



December 2011 Newsletter

Town Website: www.townofplymouthwi.com
Town Hall: 8219 High St. P.O. 464 Hanover, WI 53542

Town Email: townofplymouth@gmail.com
Town Phone: 608-879-4012

PLYMOUTH TOWN BOARD - Meets the Second Tuesday of the Month at 7 p.m. at Town Hall.
PLANNING AND ZONING COMMISSION – Meets the Last Tuesday of the Month at 7 p.m. at Town Hall.
These are public meetings and everyone is encouraged to attend!

TOWN OFFICE HOURS

Town of Plymouth Office, located in the Plymouth Town Hall, is open Saturdays from 10 am - 12 p.m. and 6:30 – 7 p.m. before the regular Town Board meetings held on the second Tuesday of the month. Other times are possible, just contact Sue Douglas, Clerk, at 876-6112.

CURRENT ELECTED TOWN OFFICIALS

Town Chairperson: Lawrence (Larry) Harding Jr., 608-879-2542
Supervisor: William (Bill) Orchard, 608-876-6083
Supervisor: Sean Snyder, 608-449-5800
Clerk: Susan (Sue) Douglas, 608-876-6112
Treasurer: Tippy Phillips, 608-879-9263

TOWN INFORMATION AND LEGAL NOTICES

Meeting notices and agendas, ordinance adoptions, and other important town notices are posted in the following locations:

Town web site: www.townofplymouthwi.com
Plymouth Town Hall-parking lot
Hanover Post Office
Bass Creek Golf Club
American Legion, Orfordville
Farmers and Merchants Bank, Orfordville



Annual Dog License
Application is included with this newsletter. **All dogs over 5 months of age must be licensed each year by April 1st.**

2012 TOWN BUDGET

At the November 15, 2011 special board meeting which followed a public hearing, the Town Board adopted its budget for 2012 in the amount of \$392,450.00. The Town of Plymouth General Property Taxes (Levy) was set at \$156,484.00.

PROPERTY TAXES

Property Tax Statements will be mailed after December 8th. Any questions on Property Tax Statements, contact Tippy Phillips, Town of Plymouth Treasurer, at 879-9263



CURBSIDE TRASH AND RECYCLING COLLECTION UPDATE

Rock Disposal is our service provider for trash and recycling collection. The cost for this service is listed as a special charge on property tax statements for parcels with residences. This special charge reflects the actual cost for the service which is \$165 per unit for 2011. The cost has risen due to an increase in rates plus additional landfill and fuel surcharges. **TRASH** is collected **weekly on Wednesday** and **RECYCLABLES** are collected **every other week on Wednesday**. Everything should be placed in the carts provided by Rock Disposal and remember to allow room around each cart to permit the truck mounted arm to clasp your cart(s). Also remember to keep your carts off of the road. If they are in the road, the plow truck drivers will have difficulties plowing the roads thoroughly and may hit your cart.

ELECTIONS

2012 ELECTIONS: The Spring Primary will be held on February 21st and the April Election which is also the Presidential Preference Primary in WI will be held on April 3rd. The Fall Primary has been moved to August 14th and the November General Election will be held on November 6th. Voting is held at the Plymouth Town Hall and voting hours are from 7 am to 8 pm.

VOTING REQUIREMENTS: Everyone wishing to vote in Wisconsin must be registered to vote. To be eligible to register here, you must be a citizen of the U.S., be eighteen years old on or before Election Day, have been a resident of the Town of Plymouth for a minimum of **28** days prior to Election Day, and not be disqualified as described in Wis. Stat. 6.03



VOTER REGISTRATION CHANGES

You can register to vote up until the Friday before the election or on Election Day. You must reside at your address for **28** consecutive days to be eligible to vote, and you may no longer use a corroborating witness as proof of residence. Proof of residence is required when registering less than 20 days before an election, on Election Day, and for first time Wisconsin voters registering by mail. If your photo ID doesn't have your current Town of Plymouth address a copy of a current utility bill, bank statement, government check, paycheck, or government document that shows your name and your current address can serve as proof of residence. For more information on acceptable proof of residence documents contact Sue Douglas, Clerk.

