

## LINCOLN COUNTY LAND SERVICES COMMITTEE

Thursday, February 11, 2021 at 3:30pm

Meeting Location: Lincoln County Service Center, 801 N. Sales St, Room #257, Merrill, WI 54452

Via Teleconference and In-Person Attendance

**In-Person Attendance:** Due to public health recommendations regarding COVID-19 and mass gatherings, you are encouraged to attend by phone. For those attending in person, please observe social distancing by staggering your arrival time and by maintaining spacing between attendees of at least 6 feet. Attendees should spread out around the perimeter of the room. Consistent with Governor Evers' Emergency Order #1 (Executive Order #95), face coverings will be required of all attendees with the limited exceptions set forth in Emergency Order #1.

**Teleconference Attendance:** Persons wishing to attend the meeting by phone may call into the telephone conference beginning ten minutes prior to the start time indicated above using the following number:

Conference Call: 1 319-493-7607

Access Code: 176 541 026#

Meeting ID: meet.google.com/atn-vqhb-fgf

The teleconference cannot start until the host (department head) dials in and enters the host password.

All public participants' phones, microphones, and chat dialog boxes will be muted or disabled during the meeting. If "public comment" appears on the agenda, before the meeting is called to order, the clerk will ask teleconference attendees whether any public comment is being offered. When called upon by the clerk or chair, any person offering public comment should state their name and comments.

### MEETING AGENDA

1. Call meeting to order

#### **REGISTER OF DEEDS**

2. December 2020 Financial Report
3. December 2020 Written Report
4. January 2021 Financial Report
5. January 2021 Written Report

#### **LAND SERVICES DEPARTMENT**

6. Public Comment
7. January 14, 2021 LSC meeting minutes
8. Agency Updates
  - a) APHIS – Jeremy Irish – Wildlife Damage Claim(s)
9. Sustainable Agriculture Research & Education (SARE) Mini-Grant Application
10. Ordinance Revision - Chapter 21 – Shoreline Stabilization
11. Ordinance Revision – Chapter 17 – Signs (Temporary Signs – Political Signs)
12. Zoning/Conservation Fee Schedule – Proposed Amendment
13. Department Updates
  - a) Administrator Department/Programs Report
  - b) Monthly Financial Report
  - c) Zoning Program Manager/Land Services Administrator Timesheets (12/28/2020-1/24/2021)
14. **4:00pm Public Hearings** (See Public Hearing Notice.)

#### **CONDITIONAL USE PERMIT**

- a) A request by Joey Schulz to allow a camping unit on the property for more than 60 days a year in a Rural Residential (RR3) zoning district. The property is located at the intersection of Deer Trail and Bambi Lane in Section 8, T34N-R5E, in the Town of Tomahawk.
15. Future Agenda Items
  16. Confirm next meeting/public hearing date
  17. Adjourn

NOTE: Public Hearings published numerically are itemized in agenda alphabetically in the same order.

#### **DISTRIBUTION:**

Land Services Committee Members – Julie Allen, Bill Bialecki, Hans Breitenmoser Jr., Elizabeth McCrank, Christopher Heller, Greta Rusch, & Joshua Wendt  
Jeremy Irish – APHIS-WS, Peggy Winter – NRCS, Carrie Brezesinski – FSA, Ann Krueger – FSA, Tracy Beckman – Lumberjack RC&D  
County Board Chairman – Kevin Koth  
Human Resource Director/Administrative Coordinator – Catherine Wylie

Posted on \_\_\_\_\_ at \_\_\_\_\_ .m by \_\_\_\_\_

**While there may be a quorum of the County Highway Committee or the Public Property Committee present, no County Highway Committee or Public Property Committee business will be conducted at this meeting.**

**Requests for reasonable accommodations for disabilities or limitations should be made prior to the date of this meeting. Please contact the Lincoln County Clerk at 715-539-1019 as early as possible so that proper arrangements may be made. Requests are kept confidential.**

**GENERAL REQUIREMENTS:**

1. Must be held in a location which is reasonably accessible to the public.
2. Must be open to all members of the public unless the law specifically provides otherwise.

**NOTICE REQUIREMENTS:**

1. In addition to any requirements set forth below, notice must also be in compliance with any other specific statute.
2. Chief presiding officer or his/her designee must give notice to the official newspaper and to any members of the news media likely to give notice to the public.

**MANNER OF NOTICE:**

Date, time, place, and subject matter, including subject matter to be considered in a closed session, must be provided in a manner and form reasonably likely to give notice to the public.

**TIME FOR NOTICE:**

1. Normally, a minimum of 24 hours prior to the commencement of the meeting.
2. No less than 2 hours prior to the meeting if the presiding officer establishes there is a good cause that such notice is impossible or impractical.

**EXEMPTIONS FOR COMMITTEES AND SUB-UNITS:**

Legally constituted sub-units of a parent governmental body may conduct a meeting during the recess or immediately after the lawful meeting to act or deliberate upon a subject which was the subject of the meeting, provided the presiding officer publicly announces the time, place, and subject matter of the sub-unit meeting in advance of the meeting of the parent governmental body.

**PROCEDURE FOR GOING INTO CLOSED SESSION:**

1. Motion must be made, seconded, and carried by roll call majority vote and recorded in the minutes.
2. If motion is carried, chief presiding officer must advise those attending the meeting of the nature of the business to be conducted in the closed session, and the specific statutory exemption under which the closed session is authorized.

**STATUTORY EXEMPTIONS UNDER WHICH CLOSED SESSIONS ARE PERMITTED:**

1. Deliberation of judicial or quasi-judicial matters. Sec. 19.85(1)(a)
2. Considering dismissal, demotion, or discipline of any public employee or the investigation of charges against such person and the taking of formal action on any such matter; provided that the person is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action is taken. The person under consideration must be advised of his/her right that the evidentiary hearing be held in open session and the notice of the meeting must state the same. Sec. 19.85(1)(b).
3. Considering employment, promotion, compensation, or performance evaluation data of any public employee. Sec. 19.85(1)(c).
4. Considering strategy for crime detection or prevention. Sec. 19.85(1)(d).
5. Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session. Sec. 19.85(1)(c).
6. Considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public would likely have an adverse effect on the reputation of the person referred to in such data. Sec. 19.85(1)(f).
7. Conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved. Sec. 19.85(1)(g).
8. Considering a request for advice from any applicable ethics board. Sec. 19.85(1)(h).

**CLOSED SESSION RESTRICTIONS:**

1. Must convene in open session before going into closed session.
2. May not convene in open session, then convene in closed session and thereafter reconvene in open session within twelve (12) hours unless proper notice of this sequence was given at the same time and in the same manner as the original open meeting. Sec. 19.85(2).
3. Final approval or ratification of a collective bargaining agreement may not be given in closed session.

**BALLOTS, VOTES, AND RECORDS:**

1. Secret ballot is not permitted except for the election of officers of the body or unless otherwise permitted by specific statutes.
2. Except as permitted above, any member may require that the vote of each member be ascertained and recorded.
3. Motions and roll call votes must be preserved in the record and be available for public inspection.

**USE OF RECORDING EQUIPMENT:**

The meeting may be recorded, filmed, or photographed, provided that it does not interfere with the conduct of the meeting or the rights of the participants.

**LEGAL INTERPRETATION:**

1. The Wisconsin Attorney General will give advice concerning the applicability or clarification of the Open Meeting Law upon request.
2. The municipal attorney will give advice concerning the applicability or clarification of the Open Meeting Law upon request.

**PENALTY:**

Upon conviction, any member of a governmental body who knowingly attends a meeting held in violation of Subchapter IV, Chapter 19, Wisconsin Statutes, or who otherwise violates the said law shall be subject to forfeiture of not less than \$25.00 nor more than \$300.00 for each violation.

# December 2020

01/11/2021 10:48 | LINCOLN COUNTY | DEC 2020 BUDGET REPORT  
 Jamie Willis

IP | g1ytdbud

JOURNAL DETAIL 2020 12 TO 2020 13

FOR 2020 12

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0010 GENERAL FUND							
10430051 REGISTER OF DEEDS							
10430051 511000 REG OF DEEDS SALAR	139,323	139,323	137,117.21	15,876.09	.00	2,205.79	98.4%
2020/12/000007 12/04/2020 PRJ	5,292.03 REF PAYROL				WARRANT=201204 RUN=2 GENERAL		
2020/12/000052 12/18/2020 PRJ	5,292.03 REF PAYROL				WARRANT=201218 RUN=2 GENERAL		
2020/12/000096 12/31/2020 PRJ	5,292.03 REF PAYROL				WARRANT=201231 RUN=2 GENERAL		
10430051 520000 REG OF DEEDS EMPLO	70,902	70,902	69,256.73	6,404.70	.00	1,645.27	97.7%
2020/12/000007 12/04/2020 PRJ	2,834.20 REF PAYROL				WARRANT=201204 RUN=2 GENERAL		
2020/12/000052 12/18/2020 PRJ	2,819.08 REF PAYROL				WARRANT=201218 RUN=2 GENERAL		
2020/12/000096 12/31/2020 PRJ	751.42 REF PAYROL				WARRANT=201231 RUN=2 GENERAL		
2020/13/000042 12/31/2020 GEN	126.62 REF SF				S.125 2020 ADMIN ALLOCATION		
10430051 531060 REG OF DEEDS FIDLA	16,500	16,500	13,890.56	.00	.00	2,609.44	84.2%
10430051 552001 REG OF DEEDS TELEP	450	450	413.22	35.51	.00	36.78	91.8%
2020/12/000074 12/22/2020 GEN	35.51 REF LK				DECEMBER TELEPHONE CHARGES		
10430051 554001 PRINTING ALLOCATIO	2,000	2,000	1,313.61	124.04	.00	686.39	65.7%
2020/12/000075 12/22/2020 GEN	124.04 REF LK				DECEMBER COPY CHARGES		
10430051 555000 REG OF DEEDS TRAVE	1,100	1,100	125.00	.00	.00	975.00	11.4%
10430051 561100 REG OF DEEDS OFFIC	5,500	6,749	5,149.40	9.99	.00	1,599.60	76.3%
2020/12/000089 12/23/2020 API	9.99 VND 300012 PO		VIP OFFICE PRODUCTS		OFFICE SUPPLIES	330688	
TOTAL REGISTER OF DEEDS	235,775	237,024	227,265.73	22,450.33	.00	9,758.27	95.9%
TOTAL GENERAL FUND	235,775	237,024	227,265.73	22,450.33	.00	9,758.27	95.9%
TOTAL EXPENSES	235,775	237,024	227,265.73	22,450.33	.00	9,758.27	95.9%
GRAND TOTAL	235,775	237,024	227,265.73	22,450.33	.00	9,758.27	95.9%

\*\* END OF REPORT - Generated by Jamie Willis \*\*

FOR 2020 12

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0010 GENERAL FUND							
10430051 REGISTER OF DEEDS							
10430051 511000 REG OF DEEDS SALAR	139,323	139,323	137,117.21	15,876.09	.00	2,205.79	98.4%
10430051 520000 REG OF DEEDS EMPLO	70,902	70,902	69,256.73	6,404.70	.00	1,645.27	97.7%
10430051 531060 REG OF DEEDS FIDLA	16,500	16,500	13,890.56	.00	.00	2,609.44	84.2%
10430051 552001 REG OF DEEDS TELEP	450	450	413.22	35.51	.00	36.78	91.8%
10430051 554001 PRINTING ALLOCATIO	2,000	2,000	1,313.61	124.04	.00	686.39	65.7%
10430051 555000 REG OF DEEDS TRAVE	1,100	1,100	125.00	.00	.00	975.00	11.4%
10430051 561100 REG OF DEEDS OFFIC	5,500	6,749	5,149.40	9.99	.00	1,599.60	76.3%
TOTAL REGISTER OF DEEDS	235,775	237,024	227,265.73	22,450.33	.00	9,758.27	95.9%
TOTAL GENERAL FUND	235,775	237,024	227,265.73	22,450.33	.00	9,758.27	95.9%
TOTAL EXPENSES	235,775	237,024	227,265.73	22,450.33	.00	9,758.27	95.9%
GRAND TOTAL	235,775	237,024	227,265.73	22,450.33	.00	9,758.27	95.9%

\*\* END OF REPORT - Generated by Jamie Willis \*\*

FOR 2020 12

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
0010 GENERAL FUND						
10430049 FUNDS APPLIED						
10430049 499990 FUNDS APPLIED (BUD	0	-1,249	.00	.00	-1,249.00	.00%
TOTAL FUNDS APPLIED	0	-1,249	.00	.00	-1,249.00	.00%
10430051 REGISTER OF DEEDS						
10430051 412300 REG OF DEEDS REAL	-65,000	-65,000	-87,975.88	-7,978.26	22,975.88	135.3%
10430051 461300 REGISTER OF DEED F	-158,000	-158,000	-196,133.15	-29,557.61	38,133.15	124.1%
10430051 461900 REG OF DEEDS MISC	-20	-20	-5.00	-5.00	-15.00	25.0%*
TOTAL REGISTER OF DEEDS	-223,020	-223,020	-284,114.03	-37,540.87	61,094.03	127.4%
10430060 REG OF DEEDS PROPERTY TAXES						
10430060 411100 REGISTER OF DEEDS	-12,755	-12,755	-12,755.00	.00	.00	100.0%
TOTAL REG OF DEEDS PROPERTY TAXES	-12,755	-12,755	-12,755.00	.00	.00	100.0%
TOTAL GENERAL FUND	-235,775	-237,024	-296,869.03	-37,540.87	59,845.03	125.2%
TOTAL REVENUES	-235,775	-237,024	-296,869.03	-37,540.87	59,845.03	
GRAND TOTAL	-235,775	-237,024	-296,869.03	-37,540.87	59,845.03	125.2%

\*\* END OF REPORT - Generated by Jamie Willis \*\*

December 2020

**REGISTER OF DEEDS 2020 MONTHLY WRITTEN REPORT**

**DAILY RECEIPTS**

January.....	\$23,873.92
February.....	\$21,876.87
March.....	\$22,256.75
April.....	\$23,490.54
May.....	\$22,503.65
June.....	\$32,420.02
July.....	\$30,621.26
August.....	\$32,874.10
September.....	\$27,555.23
October.....	\$28,447.66
November.....	\$28,686.76
December.....	\$29,371.50
<b>TOTAL.....</b>	<b>\$323,978.26</b>

