



POLK COUNTY¹, WISCONSIN

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Sharon Jorgenson, County Clerk
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AGENDA AND NOTICE OF MEETING

ENVIRONMENTAL SERVICES COMMITTEE

Government Center, 100 Polk County Plaza, Balsam Lake, WI 54810
County Board Room
Wednesday, June 12, 2019 at 9:00 a.m.
A quorum of the County Board may be present

1. Call to Order – Chairperson Kim O’Connell
2. Approval of Agenda
3. Approval of minutes for May 22, 2019
4. Public Comments – 3 minutes per person – not to exceed 30 minutes total
5. Receipt of Information on Matters Noticed from Supervisors not Seated as Committee Members
6. Updates/Review of Division of Extension - WEXA information and Update on Activities
7. Tourism Council Update
 - a. Journal Sentinel Hand-out Promoting Trail Information for Tourism
8. Lime Quarry Audit/Financial Updates
9. Tax Delinquent Properties:
 - a. Set prices on Tax Deed Property
 - b. Update on Straight River Property

The Committee may convene in closed session on matters noticed under #10.b., as follows:

CLOSED SESSION

Pursuant to Wisconsin Statute § 19.85(1)(g), the Committee may convene in closed session for the purpose of conferring with legal counsel for Polk County who is rendering oral or written advice concerning strategy to be adopted by the Committee as a recommendation to the County Board on with respect to anticipated litigation in which the County is or is likely to become involved.

Following the closed session the Committee will convene in open session to make an announcement on matters acted upon in closed session and to take up, consider and act upon in open session those subject matters noticed for consideration or action on this meeting notice for open session or closed session.

10. Parks, Recreation and Trails
 - a. Discussion and Possible Response to City of Amery Letter Dated 5-20-

2019

- b. Discussion and Possible Action on Resolution No. 25-19: Resolution Authorizing the Continuation of the Stower Seven Lakes Trail and the Cattail Trail (Polk County Segment) Master Planning Process
11. Planning and Zoning:
- a. Discussion and Recommendation for filling Board of Adjustment Vacancy
 - b. Tourist Rooming Houses Public Hearing

PUBLIC HEARING

On June 12, 2019 the Polk County Environmental Services Committee will hold a public hearing at 10:00 am at the Polk County Government Center (County Board Room) in Balsam Lake, WI, on **proposed amendments to the Polk County Shoreland Protection Zoning Ordinance regarding tourist rooming houses and revocation of permitted uses and conditional use permits**. A copy of the existing and their respective proposed ordinances along with a map of the properties affected are accessible in the office of County Clerk, 100 Polk County Plaza Suite 110, Balsam Lake, WI 54810 and on the County website at: <http://www.co.polk.wi.us/>.

All interested parties have a right to either support or oppose the request(s) by appearing in person at time of hearing or by writing a letter to the Land Information Department. For any questions you may call our office Monday through Friday, 8:30 am - 4:30 pm, at (715) 485-9248, FAX: (715) 485-9246.

- 12. Discussion and Identification of Priorities -Consideration/Development of County Board Priorities in Environmental Services
- 13. Review and discussion of Functional Areas assigned to the Committee for the Purpose of scheduling Program Evaluation of Functional Assigned Areas
- 14. Committee Calendar and Identification of Subject Matters for Upcoming Meetings
- 15. Adjourn

Items on the agenda not necessarily presented in the order listed. This meeting is open to the public according to Wisconsin State Statute 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk's office (715-485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made. Requests are confidential.



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MINUTES

Environmental Services Committee

Government Center County Board Room
100 Polk County Plaza Balsam Lake, WI 54810
9:00 A.M. Wednesday, May 22, 2019

Member Attendance

Attendee Name	Title	Status
Kim O'Connell	Chair	Present
Tracy LaBlanc	Supervisor	Present
Doug Route	Supervisor	Present
Brad Olson	Vice Chair	Present
Jim Edgell	Supervisor	Present
Lyle Doolittle	FSA Representative	Present

Also present were Stephanie Fansler, Deputy County Clerk; Nick Osborne, County Administrator; members of the public and of the press.

Meeting called to order by Chair O'Connell at 9:04 A.M.

Approval of Agenda- Chair O'Connell called for a **motion** to approve the agenda. **Motion** (Route/LaBlanc) to approve the agenda carried by unanimous voice vote.

Approval of Minutes – Chair O'Connell called for a **motion** to approve the minutes of the May 8, 2019 meeting. **Motion** (Olson/LaBlanc) to approve the minutes of the May 8, 2019 meeting as published carried by unanimous voice vote.

Public Comment –Seven public comments were received by the committee.

Receipt of Information from non-committee Supervisors on Matters Noticed – none offered.

Chair O'Connell brought to the floor a claim against the Dog License fund. Discussion. **Motion** (Olson/LaBlanc) to deny the claim was approved by unanimous voice vote.

Chair O'Connell recognized Mark Gossman, Forester and Paul Heimstead, WDNR for receipt of information and called to the floor Resol. No. 24-19; Resolution to Accept Donation of Land from Robert Johnson. **Motion** (Route/Edgell) to approve and recommend passage to the full County Board passed by unanimous voice vote. Gossman and Heimstead reviewed the 2018 Forest Report and provided and update on Town of Sterling tower project.

Chair O'Connell recognized Steve Geiger, Division Head for the purpose of receiving information. Geiger provided information on upcoming trail events and trail maintenance. Geiger discussed the bids on the Kennedy Dam repair project.

Motion (Olson/Route) to recess passed by unanimous voice vote. Chair O'Connell called for a recess at 10:03 a.m. Chair O'Connell called the meeting back in session at 10:13 a.m.

Public Hearing

Chair O'Connell opened the Public Hearing to consider a conditional use for Jamie Janssen via Article 8.E.5 of the Polk County Shoreland Protection Zoning Ordinance at 10:15 a.m. Jason Kjeseth, Zoning Administrator presented a staff report. Chair O'Connell called for public comments. No public comments offered. No correspondence from local municipalities. Kjeseth completed the findings of fact and conclusions of Law. Chair O'Connell closed the Public Hearing at 10:31 a.m. Discussion. **Motion** (Olson/LaBlanc) to grant the conditional use permit with 7 conditions to be met, passed by unanimous voice vote.

Chair O'Connell brought to the floor Tourist Rooming House amendment to Ordinance for discussion. Discussion. Committee will have Corporation Counsel and the Health Department review the suggested amendments and hold a Public Hearing on June 12, 2019.

Next Meeting: June 12, 2019 at 9:00 A.M. Future agenda items: Tourist rooming house Public Hearing, prioritize trail projects & review how the trail fee funds are spent, review Lime Quarry audit, review Extension dept., and set prices on tax deed property

Motion (Edgell/LaBlanc) to adjourn. **Motion** carried by unanimous voice vote. Chair O'Connell declared meeting adjourned at 11:43 a.m.

Respectfully submitted,

Stephanie Fansler
Deputy Polk County Clerk



What is Extension?

Extension's mission is to connect people with the University of Wisconsin. Thanks to joining forces with UW-Madison, we'll strengthen each other through exchanging experience and research statewide. No matter what you're trying to accomplish in Wisconsin, you'll find the support you need as we continue to bring our home state together, community by community.

Extension works alongside the people of Wisconsin to improve lives and communities. Our educators don't lecture or give grades in a typical classroom. Instead, we deliver education where people live and work – on the farm, in schools and community centers. Extension educators also speak to civic groups and county boards, write newspaper columns, do radio and TV programs, facilitate meetings and build coalitions to solve community problems.

With an office in each Wisconsin county and faculty on UW Campuses, Extension develops practical educational programs tailored to local needs and based on university knowledge and research. We're making a measurable difference in three tribal nations and in all 72 counties in our state, as our neighbors put their own great ideas into practice with the essential support of our expertise, resources and research.

Returning to UW-Madison

You may have noticed that we've changed over to the UW-Madison colors on our websites and our logos. From now on, our official name will be *the University of Wisconsin-Madison Division of Extension*, but you can continue to call us "Extension".

Our mission is not changing. We're committed to our work in local communities throughout the state. Our experts will continue to work with you every day to ensure cutting-edge research at the campus benefits the people of Wisconsin, our children and our communities.

- For more information about the UW System Restructuring, please visit: <https://www.wisconsin.edu/uw-restructure/>.
- The new URL for Extension's home page is: extension.wisc.edu.

Extension Services Polk County buys into

Please note the plans of work and activities illustrated below are not intended to encapsulate all the programming and experiences that educators will be engaged with during the 2019 time frame. The intent is to highlight a few areas of focus. Areas of focus may change during the course of the year.

Agriculture:

Polk County buys into .25 of agriculture support

Contract amount: \$11,064

Point person: Becky Schley

Started November 2018

Overview:

If it happens on a farm or in a field, the Extension Institute of Agriculture works with you to achieve better results. Our innovative dairy management programs range from genetics to farm and business management. Extension researchers work hand-in-hand with row crop, forage and fresh produce growers to provide best practices for every aspect of the growing phase. We also advise communities on using sustainable practices to create inviting spaces free from invasive species. Our work supports people, communities and businesses.

University of Wisconsin-Extension, Cooperative Extension is on the front lines of agriculture and the environment throughout Wisconsin. With producers and businesses, the Department of Agriculture & Natural Resources builds stronger and more diverse farm and food systems in the state. With communities and regions, we work hand-in-hand to support land and water resource needs.

We're a trusted source for ag producers, supplying real-world solutions to their questions. We test water and soil quality testing We provide seasoned advice for farm financial management. We also train volunteers to make spread knowledge and know-how throughout Wisconsin through our Master Gardener and Master Naturalist Programs.

2019 Activities in Polk County (no plan of work due to start date):

Pesticide Application Training- Increase knowledge of how to use biological resources to control pests before using chemical control. Educate producers on how to safely mix, handle, and apply restricted use pesticides.

Beef Quality Assurance Training- Educate producers on Best Management Practices to ensure proper animal handling, feeding, and overall care of market cattle.

Indianhead Sheep and Goat Breeders Association Parasite workshop(cooperating with UWRF Professor and IHSGB)- How to identify if your animals have a parasites and methods to reduce the numbers of parasite.

Youth Quality Assurance Training(cooperating with Barron High School Ag Teacher)- Educate youth about Best Management Practices to ensure proper animal handling, feeding, and overall care of their fair animals. This program is being offered to Polk County 4-H Youth that would prefer to do in person training instead of web-based. Two programs will be offered in Barron a month apart to help accommodate more youth.

Tractor Safety Training- I still need to visit with more of the Polk County Ag teachers to determine the role that UW Extension will have in this training.

Community Development:

Polk County buys into .50 FTE's for services

Contract amount: \$22,128

Point person: Eric Biltonen

Overview:

The Extension Institute of Community Development provides educational programming to assist leaders, communities, and organizations realize their fullest potential. We work with communities to build the vitality that enhances their quality of life and enriches the lives of their residents. We educate in leadership development, organizational development, food systems, community economic development, local government education and much more. In short, the Community Development Institute plants and cultivates the seeds for thriving communities and organizations.

Helping Wisconsin municipalities build and enhance a sense of place and pride. We link arms with organizations and coalitions to encourage strategic planning, conflict resolution, and leadership development.

2019 Plan of Work:

Situation Statement: Many of the towns, villages, and cities in St. Croix and Polk Counties are struggling to attract and retain young families and qualified workers. This has become very apparent from discussions and work done by economic development organizations in the region (e.g. Momentum West, St Croix EDC, Pierce Co. EDC, Polk Co EDC, Chambers of Commerce, and education institutions. This presents a two-sided problem: 1) have accurate and timely information to effectively market a location, and 2) have the right information and data to diagnose and correct local problems related to economic development goals. While several data dashboards exist that focus on socio-economic data, I have seen few that do it with an explicit purpose in mind and none that interpret the data in a meaningful way. This program aims to rectify this

problem. It will draw upon similar existing programs in Extension services in other states, different data guidelines from various EDOs, and internal knowledge and expertise within UW Extension. The output will be an education program that will teach local economic developers, government leaders, and businesses learn about sources of data, interpretation of data, and effective use of data. In addition, this education program will aim to produce regular education materials that focus on various topics related to economic development which maybe use in newspaper articles, teaching events, or marketing campaigns. The outcome will be local municipalities that can better understand and manage their situations to become more prosperous and experience desired growth.

Target Audience: Local governments, economic developers, businesses, and citizens.

Outcomes

Short-term goals

- A comprehensive yet focused list of data sources and tools available for at least county level data products.
- An initial set of guidelines related to top priority topics related to economic development in the counties.
- A teaching curriculum and materials designed to convey the above information to the target audience.

Medium-Term Goals

- A regular series of learning publications/reports issued related to specific issues in the counties.
- An online tool for navigating the many information and data sources with annotated links.

Action Plan (Response/Planned Activities)

1. Current state of the Art
 - a. Survey national programs
 - b. Survey available dashboards
 - c. Discuss needs with EDOs and other stakeholders
 - d. Discuss with current UWEX experts
2. Compile focused list of data and information
3. Create online source for accessing data sources including annotate links
4. Develop curriculum
5. Schedule training
6. Produce white papers and news releases

Evaluation Plan: The evaluation plan will involve direct feedback from the initial set of stakeholders to ensure that I am addressing the priority needs that they identify. I will also track the creation of outputs and milestones as outlined in the action plan. Eventually, evaluations will include feedback on evaluation forms submitted by attendees to training sessions and people accessing the data products. Criteria that will

be considered include that the data is relevant, up-to-date, presented in an easy to understand format, easy to access, and useful. Regular dialogue with core members of the target audience will also inform the evolution of the program.

Health and Well-Being:

Polk County buys into 1.0 FTE's for services

Contract amount: \$39,903

Point person: Don Wortham

Overview:

The Extension Institute of Health & Well-Being helps Wisconsinites flourish. Through programs focused on nutrition, chronic disease prevention and health literacy, we empower people, families and communities to live their best lives. We support food security, mental health and substance abuse treatment.

2019 Plan of Work:

Capacity-building for Polk United and a flourishing Polk County

Situation Statement

Grounding of the work. The work planned in this document is grounded in theory at three levels: (1) at the comprehensive or “grand” theory level by ecological systems theory (Bronfenbrenner, 1979) and bioecological theory (Bronfenbrenner & Morris, 2006); (2) at the domain-specific, evidence-based human services level by Walsh’s (2003, 2016) family resilience framework; and (3) at the level of practical application by way of implementation science, which is based in large part on diffusion of innovation theory (e.g., Rogers, 1996). In describing work planned for 2019, I will tie in these three levels where appropriate. For more information, including a position paper describing this grounding, please contact me directly.

Importantly, this work is grounded in the needs of Polk County residents and the organizations that serve them, subjects that are addressed below.

County needs overview. Moving on to the context of my work, Polk County is a largely rural county in northwest Wisconsin with approximately 44,000 residents. Racially and ethnically, Polk County is not unlike others in the region in that the population is highly homogenous, with more than 95% of the population being white. Its population density is about half that of the state overall (45 residents/sq. mile vs. 90/sq. mile), and the county’s largest towns—Osceola, Amery, and St. Croix Falls—have fewer than 3000 inhabitants. Eight school districts serve residents, with the largest enrolling only about 1800 K-12 students, and the smallest having fewer than 500 across all grades (WI DPI,

2018). A major east-west corridor, US Highway 8, divides the southern third of the county from the northern two-thirds.

This split is not merely geographical; demographically, the residents of the northern section tend to suffer greater economic hardship than those in the southern part of the county. Overall, about 10% of the county's population is below the poverty line, and more than a third of county residents belong to the group of "working poor," defined as being at or below ALICE levels (asset limited, income constrained, and employed; United Way, 2019). In several of the towns and rural areas north of Highway 8, the ALICE rate exceeds 50%.

With respect to barriers to human flourishing, as in much of the region, Polk County residents suffer from high rates of mental health issues, obesity, and substance abuse.

- Mental health presents significant challenges for residents and the systems that support them; 23% of Polk residents report having experienced aspects of depression.
- Residents are more likely to be obese than the typical Wisconsinite (30% in Polk vs. 28% for the state)
- In 2017, Polk County had the singular distinction of topping the state's list of methamphetamine cases; substance abuse creates tremendous strain across criminal justice, healthcare, and human services systems. In other risk areas, nearly 15 % of teenagers report use of marijuana or non-prescribed drugs in the past 30 days. For alcohol, Polk County residents are more likely to report excessive drinking than the state average (24% vs. 23%).

The county's three health systems, along with nonprofits such as United Way, the Mental Health Task Force of Polk County, and the Second Harvest Heartland, as well as the county's Community Service division (which houses the departments of Children & Families, Behavioral Health, and Public Health) are committed to increasing the well-being of Polk residents. They seek to achieve this through the workings of their individual organizations, but also through a county-wide coalition, Polk United.

Organizational capacity is a critical issue for making progress against the three focus areas described above. In September of 2018, I was invited to participate in coalition, and then subsequently to join Polk United's executive committee. In October, working in consultation with Polk County's director of public health, I drafted a Statement of Work (SoW) that outlines Extension's planned capacity-building efforts related to Polk United.

In November, the SoW was signed by representatives of Polk County administration and Extension.

Brief Statement of Project: From November 1, 2018 through October 31, 2019, UW-Extension Polk County will support Polk County's Department of Public Health in a capacity building engagement related to the re-launch of Polk United, a coalition focused on the health of Polk County residents.

Engagement Management: Polk County's Director Public Health, Brian Kaczmariski, will act as point person for Polk County Public Health; UW Extension-Polk County educator Don Wortham will act as Extension's point person for the engagement.

Goal: Increase the *organizational capacity* and *effectiveness* of Polk United, its board, and its membership.

Initial Focus: Relaunch/restart Polk United, a coalition of non-profit, government and private sector organizations formed for the purpose of improving the health and well-being of Polk County residents. The coalition focuses on improving the health and well-being of Polk County residents in areas including mental health, nutrition and physical activity, and substance use, and indexes these against social determinants of health.

Scope of Engagement:

Board: Assist in re-imagining the function and membership of the board of directors, recruit/fill vacancies, gain commitment of members to actively support Polk United; identify Board leadership; assist with mission & vision review

Partners: Assist Polk United in expanding the roster of partners to include other stakeholders including schools, law enforcement, faith communities, foundations

Facilitation and Planning: Support Polk United by providing external facilitation and planning support.

Working Groups: With coalition leadership, review the mandates of the existing working groups; ensure that each group has strong leadership; assist in the development of workplans as needed; provide assistance as needed in revising

Meeting Structure: With coalition leadership, review board and working group meeting structure/purpose and provide assistance as needed in revising

Deliverables: As needed, assist in determination of feasibility, the preparation of timelines, coordination across dependencies, and so forth for key deliverables, which can include programs/services/actions to move Polk County's CHIP forward, but also deliverables that would improve sustainability (grants and other resources)

Communications: With coalition partners, review current communication channels and assist in development of new ways to gather and distribute information; especially regarding successes/deliverables at stakeholder organizations

Evaluation: Working with Polk United leadership, review/devise and implement evaluation strategies. These can be at two levels, including the coalition's workplans/progress toward CHIP goals, and also evaluation of the capacity-building engagement itself.

Timeline:

4th quarter 2018: conduct situational analysis and prepare statement of work; commence planning for 2019; establish board structure; document workgroup deliverables for 2018; develop communications framework for 2019; develop evaluation strategy; review workgroup rolling action plan (two deliverables + communication)

1st quarter 2019: review mission/vision; implement board changes; expand partnerships; prepare for CHA/CHIP cycle; adapt workgroups as necessary given revised purpose statements and new membership; focus workgroups on deliverables for 2019; recruit Extension resources to meet needs; solidify meeting structure/purpose; communicate success

2nd quarter 2019: expand partnerships; focus workgroups on deliverables for 2019; communicate success

3rd quarter 2019: focus workgroups on deliverables for 2019; communicate success; evaluate coalition impact.

All timeline specifics are subject to approval by Polk County Public Health and Polk United leadership.

Brian Kaczmariski

Director of Polk County Public Health

Jeff Fuge

Polk County Administrator

Donald Wortham

Engagement Manager

Kristen Bruder

UW-Extension Area Director

Evaluation Plan:

Biweekly: Polk United executive group meets to assess overall progress to goals and objectives. The VSMG dashboard tool is the repository for project management and tracking. (For more information on VSMG and how goal-tracking is accomplished, please contact me. Parenthetically, if Extension could either use a planning/project management/evaluation tool such as VSMG--or modify Knack to work similarly, our own planning/PM/evaluation process might be improved.)

Monthly: Polk United workgroups such as Nutrition and Physical Activity (NPA) meet to assess progress toward completing action items; VSMG is used for this as well.

Quarterly: Meetings with Brian Kaczmariski, director of Public Health, to assess progress against the SoW...cross-walked with plans in VSMG.

4-H Youth Development:

Polk County buys into 2.0 FTE's for services:

1.0 FTE 4-H Youth Development:

Contract amount: \$39,903

Point person: Chuck Prissel

.5 FTE 4-H Coordinator (shared with St. Croix County)

Contract Amount: \$33,488

Point person: Eileen Van Dyk

The Extension Institute of Positive Youth Development prepares the youth of today to become the effective, empathetic adults of tomorrow. Our research-based youth enrichment programs like teens in governance build youth and adult capacity and partnerships that help both sides grow. 4-H clubs, camps and afterschool programs give young people the hands-on experiences they need to develop an understanding of themselves and the world.

Working to prepare the youth of today to become effective adults. Our research-based enrichment programs help build inroads for youth civic engagement and support a path for future success.

2019 Plan of Work

Extension Educator Plan of Work–

Volunteer Development Priority #1 and

Community Engaged Leadership: Emphasis on Youth Leadership #2

Situation Statement:

Adult volunteers are Wisconsin 4-H's most valuable asset in delivering the quality youth-led, adult guided programs to support youth as they acquire essential life skills. Wisconsin 4-H Youth Development has over 10,500 volunteers who are enrolled as UW-Extension 4-H volunteers working with 30,000 youth enrolled in 4-H programs. In 2017, volunteers reported on average they donated over 54 hours per year. Approximately 70% of Wisconsin 4-H volunteers are female and 30% are male. Nationally, women continue to volunteer at a higher rate than men. (Bureau of Labor Statistics U.S. Department of Labor.) In Wisconsin 4-H, approximately 97% of the volunteers are white. WI 4-H Youth Development volunteers currently do not reflect the demographics of most counties.

In 2018, Polk County had 238 adult volunteers. The demographics of volunteers were 75 male and 160 female with almost all the volunteers being white. Member statics for

the same year reflect some more diversity. Of the 667 members, there were 17 Hispanic or Latino; (Up from 7 in 2017), 4 Asians, 3 African Americans, 1 American Indian, 10 youth indicating more than one race, and 23 youth did not self-identify.

Volunteers play a critical role in the delivery of quality educational programs. In a survey completed January 2015, 4-H Youth Development staff identified Volunteer Development as an area in need of program support. Additionally, a WI 4-H Youth Development Survey was conducted in February 2014 of over 1500 volunteers. Adult volunteers in 4-H indicated relatively low awareness and understanding of some of the educational principles (Essential Elements and the Experiential Learning Process) that are central to the work of 4-H Youth Development. In the 2014 survey, volunteers expressed an interest in learning through not only face-to-face modalities; but also through online-learning such as webinars and podcasts.

The 2017 Strategic Plan released by USDA NIFA and National 4-H Council outlines a 4-H Youth Development Vision for 2025. Nationally the following goal has been established “Youth are surrounded with competent, prepared staff and volunteers.” This goal includes the following outcomes:

- × “The 4-H program is supported by a well-trained volunteer force.”
- × “4-H staff and volunteers engage in meaningful professional development.”

In addition, there is a responsibility of volunteers to ensure access, equity and opportunity. The National 4-H Strategic goal states “All youth engage in program and opportunities.” To that end it has been identified that “4-H volunteers and staff are skilled, knowledgeable and prepared to work with all members of their community.”

Over the past many years Polk County has seen a shift from a primarily rural county to a sub-urban/rural county with urban influences from the major metropolitan Minneapolis/St. Paul area. The rural roots of the county remain a strong foundation for the traditional view of 4-H community clubs. Polk County remains a bedroom community with many parents commuting the 70 plus miles to work in the twin cities area which adds challenges to reaching volunteers and youth for face-to-face trainings and educational opportunities. In 2018, the Polk County 4-H program had a large volunteer base of 238 adults and 667 community club members. The large adult volunteer base enables the program to offer many educational opportunities for youth. Oversight for the program is provided by a large board of directors, comprised of one adult and one youth representative from each of the 22 clubs. This broad representation provides an inclusive perspective, however program management with a board this large can be challenging. The Board serves as a valuable resource to assess the needs of the program and guide program development for the Community Club and Youth Leadership Development; being a continuous needs assessment opportunity. A noted change over the past decade shows that volunteers focus their time on one or two areas in the program due to time constraints and additional demands. Likewise, youth are pulled in many directions with extracurricular activities provided by schools almost

every day of the week. Youth also have to focus program participation, enrolling in fewer projects and focusing involvement more narrowly.

Program Priority #1 Volunteer Development:

GOAL: Youth are surrounded with competent and prepared volunteers who support young people in their learning as they prepare to be contributing members of the community where they will live and work.

Program Priority #1 Outcomes:

Outcome 1: Polk County 4-H Volunteers understand their role(s) and responsibilities.

Long Term Condition Change:

- Volunteers can describe their roles and responsibilities.
- Volunteers share their knowledge gained about their volunteer roles with other volunteers.

Change in Knowledge, Attitude, Motivation, and Behavior (Short and Medium term):

- Volunteers have access to written role descriptions.

Outcome 2: Volunteers understand Essential Elements of positive youth development.

Long Term Condition Change:

- Volunteers create meaningful learning experiences for youth incorporating the Essential Elements of Positive Youth Development

Change in Knowledge, Attitude, Motivation, and Behavior (Short and Medium term):

- Volunteers can recognize the elements of quality youth development program experiences.
- Volunteers can describe the Essential Elements of positive youth development

Outcome 3: Volunteers practice strategies and techniques that focus on creating environments that promote positive youth development in their role working with youth.

Long Term Condition Change:

- Volunteers design age appropriate learning experiences based on the development stages of young people.

- Volunteers utilize the Experiential Learning Model in facilitating educational experiences.
- Volunteers create an opportunity for youth to develop life skills.
- Volunteers provide opportunities for youth to develop mastery, independence and generosity.
- Youth demonstrate mastery.
- Youth are engaged in community service and service learning opportunities
- Youth volunteer for leadership roles and follow through on responsibilities
- Volunteers demonstrate behaviors that create a welcoming environment for all members.
- Youth identify they feel welcome and belong.
- Youth demonstrate welcoming behaviors towards other members.

Change in Knowledge, Attitude, Motivation, and Behavior (Short and Medium term):

- Volunteers gain awareness and skills to utilize the Experiential Learning Model in facilitating educational experiences.
- Volunteers work toward the long term changes documented above as long term condition changes.

Outcome 4: Move more toward volunteers reflecting the demographics of the Polk County.

Long Term Condition Change:

- Increase involvement of volunteers from other racial/ethnic groups.
- Increase in partnerships with community groups from other racial/ethnic groups.
- Increase in 4-H membership from other racial/ethnic groups.

Change in Knowledge, Attitude, Motivation, and Behavior (Short and Medium term)

- Volunteers work on creating welcoming and inclusive environments at their clubs and educational events.
- Volunteers mentor new families as they enroll in our programs and educational events.

Program Priority Response/Planned Activities:

Volunteer In Preparation (V.I.P.) Trainings - New Polk County 4-H Volunteers

Offer three to four trainings (January 17, 2019, March 7, 2019, April 16, 2019, and tentative June 6, 2019) focused on helping volunteers learn more about their roles and responsibilities, how to work with youth, and what resources are available to help them in their roles. Volunteers will gain an understanding of mandatory reporting of child abuse and neglect, risk management assessment and appropriate responses to ever present risk in our programs as well as what to do if a situation does occur. Helping volunteers gain an understanding of the four essential elements and the life skills we are intentional in teaching through our non-formal educational programs- helping volunteers take the learning experience to the next level of processing the experience and applying it to the larger world. Invite current volunteers to join new volunteers in our

trainings and will enhance and expand the learning for all by bringing real volunteer experiences into the discussions.

Annual Volunteer Training – (Current Adult and Youth Volunteers) – “ All Together, Not All the Same”

Offer this Annual Training on February 26, 2019 and ask that each club send at least one adult or youth to this training so that they can bring the resources back to club membership. This year’s training focuses on diversity and inclusion and the need to ensure that all young people and adults feel they are welcome and belong in the program. It will help participants explore the diversity that exists in their community, recognize their own cultural lens, and how it impacts the way they relate to others. Participants will also learn tools and strategies for working across difference in 4-H.

4-H Leaders Federation Board Development- Adult and Youth Board members

Work with the Board to better understand their roles and responsibilities around creating positive youth development environments, addressing risk management, financial reporting responsibilities and planning for the future. Work with the board to develop a long term budget and update financial policies to ensure stable funding for education opportunities for all youth. Continue to expand access to minorities and protected classes in our programs.

Volunteer Development- Adult volunteers and Youth members

Ensure volunteers have access to volunteer development opportunities such as Fall Forum, State Conference, and Adult Advising Educational experiences as well as web based training such as Essential Elements and Mandated Reporter Trainings. Work with our current volunteer force to enhance their skills through county volunteer experiences such as Educational Program Committees, Awards and Recognition opportunities, Club Leadership trainings, and countywide leadership experiences.

Program Priority Evaluation Plan:

- Common Measures: 4-H Experience and Universal instrument for all youth
- <https://4-h.org/professionals/common-measures/>
- [Common Measures Reference Table](#)
- Statewide 4-H volunteer survey
- Resource: Demographic Template for Volunteers in County (Excel document)

Volunteer In Preparation (V.I.P.) Trainings- post program experience Training Evaluation, and individual consultations

Annual Volunteer Training- “All Together, Not All the Same”– post program experience Training Evaluation, individual consultations, and longer term follow-up evaluation.

4-H Leaders Federation Board Development– ongoing focus group discussions, annual board member survey.

Volunteer Development- post experience evaluations, numbers of volunteers participating in experiences, and documented individual conversations.

Program Priority #2 Community Engaged Leadership: Emphasis on Youth Leadership Situation Statement:

Youth leadership development programs provide skill development and the opportunity to apply applying learned leadership skills. University of Illinois Extension (Diaz et al, 2015) has identified six action areas where youth leaders develop competency in 4-H Youth Development: 1) planning, 2) promoting, 3) teaching, 4) mentoring, 5) advocating, and 6) advising. Program examples and outcomes in each of these six areas were highlighted in a 2016 Wisconsin 4-H impact report:

<https://fyi.uwex.edu/4h/files/2014/06/2016-Wisconsin-4-H-Foundational-Topics-Report.pdf>

The 2010 Wisconsin 4-H Youth Leadership study found that all older 4-H youth demonstrated individual growth in life skills, youth participating in the program's intentional leadership practices (club officers, committee members, camp counselors, leadership training workshop participants, teen court panelists, etc.) had more opportunities in group and teamwork development. Intentional leadership activities give many opportunities to lead and work with both youth and adults.

The study identified key program practices that contributed to leadership skill development, including:

- Youth are working on meaningful issues and have significant responsibilities
- Program structure provides a scaffold for youth leadership
- Shared vision and commitment fosters teamwork
- Youth/adult partnership

The strongest outcomes in the 2010 Wisconsin 4-H study were in community connectedness and self-efficacy (beliefs about one's capabilities to produce effects). The strongest skill outcomes were related to communication, decision-making and problem-solving skills.

