



Village of Weston, Wisconsin
OFFICIAL MEETING AGENDA OF THE BOARD OF REVIEW

This regular meeting of the Board of Review, composed of seven (7) members, will convene at the Weston Municipal Center, Board Room, 5500 Schofield Ave., Weston, on **Monday, May 16, 2016, at 6:00 p.m.**, to consider the following matters:

A. Opening of Session.

1. Meeting called to order at 6:00 p.m.
2. Pledge of Allegiance to the Flag.
3. Clerk will take attendance and roll call.
4. Request for silencing of cellphones and other electronic devices.
5. Acknowledgement of Visitors

B. Adjourn to Tuesday, June 14, 2016 Upon Completion of the 2016 Assessment Roll.

WITNESS: My signature this 13th day of May 2016.

Sherry Weinkauff
Village Clerk

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 05/13/2016 @ 2:30 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. No actions to be taken by any other board, commission, or committee of the Village, aside from the Board of Review. Should a quorum be 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 at 715-359-6114, by 2pm 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 BOARD OF TRUSTEES

This regular meeting of the Village of Weston Board of Trustees, composed of seven (7) members, will convene at the Weston Municipal Center, Board Room, 5500 Schofield Ave., Weston, on **Monday, May 16, 2016, at 6:00 p.m.**, to consider the following matters:

A. Opening of Session.

1. Meeting called to order by President Ermeling.
2. Clerk will take attendance and roll call.
3. Acknowledgement of Visitors

B. Public Hearing on Village of Weston Subdivision Ordinance.

6. [Open Hearing](#) and hear comments from the public and Board of Trustees.
7. Close Hearing.
8. [Approve 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.](#)

C. Correspondence and comments from the public.

D. Presentations.

E. Consent Business Items

9. [Approve Ordinance No. 16-025 to amend 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.](#)
10. [Approve Ordinance No. 16-026 to amend Sections 94.16.11\(2\) of the zoning ordinance entitled Eligible provisions for which variances may be granted.](#)
11. [Approve Ordinance No. 16-027 to amend 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 \(for Non-Residential, Agricultural, and PR Districts—See Section 94.13.05 For Residential and RR District Standards\).](#)
12. [Approve Ordinance No. 16-028 to amend 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 Pedestrians Facilities.](#)
13. [Acknowledge the submitted 2015 Annual Recycling Report.](#)
14. [Acknowledge the Summary of the April 30, 2016 Home Composting Workshop.](#)
15. [Approve Operator Licenses.](#)
16. [Approve payment of expenditures – Voucher #43375 – 43505.](#)
17. [Approve Board of Trustee Minutes from May2, 2016.](#)
18. [Items Removed from Consent \(if any\).](#)

F. Reports from Committees, including draft meeting minutes (if any).

19. [Community Life, and Public Safety \(per Schuster/Hodell\).](#)
20. [Community Development Authority \(per Berger/Guild\).](#)
21. [Finance \(Per Berger/Jacobs\).](#)
22. [Parks and Recreation \(per Ostrowski/Osterbrink\).](#)

23. Personnel (Per Ziegler/Weinkauf).
24. [Plan Commission](#) (Per White/Higgins).
25. Property & Infrastructure (Per Ziegler/Donner).
26. Zoning Board of Appeals (Per Higgins).

G. Reports from Departments

27. [Clerk](#).
28. Fire & EMS.
29. [Finance](#).
30. Parks & Recreation.
31. [Planning & Development](#).
32. [Police](#).
33. Public Works & Utilities.
34. Technology Services.
35. Village Relations.
36. Department Directors may be dismissed following reports.

H. Regular New Business

37. Election of Vice-President for Board of Trustees.

I. Report from the Administrator.

J. Remarks from Trustees (No Board action will be taken for this agenda item).

K. Remarks from the President (No Board actions will be taken for this agenda item).

L. Discuss items to be included for next agenda (No Board actions will be taken for this agenda item).

M. Set next regular meeting date for Mon, June 6, 2016.

N. Adjourn.

WITNESS: My signature this 13th day of May 2016.

Sherry Weinkauf
Village Clerk

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 05/13/2016 @ 2:30 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. No actions to be taken by any other board, commission, or committee of the Village, aside from the Board of Trustees. Should a quorum be 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 at 715-359-6114, by 2pm the Friday prior to the meeting so any necessary arrangements can be made to accommodate each request.

Village of Weston, Wisconsin
REGULAR MEETING OF THE BOARD OF TRUSTEES
May 16, 2016

MEETING PACKET COVER SHEET
AGENDA ITEM – B.6.



NOTICE
Village of Weston
Public Hearing Chapter 74 Subdivision Ordinance

Pursuant to Wis. Stat. §236.45(4), notice is hereby given that the Board of Trustees of the Village of Weston will hold a public hearing on May 16, 2016, at 6:00 p.m., or as soon thereafter as possible, in the Board Room of the Weston Municipal Center, 5500 Schofield Avenue, Weston, WI, for all persons wishing to be heard on the proposed repeal and recreation of Chapter 74 of the Municipal Code of Ordinances entitled "Subdivision Regulations".

The public hearing will be held to gather public input on the proposed new land division regulations and subdivision ordinance prior to the Boards final consideration of the ordinance that same evening. 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>.

The proposed ordinance can be found on the Village's website at <http://www.westonwi.gov/509/Proposed-Ordinances> or by contacting Jennifer Higgins, Director of Planning & Development, at 715-359-6114 or jhiggins@westonwi.gov. Written comments should be submitted to Ms. Higgins by noon on day of said hearing, who will forward them to the Board for their consideration. All interested persons will be given an opportunity to be heard. Any person planning to attend needing special accommodations in order to participate should call the Village at (715) 359-6114.

Dated this 28th day of April, 2016

Sherry Weinkauf, Village Clerk



5500 Schofield Avenue
Weston, WI 54476

715-359-6114
www.westonwi.gov

Published as a legal ad in the Wausau Daily Herald on Monday, May 2 and Monday, May 9, 2016.

Village of Weston, Wisconsin
REGULAR MEETING OF THE BOARD OF TRUSTEES
May 16, 2016

MEETING PACKET COVER SHEET
AGENDA ITEM – B.8.



**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: **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: **BOARD OF TRUSTEES; MONDAY, MAY 16, 2016**

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

RECOMMENDATION TO: I make a motion to endorse approval of Ordinance No. 16-029.