**TRANSFER FEE RECEIPTS**

January.....	\$25,477.20
February.....	\$21,374.10
March.....	\$27,057.00
April.....	\$26,175.00
May.....	\$20,605.50
June.....	\$49,350.00
July.....	\$41,670.00
August.....	\$59,763.60
August DOR Adjustment...	\$387.16
September.....	\$42,196.50
October.....	\$45,427.50
November.....	\$40,224.60
December.....	\$42,516.60
<b>TOTAL.....</b>	<b>\$442,224.76</b>

Real Estate Documents Recorded: 694  
Military Discharges Recorded: 1  
Recorded Plats: 0

Commercial Code Filings (UCC): 1  
Recorded Certified Survey Maps: 8  
Recorded DOT Plats: 0

**Sale of Daily Recordings to Abstract Companies generates \$900.00 per Month.**

**TOTAL CERTIFIED COPIES ISSUED FOR DEC**

Births: 53  
Deaths: 511  
Marriages: 42  
Divorce: 0

**VITAL RECORDS RECORDED FOR THE MONTH OF NOV**

Birth: 10  
Death: 67  
Marriage: 2

**FEES DISBURSED FROM THE REGISTER OF DEED OFFICE FOR THE  
FOLLOWING STATE MANDATED PROGRAMS**

**“CHILD ABUSE AND PREVENTION PROGRAM” @ \$5.00 per Birth Certificate**

January.....	\$460.00
February.....	\$470.00
March.....	\$285.00
April.....	\$85.00
May.....	\$155.00
June.....	\$370.00
July.....	\$305.00
August.....	\$310.00
September.....	\$245.00
October.....	\$285.00
November.....	\$135.00
December.....	\$165.00
<b>TOTAL.....</b>	<b>\$3270.00</b>

**RIGHT FROM THE START PROGRAM”@ \$2.00 per Birth Certificate**

January.....	\$184.00
February.....	\$188.00
March.....	\$114.00
April.....	\$34.00
May.....	\$62.00
June.....	\$148.00
July.....	\$122.00
August.....	\$124.00
September.....	\$98.00
October.....	\$114.00
November.....	\$54.00
December.....	\$66.00
<b>TOTAL.....</b>	<b>\$1308.00</b>

**VITAL RECORDS ONLINE PROGRAM: @ \$8.00 per Birth Certificate**

January.....	\$736.00
February.....	\$752.00
March.....	\$456.00
April.....	\$136.00
May.....	\$248.00
June.....	\$592.00
July.....	\$488.00
August.....	\$496.00
September.....	\$392.00
October.....	\$456.00
November.....	\$216.00
December.....	\$264.00
<b>TOTAL.....</b>	<b>\$5232.00</b>

**VITAL RECORDS ONLINE PROGRAM: @ \$13.00 per Death Certificate**

January.....	\$481.00
February.....	\$273.00
March.....	\$390.00
April.....	\$377.00
May.....	\$312.00
June.....	\$325.00
July.....	\$325.00
August.....	\$403.00
September.....	\$338.00
October.....	\$455.00
November.....	\$481.00
December.....	\$663.00
<b>TOTAL.....</b>	<b>\$4823.00</b>

**VITAL RECORDS ONLINE PROGRAM: @ \$13.00 per Marriage Certificate**

January.....	\$546.00
February.....	\$494.00
March.....	\$351.00
April.....	\$104.00
May.....	\$234.00
June.....	\$507.00
July.....	\$403.00
August.....	\$442.00
September.....	\$390.00
October.....	\$533.00
November.....	\$182.00
December.....	\$260.00
<b>TOTAL.....</b>	<b>\$4446.00</b>

**VITAL RECORDS ONLINE PROGRAM: @ \$13.00 per Divorce Certificate**

January.....	\$0
February.....	\$13.00
March-December.....	\$0
<b>TOTAL.....</b>	<b>\$13.00</b>

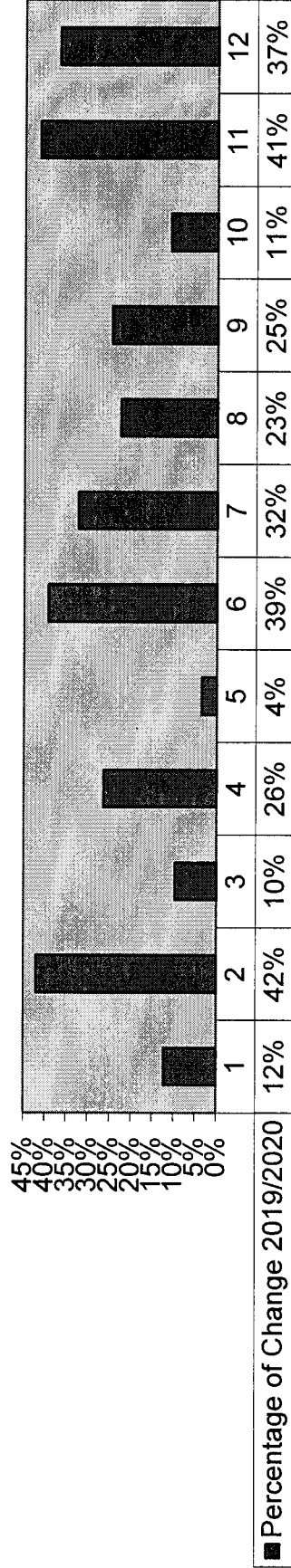


**REVENUE GENERATED FROM THE REGISTER OF DEEDS OFFICE FOR THE  
STATE MANDATED "LAND RECORDS PROGRAM"**

MONTH/ COUNTED DOCS	STATE DOA FEES COLLECTED (\$7.00)	COUNTY LIO RETENTION (\$8.00)	TOTAL FEES (\$15.00)
JANUARY 485	\$3395.00	\$3880.00	\$7275.00
FEBRUARY 454	\$3178.00	\$3632.00	\$6810.00
MARCH 470	\$3290.00	\$3760.00	\$7050.00
APRIL 565	\$3955.00	\$4520.00	\$8475.00
MAY 518	\$3626.00	\$4144.00	\$7770.00
JUNE 747	\$5229.00	\$5976.00	\$11,205.00
JULY 751	\$5257.00	\$6008.00	\$11,265.00
AUGUST 781	\$5467.00	\$6248.00	\$11,715.00
SEPTEMBER 655	\$4585.00	\$5240.00	\$9825.00
OCTOBER 660	\$4620.00	\$5280.00	\$9900.00
NOVEMBER 713	\$4991.00	\$5704.00	\$10,695.00
DECEMBER 694	\$4858.00	\$5552.00	\$10,410.00
<b>TOTAL 2020 7493</b>	<b>\$52,451.00</b>	<b>\$59,944.00</b>	<b>\$112,395.00</b>

# **MONTHLY DOCUMENT COMPARISON**

MONTHLY RECORDED DOCUMENTS 2019		MONTHLY RECORDED DOCUMENTS 2020		% of Change
January	432	January	485	12%
February	321	February	456	42%
March	432	March	474	10%
April	447	April	565	26%
May	500	May	518	4%
June	536	June	747	39%
July	571	July	756	32%
August	637	August	781	23%
September	527	September	657	25%
October	595	October	660	11%
November	504	November	713	41%
December	507	December	694	37%
<b>Total</b>	<b>6,009.00</b>	<b>Total</b>	<b>7,506.00</b>	<b>25%</b>



# January 2021

02/01/2021 09:27 | LINCOLN COUNTY BUDGET REPORT  
 Jamie.Williams

1  
 |P  
 |glytdbud

JOURNAL DETAIL 2021 1 TO 2021 1

FOR 2021 01

		ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0010 GENERAL FUND								
10430051 REGISTER OF DEEDS								
10430051 511000 REG OF DEEDS SALAR		142,109	142,109	8,630.37	8,630.37	.00	133,478.63	6.1%
2021/01/000003 01/01/2021 BUC		142,109.00 REF						
2021/01/000026 01/15/2021 PRJ		5,393.99 REF PAYROL						
2021/01/000045 01/01/2021 GEN		-2,157.60 REF SF						
2021/01/000070 01/29/2021 PRJ		5,393.98 REF PAYROL						
10430051 520000 REG OF DEEDS EMPLO		87,731	87,731	13,197.60	13,197.60	.00	74,533.40	15.0%
2021/01/000003 01/01/2021 BUC		87,731.00 REF						
2021/01/000026 01/15/2021 PRJ		3,161.71 REF PAYROL						
2021/01/000029 01/14/2021 API		7,200.00 VND 200033 VCH329063						
2021/01/000045 01/01/2021 GEN		-310.69 REF SF						
2021/01/000070 01/29/2021 PRJ		3,146.58 REF PAYROL						
10430051 531060 REG OF DEEDS FIDLA		16,500	16,500	.00	.00	.00	16,500.00	.0%
2021/01/000003 01/01/2021 BUC		16,500.00 REF						
10430051 552001 REG OF DEEDS TELEP		450	450	.00	.00	.00	450.00	.0%
2021/01/000003 01/01/2021 BUC		450.00 REF						
10430051 554001 PRINTING ALLOCATIO		2,000	2,000	100.73	100.73	.00	1,899.27	5.0%
2021/01/000003 01/01/2021 BUC		2,000.00 REF						
2021/01/000084 01/29/2021 GEN		100.73 REF LK						
10430051 555000 REG OF DEEDS TRAVE		1,100	1,100	125.00	125.00	.00	975.00	11.4%
2021/01/000003 01/01/2021 BUC		1,100.00 REF						
2021/01/000038 01/21/2021 API		125.00 VND 400285 VCH329166						
10430051 561100 REG OF DEEDS OFFIC		5,500	5,500	35.78	35.78	.00	5,464.22	.7%
2021/01/000003 01/01/2021 BUC		5,500.00 REF						
2021/01/000058 01/21/2021 API		35.78 VND 300012 VCH329165						
TOTAL REGISTER OF DEEDS		255,390	255,390	22,089.48	22,089.48	.00	233,300.52	8.6%

FOR 2021 01

JOURNAL DETAIL 2021 1 TO 2021 1

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL GENERAL FUND	255,390	255,390	22,089.48	22,089.48	.00	233,300.52	8.6%
TOTAL EXPENSES	255,390	255,390	22,089.48	22,089.48	.00	233,300.52	
GRAND TOTAL	255,390	255,390	22,089.48	22,089.48	.00	233,300.52	8.6%

\*\* END OF REPORT - Generated by Jamie Willis \*\*

FOR 2021 01

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0010 GENERAL FUND							
10430051 REGISTER OF DEEDS							
10430051 511000 REG OF DEEDS SALAR	142,109	142,109	8,630.37	8,630.37	.00	133,478.63	6.1%
10430051 520000 REG OF DEEDS EMPLO	87,731	87,731	13,197.60	13,197.60	.00	74,533.40	15.0%
10430051 531060 REG OF DEEDS FIDLA	16,500	16,500	.00	.00	.00	16,500.00	.0%
10430051 552001 REG OF DEEDS TELEP	450	450	.00	.00	.00	450.00	.0%
10430051 554001 PRINTING ALLOCATIO	2,000	2,000	100.73	100.73	.00	1,899.27	5.0%
10430051 555000 REG OF DEEDS TRAVE	1,100	1,100	125.00	125.00	.00	975.00	11.4%
10430051 561100 REG OF DEEDS OFFIC	5,500	5,500	35.78	35.78	.00	5,464.22	.7%
TOTAL REGISTER OF DEEDS	255,390	255,390	22,089.48	22,089.48	.00	233,300.52	8.6%
TOTAL GENERAL FUND	255,390	255,390	22,089.48	22,089.48	.00	233,300.52	8.6%
TOTAL EXPENSES	255,390	255,390	22,089.48	22,089.48	.00	233,300.52	
GRAND TOTAL	255,390	255,390	22,089.48	22,089.48	.00	233,300.52	8.6%

\*\* END OF REPORT - Generated by Jamie Willis \*\*

FOR 2021 01

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
<b>0010 GENERAL FUND</b>						
<b>10430051 REGISTER OF DEEDS</b>						
10430051 412300 REG OF DEEDS REAL	-75,000	-75,000	-7,756.86	-7,756.86	-67,243.14	10.3%*
10430051 461300 REGISTER OF DEED F	-168,000	-168,000	-17,356.00	-17,356.00	-150,644.00	10.3%*
10430051 461900 REG OF DEEDS MISC	-10	-10	.00	.00	-10.00	.0%*
TOTAL REGISTER OF DEEDS	-243,010	-243,010	-25,112.86	-25,112.86	-217,897.14	10.3%
<b>10430060 REG OF DEEDS PROPERTY TAXES</b>						
10430060 411100 REGISTER OF DEEDS	-12,380	-12,380	-12,380.00	-12,380.00	.00	100.0%
TOTAL REG OF DEEDS PROPERTY TAXES	-12,380	-12,380	-12,380.00	-12,380.00	.00	100.0%
TOTAL GENERAL FUND	-255,390	-255,390	-37,492.86	-37,492.86	-217,897.14	14.7%
TOTAL REVENUES	-255,390	-255,390	-37,492.86	-37,492.86	-217,897.14	
GRAND TOTAL	-255,390	-255,390	-37,492.86	-37,492.86	-217,897.14	14.7%

\*\* END OF REPORT - Generated by Jamie Willis \*\*

January 2021

**REGISTER OF DEEDS 2021 MONTHLY WRITTEN REPORT**

**DAILY RECEIPTS**

January.....\$27,499.41

**TRANSFER FEE RECEIPTS**

January.....\$40,146.30

Real Estate Documents Recorded: 656  
Military Discharges Recorded: 2  
Recorded Plats: 0

Commercial Code Filings (UCC): 0  
Recorded Certified Survey Maps: 6  
Recorded DOT Plats: 0

