



Village of Weston, Wisconsin
MEETING NOTICE

- Meeting of:** VILLAGE PLAN COMMISSION (PC) AND JOINT TOWN & VILLAGE EXTRATERRITORIAL ZONING (ETZ) COMMITTEE
- PC Members:** White {c}, Diesen, Kollmansberger, Johnson, Schuster, Zeyghami, and {Vacant}
- ETZ Members:** Olson {c}, Christiansen, Diesen, Hull, Kollmansberger, and {Vacant}
- Date/Time:** Monday, May 9, 2016 @ 6:00 P.M.
- Location:** Weston Municipal Center (5500 Schofield Ave) – Board Room
- Agenda:** The agenda packet will be sent out 3 days prior to the meeting.
- Attendance:** Plan Commission, Joint Town & Village Extraterritorial Zoning Committee Members, and Department Directors, please indicate if you will, or will not, be attending so we may determine in advance if there will be a quorum.
- Questions:** Valerie Parker, Recording Secretary
715-359-6114
vparker@westonwi.gov

This notice was posted at the Municipal Center and was e-mailed to local media outlets (Print, TV, and Radio) on 05/02/2016 @ 12:00 p.m.

A quorum of members from other Village governmental bodies (boards, commissions, and committees) may attend the above-noticed meeting in order to gather information. No actions to be taken by any other board, commission, or committee of the Village, aside from the Village Plan Commission and Joint Town & Village Extraterritorial Zoning Committee. Should a quorum of other government bodies be present, this would constitute a meeting pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553,494 N.W.2d 408 (1993).

Wisconsin State Statutes require all agendas for Committee, Commission, or Board meetings be posted in final form, 24 hours prior to the meeting. Any posted agenda is subject to change up until 24 hours prior to the date and time of the meeting.

Any person who has a qualifying disability as defined by the Americans with Disabilities Act requires that meeting or material to be in accessible location or format must contact the Weston Municipal Center, by 12 noon, the Friday prior to the meeting, so any necessary arrangements can be made to accommodate each request.



Village of Weston, Wisconsin
OFFICIAL MEETING AGENDA OF THE VILLAGE PLAN COMMISSION AND
JOINT TOWN & VILLAGE EXTRATERRITORIAL ZONING COMMITTEE

This meeting of the Plan Commission, composed of seven (7) members, and the Joint Town & Village of Weston Extraterritorial Zoning Committee, composed of six (6) members, will convene at the Weston Municipal Center, Board Room, 5500 Schofield Avenue, Weston, on **Monday, May 9, 2016, at 6:00 p.m.**, to consider the following matters:

A. Opening of Session at 6:00 p.m.

1. Joint Town & Village of Weston Extraterritorial Zoning Committee meeting called to order Olson.
2. Plan Commission meeting called to order Chairman White.
3. Clerk will take attendance and roll call.
4. Request for silencing of cellphones and other electronic devices.

B. Public Hearings before Village Plan Commission and Joint Town & Village Extraterritorial Zoning Committee.

5. **Ordinance No. 16-025** An Ordinance Amending Chapter 94 Zoning, Section 94.3.04, Figure 3.04 *Allowable Uses in Rural, Open Space and Residential Zoning Districts*, Section 94.3.05, Figure 3.05 *Allowable Uses in Non-Residential and Mixed Use Zoning Districts* and Section 94.4.08(1) *Light Industrial*.
6. **Ordinance No. 16-026** An Ordinance Amending Section 94.16.11(2) of the Zoning Ordinance Entitled *Eligible Provisions for which Variances May Be Granted*.
7. **Ordinance No. 16-027** An Ordinance Amending Section 94.13.07(7)(b)1. and (c)1. of the Zoning Ordinance Relating to On-Building Sign (Wall, Awning, Marquee, or Projecting Sign) in the INT Institutional and B-1 Neighborhood Business Districts; and B-2 Highway Business, B-3 General Business, BP Business Park, and I Industrial Districts; and Amending the Same in Figure 13.07: Summary of Maximum Dimensions and Number of On-Premise Business Signs (for Non-Residential, Agricultural, and PR Districts—See Section 94.13.05 for Residential and RR District Standards).
8. **Ordinance No. 16-028** An Ordinance Amending Section 94.12.08(10) of the Zoning Ordinance Entitled *Provisions for Sidewalk* and Creating Section 94.12.09(15) of the Zoning Ordinance Entitled *Pedestrian Facilities*.
9. Discussion and Action by Joint Town & Village of Weston Extraterritorial Zoning Committee on Director's recommendation to approve the Zoning Ordinance Amendments Ordinance No. 16-025 through 16-028 per the specifications, conditions, and limitations of the submitted staff reports, and forward to the Board of Trustees for their consideration and final approval.
10. Discussion and Action by Village Plan Commission on Director's recommendation to approve the Zoning Ordinance Amendments Ordinance No. 16-025 through 16-028 per the specifications, conditions, and limitations of the submitted staff reports, and forward to the Board of Trustees for their consideration and final approval.

C. Public Comment – ETZ.

11. Comments from the public on issues, which the ETZ has oversight, or on business items that might be recommended to the Board of Trustees.

D. Consent Items – ETZ.

12. Approve previous meeting(s) minutes from the [ETZ, April 11, 2016, meeting](#).

E. Adjourn ETZ.

13. Adjourn ETZ Committee.

F. Public Comment – PC.

14. Comments from the public on issues, which the PC has oversight, or on business items that might be recommended to the Board of Trustees.

G. Consent Items – PC.

15. Approve previous meeting(s) minutes from the [PC, April 11, 2016, regular meeting](#).

H. New Business – PC.

16. Discussion and Action by Plan Commission on Director's Recommendation to approve [Resolution No. 2016-008](#) A Resolution Recommending Adoption of Ordinance No. 16-029 to Repeal Chapter 74 of the Village of Weston Municipal Code of Ordinances Entitled "Subdivision Regulations" and Amending and Recreating the Same, per the specifications, conditions, and limitations of the submitted staff report and forward to the Board of Trustees for their consideration and final approval.

I. Reports from Staff.

17. Report from [Planning and Development Director](#).

18. [Staff Report](#) on staff-approved CSM's, Site Plans, Sign Permits, Commercial Zoning Permits, and Certificate of Occupancies issued since last report of 04/06/2016.

J. Remarks from Commissioners.

K. Discuss items to be included for next agenda (No motions will be made, and no action will be taken related to policy affecting the Village of Weston as a result of this agenda item).

L. Set next regular meeting date for Monday, June 13, 2016, at 6:00 P.M.

M. Adjourn.

WITNESS: My signature this 6th day of May, 2016.

Valerie Parker
Recording Secretary

This notice was posted at the Municipal Center, and on the Village's website at www.westonwi.gov, and was emailed to local media outlets (Print, TV, and Radio) on 05/6/2016 @ 12:30 p.m. A quorum of members from other Village governmental bodies (boards, commissions, and committees) may attend the above-noticed meeting in order to gather information. Should a quorum of other government bodies be present, this would constitute a meeting pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553,494 N.W.2d 408 (1993). Wisconsin State Statutes require all agendas for Committee, Commission, or Board meetings be posted in final form, 24 hours prior to the meeting. Any posted agenda is subject to change up until 24 hours prior to the date and time of the meeting. Any person who has a qualifying disability, as defined by the Americans with Disabilities Act, requiring that meeting or material to be in an accessible location or format, must contact the Weston Municipal Center at 715-359-6114, so any necessary arrangements can be made to accommodate each request.



VILLAGE OF WESTON NOTICE OF PUBLIC HEARINGS

NOTICE IS HEREBY GIVEN that a public hearing will be held before the Village of Weston Plan Commission and Joint Town and Village of Weston Extraterritorial Zoning Committee, on **Monday, May 9, 2016, at 6:00 p.m.**, at the Weston Municipal Center, 5500 Schofield Avenue, Weston, WI 54476 to take testimony relative to the following:

1. Ordinance No. 16-025 An Ordinance Amending Chapter 94 Zoning, Section 94.3.04, Figure 3.04 *Allowable Uses in Rural, Open Space and Residential Zoning Districts*, Section 94.3.05, Figure 3.05 *Allowable Uses in Non-Residential and Mixed Use Zoning Districts* and Section 94.4.08(1) *Light Industrial*.
2. Ordinance No. 16-026 An Ordinance Amending Section 94.16.11(2) of the Zoning Ordinance Entitled *Eligible Provisions for which Variances May Be Granted*.
3. Ordinance No. 16-027 An Ordinance Amending Section 94.13.07(7)(b)1. and (c)1. of the Zoning Ordinance Relating to On-Building Sign (Wall, Awning, Marquee, or Projecting Sign) in the INT Institutional and B-1 Neighborhood Business Districts; and B-2 Highway Business, B-3 General Business, BP Business Park, and I Industrial Districts; and Amending the Same in Figure 13.07: Summary of Maximum Dimensions and Number of On-Premise Business Signs (for Non-Residential, Agricultural, and PR Districts—See Section 94.13.05 for Residential and RR District Standards).
4. Ordinance No. 16-028 An Ordinance Amending Section 94.12.08(10) of the Zoning Ordinance Entitled *Provisions for Sidewalk* and Creating Section 94.12.09(15) of the Zoning Ordinance Entitled *Pedestrian Facilities*.

The hearing notice and applicable application materials are available for public inspection on the Village of Weston website located at <http://westonwi.gov/421/Public-Hearing-Notices>. Proposed Ordinances can be found on the Village's website at <http://www.westonwi.gov/509/Proposed-Ordinances>.

Written testimony may be forwarded to the Village of Weston Plan Commission, Valerie Parker, Plan Commission Secretary, 5500 Schofield Avenue, Weston, WI 54476, or emailed to vparker@westonwi.gov, by noon on the day of the hearing. All interested persons will be given an opportunity to be heard. Any person with questions or planning to attend needing special accommodations in order to participate should call Valerie Parker, Administrative Specialist, Planning and Development Department, at 715-241-2607.

Dated this 21st day of April, 2016

Valerie Parker
Plan Commission and ETZ Committee Secretary

Published as a legal ad in the Wausau Daily Herald on Monday, April 25, 2016 and Monday, May 2, 2016.

**Village of Weston, Wisconsin
AGENDA ITEM COVERSHEET
Requested for Official Consideration and Review**

REQUEST FROM: **JENNIFER HIGGINS; DIRECTOR OF PLANNING AND DEVELOPMENT**

ITEM DESCRIPTION: **ORDINANCE NO. 16-025 AN ORDINANCE AMENDING CHAPTER 94 ZONING, SECTION 94.3.04, FIGURE 3.04 ALLOWABLE USES IN RURAL, OPEN SPACE AND RESIDENTIAL ZONING DISTRICTS, SECTION 94.3.05, FIGURE 3.05 ALLOWABLE USES IN NON-RESIDENTIAL AND MIXED USE ZONING DISTRICTS AND SECTION 94.4.08(1) LIGHT INDUSTRIAL.**

DATE/MTG: **PLAN COMMISSION/ETZ COMMITTEE; MONDAY, MAY 9, 2016**

POLICY QUESTION: Should the Board of Trustees approve the amendment to the zoning ordinance as proposed by the Plan Commission/ETZ Committee?

RECOMMENDATION TO: I make a motion to endorse approval, and recommend to the Trustees.

LEGISLATIVE ACTION:

- | | | |
|---|------------------------------------|---------------------------------------|
| <input checked="" type="checkbox"/> Acknowledge/Approve | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Proclamation |
| <input type="checkbox"/> Administrative Order | <input type="checkbox"/> Policy | <input type="checkbox"/> Reports |
| <input type="checkbox"/> Expenditure | <input type="checkbox"/> Procedure | <input type="checkbox"/> Resolution |
-
-

FISCAL IMPACT ANALYSIS:

- | | |
|--|-----|
| <input type="checkbox"/> Budget Line Item: | N/A |
| <input type="checkbox"/> Budget Line Item: | N/A |
| <input type="checkbox"/> Budgeted Expenditure: | N/A |
| <input type="checkbox"/> Budgeted Revenue: | N/A |
-
-

STATUTORY / RULEMAKING / POLICY REFERENCES:

- | | |
|---|------------|
| <input type="checkbox"/> WI Statue: | _____ |
| <input type="checkbox"/> WI Administrative Code: | _____ |
| <input type="checkbox"/> Case Law / Legal: | _____ |
| <input checked="" type="checkbox"/> Municipal Code: | Chapter 94 |
| <input type="checkbox"/> Municipal Rules: | _____ |
-
-

PRIOR REVIEW: Attorney Yde and Consultant Mark Roffers have completed review of this ordinance amendment as they have been assisting staff with the TID #1 Project Plan

BACKGROUND: This ordinance amendment is being requested to assist the Village with moving forward with the TID #1 Project Plan. Since the original TID #1 plan was done as an Industrial TID, we are required to have 50% of the land placed in a zoning district which could allow an industrial use as a permitted or conditional use. Much of the land in this TID #1 is undeveloped, agricultural zoned land (AR). After review by staff, our consultant and attorney, it was decided we did not want to actually rezone any property to an LI or GI zoning district at this time. Instead to meet this industrial threshold, it was decided we could meet it by adding the light industrial use type and the Indoor Sales Incidental to Storage or Light Industrial Land Use (accessory land use) as a conditional use in the AR Agriculture Residential District (see the chart attached), this helps the Village meet the 50% (currently we are at around 35%). By adding the conditions that any industrial uses be developed on sewer and water and via conditional use permit will help to ensure that

we don't have requests for industrial uses in areas along Weston Avenue where we wouldn't want them to exist and develop as this use.

Since we were also adjusting the table, it was decided that we needed to add the Outdoor Alcohol Area Accessory Use type as a conditional use in the AR zoning district. Currently the Crane Meadows Golf Course and Weston Trap Club are AR zoned uses which utilize or could utilize outdoor alcohol areas for their events. We do not have a request from them but thought this was a deficiency in the code that should be addressed now since we were amending the code section anyway.

Attachments – Ord. No. 16-025



VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN

ORDINANCE NO. 16-025

AN ORDINANCE AMENDING CHAPTER 94 ZONING, SECTION 94.3.04, FIGURE 3.04 ALLOWABLE USES IN RURAL, OPEN SPACE AND RESIDENTIAL ZONING DISTRICTS, SECTION 94.3.05, FIGURE 3.05 ALLOWABLE USES IN NON-RESIDENTIAL AND MIXED USE ZONING DISTRICTS AND SECTION 94.4.08(1) LIGHT INDUSTRIAL.

WHEREAS, the Village of Weston is authorized to prepare, amend and adopt a zoning ordinance under Wis. Stats. §§ 62.23 and 61.35; and

WHEREAS, the Village adopted a new Chapter 94 in March 2015, to serve as the Village's general zoning ordinance and the Village's extraterritorial zoning ordinance for the portions of the Town of Weston defined as the extraterritorial zoning area; and

WHEREAS, Village Staff has requested an amendment to the zoning ordinance in preparation of the update to the Village Tax Incremental Financing District Plan rewrite and to correct a deficiency staff has found with the treatment of the Community Living Arrangement Land Use Type within the INT Zoning District; and

WHEREAS, the Plan Commission has recommended enactment of the Zoning Ordinance amendments set forth below, for applicability within the Village limits; and

WHEREAS, the Joint Town and Village Extraterritorial Zoning Committee has recommended enactment of the Zoning Ordinance amendments set forth below, for applicability within the Extraterritorial Zoning limits of the Town of Weston; and

WHEREAS, the Joint Village and Town of Weston Extraterritorial Zoning Committee and Village Plan Commission have held a joint public hearing on this ordinance on May 9, 2016, in compliance with Wis. Stat. § 62.23, and following such hearing the Board considered public comments and the recommendation of the Village Plan Commission and Joint Village and Town of Weston Extraterritorial Zoning Committee; and

WHEREAS, the Village Board finds the proposed amendment is reasonable, consistent with the Village Comprehensive Plan, and in the public interest;

NOW, THEREFORE, the Village Board of Weston, Marathon County, Wisconsin, do ordain as follows:

SECTION 1: Section 94.3.04, Figure 3.04 of the Village of Weston Zoning Ordinance entitled *Allowable Uses in Rural, Open Space and Residential Zoning Districts* is hereby amended to provide as follows:

P = Permitted Use		C = Conditional Use		T = Temporary Use		Empty Cell = Prohibited Use		
Land Use Category (#) Land Use Type		Zoning District (see key at end of figure)						
		INT	B-1	B-2	B-3	BP	LI	GI
(2)	Agricultural-Related Use			C	P	C	P	P
(3)	Community Garden	P	P	P	P	C	C	C
(4)	On-site Agricultural Retail							
Institutional and Recreational Land Uses (see Section 94.4.04 for descriptions/standards for each use)								
(1)	Passive Outdoor Public Recreation	P	P	P	P	P	P	P
(2)	Active Outdoor Public Recreation	P	C	P	P	P	P	P
(3)	Indoor Institutional—General	P	P	P	P		C	C
(4)	Indoor Institutional—Intensive	P	C	C	P			
(5)	Outdoor Institutional	P	C	C	C	C	C	C
(6)	Public Service or Utility	P	P	P	P	P	P	P
(7)	Institutional Residential	P	C	C	C	C	C	C
(8)	Community Living Arrangement (1-8)		C					
(9)	Community Living Arrangement (9-15)	C	C	C		C		
(10)	Community Living Arrangement (16+)	P	C	C		C		
Commercial Land Uses (see Section 94.4.05 for descriptions and standards for each land use)								
(1)	Office	C	P	P	P	P	P	P
(2)	Personal or Professional Service		P	P	P	P	P	P
(3)	Artisan Studio		P	P	P	C	C	
(4)	Group Day Care Center	P	P	P	P	C	C	
(5)	Indoor Sales or Service		P	P	P	C	C	
(6)	Outdoor Display		C	C	P		C	C
(7)	Indoor Repair and Maintenance			P	P		P	P
(8)	Outdoor and Vehicle Repair and Maintenance			C	P		P	P
(9)	Drive-In or Drive-Through Sales or Service		C	P	P	C	C	C
(10)	Indoor Commercial Entertainment		C	P	P	P	C	C
(11)	Outdoor Commercial Entertainment		C	C	C			
(12)	Commercial Animal Establishment				P			

P = Permitted Use		C = Conditional Use		T = Temporary Use		Empty Cell = Prohibited Use		
Land Use Category (#) Land Use Type		Zoning District (see key at end of figure)						
		INT	B-1	B-2	B-3	BP	LI	GI
(13)	Bed and Breakfast		C	C				
(14)	Boarding House			C				
(15)	Campground	C						
(16)	Commercial Indoor Lodging		C	P	P	P		
(17)	Tourist Rooming House		C					
(18)	Adult Entertainment or Adult-Oriented Establishment							C
(19)	Large Retail and Commercial Service Development			C	C			
(20)	Microbeverage Production Facility		C	P	P	C	P	P
Storage or Disposal Land Uses (see Section 94.4.06 for descriptions and standards for each land use)								
(1)	Indoor Storage or Wholesaling				C	C	P	P
(2)	Outdoor Storage or Wholesaling	C			C		C	P
(3)	Personal Storage Facility				C		C	C
(4)	Junkyard or Salvage Yard							C
(5)	Solid Waste Disposal, Composting, and/or Recycling Facility	C					C	C
(6)	Auction Yard				C		C	C
Transportation Land Uses (see Section 94.4.07 for descriptions and standards for each land use)								
(1)	Off-Site Parking	C	C	C	C	C	C	C
(2)	Airport or Heliport	C					C	C
(3)	Freight Terminal						C	P
(4)	Distribution Center						C	P
(5)	Livestock or Farm Commodity Trucking						C	P
Industrial Land Uses (see Section 94.4.08 for descriptions and standards for each land use)								
(1)	Light Industrial				C	C	P	P
(2)	Heavy Industrial						C	P
(3)	Communications Tower	C	C	C	P	C	P	P
(4)	Non-Metallic Mineral Extraction							C

P = Permitted Use		C = Conditional Use		T = Temporary Use		Empty Cell = Prohibited Use		
Land Use Category (#) Land Use Type		Zoning District (see key at end of figure)						
		INT	B-1	B-2	B-3	BP	LI	GI
(22)	Outdoor Solid Fuel Furnace				C		P	P
(23)	Private Lake (Pond)	P	P	P	P	P	P	P
(24)	Vehicle Course or Track	C	C	C	C			
(25)	Donation Drop-Off Box or Vending Machine	P	P	P	P	C	P	P
Temporary Land Uses (see Section 94.4.10 for descriptions and standards for each land use)								
(1)	Temporary Outdoor Sales	T	T	T	T	T	T	T
(2)	Garage, Yard, Estate, and In-Home Sales							
(3)	Outdoor Assembly or Special Event	T	T	T	T	T	T	T
(4)	Contractor's Project Office	T	T	T	T	T	T	T
(5)	Contractor's On-Site Equipment Storage Facility	T	T	T	T	T	T	T
(6)	Relocatable Building	T	T	T	T	T	T	T
(7)	On-Site Real Estate Sales Office		T	T	T	T	T	T
(8)	Seasonal Outdoor Sales of Farm Products	T			T			
(9)	Temporary Portable Storage Container	T	T	T	T	T	T	T
(10)	Temporary Shelter	T	T	T	T	T	T	T
(11)	Temporary Agricultural Structure							
(12)	Temporary Unscreened Outdoor Storage Accessory to Industrial Use				T		T	T
(13)	Temporary Sales by Mobile Food Vendors	T	T	T	T	T	T	T
Key to Zoning Districts:					B-3 = General Business			
INT = Institutional					BP = Business Park			
B-1 = Neighborhood Business					LI = Limited Industrial			
B-2 = Highway Business					GI = General Industrial			

Section 94.4.08(1) of the Village of Weston Zoning Ordinance entitled *Light Industrial* is hereby amended to provide as follows:

Section 94.4.08: Industrial Land Use Types

(1) Light Industrial.

Industrial facilities, manufacturing operations, and contractor shops at which all operations are conducted entirely within an enclosed building, with the exception of fully screened outdoor storage and loading operations. Light industrial facilities are those which are not associated with nuisances such as odor, noise, heat, vibration, and radiation detectable at the property line and which do not pose a significant safety hazard such as danger of explosion. A “Light Industrial” land use may conduct retail sales activity as an accessory use in accordance with the requirements of Section 94.4.09(13). Landscape contractors and indoor aquaculture uses, which include the farming of aquatic organisms (plants and animals) under controlled conditions that are located entirely within an enclosed building and utilize recirculating (closed) system technology (including aquaponics), are considered “Light Industrial” uses. Primary food processing activities involving the processing of cabbage, fish and fish products, and meat products shall be considered and regulated as “Heavy Industrial” land uses. Breweries, distilleries, wineries, and coffee roasters that exceed one or more limitations of the “Microbeverage Production Facility” land use are considered “Light Industrial” uses. Crematoriums shall be considered “Heavy Industrial” uses, except where accessory to a funeral home and where serving only customers of the funeral home.

Performance Standards:

1. All activities shall be conducted entirely within the confines of a building, except for parking, circulation, loading and unloading, and fully screened outdoor storage.
2. All outdoor storage areas shall be completely enclosed by any permitted combination of buildings, structures, walls, and/or fencing. Such walls or fencing shall be designed to completely screen all stored materials from view from all adjacent properties and rights-of-way, up to the maximum fence heights allowed under Section 94.12.03.
3. No loading, unloading, or storage shall be permitted in the minimum required front yard.
4. A bufferyard meeting the requirements of Section 94.11.02(3)(d) shall be provided along all property borders abutting residentially zoned property.
5. The use shall comply with all of the performance standards in Article 12.
6. For indoor aquaculture uses, the following additional performance standards shall apply:
 - a. Indoor aquaculture operations shall be connected to the municipal water and sanitary sewer system and all wastewater shall be discharged to the municipal sanitary sewer system.
 - b. Applicants wishing to establish indoor aquaculture operations shall prepare and submit a report outlining the estimated average daily water usage and quantity of wastewater discharge.
 - c. On-site processing of seafood is permitted, provided the activity is conducted entirely within an enclosed building and no odors are detectable from the property line.
 - d. The on-site retail sale of seafood or vegetables shall be considered an “Indoor Sales Incidental to Storage or Light Industrial Land Use” subject to the provisions of Section 94.4.09(13).
 - e. On-site composting shall be permitted, provided compost areas are fully screened on all four sides and comply with all county, state, and federal rules, regulations, and permitting requirements.

7. New development within the AR Zoning District shall be served by public sanitary sewer and water services.

7.8. Minimum Required Off-Street Parking: One space per each employee on the largest work shift.

SECTION 2: The amendment effectuated by this Ordinance shall apply within the municipal limits of the Village and within its extraterritorial zoning jurisdiction in the Town of Weston.

SECTION 3: SEVERABILITY. If any section, clause, provision, or portion of this Ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby. If an application of this Ordinance to a particular structure, land, or water is adjudged unconstitutional or invalid by a court of competent jurisdiction, such judgment shall not be applicable to any other structure, land, or water not specifically included in said judgment. If any requirement or limitation attached to an authorization given under this Ordinance is found invalid, it shall be presumed that the authorization would not have been granted without the requirement or limitation and, therefore, said authorization shall also be invalid. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

SECTION 4: EFFECTIVE DATE. This ordinance shall take effect upon approval and publication.

Dated the 16th of May, 2016

WESTON VILLAGE BOARD

By: _____
Barbara Ermeling, its President

Attest:

Sherry Weinkauff, its Clerk

APPROVED: _____

PUBLISHED: _____

**Village of Weston, Wisconsin
AGENDA ITEM COVERSHEET
Requested for Official Consideration and Review**

REQUEST FROM: JENNIFER HIGGINS; DIRECTOR OF PLANNING AND DEVELOPMENT

ITEM DESCRIPTION: ORDINANCE NO. 16-026 AN ORDINANCE AMENDING SECTION 94.16.11(2) OF THE ZONING ORDINANCE ENTITLED *ELIGIBLE PROVISIONS FOR WHICH VARIANCES MAY BE GRANTED.*

DATE/MTG: PLAN COMMISSION/ETZ COMMITTEE; MONDAY, MAY 9, 2016

POLICY QUESTION: Should the Board of Trustees approve the amendment to the zoning ordinance as proposed by the Plan Commission/ETZ Committee?

RECOMMENDATION TO: I make a motion to endorse approval, and recommend to the Trustees.

LEGISLATIVE ACTION:

- | | | |
|---|------------------------------------|---------------------------------------|
| <input checked="" type="checkbox"/> Acknowledge/Approve | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Proclamation |
| <input type="checkbox"/> Administrative Order | <input type="checkbox"/> Policy | <input type="checkbox"/> Reports |
| <input type="checkbox"/> Expenditure | <input type="checkbox"/> Procedure | <input type="checkbox"/> Resolution |
-

FISCAL IMPACT ANALYSIS:

- | | |
|--|-----|
| <input type="checkbox"/> Budget Line Item: | N/A |
| <input type="checkbox"/> Budget Line Item: | N/A |
| <input type="checkbox"/> Budgeted Expenditure: | N/A |
| <input type="checkbox"/> Budgeted Revenue: | N/A |
-

STATUTORY / RULEMAKING / POLICY REFERENCES:

- | | |
|---|------------|
| <input type="checkbox"/> WI Statute: | _____ |
| <input type="checkbox"/> WI Administrative Code: | _____ |
| <input type="checkbox"/> Case Law / Legal: | _____ |
| <input checked="" type="checkbox"/> Municipal Code: | Chapter 94 |
| <input type="checkbox"/> Municipal Rules: | _____ |
-

PRIOR REVIEW: None

BACKGROUND: Earlier this year, the Town of Weston decided to have new construction holding tanks go through a conditional use permit (CUP) process instead of a variance like the Village/ETZ code had been set up. Village staff thought this would be a better way to handle it as the ETZ doesn't meet very often anyway and the PC was probably the better approving authority since they were directly involved with the creation of the Comp Plan Future Land Use map which was directing if sewer and water was required or if a septic system was even allowable.

When we were working to update the ordinance changes from last month, it was noticed that the Town code, which was developed from the Village/ETZ code, had left the reference to holding tanks in the variance process. For this reason, staff, when updating the code last month did not include the attached proposed amendment in with last months group of amendments. Adopting the attached ordinance should take care of the contradiction in the code. Staff will also be making a note of this change being needed in the Town Code at a future time.

- Attachments – Ord. No. 16-026
-



VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN

ORDINANCE NO. 16-026

AN ORDINANCE AMENDING SECTION 94.16.11(2) OF THE ZONING ORDINANCE ENTITLED *ELIGIBLE PROVISIONS FOR WHICH VARIANCES MAY BE GRANTED*.

WHEREAS, the Village of Weston is authorized to prepare, amend and adopt a zoning ordinance under Wis. Stats. §§ 62.23 and 61.35; and

WHEREAS, the Village adopted a new Chapter 94 in March 2015, to serve as the Village's general zoning ordinance and the Village's extraterritorial zoning ordinance for the portions of the Town of Weston defined as the extraterritorial zoning area; and

WHEREAS, Village Staff has requested an amendment to the zoning ordinance to remove an inconsistency in the process for permitting the use of holding tanks; and

WHEREAS, the Plan Commission has recommended enactment of the Zoning Ordinance amendments set forth below, for applicability within the Village limits; and

WHEREAS, the Joint Town and Village Extraterritorial Zoning Committee has recommended enactment of the Zoning Ordinance amendments set forth below, for applicability within the Extraterritorial Zoning limits of the Town of Weston; and

WHEREAS, the Joint Village and Town of Weston Extraterritorial Zoning Committee and Village Plan Commission have held a joint public hearing on this ordinance on May 9, 2016, in compliance with Wis. Stat. § 62.23, and following such hearing the Board considered public comments and the recommendation of the Village Plan Commission and Joint Village and Town of Weston Extraterritorial Zoning Committee; and

WHEREAS, the Village Board finds the proposed amendment is reasonable, consistent with the Village Comprehensive Plan, and in the public interest;

NOW, THEREFORE, the Village Board of Weston, Marathon County, Wisconsin, do ordain as follows:

SECTION 1: Section 94.16.11(2) of the Village of Weston Zoning Ordinance entitled *Eligible Provisions for Which Variances may be Granted* is hereby amended to provide as follows:

Section 94.16.11: Variance Procedures

(2) **Eligible Provisions for Which Variances may be Granted.** Variances from the regulations of this Chapter may be granted only in the following instances and in no others:

- (a) To permit any setback, principal building separation distance, or landscape surface ratio that is less than the setback, principal building separation distance, or landscape surface ratio required within the applicable zoning district under Article 5.

- (b) To permit building construction on a lot where otherwise prohibited solely because of the insufficient lot area, lot width, or lot frontage within the applicable zoning district under Article 5. In no event shall the respective lot area, lot width, or lot frontage be less than 75 percent of the required dimension under Article 5.
- (c) To permit a building, fence, wall, or other structure height that is greater than that required within the applicable zoning district under Article 5, Section 94.12.03, or any other provision of this Chapter.
- (d) To permit a maximum or minimum floor area or density of any building or use so limited by the applicable regulations in this Chapter to vary by not more than 25 percent, where the matter is not otherwise covered by the above eligible variances.
- (e) To permit variations from an access, driveway, off-street parking, traffic circulation, or loading standard in Sections 94.12.08 to 94.12.10.
- ~~(f) To permit installation of a holding tank in a circumstance that does not meet the requirements in Section 94.3.03(13)~~

SECTION 2: The amendment effectuated by this Ordinance shall apply within the municipal limits of the Village and within its extraterritorial zoning jurisdiction in the Town of Weston.

SECTION 3: SEVERABILITY. If any section, clause, provision, or portion of this Ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby. If an application of this Ordinance to a particular structure, land, or water is adjudged unconstitutional or invalid by a court of competent jurisdiction, such judgment shall not be applicable to any other structure, land, or water not specifically included in said judgment. If any requirement or limitation attached to an authorization given under this Ordinance is found invalid, it shall be presumed that the authorization would not have been granted without the requirement or limitation and, therefore, said authorization shall also be invalid. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

SECTION 4: EFFECTIVE DATE. This ordinance shall take effect upon approval and publication.

Dated the 16th of May, 2016

WESTON VILLAGE BOARD

By: _____
Barbara Ermeling, its President

Attest:

Sherry Weinkauf, its Clerk

APPROVED: _____

PUBLISHED: _____

Village of Weston, Wisconsin
AGENDA ITEM COVERSHEET
Requested for Official Consideration and Review

REQUEST FROM: **JARED WEHNER; ASSISTANT PLANNER**
JENNIFER HIGGINS; DIRECTOR OF PLANNING AND DEVELOPMENT

ITEM DESCRIPTION: **ORDINANCE NO. 16-027 AN ORDINANCE AMENDING SECTION 94.13.07(7) (B)1. AND (C) 1. OF THE ZONING ORDINANCE RELATING TO ON-BUILDING SIGN (WALL, AWNING, MARQUEE, OR PROJECTING SIGN) IN THE INT INSTITUTIONAL AND B-1 NEIGHBORHOOD BUSINESS DISTRICTS; AND B-2 HIGHWAY BUSINESS, B-3 GENERAL BUSINESS, BP BUSINESS PARK, AND I INDUSTRIAL DISTRICTS; AND AMENDING THE SAME IN FIGURE 13.07: SUMMARY OF MAXIMUM DIMENSIONS AND NUMBER OF ON-PREMISE BUSINESS SIGNS (FOR NON-RESIDENTIAL, AGRICULTURAL, AND PR DISTRICTS—SEE SECTION 94.13.05 FOR RESIDENTIAL AND RR DISTRICT STANDARDS).**

DATE/MTG: **PLAN COMMISSION/ETZ COMMITTEE; MONDAY, MAY 9, 2016**

POLICY QUESTION: Should the Board of Trustees approve the amendment to the zoning ordinance as proposed by the Plan Commission/ETZ Committee?

RECOMMENDATION TO: I make a motion to endorse approval, and recommend to the Trustees.

LEGISLATIVE ACTION:

- | | | |
|---|------------------------------------|---------------------------------------|
| <input checked="" type="checkbox"/> Acknowledge/Approve | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Proclamation |
| <input type="checkbox"/> Administrative Order | <input type="checkbox"/> Policy | <input type="checkbox"/> Reports |
| <input type="checkbox"/> Expenditure | <input type="checkbox"/> Procedure | <input type="checkbox"/> Resolution |
-

FISCAL IMPACT ANALYSIS:

- | | |
|--|------------|
| <input type="checkbox"/> Budget Line Item: | <u>N/A</u> |
| <input type="checkbox"/> Budget Line Item: | <u>N/A</u> |
| <input type="checkbox"/> Budgeted Expenditure: | <u>N/A</u> |
| <input type="checkbox"/> Budgeted Revenue: | <u>N/A</u> |
-

STATUTORY / RULEMAKING / POLICY REFERENCES:

- | | |
|---|-------------------|
| <input type="checkbox"/> WI Statute: | _____ |
| <input type="checkbox"/> WI Administrative Code: | _____ |
| <input type="checkbox"/> Case Law / Legal: | _____ |
| <input checked="" type="checkbox"/> Municipal Code: | <u>Chapter 94</u> |
| <input type="checkbox"/> Municipal Rules: | _____ |
-

PRIOR REVIEW: None

BACKGROUND: After working with the new zoning code for over a year, it has been determined by staff that there is not a need for there to be a maximum limit on a wall sign. The amount of square footage of allowed sign is already determined by the length of the wall in which the sign is to be installed upon. This policy change is also viewed as business friendly, particularly for owners of multi-tenant buildings.

- Attachments – Ord. No. 16-027
-



VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN

ORDINANCE NO. 16-027

AN ORDINANCE AMENDING SECTION 94.13.07(7) (b)1. and (c) 1. OF THE ZONING ORDINANCE RELATING TO ON-BUILDING SIGN (WALL, AWNING, MARQUEE, OR PROJECTING SIGN) IN THE INT INSTITUTIONAL AND B-1 NEIGHBORHOOD BUSINESS DISTRICTS; AND B-2 HIGHWAY BUSINESS, B-3 GENERAL BUSINESS, BP BUSINESS PARK, AND I INDUSTRIAL DISTRICTS; AND AMENDING THE SAME IN FIGURE 13.07: SUMMARY OF MAXIMUM DIMENSIONS AND NUMBER OF ON-PREMISE BUSINESS SIGNS (FOR NON-RESIDENTIAL, AGRICULTURAL, AND PR DISTRICTS—SEE SECTION 94.13.05 FOR RESIDENTIAL AND RR DISTRICT STANDARDS).

WHEREAS, the Village of Weston is authorized to prepare, amend and adopt a zoning ordinance under Wis. Stats. §§ 62.23 and 61.35; and

WHEREAS, the Village adopted a new Chapter 94 in March 2015, to serve as the Village's general zoning ordinance and the Village's extraterritorial zoning ordinance for the portions of the Town of Weston defined as the extraterritorial zoning area; and

WHEREAS, Village Staff has requested an amendment to the zoning ordinance to remove the maximum on-building sign area allowed per signable wall in the INT, B-1, B2, B-3, BP, LI and GI zoning districts; and

WHEREAS, the Plan Commission has recommended enactment of the Zoning Ordinance amendments set forth below, for applicability within the Village limits; and

WHEREAS, the Joint Town and Village Extraterritorial Zoning Committee has recommended enactment of the Zoning Ordinance amendments set forth below, for applicability within the Extraterritorial Zoning limits of the Town of Weston; and

WHEREAS, the Joint Village and Town of Weston Extraterritorial Zoning Committee and Village Plan Commission have held a joint public hearing on this ordinance on May 9, 2016, in compliance with Wis. Stat. § 62.23, and following such hearing the Board considered public comments and the recommendation of the Village Plan Commission and Joint Village and Town of Weston Extraterritorial Zoning Committee; and

WHEREAS, the Village Board finds the proposed amendment is reasonable, consistent with the Village Comprehensive Plan, and in the public interest;

NOW, THEREFORE, the Village Board of Weston, Marathon County, Wisconsin, do ordain as follows:

SECTION 1: Section 94.13.07(7)(b)1. and (c)1. of the Village of Weston Zoning Ordinance relating to On-Building Sign (wall, awning, marquee, or projecting sign) in the INT Institutional and B-1

Neighborhood Business Districts and B-2 Highway Business, B-3 General Business, BP Business Park, and I Industrial Districts is hereby amended to provide as follows:

Section 94.13.07: Regulations for Non-Residential, Agricultural, PR, and N Zoning Districts

(7) On-Premise Business Signs. (also see summary in Figure 13.07)

(b) For the INT Institutional and B-1 Neighborhood Business Districts.

1. Permitted Sign Type: On-Building Sign (Wall, Awning, Marquee, or Projecting sign)
 - a. Maximum Permitted Area: 1 square foot of on-building sign area per 1 linear foot of exterior length of each signable wall, ~~up to a maximum 50 square feet per signable wall.~~ For buildings with multiple tenants, the building owner(s) shall be responsible for assignment of allowable sign area to individual businesses within the building.
 - b. Maximum Permitted Number. 1 on-building sign per signable wall per business.
 - c. Permitted Location: On any signable wall visible from a public street, except signable walls which are adjacent to a residentially zoned property. On-building signs shall not be located on any portion of upper stories. Sign placement shall be integrated with, and not cover, architectural elements and details.

(c) For the B-2 Highway Business, B-3 General Business, BP Business Park, and I Industrial Districts.

1. Permitted Sign Type: On-Building Sign (Wall, Marquee, or Awning sign).
 - a. Maximum Permitted Area per Sign: One square foot of on-building sign area for every one linear foot of signable wall length (for the subject wall), ~~not to exceed a maximum total sign area of 200 square feet per signable wall.~~ For buildings with multiple tenants, the owner(s) shall be responsible for assignment of allowable sign area to individual businesses within the building.
 - b. Maximum Permitted Number: One on-building sign per signable wall per individual business or establishment on the lot.
 - c. Permitted Location: On any signable wall that is visible from a public street, except signable walls that are adjacent to a residentially zoned property.

Figure 13.07 of the Village of Weston Zoning Ordinance relating to *SUMMARY of Maximum Dimensions and Number of On-Premise Business Signs (For Non-Residential, Agricultural, and PR Districts—See Section 94.13.05 for Residential and RR District Standards)* is hereby amended to provide as follows:

Figure 13.07: SUMMARY of Maximum Dimensions and Number of On-Premise Business Signs (For Non-Residential, Agricultural, and PR Districts—See Section 94.13.05 for Residential and RR District Standards)

Zoning District	Maximum Sign Area and Height		Maximum Number of Signs
	On-Building	Freestanding	
FP AR PR	Wall only: 48 SF	Monument or Arm-post only: Maximum Area: 48 SF Maximum Height: 8 ft	1 on-building sign and freestanding sign per lot

**Figure 13.07: SUMMARY of Maximum Dimensions and Number of On-Premise Business Signs
(For Non-Residential, Agricultural, and PR Districts—See Section 94.13.05 for Residential and RR
District Standards)**

Zoning District	Maximum Sign Area and Height		Maximum Number of Signs
	On-Building	Freestanding	
INT B-1	Wall, Awning, or Projecting: 1 SF of sign area per linear foot of wall length on that wall, up to a maximum of 50 SF per business per signable wall	Monument, Pylon, or Arm/post: Maximum Area: 48 SF (64 SF by CUP) Maximum Height: 8 ft (20 ft by CUP)	1 on-building wall sign per signable wall per business 1 monument or arm/post sign per lot
B-2 B-3 BP LI GI	Wall, Awning, or Projecting: 1 SF of sign area per linear foot of exterior wall length on that wall, up to a maximum of 200 SF total per signable wall	Monument or Pylon: Maximum Area: 64 SF (200 SF if within 660 feet of Interstate or Highway 29) Maximum Height: 20 ft (40 ft if within 660 feet of Interstate or Highway 29)	2 on-building signs per signable wall per business 1 pylon or monument sign per lot; 2 for lots with more than one street frontage where each frontage is at least 200 ft
NOTE: This table is only a summary of the sign regulations applicable to nonresidential uses. Section 94.13.07 contains more specific requirements, including allowances for other signs in these districts such as group development signs and sign setbacks. In the event of any conflict, the text in Section 94.13.07 controls.			

SECTION 2: The amendment effectuated by this Ordinance shall apply within the municipal limits of the Village and within its extraterritorial zoning jurisdiction in the Town of Weston.

SECTION 3: SEVERABILITY. If any section, clause, provision, or portion of this Ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby. If an application of this Ordinance to a particular structure, land, or water is adjudged unconstitutional or invalid by a court of competent jurisdiction, such judgment shall not be applicable to any other structure, land, or water not specifically included in said judgment. If any requirement or limitation attached to an authorization given under this Ordinance is found invalid, it shall be presumed that the authorization would not have been granted without the requirement or limitation and, therefore, said authorization shall also be invalid. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

SECTION 4: EFFECTIVE DATE. This ordinance shall take effect upon approval and publication.

Dated the 16th of May, 2016

WESTON VILLAGE BOARD

By: _____
Barbara Ermeling, its President

Attest:

Sherry Weinkauf, its Clerk

APPROVED: _____

PUBLISHED: _____

DRAFT

Village of Weston, Wisconsin
AGENDA ITEM COVERSHEET
Requested for Official Consideration and Review

REQUEST FROM: **JARED WEHNER; ASSISTANT PLANNER**
JENNIFER HIGGINS; DIRECTOR OF PLANNING AND DEVELOPMENT

ITEM DESCRIPTION: **ORDINANCE NO. 16-028 AN ORDINANCE AMENDING SECTION 94.12.08(10) OF THE ZONING ORDINANCE ENTITLED *PROVISIONS FOR SIDEWALK* AND CREATING SECTION 94.12.09(15) OF THE ZONING ORDINANCE ENTITLED *PEDESTRIAN FACILITIES*.**

DATE/MTG: **PLAN COMMISSION/ETZ COMMITTEE; MONDAY, MAY 9, 2016**

POLICY QUESTION: Should the Board of Trustees approve the amendment to the zoning ordinance as proposed by the Plan Commission/ETZ Committee?

RECOMMENDATION TO: I make a motion to endorse approval, and recommend to the Trustees.

LEGISLATIVE ACTION:

- | | | |
|---|------------------------------------|---------------------------------------|
| <input checked="" type="checkbox"/> Acknowledge/Approve | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Proclamation |
| <input type="checkbox"/> Administrative Order | <input type="checkbox"/> Policy | <input type="checkbox"/> Reports |
| <input type="checkbox"/> Expenditure | <input type="checkbox"/> Procedure | <input type="checkbox"/> Resolution |
-

FISCAL IMPACT ANALYSIS:

- | | |
|--|-----|
| <input type="checkbox"/> Budget Line Item: | N/A |
| <input type="checkbox"/> Budget Line Item: | N/A |
| <input type="checkbox"/> Budgeted Expenditure: | N/A |
| <input type="checkbox"/> Budgeted Revenue: | N/A |
-

STATUTORY / RULEMAKING / POLICY REFERENCES:

- | | |
|---|------------|
| <input type="checkbox"/> WI Statue: | _____ |
| <input type="checkbox"/> WI Administrative Code: | _____ |
| <input type="checkbox"/> Case Law / Legal: | _____ |
| <input checked="" type="checkbox"/> Municipal Code: | Chapter 94 |
| <input type="checkbox"/> Municipal Rules: | _____ |
-

PRIOR REVIEW: None

BACKGROUND:

The Village has adopted a "Complete Streets" policy to make the Village more pedestrian friendly and less motorized vehicle oriented. This update makes the policy enforceable through the zoning code by making newly constructed sites or modified sites connect the main entrances to the Village's expanding sidewalk network via a private sidewalk. This will increase the size and completeness of the sidewalk network in the Village giving pedestrians more opportunity to move about in a safe and organized fashion. More pedestrian movement ultimately means a healthier and happier community.

Attachments – Ord. No. 16-028



VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN

ORDINANCE NO. 16-028

AN ORDINANCE AMENDING SECTION 94.12.08(10) OF THE ZONING ORDINANCE ENTITLED *PROVISIONS FOR SIDEWALK* AND CREATING SECTION 94.12.09(15) OF THE ZONING ORDINANCE ENTITLED *PEDESTRIAN FACILITIES*.

WHEREAS, the Village of Weston is authorized to prepare, amend and adopt a zoning ordinance under Wis. Stats. §§ 62.23 and 61.35; and

WHEREAS, the Village adopted a new Chapter 94 in March 2015, to serve as the Village's general zoning ordinance and the Village's extraterritorial zoning ordinance for the portions of the Town of Weston defined as the extraterritorial zoning area; and

WHEREAS, Village Staff has requested an amendment to the zoning ordinance to clarify provisions for sidewalk and pedestrian facilities and further the implementation of Village's Complete Streets Policy (Resolution VW-15-14, adopted June 1, 2015); and

WHEREAS, the Plan Commission has recommended enactment of the Zoning Ordinance amendments set forth below, for applicability within the Village limits; and

WHEREAS, the Joint Town and Village Extraterritorial Zoning Committee has recommended enactment of the Zoning Ordinance amendments set forth below, for applicability within the Extraterritorial Zoning limits of the Town of Weston; and

WHEREAS, the Joint Village and Town of Weston Extraterritorial Zoning Committee and Village Plan Commission have held a joint public hearing on this ordinance on May 9, 2016, in compliance with Wis. Stat. § 62.23, and following such hearing the Board considered public comments and the recommendation of the Village Plan Commission and Joint Village and Town of Weston Extraterritorial Zoning Committee; and

WHEREAS, the Village Board finds the proposed amendment is reasonable, consistent with the Village Comprehensive Plan, and in the public interest;

NOW, THEREFORE, the Village Board of Weston, Marathon County, Wisconsin, do ordain as follows:

SECTION 1: Section 94.12.08(10) of the Village of Weston Zoning Ordinance entitled *Provisions for Sidewalk* is hereby amended and Section 94.12.09(15) of the Village of Weston Zoning Ordinance entitled *Pedestrian Facilities* is hereby created to provide as follows:

Section 94.12.08 Access and Driveway Standards

(10) **Provision for Sidewalk.** Street Sidewalks shall be installed for all new construction and substantial remodels, which exceed 50% of the assessed value, of a structure, regardless if a sidewalk is present on either side of said project, in accordance with the Village's Complete Streets Policy. Where ~~the Village~~

~~has planned for or approved sidewalks~~ the construction project or remodel does not exceed 50% of the assessed value then all driveways, new or existing, shall accommodate a concrete sidewalk section within the public right-of-way, built to Village sidewalk standards, to maintain connection with existing sidewalks or to allow for the connection of future sidewalks on either side of the driveway.

Section 94.12.09: Off-Street Parking and Traffic Circulation Standards

(15) Pedestrian Facilities.

- (a) The site shall provide for safe pedestrian and bicycle access to all uses, and connections to existing and planned public pedestrian and bicycle facilities and adjacent properties.
- (b) Pedestrian walkways shall be provided from all building entrances to existing or planned public sidewalks and/or pedestrian/bike facilities. The minimum width for sidewalks adjacent to buildings shall be five feet.
- (c) Sidewalks other than street sidewalks or building aprons shall have adjoining landscaping along at least 50 percent of their length if said sidewalk is over 50 feet in length.
- (d) Crosswalks shall be distinguished from driving surfaces to enhance pedestrian safety by using different materials, or colors, or textures, and signage.

