

Chapter 2.44

DEPARTMENT OF PLANNING AND DEVELOPMENT

Sections:

- 2.44.010        Creation.
- 2.44.015        Departmental program responsibilities.
- 2.44.020        Department programs and attached boards and commissions.
- 2.44.030        Program responsibilities.

2.44.010 Creation.

A.        There is created a department of planning and development under the direction and supervision of a director who shall be appointed under 3.01.010 A. on the basis of recognized interest, administrative ability, training, experience and knowledge of the fields of comprehensive planning, land use management and building code administration, land and water conservation, emergency management, geographic information system (GIS), land information, sustainability, solid waste management, emergency management, and economic and community development.

B.        The director shall be responsible to the county board through the committee on planning and development for the administration of departmental policies and programs. The director shall appoint, and be responsible for the management of all county board authorized personnel in the department. (Ord. 165-35, Sec. 3, 2022; Ord. 161-19, Sec. 1, 2017; Ord. 147-80, Sec. 9, 2003; Ord. 126-28 Sec.9, 1982; Ord. 80-81/247 Sec.1(part), 1980).

2.44.015 Departmental program responsibilities. The department shall have the following general program responsibilities:

A.        Preparation of comprehensive plans and other community development plans and assistance to the municipalities in the county in such areas;

B.        Providing staff resources and liaison service between the committee on planning and development and county municipalities in the areas of planning, zoning, and community development;

C.        Issue an analysis of any proposed municipal annexation or detachment of county-owned lands, or easements on or over them, and shall file copies of all executed easement maps in the department;

D.        Preparation of short and long range planning documents and studies assigned by the committee or county board; assisting other departments in their planning and implementation of adopted plans under the department's jurisdiction;

E.        Preparation and submittal of authorized grant applications for state or federal funding, and administration of grant aid programs assigned thereto;

F. Administer Chapter 16.18 on sale or transfer of minerals and mineral rights on county land.

G. Support the economic development initiatives as identified in the County's Strategic Plan.

H. Providing staff assistance to the County Library Services Council and administration of the County Library Services Contract.

I. Administration and supervision of emergency services and disaster planning.

J. To perform the functions and duties of the land information office as defined in Wis. Stat. § 59.72.

K. Coordination and administration of the county solid waste management program to meet the responsible unit's (RU) eligibility requirements as required by Wis. Stat. §§287.09 and 287.11 and set forth by the Wisconsin Department of Natural Resources.

L. Develop and maintain county base mapping, including: tax parcel, street centerline and address 9-1-1, supervisory districts, zoning districts, and other essential digital data. (Ord. 165-35, Sec. 4, 2022; Ord. 161-19, Sec. 2-3, 2017; Ord. 154-20, Sec. 5, 2010; Ord. 141-03, Sec. 1, 1997; Ord. 133-72, 1989; Ord. 130-16 Sec. 9, 1986; Ord. 127-89 Sec. 5, 1984; Sec. 2, 1982; Ord. 81-82/421 Secs. 2M, 2P and 3, 1982; Ord. 80-81/247 Sec. 1 (part), 1980).

#### 2.44.020 Department programs and attached boards and commissions.

A. There are created in the department the programs enumerated in 2.44.030, each to be headed by an administrator appointed by the director of the department with the approval of the committee. Each program shall have the responsibilities assigned in this chapter as well as other departmental duties authorized in 2.44.015 that may be delegated thereto by the director. The program manager shall be responsible for the programs oversight therein and shall be accountable to the director.

B. The Board of Land Use Appeals and the Land Conservation Commission are attached to the department for administrative purposes. (Ord. 165-35, Sec. 5, 2022; Ord. 161-37, Sec. 3, 2018; Ord. 161-003, Sec. 2, 2017; Ord. 135-94, Sec. 1, 1991; Ord. 127-89 Sec. 6, 1984).

#### 2.44.030 Program responsibilities.

A. Land Use Controls. The program shall administer and enforce Title 18 dealing with zoning and subdivision controls; Title 20 Shoreland Protection Overlay District, Chapter 15.01, the Uniform Dwelling Code; Wis. Stat. § 59.69, as provided in Title 18;

B. Land Records. The program shall oversee the county remonumentation program which is responsible for the accurate perpetuation and preservation of county public land survey system monuments. Additionally, the land records program shall:

1. Perform reviews of land division documents, such as certified survey maps, subdivision plats and condominium plats to ensure compliance with state statute, administrative code and county code.