**Sale of Daily Recordings to Abstract Companies generates \$900.00 per Month.**

**TOTAL CERTIFIED COPIES ISSUED FOR JAN**

Births: 77  
Deaths: 321  
Marriages: 46  
Divorce: 0

**VITAL RECORDS RECORDED FOR THE MONTH OF DEC**

Birth: 17  
Death: 58  
Marriage: 2

**FEEES DISBURSED FROM THE REGISTER OF DEED OFFICE FOR THE FOLLOWING STATE MANDATED PROGRAMS**

**“CHILD ABUSE AND PREVENTION PROGRAM” @ \$5.00 per Birth Certificate**

January..... \$235.00

**RIGHT FROM THE START PROGRAM”@ \$2.00 per Birth Certificate**

January.....\$94.00

**VITAL RECORDS ONLINE PROGRAM: @ \$8.00 per Birth Certificate**

January..... \$376.00

**VITAL RECORDS ONLINE PROGRAM: @ \$13.00 per Death Certificate**

January..... \$546.00

**VITAL RECORDS ONLINE PROGRAM: @ \$13.00 per Marriage Certificate**

January..... \$351.00

**VITAL RECORDS ONLINE PROGRAM: @ \$13.00 per Divorce Certificate**

January.....\$0

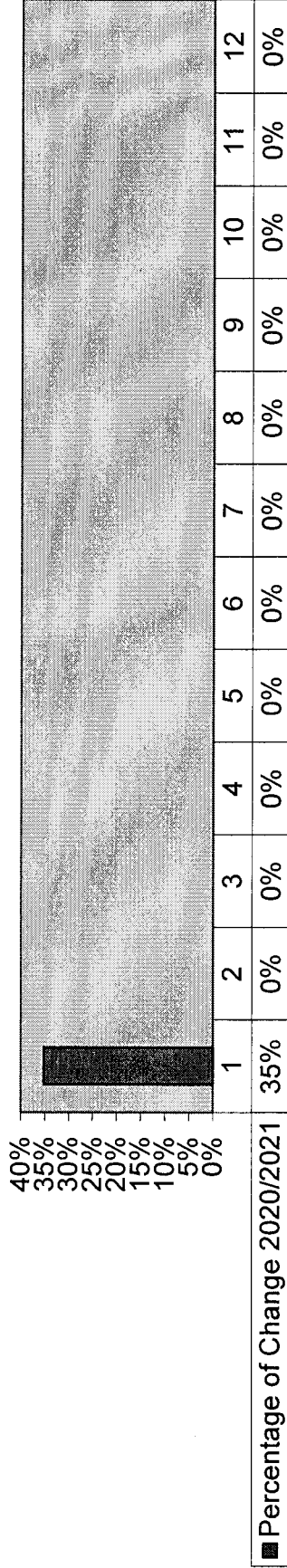
**REVENUE GENERATED FROM THE REGISTER OF DEEDS OFFICE FOR THE  
STATE MANDATED "LAND RECORDS PROGRAM"**

<b>MONTH/ COUNTED DOCS</b>	<b>STATE DOA FEES COLLECTED (\$7.00)</b>	<b>COUNTY LIO RETENTION (\$8.00)</b>	<b>TOTAL FEES (\$15.00)</b>
<b>JANUARY      656</b>	<b>\$4592.00</b>	<b>\$5248.00</b>	<b>\$9840.00</b>
<b>FEBRUARY</b>			
<b>MARCH</b>			
<b>APRIL</b>			
<b>MAY</b>			
<b>JUNE</b>			
<b>JULY</b>			
<b>AUGUST</b>			
<b>SEPTEMBER</b>			
<b>OCTOBER</b>			
<b>NOVEMBER</b>			
<b>DECEMBER</b>			
<b>TOTAL 2021      656</b>	<b>\$4592.00</b>	<b>\$5248.00</b>	<b>\$9840.00</b>



# **MONTHLY DOCUMENT COMPARISON**

MONTHLY RECORDED DOCUMENTS 2020		MONTHLY RECORDED DOCUMENTS 2021		% of Change
January	485	January	656	35%
February	456	February		#VALUE!
March	474	March		#VALUE!
April	565	April		#VALUE!
May	518	May		#VALUE!
June	747	June		#VALUE!
July	756	July		#VALUE!
August	781	August		#VALUE!
September	657	September		#VALUE!
October	660	October		#VALUE!
November	713	November		#VALUE!
December	694	December		#VALUE!
<b>Total</b>	<b>7,506.00</b>	<b>Total</b>	<b>656.00</b>	<b>-91%</b>



**Lincoln County Land Services Committee  
Minutes of Thursday, January 14, 2021 3:30pm  
Lincoln County Service Center, Room #257**

MEMBERS PRESENT In-Person: Christopher Heller, Greta Rusch, Bill Bialecki, Hans Breitenmoser, and Elizabeth McCrank

MEMBERS PRESENT Teleconference: Joshua Wendt and Julie Allen

MEMBERS ABSENT: Ann Krueger (FSA Representative) (excused)

DEPARTMENT HEADS/STAFF In-Person: Elizabeth Peronto (Program Assistant) and Amanda Kasperek (Conservation Program Manager)

DEPARTMENT HEADS/STAFF Teleconference: Mike Huth (Zoning Program Manager/Land Services Administrator) and Dean Bowe (County Forest Administrator)

VISITORS In-Person: Earl Welker, Bill Kolodziej, Todd Nicklaus, Max Bachi, John Greenwood, and Ben Wissell

VISITORS Teleconference: Glenn Hartley, Shannon Murray, Reid Badeau, Don Olson, Dora Gorski, Andy Wissell, Christine Wissell, Jeanne Nienow, and Jean Greenwood

1. Call Meeting to Order – Meeting was called to order by Chair Heller at 3:30pm
2. Public Comment – Earl Welker, Town of Schley Planning Commission, gave the committee an update regarding the Schley Land Use Plan. Welker also brought up concerns regarding camping unit timelines and how those timelines are conditioned on permits issued by zoning staff. Welker also brought up concerns regarding State Code compared to Lincoln County Code regarding Home Occupations.
3. December 10, 2020 Land Services Committee Minutes – M/S Bialecki/Rusch to approve the 12/10/2020 minutes as presented. Motion carried on a voice vote.
4. Agency Updates – There were none.
5. Grazing Presentation – Bill Kolodziej (Marathon County Conservation) provided an overview of the last year and highlighted portions of the written report in the packet. Kolodziej presented resources created by Marathon County and available to Lincoln County to assist farmers and those interested in grazing. Due to the Covid-19 pandemic and the inability to meet for large group instruction, they found the need to be able to provide these resources virtually.
6. Department Updates
  - a. Administrator Department/Programs Report – Huth recommended the members review his written report included in the packet. Huth stated that Bergstrom's recent retirement has greatly affected the department for legal counsel and was looking forward to having new counsel available. There were no questions. Kasperek informed the committee that she will be able to attend the 2021 WI Land+Water Annual Conference despite the Moratorium on Spending thanks to a grant available through the Wisconsin Sustainable Agriculture Research and Education Program. She informed the committee that if any of the LSC members were interested in attending, she could also apply for grants to cover their attendance as well. Kasperek further explained that, at this conference, there is a silent auction that all counties are encouraged to participate in. She would like to see Lincoln County participate especially since they did not last year. Kasperek requested that committee members donate or solicit a business for a donation to be able to submit to the Silent Auction. McCrank asked Kasperek why we didn't get as much in SWRM funds in 2020. Kasperek explained that it was due to a prior year not using their bond funds and therefore Lincoln County received a penalty. McCrank asked if we had plans to use all of our funds this year, Kasperek said we do.
  - b. Monthly Financial Report – Huth presented the financial report. McCrank asked why the line item for GG Strategic Initiative seems to be extraordinarily off balance. Huth said he will ask Dan Leydet for history and guidance on that account and will get back to the LSC with an answer.
  - c. Zoning Program Manager/Land Services Administrator Timesheets (11/30/2020-12/27/2020) –  
M/S Bialecki/Breitenmoser to approve the timesheets. Motion carried on a voice vote.

- d. Zoning Program Manager/Land Services Administrator Reimbursement – Huth explained that this cost was due to POWTS credential renewal through the State of Wisconsin – DSPS.

M/S Heller/Rusch to approve the reimbursement. Motion carried on a voice vote.

7. Ordinance Revision – Chapter 21 – Shoreline Stabilization – Huth explained that this is being brought back due to the phrasing of last month's agenda. Huth is requesting for formal approval for Land Services Staff to begin the proposed ordinance changes and drafting ordinance text for LSC discussion. The proposed text would then be brought to the LSC February meeting.

M/S McCrank/Breitenmoser to approve Land Services Staff to write and bring the proposed ordinance changes to the committee. Motion carried on a voice vote.

Chair Heller moved to agenda items #9 and #10.

9. Future Agenda Items – Discussion regarding Home Occupations concerning State Code versus County Code (be brought back to the committee once a new Corporate Counsel is available to assist.)
10. Confirm next meeting/public hearing date – February 11, 2021 3:30pm with the public hearing to begin at 4:00pm

Chair Heller resumed at agenda item #8.

Attendance was taken for those attending the Public Hearing remotely by Elizabeth Peronto.

8. 4:00pm Public Hearings – Public Hearing was called to order at 4:09pm by Chair Heller. Chair Heller explained the rules of conduct for public hearings and introduced the Committee Members and staff.

#### **CONDITIONAL USE PERMIT**

- a. A request by Louis and Emily Kassien to allow for an accessory storage building larger than 2,000 square feet in a Rural Residential (RR1) zoning district. The property is located at N2154 Duginski Rd. in Section 1, T31N-R6E, in the Town of Merrill. The tax pin# is 014-3106-013-9969 and the parcel is approximately 1 acre. The request is being heard under section 17.8.30 and relating to section 17.3.09(1) of the Lincoln County Zoning Ordinance.

A narrated video providing an overview/tour of the property was shown as prepared by Land Services Staff.

Heller asked for testimony in support of the CUP application. There was none.

Heller asked for testimony from opponents of the request. There was none.

Huth entered into the record that the Town of Merrill recommended approval and there were two written correspondences regarding concerns/objections over the requested use. Huth clarified that the County does not regulate subdivision covenants and that this structure does not change the Zoning District from Rural Residential.

Huth presented the staff report. County staff recommends that the committee approves the Conditional Use Permit with five recommended conditions, as written in the staff report. There were no questions.

Heller closed the public hearing for the request. McCrank asked for specification as to the size. Huth clarified the request is for a proposed 40'x80' accessory structure. Should the structure size change, the Land Use Permit process would reflect this change and verify that all setbacks are being met.

M/S Bialecki/McCrank to approve the request with the five conditions as listed in the staff report. Motion carried on a voice vote.

1. Size/dimensions of accessory structure to be no larger than proposed on site plan.
2. Accessory structure shall not be used as habitable space, commercial use, industrial use, or as a separate dwelling unit; unless as approved through the applicable permitting process.

3. Shall follow applicable zoning district maximum building coverage standards for the acreage found in section 17.2.101.
  4. The accessory structure building height shall not exceed 25 feet.
  5. Accessory structure to be permitted through the Zoning - Lane Use Permit process and meet all applicable standards located in zoning ordinance.
- b. A request by Benjamin and Esther Wissell to allow for a home occupation-expanded on the property in an Agriculture (A) zoning district. The property is located at W1971 Vascheau Road in Section 8, T32N-R8E, in the Town of Schley. The tax pin# is 022-3208-083-9997 and 022-3208-083-9992 with a combined parcel size of approximately 14 acres. The request is being heard under section 17.8.30 and relating to section 17.3.09(8) of the Lincoln County Zoning Ordinance.

A narrated video providing an overview/tour of the property was shown as prepared by Land Services Staff.

Heller asked for testimony in support of the CUP application. The applicant, Benjamin Wissell, was present and explained their proposal.

Heller asked for testimony from any more proponents of the request. Earl Welker, Town of Schley Planning Commission, explained that the Town of Schley is in favor of the request and recommended their own three conditions.

Heller asked for testimony from opponents of the request. There was none.

Huth presented the staff report. County staff recommends that the committee approves the Conditional Use Permit with four recommended conditions, as written in the staff report.

Heller closed the public hearing for the request.

M/S Rusch/Bialecki to approve the request with the four conditions as listed in the staff report. Motion carried on a voice vote.

1. No exterior alterations that change the character as a dwelling or provide significant exterior evidence of the expanded home occupation, other than those signs permitted in the district and for expanded home occupations per ordinance section 17.6.
2. No expanded home occupation shall create smoke, odor, glare, noise, dust, vibration, fire hazard, small electrical interference or any other nuisance that is incompatible with the intent of the district.
3. Persons employed by an expanded home occupation shall be limited to the resident family members and no more than 3 nonresident employees.
4. Should plumbing be installed in the accessory structure, the appropriate sanitary permit as defined in ordinance chapter 22, shall be applied for, installed, and inspected for treatment of sewage waste generated.

#### **PETITION TO ESTABLISH A LAKE DISTRICT**

- c. A petition to establish the Tug Lake District in the Town of Rock Falls. On December 15, 2020, a Petition was filed with the Lincoln County Clerk by Todd Nicklaus (Chairman-Tug Lake District Task Force) requesting the establishment of the Tug Lake District pursuant to Chapter 33 of the Wisconsin Statutes.

Huth explained the process, timeline, and responsibility of this committee as it pertains to the request. Huth explained the Chapter 33 statutes criteria that the committee must take into consideration before forwarding the request to County Board. Huth presented the staff report and reported the petitioners have acquired 76.99% of applicable land owners within the proposed Lake District boundary, which meets the minimum statute requirement of 51%.

Heller asked for the applicant to present their request. John Greenwood of the Tug Lake District Task Force, presented their application. Greenwood stated that the blue-green algae problem in the lake is what drove the need for a Lake District.

Todd Nicklaus of the Tug Lake District Task Force spoke specifying that the formation of a Lake District is necessary for the health of the lake and its residents. The residents need financial support in order to mitigate the blue-green algae which can

be acquired by forming this district. Nicklaus also stated that this Lake District will benefit the general public due to the fact the lake has public access through the county owned park and the town owned boat landing.

Heller asked for testimony from other proponents of the request. There was none.

Heller asked for testimony from opponents of the request. There was none.

Heller closed the public hearing for the request.

The committee discussed and concluded this request meets all four mandatory criteria as listed in the Committee Action Report. McCrank asked the applicants if they understood that, by this formation, they will be subject to Chapter 19 of state statute and all it entails. Greenwood and Nicklaus stated that they do.

M/S McCrank/Bialecki to forward the request to the County Board. Motion carried on a voice vote.

Chair Heller moved to agenda item #11.

11. Adjourn – M/S Heller/Bialecki to adjourn at 4:44pm. Motion carried on a voice vote.

Minutes prepared by Elizabeth Peronto

**Committee:** Land Services Committee

**Meeting Date:** 2/11/21



## Committee Action Report

**TO:** Land Services Committee

**FROM:** Mike Huth, Zoning Program Manager-Land Services Administrator  
Amanda Kasperek, Conservation Program Manager

**DATE:** 2/3/21

**SUBJECT:** Sustainable Agriculture Research & Education (SARE) Mini-Grant Application

---

Staff has submitted an application for a Sustainable Agriculture Research & Education (SARE) Mini-Grant through the Wisconsin Sustainable Agriculture Professional Development Program to further develop the Feed-a-Bee grant project (Service Center Pollinator Garden/Prairie Planting) that was awarded in 2018 and implemented in 2019. The pollinator planting project started when the Lincoln County Land Services Department was awarded the Bayer North America Bee Care Program, "Feed a Bee" Initiative grant in 2019, to fund the beginnings of this pollinator habitat project. The project sites are located at the Lincoln County Service Center and the Community Garden in Merrill, Wisconsin with 52,470 square feet of turf grass converted into pollinator habitat at the Service Center.