In 2018, Polk County had 308 teens in grades 7-13 participating in the 4-H Community Club program. These teen leaders have opportunities to expand their leadership skills and practice through being: Club Officers, Youth Representatives on the 4-H Leaders Federation Board, club and county committee members and chairs, 4-H Ambassadors, Camp Counselors, Junior Directors, and experiences beyond the county. Helping youth connect with these opportunities and experiences is key to their gaining the necessary skills for mastery and leadership competencies.

Program Priority #2 & Target Audience(s):

GOAL: Through participation in intentional leadership practices, youth in 4-H programs will strengthen life skills and competencies that contribute to future leadership potential.

Program Priority #2 Outcomes:

Outcome 1: Youth participants will demonstrate mastery of the life skills related to leadership roles.

Long Term Condition Change:

- Polk County Teen Leaders will expand their leadership beyond the county 4-H program.

Change in Knowledge, Attitude, Motivation, and Behavior (Short and Medium term):

- Polk County teens will demonstrate skills gained through community club leadership and county leadership roles
- Youth will practice problem solving skills through real life supervised experiences.

Outcome 2: Youth participants will increase their self-identified ability to practice specific leadership competencies.

Long Term Condition Change:

- Teens will see personal growth and demonstrate transformational leadership skills gained over time.

Change in Knowledge, Attitude, Motivation, and Behavior (Short and Medium term):

- Teens will utilize leadership skills to strengthen experiences for facilitated experiences.
- Teens will reflect upon their experiences and skills developed, utilized and perhaps identify areas to strengthen through program evaluations.

Program Priority Response/Planned Activities:(Outputs)

4-H Ambassador Program- teens in 7th-13thgrades

A teen leadership group meeting 6 plus times throughout the year with a primary task of being the teen public relations of the Polk County 4-H program. Through self-directed leadership experiences assess community needs and explore service learning opportunities to develop leadership competencies.

4-H Camp Counselor Program- teens in 9th-13thgrades

Interview, prepare, train, and facilitate high school teens from a tri-county area selected for these roles. Teens will learn responsibilities associated with their roles, ages and

stages of youth development, risk management planning, how to lead sessions, songs, and games, and what is appropriate behavior for teens and campers. Various camp scenarios will be discussed. Valuing and understanding camper abilities, differences, and personalities. Teens will be trained and plan camp during a two day overnight training at camp May 31,-June1, 2019 and camp will be June 17-19, 2019.

Art Bench Trail Youth Ambassador Program- teens ages 12-18

Work with partner organizations (National Park Service, The Phipps Center for the Arts) to recruit, train, and facilitate the St. Croix Riverway Arts Bench Ambassador Program highlighting the Art Bench Project <http://thephipps.org/ecategory/art-bench-trail/in> celebration of the National Scenic Rivers Act. Training will be in May, and educational public events facilitated by the trained youth will happen in conjunction with various community events around the river way from June to October.

Program Priority Evaluation Plan:

4-H Ambassador Program- post program focus group discussions, program evaluations.

4-H Camp Counselor Program– post program focus group discussions, pre then post retrospective evaluations.

Art Bench Trail Youth Ambassador Program– end of summer programs evaluation, parental observation evaluations.

Horticulture:

Polk County buys into .25 FTE's for services

Contract amount: \$8,888

Point person: to be hired in March 2019

Overview:

Improving the environment and enriching quality of life by bringing university research to the public for use in their own yards, gardens and communities.

Wisconsin Master Gardener Program

Training volunteers to help educate the public about gardening and natural resources and deliver meaningful community programs.

Plan of work will be determined upon hire.



MEMORANDUM

TO: Wisconsin County Extension Committee Members

FROM: Chelsea Fibert, Government Affairs Assistant

DATE: May 20, 2019

SUBJECT: Dissolution of WACEC/Creation of WEXA

In September of 2018, following the significant restructuring undertaken by UW-Extension, the Wisconsin Associated County Extension Committees (WACEC) approached the Wisconsin Counties Association (WCA) requesting that WCA assume the administrative responsibilities associated with WACEC that were formerly performed by UW-Extension. WCA has agreed to provide these administrative services, which include meeting logistics, preparation and distribution of agendas and minutes, as well as act as fiscal agent.

As part of this process, the current WACEC board recommended modifications to the WACEC bylaws. WCA and WACEC engaged the services of legal counsel to review the bylaws and make recommendations.

WACEC is currently incorporated as a 501(c)(3) entity, requiring annual corporate filings and tax returns. Legal counsel recommends the dissolution of WACEC as a 501(c)(3) entity, and its recreation as a tax-exempt entity under Chapter 184 of the Wisconsin State Statutes, eliminating the burden and expense of an IRC 501(c)(3) association. The current WACEC board recommends the dissolution of WACEC and its recreation under Ch. 184 of the Wisconsin State Statutes. The new organization would take on a new identity, known as Wisconsin Extension Association (WEXA).

Due to the fact that WACEC is an incorporated entity, state laws governing the corporate dissolution process must be adhered to. In order to accomplish the dissolution of WACEC, allowing for the creation of WEXA, 80% of the individual members of county extension committees must sign and return a "Consent Resolution of the Members of Associated County Extension Committees, Inc." A copy of the resolution is included for your review and signature.

WEXA Documents
 Page 2
 May 20, 2019

To ensure county extension committee members understand what needs to occur and what the new association, WEXA, will look like, a number of documents are included for your review:

- Plan for Dissolution of WACEC
- **Consent Resolution of the Members of Associated County Extension Committees, Inc. (This is the document you need to sign)**
- Bylaws for the newly-created Wisconsin Extension Association (WEXA)
- Map of current Extension districts
- Funds Transfer Agreement
- Fiscal Agency Agreement

To assist extension committee members in understanding the documents and the transformation of WACEC into WEXA, WCA, in conjunction with legal counsel, will be hosting a webinar on **May 30, 2019 at 10:00 a.m.** in order for legal counsel to walk through the documents and answer specific questions that you may have. The webinar can be accessed utilizing the following link: <https://wicounties.adobeconnect.com/wexa/>.

If you have questions prior to the webinar, please send them over to Chelsea Fibert (fibert@wicounties.org) so the attorneys can address your concerns specifically when the webinar begins.

The WACEC board, along with WCA, requests that all counties undertake the following actions to ensure the smooth transition of WACEC into WEXA:

- **Hold a meeting of your county extension committee prior to June 30, 2019 to ensure committee members execute the consent form.**
- **Provide copies of these documents, including the consent form, to members of your committee who are not county board members (WCA does not have contact information for your public members).**
- **Collect the consent forms following the meeting and send the forms to the WCA office in one of the following manners:**
 - **Mail: Wisconsin Counties Association, 22 E. Mifflin Street, Suite 900, Madison, WI 53703**
 - **Fax: 608.663.7189**
 - **Email: fibert@wicounties.org**

It is imperative that all counties return the signed consent form by June 30, 2019.

If you have any questions about the transition of WACEC to WEXA, please do not hesitate to contact the WCA office.

PLAN FOR DISSOLUTION OF WACEC

In September of 2018, following the significant restructuring undertaken by UW-Extension, the Associated County Extension Committees (WACEC) approached the Wisconsin Counties Association (WCA) to request that WCA assume the administrative responsibilities associated with WACEC that were formerly performed by UW-Extension. Going forward, in an effort to streamline the administration and otherwise reduce the financial burden of administration, Wisconsin Counties Association (WCA) has agreed to provide the administrative services and support to meet the needs of the organization.

Given WCA's assumption of these responsibilities, WACEC and WCA have developed the following plan, in consultation with legal counsel, to dissolve WACEC in its current form and reorganize the association in a more streamlined fashion:

1. Distribute this Plan and the attached member resolution to the members of WACEC, who are the individual members of the county extension committees.
2. Create an unincorporated nonprofit association named Wisconsin Extension Association (WEXA). WEXA will have the same mission as WACEC, but will be organized in a way that avoids the burden of tax return and corporate filings that are required of an entity classified as a IRC 501(c)(3) nonprofit such as WACEC. Chapter 184 of the Wisconsin Statutes allows WEXA to be tax-exempt at both the federal and state level, without the added administrative burden and expense.
3. WACEC will transfer its remaining funds to WEXA. These funds will be restricted for use only in accordance with WACEC's purpose.
4. WEXA will contract with WCA for WCA to act as fiscal agent to hold and disburse the funds at the direction of WEXA. WCA will also assist with administration in terms of meeting planning and arrangements, which will result in cost-savings because of WCA's existing relationships.
5. File articles of dissolution with the State of Wisconsin Department of Financial Institutions to dissolve WACEC. WACEC needs to discontinue in its corporate form so as to avoid continuing obligations under Wisconsin law.
6. File final Form-990 with the IRS and include notification of dissolution. This step is necessary to avoid future nonprofit tax filing requirements and will reduce the administrative burdens associated with the operation of WEXA.

In order to accomplish the above, 80% of the individual members of county extension committees must sign and return the attached resolution.

IF YOU ARE A MEMBER OF A WISCONSIN COUNTY EXTENSION COMMITTEE AND AGREE WITH THIS PLAN, THEN PLEASE SIGN AND RETURN THE ATTACHED RESOLUTION TO GIVE YOUR CONSENT TO DISSOLVE WACEC AND OTHERWISE IMPLEMENT THIS PLAN.

**CONSENT RESOLUTION OF THE MEMBERS OF
ASSOCIATED COUNTY EXTENSION COMMITTEES, INC.**

The undersigned, being at least 80% of the members of Associated County Extension Committees, Inc., a Wisconsin non-stock corporation (the “**Corporation**”), does, pursuant to the provisions of Sections 181.0704 of the Wisconsin Statutes, hereby consent to and adopt the following recitals and resolutions:

WHEREAS, the undersigned members desire to dissolve the Corporation;
and

WHEREAS, Section 181.1401 requires two-thirds of the members of a non-stock corporation to approve dissolution; and

WHEREAS, Section 181.0704 requires 80% of the members of a non-stock corporation to approve a resolution without a meeting; and

WHEREAS, the undersigned members have examined and hereby approve the attached Plan of Dissolution for the Corporation (the “**Plan**”).

NOW, THEREFORE, BE IT RESOLVED, that the Plan is hereby adopted and approved in all respects, and that the officers of the Corporation are authorized to perform all acts and execute all documents necessary or appropriate to execute the Plan and to carry out the intent thereof; and

BE IT FURTHER RESOLVED, that the officers of the Corporation are empowered, authorized and directed to execute and file articles of dissolution with the Wisconsin Department of Financial Institutions in accordance with the Wisconsin Statutes, and that the execution thereof by any officer shall be the act and deed of the Corporation; and

BE IT FURTHER RESOLVED, that the officers of the Corporation are empowered, authorized and directed to carry out the provisions of these resolutions that may be necessary in liquidating and dissolving the Corporation in accordance with the expressed intent of the members hereunder and under the Plan; and

BE IT FURTHER RESOLVED, that the Board of Directors is authorized to adopt any further resolutions that may be necessary in liquidating and dissolving the Corporation.

This consent resolution may be executed in separate counterparts, each of which shall be deemed to be an original, and all counterparts shall constitute one instrument. Signatures transmitted by facsimile, portable document format (“*.pdf*”) or other electronic means shall be deemed to be original signatures for all legal and other purposes.

[Signature page follows.]

Dated this ____ day of _____, 2019.

Signature: _____

Print: _____

BYLAWS

WISCONSIN EXTENSION ASSOCIATION

**ARTICLE I
NAME**

The name of the association shall be the WISCONSIN EXTENSION ASSOCIATION, an unincorporated nonprofit association pursuant to Chapter 184 of the Wisconsin Statutes (the “Association”).

**ARTICLE II
PURPOSE**

The Association is organized as an unincorporated nonprofit association pursuant to Chapter 184 of the Wisconsin Statutes. The primary nonprofit purpose of the Association is to provide a forum for the consideration of issues affecting the committee of each Wisconsin County Board responsible for oversight and policy related to UW-Extension (commonly referred to as extension committees), including those programs carried out under Section 59.87 (section 59.56, under revised statutes) and Chapter 92 of the Wisconsin Statutes, and other general assistance to such extension committees. Without limiting the foregoing, this purpose includes, but is not limited to:

- Providing a forum for discussion on issues relating to the relationship between counties and UW-Extension;
- Providing leadership and extension programming;
- Serving as a liaison between the counties and the UW system;
- Providing advice to the state of Wisconsin relevant to UW-Extension programming;
- and
- Elevating and educating an understanding of extension.

**ARTICLE III
MEMBERS**

A. Eligibility. The members of the Association shall be all counties in the state of Wisconsin that are considered to be current on annual dues as established herein. All annual dues are due on or before January 31 of each calendar year. The rights of the members shall be only as explicitly granted in these Bylaws.

B. Restrictions. The members shall have no rights to hold or direct funds, amend these Bylaws, or make any determination regarding the dissolution of the Association.

C. Districts. The members shall be divided into the following zones and districts, as identified on the map retained in the Association’s record book:

Extension Northern Zone

- District 1 Extension Multi County Areas 1, 2, 4
- District 2 Extension Multi County Areas 5, 6, 9
- District 3 Extension Multi County Areas 3, 7, 8

Extension Southern Zone

- District 4 Extension Multi County Areas 10, 12, 15
- District 5 Extension Multi County Areas 13, 14, 16
- District 6 Extension Multi County Areas 17, 19, 22
- District 7 Extension Single County Areas 11, 18, 20, 21

D. Biennial Meeting. Each district shall hold a biennial meeting before June 30 of each even-numbered year. Such meetings shall include the county board supervisors or county executives duly designated by member counties within each district. In compliance with the foregoing, the meetings shall be held at such time and such place as shall be agreed upon by the member counties in each district. The purpose of the biennial meeting in each of the districts shall be to discuss matters of mutual interest and to elect Directors of the Association. Each district is

entitled to elect two (2) Directors of the Association. Each county member shall be entitled to one (1) vote on all matters coming before a district meeting. The districts shall hold an organizational meeting in July of 2019 and elect Directors to serve until the July of 2020 biennial meeting.

E. Special Meetings. Districts may choose to hold special meetings from time to time. The Directors from a district may call a special meeting of a district at any time and elect a chairperson to preside over the special meeting, to discuss any issues related to the district and its participation in the Association.

ARTICLE IV BOARD OF DIRECTORS

A. Number. The operations and activities of the Association shall be under the care and management of a Board of Directors consisting of fifteen (15) persons, consisting of two (2) Directors from each of the seven (7) districts (as identified in Article III), and the immediate past President of the Association as an ex-officio Director (but only if qualified under Article IV.B).

B. Qualifications. All Directors must be a current county board supervisor or county executive in the state of Wisconsin.

C. Powers of Directors. The Board of Directors shall have complete discretion, responsibility, and power to manage the affairs of the Association. The Board of Directors shall also have specific responsibilities as defined from time to time by the Board of Directors, in addition to the authority granted to manage the Association by these Bylaws and to the extent provided by Wisconsin law.

D. Removal. A Director may be removed from office by an affirmative vote of two-thirds (2/3) of all Directors; said vote taken at a special meeting of the Directors called for that purpose. A Director may resign at any time. A Director is automatically and immediately removed if the Director at any time does not fulfill the qualifications required in Article IV.B. In the event of

a vacancy on the Board of Directors, for any reason, the successor Director shall be elected in a manner consistent with Article III.

E. Annual Meeting. The Board of Directors shall meet at least annually, at such time and place as may be fixed by the Board of Directors, for the purpose of setting dues, adopting a budget, and conducting such other business as may come before the Board of Directors.

F. Biennial Meeting. The Board of Directors shall hold a biennial meeting between July 1 and July 31 of each even-numbered year, for the purpose of electing officers of the Association, setting dues, adopting a budget and conducting such other business as may come before the Board of Directors. A biennial meeting occurring in each even-numbered year satisfies the requirement of an annual meeting set forth in subsection E. above. For the first year of the Association's existence, the Association's Board of Directors shall hold an organizational meeting in July of 2019.

G. Special Meetings. Special meetings may be called by or at the request of the President or any three (3) Directors. Notice of the time and place of all special meetings of the Board of Directors shall be given to each Director as far in advance as practical, by letter, telephone, or email. Email and telephone ballots may be used when no Director objects and special meetings may be held by telephone conference call if circumstances warrant.

H. Quorum and Manner of Acting. Except as otherwise provided, a majority of the Directors of the Association shall constitute a quorum for the transaction of business at any meeting of the Board of Directors, but a majority of the Directors present, though less than such quorum, may adjourn the meeting to another time without further notice. The act of the majority of Directors present at a meeting at which a quorum is present shall be the act of the Board of Directors, unless the act of greater number is required by law or these Bylaws.

I. Compensation. Compensation for Directors and Officers of the Association shall be established through a policy of the Board of Directors adopted at a meeting.

J. Indemnification. Directors shall be entitled to indemnification for actions as Directors to the extent permitted by Wisconsin law.

**ARTICLE V
OFFICERS**

A. Generally. The officers of the Association shall be a President, Vice President, and Secretary. The initial officers shall be established by resolution of the Board of Directors. The Association will contract with the Wisconsin Counties Association to be the Association's fiscal agent in lieu of naming a Treasurer. The duties of the officers shall include, but not be limited to, the following:

1. President. The President shall generally manage the day-to-day operations of the Association subject to the direction of the Board of Directors. The President is the chief executive officer of the Association, charged with its general supervision and management. The President shall preside at all meetings of the Board of Directors and shall act in a capacity typically provided for a President. The President is authorized, to the extent of the authority granted by the Board of Directors, to requisition funds from the Association's fiscal agent for use by the Association.

2. Vice President. The Vice President shall exercise the duties of the President in the absence or incapacity of the President. If the President should die, resign, or be removed from office, the Vice President shall succeed to the office of the President.

3. Secretary. The Secretary shall maintain all records of the Association and shall prepare minutes of all meetings of the Board of Directors. The Secretary may delegate these responsibilities.

B. Election and Term. The officers shall be elected by the Board of Directors at its biennial meeting. Each officer shall serve until a successor is qualified and seated. An officer may be removed by a two-thirds (2/3) vote of all Directors. Any vacancy in an office shall be filled by affirmative vote of a quorum of the Board of Directors.

C. Qualification. Officers are required to be members of the Board of Directors.

D. Multiple Offices. One person may hold not more than one (1) of the above offices.

E. Compensation. Except to the extent expressly permitted under a compensation policy adopted by the Board of Directors, all officers shall serve without compensation.

**ARTICLE VI
MISCELLANEOUS**

A. Fiscal Year. The fiscal year of the Association shall end on December 31.

B. Amendment. These Bylaws may be amended by an affirmative two-thirds (2/3) vote of all Directors.

C. Parliamentary Authority. The rules contained in the current edition of Robert's Rules of Order – Newly Revised shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with these Bylaws.

These Bylaws have been adopted and approved as of this _____ day of _____, 2019.

_____, Secretary

FISCAL AGENCY AGREEMENT

This Fiscal Agency Agreement (“Agreement”) effective as of _____, 2019, is entered into by and between Wisconsin Extension Association, a Wisconsin unincorporated association (“WEXA”), and Wisconsin Counties Association, a Wisconsin unincorporated association (“WCA”).

WHEREAS, WEXA holds certain funds pursuant to a Funds Transfer Agreement between WEXA and the Associated County Extension Committees, Inc., dated concurrent with this Agreement (“Funds Transfer Agreement”), which restricts WEXA from using or distributing the funds in certain respects;

WHEREAS, WEXA may, from time to time, receive additional funds to be utilized by WEXA in the course of WEXA’s business (together with the funds identified by the Funds Transfer Agreement, the “Funds”); and

WHEREAS, WEXA desires for WCA to act as its fiscal agent with respect to the holding and disbursement of the Funds.

NOW, THEREFORE, in consideration of these premises and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. Extent of Agency. It is the intent and purpose of the parties that WCA, on behalf of WEXA, administer and disburse the Funds as directed by WEXA. The Funds shall be held by WCA in trust as fiscal agent for WEXA in a segregated account. WCA shall not be required to take any action or refuse to take any action beyond the scope of the agency set forth herein.

2. Limitations of Liability. Notwithstanding any provision hereof to the contrary: (a) WCA undertakes to perform as fiscal agent on behalf of WEXA only such duties as are specifically set forth herein, and no implied covenants or obligations shall be read into this Agreement against WCA; and (b) in all events, WCA shall not be liable to WEXA for any action taken or omitted to be taken by it under this Agreement in good faith.

3. Indemnification. WEXA agrees to indemnify, defend and hold harmless WCA and WCA’s employees, directors, officers, subcontractors, agents or other members of its workforce from any costs, damages, expenses, judgments, losses, and attorneys’ fees arising from any of WCA’s actions related to its obligations under this Agreement, except to the extent of WCA’s willful misconduct. WEXA’s indemnification obligation shall survive the expiration or termination of this Agreement for any reason.

4. Costs. WCA shall not be required to expend or risk its own funds or otherwise incur any financial liability in the performance of any of its duties as fiscal agent for WEXA hereunder, other than those costs and expenses incurred by WCA in the ordinary course of performing its duties described in this Agreement. If WEXA requests WCA to take certain actions, and if WCA determines that the taking of such action would reasonably be expected to cause WCA to incur additional costs or financial liability beyond its ordinary operating costs,

then WCA shall not be required to take such actions absent an agreement from WEXA to pay the costs.

5. Accounting. WCA shall provide to WEXA, on or about the beginning of each calendar year, an accounting of the Funds, including all Funds received and disbursed during the course of the prior calendar year. WEXA may audit such report at its own expense upon request.

6. Termination of Fiscal Agency. Notwithstanding anything in this Agreement to the contrary, the fiscal agency created by this Agreement shall terminate as soon as reasonably practicable following the earliest to occur of the following events: (a) WEXA ceases doing business as a going concern; (b) the Funds are exhausted; or (c) 120 days prior written notice from either party of an intent to terminate this Agreement. Upon the termination of this Agreement, WCA shall promptly return the Funds to WEXA.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed and delivered by their proper and duly authorized officers as of the day and year first above written.

WISCONSIN EXTENSION
ASSOCIATION

WISCONSIN COUNTIES
ASSOCIATION

By: _____

By: _____

Title: _____

Title: _____

FUNDS TRANSFER AGREEMENT

This Funds Transfer Agreement (“Agreement”) effective as of _____, 2019, is entered into by and between Wisconsin Extension Association, a Wisconsin unincorporated association (“WEXA”), and Associated County Extension Committees, a Wisconsin non-stock corporation (“WACEC”).

WHEREAS, WACEC desires to transfer certain funds to WEXA to be held by WEXA and restricted in their use in a manner set forth in this Agreement.

NOW, THEREFORE, in consideration of these premises and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. Funds. Promptly after the execution of this Agreement, WACEC shall transfer all funds as stated in WACEC’s most recent Treasurers Report to WEXA (the “Funds”). WEXA shall only use the Funds in furtherance of WACEC’s following stated purpose:

- a. Providing a forum for the consideration of problems and policies of concern to the committee of each Wisconsin County Board responsible for extension programs (commonly referred to as extension committees), including those programs carried out under Section 59.87 (Section 59.56, under revised statutes) and Chapter 92 of the Wisconsin Statutes, and other general assistance to such extension committees (the “Purpose”).

2. Fiscal Agent. WEXA may contract with a fiscal agent to hold, administer, and disburse the Funds, provided that any such agreement obligates the fiscal agent to perform such duties in accordance with the Purpose.

3. Limitations of Liability. Notwithstanding any provision hereof to the contrary: (a) WEXA undertakes to perform only such duties as are specifically set forth herein, and no implied covenants or obligations shall be read into this Agreement or otherwise implied; and (b) in all events, WEXA shall not be liable to WACEC for any action taken or omitted to be taken by it under this Agreement in good faith.

4. Costs. WEXA shall not be required to expend or risk its own funds or otherwise incur any financial liability in the performance of any of its duties hereunder, other than those costs and expenses incurred by WEXA in the ordinary course of performing its duties described in this Agreement.

5. Termination of Responsibility. This Agreement shall terminate upon the exhaustion of the Funds in accordance with the terms herein.

[Signature page follows.]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed and delivered by their proper and duly authorized officers as of the day and year first above written.

WISCONSIN EXTENSION
ASSOCIATION

ASSOCIATED COUNTIES
EXTENSION COMMITTEES

By: _____

By: _____

Title: _____

Title: _____

32690046_2.DOC



36 Polk County Department of Land Information

Planning | Zoning | GIS | Surveyor

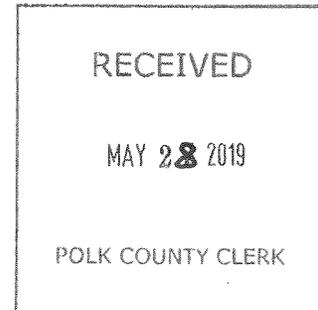
100 Polk County Plaza, Suite 130
Balsam Lake, WI 54810

Phone (715) 485-9279
Fax (715) 485-9246

Steve Geiger, Interim Director

May 28, 2019

Polk County
c/o: Ms. Sharon Jorgenson, County Clerk
100 Polk County Plaza, Suite 120
Balsam Lake, WI 54810



Re: Section 59.69(5)(e) - Petition To Amend:
-Polk County Shoreland Protection Zoning Ordinance

Dear Ms. Jorgenson:

Pursuant to Wisconsin Statute 59.69(5)(e), the Polk County Zoning Administrator files this letter as and for the petition to amend the Polk County Shoreland Protection Zoning Ordinance. Attached to and incorporated herein is a copy of the existing and proposed ordinances along with a map and description of the properties affected by said amendments.

The petition to amend this ordinance is made on the following basis:

1. The Polk County Shoreland Protection Zoning Ordinance, enacted March 19, 2019, regulates properties within the unincorporated shoreland areas of Polk County as required under Wisconsin Statute Sections 59.692 and 281.31.
2. The purpose of this ordinance is to insure proper management and development of the shoreland areas while promoting public health, safety, and general welfare.
3. The Wisconsin Legislature enacted 2017 Wisconsin Act 59. In its pertinent provisions, 2017 Wisconsin Act 59 made significant changes regarding short term rentals in Wisconsin, specifically, amending Wisconsin Statute Section 66.0615.
4. The proposed amendments allow a short term rental, tourist rooming house, to be permitted with a maximum occupancy of 8 at night and 12 during the day if the conditions listed in the ordinance are adhered to.

5. The proposed amendments also allow for short term rentals, transient lodges, with a maximum occupancy of more than eight at night but less than 20 to apply for a conditional use permit. The ordinance requires greater separation distances between dwellings as the maximum occupancy of the rental increases.
6. The procedure for enforcing violations of permitted and conditional uses was also clarified in the proposed draft so applicants know how any documented violations will be handled by the zoning office.
7. After consultation with Corporation Counsel, the proposed amended ordinances have been drafted to comply with state statute, and the state standards contained in Wisconsin Administrative Code.
8. Pursuant to Wisconsin Statute Section 59.69(5)(e), the proposed ordinance is subject to the public hearing process, and would be effective upon County Board passage and publication.

Pursuant to Wisconsin Statute Section 59.69(5)(e)1., please note the date of filing on the original of this petition and refer the same to the Polk County Land Information Department – Division of Zoning and the Polk County Environmental Services Committee for further consideration, public hearing, report and recommendation, as appropriate. Please also cause to be issued a copy of this petition to each county board supervisor.

Please also provide a copy of the file stamped petition to Polk County Land Information Department – Division of Zoning for the purpose of giving appropriate notice to the Wisconsin Department of Natural Resources and other appropriate governmental entities and for giving notice of the public hearing by the Polk County Environmental Services Committee on June 12, 2019. Pursuant to Wisconsin Statute Section 59.69(5)(e)5, the Polk County Land Information Department – Division of Zoning will submit its report on the petition in advance of the June 18, 2019 meeting of the Polk County Board of Supervisors.

Respectfully,



Jason Kjeseth
Polk County Zoning Administrator

Attachments:

Existing and Proposed Polk County Shoreland Protection Zoning Ordinance

Map of Affected Properties

Cc: Mr. Dean Johansen, Polk County Chairperson
Mr. Kim O'Connell, Chairperson, Polk County Environmental Services Committee
Mr. Nick Osborne, County Administrator
Ms. Malia Malone, Corporation Counsel

**PROPOSED
POLK COUNTY
SHORELAND PROTECTION
ZONING ORDINANCE**

Ordinance No. _____
Polk County Shoreland Protection Zoning Ordinance
Enacted: _____; Published: _____
Effective Date: _____

TEXT= PROPOSED
~~TEXT~~= REMOVED

Polk County Land Information Department
Polk County Government Center
100 Polk County Plaza, Suite 130
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**POLK COUNTY
SHORELAND PROTECTION ZONING ORDINANCE
(Effective: _____)**

The County Board of Supervisors of the County of Polk does ordain as follows:

Article 1. Title..... 1

Article 2. Statutory Authorization..... 1

Article 3. Purpose and Intent..... 1

Article 4. Definitions..... 2

Article 5. General Provisions..... 9

Article 6. Shoreland Zoning District Boundaries..... 11

Article 7. Shoreland-Wetland District 11

Article 8. General Purpose District..... 14

Article 9. Classification of Waters 20

Article 10. Reclassification of Waters 20

Article 11. Lot Requirements, Setbacks,..... 20
 & Minimum Shoreland Lot Dimensional Requirements 20

Article 12. Shoreland Protection Area 26

Article 13. Open Structures in Shoreland Setback Area..... 28

Article 14. Impervious Surface 29

Article 15. Mitigation.....29

Article 16. Filling, Grading, and Ditching..... 31

Article 17. Off-Street Parking and Loading..... 32

Article 18. Administrative Provisions..... 33

Article 19. Changes and Amendments..... 37

Article 20. Enforcement and Penalties..... 37

Article 1. Title

This ordinance shall be known as the Polk County Shoreland Protection Zoning Ordinance.

Article 2. Statutory Authorization

This ordinance is adopted pursuant to the authorization in Sections 59.692 and 281.31, Wisconsin Statutes.

Article 3. Purpose and Intent

- A. The purpose of these shoreland regulations is to insure the proper management and development of the shoreland of all navigable lakes, ponds, flowages, rivers and streams in the unincorporated areas of Polk County. The intent of these regulations is to further the maintenance of safe and healthful conditions; prevent and control water pollution; protect spawning ground for fish and aquatic life; control building sites, placement of structures, land uses; and preserve shore cover and natural beauty. For those reasons, development and alterations that may affect the natural function of the shore lands of Polk County shall be controlled and regulated so as to cause no harm. The Shoreland

Protection Zoning Ordinance shall be interpreted in harmony with federal, state, and local laws including, but not limited to, the Polk County Comprehensive Zoning Ordinance, Polk County Nuisance Ordinance, Polk County Flood Plain Ordinance, Polk County Chapter 18 Subdivision Ordinance, and others. Where any provision is inconsistent with applicable federal, state or local laws, rules and regulations, such provision shall be deemed void, but the remainder of this ordinance shall apply and remain in full force and effect. This ordinance shall conform to Chapters 30, 59, and 281 of Wisconsin Statutes Wis. Admin Code Chapter NR 115, and the American Disabilities Act.

- B. To the extent that any of the provisions of this ordinance is interpreted to be more restrictive than the state shoreland standard as provided by NR115.05(1)(a) –(g), said ordinance provision shall lack application and the applicable state standard is hereby incorporated by reference as expressly provided herein so as to comply with Wisconsin Statute Section 59.692(1d) and to allow for lawful issuance of any permit, conditional use permit, as provided by this ordinance and to allow for the enforcement by ordinance of the state shoreland standard.

Article 4. Definitions

The following definitions apply to the provisions of this ordinance:

“ACCESSORY BUILDING” see “Building, Accessory”

“ACCESSORY STRUCTURE” see “Structure, Accessory”

“ATTACHED STRUCTURE” means a structure connected to another structure by a common wall or roof.

