

Town of Round Lake Land Use Planning Commission Regular Meeting

**Tuesday January 6th, 2025, 6:30 p.m. at Town Hall (10625 N County Road A)
and via Virtual Platform**

Join the meeting link:

<https://townofroundlake.my.webex.com/townofroundlake.my/j.php?MTID=m59c0b3449e825bcf8fed3026b7e2ee40>

Join by meeting number:

Meeting number (access code): **2553 513 3190**

Meeting password: GNwRMEC54G3 (46976325 when dialing from a phone or video system)

- 1. Call to Order – 6:30 p.m.**
- 2. Certification of Proper Meeting Notice (§ 19.84)**
- 3. Approval/Reordering of Current Agenda**
- 4. Approval of Minutes - December 9th Regular Meeting**
- 5. Audience Recognition and General Comments**
 - a. Members of the public will have the opportunity to address the Land Use Planning Commission (LUPC). Comments will be limited to three (3) minutes per person and must be directed to the Commission. The LUPC cannot take action on any matter that is not listed on this agenda in accordance with Wis. Stat. Ch. 19 (Open Meetings Law). Individuals wishing to speak are asked to sign in and complete a public comment sheet before the start of the meeting.
- 6. Discussion and Possible Action – Town Board Approval of Land Use Application for Accessory Structure Exemption at 9725 N Thunderbird Road**
 - a. Consideration of a Town Board approval request submitted by Jason J. and Dana M. Buhs, owners of property located at 9725 N Thunderbird Road, Hayward, WI 54843 (Tax ID 42471), for an accessory structure exemption under Section 4.211 of the Sawyer County Zoning Ordinance. The proposed exemption pertains to a reduced roadway setback for a detached accessory structure of less than 600 square feet and under 18 feet in height. Pursuant to § 4.211(1)–(4), such construction may be permitted with Town Board approval if site constraints prevent compliance with the standard setback, provided that:
 - i. The structure maintains at least a 22-foot setback from the road right-of-way (if facing the road) or 12 feet (if side-loaded),
 - ii. Vehicles and equipment are not stored within the right-of-way, and
 - iii. All other ordinance standards are met
- 7. Discussion/Possible Action – Development of a Potential Junk or Public Nuisance Ordinance**

- a. Discussion and possible action regarding the Town Board's request that the Land Use Planning Commission begin exploring the creation of a Town Junk or Public Nuisance Ordinance. The Commission will review the potential benefits and challenges associated with adopting such an ordinance, including enforcement considerations, impacts on property owners, and consistency with existing County and State regulations. The Commission will also review and discuss a sample ordinance derived from relevant Wisconsin State Statutes as a starting point for further analysis and potential drafting.
- b. Review and discussion of a sample ordinance from the Town of Dewhurst, Wisconsin.

8. Discussion/Possible Action – Sawyer County Request for Town Input on Proposed Zoning Ordinance Amendments (Apartments and Bakeries)

- a. Discussion and possible action regarding a request from the Sawyer County Zoning & Conservation Department seeking Town input on proposed amendments to the Sawyer County Zoning Ordinance. The proposed amendments would allow apartment complexes as a Conditional Use within the Commercial One (C-1) zoning district and allow bakeries as a Conditional Use within Agricultural One (A-1) and Agricultural Two (A-2) zoning districts. The Commission will review the potential benefits, challenges, and impacts of these proposed changes, including land use compatibility, infrastructure considerations, and consistency with the Town of Round Lake Comprehensive Plan.

9. Discussion/Possible Action – Rezone Request RZN #26-003, Nicholas Sokup

- a. Discussion and possible action regarding Rezone Request RZN #26-003 submitted by Nicholas Sokup, requesting that Tax ID 39750; Parcel #024-741-02-2408; approximately 0.640 acres, with a site address of 10491 W Night Hawk Lane, be rezoned from Commercial One (C-1) to a different zoning classification as specified in the application. The Commission will review the request for consistency with the Town of Round Lake Comprehensive Plan, surrounding land uses, and applicable Sawyer County zoning standards.

10. Discussion/Possible Action – Conditional Use Permit (CUP) #26-002, Chad and Robyn Steffens

- a. Discussion and possible action regarding Conditional Use Permit (CUP) #26-002 submitted by Chad and Robyn Steffens for an accessory structure on vacant land located at 12797 W Goldfinch Lane, identified as Tax ID #26567; Parcel #024-841-11-4307; approximately 5.714 acres, zoned Residential/Recreational One (RR-1). The Commission will review the request for compliance with County zoning requirements, Town land use policies, and potential impacts to adjacent properties.

11. Working Session – Town Survey: Next Steps for Initiating the 2026 Community Survey

12. Discussion and Possible Action – Report on Parcels Zoned AG and Less Than 5 Acres.
Review and discussion of the report on parcels currently zoned AG and less than 5 acres, with possible action on next steps.

13. Town Board Meeting Report (presented by Ginny Chabek)

- a. Update on the Buhs accessory structure / shed request
- b. Update on the Jeremy Hill request

14. Future Agenda Items

- a. Commission discussion of items to be included on the next regular or special meeting agenda.

15. Correspondence – Discussion only; no action will be taken.

- a. Response letter from Sawyer County Health and Human Services regarding the Chief River Road property

16. Schedule for the next meeting – Establish date and time for the next regular Land Use Plan Commission meeting

17. Adjournment

Discussion and possible action may occur on items specifically noticed as such.

Note: It is possible that members of, and possibly a quorum of, other decision-making bodies of the Town of Round Lake — such as the Town Board, the Plan Commission, or other Town committees and commissions — may be present at this meeting to gather information about subjects over which they may have decision-making responsibility.

Such presence may constitute a meeting of those other bodies pursuant to *State ex rel. Badke v. Greendale Village Board*, 173 Wis. 2d 553 (1993). No action will be taken by any body other than the Land Use Planning Commission at this meeting, and no action will be taken except as specifically noticed on the agenda.

Notice posted on Sunday, January 4, 2026, by Frank Leuschen III, Clerk, Town of Round Lake.

Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through appropriate aids and services. Please contact the Town Clerk at (715) 462-9271 to request such accommodation.

ROUND LAKE PLAN COMMISSION REGULAR MEETING MINUTES

Tuesday, December 9, 2025

1. Call to order

The regular meeting of the Town of Round Lake Plan Commission was held at the Town Hall and virtually on 12/9/25.

The meeting was called to order at 6:30 pm by Ginny Chabek
Don Stover as Secretary.

2. Certification of meeting posting – Posted on the website and Town Hall Posting Box and Recycling Center by the Town Clerk.

Attendees - Ginny Chabek, Don Stover, Scott Verbeck, Kimberly Kayler (virtually), Martin Hanson (virtually), Ed Haugen. Christina Hill (absent).

Audience – Jeremy Hill, Sara and Pat Delany, Jim Strandlund, Town Chairman, Frank Leuschen III, Town Clerk.

DRAFT

3. Approval of agenda – Request by Scott Verbeck to correct agenda date. Motion to approve agenda: Hanson / Stover, motion carried

4. Approval of minutes for the November 11th Regular Meeting. Request by Martin Hanson to add to line 11d; “trees were replaced at least once”. Motion to approve minutes: Haugen / Verbeck, motion carried

5. Audience recognition – Comments Only

Scott Verbeck, Bethel Rd., concerned that the Plan Commission voted 5 to 2 at the October 7th meeting to recommend to Town Board not to renew the contract with HLVCB and rescind The Room Tax ordinance. Stating that the funds the Town receives could be used for various projects.

6. Discussion and Possible Action – Certified Survey Map (CSM) Review.

Issue discussed by Plan Commission.

Property owners / surveyor not present.

Questions raised by PC regarding distance of “south shed” to Moose Lake Rd. and distances to adjacent properties.

Motion to table issue until next month, Chabek / Hanson, motion carried.

7. Discussion and Possible Action – Town Board Approval of Land Use Application for Accessory Structure Exemption at 9725 N Thunderbird Road.

Property owners not present.

Discussion on possibly moving shed to the south. Site visit determined this was not a viable option.

Motion to recommend to the Town Board to not approve exemption due to owners not following County ordinance, Verbeck / Hanson, Motion carried.

8. Conditional Use Permit (CUP #25-055) – White Stag Real Estate LLC / Stone Hearth Acres LLC.

It was discussed that the original CUP stays with the property not the new owners. Additionally this Should be considered a new request.

Property does not transfer to the new owners until April, 2026.

The current owners nor the new buyers were present.

Discussion on the proposed uses of the property. Conditions were made from the 12 Project History & Summary of Request list in the County Staff Report.

Discussion on the requested maximum capacity of 250. That number should reflect the capacity of the Barn and any temporary tent.

Also consider the capacity of available parking spaces.

#2 No overnight occupancy in parking area or grounds.

#12 Get conformation of where driveway will be located. Driveway must be a 2-way.

Additional Conditions;

Alcohol can only be served at the Event Barn, Tent, or Farmhouse. This condition should be written into the liquor license.

No amplified music.

No fireworks.

Motion to table for more information, Verbeck / Chabek, motion carried.

9. Request for Town Road Through County Forest – Proposed Public Birkie Trailhead (Hill Construction / Jeremy Hill).

Jeremy Hill explained proposal.

Proposed new road, approx. 700' would be gravel and built to Town Standards and maintained by Hill. Town might be asked to take over road in the future.

The road should remain private because of no tax base until homes are built.

The Trailhead would be donated to the Birkie.

There is a CAMBA Trail north of the proposed Trailhead.

Agreement of proposed road was requested.

Motion to table until January meeting to review Draft Agreement and get more information, Haugen / Stover, Roll Call Vote;

Chabek – Yes

Stover – Yes

Haugen – Yes

Verbek – Yes

Kayler – No

Hanson – No

10. Discussion/Possible Action – Development of a Potential Junk or Public Nuisance Ordinance.

Discussion of proposed ordinance.

Legal issues, enforcement, etc.

The county follows chapter 254 with their ordinance.

Moved to January meeting to allow for getting more information.

11. Working Session – Town Survey: Next Steps for Initiating the 2026 Community Survey.
Vickie Palya will chair the Survey Committee.
Vickie and Kimberly Kayler will begin the planning of the survey and establishing a committee.
Issue will be on the January agenda.
12. Discussion – Sawyer County Zoning Department’s 2026 Budget Allocation for Major Re Write of the Zoning Ordinance.
The county has a \$100,000 budget for new ordinance.
Town could consider doing it's own zoning. An ordinance would need to be written, additional staffing, and legal support would be needed.
To be discussed further at the January meeting.
13. Discussion and Possible Action – Report on Parcels Zoned AG and Less Than 5 Acres.
Moved to January meeting.
14. Town Board Meeting Report (presented by Ginny Chabek)
No questions or comments.
15. Future Agenda Items
Revenue generating opportunities.
16. Correspondence – Discussion only; no action will be taken.
None.
17. Schedule Next Meeting:
January 6, 6:30pm
18. Adjourn:
8:51 pm

Don Stover - Recorder



REDUCED ROAD SETBACK STAFF REPORT

Prepared By: Jay Kozlowski, Sawyer County Zoning & Conservation Administrator

Applicant:

Jason & Dana Buhs
208 Baylor St
East Peoria, IL 61611

Property Location & Legal Description:

Town of Round Lake. Prt Govt Lot 2, NESW, SWSE, Lot 1. S31, T41N, R07W; Parcel #024-741-31-5207; Tax ID #42471; 2.78 acres; Zoned (RR-1) Residential/Recreational. site address #9725N Thunderbird Road

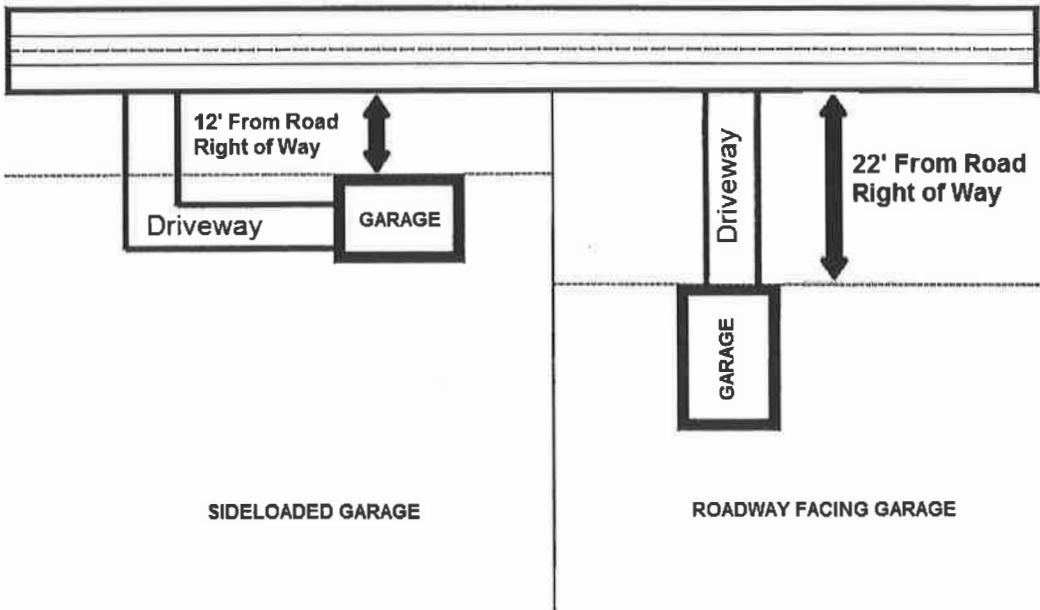
Request: Town Board Approval required for Sawyer County Code of Ordinance-Appendix D-Section 4.211 Accessory Structure Exemption.

