



Plan Commission

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Agenda

Monday, August 28, 2023	7:00 PM	Council Chambers and Virtual
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Pursuant to Wisconsin Statute 19.84, Notice is hereby given to the public that a meeting of the **Plan Commission** of the City of De Pere will be held on **August 28, 2023** at **7:00 PM** in the **COUNCIL CHAMBERS, 2ND FLOOR CITY HALL, 335 S. BROADWAY STREET, DE PERE.**

The public may attend the meeting either in person in the Council Chambers or electronically/telephonically. Electronic or telephonic access to the meeting is provided below:

Computer/smart phone accessing <https://www.gotomeet.me/DePere>

OR

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(312\) 757-3117](tel:+13127573117)

Access Code: 154-883-285

This meeting may also be rebroadcast on Spectrum Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at <http://deperecitywi.igmp2.com/>.

Call to Order

1. Roll Call
2. Approval of the minutes of the June 26, 2023 Plan Commission meeting.
3. Public comments upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Plan Commission. §6-3(f) DPMC.
4. A Public Hearing on the proposed project plan and boundary amendment for Tax Incremental Financing District No. 11 is scheduled for 7:00 PM, or as soon thereafter as can be heard.
 - A. Notice of Public Hearing for Tax Increment District No. 11 District Boundary Amendment and Project Plan Amendment.
 - B. Review Proposed Boundary Amendment and Project Plan Amendment for Tax Increment Financing District No. 11.*
 - C. Resolution PC23-01, Recommending Adoption of the Proposed Boundary Amendment No. 2 and Project Plan Amendment No. 1 for Tax Incremental Financing District No. 11.
5. Consideration and possible action for an extraterritorial 2-lot certified survey map at 2851 American BL in Lawrence (Parcel L-2191).*
6. Consideration and possible action for an extraterritorial 3-lot certified survey map at 2854 American BL in Lawrence (Parcel L-2186).*
7. Consideration and possible action on a 35-lot and 2-outlot extraterritorial preliminary plat of Little Rapids Subdivision at 2700 BLK Lawrence DR in Lawrence (Parcel L-2184).*

8. Consideration and possible action on a 21-lot and 2-outlot extraterritorial final plat of Lawrence Parkway First Addition at 2200-2300 BLK Little Rapids RD in Lawrence (Parcels L-458-6, L-2118, L-2117, L-2116, L-2115, L-2114, L-458, L-456, L-456-2, L-457-3).*
9. Consideration and possible action to reaffirm the street name Scotchwood RD and the street name Hardwoods CT as formal names for two streets in the City of De Pere.*
10. Consideration and possible action for a new 12-foot-wide public utility easement at 1900 BLK Venture AV (Parcel WD-D0079-A).*
11. Consideration and possible action to approve a \$4,900 proposal from Duncan Associates to incorporate year 2023 quarterly Zoning Ordinance updates into the Zoning Ordinance.*
12. Consideration and possible action to award a contract for a 2023 Comprehensive Housing Study and Action Plan to Camoin Associates.*
13. Discussion about site plans received since the June 2023 Plan Commission meeting and review of the status of recently approved development projects.

Adjournment

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the City Planner's office at 339-4043 by noon on the day of the meeting so that arrangements can be made.

*Items with an asterisk require City Council approval.

Agenda Sent To:

Alderspersons

City Administrator

Mayor

Department Heads

TV, Newspapers & Radio Stations

Kress Family Library

De Pere Chamber of Commerce

Douglas Woelz, McMahon Associates

Town of Lawrence



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: August 28, 2023

DEPARTMENT: Planning

FROM: Kelly Barker

SUBJECT: Approval of the minutes of the June 26, 2023 Plan Commission meeting.

ATTACHMENTS:

- PC_Jun2023_Minutes_Draft (PDF)



Plan Commission

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Draft Minutes

Monday, June 26, 2023

7:00 PM

Council Chambers and Virtual

Call to Order

The meeting was called to order at 7:00 PM by Mayor James Boyd

Attendee Name	Title	Status	Arrived
James Boyd	Mayor	Present	
Brenda Busch	Commissioner	Present	
Mark Higgins	Commissioner	Present	
Devin Perock	Aldersperson	Present	
Dean Raasch	Aldersperson	Present	
Shane Raymaker	Commissioner	Present	
Grant Schilling	Commissioner	Present	

Also present: Development Services Director Daniel Lindstrom, City Planner Peter Schlein, and members of the public.

2. Approval of the minutes of the May 22, 2023 Plan Commission meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Mark Higgins, Commissioner
AYES:	Boyd, Busch, Higgins, Perock, Raasch, Raymaker, Schilling

3. Public comments upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Plan Commission. §6-3(f) DPMC.

There were no public comments.

RESULT:	DISCUSSED
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4. Consideration and possible action for an extraterritorial 3-lot certified survey map at 1700 BLK Williams Grant DR in Lawrence (Parcel L-169).*

City Planner Peter Schlein reviewed the 3-lot extraterritorial certified survey map at the 1700 Block of Williams Grant Drive in the Town of Lawrence. Staff recommended approval of the CSM, subject to the conditions in the report. Mayor Boyd moved, seconded by Ald. Raasch, to approve the CSM. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Dean Raasch, Aldersperson
AYES:	Boyd, Busch, Higgins, Perock, Raasch, Raymaker, Schilling

5. Consideration and possible action for a zoning map amendment from R1-45 (Single-Dwelling Detached District) to MX3 (Corridor Mixed-Use District) at 822-828 Main AV and 823-827 Oak ST (Parcels WD-534, WD-535, WD-533-1, WD-536).*

City Planner Peter Schlein reviewed the zoning map amendment from R1-45 to MX3 for four residential lots at 822-828 Main Avenue and 823-827 Oak Street. Staff recommended approval of the zoning map amendment, subject to the conditions in the report. Peter noted that property owners within 300 feet of the rezoning were notified.

Staff received one phone call about the rezoning, but there was no objection. Ald. Raach moved, seconded by Mayor Boyd to open the meeting. The petitioners, Aaron Brightfelt from Robert E. Lee Associates and David Kane with Northshore Bank addressed the commission. At this time, there is the potential for a bank to be developed on part of this property. Mary Jones, who lives at 831 Oak Street spoke next. She is concerned about the timeline and potential commercial development on this property. She asked who owns the four properties. Peter replied that Jambor Properties LLC owns all of the property. He added that the Council will review the rezoning on July 18, 2023. Mayor Boyd noted that the discussion should be based solely on the rezoning of the property, not the potential site plan. Mayor Boyd moved, seconded by Ald. Raasch, to go back to regular session. Upon vote, motion carried unanimously. Mayor Boyd moved, seconded by Mark Higgins, to approve the zoning map amendment. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Mark Higgins, Commissioner
AYES:	Boyd, Busch, Higgins, Perock, Raasch, Raymaker, Schilling

6. Consideration and possible action to review and approve the height of a wall sign in the MX2 (Neighborhood Mixed Use) District at 320 N Wisconsin ST (Parcel ED-880).

City Planner Peter Schleinz reviewed the request to approve the height of a wall sign in the MX2 District at 320 N Wisconsin Street. The maximum wall sign height in the MX2 District is 20 feet; however, the petitioner is requesting the height to be approved at 24 feet due to the following reasons:

1. It is the center location of the building which makes the location pleasing to the eye.
2. There are architectural details that prevent any other location. (Brick, windows, awning)

Staff recommended approval of the request. Ald. Raasch moved, seconded by Shane Raymaker, to approve the wall sign height of 24 feet. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Shane Raymaker, Commissioner
AYES:	Boyd, Busch, Higgins, Perock, Raasch, Raymaker, Schilling

7. Consideration and possible action to change three street names and establish a name for a future bridge within the City of De Pere: Southbridge Road, part of Red Maple RD, and Rockland RD changing to Optimistic AV, and a future bridge between Red Maple RD and Rockland RD being named Arthur J. Altmeyer Bridge.*

City Planner Peter Schleinz reviewed the request to change three street names and establish a name for the future Southern bridge. Staff recommended approval of the request. Discussion followed and Ald. Raasch suggested a name that represents the Menominee Nation Tribe. He stated that he will do some research for other name suggestions related to the Menominee tribe. Staff noted that the name should be something forward-thinking. They gave Ald. Raasch a deadline of July 10th so it could be discussed at the next Common Council meeting. Ald. Raasch moved, seconded by Mark Higgins, to approve the naming of the bridge and to refer the street name change back to staff to be reviewed and acted on by the Common Council on July 18th. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Mark Higgins, Commissioner
AYES:	Boyd, Busch, Higgins, Perock, Raasch, Raymaker, Schilling

8. Consideration and possible action to review and approve a Request For Proposal (RFP) to write a new 2023 Comprehensive Housing Study and Action Plan.

City Planner Peter Schleinz reviewed the Request for Proposal (RFP) to write a new 2023 Comprehensive Housing Study and Action Plan. Staff recommended approval of the RFP. Mayor Boyd moved, seconded by Ald. Perock, to approve the RFP. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Devin Perock, Alderperson
AYES:	Boyd, Busch, Higgins, Perock, Raasch, Raymaker, Schilling

9. Consideration and Possible Action to recommend revisions and updates to the Common Council for the Zoning Ordinance and the Official Zoning Map. *

A. Plan Commission recommendation to approve revisions to Municipal Code Chapter 14 (Zoning Ordinance).

City Planner Peter Schleinz reviewed the revisions to Municipal Code Chapter 14. Staff identified 32 zoning ordinance revisions. Staff requested that the Plan Commission members have a discussion regarding the following topics:

Part 1: private residential garages. Do you support or request the changes in red? Everyone supported the changes.

Part 2: Mini warehouse (self-storage)-an enclosed use that provides separate small-scale, self-service storage facilities leased or rented to individuals or small businesses. Do you like it the way it is or do you want to make exceptions? Mayor Boyd suggested to keep things the way they are, with no changes. Everyone agreed.

Part 3: Parking Minimums - no minimum off-street motor vehicle parking ratios apply to nonresidential uses in the MX1 District. "when the building area is less than xxx square feet. If the building area is xxx square feet or greater than 50% of the parking ratio is required to be onsite and the remainder of the parking ratio does not apply.

Options to consider based on:

- Exceeding certain number of required stalls.
- Square footage of building.
- Number of employees.
- Parking Study results.
- Other calculations.
- Leave as written.

Development Services Director Daniel Lindstrom suggested to use the parking study results. The developer would be required to submit parking study results based on the building use. The Plan Commission members were all in agreement with this option. Staff will craft some recommendations. Mark Higgins made a motion, seconded by Shane Raymaker, to recommend the changes made by staff

and subject to the changes recommended during the meeting. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mark Higgins, Commissioner
SECONDER:	Shane Raymaker, Commissioner
AYES:	Boyd, Busch, Higgins, Perock, Raasch, Raymaker, Schilling

B. Plan Commission recommendation to approve revisions to the Official Zoning Map.

City Planner Peter Schleinz reviewed the recommendation to approve revisions to the Official Zoning Map. There are four changes. Staff recommended approval of the revisions. Mayor Boyd moved, seconded by Ald. Raasch, to approve the revisions to the Official Zoning Map. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Dean Raasch, Alderperson
AYES:	Boyd, Busch, Higgins, Perock, Raasch, Raymaker, Schilling

10. Discussion about site plans received since the May 2023 Plan Commission meeting and review of the status of recently approved development projects.

City Planner Peter Schleinz reviewed the monthly site plan update of recently approved development projects. There were no comments or questions.

RESULT:	DISCUSSED
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Adjournment

Mayor Boyd moved, seconded by Ald. Perock, to adjourn the meeting at 8:29 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: August 28, 2023

DEPARTMENT: Planning

FROM: Kelly Barker

SUBJECT: Public comments upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Plan Commission. §6-3(f) DPMC.



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: August 28, 2023

DEPARTMENT: Planning

FROM: Daniel Lindstrom

SUBJECT: A. Notice of Public Hearing for Tax Increment District No. 11
District Boundary Amendment and Project Plan Amendment.

ATTACHMENTS:

- Public Hearing Notice - TID 11 Amendment (DOCX)

Publication Date: August 18, 2023 (Class 1 Notice – 7 Day)

**NOTICE OF PUBLIC HEARING
REGARDING THE AMENDMENT OF THE DISTRICT BOUNDARY AND PROJECT PLAN
FOR TAX INCREMENTAL DISTRICT (TID) NO. 11
IN THE CITY OF DE PERE, WISCONSIN**

NOTICE IS HEREBY GIVEN, that the Plan Commission of the City of De Pere, will hold a public hearing on August 28, 2023 at 7:00 p.m. The public may attend this meeting electronically or telephonically by accessing either: Computer/smartphone accessing <https://www.gotomeet.me/DePere> OR dial by phone: United States (Toll Free): 1-866 899-4679 United States: +1 (312) 757-3117 Access Code: 154-883-285.

The purpose of the public hearing is to review and take action regarding the proposed Amendment to the District Boundary for Tax Incremental District No. 11 in the City of De Pere's Business Park. The City is proposing to amend the District Boundary to add parcels to the TID Boundary, identify additional costs related to the Southbridge Connection Project, add additional consulting services and other site development costs. The proposed public project improvements will continue to include public improvements ancillary to the development, professional and organizational services, administrative costs, and finance costs. The proposed Project Plan Amendment's project costs may include cash grants, land price discounts and other incentives by the City to owners, lessees, or developers of land that is located within the tax increment district. The Project Plan Amendment identifies an additional \$4,880,000 in project costs (excluding interest).

At the public hearing, all persons will be afforded a reasonable opportunity to be heard concerning the proposed Amendment to the established TID No. 11 Boundary and Project Plan. Copies of the proposed Amendment to the TID No. 11 Boundary and Project Plan are available for inspection and will be provided upon request. Arrangements for either inspection or receipt of a copy of the Boundary Amendment or Project Plan may be made by contacting Daniel Lindstrom, AICP, Development Services Director, 335 S Broadway, De Pere, WI 54115; Phone 920-339-2370.

Dated this 18th day of August, 2023.

BY ORDER OF THE COMMON COUNCIL

James Boyd
Mayor

Carey Danen
City Clerk



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: August 28, 2023

DEPARTMENT: Planning

FROM: Daniel Lindstrom

SUBJECT: B. Review Proposed Boundary Amendment and Project Plan Amendment for Tax Increment Financing District No. 11.*

ATTACHMENTS:

- TID No. 11 Boundary Amendment No2 Project Plan No1 DRAFT 08172023 (PDF)



City of De Pere

Tax Increment District No.11 Boundary Amendment No. 2 Project Plan Amendment No.1

DRAFT August 18, 2023

Prepared by the Development Services Department

**Original Project Plan for TID 11 - September 1, 2015
Boundary Amendment No. 1– August 17, 2021**

**Plan Commission Review and Approval – August 28, 2023
Common Council Review and Approval – September 18, 2023 (Tentative)
Joint Review Board Review and Approval - TBD**

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6: JRB Resolution Approving TID No. 11 Boundary Amendment No. 2	
7: Public Hearing Notice – Affidavit of Publication	
8: Plan Commission/Public Hearing Meeting Agendas	
9: Plan Commission/Public Hearing and Meeting Minutes	
10: Plan Commission Resolution Approving TID No. 11 Boundary Amendment No. 2/Project Plan No.2	
11: Common Council Meeting Agenda	
12: Common Council Meeting Minutes	
13: Common Council Resolution Creating TID No. 11 Boundary Amendment No. 2/Project Plan No.2	

City of De Pere - TID No. 11 Boundary Amendment No. 2

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DRAFT 08/18/2023

City of De Pere TID No. 11 Officials and Acknowledgements

Common Council

Mayor James Boyd
 Amy Chandik Kunding
 Shana Defnet Ledvina
 Jonathon Hansen
 Kelly Ruh
 Dean Raasch
 Devin Pearock

Plan Commission

James Boyd, Mayor
 Devin Perock, Alderperson
 Dean Raasch, Alderperson
 Brenda Busch, Commissioner
 Mark Higgins, Commissioner
 Shane Raymaker, Commissioner
 Grant Schilling, Commissioner

Joint Review Board

James Boyd, Mayor - City of De Pere Representative
 Chet Lamers - Northeast Wisconsin Technical College Representative
 Dawn Laboy - West De Pere School District Representative
 Cole Runge - Brown County Representative
 Mark Higgins - Citizen Member

City Staff

Daniel J. Lindstrom, AICP Development Services Director
 Larry Delo, City Administrator
 Anthony S. Wachewicz III, City Attorney
 Kelly Barker, Administrative Assistant

Milestone Dates

Public Hearing: August 28, 2023 (scheduled)
 Plan Commission Approval Recommendation: September 19, 2023 (scheduled)
 Common Council Approval: September 19, 2023 (scheduled)
 Joint Review Board Approval: TBD

A. EXECUTIVE SUMMARY TID NO. 11 BOUNDARY AMENDMENT NO. 2 AND PROJECT PLAN AMENDMENT NO. 1

The purpose of the Boundary Amendment is to add parcels WD-364-D-505, WD-364-D-505-3, WD-364-D-505-8, WD-1136-1, and the remaining part of parcel WD-1139. The City of De Pere wants to assist in the business growth and expansion of city-owned and privately-owned land. This is also a Project Plan amendment to clarify additional costs related to the South Bridge Connections Project and include other additional project costs necessary for the development within TID no. 11. This amendment will replace the previous project plan as this approach enables the city to keep the most recent project plan and boundary updated under a single document. The project cost section of the document outlines the original costs and the proposed amendments. The Boundary Amendment also includes updated maps to reflect the proposed boundary and updates to the City of De Pere Zoning Code.

B. COMMUNITY INTRODUCTION

The 25,250 people, who call the City of De Pere, Wisconsin home, know that the community provides a high quality of life in the Greater Green Bay metropolitan area. The excellent schools, a dynamic downtown, successful business parks, and safe neighborhoods served by ample parks and natural areas have resulted in considerable loyalty and community pride among residents. The residences, businesses, and commercial areas are connected with a transportation and green space network that accommodates cars, bikes, and pedestrians. The beautiful Fox River is the focal point of the city center, and the Claude Allouez Bridge unites the two sides of our dynamic downtown. Whether you are on the east side or west side, historic buildings thoughtfully blend with new redevelopment to provide a mix of housing, employment, shopping, dining, and entertainment.



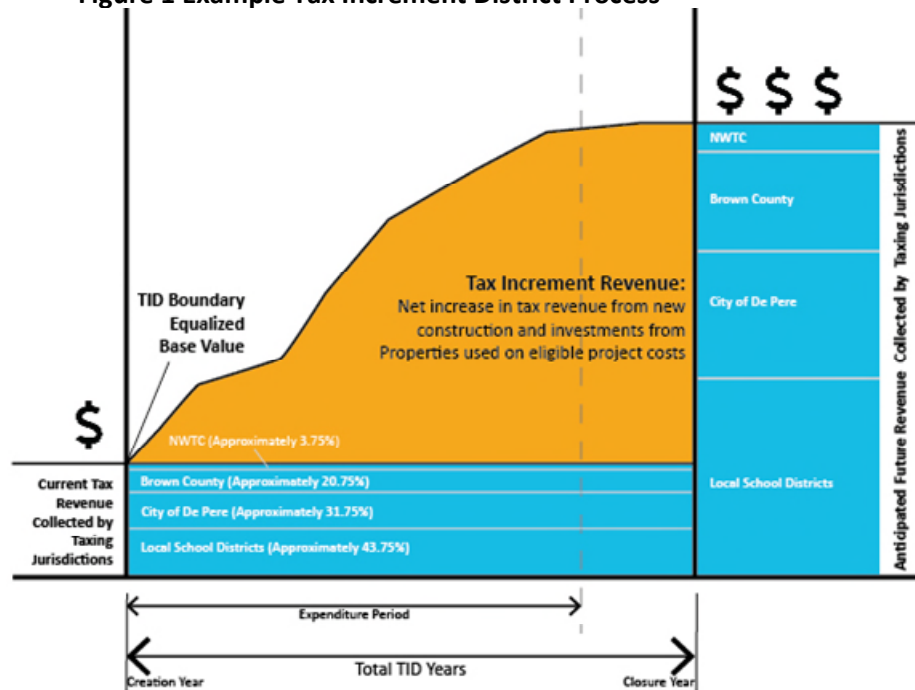
C. INTRODUCTION TO TAX INCREMENT FINANCING

Tax Increment Financing (TIF) is a method of public finance often used by municipalities across the United States to subsidize redevelopment, infrastructure, and other community growth projects. The Wisconsin legislature passed the first TIF law in 1975, and municipalities across the state have used the mechanism to make improvements to specified Tax Increment Districts (TIDs). TIF helps to promote local tax base expansion by using property tax revenues to fund site improvements to attract new development, industry, rehabilitation/conservation projects, mixed-use development, blight elimination, and environmental remediation. During the development period, tax bases for the entities in question remain static at pre-development levels, while property taxes continue to be paid. The taxes derived from increases in property value within the TIDs (the tax increment) are diverted into a special fund at the City to pay for the costs of this redevelopment. Generally, the City will borrow funds to pay for initial development costs and use tax increments to retire debt. The City works with developers and property owners to provide infrastructure improvements and incentives for development. Public infrastructure and property improvements will be financed by a combination of TIF increments and debt financing. Figure 1 diagrams the example TID lifespan and process.

The State of Wisconsin classifies City Tax Increment Districts into several categories: rehabilitation, blight removal, industrial, mixed-use, and environmental remediation districts. Tax Increment Districts terminate once either all costs are paid through increment financing or the mandated termination date passes. Upon termination, the taxing jurisdictions within the TID share in the post-TIF tax revenue generated through improvements during the TID's lifetime.

State Statute places certain limitations on the creation of Tax Incremental Financing Districts. Only whole parcels of property that are assessed for general property tax purposes and which are contiguous can be included within a District.

Figure 1 Example Tax Increment District Process



In addition, at least fifty percent (50%) of the real property in a District must meet at least one of the following criteria:

1. It is a blighted area.
2. It is an area in need of conservation or rehabilitation work.
3. It is an area suitable for industrial sites and has been zoned for industrial use; or
4. It is an area suitable for mixed-use development.

It also must be found that:

1. The improvement of the area is likely to significantly enhance the value of substantially all the other real property in the District.
2. The project costs relate directly to eliminating blight, directly serve to rehabilitate or conserve the area or directly serve to promote industrial and/or mixed-use development; and
3. The equalized value of taxable property of the district plus the value increment of all existing Districts does not exceed 12 percent of the total equalized value of taxable property within the City.

Before a Tax Incremental Financing District can be created or amended, a Joint Review Board, which is comprised of representatives of the authorities having the power to levy taxes in the District and one public member, must approve the municipality's action relative to the creation or amendment of the District.

A Tax Incremental Financing District shall terminate when the earlier of the following occurs:

1. That time when the City has received aggregate tax increments with respect to such District in an amount equal to the aggregate of all project costs under the Project Plan and any amendments to the Project Plan for such District.
2. Twenty years after the District is created for mixed-use TIDs.
3. The local legislative body, by resolution, dissolves the District, at which time the City shall become liable for all unpaid project costs actually incurred, except this paragraph does not make the City liable for any tax incremental bonds or notes issued.

D. TAX INCREMENT DISTRICT NO. 11 OVERVIEW

The city created Tax Incremental District No. 11 ("TID No.11") as an overlap of Tax Incremental District No. 6 (TID No. 6) that has since terminated. The TID was deemed vital to spur the development around the west Industrial Park and help facilitate the development of the Southern Bridge project. The city created TID a "Mixed-Use District" and is a composite of commercial, manufacturing, and residential.

Tax Increment District No. 11 Amendment

The Project Plan Amendment No. 1 for Tax Incremental Financing District No. 11, "the District," in the City of De Pere has been prepared in compliance with s. 66.1105(4), Wisconsin Statutes. TID No. 11 and the proposed Boundary Amendment is defined by the boundary shown on Map 1 found in Appendix A. Pursuant to s. 66.1105(4)(f), the Project Plan shall include:

1. A statement listing the kind, number, and location of all proposed public works or improvements within the district.
2. An economic feasibility study.
3. A detailed list of estimated projects costs.
4. A description of the methods of financing all estimated project costs.
5. The time when the related costs or monetary obligations are to be incurred.
6. A map showing existing uses and condition of real property in the district.
7. A map showing proposed improvements and uses in the district.
8. Proposed changes of zoning ordinances, master plan, if any, maps, building codes, and city ordinances.
9. A list of estimated non-project costs.
10. A statement of the proposed method for the relocation of any persons to be displaced.
11. An indication as to how creation and amendment of the tax incremental district promotes the orderly development of the city.
12. An analysis of the overlying taxing districts.
13. A map showing the district boundaries; and
14. An opinion of the city attorney advising whether the plan is complete and complies with s. 66.1105(4)(f), Wisconsin Statutes.

a. Planning and Approval Process Timeline

The Finance and Personnel Committee recommended staff and the Plan Commission initiate the planning process for the Amendment of TID No. 11. The City notified the overlying taxing jurisdictions of the public hearing on August 8, 2023 and published public hearing notices in the Green Bay Press Times on August 18, 2023. The notice for the first Joint Review Board (JRB) meeting was published on August 18, 2023. The Joint Review Board held its first meeting on August 24, 2023.

The City held the public hearing for the amendment of the TID No. 11 Project Plan and Boundary on August 28, 2023. After the public hearing, the Plan Commission recommended **approval** of the TID No. 11 Project Plan and Boundary. This Project Plan and boundary was adopted by resolution of the Common Council on _____.

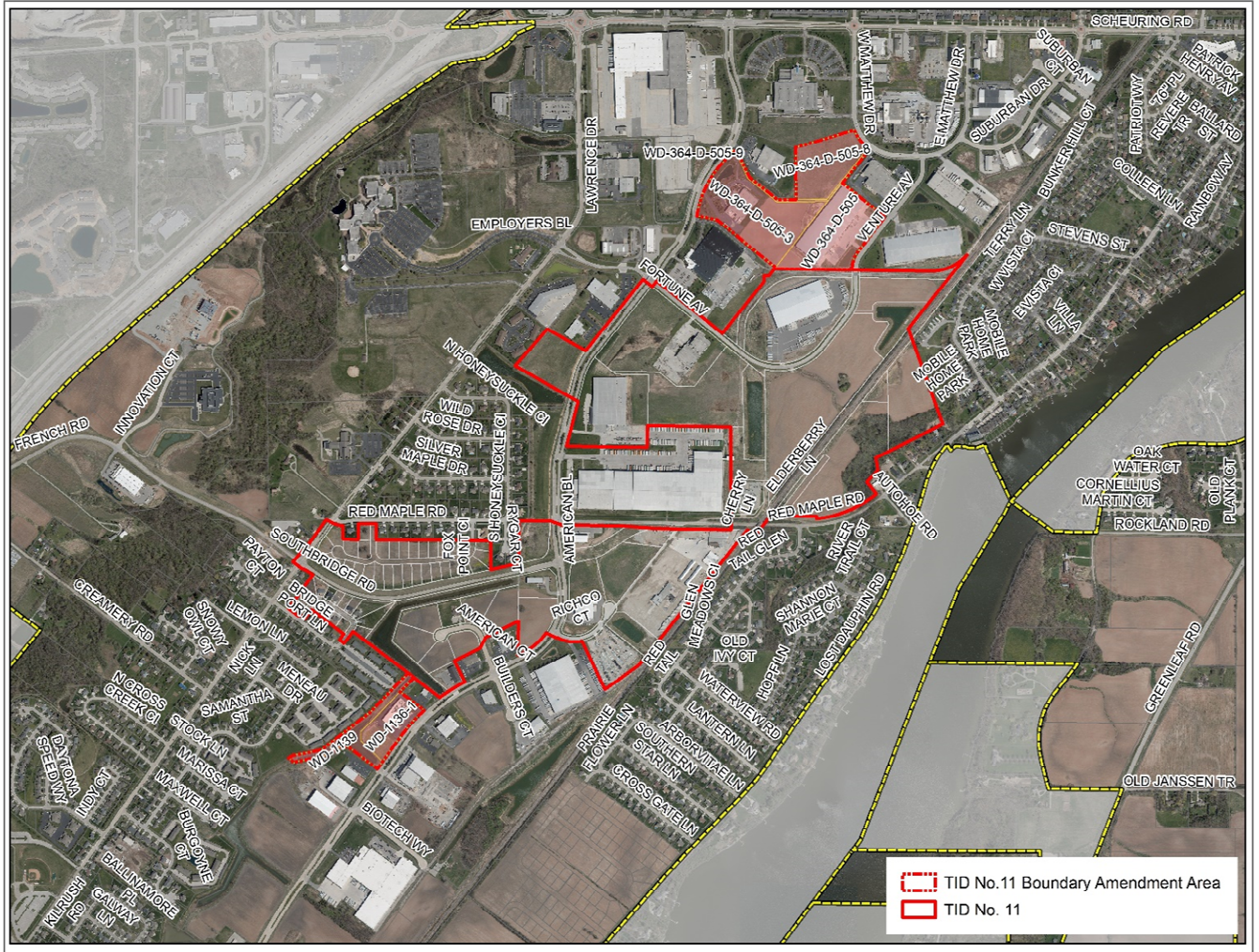
On _____ the Joint Review Board reviewed and **approved** of The TID No. 11 Project Plan and the boundary as required by Wisconsin Statutes. The City published the agenda notice of the final Joint Review Board meeting on _____.

Documentation of all resolutions, notices, and minutes can be found as attachments to this Project Plan. As required by Wisconsin Statutes Chapter 66.1105(5)(b), a copy of the Project Plan will be submitted to the Wisconsin Department of Revenue and used as the basis for the certification of Tax Increment District No. 11 in the City of De Pere. This official Project Plan Amendment guides the development activities within the TID No. 11 amended boundary. Implementation of the Project Plan and completion of the proposed activities require a case-by-case authorization by the Plan Commission, Board of Public Works, Finance and Personnel Committee and the City Council. Public expenditures for projects listed in the Project Plan will be based on the development status of the land and economic conditions existing at the time of construction or implementation. Changes to the TID boundary or project categories not identified here require a formal amendment to the Project Plan involving a public hearing and review and City Council approval.

b. Description And Inventory of Area

The TID current Boundary encompasses _____ acres; the amendment adds an additional _____ acres. The City, through land development regulations and the implementation of the TID Project Plan, could require or facilitate additional right-of-way acquisitions, land dedications, land swaps between property owners, or right-of-way vacations; however, only whole parcels may be included within the TID boundary.

TID Boundary Map: A complete map set is included within Appendix A of this Project Plan.



E. STATEMENT OF PURPOSE

TID No. 11 is being amended to encourage additional development in the city, with the specific goal of increasing commercial and manufacturing development opportunities in the community. The city recognized that without the creation and subsequent amendment of the District, the employment generators and positive construction increment would not occur if the proper infrastructure was not in place to attract and support the development. Therefore, the creation and subsequent amendment of the TID creates a path for developers and the city to develop the lands. The city also intended to complete the following:

- Construction of roads in and up to a one-half mile of the TID boundary, including assisting in the funding of the South Bridge Connection Project;
- Infrastructure upgrades and expansions to sewer and water utilities;
- Developer incentives; and
- Potential land purchases and other potential capital costs.

F. SUMMARY OF FINDINGS

As required by Wisconsin Statutes Section 66.1105, and as documented in this Project Plan Amendment and the exhibits contained and referenced herein, the following findings are made:

a. Project Plan is/has:

- i. In conformity with the Comprehensive Plan and other guiding documents.
- ii. Economically feasible and will enable the TID to close prior to the required closure date.

b. Economic Feasibility and Benefits:

- i. As detailed in the economic feasibility section of this Project Plan, the total tax increment and resulting revenues in the District are sufficient to pay for the existing public works and the proposed incentives included within this Project Plan.
- ii. The benefits of the proposal outweigh the anticipated tax increments to be paid by the owners of property in the overlying taxing jurisdictions. Moreover, the development and infrastructure projects will spur additional development located outside of the TID, the overlying taxing jurisdictions will see an increase in the tax base immediately instead of waiting for the District to close with a much larger TID.
- iii. The expenditures made will create new jobs in the immediate area as a result of the TID amendment. When added to the area within one-half mile of the District, the new and existing businesses in the area will be able to capture an additional or larger market share in the greater region. Therefore, the project costs of the District continue to relate directly to promoting development in the District consistent with the purpose for which the District was created and to be amended.

c. "But For Test":

But for the amendments of this District, the City and developers would not be able to use the Project Plan tools (infrastructure, demolition, land assemblage, and development incentives ("cash grants")) to facilitate the redevelopment of the district. That "but for" the amendment of this TID, the development projected as detailed in this Project Plan: 1) would not occur; or 2)

would not occur in the manner, at the values, or within the timeframe desired by the City. In making this determination, the City has considered the following information:

- i. Development within the TID has not occurred at the pace anticipated by the city due to recent construction prices increases and continually rising interest rates. Infrastructure and other development-related expenses are not likely to be borne exclusively by private developers; therefore, the city has concluded that public investment will be required to fully achieve the City's objectives for this area.
- ii. To achieve its objectives, the city has determined that it must take an active role in encouraging development by making appropriate public expenditures in the area. Without the availability of tax increment financing, these expenditures are unlikely to be made. Enhancement of this area will complement existing venues in the city, and benefit, not only the city but all overlapping taxing jurisdictions. Accordingly, the costs to implement the needed projects and programs are appropriately funded through tax increment financing.
- iii. In order to make the area included within the TID suitable for development, the city will need to make a substantial investment to pay the costs of some or all of the projects listed in the Project Plan such as offsite public infrastructure (stormwater pond, roadway, and intersection improvements). Due to the public investment that is required, the city has determined that the development of the area will not occur at the pace or levels desired solely as a result of private investment.

d. 12% Test:

The City does not exceed the 12% maximum threshold for the total equalized increment value combined with the projected new TID base value in this TID as a ratio of the total equalized value of the property in the City. The total increment value of all the existing tax increment districts within the City equals 9.06%, the inclusion of the base value at the time of amendment increases the percentage to 9.86%.

e. District Type:

The TID was created as a Mixed-Use District. This Project Plan amendment continues met the definition and requirements for a Mixed-Use District. Not less than 50% of the proposed district's area land is suitable for industrial and commercial use. Lands proposed for newly platted residential use does not exceed 35% by area of the real property within the district.

f. Estimated Percentage of Retail:

The City estimates that less than 35% of the territory within the District will be devoted to retail business at the end of the District's maximum expenditure period. The City anticipates zero percent of the area will be devoted to retail business.

G. CITY PLANNING AND ZONING

The following are the subject sections and maps of the City of De Pere guiding documents:

a. Existing Land Use:

As of the drafting of this Project Plan amendment, the TID area is primarily comprised of manufacturing, industrial, and available open space for development, road, rights-of-way,

agricultural fields available for development, and stormwater facilities. Map 2 of Appendix A illustrates the existing land uses.

b. Future Land Use:

The 2010 De Pere Comprehensive Plan designates the amendment areas as Business Park. Map 3 of Appendix A illustrates the proposed or future land uses.

c. Zoning:

The parcels in the TID are subject to local zoning and land division regulation. The parcels are currently zoned as applicable by Wisconsin Statutes, the City can implement zoning changes that comply with the Comprehensive Plan. Map 4 of Appendix A illustrates the existing zoning.

H. STATEMENT OF KIND, NUMBER, AND LOCATION OF PUBLIC WORKS & OTHER PROJECTS

The City created TID No. 11 to promote mixed-use development and redevelopment of properties, improve a portion of the City, enhance the value of the TID, and broaden the property tax base. Any cost directly or indirectly related to achieving the objective of promoting mixed-use development is considered a "project cost" and eligible to be paid from tax increments of this tax increment district, including but not limited to the list below. This may include the construction of infrastructure in and up to a one-half mile of the TID boundary. Maps 5 and 6 in Appendix A illustrate this boundary. Listed below are major categories, which are necessary and standard improvements for promoting mixed-use development:

a. Infrastructure

That portion of costs related to the construction or alteration of sewage treatment plants; water treatment plants or other environmental protection devices; storm or sanitary sewer lines; stormwater management facilities; water lines or amenities on streets; or the rebuilding or expansion of streets, the construction, alteration, rebuilding or expansion of which is necessitated by the Project Plan for a district, and is within the district. Infrastructure can also be installed outside the district, if required, to carry out Project Plans; but only the portion which directly benefits the district is an eligible cost.

The City originally budgeted \$2,255,000 under this category. The Project Plan Amendment adds \$3,629,000 to this category and also reduces rail administration by \$650,000 for a total impact cost of \$5,234,000.

b. Capital Improvement Costs

Including, but not limited to, the costs of the construction of public works or improvements; new buildings, structures, and fixtures; the demolition, alteration, remodeling, repair, or reconstruction of existing buildings, structures, and fixtures, other than the demolition of listed historic properties and the acquisition of equipment to service the district.

The city did not originally budget for Site Development Costs on specific structures and this project plan does not add additional costs.

c. Site Development Costs

Site development activities required to make sites suitable for development include but are not limited to, environmental studies and remediation; stripping topsoil; grading; compacted

granular fill; topsoil replacement; access drives; parking areas; landscaping; stormwater detention areas; demolition of existing structures; relocating utility lines; and other infrastructure, utilities, signs, fencing, and related activities.

The City did not originally budget for Site Development Costs. The Project Plan Amendment adds \$500,000 to this category to assist with a potential stream relocation for Parcel WD-D0077.

d. Land Acquisition & Assembly

This may include but is not limited to, fee title, easements, appraisals, environmental evaluations, consultant and broker fees, closing costs, surveying and mapping, and lease and/or the sale of property at or below market price to encourage or make feasible an economic development project. This could also include the cost to relocate existing businesses or residents to allow redevelopment.

The City did not originally budget for Site Development Costs since most of the land was purchased under TID No. 6. The Project Plan Amendment adds \$825,000 to this category to assist with the potential development of a remaining multi-family zoned property along the South Bridge Connection Corridor.

e. Development Incentives

The City may use TID No. 11 funds to provide cash grants and other types of incentives to developers and businesses to promote and stimulate new development. The City may enter into agreements with property owners, businesses, developers, or non-profit organizations to share costs to encourage the desired kinds of improvements. In such cases, the City will execute development agreements with the developers and/or businesses, which will identify the type and amount of assistance to be provided.

The City may provide funds either directly or through an organization authorized by Wisconsin Statutes (such as a Redevelopment Authority, Public Housing Authority, development organizations, or other appropriate organizations) to make capital available to businesses and/or developers to stimulate or enable economic development and housing development projects within TID No. 11. Funds may be provided in the form of a cash grant, forgivable loan, direct loan, or loan guarantee.

The City originally budgeted \$4,468,000 under this category and this project plan does not add additional costs.

f. Professional Services

Including, but not limited to, those costs incurred for architectural, planning, engineering, and legal advice related to implementing the Project Plan, negotiating with property owners and developers, and planning for the redevelopment of the area.

The City originally budgeted \$25,000 under this category. The Project Plan Amendment adds \$175,000 to this category to assist with surveys and other environmental work for a total impact of \$200,000.

g. Discretionary Payments

Payments made at the discretion of the local legislative body, which are found to be necessary or convenient to the creation and/or amendment of tax incremental districts or the implementation of Project Plans. This could include expenditures to fund programs to eliminate blight; improve housing stock; remove social obstacles to development; provide labor force training, daycare services, or neighborhood improvements to improve the quality of life or safety of the residents, workers, or visitors; and other payments which are necessary or convenient to the implementation of this Project Plan. This also can include an annual donation to the underlying TID No.10 in accordance with the requirements prescribed in Wisconsin Statutes Chapter 66.1105.

The City did not originally budget for Discretionary Payments. The Project Plan Amendment adds \$25,000 to this category for potential marketing strategies and economic development strategies around the South Bridge Connection Corridor.

h. Administration Costs

Administrative costs include but are not limited to, a reasonable portion of the salaries of the City Administrator, Building Inspector, Attorney, Finance Director, Auditor, Assessor, Public Works employees, City Engineer, consultants, and others directly involved in planning and administering the projects and overall District. Administration costs also include any annual payments required to be paid to the Wisconsin Department of Revenue (DOR) under state law.

The City originally budgeted \$85,000 for administration costs. The Project Plan Amendment adds \$375,000 to this category for reasonable salaries of City staff related to the implementation of City staff necessary to support the development of the TID for a total impact of \$460,000.

i. TID Organizational/Amendment Costs

Organizational costs include but are not limited to, the fees of the financial consultant, attorney, engineers, planners, community development consultants, surveyors, GIS professionals, environmental consultants, appraisers, and other contract services related to the planning and creation and/or amendment of the TID. This shall include the preparation of feasibility studies, project plans, and engineering to determine project costs and prepare plans, maps, legal services, environmental investigations, grant applications, regulatory approvals, and other payments made which are necessary or convenient to the creation and/or amendment of this tax increment district. Also included as an eligible administrative cost is the \$1,000 Certification Fee charged by the Wisconsin Department of Revenue.

