



**CITY OF WAUPACA
CITY PLAN COMMISSION MEETING
WEDNESDAY, MAY 9, 2018 5:15 P.M.
COUNCIL CHAMBERS, CITY HALL**

CITY OF WAUPACA MISSION STATEMENT: *“The city of Waupaca’s mission is to lead creatively, plan wisely and spend prudently to provide the services that ensure a safe and vibrant community.”*

AGENDA:

1. Approve Agenda
2. Approval of Plan Commission Minutes
 - a. April 11, 2018 Public Hearing Minutes
 - b. April 11, 2018 Meeting Minutes
3. Annual Review of the Code of Ethics
4. ACTION ITEMS:
 - a. Rezoning | Bette C Ferg, Premier Real Estate Management, LLC, Agent, Commercial Drive
 - b. Site Plan Review | Bette C Ferg, Premier Real Estate Management, LLC, Agent, Commercial Drive
5. DISCUSSION ITEMS:
 - a. PUL Public Utility Lands District Ordinance DRAFT (To Be Distributed)
6. REPORTS:
 - a. April 2018 Building Permits
 - b. Development update
7. Adjournment

Mayor Brian Smith, Chairperson
City Plan Commission

PLEASE NOTIFY THE CLERK’S OFFICE IF YOU ARE UNABLE TO ATTEND.

PLEASE ADVISE THE CITY CLERK’S OFFICE IF YOU REQUIRE SPECIAL ACCOMMODATIONS. THE CITY OF WAUPACA PROVIDES EQUAL OPPORTUNITIES FOR PUBLIC MEETINGS.

**CITY OF WAUPACA
CITY PLAN COMMISSION**

**PUBLIC HEARING
COUNCIL CHAMBERS, CITY HALL**

**WEDNESDAY, APRIL 11, 2018
5:15 P.M.**

Present: Mayor Brian Smith, Chairperson, Ald. Eric Olson, John Kneer, Pat Phair, Tracy Behrendt and Justin Berrens, Public Works Director

Absent: Ald. Alan Kjelland, excused

Others Present: Henry Veleker, City Administrator/Clerk and Brennan Kane, Development Director

PUBLIC NOTICE

REZONING

CITY OF WAUPACA

The City of Waupaca is proposing a Zoning Change from “R-3 Multiple-Family Residence District” to “B-7 Riverfront District” for the following parcel of land:

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Address</u>
David E & Stephanie A Shambeau	34-19-44-23	222 North Main Street

AND

The City of Waupaca is proposing a Zoning Change from “B-2 Central Business District” to “B-7 Riverfront District” for the following parcels of land:

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Address</u>
Kirt R Johnson	34-19-44-31	116/118/120/122/124 Water Street
RRD Investments Inc.	34-19-44-21	106/108 Water Street
Joseph M & Suzanne S Udoni	34-19-44-22	102 Water Street
Mike A & Amy S Boldt	34-30-11-7	206 North Main Street
PDM Properties LLC	34-30-11-8	204 North Main Street
Dennis A & Patricia K Dulske	34-30-11-9	200 North Main Street
City of Waupaca	34-30-11-10	126 North Main Street
Allen J & Deborah M Domask	34-30-11-11	124 North Main Street
Jeffrey S & Patrice L Fletcher	34-30-11-12	118 North Main Street
Uptown Enterprises of Waupaca LLC	34-30-11-13	114/116 North Main Street
112 N Main LLC	34-30-11-14	112 North Main Street
Smith Enterprises Waupaca	34-30-11-15	108 North Main Street
Smith Enterprises Waupaca	34-30-11-16	106 North Main Street
Pegorsch Investments LLC	34-30-11-17	104 North Main Street
Dehamer Taxidermy LLC	34-30-11-18	102 North Main Street
Senboss Properties LLC	34-30-11-19	100 North Main Street
Fulton Street Partnership	34-30-11-21	111 East Fulton Street

Public Hearing
April 11, 2018

James E Stephens	34-30-11-22	113 East Fulton Street
T-Dubs Pub LLC	34-30-11-23	115 East Fulton Street
Waupaca Thrift LTD	34-30-11-24	123 East Fulton Street

See map for reference.

YOU ARE HEREBY NOTIFIED the Public Hearing for the rezoning change is scheduled for Wednesday, April 11, 2018 at 5:15 p.m. in the Council Chambers of the City Hall, 111 S. Main Street, Waupaca. The hearing will be for the purpose of giving an opportunity for any person interested, their attorneys or agents, to be heard.

Henry Veleker
City Administrator/Clerk

PUBLISH: March 22 and 29, 2018

Brennan Kane explained the city's reasons for the Public Hearing for the rezoning of the above named properties.

Mayor Smith asked for testimony in favor of the subject and limit comments to 3 minutes or less.

Hearing none, Mayor Smith asked for testimony in opposition of the subject and limit comments to 3 minutes or less.

Jim Niegard thinks the ordinance should include the ability to rent the back half and rent the front half to someone who would live and work there but not own the building.

Dave Shambeau, 714 Woodland Circle, Waupaca, WI was previously issued a Special Use Permit and is already "grandfathered" in and was concerned that if something were to happen to his building would he be able to build it exactly "as is" to fulfill his HUD Contract.

Kirt Johnson had concerns that if disaster struck his building on Water Street would he be able to build in kind because the ordinance would make it non-conforming along with the building being within the floodplain.

Rick Wolter asked the commission to hold off on passing this Ordinance to get a better picture of the bigger issues. He spoke of the requirement and cost to have floodplain insurance and asked why the wording in the ordinance had to be owner/occupied live/work.

James Stephens, 509 6th Street, Waupaca, WI agreed with Mr. Niegard and Mr. Wolter and wanted rental units to be available rather than being owner occupied.

Pat Fletcher, Owner of 118 N. Main St, Waupaca, WI has concerns about the apartments on Cooper Street and about the stipulation limiting the number of employees allowed per business. Mayor Smith asked how many apartments she currently has and Ms. Fletcher replied 5, with 2 located on Cooper Street.

Public Hearing
April 11, 2018

Michelle Drake, N2386 Tammy Trail, Waupaca, WI co-owner of Lucky Tree felt that there is a lot of potential for downtown and supported the possibility of a live/rent concept for downtown businesses, as most start-ups do not have a lot of money. She questioned the number of employees allowed per business in the ordinance and did not want to limit a thriving business.

Louis Johnson, 523 S. Main St, Waupaca, WI said she is an artist and has been looking at buildings along N. Main Street, she didn't know there were restrictions and hoped that the Plan Commission considered the ideas presented at the public hearing.

Kent Pegorsch, E2225 Meadow Valley Ct, Waupaca, WI, is a part owner of 103 N. Main Street and 104 N. Main Street. He said he is not opposed to anything he just wanted to comment that he is concerned about a live/work requirement, as he wants to make sure there is a retail component to each business fronting N. Main Street.

Nancy Niegard, E1449 Cty Rd Q, Scandinavia, WI, owns 114 N. Main St. was unaware of the requirement that rental properties facing Cooper Street are not allowed residency. She fears that the restrictions are not potentially profitable for any new business, especially with the employee limitations.

Anita Olson, N3541 Anderson Rd, Waupaca, WI, owner of Embellishments, said she is hoping that more businesses occupy N. Main Street.

Hearing no further testimony in favor or in opposition of the subject Mayor Smith declared the Public Hearing closed at 5:46 p.m.

Mayor Brian Smith, Chairperson

ss

**CITY OF WAUPACA
CITY PLAN COMMISSION**

**PUBLIC HEARING
COUNCIL CHAMBERS, CITY HALL**

**WEDNESDAY, APRIL 11, 2018
5:46 P.M.**

Present: Mayor Brian Smith, Chairperson, Ald. Eric Olson, John Kneer, Pat Phair, Tracy Behrendt and Justin Berrens, Public Works Director

Absent: Ald. Alan Kjelland, excused

Others Present: Henry Veleker, City Administrator/Clerk and Brennan Kane, Development Director

PUBLIC NOTICE

SPECIAL USE PERMIT

CITY OF WAUPACA

YOU ARE HEREBY NOTIFIED that 112 N Main, LLC, Tammy Wolter, owner/agent, has made application to the City Plan Commission requesting a Special Use Permit in accordance with Section 17.230(7)(c)(3) of the Municipal Code, B-7 Riverfront District, Special Uses, to allow for Main Level Live-Work Unit.

112 N. Main Street:

A parcel of land located in part of Outlot Block 29 of the Original Plat of the Village (Now City) of Waupaca in the Northeast Quarter of the Northeast Quarter of Section 30, Town 22 North, Range 12 East, City of Waupaca, Waupaca County, Wisconsin, more fully described as follows:

Commencing at the North Quarter Corner of said Section 30; thence South 88 degrees 58 minutes 13 seconds East coincident with the North line of the Northeast Quarter of said Section 30 a distance of 2041.99 feet to its intersection with the easterly line of North Main Street; thence South 00 degrees 26 minutes 06 seconds East coincident with said East line a distance of 252.45 feet to the point of beginning:

Thence continuing South 00 degrees 26 minutes 06 seconds East coincident with said East line a distance of 24.00 feet; thence North 89 degrees 57 minutes 03 seconds East a distance of 101.20 feet; thence North 00 degrees 26 minutes 06 seconds West a distance of 24.00 feet; thence South 89 degrees 57 minutes 03 seconds West a distance of 101.20 feet to the point of beginning.

Said parcel of land containing 0.056 acres (2429 square feet) more or less. Subject to all easements and restrictions of record.

Tax Parcel No. 34-30-11-14

Public Hearing
April 11, 2018

YOU ARE FURTHER NOTIFIED that the City Plan Commission will hold a Public Hearing on the request on Wednesday, April 11, 2018 at 5:15 p.m. in the Council Chambers, City Hall, 111 S. Main Street. The hearing will be for the purpose of giving an opportunity for any person interested, their attorneys or agents, to be heard.

Henry Veleker
City Administrator/Clerk

PUBLISH: March 29, 2018

Brennan Kane explained the city's reasons for the Public Hearing for the Special Use Permit of the above named property as requested by Rick and Tammy Wolter, 112 N. Main LLC. Mayor Smith explained that once this property is rezoned to B-7 everyone in this district will be required to have a Special Use Permit for anyone who wants to live/work in the same building.

Mayor Smith asked for testimony in favor of the subject and limit comments to 3 minutes or less.

Jim Niegard said he owns the property to the North of the property being considered for a Special Use Permit located at 112 N. Main St. He said he is in favor of the Special Use Permit being issued to Rick and Tammy Wolter.

Sharon Radley, E1609 Grandview Road, Waupaca, WI said she owns Grandview Studio said she lives next door to her studio and said it is a good setup and she is in favor of issuing the Special Use Permit.

Kent Pegorsch, Main Street Marketplace is in favor of the Special Use Permit being issued to Rick and Tammy Wolter and he felt that a live/work arrangement is compatible.

Michelle Drake, N2386 Tammy Trail, Waupaca, WI co-owner of Lucky Tree and member of Waupaca, King and In Between said she is excited to see a new business come into the city and is in favor of the Special Use Permit.

Hearing no further testimony in favor of the subject Mayor Smith asked for testimony in opposition of the subject.

Hearing no further testimony in favor or testimony in opposition of the subject Mayor Smith declared the Public Hearing closed at 5:52 p.m.

Mayor Brian Smith, Chairperson

ss

**CITY OF WAUPACA
CITY PLAN COMMISSION**

**REGULAR MEETING
COUNCIL CHAMBERS, CITY HALL**

**WEDNESDAY, APRIL 11, 2018
5:52 P.M.**

1. ROLL CALL

Present: Mayor Brian Smith, Chairperson, Ald. Eric Olson, Tracy Behrendt, Justin Berrens, Public Works Director, Pat Phair and John Kneer

Absent: Ald. Alan Kjelland (excused)

Others Present: Henry Veleker, City Administrator/Clerk and Brennan Kane, Development Director

2. APPROVAL OF AGENDA

MOVED by Comm. Phair **SECONDED** by Ald. Olson, to **APPROVE** the Agenda as printed with additional handouts. 6 ayes, 0 nays, 1 absent. **MOTION CARRIED** on a voice vote.

3. APPROVAL OF PLAN COMMISSION MINUTES

a. February 14, 2018 Meeting Minutes

MOVED by Comm. Behrendt, **SECONDED** by Ald. Olson, to **APPROVE** the February 14, 2018 Meeting Minutes. 6 ayes, 0 nays, 1 absent. **MOTION CARRIED** on a voice vote.

4. ACTION ITEMS:

a. Rezoning / Riverfront District Properties (Ordinance No. 04-18)

Mayor Smith explained that by changing the Riverfront District Properties identified and located on the East side of North Main Street from B-2 to B-7 the city is adding a Special Use Permit be required to allow for live/work, all other aspects of the existing B-2 zoning remained the same. Brennan Kane, Development Director confirmed and added that it also does allow for live/rent which depends on the size of the space and would need to be a 50/50 split. Mr. Kane added that any flood plain requirements are state and FEMA driven requirements that the city does not control. Mr. Kane clarified that the state defines the number of employees allowed per business as 5 people or less, FTE (full time equivalent), when you have a live/work environment sharing a space or common wall between live and work type of units. The city's intention for the property the Wolters purchased on N. Main Street was to find a solution so they could live/work in the same building, which was a concern for the Wolters. However, they cannot live in the storefront facing any public roads. Mr. Kane also reminded the Commissioners that Ordinance No. 04-17 was adopted by Council in October 2017, which created the B-7 Riverfront District.

