



PIERCE COUNTY WISCONSIN

DEPARTMENT OF LAND MANAGEMENT & RECORDS

Pierce County Courthouse
414 W. Main Street P.O. Box 647
Ellsworth, WI 54011
ZONING OFFICE 715-273-6747
PLANNING OFFICE 715-273-6746
Fax: 715-273-6864
www.co.pierce.wi.us

2005 ANNUAL REPORT OF THE DEPARTMENT OF LAND MANAGEMENT & RECORDS

Mission Statement

To promote a higher quality of life for current and future residents of Pierce County through the exercise of sound planning and zoning by administering and enforcing county land use plans, the zoning and subdivision code and other development regulations in a fair, efficient, effective and professional manner.

Department Staffing

The Department of Land Management experienced three personnel changes during 2005. A Zoning Specialist / Code Compliance Officer position was created in the Zoning Department. In March 2005, Brad Roy was hired to fill the new position. Mr. Roy had most recently worked as a Zoning Intern for the St. Croix County Zoning Department. Also in March 2005, Carol Denninger filled the Planning Secretary position vacated by Mary Foley. In April 2005, Joy Olson filled the ½ time Zoning Secretary position vacated by Carol Denninger. Ms. Olson was previously employed as a Word Center Operator for State Farm Mutual Automobile Insurance Company.

Department Policies, Plans & Activities

Several ordinance and policy changes were implemented or considered in 2005. These included: the repeal and recreation of the St. Croix Riverway Ordinance, amendments to Ch 240-40 Residential Uses (relating to Exclusive Ag) and Ch 237-35 Definitions (private road), and development of a Stormwater, Sediment, and Erosion Control Ordinance. Additionally, a number of amendments to the Town of River Falls Zoning Ordinance were reviewed, approved, and forwarded to the County Board for consideration. The Land Management Committee created and adopted a methodology for Code Compliance/Enforcement efforts, created a policy regarding the granting of Rule Exceptions to requirement that an erosion control plan be completed for Major CSMs and Plats, and approved a methodology to address lapsed Conditional Use Permits. The Pierce, Polk, & St. Croix County Ground Water Study continued with an update provided by the USGS (U.S. Geological Survey). A Request for Proposals to complete Phase I of the Pierce County Smart Growth Plan was distributed and a proposal selected. A draft Phase I report was completed in 2005, with completion expected early in 2006. The Pierce County Land Records Modernization Plan was amended to reflect revised goals and objectives. Ninety percent (90%) of expired CUP applications were updated and tabulated. Department forms were streamlined and are now available on the Department's website. The department's Intranet Access database system is now used for permit renewal notification, and additionally for compliance issues. An Access database is functional for use by Solid Waste, Public Health, and Land Management and helps to coordinate enforcement and compliance efforts.

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Department Revenues

The Land Management Department is responsible for the collection of fees for permits and other related activities. Fees totaling \$482,205 were collected in 2005 (see Table 1).

Fee	2003	2004	2005
Land use permits	90,233.73	103,155.23	118,782.87
CSM reviews	5,590.00	5,000.00	6,125.00
CSM Surveyor's fund	4,410.00	5,355.00	20,590.00
Parkland dedication fee	138,795.00	206,193.00	221,497.80
Public hearings	10,200.00	12,300.00	13,440.00
Sanitary fund	58,900.00	61,275.00	64,675.00
Sanitary permits to State	19,200.00	19,125.00	16,000.00
Land records modern	7,786.24	9,373.87	9,478.47
Postage	8.89	7.32	85.80
Copies	1,913.95	1,358.75	1,555.63
GIS Revenue	7,830.56	7,075.00	4,550.00
Soil Test Review	0	0	5,425.00
Total	\$344,868.37	\$430,218.17	\$482,205.57

Planning

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 Office, Farm Services Administration, Emergency Management, and the Sheriff's Department. The Department sold, exchanged, or provided data with SEH, Wisconsin Department of Transportation, Digital Map Products, St. Croix Gas, Pierce-Pepin Cooperative, Army Corps of Engineers, Metropolitan Council, USDA Farm Service Administration, Wisconsin Emergency Management, Wisconsin Geological & Natural History Survey, Pepin County, Minnesota Land Information Center, Navigation Technologies, City of River Falls, and the City of Prescott. Rand Kluegel, Land Management Specialist, also assisted in the preparation of the 9-1-1 Wireless Grant that successfully was awarded approximately \$240,000 in November 2005. Rand Kluegel and Carol Denninger, Planning Secretary, continued to incorporate and verify MSAG (Master Street Address Guide) updates with Intrado (9-1-1 Mobility Service) and SBC Communication Inc., and 100 percent of the backlogged universal address numbers were updated.

Specific Department of Land Management 2005 GIS tasks and projects:

- Provided EMS and address maps to numerous service providers;
- Created new Universal Address Number (UAN) for public's new building sites;
- Edited and entered Universal Address Number (UAN) updates;
- Updated centerline geocoding in towns, cities, and villages;
- Maintained GIS data for county web site;

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- Revised town zoning maps;
- Coordinated parcel updates;
- Provided staff support for Land Management Committee;
- Assisted County Surveyor in remonumentation project;
- Coordinated the COGO (Coordinate Geometry) project for the Town of El Paso;
- Acquired 2005 1-meter ortho-rectified imagery for department and web site use.