The City originally budgeted \$3,000 for creation for the District. The Project Plan Amendment adds an additional \$1,000 for a total impact of \$1,000.

j. Inflation

Throughout the past 20 years, the annual rate of inflation in the construction industry has averaged between 2% and 4% but that has increased significantly over the past few years. The inflation appreciation rate, for the purpose of making projections, is 4% as illustrated in Appendix B.

The City anticipates \$200,000 in inflation costs throughout the life of the TID.

k. Financing Costs

Including, but not limited to, all interest paid to holders of evidence of indebtedness issued to pay for project costs and any premium paid over the principal amount of the obligations due to their redemption of the obligations before maturity.

The total financing cost allocated to the TID will be dependent on the amount and time of the loans. The City anticipated \$1,187,083 in financing cost. The project plan amendment adds approximately \$860,000 in additional financing costs throughout the life of the TID not including capitalized interest.

The projects listed above will provide the necessary facilities and support to enable and encourage the development of TID No. 11. These projects may be implemented in varying degrees in response to development needs. The cost estimates above may be adjusted for inflation at the time they are incurred.

I. DETAILED LIST OF PROJECT COSTS

Figure No. 2 below summarizes the detailed project costs for project categories anticipated to be implemented during the remaining expenditure period of TID No. 11. This format follows Department of Revenue guidance on detailed project costs, which states “this list should show estimated expenditures expected for each major category of public improvements.”

Amendment costs listed are based on 2023 prices and are preliminary estimates. The City reserves the right to revise these cost estimates to reflect unforeseen circumstances between 2023 and the time of construction or implementation, such as a higher than the anticipated inflation rate or financing costs that vary from projections due to market conditions at the time of a bond issuance. The city could pursue grant programs to help share project costs included in this Project Plan, as appropriate. Planned project costs are listed in the table below. A more detailed list of planned project costs is included as part of the Financial Attachments in Appendix B.

The City may fund specific project cost items shown below in greater or lesser amounts in response to opportunities that will help the City accomplish the purposes of TID No. 11. The city will use the overall benefit to the city and economic feasibility (i.e., the availability of future revenue to support additional project costs) in determining the actual budget for project cost items throughout the TID’s expenditure period.

Figure 2: Planned Project Costs Summary				
TID No. 11		Created/Revised: 8/16/2023		
Category	Project Plan Costs	Amendments Plan Costs	Other's Share	TID Share
A. Infrastructure	\$2,255,000	\$12,550,000	\$9,571,000	\$5,234,000
B. Capital Costs	\$0	\$0	\$0	\$0
C. Site Development Costs	\$0	\$500,000	\$0	\$500,000
D. Land Acquisition & Assembly	\$0	\$825,000	\$0	\$825,000
E. Development Incentives	\$4,478,000		\$0	\$4,478,000
F. Professional Services	\$25,000	\$175,000	\$0	\$200,000
G. Discretionary Payments	\$0	\$25,000	\$0	\$25,000
H. Administration Costs	\$85,000	\$375,000	\$0	\$460,000
I. Organizational Costs	\$3,000	\$1,000	\$0	\$4,000
J. Inflation	\$0	\$0	\$0	\$0
Subtotal	\$6,846,000	\$14,451,000	\$9,571,000	\$11,726,000
K. Financing Costs (<i>less Capitalized Interest</i>)		\$0		\$2,042,846
Capitalized Interest				\$0
Total TID Expenditure				\$13,768,846

Non-Project costs are public works projects that only partly benefit the TID or are not eligible to be paid with tax increment, or costs not eligible to be paid with Tax Incremental Financing funds. Examples would include:

- A public improvement made within the TID that also benefits property outside the TID. That portion of the total project costs allocable to properties outside of the TID would be a non-project cost.
- A public improvement made outside the TID that only partially benefits property within the TID. That portion of the total project costs allocable to properties outside of the TID would be a non-project cost.
- Projects undertaken within the TID as part of the implementation of this Project Plan, the costs of which are paid fully or in part by impact fees, grants, special assessments, or revenues other than tax increments.

The city anticipates approximately \$9,571,000 of project funding from other governmental agencies, other TIDs, and other grant programs for the completion of the future South Bridge Connector project improvements that would also benefit parcels outside of the TID. Table 1 in Appendix B illustrates these costs.

J. ECONOMIC FEASIBILITY, FINANCING & TIMETABLE

In order to evaluate the economic feasibility of the TID, it is necessary to project the amount of tax increment revenue that can reasonably be generated from the District. The ability of the municipality to finance proposed projects must also be determined. The District is economically feasible if the tax increment revenue projected to be generated over the life of the TID is sufficient to pay all project and financing costs incurred during the TID's expenditure period. The components of such an analysis include:

- The expected increase in property valuation due to inflation and the impact of general economic conditions on the TID.
- The expected increase in property valuation due to new development encouraged by the TID.
- Any change that may take place in the full value tax rate.
- The expected TID revenues.
- The expected TID cash flow (the timing of the revenue).

The economic feasibility must make some projections and assumptions. These assumptions are as follows:

a. Increase in Property Value

For the purposes of projecting assessed values for the remainder of the District's life, the Project Plan used a 1% property appreciation rate per year. This estimate is below the recent local, state, and national averages.

b. Effective Tax Rate

The second variable to consider in projecting TID revenues is the full-value tax rate. The full-value tax rate is adjusted annually based on property valuation and the amount of funds required by all taxing jurisdictions to support their adopted annual budgets. For the purposes of projecting the mill rate for the remainder of the District's life, the Project Plan used the 2020 reported interim tax rate of \$0.16925 as projected by the City. The assumption of a -0.5% change will provide a conservative estimate since the rate drastically dropped by 18% over the past several years and we anticipate it to return to the previous year values over the remaining life of the district.

c. Cash Flow

Another consideration regarding the adequacy of TID revenues toward paying TID project costs is the relative timing of revenue and expenditures or cash flow. There are sufficient TID revenues over the life of the TID to pay for all costs. The Tax Increment Cash Flow Worksheet shown in Appendix B summarizes the assumed cash flow.

K. FINANCING METHODS & TIMETABLE

a. Financing Methods

An important aspect to consider in assessing the economic feasibility of TID No. 11 is the ability of the City to finance desired projects to encourage development. Financial resources available to the City include general obligation notes and bonds, revenue bonds, special assessments, and federal and state community development programs.

General obligations of the City are limited by state law to five percent of the equalized property value. As of December 31, 2022, the City had a total debt capacity of approximately \$165.76 million and approximately \$51,957,867 million in existing debt. There is approximately \$5.735 million in anticipated new project costs within the TID; however, not all anticipated project costs will need to be borrowed. For example, TID administration costs can be paid out of City operating funds and reimbursed from the TID when funds are available. Other expenses can be paid out of TID cash flow as projects are constructed and assessed, and begin paying property taxes. The City can finance some project costs through direct debt or bond instruments, utilizing the general revenue capacity of the City to secure those instruments. There are other mechanisms available to pay for some project costs that would not count against the City's constitutional debt capacity. "Developer-Financed TIF" (PAYGO) is one of these options, where the developer borrows funds that the City would have borrowed under a traditional TIF, and is then reimbursed by the City.

b. Timetable

The maximum life of the TID is 20 years; a three-year extension may be requested. The City of De Pere has a maximum of 15 years to incur TIF expenses for the projects outlined in this Project Plan. The City of De Pere is not mandated to make the improvements defined in this Project Plan; each project will require case-by-case review and approval. The decision to proceed with a particular project will be based on the economic conditions and budgetary constraints at the time a project is scheduled for consideration. The actual implementation of the projects may be accelerated or deferred, depending on conditions existing at the time.

Additionally, current state statutes allow a municipality to collect revenue from a TID that is about to close for one additional year to benefit affordable housing and improve the City's

housing stock. The City of De Pere may opt to take advantage of this provision before termination of TID No. 11.

The timing for each of the planned redevelopment projects is shown in the TID Pro Forma (Attachment No. 4 in Appendix B) and Increment Projections (Attachment No. 7 in Appendix B) worksheets.

c. TID Expenditure Period

The expenditure period for the District ends on September 1, 2030. The City could incur additional project costs until this date. The City is not mandated to make the improvements defined in this Project Plan; each project will require case-by-case review and approval. The decision to proceed with a particular project will be based on the economic conditions and budgetary constraints at the time a project is scheduled for consideration. The actual implementation of the projects may be accelerated or deferred, depending on conditions existing at the time.

d. TID Closure Date

The mandate closure date is September 1, 2035. Therefore, the final collection year for TID No. 11 is 2036. If the City was to close the TID after April 15 of the same calendar, the TID would receive one additional year of increment revenue. It is noted that per Act 256 in 2015, the State approved adding one-year life and allocation extension for new TIDs when the municipality adopts the resolution between September 30 and May 15. This is to account for the difference between annual TID creation deadlines and require closure deadlines.

L. EQUALIZED VALUE TEST

Wisconsin Statutes Section 66.1105(4)(gm)4.c states that the equalized value of the taxable property of the new TID combined with the value increments of all existing districts cannot exceed 12% of the total equalized value of the taxable property within the municipality. Figure 3 below uses values listed in the Wisconsin Department of Revenue's 2023 TIF Value Limitation Report.

Figure 3: TID Valuation Compliance Test			
TID No. 11			
Description	Type	Current	Proposed
Report Year (8/9/2023)		2023	2023
Recent Annual Reported Total Municipal Equalized Value		\$ 3,315,310,100	\$ 3,315,310,100
12% Test		\$ 397,837,212	\$ 397,837,212
Tax Increment District No. 007	Increment	\$ 7,817,300	\$ 7,817,300
Tax Increment District No. 008	Increment	\$ 24,712,100	\$ 24,712,100
Tax Increment District No. 009	Increment	\$ 9,563,300	\$ 9,563,300
Tax Increment District No. 010	Increment	\$ 15,355,200	\$ 15,355,200
Tax Increment District No. 011	Increment	\$ 43,051,400	\$ 43,051,400
Tax Increment District No. 011 Amendment Area	Base+		\$ 26,534,335
Tax Increment District No. 012	Increment	\$ 121,957,700	\$ 121,957,700
Tax Increment District No. 013	Increment	\$ 16,996,500	\$ 16,996,500
Tax Increment District No. 014	Increment	\$ 1,926,800	\$ 1,926,800
Tax Increment District No. 015	Increment	\$ 38,347,200	\$ 38,347,200
Tax Increment District No. 016	Increment	\$ -	\$ -
Tax Increment District No. 017	Increment	\$ 20,632,600	\$ 20,632,600
Total (*A negative increment is treated as zero increment)		\$ 300,360,100	\$ 326,894,435
Percent of City's Equalized Value in Existing TIDs		9.06%	9.86%
Remaining Available TID Value		\$ 97,477,112	\$ 70,942,777
Compliance		OK	OK

M. STATEMENT OF IMPACT TO OVERLYING TAXING JURISDICTIONS

All overlapping taxing jurisdictions will benefit from increased property values, job creation, and redevelopment or development of properties, as well as other economic activities. Therefore, upon closure of the TID, the projected increments should be dispersed between all of the overlying taxing jurisdictions. Figure 4 provides a summary of the impact on the overlying taxing jurisdictions throughout the life of the District.

Figure 4: Analysis of Impact on Overlying Jurisdictions

TID No. 11

Taxing Jurisdiction	2022 Tax Increment Worksheet Interim Rate	% of Mill Rate by Jurisdiction	Annual Taxes Collected on Base Value Distributed to Taxing Jurisdictions	Annual Taxes Collected After TID	Increase in Annual Tax Collections After TID	City Levy Increase (50%) Annual Tax Collections After TID
County	\$0.002740720	19.01%	\$35,668	\$239,206	\$203,538	
Local	\$0.004478348	31.07%	\$58,281	\$58,281	\$0	\$166,291
School District	\$0.006656861	46.18%	\$86,632	\$581,000	\$494,368	
Tech. College	\$0.000539320	3.74%	\$7,019	\$47,071	\$40,052	
Total	\$0.014415249	100.0%	\$187,600	\$925,558	\$737,958	\$166,291

N. STATEMENT OF PROPOSED CHANGES TO MUNICIPAL MAPS, PLANS, AND ORDINANCES

For areas located in the city, this Project Plan does not propose changes to the Comprehensive Plan, City maps, City ordinances or Building Codes as part of this Project Plan. The Project Plan presented here is in compliance with the City's adopted Comprehensive Plan. Modifications to the City's Zoning Code and other City ordinances may be necessary for the future if deemed appropriate for redevelopment. Zoning is shown in Appendix A. Development proposals will have to go through the appropriate procedure to receive the proper zoning for a proposed project.

O. RELOCATION

No persons are expected to be displaced or relocated as a result of proposed projects in TID No. 11; however, if relocation were to become necessary in the future, the City will do so in full accordance with all applicable state statutes and rules. The following is the method proposed by the city for displacement or relocation. Before negotiations begin for the acquisition of property or easements, all property owners will be contacted to determine if there will be displaced persons as defined by Wisconsin Statutes and Administrative Rules. If it appears there will be displaced persons, all property owners and prospective displaced persons will be provided an informational pamphlet prepared by the State of Wisconsin. If any person is displaced as a result of the acquisition, they will be given a pamphlet on "Relocation Benefits" as prepared by the DOA. The City will file a relocation Project Plan with the DOA and shall keep records as required by Wisconsin Statutes section 32.27. The City will provide each owner a full narrative appraisal, a map showing the owners of all property affected by the proposed project, and a list of neighboring landowners to whom offers are being made as required by law.

P. CITY ATTORNEY OPINION

The City Attorney for the City of De Pere, Wisconsin has reviewed the Project Plan for Tax Incremental Finance District Number 11 Boundary Amendment No. 2 and Project Plan Amendment No. 1, City of De Pere, Wisconsin, dated _____, and has found that it is complete and complies with Section 66.1105, Wisconsin Statutes. The City Attorney letter is included as Appendix B.

Q. LEGAL DESCRIPTION (AMENDED)

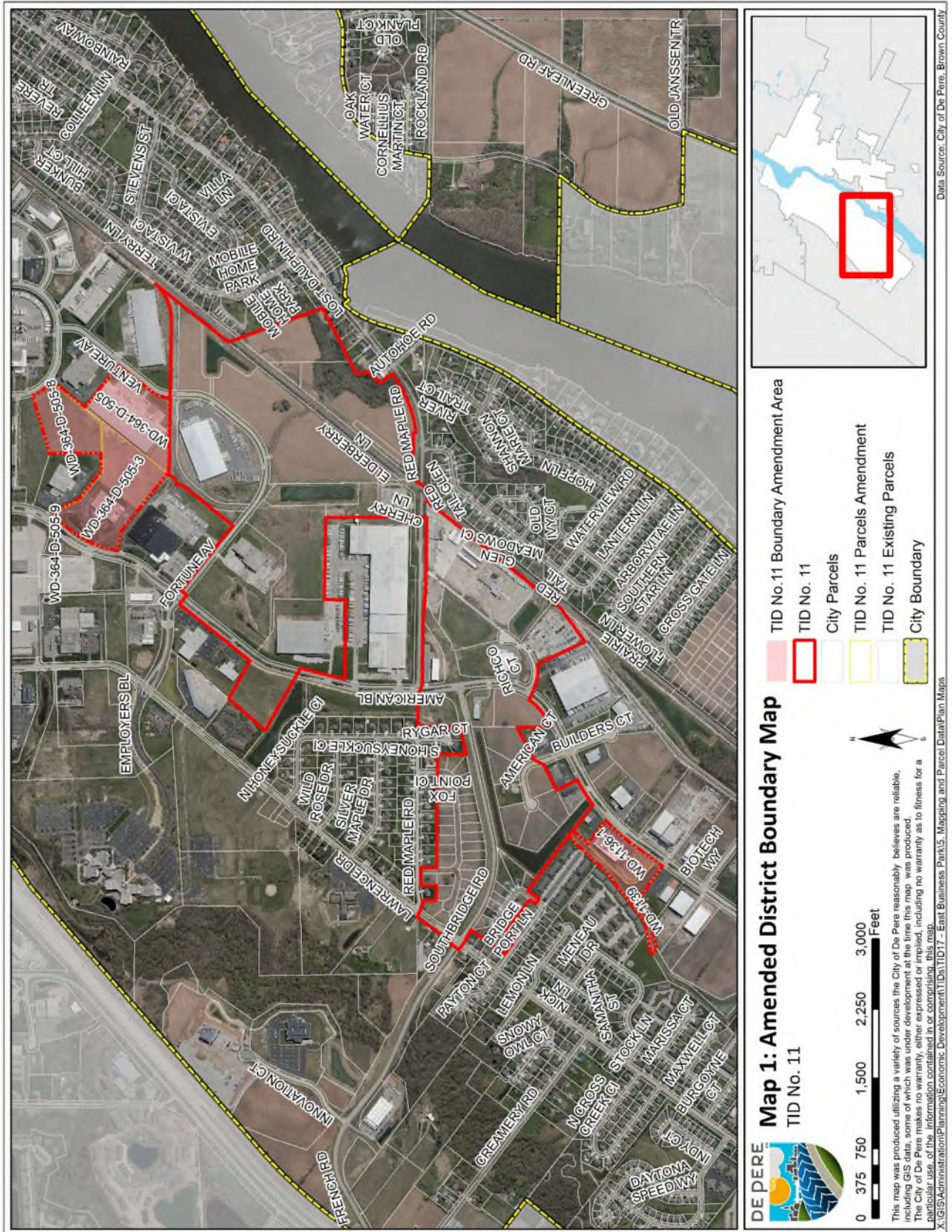
The description of the proposed boundaries of the Tax Incremental District being considered is located in the City of De Pere, Brown County, Wisconsin, generally, more particularly described as follows: Part of Lot 2, Volume 58 of Certified Survey Maps, Page 266, Map Number 8344; all of Lot 2, Volume 41 of Certified Survey Maps, Page 100, Map Number 6194; all of Lots 1 and 2, Volume 58 of Certified Survey Maps, Page 29, Map Number 8276; all of Lot 1 and Outlot 1, Volume 52 of Certified Survey Maps, Page 114, Map Number 7598; part of Lot 1, Volume 50 of Certified Survey Maps, Page 241, Map Number 7396; all of Lot 1, Volume 47 of Certified Survey Maps, Page 64, Map Number 6967; all of Lot 1 and Outlot 1 of Volume 40 of Certified Survey Maps, Page 322, Map Number 6146; part of Lots 1 and 2 of Volume 31 of Certified Survey Maps, Page 77, Map Number 4822; part of Lot 1, Volume 26 of Certified Survey Maps, Page 26, Map Number 4189; all of Lot 1, Volume 23 of Certified Survey Maps, Page 196, Map Number 3987; part of Lots 3 and 5, all of Lots 4 and 6, De Pere Business Park South Addition; all of Lots 17, 18, 19, 20, 21, 22 and 23, Southbridge Business Park Second Addition; all of Lot 14, Southbridge Business Park First Addition; part of Outlot 1, Southbridge Business Park; part of Lot 110, Williams Grant; part of Lots 3 and 4, part of the Northwest $\frac{1}{4}$ of the Northwest $\frac{1}{4}$, part of the Northeast $\frac{1}{4}$ of the Northwest $\frac{1}{4}$, Section 5; part of Government Lot 1 and Lot 2, Section 6; being a part of Township 22 North, Range 20 East; part of the Northeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 31, part of the Southeast $\frac{1}{4}$ of the Southwest $\frac{1}{4}$, part of the Southwest $\frac{1}{4}$ of the Southwest $\frac{1}{4}$, part of the Northwest $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ and part of the Northeast $\frac{1}{4}$ of the Southwest $\frac{1}{4}$, part of the Southwest $\frac{1}{4}$ of the Northeast $\frac{1}{4}$, part of the Southeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$, part of the Northwest $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ part of the Southwest $\frac{1}{4}$ of the Southeast $\frac{1}{4}$, part of Lot 1, Section 32, being a part of Township 23 North, Range 20 East, all being in the City of De Pere, Brown County, Wisconsin described as follows:

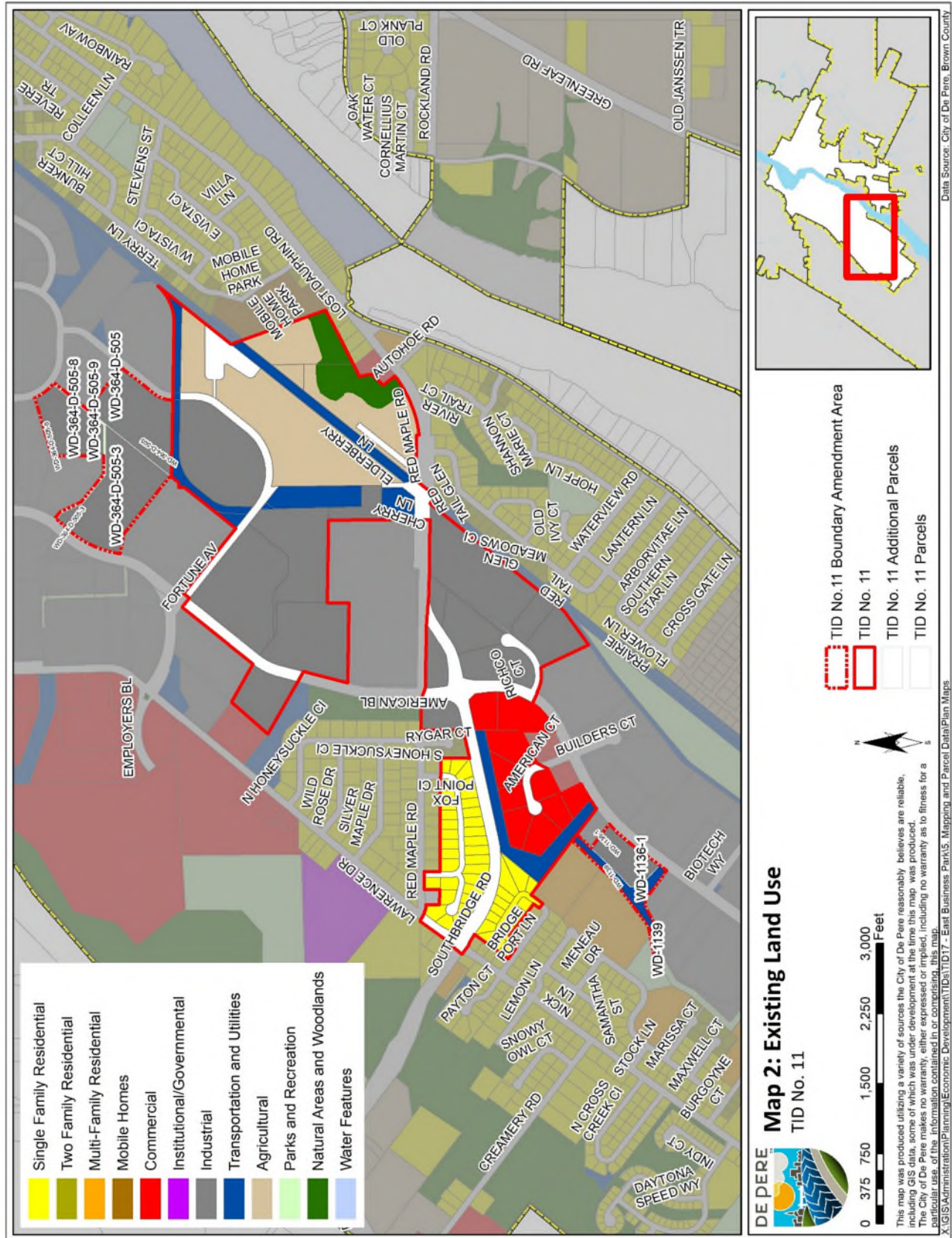
Beginning at the northwest corner of said Section 5; thence S89° 03' 19"E, 330.06 feet on the north line of Lot 1, Volume 47 of Certified Survey Maps, Page 64, Map Number 6967 to the west right of way of American Boulevard; thence S70° 38' 54"E, 126.79 feet to the intersection of the east right of way of American Boulevard and the south right of way of Red Maple Road; thence S89° 03' 19"E, 688.55 feet on said south right of way to the northerly right of way of Southbridge Road; thence S85° 54' 57"E, 365.19 feet crossing Southbridge Road to a point on the south right of way of Southbridge Road; thence S89° 03' 19"E, 752.37 feet on said south right of way; thence N00° 32' 09"W, 170.05 feet to the north right of way of Southbridge Road, being the southeast corner of Lot 2, Volume 39 of Certified Survey Maps, Page 340, Map Number 6018; thence N00° 32' 09"W, 916.56 feet on the east line of said Lot 2 to the northeast corner of land described in Document Number 2580618; thence N88° 57' 26"W, 882.54 feet on the north line of said Document Number 2580618 to the east line of said Lot 2, Volume 41 of Certified Survey Maps, Page 100, Map Number 6194; thence S01° 02' 34"W, 234.51 feet on said east line to the southeast corner of said Lot 2; thence N88° 57' 26"W, 856.00 feet on the south line of said lot 2 to the east right of way of American Boulevard; thence N14° 28' 30"E, 488.73 feet on said east right of way; thence N60° 20' 43"W, 124.34 feet to the southeast corner of Lot 6, De Pere Business Park South Addition; thence N60° 20' 43"W, 649.58 feet to the southwest corner of said Lot 6; thence N41° 24' 00"E, 522.57 feet on the westerly line of Lot 6 and Lot 5, De Pere Business Park South Addition to the northerly line of lands described in Document Number 1756176; thence S60° 20' 43"E, 467.82 feet on said northerly line to the westerly right of way of American Boulevard; thence continuing on said westerly right of way 5.68 feet on the arc of a 723.41 foot radius to the right, having a long chord that bears N38° 43' 05"E, 5.68 feet; thence N38° 40' 16"E, 956.15 feet on said westerly right of way; thence S51° 19' 44"E, 120.00 feet to the easterly right of way of American Boulevard; thence continuing on said easterly right of way 18.55 feet on the arc of a 12.00 foot radius curve to the right, having a long chord that bears N83° 40' 16"E, 16.97 feet to the southerly right of way of Fortune Avenue; thence N39° 22' 01"E, 80.00 feet to the northerly right of way of Fortune Avenue; thence S51° 19' 33"E, 888.00 feet on said northerly right of way to the easterly line of Lot 1, Volume 20 of Certified Survey Maps, Page 173,

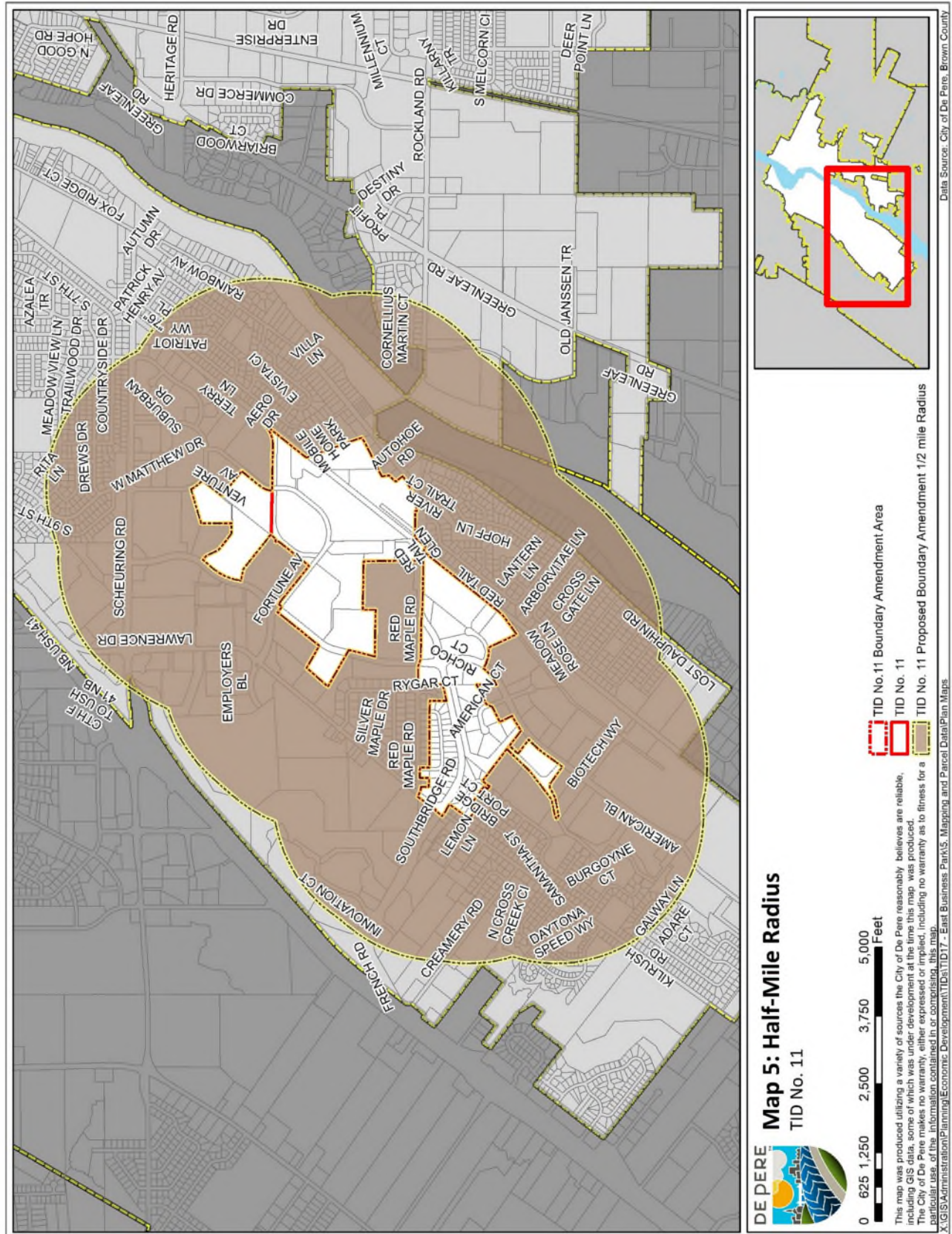
Map Number 3602; thence N38° 35' 43"E, 705.93 feet on said easterly line; thence N00° 32' 25"W, 60.75 feet on said easterly line to the Center ¼ corner of said Section 32; thence S88° 59' 30"E, 48.50 feet on said easterly line; thence N38° 35' 43"E, 101.05 feet to the southwest corner of Lot 1, Volume 37 of Certified Survey Maps, Page 163, Map Number 5651; thence S88° 59' 30"E, 1644.28 feet on the south line of said Lot 1 and the south line of Lot 1, Volume 36 of Certified Survey Maps, Page 217, Map Number 5535; thence continuing on said south line 472.48 feet on the arc of a 531.01 foot radius curve to the left, having a long chord that bears N65°31'04"E, 457.04 feet to the northerly line of said Lot 1; thence S51°20'52"E, 0.16 feet on said northerly line to the westerly right of way of the Wisconsin Central Ltd. Railroad; thence S38°39'08"W, 349.15 feet on said westerly right of way to the south line of the Southeast ¼ of the Northeast ¼ of said Section 32; thence S38° 39' 08"W, 674.39 feet on said westerly right of way to the intersection with the westerly line of Volume 3 of Certified Survey Maps, Page 339, Map Number 854 extended northerly; thence S19° 52' 42"E, 1078.85 feet on said westerly line to the easterly extension of the northerly line of Volume 26 of Certified Survey Maps, Page 156, Map Number 4235; thence S62° 02' 12"W, 232.89 feet on said northerly line to the northeast corner of said Certified Survey Map; thence S62°02'12"W, 101.32 feet on said northerly line; thence S63°28'56"W, 464.78 feet on said northerly line to the westerly line of said Certified Survey Map; thence S09° 18' 42"E, 131.00 feet on said westerly line extended to the northerly line of lands described in Jacket 18028 Image 54; thence S41° 41' 18"W, 173.20 feet to the northwest corner of said lands; thence S39° 18' 42"E, 157.59 feet on the westerly line of said lands to the northerly right of way of Red Maple Road; thence 694.28 feet along said northerly right of way on the arc of a 1288.14 foot radius curve to the right, having a long chord that bears S67°38'47"W, 685.91 feet; thence N00° 53' 25"E, 27.49 feet on said northerly right of way; thence N88° 53' 39"W, 483.68 feet on said northerly right of way to the easterly right of way of the Wisconsin Central Ltd. railroad; thence S38° 39' 08"W, 252.76 feet on said easterly right of way to the southerly right of way of Red Maple Road; thence N66° 31' 00"W, 103.56 feet to the northeast corner of Lot 1, Volume 58 of Certified Survey Maps, Page 29, Map Number 8276; thence S38° 38' 40"W, 1840.72 feet on the westerly right of way of the Wisconsin Central Ltd. railroad to the northerly line of Outlot 1, Volume 53 of Certified Survey Maps, Page 275, Map Number 7774; thence S54° 13' 00"W, 446.57 feet on said northerly line to the westerly line of Lot 1, Volume 50 of Certified Survey Maps, Page 241, Map Number 7396; thence N25° 30' 05"W, 570.11 feet on said westerly line to the southerly right of way of Richco Road; thence continuing on said southerly right of way 265.12 feet on the arc of a 375.00 foot radius curve to the right, having a long chord that bears N82°03'51"W, 259.63 feet; thence continuing on said southerly right of way 17.61 feet on the arc of a 12.00 foot radius curve to the left, having a long chord that bears S76°09'21"W, 16.07 feet; thence N55° 53' 49"W, 120.00 feet to the westerly right of way of American Boulevard; thence continuing on said westerly right of way 346.74 feet on the arc of a 679.30 foot radius curve to the right, having a long chord that bears S48°43'34"W, 342.99 feet; thence S63° 20' 58"W, 52.97 feet on said westerly right of way to the east line of Southbridge Business Park First Addition; thence N00° 27' 44"E, 365.13 feet on said east line to the southeast corner of Lot 17, Southbridge Business Park Second Addition; thence S63° 20' 58"W, 391.71 feet to the southwest corner of said Lot 17; thence S26° 34' 09"W, 125.24 feet to the southeast corner of Lot 23, Southbridge Business Park Second Addition; thence S63° 20' 58"W, 307.25 feet on the south line of said Southbridge Business Park Second Addition to the west line of Document Number 2132758; thence S26° 39' 02"E, 250.16 feet on said west line to the northerly right of way of American Boulevard; thence continuing on said northerly right of way 315.84 feet on the arc of a 1970.00 foot radius curve to the left, having a long chord that bears S58°10'42"W, 315.50 feet to the southerly line of Outlot 1, Southbridge Business Park; thence N52° 31' 15"W, 154.37 feet on said southerly line; thence N51° 56' 37"W, 193.44 feet on said southerly line; thence N50° 54' 34"W, 80.31 feet to the northeast corner of Lot 9, Southbridge Estates; thence N52° 59' 36"W, 731.31 feet to the northwest corner of said Lot 9; thence S37° 11' 10"W, 157.17 feet on the westerly line of said Lot 9 to Bridge Port Court; thence

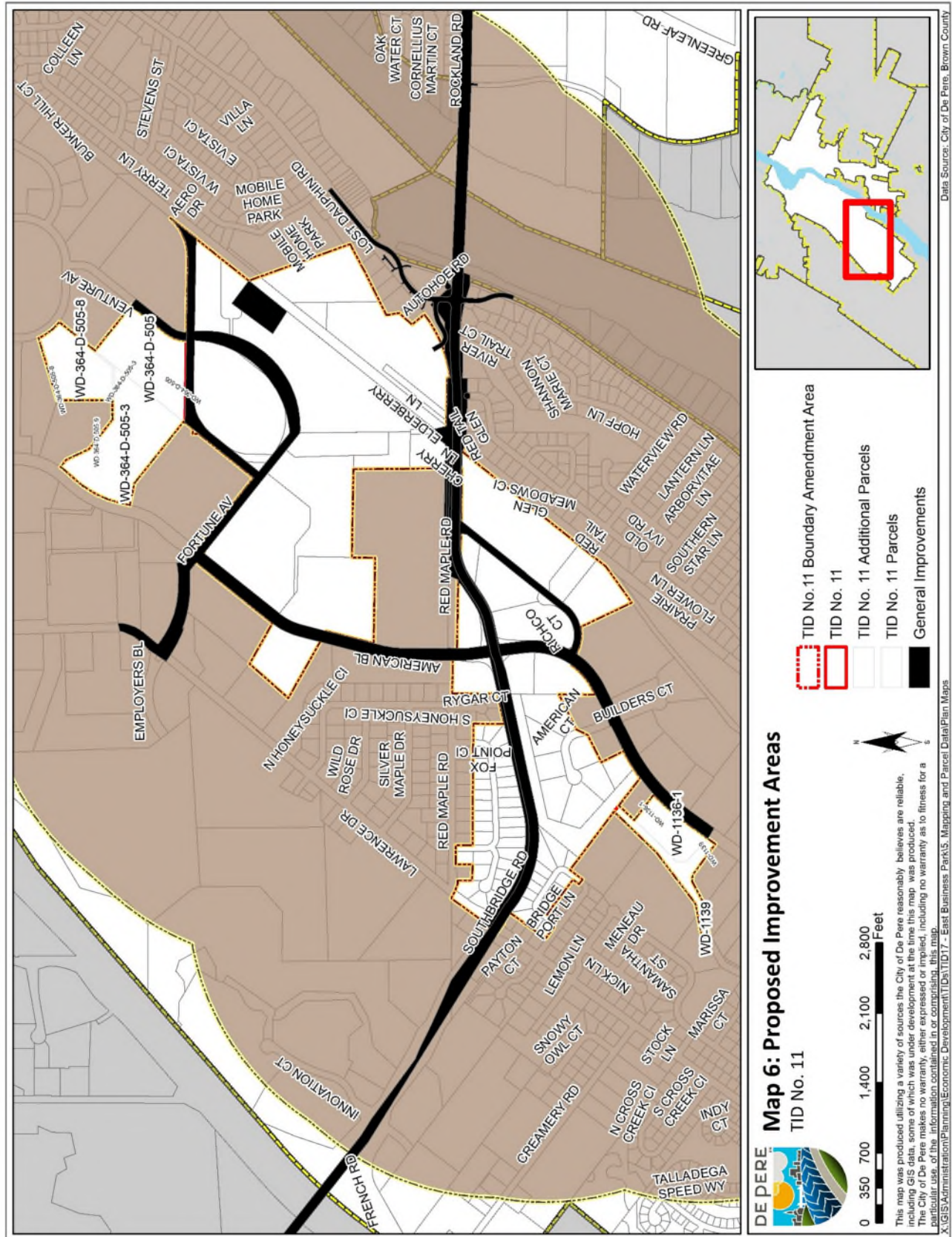
N52° 59' 36"W, 60.00 feet on the northerly line of said Bridge Port Court to the easterly line of Lot 8, Southbridge Estates; thence N37° 11' 10"E, 75.00 feet on the easterly line to the northeast corner of said Lot 8; thence N52° 48' 50"W, 431.46 feet to the northwest corner of Lot 5, Southbridge Estates; thence southerly 15.64 feet on the west line of said Lot 5 on the arc of a 65.00 foot radius curve to the left, having a long chord that bears S42°32'53"W, 15.60 feet; thence S35° 39' 21"W, 95.58 feet on said westerly line to Whistler Court; thence N54° 20' 39"W, 60.00 feet on the northerly right of way of said Whistler Court; thence S35° 39' 21"W, 10.00 feet on the westerly right of way of Whistler Court; thence continuing on said westerly right of way 19.17 feet on the arc of a 12.00 foot radius curve to the right, having a long chord that bears S81° 25' 15.5"W, 17.20 feet to the northerly right of way of Bridge Port Lane; thence N52° 48'50"W, 49.86 feet on said northerly right of way; thence N54° 20'39"W, 82.34 feet on said northerly right of way to the southeast corner of Lot 4, Southbridge Estates; thence N35° 39' 21"E, 445.68 feet to the northeast corner of Lot 1, Southbridge Estates; thence N57° 57' 39"W, 104.27 feet on the southerly right of way of Southbridge Road; thence continuing on said southerly right of way 41.22 feet on the arc of a 34.00 foot radius curve to the left, having a long chord that bears S87° 21'12"W, 38.75 feet; thence N46° 27' 58"W, 116.41 feet to the intersection of the southerly right of way of Southbridge Road and the westerly right of way of Lawrence Drive; thence N39° 07' 10"E, 150.27 feet to the intersection of the northerly right of way of Southbridge Road and the westerly right of way of Lawrence Drive; thence N80° 37' 37"E, 21.21 feet on said westerly right of way of Lawrence Drive; thence N35° 38' 16"E, 401.88 feet on said westerly right of way; thence S67° 21' 44"E, 117.19 feet to the southerly right of way of Red Maple Road; thence continuing on said southerly right of way 77.21 feet on the arc of a 140.00 foot radius curve to the left, having a long chord that bears S78° 07' 10"E, 76.24 feet to the west line of Lot 1, Volume 58 of Certified Survey Maps, Page 266, Map Number 8344; thence S00° 09' 52"W, 141.80 feet on said west line; thence S87° 00' 00"E, 160.20 feet on the south line of said Lot 1; thence N00° 09' 52"E, 170.00 feet on the east line of said Lot 1 to the south right of way of Red Maple Road; thence S89° 50' 08"E, 192.00 feet on said south right of way to the west line of Lot 64, Honeysuckle Acres 3rd Addition; thence S00° 09' 52"W, 170.00 feet on said west line to the south line of said Honeysuckle Acres 3rd Addition; thence S89° 50' 08"E, 989.00 feet on said south line to Fox Point Circle; thence S85°45' 07"E, 70.18 feet on said south line to the southwest corner of Lot 1, Volume 59 of Certified Survey Maps, Page 285, Map Number 8459; thence S89° 50' 08"E, 159.09 feet to the southeast corner of said Lot 1; thence S00° 27' 44"W, 307.05 feet to the southwest corner of Lot 3, RyGar Heights; thence N77° 38' 48"E, 307.66 feet to the southeast corner of Lot 4, RyGar Heights; thence N00° 28' 00"E, 455.38 feet on the east line of RyGar Heights to the POINT OF BEGINNING. Said description contains 293.32 acres of land more or less excluding wetlands.