LEGISLATIVE ACTION:

- | | | |
|---|---|--|
| <input type="checkbox"/> Acknowledge/Approve | <input checked="" 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
Plan Commission – Resolution No. 2016-008 – May 9, 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 (4/25), PIC (5/2) and PC (5/9). Per State Statutes PC 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 Monday. 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, PIC and PC. The few items caught by Trustee White on 5/9/16 have been incorporated into the current version of the document. All committees recommend its approval to the Village Board. Staff asks the Board to adopt this revised ordinance via Ordinance No. 16-029.

Attachments – Ordinance No. 16-029 and Exhibit A - Draft Chapter 74 Subdivision Ordinance.



VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN

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, on May 9, 2016, the Village Plan Commission reviewed the ordinance and recommended comprehensive changes be made to Chapter 74 to the Village Board by the adoption of Resolution No. 2016-008; and,

WHEREAS, the Village Board accepts the recommendation of the Plan Commission and has conducted a public hearing on May 16, 2016 preceded by a Class 2 notice, and following such hearing the Board considered public comments and the recommendation of the Plan Commission 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 THAT, the Village Board of Weston, Wisconsin, does ordain as follows:

SECTION 1: Chapter 74 “Subdivision Regulations” is hereby repealed, and a new Chapter 74 entitled “Subdivision Regulations,” which is attached hereto and incorporated herein as Exhibit A, is hereby created.

SECTION 2: SEVERABILITY. If any section, clause, provision, or portion of the newly created Chapter 74 is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of Chapter 74 shall not be affected thereby. If an application of Chapter 74 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 Chapter 74 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 3: EFFECTIVE DATE. This ordinance shall take effect upon approval and publication.

Adopted this 16th day of May, 2016.

VILLAGE BOARD OF WESTON

By: _____
Barbara Ermeling, President

Attest: _____
Sherry Weinkauf, Village Clerk

EXHIBIT A: A REPLACEMENT CHAPTER 74 SUBDIVISION REGULATIONS

APPROVED: _____

PUBLISHED: _____

DRAFT

Exhibit A

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

DRAFT UPDATE: May 10, 2016

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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; Police 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; Police 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; Police 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 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 and Marathon County.
- (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 94.11.02(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 Chapter 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 LED streetlights, or other similar energy efficient lighting as approved by the Director of Public Works, 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 94.11.02(3)(a) 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 Highway and Structure Construction, Sections 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 Wis. Stat. § 236.31. 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. § 66.0627.

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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.
- (4) The words “shall,” “must,” and “will” are mandatory.
- (5) The words “may,” “can,” and “might” are permissive.
- (6) The word “person” includes individuals, firms, corporations, partnerships, associations, trusts, and any other legal entity.
- (7) The word “Village” shall mean the Village of Weston, Wisconsin.
- (8) The word “County” shall mean the County of Marathon, Wisconsin, except where its context clearly requires otherwise.
- (9) The word “State” shall mean the State of Wisconsin.
- (10) The word “Plan Commission” shall mean the Village of Weston Plan Commission.
- (11) 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).
- (12) 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
REGULAR MEETING OF THE BOARD OF TRUSTEES
May 16, 2016

MEETING PACKET COVER SHEET
AGENDA ITEM – E.9.



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: **BOARD OF TRUSTEES; MONDAY, MAY 16, 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 of Ordinance No. 16-025.

LEGISLATIVE ACTION:

- | | | |
|---|---|---------------------------------------|
| <input type="checkbox"/> Acknowledge/Approve | <input checked="" 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 Plan Commission/ETZ Committee – May 9, 2016

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 Weinkauf, its Clerk

APPROVED: _____

PUBLISHED: _____

Village of Weston, Wisconsin
REGULAR MEETING OF THE BOARD OF TRUSTEES
May 16, 2016

MEETING PACKET COVER SHEET
AGENDA ITEM – E.10.



**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: BOARD OF TRUSTEES; MONDAY, MAY 16, 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 of Ordinance No. 16-026.

LEGISLATIVE ACTION:

- | | | |
|---|---|---------------------------------------|
| <input type="checkbox"/> Acknowledge/Approve | <input checked="" 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: Plan Commission/ETZ Committee; Monday, May 9, 2016

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 month's 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
REGULAR MEETING OF THE BOARD OF TRUSTEES
May 16, 2016

MEETING PACKET COVER SHEET
AGENDA ITEM – E.11.



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: **BOARD OF TRUSTEES; MONDAY, MAY 16, 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 of Ordinance No. 16-027.

LEGISLATIVE ACTION:

- | | | |
|---|---|---------------------------------------|
| <input type="checkbox"/> Acknowledge/Approve | <input checked="" 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: Plan Commission/ETZ Committee – May 9, 2017

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: ~~Two~~ **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
REGULAR MEETING OF THE BOARD OF TRUSTEES
May 16, 2016

MEETING PACKET COVER SHEET
AGENDA ITEM – E.12.



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

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

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: **BOARD OF TRUSTEES; MONDAY, MAY 16, 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 of Ordinance No. 16-028.

LEGISLATIVE ACTION:

- | | | |
|---|---|---------------------------------------|
| <input type="checkbox"/> Acknowledge/Approve | <input checked="" 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: Plan Commission Public Hearing – 5/9/16

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.** Where there is existing curb and gutter 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 5-foot wide 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. Plan Commission may waive the above stated provisions under the following circumstances:

- (a) The Village Capital Improvement Plan and/or sidewalk and trail planning maps, or similar planning documents do not include sidewalks within the project neighborhood; or
- (b) The Director of Public Works has determined that future sidewalk grades cannot be determined or;
- (c) The Director of Public Works has determined that substantial grading of the area between the curb and the right-of-way line is required for both the subject parcel and both neighboring parcels.

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: _____

DRAFT

Village of Weston, Wisconsin
REGULAR MEETING OF THE BOARD OF TRUSTEES
May 16, 2016

MEETING PACKET COVER SHEET
AGENDA ITEM – E.13.



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

REQUEST FROM: **JENNIFER HIGGINS, DIRECTOR OF PLANNING & DEVELOPMENT
VALERIE PARKER, PLANNING TECHNICIAN**

ITEM DESCRIPTION: **2015 ANNUAL REPORT RECYCLING PROGRAM ACCOMPLISHMENTS AND ACTUAL COSTS**

DATE/MTG: **VILLAGE BOARD; MONDAY, MAY 16, 2016**

POLICY QUESTION: Should the Board of Trustee consider the Director of Planning & Development's recommendation that the Village Board of Trustees acknowledge the 2015 Recycling Annual Report, submitted on April 29, 2016?

RECOMMENDATION TO: (I make a motion to. . .) acknowledge the submitted 2015 Annual Recycling Report.