“BED & BREAKFAST” means any place of lodging that provides 8 or fewer rooms for rent to no more than a total of 20 tourists or other transients for more than 10 nights in a 12-month period, is the owner’s personal residence, is occupied by the owner at the time of rental, and in which the only meal served to guests is breakfast.

“BOATHOUSE” means a structure designed solely for boat storage and storage of related marine equipment and not used by humans as a place of settled residence or habitat in any manner or form.

“BUILDING” means a structure having a roof supported by columns or walls.

“BUILDING, ACCESSORY” means a subordinate building which is incidental to and customarily found in connection with the primary use of the property limited to 35’ in height.

“BUILDING ENVELOPE” means the three dimensional space within which a structure is built.

“BUILDING FOOTPRINT” means the perimeter square footage of enclosed building space

“BUNKHOUSE” means a residential accessory structure or part of a residential accessory structure with or without plumbing which is used as temporary sleeping quarters only; no cooking or food preparation facilities; and no greater than 400 sq. ft. of enclosed dwelling space.

“CAMPGROUND” means any lot or tract of land owned by a person, the state or a local government, which is designed, maintained, intended or used for the purpose of providing sites for nonpermanent overnight use by 4 or more camping units, or by one to 3 camping units if the lot or tract of land is represented as a campground.

“CAMPING UNIT” means any portable device, no more than 400 square feet in area, used as a temporary dwelling, including but not limited to a camping trailer/travel trailer, motor home, park model, pick-up truck camping topper or tent

“CONDITIONAL USE” see “Use, Conditional”

“CONSERVATION DESIGN DEVELOPMENT” means a style of development that clusters houses onto smaller lot sizes in order to preserve some feature, function, aspect of the property that is being developed.

“CONTRACTOR’S STORAGE YARD” means the outdoor portion of a lot where construction or service contractor stores and maintains 4 or more pieces of equipment and other materials in an area greater than 250 sq. feet customarily used by the construction or service contractor. This excludes vehicles which require a Class D driver’s license to operate.

“DECK” (Patio) An unenclosed exterior accessory structure that has no roof or sides

“DEVELOPMENT” means any man-made change to real estate, including, but not limited to, the construction of buildings, principal structures or accessory structures; the construction of additions or substantial alterations to buildings, structures or accessory structures; the placement of mobile homes; ditching, lagooning, dredging, filling, grading, paving, excavation or drilling operations; and the deposition or extraction of earthen materials.

“DIRECT DRAINAGE” means runoff from riparian areas within 300 feet that flow directly into a surface water resource as defined within the ordinance.

“DISTRICT” means lots or sections of Polk County, Wisconsin, for which the regulations for governing the use of land and buildings are uniform.

“DWELLING, SINGLE-FAMILY” means a structure, or that part of a structure, which is used or intended to be used as a home, residence or sleeping place by one person or by 2 or more persons maintaining a common household, to the exclusion of all others. This includes manufactured homes, but not mobile homes, camping units, travel trailers, and other temporary sleeping units.

“DWELLING, TWO-FAMILY” means a structure, or that part of a structure, which is used or intended to be used as a home, residence or sleeping place by two-families, to the exclusion of all others.

“DWELLING, MULTIPLE-FAMILY” means a structure, or that part of a structure, which is used or intended to be used as a home, residence or sleeping place by more than two families.

“ESSENTIAL SERVICES” means services provided by public and private utilities, necessary for the exercise of the principal use or service of the principal structure. These services include underground, surface, or overhead gas, electrical, steam, water, sanitary sewerage, storm water drainage, and communication systems and accessories thereto, such as poles, towers, wires, mains, drains, vaults, culverts, laterals, sewers, pipes, catch basins, water storage tanks, conduits, cables, fire alarm boxes, police call boxes, traffic signals, pumps, lift stations, and hydrants, but not including those uses listed in the Polk County Telecommunications Towers, Antennas, and Related Facilities Ordinance.

“EXCAVATING” means to remove by scooping or digging out.

“EXISTING DEVELOPMENT PATTERN” means that principal structures exist within 250 feet of a proposed principal structure in both directions along the shoreline.

“EXPANSION, HORIZONTAL” (Addition) means expansion of a principal structure outside of its existing building footprint.

“EXPANSION, VERTICAL” means expansion of a principal structure either up or down, within its existing building footprint and includes full replacement of roofs and basements/foundations.

“FAMILY” means the body of persons who live together in one dwelling unit as a single housekeeping entity.

“FARM ANIMALS” means dairy cattle, beef cattle, swine, sheep, horses, ducks, chickens, turkeys and animals or fowl of similar character and customarily maintained in a large parcel setting for food, recreational, breeding, zoological or similar purposes.

“FARM BUILDING” means a building or other structure used to house or feed farm animals, store farm animal feed, or to collect or store waste generated from farm animals.

“FARM RESIDENCE” means any of the following structures that are located on a farm:
A single-family dwelling or two-family dwelling that is the only residential structure on the farm or is occupied by any of the following:

- An owner or operator of the farm.
- A parent or child of an owner or operator of the farm.
- An individual who earns more than 50 percent of his or her gross income from the farm.
- A migrant labor camp that is certified under State Statute 103.92.

“FEEDLOT” means a lot or building, or combination of contiguous lots and buildings, intended for the confined feeding, breeding, raising or holding of animals and specifically designed as a confinement area in which animal waste may accumulate, or where the concentration of animals is such that a vegetative cover cannot be maintained within the enclosure. For purposes of these parts, open lots used for feeding and rearing of poultry (poultry ranges) and barns, dairy facilities, swine facilities, beef lots and barns, horse stalls, mink ranches and domesticated animal zoos, shall be considered to be animal feedlots.

“FENCE, PRIVACY” means a structure for enclosure or screening that is greater than 4 feet in height and greater than 50% opaque.

“FLOOD PLAIN” means the land which has been or may be hereafter covered by flood water during the regional flood. The flood plain includes the floodway and the flood fringe as those terms are defined in ch. NR 116.

“FRONTAGE” means all the property abutting on one side of a road or street between two intersecting roads or streets or all of the property abutting on one side of a street between an intersecting street and the dead end of a street.

“FRONT YARD” means a yard extending the full width of the lot between the front lot line and the nearest part of the principal building, excluding uncovered steps.

“GENERAL PURPOSE DISTRICT” means district that includes all shorelands subject to regulation under this ordinance and not designated wetland areas on a shoreland zoning map.

“GRADING” means the filling, placing or moving of rock and soil material.

“HANDICAP/ADA ACCESS” means any temporary deck extension, walkway, ramp, elevator, or any mechanical device used as a means of movement or access by a handicapped person, which is deemed medically necessary.

“HEIGHT” means the elevation from the lowest exposed grade of the structure to the highest peak of the roof, excluding window wells and stairways.

“HOME BUSINESS” means a gainful occupation operated out of a residence or accessory structure, when such occupation is:

- Conducted solely by a member or members of the resident family
- Entirely within the residence and incidental to the residential use of the premises
- No external alterations that would effect a substantial change in the residential character of the building
- No more than 50 percent of only one floor of the dwelling shall be devoted to such offices

- Not more than 2 persons not members of the resident family may be employed in any such office.

“HOTEL/MOTEL” means a place where sleeping accommodations are offered for pay to transients, in 5 or more rooms, and all related rooms, buildings and areas.

“HUMAN HABITATION” means the act of occupying a structure as a sleeping place whether intermittently or as a principal residence.

“INDUSTRIAL USE” means industrial district or restricted as defined within Polk County Comprehensive Land Use Ordinance.

“INOPERABLE” means not able to perform its normal function.

“IMPERVIOUS SURFACE” means an area that releases as runoff all or a majority of the precipitation that falls on it. Impervious surface excludes frozen soil but includes rooftops, sidewalks, driveways, parking lots, and streets unless specifically designed, constructed, and maintained to be pervious. Roadways as defined in s. 340.01(54), Wis. Adm. Code, or sidewalks as defined in s. 340.01(58), Wis. Adm. Code, are not considered impervious surfaces.

“JUNKYARD”/“SALVAGE YARD”/“RECYCLING CENTER” means an open area where waste or scrap materials are bought, sold, exchanged, stored, baled, disassembled or handled for commercial or noncommercial purposes including, but not limited to, scrap iron and other metals, paper, rags, rubber tires and bottles. A junkyard/salvage yard/recycling center includes, but is not limited to, an automobile wrecking or dismantling yard or an area where more than one unlicensed or inoperable motor vehicle is kept.

“KENNEL” means the use of land, with related buildings or structures, for the breeding, rearing or boarding of household pets 5 months of age or older.

“LANDSCAPING” means the removal or alteration of topsoil.

“LAND USE RUNOFF RATING” The land use runoff rating is a tool used to determine how much mitigation is needed to reduce the effects of development, particularly impervious surfaces, on water quality.

“LARGE OUTDOOR COMMERCIAL EVENT” means an event, regardless of whether it is singular or annual or multiple times per year in which payment is accepted, whether by a fee or by donation, in exchange for a public gathering with entertainment, including, but not limited to: music events, motor vehicle rallies, etc.

“LOT” means a parcel of land occupied or designed to provide space necessary for one principal building and its accessory buildings or uses, including the open spaces required by this ordinance and abutting on a public street or other officially approved means of access. A lot may be a parcel designated in a plat or described in a conveyance recorded in the office of the Register of Deeds, or any part of a large parcel when such part complies with the requirements of this ordinance as to width and area for the district in which it is located. No land included in any street, highway or railroad right-of-way shall be included in computing lot area.

“LOT, CORNER” means a lot located at the intersection of two streets, any two corners of which have an angle of 120 degrees or less, or if bounded by a curved street in which case the chord within the limits of the lot lines form an angle of 120 degrees or less.

“LOT LINES” means the lines bounding a lot as herein defined.

“LOT WIDTH” means for the purpose of this ordinance the width of a lot shall be the shortest distance between the sidelines at the setback line.

“MANUFACTURED HOME” means any structure, HUD certified and labeled under the National Manufactured Home Construction and Safety Standards Act of 1974 (U.S.C. Title 42, Chapter 70), that is, or was as originally constructed, designed to be transported by any motor

vehicle upon a public highway and designed, equipped and used primarily for sleeping, eating and living quarters, or is intended to be so used; and includes the manufactured home structure, its plumbing, heating, air conditioning and electrical systems, all appliances and all other equipment therein, any additions, attachments, annexes, foundations and appurtenances.

“MANUFACTURED HOME PARK” (previously Mobile Home Park) means an area or premise on which is provided the required space for the accommodation of manufactured home, together with necessary accessory buildings, driveways, walks, screening and other required adjuncts.

“MITIGATION” means balancing measures that are designed, implemented and function to restore natural functions and values that are otherwise lost through development and human activities

“MOBILE HOME” means any structure, not HUD certified and labeled under the National Manufactured Home Construction and Safety Standards Act of 1974 (U.S.C. Title 42, Chapter 70) or manufactured or assembled before June 15, 1976, that is, or was as originally constructed, designed to be transported by any motor vehicle upon a public highway and designed, equipped and used primarily for sleeping, eating and living quarters, or is intended to be so used; and includes the mobile home structure, its plumbing, heating, air conditioning and electrical systems, all appliances and all other equipment therein, any additions, attachments, annexes, foundations, and appurtenances.

“MOTEL” see “Hotel/Motel”

“NAVIGABLE” means all lakes, ponds, flowages, rivers and streams in Polk County shall be presumed to be navigable if they are listed in the Wisconsin Department of Natural Resources’ publication *Surface Waters Resources of Polk County*, or are shown on the United States Geological Survey Quadrangle Maps. Lakes, ponds, flowages, rivers and streams not included in these documents may also be determined to be navigable. Also, Lake Superior, Lake Michigan, all natural inland lakes within Wisconsin and all streams, ponds, sloughs, flowages and other waters within the territorial limits of this State, including the Wisconsin portion of boundary waters, which are navigable under the laws of this State. Under Section 281.31(2)(d), Wisconsin Statutes, notwithstanding any other provision of law or administrative rule promulgated there under, shoreland ordinances required under Section 59.692, Wisconsin Statutes, and Chapter NR 115, Wisconsin Administrative Code do not apply to lands adjacent to:

1. Farm drainage ditches where such lands are not adjacent to a natural navigable stream or river and such lands were not navigable streams before ditching; and
2. Artificially constructed drainage ditches, ponds or storm water retention basins that are not hydrologically connected to a natural navigable water body

“NONCONFORMING STRUCTURE” see “Structure, Nonconforming”

“NONCONFORMING USE” see “Use, Nonconforming”

“NONFARM RESIDENCE” means a single-family or multi-family residence other than a farm residence.

“NON-METALLIC MINING ACTIVITIES” means the excavation, mining or removal of minerals, clay, ceramic or refractor minerals, quarrying of sand, gravel, crushed or broken stone, including the extraction and removal of top soil, but not including sod farming. The term shall also include such mineral processing operations as aggregate or ready mix plants, hot mix asphalt plants, mining services, processing of top soil, washing, refining or processing of non-metallic mineral materials, when onsite or on a contiguous property.

“ORDINARY HIGH-WATER MARK” (OHWM) means the point on the bank or shore up to which the presence and action of surface water is so continuous as to leave a distinctive mark such as by erosion, destruction or prevention of terrestrial vegetation, predominance of aquatic vegetation, or other easily recognized characteristics.

“ORDINARY MAINTENANCE AND REPAIR” means those activities necessary to maintain the structural integrity and current function of the existing structure. Ordinary maintenance and repair may include replacement of windows, doors, siding, insulation, roofing, and roof replacement provided the pitch does not exceed the pitch necessary to match the existing roof.

“OUTLOT” means a lot remnant or parcel of land within a plat remaining after platting, which is intended for open space use, for which no development is intended other than that which is accessory to the open space use. An Outlot may not be developed for any use or structure that requires a private, onsite wastewater treatment system.

“PARENT LOT” means the lot and associated acreage of that lot that existed at the time of the adoption of this ordinance

“PARKING LOT” means a lot where automobiles are parked or stored temporarily, but not including the wrecking of automobiles or other vehicles or storage for the purpose of repair or wrecking.

“PATIO” See “deck”

“PERMIT” means a written form issued by the Zoning Department (See Article 18.B.).

“PERMITTED USE” see “Use, Permitted”

“PREEXISTING USE” means a building, structure, or use, which lawfully existed on the effective date of this ordinance as revised and the use of which has been continued uninterrupted and that does not conform to this ordinance.

“RECONSTRUCTION” means activities that exceed maintenance and repair, structural repair, structural alteration, horizontal expansion or vertical expansion.

“ROAD” means a public or private thoroughfare which affords a primary means of access to abutting property, and includes streets and highways.

“ROADSIDE STAND” means a structure having a ground area of not more than 300 square feet, not permanently fixed to the ground, readily removable in its entirety, not fully enclosed and to be used solely for the sale of farm products produced on the premise (or adjoining premise). There shall not be more than one such roadside stand in any single premise.

“SETBACK” means the minimum horizontal distance between lot lines, the platted center line of the road, from Right-Of-Way line, or the ordinary high water mark measured to the closest point of the structure.

“SETBACK LINES” means lines established adjacent to the highways, lakes or streams for the purpose of defining limits within which no building, structure or any part thereof shall be erected or permanently maintained except as shown herein. "Within a setback line" means between the setback line and the highway right-of-way, lake or stream.

“SHORELAND” means area landward of the ordinary high water mark within the following distances: 1,000 feet from a lake, pond or flowage; and 300 feet from a river or stream or to the landward side of the floodplain, whichever distance is greater.

“SHORELAND PROTECTION AREA” means a vegetative strip of land 35 feet measured perpendicular from the ordinary high water mark.

“SHORELAND-WETLAND DISTRICT” means the zoning district, created as a part of this shoreland zoning ordinance, comprised of shorelands that are designated as wetlands on the Wisconsin Wetland Inventory maps.

“**SIGN**” means any device visible from a public place whose essential purpose and design is to convey either commercial or non-commercial messages by means of graphic presentation of alphabetic or pictorial symbols or representations. Non-commercial flags or any flags displayed from flagpoles or staffs will not be considered to be signs.

“**SIGN, FREESTANDING**” means a sign principally supported by one or more columns, poles, or braces placed in or upon the ground

“**SIGN, OFF PREMISE**” means a sign advertising a business that is not conducted on the property or located in the immediate vicinity of the business.

“**SIGN, ON PREMISE**” means a sign at a business location advertising a business that is conducted on the property and that is located in the immediate vicinity of the business.

"Immediate vicinity" means the sign is within the area bounded by the buildings, driveways and parking areas in which the activity is conducted or within 50 feet of that area. "Immediate vicinity" does not include any area across a street or road from the area where the business is conducted or any area developed for the purpose of erecting a sign.

“**SIGN STRUCTURE**” means any structure designed for the support of a sign.

“**SIGN, TEMPORARY**” means a sign intended to display either commercial or non-commercial messages of a transitory or temporary nature. Portable signs or any sign not permanently embedded in the ground, not permanently affixed to a building, or attached to a sign structure that is permanently embedded in the ground, are considered temporary signs.

“**STORY**” means the vertical distance between the surface of any floor and the floor next above it, or if there be no floor above it, the space between such floor and the ceiling next above it.

“**STRUCTURAL ALTERATION**” means any change in the exterior supporting members, such as bearing walls, columns, beams or girders, footings and piles.

“**STRUCTURE**” means a principal structure or any accessory structure including a garage, shed, boathouse, sidewalk, stairway, walkway, patio, deck, retaining wall, porch, or fire pit.

“**STRUCTURE, ACCESSORY**” means a subordinate structure which is incidental to and customarily found in connection with the primary use of the property, including but not limited to: garages, sheds, barns, gazebos, fences, retaining walls, and pedestrian walkways and stairways to surface water.

“**STRUCTURE, NONCONFORMING**” means a dwelling or other building, structure or accessory building that existed lawfully before the current zoning ordinance was enacted or amended, but that does not conform with one or more of the regulations in the current zoning ordinance.

“**STRUCTURE, PRINCIPAL**” (principal building) means a building that is utilized for the primary use of a lot.

“**SUBSTANTIAL EVIDENCE**” means facts and information, other than merely personal preferences or speculation, directly pertaining to the requirements and conditions an applicant must meet to obtain a conditional use permit and that reasonable persons would accept in support of a conclusion.

“**TOURIST OR TRANSIENT**” means a person who travels to a location away from his or her permanent address for a short period of time for vacation, pleasure, recreation, culture, business or employment.

“**TOURIST ROOMING HOUSE**” means a single family dwelling in which sleeping accommodations are offered for pay to a maximum of 2 tourists or transients per bedroom based on the sanitary system serving the dwelling up to a total of 8 from 11:00 pm to 7:00 am. A

maximum of 12 occupants are allowed from 7:00 am to 11:00 pm regardless of the of the number of bedrooms. plus 2.

“TRANSIENT LODGE” means any ~~bed & breakfast, hotel or motel~~ single family dwelling rented on a short term basis that requires a license from the Polk County Health Department and has a maximum occupancy of more than 8 people. State Department of Health and Family Services.

“TRAVEL TRAILER” means any vehicle, house car, camp car, or any portable or mobile vehicle either self-propelled or propelled by other means which is used or designed to be used for residential living or sleeping purposes as defined in Wisconsin Administrative Code ATCP 79.

“UNDEVELOPED LOT” means a lot that does not have a well and an installed sanitary system, not including a privy.

“UNNECESSARY HARDSHIP” means for area variances, compliance with the strict letter of the restrictions governing area, setbacks, frontage, height, bulk, or density would unreasonably prevent the owner from using the property for a permitted purpose or would render conformity with such restrictions unnecessarily burdensome. An unnecessary hardship must be based on conditions unique to the property rather than considerations personal to the property owner when reviewing a variance application.

“USE, CONDITIONAL” means a use allowed under a conditional use permit, special exception, or other special zoning permission issued by the county, but does not include a variance. Conditional uses, listed by ordinance, are subject to certain conditions specified in the ordinance and/or designated by the Environmental Services Committee.

“USE, NONCONFORMING” means a building, structure or use of land lawfully existing at the time of enactment of this ordinance, and which does not conform to the regulations of the district or zone in which it is located.

“USE, PERMITTED” means a use permitted in a district whereby a building can be constructed, erected, altered or moved and is consistent with the general intent of the district.

“USE, VARIANCE” means an authorization by the board of adjustment under this subsection for the use of land for a purpose that is otherwise not allowed or is prohibited by the applicable zoning ordinance.

“VARIANCE” (Area) means a modification to a dimensional, physical, or locational requirement such as the setback, frontage, height, bulk, or density restriction for a structure that is granted by the Board of Adjustment. A variance may only be granted in cases of unnecessary hardship and when the spirit of the ordinance is not violated.

“VIEWING CORRIDOR” means an area in which all trees and shrubs may be removed to create a visual view.

“VISION CLEARANCE TRIANGLE” means an unoccupied triangular space at the intersection of highways or streets or railroads. Such vision clearance triangle shall be bounded by the intersecting highway, road or railroad right-of-way lines and a setback line connecting points located on such right-of-way lines by measurement from their intersection.

“WETLANDS” means those areas where water is at, near or above the land surface long enough to be capable of supporting aquatic or hydrophytic vegetation, and which have soils indicative of wet conditions.

“YARD” means an open space on the same lot with a building, unoccupied and unobstructed from the ground upward except as otherwise provided herein.

Article 5. General Provisions

- A. Areas to be Regulated - The shorelands area shall be considered as those lands within one thousand (1,000) feet of the OHWM of any navigable lake, pond, or flowage, and those lands within three hundred (300) feet of the OHWM of any navigable river or stream, or to the landward side of the flood plain, whichever is greater.

All land within the shoreland area shall be placed within one of the zoning districts listed in Article 6.A. Uses within the shorelands shall conform to requirements of those respective districts and in addition, each use and property shall be subject to the requirements of this Ordinance.

- B. Greater Restrictions - The provisions of the shorelands and wetlands regulations supersede all the provisions of any county zoning ordinance adopted under Chapter 59, Wisconsin Statutes, which relate to shorelands. However, where an ordinance adopted under a statute other than Chapter 59, Wisconsin Statutes, applies and is more restrictive than this Ordinance, the more restrictive provision of said ordinance shall continue in full force and effect only to the extent of the greater restrictions that are applicable, but not otherwise. In addition:
1. Shorelands and wetlands regulations shall not require approval or be subject to disapproval by any town or town board.
 2. If an existing town ordinance relating to shorelands is more restrictive than this Ordinance or any amendments thereto, the town ordinance continues in all respects to the extent of the greater restrictions, but not otherwise.
 3. The shorelands regulations are not intended to repeal, abrogate, or impair any existing deed restrictions, covenants, or easements. However, where this Ordinance imposes greater restrictions, the provisions of this Ordinance shall prevail.
- C. Height Restrictions –The height regulations of the underlying zoning districts shall apply as well as a maximum of 35 feet in height for any structure within the shoreland setback area, whichever is more restrictive. All height restrictions apply as measured from the lowest exposed grade to the highest point of the structure.
- D. The use of phosphate fertilizers within shoreland areas is prohibited.
- E. Septic systems shall comply with the applicable federal, state, and local laws, including other county ordinances.
- F. Determinations of navigability and ordinary high-water mark location shall initially be made by the zoning administrator. When questions arise, the zoning administrator shall contact the appropriate office of the Department for a final determination of navigability or ordinary high-water mark. The county may work with surveyors with regard to s. 59.692(1h).
- G. Structures including school bus stop shelters, deer stands, dog houses, tree houses and ice-fishing shacks with a footprint of less than 64 sq. feet shall not be deemed an accessory structure or use, do not require permits, and shall conform to the setbacks and cannot be used for storage.

Article 6. Shoreland Zoning District Boundaries

- A. The shorelands of Polk County are hereby divided into the following Districts:
1. Shoreland-Wetland District
 2. General Purpose District
- B. The following maps have been adopted and made part of this ordinance and are on file in the office of the Polk County Zoning Administrator:
1. The most recent version of the Wisconsin Wetland Inventory as depicted on the Department of Natural Resources Surface Water Data Viewer.
 2. Lake Classification List
 3. County Identified Shoreland and Wetland Maps

Article 7. Shoreland-Wetland District

- A. Designation – The Shoreland-Wetland district includes all shorelands subject to regulation under Article 5.A, which are designated as wetlands on the most recent version of the Wisconsin Wetland Inventory on the Department of Natural Resources Surface Water Data Viewer that have been adopted and made a part of this ordinance under Article 6.B.
- B. Locating shoreland-wetland boundaries. Where an apparent discrepancy exists between the Shoreland-Wetland District shown on the Wisconsin Wetland Inventory and actual field conditions at the time the maps were adopted, the Zoning Administrator shall contact the appropriate field office of the Department of Natural Resources to determine if the shoreland-wetland district, as mapped, is in error. If the Department of Natural Resources staff concurs with the Zoning Administrator that a particular area was incorrectly mapped as a wetlands, the Zoning Administrator shall have the authority to immediately grant or deny a land use permit in accordance with the regulations applicable to the correct zoning district.

In order to correct wetland-mapping errors shown on the official map, the Zoning Administrator shall complete a map amendment in a timely manner.

- C. Purpose and Importance - The purpose of the Shoreland-Wetland District is: to maintain safe and healthful conditions, to prevent water pollution, to protect fish spawning grounds and aquatic life, to preserve shore cover and natural beauty, and to control building and development in wetlands whenever possible.
- D. Allowed Uses – Allowed uses within the Shoreland-Wetland Zoning District are specifically enumerated in this paragraph. The following uses enumerated shall be allowed, subject to the regulations of this ordinance and the applicable provisions of Federal, State and local laws. The following uses are allowed within the Shoreland-Wetland District:
1. Allowed- The following uses are allowed and do not need a permit, so long as the use involves no filling, flooding, draining, dredging, ditching, tiling, excavating or grading:
 - (a) Hiking, fishing, trapping, hunting, swimming, boating and fish farming.
 - (b) The harvesting of wild crops, such as marsh hay, ferns, moss, wild rice, berries, tree fruits and tree seeds, in a manner that is not injurious to the natural reproduction of such crops.

- (c) The pasturing of livestock and the construction and maintenance of fences.
 - (d) The practice of silviculture, including the planting, thinning and harvesting of timber.
 - (e) The cultivation of agricultural crops.
 - (f) The construction and maintenance of duck blinds
2. The following uses do not require the issuance of a land use permit and may involve filling, flooding, draining, dredging, ditching, tiling or excavating to the extent specifically provided below:
- (a) Temporary water level stabilization measures, in the practice of silviculture, which are necessary to alleviate abnormally wet or dry conditions that would have an adverse impact on the conduct of silviculture activities if not corrected.
 - (b) Dike and dam construction and ditching for the purpose of growing and harvesting cranberries.
 - (c) Ditching, tiling, dredging, excavating or filling done to maintain or repair existing agricultural drainage systems only to the extent necessary to maintain the level of drainage required to continue the existing agricultural use.
 - (d) The maintenance, repair, replacement and reconstruction of existing town and county highways and bridges
3. The issuance of a land use permit is required before the following uses may be commenced:
- (a) The construction and maintenance of roads which are necessary to conduct silvicultural activities or are necessary for agricultural cultivation provided that:
 - (1) The road cannot, as a practical matter, be located outside the wetland; and,
 - (2) The road is designed and constructed to minimize the adverse impact upon the natural functions of the wetland and meets the following standards:
 - (A) The road is designed and constructed as a single lane roadway with only such depth and width as is necessary to accommodate the machinery required to conduct agricultural and silvicultural activities; and,
 - (B) Road construction activities are carried out in the immediate area of the roadbed only; and,
 - (C) Any filling, flooding, draining, dredging, ditching, tiling or excavating that is done is necessary for the construction or maintenance of the road.
 - (b) The construction and maintenance of nonresidential buildings used solely in conjunction with raising of waterfowl, minnows or other wetland or aquatic animals or used solely for some other purpose which is compatible with wetland preservation, if such building cannot, as a practical matter, be located outside the wetland, provided that:
 - (1) Any such building does not exceed 500 square feet in floor area; and,
 - (2) No filling, flooding, draining, dredging, ditching, tiling or excavating is to be done.
 - (c) The establishment and development of public and private parks and recreation areas,

boat access sites, natural and outdoor education areas, historic and scientific areas, wildlife refuges, game preserves and private wildlife habitat areas, provided that:

- (1) Any private recreation or wildlife habitat area is used exclusively for that purpose.
 - (2) No filling or excavation is done except for limited filling and excavation necessary for the construction of boat access sites which cannot, as a practical matter, be located outside the wetland.
 - (3) Ditching, excavating, dredging, dike and dam construction in wildlife refuges, game preserves and private wildlife habitat areas, but only for the purpose of improving wildlife habitat or to otherwise enhance wetland values.
- (d) The construction and maintenance of electric, gas, telephone, water and sewer transmission and distribution lines, and related facilities by public utilities and cooperative associations organized for the purpose of producing or furnishing heat, light, power, or water to their members, provided that:
- (1) The transmission and distribution lines and related facilities cannot, as a practical matter, be located outside the wetland; and
 - (2) Any filling, excavating, ditching or draining that is done is necessary for such construction or maintenance and is done in a manner designed to minimize flooding and other adverse impacts upon the natural functions of the wetlands.
- (e) The construction and maintenance of railroad lines provided that:
- (1) The railroad lines cannot, as a practical matter, be located outside the wetland; and
 - (2) Any filling, excavating, ditching or draining that is done is necessary for such construction or maintenance and must be done in a manner designed to minimize flooding and other adverse impacts upon the natural functions of the wetlands.
- (f) The construction and maintenance of piers and walkways, including those built on pilings, provided that no filling, flooding, dredging, draining, ditching, tiling, or excavating is done.
- E. Prohibited Uses - Any use not specifically enumerated in Article 7.D, is prohibited, unless the wetland or portion of the wetland is rezoned by an amendment of this ordinance in accordance with the requirements of Section 59.69 (5)(e), Wisconsin Statutes, Chapter NR 115, Wisconsin Administrative Code and Article 7.F. of this Ordinance.
- F. Rezoning of Maps and amendments of text in the Shoreland-Wetland District - The following procedures shall be required for rezoning of lands within the Shoreland-Wetland District:
1. For all proposed text and map amendments to the Shoreland-Wetland District, the appropriate district office of the Department of Natural Resources shall be provided with the following:
 - (a) A copy of every petition for a text or map amendment to the Shoreland-Wetland District within 5 days of the filing of such petition with the County Clerk. Such petition shall include a copy of the Wisconsin Wetland Inventory map adopted as part of this ordinance describing any proposed rezoning of a shoreland-wetland area.

- (b) Written notice of the public hearing to be held on a proposed amendment, at least 10 days prior to such hearing;
 - (c) A copy of the County Zoning Department's findings and recommendations on each proposed amendment, within 10 days after the submission of those findings and recommendations to the County Board; and
 - (d) Written notice of the County Board's decision on the proposed amendment, within 10 days after it is issued.
2. A wetland, or a portion thereof, in the Shoreland-Wetland District shall not be rezoned if the proposed rezoning may result in a significant adverse impact upon any of the following:
- (a) Storm and flood water storage capacity;
 - (b) Maintenance of dry season stream flow, the discharge of groundwater to a wetland, the recharge of groundwater from a wetland to another area, or the flow of groundwater through a wetland;
 - (c) Filtering or storage of sediments, nutrients, heavy metals or organic compounds that would otherwise drain into navigable water;
 - (d) Shoreline protection against soil erosion;
 - (e) Fish spawning, brooding, nursery or feeding grounds;
 - (f) Wildlife habitat; or,
 - (g) Areas of special recreational, scenic or scientific interest, including scarce wetland types.
3. If the Department of Natural Resources has notified the County Zoning Department that a proposed amendment to the Shoreland-Wetland District may have a significant adverse impact upon any of the criteria listed in Article 7.F.2, that amendment, if approved by the County Board, shall contain the following provision: "This amendment shall not take affect until more than 30 days have elapsed since written notice of the County Board's approval of this amendment was mailed to the Department of Natural Resources. During that 30-day period, the Department of Natural Resources may notify the County Board that it will adopt a superseding shoreland ordinance for the county under Section 59.692(6) of the Wisconsin Statutes. If the Department does so notify the County Board, the effect of this amendment shall be stayed until the adoption procedure under Section 59.692(6) is completed or otherwise terminated."