MOVED by Comm. Phair, **SECONDED** by Ald. Olson, to **RECOMMEND** to Council Rezoning the Riverfront District Properties, Ordinance No. 04-18 changing from B-2 to B-7 Riverfront District Zoning as shown on the Public Notice. 6 ayes, 0 nays, 1 absent. **MOTION CARRIED** on a voice vote.

Comm. Behrendt left the meeting at 6:35 p.m.

b. Special Use Permit / 112 N Main, LLC, Tammy Wolter, Owner/Agent, 112 N. Main Street

City Plan Commission Meeting
April 11, 2018

Brennan Kane, Development Director explained that Tammy Wolter submitted this request for a Special Use Permit for a live/work development at 112 N. Main Street for living in the rear of the property and the business retail space would be located in the front.

Rick Wolter had questions regarding some of the general conditions as listed in Brennan Kane's Executive Summary and asked that certain ones be changed prior to approval such as burying the cables coming into the building, which is another expense for them to deal with. He also questioned the required enclosed structure for the refuge containers stating that some of these conditions are arbitrary and have risen since they first applied for the special use permit. He wanted his concerns put on record. Tammy Wolter would also like to delay the approval of the special use permit, as she does not want to rush these items through without more discussion and resolution prior to passage.

There was general discussion on Rick and Tammy Wolter's concerns. The commission was against delaying the special use and explained that council has the ability to deny the application.

MOVED by Comm. Kneer, **SECONDED** by Ald. Olson, to **RECOMMEND** Council Approve the Special Use Permit for 112 N. Main, LLC, Tammy Wolter, Owner/Agent, 112 N. Main Street. 5 ayes, 0 nays, 2 absent. **MOTION CARRIED** on a voice vote.

5. REPORTS:

- a. **February and March 2018 Building Permits** – informational, no action
- b. **Development Update** – informational, no action

6. ADJOURNMENT

MOVED by Comm. Phair, **SECONDED** by Comm. Kneer, to **ADJOURN** the April 11, 2018 Regular City Plan Commission Meeting. 5 ayes, 0 nays, 2 absent. **MOTION CARRIED** on a voice vote.

The meeting adjourned at 6:58 p.m.

Mayor Brian Smith, Chairperson

ss

ORDINANCE NO. 05-14 (2014)

ORDINANCE AMENDING THE CODE OF ETHICS FOR THE CITY OF WAUPACA

The Common Council of the City of Waupaca do ordain as follows:

Section 1. Section 2.21 of the Municipal Code of the City of Waupaca is hereby amended to read as follows:

2.21 CODE OF ETHICS. (1) Declaration of Policy. The proper operation of democratic government requires that public officials and employees be independent, impartial and responsible to the people; that government decisions and policy be made in proper channels of the governmental structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its government. In recognition of these goals, there is hereby established a code of ethics for all City of Waupaca officials and employees, whether elected or appointed, paid or unpaid, including members of boards, committees, and commissions of the City as well as any individuals who are candidates for elective office as soon as such individuals file nomination papers with the City. The purpose of this code is to establish guidelines for ethical standards of conduct for all such officials and employees by setting forth those acts or actions that are incompatible with the best interests of the City of Waupaca and by directing disclosure by such officials and employees of private financial or other interests in matters affecting the City. The provisions and purpose of this code and such rules and regulations as may be established are hereby declared to be in the best interest of the City of Waupaca.

(2) Standards of Conduct. There are certain provisions of the Wisconsin Statutes which should, while not set forth herein, be considered an integral part of any Code of Ethics.

Accordingly, the provisions of the following sections of the Wisconsin Statutes are made a part of this Code of Ethics and shall apply to public officials and employees whenever applicable, to-wit:

- Section 946.10 – Bribery of Public Officers and Employees
- Section 946.11 – Special privileges from Public Utilities
- Section 946.12 – Misconduct in Public Office
- Section 946.13 – Private Interest in Public Contract Prohibited.

(3) Responsibility of Public Office. Public officials and employees are agents of public purpose and hold office for the benefit of the public. They are bound to uphold the Constitution of the United States and the constitution of this state and carry out impartially the laws of the nation, state, and municipality and to observe in their official acts the highest standards of morality and to discharge faithfully the duties of their office regardless of personal considerations, recognizing that the public interest must be their prime concern.

(4) Dedicated Service. All officials and employees of the City of Waupaca should be loyal to the objectives expressed by the electorate and the programs developed to attain these objectives. Appointive officials and employees should adhere to the rules of work and performance established as the standard for their positions by the appropriate authority.

Officials and employees should not exceed their authority or breach the law or ask others to do so, and they should work in full cooperation with other public officials and employees unless prohibited from so doing by law or by officially recognized confidentiality of their work.

(5) Fair and Equal Treatment. (a) Use of Public Property. No official or employee shall request or permit the unauthorized use of city-owned vehicles, equipment, materials or property for personal convenience or profit.

(b) Obligations to Citizens. No official or employee shall grant any special consideration, treatment or advantage to any citizen beyond that which is available to every other citizen.

(6) Conflict of Interest. (a) Financial and Personal Interest Prohibited. No official or employee, whether paid or unpaid, shall engage in any business or transaction or shall act in regard to financial or other personal interest, direct or indirect, which is incompatible with the proper discharge of official duties in the public interest contrary to the provisions of this ordinance or which would tend to impair independence of judgment or action in the performance of official duties.

(b) Definitions. (1) Financial Interest. Any interest which shall yield, directly or indirectly, a monetary or other material benefit to the officer or employee or to any person employing or retaining the services of the officer or employee.

(2) Personal Interest. Any interest arising from blood or marriage relationships or from close business or political associations, whether or not any financial interest is involved.

(3) Person. Any person, corporation, partnership, or joint venture.

(c) Specific Conflicts Enumerated. (1) Incompatible Employment. No official or employee shall engage in or accept private employment or render service, for private interest, when such employment or service is incompatible with the proper discharge of official duties or would tend to impair independence of judgment or action in the performance of official duties, unless otherwise permitted by law and unless disclosure is made as hereinafter provided.

(2) Disclosure of Confidential Information. No official or employee shall, without proper legal authorization, disclose confidential information concerning the property, government, or affairs of the City, nor shall such information be used to advance the financial or other private interest of the official or employee or others.

(3) Gifts and Favors. No official or employee shall accept any gift, whether in the form of service, loan, thing or promise, from any person which may tend to impair his or her independence of judgment or action in the performance of his or her duties or grant in the discharge of his or her duties any improper favor, service or thing of value.

Any official who receives, directly or indirectly, any gift or gifts having an aggregate value of more than \$50 from any person who is known by said official or employee to be interested directly or indirectly in any manner whatsoever in business dealings with the City upon which the official or employee has any influence or input or over which the official or employee has any jurisdiction, discretion or control, shall disclose the nature and value of such gifts to the Ethics Committee within 90 days after receiving such gift or gifts.

No official or employee may solicit or accept, either directly or indirectly, from any person or organization, money or anything of value if it could reasonably be expected to influence the

employee's official actions or judgments or be considered a reward for any action or inaction on the part of the official or employee.

An official or employee is not to accept hospitality if after consideration of the surrounding circumstances it could reasonably be concluded that such hospitality would not be extended were it not for the fact that the guest or a member of the guest's immediate family was a City official or employee. Participation in celebrations, grand openings, open houses, information meetings, and similar events are excluded from this prohibition. This paragraph further shall not be construed to prevent candidates for elective office from accepting hospitality from citizens for the purpose of supporting the candidate's campaign.

Gifts received by an official or employee under unusual circumstances should be referred to the Ethics Committee within 10 days of receipt for recommended disposition.

(4) Representing Private Interests before City Agencies. No officer or employee shall appear on behalf of any private person (other than him or herself, his or her spouse or minor children) before any city agency. However, members of the Common Council may appear before City agencies on behalf of constituents in the course of their duties as representatives of the electorate or in the performance of public or civic obligations.

(5) Conflicts of Interest Prohibited. No official or employee shall take any official action substantially affecting a matter in which the official or employee, a member of his or her immediate family, or an organization with which the official or employee is associated, has a substantial financial interest.

No official or employee shall use his or her office or position in a way that produces or assists in the production of a substantial benefit, direct or indirect, for the official or employee, one or more members of the official or employee's immediate family, either separately or together, or an organization with which the official or employee is associated.

(d) Contracts with the City. No City officer or employee who in his/her capacity as such officer or employee participates in the making of a contract in which he/she has a private pecuniary interest, direct or indirect, or performs in regard to that contract some function requiring the exercise of discretion on his part, shall enter into any contract with the City unless, within the confines of Section 946.13, Wisconsin Statutes:

(1) The contract is awarded through a process of public notice and competitive bidding,
or

(2) The Common Council waives the requirement of this section after determining that it is in the best interest of the City to do so.

(3) The provisions of the Section shall not apply to the designation of a public depository of public funds.

(e) Disclosure of Interest in Legislation. Any member of the Common Council who has a financial interest or personal interest in any proposed legislation before the Common Council shall disclose on the records of the Common Council, or the Ethics Committee created by this ordinance, the nature and extent of such interest.

Any other official or employee who has a financial interest or personal interest in any proposed legislative action of the Common Council or any board, commission or committee upon which the official or employee has any influence or input or of which the official or employee is a member that is to make a recommendation or decision upon any item which is the subject of the proposed legislative action, shall disclose on the records of the Common Council or the appropriate board, commission or committee the nature and extent of such interest.

(7) Advisory Opinion. Any questions as to the interpretation of any provisions of this Code of ethics shall be referred to the Ethics Committee, which, if it deems it necessary or appropriate, may request an advisory opinion from the City Attorney.

(8) Jurisdiction and Application. The Committee Of The Whole shall have administrative jurisdiction over this Code of Ethics and shall be deemed the Ethics Committee for that purpose.

(a) The Committee may make recommendations with respect to amendments to this Code of Ethics Ordinance.

(b) Upon the sworn complaint of any person alleging facts which, if true, would constitute improper conduct under the provisions of this ordinance, the Committee shall conduct an investigation of the facts of the complaint, if the investigation indicates there may be a reasonable basis for the complaint justifying further investigation, the Committee shall conduct a public hearing in accordance with the common law requirements of the due process including notice, an opportunity to be heard, an opportunity to cross-examine witnesses and to present testimony and other evidence in support of the accused's position and an opportunity to be represented by counsel or other representative at the expense of the accused. The Committee shall make written findings of fact and issue a written decision concerning the propriety of the conduct of the subject official or employee and shall refer the matter to the Common Council for final disposition.

(c) In the event a member of the Ethics Committee is allegedly involved in the ethics code violation, that member shall not take part in any investigation nor act as a member of said Committee in regard to said matter.

(d) In the event an employee, covered under a collective bargaining agreement, is allegedly involved in an ethics code violation, the terms and conditions set forth in the applicable collective bargaining agreement shall prevail in the administration and interpretation of this ethics code.

(9) Sanctions. A determination that an official's or employee's actions constitute improper conduct under the provisions of this ordinance may constitute a cause for suspension, removal from office or employment, or other disciplinary action. Pursuant to Section 19.59, Wisconsin Statutes, other disciplinary action may include a forfeiture in an amount not exceeding \$1,000.00 for each offense.

(10) Distribution of Code of Ethics. The City Clerk shall cause a copy of this Code of Ethics to be distributed to every public official and employee of the City of Waupaca within thirty (30) days after enactment of this Code. Each public official and employee elected, appointed, or engaged thereafter shall be furnished a copy before entering upon his or her duties.

Each public official, the Mayor, the Chairman of each Board, Commission or Committee and, the head of each Department, shall between May 1st and May 31st, each year, review the provisions of

this Code with his or her fellow Council, Board, Commission, Committee members or subordinates as the case may be, and certify to the City Clerk by June 15th that such annual review had been undertaken. A copy of this Code shall be continuously posted on each department bulletin board wherever situated.

Section 2. All ordinance or part of ordinances contravening the terms and provisions of this ordinance are hereby to that extent repealed.

Section 3. This Ordinance shall take effect on and upon passage and publication according to law.

Approved: July 15, 2014

/s/ Brian Smith
Brian Smith, Mayor

Adopted: July 15, 2014

Published: July 24, 2014

ATTEST:

/s/ Henry Veleker
Henry Veleker, Clerk

ORDINANCE NO. 07-18 (2018)

**AN ORDINANCE AMENDING SECTION 17.201(2) OF CHAPTER 17 OF THE
MUNICIPAL CODE OF THE CITY OF WAUPACA ENTITLED
"AMENDMENTS TO DISTRICT MAPS"**

The Common Council of the City of Waupaca do ordain as follows:

Section 1. The real estate hereinafter described and located in the City of Waupaca and State of Wisconsin, and presently zoned by the zoning ordinance of the City of Waupaca as "I-1 Light Industrial District" is hereby zoned as "R-3 Multiple-Family Residence District", more particularly described as follows, to-wit:

Part of the SE ¼ of the NW ¼ and part of the NE ¼ of the SW ¼ of Section 34, T22N, R12E, in the City of Waupaca, Waupaca County, Wisconsin, being part of Lot 1 of CSM 6183 recorded in Vol 21, Page 378, more particularly described below:

Commencing at the W ¼ corner of said section 34, thence S 89 degrees 56 minutes 31 seconds E, 2,178.88 feet, along the South line of said NW ¼ of Section 34 to the West line of Webster Way and the point of beginning.