APPENDIX A:MAPS









Data Source: City of De Pere, Brown County

X:\GIS\Administration\Planning\Economic Development\TID11\TID11 - East Business Park\GIS Mapping and Parcel Data\Plan Maps

Appendix B Financial Attachments and Parcels

TID No. 11 Parcel Addition Information List																		
TID No. 11 Boundary Amendment No. 2 and Project Plan Amendment No. 1																		
City of De Pere																		
Map ID	Basic Parcel Information			Supplemental Parcel Information (Place "X" in Column)								Current Assessment Information				Equalized DOR Full Value Assessment Information		
	Parcel Number	Owner	Lot GIS Acres	Rehab/Conservation Status	Vacant (by assessment der)	Other tax Exempt	Municipal Owned	Retail	Commercial/Mix	Zone/Industrial	Residential (Current)	Residential (New)	Manufacturing (DOR list)	Land Value	Improvement Value	Personal Property Value	Total Value	
1	WD-364-D-505-8	DEPERE CITY OF	8.595		X		X			X				\$ -	\$ -	\$ -	\$ -	
2	WD-364-D-505-9	DEPERE CITY OF	0.904		X		X							\$ -	\$ -	\$ -	\$ -	
3	WD-364-D-505-3	DK AMERICAN BLVD LLC	16.434							X			X	\$ 746,300	\$ 2,568,400	\$ -	\$ 3,314,700	
4	WD-364-D-505	GLORY ROAD#1 LLC ETAL	12.560							X				\$ 477,300	\$ 9,820,800	\$ -	\$ 10,298,100	
5	WD-1139	DEPERE CITY OF (merged)	4.283				X							\$ -	\$ -	\$ -	\$ -	
6	WD-1136-1	WASHWORLD OF DE PERE LLC	5.257							X				\$ 154,500	\$ 2,883,100	\$ -	\$ 3,037,600	
Total Real Property			48.033	0.00	9.50	0.00	13.78	0.00	0.00	42.85	0.00	0.00	16.43	\$ 1,378,100	\$ 15,723,300	\$ -	\$ 16,650,400	
Total ROW and Waterways			0	0%	20%	0%	2.9%	0%	0%	89%	0%	0%	34%	\$ 1,405,661	\$ 15,876,488	\$ -	\$ 17,232,149	
Total TID Boundary			48.033															
													Total Assessed Value		Total DOR Equalized Value			
													\$ 16,650,400		\$ 17,232,149			

Table 1: Planned Project Costs**TID No. 11 Boundary Amendment No. 2 and Project Plan Amendment No. 1****Created/Revised:****8/16/2023**

Type of Expenditure	Creation Amount	Amendment Amount	% Paid By		TID Costs Allocated to Project
			TID Project	Other	
A. Infrastructure					
Southbridge Lawrence-American	\$305,000	\$0	100%	0%	\$305,000
Southbridge American - Rail	\$950,000	-\$650,000	100%	0%	\$300,000
1/2 Mile Road Repair	\$1,000,000	\$0	100%	0%	\$1,000,000
South Bridge Connection (including within 1/2 mile) (segments 2&3)	\$0	\$13,200,000	100%	27.5%	\$3,629,000
	\$0	\$0	100%	0%	\$0
	\$0	\$0	100%	0%	\$0
Total Capital Costs	\$2,255,000	\$12,550,000			\$5,234,000
B. Capital Improvement Cost					
Reserved	\$0	\$0	100%	0%	\$0
Reserved	\$0	\$0	100%	0%	\$0
Reserved	\$0	\$0	100%	0%	\$0
Total TID Infrastructure	\$0	\$0			\$0
C. Site Development Costs					
Stream Relocation - WD-D0077	\$0	\$500,000	100%	0%	\$500,000
Reserved	\$0	\$0	100%	0%	\$0
Reserved	\$0	\$0	100%	0%	\$0
Total TID Site Development Costs	\$0	\$500,000			\$500,000
D. Land Acquisition & Assembly					
Potential Land Purchase	\$0	\$825,000	100%	0%	\$825,000
Reserved	\$0	\$0	100%	0%	\$0
Reserved	\$0	\$0	100%	0%	\$0
Total TID Land Acquisition & Assembly	\$0	\$825,000			\$825,000
E. Development Incentives					
Developer Cash Grant and PAYGO	\$4,478,000	\$0	100%	0%	\$4,478,000
Reserved	\$0	\$0	100%	0%	\$0
Reserved	\$0	\$0	100%	0%	\$0
Total TID Development Incentives	\$4,478,000	\$0			\$4,478,000
F. Professional Services					
Consulting	\$25,000	\$175,000	100%	0%	\$200,000
Reserved	\$0	\$0	100%	0%	\$0
Reserved	\$0	\$0	100%	0%	\$0
Total TID Professional Services	\$25,000	\$175,000			\$200,000
G. Discretionary Payments					
Marketing or Studies	\$0	\$25,000	100%	0%	\$25,000
Reserved	\$0	\$0	100%	0%	\$0
Reserved	\$0	\$0	100%	0%	\$0
Total TID Discretionary Payments	\$0	\$25,000			\$25,000
H. Administration Costs					
City Staff	\$85,000	\$375,000	100%	0%	\$460,000
DOR Fees	\$0	\$0	100%	0%	\$0
Audits	\$0	\$0	100%	0%	\$0
Total TID Administration Costs	\$85,000	\$375,000			\$460,000
I. Organizational Costs					
Department of Revenue Submittal Fee	\$3,000	\$1,000	100%	0%	\$4,000
Professional Fees	\$0	\$0	100%	0%	\$0
City Staff & Publishing	\$0	\$0	100%	0%	\$0
Total TID Organization Costs	\$3,000	\$1,000			\$4,000
J. Inflation					
	\$0	\$200,000			\$200,000
Org Total TID Project Costs \$6,846,000					
Amended Total TID Project Costs (less financing and inflation) \$4,880,000					
K. Financing Costs					
Total Interest, Fin. Fees, Less Cap. Interest (org)	\$1,187,083				\$1,187,083
Total Interest, Fin. Fees, Less Cap. Interest (South Bridge- Amd)	\$698,598				\$698,598
Total Interest, Fin. Fees, Less Cap. Interest (Other)	\$157,165				\$157,165
Plus Capitalized Interest	\$0	\$0			\$0
Total Financing Costs		\$0			\$2,042,846
TOTAL ORG TID EXPENDITURE					\$8,033,083
TOTAL AMENDED TID EXPENDITURE					\$5,735,763

TID No. 11 Tax Increment ProForma												
City of De Pere												
TID No. 11 Boundary Amendment No. 2 and Project Plan Amendment No. 1												
8/16/2023												
Assumptions												
TID Creation Date	9/1/15	Equalized Base Value		\$ 13,014,000		Projected for 2023 Tax Bills		Previous Base Value		\$6,079,500		
Valuation Date	1/1/15	Projected Tax Rate		0.01692								
Last Expenditure Year	2030	Annual Change in Tax Rate		-0.50%								
Termination Year	2035	Property Appreciation Rate		1.00%								
TID Category	Mixed-Use	Construction Inflation Rate		0.00%								
Construction Year	Valuation Year	TID Revenue Year	Previous Valuation	Inflation Increment	TIF Increment	Construction	Land	Total Valuation	Cumulative Increment	TIF Tax Rate*	TIF Revenue	TID Revenue Year
2015	2016	2017								As Reported	\$0	2017
2016	2017	2018								As Reported	\$11,831	2018
2017	2018	2019								As Reported	\$40,691	2019
2018	2019	2020								As Reported	\$137,742	2020
2019	2020	2021								As Reported	\$159,373	2021
2020	2021	2022	0				0	17,189,000	11,109,500	As Reported	\$219,256	2022
2021	2022	2023	17,189,000			14,646,300	0	31,835,300	18,821,300	0.016925	\$318,542	2023
2022	2023	2024	31,835,300			24,230,100	0	56,065,400	43,051,400	0.016064	\$691,575	2024
2023	2024	2025	56,065,400	560,654		(9,094,100)	0	47,531,954	34,517,954	0.015629	\$539,479	2025
2024	2025	2026	47,531,954	475,320		6,800,000	0	54,807,274	41,793,274	0.015349	\$641,494	2026
2025	2026	2027	54,807,274	548,073		8,000,000	0	63,355,346	50,341,346	0.015080	\$759,170	2027
2026	2027	2028	63,355,346	633,553		8,000,000	0	71,988,900	58,974,900	0.015005	\$884,921	2028
2027	2028	2029	71,988,900	719,889		500,000	0	73,208,789	60,194,789	0.014930	\$898,710	2029
2028	2029	2030	73,208,789	732,088		500,000	0	74,440,877	61,426,877	0.014855	\$912,519	2030
2029	2030	2031	74,440,877	744,409		500,000	0	75,685,285	62,671,285	0.014781	\$926,351	2031
2030	2031	2032	75,685,285	756,853		500,000	0	76,942,138	63,928,138	0.014707	\$940,204	2032
2031	2032	2033	76,942,138	769,421		7,000,000	0	84,711,560	71,697,560	0.014634	\$1,049,198	2033
2032	2033	2034	84,711,560	847,116		0	0	85,558,675	72,544,675	0.014560	\$1,056,286	2034
2033	2034	2035	85,558,675	855,587		0	0	86,414,262	73,400,262	0.014488	\$1,063,400	2035
2034	2035	2036	86,414,262	864,143		0	0	87,278,405	74,264,405	0.014415	\$1,070,540	2036
Total				\$8,507,105	\$61,582,300	\$0		\$987,013,164			\$12,131,017	

Notes: Negative increments treated as zero TID revenue

	Reported Value
	Includes \$9,594,100 of prior year corrections - will be reduced in 2024
	Estimates mill rates
	Prior year correction
	Wolter \$4,800,000 & Washworld \$2,000,000 (2023 Amendments)
	Fortune Ave Project (\$10,000,000 split 2024 & 2025) Robinson Metal Expansion (4,000,000 split 2024-2025) Washworld \$2,000,000
	WD-D0075-2 Multifamily
	American Court and other Small Projects (Reduced to 500,000 from 700,000)

Table 3: TID No. 11 Tax Increment Cash Flow																														
City of De Pere																														
TID No. 11 Boundary Amendment No. 2 and Project Plan Amendment No. 1																														
8/16/2023																														
Year	Beginning Balance	Revenues										General Fund Advance	Existing Debt	South Bridge Segment 2B-ridge	South Bridge Segment 2 Acquisition	South Bridge Segment 2 Construction	South Bridge Segment 3 Design	South Bridge Segment 3 Acquisition	Future Development Incentive Debt (Warrantage)	Future Development Incentive Debt (Warrantage)	Future Development Incentive Debt (Warrantage)	Stream Relocation WD-0077	Professional Services	Debt Interest/Debt Service	Existing Development Grants	Land Purchase, Street Construction	Professional Services, General Admin	Annual Surplus (Deficit)	Balance After Surplus to Principal	
		Capital Interest & Debt Reserve	Tax Increment Revenue	Bond Premium and Proceeds	Property Sales	Other Income (Grants, etc.)																								
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
2016	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
2017	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
2018	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
2019	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
2020	69,065	0	137,742	1,213,775	57,500	60	0	130,837	0	0	0	0	0	0	0	0	0	0	0	0	0	0	122,355	18,441	30,060	827	49,368	1,057,177	1,126,242	69,065
2021	1,126,242	0	159,373	0	0	22,525	0	262,735	0	0	0	0	0	0	0	0	0	0	0	0	0	6,169	0	78,536	0	36,506	(204,068)	921,173	1,126,242	69,065
2022	932,173	0	219,256	182,283	0	60	0	259,075	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2023	1,011,950	0	318,542	0	0	20,239	0	275,467	0	0	0	0	0	0	0	0	0	0	0	0	0	5,000	0	0	0	10,000	8,314	1,020,264	1,011,950	932,173
2024	1,020,264	0	691,575	0	0	20,405	0	264,648	2,200	0	0	8,000	0	0	0	0	0	0	0	0	0	5,000	25,000	0	10,000	40,000	336,733	1,356,997	1,020,264	1,011,950
2025	1,356,997	0	539,479	0	0	27,140	0	273,100	7,397	0	0	26,899	0	0	0	0	0	0	0	0	0	5,000	0	0	0	10,000	40,000	125,873	1,482,870	1,356,997
2026	1,482,870	0	641,494	0	0	29,657	0	270,988	7,397	16,400	0	26,899	19,800	34,425	35,000	34,425	0	0	0	0	0	5,000	0	0	0	10,000	40,000	82,588	1,565,459	1,482,870
2027	1,565,459	0	759,170	0	0	31,309	0	268,653	7,397	55,142	0	26,899	66,574	59,797	35,000	34,425	0	0	0	0	0	5,000	0	0	0	10,000	40,000	118,715	1,684,153	1,565,459
2028	1,684,153	0	884,921	0	0	33,683	0	267,495	7,397	55,142	102,000	26,899	66,574	59,797	35,000	105,244	0	0	0	0	0	5,000	0	0	0	825,000	40,000	(739,822)	944,332	1,684,153
2029	944,332	0	886,710	0	0	18,887	0	267,208	7,397	55,142	378,746	26,899	66,574	59,797	35,000	105,244	0	0	0	0	0	5,000	0	0	0	10,000	40,000	(202,288)	742,043	944,332
2030	742,043	0	912,519	0	0	14,841	0	171,748	7,397	55,142	378,746	26,899	66,574	59,797	25,000	105,244	291,120	10,000	0	0	0	5,000	0	0	0	10,000	40,000	(87,063)	654,979	742,043
2031	654,979	0	936,351	0	0	13,100	0	49,038	21,349	55,142	378,746	26,899	66,574	59,797	0	105,244	0	0	0	0	0	5,000	0	0	0	10,000	40,000	(25,192)	429,787	654,979
2032	429,787	0	940,204	0	0	8,596	0	47,425	0	55,142	378,746	26,899	66,574	59,797	0	105,244	0	0	0	0	0	5,000	0	0	0	5,000	40,000	16,349	446,136	429,787
2033	446,136	0	1,049,198	0	0	8,223	0	25,813	0	159,145	378,746	26,899	66,574	59,797	0	105,244	0	0	0	0	0	5,000	0	0	0	5,000	40,000	679,517	1,028,373	446,136
2034	348,856	0	1,056,286	0	0	6,977	0	0	0	0	378,746	26,899	66,574	59,797	0	105,244	0	0	0	0	0	5,000	0	0	0	5,000	40,000	336,043	1,364,416	348,856
2035	1,028,373	0	1,063,400	0	0	20,567	0	0	0	0	378,746	26,899	66,574	59,797	0	105,244	0	0	0	0	0	5,000	0	0	0	5,000	40,000	336,043	1,364,416	1,028,373
2036	1,364,416	0	1,070,540	0	0	27,288	0	0	0	0	378,746	26,899	66,574	59,797	0	105,244	0	0	0	0	0	5,000	0	0	0	5,000	40,000	1,092,828	2,457,244	1,364,416
Remaining Totals	0	12,131,017	182,182	0	0	304,196	0	2,703,409	67,932	506,398	3,117,401	247,023	611,383	656,048	200,000	989,630	646,312	192,041	25,000	78,536	907,975	459,661	1,092,828	2,457,244	459,661	1,092,828	2,457,244	1,092,828	2,457,244	1,092,828
***** includes potential advanced payments with available increment at call dates																														
Other Outside Services, General Admin, Street Eng General Admin																														
Rail Maintenance																														
Land Purchase																														
Stream Location																														
Future Southern Bridge Improvements																														
WD-1041 Project Incentive Debt																														
WD-0077 Projects Incentive Debt																														
2.00% Interest Income																														



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: August 28, 2023

DEPARTMENT: Planning

FROM: Daniel Lindstrom

SUBJECT: C. Resolution PC23-01, Recommending Adoption of the Proposed Boundary Amendment No. 2 and Project Plan Amendment No. 1 for Tax Incremental Financing District No. 11.

ATTACHMENTS:

- TID No. 11 - ResoPC23-01 (DOCX)

PLAN COMMISSION
RESOLUTION PC 23-01

RECOMMENDING ADOPTION OF THE PROPOSED PLAN AMENDMENT AND TO
MODIFY THE BOUNDARY FOR TAX INCREMENTAL FINANCING DISTRICT No.11
(BOUNDARY AMENDMENT NO. 2)

WHEREAS, the proposed project plan amendment to modify the boundary for Tax Incremental Financing District No. 11 (TID #11) was filed with the City Clerk on August 15, 2023 and made available for inspection on weekdays between the hours of 7:30 a.m. and 5:00 p.m., and to any person requesting a copy thereof; and

WHEREAS, a public hearing scheduled pursuant to Wis. Stats. §66.1105(4)(e), which was held on August 28, 2023 affording interested parties a reasonable opportunity to express their views on the proposed boundary amendment as provided at Wis. Stats. §66.1105(4)(a) and (e); and

WHEREAS, notice of such hearing was published by Class 1 publication in the City's official newspaper on August 18, 2023 pursuant to Wis. Stats. § 66.1105(4)(h)1.; and

WHEREAS, a meeting pursuant to Wis. Stats. §66.1105(4)(m) of the TID #11 Joint Review Board within fourteen (14) days after the publication of the first notice of the above-referenced public hearing was held on August 24, 2023; and

WHEREAS, at the above-referenced public hearing conducted at the De Pere City Hall Council Chambers on August 28, 2023 at 7:00 p.m., the Plan Commission heard all interested parties, their agents and attorneys, regarding the proposed TID #11 boundary and project plan amendment and determined that the Project Plan and the District Boundaries as proposed are contiguous, contain only whole parcels, are in conformity with the City's Comprehensive Plan and are in the best interests of the City in order to foster logical and economic development and further

that the private development activities projected would not otherwise occur without tax incremental financing in that part of the City.

NOW THEREFORE, BE IT HEREBY RESOLVED, by the Plan Commission of the City of De Pere, Wisconsin, that:

The Plan Commission recommends the District Boundaries for TID #11, City of De Pere, be amended as those boundaries are set forth in the proposed Project Plan Amendment to modify the boundary for such District, a copy of which is attached hereto and incorporated herein as if fully set forth.

BE IT FURTHER RESOLVED THAT:

The Plan Commission hereby adopts the Project Plan Amendment and District Boundary Amendment for Tax Incremental Financing District Number 11, City of De Pere, as prepared and presented by City staff; further, that such Project Plan Amendment is hereby submitted to the Common Council of the City of De Pere in accordance with Wis. Stats. §66.1105(4)(f).

Adopted by the Plan Commission of the City of De Pere, Wisconsin, this ____ day of _____, 2023.

APPROVED:

James Boyd, Mayor
Plan Commission Chair

Ayes: _____

Nays: _____



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: August 28, 2023

DEPARTMENT: Planning

FROM: Peter Schleinz

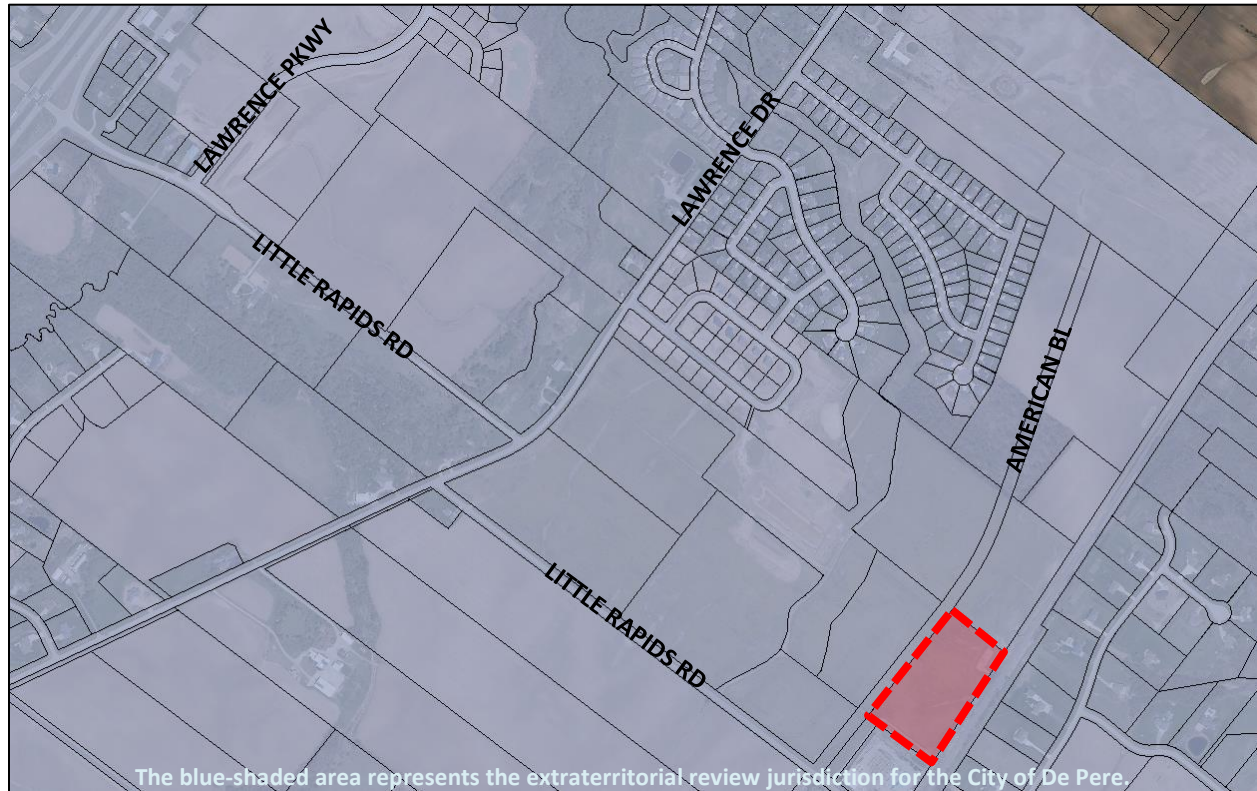
SUBJECT: Consideration and possible action for an extraterritorial 2-lot certified survey map at 2851 American BL in Lawrence (Parcel L-2191).*

ATTACHMENTS:

- PC Report - 2851 American BL (DOCX)
- Preliminary CSM & Application (PDF)

- Item 5: Consideration and possible action for an extraterritorial 2-lot certified survey map at 2851 American BL in Lawrence (Parcel L-2191).*

SITE MAP



REQUESTED ACTION:	Extraterritorial Certified Survey Map Approval.	
COMMON DESCRIPTION:	2851 American BL, located north and east of American BL and Little Rapids RD in Lawrence	
ZONING:	LI Limited Industrial in Lawrence.	
SURROUNDING LAND USES:	Industrial and developing industrial to the north, south, and west. Railroad and residential to the east.	
COMPREHENSIVE PLAN:	Industrial/Rail Related in Lawrence.	
APPLICANT/OWNER:	<u>Authorized Representative</u> Douglas Woelz, PLS McMahon Associates 1445 McMahon DR Neenah, WI 54956	<u>Property Owner</u> Town of Lawrence 2400 Shady CT De Pere, WI 54115
LAND USE HISTORY:	After a review of air photographs, the farm site has been undeveloped since 1938, except for a utility that was added in the mid-2010s.	

STAFF REVIEW:

When reviewing a Certified Survey Map, staff considers State Statutes 236, Section 46-8 of the De Pere Platting and Division of Land Code, the future land use recommendation of the Comprehensive Plan, surrounding land uses, and desired development patterns.

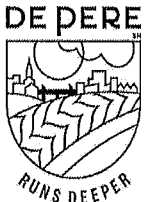
- The proposed CSM is 3,480' south of the De Pere city limits.
- The proposed land division will create two business park/industrial lots.
- The site is located inside the sewer service area.
- The De Pere minimum acreage and frontage requirements are 0.18 acres and 75'; the Lawrence minimums are 0.28 acres and 100'. The CSM lots comply with the acreage and frontage requirements.

The Certified Survey Map meets the criteria of State Statutes 236 and Section 46-8 of the De Pere Platting and Division of Land Code. The proposed lot sizes, street frontages, and setbacks meet De Pere's requirements.

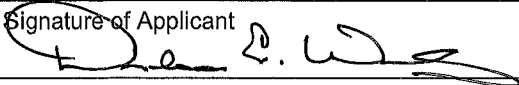
STAFF RECOMMENDATION:

Staff recommends APPROVAL of the certified survey map, subject to:

1. Meeting all other state and local regulations, including the City of De Pere, Town of Lawrence, and Brown County Planning Commission.
2. Revise the certificate for the City of De Pere to include the date of Common Council approval, and a separate signature and date line for Carey E. Danen, City Clerk.

	CITY OF DE PERE APPLICATION FOR CSM REVIEW	Fee: \$ 375.00
		Receipt #:
		Date:

Read all instructions provided before completing. If additional space is needed, attach additional pages. Type or use black ink.

SECTION 1: Applicant / Permittee Information			
Applicant Name (Ind., Org. or Entity) McMahon Associates		Authorized Representative Douglas Woelz	
Title Senior Land Surveyor			
Mailing Address 1445 McMahon Drive		City Neenah	State WI
ZIP Code 54956			
Email Address dwoelz@mcmgrp.com		Phone Number (incl. area code) (920)751-4200	Fax Number (incl. area code) (920)751-4284
SECTION 2: Landowner Information (complete these fields when project site owner is different than applicant)			
Name (Ind. Org. or Entity) Town of Lawrence		Contact Person Patrick Wetzel	
Title Town Administrator			
Mailing Address 2400 Shady Court		City De Pere	State WI
ZIP Code 54115			
Email Address patrickw@townoflawrence.org		Phone Number (incl. area code) (920)751-4200	Fax Number (incl. area code)
SECTION 3: Project or Site Location			
Project Address/Description 2-Lot CSM of Lot 8 American Rapids Subdivision			Parcel No. L-2191
SECTION 4: CSM Information			
Existing Zoning:	L-1 Limited Industrial		
Present Use of Parcel:	Farmland		
Proposed Use of Lots:	Commercial/Industrial		
Please submit 1 hard copy and 1 PDF copy of the CSM if the property is located within the City or if the property is located within the extraterritorial jurisdiction.			
SECTION 5: Certification and Permission			
Certification: I hereby certify that I am the owner or authorized representative of the owner of the property which is the subject of this Permit Application. I certify that the information contained in this form and attachments is true and accurate. I certify that the project will be in compliance with all permit conditions. I understand that failure to comply with any or all of the provisions of the permit may result in permit revocation and a fine and/or forfeiture under the provisions of applicable laws. Permission: I hereby give the City permission to enter and inspect the property at reasonable times, to evaluate this notice and application, and to determine compliance with any resulting permit coverage.			
Name of Owner/Authorized Representative (please print) Douglas Woelz		Title Senior Land Surveyor	Phone Number (920)751-4200
Signature of Applicant 		Date Signed 06-30-2023	

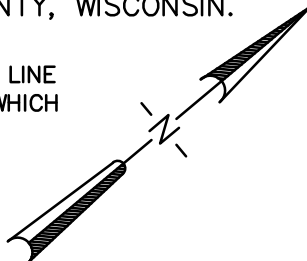
TO BE COMPLETED BY CITY STAFF

CSM Review authorized by the De Pere Municipal Code, Chapter 46.

ALL OF LOT 8 OF AMERICAN RAPIDS SUBDIVISION,
RECORDED AS DOCUMENT NO. 2987345, LOCATED IN
PART OF LOTS 133, 134 AND 135 OF THE RECORDED
PLAT OF THE SUBDIVISION OF THE WILLIAM'S GRANT,
TOWN OF LAWRENCE, BROWN COUNTY, WISCONSIN.

200 100 0 100 200

SCALE - FEET



NORTHWEST CORNER, LOT 13
WILLIAM'S GRANT, MONUMENT
IN CONCRETE FOUND

- - 1.315" O.D. X 18" IRON PIPE WEIGHING 1.68 Lbs./Lineal Ft. SET WITH CAP
- - 1.315" O.D. IRON PIPE FOUND
- ⊕ - CERTIFIED LAND CORNER BROWN COUNTY
- S.F. - SQUARE FEET
- _____ - RIGHT-OF-WAY (R.O.W.) LINE
- _____ - PROPERTY LINE
- - 30' BUILDING SETBACK LINE PER AMERICAN RAPIDS SUBDIVISION
- _____ - EXISTING 12' UTILITY EASEMENT PER AMERICAN RAPIDS SUBDIVISION
- _____ - FLOODFRINGE

FLOODWAY/FLOODPLAIN PROVIDED BY FLOODPLAIN ANALYSIS
CARPENTER SOUTH FLOOD STUDY. PREPARED BY MCMAHON
ASSOCIATES, INC. DATED 04/25/2019 AND BECAME EFFECTIVE
BY FEMA ON SEPTEMBER 18, 2020 BY CASE NO. 19-05-3386P.
SUBJECT TO LETTER OF MAP REVISION (LOMR-F)
DATED JULY 19, 2022 AS CASE NO. 22-05-2678A

FOR:
TOWN OF LAWRENCE
-2400 SHADY COURT
-DE PERE, WI 54115
-PHONE #920-336-9131
-ATTN: PATRICK WETZEL

DRAFTED BY: AMY M. SEDLAR

McMAHON
ENGINEERS ARCHITECTS

McMAHON ASSOCIATES, INC.
1445 McMAHON DRIVE NEENAH, WI 54956
Mailing: P.O.BOX 1025 NEENAH, WI 54957-1025
PH 920.751.4200 FX 920.751.4284 MCMGRP.COM

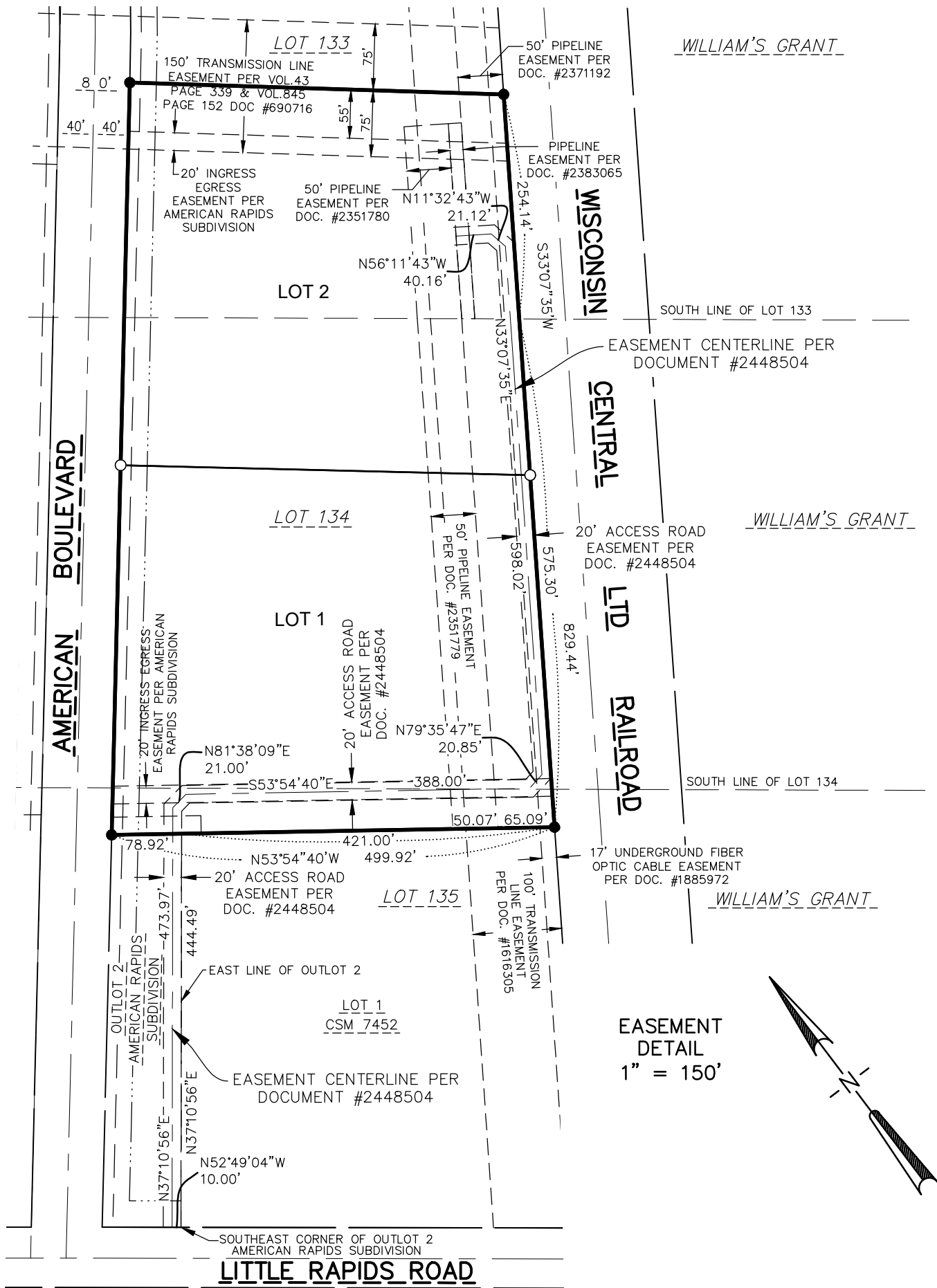
Packet Pg. 54

asedlar, W:\PROJECTS\L0017\092300335\CADD\Civil3D\Survey Documents\CSM\2 Lot CSM American Rapids Subd.dwg, sheet 1, Plot Date: 6/29/2023 10:36 AM

CERTIFIED SURVEY MAP

SHEET 2 OF 5

ALL OF LOT 8 OF AMERICAN RAPIDS SUBDIVISION, RECORDED AS DOCUMENT NO. 2987345, LOCATED IN PART OF LOTS 133, 134 AND 135 OF THE RECORDED PLAT OF THE SUBDIVISION OF THE WILLIAM'S GRANT, TOWN OF LAWRENCE, BROWN COUNTY, WISCONSIN.



CERTIFIED SURVEY MAP

SHEET 3 OF 5

ALL OF LOT 8 OF AMERICAN RAPIDS SUBDIVISION, RECORDED AS DOCUMENT NO. 2987345, LOCATED IN PART OF LOTS 133, 134 AND 135 OF THE RECORDED PLAT OF THE SUBDIVISION OF THE WILLIAM’S GRANT, TOWN OF LAWRENCE, BROWN COUNTY, WISCONSIN.

SURVEYOR’S CERTIFICATE

I, Douglas E. Woelz, Wisconsin Professional Land Surveyor S–2327, certify that I have surveyed, divided and mapped all of Lot 8 of American Rapids Subdivision, recorded as Document No. 2987345, located in part of Lots 133, 134 and 135 of the recorded plat of the Subdivision of The William’s Grant, Town of Lawrence, Brown County, Wisconsin, containing 386,417 square feet (8.871 acres) of land.

That I have made this survey by the direction of the Town of Lawrence being the Owner of said lands.

I further certify that this map is a correct representation of the exterior boundary lines of the land surveyed and the division of that land, and that I have complied with section 236.34 of the Wisconsin Statutes, Town of Lawrence and Brown County Subdivision Ordinance in surveying, dividing and mapping the same.

Given under my hand and seal this ____ day of _____, 20____.

Douglas E. Woelz, WI Professional Land Surveyor S–2327

NOTES

THIS CSM IS ALL OF PARCEL No. L–2191.

THE PROPERTY OWNER OF RECORD IS THE TOWN OF LAWRENCE.

THIS PROPERTY IS CONTAINED WHOLLY WITHIN LANDS DESCRIBED IN DOCUMENT No. 2809353.

CERTIFIED SURVEY MAP

SHEET 4 OF 5

ALL OF LOT 8 OF AMERICAN RAPIDS SUBDIVISION, RECORDED AS DOCUMENT NO. 2987345, LOCATED IN PART OF LOTS 133, 134 AND 135 OF THE RECORDED PLAT OF THE SUBDIVISION OF THE WILLIAM’S GRANT, TOWN OF LAWRENCE, BROWN COUNTY, WISCONSIN.

OWNER CERTIFICATE

Town of Lawrence, as Owners, We hereby certify that we caused the land described on this Certified Survey Map to be surveyed, divided and mapped as represented on this Certified Survey Map. We also certify that this Certified Survey Map is required to be submitted to the following for approval.

Town of Lawrence
City of De Pere
Brown County

Dated this _____ day of _____, 20____.

Dr. Lanny J. Tibaldo,
Town Chairperson

Cindy Kocken
Town Clerk

State of Wisconsin)
)ss
Brown County)

Personally appeared before me on the _____ day of _____, 20____, the above named persons to me known to be the persons who executed the foregoing instrument, and acknowledged the same.

Notary Public

_____ County, _____

My commission expires _____

TOWN OF LAWRENCE APPROVAL

Approved by the Town Board of the Town of Lawrence on this _____ day of _____, 20____.

Dr. Lanny J. Tibaldo, Town Chairperson

Date

Cindy Kocken, Town Clerk

Date

CERTIFIED SURVEY MAP

SHEET 5 OF 5

ALL OF LOT 8 OF AMERICAN RAPIDS SUBDIVISION, RECORDED AS DOCUMENT NO. 2987345,
LOCATED IN PART OF LOTS 133, 134 AND 135 OF THE RECORDED PLAT OF THE SUBDIVISION
OF THE WILLIAM'S GRANT, TOWN OF LAWRENCE, BROWN COUNTY, WISCONSIN.

CERTIFICATE OF TREASURER

As duly elected Brown County Treasurer, I hereby certify that the records in our office show no unredeemed taxes and no unpaid or special assessments affecting any of the lands included in this Certified Survey Map as of the date listed below.

County Treasurer
Paul D. Zeller

Date

EXTRATERRITORIAL REVIEW

CITY OF DE PERE

Pursuant to the City of De Pere, all requirements for approval have been fulfilled. This Certified Survey Map was approved this _____ day of _____, 20____.

Carey E. Danen, City Clerk

Date _____

BROWN COUNTY PLANNING COMMISSION APPROVAL

Approved by the Brown County Planning Commission this _____ day of _____, 20____.

