



**PIERCE COUNTY, WISCONSIN**  
**DEPARTMENT OF LAND MANAGEMENT & RECORDS**  
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## **2009 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 one personnel change during 2009. In April 2009, James Filkins was hired as the County Surveyor. He replaced Robert Lannan who retired from Pierce County on May 1, 2009 after eight years of service.

#### **Department Policies, Plans & Activities**

Numerous meetings were held to review the draft Pierce County Comprehensive Plan. The Plan was adopted by the County Board of Supervisors on July 28, 2009. Staff then began implementation of the 2009-2014 Pierce County Action Plan. Amendments were made to Ch. 240 (Zoning) incorporating alternative energy source code regarding wind & solar, definitions, and permit procedures. Amendments to the Town of River Falls Zoning Ordinance were made. A resolution was made in support of the proposed Wisconsin Veterans Memorial Trail between the Village of Elmwood and the Village of Spring Valley for a non-motorized trail along the Eau Galle River. These ordinances and resolution were reviewed and approved by the Land Management Committee and forwarded to the County Board for consideration and adoption. The Land Management, Land Conservation, and Parks Committees organized the spring grand opening of the Trimble Recreation Area. Later in 2009, park development funds were earmarked to purchase an adjacent parcel that increased the park area from 12 to 32 acres. Department staff monitored the Diamond Bluff's Sea Wing Park Improvement Project. Six Farmland Preservation Agreement applications were reviewed and approved by the Land Conservation Committee, Land Management Committee, and County Board, and then forwarded to the Department of Agriculture, Trade & Consumer Protection. The Land Management Committee reviewed three projects (Nestle Purina expansion, Lakes Gas expansion, and mini storage) that required site plan review. WebFusion Map Service was integrated and customized to each county department and is available for public use thru the county's website. Thirty-percent of the county property files are scanned and indexed. There was a decrease in the number of permits issued from previous years. Permits were issued electronically for the first time using GCS Permit Tracking. Older sanitary permits started to be entered into Permit Tracking for the 3-year maintenance program and the county septic system inventory. Staff held the third annual home owner septic systems & maintenance education seminar. Press releases were sent to local newspapers on septic systems, maintenance, and preparing your septic system for winter. Staff reviewed preliminary FEMA FIRM maps, held public meetings for community leaders and land owners to attend, and are working with FEMA's consultant to update mapping discrepancies. Nugget Lake's flood warning system was installed in coordination with Land Conservation and Sheriff's departments. Staff is working with the Administration office to obtain stimulus funding for an energy efficiency grant and another grant for county-wide broadband internet access.

## Department Revenues

The Land Management Department is responsible for the collection of fees for permits and other related activities. Fees totaling \$84,595.40 were collected in 2009 (see Table 1).

<b>Table 1: Department Fees Collected</b>					
Fee	2005	2006	2007	2008	2009
Land use permits	\$118,782.87	\$78,223.72	\$59,085.80	\$38,681.72	\$26,200.00
CSM reviews	\$6,125.00	\$3,550.00	\$2,800.00	\$2,450.00	\$950.00
CSM Surveyor's fund	\$20,590.00	\$14,150.00	\$13,400.00	\$10,525.00	\$2,900.00
Parkland dedication fee	\$221,497.80	\$73,085.60	\$0.00	\$0.00	\$0.00
Public hearings	\$13,440.00	\$11,250.00	\$11,500.00	\$14,400.00	\$9,200.00
Sanitary fund	\$64,675.00	\$50,175.00	\$36,650.00	\$26,075.00	\$16,800.00
Sanitary permits to State	\$16,000.00	\$12,750.00	\$9,900.00	\$6,675.00	\$6,700.00
Land records modern	\$9,478.47	\$6,256.99	\$4,599.31	\$3,015.04	\$2,151.56
Postage	\$85.80	\$30.40	\$25.00	\$23.00	\$9.20
Copies	\$1,555.63	\$242.15	\$1,463.25	\$200.50	\$2,429.00
Nonmetallic Mining Fees	\$1,875.00	\$16,437.60	\$16,529.40	\$14,272.20	\$14,837.20
Sales Tax	\$525.15	\$344.51	\$253.19	\$165.96	\$118.44
GIS Revenue	\$4,550.00	\$3,856.80	\$2,700.00	\$2,668.40	\$450.00
Soil Test Review	\$5,425.00	\$4,625.00	\$3,675.00	\$2,450.00	\$1,850.00
<b>Total</b>	<b>\$484,605.72</b>	<b>\$274,977.77</b>	<b>\$162,580.95</b>	<b>\$121,601.82</b>	<b>\$84,595.40</b>