Surveying

2005 Update:

The remonumentation of the Town of Salem was completed and the work was most challenging and interesting of all the townships surveyed thus far. Much evidence of retracements by early county surveyors from the 1870's through 1910's was recovered by persistent searching. Our GPS work here was noticeably slower than previous townships as the hills often blocked our base radio signals and made the use of the repeater necessary. One of our GPS base monuments had been destroyed and proved to be a handicap. Also, we completed a project to provide control for a proposed assessor's plat in the Town of Union; this project was stemmed from a Highway Department project. We expanded this project somewhat because we found conflicting property descriptions spilling into an adjacent section. We also began the resurvey of the Town of Maiden Rock.

During the 2005 calendar year, a total of 82 monuments were placed in 4 Townships. Early in the year, we researched and typed about 180 monument reports from earlier work. At least, 60 corner positions were maintained (remonumented and/or rewitnessed) county-wide largely as a result of county/town/state roadwork but including quite a few reports of missing or disturbed monuments from surveyors. Only 7 corner positions in county and town roads were excavated for corner evidence in 2005.

Approximately 100 Certified Survey Maps (CSMs) totaling 149 lots were reviewed. Many requests for information from citizens, public officials, fellow employees, and private surveyors were processed.

Surveying Plans for 2006:

It is our intention to complete the remonumentation of all of Maiden Rock Township (East & West) this year. Much old evidence is expected here and hills will be a persistent obstacle to GPS base radio reception as in Salem Township. There is considerable necessary maintenance to be accomplished and we anticipate that it will consume at least a month. At present, Bob Lannan, Pierce County Surveyor, is researching and typing the monument reports for the 82 monuments placed in 2005 plus a handful set in January 2006. Barry Hove, Surveying Technician, is doing field research and GPS work in Maiden Rock Township. In poor weather, he does the drafting portion of the monument records. There are other projects, including the updating of maps and the scanning of monument records, which could be accomplished this winter. However, as soon as the ground thaws sufficiently to permit hand digging, we want to be on the ground in Maiden Rock Township. We plan to hold off doing the maintenance work, except where there is a need, until the coming of new leaves slows the retracement work.

Zoning

Land Use Permits:

By reviewing Table 2 below, a total of 530 Land Use Permits were issued in 2005. Towns with the largest total number of all Land Use Permits issued are Oak Grove (86), Trimble (56), and Clifton (54). Of the 530 Land Use Permits issued in 2005, one-hundred & seventy-two (172) new dwelling permits were issued in 2005 and 358 Land Use Permits were issued for additions, accessory structures, businesses, and other various uses in the unincorporated area of Pierce County. Towns with the largest total number of new dwelling permits issued were Oak Grove (45), Clifton (28), and Gilman (14). Ten percent (10%) of issued land use permits were reviewed and field checked by department staff for compliance.

Table 2: Land Use Permits– 2005										
Town	New Home Const. Value	New Dwelling	Add/Dwg	Utility	Add/Util	Garage	Mobile	Busin.	Misc.*	Total
Clifton	\$8,200,470.00	28	11	9	1	5	0	0	0	54
Diamond Bluff	\$691,000.00	4	4	2	2	3	0	1	0	16
Ellsworth	\$658,500.00	5	10	7	4	1	0	3	0	30
El Paso	\$1,674,883.00	9	2	5	1	2	0	4	0	23
Gilman	\$1,991,000.00	14	9	11	0	7	0	1	0	42
Hartland	\$1,249,425.00	6	5	9	1	1	0	1	0	23
Isabelle	\$542,295.00	5	1	2	4	2	0	0	0	14
Maiden Rock	\$475,116.00	5	2	6	1	2	0	1	0	17
Martell	\$732,000.00	6	13	13	1	2	0	2	0	37
Oak Grove	\$13,144,119.00	45	20	15	0	3	0	3	0	86
Rock Elm	\$331,000.00	3	8	7	1	3	0	0	0	22
Salem	\$600,000.00	2	4	7	1	1	0	2	0	17
Spring Lake	\$946,900.00	5	4	6	0	3	0	0	0	18
Trenton	\$2,157,500.00	13	10	11	1	13	0	4	0	52
Trimbelle	\$2,680,000.00	13	10	14	2	12	0	4	1	56
Union	\$1,230,500.00	9	3	9	0	1	0	1	0	23
Total	\$37,304,708.00	172	116	133	20	61	0	27	1	530

Notes:

One LUP card voided and replaced for 2005.

- Miscellaneous permits:
- (8) Signs
 - (22) Home based operations
 - (2) Non-Metallic Mining

Sanitary Permits:

A total of 237 sanitary permits were issued in 2005 for new or replacement septic systems (see Table 3). Department staff issued orders for replacement of 23 sanitary systems found in noncompliance during 2005.