4.211 ACCESSORY STRUCTURE EXEMPTIONS

A roadway setback of less than what is required by section 4.21(3) and 4.21(7) may be permitted by the Zoning Administrator or his/her designee where lot depth, location or utilities, or other significant site limitations do not allow compliance with a roadway setback requirement. A detached accessory structure not exceeding six hundred (600) square feet in area and less than eighteen (18') in height may be constructed provided construction complies with the following:

- 1) **Town Board approval**; and
- 2) The resulting roadway setback is not less than twenty-two (22) feet from the road right-of-way where an accessory structure faces the roadway; and not less than twelve (12) feet where an accessory structure does not face the roadway (sideload); and
- 3) Vehicles and other equipment may not be stored or parked within the road right-of-way; and
- 4) All other standards of the ordinance are met.

REDUCED ROADWAY SETBACK



Project History & Summary of Request

The requirements of 4.21(3) require a 63' setback from centerline or 30' setback from right-of-way (ROW). The applicant is requesting to place an accessory structure of 192 square feet under the provisions of 4.211. The proposed accessory structure is to be located 12' from the road ROW on a "sideloaded" entry which is equal to 42' from the centerline of a private roadway that is 66' in width. Per the Assistant Zoning Administrator, the lot depth, setbacks, and significant slope aspects of the property do not allow compliance with the roadway setbacks. This provision of 4.211 have been in ordinance form since 2019 but it is believed that it is the first request of this provision that is to be heard at the Town of Round Lake. All other standards of the ordinance are met but in order for Sawyer County Zoning to issue the Land Use Permit it still requires Town Board Approval. There would be no other identified conditions for approval outside of those listed in ordinance form and findings of facts are generally not required as part of Town Board Approval forms unless they are related to a Conditional Use Permit, Rezone, or Variance. This request is for a specialized exemption but an exemption that still require Town Board Approval to take in consideration other factors such as road safety clearance and snow removal in the event the Road would ever be taken over by the Town.

Township Approval Application

Town of Round Lake Date of Application 10/15/25

Subject: Town Board consideration Land Use Application for an accessory structure
exemption Subject to 4.211 Sawyer County Zoning Ordinance

Approval is desired for the construction of the accessory building indicated on the
property owner's Land Use application.

Name of Owner JASON & DANE BUHS

By Action of the Town Board, use is:

Approved Denied Tabled

Comments: _____

Chairman _____ Date _____
Supervisor _____ Date _____
Supervisor _____ Date _____

*Only one signature required.

Return to:

Sawyer County Zoning & Conservation

10610 Main Street, Suite #49

Hayward, WI 54843

Email: maiia.wehmas@sawyercountygov.org 3
and
jay.kozlowski@sawyercountygov.org

SAWYER COUNTY ZONING ORDINANCE

3) All Town roads not otherwise designated Class A or Class B highways are hereby designated Class C highways. The setback for Class C highways and for streets other than major and arterial roads designated as such on official maps in effect in the County shall be 63 feet from the centerline of the highway or 30 feet from the right-of-way line, whichever is greater. By ordinance, the Town of Bass Lake Town Board may deem certain roads within the Northwoods Beach Subdivision to have lesser setbacks. *not Town road but easement road of 66' wide*

4) A setback equal to the average setback of existing principal buildings located within 500 feet of a proposed building site and on the same side of the street, shall be permitted where five of these buildings do not conform with the appropriate setback line.

5) Minor, readily removable structures such as open fences or signs permitted by this ordinance may be placed within setback lines. Public utility equipment without permanent foundations are also permitted. When deemed necessary by the County Zoning Committee in connection with development such as highway improvement programs, property owners and public utilities may be required to remove, at their own expense and without right of compensation, any structures erected within setback lines.

6) Private Driveway Easements. The setback for principal and accessory structures shall be a minimum of 30 feet from the centerline of a private driveway easement that is 33 feet or less in width.

7) Private Road Easements: The setback for principal and accessory structures on existing private road easements greater than 33 feet in width but less than 66 feet shall be a minimum of 48 feet from the centerline or 15 feet from the edge of the easement whichever is greater. Roads within a recorded subdivision do not apply.

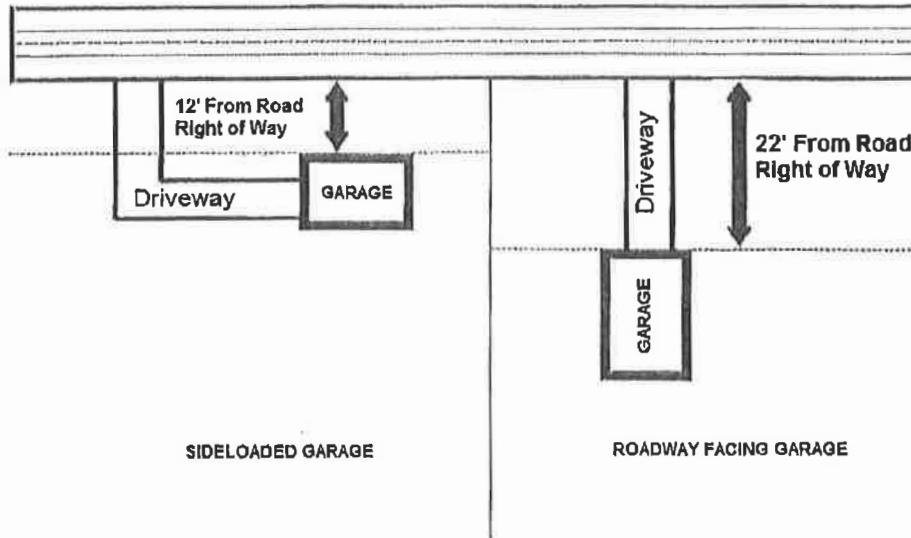
4.211 ACCESSORY STRUCTURE EXEMPTIONS

A roadway setback of less than what is required by section 4.21(3) and 4.21(7) may be permitted by the Zoning Administrator or his/her designee where lot depth, location or utilities, or other significant site limitations do not allow compliance with a roadway setback requirement. A detached accessory structure not exceeding six hundred (600) square feet in area and less than eighteen (18') in height may be constructed provided construction complies with the following:

- 1) **Town Board approval; and**
- 2) The resulting roadway setback is not less than twenty-two (22) feet from the road right-of-way where an accessory structure faces the roadway; **and not less than twelve (12) feet where an accessory structure does not face the roadway (sideload); and**
- 3) Vehicles and other equipment may not be stored or parked within the road right-of-way; and
- 4) All other standards of the ordinance are met.

SAWYER COUNTY ZONING ORDINANCE
(see diagram on next page)

REDUCED ROADWAY SETBACK



4.22 VISUAL CLEARANCE AT INTERSECTIONS

In each quadrant of every road intersection, there shall be designated a visual clearance triangle bounded by the road centerlines and a line connecting them, according to the road classification as follows:

<u>CLASS</u>	<u>DISTANCE</u>
A & A	200 feet
A & B	150 feet
A & C	100 feet
B & B	125 feet
B & C	75 feet
C & C	50 feet

Within this triangle, no object over 2 1/2 feet in height above these roads shall be allowed if it obstructs the view across the triangle. Posts and open fences are excluded from this provision. Tree trunks shall be exempt where they are unbranched to a height of ten (10) feet and located a minimum of thirty (30) feet apart.

4.23 ACCESS DRIVEWAYS

Driveway access permits shall be obtained from the appropriate permitting authority.

SUBMIT COMPLETED APPLICATION AND
FEES TO:
Sawyer County
Zoning & Conservation Dept.
10610 Main St Suite 49
Hayward, WI 54843
(715) 634-8288

APPLICATION FOR LAND USE PERMIT
SAWYER COUNTY, WISCONSIN
RECEIVED
JUN 04 2025
SAWYER COUNTY
ZONING ADMINISTRATION

INSTRUCTIONS: No permits will be issued until all fees are paid.
Checks are made payable to: Sawyer County Zoning Department.

DO NOT START CONSTRUCTION UNTIL ALL PERMITS HAVE BEEN ISSUED TO APPLICANT
Submitted of this application or receipt of fees does not constitute permit issuance.

FILL OUT IN INK (NO PENCIL)

Owner(s) Name: Jason and Dana Buhs	Contractor(s) Name: N/A
Mailing Address: 208 Baylor St, East Peoria, IL	Mailing Address:
Phone: 309-678-6201	Phone:
Email: jbuhs2772@gmail.com	Email:
Site address: 9725 N Thunderbird Rd.	Or Date applied for: 5-30-2025
Legacy PIN # 024741315207	Town of: Round Lake
Permit delivery Method <input checked="" type="checkbox"/> Call Owner <input type="checkbox"/> Mail Owner <input type="checkbox"/> Call Contractor <input type="checkbox"/> Mail Contractor	

<input checked="" type="checkbox"/> Shoreland →	Is Property/Land within 300 feet of River, Stream (incl. Intermittent) Creek or Landward side of Floodplain? If yes--continue →	Distance Structure Is from Shoreline: feet	Is your Property in Floodplain zone? <input checked="" type="checkbox"/> Yes	Are Wetlands Present? <input type="checkbox"/> No
	Is Property/Land within 1000 feet of Lake, Pond or Flowsage If yes--continue →	Distance Structure Is from Shoreline: feet		
<input type="checkbox"/> Non-Shoreland				

Value at Time of Completion * Include donated time & material	Describe Project type (House, garage, shed, deck, Addition, etc.) List separately	Number of Stories	Project Foundation (Basement, Crawlspace, Slab)	Total # of bedrooms Post construction	What Type & Capacity is the Sewer/Sanitary System(s)
\$ Dwelling \$ 5,000 Accessory Bldg \$ 5,000 Addition/Alteration	Boat House Shed	1 1	Piers Beaver		N/A

Proposed Use <input checked="" type="checkbox"/> Residential Use <input type="checkbox"/> Agricultural Use <input type="checkbox"/> Commercial/Industrial Use <input type="checkbox"/> Municipal Use <input type="checkbox"/> Other	✓ Proposed Structure	Dimensions	Total Square Footage (multiply per story)	Height: Lowest Grade to Highest Peak
<input checked="" type="checkbox"/> Residential Use	Residence	(X)		Ft.
	with 2 nd story or loft	(X)		Ft.
	with Basement	(X)		Ft.
	Attached Garage	(X)		Ft.
<input type="checkbox"/> Agricultural Use	Accessory Structure (explain) (detached garage, shed, boat houses, etc.)	(12 x 16)	192	Ft. 12
<input type="checkbox"/> Commercial/Industrial Use	Temporary Guest Quarters or Bunkhouse (Circle type)	(12 x 16)	192	Ft. 12
<input type="checkbox"/> Municipal Use	Deck/Porch/Patio	(X)		Ft.
<input type="checkbox"/> Other	(2 nd) Deck/Porch/Patio	(X)		Ft.
	Other (explain)	(X)		Ft.
	Principal Structure (Agricultural, Commercial, Municipal, Etc.)	(X)		Ft.
	Addition/Alteration (explain)	(X)		Ft.
Total habitable square feet: N/A	Total Non-habitable square feet: (decks, patios, garages, sheds, storage area & other structures)	384		

Boat house Permit previously approved 4/24/21

Q5-2025
164

Original Application MUST be submitted

Attach a **Plan or Sketch** your Property on 8.5" x 11" or 8.5" x 14" paper: *Must* Include location and setback of proposed and existing structures, roads, driveway, sanitary components, well, lake, river, stream, and wetlands. **SEE ATTACHED**

Description	Setback Measurements	Description	Setback Measurements
Setback from the Centerline of Platted Road and/or	60 Feet	Setback from the Lake (ordinary high-water mark)	10 / 350
Setback from the Established Right-of-Way	Feet	Setback from the River, Stream, Creek	Feet
Setback from the North Lot Line	500 feet	Setback from the Bluff if applicable	Feet
Setback from the South Lot Line	390 Feet	Setback from Wetland	Feet
Setback from the West Lot Line	25 Feet	Slope within area of construction/disturbance	12.5 % Slope
Setback from the East Lot Line	120 Feet	Elevation of Floodplain	Feet
Setback to Septic Tank or Holding Tank	1000 Feet	Setback to Well	150 Feet
Setback to Drain Field	1000 Feet		
Setback to Privy (Portable, Composting)	Feet		

Prior to the placement or construction of a structure within five (5) feet of the minimum required setback, the boundary line from which the setback must be measured must be visible from one previously surveyed corner to the other previously surveyed corner or marked by a licensed surveyor at the owner's expense.