SECTION 2: The amendment effectuated by this Ordinance shall apply within the municipal limits of the Village and within its extraterritorial zoning jurisdiction in the Town of Weston.

SECTION 3: SEVERABILITY. If any section, clause, provision, or portion of this Ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby. If an application of this Ordinance to a particular structure, land, or water is adjudged unconstitutional or invalid by a court of competent jurisdiction, such judgment shall not be applicable to any other structure, land, or water not specifically included in said judgment. If any requirement or limitation attached to an authorization given under this Ordinance is found invalid, it shall be presumed that the authorization would not have been granted without the requirement or limitation and, therefore, said authorization shall also be invalid. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

SECTION 4: EFFECTIVE DATE. This ordinance shall take effect upon approval and publication.

Dated the 16th of May, 2016

WESTON VILLAGE BOARD

By: _____
Barbara Ermeling, its President

Attest:

Sherry Weinkauff, its Clerk

APPROVED: _____
PUBLISHED: _____

Village of Weston, Wisconsin
OFFICIAL PROCEEDINGS OF THE PLAN COMMISSION AND
JOINT TOWN & VILLAGE EXTRATERRITORIAL ZONING COMMITTEE
held on Monday, April 11, 2016 at 6:00 p.m., in the Board Room, at the Municipal Center
Chairman White Presiding.

A. OPENING OF SESSION AT 6:00 P.M.

1. **Joint Town & Village of Weston Extraterritorial Zoning Committee meeting called to order by Diesen.**
2. **Plan Commission meeting called to order PC Chairman White.**
3. **Clerk will take attendance and roll call.**

Roll call indicated 4 Joint Town & Village of Extraterritorial Zoning Committee members present.

<u>Member</u>	<u>Present</u>
Christiansen, Randy	NO
Diesen, Dave	YES
Hull, Mark	YES
Kollmansberger, Tina	YES
Olson, Milt	NO
Stenstrom, Mike	YES

Roll call indicated 6 Plan Commission members present.

<u>Member</u>	<u>Present</u>
Diesen, Dave	YES
Johnson, Marty	YES
Kollmansberger, Tina	YES
Schuster, Fred	YES
Stenstrom, Mike	YES
White, Loren	YES
Zeyghami, Hooshang	NO

Village Staff in attendance: Higgins, Donner, Guild, Tatro, Maguire, Wehner, and Parker. There were 7 audience members present.

4. **Requests for Silencing of cellphones and other electronic devices.**

B. PUBLIC HEARINGS BEFORE VILLAGE PLAN COMMISSION AND JOINT TOWN & VILLAGE EXTRATERRITORIAL ZONING COMMITTEE

Diesen and White opened the public hearings at 6:09 p.m.

5. **Ordinance No. 16-003 An Ordinance Amending Section 94.3.02 of the Zoning Ordinance Entitled *Treatment of Allowable Uses by Zoning District*.**
6. **Ordinance No. 16-004 An Ordinance Amending Section 94.4.02(4)7. of the Zoning Ordinance Entitled *Residential Land Use Types – Manufactured Home Community – Performance Standards*.**
7. **Ordinance No. 16-005 An Ordinance Amending Section 94.6.03(4), Figure 6.03 of the Zoning Ordinance Entitled *Conditional (C), Prohibited (R), And Permitted (P) Uses in WHP Overlay Districts*.**
8. **Ordinance No. 16-007 An Ordinance Amending Section 94.16.02(4) of the Zoning Ordinance Entitled *Zoning Administrator Review and Recommendation*, Section 94.16.02(5) of the Zoning Ordinance Entitled *Notice of Public Hearing*, Section 94.16.03 (4) of the Zoning Ordinance Entitled *Zoning Administrator Review and Recommendation*, Section 94.16.03(5) of the Zoning Ordinance Entitled *Notice of Public Hearing*, and Section 94.16.03(7) of the Zoning Ordinance Entitled *Review Criteria for Amendments to the Official Zoning Map*.**
9. **Ordinance No. 16-008 An Ordinance Amending Section 94.16.06(2), (3) and (4) of the Zoning Ordinance Relating to the Conditional Use Permit Approval Process.**
10. **Ordinance No. 16-009 An Ordinance Amending Section 94.16.11(4) and (5) of the Zoning Ordinance Relating to Variance Procedures.**

11. Ordinance No. 16-010 An Ordinance Amending Section 94.16.13(4) of the Zoning Ordinance Relating to Concurring Vote and Decision of an Appeal of a Zoning Interpretation.
12. Ordinance No. 16-011 An Ordinance Amending Section 94.16.15(2) of the Zoning Ordinance Relating to Zoning Administrator Duties.
13. Ordinance No. 16-012 An Ordinance Amending Section 94.3.03(13) of the Zoning Ordinance Entitled *Utility Connections to Principal Building for Human Habitation*.
14. Ordinance No. 16-013 An Ordinance Amending Section 94.16.19(1) of the Zoning Ordinance Entitled *Violations*, and Section 94.16.19(3) of the Zoning Ordinance Entitled *Penalties*.
15. Ordinance No. 16-014 An Ordinance Amending Figure 5.01 (1) of the Village Zoning Ordinance Entitled *Rural, Open Space and Residential District Lot Dimension and Intensity Standards*.
16. Ordinance No. 16-015 An Ordinance Amending Section 94.5.08(1)(b) and (d) of the Zoning Ordinance Relating to Calculating Maximum Permitted Density in the AR District.
17. Ordinance No. 16-016 An Ordinance Amending Section 94.16.09(4) of the Zoning Ordinance Relating to Site Plan Procedures Application Contents.
18. Ordinance No. 16-006 An Ordinance Amending Section 94.13.08 of the Zoning Ordinance Entitled *One-Time Event Signs*.
19. Ordinance No. 16-021 An Ordinance Creating Section 94.4.10(13) of the Zoning Ordinance Entitled *Temporary Sales by Mobile Food Vendors and Adding This New Temporary Land Use to the Temporary Land Use Category Within the Charts Displayed in Figures 3.04 and 3.05 of the Village Zoning Ordinance and Amending Section 94.17.04 Definitions of the Zoning Code to Create Definitions Related to This New Use*.
20. Ordinance No. 16-022 An Ordinance Adopting the 2016 Official Zoning Map and Official Extraterritorial Zoning Map for the Village of Weston.

There were no comments from anyone in the audience.

Stenstrom confirmed these all include the Town too.

Diesen confirmed Ordinance 16-021 was similar to that of Wausau. Wehner stated it is, though we did not include the 32 square foot maximum requirement.

Stenstrom pointed out within Ordinance 16-005, in the table Figure 6.03, Asphalt products manufacturing plants are considered Conditional Uses within the WHP-A and WHP-B. Then within that same table, Petroleum products processing is considered Prohibited in WHP-A, and Conditional in WHP-B. Stenstrom feels these two land uses are basically the same, and would recommend that Asphalt products manufacturing plans be Prohibited (R) within the WHP-A Overlay District.

Higgins pointed out Ordinance 16-022 is to re-adopt the zoning map for the 2016 Official Zoning Map. This takes into consideration updated parcels, shoreland zoning, and Marathon County zoning.

21. Discussion and Action by Joint Town & Village of Weston Extraterritorial Zoning Committee on Director’s recommendation to approve the Zoning Ordinance Amendments Ordinance No. 16-003 through 16-016, 16-021 and 16-022, per the specifications, conditions, and limitations of the submitted staff reports, and forward to the Board of Trustees for their consideration and final approval.

Diesen closed the hearing for the ETZ at 6:20 p.m.

Motion by Stenstrom, second by Hull to approve the Zoning Ordinance Amendments Ordinance No. 16-003 through 16-016, 16-021, and 16-022, as discussed along with the recommended changes to the table Figure 6.03, within Ordinance 16-005, and forward on to the Board of Trustees for their consideration and final approval.

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 2 Result: PASS

<u>Member</u>	<u>Present</u>
Christiansen, Randy	NO
Diesen, Dave	YES
Hull, Mark	YES
Kollmansberger, Tina	YES
Olson, Milt	NO
Stenstrom, Mike	YES

22. Discussion and Action by Village Plan Commission on Director’s recommendation to approve the Zoning Ordinance Amendments Ordinance No. 16-003 through 16-016, 16-021 and 16-022, per the specifications, conditions, and limitations of the submitted staff reports, and forward to the Board of Trustees for their consideration and final approval.

White received no comments from the audience, and closed the hearing at 6:21 p.m.

Motion by Schuster, second by Diesen to approve the Zoning Ordinance Amendments Ordinance No. 16-003 through 16-016, 16-021, and 16-022, as discussed along with the recommended changes to the table Figure 6.03, within Ordinance 16-005, and forward tot eh Board of Trustees for their consideration and final approval.

Yes Vote: 6 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

<u>Member</u>	<u>Voting</u>
Diesen, Dave	YES
Johnson, Marty	YES
Kollmansberger, Tina	YES
Schuster, Fred	YES
Stenstrom, Mike	YES
White, Loren	YES
Zeyghami, Hooshang	NO

C. PUBLIC COMMENT – ETZ.

23. Comments from the public on issues, which the ETZ has oversight, or on business items that might be recommended to the Board of Trustees.

None.

D. CONSENT ITEMS – ETZ.

24. Approve previous meeting(s) minutes from the ETZ, March 14, 2016.

Motion by Hull, second by Stenstrom, to approve previous meeting(s) minutes from the ETZ, March 14, 2016.

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 2 Result: PASS

<u>Member</u>	<u>Present</u>
Christiansen, Randy	NO
Diesen, Dave	YES
Hull, Mark	YES
Kollmansberger, Tina	YES
Olson, Milt	NO
Stenstrom, Mike	YES

E. ADJOURN ETZ

25. Adjourn ETZ Committee.

Motion by Hull, second by Stenstrom to adjourn at 6:23 p.m.

F. PUBLIC COMMENT – PC

26. Comments from the public on issues, which the PC has oversight, or on business items that might be recommended to the Board of Trustees.

None.

G. CONSENT ITEMS – PC

27. Approve previous meeting(s) minutes from the Plan Commission March 14, 2016, regular meeting.

Motion by Diesen, second by Johnson, to approve the Plan Commission March 14, 2016 regular meeting minutes.

Yes Vote: 6 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

<u>Member</u>	<u>Voting</u>
Diesen, Dave	YES
Johnson, Marty	YES
Kollmansberger, Tina	YES
Schuster, Fred	YES
Stenstrom, Mike	YES
White, Loren	YES
Zeyghami, Hooshang	NO

H. NEW BUSINESS - PC

28. Discussion and Action by Plan Commission on Director’s Recommendation to approve the Site Plan for Building and Parking Lot Additions at Briqs Soft Serve, 3907 Schofield Avenue (CSIT-3-16-1570), per the specifications, conditions, and limitations of the submitted staff report.

Wehner explained the project. He stated due to a couple of things that do not meet code, this site plan is being brought before Plan Commission for their recommendation. With the landscaping, their point values do not match up to what the minimum points should be. Wehner did not see any information on what kind of materials are being used on the enclosure. In the new code, parking requirements are based on the size of the building. The number of proposed parking stalls exceeds the quantity they can have; however, when considering the nature of this business, they require more parking stalls to accommodate the number of customers who come here (which staff agrees with). The lighting plan does not show any lighting on the northeast corner of the property. This plan shows a painted pedestrian walkway from the right-of-way sidewalk partway up the driveway, but does not take you all the way up to the building, and with the amount of pedestrian traffic they receive, staff would like to see this pedestrian walkway continue all the way up to the building.

Tom Radenz, REI Engineering, introduced people in attendance who were part of this project (Kevin Briquet Miller, Josh Osswald, Tom Ellenbecker). Radenz explained this is similar to the reconstruction of Briq’s in Wausau. They want to try to keep the business open while they perform the construction. He pointed out that due to the elevations, this site does not meet ADA requirements from the road up to the building, which is why there is the break in the pedestrian walkway. He explained the building additions and new features for open seating areas and dog walk area. He explained to Wehner that the details sheet of the site plan does explain the materials for the refuse/recycling enclosure, which will be cedar fence, stained to match the building.

Diesen questioned the metal shed on the property. Briquet Miller indicated that the shed is planned to remain to be used for yard equipment, but that it will be painted to match the rest of the property.

There was lengthy discussion on the pedestrian walkway. Radenz explained that the ADA requirements are that a walkway needs to be provided from the building to the nearest parking stall, and that due to the elevations of this site, they would be violating ADA standards by placing the walkway from the building all the way to the right-of-way. There will be a pedestrian walkway from the right-of-way up to the parking lot.

There was lengthy discussion on the landscaping point requirements, and how their accommodating the parking needs for their customers is what is creating a hardship for them in meeting the general yard landscaping requirements. Higgins reminded that Plan Commission has the authority to allow modifications in the requirements. There was discussion of allowing the applicant to work with staff to meet at minimum 2,162 points.

Motion by Johnson, second by Kollmansberger, to approve CSIT-3-16-1570 per staff recommendations (which includes the lighting issue and to allow the parking to exceed the 150%) and the owners working with staff on the landscaping points to achieve 2,162 points, and the condition that there be a pedestrian concrete sidewalk and then a striped crosswalk across the drive thru lane to the center island.

Yes Vote: 6 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

<u>Member</u>	<u>Voting</u>
Diesen, Dave	YES
Johnson, Marty	YES
Kollmansberger, Tina	YES
Schuster, Fred	YES
Stenstrom, Mike	YES
White, Loren	YES
Zeyghami, Hooshang	NO

29. Discussion and Action by Plan Commission on Director’s Recommendation to approve the Zoning Permit for IMR BP, 4101 Schofield Avenue (ZONE-3-16-6594), per the specifications, conditions, and limitations of the submitted staff report.

Owners, Irv and Keith Rybacki were present via international phone conference.

Wehner explained this project, where the owners would like to convert a large office area into a small bar and tasting area. Initially concerns with parking, which the owners have been able to show they meet the minimum parking spaces required, showing they have 19 parking spaces, though they only need 16 per code. The other concern staff has is with the que for the car wash, which if not properly maintained, could cause problems for egress and ingress. The owners have shown that there is adequate room; however, car wash customers would need to drive partially on the neighboring property to the south, which Rybacki’s do have permission from the neighbor (Sanders) allowing this to occur. Staff would like to see a cross access agreement between the two owners indicating this. Staff also would like to see striping for the parking stalls and for the car wash que. There was also discussion of pedestrian crosswalk striping to be added at the time they upgrade their parking lot.

Higgins explained that normally a Zoning permit would not come before Plan Commission, as they normally are approved by staff; however, Trustee Ziegler requested when this proposed use came back for review that it come before Plan Commission for their consideration, because the building plans did not meet State code. She explained there will not be any exterior remodeling occurring, and there will be no access through the building from the convenience store to the tasting room (customers will have to enter through other exterior doors). She stated both will have their own restrooms, which are ADA compliant.

Schuster asked Rybacki if it is their intent to install gambling machines. Rybacki answered “no” to Schuster’s question.

Higgins stated upon this approval by Plan Commission, the next step will be Rybacki’s liquor license going before the CLPS committee for consideration (which will be held Monday, April 25th).

Motion by Kollmansberger, second by Johnson, to approve ZONE-3-16-6597, per staff recommendation.

Yes Vote: 6 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

<u>Member</u>	<u>Voting</u>
Diesen, Dave	YES
Johnson, Marty	YES
Kollmansberger, Tina	YES
Schuster, Fred	YES
Stenstrom, Mike	YES
White, Loren	YES
Zeyghami, Hooshang	NO

I. DISCUSSION AND REVIEW OF COMPREHENSIVE PLAN DRAFT CHAPTERS

30. Chapter 2 Community Vision

Higgins pointed out the changes to the chapter, based on everyone’s comments. This will now go back to Mark Roffers, who will be taking all of the chapters and renumbering and reorganizing their placements. These will then come back to PC for final review and recommendation to the Board for approval in August. She stated the Economic Development Chapter is the only one yet hanging out there.

Motion by Schuster, second by Johnson, to approve Chapter 2 Community Vision, to approve and move this on to the final approval process.

Yes Vote: 6 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

<u>Member</u>	<u>Voting</u>
Diesen, Dave	YES
Johnson, Marty	YES
Kollmansberger, Tina	YES
Schuster, Fred	YES
Stenstrom, Mike	YES
White, Loren	YES
Zeyghami, Hooshang	NO

J. REPORTS FROM STAFF

31. Report from Planning and Development Director.

Higgins pointed out her monthly report. Higgins requested, if possible, on May 9th, for the Plan Commissioners to arrive early (at 4:30 p.m.) to be present for the JSD presentation of the SE Quadrant Neighborhood Plan. This will consist of a half hour presentation, followed by an hour-long open house. Plan Commission will then hold their regular meeting that night at 6:00 p.m. This presentation will take the place of the CDA meeting. She brought up upcoming meetings with staff, JSD, DOT, and DNR, on the SE Quadrant project.

32. Staff Report on staff-approved CSM’s, Site Plans, Sign Permits, Commercial Zoning Permits, and Certificate of Occupancies issued since last reported of 03/14/2016.

K. REMARKS FROM COMMISSIONERS.

Diesen stated he will not be present at the May 9th meeting.

White announced to the Plan Commission the resignation letter submitted to him by Stenstrom, and thanked Stenstrom for his years of service on the Plan Commission and ETZ.

L. DISCUSS ITEMS TO BE INCLUDED FOR NEXT AGENDA.

M. Set next regular meeting date for Monday, May 9, 2016, at 6:00 P.M.

- * **SE Quadrant Open House on Monday, May 9, 2016.**
 - * **Formal Presentation by JSD to CDA & PC from 4:30 – 5:00 p.m.**
 - * **Public Engagement Session and Open House from 5:00 p.m. – 6:00 p.m.**

N. ADJOURN.

13. Adjourn Plan Commission.

Stenstrom motioned, Kollmansberger seconded to adjourn at 7:40 p.m.

Loren White, Chairman
Jennifer Higgins, Director of Planning & Development
Valerie Parker, Recording Secretary

**Village of Weston, Wisconsin
AGENDA ITEM COVERSHEET
Requested for Official Consideration and Review**

REQUEST FROM: **KEITH DONNER; DIRECTOR OF SERVICES/PUBLIC WORKS
JENNIFER HIGGINS; DIRECTOR OF PLANNING & DEVELOPMENT
SHAWN OSTERBRINK; DIRECTOR OF PARKS, REC & FORESTRY**

ITEM DESCRIPTION: **RESOLUTION NO. 2016-008 A RESOLUTION RECOMMENDING ADOPTION
OF ORDINANCE NO. 16-029 AN ORDINANCE TO REPEAL CHAPTER 74 OF
THE VILLAGE OF WESTON MUNICIPAL CODE OF ORDINANCES
ENTITLED "SUBDIVISION REGULATIONS" AND AMENDING AND
RECREATING THE SAME.**

DATE/MTG: **PLAN COMMISSION; MONDAY, MAY 9, 2016**

POLICY QUESTION: Should the Board of Trustees adopt a new Subdivision Ordinance (Chapter 74)?

RECOMMENDATION TO: I make a motion to endorse approval by approving Resolution No. 2016-008 thereby recommending Chapter 74 to the Trustees for public hearing and adoption.

LEGISLATIVE ACTION:

- | | | |
|---|------------------------------------|--|
| <input checked="" type="checkbox"/> Acknowledge/Approve | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Proclamation |
| <input type="checkbox"/> Administrative Order | <input type="checkbox"/> Policy | <input type="checkbox"/> Reports |
| <input type="checkbox"/> Expenditure | <input type="checkbox"/> Procedure | <input checked="" type="checkbox"/> Resolution |
-

FISCAL IMPACT ANALYSIS:

- Budget Line Item: _____
- Budget Line Item: _____
- Budgeted Expenditure: _____
- Budgeted Revenue: _____
-

STATUTORY / RULEMAKING / POLICY REFERENCES:

- WI Statute: **Chapters 61, 62.23, 80.08, 236, and 703**
- WI Administrative Code: _____
- Case Law / Legal: _____
- Municipal Code: **Chapter 74**
- Municipal Rules: _____
-

PRIOR REVIEW: Reviewed by staff and legal counsel.
Parks and Recreation Committee – April 25, 2016
PIC – May 2, 2016

BACKGROUND: Following adoption of the new zoning ordinance (Chapter 94) in March 2015, Village staff continued working with MDROffers to update our antiquated Subdivision Ordinance (Chapter 74). The new draft ordinance is compatible with the new zoning ordinance and the way the Village Plan Commission and Board would like to handle CSM and Subdivision creation (land divisions) and approvals in the Village. This document has been reviewed by Parks & Rec Committee on 4/25 and PIC on 5/2. Per State Statutes PC is to review and recommend the ordinance to the Board for approval following a public hearing held by the Board. The Public Hearing is scheduled to be held at the Board meeting on 5/16. Director Higgins will also be working with MDROffers to update the zoning code to require

parkland dedication fees for projects, such as apartment complexes, which typically do not require a land division and therefore are not included in the Chapter 74 requirements and we are typically unable to collect parkland fees for these projects. We hope to have this amendment ready to go for the June Plan Commission meeting as we have been approached about a proposed apartment complex just south of the hospital.

The draft ordinance has been fully vetted by Village Staff, Parks and Rec Committee and PIC. All recommend its approval to the Village Board. Staff asks the PC to adopt this Resolution as documentation of your support of this new ordinance.

Attachments – Draft Chapter 74 Subdivision Ordinance.



VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN

RESOLUTION NO. 2016-008

A RESOLUTION RECOMMENDING ADOPTION OF ORDINANCE NO. 16-029 AN ORDINANCE TO REPEAL CHAPTER 74 OF THE VILLAGE OF WESTON MUNICIPAL CODE OF ORDINANCES ENTITLED “SUBDIVISION REGULATIONS” AND AMENDING AND RECREATING THE SAME.

WHEREAS, Wis. Stats. Chapters 61, 62.23, 80.08, 236 and 703 authorizes each local government to adopt a subdivision ordinance to regulate and control the division of land within the Village of Weston and its extraterritorial area to protect and provide for the public health, safety, and general welfare of the community and guide the orderly and beneficial development of the community, in accordance with the Village’s adopted Comprehensive Plan; and

WHEREAS, Chapter 74 “Subdivision Regulations” of the Municipal Code currently serves as the Village’s general land division ordinance; and

WHEREAS, Wis. Stats governing land division in the Village require the Village Plan Commission to review and recommend any new or proposed amendments to the Village’s general land division ordinance prior to public hearing and adoption by the Village Board; and

WHEREAS, on May 9, 2016, the Village Plan Commission conducted their final review of the proposed new Chapter 74 “Subdivision Regulations” and determined those proposed changes to be in compliance with Wis. Stats governing land division and in the best interest of the long term public health, safety and general welfare of the community and guide the orderly and beneficial development of the community, in accordance with the Village’s adopted Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED, the Plan Commission of the Village of Weston hereby recommends, following a public hearing, the Village Board adopt an ordinance to make the changes to Chapter 74 “Subdivision Regulations” as reflected in Exhibit A.

PASSED BY THE PLAN COMMISSION OF THE VILLAGE OF WESTON, at a regular meeting thereof, this 9th day of the month of May, 2016.

VILLAGE OF WESTON, a Municipal Corporation of the State of Wisconsin.

By: _____
LOREN WHITE, Village Plan Commission Chair

ATTEST:

By: _____
Valerie Parker, Plan Commission Secretary

EXHIBIT A

**CHAPTER 74: SUBDIVISION REGULATIONS
VILLAGE OF WESTON, WI**

DRAFT UPDATE: April 14, 2016

DRAFT

ARTICLE 1: INTRODUCTION.....	5
Section 74.1.01: Title.....	5
Section 74.1.02: Authority.....	5
Section 74.1.03: Purpose.....	5
Section 74.1.04: Jurisdiction and Applicability.....	6
Section 74.1.05: Abrogation and Greater Restrictions	7
Section 74.1.06: Effective Date	8
ARTICLE 2: INITIAL SUBMITTAL DOCUMENTS	9
Section 74.2.01: Initial Submittal Documents.....	9
Section 74.2.02: Review of Initial Submittal Documents.....	9
Section 74.2.03: Site Assessment Checklist	10
Section 74.2.04: Concept Plan.....	10
Section 74.3.05: Subdivider’s Statement.....	11
ARTICLE 3: PRELIMINARY PLATS FOR SUBDIVISIONS; CONDOMINIUM PLATS	12
Section 74.3.01: Applicability.....	12
Section 74.3.02: Preliminary Plat Review Procedure.....	12
Section 74.3.03: Coverage of Preliminary Plat	13
Section 74.3.04: Required Preliminary Plat Submittal Materials	13
ARTICLE 4: FINAL PLATS ASSOCIATED WITH SUBDIVISIONS.....	17
Section 74.4.01: Applicability.....	17
Section 74.4.02: Final Plat Review Procedure.....	17
Section 74.4.03: Coverage of Final Plat	18
Section 74.4.04: Required Final Plat Submittal Materials.....	18
ARTICLE 5: CERTIFIED SURVEY MAPS ASSOCIATED WITH LAND DIVISIONS	21
Section 74.5.01: Applicability.....	21
Section 74.5.02: Certified Survey Map (CSM) Review Procedure	21
Section 74.5.03: Coverage of CSM.....	23
Section 74.5.04: Required CSM Submittal Materials.....	23
ARTICLE 6: DESIGN STANDARDS	25
Section 74.6.01: Applicability.....	25
Section 74.6.02: Street Function, Arrangement, and Classification.....	25
Section 74.6.03: Street Extensions	26
Section 74.6.04: Street Names	26

Section 74.6.05: Design Standards Adjacent to Arterial Streets, Collector Streets, Railroads.....	26
Section 74.6.06: Street Dimensional Standards.....	27
Section 74.6.07: Street Grades	28
Section 74.6.08: Street Radii of Curvature.....	28
Section 74.6.09: Half-Streets and Reserve Strips.....	29
Section 74.6.10: Street Intersections.....	29
Section 74.6.11: Sidewalks, Walkways, and Multiuse Paths.....	29
Section 74.6.12: Blocks	30
Section 74.6.13: Lots	30
Section 74.6.14: Easements.....	31
ARTICLE 7: REQUIRED IMPROVEMENTS.....	32
Section 74.7.01: Applicability.....	32
Section 74.7.02: Determination of Adequacy of Public Facilities and Services.....	32
Section 74.7.03: Development Agreement.....	33
Section 74.7.04: Required Public and Private Improvements	35
ARTICLE 8: CONSTRUCTION.....	38
Section 74.8.01: Applicability.....	38
Section 74.8.02: Commencement.....	38
Section 74.8.03: Relationship to Building Permits	38
Section 74.8.04: Engineering Plans.....	38
Section 74.8.05: Inspection	39
Section 74.8.06: Submittal of Record Drawings	39
ARTICLE 9: PARKS AND RECREATION	40
Section 74.9.01: General Provisions	40
Section 74.9.02: Park and Recreational Site Dedication.....	40
Section 74.9.03: Improvement of Dedicated Park and Recreational Sites	41
Section 74.9.04: Fee in Lieu of Park Dedication and Recreation Fees.....	42
Section 74.9.05: Potential Credit for Private Open Space and Improvements.....	42
Section 74.9.06: Access to Waterways.....	43
ARTICLE 10: FEES.....	44
Section 74.10.01: Fees for Procedures Requested by the Village or Town of Weston.....	44
Section 74.10.02: Fees for Procedures Requested by Any Other Party.....	44
Section 74.10.03: Payment of Fees for Procedures Requested by Any Other Party	44

Section 74.10.04: Reimbursable Costs.....	44
ARTICLE 11: VIOLATIONS AND PENALTIES	45
Section 74.11.01: Violations.....	45
Section 74.11.02: Penalties	45
Section 74.11.03: Matters Concerning Violations.....	45
ARTICLE 12: EXCEPTIONS AND WAIVERS	47
Section 74.12.01: Generally.....	47
Section 74.12.02: Criteria and Conditions for Exception or Waiver.....	47
Section 74.12.02: Procedure for Exception or Waiver.....	47
ARTICLE 13: DEFINITIONS.....	48
Section 74.13.01: Introduction to Word Usage, Abbreviations and Definitions	48
Section 74.13.02: Word Usage.....	48
Section 74.13.04: Definitions.....	48

ARTICLE 1: INTRODUCTION

Section 74.1.01: Title

This Chapter shall be known, cited, and referred to as the VILLAGE OF WESTON SUBDIVISION ORDINANCE, except as referred to herein, where it shall be known as “this Chapter”.

Section 74.1.02: Authority

This Chapter is enacted pursuant to the authority granted by Wisconsin Statutes, including but not limited to Chapters 61, 62.23, 80.08, 236, and 703. Specific statutory references are provided within the body of this Chapter solely as a means of assisting the reader. Such references are not to be considered as all inclusive, may not always be up to date, and shall in no manner be construed so as to limit the application or interpretation of this Chapter.

Section 74.1.03: Purpose

The purposes of this Chapter are to:

- (1) Regulate and control the division of land within the Village and its extraterritorial area.
- (2) Protect and provide for the public health, safety, and general welfare of the community.
- (3) Guide the orderly and beneficial development of the community, in accordance with the Comprehensive Plan.
- (4) Provide for adequate light, air, and privacy and the undue pollution of land, air, and water.
- (5) Secure safety from fire, flood, and other danger.
- (6) Protect the character and the social and economic stability of the community.
- (7) Protect environmentally sensitive areas, farmland, open space, natural beauty, topography, and areas that are premature or unsuited for urban development or division.
- (8) Protect and conserve the value of land and the value of buildings and improvements upon the land, and to minimize the conflicts among land and buildings.
- (9) Provide adequate and efficient public facilities, such as roads, sidewalks, trails, water, sanitary sewerage, stormwater management, schools, and parks.
- (10) Ensure that public facilities and services are available concurrent with development, and will have a sufficient capacity to serve the proposed land division, subdivision, or condominium development, generally at the expense of the subdivider.
- (11) Provide for adequate circulation of motor vehicle, bicycle, and pedestrian traffic, having particular regard to avoiding congestion, ensuring safe and efficient movement, and providing for an interconnected transportation network within and between developments.
- (12) Establish design standards and review procedures for land divisions, subdivisions, and condominium developments to further the orderly layout and use of land, allow for community involvement, and ensure that land is divided in a technically correct manner.

- (13) Avoid problems associated with inappropriately divided lands, including premature subdivision, excess subdivision, partial or incomplete subdivision, and scattered and low-grade subdivision.

Section 74.1.04: Jurisdiction and Applicability

(1) Jurisdiction.

- (a) No person, firm, or corporation shall divide or develop any land located within the corporate limits of the Village of Weston or within its extraterritorial area which shall result in subdivision, land division, or condominium development, as these terms are defined in this Chapter, without first filing and receiving Village approval of a subdivision plat, certified survey map, or condominium plat respectively, and subsequently recording said plat or map with the county register of deeds, all as provided in this Chapter.
- (b) This Chapter shall not apply to condominium developments that existed as of <INSERT EFFECTIVE DATE>, except to the extent that such condominium developments are expandable pursuant to Wis. Stat. § 703.26, and except that the provisions in subsection (5) to all condominium developments regardless of when they were first established.

- (2) **Compliance.** No subdivision, land division, replat, or condominium development within the jurisdiction of this Chapter shall be entitled to be approved or recorded without compliance with all requirements of this Chapter that are in effect when a subdivider submits a preliminary plat, certified survey map, or condominium plat, and the following:

- (a) The provisions of Wis. Stats. Chapters 703, 80.08, and 236, including §236.45(2)(ac)
- (b) All other Village ordinances that are in effect when a subdivider submits a preliminary plat, certified survey map, or condominium plat, including but not limited to the zoning ordinance and any official map ordinance.
- (c) The Comprehensive Plan in place when a subdivider submits a preliminary plat, certified survey map, or condominium plat.
- (d) All other master plans, comprehensive plans, and components of such plans prepared by state, regional, county or municipal agencies, when such plans have been duly adopted by the Village Board when a subdivider submits a preliminary plat, certified survey map, or condominium plat.
- (e) The provisions of Wis. Admin. Code Chapter SPS 385 for subdivisions, land divisions, or replats not served by public sanitary sewer.
- (f) All other applicable state statutes, state administrative rules, and county ordinances.

- (3) **Exemptions.** Unless the subdivider elects to prepare a certified survey map, the provisions of this Chapter as it applies to divisions, combinations, or lot line adjustments of tracts of land resulting in fewer than 5 lots shall not apply to:

- (a) Transfers of interests in land by will or pursuant to court orders.
- (b) Leases for a term not to exceed 10 years, mortgages, or easements.
- (c) Combinations of two or more lots into fewer lots, or sale or exchange of parcels of land between owners of adjoining property, if a Plat of Survey showing the parcel to be transferred has been submitted to the Zoning Administrator, including a signature certificate and indicating the location for

monuments placed at all new lot corners, and the Zoning Administrator approves such Plat of Survey based on the following criteria:

1. Additional lots are not created.
2. Lots resulting are not reduced below the minimum dimensions and area required by these regulations, the zoning ordinance, and other applicable laws or ordinances.
3. Such lot combination or parcel exchange is not contrary to any prior Village approval over the land, either under this Chapter, Section 94.15.02 of the zoning ordinance, or otherwise.
4. The submitter of the Plat of Survey provides reasonable assurance that the Plat of Survey will be recorded with the county register of deeds, and provides the Zoning Administrator a recorded copy.

Use of a Plat of Survey or Certified Survey Map are the only acceptable means of describing combinations of two or more lots into fewer lots, or the sale or exchange of parcels of land between owners of adjoining property. Metes and bounds descriptions are not acceptable.

(4) Replats, Vacations, and Corrections of Previously Platted Land.

- (a) When it is proposed to replat a recorded subdivision, or part thereof, so as to change the boundaries of a recorded subdivision, or part thereof, the subdivider shall vacate and alter the recorded plat as specified in Wis. Stats. §§ 236.36 through 236.44. The subdivider shall also complete the platting process as specified in Articles 3 and 4 of this Chapter, and meet other applicable standards in this Chapter.
- (b) Vacations of an approved plat or certified survey map that do not also involve a replat shall be made in accordance with Wis. Stats. §§ 236.40 through 236.44.
- (c) Corrections to an approved plat or certified survey map shall be done in accordance with and subject to the limitations of Wis. Stat. § 236.295.

(5) Additional Requirements Applicable to Condominium Developments. All condominium developments shall include the following provisions within condominium documents, which such provisions shall include Village Board consent prior to modification or termination:

- (a) A mechanism for dispute resolution among unit members concerning the upkeep, repair, maintenance, and replacement of common elements and limited common elements.
- (b) Establishment of a mandatory escrow account with sufficient funding for the upkeep, repair, maintenance, and replacement of common elements and limited common elements.
- (c) A voluntary termination provision.
- (d) A Declaration of Easements, Restrictions, Covenants and Conditions for the operation and maintenance of the condominium development and its units, which shall be subject to Village Board approval and subsequently recorded by the condominium developer.

Section 74.1.05: Abrogation and Greater Restrictions

- (1) **Abrogation.** It is not intended that this Chapter abrogate or interfere with any constitutionally protected vested right or abrogate, repeal, annul, impair or interfere with any existing easements, covenants, deed

restrictions, agreements, rules, regulations or permits previously adopted or issued pursuant to law. However, where this Chapter imposes greater restrictions, the provisions of this Chapter shall govern.

- (2) **Interpretation.** In their interpretation and application, the provisions of this Chapter shall be held to be the minimum requirements for the promotion of the public health, safety, morals and welfare; shall be liberally construed in favor of the Village; and shall not be construed to be a limitation or repeal of any other power now possessed by the Village.
- (3) **Greater Restrictions.** Where property is affected by the regulations imposed by any provision of this Chapter and by other governmental regulations, the regulations which are more restrictive or which impose higher standards or requirements shall prevail. Where there are conflicts between or among regulations within this Chapter, the regulations which are more restrictive or which impose higher standards or requirements shall prevail.
- (4) **Additional Covenants or Restrictions.** In its actions authorized by this Chapter, the designated Village approval authority may require placement of covenants or deed restrictions that are deemed necessary and appropriate to protect the purpose and intent of the Comprehensive Plan and Village ordinances, in conjunction with any Plat or Certified Survey Map approval under this Chapter. The violation of any covenant or restriction required as a condition of plat or CSM approval shall be deemed a violation of this Chapter.
- (5) **Land Suitability Assessment.** No land shall be divided in a manner that would create any lot intended for development that is held unsuitable for development by the Village Plan Commission (or Extraterritorial Zoning Committee where applicable) for reason of flooding; inadequate current or proposed drainage; adverse soil or rock formations, composition or conditions; negative impact on wetlands, waterways, or other sensitive natural resources; unfavorable topography; or any other feature likely to be harmful to the health, safety, or welfare of the future residents of the proposed subdivision, land division, condominium development, or community. The Plan Commission or Committee, in applying the provisions of this subsection, shall as part of its minutes or a resolution, recite the particular facts upon which it bases its conclusion that the land is not suitable for residential use and afford the subdivider an opportunity to present evidence regarding such unsuitability if desired. Thereafter, the Commission or Committee may affirm, modify, or withdraw its determination of unsuitability.
- (6) **Savings Clause.** In the event of a conflict between the terms and provisions of this Chapter 74 and any provision of applicable Wisconsin Statutes, the Statutes shall control; except where the applicable Statute allows the Village to impose more stringent standards or requirements. In the latter event, this Chapter 74 shall apply.

Section 74.1.06: Effective Date

This Chapter became effective upon passage and publication according to law, following <INSERT EFFECTIVE DATE>. All plats and certified survey maps approved under the previous Chapter 74 shall be valid for periods defined in that previous chapter, associated development agreements, and Wis. Stat. Chapter 236.

ARTICLE 2: INITIAL SUBMITTAL DOCUMENTS

Section 74.2.01: Initial Submittal Documents

The subdivider shall prepare and submit to the Zoning Administrator the items in subsections (1) through (3), except where indicated. Such items shall be submitted to the Zoning Administrator before he or she will accept and process an application for approval of a subdivision plat, condominium plat, or certified survey map, except that for divisions that will require a certified survey map, the site assessment checklist and subdivider's statement may accompany the application for certified survey map approval.

- (1) **Site Assessment Checklist.** Per the provisions of Section 74.2.03, except where at least one of the following circumstances is present:
 - (a) The land area covered by said division is 5 acres or fewer.
 - (b) The division will result in 2 or fewer new lots.
 - (c) The division would not result in any land development in the foreseeable future.
 - (d) The division would divide land that has been subdivided in the last ten years where a still-applicable site assessment checklist or similar analysis is on file with the Village.
- (2) **Concept Plan.** Per the provisions of Section 74.2.04, except where at least one of the following circumstances is present:
 - (a) The division can be accomplished by certified survey map, except that the Zoning Administrator may require a concept plan if he or she believes that the certified survey map would have a significant impact on public improvements or the Comprehensive Plan.
 - (b) The division is exempted from the site assessment checklist requirement in subsection (1).
 - (c) The remainder of the area owned or controlled by the subdivider is included in a detailed neighborhood development plan adopted as a component of the Comprehensive Plan, and the subdivider demonstrates intent to develop according to that neighborhood development plan.
 - (d) A preliminary plat or a general development plan for an N Neighborhood development enabled under the zoning ordinance had been previously submitted for the same area, and the subdivider demonstrates intent to develop according to such plat or plan.
- (3) **Subdivider's Statement.** Per the provisions of Section 74.2.05, except for land divisions and subdivisions within the extraterritorial area.

Section 74.2.02: Review of Initial Submittal Documents

- (1) **Format for Submittal.** The prospective subdivider shall submit the required initial submittal documents for Zoning Administrator review in digital PDF format.
- (2) **Zoning Administrator Review.** Upon the submittal of the initial documents required under Section 74.2.01, the Zoning Administrator shall review the documents and may require a conference with the prospective subdivider. The purpose of such review and potential conference is to understand the proposed development; identify any concerns that the documents or division raises including the suitability of the land for division under Section 74.1.05(5); and assist the subdivider in understanding the objectives of this Chapter, the Comprehensive Plan, and any other pertinent ordinances and plans.

- (3) **Possible Plan Commission or Extraterritorial Zoning Committee Review.** In the event the Zoning Administrator believes that such review is required, he or she shall notify the subdivider and the subdivider shall submit copies of the documents in a quantity and format determined sufficient by the Zoning Administrator.

Section 74.2.03: Site Assessment Checklist

- (1) **Purpose.** The purpose of the site assessment checklist is to provide the basis for an orderly, systematic review of the effects of new subdivisions, larger land divisions, and condominium developments upon the community and environment, in accordance with the principles and procedures of Wis. Stat. § 236.45, and against the land suitability requirements in Section 74.1.05(5).
- (2) **Site Assessment Checklist Form and Scale Map.** The subdivider shall complete a site assessment checklist on a form provided by the Zoning Administrator. The checklist form shall include questions to the subdivider that are intended to discern information about the presence of, and impacts on, land, water, biological, historical and archaeological, energy, transportation, and communications resources on the property. Issues identified on the completed site assessment checklist shall be explained in detail by attaching maps and supportive documentation on the type, location, and extent of the identified feature and the expected impact of the proposed division on that feature and of that feature on the developability of the land. The subdivider shall submit a scale map of the area proposed for division along with the completed form.
- (3) **Determination of Need for Further Information.** Upon receipt of a completed site assessment checklist, the Zoning Administrator may, for reasons stated in written correspondence setting forth specific questions on which it requires research, data, and input from the subdivider and other persons, require that the subdivider submit further information to explain concerns raised from information included in or absent from the site assessment checklist. Failure to submit such additional information in a timeframe specified in the Zoning Administrator's request shall be grounds for denial of the associated plat or certified survey map.
- (4) **Use of Completed Site Assessment Checklist and Further Information.** The completed site assessment checklist and any attached or further information, along with the Zoning Administrator's assessment of those materials, will be considered in the determination of the suitability of the land for division under Section 74.1.05(5) and compliance with other Village ordinance standards. If determined unsuitable or non-compliant, the subdivider shall have the opportunity to remedy the reasons before a certified survey map, preliminary plat, or condominium plat is filed or rejected.

Section 74.2.04: Concept Plan

- (1) **Purpose.** Where required under Section 74.2.01(2), the purpose of the concept plan is to depict the general intent of the subdivider or condominium developer in terms of general layout of the subdivision or condominium development and its relationship to nearby properties, roads, utilities and other public facilities. In conjunction with the site assessment checklist, the concept plan provides an opportunity to review the general intent and impact of the proposed division or condominium development without the need for detailed engineering, surveying, and other time consuming and costly processes associated with preparation of a plat or certified survey map.
- (2) **Required Coverage and Contents.** The concept plan shall be a map that includes all contiguous land owned or controlled by the subdivider. A complete concept plan shall depict the general layout of the

proposed subdivision or condominium development, including existing and proposed building sites, roads, major public utilities, parks, open spaces, and general proposed land use patterns; and represent relationships to nearby properties and land uses. The concept plan may rely on and refer to a detailed neighborhood development plan prepared by or for the Village to provide direction on proposed layout. For a development within the N Neighborhood zoning district, the required general development plan may serve as the concept plan.

- (3) **Review of Concept Plan.** The Zoning Administrator shall review the concept plan against the requirements of the Comprehensive Plan and Village ordinances. The Zoning Administrator shall refer the concept plan to the Plan Commission or Extraterritorial Zoning Committee, and may refer the concept plan to the Parks & Recreation Committee and/or Village Board, for review within 30 days of a complete concept plan submittal.

Section 74.3.05: Subdivider's Statement

- (1) **Required Contents.** Where applicable under Section 72.2.01(3), the subdivider shall submit to the Zoning Administrator a signed statement listing all development projects for which the subdivider has sought or received Village approval during the previous 10 years. The statement shall indicate whether the subdivider has any outstanding obligations to perform on any such projects, via either contract or conditions of approval.
- (2) **Relationship to Proposal for New Division.** If the subdivider's statement is found to contain false or misleading information pertaining to past projects or contractual obligations, the Village will not accept an application for approval of a plat until the subdivider's statement is corrected, or consider an associated application for certified survey map approval complete. If the subdivider's statement or Zoning Administrator review thereof indicates outstanding obligations, the Village will not accept an application for approval of a plat, or consider an associated application for certified survey map approval complete, until the obligations have been fulfilled.

ARTICLE 3: PRELIMINARY PLATS FOR SUBDIVISIONS; CONDOMINIUM PLATS

Section 74.3.01: Applicability

The provisions of this Article apply to subdivisions as defined in Article 13 and to condominium developments. In the case of condominium developments, a condominium plat that conforms to Wis. Stat. § 703.11 shall substitute for a preliminary plat, the review procedure and submittal shall meet the requirements in this Article to the extent the Zoning Administrator determines practical, and the preliminary plat and final plat review stages shall be combined.

Section 74.3.02: Preliminary Plat Review Procedure

- (1) **Preliminary Plat Submittal to Village.** Following submittal and Village review of the initial submittal documents required under Article 2, the subdivider shall submit an application to the Zoning Administrator for preliminary plat approval. The submittal shall include hard copies in quantities specified on the application form and a digital PDF copy of the completed application, the CSM, and all supplemental materials under Section 74.3.04. A complete preliminary plat application shall be required at least 4 weeks prior to the date of the Plan Commission or Extraterritorial Zoning Committee meeting at which a recommendation is expected, except under circumstances deemed exceptional by the Zoning Administrator.
- (2) **Preliminary Plat Submittal to Other Agencies.** The subdivider shall be responsible for providing each preliminary plat to State, County, Town, and other agencies as may be required by Wis. Stat. Chapter 236 and other applicable law. Before submitting the final plat, the subdivider shall provide a copy of the preliminary plat and preliminary engineering plans to all local utility providers, including natural gas, telephone, cable television, other telecommunications, and electric utilities, so that they may identify appropriate locations for facilities and easements to be indicated on the final plat.
- (3) **Staff Review of Preliminary Plat.** The Zoning Administrator shall provide copies of the preliminary plat and supplemental materials to applicable staff within the Planning & Development; Public Works & Utilities; Parks, Forestry, and Recreation; and Fire Departments for their comments and recommendations. Any such comments and recommendations shall be provided in a timeframe to allow their consideration by the Plan Commission or Extraterritorial Zoning Committee. The Zoning Administrator or designee shall provide required review bodies with his or her opinion on whether the preliminary plat conforms to applicable Village ordinances and to statutes, and shall provide a recommendation for action on the plat.
- (4) **Parks & Recreation Committee Recommendation.** The Parks & Recreation Committee shall review the plat for conformance with applicable park and recreation plans and needs, and shall forward its recommendation on such matters to the subdivider, Plan Commission or Extraterritorial Zoning Committee, and Village Board.
- (5) **Village Plan Commission Recommendation.** Except as provided under subsection (6), the Plan Commission shall review the plat for conformance with applicable plans, ordinances, and statutes and shall forward its recommendation on the preliminary plat to the Village Board. The Commission's recommendation shall be to approve, approve with conditions, or reject the plat and shall include the reasons for rejection if that is the recommended action.

- (6) **Preliminary Plat Review in Extraterritorial Area.** The Extraterritorial Zoning Committee shall function in lieu of the Plan Commission under subsection (5) with respect to preliminary plats within the Town of Weston ETZ Area.
- (7) **Village Board Action.** The Village Board shall, within 90 days of the date of the filing of a complete preliminary plat application, approve, approve conditionally or reject the preliminary plat by resolution, unless the time is extended by mutual agreement with the subdivider. The resolution shall include the conditions of approval or reasons for rejection. The Village Clerk shall then return one copy of the adopted resolution and the plat to the subdivider with the date and action endorsed thereon, and place the plat and resolution in the permanent files of the Village. Failure of the Village Board to act within 90 days of a complete application shall constitute an approval, unless the time is extended by mutual agreement with the subdivider.
- (8) **Effect of Preliminary Plat Approval.** Approval or conditional approval of a preliminary plat shall not constitute automatic approval of the final plat, but instead shall be deemed an expression of approval or conditional approval of the layout submitted as a guide to the preparation of the final plat. Approval of a preliminary plat shall expire 36 months after the date of approval or conditional approval by the Village Board, unless within such period a complete application for final plat approval for the preliminary plat area is filed or the Village Board extends the timeframe for submittal of one or more final plats within the preliminary plat area. If the final plat is submitted within such timeframe and conforms substantially to the preliminary plat as approved, including any conditions of that approval, and to local plans and ordinances adopted as authorized by law, it is entitled to approval.

Section 74.3.03: Coverage of Preliminary Plat

The preliminary plat shall include the entire contiguous area owned or controlled by the subdivider, except where:

- (1) The remainder of the area owned or controlled by the subdivider is included in a detailed neighborhood development plan adopted as a component of the Comprehensive Plan or a general development plan in an N Neighborhood area, and the subdivider demonstrates an intent to develop according to that plan; or
- (2) The previously submitted concept plan included all contiguous lands owned or controlled by the subdivider, and was of sufficient detail for the Village to clearly discern the subdivider's intent and the relationship of the proposed subdivision to surrounding properties.

