

# STAFF REPORT LAND MANAGEMENT COMMITTEE

Land Management Committee Meeting,

August 5, 2020

Agenda Item 4

**Applicant:** Kerri Harting & Dawn Stewart (owners)

**Request:** Conditional Use Permit (CUP) for Agritourism

**Background:** The applicants are requesting a CUP for agritourism to allow farm tours and several open house events on their property where they operate "Eagle Eye Farm". The farm is primarily an alpaca farm where they breed, raise, show, and sell high quality alpacas. Other animals on the farm include Kune Kune pigs, chickens, llamas, Valais blacknose sheep, and miniature Highland cows.

The farm tours would focus on educating the community about alpacas and other animals, highlight the benefits of agriculture, help people understand the importance of sustainability and agriculture, and show customers how to properly care for such animals.

In May of 2020, the applicants were issued a LUP for a home business to sell raw fleece/wool produced onsite along with other products made from their fleece/wool and any products accessory to such goods. Part of the farm tours would focus on discussing the process of shearing their sheep, llamas, and alpacas and how that sheered fleece and wool are brought to a fiber mill to have yarn made for hats gloves, socks, sweaters, and other products for sale on their website. The business is mostly operated online but the applicants have indicated they would like to have an onsite farm market/store in the future so that customers have the option to buy items directly onsite. The online store is called All Things Sheared, LLC. Additional information about the farm and the store can be found on their website (<http://www.eagleeyefarm.net/>).

The applicants would also like the option to hold several open house type events each year. The Applicants have stated that the Alpacas Owners Association (AOA) encourages farms to hold farm tours/events including an annual event called Alpaca Days which is always held the last Saturday of September. This would be one of the open house type events the applicants are requesting.

## Issues Pertaining to the Request:

- The property is located in part of the NE ¼ of the SW ¼ of Sec. 18, T27N, R19W, Town of Clifton.
- The property is 10.87 acres and zoned General Rural Flexible 8. Adjoining properties are zoned Primary Ag, General Rural Flexible 8 and Rural Residential 8.
- Pierce County Code (PCC) § 240-35B(1) classifies agritourism as an agricultural business operation. Ch. 240 Attachment 1 (Table of Uses) allows Agritourism in the General Rural Flexible 8 zoning district with the issuance of a CUP.
- PCC § 240-88 defines "Agritourism" as, "Activities conducted at a working agriculture operation and offered to the public or to invited groups for the purpose of recreation, education, or involvement in the operation."
- PCC § 240-88 defines "Agricultural Business Operation" as, " A site specific business reliant on the property's active agriculture which may include multiple related uses managed as one operation.
- Applicants are requesting to operate seven days a week with hours of operation from 10 AM to 6 PM.

- Applicants are requesting up to 6 open house type events each year. Hours of operation requested for open house events would be from 9am to 12pm. Applicants expect a couple hundred people could possibly show up for these events.
- The applicants expect that the farm tours will have around 10 people per tour with larger or smaller tours possible depending on the demand. Tours are expected to last approximately 1 hour.
- The farm currently has 3 employees (not including the owners). However, the applicants have stated they may need more employees in the future.
- A Sanitary Permit for a holding tank was permitted in 2004 for a bathroom in the barn. This bathroom would be used for customers on the tour.
- Pierce County Code § 240-54 establishes parking requirements. Agritourism is not a listed use, but 1 parking space per 4 patrons is required for Commercial Recreation. Groups attending will be limited to approximately 10 individuals. The number of people at the open house events will range. There is plenty of adequate parking areas onsite along the barn and along the service drive to satisfy this requirement for daily tours.
- No advertising signs are currently onsite and the applicants have indicated they do not plan to advertise using signage at this time.
- The Clifton Town Board recommended approval of this request on 7-6-2020 without any concerns or suggested conditions. The Town did not reference its Comprehensive Plan, so it is assumed that the plan is silent on this request.
- PCC § 240-76G discusses expiration of Conditional Use Permits and states, “All conditional use permits shall expire 12 months from the date of issuance where no action has commenced to establish the authorized use. If a time limit has been imposed as a condition for the permit, the permit shall expire at the end of the time limit.”
- Following discussion with Legal Counsel, staff is recommending the Land Management Department and Committee not include any conditions which enforce other local and/or state ordinances and regulations that they have no control over. With such conditions in place, an applicants’ failure to comply with, or dispute about the administration of, another agency’s ordinance or licensing requirements could require the LMC to revoke their CUP. All local or state ordinances contain penalty provisions relating to noncompliance with that ordinance or rule. Given this, it is not necessary for the LMC to tie CUPs to compliance with other agencies rules and regulations. Eliminating these conditions would not excuse an applicant from the need to obtain all necessary permits and approvals; it simply removes the Land Management Committee from enforcing them.
- The applicant is strongly encouraged to comply with relevant local and state ordinances and regulations and secure all necessary permits and licenses (e.g. Department of Safety & Professional Services (DSPS), Department of Health and Family Services, etc.).

**Recommendation:**

Staff recommends that the Land Management Committee determine whether the proposed use at the proposed location would be contrary to the public interest and whether it would be detrimental or injurious to public health, public safety, or the character of the surrounding area. If found to be not contrary to the above, staff recommends the Land Management Committee approve this conditional use permit for Agritourism with the following conditions:

1. Activities shall be conducted as presented in the application unless modified by a condition of this CUP.
2. The applicants shall contact the Town of Clifton Building Inspector to discuss whether any structures need to comply with the Uniform Commercial Code (UCC) requirements. If the Building Inspector determines that a safety issue currently exists, use of the structure shall cease until it is code compliant.
3. Applicant shall secure a Land Use Permit for all future structures or signs prior to construction or installation.
4. Adequate portable outhouses (1 per 50 people), or other acceptable restroom facilities, shall be provided for the larger open house events.
5. Hours of operation shall be Monday–Sunday, 10 AM to 6 PM.
6. Up to 6 open house events are allowed each year. Hours of operation for the open house events shall be 9am to 12pm.
7. Applicant understands that expansion or intensification of this use will require issuance of a new conditional use permit. If applicant has questions as to what constitutes expansion or intensification, Land Management staff should be contacted.
8. One parking space per four customers and areas for ADA compliant parking shall be provided onsite.
9. Applicant shall submit a parking plan prior to the first open house type event for staff review. Plan shall indicate locations and number of parking spaces available.
10. If food is provided for any open house type events it shall be provided by a licensed food vendor.
11. A status report shall be made to the Land Management Committee in one year.
12. This CUP shall be renewed every 2 years. Permit may be renewed administratively if no compliance issues arise.

**Submitted By:** Adam Adank,  
Zoning Specialist

# Land Management Committee

Dawn Stewart & Kerri Harting  
(August 5, 2020)

## CUP - Agritourism

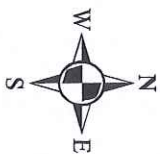
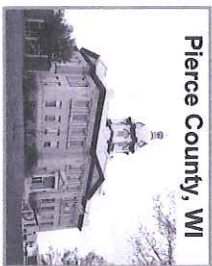
### Legend

- ◆ Dwellings
- ▭ CUP Parcel
- ▭ Parcels

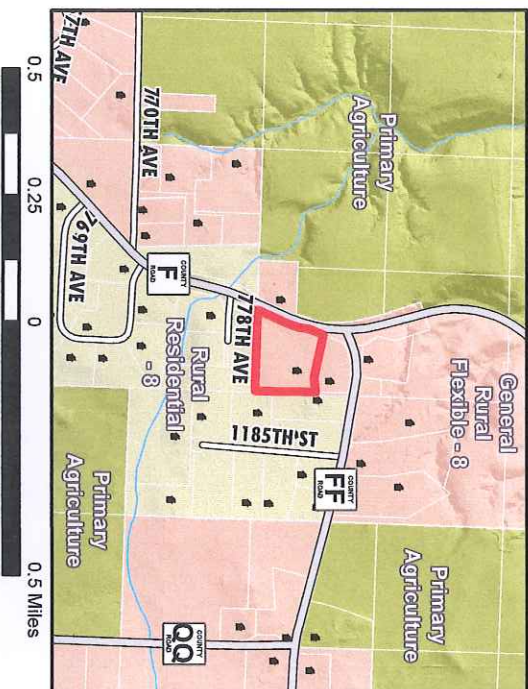
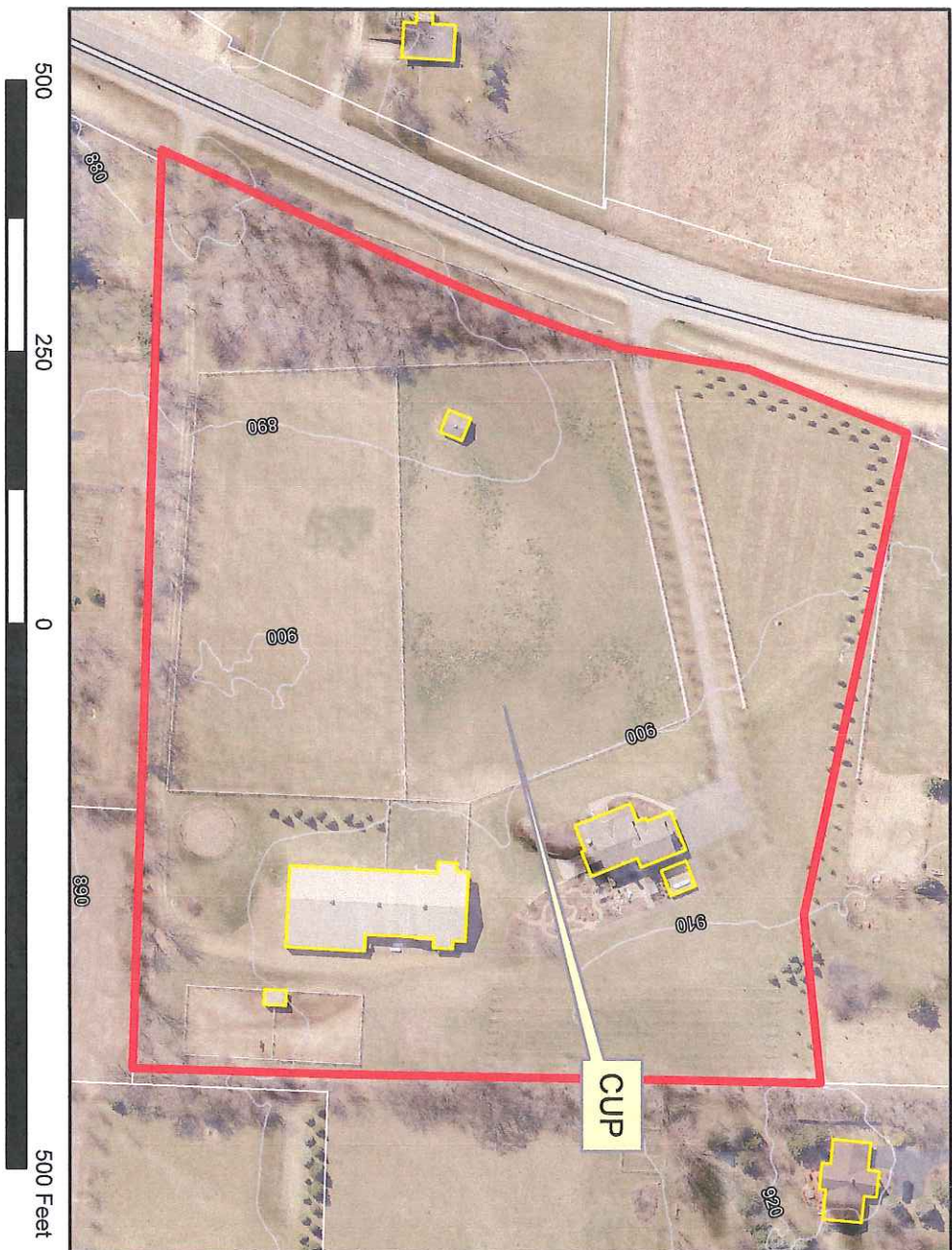
### Zoning

- ▭ General Rural Flexible - 8
- ▭ Primary Agriculture
- ▭ Rural Residential - 8

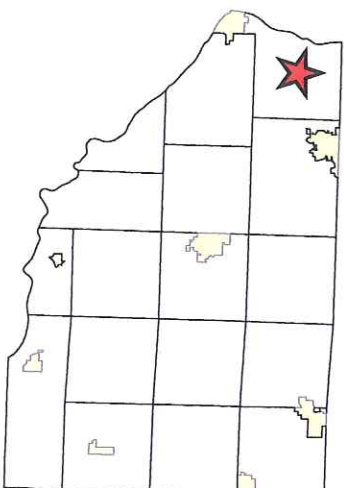
Orthophotography - 2015 Pierce County



Prepared by the Department of Land Management



**Site Location**  
N7836 County Road F  
Town of Clifton



## STAFF REPORT LAND MANAGEMENT COMMITTEE

**Land Management Committee (LMC) Meeting, August 5, 2020**

**Agenda Item 5**

**Applicant:** Valley Springs Motorcycle Club Inc. and Scott Freier (agent)

**Request:** CUP Renewal for a Private Outdoor Recreational Use (Dual-Sport Ride)

**Background:** The Valley Springs Motorcycle Club Inc. received a CUP on 6-15-2016 to sponsor and hold an annual event called a Dual-Sport Ride. The CUP was renewed on 8-15-2018.