## 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, Solid Waste/Recycling, County Parks Department, Human Services, Highway, Maintenance, District Attorney, Corporation Counsel, Fair, Emergency Management, and the Sheriff's Department. The Department sold, exchanged, or provided data with, United States Army Corps of Engineers, United States Census Bureau, United States Geological Survey, FEMA, Wisconsin DOT, Wisconsin DNR, Wisconsin State Cartographer, Wisconsin Emergency Management, Wisconsin Geological & Natural History Survey, Spring Valley Library, University Wisconsin River Falls, Minnesota Homeland Security and Emergency Management Minnesota Department of Administration, Minnesota Land Information Center, Metropolitan Council, Dunn County, St Croix County, Goodhue County, Village of Ellsworth, Village of Bay City, Town of River Falls, Town of Martell, Town of Salem, Town of Clifton, Prescott School District, City of Prescott, City of River Falls, City of Red Wing, Chippewa County, Prescott Ambulance, Red Wing Ambulance, River Falls FD, Elmwood FD, St. Croix Gas, Pierce-Pepin Cooperative, St Cloud State University Department of Geography, Northern Natural Gas, Rudd & Associates, First American CoreLogic, Proxix Solutions, TIES, The Lawrence Group, Emergency Services Consulting, Stantec, First American Spatial Solutions, Cedar Corporation, Pitney Bowes, Dairyland Power, Tele Atlas, S & L Consulting, CDM, Hudson Map, and Stevens Engineering.

The department provided support for the installation and maintenance of the mapping component of the CAD (Computer Aided Dispatch) and Reverse 911 systems in the Sheriff's Department. The department continued to incorporate and verify MSAG (Master Street Address Guide) updates with INTRADO (911 Mobility Service) and AT&T.

### 2009 GIS tasks and projects:

- Applied for the WLIP grant and received \$15,568;
- Developed and maintained Dispatch Center CAD 911 & Reverse 911 System mapping data sets;
- Developed and maintained data sets for county website;
- Provided EMS and address maps to service providers;

Working today for a better tomorrow

- Developed and entered new Universal Address Number (UAN) updates;
- Continued to update geocoded centerline data in towns, cities, and villages;
- Address matched property tax address data to AT&T for Ellsworth, Prescott, and River Falls
- Maintained GIS data for county web site;
- Introduced WebFusion Map Service that is customized for different county departments and available to be viewed by the public on the website;
- Initiated and maintained map services for Land Management, Public Health, Land Conservation, Sheriff's Department, Treasurer's Office, Human Services, County Parks Department, and Solid Waste/Recycling
- Revised town zoning maps, as necessary;
- 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 Rock Elm;
- Provided GIS support for Public Health's Radon Studies and the WDNR Drinking Water Compliance Program.

## Surveying

### 2009 Accomplishments:

- All new county monuments placed in 2008 were researched and monument reports prepared. Maintenance reports were prepared, or monument records updated, for all monuments maintained in 2008.
- 61 new county monuments were placed in 2009 (47 in Rock Elm, 13 in Union and 1 in Clifton).
- 24 county monuments were maintained during 2009.
- 6 corner positions were excavated in 2009 with 3 monuments recovered.
- GPS positioning work was completed in the Towns of Union and Rock Elm, which were being resurveyed.
- The resurvey of the Town of Union was completed and maps for distribution were prepared by Rand Kluegel. As of January 20, 2010, all the monument records for Union were typed and filed.
- 17 Certified Survey Maps with 21 lots/outlots were reviewed.
- We processed many requests for information from citizens and private and government surveyors.
- During the resurvey of the Towns of Union and Rock Elm, we completed some special projects, in response to requests. Those projects were:
  1. Surveying a "tax-deed" parcel in the City of River Falls for the Pierce County Treasurer's office.
  2. Relocating the section corner located at the Northwest corner of Section 1, T27N, R20W, Town of Clifton (this work was initiated by Bob Lannan).
  3. Verifying the position of the Southeast corner of Section 24, T24N, R16W, Town of Maiden Rock.
  4. Research and planning for the development of the Pierce County Reference Monument Network. This work is partially in response to FEMA floodplain remapping verification and partially for use with the WDOT Height Modernization Project. (See comments below.)