Karl Mueller, Senior Planner, Brown County Planning Commission



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: August 28, 2023

DEPARTMENT: Planning

FROM: Peter Schleinz

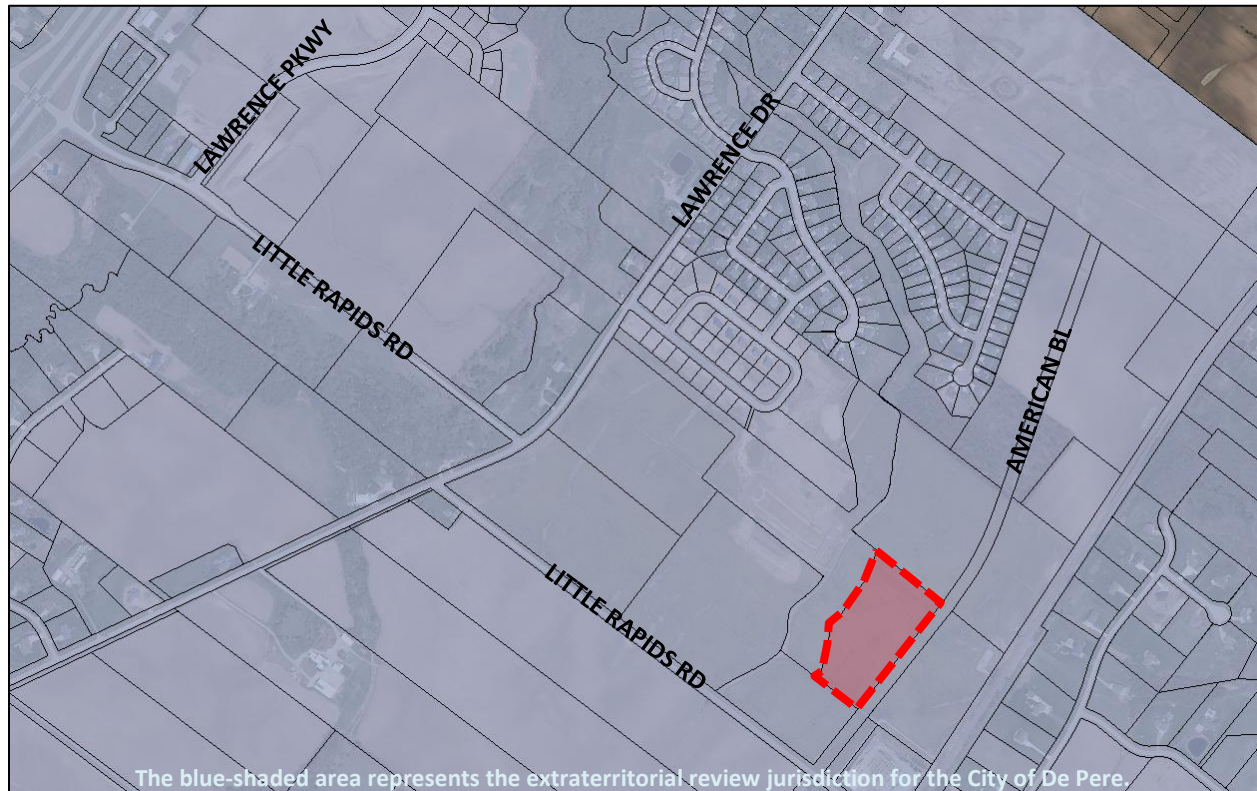
SUBJECT: Consideration and possible action for an extraterritorial 3-lot certified survey map at 2854 American BL in Lawrence (Parcel L-2186).*

ATTACHMENTS:

- PC Report - 2854 American BL (DOCX)
- Preliminary CSM & Application (PDF)

- Item 6: Consideration and possible action for an extraterritorial 3-lot certified survey map at 2854 American BL in Lawrence (Parcel L-2186).*

SITE MAP



REQUESTED ACTION:	Extraterritorial Certified Survey Map Approval.	
COMMON DESCRIPTION:	2854 American BL, located north and west of American BL and Little Rapids RD in Lawrence	
ZONING:	LI Limited Industrial in Lawrence.	
SURROUNDING LAND USES:	Industrial and developing industrial to the north, south, east, and west.	
COMPREHENSIVE PLAN:	Industrial/Rail Related in Lawrence.	
APPLICANT/OWNER:	<u>Authorized Representative</u> Douglas Woelz, PLS McMahon Associates 1445 McMahon DR Neenah, WI 54956	<u>Property Owner</u> Town of Lawrence 2400 Shady CT De Pere, WI 54115
LAND USE HISTORY:	After a review of air photographs, the farm site has been undeveloped since 1938.	
STAFF REVIEW:	When reviewing a Certified Survey Map, staff considers State Statutes	

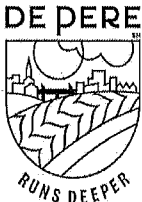
236, Section 46-8 of the De Pere Platting and Division of Land Code, the future land use recommendation of the Comprehensive Plan, surrounding land uses, and desired development patterns.

- The proposed CSM is 3,480' south of the De Pere city limits.
- The proposed land division will create three business park/industrial lots.
- The site is located inside the sewer service area.
- The De Pere minimum acreage and frontage requirements are 0.18 acres and 75'; the Lawrence minimums are 0.28 acres and 100'. The CSM lots comply with the acreage and frontage requirements.

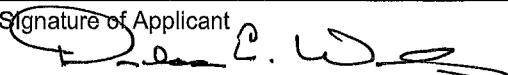
The Certified Survey Map meets the criteria of State Statutes 236 and Section 46-8 of the De Pere Platting and Division of Land Code. The proposed lot sizes, street frontages, and setbacks meet De Pere's requirements.

STAFF RECOMMENDATION: Staff recommends APPROVAL of the certified survey map, subject to:

1. Meeting all other state and local regulations, including the City of De Pere, Town of Lawrence, and Brown County Planning Commission.
2. Revise the certificate for the City of De Pere to include the date of Common Council approval, and a separate signature and date line for Carey E. Danen, City Clerk.

	CITY OF DE PERE	Fee: \$ 375.00
	APPLICATION FOR CSM REVIEW	Receipt #: _____
	Date: _____	

Read all instructions provided before completing. If additional space is needed, attach additional pages. Type or use black ink.

SECTION 1: Applicant / Permittee Information			
Applicant Name (Ind., Org. or Entity) McMahon Associates		Authorized Representative Douglas Woelz	
Title Senior Land Surveyor			
Mailing Address 1445 McMahon Drive		City Neenah	State WI
ZIP Code 54956			
Email Address dwoelz@mcmgrp.com		Phone Number (incl. area code) (920)751-4200	Fax Number (incl. area code) (920)751-4284
SECTION 2: Landowner Information (complete these fields when project site owner is different than applicant)			
Name (Ind. Org. or Entity) Town of Lawrence		Contact Person Patrick Wetzel	
Title Town Administrator			
Mailing Address 2400 Shady Court		City De Pere	State WI
ZIP Code 54115			
Email Address patrickw@townoflawrence.org		Phone Number (incl. area code) (920)751-4200	Fax Number (incl. area code)
SECTION 3: Project or Site Location			
Project Address/Description 3-Lot CSM of Lot 3 American Rapids Subdivision			Parcel No. L-2186
SECTION 4: CSM Information			
Existing Zoning:	L-1 Limited Industrial		
Present Use of Parcel:	Farmland		
Proposed Use of Lots:	Commercial/Industrial		
Please submit 1 hard copy and 1 PDF copy of the CSM if the property is located within the City or if the property is located within the extraterritorial jurisdiction.			
SECTION 5: Certification and Permission			
Certification: I hereby certify that I am the owner or authorized representative of the owner of the property which is the subject of this Permit Application. I certify that the information contained in this form and attachments is true and accurate. I certify that the project will be in compliance with all permit conditions. I understand that failure to comply with any or all of the provisions of the permit may result in permit revocation and a fine and/or forfeiture under the provisions of applicable laws. Permission: I hereby give the City permission to enter and inspect the property at reasonable times, to evaluate this notice and application, and to determine compliance with any resulting permit coverage.			
Name of Owner/Authorized Representative (please print) Douglas Woelz		Title Senior Land Surveyor	Phone Number (920)751-4200
Signature of Applicant 		Date Signed 06-30-2023	

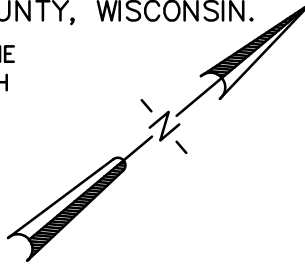
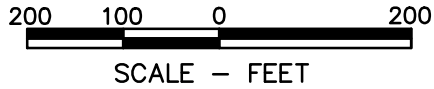
TO BE COMPLETED BY CITY STAFF

CSM Review authorized by the De Pere Municipal Code, Chapter 46.

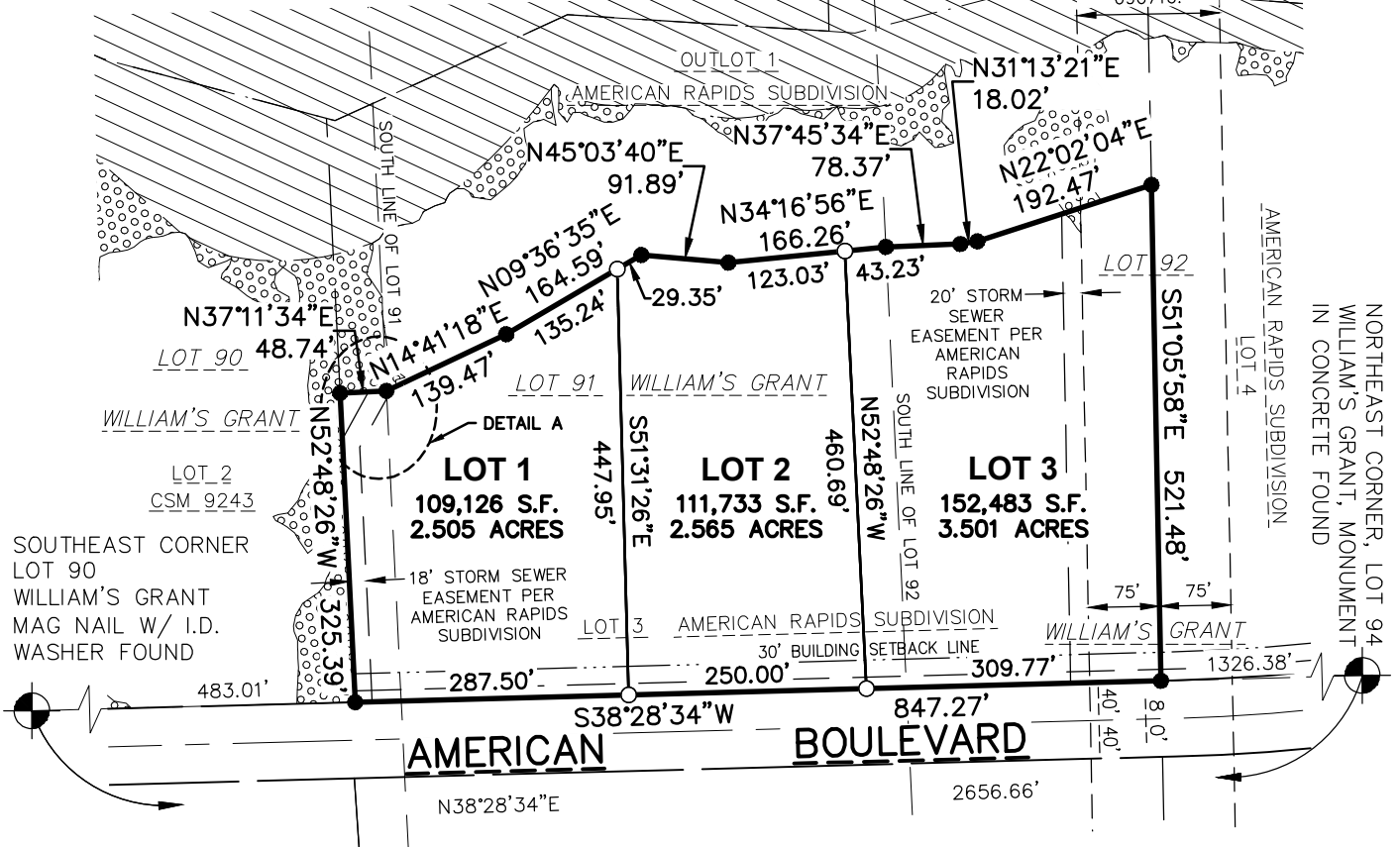
CERTIFIED SURVEY MAP SHEET 1 OF 4

ALL OF LOT 3 OF AMERICAN RAPIDS SUBDIVISION,
RECORDED AS DOCUMENT NO. 2987345, LOCATED IN
PART OF LOTS 90, 91 AND 92 OF THE RECORDED
PLAT OF THE SUBDIVISION OF THE WILLIAM'S GRANT,
TOWN OF LAWRENCE, BROWN COUNTY, WISCONSIN.

BEARINGS ARE REFERENCED TO THE EASTERLY LINE
OF LOTS 90 THRU 94 OF WILLIAM'S GRANT, WHICH
BEARS N38°28'34"E PER THE PUBLISHED
BROWN COUNTY COORDINATE SYSTEM.

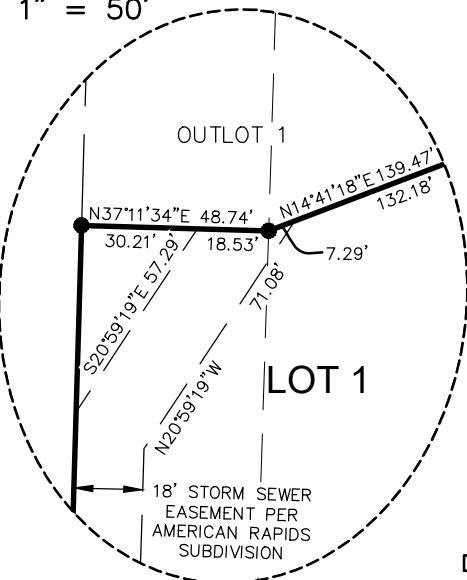


150'
TRANSMISSION
LINE EASEMENT
PER VOL. 43
PAGE 339 &
VOL. 845 PAGE
152 DOC #
690716.



SOUTHEAST CORNER
LOT 90
WILLIAM'S GRANT
MAG NAIL W/ I.D.
WASHER FOUND

DETAIL A
1" = 50'



LEGEND

- - 1.315" O.D. X 18" IRON PIPE WEIGHING 1.68 Lbs./Lineal Ft. SET WITH CAP
- - 1.315" O.D. IRON PIPE FOUND
- ⊕ - CERTIFIED LAND CORNER BROWN COUNTY
- S.F. - SQUARE FEET
- — — — — RIGHT-OF-WAY (R.O.W.) LINE
- — — — — PROPERTY LINE
- — — — — 30' BUILDING SETBACK LINE PER AMERICAN RAPIDS SUBDIVISION
- — — — — EXISTING 12' UTILITY EASEMENT PER AMERICAN RAPIDS SUBDIVISION
- ▨ - FLOODWAY
- ▨ - FLOODFRINGE

FLOODWAY/FLOODPLAIN PROVIDED BY FLOODPLAIN ANALYSIS CARPENTER SOUTH FLOOD STUDY. PREPARED BY MCMAHON ASSOCIATES, INC. DATED 04/25/2019 AND BECAME EFFECTIVE BY FEMA ON SEPTEMBER 18, 2020 BY CASE NO. 19-05-3386P.
SUBJECT TO LETTER OF MAP REVISION (LOMR-F)
DATED JULY 19, 2022 AS CASE NO. 22-05-2678A

FOR:
TOWN OF LAWRENCE
-2400 SHADY COURT
-DE PERE, WI 54115
-PHONE #920-336-9131
-ATTN: PATRICK WETZEL

DRAFTED BY: AMY M. SEDLAR

McMAHON
ENGINEERS ARCHITECTS

McMAHON ASSOCIATES, INC.
1445 McMAHON DRIVE NEENAH, WI 54956
Mailing: P.O.BOX 1025 NEENAH, WI 54957-1025
PH 920.751.4200 FX 920.751.4284 MCMGRP.COM

CERTIFIED SURVEY MAP

SHEET 2 OF 4

ALL OF LOT 3 OF AMERICAN RAPIDS SUBDIVISION, RECORDED AS DOCUMENT NO. 2987345, LOCATED IN PART OF LOTS 90, 91 AND 92 OF THE RECORDED PLAT OF THE SUBDIVISION OF THE WILLIAM’S GRANT, TOWN OF LAWRENCE, BROWN COUNTY, WISCONSIN.

SURVEYOR’S CERTIFICATE

I, Douglas E. Woelz, Wisconsin Professional Land Surveyor S–2327, certify that I have surveyed, divided and mapped all of Lot 3 of American Rapids Subdivision, recorded as Document No. 2987345, located in part of Lots 90, 91 and 92 of the recorded plat of the Subdivision of The William’s Grant, Town of Lawrence, Brown County, Wisconsin, containing 373,342 square feet (8.571 acres) of land.

That I have made this survey by the direction of the Town of Lawrence being the Owner of said lands.

I further certify that this map is a correct representation of the exterior boundary lines of the land surveyed and the division of that land, and that I have complied with section 236.34 of the Wisconsin Statutes, Town of Lawrence and Brown County Subdivision Ordinance in surveying, dividing and mapping the same.

Given under my hand and seal this ____ day of _____, 20____.

Douglas E. Woelz, WI Professional Land Surveyor S–2327

NOTES

THIS CSM IS ALL OF PARCEL No. L–2186.

THE PROPERTY OWNER OF RECORD IS THE TOWN OF LAWRENCE.

THIS PROPERTY IS CONTAINED WHOLLY WITHIN LANDS DESCRIBED IN DOCUMENT No. 2809353.

CERTIFIED SURVEY MAP

SHEET 3 OF 4

ALL OF LOT 3 OF AMERICAN RAPIDS SUBDIVISION, RECORDED AS DOCUMENT NO. 2987345, LOCATED IN PART OF LOTS 90, 91 AND 92 OF THE RECORDED PLAT OF THE SUBDIVISION OF THE WILLIAM’S GRANT, TOWN OF LAWRENCE, BROWN COUNTY, WISCONSIN.

OWNER CERTIFICATE

Town of Lawrence, as Owners, We hereby certify that we caused the land described on this Certified Survey Map to be surveyed, divided and mapped as represented on this Certified Survey Map. We also certify that this Certified Survey Map is required to be submitted to the following for approval.

Town of Lawrence
City of De Pere
Brown County

Dated this _____ day of _____, 20____.

Dr. Lanny J. Tibaldo,
Town Chairperson

Cindy Kocken
Town Clerk

State of Wisconsin)
)ss
Brown County)

Personally appeared before me on the _____ day of _____, 20____, the above named persons to me known to be the persons who executed the foregoing instrument, and acknowledged the same.

Notary Public

_____ County, _____

My commission expires _____

TOWN OF LAWRENCE APPROVAL

Approved by the Town Board of the Town of Lawrence on this _____ day of _____, 20____.

Dr. Lanny J. Tibaldo, Town Chairperson

Date

Cindy Kocken, Town Clerk

Date

CERTIFIED SURVEY MAP

SHEET 4 OF 4

ALL OF LOT 3 OF AMERICAN RAPIDS SUBDIVISION, RECORDED AS DOCUMENT NO. 2987345,
LOCATED IN PART OF LOTS 90, 91 AND 92 OF THE RECORDED PLAT OF THE SUBDIVISION
OF THE WILLIAM'S GRANT, TOWN OF LAWRENCE, BROWN COUNTY, WISCONSIN.

CERTIFICATE OF TREASURER

As duly elected Brown County Treasurer, I hereby certify that the records in our office show no unredeemed taxes and no unpaid or special assessments affecting any of the lands included in this Certified Survey Map as of the date listed below.

County Treasurer
Paul D. Zeller

Date

EXTRATERRITORIAL REVIEW

CITY OF DE PERE

Pursuant to the City of De Pere, all requirements for approval have been fulfilled. This Certified Survey Map was approved this _____ day of _____, 20____.

Carey E. Danen, City Clerk

Date

BROWN COUNTY PLANNING COMMISSION APPROVAL

Approved by the Brown County Planning Commission this _____ day of _____, 20____.

Karl Mueller, Senior Planner, Brown County Planning Commission



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: August 28, 2023

DEPARTMENT: Planning

FROM: Peter Schleinz

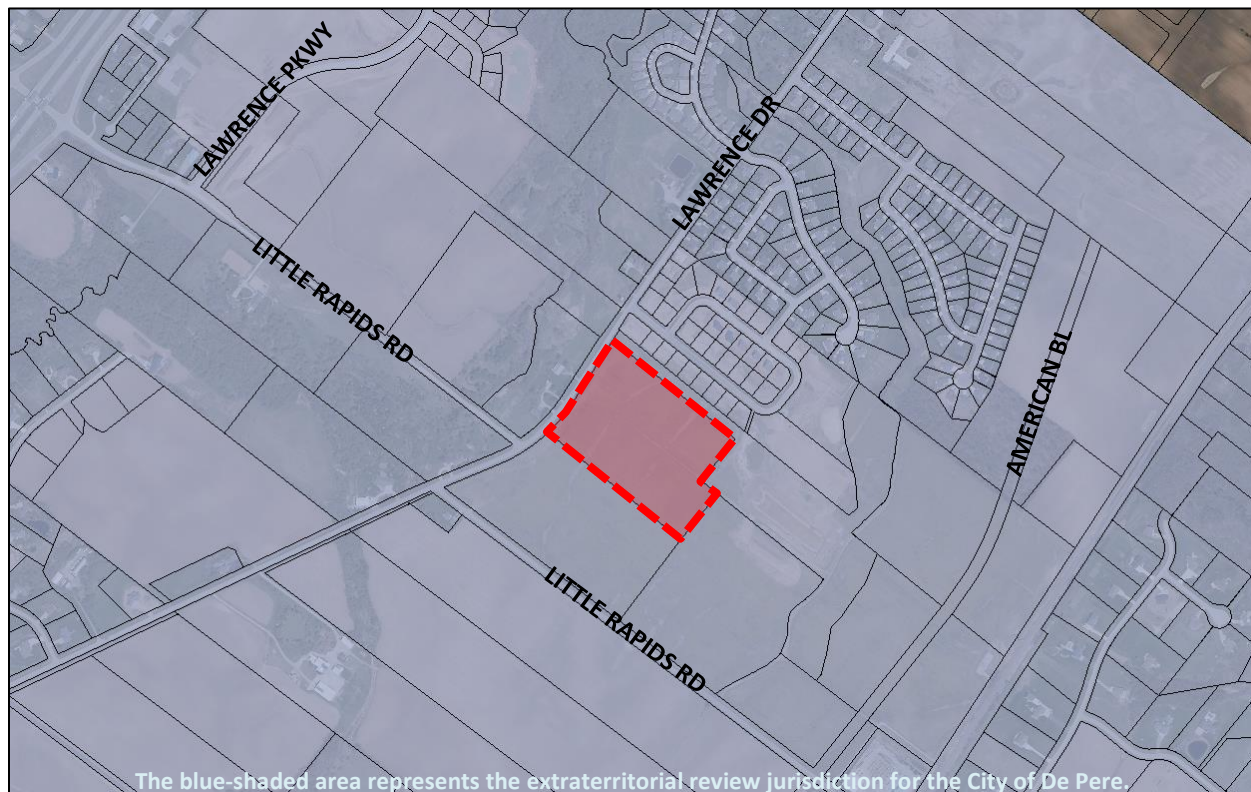
SUBJECT: Consideration and possible action on a 35-lot and 2-outlot
extraterritorial preliminary plat of Little Rapids Subdivision at 2700
BLK Lawrence DR in Lawrence (Parcel L-2184).*

ATTACHMENTS:

- PC Report - PrePlat Little Rapids (DOCX)
- Preliminary Plat & Application (PDF)

ITEM 7: Consideration and possible action on a 35-lot and 2-outlot extraterritorial preliminary plat of Little Rapids Subdivision at 2700 BLK Lawrence DR in Lawrence (Parcel L-2184).*

SITE MAP



REQUESTED ACTION:	Preliminary Extraterritorial Plat Approval.	
COMMON DESCRIPTION:	2700 BLK Lawrence DR, north and east from Lawrence DR and Little Rapids RD.	
ZONING:	R-1 (Residential) in Lawrence.	
SURROUNDING LAND USES:	Residential to the north. Developing residential and natural areas to the south, east, and west.	
COMPREHENSIVE PLAN:	Residential in Lawrence.	
APPLICANT/OWNER:	<u>Authorized Representative</u> Douglas E. Woelz, PLS, McMahon Associates 1445 McMahon DR Neenah, WI 54956	<u>Property Owner</u> Town of Lawrence 2400 Shady CT De Pere, WI 54115
LAND USE HISTORY:	The property remained undeveloped since air photos of 1938.	

STAFF REVIEW:

When reviewing a plat, staff considers State Statutes 236 Sections 46-3 through 46-7 of the De Pere Platting and Division of Land Code, the future land use recommendation of the Comprehensive Plan, surrounding land uses, and desired development patterns.

- The proposed plat is 3,425' south of the De Pere city limits.
- The proposed plat will create 35 residential lots and 2 outlots.
- The site is located inside of the sewer service area.
- The De Pere minimum acreage and frontage are 0.2 acres and 75'; the Town's minimum is 0.3 acres and 100'. All lots meet the minimum acreage and frontage criteria for De Pere and Lawrence.
- Lawrence is developing this property as a town-owned residential subdivision and the owner will be selling the lots.

The plat meets the criteria of State Statutes 236 and Sections 46-3 through 46-7 of the De Pere Platting and Division of Land Code. The proposed land division does not impact the Comprehensive Plan negatively. The proposed lot size, frontage, and setbacks meet acceptable City requirements.

STAFF RECOMMENDATION:

Staff recommends APPROVAL of the preliminary extraterritorial plat and forwarding the plat to the Common Council for approval, subject to:

1. Meeting all other state and local regulations, including the City of De Pere, Town of Lawrence, and Brown County Planning Commission.
2. Add a certificate for City of De Pere. Include a line for the Common Council date of approval and a line for the City Clerk signature/date.

	CITY OF DE PERE		Fee: \$ _____
	APPLICATION FOR PLAT REVIEW		Receipt #: _____
			Date: _____

Read all instructions provided before completing. If additional space is needed, attach additional pages. Type or use black ink.

SECTION 1: Applicant / Permittee Information

Applicant Name (Ind., Org. or Entity) McMahon Associates	Authorized Representative Douglas Woelz	Title Senior Land Surveyor	
Mailing Address 1445 McMahon Drive	City Neenah	State WI	ZIP Code 54957
Email Address 920-751-4200	Phone Number (incl. area code) 920-751-4200	Fax Number (incl. area code) 920-751-4284	

SECTION 2: Landowner Information (complete these fields when project site owner is different than applicant)

Name (Ind. Org. or Entity) Town of Lawrence	Contact Person Patrick Wetzel	Title Town Administrator	
Mailing Address 2400 Shady Court	City DePere	State WI	ZIP Code 54115
Email Address patrickw@townoflawrence.org	Phone Number (incl. area code) 920-336-9131	Fax Number (incl. area code)	

SECTION 3: Project or Site Location

Project Address/Description Little Rapids Subdivision	Parcel No. L-2184
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SECTION 4: Plat Review

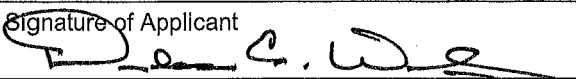
Review Type:	☒ Preliminary Plat ☐ Final Plat ☐ Condominium Plat		
Fee: \$2816.00	Preliminary Plat Fee: \$300 + (<u>37</u> # of lots and outlots x \$68) Final Plat Fee: \$200 Condominium Plat Fee: \$300 + (_____ # of units x \$68) + (_____ # of common elements x \$68)		\$ 2816.00
Present Use of Parcel:	Farm Land		
Proposed Use of Lots:	Residential		

Please submit 1 hard copy, 1 PDF copy, and 1 CAD copy of the Plat if the property is located within the City or if the property is located within the extraterritorial jurisdiction.

SECTION 5: Certification and Permission

Certification: I hereby certify that I am the owner or authorized representative of the owner of the property which is the subject of this Permit Application. I certify that the information contained in this form and attachments is true and accurate. I certify that the project will be in compliance with all permit conditions. I understand that failure to comply with any or all of the provisions of the permit may result in permit revocation and a fine and/or forfeiture under the provisions of applicable laws.

Permission: I hereby give the City permission to enter and inspect the property at reasonable times, to evaluate this notice and application, and to determine compliance with any resulting permit coverage.

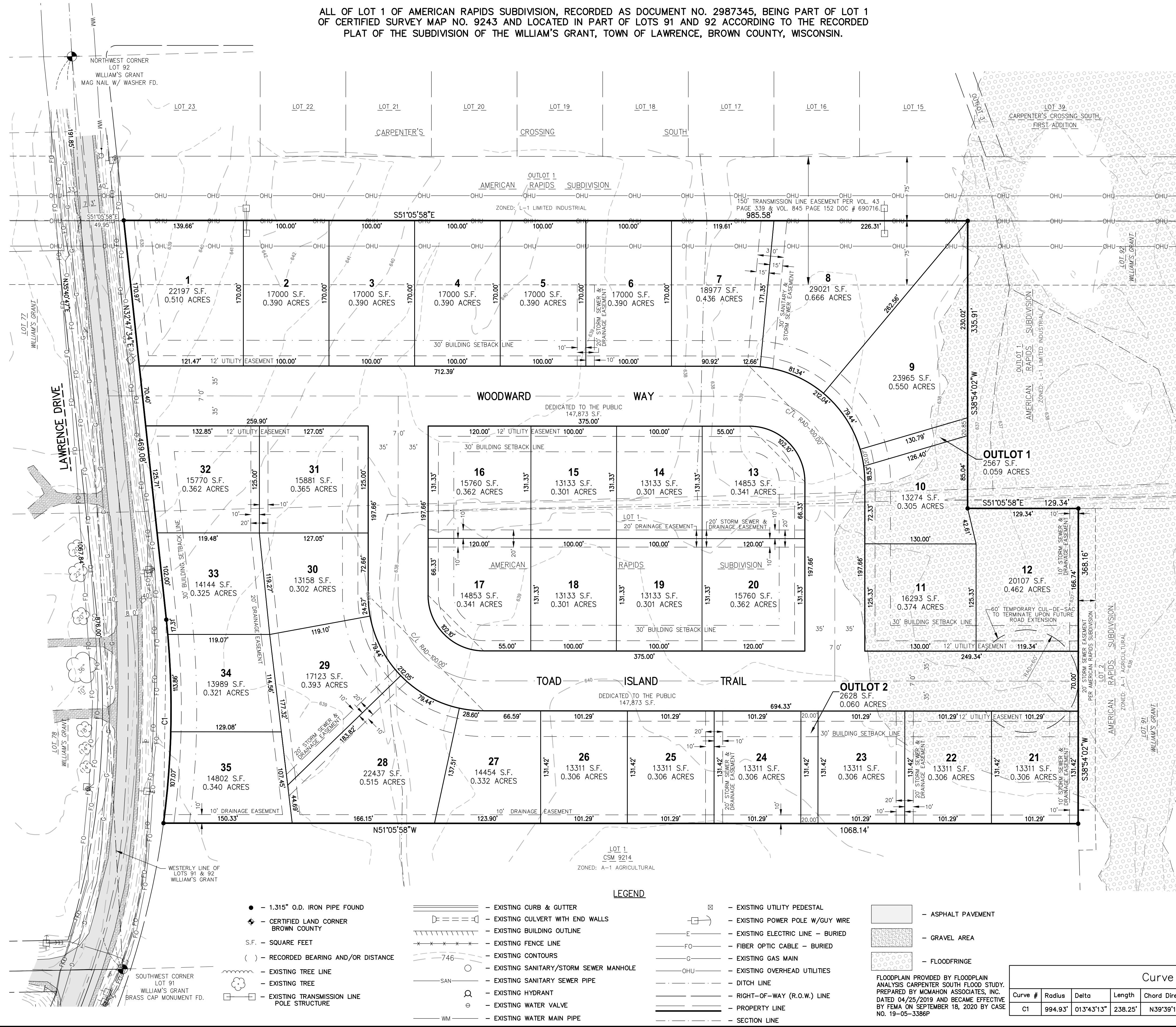
Name of Owner/Authorized Representative (please print) Douglas Woelz	Title Senior Land Surveyor	Phone Number 920-751-4200
Signature of Applicant 		Date Signed 06-29-2023

TO BE COMPLETED BY CITY STAFF

Plat Review authorized by the De Pere Municipal Code, Chapter 46.	
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cession, WI:PROJ\0017192000292\CADD\Civil3D\Survey Documents\SUBDIVISION PLATS\First Addition to American Rapids Subdivision Preliminary Plat.dwg, 22x34, Plot Date: 7/11/2023 10:49 AM.

PRELIMINARY PLAT
LITTLE RAPIDS SUBDIVISION
ALL OF LOT 1 OF AMERICAN RAPIDS SUBDIVISION, RECORDED AS DOCUMENT NO. 2987345, BEING PART OF LOT 1 OF CERTIFIED SURVEY MAP NO. 9243 AND LOCATED IN PART OF LOTS 91 AND 92 ACCORDING TO THE RECORDED PLAT OF THE SUBDIVISION OF THE WILLIAM'S GRANT, TOWN OF LAWRENCE, BROWN COUNTY, WISCONSIN.



PROPERTY DESCRIPTION:
ALL OF LOT 1 OF AMERICAN RAPIDS SUBDIVISION, AS RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS FOR BROWN COUNTY, WISCONSIN ON DECEMBER 07, 2021 IN VOLUME 24 OF PLATS ON PAGES 203-205, AS DOCUMENT NO. 2987345, AND BEING PART OF LOT 1 OF CERTIFIED SURVEY MAP NO. 9243 AND LOCATED IN PART OF LOTS 91 AND 92 ACCORDING TO THE RECORDED PLAT OF THE SUBDIVISION OF THE WILLIAM'S GRANT, TOWN OF LAWRENCE, BROWN COUNTY, WISCONSIN. CONTAINING 717,285 SQUARE FEET (16.467 ACRES) OF LAND MORE OR LESS.

NOTES:
THIS PROPERTY IS CURRENTLY ZONED: R-1 RESIDENTIAL DISTRICT
PROPOSED ZONING: R-1 RESIDENTIAL DISTRICT
UTILITY EASEMENTS TO BE SHOWN ON THE FINAL PLAT
FRONT YARD BUILDING SETBACKS TO BE 30 FEET
TOTAL AREA OF DEVELOPMENT = 16.467 ACRES
DEDICATED STREET AREA = 3.395 ACRES
NET SUBDIVIDED AREA = 13.072 ACRES
TOTAL NUMBER OF LOTS = 35
TOTAL NUMBER OF OUTLOTS = 2
AVERAGE LOT SIZE = 16,120 S.F. 0.370 ACRES
SMALLEST LOT SIZE = 13,133 S.F. 0.301 ACRES
LINEAL FEET OF NEW STREETS = 2,223 LIN. FT.
SEWER AND WATER SERVICE FROM THE TOWN OF LAWRENCE
THIS SUBDIVISION IS ALL OF TAX PARCEL NO. L-2184

THE WDNR SURFACE WATER VIEWER MAP IDENTIFIES WETLAND INDICATOR SOIL TYPES WITHIN THE SUBJECT PROPERTIES. DUE TO WETLANDS, INDICATOR SOILS, AND/OR WATERWAYS WITHIN THE SUBJECT PROPERTIES, COORDINATE WITH WISCONSIN DEPARTMENT OF NATURAL RESOURCES REGARDING POTENTIAL PROTECTIVE AREAS.

PER US ARMY REGULATORY GUIDANCE LETTER NO. 05-02, DATED JUNE 14, 2005: ALL APPROVED WETLAND DETERMINATIONS COMPLETED AND/OR VERIFIED BY THE US ARMY CORPS OF ENGINEERS MUST BE IN WRITING AND WILL REMAIN VALID FOR A PERIOD OF FIVE YEARS, UNLESS NEW INFORMATION WARRANTS REVISION OF THE DETERMINATION BEFORE THE EXPIRATION DATE, OR A DISTRICT ENGINEER IDENTIFIES SPECIFIC GEOGRAPHIC AREAS WITH RAPIDLY CHANGING ENVIRONMENTAL CONDITIONS THAT MERIT RE-VERIFICATION ON A MORE FREQUENT BASIS.

THE PROPERTY OWNERS, AT THE TIME OF CONSTRUCTION, SHALL IMPLEMENT THE APPROPRIATE SOIL EROSION CONTROL METHODS OUTLINED IN "WISCONSIN CONSTRUCTION SITE BEST MANAGEMENT PRACTICE HANDBOOK" (AVAILABLE FROM THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES) TO PREVENT SOIL EROSION. HOWEVER, IF AT THE TIME OF CONSTRUCTION THE TOWN HAS AN ADOPTED SOIL EROSION CONTROL ORDINANCE, IT SHALL GOVERN OVER THIS REQUIREMENT. THIS PROVISION APPLIES TO ANY GRADING, CONSTRUCTION, OR INSTALLATION-RELATED ACTIVITIES.

ALL ROADS ARE DEDICATED TO THE PUBLIC.

PLANNED MUNICIPAL IMPROVEMENTS TO INCLUDE UTILITIES SUCH AS STORM SEWER, SANITARY SEWER, WATER MAIN, ASPHALT STREETS WITH CONCRETE CURB & GUTTER.

ELEVATIONS AS SHOWN ON THIS PLAN ARE REFERENCED TO PREVIOUS PROJECTS WITHIN THIS AREA. NAVD 88 DATUM (07 ADJUSTMENT).

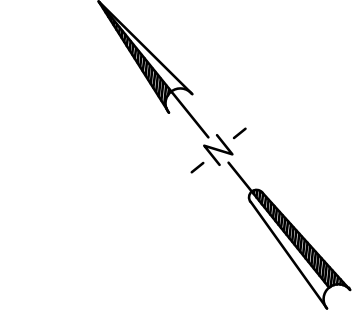
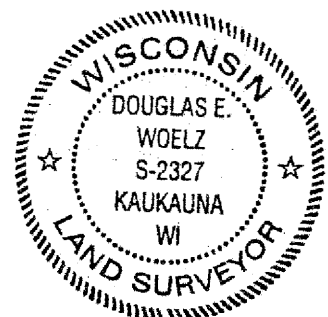
LOT DRAINAGE RESTRICTIVE COVENANT:
THE LAND ON ALL SIDE AND REAR LOT LINES OF ALL LOTS SHALL BE GRADED BY THE LOT OWNER AND MAINTAINED BY THE ADJUTING PROPERTY OWNERS TO PROVIDE FOR ADEQUATE DRAINAGE OF SURFACE WATER.

OUTLOTS 1 AND 2 ARE TO BE OWNED AND MAINTAINED BY THE TOWN OF LAWRENCE FOR PUBLIC TRAIL/SIDEWALK, STORM SEWER, SANITARY SEWER AND WATER MAIN PURPOSES.

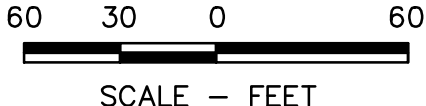
OWNERS & SUBDIVIDERS:
TOWN OF LAWRENCE
2400 SHADY CT
DE PERE WI 54115
LAND SURVEYOR:
DOUGLAS E. WOELZ
MCMAHON ASSOCIATES
1445 MCMAHON DRIVE
NEENAH, WISCONSIN 54956
PHONE #920-751-4200
OBJECTING AUTHORITIES:
- DEPARTMENT OF ADMINISTRATION
APPROVING AUTHORITIES:
- TOWN OF LAWRENCE
- CITY OF DE PERE
- BROWN COUNTY PLANNING COMMISSION

SURVEYOR'S CERTIFICATE
The property as shown and described on this map was surveyed under my direction and control according to the Wisconsin Administrative Code, Chapter A-E7 of Minimum Standards for Property Surveys, and is a correct representation of said survey, to the best of my knowledge and belief.

7-06-2023
date
Revised July 11, 2023
Professional Land Surveyor



BEARINGS ARE REFERENCED TO THE WESTERLY LINE OF LOTS 91 THRU 92 OF WILLIAM'S GRANT, WHICH BEARS N35°40'47"E PER THE WISCONSIN COUNTY COORDINATE SYSTEM AS PUBLISHED FOR BROWN COUNTY.



Curve Table						
Curve #	Radius	Delta	Length	Chord Direction	Chord Length	Tangent
C1	994.93'	013°43'13"	238.25'	N39°39'10"E	237.68'	S46°30'47"W



LOCATION MAP
PLAT OF THE SUBDIVISION OF WILLIAM'S GRANT, TOWN OF LAWRENCE, BROWN COUNTY, WISCONSIN

McMAHON
ENGINEERS ARCHITECTS
McMAHON ASSOCIATES, INC.
1445 MCMAHON DRIVE NEENAH, WI 54956
Mailing: P.O. BOX 1025 NEENAH, WI 54957-1025
PH 920.751.4200 FX 920.751.4284 MCMGRP.COM

McMahon Associates, Inc. provides this plat as a preliminary plat of record. All rights including the right to amend, alter, or modify this plat are reserved by McMahon Associates, Inc. The plat is not to be used for any purpose other than the one intended by McMahon Associates, Inc. without the written consent of McMahon Associates, Inc.