Article 8. General Purpose District

- A. Designation - This district includes all shorelands subject to regulations under Article 5, which are not designated as wetland areas on the shoreland zoning maps in Article 6.
- B. Purpose - The General Purpose District shall be used to allow a wide range of uses, subject to the general provisions of this ordinance which are designed to further the maintenance of safe and healthful conditions, protect spawning grounds, fish and aquatic life; and preserve shore cover and natural beauty.
- C. Allowed Uses – All allowed and sanctioned uses that increase the impervious surfaces that are within 300 feet of the OHWM and have direct drainage to a water resource are required to

comply with Article 14.

The following uses are allowed within the General Purpose District:

1. Any use allowed under Article 7.
2. Single-family dwelling for owner occupancy, rent or lease.
3. Accessory buildings, incidental to the primary use of the property provided that:
 - (a) A riparian lot on any class 1 or 2 water body shall not have more than two (2) accessory buildings, including a boathouse, within 300 feet of the OHWM.
 - (b) Accessory buildings are allowed on class 3 waterways without the limitation listed sub (a) above.
4. Boathouses- The roof of a boathouse may be used as a deck if the boathouse has a flat roof with no side walls or screens. Boathouses shall meet the following requirements:
 - (a) The maximum dimension is: 14' in width by 26' in depth. The width dimension runs parallel to the water.
 - (b) Open handrails under 3 ½ feet tall that meet the Department of Safety and Professional Services standards may be constructed on the roof of the boathouse.
 - (c) The roof must pitch away from the lake.
 - (d) Designed solely for boat storage and storage of related marine equipment and not used by humans as a place of settled residence or habitat.
 - (e) Shall not extend below the OHWM.
 - (f) Structure cannot contain any plumbing
 - (g) Must be at least 10 feet landward of the OHWM.
 - (h) Must be located within the allowed access and viewing corridor.
 - (i) Boathouses shall be a single story with a 14' maximum sidewall height.
5. A single (one per lot) bunkhouse will be permitted with the following conditions:
 - (a) The bunkhouse shall not exceed 50% of the square footage of the accessory structure with a maximum of 400 square-foot floor area. The 50% square footage limitations will not apply when loft or attic truss type area is being used; however, the area shall not exceed 400 square feet. Stand-alone bunkhouses cannot exceed 400 sq. ft. of floor area in total.
 - (b) All of the setback requirements for an accessory structure are met.
 - (c) Leasing, rental or use as a residence is strictly prohibited.
 - (d) Sanitary systems must be sized for the total number of bedrooms on the lot after the bunkhouse is built. No affidavits allowed for undersized systems
 - (e) Holding tanks are only allowed for the purposes of these regulations if absolutely no other system will work on the property (i.e. a mound system or conventional system). A soil test is required to prove the necessity of a holding tank.
 - (f) A separate sanitary system for a bunkhouse is prohibited
 - (g) The bunkhouse shall be built to Uniform Dwelling Code compliance. A copy of the completed and passed final inspection of the bunkhouse by the Town's Building Inspector is due to the zoning office within 2 years of obtaining the land use permit, as proof that this condition has been satisfied.
 - (h) Plumbing, if installed, conforms to the Polk County Sanitary Code.
 - (i) Height of the structure is limited to 25 feet
 - (j) Maximum of 1 bathroom allowed per bunkhouse
 - (k) Cannot be split from original property

- (l) Cooking facilities are prohibited
 - (m) Cannot be built on an Outlot
 - (n) Cannot be the first building on a lot
 - (o) An affidavit is recorded in the Register of Deeds outlining use restrictions.
 - (p) Boathouses cannot become bunkhouses
 - (q) Only allowed in zoning districts where single-family residential uses are allowed
 - (r) Must meet minimum lot size requirements at time of lot creation
 - (s) Bunkhouses created on riparian lots shall be required to install and maintain mitigation as described in Article 15 of this ordinance. For the purposes of this ordinance, changing the use of a structure to a bunkhouse counts as the same additional square footage of impervious surface.
 - (t) Use of accessory structures in a manner consistent with the definition of bunkhouse prior to enactment of this ordinance is prohibited by ordinances referenced in Article 3 and such use is not a nonconforming use as defined in Wisconsin Statute. Accordingly, any and all accessory structures that are to be used as bunkhouses must comply with the above conditions regardless of prior existing use.
6. General agricultural buildings, provided that:
- (a) Non-farm residences shall not be located within 300 feet of any feedlot or structure housing farm animals.
 - (b) Farm buildings housing animals, barnyards, feedlots and animal waste disposal facilities shall be located at least 100 feet from any navigable water and shall be so located and constructed that there will be no drainage either directly or indirectly from such facilities into any navigable water.
7. Home occupations, including professional offices, incidental to the residential use of the property, provided that no more than 50 percent of the one floor shall be devoted to such offices contained within the dwelling or accessory building.
- (a) Home occupation, when such occupation is incidental to the residential use of the premises and does not involve any external alteration that would effect a substantial change in the residential character of the building; provided further that no article is offered for sale that is not produced by such home occupation, that no stock in trade is kept or sold and that no person other than a member of the resident family is employed.
 - (b) Professional office, when such office is conducted solely by a member or members of the resident family, entirely within the residence and incidental to the residential use of the premises: provided further that there shall be no external alterations that would effect a substantial change in the residential character of the building and that not more than two persons not members of the resident family may be employed in non-professional capacities in any such office.
8. Snowmobile-bridges that have received written approval from the Department of Natural Resources.
9. Travel Trailers-
- (a) A travel trailer will not be allowed on any lot without a principal structure for more than fourteen days in any sixty consecutive days unless c-e applies below.

- (b) One travel trailer may be placed on a piece of property by the owner of the property for storage purposes only, if a principal structure exists.
 - (c) A temporary permit may be issued if the property owner has installed a state approved septic system and well and the Zoning Administrator has issued a permit to begin constructing a dwelling within one year. Travel trailers must meet the setback requirements of Article 11.
 - (d) An annual, seasonal permit may be obtained from the zoning office which would allow for the utilization of the travel trailer on the subject property from May 15th through December 1st annually. In order to obtain the above seasonal permit, the following requirements apply:
 - (1) Must have an approved sanitary system installed by a Wisconsin licensed plumber (privies are not an allowed system)
 - (2) Must meet all setbacks on property for an accessory structure
 - (3) Must be removed once season is over
 - (e) A travel trailer may be placed on a property for more than 14 days in any sixty consecutive days if a land use permit is obtained and all the following criteria are met:
 - (1) The parcel is on a Class 3 body of water or is a non-riparian parcel
 - (2) The property owner has at least 40 acres in one parcel or parcels adjacent to each other with common ownership
 - (3) The travel trailer will not be used as a permanent residence
 - (4) The setbacks required for an accessory building are met
 - (5) A non-plumbing sanitary system is installed. If there is a well, a state sanitary system must be installed in compliance with the Polk County Private Onsite Wastewater (POWTS) Ordinance.
10. Any other structures that are customarily associated with a dwelling.
11. All agricultural activities that follow Best Management Practices as adopted by the Environmental Services Committee acting under Wisconsin Statute 92.06, Federal, State, and Local rules and ordinances.
12. Signs allowed in a Residential (R-1) zoning district under Section 10.5.3 of the Polk County Comprehensive Land Use Ordinance.
- D. Changes in use that require a land use permit- These uses require a permit from the zoning office prior to these uses being an allowed use.
1. Tourist Rooming House with up to 8 people from 11:00 pm to 7:00 am. A maximum of 12 occupants are allowed from 7:00 am to 11:00 pm regardless of the number of bedrooms., provided they meet the following conditions:
 - ~~(a) No RVs, campers, tents or other means of overnight stay allowed.~~
 - ~~(b) All sleeping accommodations must be within the dwelling unit.~~
 - ~~(c) All parking must be contained on the property.~~
 - ~~(d) Applicant must obtain all proper licensing.~~
 - ~~(e) Applicant must have 24-hour contact number available to the public.~~
 - ~~(f) Property must remain free from citation and charges for nuisance, disorderly conduct or any other illegal activity, and in compliance with county ordinances, state and local laws.~~
 - (a) Accessory building must not have sleeping accommodations.

- (b) No RVs, campers, tents or other means of overnight stay allowed.
 - (c) All parking must be contained on the property.
 - (d) Applicant must obtain all proper licensing.
 - (e) All fires & embers are to be extinguished by 11:00 p.m., with no unattended fires.
 - (f) Applicant must have 24-hour contact number available to the public.
 - (g) Property must remain free from citation and charges for nuisance, disorderly conduct, or any other illegal activity.
 - (h) Quiet hours shall be imposed from 11:00 p.m. to 7:00 a.m.
 - (i) Property must remain in compliance with any changes or modification to the Shoreland Protection Zoning Ordinance.
 - (j) Applicant and renters must comply with ALL applicable laws and regulations:
 - 1) Department of Natural Resources lake regulations to be included in rental information.
 - 2) Lake association rules to be included in rental information.
 - 3) Owner is responsible to state and local jurisdictions for compliance with firework regulations.
 - (k) All pets must be contained on the property.
 - (l) Property lines must be clearly delineated.
 - (m) All conditions that apply to renters shall be included in rental information.
 - (n) Existing septic system to be inspected and approved
2. Bed and Breakfast
- (a) No RVs, campers, tents or other means of overnight stay allowed.
 - (b) All sleeping accommodations must be within the dwelling unit.
 - (c) All parking must be contained on the property.
 - (d) Applicant must obtain all proper licensing.
 - (e) Applicant must have 24-hour contact number available to the public.
 - (f) Property must remain free from citation and charges for nuisance, disorderly conduct or any other illegal activity, and in compliance with county ordinances, state and local laws.
3. A Bunkhouse with the conditions in Article 8.C. 5 at a minimum
- E. Conditional Uses- The following uses are authorized upon the issuance of a conditional use permit according to the procedure set forth in Article 18. Unless a greater distance is specified, any structure shall be at least 100 feet from a residence other than that of the owner of the lot, his/her agent, or employee; 75 feet from a residential property line; or 25 feet from a lot line. Erosion control plans and storm water management plans shall be required.
1. Hotels, motels, restaurants, dinner clubs, taverns, private clubs, power generating stations, churches and cemeteries/burial sites.
- a) Transient Lodge with a maximum occupancy of 20 tourists/transients. Transient lodges shall have the following separation distance between any neighboring dwellings and the proposed lodge, and also meet the setbacks in Article 11.C. Table 1.
 - 1) Maximum occupancy of 9-12 tourists/transients=100 feet.
 - 2) Maximum occupancy of 13-16 tourists/transients=200 feet.
 - 3) Maximum occupancy of 17-20 tourists/transients=300 feet.
2. Institutions of a philanthropic or educational nature.

3. Recreational camps and campgrounds provided all buildings are more than 100 feet from the side lot line. Recreational camps shall conform to Chapter ATCP 78, Wisconsin Administrative Code and campgrounds shall conform to Chapter ATCP 79, Wisconsin Administrative Code.
4. Businesses customarily found in recreational areas.
5. Marinas, boat liveries, sale of bait, fishing equipment, boats and motors, forest industries, snowmobile sales, service and maintenance, recreational archery, custom rod building, indoor archery range, storage units, and licensed daycare centers.
6. Mobile home parks, provided that:
 - (a) The minimum size of mobile home parks shall be 5 acres.
 - (b) The maximum number of mobile homes shall be 8 per acre.
 - (c) Minimum dimensions of a mobile home site shall be 50 feet wide by 100 feet long.
 - (d) All drives, parking areas and walkways shall be hard surfaced or graveled, maintained in good condition, have natural drainage, and the driveways shall be lighted at night.
 - (e) In addition to the requirements of Article 11, there shall be a minimum setback of 40 feet from all other lot lines and a minimum shoreline setback of 150 feet.
 - (f) The park shall conform to the requirements of Chapter ATCP 125 Wisconsin Administrative Code.
 - (g) No mobile home site shall be rented for a period of less than 30 days.
 - (h) Each mobile home site shall be separated from other mobile home sites by a yard not less than 15 feet wide.
 - (i) There shall be 2 surfaced automobile parking spaces for each mobile home.
 - (j) Unless adequately screened by existing vegetation cover, the mobile home park shall be screened by a temporary planting of fast growing plant material capable of reaching 15 feet or more, and so arranged that, within 10 years, there shall be formed a screen equivalent in screening capacity to a solid fence or wall. Such permanent planting shall be grown and maintained to a height of not less than 15 feet.
 - (k) The mobile home park site shall meet all applicable town and county subdivision regulations.
 - (l) Any mobile home site shall not have individual onsite soil absorption sewage disposal system unless it meets the minimum lot size specification as stated in Article 11.
7. Travel trailer parks provided that:
 - (a) The minimum size of the travel trailer park shall be 5 acres.
 - (b) The maximum number of travel trailers shall be 15 per acre.
 - (c) Minimum dimensions of a travel trailer site shall be 25 feet by 40 feet.
 - (d) Each travel trailer site is separated from other travel trailer sites by a yard not less than 15 feet wide.
 - (e) There shall be 1½ automobile parking space for each trailer site.
 - (f) In addition to the requirements of Article 11, there shall be a minimum setback of 40 feet from all other exterior lot lines.
 - (g) The park shall conform to the requirements of Chapter ATCP 79, Wisconsin Administrative Code.
 - (h) The screening provisions for mobile home parks shall be met.
 - (i) The travel trailer park site shall meet all applicable town and county subdivision regulations.

8. Nonmetallic mining - The extracting of the material consisting of, but not limited to, stone, clay, peat, and topsoil.
9. Industrial Use:
 - (a) Light and general manufacturing including, but not limited to:
 - Metal, glass, plastic and wood assembly, fabrication and manufacturing
 - Electronics assembly, fabrication and manufacturing
 - Clothing
 - Bottling facilities
 - (b) General warehousing and storage directly connected with the uses listed above provided they are not a nuisance
 - (c) There may be one single-family dwelling unit and an associated residential accessory building on the premises, either attached or detached in connection with any of the above Industrial uses.
- F. Prohibited Uses - Any use not specifically enumerated in Article C and D above is prohibited.

Article 9. Classification of Waters

- A. Navigable waters in Polk County are classified according to criteria established in the Polk County Lakes Classification System, which was adopted by the Polk County Board of Supervisors on April 20, 1999 and is hereby incorporated herein and made part of this ordinance in Appendix A.
- B. Polk County waters are classified into three (3) classes.
- C. Class 1 waters are those that are the most developed; Class 2 waters are those that are moderately developed and includes all rivers and streams; and Class 3 waters are those that are the least developed and includes all lakes that are twenty (20) acres or less in size, and all unnamed lakes not appearing on the DNR publication entitled: *Surface Water Resources of Polk County*. The Zoning Administrator shall make available a copy upon demand.
- D. Any named lake inadvertently omitted from the DNR's *Surface Water Resources of Polk County* will be classified according to available information or Class 3 until information is available.

Article 10. Reclassification of Waters

Waters may be reclassified by amendment of the Polk County Waters Lakes Classification System under Article 10 of this ordinance. A petitioner for reclassification shall provide evidence related to each of the criteria described below and identify the waterway or specific portion of a waterway, which is the subject of the request. To avoid fragmentation of watersheds by numerous management strategies and to preserve administrative efficiency, a contiguous portion of a waterway, which is less than 0.5 mile in length, may not be reclassified. The following criteria shall be the sole basis for the County Board decision on the petition: The criteria specified in the Polk County Waters Classification System.

Article 11. Lot Requirements, Setbacks, & Minimum Shoreland Lot Dimensional Requirements

A. Preexisting Lots of Record

Any owner must obtain a permit prior to improving an existing lot. The Zoning Administrator shall not issue a permit unless the subject property meets Shoreland and side yard setbacks in Article 11.C and the lot area and dimensions as follows:

1. Dimensions of Building Sites for Lots Recorded Prior June 1, 1967:
 - (a) Lots not served by a public sanitary sewer:
 - (1) Minimum lot area.....10,000 sq. feet
 - (2) Minimum lot width.....65 feet
 - (3) Minimum Average Lot Width 65 feet
 - (b) Lots served by public sanitary sewer:
 - (1) Minimum lot area.....7,500 sq. feet
 - (2) Minimum lot width50 feet
 - (3) Minimum average lot width...50 feet

2. Dimensions of Building Sites after June 1, 1967 but Before Passage of This Amendment:
 - (a) Lots not served by a public sanitary sewer:
 - (1) Minimum lot area.....20,000 sq. feet
 - (2) Minimum lot width90 feet
 - (3) Minimum average lot width...100 feet
 - (b) Lots served by public sanitary sewer:
 - (1) Minimum lot area.....10,000 sq. feet
 - (2) Minimum lot width60 feet
 - (3) Minimum average lot width...65 feet

3. Dimensions of Building Sites after July 1, 1996 but Before the Passage of This Amendment:
 - (a) Lots not served by a public sanitary sewer:
 - (1) Minimum lot area.....43,560 sq. feet
 - (2) Minimum lot width100 feet
 - (b) Lots served by public sanitary sewer:
 - (1) Minimum lot area.....20,000 sq. feet
 - (2) Minimum lot width90 feet

B. Other Substandard Lots

Except for lots which meet the requirements of Article 11.B.1 below, a building permit for the improvement of a lot having lesser dimensions than those stated in Article 11.C.Table 1 shall be issued only if a variance is granted by the board of adjustment.

1. 'Substandard lots' A legally created lot or parcel that met the minimum area and minimum average width requirements when created but does not meet current lot size requirements, may be used as a building site if all the following apply:
 - (a) The substandard lot or parcel was never reconfigured or combined with another lot or parcel by plat, survey, or consolidation by the owner into one property tax parcel.

- (b) The substandard lot or parcel has never been developed with one or more of its structures placed partly upon an adjacent lot or parcel.
 - (c) The substandard lot or parcel is developed to comply with all other ordinance requirements.
2. ‘Planned Unit Development’ A non-riparian lot may be created which does not meet the requirements of Article 11.C. Table 1 if the county has approved a recorded plat or certified survey map including that lot within a planned unit development, if the planned unit development contains as least 2 acres or 200 feet of frontage, and if the reduced non-riparian lot sizes are allowed in exchange for larger shoreland buffers and setbacks on those lots adjacent to navigable waters that are proportional to and offset the impacts of the reduced lots on habitat, water quality, and natural scenic beauty.

C. All New Developed Lots and Construction Allowed After July 14, 2015 That Have Riparian Access Must Conform To Table 1.

Table 1. Site Dimensions				
	Class 1	Class 2	Class 3	Rivers/Streams
Lot Size**	20,000 sq. ft. 10,000 sq. ft.*	20,000 sq. ft. 10,000 sq. ft.*	20,000 sq. ft. 10,000 sq. ft.*	20,000 sq. ft. 10,000 sq. ft.*
Lot Width (Minimum Average)	100 ft. 65ft.*	100 ft. 65ft.*	100 ft. 65ft.*	100 ft. 65ft.*
Shoreline (OHWM) Setback	75 ft.	75ft.	75 ft.	75 ft.
Shoreline Vegetation Protection Area Landward from OHWM	35 ft	35 ft	35 ft	35 ft
Side Yard Setback to a Principal Structure	10 ft	15 ft	25 ft	15 ft
Side Yard Setback to an Accessory Structure	5 ft	10 ft	25 ft	10 ft
Rear Setback for a Dwelling	25 ft	25 ft	25 ft	25 ft
Rear Setback for Accessory Structure	10 ft	10 ft	10 ft	10 ft
Setback Averaging	1. Distance from proposed building site: 250’ or less from main building to main building 2. Number of buildings needed: 2, one on each side 3. Setback is the average of the principal structures on adjoining lots 4. Minimum setback: 35’			
Increased Principal Structure Setback	Where there are existing principal structures in <u>both</u> directions, the setback shall equal the average of the distances the two existing principal structures are set back from the ordinary high water mark provided all of the following are met: 1. Both of the existing principal structures are located on adjacent lot to the proposed principal structure. 2. Both of the existing principal structures are located within 200’ of the proposed principal structure.			

	<ol style="list-style-type: none"> 3. Both of the existing principal structures are located greater than 75' from the ordinary high water mark. 4. Both of the existing principal structures were required to be located at a setback greater than 75' from the ordinary high water mark. 5. The increased setback does not apply if the resulting setback limits the placement to an area on which the structure cannot be built.
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*Minimum lot size and average width for lots served by a public sewer system.

**New lots are also subject to the requirements of the Polk County Subdivision Ordinance

1. The county shall review, pursuant to s. 236.45, Stats, all land divisions in shoreland areas which create 3 or more parcels or building sites of 5 acres each or less within a 5-year period. In such review all of the following factors shall be considered:
 - (a) Hazards to the health, safety or welfare of future residents.
 - (b) Proper relationship to adjoining areas.
 - (c) Public access to navigable waters, as required by law.
 - (d) Adequate storm water drainage facilities.
 - (e) Conformity to state law and administrative code provisions.

D. Private Access Outlots

1. After the effective date of this ordinance, no new access lots shall be allowed to be created.
2. Any existing lot created to provide lake access prior to the effective date of this ordinance shall meet the following requirements:
 - (a) Such access strip must be a minimum of 50 feet in width for its entire depth.
 - (b) No private access strip may serve more than five single-family dwellings or five backlots.
 - (c) No camping or RV parking is allowed on such access strip.
 - (d) No structures are allowed on such access strip.
 - (e) Private access strips must be at least 1,000 feet apart.

E. For all properties located within the Shoreland Zoning District, the following setback requirements shall apply:

1. The setback from any state or federal highway shall be 110 feet from the centerline of the highway or 50 feet from the right of way, whichever is greater.
2. The setback from any county highway shall be 75 feet from the centerline of the highway or 42 feet from the right of way, whichever is greater.
3. The setback from any town road, public street, or highway shall be 63 feet from the centerline of the road or 30 feet from the right of way, whichever is greater or as required by the Polk County Subdivision Ordinance, unless the Town Board approves a reduced setback. A permit may be issued for the reduced setback once written Town approval (i.e. minutes, letter, or resolution) is received if all of the other ordinance requirements are met.
4. The setback from any private road shall be 35 feet from the centerline of the road, unless

the Town board approves a reduced setback. A permit shall be issued for a reduced setback once Town approval (i.e. minutes, letter, or resolution) is received if all other ordinance requirements are met.

5. All buildings and structures shall be set back from the OHWM of navigable waters as required by the table of dimensional standards in Article 11.C. Table 1. Such setback shall be measured as the shortest horizontal distance from the structure to the OHWM.
 6. The following structures are exempt from shoreline, drainage way, and wetland setback requirements:
 - (a) Shoreline protection structures permitted by the Department of Natural Resources;
 - (b) Broadcast signal receivers, including satellite dishes or antennas that are one meter or less in diameter and satellite earth station antennas that are 2 meters or less in diameter.
 - (c) Pedestrian walkways, stairways, and railings essential to access the shore due to steep slopes or wet soils and which comply with Article 12. Such stairways or walkways may be no more than five (5) feet in width and landings may not exceed 50 square feet;
 - (d) Erosion control projects designed to remedy significant, existing erosion that cannot otherwise be controlled provided the project is received prior to project start and approved by the Land and Water Resource Department.
 - (e) Utility transmission and distribution lines, poles, towers, water towers, pumping stations, well pump house covers, private on-site wastewater treatment systems that comply with SPS 383, Wis. Adm. Code, and other utility structures that have no feasible alternative location outside of the minimum setback and that employ best management practices to infiltrate or otherwise control storm water runoff from the structure.
 - (f) Open structures listed in 59.69(1v) or Article 13.
 8. Boathouses shall be set back at least ten (10) feet from the ordinary high water mark of non-navigable streams and drainage ways.
 9. All buildings and structures except for those permitted to be within wetland areas shall be setback at least 25 feet from the boundary of mapped wetlands.
- F. For nonconforming principal structures located within the applicable setback areas, the following will apply:
1. If a nonconforming use is discontinued for a period of 12 months, any future use of the building, structure or property shall conform to this ordinance.
 2. An existing structure that was lawfully placed when constructed but that does not comply with the required shoreland setback may be maintained, repaired, replaced, restored, rebuilt or remodeled if the activity does not expand the footprint of the nonconforming structure or is limited by another provision of this ordinance.
 3. An existing principal structure that was lawfully placed when constructed but that does not comply with the required shoreland setback may be vertically expanded unless the vertical expansion would extend more than 35 feet above grade level or is limited by another provision of this ordinance.

4. A structure, of which any part has been authorized to be located within the shoreland setback area by a variance granted before July 15, 2015 may be maintained, repaired, replaced, restored, rebuilt or remodeled if the activity does not expand the footprint of the authorized structure. Additionally, the structure may be vertically expanded unless the vertical expansion would extend more than 35 feet above grade level. Any expansion of the structure beyond the existing footprint must comply with the provisions of this ordinance.
 5. Nonconforming principal structures: The following shall apply to nonconforming principal structures:
 - (a) Lateral expansion within the setback area provided the following requirements are met:
 - (1) The use of the nonconforming structure has not been discontinued for a period of 12 months or more if a nonconforming use.
 - (2) The existing principal structure is at least 35 feet from the OHWM
 - (3) Lateral expansions are limited to a maximum of 200 square feet over the life of the structure. No portion of the expansion can be closer to the OHWM than the closest point of the existing principal structure.
 - (4) Limitations on land disturbing activities in Article 16 are observed.
 - (5) The mitigation requirements of Article 15 are received, approved, and implemented.
 - (6) All other provisions of the shoreland ordinance shall be met.
 - (b) Expansion beyond the setback area provided the following requirements are met:
 - (1) May be expanded horizontally, landward, or vertically provided the expanded area meets the building setback requirements under Article 11.C. Table 1 and all other provisions of this ordinance.
 - (c) Relocation of a principal structure provided the following requirements are met:
 - (1) The use of the nonconforming structure has not been discontinued for a period of 12 months or more if a nonconforming use.
 - (2) The existing principal structure is at least 35 feet from the OHWM
 - (3) No portion of the relocated structure will be closer to the OHWM than the closest point of the existing principal structure.
 - (4) The county determines that no other location is available on the property to build a principal structure of the same square footage as the structure proposed for relocation that will result in compliance with the shoreland setback under Article 11.C. Table 1. Determination of acceptable location may include the following: soils, steep slopes, setback compliance. Setback compliance shall be in this order: shoreland, roadway, side yard, rear yard, vegetation considerations are not allowed.
 - (5) Limitations on land disturbing activities in Article 16 are observed.
 - (6) The mitigation requirements of Article 15 are received, approved, and implemented.
 - (7) All other provisions of the shoreland ordinance shall be met.
- G. Boathouses - Maintenance and repair of preexisting boathouses that extend beyond the ordinary high water mark of any navigable waters shall comply with the requirements of Chapter 30.121(3) Stats.

- H. Existing exempt structures may be maintained, repaired, replaced, restored, rebuilt and remodeled provided the activity does not expand the footprint and does not go beyond the three-dimensional building envelope of the existing structure. The county may allow expansion of a structure beyond the existing footprint if the expansion is necessary to comply with applicable state or federal requirements.

Article 12. Shoreland Protection Area

- A. The shoreland protection area of all lots shall conform to Admin Code NR115.05 (1)(c) regarding vegetation removal to protect natural scenic beauty, fish and wildlife habitat, and water quality. Developed lots can be maintained in their present condition without removal of trees and shrubs within the shoreland protection area. Accordingly:

1. In the vegetated strip of land 35 feet wide measured perpendicular from the ordinary high water mark, no more than 35ft in every 100ft measured parallel to the shore, on any lot shall allow removal of all trees and shrubs for a viewing corridor. A viewing corridor requires a land use permit from the Polk County Zoning Office.
2. In the shoreland areas more than 35 feet wide inland, trees and shrubbery cutting shall be governed by consideration of the effect on water quality and consideration of sound forestry practices and soil conservation practices.
3. The county may allow removal of vegetation within the vegetative buffer zone to manage exotic or invasive species, damaged vegetation, vegetation that must be removed to control disease, or vegetation creating an imminent safety hazard, provided that any vegetation removed be replaced by replanting in the same area as soon as practicable.
4. Viewing corridor may be split on a property but the total width of all of the corridors cannot total more than the maximum width allowed
5. Viewing Corridors are measured perpendicular to the water on an angle and pedestrian access may meander within corridor, however they must not exceed the maximum width.
6. Viewing corridors are allowed to run contiguously for the entire maximum width allowed.

- B. Allowed uses by permit or conditional use permit in a shoreland protection area.

1. Placement of a pier, wharf, temporary boat shelter or boatlift shall be confined to waters immediately adjacent the viewing corridor described in Article 12.A.1. unless such location is not feasible due to steep slopes, wet soils or similar limiting conditions.
2. One developed pedestrian access to the shoreline may be provided if:
 - (a) It is located within the viewing corridor unless such location is not feasible due to steep slopes, wet soils or similar limiting conditions;
 - (b) It is located and constructed so as to avoid erosion;
 - (c) It is located and constructed so as to maintain screening of development from view from the water;
 - (d) It is the minimum construction necessary to provide access and includes no additional construction other than railings essential for safety;
 - (e) It is no more than five (5) feet wide with landings of 50 square feet or less; and,
 - (f) It is constructed of materials that blend with the natural ground cover in the vicinity of the pathway.

3. An elevated walkway or powered lift may be added to a developed access if:
 - (a) It is the minimum construction essential to access the shore because of steep slopes, wet soils or similar limiting conditions;
 - (b) It complies with the standards for location and construction of such pathways;
 - (c) Construction plans are approved by the Zoning Office; and
 - (d) Stairways on 20% or greater slopes are constructed to minimize erosion.
4. Shoreline protection activities authorized by a state permit with erosion control measures approved by the County Land and Water Resources Department must be designed to remedy significant, existing erosion problems.
6. Removal of dead and diseased trees that are a safety hazard, which endanger structures, and the removal of noxious vegetation which possess a threat to health or safety (i.e., poison ivy), provided that any vegetation removed be replaced by replanting in the same area as soon as practicable. The permit fee is waived for removing vegetation under this provision.
6. Roadways are constructed adjacent to permitted stream crossings.
7. Public and private water craft constructed launching sites are authorized only by the following standards and are authorized as a conditional use permit provided the following are maintained:
 - (a) Construction allowed on slopes of less than 20%.
 - (b) There is no general public access otherwise available to the waterway.
 - (c) Launching sites on residential property shall not be paved.
 - (d) Access sites shall be located within the viewing corridor unless such location is not feasible due to steep slopes, wet soils or similar limiting conditions.
 - (e) A State Chapter 30 permit shall be obtained for all construction and also be required when areas of 10,000 square feet are disturbed above the OHWM and must be obtained prior to said county application, and;
 - (f) Vegetation removal and land disturbing activities minimized and runoff diverted or controlled so that erosion within the access corridor is avoided.
8. Fish and wildlife habitat management projects included in a Department of Natural Resources approved management plan.
9. Commercial timber harvest is allowed and exempt from permit requirements of Article 12.A-B, if one or both of the following conditions is satisfied:
 - (a) Such activity complies with appropriate practices specified in Wisconsin's *Forestry Best Management Practices for Water Quality* published by the Department of Natural Resources or a plan approved by the County Forest Committee.
 - (b) Such activities are conducted on public lands and conform to Federal, State, and County management plans. Respective master plans are deemed to meet the intent of this Ordinance by established riparian protection standards through aesthetic management zones and appropriate management practices to maintain water quality and wildlife habitat.