### Plans for 2010:

- Continue to make GPS observations for development of the Pierce County Reference Monument Network. The current network of GPS monuments has been in place for about 20 years. These monuments have long been used to provide horizontal reference but their vertical (elevation) data is unreliable. Our plan includes incorporating all County, State and Federal monuments in to one network with good vertical data. This project includes approximately 1,500 GPS measurements and will likely require over 2 years to complete. Its principle value will be to enable very accurate vertical surveys, by GPS methods, throughout the county.
- It is also anticipated that the WDOT will publish elevation data for Region 6B of their Height Modernization Program during 2010. This data will then be incorporated into the Pierce County Reference Monument Network.
- Meet with the Highway Department to discuss their roadwork plans for 2010.
- Re-witness and remove monuments as needed in advance of roadwork by the State, County and Towns.
- Complete the resurvey of the Town of Rock Elm (field work has been completed, map drafting, and checking remains).
- Commence resurvey work in the Town of Trenton. This work involves many meander and witness corners along the Mississippi River and its islands. It will be time consuming due to difficult access.

## Zoning

### Land Use Permits:

A total of 220 Land Use Permits were issued in 2009 (Table 2 below). Towns with the largest total number of Land Use Permits issued were Oak Grove and Trenton. Of the 220 Land Use Permits issued in 2009, 22 new dwelling permits were issued and 198 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 Maiden Rock and Gilman. Ten percent of issued land use permits were reviewed and field checked by staff for compliance.

Table 2: 2009 Land Use Permits								
Town	New Home Const. Value	New Dwg	Addn to Dwg	New Accessory Bldg	Addn to Accessory Bldg	Business	Misc.	Total
Clifton	\$300,000	1	2	11	1	0	4	<b>19</b>
Diamond Bluff	\$0	0	2	3	0	0	2	<b>7</b>
Ellsworth	\$200,000	2	0	4	1	1	3	<b>11</b>
El Paso	\$0	0	2	8	1	0	1	<b>12</b>
Gilman	\$82,800	3	1	5	2	1	0	<b>12</b>
Hartland	\$309,000	2	2	6	2	1	1	<b>14</b>
Isabelle	\$0	0	1	0	0	1	0	<b>2</b>
Maiden Rock	\$251,300	4	2	6	1	1	1	<b>15</b>
Martell	\$170,000	2	7	6	2	1	1	<b>19</b>
Oak Grove	\$440,000	2	8	14	2	2	0	<b>28</b>
Rock Elm	\$95,000	2	5	2	1	1	1	<b>12</b>
Salem	\$110,000	1	1	3	2	0	2	<b>9</b>
Spring Lake	\$29,000	1	1	4	1	0	1	<b>8</b>
Trenton	\$115,000	1	7	11	2	4	2	<b>27</b>
Trimbelle	\$45,000	1	2	7	1	1	2	<b>14</b>
Union	\$0	0	2	7	0	0	2	<b>11</b>
<b>Total</b>	<b>\$2,147,100</b>	<b>22</b>	<b>45</b>	<b>97</b>	<b>19</b>	<b>14</b>	<b>23</b>	<b>220</b>

### Sanitary Permits:

A total of 80 state and county sanitary permits were issued in 2009. A total of 69 State Sanitary Permits (Table 3a) were issued and a total of 11 County Sanitary Permits (Table 3b) were issued. The most common sanitary permit was a replacement of an older system with a conventional or mound system. The sanitary permit allows a person 2 years from the approval date to have their septic system installed. A total of 76 septic systems were installed and inspected in the 2009. Department staff issued 13 orders to correct failing systems in 2009.

