

**COUNTY OF DUNN  
MENOMONIE, WISCONSIN  
NOTICE OF PUBLIC MEETING**

In accordance with the provisions of Section 19.84, Wisconsin Statutes, notice is hereby given that a public meeting of the **Dunn County Planning, Resource, and Development Committee** will be held on **Wednesday, July 17, 2024 at 8:30am in Room 54 at the Dunn County Government Center**, 3001 US HWY 12 East, Menomonie, Wisconsin. **The building entrance for meetings is on the lower level of the Government Center and will be open 30 minutes ahead of the meeting start time.** Items of business to be discussed or acted upon at this meeting are listed below. A video recording of the meeting will be available for subsequent viewing on the Dunn County YouTube channel at the following link:

<https://www.youtube.com/@dunncounty1854>

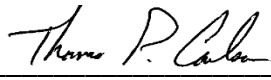
Members of the public who require assistance in accessing the meeting, please call (715) 231-6505. Upon reasonable notice, the County will make efforts to accommodate the needs of disabled individuals through sign language, interpreters, or other auxiliary aids. For additional information, or to request the service, contact the County Human Resources Manager at 715-232-2429 (Office), 715-232-1324 (FAX) or 715-231-6406 (TDD) or by writing to the Human Resources Manager, Human Resources Department, 3001 US HWY 12 E, Suite 225, Menomonie, Wisconsin 54751.

**AMENDED AGENDA**

1. **Call to Order**
2. **Call of the Roll**
3. **Approval of the Minutes – July 3, 2024**
4. **Public Comments**
5. **Public Hearing: None**
6. **Staff Reports:**
  - A. Register of Deeds monthly report
  - B. Environmental Services monthly department reports
7. **Items placed at the request of the Chairperson:**
  - A. Review standards for Accessory Dwelling Units (ADUs)
  - B. Discuss the agreement between Dunn County and WCWRPC for update to the Comprehensive Plan**
8. **Consideration of Actions to be taken by the Planning, Resource, and Development Committee:**
  - A. 2025 Legislative Agenda
9. **Consideration of reports, resolutions, and ordinances to the County Board from the Planning, Resource, and Development Committee: None**
10. **Announcements:**
11. **Future meeting date and any agenda items: August 7, 2024**

**12. Adjournment**

Tom Quinn, Chairperson

Signed: 

Thomas P. Carlson  
Dunn County Surveyor

**COUNTY OF DUNN  
MENOMONIE, WISCONSIN  
MINUTES**

**Minutes of the Meeting of the Dunn County Planning, Resource, and Development Committee  
and Land Conservation Committee.  
Held on July 3, 2024, in the Government Center, Room 54.**

**DRAFT**

1. **Call to Order.** There being a quorum of the Dunn County Planning, Resource, and Development Committee and Land Conservation Committee, Chairperson Quinn called the meeting to order at 8:30 a.m.
2. **Call of the Roll.** Present were Tom Quinn (Chair), Gary Bjork (Vice Chair), Mike Kneer, and Diane Morehouse. Absent was Monica Berrier.
3. **Approval of Minutes.** Supervisor Bjork made a motion to approve the minutes from the June 19, 2024 meeting. Seconded by Supervisor Morehouse. All in favor. Motion approved by voice vote.
4. **Public Comments.** None.
5. **Public Hearing.** None.

Without objection Chairperson Quinn moved to agenda item 6B. **Staff Reports: B. Land & Water Conservation Division – Conservation Reserve Enhancement Program (CREP).** Chase Cummings, County Conservationist introduced Conservation Planner Rick Ingli. Ingli explained the Conservation Reserve Enhancement Program (CREP). Discussion by committee, Cummings, and Ingli.

6. **Staff Reports:**
  - A. **Planning Division- Discuss Comprehensive Plan Scope of Work.** Anne Wodarczyk, Planner/ Zoning Administrator presented the Dunn County Comprehensive Plan & Farmland Preservation Plan Update- Proposed Scope of Work from West Central Wisconsin Regional Planning Commission (WCWRPC). Discussion by committee, Wodarczyk, and Eugene Ruenger, Town of Lucas Chairperson.
  - B. **Land & Water Conservation Division – Conservation Reserve Enhancement Program (CREP).** Discussed earlier in the meeting.
7. **Items placed at the request of the Chairperson:** None.

**8. Consideration of Actions to be taken by the Planning, Resource, and Development Committee.** None.

**9. Consideration of Actions to be taken by the Land Conservation Committee:**

**A. CREP Conservation Plan Amendment, Eugene Ruenger & Barbara Flom.** Cummings provided a brief introduction to the amendment request. Ingli explained the proposed amendments to the Ruenger and Flom agreement. Supervisor Morehouse made a motion to approve the proposed amendments to the Ruenger and Flom Conservation Reserve Enhancement Program agreement. Seconded by Supervisor Bjork. All in favor. Motion approved by voice vote.

**10. Consideration of reports, resolutions, and ordinances to the County Board from the Planning, Resource, and Development Committee.** None.

**11. Announcements.** None.

**12. Future Meeting Date and any agenda items.** Next meeting date will be Wednesday, July 17, 2024. Chairperson Quinn asked for the committees input on putting the proposed accessory dwelling unit (ADU) standards on the next agenda for review. Majority consensus agreement to review the proposed standards to the proposed ADU ordinance amendment.

**13. Adjournment.** There being no further business, Chairperson Quinn declared the meeting adjourned at 9:46 a.m.

Respectfully Submitted,  
Tracie Albrightson  
Recording Secretary



# DUNN COUNTY REGISTER OF DEEDS

*Heather M. Kuhn*

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3001 US Highway 12 East • Suite 112 • Menomonie, WI • 54751 (715) 232-1228

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**TO:** Planning, Resource & Development Committee  
**FROM:** Heather M. Kuhn, Register of Deeds  
**DATE:** July 10, 2024  
**RE:** June 2024 monthly update

OUTPUT MEASURES	Mar-24	Apr-24	May-24	Jun-24
Total # of copies of vital records issued	328	385	307	328
# of Deaths filed	25	16	18	15
# of Marriages filed	11	11	14	33
Total # of ownership transfers	107	141	126	151
Total value of real estate sales	\$9.1 million	\$22.7 million	\$29.3 million	\$15.1 million
Total # of Documents recorded	396	450	478	434
Total # of in-person customers	231	229	207	227
Total \$ Received	\$48,216.85	\$93,453.71	\$112,493.36	\$68,872.26
General fund revenue	\$20,659.82	\$29,098.11	\$34,363.69	\$23,962.47
Revenue retained for County Land Info fund	\$3,168	\$3,600	\$3,824	\$3,472

## OTHER BUSINESS:

- Hosted WRDA District 5 meeting
- Met with Beata for budget review
- Met with workgroup regarding Judicial Officer Privacy Bill
- Attended WRDA summer conference in Green Bay which was combined with the Wisconsin Real Property Listers Association. The agenda included speakers from the Wisconsin Land Title Association, Real Property Listers Association, and the Washington County Land Information Officer. Elected President of the Wisconsin Register of Deeds Association.
- Met with Accounting pit crew
- Annette Larson, Deputy ROD volunteered at the Blood Drive held on 6/27
- Attended Department Head meeting

SEE ATTACHED FINANCIAL REPORT

**Register of Deeds: Financials Jan - Jun 2024**

<b>Acct Type</b>	<b>Total 2022 Actuals</b>	<b>Total 2023 Actuals</b>	<b>Total 2024 Budget*</b>	<b>YTD 2024 Actuals</b>	<b>Total 2024 Projected*</b>
Revenue: Levy	(49,432)	(49,435)	(61,435)	(61,435)	(61,435)
Revenue: Public Charges	(374,853)	(309,002)	(264,500)	(140,895)	(295,926)
Revenue: Misc	(16,513)	(5,361)	(5,000)	(1,846)	(3,692)
Revenue: Fund Balance	-	(12,000)	(5,439)	-	(5,439)
Revenue: Other	-	-	(51,726)	-	-
Expense: S&F	261,617	264,621	279,739	134,999	267,809
Expense: Operating	76,077	91,466	108,361	69,972	107,259
<b>Grand Total</b>	<b>(103,104)</b>	<b>(19,711)</b>	<b>-</b>	<b>795</b>	<b>8,576</b>
Revenue	440,798	375,798	388,100	204,176	366,492
Expense	337,693	356,086	388,100	204,972	375,068
<b>Net</b>	<b>103,104</b>	<b>19,711</b>	<b>-</b>	<b>(795)</b>	<b>(8,576)</b>

\* Surplus/(Deficit)

**Projection Methodology:**

1. Wages are projected based on 26 pay periods & health benefits based on 12 months.
2. Expenses and revenues are projected based on year-to-date less than 1 month. It may not be applicable for fixed funding sources (i.e., grants & levy).

