashland County/Architect/contractor and family. Notes on file under Donohue
Larry Hildebrandt	8/9/16	Main Street	Discussed Shoreline ordinance and application to Town, he states we will remain the same in our ordinance though may require some changes in impervious surface application in commercial district. Charley Brummer attended this meeting.

Joan Slack	8/10/16	1424 Middle Rd	Discussed relative zoning to parcel she is considering purchasing
Tony Watts	8/11/16	South Shore	No Objection to Variance. Questioned neighbors activity “building pens for Poultry”
John Parfet	8/11/16	South Shore	Letter addressing concerns that a neighbor may be intending to raise poultry.
George Stone	8/11/16	1264 South Shore	Letter defining current and proposed ordinance in regard to raising poultry.
Douglas Beck	8/16/16	3576 Big Bay Rd	Discussion “Special Exception” No objections raised.
Kough	8/16/16	Big Bay Rd	Called TH last week informed that he was having a shed delivered. Implied Zoning gave him OK. Zoning inspected property for wetlands. No permit applied for or granted. He is to meet with the broker tomorrow she will inform him of the need for the permit. Will permit as “After the Fact” and explain the process.
Jerry Spechien	8/16	Islewood	May be selling parcel wants clarification on “Navigable” will meet on property tomorrow.
George Stone	8/17/16	1264 South Shore	Letter defining boundary of S-1 and W-2 for permitted and Conditional Use
John Parfet	8/17/16	South Shore	Letter defining boundary as described above.
Jody Erickson	8/17/16	730 Main St	Letter regarding vulnerability of new fence
Letter to Property owners 300’	8/18/16	1179 Middle Rd.	Letter of reschedule PH due to publication err.
Nelson Construction	8/16/16	Mondamin	Possibly driveway construction on Mondamin? Permit?
Nelson Construction	8/16/16	Mondamin	Upgrade of existing Driveway noted above
Patricia McGovern	8/23/16	Commercial Property	Exploring plans and wants to meet regarding pertinent Zoning regulations. Meeting with her and Tina Nelson today @ 2:00
David Dalquist	8/24/16	375 Capser Rd	Wants to review setback requirements. Etc.as he is purchasing the properties. (2 Parcels)
Tina Nelson	8/24/16	Mereshack	Owner (Meech) selling a portion thereof needs CSM. Doug Griggs has represented this is not buildable. Tina will speak to him of what this means.
Email received from Robert Beck	8/24/16	Big Bay Rd	Opposes plan for Erickson “Special Exception”. Distributed to TPC
Joseph Crawford	8/24/16	BOA	Reviewed current posting and time for PH and BOA.
Pete Rogers Cc: Boone	8/24/16	Variance	Letter requesting dropping the need for the Variance for Boone. Letter of explanation sent to Mr. Rogers
Tom Caruso Site Inspection	8/25/16	Land Disturbance	OHW and Navigable water

Kristen Lein	8/30/16		Nonconforming of record wants to remodel etc.
Dave Ehlen	8/30/16	Fisherman's Lane	Pole Barn
Steve Anderson	8/30/16	3594 Big Bay Rd	Problems with permit application for Dwelling
Nancy Novak	8/30/16	3594 Big Bay Rd	Same as above
Mark Tamborino	8/29/16	912 Big Bay Rd	Request for a variance for owner. Memo to TPC

**VIII. Complaints Received About**

Email from Robert Beck opposing "Special Exception" for 3554 Big Bay Rd., distributed to TPC. Email from Douglas Back opposing "Special Exception" for 3554 Big Bay Rd. Received following the Public Hearing, attached to TPC PH Minutes.

**IX. Public Information Requests**

**X. Public Hearings**

David Boone/Richter Hartig "application for "Variance". Fees paid. \$750.00 Posted/letters sent/published 8/10/16 & 8/17/16

Evan Erickson "application for "Special Exception". Fees Paid. \$750.00 Posted/letters sent/published 8/10/16 & 8/17/16

David Boone/Richter Hartig "application for "Variance". Re-Scheduled due to publication err. Posted/letters sent published 8/24/16 & 8/31/16

**XI. 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>

**Revenues for May 2016 total \$1,552.50 received as follows:**

\$525.00 County Building Permits

\$927.50 Town Building Permits

\$100.00 Town Zoning Permits

**Revenues for June 2016 total \$1,238.00 received as follows:**

\$388.00 Town Building Permits

\$850.00 Town Zoning Permits

**Revenues for July 2016 total 623.00 received as follows:**

Rental Permit \$112.00

\$511.00 Town Zoning Permits

**Revenues for August 2016 total \$2,404.00 received as follows:**

Board of Appeals \$750.00

Special Exception \$750.00

Town Building Permits \$654.00

Town Zoning Permits \$100.00

County Building Permit \$150.00

**XI. New Business**

**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