



PIERCE COUNTY WISCONSIN

DEPARTMENT OF LAND MANAGEMENT & RECORDS

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2007 ANNUAL REPORT

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 two personnel changes during 2007. On January 1, 2007, Joy Olson, Zoning Secretary, left Pierce County for employment at Washington County, Minnesota. In February 2007, Sarah Johnson filled the Zoning Secretary position. Sarah Johnson was previously employed in the Pierce County District Attorney's Office. In April 2007, Faye Owen filled the Zoning Secretary position that was vacated by Sarah Johnson. Faye Owen was previously employed in the Pierce County Register of Deed's Office.

Department Policies, Plans & Activities

Several ordinance and policy changes were implemented or considered in 2007. These included: amendments to the Outdoor Recreation Plan and the Bicycle Plan; the repeal and recreation of ch. 241 Nonmetallic Mining Reclamation Ordinance and ch. 239 St. Croix Riverway Ordinance; amendments to Ch 240 Pierce County Zoning Code to change the definitions for *industrial* and light *industrial*, the creation of a definition for *retreat*, changes with regarding filling and grading, minor language change pertaining to Conditional Use Permits and other modifications to bring the shoreland code into compliance with Wisconsin DNR's NR 115; amendments to ch. 115 Numbering of Buildings and Roads were made to address the timing of the issuance of the uniform address sign; amendments to Ch. ATCP 51 Livestock Facility Siting Law by collaborating with the Land Conservation Committee. 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 methodology for Departmental Policy regarding Nonmetallic Mining, Driveway and Access Inspection Methodology and fees, and minimum landscaping requirements. The Land Management Committee recommended acceptance of a land donation and purchase of adjacent access from John & Mary Heisler. Also, the Land Management Committee accepted Phase II of the Smart Growth Planning effort completed by Rudd and Associates. A Request for Proposals to conduct Phase III of Comprehensive Planning Effort – Facilitation & Goal Development was distributed and a proposal was selected by the Land Management Committee. Rudd and Associates will assist the final phase of the planning efforts with completion expected prior to January 1, 2010. This process and other information are located on the department's website.

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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 \$145,798.36 were collected in 2007 (see Table 1).

Table 1: Department Fees Collected					
Fee	2003	2004	2005	2006	2007
Land use permits	\$90,233.73	\$103,155.23	\$118,782.87	\$78,223.72	\$59,085.80
CSM reviews	\$5,590.00	\$5,000.00	\$6,125.00	\$3,550.00	\$2,800.00
CSM Surveyor's fund	\$4,410.00	\$5,355.00	\$20,590.00	\$14,150.00	\$13,400.00
Parkland dedication fee	\$138,795.00	\$206,193.00	\$221,497.80	\$73,085.60	\$0.00
Public hearings	\$10,200.00	\$12,300.00	\$13,440.00	\$11,250.00	\$11,500.00
Sanitary fund	\$58,900.00	\$61,275.00	\$64,675.00	\$50,175.00	\$36,650.00
Sanitary permits to State	\$19,200.00	\$19,125.00	\$16,000.00	\$12,750.00	\$9,900.00
Land records modern	\$7,786.24	\$9,373.87	\$9,478.47	\$6,256.99	\$4,599.31
Postage	\$8.89	\$7.32	\$85.80	\$30.40	\$25.00
Copies	\$1,913.95	\$1,358.75	\$1,555.63	\$242.15	\$1,463.25
GIS Revenue	\$7,830.56	\$7,075.00	\$4,550.00	\$3,856.80	\$2,700.00
Soil Test Review	\$0.00	\$0.00	\$5,425.00	\$4,625.00	\$3,675.00
Total	\$344,868.37	\$430,218.11	\$482,205.57	\$258,195.66	\$145,798.36

Planning

The Department of Land Management continued to provide Geographic Information System (GIS) support to the following county departments: Administration, County Clerk, County Forester, 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 DOT, Wisconsin DNR, Proxix, St. Croix Gas, Pierce-Pepin Cooperative, Northern Natural Gas, Diggers Hotline, First America Mortgage, Metropolitan Council, FEMA, USDA Farm Service Administration, Wisconsin Emergency Management, Wisconsin Geological & Natural History Survey, Minnesota Land Information Center, United States Census Bureau, United States Geological Survey, Spatial Graphics, Inc., The Lawrence Group, University Wisconsin River Falls, Stantec Consulting, Hudson Map, Stevens Engineering, Prescott Ambulance, Red Wing Ambulance, Teletlas, Dunn County, St Croix County, City of Prescott and the City of River Falls. The Land Management Specialist provided support for the installation of the mapping component of the CAD (Computer Aided Dispatch) system in the Sheriff's Department. 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 AT&T.