# COUNTY OF DUNN

# Environmental Services Department

## **Survey Division**

Thomas P. Carlson, County Surveyor  
3001 US Highway 12 E., Suite 240A  
Menomonie, WI 54751  
Ph: 715-231-6526  
Email: [tcarlson@co.dunn.wi.us](mailto:tcarlson@co.dunn.wi.us)



**TO:** Planning, Resource, and Development Committee

**FROM:** Tom Carlson

**SUBJECT:** June 2024 Staff Report

**DATE:** July 9, 2024

During the month of June, 10 Certified Survey Maps were submitted to the county for review. The following table shows where these land divisions have occurred, how many new parcels were created, and how much acreage was included.

<u>Town</u>	<u>New Parcels Created</u>	<u>Acreage</u>
Tainter	5	16.71
Menomonie	4	12.87
Spring Brook	3	10.99
New Haven	2	21.37
Sheridan	1	5.91
Colfax	1	5.85
Rock Creek	1	5.04
Wilson	1	1.62
<b>Totals</b>	<b>18</b>	<b>80.36</b>

In addition, 25 Maps of Survey were submitted for review and filing. Remonumentation work was performed on 23 Public Land Survey System corners in the Towns of Tiffany, Menomonie, Sheridan, Hay River, Elk Mound, Rock Creek, Spring Brook, and Sherman. Eight 1/16<sup>th</sup> corners (40 corners) were also visited.

During the month of June, I attended two Steering Committee meetings related to the County's Enterprise, Resource, and Planning (ERP) System.

Following this report contains a table that summarizes the expenditures and revenue for the Survey Division through June of 2024.

Sincerely,

A handwritten signature in black ink that reads "Thomas P. Carlson".

Thomas P. Carlson, PLS  
Dunn County Surveyor

**Environmental Services - Surveyor: Financials Jan - Jun 2024**

<b>Acct Type</b>	<b>Total 2022 Actuals</b>	<b>Total 2023 Actuals</b>	<b>Total 2024 Budget</b>	<b>YTD 2024 Actuals</b>	<b>Total 2024 Projected*</b>
Revenue: Levy	(285,399)	(285,399)	(295,799)	(295,799)	(295,799)
Revenue: Public Charges	(0)	-	(40)	(3)	(10)
Revenue: Misc	(175)	-	-	-	-
Revenue: License & Permits	(28,370)	(22,110)	(21,050)	(12,890)	(21,050)
Revenue: Interdepartmental	(12,789)	(5,701)	(2,500)	-	(2,500)
Revenue: Fund Balance	-	(10,400)	-	-	-
Revenue: Other	-	-	(11,447)	-	-
Expense: S&F	291,612	304,669	316,943	155,474	310,948
Expense: Operating	9,111	10,896	13,893	2,813	11,933
<b>Grand Total</b>	<b>(26,009)</b>	<b>(8,046)</b>	<b>-</b>	<b>(150,404)</b>	<b>3,522</b>
Revenue	326,733	323,610	330,836	308,692	319,359
Expense	300,723	315,564	330,836	158,287	322,881
<b>Net</b>	<b>26,009</b>	<b>8,046</b>	<b>-</b>	<b>150,404</b>	<b>(3,522)</b>

\* Surplus/(Deficit)

**Projection Methodology:**

1. Wages are projected based on 26 pay periods & health benefits based on 12 months.
2. Expenses and revenues are projected based on year-to-date less than 1 month. It may not be applicable for fixed funding sources (i.e., grants & levy).



Environmental Services - Divisions of Planning & Land Use Control

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This report summarizes the activities and developments within the Planning and Land Use (Zoning) Divisions for June 2024.

### **OPERATIONAL UPDATE**

Following her return from a leave of absence, Enforcement Officer/Planner, Michelle Hrdlicka has seamlessly resumed her duties leading our Private On-Site Wastewater Treatment System (POWTS) inspection team.

Recruitment for the Program Assistant position progressed significantly in June. I am pleased to report that we received more than double the number of applicants compared to our previous recruitment effort. Interviews for the position are scheduled for the second week of July, with an anticipated start date of August 5.

### **BOARD OF ADJUSTMENT**

During the May Board of Adjustment meeting, the Board evaluated a request for a conditional use permit to authorize 1.6 acres of land for non-farm residential use within the Primary Agriculture zoning district. The Board unanimously approved the request.

Chairperson Crystal Halvorson accepted the resignation of longtime Board of Adjustment member Jill Noreen. Additionally, fellow longtime member Mark Dietsche's term expires in July and he will not be rejoining the Board. Each term is three years in length, with appointments made by the Chair of the County Board of Supervisors. The composition of the Board going into July is as follows:

- Crystal Halvorson, Chair
- David Bartlett, Vice Chair
- Jerry Porter, Secretary
- Member, Vacant
- Member, Vacant
- Alternate, Vacant
- Alternate, Vacant

The next Board meeting is scheduled for July 15. During this meeting, the Board will review a Conditional Use Permit application from Cory and Nicole Holerud. The applicants are seeking approval to utilize approximately 4 ¼ acres of land for an agriculture-related business within the General Agriculture (GA) zoning district, as specified in § 13.2.8.07(a)(4) of the Dunn County Comprehensive Zoning Ordinance.

### **COMPREHENSIVE PLAN**

The West Central Wisconsin Regional Planning Commission (WCWRPC) has provided the committee with an updated scope of work for the Comprehensive Plan project. This updated scope specifically includes the GIS shapefile of the preferred future land use as a deliverable. In discussions with WCWRPC Senior Planner Susan Badtke, the inclusion of County planning staff in the plan's development was also addressed, focusing on components such as the Farmland Preservation Plan and community engagement. If the committee decides to proceed with the agreement, the proposed timeline is as follows:

- July 17, 2024: PR&D Committee Review and Recommendation
- July 31, 2024: Dunn County Board of Supervisors Action
- September 12, 2024: WCWRPC Commission Action
- October/November 2024: Plan Committee kickoff meeting



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Menomonie, WI 54751  
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Environmental Services - Divisions of Planning & Land Use Control

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**HOUSING WORKGROUP**

The Dunn County Housing Workgroup of the Dunn County Planning, Resources & Development Committee met on June 11, 2024. Over the past few months, I have led a subgroup made up of members of the housing workgroup to develop a "housing toolkit" to be utilized as an online resource for individuals and developers seeking to build homes in Dunn County. I'm excited to announce that this project has been completed and our virtual toolkit is now available to the public by visiting [www.momentumwest.org/housing](http://www.momentumwest.org/housing). The next meeting of the Housing Workgroup is scheduled for August 13.

**AMENDMENT TO THE ZONING ORDINANCE**

The first reading of the committee's proposed amendment to the comprehensive zoning ordinance took place during the County Board Supervisors' meeting on June 19. The Board voted to proceed with a second reading of the proposal at their next meeting on July 31.

**SUMMARY**

As we continue to advance our projects and initiatives, the dedication and contributions of our team and board members remain invaluable. We look forward to our upcoming meetings and milestones, and we remain committed to ensuring effective planning and zoning practices for the county.

Thank you for your continued support and collaboration!

Sincerely,

**Anne Wodarczyk**  
Planner/Zoning Administrator

**Environmental Services - Planning & Zoning: Financials Jan - Jun 2024**

<b>Acct Type</b>	<b>Total 2022 Actuals</b>	<b>Total 2023 Actuals</b>	<b>Total 2024 Budget*</b>	<b>YTD 2024 Actuals</b>	<b>Total 2024 Projected*</b>
Revenue: Levy	(376,504)	(319,320)	(407,178)	(407,178)	(407,178)
Revenue: State Grant	-	(7,000)	-	-	-
Revenue: License & Permits	(155,969)	(135,380)	(142,529)	(65,499)	(157,196)
Revenue: Asset Sale	-	(3,200)	-	-	-
Revenue: Fund Balance	-	(87,858)	(73,186)	-	(73,186)
Revenue: Other	-	-	(12,980)	-	-
Expense: S&F	431,679	428,938	475,614	226,022	440,017
Expense: Operating	60,948	40,370	160,259	18,119	161,478
<b>Grand Total</b>	<b>(39,846)</b>	<b>(83,450)</b>	<b>-</b>	<b>(228,536)</b>	<b>(36,065)</b>
Revenue	532,473	552,758	635,873	472,677	637,560
Expense	492,627	469,308	635,873	244,140	601,495
<b>Net</b>	<b>39,846</b>	<b>83,450</b>	<b>-</b>	<b>228,536</b>	<b>36,065</b>

\* Surplus/(Deficit)

**Projection Methodology:**

1. Wages are projected based on 26 pay periods & health benefits based on 12 months.
2. Expenses and revenues are projected based on year-to-date less than 1 month. It may not be applicable for fixed funding sources (i.e., grants & levy).