Thence S 00 degrees 14 minutes 34 seconds W, along the West right of way line of Webster Way, 208.00 feet to the North line of Commercial Drive; thence N 86 degrees 25 minutes 00 seconds W, along said North line, 743.44 feet; thence 95.69 feet along a curve to the left having a chord of 95.66 feet which bears N 89 degrees 10 minutes 19.5 seconds W, to the southwest corner of Lot 1 of CSM No. 6183, also being on the West line of the NE ¼ of the SW ¼ of said Section 34; thence N 00 degrees 10 minutes 32 seconds W, along said West line and also the West line of said Lot 1, 160.99 feet to the NW corner of said NE ¼ of the SW ¼ of said section 34; thence N 00 degrees 42 minutes 47 seconds E, along the West line of the SE ¼ of the NW ¼ of said section 34 and also the West line of said Lot 1, 344.38 feet to the NW corner of said Lot 1; thence S 86 degrees 25 minutes 00 seconds E, along the North line of said Lot 1, 837.60 feet, to the West right of way line of Webster Way; thence S 00 degrees 14 minutes 34 seconds E, along said West right of way line, 292.86 feet, to the point of beginning.

Said lands subject to all easements, restrictions and right of ways of record and use.

Said parcel contains 419,782 square feet (9.637 acres), more or less, and is all of Parcel ID No. 34 34 24 5, in the City of Waupaca, Waupaca County, Wisconsin.

(Parcel No. 34-34-24-5, Northwest corner of Commercial Drive and Webster Way)

Section 2. This ordinance shall take effect upon passage and publication according to law.

Approved:

Brian Smith, Mayor

Adopted: _____, 2018.

Approved: _____, 2018.

Published: _____, 2018.

ATTEST:

Henry Veleker, City Administrator/Clerk

PUBLIC NOTICE

REZONING

CITY OF WAUPACA

Bette C. Ferg, Premier Real Estate Management, LLC, Agent, has made application for a Zoning Change from "I-1 Light Industrial District" to "R-3 Multiple-Family Residence District" for a parcel of land located at the Northwest corner of Commercial Drive and Webster Way (Parcel No. 34 34 24 5) more fully described as follows, to wit:

Part of the SE $\frac{1}{4}$ of the NW $\frac{1}{4}$ and part of the NE $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 34, T22N, R12E, in the City of Waupaca, Waupaca County, Wisconsin, being part of Lot 1 of CSM 6183 recorded in Vol 21, Page 378, more particularly described below:

Commencing at the W $\frac{1}{4}$ corner of said section 34, thence S 89 degrees 56 minutes 31 seconds E, 2,178.88 feet, along the South line of said NW $\frac{1}{4}$ of Section 34 to the West line of Webster Way and the point of beginning.

Thence S 00 degrees 14 minutes 34 seconds W, along the West right of way line of Webster Way, 208.00 feet to the North line of Commercial Drive; thence N 86 degrees 25 minutes 00 seconds W, along said North line, 743.44 feet; thence 95.69 feet along a curve to the left having a chord of 95.66 feet which bears N 89 degrees 10 minutes 19.5 seconds W, to the southwest corner of Lot 1 of CSM No. 6183, also being on the West line of the NE $\frac{1}{4}$ of the SW $\frac{1}{4}$ of said Section 34; thence N 00 degrees 10 minutes 32 seconds W, along said West line and also the West line of said Lot 1, 160.99 feet to the NW corner of said NE $\frac{1}{4}$ of the SW $\frac{1}{4}$ of said section 34; thence N 00 degrees 42 minutes 47 seconds E, along the West line of the SE $\frac{1}{4}$ of the NW $\frac{1}{4}$ of said section 34 and also the West line of said Lot 1, 344.38 feet to the NW corner of said Lot 1; thence S 86 degrees 25 minutes 00 seconds E, along the North line of said Lot 1, 837.60 feet, to the West right of way line of Webster Way; thence S 00 degrees 14 minutes 34 seconds E, along said West right of way line, 292.86 feet, to the point of beginning.

Said lands subject to all easements, restrictions and right of ways of record and use.

Said parcel contains 419,782 square feet (9.637 acres), more or less, and is all of Parcel ID No. 34 34 24 5, in the City of Waupaca, Waupaca County, Wisconsin.

YOU ARE HEREBY NOTIFIED the Public Hearing for the rezoning request is scheduled for Wednesday, May 9, 2018 at 5:15 p.m. in the Council Chambers of the City Hall, 111 S. Main Street, Waupaca. The hearing will be for the purpose of giving an opportunity for any person interested, their attorneys or agents, to be heard.

A map of the property may be obtained from the City Planning and Development Office.

Henry Veleker
City Administrator/Clerk

PUBLISH: April 19 and 26, 2018



REZONE PETITION

CITY OF WAUPACA, WISCONSIN

Please note the petitioner shall complete all items in red. The City shall not accept an incomplete application. All Special Use Applications shall be filed by 4:00 p.m. four weeks prior to the Plan Commission at which the Public Hearing is to be scheduled. Please see Plan Commission schedule to confirm submission date.

SUBJECT PARCEL

Address: Commercial Drive (no address assigned) - Northwest Corner Commercial Drive & Webster Way

Tax Key: 34 34 24 5 Zoning: I-1 Light Industrial

The undersigned, does hereby respectfully petition the City of Waupaca to amend the district map of the Zoning Code of the City of Waupaca, adopted September 6, 1966, pursuant to Section 62.23 of Wisconsin Statutes.

The Petitioner is requesting to rezone 9.64 acres located at NW Corner Commercial Drive and Webster Way from I-1 Light Industrial zoning district to R-3 Multi-Family Residence District zoning district. The reason for the rezoning request is to Construct Premier multi-family housing project as shown on the attached Site Plan dated 1/24/18.

I understand that it is my responsibility to provide the following information as well as any additional information, if necessary, in accordance with Section 17.203 of the City of Waupaca Zoning Code.

PETITIONER: The following are to be provided at the time of submission in accordance with the requirements of Section 17.203 of the City of Waupaca Zoning Code:

- 2 Copies of the current stamped paper survey (graphic) and electronic copy (pdf file) illustrating boundary and acreage to be rezoned, with a metes and bounds description of each proposed zoning district.
- One copy of the survey on a CD (use PDF format).

- Typed narrative outlining all potential commercial and/or industrial uses (for commercial/business park/industrial rezone applications).
- Photos illustrating existing condition of property.
- \$350.00 application fee payable to the City of Waupaca.

Property Owner

Owner's Agent

Name Bette C. Ferg IR IN Only Trust Dated March 24, 2011

Name Premier Real Estate Management, LLC

Signature Bette C. Ferg

Signature _____

Address ~~905 Evans Street~~ 1033 Evans St Apt 4

Address 3120 Gateway Road

City Waupaca State WI Zip 54981

City Brookfield State WI Zip 53045

Phone (715) 468-8789 (Tom's cell)

Phone (262) 790-4560

Fax 715-824-2373 (Tom)

Fax (262) 790-4570

*The current property owner shall acknowledge a Rezone Petition on behalf of an agent (i.e., prospective buyer) prior to submission of the petition.

(For Office Use Only)

Date Filed: 3/28/18

Fee: \$350.00

Receipt No: 8.000336

111 S. Main Street
Waupaca, WI 54981

RZ - _____ - _____

Revised 01/2016

JMM CONSULTING, LLC

CONSULTING ENGINEERS

840 CHALLENGER DRIVE – SUITE 140
GREEN BAY, WI 54311
PHONE: (920) 592-9606
FAX: (920) 592-9613

Legal Description for Rezone Application

Part of the SE $\frac{1}{4}$ of the NW $\frac{1}{4}$ and part of the NE $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 34, T22N, R12E, in the City of Waupaca, Waupaca County, Wisconsin, being part of Lot 1 of CSM 6183 recorded in Vol 21, Page 378, more particularly described below:

Commencing at the W $\frac{1}{4}$ corner of said section 34, thence S $89^{\circ}56'31''$ E, 2,178.88 feet, along the South line of said NW $\frac{1}{4}$ of Section 34 to the West line of Webster Way and the point of beginning.

Thence S $00^{\circ}14'34''$ W, along the West right of way line of Webster Way, 208.00 feet to the North line of Commercial Drive; thence N $86^{\circ}25'00''$ W, along said North line, 743.44 feet; thence 95.69 feet along a curve to the left having a chord of 95.66 feet which bears N $89^{\circ}10'19.5''$ W, to the southwest corner of Lot 1 of CSM No. 6183, also being on the West line of the NE $\frac{1}{4}$ of the SW $\frac{1}{4}$ of said Section 34; thence N $00^{\circ}10'32''$ W, along said West line and also the West line of said Lot 1, 160.99 feet to the NW corner of said NE $\frac{1}{4}$ of the SW $\frac{1}{4}$ of said section 34; thence N $00^{\circ}42'47''$ E, along the West line of the SE $\frac{1}{4}$ of the NW $\frac{1}{4}$ of said section 34 and also the West line of said Lot 1, 344.38 feet to the NW corner of said Lot 1; thence S $86^{\circ}25'00''$ E, along the North line of said Lot 1 837.60 feet, to the West right of way line of Webster Way; thence S $00^{\circ}14'34''$ E, along said West right of way line, 292.86 feet, to the point of beginning.

Said lands subject to all easements, restrictions and right of ways of record and use.

Said parcel contains 419,782 square feet (9.637 acres), more or less, and is all of Parcel ID No. 34 34 24 5, in the City of Waupaca, Waupaca County, Wisconsin.

Dennis J. Christie, RLS S-1452

Date: March 19, 2018







MULTI-FAMILY SQUARE FOOTAGE BREAKDOWN	
419,860 SQ. FT.	(100%) ENTIRE LOT
41,785 SQ. FT.	(10%) BUILDING AREA
85,911 SQ. FT.	(20%) BIT AREA
3,588 SQ. FT.	(1%) CONCRETE AREA
288,576 SQ. FT.	(69%) GREEN SPACE INCLUDED AS GREEN SPACE - POND AREA

EXISTING
DETENTION POND

"REGIONAL POND"
BY CITY
(DETAILS TO FOLLOW)

LEGEND

- PROPERTY CORNER (THEORETICAL)
- REBAR FOUND
- MONUMENT FOUND
- SITE PROPERTY LINE
- PROPERTY OR RIGHT-OF-WAY LINE
- FUTURE RIGHT-OF-WAY LINE
- BUILDING SETBACK
- DITCH
- EXISTING FENCE
- EXISTING RAILROAD
- GRAVEL
- CURB & GUTTER/ROADWAY PARKING LOT
- TREE LINE
- EXISTING OVERHEAD ELECTRIC
- EXISTING SANITARY SEWER
- EXISTING STORM SEWER
- EXISTING WATERMAIN
- EXISTING UNDERGROUND GAS LINE
- EXISTING UNDERGROUND ELECTRIC LINE
- EXISTING UNDERGROUND PHONE LINE
- EXISTING CATCH BASIN MANHOLE
- EXISTING STORM OR SANITARY MANHOLE
- EXISTING SANITARY MANHOLE
- EXISTING STORM MANHOLE
- EXISTING HYDRANT
- EXISTING WATER VALVE
- EXISTING PEDESTAL
- POWER POLE
- EXISTING LIGHT POLE
- GAS VALVE
- EXISTING CULVERT



SCALE: 1"=40'

REVISED - 4/10/2018

NO.	DATE	BY

NO.	DATE	BY

REVISIONS

NICOLET LUMBER CO.
4060 NICOLET DRIVE
GREEN BAY, WI 54311

JMM CONSULTING, LLC
CONSULTING ENGINEERS

840 CHALLENGER DRIVE - SUITE 140
Green Bay, WI 54311-8951
Phone: 920/592-9606 Fax: 920/592-9613

PROPOSED MULTI-FAMILY DEVELOPMENT
CITY OF WAUPACA, WISCONSIN

DRAWN BY: MJE
DATE: 4/10/2018
SCALE: 1" = 40'

DRAWING NO.
2

SITE PLAN

C:\Nicolet Lumber\Waupaca Estates\040918\Site Plan 041018.dwg



City of Waupaca Rezoning

 Rezoning Request



1 inch = 400 feet

ATTENTION!!!
 G.I.S. maps are for informational purposes only and are not intended to represent evidence in title. The representations on these maps could in fact be in error and should not be relied upon as the sole determining factor in the location of any given parcel. The City of Waupaca is not responsible for any inaccuracies contained herein. Individuals should consult legal representation or professional survey advice to confirm and insure accuracy of a given parcel description.