The Dual-Sport Ride is not a competition; it is an event that allows a limited number of riders to utilize a mixture of public roads, paved and unpaved roads, as well as off-road trails located on private property. Participants are required to have licensed street-legal light weight dirt bikes. They will follow an organized and mapped on- and off-road trail ride. There are many connecting points to stop for gas, snacks, and restrooms. In 2016-2018, the events were 1 day, but after 2018, they may be a 2-day event.

Commercial or club use of trails on private property triggers the need for a CUP. All property owners with off-road trails proposed for use in this event have signed waivers authorizing Scott Freier and Valley Springs Motorcycle Club to act as their agent through this CUP process and to allow event participants to drive off-road through their property.

### **Issues Pertaining to the Request:**

- The private property utilized for this event is located in the following:
  - Section 34 in the Town of El Paso;
  - Sections 9, 10, 14, 15, 16, 21, 28, 29 & 33 in the Town of Hartland;
  - Sections 4 & 5 in the Town of Isabelle;
  - Sections 3, 4, 6, 9, 10, 16 & 21 in the Town of Salem;
  - Sections 2 & 3 in the Town of Trenton; and
  - Sections 20, 21, 22, 27 & 28 in the Town of Trimbelle, Pierce County, WI.
- The properties are in the Agriculture Residential, Commercial, General Rural, General Rural Flexible and Primary Agricultural zoning districts.
- The number of participants is limited and will not exceed 200.
- The riders are released in groups of ~10 with 15-minute intervals. The route is 100-200 miles within Pierce County that will be provided on a route map and GPS.
- In case a dual-sport dirt bike breaks down, the club will have two truck and trailers available for pick-up and transportation.
- The 2016 event started and ended at the Gas-Lite, where camping was available. The Department did not receive any complaints regarding the campground. When camping is allowed by the Gas-Lite owner, camping is limited to day prior and day after the event. The Gas-Lite property has dual zoning. The commercial establishment is zoned Commercial. The surrounding property is zoned Primary Agriculture. Camping on the property zoned Primary Agriculture has occurred for various events as part of the commercial operation dating back many years.

- The events from 2017 - 2020 started and ended at the Pierce County Fair Grounds, where camping was also available. The Pierce County Fair Grounds are located within the Village of Ellsworth, so doesn't fall within our regulation jurisdiction.
- The applicants should contact the Department of Public Health to comply with their regulations, licenses, and/or permits regarding any temporary event food service or any special event camping that is proposed for this event.
- The applicants do not plan to have any advertising signs. The off-road trails will be marked for riders. They do have advertising on their club website.
- The certificate of liability insurance was submitted and dated 6/30/2020. Each individual participating in the event will be required to sign a "Release and waiver of liability, assumption of risk, and indemnity agreement."
- The sheriff's department and the area ambulance services will be notified and requested to be on stand-by.
- The more recent events took place on 7/20/2019 and 7/25/2020.
- The Town Chair for El Paso, Hartland, Isabelle, Salem, Trenton, and Trimbelle indicated no issues or complaints were reported within the last two years.
- The existing conditions are:
  1. Activities shall be conducted as submitted in the application and as presented to the LMC, unless modified by another condition of this CUP.
  2. Applicant shall also comply with all relevant local and state ordinances and regulations and secure all necessary permits and licenses (e.g. Dept. SPS, Department of Public Health)
  3. The dual-sport event may be held annually. The event shall not exceed two (2)-days in duration. Staff shall be contacted regarding any modifications to approved plans or any change in properties to be utilized for off road activities, to determine if a new CUP is necessary.
  4. Hours of operation shall be 8 a.m. to 6 p.m., or as otherwise established by the LMC.
  5. Emergency services (Sheriff's Dept. and EMS) shall be given adequate notice of event and route.
  6. Any advertising signs shall comply with the zoning code standards and any necessary permits shall be secured prior to sign installation on property.
  7. A copy of the insurance and any changes to the insurance shall be submitted to the Land Management Department.
  8. Camping shall be limited to the Gas-Lite property, contingent on owner approval.
  9. The CUP shall expire in 2 years.
  10. Applicant understands that expansion or intensification of this use may require modification to this conditional use permit, or potentially, the issuance of a new conditional use permit.
  11. Applicant shall notify towns and the Land Management Department of future events.

**Recommendation:**

Staff recommends the Land Management Committee consider whether the current conditions remain adequate to protect the public health, safety and character of the surrounding area. If determined to be appropriate, staff recommends the LMC renew this conditional use permit with the following conditions, as well as any additional conditions deemed appropriate (proposed additions are in **bold**, proposed deletions are ~~struck through~~):

Applicant: Valley Springs Motorcycle Club  
August 5, 2020  
CUP Outdoor Rec. Use – Dual Sport Ride

1. Activities shall be conducted as submitted in the application and as presented to the LMC, unless modified by another condition of this CUP.
2. Applicant shall also comply with all relevant local and state ordinances and regulations and secure all necessary permits and licenses (e.g. Dept. SPS, Department of Public Health)
3. The dual-sport event may be held annually. The event shall not exceed two (2)-days in duration. Staff shall be contacted regarding any modifications to approved plans or any change in properties to be utilized for off road activities, to determine if a new CUP is necessary.
4. Hours of operation shall be 8 a.m. to 6 p.m., or as otherwise established by the LMC.
5. Emergency services (Sheriff's Dept. and EMS) shall be given adequate notice of event and route.
6. Any advertising signs shall comply with the zoning code standards and any necessary permits shall be secured prior to sign installation on property.
7. A copy of the insurance and any changes to the insurance shall be submitted to the Land Management Department.
8. Camping shall be limited to ~~the Gas-Lite property, contingent on owner approval.~~ **approved campground sites.**
9. The CUP shall expire in 2 years.
10. Applicant understands that expansion or intensification of this use may require modification to this conditional use permit, or potentially, the issuance of a new conditional use permit.
11. Applicant shall notify towns and the Land Management Department of future events.

**Submitted By:** Emily Lund  
Assistant Zoning Administrator

# Land Management Committee

Valley Springs Motorcycle Club LLC  
(August 5, 2020)

CUP renewal -  
Private Outdoor Rec. Use  
Dual-Sport Ride

## Legend

Valley Springs Road Routes



Valley Springs Off-Road Prop.



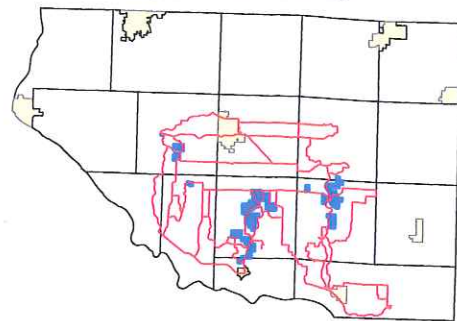
US Highway

State Highway

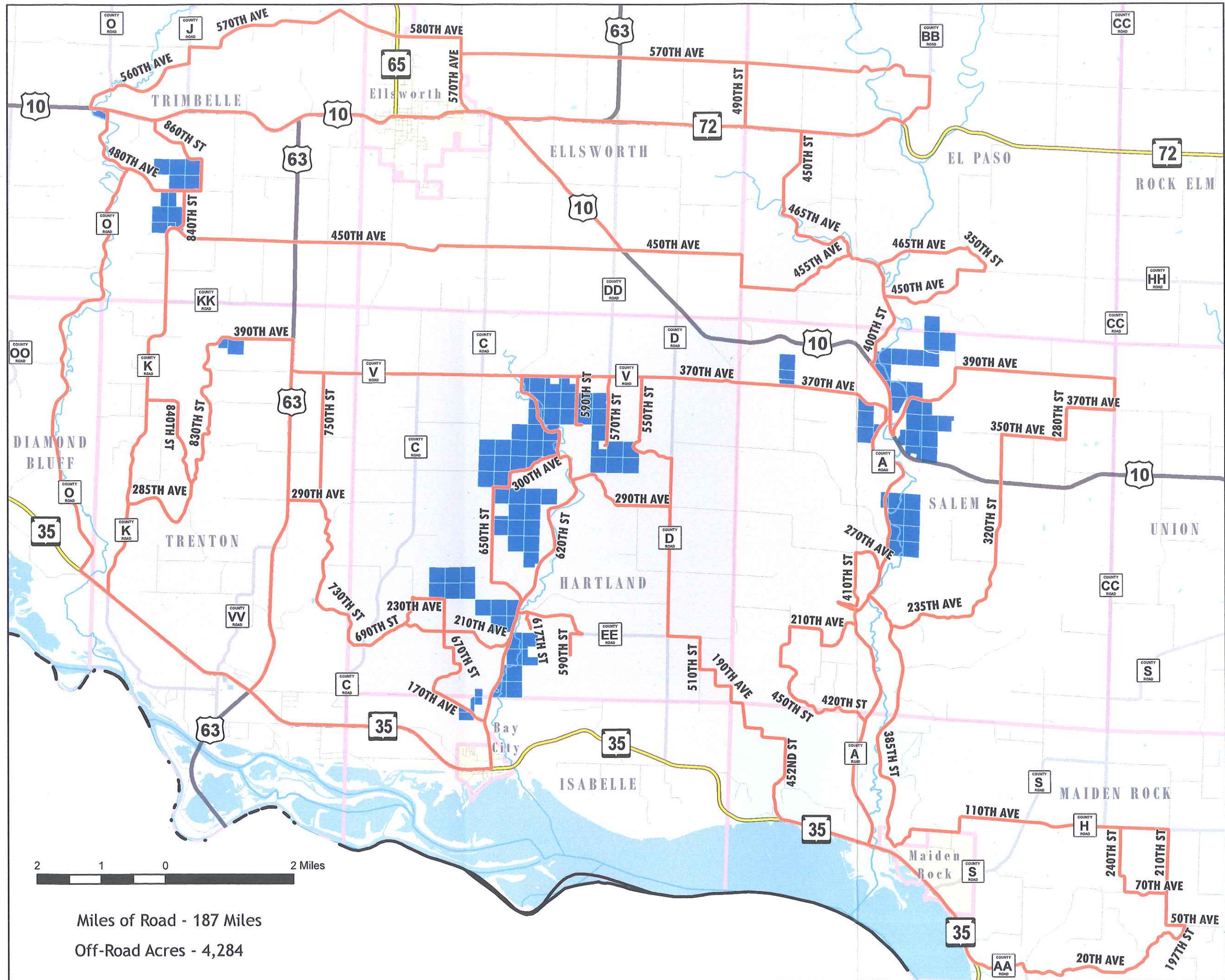
County Road

Township Road

## Overview Map



Pierce County, WI



Miles of Road - 187 Miles

Off-Road Acres - 4,284



# STAFF REPORT LAND MANAGEMENT COMMITTEE

Land Management Committee Meeting,

August 5, 2020

Agenda Item 6

**Applicant:** Cory & Gena Huppert (owners) and Dan Kugel (agent)

**Request:** Preliminary plat approval for Hidden Hills of the Kinni Phase 2.

**Background:** On 1/2/2019, the LMC approved the Hidden Hills of the Kinni concept plan for 33 lots on 165.05-acres. The LMC approved the preliminary plat on 7/3/2019 and final plat on 1/15/2020 for 13 lots. The applicants are now requesting preliminary plat approval for Hidden Hills of the Kinni Phase 2 for 20 lots.