Dunn County Environmental Services Department  
**Dunn County Land and Water Conservation Division**  
3001 US Highway 12 East, Suite 240A, Menomonie, WI 54751  
Phone (715)232-1496

July 2024 Land and Water Conservation Division Report to the PR&D/LCC Committee

For the month of July, to date, the LWCD worked on, but not limited to, the following items:

1. Ag Performance Standards & Manure Storage & Management Ordinance (Ch. 10) – we are continuing to follow up on sites that are in violation of our county’s ordinance and state administrative code, as well as a number of soil erosion complaints received earlier this spring.
2. Conservation Reserve Enhancement Program (CREP) – a perpetual CREP easement participant is in need of updating their conservation plan. As a part of the CREP program, the Land Conservation Committee (LCC) is required to approve any conservation plan updates or amendments. The conservation plan amendment was approved by the LCC on July 3, 2024. LWCD staff also gave a presentation on CREP.
3. Conservation Organizations – Assisting, again this year, with the LAKES Research Education for Undergraduate (REU) program at UW-Stout. Participated in a pasture walk/education event for all new REU students. Fielding questions and participating in interviews with the students as they work on their research projects.
4. Groundwater/Private Well Monitoring Program - This year's well monitoring program is underway. Sample collection began July 8<sup>th</sup> and is on track to complete approximately 240 samples over 4 weeks. The Department of Agriculture Trade and Consumer Protection (DATCP) has begun the collection of private well monitoring program as well. Those samples collected will be tested for nitrates and over 100 pesticide compounds. These particular samples will be collected in the southeast portions of the county, particularly, the townships of Dunn, Peru, Rock Creek and Spring Brook.
5. A memorandum of understanding (MOU) among Dunn County, Pepin County and Landmark Conservancy was approved by the Dunn County Board of Supervisors at their June meeting. This MOU allows Landmark Conservancy to pursue a Knowels-Nelson Stewardship Grant to aid in the acquisition in a portion of the Chippewa River Trail located in southern Dunn County and extending to the City of Durand in Pepin County. Landmark Conservancy is now working on the grant application and soliciting a formal land appraisal. The grant application is due August 1, 2024. Further discussion on the acquisition and trail maintenance will be needed should the grant be awarded to Landmark.

Finally, the following budget report will provide a summary of expenditures and revenue for the LWCD programs through May, 2024. If you have questions at any time, please do not hesitate to contact me.

Chase Cummings  
County Conservationist  
715-231-6535

**Environmental Services - Land & Water: Financials Jan - May 2024**

<b>Acct Type</b>	<b>Total 2022 Actuals</b>	<b>Total 2023 Actuals</b>	<b>Total Budget 2024*</b>	<b>YTD 2024 Actual</b>	<b>Total 2024 Projected*</b>
Revenue: Levy	(755,074)	(726,596)	(770,564)	(770,564)	(770,564)
Revenue: State Grant	(641,011)	(477,238)	(1,496,912)	(802,359)	(1,496,912)
Revenue: Local Grant	-	-	(10,000)	(10,000)	(10,000)
Revenue: Public Charges	(32,864)	(37,460)	(26,671)	(31,096)	(33,705)
Revenue: Interdepartmental	(1,500)	(3,000)	(500)	(1,000)	(1,000)
Revenue: GF Fund Balance	-	(2,325)	-	-	-
Revenue: Fund Balance	-	(49,282)	(63,584)	-	(63,584)
Revenue: Donations	(41,518)	-	-	-	-
Revenue: Debt	(28,000)	(28,000)	(20,886)	-	(20,886)
Revenue: Asset Sale	-	(2,775)	-	-	-
Revenue: ARPA Federal	-	(261,642)	(90,701)	-	(90,701)
Revenue: Other	-	-	(17,002)	-	-
Expense: S&F	869,126	902,411	937,181	384,453	911,449
Expense: Operating	552,050	698,560	1,508,753	879,272	1,503,166
Expense: CIP	-	7,114	50,886	3,745	50,886
<b>Grand Total</b>	<b>(78,791)</b>	<b>19,767</b>	<b>-</b>	<b>(347,550)</b>	<b>(21,851)</b>

Revenue	1,499,967	1,588,317	2,496,820	1,615,020	2,487,352
Expense	1,421,176	1,608,085	2,496,820	1,267,470	2,414,615
<b>Net</b>	<b>78,791</b>	<b>(19,767)</b>	<b>-</b>	<b>347,550</b>	<b>72,737</b>

\* 2023 Budget includes budget adjustments and carry forwards.

\* Surplus/(Deficit)

**General Office: Financials Jan - May 2024**

<b>Acct Type</b>	<b>Total 2022 Actuals</b>	<b>Total 2023 Actuals</b>	<b>Total Budget 2024*</b>	<b>YTD 2024 Actual</b>	<b>Total 2024 Projected*</b>
Revenue: Levy	(8,065)	(5,865)	(5,865)	(5,865)	(5,865)
Expense: Operating	2,518	3,990	5,865	3,496	4,489
<b>Grand Total</b>	<b>(5,547)</b>	<b>(1,875)</b>	<b>-</b>	<b>(2,369)</b>	<b>(1,376)</b>

Revenue	8,065	5,865	5,865	5,865	5,865
Expense	2,518	3,990	5,865	3,496	4,489
<b>Net</b>	<b>5,547</b>	<b>1,875</b>	<b>-</b>	<b>2,369</b>	<b>1,376</b>

\* Surplus/(Deficit)

**Projection Methodology:**

1. Wages are projected based on 26 pay periods & health benefits based on 12 months.
2. Expenses and revenues are projected based on year-to-date less than 1 month. It may not be applicable for fixed funding sources (i.e., grants & levy).

1 **Ordinance No. \_\_\_\_**

2 **Amending Chapter 13 of the Dunn County Code of Ordinances to include provisions**  
3 **allowing for the construction of Accessory Dwelling Units in certain zoning districts.**

4  
5 The Board of Supervisors of the County of Dunn does hereby ordain as follows:

**Section 1.** The following amendments to the Dunn County Comprehensive Zoning Ordinance, Chapter 13 of the Dunn County Code of Ordinances are hereby adopted:

6  
7 **Section 13.2.3.02(a) is amended to read as follows:**

8 (a) ~~Single family housing~~ Single-family dwelling.

9  
10 **Section 13.2.3.05 is amended to read as follows:**

11 **13.2.3.05 Permitted Accessory Structures:** Those structures necessary to house the accessory  
12 uses. Permits must be issued for a permitted principal structure (13.2.3.03) before permits will be  
13 issued for accessory structures. Accessory structures shall not be designed or used in part or  
14 whole for human habitation or any unauthorized accessory use: unless properly permitted.

15  
16 **Section 13.2.4.04 is amended to read as follows:**

17 **13.2.4.04 Permitted Accessory Uses:** ~~Those permitted accessory uses found in the Residential~~  
18 ~~(R1) district~~

19  
20 **Section 13.2.4.02(c) is created to read as follows:**

21 (c) Attached Accessory Dwelling Unit pursuant to Section 13.3.17

22  
23 **Section 13.2.4.04(a) is created to read as follows:**

24 (a) Home occupations and professional offices as per Section 13.3.3

25  
26 **Section 13.2.4.04(b) is created to read as follows:**

27 (b) Private recreational uses including but not limited to swimming, tennis, horticulture and  
28 playground activities.

29

30 **Section 13.2.4.04(c) is created to read as follows:**

31 (c) Bed and breakfast establishments pursuant to Chapter 254.61 Wis. Stats

32

33 **Section 13.2.4.04(d) is created to read as follows:**

34 (d) Crop farming on un-improved lots.

35

36 **Section 13.2.4.04(e) is created to read as follows:**

37 (e) Detached Accessory Dwelling Unit pursuant to Section 13.3.17

38

39 **Section 13.2.4.05 is amended to read as follows:**

40 13.2.4.05 Permitted Accessory Structures: Those structures necessary to house the accessory  
41 uses. Permits must be issued for a permitted principal structure (13.2.4.03) before permits will be  
42 issued for accessory structures. Accessory structures shall not be designed or used in part or  
43 whole for human habitation or any unauthorized accessory use- unless properly permitted.

44

45 **Section 13.2.5.05 is amended to read as follows:**

46 Those structures necessary to house the permitted accessory uses. Permits must be issued for a  
47 permitted principal structure before permits will be issued for an accessory structure. Accessory  
48 structures shall not be designed or used in part or whole for human habitation or any unauthorized  
49 accessory use-unless properly permitted.

50

51 **13.2.8.02(h) is amended to read as follows:**

52 (h) ~~Single-family housing~~ Single-family dwelling (02/18/2015)

53

54 **13.2.8.02(k) is created to read as follows:**

55 (k) Attached Accessory Dwelling Unit (AADU) pursuant to Section 13.3.17

56

57 **13.2.8.04(e) is created to read as follows:**

58 (e) Detached Accessory Dwelling Unit (ADU) pursuant to Section 13.3.17

59

60 **13.2.8.05 is amended to read as follows:**

61 **13.2.8.05 Permitted Accessory Structures:** Those structures necessary to house the accessory  
62 uses. Permits must be issued for a permitted principal structure (13.2.8.03) before permits will be  
63 issued for accessory structures. Accessory structures shall not be designed or used in part or  
64 whole for human habitation or any unauthorized accessory use unless properly permitted.