The next step in the overall pollinator project is to establish further educational opportunities for the community which includes interpretive signs, field days/workshops, and program milestone updates.

With the pollinator habitats established, we will continue to host educational field days for the general public and schools to promote awareness of the benefits of pollinators and native plants. The interpretive signage will help with educating interested parties at these workshops, but more importantly, those individuals who visit outside of these field days.

Staff will be notified after March 3, 2021 if grant funds will be awarded for the project. The County Board will be presented a resolution to accept and utilize the grant funds. From that point, conservation staff will work with UW-Extension on interpretive signage content, utilize a sign company to construct signage that can function in all weather conditions and further collaborate with the County Maintenance Department regarding the installation of signage features around the prairie planting area.

---

### **REQUESTED ACTION:**

Staff is recommending the LSC forward the attached resolution to the county board in support of accepting the grant funding, should the Sustainable Agriculture Research & Education (SARE) Mini-Grant be awarded for this project.

## Wisconsin SARE Mini-Grant Application

Project title: Service Center Pollinator Project

Project leader: Amanda Kasparek Position: Conservation Program Manager

Phone(s): (715) 539-1054 E-mail: [amanda.kasparek@co.lincoln.wi.us](mailto:amanda.kasparek@co.lincoln.wi.us)

Address: 801 N Sales St, Suite 103, Merrill, WI 54452

Project partners: Lincoln County Maintenance Department, Lincoln County UW-Extension

Anticipated date(s) of project: April – November 2021

Project Summary (200 word max.):

The pollinator planting project started when the Lincoln County Land Services Department was awarded the Bayer North America Bee Care Program “Feed a Bee” Initiative grant in 2019 to fund the beginnings of this pollinator habitat project. The project sites are located at the Lincoln County Service Center and the Community Garden in Merrill, Wisconsin with 52,470 square feet of turf grass converted into pollinator habitat at the Service Center. With the combination of all the partners’ expertise we have countless hours of experience in the establishment and restoration of pollinator habitats. In the fall of 2019, we were excited to be able to bring in classes from area schools to educate the young minds about pollinators and get them excited about our pollinator gardens with hands-on opportunities. We invited and hosted multiple classes to assist in the planting of the pollinator garden.

The next step in this project is to establish further educational opportunities for the community which includes interpretive signs, field days/workshops, and program milestone updates.

How will this project advance the environmental, economic, and social sustainability of agriculture in Wisconsin? (150 word max.)

With the pollinator habitats established, we will continue to host educational field days for the general public and schools to promote awareness of the benefits of pollinators and native plants. The interpretive signage will help with educating interested parties at these workshops, but more importantly, those individuals who visit outside of these field days.

The TB Scott Library in Merrill, Wisconsin currently has a vegetable only seed library in place. We plan to expand the seed library to include native pollinator seeds collected from our established sites. The ultimate goal is for the public to plant the seeds they receive from the library with educational materials developed by our office. This will further educate our community and increase pollinator habitats in the immediate and surrounding areas at no cost to those individuals. The perpetual sustainability of this project is indefinite at the community level

since we are able to remove the boundaries created by the cost of acquiring seeds, and providing educational materials to maintain the habitats.

How will this project contribute to professional development of agricultural educators in the state? (150 word max.)

This garden will serve as an open resource for any and all agricultural educators. Whether it is through one of our three scheduled workshops or through a requested demonstration by an area educator, our pollinator garden will serve as a living classroom for the community. We have the knowledge and experience to not only teach about our pollinator gardens, but also assist other groups, businesses, clubs, and schools to establish their own.

How will you disseminate what you learn through this project to other educators? (150 word max.)

The interpretive signage will be a permanent fixture for educators and the public to utilize at any time. Plans are to host a spring, summer, and fall workshop annually for the first two years. Each workshop will be geared towards what should be done during that specific season i.e. spring establishment, summer maintenance/planting, fall preparation for winter, and prescribed burns.

Program updates and milestones will be presented to local community groups which will include creating and distributing materials, such as flyers, guides, and pamphlets and sharing information through social media or on the County website.

How will you measure the impact of the project on educators, farmers, and others? (150 word max.)

Community impact will be measured based on the number of people attending the workshops, inquiring about the project, schools/educational groups visiting the pollinator habitat, demand for seeds through the library program, and assisting those interested in establishing their own pollinator habitats.

Professional development will be measured by the number of individuals or those groups who participate in the maintenance events. Examples include fire departments participating in prescribed burns for training exercises, aspiring/current conservationists assisting in seed collections each fall, and farmers participating in order to learn best practices to develop their own pollinator plots.

Project description and time line (include specific activities and details not covered in the project summary) (350 word max.):

Interpretative signage are to be permanently installed around the pollinator habitat planting sites in order to create a narrative which generates a positive user experience. The signs will explain



the plant communities and how they are vital in attracting pollinators. Other signs will explain the pollinators that are present at the sites and why these pollinators are keystone species.

Additionally, three workshops will take place throughout the year. The spring workshop will showcase pollinator habitats, identifying weeds, and include a mowing demonstration. The summer workshop will showcase pollinators, explain their importance, threats to them, and how to increase pollinator populations. The fall workshop will showcase proper seed collection, seed storage, and demonstrate how to create habitat for overwintering pollinators.

Further demonstrations and workshops will occur upon request by area educators and group leaders. Especially where young minds are involved, hands on activities generate extra excitement and interest in the subject. Our office will develop a workshop curriculum specific to the requested topic and age group to include a hands-on activity for the young learners that they might keep as an educational memento.

Budget

Mini-grant funds requested (total): \$2,670.00

Matching funds source(s) and total amount (no match required)

<b>Expense type</b>	<b>Mini-grant</b>	<b>Match (optional)</b>
Supplies	\$2,000.00	
Travel	0	
Printing/publicity	\$650.00	
Other: Food & Beverages	\$20.00	
<b>Total:</b>	\$2,670.00	

Budget narrative (provide brief description / justification for each expense type – no word limit)

Supplies - Interpretive Signs – Cost estimates for this project come in at approximately \$600 for each large, custom sign (goal of 2), and approximately \$50-\$100 for each small sign (goal of 5-10). The large signs will be custom created to identify the specific plants and pollinators found in our garden. The small signs are less expensive because they do not need custom creation (ex. General education about hummingbirds, bees, bats, etc.)

Supplies – Workshop Materials – Depending on the age group and topic, we will create brochures or acquire basic project material for the attendees to keep after the event.

Supplies – Planting Resources for Seed Library – Our office will be creating educational materials regarding planting and maintenance to accompany the native prairie seeds from the TB Scott Library for the general public.

Publicity/Printing - To run advertisements in the two newspapers that service our County the cost is \$200 each week (one run for each field day totals \$600). There will be no out of pocket cost for advertising on social media, the County Website, or contacting area schools/clubs. Paper advertisements such as posters, mailings, and handouts come to an estimated cost of \$50 for all three field days.

Food/Beverages – Snacks and Beverages will be provided at the three scheduled workshops at an estimated cost of \$20.

Please note: SARE mini-grant funds cannot be used to provide meals for project participants. Up to \$20 may be used to provide coffee, water, or tea for participants. Any other food costs must be justified and directly related to the educational content of the project.

**DRAFT**

Sustainable Agriculture Research & Education (SARE) Mini-Grant for Service Center Pollinator Educational Signage and Educational Workshop Project

Motion by:				
Second by:				
Dist.	Supervisor	Y	N	Abs
19	Allen			
6	Ashbeck			
1	Bialecki			
11	Breitenmoser			
13	Callahan			
9	Friske			
12	Gilk			
20	Gorski			
14	Hafeman			
8	Heller			
17	Koth			
15	Lee			
16	Loka			
3	McCrank			
22	Panfil			
5	Peterson			
10				
7	Rusch			
21	Simon			
18	Voermans			
2	Weaver			
4	Wendt			
<b>Totals</b>				
Carried				
Defeated				
Amended				
Voice vote				
Roll call				

WHEREAS, the goal of Lincoln County partnering with agencies is to provide education and outreach while increasing capacity for pollinators in Lincoln County; and

WHEREAS, Pollinators are an integral part of not only the agricultural community but every aspect of the botanical world in which we live providing the required pollination to grow crops, fruits and vegetables; and

WHEREAS, Pollinators are in decline throughout the State of Wisconsin and the country as a whole; and

WHEREAS, a continued long-term goal of Lincoln County’s pollinator habitat funded in 2018-2019 through the Bayer North America Bee Care Program Initiative (Feed A Bee Grant program) is to reduce maintenance at the Service Center grounds and provide examples to all individuals visiting the property a pollinator habitat ; and

WHEREAS, Lincoln County applied to Wisconsin Sustainable Agriculture Professional Development for funding through its Mini-Grant program to implement the installation of educational signage and conduct pollinator habitat educational workshops; and

WHEREAS, Section 59.52(19) Wis. Stats. empowers the County Board to accept donations, gifts, or grants of money for any public governmental purpose within the powers of the County; and

NOW, THEREFORE, BE IT RESOLVED, that the Lincoln County Board of Supervisors authorizes application for and acceptance of Wisconsin Sustainable Agriculture Professional Development Mini-Grant funding not to exceed \$2,670.

BE IT FURTHER RESOLVED that the Zoning Program Manager - Land Services Administrator is authorized to execute the agreement between Wisconsin Sustainable Agriculture Professional Development and Lincoln County, subject to oversight by the Land Services Committee.

Dated: (fill-in County Board date)

Introduced by: Land Services Committee

Date Passed: 6/14/18 Committee Vote: (TO BE FILLED IN)

Fiscal Impact: \$0 in-kind, \$0 direct support for Fiscal year 2021/22

Drafted by: Mike Huth – Zoning Program Manager / Land Services Administrator

STATE OF WISCONSIN )  
 ) SS:  
 COUNTY OF LINCOLN )

I hereby certify that this resolution/ordinance is a true and correct copy of a resolution/ordinance adopted by Lincoln County Board of Supervisors on:

\_\_\_\_\_  
 Christopher J. Marlowe  
 County Clerk

**Committee:** Land Services Committee

**Meeting Date:** 2/11/21



## Committee Action Report

**TO:** Land Services Committee

**FROM:** Mike Huth, Zoning Program Manager-Land Services Administrator

**DATE:** 2/3/21

**SUBJECT:** CH 21-Shoreland Zoning Ordinance Update (Shoreline Stabilization Projects)

---

Chapter 21.10(2) of the Lincoln County Shoreland Ordinance outlines the permit requirements for shoreline stabilization projects, such as the installation of rock rip-rap. As currently written, this section of the ordinance does not adequately outline the standards for these types of projects or provide sufficient code references for the review of permit applications and plans.

At a minimum, the Lincoln County ordinance should be referencing the standards found in NR 328 or NRCS practice standard 580. Adding these references to our shoreland ordinance as well as additional information, would provide clear minimum standards that a project plan must meet in order to obtain an approved permit.

Once review/edit of the draft ordinance text is made by the LSC, staff would proceed with the standard public and town notifications to obtain input on the proposed ordinance update. Input would be later utilized during the public hearing held by the LSC.

---

### **REQUESTED ACTION:**

Staff is recommending the LSC approve the following proposed update to the ordinance. This will initiate the notification process to the public and towns of Lincoln County. It will be brought back to the LSC at the April 8, 2021 meeting as a public hearing.

### **Chapter 21.10(2) Proposed Updates**

- Plain text is existing text in our ordinance and no changes proposed.
  - ~~Lined out text~~ is existing ordinance text that will be eliminated
  - Underlined text is proposed revisions and updated language
- 

#### 21.10(2)(c)

Soil disturbing activities for the installation of a shoreline stabilization structure or practice or significant alteration to an existing shoreline stabilization structure located at the OHWM including but not limited to rock rip-rap, sea walls, bulkheads, bio-logs, live staking, and other practices involving soil disturbance.

1. Prior to permit issuance, all shoreline stabilization project plans shall be reviewed and approved by Lincoln County Land Services Staff.
2. All shoreline stabilization projects shall comply with the provisions of Chapter 30, Wis. Stats
3. Shoreline stabilization structures and practices shall be designed and installed, at a minimum, to the standards found in Ch. NR 328 and NRCS Practice Standard 580.
4. A revegetation plan is required for areas above the ordinary high water mark (OHWM) where bare ground is exposed as a result of the construction activities. The revegetation plan shall include details for stabilizing and revegetating bare ground to a minimum of 70% perennial native vegetative cover according to the densities prescribed in Chapter 21.09(2) and the standards outlined in NRCS practice standard 342 and NRCS practice standard 612.
5. All shoreline stabilization project plans shall comply with the provisions of Chapter 20 floodplain regulations.

**Committee:** Land Services Committee  
**Meeting Date:** 2/11/21



## Committee Action Report

**TO:** Land Services Committee

**FROM:** Mike Huth, Zoning Program Manager-Land Services Administrator

**DATE:** 2/3/21

**SUBJECT:** Update on Zoning Ordinance Amendment (Ch 17-Signs)

---

The purpose of this report is to provide the LSC with an update on a proposed Zoning Ordinance Amendment regarding Chapter 17- Signs. Specifically the most recent request was by Supervisor Wendt. In late 2018, and throughout 2019, staff proposed to adjust this section of ordinance to align with State Statutes. County Corporation Counsel had reviewed the proposed ordinance text and supported the proposed amendments. In October 2019, after holding the public hearing and hearing input from the Towns, the LSC forwarded a favorable recommendation of the proposed ordinance to the County Board. At the November 2019 County Board meeting, a motion was defeated for approval, resulting in the ordinance not being updated.

The proposed text was in response to a discovery that the Lincoln County sign ordinance appears to not be in alignment with state law and a Supreme Court ruling (*Reed v. Town of Gilbert, Ariz., 576 U.S. 155 (2015)*). It appears that the Supreme Court has found that when a government defines specific types of speech by subject matter or function (i.e., temporary signs, political signs, directional signs, real estate signs) and has different restrictions for each type, it is inherently content based and subject to strict scrutiny.

