

TO: Town Plan Commission/Town Board
FROM: Lisa Potswald
RE: Monthly Report
DATE: September 1, 2015 through September 30, 2015
 Prepared on September 30, 2015

I. Permit Applications Approved and Issued:

NAME	DATE RECEIVED	PROJECT ADDRESS	PERMIT TYPE	C= County T= Town	STATUS
Goldman/Boone Creek	11/4/14	351 Old Fort Road	Accessory	C	Permit issued 9/17/15 after research due to state changes in zoning
Levitsky	9/24/15	1158 Big Bay Road	Addition	C	Issued 9/25/15
Donkers	9/24/15	1812 North Shore Road	Accessory/Privy	C	Issued 9/28/15
Sweetser	9/29/15	3645 North Shore Road	Privy	C	Issued 9/29/15
Sievers/Kron	9/29/15	3617 Big Bay Road	Principle	C	Issued 9/29/15

II. Certified Survey Maps

None

III. Permit Applications in Progress:

NAME	DATE RECEIVED	PROJECT ADDRESS	PERMIT TYPE	C= County T= Town	STATUS
Andreas, Tyler	Not yet	915 Nebraska Row	Addition	C	Need signature on application and check
Maciejewski	Not yet	1590 North Shore	Addition	C	Need application and check
Pugliese, Nicole	Not yet	2800 North Shore Road	Accessory	C	Waiting for permit application
Breunig, Kari	8/1/2015	2794 North Shore Road	Addition	C	Waiting for plans
Meents, Robert	6/22/15	3544 Big Bay Road	Principle	C	May reconfigure lot or build on shore
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

IV. Permit Applications Denied/Revoked:

None.

V. Violations

NAME	VIOLATION	ORDER
Ed Kale	Ashland County v. Edward Kale	Structures were removed on 9/9/15.

VI. Fire Numbers Issued

None. Note that I am issuing fire numbers with the caveat that we are not giving out temporary number signs in anticipation of the new fire number project.

VII. Correspondences: Letters/MEMO to

TO	DATE	PROPERTY	REGARDING
Bob Kron	9/15/15	3617 Big Bay Road	Principle structure
Hogan	9/28/15	757 Main Street	Rental

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%	\$40,356	50%	\$44,967	55%	\$81,228
Revenue:															
Building permits	0		0		\$641	14%	\$884	20%	\$884	20%	\$1,598	36%	\$2,672	59%	\$4,500
Revenue: Zoning permits	\$220	2%	\$1,540	11%	\$2,640	19%	\$12,210	88%	\$12,210	88%	\$12,210	89%	\$12,420	90%	\$13,750
REVENUE TOTAL	\$220	1%	\$1,540	8%	\$3,281	18%	\$13,094	72%	\$13,094	72%	\$13,808	76%	\$15,092	83%	\$18,250

XI. New Business

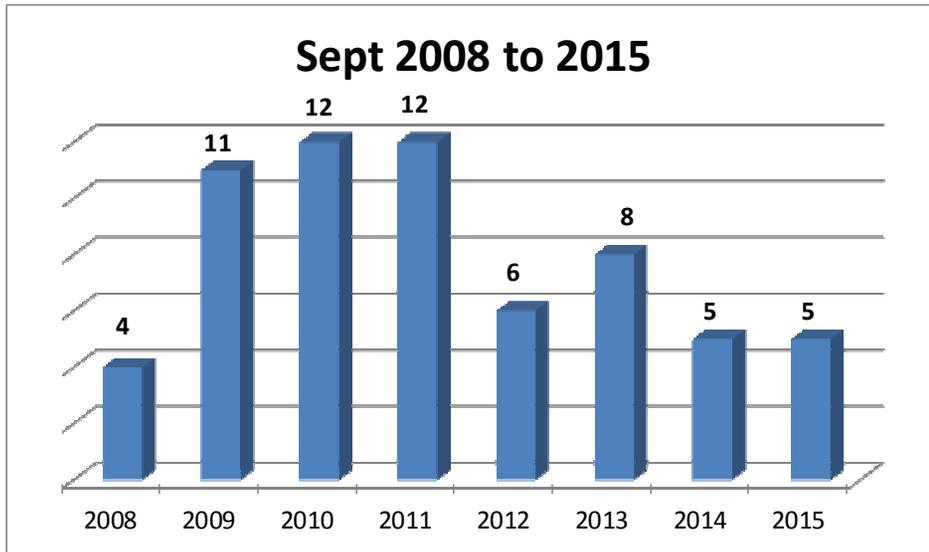
Bob Hartzell has requested a zoning map change of 3 lots on Mondamin. The public hearing is scheduled for November 18, 2015 at 5:30. Notices will go out shortly.

XII. Old Business

Planning and Zoning Department priorities for the next month:

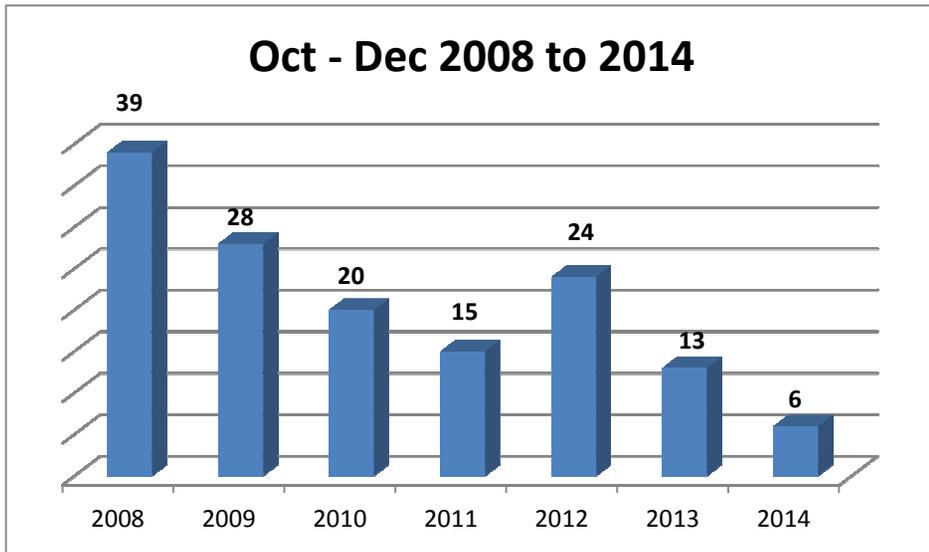
- Work with property owners and agents on projects and issue permits.
- Update Personnel policy
- Fire number project
- Update Park and Rec Plan – will be completed in October?
- Develop filing system for contracts and grants
- Clean Town Hall Basement
- Clean and organize ordinance files by year
- Purchasing 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 **September** of each year since 2008. The average number of permits issued in September is 8 permits.

Total number of permits issued in 2014 was 36. The Town has already issued 37 this year in the first 3 quarters.



The chart at the left shows the **fourth quarter** (October through December) permits issued from 2008 through 2014. Historically the fourth quarter is busy; however permits dropped dramatically last year during the fourth quarter.