

2004 ANNUAL REPORT OF THE DEPARTMENT OF LAND MANAGEMENT

Department Staffing

The Department of Land Management experienced one personnel change during 2004. Emily Lund filled the Zoning Specialist position vacated by Alex Blackburn. Ms. Lund is a Certified Soil Tester and POWTS Inspector and was previously employed by Cedar Corporation in Menomonie.

Planning

The Department concentrated its planning efforts on the Outdoor Recreation Plan, the County Bicycle Plan, re-creating the Floodplain Ordinance, and development of a Stormwater, Sediment, and Erosion Control Ordinance.

The Department of Land Management continued to provide Geographic Information System (GIS) support to the following county departments: Administration, County Clerk, County Forester, Fair Office, Cooperative Extension, Land Conservation, Public Health, Treasurers, Emergency Management, and the Sheriff's Department. The Department sold or exchanged data with SEH, the Wisconsin Department of Transportation, USDA Farm Service Administration, Minnesota Land Information Center, Navigation Technologies, City of River Falls, and the City of Prescott. Staff also prepared close out documentation for the Wisconsin Land Information Board 2002 Grant, Wisconsin Sanitary Funds Grant applications, and also completed the Wisconsin Land Information Board Annual County Survey.

Specific Department of Land Management 2004 GIS tasks and projects:

- Provided EMS and address maps to numerous service providers
- Edited and entered UAN updates
- Updated centerline geocoding in towns, cities, and villages
- Maintained GIS data for county web site
- Revised town zoning maps
- Coordinated parcel updates
- Provided staff support for Land Management Committee
- Assisted County Surveyor in remonumentation project
- Coordinated the COGO project for the Town of Gilman
- Acquired 2004 meter ortho-rectified imagery for department and web site use

Surveying

The remonumentation of El Paso Township was completed and work was well underway in Salem Township. Almost all of the known maintenance needs were attended to. Many of the monument records are typed and filed. Many requests for information from citizens, public officials, fellow employees and surveyors were processed. Letters were sent to each town chairperson and also each city and village to ascertain planned road improvements to allow better protection of the county's monuments.

Other accomplishments are as follows:

- 18 corner positions were excavated with county equipment at a cost of \$9,833 or \$702 per hole, by the Highway Department, for digging and patching 10 of these. We were also billed \$847 for re-patching old digs sites. We are now aggressively compacting these digs to minimize subsidence.
- 80 monuments were placed at locations, in 3 townships, that had no previous county monuments.
- 63+ existing county monuments were maintained (remonumented and/or rewitnessed) largely as a result of county/town/state roadwork but including several reports of missing or disturbed monuments from surveyors.
- 3 small surveys were completed for the highway department as well as additional odd jobs to verify a corner reported on a CSM.
- Approximately 102 CSM's totaling 155 lots were reviewed by the County Surveyor.

Zoning

The Land Management Department is responsible for the collection of fees for permits and other related activities. Fees totaling \$430,118 were collected in 2004 (see Table 1). Revenues collected by the Zoning Division totaled \$173,804_ (this includes zoning permits, sanitary permits, and land record fees) which comprises 81% of the Division's yearly revenues. The Department utilizes GIS for the land use permitting process as well as utilizing GIS to streamline the permit approval process and to provide land information on the Internet. The department's Intranet Access database system is now used for permit renewal notification, and additionally for compliance issues. The Access database is functional for use by Solid Waste, Public Health, and Land Management and helps to coordinate enforcement and compliance efforts.

Several ordinance and policy changes were implemented or considered in 2004. These included: the Sewage Disposal Ordinance, the Floodplain Ordinance, the Stormwater, Sediment, and Erosion Control Ordinance. A text amendment to clarify the definition of "Kennel" (Chapter 240) was approved. A request to consider an amendment to Chapter 237 to allow for zero lot line provisions was discussed. Additionally, a number of amendments to the Town of River Falls Zoning Ordinance were presented, approved, and forwarded to the County Board for Consideration. Proposed amendments included changes to § 17.01 (3) (define term "Outlot") and to create § 17.11 (10) Assistant Zoning Administrator, § 17.06 (3), and to amend "Special Uses in the Agriculture District."

The Land Management Department office space was reconfigured 2004 to create a service window and modular furniture utilized were feasible. This has resulted in better use of office space and has improved personnel efficiency.

One hundred ninety-three (193) new dwelling permits were issued in 2004. A total of 314 Land Use Permits were issued for additions, accessory structures, businesses, and various other uses in the unincorporated area of Pierce County. Towns with the largest total number of new dwelling permits issued were Oak Grove (34), Trimble (25), and Trenton (21). 10% percent of issued land use permits were reviewed and field checked by department staff for compliance.

A total of 276 sanitary permits were issued in 2004 for new or replacement septic systems (see Table 3). Department staff issued orders for replacement of 23 sanitary systems found in noncompliance during 2004. Table 4 summarizes zoning and sanitary permit activity over the past five years.

The Department continued to participate in the Wisconsin Fund Grant program in 2004. The program provides financial assistance to homeowners for replacement of failing sewage systems. Eight (8) of the 12 applicants were successful and were awarded a total of \$13,792 in 2004.

The Department approved 102 certified survey maps with 155 lots/outlots and 9 plats with 193 lots on approximately 828 acres, for a total of 348 lots/outlots created.

