



Board of Public Works

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Agenda

Monday, November 10, 2014

7:30 PM

De Pere City Hall Council Chambers

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **Board of Public Works** of the City of De Pere will be held on **November 10, 2014 at 7:30 PM** in the **De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI 54115.**

This meeting can be viewed LIVE at www.depere.tv. This meeting is also rebroadcast on TW Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at www.depere.tv.

I. Call to Order

1. Roll Call

II. Public Comment

III. Items

1. Approval of the Minutes of the October 13, 2014 Board of Public Works Meeting.
2. Consider Celebrate De Pere Request*
3. Consider Updates to the Civic Group Signs
4. Consider Revocable Occupancy Permit – 500 Main Street*
5. Consider Recommended Updates to the Truck Access Routes*
6. Consider Recommendations From City Engineer for Parking and Traffic Action Items*

IV. Future Agenda Items

V. Adjournment

***Items with an asterisk require City Council approval.**

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk-Treasurer's office at 339-4050 by Noon, Monday November 11, 2014 so that arrangements can be made.

Agenda Sent To:

Mayor
Alderspersons
Department Heads
TV, Newspapers & Radio
Stations
Kress Family Library

De Pere Chamber of Commerce
Sue Robertson, Woman's Club of De Pere
Jerry Van Dyn Hoven
Gerald Ambrosius, Celebrate De Pere

Notice is hereby given that a majority of the members of the Common Council of the City of De Pere may attend this meeting to gather information about a subject (s) over which they have decision-making responsibility.

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: November 10, 2014

DEPARTMENT: Public Works

FROM: Pam Denis

SUBJECT: Approval of the Minutes of the October 13, 2014 Board of Public Works Meeting.

ATTACHMENTS:

- CE_BOPW October 13, 2014 Draft Meeting Minutes (PDF)



Board of Public Works

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Draft Minutes

Monday, October 13, 2014

7:30 PM

De Pere City Hall Council Chambers

I. Call to Order

The meeting was called to order at 7:30 PM by Mayor Michael J. Walsh

Attendee Name	Title	Status	Arrived
Dean Raasch	Aldersperson	Present	
Kevin Bauer	Aldersperson	Present	
James Boyd	Aldersperson	Present	
Jim Kneiszel	Aldersperson	Present	
Michael J. Walsh	Mayor	Present	

Others present were Scott Thoresen, Director of Public Works, Eric Rakers, City Engineer, Pam Denis, Recording Secretary.

II. Public Comment

None

III. Items

- Approval of the Minutes of the September 8, 2014 Board of Public Works Meeting
Aldersperson Bauer moved to approve the September 8, 2014 Board of Public Works Minutes, Aldersperson Kneiszel seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Bauer, Aldersperson
SECONDER:	Jim Kneiszel, Aldersperson
AYES:	Raasch, Bauer, Boyd, Kneiszel, Walsh

- Consider Revocable Occupancy Permit – St. Norbert College - Reid Street*
Scott Thoresen, Director of Public Works, presented the request by St. Norbert College, for a Revocable Occupancy Permit on Reid Street. Mayor Walsh moved to open the meeting at 7:35pm to allow Brian Beth from Performa to speak. Aldersperson Raasch seconded the motion, upon vote the motion passed. Brian Beth explained that the Science building plans show a tunnel which they wish to use for the purpose of extending campus steam lines to dorms where a boiler failed. Mayor moved to return to regular order at 7:36pm, Aldersperson Raasch seconded the motion, upon vote, the motion passed. Aldersperson Bauer moved to approve the request from St. Norbert College for a revocable occupancy permit for their existing underground utility tunnel on Reid Street, Aldersperson Kneiszel seconded the motion. Upon vote the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
AYES:	Raasch, Bauer, Boyd, Kneiszel, Walsh

- Consider 2015 Snow & Ice Removal Rates
Director of Public Works, Scott Thoresen, reviewed the sidewalk snow removal rates for 2015 for approval. These rates are charged to property owners who fail to remove snow and ice from the sidewalk resulting in the City performing the work. Director Thoresen presented comparative spreadsheets reflecting actual costs for equipment and manpower to remove snow and ice. He explained that the rates reflect a 10% increase over the

previous year as all fees in the City have been increased in 2015 by a minimum of 10% to offset the State mandated levy limits. Discussion followed. Mayor Walsh moved to approve the presented 2015 rates for sidewalk snow removal, Alderperson Boyd seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	James Boyd, Alderperson
AYES:	Raasch, Bauer, Boyd, Kneiszel, Walsh

4. Discussion on STH 57 Reconstruction from 700 Feet North of Randall Avenue to the North City Limits
 Scott Thoresen, Director of Public Works explained that the Dept. of Transportation (DOT) had been invited to share a presentation on the STH 57 Reconstruction anticipated in 2018. Andrew Fulcer from the DOT and Chris Rossmiller and John Rathke from Mead and Hunt presented a powerpoint of the project overview, purpose and need, history and schedule, speed study and complete street roadway alternatives. The construction will be from 700 feet north of Randall Avenue to the north City limits in De Pere and extends to the north Village limits in Allouez. Discussion followed.

IV. Future Agenda Items

None

V. Adjournment

Mayor Walsh moved to adjourn the meeting, Alderperson Raasch seconded the motion. Upon vote the motion passed and the meeting was adjourned at 8:15pm.

Respectfully submitted,
 Pam Denis

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: November 10, 2014

DEPARTMENT: Public Works

FROM: Scott Thoresen

SUBJECT: Consider Celebrate De Pere Request*

Celebrate De Pere is requesting the City's street department to assist with setting up for their event for 2015.

The estimated costs for the street department is based on the proposed 2015 hourly wages and was based on set up and take down time we had for the 2014 event:

Labor:

4 Employees for three (3) days -

1 - Sign Maintenance Employee	25.17 x 24 hrs	\$ 604.08
45% Fringe Benefit	\$11.33 x 24 hrs.	\$ 271.92
3 - Truck Drivers	\$24.71 x 3 = \$74.13 x 24 hrs.	\$ 1,779.12
45% Fringe Benefit	\$11.12 x 3 = \$33.36 x 24 hrs.	\$ 800.64
Total Labor		\$ 3,455.76

Equipment:

1 - Bobcat for 8 hrs.	\$81.86 x 8 hrs.	\$ 654.88
2 - 1 Ton Dump Trucks for 3 days	\$10.62 x 2 = \$21.24 x 24 hrs	\$ 509.76
1 - Trailer for 8 hrs.	\$10.70 x 8 hrs	\$ 85.60

Total Equipment \$ 1,250.24

Sub-Total \$ 4,706.00

10% Administration Fee

\$ 470.60

TOTAL \$ 5,176.60

If you have any questions on this matter please feel free to contact me.

ATTACHMENTS:

- 2015 Celebrate Letter to Public Works Request(DOC)
- 2014 Celebrate Donation Recipients (DOC)



The Celebrate Committee, Inc.

Organizers of Celebrate De Pere

905 George Street #138
De Pere, WI 54115
www.celebratedepere.com

October 27, 2014

Board of Directors:

Brenda Gauger
President
920-336-9558
Cell: 920-366-3869

Carl Castelic
Vice President
920-227-3364

Gerard Ambrosius
Treasurer
920-336-7980
Cell: 920-362-7900

Kristina Ambrosius
Secretary
Cell: 920-883-9227

Mark Hubert
Member-at-Large
Cell: 920-713-1443

Dennis Koltz
Member-at-Large

Bob Tease
Member-at-Large

City of De Pere
Department of Public Works
Attn: Scott Thoresen, Director of Public Works Department
925 S. Sixth Street
De Pere, WI 54115

Dear Mr. Thoresen:

We, The Celebrate Committee, Inc., in our continuing effort to put on a festival that will showcase our City would like to petition the Public Works Department for the following services for the "Celebrate De Pere" 2015 festival:

1. Put up and take down the fence that surrounds the perimeter of Voyageur Park. The posts and orange fencing are stored at our storage shed (Heritage Lake Storage, located on Mid-Valley Drive, De Pere). The install would need to be done on Thursday, May 21st, and Friday, May 22nd, with take down done on Tuesday, May 26th. We would also ask the Public Works Department to pickup and bring back these materials from our storage shed.
2. We would also need our front gate items and a pallet of electrical items to be delivered to Voyageur Park from our storage shed the morning of Thursday, May 21st, and brought back on Tuesday May 26th.
3. Provide trash barrels to Voyageur Park. The Celebrate Committee Inc. will furnish the plastic trash bags.
4. Provide a 55-gallon drum to Voyageur Park to be used to dump any hot coals in.
5. Install the banner over Reid Street. The Celebrate Committee, Inc. will provide the banner. The Celebrate Committee, Inc. will also obtain the necessary permit.
6. We ask that these items be included along with the items that are included in the standard contract we signed with the Parks Department last year.