10. Agricultural cultivation is allowed exemption from the provisions of this Section related to the vegetation protection area and land disturbing activities if such activity complies with Federal, State, and local laws or ordinances.

C. Vegetation Removal Penalties

1. In addition to any other penalties, the penalty for removing vegetation in violation of this Ordinance shall include replacement of vegetation with native vegetation at the property owner’s expense according to one of the following options:

(a) Option 1- Replace vegetation removed within 35 feet of the ordinary high water mark according to the tree replacement schedule below. All trees must be replanted within 75 feet of the ordinary high water mark.

Tree Replacement Schedule	
DBH of Existing Tree Removed	Number of Replacement Trees
< 6 inches	1
Between 6 - 12 inches	2
Between 12 - 18 inches	3
Between 18 - 24 inches	4
Between 24 - 30 inches	5
Between 30 - 36 inches	6
> 36 inches	The equivalent of 1 tree per 6” DBH of the removed trees.

DBH = Diameter Breast height

(b) Option 2- Calculate the number of trees under option 1 to be replaced. Plant 75% of the required trees and establish 40 square feet of native plantings for each additional tree required within shoreland protection area. The native planting shall be contiguous, and at least ten feet wide-parallel or perpendicular to the shore.

(c) Option 3- Calculate the number of trees under option 1 to be replaced. Plant 50% of the trees within 75 feet of the ordinary high water mark, and 70 square feet of native plantings for each additional tree required within shoreland protection area. The native planting shall be contiguous and follow practices found in the Wisconsin Field Office Technical Guide.

(d) Option 4- Calculate the number of trees under option 1 to be replaced. Plant 25% of the required trees, and establish a full buffer of native vegetation according to the practices found in Wisconsin Field Office Technical Guide in the shoreland protection area.

Article 13. Open Structures in Shoreland Setback Area

A. As required by Section 59.692(1v), Wis. Stats., the construction or placement of certain structures within the shoreland setback area shall be granted special zoning permission. An

Administrative Land Use Permit will be issued for the structure for record keeping purposes. Structures will be allowed if all of the following conditions are met:

1. The structure has no sides or has open or screened sides. The structure shall not be attached to any other structure unless the side of such structure at the point of attachment is open or screened;
2. The part of the structure that is nearest to the water is located at least 35 feet landward from the ordinary high water mark;
3. The total floor area of all structures in the shoreland setback area on the property will not exceed 200 square feet. This calculation shall include the area of any deck, patio, the portion of any pier landward of the OHWM, and any other structure, but boathouses and allowed structures necessary for water access shall be excluded;
4. The side yard setback shall be a minimum of 10 feet;
5. The county must approve a plan that will be implemented by the owner of the property to preserve or establish a vegetative buffer zone that covers at least 70% of the half of the shoreland setback area that is nearest to the water.

Article 14. Impervious Surface

- A. Impervious surface standards shall apply to the construction, reconstruction, expansion, replacement or relocation of any impervious surface on a riparian lot or parcel and any non-riparian lot or parcel entirely within 300 feet of the ordinary high-water mark of any navigable waterway.
1. Calculation of impervious surface- Percentage of impervious surface shall be calculated by dividing the surface area of existing and proposed impervious surfaces on the lot by the total surface area of the lot, and multiplied by one hundred (100). If an Outlot lies between the ordinary high water mark and the developable lot or parcel and both are in common ownership, the lot or parcel and the Outlot shall be considered one lot or parcel for the purposes of calculating the percentage of impervious surface. Treated impervious surfaces described below shall be excluded from the calculation of impervious surface on the lot or parcel.
 2. Treated impervious surfaces- Impervious surfaces that can be documented to demonstrate they meet either of the following standards shall be excluded from the impervious surface calculations:
 - (a) The impervious surface is treated by devices such as storm water ponds, constructed wetlands, infiltration basins, rain gardens, bio-swales or other engineered systems.
 - (b) The runoff from the impervious surface discharges to an internally drained pervious area that retains the runoff on or off the parcel and allows infiltration into the soil.
 - (c) The treatment system, treatment device or internally drained area must be properly maintained; otherwise the impervious surface is no longer exempt from the impervious surface calculations.
 3. Impervious surface standards- ANY development within 300ft of the ordinary high water mark of a navigable waterbody is permitted up to 15% impervious surface on the lot. Impervious surfaces from 15-30% on the lot are permitted, provided that mitigation is completed and a mitigation agreement is recorded in the Register of Deeds. The

maximum amount of impervious surface allowed on a lot is 30%. Mitigation options are listed in Article 15.

4. Existing impervious surfaces exceeding 30%- For existing impervious surfaces that were lawfully placed when constructed but exceeds 30% impervious surface the property owner may do any of the following:
 - (a) Maintenance and repair of all impervious surfaces;
 - (b) Replacement of existing impervious surfaces with similar surfaces within the existing building envelope;
 - (c) Relocation or modification of existing impervious surfaces with similar or different impervious surfaces, provided that the relocation or modification does not result in an increase in the percentage of impervious surface that existed on the effective date of the county shoreland ordinance, and meets the applicable setback requirements.

Article 15. Mitigation

A. The following sections of the ordinance are subject to the mitigation requirements listed here, and the options listed in this article shall be used to satisfy the mitigation requirements of the shoreland overlay section of the ordinance, including: Article 11.F.4(a) lateral expansion of a nonconforming structure, Article 11.F.4(c) relocation of a nonconforming structure, and when the impervious surface standards in Article 14.A.3 are exceeded. These properties shall mitigate to ensure that no additional runoff is discharged to the water body. A single option or a combination of options shall be selected by the land owner to satisfy the mitigation requirements with review by the Zoning Department to ensure the appropriate amount of mitigation is installed.

1. Mitigation options:

- (a) Install and/or maintain a full shoreland buffer with allowed viewing corridor
- (b) Removal or replacement of nonconforming structures and/or other impervious surfaces of equal or greater square footage
 - (1) Non-conforming structures get an additional bonus of 1.25 square feet per 1 square foot removed.
 1. Example: A property owner needs to remove 500 sq. ft. of impervious surface in order to add a 500 sq. ft. addition to their house. If the impervious surface that the property owner wanted to remove was a non-conforming structure, then they would only need 400 sq. ft. to qualify.

(c) Pre equals Post Calculation:

The property owner can utilize the Land Use Runoff Rating as a mitigation calculator to determine the pre development (prior to proposed improvements) and the post development (after proposed improvements) runoff ratings based on the land cover, existing impervious surfaces, and soil types. The post-development runoff amount must be less than or equal to the pre-development

runoff or the allowed 15% of impervious surface runoff on the lot. The difference in the two values is the amount of runoff that needs to be mitigated. Options to equalize these values may include, but are not limited to: Vegetative Plantings, Rain gardens, Impoundments, including but not limited to, infiltration pits and rainwater harvesting.

(1) Land Use Runoff Rating – A rating number is determined for the entire impervious surface on the lot within 300 feet of the ordinary high water mark for Lake Classes 1, 2, 3 and rivers. To calculate the runoff rating the landowner/agent must complete the following steps:

- I. Measure each land use of the lot and draw them to dimension or scale. Convert the land use areas into percentages of the lot.
- II. Determine the Hydrologic Soil Type (HST) from a map that will be provided by the Zoning Department which indicates the assigned HST number.
- III. Multiply each land use percentages by the HST number, and add the products of all the land uses resulting in the land use rating applied to the lot.
- IV. Point Credits:
 - a. One point credit will be applied for the lots with public sewage and a 1.5 point credit for landowners who establish continuous vegetative cover starting from the OHWM and continuing landward.
 - b. Other practices or measures that the county determines adequate to offset the impacts of the impervious surface on water quality, near shore aquatic habitat, upland wildlife habitat and natural and scenic beauty. (i.e. practices found in Wisconsin Field Office Technical Guide or NRCS Technical Standards)

2. Additional mitigation requirements

- a. Mitigation plans, including existing mitigation options, must be recorded by an affidavit in the Register of Deeds.
- b. Mitigation plans will have two calendar years to be installed. If mitigation options are not installed and established within two years of issuance of a permit, then citations shall be issued and a new permit could be required.
- c. For each mitigation plan, dated photo documentation of the mitigation area during and/or after the mitigation installation, as appropriate to show compliance, must be submitted as part of the application. Mitigation must be maintained and is subject to periodic compliance checks.

Article 16. Filling, Grading, and Ditching

A. Filling, grading, lagooning, dredging, ditching, or excavating which does not require a permit may be allowed in the Shoreland-Wetland Zoning District Area provided that:

1. Such activities are implemented in a manner designed to minimize erosion, sedimentation, and impairment of fish and wildlife habitat.
2. All applicable federal, state, and local permits are obtained.

3. An erosion control plan shall be required and reviewed by the Land Information Department.
- B. Except as provided in Article 16.A, a filling and grading plan and permit is required before filling or grading of any area which is within 300 feet of the ordinary high water mark of a navigable water and which has surface drainage toward the water and on which such activities will occur:
1. On areas having slopes of 20% or more.
 2. Areas of 1,000 square feet or more on slopes of 12% to 20%.
 3. Areas of 2,000 square feet or more on slopes of 12% or less.
 4. A landscaping permit may be required for any disturbance under the thresholds listed in 1-3 above.
- C. Excavating for dwellings and sanitary systems in addition to soil conservation practices including, but not limited to, terraces, runoff diversions, and grassed waterways which are used for sediment retardation shall not require a permit provided:
1. Soil conservation practices that are planned and supervised by the Land and Water Resources Department are implemented. Soil conservation practices examples include, but are not limited to, terraces, runoff diversions, and grassed waterways, which are designed to retard sediment or control animal waste runoff.
 2. Excavation for dwellings and sanitary systems are exempted from a permit under Article 16.B. if the excavation plan has been approved by the Zoning Office prior to construction. A landscaping permit shall be required unless a land use permit for the structure or state sanitary permit has been issued.
- D. Filling and grading plans shall be submitted to, reviewed and approved by the Land Information Department for activities in Article 16.B. In order to determine if a filling and grading permit may be granted, a site plan is required and must contain the following information:
1. Location of buildings on the property
 2. Property lines
 3. Location of surface waters
 4. Slope
 5. North Arrow
 6. Legend
 7. Location of the filling and grading activities on the property
 8. Property owner name and address
 9. Erosion control practices implemented and locations on the property
 10. Revegetation/stabilization plan
 11. Site plan shall be at a scale of 1 inch represents 10 feet

Article 17. Off-Street Parking and Loading

- A. Loading Space - All commercial uses shall provide sufficient maneuvering, loading, and parking space on the premises for pick-up, delivery and service vehicles necessary for normal operations.
- B. Off-Street Parking - Each parking space shall be 200 square feet in area. Each use shall

provide the following minimum off-street parking spaces:

1. Dwellings - one space for each dwelling unit.
2. Restaurants, taverns and similar establishments - one space for each 50 square feet of floor space devoted to patrons. Drive-in eating stands offering car service - five spaces for each person employed to serve customers.
3. Motels and tourist cabins - one space per unit.
4. Retail businesses and service establishments--one space for each 200 square feet of floor area.
5. Warehouses - one space for each two employees on the premises at a maximum employment on the main shift.

Article 18. Administrative Provisions

A. Zoning Administrator - The Zoning Department staff shall have the following duties and powers and the Land & Water Resources Department staff shall assist in the same:

1. Advise applicants on the provisions of this ordinance and assist them in preparing permit applications and appeal forms.
2. Issue permits and inspect properties for compliance with this ordinance.
3. Keep records of all permits issued, inspections made, work approved and other official actions.
4. Must have permission to access any premises between 8:00 a.m. and 6.00 p.m. for the purpose of performing duties set forth in this ordinance.
5. Submit copies of variances, conditional uses and decisions on appeals for map or text interpretation and map or text amendments within 10 days after they are granted or denied to the Department of Natural Resources.
6. Investigate and report all violations of this ordinance to the Environmental Services Committee.

B. Zoning Permits - The following applies to the issuance and revocation of permits:

1. When Required - Except where another section of this ordinance specifically exempts certain types of activities, development from this requirement, a zoning permit shall be obtained from the Zoning Administrator before any said activity or development, structural alteration, or repair, as defined in Article 8, is initiated. Unless specifically exempted by law, all cities, villages, towns, and counties are required to comply with this ordinance and obtain all necessary permits. State agencies are required to comply when s. 13.48(13), Stats, applies. The construction, reconstruction, maintenance and repair of state highways and bridges by the Wisconsin Department of Transportation are exempt when s. 30.2022(1), Stats, applies.
2. Application - An application for a zoning permit shall be made to the Zoning Administrator upon forms furnished by the County and shall include, for the purpose of proper enforcement of these regulations, the following data:
 - (a) Name and address of applicant and property owner.
 - (b) Legal description of the property and type of proposed use.
 - (c) A to-scale sketch of the dimensions of the lot and location of buildings from the lot lines, centerline of abutting highways and the ordinary high water mark at the day of

the sketch.

(d) Whether or not a private water or septic system is to be installed.

3. Land Use Permits for land use changes shall expire twelve months from their date of issuance where no action has been taken to accomplish such changes or two (2) years after issuance.

C. Revocation - Where the conditions of a zoning permit, conditional use permit or a variance are violated, the same are deemed revoked.

1. Conditional and Permitted Uses: A warning shall be issued when a documented violation is received and verified by the zoning office directly related to the conditional/permitted use. If the zoning office receives a second documented violation within 6 months of the first violation, the zoning office shall revoke the permit. A property with a revoked permit shall be required to wait 3 months before they may apply for another conditional/permitted use. If a use is revoked twice within three years, another conditional/permitted use permit shall not be issued within a year of the second revocation.

D. Environmental Services Committee- The Committee shall be responsible for hearing all conditional use permit applications submitted to the Land Information Department and the following shall apply to conditional use permits:

1. Application for a Conditional Use Permit- Any use listed as a conditional use in this ordinance shall be permitted only after an application has been submitted and an appropriate application fee paid to the Zoning Administrator and a conditional use permit has been granted by the Environmental Services Committee.
2. Standards Applicable to All Conditional Uses - In passing upon a conditional use permit, the Environmental Services shall evaluate the effect of the proposed use upon the following criteria:
 - (a) The maintenance of safe and healthful conditions.
 - (b) The prevention and control of water pollution including sedimentation.
 - (c) Existing topographic and drainage features and vegetative cover on the site.
 - (d) The location of the site with respect to floodplains and floodways of rivers and streams.
 - (e) The erosion potential of the site based upon degree and direction of slope, soil type, and vegetative cover.
 - (f) The location of the site with respect to existing and future access roads.
 - (g) The need of the proposed use for a shoreland location.
 - (h) Its compatibility with uses on adjacent land.
 - (i) The amount of septic waste to be generated and the adequacy of the proposed disposal system.
 - (j) Location factors that:

I. Domestic uses shall be generally preferred;

- II. Uses not inherently a source of pollution within an area shall be preferred over uses that are or may be a pollution source; and
 - III. Use locations within an area tending to minimize the possibility of pollution shall be preferred over use locations tending to increase that possibility.
3. Conditions Attached to Conditional Use Permit - Upon consideration of the factors listed above, the Environmental Services Committee shall attach such conditions, in addition to those required elsewhere in this ordinance as are necessary to further the purposes of this ordinance. Violations of any of these conditions shall be deemed a violation of this ordinance and result in immediate revocation of the conditional use permit. Such conditions may include, without limitation of a specific enumeration: type of shore cover; increased setbacks and yards; specific sewage disposal and water supply facilities; landscaping and planting screens; period of operation; operational control; sureties; bonding; deed restrictions; location of piers, docks, parking and signs; and type of construction. To secure information upon which to base its determination, the Environmental Services Committee may require the applicant to furnish, in addition to the information required for a conditional use permit, the following information:
- a) A plan of the area showing contours, soil types, ordinary high water marks, ground water conditions, bedrock, slope and vegetative cover.
 - b) Location of buildings, parking areas, traffic access, driveways, walkways, piers, open space and landscaping.
 - c) Plans of buildings, sewage disposal facilities, water supply systems and arrangements of operations.
 - d) Specifications for areas of proposed filling, grading, lagooning or dredging.
 - e) Other pertinent information necessary to determine if the proposed use meets the requirements of this ordinance.
4. Notice and Public Hearing - Before passing upon an application for a conditional use permit; the Environmental Services Committee shall hold a public hearing. Notice of such public hearing, specifying the time, place, and matters to come before the Environmental Services Committee, shall be given as a Class 2 notice under Chapter 985, Wisconsin Statutes, and notice shall be provided to the appropriate district office of the Department of Natural Resources at least 10 days prior to the hearing as well as all property owners within 300 feet of the site under consideration. The Environmental Services Committee shall state in writing the grounds for refusing a conditional use permit.
5. Recording - When a conditional use permit is approved, an appropriate record shall be made of the land use and structures permitted and such permit shall be applicable solely to the structures, use and property so described. A copy of any decision on a conditional use permit shall be provided to the appropriate district office of the Department of Natural Resources within 10 days after application for the conditional use permit is granted or denied.
6. Revocation - Where the conditions of a conditional use permit are violated, the conditional use permit shall be revoked by the Zoning Department

7. Expiration –Conditional use permits for construction, alteration or removal of structures shall expire twelve months from their date of issuance if no building activity has begun within such time.
- E. Board of Adjustment –Subject to confirmation of the County Board, The County Administrator shall appoint a Board of Adjustment under Section 59.694, Wisconsin Statutes, consisting of 5 members, with no less than 1 of the members being a riparian landowner. The County Board shall adopt rules for the conduct of the business of the Board of Adjustment as required by Section 59.694 (3), Wisconsin Statutes.
1. Powers and Duties - The Board of Adjustment shall have the following powers and duties:
 - (a) The Board of Adjustment shall adopt such additional rules as it deems necessary and may exercise all of the powers conferred on such boards by Section 59.694 Wisconsin Statutes.
 - (b) It shall hear and decide appeals where it is alleged there is an error in any order, requirements, decision or determination made by an administrative official in the enforcement or administration of this ordinance.
 2. It may authorize upon application, in specific cases, such variances from the terms of the ordinance as shall not be contrary to the public interest, where owing to special conditions, and a literal enforcement of the ordinance will result in unnecessary hardship.
 - (a) In the issuance of a variance, the spirit of the ordinance shall be observed and substantial justice done. No variance shall have the effect of granting or increasing any use of property, which is prohibited in that zoning district by this ordinance.
 3. Appeals to the Board of Adjustment - Appeals to the Board of Adjustment may be taken by any person aggrieved or by an officer, department, board or bureau of the county affected by any decision of the Zoning Administrator or other administrative officer. Such appeal shall be taken within 30 days, as provided by the rules of the Board of Adjustment, by filing with the officer from whom the appeal is taken, and with the Board of Adjustment, a notice of appeal specifying the ground thereof. The Zoning Administrator or other officer from when the appeal is taken shall forthwith transmit to the Board of Adjustment all the papers constituting the record upon which the action appeal was made.
 4. Hearing Appeals - The following procedures shall be taken in hearing any appeals:
 - (a) The Board of Adjustment shall fix a reasonable time for the hearing of the appeal. The Board shall give public notice thereof by publishing a Class 2 notice under Chapter 985, Wisconsin Statutes, specifying the date, time and place of hearing and the matters to come before the Board, and shall provide notices to the parties within 300 feet of the site under consideration and the appropriate district office of the Department of Natural Resources at least 10 days prior to the public hearing.
 - (b) A decision regarding the appeal shall be made as soon as practical and a copy shall be submitted to the Department of Natural Resources within 10 days after the decision is issued.
 - (c) The final disposition of an appeal or application to the Board of Adjustment shall be

in the form of a written resolution or order signed by the chairman and secretary of the Board. Such resolution shall state the specific facts which are the basis of the Board's determination and shall either affirm, reverse, vary or modify the order, requirement, decision or determination appealed in whole or in part, dismiss the appeal for lack of jurisdiction or persecution or grant the application.

- (d) At the public hearing, any party may appear in person or by agent or by attorney.
- (e) All decisions may be reviewed by a court of competent jurisdiction.

- F. Fees - The Environmental Services Committee may, by motion, adopt fees for the following:
 1. Land Use Permits.
 2. Erosion Control Plan reviews.
 3. Storm water Management Plan review.
 4. Variances
 5. Legal Notice Publications.
 6. Conditional Use Permits.
 7. Appeals to the Board of Adjustment
 8. Amendments of Ordinance on Petition

Article 19. Changes and Amendments

- A. The County Board may from time to time alter, supplement, or change the boundaries of use, districts, and the regulations contained in this Ordinance in accordance with the requirements of Chapter 59.69(5)(e), Wisconsin Statutes, and Article 7 where applicable.
- B. Amendments to this Ordinance may be made on petition of any interested party as provided in Chapter 59.69(5)(e), Wisconsin Statutes.
- C. In the instance that a petition for an ordinance amendment is filed by a member of the county board or by the agency designated by the board to consider county zoning matters, the petitioner shall be exempt from the fee required to propose such amendment.
- D. Every petition for a text or map amendment filed with the County Clerk shall be referred to the County Zoning Agency. A copy of each petition shall be provided to the appropriate district office of the Department of Natural Resources within 5 days of the filing of the petition with the County Clerk. Written notice of the public hearing to be held on a proposed amendment shall be mailed to the appropriate district office of the Department of Natural Resources at least 10 days prior to the hearing.
- E. A copy of the County Board's decision on each proposed amendment shall be provided to the appropriate district office of the Department of Natural Resources within 10 days after the decision is issued.

Article 20. Enforcement and Penalties

- A. Any development, any building or structure constructed, moved or structurally altered, or any use established after the effective date of this Ordinance contrary to the provisions of this Ordinance, by any person, firm, association, corporation (including building contractors or their agents) shall be deemed a violation. As authorized by Wis. Stat. CHAPTER 66, the Zoning Administrator or the County Zoning Agency shall issue citations for any violations of

this Ordinance. Any person, firm, association, or corporation who violates or refuses to comply with any of the provisions of this ordinance shall be subject to a forfeiture of not less than two-hundred (\$200.00) dollars nor more than one-thousand (\$1000.00) dollars per offense, together with the taxable costs of action. Each day of continued violation shall constitute a separate offense. Every violation of this Ordinance is a public nuisance and the creation thereof may be enjoined and the maintenance there may be abated by action at suit of the county, the state, or any citizen thereof pursuant to Section 87.30(2), Wisconsin Statutes. The County also retains the summons and complaint avenue for forfeitures and remedial action as provided by Wis. Stat. Section 59.69(11).

- B. There shall be a penalty fee of 2 times the regular permit fee in those cases where building is commenced without first obtaining a land use permit, providing the structure is in conformance with the provisions of this ordinance. In cases where the project cannot be permitted without a variance, the penalty fee shall be applied towards the variance application fee.
- C. The Zoning Department may issue an on-site stop work order, as appropriate, whenever it determines that a violation of this Ordinance or the building permit is taking place.

POLK COUNTY WISCONSIN

-  Shorelands Area
-  US Highway
-  State Highway
-  County Road
-  Water
-  City or Village
-  Unincorporated Village

NORTH

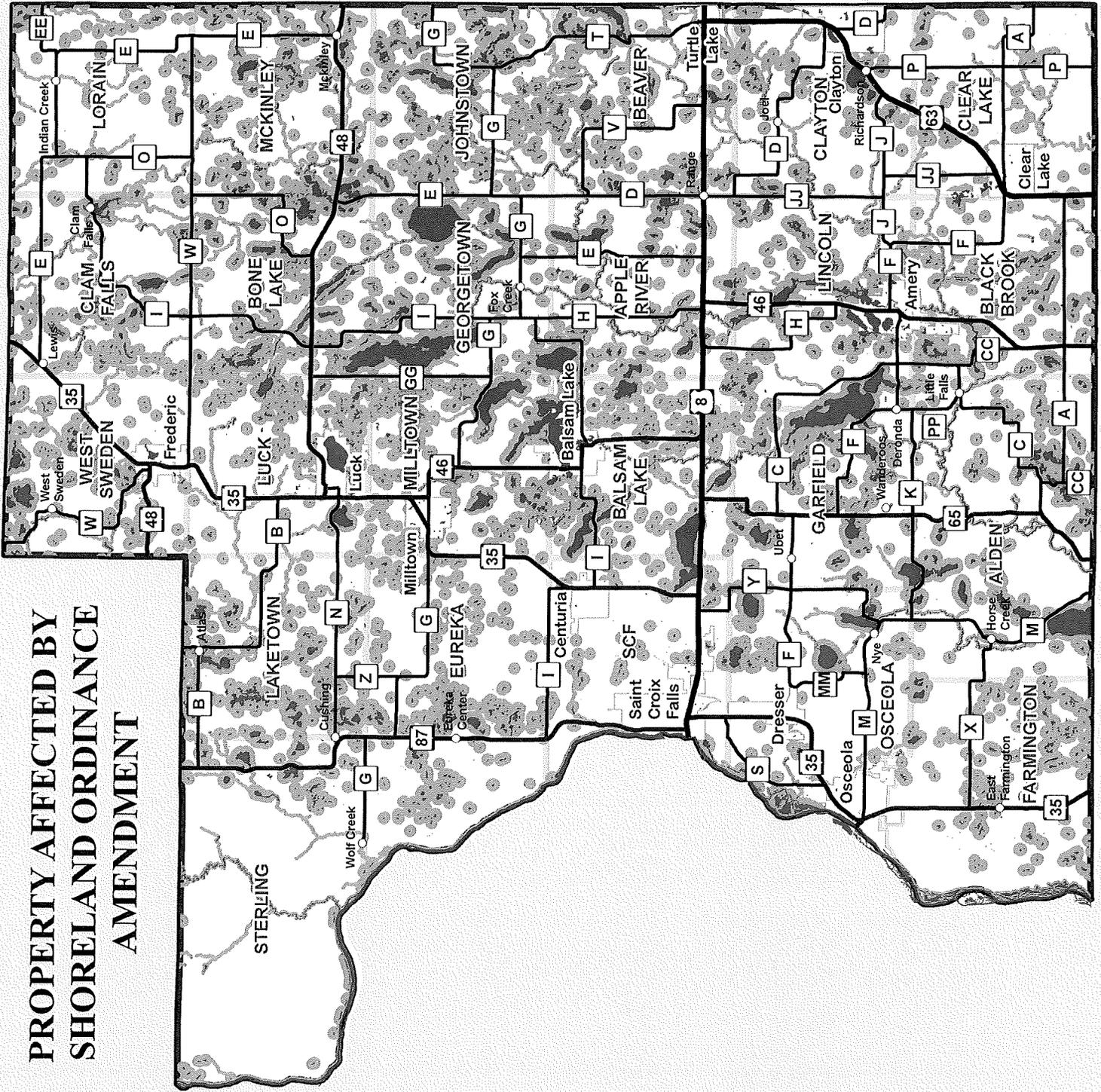
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Created by:
Polk County Dept. of Land Information
Division of Geographic Information Systems
100 Polk County Plaza, Suite 130
Balsam Lake, WI 54810
Ph: 715.485.9279
Fax: 715.485.9248
www.co.polk.wi.us

Date: 7/29/2016

This drawing is the result of a compilation and reproduction of land records as they appear in various Polk County Offices. The drawing should be used for reference purposes only. Polk County is not responsible for any inaccuracies herein contained.

PROPERTY AFFECTED BY SHORELAND ORDINANCE AMENDMENT



RESOLUTION NO. ____-19

Resolution Authorizing the Continuation of the Stower Seven Lakes Trail and the Cattail Trail
(Polk County Segment) Master Planning Process

TO THE HONORABLE SUPERVISORS OF THE COUNTY BOARD OF THE COUNTY OF
POLK:

Ladies and Gentlemen:

WHEREAS, in coordination with the Wisconsin Department of Natural Resources (hereinafter
“WDNR”), Polk County manages and operates the Stower Seven Lakes Trail; and

WHEREAS, Polk County and the WDNR entered into a Memorandum of Understanding that, in
part, requires Polk County to conduct a planning process that substantially conforms to the
requirements of NR 44.04; and

WHEREAS, Polk County passed Resolution 28-18, a Resolution Providing for Comprehensive
Planning Process for Stower Seven Lakes State Trail Plan and Cattail Trail (Polk County
Segment) Plan, that delegated authority to the Environmental Services Committee to engage in
and conduct a comprehensive trail plan development process for the Trails; and

WHEREAS, Resolution 28-18 further authorized the Environmental Services Committee to form
an advisory subcommittee, including various community members to assist with the planning
process; and

WHEREAS, the advisory committee and the Environmental Services Committee conducted a
planning process resulting in a formal recommendation from the Committee to the full County
Board in October of 2018; and

WHEREAS, Polk County Board of Supervisors, in Resolution 75-18, forwarded a Proposed
Master Plans for the Stower Seven Lakes Trail and the Cattail Trail (Polk County Segment) to
the WDNR; and

WHEREAS, WDNR brought up potential deficiencies with the Proposed Master Plan for the
Stower Seven Lakes Trail in a letter dated, November 20, 2018; and

WHEREAS, Polk County Board of Supervisors passed Resolution 13-19, a Resolution
Rescinding Resolution No. 75-18, procedurally, placing the planning process for both Plans back
to the Environmental Services Committee for further planning.

NOW, THEREFORE, BE IT RESOLVED that, the Polk County Board of Supervisors directs
staff to assist the Environmental Services Committee by issuing a Request for Proposals (RFP)
seeking expert consulting services in the area of trail master planning.

35 NOW, THEREFORE, BE IT FURTHER RESOLVED that, the RFP should provide for
36 assistance in ensuring that the Master Plan for the Stower Seven Lakes Trail, as recommended by
37 the Environmental Services Committee, meets all of the requirements of the MOU with the
38 WDNR and NR 44.04.

39 NOW, THEREFORE, BE IT FURTHER RESOLVED that, the RFP can require consideration of
40 what can be salvaged from the current DRAFT Master Plan for the Stower Seven Lakes Trail
41 and incorporating the uses as recommended by the Environmental Services Committee.

42 NOW, THEREFORE, BE IT FURTHER RESOLVED that, the planning process and the Plans
43 for the Cattail Trail (Polk County Segment) and the Stower Seven Lakes Trail will be acted upon
44 separately and distinctly.

Offered on the ___ day of _____, 2019.

BY:

Brad Olson, Supervisor, District #1

Doug Route, Supervisor, District #2

Dean Johansen, Chair,
Supervisor, District #3,

Chris Nelson, Supervisor, District #4

Tracy LaBlanc, Supervisor, District #5

Brian Masters, Supervisor, District #6

Michael Prichard, Supervisor, District #7

James Edgell, Supervisor, District #8

Kim O'Connell, Supervisor, District #9

Larry Jepsen, Supervisor, District #10

Jay Luke, 1st Vice Chair,
Supervisor, District #11

Michael Larsen, Supervisor, District #12

Russell Arcand, Supervisor, District #13

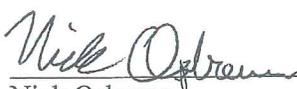
John Bonneprise, 2nd Vice Chair,
Supervisor, District #14

Joe DeMulling, Supervisor, District #15

County Administrator's Note:

The actions noted in the resolution and further explained in the executive summary would allow the County to submit a plan consistent with DNR requirements.

Recommended.



Nick Osborne
County Administrator

Fiscal Impact Note:

The expected expense of a trail consultant could be absorbed in the 2019 budget. Addition snowmobile maintenance could be covered by snowmobile grants.

Maggie Wickre
Maggie Wickre, Finance Director

Legal Impact Note: The resolution clarifies procedurally what next steps should be taken by County Staff to complete the requirements of the MOU with the WDNR and NR 44.04 for both of the Trail Plans.