REVISION	
NO.	DATE

PRELIMINARY PLAT
LITTLE RAPIDS SUBDIVISION
TOWN OF LAWRENCE, BROWN COUNTY, WISCONSIN.

SURVEYED DEW	DRAWN AMS
PROJECT NO. L0017 09-20-00292	
DATE JULY 2023	
SHEET NO.	

01



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: August 28, 2023

DEPARTMENT: Planning

FROM: Peter Schlein

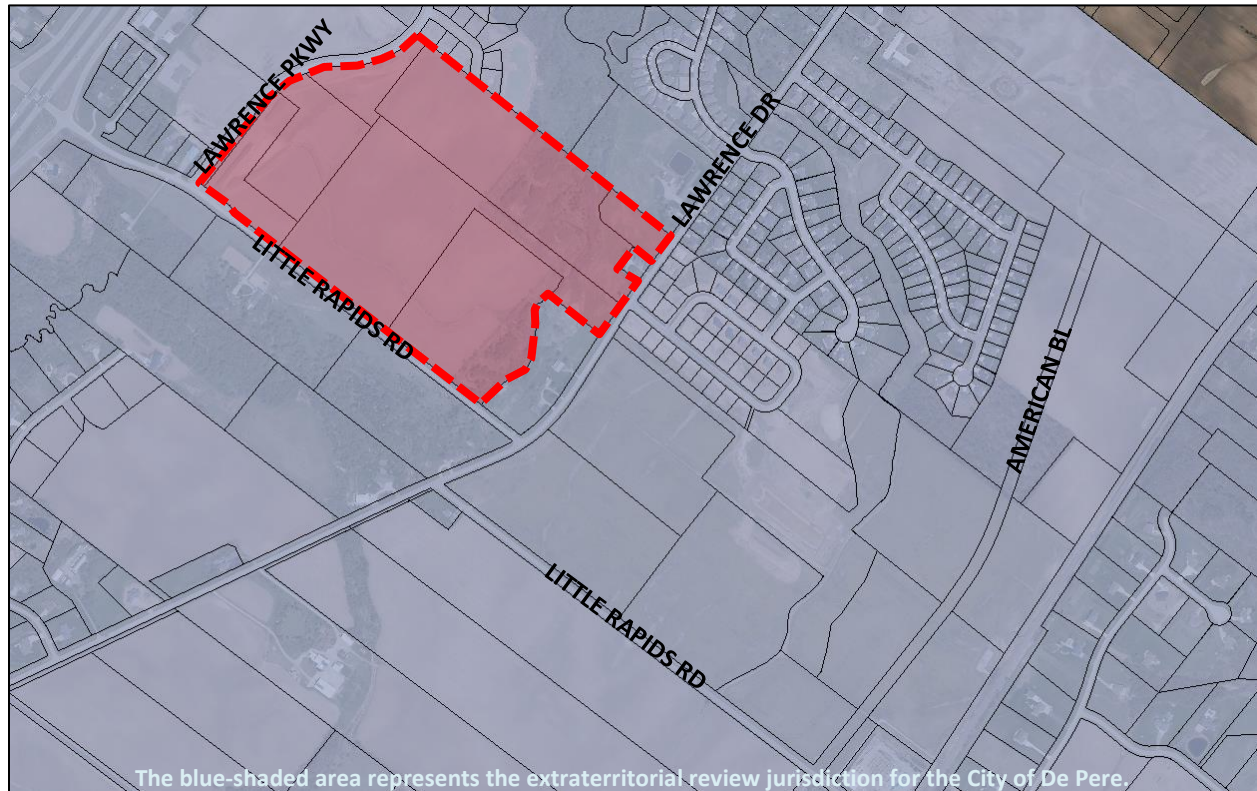
SUBJECT: Consideration and possible action on a 21-lot and 2-outlot extraterritorial final plat of Lawrence Parkway First Addition at 2200-2300 BLK Little Rapids RD in Lawrence (Parcels L-458-6, L-2118, L-2117, L-2116, L-2115, L-2114, L-458, L-456, L-456-2, L-457-3).*

ATTACHMENTS:

- PC Report - FinPlat Lawrence Parkway 1st (DOCX)
- Final Plat and Application (PDF)

- ITEM 8:** Consideration and possible action on a 21-lot and 2-outlot extraterritorial final plat of Lawrence Parkway First Addition at 2200-2300 BLK Little Rapids RD in Lawrence (Parcels L-458-6, L-2118, L-2117, L-2116, L-2115, L-2114, L-458, L-456, L-456-2, L-457-3).*

SITE MAP



- REQUESTED ACTION:** Final Extraterritorial Plat Approval.
- COMMON DESCRIPTION:** 2200-2300 BLK Little Rapids RD, between Lawrence PKWY and Lawrence DR.
- ZONING:** A-1 (Agricultural District) in Lawrence.
- SURROUNDING LAND USES:** Developing residential and natural areas to the north, south, and east. Developing commercial and parklands to the west.
- COMPREHENSIVE PLAN:** Residential in Lawrence. A comprehensive plan amendment is proposed by Lawrence to accommodate future land uses.
- APPLICANT/OWNER:**
- | | |
|---|-----------------------|
| <u>Authorized Representative</u> | <u>Property Owner</u> |
| Douglas E. Woelz, PLS, McMahon Associates | Town of Lawrence |
| 1445 McMahon DR | 2400 Shady CT |
| Neenah, WI 54956 | De Pere, WI 54115 |
- LAND USE HISTORY:** The property remained undeveloped since air photos of 1938.

STAFF REVIEW:

When reviewing a plat, staff considers State Statutes 236 Sections 46-3 through 46-7 of the De Pere Platting and Division of Land Code, the future land use recommendation of the Comprehensive Plan, surrounding land uses, and desired development patterns.

- The proposed plat is 2,680' south of the De Pere City Limits.
- The proposed plat will create 15 residential lots, 6 agricultural lots, and 2 outlots.
- A comprehensive plan amendment and zoning map amendment are proposed by the Town of Lawrence: Lots 54-66, 68, and Outlot 5 are proposed to be rezoned to R-1 (Residential District), and Lots 48-53, and Outlot 4 are proposed to be rezoned to B1 (Business/Commercial District).
- The site is located inside of the sewer service area.
- The De Pere minimum acreage and frontage requirements are 0.18 acres and 75'; the Lawrence minimums are 0. acres and 0'. The final plat lots comply with the acreage and frontage requirements.

The plat meets the criteria of State Statutes 236 and Sections 46-3 through 46-7 of the De Pere Platting and Division of Land Code. The proposed land division does not impact the Comprehensive Plan negatively. The proposed lot size, frontage, and setbacks meet acceptable City requirements.

STAFF RECOMMENDATION:

Staff recommends APPROVAL of the final extraterritorial plat and forwarding the plat to the Common Council for approval, subject to:

1. Meeting all other state and local regulations, including the City of De Pere, Town of Lawrence, and Brown County Planning Commission.



CITY OF DE PERE

APPLICATION FOR
PLAT REVIEW

Fee: \$

Receipt #:

Date:

Read all instructions provided before completing. If additional space is needed, attach additional pages. Type or use black ink.

SECTION 1: Applicant / Permittee Information

Applicant Name (Ind., Org. or Entity) McMahon Associates	Authorized Representative Douglas Woelz	Title Senior Land Surveyor	
Mailing Address 1445 McMahon Drive	City Neenah	State WI	ZIP Code 54957
Email Address dwoelz@mcmgrp.com	Phone Number (incl. area code) 920-751-4200	Fax Number (incl. area code) 920-751-4284	

SECTION 2: Landowner Information (complete these fields when project site owner is different than applicant)

Name (Ind. Org. or Entity) Town of Lawrence	Contact Person Patrick Wetzel	Title Town Administrator	
Mailing Address 2400 Shady Court	City DePere	State WI	ZIP Code 54115
Email Address patrickw@townoflawrence.org	Phone Number (incl. area code) 920-336-9131	Fax Number (incl. area code)	

SECTION 3: Project or Site Location

Project Address/Description Lawrence Parkway First Addition	Parcel No. L-458-7
--	-----------------------

SECTION 4: Plat Review

Review Type:	☐ Preliminary Plat ☒ Final Plat ☐ Condominium Plat		
Fee: \$200.00	Preliminary Plat Fee: \$300 + (____ # of lots and outlots x \$68) Final Plat Fee: \$200 Condominium Plat Fee: \$300 + (____ # of units x \$68) + (____ # of common elements x \$68)		\$ 200.00
Present Use of Parcel:	Farm Land		
Proposed Use of Lots:	Single Family & ~~Business/Commercial District~~ = Agricultural, per owner.		

Please submit 1 hard copy, 1 PDF copy, and 1 CAD copy of the Plat if the property is located within the City or if the property is located within the extraterritorial jurisdiction.

SECTION 5: Certification and Permission

Certification: I hereby certify that I am the owner or authorized representative of the owner of the property which is the subject of this Permit Application. I certify that the information contained in this form and attachments is true and accurate. I certify that the project will be in compliance with all permit conditions. I understand that failure to comply with any or all of the provisions of the permit may result in permit revocation and a fine and/or forfeiture under the provisions of applicable laws.

Permission: I hereby give the City permission to enter and inspect the property at reasonable times, to evaluate this notice and application, and to determine compliance with any resulting permit coverage.

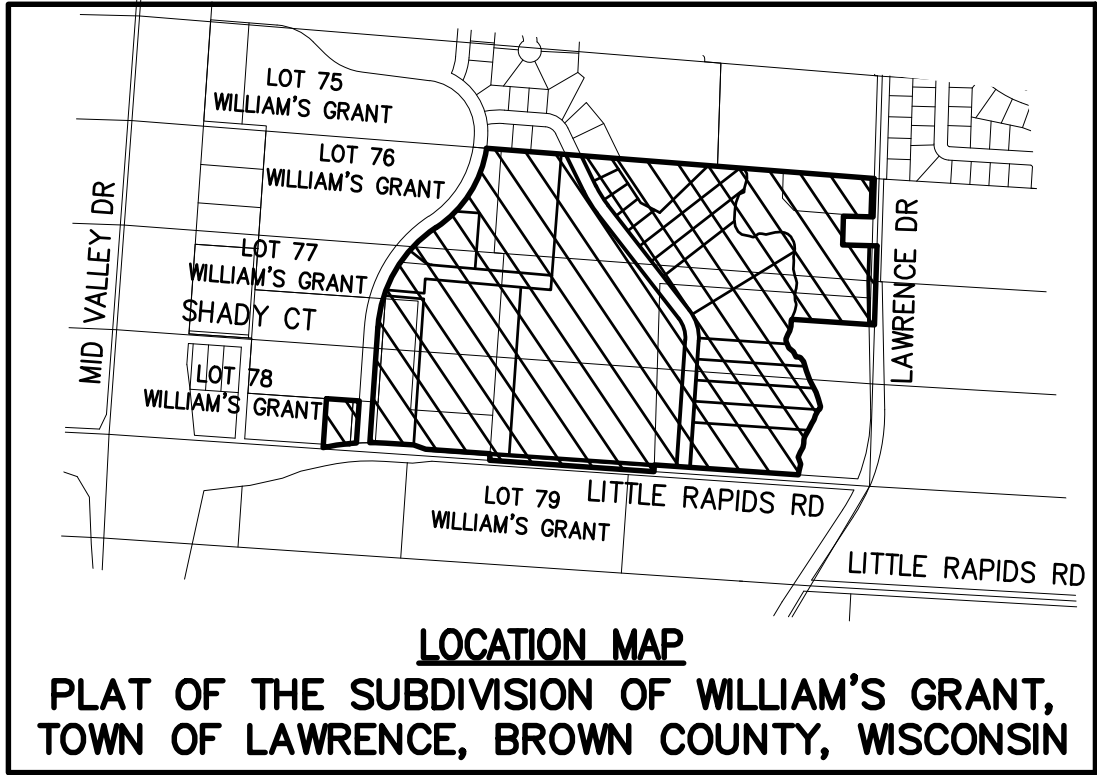
Name of Owner/Authorized Representative (please print) Douglas Woelz	Title Senior Land Surveyor	Phone Number 920-751-4200
Signature of Applicant 		Date Signed 08-01-2023

TO BE COMPLETED BY CITY STAFF

Plat Review authorized by the De Pere Municipal Code, Chapter 46.	
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LAWRENCE PARKWAY FIRST ADDITION

ALL OF LOT 1 OF CERTIFIED SURVEY MAP No. 9269, RECORDED AS DOCUMENT No 2942268, ALL OF LOT 2 OF VOLUME 43 OF CERTIFIED SURVEY MAPS PAGES 339-341 AS MAP No. 6554, RECORDED AS DOCUMENT No. 1891137, ALL OF LOTS 45, 46, 47 AND OUTLOTS 2 & 3 OF LAWRENCE PARKWAY RECORDED AS DOCUMENT NO. 2920886 AND A PART OF LOTS 76, 77 & 78 ACCORDING TO THE RECORDED PLAT OF THE SUBDIVISION OF WILLIAM'S GRANT, ALL LOCATED IN LOTS 76, 77 & 78 ACCORDING TO THE RECORDED PLAT OF THE SUBDIVISION OF WILLIAM'S GRANT, TOWN OF LAWRENCE, BROWN COUNTY, WISCONSIN

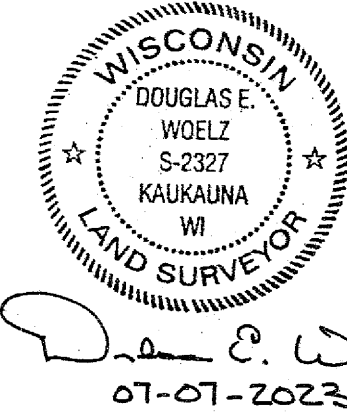


BEARINGS ARE REFERENCED TO THE SOUTHWESTERLY LINE OF LOT 78 WILLIAMS GRANT SUBDIVISION WHICH BEARS S52°10'55"E PER THE PUBLISHED WISCONSIN COUNTY COORDINATE SYSTEM FOR BROWN COUNTY.

100 50 0 100
SCALE - FEET
1" = 100'

OWNER & SUBDIVIDER:
TOWN OF LAWRENCE
2400 SHADY CT
DE PERE WI 54115

LAND SURVEYOR:
DOUGLAS E. WOELZ
MCMAHON ASSOCIATES
1445 MCMAHON DRIVE
NEENAH, WISCONSIN 54956
PHONE #920-751-4200



- OBJECTING AUTHORITIES:
- DEPARTMENT OF ADMINISTRATION
 - CITY OF DE PERE
- APPROVING AUTHORITIES:
- TOWN OF LAWRENCE
 - BROWN COUNTY PLANNING COMMISSION

SOUTHWEST CORNER LOT 78 WILLIAMS GRANT T22N, R19E 1" IRON PIPE WITH PLASTIC CAP FOUND

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____

Department of Administration



LAWRENCE PARKWAY FIRST ADDITION

BROWN COUNTY, WISCONSIN

Curve Table						
Curve #	Radius	Delta	Length	Chord Direction	Chord Length	Bearing
C1	1195.92'	8°24'26"	175.48'	N63°48'52"W	175.32'	S68°01'05"E
C2	680.00'	52°32'44"	623.62'	N64°07'55"E	602.00'	S59°36'39"E
C3	680.00'	14°17'34"	169.63'	N45°00'20"E	169.19'	S89°35'43"E
C4	680.00'	2°36'42"	31.00'	N53°27'28"E	30.99'	
C5	680.00'	20°16'34"	240.63'	S64°54'06"W	239.39'	
C6	680.00'	15°21'54"	182.36'	N82°43'20"E	181.81'	
C7	600.00'	48°05'59"	503.70'	N66°21'17"E	489.04'	S89°35'43"E
C8	600.00'	12°38'47"	132.43'	N84°04'53"E	132.16'	S42°18'18"W
C9	600.00'	35°27'12"	371.27'	N60°01'54"E	365.37'	
C10	1195.92'	3°53'51"	81.35'	N54°17'44"W	81.34'	N56°14'39"W
C11	62.50'	32°58'34"	35.97'	N34°36'35"W	35.48'	
C12	165.00'	41°43'24"	120.15'	S16°57'23"W	117.52'	
C13	635.00'	11°57'44"	132.57'	S02°04'33"E	132.33'	
C14	565.00'	11°57'44"	117.96'	N02°04'33"E	117.75'	
C15	565.00'	8°26'22"	83.22'	N03°50'14"E	83.15'	
C16	565.00'	3°31'22"	34.74'	N02°08'38"W	34.73'	
C17	235.00'	41°43'24"	171.13'	N16°57'23"E	167.37'	
C18	235.00'	6°18'44"	25.89'	N00°44'57"W	25.88'	
C19	235.00'	31°40'12"	129.90'	N18°14'31"E	128.25'	
C20	235.00'	3°44'28"	15.34'	N35°56'51"E	15.34'	

ESA Parcel Line Table		
Line #	Direction	Length
L1	S10°03'17"E	59.33
L2	S65°17'14"W	59.07
L3	S57°43'15"W	41.81
L4	S32°48'48"W	44.69
L5	S18°47'57"W	59.68
L6	S11°09'25"E	85.48
L7	S60°56'34"W	60.03
L8	S38°15'25"W	160.18
L9	S77°01'54"W	20.06
L10	S07°19'58"W	30.24
L11	S51°31'41"E	40.28
L12	S04°59'05"W	37.83
L13	S38°38'59"E	299.07
L14	S10°14'16"W	125.87
L15	S47°33'35"W	79.00
L16	S75°27'45"W	80.44

ESA Parcel Line Table		
Line #	Direction	Length
L17	S61°49'28"W	120.42
L18	S44°08'01"W	110.67
L19	S23°50'56"W	113.35
L20	S05°19'39"W	203.62
L21	S28°39'05"W	132.67
L22	S12°30'39"E	66.23
L23	S10°14'34"W	156.89
L24	S09°58'56"E	137.84
L25	S07°52'49"W	114.05
L26	S37°59'54"W	159.57
L27	S11°42'13"W	62.42
L28	S18°15'10"W	87.87
L29	N88°02'00"E	27.22
L30	S01°54'30"E	160.15
L31	S28°35'39"W	30.96

NOTES:
THIS SUBDIVISION IS ALL OF TAX PARCEL NOS.
L-458-6, L-2118, L-2117, L-2116, L-2115, L-2114,
L-456, L-456-2, L-457-3 & L-458

- LEGEND
- 1 1/4" x 18" ROUND STEEL REBAR WEIGHING 4.30 lbs./lined ft. SET
 - 1 1/4" STEEL REBAR FOUND
 - 1.315" O.D. IRON PIPE FOUND
 - CERTIFIED LAND CORNER BROWN COUNTY
 - S.F. - SQUARE FEET
 - () - RECORDED BEARING AND/OR DISTANCE

- WETLANDS AS DELINEATED BY STACY CAPLAN OF MCMAHON ASSOCIATES DATED DEC. 2018 (SEE ARTIFICIAL WETLAND EXEMPTION DETERMINATION DATED JAN. 3, 2019 EXE-NE-2018-5-00468)
- ZONE AE PER LOMA EFFECTIVE FEBRUARY 16, 2023 TO FEMA MAP NO. 55009C0244F, BROWN COUNTY COMMUNITY
- ENVIRONMENTALLY SENSITIVE AREA (ESA) STEEP SLOPES OF 20% OR GREATER PER BROWN COUNTY GIS MAPPING
- RIGHT-OF-WAY (R.O.W.) LINE
- PROPERTY LINE
- SECTION LINE
- BUILDING SETBACK LINE
- 12' UTILITY EASEMENT

- ENVIRONMENTALLY SENSITIVE AREA (ESA) SETBACK LINE 35' FROM WETLANDS 2 ACRES OR GREATER, 35' FROM FLOODWAY 20' FROM SLOPES OF 20% OR GREATER AND/OR 75' FROM ORDINARY HIGH WATER MARK OF NAVIGABLE WATERWAYS WHICHEVER IS GREATER
- OUTLOT 1 LAWRENCE PARKWAY ESTATES
- ENVIRONMENTALLY SENSITIVE AREA (ESA) SETBACK LINE 35' FROM WETLANDS 2 ACRES OR GREATER, 35' FROM FLOODWAY 20' FROM SLOPES OF 20% OR GREATER AND/OR 75' FROM ORDINARY HIGH WATER MARK OF NAVIGABLE WATERWAYS WHICHEVER IS GREATER
- OUTLOT 5 74679 S.F. 1.714 ACRES
- OUTLOT 59 65850 SF± 1.5 ACRES±
- OUTLOT 60 92040 SF± 1.2 ACRES±
- OUTLOT 61 155335 SF± 3.6 ACRES±
- OUTLOT 62 155483 SF± 3.6 ACRES±
- OUTLOT 63 56317 SF± 1.3 ACRES±
- OUTLOT 64 64556 SF± 1.5 ACRES±
- OUTLOT 65 70462 SF± 1.6 ACRES±
- OUTLOT 66 68731 SF± 1.6 ACRES±
- OUTLOT 67 135031 SF± 3.1 ACRES±
- OUTLOT 68 372602 SF± 8.6 ACRES±
- OUTLOT 69 372602 SF± 8.6 ACRES±
- OUTLOT 70 372602 SF± 8.6 ACRES±
- OUTLOT 71 372602 SF± 8.6 ACRES±
- OUTLOT 72 372602 SF± 8.6 ACRES±
- OUTLOT 73 372602 SF± 8.6 ACRES±
- OUTLOT 74 372602 SF± 8.6 ACRES±
- OUTLOT 75 372602 SF± 8.6 ACRES±
- OUTLOT 76 372602 SF± 8.6 ACRES±
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- OUTLOT 92 372602 SF± 8.6 ACRES±
- OUTLOT 93 372602 SF± 8.6 ACRES±
- OUTLOT 94 372602 SF± 8.6 ACRES±
- OUTLOT 95 372602 SF± 8.6 ACRES±
- OUTLOT 96 372602 SF± 8.6 ACRES±
- OUTLOT 97 372602 SF± 8.6 ACRES±
- OUTLOT 98 372602 SF± 8.6 ACRES±
- OUTLOT 99 372602 SF± 8.6 ACRES±
- OUTLOT 100 372602 SF± 8.6 ACRES±

- WETLANDS AS DELINEATED BY STACY CAPLAN OF MCMAHON ASSOCIATES DATED DEC. 2018 (SEE ARTIFICIAL WETLAND EXEMPTION DETERMINATION DATED JAN. 3, 2019 EXE-NE-2018-5-00468)
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- RIGHT-OF-WAY (R.O.W.) LINE
- PROPERTY LINE
- SECTION LINE
- BUILDING SETBACK LINE
- 12' UTILITY EASEMENT

ALL OTHER LOT CORNERS STAKED WITH 1 5/16" OUTSIDE DIAMETER X 18" ROUND IRON PIPE, WEIGHING 1.68 LBS./LIN. FT.

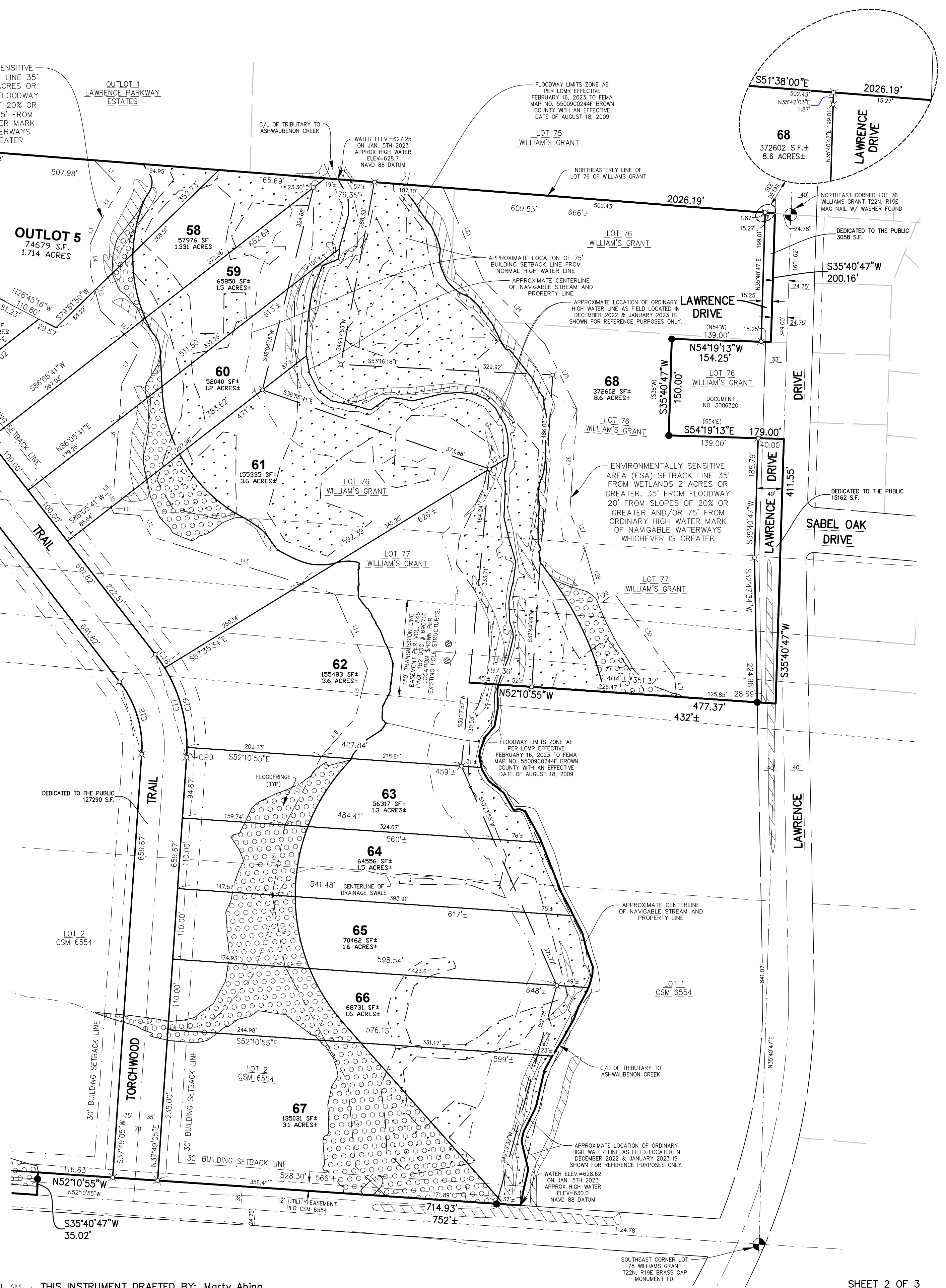


McMAHON
ENGINEERS ARCHITECTS
1445 McMAHON DRIVE, NEENAH, WI 54956
Mailing: P.O. BOX 1025, NEENAH, WI 54957-1025
Tel: (920) 751-4200 Fax: (920) 751-4284
www.mcmagrp.com

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____

Department of Administration



LAWRENCE PARKWAY FIRST ADDITION

ALL OF LOT 1 OF CERTIFIED SURVEY MAP No. 9269, RECORDED AS DOCUMENT No 2942268, ALL OF LOT 2 OF VOLUME 43 OF CERTIFIED SURVEY MAPS PAGES 339–341 AS MAP No. 6554, RECORDED AS DOCUMENT No. 1891137, ALL OF LOTS 45, 46, 47 AND OUTLOTS 2 & 3 OF LAWRENCE PARKWAY RECORDED AS DOCUMENT NO. 2920886 AND A PART OF LOTS 76, 77 & 78 ACCORDING TO THE RECORDED PLAT OF THE SUBDIVISION OF WILLIAM’S GRANT, ALL LOCATED IN LOTS 76, 77 & 78 ACCORDING TO THE RECORDED PLAT OF THE SUBDIVISION OF WILLIAM’S GRANT, TOWN OF LAWRENCE, BROWN COUNTY, WISCONSIN

PROPERTY DESCRIPTION: (Lot 48 containing 40,941 square feet (0.930 acres) of land.)

All of Lot 1 of Certified Survey Map No. 9269, Recorded as Document No. 2942268, located in Lot 78 of the recorded plat of the Subdivision of the William’s Grant, Town of Lawrence, Brown County, Wisconsin.

And
All of Outlot 3 of Lawrence Parkway recorded as Document No. 2920886 located in Lot 78 according to the recorded plat of the Subdivision of William’s Grant, Town of Lawrence, Brown County, Wisconsin.

PROPERTY DESCRIPTION: (Lots 49– thru 67 and Outlots 4 & 5)
All of Lot 2 of Volume 43 of Certified Survey Maps Pages 339–341 as Map No. 6554, recorded as Document No. 1891137, all of Lots 45, 46, 47 and Outlots 2 of Lawrence Parkway recorded as Document No. 2920886 and a part of Lots 76, 77 & 78 according to the recorded plat of the Subdivision of William’s Grant, all located in Lots 76, 77 & 78 according to the recorded plat of the Subdivision of William’s Grant, Town of Lawrence, Brown County, Wisconsin containing 82.45 acres of land more or less and described as follows:

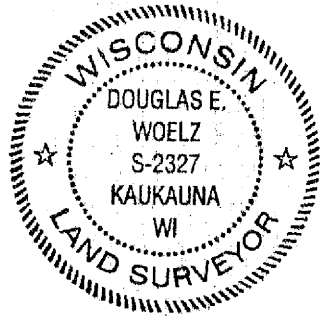
Commencing at the Southwest corner of said Lot 78; Thence S52°10’55”E, 1358.66 feet along the Southwesterly line of said Lot 78 to the Southwesterly extension of the Southeasterly right–of–way line of Lawrence Parkway; Thence N37°51’33”E, 49.44 feet along said Southwesterly extension to the Southwesterly corner of said Outlot 2 and the Point of Beginning; Thence N37°51’33”E, 601.47 feet along the Northwesterly line of said Outlot 2 being the Southeasterly right–of–way line of Lawrence Parkway to the start of a 680.00 foot radius curve to the right; Thence 623.62 feet along the arc of said curve being the Northwesterly line of said Outlot 2 and Lots 45 and 46 and the Southeasterly right–of–way line of Lawrence Parkway having a 602.00 foot chord which bears N64°07’55”E, to the start of a 600.00 foot radius curve to the left; Thence 503.70 feet along the arc of said curve being the Northwesterly line of said Lot 45 and the Southeasterly right–of–way line of Lawrence Parkway having a 489.04 foot chord which bears N66°21’17”E to the Southwest corner of Lot 1 of Lawrence Parkway Estates; Thence S51°38’00”E, 2026.19 feet along the Southwesterly line of Lots 1, 2, 3, 4 and Outlot 1 of Lawrence Parkway Estates and the Northwesterly line of Lot 76 of said recorded plat of the subdivision of William’s Grant to the Northwesterly right–of–way line of Lawrence Drive; Thence S35°40’47”W, 200.16 feet along said Northwesterly right–of–way line of Lawrence Drive to the Northeasterly line of lands described in Document No. 3006320; Thence N54°19’13”W (recorded as N54°W), 154.25 feet along said Northeasterly line to the Northwest corner thereof; Thence S35°40’47”W (recorded as S36°W), 150.00 feet along the Westerly line of said described lands to the Southwest corner thereof; Thence S54°19’13”E (recorded as S54°E), 179.00 feet along the Southerly line of said described lands to the Southeasterly line of said Lot 76; Thence S35°40’47”W, 411.55 feet along the Southeasterly line of said Lots 76 and 77 to the Southeasterly extension of the Northeasterly line of Lot 1 of Volume 43 of Certified Survey Maps Pages 339–341 as Map No. 6554; Thence N52°10’55”W, 477.37 along the Northeasterly line of said Lot 1 and its Northwesterly extension to the start of a Meander line to a tributary of Ashwaubenon Creek, said Point being N52°10’55”W, 45 feet more or less from the centerline of said Tributary; Thence S39°17’57”W, 130.53 feet along said meander line; Thence S10°23’53”W, 371.77 feet along said meander line; Thence S49°19’32”W, 352.08 feet along said Meander line to the Southwesterly line of said Lot 2 of said Certified Survey Map No. 6554 and the termination of said meander line said point being N52°10’55”W, 37 feet more or less from the centerline of said Tributary; Thence N52°10’55”W, 714.93 along the Southwesterly line of said Lot 2 to the Southwest corner thereof; Thence S35°40’47”W, 35.02 feet to the Southwesterly line of said Lot 78; Thence N52°10’55”W, 858.50 feet along said Southwesterly line to the Southwesterly extension of the Southeasterly line of said Lot 47; Thence N37°51’33”E, 35.00 feet along said Southwesterly extension to the Southeast corner of said Lot 47; Thence N52°10’55”W, 336.26 feet along the Southwesterly line of said Lot 47 being the North right–of–way line of Little Rapids Road; Thence N36°29’25”W, 66.04 feet along the Southwesterly line of said Lot 47 being the North right–of–way line of Little Rapids Road; Thence N52°20’48”W, 147.17 feet along the Southwesterly line of said Lot 47 being the North right–of–way line of Little Rapids Road to the start of a 1195.92 foot radius curve to the left; Thence 81.35 feet along the arc of said curve being the North right–of–way line of Little Rapids Road having a 81.34 foot chord which bears N54°17’44”W to the Point of Beginning.

Also including all those Lands lying between the above described meander line and the centerline of the tributary to Ashwaubenon Creek and the respective lot lines extended to said centerline.

That I have made such survey, land division, and plat under the directions of the owners of said land. That such plat is a correct representation of all exterior boundaries of the land surveyed and the subdivision thereof made. That I have fully complied with the provisions of chapter 236 of the Wisconsin Statutes and the Subdivision regulations of the Town of Lawrence and Brown County in surveying, dividing and mapping the same.

Dated this 7th day of July, 2023


Douglas E. Woelz, PLS–2327
Wisconsin Professional Land Surveyor



There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____

Department of Administration 

OWNER CERTIFICATE DEDICATION

Town of Lawrence, as Owners, We hereby certify that we caused the land described on this Plat to be surveyed, divided, mapped and dedicated as represented on the Plat. We also certify that this plat is required by s. 236.10 or s. 236.12 to be submitted to the following for approval or objection.

Department of Administration
Town of Lawrence
City of De Pere
Brown County Planning Commission

Dated this _____ day of _____, 20____.

Dr. Lanny J. Tibaldo, Cindy Kocken
Town Chairperson Town Clerk

State of Wisconsin)

_____)ss
_____) County)

Personally appeared before me on the _____ day of _____, 20____, the above named persons to me known to be the persons who executed the foregoing instrument, and acknowledged the same.

Notary Public

_____) _____ County, _____

My commission expires _____

TOWN OF LAWRENCE APPROVAL:

We hereby certify that Lawrence Parkway First Addition in the Town of Lawrence, Brown County was approved and accepted by the Town Board of the Town of Lawrence on this _____ day of _____, 20____.

Town Chairperson – Dr. Lanny J. Tibaldo Date

STATE OF WISCONSIN

_____)ss
COUNTY OF BROWN

I, Cindy Kocken, being the duly elected, qualified and acting clerk of the Town of Lawrence, Brown County do hereby certify that the Town Board of the Town of Lawrence passed by voice vote on this _____ day of _____, 20____ authorizing me to issue a certificate of approval of Lawrence Parkway First Addition, Town of Lawrence as owners, upon satisfaction of certain conditions, and I do also hereby certify that all conditions were satisfied and the APPROVAL WAS GRANTED AND EFFECTIVE ON THE _____ day of _____, 20____.

Dated _____ Clerk – Cindy Kocken

BROWN COUNTY PLANNING COMMISSION APPROVAL

Approved by the Brown County Planning Commission this _____ day of _____, 20____.

Karl Mueller, Senior Planner Brown County Planning Commission

CITY OF DE PERE APPROVAL

Approved by the City of De Pere Common Council on this _____ day of _____, 20____.

_____) _____
Carey Danen, City Clerk Date

CERTIFICATE OF TREASURERS

As duly elected Town Treasurer, I hereby certify that the records in our office show no unredeemed taxes and no unpaid or special assessments affecting any of the lands included in Lawrence Parkway First Addition as of the date listed below:

Town Treasurer Date
Cindy Kocken

CERTIFICATE OF TREASURERS

As duly elected Brown County Treasurer, I hereby certify that the records in our office show no unredeemed taxes and no unpaid or special assessments affecting any of the lands included in Lawrence Parkway First Addition as of the date listed below:

County Treasurer Date
Paul D. Zeller

NOTES:

A SHORELAND PERMIT FROM THE BROWN COUNTY ZONING ADMINISTRATOR’S OFFICE IS REQUIRED FOR LOTS 51, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68 & OUTLOT 5 PRIOR TO CONSTRUCTION, FILL OR GRADING ACTIVITY WITHIN 300 FEET OF A STREAM.

LOTS 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68 AND OUTLOT 5 INCLUDE WETLAND AREAS THAT MAY REQUIRE PERMITS FROM THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES, ARMY CORP OF ENGINEERS, BROWN COUNTY PLANNING COMMISSION, OR THE BROWN COUNTY ZONING ADMINISTRATOR’S OFFICE PRIOR TO ANY DEVELOPMENT ACTIVITY.

THE WDNr SURFACE WATER VIEWER MAP IDENTIFIES WETLAND INDICATOR SOIL TYPES WITHIN THE SUBJECT PROPERTY. DUE TO WETLANDS INDICATOR SOILS, AND/OR WATERWAYS WITHIN THE SUBJECT PROPERTY, COORDINATE WITH WISCONSIN DEPARTMENT OF NATURAL RESOURCES REGARDING POTENTIAL PROTECTIVE AREAS.

THE PROPERTY OWNERS, AT THE TIME OF CONSTRUCTION, SHALL IMPLEMENT THE APPROPRIATE SOIL EROSION CONTROL METHODS OUTLINED IN THE WISCONSIN CONSTRUCTION SITE EROSION AND SEDIMENT CONTROL TECHNICAL STANDARDS (AVAILABLE FROM THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES) TO PREVENT SOIL EROSION. HOWEVER, IF AT THE TIME OF CONSTRUCTION THE TOWN HAS AN ADOPTED SOIL EROSION CONTROL ORDINANCE, IT SHALL GOVERN OVER THIS REQUIREMENT. THIS PROVISION APPLIES TO ANY GRADING, CONSTRUCTION, OR INSTALLATION–RELATED ACTIVITIES.

ALL ROADS ARE DEDICATED TO THE PUBLIC.

PLANNED MUNICIPAL IMPROVEMENTS TO INCLUDE UTILITIES SUCH AS STORM SEWER, SANITARY SEWER, WATER MAIN, ASPHALT STREETS WITH CONCRETE CURB & GUTTER.

ELEVATIONS AS SHOWN ON THIS PLAN ARE REFERENCED TO PREVIOUS PROJECTS WITHIN THIS AREA. NAVD 88 DATUM (07 ADJUSTMENT).

THE LOCATION OF THE APPROXIMATE ORDINARY HIGH WATER MARK SHALL BE THE POINT ON THE BANK OF THE NAVIGABLE STREAM UP TO WHICH THE PRESENCE AND ACTION OF SURFACE WATER IS SO CONTINUOUS AS TO LEAVE A DISTINCTIVE MARK BY EROSION, DESTRUCTION OF TERRESTRIAL VEGETATION, OR OTHER RECOGNIZED CHARACTERISTICS.

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

RESTRICTIVE COVENANTS

ESA:
LOTS 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68 AND OUTLOT 5 CONTAIN AN ENVIRONMENTALLY SENSITIVE AREA (ESA) AS DEFINED IN THE BROWN COUNTY SEWAGE PLAN. THE ESA INCLUDES WETLANDS, ALL LAND WITHIN 35 FEET OF WETLANDS 2 ACRES OR GREATER, FLOODWAY, ALL LAND WITHIN 35 FEET OF THE FLOODWAY OR 75 FEET BEYOND THE ORDINARY HIGH WATER MARK – WHICHEVER IS GREATER NAVIGABLE WATERWAYS, ALL LAND WITHIN 75 FEET OF THE ORDINARY HIGH WATER MARK OF NAVIGABLE WATERWAYS, STEEP SLOPES OF 20% OR GREATER ASSOCIATED WITH ANY AFOREMENTIONED WATER OR NATURAL RESOURCE FEATURES AND A 20–FOOT SETBACK FROM TOP AND BOTTOM OF STEEP SLOPES DEVELOPMENT, ANY LAND DISTURBING ACTIVITIES ARE RESTRICTED IN THE ESA UNLESS AMENDMENTS ARE APPROVED BY THE BROWN COUNTY PLANNING COMMISSION AND THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES.