Members of our staff will be on vacation and available on Thursday, May 21st, Friday, May 22nd and also on Tuesday, May 26th to assist your staff. The Celebrate Committee Inc. would like to thank the Public Works Department and the Parks Department in advance for all their help in making the 2014 a successful event. It was greatly appreciated! Attached is a letter outlining the recipients and dollar amount raised from the 2014 festival.

Thanking you in advance;

The Celebrate Committee, Inc.
Organizers of "Celebrate De Pere"

Attachment: 2015 Celebrate Letter to Public Works Request (2805 : Consider Celebrate De Pere Request)



The Celebrate Committee, Inc.

Organizers of

Celebrate De Pere

905 George Street #138

De Pere, WI 54115

www.celebratedepere.com

October 27, 2014

Board of Directors:

Brenda Gauger

President

920-336-9558

Cell: 920-366-3869

Carl Castelic

Vice President

920-227-3364

Gerard Ambrosius

Treasurer

920-336-7980

Cell: 920-362-7900

Kristina Ambrosius

Secretary

Cell: 920-883-9227

Mark Hubert

Member-at-Large

Cell: 920-713-1443

Dennis Koltz

Member-at-Large

Bob Tease

Member-at-Large

City of De Pere

Attn: Members of the City Council

335 S. Broadway

De Pere, WI 54115

Donation Recipient's from 2014 Proceeds

Breecher Family

Ben's Wish Project Fund

Freedom House Ministries

American Red Cross

Camp Daniel

Carry The Fallen

CASA of Brown County

Colton's Cure Foundation

City of De Pere - Dog Park

City of De Pere - Rec. Scholarship

Connect Inc. A Cancer Concierge

De Pere Kiwanis Club

De Pere VFW Post 2113

De Pere VFW Post 2113 Ladies Aux.

De Pere Historical Society

De Pere Christian Outreach

De Pere Community Center for Elderly

De Pere Rapides Youth Soccer Club

Bay Area Humane Society

Family & Childcare Resources of NEW

Howe Community Resource Center

Kress Library

LedgeFest Community Celebration

Legion Park Disc Golf Course Fund

Marine Corp. Reserve Association

Syble Hopp School

CP Center

EDP & WDP School Graduation Bashes

NWTC Criminal Justice Association

Globe University Legal Services

Green Bay Fusion (Team Shine)

NEW Community Shelter

Desert Veterans

OLOL School

Boy Scout Troop #1038

Old Glory Honor Flights

Electrical Union

East High Baseball

Families of Children with Cancer, Inc.

Unity Limited Partnership

United Way

Wings Over WI Marina Project

2014 Non Profit Organizations in Park

Desert Veterans

Hope Lutheran Church

The Lions Club of De Pere

DPHS Girls Softball

De Pere Wrestling Club

Tau Kappa Epsilon Fraternity

Brown County Tavern League

West De Pere Booster Club

Total Amount Raised from 2014 Festival: \$125,412.54

Attachment: 2014 Celebrate Donation Recipients (2805 : Consider Celebrate De Pere Request)

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: November 10, 2014

DEPARTMENT: Public Works

FROM: Eric Rakers

SUBJECT: Consider Updates to the Civic Group Signs

There are two civic group signs in the City. One sign is located on the west side near Bicentennial Park, and the other on the east side on STH 32/57 just north of Bomier Street. Each sign contains nine smaller civic group signs. Staff has been contacted by the De Pere's Women Group to place their civic group sign on the larger sign (See attached). The challenge is that there is no space on the signs as exists today.

Staff conducted research on the signs. A permit to locate the sign on the west side was issued by the Wisconsin Department of Transportation (WisDOT) in 1980. A permit was issued by WisDOT on October 12, 1978. Both signs appear to have been installed by the De Pere Lions Club. The City is listed as the current owner of both signs. Information on the permitting is attached. In reviewing the signs with staff, the City has been supplied with the individual civic group signs and City staff has placed the signs on the large sign.

Staff is requesting input from the Board on how to proceed with the sign request. There are several options that could be considered:

- (1) Do nothing until another civic group sign is removed.
- (2) Require all groups to provide smaller signs.
- (3) Enlarge the sign on the west by lowering the bottom of the sign. Note that the east sign cannot be modified by lowering (too low) or raising (overhead power lines).
- (4) Create a new sign. Note that a style will need to be determined. This has not been budgeted.
- (5) Remove the large sign and do not replace.

There may be other options to those identified above.

Any major modifications to the existing signs will require approval from the Wisconsin Department of Transportation.

ATTACHMENTS:

- CI-BOPW-11-10-2014-Signs_Pictures (DOCX)
- Woman's Club of De Pere Request (PDF)
- 5460 Permit (PDF)

- 5460 Index Card (PDF)
- 5460 Oasis printout (PDF)
- 4394 Permit (PDF)
- 4394 Index Card (PDF)
- 4394 Oasis printout (PDF)



Memorandum

To: Board of Public Works
From: Eric Rakers
Re: Civic Group Signs
Date: November 4, 2014



West Side Sign in Bicentennial Park

Attachment: CI-BOPW-11-10-2014-Signs_Pictures (2780 : Consider Updates to the Civic Group Signs)



East Side Civic Group Sign at STH 32/57 and Bomier Street

Susan Robertson
413 S. Good Hope Rd.
De Pere, WI 54115

10/29/14
Eric Rakers
City Engineer
City of De Pere
925 S. 6th Street
De Pere, WI 54115

Dear Mr. Rakers,

As a member, and past president, of the Woman's Club of De Pere, I request permission to post a sign(s), with our club's information, on the service club structures at the entrances to the City of De Pere.

The Woman's Club has been in existence, in De Pere, since 1911, and has contributed to our city, both monetarily, and with time and service, since our inception. Our garden group is responsible for much of the landscaping of the roundabouts and public areas, as well as the planters along some downtown sidewalks. We have consistently donated funds for the Riverwalk, Voyager Park, De Pere Historical Society, and Santa's House. We Presented the De Pere Rescue Squad and Paramedics with "PEDI-Bags" for the rescue vehicles, so that children, whose needs are vastly different from adults, could be better served. Students in De Pere High Schools annually receive college scholarships and WILS (leadership) scholarships to state programs. We give monetary aid to the high schools every

year to help provide safe graduation celebrations. Youngsters, in middle school, are eligible to participate in the General Federation of Women's Club's Helen Mears Art Contest where they may receive monetary prizes and local, state, and national recognition. Children, at the middle and elementary levels, are helped by our Tutoring Group. The annual Red Cross Fall Blood Drive at St. Norbert's College is staffed by our members. We, routinely, give money and foods/goods to De Pere Christian Outreach and the Food Pantry. Our club has been instrumental in sponsoring "Get Out and Vote" initiatives for many years. This past summer, our group constructed, placed, and supplied a "Little Free Library" on the De Pere Community Center property. We continue to maintain the library on a weekly basis, providing books, free of charge, to children, teens and adults. Finally, we serve throughout the metro area by giving to Golden House, the YWCA Women's Closet, Encompass Child Care, and area foundations which help the physically and mentally handicapped. We also help groups who provide unique services to those in need, who may not fit into general categories, like teens who cannot afford dresses to attend events like Prom or Homecoming.

I have only mentioned those things we do on a routine basis, but I believe this should give enough of an overview of our club to prove that we are worthy of being listed as a De Pere community service organization.

We will, happily, comply with whatever requirements for the sign production and placement you feel are necessary.

Thank you for your consideration,

Susan Robertson

Woman's Club of De Pere



State of Wisconsin \ DEPARTMENT OF TRANSPORTATION



April 30, 1980

DePere Lions Club
228 South Clay Street
DePere, Wisconsin 54115

Outdoor Advertising Signs
Interstate & Federal Aid
Primary Highway Systems
Permit # 5-0211-30
County of Brown

DIVISION OF HIGHWAYS AND TRANSPORTATION FACILITIES

4802 Sheboygan Avenue
P. O. Box 7916
Madison, WI 53707

	DATE	INITIAL	
DISTRICT LOG BOOK	5/19/80	DM	
STATE NUMBER BOOK	5/19/80	DM	
MAP LOCATION	6/16/80	BR	
TAG NUMBER BOOK	7/28/80	BR	
FILED			

Signs which are along and visible from highways on either the Interstate or the Federal Aid Primary State Trunk Highway Systems are regulated by state law.