City of WAUPACA

Community & Economic Development Department

EXECUTIVE SUMMARY

Action Request:	Site Plan Review
Project Description:	
Applicant:	Premier Real Estate Management, LLC
Owner:	Bette C. Ferg IR IN Only Trust
Property Addresses:	Commercial Drive
Parcel Number(s):	34-34-24-5
Zoning:	Currently I-1 Light Industrial District Proposed R-3 Multiple-Family Residence District
Existing Use:	Ag production land
Proposed Use:	(4) 12-unit multiple-family buildings
Surrounding Zoning Land Use:	PUD Planned Unit Development with Single-Family Residences; I-1 Light Industrial, vacant land and businesses; AG Agricultural District, municipal property

BACKGROUND

The applicant is seeking to construct (4) 12-unit multiple-family buildings. The City is currently working with the developer on a proposed Developers Agreement for the project. The proposed project is located within TID #8 and is subject to the East Gateway Design Standards. As part of the project the City is also working with the developer for the construction and dedication of land for a regional detention basin. As the project requires onsite detention storage, staff took a proactive approach to look at the surrounding areas water detection needs. With the development of the City's Eco Park to the north of the site, staff felt there was an opportunity to create a regional pond that services the immediate needs of the developer but the further development of an additional 120 +/- acres of land within the immediate area.

RECOMMENDATION

Staff recommends approval of the Site Plan for Premier Real Estate Management, LLC subject to the following conditions:

General

1. The property is currently classified within the Agricultural Land requirements, therefore reducing the required tax payment per year due to the property being strictly utilized for farming. The applicant shall complete the Agricultural Land Conversion Charge and provide payment prior to issuance of any building/fill permits by the City of Waupaca.



City of WAUPACA

Community & Economic Development Department

2. The applicant shall execute a Developers Agreement with the City of Waupaca prior to issuance of any building/fill permits by the city.

Site Plan

1. Submission/approval of a detailed lighting plan prior to issuance of fill or building permits. All free-standing lights (base, standard and luminaire) shall not exceed 20' feet in total height. All free-standing and wall mounted luminaires shall contain cut-off provisions to preclude off-site lighting impacts.
2. All trash receptacles shall be contained within an enclosed structure that matches the building materials and building colors of the principle structure. The enclosed structure shall be screened with plantings to create a more aesthetic appearance for the surrounding area. The screen shall not be constructed of a standard metal fence material with plastic slats.
3. The applicant shall locate the proposed trash enclosure in a more centralized location and away from public street view.
4. The applicant shall comply with all State/local building and fire code(s). The applicant shall submit/receive approval of architectural drawings to the State of Wisconsin Department of Safety and Professional Services (DPS) prior to submitting/receiving any permits from the City of Waupaca.
5. The applicant shall contact Fire Chief Gerald Deuman regarding fire sprinkler system requirements prior to submission to DPS for approval. Submission and approval of fire sprinkler system plans are required prior to submission of city building permit(s).

Elevations

1. Any proposed roof top mechanical units shall be screened or shall be located on the ground level and screened with landscape to minimize the visual appearance from the public road(s).
2. The location of the exterior gas/electric meters and panel(s) shall be heavily screened to minimize visual impact. The location of the meters shall not be visible from any public road.
3. The applicant shall revise the proposed elevations to provide additional face brick material on portions of the buildings. Additionally, the applicant shall incorporate a secondary siding color tone to contrast and break up the monotone face elevations.
4. The applicant shall provide to staff the design and proposed materials for the proposed garage/office space prior to issuance of any permits from the City of Waupaca.
5. The roofs shall be constructed with a dimensional shingle.
6. The applicant shall submit a garage door sample prior to issuance of building permits.



City of WAUPACA

Community & Economic Development Department

Landscape

1. The applicant shall submit and obtain approval of a dimensioned landscaped plan indicating tree, shrub and bedding materials, species and sizes prior to the issuance of any permits. Two and one half (2½) inch minimum deciduous tree caliper; five (5) foot high minimum coniferous trees; and eighteen (18) inch minimum shrub size.
2. The landscape plan shall denote a minimum twenty-five foot (25') landscape buffer along all public street frontages (Commercial Drive & Webster Way). The landscape plan shall include 2 ½" minimum caliber salt tolerant trees planted 50' on center along public street frontage(s). Please consult with our City Forster on specific tree species permitted.
3. The City's Eco Park is located directly north of the proposed site. As the City and developer are currently working on a joint/shared regional detention basin for the immediate site and surrounding area, staff's recommendation it to utilize a more natural planting scheme for the project. The landscape plan shall utilize native plants to the area and incorporate low mow/no mow grasses to enhance the area and compliment/blend in with the City's efforts to the north.
 - a. Alternative; All non-building and paved surface areas shall be a mowable grass surface, minus stormwater features, and shall have a minimum 6" of topsoil and seed.
4. The applicant shall incorporate/construct a non-paved trail connection through their site that connects to the proposed/planned trails around the regional detention basins to the north.

Engineering

1. Submission/approval of a grading and stormwater drainage plan prepared by a professional engineer prior to issuance of any fill or building permits.
2. All utilities (overhead wires, cables, etc.) shall be constructed underground.
3. The parking lot shall be asphalt paved or concrete surface. Gravel parking lots are prohibited.
4. The applicant shall revise their plan to provide a minimum one (1) handicap stall per building.
5. All downspouts shall be tied into the storm sewer system and/or shall be discharged over a grass surface. The discharge of downspouts over the parking lot or hard surface (sheet flow) is prohibited.
6. At this time the City of Waupaca is not requiring sidewalks along all public frontages as part of the development. However, the applicant shall execute an agreement with the City to waive their right to appeal future assessments for sidewalk when the City deems the need/requirement for sidewalks to be constructed.
7. The project is located within five (5) miles of a FAA regulated airport. The applicant shall conform to all standards and buildings height limitations for the site.
8. The applicant shall enter into a stormwater maintenance agreement with the City of Waupaca for the ongoing maintenance of the regional detention basin.



City of WAUPACA

Community & Economic Development Department

9. The applicant shall provide the City of Waupaca an easement for the lands utilized for the construction of the regional detention basin.
10. The applicant shall execute a Water Meter Accessibility agreement with the City's Public Works Department.

Public Site Fees

1. The applicant shall submit payment of all Public Site Fees prior to issuance of any building/fill permits for the project. The Public Site fee is \$40/unit, therefore the applicant is responsible for a payment of \$1,920 to the City of Waupaca.

Snow Reservoir Plan

1. Submission/approval of a snow reservoir plan prior to the issuance of any fill or building permits. Snow shall not be stored within the 30' x 30' vision triangle of any public street/driveway intersection.

Signage

1. All ground signage shall be placed outside of the 30'x30' vision triangle measured from all public right of way(s). Video quality electronic readerboards are prohibited. All flat wall signage shall be constructed of uniform color channel letters.
2. Submission and approval of a sign permit is required prior to construction or installation of signs.

PREPARED BY: Brennan P. Kane
Director of Community and Economic Development



APPLICATION FOR SITE PLAN REVIEW

CITY OF WAUPACA, WISCONSIN

(PETITIONER SHALL COMPLETE ALL ITEMS IN RED.)

PROJECT NAME: Proposed Premier Real Estate Management, LLC ("Premier") Multi-Family Housing Development

PROPERTY LOCATION/ADDRESS: Northwest Corner Commercial Drive & Webster Way

PARCEL NO(S): 34 34 24 5

CURRENT ZONING OF PROPERTY: I-1 Light Industrial to be Rezoned to R-3 Multi-Family (Request dated 3/23/18)

PROPOSED USE(S) (e.g., industrial, institutional, multifamily, office, retail):

~~Construct 48 unit Mult family Housing project as shown on the attached Site Plan.~~

APPLICANT/DEVELOPER: Premier Phone: (262) 790-4560

Address: 3120 Gateway Road

City: Brookfield State: WI Zip: 54981

Fax: (262) 790-4570 E-Mail: chris@pre-3.com

PROPERTY OWNER: Bette C. Ferg Irrevocable Income Only Trust Dated March 24, 201 Phone: (715) 468-8789

Address: 1033 Evans Street Apt #4

City: Waupaca State: WI Zip: 54981

Fax: _____ E-Mail: thomasferg@unitedwaupaca.com

Engineer/Surveyor: JMM Consulting, LLC Phone: (920) 592-9606

The Site Plan Review Checklist shall be submitted with this application.

Filing fee payable to the City of Waupaca:
\$150.00 (<10,000 sq ft building) or \$300.00 (>10,000 sq ft building)

If the applicant is not the property owner, the following authorization by the owner shall be completed.

PROPERTY OWNER

Print Name: Betty C. Ferg

APPLICANT

Print Name: Chris Slater, President

(For Office Use Only)

Date Filed: 4/23/18

Fee: ~~\$~~ 300.00

Receipt No: 8.000352

111 S. Main Street
Waupaca, WI 54981

SP - 02 - 18

Revised 01/2016

MULTI-FAMILY SQUARE FOOTAGE BREAKDOWN	
419,860 SQ. FT.	(100%) ENTIRE LOT
41,785 SQ. FT.	(10%) BUILDING AREA
85,911 SQ. FT.	(20%) BIT AREA
3,588 SQ. FT.	(1%) CONCRETE AREA
288,576 SQ. FT.	(69%) GREEN SPACE INCLUDED AS GREEN SPACE - POND AREA

EXISTING DETENTION POND

"REGIONAL POND" BY CITY (DETAILS TO FOLLOW)

LEGEND

	PROPERTY CORNER (THEORETICAL)
	REBAR FOUND
	MONUMENT FOUND
	SITE PROPERTY LINE
	PROPERTY OR RIGHT-OF-WAY LINE
	FUTURE RIGHT-OF-WAY LINE
	BUILDING SETBACK
	DITCH
	EXISTING FENCE
	EXISTING RAILROAD
	GRAVEL
	CURB & GUTTER/ROADWAY PARKING LOT
	TREE LINE
	EXISTING OVERHEAD ELECTRIC
	EXISTING SANITARY SEWER
	EXISTING STORM SEWER
	EXISTING WATERMAIN
	EXISTING UNDERGROUND GAS LINE
	EXISTING UNDERGROUND ELECTRIC LINE
	EXISTING UNDERGROUND PHONE LINE
	EXISTING CATCH BASIN MANHOLE
	EXISTING STORM OR SANITARY MANHOLE
	EXISTING SANITARY MANHOLE
	EXISTING STORM MANHOLE
	EXISTING HYDRANT
	EXISTING WATER VALVE
	EXISTING PEDESTAL
	POWER POLE
	EXISTING LIGHT POLE
	GAS VALVE
	EXISTING CULVERT



SCALE: 1"=40'

REVISED - 4/10/2018

NO.	DATE	BY

NO.	DATE	BY

REVISIONS

NICOLET LUMBER CO.
4060 NICOLET DRIVE
GREEN BAY, WI 54311

JMM CONSULTING, LLC
CONSULTING ENGINEERS

840 CHALLENGER DRIVE - SUITE 140
Green Bay, WI 54311-8951
Phone: 920/592-9606 Fax: 920/592-9613

PROPOSED MULTI-FAMILY DEVELOPMENT
CITY OF WAUPACA, WISCONSIN

DRAWN BY: MJE
DATE: 4/10/2018
SCALE: 1" = 40'

DRAWING NO. 2

RELEASE	DATE:	BY:
Project Review		
1		
2		
3		
4		
NO.	DATE:	BY:
DESCRIPTION		
REVISIONS		

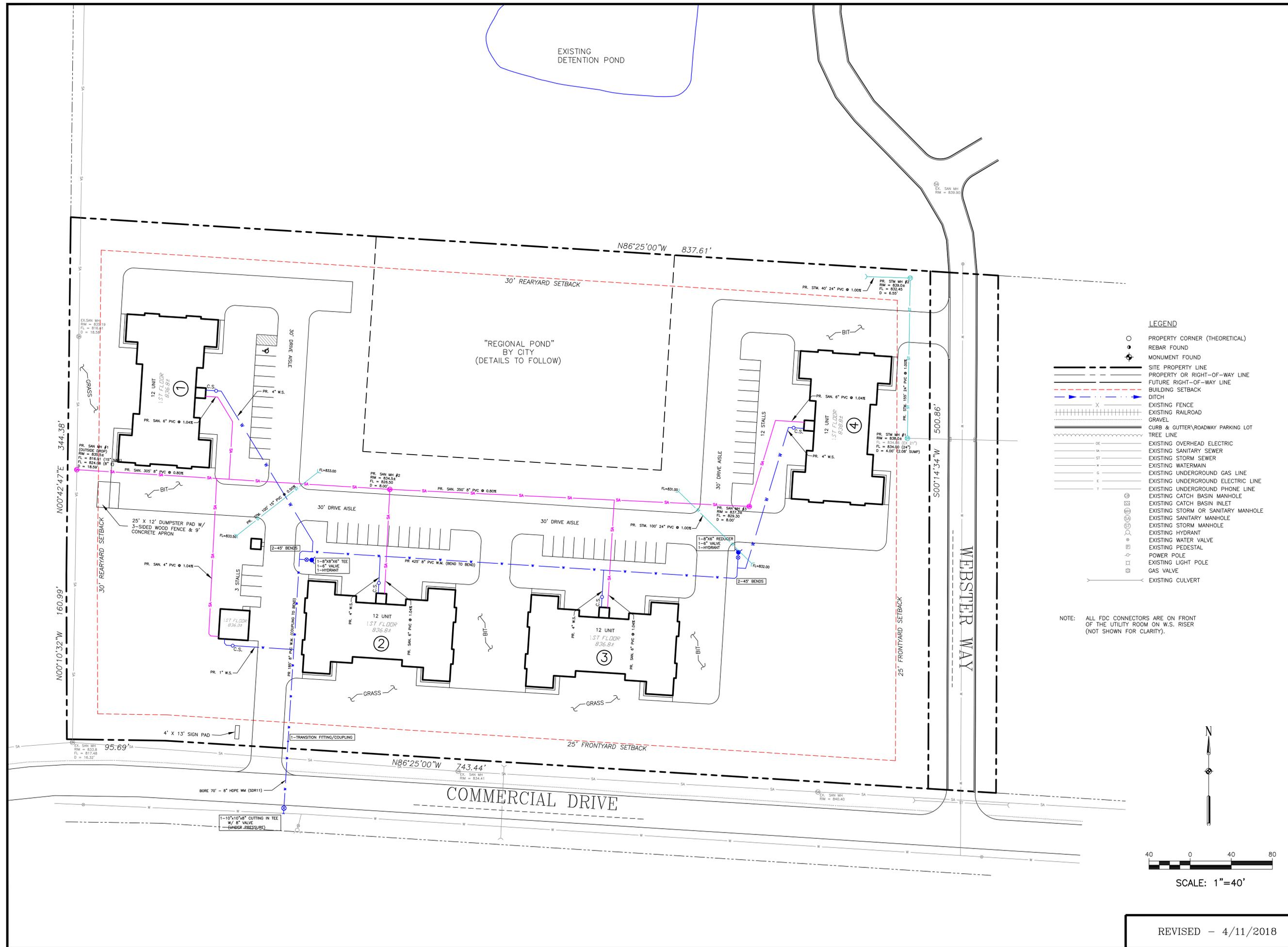
NICOLET LUMBER CO.
 4050 NICOLET DRIVE
 GREEN BAY, WI 54311