## Issues Pertaining to the Request:

- The property is located in part of the NE  $\frac{1}{4}$  of the SE  $\frac{1}{4}$ , the E  $\frac{1}{2}$  of the NE  $\frac{1}{4}$ , and the SW  $\frac{1}{4}$  of the NE  $\frac{1}{4}$  all in Sec. 9, T27N, R19W in the Town of Clifton, Pierce County, Wisconsin.
- The owners have 165.05-acres zoned GRF-8 that allows for the creation of 33 lots. Phase 1 created 13 lots and this second phase proposes the remaining 20 lots.
- Cedar Corporation reviewed the Storm Water & Erosion Control Plan on behalf of the Land Conservation Department. On 2-27-2020, the Land Conservation Committee recommended conditional approval of Phase 2 storm water and erosion control plans to the Land Management Committee with the following conditions:
  1. A construction timeline is provided to Pierce County Land Conservation Department. *Land Conservation Staff shall be contacted when construction begins.*
  2. Any changes or modifications to the original storm water and erosion control plans (dated 5-29-2019) and were approved in June 2019 Land Conservation Committee meeting, must be submitted to Land Conservation Department prior to construction.
  3. Storm water and erosion control fees are received by Land Conservation department (per Ordinance 4-10, July 2004). *Phase 2 fees paid were paid on 2/18/2020.*
- Pierce County Code § 237-17C.(4) states, “Before preliminary plat may be approved by the Land Management Committee, it shall be referred to the Land Conservation Department and Committee for review of its erosion control plan, upon whose written comments the Committee shall condition and accept or, where insufficient, reject a preliminary plat as submitted.”
- Drainage easements are delineated between Lots 14-15, Lots 15-17, Lots 18-20, Lot 27, and Lot 29-30.
- This project’s construction site activities are regulated by the WI DNR per chapters NR 151 and 216, Wis. Admin. Code, and ch. NR 283, Wis. Stats. The WPDES and NOI was conditionally approved as Permit No. WI-S067831-05, WDNR Site No. (FIN) 70258 titled Hidden Hills of the Kinni – Phase 2 on 2-24-2020 and expires 3 years from the start date.
- The WI Dept. of Administration – Plat Review does not object to this preliminary plat and certifies it as complying with requirements of § 236.16 and § 236.20, Wis. Statutes as stated in their letter dated 3/22/2020.
- The estimated the cost of installing erosion control measures to be \$30,650. An irrevocable letter of credit in the amount of 200% (or \$61,300) of the estimated cost of installing and maintaining erosion control measures was submitted on 7/7/2020. The irrevocable letter of credit is currently being reviewed by the

Applicant: Cory & Gena Huppert  
Hidden Hills of the Kinni Phase 2 - Preliminary Plat  
August 5, 2020

Pierce County Corporation Council. The document shall be approved by the Pierce County Corporation Council and shall be renewed if the erosion control measures are not completed.

- Proposed lots meet the slope and frontage requirements.
- Preliminary soil borings were evaluated by MaryJo Huppert on 12/16/2019.
- The covenants were recorded on 1/28/2020 as Document No. 590485 for both phases of the plat.
- Per §237-17B(3), staff reviewed if the land was subject to any hazards to life, health, or property; no such hazards were found.
- Traffic control signs and uniform road numbering signs shall be installed at the intersections of 817<sup>th</sup> Ave & 1100<sup>th</sup> St.
- All parcels meet the Town of Clifton 3-acre minimum lot size. The Clifton Town Board approved the preliminary plat of Hidden Hills of the Kinni Phase 2 on 2/17/2020. A Developer's Agreement between the applicants and the Town of Clifton was signed and recorded on 2/4/2020 as Document No. 590700 and covers both phases of the plat.
- Pierce County plat review fees in the amount of \$3,000 have not been paid.

**Staff Recommendation:**

Staff recommends the Land Management Committee to approve this request for preliminary plat approval with the following conditions:

1. All conditions of preliminary plat approval shall be met prior to construction and installation of roads or erosion control measures.
2. Roads shall be built to Town of Clifton Town Road Standards prior to final plat approval. The Town Engineer shall be involved with the Town Road review and approval.
3. All conditions recommended by the Pierce County Land Conservation Department and Committee shall be met (1-2). Land Conservation Staff shall be contacted when construction begins.
4. Erosion control measures shall be installed according to approved plans and associated conditions, and the site stabilized, to the satisfaction of the Land Conservation Department, prior to final plat approval. Applicant understands that final plat approval will not be granted until the Department of Land Management is notified by the Land Conservation Department, in writing, that the project is eligible for final plat approval.
5. A statement of completion that is signed and stamped by a certified professional engineer that the erosion control and storm water measures have been installed according to approved plans shall be submitted. Any deviation from approved plans shall be noted on as-built plans that shall be submitted with the statement of completion. Any issues requiring follow-up (punch list) should be listed along with a proposed schedule for completion.
6. Applicant agrees that any unforeseen erosion issues that arise during construction will be addressed to the satisfaction of the county.

Applicant: Cory & Gena Huppert  
Hidden Hills of the Kinni Phase 2 - Preliminary Plat  
August 5, 2020

7. The irrevocable letter of credit in the amount of 200% (or \$61,300) of the estimated cost of installing and maintaining erosion control measures that was submitted shall be reviewed and approved by Corporation Counsel. The letter shall be renewed if the erosion control measures are not completed.
8. The review fees in the amount of \$3,000 shall be paid to the Land Management Department.
9. Traffic control signs and uniform road numbering signs shall be installed at the intersections of 817<sup>th</sup> Ave & 1100<sup>th</sup> St.
10. Applicant shall obtain all necessary sign permits (i.e. temporary new development signs; on-site construction signs; on-premises residential neighborhood signs).




**Submitted By:** Emily Lund  
Assistant Zoning Administrator

# Land Management Committee





Cory & Gena Huppert  
(August 5, 2020)

## Preliminary Plat for Hidden Hills of the Kinni Phase 2

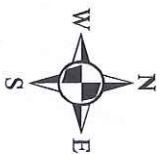
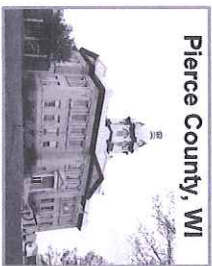
### Legend

-  Dwellings
-  Plan Site
-  New Lots

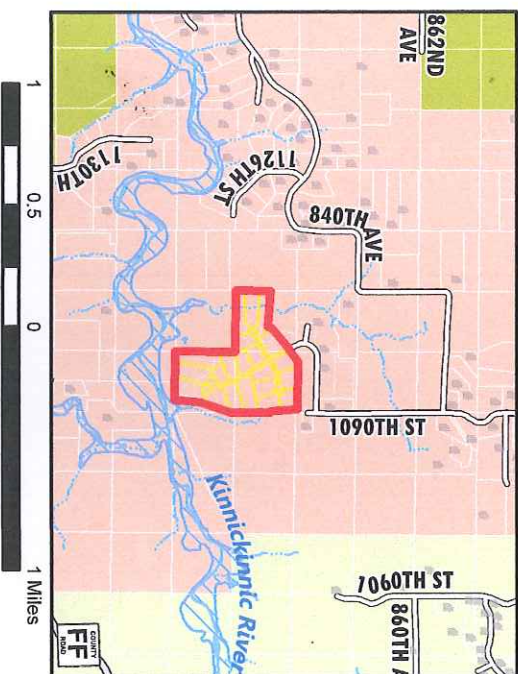
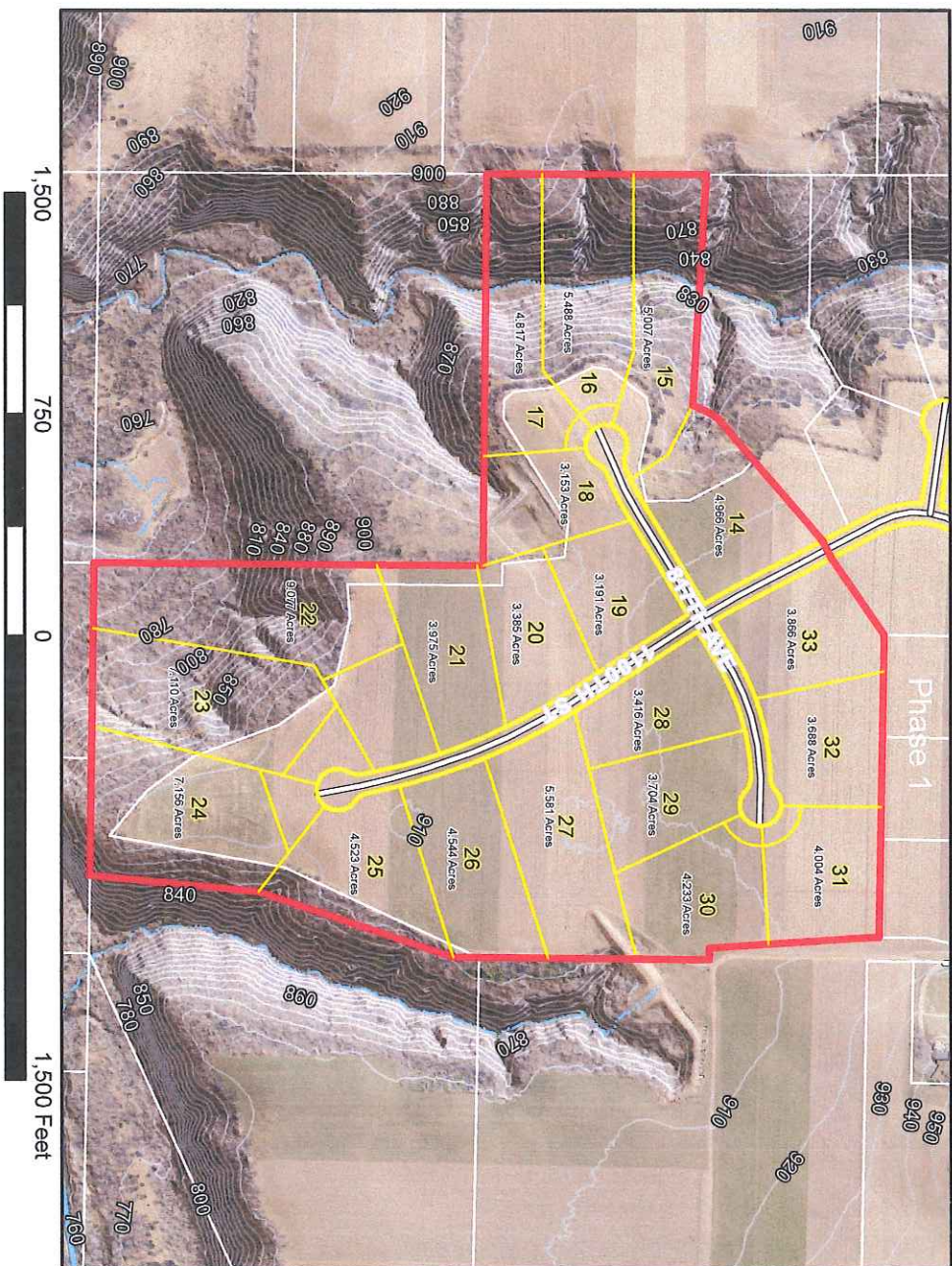
### Zoning