The enclosed is state permit approval of the particular signing therein identified and described. This authorization recognized that the said signing apparently conforms to the requirements of Section 84.30, Wis. Statutes, and to the Administrative Rules and Laws associated therewith and presently effective.

Any subsequent finding to the effect that the application includes any misrepresentation, or that the signing is otherwise in noncompliance with the applicable regulations at the time of permit issuance, may result in permit revocation.

Any present or future questions you may have respecting this authorization, and any inquiries with regard to sign matters in general or particular, should be directed to the office identified at the lower left.

The enclosed authorizations are effective until superseded or revoked.

Sincerely,

G. T. Landsness

G. T. Landsness
Chief Maintenance Engineer
Central Highway Maintenance

GTL:bjr

Enclosure

311659

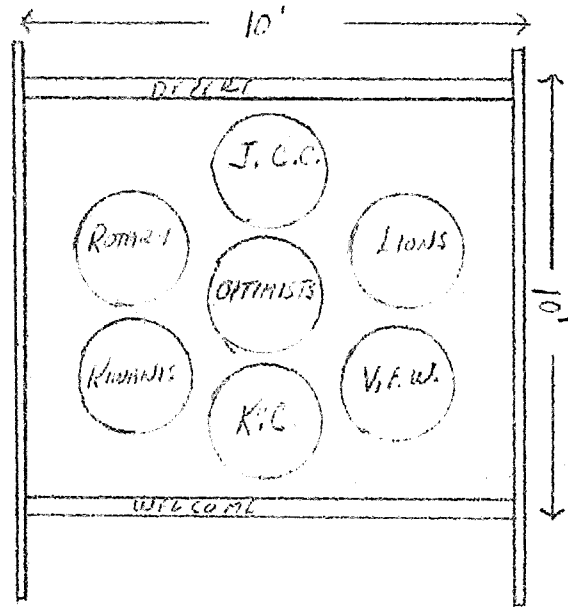
Attachment: 5460 Permit (2780 : Consider Updates to the Civic Group Signs)

- 1) The sign described by this permit is subject to all applicable state controls pursuant to Section 84.30, Wisconsin Statutes and Chapter Hy-19 of the State of Wisconsin Administrative Code. This Permit does not, however, relieve the permittee from the duty to comply with any and all local zoning which may also apply to and regulate the sign and/or its structure or location. The holder of this permit is expected to comply with the requirements of the state law and code, as well as to any and all applicable requirements by other jurisdictional agencies and local zoning authorities. In the event multiple or conflicting controls are found to exist in relation to the sign, its structure and/or its location, the more restrictive conditions of such several regulations shall apply.
- 2) This permit does not authorize the damage or destruction of any tree or shrub within the limits of the highway right of way. No tree or shrub outside the limits of the highway right of way shall be cut, trimmed, or damaged or disturbed without the consent of the owner of such tree or shrub. Any cutting, trimming, damaging or disturbing of trees located within the limits of the highway right of way shall be cause for immediate revocation of this permit as well as prosecution through process of law.
- 3) *(Applies only to "Directional" Signs as defined in Sub. 19.03, Wis. Administrative Code)*
The business or activity referenced herein has been state-inspected and found eligible to qualify for signing of the restrictive "Directional" sign category. The sign site eligibility has been established on basis of the criteria applicable to the "Directional" sign class.

This permit does not authorize anything other than the installation and maintenance of a fully qualified "Directional" sign at the sign site the permit describes.

The permittee is hereby placed on notice that if the sign message is later changed to advertise something other than a business which the issuing agency has determined to be eligible for signing of the "Directional" category; or if the sign (as thus changed) would exceed the number of "Directional" sign exposures for which a recognized activity is eligible under the state regulations, such change would have the effect of violating the conditions of this permit, thereby rendering its subsequent validity null and void.

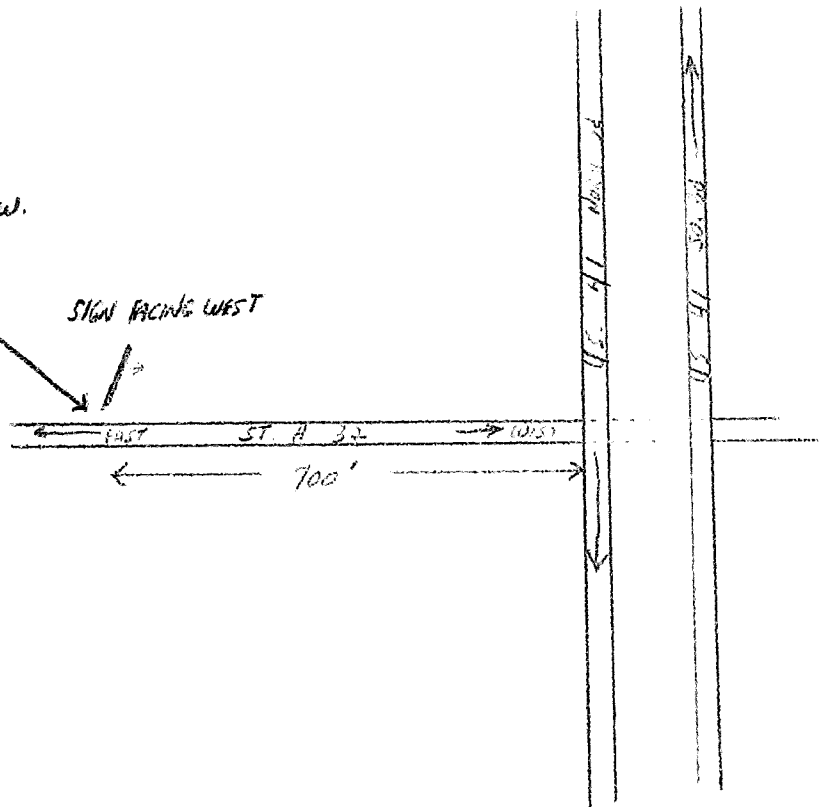
- 4) *(Applies only to agricultural test plot areas)*
The activity advertised by the sign(s) herein described is seasonal. Issuance of this permit is conditioned upon the understanding that said sign(s) will remain visible from the regulated highway only for the duration of such activity or until October 20 of the permit-issuance year, whichever occurs first. Notice is hereby given that unless a request for an extension of time is expressly requested in writing prior to the cessation of such activity or October 20 of the permit-issuance year, whichever occurs first, any sign(s) hereby permitted which remains visible from the regulated highway thereafter will be removed by the State of Wisconsin without further notice. The permittee agrees to indemnify the State of Wisconsin, its employees and its agents, for the costs of such removal.
- 5) Nothing herein requires any property owner to have or to retain any sign upon his land which he may otherwise exclude or expel.



EXH IND. SIGN
30" DIAM.

ONE FT. FROM R.O.W.

SIGN FACING WEST



CO. Brown T. HWY 32
city of De Pere 710A-14
 TOWNSHIP De Pere R/P+MILE 002A +0.98
 HWY CTH "G" SIDE South
NW 1/4 SW 1/4 SEC 21 T 23 N R 20 E
5177' 41 miles East OF USH 41 5177' from Exit 163 STOP BAC
 (FEET) (E,W,N,S) (IDENTIFY NEAREST ROAD INTERSECTION)
West No
 SIGN TO FACE: (COMPASS DIRECTION) SIGN ILLUMINATION
 SIGN CATEGORY Directional - Service Club
 SIGN TYPE ☒ SINGLE FACE ☐ BACK TO BACK ☐ SIDE-BY-SIDE
☐ "V" TYPE ☐ OVER-UNDER
 SIGN SIZE 10' x 8'
 MESSAGE Service Clubs
 SIGN OWNER De Pere Lions Club LAND OWNER 11659
 INVENTORY PERMIT NO.
1966 LINE 5-0211-80 Tag Per 0579
1972 LINE STATE 3-2201
1976 LINE DISTRICT TAG

USE THIS SPACE AND BACK FOR PHOTOS AND SPECIAL DRAWINGS OF IRREGULAR SHAPED SIGNS.