Prior to the placement or construction of a structure more than five (5) feet but less than ten (10) feet from the minimum required setback, the boundary line from which the setback must be measured must be visible from one previously surveyed corner to the other previously surveyed corner, or verified by the Department by use of a corrected compass from a known corner within 500 feet of the proposed site of the structure, or must be marked by a licensed surveyor at the owner's expense.

For Shoreland property, complete the impervious surface worksheet below

Calculate impervious surfaces. (Roofed, concrete, paved, and other surfaces that water cannot penetrate. The Zoning Office can help you determine if a surface is considered impervious)

Calculate lot area:

Indicate lot size from CSM or NOVUS (circle one): 2.78 Acres; Multiply by 43,560 = Lot area: 121,097 Square Footage

Calculate impervious surface area:

Determine the total size, in square feet, of your projects listed above (include eaves): 444 sq ft.

Determine the total size, in square feet, of all existing roofed structures (include eaves): 2,036 sq ft.

Determine the total size, in square feet, of all existing paved/bricked/blocked surfaces: 0 sq ft.

Add these measurements to determine total impervious surfaces: 2480 sq ft.

Calculate impervious lot percentage

Total impervious surface: 2480 + Lot area 121,097 sq ft. X 100 = Impervious surface 2 %
(Mitigation is required if total exceeds 15%)

*****Notice a separate grading permit needs to be obtained if disturbed area is within the Shoreland district as indicated on previous page and meets criteria below*****

• Grading on a slope greater than 20%	• Grading of more than 1,000 Sq. Ft. on 12%-20% slopes
• Grading of more than 2,000 Sq. Ft. on Slopes less than 12%	• Grading is in excess of 10,000 Sq. Ft.

FAILURE TO OBTAIN A PERMIT STARTING CONSTRUCTION WITHOUT A PERMIT WILL RESULT IN PENALTIES
I (we) declare that this application (including any accompanying information) has been examined by me (us) and to the best of my (our) knowledge and belief it is true, correct and complete. I (we) acknowledge that I (we) am (are) responsible for the detail and accuracy of all information I (we) am (are) providing and that it will be relied upon by Sawyer County in determining whether to issue a permit. I (we) further accept liability which may be a result of Sawyer County relying on this information I (we) am (are) providing in or with this application. I (we) consent to county officials charged with administering county ordinances to have access to the above described property at any reasonable time for the purpose of inspection. Additionally, the undersigned person(s) hereby give permission for access to the property for onsite inspection by Municipal Officials.

Owner Signature

Jason J. Brub

Owner
Printed name

Jason Brub

Date 5-30-2025

(Signature and Printed Name required)

NOTICE: All Land Use Permits expire one (1) year from the date of issuance
For the Construction Of New One & Two Family Dwelling: All Municipalities Are Required To Enforce The Uniform Dwelling Code
The local town, state or federal agencies may also require permits.

You are responsible for complying with the requirements of the Sawyer County Zoning Ordinances and law and regulations of the State of Wisconsin. You are also responsible for complying with State and Federal laws concerning construction near or on wetlands, lakes, and streams. Failure to comply may result in removal or modification of construction that violates the law or other penalties or costs. For more information, visit the department of natural resources wetlands identification web page or contact a department of natural resources service center (608) 267-3125

Issuance Information (County Use Only)	Sanitary Number:	# of bedrooms:	
Permit Denied (Date):	Reason for Denial:		
Permit #: <u>25-294</u>	Issuing agent:	Date: <u>7/18/25</u>	

Is Parcel a Sub-Standard Lot	<input type="checkbox"/> Yes (Deed of Record)	<input type="checkbox"/> No	Mitigation Required	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Is Parcel in Common Ownership	<input type="checkbox"/> Yes (Fused/Contiguous Lot(s))	<input type="checkbox"/> No	Mitigation Attached	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Is Structure Non-Conforming	<input type="checkbox"/> Yes	<input type="checkbox"/> No				

Granted by Variance (B.O.A.)	<input type="checkbox"/> Yes <input type="checkbox"/> No	Case #:	Granted by Conditional Use
Was Parcel Legally Created	<input type="checkbox"/> Yes <input type="checkbox"/> No	Was Property Lines Represented by Owner	<input type="checkbox"/> Yes <input type="checkbox"/> No
Was Proposed Building Site Delineated	<input type="checkbox"/> Yes <input type="checkbox"/> No	Was Property Surveyed	<input type="checkbox"/> Yes <input type="checkbox"/> No

Office Comments: <i>Boathouse to be at or above RFE 1346.5 FT</i>	Zone District:	Fee: <u>8425</u>
Hold For Sanitary: <u> </u>	Hold For TBA: <u> </u>	Hold For Affidavit: <u> </u>
Hold For Fees: <u> </u>		

©Feb2021

Town approval required for reduced easement road setback for shed

Real Estate Sawyer County Property Listing

Today's Date: 6/4/2025

Property Status: Current

Created On: 7/12/2016 11:08:46 AM

Description		Updated: 5/19/2017	Ownership		Updated: 9/1/2016
Tax ID:	42471		JASON J & DANA M BUHS		EAST PEORIA IL
PIN:	57-024-2-41-07-31-5 05-002-000070				
Legacy PIN:	024741315207				
Map ID:					
Municipality:	(024) TOWN OF ROUND LAKE				
STR:	S31 T41N R07W				
Description:	PRT GOVT LOT 2, NESW, SWSE, LOT 1 CSM 34/165 #8139				
Recorded Acres:	2.780				
Calculated Acres:	4.771				
Lottery Claims:	0				
First Dollar:	Yes				
Waterbody:	Osprey Lake				
Zoning:	(RR1) Residential/Recreational One				
ESN:	404				
Tax Districts		Updated: 7/12/2016	Property Assessment		
1			Updated: 6/19/2024		
57			2025 Assessment Detail		
024			Code	Acres	Land
572478			G1-RESIDENTIAL	2.780	118,700
001700					370,600
Recorded Documents		Updated: 9/1/2016	2-Year Comparison		
WARRANTY DEED			Land:	118,700	118,700
Date Recorded:	8/26/2016		Improved:	370,600	370,600
DISSOLUTION			Total:	489,300	489,300
Date Recorded:	7/11/2016				
CERTIFIED SURVEY MAP					
Date Recorded:	6/14/2016				
CERTIFIED SURVEY MAP					
Date Recorded:	9/23/2015				
SPECIAL WARRANTY DEED					
Date Recorded:	10/1/2014				
CONDOMINIUM DEED					
Date Recorded:	6/26/2014				
QUIT CLAIM DEED					
Date Recorded:	5/8/2013				
CONDO PLAT ADDENDUM					
Date Recorded:	4/22/2009	359755 CONDO PLAT 4/96			
CONDO DECLARATION AMENDED					
Date Recorded:	4/22/2009				
CONDOMINIUM PLAT					
Date Recorded:	5/23/2008				
CONDOMINIUM DECLARATION					
Date Recorded:	5/23/2008				
Child History Record Count: 97 -					
HISTORY <input checked="" type="checkbox"/> Expand All History		White=Current Parcels	Pink=Retired Parcels		

- Tax ID: 26091 Pin: 57-024-2-41-07-31-2 03-000-000010 Leg, Pin: 024741312301 Map ID: 7.1
- Tax ID: 39918 Pin: 57-024-2-41-07-31-2 03-000-000050 Leg, Pin: 024741312305 Map ID: 7.5
- Tax ID: 26106 Pin: 57-024-2-41-07-31-5 05-002-000030 Leg, Pin: 024741315203 Map ID: 2.3
- Tax ID: 26102 Pin: 57-024-2-41-07-31-5 05-001-000010 Leg, Pin: 024741315101 Map ID: 1.1
- Tax ID: 26097 Pin: 57-024-2-41-07-31-3 02-000-000010 Leg, Pin: 024741313201 Map ID: .10.1
- Tax ID: 26096 Pin: 57-024-2-41-07-31-3 01-000-000010 Leg, Pin: 024741313101 Map ID: .9.1
- Tax ID: 26094 Pin: 57-024-2-41-07-31-2 04-000-000010 Leg, Pin: 024741312401 Map ID: .8.1

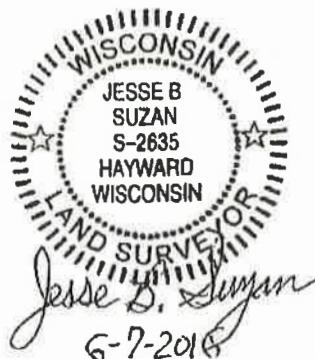
401502

06/14/2016 09:35AM
SAWYER COUNTY REGISTER OF DEEDS

SAWYER COUNTY CERTIFIED SURVEY M

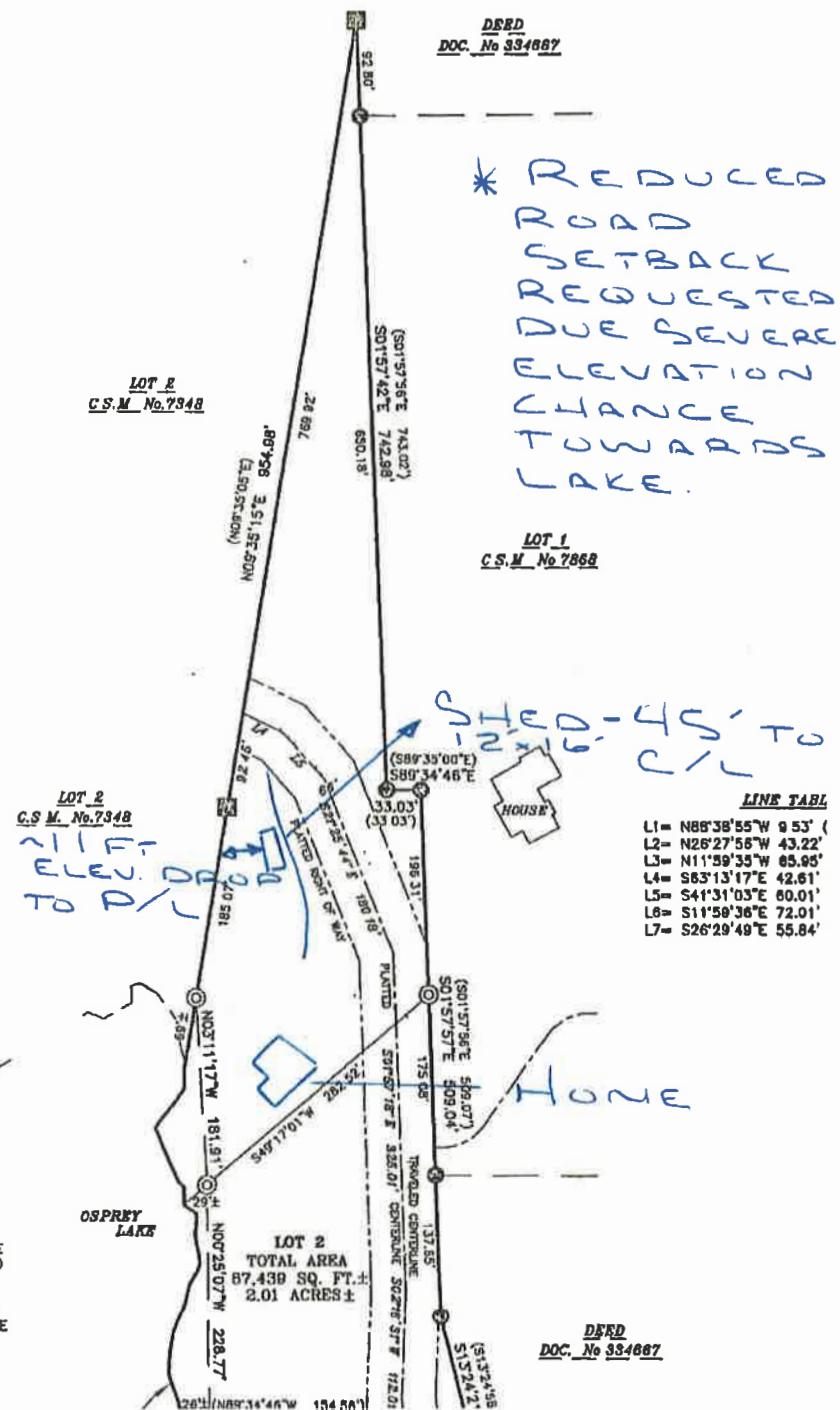
PART OF THE FIRST ADDENDUM TO DREAMING TRAIL CONDOMINIUM. LOCATED IN F GOVERNMENT LOT 2, PART OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER, PART OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER, OF SECTION 3 41 NORTH, RANGE 7 WEST, IN THE TOWN OF ROUND LAKE, SAWYER COUNTY, WISCONSIN, BEING A DIVISION OF LOT 1 OF CERTIFIED SURVEY MAP No.8080 RECORDED IN V PAGES 10-11.