Recent Changes to WI Election Laws:

PHOTO IDENTIFICATION

Beginning in 2012, you cannot receive a ballot until you have met ID requirements. Wisconsin does not issue a separate "Voter ID" card. Instead you must use one of the photo IDs listed below. Your photo ID does not need to show a current address.

ACCEPTABLE FORMS OF PHOTO ID

- Wisconsin DOT issued driver license*
 - Wisconsin DOT-issued photo ID card*
 - U.S. passport*
 - Military ID card*
- *The above 4 documents can be expired but only since the last General Election in November 2010.*
- Certificate of naturalization issued within last two years
 - Unexpired Wisconsin driver receipt or state ID receipt issued by Wisconsin DOT.
 - ID card issued by a federally recognized Indian tribe in Wisconsin.
 - Unexpired ID issued by a Wisconsin accredited university or college that contains an issuance date, student signature, and expiration date within two years of issuance.

If you are eligible to vote but do not have an acceptable photo ID, you may obtain a **FREE** Wisconsin State ID for voting purposes from the DMV.

For detailed information about the Voter Photo ID law, please visit the **Government Accountability Board** website: <http://gab.wi.gov> or call 1-866-VOTE-WIS.

CHANGES TO ABSENTEE VOTING

Beginning in 2012, absentee voters who vote in the clerk's office must present the same type of photo ID required at the polls. Absentee voting in the clerk's office is now restricted to the two weeks before an election. Absentee voting now ends at the close of business the Friday before the election. The new law prohibits absentee voting and voter registration in the clerk's office on the Saturday, Sunday or Monday before an election. Beginning in 2012, absentee requests for ballots sent by mail must be accompanied by a photocopy of an acceptable form of photo ID. Once you have sent the clerk's office a photocopy of your photo ID, you will not need to send photocopies with future absentee ballot requests by mail, fax or email unless you change your name or address.



SIGNING THE POLL BOOK

Voters must sign the poll book to obtain a ballot. The poll book now contains a signature block for each voter. Only one poll book needs to be signed. Voters unable to sign the poll book because of a physical disability are exempt from this requirement. If this applies to you, tell the election officials that you are unable to sign because of a disability. Election officials will write "exempt" in your signature block.

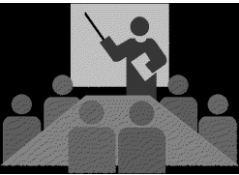
Visit the Voter Public Access website:

<https://vpa.wi.gov> to check your voter status and to check the polling place location, voting history, absentee ballot status and sample ballot (for a recent or upcoming election).

ANNUAL TOWN OF PLYMOUTH MEETING

On Tuesday, April 10th at 7 pm, the Town will have its Annual Meeting. This meeting provides an opportunity for Town of Plymouth residents to express their views, ask questions, and make decisions per State Statutes. It is also an opportunity for the Town Board to inform the public about activities during the preceding year and goals for the future. ***All residents are encouraged to attend.***

TOWN CHAIRPERSON'S REPORT



I first want to thank all of the Town of Plymouth constituents for your support in the 2011 election and giving me the opportunity and privilege to serve as Town Chair of this

great community for a second two year term. As your Town Chair, I am dedicated to continue building relationships with other town, county, and state agency leaders and their associates to better serve in a professional and fiscally responsible manner. Fiscal management of your tax dollars has become a greater challenge with costs increasing at alarming rates while dollars available from grants and state revenue sharing decrease annually.

I encourage everyone to attend and become involved in our town meetings held every month on the second Tuesday at 7pm and/or check out our website and request to be put on an e-mail contact list to receive upcoming meeting notices and minutes of past meetings. Doing this, one can better understand the many important issues our Town Board and the Planning and Zoning Commission are dealing with in order to make the Town of Plymouth a better place to live and work. Anyone in need of information or resolution to a concern should contact any one of the Town's leaders at the phone numbers or the Town's e-mail address provided on page 6 of this newsletter. Please read carefully and retain the useful and important information in this newsletter.