Specific Department of Land Management 2007 GIS tasks and projects:

- Negotiated digital imagery contract with Horizons, where the majority of the imagery was paid for by a *Phase II- 911 Cellular Grant* in the amount of \$36,000;
- Developed and maintained Dispatch Center CAD 911 mapping data sets;
- Provided EMS and address maps to service providers;
- Edited and entered Universal Address Number (UAN) updates;
- Continued to update geocoded centerline data in towns, cities, and villages;
- Maintained GIS data for county web site;
- Revised town zoning maps;
- Coordinated parcel and COGO updates;
- Provided staff support for Land Management Committee;
- Assisted County Surveyor in remonumentation project;
- Developed Survey Corner and Control Map for the Town of Maiden Rock;
- Provided GIS support for Public Health's Nitrate and Radon Studies.

Working today for a better tomorrow

Surveying

Beginning in January 2007, all monuments placed in 2006 were researched and monument reports prepared. The map of all corners in the Town of Maiden Rock was prepared and published. The records for the Town of Spring Lake were researched and a map prepared to aid us in our retracement work. The two remaining troublesome corners in the Town of Maiden Rock were resolved and monumented. Three old county monument positions were questioned, investigated, and reset in new positions to conform to the evidence recovered. One additional new monument was placed in the Town of Rock Elm. A total of 52 new county monuments were placed in the Town of Spring Lake, which had no previous county monument. The Town of Spring Lake was very challenging and 16 positions remain to be monumented plus 4 possible old center-of-section. The surveyors accumulated a backlog of positions needing maintenance and attended to approximately 100 of these in 2007. The county surveyor conducted a study to determine the need for getting the position of each section and ¼ corner monument from two different GPS base monuments. Last winter, the surveyors sampled the data from a total of 60 positions in 3 townships. On average, coordinates obtained from one base differed from that obtained from a second base by only 0.07 feet. The worst single discrepancy was a difference of 0.17 feet. Further, when the coordinates from a single base are compared with coordinates from the average of two bases, which is what they published, the average difference is only 0.04 feet. The worst case was 0.15 feet. The surveyors continue to obtain positions from 2 bases, in the interest of redundancy. A report was also prepared discussing the results of 132 corner excavations (1998-2006). As a result, the surveyors are now limiting corner digs in public roads to those positions in which cornerstones are called for in our old county surveyor records or where we have found uncalled for cornerstones bordering or within the same section. Copies of this report are available. With collaboration of the Zoning Office, approximately 60 Certified Survey Maps (CSMs) were reviewed that totaled about 96 lots. Lastly, many request for information from citizens, private surveyors, public officials and county employees were processed.

Zoning

Land Use Permits:

By reviewing Table 2 below, a total of 359 Land Use Permits were issued in 2007. Towns with the largest total number of all Land Use Permits issued are Oak Grove (47), Clifton (42), and El Paso (33). Of the 359 Land Use Permits issued in 2007, eighty-eight (88) new dwelling permits were issued and 271 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 (16), Trenton (10), and Clifton (9). Ten percent (10%) of issued land use permits were reviewed and field checked by department staff for compliance. Permits were issued to businesses and a few consisted of five (5) day cares, five (5) home businesses, five (5) business signs, and two (2) home occupations.

Table 2: 2007 Land Use Permits								
Town	New Home Const. Value	New Dwelling	Add/Dwg	Utility	Garage	Busin.	Misc.*	Total
Clifton	\$2,825,810	9	5	11	6	1	10	42
Diamond Bluff	\$250,000	1	3	2	1	0	1	8
Ellsworth	\$357,000	5	6	7	3	1	2	24
El Paso	\$589,200	5	3	11	3	2	9	33
Gilman	\$806,600	8	0	10	2	0	6	26
Hartland	\$1,268,138	7	2	6	0	2	2	19
Isabelle	\$0	0	0	2	4	0	3	9
Maiden Rock	\$986,300	5	2	4	1	0	1	13
Martell	\$801,717	6	3	9	0	2	6	26
Oak Grove	\$4,938,200	16	9	12	3	3	4	47
Rock Elm	\$70,000	2	3	3	2	2	6	18
Salem	\$423,000	2	1	4	0	0	2	9
Spring Lake	\$565,000	3	2	5	1	1	1	13
Trenton	\$1,512,500	10	7	3	1	5	4	30
Trimbelle	\$1,334,400	8	4	13	2	2	1	30
Union	\$85,000	1	2	5	1	1	2	12
Total	\$16,812,865	88	52	107	30	22	60	359