65

66 **13.3.17 is created to read as follows:**

67 **13.3.17 Supplementary Use Regulations: Accessory Dwelling Units**

68

69 **13.3.17.01 is created to read as follows:**

70 **13.3.17.01 Purpose and Intent.** To allow more efficient use of existing housing stock and  
71 infrastructure; providing a broader range of housing opportunities that responds to changing  
72 family needs; and offering a means for residents to remain in their homes and neighborhoods and  
73 obtain security, services, and companionship.

74

75 **13.3.17.02 is created to read as follows:**

76 **13.3.17.02 Applicability.** No more than one ADU is permitted per lot or parcel.

77

78 **13.3.17.03 is created to read as follows:**

79 **13.3.17.03 Definitions.** As used in this section, the following terms have the meanings as defined  
80 in 13.7.0 and repeated here for reference:

81

82 **13.3.17.03(a) is created to read as follows:**

83 **(a) Accessory Dwelling Unit (ADU):** An additional single-family dwelling unit that is  
84 subordinate in size to a single-family dwelling, and located on the same parcel as a single-family  
85 dwelling. It provides independent living facilities for one or more persons. For the purposes of  
86 this ordinance, the terms “Accessory Dwelling Unit” or “ADU” encompass all three subtypes.  
87 The subtypes are as follows:

88

89 **13.3.17.03(a)1. is created to read as follows:**

90 **1. Attached (AADU):** Physically connected to the principal single-family dwelling, sharing at  
91 least one common wall and being structurally interdependent.

92

93 **13.3.17.03(a)2. is created to read as follows:**



94 **2. Detached (DADU):** A standalone residential unit located on the same parcel or lot but separate  
95 from the principal single-family dwelling, serving as an accessory structure to the primary  
96 dwelling.

97

98 **13.3.17.03(a)3. is created to read as follows:**

99 **3. Junior (JADU):** An ADU which may be no more than 600 square feet in size, which may be  
100 detached or attached to another structure.

101

102 **13.3.17.03(b) is created to read as follows:**

103 **(b) Addition:** New construction performed on a dwelling which increases the outside  
104 dimensions of the dwelling.

105

106 **13.3.17.03(c) is created to read as follows:**

107 **(c) Detached Building:** Any building which is not physically connected to the dwelling.

108

109 **13.3.17.03(d) is created to read as follows:**

110 **(d) Primary Dwelling:** The principal single-family dwelling on a lot or parcel, serving as the  
111 primary and dominant residence. The primary dwelling is larger in size compared to any  
112 accessory dwelling units (ADUs) on the same lot or parcel. It is the main residential structure  
113 where the property owner or primary resident resides.

114

115 **13.3.17.03(e) is created to read as follows:**

116 **(e) Secondary Dwelling:** A residential structure on a property that is subordinate in size to the  
117 primary dwelling. A secondary dwelling may include accessory dwelling units (ADUs) or other  
118 additional residential structures permitted by local zoning regulations. The secondary dwelling is  
119 characterized by its supportive role to the primary dwelling and may house additional occupants  
120 while conforming to the zoning standards applicable to such structures.

121

122 **13.3.17.04 is created to read as follows:**

123 **13.3.17.04 Permits.** Zoning permits are required for Accessory Dwelling Units subject to the  
124 provisions of the Ch. 13 Comprehensive Zoning Ordinance and approval by the Zoning  
125 Administrator.

126

127 **13.3.17.04(a) is created to read as follows:**

128 (a) Approval Process. No more than one ADU is permitted per lot or parcel, provided the  
129 Zoning Administrator first approves the proposed ADU as complying with the standards of  
130 Section 13.3.17.

131

132 **13.3.17.04(b) is created to read as follows:**

133 (b) Application Fees. Fees required for ADUs shall be equivalent to those required to construct a  
134 single-family dwelling unit in the zoning district in which they are located.

135

136 **13.3.17.05 is created to read as follows:**

137 13.3.17.05 Standards. The following standards must be met in order to establish an accessory  
138 dwelling unit:

139

140 **13.3.17.05(a) is created to read as follows:**

141 (a) Development. ADUs must adhere to the development standards applicable to principal  
142 structures in the respective zoning district. This includes setbacks, setback reduction, lot  
143 coverage, and height regulations.

144

145 **13.3.17.05(b) is created to read as follows:**

146 (b) Construction Timing and Design. ADUs may be constructed concurrently with, before, or  
147 after a principal single-family dwelling. The design and placement of the ADU should not hinder  
148 the construction of the primary single-family dwelling in accordance with established regulations.

149

150 **13.3.17.05(c) is created to read as follows:**

151 (c) Prohibition on Two-Family or Multi-Family Dwellings. ADUs may not be constructed on  
152 the same lot or parcel as a two-family dwelling or multi-family dwelling.

153

154 **13.3.17.05(d) is created to read as follows:**

155 (d) Square Footage Measurements. For the purpose of determining the total square footage of  
156 the primary and secondary dwelling shall be made along the exterior walls of the structures,  
157 encompassing all habitable areas within the exterior perimeter of each dwelling unit, including  
158 any attached enclosed spaces such as porches or sunrooms. Measurements shall be taken from the  
159 exterior surface of the outermost walls, excluding any projections beyond the exterior wall  
160 surface such as eaves or bay windows.

161

162 **13.3.17.05(e) is created to read as follows:**

163 (e) Size Limitations. ADUs must be of a size subordinate to the primary single-family dwelling  
164 in all cases. In no case shall the ADU be greater than twelve-hundred (1200) square feet.

165

166 **13.3.17.05(f) is created to read as follows:**

167 (f) Distance Requirement. The distance between the primary single-family dwelling and the  
168 ADU must not exceed 300 linear feet.

169

170 **13.3.17.05(g) is created to read as follows:**

171 (g) Wastewater Disposal. Domestic wastewater disposal must comply with sewage system  
172 requirements, unless exempted by the State or Dunn County’s Sanitation Ordinance. The zoning  
173 administrator may require the applicant to demonstrate the adequacy of the system for the  
174 proposed structure and anticipated number of bedrooms.

175

176 **13.3.17.05(h) is created to read as follows:**

177 (h) Lot Area. For lots with an area less than 1 acre, the applicant may be required to demonstrate  
178 to the satisfaction of the Environmental Services Department that the lot has sufficient area for  
179 accommodating the proposed ADU while maintaining compliance with setback regulations and  
180 facilitating the installation or modification of the entire onsite wastewater treatment system,  
181 including provisions for potential replacement. The Environmental Services Department reserves  
182 the authority to request a comprehensive report inclusive of soil borings and percolation tests as  
183 stipulated by Wisconsin Administrative Code, as part of the application review process.

184

185 **13.3.17.05(i) is created to read as follows:**

186 (i) Building Code Compliance. ADUs must comply with all relevant building codes and safety  
187 regulations applicable to habitable structures.

188

189 **13.3.17.05(j) is created to read as follows:**

190 (j) Sale Restrictions. The separate sale of the ADU shall not occur unless that portion of the  
191 subject property is legally subdivided in accordance with Dunn County’s Chapter 16 Land  
192 Division, Condominium, and Surveying Regulations.

193

194 **13.3.17.05(k) is created to read as follows:**

195 (k) Deed Restriction. Prior to zoning permit issuance, the property owner must record a deed  
196 restriction that:

197

198 **13.3.17.05(k)1. is created to read as follows:**

199 1. Prohibits the separate sale of the ADU unless the subject property is legally subdivided  
200 according to Dunn County’s Chapter 16 Land Division, Condominium, and Surveying  
201 Regulations.

202

203 **13.3.17.05(k)2. is created to read as follows:**

204 2. Prohibits the conversion of the property to a condominium.

205

206 **13.3.17.05(l) is created to read as follows:**

207 (l) **Compatibility With Other Ordinance Sections.** Where identified as a Permitted Principal  
208 Use, Accessory Dwelling Units may be constructed on parcels in addition to other Principal Uses  
209 and Structures without violating 13.2.2(b).

210

211 **13.7.0 (“Definitions”) is amended to include the following terms and their definitions. These will be**  
212 **incorporated into the ordinance consistent with the now-existing alphabetical order:**

213 **Accessory Dwelling Unit (ADU):** An additional single-family dwelling unit that is subordinate in  
214 size to a single-family dwelling, and located on the same parcel as a single-family dwelling. It  
215 provides independent living facilities for one or more persons. For the purposes of this ordinance,  
216 the terms “Accessory Dwelling Unit” or “ADU” encompass all three subtypes. The subtypes are  
217 as follows:

- 218 (a) **Attached (AADU):** Physically connected to the principal single-family dwelling,  
219 sharing at least one common wall and being structurally interdependent.
- 220 (b) **Detached (DADU):** A standalone residential unit located on the same parcel or  
221 lot but separate from the principal single-family dwelling, serving as an  
222 accessory structure to the primary dwelling.
- 223 (c) **Junior (JADU):** An ADU which may be no more than 600 square feet in size,  
224 which may be detached or attached to another structure.