In closing, my hope is for everyone and their families to have a happy, healthy, and safe holiday season and a prosperous 2012.

Larry Harding – Town Chair
townofplymouthchair@gmail.com

PLYMOUTH TOWN BOARD - Meets the Second



Tuesday of the Month at 7 p.m. at Town Hall

The Town Board serves as the community's legislative body, having responsibilities for enacting town ordinances, appropriating funds to conduct town business, and has charge of all town affairs not given by statute to another body, officer, or employee. **The Plymouth Town Board has three voting members: chairperson and two supervisors.** The clerk and treasurer also attend the Board meetings but are non-voting members. The caucus method is used by Town of Plymouth for nominating candidates for these positions. All of these positions are for two year terms with the elections held in the spring of odd years.

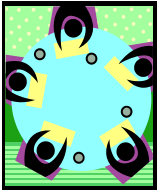
ELECTED TOWN OFFICIALS:

Town Chairperson: The chairperson, **Larry Harding**, is the presiding officer at town board meetings and town meetings. The town chairperson signs documents authorized by the town board, supervises the administration of the statutes, and acts on behalf of the Town Board. The chairperson has a vote like any other supervisor

Town Supervisors: One supervisor, **Sean Snyder**, serves as the Town Ordinance Officer and is the contact for issues regarding ordinances such as dog control, unregistered vehicles, health, sanitation and property maintenance. The other supervisor, **Bill Orchard**, is the contact for town roads including maintenance and right-of-ways.

Town Clerk: The clerk, **Sue Douglas**, is involved in most aspects of town government. This position serves as the custodian of official records and proceedings of the Town Board, manages the Town Office, handles public records requests, coordinates all elections, maintains a finance book, issues licenses or permits, and publishes notices.

Town Treasurer: The treasurer, **Tippy Phillips**, is responsible for the custody and maintenance of all town funds including receiving and disbursing town money, depositing town money, maintaining financial records, handling property taxes and the licensing of dogs.



PLANNING AND ZONING

COMMISSION – Meets the Last Tuesday of the Month at 7 p.m. at Town Hall

The function and duty of the Planning and Zoning Commission is to review all plat, subdivision and zoning changes and forward said recommendations to the Town Board. The Commission also approves Conditional Use Permits. The Town Board Chairperson appoints five citizens to serve on the commission. One member serves as the Planning and Zoning Chairperson and is the presiding officer at the Planning and Zoning meetings. The Chairperson has a vote like any other member. Commission members serve staggered 3 year terms. If you are interested in serving on the Planning and Zoning Commission, please contact the Town Chairperson, Larry Harding, at 879-2542.

Planning and Zoning Chairperson, Delford (Duffy) West, 608-879-2327.

Planning and Zoning Members: Sean Snyder, 608-449-5800, Brian Schlarb, 608-290-6411, James (Jim) Lyga, 608-879-2676 and Lee Schroeder, 608-751-4984

ZONING, VARIANCES, AND CONDITIONAL USE REQUESTS

Contact Sue Douglas, Clerk, for an application if you are interested in rezoning a parcel, requesting a variance from an ordinance or requesting a conditional use which is allowed per the ordinance. Application form information and all forms will be available on the Town's website in January 2012.

NEW TOWN OF PLYMOUTH ZONING ORDINANCE

The Town of Plymouth Zoning Ordinance is currently under revision and will be completed in early 2012. A public hearing will be held in 2012 before the new ordinance can be approved.

ATTENTION: BUSINESSES ON AGRICULTURAL LAND

Property owners who are running businesses on land zoned A1, A2, or A3 will receive a letter informing them that they need to apply for a conditional use permit and a business license in order to comply with the Town of Plymouth Zoning Ordinance.