JMM CONSULTING, LLC
 CONSULTING ENGINEERS
 840 CHALLENGER DRIVE - SUITE 140
 Green Bay, WI 54311-8951
 Phone: 920/592-9606 Fax: 920/592-9613

PROPOSED MULTI-FAMILY DEVELOPMENT
 CITY OF WAUPACA, WISCONSIN

DRAWN BY: MJE
 DATE: 4/11/2018
 SCALE: 1" = 40'
 DRAWING NO. **3**

ON-SITE UTILITY PLAN



LEGEND

- PROPERTY CORNER (THEORETICAL)
- REBAR FOUND
- MONUMENT FOUND
- SITE PROPERTY LINE
- PROPERTY OR RIGHT-OF-WAY LINE
- FUTURE RIGHT-OF-WAY LINE
- BUILDING SETBACK
- DITCH
- EXISTING FENCE
- EXISTING RAILROAD
- GRAVEL
- CURB & GUTTER/ROADWAY PARKING LOT
- TREE LINE
- EXISTING OVERHEAD ELECTRIC
- EXISTING SANITARY SEWER
- EXISTING STORM SEWER
- EXISTING WATERMAIN
- EXISTING UNDERGROUND GAS LINE
- EXISTING UNDERGROUND ELECTRIC LINE
- EXISTING UNDERGROUND PHONE LINE
- EXISTING CATCH BASIN MANHOLE
- EXISTING STORM OR SANITARY MANHOLE
- EXISTING SANITARY MANHOLE
- EXISTING STORM MANHOLE
- EXISTING HYDRANT
- EXISTING WATER VALVE
- EXISTING PEDESTAL
- POWER POLE
- EXISTING LIGHT POLE
- GAS VALVE
- EXISTING CULVERT

NOTE: ALL FDC CONNECTORS ARE ON FRONT OF THE UTILITY ROOM ON W.S. RISER (NOT SHOWN FOR CLARITY).

North arrow pointing up.

Graphic scale: 0, 40, 80 feet.

SCALE: 1" = 40'

REVISED - 4/11/2018

C:\Nicolet Lumber\Waupaca Estates\040918\On-Site Utility Plan 041118.dwg

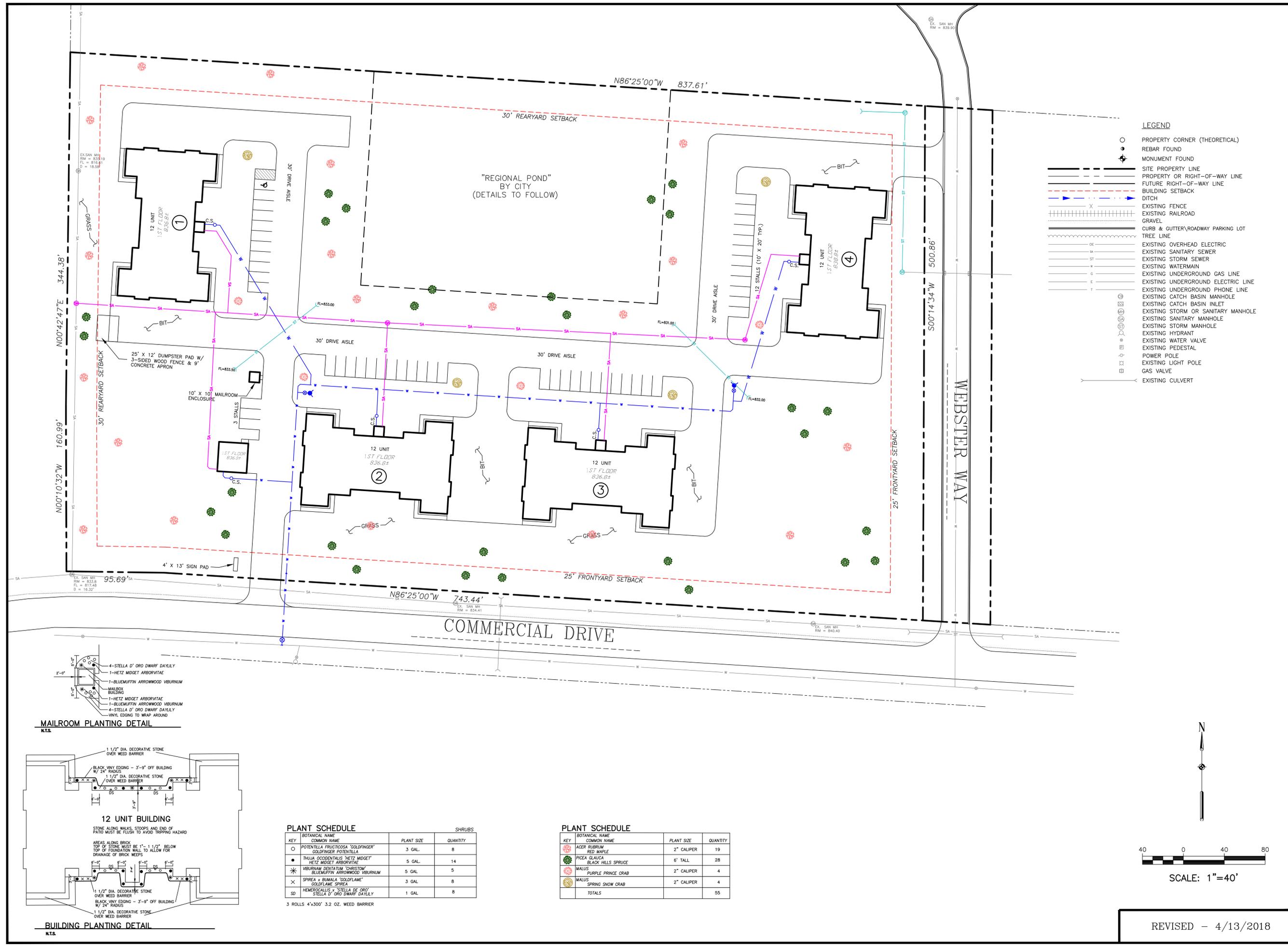
RELEASE	DATE:	BY:
Project Review		
NO.	DATE:	BY:
DESCRIPTION		
REVISIONS		

NICOLET LUMBER CO.
 4050 NICOLET DRIVE
 GREEN BAY, WI 54311

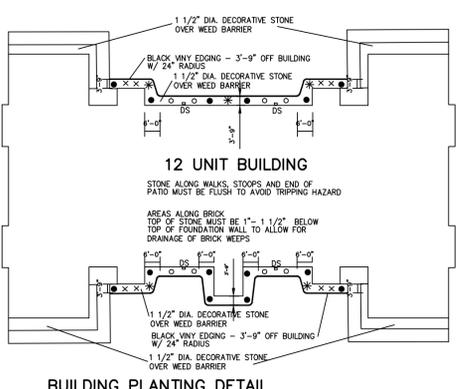
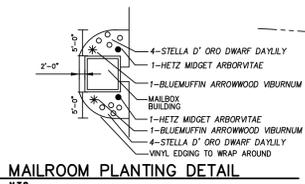
JMM CONSULTING, LLC
 CONSULTING ENGINEERS
 840 CHALLENGER DRIVE - SUITE 140
 Green Bay, WI 54311-8951
 Phone: 920/592-9606 Fax: 920/592-9613

PROPOSED MULTI-FAMILY DEVELOPMENT
 CITY OF WAUPACA, WISCONSIN

DRAWN BY: MJE
 DATE: 4/13/2018
 SCALE: 1" = 40'
 DRAWING NO. **6**



- LEGEND**
- PROPERTY CORNER (THEORETICAL)
 - REBAR FOUND
 - ⊕ MONUMENT FOUND
 - SITE PROPERTY LINE
 - - - PROPERTY OR RIGHT-OF-WAY LINE
 - · - · FUTURE RIGHT-OF-WAY LINE
 - · - · BUILDING SETBACK
 - · - · DITCH
 - · - · EXISTING FENCE
 - · - · EXISTING RAILROAD
 - · - · GRAVEL
 - · - · CURB & GUTTER/ROADWAY PARKING LOT
 - · - · TREE LINE
 - · - · EXISTING OVERHEAD ELECTRIC
 - · - · EXISTING SANITARY SEWER
 - · - · EXISTING STORM SEWER
 - · - · EXISTING WATERMAIN
 - · - · EXISTING UNDERGROUND GAS LINE
 - · - · EXISTING UNDERGROUND ELECTRIC LINE
 - · - · EXISTING UNDERGROUND PHONE LINE
 - · - · EXISTING CATCH BASIN MANHOLE
 - · - · EXISTING STORM OR SANITARY MANHOLE
 - · - · EXISTING SANITARY MANHOLE
 - · - · EXISTING STORM MANHOLE
 - · - · EXISTING HYDRANT
 - · - · EXISTING WATER VALVE
 - · - · EXISTING PEDESTAL
 - · - · POWER POLE
 - · - · EXISTING LIGHT POLE
 - · - · GAS VALVE
 - · - · EXISTING CULVERT



PLANT SCHEDULE SHRUBS

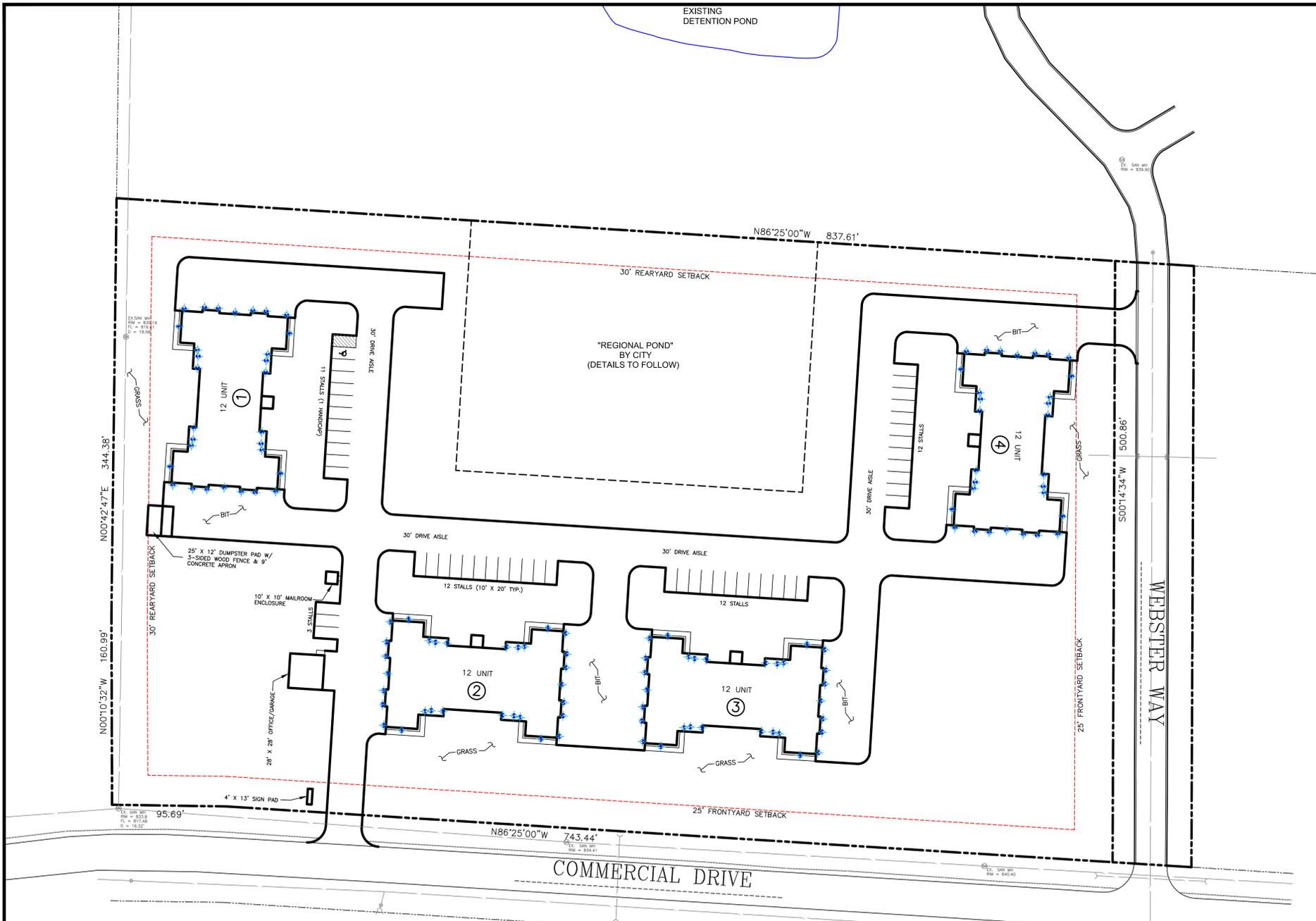
KEY	BOTANICAL NAME	COMMON NAME	PLANT SIZE	QUANTITY
○	POTENTILLA FRUTICOSA 'GOLDFINGER'	GOLDFINGER POTENTILLA	3 GAL.	8
●	THALIA OCCIDENTALIS 'HETZ MIDGET'	HETZ MIDGET ARBORVITAE	5 GAL.	14
*	VIBURNUM DENTATUM 'CHRISTOM'	BLUEMUFFIN ARROWWOOD VIBURNUM	5 GAL.	5
×	SPIREA x BUNALA 'GOLDFLAME'	GOLDFLAME SPIREA	3 GAL.	8
SD	HEMEROCALLIS x STELLA DE ORO	STELLA D'ORO DWARF DAYLILY	1 GAL.	8