2. Make and maintain a file of all surveys performed within the county and create an index of those surveys for purpose of research, furnishing copies of those maps upon request.

3. Oversee real property listing and the maintenance and development of the master file of real property in the county as provided in Wis. Stat. § 70.09(2), and shall further:

a. Prepare and maintain accurate lists and descriptions of all parcels of real property in the county which are subject to tax and also those which are exempt from such tax;

b. Provide lists, maps and descriptions of real property tax parcels in the county for the use of municipal assessors and clerks and county offices requiring such lists and descriptions;

c. Import and link assessment data to parcels of real property as supplied by municipal and state officials;

d. Coordinate with the information systems department, the needs and requests of the assessors, clerks and treasurers;

e. Assist the public on questions relating to real property descriptions and ownership;

f. Assist the municipal assessors, clerks and treasurers with questions dealing with real estate descriptions and ownership;

C. Planning. The program shall be responsible for the following:

1. Preparing community development grant applications including need assessments, feasibility studies, environmental review of records and impact statements, application drafting, and monitoring of state and federal funding sources, as well as similar activities for other departments of the county;

2. Managing comprehensive planning and community development programs including development of program budgets, monitoring programs in light of their schedules and goals, and insuring compliance with state and federal regulations;

3. Assisting county communities in the establishment and management of comprehensive planning & community development programs;

4. Managing the County's sustainability program.

5. Preparing long and short range plans and studies in such areas as land use, farmland preservation, outdoor recreation, decennial census, solid waste management and special planning projects;

6. Preparing reports and analyses and assisting in the administration of county land use regulations.

7. Managing the solid waste management program, as authorized by Wis. Stat. §§ 287.09 and 287.11.

D. Land Conservation. The program shall have the program responsibilities authorized in Title 17.

E. Geographic Information System. The program shall maintain the production of the county base map, provide access to public mapping records, and fulfill mapping and data-distribution requests.

F. Emergency Management. The program is responsible for meeting the requirements of Wis. Stat. ch. 323 Wisconsin Emergency Management as well as applicable federal grants.

1. Operate the program using the emergency management principles of preparedness, mitigation, response, and recovery.
2. Update and maintain emergency plans using the “all-hazards” approach.
3. During emergencies and disaster situations, act as liaison between emergency services, county administration, and state and federal emergency management agencies to identify any resource requests and assist with life-safety and property preservation outcomes.
4. Create and lead exercises to help improve emergency response, safety, and resilience from emergency service agencies, community organizations, and other interested organizations. (Ord. 165-35, Secs. 6 & 7, 2022; Ord. 161-19, Sec. 4, 2017; Ord. 161-003, Sec. 3, 2017; Ord.142-39 Sec.1, 1998; Ord.141-03, Sec.1, 1997; Ord.137-33, Sec.3, 1993; Ord. 135-94, 1991; Ord. 130-16 Sec.10, 1986; Ord. 126-28 Secs.11, 12, 1982; Ord. 126-3 Sec.3, 1982; Ord. 81-82/112 Sec.2, 1981; Ord. 80-81/247 Sec.1(part), 1980).

## Chapter 2.48

### PARKS

#### Sections:

- 2.48.070 Boating--County-owned park regulations.
- 2.48.110 Aquatic recreation provisions--Applicability and enforcement.
- 2.48.120 Aquatic recreation provisions--Wis. Stat. §§ 30.65, 30.66(1) and (2) and 30.68 adopted.
- 2.48.130 Aquatic recreation provisions—Boating regulations.
- 2.48.140 Aquatic recreation provisions--Markers and navigational aids.
- 2.48.150 Aquatic recreation provisions--Violation--Penalties.

2.48.070 Boating--County-owned park regulations. No person while within the limits of a county-owned or operated park in the county shall:

- A. Put a boat in or out of the water in other than a designated launching area;
  - B. Moor a boat other than in a designated mooring area;
  - C. Use a motor on a boat in Coon Fork Lake except for electric trolling motors.
- (Ord.142-84 Sec.2, 1999; Res. (part) and Sec.4 of Ord. dated November 15, 1966).