<b>Table 3a: 2009 STATE Sanitary Permits</b>																		
Town	Mound			NPIG		At-Grade		Holding Tank		IGP		Other Mod.		Transfer btwn owners	Revised (change plumber)	Voided	Renewed	Total
	N<24"	N≥24"	R	N	R	N	R	N	R	N	R	N	R					
Clifton			2	1	1		1						1					6
Diamond Bluff				2														2
Ellsworth	1		2		2													5
El Paso			1															1
Gilman	2																	2
Hartland		1					1											2
Isabelle																		0
Maiden Rock				2	1	1	1											5
Martell		1	1				1						1					4
Oak Grove		3	1				1											5
River Falls	1		3	1	3				1									9
Rock Elm			1						2									3
Salem				1														1
Spring Lake			1															1
Trenton				1	8													9
Trimbelle	2	1	3		3	1												10
Union			1				1	1										3
Village of SV	1																	1
<b>Totals</b>	<b>7</b>	<b>6</b>	<b>16</b>	<b>8</b>	<b>18</b>	<b>5</b>	<b>3</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>69</b>

N=New; R=Replacement; IGP=In-Ground Pressurized; IGNP=In-Ground Non-Pressurized; Mod=Modifications

<b>Table 3b: 2009 COUNTY Sanitary Permits</b>				
Town	System Repair	Reconnect	Privy	Total
Clifton				0
Diamond Bluff				0
Ellsworth		1		1
El Paso		1		1
Gilman		1		1
Hartland		2		2
Isabelle				0
Maiden Rock		1		1
Martell				0
Oak Grove				0
River Falls				0
Rock Elm			1	1
Salem		1		1
Spring Lake		1		1
Trenton	1			1
Trimbelle				0
Union			1	1
<b>Totals</b>	<b>1</b>	<b>8</b>	<b>2</b>	<b>11</b>

Permit Summary:

Table 4 summarizes land use and sanitary permit activity.

<b>Table 4: Permit Activity Summary</b>					
Permit	2005	2006	2007	2008	2009
Land Use Permits	530	384	359	272	220
Sanitary Permits – State	214	179	133	91	69
Sanitary Permits - County	23	16	18	23	11
<b>Totals</b>	<b>767</b>	<b>579</b>	<b>510</b>	<b>386</b>	<b>300</b>

Sanitary Grants:

Pierce County entered the Wisconsin Fund in 1980. The program provides financial assistance for homeowners to replace failing sewage systems. Since 1980, 632 systems were replaced and received \$1,426,247 in funding. In 2009, six applications were awarded a total of \$13,640. Table 5 summarizes the program over the past five years.

<b>Table 5: WI Grant Fund</b>			
Application Year	# Grant Applications	# Grants Awarded	\$ Awarded to Citizens
2005	11	10	\$40,915
2006	6	3	\$11,658
2007	8	6	\$19,380
2008	5	5	\$18,928
2009	6	6	\$13,640
<b>Totals</b>	<b>36</b>	<b>30</b>	<b>\$90,881</b>

Non-Metallic Mining:

There were no applications for new Nonmetallic Mining operations. All sites remained active as there was no completed reclamation on any of the sites. The Annual Reclamation Permits & Fees were collected per Pierce County Code Chapter 241. A total of 39 mining sites were in effect for 2009, with 420-acres mined (unreclaimed acres), and the County collected a total of \$12,609 to process these permits.

Table 6 describes the size of the mines and associated number of permits.

<b>Table 6: 2009 Nonmetallic Mining</b>	
Mine Size	# of Permits
1 to 5 acres	18
6 to 10 acres	13
11 to 15 acres	3
16 to 25 acres	3
26 to 50 acres	1
51 acres or larger	1

Code Compliance:

The Department processed numerous complaints and worked with the Corporation Counsel’s office to obtain compliance on these and other noncompliance issues. Zoning staff also worked with the Solid Waste Department, the Public Health Department, the Department of Commerce, and the Department of Natural Resources on several complaints. Majority of the compliance issues initiated in 2009 were resolved without requiring legal action; the remaining issues are yet to be resolved and staff is working to bring these properties into compliance. Staff is continuing to work with property owners to ensure that the property is being used in a manner that is compliant with zoning regulations.

Subdivision of Land:

The zoning and surveying office collaborated on the review of 17 new Certified Survey Maps (CSMs) in 2009 that totaled 21 lots and zero outlots. Of these 17 CSMs submitted in 2009, 14 CSMs were approved. Two CSMs submitted in 2008 were pending approval and were approved in 2009. Overall, 16 CSMs were approved in 2009 creating 19 lots and outlots. Out of the CSMs reviewed, 15 are considered a Minor CSM, which is a CSM creating 1-2 parcels within a 5 year period. One of the CSMs was considered a Major CSM, which is a CSM creating 3-4 parcels within a 5 year period, and is reviewed by the Land Management Committee. Whispering Pines preliminary approval was extended. In 2009, zero plats were granted final plat approval by the Land Management Committee.