Section 74.3.04: Required Preliminary Plat Submittal Materials

- (1) **Generally.** A complete preliminary plat application shall include all the contents and materials described in this section. The Zoning Administrator may waive or modify one or more of the requirements in this section upon written request from the subdivider, and for condominium developments. The request shall state the reasons for the waiver or modification. The Zoning Administrator shall make a determination on the request against the exception and waiver criteria in Section 74.12.02.
- (2) **Technical Requirements for Preliminary Plat.** The preliminary plat itself shall include all required contents under Wis. Stat. Chapter 236, and the following information:
 - (a) **Description.**
 1. Name of the proposed subdivision or condominium development.

2. Name, address, telephone number, and email address of the owner, subdivider, engineer, land surveyor, and land planner.
3. Date, graphic scale (not more than 100 feet to one inch), and north arrow.
4. Location of the proposed subdivision or condominium development by government lot, quarter section, township, range, municipality, and county.
5. Proposed number of lots, number of dwelling units if different, and land use types.
6. A vicinity sketch or small scale drawing of the section and government subdivision in which the subdivision or condominium development lies, with its approximate location indicated.

(b) Existing Conditions.

1. Municipal and county boundaries.
2. Existing contours at verticals of not more than one foot, with two foot contours acceptable only if approved in advance by the Director of Public Works.
3. A scaled drawing of the exterior boundaries of the proposed subdivision or condominium development referenced to a corner established by the U.S. Public Land Survey, and the total acreage encompassed thereby.
4. Location of existing property lines, buildings, drives, paths, mature trees, streams and watercourses, drainageways, dry runs, lakes, ponds, wetlands, floodplains (by type), shoreland zoning areas and setbacks, rock outcrops, environmental corridors per the Comprehensive Plan, historical structures, and other similar significant features within the parcel being subdivided. The location and boundaries of all wetlands on the property shall be delineated by a licensed professional and certified by the Wisconsin Department of Natural Resources and/or the United States Army Corps of Engineers.
5. Location, right-of-way width and names of any easements or rights-of-way for existing streets, alleys or other public ways, railroads, and utilities within or adjacent to the proposed subdivision or condominium development.
6. Type, width, and established centerline elevations of any adjacent existing street pavements.
7. Locations and ordinary high water marks of adjoining or encompassed navigable waterway and drainageways.
8. Subsurface soil, rock and water conditions including depth to bedrock and average depth to ground water table, based on the Marathon County Soil Survey or more detailed sources where available. Where the Marathon County Soil Survey indicates potential for groundwater less than 5 feet from the existing ground surface, the subdivider or condominium developer shall so note on the face of the preliminary plat and indicate the lots affected.
9. Location, size and invert elevation of any existing sanitary and storm sewers, culverts or drain pipes and the location and size of any existing water and gas mains on or adjacent to the plat and proposed for use. If sewers and water mains are not present on or adjacent to the preliminary plat, the distance to, and the size of those nearest and the invert elevations of sewers shall be indicated.

10. Locations and names of adjacent subdivisions and condominium developments, parks, and cemeteries, and existing land use, zoning, and owner names/addresses of all adjacent properties.
11. Citation of any existing legal rights-of-way or easements affecting the property and existing covenants on the property, if any.

(c) **Proposed Improvements.**

1. Layout and scale dimensions of all lots and proposed lot and block numbers.
2. Location, approximate dimensions, and proposed future ownership of any sites to be reserved or dedicated for parks, drainageways, environmental corridors, or other public and/or permanent open space uses.
3. Location and approximate dimensions of any sites reserved for the private use of future residents.
4. Location and approximate dimensions of any sites that are to be used for group housing, shopping centers, church sites, or other non-public uses.
5. Proposed locations, dimensions, and names (as applicable) for streets, paths, utilities, drainageways, and associated easements, including extensions for reasonable distance beyond the limits of the proposed subdivision or condominium development when requested.
6. Any proposed building setback lines, buildable areas, or “build-to” lines under the zoning ordinance or otherwise, and in consideration of proposed zoning if different.
7. Vision clearance triangles per Section 71.6.01(2) of the Weston Municipal Code.
8. Highway access control limitations per Chapter 71 of the Weston Municipal Code.

(3) **Preliminary Engineering Plans.** The subdivider shall submit preliminary engineering plans with the preliminary plat application, including the following, except where the Director of Public Works determines that the associated public improvements are not required:

- (a) Preliminary street profiles showing existing and proposed centerline elevations. Profiles shall be shown for a minimum distance of 300 feet beyond the plat boundaries where future street extensions may be planned.
- (b) Preliminary utility layouts, including sanitary sewer, water main, and storm sewer, and indication of any expected need for improvements to existing facilities to provide for such utility needs.
- (c) Proposed locations and dimensions of sidewalks and paths.
- (d) Proposed street tree type and general locations.
- (e) Preliminary stormwater calculations, in order to demonstrate that adequately sized and positioned areas have been reserved for stormwater management on the preliminary plat, per Chapter 86, Article 5 of the Weston Municipal Code.
- (f) A preliminary engineering plan map at least covering the area of the preliminary plat and showing the features described in this subsection, along with property lines, contours, and applicable environmental features such as wetlands and floodplains.

- (g) Any other data deemed necessary by the Director of Public Works to determine the adequacy of public facilities and services required under Section 74.9.01.
- (4) **Preliminary Covenants.** The subdivider shall submit a draft of protective covenants to be recorded against the affected land with the preliminary plat application, including the following provisions:
- (a) Methods for the proper maintenance and management of any common open space, stormwater management facility, drainageway, private road, or other required improvement intended for private ownership, maintenance, and/or protection. A separate stormwater management maintenance agreement may substitute for including such provisions in the general protective covenants for the subdivision, if approved or required by the Director of Public Works.
 - (b) A method to effectively minimize monotony in the design of single-family and two-family residences, as required under Section 94.10.02(2) of the zoning ordinance.
 - (c) Methods to ensure the construction and maintenance of any noise mitigation measures if the subdivision is adjacent to an arterial street.
 - (d) In all cases where the Village requires that provisions of this Chapter or other Village ordinance shall be satisfied or guaranteed by private covenants or restrictions, provisions making such covenants enforceable by the Village and prohibiting the repeal or amendment of such covenants or restrictions without the written approval of the Village Board. In all other cases, it is not the Village's responsibility to enforce protective covenants.
 - (e) In any other case as determined necessary by the Village to satisfy the requirements of this Chapter.
- (5) **Other Required Information.** The subdivider shall submit the following additional information with the preliminary plat application:
- (a) The required preliminary plat application fee as indicated in the Village's Fee Schedule.
 - (b) A signed agreement to reimburse the Village for any required consultant expenses in the review of the plat, if included with the application form.
 - (c) Any amendments to the initial submittal documents required under Article 2 to reflect changes to the subdivision.
 - (d) Whenever a subdivider proposes that any common open space, stormwater management facility, drainageway, private road or other required development component is to be privately managed by a property owners' association, a draft of the legal instruments and rules for the proposed property owners' association.
 - (e) For residential subdivisions adjacent to an arterial street, a preliminary plan to mitigate noise from such street. Such plan may involve landscaping, berms, fencing, and/or extra lot depths adjacent to the arterial street, and/or configuration of the division in such a manner to minimize noise impacts on residences.
 - (f) In any case where the Director of Public Works determines that the proposed subdivision is likely to cause a significant impact on traffic on streets or highways beyond the proposed subdivision, the applicant shall pay the fees of a traffic engineer to be retained by the Village to complete and present a Traffic Impact Analysis following Wisconsin Department of Transportation guidelines. Where the

report of the analysis concludes that the proposed subdivision will cause off-site public roads, intersections, or interchanges to function below Level of Service C, as defined by the Institute of Transportation Engineers, the Village may deny the application, require a size reduction in the proposed subdivision, or require that the developer construct and/or pay for required off-site improvements.

- (g) Other information required by the Zoning Administrator, Plan Commission, or Extraterritorial Zoning Committee that is reasonably related to a determination of compliance with the provisions of this Chapter or other applicable ordinance.

ARTICLE 4: FINAL PLATS ASSOCIATED WITH SUBDIVISIONS

Section 74.4.01: Applicability

The provisions of this Article apply to subdivisions as defined in Article 13.

Section 74.4.02: Final Plat Review Procedure

- (1) **Final Plat Submittal to Village.** Following the submittal of the preliminary plat, the subdivider may submit to the Zoning Administrator an application for final plat approval. The submittal shall include hard copies in quantities specified on the application form and a digital PDF copy of the completed application, the final plat, and all supplemental materials under Section 74.4.04. A complete final plat application shall be required at least 14 days prior to the date of the Plan Commission or Extraterritorial Zoning Committee meeting at which a recommendation is expected. Upon the submittal of a final plat for lands within the Village or requiring Village infrastructure, the subdivider and Village shall begin negotiations on a development agreement specifying responsibilities of both parties, as described in greater detail in Section 74.7.03.
- (2) **Final Plat Submittal to Other Agencies.** The subdivider shall be responsible for providing each final plat to State, County, Town, and other agencies as may be required by Wis. Stat. Chapter 236 and other applicable law.
- (3) **Staff Review of Final Plat.** The Zoning Administrator shall provide copies of the final plat and supplemental materials to applicable staff within the Planning & Development; Public Works & Utilities; Parks, Forestry, and Recreation; and Fire Departments for comment and recommendation. Such recommendations shall be provided in a timeframe to allow consideration by the Plan Commission or Joint Extraterritorial Committee. The Zoning Administrator or designee shall provide required review bodies with his or her opinion whether the final plat conforms to the preliminary plat, applicable Village ordinances, and to Statutes, and shall provide a recommendation for action on the plat. The opinion and recommendation shall be part of the record of the final plat review proceedings.
- (3) **Village Plan Commission Recommendation.** Except as provided under subsection (4), the Plan Commission shall review the final plat for conformance with the approved preliminary plat, conditions of its approval, and all applicable ordinances and statutes, and shall forward its recommendation to the Village Board. The Commission's recommendation shall be to approve, approve with conditions, or reject the plat and shall include the reasons for rejection or conditions associated with any recommendation for approval.

- (4) **Final Plat Review Within Extraterritorial Area.** The Extraterritorial Zoning Committee shall function in lieu of the Plan Commission under subsection (3) with respect to final plats within parts of the Town of Weston ETZ Area.
- (5) **Village Board Action.** The Village Board shall, within 60 days of a complete final plat submittal, approve, conditionally approve, or reject such plat, unless the time is extended by mutual agreement with the subdivider. Village Board approval of the final plat shall be conditioned upon the execution of the development agreement under Section 74.7.03, if the plat is in the Village or is to be served by Village infrastructure. If the plat is rejected, the reasons shall be stated in the minutes of the meeting and a written statement of the reasons forwarded to the subdivider. Upon failure of the Village Board to act within 60 days, the time having not been extended and no unsatisfied objections having been filed, the plat shall be deemed approved.
- (6) **Recordation of Final Plat.** The plat shall be submitted for recording with the county Register of Deeds within 12 months from the date of the last approval and within 36 months from the date of the first approval, or the Village approval shall be deemed void. No plat shall be submitted for recording until the Village Clerk has inscribed his or her certification of Village approval on the plat. The Village Clerk shall cause the certificate inscribed upon the plat attesting to such approval to be duly executed and the plat returned to the subdivider for recording, upon verification of the following:
 - (a) Final plat approval by the Village Board.
 - (b) Satisfaction of all conditions imposed by that approval to the extent possible.
 - (c) Director of Public Works approval of final engineering plans.
 - (d) A development agreement under Section 74.7.03 has been signed by the subdivider and Village, if the plat area is within the Village or served by Village infrastructure.
 - (e) Payment of all required fees under this Chapter and other chapters of the Weston Municipal Code.
- (7) **Recordation of Other Documents.** All required deed restrictions, protective covenants, property owners' association organizational documents, and development agreement shall be recorded prior to, or concurrently with, the final plat.
- (8) **Copies of Recorded Plat and Other Documents.** Within one month of the final plat being recorded by the county Register of Deeds, the subdivider shall provide a hard copy of the plat and a digital version of the plat referenced to the Marathon County Coordinate System in an AutoCAD compatible format, to the Zoning Administrator and Director of Public Works. The subdivider shall also provide verification of recordation of the plat and the other documents required under subsection (7) before the Village will issue building permits or zoning permits within the plat area.

Section 74.4.03: Coverage of Final Plat

The final plat shall include the entire area owned or controlled by the subdivider, within the phase of development for which final approval is sought.

Section 74.4.04: Required Final Plat Submittal Materials

- (1) **Generally.** A complete final plat application shall include all the contents and materials described in this section. The Zoning Administrator may waive or modify one or more of the requirements in this section

upon written request from the subdivider. The request shall state the reasons for the waiver or modification. The Zoning Administrator shall make a determination on the request against the exception and waiver criteria in Section 74.12.02.

- (2) **Technical Requirements for Final Plat.** The final plat itself shall include all required contents under Wis. Stat. Chapter 236, and the following information:
- (a) All the certificates required by Wis. Stat. § 236.21; and certification that the plat fully complies with all of the provisions of this Chapter.
 - (b) Location of existing property lines, buildings, drives, paths, streams and watercourses, dry runs, lakes, ponds, wetlands, floodplains (by type), shoreland zoning areas and setbacks, rock outcrops, environmental corridors per the Comprehensive Plan, and other similar significant features within the parcel being subdivided.
 - (c) Location, approximate dimensions, and proposed ownership of any sites to be reserved or dedicated for parks, playgrounds, drainageways, environmental corridors, or other public and/or permanent open space uses.
 - (d) Any unique building setback lines, buildable areas, “build-to” lines, or similar areas, not including those generally applicable in the associated zoning district.
 - (e) Vision clearance triangles per Section 71.6.01(2) of the Weston Municipal Code.
 - (f) Highway access control limitations per Chapter 71 of the Weston Municipal Code.
 - (g) All required access, drainage/stormwater, utility, and other easements. All utility and drainage/stormwater easements for plats within the Village shall be indicated as being provided to the Village of Weston and its assigns, except where otherwise approved by the Director of Public Works.
 - (h) If the final plat or condominium plat contains private road(s), the following note: “Notice of Possible Limitation of Public Services: This plat contains private roads. Certain public services including but not limited to road maintenance (including plowing) and garbage collection may be limited.”
- (3) **Other Required Information.** The subdivider shall submit the following additional information with the final plat application:
- (a) The required final plat application fee as indicated in the Village’s Fee Schedule.
 - (b) A signed agreement to reimburse the Village for any required consultant expenses in the review of the plat, if included with the application form.
 - (c) Any amendments to the initial submittal documents required under Article 2 or any amendments to the approved preliminary plat layout to reflect changes to the subdivision.
 - (d) Confirmation that the subdivider submitted the preliminary plat to utility providers as required under Section 74.3.02(2), their comments, and the subdivider’s efforts to address their comments.
 - (e) Final engineering plans meeting the requirements of Section 74.8.04, and including the public improvements required under Section 74.7.04.
 - (f) Revised covenants addressing matters covered in Section 74.3.04(4).

- (g) Whenever a subdivider proposes that any common open space, stormwater management facility, drainageway, private road or other required development component is to be privately managed by a property owners' association, revised legal instruments and rules for the property owners' association.
- (h) Where required, a park master plan for improvements within proposed public park, recreation, and open space within the subdivision, per Section 74.9.03.
- (i) For residential land divisions adjacent to an arterial street, detailed plans to mitigate noise from such street. Such detailed plans should include locations and specifications for landscaping (including street trees), berms, fencing, and/or extra lot depths adjacent to the arterial street, and/or configuration of the division in such a manner to minimize noise impacts on residences.
- (j) Other information required by the Zoning Administrator, Plan Commission, or Extraterritorial Zoning Committee that is reasonably related to a determination of compliance with the provisions of this Chapter or other applicable ordinance.

ARTICLE 5: CERTIFIED SURVEY MAPS ASSOCIATED WITH LAND DIVISIONS

Section 74.5.01: Applicability

The provisions of this Article apply to land divisions as defined in Article 13.

Section 74.5.02: Certified Survey Map (CSM) Review Procedure

- (1) **CSM Submittal to Village.** A subdivider of a proposed land division shall submit with the Zoning Administrator an application for CSM approval. The submittal shall include hard copies in quantities specified on the application form and a digital PDF copy of the completed application, the CSM, and all supplemental materials under Section 74.5.04. A complete CSM application shall be required at least 14 days prior to the date of the Plan Commission or Extraterritorial Zoning Committee meeting at which a recommendation is expected, if required under this Section. Upon the submittal of a CSM served by new or extended Village infrastructure, the Village may require that the subdivider and Village begin negotiations on a development agreement specifying responsibilities of both parties, as described in Section 74.9.03.
- (2) **CSM Submittal to Other Agencies.** The subdivider shall be responsible for providing each CSM to State, County, Town, and other agencies as may be required by Chapter 236, Wis. Stats., and by other applicable law.
- (3) **Staff Review of CSM.**
 - (a) The Zoning Administrator may within 20 days from the date of a complete CSM submittal associated with a Minor Land Division, as defined in Article 13, approve, conditionally approve or reject said map. The Zoning Administrator shall use the requirements included and referenced in this Chapter as the sole basis for such action. The action of the Zoning Administrator is final, and the procedures in subsection (4) or (5) shall not apply to such CSM, except in the following circumstances:
 1. The Zoning Administrator, rather than taking action, within 20 days of a complete submittal, instead refers the CSM to the Plan Commission, or Extraterritorial Zoning Committee; or
 2. The subdivider, within 5 days of Zoning Administrator action, appeals such action to the Plan Commission or Extraterritorial Zoning Committee, as applicable.
 - (b) For land divisions not defined as Minor Land Divisions in Article 13, the Zoning Administrator shall provide copies of the CSM and supplemental materials to applicable staff within the Planning & Development; Public Works & Utilities; Parks, Forestry, and Recreation; and Fire Departments for comment and recommendation. Any such comments and recommendations shall be provided in a timeframe to allow consideration by the Plan Commission or Joint Extraterritorial Committee. The Zoning Administrator or designee shall provide required review bodies with his or her opinion on whether the CSM conforms to applicable Village ordinances and statutes, and shall provide a recommendation for action of the CSM. The opinion and recommendation shall be part of the record of the proceedings at which the CSM is being considered.
- (4) **Village Plan Commission Action.** Except as provided under subsections (3)(a) or (5), the Plan Commission shall review the CSM for conformance with this Chapter and all other applicable ordinances and statutes, and shall, within 45 days from the date of a complete application submittal, recommend Village Board approval, conditional approval, or rejection of the CSM. The Commission shall transmit

such map along with its recommendations to the Village Board, including reasons for a recommended rejection or any conditions on a recommended approval.

- (5) **CSM Review Within Extraterritorial Area.** The Extraterritorial Zoning Committee shall function in lieu of the Plan Commission under subsection (4) with respect to CSMs within the Town of Weston ETZ Area.
- (6) **Village Board Action.** For CSMs governed by subsections (4)(b) or (5), the Village Board shall within 60 days from the date of a complete submittal, approve, conditionally approve, or reject the CSM. Village Board approval of the CSM may be conditioned upon the execution of the development agreement under Section 74.7.03.
- (7) **Review Periods and Notice of Action.** The time periods within which action on a CSM is required under subsections (3) through (6) shall not commence until the Village has received a complete application. Such time periods may be extended by written agreement of the subdivider. If the approval authority designated under subsections (3) through (6) fails to act on such CSM within the indicated time period, the period of time has not been extended by agreement, and no unsatisfied objections have been filed within that period, the CSM shall be deemed approved. If the map is rejected or conditionally approved, the reasons for rejection or conditions of approval shall be stated in the minutes of the meeting, and a written statement shall be forwarded to the subdivider.
- (8) **Recordation of CSM.** The CSM shall be submitted for recording with the county Register of Deeds within 6 months from the date of the last approval and within 12 months from the date of the first approval, or the Village approval shall be deemed void. No CSM shall be submitted for recording until the Village Clerk has inscribed his or her certification of Village approval on the CSM. The Village Clerk shall cause the certificate inscribed upon the CSM attesting to such approval to be duly executed and the plat returned to the subdivider for recording, upon verification of the following:
 - (a) CSM approval under this Section.
 - (b) Satisfaction of all conditions imposed by that approval to the extent possible.
 - (c) Director of Public Works approval of final engineering plans, if any.
 - (d) A development agreement under Section 74.7.03 has been signed by the subdivider and Village, if such an agreement was required.
 - (e) Payment of all required fees under this Chapter and other chapters of the Weston Municipal Code.
- (9) **Recordation of Other Documents.** All required deed restrictions, protective covenants, property owners' association organizational documents, any easements, and development agreement shall be recorded prior to, or concurrently with, the CSM.
- (10) **Copies of Recorded CSM and Other Documents.** Within one month of the CSM being recorded by the County Register of Deeds, the subdivider shall provide 2 hard copies of the CSM and a digital version of the plat referenced to the Marathon County Coordinate System in an AutoCAD compatible format, to the Zoning Administrator and Director of Public Works. The subdivider shall also provide verification of recordation of the CSM and the other documents required under subsection (9) before the Village will issue building permits or zoning permits within the CSM area.

Section 74.5.03: Coverage of CSM

The CSM shall include all lots proposed for division by the subdivider, including all remainder parcels that are less than 35 acres in area.

Section 74.5.04: Required CSM Submittal Materials

- (1) **Generally.** A complete CSM application shall include all the contents and materials described in this section. The Zoning Administrator may waive or modify one or more of the requirements in this section upon written request from the subdivider. The request shall state the reasons for the waiver or modification. The Zoning Administrator shall make a determination on the request against the exception and waiver criteria in Section 74.12.02.
- (2) **Technical Requirements for CSM.** The CSM shall include all required contents under Wis. Stat. Chapter 236 and the following information:
 - (a) All the certificates required by Wis. Stat. § 236.21; and certification that the CSM fully complies with all of the provisions of this Chapter.
 - (b) Location of existing property lines, buildings, drives, paths, streams and watercourses, dry runs, lakes, ponds, wetlands, floodplains (by type), shoreland zoning areas and setbacks, rock outcrops, environmental corridors per the Comprehensive Plan, and other similar significant features within the parcel being subdivided.
 - (c) Location, approximate dimensions, and proposed ownership of any sites to be reserved or dedicated for parks, playgrounds, drainageways, environmental corridors, or other public and/or permanent open space uses.
 - (d) Location of all required access, stormwater, utility, and other easements, which shall be described in separate recorded document(s) referenced on the face of the CSM. All utility and stormwater/drainage easements within the Village shall be indicated as being provided to the Village of Weston and its assigns, except where otherwise approved by the Director of Public Works.
 - (e) Any unique building setback lines, buildable areas, “build-to” lines, or similar areas, not including those required by zoning.
 - (f) Vision clearance triangles per Section 71.6.01(2) of the Weston Municipal Code.
 - (g) Highway access limitations per Chapter 71 of the Weston Municipal Code
 - (h) If the CSM contains private road(s), the following note: “Notice of Possible Limitation of Public Services: This CSM contains private roads. As a result, certain public services including but not limited to road maintenance, snow plowing, and garbage collection may be limited.”
- (3) **Other Required Information.** The subdivider shall submit the following additional information with the CSM application:
 - (a) The required CSM application fee as indicated in the Village’s Fee Schedule.
 - (b) A signed agreement to reimburse the Village for any consultant expenses in the review of the CSM, if included as part of the application form.
 - (c) Any amendments to the initial submittal documents required under Article 2.

- (d) Preliminary engineering plans meeting the requirements of Section 74.3.04(3), if the CSM requires new or extended Village infrastructure or stormwater management improvements required under Chapter 86, Article 5 of the Weston Municipal Code.
- (e) Covenants addressing matters covered in Section 74.3.04(4), if applicable.
- (f) Whenever a subdivider proposes that any common open space, stormwater management facility, drainageway, private road or other required development component is to be privately managed by a property owners' association, legal instruments and rules for the proposed property owners' association.
- (g) Where required under Section 74.2.01(1), a completed site assessment checklist on a form provided by the Village, meeting the requirements of Section 74.2.03.
- (h) If within the Village, a subdivider's statement per Section 74.2.05.
- (i) For residential land divisions adjacent to an arterial street, a plan to mitigate noise from such street. Such plan may involve landscaping, berms, fencing, and/or extra lot depths adjacent to the arterial street, and/or configuration of the division in such a manner to minimize noise impacts on residences.
- (j) Other information required by the Zoning Administrator, Plan Commission, or Extraterritorial Zoning Committee that is reasonably related to a determination of compliance with the provisions of this Chapter or other applicable ordinance.

ARTICLE 6: DESIGN STANDARDS

Section 74.6.01: Applicability

The provisions of this Article apply to all subdivisions and land divisions as defined in Article 13, except where limited by law within the extraterritorial area and elsewhere by this Chapter, other Village ordinances, and applicable statute and case law. Where the application of this Article is limited by law in the extraterritorial area, streets shall meet or exceed town road improvement standards in Wis. Stat. § 86.26, Wisconsin Statutes or applicable town or county standards.

Section 74.6.02: Street Function, Arrangement, and Classification

- (1) **Complete Streets. Any roadway in the Village of Weston which is to be newly constructed or completely reconstructed must be designed and constructed to:**
 - (a) Provide for the safety and convenience of all users of all ages and of all abilities: pedestrians, bicyclists, transit users, and motorists; and
 - (b) Address the needs of all users both along roadway corridors and crossing the corridors.
- (2) **Conformance with Village Plans and Ordinances.** In any new subdivision, land division, or condominium development, the layout of public streets, bikeways, and pedestrian paths shall substantially conform to the arrangement and location indicated on the official map and Comprehensive Plan, including any neighborhood development plan components, as well as the standards established in Chapter 94 (Zoning), Chapter 71 (Street Access Controls), and Chapter 70 (Streets, Sidewalks, and Other Public Places) of the Weston Municipal Code.
- (3) **General Arrangement Criteria.** The street layout shall recognize the functional classification of the various types of streets and shall be developed and located in proper relation to existing and proposed streets, the topography, such natural features as streams, the future land to be served by such streets, the most advantageous development of adjoining areas, and an overall objective of an interconnected public street network in the community. The functional classification of existing streets is in Volume 1 of the Comprehensive Plan.
- (4) **Determination of Street Functional Classification.** The functional classification of various types of streets within and adjacent to each subdivision, land division, or condominium development shall be determined by the Director of Public Works based on the following criteria:
 - (a) Arterial streets shall be arranged to provide for through traffic and ready access to centers of employment, centers of governmental activity, shopping areas, major recreation areas, and points beyond the boundaries of the community. They shall also be properly integrated with and related to the existing and proposed system of arterial streets and highways, and shall be, insofar as practicable, continuous and in alignment with existing or planned streets with which they are to connect.
 - (b) Collector streets shall be arranged to provide ready collection of traffic from residential areas and conveyance of this traffic to arterial streets and highways. Collector streets shall also connect to special traffic generators such as schools, churches, and shopping centers and other concentrations of population.
 - (c) Local streets shall be arranged to conform to the topography, discourage use by through traffic, permit the design of efficient storm and sanitary sewerage systems, and require the minimum street

area necessary to provide safe and convenient access to abutting property. Not every street within a subdivision, land division, or condominium development is necessarily a local street.

- (d) Alleys may be provided for off-street loading and service access. Dead-end alleys without a proper turn-around shall not be approved, and alleys shall not connect to an arterial street. Alleys may be provided in the N Neighborhood zoning district to service garages and for refuse collection. All alleys must be paved with asphalt or other hard surfacing.

Section 74.6.03: Street Extensions

Proposed street rights-of-way shall extend to the boundary lines of the tract being subdivided or developed unless prevented by topography or other physical conditions or unless, in the opinion of the appropriate Village approval authority, such extension is not necessary or desirable for the coordination of the layout of the subdivision, land division, or condominium development or for the advantageous development of the adjacent tracts.

Section 74.6.04: Street Names

- (1) **Procedure.** The subdivider shall propose names of all new and extended public streets on the face of the plat or certified survey map, with all street names subject to Village Board approval as part of the approval of a final plat or certified survey map. No street names shall be used that have not been approved by the Village Board.
- (2) **Standards.** Street names shall not duplicate or be substantially similar to existing street names in Marathon County. Streets that are or are planned to be continuations of others already in existence and named shall bear the name of the existing street, except where otherwise approved by the Village Board. Any notable geologic, geographic, cultural, biographical, historical, botanical, horticultural, scientific, or other factors or events associated with the area served by the street shall be considered in street naming.

Section 74.6.05: Design Standards Adjacent to Arterial Streets, Collector Streets, Railroads

- (1) **Access Control.** Subdivisions, land divisions, and condominium developments shall be designed in such a manner that meets access and visibility standards in Chapter 71 of the Weston Municipal Code, or any similar town ordinance if located in the extraterritorial area.
- (2) **Streets Parallel to Arterial Streets.** The subdivider may be required to provide marginal access or service streets including those that are approximately parallel to, and at a suitable distance from, arterial streets and railroads. Marginal access streets and service drives may be required to facilitate the free flow of traffic along arterial streets and highways, and to encourage the appropriate use of the land between same. Local streets running generally parallel and immediately adjacent to arterial streets and railroads shall be avoided in residential zoning districts.
- (3) **Landscaped Buffer Yards.** Where proposed residential lots back upon the right-of-way of an existing or proposed arterial street, limited access highway, or railroad right-of-way, a landscaped buffer yard of at least 25 feet in depth in addition to the normal depth of the lot required in the zoning district shall be provided adjacent to the arterial street, other limited access highway, or railroad right-of-way. Such landscape bufferyard shall remain in private ownership unless otherwise approved by the Village Board. The treatment within this landscaped buffer yard shall meet associated requirements in Section 94.11.04(3)(d) of the zoning ordinance, be unified along the entire frontage, consider noise mitigation, and be in accordance with a landscape plan prepared by the subdivider and approved by the Village. This

yard shall be a permanently reserved part of the platted lots and shall be designated with a note on the ___ plat or CSM as follows: “NOTE: The landscaped buffer yard is reserved for the planting of trees, shrubs, and other vegetation, with the associated property owner responsible for their ongoing maintenance and replacement. The placement of structures within this yard is prohibited, except if approved by the Village Board.”

Section 74.6.06: Street Dimensional Standards

- (1) **Base Dimensional Standards.** The minimum right-of-way width, roadway width, sidewalk requirements, and parking requirements for proposed public streets are as specified in Figure 6.06(1).
- (2) **Additional and Alternative Standards.**
 - (a) If the Village’s official map or Comprehensive Plan provides for alternative requirements, such as different right-of-way width or an on-street bicycle lane, the Director of Public Works may substitute the alternative requirements for those listed in Figure 6.06(1).
 - (b) Extension of existing streets that exceed the standards in Figure 6.06(1) shall be developed to conform to the existing street dimension or taper to the dimensions noted in that figure, as determined by the Director of Public Works.
 - (c) Cross-sections for freeways, expressways, parkways, and boulevard streets shall be based upon detailed engineering studies submitted with the subdivision plat.
 - (d) The Village may require on-street bike lanes on arterial streets and on collector streets with current or expected heavy traffic volumes. Where on-street bike lanes are required, the width of each bike lane shall not be less than 4 feet, not including the gutter section. Such width shall be in addition to the width required by Figure 6.06(1). Placement of bike lanes shall be in accordance with the AASHTO Guide for the Development of Bicycle Facilities.
 - (e) Cul-de-sac streets designated to have one end permanently closed shall not be permitted within the Village. Within the extraterritorial area and where streets are temporarily ended at the edges of a plat, cul-de-sac streets shall not exceed 1,000 feet in length measured from the centerline of the intersecting street up to, but not including, the cul-de-sac bulb. Such cul-de-sac bulb shall be of a design approved by the Director of Public Works.
 - (f) Roundabout intersections shall be designed in accordance with WisDOT’s Facilities Development Manual (FDM) or the FHWA Guide (NCHRP Report 672), as determined by the Director of Public Works.

Figure 6.06(1): Minimum Public Street Design Requirements ¹

Type of Street ¹	Right-of-way width (feet)	Street Width (feet) ²	Sidewalks Required ³	On-Street Parking? ²
Arterial	100 ⁴	46-52 ⁵	Yes, both sides	No
Collector	80 ⁴	33-41 ⁵	Yes, both sides	Determined on a case-by-case basis
Local	60-66 ^{4,5}	24-33 ⁵	Yes, both sides	Yes, on at least one side ⁶
Alley	17	16	No	No

NOTES:

¹ See Article 14 in Chapter 94 for alternative requirements within the N Neighborhood zoning district.

² Street width includes pavement width, plus the width of the gutter section of the curb where curbing is present or proposed. The Village may require extra street width and/or off-street parking where adjacent land uses are expected to generate significant on-street parking demand, such as schools, parks, and other public and institutional uses.

³ All sidewalks shall be concrete and five feet in width. The Village may substitute a single 10-foot wide asphalt multiuse path for a sidewalk on both sides of the street where consistent with Village plans, safe pedestrian access, and best practices for multiuse path placement.

⁴ Or as indicated on the Village's Official Map.

⁵ Upon recommendation of the Director of Public Works, the Plan Commission shall establish the exact right-of-way or pavement width on each street within the ranges specified in this figure.

⁶ One-sided parking shall be located on the north and east sides of streets unless otherwise determined by the Director of Public Works.

Section 74.6.07: Street Grades

Street grades shall be established to avoid excessive grading, the indiscriminate removal of ground cover and trees, and general leveling of the topography. All changes in street grades shall be connected by vertical curves of minimum length meeting AASHTO standards for vertical curve design. The minimum centerline grade of all new streets shall in no case be less than 0.5%. Unless necessitated by exceptional topography subject to the approval of the Director of Public Works, the maximum centerline grade of any street or public way shall not exceed the following:

- (1) Arterial Streets. 6%.
- (2) Collector Streets. 8%.
- (3) Local Streets and Alleys. 10%.
- (4) Pedestrian Ways. 5%. If higher than 5% then landings need to be provided every 2.5 feet of vertical change.
- (5) Multiuse Paths. 5%, steeper grades may be allowed if 5% cannot be met (i.e. in cases of topography.)

Section 74.6.08: Street Radii of Curvature

When a continuous street centerline deflects at any one point by more than 10 degrees, a circular curve shall be introduced having a radius of curvature on said centerline of not less than 500 feet for arterial streets, 300

feet for collector streets, and 150 feet for local streets. A tangent of at least 100 feet in length shall be provided between reverse curves on arterial and collector streets.

Section 74.6.09: Half-Streets and Reserve Strips

- (1) Where an existing half street is adjacent to a new subdivision, the other half of the street shall be dedicated by the subdivider. No plat shall otherwise contain half streets.
- (2) Reserve strips of privately held lands shall not be permitted on any land division or subdivision as a means of the land owner to control access onto a public street.

Section 74.6.10: Street Intersections

- (1) Streets shall intersect each other at as nearly right angles as topography and other limiting factors of good design permit, but in no case at an angle of less than 70 degrees.
- (2) There shall be not less than 2 streets converging at one intersection, unless a safe intersection design is approved by the Director of Public Works.
- (3) The distance between intersections for arterial, collector, and local streets shall be in accordance with Section 71.4.01 of the Weston Municipal Code.
- (4) Property lines at street intersections shall be rounded with a minimum radius of 25 feet.
- (5) Proposed new intersections along one side of an existing street shall, wherever practicable, coincide with any existing intersections on the opposite side of such streets. Street jogs with centerline offsets of greater than 125 feet are required where neither street is an arterial or collector street, and 300 feet in other instances.
- (6) Where the grade of any street at the approach of an intersection exceeds seven percent, a leveling area shall be provided having not greater than four percent grade, a distance of 50 feet measured from the nearest right-of-way line of the intersecting street.
- (7) Where any street intersection will involve earth banks or existing vegetation inside any lot corner that would create a traffic hazard by limiting visibility, the developer shall cut such ground and/or vegetation (including trees) in connection with the grading of the public right-of-way to the extent deemed necessary to provide adequate sight distance.

Section 74.6.11: Sidewalks, Walkways, and Multiuse Paths

- (1) **Sidewalks and Walkways.** All sidewalks and mid-block walkways shall be at least 5 feet in width, constructed of concrete, located per Figure 6.06(1), and designed in accordance with design requirements available from the Director of Public Works. All sidewalks shall be separated from the curb or paved street surface by a minimum 6 foot wide grassed terrace. Sidewalks shall be located 6 inches to the inside the right-of-way line, unless an alternative location is approved by the Director of Public Works.
- (2) **Multiuse Paths.** Multiuse paths shall be provided by the subdivider where recommended by the Comprehensive Plan. The substitution of a multiuse path for one or both sidewalks, where required in Figure 6.06(1), may be approved at the discretion of the Director of Public Works where it can be demonstrated that such provision will better meet the needs of residents and is consistent with the Village's Comprehensive Plan and best practices. All multiuse paths shall be designed in accordance with

the AASHTO Guide for the Development of Bicycle Facilities, except where modified by the Director of Public Works.

- (3) **Minimum Widths.** The minimum width of a right-of-way or easement for a multiuse path shall be 15 feet, with a minimum pavement width of 10 feet. The minimum width of a right-of-way or easement for a pedestrian-only walkway shall be 10 feet, with a minimum surface width of 5 feet.

Section 74.6.12: Blocks

The widths, lengths, and shapes of blocks shall be suited to the planned use of the land, zoning requirements, need for convenient access, control and safety of street traffic, and the limitations and opportunities of topography, and shall meet the following additional standards:

- (1) **Minimum and Maximum Block Length.** In residentially zoned areas, blocks shall not be less than 400 feet nor more than 1,800 feet in length, unless otherwise dictated by exceptional topography or other limiting factors of good design.
- (2) **Minimum Block Width.** Blocks shall have sufficient width to provide for two tiers of lots of appropriate depths. Exceptions to this prescribed block width shall be permitted in blocks adjacent to major streets, railroads or waterways.
- (3) **Pedestrian Crosswalks.** Pedestrian crosswalks, not less than 10 feet wide, may be required through the center of blocks more than 900 feet long to provide circulation or access to schools, playgrounds, shopping centers, transportation or other community facilities.
- (4) **Nonresidential Blocks.** Blocks designed for business, commercial or industrial uses shall be of such length and width as may be determined suitable by the Village for the prospective use.

Section 74.6.13: Lots

- (1) **Generally.** The size, shape, and orientation of lots or condominium building sites shall be appropriate for the location of the land division, subdivision, or condominium development and for the type and intensity of development and use contemplated in the Comprehensive Plan and zoning ordinance. The lots shall be designed to provide an aesthetically pleasing building site and a proper architectural setting for the buildings contemplated.
- (2) **Regular Lots.** Side lot lines shall be at or near right angles to straight street lines or radial to curved street lines on which the lots face. Lot lines shall follow municipal boundary lines and zoning district boundaries rather than cross them.
- (3) **Double Frontage Lots.** Double frontage and reverse frontage lots shall be prohibited, except where necessary to provide separation of residential development from through traffic or to overcome specific disadvantages of topography and orientation.
- (4) **Frontage on Public Street.** Every lot of record shall front or abut for a distance of at least 40 feet to a public street to which it may legally take access.
- (5) **Conformance with Zoning Dimensional Requirements.** Area and width of lots shall conform to zoning ordinance requirements set forth in Article 5 of Chapter 94, where applicable. Whenever a tract is subdivided into large parcels, such parcels shall be arranged and dimensioned as to allow further division of any such parcels into smaller lots.

- (6) **Lot Depth.** Lots shall have a minimum average depth of 100 feet. Excessive depth in relation to width shall be avoided and a proportion of 2 to 1 shall be considered a desirable ratio under normal conditions. Depth of lots reserved or laid out for commercial or industrial use shall be adequate to provide for off-street service and parking required by the use contemplated and zoning.
- (7) **Waterfront Lots.** Lands lying between the meander line and the water's edge and any otherwise unplattable lands which lie between a proposed land division, subdivision, or condominium development and the water's edge shall be included as part of lots, outlots or public dedications in any plat abutting a lake, river, or stream.
- (8) **Flag Lots.** Flag lots, as defined in Article 13, shall be prohibited within the Village limits, except where pre-existing lot or development patterns necessitates use of a flag lot.

Section 74.6.14: Easements.

- (1) **Generally.** The subdivider shall indicate, on the face of each final plat and certified survey map, all existing, proposed, and required utility, drainage, access, and other easements.
- (2) **Easements on Subdivision Plats.** Indicating and describing an easement by subdivision plat is generally sufficient to fully convey the easement. The beneficiary and purpose (for example, water main, sewer main, both water and sewer) of the easement shall be explicitly stated on the face of plat. Restrictions shall also be noted as to locating buildings, other accessory structures like fences, hard-surfacing, and other lot improvements within the easement.
- (3) **Easements Associated with CSMs and Condominium Developments.** For certified survey maps and condominium developments, all easements shall be conveyed via the preparation and recording of a separate instrument including similar substantive information as required under subsection (2). The face of the certified survey map or condominium plat shall include appropriate references to that separate instrument.
- (4) **Provision to Village and Assigns.** All utility and drainage/stormwater easements within the Village shall be indicated as being provided to the Village of Weston and its assigns, except where otherwise approved by the Director of Public Works.
- (5) **Easement Width.** Easements shall be wide enough to conduct safe and efficient access to; and installation, repair, maintenance, and/or replacement of; the facilities as determined by the Director of Public Works. Easements for public pathways and walkways shall be as prescribed in Section 74.6.11(3). Utility and drainage/stormwater easements shall be a minimum of 12 feet in width. Where side or rear lot lines within a land division, subdivision, or condominium development abut one another, the division or condominium development may provide easements on abutting lot lines to form such minimums.
- (6) **Drainage/Stormwater Easements.** Where a land division, subdivision, or condominium development is traversed by a navigable waterway or a drainageway, a drainageway/stormwater conveyance easement or dedication shall be provided around it. The location, width, alignment and improvement of and within such easement or dedication shall be subject to the approval of the Director of Public Works and per Chapter 86, Article 5 of the Weston Municipal Code. Access along and to all navigable waterways shall be per Section 74.9.06(2).
- (7) **Landscaping.** The Village permits placement of landscaping within easements, but not to the extent that it affects the function of the easement. The Village shall not be responsible for replacement of any landscaping in easements, except for grass, in the event that future repair or maintenance requires its removal.

ARTICLE 7: REQUIRED IMPROVEMENTS

Section 74.7.01: Applicability

The provisions of this Article apply to all subdivisions and land divisions as defined in Article 13, except where limited by law within the extraterritorial area and elsewhere by this Chapter, other Village ordinances, and applicable statutory and case law.

Section 74.7.02: Determination of Adequacy of Public Facilities and Services

- (1) **Generally.** The appropriate Village approval authority shall not approve a certified survey map, preliminary plat, final plat, or condominium plat unless adequate public facilities and public services are available to meet the needs of the future inhabitants of the proposed land division, subdivision, or condominium development.
- (2) **Required Data from Subdivider.** With or following the submittal of any preliminary plat, condominium plat, final plat, or certified survey map, the subdivider shall furnish any data requested by the Director of Public Works. The Director of Public Works shall work with the Zoning Administrator to transmit this information to appropriate Village staff, commissions, committees, and boards for review. The Zoning Administrator shall act as coordinator for their reports to the appropriate Village approval authority on the adequacy of water, sanitary and storm sewers, fire service, police, parks and open space, recreation facilities, and transportation facilities. Failure to submit such data as requested may be grounds for denial of the preliminary plat, condominium plat, final plat, or certified survey map.
- (3) **Determination Criteria.** Public facilities and public services for a proposed land division, subdivision, or condominium development shall be found to be adequate by the Village approval authority when all of the following conditions exist:
 - (a) Where the proposed land division, subdivision, or condominium development is located within a designated Sewer Service Area; main line interceptor sewer service is presently available to the area or is designated for extension; and the land division, subdivision, or condominium development is proposed to connect with such service. The appropriate Village approval authority shall also consider the recommendations of the Director of Public Works on the capacity of interceptor lines and of sewerage treatment facilities.
 - (b) Where the proposed land division, subdivision, or condominium development is not located within a designated Sewer Service Area, other acceptable means of sanitary waste disposal are provided which will protect the public health, safety, and welfare and meet other applicable ordinance requirements.
 - (c) Where the proposed land division, subdivision, or condominium development will be serviced by public water service with adequate capacity for the proposed land division, subdivision, or condominium development; and the land division, subdivision or condominium development is proposed to connect with such water service. The appropriate Village approval authority shall consider the recommendations of the Director of Public Works or water utility on water line capacities, water sources, and storage facilities.
 - (d) Where the proposed land division, subdivision, or condominium development is not located within an area serviced by public water service with adequate capacity, other acceptable means of water service are provided which adequately protect the public health, safety, and welfare and meet applicable ordinance requirements.

- (e) Adequate facilities are available to insure proper stormwater management, in accordance with Chapter 86, Article 5 of the Weston Municipal Code where applicable.
 - (f) Future residents of the proposed land division, subdivision, or condominium development can be assured park, recreation and open space areas, facilities and services which meet the standards of the Comprehensive Plan where applicable.
 - (g) Timely and adequate fire, emergency medical, and police protective services can be provided to the future residents and buildings.
 - (h) The proposed land division, subdivision, or condominium development is accessible by existing publicly maintained, all weather roads that are adequate to accommodate both existing traffic and new traffic to be generated, or necessary additional roads and road improvements are proposed by the subdivider or otherwise budgeted for construction. The appropriate Village approval authority shall consider recommendations of other consenting agencies and jurisdictions, and such factors as levels of service and average peak use.
- (4) **Partial Determination of Adequacy.** Where the appropriate Village approval authority determines that one or more public facilities or services are not adequate for the proposed land division, subdivision or condominium development, but that a portion of the area could be served adequately, or that careful phasing of the development could result in all public services being adequate, conditional approval may include only such portions or may specify phasing of the development.

Section 74.7.03: Development Agreement

- (1) **Generally.** The subdivider and the Village shall enter into a development agreement which identifies all public improvements the subdivider is required to complete and the timeline for completion. Said agreement shall be in a form and content approved by the Village Administrator and shall bind the subdivider to comply with the requirements of this Chapter and any specification, plans or conditions imposed or approved pursuant thereto. As a condition of the approval of any final plat and (where applicable) certified survey map or condominium plat located within the Village or served by Village infrastructure, the subdivider shall install 100% of the public improvements required by the development agreement or provide a letter of credit in an amount equal to 120% of the cost of the public improvements required by the development agreement.
- (2) **Performance Guarantee.** The subdivider or condominium developer shall file with said development agreement, a letter of credit or bond, at the option of the developer, or other surety approved by the Zoning Administrator or Director of Public Works, in an amount equal to 120% of the estimated total to complete the public improvements required by the development agreement. The cost shall be estimated or approved by the Director of Public Works. Such surety shall have a term not exceeding 14 months after substantial completion of the public improvements. For purposes of this Section, substantial completion occurs at the time the binder coat is installed on the roads to be dedicated or, if the required public improvements do not include a road to be dedicated, at the time that 90% of the public improvements by cost are completed. Upon substantial completion of the public improvements, the amount of security the subdivider is required to provide shall be equal to the total cost to complete any uncompleted public improvements plus 10% of the total cost of the completed public improvements. The subdivider may construct the project in such phases as the Village Board approves. If the subdivider's project will be constructed in phases, the amount of any surety required

shall be limited to 120% of the cost of the phase of the project that is currently being constructed and any remaining surety obligations from previous phases..

(3) **Required Development Agreement Contents.** Each development agreement shall:

- (a) Specify the public improvements required for the land division, subdivision, or condominium plat, and require their construction according to approved engineering plans and specifications.
- (b) Provide that all required improvements shall be completed by the subdivider or condominium developer or his contractors no later than 18 months from the date of Village approval of the engineering plans and specifications for the land division, subdivision, or condominium development, unless otherwise specified in the development agreement. This shall include all required park, recreational, and multiuse path improvements.
- (c) Provide for guarantees by the subdivider of all public improvements for not less than one year following final acceptance by the Village, and an additional one year after each replacement of any guaranteed work.
- (d) Provide adequate supervision and regulation of construction schedules and methods.
- (e) Outline requirements for acceptance of public improvements by the Village.
- (f) Require that contractors engaged in work on public improvements be adequately insured for liability, including workers' compensation liability.
- (g) Assure that the subdivider and all contractors agree to indemnify the Village and its professional consultants for any liability arising out of the construction of public improvements.
- (h) Provide for the payment of required fees and the dedication of required lands and improvements.
- (i) Provide for the reimbursement of the Village for staff time, professional consultant's fees, and other costs incurred in connection with the development of the property.
- (j) Provide for the surety to guarantee completion of the public improvements and the other obligations of the subdivider under the agreement or this Chapter.
- (k) Require the subdivider to submit second drawings in a digital format specified by the Director of Public Works following the completion and acceptance of all public improvements.
- (l) Require the subdivider to control weeds and all growth of natural vegetation in a manner consistent with Village ordinances on each lot, outlot, or publicly dedicated parcel until such time as that land is transferred to another entity.
- (m) Require that the subdivider be responsible for clearing all soil, vegetation, gravel, and similar construction site debris that is tracked onto public streets during the day on which such tracking occurs.
- (n) Require the construction and maintenance of landscaped buffer yard landscaping and arterial street noise mitigation measures as approved to meet any applicable requirements under this Chapter.
- (o) Require the subdivider's compliance with all other Village ordinances, including Chapters 70 (Streets, Sidewalks, and Other Public Places), Chapter 71 (Street Access Controls), and Chapter 86 (Utilities), conditions of approval, and other applicable regulations.