Oasis #: 5460 **Size (sq. ft.):** 96
Old Oasis #: 311660 **Type 1:** S
Old Permit #: 5-0211-80 **Type 2:**
Owner's #: **Facing:** W
RP: 153 +0.01 **Side of Hwy:** R
Inv Dir: E **HAGL:**
Sort Hwy: 32 **R/W to Sign:** 0
Quadrant: PC **Lighted:** ☐
Section: 29
Town: 23
Range: 20

Zoning: Other
Category: SER-Grouped
Chngbl Msg:
NC Reason:
Permit Date: 4/30/1980
Install Date:
Rem/Exp Date:
Municipality: City of De Pere
County: 05 BROWN
Active: ☒
Followup Date:

Location from centerline of nearest intersection (below):
 700' E OF NB USH 41

Approved Activity (Directional sign use only):

Note:

Sign Owner: City of DePere
Address: 335 S. Broadway
Cty/St/Zip: De Pere WI 54115

Land Owner: City of DePere - 2810
Address: 335 South Broadway
Cty/St/Zip: De Pere WI 54115

Installer: OIS Default - 1
Address: Unknown
Cty/St/Zip: Unknown WI XXX



Attachment: 5460 Oasis printout (2780 : Consider Updates to the Civic Group Signs)



3.3.e

Attachment: 5460 Oasis printout (2780 : Consider Updates to the Civic Group Signs)



State of Wisconsin \ DEPARTMENT OF TRANSPORTATION



November 16, 1978

Norbert H. Neumeyer
226 South Clay Street
DePere, Wisconsin 54115

	DATE	TIME
DISTRICT ENGINEER	11/24/78	gc
SUPERVISOR	11/24/78	gc
ADVISOR	11/24/78	gc
CHIEF MAINTENANCE ENGINEER	7/28/80	BR
FILED	11/24/78	gc

Outdoor Advertising Signs
Interstate & Federal Aid
Primary Highway Systems
Permit No. 5-0185-78
County of Brown

Signs which are along and visible from highways on either the Interstate or the Federal Aid Primary State Trunk Highway systems are regulated by state law.

The enclosed is state permit approval of the particular signing therein identified and described. This authorization recognizes that the said signing apparently conforms to the requirements of Section 84.30, Wis. Statutes, and to the Administrative Rules and Laws associated therewith and presently effective.

Any subsequent finding to the effect that the application includes any misrepresentation, or that the signing is otherwise in non-compliance with the applicable regulations at the time of permit issuance, may result in permit revocation.

Any present or future questions you may have respecting this authorization, and any inquiries with regard to sign matters in general or particular, should be directed to the office identified at the lower left.

The enclosed authorizations are effective until superseded or revoked.

Sincerely,

G. T. Landsness

G.T. Landsness
Chief Maintenance Engineer

GTL:bjr

304429

Attachment: 4394 Permit (2780 : Consider Updates to the Civic Group Signs)

APPLICATION FOR PERMIT TO INSTALL OUTDOOR SIGN (Interstate and Federal Aid Primary Highway Systems)

State of Wisconsin / Department of Transportation

E-M-117 6-77

INSTRUCTIONS TO APPLICANT:

Submit this application to the Wis. Div. of Highways District office identified in the block entitled "Mail Completed Permit Application To:". Application shall include the following:

- Three copies of this application form with all entries completed down to dotted line.
- Three copies of a sign sketch illustrating the size (by dimensions), shape, color scheme and message of the proposed display.
- Three copies of a site plan drawing, detailing sign positioning with respect to the highway, direction(s) of the sign's facing or facings, and whether the display will be on a building or free-standing. The location for On-property signing shall be referenced (distance shown) to the nearest part of the building in which the activity is conducted or managed. Include on the drawing, the locations of property lines; and development features, such as customer parking lots.
- One copy of some form of documentation from the jurisdictional zoning authority to prove how the property is zoned, include date current zoning was established. If no zoning has been assigned to the property, include a statement from the jurisdictional zoning authority, to the effect that the land is unzoned.

SIGN LOCATION AND SITE QUALIFICATION DATA

Interstate or Federal Aid Primary Highway No. WIS. 57432	County BROWN	☐ Town ☒ City ☐ Village OF: DEPERE	Highway Side ☐ North ☐ South ☒ East ☐ West
Proof supplied to indicate that the land zoning is: R-2		Sign to be EO Bomier's Add. to De Pere	
Since date of 1973		Township 114 Lot 6 Strip Des in S40 253 302	
Distance between sign site and nearest highway intersection to either side of the regulated highway in both directions along the regulated highway: Indicate part of intersection from which measurement taken. 100 (Feet) North of E Bomier Road (Identify road measured from)			
Distance from the highway right of way line, at least: 10 (feet)		Sign to face: (Compass direction) SOUTH	Sign Illumination ☐ Steady light ☒ No lights
Name and address of person or company who will install the sign if approved: DEPERE LIONS CLUB DEPERE, WIS. 54115		Installer license number. If none, so state. NONE	

SIGN CATEGORY

- | | |
|---|---|
| ☐ On-Advertised Property and on building: | ☐ On-Property Free Standing |
| ☐ On Advertised property for guidance internal traffic: | ☐ Off-Advertised property (advance inform) |
| ☐ Directional as defined by subsec. 19.03 Adm. Code: | ☐ More than 660 feet from Highway right of way: |
| ☐ Sign on officially designated school bus stop shelter (affidavit from school officials required) | ☒ Official sign (City, Village, Town, County, State, official to be applicant): |
| ☒ Service Club, Chamber of Commerce, or Religious Sign. | |

Sign Type

☒ Single face: ☐ Back to back: ☐ Side-by-side: ☐ "V" Type:	Mail Completed Permit Application to: 11010 W. 11th St. Department of Transportation Division of Highway 1205 North Highway Avenue Green Bay, WI 54303
Name and address of applicant (type or letter): NORBERT H. NEUMEYER 336-7224 228 JO. CLAY ST. City DEPERE State WIS. Zip Code 54115	

The undersigned applicant hereby requests permission to install and/or maintain the advertising sign described herein. A CHECK in the amount of \$ 20.00 is enclosed herewith as payment of the permit issuance fee.

C.O. Maint. Date 10-12-78

X

Signature of Permit Applicant

NOV 15 P.M.

PERMIT

Subject to compliance by the applicant with all requirements of Section 84.30, Wis. Statutes, with Chapt. Hy-19, Wis. Administrative Code, with other statutes and codes applying, and with all standard and special provisions on the reverse face hereof or attached hereto, permit approval is hereby granted to authorize installation and maintenance of the specific advertising or informative display described herein at the precise location herein defined.

Access from the travel lane or any interchange ramp of any Interstate highway or any other controlled access highway for the installation, maintenance or repair of the sign is expressly prohibited.

Application No. 5-0190	Sign Area (Sq. Ft.) 542	Fee Received \$ 20.00	Permit Issuance Date 11-16-78	Permit Number 5-018578
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APPROVAL:

X E. J. Landwehr
Wis. Div. Highways, Chief Maintenance Engineer

THIS PERMIT IS REVOCABLE

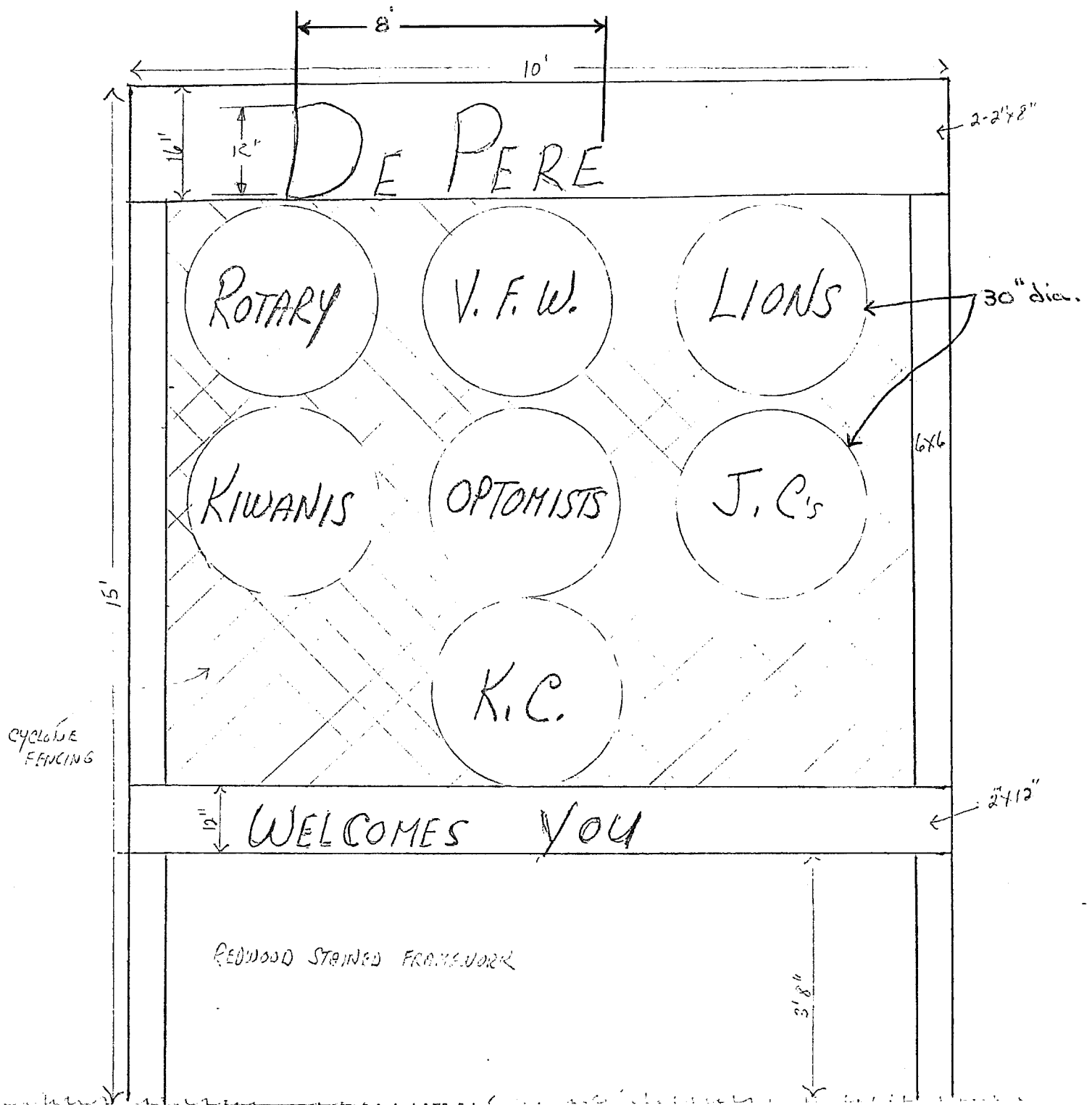
3-1969

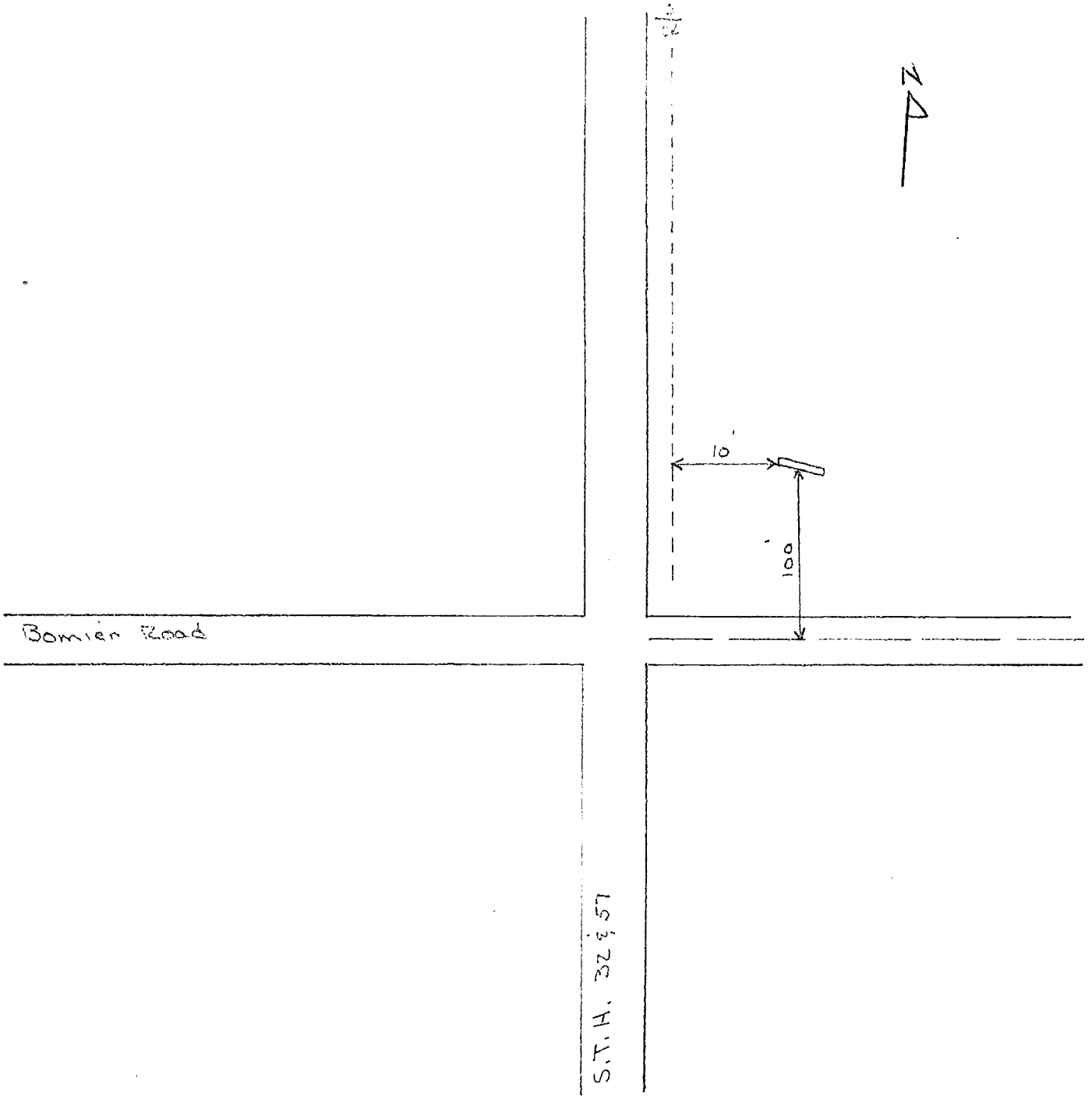
- 1) The sign described by this permit is subject to all applicable state controls pursuant to Section 84.30, Wisconsin Statutes, Chapter Hy-19 of the State of Wisconsin Administrative Code, and Chapter 196, Laws of 1975. This Permit does not, however, relieve the permittee from the duty to comply with any and all local zoning which may also apply to and regulate the sign and/or its structure or location. The holder of this permit is expected to comply with the requirements of the state law and code, as well as to any and all applicable requirements by other jurisdictional agencies and local zoning authorities. In the event multiple or conflicting controls are found to exist in relation to the sign, its structure and/or its location, the more restrictive conditions of such several regulations shall apply.
- 2) This permit does not authorize the damage or destruction of any tree or shrub within the limits of the highway right of way. No tree or shrub outside the limits of the highway right of way shall be cut, trimmed, or damaged or disturbed without the consent of the owner of such tree or shrub. Any cutting, trimming, damaging or disturbing of trees located within the limits of the highway right of way shall be cause for immediate revocation of this permit as well as prosecution through process of law.
- 3) *(Applies only to "Directional" Signs as defined by Sub. 19.03, Wis. Administrative Code)*
The business or activity referenced herein has been state-inspected and found eligible to qualify for signing of the restrictive "Directional" sign category. The sign site eligibility has been established on basis of the criteria applicable to the "Directional" sign class.

This permit does not authorize anything other than the installation and maintenance of a fully qualified "Directional" sign at the sign site the permit describes.

The permittee is hereby placed on notice that if the sign message is later changed to advertise something other than a business which the issuing agency has determined to be eligible for signing of the "Directional" category; or if the sign (as thus changed) would exceed the number of "Directional" sign exposures for which a recognized activity is eligible under the state regulations, such change would have the effect of violating the conditions of this permit, thereby rendering its subsequent validity null and void.

- 4) *(Applies only to agricultural test plot areas)*
The activity advertised by the sign(s) herein described is seasonal. Issuance of this permit is conditioned upon the understanding that said sign(s) will remain visible from the regulated highway only for the duration of such activity or until October 20 of the permit-issuance year, whichever occurs first. Notice is hereby given that unless a request for an extension of time is expressly requested in writing prior to the cessation of such activity or October 20 of the permit-issuance year, whichever occurs first, any sign(s) hereby permitted which remains visible from the regulated highway thereafter will be removed by the State of Wisconsin without further notice. The permittee agrees to indemnify the State of Wisconsin, its employees and its agents, for the costs of such removal.
- 5) Nothing herein requires any property owner to have or to retain any sign upon his land which he may otherwise exclude or expel.