Farmland Preservation Program:

Six (6) Farmland Preservation agreements were processed by the Department in 2009. Beginning in June 2009, a transition from the Farmland Preservation Program to the updated Working Lands Initiative occurred.

Public Hearings:

One-hundred percent of expired conditional use permit (CUP) applications were updated and tabulated. Twenty-four CUP applications were submitted, where \$7,200 fees were collected and a public hearing held for each. Types of application requests include the following: 7–farm & home based business, 4–accessory residence, 2–retreats, 1–CUP expansion/intensification, 1–non-conforming structure expansion, 1–private outdoor recreation use, 1–communication tower, 1–nonmetallic mine expansion, 1–temporary concrete/asphalt plant, 1– Kinnickinnic River Bluffland tree removal, 1–airstrip/heliport, 1–filling & grading in the floodplain, 1–duplex, and 1–kennel. One rezone application was submitted to our department, a public hearing was held, and \$500 was collected. The Board of Adjustment held four public hearings and collected \$1,800 in fees.

## 2009 Goals

The Land Management Department and Committee sought to further their mission statement in 2009 with the following:

	<b>Table 7: 2009 Goals</b>	<b>% Accomplished</b>
1	Maintain and improve relationships with the Townships; assist/provide guidance to towns in addressing planning and zoning issues.	On-going
2	Facilitate collaborative relationships with other county departments to increase efficiencies and use of departmental resources.	On-going
3	Ordinance review and update.	On-going
4	Oversee the completion of Phase III Comprehensive Planning Process	100%
5	Adopt Pierce County Comprehensive Plan	100%
6	Inter-office education post Comprehensive Plan adoption.	On-going
7	Assist with guidance to Towns addressing the Comprehensive Plan adoption and future goals.	On-going
8	Update Shoreland Ordinance after WI DNR model ordinance updates	On-going
9	Create new Stormwater, Sediment, & Erosion Control Ordinance, adopt a checklist & standards.	On-going
10	Complete Trimbelles Recreation Area project.	100%
11	Certified Survey Map (CSM) Tracking for Zoning Density	42%
12	Install Nugget Lake flood warning system	100%
13	Complete hydraulic shadow/floodplain zoning below Plum Creek 2 and Bay City 1 watershed	50%
14	Update and amend Pierce County Code Ch.240.	100%
15	Set-up, utilize, & report sanitary and land use permits with electronic permitting software.	100%
16	Map all Nonmetallic Mines, update mining information, and tabulate permit data	100%
17	Map all 2009 septic installations with GPS	100%
18	Remonument the Town of Union & begin the Town of Rock Elm.	100%
19	Update GIS portion of the county website with WebFusion	100%
20	Develop data for Mobile Mapping/AVL and Reverse 911 capability in the Sheriff's Department	100%

## 2010 Goals

The Land Management Department staff identified the following goals for 2010:

- Maintain and improve relationships with the Townships; assist/provide guidance to towns in addressing planning and zoning issues.
- Facilitate collaborative relationships with other county departments to increase efficiencies and use of departmental resources.
- Ordinance review and update.
- Assist with guidance to Towns addressing the Comprehensive Plan adoption and future goals.
- Begin implementing the 2009-2014 Pierce County Action Plan.
- Assist with County Farm Technology Days.
- Update the Pierce County Recreation Plan.
- Assist in the creation of a Stormwater, Sediment, & Erosion Control Ordinance, and adopt a checklist and standards.
- Update Shoreland Ordinance and possibly apply for WI DNR grant.
- Complete hydraulic shadow/floodplain zoning below Plum Creek 2 and Bay City 1 watershed.
- Input remaining sanitary permits that were installed from 1980-present.
- Update code regarding the Wisconsin Working Lands Initiative.
- Scan and index the remaining county property files.
- Enter sanitary permits from 1980-present into software for 3-yr maintenance program and county inventory.
- Present 4<sup>th</sup> annual home owner septic systems & maintenance education seminar.
- Collaborate with Pierce County Surveyor in correcting FEMA FIRM map errors.
- Adopt new FEMA FIRM maps.
- Complete grant applications and obtain stimulus funding for an energy efficiency grant and another grant for county-wide broadband internet access.