Approved as to form and execution

Malia Malone
Malia T. Malone, Corporation Counsel

Excerpt of Minutes

45 At its regular business meeting on the _____ day of _____ 2019, the Polk County Board of
46 Supervisors acted upon Resolution No. ____-19: Resolution Authorizing the Continuation of the
47 Stower Seven Lakes Trail Master Planning Process

- Adopted by majority voice vote
- Adopted by simple majority of the board of supervisors by a vote of _____ in favor and _____ against.
- Adopted by unanimous voice vote.
- Adopted as amended. See Below.
- Other: _____

Insert amendment to resolution according to minutes:

SIGNED BY:

ATTEST:

Dean Johansen, County Board Chairperson

Sharon Jorgenson, County Clerk

Executive Summary

In 2018, consistent with Chapter 44 of Wisconsin Administrative Code and Polk County's memorandum of understanding with the Wisconsin Department of Natural Resources (DNR), Polk County sought to amend its plans for the Stower Seven Lakes Trail and the Cattail Trail. The Environmental Services Committee (ESC), and a citizen advisory subcommittee, evaluated management and use alternatives, issued a public survey, held public meetings to solicit comments, and ultimately recommended passage for a plan that allowed for the uses of silent sports, equestrians (secondary use), and snowmobiles during snow covered periods. The County Board amended the plan to add All Terrain Vehicles (ATVs) as an allowable use and recommended the development of a parallel silent sports only trail separate from the original trail. In November 2018, the DNR sent the County a letter noting deficiencies in the submitted plan. As a result, County Board later voted to rescind the final resolution. Thus, the County Board action still in place is the original plan and resolution adopted by ESC.

The attached resolution includes plans to solicit a consultant with the ultimate goal of determining what parts of the original plan, consistent with the uses identified by the ESC, can be salvaged and certifying that the plan complies with all applicable laws and regulations to ensure acceptance by the DNR. Also, the resolution notes the separation of the Stower Seven Lakes Trail and Cattail Trail plans. This is an administrative action to ensure action on one plan does not affect the other.

RESOLUTION NO. 75-18

Resolution Authorizing the Submission of the Proposed Master Plans for the Stower Seven Lakes Trail and the Cattail Trail (Polk County Segment) to the Wisconsin Department of Natural Resources

TO THE HONORABLE SUPERVISORS OF THE COUNTY BOARD OF THE COUNTY OF POLK:

Ladies and Gentlemen:

WHEREAS, in coordination with the Wisconsin Department of Natural Resources (hereinafter "WDNR"), Polk County manages and operates the Stower Seven Lakes Trail and the Polk County Segment of the Cattail Trail without valid trail plans; and

WHEREAS, the Wisconsin Administrative Code NR 44.04 requires the WDNR to develop a Master Plan for the trails; and

WHEREAS, Polk County and the WDNR entered into a Memorandum of Understanding that, in part, requires Polk County to conduct a planning process that substantially conforms to the requirements of NR 44 as it relates to participation

WHEREAS, at the March 20, 2018 meeting, the Polk County Board of Supervisors adopted Resolution 28-18, authorizing a comprehensive trail plan development process for the Stower Seven Lakes State Trail and the Cattail Trail within the borders of Polk County; and

WHEREAS, in accordance with Resolution 28-18, the Environmental Services Committee (hereinafter "ESC") formed a Trail Planning Subcommittee (hereinafter "Subcommittee") to develop and provide advisory recommendations to the ESC in the course of the comprehensive trail planning process; and

WHEREAS, in accordance with Resolution 28-18, the Subcommittee followed the comprehensive planning process consistent with Chapter NR 44, Wis. Adm. Code and operated within the memorandum of understanding between Polk County and the Wisconsin Department of Natural Resources by identifying issues related to management and use; submitting suggestions to the county regarding future management and use of these properties; identifying and evaluating proposed property goals and objectives; evaluating management and use alternatives; developing an online survey for public input with the assistance of staff; holding one public hearing on the trail plans; and holding one open house on the recommendations of the trail plans; and

WHEREAS, the Subcommittee has completed its process and has made their recommendations to the ESC; and

WHEREAS, on September 5, 2018 the ESC received the recommendations developed by the Subcommittee; and

37 WHEREAS, the ESC considered the Subcommittee’s recommendations and developed a
38 proposed Master Plan for the Stower Seven Lakes Trail and a proposed Master Plan for the
39 Cattail Trail (Polk County segment).

40 NOW, THEREFORE, BE IT RESOLVED that, the Polk County Board of Supervisors receives
41 the proposed “Master Plan for the Stower Seven Lakes Trail” (attached hereto and incorporated
42 as Exhibit 1) and the “Master Plan for the Cattail Trail (Polk County segment)” (attached hereto
43 and incorporated as Exhibit 2).

44 BE IT FURTHER RESOLVED that, the Polk County Board of Supervisors authorizes and
45 directs the Polk County Department of Parks, Forestry Buildings & Solid Waste to submit the
46 incorporated and attached proposed Master Plans to the WDNR for final approval.

Offered on the 16st day of October, 2018.

BY:

Brad Olson, Supervisor, District #1

James Edgell, Supervisor, District #8

Doug Route, Supervisor, District #2

Kim O’Connell, Supervisor, District #9

Dean Johansen, Chair,
Supervisor, District #3,

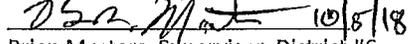
Larry Jepsen, Supervisor, District #10

Chris Nelson, Supervisor, District #4

Jay Luke, 1st Vice Chair,
Supervisor, District #11

Tracy LaBlanc, Supervisor, District #5

Michael Larsen, Supervisor, District #12



Brian Masters, Supervisor, District #6

Russell Arcand, Supervisor, District #13

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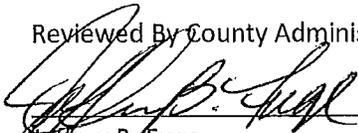
John Bonneprise, 2nd Vice Chair,
Supervisor, District #14

Joe DeMulling, Supervisor, District #15

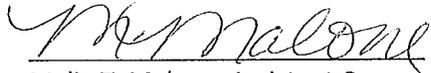
Fiscal Impact: The proposed resolution presents an unknown fiscal impact due to uses recognized in the proposed trail plans that differ from present actual use. If the plans receive approval by the Wisconsin Department of Natural Resources, the County may incur expenses to develop and manage the respect trails for those additional uses.

Legal Impact: The resolution has minimal legal impact. The plans referenced and incorporated into the resolution are subject to the review and approval of the Wisconsin Department of Natural Resources before finalization.

Reviewed By County Administrator:


Jeffrey B. Fuge
Interim County Administrator

Approved as to Form and Execution:


Malia T. Malone, Assistant Corporation Counsel

Excerpt of Minutes

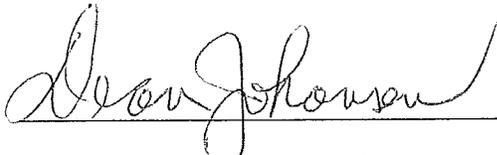
At its regular business meeting on the 16th day of October 2018, the Polk County Board of Supervisors acted upon Resolution No. 75-18: Resolution Authorizing the Submission of the Proposed Master Plans for the Stower Seven Lakes Trail and the Cattail Trail (Polk County Segment) to the Wisconsin Department of Natural Resources, as follows:

- Adopted by majority voice vote
- Adopted by simple majority of the board of supervisors by a vote of 11 ^{ballot} in favor and 4 against.
- Adopted by unanimous voice vote.
- Adopted as amended. See Below/Attached
- Other: _____

Insert amendment to resolution according to minutes: see attached.

SIGNED BY:

ATTEST:


Dean Johansen, County Board Chairperson


Sharon Jorgenson, County Clerk

**STOWER SEVEN LAKES
STATE RECREATION TRAIL**

POLK COUNTY, WISCONSIN

**MASTER PLAN
June, 2018**

Polk County Environmental Services Committee

**Kim O'Connell-Chairman
Brad Olson -Vice Chairman
Jim Edgell
Doug Route
Tracy LaBlanc**

Department of Natural Resources

Table of Contents

- I. **INTRODUCTION AND EXECUTIVE SUMMARY**
- II. **GOALS AND OBJECTIVES**
 - A. Goals
 - B. Objectives
- III. **PROPOSED MANAGEMENT AND LAND DEVELOPMENT**
 - A. Land Acquisition and Ownership
 - B. Uses of the Trail Corridor
 - 1. Encouraged Primary Uses
 - 2. Encouraged Secondary Uses
 - 3. Allowed Uses
 - 4. Prohibited Uses
 - C. Development Program
 - 1. Initial Development
 - 2. Long term Development
 - 3. Development Schedule
 - 4. Development Standards
 - D. Operation & Maintenance Program
 - E. Interpretation
 - F. Wildlife Management
 - G. Timber and Vegetative Management
 - H. Management Problems
 - I. Recreation Needs and Justification
 - J. Analysis of Services
- IV. **APPENDIX**
 - Map 1-Regional Location
 - Map 2-Polk County
 - A. Memorandum of Agreement-Polk County & State of Wisconsin Department of Natural Resources
 - B. Environmental Site Impact Assessment
 - C. County Board Resolution

Introduction and Executive Summary

This draft Stower Seven Lakes Trail Master Plan is a modification of the 2004 Master Plan in order to reflect current uses allowed and prohibited on the trail. Aspects of this draft are currently incomplete and will be developed by the Subcommittee, as part of the trail planning process chosen by the Environmental Services Committee of the Polk County Board of Supervisors. Throughout the process, updates to this plan will be made as decisions are approved by the Subcommittee. See the Public Participation section of this plan for more details on the process.

This Master Plan represents the strategy of Polk County as well as various trail advocates and user groups, and the Wisconsin Department of Natural Resources (WDNR) for the development, operation, and maintenance of a 13.48 mile railroad corridor presently known as the Stower Seven Lakes Trail. The trail is located on a former Minneapolis St. Paul and Sault Ste. Marie Railroad right-of-way which begins two miles east of Dresser and extends into the City of Amery, Wisconsin. Within the City of Amery, the corridor width ranges from 60 feet wide to 180 feet wide, whereas in the rural branch of the corridor, the trail width is consistently 100 feet wide. The trail consists of approximately 174 acres and generally runs in a west to east direction. Map 1 shows the regional location of the trail. Map 2 shows the location of the trail in Polk County.

The trail right-of-way was acquired from Wisconsin Central Limited in 2003 by the WDNR under the Stewardship Program. Subsequently, a Memorandum of Understanding (MOU) was signed by the Wisconsin Department of Natural Resources (WDNR) and the County of Polk (Appendix A). Under the terms of the MOU, the WDNR will grant a trail easement to Polk County as well as designate the trail as a "State Trail" under section NR 51.73, Wis. Adm. Code. The WDNR will also complete an environmental review of the property pursuant to s. 1.11, Stats., and Chapter NR 150, Wis. Adm. Code. In addition, the WDNR will work with Polk County to identify funding sources for the development and repair of the trail. Under this same MOU, Polk County will be responsible for the development, operation, repair, and maintenance of the trail.

The trail will be developed in phases depending on trail usage and funding availability.

II. Goals and Objectives*

A. Goals:

- Provide and preserve a recreational trail at least 13 miles in length stretching from Dresser to Amery. The all-season trail will have a dual surface to provide two-way traffic for bicycling, hiking, horseback riding and winter snowmobile use.

B. Objectives:

- To complement present economic benefits of trails existing in Polk County and provide opportunities for economic development not reflected in current trail usage.
- To provide recreational opportunities that complement present trail opportunities in Polk County and provide recreational opportunities that presently are underrepresented in the Polk County Trail system.
- To enhance opportunities for tourism in Polk County.
- To respect the wishes and investments of landowners and communities through which the trail passes.
- To provide for recreational opportunities that promotes the health and safety of the community.
- To preserve the rural character and environmental integrity of the trail.
- To anticipate the urbanization of the area through which the trail passes and provide for possible future use of the trail as an alternative transportation system between communities.
- To provide opportunities for the greatest number of projected uses of the trail consistent with the previous objectives.

On July 31, 2018 a public hearing was held in Polk County to assess the interested public's desired uses of the trail. The information gained from these public hearings, in combination with information and input from other sources, formed the basis for the proposed recreational trail use.

III. Proposed Management and Land Development

A. Land Acquisition and Ownership

- The Wisconsin Department of Natural Resources (WDNR) acquired the rail grade right-of-way from the Wisconsin Central Limited by means of Stewardship funds. The WDNR has paid all costs to acquire the property and will maintain ownership of the entire right-of-way. Under the terms of the MOA, the WDNR will convey a non-exclusive easement to Polk County and other valuable consideration. The WDNR will not issue other easements that will adversely affect the use of the property for the intended trail purposes.
- Additional property may be acquired to support trail functions and unique ecosystems.

B. Uses of the Trail Corridor

1. Encouraged Primary Uses

- Bicycling
- Walking, Hiking, Jogging
- Dog sledding
- Nature and scenery viewing
- Snowmobiling: Snow covered periods. When permitted by the Polk County Parks department. Only groomed areas maybe traveled

2. Encouraged Secondary Uses

- Cross country skiing
- Snowshoeing
- Horseback riding

3. Allowed Uses

- Only Administrative and maintenance vehicles
- Pets: With restrictions including leashes, feces disposal and closed areas.
- Small electric carts used by disabled individuals during snow-free periods
- Vehicles on designated roadways and parking areas may operate within the trail corridor.
- Public Road Crossings: WDNR rules will govern this, and as landowner, WDNR will be the primary contact.
- Private Residential Crossings: WDNR rules will govern this, and as landowner, WDNR will be the primary contact.

- Private Farm and Recreation Crossings: WDNR rules will govern this, and as landowner, WDNR will be the primary contact.
- Other crossings: WDNR rules will govern this, and as landowner, WDNR will be the primary contact.
- Utilities: WDNR rules will govern this, and as landowner, WDNR will be the primary contact.

4. Prohibited Uses

- Motorized Vehicles including but not limited to:
 - ATV's/UTV's every season
 - Off-highway motorcycles.
 - Hunting and trapping.
- Camping: Within the trail corridor except in designated campsites.
- Private occupancy.
- Conducting Business, Promotions or Advertising: Within the trail corridor without the express consent of the Polk County Environmental Services Committee and the WDNR.

C. Development Program

1. Initial Development

The MOU specifies that the development of the trail is the responsibility of Polk County. The WDNR will grant an easement to Polk County for the development, maintenance and operation of the trail. It is understood that the WDNR will assist Polk County financially with trail development through available grant/aid programs.

Under the terms of the MOU, the trail will be managed by Polk County Buildings, Solid Waste and Parks Department. The planned development was phased to allow for orderly and financially affordable development.

2. Development Standards

In accordance with the MOU, the trail was developed in compliance with the WDNR Design Standards Handbook, WDNR "Snowmobile Trail Signing Handbook" (Publ-AA-023), and AASHTO "Guide for the Development of Bicycle Facilities" will also be followed. All structures placed in the WDNR Right-Of-Way will need prior WDNR approval.

Associated facilities, if any, will be designed and constructed in compliance with state and local building codes and the American's With Disabilities Act.

D. Operation & Maintenance Program

Polk County will have the primary responsibility for the operation and maintenance of the trail in Polk County. The Buildings, Solid Waste and Park Department under the direction of the Environmental Services Committee will act as the primary agent of the County. The Friends of the Stower Seven Lakes Trail group has been established and will assist in planning and accomplishing the operation and maintenance of the trail along with the Polk County Snowmobile Council for winter snowmobile use.

The daily operation of the trail will be directed by Chapters NR 45 (State Parks and State Forests) and NR 50 (Administration of Outdoor Recreation Program Grants and State Aids). These codes will be supplemented by Polk County ordinances and park directives. Daily operation is directed and performed by the Polk County Buildings, Solid Waste and Park Department and its contractors and cooperators. Daily routine enforcement is the responsibility of Polk County.

User fees will not exceed those established in s. 27.01, Stats., and will be subject to written approval by the WDNR. The standard state trail bicycle fees will be charged and State bicycle trail passes will be honored.

User information will include maps, brochures and signing that will provide facility, service, safety and emergency information, rules, regulations and advice on a seasonal basis.

Trail maintenance is directed and performed by the Polk County Buildings, Solid Waste and Park Department and its contractors and cooperators. Primary cooperators are the Friends of the Stower Seven Lakes Trail Group who oversee trail maintenance.

E. Interpretation

In Polk County the trail offers many opportunities to make trail users more aware of the landscape they are traveling through. Opportunities exist to provide interpretive information on the geology, the numerous ecosystems, the native wildlife, and the cultural history of the area. Interpretation is a long-term objective that can be accomplished jointly by Polk County and local interest groups.

F. Wildlife Management

The trail passes through many ecosystems and will provide many opportunities to observe wildlife. Due to the limited land base, many wildlife management opportunities are precluded. Polk County will cooperate with the WDNR and other groups interested in wildlife management in making the trail

corridor available to wildlife management within the overall objectives of the master plan.

G. Timber and Vegetative Management

The vegetation adjacent to the trail is representative of the great natural diversity that occurs in Northwestern Wisconsin. Most species are native or are considered to be naturalized thus requiring little vegetative management. Some management will be practiced to promote aesthetics, eradicate invasive species, enhance wildlife, protect prairie and oak savannas, and protect trail users and facilities.

H. Management Problems

A number of management problems have been identified that will need to be dealt with as they occur. More may be updated through the trail planning process.

- Control of non-allowed uses will be achieved through a combination of public information, using Park and Sheriff's Department personnel, and peer pressure as use of the trail increases.
- Vandalism to signs, bridges and the trail surface will be addressed through regular inspections, rapid repair, enforcement, and peer pressure as the use of the trail increases.
- Trail crossings will require much attention. All existing crossing agreements will require review and modification to reflect the present and future uses. Requests for new crossings will be handled on an individual basis in accord with the WDNR "Department Design Standards Handbook". Routine inspection will insure compliance to crossing agreements and will ensure control of unauthorized crossings.
- Trespass, both to and from the trail corridor may require the use of various control options including planting, fencing, signing, surveying and law enforcement.
- Invasive species management

I. Recreation Needs and Justification

Following is Wisconsin's 2011-2016 Statewide Compliance Outdoor Recreation Plan (SCORP) identifying participants by participation rate (Age 16+), 5 year view of various outdoor recreation activities. The following counties are part of the Great Northwest Region: Ashland, Barron, Bayfield, Burnett, Douglas, Polk, Rusk, Sawyer, and Washburn. From the input received during this process, the following chart shows the identified recreation needs:

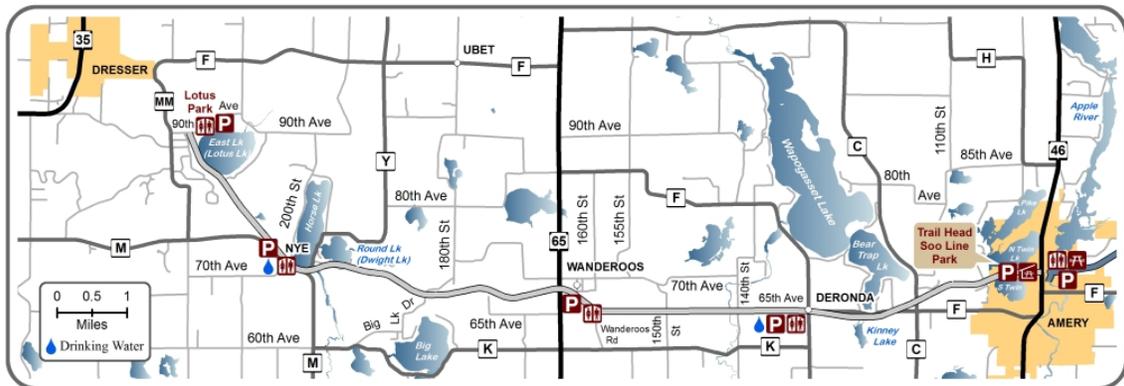
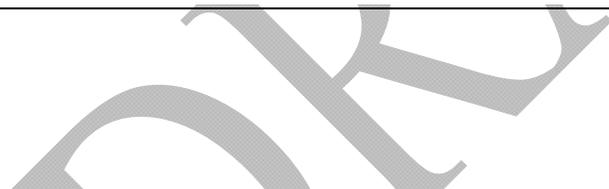
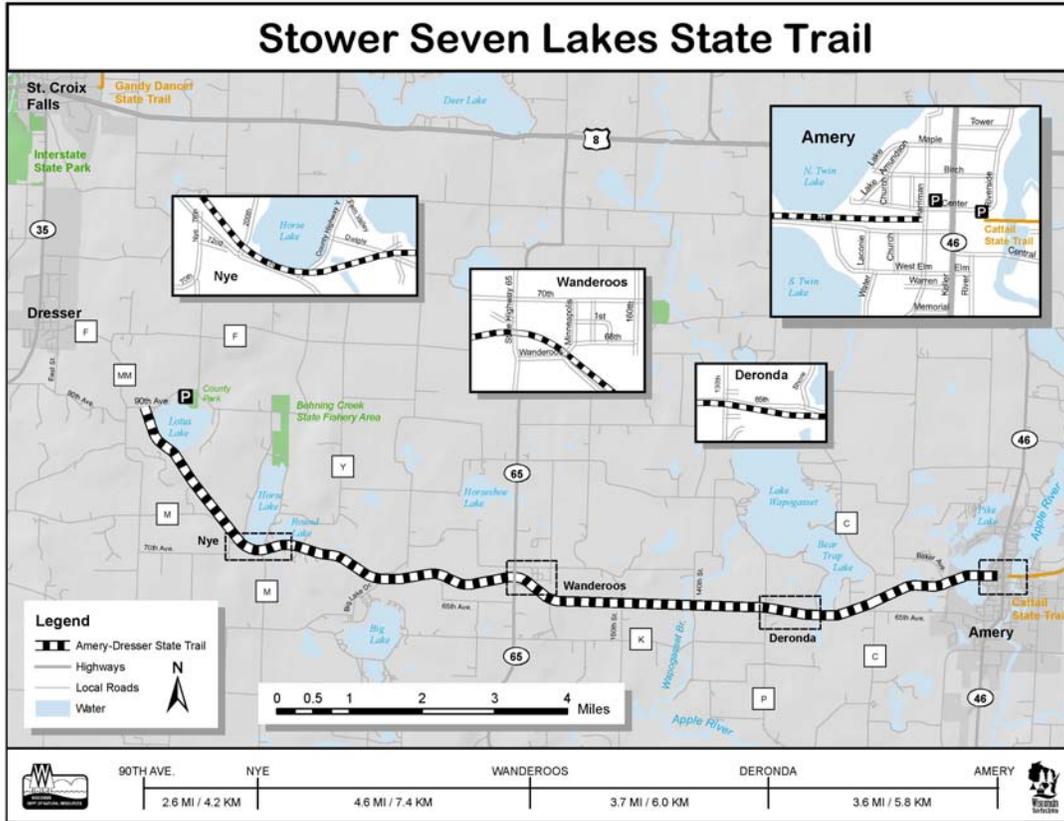
Activity	Percent Participating
Walk for pleasure	20.0
View/photograph natural scenery	18.3
Attend outdoor sports events	18.3
Family gathering	18.3
Visit nature centers, etc.	18.3
View/photograph other wildlife	18.3
Driving for pleasure	18.3
View/photograph wildflowers, trees, etc.	18.3

Activity	2005–2009 Participation	
	Percent Participating	Number of Participants (1,000s)
Off-highway vehicle driving	19.8	891
Trail running	18.6	773
Snowmobiling	18.3	824
Cross country skiing	8.8	396
Horseback riding on trails	6.6	297
Snowshoeing	6.1	275
Inline skating	2.5	113
Day hiking	36.7	1,652
Running or jogging	32.1	1,445
Mountain biking	30.7	1,382
Sledding	28.2	1,269

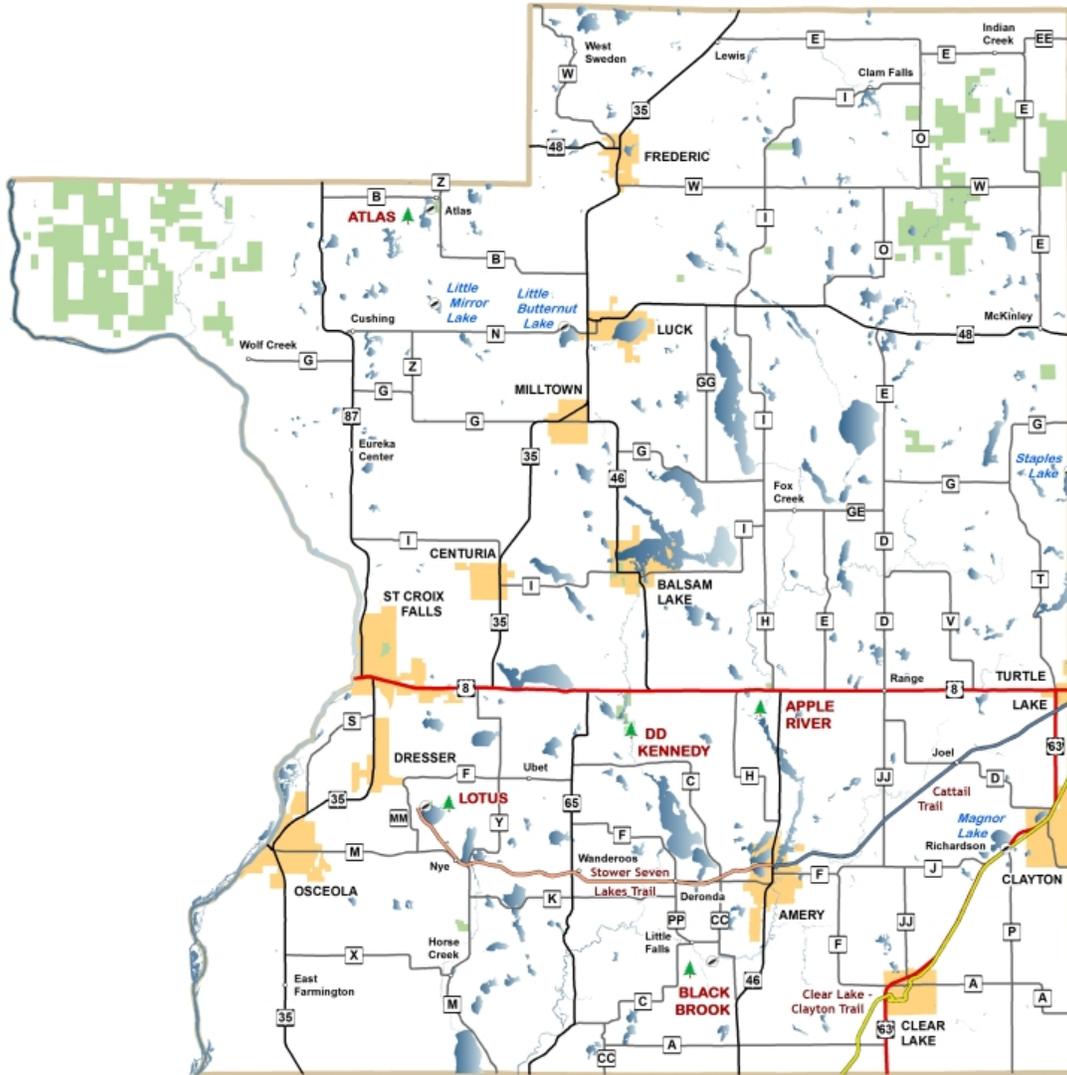
J. Analysis of Services

The potential need and demand for trail support services and facilities such as equipment rental and service, bicycle pass outlets, food, beverages, lodging, accessories, memorabilia, etc. will occur to some degree in the future. As it is quite difficult to accurately predict either the future use of the trail or the corresponding ability of the public sector to respond to it, the recommended alternative is (b) public/private cooperation. The public sector will encourage the private sector to provide for trail user needs. When necessary, the public sector will cooperate in the provisions of support facilities and services. The issue of public participation in the provision of the trail support facilities and services should be closely reviewed at least every five years and the trail Master Plan revised accordingly.

Map 1



Map 2



APPENDIX A: MOU

**MEMORANDUM OF UNDERSTANDING
BETWEEN POLK COUNTY AND
THE STATE OF WISCONSIN, DEPARTMENT OF NATURAL RESOURCES**

I. Introduction

The purpose of this Memorandum of Understanding (MOU) is to set forth the agreements and understandings which have been reached between Polk County (County) and the State of Wisconsin Department of Natural Resources (Department) regarding the development and operation of approximately 13.48 miles of former rail corridor located in Polk County formerly known as the Amery to Dresser State Trail and now known as the Stower Seven Lakes State Trail (Trail). The property on which the Trail is located (Property) is presently owned by the Department.

The Department is interested in preserving former rail corridors for trail purposes and in creating trails for public use. The County has developed the Trail through earlier agreements with the Department, and is interested in continuing to maintain and operate the Trail as a public recreational trail. The County and the Department agree to work together to achieve their mutual goals as set forth below, and they agree that this MOU and the trail easement it references shall replace and supersede all earlier agreements between the Department and the County that pertain to the Trail.

II. Description of the Property

The property subject to this MOU is described generally as the grade from Amery to a point just southeast of Dresser, Wisconsin (Property). An exact legal description of the property is attached to this document as Exhibit A and a map of the Property attached hereto as Exhibit B. The trail easement referred to in this MOU, when executed, shall include and incorporate this MOU and all of its exhibits.

III. Consideration

The Department has acquired the grade from Amery to Dresser from the corridor owner. The Department will execute a trail easement with the County for the purposes contained in this document. The County will develop, operate, repair, and maintain the Trail.

IV. Obligations of the Department

1. The Department will convey by easement to the County the right to develop and to continue to operate, repair, and maintain the Trail as a component of the State Trail System. The County accepts the property "as is" on the date of conveyance.
2. The Department represents that it has made reasonable inquiry and has no reason to believe that hazardous waste, noxious waste, or any other condition of the land subject to this MOU exists that would inhibit the ability of the County to possess and improve the property as contemplated by this MOU. If, however, such prohibitive conditions are discovered, either the Department shall take all steps reasonably

necessary to remove such conditions or the intent of this MOU being frustrated, the MOU shall terminate.

3. The Department will work with the County to identify funding sources for the development and repair of the Trail.
4. The Department will continue to designate the Trail as a "State Trail" under section NR 51.73, Wis. Adm. Code. The Trail will be included in any appropriate list of State Trails.
5. The Department will continue to make its Adopt-A-Trail program available to the County. The Department has an application process for groups interested in adopting a section of State Trail. This program is similar to the Department of Transportation's Adopt-A-Highway program.
6. The Department and the Natural Resources Board, with input from the County, will determine the allowable hunting, fishing, and trapping opportunities on the Property pursuant to section 29.089, Wis. Stats.

V. Obligations of the County

1. The County, with the assistance of the Department, will coordinate and prepare a plan for the Trail that describes trail management and development within two years of the conveyance of the easement. Specific recreational uses will be determined through the planning process. Per section NR 44.04 (13), Wis. Adm. Code, this plan is not required to comply with Chapter NR 44, Wis. Adm. Code; however, the plan shall be consistent with Chapter NR 44, Wis. Adm. Code to the extent practicable. The County shall review its Trail plan every 15 years to determine if the plan should be amended, revised or extended for another 15-year period. The County shall take measures to reasonably notify interested persons of said review, and then shall use an appropriate public involvement process to determine or examine issues related to management and use of the property and the need for plan revision. The plan shall contain a provision providing that it remains in effect until the County takes action to modify it.
2. The plan must include, at a minimum:
 - a. A public notification and participation process allowing for public comments on the draft plan.
 - b. A list of allowed trail uses, including where and when they are allowed (e.g. winter bicycling is allowed from Hwy Y to the Main Street trailhead, only when snow cover is 6" or greater). Year-round bicycling is encouraged and may be allowed in conjunction with snowmobile use (if allowed) Walking must be allowed on the Property at all times (section NR 1.61, Wis. Adm. Code).
 - c. A list of hunting, fishing, and trapping activities and areas as determined by the Department and Natural Resources Board pursuant to section 29.089, Wis. Stats. (shown on a map).