-  General Rural Flexible - 8
-  Primary Agriculture
-  River Falls ETZ
-  100 Yr Floodway/  
No Base Elev. Det

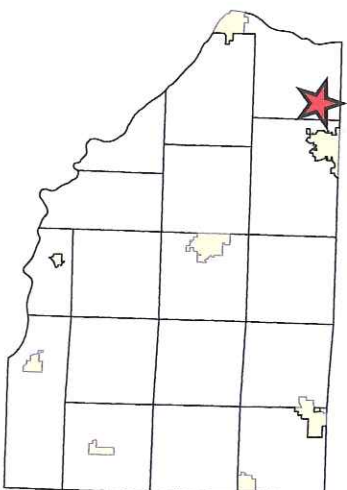
Orthophotography - 2015 Pierce County















Prepared by the Department of Land Management



**Site Location**  
TWN: 27 RNG: 19 SEC: 9  
Town of Clifton



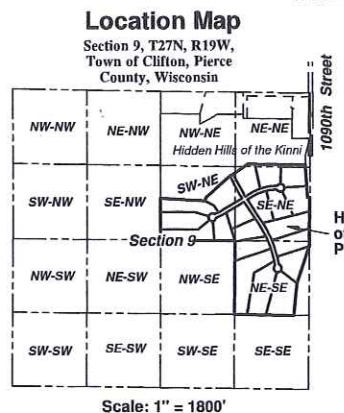
N 1/4 Corner  
Section 9  
T27N, R19W

- Legend**
-  County Section Corner Monument, found (Aluminum Cap unless otherwise noted).
  -  1 1/4" (o.d.) iron pipe, found.
  -  2 3/8" (o.d.) iron pipe, found.
  -  2 3/8" (o.d.) x 18" iron pipe weighing 3.65 lbs./linear foot, set.
  -  1 1/4" (o.d.) x 18" iron pipe weighing 1.68 lbs./linear foot set at all other lot and outlot corners.
  -  Existing ground contours.
  -  10' wide utility easement.
  -  Soil borings performed by Mary Jo Huppert on December 14, 2018.
  -  Drainage easement (see Note #2).
  -  12% Slope Line.
  -  20% Slope Line.
  -  Centerline of dry run/ravine (shown as an intermittent stream on the Wisconsin Department of Natural Resources Surface Water Data Viewer website).

- Notes**
1. All roads within this subdivision are to be dedicated to the public.
  2. Filling, grading or structures that would alter storm water runoff are prohibited within all drainage easements.
  3. No land disturbance is allowed on Lots 15, 16 and 17 (West of the Drainage Easement for said lots) without approval from the Pierce County Land Conservation Department.



*Daniel P. Kugel*  
Date: 1-10-2020  
Revised: 2-20-2020  
Job No. 18-3457



Hidden Hills of the Kinni Phase 2

Current Owner: Thomas Kusilek  
Current Land Use: Agricultural/Wooded  
Current Zoning: GRF-8

Unplatted Land

Current Owner: Thomas Kusilek  
Current Land Use: Agricultural/Wooded  
Current Zoning: GRF-8

# Preliminary Plat of Hidden Hills of the Kinni Phase 2

Located in the NE 1/4 of the SE 1/4, the NE 1/4 of the NE 1/4, the SE 1/4 of the NE 1/4 and the SW 1/4 of the NE 1/4, all in Section 9, T27N, R19W, Town of Clifton, Pierce County, Wisconsin.

**OGDEN ENGINEERING CO.**  
Civil Engineering & Land Surveying  
1234 S. Wasson Lane, River Falls, WI 54022  
(715) 425-7631

**Owners:**  
Cory and Gena Huppert  
W9331 460th Avenue  
Hager City, WI 54014

**Surveyor:**  
Daniel P. Kugel  
Ogden Engineering Co.  
1234 S. Wasson Lane  
River Falls, WI 54022



North line of the NE 1/4  
North line of the SW 1/4 - NE 1/4  
North line of the SE 1/4 - NE 1/4  
East line of the SW 1/4 - NE 1/4

Current Owner:  
Gregory Erickson  
Current Land Use: Wooded  
Current Zoning: GRF-8

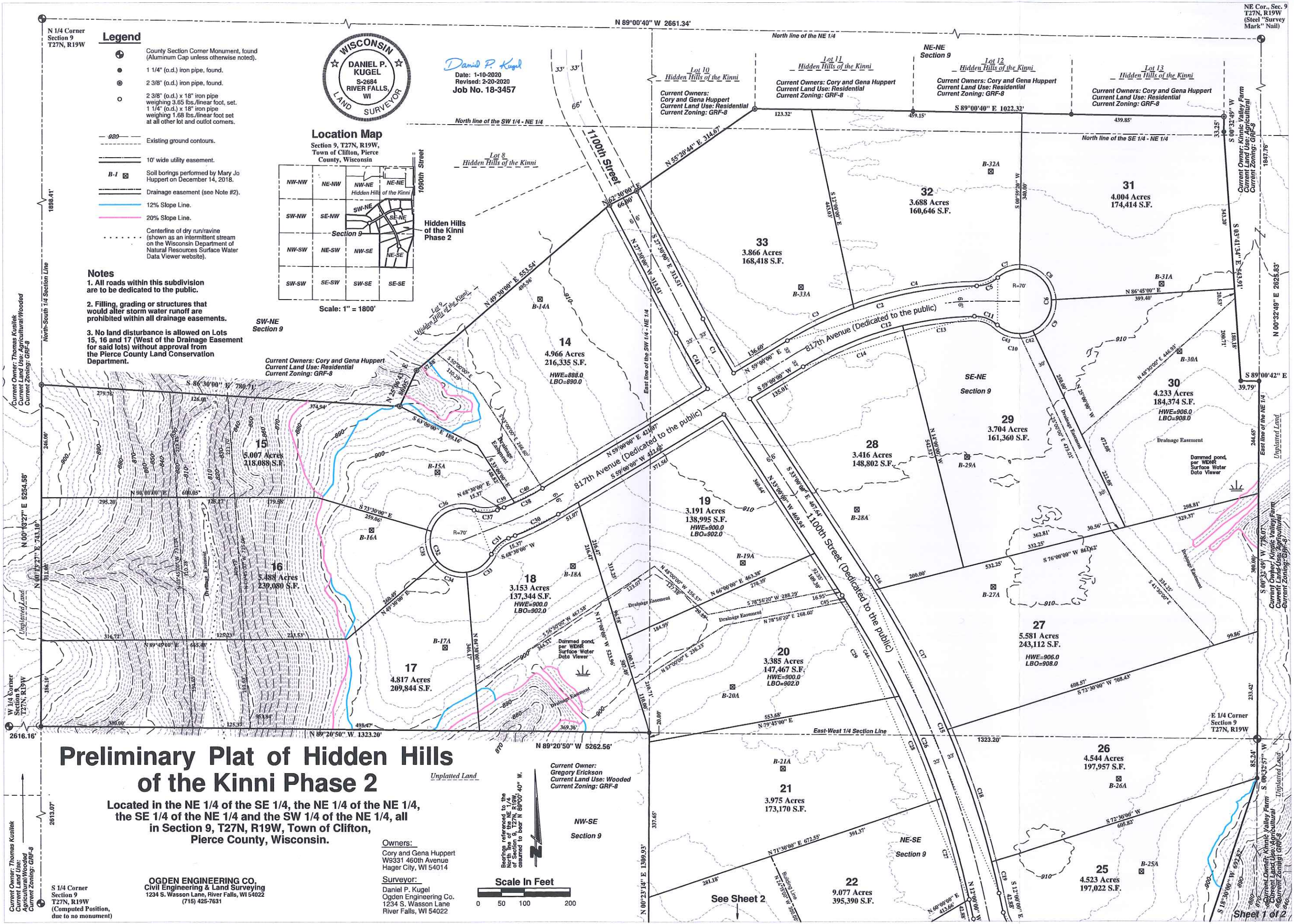
NW-SE  
Section 9

See Sheet 2

NE Cor., Sec. 9  
T27N, R19W  
(Steel "Survey Mark" Nail)

Current Owner: Kinnie Valley Farm  
Current Land Use: Agricultural  
Current Zoning: GRF-8

Current Owner: Kinnie Valley Farm  
Current Land Use: Agricultural  
Current Zoning: GRF-8





# STAFF REPORT    LAND MANAGEMENT COMMITTEE

Land Management Committee Meeting, August 5, 2020

Agenda Item 7

**Applicant:** William Holst

**Request:** Conditional Use Permit Renewal for Nonmetallic Mining

## **Background:**

The applicant received a conditional use permit (CUP) for nonmetallic mining to expand an existing mining operation on September 3, 2014. A screening plan was presented and approved by the LMC in March, 2015. The screening plan and operation were again discussed in May 2015 and a modification made to the screening plan relating to tree height.

The expanded area is approximately 22 acres and the area to be mined is approximately 20 acres. The applicant anticipates that it will take many years, up to 50, to extract all of the material in the newly permitted area. The adjoining pre-existing nonconforming mine has 110 open acres.

## **Issues Pertaining to the Request:**

- The property is located in the N ½ of the SE ¼ of Section 33, T25N, R18W in the Town of Trenton. The property is zoned Industrial and General Rural Flexible. Access to the site is off 830<sup>th</sup> St.
- Surrounding uses include mining, agriculture, industrial uses and higher-density residential. The applicant owns a farm site on the property. The structures will be demolished when the rental agreement expires.
- There will be no blasting or chemicals used, and extraction will be done with frontend-loaders. The mined materials will be hauled north to the pre-existing nonconforming mine for processing. Processing will include crushing, screening, sorting, grading and blending with use of conveyors, screeners, stackers and other equipment.
- All washing of the sand will take place in the pre-existing nonconforming mine. Washing will be needed to remove fines and will use an existing high capacity well.
- Servicing and fueling of equipment will take place in the pre-existing nonconforming mine.
- Extractions will go approximately 40 feet below the existing grade. This will result in the floor of the pit being at an elevation of 712', which is only a few feet above the water table. Ground water has been encountered in the adjoining mine.
- When most of the mineral deposit above the water table has been removed, the applicant will explore the possibility of mining below the water table. This decision will need to be made at a future time. The applicant cannot determine if mining will below the water table will be economically feasible many years into the future.
- The entire site is internally drained.
- The reclamation plan states that the proposed post-mining land use will be industrial uses, which is consistent with the current zoning district.
- A portion of the site is cataloged as an archeological site. The applicant is working with the State Archeologist on this issue.
- The required Groundwater Response Plan has been received. It details measures taken to protect the groundwater beneath and adjacent to the extraction operation. A Storm Water Pollution Prevention Plan and a Spill Prevention, Control and Countermeasures Plan are not required for this site by the DNR.