225

226 **Addition:** New construction performed on a dwelling which increases the outside dimensions of  
227 the dwelling.

228

229 **Detached Building:** Any building which is not physically connected to the dwelling.

230

231 **Primary Dwelling:** The principal single-family dwelling on a lot or parcel, serving as the  
232 primary and dominant residence. The primary dwelling is larger in size compared to any  
233 accessory dwelling units (ADUs) on the same lot or parcel. It is the main residential structure  
234 where the property owner or primary resident resides.

235  
236  
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242

**Secondary Dwelling:** A residential structure on a property that is subordinate in size to the primary dwelling. A secondary dwelling may include accessory dwelling units (ADUs) or other additional residential structures permitted by local zoning regulations. The secondary dwelling is characterized by its supportive role to the primary dwelling and may house additional occupants while conforming to the zoning standards applicable to such structures.

**Section 2.** This Ordinance shall become effective upon adoption and publication as required by law. (This section shall not be codified.)

Dated this \_\_\_\_ day of \_\_\_\_, 2024, at Menomonie, Wisconsin.

Enacted on: \_\_\_\_\_

OFFERED BY THE PLANNING, RESOURCES  
AND DEVELOPMENT COMMITTEE:

Published on: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_, Chair

ATTEST:

\_\_\_\_\_  
\_\_\_\_\_, County Clerk

COUNTERSIGNED:

Approved as to Form and Execution:

\_\_\_\_\_  
Nicholas P. Lange, Corporation Counsel

\_\_\_\_\_  
\_\_\_\_\_, Chair  
Dunn County Board of Supervisors

243

244

245

246

**Agreement Between  
Dunn County  
and the  
West Central Wisconsin Regional Planning Commission  
for the Update to the Dunn County Comprehensive Plan**

**I. Introduction**

This agreement is entered into by and between the West Central Wisconsin Regional Planning Commission (hereinafter referred to as the Commission) and Dunn County, Wisconsin (hereinafter referred to as the County).

Witnesseth That:

WHEREAS, the Commission is a regional planning agency duly constituted pursuant to the provisions of Section 66.0309, Wisconsin Statutes, that is authorized to enter into contracts to provide technical planning assistance to local governments and/or private entities; and

WHEREAS, the County desires to update the *Dunn County Comprehensive Plan*, adopted November 10, 2009 and revised on January 25, 2016, in a manner that meets the requirements of Wis. Stats. §66.1001; and

WHEREAS, the County would also like to incorporate an update to the County Farmland Preservation Plan into the updated County Comprehensive Plan; and

WHEREAS, the Commission has assisted counties and local municipalities in the region with the creation and updates of comprehensive plans and farmland preservation plans; and

WHEREAS, the County has determined that, in order to update the *Dunn County Comprehensive Plan* in an efficient, economical, and effective manner, it is necessary to procure the assistance of professional planners.

NOW, THEREFORE, in consideration of the mutual covenants and agreements as hereinafter set forth, the parties to this agreement do hereby agree to the following:

**II. Scope of Services to be Performed by the Commission**

The Commission, in cooperation with the County, will provide those services described in Attachment A, dated July 3, 2024, including:

- A. Update the *Dunn County Comprehensive Plan*, to include all standard content and meet the minimum requirements of Wis. Stats. §66.1001 as well as update and incorporate the *Dunn County Farmland Preservation Plan*. The plan update will include all items identified in Attachment A Scope of Work, excluding those items identified as optional. At the request of the County and by written, mutual agreement between the Commission and County, the Commission may conduct one or more of those optional activities described on page 6 of Attachment A.
- B. The Commission will provide the County with a copy of the final updated plan in PDF format along with two printed copies, one printed 24x36 full color preferred future land use map, and the GIS shapefile of the preferred land use layer.
- C. The Commission's role is limited to the update of the *Dunn County Comprehensive Plan*, including an update to the *Dunn County Farmland Preservation Plan*, as described in Attachment A. The Commission will assist the County in preparation of the public participation plan, public hearing notice, Plan Commission resolution, and County Board adopting ordinance as part of the required plan approval process. The Commission is not responsible for other ordinance development, additional public engagement activities, or developing detailed studies outside the planning scope and not specified in Attachment A.

**III. Responsibilities of the County**

The County agrees to perform the following services and to assume the following responsibilities with respect to this agreement:

- A. Those County responsibilities required to complete the activities described in Attachment A, including all communication with the Plan Committee, County Board, other County committees and County staff; provide materials and complete “homework” as described in Attachment A; review plan sections and identify proposed changes; required public noticing; required meeting minutes, conduct the public hearing; and any copying and distribution of the final draft and adopted comprehensive plan documents.

**IV. Time Schedule**

- A. The aforementioned services and items of work shall be performed during the period beginning September 15, 2024, and ending May 1, 2026, unless such period is amended by mutual agreement between the parties to this agreement. The Commission will adhere to the project schedule in Attachment A to the extent reasonably possible, though the actual schedule and timeline for completion can be influenced by factors outside the Commission’s control.
- B. The Commission and the County shall reserve the right to cancel this agreement upon thirty (30) days written notice to either party if either party determines that the other party has not performed properly in any substantial respect or if either party determines that the other party has failed, neglected or refused to carry out the terms of this agreement.

**V. Financial Payments**

- A. It is expressly agreed by and between the parties to this agreement that the aforementioned services will be provided at a cost not to exceed \$79,500, excluding any optional items, in response to billing(s) submitted by the Commission or as agreed to by the County and Commission.
- B. The services to be completed by the Commission under this agreement shall be performed in a reasonable and professional manner, acceptable to the County and its staff.
- C. In the event that the County decides to discontinue work on the contract before its completion, due to no fault on the part of the Commission, the Commission will charge the County only for work completed.

**VI. Title VI Non-Discrimination**

During the performance of this contract, the contractor assures that no person shall on the grounds of race, color, religion, national origin, sex, disability, or veteran status as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 (P.L. 100.259), and the U.S. Department of Transportation implementing regulations be excluded from participation, be denied the benefits of, or be otherwise subjected to discrimination in the execution of this contract. The Commission’s services will also be performed in accordance with the *West Central Wisconsin Regional Planning Commission Title VI Plan—Language Assistance Plan and Public Participation Plan* adopted September 11, 2014, and as amended November 9, 2023.

**VII. Miscellaneous Provisions**

- A. It is hereby understood and agreed upon by both parties thereto that this agreement is as and for the provision of certain, defined services, as set forth in Section II. In this respect and in its capacity under this agreement, the Commission and its employees, agents and officers are performing on an independent contractor basis and in no event shall the Commission, its agents, employees or officers be considered to constitute agents, employees, or officers of the County.



- B. The Commission shall not assign, transfer or subcontract this agreement without the approval of the County.
- C. This agreement may be modified or amended in writing by mutual agreement of the Commission and the County.
- D. The Commission shall furnish full worker's compensation coverage for all Commission employees.
- E. In the event a dispute arises regarding the performance of a party under this agreement, the parties shall meet and attempt to resolve the dispute. If the parties are unable to resolve the dispute, either party may immediately terminate this agreement. The County shall pay the Commission for any work performed up to the time of termination.
- F. The County and the Commission certify that no payment of money or any form of consideration has been offered to or given to a County employee for the purpose of procuring this agreement.
- G. All communications to the Commission concerning the terms and/or performance under this agreement shall be made to Scott Allen, Executive Director, and all communication pertaining hereto to the County shall be made to Anne Wodarczyk, Dunn County Planner / Zoning Administrator.
- H. Each person signing this agreement personally warrants and represents that he or she is duly authorized and empowered to enter into this agreement.

*SIGNATURE PAGE*

IN WITNESS WHEREOF, the Dunn County and the West Central Wisconsin Regional Planning Commission execute this agreement.

**Dunn County**

---

Date

---

*SIGNATURE PAGE*

IN WITNESS WHEREOF, Dunn County and the West Central Wisconsin Regional Planning Commission execute this agreement.