CO. Brown T. HWY 32/57

TWNSHP De Pere R/P+MILE 148.0+0.55

HWY 57/32 SIDE EAST

ED Bomier's ADD LOT 6

1/4 1/4 SEC T 23 N R 20 E

2898.55 100.00 North OF Bomier CDL PP

(FEET) (E, W, N, S) (IDENTIFY NEAREST ROAD INTERSECTION)

South No lights

SIGN TO FACE: (COMPASS DIRECTION) SIGN ILLUMINATION

SIGN CATEGORY DIRECTIONAL

SIGN TYPE ☒ SINGLE FACE ☐ BACK TO BACK ☐ SIDE-BY-SIDE

☐ "V" TYPE ☐ OVER-UNDER

SIGN SIZE 10' x 15'

MESSAGE SERVICE CLUBS

SIGN OWNER _____ LAND OWNER _____

INVENTORY PERMIT NO.

_____ 1966 LINE _____ PAGE _____ 3044-29

_____ 1972 LINE _____ PAGE _____ 5-0185-78

_____ 1976 LINE _____ PAGE _____ STATE _____

DISTRICT TAG 3-1969

USE THIS SPACE AND BACK FOR PHOTOS AND SPECIAL DRAWINGS OF IRREGULAR SHAPED SIGNS.



Oasis #: 4394 **Size (sq. ft.):** 150
Old Oasis #: 304433 **Type 1:** S
Old Permit #: 5-0185-78 **Type 2:**
Owner's #: **Facing:** S
RP: 148 +0 **Side of Hwy:** R
Inv Dir: N **HAGL:**
Sort Hwy: 57 **R/W to Sign:** 0
Quadrant: XXXX **Lighted:** ☐
Section: XXX
Town: 23
Range: 20

Zoning: Other
Category: OFC
Chngbl Msg:
NC Reason:
Permit Date: 11/16/1978
Install Date:
Rem/Exp Date:
Municipality: Town of De Pere
County: 05 BROWN
Active: ☒
Followup Date:

Location from centerline of nearest intersection (below):
 100' N OF BOMIER STR.

Approved Activity (Directional sign use only):

Note:

Sign Owner: City of DePere
Address: 335 S. Broadway
Cty/St/Zip: De Pere WI 54115

Land Owner: City of DePere - 2810
Address: 335 South Broadway
Cty/St/Zip: De Pere WI 54115

Installer: OIS Default - 1
Address: Unknown
Cty/St/Zip: Unknown WI XXX



Attachment: 4394 Oasis printout (2780 : Consider Updates to the Civic Group Signs)



City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: November 10, 2014

DEPARTMENT: Public Works

FROM: Scott Thoresen

SUBJECT: Consider Revocable Occupancy Permit – 500 Main Street*

The developer for the building at 500 Main has requested a revocable occupancy permit for the placement of garbage dumpsters within the street right-of-way. (See attached request)

Staff recommends granting a revocable occupancy permit for the placement of the dumpsters as requested. (See attached drawing)

If you have any questions on this matter please feel free to contact me.

ATTACHMENTS:

- Revocable Occupancy Permit - 500 Main (PDF)
- Revocable Occupancy Permit - 500 Main - Plans (PDF)

Jerry Van Dyn Hoven
P.O. Box 526
Fremont, WI 54940

November 5, 2014

Mayor Mike Walsh
Board of Public Works
335 S. Broadway
De Pere, WI 54115

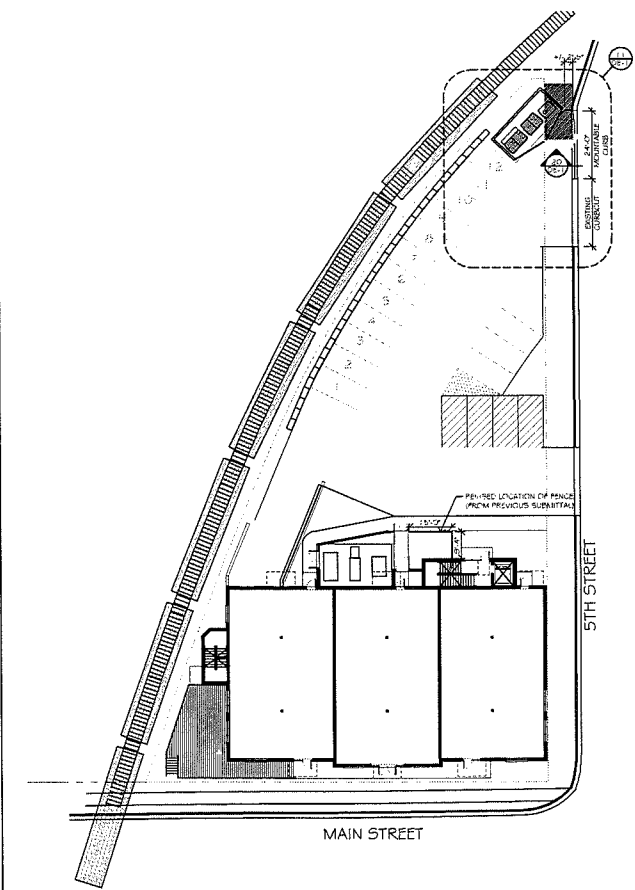
RE: Revocable Occupancy Permit Request

Dear Mayor and Board Members,

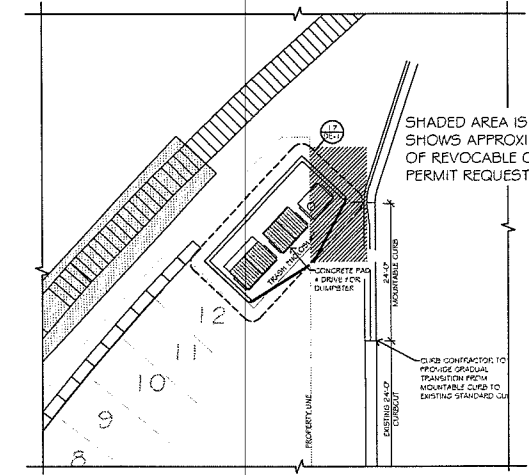
As you aware, I am the owner of the new building at 500 Main Avenue. The northeast corner of the lot will be the dumpster location for my business and residential tenants. The dumpster pad location was adjusted at the time it was poured to preserve two parking stalls and to help facilitate loading of dumpsters not knowing that it would infringe on city right of way. Please accept my apology for this. I would like to request that a Revocable Occupancy Permit be issued for this new dumpster location. Please place this on the agenda for the November 10th meeting of the Board of Public Works. I can be reached at (920) 903-2826 if you have any questions. Thank you.

Sincerely,

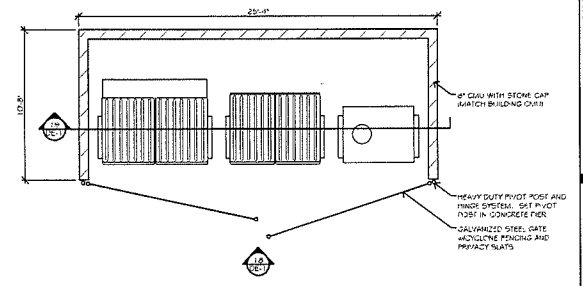
Jerry Van Dyn Hoven



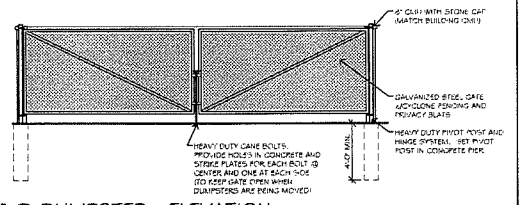
4 SITE PLAN
 1" = 25'-0"
 FENCE REVISION #
 DUMPSTER ENCLOSURE



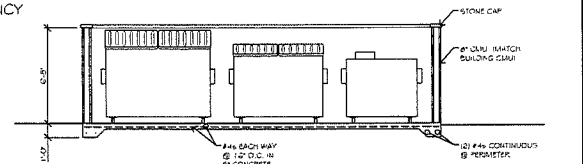
11 ENLARGED SITE PLAN
 SCALE 1" = 10'-0" @ DUMPSTER ENCLOSURE



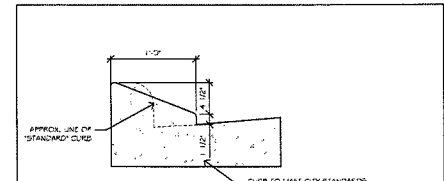
17 DUMPSTER PLAN
 SCALE 1/4" = 1'-0"