Sanitary Permits:

A total of 151 sanitary permits were issued in 2007 for new or replacement septic systems (see Table 3). Department staff issued orders to correct failing systems on 14 sanitary systems in 2007.

Table 3: 2007 State Sanitary Permits															
Town	Mound		IGP		At-Grade		Holding Tank		IGNP		Leeching Chamber		Aero-Pre Treatments		Total
	N	R	N	R	N	R	N	R	N	R	N	R	N	R	
Clifton	5	1						1	2						9
Diamond Bluff									2	2					4
Ellsworth	3	2			1		2	1							9
El Paso	4	1			1		3								9
Gilman	8	1								1					10
Hartland	3								3	3					9
Isabelle										2					2
Maiden Rock	5	2			2										9
Martell	4	3					1	1							9
Oak Grove	12	3			1				3	3					22
Village of P.C.	1														1
River Falls	1	2					1								4
Rock Elm		2					1								3
Salem									1	1					2
Spring Lake	2							1							3
Trenton	1								6	6					13
Trimbelle	6	2								1					9
Union	2	4													6
Village of M.R.															0
Totals	57	23	0	0	5	0	8	4	17	19	0	0	0	0	133

Notes: N = New; R = Replacement; IGP = In-Ground Pressurized; IGNP = In-Ground Non-Pressurized
2007 County Sanitary Permits: 18
Total 2007 State & County Sanitary Permits: 151 Sanitary Permits.

Permit Summary:

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

Table 4: Permit Activity Summary							
Permit	2001	2002	2003	2004	2005	2006	2007
Land Use Permits	535	487	530	507	530	384	359
Sanitary Permits – State	250	270	256	254	214	179	133
Sanitary Permits - County	26	52	22	22	23	16	18
Totals	811	809	808	783	767	579	510

Sanitary Grants:

Pierce County entered the Wisconsin Fund for Private Sewage System Grant program in 1980. The program provides financial assistance to homeowners for replacement of failing sewage systems. Since 1980, 621 systems were replaced that received \$1,393,679 in grant funding. The Department continued to participate in the Wisconsin Fund Grant program in 2007, where six (6) of the eight (8) grant applications were awarded \$19,380. Table 5 summarizes the success of the Wisconsin Fund Grant program for Pierce County over the past seven years.

Application Year	# Grant Applications	# Grants Awarded	\$ Awarded to Citizens
2001	8	8	\$29,091
2002	9	9	\$29,696
2003	12	9	\$24,577
2004	12	8	\$13,792
2005	11	10	\$40,915
2006	6	3	\$11,658
2007	8	6	\$19,380
Totals	66	53	\$169,109

Non-Metallic Mining:

One new and one renewal Conditional Use Permit (CUP) applications for nonmetallic mines were approved in 2007. Two nonmetallic mining sites were reclaimed as the land was restored to acceptable uses. The Annual Reclamation Permits & Fees were collected per NR 135 & Pierce County Code. A total of 39 mining sites were in effect for 2007. A total of 397-acres were mined (un-reclaimed acres) and the County collected a total of \$11,931.70 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	18
6 to 10 acres	13
11 to 15 acres	5
16 to 25 acres	1
26 to 50 acres	1
51 acres or larger	1

Code Compliance:

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. An Access database is functional for use by Solid Waste, Public Health, and Land Management and helps to coordinate enforcement and compliance efforts. 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. A total of 16 citations were issued in 2007 to property owners for failure to cooperatively resolve zoning violations

Subdivision of Land:

With collaboration from the surveying office, approximately 60 Certified Survey Maps (CSMs) were reviewed that totaled about 96 lots. Of those reviewed, only 81 lots and 8 outlots by CSMs were approved and recorded in the Pierce County Register of Deed’s Office. Seven Major CSMs were reviewed by the Land Management Committee. In 2007, no (0) plats were granted final plat approval by the Land Management Committee. Therefore, 0 lots were created through the platting process in 2007.