**West Central Wisconsin Regional  
Planning Commission**

\_\_\_\_\_  
John Frank, Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Joe Waichulis, Jr., Secretary/Treasurer

\_\_\_\_\_  
Date

# ATTACHMENT A

## Dunn County Comprehensive Plan & Farmland Preservation Plan Update

### Proposed Scope of Work

7/3/2024

#### Project Overview

- This scope of work may be modified by mutual agreement of Dunn County and the West Central Wisconsin Regional Planning Commission (WCWRPC).
- WCWRPC understands that Dunn County desires to update the County's Comprehensive Plan adopted in 2009, with revisions in 2016. As necessitated by State statute, the County would also like to incorporate an update to the County Farmland Preservation Plan.
- The following process would result in a comprehensive plan for the County that includes, but not significantly exceeds, the minimum essential requirements of Wis. Stats. §66.1001. The plan will also incorporate the requirement elements for a Farmland Preservation Plan under Wis. Stats. §91.10.
- The plan will ensure that the data, maps, and programs included in the plan are up-to-date and that the vision, goals, objectives, and policies/strategies reflect the current desires and direction of the communities.
- According to State statutes, the Plan Commission is responsible for creating, amending, and updating a community's comprehensive plan. This scope of work assumes that the County's Planning, Resources, and Development (PR&D) Committee will serve as the Comprehensive Plan Oversight Committee.
- WCWRPC will prepare items for meeting agendas along with promotional materials for special gatherings and surveys. The County will be responsible for reserving meeting rooms, posting all agendas, preparing and posting meeting minutes, and assisting with other coordination items that are typical for County meetings. The County will also be responsible for submitting, and cost of, the public hearing notice; WCWRPC will prepare the notice.
- A 16- to 18-month planning process is proposed with an October/November start date.
- In addition to open meetings and one public hearing, as required by WI Statutes, public input will also be obtained through the following methods:
  - Online community/public opinion survey
  - Mailed farmland owner survey
  - City, Village, & Town survey
  - 6 focus groups
  - 4 Zoned Town meetings (four zoned towns at each meeting)
  - 1 County Towns Association presentation
  - Optional regional community meetings
  - Optional open house

## **Project Schedule & Approach**

### **Month 1-2 Pre-Planning Activities:**

#### **Project Kickoff Meeting with County Planner**

- WCWRPC project lead meets with County Planner, or designee(s), to discuss the logistics for meetings, etc.

#### **WCWRPC to prepare County Comprehensive Plan Snapshot & draft Existing Land Use Maps**

- WCWRPC to prepare 2-4 page County Comprehensive Plan fact sheet that includes an overview of comprehensive planning, and the update process, as well as a county profile/data snapshot on important demographics, economics, housing, and land use conditions and trends.
- WCWRPC to prepare draft existing land use maps for Towns within the County. Land Use Maps, existing and future, will not be prepared for Cities and Villages.
- Collect & review existing plans that may be pertinent to the planning effort.

#### **County Planner Homework**

- Review draft Existing Land Use Map and provide edits
- Complete inventory assessment worksheet<sup>1</sup> and provide existing data & maps (or GIS/CAD files)
- Identify any specific partners (e.g. County EDC) that we should engage during the planning process
- Work with WCWRPC to identify initial focus group members
- Provide copy (electronic or hardcopy) of any Town plans, Strategic Plan(s)
- Provide any additional pictures, graphics, maps, studies, or materials that may be helpful

#### **County Board adopts public participation procedures via Resolution**

- WCWRPC provides the County with draft public participation procedures and resolution.

Note: This proposed planning process includes the statutorily-required notifications for all meetings, public hearing, and an online public survey, as means of inviting public participation.

WCWRPC recommends that all meetings (in-person or remote) be open to the public and WCWRPC welcomes public input and participation during these meetings. The methods of public noticing and public participation for these meetings is at the discretion of the County and in accordance with applicable State rules.

### **Month 2 MEETING #1- Plan Committee and WCWRPC (2.5 hours)**

- Review “What is a comprehensive plan?”, FAQs, the Committee’s role, and the project scope
- Discuss key demographic, housing, economic, and land use trends (from fact sheet)
- Issues and opportunities exercise
- Discuss draft questions for community survey

#### **WCWRPC to prepare promotional flyer & survey instruments for public engagement opportunities**

- Prepare promotional flyer for online community survey & farmland owner survey
- If included in scope, prepare promotional flyer for regional public meetings

---

<sup>1</sup> The Inventory Assessment Worksheet requests data and information that will be useful to the WCWRPC throughout the planning process, such as identifying existing County plans or ordinances, capacities and needs at County facilities, housing and sanitary permit data, County Capital Improvement Plan(s), and providing specific GIS data as available.

- Month 2-4      Dunn County District Quarterly Towns Association Meeting Presentation and Issues & Opportunities Exercise**
- Attend and present at the Dunn County District Quarterly Towns Association meeting to provide overview of the comprehensive planning project.
  - Obtain input on issues/opportunities as well as vision for the plan update.
  - Provide copies of promotional flyers and ask for assistance in promoting public engagement.
  - Recruit attendees to join focus groups and participate throughout the planning process.
- Month 2-4      Online Community Survey**
- An online survey will be conducted to get public input on various topics. The survey will be drafted with guidance from the Plan Committee during Meeting #1. Results will be used to inform the focus groups on issues and opportunities to address in the plan.
- Month 3-4      Mailed City, Village, and Town Survey (and Draft Existing Land Use Map for Comment for Towns)**
- A survey (and for towns, draft existing land use map), will be mailed to each City, Village and Town Clerk within the County. It is expected that one survey will be completed per community. City/village surveys will likely differ slightly from town surveys. The survey will help to gather feedback on issues/opportunities related to their specific community along with potential growth areas.
- Month 3-4      Mailed Farmland Owner Survey**
- A hardcopy survey will be mailed to Farmland owners with 30+ acres in unincorporated areas of the County. The survey results will help inform the Farmland Preservation Plan update and other elements of the Plan.
- Month 4-5      MEETING #2 – Plan Committee and WCWRPC (2.5-3 hours)**
- Review & discuss survey results
  - Visioning exercise
  - Select Focus Group Assignments and coordination
  - Finalize Existing Land Use Map
- Months 6-7      Focus Group Meetings (anticipate 6 focus groups, 2 hours each, 7-8 meetings total)**
- There will be a total of 6 focus groups:
1. Housing
  2. Water
  3. Economic Development
  4. Agriculture (2 meetings)
  5. Land use regulations
  6. TBD by Plan Committee (informed by survey results)
- Each focus group will meet once to provide direction on the specific topic. The Agricultural Focus Group will be the primary group to guide the update to the Farmland Preservation Plan update and will meet twice: (i) The first meeting will be used to provide Farmland Owner survey results, discuss the Land Evaluation Site Assessment (LESA) model, and obtain feedback/direction on changes to the model. (ii) The second meeting will be used to finalize a recommended farmland preservation map.

- Month 6-7 Project Check-In Meeting with County Planner**  
 - WCWRPC project lead meets with County Planner, or designee(s), to check-in on project progress and discuss any project concerns.
- Month 6-7 MEETING #3- Plan Committee and WCWRPC (2.5-3 hours)**  
 - Begin review of plan elements – Transportation and Utilities and Community Facilities
- Month 7-8 MEETING #4- Plan Committee and WCWRPC (2.5-3 hours)**  
 - Continue review of plan elements – Agricultural, Natural, and Cultural Resources
- Month 8-9 MEETING #5 – Plan Committee and WCWRPC (2.5-3 hours)**  
 - Continue review of initial draft plan elements – Economic Development & Housing – bring in information from the Housing and Economic Development Focus Groups
- Month 9-10 MEETING #6 – Plan Committee and WCWRPC (2.5-3 hours)**  
 - Discuss Intergovernmental Cooperation element  
 - Continue review of plan elements – Land Use Meeting 1  
 - Identify and discuss any special growth areas  
 - Discuss Preferred Future Land Use Map
- Month 9-10 Group Meetings with Zoned Towns**  
 - Meet with each Zoned Town, and any Town in the County considering zoning, in groups (expecting at least 4 groups with 4 Towns in each) to discuss the following:
  - Land Use Trends & survey results for their community (general public, farmland owners)
  - Draft Plan Recommendations
  - Draft Preferred Future Land Use Map
 - Mail draft plan recommendations and preferred future land use map to unzoned Towns with opportunity for review and comment
- Month 10-12 Project Check-In Meeting with County Planner**  
 - WCWRPC project lead meets with County Planner, or designee, to discuss check-in on project progress and discuss any project concerns.
- Month 11-12 WCWRPC will complete the working draft Plan**  
 - The working draft will not be 100% complete and may include some remaining discussion items.  
 - The working draft will be distributed to the Plan Committee.  
 - The Plan Committee will be asked to review the draft plan and come prepared to discuss at Meeting 8.
- Month 12-13 MEETING #7 – Plan Committee and WCWRPC (2.5-3 hours)**  
 - Provide information from meetings with Zoned Towns  
 - Review and discuss comments received at the Open House (if included in scope)  
 - Discuss Implementation Element  
 - Review the draft plan and address any remaining questions  
 - The Plan Committee may meet additional times without WCWRPC to discuss the working draft plan
- Month 12-14 Public Hearing Draft Plan Completed & Distributed**  
 - WCWRPC provides County Planning Staff with Public Hearing Draft Plan and draft adopting documents (Resolution and Ordinance).  
 - County may conduct additional review of the draft and request changes from WCWRPC.

- County Planning Staff to distribute the Public Hearing Draft Plan to the Plan Committee, County Board, library, and any other designated locations.
- County Planning Staff will also ensure a copy of the Public Hearing Draft Plan is available at the County Planning Offices for review during regular office hours and on the County website.