Ten (10) Applications for non-metallic mines were processed. A total of \$1,785.00 in permit fees were collected.

The Land Management Department processed numerous documented complaints and worked with the Corporation Counsel’s office to obtain compliance on these and other noncompliance issues. Zoning staff worked in conjunction with the Solid Waste Department, the Public Health Department, the Department of Commerce, and the Department of Natural Resources on several complaints.

Seven (7) Farmland Preservation agreements were processed by the Department in 2004.

Forty-four (44) public hearings were held in 2004. Public hearing fees totaled \$12,300.

Table 1: Department Fees Collected

Fee	2003	2004
Land use permits	90,233.73	103,155.23
CSM reviews	5,590.00	5,000.00
CSM Surveyor’s fund	4,410.00	5,355.00
Parkland dedication fee	138,795.00	206,193.00
Public hearings	10,200.00	12,300.00
Sanitary fund	58,900.00	61,275.00
Sanitary permits to State	19,200.00	19,125.00
Land records modern	7,786.24	9,373.87
Postage	8.89	7.32
Copies	1,913.95	1,358.75
GIS Revenue	7,830.56	7,075.00
Total	344,868.37	430,218.17

Table 2: Land Use Permit Applications – 2004

Township	New Home Const. Value	Dwelling	Add/Dw	Utility	Add/Util	Garage	Mobile	Busin.	Misc.*	Totals
Clifton	5,521,000	18	14	9	0	5	0	3	1	50
Diamond Bluff	433,000	3	3	1	0	1	0	1	0	9
Ellsworth	2,608,053	14	7	11	1	3	0	0	0	36
El Paso	1,855,000	10	4	10	2	1	0	2	0	29
Gilman	2,400,961	17	9	10	1	5	0	1	0	43
Hartland	1,139,234	11	6	9	2	1	0	0	0	29
Isabelle	637,000	4	2	1	0	0	0	1	2	10
Maiden Rock	685,600	6	5	9	0	4	0	2	0	26
Martell	1,834,814	11	6	14	1	2	0	2	0	36
Oak Grove	9,922,941	34	16	14	3	3	0	4	1	75
Rock Elm	123,000	2	4	5	0	0	0	2	0	13
Salem	630,000	6	5	8	0	1	0	1	0	21
Spring Lake	726,000	7	4	4	0	0	0	1	0	16
Trenton	3,430,400	21	6	11	4	2	0	1	0	45
Trimbelle	3,515,755	25	10	12	1	2	0	2	0	52
Union	785,000	4	3	8	0	1	0	1	0	17
Totals	36,247,758	193	104	136	15	31	0	24	4	507

One LUP card voided and replaced for 2004.

Miscellaneous permits: (4) Signs (10) Home based operations (14) Nonmetallic mining

Table 3: Sanitary System Installations – 2004

Township	Mound		IGP		At-Grade		Hold-Tank		Non-IGP		Aero-Pre Treatment		Privy	Total
	N	R	N	R	N	R	N	R	N	R	N	R	N	
Clifton	9	2	6	4	3	0	1	1	1	0	0	0	1	28
Diamond Bluff	3	1	0	1	0	0	0	0	0	0	0	0	0	5
Ellsworth	13	3	1	0	1	2	0	1	0	0	1	0	0	22
El Paso	7	2	1	0	1	0	0	1	0	0	0	0	0	12
Gilman	11	6	2	2	2	0	0	0	0	0	0	0	0	23
Hartland	3	1	3	3	3	0	0	0	0	0	0	0	0	13
Isabelle	0	0	1	2	0	0	0	0	0	0	0	0	0	3
Maiden Rock	2	1	1	1	2	1	2	0	0	0	0	0	0	10
Martell	4	1	3	0	0	0	2	0	0	0	0	0	0	10
Oak Grove	22	5	3	1	4	0	1	0	1	0	0	0	0	37
River Falls	6	0	4	1	0	1	1	1	0	0	1	0	0	15
Rock Elm	1	0	0	0	0	0	0	1	0	0	0	0	1	3
Salem	2	0	2	1	1	0	0	0	0	0	0	0	1	7
Spring Lake	4	2	0	0	0	0	1	1	0	0	1	0	0	9
Trenton	0	0	19	4	3	0	0	0	0	0	0	0	0	26
Trimbelle	13	4	3	3	0	2	0	0	1	0	0	0	0	26
Union	2	2	0	0	1	0	0	0	0	0	0	0	0	5
Totals	102	30	49	23	21	6	8	6	3	0	3	0	3	254

One (1) sanitary permit card was voided and replaced for 2004. The above table reflects State permits issued. County permits consist of privy, renewal, reconnect, terra-lift, transfers, system repair. Additionally, in 2004, there were 22 County permits issued for 2 privies , 11 reconnects, 3 system repairs, 4 transfers, and 2 terra-lifts.

TOTAL ISSUED IN 2004 = 276 SANITARY PERMITS.

Table 3: Five-Year Summary of Permit Activity

Permit	2000	2001	2002	2003	2004
Zoning permits	483	535	487	530	507
Sanitary Permits – State	279	250	270	256	254
Sanitary Permits - County		26	52	22	22
Totals	762	811	809	808	783