Criteria: "A business, activity, or enterprise, whether or not associated with an agricultural use, that is conducted by the owner of the property, that requires no buildings, structures, or improvements

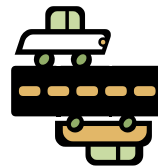
other than a building, structure, or improvement that is an integral part of, or is incidental to, an agricultural use, or a farm residence; employs no more than 4 full time employees annually and that does not impair or limit the current or future use of the farm or of other protected farmland.

BUILDING PERMITS

Building permits are required for new construction such as homes, garages, storage sheds, and pole barns or projects that involve structure changes, installing or relocating plumbing, electrical, heating, and venting or air conditioning equipment. Additions, alterations or structural repairs to buildings also require a permit as does installation or upgrading of driveways. The exception to a permit is installing new shingles, siding or replacing windows/doors that are the same size as the existing. All permits are issued by Town of Plymouth Building Inspector, Chris Dodge. He also performs inspections of new construction, additions or remodeling, plus others required per ordinances. Contact Building Inspector Chris Dodge at 756-3154.



ROAD IMPROVEMENTS



Town roads are evaluated based on a numerical rating system from the DOT. This rating system assists the Board in determining priorities for road maintenance and improvements. This year road repair included grader patching on Footville-Hanover Road and seal coating the following roads: Coon Island, Spring Valley, South Footville, Pinnow Grove, Schuman, Race, Butler, and Hanover. Supervisor Bill Orchard is the town official in charge of the roads. Contact him with any questions or concerns at 876-6083

REVALUATION OF TOWN OF PLYMOUTH

A revaluation of all property in the Town of Plymouth has begun. The State of Wisconsin requires us to stay within 90% of estimated market value. We have been out of compliance (under 90%) for 5 years in a row and are required by the State of Wisconsin to do a revaluation immediately. The Town Board has contracted with our assessor, Associated Appraisal Consultants, Inc., to revalue the Town. This will require an onsite visit to each property in the Town of Plymouth. Our assessor, Associated Appraisal



Consultants, Inc. will be contacting each property owner about the upcoming onsite visit.

OPEN BOOK: Our assessor, Associated Appraisal Consultants, Inc., will hold an **Open Book Session** this spring. This is the best opportunity for you, as a taxpayer, to review your assessment, review the assessment roll, check for errors, compare assessments and request changes after comparing your assessment to others by providing evidence for the change request. If you are not satisfied with the outcome of these discussions, an appeal may be made to the Board of Review, which is comprised of the Town Board. We encourage anyone who has questions about their assessment to attend the Open Book. Taking the time to meet with the assessor can be very helpful and informative. Watch for the date of the Open Book Session on the Town of Plymouth website and at the regular posting sites.

BOARD OF REVIEW: The main function of the Board of Review is to hear objections to valuations that have not been resolved with the assessor during the Open Book. **The taxpayer must make an appointment to appear at the Board of Review and be prepared to present factual evidence to support the objection.** Contact Town of Plymouth Clerk, Sue Douglas, or Associated Appraisal Consultants, Inc. for information and the required forms. Watch for the date of the Board of Review on the Plymouth Town website and at the regular posting sites.

STRAY DOGS



If you find a stray dog check to see if it has a tag and contact the owner yourself. If the stray has a dog tag the Town of Plymouth Treasurer, Tippy Phillips, can assist in identifying the owner. If unable to identify the owner due to missing tags, contact Supervisor Sean Snyder, the Town's ordinance officer. **Please license your dog to help us provide the best service to the community and you.**

FIRE WORKS DISPLAYS



Residents are reminded that the town requires that anyone using fireworks in the township obtain a permit from the Town Chairperson. You will also need proof of insurance liability coverage.

INVASIVE WEEDS

It is a resident's responsibility to destroy invasive and noxious weeds on their property. Property owners are encouraged to identify and control weeds before they flower and seed.

BURNING



Town of Plymouth Ordinance 1996-1 regulates burning in the Town of Plymouth and adopts the Burning Permit Guidelines of the Orfordville Fire Protection District. Contact the Orfordville Fire Department at 879-2122 for clarification on what can be burned and when you plan to burn.