#### **Month 14-16 Public Hearing Notice & Notifications**

- WCWRPC will provide draft public hearing notice to County for publication and posting a minimum of 30 days in advance of the public hearing.
- WCWRPC will notify communities and adjacent/overlapping jurisdictions of the public hearing
- County Planning Staff to provide names and addresses of any individuals with non-metallic mining interests to WCWRPC.
- At least 30 days in advance of the public hearing, WCWRPC will send notice of the public hearing to those with non-metallic mining interests as identified by the County.

#### **Month 15-17 Public Hearing and Plan Adoption**

- If desired by the County, WCWRPC staff will present highlights from the planning effort at the public hearing.
- Planning & Zoning Committee and/or County Board conducts Public Hearing on draft ordinance.
- Planning & Zoning Committee adopts resolution to recommend adoption of the plan.
- County Board responds to any public written comments on the plan.
- County Board adopts the plan by ordinance.

#### **Month 16-18 Post Adoption Items**

- WCWRPC integrates the ordinance and resolution into the plan and provides the adopted plan to the County in PDF format, two printed copies of adopted plan along with one printed 24x36 full-color preferred future land use map. WCWRPC will also provide the County with the GIS shapefile for the County's preferred future land use layer.
- WCWRPC will distribute an electronic PDF of the adopted plan along with one printed 24x36 full-color preferred future land use map to all zoned towns within the County.
- WCWRPC will distribute an electronic PDF of the adopted plan to all cities, villages, and unzoned towns within the County.

### **Other Logistics**

- The timeline will be adjusted as needed to accommodate any unanticipated delays.
- This scope of work is to update Dunn County's Comprehensive Plan and incorporate an update of the County Farmland Preservation Plan. The project scope does not include feasibility analysis or site-specific studies, but may identify related issues, potential priorities, and related recommendations.
- While existing County or local regulations will be reviewed and potential changes discussed, new ordinance development, model ordinances, and updates to existing regulations and the zoning map are not included as part of the project scope.
- The County may conduct additional meetings, work groups, research, and other activities in support of the plan update, then compile this information for use by WCWRPC in the plan update.



## Cost Estimate

### **WCWRPC's project cost without optional items: \$79,500**

General Plan Development:	\$22,333
Farmland Preservation Planning:	\$4,384
Committee & Town Engagement Meetings:	\$25,405
Focus Group Meetings :	\$14,884
Public Opinion & Municipal Surveys:	\$12,495
<b>Total WCWRPC Project Costs (w/o optional items):</b>	<b>\$79,500</b>

### Optional Activities for Consideration:

#### **Month 2-4    OPTIONAL: Regional Public Meetings (4 – one in each county quadrant)**

- Facilitate a regional meeting in each quadrant of the county to provide overview of project
- Encourage attendees to complete upcoming community survey
- Engage attendees to provide input on issues/opportunities and undertake a visioning/goal exercise

**Cost: \$8,900**

#### **Month 12-13    OPTIONAL: Open House on Draft Plan (2 hours)**

WCWRPC will present the draft plan and allow attendees to provide comments on the plan.

**Cost: \$3,200**

#### **Month 3-4    OPTIONAL: Hardcopy Community Survey**

In addition to the online community survey, WCWRPC would prepare a PDF of the survey that the County could print, distribute and collect. WCWRPC will enter up to 50 hardcopy surveys with the County to enter any additional surveys collected.

**Cost: \$625**

#### **Month 16-18    OPTIONAL: Executive Summary or Poster Plan**

- 1- to 2-page poster with vision, key issues/focus areas, priority recommendations, & future land use map.
- WCWRPC may request County Staff and/or Plan Committee input on draft poster, perhaps as part of Meeting #7

**Cost: \$2,520**

**DUNN COUNTY BOARD OF SUPERVISORS**  
**DRAFT 2025 LEGISLATIVE AGENDA**

Dunn County seeks the support of the State elected representatives representing the citizens of the County on the following issues:

**1. Land Use**

- A. Support establishment of a Wisconsin Legacy Fund to support core conservation and environmental programs and practices;
- B. Request full funding for all local Land Conservation staff according to formula contained in Chapter 92.14(6)(b) of Wisconsin Statutes;
- C. Update state livestock siting regulations and procedures (ACTP 51) to provide local governments with meaningful permitting, siting and regulatory authority over very large CAFO operations that have significant impact on local environmental and land use concerns;
- D. Support increased farmer assistance by providing increased funding to farmers for conservation including funding for managed grazing initiatives and producer-led watershed efforts;
- E. Support for allowing efficient access to data and local input of land-spreading of human septage, municipal waste and industrial waste;
- F. Support for counties to retain a larger portion of the real estate transfer fee. Recommend 50 percent of fee retained for the local county;
- G. Recommend revising Chapter 33 Wis. Stats. to allow for absentee voting as a part of the annual meeting or a special meeting of a lake district;

**2. Health and Human Services**

- A. The complexity of mental health and drug-related child welfare cases and the intensity of services have created increased challenges for the child welfare system. These burdens on the families and systems create a need to increase the Children and Families Allocation (CFA) by 20%.
- B. Increase funding to Aging and Disability Resource Centers in the amount of \$32 million to reduce historical inequities in funding, to keep pace with expanding needs, and to allow full funding of mandated services.
- C. Provide a \$4 million dollar increase in the Birth to 3 state GPR allocation and provide annual GPR increases to cover the growth in caseload and service costs.
- D. Continued support for Medicaid expansion in Wisconsin by accepting \$1.6 million in federal support to increase health care options and services.
- E. Increase funding for Mental Health Services
  - ✓ The public mental health system in Wisconsin is in need of additional resources to respond appropriately to the needs of individuals experiencing a mental health crisis. Provide \$21 M annually for Medicaid-reimbursable Crisis Intervention Services statewide.
  - ✓ Increase Medicaid reimbursement rates for mental health providers.
  - ✓ Community Support Programs (CSP) prevent individuals with severe and persistent mental health needs from extended hospitalizations. Provide \$20 M annually for Community Support Programs (CSP).
- F. County agencies have felt the strain of Adult Protection Services due to an increase in the number of older persons, co-occurring issues, lack of safe locations for persons with dementia, lack of caregivers, and lack of adequate funding for people with disabilities. Provide a \$10 M increase in GPR funding to counties for APS.

- G. Preserve the statutory authority of public health agencies for control of communicable diseases and other public health threats.
- H. Provide at least \$36 million in funding to support public health infrastructure in the state, with half of the funding allocated to local public health agencies to support communicable disease investigation and mitigation.
- I. Support increased County Veteran Services Officer Grant funds to mitigate the impacts of static funding for well over 10 years.
- J. Advocate and support the federal funding for County Veteran Service offices. Historically, there has never been federal funding to support Veteran Services Offices.

**3. Committee on Administration & Planning Resources and Development:**

- A. Support an increase in funding to the Wisconsin Land Information Program, to maintain existing services, statewide mandated initiatives, and expanded services. These services increase the availability and accuracy of vital land records data to improve the efficiency of government and provide improved government services to both private sector and internal and external governmental stakeholders. Reference legislative proposal LRB 5300/LRB 5447.

**4. Nursing Homes:**

- A. To increase funding for Nursing and Certified Nursing Assistant (CNA) and nursing programs at Wisconsin colleges and facilities. There is currently a workforce crisis across most industries. One of the industries hit hardest by this crisis is healthcare, and more specifically long-term care. There are simply not enough nursing assistants or nurses to care for our rapidly increasing aging population. Increasing funding and resources for nursing and CNA educational programs would assist increase the number of CNAs and nurses.
- B. Increase availability of nursing programs to all UW system schools, as currently certain universities are not able to have nursing programs. Every year the nursing programs have waiting lists. For some students that discourages them from nursing, and they eventually change majors. Increasing the funding to have additional seats in current classrooms and adding nursing majors to all universities would help keep more student on the path to becoming health care workers.

**5. Financial**

- A. Support modifying the annual levy limit to include exemptions for the costs of services or programs mandated by state law that cannot be fully funded with state appropriations and required county appropriations;
- B. Encourage the State to amend the annual levy limit law to allow counties to increase the levy over the amount levied in the prior year by the percentage increase in equalized value from net new construction plus CPI for the region in which the county is located. If no new construction occurred in a county, then the allowable levy increase may equal CPI for the region;
- C. In lieu of making changes to levy limits, modify the ability of counties to impose up to a 1% sales tax;
- D. Support legislative reform of the funding structure of the Wisconsin Technical College System, including increased state funding, reduction of the threshold for issuance of debt without approval by referendum, and review of duplication of educational services between the UW System and the Wisconsin Technical College System.