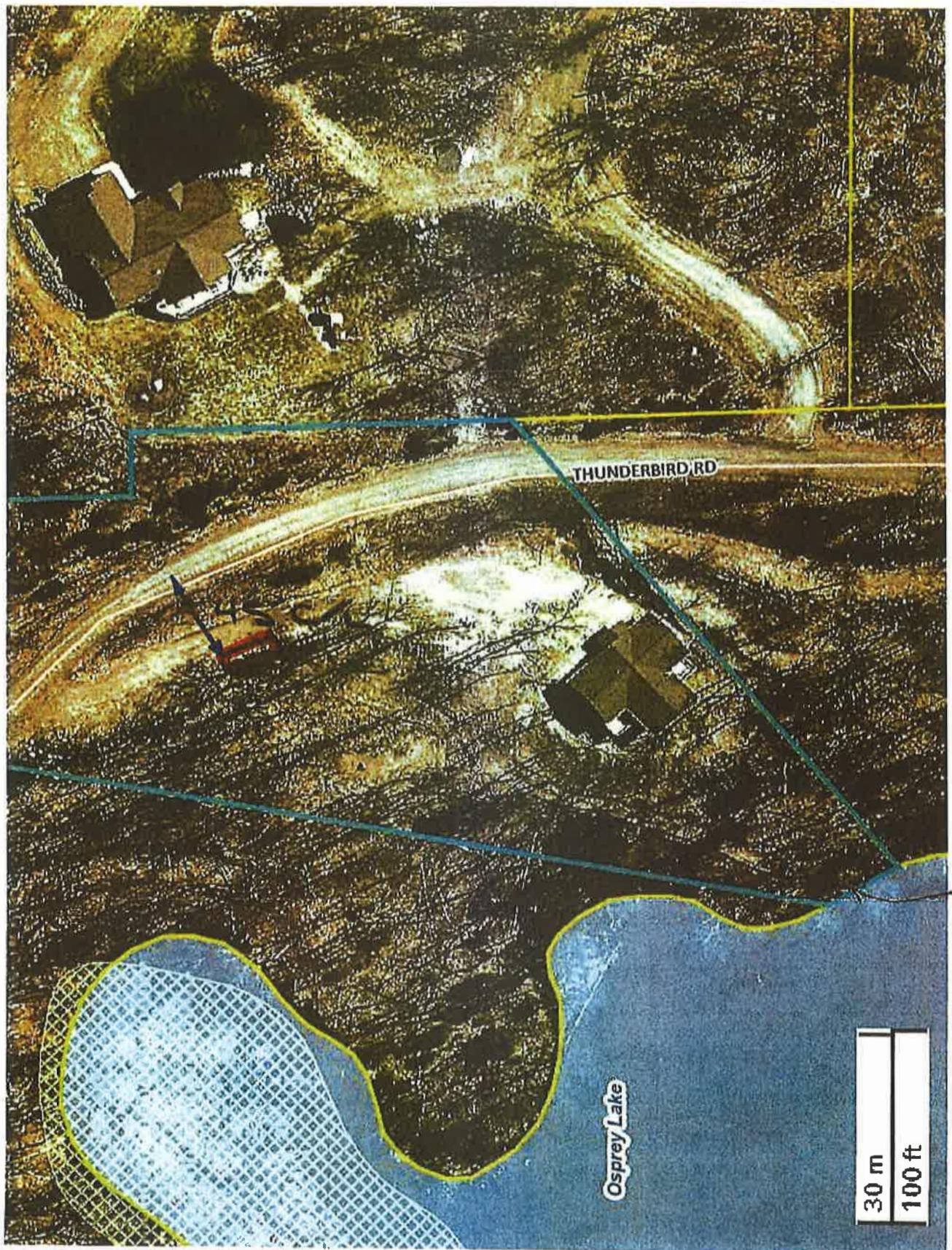
BEARINGS ARE REFERENCED TO THE SOUTH LINE OF THE
SE1/4 OF SECTION 31, TOWNSHIP 41 N., RANGE 7 W. WHICH
BEARS S89°35'50"E, SAWYER COUNTY GRID, NAD 83/91.



NOTE: THE ORDINARY HIGH WATER LINE
OF OSPREY LAKE IS APPROXIMATE AND
IS FOR REFERENCE ONLY.

ANY LAND BELOW THE ORDINARY HIGH
WATER MARK OF A LAKE OR NAVIGABLE
STREAM IS SUBJECT TO THE PUBLIC
TRUST IN NAVIGABLE WATERS THAT IS
ESTABLISHED UNDER ARTICLE IX,
SECTION 1 OF THE STATE
CONSTITUTION.



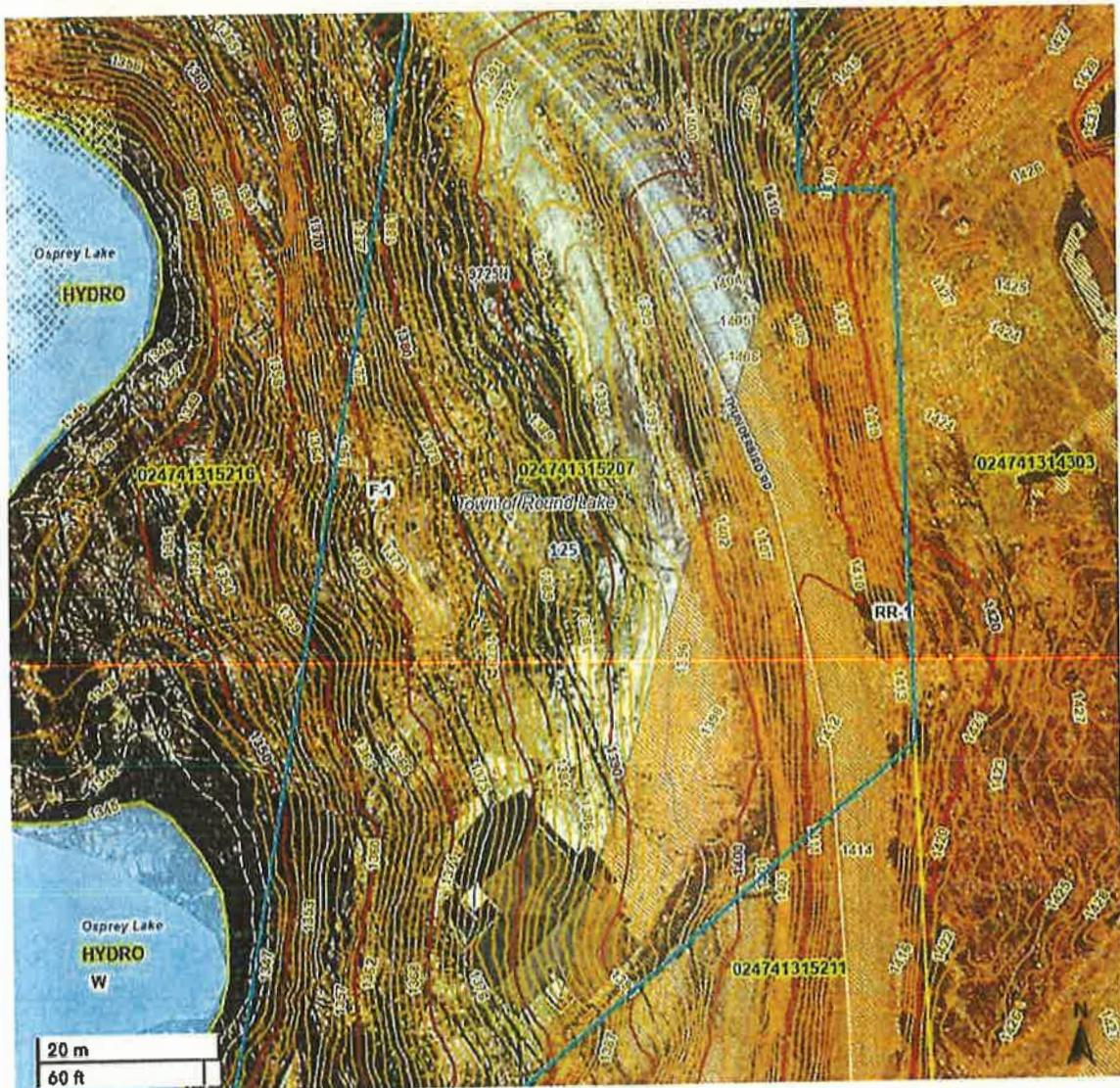


30 m
100 ft

OVER



Beacon™
Sawyer County, WI



- Addresses
- Parcels
- Parcel Numbers
- Towns
- County Outlines
- Firm Panels
- Regional Flood Elevation
- Zoning Districts
- A-1 Agriculture 1
- A-2 Agriculture 2
- C-1 Commercial
- City
- |-| F-1 Forestry
- I-1 Industrial
- PUD Planned Urban Dev
- R-1 Residential
- Right of Way
- RR-1 Residential/Recreational 1
- RR-2 Residential/Recreational 2
- Village
- Water
- W-1 Wetland
- Lakes and Rivers
- Rivers and Streams
- Welllands
- Local and Other Roads
- CITY STREET
- COUNTY HWY
- PRIVATE ACCESS
- STATE HWY
- TOWN ROAD
- US HWY
- 10ft Contours
- 1ft Contours
- Index
- Index Depression
- Intermediate
- Intermediate Depression

Date created: 10/15/2025
Last Data Uploaded: 10/15/2025 4:50:21 AM

Developed by





SAWYER COUNTY ZONING & CONSERVATION DEPARTMENT

10610 MAIN STREET SUITE 49 • HAYWARD, WISCONSIN 54843 • Phone (715) 638-3224

Email: Jay.kozlowski@sawyercounty.gov.org

Request for Town Feedback on Proposed Zoning Ordinance Amendments – Apartment Complexes and Bakeries:

Dear Town Supervisors,

Sawyer County is currently reviewing targeted amendments to the Zoning Ordinance intended to address identified gaps in land use flexibility while supporting the County's broader strategic planning goals, including the need for additional and diverse housing opportunities.

As part of this effort, the County is proposing two limited ordinance changes for Town consideration and comment:

- **Allowing “apartment complexes” within the C-1 Commercial zoning district as a Conditional Use Permit (CUP).**

This change is intended to provide flexibility for multi-unit residential development in areas already served by infrastructure, services, and commercial activity, while maintaining local review and oversight through the conditional use process.

- **Allowing “bakeries” within the A-1 and A-2 Agricultural zoning districts as a Conditional Use Permit (CUP).**

This proposal recognizes small-scale food production as a compatible, value-added agricultural use when appropriately reviewed and conditioned to minimize potential impacts.

Both proposals would continue to require Conditional Use Permit approval, incorporating local input and site-specific conditions, and are not intended to authorize development by right.

Attached for your review is a redlined version of the proposed ordinance amendments illustrating the specific language changes under consideration.

Sawyer County respectfully requests that each Town review the proposed amendments and provide any feedback, concerns, or recommendations. In offering comments, we ask that Towns consider how these changes may support long-term housing availability, economic vitality, and land use compatibility within your communities.