Table 3: Sanitary System Permits– 2005															
Town	Mound		IGP		At-Grade		Holding Tank		Non-IGP		Repair		Aero-Pre Treatments		Total
	N	R	N	R	N	R	N	R	N	R	N	R	N	R	
Clifton	16	3	1		4				13	1					38
Diamond Bluff									4	1					5
Ellsworth	6	1													7
El Paso	7				1		1	1	1						10
Gilman	8	5			1		1		2						17
Hartland	4				1				1	1					7
Isabelle									4						4
Maiden Rock	2	3													5
Martell	3	3					2	1		1					10
Oak Grove	35				2				4	1					42
River Falls	9	2			3				4						18
Rock Elm	2	3	1				1								7
Salem	1									1					2
Spring Lake	5	3							1	1					10
Trenton	1	1			1				5	6					14

Trimbelle	5	1			2										8
Union	6	3													9
Village of D.B.	1														1
Totals	111	28	2	0	15	0	4	2	39	13	0	0	0	0	214

Notes: One sanitary permit card voided and replaced for 2005.
The above table reflects **214 State permits issued.**
Also, **23 County permits issued.**
County permits consist of privy, renewal, reconnect, terra-lift, or system repair.
Total permits issued for 2005: 237 Sanitary Permits.

Table 4 summarizes land use and sanitary permit activity over the past five years.

Permit	2001	2002	2003	2004	2005
Land Use Permits	535	487	530	507	530
Sanitary Permits – State	250	270	256	254	214
Sanitary Permits - County	26	52	22	22	23
Totals	811	809	808	783	767

Sanitary Grants:

The Department continued to participate in the Wisconsin Fund Grant program in 2005. The program provides financial assistance to homeowners for replacement of failing sewage systems. Ten (10) of the 11 grant applications were successful and were awarded a total of \$40,915 in 2005. Table 5 summarizes the success of the Wisconsin Fund Grant program for Pierce County over the past five years.

Application Year	# Grant Applications	# Grants Awarded	Amt \$ Awarded to Citizens
2001	8	8	\$29,091.00
2002	9	9	\$29,696.00
2003	12	9	\$24,577.00
2004	12	8	\$13,792.00
2005	11	10	\$40,915.00
Totals	52	44	\$138,071.00

Non-Metallic Mining:

Two (2) new and 6 renewal Conditional Use Permit (CUP) applications for non-metallic mines were processed in 2005.

The Annual Reclamation Permits & Fees were collected per NR 135 & Pierce County Code. A total of 40 active and 1 inactive non-metallic mining permitted sites are in effect for 2005. A total of 326.90-acres were mined (unreclaimed acres) and the County collected a total of \$9,771 to process these permits. Table 6 describes the size of the mines and associated number of permits.

Mine Size	# of Permits
1 to 5 acres	21
6 to 10 acres	10
11 to 15 acres	4
16 to 25 acres	1
26 to 50 acres	0
51 acres or larger	1

Code Compliance:

Methodology for Code Compliance/Enforcement efforts were developed and adopted by Land Management Committee in 2005. 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 also 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.

Subdivision of Land:

Approximately 100 Certified Survey Maps (CSMs) totaling 149 lots were reviewed. Five (5) plats were approved by the Land Management Committee in 2005, with a total of 83 lots were created. A policy regarding granting Rule Exceptions to requirements to an erosion control plan for Major CSMs and Plats was created and adopted by Land Management Committee in 2005. A Subdivision Map was created in 2005 for tracking new development in the County.

Farmland Preservation Program:

Four (4) Farmland Preservation agreements were processed by the Department in 2005.

Public Hearings:

Thirty-three (33) public hearings were held in 2005. Public hearing fees totaled \$10,800.

2005 Goals

The Land Management Committee and Department adopted a Vision Statement in 2005 that outlined general goals for the Department:

To promote a higher quality of life for current and future residents of Pierce County through the exercise of sound planning and zoning by administering and enforcing county land use plans, the zoning and subdivision code and other development regulations in a fair, efficient, effective and professional manner.

The Land Management Department and Committee sought to further this vision by:

- Improving and updating land use ordinances.
- Updating the Land Records Modernization Plan.
- Ensuring consistency and transparency in the application of ordinances.
- Implementing Smart Growth Planning efforts – Phase I Data Collection
- Streamlining departmental forms and increasing public access to them.
- Creating a Code Compliance staff position and implementing a compliance strategy.

2006 Goals

Land Management Department Staff identified the following goals:

- Certified Survey Map (CSM) Tracking for Zoning Density
- Complete hydraulic shadow/floodplain zoning below adopted dam breach study- 2 watersheds remaining
- Update Shoreland Ordinance
- Continue effort to establish electronic permitting & filing
- Create new Stormwater, Sediment, and Erosion Control Ordinance
- Map all Nonmetallic Mines with GPS
- Map all 2006 septic installations with GPS
- Update all mining information and tabulate
- Begin Phase II of Smart Growth Planning effort

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