- (p) Include such other provisions as deemed necessary or appropriate by the Zoning Administrator to carry out the intent of this Chapter and other provisions of the Weston Municipal Code applicable to the development. Nothing in this section shall be construed to limit the authority of the Zoning Administrator to require additional or alternative provisions to meet the approval standards contained therein.

Section 74.7.04: Required Public and Private Improvements

- (1) **Generally.** To the extent applicable, each subdivider shall construct or provide for public and private infrastructure improvements to the specifications provided in this Section and available from the Director of Public Works within land divisions, subdivisions, and condominium developments in the Village and in the extraterritorial area to the extent allowed by law.
- (2) **Plans and Specifications.** The improvements listed in this Section shall be constructed in accordance with engineering plans prepared by the subdivider and approved by the Director of Public Works. Such plans and the associated improvements shall comply with applicable ordinances and as specified by the Director of Public Works. The Director of Public Works shall reference the most recent editions and addenda of the following publications: State of Wisconsin Department of Transportation (WisDOT) Standard Specifications for Highway and Structure Construction, WisDOT approved version of the USDOT Federal Highway Administration Manual on Uniform Traffic Control Devices, Standard Specifications for Sewer and Water Construction in Wisconsin (prepared by the Public Works Industry Improvement Program), AASHTO Guide for the Development of Bicycle Facilities, the Village's Erosion Control and Stormwater Management Requirements, and other appropriate engineering publications when making specifications other than those in Village ordinance. Water supply and sanitary sewer extensions must also comply with applicable sections of Wisconsin Administrative Code
- (3) **Responsibility.** Except as indicated in this Section, the subdivider shall be responsible for all costs for installation of all public infrastructure necessary to serve the land division, subdivision, or condominium development, including the bringing of such infrastructure from where it exists to the division in question as well as providing all infrastructure within the division.
- (4) **Required Improvements.**
 - (a) **Survey Monuments.** The subdivider shall install survey monuments placed in accordance with the requirements of Wis. Stat. § 236.15, and as the Director of Public Works may require.
 - (b) **Public Sanitary Sewerage Service.** Within a designated Sewer Service Area, the subdivider shall construct sanitary sewers in such a manner as to make adequate sanitary sewerage service available to each lot within the land division, subdivision, or condominium development, except where otherwise approved by the Director of Public Works. The size, type, depth, minimum grade, and installation of all sanitary sewers shall be specified and consistent with design requirements available from the Director of Public Works. Proposed sanitary sewer lines shall extend to the boundary lines of the tract being divided unless prevented by topography or other physical conditions or unless, in the opinion of the Director of Public Works, such extension is not necessary or desirable for the coordination of the layout of the land division, subdivision, or condominium development or for the advantageous development of the adjacent tracts. The subdivider shall install and complete the installation of sewer laterals to the street lot line prior to any street paving, curbing, or sidewalk construction.

- (c) Private On-Site Wastewater Treatment Systems (POWTS). Outside of a designated Sewer Service Area or where public sanitary sewer service is not available in the determination of the Director of Public Works, the subdivider shall make adequate private sewage treatment systems available to each lot within the land division, subdivision, or condominium development as specified or allowed in applicable ordinances, statutes, or regulations, including but not limited to Wis. Admin. Code SPS 383. Private holding tanks are not permitted within the Village, except under the circumstances described in Section 94.3.03(13) of the zoning ordinance. If a public sanitary sewer project serving the area of the proposed land division is included in the Village's capital improvement program, the subdivider shall install sanitary sewer mains and laterals to the street lot line and shall cap all laterals.
- (d) Public Water Supply Service. All new lots within the Village must be connected to public water service where the Director of Public Works determines that it is available in the area of the subdivision, land division, or condominium development. In such cases, the subdivider shall construct water mains in such a manner as to make adequate water service available to each lot within the land division, subdivision, or condominium development. The size, type, depth, and installation of all water mains shall be specified and consistent with design requirements available from the Director of Public Works. Proposed water supply mains shall extend to the boundary lines of the tract being subdivided unless prevented by topography or other physical conditions or unless, in the opinion of the Director of Public Works, such extension is not necessary or desirable for the coordination of the layout of the land division, subdivision, or condominium development or for the advantageous development of the adjacent tracts. The subdivider shall install and complete the installation of water service laterals to the street lot line prior to any street paving, curbing, or sidewalk construction.
- (e) Private Water Systems. Where public sanitary sewer service is not available in the determination of the Director of Public Works, the subdivider shall make provision for adequate private water systems as specified by the Village, state, county and/or town. If a public water main project serving the area of the proposed land division is included in the Village's capital improvement program, the subdivider shall install public water mains and laterals to the street lot line and shall cap all laterals.
- (f) Stormwater Management Facilities. For land divisions, subdivisions, and condominium plats within the Village, the subdivider shall construct stormwater management facilities in accordance with Chapter 86, Article 5 of the Weston Municipal Code.
- (g) Other Utilities. The subdivider shall cause gas, electrical power, telephone, cable, broadband/fiber optic and other telecommunications facilities to be installed in such a manner as to provide adequate service to each lot in the land division, subdivision, or condominium development. No utilities shall be located on overhead poles, except where underground installation is impossible due to exceptional topography, vegetative conflicts, other physical barrier, or by Village Board approval. Joint trenching for electrical and fiber optic lines is permitted and may be desirable to facilitate transmission.
- (h) Street Grading. After the installation of temporary block corner monuments and the above improvements, the subdivider shall grade all streets proposed to be dedicated to the public, including the grading of roadbeds in the street rights-of-way to subgrade.
- (i) Curb and Gutter. After the installation of the above improvements, the subdivider shall construct concrete curb and gutter at pavement edges in accordance with Village ordinance and design requirements available from the Director of Public Works. This requirement may be waived at the discretion of the Director of Public Works in areas designated for permanent rural use as reflected in

the Comprehensive Plan and any Village-adopted stormwater management plan. Wherever possible, provision shall be made at the time of construction for driveway access curb cuts in accordance with Chapter 71. The breaking or cutting of curbs will only be allowed for driveway aprons.

- (j) **Street Surfacing.** After installation of the above utilities, the subdivider shall install base course and surface all roadways in streets proposed to be dedicated to the widths prescribed in Figure 6.06(1) and in accordance with design requirements available from the Director of Public Works. No breaking of new pavement for utility installation or otherwise will be allowed for a period of 5 years from initial placement, unless approved by the Director of Public Works in an emergency.
- (k) **Sidewalks and Multiuse Paths.** Sidewalks and/or multiuse paths shall be constructed in accordance with the requirements of Section 70.108 of the Weston Municipal Code and Section 74.6.11 of this Chapter. Design requirements are available from the Director of Public Works.
- (l) **Street Lights.** The subdivider shall install streetlights along all streets proposed to be dedicated to the public. Street light design and placement shall be compatible with the neighborhood, the type of development proposed, electric utility requirements, and public maintenance costs. Such lights shall be placed at each street intersection, at each street curve greater than 45 degrees, and at such interior block locations as required by the Director of Public Works.
- (m) **Street Signs; Regulatory Signs and Pavement Markings.** The subdivider shall install at the intersection of all streets proposed to be dedicated a street name sign of a design specified by the Village. The subdivider shall also install regulatory signs and regulatory pavement markings, such as for traffic lanes, bicycle lanes, restricted parking areas, “road closed” signs/barriers, and crosswalks, as determined necessary by the Director of Public Works. The subdivider may propose, and the Village may approve, group development signs (e.g., subdivision entrance signs) in accordance with Article 9 of the zoning ordinance.
- (n) **Street Trees.** The subdivider shall install at least one street tree for every 50 lineal feet, or fraction thereof, of frontage a property has on a public street right-of-way. Trees shall be located within the terrace area wherever possible, midway between the sidewalk and curb. Street trees shall be installed in accordance with Section 94.11 of the zoning ordinance, and placed so as to not conflict with utility installation or traffic visibility.
- (o) **Driveways.** Where driveways are to be provided, the subdivider shall install a hard surfaced driveway from all property lines to the pavement edge of adjacent streets and shall otherwise comply with the applicable requirements of Section 71.5.01 of the Weston Municipal Code and design requirements available from the Director of Public Works. Concrete approaches are required where there is existing curb and gutter and sidewalk or where sidewalk is proposed in the future. In the absence of curb and gutter, concrete approaches are prohibited.
- (p) **Off-site Improvements.** Where the extension of streets and/or utilities from off-site locations is necessary to serve the proposed land division, subdivision, or condominium development, the subdivider shall be required to install such necessary extensions, including providing for perpetual Village access to the extended facilities and obtaining easements, rights-of-ways, and permits necessary for the extended facilities.

ARTICLE 8: CONSTRUCTION

Section 74.8.01: Applicability

The provisions of this Article apply to all subdivisions, land divisions, and condominium developments as defined in Article 13, except where limited by law within the extraterritorial area and elsewhere by this Chapter, other Village ordinances, and applicable law.

Section 74.8.02: Commencement

Initial site preparation shall meet the applicable provisions of this Article and Chapter 86, Article 5, Division 3 of the Weston Municipal Code. Except for initial site preparation, no construction or installation of improvements shall commence in a proposed land division, subdivision, or condominium development until (a) the certified survey map, final plat, or condominium plat has been approved and recorded and (b) the Director of Public Works has approved associated engineering plans and given written authorization.

Section 74.8.03: Relationship to Building Permits

No Village building or zoning permit associated with a land division, subdivision, or condominium development shall be issued until the associated plat or certified survey map is recorded. No Village building permit within the Village shall be within a land division, subdivision, or condominium development before the construction and Village acceptance of curb and gutter, binder street pavement, and sidewalks, or other improvement if specified in the development agreement, unless otherwise approved by the Village Board.

Section 74.8.04: Engineering Plans

The following engineering plans and accompanying construction specifications shall be provided in both hard copy and digital form to the Director of Public Works before authorization of construction or installation of the associated improvements specified in Article 7, where required. All engineering plans and construction specifications shall meet applicable sections of this Chapter, other chapters in the Weston Municipal Code, and design requirements available from the Director of Public Works.

- (1) Street plans and profiles showing existing and proposed grades, elevations and cross-sections of required improvements including pavement, curb and gutter, sidewalks, walkways, and multiuse paths.
- (2) Sanitary sewer plans and profiles showing the locations, grades, sizes, elevations, and materials of required facilities.
- (3) Public water system main plans and profiles showing the locations, sizes, elevations, and materials of required facilities.
- (4) Plans indicating the location and specifications of conduit for future use by telecommunications providers, including broadband, where such services will not be provided at time of initial development.
- (5) Master grading plan.
- (6) Erosion and sedimentation control plans meeting the requirements of Chapter 85, Article 5 of the Weston Municipal Code.
- (7) Stormwater management plans and profiles showing the locations, grades, sizes, cross sections, elevations, materials, and designs in accordance with Chapter 85, Article 5 of the Weston Municipal Code.
- (8) Street lighting plans showing all proposed locations, types, designs, and specifications.

- (9) Sign plan for street name signs, regulatory signs and markings, and group development signs if any.
- (10) Plans showing the locations, size, and species of street trees, and landscaping, berming, or other facilities within any required landscaped buffer yard or noise mitigation area.
- (11) A master plan for the development of any public parks, open spaces, or recreational areas within the division, utility connections, and other facilities appropriate to the type, purpose, and location of such public lands.
- (12) Additional special plans or information as required under this Chapter.

Section 74.8.05: Inspection

The subdivider, prior to commencing any work within the land division, subdivision, or condominium development, shall make arrangements with the Director of Public Works to provide for inspection. At the subdivider's expense, the Director of Public Works shall inspect and approve all completed work prior to release of the performance guarantees specified in Section 74.7.03 and the associated development agreement.

Section 74.8.06: Submittal of Record Drawings

Following construction and acceptance of all public improvements, the subdivider or condominium developer shall submit to the Director of Public Works record drawings showing all public improvements for the plat as built, in a digital format specified by the Director of Public Works. Failure to provide such drawings shall be grounds for the Village to cease issuance of building and zoning permits within the area of the division.

ARTICLE 9: PARKS AND RECREATION

Section 74.9.01: General Provisions

- (1) **Purpose.** The purpose of this Section is to ensure that adequate parks and other recreational sites are properly sized, located, preserved, and improved. This Section has also been established to ensure that the cost of providing the park and recreation sites and facilities necessary to serve the additional people brought into the community by land division and subdivision may be equitably apportioned on the basis of additional needs created by such divisions.
- (2) **Applicability.** This Section shall apply to all lands divided for new residential dwelling units within the Village. Within the extraterritorial area, if public park and recreation site dedication is not required for residential divisions by another jurisdiction with authority, proposed public parks and recreation sites shall be reserved for acquisition by the applicable town, county, or Village at undeveloped land costs for a period not exceeding 2 years, unless extended by mutual agreement between the subdivider and the local government(s) with potential interest in acquiring the land. The amount of land to be reserved shall be based on the park dedication area requirement in Section 74.9.02.
- (3) **Park Dedication and Fees, Generally.** The need and location of park and recreation sites to be dedicated shall be determined by the appropriate Village approval authority, following a recommendation from the Parks & Recreation Committee if the division is in the Village. Where such authority determines that park and recreation site dedication is not compatible with the Comprehensive Plan or official map, or for other reasons is not advised by the Village, the subdivider shall, in lieu thereof, pay a fee to the Village to meet this requirement in whole or on a pro-rata basis. Where park and recreational site dedication is not required, the subdivider shall be responsible for paying a fee to acquire other public park and recreational lands that will benefit the future residents of the division.

Section 74.9.02: Park and Recreational Site Dedication

- (1) **Park Dedication Ratio.** Where the dedication of park and recreation sites is required under this Article, the normal amount of park and recreation site dedication shall be based on the type and number of family units to be established in the subdivision times the number of persons per unit, divided by 100 persons per 1.2 acres. The type and number of units authorized shall be determined by applicable zoning ordinance standards for the intended zoning district of the lots, and/or via the development agreement. The following number of persons per unit shall be utilized in such calculations:
 - (a) For each single family residence, 3.4 persons per unit
 - (b) For each duplex housing unit, 3.1 persons per unit
 - (c) For each 1-bedroom multiple family housing unit, 1.9 persons per unit
 - (d) For each 2-bedroom multiple family housing unit, 2.8 persons per unit
 - (e) For each 3 or more bedroom multiple family housing unit, 3.4 persons per unit
- (2) **Relationship to Comprehensive Plan and Official Map.** Whenever a public park or recreation site proposed in the Comprehensive Plan or official map is embraced, in whole or in part, in a tract of land to be divided, that proposed public park or recreation site shall be dedicated and credited toward the requirements of subsection (1). Where a public park and recreation site as shown on the Comprehensive Plan or official map within the tract is greater in area than required by dedication under subsection (1), the

Village Board may require that the subdivider reserve for acquisition by the Village, through agreement, purchase, or condemnation, the remaining greater park area for a period of 2 years of plat or certified survey map approval unless extended by mutual agreement. Such reserved lands shall be kept in one or more outlots to be held by the subdivider. Over that period, the Village shall have the ability to negotiate the purchase of said land at undeveloped land prices.

- (3) **Other Locational Criteria.** The dedicated site shall be located so as to serve the recreation and open space needs of the division or condominium development from which the dedication was made. Consideration shall be given in the location of existing natural and cultural features as documented on the preliminary plat, as required by Section 74.3.01(2)(b). All lands proposed to be dedicated for park purposes shall be demonstrated to present no environmental hazard, and that they will not require environmental mitigation or remediation measures, through a phase one environmental assessment provided by the subdivider.
- (4) **Access.** Public access to all park and recreation sites shall be provided by street frontage of sufficient width to assure safe, convenient access to the dedicated land, with a minimum public street frontage of no less than 15% of the perimeter of the park. In unique situations, the Village approval authority may permit access via public access easement to the dedicated site. The easement shall be sufficiently wide so that the public and maintenance equipment will have convenient access to the site.
- (5) **Usability.** The dedicated land for recreation shall be usable, as defined in Article 13. Lands dedicated for stormwater management shall not be credited towards the park and recreation site dedication requirement. Wetlands or sloped areas may be considered usable for recreational purposes at the discretion of the approval authority. The shape of the dedicated parcel of land shall be sufficiently square or round to be usable for recreational activities planned for the area or the type of park intended.
- (6) **Settlement by Land Dedication or Deed.** If the Village Board accepts land, which is included within the area of the plat or CSM, such land shall be identified as a dedication to the public and the recording of any such plat or map shall be deemed a sufficient conveyance to vest fee simple title of all lands so marked or noted to the Village as set forth in Wis. Stats. §§ 236.29 and 236.34. If the Board accepts land which is outside the boundary of either a subdivision plat or certified survey map, such land shall be deeded to the Village prior to the recording of the associated plat or CSM. Where deemed appropriate by the Village Board, parcels of land dedicated or deeded under this Section may be traded or sold to facilitate the acquisition of more suitable tracts of parkland.

Section 74.9.03: Improvement of Dedicated Park and Recreational Sites

- (1) **Generally.** Where a public park or recreational site is to be dedicated within a plat or certified survey map, it shall be the responsibility of the subdivider to improve the park or recreational site in accordance with this Section.
- (2) **Improvement Standards.** When public park and recreation lands are dedicated to the Village, prior to final Village acceptance of such lands, the subdivider may be required to:
 - (a) Properly grade and contour for proper drainage.
 - (b) Provide surface contour suitable for anticipated use of area.
 - (c) Cover areas to be seeded with a minimum of 6 inches of quality topsoil, seed as specified by the Director of Public Works, fertilize with 16-6-6 at a rate of 7 pounds per one 1,000 square feet, and mulched, as specified in the standard "Specifications for Road and Bridge Construction Section 627

and 629.” The topsoil furnished for the park or recreational site shall consist of the natural loam, sandy loam, silt loam, silty clay loam, or clay loam humus-bearing soils adapted to the sustenance of plant life, and such topsoil shall be neither excessively acid nor excessively alkaline. Fine grading and seeding must occur within 18 months following execution of the development agreement, unless otherwise authorized by the Village Board. The improved area shall not be deemed officially accepted until a uniform groundcover to a minimum 2 inch height has been established.

- (d) For natural areas included within a dedicated park or recreational site, restore the land to a natural state to the extent practicable and necessary.
 - (e) For each neighborhood park, provide a standard residential water service of a size specified by the Director of Public Works and provide a standard 4-inch diameter residential sewer service. For each community park, provide a minimum 6 inch water service and at least 1 fire hydrant, and at least one 4 inch sanitary sewer lateral, all located at the street property line.
 - (f) In cases where private lots adjoin the public park and recreational site, grade, sign, and/or landscape the area along such property lines to clearly demarcate the borders between private lots and the public site.
- (3) **Maintenance.** The subdivider shall maintain the park or recreational site until the Village accepts its dedication, which shall include all watering, mowing, and other maintenance to maintain a neat, clean, and living appearance. It shall be the responsibility of the Village to maintain the dedicated areas upon their dedication and acceptance by the Village.
- (4) **Failure to Complete.** If the subdivider fails to satisfy the requirements of this Section in a timeframe specified by the development agreement, the Village Board may contract said completion and bill such costs to the subdivider, following a public hearing and written notice to the subdivider of noncompliance. Failure to pay such costs may result in the immediate withholding of building permits within the division until such costs are paid.

Section 74.9.04: Fee in Lieu of Park Dedication and Recreation Fees

- (1) **Fee Amount.** Where the appropriate Village approval authority determines that money in lieu of dedication of a park and recreational site is to be paid, in whole or in part, the subdivider shall pay a fee in lieu of parkland dedication of \$244 per single family residential lot, \$446 per duplex lot, \$138 per 1-bedroom multiple family unit authorized, \$204 per 2-bedroom unit authorized, and \$244 per 3+ bedroom unit authorized.
- (2) **Settlement by Fee Payment.** If fees are accepted, they are to be paid in a lump sum prior to the recording of a final plat or CSM.
- (3) **Use of Fees.** Revenues received from any person shall be deposited in a special account for parks and recreation facilities and shall be used exclusively for such purposes in the Village.

Section 74.9.05: Potential Credit for Private Open Space and Improvements

- (1) **Private Open Space.** Where the appropriate Village approval authority agrees that private open space for park and recreation purposes is to be provided in a proposed land division, subdivision, or condominium development, following a recommendation from the Parks & Recreation Committee, and such space is to be privately owned and maintained as recreational space by the future residents of the division or development, the development agreement may provide for credit against public parkland

dedication and/or fees in this Article. Such agreement shall specify the land and improvements to be provided, and the amount of credit granted. Any decision to allow a developer to provide private improvements in lieu of public parkland and/or fees shall rest in the sole discretion of the Village Board.

- (2) **Standards for Credit for Private Open Space and Improvements Thereto.** The appropriate Village approval authority must find that the following standards are met before providing credit under subsection (1).
- (a) It is in the public interest to accept private open space instead of a public park and recreation site.
 - (b) Yards, setbacks, and other open areas required to be maintained by zoning regulations shall not be included in the computation of such private open space.
 - (c) The private ownership and maintenance of the open space must be adequately provided for by written and recorded agreement.
 - (d) The use of the private open space must be restricted for park and recreational purposes by recorded covenants that run in favor of the future owners of property within the tract and the Village and that cannot be eliminated without the consent of the Village Board.
 - (e) The private open space shall be designed and improved for use for park and recreational purposes, taking into consideration such factors as size, shape, topography, geology, access, and location of the private open space land.

Section 74.9.06: Access to Waterways

- (1) **Statutory Requirement.** A land division, subdivision, or condominium development abutting a navigable waterway shall, in accordance with the provisions of Wis. Stat. § 236.16(3), provide access at least 60 feet wide to the low water mark so that there will be public access, connected to public roads, at ½ mile intervals as measured along the lake or stream shore, except where greater intervals or different access is agreed upon by the state of Wisconsin, and excluding shore areas where public parks or open space, streets, or roads on either side of a stream are provided.
- (2) **Other Access to Navigable Waterways.** The Village may require a public access easement along all navigable waterways. Where natural waterways traverse the land division, subdivision, or condominium development containing sufficient waterway area to contain the design discharge and where such natural waterways are endowed with significant natural beauty and have proven themselves reasonably stable, the land divider, subdivider, or condominium developer shall leave such channels in their natural state and shall dedicate, or provide public access easements along, such waterways, together with a sufficient access, along the periphery of the swale as a separate parcel or parcels, unless otherwise allowed by the Village. Such dedication shall not be credited against the parkland dedication requirements specified in this Article.

ARTICLE 10: FEES

Section 74.10.01: Fees for Procedures Requested by the Village or Town of Weston

There shall be no fees for applications filed in the public interest by the Village Board, Plan Commission, Joint Extraterritorial Committee, or other agency or official of the Village or Town of Weston.

Section 74.10.02: Fees for Procedures Requested by Any Other Party

The fees for the applications, procedures, and permits established by this Chapter shall be established by resolution of the Village Board of the Village of Weston.

Section 74.10.03: Payment of Fees for Procedures Requested by Any Other Party

Except for reimbursable costs described below and as otherwise prescribed under this Chapter or by development agreement, fees shall be payable at the time applications are filed with the Village (per the requirements of this Chapter). Reapplication fees may be required. Fees are not refundable.

Section 74.10.04: Reimbursable Costs

In addition to Village staff involvement, the Village may retain the services of other professional consultants including, but not limited to attorneys, engineers, landscape architects, architects, environmental specialists, and recreation specialists, in such matters. Any person, firm, or corporation requesting action by the Village on matters contained in this Chapter shall be required to reimburse the Village for any and all costs incurred by the Village for retaining professional consultant services to review any such matter.

ARTICLE 11: VIOLATIONS AND PENALTIES

Section 74.11.01: Violations

It shall be unlawful to divide or develop land anywhere within the Village or its extraterritorial area in violation of this Chapter. In case of any violation, the Village Board, the Plan Commission or Joint Extraterritorial Committee, Zoning Administrator, or any person who would be specifically damaged by such violation may institute appropriate action or proceeding to enjoin a violation of this Chapter.

Section 74.11.02: Penalties

- (1) **By Village.** Any person, firm or corporation who fails to comply with the provisions of this Chapter shall upon conviction thereof, forfeit not less than \$100.00 nor more than \$1000.00 as stated in the Fee Schedule and costs of prosecution for each violation and in default of payment of such forfeiture and costs shall be imprisoned in the County Jail until payment thereof, but not exceeding 30 days. Each day a violation exists or continues shall constitute a separate offense.
- (2) **Under Statutes.** Recordation improperly made has penalties provided in Wis. Stat. § 236.30. Conveyance of lots in unrecorded plats has penalties provided in Section 236.31, Wis. Stats. Monuments disturbed or not placed have penalties as provided for in Wis. Stat. § 236.32. An assessor's plat under Wis. Stat. § 70.27 may be ordered by the Village at the expense of the subdivider when a subdivision is created by successive divisions.

Section 74.11.03: Matters Concerning Violations

In addition to any other penalty imposed by this Article for a violation of the provisions of this Chapter, the Village reserves and maintains the continued right to abate violations of this Chapter, as follows:

- (1) **Hazardous Condition Caused by Violation of this Chapter.** If the Zoning Administrator determines that a violation of this Chapter exists, and further determines that the nature of such violation poses a great and immediate danger to the public health, safety, peace, morals or decency, the Zoning Administrator shall cause the violation to be abated. Costs associated with said abatement shall be charged to the owner of the property on which said violation has occurred. The Zoning Administrator is hereby authorized to abate a violation of this Chapter.
- (2) **Non-Hazardous Condition Caused by Violation of this Chapter.** If the Zoning Administrator determines that a violation of this Chapter exists, and further determines that the nature of such violation is not such as to pose great and immediate danger to the public health, safety, peace, morals or decency, the Zoning Administrator shall serve written notice by registered mail on the current property owner (as indicated by tax records) on which said violation is occurring to remove said violation within 10 working days. If such violation is not removed within 10 working days, the Zoning Administrator shall cause the violation to be abated per subsection (1) above. Costs associated with said abatement shall be charged to the owner of property on which said violation has occurred.
- (3) **Cost of Abatement.** In addition to any other penalty imposed by this Article for a violation of this Chapter, the cost of abating a violation of this Chapter shall be collected as a debt from the owner of the property on which said violation has occurred. An account of the expenses incurred by the Village to abate the violation shall be kept and such expenses shall be charged to and paid by the property owner. Notice of the bill for abatement of the violation shall be mailed to the last known address of said property owner by registered mail, and shall be payable within 30 days from the receipt thereof. Within 60 days

after such costs and expenses are incurred and remain unpaid, the Village Clerk shall enter such charges onto the tax roll as a special tax as provided by Wis. Stat. § 66.615(5).

ARTICLE 12: EXCEPTIONS AND WAIVERS

Section 74.12.01: Generally

Where, in the judgment of the Village land division approval authority, the literal application of certain provisions of this chapter to a particular land division or development is unnecessary to achieve the intent and purpose of this chapter and would result in unnecessary hardship to the subdivider, or where a Village-approved N Neighborhood general development plan suggests waiver or modification of certain provisions, the Village land division approval authority may waive or modify such provisions to the extent deemed just and proper and consistent with Wisconsin law. Such relief shall be granted only upon a finding by the land division approval authority that the waiver or modification will not result in any significant detriment to the public good nor conflict with the intent and purpose of this chapter or the desirable general development of the community in accordance with the Comprehensive Plan. Other Articles provide administrative officers the ability to grant exceptions and waivers in specified circumstances.

Section 74.12.02: Criteria and Conditions for Exception or Waiver

- (1) **Criteria.** No exception or waiver shall have the effect of nullifying the intent and purpose of this Chapter. Exceptions or waivers may be granted only where findings are made based upon the evidence presented in each specific case that all of the following criteria are met:
 - (a) The granting of the exception or waiver will not be detrimental to the public safety, health, or welfare or injurious to other property.
 - (b) The conditions upon which the request is based are unique to the property for which the relief is sought and are not applicable generally to other property, except as allowed through a general development plan for properties zoned N Neighborhood.
 - (c) Because of the particular physical surroundings, shape, or topographical conditions of the specific property involved, a particular hardship to the owner would result, as distinguished from a mere inconvenience, if the strict letter of these regulations is carried out, except as allowed through a general development plan for properties zoned N Neighborhood.
 - (d) The relief sought will not in any manner vary the provisions of the Comprehensive Plan, zoning ordinance, official map, or other ordinances, except that those documents may be amended in the manner prescribed by law.
 - (e) The purpose of the exception or waiver is not based exclusively on a financial consideration.
- (2) **Conditions.** In approving exceptions or waivers, the approval authority may require such conditions as will, in its judgment, secure substantially the criteria in subsection (1) and the purpose of this Chapter.

Section 74.12.02: Procedure for Exception or Waiver

- (1) **Request.** A request for an exception or waiver shall be submitted in writing by the subdivider before or when the preliminary plat, final plat, certified survey map, or condominium plat is filed. The request shall state fully the grounds for the exception or waiver and all of the facts relied upon by the applicant.
- (2) **Supermajority Vote.** A $\frac{3}{4}$ vote of the entire membership of the approval authority shall be required to grant any waiver or modification to such provisions.

ARTICLE 13: DEFINITIONS

Section 74.13.01: Introduction to Word Usage, Abbreviations and Definitions

The purpose of this Article is to define words, terms and phrases contained in this Chapter which are essential to the understanding, administration and enforcement of this Chapter, and which may not be part of common English usage.

Section 74.13.02: Word Usage

The interpretation of this Chapter shall abide by the provisions and rules of this Section, except where the context clearly requires otherwise, or where the result would clearly be inconsistent with the apparent intent of this Chapter.

- (1) Words used or defined in one tense or form shall include other tenses and derivative forms.
- (2) Words in the singular number shall include the plural number, and words in the plural number shall include the single number.
- (3) The masculine gender shall include the feminine, and vice versa. (d) The words “shall,” “must,” and “will” are mandatory.
- (4) The words “may,” “can,” and “might” are permissive.
- (5) The word “person” includes individuals, firms, corporations, partnerships, associations, trusts, and any other legal entity.
- (6) The word “Village” shall mean the Village of Weston, Wisconsin.
- (7) The word “County” shall mean the County of Marathon, Wisconsin, except where its context clearly requires otherwise.
- (8) The word “State” shall mean the State of Wisconsin.
- (9) The word “Plan Commission” shall mean the Village of Weston Plan Commission.
- (10) The words “Extraterritorial Committee” shall refer to the Village of Weston-Town of Weston Extraterritorial Zoning Committee as created under Wis. Stat. § 62.23(7a).
- (11) The words “Board of Trustees” and “Village Board” shall refer to the Village of Weston Board of Trustees.

Section 74.13.04: Definitions

The following words, terms and phrases, wherever they occur in this Chapter, shall have the meanings ascribed to them by this Section.

Access: A means of providing vehicular or non-vehicular egress from or ingress to a property, highway, or private roadway.

Access, Direct: A condition of immediate physical connection resulting from a highway, alley, or private road abutting a property.

Access standards: See Chapter 71 of the Weston Municipal Code.

Acre: 43,560 square feet.

Alley: A public right-of-way which normally affords a secondary means of access to the side or rear of an abutting property, and which is not intended for through traffic.

Appropriate Village Approval Authority: For the purposes of this Chapter, the Village Plan Commission, Extraterritorial Zoning Committee, Village Board, or Zoning Administrator, whichever body is granted authority under this Chapter to approve a preliminary plat, final plat, certified survey map, or condominium plat, or an exception or waiver thereto.

Block: A tract of land bounded by streets, or by a combination of streets and public parks, cemeteries, railroad rights-of-way, shore-lines of waterways, or municipal boundary lines

Building: A structure having a roof and intended for the shelter, housing, or enclosure of persons, animals or chattels.

Building Setback Line: A line within a lot or other parcel of land so designated on the preliminary plat, between which line and the adjacent boundary of the street upon which the lot abuts the erection of a building is prohibited, as prescribed by chapter 94.

Certified Survey Map (CSM): A map intended for the division of not more than four lots, as further defined in Chapter 236 of Wisconsin Statutes.

Community: A town, municipality, or a group of adjacent towns and/or municipalities having common social, economic or physical interests.

Comprehensive Plan: The adopted Comprehensive Plan of the Village, as may be from time to time amended. The Comprehensive Plan is intended to promote public health, safety, and welfare of the Village by effectively guiding long-range growth and development within the Village and its extraterritorial area. The Comprehensive Plan provides goals, objectives, policies, and recommendations for future land use, transportation, housing, economic development, utilities, community facilities, agricultural resources, natural resources, cultural resources, intergovernmental relations, and implementation. Implementation of the Comprehensive Plan is accomplished through this Chapter, other chapters of the Municipal Code, more detailed plans, public investments, private development decisions, intergovernmental cooperation, and citizen involvement. The authority for the Village of Weston to prepare and adopt a Comprehensive Plan is established under Wis. Stats. §§ 62.23 and 66.1001.

Condominium Development or Condominium: A building or group of buildings in which units are owned individually and the structure, common areas, and facilities are owned by all owners on a proportional, undivided basis. It is a real estate development that is legally created as a condominium form of ownership, regardless of land use, pursuant to Wis. Stat. Chapter 703.

Covenant: A contract entered into between private parties or between private parties and public bodies pursuant to Wis. Stat. § 236.293. Which constitute a restriction on the use of all private or platted property within a minor land division or subdivision for the benefit of the public or property owners and to provide mutual protection against undesirable aspects of development which would tend to impair stability of property values.

Crosswalk: A right-of-way within a block, dedicated to public use and intended primarily for pedestrians, but which may include utilities where necessary, and from which motor-propelled vehicles are excluded.

Cul-de-sac: A local street having one end open to traffic and the other end permanently terminated in a vehicular turnaround meeting Village standards.

Developer: The legal or beneficial owner(s) of a lot or parcel of any land proposed for inclusion in a development, including an option or contract purchaser.

Development: The division of a parcel of land into two or more parcels; the construction, reconstruction, conversion, structural alteration, relocation, or enlargement of any buildings; any use or change in use of any buildings or land; any extension of any use of land; or any clearing, grading, or other movement of land, for which permission may be required pursuant to this Chapter.

Development Agreement: A contract for public improvements negotiated between the subdivider and the Village under this Chapter.

Division of Land: Where the title or any part thereof is transferred by the execution of a land contract, an option to purchase, an offer to purchase and acceptance, a deed, a subdivision plat or a certified survey map.

Driveway: An area defined by gravel, limestone, or paving located wholly within the boundaries of privately held property and intended as an access from the public right-of-way to an allowed parking space or area. It does not include parking spaces or areas, or turnarounds.

Dwelling Unit: A room or group of rooms providing or intended to provide permanent living quarters for not more than one family. Also “housing unit.”

Easement: Written authorization, recorded in the Register of Deeds’ office, from a landowner authorizing another party to use any designated part of the land owner’s property for a specified purpose.

ETZ Area: The area outside of the Village municipal limits in which the Village exercises joint zoning authority with the Town of Weston, under extraterritorial zoning authority granted by Wisconsin Statutes. Also “extraterritorial zoning area.”

Extraterritorial Area: The area outside of the Village municipal limits in which the Village may exercise extraterritorial powers of planning, land division, official mapping, and/or zoning under Wisconsin Statutes.

Extraterritorial Zoning Committee: The committee formed under Wisconsin Statutes to make and advise zoning decisions within the ETZ Area. Also referred to as the “Joint Committee” or “Joint Extraterritorial Committee.”

Family: An individual or two or more persons, each related by blood, marriage, adoption, or guardianship, living together as a single housekeeping unit; or a group of not more than four persons not so related, maintaining a common household in which bathrooms, kitchen facilities, and living quarters are shared.

Final Plat: the final map, drawing or chart which the subdivider’s plan of subdivision is presented for approval and which if approved will be submitted to the Marathon County Register of Deeds for recording.

Flag Lot: A lot with its widest point set back from the road, and having a thin, long strip (“flagpole”) of land connected to the road to provide legal access and frontage.

Frontage: The length of the front property line of the lot, lots, or tract of land abutting a public street, road, highway, or rural right-of-way.

Grade: the slope of a road, street or other public way, specified in percent.

Land Division: A term for a division of land where a single parcel of land is converted into two or more legal parcels, any one of which is less than 35 acres in area. Each contiguous land holding under common ownership that is less than 35 acres shall be included in a land division as a lot or outlot.

Lot: A parcel of land that: (a) is undivided by any street or private road; and (b) has frontage on a public street or other officially approved means of access, occupied or intended to be occupied by a principal structure or use and sufficient in size to meet the lot width, lot frontage, lot area, yard, parking area and other provisions of this Chapter and the Village zoning ordinance.

Lot, Corner: A lot situated at the junction of and abutting two or more intersecting streets, or a lot at the point of deflection in alignment of a continuous street, the interior angle of which does not exceed 135 degrees.

Lot Depth: The average distance between the front lot line and the rear lot line of a lot.

Lot Line: A lot line is a property line bounding a lot, except that where any portion of a lot extends into the public right-of-way or a proposed public right-of-way, the line of such public right-of-way shall be the lot line for purposes of this Chapter.

Lot Line, Rear: In the case of rectangular or most trapezoidal shaped lots, the lot line that is opposite and most distant from the front lot line of the lot is the rear lot line. In the case of an irregular, triangular, or gore-shaped lot, a line 20 feet in length, entirely within the lot, parallel to and at the maximum possible distance from the front line shall be considered to be the rear lot line. In the case of a double frontage lot, there shall be no rear lot line

Mature Tree: A tree that is native to the region and non-invasive as determined by the Wisconsin Department of Natural Resources, and is 12 inches or greater in diameter at a height of four feet above grade. However, no tree specifically planted for commercial purposes shall be defined as a mature tree for purposes of this Chapter.

Minor Land Division: A land division proposed to be completed by certified survey map that does not:

1. Include or involve the dedication of land to the public, such as for public roads, parks, or stormwater facilities;
2. Require, in the determination of the Zoning Administrator or Director of Public Works, a development agreement under Section 74.7.03; or
3. Raise issues related to compliance with this Chapter, other chapters of the Village's Municipal Code, or the Village of Weston Comprehensive Plan, in the determination of the Zoning Administrator.

Mixed Use Development: A land development that includes or allows a blend of commercial services, retail, office, multiple family residential, and/or institutional uses within a single lot or building. Single family and/or two family residential development may not be part of and is not considered mixed use development.

Municipality: For the purposes of this Chapter, a village or town government.

N Neighborhood: A development that exhibits several of the following characteristics reminiscent of traditional neighborhood design: alleys, streets laid out in a grid system, buildings oriented to the street, front porches on houses, pedestrian-orientation, mixed land uses, and village squares or greens. See Section 94.2.02(4) and Article 14 of the zoning ordinance.

Outlot: A parcel of land, other than a lot, so designated on a subdivision plat or certified survey map, which is not intended for building development in the land division without further alteration or combination, except for buildings related to public utility, stormwater, or recreation services.

Owner: The person, persons, or other legal entity having the right of legal title to a lot or parcel of land.

Parcel: The area within the boundary lines of a lot.

Plan Commission: The Plan Commission of the Village, also commonly referred to as the Planning Commission. See Section 94.16.16 of the Weston Municipal Code.

Plat: A map on which a developer's map for a subdivision or condominium development is presented to the Village for approval.

Preliminary Plat: A map showing the salient features of a proposed subdivision submitted for Village approval, and submitted in advance of a final plat.

Private On-Site Wastewater Treatment System (POWTS): A sewage treatment and disposal system serving a single principal building with a septic tank and soil absorption field, holding tank where permitted under this Chapter, or alternative private sewage system located on the same lot as the principal building. Private on-site wastewater treatment systems are regulated under Wis. Admin. Code SPS 383, other state regulations, and the Marathon County Sanitary Ordinance.

Public Improvement: Any improvement, facility, or service, together with customary improvements and appurtenances thereto, necessary to provide for public needs such as streets, roads, alleys, pedestrian walks or paths, storm sewers, flood control improvements, water supply and distribution facilities, sanitary sewage disposal and treatment, public utility and energy services.

Public Lands: For the purposes of this Chapter, publicly owned and maintained properties that include, but are not limited to, street rights-of-way, public parks, and other publicly-owned open space.

Public Way: Any public road, street, highway, walkway, drainage-way, or part thereof.

Replat: The process of changing, or a map or plat which changes, the boundaries of a recorded subdivision plat, certified survey map or part thereof. The legal dividing of a large block, lot or outlot within a recorded subdivision plat or certified survey map without changing exterior boundaries of said block lot or outlot is not a replat.

Right-of-Way: A strip of land occupied or intended to be occupied by a street, crosswalk, railroad, electric transmission line, oil or gas pipeline, water main, sanitary or storm sewer main, or for another special use. The usage of the term "right-of-way" for land platting purposes shall mean that every right-of-way established after the effective date of the ordinance from which this section is derived and shown on a final plat is to be separate and distinct from the lots or parcels adjoining such right-of-way, and not included within the dimensions or areas of such lots or parcels. Rights-of-way intended for streets, crosswalks, water mains, sanitary sewers, storm drains or any other use involving maintenance by a public agency shall be dedicated to public use by the maker of the plat on which such right-of-way is established.

Setback: The shortest distance between a building's or structure's exterior and the nearest point on the referenced lot line.

Sewer Service Area: The geographic area within which the Village, or another governmental entity that owns and manages a sanitary sewer system, may legally extend sanitary sewer service under state and federal water quality laws. Sewer service areas are generally drawn based on local service basins and projections of future urban development.

Street: A public or private right-of-way that affords a primary means of vehicular access to abutting properties, whether designated as a street, avenue, highway, road, boulevard, lane, throughway, or however otherwise designated, but excepting driveways to buildings.

Street, Arterial: A street that serves longer intra-urban trips and traffic traveling through the Village, has limited to no direct access for abutting land uses, and has measured or projected traffic volumes of over 6,000 vehicles per day; or as otherwise may be designated as an arterial street within the Comprehensive Plan or by the Village Board. Private access may be permitted with limitations imposed by the Village, Marathon County, the Wisconsin Department of Transportation and/or the Federal Highway Administration. The Functional Classification System includes designation as principal and minor arterials.

Street, Collector: A street that collects and distributes internal traffic within the Village (such as within a residential neighborhood), provides connections between local and arterial streets and limited restrictions on access for abutting land uses, and has a measured or projected traffic volume of between 1,500 and 8,000 vehicles per day; or as otherwise may be designated as a collector street within the Comprehensive Plan by the Village Board. The Functional Classification System includes designations as collector streets.

Street, Half: A street bordering one or more property lines of a tract of land in which the subdivider has allocated but part of the ultimate right-of-way width.

Street, Local: A street designed to provide access to abutting land uses and leading into a collector or occasionally into an arterial street, but which is not designed to carry through traffic from outside the neighborhood where it is located. Not an arterial street or a collector street.

Street, Marginal-access: A local street that parallels and is adjacent to a major street or highway, and that provides access to abutting properties and protection from through traffic.

Subdivider: Any person, firm or corporation, or any agent thereof, dividing or proposing to divide land resulting in a land division, subdivision, condominium development, or replat.

Subdivision: The division of a lot, parcel, or tract of land by the owners thereof, or their agents, for the purpose of transfer of ownership or building development where (a) a single act of division creates 5 or more parcels, lots, or building sites, each less than 35 acres in size; or (b) an act of division results in the creation of 5 or more parcels, lots, or building sites by successive divisions within a period of 5 years, where at least 5 of the parcels, lots, or sites are less than 35 acres in size. The establishment of a condominium development pursuant to Wis. Stat. Chap. 703, shall also be deemed to be a subdivision for purposes of this Chapter. Subdivisions are created through the recording of a final plat, except for condominium developments. Notwithstanding the above, "subdivision" does not include a division of land into not more than nine lots and outlots of 1½ acres each or less where the land division is in an area is zoned for commercial, industrial, or mixed use development in the Village or its extraterritorial zoning area as defined above.

Usable Land: Land intended for public park dedication where required under this chapter that (a) is located outside of the floodplain, wetlands, surface waters, stormwater basins and conveyance routes, and other areas with severe limitations for park development in the determination of the Parks and Recreation Committee;

(b) Contains developer-finished slopes of less than 4% for active recreation areas, and slopes of less than 12% for passive recreation areas and conservancy; (c) Is sufficiently shaped and contains suitable soils for construction of the anticipated park facilities, in the determination of the Zoning Administrator; (e) Is visible and accessible to the public for foot, bike, and motor vehicle access and for effective monitoring for public safety; and (h) Is situated in a location that is consistent with the Village's Comprehensive Plan and that adequately serves the park's service area.

Wetland: An area where water is at, near, or above the land surface long enough to be capable of supporting aquatic or hydrophytic vegetation and which has soils indicative of wet conditions.

Zero Lot Line Structure: A structure that is built over the property line, where walls separating occupancy units follow lot lines, such as a zero lot line duplex or townhouse.

Zoning Administrator: The person authorized and charged by the Village with the administration of this Chapter. See Section 94.16.15 of the Weston Municipal Code.

Zoning Ordinance: Chapter 94 of the Weston Municipal Code.

Village of Weston, Wisconsin
Report for the month of April 2016
MONTHLY DEPARTMENT REPORT FROM PLANNING AND DEVELOPMENT DIRECTOR

Monthly Department Briefer #2016-04

Jennifer Higgins, Planning and Development Director/Zoning Administrator

Thursday, May 5, 2016, 4:01 PM

1. FOR YOUR IMMEDIATE ATTENTION -- TRUSTEES.

- Please note, the Public Hearing for the Draft Subdivision Ordinance will be held at the 5/16/16 Board Meeting.
- 2015 Responsible Unit Recycling Program Accomplishments and Actual Costs Annual Report – Submitted to State on 4/29/16 in advance of 4/20/16 deadline. Thank you to Finance and Public Works Dept staff for their assistance with this document.
- Marathon County Uniform Addressing System – Municipal Advisory Group will meet May 12th and June 9th from 7-9pm in Room 5, 212 River Drive, Wausau. I will plan to attend on behalf of the Village.

2. STRATEGIC PLAN PROJECT STATUS.

As reported to you previously, myself, Donner, Wodalski and Osterbrink have been meeting under the umbrella of the Services Division to coordinate projects in the 3 Departments, such as the SE Quad, Comp Plan Update, Subdivision Ordinance, Business Park signage and site plan review procedures. This team meets every other week to focus on key areas and projects that integrate the 3 departments and our staff.

Department Development

- **Project 1 - Comprehensive Plan Update – In progress.**
 - **Volume 1 – Conditions and Issues** (adopted 3/4/15) – Amend in 2016 to correct any incorrect information from 2015 adopted version. Also consider relocating “Broadband Technology” background information to Volume 3.
 - **Volume 2 – Visions and Directions** (Statutory Plan Elements) – Scheduled for adoption Spring 2016
 - **Chapter 1 – introduction** – draft #1 received from MDROffers on March 23, 2016
 - **Chapter 2 – Community Vision** – draft #1 forwarded to the PC and Board for comments in Fall 2015; Draft #2 received March 30, 2016 and has been placed on 4/11/16 Plan Commission Agenda for final review.
 - **Chapter 3 – Land Use** (adopted 4/8/15) plan to be amended as necessary as part of complete Volume 2
 - **Chapter 4 – Economic Development** – revised draft received from MDROffers on 3/23/16.
 - **Chapter 5 – Housing and Neighborhoods** – (revised draft delivered by MDROffers on 1/28/16)- Provided to PC and Board in 2/8/16 PC Packet. Comments/changes were sent back to MDROffers in Feb 2016. Next version in full Volume 2, to be delivered in April.