Public Hearings:

One-hundred percent (100%) of expired CUP applications were updated and tabulated. Twenty-Eight (28) new conditional use permit (CUP) applications were submitted to our department, where \$8,400 fees were collected and each held a public hearing. Types of application requests include the following: 8 – farm & home based business permits, 4 – wind electric generation tower permit, 3 – filling & grading permits, 3– expansion of a non-conforming building, 2 – nonmetallic mining permits, 2 – accessory residence permits, 1—180 ft monopole communication tower, 1—tree cutting in the Kinnickinnic River Bluffs, 1 – kennel, 1 – airstrip, 1 – sign, and 1—private institutional permit.

Five (5) new rezone applications were submitted to our department and each held a public hearing. A total of \$2,500 fees were collected for these rezone applications.

Board of Adjustment held three (3) public hearings and collected \$1,500 in fees.

2007 Goals

The Land Management Department and Committee sought to further their mission statement in 2007 with the following:

	Table 7: 2007 Goals	% Accomplished
1	Maintain and improve relationships with the Townships; assist/provide guidance to towns in addressing planning and zoning issues.	On-going
2	Oversee the completion of Phase II Comprehensive Planning Process	100% complete
3	Begin Phase III of the Comprehensive Planning Process.	100% complete
4	Facilitate collaborative relationships with other county departments to increase efficiencies and use of departmental resources.	On-going
5	Ordinance review and update or tighten.	On-going
6	Create new Stormwater, Sediment, & Erosion Control Ordinance, adopt a checklist & standards	On-going
7	Help define LCD/LCM/Parks working relationships by end of 2007.	Completed
8	Assist in defining and completing a plan for Trimbelle River park project and parkland monies transition. The Trimbelle River Project is planned to be completed by June 30, 2007.	On-going
9	Department Administrator returns fulltime to the Land Management Department.	On-going
10	Initiate steps to begin a process to update 2004-2008 Pierce County Recreation Plan.	Initiated
11	Certified Survey Map (CSM) Tracking for Zoning Density	40 % complete
12	Complete hydraulic shadow/floodplain zoning below adopted dam breach study- 2 watersheds remaining	On-going
13	Update Shoreland Ordinance	On-going
14	Continue effort to establish electronic permitting & filing	100% complete
15	Map all Nonmetallic Mines with GPS	On-going
16	Map all 2007 septic installations with GPS	100% complete
17	Update all mining information and tabulate	100% complete
18	Remonument the Town of Spring Lake	80+% complete
19	Complete a survey of the proposed Heisler Trust parkland donation, Town of Martell	50% complete

2008 Goals

In addition to the above on-going goals, the Land Management Department Staff identified the following goals:

- Oversee the completion of Phase III Comprehensive Planning Process
- Update GIS portion of the county website
- Develop the necessary data for Mobile Mapping/AVL and Reverse 911 capability in the Sheriff's Department;
- Coordinate the COGO project (the use of coordinate geometry to determine the precise location of the parcel) for parcels in the cities of Prescott and Ellsworth
- Research and type monument reports for all monuments placed or maintained during 2007.
- Complete the remonumentation of the Town of Spring Lake. Prepare and audit the base map of the Town of Spring Lake and turn it over to Rand Kluegel, Land Management Specialist, for publishing.
- Complete office research for either the Town of Rock Elm or the Town of Union and place this information on a map to assist in field work.
- Complete the survey of the Heisler Trust parkland donation. Because of ambiguous deeds, the surveyors believe a legal boundary agreement will have to be arranged between the county and Ms. Lettie Larson, who owns a parcel bordered on 3 sides by the proposed parkland.
- Survey the property on which the "blue Highway Shop" sits in the Village of Ellsworth
- Resolved approximately two or more troublesome corner positions along the county line in the Town of Clifton.
- Maintain roughly 2-30 positions left on our maintenance map plus those affected by roadwork planned for this year.
- Prepare *Affidavits of Correction* for a limited number of surveys affected by our placement of a county monument at a location different from a private surveyor's position in the past year.
- Complete hydraulic shadow/floodplain zoning below adopted dam breach study—2 watersheds remaining
- Complete Certified Survey Map (CSM) Tracking for Zoning Density
- Map all 2008 septic installations with GPS
- Set-up, utilize, and report sanitary and land use permits through the new electronic permitting & filing software.

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