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:

- Budget Line Item: 18-00-43545-000-000
- Budget Line Item: _____
- Budgeted Expenditure: _____
- Budgeted Revenue: Overall grant award total for 2015 was \$78,664.08 (2016 is not determined yet).
-

STATUTORY / RULEMAKING / POLICY REFERENCES:

- WI Statue: Chapter 287
- WI Administrative Code: NR 544
- Case Law / Legal: _____
- Municipal Code: Chapter 66
- Municipal Rules: _____
-

PRIOR REVIEW: Reviewed by the following Departments: Public Works, Finance, and Planning & Development

BACKGROUND:

After completing the 2015 Base Recycling Grant application, on September 30, 2014, along with the Recycling Consolidation Grant (with Marathon County and other municipalities), the Village was awarded a 2015 recycling grant in the amount of \$78,679.55.

When submitting this annual report, the Village makes certain assurances and certifies:

- A. The Responsible Unit (Village of Weston's) recycling program operated in accordance with its Effective Recycling Program Approval.
- B. The Village complied with all applicable provisions of Chapters 287, Wis. Stats., and chs. NR 544 and NR 542, Wis. Adm. Code.
- C. The Village understands that failure to comply with any applicable provision of ch. 287, Wis. Stats., chs. NR 544, Wis. Adm. Code, and NR 542, Wis. Adm. Code, or the Effective Recycling Program Approval may result in termination of its Effective Recycling Program Approval, the prohibition of disposing solid waste from the responsible unit in solid waste disposal or treatment facilities located in the State of Wisconsin, and ineligibility for State recycling grants.
- D. The Village certifies that in the management of its solid waste, it has, whenever possible and practical, followed these priorities: 1) the reduction of the amount of solid waste generated; 2) the reuse of solid waste; 3) the recycling of solid waste; 4) the composting of solid waste; 5) the recovery of energy from solid waste; 6) the land disposal of solid waste; 7) the burning of solid waste without energy recovery.

Supplemental Briefer for Agenda Items under Consideration?

Attachments?

Report Status: Submitted
Report Date: April 30 2016

State of Wisconsin
Department of Natural Resources

Questions: ANGELA CAREY
PO Box 7921
Madison WI 53707-7921

Angela.Carey@Wisconsin.gov
608-266-6965

2015 ANNUAL REPORT RECYCLING PROGRAM
ACCOMPLISHMENTS AND ACTUAL COSTS
Form 4400-182 Rev. 2-08

NOTICE: Completion of this form fulfills the mandatory annual reporting requirement for continued approval of a responsible unit's recycling program and retention of the DNR recycling grant, for those who received it. This form is authorized by s. NR 544.10 and s. NR 542.09(3), Wis. Adm. Code. Personally identifiable information will be used for program administration and must be made available to requesters as required by Wisconsin Open Records law [s. 19.31-19.39, Wis. Stats].

Responsible Unit (RU)	County	Municipal Code	RU Population
Village of Weston	Marathon	37192	15931

SECTION 1: CONTACT INFORMATION

A. Authorized Representative

Name: Jacobs, John
Title: Finance Dir/Treas
Address: 5500 Schofield Ave
Weston, WI 54476-4333
Telephone: 715-241-2605 **Phone Type:** Landline
Email: jjacobs@westonwi.gov

B. Primary Contact

Name: Higgins, Jennifer
Title: Planning & Development Director
Address: 5500 Schofield Ave
Weston, WI 54476-4333
Telephone: 715-241-2638 **Phone Type:** Landline
Email: jhiggins@westonwi.gov

SECTION 2: EFFECTIVE PROGRAM INFORMATION

A. Collection of Recyclables for 1 - 4 Residential Unit Housing – Multiple Member

Member Name WESTON TOWN OF **Muni Code** 37082 **Join Method:** By Contract **Join Date:** 09/23/1996

1. Does this member have curbside collection? Y

a) How is curbside service provided?

RU contracts with a private hauler for service

b) What is this member's primary curbside collection method? Single Stream

c) How often are this member's recyclables picked up? Bi-Weekly

2. Does this member have drop-off service? Y

a) How many hours is member's drop-off center open monthly, on average? 700

b) How is drop-off service provided?

RU contracts with a private hauler for service

3. Member drop off site list

Site Name	Location or Address	City
Weston Recycling Center - Advanced Disposal Services	5509 Fuller Street	Weston

4. What is this member's primary collection method? Curbside

Member Name WESTON VILLAGE OF **Muni Code** 37192 **Join Method:** By Contract **Join Date:** 09/23/1996

1. Does this member have curbside collection? Y

a) How is curbside service provided?

RU contracts with a private hauler for service

b) What is this member's primary curbside collection method? Single Stream

c) How often are this member's recyclables picked up? Bi-Weekly

2. Does this member have drop-off service? Y

a) How many hours is member's drop-off center open monthly, on average? 700

b) How is drop-off service provided?

RU contracts with a private hauler for service

3. Member drop off site list

Site Name	Location or Address	City
Weston Recycling Center - Advanced Disposal Services	5509 Fuller Street	Weston

4. What is this member's primary collection method? Curbside

6. Hauler List

Hauler Name	C & T	Contract
Advanced Disposal Services - Wausau	10434	Municipality(RU)

B. Processing of Recyclables for 1-4 Residential Unit Housing

1. List of Materials Recovery Facilities (MRF)

Materials Recovery Facility	FID	RU Contract
Advanced Disposal Services (Wi Rapids)	772157650	Y

2. List of Other Processors and End Users

C. Compliance

1. Does your RU have a recycling ordinance?	Y
a) Did your recycling ordinance change during the previous calendar year?	Y
b) Ordinance Effective Date	11/18/2015
2. Have you implemented a Compliance Assurance Plan (CAP) as required by s. NR 544.04(9g), Wis. Adm. Code?	Y
a) Did you make changes to your CAP during the previous calendar year?	N

3. How does your RU ensure compliance with your recycling ordinance at residences with 5 or more units?

RU provides direct outreach to business owners/managers

RU staff regularly conduct inspections/visits

RU staff respond to recycling-related complaints

4. How does your RU ensure compliance with your recycling ordinance at non-residential facilities and properties (e.g., businesses, stadiums, events, etc.)?