Applicant: Holst  
CUP – Mining Renewal  
August 5, 2020

- The last well tests were submitted for 2018. The levels are consistent with those received in 2015. Some of the properties exceed EPA levels for nitrates. The area is known for having high nitrates. No tests were submitted for 2019. Tests for 2020 are currently being completed. The applicant has previously requested removing the well test requirements.
- The Town of Trenton chairperson was contacted regarding this this renewal. At this time staff has not received any comments or concerns.
- The existing conditions are:
  1. Activities shall be conducted consistent with the application unless modified by another condition of approval.
  2. Applicant shall follow all recommendations and receive all necessary permits from WI DNR, Department of Safety and Professional Services, MSHA and other agencies if required.
  3. Prior to extraction of any material from below the water table the applicant shall present proposed plans to the LMC for review and approval.
  4. Applicant agrees that any erosion issues that arise shall be addressed to the satisfaction of the county.
  5. A 100-foot buffer shall be maintained from the active mining to the property boundaries. A 200-foot buffer shall be maintained around existing offsite residences.
  6. Hours of operation within areas zoned General Rural Flexible (GRF) shall be limited to 6 a.m. to 7 p.m. Monday through Friday.
  7. Testing of the wells on properties within 1000' of mining activity shall be comprehensively tested, including for suspended solids, nitrates and dissolved solids and chlorides, annually. Base line data shall be obtained prior to mineral extraction. Test results and the base line data tests shall be provided to the Department of Land Management.
  8. Applicant shall obtain all necessary permits for structures, signs, or activities not discussed in this plan from the Zoning Office.
  9. Any lighting shall comply with the Land Management Department Policy.
  10. Applicant understands that any intensification or expansion of the use will require the issuance of a new Conditional Use Permit.
  11. This permit shall expire in two years.

Following discussion with Legal Counsel, staff is also recommending the removal of Condition #2. This condition, in essence, requires the Land Management Department and Committee to enforce local and/or state ordinances and regulations that they have no control over. With that condition in place, an applicants' failure to comply with, or dispute about the administration of, another agency's ordinance or licensing requirements could require the LMC to revoke their CUP. All local or state ordinances contain penalty provisions relating to noncompliance with that ordinance or rule. Given this, it is not necessary for the LMC to tie CUPs to compliance with other agencies rules and regulations. Removal of this condition would not excuse an applicant from the need to obtain all necessary permits and approvals; it simply removes the Land Management Committee from enforcing them.

### **Recommendation:**

Staff recommends the Land Management Committee consider whether the current conditions remain adequate to protect the public health, safety and character of the surrounding area; if so, staff recommends the LMC renew this conditional use permit with the following conditions, as well as any additional conditions deemed appropriate:



Applicant: Holst  
CUP – Mining Renewal  
August 5, 2020

1. Activities shall be conducted consistent with the application unless modified by another condition of approval.
2. Prior to extraction of any material from below the water table the applicant shall present proposed plans to the LMC for review and approval.
3. Applicant agrees that any erosion issues that arise shall be addressed to the satisfaction of the county.
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6. Testing of the wells on properties within 1000' of mining activity shall be comprehensively tested, including for suspended solids, nitrates and dissolved solids and chlorides, annually. Base line data shall be obtained prior to mineral extraction. Test results and the base line data tests shall be provided to the Department of Land Management.
7. Applicant shall obtain all necessary permits for structures, signs, or activities not discussed in this plan from the Zoning Office.
8. Any lighting shall comply with the Land Management Department Policy.
9. Applicant understands that any intensification or expansion of the use will require the issuance of a new Conditional Use Permit.
10. This permit shall expire in two years.


**Submitted By:** Brad Roy, Zoning Administrator

# Land Management Committee






William Holst III  
(August 5, 2020)

**CUP - Non-Metallic Mining Renewal**

## Legend

-  Dwellings
-  Holst CUP
-  Parcels

## Zoning

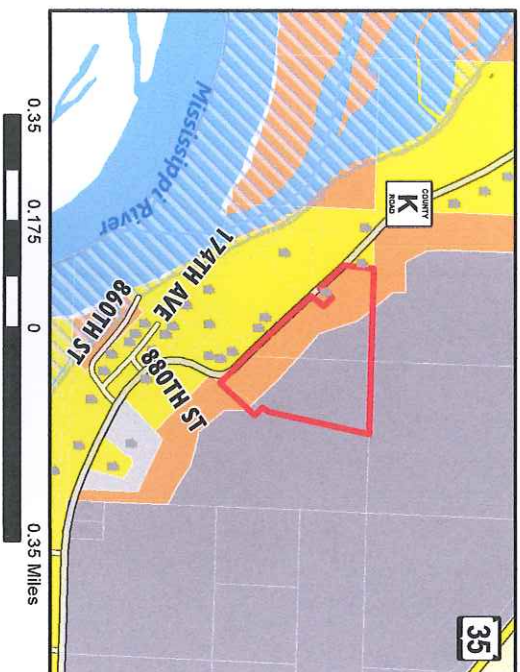
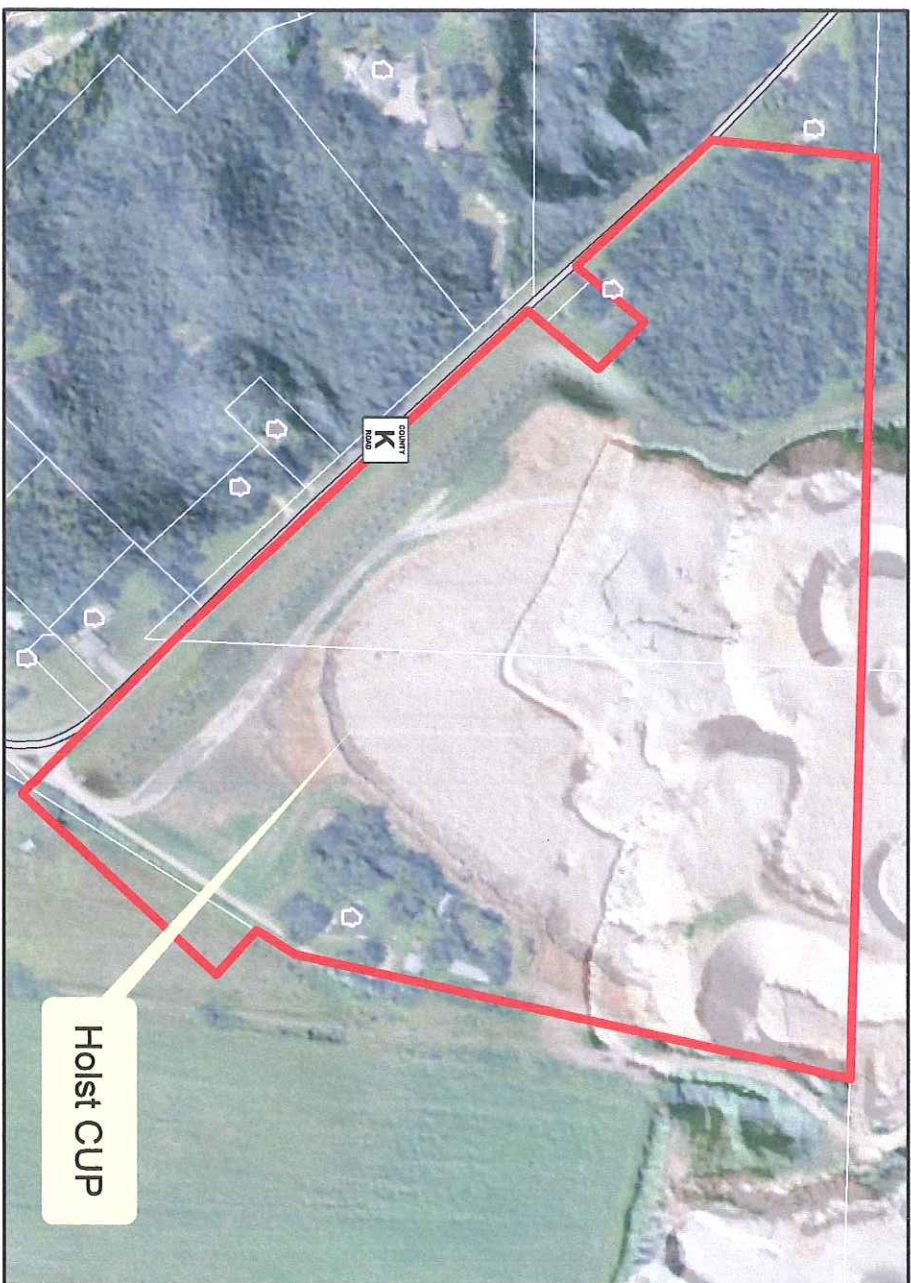
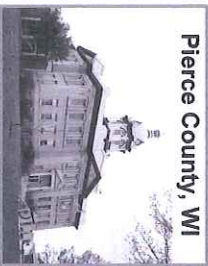
-  General Rural Flexible
-  Industrial
-  Light - Industrial
-  Rural Residential - 20
-  Rural Residential - 8

## Flood Hazard Zones

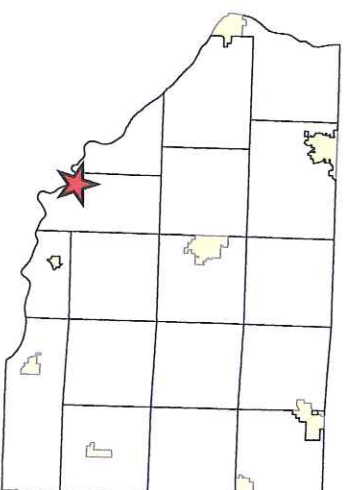
-  100 Yr Floodway/  
Base Elev. Det.

Orthophotography - 2018 USGS NAIP

Pierce County, WI



**Site Location**  
N1806 CNTY RD K  
Town of Trenton



# STAFF REPORT LAND MANAGEMENT COMMITTEE

Land Management Committee Meeting, August 5, 2020

Agenda Item 8

**Applicant:** William Holst

**Request:** Renewal of Conditional Use Permit for a Heavy Industrial Use (Sand Processing and Rail Load-Out Facility)

## **Background:**

In 2012, WISC obtained a permit for a Mineral Processing and Rail Load-Out Facility in the Town of Trenton. The permit was valid for two years and could be administratively renewed. In 2014, WISC presented staff with information which demonstrated that they had taken action to establish the use without actually constructing the facility. Staff renewed the permit administratively for another two years. Prior to the 2016 renewal, WISC indicated that it no longer has any intention of constructing a processing and rail load-out facility on the site.

The property owner, William F. Holst III, has proposed to establish a mineral processing and rail load-out facility on the site utilizing the existing Conditional Use Permit, as a CUP typically runs with the land versus with the agent or operator.

## **Issues Pertaining to the Request:**

- The property is located in Sections 28, 33, and 34, T25N, R18W in the Town of Trenton. The property is zoned Industrial.
- Adjacent land uses are nonmetallic mining to the east and west, residential to the north across Hwy. 35 and agriculture to the south. High density residential, Rural Residential 20 District, is located near the proposed site approximately one-half mile to the south.
- Since the last renewal the applicant has continued to work with the BNSF Railroad on the design of the rail sidings. The applicant has tentative approval, but additional engineering is required before final approval.
- The first structure to be constructed are four rail sidings, one to connect to the main line and three others for the loading of rail cars, as well as a structure for loading dry sand onto the rail cars. Future plans call for the construction of a wash plant and dry plant.
- The facility would receive, wash, dry, screen silica sand for shipment and is proposed to operate 24 hours a day, seven days a week.
- A new Traffic Impact Analysis (TIA) will be needed to determine if any road improvements are required.
- The proposal states that outbound rail shipments will average 200 cars per week. Loading trucks for shipment will consist of a conveyor and a hopper. Truck shipments are secondary and will be predominantly local.
- Unsalable product would be used for mine reclamation.