---

### **REQUESTED ACTION:**

Staff is recommending the LSC wait for review and direction from County Corporation Counsel before proceeding with any ordinance amendments to Ch 17 – Signs.

**Committee:** Land Services Committee  
**Meeting Date:** 2/11/21



## Committee Action Report

**TO:** Land Services Committee

**FROM:** Mike Huth, Zoning Program Manager-Land Services Administrator

**DATE:** 2/3/21

**SUBJECT:** Amend 2021 Fee Schedule

Staff has identified that clarity is needed regarding the ‘Change of Land Use’ line item in the department fee schedule. The November 2007 LSC minutes reflect that the Change of Land Use fee is specifically for converting an accessory structure to a principal structure.

Staff has encountered an array of situations throughout the years that has made using this fee difficult because it only specifies “accessory to principal”. There are many other situations when property owners are changing land use categories (residential, commercial, agriculture, industrial) or are converting a structure from principal to accessory. When changes of this nature occur many other reviews and agency notifications are made regarding: updating assessor records, Private Onsite Waste Water Treatment System (POWTS) review, Uniform Dwelling Code (UDC) and habitation inspections.

Staff intentions would be that if any of the proposed land use changes are different from the currently permitted/legal non-conforming use of the structure, it would require this fee (to be submitted with corresponding form).

TYPE OF LAND USE CHANGE		
CURRENT USE		PROPOSED USE
Residential - Accessory	→ TO →	Residential - Accessory
Residential – Principal (Dwelling)		Residential – Principal (Dwelling)
Agricultural – Accessory		Agricultural – Accessory
Agricultural - Principal		Agricultural - Principal
Commercial - Accessory		Commercial - Accessory
Commercial - Principal		Commercial - Principal
Industrial - Accessory		Industrial - Accessory
Industrial - Principal		Industrial - Principal

**REQUESTED ACTION:**

Staff is recommending the LSC amend the 2021 Fee Schedule as attached to include specific text on the fee schedule so it is all inclusive for all change of land use situations.

**LINCOLN COUNTY ZONING & CONSERVATION FEE SCHEDULE**

(EFFECTIVE 02/12/2021)

**DRAFT**

**LAND USE, SOIL DISTURBANCE ACTIVITIES, & 59.692 PERMITS:**

LAND USE - PRINCIPAL STRUCTURE	.....\$	250.00
(New or replacing - Home, cottage, seasonal dwelling, hunting shack, mobile home, manufactured home, camping unit, etc.)		
LAND USE - ADDITIONS & ACCESSORY USES	..... \$	100.00
(Room addition, deck, garage, storage building, etc.) <u>IF</u> on a separate permit from principal structure		
LAND USE - BOATHOUSES	..... \$	150.00
(A Soil Disturbance Permit is also required) <u>IF</u> on a separate permit from principal structure		
CHANGE OF LAND USE for a permitted or legal non-conforming structure to a different land use	..... \$	150.00
(ex. Accessory to principal, principal to accessory, agricultural to commercial, etc) <del>A previously permitted accessory structure to us as a principal structure (dwelling)</del>		
SHORT TERM RENTAL - INITIAL PERMIT APPLICATION	..... \$	250.00
SHORT TERM RENTAL - RENEW EXISTING PERMIT	..... \$	150.00
SOIL DISTURBANCE PERMIT	..... \$	100.00
(filling, grading, excavating, steep slopes, retaining walls, access stairways, boathouses, etc.)		
59.692 PERMIT (open-sided structure within required setback to water + \$30 affidavit recording fee)	\$	150.00
COMMERCIAL / INDUSTRIAL Principal Structure	..... \$	500.00
COMMERCIAL / INDUSTRIAL Addition & Accessory Uses	..... \$	200.00
CELLULAR TOWER - INITIAL STRUCTURE	..... \$	3,000.00
CELLULAR TOWER - ACCESSORY STRUCTURE / CO-LOCATION	..... \$	500.00
AFTER-THE-FACT FEE (Failure to obtain permit before starting construction)	.....	Doubles fee
(Fee will be assessed if construction is started before permit is ISSUED)		
RETURN INSPECTION FEE	..... \$	100.00
(Site or lot lines not staked by applicant, stakes not visible, etc.)		

**SANITARY FEES:**

Permit - (CONVENTIONAL SEPTIC)	..... \$	375.00 (*) (**)
(*) plus \$.10/gal for daily for Wastewater flow <u>exceeding</u> 750 gal/day.		
(**) small commercial or public conventional requires an		
ADDITIONAL Agent Status Plan Review fee of	..... \$	100.00
Permit - (STANDARD PRESSURIZED SYSTEM)	..... \$	500.00
(Mound system, In-Ground Pressure, At-Grade)		
Permit - (HOLDING TANK) (INCLUDES Agent Status Plan Review fee)	..... \$	525.00
(Plus recording fee for Holding Tank Agreement)		
Permit (REPLACEMENT OR RELOCATION of existing tank only)	..... \$	225.00
(Only if State/Agent approval is not required)		
Permit (RECONNECT OR REPAIR)	..... \$	125.00
TRANSFER OF PROPERTY OWNER of issued Sanitary Permit	..... \$	50.00
RENEWAL of issued Sanitary Permit (before expiration date)	..... \$	50.00
CHANGE OF PLUMBER on issued Sanitary Permit	..... \$	50.00
REVISION of issued Sanitary Permit	..... \$	75.00
RETURN INSPECTION FEE (for any reason OR unplanned return	..... \$	100.00
Inspection(s) required due to plumber/excavator problems)(fee per each inspection)		
Permit (RV Transfer Container -(ALLOWED IN APPROVED/LICENSED CAMPGROUNDS ONLY)	.... \$	100.00
Permit (Non-plumbed - privy - outhouse, chemical, incinerating, portable, composting)		\$ 100.00
.. Annual Fee (after original permit issuance for - privy - portable)	..... \$	25.00
SOIL REVIEW & FILING FEE for Soil & On-site evaluation (soil test)	..... \$	50.00
WI FUND GRANT - Administrative fee (payable at receipt of grant funds)	..... \$	150.00

- continued on next page -



**PUBLIC HEARINGS:**

CONDITIONAL USE .....	\$ 350.00	
REZONE (Zoning Amendment/District Boundary Change) .....	\$ 350.00	
REZONE - MULTIPLE APPLICANTS .....	\$ 350.00	for original application +
(Total fee apportioned equally to all applicants - all must sign app)	\$ 150.00	ea. Applicant after the first
LAND USE PLAN CHANGE HEARING .....	\$ 50.00	
(In conjunction with a rezone.)		
PETITION FOR MODIFICATION (of Subdivision Ordinance) .....	\$ 350.00	+ Subdivision review fee
APPEAL OF ZONING INTERPRETATIONS .....	\$ 450.00	
VARIANCE .....	\$ 450.00	
LAKE DISTRICT CREATION .....	\$ 350.00	
CALLING A SPECIAL MEETING Land Services Comm. OR Board of Adjust.) .....	\$600.00	
(Meeting must still meet Public Hearing Notice requirements)		

**SUBDIVISION OR CONDOMINIUM PLAT REVIEW:**

MAJOR (five or more lots or units) (Application & PRELIMINARY PLAT REVIEW) .	\$ 300.00	
PLUS FINAL plat review for major subdivision or condominium plat..	\$ 200.00	+ \$15/Lot or Unit
MINOR (One-four lot land division or one-four condominium units) .....	\$ 150.00	
CONDOMINIUM PLAT ADDENDUM .....	\$ 200.00	
REQUEST FOR COUNTY SURVEYOR REVIEW / ADMINISTRATOR SIGNATURE. ...	\$ 100.00	
(when not associated with Minor Sub. Div. Review)		

**NON-METALLIC MINING PLAN REVIEW:**

Reclamation Plan Review .....	\$ 300.00
Expedited Reclamation Plan Review (Doubles fee) .....	\$ 600.00
Reclamation Plan Revision .....	\$ 100.00
Mine/Pit Ownership Transfer (Requires forms & documentation but no fee) N/A	

**NON-METALLIC MINING ANNUAL OPERATOR'S FEE**

(includes portion of fee that Lincoln County submits to DNR):

(Un-reclaimed acres, rounded to the nearest whole acre)	
1-5 acres .....	\$ 175.00
6-10 acres .....	\$ 350.00
11-15 acres .....	\$ 525.00
16-25 acres .....	\$ 700.00
26-50 acres .....	\$ 810.00
51 acres or larger .....	\$ 870.00
Inactive permitted pit .....	\$ 50.00

**CONSERVATION PROJECTS, PERMITS, AND DESIGN FEES**

SOIL TESTS FOR NUTRIENT MANAGEMENT .....	\$ laboratory rate
SHORELINE STABILIZATION PERMIT (rock rip-rap, sea walls, bio-logs, live staking, etc	\$ 100.00
(Additional Conservation Design/Technical Services fees apply, if applicable)	
CONSERVATION DESIGN/TECHNICAL SERVICES Based upon Staff Availability)	\$ 100.00+
Minimum of \$100 or 1% of total project cost, whichever is greater, but not to exceed \$500	
MANURE STORAGE/WASTE TRANSFER/MANURE STORAGE CLOSURE.....	\$ 100.00+
Minimum of \$100 or 1% of total project cost, whichever is greater, but not to exceed \$1,000	

**MISCELLANEOUS FEES/PERMITS:**

Sign Permit (Town or County Road) .....	\$ 100.00
Billboards (State or Federal Highway) .....	\$ 250.00
Request for On-Site (Fee assessed at the discretion of Land Services Administrator)	\$ 100.00
Recording fee for Holding Tank agreement, Buffer or .....	\$ 30.00
Land Use Affidavit, CSM, etc.- regardless of number of pages)	
Copies, maps, printed pages ( <del>8 1/2</del> x <del>11</del> up to 11"x17" -black & white)	\$ .15 /page
Copies, maps, printed pages ( <del>8 1/2</del> x <del>11</del> up to 11"x17" - color) .....	\$ 1.00 /page

**REFUND POLICY**

A minimum of \$50 will be withheld from the refund to cover administration fees. Refunds in whole or in part are subject to the discretion of Land Services Administrator.

**DEPARTMENT UPDATES**

- GIS SPECIALIST- The position has been posted/advertised and we are accepting applications until 2/12/21. Following the review of applicants, interviews will be scheduled and steps taken to complete the hiring process.
- TELECOMMUTING AND COVID19- Staff are still successfully balancing their time between telecommuting and the office to minimize the amount of direct interactions/potential exposure between staff and the general public. Phone calls, emails, and virtual meetings are being conducted to maintain communication levels. Management has been encouraging staff to review the telecommuting policy and create plans should they choose to use the telecommuting policy or a quarantine situation would require it. The department has continued to work closely with IT to determine and establish equipment/software needed to ensure services are maintained while telecommuting.
- OPEN RECORDS REQUEST – Staff completed the compiling of documents regarding a recent open records request within a timely manner. IT/ADMIN have been working on providing the documents to the requester in a format that they can access/view.
- FORMATION OF THE TUG LAKE DISTRICT – Staff has prepared and sent the County Clerk a draft of the resolution for the County Board. LS staff is waiting to hear back from the County Clerk as to what month the County Board will hear the resolution. Wis. Stats. has a definitive timeline as to when the County Board must take action on the requested formation of the Lake District.
- CORPORATION COUNSEL TRANSITION- Until the Corporation Counsel position is filled, the LS department continues to be on hold regarding a number of zoning/POWTS enforcement actions/citations, RFP preparation for WLIP funded consultant tasks, and overall guidance on zoning ordinance updates (Home Occupations and Signs).

**ZONING PROGRAMS**

Permit Type	2021	2020	2019	2018
Sanitary	34	20	8	5
Land Use	35	23	14	7

- CONDITIONAL USE PERMIT (CUP) REQUEST- This month LSC is holding a public hearing for a request to allow for a camping unit on a property for more than 60 days a year in a Rural Residential (RR3) zoning district.
- ZONING/LAND USE TRAINING RESOURCES- The UW-Stevens Point Center for Land Use Education (CLUE) has created a variety of online zoning trainings relating to CUP, Variances, Land Use, Planning Commissions, Subdivisions, etc. Staff encourages you to browse the educational offerings. A letter will be sent to all Land Services Committee and Board of Adjustment Members with more information. To access the materials immediately, please visit <https://www.uwsp.edu/cnr-ap/clue/Pages/default.aspx>

## **CONSERVATION PROGRAM**

- **SOIL & WATER RESOURCE MANAGEMENT (SWRM) PROGRAM** – Will be cost-sharing on one nutrient management plan so far this year. Two shoreline restoration projects will be installed this month or next.
- **MULTI-DISCHARGE PHOSPHORUS VARIANCE (MDV) PROGRAM** – Roof structure that is funded under this program has been installed. Working on reimbursement paperwork right now.
- **NONMETALLIC MINING (NMM)** – Permits and updated financial assurances were due January 31<sup>st</sup>. Second reminder mailing will be issued soon to the few that haven't come in yet or weren't correct.
- **NUTRIENT MANAGEMENT** – Started assisting farmers with updating their plans. The farmer training classes are about half way done. Lincoln County had one person in the class this year.
- **NORTH CENTRAL AREA LAND & WATER CONSERVATION ASSOCIATION (NCLWCA)** – Lincoln County is hosting the next meeting. The date is set for May 4<sup>th</sup> from 10-12. The meeting is planned to be virtual unless Covid restrictions change.