RU provides direct outreach to business owners/managers

RU staff respond to recycling-related complaints

SECTION 3: ANNUAL PERFORMANCE INFORMATION

A. Compliance & Enforcement

1. Compliance and enforcement actions taken

	Complaints Received	Warning Tags	Verbal Warnings	Written Warnings	Inspections	Citations
1 - 4 units residential	15	1	5	13		0
5+ units residential	3	0	3	1	0	0
Non-residential (Business)	1	0	1	1	1	0

B. Table 1 Materials and Weights Collected

1. Table 1 Materials Collected

Material Name

Newspaper

Corrugated cardboard

Residential mixed paper (includes magazines and office paper)

Aluminum containers

Steel & bi-metal containers

Plastic containers #1 & #2

Plastic containers #3 - #7

Glass containers

2. List of Reported Tonnages

Name	Type	Tonnage
Advanced Disposal Services - Wausau	HAUL	1030.10
Aluminum containers		23.68
Corrugated cardboard		201.29
Glass containers		177.60
Newspaper		438.08
Plastic containers #1 & #2		50
Plastic containers #3 - #7		44.72
Residential mixed paper (includes magazines and office paper)		11.84
Steel & bi-metal containers		82.89

Loads Include:

3. Summary of Compliance with Table 1 Collection

a) Total weight of Table 1 materials collected from residences	1,030.10
b) Per capita collection	129.32
c) Per capita collection standard (lbs. per capita)	105.54

Based on the data you provided, you have MET your Table 1 collection standard.

C. Information on Other Materials Collected From Residents

1. Table 2 Other banned materials collected for recycling

Material Name	Weight/ Unit
Electronics	10 Number of
Used lead acid batteries	6 Number of
Used oil	300 Gallons
Waste tires	67 Number of
Yard waste	1720 Tons

2. Additional Materials Collected from Residents

Material Name
Carpet
Cooking oil
Mattresses
Non-bottle plastic containers
Other rigid plastics
Plastic bags, wrap and film
Scrap metals
Scrap wood/wooden furniture

3. Do you have documented data on the amount of municipal trash/garbage collected from your community for this reporting year? N

a) What was the tonnage? 0.00

4. Do you operate a household hazardous waste collection center? N

D. Report of Actual Recycling Costs

1. Section 3.D will be blank if you did not have a grant award

a) Total costs of recycling program (Worksheet Line 18, Column E)	338,337.00
b) Total ineligible costs and revenue (Worksheet Line 21, Column E)	650.00
c) Total eligible recycling costs (Worksheet Line 22, Column E)	337,687.00
d) Cost per capita including yard waste	21.20
e) Yard waste handling costs	207,242.57
f) Cost per capita excluding yard waste	8.19
g) Cost per ton excluding yard waste	126.63

You have successfully earned your grant. Repayment will not be required

E. Outreach and Other Program Features

1. What outreach efforts did you undertake in the program year?

- Community yard sale
- Conduct waste audits
- Direct mail (flyers in the tax bill, etc.)
- Display booths at fairs, etc.
- News releases
- Print ads (newspaper, magazines, etc.)
- Printed publications (flyers, handouts, etc.)
- Radio ads or public service announcements
- Recycling focused event (collections, cleanups, etc.)
- Social media (facebook, twitter, etc.)
- Web site has recycling info (what to recycle, when, where, and how)

2. Do you have a Pay As You Throw/Volume Based Fee system for trash collection? N

3. Are you active in special events recycling? Y

- Provide loaner recycling bins
- Provide staffing or technical assistance

4. Do you require haulers that are contracted by your residents to be licensed or registered with the community in order to provide recycling services? Y

- Require reporting on recycling collection to the RU

5. Have you targeted any of these for special outreach/improvement?

a) Business or targeted business sector N

b) Incentive programs such as Recycle Bank for residents N

c) Multi-family housing (more than 4 units) Y

d) Work with hauler to improve the program Y

6. Do you work with other communities to coordinate or jointly provide services? Y

SECTION 4: CERTIFICATION

RU Name: Village of Weston
Mail To: ANGELA CAREY - WA/5
 PO Box 7921
 Madison WI 53707-7921

Muni Code: 37192
County: Marathon
Population: 15931

A. Summary of 2015 Recycling Performance

Weight Summary

Total weight of residential Table 1 materials collected	1,030.10
Per capita collection	129.32
Per capita collection standard	105.54

Based on the data you provided, you have MET your Table 1 collection standard.

Cost Summary

2015 Grant Award	78,679.55
Net eligible recycling costs	337,687.00
Cost per capita including yard waste	21.20
Yard waste handling costs	207,242.57
Cost per capita excluding yard waste	8.19
Cost per ton excluding yard waste	126.63

B. Exemption not required

C. Assurances

A. The responsible unit certifies the program operates in accordance with its Effective Recycling Program Approval or, if there have been changes, the responsible unit has described those changes in this 2015 Annual Report Form. The responsible unit agrees to comply with all applicable provisions of ch. 287, Wis. Stats., and chs. NR 544 and NR 542, Wis. Adm. Code.

C. The responsible unit understands that if it fails to comply with any applicable provision of ch. 287, Wis. Stats., chs. NR 544 Wis. Adm. Code, and NR 542 Wis. Adm. Code, or its Effective Recycling Program Approval, the following may happen:

- * the responsible unit's Effective Recycling Program approval may be revoked,
- * the responsible unit may not be allowed to dispose of its solid waste in solid waste disposal and solid waste treatment facilities located in the state of Wisconsin, and
- * the responsible unit may lose its eligibility for a state recycling grant.

D. The responsible unit certifies that in the management of its solid waste, it has, whenever possible and practical, followed these priorities: 1) the reduction of the amount of solid waste generated; 2) the reuse of solid waste; 3) the recycling of solid waste; 4) the composting of solid waste; 5) the recovery of energy from solid waste; 6) the land disposal of solid waste; and 7) the burning of solid waste without energy recovery.

I hereby acknowledge I am the duly authorized representative of the responsible unit and, to the best of my knowledge and belief, the information contained in this report is correct, true and complete.

D. Certification

I have reviewed all sections of this report.