3 ROLLS 4'x300' 3.2 QZ. WEED BARRIER

PLANT SCHEDULE

KEY	BOTANICAL NAME	COMMON NAME	PLANT SIZE	QUANTITY
○	ACER RUBRUM	RED MAPLE	2" CALIPER	19
●	PICEA GLAUCOA	BLACK HILLS SPRUCE	6" TALL	28
*	MALUS	PURPLE PRINCE CRAB	2" CALIPER	4
○	MALUS	SPRING SNOW CRAB	2" CALIPER	4
TOTALS				55

C:\Nicolet Lumber\Waupaca - Estates\040918\Landscaping Plan_041318.dwg



Patriot Lighting® Manor 16" Royal Bronze Transitional 1-Light Outdoor Wall Light
 Model Number: ow4817bz | Menards® SKU: 3564817

Hardwire or Plug-In: Hardwire
 Fixture Color / Finish: Royal Bronze
 Shade / Diffuser Color / Finish: Clear
 Energy Star Compliant: No
 Filter Size: N/A

Includes: Mounting Hardware, Instructions, Fixture, (1) 1 light outdoor wall light, installation instructions, hardware kit

Fixture Color / Finish: Royal Bronze
 Warranty: 5 year
 Total Wattage: 100 Watt
 Power Source: 120V AC Input
 Maximum Wattage Per Socket: 100 Watt
 Bulb Base: E26
 Light Color Temperature: N/A
 Material: Steel
 Style: Transitional
 Location Rating: Wet Location
 Manufacturer Warranty: 5 year

Shade / Diffuser Color: Seeded
 Installation Method: Hardwire
 Backplate Dimensions: 6-7/8" H x 4-1/2" W x 3/4" E
 Number of Bulbs Required: 1
 Total Light Wattage: 100 Watt
 Bulbs Included: No
 Light Output: 100 Watt
 Mount Type: Wall, Wall Mount
 Listing Agency Standards: CUL Listed, cUL Listed, ETL Listed
 Fixture Material: Steel
 Shade / Diffuser Material: Glass
 Shade / Diffuser Diameter: 3"



Patriot Lighting® Manor 10" Royal Bronze Transitional 1-Light Outdoor Wall Light
 Model Number: ow4820bz | Menards® SKU: 3564820

Hardwire or Plug-In: Hardwire
 Fixture Color / Finish: Royal Bronze
 Shade / Diffuser Color / Finish: Clear, Clear Seeded
 Energy Star Compliant: No
 Filter Size: N/A

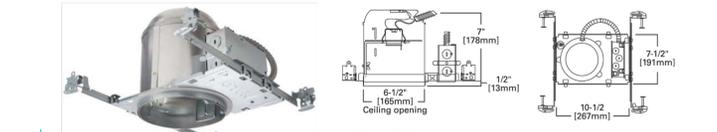
Includes: Mounting Hardware, Instructions, Fixture, (1) 1 light outdoor wall light, installation instructions, hardware kit

Fixture Color / Finish: Royal Bronze
 Warranty: 5 year
 Total Wattage: 100 Watt
 Power Source: 120V AC Input
 Maximum Wattage Per Socket: 100 Watt
 Bulb Base: E26
 Light Color Temperature: N/A
 Material: Aluminum
 Style: Transitional
 Location Rating: Wet Location
 Manufacturer Warranty: 5 year

Shade / Diffuser Color: Clear Seeded
 Installation Method: Hardwire
 Backplate Dimensions: 4-1/2" W x 7" H x 7/8" E
 Number of Bulbs Required: 1
 Total Light Wattage: 100 Watt
 Bulbs Included: No
 Light Output: 100 Watt
 Mount Type: Wall, Wall Mount
 Listing Agency Standards: CUL Listed, cULus Listed,
 Fixture Material: Aluminum
 Shade / Diffuser Material: Glass
 Shade / Diffuser Diameter: 5.5" inch

NOTE: 2 DENOTES 2ND FLOOR

E26 Screw Base IC Housing
 H7ICAT **6 INCH**



H7ICAT
 6" IC, Air-Tite, New Construction, 120V

The H7 recessed housing is the standard in the industry for both light commercial and residential applications. H7 series features full-frame design, robust construction, feed-through listing, Got Nail! bar hangers, and may support use of higher wattage lamps. A wide variety of trims allows a number of different lighting effects to be created with one basic housing. H7ICAT is for installations where the housing will be in direct contact with insulation,* and its Air-Tite design will also meet restricted air flow code requirements. May be retrofitted with compatible Halo LED lighting systems.

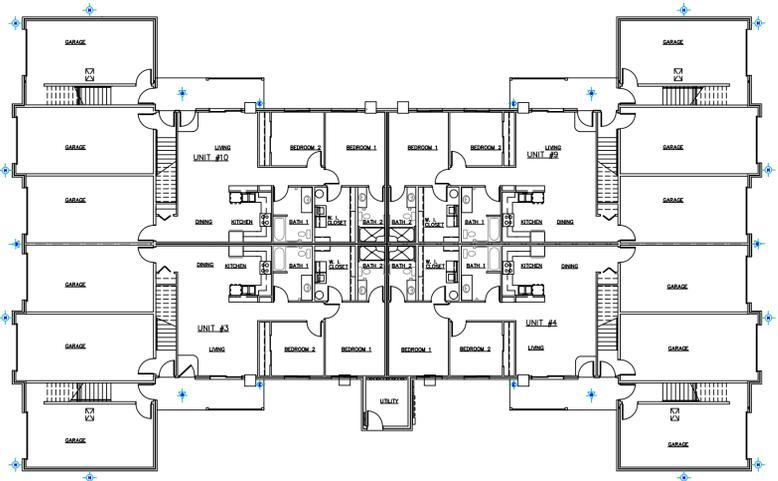
Special Features	Compatible Trims
Got Nail!™ bar hangers	30 300 404 6100 6110 6150
q-Channel bars with Pass-N-Thru™	74 310 420 6101 6120 6162
Slide-N-Side™ junction box	78 313 428 6102 6121 6170
Quick Connect™ push wire nuts	78 327 429 6103 6125 6215
Air-Tite™ code compliant	170 328 430 6106 6126 6222
	171 353 476 6107 6130 6208
	172 376 4041 6108 6145 6255
	173 378 4261 6109 6146 305BAT

*Not to be used in direct contact with spray foam insulation (Consult NEMA L9057-2013)

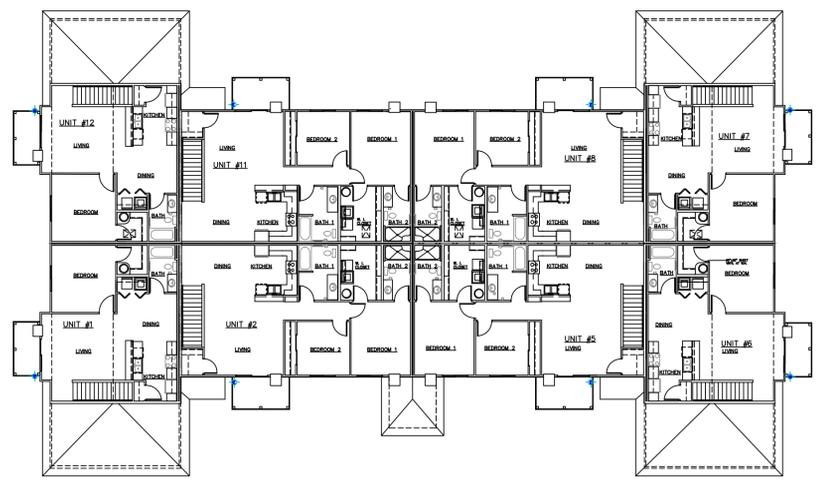
- Features**
- Housing**
 - Single wall aluminum housing
 - Aluminum construction for greater heat dissipation
 - Sealed and gasketed for Air-Tite™ ready installation
 - Designed for insulated ceilings in direct contact with insulation* (May also be installed in non-insulated ceiling)
 - Socket Plate**
 - Rigid socket plate adjusts and locks without tools for various lamp sizes
 - Socket plate and bracket may be removed when using socket supporting trims
 - Plaster Frame**
 - Housing adjusts in plaster frame to accommodate up to 1" ceiling thickness
 - Galvanized steel construction
 - Plaster frame features include:
 - Recessed locking screw for securing hanger bars
 - Cutsouts for easily crimping hanger bars in position
 - Halo name embossed on plaster frame
 - The housing may be removed from plaster frame to provide access to the junction box
 - Pre-installed Air-Tite ready ceiling contact gasket
 - Includes**
 - Got Nail!™ bar hangers (Details Pg. 9)
 - q-Channel bars with Pass-N-Thru™ (Details Pg. 9)
 - Slide-N-Side™ junction box wire traps (Details Pg. 9)
 - Quick Connect™ push wire nuts (Details Pg. 9)
 - Air-Tite™ code compliant (Details Pg. 9)
 - Socket**
 - Porcelain socket with nickel plated brass screw shell
 - Snap-in springs secure socket to socket plate, and may be detached when using socket supporting trims
 - Over spray protector included
 - Thermal Protector**
 - Self resetting thermal protector deactivates fixture if overheating occurs due to improper lamping or misapplied insulation
 - Trims**
 - Halo FR-All concept offers multiple trim options in a variety of design styles, and functional beam distributors to control beam angle and lumen delivery in accommodating various lamp types including halogen, CFL, and LED
 - Compliance**
 - cULus Listed 158W luminaire
 - cULus Listed damp location
 - cULus Listed for wet location, covered ceiling, with select trims
 - cULus Listed for feed through
 - cULus Listed for direct contact with insulation and combustible material*
 - Air-Tite code compliant. Certified under ASTM E283; not exceeding 2.0 cfm (0.344 L/s) air leakage rate tested at a 1.5" pd (75 Pa) pressure differential.
 - RohS compliant

TYPICAL FIXTURE DETAIL

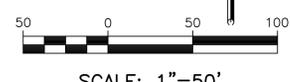
NOT TO SCALE
 NOTE: ALL LAMPS ARE 9 WATT LED.