- The plan requires two high-capacity wells. The water will be used to wash the sand and remove the clay and silt-sized particles. The wash water will be recycled using a closed-loop sand dewatering system, ponds, pumps and pipes.
  - The WDNR permits high capacity wells. Any new high capacity well application is required to face an environmental review.
  - The aquifer used for the high capacity wells will not be the same one used for the existing residential and agricultural wells in the area.
  - One potable water supply well will also be needed on the site.
- WDNR regulates and monitors storm water and process water through the WPDES Permits. The applicant will work with the DNR to determine the need for a WPDES Permit.
- Operation of the proposed plant will necessitate the development and implementation of a Storm Water Pollution Prevention Plan and a Spill Pollution Control and Countermeasures Plan. These plans will identify potential sources of stormwater pollution and spills of oil-related materials and other chemical, and establish controls to minimize any potential impacts to surface waters.
- A Fugitive Dust Plan will need to be developed for the facility. The submitted plan outlines various methods for dust suppression on the site.
  - All loaded trucks will be tarped on the site.
  - The drying, screening and loadout process will be equipped with a dust collection system.
  - Pavement and recycled asphalt for high traffic areas with the use of a watering truck or settling product.
  - Piles will be watered as needed.
- The WDNR Bureau of Air Management permits and monitors emissions of nonmetallic mining and processing operations. Their jurisdiction ranges from extraction to shipment.
- The applicant is proposing various practices to limit the noise onsite.
  - Loaded trucks entering the site will unload in a continuous forward path to eliminate backup alarms.
  - All equipment owned by WISC will utilize a “hissing” backup alarm instead of a “beep.” Per MSHA regulations the backup alarms must be louder than other ambient noise.
  - The site will have a trackmobile which will reduce the noise from moving the rail cars.
- A maintenance building and office will be built with potable water and septic system for employees and visitors.
- Staff received several concerns from nearby residents when the original facility was proposed.
- The Town of Trenton recommended approval of the original proposal on May 9, 2012 without reference to the Town Comprehensive Plan and with the following recommendations:
  - Extend berm on Hwy 35 and include trees on top.
  - Lights shall be adjusted away from residences.
  - Noise controls shall be implemented.
  - Berm shall be constructed along County Road K to block view of the railroad.
  - All rail cars shall be behind the berm on Hwy 35.

Applicant: Holst  
Conditional Use Permit for Heavy Industrial Use  
August 5, 2020

- Trucks shall have a drive-through unload to avoid back-up alarms.
- The existing conditions are:
  1. Activities shall be conducted consistent with the submitted plan.
  2. Applicant shall follow all recommendations and receive all necessary permits from WI DNR, Department of Safety and Professional Services, MSHA and other agencies if required.
  3. Applicant shall obtain all necessary permits for structures or signs not discussed in this plan from the Zoning Office.
  4. Applicant agrees that any erosion issues that arise shall be addressed to the satisfaction of the county.
  5. Applicant shall be subject to control methods deemed adequate by the LMC for silica emissions if current or future studies suggest a significant public health threat exists.
  6. Any polyacrylamide flocculants must be used consistent with WI DNR permits.
  7. The Fugitive Dust Plan shall include dust suppression methods for any stockpiled materials, at sand transfer points, and during instances exceptional events such as high winds.
  8. The operator shall provide notice to the County of any orders to cease and desist from MSHA.
  9. This permit shall expire in two years. A status report shall be made to the LMC in one year.
  10. The Town of Trenton's recommendations/comments shall be adhered to.
  11. Site plan approval and any potential height exemptions shall be obtained prior to any construction.
  12. Applicant shall present proposed plans to the Town of Trenton. Concerns raised by the Town can be addressed through site plan approval or as a modification to this permit.
  13. The applicant shall submit a Traffic Impact Analysis, or similar document, to the WisDOT and make any suggested road improvements.
  14. Any unforeseen impacts shall be addressed to the satisfaction of the County.

Following discussion with Legal Counsel, staff is also recommending the removal of Condition #2. This condition, in essence, requires the Land Management Department and Committee to enforce local and/or state ordinances and regulations that they have no control over. With that condition in place, an applicants' failure to comply with, or dispute about the administration of, another agency's ordinance or licensing requirements could require the LMC to revoke their CUP. All local or state ordinances contain penalty provisions relating to noncompliance with that ordinance or rule. Given this, it is not necessary for the LMC to tie CUPs to compliance with other agencies rules and regulations. Removal of this condition would not excuse an applicant from the need to obtain all necessary permits and approvals; it simply removes the Land Management Committee from enforcing them.

### **Recommendation:**

Staff recommends that the Land Management Committee consider whether established conditions are adequate to protect the public interest, public health and safety, and the character of the area and determine if any modifications are necessary. If no changes or additions are necessary, staff recommends that the LMC renew the CUP with the following conditions:

1. Activities shall be conducted consistent with the submitted plan.
2. Applicant shall obtain all necessary permits for structures or signs not discussed in this plan from the Zoning Office.
3. Applicant agrees that any erosion issues that arise shall be addressed to the satisfaction of the county.
4. Applicant shall be subject to control methods deemed adequate by the LMC for silica emissions if current or future studies suggest a significant public health threat exists.

Applicant: Holst  
Conditional Use Permit for Heavy Industrial Use  
August 5, 2020

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12. The applicant shall submit a Traffic Impact Analysis, or similar document, to the WisDOT and make any suggested road improvements.
13. Any unforeseen impacts shall be addressed to the satisfaction of the County.

**Submitted By:** Brad Roy, Zoning Administrator








# Land Management Committee

Sand Processing Facility  
 (August 5, 2020)  
**CUP - Renewal**

## Legend

-  Dwellings
-  Sand Processing CUP
-  Parcels

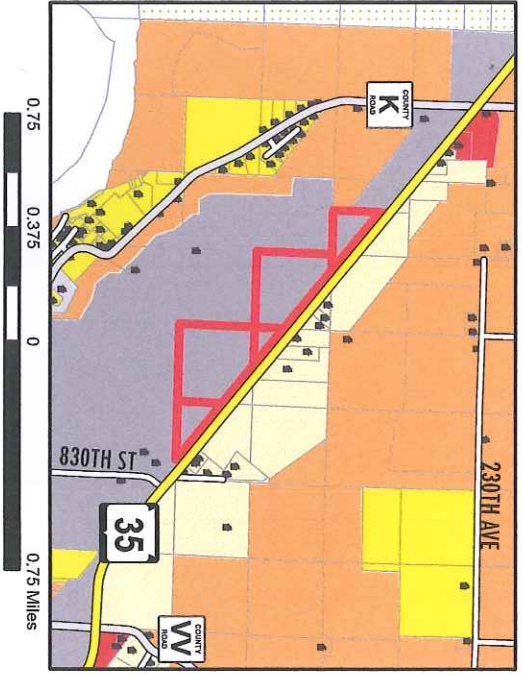
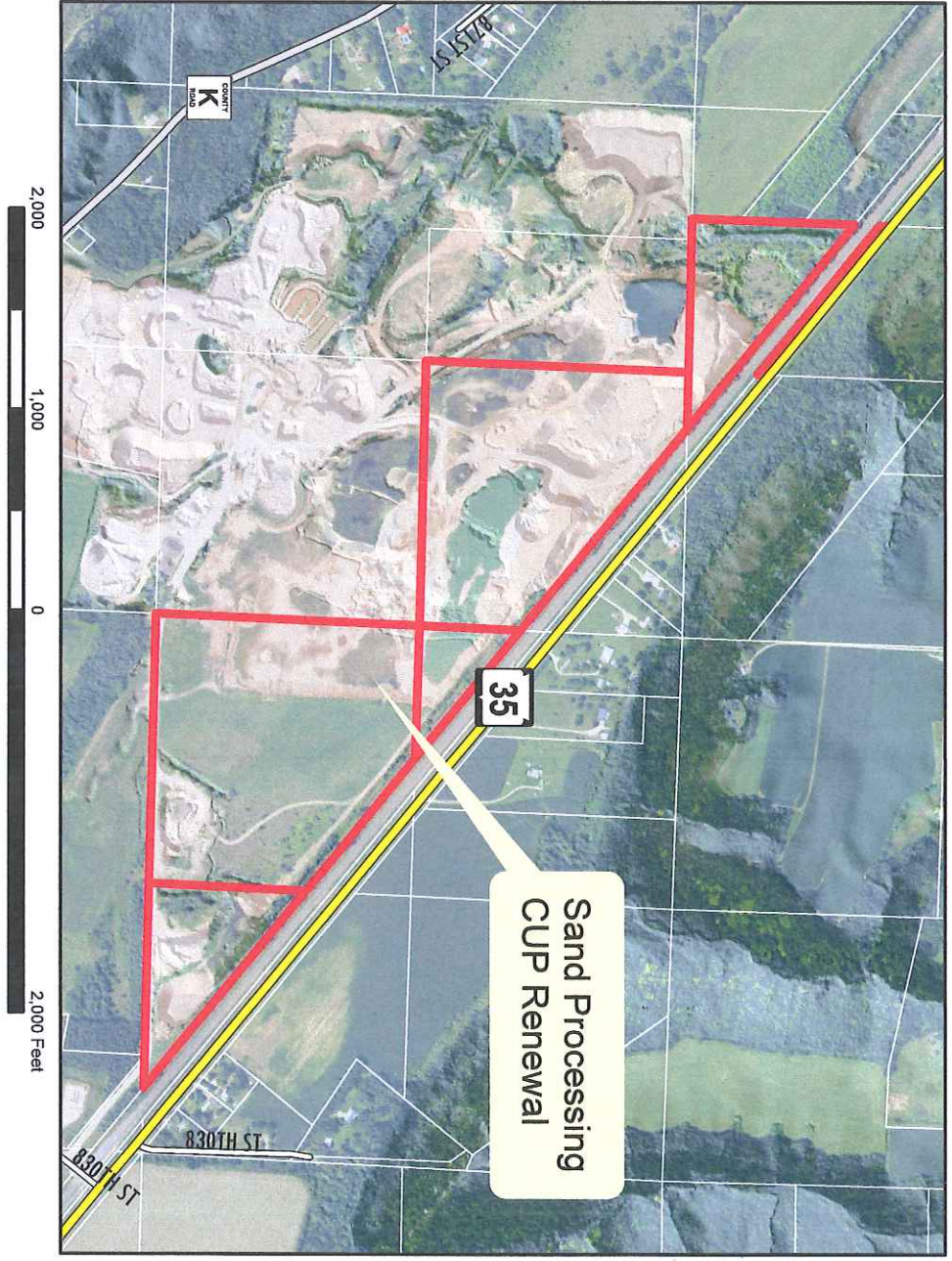
## Zoning

-  Agriculture - Residential
-  Commercial
-  General Rural Flexible
-  Industrial
-  Light - Industrial
-  Rural Residential - 20
-  Rural Residential - 8

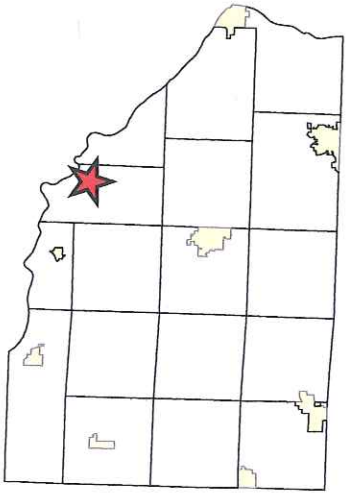
Orthophotography - 2018 NAIP (FSA)



Prepared by the Department of Land Management



**Site Location**  
 T25N R18W SEC 28, 33, 34  
 Town of Trenton



# 9

**PIERCE COUNTY WISCONSIN**  
**DEPARTMENT OF LAND MANAGEMENT & RECORDS**  
 Pierce County Courthouse  
 414 W. Main Street P.O. BOX 647  
 Ellsworth, Wisconsin 54011  
 ZONING OFFICE 715-273-6747  
 PLANNING OFFICE 715-273-6746  
 Fax: 715-273-6864



# MEMO

**To:** Land Management Committee  
**From:** Andy Pichotta, Director *AP*  
**Date:** August 5, 2020  
**Re:** Proposed 2021 Budget

Please find attached the proposed 2020 budget for the Department of Land Management and Records.

The following table summarizes the 2019 and proposed 2020 budgets.

Division	2020 Budget	2021 Proposed Budget	% Change
Planning	329,744	315,064	-4.5%
Zoning	308,688	312,939	1%
GIS	83,860	86,317	3%
Surveyor	121,445	122,196	1%
<b>Total</b>	<b>843,737</b>	<b>836,516</b>	<b>-1%</b>

**Planning Budget**

This budget decreased by approximately \$14,680 due to change in health insurance (family to single).