- d. A list of existing and anticipated support facilities (e.g. restrooms, parking lots).
 - e. A map showing locations of existing and anticipated support facilities and use zones.
 - f. Projected development costs.
 - g. Plans to address any identified environmentally sensitive or culturally or historically significant areas.
 - h. A set of management alternatives for the Trail, with a preferred alternative (the alternative that will be used) identified.
 - i. An estimated number of users per year.
 - j. The name and address of the office that will be managing the Trail.
 - k. An emergency action plan to include protocols and procedures for responding to reports of potentially hazardous conditions on the Trail.
 - l. The identification of desired vegetation types along the Trail.
3. The County will participate in or conduct public meetings, which are necessary for the establishment and development, management, and improvements of the Trail project, including for any major changes to the trail plan, such as eliminating or adding allowed trail uses or authorizing special events not addressed by the trail plan. The County should make its best efforts to comply with the intent of Chapter NR 44, Wis. Adm. Code, as it relates to public participation.
 4. The County shall provide a copy of the completed plan, with all of its exhibits, to the Department.
 5. The County shall develop, maintain, repair, and operate the Trail located within the County for recreational purposes, as funding becomes available.
 6. The County agrees that the development, construction, maintenance, and repair of the Trail will meet or exceed Department trail standards and any applicable standards mandated by state or federal law. The County further agrees that in operating the Trail, the County will comply with all applicable state and federal laws.
 7. The County shall comply with statutory inspection requirements in accordance with section 23.115(2), Wis. Stats., further described in Department Manual Code 2527.20, and shall provide the Department with copies of all inspection reports.
 8. Vegetative management.
 - a. Trees.
 1. Forest cover. Trees on the Property remain the property of the Department. Any proposed commercial timber sale must be reviewed by the Department. Although cooperative state trails are specifically excluded from forest certification, sustainable forestry practices are encouraged to maintain desired forest cover types. Depending on the desired cover type, different commercial or non-commercial practices may be used. When active management is proposed, the County shall

coordinate review of the proposed management activity with appropriate Department staff.

2. Hazard tree management. Hazard trees should be identified during the biannual property inspections (further described in Section V. 8. herein). If the volume of hazard trees is too large for County staff to handle, it agrees to consider contracting a commercial sale or other approach. Such work shall be coordinated with the Department.
- b. Non-tree vegetation including saplings, shrubs, and herbaceous vegetation.
1. Management for routine trail maintenance. A minimum maintained (clear) shoulder of at least 2 feet on either side of the trail tread (the traveled portion of the trail) is recommended. Acceptable maintenance techniques can include mowing, brushing, chainsaw work, and or pesticide application.
 2. Habitat conversion or establishment. If there is an opportunity to develop or enhance native habitat types, as established in the trail plan, the County will consult with the Department in the development of habitat projects. Such projects may include developing a prairie on a larger block of land within the trail right-of-way or along the trail corridor. Projects will be considered for approval by the Department if they are not adverse to existing laws or Department policy, and if they do not negatively impact an existing use.
- c. Pesticide application. Any pesticide application should be in accordance with Department Manual Code 4230.1 concerning DATCP (Department of Agriculture, Trade and Consumer Protection) certification and Department policy. The Department shall be notified of any proposed pesticide application in early fall of the year preceding the proposed application, to ensure that the required process can be followed for pesticide use on Department lands (Department Manual Code 4230.1).
9. The County shall secure and comply with all federal, state and local permits and licenses required for the construction, installation, operation, maintenance, repair, and/or reinstallation of the Trail including, without limitation, zoning, building, health, environmental permits or licenses. The County shall indemnify the Department against payment of the costs therefor and against any fines or penalties that may be levied for the County's failure to procure or to comply with such permits or licenses, and the County shall pay any remedial costs to cure violations of federal, state or local laws. The Department agrees to cooperate with the County in securing any such permits or licenses by providing information and data upon request.
 10. The County agrees that any signage or display material relating to the Trail shall clearly identify the property is a State Trail owned by the Department and under the management and control of the County. No commercial advertising shall be allowed on the Property, unless the signage and its placement are in accordance with Department policy. The County may allow signs providing directional information about Trail-related services. No specific business names, commercial logos or fonts,

trademarks, or other advertising shall appear in signage within the Trail corridor. The Department reserves the right to remove non-compliant signage located on the Property. In the event that the Department's signage policy is modified, the above section on signage shall automatically reflect the modification.

11. The County, in connection with this MOU, shall open Trail-related facilities to the general public subject to reasonable rules and regulations, fees, and charges, as outlined below, for the management and operation of the Trail.

A. Rules and regulations.

Pursuant to section NR 45.02, Wis. Adm. Code, the Department retains management, supervision, and control over the Property for the purpose of enforcing Chapter NR 45, Wis. Adm. Code, when needed to protect the public or the Property. Daily routine enforcement remains the responsibility of the County. The County and other local units of government may adopt Chapter NR 45, Wis. Adm. Code provisions by ordinance.

B. Admission Fees.

The County must use the Department's trail pass fee program if it charges a fee for use of the Trail. If admission fees are charged, the State Trail Pass (both annual and daily), the conservation patron license, and senior citizen recreation card issued by the Department shall be honored without additional admission charges. The County shall agree to waive all admission fees on State Parks Open House Day, whose date is determined by the Department, and on National Trails Day. National Trails Day is the first Saturday in June.

If the County uses the Department's trail pass fee program, the County may retain a commission that must be used for Trail operations and maintenance as provided for in section 27.01 (8m), Wis. Stats. A separate Trail Pass Sales Agreement between the County and the Department will be executed, detailing the sales and remittance procedures. The County may use sub-vendors to sell the passes.

If section 27.01(8) or (8m), Wis. Stats., is modified, this section on admission fees shall automatically reflect the modification.

12. In the exercise of its rights herein, including but not limited to the operation of the Property as a Trail, the County shall not discriminate against any member of the public on the basis of age, race, creed, color, handicap, sex, marital status, arrest or conviction records, ancestry, sexual orientation, or membership in the National Guard, state defense force or any other reserve successors or designees.
13. The County may enter into an agreement with a Friends Group which meets the criteria in section NR 1.71, Wis. Adm. Code, and Department policy. In recognition of the status of this Trail as a State Trail, the County agrees that the Department shall also be a co-signer of any Friends agreement.

14. The County may enroll volunteers in the Department's Adopt-A-Trail program, in accordance with Department policies and procedures.
15. The County will indemnify and hold harmless the Department and its employees against all claims, damages, costs, and expenses, including reasonable attorney's fees, arising from the performance of this MOU by the County, its agents, contractors, servants, licensees, permittees, or employees. In case any action or proceeding is brought against the Department or its employees by reason of any such claim, the County, upon notice from the Department, will defend such action or proceeding.
16. Any contract between the County and a third party to perform duties authorized by this MOU must bind the third party to the County's obligations under this MOU.

VI. General

1. This MOU is subject to all applicable laws and regulations.
2. This MOU may be revised or amended by mutual written agreement of the Department and the County.
3. The Department must approve, and has sole discretion over, all land transactions, crossings, and easements for the Property, but the County will be the first point of contact for inquiries from the public and/or private entities on these matters. Guidelines relating to easements for driveway and road crossings will be provided to the County. If a request conforms to the guidelines, it will be referred to the Department. If a request does not conform to Department guidelines, the County will deny the request. The Department retains the right to issue other non-conflicting easements, leases, or permits, but shall make every effort to refrain from entering into agreements that would physically alter the Trail or limit its use. The Department shall retain all proceeds from these transactions.
4. An annual meeting between the County and Department will take place to review development and acquisition progress, operational problems and maintenance standards needing attention and to exchange ideas and information for the good of the Trail project.
5. This MOU shall not be construed as creating a public debt on the part of the Department in contravention of Article VIII, Wisconsin Constitution and all payments or obligations hereunder are subject to the availability of future appropriations.
6. The County assumes complete responsibility for the development, operation, maintenance, and repair of the Trail. The Department has no obligation to develop, operate, maintain, or repair the Trail at any time.

7. This MOU does not create an employment or agency relationship between the Department and the County, any employees or agents of the County, or any third parties.

VII. Termination

- 1. County. The County may terminate this MOU by providing to Department ninety (90) days written notice of said termination. In the event the County terminates this MOU or the easement from the Department, the County will retain compliance responsibility for any state or federal grant obtained for Trail development and support purposes.
- 2. Department. The Department may terminate this MOU or the easement with the County in the event that:
 - A. The County breached any term or condition in the MOU or the easement and said breach remains uncorrected for a period of sixty (60) days from the receipt of the Department's written notification of said breach by the County. In the event the County breached any term or condition of this MOU or the easement from the Department, the County will retain compliance responsibility for any state or federal grant assisted areas.
 - B. The Department determines that the continued use of the premises as a Trail would be inconsistent with the management needs or objectives of the Department or the State of Wisconsin. In exercising its termination rights under this provision the Department shall give the County 180 days' notice of termination and reimburse the County for developed improvements, subject to consideration of any state or federal grant funds used in the development of the improvements and the availability of future appropriations. The Department will assume compliance responsibility for any federal grant obtained for Trail development purposes.

IN WITNESS WHEREOF, Department and the County have caused this instrument to be executed in their respective names by their respective duly authorized representatives.

POLK COUNTY

By *Dean Johnson* 12/27/17
 Dean Johnson, County Board Chair Date

By *Sharon E. Jorgenson* 12-27-17
 Sharon E. Jorgenson, County Board Clerk Date

STATE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES

By *Ed Elde*
sp Daniel L. Meyer, Secretary

2-28-18
Date

12/04/17

APPENDIX B: IMPACT ASSESSMENT**Executive Summary**

Polk County, P.O. Box 623, Balsam Lake, WI 54810-0623, retained Ayres Associates to conduct a Phase I Environmental Site Assessment (ESA) of the abandoned Central Ltd. railroad corridor beginning 3 miles south of Dresser and extending to Amery, in Polk County, Wisconsin. Polk County intends to use the corridor for a recreational trail.

We prepared this Phase I ESA generally following procedures established by the American Society for Testing and Materials (ASTM). The ASTM publication that documents the ESA procedures is entitled *E1527-00 Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process*. The scope of services is in Appendix A.

Summary of Findings

Findings of this Phase I ESA are based on a site reconnaissance visit to view the subject property and adjoining properties, review of regulatory records and historical documents, and conducting interviews. The corridor was divided into seven separate sections for discussion purposes in the main report. Refer to Table 1 in the main report for a summary of findings for each of the seven sections along the railroad corridor. General findings are as follows:

- The subject property includes approximately 173.685 acres in portions of Sections 28, 29, 31, 32, 33, Township 33 North, Range 16 West; Sections 31, 32, 33, 34, 35, 36, Township 33 North, Range 17 West; and Sections 21, 25, 26, 27, 26, Township 33 North, Range 18 West, Polk County, Wisconsin.
- The subject property is currently owned by the Wisconsin Central Ltd. Railroad and is an abandoned railroad corridor constructed prior to the early 1900s. The railroad tracks have been removed from the subject property within the last 5 years. Right-of-way widths throughout the corridor are predominantly 100 feet with some variance in width from 40 feet to 200 feet in urban areas. The corridor runs generally in a west to east direction.
- Land use along the railroad corridor is primarily rural; however, the corridor runs through the unincorporated communities of Nye, Wanderoos, and Deronda, and the City of Amery.
- The railroad grade consists of an elevated railbed with a gravel surface. Rural sections of the corridor are covered with vegetation that is encroaching along both sides of the railbed.
- Topography is generally flat to gently sloping and varies approximately 90 feet in elevation from west to east. Surface water features include Lotus Lake, Round Lake, Horse Lake, Bear Trap Lake, Kinney Lake, Mud Lake, North and South Twin Lakes, Sucker Branch Creek, and the Apple River. The depth to ground water varies from near surface to about 10 feet below ground surface on the subject property.
- Lowlands, recreational lakes, farmland and farmsteads, woodlands, fallow grasses, and residences border rural areas of the subject property. The urban areas in Nye, Wanderoos, Deronda, and Amery include residential and commercial development.
- No building structures, aboveground storage tanks (ASTs), underground storage tanks (USTs), hazardous waste, soil staining, or stressed vegetation were observed on the subject property.

- Occasional piles of solid waste (refrigerators, freezers, and other materials) are scattered along the borders of the subject property. This waste appears to have been disposed by local residents and not by railroad use.
- This assessment did not reveal any sources of contamination originating on the subject property. Environmental records searches did reveal nine recognized environmental concerns (RECs) associated with properties that adjoin or are near the subject property. All of these properties pose a potential contamination threat to the subject property through migration from these off-site sources. Refer to Table 1 for a listing of these properties.

Conclusions

We performed this Phase I ESA of 13.48 miles of railroad corridor beginning 3 miles south of Dresser extending to Amery, in Polk County, Wisconsin, in general conformance with the scope and limitations of ASTM Practice E 1527-00. Any exceptions to, or deletions from, this practice are described in the "Limitations and Exceptions of Assessment" section of this report. This Phase I ESA revealed evidence of 10 recognized environmental conditions (RECs) that have the potential to affect the subject property. The following is a list of the RECs:

Nye Store LUST site	Section 1	(See Figure 7 for location)
Wanderoos Gift & Grocery LUST site	Section 4	(See Figure 7 for location)
Anderson Property ERP site	Section 7	(See Figure 7 for location)
Gorres Oil Co. Bulk Plant ERP site	Section 7	(See Figure 7 for location)
Equity Cooperative DATCP site	Section 7	(See Figure 7 for location)
Superlocker LUST site	Section 7	(See Figure 7 for location)
Amoco bulk plant site	Section 7	(See Figure 7 for location)
Railroad section house site	Section 7	(See Figure 7 for location)
City of Amery LUST site (Center Street)	Section 7	(See Figure 7 for location)

These sites are within close proximity to the subject property and are still under investigation, remediation, or environmental monitoring. They pose a potential threat to soil and ground water quality on the subject property. They should not impede the use of the property as a recreational trail; however, there is a risk that excavation or installation of a potable water supply near these sites could encounter contamination.

The discarded solid waste along the subject property is a business environmental risk that should be taken into account when purchasing this property. Other than the solid waste, no environmental concerns originating from the subject property were discovered in this assessment.

Introduction

Polk County, P.O. Box 623, Balsam Lake, WI 54810-0623, retained Ayres Associates to conduct a Phase I Environmental Site Assessment (ESA) of an approximately 13.48-mile railroad corridor beginning 3 miles south of Dresser and extending to Amery, in Polk County, Wisconsin. The Wisconsin Central Ltd. Railroad currently owns the corridor. Polk County intends to use the corridor for a recreational trail.

A book of figures (Exhibit A) supplied by Polk County is in Appendix A. The figures define the area of sale. The corridor is referred to as the subject property in this Phase I ESA report. To facilitate discussion, the corridor was divided into seven sections. The sections are as follows:

Section 1	90 th Avenue (start) to CTH Y (Nye)
Section 2	CTH Y (Nye) to Big Lake Drive
Section 3	Big Lake Drive to HWY 65 (Wanderoos)
Section 4	Hwy 65 (Wanderoos) to CTH P (Deronda)
Section 5	CTH P (Deronda) to CTH C
Section 6	CTH C to 105 th Avenue
Section 7	105 th Avenue to Apple River (finish)

Table 1 summarizes the location, length, and report figures that pertain to each section.

This Phase I ESA has generally been prepared following procedures established by the American Society for Testing and Materials (ASTM). The ASTM publication that documents the ESA procedures is entitled *E1527-00 Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process*. The scope of services is in Appendix B.

Purpose

The purpose of this Phase I ESA is to investigate the property with respect to the potential for petroleum contamination and the range of contaminants within the scope of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA). This Phase I ESA identifies recognized environmental conditions (REC). The term "recognized environmental conditions" means the presence, or likely presence, of hazardous substances or petroleum products under conditions that indicate an existing release, a past release, or a material threat of a release into the ground, ground water, or surface water of the subject property. This Phase I ESA also identifies historical recognized environmental conditions (HRECs). The term "historical recognized environmental condition" means an environmental condition that in the past would have been considered a REC; however, due to remediation or case closure, the condition is not currently considered to be a REC.

Limitations and Exceptions of Assessment

This ESA does not include a certified asbestos survey, asbestos sampling, analyzing drinking water or painted surfaces for lead content, a naturally occurring radioactive materials (NORM) survey, or any other environmental sampling or testing (e.g., soil, water, air, building materials).

Weather conditions were overcast and warm on the day of the site reconnaissance visit and did not limit observations on the subject property. The entire property was viewed by driving a 4-wheel drive ATV along the corridor.

Site Description

Site Location and Property Description

The subject property covers portions of Sections 28, 29, 31, 32, 33, Township 33 North, Range 16 West; Sections 31, 32, 33, 34, 35, 36, Township 33 North, Range 17 West; Sections 21, 25, 26, 27, 28, Township 33 North, Range 18 West, in Polk County, Wisconsin. The general property location is shown on U.S. Geological Survey quadrangle maps in Figures 1, 2, and 3.

The subject property is approximately 13.48 miles long and encompasses approximately 173.685 acres. The tracks have been removed from subject property. No buildings are currently associated with the subject property. The approximate property boundaries are shown in Figures 4 through 20.

The property right-of-way width is generally 100 feet throughout the corridor. In urban areas including Nye, Wanderoos, Deronda, and Amery, the right-of-way varies from 40 feet to 200 feet in width.

Site and Vicinity Characteristics

The entire property consists of an elevated gravel railroad grade with vegetation protruding along the length of the corridor. Vegetation included grasses, weeds, and trees.

The subject property traverses rural and urban areas in a generally west to east direction. Rural areas include occasional residences, farmsteads and farm fields, lowlands, lakes, streams, and woodlands. In urban areas, numerous residences and businesses border the property. Urban areas include Nye, Wanderoos, Deronda, and Amery. Businesses include a gas station in Nye, a bread store and storage shed in Wanderoos, Anderson Construction and Supply east of Deronda, a refurbished train depot (Bear Trap School No. 6) east of CTH C, Ferrell Gas east of 105th Avenue, and an elementary school, chiropractor, Lamperts Lumber and a closed meat packing plant and deli in Amery.

Current and Past Uses of Subject Property

The tracks have been removed from the railroad grade and local residents are currently using the property as a recreational trail. Portions of the property have been washed out or are partially overgrown by vegetation. In the past, the property was used as an active railroad track to haul freight. Before the property was a railroad, it was either undeveloped or used as farmland. The subject property does not currently have any building structures or improvements other than culverts, bridges, and utility crossings.

Current and Past Uses of Neighboring Properties

Current land uses on neighboring properties include the following:

Section 1—Farmland, lowland, fallow grasses, recreational lakes, commercial, woodland and residential

Section 2—Recreational lake, lowland, farmland, woodland, fallow grasses, and residential

Section 3—Farmland, woodland, lowland, fallow grasses, and residential

Section 4—Lowland, farmland, woodland, fallow grasses, residential, and commercial

Section 5—Lowland, farmland, recreational lake, woodland, fallow grasses, and commercial

Section 6—Woodland, lowland, fallow grasses, residential, and a refurbished train depot

Section 7—Farmland, lowland, fallow grasses, recreational lakes, commercial, woodland, and residential, and includes the City of Amery

The general area has historically been farmland, woodland, and lowland with commercial areas near Nye, Wanderoos, Deronda, and Amery. Occasional residences have historically been located along the corridor and have become more numerous in recent years.

DRAFT

APPENDIX C: RESOLUTION

1 Resolution No. 28-18
2 Resolution Providing for Comprehensive Planning Process for Stower Seven Lakes State Trail Plan
3 and Cattail Trail (Polk County Segment) Plan

4 TO THE HONORABLE CHAIRPERSON AND SUPERVISORS OF THE COUNTY BOARD OF
5 THE COUNTY OF POLK:

6 Ladies and Gentlemen:

7 WHEREAS, in coordination with the Wisconsin Department of Natural Resources (WDNR), Polk
8 County manages and operates the Stower Seven Lakes State Trail and the Polk County segment of
9 the Cattail Trail without a valid trail plan for the use of either trail as otherwise required by
10 applicable Natural Resources regulation and specific provisions of the respective memorandum of
11 understanding with WDNR; and

12 WHEREAS, it is beneficial to the citizens of Polk County and other users of these trails and in the
13 interest of the County for Polk County to continue as sponsor and managing coordinator of the
14 Stower Seven Lakes State Trail and the Polk County segment of the Cattail Trail; and

15 WHEREAS, the Environmental Services Committee has recommended to the County Board to
16 provide for a comprehensive trail plan development process involving the two connected trails of the
17 Stower Seven Lakes State Trail and the Polk County segment of the Cattail Trail, and to conduct
18 such comprehensive process in accordance with Natural Resources administrative regulations
19 concerning trail plan development, including, but not limited to Chapter NR 44 and the applicable
20 provisions of the memorandum of understanding for each respective trail.

21 NOW, THEREFORE, the Polk County Board of Supervisors resolves as follows:

- 22 1. Resolution No. 43-17, Authorizing the Development of a Multi-Use, Multi-Season Trail
- 23 Management Plan for Stower Seven Lakes Trail, is rescinded.
- 24 2. Resolution 59-17, Affirming Polk County As Sponsor and Managing Coordinator of The
- 25 Stower Seven Lakes State Trail, is amended, at Lines 23-28, as follows:

26 "NOW, THEREFORE BE IT RESOLVED that the Polk County Board
27 of Supervisors affirms the commitment of Polk County to serve as
28 sponsor and managing coordinator of the Stower Seven Lakes State Trail
29 and the Polk County segment of the Cattail Trail and to perform or
30 carry-out all responsibilities of sponsor and managing coordinator of the
31 Trail each such trail consistent with applicable federal and state law,
32 regulatory provisions, and grant conditions, and terms and conditions of
33 the respective memorandum of understanding.

34 BE IT FURTHER RESOLVED that the Polk County Board of
35 Supervisors agrees to the terms of the Memorandum of Understanding
36 and Cooperative Easement, attached hereto, concerning the Stower
37 Seven Lakes State Trail."

- 38 3. The Environmental Services Committee is authoriz
 39 a comprehensive trail plan development process fo
 40 for the Stower Seven Lakes State Trail and a trail pla
 41 Trail.
- 42 4. The Environmental Services Committee is
 43 subcommittee to develop and provide advisory re
 44 course of the comprehensive trail planning pro
 45 formation of the trail plans that would be presen
 46 Committee.
- 47 5. Such subcommittee shall be composed of 5, 7 or
 48 by the Environmental Services Committee.
- 49
- 50 6. The membership of the subcommittee shall incl
 51 Services Committee, who shall serve as sui
 52 authorized representative of the Friends of th
 53 remaining members as persons who are affected
 54 and operation of either the Stower Seven Lakes S
 55 the Cattail Trail.
- 56 7. Notwithstanding present resolution to the contr
 57 may receive per diem compensation as deter
 58 Committee has formed the subcommittee and app
- 59 8. The comprehensive planning process authoriz
 60 through such process shall be consistent with C
 61 extent practicable and the applicable terms a
 62 understanding between Polk County and the Wis
 63 Department.
- 64 9. The provisions of Resolution No. 59-17 not affec

Fiscal Note: This resolution does not require additional the 2017 fiscal year to carry out the organizational matter the organizational matters can be covered with the bud department designated to administer and manage the tra and preparation for public involvement participation eve addressed when the Environmental Services Committee pr

Legal Note: The resolution presents no legal impu administrative regulation and contractual obligations c operation of the respective trails.

Signed and sponsored by:

Brad Olson, Supervisor, District #1

Doug Route, Supervisor, District #2

Dean Johansen, Chair,
Supervisor, District #3,

Chris Nelson, Supervisor, District #4

Tracy LaBlanc, Supervisor, District #5

Brian Masters, Supervisor, District #6

Michael Prichard, Supervisor,
District #7

James Edgell, Supervisor, District #8

Kim O'Connell, Supervisor, District #9

Larry Jepsen, 2nd Vice Chair,
Supervisor, District # 10

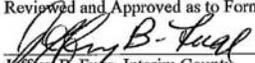
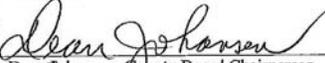
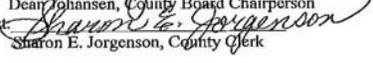
Jay Luke, 1st Vice Chair,
Supervisor, District #11

Kate Isakson, Supervisor, District #12

Russell Arcand, Supervisor, District #13

John Bonneprise, Supervisor, District #14

Joe DeMulling, Supervisor, District #15

Effective Date:	Upon Passage
Dated Submitted To County Board	March 20, 2018
Reviewed and Approved as to Form:	Second Reading:
 Jeffrey B. Fyge, Interim County Administrator/Corporation Counsel	Fiscal Impact and Legal Impacts: As stated in the resolution.
At its regular business meeting on the 20th day of March, 2018, the Polk County Board of Supervisors acted on Resolution No.28-18: Resolution In Resolution Providing for Comprehensive Planning Process for Stower Seven Lakes State Trail Plan and Cattail State Trail (Polk County Segment) Plan , as follows:	
<input checked="" type="checkbox"/> Adopted by simple majority of the board of supervisors by a vote of <u>8</u> in favor and <u>6</u> against. <i>1 absent</i>	
<input type="checkbox"/> Enacted by unanimous vote.	
<input type="checkbox"/> Defeated	
SIGNED BY:  Dean Johansen, County Board Chairperson	
Attest:  Sharon E. Jorgenson, County Clerk	



Summer Awaits: An A-Z of Wisconsin Vacation Faves



Summerfest in Milwaukee / Photo credit: Travel Wisconsin



Outdoor performance at the American Players Theatre / Photo credit: Travel Wisconsin

By: Carla Minsky

How many on this list of summer vacation favorites in Wisconsin have you experienced? If the answer is "not enough," then use the next three months to start checking off as many as you can.

1. **American Players Theatre**, Spring Green: APT is celebrating 40 glorious years of staging the classics at its outdoor amphitheater in the woods. This summer's line-up includes Shakespeare's "Twelfth Night" and "Macbeth."

2. **Brews**: Toast to the state's brewing heritage and summer's return with a Spotted Cow from New Glarus Brewing Company (available only in Wisconsin) or a Summer Shandy from Leinenkugel's in Chippewa Falls.

3. **Cave of the Mounds**, Blue Mounds: This "jewel box" of America's show caves, formed more than one million years ago, is always a comfortable 50 degrees, so enjoy the natural air conditioning as you admire the crystal formations.

4. **Dairy**: Two words: cheese curds. But don't just stop there. Visit Monroe, the country's "Swiss Cheese Capital" and the only place in the U.S. where Limburger is made. Indulge in a cream puff at the Wisconsin State Fair in West Allis, Aug. 1-11. Discover where your food comes from and see calves being born at the Farm Wisconsin Discovery Center in Manitowoc.

5. **Door County**: Take in one of the most photographed views of the "Cape Cod of the Midwest," the rocky cliffs of Cave Point County Park. Relish every bite of cherry pie

from Sweetie Pies, made with cherries from the orchard right down the road.

6. **Experimental Aircraft Association (EAA)**, Oshkosh: This year marks the 50th consecutive year for AirVenture, the largest annual fly-in in the world. Aerial firefighting will be a major theme at this year's event, which runs July 22-28.

7. **Festivals**: Milwaukee, aka the "City of Festivals," has near-weekly ethnic festivals including Black Arts Fest MKE on Aug. 3 and IndiaFest on Aug. 17, plus there's Summerfest, the world's largest music festival staged on the shore of Lake Michigan, set for June 26-30 and July 2-July 7.

8. **Golf**: Hit the links at the home of the 2020 Ryder Cup, The Straits at Whistling Straits, sculpted along two miles of rugged Lake Michigan shoreline near Kohler.

9. **Hike**: At more than 1.5 million acres, The Chequamegon-Nicolet National Forest is a hiker's paradise, plus there's fishing, wildlife viewing and camping aplenty too.

 See Vacation Faves, **PAGE 3**


113 Destination: Three Sisters Of The Mississippi

Wisconsin's west coast along the mighty Mississippi makes for a lovely drive. As part of your road trip, get to know the villages of Stockholm, Maiden Rock and Pepin. The locals call this comely trio "the three sisters" and they're connected by their proximity to Lake Pepin, a strikingly wide and scenic expanse of the Mississippi River.



Birds Flying at Sunrise on Mississippi River / Photo credit: Travel Wisconsin

About the Three Sisters

Stockholm's artsy vibe and embrace of its Swedish heritage lifted it out of its near-ghost town past. Even today, the population remains charmingly stuck at 66. **Maiden Rock**, with sunsets that are picture perfect, takes its name from the tale of a Native American princess who leapt from the bluff rather than marry a man she did not love. **Pepin** is famous for being the hometown of Laura Ingalls Wilder, author of "Little House in the Big Woods."

What to Do

Enjoy the drive. The **Great River Road** between Maiden Rock and Stockholm, created as a work relief project in 1935, is one of the most beautiful stretches along the Mississippi. Stop at the famous **Maiden Rock Bluff** where the 400-foot-high overlook extends nearly a mile. Now protected as a State Natural Area, you may be lucky enough to see nesting peregrine falcons.

Hop on a bike. Lots of people choose the area for serious pedaling. Try the nine-mile loop along the Rush River valley. You can also grab a blue bike in Stockholm and head to Stockholm Park to relax on the village green or to cast a line from the 750-foot pier extending into the Mississippi.

Take a class. **Maiden Rock Winery & Cidery**, located in Stockholm despite its name, offers personalized tutorials upon request in hard cider and wine making. Apple blossoms are abundant in May and tastings are always a treat. **The Palate** gourmet kitchen store, also in Stockholm, has a schedule of cooking classes led by local chefs. Stock up on stock pots and kitchen tools while you're there.

Step back in time. The **Laura Ingalls Wilder Museum** in Pepin honors the author's legacy as well as that era in the community's history. A replica of the "little house" can be seen in a small wayside park north of Pepin.

What to Buy

In Stockholm, art reigns supreme. Pick up a piece of fine art that speaks of the land and the river from **Abode Gallery**. The **Purple Turtle Artisan Collective** gives local and regional artists priority status. There's also **Hugga Bugga**, where luxury yarns and items from local artisans line the shelves. **Stockholm Gardens**, where the display gardens alone are worth a stop, features outdoor art sprinkled throughout the grounds of this old farmstead with historic barn. **Ingebretsen's Nordic Marketplace**, located in an 1878 limestone building, is known for jewelry, carvings and textiles from the Sámi, the indigenous people of the far north of Scandinavia.

In Maiden Rock, **Cultural Cloth** features the work of women artisans from around the world who make rugs, baskets and jewelry true to their cultural tradition, thanks to design tools and training provided by the store owners. Across the street is the whimsical garden-themed gift shop, **Green Queen**.

Where to Eat

Start your day in Maiden Rock. **Ole's Bar** has a Bacon Jam Benedict on the menu that gets high praise from the locals. **The Smiling Pelican Bakeshop**, open Thursday-Sunday, is what sweet-tooth dreams are made of, and their breads are a real treat too.

A must-try for lunch is **Stockholm Pie & General Store**. Enjoy a savory pot pie and a fresh salad, followed by a generous slice of their most popular dessert pie, Bumbleberry, made with raspberries, blueberries, strawberries and blackberries. One bite and you'll understand why this shop has garnered national media attention. **The Pepin Garden Pub's** crispy fried white cheddar cheese curds are a yummy starter, with a treat from their malt shop menu a great way to bookend your lunch break.