- **Chapter 6 – Natural, Agricultural, and Cultural Resources** - (revised draft delivered by MDROffers on 1/28/16) -Provided to PC and Board in 2/8/16 PC Packet. Comments/changes were sent back to MDROffers in Feb 2016. Next version in full Volume 2.
 - **Chapter 7 – Parks and Recreation** - (adopted 1/10/15 as CORP for Village) plan to be amended as necessary as part of complete volume
 - **Chapter 8 – Transportation (Official Map)** (revised draft delivered by MDROffers on 1/28/16) - Provided to PC and Board in 2/8/16 PC Packet. Official map was approved in Feb 2016 by ordinance. Comments and changes to the Plan document and the new official map were sent to MDROffers in Feb 2016. Next version in full Volume 2.
 - **Chapter 9 –Community Facilities and Utilities** (revised draft delivered by MDROffers on 2/11/16) -Provided to PC and Board in 3/14/16 PC Packet. Comments and changes to the Plan document were sent to MDROffers in March 2016. Next version in full Volume 2.
 - **Chapter 10 – Intergovernmental Cooperation** – (revised draft delivered by MDROffers on 2/11/16) -Provided to PC and Board in 3/14/16 PC Packet. Comments and changes to the Plan document were sent to MDROffers in March 2016. Next version in full Volume 2.
 - **Chapter 11 – Implementation** – draft #1 received from MDROffers on March 23, 2016
- **Volume 3 – Vision and Directions** (Supplemental Plan Elements)
 - **Chapter 1 – Introduction** (to be prepared in 2016 when Camp Phillips Corridor Plan adopted)
 - **Chapter 2 – Bike and Pedestrian System Plan** (future, post 2016)
 - **Chapter 3 – Broadband Technology Plan** (adopted 3/4/15, considering bringing in background info from Vol. 1)
 - **Chapter 4 – Camp Phillips Corridor Plan** (schedule for adoption in July 2016, shortly after Vol. 2 adoption)
 - **Chapter 5 – Park and Public Facilities Master Plans** (include recent plans when Camp Phillips Plan adopted)
 - **Chapter 6 – Retail Recruitment Strategy** (adopt at same time Camp Phillips Plan Adopted)
 - **Chapter 7 – Schofield Avenue Corridor Plan** (future, post 2016)
 - **Chapter 8 – TID 1 Amended Project and Redevelopment Plans** (scheduled adoption in August 2016)
 - **Chapter 9 – TID 2 Amended Project Plan** (future, post 2016)
 - **Chapter 10 – Tourism Plan** (scheduled for adoption by early fall 2016)
- **Project 2 – Chapter 50 Nuisance Ordinance Update** – In progress. I have made updates to this ordinance in regards to zoning code consistency, statute reference updates and to include standards from the International Code Compliance especially for rental property. Hodell has reviewed the ordinance to make sure it adequately addresses the nuisance issues she deals with and Tatro has updated the areas he would like updated. This is one of the projects I would like Maguire to work on to bring forward through CLPS and to the Board for final approvals.
 - **Project 5 - Beehive Software System implementation** – Staff is still using Energov. Beehive has been ruled out for working for the department. New software solution from Infovision Software called Evolve was approved by the Board on 3/21/16 as a replacement for Beehive. Evolve is cloud based, allows applicants to apply, pay and upload plans right to the system. We would no longer have to do

this data entry ourselves by hand. The software also can keep track of staff review performance by tracking the amount of time it takes to review each permit. This would assist us in the Pay for Performance direction the Village is headed for personnel. A signed contract was received on 3/29/16. A project kickoff meeting was held on 4/4/16. Staff met with Evolve staff on April 26-28th to discuss the Planning and Permitting Modules.

- **Project 6 - Update Subdivision Ordinance** – In progress. Approval process has begun and should be completed following the public hearing and ordinance adoption scheduled for your 5/16/16 Board meeting.
- **Project 8 – Audit of Multi-family and commercial properties for Refuse and Recycling Compliance** – Ongoing. Audit was completed for multi-family properties in the summer of 2014 by our Refuse and Recycling Intern. Parker continues to work with these multi-family properties when time allows. We have not started on the commercial audit yet to date. Staff continues to address this at change of use, new construction, or change of owner for both multi-family and commercial at time of approvals and/or permitting. Parker and I have recently completed our interviews of intern applicants and our top candidate, Heidi Miller, a UWSP student, has been hired to fill the position this summer. She will begin her internship on May 23rd.

Staff Development

- **Project 1 – American Planning Association (APA) membership** – This item is complete and will be removed during the next update to the Strategic Plan. Jared and I are both members of APA and WAPA.
- **Project 2 – Planning Technician Position** – This item is complete and will be removed during the next update to the Strategic Plan.
- **Project 4 – Assistant Building Inspector Position (Code Enforcement/Property Inspector)** – Maguire started employment with the Village in this position on 4/4/16. This item is complete and will be removed during the next update to the Strategic Plan.
- **Project 5 – Plan Commission bylaws, policies and procedures** – Ongoing. Plan Commission Code of Conduct and Rules of Procedures were adopted by the Plan Commission in June. All commissioners have signed the Code of Conduct. We continue to work on policies for the Commission. I am offering Commissioners the ability to attend the 3/15/16 Plan Commissioners workshop offered at the Portage County Annex building in Stevens Point. Commissioners White and Zeyghami along with Assistant Planner Wehner will be attending.

3. BUDGET AND FINANCIAL PLAN STATUS.

- The Department has received the Budget Status Report for March.

4. EMPLOYEE DEVELOPMENT & ENGAGEMENT.

- Higgins attendance at Weekly C Team Meetings.
- Higgins attendance at Weekly ED Team Meetings
- Higgins attendance at Weekly One-on-One Meetings with Guild.
- Higgins attendance at Bi-weekly Service Division Team Meetings

- Higgins and Parker attend monthly Wellness Committee Meetings.
- Parker and Wehner attend monthly Staff Social Committee Meetings.
- Parker, Wehner, Tatro and Maguire have begun the 2016 Lumin Training.
- Tatro is the current Vice-President of the WI- IAEI. He will be taking over as President later this year.
- Higgins continues to attend the Alumni 2015 Lumin Training Sessions monthly (Feb, March, April, Sept.).
- Department participation at the April All-Staff meeting.
- Higgins, Parker, Wehner and Maquire participated in the Wellness Committee Fitness Challenge – 33 miles in 33 days.
- Tatro and Maguire attended the League’s Building Inspector Institute in Delevan WI on 4/20-4/22
- Tatro and Maguire attended a meeting on 4/27/16 with area building inspectors at Wausau City Hall.
- Each Staff member has completed a meeting with Crowe to discuss our individual tech learning plans. We are also getting acquainted with Lynda.com and have begun watching some of the training videos.
- The Department is participating in the upcoming 100 day fitness challenge – Global Corporate Challenge (GCC) as members of on one of 4 teams that have formed here at the Village. The GCC kicks off on May 25th and runs until September 1st. The goal is for teams of 7 to average at least 70,000 steps a week.
- Parker, Wehner and Higgins attended the Business Expo on 4/21/16

5. PERFORMANCE AND METRICS.

- No further training has been provided to Directors or staff on this since the 1/20/16 meeting with Carlson Dettman staff. No reviews have been completed since spring of 2015.
- Infovision Software’s Evolve Software will be able to be used for project management and will also have a performance management component to the software. Once an application is deemed complete, a timer will be running in the background and will be able to monitor and track how long it takes staff to complete our review and get approvals out the door.

6. COMMUNITY FEEDBACK

- Home Composting Workshop participant Judith Miller called Solid Waste Director Johnson on 5/2/16 to thank all involved in the Workshop held at the Village Municipal Center on 4/30. Parker worked with Marathon County Solid Waste & Recycling Connections Corporation on this event. There were 9 participants from 5 households (3 in Weston).

7. IDENTIFIED NEEDS.

- Project Management Software, which is being addressed through the deployment of the Evolve software project.

8. NEW IDEAS & OPPORTUNITIES.

- None at this time.

9. MISCELLANEOUS COMMENTS / ISSUES.

- SE Quad Neighborhood Plan – proposed adoption June 2016
 - Donner, Wodalski and I continue to spend a considerable amount of time working with JSD on this project. As of 5/2/16, we are still working with WIDOT and WIDNR to be able to utilize the stub at Westview Blvd for this development.
 - Donner and myself are working on the extension of Transport Way out to Weston Avenue. Resolutions 2016-003 and 2016-004 were adopted in March by the Board to designate Weston Avenue as an arterial street and limit access on Weston Avenue. A letter was sent to all Transport Way and Weston Avenue property owners on 4/29/16.
 - Presentation and Open House for SE Quad is scheduled for May 9th from 4:30 to 6pm.
- Economic Development/Plan Commission Update
 - Site Plan Approval Letter Issued
 - Mount Olive Parking Lot
 - Briq’s Soft Serve, 3907 Schofield Avenue – Parking lot, drive-thru and Building addition – (CSIT-3-16-1570)- 4/28/16
 - Tender Reflections – Building Addition/New Construction – 4/28/16.
 - Sign Permits Issued:
 - Ringle Medical, 5906 Hilgemann Street (SIGN-4-16-6607) – new wall sign
 - Chapman Insurance, new monument sign with LED readerboard.
 - Target Pharmacy Sign Replacement
 - Wausau Gun & Loan, Inc. 5612 Bus. Hwy. 51 (temporary sign)
 - Occupancy Permits Issued:
 - Platinum Grafix LLC
 - Kwik Trip (temporary)
 - Temporary Use Permit:
 - Cellcom Customer Appreciation Event – 2106 Schofield Ave
 - Ministry Health Care Plant Sale – 3400 Ministry Parkway
 - CSM Approvals:
 - Joe Jordan/MC Highway Dept - outlot
 - Building Permits Issued (Maguire)
 - 6417 Alta Verde St (FENC-4-16-6638)
 - 6306 Quentin St (FENC-4-16-6631)
 - 6007 Babl Ln – siding (RBLD-4-16-6632)
 - 2810 Joseph Ave-roofing (RBLD-4-16-6635)
 - 6911 Feith Ave – shed (ADDDB-4-16-6620)
 - 5407 Sunset St – roofing (RBLD-4-16-6628)
 - 4916 Kellyland St – roofing (RBLD-4-16-6621)
 - 6306 Quentin St – irrigation system (SPRK-4-16-6619)
 - 6206 Jalen Cir – irrigation system (SPRK-4-16-6617)
 - 3512 Schofield Ave – roof – (CBLD-4-16-6608)
 - 6204 Kirk St – (FENC-4-16-6603)
 - 6206 Kirk St – (FENC-4-16-6604)
 - RBLD-4-16-6645 4403 Sternberg Exterior Remodel

- FENC-4-16-6646 1704 Huess Ave Fence
- ADDB-4-16-6650 6110 Rogan Ln Yard Shed
- RBLD-4-16-6655 Scott New Home 4709 Crest Ridge
- SIGN-4-16-6664 Wausau Gun and loan temp sign
- RBLD-4-16-6657 4113 Wenonah Dr Exterior remodel
- RBLD-4-16-6660 5023 Kellyland St Exterior Remodel
- RBLD-4-16-6661 4907 Mesker St Exterior Remodel
- RDLB-4-16-6662 Scott New Home 3102 Nick
- FENC-4-16-6663 4314 E. Everest Ave Fence
- RBLD-4-16-6665 4907 Mesker St Exterior Remodel
- RBLD-4-16-6666 6613 Alta Verde St Exterior Remodel
- FENC-4-16-6667 3305 Caleb Dr. Fence
- RBLD-4-16-6668 Scott 9705 Newberry
- Staff completed the following site plan reviews in April:
 - Mount Olive Parking Lot
 - Briq’s Soft Serve, 3907 Schofield Avenue – Parking lot, drive-thru and Building addition – (CSIT-3-16-1570)- 4/28/16
 - Tender Reflections – Building Addition/New Construction – 4/28/16.
- Staff is working on the following site plan reviews:
 - DC Everest Middle School – Parking lot site plan – widening/realigning the pavement at their student drop off area. (received 4/28/16)
 - Burn Fitness – Parking Lot Expansion (Stalled) – Wehner followed up with Marv Anderson and gave him until June 1, 2016 to submit a plan
 - Wagner Shell – Building Addition (carwash) – has been reviewed by staff. Awaiting revisions to landscape plan.
 - InterCon Construction – new construction – garage, office and contractor yard on Synergy Court

2016 Building Permits Issued to Date

Date:	Single Family	Duplex	Multi-Family				Commercial	Total All Permits Issued
			4	6	8	12		
January	1	-	-	-	-	-	23	29
February	2	-	-	-	-	-	25	35
March	-	1	-	-	-	-	23	41
April	7	-	-	-	-	-	12	66
Total	10	1	-	-	-	-	83	171
Totals from April of each year								
2015	6	4	-	-	-	-	50	136
2014	6	-	-	1	1	-	78	130
2013	3	-	-	-	-	-	60	109
2012	3	-	-	-	-	-	59	135
2011	5	-	-	-	-	-	24	104

2010	12	-	-	-	-	-	37	180
2009	1	2	-	-	1	2	4	78
2008	2	2	-	-	-	4	12	71

Permits Issued (By Work Class)

Permits Issued From Friday, April 1, 2016 through Saturday, April 30, 2016

Permit	Location Address	Issued	Valuation	Square Feet
Additional Building Yard Shed				
ADDB-4-16-6620	6911 FEITH AVE	04/13/2016	0.00	64
ADDB-4-16-6629	6903 JANELLE Street	04/14/2016	100.00	80
ADDB-4-16-6650	6110 ROGAN LN	04/25/2016	2,300.00	160
Totals For Additional Building Yard Shed : 3 Permit(s)			2,400.00	304
Commercial Building Commercial				
CBLD-4-16-6608	3512 SCHOFIELD AVE	04/07/2016	1,500.00	0
CBLD-4-16-6609	3512 SCHOFIELD AVE	04/07/2016	1,500.00	0
Totals For Commercial Building Commercial : 2 Permit(s)			3,000.00	0
Deck Residential				
DECK-4-16-6605	5503 ZADRA ST	04/05/2016	3,500.00	144
DECK-4-16-6637	5803 PINE TERRACE	04/18/2016	10,500.00	600
DECK-4-16-6671	4113 WENONAH DR	04/29/2016	12,000.00	168
Totals For Deck Residential : 3 Permit(s)			26,000.00	912
Demolition Principal Building				
DEMO-5-16-6699	7605 SCHOFIELD AVE	04/19/2016	0.00	4,300
DEMO-5-16-6700	7605 SCHOFIELD AVE	04/19/2016	0.00	4,300
DEMO-5-16-6701	7605 SCHOFIELD AVE	04/19/2016	0.00	4,300
Totals For Demolition Principal Building : 3 Permit(s)			0.00	12,900
Driveway Driveway				
DRIV-4-16-6606	2906 NORTHWESTERN Avenue	04/06/2016	0.00	0
Totals For Driveway Driveway : 1 Permit(s)			0.00	0
Electrical Residential				
ELEC-4-16-6633	1605 NEUPERT Avenue	04/15/2016	800.00	0
Totals For Electrical Residential : 1 Permit(s)			800.00	0
Fence Residential				
FENC-4-16-6603	6204 KIRK ST	04/05/2016	962.00	0
FENC-4-16-6604	6206 KIRK ST	04/05/2016	1,561.00	0
FENC-4-16-6630	5702 ISAIAH ST	04/14/2016	8,690.00	0
FENC-4-16-6631	6306 QUENTIN ST	04/15/2016	3,000.00	0
FENC-4-16-6638	6417 ALTA VERDE ST	04/18/2016	2,803.00	0
FENC-4-16-6646	1704 HEUSS AVE	04/25/2016	200.00	0
FENC-4-16-6648	7106 BREHM ST	04/24/2016	11,000.00	0
FENC-4-16-6663	4314 EVEREST AVE	04/27/2016	500.00	0
FENC-4-16-6667	3305 CALEB DR	04/28/2016	1,200.00	0
Totals For Fence Residential : 9 Permit(s)			29,916.00	0
Lateral Connection New Single Family				
LCON-4-16-6624	6308 Tower Ridge Place	04/14/2016	0.00	0
LCON-4-16-6625	6309 TOWER RIDGE PL Place	04/14/2016	0.00	0

Permit	Location Address	Issued	Valuation	Square Feet
LCON-4-16-6626	6212 VON KANEL ST	04/14/2016	0.00	0
LCON-4-16-6627	4709 CREST RIDGE AVE	04/14/2016	0.00	0
LCON-4-16-6643	7307 Fountain Circle	04/21/2016	0.00	0
LCON-4-16-6644	3302 Monte Carlo Drive	04/21/2016	0.00	0
LCON-4-16-6651	9705 Newberry Drive	04/25/2016	0.00	0
Totals For Lateral Connection New Single Family : 7 Perm			0.00	0

Lateral Connection Non Residential				
LCON-4-16-6614	9902 Weston Avenue	04/11/2016	0.00	0
Totals For Lateral Connection Non Residential : 8 Permit(s)			0.00	0

Mobile Home Installation Residential				
MHOM-4-16-6610	5707 FULLER Street	04/11/2016	28,000.00	1,000
MHOM-4-16-6611	5707 FULLER Street	04/11/2016	28,000.00	1,000
MHOM-4-16-6612	5707 FULLER Street	04/11/2016	28,000.00	1,200
MHOM-4-16-6613	5707 FULLER Street	04/11/2016	28,000.00	1,200
Totals For Mobile Home Installation Residential : 4 Permit(s)			112,000.00	4,400

Residential Building Exterior Remodel				
RBLD-3-16-6599	2304 NEUPERT Avenue	04/01/2016	5,500.00	0
RBLD-4-16-6602	6503 ALTA VERDE ST	04/05/2016	5,500.00	0
RBLD-4-16-6615	6707 ALTA VERDE ST	04/11/2016	6,500.00	0
RBLD-4-16-6616	6707 ALTA VERDE ST	04/12/2016	6,500.00	0
RBLD-4-16-6621	4916 KELLYLAND ST	04/13/2016	6,000.00	0
RBLD-4-16-6628	5407 SUNSET ST	04/14/2016	7,490.00	0
RBLD-4-16-6632	6007 BABL LN	04/15/2016	8,000.00	0
RBLD-4-16-6634	2406 NEUPERT AVE	04/15/2016	6,000.00	0
RBLD-4-16-6635	2810 JOSEPH AVE	04/15/2016	6,000.00	0
RBLD-4-16-6636	2602 JOSEPH AVE	04/18/2016	11,925.00	0
RBLD-4-16-6645	4403 STERNBERG AVE	04/25/2016	25,554.00	0
RBLD-4-16-6647	3602 EAU CLAIRE AVE	04/24/2016	15,000.00	0
RBLD-4-16-6649	5105 SUNSET ST	04/24/2016	2,500.00	0
RBLD-4-16-6657	4113 WENONAH Drive	04/26/2016	2,600.00	0
RBLD-4-16-6660	5023 KELLYLAND ST	04/27/2016	6,000.00	0
RBLD-4-16-6661	4907 MESKER ST	04/27/2016	6,000.00	0
RBLD-4-16-6665	4907 MESKER ST	04/28/2016	0.00	0
RBLD-4-16-6666	6613 ALTA VERDE ST	04/28/2016	1,300.00	0
Totals For Residential Building Exterior Remodel : 18 Perm			128,369.00	0

Residential Building Interior Remodel				
RBLD-4-16-6601	6303 SETTER Road	04/04/2016	8,000.00	54
Totals For Residential Building Interior Remodel : 19 Perm			8,000.00	54

Residential Building New Single Family				
RBLD-4-16-6639	6308 Tower Ridge Place	04/18/2016	110,000.00	2,008
RBLD-4-16-6640	6309 TOWER RIDGE Place	04/19/2016	120,000.00	2,320
RBLD-4-16-6641	6212 VON KANEL Street	04/19/2016	120,000.00	2,320
RBLD-4-16-6655	4709 CREST RIDGE Avenue	04/25/2016	120,000.00	2,320
RBLD-4-16-6662	3102 Nick Avenue	04/27/2016	245,000.00	3,651
RBLD-4-16-6668	9705 NEWBERRY Drive	04/29/2016	392,000.00	3,824

Permit	Location Address	Issued	Valuation	Square Feet
RBLD-4-16-6670	7307 FOUNTAIN Circle	04/29/2016	180,000.00	3,238
Totals For Residential Building New Single Family : 26 Per			1,287,000.00	19,681
Sign Face Replacement Existing Business				
SIGN-4-16-6642	2707 SCHOFIELD AVE	04/20/2016	8,885.00	37
Totals For Sign Face Replacement Existing Business : 1 P			8,885.00	37
Sign New				
SIGN-4-16-6618	1803 SCHOFIELD AVE	04/12/2016	10,000.00	115
Totals For Sign New : 2 Permit(s)			10,000.00	115
Sign Special Event				
SIGN-4-16-6658	2106 Schofield Avenue	04/26/2016	0.00	24
SIGN-4-16-6659	3301 CRANBERRY BLVD	04/26/2016	0.00	15
SIGN-4-16-6664	5612 BUSINESS HIGHWAY 51	04/25/2016	0.00	15
SIGN-5-16-6688	2410 SCHOFIELD AVE	04/28/2016	0.00	18
Totals For Sign Special Event : 6 Permit(s)			0.00	72
Sprinkler/Irrigation Residential				
SPRK-4-16-6617	6206 JALEN CIR	04/12/2016	1,000.00	0
SPRK-4-16-6619	6306 QUENTIN ST	04/13/2016	2,000.00	0
Totals For Sprinkler/Irrigation Residential : 2 Permit(s)			3,000.00	0
Zoning Commercial				
T-ZONE-4-16-6654	3400 Ministry Parkway	04/27/2016	0.00	0
T-ZONE-4-16-6656	2106 Schofield Avenue	04/27/2016	0.00	0
ZONE-4-16-6622	3406 Schofield Avenue	04/15/2016	0.00	1,300
ZONE-4-16-6623	3907 SCHOFIELD AVE	04/11/2016	0.00	0
Totals For Zoning Commercial : 4 Permit(s)			0.00	1,300

STAFF REPORT ON STAFF-APPROVED CSM'S, SITE PLANS, SIGN PERMITS, COMMERCIAL ZONING PERMITS, AND CERTIFICATE OF OCCUPANCIES ISSUED SINCE LAST REPORT OF 03/30/2016:

[SIGN-4-16-6642](#) Target Stores (CVS Pharmacy), 2707 Schofield Avenue – Sign Replacement

[SIGN-4-16-6618](#) Champan Insurance, 1803 Schofield Avenue – New Sign

[SIGN-4-16-6664](#), Wausau Gun & Loan, 5612 Business Highway 51 - Special Event Sign

[SIGN-5-16-6688](#), Great Clips, 2410 Schofield Avenue – Special Event Sign

[CO-1152](#) Platinum Grafix – 5503 Schofield Avenue – Occupancy Certificate

[TCO-1155](#), Palliative Care Plant Sales, 3400 Ministry Parkway – Temporary Use Permit

[TCO-1082](#), Cellcom Customer Appreciation, 2106 Schofield Avenue – Temporary Use Permit

[ZONE-4-16-6622](#), Midwest Automotive, 3406 Schofield Avenue – Zoning Permit

[RCSM-4-16-1578](#) Higginbotham/Sedek Farms LLC – 3810 Schofield Avenue



Permit

Permit NO. **SIGN-4-16-6642**

Permit Type: **Sign**

Work Classification: **Face Replacement Exis**

Permit Status: **Final**

Issue Date: **4/20/2016**

No Expiration

Project Address 2707 SCHOFIELD AVE WESTON, WI 54476	Project Name <NONE>	Applicant Dayton Hudson Corp #364
--	-------------------------------	---

Parcel Number 19228081730958	Subdivision	Block / Lot 0 / 0	Zoning B-3
--	--------------------	-----------------------------	----------------------

Owner Information Dayton Hudson Corp #364	Address PO Box 9456 Minneapolis, MN 55444	Phone	Cell
---	--	--------------	-------------

Contractor(s) SignArt	Address 5757 Cork Street Kalamazoo MI 49048	Phone (269)381-3012	Cell	Contractor Type Sign
---------------------------------	--	-------------------------------	-------------	--------------------------------

Description of Work: Face replacement - existing business

Valuation: \$8,885.00

Total Sq Feet: 37.46

Inspection Request Line:
(715) 241 - 2616

AVAILABLE INSPECTIONS

Inspection Type:	IVR

Setbacks:

Front: ft. Rear: ft.

Left: ft. Right: ft.

FEE SUMMARY

Fees Due	Amount	Total	Amt Paid	Amt Due
Electric Wiring Fee	\$0.00		\$0.00	
Total:	\$0.00			

Payment Type:

Comments: Legally non-conforming

I HEREBY UNDERSTAND THAT THIS PERMIT DOES NOT GRANT ANY RIGHT OR PRIVILEGE TO ERECT ANY STRUCTURE OR TO USE ANY PREMISE HEREIN DESCRIBED FOR ANY PURPOSE OR IN ANY MANNER PROHIBITED BY THE VILLAGE OF WESTON ZONING ORDINANCE. SPECIAL CONDITIONS AND/OR PROVISIONS STATED ON THIS BUILDING PERMIT SUPERCEDE ANY OTHER INFORMATION PROVIDED BY THE APPLICANT, INCLUDING INFORMATION PROVIDED ON THE PLANS. I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS PERMIT AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HERIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

Signature of Owner / Applicant / Contractor / _____ Date **April 20, 2016**

Jared Wehner  _____ Date **April 20, 2016**
Issued By: Village of Weston, WI Authorized Signature

Customer Copy

SITE PLAN REQUIRED

A site plan for the property showing, at a minimum, the location of the proposed sign(s). NOTE: This includes all sandwich boards or pedestal sign, as they are considered permanent signs that may be used on a temporary basis. Please see the definitions in Section 94.13.03(2)(k); the location and specifications of all existing signs on the property and building(s); all property lines and buildings on the property; and parking areas, driveways, public roads, and buildings within 50 feet of the proposed sign and landscaping shall be submitted with this application. If the proposed sign(s) is a new wall sign, panel replacement or re-facing of an existing wall sign and no other signs exists on the property or all freestanding signs are proposed to be removed and not replaced, only then the attachment of the required site plan be waived. Some parcel information and maps may be obtained via the Marathon County Land Information Mapping System.

- Has the site plan been attached? Yes No N/A
- Does the site plan include ALL the required components listed above? Yes No N/A

FOR PROPERTIES ADJACENT TO STATE HIGHWAY 29:

A line marking a distance equal to 660 feet from the nearest right-of-way from any U.S. Highway, State Highway, or Interstate. Any sign on property within a U.S. or State Highway right-of-way or setback jurisdiction may also require approval from the WIDOT.

- Are the following requirements shown on the site plan? Yes No N/A
- Has the State of Wisconsin Department of Transportation approval been attached (if required)? Yes No N/A

DIAGRAM(S) REQUIRED

A diagram for each of the proposed signs, drawn to a recognized scale, and listing and depicting the type, height, total height (on pylon or building etc...), width, total sign square footage, square footage of each sign component, method of attachment, structural support, method of illumination, sign materials and value shall be submitted with this application. A picture showing the proposed sign superimposed over or at the proposed placement shall be submitted with this application.

- How many wall signs are being proposed? (New, replacement and re-facing) 1
- How many freestanding signs are being proposed? (New, replacement and re-facing) 0
- Will there be a sandwich board or pedestal sign (only one is allowed per business)? Yes No
- Has the diagram been attached for each proposed sign? Yes No
- Does each diagram have ALL the required components listed above? Yes No

EXISTING SIGNS

The specifications for all existing signs, which include height, width, total height on building or pylon, square footage, number of sides, type of sign, and type of illumination is to be included on a separate document with the submittal of this application. A picture of each existing sign is to be included as well.

- How many signs are existing on the subject property? 2
- Has the specifications of each existing sign been attached? Yes No N/A
- Has the picture of each existing sign been attached? Yes No N/A

BASIS FOR GRANTING AND ISSUANCE

- Has the applicant reviewed ARTICLE 13 prior to submitting this application? Yes No

Have all standards of Article 13 of the Village zoning ordinance and other applicable Village, Town, State, and Federal regulations been met? If not, please explain which standards are not met or not yet met, and why.

Are there any traffic safety, traffic visibility, sign setbacks, and structural integrity matters associated with this sign(s)? Explain which ones, or what measures have been taken to assure that these matters have been addressed.

None

Under the Village's zoning ordinance, is a conditional use permit or site plan approval required for the sign? If so, has one been granted? Conditional use permits or site plan approvals are required for certain types of signs (e.g., community information signs), where normal dimensions of certain types of signs are proposed to be exceeded (e.g., for freestanding signs in agricultural zoning districts), or for signs within certain types of developments (e.g., large scale retail).

None

REIMBURSEMENT FOR DEVELOPMENT REVIEW SERVICES

The Village Planner, Village Engineer, Public Works Director, Village Attorney, and other Village staff and consultants may expend time in the administration, investigation, and processing of development review applications. In addition, the Village may retain the services of other professional consultants—including but not limited to landscape architects, architects, environmental specialists, and recreation specialists—in the investigation and processing of such applications.

Reinforcing the requirements of Section 94.16.18(4) of the Village zoning ordinance, the signing and submittal of this application or petition for development review shall be construed as an agreement to pay for professional consulting services associated with the administration, investigation, and processing of this application or petition. The Village Administrator shall retain sole discretion in determining when and to what extent it is necessary to involve one or more professional consultants in the review of each application or petition.

The Applicant shall be responsible for the costs for such professional consulting services. The Applicant shall pay such costs upon receipt of one or more invoices from the Village, following the execution of the development review services associated with the application. In the event the Applicant fails to pay such costs, the responsibility shall pass to the property owner, if different, under the same terms. Development review fees that are assigned to the Applicant or property owner, but that are not actually paid, may then be imposed by the Village as a special charge on the affected property.

STATEMENTS OF UNDERSTANDING AND SIGNATURES

By signing and dating below, I have reviewed and understand the Village of Weston zoning ordinance and its standards of approval related to this application; read, understand, and accept my responsibilities under the reimbursement section above; submitted an application that is true, correct, and complete to the best of my knowledge; acknowledge that Village officials and/or employees may, in the performance of their functions, enter upon the subject property to inspect or gather information necessary to process this application; agree to abide by this application, approved plans, and required conditions associated with plan approval in the development of the subject property; and understand that the Village's zoning ordinance and/or the conditions of development approval may specify timeframes within which I must take certain actions related to the development of the subject property, or risk having the approval being nullified. Failing to attach the ALL OF THE REQUIRED COMPONENTS, when applicable, will result in the status of this application as incomplete. Incomplete applications will not be reviewed and shall be discarded within 30-days if the application status remains as incomplete. Any fees collected will not be refunded. ALL FINALIZED PERMITS WILL BE SENT VIA EMAIL OR BE PICKED UP AT THE MUNICIPAL CENTER. Permits will not be sent by mail. Work on the proposed project cannot begin without the issuance of a permit. Permits filed after the fact shall be subject to double the fee and a \$50.00 fine.

4-6-16

Signature of Applicant

Date

Property Owner Contractor

STAFF REVIEW

PIN: 19228081730958

Zoning: B-3 GENERAL COMMERCIAL Village ETZ

Filed After the Fact: Yes No

Fine Imposed: Yes No

Amount: \$0.00

Sign 1 Specification:

Permit No.: SIGN-4-16-6642

Width: 2'

Height: 18' 8 3/4"

Single Double

Total Square Feet: 37.46

Total Height: 12'

Sign Type: WALL

Setbacks: N/A

Value: \$8885.00

Illuminated:

Yes No

Type: LED

Sign meets requirements? Yes No Conforming Legally Non-Conforming

Conditions/Modifications for approval: AT TIME OF APPROVAL, TOTAL SQUARE FOOTAGE OF WALL SIGN EXCEEDS THE 200 SQ. FT. MAX, MAKING THE SIGNS LEGALLY NON-CONFORMING. LEGALLY NON-CONFORMING SIGNS MAY NOT BE ENLARGED OR SIGN TYPE CHANGED.

Sign 2 Specification:

Permit No.:

Width:

Height:

Single Double

Total Square Feet:

Total Height:

Sign Type:

Setbacks:

Value:

Illuminated:

Yes No

Type:

Sign meets requirements? Yes No Conforming Legally Non-Conforming

Conditions/Modifications for approval:

Sign 3 Specification:

Permit No.:

Width:

Height:

Single Double

Total Square Feet:

Total Height:

Sign Type:

Setbacks:

Value:

Illuminated:

Yes No

Type:

Sign meets requirements? Yes No Conforming Legally Non-Conforming

Conditions/Modifications for approval:

Sign 4 Specification:

Permit No.:

Width:

Height:

Single Double

Total Square Feet:

Total Height:

Sign Type:

Setbacks:

Value:

Illuminated:

Yes No

Type:

Sign meets requirements? Yes No Conforming Legally Non-Conforming

Conditions/Modifications for approval:

Janet A. Johnson

Signature of Zoning Administrator or Designee

4/20/2016

Date

Permit Number(s) SIGN-4-16-6642

Approved Denied

STAFF TIME TABLE CHECKLIST

- Pre-application conference with Planning and Development Department Staff (optional).**
Date: _____ Participants: _____

- Application and required plans filed with the Village.**
Date: _____ Received by: _____

- Application fee received by Village.**
Date: _____ Received by: _____

- Application and submitted plans verified as being complete.**
Date: _____ Reviewed by: _____

- Determination by Zoning Administrator as to whether requested sign requires approval or recommendation from another body under the zoning ordinance (e.g., conditional use permit, site plan approval). (Skip if N/A)**
Review Authority: _____ Meeting Date: _____

Action Taken: Approved as presented Approved with modifications Denied

- Zoning Administrator (or designee) action.** Designee: _____
Date: _____ Action Taken: Approved as presented Approved with modifications Denied

- Building Inspector electrical inspection.**
Date: _____ Inspection: Pass Requires Re-inspection Denied

- Applicant notified of decision.**
Date: _____ Sent by: _____

- Attached in Smart Search.**
Date: _____ Attached by: _____

- Attached and closed in Beehive.**
Date: _____ Closed by: _____



April 6, 2016

SignArt Inc.
5757 E. Cork Street
Kalamazoo, MI 49048

269.381.3012
800.422.3030
FAX 269.381.0999



www.signartinc.com

Village of Weston
Building Dept – 5500 Schofield Ave
Weston, WI 54476

**Re: Sign Permit Application
Target Pharmacy #00364
2707 Schofield Avenue
Village of Weston, WI 54476**

Dear Planning Official:

Enclosed please find our sign permit application and (3) set of drawings for the above referenced project location. The work will consist of removing the current wall channel letters and installing new letters using existing electrical only. The total square footage of the signs will be increased slightly from what is already there.

When you have reviewed the enclosed, please call or email me at (269) 381-3012 with the required permit fees or any questions or concerns you may have.

Best regards,

Colleen Colman
SignArt Inc.
269.381.3012
ccolman@signartinc.com



April 6, 2016

Village of Weston
Building Inspection Division
5500 Schofield Ave
Weston, WI 54476

Re: Target Store # 0364 -- 2707 Schofield Ave

To Whom It May Concern:

CVS Pharmacy, as a subtenant of Target Corp, is planning a sign branding project at the above referenced location.

Please accept this letter of authorization to allow SignArt, Inc. and their respective agents to coordinate the permit submittal process and assist CVS Pharmacy in obtaining municipal plan approval.

SignArt, Inc. and their agents will pull permits to install signs for the above listed location. All signs will be permitted per city code and installed by a licensed & insured professional sign installer.

This authorization is valid until June 30, 2016 and is limited solely to temporary banner signage and the replacement of existing exterior pharmacy building signage. All requirements contained in permits obtained pursuant to this authorization shall be the sole responsibility of CVS. We appreciate your assistance in assisting CVS Pharmacy in this process.

Sincerely,

A handwritten signature in black ink, appearing to read "Matt Wise", with a large, stylized flourish extending to the right.

Matt Wise
Sr. Real Estate Portfolio Manager
612-761-1548
Matt.Wise@Target.com

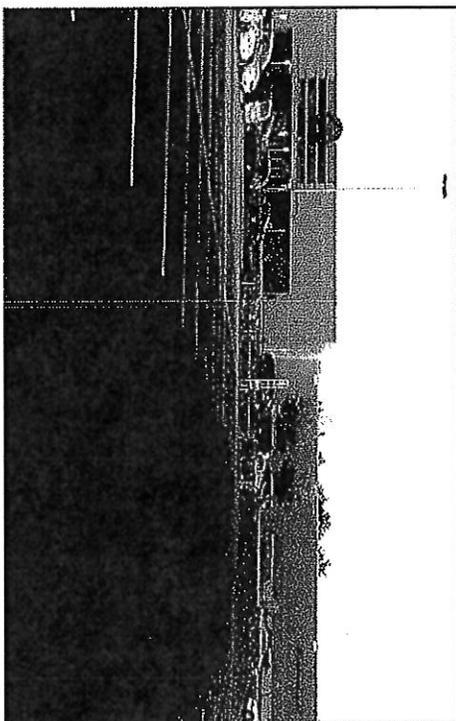
CC: CVS

SignArt

5757 E. Cork Street, Kalamazoo, MI | 269.381.3012 | signartinc.com

OFFICIAL BRAND BOOK

CVS pharmacy



Target Rollout Program / CVS Sign Conversion

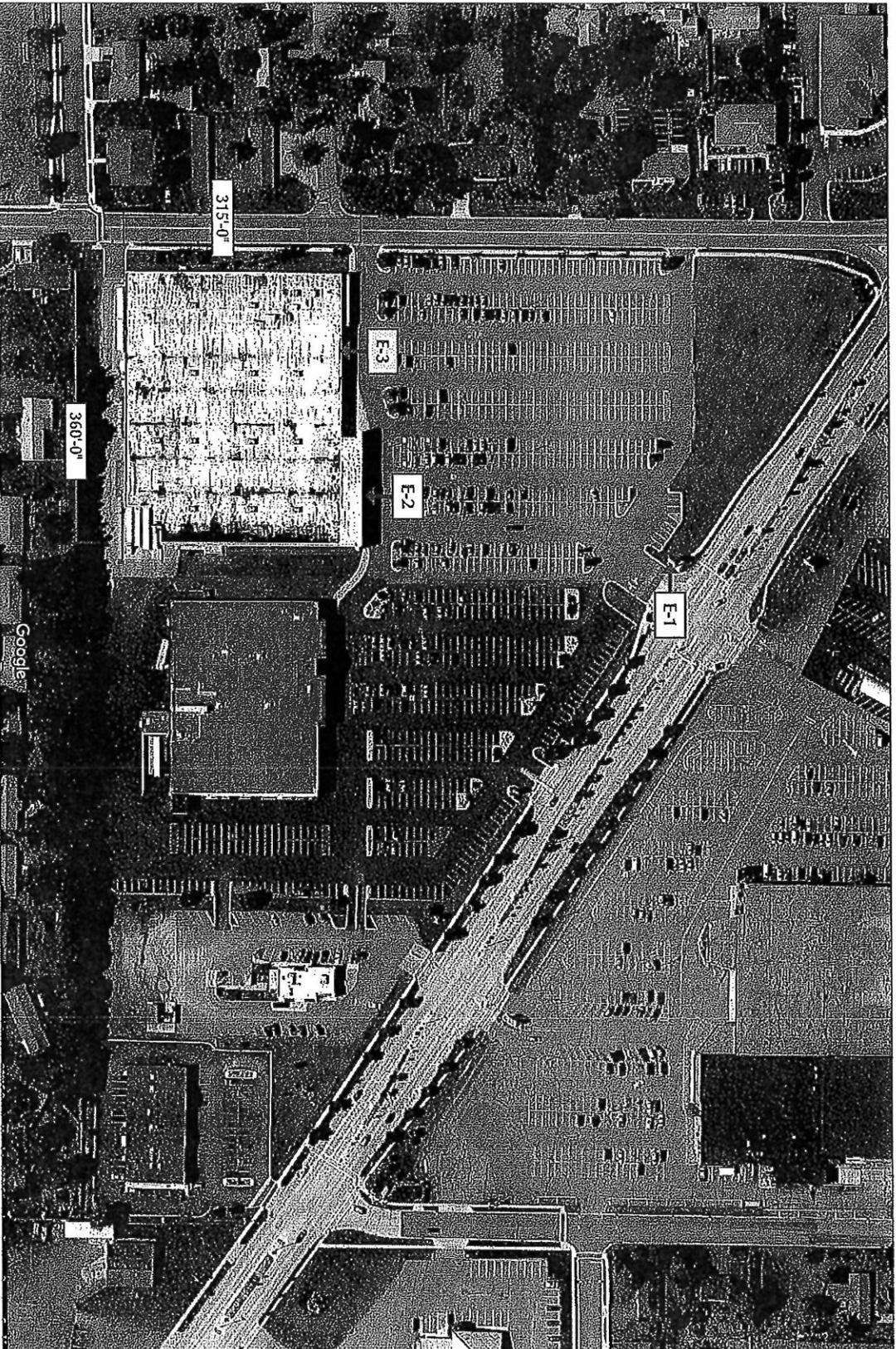
Target Store #: 0364

CVS Store #: 16142

Vendor: SignArt Inc.

**2707 Schofield Ave.
Schofield, WI**

March 9, 2016



Site Plan

Scale: None



Code Compliant Permit Timeline: 1-2 weeks

Variance Required Permit Timeline: _____

MSP Amendment Required Permit Timeline: _____

Existing Sign: 29" Channel Letters

Qty: 1

Dimensions: 2'-5" ± x 21'-3" ± = 51.15 ± Sq.Ft

Attachment Method: Flush Mounted

Sign Material: Acrylic Faces, Aluminum Returns

Illumination: Internally Illuminated

Comments: None

Proposed Sign: E-3

Type: IL-30-CL

Qty: 1

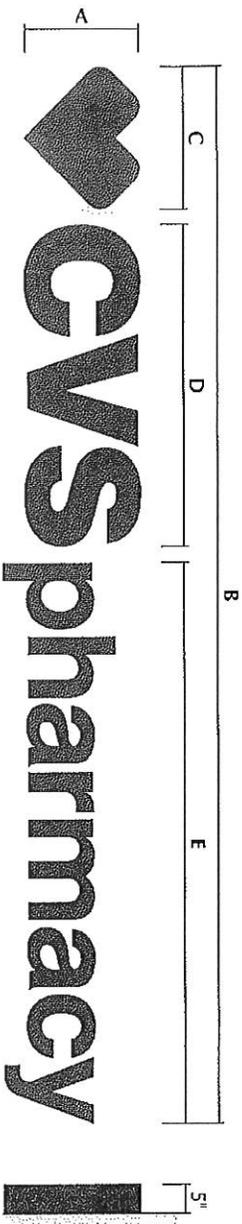
Dimensions: 2'-6" x 23'-4 1/8" = 58.53 Sq.Ft

Illumination: LED Illuminated

Comments: None

Action:

- Remove & dispose of existing "PHARMACY" Channel Letters
- Patch & Paint 100 sq/ft max
- Install New "Heart CVS pharmacy" Channel Letters

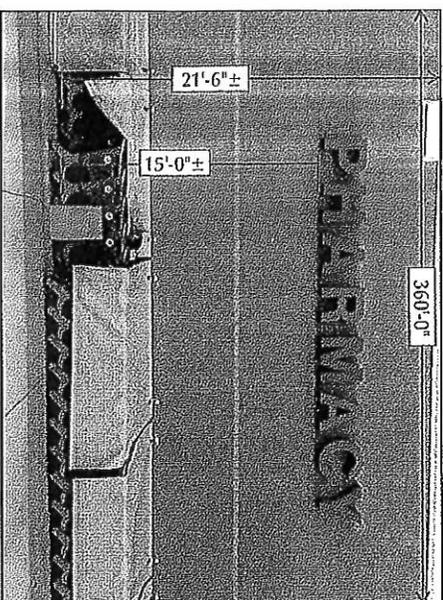


IL-30-CL FACE LIT LED ILLUMINATED CHANNEL LETTERS

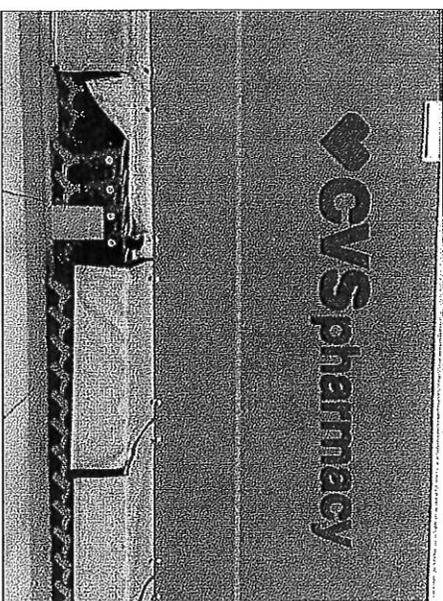
SIDE VIEW

TYPE	A	B	C	D	E	SQ.FT.
IL-30-CL	2'-6"	23'-4 1/8"	3'-1 1/8"	7'-1 1/8"	12'-5 3/8"	58.53

Existing



Proposed

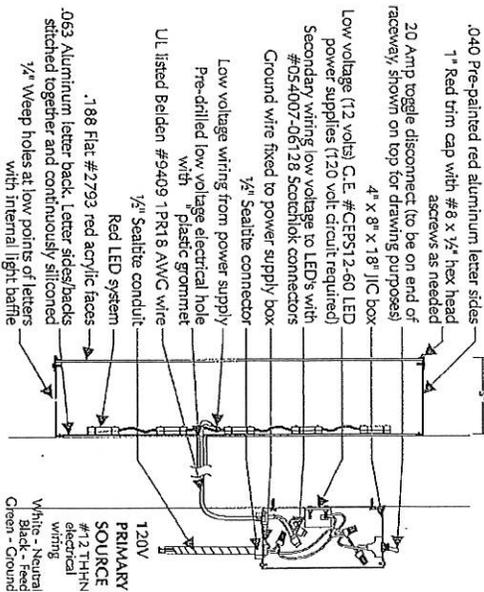


Specifications

- Chemcast 3/16" Red Acrylic Faces #2793
- 5" Deep Alumet Supply Pre-Finished Hunter Red Return
- Jewelite True Red Trim Cap
- LED Module: GE Lighting Solutions Tetra Max Red (3 LED) 2 Mod/ft \ GEMXR0-1
- Power Supply: GE Lighting Solutions - GEPS12-60U

Colors & Materials

- PMS 186 C (CVS Health Red)
- Jewelite True Red Trim Cap
- Chemcast Red Acrylic #2793
- Alumet Supply Pre-Finished Hunter Red Returns



SCALE: 1" = 1'-0"

Landlord Approval

Signature: _____
 Address: _____

Code Compliant Permit Timeline: 1-2 weeks Variance Required Permit Timeline: MSP Amendment Required Permit Timeline: _____

Existing Sign: 29" Channel Letters

Qty: 1

Dimensions: 2'-5"± x 21'-3"± = 51.15± Sq.Ft.

Attachment Method: Flush Mounted

Sign Material: Acrylic Faces, Aluminum Returns

Illumination: Internally Illuminated

Comments: None

Proposed Sign: E-3

Type: IL-24-CL

Qty: 1

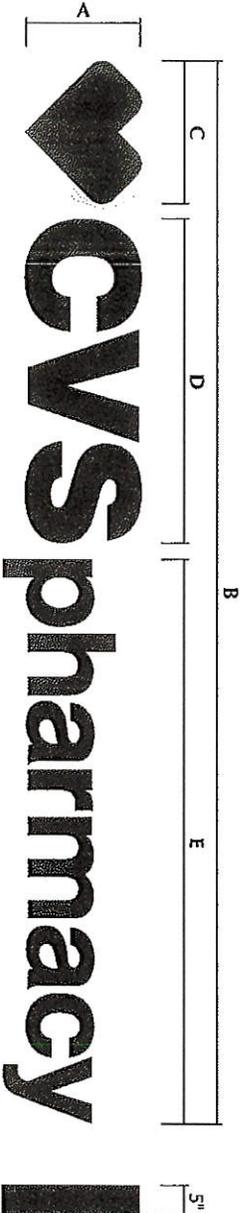
Dimensions: 2'-0" x 18'-8³/₄" = 37.46 Sq.Ft.