LOT DRAINAGE:

THE LAND ON ALL SIDE AND REAR LOT LINES OF ALL LOTS SHALL BE GRADED BY THE LOT OWNER AND MAINTAINED BY THE ABUTTING PROPERTY OWNERS TO PROVIDE FOR ADEQUATE DRAINAGE OF SURFACE WATER.

OUTLOTS 4 & 5 ARE TO BE OWNED & MAINTAINED BY THE TOWN OF LAWRENCE

OUTLOT 4 TO CONTAIN A PRIVATE ROAD AND PARKING AREAS

OUTLOT 5 TO CONTAIN A STORM WATER POND

WDNR NOTES:

THE PARCEL HAS MAPPED WETLANDS AND/OR WETLAND INDICATOR SOILS PRESENT. IF THE CURRENT OR FUTURE LANDOWNER HAS PLANS FOR LAND DISTURBANCE, CONSTRUCTION WORK, GRADING/FILLING, ETC., THE FIRST STEP IS FOR THE LANDOWNER TO HIRE A WETLAND PROFESSIONAL TO REVIEW THE AREA FOR THE PRESENCE OF WETLANDS. A PROJECT THAT RESULTS IN FILLING OF WETLANDS (THROUGH LAND DISTURBING ACTIVITIES) WILL NEED TO COMPLY WITH WETLAND REGULATIONS. FOR MORE INFORMATION ON WETLANDS, PLEASE VISIT HTTP://DNR.WI.GOV/TOPIC/WATERWAYS/CONSTRUCTION/WETLANDS.HTML.

A PUBLIC (NAVIGABLE) WATERWAY MAY EXIST ON/WITHIN 500 FT OF THE PROPERTY. PERMITS MAY BE REQUIRED FOR PROPOSED PROJECTS IN/AROUND A PUBLIC WATERWAY. FOR MORE INFORMATION ON WATERWAY ACTIVITIES, PLEASE VISIT THE DEPARTMENT’S HOMEPAGE ON WETLAND/WATERWAY ACTIVITIES AT HTTP://DNR.WI.GOV/TOPIC/WATERWAYS/.

FOR PLANNED LAND DISTURBANCES OVER 1 ACRE, PLEASE VISIT HTTP://DNR.WI.GOV/TOPIC/STORMWATER/ TO LEARN IF YOU NEED A STORM WATER CONSTRUCTION SITE PERMIT.

FOR FEDERAL WETLAND REGULATIONS, PLEASE CONTACT THE ARMY CORPS OF ENGINEERS AT 920–448–2824 TO LEARN IF A FEDERAL WETLAND APPROVAL IS REQUIRED FOR SITE DEVELOPMENT.

UTILITY EASEMENT PROVISIONS

An easement for electric, natural gas, communications, sanitary sewer, water main and storm sewer service is hereby granted by Town of Lawrence as Grantors, to

Wisconsin Public Service Corporation, a Wisconsin Corporation, Time Warner Cable, AT&T, TDS Metro Com, the Green Bay Metropolitan Sewerage District, City of De Pere and public utilities, grantees,

their respective successors and assigns, to construct, install, operate, repair, maintain and replace from time to time, facilities used in connection with overhead and underground transmission and distribution of electricity and electric energy, natural gas, telephone and cable TV facilities for such purposes as the same is now or may hereafter be used, all in, over, under, across, along and upon the property shown within those areas on the plat designated as "Utility Easement", together with the right to install service connections upon, across, within and beneath the surface of each lot to serve improvements, thereon, or on adjacent lots; also the right to trim or cut down trees, brush and roots as may be reasonably required incidental to the rights herein given, and the right to enter upon the subdivided property for all such purposes. The Grantees agree to restore or cause to have restored, the property, as nearly as is reasonably possible, to the condition existing prior to such entry by the Grantees or their agents. This restoration, however, does not apply to the initial installation of said underground and/or above ground electric facilities, natural gas facilities, or telephone and cable TV facilities or to any trees, brush or roots which may be removed at any time pursuant to the rights herein granted. Structures shall not be placed over Grantees' facilities or in, upon or over the property within the lines marked "Utility Easement" without the prior written consent of Grantees. After installation of any such facilities, the grade of the subdivided property shall not be altered by more than six inches without written consent of grantees. This Utility Easement Provision does not prevent or prohibit others from utilizing or crossing the Utility Easement as the Utility easement(s) are non–exclusive.

The grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.

NO UTILITY TRANSFORMERS OR PEDESTALS ARE TO BE SET WITHIN 2 FEET OF A LOT CORNER MONUMENT.

NO CONDUCTORS ARE TO BE BURIED WITHIN 1 FOOT OF A LOT CORNER MONUMENT.



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: August 28, 2023

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Consideration and possible action to reaffirm the street name
Scotchwood RD and the street name Hardwoods CT as formal
names for two streets in the City of De Pere.*

ATTACHMENTS:

- Memo to PC - Reaffirmation of Street Names (DOCX)

CITY OF DE PERE MEMO



To: James Boyd, Mayor
Plan Commission Members

From: Peter Schleinz, Senior Planner | Zoning Administrator

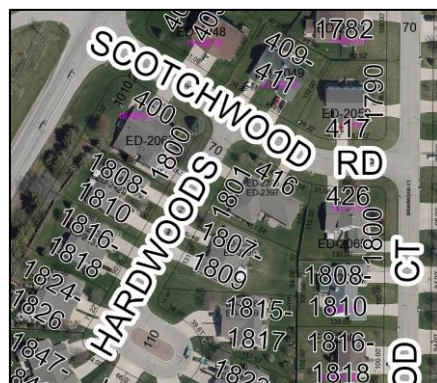
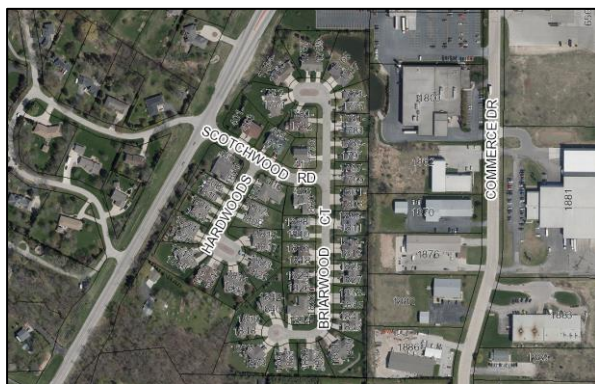
Date: August 28, 2023

RE: **Consideration and possible action to reaffirm the street name Scotchwood RD and the street name Hardwoods CT as formal names for two streets in the City of De Pere.***

Summary

The Briarwood Estates subdivision was recorded in 1997 with the street names Dogwood RD, Weathered Wood CT, and Briarwood CT. The Briarwood Estates First Addition subdivision was recorded a year later in 1998 with the same three streets being named Scotchwood RD, Hardwoods CT, and Briarwood CT. The act of recording a new subdivision over an older subdivision does not formally change or update existing street names. Thus, the City has two streets, each having two names.

- The first street is named both Dogwood RD and Scotchwood RD.
- The second street is named both Weathered Wood CT and Hardwoods CT.
- The third Street has the same name on both plats (Briarwood CT) and does not need review.



Impacted Property Addresses

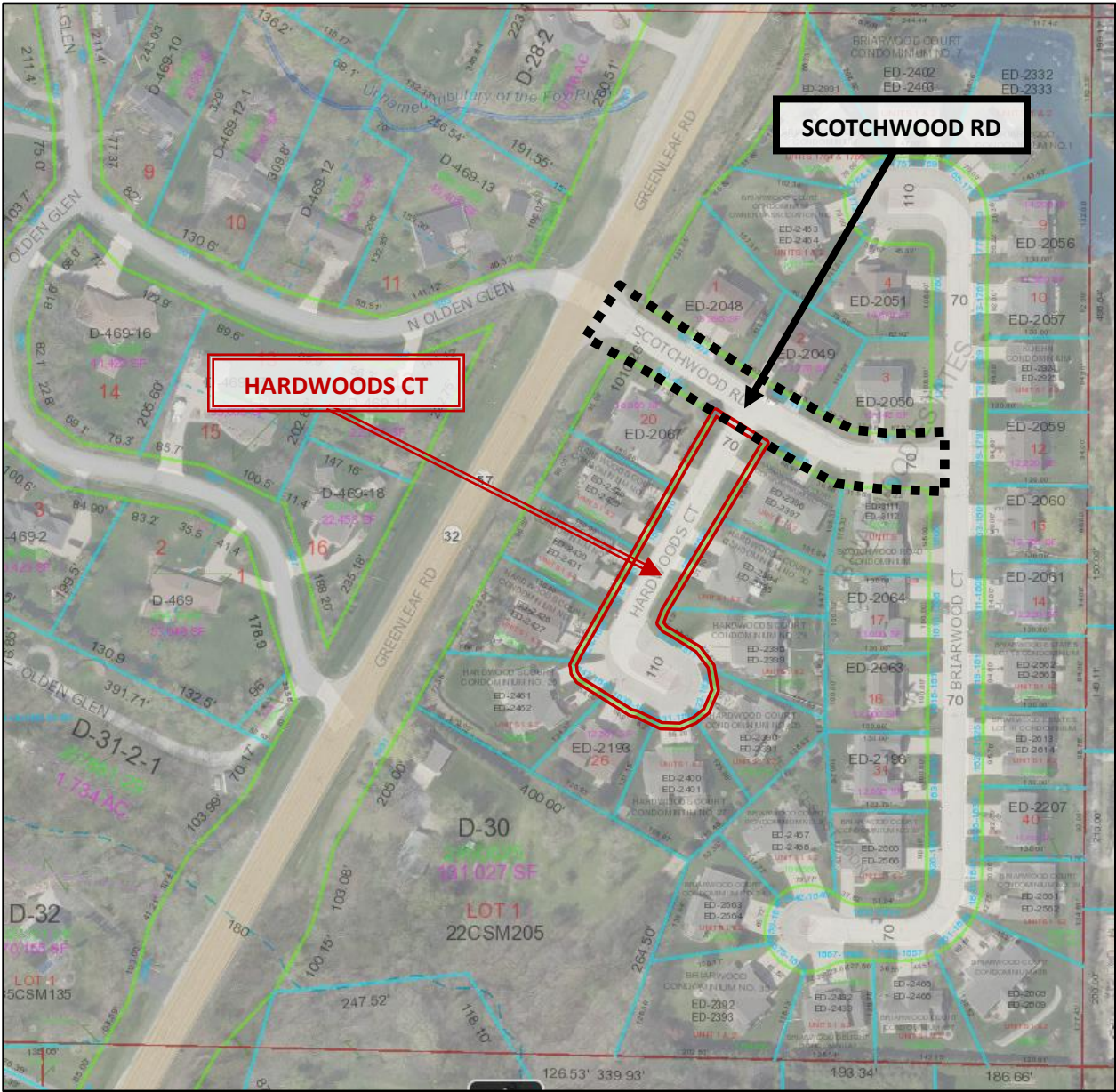
A total of 24 property addresses are impacted. Staff reviewed existing street signs and tax bills and identified that the 1998 plat names match both.

Staff Recommendation

Recommend reaffirming approval of the 1998 recorded plat names and forward the recommendation to the Common Council for approval in a resolution:

1. Reaffirm that "Scotchwood RD" is the street name that is used for the street formally known as both Dogwood RD and Scotchwood RD.
2. Reaffirm that "Hardwoods CT" is the street name that is used for the street formally known as both Weathered Wood CT and Hardwoods CT.

MAP OF STREET NAMES FOR SCOTCHWOOD RD AND HARDWOODS CT



May 9, 2023 (preliminary) Air Photograph



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: August 28, 2023

DEPARTMENT: Planning

FROM: Peter Schleinz

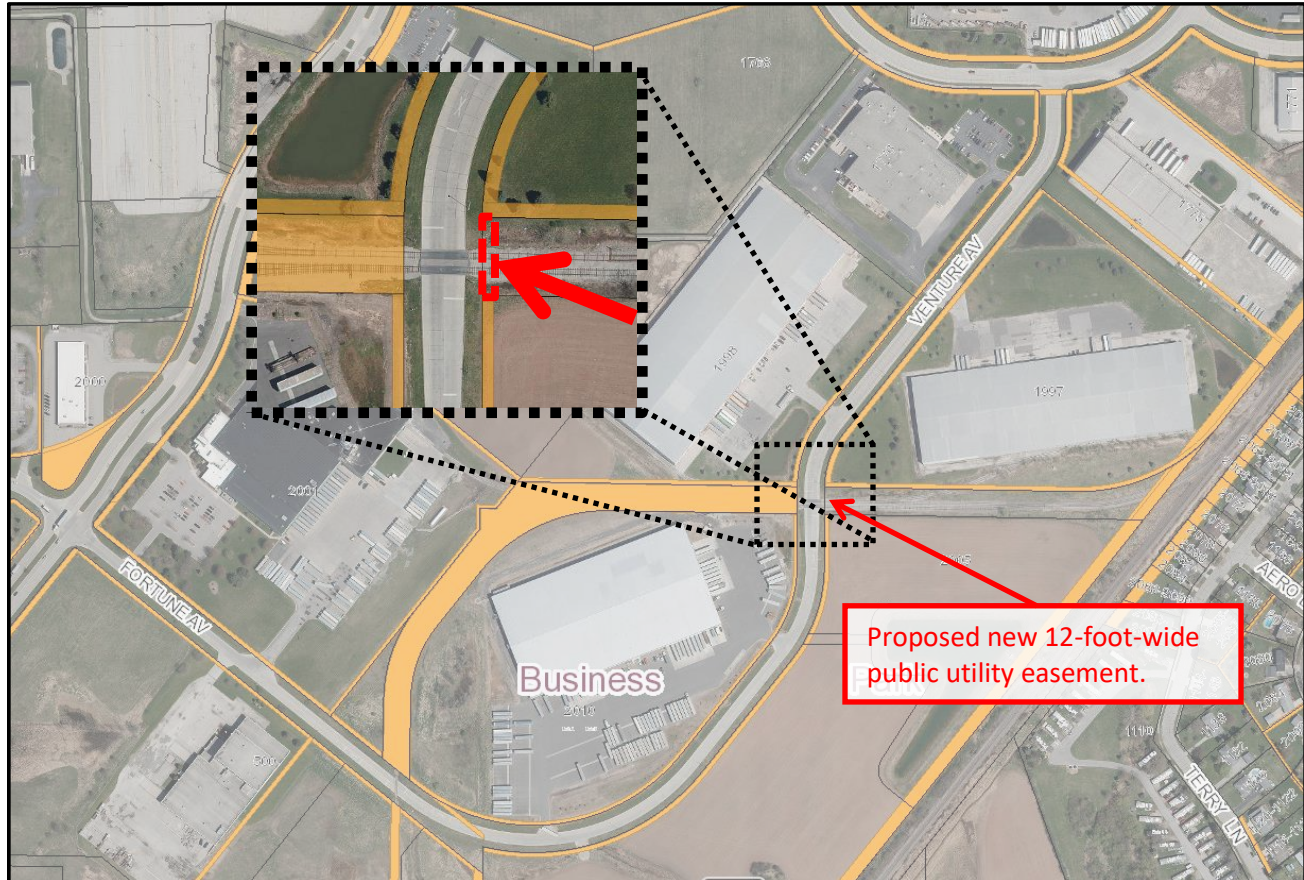
SUBJECT: Consideration and possible action for a new 12-foot-wide public utility easement at 1900 BLK Venture AV (Parcel WD-D0079-A).*

ATTACHMENTS:

- PC Report - 12' easement (DOCX)
- NEW EASEMENT APPLICATION - 15 Aug 2023 (PDF)
- Legal Description (RTF)

ITEM 10: Consideration and possible action for a new 12-foot-wide public utility easement at 1900 BLK Venture AV (Parcel WD-D0079-A).*

SITE MAP



REQUESTED ACTION:	New public utility request.
COMMON DESCRIPTION:	1900 BLK Venture AV, between E Matthew DR and American BL on the east side of the street.
ZONING:	PI-1 (Neighborhood Public & Institutional District).
SURROUNDING LAND USES:	Business park (BP-2) and railroad spur (PI-1) to the north, east, and west. Developing business park (BP-2) to the south.
COMPREHENSIVE PLAN:	Business Park
APPLICANT/OWNER:	Applicant and Owner Eric Rakers, City Engineer City of De Pere 335 S Broadway ST De Pere, WI 54115
SITE HISTORY:	The railroad spur existed in the 1980s before the construction of Venture AV in the 1990s.

- STAFF REVIEW:** The City of De Pere is requesting a new 12-foot-wide public utility easement along Venture AV, at the west street-fronted property line of Parcel WD-D0097-A. The new easement will connect existing street-fronted public utility easements that are located to the north and south of the railroad spur.
- STAFF RECOMMENDATION:** Staff recommends APPROVAL of the public utility easement request and forwarding the recommendation to the Common Council for final approval at a future meeting. The final easement language will be subject to the final approval of the City Attorney's office.

CITY OF DE PERE
RECEIVED
AUG 15 PM 10
PLANNING DEPT.

	CITY OF DE PERE		Fee: ~~\$ 375.00~~
	APPLICATION FOR RELEASE OF EASEMENTS & NEW EASEMENTS		Receipt #: No fee for City project.
			Date: 14 Aug 2023

Read all instructions provided before completing. If additional space is needed, attach additional pages. Type or use black ink.

SECTION 1: Applicant / Permittee Information

Applicant Name (Ind., Org. or Entity) City of De Pere	Authorized Representative Eric Rakers	Title City Engineer	
Mailing Address 335 S Broadway ST	City De Pere	State WI	ZIP Code 54115
Email Address erakers@deperewi.gov	Phone Number (incl. area code) 920.339.8304	Fax Number (incl. area code)	

SECTION 2: Landowner Information (complete these fields when project site owner is different than applicant)

Name (Ind. Org. or Entity)	Contact Person	Title	
Mailing Address	City	State	ZIP Code
Email Address	Phone Number (incl. area code)	Fax Number (incl. area code)	

SECTION 3: Project or Site Location

Project Address/Description 1900 BLK Venture AV / New 12' Public Utility Easement	Parcel No. WD-D0076-A
---	---------------------------------

SECTION 4: Easement Information

Existing Zoning:	PI-1
Present Use of Parcel:	City owned Railroad Spur
Proposed Use of Parcel:	City owned Railroad Spur

Submit the following with application:

- 1-Scaled exhibit map identifying easement.
- 2-Legal description for easement.
- 3-Sample of document(s) the petitioner will use for recording purposes.
- 4-Summary/description of reason why easement needs to be release and or created.
- 5-Statement from all affected utilities indicating they agree with release and/or new easement.

SECTION 5: Certification and Permission

Certification: I hereby certify that I am the owner or authorized representative of the owner of the property which is the subject of this Permit Application. I certify that the information contained in this form and attachments is true and accurate. I certify that the project will be in compliance with all permit conditions. I understand that failure to comply with any or all of the provisions of the permit may result in permit revocation and a fine and/or forfeiture under the provisions of applicable laws.

Permission: I hereby give the City permission to enter and inspect the property at reasonable times, to evaluate this notice and application, and to determine compliance with any resulting permit coverage.

Name of Owner/Authorized Representative (please print) Eric Rakers	Title City Engineer	Phone Number 920.339.8034
Signature of Applicant 		Date Signed 14 Aug 2023

TO BE COMPLETED BY CITY STAFF

Easement Release authorized by the De Pere Municipal Code, Chapter 46.

Supporting Documents

Proposed new 12' Public Utility Easement at 1900 BLK Venture AV (Parcel WD-D0076)

1. Scaled Exhibit map identifying easement.

See attached page 1 from CSM #8696.

2. Legal description for easement.

Part of Outlot 3 of Certified Survey Map No. 8696 Recorded in the Brown County Register of Deeds Volume 61 of Certified Survey Maps on Page 345 as Document 2753578, being part of the Southwest Quarter of the Northeast Quarter (SW 1/4 – NE 1/4) of Section 32 Township 23 N, Range 20 E, City of De Pere, County of Brown, State of Wisconsin, more particularly described as follows:

A 12-foot-wide easement strip, described as the West 12 feet of said Outlot 3, lying East of and abutting the Easterly right of way line of Venture Ave.

3. Sample of document(s) the petitioner will use for recording purposes.

Documents to be drafted by the City Attorney' office.

4. Summary description of reason why easement needs to be released or created.

Creating a 12' public utility easement along the edge of the Venture AV ROW completes the connection of easements that already exist to the north (shown on CSM #5535 from 1977) and south (shown on CSM #8649 from 2016).



5. Statement from all affected utilities indicating they agree with release and/or new easement.

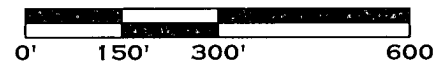
Statement not required because a new public utility is being created and access to existing easements does not change with the request.

BEARINGS ARE REFERENCED TO THE SOUTH LINE OF THE SW 1/4 OF SECTION 32, T23N, R20E. RECORDED TO BEAR N89°03'19"W. SCALE: 1"= 300'

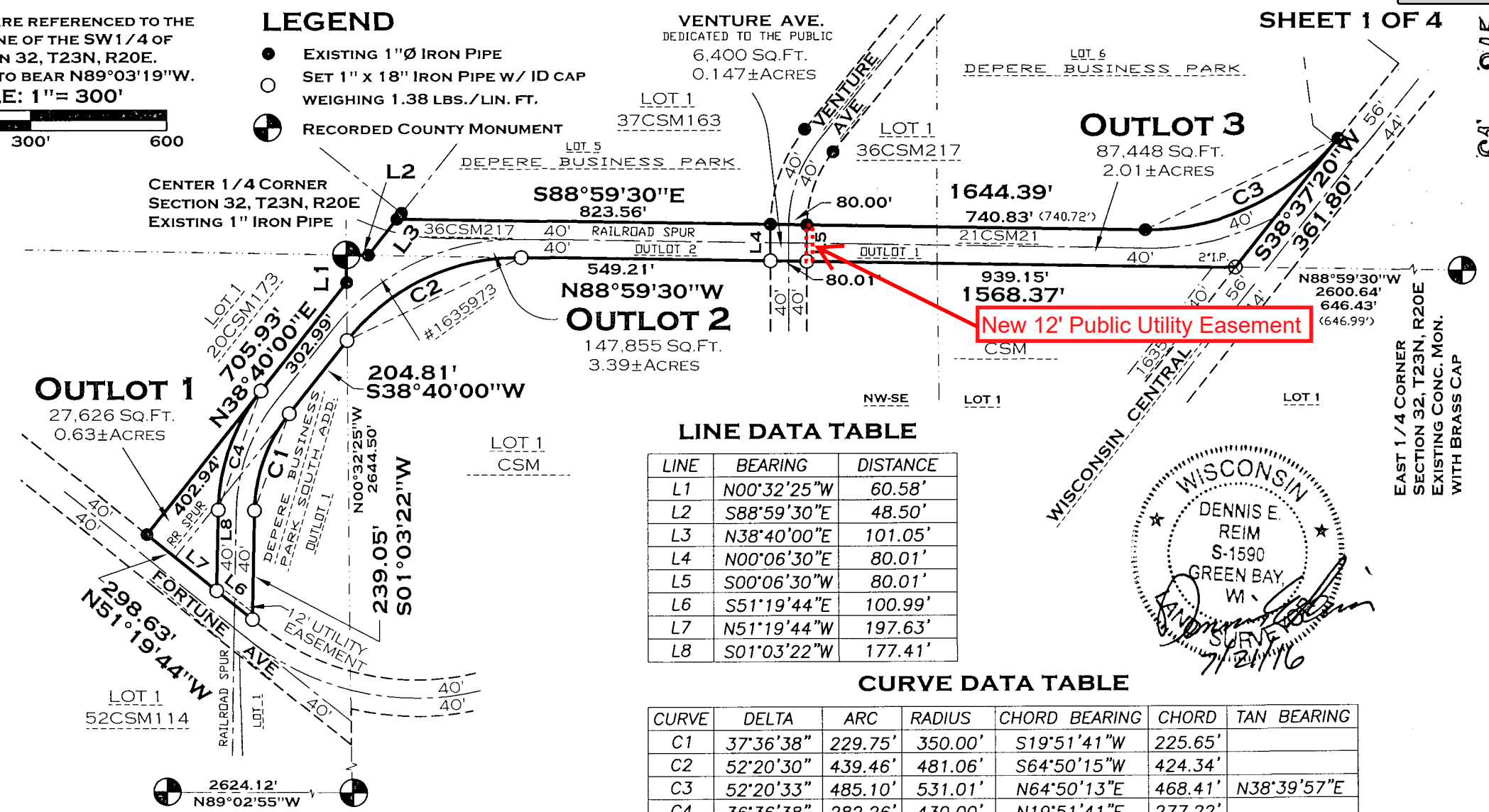
8696

LEGEND

- EXISTING 1"Ø IRON PIPE
- SET 1" X 18" IRON PIPE W/ ID CAP WEIGHING 1.38 LBS./LIN. FT.
- ⊙ RECORDED COUNTY MONUMENT



FILE: R:\0404415CSM.DWG

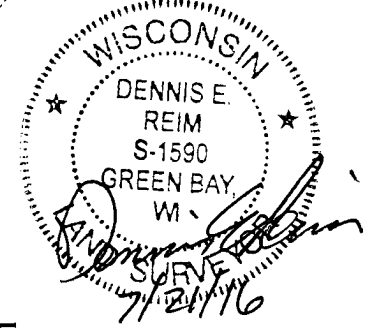


LINE DATA TABLE

LINE	BEARING	DISTANCE
L1	N00°32'25"W	60.58'
L2	S88°59'30"E	48.50'
L3	N38°40'00"E	101.05'
L4	N00°06'30"E	80.01'
L5	S00°06'30"W	80.01'
L6	S51°19'44"E	100.99'
L7	N51°19'44"W	197.63'
L8	S01°03'22"W	177.41'

CURVE DATA TABLE

CURVE	DELTA	ARC	RADIUS	CHORD BEARING	CHORD	TAN BEARING
C1	37°36'38"	229.75'	350.00'	S19°51'41"W	225.65'	
C2	52°20'30"	439.46'	481.06'	S64°50'15"W	424.34'	
C3	52°20'33"	485.10'	531.01'	N64°50'13"E	468.41'	N38°39'57"E
C4	36°36'38"	282.26'	430.00'	N19°51'41"E	277.22'	



CERTIFIED SURVEY MAP

PART OF RAILROAD SPUR DEDICATED TO THE PUBLIC AND ALL OF OUTLOT 1, DE PERE BUSINESS PARK SOUTH ADDITION, ALL OF RAILROAD SPUR DEDICATED TO THE PUBLIC IN VOLUME 36 OF CERTIFIED SURVEY MAPS, PAGE 217, MAP NUMBER 5535, ALL OF RAILROAD SPUR DEDICATED TO THE PUBLIC IN VOLUME 21 OF CERTIFIED SURVEY MAPS, PAGE 21, MAP NUMBER 3669 BEING PART OF LOT 5 AND 6, DE PERE BUSINESS PARK, LOCATED IN PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 AND THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4, PART OF GOVERNMENT LOT 1, PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4, PART OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4, SECTION 32, T23N, R20E, CITY OF DE PERE, BROWN COUNTY, WISCONSIN.



Robert E. Lee & Associates, Inc.
ENGINEERING, SURVEYING, ENVIRONMENTAL SERVICES
1250 CENTENNIAL CENTRE BLVD.
HOBART, WI 54155
INTERNET: www.releeinc.com
PHONE: (920) 662-9641
FAX: (920) 662-9141

2753578

Legal Description

Part of Outlot 3 of Certified Survey Map No. 8696 Recorded in the Brown County Register of Deeds Volume 61 of Certified Survey Maps on Page 345 as Document 2753578, being part of the Southwest Quarter of the Northeast Quarter (SW 1/4 – NE 1/4) of Section 32 Township 23 N, Range 20 E, City of De Pere, County of Brown, State of Wisconsin, more particularly described as follows:

A 12-foot-wide easement strip, described as the West 12 feet of said Outlot 3, lying East of and abutting the Easterly right of way line of Venture Ave.



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: August 28, 2023

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Consideration and possible action to approve a \$4,900 proposal from Duncan Associates to incorporate year 2023 quarterly Zoning Ordinance updates into the Zoning Ordinance.*

ATTACHMENTS:

- Memo to PC - Zoning Ordinance - Duncan Associates Consultant (DOCX)
- CodificationServicesProposal (PDF)

CITY OF DE PERE MEMO



To: James Boyd, Mayor
Plan Commission Members

From: Peter Schleinz, Senior Planner | Zoning Administrator

Date: August 28, 2023

RE: **Consideration and possible action to approve a \$4,900 proposal from Duncan Associates to incorporate year 2023 quarterly Zoning Ordinance updates into the Zoning Ordinance.***

Summary

On January 1, 2023 the City of De Pere released a new Zoning Ordinance. The new Zoning Ordinance was crafted by staff and the consultant Duncan Associates. The new Zoning Ordinance was kept current with Plan Commission and Common Council approving quarterly revisions in March/April 2023 and June/July 2023.

The attachment is a \$4,900 proposal for Duncan Associates to incorporate recent 2023 approved revisions into the new Zoning Ordinance Document. The first and second-quarter revisions will be completed within two weeks of the final contract approval, and the third and fourth-quarter revisions will be completed within two weeks of staff submitting revisions to Duncan Associates.

Consultant and Staff Budgeting

For the year 2023, Development Services has consultant funds available to revise the new Zoning Ordinance. For the year 2024, Development Services will be budgeting for the software necessary to complete the updates internally by staff.

Maintaining Simplicity

The new Zoning Ordinance currently resides as one document with two accessory revision documents. Once the revisions are incorporated into the new Zoning Ordinance, staff, elected officials, and the public can again simply use the new Zoning Ordinance without cross-referencing the accessory revision documents.

Staff Recommendation

Recommend approval of the proposal from Duncan Associates to incorporate 2023 quarterly updates into the new Zoning Ordinance and forward the recommendation to the Common Council for approval.

duncan | associates

August 15, 2023

1 East Wacker Drive
Suite 2700
Chicago IL 60601

Phone: 312 527 2500
Fax: 312 268 7418
duncanassociaies.com

Peter Schleinz
Zoning Administrator
City of De Pere
335 South Broadway
De Pere WI 54115

RE: Zoning Ordinance Update/Codification Services Proposal

Dear Mr. Schleinz:

Per your request, Duncan Associates (Duncan), along with our partner Codametrics, is pleased to submit this letter proposal to perform zoning ordinance codification services for the City of De Pere. Such services entail the incorporation of adopted zoning ordinance text amendments into the City's overall zoning ordinance.

The City is seeking the following services from Duncan and Codametrics:

1. Incorporation of omnibus zoning text amendments for Q1 2023.
2. Incorporation of omnibus zoning text amendments for Q2 2023.
3. Incorporation of omnibus zoning text amendments for Q3 2023.
4. Incorporation of omnibus zoning text amendments for Q4 2023.

No attendance at Common Council or other meetings or other additional services are contemplated in this proposal.

The zoning ordinance codification services described in this proposal will be performed for the total lump sum cost of \$4,900, which will be billed in equal increments at the conclusion of each quarterly update (i.e., \$1,225 per quarterly update).

This fee proposal is based on our mutually agreed upon estimates of the nature and extent of amendments expected for Q3 and Q4 2023. If the engagement entails considerably more time than estimated due to issues that could not reasonably have been foreseen at the time of this proposal or if the scope is changed, we reserve the right to request additional funding for such unanticipated work. In this event, we will discuss the matter with you so that a mutually acceptable revision may be made to this agreement.

Quarterly amendments for Q1 and Q2 2023 will be incorporated within 2 weeks of final contract approval. Quarterly amendments for subsequent quarterly amendments for 2023 will be completed within 2 weeks of receipt of the final adopted text amendments.

De Pere Zoning Ordinance Codification Services Proposal (Duncan/Codametrics)
Page 2

We appreciate the opportunity to continue to assist the City of De Pere and look forward to working with you. Please sign and return a copy of this letter to indicate the City's agreement to these terms.

Sincerely,



Kirk R. Bishop
 Principal/Owner

Accepted: _____

Signature	Date

Printed Name	Title



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: August 28, 2023

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Consideration and possible action to award a contract for a 2023 Comprehensive Housing Study and Action Plan to Camoin Associates.*

ATTACHMENTS:

- Memo to PC - 2023 Comprehensive Housing Study and Action Plan (DOCX)
- Camoin Associates - Saratoga Springs NY - Proposal for Comprehensive Housing Study and Action Plan - 30 pages(PDF)
- RE_ Reconnecting RE_ Comprehensive Housing Study - Camoin Supplement - 18 Aug 2023 (MSG)
- DE PERE RFP - Respond by July 31, 2023 (PDF)

CITY OF DE PERE MEMO



To: James Boyd, Mayor
Plan Commission Members

From: Peter Schleinz, Senior Planner | Zoning Administrator

Date: August 28, 2023

RE: **Consideration and possible action to award a contract for a 2023 Comprehensive Housing Study and Action Plan to Camoin Associates.***

Summary

On June 26, 2023 Plan Commission approved the distribution of a Request for Proposals (RFP) to qualified planning individuals or project teams to prepare a comprehensive housing study and action plan to help elected officials, City staff, stakeholders, and community members develop a meaningful sense of the housing market, as well as an understanding of key housing issues, and how they affect the City of De Pere. The study and action plan are intended to offer community leaders and stakeholders a basis for formulating community-specific housing priorities, policy alternatives and intervention strategies, including land use and zoning decisions. The study should help guide decisions related to the allocation of public funds and other resources.

City staff received a total of five RFP responses from the following agencies:

- Amarach Planning Services
- Camoin Associates
- Fourth Economy
- Green Bicycle Company
- MSA

A concise staff selection team, consisting of Dan Lindstrom (Development Services), Peter Schleinz (Development Services), and Larry Delo (City Administrator), reviewed, and ranked qualifying responses to identify the best selection for the project. Camoin Associates was selected because of their robust team, and examples provided from different parts of the country that may bring new ideas back to this part of the Midwest.

Timeline and Budget

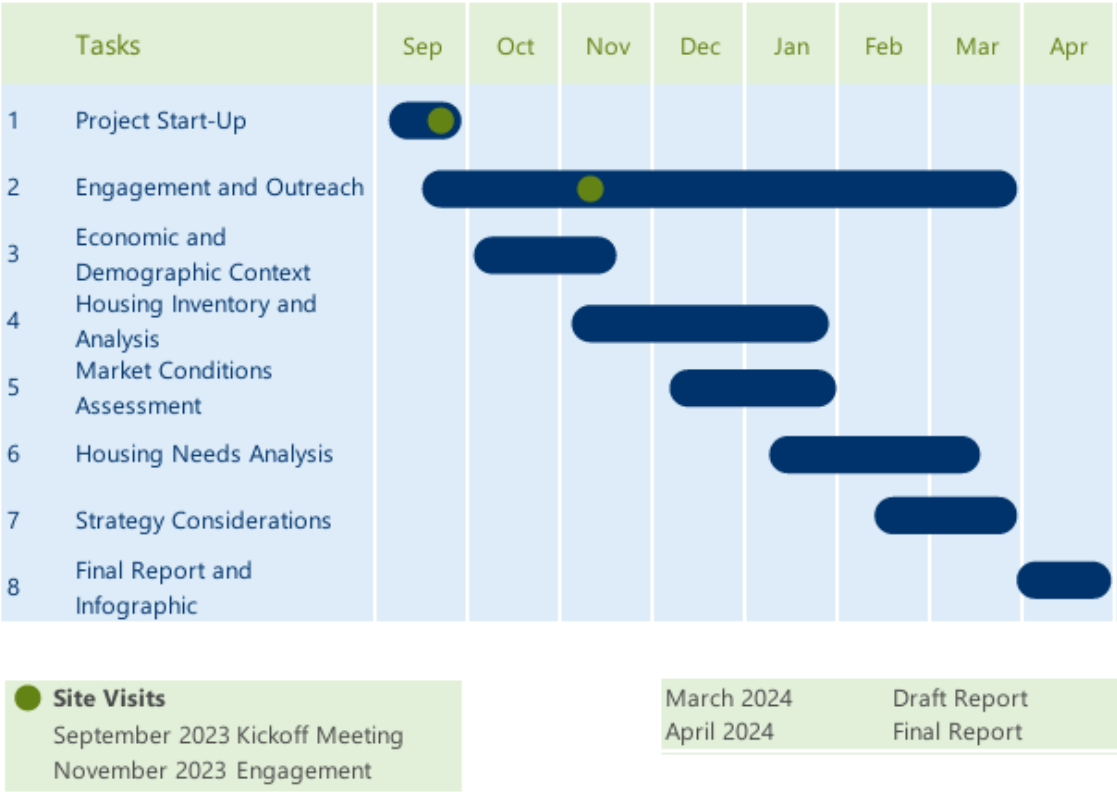
Camoin Associates proposes project completion within eight months after an initial kick-off meeting. (April-May 2024). The proposal includes the project start-up, engagement and outreach, economic and demographic context, housing inventory and analysis, strategy considerations, a final report and infographics. The total estimated budget is an all-inclusive \$49,500. A representative timeline is included on the following page.

Staff Recommendation

Recommend approval of the proposal from Camoin Associates for the 2023 Comprehensive Housing Study and Action Plan as outlined in the RFP and forward the recommendation to the Common Council for approval.

PROJECT SCHEDULE

We will complete the project within **eight (8) months** of the project kickoff meeting, as shown in the table below.





PROPOSAL FOR

Comprehensive Housing Study and Action Plan

City of De Pere, WI

SUBMITTED TO:

Peter Schleinz, Senior Planner
City of De Pere, WI
335 S Broadway
De Pere, WI 54115

July 31, 2023

PRESENTED BY:



PO Box 3547
Saratoga Springs, NY 12866
518-899-2608
www.camoinassociates.com



July 31, 2023

Dear City of De Pere,

When I started my economic development career in the public sector, I often found myself paging through proposals like this one, looking for the right team that understood our needs and could offer the best solution. With that experience and perspective in mind, I hope we convey a few very important messages about our philosophy, experience, and approach.

- First, **every client, problem, and solution is unique**. We know this work but also understand that your needs and objectives must be understood from the outset so that we can provide a comprehensive, tailored, and successful solution.
- Second, we believe that **quality, attainable housing** is critical to maintaining a sustainable economy, a healthy vibrant community, and sound fiscal conditions that **offer opportunity and prosperity for all**.
- Third, we absolutely love what we do and **care deeply about this work** and the people it impacts.

Since Camoin Associates began in 1999, our intent has not wavered — to support efforts like the City of De Pere's to create opportunities that allow individuals, families, and communities to prosper. In the last six years, we have completed over 30 housing studies in a dozen different states.

As a full-service economic development firm, we cover the gamut of representative work, including real estate market analyses, strategic plans, economic and fiscal impact studies, and business retention and attraction initiatives.

Our seasoned staff has decades of experience. We will bring this depth of experience to De Pere, Wisconsin, taking a comprehensive look at the city's current housing conditions and market trends, and offering where opportunities to align housing needs with housing solutions might exist. We will develop measurable strategies that capitalize on market opportunities and zoning interventions. The result? A city where quality housing is safe, financially attainable, and fulfilling the needs of the local workforce and long-term residents.

An overview of the proposal is as follows:

Budget: \$49,500

Schedule: All planning work completed within eight (8) months from the initial kickoff meeting

Key Staff: **Principal-in-Charge:** Daniel Stevens, AICP, Director of Real Estate Development Services
Project Manager: Robert O'Brien, Senior Housing Specialist
Research and Analysis: Tom Dworetsky, AICP, Director of Research

Site Visits: Two (2) in-person site visits

Thank you for considering our proposal. We hope to have the opportunity to share our expertise with you. Please note that we remain open to discussing the modification of our proposed scope and fee to best meet your needs and budget.

I can be reached at rcamoin@camoinassociates.com or 518-487-9587 if you have any questions.



Yours respectfully,

A handwritten signature in blue ink, appearing to read 'RCamoin', with a long horizontal flourish extending to the right.

Robert Camoin, CEcD

President & CEO



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MEET OUR PROJECT TEAM.....	ERROR! BOOKMARK NOT DEFINED.
SCOPE, APPROACH & SCHEDULE.....	ERROR! BOOKMARK NOT DEFINED.
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ABOUT CAMOIN ASSOCIATES



Quality housing has the power to change people's lives forever. It improves self-esteem, strengthens families, and contributes to economic vitality. I founded Camoin in 1999 to multiply that dynamic and, in the process, change communities for the better.