Written comments may be submitted to the Sawyer County Zoning Department by January 18th, 2026. Town feedback will be compiled and reviewed as part of the County's decision-making process prior to any formal action.



Thank you for your time, thoughtful consideration, and continued collaboration. If you have questions or would like additional information, please do not hesitate to contact our office.

Sincerely,

Jay Kozlowski

A handwritten signature in black ink, appearing to read "Jay Kozlowski".

Sawyer County Zoning & Conservation Administrator

Town of _____
(Insert Town)

Town Poll & Other Comments

Should “apartments” be allowed in Commercial Zone Districts?

Yes _____ No _____ Other (please explain) _____

Should Bakeries be allowed in the Agricultural One & Two Zone District?

Yes _____ No _____ Other (please explain) _____

, Chairman

, Supervisor

, Supervisor

, Supervisor

, Supervisor

Please Provide Any Additional Comments (please see proposed redline amendment):

Dated this _____ day of _____, 20_____

, Clerk

Proposed Amendment to Sawyer County Zoning Ordinance for Apartment and Bakery

Sawyer County Code of Ordinances – Appendix D

Section 2.0 Definitions

- (7) *Apartment*: A self-contained dwelling unit within a building that houses multiple units, intended for use by one family and providing facilities for living, cooking, sleeping, and sanitation. The rental of an apartment unit must be greater than 30 consecutive days.
- (9) *Bakery/Home Bakery*: A business that makes and sells certain baked goods from a domestic kitchen directly to consumers. These are defined as "not-potentially hazardous" baked goods, meaning they are shelf-stable and baked at high temperatures and do not contain ingredients like cream or custard fillings or frostings that require refrigeration. These baked goods must also contain a list of ingredients.

Section 17.4 - A-1: *Agricultural One District*

- B) *Uses authorized by Conditional Use.*

23) Bakery

Section 17.5 - A-2: *Agricultural Two District*

- B) *Uses authorized by Conditional Use.*

25) Bakery

Section 17.6 - C-1: *Commercial One District*

- B) *Uses authorized by Conditional Use.*

13) Apartments; provided that each apartment unit contains a minimum of 10,000 sq ft of land area within the Commercial-One District.



Rezone Request STAFF REPORT

Prepared By: Jay Kozlowski

File: # RZN 26-003

Applicant(s):

Nicholas Sokup
21 N Prairie Street
Chippewa Falls, WI 54729

Property Location & Legal Description:

Town of Round Lake. Part of the SENV, Lot 2 CSM 30/32 #7508; S02, T41N, R07W; Tax ID #39750; Parcel #024-741-02-2408; .640 total acres; Zoned Commercial One (C-1). Site Address of 10491W Night Hawk Lane.

Request: Purpose of request is to rezone the entire 0.64 acres from Commercial One (C-1) to Residential/Recreational One (RR-1) to make the existing structure into a habitable family cabin. The Shoreland/Wetland District is not subject to change as part of this request.

Summary of Request, Project History, and Additional Information:

The applicant is requesting to rezone the entire 0.64 acres from C-1 to RR-1. In conversations with the applicant, they have no plans to operate any type of commercial use or business operation on the property. There is an existing “structure” on the property that was initially permitted as an office building for a landscaping business in 2008. However, this building appears to not have been occupied or used for quite some time. Mr. Sokup has now purchased the property and is wanting to convert the existing structure into a family cabin/dwelling. The applicant is working with the Uniform Dwelling Code Inspector and Sawyer County Zoning Department for proper steps and permits needed as part of this “conversion” but if the rezone is denied, per the Sawyer County Zoning Ordinance, the applicant would not be able to use this property or structure as just a residential structure and thus is why the rezoning is being requested.

The existing zone districts immediately to the north across Hwy 77, east, and west are all zoned C-1. The nearest RR-1 zoned property is approximately 1000' away to the east with additional RR-1 zoned property further east of that. This entire area off Night Hawk Lane appears to be set up for future commercial development but little to no commercial development is occurring in this location at this time. There are only a few smaller “commercial” storage buildings in this area. The applicant is aware that other permitted “Commercial Uses” may occur in this area but also accepts and acknowledges this possibility for the future and still wished that this property is rezoned the RR-1.



As per comprehensive plan, future land use maps, the Town of Round Lake shows this area as future Commercial. The recommendation from the Town of Round Lake should be highly considered for any potential motions for approval or denial of the subject rezone request.

Findings of Fact:

Does the request do the following? Yes/No

1. Promote the public health, safety, convenience and general welfare;
2. Encourage planned and orderly land use development;
3. Protect property values and the property tax base;
4. Permit the careful planning and efficient maintenance of highway systems;
5. Ensure adequate highway, utility, health, educational and recreational facilities;
6. Recognize the needs of agriculture, forestry, industry and business in future growth
7. Encourage uses of land and other natural resources which are in accordance with their character and adaptability;
8. Provide adequate light and air, including access to sunlight for solar collectors and to wind for wind energy systems;
9. Encourage the protection of groundwater resources;
10. Preserve wetlands;
11. Conserve soil, water and forest resources;
12. Protect the beauty and amenities of landscape and man-made developments;
13. Provide healthy surroundings for family life;
14. Promote the efficient and economical use of public funds.



Rezone Application # 26-003
Town of Round Lake
Sawyer County

RECEIVED
NOV 13 2025
SAWYER COUNTY
ZONING ADMINISTRATION

Return Original

To: Sawyer County Zoning and Conservation
10610 Main Street, Suite 49
Hayward, WI 54843

Phone: 715-634-8288

E-mail: Kathy.marks@sawyercountygov.org

Mailing address:

Owner: Nicholas Sokup (21 N. Prairie St, Chippewa Falls, WI 54729)

Address: 10491 W Night Hawk LN Hayward, WI 54843

Phone: 715-226-1995 Email: sokupnick@gmail.com

Legacy PIN # 024771022408 Acreage: 0.640

Change from District Commercial-one to Residential/Recreational-one (RR-1)

Property Description: PRT secw, Lot2 CSM 30/32 # 7508
.64 Acres

Purpose of

Request:

want to make existing structure into a

Family cabin

Nicholas Sokup

Nicholas Sokup

*Please Print & Sign (Property Owner)

The above hereby make application for a rezone. The above certify that the listed information and intentions are true and correct. The above person(s) hereby give permission for access to the property for onsite inspection by Municipal Officials.

Name, Address, Phone & Email of Agent:

Phone _____ Email: _____

Fee \$500.00
1/22

Date of Public Hearing Jan. 16, 2025

Real Estate Sawyer County Property Listing

Today's Date: 11/13/2025

Property Status: Current

Created On: 1/4/2008 9:21:59 AM

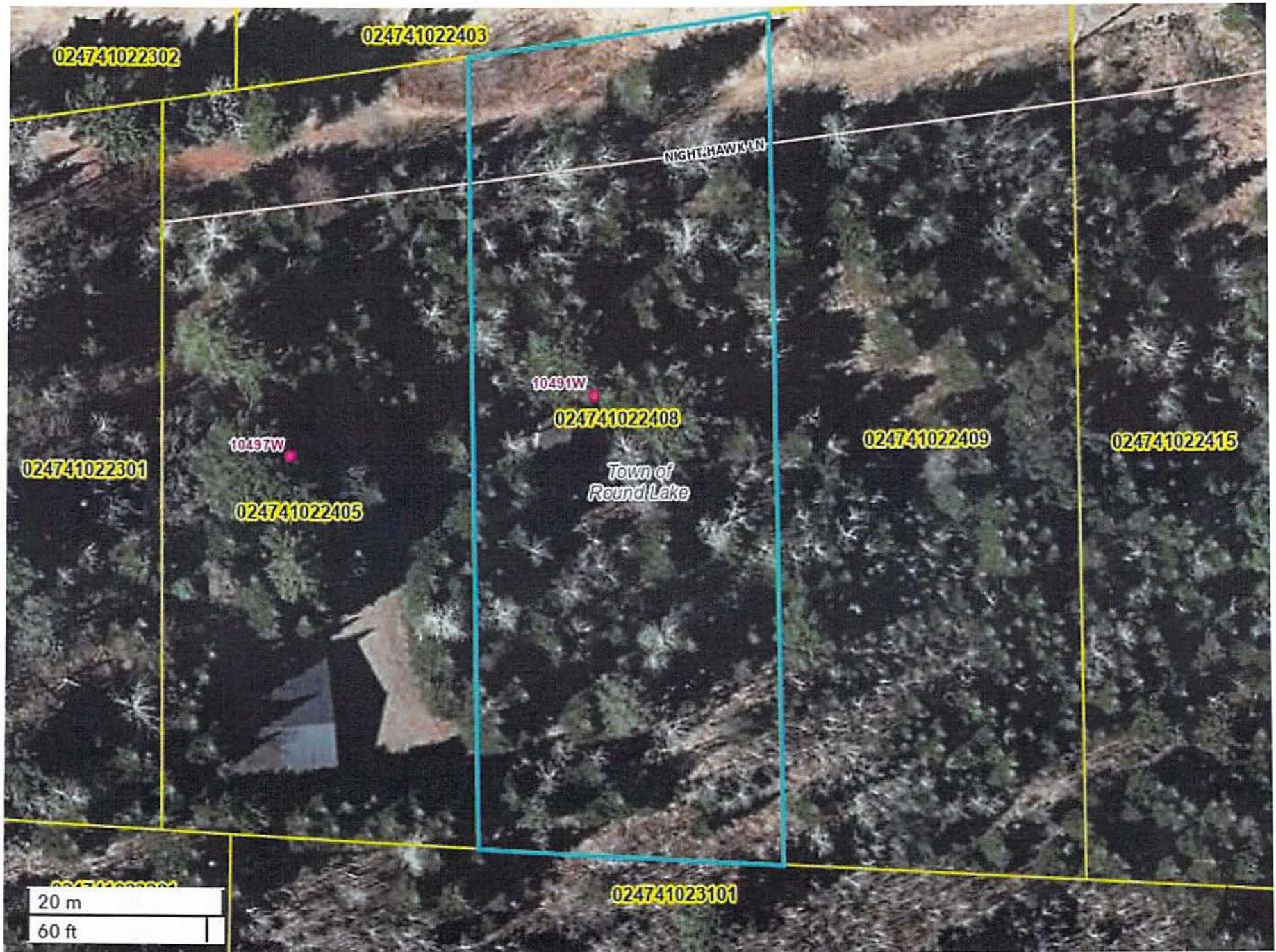
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Tax ID:	39750		NICHOLAS SOKUP	CHIPPEWA FALLS WI
PIN:	57-024-2-41-07-02-2 04-000-000080		MITCH SOKUP	CHIPPEWA FALLS WI
Legacy PIN:	024741022408			
Map ID:	8.8			
Municipality:	(024) TOWN OF ROUND LAKE			
STR:	S02 T41N R07W			
Description:	PRT SENW, LOT 2 CSM 30/32 #7508			
Recorded Acres:	0.640			
Lottery Claims:	0			
First Dollar:	Yes			
Zoning:	(C-1) Commercial One			
ESN:	404			