ROAD RIGHT-OF-WAY

Property owners need to be aware that per the Town of Plymouth Zoning Ordinance all local roads shall have a minimum setback of 85 feet from the centerline or 50 feet from the right-of-way line, whichever is greater. Minimum road right-of-way shall be 70 feet. Trees, brush, crops, etc, should not be in the right-of-way as they can cause visual impediments to vehicles and/or drainage problems.

UPCOMING EVENTS

December 13, 2011	Town Board Meeting
December 27, 2011	Planning & Zoning Meeting
January 10, 2012	Town Board Meeting
January 31, 2012	Planning & Zoning Meeting
February 21, 2012	Primary Election
April 3, 2012	Spring Election
April 10, 2012	Annual Town Meeting
TBD/May 2012	Open Book
TBD/June 2012	Board of Review
August 14, 2012	Partisan Primary (was in Sept.)
November 6, 2012	General Election

HOW TO CONTACT US

1. Town website is your best source for current information, agendas, notices, forms, etc. : www.townofplymouthwi.com
2. Send an email to: townofplymouth@gmail.com
3. Call the Town Hall Office at **879-4012** and leave a message.
4. Call the Town Clerk, Sue Douglas, at **876-6112**.
5. Call any Town official. Numbers are provided on the last page of this newsletter.





DIRECT CONTACT NUMBERS

Larry Harding, Chairperson

879-2542

Bill Orchard, Supervisor

876-6083

Sean Snyder, Supervisor

449-5800

Sue Douglas, Clerk

876-6112

Tippy Phillips, Treasurer

879-9263

Chris Dodge, Building Inspector

756-3154

Delford (Duffy) West, Planning & Zoning

Chairperson

879-2327

Email: townofplymouth@gmail.com

Website: www.townofplymouthwi.com

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- Associated Appraisals, Assessor
1-800-721-4157
 - Rock Disposal
365-7625
 - Orfordville Fire Dept
879-2122, Non-emergency
 - Rock County Administrator, Troy Knutson
757-5510
 - Rock County Clerk, Lori Stottler
757-5667
 - Rock County Health Department
757-5442
 - Rock County Planning & Development
757-5587
 - Rock County Public Works, Highway & Parks
757-5450
 - Rock County Real Property
757-5610
 - Rock County Sheriff's Department
757-2244, Non-emergency
 - Rock County Treasurer, Vicki Brown
757-5670

2012 FEE SCHEDULE

LICENSES-ANNUAL

Dog:

Male/Female	\$15.00
Neutered/Spayed	\$10.00
Puppy	\$7.50
Late fee, after April 1	\$7.00 (per dog)
Multiple	\$35.00 (Dog Kennel License required)
Dog Kennel	\$50.00

Alcohol:

Liquor: Class "B" Beer	\$100.00 plus publication fee
Class "B" Liquor	\$500.00 plus publication fee
Operator's (Bartender):	\$25.00

Other:

Manufactured Home Park	\$100.00
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PERMITS

Single Family Home	\$625.00
Residential Additions <u>under</u> 1000 sq ft	\$60.00 minimum; \$240.00 with plumbing, electric, & HVAC
Residential Additions <u>over</u> 1000 sq ft	\$120.00 minimum; \$300.00 with plumbing, electric, & HVAC
Residential Outbuildings	\$60.00 minimum, \$120.00 with electric
AG Buildings	\$60.00 minimum, \$120.00 with electric
Electric Service	\$60.00
New Commercial buildings or structures	\$750.00
Commercial alterations, additions	\$300.00
Signs	\$60.00, \$120.00 with electric
Billboard signs	\$500.00
Driveway	\$150.00

PLANNING AND ZONING:

Conditional Use	\$300.00
Rezoning	\$300.00
Variance	\$300.00 plus costs
New Tower	\$3000.00
Addition to existing tower	\$1000.00
Livestock Facility	\$1000.00

MISC. FEES:

Copy	\$0.25 per page
Special Assessment Letter	\$10.00
Zoning Ordinance Book	\$10.00