ROB CAMOIN, PRESIDENT & CEO, CAMOIN ASSOCIATES



OUR PURPOSE

At Camoin Associates, we believe a meaningful job that provides purpose, hope, and a good income is what it is all about. It takes hard work to achieve that goal for entire communities, so everyone can have a chance to prosper. That's where we come in. We work with public officials to target resources to improve the business climate in communities and we help business leaders and not-for-profit executives resolve tough management issues.



OUR PEOPLE

We live where we work and love it. With staff in several regional offices across the nation, from New England and Virginia to Montana and the Pacific Northwest, we know what makes life interesting: exceptional people and places. We are professionals without pretense. We enjoy helping our clients make good things happen.



OUR COMMITMENT

We want you to succeed. The work we do for you will be integrated, pragmatic, forward-leaning, intelligent, and actionable.

WHAT WE DO



OUR BACKGROUND

Camoin Associates was founded by Robert Camoin in 1999 with a commitment to improving the economic well-being of communities. Along the way, we've completed over 1,700 projects in 46 states and the US Virgin Islands and helped advance prosperity for entrepreneurs, small businesses, multinational corporations, rural villages, cities, counties, and metropolitan regions. Today we are 28 highly skilled professionals who work diligently to analyze and understand data, build consensus, and creatively manage complex situations.



OUR APPROACH

We find simple and elegant solutions amidst complex realities. We know how to step into your position to profoundly understand your challenges before stepping back to assimilate a broad perspective. Along the way, we become your trusted adviser as we work together to answer perplexing questions and break through the obstacles that stand in your way.



OUR SPECIALTIES

We work with public officials to create and implement strategies and actions that improve the quality of life for communities, and we help business leaders and not-for-profit executives deal with tough issues. Simply stated, we stimulate investment.

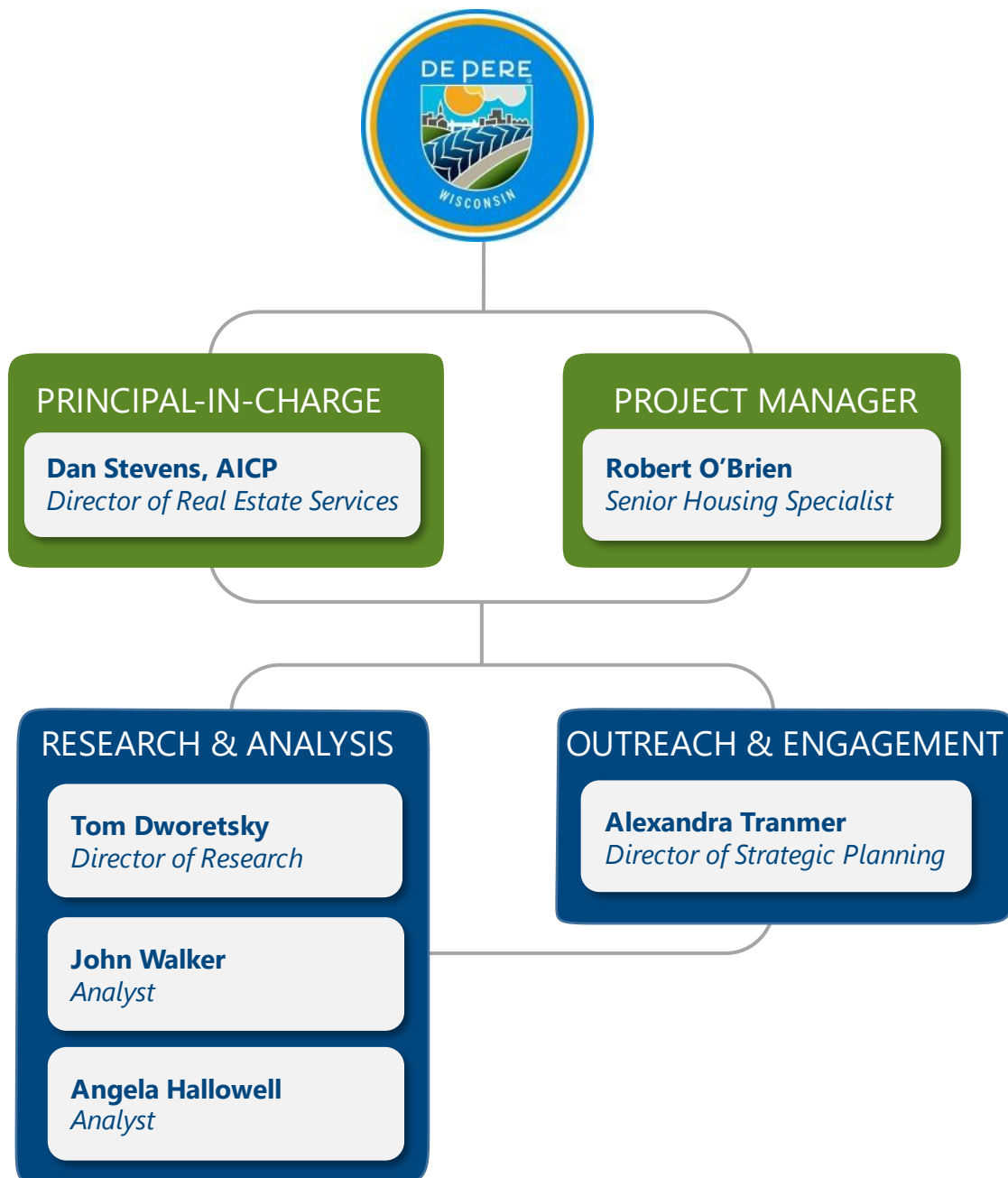


- Strategic and organizational planning
- Industry and workforce analytics
- Economic and fiscal impact analysis
- Real estate development services
- Lead generation and business relationships
- Entrepreneurship and innovation

Economic development is a process that requires a comprehensive understanding and unique approach for advancing economic prosperity—that's what we do.

MEET OUR PROJECT TEAM

Our project team includes real estate, housing, and planning experts, supported by a staff of experienced analysts. Dan Stevens, Director of Real Estate Development Services at Camoin Associates, brings over a decade of real estate and housing experience to the project and will oversee the study as Principal-in-Charge. Robert O'Brien, Senior Housing Specialist, will serve as project manager and bring his vast housing expertise to this effort. Dan and Robert will be supported by additional experts at Camoin, including Tom Dworetsky, Director of Research and Alexandra Tranmer, Director of Strategic Planning who will oversee the technical analysis and engagement and outreach, respectively.





JOINED CAMOIN: 2014

YEARS OF EXPERIENCE: 13+

EXPERTISE

- Real estate market analysis
- Housing analysis and planning
- Community planning and design
- Brownfield redevelopment
- Financial feasibility analysis and modeling
- Economic and fiscal impact analysis

AFFILIATIONS

- American Institute of Certified Planners (AICP)
- American Planning Association, Upstate New York Chapter
- Commercial Real Estate Development Association (NAIOP)

CAREER EXPERIENCE

- Community Planner and Redevelopment Specialist, Private Consulting Firm
- Economic Analyst and Conservation Planner at the Trust for Public Land
- GIS Mapping Analyst

EDUCATION

- Master of Urban Planning, Harvard University
- B.A. Economics, Binghamton University

Daniel Stevens, AICP

Director of Real Estate Development Services

PROJECT ROLE: Principal-in-Charge

Dan brings a passion for real estate development and redevelopment to Camoin Associates and believes in the transformational power of projects to communities. His balanced approach to real estate development includes data-driven analysis, qualitative intelligence gathering, and creative and unconventional thinking. Dan enjoys working in challenging markets and with challenging properties to implement projects that beat the odds.

Dan leads Camoin Associate's Real Estate Development Services Team and founded the firm's Spatial Intelligence Program that provides site selection and detailed geographic analysis capabilities to the firm's real estate and housing work. His real estate work with the firm has included market feasibility studies for projects of all scales and market types, including market rate and affordable housing, industrial building reuse, residential development, historic adaptive reuse, and commercial office and retail studies. His work has led to successful housing development and redevelopment projects across the northeast.

FEATURED PROJECTS

Community Housing Market Analysis | Town and City of Groton, CT | As principal and lead analyst, Dan completed a comprehensive housing market analysis to determine housing development potential over a 10-year timeframe. The analysis identified key demand drivers and target markets and the housing types needed to meet demand in the future.

Lake Placid Workforce Housing Market Feasibility Study | Regional Office of Sustainability Tourism and Private Developer | Dan led this project and served as lead analyst to identify market demand potential for new workforce-level housing in and around the Village of Lake Placid, including a site being considered for a major redevelopment project.

Housing Needs Assessment | Town of North Elba/Village of Lake Placid, NY | Facing a growing workforce housing crisis and increases in second homes and short-term rentals, the Town and Village turned to Camoin for a housing needs assessment and recommendations. Dan was the project manager for this effort, which included a community open house and survey in addition to comprehensive data analysis and stakeholder interviews.

Housing Action Plan | Town of Brattleboro, VT | Dan was the project manager for this housing needs assessment and strategy for the Town. The project featured extensive public engagement including a community survey, focus groups, and a hybrid (virtual and in-person) community workshop.

Dan brings creative thinking and problem-solving to complex real estate development challenges.



JOINED CAMOIN: 2023

YEARS OF EXPERIENCE: 10+

EXPERTISE

- Data analysis
- Urban planning
- Public policy
- Strategic planning
- Housing strategies

CAREER EXPERIENCE

- Senior Economic Development Manager, Greater Portland Council of Governments, Maine
- Program Director, Maine Development Foundation
- Planning Assistant, Town of Freeport, ME
- Assistant Director, Maine Preservation
- Elected Member, Board of Public Education, Portland, ME
- Elected Member, Charter Commission, Portland, ME (twice)
- Appointed Member, Historic Preservation Board, Portland, ME

EDUCATION

- Master's, Public Policy and Management, Muskie School of Public Service, University of Maine System
- BA, Liberal Arts, Bates College

Robert J. O'Brien | *Senior Housing Specialist*

PROJECT ROLE: Project Manager

Robert's professional background spans public policy, urban planning, and economic development. He has worked in a municipal planning office, consulted on a municipal comprehensive plan, staffed a statewide chapter of the National Main Street Center, and directed community development efforts on broadband, housing, and economic redevelopment in towns that lost an industrial anchor. Robert was most recently a senior economic development manager at a regional economic development district, where he convened federal, state, local, and corporate representatives around the prospective redevelopment of a defunct paper mill.

Robert has held elected office three times, once for the school board and twice for separate charter commissions. He currently serves on his city's historic preservation board, overseeing applications for both commercial and residential construction in sensitive districts. Robert is lobbying to expand the state historic tax credits in Maine to small commercial properties and residences.

FEATURED PROJECTS

Robert recently joined the Camoin Associates team. His featured projects were performed in previous roles.

Housing Needs Assessment | Broome County, NY | Robert gathered data and provided assessment and strategies for a housing plan in Broome County.

Housing Studies | Maine's Forest Opportunity Roadmap (FOR/Maine) | Robert oversaw a team of contractors producing housing studies in seven mill towns around the state of Maine.

Comprehensive Plan | Newcastle, ME | Robert interpreted demographic and economic data to write copy for the town's comprehensive plan.

Broadband Utility | Katahdin Broadband | Maine | Robert identified and scheduled presenters for collaborative meetings between three towns seeking to establish a locally owned broadband utility in a remote region.

Main Street Charette | Citizens' Institute on Rural Design | Millinocket, ME | Robert helped the Town of Millinocket win a national competition for design services from a team of consultants for improvements and rehabilitation of an economically depressed main street. He also participated in public events and design development.

Robert enjoys pursuing creative solutions in housing, planning, and public policy to build a desirable society.



Tom Dworetsky, AICP | *Director of Research*

PROJECT ROLE: Senior Technical Advisor

Tom's role at Camoin Associates focuses on harnessing the power of data to uncover economic development opportunities and measure the results of strategic implementation. As the leader of Camoin Associates' Data Team, he is well-versed in a broad array of economic data sources and methodologies that get to the core of critical research questions and produce insights that lead to action.

Having analyzed dozens of distinct industries across the economy, Tom is adept at leveraging industry research to inform economic development strategic planning initiatives. He has led and completed a variety of supply chain studies, economic and fiscal impact analyses, and real estate analyses. His work has included quantifying the impacts of complex policies and plans, building pro forma financial models for large development projects, and conducting regional and site-specific market analyses for a range of communities and use types.

As an AICP-certified planner with national experience in both real estate and land use planning, Tom brings expertise for tackling economic development challenges in communities with unique market conditions and land use challenges. He has a special interest in strategies for downtown revitalization and the positive economic impacts that reinvigorating historic town centers can have on communities. Taking a data-driven approach, Tom has advanced innovative, community-specific initiatives to spur revitalization through redevelopment, business attraction, adaptive reuse, and other creative methods.

FEATURED PROJECTS

Scarborough Downs Redevelopment Market Analysis | Scarborough, ME |

Tom spearheaded a comprehensive real estate market analysis of the greater region to inform the types of development that would be best supported as part of the project. The analysis included a detailed assessment of housing market trends, including rental and for-sale housing at various price points and housing for seniors across the continuum of care spectrum.

Multifamily Market Analysis | Greater Portland, ME | Tom's analysis of real estate market trends in the area helped focus the strategy toward attracting the types of unit-sizes, phasing schedule, amenities, and price points that are needed to ensure successful absorption of additional units in the market.

Housing Need Assessment | Island Housing Trust, Mount Desert Island, ME |

Tom led the data analysis and research tasks for a housing need assessment aimed at quantifying housing affordability challenges on Mount Desert Island in Maine. The assessment estimated the pent-up and future demand for housing among the island's permanent and seasonal workers, senior citizens, and other residents and offered policy recommendations on how to increase the supply of affordable housing.

JOINED CAMOIN: 2014

YEARS OF EXPERIENCE: 10+

EXPERTISE

- Real estate market analysis
- Financial feasibility analysis and modeling
- Economic and fiscal impact analysis
- Supply chain analysis
- Targeted industry research

AFFILIATIONS

- American Institute of Certified Planners (AICP)
- American Planning Association, Mass. Chapter (MA-APA)
- Urban Land Institute (ULI), Boston/New England Chapter
- Massachusetts Economic Development Council (MEDC)

EDUCATION

- Master of City and Regional Planning, The University of North Carolina at Chapel Hill
- B.S. Business Administration, Questrom School of Business, Boston University



JOINED CAMOIN: 2015

YEARS OF EXPERIENCE: 9+

EXPERTISE

- Project management
- Stakeholder coordination and consensus building
- Real estate and economic data analysis
- Emerging downtown and retail trends
- Marketing and branding

AFFILIATIONS

- International Economic Development Council Candidate

EDUCATION

- Master of Science in Planning, University of Toronto
- H.B.A. Political Science, University of Toronto

Alexandra Tranmer | *Director of Strategic Planning*

PROJECT ROLE: Engagement Specialist

Alex uses her background in economic geography and urban planning to inform how she approaches the challenges facing communities. Alex delves into a community's historic economic activity and learns about assets and challenges to help formulate sustainable strategies that will encourage job creation and small business development. She believes that building grassroots momentum for economic development activities helps to create long-term community support and draw in partners to help implement economic goals.

Alex has led complex strategic planning efforts in geographies that range from bustling urban centers to pastoral tourist destinations, requiring adept stakeholder management and collaboration. She works with clients to balance the competing interests of stakeholders, while ultimately helping the client develop a plan that is ambitious, yet achievable under their current organizational climate.

FEATURED PROJECTS

Coordinated Action Plan for Economic Vision 2030 | State of Utah | Alex led the team that was tasked with coordinating the implementation of the State's Economic Vision 2030. The process was driven by several rounds of data analysis and bolstered by on-site engagement with the state's seven regional organizations and ongoing engagement with the Governor's Office of Planning and Budget and the Governor's Office of Economic Opportunity. Camoin developed strategies that would enable the State to grow strategically and ensure that each corner of Utah can benefit from ongoing economic activity.

Lake Champlain Lake George Regional Planning Board Housing Assessment and Strategy | Essex, Clinton, Hamilton, Franklin Counties (NY) | Alex led this regional effort to study the nuances of the Adirondack region's housing market. Facing a set of challenging economic circumstances, the LCLGRPB is determined to act in partnership with municipalities, non-profits, and developers to address the drastic seasonal and year-round housing needs across the four counties. Quantifying the housing need set tangible benchmarks for each county and set into motion a collaborative effort among the region to hit the established goals. The plan was launched with great success in April 2023 and has been a key document to advocate for the region at the state and federal level.

City of Keene Housing Assessment and Strategy | City of Keene, NH | Alex directed the community engagement portion of Keene's housing assessment. She developed the protocol and collaborated with the client to determine the best tactics to communicate housing data and strategy drafts. The process included 1-1 interviews, two community open houses and communicating findings with city leadership. The community engagement was instrumental in disseminating valuable housing data and enabling an ongoing conversation about the future of housing development within the community.



John Walker | Analyst

PROJECT ROLE: Senior Analyst

John brings a broad range of experiences to Camoin Associates—from analyzing the economic impacts of proposed highway expansions to forecasting commercial real estate market demand at the metro-area level. He has modeled commercial and residential construction activity based on economic and demographics drivers and projected technology spending and adoption at the industry level.

FEATURED PROJECTS

Housing Needs Analysis | Keene, NH | John led the data analysis for this project, profiling the city's demographic and economic positions, taking inventory of the current housing stock — quantity and quality — and projecting future housing requirements by income level.

Schatz Brownfield Opportunity Area (BOA) | Poughkeepsie, NY | In the defined primary market area, John analyzed current and projected residential housing needs resulting from a shift towards older and smaller households. His work extended to evaluating the proposed conversion of a historic manufacturing site into residential space, identifying comparable properties, and specifying the characteristics required for the new residential structure to remain consistent with New York State's affordable housing development standards.

North Country Region Housing Needs Assessment and Strategy | Essex, Clinton, Hamilton, and Franklin Counties, NY | John drove the core analysis of the region's economic, demographic, and current housing conditions. He identified community-level shortfalls in housing stock and projected the amount and types of new construction needed to accommodate future household growth within each of the four counties.

College Based Retirement Community | Saint Joseph's College | Standish, ME | John researched and authored report materials profiling the various business models of retirement communities and the economic and demographic factors influencing the industry. This focused specifically on University-Based Retirement Communities (UBRC) and on the prospects for Saint Joseph's to successfully develop such a facility. Considerations included the school's ability to draw a sufficient clientele from alumni and the surrounding community to make the proposed project financially viable.

John enjoys the challenge of analyzing data to discover an underlying story and from there, distilling the most essential insight.

JOINED CAMOIN: 2021

YEARS OF EXPERIENCE: 20+

EXPERTISE

- Economic and fiscal impact analysis
- Real estate market analysis

CAREER EXPERIENCE

- Operations Analyst, Syncsort
- Market Analyst/Model Developer, International Planning and Research
- Economist, Dodge Analytics/McGraw-Hill
- Economic Development Analyst, Cambridge Systematics

EDUCATION

- MA Economics, Northwestern University
- BS Economics and Statistics, University of Minnesota



JOINED CAMOIN: 2022

YEARS OF EXPERIENCE: 4+

EXPERTISE

- Target industry analysis
- Economic impact analysis
- Socioeconomics and demographics

CAREER EXPERIENCE

- Economic Analyst, Maine Office of the State Economist
- Research Analyst, University of Maine School of Economics

EDUCATION

- Master of Science in Economics, University of Maine
- Bachelor of Science in Economics, University of Maine

Angela Hallowell | Analyst

PROJECT ROLE: Analyst

Angela brings knowledge of economics, public policy, and demographic analysis. She is excited to apply her background to a diverse range of clients and to help clients make their communities stronger. Prior to joining Camoin associates, Angela worked in state government, where she contributed to a wide range of analyses supporting various agencies and projects. In her previous role, she served as a subject matter expert for the US Census and other demographic data. Angela is passionate about the power of data and the impact that creative and thoughtful analysis can make on community development.

FEATURED PROJECTS

Multifamily Housing Market Feasibility Study | Private Developer | Lewiston, ME | Angela served as an analyst on this project, studying the market for a large multifamily housing development. Angela analyzed local and regional economic and demographic trends, market areas, and housing supply to help the developer better understand future demand and price points for the housing project.

Real Estate Market Study | Private Developer | Auburn, ME | Angela provided analysis for this market feasibility study for a private developer considering a 954-unit residential development with a mix of townhomes and apartments. Demographic and economic analysis, as well as market characteristics including local assets and land use were examined to determine demand for the project and estimate achievable rental and absorption rates.

Workforce Housing Gap Analysis | Greene County, NY | Angela analyzed current rental and for-sale inventory within the county to evaluate the affordability of the region's housing market to workers at various household income levels. This analysis was used to identify gaps and future housing needs for the County in order to create attainable housing options for working families.

Wilton Mall Redevelopment | Private Developer | Wilton, CT As an analyst on this project, Angela evaluated the economic impact of a proposed development of 382 new housing units on the site of a mall. Additionally, Angela compiled research on national trends in mixed-use mall redevelopment and the additional impacts that such construction has on suburban communities.

PROJECT EXPERIENCE

Since 1999, Camoin Associates has completed over 1,700 projects in 46 states and the US Virgin Islands. The following projects show our expertise in housing needs assessments, strategies, and market studies. Additional project profiles can be found on our website, www.camoinassociates.com.

Camoin Associates is nationally renowned in the field of housing having led numerous housing needs assessments and communitywide market studies in a wide variety of communities across the country. We have also worked extensively in similarly sized urban communities on housing issues, including Keene, NH, Marble Falls, TX and Bristol, VA. Our team understands the housing issues you face and has been at the forefront of helping communities develop actionable and effective solutions to address urgent housing needs. Below is a list of select housing-related projects we have worked on recently. Several detailed project profiles are provided on the following pages.

- City of Marble Falls, TX | Housing Needs Assessment
- Lake Champlain Lake George Regional Planning Board | North Country NY Regional Housing Study and Plan
- Town of North Elba & Village of Lake Placid, NY | Housing Needs Assessment and Strategy
- Greene County, NY | Second Homeowner Study
- Regional Office of Sustainable Tourism (ROOST) and Private Developer | Lake Placid Area Workforce Housing Development Project Market Feasibility Study and Remote Worker Survey
- City of Bristol, VA | Housing Study
- City of Keene, NH | Housing Needs Assessment
- City of Pawtucket, RI | Rental Housing Market Analysis
- Lincoln County, ME | Housing Needs Assessment
- University of Buffalo, NY | Off-Campus Student Housing Market Study
- Town of Cape Elizabeth, ME | Housing Diversity Study
- City of Hartford, CT | Rental Housing Market Analysis for Mixed-use development project
- Town of Carrabassett Valley, ME | Regional Workforce Housing Needs Assessment and Strategy (in progress)
- Private Housing Developer | Rangeley, ME Workforce Housing Feasibility Study
- Rappahannock-Rapidan Regional Commission, VA | Regional Housing Plan
- Town of Kennebunkport, ME | Housing Needs Assessment
- Island Housing Trust (Mount Desert Island, ME) | Housing Needs Analysis and Assessment
- Island Workforce Housing (Deer Isle, ME) | Housing Strategic Plan, Deer Isle and Stonington
- Town of Provincetown, MA | Housing Strategies related to Economic Development
- Bath County, VA | Housing Needs Assessment and Market Analysis
- Town of Groton, CT | Townwide Housing Market Demand Study
- Town of Londonderry, VT | Housing Needs Assessment and Plan
- Town of Westfield, VT | Community Housing Needs Assessment and Strategy
- Town of Bennington, VT | Community Housing Needs Assessment
- Town of Brattleboro, VT | Community Housing Needs Assessment
- City of North Tonawanda, NY | Housing Market Analysis & Need Assessment

Housing Needs Assessment and Strategy

City of Keene, NH

CLIENT

City of Keene, NH

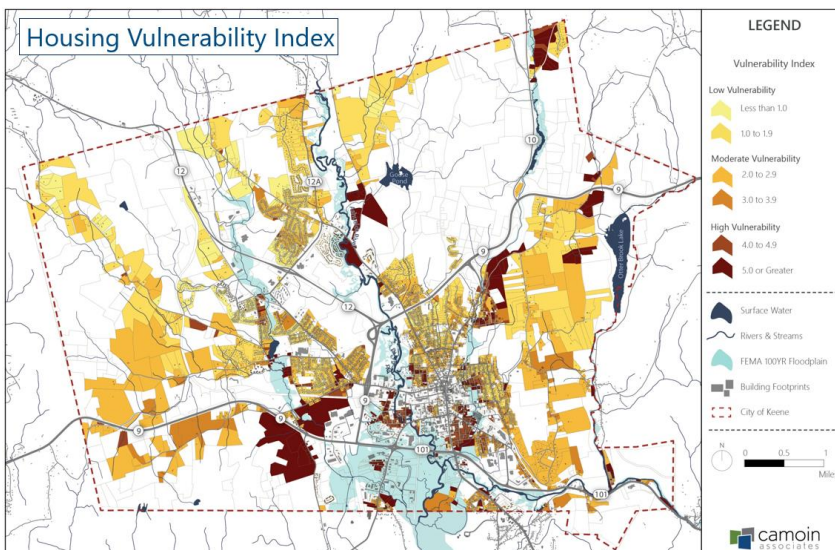
SERVICES

- Demographic and Economic Trends Profile
- Housing Inventory and Analysis
- Residential Market Conditions Assessment
- Community and Stakeholder Interviews
- Housing Resilience
- Housing Needs Gap
- Housing Strategy

THE CHALLENGE | The City of Keene found that its aging housing stock aligned poorly with the needs of a changing demographic profile and characterized these challenges as being “at the crisis stage”. The City needed solid quantitative knowledge and specific, actionable recommendations to guide its housing related zoning and regulations.

THE SOLUTION | Camoin Associates was engaged by the City of Keene to perform a full review and assessment of housing needs within the community. Based on analysis of current and projected needs along with a detailed profile of the current housing stock (including GIS data), the City was presented with key findings and overall themes that in turn determined recommended strategies for the community.

THE IMPACT | Analysis and strategic recommendations provided by Camoin Associates are now key inputs in reexamining the City of Keene’s residential other zoning districts and broader housing policies and regulations.



Housing Needs Assessment

City of Marble Falls, TX

THE CHALLENGE | The City of Marble Falls is a bedroom community to Austin, TX. Marble Falls is facing several critical housing issues, including a dramatic decrease in multifamily development and influx of new residents. The City's housing market has become much tighter resulting in higher prices. The rising prices are pushing out existing residents and workers unable to afford escalating housing costs. The city is facing a workforce-level/middle-income housing shortage with little economic rationale for local developers to create housing in this price range in which many local workers fall.

THE SOLUTION | The City of Marble Falls retained Camoin Associates to develop a housing needs assessment that was completed in early 2023. The assessment included an analysis of demographic and economic trends, a comprehensive look at the city's current housing stock, and a detailed breakdown of the housing needs within the city. The assessment highlighted that the housing market has tightened significantly due to in-migration of new residents and rising housing prices that are driving out current residences and workers.

THE IMPACT | The assessment made it clear that the city is facing a precarious housing challenge that if not addressed will only get worse and adversely affect the city's current residents and workers. As result of the assessment, the City's leadership have acknowledged that they need to take intervening steps and implement actionable strategies to change the challenging housing market trends facing Marble Falls.

CLIENT

City of Marble Falls, TX

SERVICES

- Economic baseline assessment
- Housing inventory and analysis
- Market conditions assessment
- Stakeholder engagement

Housing Needs Assessment

Bristol, VA



THE CHALLENGE | The City of Bristol, Virginia is on the precipice of tremendous economic growth. With the recent approval of the Bristol Hard Rock Resort and Casino and the announcement of an Amazon Fulfillment Center locating in the city, an estimated 2,200 jobs will be coming to the area. This growth in Bristol is met within a challenging housing market where there is not enough adequate supply for the existing population due to a lack of buildable land, a deteriorating housing stock resulting in uninhabitable units, housing price points that do not align with area wages, and a severe lack of rentals for a smaller household size.

THE SOLUTION | The purpose of our work was to identify the critical housing needs in Bristol and provide strategies to meet these needs. The report provides the City of Bristol and its partners with a greater understanding of the housing supply and demand outlook through a demographic trends analysis, a supply and demand analysis, an in-depth look at the current state of the housing real estate market, findings from a series of stakeholder interviews, and review of background documentation.

THE IMPACT | Camoin provided information for the City to begin systematically addressing their internal capacity and increasing partnerships to create additional housing units. Through improving the substandard housing stock, increasing the number of rentals, facilitating housing for seniors, and creating internal mechanisms that promote needed housing, the City now has a playbook address their housing needs.

CLIENT

- City of Bristol, VA

SERVICES

- Demographic trends analysis
- Housing supply analysis
- Impact analysis of new job influx
- Stakeholder interviews
- Housing demand analysis
- Real estate trends
- Strategy recommendations
- Case studies

REFERENCES

Mari Brunner, Senior Planner, *City of Keene, NH*

Phone: 603-352-5440 | **Email:** mbrunner@keenenh.gov

Address: 3 Washington Street, Keene, NH 03431

Project: Housing Needs Analysis

Link to Housing Study: [Housing | City of Keene \(keenenh.gov\)](https://www.keenenh.gov/housing)

Christian Fletcher, Executive Director, *Marble Falls Economic Development Corporation*

Phone: 830-798-7075 | **Email:** cfletcher@marblefallseconomy.com

Address: 801 Fourth Street, Marble Falls, TX 78654

Project: Housing Needs Analysis

Link to Housing Study: [MarbleFallsEconomy.com](https://www.marblefallseconomy.com)

Beth Gilles, Director, *Lake Champlain – Lake George Regional Planning Board*

Phone: 518-668-5773 | **Email:** beth.gilles@lclgrpb.org

Address: PO Box 765, Lake George, NY 12845

Project: Building Balanced Communities for the North Country: A Comprehensive Housing Study and Strategy

Link to Housing Study: <https://www.lclgrpb.org/project-portfolio>

Jonathan J. Reiner, AICP, Director, *Planning and Development Services, Town of Groton, CT*

Phone: 860-446-5980 | **Email:** JReiner@groton-ct.gov

Address: 134 Groton Long Pond Road, Groton, CT 06340

Project: Multiple projects, including Housing Market Study, Town-wide Economic Development Strategy

Link to Housing Study: <https://www.exploremoregroton.com/doing-business/market-research/p/item/14891/2021-housing-market-study>

SCOPE, APPROACH, AND SCHEDULE

PROJECT SCOPE

1. Project Start-Up

KICKOFF MEETING

Our work will begin with a kickoff meeting between the Camoin team and representatives from the City. During this initial meeting, we will discuss the project approach and make any modifications needed. We will also discuss information needs, timeline, and process.

This meeting will establish the working relationship we will have with your team. Camoin will hold bi-weekly project management calls with your team's point person throughout the engagement to help maintain the project schedule, address information and other needs, and share emerging findings. We have found these project management calls are vital to ensure you are up to date on the project's progress. Additionally, we encourage you to reach out to us with any questions or updates throughout the project between these calls.

REVIEW OF EXISTING STUDIES, INITIATIVES, AND PLANS

We recognize that there have been numerous previous initiatives, plans, and research reports, which is why we will inventory and examine these existing resources at the outset of this initiative. Special focus will be spent on the *2010 Comprehensive Plan* and the *2020 Green Bay Housing Market Study*. This information will provide a foundational understanding of previously identified housing issues that will help guide our research and focus moving forward. For each resource, we will summarize the key findings that are relevant to the project and use these findings to inform our research, analysis, and recommendations development to ensure we are building off previous efforts.

DATA COLLECTION

As part of the Project's initial kickoff phase, we will collect housing, demographic, and economic data from a variety of public and proprietary sources. Camoin subscribes to CoStar, the national leader in real estate market data. CoStar provides up-to-date information on multifamily properties throughout the city and aggregates market data, including vacancy rates, rental rates, market absorption, deliveries, and other key market metrics.

2. Engagement and Outreach

PUBLIC ENGAGEMENT PLAN

We will work with your team to create a public engagement plan at the outset of the process. The plan will be formed with an understanding of the most effective outreach methods specific to the city and its unique population groups. Specifically, the engagement plan will include the number and type of engagement events, methods of outreach for typically underrepresented population segments, interview protocols, roles and responsibilities of Camoin and the City's team and other similar information that will provide a clear and detailed plan for the outreach and engagement process.

DISCOVERY SITE VISIT

This 1.5 day site visit to De Pere by two senior Camoin professionals, Dan Stevens and Robert O'Brien, will include in-person meetings with City representatives, key stakeholders, local and regional housing experts, and others as well as a familiarization tour with the City and its various residential neighborhoods.

STAKEHOLDER ENGAGEMENT

Camoin will conduct stakeholder interviews over the phone, via video conference, or in-person as appropriate with up to ten (10) individuals or groups of local real estate/housing experts, major employers, community/nonprofit groups, municipal leaders, housing developers, and others. We will work with you to determine the most appropriate individuals and groups to reach out to as part of the public engagement plan. Focus groups may also be held around key housing topics or with related organizations/professionals. Our work plan would anticipate one public workshop to gauge impressions, experiences, and preferences from local citizenry.

COMMUNITY HOUSING NEEDS SURVEY

With input from the City's project team, we will develop an online community survey aimed at understanding the most pressing housing issues and how these issues impact the city. The survey will explore issues including affordability of housing, housing types needed, quality of housing, potential solutions to housing issues, and other topics that will provide information that supplements the data analysis and stakeholder interview findings and focus strategy development to target the most urgent housing needs in the city. Camoin will create the survey and set it up in a user-friendly online format. The City's project team will be primarily responsible for the distribution and promotion of the survey throughout the community via appropriate channels. Camoin will provide promotional materials to assist, including a press release, flyer, and social media graphic. Camoin will then analyze and integrate the results into the study.

3. Economic and Demographic Context

DEMOGRAPHIC TRENDS AND PROJECTIONS

To help set the framework for the housing analysis, we will develop a demographic and socioeconomic profile of the city that will be used for reference throughout the study. We will document key demographic trends to provide a detailed assessment of where and what specific types of population changes will impact housing needs and market demand. The demographic profile will provide data points on existing and projected trends such as: population distribution by age and income, number of households, household composition, median age, and others. This information helps set the foundation for identifying how these trends may impact future housing needs.

ECONOMIC, OCCUPATION, WAGE, AND WORKFORCE CHARACTERISTICS AND TRENDS

In this task, we will compile information on labor market size and trends along with commuter trends, including typical commute distances, patterns (inflow and outflow), location of residence for workers, and other detailed commuting data. We will also provide a detailed breakdown of the major employers, jobs, and wages in the city and region to understand the housing price points needed for workers in the city now and into the future.

4. Housing Inventory and Analysis

EXISTING HOUSING INVENTORY

The Housing Inventory and Analysis task will document the current housing supply and how that supply has changed over the past five and ten years. Inventory data will primarily be collected from CoStar, Esri, U.S. Census Bureau, and

property tax records. The inventory will look at the type of housing, quality, cost and affordability, vacancy, seasonality, and other key attributes. The inventory will specifically include (but is not limited to) the following:

- ◆ Owner- vs. renter-occupied housing supply
- ◆ Affordable housing supply
- ◆ Age of housing stock
- ◆ Single-family vs. multifamily housing
- ◆ Home values, rental rates, and affordability
- ◆ Local vs. nonlocal housing ownership
- ◆ Housing for special population groups
- ◆ Vacant and obsolete housing
- ◆ Year-round vs. seasonal housing
- ◆ Home-sharing and short-term rental analysis (e.g., Airbnb and VRBO)
- ◆ Senior housing
- ◆ Student housing
- ◆ Transitional housing

HOUSING AFFORDABILITY ASSESSMENT

Using previously collected data on income and wage levels of households and workers in the city, we will compare and contrast the housing price points needed relative to the housing price points available. This analysis will highlight the gap between what is needed in the region versus the housing sale prices and rental rates. The gap analysis will help inform the quantification of housing needs. An example of an affordability gap analysis is provided below from the Town of North Elba Housing Needs Assessment report.

Home Affordability Gap: Median Home Price vs. Median Household Income, Town of North Elba (2019)				
	Median Value		Median Sale Price	
	All Single-Family Homes	Non-Waterfront Single-Family Homes	All Single-Family Homes	Non-Waterfront Single-Family Home
Median Home Value/Price	\$ 299,700	\$ 285,000	\$ 400,000	\$ 343,500
Down Payment of 10%	\$ 29,970	\$ 28,500	\$ 40,000	\$ 34,350
Loan Amount	\$ 269,730	\$ 256,500	\$ 360,000	\$ 309,150
Average Mtg Payment, 30 Years at 4%	\$ 1,288	\$ 1,268	\$ 1,719	\$ 1,476
Estimated Additional Costs per Mortgage Payment	\$ 528	\$ 502	\$ 705	\$ 605
Average Mtg Payment, 30 Years at 4% with Additional Costs	\$ 1,816	\$ 1,770	\$ 2,424	\$ 2,081
Household Income Threshold	\$ 72,640	\$ 70,804	\$ 96,948	\$ 83,247
Median Household Income	\$ 54,200	\$ 54,200	\$ 54,200	\$ 54,200
Income Gap	\$ (18,440)	\$ (16,604)	\$ (42,748)	\$ (29,047)

Note: Estimated additional costs include private mortgage insurance, taxes, and insurance, for comparable priced houses within each region.

Source: HUD Income Limits, Property Tax Records, MLS, Zillow, Camoin 310

This analysis will also examine cost burdened households by housing type, including AMI bracket, families, seniors, minority households, and other key household types.

5. Market Conditions Assessment

HOUSING DEVELOPMENT TRENDS

This task will examine key recent trends in housing development in the city to understand what types of housing projects are attracting private developer interest and investment and to help gauge the types of housing products in the greatest demand. The analysis will specifically include the following:

- ◆ Key trends in the how the city's housing inventory has been changing
- ◆ Inventory of major current, recent, and proposed housing projects in the city and surrounding market area
- ◆ Future housing development (supply) projections based on recent trends, anticipated demographic and economic changes, the state and national housing market outlook, etc.

We will use this information to summarize key development trends that will help identify future opportunities and help identify future potential gaps in the city's housing supply.

RENTAL MARKET TRENDS

We will examine the rental housing market throughout the city, and within individual neighborhoods. Primarily utilizing best-in-class CoStar data, the analysis will include trends in rental rates, vacancy, net absorption, deliveries, demolitions/conversions, and other key market metrics. We will breakdown this market analysis by class of property (e.g., A, B, C) to understand the performance of properties of different quality levels. We will also assess rental market trends by type of housing product (e.g., affordable vs. market rate, garden apartments vs. mid-rise buildings, etc.)

Interviews will also be utilized to supplement our understanding of the types of rental units in the greatest demand, availability of rental units, most desirable neighborhoods and locations, and additional nuanced qualitative information on the city's current and future rental market dynamics.

FOR-SALE MARKET TRENDS

A detailed analysis of current and recent home sale market trends will be provided, including trends in home sale prices, number of home sales, time on the market, available inventory, changes in characteristics of homes being sold (size, number of bedrooms, etc.), single-family vs. condo, and other pertinent housing market data related to for-sale homes. Home sale data will primarily be collected from the Multiple Listing Service (MLS) and available data from the City and County.

Qualitative market trend information will also be gathered from interviews with housing experts, including local realtors as identified in the public engagement plan (see Task 2A). These interviews will provide additional information on the types of housing in demand, desirable price points, market segments, and other valuable insights.

SUMMARY OF HOUSING MARKET OPPORTUNITIES AND BARRIERS

This task will summarize the housing market opportunities as well as the challenges of housing development in the city. A city's development environment is multi-faceted, including land use regulations, approvals processes, incentives and public private partnership opportunities, infrastructure, safety issues, community support (or resistance) and other perceptions (real and perceived). This task will examine these characteristics to understand what elements of the development environment are conducive to supporting housing development and what challenges/barriers exist to development projects. This task will specifically address the following questions:

- ◆ Are there existing zoning/land use controls that are preventing the city from realizing housing development opportunities?
- ◆ Is the City's approvals process more burdensome than similar peer communities?
- ◆ Is the City offering appropriate incentives and engaging in public-partnership opportunities?
- ◆ What are the most common challenges faced by housing developers (e.g., construction costs, labor availability, availability of building sites, permitting and approvals, etc.), and how do they compare to neighboring communities?
- ◆ What is the perception of the city's market from developers throughout the region?
- ◆ What are the opportunities for the City to reduce barriers and/or induce development?