FIRST FLOOR PLAN
 NOT TO SCALE

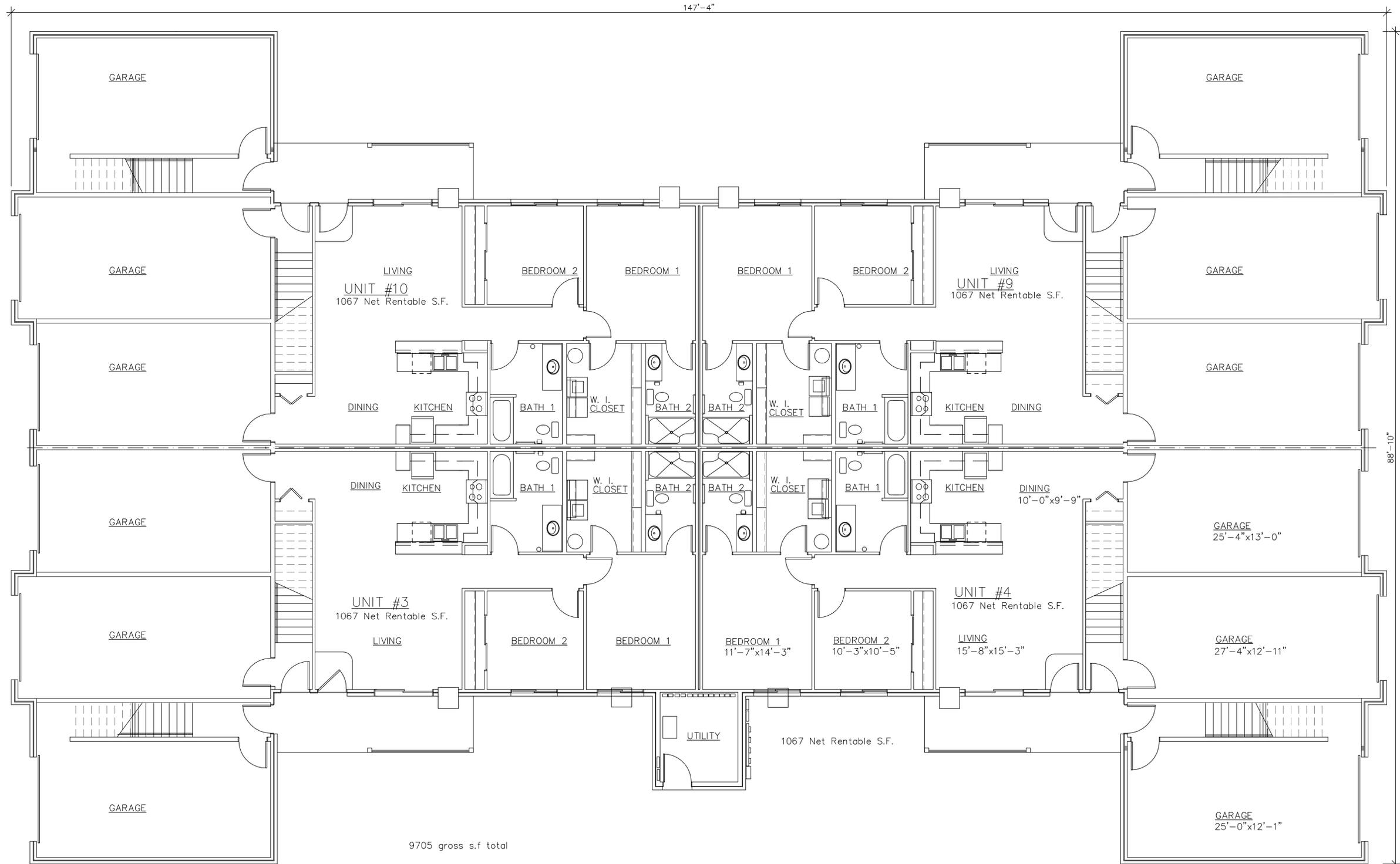


SECOND FLOOR PLAN
 NOT TO SCALE



RELEASE	DATE:	BY:
Project Review		
NO.	DATE:	BY:
DESCRIPTION		
REVISIONS		
NICOLET LUMBER CO.		
4050 NICOLET DRIVE GREEN BAY, WI 54311		
840 CHALLENGER DRIVE - SUITE 140 Green Bay, WI 54311-8951 Phone: 920/592-9606 Fax: 920/592-9613		
JMM CONSULTING, LLC CONSULTING ENGINEERS		
LIGHTING PLAN		
PROPOSED MULTI-FAMILY DEVELOPMENT CITY OF WAUPACA, WISCONSIN		
DRAWN BY: MJE		
DATE: 4/13/2018		
SCALE: 1" = 50'		
DRAWING NO.		

\\DESKTOP-43BNLU\data\nicolet\2017 Waupaca\Site Plans to City\Waupaca Lighting Plan_041018.dwg

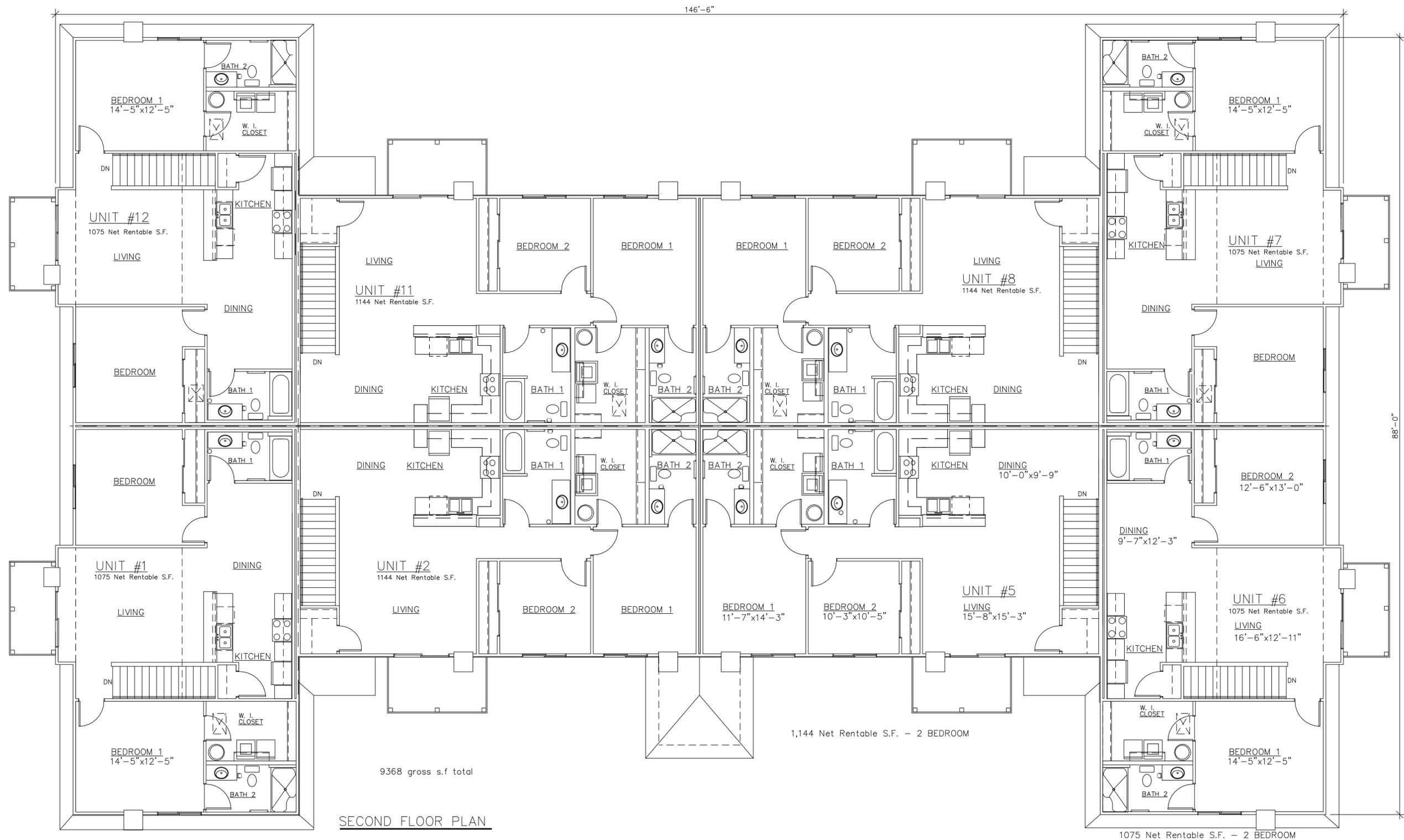


FIRST FLOOR PLAN

JOB NO.	DATE	REVISED
2018-04	4/12/18	

PREMIER COMMERCIAL DRIVE ESTATES
FOR PREMIER REAL ESTATE MANAGEMENT
CITY OF WAUPACA, WISCONSIN

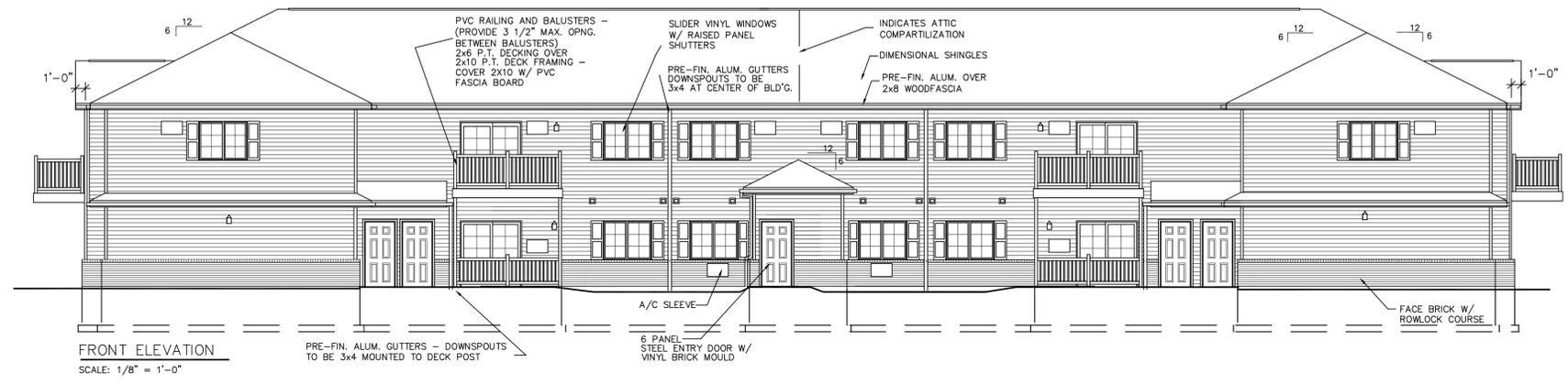
FIRST FLOOR PLAN



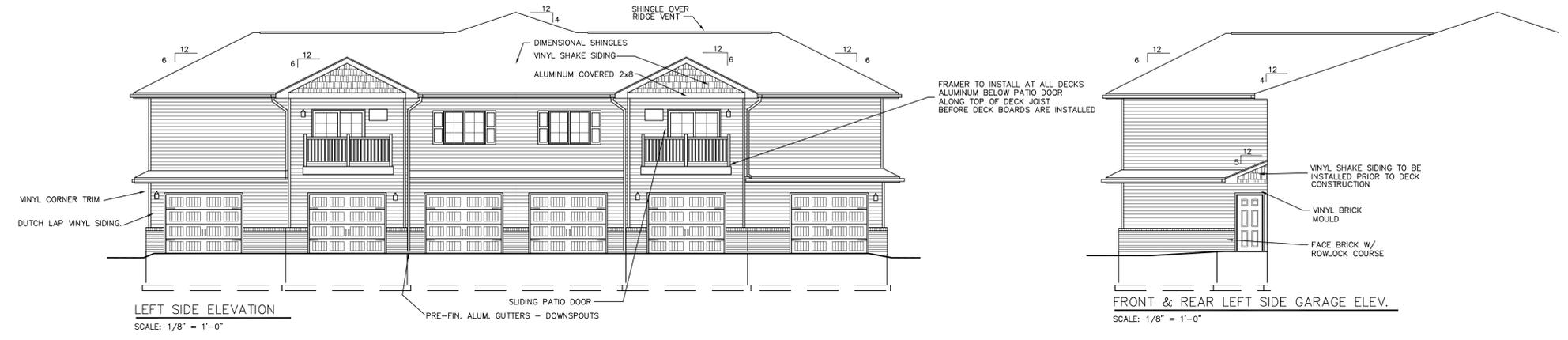
SECOND FLOOR PLAN

JOB NO.	DATE	REVISED
2018-04	4/12/18	

JOB NO.	2018-04
DATE	4/12/18
REVISED	

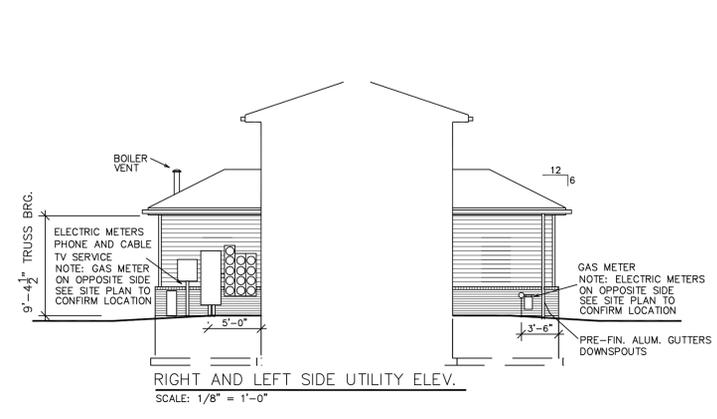


FRONT ELEVATION
 SCALE: 1/8" = 1'-0"

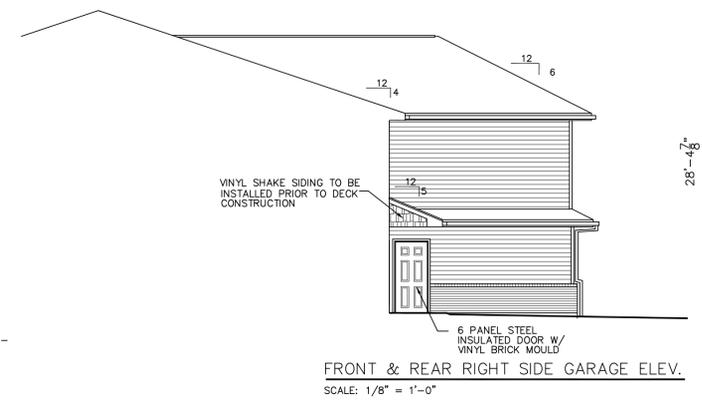


LEFT SIDE ELEVATION
 SCALE: 1/8" = 1'-0"