## **LAND INFORMATION PROGRAMS**

- **WISCONSIN LAND INFORMATION PROGRAM (WLIP)**
  - RFP Development is on hold until new corporation counsel is in place or new process is developed
  - Finishing up with allotted LTE hours for 2020 Strategic Initiative Grant and will be closing that out to receive final payment of \$20,000
  - State WLIP released Version 7 specifications for required data submittals of Parcels, Addresses, Roads, Zoning, Land Use, PLSS and other layers
  - Transcendent Technologies is working on RPL/Assessment changes that are required for state requirements and submittal
  - Local Redistricting Projects have been delayed because of delivery delays from CENSUS
  - Received \$1,000 Education grant for 2021
- **NEW GIS VIEWER SITES**
  - GIS Viewer for Land Records
    - Site is working well and is getting good reviews
  - Working on publishing 2020 Orthophotos now that GIS Server Migrations are occurring
- **GIS SERVER(S) MIGRATION**
  - Data storage drives have been migrated and are being test
  - GIS Server portion of storage has been migrated and the GIS webserver is now pointed at the new server both for drives and IIS
  - SQL Server/ArcSDE are the third phase of the migration and still need to be migrated
- **REAL PROPERTY LISTER**
  - Splits, Combines, CSMs Entry completed by 2/2/2021
  - Roll Over of Tax database 2020 Splits Combines 2/2/2021



FOR 2021 01

JOURNAL DETAIL 2021 1 TO 2021 1

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
41 LAND SERVICES DEPARTMENT							
51 GENERAL GOVERNMENT							
10410051 511000 GG-SALARIES AND WA	144,199	144,199	11,113.33	11,113.33	.00	133,085.67	7.7%
2021/01/000003 01/01/2021 BUC	144,199.00 REF				ORIGINAL BUDGET 2021		
2021/01/000026 01/15/2021 PRJ	6,945.83 REF	PAYROL			WARRANT=210115 RUN=2	GENERAL	
2021/01/000045 01/01/2021 GEN	-2,778.33 REF	SF			ACCRUED WAGES PRPD 1/15/21		
2021/01/000070 01/29/2021 PRJ	6,945.83 REF	PAYROL			WARRANT=210129 RUN=2	GENERAL	
10410051 520000 GG-EMPLOYEE BENEFI	98,123	98,123	6,374.64	6,374.64	.00	91,748.36	6.5%
2021/01/000003 01/01/2021 BUC	98,123.00 REF				ORIGINAL BUDGET 2021		
2021/01/000026 01/15/2021 PRJ	3,390.96 REF	PAYROL			WARRANT=210115 RUN=2	GENERAL	
2021/01/000045 01/01/2021 GEN	-400.08 REF	SF			ACCRUED WAGES PRPD 1/15/21		
2021/01/000070 01/29/2021 PRJ	3,383.76 REF	PAYROL			WARRANT=210129 RUN=2	GENERAL	
10410051 530000 GG-REMONUMENTATION	3,000	3,000	.00	.00	.00	3,000.00	.0%
2021/01/000003 01/01/2021 BUC	3,000.00 REF				ORIGINAL BUDGET 2021		
10410051 531060 GG-TT CONTRACT	45,000	45,000	.00	.00	.00	45,000.00	.0%
2021/01/000003 01/01/2021 BUC	45,000.00 REF				ORIGINAL BUDGET 2021		
10410051 531190 GG-SOFTWARE MAINT	30,000	30,000	15,450.00	15,450.00	.00	14,550.00	51.5%
2021/01/000003 01/01/2021 BUC	30,000.00 REF				ORIGINAL BUDGET 2021		
2021/01/000079 01/29/2021 API	15,450.00 VND	000158 VCH329415	ESRI INC		SOFTWARE MAINTENANCE		10351
10410051 531270 GG-RETAINED FEE EX	266,742	266,742	.00	.00	.00	266,742.00	.0%
2021/01/000003 01/01/2021 BUC	266,742.00 REF				ORIGINAL BUDGET 2021		
10410051 543001 GG-VEH MAINT	1,000	1,000	.00	.00	.00	1,000.00	.0%
2021/01/000003 01/01/2021 BUC	1,000.00 REF				ORIGINAL BUDGET 2021		
10410051 545000 GG-ROAD REPAIR	500	500	.00	.00	.00	500.00	.0%
2021/01/000003 01/01/2021 BUC	500.00 REF				ORIGINAL BUDGET 2021		

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10410051 551000 GG-INSURANCE	270	270	.00	.00	.00	270.00	.0%
2021/01/000003 01/01/2021 BUC	270.00 REF				ORIGINAL BUDGET 2021		
10410051 552001 GG-TELEPHONE	1,200	1,200	128.16	128.16	.00	1,071.84	10.7%
2021/01/000003 01/01/2021 BUC	1,200.00 REF				ORIGINAL BUDGET 2021		
2021/01/000075 01/28/2021 API	38.07 VND	005069 VCH329349			CELL PHONES		331125
2021/01/000088 01/31/2021 GEN	90.09 REF LK				JANUARY TELEPHONE CHARGES		
10410051 554000 REAL TAX LISTER PR	5,000	5,000	.00	.00	.00	5,000.00	.0%
2021/01/000003 01/01/2021 BUC	5,000.00 REF				ORIGINAL BUDGET 2021		
10410051 554001 GG-PRINTING ALLOC	5,000	5,000	38.49	38.49	.00	4,961.51	.8%
2021/01/000003 01/01/2021 BUC	5,000.00 REF				ORIGINAL BUDGET 2021		
2021/01/000084 01/29/2021 GEN	38.49 REF LK				ORIGINAL BUDGET 2021		
10410051 555000 GG-TRAVEL TRAINING	4,500	4,500	740.00	740.00	.00	3,760.00	16.4%
2021/01/000003 01/01/2021 BUC	4,500.00 REF				ORIGINAL BUDGET 2021		
2021/01/000009 01/07/2021 API	100.00 VND	400232 VCH328803			WI CO SURVEYORS ASSO MEMBERSHIP DUES		330830
2021/01/000009 01/07/2021 API	80.00 VND	000852 VCH328805			WI REAL PROPERTY LIS MEMBERSHIP DUES		330835
2021/01/000009 01/07/2021 API	180.00 VND	400288 VCH328806			WI SOCIETY OF LAND S MEMBERSHIP DUES		330836
2021/01/000079 01/29/2021 API	200.00 VND	000654 VCH329403			UW-STEVENS POINT		10374
2021/01/000079 01/29/2021 API	55.00 VND	000524 VCH329419			WLIA		10377
2021/01/000079 01/29/2021 API	125.00 VND	000524 VCH329420			WLIA		10377
10410051 560000 GG-RURAL ADDRESS	3,000	3,000	76.55	76.55	.00	2,923.45	2.6%
2021/01/000003 01/01/2021 BUC	3,000.00 REF				ORIGINAL BUDGET 2021		
2021/01/000075 01/28/2021 API	76.55 VND	000405 VCH329323			RURAL ADDRESS NUMBERS		331112
10410051 561100 GG-OFFICE SUPPLIES	4,000	4,000	.00	.00	.00	4,000.00	.0%
2021/01/000003 01/01/2021 BUC	4,000.00 REF				ORIGINAL BUDGET 2021		
10410051 561101 GG-POSTAGE	700	700	.00	.00	.00	700.00	.0%
2021/01/000003 01/01/2021 BUC	700.00 REF				ORIGINAL BUDGET 2021		
10410051 562001 GG-FUEL	1,200	1,200	.00	.00	.00	1,200.00	.0%
2021/01/000003 01/01/2021 BUC	1,200.00 REF				ORIGINAL BUDGET 2021		



FOR 2021 01

JOURNAL DETAIL 2021 1 TO 2021 1

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10410051 562002 GG-ELECTRONIC ACCE	114,911	114,911	.00	.00	.00	114,911.00	.0%
2021/01/000003 01/01/2021 BUC	114,911.00 REF				ORIGINAL BUDGET 2021		
TOTAL NO PROJECT	728,345	728,345	33,921.17	33,921.17	.00	694,423.83	4.7%
10005 BASE BUDGET WLIP GRANT							
10410051 511000 10005 GG-BASE WLIP	32,200	32,200	900.00	900.00	.00	31,300.00	2.8%
2021/01/000003 01/01/2021 BUC	32,200.00 REF				ORIGINAL BUDGET 2021		
2021/01/000026 01/15/2021 PRJ	420.00 REF	PAYROL			WARRANT=210115 RUN=2	GENERAL	
2021/01/000070 01/29/2021 PRJ	480.00 REF	PAYROL			WARRANT=210129 RUN=2	GENERAL	
10410051 520000 10005 GG - BASE WLI	10,585	10,585	68.85	68.85	.00	10,516.15	.7%
2021/01/000003 01/01/2021 BUC	10,585.00 REF				ORIGINAL BUDGET 2021		
2021/01/000026 01/15/2021 PRJ	32.13 REF	PAYROL			WARRANT=210115 RUN=2	GENERAL	
2021/01/000070 01/29/2021 PRJ	36.72 REF	PAYROL			WARRANT=210129 RUN=2	GENERAL	
10410051 571000 10005 GG-BASE WLIP	12,215	12,215	.00	.00	.00	12,215.00	.0%
2021/01/000003 01/01/2021 BUC	12,215.00 REF				ORIGINAL BUDGET 2021		
TOTAL BASE BUDGET WLIP GRANT	55,000	55,000	968.85	968.85	.00	54,031.15	1.8%
10015 STATE EDUCATION GRANT							
10410051 555000 10015 GG-STATE EDU	1,000	1,000	.00	.00	.00	1,000.00	.0%
2021/01/000003 01/01/2021 BUC	1,000.00 REF				ORIGINAL BUDGET 2021		
TOTAL STATE EDUCATION GRANT	1,000	1,000	.00	.00	.00	1,000.00	.0%
10127 STRATEGIC INITIATIVE GRANT							
10410051 511000 10127 SALARIES AND	34,500	34,500	.00	.00	.00	34,500.00	.0%
2021/01/000003 01/01/2021 BUC	34,500.00 REF				ORIGINAL BUDGET 2021		



02/02/2021 08:23  
Samantha.Fenske

LINCOLN COUNTY  
YEAR TO DATE EXPENDITURES JANUARY 2021  
LAND SERVICES

P 4  
glytdbud

FOR 2021 01

JOURNAL DETAIL 2021 1 TO 2021 1

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10410051 520000 10127 EMPLOYEE BENE	2,608	2,608	.00	.00	.00	2,608.00	.0%
2021/01/000003 01/01/2021 BUC	2,608.00 REF				ORIGINAL BUDGET 2021		
10410051 571000 10127 GG-STRATEGIC	12,892	12,892	.00	.00	.00	12,892.00	.0%
2021/01/000003 01/01/2021 BUC	12,892.00 REF				ORIGINAL BUDGET 2021		
TOTAL STRATEGIC INITIATIVE GRANT	50,000	50,000	.00	.00	.00	50,000.00	.0%
TOTAL GENERAL GOVERNMENT	834,345	834,345	34,890.02	34,890.02	.00	799,454.98	4.2%
53 PUBLIC WORKS							
10002 WISCONSIN FUND GRANT							
10410053 595000 10002 PW-WI FUND	15,000	15,000	.00	.00	.00	15,000.00	.0%
2021/01/000003 01/01/2021 BUC	15,000.00 REF				ORIGINAL BUDGET 2021		
TOTAL WISCONSIN FUND GRANT	15,000	15,000	.00	.00	.00	15,000.00	.0%
TOTAL PUBLIC WORKS	15,000	15,000	.00	.00	.00	15,000.00	.0%
56 CONSERVATION AND DEVELOPMENT							
10410056 511000 C&D-SALARY AND WAG	245,578	245,578	10,211.82	10,211.82	.00	235,366.18	4.2%
2021/01/000003 01/01/2021 BUC	245,578.00 REF				ORIGINAL BUDGET 2021		
2021/01/000026 01/15/2021 PRJ	6,382.39 REF				WARRANT=210115 RUN=2 GENERAL		
2021/01/000045 01/01/2021 GEN	-2,552.96 REF SF				ACCRUED WAGES PRPD 1/15/21		
2021/01/000070 01/29/2021 PRJ	6,382.39 REF PAYROL				WARRANT=210129 RUN=2 GENERAL		
10410056 520000 C&D-EMPLOYEE BENE	116,008	116,008	7,434.91	7,434.91	.00	108,573.09	6.4%
2021/01/000003 01/01/2021 BUC	116,008.00 REF				ORIGINAL BUDGET 2021		
2021/01/000026 01/15/2021 PRJ	3,900.81 REF				WARRANT=210115 RUN=2 GENERAL		
2021/01/000045 01/01/2021 GEN	-367.63 REF SF				ACCRUED WAGES PRPD 1/15/21		
2021/01/000070 01/29/2021 PRJ	3,901.73 REF PAYROL				WARRANT=210129 RUN=2 GENERAL		



02/02/2021 08:23  
Samantha.Fenske

LINCOLN COUNTY  
YEAR TO DATE EXPENDITURES JANUARY 2021  
LAND SERVICES

P 5  
glytbdud

FOR 2021 01

JOURNAL DETAIL 2021 1 TO 2021 1

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10410056 530000 C&D-GRAZING	7,500	7,500	.00	.00	.00	7,500.00	.0%
2021/01/000003 01/01/2021 BUC	7,500.00 REF				ORIGINAL BUDGET 2021		
10410056 543001 C&D-VEHICLE MAINT	3,000	3,000	.00	.00	.00	3,000.00	.0%
2021/01/000003 01/01/2021 BUC	3,000.00 REF				ORIGINAL BUDGET 2021		
10410056 551000 C&D-INSURANCE	1,300	1,300	.00	.00	.00	1,300.00	.0%
2021/01/000003 01/01/2021 BUC	1,300.00 REF				ORIGINAL BUDGET 2021		
10410056 552001 C&D-TELEPHONE	1,500	1,500	112.44	112.44	.00	1,387.56	7.5%
2021/01/000003 01/01/2021 BUC	1,500.00 REF				ORIGINAL BUDGET 2021		
2021/01/000075 01/28/2021 API	40.31 VND	005069 VCH329349			ORIGINAL BUDGET 2021		
2021/01/000088 01/31/2021 GEN	72.13 REF LK				CELL PHONES		331125
10410056 553000 C&D-ADVERTISING	2,500	2,500	.00	.00	.00	2,500.00	.0%
2021/01/000003 01/01/2021 BUC	2,500.00 REF				ORIGINAL BUDGET 2021		
10410056 554001 C&D-PRINTING ALLOC	4,000	4,000	152.61	152.61	.00	3,847.39	3.8%
2021/01/000003 01/01/2021 BUC	4,000.00 REF				ORIGINAL BUDGET 2021		
2021/01/000084 01/29/2021 GEN	152.61 REF LK				ORIGINAL BUDGET 2021		
10410056 555000 C&D-TRAVEL TRAININ	6,500	6,500	200.00	200.00	.00	6,300.00	3.1%
2021/01/000003 01/01/2021 BUC	6,500.00 REF				ORIGINAL BUDGET 2021		
2021/01/000058 01/21/2021 API	200.00 VND	001229 VCH329151			ORIGINAL BUDGET 2021		331034
10410056 561100 C&D-OFFICE SUPPLIE	3,000	3,000	.00	.00	.00	3,000.00	.0%
2021/01/000003 01/01/2021 BUC	3,000.00 REF				ORIGINAL BUDGET 2021		
10410056 561101 C&D-POSTAGE	3,500	3,500	.00	.00	.00	3,500.00	.0%
2021/01/000003 01/01/2021 BUC	3,500.00 REF				ORIGINAL BUDGET 2021		
10410056 562001 C&D-FUEL	2,800	2,800	.00	.00	.00	2,800.00	.0%
2021/01/000003 01/01/2021 BUC	2,800.00 REF				ORIGINAL BUDGET 2021		