**6. Roads and Highways**

- A. Support an increase in the gas tax which is sustainable and comparable to all states

- throughout the upper Midwest and Great Lakes Regions;
- B. Support an increase in Transportation Aids, and changes to the distribution formula that would take into account increases in costs and decreased purchasing power of counties resulting from inflation, the flattening of revenues from the gas tax due to increased fuel economy, increased use of electric vehicles and alternative fuels, and, potentially, fewer commuter miles as more workers telecommute;
  - C. Support long term alternatives to and solutions for loss of gas tax revenue for highway funding that take into account the flattening and decrease of “real “ gas tax revenues caused by increased use of electric vehicles and alternative fuels and decreases in commuter miles;
  - D. Support increased funding for local road and bridge assistance programs, such as the Surface Transportation Program Rural (STP-R), the Surface Transportation Program Urban (STP-U), Local Bridge Improvement Assistance (Local Bridge Program), the Local Road Improvement Program (LRIP, and the Highway Safety Improvement Program (HSIP).

**7. Community Resources & Tourism**

- A. Support allocation of State funds to encourage and develop rural and agricultural Tourism;
- B. Continued support for increased funding for rural broadband expansion.
- C. Request that Legislature revisit 2023 changes made the regulation of alcohol and wedding barns with an eye towards considering the impact and needs on the wedding barn industry.

**8. Health and Human Services & Planning Resources and Development:**

- A. Advocate for a statewide groundwater assessment and monitoring initiative. Additionally fund mitigation of problems that are identified in groundwater quality and secure funding for long-term, private drinking water protection, monitoring and remediation program.



State of Wisconsin  
2023 - 2024 LEGISLATURE

LRB-0647/1  
ZDW:skw

## 2023 SENATE BILL 58

February 14, 2023 - Introduced by Senators COWLES, TESTIN, BALLWEG, CABRAL-GUEVARA, PFAFF, ROYS and SPREITZER, cosponsored by Representatives KITCHENS, NOVAK, SHANKLAND, KRUG, C. ANDERSON, J. ANDERSON, ANDRACA, ARMSTRONG, BALDEH, BEHNKE, CONSIDINE, DONOVAN, EMERSON, GREEN, JOERS, KNODL, MOSES, MURSAU, OLDENBURG, PETRYK, PLUMER, ROZAR, SNODGRASS, SNYDER, SPIROS and SUBECK. Referred to Committee on Agriculture and Tourism.

1     **AN ACT to repeal** 281.75 (2) (e), 281.75 (9) (a) and 281.75 (11) (ae); **to renumber**  
2             **and amend** 281.75 (5) (f) and 281.75 (9) (b); **to amend** 281.75 (7) (c) 7., 281.75  
3             (11) (a) 8. and 281.75 (11m); and **to create** 281.75 (2) (g), 281.75 (5) (f) 2., 281.75  
4             (7) (d) and 281.75 (9) (am), (bm), (c) and (d) of the statutes; **relating to:** nitrate  
5             contamination and the well compensation grant program.

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### *Analysis by the Legislative Reference Bureau*

This bill expands eligibility for nitrate-contaminated wells under the well compensation grant program administered by the Department of Natural Resources.

Under current law, an individual owner or renter of a contaminated private well, subject to eligibility requirements, may apply for a grant from DNR to cover a portion of the costs to treat the water, reconstruct the well, construct a new well, connect to a public water supply, or fill and seal the well.

Under current law, a well that is contaminated only by nitrates is eligible for a grant only if the well is a water supply for livestock, is used at least three months in each year to provide more than 100 gallons of water per day for consumption by livestock, and contains nitrates in excess of 40 parts per million. Under the bill, the only eligibility requirement for a well that is contaminated only by nitrates is that the well is used at least three months in each year.

Current law requires DNR to allocate money for payments of claims under the program according to the order in which claims are received. The bill retains this

**SENATE BILL 58**

requirement but provides that, among claims for contamination only by nitrates, DNR must allocate payments according to a specified priority ranking.

Also under current law, a residential well that is contaminated only by bacteria is not eligible for a grant unless the well is in an area that is contaminated by fecal bacteria and the contamination is caused by livestock. The bill eliminates this restriction.

The bill also requires DNR to award grants for the remediation method that is most effective for the health and welfare of the claimant. Finally, the bill requires DNR to report to the Joint Committee on Finance after the end of each fiscal year on the number of applicants under the well compensation program and the number and amounts of grants provided during that fiscal year.

For further information see the state and local fiscal estimate, which will be printed as an appendix to this bill.

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***The people of the state of Wisconsin, represented in senate and assembly, do enact as follows:***

1           **SECTION 1.** 281.75 (2) (e) of the statutes is repealed.

2           **SECTION 2.** 281.75 (2) (g) of the statutes is created to read:

3           281.75 (2) (g) Submit a report to the joint committee on finance after the end  
4 of each fiscal year that includes the number of claims submitted and the number and  
5 amounts of awards provided under this section during that fiscal year.

6           **SECTION 3.** 281.75 (5) (f) of the statutes is renumbered 281.75 (5) (f) 1. and  
7 amended to read:

8           281.75 (5) (f) 1. The Subject to subd. 2., the department shall allocate money  
9 for the payment of claims according to the order in which completed claims are  
10 received. The department may conditionally approve a completed claim even if the  
11 appropriation under s. 20.370 (6) (cr) is insufficient to pay the claim. The department  
12 shall allocate money for the payment of a claim which is conditionally approved as  
13 soon as funds become available.

14           **SECTION 4.** 281.75 (5) (f) 2. of the statutes is created to read:

**SENATE BILL 58**

1           281.75 (5) (f) 2. For claims of contamination by nitrates and not by any other  
2 substance, the department shall allocate money for the payment of those collective  
3 claims as provided under subd. 1. but shall allocate money for the payment of  
4 individual claims according to the priority order established under sub. (9). The  
5 department shall determine the method for allocating money for the payment of  
6 those claims in the manner that most effectively accomplishes the requirements of  
7 this paragraph and sub. (9).

8           **SECTION 5.** 281.75 (7) (c) 7. of the statutes is amended to read:

9           281.75 (7) (c) 7. If the claim is based on a ~~contaminated~~ water supply that is  
10 eligible under sub. (11) ~~(ae)~~ contaminated by bacteria, the cost of properly  
11 abandoning any improperly abandoned private water supply located on the property  
12 owned or leased by the claimant.

13           **SECTION 6.** 281.75 (7) (d) of the statutes is created to read:

14           281.75 (7) (d) The department may issue an award only for the eligible cost  
15 under this subsection that the department determines is the remediation method  
16 that is most effective for the health and welfare of the claimant.

17           **SECTION 7.** 281.75 (9) (a) of the statutes is repealed.

18           **SECTION 8.** 281.75 (9) (am), (bm), (c) and (d) of the statutes are created to read:

19           281.75 (9) (am) Water containing nitrates in excess of 40 parts per million  
20 expressed as nitrate-nitrogen.

21           (bm) Water containing nitrates in excess of 30 parts per million expressed as  
22 nitrate-nitrogen.

23           (c) Water containing nitrates in excess of 25 parts per million expressed as  
24 nitrate-nitrogen.

**SENATE BILL 58****SECTION 8**

1 (d) Water containing nitrates at no fewer than 10 parts per million and not in  
2 excess of 25 parts per million expressed as nitrate-nitrogen. Notwithstanding sub.  
3 (11) (b) 2., for awards under this paragraph, the department shall emphasize the use  
4 of reverse osmosis or similar methods prior to well remediation methods if the  
5 department determines reverse osmosis or similar methods are the most effective  
6 option for the health and welfare of the claimant.

7 **SECTION 9.** 281.75 (9) (b) of the statutes is renumbered 281.75 (9) (intro.) and  
8 amended to read:

9 281.75 (9) CONTAMINATION STANDARD; NITRATES. (intro.) Notwithstanding the  
10 requirement of contamination under sub. (7), ~~if a private water supply meets the~~  
11 ~~criteria under par. (a) and the claim is for claims~~ based upon contamination by  
12 nitrates and not by any other substance, the department may make an award only  
13 if the private water supply ~~produces water containing nitrates in excess of 40 parts~~  
14 ~~per million expressed as nitrate-nitrogen.~~ is used at least 3 months each year and  
15 shall make awards in the following order of priority:

16 **SECTION 10.** 281.75 (11) (a) 8. of the statutes is amended to read:

17 281.75 (11) (a) 8. If the claim is based on a contaminated private water supply,  
18 the contaminated private water supply is a residential water supply, that is  
19 contaminated only by bacteria ~~or nitrates or both~~, and is not contaminated by any  
20 other substance, ~~except as provided in par. (ae)~~ and the contamination does not pose  
21 a risk to human health.

22 **SECTION 11.** 281.75 (11) (ae) of the statutes is repealed.

23 **SECTION 12.** 281.75 (11m) of the statutes is amended to read:

24 281.75 (11m) ABANDONMENT OF CERTAIN PRIVATE WATER SUPPLIES. If the  
25 department determines that there is an improperly abandoned private water supply



**SENATE BILL 58**

1 located on property owned or leased by a claimant with a ~~contaminated~~ private water  
2 supply that is ~~eligible under sub. (11) (a)~~ contaminated by bacteria, the department  
3 may issue an award only if the claimant properly abandons the improperly  
4 abandoned private water supply.

5

(END)