**TO:** Town Plan Commission/Town Board
**FROM:** Ric Gillman
**RE:** Monthly Report
**DATE:** September 1st thru September 30th, 2016
Prepared on September 30th, 2016

## I. Permit Applications Approved and Issued:

| NAME | DATE RECEIVED | PROJECT ADDRESS | PERMIT TYPE | C= County T= Town | STATUS |
|---|---|---|---|---|---|
| Richards | 9/08/16 | Hagen Rd | Driveway extension | T | |
| Hermanek | 9/07/16 | Big Bay Rd | Land Disturbing | T | |
| Larsen | 9/14/16 | Red Oak Ln | Land Disturbing | T | |
| Nelson Brian | 9/14/16 | 746 Brian's Rd | Accessory/Addition | T | |
| Ferguson William III | 9/20/16 | 857 Nebraska Row | Alteration/Addition | T/C | |
| Rasmus/Johnson | 9/22/16 | 282 Library Street | Alteration/Addition | T | |
| Byrnes Kevin and Sara | 9/27/16 | 2650 North Shore | Accessory Structure | T/C | |
| Hartzell Robert | 9/27/16 | Mondomin Trail | Driveway access | T | |
| Wier John | 9/27/16 | 2231 Hagen | Privy | C | |
| Town of La Pointe | 9/27/16 | 317 Big Bay Rd | Driveway Extension | T | |
| Town of La Pointe | 9/27/16 | Town Park (Big Bay) | Land Disturbance | T | |
| Semanchin TJ & Denise | 9/27/16 | Lot 8 South Shore Rd | Driveway | 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 |
| **Stern** | 9/4/14 | 4327 Chippewa | Principle, Sanitary | C | Waiting for application/fees |
| **Mark Tamborino Myrhe Sanborn** | 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. |
| **Nancy & Steven Novak Anderson** | 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. |
| **Rasmus/Johnson** | 9/28/16 | Waterfront Gallery | Move structure Accessory Building | T/C | Need to fill out rest of permit app. |
| **Farmhouse** | 9/26/16 | 858 Main | Stairs | T/C | Will be granted 10/04/16 |

## IV. Permit Applications Denied/Revoked:

| Name | DATE | PROPERTY | REASON |
|---|---|---|---|
| | | | |

## V. Violations

## VI. Fire Numbers Issued

## VII. Correspondences: Letters/MEMO to

| TO | DATE | PROPERTY | REGARDING |
|---|---|---|---|
| Nancy Novak | 9/6/16 | 3594 Big Bay Rd | App for building need to clarify issues |
| Maureen Curran | 9/7/16 | 694 Mondamin | Concerns regarding visibility of Fire #. Forwarded to Town Shop |
| Nancy Novak | 9/7/16 | 3594 Big Bay Rd | Found sq foot requirements and addressed setback issue |
| Denise Semanchin | 9/6/16 | South Shore | Inquiry on driveway permit |
| Arnie Nelson | 9/3/16 | Hagen Rd and Big Bay | Site inspection for driveway extension and install |

| | | | |
|---|---|---|---|
| Erickson Special Exception | 9/8/16 | TPC | Decision Posted and Property owners contacted |
| Hartig Variance | 9/8/16 | BOA | Decision Posted and Property owners contacted |
| Erickson Special Exception | 9/8/16 | 3554 Big Bay Rd | Letter of decision mailed to Erickson, Certified Mail and posted |
| Gene Nelson | 9/8/16 | | Letter regarding complaint process and filing procedures |
| Memo To Town Board | 9/8/16 | | Regarding ordinance changes and procedure |
| Mark Tamborino | 9/13/16 | 9/12 Big Bay Rd | Email regarding permit and variance process. Follow-up on phone. |
| Tina Nelson | 9/13/16 | 3320 Cramer Ln | Viewed property regarding difficulty defining buildable core. |
| William Tibble | 9/09/16 | 2650 North Shore | Site inspection for garage/permit to be presented |
| William Tibble | 9/13/16 | 1472 North Shore | Site Inspection garage repair and maintenance (no permit needed) |
| William Tibble | 9/13/16 | 1230 Big Bay Rd | Storm damage and erosion control (no permit required) |
| Kristian Larson | 9/13/16 | South Shore Rd | Viewed property for proposed land disturbance. May have wetland issues to consider for building site. |
| Nancy Novak Cc: Steven Anderson | 9/14/16 | 3594 Big Bay Rd | Letter needing County Permit app and setback encroachment on proposed plan |
| Evan Erickson | 9/14/16 | | Needs to modify plan from garage permit (active) to dwelling and increase square footage. Inspection to Price |
| Katie Posewitz | 9/14/16 | Town Attorney | Emailed TB approved Zoning Changes for review |
| Larry Hidebrandt | 9/14/16 | Ashland County | Emailed TB Zoning changes for advice in presenting to the County. |
| Katie Posewitz | 9/19/16 | Town Attorney | Communique on Ordinance change. |
| Larry Hildebrandt | 9/20/16 | Ashland County | Attempting to follow process on County approval of Ordinance |
| Mark Tamborino | 9/20/16 | Myhre Property | Received fax of permit/ will be denied and they will pursue Variance |
| Bob Hartzell/Arnie Nelson | 9/23/16 | Hartzell | Driveway and access from Mondamin Site Inspection |
| Semanchin (Arnie Nelson) | 9/23/16 | South Shore | Driveway from South Shore Site Inspection |
| Ehlen (Arnie Nelson | 9/23/16 | Fisherman's Trail | Land Disturbance and drive Site inspection |
| Evan Erickson | 9/27/16 | Lot 1 Voyageur Ln | Increased building size to include Dwelling fees paid $144.00 |
| Town of La Pointe (Kristian Larson) | 9/27/16 | Town Properties | Driveway extension (Capser Trail) Land Disturbance (Big Bay Town Park) Site inspection. |
| Gavin Tom | 9/17-27/16<br>9/27/16 | North Shore | Multiple emails regarding signage, including on shore land per Ashland County. Sent County and Town Apps to 640 La Pointe |
| Alyssa Core William Sande | 9/28/16 | DNR/Army Corps | Email regarding recent work on LaDuke property. Pic's sent |
| Rasmus/Johnson | 9/28/16 | 864 Main | Letter clarifying fees and permit needs. |
| Farm House | 9/28/16 | 858 Main | Letter about needed inspection. |

**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**

Zoning Board of Appeals 9/07/16 12:00 Noon at Town Hall regarding Richter/Boone proposal.

**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 |
| **REVENUE TOTAL** | **$1,071.00** | **6%** | **$3,848.00** | **23%** | | | | | | | | | **$17,000** |

**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

**Revenues for September 2016 total $2025.00 received as follows**
Town Zoning Permits
Construction $1,185.00
Land Use $200.00
County Building $250.00
County Privy $130.00
County Privy $260.00 (August)

**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