Name of Authorized Representative John Jacobs	Signature of Authorized Representative	Date Submitted 04/29/2016
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Prepared by: Valerie Parker
Confirmation #: 144144-S-20160429:130924
 Higgins, Jennifer
 715-241-2638
 5500 Schofield Ave
 Weston, WI 54476-4333

**State of Wisconsin
Department of Natural Resources**

2015 Actual Budget Spreadsheet

Form 8700-AR (Rev. 2-10)

RU: WESTON VILLAGE OF

County: Marathon

Muni Code: 37192

Recycling Expenditures UCA #53635 (including yard waste)	A Education	B Collection Curbside &/or Drop-off	C Processing & Marketing	D Compliance Enforcement	E Actual Total Costs
1. 53635-100 Salaries/Wages & Employee Benefits		\$66,366		\$20,850	\$87,216
2. 53635-210 Consulting & Professional Services					
3. 53635-220 Utility Services					
4. 53635-240 Purchased Repairs & Maintenance		\$5,400			\$5,400
5. 53635-290 Purchased Services Printing & Advertising	\$4,284			\$280	\$4,564
6. 53635-290 Purchased Services Other(contractual svcs)		\$120,214			\$120,214
7. 53635-310 Office Supplies					
8. 53635-320 Subscriptions & Dues					
9. 53635-330 Employee Travel & Training					
10. 53635-340 Operating Supplies & Expenses	\$833				\$833
11. 53635-350 Repair & Maintenance Supplies		\$28,412			\$28,412
12. 53635-510 Insurance					
13. 53635-530 Rents & Leases					
14. 53635-540 Depreciation					
15. 53635-540 Hourly Equipment Use Charges					\$91,698
16. 53635-900 Cost Allocations					
17. Other -900 Cost Allocations Other (not #53635)					
18. Total Recycling Costs	\$5,117	\$220,392		\$21,130	\$338,337
Ineligible Costs and Revenues					
19. Costs - Recycling of banned items s. 287.07(1m), Wis. Stats. (Batteries, Major Appliances and Oil)					\$650
20. Revenue - Sale of Recyclables					
21. Total Ineligible Costs & Revenues (total of lines 19 and 20)					\$650
22. Total Eligible Costs & Revenues (total of line 18 minus line 21)					\$337,687.00

Village of Weston, Wisconsin
REGULAR MEETING OF THE BOARD OF TRUSTEES
May 16, 2016

MEETING PACKET COVER SHEET
AGENDA ITEM – E.14.



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

REQUEST FROM: **JENNIFER HIGGINS, DIRECTOR OF PLANNING & DEVELOPMENT
VALERIE PARKER, PLANNING TECHNICIAN**

ITEM DESCRIPTION: **SUMMARY OF HOME COMPOSTING WORKSHOP, HELD 04/30/2016**

DATE/MTG: **VILLAGE BOARD; MONDAY, MAY 16, 2016**

POLICY QUESTION: Should the Board of Trustee consider the Director of Planning & Development's recommendation that the Village Board of Trustees acknowledge the summary of the 04/30/2016 Home Composting Workshop?

RECOMMENDATION TO: (I make a motion to. . .) acknowledge the submitted Summary Report.

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:

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

STATUTORY / RULEMAKING / POLICY REFERENCES:

- WI Statute: _____
- WI Administrative Code: _____
- Case Law / Legal: _____
- Municipal Code: 66.121 Residential Composting
- Municipal Rules: _____
-

PRIOR REVIEW: N/A

BACKGROUND:

The Village of Weston once again offered to host a Home Composting Workshop, which was presented by Marathon County Solid Waste Department and Recycling Connections Corporation. This workshop was held here at the Municipal Center on Saturday, April 30th, from 10:30 a.m. – noon. Another home composting is scheduled to take place on May 14th, from 10:30 a.m. – noon, at the Kronenwetter Municipal Center.

Marathon County Solid Waste Department paid for the costs of printing the posters and the costs to advertise these two workshops in the City Pages. There was a small fee of \$5.00/household charged to help cover any costs incurred by the host municipality.

Marathon County Solid Waste also provided free seed packets and three door prizes to give away for those in attendance.

We had nine people attend our workshop, who represented five households. Karen Sieg, Recycling Connections Corporation (as always) gave a very informative and lively presentation. With the cooperation of the weather, we were able to perform a live outdoor simulation of how to properly compost. A handout on Compost Basics was given to those in attendance, along with a copy of Weston's Home Composting Ordinance (Sec. 66.121 Residential Composting) to those who were Weston Residents.

A copy of the poster announcing the Home Composting Workshop is attached, along with the Compost Basics handout, Sieg's presentation, Weston's Residential Composting Ordinance, and a few pictures from the workshop.

- Supplemental Briefer for Agenda Items under Consideration?
- Attachments?

WHY COMPOST?

Let the experts tell you.



Home Composting Workshop presented by Marathon County Solid Waste & Recycling Connections Corporation

Two dates are set for this workshop:

Saturday, April 30th, from 10:30 a.m. – Noon • Weston Municipal Center

Hosted by the Village of Weston

Saturday, May 14th, from 10:30 a.m. – Noon • Kronenwetter Municipal Center

Hosted by the Village of Kronenwetter

There will be an educational presentation followed by a hands-on demonstration, so please dress appropriately. People who register, and attend, will be entered into a drawing for a door prize, and will get a special gift for attending.

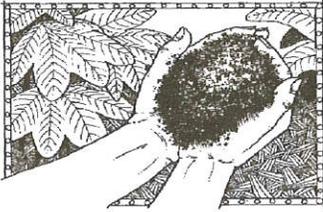
Workshop Cost: \$5 per household (limit to 2 per household)

Pre-order your Compost Bins and Kitchen Pails!

Bins \$53 • Pails \$25 MasterCard and Visa accepted

Please call 715-446-3101 X100 to register or to place your Bin order!





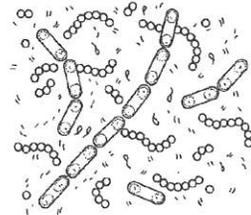
Compost Basics

Speed Up Nature—Compost!

Your compost pile is a living system. And microbes are the work horses of your pile. Keep the bacteria and fungi happy and they will work to make compost faster for you. It's all about managing your pile.

What to microbes need? Same as us.

- Food Carbon + Nitrogen
- Water Damp as a wrung out sponge
- Oxygen Turn the pile regularly to fluff up air channels
- Temperature Best above 50 degrees outside



What do you need to compost?

1. Buy or make a bin—commercial or home built
2. Feed the microbes:
2 handfuls of brown or carbon + **1 handful of green or nitrogen**
 (dried plant material, shredded paper, etc) (green plant material, food scraps or other nitrogen)
3. Layer 2ft browns then 1 ft greens. Top layer is ALWAYS brown to manage odors & hold in moisture.
4. Water as build pile
5. Turn once every week or two to add oxygen
6. Cure 4 weeks, once appears like dark & crumbly , to mature the compost



Hot Pile: Build all at once as a batch. Microbes multiply; Pile heats up to 132-140 degrees F. Turn weekly so each part of pile gets hot & kills weed seeds and most diseases.

Cool Pile: Build as you get materials. Top layer ALWAYS browns. Turn when you can. Don't add weed seeds or diseased plants.