**Zoning Budget**

This budget increased by approximately \$4,251. Increases are due to increased personnel costs.

**Surveyor Budget**

This budget has increased by approximately \$751. This is due to an increase in personnel costs.

**GIS Budget**

This budget has increased by approximately \$2,457. This is due to an increase in personnel costs.



## Land Records Modernization Fund and Grants

Each county participating in Wisconsin's Land Information Program is able to retain a portion of the fees associated with the recording of documents in the Register of Deeds Office. These fees are placed into a Land Records Modernization Fund and are to be utilized to implement the County's Land Records Modernization Plan. Retained fees, when combined with available grant dollars typically result in \$100,000 being available each year for implementation of a county's Land Records Plan. For the last several years a Strategic Initiative Grant has also been available in the amount of \$50,000 per year. A Strategic Initiative Grant is anticipated to be again available for 2021, but likely for between \$35,000 and \$40,000.

The Land Information Council met on July 28th and recommended the following expenditures in 2021:

3,500.00	Parcels Updates/Changes
7,000.00	GIS maintenance/Data Updates
6,618.36	ArcGIS ESRI Annual Maintenance
3,485.00	Link (Prowest) Annual Maintenance
2,213.00	Pictometry License 50 and Public facing License
15,670	Temp Position in ROD (Land Records fund)
2,500.00	Scanning Old Plats (ROD)
600.00	Scanning Old City Maps (Treasurer)
75,480.00	6" Pictometry Oblique Flight

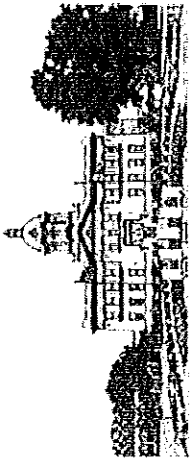
\$117,066 Total Potential Expenditure (Grants and Land Records Mod. Fund)

### Revenues

Revenues include land use permit fees, public hearing fees, sanitary and soil test review fees, GIS fees, CSM and plat review fees, Wisconsin Fund, etc. 2021 Revenues are expected to be similar to those projected for 2020.

# Department Proposed Budget Worksheet

## Budget Year 2021

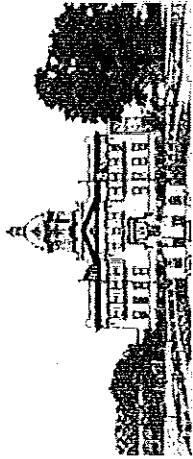


Account	Account Description	2019 Actual Amount	2020 Estimated Amount	2020 Adopted Budget	2021 Proposed (Dept)	Percentage Change	2022 Forecast	2023 Forecast
Fund 101 - General Fund								
	EXPENSE							
	Department 013 - LAND MANAGEMENT							
	Division 56300 - COUNTY PLANNER							
111	SALARIES PERMANENT REGULAR	216,237.16	221,070.00	221,070.00	224,749.00	2	228,000.00	232,000.00
112	Salaries Overtime	95.36	.00	.00	.00		.00	.00
151	SOCIAL SECURITY	12,413.57	13,706.00	13,706.00	13,934.00	2	14,100.00	14,400.00
152	RETIREMENT EMPLOYER	14,189.81	14,992.00	14,992.00	15,170.00	1	15,500.00	16,000.00
154	HEALTH INSURANCE	63,589.68	62,353.00	62,353.00	43,485.00	(30)	45,000.00	45,000.00
155	LIFE INSURANCE	9.16	10.00	10.00	12.00	20	12.00	12.00
156	Dental Insurance	441.45	450.00	450.00	473.00	5	500.00	510.00
161	MEDICARE DEDUCTION	2,903.19	3,205.00	3,205.00	3,258.00	2	3,500.00	3,500.00
219	PROFESSIONAL SERVICES	.00	2,500.00	2,500.00	2,500.00		2,500.00	2,500.00
249	SUNDRY REPAIR & MAINT SERVICE	484.00	508.00	508.00	533.00	5	550.00	550.00
311	POSTAGE AND BOX RENT	1,583.66	3,500.00	3,500.00	3,500.00		3,500.00	3,500.00
313	PRINTING AND DUPLICATION	173.00	600.00	600.00	600.00		600.00	600.00
319	SUPPLIES	2,098.77	2,850.00	2,850.00	2,850.00		2,850.00	2,850.00
321	PUBLISHING LEGAL NOTICES	49.00	.00	.00	.00		.00	.00
337	TRAVEL	.00	500.00	500.00	500.00		500.00	500.00
338	TRAINING & CONFERENCES	280.00	500.00	500.00	500.00		500.00	500.00
363	SIGNS PARTS & SUPPLIES	2,288.41	3,000.00	3,000.00	3,000.00		3,000.00	3,000.00
	Division 56300 - COUNTY PLANNER Totals	\$316,836.22	\$329,744.00	\$329,744.00	\$315,064.00	(4%)	\$320,612.00	\$325,422.00

CO. PLANNER - EXP

# Department Proposed Budget Worksheet

## Budget Year 2021

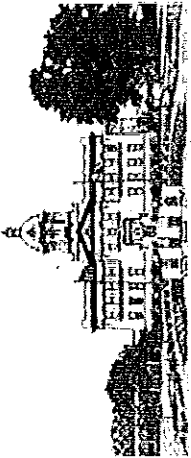


Account Fund	Account Description	2019 Actual Amount	2020 Estimated Amount	2020 Adopted Budget	2021 Proposed (Dept)	Percentage Change	2022 Forecast	2023 Forecast
Fund 101 - General Fund	EXPENSE							
	Department 014 - ZONING							
	Division 56400 - ZONING							
111	SALARIES PERMANENT REGULAR	186,515.05	194,251.00	194,251.00	199,694.00	3	205,000.00	210,000.00
141	PER DIEM	2,510.00	6,000.00	6,000.00	6,000.00		6,000.00	6,000.00
151	SOCIAL SECURITY	11,147.08	12,043.00	12,043.00	12,381.00	3	12,500.00	12,750.00
152	RETIREMENT EMPLOYER	12,234.25	13,111.00	13,111.00	13,479.00	3	13,800.00	14,000.00
154	HEALTH INSURANCE	67,489.20	67,489.00	67,489.00	67,489.00		70,000.00	70,000.00
155	LIFE INSURANCE	30.11	28.00	28.00	28.00		28.00	28.00
156	Dental Insurance	441.45	450.00	450.00	473.00	5	500.00	525.00
161	MEDICARE DEDUCTION	2,606.91	2,816.00	2,816.00	2,895.00	3	2,995.00	3,095.00
225	TELEPHONE	1,171.55	1,500.00	1,500.00	1,000.00	(33)	1,000.00	1,000.00
241	REPAIRS MOTOR VEHICLES	78.60	1,000.00	1,000.00	1,000.00		1,000.00	1,000.00
321	PUBLISHING LEGAL NOTICES	842.17	2,000.00	2,000.00	1,500.00	(25)	1,500.00	1,500.00
337	TRAVEL	609.04	1,000.00	1,000.00	1,000.00		1,000.00	1,000.00
338	TRAINING & CONFERENCES	868.23	3,000.00	3,000.00	3,000.00		3,000.00	3,000.00
385	UNLEADED GASOLINE	960.46	4,000.00	4,000.00	3,000.00	(25)	3,000.00	3,000.00
	Division 56400 - ZONING Totals	\$287,504.10	\$308,688.00	\$308,688.00	\$312,939.00	1%	\$321,323.00	\$326,898.00
	Department 014 - ZONING Totals	\$287,504.10	\$308,688.00	\$308,688.00	\$312,939.00	1%	\$321,323.00	\$326,898.00
	EXPENSE TOTALS	\$924,386.17	\$970,999.00	\$970,999.00	\$952,171.00	(2%)	\$967,808.00	\$984,151.00

ZONING - EXP

# Department Proposed Budget Worksheet

## Budget Year 2021

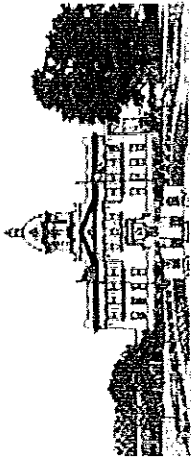


Account	Account Description	2019 Actual Amount	2020 Estimated Amount	2020 Adopted Budget	2021 Proposed (Debt)	Percentage Change	2022 Forecast	2023 Forecast
Fund 101 - General Fund								
	EXPENSE							
	Department 012 - SURVEYOR							
	Division 51720 - COUNTY SURVEYOR							
111	SALARIES PERMANENT REGULAR	69,655.04	70,626.00	70,626.00	71,414.00	1	72,500.00	73,500.00
151	SOCIAL SECURITY	4,126.88	4,378.00	4,378.00	4,427.00	1	4,550.00	5,000.00
152	RETIREMENT EMPLOYER	4,568.93	4,767.00	4,767.00	4,820.00	1	5,000.00	5,200.00
154	HEALTH INSURANCE	27,464.40	27,464.00	27,464.00	27,464.00		28,500.00	29,500.00
155	LIFE INSURANCE	36.16	36.00	36.00	36.00		36.00	36.00
156	Dental Insurance	.00	150.00	150.00	.00	(100)	.00	.00
161	MEDICARE DEDUCTION	965.16	1,024.00	1,024.00	1,035.00	1	1,045.00	1,055.00
239	ROAD REPAIR SERVICES	.00	3,000.00	3,000.00	3,000.00		3,000.00	3,000.00
242	OTHER MACHINERY AND EQUIPMENT	584.37	1,000.00	1,000.00	1,000.00		1,000.00	1,000.00
319	SUPPLIES	2,559.08	3,500.00	3,500.00	3,500.00		3,500.00	3,500.00
337	TRAVEL	.00	250.00	250.00	250.00		250.00	250.00
338	TRAINING & CONFERENCES	612.00	1,250.00	1,250.00	1,250.00		1,250.00	1,250.00
385	UNLEADED GASOLINE	1,134.34	4,000.00	4,000.00	4,000.00		4,000.00	4,000.00
	Division 51720 - COUNTY SURVEYOR Totals	\$111,706.36	\$121,445.00	\$121,445.00	\$122,196.00	1%	\$124,631.00	\$127,291.00
	Department 012 - SURVEYOR Totals	\$111,706.36	\$121,445.00	\$121,445.00	\$122,196.00	1%	\$124,631.00	\$127,291.00

SURVEYOR - EXP

# Department Proposed Budget Worksheet

## Budget Year 2021

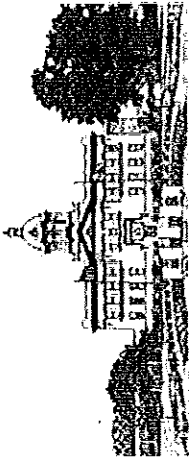


Account	Account Description	2019 Actual Amount	2020 Estimated Amount	2020 Adopted Budget	2021 Proposed (Dept)	Percentage Change	2022 Forecast	2023 Forecast
Fund 101 - General Fund								
EXPENSE								
Department 013 - LAND MANAGEMENT								
Division 56301 - GEOGRAPHIC INFORMATION SYSTEM								
111	SALARIES PERMANENT REGULAR	58,050.42	60,456.00	60,456.00	62,604.00	4	64,250.00	66,250.00
151	SOCIAL SECURITY	3,512.44	3,748.00	3,748.00	3,881.00	4	3,900.00	4,000.00
152	RETIREMENT EMPLOYER	3,807.72	4,080.00	4,080.00	4,225.00	4	4,300.00	4,600.00
154	HEALTH INSURANCE	12,560.40	12,560.00	12,560.00	12,560.00		13,000.00	13,500.00
155	LIFE INSURANCE	.00	40.00	40.00	40.00		40.00	40.00
161	MEDICARE DEDUCTION	821.45	876.00	876.00	907.00	4	945.00	985.00
249	SUNDRY REPAIR & MAINT SERVICE	.00	100.00	100.00	100.00		100.00	100.00
313	PRINTING AND DUPLICATION	.00	500.00	500.00	500.00		500.00	500.00
319	SUPPLIES	240.00	750.00	750.00	750.00		750.00	750.00
337	TRAVEL	.00	250.00	250.00	250.00		250.00	250.00
338	TRAINING & CONFERENCES	.00	500.00	500.00	500.00		500.00	500.00
	Division 56301 - GEOGRAPHIC INFORMATION SYSTEM Totals	\$78,992.43	\$83,860.00	\$83,860.00	\$86,317.00	3%	\$88,535.00	\$91,475.00