	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10413556 511001 C&D- BOA PER DIEM	1,000	1,000	.00	.00	.00	1,000.00	.0%
2021/01/000003 01/01/2021 BUC	1,000.00 REF				ORIGINAL BUDGET 2021		
10413556 532000 C&D-BOA REPORTER	100	100	.00	.00	.00	100.00	.0%
2021/01/000003 01/01/2021 BUC	100.00 REF				ORIGINAL BUDGET 2021		
TOTAL NO PROJECT	398,286	398,286	18,111.78	18,111.78	.00	380,174.22	4.5%
10010 LWRMP IM BONDING STATE AID							
10410056 595000 10010 C&D-LWRMP BON	100,000	100,000	.00	.00	.00	100,000.00	.0%
2021/01/000003 01/01/2021 BUC	100,000.00 REF				ORIGINAL BUDGET 2021		
TOTAL LWRMP IM BONDING STATE AID	100,000	100,000	.00	.00	.00	100,000.00	.0%
10016 SWRM STAFFING STATE AID							
10410056 511000 10016 C&D-SALARIES	120,564	120,564	7,267.89	7,267.89	.00	113,296.11	6.0%
2021/01/000003 01/01/2021 BUC	120,564.00 REF				ORIGINAL BUDGET 2021		
2021/01/000026 01/15/2021 PRJ	4,509.11 REF PAYROL				WARRANT=210115 RUN=2 GENERAL		
2021/01/000045 01/01/2021 GEN	-1,803.64 REF SF				ACCRUED WAGES PRPD 1/15/21		
2021/01/000070 01/29/2021 PRJ	4,562.42 REF PAYROL				WARRANT=210129 RUN=2 GENERAL		
10410056 520000 10016 C&D-EMPLOYEE	55,952	55,952	3,808.87	3,808.87	.00	52,143.13	6.8%
2021/01/000003 01/01/2021 BUC	55,952.00 REF				ORIGINAL BUDGET 2021		
2021/01/000026 01/15/2021 PRJ	2,025.06 REF PAYROL				WARRANT=210115 RUN=2 GENERAL		
2021/01/000045 01/01/2021 GEN	-259.72 REF SF				ACCRUED WAGES PRPD 1/15/21		
2021/01/000070 01/29/2021 PRJ	2,043.53 REF PAYROL				WARRANT=210129 RUN=2 GENERAL		
TOTAL SWRM STAFFING STATE AID	176,516	176,516	11,076.76	11,076.76	.00	165,439.24	6.3%
10018 WILDLIFE ABATEMENT STATE AID							
10410056 595000 10018 C&D-WILDLIFE	20,000	20,000	.00	.00	.00	20,000.00	.0%



02/02/2021 08:23  
Samantha.Fenske

LINCOLN COUNTY  
YEAR TO DATE EXPENDITURES JANUARY 2021  
LAND SERVICES

FOR 2021 01

JOURNAL DETAIL 2021 1 TO 2021 1

ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10410056 595000 10018 C&D-WILDLIFE	20,000					
2021/01/000003 01/01/2021 BUC	20,000.00 REF					
TOTAL WILDLIFE ABATEMENT STATE AI	20,000	.00	.00	.00	20,000.00	.0%
TOTAL CONSERVATION AND DEVELOPMEN	694,802	29,188.54	29,188.54	.00	665,613.46	4.2%
TOTAL LAND SERVICES DEPARTMENT	1,544,147	64,078.56	64,078.56	.00	1,480,068.44	4.1%
TOTAL EXPENSES	1,544,147	64,078.56	64,078.56	.00	1,480,068.44	
GRAND TOTAL	1,544,147	64,078.56	64,078.56	.00	1,480,068.44	4.1%

ORIGINAL BUDGET 2021

\*\* END OF REPORT - Generated by Samantha Fenske \*\*

Lincoln County Employee Timesheet

Name: Michael Huth  
 Employee Number: 583  
 Department: LAND SERVICES  
 Representative Status: Nonrepresented  
 FLSA Status: Exempt  
 Pay Period: From: 12/28/2020 To: 1/10/2021

12/28	12/29	12/30	12/31	1/1	1/2	1/3	1/4	1/5	1/6	1/7	1/8	1/9	1/10	FLMLA hours
8	8	8			3		8	9.5	10	9	8.5			72
			8	8										0
														16
														0
														0
														0
8	8	8	8	8	0	0	8	8	8	8	8	0	0	80
														0
8	8	8	8	8	3	0	8	9.5	10	9	8.5	0	0	88
<b>TOTAL HOURS PAID</b>														
<b>TOTAL HOURS REPORTED</b>														

I certify that the foregoing is true and correct.

*Phin S. Hut*  
 Employee signature

Supervisor signature: Mandatory for all employees

GRANT ALLOWABLE EXPENDITURES

GRANT NAME/PROJECT:

GRANT NAME/PROJECT:

GRANT NAME/PROJECT:

GRANT NAME/PROJECT:

GRANT NAME/PROJECT:

COMPLETED BY:

APPROVED BY:

Lincoln County Employee Timesheet

Name: Michael Huth  
 Employee Number: 583  
 Department: LAND SERVICES  
 Representative Status: Nonrepresented  
 FLSA Status: Exempt  
 Pay Period: From: 1/11/2020 To: 1/24/2020

1/11	1/12	1/13	1/14	1/15	1/16	1/17	1/18	1/19	1/20	1/21	1/22	1/23	1/24	Hours	Pay Category	FMFLA hours
8	8	7	9	8			7	9.5	6.25	8	8	2		80.75	Regular	10410056.511000
														0	Vacation:	
														0	Holiday:	
														0	Paid Sick Allowance:	
														0	Paid Funeral Leave:	
														0	Worker's Compensation:	
8	8	8	8	8	0	0	8	8	8	8	8	0	0	80	<b>TOTAL HOURS PAID</b>	
														0		
8	8	7	9	8	0	0	7	9.5	6.25	8	8	2	0	80.75	<b>TOTAL HOURS REPORTED</b>	

I certify that the foregoing is true and correct.

*Min S. Hut*

Employee signature

Supervisor signature

Mandatory for all employees

GRANT ALLOWABLE EXPENDITURES

GRANT NAME/PROJECT: \_\_\_\_\_ COMPLETED BY: \_\_\_\_\_

GRANT NAME/PROJECT: \_\_\_\_\_

GRANT NAME/PROJECT: \_\_\_\_\_

GRANT NAME/PROJECT: \_\_\_\_\_ APPROVED BY: \_\_\_\_\_

GRANT NAME/PROJECT: \_\_\_\_\_

### NOTICE OF PUBLIC HEARING

The Lincoln County Land Services Committee will hold a Public Hearing on Thursday, February 11, 2021 at 4:00p.m. to take testimony on the items listed below. The public hearing will be held at the Lincoln County Service Center, Meeting room #255/257/260, at 801 N. Sales St., Merrill, WI. The public may attend either in person or via telephone conference (details may be found in agenda once it is posted at <https://co.lincoln.wi.us/meetings>).

#### CONDITIONAL USE REQUEST

1. A request by Joey Schulz to allow a camping unit on the property for more than 60 days a year in a Rural Residential (RR3) zoning district. The property is located at the intersection of Deer Trail and Bambi Lane in Section 8, T34N-R5E, in the Town of Tomahawk. The tax pins# are 030-3405-084-9959 and 030-3405-084-9960 with total parcel size of approximately 1.5 acres. The request is being heard under section 17.8.30 and relating to section 17.3.03(9) of the Lincoln County Zoning Ordinance.

NOTE: A final decision on any of the above requests may be made at a later date. Items not acted upon or laid over may come before the Committee again as "Old Business". The Committee may but is not obligated to take any additional testimony.

Original applications and materials may be viewed at the Lincoln County Zoning office located at 801 N. Sales Street, Merrill, Wisconsin.

The above hearing will be held in **Meeting room #255/257/260 of the Lincoln County Service Center, at 801 N. Sales Street, Merrill, WI.** All parties wishing to be heard are requested to be present. Both written and oral testimony will be entered into the record.

Greta Rusch, Secretary

RECEIVED

Fee: \$ 350.00

JAN

Receipt Number

4290

# CUP - 21 - 003

LINCOLN COUNTY ZONING

CONDITIONAL USE PERMIT

To the Lincoln County Planning and Zoning Administration: The undersigned hereby makes application for a CONDITIONAL USE PERMIT for a determination that the following described site is suitable for the purpose indicated, and that suitable safeguards are met in accordance with the requirements of the Lincoln County Zoning Ordinance and with all other applicable County Ordinances and the laws and regulations of the State of Wisconsin. I declare that the information that I am supplying is true and accurate to the best of my knowledge and I acknowledge that this information will be relied upon for the issuance of this permit. By signing this application I am also granting permission to the zoning department staff to enter my property at any reasonable time for the purpose of inspection to assure compliance with the zoning laws relative to the issuance of this permit.

Town Tomahawk  
Tax Parcel # 030-3405-084-9960 and -9959  
Owner: Joey Schultz  
First Name Last Name

Legal Description: Section: 8 Township: 34 North Range: 5 East

Gov Lot: OR Quarter/Quarter: SW/SE

Lot Number: 32+33 Subdivision/CSM: Oneida Spirit Subdivision

Property Address: n/a

Zoning district: RR-3 Lot size ~1.5 acres combined

Proposed use: Camping Unit over 60 Days

PLEASE NOTE: No later than 5 days of its submittal to the Zoning Administrator, the applicant shall transmit 2 identical copies of the petition and all applicable materials to the clerk of the town in which the proposal lies. Lincoln County Code of Ordinances 17.8.30 (2)  
Applicants Initials

COMPLETE A PLOT PLAN DRAWING ON REVERSE SIDE OR ATTACH A SEPARATE SHEET

Owner(s) Name(s): Joey Schultz  
Mailing Address: 1114 East Grand Ave  
Rothschild WI 54474  
Daytime Phone: 715 7846 2939  
Note: All owners must sign

CO-APPLICANT (other than owner)  
Name :  
Mailing Address:  
Phone: ( )

Signature: [Signature] Date: 1/8/21  
Date:

FOR OFFICE USE ONLY  
Ordinance section relating to the request 17.3.03 (9)  
Use of adjoining property: Rural Residential  
Date Application Received: 1/8/2021 By (Staff) EP  
Date of Hearing: 2/11/2021

hunting1971@gmail.com

## PLOT PLAN DRAWING

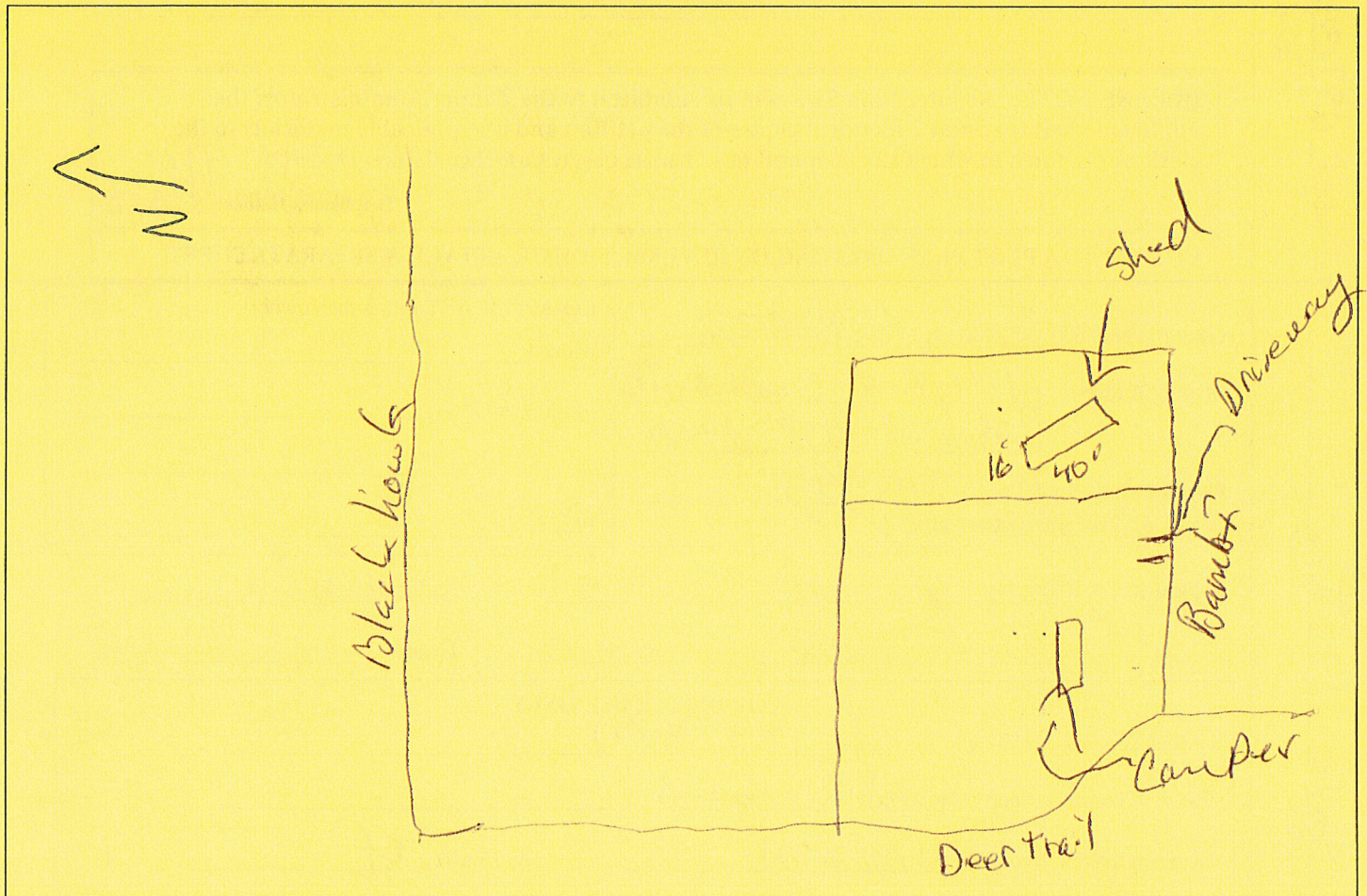
Include on the drawing ALL of the information requested below that applies to the property.