Abode Art Gallery in Stockholm / Photo credit: Travel Wisconsin

Dinner choices span culinary genres so take your pick. **Gelly's Too** in Stockholm is a classic Wisconsin roadhouse with a Friday fish fry and a side of live music if you're lucky. **Il Forno Ristorante** at Villa Bellezza Winery & Vineyards in Pepin serves wood-fired pizzas crafted with house-made dough. They're also open for Sunday brunch and, of course, winery tastings and tours. **Harbor View Café** in Pepin, celebrating its 40th season, has a sophisticated menu that changes daily.

Where to Stay

In Stockholm:

- **White House Inn**, a guest house with Victorian-style lacy wood ornamentation on the outside and renovated rooms on the inside.
- **Maidenwood Lodge**, part B&B, part event center for weddings.
- **Historic Stockholm Hotel**, established in 1914 and just one block from Lake Pepin, making it ideal for those who love to fish.

In Maiden Rock:

- **Maiden Rock Inn**, a 1906 schoolhouse turned B&B, serving organic, locally sourced breakfasts.
- **Journey Inn**, an eco-retreat with wellness center and labyrinth mowed into a meadow.

When to Visit

Fresh Art Spring Tour, June 7-9: Self-guided tour of galleries and home studios throughout Pepin and Pierce counties.

Stockholm Art Fair, Village Park, July 20: More than 100 juried artists plus talented regional musicians

www.StockholmWisconsin.com



Birthsite of Laura Ingalls Wilder Sign / Photo credit: Travel Wisconsin



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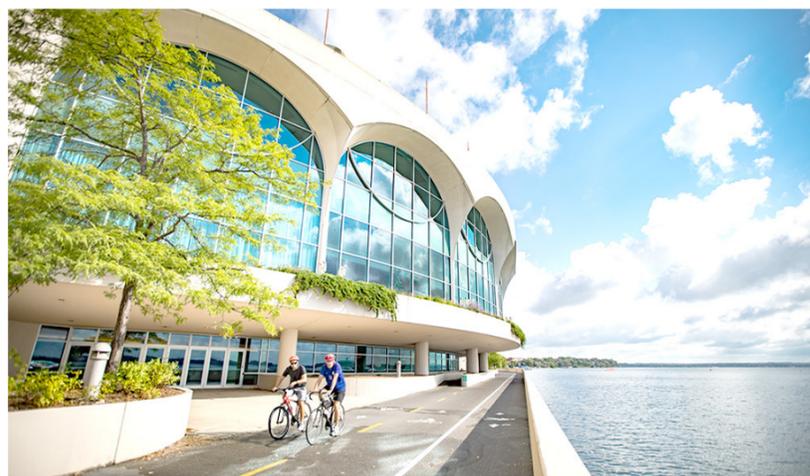
Cave of the Mounds / Photo credit: Travel Wisconsin

10. **Ice Age Trail:** The glacier was good to Wisconsin, with the thousand-mile Ice Age Trail, one of only 11 National Scenic Trails, traversing 30 counties. Consider beginning your hike at the trail's western terminus in Interstate State Park, the state's oldest park. Mike Wollmer, executive director of the Ice Age Trail Alliance, who by the way met and married his wife on the Trail, credits the nearly 82,000 volunteer hours put in annually for the fine care of this remarkable footpath.

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11. **Kayak:** Paddle out to the sea caves of the Apostle Islands on Lake Superior, choosing a guided expedition if you're a novice. This National Lakeshore also has the largest and most complete collection of historic lighthouses in the nation.

12. **Lake Geneva Shore Path:** Walk through the front yards of magnificent historic mansions representing a who's who of high society without getting scolded. This path is 21 miles give or take so walk it in sections.



Monona Terrace / Photo credit: Travel Wisconsin

13. **Madison:** Cruise the capital city by bike. Take the University of Wisconsin-Madison Arboretum trail, pedal the loop around Lake Monona and bike to the state capitol on a farmers' market Saturday. Prefer not to pack your bike? BCycle urban bike-sharing program has 40+ stations around the city.



Stone Manor on Lake Geneva Waterfront / Photo credit: Lady of the Lake Boat Tour

14. **Northwoods:** Hayward and Minocqua both epitomize the "up north" experience. Visit lakes rimmed with old-school resorts, admire big fish including the muskie-shaped Fresh Water Fishing Hall of Fame in Hayward, watch log rolling at the Lumberjack World Championships in Hayward Aug. 1-3, and don't miss water ski shows, including the Min-Aqua Bats, the world's longest running amateur water ski show, staged on Lake Minocqua. Duke Hillinger, who skied 10 seasons with the show, comes back every year to ski in and announce the reunion show. "It's a huge family of 1,000 skiers from all over the country, and once a Bat always a Bat," said Hillinger.

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15. **Supper Clubs:** A Friday fish fry at a supper club is a must-do in Wisconsin, as is a brandy old fashioned to start the meal. Calumet County bills itself as the "Supper Club Capital of the Midwest" and Schwarz's Supper Club in St. Anna is a classic choice.

16. **Taliesin:** The Spring Green home, studio, school and 800-acre estate of Wisconsin native son and America's greatest architect, Frank Lloyd Wright, is one of nine stops on the state's Frank Lloyd Wright Trail.

17. **Waterfalls:** Refresh the senses with a visit to Pattison State Park in Superior, where the state's tallest waterfall, Big Manitou Falls, takes an impressive 165-foot tumble into the Black River. Did you know: Marinette County is the "Waterfall Capital of Wisconsin."



Scorpion's Tail Waterslide, Wisconsin Dells / Photo credit: Noah's Ark, America's Largest Water Park

18. **Wisconsin Dells:** Noah's Ark, the world's largest outdoor waterpark is conveniently located in the "Waterpark Capital of the World," marks the big 4-0 this year. Ever wonder which ride people chicken out on most at the park? It's the nearly vertical, looping waterslide known as Scorpion's Tail. Even marketing director Matt Hehl concedes, "I'm one of those to chicken out on that one," adding "I'm a lazy river kind of guy!"

19. **Zippin Pippin:** You'll find this wooden roller coaster at Bay Beach Amusement Park in Green Bay. Fun fact: It was recreated from the plans of Elvis Presley's favorite coaster. This summer take a twirl on the new 100-foot Ferris wheel dubbed The Big Wheel.



Peninsula State Park / Photo credit: Travel Wisconsin

Bike the Trails

Celebrate the start of spring by getting out on the open road (or trail). With thousands of miles of on- and off-road bike trails to choose from, there's a distance for everyone.

Go Long

The thriving rural community of **St. Croix Falls** sits on the banks of the **St. Croix National Scenic Riverway** and bills itself as the City of Trails. The **Gandy Dancer Trail** is the real gem here for biking. It's about 50 miles long and you can pick up the trailhead right at the Polk County Information Center. The go-to resource in town for all things biking, including bike trail maps, is bike shop Cyclova XC.

Midsized

Sturgeon Bay, located in beautiful **Door County**, has **endless options** for the casual bikers to the off-road adventurers. Whether you bring your own bike or rent one at the numerous adventure businesses in the area, Door County will provide you with multiple biking options. One must-see bike adventure is to take Bay Shore Drive up

to **George Pinney County Park**, where you can view the waters of Green Bay and the scenery of **Potawatomi State Park**.

Short and Sweet

The Hank Aaron State Trail traverses Milwaukee County from Lake Michigan through the Historic Third Ward and the Menomonee Valley to the Milwaukee/Waukesha County Line. Approximately 14 miles in length, the Trail passes numerous places of interest such as Discovery World, the Milwaukee Art Museum, the Harley-Davidson Museum, the Urban Ecology Center and more.

While in Milwaukee, rent a Bublr Bike for a shorter excursion through the city. With Bublr Bikes, you're able to take a bike from one Bublr Station, enjoy a quick ride to anywhere, and return the bike to any Bublr Station that's nearby.



Wisconsin Grilled Cheese Championship / Photo credit: Travel Wisconsin

Top Ten Cheesy Facts about Wisconsin Cheese

1. There are nearly 100 cheese factories across the state.
2. Ninety percent of Wisconsin milk is made into cheese. That's more than 2.8 billion pounds of cheese per year, or 11 pounds for each person in the United States.
3. Wisconsin produces 600 varieties of cheese. Brick and Colby cheese were first created in Wisconsin and Limburger—the world's single foulest-smelling cheese—is made only in Monroe.
4. Wisconsin is home to more than 13 festivals dedicated specifically to cheese.
5. Wisconsin is the only state that requires a license to make cheese—and home to the only Master Cheesemaker program outside of Europe.
6. Wisconsin produces one of every four pounds of cheese in the U.S. (3.17 billion lbs. per year).
7. The Dairy State boasts more national and international cheese awards than anywhere in the world. #HumbleBrag
8. UW Madison established the nation's first dairy school.
9. If it were a country, Wisconsin would rank 4th in the world in cheese production, behind the rest of the United States, Germany and France.
10. According to the Dairy Farmers of Wisconsin, 47% of all specialty cheese made in the U.S. comes from Wisconsin.

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SUMMER Fun List

Here are the top four picks for fun in the Stevens Point Area.

1 Favorite outdoor spots

Explore the Stevens Point Area's love for the outdoors, from the challenging mountain biking at Standing Rocks or the popular Green Circle Trail. Then, venture further on the connecting trails, including a stop at the Stevens Point Sculpture Park. Don't leave without snapping a pic at the iconic Sand County Bench - it's huge!

2 Sip, sample and tour

Sample the flavors of the craft breweries, wineries and distillery as part of the Central Wisconsin Craft Collective, including the Point Brewery, Central Waters, O'so and more! Schedule a tour to get a unique behind-the-scenes experience (and a taste!).

3 Head out for an event

More fun is waiting for you at annual events, from the Energy Fair (the world's longest running renewable energy event) to the quirky and fun Paddlequest. Find more festivals, including free live music all summer long.

4 Delicious summer flavor

Taste the summertime flavors at the oldest farmers market in Wisconsin, in downtown Stevens Point. Then, take in a classic Wisconsin supper club before dessert at Belts' or King Cone for the perfect summer treat.

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ACCESSIBLE SELFIE STANDS

Selfie stands accessible to all visitors are available in select parks. These stands are located next to a path and can be found at the following parks:

- BIG FOOT BEACH
- LAKE WISOTA STATE PARK
- LAKESHORE STATE PARK
- MEMMINEE RIVER STATE RECREATION AREA
- MACKENZIE CENTER
- RED CEDAR STATE TRAIL
- WHITEFISH DUNES STATE PARK
- RIP MOUNTAIN STATE PARK
- YELLOWSTONE LAKE STATE PARK
- ROCHE-A-CRI STATE PARK
- BUCKHORN STATE PARK
- PERRY STATE PARK
- KINNICKINNIC STATE PARK
- PATTISON STATE PARK
- WYALUSING STATE PARK

AMNICON FALLS STATE PARK

Set your sights on the series of striking waterfalls and rapids that give Amnicon Falls its name. Spot them from trails along the river, or from above on the covered foot bridge.



WILLOW RIVER STATE PARK

Snap your selfie using the stand found on the bridge overlooking Willow Falls — it's a short hike in, and worth every step.



ROCHE-A-CRI STATE PARK

Find Native American petroglyphs carved into the sides of a 300-foot rock outcropping at the heart of the park. Climb the stairway to the top for a panoramic view of the prairie.



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HARTMAN CREEK STATE PARK

Cast a line off the accessible fishing pier located on Allen Lake, then show off your catch using the selfie stand at the Allen Lake Picnic Area.



BRUNET ISLAND STATE PARK

Brunet Island's quiet lagoons and channels are particularly great for canoeing and wildlife watching, and its hiking trails mark an intersection with Wisconsin's famed Ice Age National Scenic Trail.



BIG BAY STATE PARK

Crystal-clear water and sandstone sea caves surround this year-round park on Madeline Island, the largest of Wisconsin's 22 Apostle Islands.



HIGH CLIFF STATE PARK

Hike among history at High Cliff, where Native American effigy mounds and weathered limestone cliffs line miles of hiking and biking trails.



PENINSULA STATE PARK

Peninsula State Park is an outdoor-lover's playground, complete with sandy beach, summer theatre, hundreds of campsites and a historic lighthouse along eight miles of pristine Door County shoreline.



WHITEFISH DUNES STATE PARK

Wisconsin's highest sand dunes make for an especially scenic selfie backdrop — not just of you, but your dog, too! A marked dog beach nearby provides ample space for pups to play.



KOHLER-ANDRAE STATE PARK

Relax on a mile of sandy, ocean-like beach along the Lake Michigan shoreline. Adaptive equipment like beach wheelchairs and special trails ensure everyone can enjoy the water.



DEVIL'S LAKE STATE PARK

You can thank a glacier for leaving behind Devil's Lakes' legendary rock formations and quartzite bluffs, making this park one of Wisconsin's most popular and scenic destinations.



KETTLE MORAIN STATE FOREST

Visit the Kettle Moraine Lapham Peak Unit for a breathtaking, birds-eye view from atop the observation tower. It's the highest point in Waukesha County, and a perfect place to spot fall color.



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May 20, 2019

Steve Geiger – Interim Land Information Officer
Polk County Government Center
100 Polk County Plaza – Suite #130
Balsam Lake, WI 54810

Dear Mr. Geiger;

I am reaching out to schedule a meeting with you and County staff to discuss the two State Trails which have trailheads in Amery: The Cattail Trail and the Stower Seven Lakes Trail. Both trails bring a slice of public to Amery and I feel strongly that we need to work together, (Amery and Polk County) to ensure that we don't lose a valuable part of our tourist economy. Also, a key element of our ability to attract young families is by not giving into an "all or nothing" approach to trail uses. From Amery's perspective, we need all recreational options open to the public in order to succeed in today's highly competitive outdoor recreation economy.

The purpose of the proposed meeting would be to build trust and consensus amongst stakeholders and politicians. That in working together to pursue a diverse tourist economy, we are fulfilling our responsibilities and acting in the best interests of Polk County's citizenry.

As you know, the last attempt to build a State Trail Master Plan for the Stower Seven Lakes Trail ended in failure. It deserved to fail, in my view, in part because no Amery representation or input was allowed to come forward. As well, the process did not give adequate weight to the WDNR's Recreational Opportunities Assessment (ROA) for the northwest region, the gold standard in understanding what type of trails the public wants and needs going forward.

If any constituency should have a seat at the table in discussing the Stower Seven Lakes Trail, it should be the City of Amery. With 3,000 residents, a diverse mix of industrial and service businesses, a downtown that is attracting investment, a stable school district, and the County's largest hospital – we are a key player in helping Polk County grow and prosper. Our perspective about what helps our community, what attracts people to this area, and what grows property values needs to be heard and understood.

As chief executive, I have to take a coherent message to the public about what Amery's future looks like and why it's a great place to visit, settle and live. In short, I have to tell Amery's story and market it so that we can push forward. Generally, that's a hard sell in rural America. But, I want you and everyone in Balsam Lake to know that my message is a lot stronger when I say that Amery has a full complement of outdoor recreation; motorized and non-motorized. That's a winning message for me.

In fact, as I consider the future of Amery, being able to talk about non-motorized opportunities is becoming more important and more central than ever. I am including the *Amery Bicycle and Pedestrian Master Plan* (attached) which was completed in 2018 by local stakeholders and approved by our City Council. I am requesting, once again, that this Master Plan be included and attached to any planning work being completed by Polk County. When you read it, you will understand the key investments and strategic choices that Amery, and the Wisconsin DOT have made to build 21st century infrastructure, positioning Amery as a major outdoor recreation hub, one that puts families, children, walking, bicycling and community health forward as the core of what makes our city desirable and livable. And, please remember that not everyone can afford motorized recreational opportunities.

In particular, the so-called "road diet" that will trim Highway 46 from four lanes to one lane in each direction, will allow us to stripe bike-lanes the length of Amery. This is a fully funded project, and work begins in the spring of 2020. The bike lanes connect to the Stower Seven Lakes Trail, and will allow visitors and residents to easily navigate from the Stower out to businesses, parks and amenities in a safe and seamless way. At over \$1 million in State investment, this strategic piece of infrastructure should not be tossed away or ignored.

Further, the Bike and Pedestrian Master Plan has identified key routes by which we can move children to and from our school campus using portions of both State Trails. There are federal grant monies that provide 80% of the funds needed to develop, stripe and sign these routes as *Safe Routes to School*. The benefits of such a trail system in fighting obesity, promoting (youth self-confidence), increasing property values, and attracting young families is well-documented in research studies. The Amery Hospital has invested substantial funds in promoting just such physical activity for youngsters, and these programs are very popular with kids and parents alike. Amery will fight vigorously for its right to make this program a reality no matter which State Trail is involved. It's smart, it's the future, and it will contribute mightily to attracting young families to our community and county.

As well, our Master Plan envisions two other bicycling and pedestrian routes through town, a 5K and 10K loop that would invite residents and visitors to get out and recreate, whether on foot or bicycle. We anticipate hosting charitable events in the near future, sponsoring fundraisers in which people walk or bike to raise money for important causes. Both these trail loops take advantage of our State Trails to incorporate safe, convenient corridors to get the public outside and pursue active recreation.

It needs to be said and clearly understood in Balsam Lake: When Amery is successful, Polk County is successful. Every dollar spent in our community kicks a nickel toward Polk County's budget. We have a plan, we are investing in it, and we are building infrastructure for a better economic future. And now, I am asking you and the rest of County staff, County Board, and the politicians, to understand this plan because it will truly benefit everyone in Polk County.

I believe the Town of Osceola Plan Commission shares this vision as well. Let's get the stakeholders together, sit down at the table and create a better future for this place so rich in natural resources and so well-loved by residents and visitors alike. There are areas of compromise and creative solutions that will put aside the current rancor and controversies and get us working together toward a common vision.

That's what I want, and I would love to understand what you think about this.

Thank you Steve.

Sincerely,



Paul Isakson, Mayor
City of Amery

PI/pb

CC: Ben Bergey, Bureau Director - WI DNR
Sanjay Olson, Deputy Division Administrator – WI DNR
James Yach, Secretary's Director – WI DNR
Nick Osborne, Polk County Administrator

Enclosure: Amery Bicycle and Pedestrian Master Plan & Resolution #10-2018

**RESOLUTION 10-2018
ADOPTION OF THE CITY OF AMERY STRATEGIC PLAN**

WHEREAS, on June 6, 2018, the City of Amery approved Patrick Ibarra of the Mejorando Group to assist in the development of a Strategic Plan which focuses on the vision, mission, values, and strategies that provides a clear direction for the City and its leadership; and

WHEREAS, on October 16th, 2018 Ibarra facilitated a community stakeholders and public meeting to gather input to present to the City Council; and

WHEREAS, on October 17th and 18th, 2018 Ibarra facilitated a strategic planning workshop with the Mayor, Council, City Administrator and the City Department Head management team; and

WHEREAS, the following Vision Statement was developed at the strategic planning workshop:
“Featuring memorable experiences, the City of Amery leads the way in innovation and being family and business-friendly.” and

WHEREAS, the following Mission Statement was developed at the strategic planning workshop:
“With integrity and in partnership with our community, we provide quality services and manage growth while supporting families and business.” and

WHEREAS, the following strategic goal areas for the City’s future were identified to implement the City’s mission:

1. Community Services or Operational Excellence
2. Recreational Experiences
3. Infrastructure
4. Civic Involvement
5. Economic Vitality

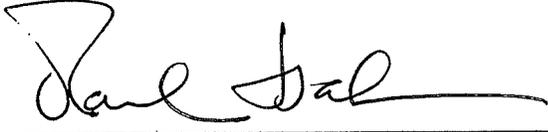
and

WHEREAS, the next steps identified short and long-term strategies were to prepare Goals and Objectives for each of the five Key Result Areas; and

WHEREAS, the City Council understands that the Strategic Plan is intended to serve as the official guide for the City moving forward in terms of vision, mission, goals, strategies, action steps and organizational priorities; and therefore let it be

RESOLVED, that the Amery City Council hereby adopts the official City Vision Statement and Mission Statement and commits to implementation of the Strategic Plan dated November 28, 2018 for the City of Amery.

Adopted this the 28th day of November 2018

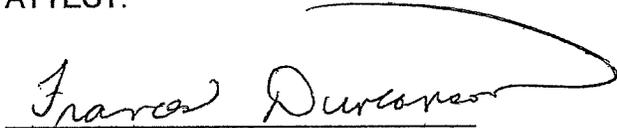
A handwritten signature in cursive script, appearing to read "Paul Isakson", written over a horizontal line.

Paul Isakson, Mayor

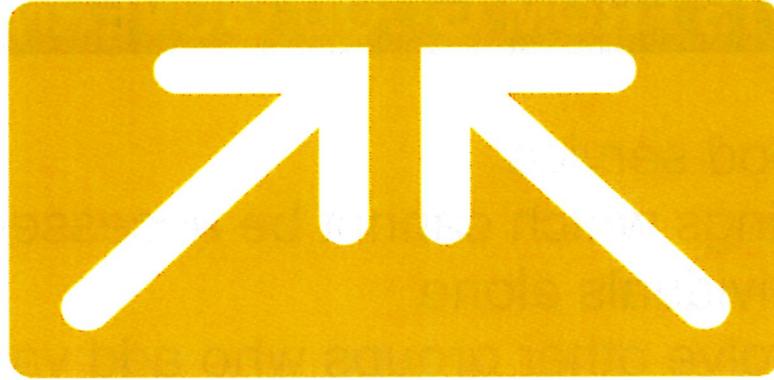
A handwritten signature in cursive script, appearing to read "Kim Moore", written over a horizontal line.

Kim Moore, City Administrator

ATTEST:

A handwritten signature in cursive script, appearing to read "Frances Duncanson", written over a horizontal line.

Frances Duncanson, Clerk-Treasurer



mejorando group



***MAYOR AND CITY COUNCIL
STRATEGIC PLANNING
MEETING SUMMARY***

Facilitated by
PATRICK IBARRA

October 17 & 18, 2018

BENEFITS FROM GOOD GOVERNMENT

- ✓ Good service
- ✓ Things which cannot be accessed by individuals alone
- ✓ Involve other groups who add value
- ✓ Broader vision for a community as a whole
- ✓ Security
- ✓ A feeling of safety
- ✓ Collaborative and inclusive
- ✓ Good citizen participation

REFRESHER ON FORM OF GOVERNMENT

- Role of Mayor
 - Lead meetings
 - Exercise political influence
 - The “go to” person
 - Face of community
 - Represent City at community functions
 - Lead Council
 - Idea person
 - Mediator
 - Potential influence
 - Consensus builder
 - Engaged daily

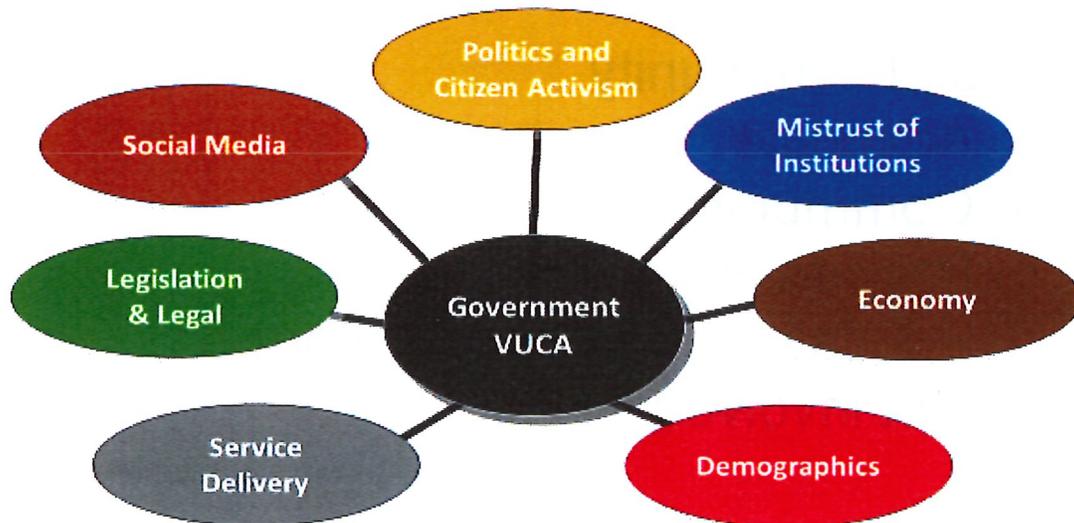
- Role of Councilmembers
 - Listen to the public
 - Legislate policies
 - Decision-makers
 - Lead the community
 - Visionaries
 - Educator

- Manage expectations
 - Remove personal opinion
 - Open minded
 - Servant leader
-
- Role of City Administrator
 - Manage day to day operations
 - Policy enforcer
 - General Manager
 - Leads staff
 - Professional – brings reality to Council with advice
 - Information Specialist
 - Conduit from department directors to Council
 - Builds relationships
-
- Role of City staff members
 - Getting job done- execution
 - Make Council look good
 - Support Council
 - Be a team player

- Adviser and manage risk
- Be aware and proactive

- Role of community
 - Advocate
 - Communicate
 - Provide input
 - Educate yourself-stay informed
 - Get involved

HEADWINDS - TRENDS



2

- ✓ Rising costs to operate City government
- ✓ Rising expectations among residents
- ✓ Rising elderly population
- ✓ Less large retail and more boutique
- ✓ Stagnant wages
- ✓ Lack of long term care facilities
- ✓ More automated services
- ✓ Motorized trails
- ✓ Desire for more experience-based opportunities

TAILWINDS: **ROLE AS A** **CREDIBLE COMMUNITY BUILDER**

- Our past role was...
 - Reactive
 - Responsive
 - Mayoral driven and Council along for the ride
 - Not as many social influences
 - Transition of form of government

- Our current role is...
 - Reactive
 - Movement towards being a catalyst
 - Public perception – Mayor and Council to be leaders
 - Push/Demand to be all things to all people
 - Visionary with limited financial resources
 - Balancing wants and needs

- Our future role will be...
 - Thin outside the box – staffing, programs, etc.
 - Being proactive
 - Being held accountable
 - Responsive
 - More of an active partner and to ask for more partners
 - Promote growth
 - Remain visionary
 - Explorer new service delivery models
 - Be personable and approachable

VISION STATEMENT

Featuring memorable experiences, the City of Amery leads the way in innovation and being family and business-friendly.

MISSION STATEMENT

With integrity and in partnership with our community, we provide quality services and manage growth while supporting families and business.

STRATEGIC PRIORITIES

1. Community Services or Operational Excellence
2. Recreational Experiences
3. Infrastructure
4. Civic Involvement
5. Economic Vitality

GOALS

Once the mission statement has been developed, the internal and external environmental analysis has been conducted, and the vision created, the next step is to set Goals and Objectives. The adoption of Goals will allow the City of Amery to accomplish the mission and advance to the vision. Essentially, the setting of Goals and Objectives will serve to manage the gap between the present and desired future (i.e. the Vision) by defining where the city and community wants to be and establishing the steps needed for the desired outcome.

Budget Priorities

PARKS, TRAILS AND FORESTRY

Trails and Parks

- Quality of responsiveness and service to parks and trails stakeholders due to workload and increased demand for service
- Complete repairs as required and appropriately plan for future Parks needs.

LAND INFORMATION AND ZONING

Surveyor/Land Information/GIS

- Update aging Digital ortho imagery infrastructure, respond to changes in the industry and what customers need and expect.

Zoning

- Maintain quality services and support policies that lead to improved development practices

LAND AND WATER RESOURCES

Protecting Land and Water Assets

Protect water quality in lakes

Protect ground water through erosion control and best practices in agriculture

Protect land and water in Polk County from invasive species

Register of Deeds

Technology Challenges

- Unindexed Scanned Images
 - Scanned images from approximately 1933 to mid-1995 are imaged, but not indexed.
 - Unindexed documents are unavailable via on-line Laredo and Tapestry programs by grantor/grantee or legal description.
- Unscanned Images Prior to 1935
 - Documents prior to 1933 are not available via on-line Laredo and Tapestry program.
 - In the event of a natural disaster, these documents would be lost forever.

- Lack of Off Site Back-Up Server for Document Preservation
 - In the event of a cyber-attack or natural disaster, there is no off site back-up server that I have been made aware of. My understanding is that our documents are backed up on a separate server, but are kept on site. This puts all of the documents at risk whether it be a cyber-attack or natural disaster.

**COUNTY BOARD PRIORITIES AND RESULTANT KEY STRATEGIES
WITH BUDGET ALLOCATIONS**

Rank	Area	Budget Allocation or Key Strategies
1	Transportation/Road Conditions/Infrastructure	Highway building included in capital budget recommendation
	Recreation/Tourism/Parks	Additional funding approved for ATV road usage; Additional funding for tourism promotion; Funding for electrical systems upgrade for County Fair
	Substance abuse problems/issues	Restructuring and improvements to Behavioral Health department (includes AODA services)
	Communications and services/Rural Broadband	Funding for 911 system upgrades and reverse 911 system
	New Highway Shop	<i>Included in capital budget recommendations</i>
2	Economic Development	Additional funding for Polk County Economic Development Corporation
3	Senior Citizens and Veterans	Increase information and assistance through ADRC Offer new cooking and nutrition classes at meal sites Expand outreach for veterans
4	Educational Opportunities	Lease of County space by Unity School District for non-traditional education program Administration initiative to improve Coordination with Indianhead Technical College to provide services to residents
	Updating county services for the future and improving services	Funding for 911 system upgrades
5	Mental Health	Restructuring and improvements to Behavioral Health department
	Maintain and Improve Water Quality	Explore new watershed councils and recruit potential council members
	Land use balance	Promote and encourage orderly land use development by guiding a strategic planning process
6	Public Protection	Funding for 911 system upgrades and reverse 911 system
	Relationship of county with municipalities-both positive & negative	Administration initiative to improve communication with cities, villages, towns and school districts within Polk County
7	Marketing and promotion of the county	Additional funding for Polk County Economic Development Corporation
	Impact of Stillwater Bridge	Maintain and enhance County GIS Enterprise by using LiDAR datasets with increased accuracy to improve land use
	Youth leaving the county	Administration initiative to improve Coordination with Indianhead Technical College to provide services to residents Additional funding for Polk County Economic Development Corporation
8	Public health concerns	Release new Community Health Improvement Plan and continue to facilitate workgroups that address implementation

ENVIRONMENTAL SERVICES COMMITTEE

2019 WORK PLAN

Date	Scheduled Agenda Items	Program Evaluation/Upcoming Issues
January	<ul style="list-style-type: none"> • Finalize 2019 Work Plan • Timber Sales • Wildlife damage crop prices 	<ul style="list-style-type: none"> • Rules of Order review/suggested changes – Jan thru May
February	<ul style="list-style-type: none"> • Tree Replacement schedule • Wildlife damage/Crop Claims 	<ul style="list-style-type: none"> • Governor’s Budget & impact
March		
April	<ul style="list-style-type: none"> • Tax Deed Listings 	
May	<ul style="list-style-type: none"> • Review of repairs on dams owned by Polk County • Business Analysis of Lime Quarry 	<ul style="list-style-type: none"> • Budget Development – end of May
June	<ul style="list-style-type: none"> • Annual Report Receipt • Tax Deed Update (1st mtg) • Set Prices for tax deed sales (2nd mtg) 	<ul style="list-style-type: none"> • Lime Quarry Analysis
July	<ul style="list-style-type: none"> • Annual Reports – Tourism review 	
August	<ul style="list-style-type: none"> • Review/Revise Comprehensive Forest Plan • Land and Water Public Hearing 	
September		
October	<ul style="list-style-type: none"> • Budgets/Budget amendments • Annual Forestry Plan 	
November		
December	<ul style="list-style-type: none"> • Develop 2020 Work Plan 	

Budget Priorities

Addendum Attachment for Environmental Services Committee Meeting on 6/12/19

Lime Quarry- Infrastructure and Operational Challenges

1. Equipment is near end of life
2. Determine how to operate lime quarry to meet customer needs and adjust to changing market