6. Housing Needs Analysis (Gap Analysis)

This task will examine the sources of current and future housing demand in the city with a focus on specific market segments. Examples of market segments include (but are not limited to):

- ◆ **Underhoused Individuals:** This includes people that are living with parents, family members, or other roommates because they cannot find suitable housing to meet their needs.
- ◆ **Population Growth:** New households through household formation or net positive in-migration, including from attracting remote workers, is a potential driver of housing demand in the city.
- ◆ **Economic (Job Growth):** New jobs in and around the city would attract new workers in need of housing.
- ◆ **Cost-Burdened Households:** These households are currently spending more than 30% of their income on housing expenses, the key threshold set by the U.S. Department of Housing and Urban Development (HUD). These households are further broken into cost-burdened vs. severely cost-burdened (spend more than 50% of income on housing).
- ◆ **Displaced Commuters:** These are workers that have jobs in the city but are commuting from further away than they would prefer because they cannot find suitable local housing to meet their needs.
- ◆ **Mismatched Households:** These households may have housing they can afford and in the location they prefer, but it doesn't align with their needs for other reasons such as the type of housing (e.g., renting when prefer to own).
- ◆ **Households Living in Substandard Housing:** These households live in units that may be lacking full kitchen facilities, plumbing, etc. or are otherwise substandard or obsolete.
- ◆ **Empty Nester and Senior Households:** Often a source of housing demand for downsized units and housing offering care and services.

The analysis will provide both a quantitative and qualitative determination of the current projected future housing needs in the city. The quantitative analysis will provide a detailed breakdown of current and future housing needed by type of housing (e.g., renter vs. owner occupied) and income level (price point). Demand projections will be provided for a 5- and 10-year horizon.

Income Brackets and Housing Affordability					
Income Bracket	Under 50% AMI	50-80% AMI	80-120% AMI	120-200% AMI	
Income Range	Under \$35,150	\$35,150-\$56,240	\$56,240-\$84,360	\$84,360-\$140,600	
Affordable Rent Range	Under \$879	\$879-1,460	\$1,400-\$2,100	\$2,100-\$3,500	
Affordable Home Value	Under \$123,000	\$123,000-\$196,000	\$196,000-\$300,000	\$300,000-\$490,000	
Housing Needs by Income Bracket (# of Units)					
Income Bracket	Under 50% AMI	50-80% AMI	80-120% AMI	120-200% AMI	Total
Rental	769	122	32	6	929
Owner-Occupied	244	184	126	51	605
Total	1,013	306	158	57	1,534

For each category of housing need, we will characterize the community impacts that are being generated as a result of that gap. These may include homelessness, poverty and social service needs, adverse impacts to childcare and education, senior isolation and lack of access to services, and others.

7. Strategy Considerations

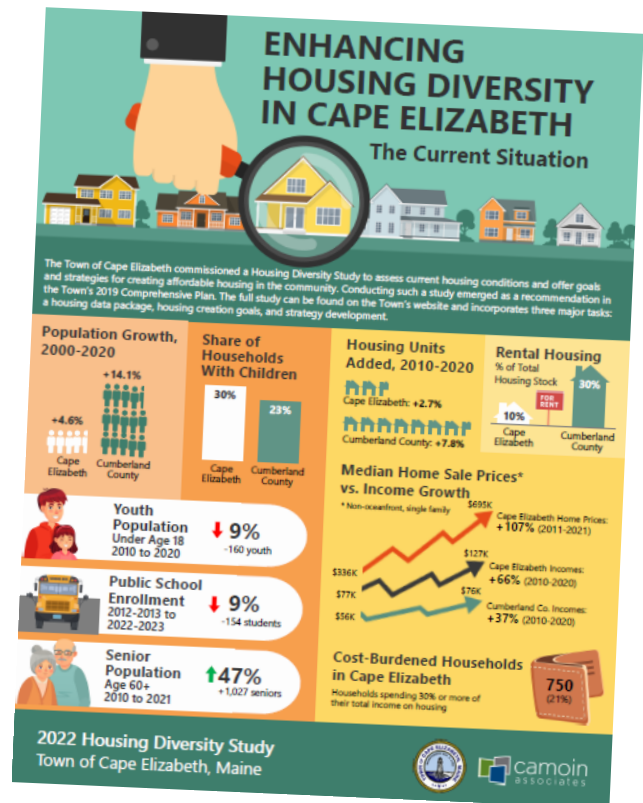
This section will help provide a starting point and jump strategy for the City's Comprehensive Plan Update by outlining potential strategy options for the City to consider as part of that effort that will be subsequent to the housing study. While this section will not provide a robust narrative, strategic approaches will be described that address De Pere's unique housing challenges.

These strategy considerations are likely to include the following:

- ◆ Framework(s) for regional collaboration
- ◆ Public-private partnerships
- ◆ Public-nonprofit partnerships
- ◆ Zoning and regulatory strategies
- ◆ Recommended updates to comp plans
- ◆ Funding/financing programs
- ◆ Case studies of successful programs
- ◆ Developer incentives
- ◆ Homeownership incentives
- ◆ Infrastructure and streetscape projects, and
- ◆ Programs for maintenance of older housing

8. Final Report and Infographic

Camoin will compile the results of all work completed into a Draft Report. The body of the report will include the results of the housing needs assessment, constraints, analysis, and recommendations for action steps. Appended to the report will be supporting data analysis, public engagement input, and other supporting technical analysis and information. The Draft Report will include a graphically designed executive summary written for a non-technical audience, which can be used as a standalone document for media and/or informational purposes. Camoin will address any written comments on the draft report and issue a final report. An infographic will also be prepared (similar to that shown to the right) to help communicate the results of the study.



ABOUT OUR APPROACH

Best-in-class Data

The understanding the City of De Pere's housing needs is grounded in data on demographics and detailed household characteristics, jobs and wages, housing values and rental rates, housing characteristics on quality and condition, special population characteristics and trends, complex commuter patterns, and others. The abundance of data and need for advanced analytics to fully understand housing needs is why our team excels in the field of housing. Camoin Associates is a nationally recognized leader in economic and data analytics, and we bring this expertise and reliability to our housing analysis as well as a set of proprietary data sources that will assist in this study. For example, Camoin subscribes to CoStar, the national leader in real estate market data. CoStar provides up-to-date information on multifamily properties throughout the county and aggregates market data, including vacancy rates, rental rates, market absorption, deliveries, and other key market metrics. Below are some of the key public and private data sources we will utilize for the needs assessment research:



Engagement that sets a foundation for success

We recognize that engagement that is meaningful, transparent, and accountable is critical to uncovering the insights needed to inform the city's housing strategy as well as engaging partners that will be critical to implementing solutions to meeting urgent housing issues.

Public Engagement Plan

The stakeholder and public outreach activities will be planned in coordination with your team to ensure that our approach is best suited for the City of De Pere. At the outset of this effort, we will work with you to assemble this engagement plan that will serve as our guiding document moving forward. As a national firm, Camoin Associates

has extensive experience in both in-person engagement and virtual engagement. We have found a plan with multiple options to be highly successful. Our scope of work for De Pere anticipates one in-person public workshop.

Stakeholder Interviews

We will work with you to identify a broad cross-section of stakeholders to interview as part of this process including housing organization and nonprofits, real estate professionals and developers, social service providers, landlords, business owners, public officials, and others.

Focus groups

Working with your team, we will organize focus groups with similar professionals or around specific topics. Examples may include a focus group of realtors or nonprofit housing organizations. Focus groups can also be organized around topics or strategy concepts such as building partnerships or funding strategies and approaches.

Site Visits

Our team will conduct up to two (2) in-person site visits throughout the engagement. We will determine the appropriate timing and activities of these site visits with your team and include a site visit plan as part of the overall engagement plan. Activities are likely to include windshield/walking tours of communities, neighborhoods and potential development sites, one-on-one meetings, focus groups, and other engagement activities.

LEVERAGING HOUSING DEVELOPER EXPERIENCE FOR ACHIEVING REAL RESULTS

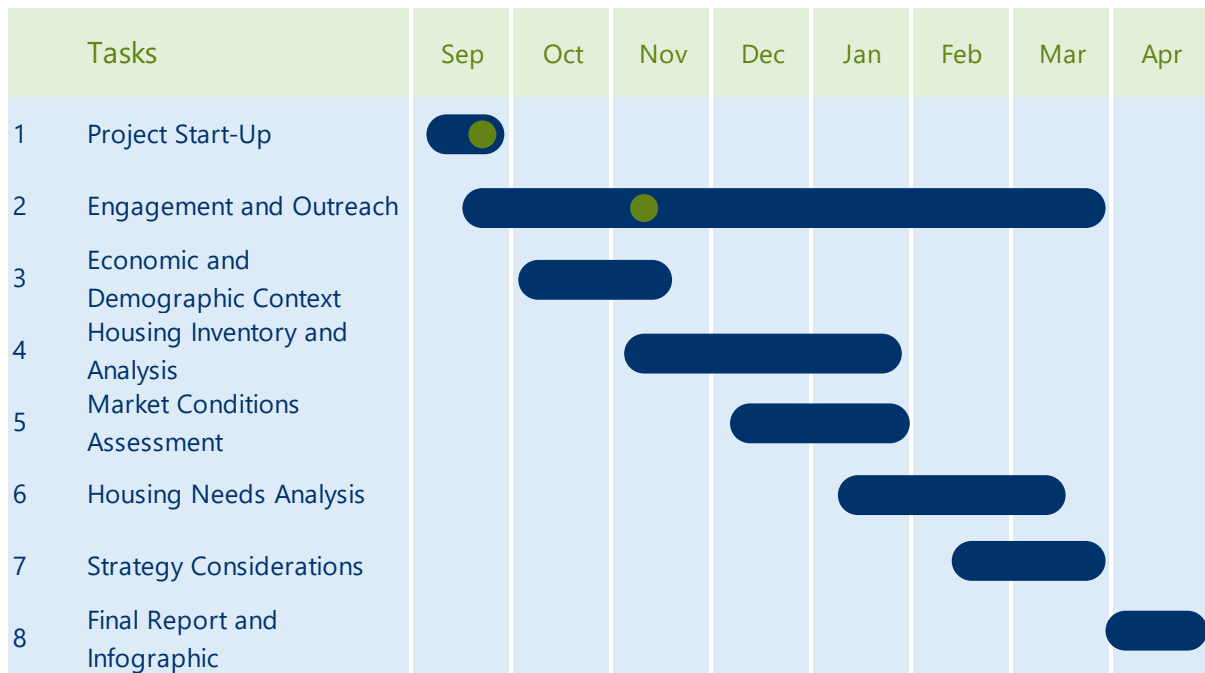
In addition to working with county and municipal governments on housing issues, we also work with private and nonprofit housing developers. This experience gives us unique perspective and knowledge of the tools and resources needed to make housing projects. Our work with developers includes market analysis, financial feasibility, general advisory, public-private partnership structures, and funding strategies. We will set up the City of De Pere for success in meeting its housing needs because we know how to make projects happen.



Camoin Associates has had a long-term partnership with the developer of The Downs in Scarborough, ME, a mixed-use and mixed-housing project that will feature over 800 units when complete.

PROJECT SCHEDULE

We will complete the project within **eight (8) months** of the project kickoff meeting, as shown in the table below.



Site Visits

September 2023 Kickoff Meeting
November 2023 Engagement

March 2024

April 2024

Draft Report

Final Report

PROJECT BUDGET

We propose a budget of **\$49,500**, inclusive of all time and expenses. A detailed budget breakdown is provided below for reference.

Tasks	Principal/ Directors	Sr. Project Manager	Analysts	Fee
1. Project Start-Up	2	4	8	\$3,405
2. Engagement and Outreach	22	23	8	\$10,875
3. Economic and Demographic Context	2	4	22	\$4,320
4. Housing Inventory and Analysis	6	8	40	\$8,580
5. Market Conditions Assessment	2	6	24	\$4,970
6. Housing Needs Analysis	8	12	40	\$9,820
7. Strategy Considerations	4	4	2	\$2,020
8. Final Report and Infographic	4	6	2	\$2,390
Hours per column	50	67	146	
Rate per hour	\$250	\$185	\$140	
Subtotal of fee by category	\$12,500	\$12,395	\$20,440	
Total Professional Fee				\$46,380
Expenses				\$3,120
Total Project Fee				\$49,500

Kelly Barker

From: Robert OBrien <ROBrien@camoinassociates.com>
Sent: Friday, August 18, 2023 11:10 AM
To: Peter Schleinz
Cc: Robert Camoin; Dan Stevens
Subject: RE: Reconnecting RE: Comprehensive Housing Study

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Schleinz,

Thank you for your call this morning asking to clarify our intent to analyze the cost of development in De Pere versus neighboring communities. In Item 5 of our Scope of Work, titled Market Conditions Assessment, we can pull comparative data to adjacent markets where it makes sense to do so, and we specifically specify a comparative analysis of area market conditions in the Summary of Housing Market Opportunity and Barriers. We can assure that this comparative analysis will be clear, robust, and emphasized in the final report.

Very best,

ROBERT J. O'BRIEN

Senior Housing Specialist

Camoin Associates | New England Regional Office

(518) 899-2608

Headquarters: P.O. Box 3547, Saratoga Springs, NY 12866

www.camoinassociates.com



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REQUEST FOR PROPOSALS

2023 Comprehensive Housing Study and Action Plan

City of De Pere, Wisconsin

Development Services Department

Issued: June 30, 2023

Proposals Due: July 31, 2023 by 4:00PM CT

City of De Pere Request for Proposals – 2023 Comprehensive Housing Study and Action Plan
335 S Broadway ST, De Pere WI 54115

A. SUMMARY

The City of De Pere seeks proposals from qualified planning individuals or project teams to prepare a comprehensive housing study and action plan to help elected officials, City staff, stakeholders, and community members develop a meaningful sense of the housing market, as well as an understanding of key housing issues, and how they affect the City of De Pere. The study and action plan are intended to offer community leaders and stakeholders a basis for formulating community-specific housing priorities, policy alternatives and intervention strategies, including land use and zoning decisions. The study should help guide decisions related to the allocation of public funds and other resources.

The process must include updated background information and demographics from the 2020 census information. Furthermore, the Plan should be streamlined to a public-friendly and usable document. To that end, the format of the document should be modernized and formatted to utilize modern tables and graphics to the greatest extent possible.

Both the housing study and action plan shall be referenced collectively as “Plans” throughout this RFP.

B. COMMUNITY OVERVIEW

The 25,353 people, who call the City of De Pere, Wisconsin home, know that the community provides a high quality of life in the Greater Green Bay metropolitan area. The city has two excellent school districts, an urban private college, a dynamic downtown, successful business parks and safe neighborhoods served by ample parks and natural areas have resulted in considerable loyalty and community pride among residents.



The residences, businesses, and commercial areas are connected by a transportation and green space network that accommodates cars, bikes, and pedestrians. The beautiful Fox River is the focal point of the City Center, and the Claude Allouez Bridge unites the two sides of our dynamic downtown. Whether you are on the east side or west side, historic buildings thoughtfully blend with new redevelopment to provide a mix of housing, employment, shopping, dining, and entertainment.

C. SCOPE OF WORK

The City of De Pere anticipates a scope like the following. These are general requirements for the planning process and are not intended to be a comprehensive list of tasks and deliverables. It is expected that project teams will provide the City with more specific recommendations for approaches, tasks, and deliverables based on their expertise from past work on housing study and action plan projects.

Required Elements:

- a. Demographic review and projections with special attention to poverty, homelessness, sensitive populations, disabled, etc. and identify any concentrated areas of poverty about developing fair housing policies.
- b. Inventory of existing housing stock.
- c. Housing needs analysis and prioritization.
- d. Summary of results from focus groups, surveys, and interviews with stakeholders and City Staff.
- e. Project Recommendations:
 - Zoning Ordinance Revisions.

- Comprehensive Plan Revisions.
 - Housing Assistance Programs.
 - Housing Related Investments.
 - Marketing Efforts
 - Project Recommendations:
- f. Comparative analysis of the cost of development in De Pere vs our neighboring communities.
 - g. Case studies and examples of innovative housing programs in similarly situated communities.

Document design features:

- a. The Housing Study and Action Plan needs to be easy to navigate and translate by City Staff and the public.
- b. Text that is supported and enhanced with charts, graphics, images, and photos is needed. A graphic rich document is of utmost importance.
- c. The document needs to be colorful.
- d. The document needs to function online on the City webpage.
- e. Maps and graphics need to link directly to document subsections that the maps or graphics represent.
- f. A clear, concise, and well-defined document layout is desired.

General Questions that the Plans should Answer:

- a. Building off the data in the housing chapter of the 2010 Comprehensive Plan Update and the 2020 Green Bay Housing Market Study, how will future economic, employment, and population growth impact housing demand, especially when it comes to sensitive populations and workforce housing needs?
- b. Based on market information, what are the current, 5-year, and 10-year housing needs in our City? Where do gaps exist in terms of housing types and price ranges? Where should the needed housing types be located?
- c. Does the City have the right balance between owner-occupied and rental housing? What strategies are needed to improve the balance?
- d. What are the City's strategic options for promoting and attracting market rate developers and affordable housing developments, especially those willing to build speculative homes?
- e. What are the housing demand shortfalls?
- f. How are workforce and sensitive population housing needs impacted by price and community livability? What steps are needed to remedy that?
- g. What strategies and programs does the City need to provide for the development and redevelopment of needed housing within the community? How should the community maximize the use of limited public funds to support the potential housing market?
- h. How can community partners (e.g., major employers, hospital, school district) support the City as the community of choice, and the preferred location for employees to live? How can community partners support the development of quality housing or rehabilitation of existing housing?
- i. Does the Zoning Ordinance allow for the recommended strategies? If not, what needs to change?

Specific Project Focuses:

- a. Help the city identify concepts for creative, realistic, and impactful low-income housing projects (e.g., going beyond the idea of backyard cottages for low-income seniors). Concepts may include but are not limited to Identify any successful models for rent-to-own programs or policies.

- b. Include exploration of private philanthropy models, community development, financial institutions, use of bonds, and low-interest loan options.
- c. Identify existing or potential down payment assistance programs for first-time home buyers and low-income households that could be available in the City. Assess the value and limits of these programs in the current market, along with opportunities to pair them with affordable homeownership programs that may be implemented by the City and partners.
- d. Include options for a City program to help convert underutilized and older housing developments into affordable housing projects under a land trust, cooperative model, or redevelopment.
- e. Include strategies to target existing regional partners that qualify low-income prospective homebuyers for ownership, such as credit counseling, debt repair, and financial literacy.
- f. Include feasibility and support needed for an effective Tenant Opportunity to Purchase program or regulation, Right of First Refusal, notice of sale of low-income housing, or similar policies.
- g. Identify other communities that are doing well in similar endeavors and creating meaningful impacts.

Project process and Support Information:

- a. Project Management: Project Management includes effective coordination with staff, representative committees, and the Common Council. Consultant shall conduct an initial project management team meeting with City Staff and prepare a project process roadmap that that will guide the project management team and lists the project phases, schedule of events/activities, and products on a timeline and assigns roles and responsibilities for each task. Project management tasks shall include at a minimum the following:
 - Conduct an initial project management team meeting to create a shared understanding of the project purpose, process, and schedule between the project team and City Staff.
 - Conduct an initial stakeholder analysis by identifying key stakeholders, their issues, levels of involvement, and strategies for outreach.
 - Prepare the necessary draft project management materials.
- a) Assessment: Assessment includes conducting an initial review of the existing community planning reports and studies. Links to the City website for documents and GIS are provided in the below list of plans and ordinances:
 - [Housing and Housing Affordability Reports](#)
 - [Zoning Ordinance](#)
 - [2010 Comprehensive Plan](#)
 - [Downtown Master Plan \(2010\)](#)
 - [Cultural District Master Plan \(2018\)](#)
 - [Historic Districts, Structures, Sites \(GIS Historic Layer\)](#)
- a. Public Engagement: The City of De Pere values the participation of citizens in every stage of the decision-making process. Participation of citizens, landowners, business owners, appointed and elected officials, and other stakeholders throughout the community is paramount to the success of the Housing Study and Action Plan; therefore, the City will look for a project team that has facilitation skills.
- b. Staff Support: The City has several staff members with significant experience in public engagement and expects to participate in the engagement process. The selected project team will be responsible for working with City Staff to prepare the framework for the most impactful

ways to obtain public participation. The project team will be responsible for organizing and then co-leading public events with City Staff.

D. DELIVERABLES

All items delivered as part of this project shall be the sole property of the City of De Pere. The consultant shall be responsible for the submittal and execution of the following:

- a. Progress Reports and Research: The consultant shall be responsible for submitting monthly progress reports and research information relative to the project. The consultant shall clearly communicate how the document may differ from Wisconsin regulations, Zoning Ordinance regulations, and other County and City documents.
- b. Draft Document and Maps: Copies of the draft documents are required during the development stages of the project for review, presentation, and use by the Plan Commission and City Staff.
- c. Meetings: The consultant will be responsible for meeting with City Staff, Plan Commission, and Common Council for document reviews and approvals. The consultant will also meet with City Staff as the project develops on a regular basis. The number and frequency of the meetings will be determined in consultation with all parties before the project begins. The purpose of the meetings will be to establish objectives, discuss alternatives, provide direction, and review progress.
- d. Final Work Products: The final Comprehensive Housing Study and Action Plan must be provided in both print and electronic format compatible with the City website. Easy-to-use and editable charts, checklists, graphics, and images/photos within the document are required. The consultant shall provide the following specific ordinance products:
 - One (1) electronic Microsoft Word version and PDF version of the document, in a format that can be edited by the City Staff.
 - A copy of the map data that is compatible with the City's GIS System, in a format that can be edited by the City Staff.
 - A digital version/shape files of maps with the individual parcel level for use in and compatible with the City's Geographic Information System, which uses ESRI platform and can be edited by the City Staff.

E. SUBMITTAL QUESTIONS

All questions shall be submitted in written form to the contact information provided in Section E by Friday, June 16, 2023. Answers will be provided via the City website as a part of addenda to the RFP as they become available. Multiple addenda may be released.

F. SUBMISSION REQUIREMENTS

Respondent shall submit one (1) complete original hard copy proposals and one (1) electronic copy in PDF format on USB Flash Drive of the entire proposal in a sealed package with the project name, "De Pere 2023 Comprehensive Housing Study and Action Plan" marked on the front of the package. To be considered, proposals must be received no later than 4:00 PM, Central Time, July 31, 2023, and delivered to:

Peter Schlein, Senior Planner | Zoning Administrator
 City of De Pere
 335 S. Broadway
 De Pere, WI 54115

Proposals received after the deadline will not be accepted. Faxed or emailed proposals will not be accepted. Postmarks before the deadline are not sufficient for acceptance. The City will not be responsible for any errors or omissions in the proposals or any delivery delays.

Proposals should include the following information, presented in a clear, comprehensive, and concise manner, to illustrate the project teams' capabilities and technical approach to the work. Each proposal must include the following information, in order as shown below:

- a. Title Page and/or Cover Letter. Show the proposal title, the name of the organization, address, telephone number(s), email address, name of the primary contact person, the date, and other relevant company information. Provide the name(s) of the person(s) authorized to make representations for your team, their title(s), address, email address, and telephone number(s). Include a list of contact information for any proposed sub-consultants and the work they will perform.
- b. Statement of Qualifications. Brief introduction of the Project Team organization. Summary of your understanding of the project and why your team is best suited to complete the scope of work.
- c. Key Staff. Identify the designated project manager or primary contact and key supporting staff. Include resumes for each of the individuals and identify any sub-consultants.
- d. Experience and Examples. Describe your team's experience in the required areas of expertise, and its ability to provide the needed services for the City. Include at least three examples in the last five years. List a minimum of three references related to similar work; references matching the three examples are preferred but not required. The focus of provided examples should be on work performed by the key staff members involved in the project.
- e. Scope and Approach. State the services your team is proposing to provide. Describe the process and timeline that would be utilized to complete the project.
- f. Schedule. Illustrate the Scope and Approach including a breakdown of tasks, timeline, meetings, deliverables, and task responsibility.
- g. Cost. Provide a fee to complete the project.

Failure to complete the above documentation may be grounds to declare an RFP non-responsive and the City may reject the statement of qualifications in whole or in part.

G. EVALUATION CRITERIA

Proposals will be evaluated based on the overall approach, team experience and qualifications, budget, organizational structure, methodology, schedule and fit with the City of De Pere. Proposals will be evaluated according to the following:

- a. Project approach and scope. (20 points).
- b. Qualifications of the project team and individual members. Particular attention will be given to the experience and the demonstrated ability of the project manager to complete all project tasks. (20 points).
- c. Project Team experience and examples (20 points).
- d. Understanding of required project work. (20 points).
- e. Project cost. (15 points).
- f. Quality of the proposal design. (5 points)

H. SELECTION PROCESS

The Project Team selection process will involve the following primary steps.

- a. Proposal Review. The proposal review will be based on a comparative assessment and scoring of each document in accordance with the Evaluation Criteria. The City will then select one or more finalist Project Teams to advance in the selection process. During the evaluation process, the City reserves the right, where it may serve the City's best interest, to request additional information or clarification from proposing teams, or to allow corrections of errors or omissions. The City reserves the right to verify any information contained in proposals.
- b. Interviews. The City will determine whether interviews are needed, or it may select based on the proposals alone. If determined necessary by the City, the finalist teams will be requested to present their experience, proposed approaches, and personnel in an interview to members of the City's selection team and/or City Council. (Further interview instructions will be provided to the selected finalist team(s).) The City will then review the presentation(s) and select a team to advance in the process.
- c. Steering Committee and Plan Commission Review. Based on the results of the selection process, the City's selection team will recommend to the Plan Commission and the Common Council for approval. The final contract must also be approved by the Common Council.
- d. Award of Contract. The City will enter negotiations with a team based on the City's selection team recommendations. Negotiations will be conducted beginning with the team ranked first. If a contract that is satisfactory and advantageous to the City can be negotiated at a price considered fair and reasonable, the award will be made to that team. Otherwise, negotiations with the team ranked first will be formally terminated and negotiations conducted with the team ranked second, and so on until a contract can be negotiated at a fair and reasonable price. The City reserves the right to reject any and all proposals submitted.

I. BUDGET

The City has budgeted \$50,000 for this project. This funding is considered sufficient to accomplish the defined scope with assistance from the City in engagement and mapping. Proposals should provide a work plan that best meets the above objectives and scope including all travel and incurred costs. The proposal should also illustrate additional items that could be out of budget but feel would be a benefit to the project.

J. TENTATIVE TIMELINE

RFP Distribution:	June 30, 2023
Questions Due:	July 21, 2023
City Responses Due:	July 26, 2023
Submittal Deadline (4:00 PM CT):	July 31, 2023
City Review of Responses:	August 1-4, 2023
Interviews (if necessary):	August 10-14, 2023
Consultant Completes Project:	November 15, 2023

K. MISCELLANEOUS AND GENERAL PROVISIONS

- a. Non-Discrimination Statement: The City of De Pere does not discriminate based on race, color, religion, age, marital or veterans' status, sex, national origin, disability, or any other legally protected status in the admission or access to, or treatment or employment in, its services, programs, or activities.
- b. Rejection of Proposals: The City reserves the right to reject any or all proposals, to divide responsibilities among one or more applicants or firms, to waive formalities, and to select the individual or firm which, in the City's sole judgment, can best perform the scope of services required.
- c. Withdrawal of Proposals: the proposer upon submission of a written request may withdraw Proposals.

- d. Ownership of all data, material, and documentation originated and prepared for the City pursuant to the RFP shall belong to the City and be subject to public inspection in accordance with the Freedom of Information Act (FOIA). Trade secrets or proprietary information submitted by the Project Team shall not be subject to public disclosure under (FOIA) unless otherwise required by law or a court.
- e. The City is not liable for any costs incurred by any Project Team in connection with this RFP or any response by any Project Team to this RFP. The expenses incurred by a Project Team in the preparation, submission, and presentation of the proposal are the sole responsibility of the Project Team and may not be charged to the City, regardless of whether a Project Team's Proposal is ultimately selected by the City for completion of the work detailed in this RFP.
- f. Each Project Team should carefully read and review all such items and should address such items in its proposal. However, the final description of the services and/or specifications to be provided to the City under this RFP is subject to negotiations with the successful Project Team, and final approval of the City.
- g. The Project Team shall maintain, during the life of the Agreement, public liability, and property damage insurance to cover claims for injuries, including accidental death, as well as from claims for property damages that may arise from the performance of work under the Agreement.



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: August 28, 2023

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Discussion about site plans received since the June 2023 Plan Commission meeting and review of the status of recently approved development projects.

ATTACHMENTS:

- Site Plan Reviews Memo - July-August 2023 (PDF)

CITY OF DE PERE MEMO



To: James Boyd, Mayor
Plan Commission Members

From: Peter Schleinz, Senior Planner | Zoning Administrator

Date: August 28, 2023

RE: **Discussion about site plans received since the June 2023 Plan Commission meeting and review of the status of recently approved development projects.**

Summary:

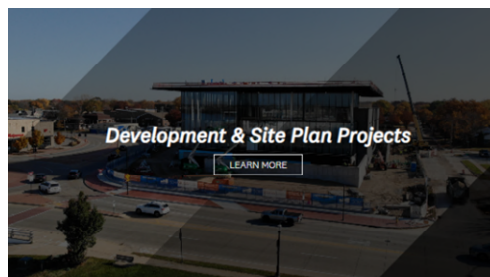
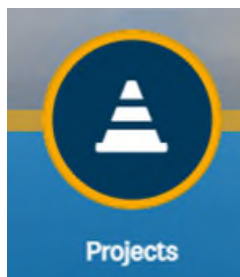
The City of De Pere approved a new Zoning Ordinance that became effective on January 1, 2023. The new Zoning Ordinance speeds up the site plan review process by allowing staff to approve site plan proposals that comply with the Zoning Ordinance and site plan proposals.

Attached is a list of site plans that are either awaiting developer revisions, under staff review, recently approved, recently completed, or denied. Updated information is also available on the City website.

Development and Site Plan Projects are Available Online

Staff are pleased to announce that updated development and site plan project information is available to the Plan Commission and public at any time by accessing the City website, clicking on 'Projects', and clicking on 'Development & Site Plan Projects'.

- City Website Link: <https://www.deperewi.gov/>



There are two alternatives to access the development and site plan project information online: The first alternative is navigating to the Planning & Zoning page. The second alternative is direct access using the following link: <https://www.deperewi.gov/topic/index.php?topicid=574&structureid=124>.

Development and Site Plan Information Available

The development and site plan projects page includes an interactive project map, a list of projects, and tables for project status with a link to the actual site plans and project contacts.

Staff Recommendation

Review the attached list. Ask staff questions, if any, about specific site plan projects.

Page last updated on August 11, 2023.

Development & Site Plan Projects

This page includes a linked Project Map with the locations of recent development and site plan projects in the City of De Pere that are either being revised by the developer (D), under staff review (R), recently approved (A), or recently denied (X). For additional information about a specific project, access to developer contact information, and site plans, click on the project in the List of Projects.

Project Map



Page last updated on August 11, 2023.

Development & Site Plan Projects

This page includes a linked Project Map with the locations of recent development and site plan projects in the City of De Pere that are either being revised by the developer (D), under staff review (R), recently approved (A), or recently denied (X). For additional information about a specific project, access to developer contact information, and site plans, click on the project in the List of Projects.

Project Map

List of Projects

Developer Revising Plans:

- [820 Main AV - New North Shore Bank](#)
- [2257 American BL - Bayside Machine Building Addition](#)
- [746 Main AV - Kwik Trip Parking Lot Addition](#)
- [100 William ST - New Nelson Pavilion at Voyageur Park](#)

Projects that are Under Staff Review:

- None.

Projects that are Recently Approved:

- [1600 N Honeysuckle CI - New Preserve Development Clubhouse](#)
- [2222 American BL - Washworld Building Addition](#)
- [665 Grant ST - West De Pere High School Shed Addition](#)
- [2051 Profit PL – New One Source Technologies](#)
- [1610 Lawrence DR - New Taco Bell](#)
- [1751 W Matthew DR - Sustana Fibers Flash Dryer System Addition](#)
- [1891 Commerce DR - Bedford Paper Addition](#)
- [221 S Broadway ST - New Mulva Cultural Center](#)
- [701 Millennium CT – Storage Shop USA Phase 2 & 3 Addition](#)
- [1225 Lawrence DR – New CoVantage Credit Union](#)
- [410-416 Willie Mays CI – New Waterview Heights Apartments](#)

Projects that are Recently Approved and Completed:

- [1360 Scheuring RD – New Starbucks](#)
- [441 Main AV – Novak-Chase Bank Renovation](#)
- [875 Heritage RD – Chicago Street Pub and The Swan Club New Patio Addition](#)
- [747 Heritage RD – New Wireless Cell Tower](#)
- [1415 Fortune AV – Campbell Wrapper Building Addition](#)

Projects that are Recently Denied:

- None

Additional Project Status Information

Project Name: New Waterview Heights Apartments
Address: 410-416 Willie Mays CI
Parcel Number: WD-2197
City Funding: No
Developer or Authorized Representative: Brad Trembl, Engineering Tech II, Robert E Lee & Associates

Project Status: (C) indicates Completed Step							
Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review - Oct 24, 2022 (C)	Site Plan Approved May 10, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
Click here to see the site plan and developer contact information.							

Project Name: Bayside Machine Building Addition							
Address: 2257 American BL							
Parcel Number: WD-1371							
City Funding: TID (Tax Increment District)							
Developer or Authorized Representative: Aaron Breitenfeldt, Project Manager, Robert E Lee & Associates							
Project Status: (C) indicates Completed Step							
Submit Site Plan and Review Fee (C)	Developer Revising Plans	Staff Review in Progress	Plan Commission Review - Oct 24, 2022 (C)	Site Plan Approved or Denied	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
Click here to see the site plan and developer contact information.							

Project Name: New Wireless Cell Tower							
Address: 747 Heritage RD							
Parcel Number: ED-F0103-2							
City Funding: No							
Developer or Authorized Representative: Julie Baniqued, LCC Telecom Zoning Manager, VB BTS LLC							
Project Status: (C) indicates Completed Step							
Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review - Sep 26, 2022 (C)	Site Plan Approved - Oct 19, 2022 (C)	Permits Issued or Under Construction (C)	Certificate of Occupancy Issued (C)	Project Completed - Jun 26, 2023 (C)
Click here to see the site plan and developer contact information.							

Project Name: New CoVantage Credit Union							
Address: 1225 Lawrence DR							
Parcel Number: WD-D0014							
City Funding: No							
Developer or Authorized Representative: Carmen Behm, Project Architect, MartinRiley Architects-Engineers							
Project Status: (C) indicates Completed Step							
Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review - Sep 26, 2022 (C)	Site Plan Approved - Nov 10, 2022 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
Click here to see the site plan and developer contact information.							

Project Name: Novak-Chase Bank Renovation							
Address: 441 Main AV							
Parcel Number: WD-288							

City Funding: Facade Grant

Developer or Authorized Representative: Marcus Decker, Designer, Alliance Construction & Design

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Jul 13, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued (C)	Project Completed - Jul 28, 2023 (C)
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[Click here to see the site plan and developer contact information.](#)**Project Name: New One Source Technologies****Address: 2051 Profit PL**

Parcel Number: ED-2382

City Funding: TID (Tax Increment District)

Developer or Authorized Representative: Calvin L. Tollefson, Engineer, Harris & Associates INC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review - Sep 26, 2022 (C)	Site Plan Approved - Oct 20, 2022 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)**Project Name: Storage Shop USA Phase 2 & 3 Addition****Address: 701 Millennium CT**

Parcel Number: ED-3090

City Funding: No

Developer or Authorized Representative: Dave Anderson, Owner, Town and Country Development LLC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review - Sep 26, 2022 (C)	Site Plan Approved - Oct 4, 2022 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)**Project Name: New Taco Bell****Address: 1610 Lawrence DR**

Parcel Number: WD-D0015-2-1

City Funding: No

Developer or Authorized Representative: Alfred Teleron, Project Architect, MRV Architects INC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review - Aug 22, 2022 (C)	Site Plan Approved - Jun 29, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)**Project Name: New Starbucks**

Address: 1360 Scheuring RD

Parcel Number: WD-D0021-4

City Funding: No

Developer or Authorized Representative: Joel Ehrfurth, Principal Engineer, Mach IV Engineering & Survey LLC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review - Jul 25, 2022 (C)	Site Plan Approved - Aug 12, 2022 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued (C)	Project Completed - July 31, 2023 (C)
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[Click here to see the site plan and developer contact information.](#)**Project Name: Campbell Wrapper Building Addition****Address: 1415 Fortune AV**

Parcel Number: WD-D0040-1

City Funding: No

Developer or Authorized Representative: Bob Mach, PE, Mach IV Engineering & Survey LLC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review - Jun 27, 2022 (C)	Site Plan Approved - Jul 25, 2022 (C)	Permits Issued or Under Construction (C)	Certificate of Occupancy Issued (C)	Project Completed - Jun 23, 2023 (C)
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[Click here to see the site plan and developer contact information.](#)**Project Name: Chicago Street Pub and The Swan Club New Patio Addition****Address: 875 Heritage RD**

Parcel Number: ED-F0103-1

City Funding: No

Developer or Authorized Representative: Charlie Matuszewski, Project Manager, IEI General Contractors INC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review - (C)	Site Plan Approved - Feb 8, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued (C)	Project Completed - Jul 20, 2023 (C)
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[Click here to see the site plan and developer contact information.](#)**Project Name: New Mulva Cultural Center****Address: 221 S Broadway ST**

Parcel Number: WD-812

City Funding: Land, Infrastructure

Developer or Authorized Representative: Mike Van Asten, De Pere Cultural Foundation INC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review - Nov 23, 2020 (C)	Site Plan Approved - Feb 16, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

Project Name: Sustana Fibers Flash Dryer System Addition							
Address: 1751 W Matthew DR							
Parcel Number: WD-364-D-526							
City Funding: No							
Developer or Authorized Representative: Eric Simenson, President, Precision Industrial Contractors							
Project Status: (C) indicates Completed Step							
Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Jun 27, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
Click here to see the site plan and developer contact information.							

Project Name: Washworld Building Addition							
Address: 2222 American BL							
Parcel Number: WD-1136-1							
City Funding: No							
Developer or Authorized Representative: Bob Mach, PE, Mach IV Engineering & Surveying LLC							
Project Status: (C) indicates Completed Step							
Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Aug 9, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
Click here to see the site plan and developer contact information.							

Project Name: New Nelson Pavilion at Voyageur Park							
Address: 100 William ST							
Parcel Number: ED-728							
City Funding: No							
Developer or Authorized Representative: Kevin Chevalier, Project Manager, McMahon Associates							
Project Status: (C) indicates Completed Step							
Submit Site Plan and Review Fee (C)	Developer Revising Plans	Staff Review in Progress	Plan Commission Review	Site Plan Approved or Denied	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
Click here to see the site plan and developer contact information.							

Project Name: Bedford Paper Addition							
Address: 1891 Commerce DR							
Parcel Number: ED-344-102-4							
City Funding: No							
Developer or Authorized Representative: Lee St Aubin, Architect, Baisch Engineering							
Project Status: (C) indicates Completed Step							
Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Jun 12, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
Click here to see the site plan and developer contact information.							

Project Name: New Preserve Development Clubhouse							
Address: 1600 N Honeysuckle CI							
Parcel Number: WD-D0034-1							
City Funding: TID (Tax Increment District)							
Developer or Authorized Representative: Bill Kingston, Developer, Preserve Development LLC							
Project Status: (C) indicates Completed Step							
Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress	Plan Commission Review (C)	Site Plan Approved - Aug 11, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
Click here to see the site plan and developer contact information.							

Project Name: Kwik Trip Parking Lot Addition							
Address: 746 Main AV							
Parcel Number: WD-445, WD-451							
City Funding: No							
Developer or Authorized Representative: Nick Newman, Store Engineering, Kwik Trip INC							
Project Status: (C) indicates Completed Step							
Submit Site Plan and Review Fee (C)	Developer Revising Plans	Staff Review in Progress	Plan Commission Review	Site Plan Approved or Denied	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
Click here to see the site plan and developer contact information.							

Project Name: West De Pere High School Shed Addition							
Address: 665 Grant ST							
Parcel Number: WD-864							
City Funding: No							
Developer or Authorized Representative: Terry Vande Hey							
Project Status: (C) indicates Completed Step							
Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Jul 13, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
Click here to see the site plan and developer contact information.							

New North Shore Bank							
Address: 820 Main AV							
Parcel Number: WD-534, WD-535, WD-536, WD-533-1							
City Funding: No							
Developer or Authorized Representative: Michael Leidig, EIT, Robert E Lee and Associates							
Project Status: (C) indicates Completed Step							
Submit Site Plan and Review Fee (C)	Developer Revising Plans	Staff Review in Progress	Plan Commission Review	Site Plan Approved or Denied	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
Click here to see the site plan and developer contact information.							