1. Shape of parcel, include all lot line dimensions.
2. Indicate NORTH.
3. Show the location and names of all surrounding roads/highways.
4. Show the location and names of all area water bodies (lakes, rivers, creeks, ponds, etc.)
5. Indicate ALL other existing buildings on parcel with "EB".

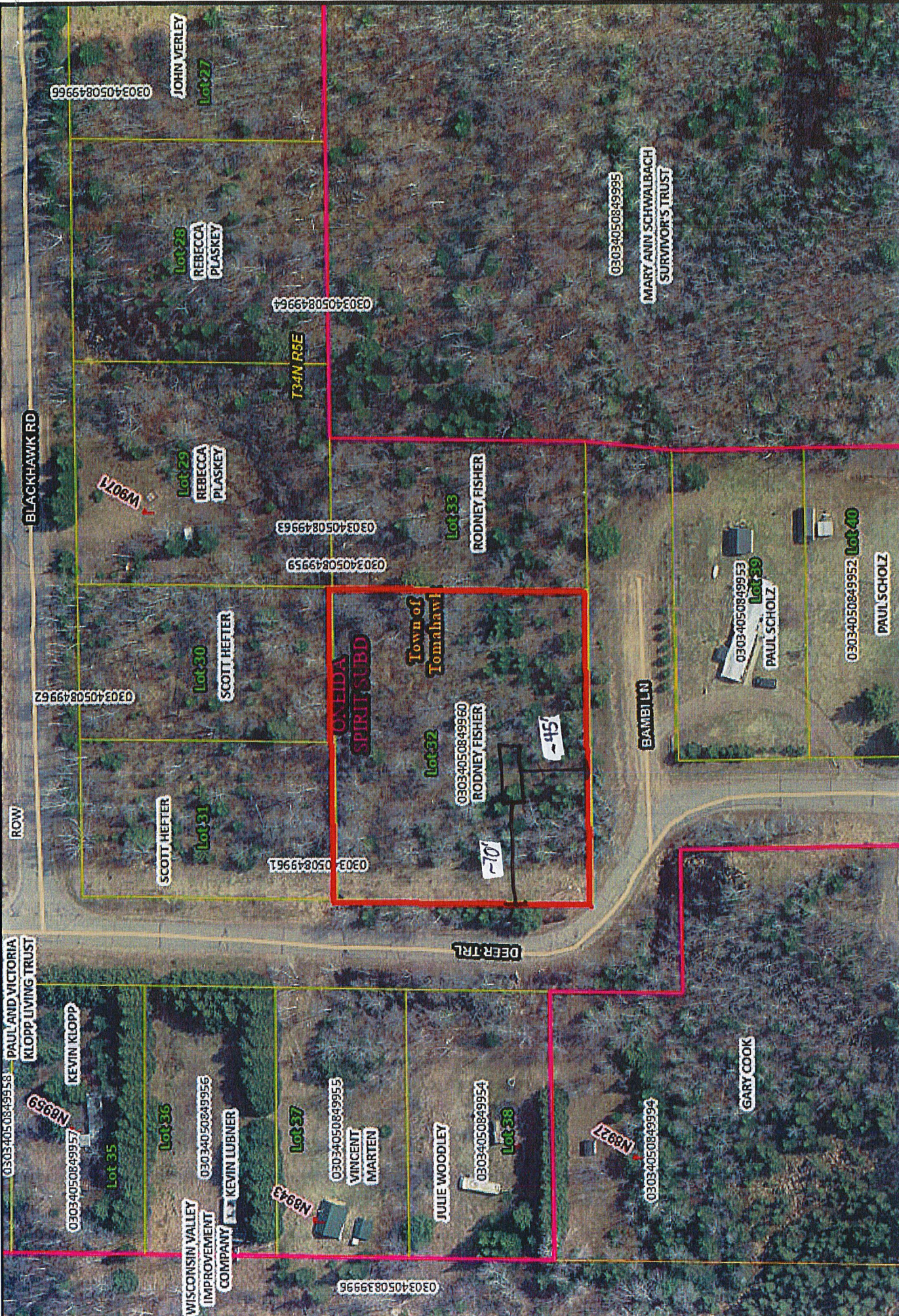
Complete the following if the request is for NEW Construction

6. Show the location of the proposed construction on the parcel. Include the following measurements:
  - a) Distance from the centerline of any/all roads.
  - b) Distance from the right-of-way of any/all roads.
  - c) Distance to all lot lines.
  - d) Distance to any/all water bodies adjacent to or within the parcel.
7. Indicate distance from septic tank or holding tank to proposed construction.
8. Indicate distance from sewage system drainfield to proposed construction.
9. Indicate distance from well to proposed construction.
10. (IF on water) Indicate proposed clearings within the vegetative buffer zone (please refer to Shoreland Ordinance for limitations on different water classifications).

**SITE SHOULD BE MARKED OR FLAGGED PRIOR TO ZONING ONSITE INDICATING EXISTING LOT LINES, PROPOSED LOT LINES AND ANY PROPOSED CONSTRUCTION**



**NO CONSTRUCTION SHALL BEGIN UNTIL A LAND USE PERMIT HAS BEEN ISSUED**



Lincoln County, WI  
 Author: Public  
 Date Printed: 1/8/2021

DISCLAIMER: The information depicted on this map is a compilation of public record information including aerial photography and other base maps. No warranty is made, express or implied, as to the accuracy of the information used. The data layers are a representation of current data to the best of our knowledge and may contain errors. It is not a legally recorded map and cannot be substituted for field-verified information. Errors should be reported to Land Services Department, 801 North Sales St, Merrill, WI, 54452. Phone (715) 539-1087.





Lincoln County, WI  
 Author: Public  
 Date Printed: 1/15/2021

DISCLAIMER: The information depicted on this map is a compilation of public record information including aerial photography and other base maps. No warranty is made, express or implied, as to the accuracy of the information used. The data layers are a representation of current data to the best of our knowledge and may contain errors. It is not a legally recorded map and cannot be substituted for field-verified information. Errors should be reported to Land Services Department, 801 North Sales St, Merrill, WI, 54452. Phone (715) 539-1087.



RECEIVED

JAN 20 2021

Town Recommendation Form  
Conditional Use Request, Petition for Modification of Subdivision Ord., Plat Approval

Town of CONAAN

Lincoln County

Name of Applicant  
Request:

JOEY SETH

CONDITIONAL USE PERMIT (CAMPER)

The Town Planning Commission has made a recommendation on this date \_\_\_\_\_ to:

\_\_\_ Approve the Request: by a vote of \_\_\_ For and \_\_\_ Against

Conditions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_ Deny the Request: by a vote of \_\_\_ For and \_\_\_ Against

\_\_\_ Delay the Request for 30 days: by a vote of \_\_\_ For and \_\_\_ Against

Comments/Reasons for any of the above recommendations: \_\_\_\_\_  
\_\_\_\_\_

The Town Board has made a recommendation on this date 1/11/2021 to:

Approve the Request: by a vote of \_\_\_ For and \_\_\_ Against

Conditions: SEWAGE IS DISPOSED OF PROPERLY ACCORDING TO LAW. - NO DRIVEWAY PERMIT NEEDED ACCORDING TO TOWN BOARD.

\_\_\_ Deny the Request: by a vote of \_\_\_ For and \_\_\_ Against

\_\_\_ Delay the Request for 30 days: by a vote of \_\_\_ For and \_\_\_ Against

Comments/Reasons for any of the above recommendations: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_ (Check here if:) The Town hereby waives its right to make a formal recommendation on this Request to the Lincoln County Land Services Committee.

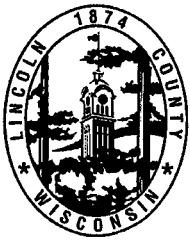
Dated this 11<sup>TH</sup> day of JANUARY, 2021.

[Signature]  
Town Chairman Signature

[Signature]  
Town Board Supervisor Signature

[Signature]  
Town Board Supervisor Signature

\_\_\_\_\_  
Town Board Supervisor Signature



**LINCOLN COUNTY**  
**LAND SERVICES DEPARTMENT**  
**Office of Zoning and Conservation**  
**Lincoln County Service Center**  
**801 N Sales Street-Suite 103**  
**Merrill, WI 54452**  
**Phone (715) 539-1087 Fax (715) 539-8325**

## **CONDITIONAL USE PERMIT**

### **STAFF REPORT**

Report Date: February 2, 2021  
Hearing Date: February 11, 2021  
Property Owner: Joey Schulz  
Property Address: TBD  
Town of: Tomahawk  
PIN: 030-3405-084-9959 and 030-3405-084-9960 (To be combined)  
Staff Reviewer: Mike Huth – Zoning Program Manager  
Zoning District: RR3-Rural Residential  
Overlay Zoning District: None  
Submitted Materials: CUP Application, Site Plan

### **OVERVIEW**

#### **REQUEST**

The applicant seeks a Conditional Use Permit (CUP) to allow a camping unit on the property for more than 60 days a year pursuant to Chapter 17.3.03(9) of the Lincoln County Zoning Ordinance.

#### **SUMMARY OF NOTEWORTHY TOPICS**

The applicant is proposing to place a camping unit upon the property in the RR3-Rural Residential zoning district for more than 60 days a year. The applicant has indicated that they will be utilizing the camping unit for recreational purposes with the potential to further develop the site in the future.

The applicant has been exploring a variety of means to meet the required sanitary sewage needs based upon if fresh water will be connected to the camping unit. Should a dwelling or seasonal dwelling be constructed in the future, the appropriately sized septic system would need to be designed, permitted, installed, and inspected.

#### **SITE CHARACTERISTICS**

The property owner is going through the process to combine the two parcels into one. The approximate total size would be a 1.5 acre parcel, in Section 8 Town of Tomahawk. The property is wooded and does not contain any improvements at this time.

#### **SURROUNDING LAND USE AND ZONING**

As indicated by the zoning district map, the property is zoned RR3-Rural Residential. Properties **WEST** of the property and across Deer Trail are partially wooded properties used for single family dwellings in the RR3-Rural Residential zoning district. Properties **NORTH** of the property are undeveloped partially wooded properties in the RR3-Rural Residential zoning district. Properties **EAST** of the property are wooded and are undeveloped in the RR3-Rural Residential zoning district. Properties **SOUTH** of the

property and across Bambi Lane are partially wooded properties with single family dwellings in the RR3-Rural Residential zoning district.

### **PUBLIC NOTIFICATION**

The applicant has made contact with the Town of Tomahawk and the Town recommendation document indicated a favorable recommendation. Staff advises the Land Services Committee review any comments the Town submits regarding this petition prior to taking action on this matter.

The legal notice of the request was noticed in the proper manner. Staff mailed notices of the petitioner's request to neighboring property owners within 300' from the property boundary and the Town of Tomahawk. At the date of this report, staff has not received any formal comments from neighboring property owners.

### **ACTION**

Consider the Conditional Use Permit, with conditions. The applicant must demonstrate that all requirements of the conditional use are or shall be satisfied, which must be supported by substantial evidence. If an applicant for a conditional use permit meets or agrees to meet all of the requirements and conditions specified in the county ordinance or those imposed by the Land Services Committee, the county shall grant the conditional use permit.

The Committee may impose reasonable conditions with the approval of a conditional use proposal, to the extent authorized by law as described in §59.69(5e)(2b), Wis. Stats. Conditions imposed shall meet all of the following requirements:

- (a) Conditions must be practical and measurable.
- (b) Any condition imposed must be related to the purpose of the ordinance, outlined in section 17.3 regarding the specific land use and be based on substantial evidence.
- (c) Any condition must be reasonable and to the extent practicable, measurable and may include conditions such as the permits duration, transfer, or renewal.

### **RELEVANT ORDINANCE SECTION(S)**

The performance standards located in 17.3.03(9):

*CAMPING UNIT. Includes any portable device, not more than 400 square feet in area, used as a temporary dwelling, including but not limited to a camping trailer, motor home, recreational vehicle, or tent. Does not include the storage of such camping unit on a lot. (Am. #2018-05-659)*

#### **Regulations :**

- (a) *Shall not be more than one occupied camping unit per parcel in a residential zoning district meeting applicable setbacks. (Am. #2018-05-659)*
- (b) *Adequate sanitation meeting all applicable State and County regulations, such as a private on-site waste disposal system or privy, shall be required for units that remain on a property for over 60 days.*
- (c) *County permits, as identified in Section 17.2.100 shall be required for units that remain on a property for over 60 days per calendar year. (Cr. #2006-06-477; Am. #2018-05-659)*
- (d) *Shall not be more than one stored camping unit meeting applicable setbacks per parcel in a residential zoning district that contains a principle structure. (Cr. #2018-05-659)*

### **ASSESSMENT**

#### **CONCLUSION**

Staff finds that the petition satisfies the performance standards found in section 17.3.03(9) of the Lincoln County Zoning Ordinance. In the RR3-Rural Residential zoning district, the proposed camping unit to remain on a property for over 60 days per calendar year is conditionally permitted; however, the

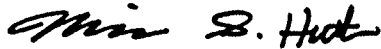
committee still needs to form a basis for a decision by reviewing information provided by the applicant, the Town, testimony at the public hearing, and the staff report.

## **RECOMMENDATION**

Staff recommends the Land Services Committee grants a Conditional Use Permit to Joey Schulz to allow for a camping unit to remain on a property for over 60 days per calendar year if the committee is confident the request satisfies the approval criteria listed in the Zoning Ordinance and this report.

Staff suggests the Land Services Committee attach the following conditions:

1. *Shall not be more than one occupied camping unit per parcel in a residential zoning district meeting applicable setbacks.*
2. *Adequate sanitation meeting all applicable State and County regulations, such as a private on-site waste disposal system or privy, shall be required for units that remain on a property for over 60 days.*
3. *Shall not be more than one stored camping unit meeting applicable setbacks per parcel in a residential zoning district that contains a principle structure.*
4. *Once a principle structure is permitted and occupancy granted by the local building inspector, the camping unit can no longer be occupied for more than 60 days per calendar year.*
5. *Camping unit limited to 400 square feet in overall size.*
6. *The camping unit shall meet all required setbacks imposed by the Zoning Ordinance.*
7. *The camping unit must be authorized by the issuance of a Land Use Permit.*



Lincoln County - Zoning Program Manager

2/2/2021

Date



**Looking North**



**Looking East**



**Looking South**



**Looking West**





# Property Overview