Illumination: LED Illuminated

Comments: None

Action:

- Remove & dispose of existing "PHARMACY" Channel Letters
- Patch & Paint 100 sq/ft max
- Install New "Heart CVS pharmacy" Channel Letters

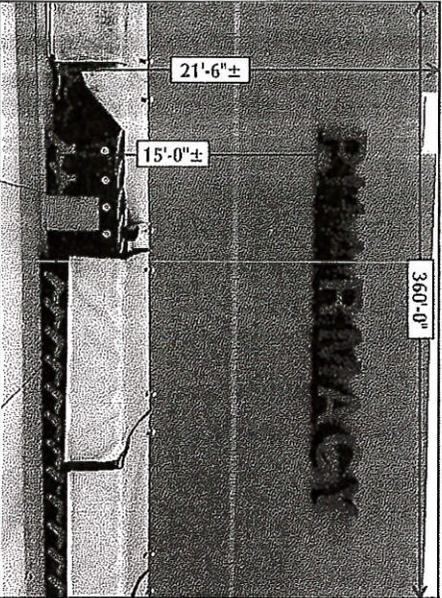


IL-24-CL FACE LIT LED ILLUMINATED CHANNEL LETTERS

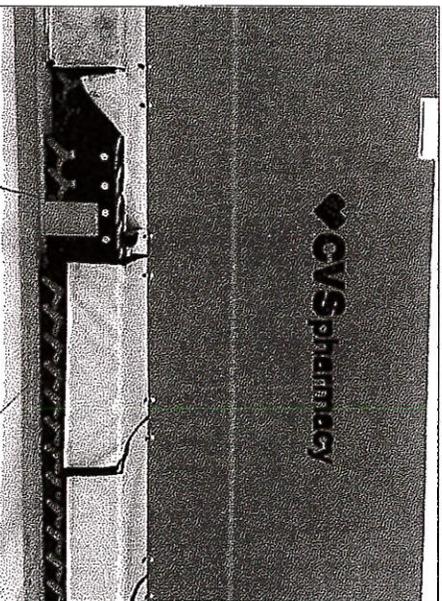
TYPE	A	B	C	D	E	SQ.FT.
IL-24-CL	2'-0"	18'-8 ³ / ₄ "	2'-6 ⁵ / ₁₆ "	5'-8 ⁷ / ₂ "	9'-11 ³ / ₈ "	37.46

SIDE VIEW

Existing



Proposed

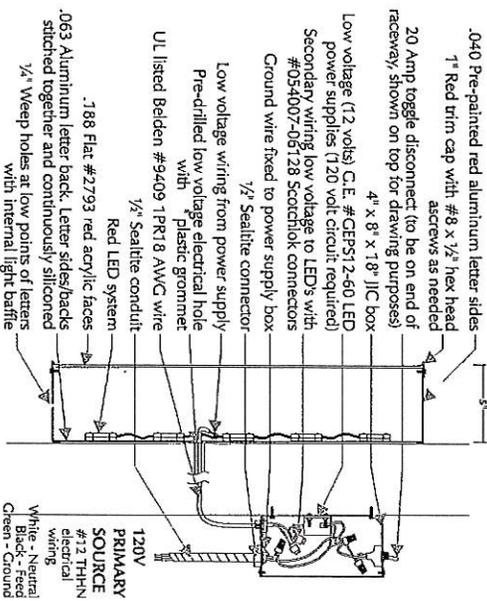


Specifications

- Chemcast 3/16" Red Acrylic Faces #2793
- 5" Deep Alumet Supply Pre-Finished Hunter Red Return
- Jewelite True Red Trim Cap
- LED Module: GE Lighting Solutions Tetra Max Red (3 LED) V2 Mod/Rt \ GEMXRD-1
- Power Supply: GE Lighting Solutions - CEP512-60U

Colors & Materials

- PMS 186 C (CVS Health Red)
- Jewelite True Red Trim Cap
- Chemcast Red Acrylic #2793
- Alumet Supply Pre-Finished Hunter Red Returns

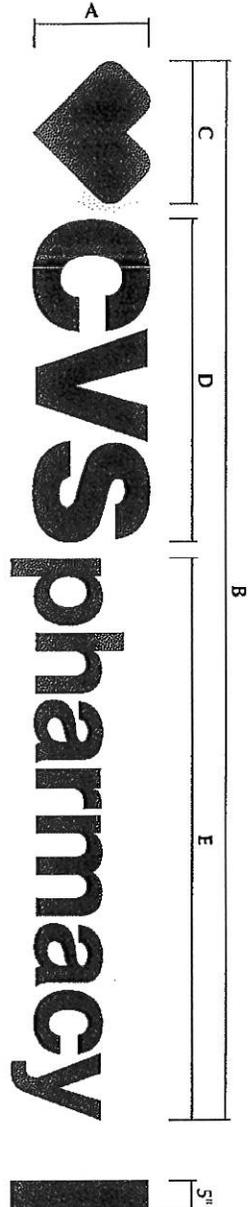


SCALE: 1" = 1'-0"

Landlord Approval

Signature: _____

Address: _____



IL-24-CL
FACE LIT LED ILLUMINATED CHANNEL LETTERS
SIDE VIEW

TYPE	A	B	C	D	E	SQ.FT.
18" x 2 1/2"	2'-0"	18'-8 3/4"	2'-6 5/16"	5'-8 1/2"	9'-11 1/8"	37.46

Specifications

- Chemcast 3/16" Red Acrylic Faces #2793
- 5" Deep Alumet Supply Pre-Finished Hunter Red Return
- Jewelite True Red Trim Cap
- LED Module: GE Lighting Solutions
- Tetra Max Red (3 LED) \ 2 Mod/Ft \ GEMXRD-1
- Power Supply: GE Lighting Solutions - CEP512-60U

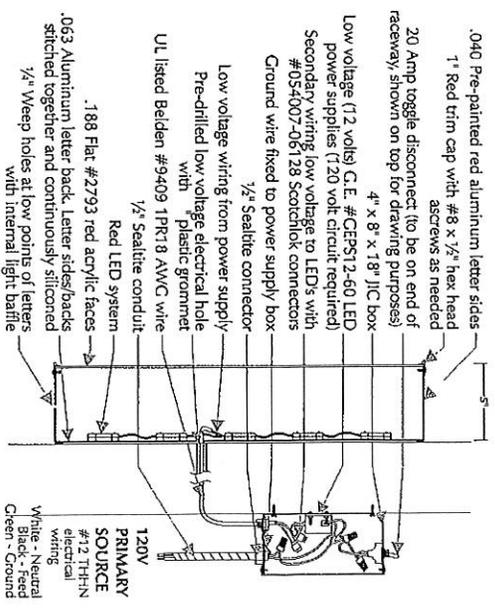
Colors & Materials

- PMS 186 C (CVS Health Red)
- Jewelite True Red Trim Cap
- Chemcast Red Acrylic #2793
- Alumet Supply Pre-Finished Hunter Red Returns

SECTION	ANCHOR TYPE	WALL TYPE
	#10 x 2" TARCON MASONRY FASTENER	CMU, BRICK
	43/8" EXPANSION ANCHOR, 2 1/2" MINIMUM EMBEDMENT	PRE-CAST CONCRETE, CONCRETE
	43/8" LAG BOLT	WOOD BLOCKING, PLYWOOD
	43/8" THREADED ROD	WOOD, CONCRETE BLOCK, EPS WALL SYSTEMS
	43/8" THREADED ROD w/ ALUMINUM OR PVC COMPRESSION SLEEVE	EPS WALL w/ FOAM INSULATION
	45/8" TOGGLE BOLT (WING OR PIVOT ROD)	GLASS LAMTE SHEATHING, PLYWOOD

MOUNTING OPTIONS

SCALE: None



SCALE: 1"=1'-0"

Landlord Approval

Signature: _____
 Address: _____



Permit

Permit NO. **SIGN-4-16-6618**

Permit Type: **Sign**

Work Classification: **New**

Permit Status: **Final**

Issue Date: **4/12/2016**

No Expiration

Project Address 1803 SCHOFIELD AVE WESTON, WI 54476	Project Name <NONE>	Applicant CHAMPAN INSURANCE
--	-------------------------------	---------------------------------------

Parcel Number 19228081840058	Subdivision	Block / Lot 0 / 0	Zoning B-3
--	--------------------	-----------------------------	----------------------

Owner Information CHAMPAN INSURANCE	Address 1803 SCHOFIELD Avenue WESTON, WI 54476	Phone 715-355-1661	Cell
---	---	------------------------------	-------------

Contractor(s) Finishing Touch Signs	Address 608 Creske Avenue Rothschild WI 54474	Phone (715)845-0500	Cell	Contractor Type None
---	--	-------------------------------	-------------	--------------------------------

Description of Work: New freestanding sign with LED variable message sign.

Valuation: \$10,000.00

Total Sq Feet: 115.2

Inspection Request Line:
(715) 241 - 2616

AVAILABLE INSPECTIONS

Inspection Type:	IVR

Setbacks:

Front: ft. Rear: ft.

Left: ft. Right: ft.

FEE SUMMARY

Fees Due	Amount	Total	Amt Paid	Amt Due
Electric Wiring Fee	\$50.00	\$165.20	\$165.20	\$0.00
New Sign Permit Fee	\$115.20			
Total:	\$165.20	Payment Type: Check / Number: 7538		

Comments: Landscaping shall be installed at the base of the sign. All VMS's shall adhere to section 94.13.04(4) [see attached].

I HEREBY UNDERSTAND THAT THIS PERMIT DOES NOT GRANT ANY RIGHT OR PRIVILEGE TO ERECT ANY STRUCTURE OR TO USE ANY PREMISE HEREIN DESCRIBED FOR ANY PURPOSE OR IN ANY MANNER PROHIBITED BY THE VILLAGE OF WESTON ZONING ORDINANCE. SPECIAL CONDITIONS AND/OR PROVISIONS STATED ON THIS BUILDING PERMIT SUPERCEDE ANY OTHER INFORMATION PROVIDED BY THE APPLICANT, INCLUDING INFORMATION PROVIDED ON THE PLANS. I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS PERMIT AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HERIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

Signature of Owner / Applicant / Contractor / _____ **April 12, 2016**
Date

Jared Wehner  _____ **April 12, 2016**
Issued By: Village of Weston, WI Authorized Signature Date

Customer Copy

- (b) May be located on public property or rights-of-way if approved by the Zoning Administrator.
- (c) May have changeable copy.
- (d) Shall conform to the visibility requirements of this Article and of Section 94.12.08(12).
- (e) Shall not be counted as adding to the area of signage on the property on which it is placed for the purposes of regulating sign area.
- (f) Shall not exceed 16 square feet in sign area per business or other destination, up to a maximum of 32 square feet if two or more businesses or other destinations are included on the same sign or if the sign is placed in public parkland (such as on an outfield fence).
- (g) Shall not exceed 10 feet in height, except where the sign is installed by a unit of government such as the Village or WisDOT.
- (h) If off-premise, may total not more than one per business, except where the sign is installed by a unit of government such as the Village or WisDOT.
- (i) If advertising or providing directions to a product or business, shall not be located within any residential or RR zoning district, except where such copy is associated with public event, public facility, or public activity sponsors or where such copy is integral to a community entrance or wayfinding sign.
- (j) May be subject to restrictions on lighting, color, duration of placement (e.g., seasonal limitations) as part of sign permit approval, provided that such restrictions are consistent with the purposes of this Article and Chapter.

[Amended via Ord. 15-021, 10/21/2015]

(4) Variable Message Signs (VMS).

- (a) Allowable Districts and Land Uses. No VMS shall be allowed within any agricultural, rural, open space, residential, or N district, or for any residential use regardless of district.
- (b) Length of Cycle. Messages and non-text images shall not change appearance more than once every 10 seconds and transitions between messages shall be via instantaneous change. Use of variable message signs for images, text, or lighting that change appearance in a manner not permitted above shall be considered prohibited flashing or animated signs. No scrolling messages are permitted.
- (c) Brightness Adjustment. All VMS shall be equipped with photosensitive equipment that automatically adjusts the brightness and contrast of the sign in direct relation to the ambient outdoor illumination. Light output shall not exceed that allowed under Section 94.12.11.
- (d) Dimensions. The illuminated or message display area of the VMS is subject to the same height and area requirements as other on-premise business signs in the zoning district. All variable message signs shall be included in the calculation of total permitted sign area for the type of on-premise business sign (wall or freestanding) and the zoning district in which the sign is located.
- (e) Maintenance. Each VMS shall be maintained so as to be able to display messages in a complete and legible manner.
- (f) Location. In addition to standard setback requirements for the applicable sign type, no VMS shall be positioned to be visible from any permitted residential use unless the sign is located at least 100 feet from said use.

(5) Window Signs.

- (a) Installation. Window signs shall be confined within the transparent area of the window and shall not encroach upon the frame, mullions, or other supporting features of the glass. All permanent window

Permanent Sign Permit

Village of Weston
Date: 03/31/2016

Permit #: SIGN-4-16-6618

Payment Type: Cash Check 7538

FULL COMPLETION OF THIS FORM IS REQUIRED FOR PROCESSING



5500 Schofield Ave
Weston, WI 54476

-- PLEASE USE THE ONLINE FILLABLE PDF --

NEW, REPLACEMENT AND RE-FACING SIGN PROJECT TYPE AND FEES

<input type="checkbox"/>	Face Replacement (Existing Business Only. No change in sign size or location)		NO FEE	
<input type="checkbox"/>	Wall Sign(s)	\$25.00 +\$1.00/ft ² over 50ft ² per sign	\$	[44/4461]
<input checked="" type="checkbox"/>	Freestanding Sign(s)	\$50.00 +\$1.00/ft ² over 50ft ² per sign	\$ <u>115.20</u>	[44/4462]
<input type="checkbox"/>	Electrical Inspection: <i>New Only</i>	\$50.00 per sign	\$ <u>50.00</u>	[44/4463]
<input type="checkbox"/>	Sandwich Board/Pedestal Sign	\$25.00 – one sign per business	\$ 25.00	[44/4464]
<input type="checkbox"/>	Panel Replacement in a Development Sign	\$25.00 per business	\$ 25.00	[44/4465]
			TOTAL FEE: \$ <u>165.20</u>	

APPLICANT INFORMATION

Business Name: Champan Insurance
Business Owner: Troy Champan
Mailing Address: 1803 Schofield Ave
Weston, WI 54476
Website: _____

Contact Name: Troy Champan
Project Address: 1803 Schofield Ave
Weston, WI 54476
Phone: (715) 355-1661
Email: _____

Property Owner: Troy Champan
Mailing Address: 1803 Schofield Ave
Weston, WI 54476
Property Zone: B-3 - General Business

Contact Name: Tara Teske
Phone: (715) 845-0500
Email: tara@ftsign.com

Current Use of Property: (Check all that apply)
 Multiple Family Residential Mixed Commercial/Residential Office
 Retail/Services Industrial/Manufacturing Institutional
 Parking Other: _____

CONTRACTOR INFORMATION

Sign Contractor: Finishing Touch Signs
Address: 608 Creske Ave
Rothschild, WI 54474

Contact Name: Tara Teske
Phone: (715) 845-0500
Email: tara@ftsign.com

SITE PLAN REQUIRED

A site plan for the property showing, at a minimum, the location of the proposed sign(s). **NOTE:** This includes all sandwich boards or pedestal sign, as they are considered permanent signs that may be used on a temporary basis. Please see the definitions in Section 94.13.03(2)(k); the location and specifications of all existing signs on the property and building(s); all property lines and buildings on the property; and parking areas, driveways, public roads, and buildings within 50 feet of the proposed sign and landscaping shall be submitted with this application. If the proposed sign(s) is a new wall sign, panel replacement or re-facing of an existing wall sign and no other signs exists on the property or all freestanding signs are proposed to be removed and not replaced, only then the attachment

of the required site plan be waived. Some parcel information and maps may be obtained via the [Marathon County Land Information Mapping System](#).

- Has the site plan been attached? Yes No N/A
Does the site plan include ALL the required components listed above? Yes No N/A

FOR PROPERTIES ADJACENT TO STATE HIGHWAY 29:

A line marking a distance equal to 660 feet from the nearest right-of-way from any U.S. Highway, State Highway, or Interstate. Any sign on property within a U.S. or State Highway right-of-way or setback jurisdiction may also require approval from the WIDOT.

- Are the following requirements shown on the site plan? Yes No N/A
Has the State of Wisconsin Department of Transportation approval been attached (if required)? Yes No N/A

DIAGRAM(S) REQUIRED

A diagram for each of the proposed signs, drawn to a recognized scale, and listing and depicting the type, height, total height (on pylon or building etc...), width, total sign square footage, square footage of each sign component, method of attachment, structural support, method of illumination, sign materials and value shall be submitted with this application. A picture showing the proposed sign superimposed over or at the proposed placement shall be submitted with this application.

- How many wall signs are being proposed? (New, replacement and re-facing) 0
How many freestanding signs are being proposed? (New, replacement and re-facing) 1
Will there be a sandwich board or pedestal sign (*only one is allowed per business*)? Yes No
Has the diagram been attached for each proposed sign? Yes No
Does each diagram have ALL the required components listed above? Yes No

EXISTING SIGNS

The specifications for all existing signs, which include height, width, total height on building or pylon, square footage, number of sides, type of sign, and type of illumination is to be included on a separate document with the submittal of this application. A picture of each existing sign is to be included as well.

- How many signs are existing on the subject property? 1
Has the specifications of each existing sign been attached? Yes No N/A
Has the picture of each existing sign been attached? Yes No N/A

BASIS FOR GRANTING AND ISSUANCE

- Has the applicant reviewed **ARTICLE 13** prior to submitting this application? Yes No

Have all standards of Article 13 of the Village zoning ordinance and other applicable Village, Town, State, and Federal regulations been met? If not, please explain which standards are not met or not yet met, and why.

Yes

Are there any traffic safety, traffic visibility, sign setbacks, and structural integrity matters associated with this sign(s)? Explain which ones, or what measures have been taken to assure that these matters have been addressed.

No

Under the Village's zoning ordinance, is a conditional use permit or site plan approval required for the sign? If so, has one been granted? Conditional use permits or site plan approvals are required for certain types of signs (e.g., community information signs), where normal dimensions of certain types of signs are proposed to be exceeded (e.g., for freestanding signs in agricultural zoning districts), or for signs within certain types of developments (e.g., large scale retail).

REIMBURSEMENT FOR DEVELOPMENT REVIEW SERVICES

The Village Planner, Village Engineer, Public Works Director, Village Attorney, and other Village staff and consultants may expend time in the administration, investigation, and processing of development review applications. In addition, the Village may retain the services of other professional consultants—including but not limited to landscape architects, architects, environmental specialists, and recreation specialists—in the investigation and processing of such applications.

Reinforcing the requirements of Section 94.16.18(4) of the Village zoning ordinance, the signing and submittal of this application or petition for development review shall be construed as an agreement to pay for professional consulting services associated with the administration, investigation, and processing of this application or petition. The Village Administrator shall retain sole discretion in determining when and to what extent it is necessary to involve one or more professional consultants in the review of each application or petition.

The Applicant shall be responsible for the costs for such professional consulting services. The Applicant shall pay such costs upon receipt of one or more invoices from the Village, following the execution of the development review services associated with the application. In the event the Applicant fails to pay such costs, the responsibility shall pass to the property owner, if different, under the same terms. Development review fees that are assigned to the Applicant or property owner, but that are not actually paid, may then be imposed by the Village as a special charge on the affected property.

STATEMENTS OF UNDERSTANDING AND SIGNATURES

By signing and dating below, I have reviewed and understand the Village of Weston zoning ordinance and its standards of approval related to this application; read, understand, and accept my responsibilities under the reimbursement section above; submitted an application that is true, correct, and complete to the best of my knowledge; acknowledge that Village officials and/or employees may, in the performance of their functions, enter upon the subject property to inspect or gather information necessary to process this application; agree to abide by this application, approved plans, and required conditions associated with plan approval in the development of the subject property; and understand that the Village's zoning ordinance and/or the conditions of development approval may specify timeframes within which I must take certain actions related to the development of the subject property, or risk having the approval being nullified. Failing to attach the ALL OF THE REQUIRED COMPONENTS, when applicable, will result in the status of this application as incomplete. Incomplete applications will not be reviewed and shall be discarded within 30-days if the application status remains as incomplete. Any fees collected will not be refunded. ALL FINALIZED PERMITS WILL BE SENT VIA EMAIL OR BE PICKED UP AT THE MUNICIPAL CENTER. Permits will not be sent by mail. Work on the proposed project cannot begin without the issuance of a permit. Permits filled after the fact shall be subject to double the fee and a \$50.00 fine.



Signature of Applicant

03/31/2016

Date

Property Owner Contractor

STAFF REVIEW

PIN: 19228081840058

Zoning: B-3 GENERAL BUSINESS Village ETZ

Filed After the Fact: Yes No

Fine Imposed: Yes No

Amount: \$0.00

Sign 1 Specification:

Permit No.: SIGN-4-16-6618

Width: 120.5" Height: 70.75" Single Double Total Square Feet: 115.2

Total Height: 112" Sign Type: FREESTANDING Setbacks: 112"

Value: \$10,000 Illuminated: Yes No Type: LED AND VMS

Sign meets requirements? Yes No Conforming Legally Non-Conforming

Conditions/Modifications for approval: ALL VMS SIGNS SHALL ADHERE TO SECTION 94.13.04 (4) "VARIABLE MESSAGE SIGNS," WHICH IS ATTACHED.

Sign 2 Specification:

Permit No.: _____

Width: _____ Height: _____ Single Double Total Square Feet: _____

Total Height: _____ Sign Type: _____ Setbacks: _____

Value: _____ Illuminated: Yes No Type: _____

Sign meets requirements? Yes No Conforming Legally Non-Conforming

Conditions/Modifications for approval: _____

Sign 3 Specification:

Permit No.: _____

Width: _____ Height: _____ Single Double Total Square Feet: _____

Total Height: _____ Sign Type: _____ Setbacks: _____

Value: _____ Illuminated: Yes No Type: _____

Sign meets requirements? Yes No Conforming Legally Non-Conforming

Conditions/Modifications for approval: _____

Sign 4 Specification:

Permit No.: _____

Width: _____ Height: _____ Single Double Total Square Feet: _____

Total Height: _____ Sign Type: _____ Setbacks: _____

Value: _____ Illuminated: Yes No Type: _____

Sign meets requirements? Yes No Conforming Legally Non-Conforming

Conditions/Modifications for approval: _____


Signature of Zoning Administrator or Designee

4/12/2016
Date

Permit Number(s) SIGN-4-16-6618

Approved Denied

Finishing Touch Signs

723 S. 72nd Avenue Wausau, WI
715-845-0500
ftsign.com

Client:
Chapman Insurance
Wausau, WI

120.5"

SIGN SPECIFICATIONS
* raise existing cabinet to make room for EMC
* EMC dimensions APX 112.5" x 27" x 18"
* two sided single color EMC display

57.0 sq ft

total touch side

FT

CHAMPAN
INSURANCE

AUTO • HOME • COMMERCIAL • LIFE



Erie
Insurance®
Above all in SERVICE™

Welcome To
Chapman Insurance



48 sq ft →

218 sq ft →

43.75"

27"

Job Number
14323

THIS AGREEMENT IS CONSIDERED
ACCEPTANCE OF THE GOOD WORTH
REPRESENTATION OF FINISHING TOUCH AND MUST BE
RETURNED TO THEM

Customer: **Chapman Insurance**
Sales Rep: **Dawid Gula**

Date: **07/2/15**
Revision: **Date:**

FINAL DRAWING APPROVAL
These drawings will be released to manufacturing once signed and returned.
Any detail or dimension changes will carry fabrication and incur extra charges.
ONCE THE DESIGN IS PROVIDED FINISHING TOUCH WILL NOT BE RESPONSIBLE FOR ERRORS

COLORS SHOWN FOR REPRESENTATION
ONLY. ACTUAL PRINT OR VITE QUALITIES
MAY NOT MATCH INK COLORS ON LAYOUT

STAFF TIME TABLE CHECKLIST

- Pre-application conference with Planning and Development Department Staff (optional).**
Date: _____ Participants: _____

- Application and required plans filed with the Village.**
Date: _____ Received by: _____

- Application fee received by Village.**
Date: _____ Received by: _____

- Application and submitted plans verified as being complete.**
Date: _____ Reviewed by: _____

- Determination by Zoning Administrator as to whether requested sign requires approval or recommendation from another body under the zoning ordinance (e.g., conditional use permit, site plan approval). (Skip if N/A)**
Review Authority: _____ Meeting Date: _____

Action Taken: Approved as presented Approved with modifications Denied

- Zoning Administrator (or designee) action.** Designee: _____
Date: _____ Action Taken: Approved as presented Approved with modifications Denied

- Building Inspector electrical inspection.**
Date: _____ Inspection: Pass Requires Re-inspection Denied

- Applicant notified of decision.**
Date: _____ Sent by: _____

- Attached in Smart Search.**
Date: _____ Attached by: _____

- Attached and closed in Beehive.**
Date: _____ Closed by: _____



Permit

Permit NO. **SIGN-4-16-6664**

Permit Type: **Sign**

Work Classification: **Special Event**

Permit Status: **Active**

Issue Date: **4/25/2016**

Expiration: **05/25/2016**

Project Address 5612 BUSINESS HIGHWAY 51 WESTON, WI 54476	Project Name <NONE>	Applicant Wausau Gun & Loan, Inc
--	-------------------------------	--

Parcel Number 19228081830037	Subdivision	Block / Lot 0 / 0	Zoning B-3
--	--------------------	-----------------------------	----------------------

Owner Information Wausau Gun & Loan, Inc	Address 7988 Landing Road Eland, WI 54427	Phone	Cell
--	--	--------------	-------------

Contractor(s)	Address	Phone	Cell	Contractor Type

Description of Work:
Temporary Sign Permit For Business Related
Message. 30 Day Limit

Valuation: \$0.00

Total Sq Feet: 15

Inspection Request Line:
(715) 241 - 2616

AVAILABLE INSPECTIONS

Inspection Type:	IVR

Setbacks:

Front: ft. Rear: ft.

Left: ft. Right: ft.

FEE SUMMARY

Fees Due	Amount	Total	Amt Paid	Amt Due
Special Event Sign Permit Fee	\$25.00	\$25.00	\$25.00	\$0.00
Total:	\$25.00			

Payment Type: Check / Number: 10415

Comments: Temporary Commercial Sign

I HEREBY UNDERSTAND THAT THIS PERMIT DOES NOT GRANT ANY RIGHT OR PRIVILEGE TO ERECT ANY STRUCTURE OR TO USE ANY PREMISE HEREIN DESCRIBED FOR ANY PURPOSE OR IN ANY MANNER PROHIBITED BY THE VILLAGE OF WESTON ZONING ORDINANCE. SPECIAL CONDITIONS AND/OR PROVISIONS STATED ON THIS BUILDING PERMIT SUPERCEDE ANY OTHER INFORMATION PROVIDED BY THE APPLICANT, INCLUDING INFORMATION PROVIDED ON THE PLANS. I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS PERMIT AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HERIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

Signature of Owner / Applicant / Contractor / April 27, 2016
Date

Roman Maguire
Issued By: Village of Weston, WI

Authorized Signature

April 27, 2016
Date

Customer Copy



Permit

Permit NO. **SIGN-4-16-6664**

Permit Type: **Sign**

Work Classification: **Special Event**

Permit Status: **Active**

Issue Date: **4/25/2016**

Expiration: **05/25/2016**

Project Address 5612 BUSINESS HIGHWAY 51 WESTON, WI 54476	Project Name <NONE>	Applicant Wausau Gun & Loan, Inc
--	-------------------------------	--

Parcel Number 19228081830037	Subdivision	Block / Lot 0 / 0	Zoning B-3
--	--------------------	-----------------------------	----------------------

Owner Information Wausau Gun & Loan, Inc	Address 7988 Landing Road Eland, WI 54427	Phone	Cell
--	--	--------------	-------------

Contractor(s)	Address	Phone	Cell	Contractor Type

Description of Work:

Valuation: \$0.00
Total Sq Feet: 15

Inspection Request Line:
(715) 241 - 2616

AVAILABLE INSPECTIONS

Inspection Type:	IVR

Setbacks:

Front: ft. Rear: ft.
Left: ft. Right: ft.

FEE SUMMARY

Fees Due	Amount	Total	Amt Paid	Amt Due
Special Event Sign Permit Fee	\$25.00	\$25.00	\$25.00	\$0.00
Total:	\$25.00			

Payment Type: Check / Number: 10415

Comments: Temporary Commercial Sign

I HEREBY UNDERSTAND THAT THIS PERMIT DOES NOT GRANT ANY RIGHT OR PRIVILEGE TO ERECT ANY STRUCTURE OR TO USE ANY PREMISE HEREIN DESCRIBED FOR ANY PURPOSE OR IN ANY MANNER PROHIBITED BY THE VILLAGE OF WESTON ZONING ORDINANCE. SPECIAL CONDITIONS AND/OR PROVISIONS STATED ON THIS BUILDING PERMIT SUPERCEDE ANY OTHER INFORMATION PROVIDED BY THE APPLICANT, INCLUDING INFORMATION PROVIDED ON THE PLANS. I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS PERMIT AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HERIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

Signature of Owner / Applicant / Contractor / _____ **April 27, 2016**
Date

Roman Maguire _____ **April 27, 2016**
Issued By: Village of Weston, WI Authorized Signature Date

Office Copy



Permit

Permit NO. **SIGN-5-16-6688**

Permit Type: **Sign**

Work Classification: **Special Event**

Permit Status: **Final**

Issue Date: **4/28/2016**

Expiration: **05/28/2016**

Project Address 2410 SCHOFIELD AVE WESTON, WI 54476	Project Name <NONE>	Applicant Great Clips
---	-------------------------------------	---------------------------------

Parcel Number 19228081810052	Subdivision	Block / Lot 0 / 0	Zoning
--	-------------	-----------------------------	--------

Owner Information Family Video Movie Club Inc	Address 1022 Adams Springfield, IL 62703	Phone	Cell
---	--	-------	------

Contractor(s)	Address	Phone	Cell	Contractor Type

Description of Work: **Temporary on-building banner**

Valuation: **\$0.00**

Total Sq Feet: **18**

Inspection Request Line:
[\(715\) 241 - 2616](tel:(715)241-2616)

AVAILABLE INSPECTIONS

Inspection Type:	IVR

Setbacks:

Front: ft. Rear: ft.

Left: ft. Right: ft.

FEE SUMMARY

Fees Due	Amount	Total	Amt Paid	Amt Due
Special Event Sign Permit Fee	\$25.00	\$25.00	\$25.00	\$0.00
Total:	\$25.00			

Payment Type: Check / Number: 1588

Comments:
30-day approval

I HEREBY UNDERSTAND THAT THIS PERMIT DOES NOT GRANT ANY RIGHT OR PRIVILEGE TO ERECT ANY STRUCTURE OR TO USE ANY PREMISE HEREIN DESCRIBED FOR ANY PURPOSE OR IN ANY MANNER PROHIBITED BY THE VILLAGE OF WESTON ZONING ORDINANCE. SPECIAL CONDITIONS AND/OR PROVISIONS STATED ON THIS BUILDING PERMIT SUPERCEDE ANY OTHER INFORMATION PROVIDED BY THE APPLICANT, INCLUDING INFORMATION PROVIDED ON THE PLANS. I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS PERMIT AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HERIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

Signature of Owner / Applicant / Contractor / _____ Date **May 03, 2016**

Jared Wehner
Issued By: Village of Weston, WI

Jared Wehner
Authorized Signature

_____ Date **May 03, 2016**

Customer Copy

Temporary Sign

Permit

Village of Weston

Date: 4/28/2016

Permit #: SIGN-5-16-6688

Payment Type: Cash Check 1588

FULL COMPLETION OF THIS FORM IS REQUIRED FOR PROCESSING



5500 Schofield Ave
Weston, WI 54476

-- PLEASE USE THE ONLINE FILLABLE PDF --

TEMPORARY SIGN TYPE AND FEE

<input checked="" type="checkbox"/> Commercial Signs or Banners	\$ 25.00	[44/4465]
<input type="checkbox"/> Variable Message Sign (VMS)	\$ 25.00	[44/4465]
<input type="checkbox"/> Over Street Banners	\$ 25.00	[44/4465]

TEMPORARY SIGN ORDINANCE

The following allowable temporary signs DO NOT require a Temporary Sign Permit, but shall be subject to the regulations as stated:

Real Estate Signs. Within each residential and rural and open space zoning district, only one on premise real estate sign is permitted. Such sign shall be removed within 30 days of the sale or lease of the single space it is advertising or of the sale or lease of 90 percent of the total land or space available for sale or lease on the property. Such signs shall not be located in the public right-of-way, shall not exceed 12 square feet in area and 6 feet in height in residential, rural and open space zoning districts, and 64 square feet in area and 12 feet in height in all other districts. No off-premise real estate signs, such as "open house" signs, are permitted.

Construction or Project Identification Signs. Such signs shall be erected no sooner than the beginning of work for which a valid building or demolition permit has been issued, and shall be removed within 30 days of completion of such work. Construction or project identification signs shall not exceed 64 square feet in area and 12 feet in height.

Price or Temporary Item Signs. Signs that advertise the price of products or services offered on the premises or of special temporary goods or services being sold or offered, up to 6 square feet in area per sign face for each double sided sign, not illuminated, no more than two signs per street frontage, and no closer than five feet to any property lines. Each price or temporary sign must be removed within 24 hours of the special being sold or offered, and within 30 days of its placement on the property in any case. Any temporary sign not meeting these limitations but serving a similar purpose shall instead be classified as a temporary commercial sign or banner.

Temporary Individual Residential Signs. Not larger than 6 square feet each, to advertise garage sales, yard sales, or similar merchandise sales during the time the sale is taking place. Such signs shall not be erected more than 1 day before the event and shall be removed within 1 day after the event.

Temporary Signs for Events of Public Interest. For a temporary event of public interest hosted by and/or held at a governmental entity, community organization, or institutional facility (e.g., farmers market, fair operated by a nonprofit organization), two signs of up to 32 square feet each may be located upon the site of the event. Additional off-premise signs shall be allowed, up to one per premise, and up to 9 square feet per sign. Temporary Signs for Events of Public Interest shall not be erected more than 30 days before the event and shall be removed within 7 days after the event.

Political/Election Signs. Temporary political signs are permitted without restriction so long as they locate per the requirements of this Article, including not being allowed within the public right-of-way. Signs promoting a candidate or position on an issue for an upcoming election may not be placed in a manner that would impede vehicular or pedestrian safety, must be outside of required vision triangles, and must meet the requirements of Wis. Stat. Chapter 12. Signs related to an election or referendum may be erected no earlier than the first day of circulation of nomination papers for candidates for office, in the case of an election; or the date on which a referendum question is submitted to the electors, in the case of a referendum. All such signs must be removed within 7 days after any election or referendum to which they relate.

Personal Greeting or Congratulatory Signs. Permitted for up to 7 days, with such signs not greater than 8 feet in height if ground-mounted, nor extending above the roof line if building mounted.

Temporary Window Signs. Signs temporarily affixed to the inside of a window that advertise commercial situations relating to goods or services sold on premises shall be allowed without restriction on quantity or coverage, provided that they do not interfere with other State and Federal code requirements or public, health, safety, or welfare.

The following temporary signs require a Temporary Sign Permit and shall be subject to the regulations as stated.

Temporary Commercial Signs and Banners. For sales, limited time offers, grand openings, or other special events only, with such signs not greater than 8 feet in height if ground-mounted, nor extending above the roof line if building mounted. Except as may be allowed below or by site plan approval under Section 94.16.09, no single use is permitted to display more than one temporary commercial sign or banner at a single time and no single lot is permitted to display more than two temporary commercial signs and banners at a single time. No temporary commercial sign or banner shall be placed on a lot for greater than 30 consecutive days (14 days for any variable message sign (VMS)), up to five times per calendar year. An advertising vehicle sign is not a permitted temporary commercial sign, but a mobile sign is permitted. A sign permit shall be required for a temporary sign serving this purpose.

Over-street Banners for Events of Public Interest. Banners promoting public events of Village-wide interest displayed over a public street, alley, or highway, when approved by the Zoning Administrator. Such signs shall not be erected more than 30 days before the event and shall be removed within 7 days after the event. A sign permit shall be required for a temporary sign serving this purpose. The Zoning Administrator may also require the sponsoring person, firm, organization, or corporation to provide a certificate of liability insurance with the Village named as an additional insured.

Park Street Companies **APPLICANT INFORMATION**

Business Name: Great Clips Contact Name: Chris Malm
 Business Owner: Chris Malm Project Address: 2410 Schofield Ave.
 Mailing Address: P.O. Box 35 Weston, WI 54476
Merrill, WI 54452 Phone: 715-218-2591
 Website: _____ Email: malmca@msn.com

Property Owner: Family Video Movie Club Contact Name: _____
 Mailing Address: _____ Phone: _____
 _____ Email: _____

Property Zone: Select Zoning Designation

Current Use of Property: Multiple Family Residential Mixed Commercial/Residential Office
 (Check all that apply) Retail/Services Industrial/Manufacturing Institutional
 Parking Other: _____

CONTRACTOR INFORMATION (VMS ONLY)

Sign Contractor: None Contact Name: _____
 Address: _____ Phone: _____
 _____ Email: _____

SITE PLAN REQUIRED

A site plan for the property showing, at a minimum, the location of the proposed sign(s). **NOTE:** This includes all sandwich boards or pedestal sign, as they are considered permanent signs that may be used on a temporary basis. Please see the definitions in Section 94.13.03(2)(k); the location and specifications of all existing signs on the property and building(s); all property lines and buildings on the property; and parking areas, driveways, public roads, shall be submitted with this application. If the proposed sign(s) is a banner sign that is being placed on the exterior wall, only then the attachment of the required site plan be waived. Some parcel information and maps may be obtained via the [Marathon County Land Information Mapping System](#).

Has the site plan been attached? Yes No N/A
 Does the site plan include ALL the required components listed above? Yes No N/A

DIAGRAM(S) REQUIRED

A diagram for each of the proposed signs, drawn to a recognized scale, and listing and depicting the type, height, total height (on pylon or building etc...), width, total sign square footage, square footage of each sign component, method of attachment, structural support, method of illumination, sign materials and value shall be submitted with this application. A picture showing the proposed sign superimposed over or at the proposed placement shall be submitted with this application.

Has the diagram been attached for each proposed sign?

Yes No

Does each diagram have ALL the required components listed above?

Yes No

Start Date: April 29, 2016 End Date: May 4, 2016

Sign Message: \$6.99 Great Haircut Sale - 3'x6' Banner attached to building fascia.

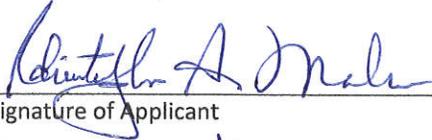
BASIS FOR GRANTING AND ISSUANCE

Are there any traffic safety, traffic visibility, sign setbacks, and structural integrity matters associated with this sign(s)? Explain which ones, or what measures have been taken to assure that these matters have been addressed.

No

STATEMENTS OF UNDERSTANDING AND SIGNATURES

By signing and dating below, I have reviewed and understand the Village of Weston zoning ordinance and its standards of approval related to this application; read, understand, and accept my responsibilities under the reimbursement section above; submitted an application that is true, correct, and complete to the best of my knowledge; acknowledge that Village officials and/or employees may, in the performance of their functions, enter upon the subject property to inspect or gather information necessary to process this application; agree to abide by this application, approved plans, and required conditions associated with plan approval in the development of the subject property; and understand that the Village's zoning ordinance and/or the conditions of development approval may specify timeframes within which I must take certain actions related to the development of the subject property, or risk having the approval being nullified. **Failing to attach the ALL OF THE REQUIRED COMPONENTS, when applicable, will result in the status of this application as incomplete. Incomplete applications will not be reviewed and shall be discarded within 30-days if the application status remains as incomplete. Any fees collected will not be refunded. ALL FINALIZED PERMITS WILL BE SENT VIA EMAIL OR BE PICKED UP AT THE MUNICIPAL CENTER. Permits will not be sent by mail.** Work on the proposed project cannot begin without the issuance of a permit. Permits filled after the fact shall be subject to double the fee and a \$50.00 fine.


Signature of Applicant

4/28/16
Date

Property Owner Business Owner Contractor

STAFF REVIEW

PIN: 19228081810052 Zoning: B-3 w/ D-CC OVERLAY Village ETZ
Filed After the Fact: Yes No Fine Imposed: Yes No Amount: \$0.00

Sign Specification:

Permit No.: _____

Width: 6' Height: 3' Single Double Total Square Feet: 18
Total Height: 8' Sign Type: Standard VMS OTS Banner Setbacks: N/A
Sign meets requirements? Yes No

Conditions/Modifications for approval: 30-DAY APPROVAL. APPROVED AS OF APRIL 29, 2016.


Signature of Zoning Administrator or Designee

5/3/2016
Date

Permit Number(s) SIGN-5-16-6688 Approved Denied

STAFF TIME TABLE CHECKLIST

- Pre-application conference with Planning and Development Department Staff (optional).**
Date: _____ Participants: _____

- Application and required plans filed with the Village.**
Date: _____ Received by: _____

- Application fee received by Village.**
Date: _____ Received by: _____

- Application and submitted application verified as being complete.**
Date: _____ Reviewed by: _____

- Zoning Administrator (or designee) action.** Designee: _____
Date: _____ Action Taken: Approved as presented Approved with modifications Denied

- Applicant notified of decision.**
Date: _____ Sent by: _____

- Attached in Smart Search.**
Date: _____ Attached by: _____

- Attached and closed in Beehive.**
Date: _____ Closed by: _____

April 14, 2016



VIA E-MAIL ONLY

Christopher Baer
Platinum Grafix, LLC
308 N 57th Street
Wausau, WI 54403
platgrafix@gmail.com

Re: Approved Commercial Occupancy Certificate

Dear Christopher,

I apologize that I am just now getting this to you for your records. Attached is your approved Commercial Occupancy Certificate (CO-1152).

We wish your business well! The Village of Weston is happy to help promote all businesses in Weston. If you have something (business announcement) that we can share on our website, Facebook, This Week in Weston, etc., please e-mail Renee Hodell or Heather Meliska (as noted below), who can share your information with the public. Also, the Village of Weston mails out a hard copy newsletter, called "Weston Wire", every two months. Businesses can advertise within this newsletter for a small price. I have a flyer related to this attached for your use.

If you have any questions or concerns, please feel free to e-mail me (vparker@westonwi.gov) or the general Planning & Development Department (PlanDev@westonwi.gov), or you can call our office at (715) 359-6114.

Sincerely,

Valerie Parker
Planning Technician
Planning & Development Department

Cc: Travis Hoffmann, LLC, travis@elitecustomcabinetry.com

Commercial Occupancy Review Team:

Director of Planning & Development, Jennifer Higgins, jhiggins@westonwi.gov

Building Inspector, Scott Tatro, statro@westonwi.gov

Assistant Planner, Jared Wehner, jwehner@westonwi.gov

Fire Inspector, Marty Christiansen, SAFER District, mchristiansen@saferdistrict.org

Fire Chief, Matt Savage, SAFER District, msavage@saferdistrict.org

Police Chief, Wally Sparks, Everest Metro Police Department, wally.sparks@co.marathon.wi.us

Village Assessor, Greg Schmidt, schmidtgregd@gmail.com

Weston Utility Clerk, Donna Van Swol, dvanswol@westonwi.gov

Taxpayer Relations Coordinator, Renee Hodell, rhodell@westonwi.gov

Communications Specialist, Heather Meliska, hmeliski@westonwi.gov

Weston Municipal Center

5500 Schofield Avenue • Weston, WI 54476 • Phone: (715) 359-6114 • Fax: (715) 359-6117

www.westonwi.gov

7 YfhZjVWhY cZCvW dUbVh

Village of Weston

Department of Planning and Development

This certificate issued pursuant to the requirements of the International Building Code certifying that at the time of issuance this structure was in compliance with the various ordinances of the jurisdiction regulating building construction or use. For the following:

Platinum Grafix, LLC

**Christopher Baer
5503 Schofield Avenue, Suite A
Weston, WI 54476**

CO Number:

CO-1152

Zoning Permit No.

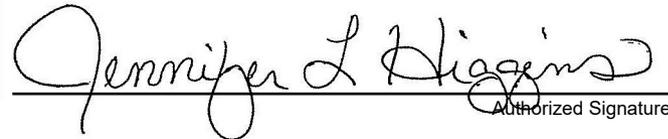
ZONE-3-16-6573

Date Issued:

04/14/2016

Proposed Land Use:

Indoor Sales or Service (94.4.05(5))
and Outdoor Vehicle Repair &
Maintenance (94.4.05(8))


Authorized Signature

Non-transferable

POST IN A CONSPICUOUS PLACE

Occupancy Certificate

Application
Village of Weston/ETZ
Date: 1/3/2012

Occupancy No. : CO-1152
5503 Schofield Ave #A
FULL COMPLETION OF THIS FORM IS REQUIRED FOR PROCESSING



Business Name: Platinum Grafix, LLC Zoning Permit No.: ZONE-3-16-6573

5500 Schofield Ave
Weston, WI 54476

OCCUPANCY INSPECTION FEES

- Building and Safety Inspection (2 included) \$50.00 FEE ^{vp casn} [43/4341]
- Building and Safety Re-inspection \$50.00 FEE [43/4341]

EXPLANATION OF THE CERTIFICATION PROCESS

No building or addition hereafter constructed or structurally altered shall be used for any purpose, and no addition to a previously existing building shall be occupied, no land used (except land used for garden or public recreation purposes and land without buildings or structures), and no change in a use shall occur until a Certificate of Occupancy has been issued by the Zoning Administrator. Every Certificate of Occupancy shall state that the use of occupancy complies with all of the provisions of Chapter 94 of the Municipal Code.

REQUIRED CONTACT AND EMERGENCY INFORMATION

Manager Name: Christopher Baer Phone: (715) 432-1912
 Mailing Address: 308 N. 57th St. Email: Platgrafix@gmail.com
Wausau WI 54403 Website: _____

Emergency Contact 1: Chelsea Baer Phone: (715) 571-1804 Alt Phone: _____
 Emergency Contact 2: Tina Baer Phone: (715) 581-3362 Alt Phone: (715) 298-5375
 Emergency Contact 3: _____ Phone: _____ Alt Phone: _____

Is the Business Equipped with an Alarm? Yes No
 Alarm Type: _____ Monitored by: _____ Audible Alarm? Yes No
 Phone Number: _____
 Burglar: Yes No _____
 Fire: Yes No _____
 Other: Yes No _____
 Surveillance: Yes No Indoor Outdoor

What type of Fire Suppression System? Extinguishers
 Location of Fire Suppression Controls: Front Door + Pole in center of Room

Is the Suppression System on an exterior alarm or via an alarm co.? _____
 S.A.F.E.R. provides a Knoxbox Program, which would allow emergency entrance to the building by authorized emergency personnel via a key you provide located in the Knoxbox at the front entrance. Would you like someone from the fire department to contact you concerning this program? Yes No

Contact Name: _____ Phone No. _____

REQUIREMENTS AND CERTIFICATIONS

- Has a sign permit application been submitted? All business are required to have a sign. Yes No
- Is the address visible from the roadway? Are tenant addresses on the back doors of multi-tenant buildings? Yes No
- Has a copy of the Marathon County Health Department Certificate been attached? *If applicable.* Yes No
- Has a copy of the Wisconsin DNR and/or DATCP Certificate(s) been attached? *If applicable.* Yes No

REFUSE AND RECYCLING

The Village of Weston and State of Wisconsin require provisions for both refuse and recycling services for all commercial and multifamily facilities. Please contact your contracted hauler to ensure that adequate services are provided.

Hauler Name: N/A will be using Contact Name: _____
Mailing Address: existing dumpster Phone: _____
Provided by building owner Email: _____

Secondary Hauler Information (if applicable):

Hauler Name: _____ Contact Name: _____
Mailing Address: _____ Phone: _____
Email: _____

Receptacle Information:

- Refuse: Number of containers: _____ 45 gal cart 95 gal cart dumpster: Size: _____ Yards
- Cardboard: Number of containers: _____ 45 gal cart 95 gal cart dumpster: Size: _____ Yards
- Co-Mingled: Number of containers: _____ 45 gal cart 95 gal cart dumpster: Size: _____ Yards
- Single-Stream: Number of containers: _____ 45 gal cart 95 gal cart dumpster: Size: _____ Yards
- Grease: Number of containers: _____ dumpster: Size: _____ Yards

ENCLOSURE REQUIREMENTS

All exterior (outside) storage of recyclable and non-recyclable containers, within multi-family dwellings and non-residential facilities and properties (all land uses other than "Single-Family Detached Residence", "Two-Family Residence", and "Agricultural Use"), shall be placed and maintained within a three-sided enclosure and enclosed on the fourth side with a gate to contain garbage, refuse, waste, recycling, and other debris. The enclosure shall further meet all of the following requirements: (1) Subject to accessory structure setback requirements included in Figures 5.01(2) and 5.02(2); (2) Must be at least 10 feet from any combustible walls, openings, or combustible roof eave lines, as per NFPA 1 (most recent addition); (3) Not placed in any minimum required front or street side yard; (4) Must be placed to the interior side or rear of the principal structure, unless such a location is not possible in the determination of the Zoning Administrator; (5) Must be a minimum of 30-feet long by 10-feet wide; (6) Must be 8-feet tall; (7) Placed on a permanent hard surface; (8) The recyclable and non-recyclable containers shall be fully screened and not visible from public rights-of-way and adjacent properties from the ground level; the screening shall consist of a solid fence constructed of masonry, commercial grade wood fencing, or other commercial grade material approved by the Zoning Administrator. Chain link fences and gates with slats are not permitted for this purpose; (9) The enclosure shall be constructed in such a manner so as to prevent paper, debris, and other refuse material from being blown through the fence; (10) The Village's Refuse and Recycling Site Application must be submitted and approved by the Village prior to installation (this application serves this purpose). The owner shall provide proof to the Zoning Administrator, from the owner's contracted solid waste/recycling hauler, that the design provides safe and reasonable access to the hauler to provide the contracted service.

- Has an enclosure been shown in the site plan submitted with the Zoning Permit or Site Plan Application? Yes No
- If no to previous question, has the site plan been attached? Yes No
- Does the site plan include ALL the required components listed above? Yes No

The owner or designated agent may apply for a special exception from the Zoning Administrator regarding the minimum size, location, shape, and style of enclosure specified in subsection (a). The Zoning Administrator may grant a special exception if the applicant clearly shows that the ordinance requirement creates an unnecessary hardship and granting the special exception will not harm the public interest or undermine the purpose of this Chapter.

Is the applicant applying for a special exception? Explain below. Yes No

T+A Hoffmann is in the process of complying
with enclosure

INSPECTION REQUIRED

To arrange an inspection, please call (715) 359-6114. Occupancy inspections are conducted by appointment only. **All business must be inspected prior to opening. Inspections performed after the fact shall be subject to a double fee and a \$50.00 fine.** A forty-eight (48) hour notice is required for inspection. Inspections will be made within 72 hours after the notification of the completion, erection, alteration or relocation of the building or of intent to commence a use. If the building and its intended use of the premise comply with the requirements of Chapter 94 and all State and Village codes, a Certificate of Occupancy shall be issued. In some cases a Temporary Certificate of Occupancy may be issued for a period of up to and not to exceed six (6) months during the completion of alterations or during partial occupancy of a building pending its permanent occupation. Such temporary permits shall not be issued under such restrictions and provisions as will adequately ensure the safety of the occupants. A temporary permit shall be voided if the building fails to conform to provisions of Chapter 94 to such a degree as to render it unsafe for the occupancy proposed. The Certificate of Occupancy will be mailed (and/or emailed) to the business at the mailing address (email address) provided and shall be placed in a conspicuous place on site. Any re-inspections that may occur beyond the second re-inspection shall incur a cost of \$50.00 thereafter.