18 DUMPSTER - ELEVATION
 SCALE 1/4" = 1'-0"



19 DUMPSTER - SECTION
 SCALE 1/4" = 1'-0"



20 MOUNTABLE CURB DETAIL
 SCALE 1/4" = 1'-0"

City of De Pere, Wisconsin

Request For Board of Public Works Action

MEETING DATE: November 10, 2014

DEPARTMENT: Public Works

FROM: Eric Rakers

SUBJECT: Consider Recommended Updates to the Truck Access Routes*

The purpose for this item is to review and recommend an update to the City Municipal Code regarding the designated heavy truck route. The City regulates truck usage on roads under Section 150-15(b) Designated Heavy Truck Route as follows:

(b) Designated heavy truck route. The following highways or streets are designated as a heavy truck route:

- (1) North and South Broadway Street.*
- (2) Lawrence Drive, from Main Avenue to Fortune Avenue.*
- (3) Red Maple Road.*
- (4) All county trunk highways within the city's boundaries except County Trunk Highway G (Chicago Street from the east city limits to its intersection with Webster Avenue and Webster Avenue from its intersection with Chicago Street to its intersection with George Street).*
- (5) American Boulevard.*
- (6) Fortune Avenue.*
- (7) Venture Avenue.*
- (8) East Matthew Drive.*
- (9) West Matthew Drive.*
- (10) Suburban Drive south of Scheuring Road.*
- (11) Scheuring Road east of Highway 41 and west of Suburban Drive.*
- (12) Heritage Road.*
- (13) Enterprise Drive, North and South.*
- (14) Millennium Drive.*
- (15) Commerce Drive.*
- (16) O'Keefe Road from Enterprise Drive to County Trunk Highway PP.*
- (17) Destiny Drive.*
- (18) Profit Place.*
- (19) Creamery Road from the Highway 41 Frontage Road to Lawrence Drive, except that this designation shall be temporary and shall expire upon the opening of the Highway 41 Frontage Road/Southbridge Road corridor.*

Each of the foregoing streets and highways, including that portion of County Trunk Highway G, excluded hereby from the heavy truck route, are subject to the weight limitations for class A

highways as set forth in Wis. Stats. ch. 348, when vehicles are being legally operated or moved thereon in accordance with the exception to the prohibition against heavy traffic as set forth in subsection (a) of this section.

This section was last updated in 2005. There have been several changes to the City's transportation system that warrant modifications to the ordinance. Recommended changes to the designated heavy truck route are as follows. A map has been included to show the proposed changes.

- A. Add USH 41 Frontage Road from the South City limits to Southbridge. This addition provides connection to Southbridge Road.
- B. Add Southbridge Road from the USH 41 Frontage Road to American Boulevard. This street was constructed to carry trucks and is currently used as a truck route to access the West Side Business Park.
- C. Add Innovation Court from Southbridge to the cul-de-sac. This was constructed in 2013 for access to the business park.
- D. Add Prosper Street from Enterprise to CTH PP. This was constructed to carry trucks and is currently used as a truck route in the East Industrial Park.
- E. Add CTH F, Scheuring Road from Suburban to Lost Dauphin. This is a County Highway. The County has jurisdiction on this road. They designate all county highways as truck routes. Under (4) above, this would be a truck route. However, under (11), it would not be designated.
- F. Add CTH G, Webster Avenue from Chicago Street to George Street and Chicago Street from George Street to Libal Street. (4) above states that this is not a truck route. In reviewing with Brown County, they have indicated that this is a county highway. Without this designated as a heavy truck routes, trucks on Webster have no way of getting to the southeast sections of the City. We have been receiving complaints that trucks are using Libal Street to get to sections of Allouez. Trucks need to have the access through the City so we can minimize trucks utilizing City streets, such as Libal, which are not designed for heavy trucks.
- G. Eliminate Creamery Road from the USH 41 Frontage Road to Lawrence. This is discussed under (19) above and was intended to be eliminated from the truck route once the Southbridge corridor was constructed.
- H. Add "All state highways in the City". The State has jurisdiction on all state highways. They designate all state highways as truck routes.

Staff recommends the above changes, A. through H., to the Municipal Code be approved.

ATTACHMENTS:

- TruckRoutes_Legal (PDF)

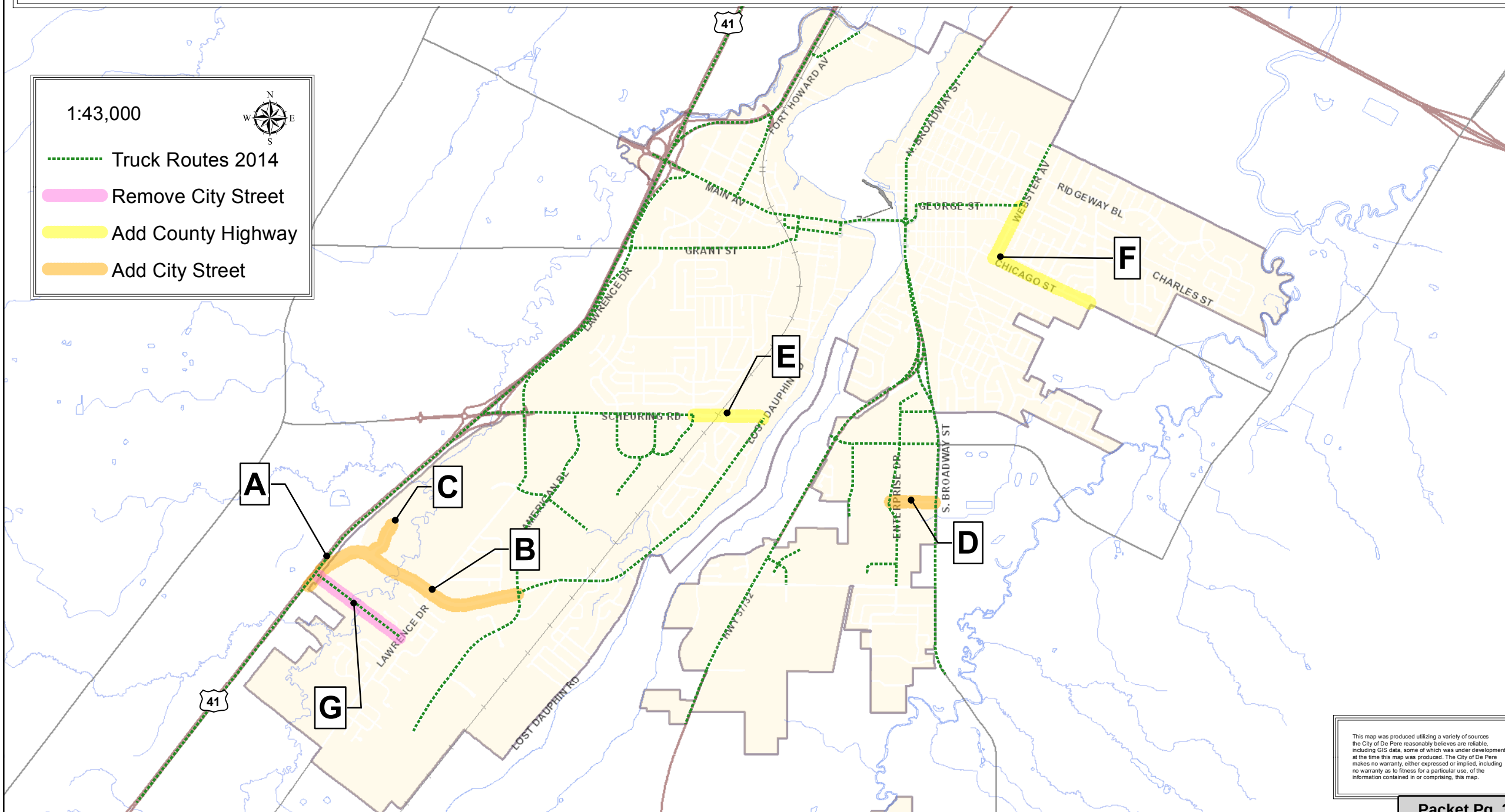


De Pere Truck Routes

1:43,000



- Truck Routes 2014
- Remove City Street
- Add County Highway
- Add City Street



This map was produced utilizing a variety of sources the City of De Pere reasonably believes are reliable, including GIS data, some of which was under development at the time this map was produced. The City of De Pere makes no warranty, either expressed or implied, including no warranty as to fitness for a particular use, of the information contained in or comprising, this map.