Stock pile some fall leaves so they are available in summer to combine with nitrogen in summer when carbon sources are harder to find.

Place bin near house, garden and within hose reach. Sun or shade OK.

How soon can I get finished compost?

Fast, hot method: 2-6 months if keep microbes happy.

Slow, cool method: 1-2 years

Finished compost is:

- dark brown, crumbly & don't recognize leaves, grass, food scraps
- smells earthy like a greenhouse
- doesn't reheat

Compost Uses

- Add to Soil** dig into top 4-6 inches of soil
- Use as Mulch** 2-3 inches to top of soil around flowers, vegetables, trees & shrubs
- Mix in potting soil** see recipes on back page
- Lawn Top Dressing** screen with 1/2 " hardware cloth attached to wooden frame
- Compost Tea** soak bag of compost in water & add oxygen with a fish aerator to increase microbial populations. Spray on lawns, garden & houseplants.

Let's Compost !



Spring 2016 Workshop Series

Karin Sieg
Exec. Director



What is COMPOST?

- It's **NOT** Dirt !
- It's **NOT** Soil !
- It's a **Soil Amendment** !



Composting...

...speeds up the natural decay of organic materials into a humus-like material called compost.



When you compost...

... you use a pile or bin to control:

- Air (oxygen)
- Water
- Food
- Temperature



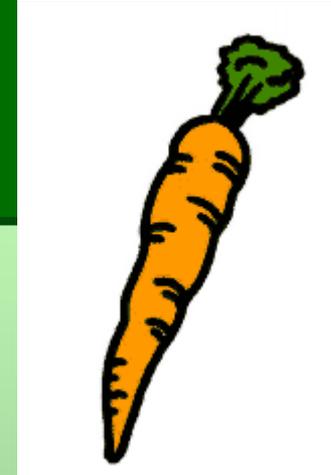
Why compost ?

The 'Stick'



- In January 1993, Wisconsin's Recycling Law banned yard waste (materials) from landfills & most incinerators.
- No leaves, grass clippings, garden debris or twigs, brush & branches smaller than 6 inches in diameter can go into landfills.
- Be sure to check out local ordinances for additional instructions related to composting!

Many 'Carrots'



Promotes SOIL HEALTH!

- Supplies organic matter to soil
- Attracts earthworms
- Reduces erosion
- Increases soil water holding capacity – sands
- Improves soil drainage – clays
- Improves soil structure



Benefits of Compost:

Plant nutrients

Compost is not a fertilizer, but it does contain plant nutrients.

- Nitrogen, phosphorus potassium and trace nutrients
 - Released slowly to plants!



Benefits of Compost:

Promotes soil health

Brings Soil back to life – aerobic microbes

- ✓ **Increases soil nutrient retention**
- ✓ **Suppresses some soil-borne (diseases)**
- ✓ **Breaks down contaminants**

Benefits of Compost: Saves You Money!

You avoid purchasing:

- Soil amendments
- Fertilizers & pesticides

Saves Tax Dollars:

- Municipal costs for curb side pick up & drop-off sites for yard materials



OK, I'm convinced
(and made it here this morning)
but NOW WHAT?



Location, location, location !

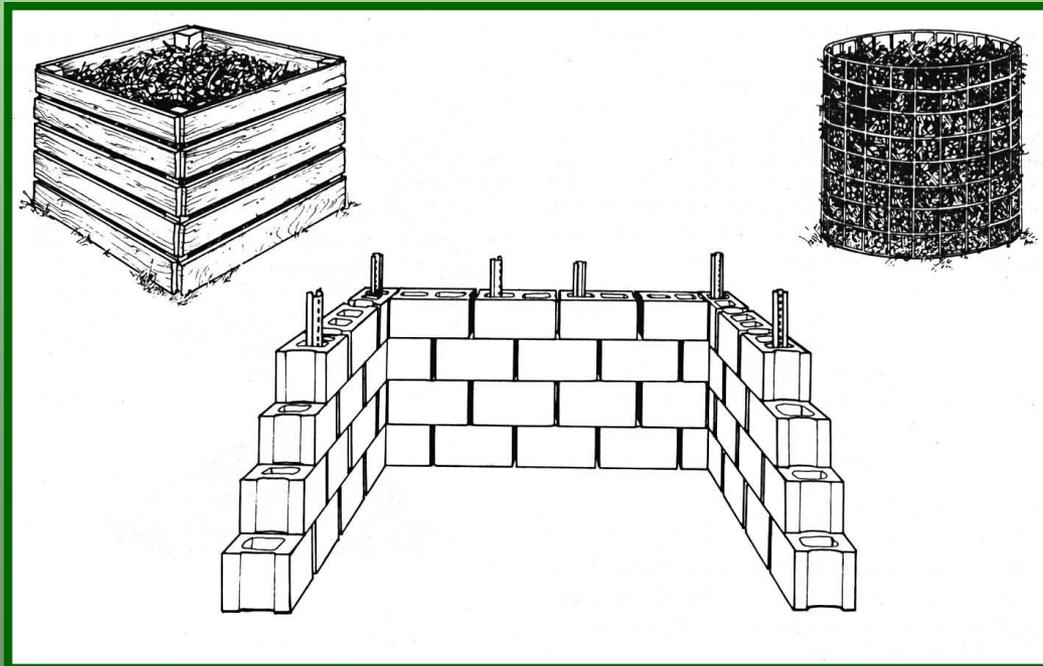
- **Sunny or Shade?**
- **Near where it will be used**
- **Minimum 2 feet away from a building**
- **Near a water source, but not near a well**
- **Good drainage**
- **Enough space to store browns & to turn**
- **Be a good neighbor**



To 'make a bin'

Ideal size is approximately a 3' x 3' cube

- ~ Retains sufficient heat
- ~ Piles larger than 5' x 5' x 5' are difficult to turn and become anaerobic



To 'buy a bin'



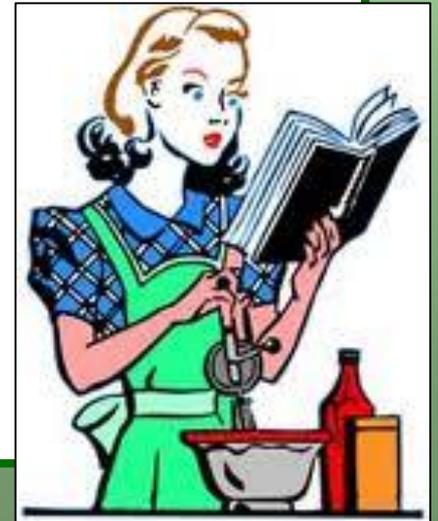
What do You Need to Compost?