Requested date for inspection: 03-24-2016 Time: _____ AM PM
Alternate date for inspection: _____ Time: _____ AM PM
Date of Opening: _____

STATEMENT OF UNDERSTANDING AND SIGNATURES

I hereby acknowledge that I have read this application and state that the above is correct and agree to comply with all Village Ordinances and state Laws regulating zoning and building construction, electric installation and/or heating and air conditioning installation. I agree to comply with approved drawings and I understand that any deviation from the approved plans must be authorized by the original approving authority and revised plans must be resubmitted to the Village. I also acknowledge that I am the property owner, or I am authorized to act as the owner's agent in obtaining this permit. I acknowledge that permits with no inspection activity for six (6) months shall be expired. I understand that it is the responsibility of the owner/owner agent to call for all required inspections and that as least 24 hour notice is required for all inspections. **Failing to include all the required information will deem the status of this application as incomplete. Incomplete applications will not be reviewed and shall be discarded within 30-days if the application status remains incomplete. Any fees collected will not be refunded.**



Signature of Applicant

Date

Property Owner Business Owner General Manager/Occupant

INSPECTIONS

Requested Inspection Date: _____ Call Back Confirmation Date: _____

Date of Inspection: _____ Inspected By: _____

EMPD Inspected: Yes No Inspected By: _____

S.A.F.E.R. Inspected: Yes No Inspected By: _____

Comments: _____

Inspection Approved: Yes No Date: _____

Re-inspection Required: Yes No Date: _____

Re-inspection Approved: Yes No Date: _____

Building Inspector Report Attached: Yes No

S.A.F.E.R. Inspection Report Attached: Yes No

APPROVAL AND DEPARTMENT SIGNATURES

Temporary Approval Date: _____ Expiration Date: _____

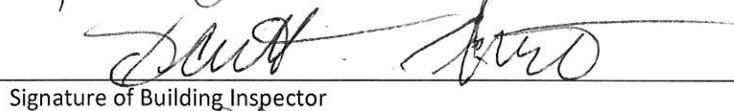
Occupancy Certificate No. _____

Final Approval Date: 04-14-16

Occupancy Certificate No. CO-1152


Signature of Zoning Administrator

4/14/16
Date


Signature of Building Inspector

3/24/16
Date


Signature of S.A.F.E.R. Inspector

3/24/16
Date

Temporary Certificate of Occupancy

Village of Weston

Department of Planning and Development

This certificate issued pursuant to the requirements of the International Building Code certifying that at the time of issuance this structure was in compliance with the various ordinances of the jurisdiction regulating building construction or use. For the following:

Foundation of Ministry Saint Clare's Hospital Palliative Care Plant Sale

Antonina Olszewsk
3400 Ministry Parkway
Weston, WI 54476

Zoning Permit No.	ZONE-4-16-6654	Proposed Land Use:	94.4.10(1)Temporary Outdoor Sales.
CO Number:	TCO-1155	Description:	Non-Profit Organization Holding a Plant Sale
Date Issued:	04/27/2016		
Expiration Date:	05/09/2016		

Jennifer L Higgins
Authorized Signature

Non-transferable

POST IN A CONSPICUOUS PLACE

Temporary Use

Permit

Village of Weston/ETZ

Date: 4/20/2016

Permit No. : ZONE-416-6654/TCO-1155

Payment: Cash Check No. _____

FULL COMPLETION OF THIS FORM IS REQUIRED FOR PROCESSING

-- PLEASE USE THE ONLINE FILLABLE PDF --



5500 Schofield Ave
Weston, WI 54476

ZONING FEES

<input checked="" type="checkbox"/>	Non-Profit Temporary Zoning Permit and Occupancy Certificate	NO FEE
<input type="checkbox"/>	Temporary Zoning Permit and Occupancy Certificate	\$25.00 FEE
<input checked="" type="checkbox"/>	Use of Tent, Canopy or Membrane Structure	\$10.00 FEE
<input type="checkbox"/>	Temporary Sign Permit	\$25.00 FEE

Me

EXPLANATION OF PROCESS

Temporary uses are those uses that have the potential to create undesirable impacts on nearby properties if allowed on a permanent basis under the general requirements of this Chapter. Owing to their varied nature, temporary uses also have the potential to create undesirable impacts on nearby properties that potentially cannot be determined except on a case-by-case basis. In order to prevent undesirable outcomes, all temporary uses are required to meet requirements of this Section, of Section 94.4.10, and applicable within the zoning district in which the subject property is located. Every application for a temporary use shall be deemed to be an application for a temporary Certificate of Occupancy, governed under Section 94.16.04. For special events, defined as any planned extraordinary occurrence on the public right-of-way or public premises including, but not limited to, parades, processions, bicycle or foot races, or festivals; the Zoning Administrator may substitute the requirements and procedures of Chapter 67 for the requirements of this Section. Allowable temporary uses permitted within each zoning district are as listed below:

Temporary Use	AR	RR	PR	SF-L	SF-S	2F	MF	MH	INT	B-1	B-2	B-3	BP	LI	GI
Outdoor Sales			T*						T*	T*	T*	T*	T*	T*	T*
Garage, Yard, Estate and In-Home Sales	T	T		T	T	T	T	T							
Outdoor Assembly or Special Event	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*
Contractor's Project Office	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*
Contractor's On-site	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*
Equipment Storage Facility	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*
Relocatable Building	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*
On-site Real Estate Sales Office	T*	T*	T*	T*	T*	T*	T*	T*		T*	T*	T*	T*	T*	T*
Seasonal Outdoor Sales of Farm Products	T*		T*						T*			T*			
Temporary Portable Storage Container	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*	T*
Temporary Shelter	T	T	T	T	T	T	T	T	T*	T*	T*	T*	T*	T*	T*
Temporary Agricultural Structure	T*														
Temporary Unscreened Outdoor Storage Accessory to Industrial Use												T*		T*	T*

All asterisked (T*) uses are required to submit this application and obtain approval prior to the initializing the temporary use. For special events on public property a separate permit is required in lieu of this application. All applications filed after-the-fact shall be subject to a double fee, plus a \$50.00 fine.

Please note, this application does not include Temporary Class "B," beer and wine license, Popcorn, Peanut, Ice Cream Wagon Licensing or Everest Metro Police Department Assistance applications or fees. These uses are handled on a separate application and must be filed with the Village Clerk.

1

APPLICANT INFORMATION

Business Name: Foundation of Ministry Saint Clare's Hospital	Contact Name: Antonina Olszewsk
Business Owner: Ministry Health Care	Mailing Address: 3400 Ministry Parkway
Business Address: 3400 Ministry Parkway	Weston WI 54476
Weston WI 54476	Phone: 715-393-2604
Website: www.ministryhealth.org	Email: antonina.olszewski@ministryhealth.org
Property Owner: Ministry Health Care	Contact Name: Ed Radtke
Mailing Address: Weston WI 54476	Phone: 715-393-2782
Weston WI 54476	Email: Edward.Radtke@ministryhealth.org

PROJECT SITE SPECIFICATIONS

Temporary Use: Outdoor Sales	Project Address: 3400 Ministry Parkway
	(or PIN if no address) Weston WI 54476
Building Size (ft ²):	
Tent Size and dimensions: 30'X60'	Property Zone: INT - Institutional
Legal Description:	
Start Date: 05/05/2016	End Date: 05/08/2016
Current Use of Property:	<input type="checkbox"/> Multiple Family Residential <input type="checkbox"/> Mixed Commercial/Residential <input type="checkbox"/> Office
(Check all that apply)	<input type="checkbox"/> Retail/Services <input type="checkbox"/> Industrial/Manufacturing <input checked="" type="checkbox"/> Institutional
	<input checked="" type="checkbox"/> Parking <input type="checkbox"/> Other: _____

TEMPORARY LAND USE TYPES 94.4.10

Outdoor Sales. Includes the short-term display and/or sale of any items outside the confines of a building. Examples of this land use include but are not limited to seasonal garden shops, tent sales, flea markets, and church sales. This category does not include "Garage, Yard, Estate, and In-Home Sales", "Seasonal Outdoor Sales of Farm Products" (including farmers markets) or "Drive-in or Drive-Through Sales or Service."

Performance Standards:

1. Each such use shall not exceed 120 days in any calendar year, except via Plan Commission approval of a site plan under Section 94.16.09.
2. In commercial and industrial zoning districts, the products displayed and sold outdoors shall be of the same general nature as the permanent retail activity conducted on the property.
3. Within the PR district and within public parks in other zoning districts, Temporary Outdoor Sales are permitted only in conjunction with a Village approved festival or other event.
4. There shall be no evidence of the Temporary Outdoor Sales use 24 hours before or after the sales are permitted, either on-site or off-site.
5. No fireworks stands are permitted.
6. Hoop buildings and structures of similar design shall be a permitted for a maximum of five consecutive days within a 30 day period, shall comply with Chapter 34, Fire Prevention and Protection, and shall in non-residential and mixed use zoning districts require a tent permit from the Fire Department.
7. The applicant and operator shall comply with temporary use review and approval procedures in Section 94.16.07. A temporary use permit shall only be issued to the owner/operator of the associated permanent use of the property.
8. The applicant or operator shall provide a layout of the activities, and additional details if requested by the Zoning Administrator.

Outdoor Assembly or Special Event. Includes any organized assembly of more than 200 persons, outdoors, including church festivals, community events, and other similar activities open to the public, but excluding one-time and occasional auctions, weddings, funerals, family reunions, and other similar private events. Also includes special events as defined in Chapter 67 of the Code.

Performance Standards:

1. Activities shall not obstruct pedestrian or vehicular circulation, including vehicular sight distances.
2. Adequate parking, drinking water, toilet facilities, refuse and recycling containers and crowd control shall be provided.
3. If the subject property is located within or adjacent to a residentially zoned area, activities shall be limited to daylight hours, unless licensed for longer hours.
4. Each such use or activity shall not exceed 14 days per quarter.
5. The applicant and operator shall comply with temporary use review and approval procedures in Section 94.16.07.

Contractor's Project Office. Includes any structure containing an on-site construction management office for an active construction project.

Performance Standards:

1. Facility may be installed no sooner than 10 days before construction commences, and shall be removed within 10 days of issuance of an occupancy permit for all structures on the construction site.
2. The applicant shall comply with temporary use review and approval procedures in Section 94.16.07.

Relocatable Building. Includes any manufactured building that serves as a temporary building, supplementing permanent buildings on the site, but not including other temporary uses or buildings included in this Section. Examples include temporary classrooms and temporary manufacturing facilities.

Performance Standards:

1. The building shall conform to all setback and height regulations for principal buildings in the associated zoning district, as provided in Article 5.
2. The building shall conform to all building code regulations.
3. Each such building shall not be placed on a site more than 120 days in any calendar year, except by conditional use permit.
4. The applicant shall comply with temporary use review and approval procedures in Section 94.16.07.

On-Site Real Estate Sales Office. Includes any building that serves as an on-site sales office for a development project.

Performance Standards:

1. Facility may be installed no sooner than 10 days before construction commences.
2. The office shall be removed or converted to a permitted land use within 10 days of the completion of sales activity.
3. The applicant shall comply with temporary use review and approval procedures in Section 94.16.07.

Seasonal Outdoor Sales of Farm Products. Includes outdoor display and sales of farm products on a seasonal basis as an accessory use, including but not limited to seasonal roadside stands, farmers markets, and Christmas tree lots (see further regulations *below*).

Performance Standards:

1. Outside of agricultural zoning districts, such uses shall be limited to the sale of holiday trees and associated products, except where conducted by organizations that are tax-exempt under Section 501(c)(3) of the Internal Revenue Code.
2. The display of products shall not obstruct pedestrian or vehicular circulation, including vehicular sight distances.
3. If subject property is located adjacent to residentially zoned property, sales and display activities shall be limited to daylight hours.
4. Each such use shall not exceed 120 days in any calendar year.
5. Roadside stands, less than 200 square feet in area, shall be set back a minimum of 30 feet from the existing road right-of-way line and 20 feet from any other lot line.
6. Shall comply with temporary use review and approval procedures in Section 94.16.07.

Christmas Tree Sales. For the purpose of this paragraph, the following minimum standards shall apply to storage, handling and display of live Christmas Tree and Foliage:

1. Trees and foliage shall be stacked no closer than ten (10) feet from any gasoline pump or other device for the transfer of petroleum products;
2. Aisles or clear spaces of not less than three (3) feet shall be maintained at all times;
3. A fire extinguisher with a "2A-10BC" rating or greater shall be provided by the merchant for each seventy-five (75) feet of travel display and/or storage area;
4. All storage and sales of live Christmas Trees and Foliage shall be held outside of buildings;

5. It shall be unlawful to light a match or any flame-producing device, or to smoke, or carry a lighted cigar, cigarette or pipe in areas where live Christmas Tree or Foliage is displayed, sold and/or stored. Persons in charge of the Christmas Tree sales shall post a "NO SMOKING" sign in locations designed to give persons entering the area notice of this regulation.

The following requested information is for SEASONAL OUTDOOR SALES OF FARM PRODUCTS only:

Proposed time of operation: _____
 Sun Mon Tue Wed Thur Fri Sat

Last three (3) municipalities in which similar sales or solicitations were conducted:
1. _____
2. _____
3. _____

Required Applicant Information:

Driver's License
No. _____ Date of Birth: _____
Height: _____ Weight: _____
Color of Hair: _____ Color of Eyes: _____

Manager Information (If different from Applicant):

Driver's License
No. _____ Date of Birth: _____
Height: _____ Weight: _____
Color of Hair: _____ Color of Eyes: _____

Contact Information where the applicant can be reached at for at least seven (7) days after conducting business in the Village:

Applicant _____ Phone: _____
Address: _____ Email: _____

Have you been convicted of any crime or ordinance violation related to sales or solicitations or other transient merchant activities within the last five (5) years? If yes, please describe the nature of the offense and municipality in which you were convicted.

Are there currently and other charges currently pending against you? If yes, please state the nature of the charges.

Temporary Portable Storage Container. A portable storage container designed and used primarily for temporary storage of household goods and other such materials for use on a limited basis on residential property. Also known as a "pod."

Performance Standards:

1. The container shall be permitted on the property for up to 30 days associated with each change of occupancy as defined by a recorded change in property ownership or valid lease.
2. The Temporary Portable Storage Container cannot encroach on the public right-of-way, neighboring property, sidewalk, or be placed in the street. The unit must be sited on a hard surface as defined in Section 94.17.04.
3. Shall comply with temporary use review and approval procedures in Section 94.16.07.

Temporary Shelter. Shelters that are typically supported by poles, have a fabric, metal, or vinyl roof and/or sides, and are usually used to shelter automobiles, boats, recreational vehicles, temporary sales use, and gatherings of people on a temporary basis. These structures are not designed for the snow loading that can occur during the winter months.

Performance Standards:

1. Shall be a permitted as a temporary use only, for a maximum of five consecutive days within a 30 day period.

4

2. Shall comply with Chapter 34, Fire Prevention and Protection of the Code.
3. Shall comply with temporary use review and approval procedures in Section 94.16.07.

Temporary Agricultural Structure. Temporary structures normally accessory and incidental to farming operations.

Performance Standards:

1. Shall be a permitted as a temporary use only, for a maximum of 180 days.
2. The parcel the structure is proposed to be located on shall be a minimum of 40 acres in area.
3. The structure shall conform to the underlying zoning district’s setback regulations.
4. The structure must be affixed to the ground or a structure to prevent the wind from relocating the structure.
5. Need not comply with temporary use review and approval procedures in Section 94.16.07.

Temporary Unscreened Outdoor Storage Accessory to an Industrial Use. Provisions for the temporary unscreened or marginally screened outdoor storage of products, equipment, or supplies used by a principal “Light Industrial” or “Heavy Industrial” use on the same property, intended to address one-time and rare occasions of heavy activity in the business.

Performance Standards:

1. Shall be a permitted as a temporary use only, for a maximum of 90 days.
2. The building shall conform to all setback regulations for principal buildings.
3. Must be sited on a hard surface or gravel surface.
4. Shall not obstruct pedestrian or vehicular circulation, including vehicular sight distances.
5. The Zoning Administrator may limit such storage to only those uses and lots where a site plan approved after March 18, 2015 designated the possibility of a Temporary Unscreened Outdoor Storage Accessory to an Industrial Use.
6. The Zoning Administrator may require measures to screen or buffer the storage area, or direct the placement to a location that minimizes visual impact, to the extent practical.
7. Shall comply with temporary use review and approval procedures in Section 94.16.07.

TENT, CANOPIES AND MEMBRANE STRUCTURE REQUIREMENTS

Will a tent be used for the proposed temporary use?

Yes No

The following regulations apply to tents, canopies and membrane structures within the Village of Weston:

1. Tents are allowed only on a temporary basis
2. Digger’s Hotline must be contact at least 3-days prior to the installation of the tent (1-800-242-8511)
3. All fabric shall be flame resistant. A certificate of flame retardant must be permanently attached to all tent roof and side panels or a copy of the certificate provided by the manufacturer is acceptable, but shall be available upon request.
4. Portable fire extinguisher of approved types shall be installed a minimum of one “2A-10BC” rating or greater in all tents for each seventy-five (75) feet of travel.
5. All fire extinguishing equipment shall be inspected and serviced annually by a certified technician. The tag indicating the service date or a receipt of purchase shall be attached to the fire extinguisher or hood suppression system,
6. All fire extinguishers shall be hung in a visible location no higher than 44 inches above grade.
7. A site plan shall be provided with this application when the anticipated occupant load exceeds 50 people. The site plan shall contain the following:
 - a. Tent location on the lot
 - b. Location of all other buildings and other temporary structures on the lot
 - c. Seating capacity
 - d. Seating arrangement
 - e. Egress paths, including aisle widths (minimum of 4 feet)
 - f. Exit locations
 - g. Type of heating, location of heaters, and location of fuel tanks and type
 - h. Location of all electrical equipment, as well as the location of generators
 - i. Location of fire apparatus access road
 - j. restricted parking spaces must be clearly identified
8. Exits shall be a minimum of 10 feet between stake lines for all tents greater than 1200 square feet.
9. Emergency access roads must have an unobstructed width of 20 feet. There shall be no dead ends greater than 150 feet.
10. Flammable, combustible liquids, hay, straw or other flammable material are prohibited inside or within 10 feet of the tent. Restaurant style table candles and food warming candles are allowed with the approval of the Fire Inspector.

5

- 11. Tents shall be adequately guyed, supported braced and tent takes shall be properly capped. In lieu of producing and automatic fire suppression system, tents in which cooking is performed me be separated from other public tents and structures.
- 12. All electrical heating and cooking equipment shall comply with NFPA 70, National Electrical Code.
- 13. The use and installation of all LP Gas equipment, such as tanks, piping, hoses, fittings, valves, tubing and other related components shall be in accordance with NFPA 58, Liquefied Petroleum Gas Code.

TEMPORARY SIGN REQUIREMENTS

The following allowable temporary signs DO NOT require a Temporary Sign Permit, but shall be subject to the regulations as stated:

Real Estate Signs. Within each residential and rural and open space zoning district, only one on premise real estate sign is permitted. Such sign shall be removed within 30 days of the sale or lease of the single space it is advertising or of the sale or lease of 90 percent of the total land or space available for sale or lease on the property. Such signs shall not be located in the public right-of-way, shall not exceed 12 square feet in area and 6 feet in height in residential, rural and open space zoning districts, and 64 square feet in area and 12 feet in height in all other districts. No off-premise real estate signs, such as "open house" signs, are permitted.

Construction or Project Identification Signs. Such signs shall be erected no sooner than the beginning of work for which a valid building or demolition permit has been issued, and shall be removed within 30 days of completion of such work. Construction or project identification signs shall not exceed 64 square feet in area and 12 feet in height.

Price or Temporary Item Signs. Signs that advertise the price of products or services offered on the premises or of special temporary goods or services being sold or offered, up to 6 square feet in area per sign face for each double sided sign, not illuminated, no more than two signs per street frontage, and no closer than five feet to any property lines. Each price or temporary sign must be removed within 24 hours of the special being sold or offered, and within 30 days of its placement on the property in any case. Any temporary sign not meeting these limitations but serving a similar purpose shall instead be classified as a temporary commercial sign or banner.

Temporary Signs for Events of Public Interest. For a temporary event of public interest hosted by and/or held at a governmental entity, community organization, or institutional facility (e.g., farmers market, fair operated by a nonprofit organization), two signs of up to 32 square feet each may be located upon the site of the event. Additional off-premise signs shall be allowed, up to one per premise, and up to 9 square feet per sign. Temporary Signs for Events of Public Interest shall not be erected more than 30 days before the event and shall be removed within 7 days after the event.

The following temporary signs require a Temporary Sign Permit and shall be subject to the regulations as stated. This portion of the Temporary Use Permit shall serve as the Temporary Sign Permit.

Temporary Commercial Signs and Banners. For sales, limited time offers, grand openings, or other special events only, with such signs not greater than 8 feet in height if ground-mounted, nor extending above the roof line if building mounted. Except as may be allowed below or by site plan approval under Section 94.16.09, no single use is permitted to display more than one temporary commercial sign or banner at a single time and no single lot is permitted to display more than two temporary commercial signs and banners at a single time. No temporary commercial sign or banner shall be placed on a lot for greater than 30 consecutive days (14 days for any variable message sign (VMS)), up to five times per calendar year. An advertising vehicle sign is not a permitted temporary commercial sign, but a mobile sign is permitted. A sign permit shall be required for a temporary sign serving this purpose. Please see below for the Temporary sign requirements.

Over-street Banners for Events of Public Interest. Banners promoting public events of Village-wide interest displayed over a public street, alley, or highway, when approved by the Zoning Administrator. Such signs shall not be erected more than 30 days before the event and shall be removed within 7 days after the event. A sign permit shall be required for a temporary sign serving this purpose. The Zoning Administrator may also require the sponsoring person, firm, organization, or corporation to provide a certificate of liability insurance with the Village named as an additional insured.

Contractor information is required only for Variable Message Signs:

Ministry Saint Clairs

Sign Contractor: _____	Contact Name: _____
Address: _____	Phone: _____
_____	Email: _____

A site plan required. A site plan showing, at a minimum, the location of the proposed sign(s). **NOTE:** This includes all sandwich boards or pedestal sign, as they are considered permanent signs that may be used on a temporary basis. Please see the definitions in Section 94.13.03(2)(k); the location and specifications of all existing signs on the property and building(s); all property lines and buildings on

12

the property; and parking areas, driveways, public roads, shall be submitted with this application. If the proposed sign(s) is a banner sign that is being placed on the exterior wall, only then the attachment of the required site plan be waived. Some parcel information and maps may be obtained via the [Marathon County Land Information Mapping System](#).

Has the site plan been attached? Yes No N/A
Does the site plan include ALL the required components listed above? Yes No N/A

Diagram Required. A diagram for the proposed sign, drawn to a recognized scale, and listing and depicting the type, height, total height (on pylon or building etc...), width, total sign square footage, square footage of each sign component, method of attachment, structural support, method of illumination, sign materials and value shall be submitted with this application. A picture showing the proposed sign superimposed over or at the proposed placement shall be submitted with this application.

Has the diagram been attached for **each** proposed sign? Yes No
Does each diagram have **ALL** the required components listed above? Yes No

Are there any traffic safety, traffic visibility, sign setbacks, and structural integrity matters associated with this sign(s)? Explain which ones, or what measures have been taken to assure that these matters have been addressed.

STATEMENT OF UNDERSTANDING AND SIGNATURES

By signing and dating below, I acknowledge that I have reviewed and understand the Village of Weston zoning ordinance and its standards of approval related to this application; read, understand, and accept my responsibilities under the reimbursement section above; submitted an application that is true, correct, and complete to the best of my knowledge; acknowledge that Village officials and/or employees may, in the performance of their functions, enter upon the subject property to inspect or gather information necessary to process this application; understand that all meeting dates are tentative and may be postponed by the Village for the reason of incomplete submittals or other administrative reasons; if this application is approved, agree to abide by this application, approved plans, and required conditions associated with plan approval in the development of the subject property; and understand that the Village's zoning ordinance and/or the conditions of development approval may specify timeframes within which I must take certain actions related to the development of the subject property, or risk having the approval being nullified. **Failing to attach all the required components will deem the status of this application as incomplete. Incomplete applications will not be reviewed and shall be discarded within 30-days if the application status remains incomplete. Any fees collected will not be refunded. ALL FINALIZED PERMITS WILL BE SENT VIA EMAIL OR BE PICKED UP AT THE MUNICIPAL CENTER. Permits will not be sent by mail.** Work on the proposed project cannot begin without the issuance of a permit. Permits filled after the face shall be subject to double the fee and a \$50.00 fine.

Antonina Olszewski

Digitally signed by Antonina Olszewski
DN: cn=Antonina Olszewski, o=Foundation of Ministry Saint Clare's Hospital, ou=Foundation, email=antonina.olszewski@ministryhealth.org, c=US
Date: 2016.04.20 15:35:26 -0500

4/20/16

Signature of Applicant

Date

Property Owner Project/Business Owner Project Manager

STAFF REVIEW

PIN: 192-2808-204-0954 Zoning: INT Village ETZ

Filed After the Fact: Yes No Fine Imposed: Yes No Amount: _____

Code Section: 94.4.10(1) Temporary outdoor Sales

Comments: Foundation of Ministry Saint Clare's Hospital Palliative care plant sale

Sign Specification:

Permit No.: SIGN-4-16-6659

Width: 6' Height: 2.5' Single Double Total Square Feet: 15

Total Height: 2.5' Sign Type: Standard VMS OTS Banner Setbacks: _____

Sign meets requirements? Yes No

Conditions/Modifications for approval: _____

Signature of Zoning Administrator or Designee: [Handwritten Signature]

Date: 4/27/16

Permit Number(s) ZONE-4-16-6654/TCO-1155 Approved Denied

INSPECTIONS

Date of Inspection: _____ Inspected By: _____

EMPD Inspected: Yes No Inspected By: _____

S.A.F.E.R. Inspected: Yes No Inspected By: _____

Comments: _____

Inspection Approved: Yes No Date: _____

Re-inspection Required: Yes No Date: _____

Re-inspection Approved: Yes No Date: _____

S.A.F.E.R. Inspection Report Attached: Yes No

EMPD Inspection Report Attached: Yes No

Signature of Fire Inspector or Designee _____ Date _____

8

STAFF TIME TABLE CHECKLIST

Pre-application conference with Planning and Development Department Staff (optional).

N/A Date: _____ Participants: _____

Application and required plans filed with the Village.

Date: 4-20-16 Received by: VP

Application fee received by Village.

Date: 4-20-16 Received by: VP - no charge

Application and submitted application verified as being complete.

Date: 4-20-16 Reviewed by: VP

Zoning Administrator (or designee) action.

Designee: [Signature]

Date: 4-2-16 Action Taken: Approved as presented Approved with modifications Denied

Applicant notified of decision.

Date: _____ Sent by: _____

Attached in Smart Search.

Date: _____ Attached by: _____

Attached and closed in Beehive.

Date: _____ Closed by: _____

9

Valerie Parker

From: Prah, Nicole <Nicole.Prah@ministryhealth.org>
Sent: Wednesday, April 20, 2016 3:43 PM
To: Valerie Parker
Subject: RE: Plant Sale at Ministry Saint Clare's Hospital
Attachments: Temporary Use Permit Rev 150428 Fillable.pdf

Hi Valerie,

Thank you for the response. We will be setting up the tent on May 5th at noon. The take down will be May 8th. The tent will be similar to a temporary greenhouse in which there will be tables under the tent with plants on top of them and a few chairs for which the "check outs" will be. We will not be having any food during the sale. At no time do we anticipate more than 50 individuals inside this tent. Patrons will be free to walk through the tent and choose flowers for purchase.

Additionally, for signage, we will only having a banner which is hung on the outside of the tent. This sign will be a 30" x 72" Banner with grommets for outdoors. There will not be any other temporary signage for this event. Although the Plant Sale has taken place on the Saint Clare's campus before, this is the first time the Foundation is running the event so we have made a few changes from prior years.

Please let me know if I have missed anything on the application or misunderstood some of the directions. I am unfamiliar with this permit request form.

Thank you!

Nikki

Nikki Prah
Foundation & Administrative Assistant
Ministry Saint Clare's Hospital
3400 Ministry Parkway
Weston, WI 54476
715.393.2514
nikki.prah@ministryhealth.org

From: Valerie Parker [mailto:vparker@westonwi.gov]
Sent: Wednesday, April 20, 2016 10:50 AM
To: Prah, Nicole
Cc: Jennifer Higgins; Jared Wehner; Scott Tatro; Roman Maguire; Renee Hodell; Heather Meliska
Subject: RE: Plant Sale at Ministry Saint Clare's Hospital

04/20/2016

Hi Nicole,

What day is your plant sale?

Attached for your use is the Temporary Use permit application. I was told that we are not charging your group for this permit. It appears that your use would fall under either the Outdoor Sales or Outdoor Assembly/Special Event. Please provide us a drawn up site plan of the area of the property you plan to locate the tent and sales. We would need to

know the size of the tent, and what will all be occurring under the tent – what products will be stored, will there be food, tables/chairs for patrons, etc. The application provides more details on what we need to see.

As far as any signage, can you provide us with a sample/picture of one the advertising signs to be used, how many and where will these be located?

Please let us know if you have any questions.

Sincerely,

Valerie Parker
Planning Technician

Village of Weston

5500 Schofield Ave, Weston, WI 54476

p. 715-359-6114 | f. 715-359-6117 | d. 715-241-2607

Want to receive the "**This Week in Weston**" e-newsletter? [Sign up here!](#)

From: Prah, Nicole [<mailto:Nicole.Prah@ministryhealth.org>]

Sent: Wednesday, April 20, 2016 9:25 AM

To: Valerie Parker <vparker@westonwi.gov>

Subject: Plant Sale at Ministry Saint Clare's Hospital

Good morning Valerie,

I received your voicemail and based on your message am sending you an email so you might have mine on file as well. Please let me know what we need to do to finalize this permit for the tent on our property for the Plant Sale.

Also, if there are any other regulations please let me know so we are fully compliant.

Thank you!

Nikki

Nikki Prah

Foundation & Administrative Assistant

Ministry Saint Clare's Hospital

3400 Ministry Parkway

Weston, WI 54476

715.393.2514

nikki.prah@ministryhealth.org

CONFIDENTIALITY NOTICE:

This email message and any accompanying data or files is confidential and may contain privileged information intended only for the named recipient(s). If you are not the intended recipient(s), you are hereby notified that the dissemination, distribution, and or copying of this message is strictly prohibited. If you receive this message in error, or are not the named recipient(s), please notify the sender at the email address above, delete this email from your computer, and destroy any copies in any form immediately. Receipt by anyone other than the named recipient(s) is not a waiver of any attorney-client, work product, or other applicable privilege.

CONFIDENTIALITY NOTICE:

This email message and any accompanying data or files is confidential and may contain privileged information intended only for the named recipient(s). If you are not the intended recipient(s), you are hereby notified that the dissemination, distribution, and or copying of this message is strictly prohibited. If you receive this message in error, or are not the named recipient(s), please notify the sender at the email address above, delete this email from your computer, and destroy any copies in any form immediately. Receipt by anyone other than the named recipient(s) is not a waiver of any attorney-client, work product, or other applicable privilege.

Palliative Care

Plant Sale



FOUNDATION

Ministry Saint Clare's Hospital

Proceeds raised will support the Palliative Care Program at Ministry Saint Clare's Hospital



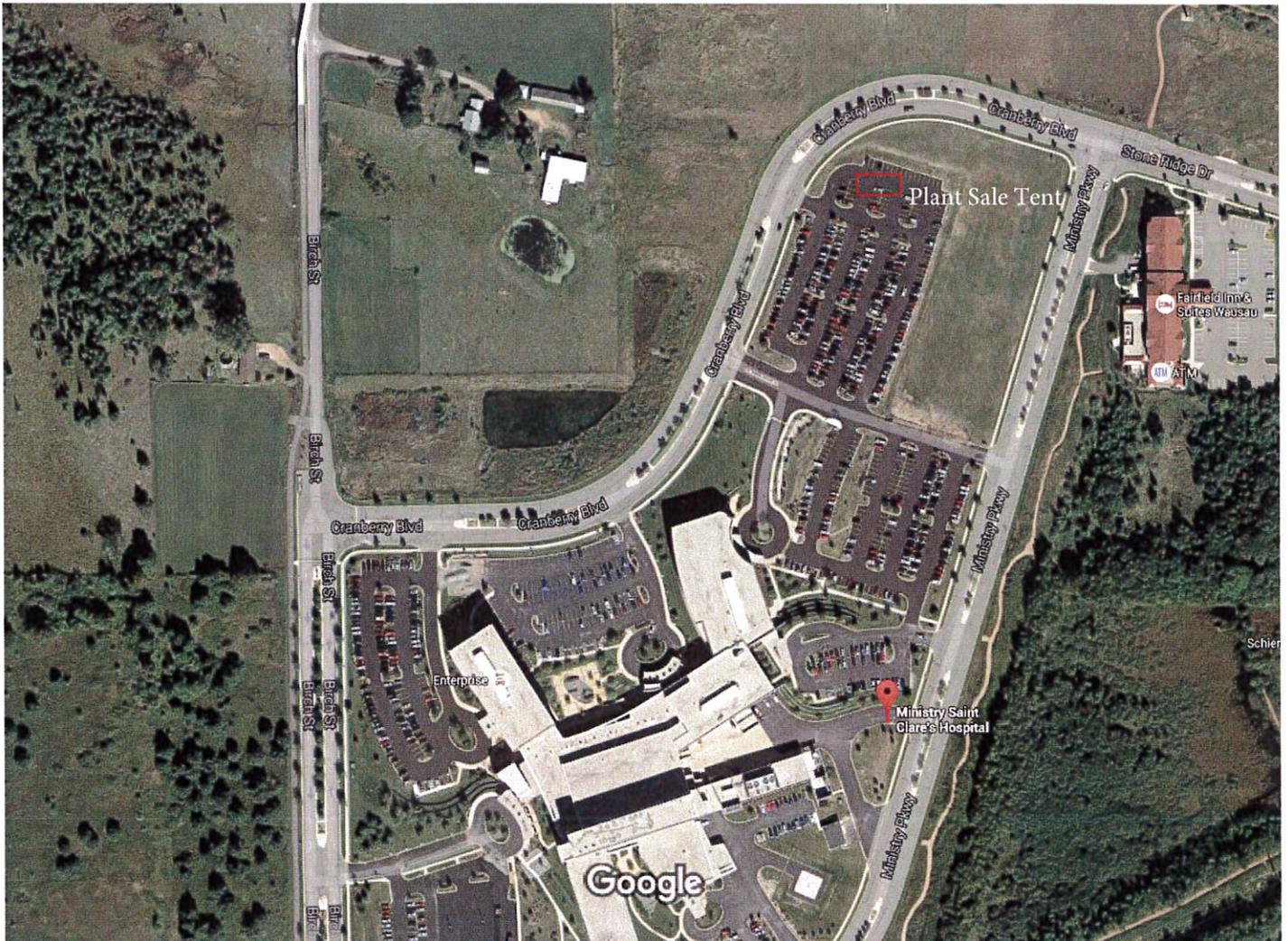


Weston Regional Medical Center

Parking lots and entrances ★

- 1 Marshfield Clinic Weston Center & Walk-In Clinic
- 2 Outpatient Services
- 3 Ministry Medical Group
- 4 Saint Clare's Hospital
- 5 Emergency/Labor & Delivery
- 6 Cancer Care

Google Maps Ministry Saint Clare's Hospital



Imagery ©2016 Google, Map data ©2016 Google 200 ft



Ministry Saint Clare's Hospital

3.7 ★ ★ ★ ★ 12 reviews

Temporary Use Permit

Village of Weston
Department of Community Development
Building Inspection

This certificate issued pursuant to the requirements of the International Building Code certifying that at the time of issuance this structure was in compliance with the various ordinances of the jurisdiction regulating building construction or use. For the following:

Property Owner Yazdi, LLC

Zoning Permit No. ZONE-5-15-5934

Subdivision/Project Weston Place

Business Cellcom / Nsight Telservices

Event Name: Cellcom Customer Appreciate Event

Date Issued May 15, 2015

Start Date: June 8, 2015

CO Number: TCO-1082

End Date: June 10, 2015



Outdoor Assembly or Special Event

2106 Schofield Avenue

Weston WI 54476

Location

A handwritten signature in black ink that reads "Jennifer L. Higgins".

Authorized Signature

Not Transferable

POST IN A CONSPICUOUS PLACE

APPLICANT INFORMATION

Business Name: Cellcom Contact Name: Gary Wickersham
 Business Owner: Nsight Telservices Mailing Address: Same
 Business Address: 2106 Schafeld Ave #8
Weston WI 54476 Phone: 715-355-8090
 Website: Cellcom.com Email: garywickersham@cellcom.com
 Property Owner: Hooshang Zeyghami Contact Name: _____
 Mailing Address: Same Phone: _____
 Email: _____

PROJECT SITE SPECIFICATIONS

Temporary Use: Tent for customer event Project Address: Same
 (or PIN if no address)
 Building Size (ft²): _____
 Tent Size and dimensions: 40 x 60 = 2,400 sq. ft. Property Zone: _____
 Legal Description: Customer Appreciation Event
 Start Date: Setup Evening June 8 End Date: Take Down Morning June 10
 Current Use of Property: Multiple Family Residential Mixed Commercial/Residential Office
 (Check all that apply) Retail/Services Industrial/Manufacturing Institutional
 Parking Other: _____

TEMPORARY LAND USE TYPES 94.4.10

Outdoor Sales. Includes the short-term display and/or sale of any items outside the confines of a building. Examples of this land use include but are not limited to seasonal garden shops, tent sales, flea markets, and church sales. This category does not include "Garage, Yard, Estate, and In-Home Sales", "Seasonal Outdoor Sales of Farm Products" (including farmers markets) or "Drive-in or Drive-Through Sales or Service."

Performance Standards:

- Each such use shall not exceed 120 days in any calendar year, except via Plan Commission approval of a site plan under Section 94.16.09.
- In commercial and industrial zoning districts, the products displayed and sold outdoors shall be of the same general nature as the permanent retail activity conducted on the property.
- Within the PR district and within public parks in other zoning districts, Temporary Outdoor Sales are permitted only in conjunction with a Village approved festival or other event.
- There shall be no evidence of the Temporary Outdoor Sales use 24 hours before or after the sales are permitted, either on-site or off-site.
- No fireworks stands are permitted.
- Hoop buildings and structures of similar design shall be a permitted for a maximum of five consecutive days within a 30 day period, shall comply with Chapter 34, Fire Prevention and Protection, and shall in non-residential and mixed use zoning districts require a tent permit from the Fire Department.
- The applicant and operator shall comply with temporary use review and approval procedures in Section 94.16.07. A temporary use permit shall only be issued to the owner/operator of the associated permanent use of the property.
- The applicant or operator shall provide a layout of the activities, and additional details if requested by the Zoning Administrator.

Outdoor Assembly or Special Event. Includes any organized assembly of more than 200 persons, outdoors, including church festivals, community events, and other similar activities open to the public, but excluding one-time and occasional auctions, weddings, funerals, family reunions, and other similar private events. Also includes special events as defined in Chapter 67 of the Code.



Performance Standards:

1. Activities shall not obstruct pedestrian or vehicular circulation, including vehicular sight distances.
2. Adequate parking, drinking water, toilet facilities, refuse and recycling containers and crowd control shall be provided.
3. If the subject property is located within or adjacent to a residentially zoned area, activities shall be limited to daylight hours, unless licensed for longer hours.
4. Each such use or activity shall not exceed 14 days per quarter.
5. The applicant and operator shall comply with temporary use review and approval procedures in Section 94.16.07.

Contractor's Project Office. Includes any structure containing an on-site construction management office for an active construction project.

Performance Standards:

1. Facility may be installed no sooner than 10 days before construction commences, and shall be removed within 10 days of issuance of an occupancy permit for all structures on the construction site.
2. The applicant shall comply with temporary use review and approval procedures in Section 94.16.07.

Relocatable Building. Includes any manufactured building that serves as a temporary building, supplementing permanent buildings on the site, but not including other temporary uses or buildings included in this Section. Examples include temporary classrooms and temporary manufacturing facilities.

Performance Standards:

1. The building shall conform to all setback and height regulations for principal buildings in the associated zoning district, as provided in Article 5.
2. The building shall conform to all building code regulations.
3. Each such building shall not be placed on a site more than 120 days in any calendar year, except by conditional use permit.
4. The applicant shall comply with temporary use review and approval procedures in Section 94.16.07.

On-Site Real Estate Sales Office. Includes any building that serves as an on-site sales office for a development project.

Performance Standards:

1. Facility may be installed no sooner than 10 days before construction commences.
2. The office shall be removed or converted to a permitted land use within 10 days of the completion of sales activity.
3. The applicant shall comply with temporary use review and approval procedures in Section 94.16.07.

Seasonal Outdoor Sales of Farm Products. Includes outdoor display and sales of farm products on a seasonal basis as an accessory use, including but not limited to seasonal roadside stands, farmers markets, and Christmas tree lots (see further regulations *below*).

Performance Standards:

1. Outside of agricultural zoning districts, such uses shall be limited to the sale of holiday trees and associated products, except where conducted by organizations that are tax-exempt under Section 501(c)(3) of the Internal Revenue Code.
2. The display of products shall not obstruct pedestrian or vehicular circulation, including vehicular sight distances.
3. If subject property is located adjacent to residentially zoned property, sales and display activities shall be limited to daylight hours.
4. Each such use shall not exceed 120 days in any calendar year.
5. Roadside stands, less than 200 square feet in area, shall be set back a minimum of 30 feet from the existing road right-of-way line and 20 feet from any other lot line.
6. Shall comply with temporary use review and approval procedures in Section 94.16.07.

Christmas Tree Sales. For the purpose of this paragraph, the following minimum standards shall apply to storage, handling and display of live Christmas Tree and Foliage:

1. Trees and foliage shall be stacked no closer than ten (10) feet from any gasoline pump or other device for the transfer of petroleum products;
2. Aisles or clear spaces of not less than three (3) feet shall be maintained at all times;
3. A fire extinguisher with a "2A-10BC" rating or greater shall be provided by the merchant for each seventy-five (75) feet of travel display and/or storage area;
4. All storage and sales of live Christmas Trees and Foliage shall be held outside of buildings;
5. It shall be unlawful to light a match or any flame-producing device, or to smoke, or carry a lighted cigar, cigarette or pipe in areas where live Christmas Tree or Foliage is displayed, sold and/or stored. Persons in charge of the Christmas Tree sales shall post a "NO SMOKING" sign in locations designed to give persons entering the area notice of this regulation.

The following requested information is for SEASONAL OUTDOOR SALES OF FARM PRODUCTS only:

NIA

Proposed time of operation: Sun Mon Tue Wed Thur Fri Sat

Last three (3) municipalities in which similar sales or solicitations were conducted:
1. _____
2. _____
3. _____

Required Applicant Information:

Driver's License
No. _____ Date of Birth: _____
Height: _____ Weight: _____
Color of Hair: _____ Color of Eyes: _____

Manager Information (If different from Applicant):

Driver's License
No. _____ Date of Birth: _____
Height: _____ Weight: _____
Color of Hair: _____ Color of Eyes: _____

Contact Information where the applicant can be reached at for at least seven (7) days after conducting business in the Village:

Applicant _____ Phone: _____
Address: _____ Email: _____

Have you been convicted of any crime or ordinance violation related to sales or solicitations or other transient merchant activities within the last five (5) years? If yes, please describe the nature of the offense and municipality in which you were convicted.

Are there currently and other charges currently pending against you? If yes, please state the nature of the charges.

Temporary Portable Storage Container. A portable storage container designed and used primarily for temporary storage of household goods and other such materials for use on a limited basis on residential property. Also known as a "pod."

Performance Standards:

- 1. The container shall be permitted on the property for up to 30 days associated with each change of occupancy as defined by a recorded change in property ownership or valid lease.
- 2. The Temporary Portable Storage Container cannot encroach on the public right-of-way, neighboring property, sidewalk, or be placed in the street. The unit must be sited on a hard surface as defined in Section 94.17.04.
- 3. Shall comply with temporary use review and approval procedures in Section 94.16.07.

Temporary Shelter. Shelters that are typically supported by poles, have a fabric, metal, or vinyl roof and/or sides, and are usually used to shelter automobiles, boats, recreational vehicles, temporary sales use, and gatherings of people on a temporary basis. These structures are not designed for the snow loading that can occur during the winter months.

Performance Standards:

- 1. Shall be a permitted as a temporary use only, for a maximum of five consecutive days within a 30 day period.
- 2. Shall comply with Chapter 34, Fire Prevention and Protection of the Code.
- 3. Shall comply with temporary use review and approval procedures in Section 94.16.07.

Temporary Agricultural Structure. Temporary structures normally accessory and incidental to farming operations.

NIA

Performance Standards:

1. Shall be a permitted as a temporary use only, for a maximum of 180 days.
2. The parcel the structure is proposed to be located on shall be a minimum of 40 acres in area.
3. The structure shall conform to the underlying zoning district's setback regulations.
4. The structure must be affixed to the ground or a structure to prevent the wind from relocating the structure.
5. Need not comply with temporary use review and approval procedures in Section 94.16.07.

Temporary Unscreened Outdoor Storage Accessory to an Industrial Use. Provisions for the temporary unscreened or marginally screened outdoor storage of products, equipment, or supplies used by a principal "Light Industrial" or "Heavy Industrial" use on the same property, intended to address one-time and rare occasions of heavy activity in the business.

Performance Standards:

1. Shall be a permitted as a temporary use only, for a maximum of 90 days.
2. The building shall conform to all setback regulations for principal buildings.
3. Must be sited on a hard surface or gravel surface.
4. Shall not obstruct pedestrian or vehicular circulation, including vehicular sight distances.
5. The Zoning Administrator may limit such storage to only those uses and lots where a site plan approved after March 18, 2015 designated the possibility of a Temporary Unscreened Outdoor Storage Accessory to an Industrial Use.
6. The Zoning Administrator may require measures to screen or buffer the storage area, or direct the placement to a location that minimizes visual impact, to the extent practical.
7. Shall comply with temporary use review and approval procedures in Section 94.16.07.

TENT, CANOPIES AND MEMBRANE STRUCTURE REQUIREMENTS

Will a tent be used for the proposed temporary use?

Yes No

The following regulations apply to tents, canopies and membrane structures within the Village of Weston:

1. Tents are allowed only on a temporary basis
2. Digger's Hotline must be contact at least 3-days prior to the installation of the tent (1-800-242-8511)
3. All fabric shall be flame resistant. A certificate of flame retardant must be permanently attached to all tent roof and side panels or a copy of the certificate provided by the manufacturer is acceptable, but shall be available upon request.
4. Portable fire extinguisher of approved types shall be installed a minimum of one "2A-10BC" rating or greater in all tents for each seventy-five (75) feet of travel.
5. All fire extinguishing equipment shall be inspected and serviced annually by a certified technician. The tag indicating the service date or a receipt of purchase shall be attached to the fire extinguisher or hood suppression system,
6. All fire extinguishers shall be hung in a visible location no higher than 44 inches above grade.
7. A site plan shall be provided with this application when the anticipated occupant load exceeds 50 people. The site plan shall contain the following:
 - a. Tent location on the lot
 - b. Location of all other buildings and other temporary structures on the lot
 - c. Seating capacity
 - d. Seating arrangement
 - e. Egress paths, including aisle widths (minimum of 4 feet)
 - f. Exit locations
 - g. Type of heating, location of heaters, and location of fuel tanks and type
 - h. Location of all electrical equipment, as well as the location of generators
 - i. Location of fire apparatus access road
 - j. restricted parking spaces must be clearly identified
8. Exits shall be a minimum of 10 feet between stake lines for all tents greater than 1200 square feet.
9. Emergency access roads must have an unobstructed width of 20 feet. There shall be no dead ends greater than 150 feet.
10. Flammable, combustible liquids, hay, straw or other flammable material are prohibited inside or within 10 feet of the tent. Restaurant style table candles and food warming candles are allowed with the approval of the Fire Inspector.
11. Tents shall be adequately guyed, supported braced and tent takes shall be properly capped. In lieu of producing and automatic fire suppression system, tents in which cooking is performed me be separated from other public tents and structures.
12. All electrical heating and cooking equipment shall comply with NFPA 70, National Electrical Code.
13. The use and installation of all LP Gas equipment, such as tanks, piping, hoses, fittings, valves, tubing and other related components shall be in accordance with NFPA 58, Liquefied Petroleum Gas Code.