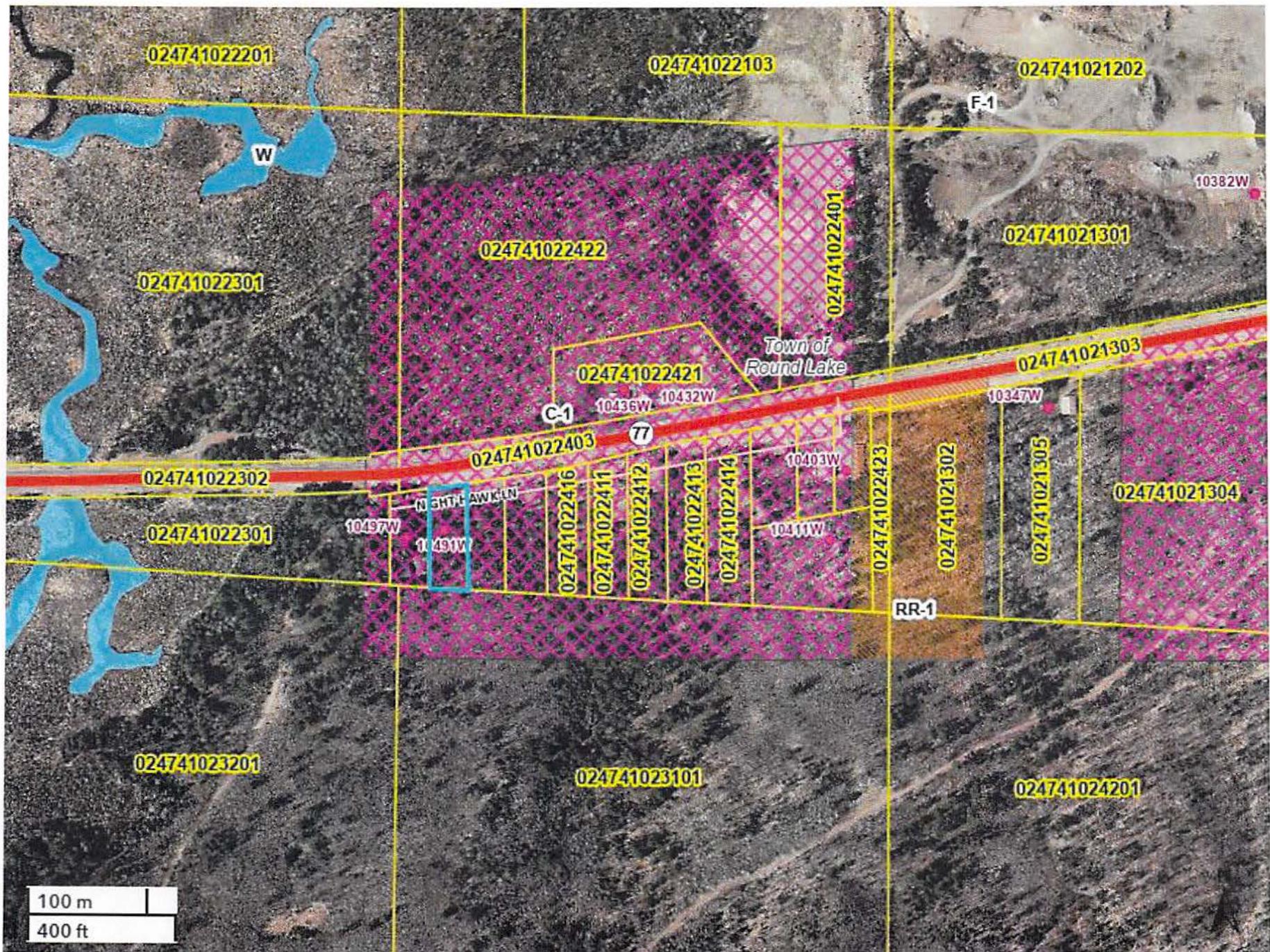
Tax Districts		Updated: 1/4/2008	Property Assessment		Updated: 6/19/2024
1		State of Wisconsin			
57		Sawyer County			
024		Town of Round Lake			
572478		Hayward Community School District			
001700		Technical College			

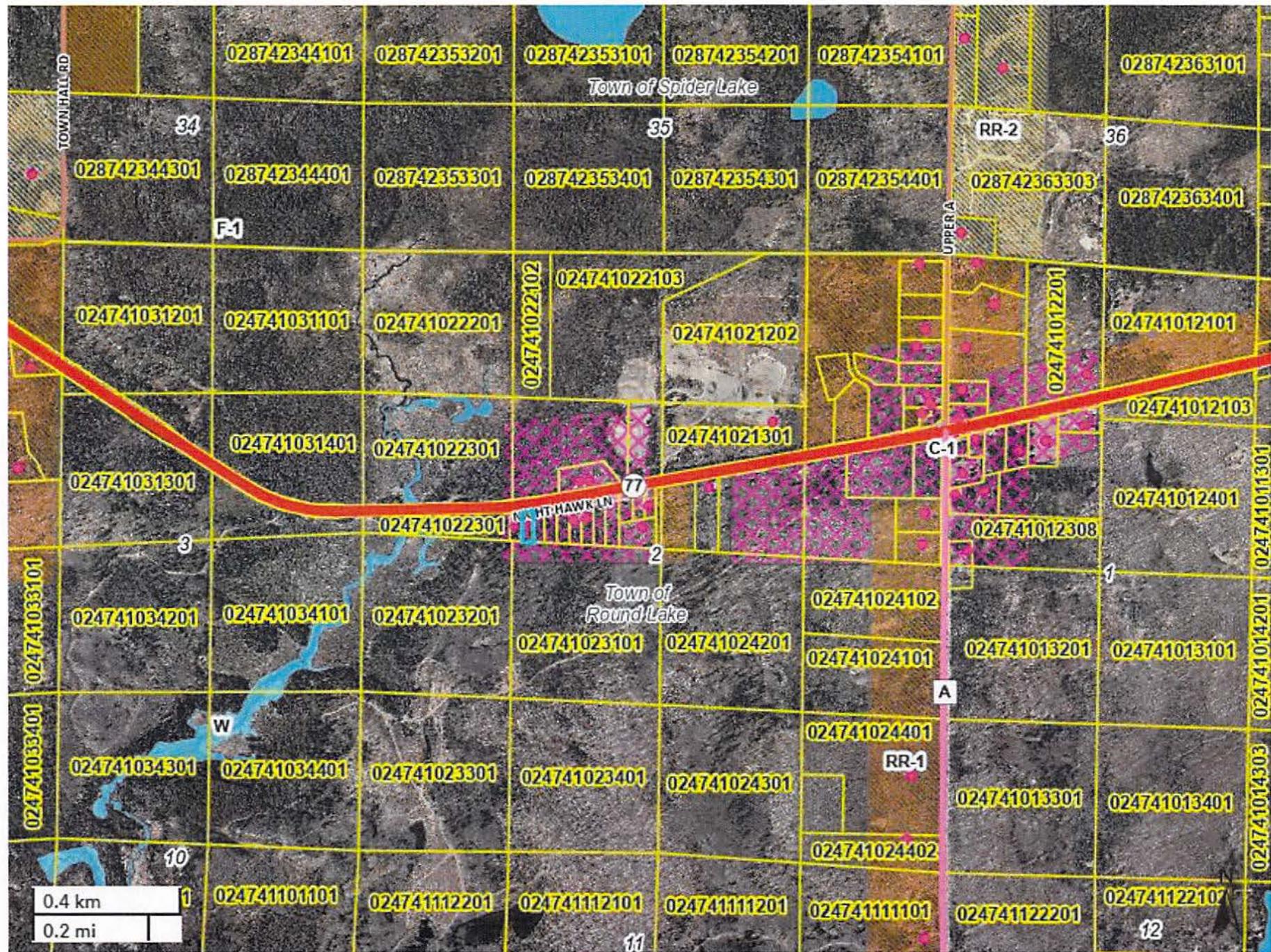
Recorded Documents		Updated: 7/30/2008	Property History		
WARRANTY DEED		<u>457569</u>			
Date Recorded: 10/27/2025					
PERSONAL REPRESENTATIVES DEED		<u>410740</u>			
Date Recorded: 1/22/2018					
DOMICILIARY LETTER		<u>410739</u>			
Date Recorded: 1/22/2018					
WARRANTY DEED		<u>354375</u>			
Date Recorded: 6/24/2008					
CERTIFIED SURVEY MAP		<u>351008</u>			
Date Recorded: 12/27/2007					

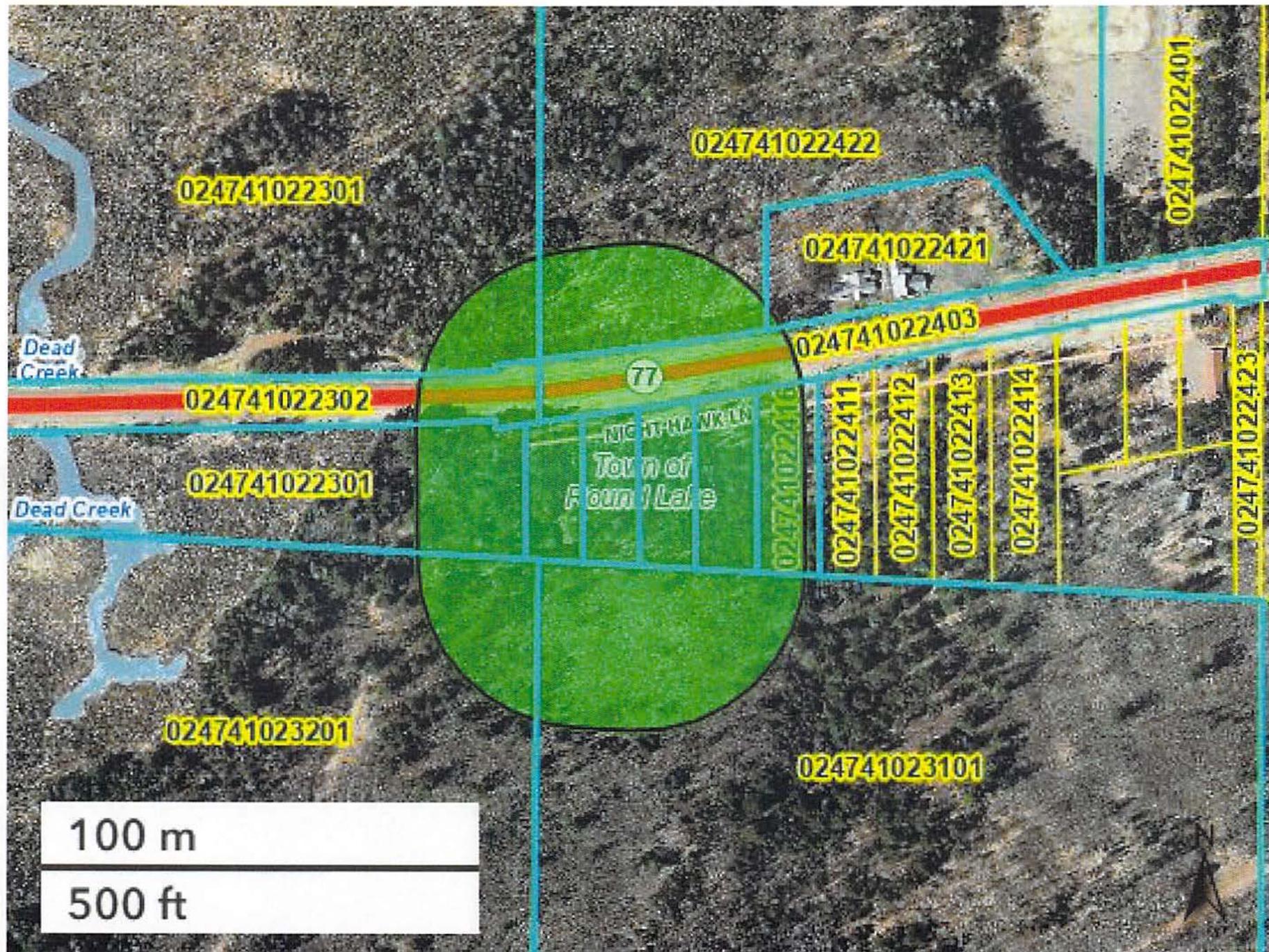
HISTORY [Expand All History](#) White=Current Parcels Pink=Retired Parcels

Tax ID: 24749 **Pin:** 57-024-2-41-07-02-2 04-000-000020 **Leg. Pin:** 024741022402 **Map ID:** .8.2
 39750 This Parcel Parents Children