*Follow the Recipe
and you won't go wrong!*

Carbon & Nitrogen

(or)

“Browns” & “Greens”



Recipe: **Ingredient List**

Equal Weights



2-3 parts **Brown** : 1 part **Green**

Browns

High carbon materials

- Dried grass clippings
- Dried leaves
- Dried garden debris
- Hay / straw
- Paper, cardboard
- Small amounts twigs, brush



Greens

High nitrogen materials

- Fresh grass clippings
- Fresh leaves
- Fresh garden debris
- Coffee grounds
- Kitchen scraps (vegies, fruit)
- Fur, hair, feathers



NO

- **Meat, bones or fat**
- **Dairy products**
- **Oils – cooking & salad**
- **Whole branches, logs**
- **Pet or Human waste**

NO

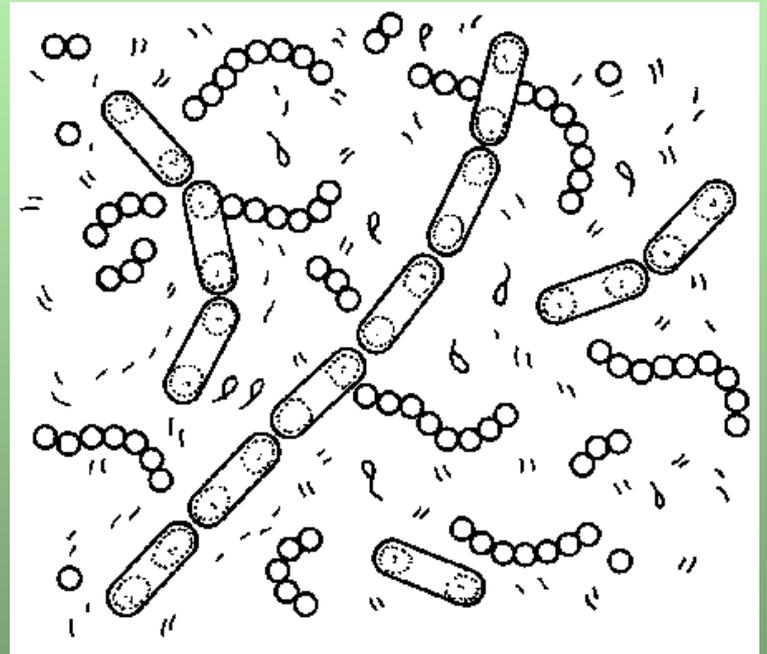
- **Charcoal briquette ash**
- **Sawdust from treated wood**
- **Diseased plants** (unless fast composted)
- **Persistent weeds** (quack grass, chickweed)
- **Thorny branches**

What Does Compost Need?

Microbes:

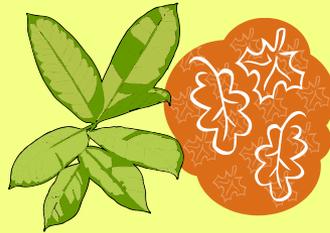
**Bacteria, Fungi &
Actinomyces**

***“Workhorses
of Compost Pile”***



What Do Microbes Need?

- Food
- Oxygen
- Water



***Keep them Happy
and
They will Work for
You!***

Where do the decomposers come from?

If you build it,
they will come...

- Soil
- Leaves
- Food scraps
- Manure, and
- Finished compost

*Each of these add
microorganisms*



Macro Organisms

Macro Organisms help finish the compost process.

- **Earthworms**
- **Sow bugs**
- **Mites**
- **Springtails**
- **Beetles**
- **Millipedes & Centipedes**
- **Even Snails and Slugs**



Making a “Hot” Pile



- **Mix browns & greens**
 - Water as build pile; keep damp
 - Turn pile every 5-7 days, moving outer material in
- **During first few days and weeks reach 130 - 140°F**
- **After about 4 weeks - lower temps (100°F)**
Get a full batch in 6 wks – 12 mo
- **No longer heats after turning – let it cure or mature (*i.e. stand without turning*) for at least 4 weeks before using finished compost**
- **Pile will be about 1/3 of original volume**

Demonstration

- **Setting up the Home Composter bin**
- **Setting up a 'hot pile' for the first time**



- **Mix browns + greens in layers**
- **Water as building pile, keep damp**
- **Turn the pile every week**
 - **move outer material to the pile center**
 - **add water if needed**

Making a “Cool” Pile



- Build compost pile as materials accumulate
- Water and turn pile when possible
- Dig some finished compost from bottom or center of pile in 6-12 months
- Will get a full batch in 1-2 years

Is shredding necessary?

Smaller particles decompose faster



- Greater surface area per unit volume
- Allows microbes to get at more of the food
- Chipping or shredding coarse materials (twigs, stems) will speed up decomposition, but....
...you may need to turn pile more often to avoid anaerobic conditions.

When is compost finished?

Compost is mature when:

- Color is dark brown
- Crumbly, loose, and humus-like
- Earthy smell
- Can't recognize materials
- Pile has shrunk to 1/3 of original volume & doesn't reheat



Using finished compost

Soil amendment

- Compost improves soil health
Mix into top 4 to 6 inches (2” of compost)
- Be sure to use “mature” compost

Using finished compost

Surface mulch:

- Garden / landscape
- Maximum 3” depth
- Start 3-4” from trunk
- Extend out to dripline



Using finished compost

Mulch helps:

- Protect from temp. extremes
- Slow moisture loss from soil
- Provide some slow release nutrients

Lawn top-dressing



Using finished compost

Potting mix:

- Compost very mature & screened
- Mix no more than 1/3 compost by volume

Compost Tea:

- Soak porous bag filled of compost in water
- Aerate if possible
- Use liquid to water yard, garden & houseplants

Simple tests to determine finished compost

Bag test: sealing compost in a plastic bag for several days should produce no foul odor



Germination test: will seeds germinate in the compost?

Good to test to use if compost will be part of a composting mix.

Compost Troubleshooting:

Odors

Rotten odor:

- Putrid smell or rotten egg smell
- Usually results from anaerobic conditions
- Excess moisture, compaction
- Turn pile, add dry porous material (browns), cover kitchen scraps

Ammonia odor:

- Too much nitrogen (greens)
- Add high carbon material (browns), turn pile

Compost Troubleshooting:

Temperature

Low pile temperature:

ISSUE: Pile too small, cold weather, too dry, poor aeration, or lacks nitrogen

- * Make pile bigger or insulate sides, add water, turn the pile, add greens or manure

High pile temperature:

ISSUE: Pile too large, insufficient ventilation

- * Reduce pile size, turn

Compost Troubleshooting: **Animals**

Pests: raccoons, rats, insects

ISSUE: meat scraps or fatty food waste, rotten odors

***Compost in an animal-proof bin**

***Use worm composting**
(vermicomposting) for food scraps)



Grasscycling



Cut lawn high and let it lie!