5

TEMPORARY SIGN REQUIREMENTS

The following allowable temporary signs DO NOT require a Temporary Sign Permit, but shall be subject to the regulations as stated:

Real Estate Signs. Within each residential and rural and open space zoning district, only one on premise real estate sign is permitted. Such sign shall be removed within 30 days of the sale or lease of the single space it is advertising or of the sale or lease of 90 percent of the total land or space available for sale or lease on the property. Such signs shall not be located in the public right-of-way, shall not exceed 12 square feet in area and 6 feet in height in residential, rural and open space zoning districts, and 64 square feet in area and 12 feet in height in all other districts. No off-premise real estate signs, such as "open house" signs, are permitted.

Construction or Project Identification Signs. Such signs shall be erected no sooner than the beginning of work for which a valid building or demolition permit has been issued, and shall be removed within 30 days of completion of such work. Construction or project identification signs shall not exceed 64 square feet in area and 12 feet in height.

Price or Temporary Item Signs. Signs that advertise the price of products or services offered on the premises or of special temporary goods or services being sold or offered, up to 6 square feet in area per sign face for each double sided sign, not illuminated, no more than two signs per street frontage, and no closer than five feet to any property lines. Each price or temporary sign must be removed within 24 hours of the special being sold or offered, and within 30 days of its placement on the property in any case. Any temporary sign not meeting these limitations but serving a similar purpose shall instead be classified as a temporary commercial sign or banner.

Temporary Signs for Events of Public Interest. For a temporary event of public interest hosted by and/or held at a governmental entity, community organization, or institutional facility (e.g., farmers market, fair operated by a nonprofit organization), two signs of up to 32 square feet each may be located upon the site of the event. Additional off-premise signs shall be allowed, up to one per premise, and up to 9 square feet per sign. Temporary Signs for Events of Public Interest shall not be erected more than 30 days before the event and shall be removed within 7 days after the event.

The following temporary signs require a Temporary Sign Permit and shall be subject to the regulations as stated. This portion of the Temporary Use Permit shall serve as the Temporary Sign Permit.

X **Temporary Commercial Signs and Banners.** For sales, limited time offers, grand openings, or other special events only, with such signs not greater than 8 feet in height if ground-mounted, nor extending above the roof line if building mounted. Except as may be allowed below or by site plan approval under Section 94.16.09, no single use is permitted to display more than one temporary commercial sign or banner at a single time and no single lot is permitted to display more than two temporary commercial signs and banners at a single time. No temporary commercial sign or banner shall be placed on a lot for greater than 30 consecutive days (14 days for any variable message sign (VMS)), up to five times per calendar year. An advertising vehicle sign is not a permitted temporary commercial sign, but a mobile sign is permitted. A sign permit shall be required for a temporary sign serving this purpose. Please see below for the Temporary sign requirements.

Over-street Banners for Events of Public Interest. Banners promoting public events of Village-wide interest displayed over a public street, alley, or highway, when approved by the Zoning Administrator. Such signs shall not be erected more than 30 days before the event and shall be removed within 7 days after the event. A sign permit shall be required for a temporary sign serving this purpose. The Zoning Administrator may also require the sponsoring person, firm, organization, or corporation to provide a certificate of liability insurance with the Village named as an additional insured.

Contractor information is required only for Variable Message Signs: Cellcom Banners

Sign Contractor: _____	Contact Name: _____
Address: _____	Phone: _____
_____	Email: _____

A site plan required. A site plan showing, at a minimum, the location of the proposed sign(s). **NOTE:** This includes all sandwich boards or pedestal sign, as they are considered permanent signs that may be used on a temporary basis. Please see the definitions in Section 94.13.03(2)(k); the location and specifications of all existing signs on the property and building(s); all property lines and buildings on the property; and parking areas, driveways, public roads, shall be submitted with this application. If the proposed sign(s) is a banner sign that is being placed on the exterior wall, only then the attachment of the required site plan be waived. Some parcel information and maps may be obtained via the [Marathon County Land Information Mapping System](#).

Has the site plan been attached? Yes No N/A
Does the site plan include ALL the required components listed above? Yes No N/A

Diagram Required. A diagram for the proposed sign, drawn to a recognized scale, and listing and depicting the type, height, total height (on pylon or building etc...), width, total sign square footage, square footage of each sign component, method of attachment, structural support, method of illumination, sign materials and value shall be submitted with this application. A picture showing the proposed sign superimposed over or at the proposed placement shall be submitted with this application.

Has the diagram been attached for **each** proposed sign?

Yes No

Does each diagram have **ALL** the required components listed above?

Yes No

Are there any traffic safety, traffic visibility, sign setbacks, and structural integrity matters associated with this sign(s)? Explain which ones, or what measures have been taken to assure that these matters have been addressed.

There will be cones to block off parking areas around the tent.

STATEMENT OF UNDERSTANDING AND SIGNATURES

By signing and dating below, I acknowledge that I have reviewed and understand the Village of Weston zoning ordinance and its standards of approval related to this application; read, understand, and accept my responsibilities under the reimbursement section above; submitted an application that is true, correct, and complete to the best of my knowledge; acknowledge that Village officials and/or employees may, in the performance of their functions, enter upon the subject property to inspect or gather information necessary to process this application; understand that all meeting dates are tentative and may be postponed by the Village for the reason of incomplete submittals or other administrative reasons; if this application is approved, agree to abide by this application, approved plans, and required conditions associated with plan approval in the development of the subject property; and understand that the Village's zoning ordinance and/or the conditions of development approval may specify timeframes within which I must take certain actions related to the development of the subject property, or risk having the approval being nullified. **Failing to attach all the required components will deem the status of this application as incomplete. Incomplete applications will not be reviewed and shall be discarded within 30-days if the application status remains incomplete. Any fees collected will not be refunded. ALL FINALIZED PERMITS WILL BE SENT VIA EMAIL OR BE PICKED UP AT THE MUNICIPAL CENTER. Permits will not be sent by mail.** Work on the proposed project cannot begin without the issuance of a permit. Permits filled after the face shall be subject to double the fee and a \$50.00 fine.

Gary M. Wawkushar

4/30/15

Signature of Applicant

Date

Property Owner Project/Business Owner Project Manager

STAFF REVIEW

PIN: 192-2808-181-0936 Zoning: B-3 Village ETZ

Filed After the Fact: Yes No Fine Imposed: Yes No Amount: _____

Code Section: 94.4.10 (3) Temporary Land Use Types - outdoor Assembly or special event

Comments: Annual Cellcom Customer Service Event

Sign Specification:

Permit No.: SIGN-5-15-5941

Width: 8' Height: 3' Single Double Total Square Feet: 24

Total Height: 3' Sign Type: Standard VMS OTS Banner Setbacks: -

Sign meets requirements? Yes No

Conditions/Modifications for approval: Banners on tent displaying Cellcom logo others used as directional signs around the tent.

Jennifer Higgins
Signature of Zoning Administrator or Designee

5/12/15
Date

Permit Number(s) ZONE-5-15-5934 / TCO-1082 Approved Denied

INSPECTIONS

Date of Inspection: _____ Inspected By: _____

EMPD Inspected: Yes No Inspected By: _____

S.A.F.E.R. Inspected: Yes No Inspected By: _____

Comments: _____

Inspection Approved: Yes No Date: _____

Re-inspection Required: Yes No Date: _____

Re-inspection Approved: Yes No Date: _____

S.A.F.E.R. Inspection Report Attached: Yes No

EMPD Inspection Report Attached: Yes No

Signature of Fire Inspector or Designee

Date

STAFF TIME TABLE CHECKLIST

N/A

Pre-application conference with Planning and Development Department Staff (optional).
Date: _____ Participants: _____

Application and required plans filed with the Village.
Date: 04-30-15 Received by: Valerie Parker

Application fee received by Village.
Date: _____ Received by: _____

Application and submitted application verified as being complete.
Date: 05-08-15 Reviewed by: VP

Zoning Administrator (or designee) action. Designee: John
Date: 5-12-15 Action Taken: Approved as presented Approved with modifications Denied

Applicant notified of decision.
Date: _____ Sent by: _____

Attached in Smart Search.
Date: _____ Attached by: _____

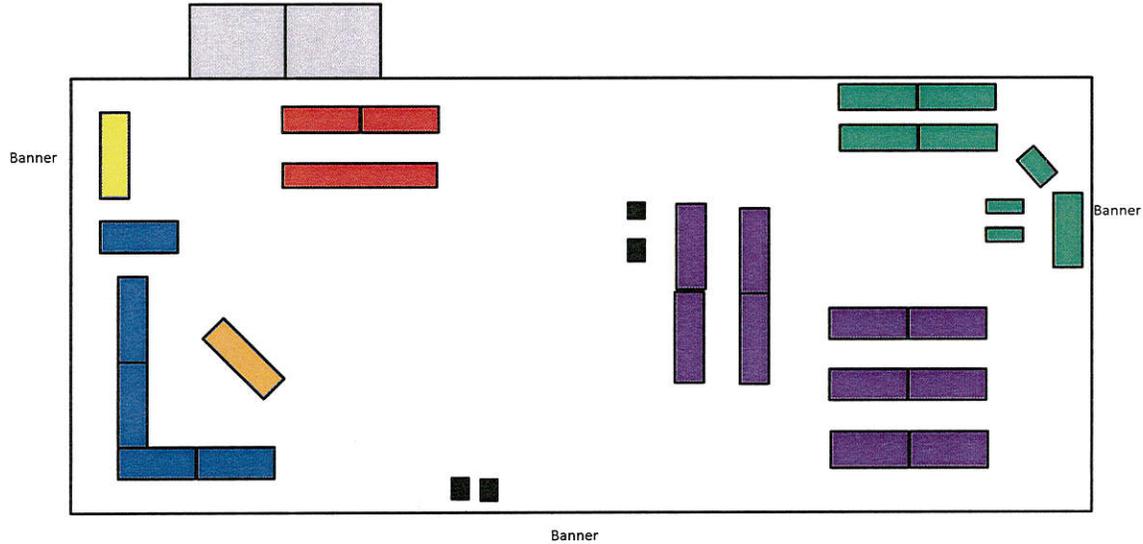
Attached and closed in Beehive.
Date: _____ Closed by: _____

Weston



- grey = popups
- red = registration
- blue = sales
- green = sams area
- purple = food area
- yellow = phone settings
- orange = displays
- black = garbages
- tan = generator and vehicles

40x60
124 chairs
12 computers



Will be Cellcom banners on tent. Other banners are directional only for different access areas of tent.

Cellcom banner will be 3' x 8'
(see e-mail)



Permit

Permit NO. **ZONE-4-16-6622**

Permit Type: **Zoning**

Work Classification: **Commercial**

Permit Status: **Final**

Issue Date: **4/15/2016**

Expiration: **on Change of Use**

Project Address 3406 Schofield Avenue, Suite A Weston, WI 54476	Business Name Midwest Auto, LLC	Applicant Vang Yang, vgyang@yahoo.com, (715) 551-3823 505 Lawrence Avenue, Rothschild, WI 54474
Parcel Number 192-2808-174-0987	Parcel Description Sec. 17, T28N, R08E	Zoning B-3 (General Business)
Parcel Owner Jacob Roth	Address 107 Deerfield Kerrville, TX 78028	Phone (830)955-0051

Proposed Land Use: Auto Dealership (Outdoor Display)

Description of Work: Locating their auto dealership at 3406 Schofield Ave, Suite A.

Zoning Regulations: 94.2.02(3)(d) B3 - General Business Zoning District. Auto Dealership falls under 94.4.05(6) Outdoor Display, which is a permitted use within the B3 Zoning District. **Business Owner cannot use the existing sign, as it is non-conforming, and has not been in use for 9 months, and needs to be removed.** Business owner is using the previous restaurant as their office.

ZONING:

Base District: B3 (General Business)

Overlay District: N/A

Conditional Uses: N/A

FEE SUMMARY

Fees Due	Amount
C.O. Change of Use/Owner COMMERCIAL	\$25.00
C.O. Existing Building Addition Commercial Fee	\$0.00
C.O. New Commercial Fee	\$0.00
Certificate of Occupancy Fee	\$50.00
Total:	\$75.00

Total	Amt Paid	Amt Due
\$75.00	\$50.00	\$25.00
Payment Type: Check #2925 & Cash		

Approval Conditions: *Per Village Attorney, due to pending litigation by the Village with the Roths, the entire property must meet all codes required by State/Village at time occupancy is issued. Since we have not been allowed to reinspect the portion of David Roth's use on the property to verify compliance with violations outlined in legal proceedings, the Village attorney has advised the entire property be inspected and pass prior to issuing occupancy.

I HEREBY UNDERSTAND THAT THIS PERMIT DOES NOT GRANT ANY RIGHT OR PRIVILEGE TO ERECT ANY STRUCTURE OR TO USE ANY PREMISE HEREIN DESCRIBED FOR ANY PURPOSE OR IN ANY MANNER PROHIBITED BY THE VILLAGE OF WESTON ZONING ORDINANCE. SPECIAL CONDITIONS AND/OR PROVISIONS STATED ON THIS BUILDING PERMIT SUPERCEDE ANY OTHER INFORMATION PROVIDED BY THE APPLICANT, INCLUDING INFORMATION PROVIDED ON THE PLANS. I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS PERMIT AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HERIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

Vang Yang **April 8, 2016**
Signature of Owner / Applicant / Contractor / Agent

Valerie Parker **April 15, 2016**
Issued by: Date

Commercial Zoning and Pre-Application

Permit
 Village of Weston/ETZ
 Date: 4/8/16

Permit No. : ZONE-4-16-6622

Payment: Cash ⁴⁶⁻¹⁶ Check No. _____

FULL COMPLETION OF THIS FORM IS REQUIRED FOR PROCESSING



5500 Schofield Ave
 Weston, WI 54476

-- PLEASE USE THE ONLINE FILLABLE PDF --

ZONING FEES

Zoning Permit **\$25.00 FEE** ✓ [43/4343]

EXPLANATION OF PROCESS

No new building and no existing building which is to be remodeled or relocated shall be issued a building permit until a zoning permit has been issued to certify that such construction or change would comply with the provisions of Chapter 94 of the Village of Weston Municipal Code, Wisconsin Uniform Building Code, and Village Building Codes. Buildings or spaces within buildings are not allowed to be occupied without a Certificate of Occupancy issued in the name of the tenant occupying that building or space. Applications for a Zoning Permit shall be made to the Department of Planning and Development prior to the submittal of an application for a site plan review, commercial rezone, conditional use, building permit and/or certificate of occupancy. THIS IS AN APPLICATION AND NOT A PERMIT TO OCCUPY THE BUILDING. Permits filled after the fact shall be subject to double the fee and a \$50.00 fine.

APPLICANT INFORMATION

Business Name: <u>MIDWEST AUTO, LLC</u>	Contact Name: <u>VANG YANG</u>
Business Owner: <u>VANG YANG</u>	Mailing Address: <u>505 LAWRENCE AVE.</u>
Business Address: <u>3406 SCHOFIELD AVE. SUITE A</u>	<u>ROTHSCHILD, WI 54474</u>
<u>Weston SCHOFIELD, WI 54476</u>	Phone: <u>(715) 551-3823</u>
Website: <u>N/A</u>	Email: <u>vgyang@yahoo.com</u>
Date Opening: <u>ASAP</u>	Applicant will: <input checked="" type="checkbox"/> Rent <input type="checkbox"/> Lease <input type="checkbox"/> Own

Property Owner: <u>JACOB ROTH</u>	Contact Name: <u>DAVID ROTH</u>
Mailing Address: <u>3406 SCHOFIELD AVE.</u>	Phone: <u>(715) 359-3989</u>
<u>Weston SCHOFIELD, WI 54476</u>	Email: <u>NA</u>

EXISTING AND PROPOSED USES

Current and proposed use of subject property (check all applicable uses, and whether each is a current use, proposed use, or both):

- | | | |
|---|--------------------------------------|--|
| Multiple Family Residential – 3 or more units | <input type="checkbox"/> Current Use | <input type="checkbox"/> Proposed Use |
| Mixed Commercial/Residential | <input type="checkbox"/> Current Use | <input type="checkbox"/> Proposed Use |
| Office | <input type="checkbox"/> Current Use | <input type="checkbox"/> Proposed Use |
| Commercial Retail/Service | <input type="checkbox"/> Current Use | <input type="checkbox"/> Proposed Use |
| Industrial and Warehousing | <input type="checkbox"/> Current Use | <input type="checkbox"/> Proposed Use |
| Institutional | <input type="checkbox"/> Current Use | <input type="checkbox"/> Proposed Use |
| Parking | <input type="checkbox"/> Current Use | <input type="checkbox"/> Proposed Use |
| Excavation/Mining/Significant Earth Movement | <input type="checkbox"/> Current Use | <input type="checkbox"/> Proposed Use |
| Other: <u>USED CAR LOT</u> | <input type="checkbox"/> Current Use | <input checked="" type="checkbox"/> Proposed Use |

PROJECT SITE SPECIFICATIONS

Project Type: Select a Project Type **NEW USE** Project Address: 3406 SCHOFIELD AVE. SUITE A
(or PIN if no address) Weston SCHOFIELD, WI 54476
Building Size (ft²): 1,300 sq. ft. Property Zone: Select Zoning Designation **B3**
Lot Size(ft² & Acres): 38,688 sq. ft. / .88 acres
Legal Description: _____

OPERATIONAL PLAN REQUIRED

The following components are required in the operational plan: (1) detailed description of the activities and process which will be taking place on the above stated property. This includes all principal uses, accessory uses and temporary uses (please see the use chart in Chapter 94 Article 3 of the zoning code); (2) a statement regarding outdoor storage and a detailed description of the materials being proposed to be stored (are there hazardous materials?); (3) a statement regarding the impacts on the neighboring parcels. What is the anticipated increase in traffic? The number of employees working on site. Drop-off and/or pick-up of materials and/or products (what times will these occur?); (4) existing facilities at the proposed site. Will there be the need to add or reduce the facilities (this includes parking spaces and square footage of the building/space occupied or outdoor storage); (5) what additional licenses are required to operate? A copy of all licenses will be required to be submitted with the occupancy application; (6) please include any other pertinent information.

Has the operational plan been attached? Yes No
Does the operational plan include ALL the required components listed above? Yes No

SITE PLAN REQUIRED

A site plan shall be submitted with this application. The site plan showing the following features: legal description of the property; subject site with lot dimensions, buildings, uses, fences, and other structures; easements; streets, railroads and other public right-of-ways; off-street parking areas and total number of available parking spaces; loading areas and driveways; outdoor storage areas; highway access restrictions and other restrictions where applicable; water ways, wetlands and floodplain boundaries; existing and proposed front, interior and rear yard setbacks. Some parcel information and maps may be obtained via the Marathon County Land Information Mapping System. For new construction, building additions and accessory structures this requirement is waived for this application. A separate **Commercial Site Plan Application** will be issued once this application has been approved by staff.

Has the site plan been attached? Yes No N/A
Does the site plan include ALL the required components listed above? Yes No N/A

OTHER REQUIREMENTS

A copy or description of any prior rezoning, conditional use permit, site plan, variance or other Village actions may be required to be submitted before a zoning permit may be issued. The Zoning Administrator or appointed designee will review the zoning compliance requirements with the applicant as necessary.

Has the required information been attached? Yes No N/A

REIMBURSEMENT FOR DEVELOPMENT REVIEW SERVICES

The Village Planner, Village Engineer, Public Works Director, Village Attorney, and other Village staff and consultants may expend time in the administration, investigation, and processing of development review applications. In addition, the Village may retain the services of other professional consultants—including but not limited to landscape architects, architects, environmental specialists, and recreation specialists—in the investigation and processing of such applications.

Reinforcing the requirements of Section 94.16.18(4) of the Village zoning ordinance, the signing and submittal of this application or petition for development review shall be construed as an agreement to pay for professional consulting services associated with the administration, investigation, and processing of this application or petition. The Village Administrator shall retain sole discretion in determining when and to what extent it is necessary to involve one or more professional consultants in the review of each application or petition.

The Applicant shall be responsible for the costs for such professional consulting services. The Applicant shall pay such costs upon receipt of one or more invoices from the Village, following the execution of the development review services associated with the application. In the event the Applicant fails to pay such costs, the responsibility shall pass to the property owner, if different, under

the same terms. Development review fees that are assigned to the Applicant or property owner, but that are not actually paid, may then be imposed by the Village as a special charge on the affected property.

STATEMENT OF UNDERSTANDING AND SIGNATURES

By signing and dating below, I acknowledge that I have reviewed and understand the Village of Weston zoning ordinance and its standards of approval related to this application; read, understand, and accept my responsibilities under the reimbursement section above; submitted an application that is true, correct, and complete to the best of my knowledge; acknowledge that Village officials and/or employees may, in the performance of their functions, enter upon the subject property to inspect or gather information necessary to process this application; understand that all meeting dates are tentative and may be postponed by the Village for the reason of incomplete submittals or other administrative reasons; if this application is approved, agree to abide by this application, approved plans, and required conditions associated with plan approval in the development of the subject property; and understand that the Village's zoning ordinance and/or the conditions of development approval may specify timeframes within which I must take certain actions related to the development of the subject property, or risk having the approval being nullified. Failing to attach all the required components will deem the status of this application as incomplete. Incomplete applications will not be reviewed and shall be discarded within 30-days if the application status remains incomplete. Any fees collected will not be refunded. **ALL FINALIZED PERMITS WILL BE SENT VIA EMAIL OR BE PICKED UP AT THE MUNICIPAL CENTER. Permits will not be sent by mail.** Work on the proposed project cannot begin without the issuance of a permit. Permits filled after the face shall be subject to double the fee and a \$50.00 fine.



4/8/16

Signature of Applicant

Date

Property Owner Project/Business Owner Project Manager

STAFF REVIEW

PIN: 192-2808-174-0987

Zoning: B3 (General Business) Village ETZ

Filed After the Fact: Yes No

Fine Imposed: Yes No Amount: _____

Conditional Use: Yes No Reason: _____
Use: _____

Proposed PC/ETZ Meeting Date: _____ CUP Number: _____

Rezone: Yes No Reason: _____
Requested Zone: _____

Proposed PC/ETZ Meeting Date: _____ Rezone Number: _____

Variance: Yes No Reason: _____
Requested Variance: _____

Proposed ZBA Meeting Date: _____ Variance Number: _____

Site Plan Application No. _____ Approval Date: _____
Building Permit No. _____ Approval Date: _____
Sign Permit No. _____ Permanent / Temp Date: _____

Code Section: 94.2.02(3)(d) B3-General Business Zoning District. Auto Dealer falls under

Comments: 94.4.05(6) Outdoor Display, which is a permitted use within the B3 district. Business Owner can not use the existing sign, as it is non-conforming, and has been out of use for 9 months. Business owner is using the previous restaurant as their office.

Per Village attorney due to pending litigation by the Village with the Roths, the entire property must meet ^{all} codes required by State / Village at time occupancy is issued. Since we have not been allowed to reinspect the portion of David Roths use on the property to verify compliance w/ violators outlined in legal proceedings. The Village attorney has advised the entire property be inspected + pass prior to issuing occupancy.

Jennifer L Higgins
Signature of Zoning Administrator or Designee

4/15/16
Date

Permit Number ZONE-4-16-6622 Approved Denied

STAFF TIME TABLE CHECKLIST

Pre-application conference with Planning and Development Department Staff. (optional)

Date: 4-6-16 Participants: e-mail vp

Application and required plans filed with the Village.

Date: 04-13-16 Received by: vp

Application fee received by Village.

Date: 04-08-16 Received by: vp

Application and submitted plans verified as being complete.

Date: 04-13-16 Reviewed by: vp

Determination by Zoning Administrator as to whether requested zoning permit requires approval or recommendation from another body under the zoning ordinance (e.g., conditional use permit, site plan approval). (Skip if N/A)

N/A Review Authority: _____ Meeting Date: _____

Action Taken: Granted Granted with modifications Denied

Zoning Administrator (or designee) action.

Date: 4/15/16 Action Taken: Granted Denied

Designee: [Signature]

Applicant notified of decision and sent Occupancy Permit Application.

Date: 4-15-16 Sent by: vp

Attached in Smart Search.

Date: _____ Attached by: _____

Attached and closed in Beehive.

Date: _____ Closed by: _____

Midwest Auto, LLC.

505 Lawrence Ave. Rothschild, WI 54474 Phone (715) 551-3823

Operational Plan

The property at 3406 Schofield Ave. suite A, ^{Weston} Schofield, WI 54476 will be used as a used car dealership. Midwest Auto, LLC aim is to sell used vehicles to the general public. In addition to the activities that will be taking place at this location, we will publicly display used vehicles on property lot, and provide financing and personal consultation on buying used vehicles.

There will not be any outdoors or indoor storage of any kind containing hazardous materials at the property of 3406 Schofield Ave. suite A, Schofield, WI 54476. General cleaning supplies that will be stored at the property stated above include, but are not limited to materials such as mop soap, cleaning wipes, window cleaner, etc. Majority of the property outside will be used for vehicle display.

The property is located on the west corner of Schofield Avenue and Gordon Street. We're projecting an estimate of up to 2% increase in traffic in addition to traffic already coming and going in the area. Businesses surrounding this property should not be affected negatively. Midwest Auto will have a minimum of one to four employees at the location stated above. All drop off and/or pickup of materials and/or products will run standard business hours from 8am-5pm Monday through Friday.

The existing facility at the proposed site will not be reduced in size nor will there be any additional square footage added to the existing facility. In order to operate as a used car dealership, a Dealer's license from the Department of Motor Vehicle is needed. Before we are able to obtain our licensure from the Department of Motor Vehicle, a facility on property that is zoned for sales of used vehicles is required.

Google Maps 3406 Schofield Ave



Imagery ©2016 Google, Map data ©2016 Google 20 ft

Measure distance

Total area: 38,668.05 ft² (3,592.38 m²)

Total distance: 791.38 ft (241.21 m)

Google Maps Schofield Ave

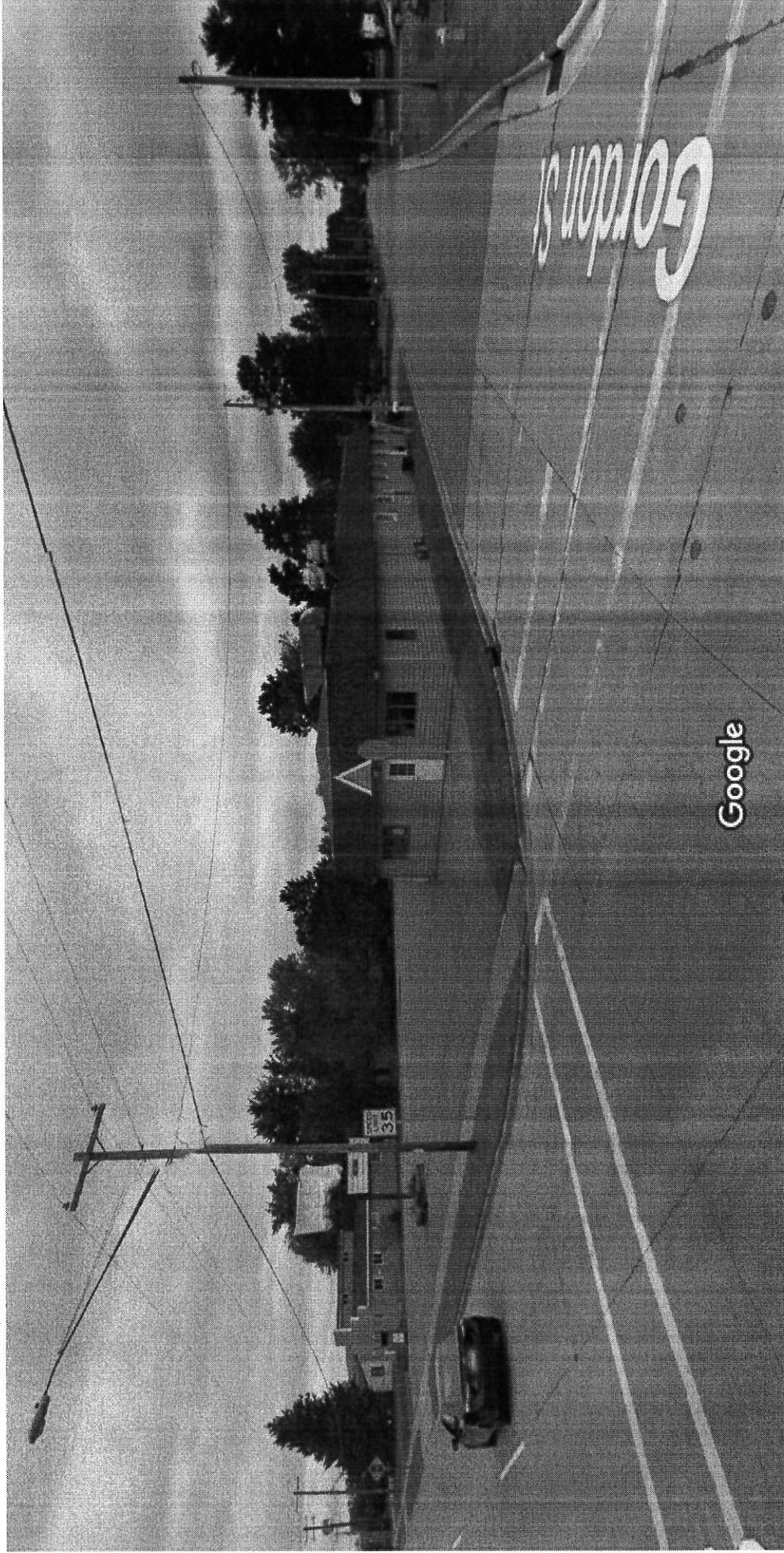


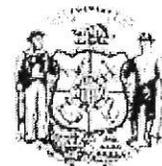
Image capture: Sep 2015 © 2016 Google

Weston, Wisconsin

Street View - Sep 2015



Sec. 183.0202
Wis. Stats.



State of Wisconsin
Department of Financial Institutions

ARTICLES OF ORGANIZATION - LIMITED LIABILITY COMPANY

Executed by the undersigned for the purpose of forming a Wisconsin Limited Liability Company under Chapter 183 of the Wisconsin Statutes:

Article 1. **Name of the limited liability company:**

MIDWEST AUTO LLC

Article 2. **The limited liability company is organized under Ch. 183 of the Wisconsin Statutes.**

Article 3. **Name of the initial registered agent:**

VANG YANG

Article 4. **Street address of the initial registered office:**

505 Lawrence Ave.
Rothschild, WI 54474
United States of America

Article 5. **Management of the limited liability company shall be vested in:**

A member or members

Article 6. **Name and complete address of each organizer:**

VANG YANG
505 Lawrence Ave.
Rothschild, WI 54474
United States of America

Other **This document was drafted by:**
Information.

VANG YANG

Organizer Signature:

VANG YANG

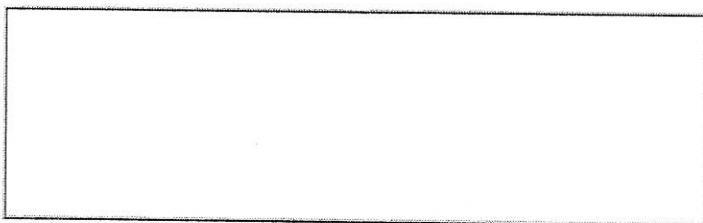
Date & Time of Receipt:

4/8/2016 11:52:53 AM

Order Number:

201604084751935

**ARTICLES OF ORGANIZATION - Limited Liability
Company(Ch. 183)**



Filing Fee: \$130.00
Expedite Fee: \$25.00
Total Fee: \$155.00

ENDORSEMENT

**State of Wisconsin
Department of Financial Institutions**

EFFECTIVE DATE	
4/8/2016	

FILED 4/8/2016	Entity ID Number
	M095392

- (b) *B-1 Neighborhood Business.* The B-1 district accommodates small-scale office, retail, and service uses compatible with adjacent residential neighborhoods. Development within this district is served by public sanitary sewer and water services. The B-1 district is intended for areas planned for commercial uses, and for small portions of areas planned for neighborhood development, within the Comprehensive Plan. (Predecessor district: B-1 Neighborhood Convenience Retail and Service)
 - (c) *B-2 Highway Business.* The B-2 district accommodates a range of large- and small-scale office, retail, commercial service, restaurant, and lodging uses. Development within this district is served by public sanitary sewer and water services. This district is intended for mapping (i) along major highway corridors; (ii) outside of the Village's neighborhood areas; and (iii) in areas planned for commercial uses within the Comprehensive Plan. (Predecessor district: B-2 Community Retail and Service)
 - (d) *B-3 General Business.* The B-3 district accommodates a wide range of commercial uses, along with compatible wholesale, light industrial, and outdoor storage and display uses. Development within this district is served by public sanitary sewer and water services. This district is intended for mapping (i) along major highway corridors; (ii) outside of the Village's neighborhood areas; and (iii) in areas planned for commercial uses, and occasionally in areas planned for industrial uses, within the Comprehensive Plan. (Predecessor district B-3 General Commercial)
 - (e) *BP Business Park.* The BP district accommodates office, light industrial, and other compatible businesses and support uses in a controlled business or office park setting. Allowable uses and activities include those associated with low levels of noise, odor, vibrations, and particulate emissions. Development within this district is served by public sanitary sewer and water services. This district is intended for mapping in areas planned for commercial uses, and occasionally in areas planned for industrial uses, within the Comprehensive Plan. (Predecessor district: B-P Business Park and B-4 Office)
 - (f) *LI Limited Industrial.* The LI district accommodates primarily light industrial, storage, office, and other compatible businesses and support uses. Allowable uses are geared toward activities which are not associated with high levels of noise, odor, particulate emissions, outdoor activities, and other potential nuisances. Development within this district is served by public sanitary sewer and water services. This district is intended for mapping in areas planned for industrial uses within the Comprehensive Plan. (Predecessor district: LMD Light Manufacturing Distribution)
 - (g) *GI General Industrial.* The GI district accommodates a range of manufacturing, assembling, fabrication and processing, bulk handling, storage, warehousing, trucking, and utility uses. The uses associated with this district may have significant off-site impacts such as heavy truck traffic, noise, and odors. Development within this district is served by public sanitary sewer and water services. This district is intended for mapping in limited areas planned for industrial uses within the Comprehensive Plan, at the Village's discretion. (Predecessor district: M1 Manufacturing and warehousing)
- (4) **Other Districts.**
- (a) *N Neighborhood.* The N district is intended to facilitate cohesive planned neighborhood developments that include desirable and innovative variations in the mix and relationship of uses, structures, and open spaces, consistent with proven principles of high-quality neighborhood design including traditional neighborhood design and conservation neighborhood design. Development within this district is served by public sanitary sewer and water services. See Article 14 for specifications. (Predecessor district: TND Traditional Neighborhood Development)

P = Permitted Use		C = Conditional Use		T = Temporary Use		Empty Cell = Prohibited Use		
Land Use Category		Zoning District (see key at end of figure)						
(#)	Land Use Type	INT	B-1	B-2	B-3	BP	LI	GI
(10)	Community Living Arrangement (16+)		C	C		C		
Commercial Land Uses (see Section 94.4.05 for descriptions and standards for each land use)								
(1)	Office	C	P	P	P	P	P	P
(2)	Personal or Professional Service		P	P	P	P	P	P
(3)	Artisan Studio		P	P	P	C	C	
(4)	Group Day Care Center	P	P	P	P	C	C	
(5)	Indoor Sales or Service		P	P	P	C	C	
(6)	Outdoor Display		C	C	P		C	C
(7)	Indoor Repair and Maintenance			P	P		P	P
(8)	Outdoor and Vehicle Repair and Maintenance			C	P		P	P
(9)	Drive-In or Drive-Through Sales or Service		C	P	P	C	C	C
(10)	Indoor Commercial Entertainment		C	P	P	P	C	C
(11)	Outdoor Commercial Entertainment		C	C	C			
(12)	Commercial Animal Establishment				P			
(13)	Bed and Breakfast		C	C				
(14)	Boarding House			C				
(15)	Campground	C						
(16)	Commercial Indoor Lodging		C	P	P	P		
(17)	Tourist Rooming House		C					
(18)	Adult Entertainment or Adult-Oriented Establishment							C
(19)	Large Retail and Commercial Service Development			C	C			
(20)	Microbeverage Production Facility		C	P	P	C	P	P

(6) Outdoor Display.

Includes all land uses, except as otherwise separately listed in this Article, that conduct sales or display sales or rental merchandise or equipment outside of an enclosed building. Examples include outdoor vehicle sales, outdoor vehicle rental, manufactured home sales, and monument sales. Such land uses do not include the storage or display of inoperative vehicles or equipment, or other materials typically associated with a "Junkyard or Salvage Yard" use. If an area less than 15 percent of the total sales area of the building(s) on the property is used for display of products outside of an enclosed building, such use shall instead be considered an "Outdoor Display Incidental to Indoor Sales" accessory use.

Performance Standards:

1. The display of items shall not be permitted in required landscaped areas, required bufferyards, or required setback areas for the principal structure.
2. Display areas shall be separated from any circulation area by a minimum of 10 feet, which shall be clearly delimited.
3. Items being displayed shall not interfere with motor vehicle, pedestrian, and bicycle traffic visibility.
4. A bufferyard meeting the requirements of Section 94.11.02(3)(d) shall be provided along all property borders abutting residentially zoned property.
5. The display of items outdoors shall be permitted during the entire calendar year; however, if items are removed from the display area, all support fixtures used to display the items shall be removed.
6. There must be a principal building on the same lot as the Outdoor Display land use, which serving as an essential component of that use, such as a sales office, indoor showroom, and/or storage facility. Such building shall be attached to a permanent foundation, and if erected or expanded after March 18, 2015, shall meet building design standards in Section 94.10.03.
7. Minimum Required Off-Street Parking: one space per 300 square feet of Gross Floor Area. In no event shall the display of items reduce or inhibit the use or number of parking stalls provided on the property below what is required in this Section. If the number of provided parking stalls on the property is already less than the requirement, such display area shall not further reduce the number of parking stalls already present.

(7) Indoor Repair and Maintenance.

Includes all land uses, except as separately listed, that perform repair and maintenance services for consumer products and contain all operations (except loading) entirely within an enclosed building, including electronics, mechanical, and small engine repair service businesses. Because of outdoor vehicle storage requirements, all vehicle repair and maintenance uses shall instead be regulated as "Outdoor and Vehicle Repair and Maintenance" uses.

Performance Standards:

1. Minimum Required Off-Street Parking: one space per 300 square feet of Gross Floor Area.

(8) Outdoor and Vehicle Repair and Maintenance.

Includes all land uses, except those that are separately listed in this Section, that perform maintenance services (including repair) and have all, or any portion (beyond simply loading) of their operations located outside of an enclosed building. Also includes all businesses that repair or maintain motor vehicles designed for road use and brought in from off-site.

Figure 5.02(1): Non-residential District Density and Intensity Standards

Zoning District	Minimum Lot Area (sf)	Minimum Lot Width (ft)	Minimum Public Street Lot Frontage (ft)	Minimum Landscape Surface Ratio (LSR)	Max Floor Area Ratio (FAR) ^(a)
INT Institutional	30,000	80	40	20%	0.5
B-1 Neighborhood Business	20,000	80	40	20%	0.5
B-2 Highway Business	30,000	80	40	20%	1.0
B-3 General Business	30,000	80	40	20%	0.5
BP Business Park	40,000	100	50	20%	1.5
LJ Light Industrial	30,000	80	40	15%	0.5
GI General Industrial	40,000	100	50	10%	1.0

^(a) Does not include structured parking or underground parking.

Figure 5.02(2): Non-residential District Setback and Height Standards

Zoning District	Minimum Setbacks (ft) (b)				Hard or Gravel Surface (c)	Minimum Principal Building Separation (ft)	Maximum Building Height (stories/ft, whichever is greater)			
	Principal Building to Front and Street Side Lot Lines (a)	Principal Building to Interior Side Lot Line	Principal Building to Rear Lot Line	Accessory Building to Interior Side/Rear Lot Line (a) (d)			Front or Street Side	Interior Side or Rear	Principal Buildings	Accessory Buildings
INT Institutional	20	8	20	3	15	10	3/45	1/20		
B-1 Neighborhood Business	10	6	10	3	10	5	3/45	1/20		
B-2 Highway Business	30	12	20	6	15	10	3/45	1/20		
B-3 General Business	30	12	20	6	15	10	3/45	1/20		
BP Business Park	30	12	20	10	15	10	4/60	1/20		
LI Light Industrial	30	12	20	10	10	5	2/30	1/20		
GI General Industrial	40	15	30	10	10	5	4/60	2/35		

(a) See Section 94.4.09(1) for standards related to detached accessory buildings located within front yard areas, minimum separation requirements associated with detached accessory structures, and other standards associated with detached accessory structures.

(b) Additional setbacks may be required along zoning district boundaries for bufferyards, if required for a particular land use in Article 4 or Section 94.11.02(3)(d).

(c) Includes all gravel and hard surfaces as defined in Section 94.17.04. This setback excludes intrusions required for driveway entrances and permitted or required for cross access driveways and pedestrian ways; shared driveways; and shared parking lots.

(d) Front and street side yard setbacks for accessory structures as the same as the minimum front and street side setback for the principal structure.

017372

STATE OF WISCONSIN, MARATHON COUNTY
CSM FILED VOL. 83 PAGE 29
04/22/2016 3:00:40 PM

MICHAEL J. SYDOW, REGISTER OF DEEDS, *Michael J. Sydow*

DOC # 1712226



CERTIFIED SURVEY MAP NO. 17312 VOL. 83 PAGE 29

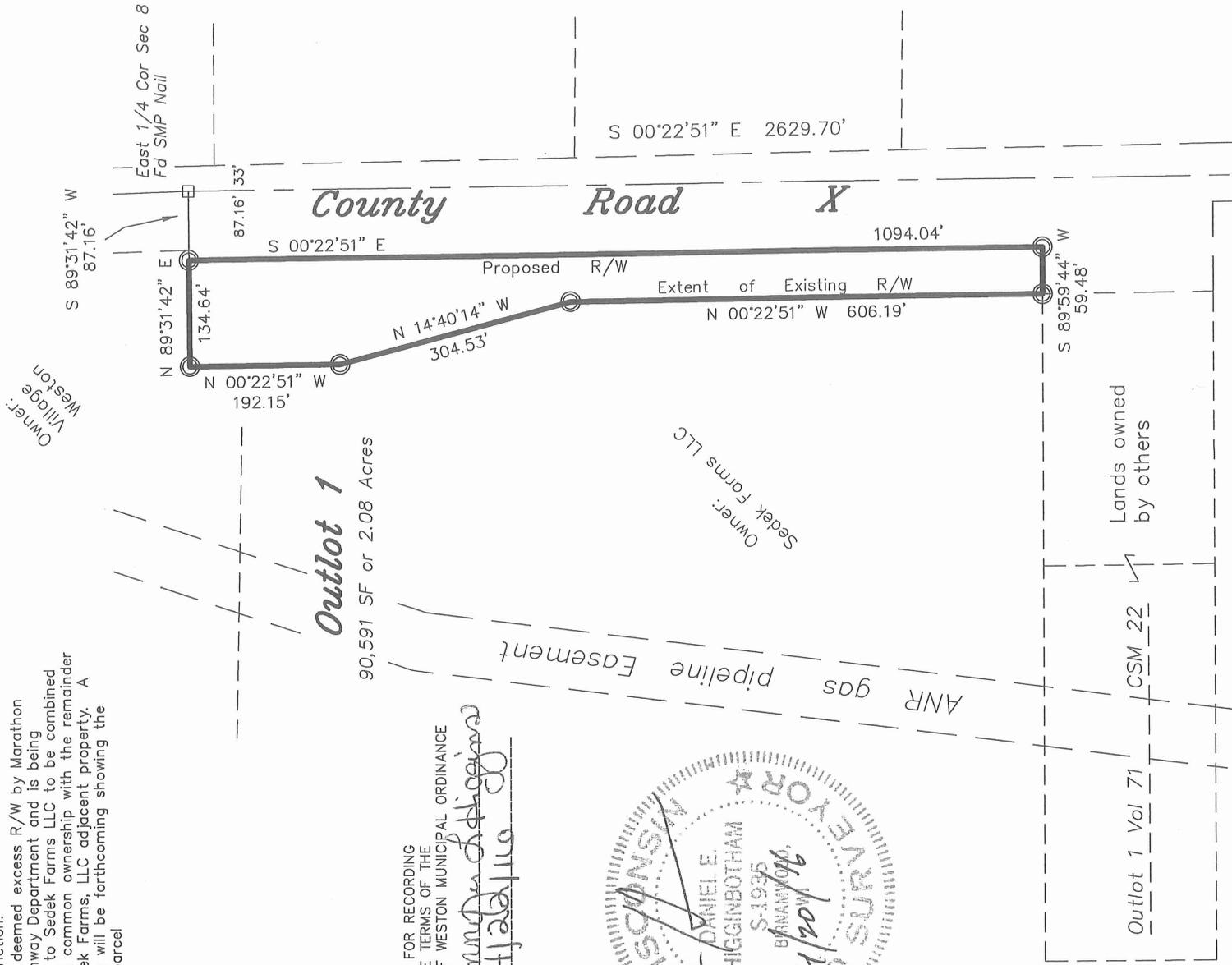
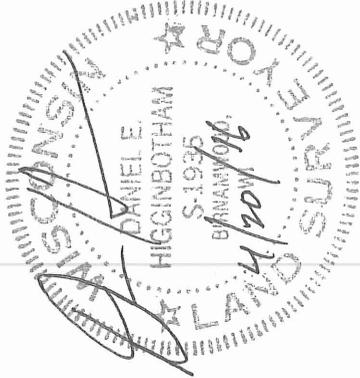
OF PART OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 8,
TOWNSHIP 28 NORTH, RANGE 08 EAST, VILLAGE OF WESTON,
MARATHON COUNTY, WISCONSIN

Outlot Restriction:
Outlot 1 is deemed excess R/W by Marathon County Highway Department and is being transferred to Sedek Farms LLC to be combined and held in common ownership with the remainder of the Sedek Farms, LLC adjacent property. A survey map will be forthcoming showing the combined parcel

Outlot 1
90,591 SF or 2.08 Acres

APPROVED FOR RECORDING
UNDER THE TERMS OF THE
VILLAGE OF WESTON MUNICIPAL ORDINANCE

BY: *Daniel E. Higginbotham*
DATE: 4/20/16



GRAPHIC SCALE



- ⊙ 1" X 24" ID IRON PIPE WEIGHING 1.68 LBS/LINEAL FOOT SET
- FOUND 2" I. PIPE
- ⊙ FOUND 1" I. PIPE
- ▲ FOUND PK NAIL OR RR SPIKE
- ⊠ FOUND GOV'T CORNER
- () RECORD DATA

1 inch = 200ft.

SURVEY PROVIDED BY:

PLOVER RIVER LAND CO., INC. 156 KENT STREET WAUSAU, WI (715)449-2229

BEARINGS ARE REFERENCED TO THE EAST LINE OF THE SE 1/4 OF SEC 8 ASSUMED TO BEAR S 0° 22' 51" E

SE Cor Sec 8
Fd SMP Nail

MARATHON COUNTY CERTIFIED SURVEY MAP

I, Daniel E. Higginbotham, Professional Land Surveyor, hereby certify:

That I have surveyed, divided and mapped by the order of Sedek Farms, LLC, a parcel of land being part of the Northeast ¼ of the Southeast ¼ of Section 8, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin more particularly described as follows:

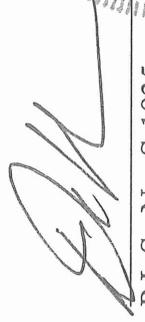
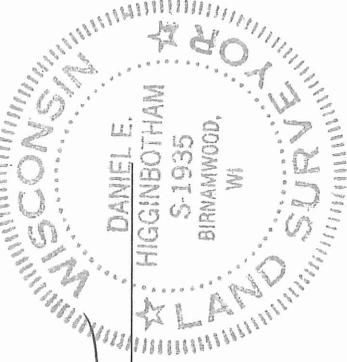
Commencing at the East ¼ Corner of Section 8; thence S 89° 31' 42" W, 87.16 feet along the North line Easterly extension of the North line of a parcel of land previously described in Document No. 1221005 and the Easterly extension thereof to the point of beginning of the parcel herein described; thence S 0° 22' 51" E, 1094.04 feet to the South line of a parcel of land previously described in Document No. 1221005; thence S 89° 59' 44" W, 59.48 feet along the said South line to the Southwest corner thereof; thence N 0° 22' 51" W, 606.19 feet along the West line of a parcel of land previously described in Document No. 1221005; thence N 14° 40' 14" W, 304.55 feet along said West line; thence N 0° 22' 51" W, 192.15 feet along said West line to the North line of a parcel of land described in Document No. 1221005; ; thence N 89° 31' 42" E, 134.64 feet along the North line of Document No. 1221005 to the point of beginning of the parcel herein described;

Said parcel contains 90,591 Square Feet or 2.08 Acres.
Subject to all roadways and easements of record.

That such plat is a correct representation of all exterior boundaries of the land surveyed and the subdivision thereof made to the best of my knowledge and belief;

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes.

Dated this 30th day of March, 2016.



P.L.S. No. S-1935

Prepared by:
Plover River Land Co., Inc.
156 Kent Street
Wausau, WI 54403
Sheet 2 of 2 Sheets

Prepared for:
Sedek Farms LLC
3810 Camp Phillips Road
Weston, WI 54476



R 17 12226 2

DOC # 1712226