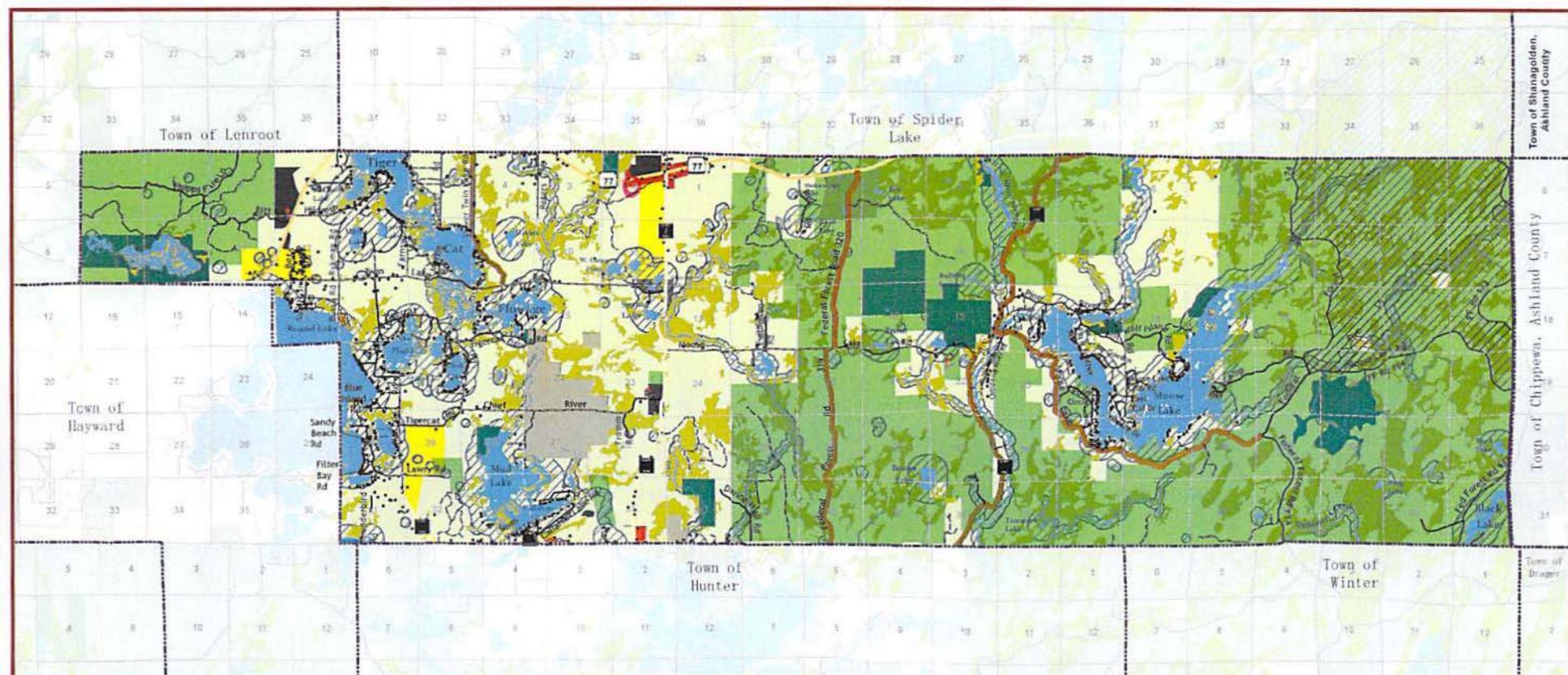






Map 8.3 • Future Land Use

Town of Round Lake, Sawyer County, Wisconsin



Roads

- US Highway
- State Highway
- County Highway
- Local/Forest

Hydrology

- Lakes
- River/Stream

Future Land Use

- Agriculture
- Commercial
- Communications/Utilities
- Conservancy
- Extraction
- Government/Institutional
- Light Industrial
- Non-Motorized Area
- Outdoor Recreation
- Parks & Recreation
- Private Forest
- Public Forest
- Residential Expansion Areas
- Shoreland Protection Overlay
- Water
- Wetland

- Existing Residential Structure
- Future Cell Tower
- Future Rustic Road



Data Sources: Town of Round Lake, Northwest Regional Planning Commission, Wisconsin Department of Natural Resources (Wetlands), Sawyer County (NR115 buffer)

0 0.5 1 2 3 4 5 Miles

1 inch equals 1.51 miles



Conditional Use Permit Request STAFF REPORT

Prepared By: Jay Kozlowski, Sawyer County Zoning & Conservation Administrator

File: # CUP 26-002

Applicant:

Chad & Robin Steffens
402 Saint James Drive
Lanesboro, MN 55949

Property Location & Legal Description:

Town of Round Lake. Part of the SWSE, Lot 7 CSM 18/101 #5427; S11, T41N, R08W; Tax ID #26567; Parcel #024-841-11-4307; 5.714 total acres; Zoned Residential/Recreational One (RR-1). Site address of 12797W Goldfinch Lane.

Request: Purpose of request is for a 10' x 16' accessory structure (shed) on vacant lot. The shed is existing on the property and was purchased this way by the current owner. As per Sawyer County Code of Ordinances Section 4.26 (1) with automatic conditions as the request will be for an accessory structure on vacant land being granted a 3-year time frame to build a primary dwelling.

4.26(1)....The construction of accessory buildings on vacant property may only be allowed by Conditional Use with Town and Zoning Committee Approval. Granting of a Conditional Use will require within 3 years for a principal dwelling Land Use Permit to be applied for and the principal dwelling to be built within the permit time frame on the same parcel. Failure to build principal dwelling will result in citation and order for removal of accessory structure.

Project History & Summary of Request

This request is to allow for a 160 sq ft shed on vacant land prior to building primary dwelling. This case is a result of an order for correction letter that was sent to the applicant. In conversations with the applicant, they were sent an order for correction letter for non-compliance of ordinance requirements in that an accessory structure in excess of 144 sq ft exists on the property. The current applicant indicated they purchased the property with the shed on it in August of 2025 and were unaware that it was in violation. The applicants are aware that approval of this CUP will require a Land Use Permit to be taken out within 3 years to build a primary dwelling or they will need to remove the existing 160 sq ft shed. The existing shed meets all other ordinance requirements including applicable setbacks.

Additional information for Conditional Use Permits:

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.

If an applicant agrees to meets all of the requirements and conditions specified in the county ordinance or those imposed by the county zoning board, the county shall grant the conditional use permit. Any condition imposed must be related to the purpose of the ordinance and be based on substantial evidence. The conditions must be reasonable and, to the extent practicable, measurable. The applicant must demonstrate that the application and all requirements and conditions established by the county relating to the conditional use are or shall be satisfied, both of which must be supported by substantial evidence. The county's decision to approve or deny the permit must be supported by substantial evidence.

Possible Conditions for Approval: (choose from list below) (add or delete from list below)

- 1 Land Use Permit for (shed) **accessory structure** is still required if CUP is approved and is required within 60 days of Zoning Committee approval. The after-the-fact fee will be waived and will require an additional \$50 fee with Land Use Permit submittal.
- 2 Land Use Permit is required and applied for **principal structure** within 3 years from date of Zoning Committee decision. Failure to apply will result in citation with potential order for removal of accessory building.
- 3 Proposed accessory structure must me all other Sawyer County Zoning & Conservation requirements including setbacks and also compliant with all other State & Federal Laws.
- 4 Size of accessory structure is not to exceed 160 sq ft and is less than 14' in height.
- 5 No habitable living area is allowed within accessory structure.

Findings of Fact:

Does the request do the following? Yes/No

1. Promote the public health, safety, convenience and general welfare;
2. Encourage planned and orderly land use development;
3. Protect property values and the property tax base;
4. Permit the careful planning and efficient maintenance of highway systems;
5. Ensure adequate highway, utility, health, educational and recreational facilities;
6. Recognize the needs of agriculture, forestry, industry and business in future growth
7. Encourage uses of land and other natural resources which are in accordance with their character and adaptability;
8. Provide adequate light and air, including access to sunlight for solar collectors and to wind for wind energy systems;
9. Encourage the protection of groundwater resources;

10. Preserve wetlands;
11. Conserve soil, water and forest resources;
12. Protect the beauty and amenities of landscape and man-made developments;
13. Provide healthy surroundings for family life;
14. Promote the efficient and economical use of public funds.



SUBJECT: Conditional Use Public Hearing Application #26-002

Town of Round Lake

TO: Sawyer County Zoning and Conservation Administration
10610 Main Street Suite 49
Hayward, Wisconsin 54843
Attn: Kathy Marks E-mail: kathy.marks@sawyercountygov.org



Property Owner Name & Address:

Chad and Robyn Steffens
12797 W Goldfinch Lane
Hayward, WI 54843

Mailing address:
402 Saint James Drive
Lanesboro, MN 55949

Phone: Chad: 763.286.6410 Robyn: 612.701.8750 Email: chad.steffens2010@gmail.com and laseraddictions@gmail.com

Agent/Buyer Ali Vreeland / Northern Paradise Realty

Phone: 715.699.0944 Email: ali.vreeland@gmail.com

Property description including Parcel Number:

Parcel Identification Number: 024-841-11-4307

Parcel 1: That part of the South Half of the Southeast Quarter (S½SE¼), Section Eleven (11), Township Forty-one (41) North, Range Eight (8) West, located in the Town of Round Lake, Sawyer County, Wisconsin, more particularly described as Lot 7 as recorded in Volume Eighteen (18) of Certified Survey Maps, page 101-102, Survey No. 5427 as Document No. 254837.

Parcel 2: Subject to and together with a non-exclusive easement for ingress and egress as shown on Certified Survey Map referred to herein and by instruments recorded July 8, 1996 in Volume 581 of Records, page 100 and recorded August 7, 1996 in Volume 583 of Records, page 325.

Permit is desired for:

We are requesting a Conditional Use Permit for a 10x16 Utility Shed that was on the lot during the active listing and was included in the sale of our 5.71-acre lot, which closed on 8/22/2025. This shed has been in place for approximately two years. We were not aware that the prior owner had not obtained a permit, nor that the shed did not meet compliance, until after our sale closed. The utility shed has remained non-compliant for the past two years without issue, and we do not feel we should be penalized with the \$350 administrative fee or required to remove the structure – especially since it was purchased as part of the property and not installed by us. We bought the shed with the lot because we plan to build a home on this vacant land in the future. The structure has not posed any safety, environmental, or aesthetic concerns, and it serves as a vital function for property maintenance and storage.

We respectfully request that the City Council consider granting us this conditional use permit. We are committed to working with the city to find a reasonable and fair resolution. We are happy to attend a council meeting as needed.

We appreciate your time and consideration of this request. Thank you for your time and consideration of this matter.



Applicant (Property Owner)



Applicant (Property Owner)

Fee: \$350.00 (January 2021)

Date of Public Hearing: Jan. 16, 2026

Signature of property owner(s) required. The undersigned person(s) hereby give permission for access to the property for inspection by Municipal Officials, Sawyer County Zoning Staff and Sawyer County Zoning Committee members if needed.

Real Estate Sawyer County Property Listing

Today's Date: 11/14/2025

Property Status: **Current**

Created On: 2/6/2007 7:55:45 AM

[Description](#)

Updated: 8/26/2025

Tax ID:	26567
PIN:	57-024-2-41-08-11-4 03-000-000070
Legacy PIN:	024841114307
Map ID:	.15.7
Municipality:	(024) TOWN OF ROUND LAKE
STR:	S11 T41N R08W
Description:	PRT SWSE LOT 7 CSM 18/101 #5427
Recorded Acres:	5.714
Calculated Acres:	5.716
Lottery Claims:	0
First Dollar:	No
Zoning:	(RR1) Residential/Recreational One
ESN:	461

[Ownership](#)

Updated: 8/26/2025

CHAD A & ROBYN R STEFFENS	LANESBORO MN
Billing Address:	Mailing Address:
CHAD A & ROBYN R STEFFENS 402 SAINT JAMES DR LANESBORO MN 55949	CHAD A & ROBYN R STEFFENS 402 SAINT JAMES DR LANESBORO MN 55949

[Site Address](#) * indicates Private Road

12797W GOLDFINCH LN * HAYWARD 54843

[Property Assessment](#)

Updated: 6/19/2024

2025 Assessment Detail		Tribal Exempt <input type="checkbox"/>	
Code	Acres	Land	Imp.
G1-RESIDENTIAL	5.714	24,900	0
2-Year Comparison	2024	2025	Change
Land:	24,900	24,900	0.0%
Improved:	0	0	0.0%
Total:	24,900	24,900	0.0%

[Recorded Documents](#)

Updated: 8/26/2025

WARRANTY DEED

Date Recorded: 8/22/2025

[456515](#)

WARRANTY DEED

Date Recorded: 10/14/2020

[427247](#)

WARRANTY DEED

Date Recorded: 9/27/2011

[374564](#)