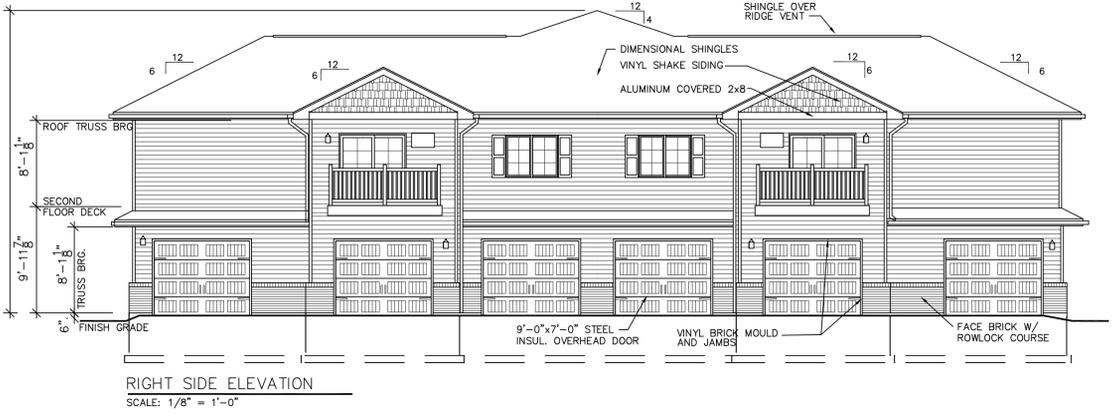
FRONT & REAR LEFT SIDE GARAGE ELEV.
 SCALE: 1/8" = 1'-0"



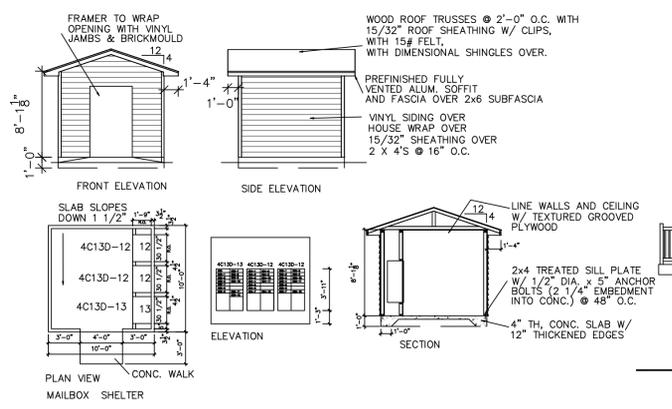
RIGHT AND LEFT SIDE UTILITY ELEV.
 SCALE: 1/8" = 1'-0"



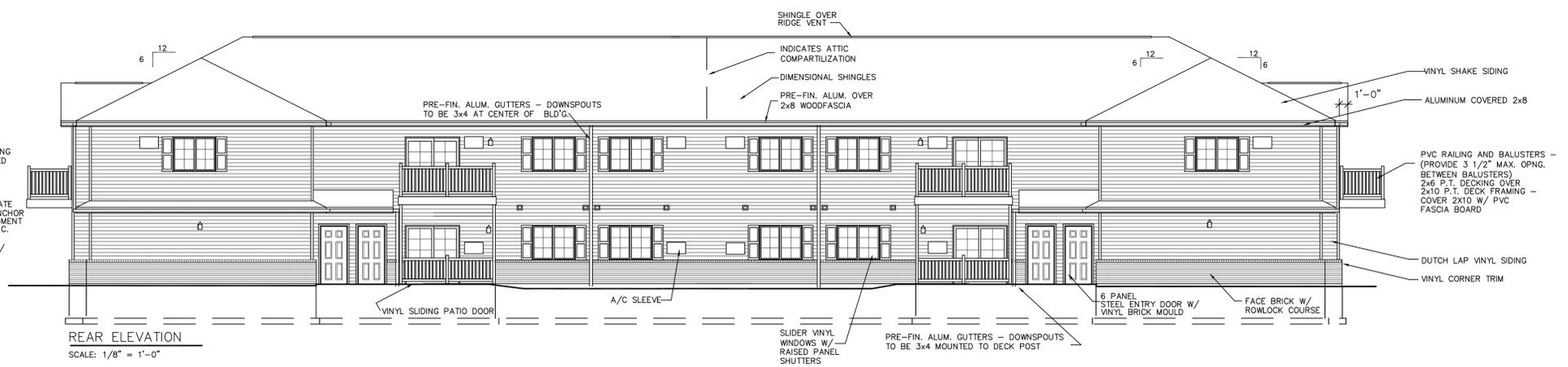
FRONT & REAR RIGHT SIDE GARAGE ELEV.
 SCALE: 1/8" = 1'-0"



RIGHT SIDE ELEVATION
 SCALE: 1/8" = 1'-0"



PLAN VIEW
 MAILBOX SHELTER



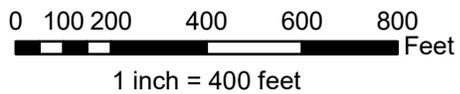
REAR ELEVATION
 SCALE: 1/8" = 1'-0"











ATTENTION!!!
G.I.S. maps are for informational purposes only and are not intended to represent evidence in title. The representations on these maps could in fact be in error and should not be relied upon as the sole determining factor in the location of any given parcel. The City of Waupaca is not responsible for any inaccuracies contained herein. Individuals should consult legal representation or professional survey advice to confirm and insure accuracy of a given parcel description.



City of Waupaca

111 South Main Street
 Waupaca, WI 54981
 Phone: (715) 258-4404
 Fax: (715) 258-4426
www.cityofwaupaca.org/development

Permits Issued

4/1/2018 To 4/30/2018

Permit # / Type	Date	Location	Description of Work	Fees	Cons. Value
18-043-A1 Accessory Structure	04/09/2018	2016 FARM DR	TEMPORARY STRUCTURE	\$100.00	\$0.00
18-045-A1 Accessory Structure	04/09/2018	600 OAK ST	10'x12'x8' TALL PREFAB WOOD SHED	\$50.00	\$0.00
18-061-A1 Accessory Structure	04/27/2018	845 SUNRIDGE DR	Western Red Cedar fencing	\$25.00	\$4,800.00
18-062-A1 Accessory Structure	04/30/2018	1223 E CLARKE ST	FENCE - chain link, 4 feet in height located west of home	\$25.00	\$1,725.00
18-025-B1 Building	04/09/2018	330 S MORTON ST	Replacement of 3 windows	\$100.00	\$6,969.00
18-039-B1 Building	04/02/2018	637 BAILEY ST	Re-roof of partial or whole roof	\$25.00	\$1,200.00
18-041-B1 Building	04/02/2018	777 WOODLAND CIR	Move bedroom door, widen office door to 6' opening, change closet door to pocket door, insert 3'x1' window into interior living room wall (bearing wall)	\$50.00	\$6,000.00
18-042-B1 Building	04/04/2018	139 SHADOW LAKE DR	ALTERATION OF HOUSE, REMOVE FIREPLACE, REMOVE ELECTRIC HEAT, INSTALL NEW FURNACE/CENTRAL A/C, GU & REDO BATHROOM (ADA) & LAUNDRY ROOM, INSTALL NEW PATIO DOOR IN L.R. CHANGE WINDOW IN L.R., REMOVE BRICK IN FRONT, INSTALL NEW BRICK	\$147.00	\$20,957.00
18-044-B1 Building	04/04/2018	106 GRANITE ST	Shingles on porch areas (41 sq ft)	\$25.00	\$200.00



City of Waupaca

111 South Main Street
 Waupaca, WI 54981
 Phone: (715) 258-4404
 Fax: (715) 258-4426
www.cityofwaupaca.org/development

Permits Issued

4/1/2018 To 4/30/2018

Permit # / Type	Date	Location	Description of Work	Fees	Cons. Value
18-046-B1 Building	04/10/2018	503 5TH ST	REMOVE WATER DAMAGE AREAS W/ NEW, REMOVE PLASTER REPLACE W/ DRYWALL LIVING ROOM, STAIRS, HALL, BATH, NEW FIXTURES IN BATHROOM, TILE SURROUND NEW ELECTRIC IN ALL, NEW FLOORING, SIDE DOOR, 600 SQ. FT.	\$70.00	\$10,000.00
18-047-B1 Building	04/11/2018	510 W UNION ST	10' x 14' shed; new siding, window replacement (same size)	\$75.00	\$10,000.00
18-051-B1 Building	04/18/2018	1004 EVANS ST	Remove and replace 12'x14' laundry area. Add 24'x32' attached garage.	\$162.32	\$19,500.00
18-054-B1 Building	04/23/2018	638 W UNION ST	Residing and replacement windows	\$108.50	\$15,500.00
18-055-B1 Building	04/23/2018	720 W FULTON ST	Demo and repair of two entryways	\$100.00	\$3,500.00
18-056-B1 Building	04/23/2018	1018 DEMAREST AVE	ENCLOSE HALF OF GARAGE FOR WORKSHOP, CHANGE 16X7 GARAGE DOOR TO ACCOMODATE 2 9X7 GARAGE DOORS	\$50.00	\$400.00
18-059-B1 Building	04/25/2018	1500 ROMAN RD	MODIFICATIONS AND ALTERATIONS TO STAGE (ADDING 4 FT.), NEW CARPET TILES, 680 SQ. FT., IIIB CLASS CONSTRUCTION	\$315.00	\$30,000.00
18-041-E2 Electrical	04/02/2018	777 WOODLAND CIR	Re-route electrical	\$50.00	\$0.00
18-042-E2 Electrical	04/04/2018	139 SHADOW LAKE DR	Electrical for alterations/remodeling	\$50.00	\$3,200.00
18-046-E2 Electrical	04/09/2018	503 5TH ST		\$50.00	\$0.00



City of Waupaca

111 South Main Street
 Waupaca, WI 54981
 Phone: (715) 258-4404
 Fax: (715) 258-4426
www.cityofwaupaca.org/development

Permits Issued

4/1/2018 To 4/30/2018

Permit # / Type	Date	Location	Description of Work	Fees	Cons. Value
18-051-E2 Electrical	04/18/2018	1004 EVANS ST	Electrical for 12'x14' laundry area addition and 24'x32' attached garage.	\$72.44	\$1,000.00
18-060-E1 Electrical	04/27/2018	722 ROYALTON ST	OVERHEAD SINGLE PHASE, SERVICE CHANGE, AMP 200 VOLTAGE 120/140, 1 METER REQUIRED	\$50.00	\$1,000.00
18-007-M4 Mechanical	04/18/2018	855 SMITH ST	Re-installation of hydronic system damaged by fire, (4) new boilers, (1) existing boiler to remain	\$176.00	\$17,500.00
18-042-M4 Mechanical	04/04/2018	139 SHADOW LAKE DR	HVAC for alterations, new furnace/central air	\$50.00	\$9,450.00
18-048-M1 Mechanical	04/11/2018	809 WARE ST	REMOVAL OF OLD FURNACE FROM PROPERTY, & INSTALLATION OF A NEW CONCORD 95% EFFICIENT 66,000 BTU FURNACE	\$50.00	\$2,795.00
18-042-P3 Plumbing	04/04/2018	139 SHADOW LAKE DR	Plumbing for alterations, bathroom, laundr room	\$50.00	\$4,150.00
18-046-P3 Plumbing	04/10/2018	503 5TH ST		\$50.00	\$0.00
18-040-SN1 Sign	04/02/2018	1040 W FULTON ST	New wall signs (2) and ground sign lens replacement. Temporary signage - see Conditions.	\$400.00	\$22,000.00



City of Waupaca

111 South Main Street
 Waupaca, WI 54981
 Phone: (715) 258-4404
 Fax: (715) 258-4426
www.cityofwaupaca.org/development

Permits Issued 4/1/2018 To 4/30/2018

Permit # / Type	Date	Location	Description of Work	Fees	Cons. Value
18-049-SN1 Sign	04/12/2018	200 S WESTERN AVE	North (front) elevation: 24" McDonald's (1), 42" wall arch (1), 8" Welcome (1) South (rear) elevation: No Signage East (drive-thru) elevation: 24" McDonald's (1), 3'x10" Pay Here (1), 3'x10" Pick Up (2) West (north) elevation: 24" McDonald's (1), 42" wall arch (1), 8" Welcome (1) Double arm gateway (1), Order Here canopy (2), Pull Forward sign (1) Double Menu board (2) Directional signs (4) 3' maximum height, no logos SEE CONDITIONS	\$1,000.00	\$43,500.00
18-052-SN1 Sign	04/20/2018	201 FOXFIRE DR	Flex face replacement on existing non-conforming ground sign. No increase in area.	\$100.00	\$2,850.00
18-053-SN1 Sign	04/18/2018	1045 W FULTON ST	3.5' x 5' Citgo ground signage lens replacement; 3' x 4' new wall sign (North wall)	\$250.00	\$1,500.00
Permit Count: 30			Totals:	\$3,826.26	\$239,696.00