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: November 10, 2014

DEPARTMENT: Public Works

FROM: Eric Rakers

SUBJECT: Consider Recommendations From City Engineer for Parking and Traffic Action Items*

Items for the Board of Public Works:

1. Install a yield sign on Mollies Way at Estes Drive- This is an uncontrolled “T” intersection that currently does not have signage. Staff received a request for signage. In addition there was a recent accident at this location. Installation of a yield sign at this location conforms to the City’s “Unsignalized Intersection Policy”.

Recommendation: Install a yield sign at this location. The yield would be for southbound traffic on Mollies Way.

2. No parking on the both sides of Fifth Street north of Main Avenue. Temporary no parking was setup during the construction of the new building on 5th and Main. Cars were parking close to the intersection on Fifth which was impacting truck turning movements. Fifth Street is the truck access route for Expera. There are several businesses located in the new building that utilize on street parking. Parking needs to be clearly designated near the intersection so that vehicles don’t obstruct truck turning movements.

Recommendation: Since 5th Street is part of the central business district, paint parking stalls on the street which will address the issue.

3. Parking on the west side of Superior just south of George. There is a concern with parking for businesses and also individuals parking for the school that park by the intersection and close to a driveway. There was a request to add parking stalls for this segment of street.

Recommendation: Since the west side of Superior is part of the central business district, paint parking stalls on the street from the intersection to the driveway, which will address the issue.

4. Crosswalks on Ryan Road at Melcorn Street: The intersection is properly designed with sidewalk ramps; however the intersection crosswalk is not painted. Staff conducted a pedestrian count and there are many pedestrians crossing at this location for access to the school. Given the pedestrian usage, and the location to the school and trail, staff feels the request meets the need.

Recommendation: Paint the crosswalk for the intersection.

ATTACHMENTS:

- CI-BOPW-PTTeam_Oct_2014_Recommendation (DOCX)
- CI-BOPW-PTTeam_Oct_2014_Discussion (DOCX)

CITY OF DE PERE

335 South Broadway
De Pere, WI 54115
Fax No.: 920/339-4049
Web: <http://www.de-pere.org>



City Engineer Recommendations - Parking and Traffic Issues

October 7, 2014 Minutes

Items for the Board of Public Works:

1. Install a yield sign on Mollies Way at Estes Drive– This is an uncontrolled “T” intersection that currently does not have signage. Staff received a request for signage. In addition there was a recent accident at this location. Installation of a yield sign at this location conforms to the City’s “Unsignalized Intersection Policy”.

Recommendation: Install a yield sign at this location. The yield would be for southbound traffic on Mollies Way.

2. No parking on the both sides of Fifth Street north of Main Avenue. Temporary no parking was setup during the construction of the new building on 5th and Main. Cars were parking close to the intersection on Fifth which was impacting truck turning movements. Fifth Street is the truck access route for Expera. There are several businesses located in the new building that utilize on street parking. Parking needs to be clearly designated near the intersection so that vehicles don’t obstruct truck turning movements.

Recommendation: Since 5th Street is part of the central business district, paint parking stalls on the street which will address the issue.

3. Parking on the west side of Superior just south of George. There is a concern with parking for businesses and also individuals parking for the school that park by the intersection and close to a driveway. There was a request to add parking stalls for this segment of street.

Recommendation: Since the west side of Superior is part of the central business district, paint parking stalls on the street from the intersection to the driveway, which will address the issue.

4. Crosswalks on Ryan Road at Melcorn Street: The intersection is properly designed with sidewalk ramps; however the intersection crosswalk is not painted. Staff conducted a pedestrian count and there are many pedestrians crossing at this location for access to the school. Given the pedestrian usage, and the location to the school and trail, staff feels the request meets the need.

Recommendation: Paint the crosswalk for the intersection.

Respectfully Submitted:

Eric Rakers

De Pere Engineering

CITY OF DE PERE

335 South Broadway
De Pere, WI 54115
Fax No.: 920/339-4049
Web: <http://www.de-pere.org>



City Engineer Discussions - Parking and Traffic Issues October 7, 2014 Minutes

Items that were reviewed (No action needed):

1. Crosswalks on 9th and Meadowview: The intersection is properly designed with sidewalk ramps; however the intersection crosswalk is not painted. Staff did not have an opportunity to conduct a pedestrian count prior to colder weather arriving. However, this intersection is the primary connection between a significant number of homes located north and west of Ninth and schools and parks east of Ninth.

Recommendation: Perform a pedestrian count when the weather improves.

2. Nicolet Square Parking Signage. A concern was raised over the signing in the lot. There was a concern that it is difficult for customers to understand where to park.

Next Steps: Staff is going to follow up with business requesting the change and review signage.

3. Restrict parking on College Avenue, just west of Fourth. A concern was raised with the safety of parking at the corner on the north side of the street. The concern is that when vehicles are parked near the intersection in the winter, it is difficult for a vehicle to turn into College Avenue if a vehicle is exiting College Avenue. College Avenue is a local street with low traffic volumes. There are no warrants for the need to limit the parking at this location.

Next Steps: No further action.

4. There was a request to allow parking on the south side of Merrill Street near 1402 Merrill Street. This property is located in the Dickinson School and De Pere High School area. The City has worked with residents and the school district to address parking. Adding parking to the south side of the street would only re-create problems that were addressed by past actions. It would also affect the provision of services like mail delivery and garbage collection.

Next Steps: No Action.

5. Request to switch Parking on Lande Street from south to north side: Parking is currently on the south side since a portion of the block east of Fourth is designated as a commercial business on the south side. Additionally, Lande Street is painted for parking on the south side. There is no other justification for switching the parking design.

Next Steps: No Action.

6. George Street intersection design (George & Broadway). There was a request to make two lanes of traffic on George heading west bound to allow one lane for turning south and one lane to turning north. While there are times when traffic does back up, it is not significant and there are no warrants to redesign the intersection.

Next Steps: Staff can review the design of the intersection once the site to the north (Crevier Commons) is re-developed.

7. Sidewalk or trail along STH 57 from Old Plank to X. The City had a request to install a trail or sidewalk on this portion. This corridor is identified in the City Comprehensive Plan and will work with WisDOT to continue to identify options for when this can be implemented.

Next Steps: Continue to work with WisDOT and Ledgeview on the future implementation.

8. Request for flashing signs for school zones in front of all schools in De Pere: A request was made for flashing signs in all school zones for safety. Working with the Police Liaison, there is no justification for this type of work.

Next Steps: No further action.

9. Request to install “Watch for Hearing Impaired and Blind Child” signage near 1103 and 1115 S. Erie Street. The City had a request to install the sign; however the City has worked to remove these signs throughout the City for two reasons. One, they provide a false sense of security for individuals because studies show that motorists do not notice the signs and two, the City has no means to monitor when these individuals move to a new location in or out of the City.

Next Steps: No further action.

10. Signage on Lawrence for truck traffic in residential areas: The City does have signage for limiting trucks on Lawrence; however we consistently receive complaints.

Next Steps: Engineering will review the existing signage for location and will also look at installing larger signage.

11. Signage Enterprise and Prosper: There is a safety concern for traffic at this location. Presently, traffic on Prosper, and northbound Enterprise, are required to stop. Southbound traffic on Enterprise does not stop. This is not a typical stop condition. Drivers at the northbound stop sign are anticipating that southbound traffic is required to stop also. We have had several complaints at this intersection due to northbound vehicles pulling in front of southbound vehicles that are turning left onto Prosper.

Next Steps: Staff will provide signage stating “Southbound traffic does not stop” at the northbound stop sign.

12. Deer crossing sign on Lawrence, between St Mark and Humana: There are no warrants that justify the need for a deer crossing sign. The Police Department did not have any reports of recent vehicle/deer accidents at this location.

Next Steps: No further action.

13. Pedestrian flag crossings on Broadway at Randall and Ridgeway. The pedestrian crossing flags were implemented on Broadway by a local business (XO Fitness) under the community grant program. The City does not monitor the program or flag locations. Staff understands the concern with speed; however the City does not have a flag installation program.

Next Steps: Staff would recommend that the residents apply for a community service grant to test the implementation of the flags.

14. Request for Street light on Pleasant Place (East of 3rd): SNC requested additional lighting for student and pedestrian safety. They feel that part of the street is not lit properly.

Next Steps: Staff will check the lighting and also survey the property owners to determine the overall support for the additional lighting

Respectfully Submitted:

Eric Rakers

De Pere Engineering