GTS - EXP

# Department Proposed Budget Worksheet

## Budget Year 2021

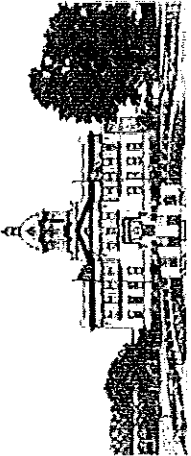


Account	Account Description	2019 Actual Amount	2020 Estimated Amount	2020 Adopted Budget	2021 Proposed (Debt)	Percentage Change	2022 Forecast	2023 Forecast
Fund 101 - General Fund								
REVENUE								
Department 014 - ZONING								
Division 000 - NON DIVISIONAL								
44401	ZONING PERMITS	70,427.52	70,000.00	70,000.00	70,000.00		70,000.00	70,000.00
44402	SANITARY FEES & REVENUES	40,660.00	25,000.00	25,000.00	30,000.00	20	30,000.00	30,000.00
46132	LAND RECORD FEES	4,673.05	3,500.00	3,500.00	3,500.00		3,500.00	3,500.00
	Division 000 - NON DIVISIONAL Totals	\$115,760.57	\$98,500.00	\$98,500.00	\$103,500.00	5%	\$103,500.00	\$103,500.00
	Department 014 - ZONING Totals	\$115,760.57	\$98,500.00	\$98,500.00	\$103,500.00	5%	\$103,500.00	\$103,500.00
	REVENUE TOTALS	\$219,311.25	\$192,250.00	\$192,250.00	\$198,250.00	3%	\$158,250.00	\$158,250.00
Fund 101 - General Fund Totals								
	REVENUE TOTALS	\$219,311.25	\$192,250.00	\$192,250.00	\$198,250.00	3%	\$158,250.00	\$158,250.00
	EXPENSE TOTALS	\$924,386.17	\$970,999.00	\$970,999.00	\$952,171.00	(2%)	\$967,808.00	\$984,151.00
Fund 101 - General Fund Totals		(\$705,074.92)	(\$778,749.00)	(\$778,749.00)	(\$753,921.00)	(3%)	(\$809,558.00)	(\$825,901.00)

ZONING - REV

# Department Proposed Budget Worksheet

Budget Year 2021

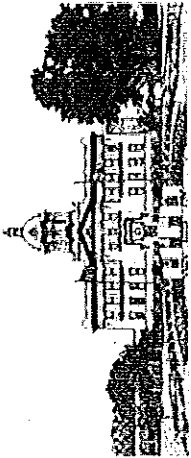


Account	Account Description	2019 Actual Amount	2020 Estimated Amount	2020 Adopted Budget	2021 Proposed (Debt)	Percentage Change	2022 Forecast	2023 Forecast
Fund 101 - General Fund								
REVENUE								
Department 012 - SURVEYOR								
Division 000 - NON DIVISIONAL MONUMENTATION FEES		7,000.00	6,000.00	6,000.00	6,000.00		6,000.00	6,000.00
	Division 000 - NON DIVISIONAL Totals	\$7,000.00	\$6,000.00	\$6,000.00	\$6,000.00	0%	\$6,000.00	\$6,000.00
	Department 012 - SURVEYOR Totals	\$7,000.00	\$6,000.00	\$6,000.00	\$6,000.00	0%	\$6,000.00	\$6,000.00

SURVEYOR - REV

# Department Proposed Budget Worksheet

## Budget Year 2021



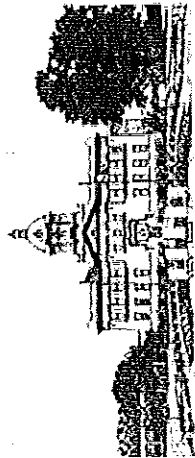
Account	Account Description	2019 Actual Amount	2020 Estimated Amount	2020 Adopted Budget	2021 Proposed (Dept)	Percentage Change	2022 Forecast	2023 Forecast
Fund 101 - General Fund								
REVENUE								
Department 013 - LAND MANAGEMENT								
Division 000 - NON DIVISIONAL								
43591	ST AID LAND INFORMATION GRANT	94,831.68	86,000.00	86,000.00	87,000.00	1	47,000.00	47,000.00
45102	COUNTY FINES VIOLATIONS	.00	250.00	250.00	250.00		250.00	250.00
46190	G I S REVENUE	1,719.00	1,500.00	1,500.00	1,500.00		1,500.00	1,500.00
	Division 000 - NON DIVISIONAL Totals	\$96,550.68	\$87,750.00	\$87,750.00	\$88,750.00	1%	\$48,750.00	\$48,750.00
	Department 013 - LAND MANAGEMENT Totals	\$96,550.68	\$87,750.00	\$87,750.00	\$88,750.00	1%	\$48,750.00	\$48,750.00

LAND INFO - REV  
GRANTS



# Department Proposed Budget Worksheet

## Budget Year 2021

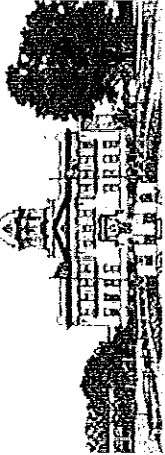


Account	Account Description	2019 Actual Amount	2020 Estimated Amount	2020 Adopted Budget	2021 Proposed (Dept)	Percentage Change	2022 Forecast	2023 Forecast
Fund 101 - General Fund								
	EXPENSE							
	Department 011 - REGISTER OF DEEDS							
	Division 51721 - LAND RECORDS MODERNIZATION							
115	Salaries Temporary	11,761.16	12,139.00	12,139.00	14,556.00	20	15,500.00	16,500.00
151	SOCIAL SECURITY	729.20	752.00	752.00	902.00	20	1,000.00	1,200.00
161	MEDICARE DEDUCTION	170.55	176.00	176.00	211.00	20	250.00	185.00
299	SUNDRY CONTRACTUAL SERVICES	20,803.35	27,195.00	27,195.00	12,396.00	(54)	49,000.00	49,000.00
	Division 51721 - LAND RECORDS MODERNIZATION	\$33,464.26	\$40,262.00	\$40,262.00	\$28,065.00	(30%)	\$65,750.00	\$66,885.00
	Totals	\$33,464.26	\$40,262.00	\$40,262.00	\$28,065.00	(30%)	\$65,750.00	\$66,885.00
	Department 011 - REGISTER OF DEEDS Totals							

ROD / LAND RECORDS - EXP

# Department Proposed Budget Worksheet

Budget Year 2021

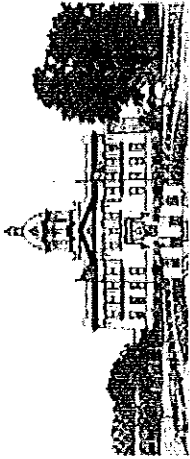


Account	Account Description	2019 Actual Amount	2020 Estimated Amount	2020 Adopted Budget	2021 Proposed (Dept)	Percentage Change	2022 Forecast	2023 Forecast
Fund 101 - General Fund								
	EXPENSE							
	Department 013 - LAND MANAGEMENT							
	Division 56302 - LAND INFORMATION GRANT							
219	PROFESSIONAL SERVICES	94,853.87	86,000.00	86,000.00	89,000.00	3	49,000.00	49,000.00
338	TRAINING & CONFERENCES	1,028.93	1,000.00	1,000.00	1,000.00		1,000.00	1,000.00
	Division 56302 - LAND INFORMATION GRANT Totals	\$95,882.80	\$87,000.00	\$87,000.00	\$90,000.00	3%	\$50,000.00	\$50,000.00
	Department 013 - LAND MANAGEMENT Totals	\$491,711.45	\$500,604.00	\$500,604.00	\$491,381.00	(2%)	\$459,147.00	\$466,897.00

LAND INFO GRANTS - EXP

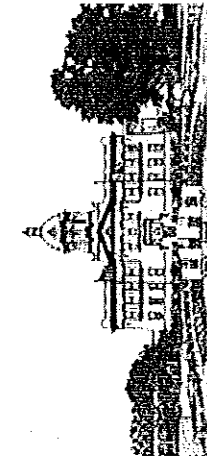
# Department Proposed Budget Worksheet

Budget Year 2021



Account	Account Description	2019 Actual Amount	2020 Estimated Amount	2020 Adopted Budget	2021 Proposed (Dept)	Percentage Change	2022 Forecast	2023 Forecast
Fund 806	Wisconsin Sanitary Fund							
REVENUE								
	Department 014 - ZONING							
	Division 000 - NON DIVISIONAL							
43587	ST AID ZONING AIDS	25,443.00	15,000.00	15,000.00	.00	(100)	.00	.00
	Division 000 - NON DIVISIONAL Totals	\$25,443.00	\$15,000.00	\$15,000.00	\$0.00	(100%)	\$0.00	\$0.00
	Department 014 - ZONING Totals	\$25,443.00	\$15,000.00	\$15,000.00	\$0.00	(100%)	\$0.00	\$0.00
	REVENUE TOTALS	\$25,443.00	\$15,000.00	\$15,000.00	\$0.00	(100%)	\$0.00	\$0.00

WIS POND - REV



# Department Proposed Budget Worksheet

Budget Year 2021

Account	Account Description	2019 Actual Amount	2020 Estimated Amount	2020 Adopted Budget	2021 Proposed (Dept)	Percentage Change	2022 Forecast	2023 Forecast
Fund 806	Wisconsin Sanitary Fund							
	EXPENSE							
	Department 014 - ZONING							
	Division 56411 - WISCONSIN FUND ZONING AIDS							
	ZONING AIDS REIMBURSEMENT	25,443.00	15,000.00	15,000.00	.00	(100)	.00	.00
	Division 56411 - WISCONSIN FUND ZONING AIDS	\$25,443.00	\$15,000.00	\$15,000.00	\$0.00	(100%)	\$0.00	\$0.00
	Totals							
	Department 014 - ZONING	\$25,443.00	\$15,000.00	\$15,000.00	\$0.00	(100%)	\$0.00	\$0.00
	EXPENSE TOTALS	\$25,443.00	\$15,000.00	\$15,000.00	\$0.00	(100%)	\$0.00	\$0.00
	Fund 806 - Wisconsin Sanitary Fund							
	Totals							
	REVENUE TOTALS	\$25,443.00	\$15,000.00	\$15,000.00	\$0.00	(100%)	\$0.00	\$0.00
	EXPENSE TOTALS	\$25,443.00	\$15,000.00	\$15,000.00	\$0.00	(100%)	\$0.00	\$0.00
	Fund 806 - Wisconsin Sanitary Fund	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00	\$0.00
	Net Grand Totals							
	REVENUE GRAND TOTALS	\$244,754.25	\$207,250.00	\$207,250.00	\$198,250.00	(4%)	\$158,250.00	\$158,250.00
	EXPENSE GRAND TOTALS	\$949,829.17	\$985,999.00	\$985,999.00	\$952,171.00	(3%)	\$967,808.00	\$984,151.00
	Net Grand Totals	(\$705,074.92)	(\$778,749.00)	(\$778,749.00)	(\$753,921.00)	(3%)	(\$809,558.00)	(\$825,901.00)

WI FUND - EXP