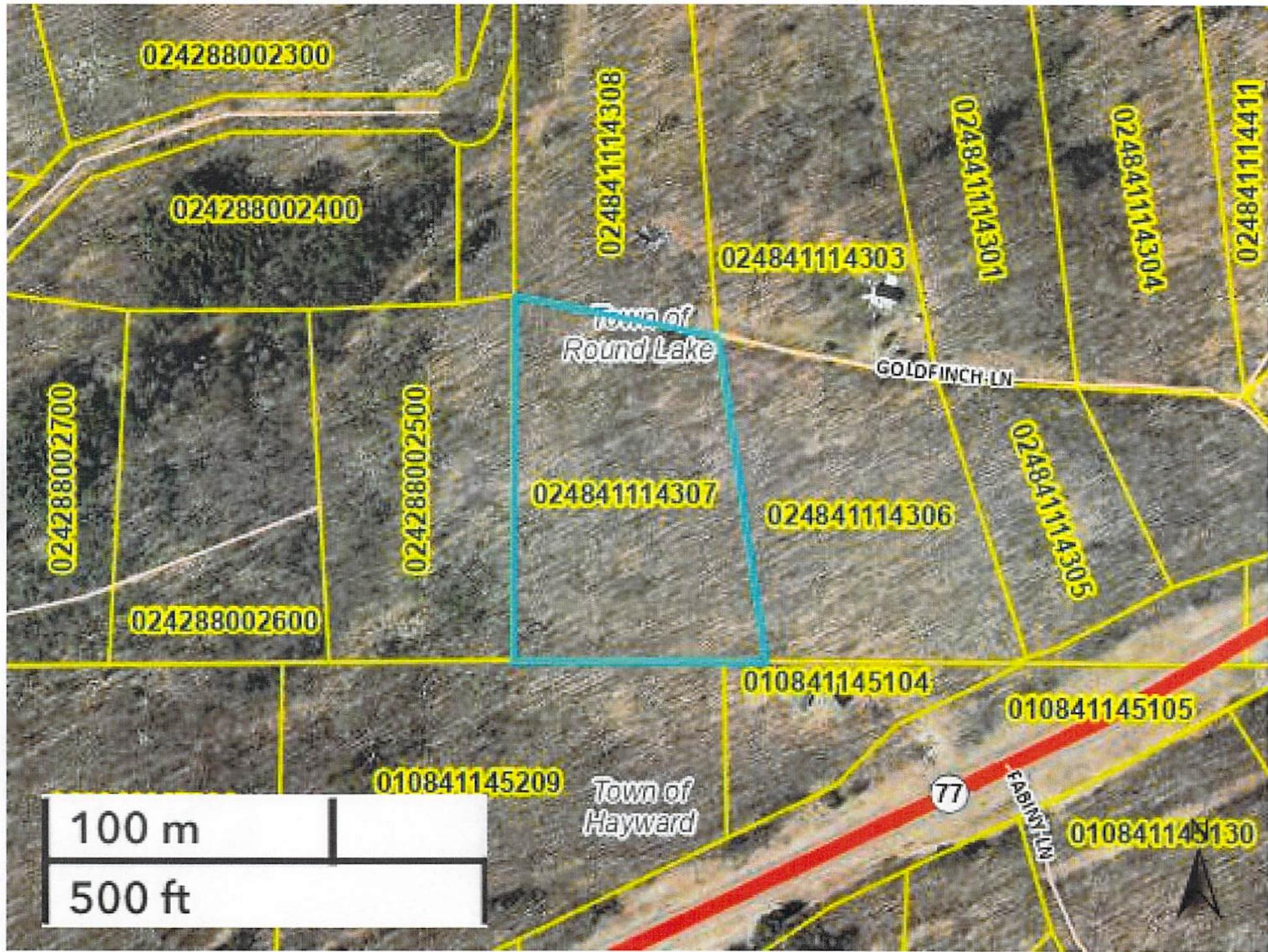
CERTIFIED SURVEY MAP

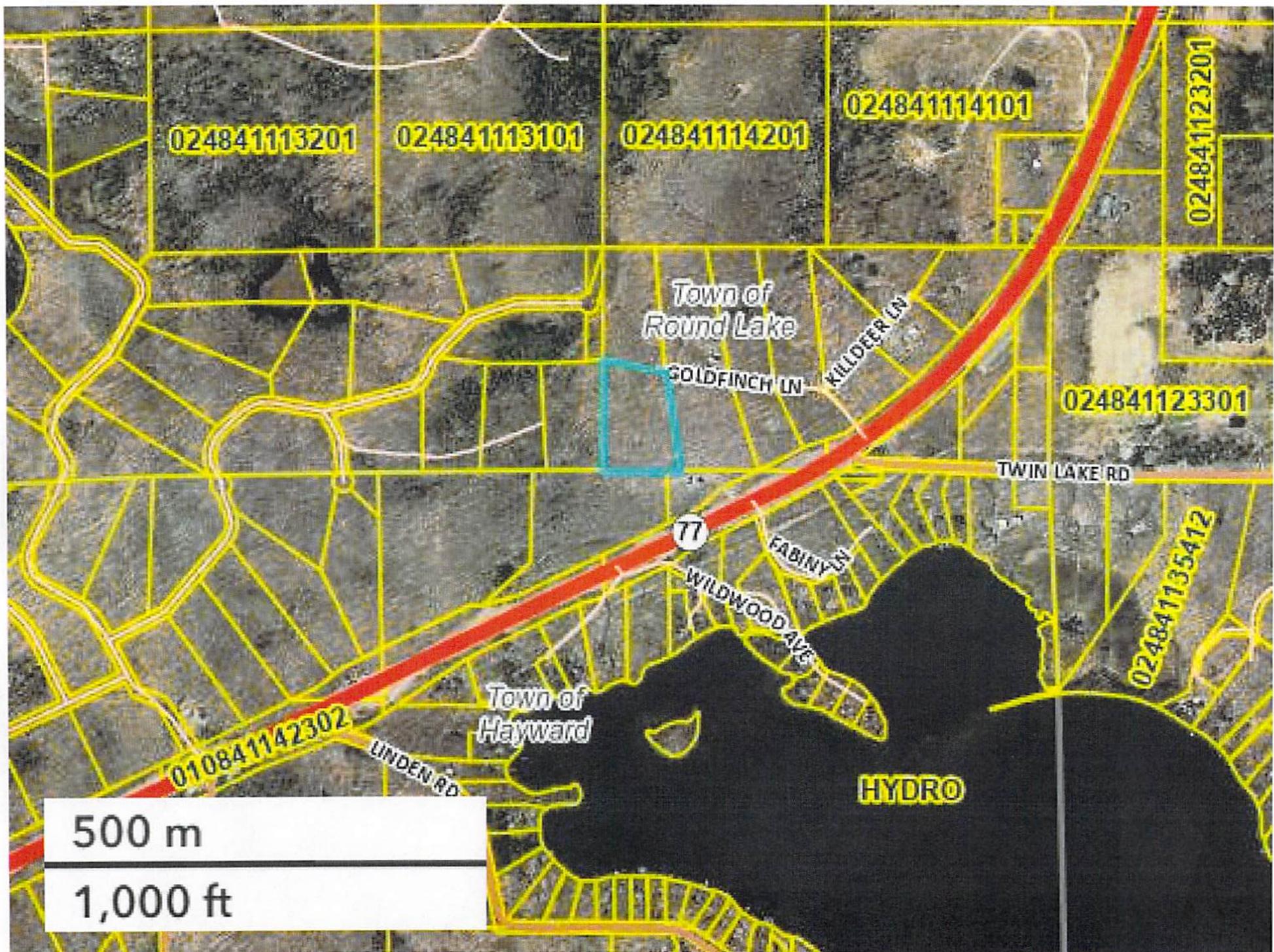
Date Recorded: 6/13/1996

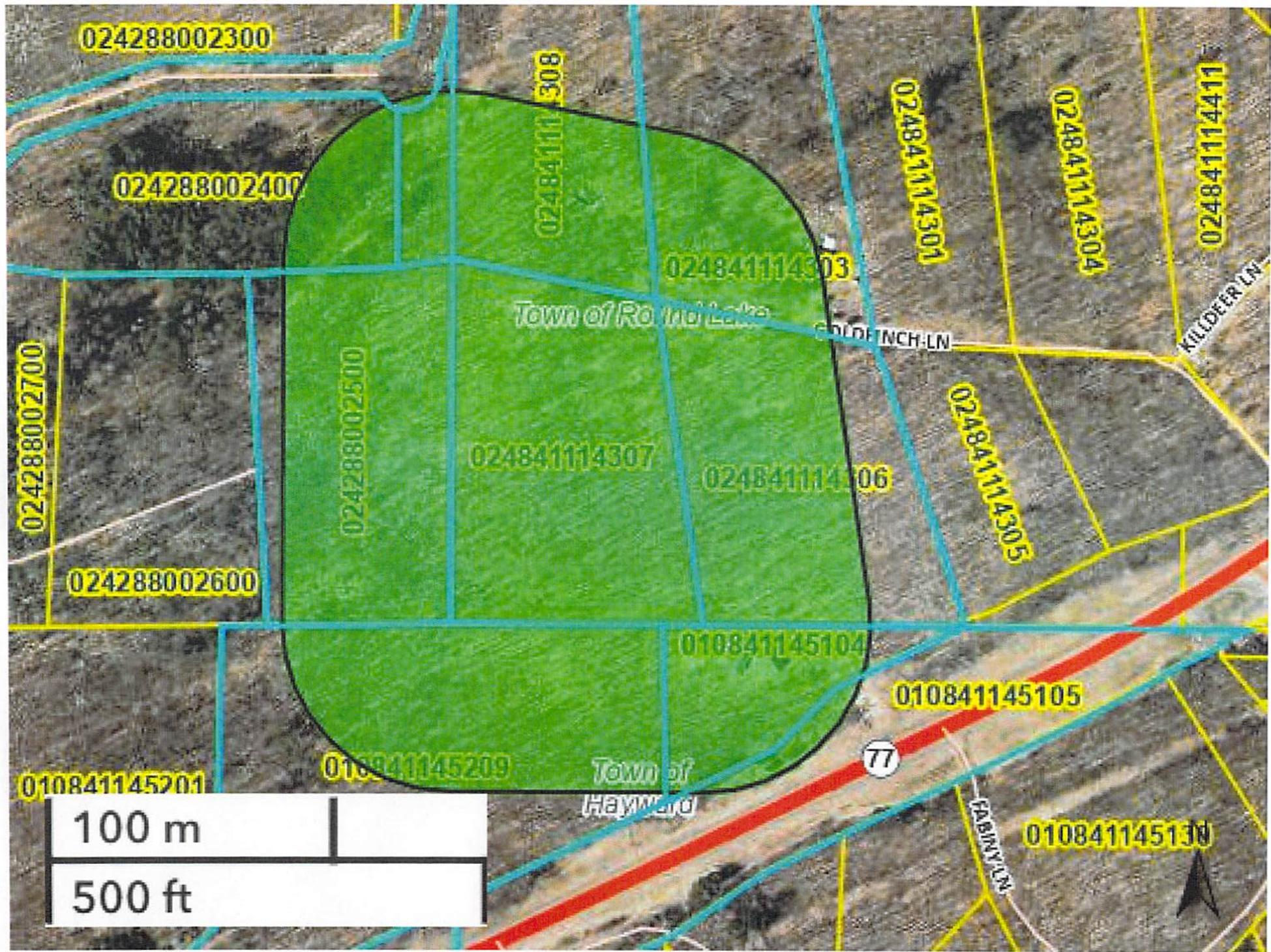
[254837](#)

[Property History](#)

N/A







HEALTH & HUMAN SERVICES

Sawyer County Courthouse
10610 Main, Suite 224
Hayward, WI 54843



715.634.4806 or 800.569.4162
Health Services Fax
715.634.3580
Human Services Fax
715.634.5387

December 23, 2025

Town of Round Lake
Board of Supervisors
10625 N County Road A
Hayward, WI 54843

Re: Condition of Property Located at 11116W Chief River Rd

Dear Board of Supervisors,

Thank you for sending the correspondence regarding the potential human health hazard at the property at **11116W Chief River Rd**. An onsite assessment of the current state of the property was conducted on October 21, 2025. While the property may require maintenance or improvements, this property does **not** presently pose a human health hazard to individuals or the public at large. By definition, "Human health hazard" means a substance, activity or condition that is known to have the potential to cause acute or chronic illness, to endanger life, to generate or spread infectious diseases, or otherwise injuriously to affect the health of the public (WI Statutes 254.01).

Observations indicate that the property's condition does not pose any immediate public health risks, such as unsafe exposure to hazardous materials, lack of sanitation facilities, or conditions that could reasonably threaten the health of neighboring residents or the public. Although aesthetic or structural concerns may warrant future attention, these issues appear to be non-hazardous to humans at this time. It may be of interest for the Township to review State Statute Chapter 66, specifically § 66.0413 Razing Buildings.

We will continue to monitor the property for human activity and request that the Town notify us of any observed changes. We will send a letter to the owner informing them that any prospective occupant must notify the Health Officer for an assessment prior to taking occupancy.

Thank you again for your communication with us. Please feel free to contact the Environmental Health Team at 715-634-4806 or environmentalhealth@sawyerhs.hayward.wi.us if further discussion is needed.

Sincerely,

Julie McCallum, MPH, RN
Sawyer County Health Officer