- Free nitrogen-rich clippings on lawn
- Mow to 2 ½" to 3 ½" high to promote deeper roots & shade out weeds
- Cut no more than 1/3 of height at a time
- Will not cause thatch
- Use a sharp lawn mower blade

Wise Landscape Choices

Reduce Yard Materials:

- Check Hardiness Zone
- Match soil type to plant
- Know mature plant size
- Check sun/shade needs
- Buy healthy plants
- Match salt tolerance
- Buy disease-resistant varieties



Thank You!

Questions?

***Call Marathon County's
Solid Waste Recycling Info. Line***

877-270-3989

Sec. 66.121. Residential Composting.

- (a) Composting in all residential zoning districts shall be conducted within an enclosed container not to exceed five-feet by five-feet by five-feet for lots less than forty-thousand (40,000) square feet and two (2) five-foot by five-foot by five-foot containers for lots forty thousand (40,000) square feet to one hundred twenty thousand (120,000) square feet. Containers shall be of a durable material including, but not limited to, rot-resistant wood or a commercially purchased composting unit which will provide for adequate aeration. Containers shall be constructed and maintained in a structurally sound manner.
- (b) The compost container(s) shall be located in the rear yard no closer than ten (10) feet to any rear or side property line nor closer than twenty(20) feet to any habitable building, other than the resident(s)' own home.
- (c) Only grass clippings, leaves, weeds that have not gone to seed, non-diseased plants, trimmings less than one-fourth inch in diameter, straw, sawdust, wood ashes, fruit or vegetable scraps, coffee grounds, egg shells, paper, and commercially available compost ingredients may be placed in the compost container(s). Meat, bones, fat oils, grease, dairy products, feces, plastics or synthetic fibers shall not be placed in the compost container(s).
- (d) Compost materials shall be layered, aerated, moistened, turned, managed and covered during inclement weather to promote effective decomposition of the materials in a safe, secure and sanitary manner.
- (e) All compost containers and/or compost materials not in compliance with this section shall be declared a public nuisance and are subject to enforcement and abatement as provided in Sec. 66.122 of this Ordinance.

(Ord. of 3-20-2014; Ord. of 10-24-2014) [Amended via Ord. No 15-027, 11/18/2015]

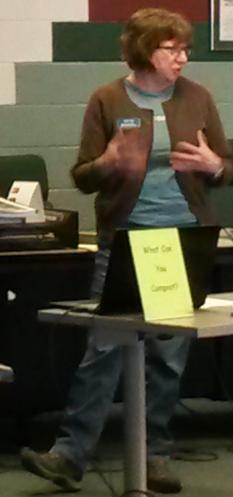
EXIT

NOTICE
135

What is COMPOST?

- It's NOT Dirt!
- It's NOT Soil!





When you compost...
... you use a pile or bin to control:



A woman in a brown jacket and blue jeans is standing and speaking to the audience.

What Can You Compost?



Back of a man's head and shoulders, wearing a black jacket, sitting at a table.

Back of a woman's head with long blonde hair, sitting at a table.

Back of a woman's head with long brown hair, sitting at a table.

Back of a man's head wearing a grey beanie and a blue jacket, sitting at a table.

Back of a man's head and shoulders, wearing a blue jacket, sitting at a table.





Village of Weston, Wisconsin
REGULAR MEETING OF THE BOARD OF TRUSTEES
May 16, 2016

MEETING PACKET COVER SHEET
AGENDA ITEM – E.15.



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

REQUEST FROM: SHERRY WEINKAUF; CLERK

ITEM DESCRIPTION: OPERATOR LICENSES

DATE/MTG: BOARD OF TRUSTEES; MAY 16TH 2016

POLICY QUESTION:

RECOMMENDATION TO: Approve operator licenses for Jamie Oringer, Lisa Stencil, Luke Zinkowich, Vincent Marquardt, and Megan Maruska.

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 checked="" type="checkbox"/> Budget Line Item: | Licenses and Permits |
| <input type="checkbox"/> Budget Line Item: | _____ |
| <input type="checkbox"/> Budgeted Expenditure: | _____ |
| <input checked="" type="checkbox"/> Budgeted Revenue: | \$47.00 / New License |
-

STATUTORY / RULEMAKING / POLICY REFERENCES:

- | | |
|---|---------------|
| <input checked="" type="checkbox"/> WI Statue: | 125.17 (1) |
| <input type="checkbox"/> WI Administrative Code: | _____ |
| <input type="checkbox"/> Case Law / Legal: | _____ |
| <input checked="" type="checkbox"/> Municipal Code: | Section 6.104 |
| <input type="checkbox"/> Municipal Rules: | _____ |
-

PRIOR REVIEW: No further review required at this time.

BACKGROUND: Operator license applications for Jamie Oringer, Lisa Stencil, Luke Zinkowich, Vincent Marquardt, and Megan Maruska were received by the Village and submitted to the Everest Metro Police Chief for background checks. Ms. Oringer, Ms. Stencil, Mr. Zinkowich, Mr. Marquardt, and Ms. Maruska were not issued provisional operator licenses. Chief Sparks completed a background checks and recommended approval of the regular operator licenses for Ms. Oringer, Ms. Stencil, Mr. Zinkowich, Mr. Marquardt, and Ms. Maruska. All applicants have met the qualifications to hold an operator license in the Village of Weston.

- Supplemental Briefer for Agenda Items under Consideration?
 Attachments?



OPERATOR LICENSE APPLICATION

LICENSE TYPE: Operator License

Please review the information below and correct any errors shown:

NAME: Jamie Oringer

BUSINESS NAME: The Store #60

ADDRESS:

NEW ADDRESS:

BIRTH DATE:

DRIVERS LICENSE #:

TELEPHONE NUMBER:

APPLICANT NOTICE:

- 1. The VILLAGE performs background checks on all applicants. The VILLAGE OF WESTON may suspend, revoke or deny a license issued upon this application if the applicant fails to provide requested information or is not truthful in completion of this application.
- 2. The VILLAGE OF WESTON does not issue licenses or permits related to alcohol beverages to any person who has habitually been a law offender or has been convicted of a felony that the VILLAGE determines, substantially relates to the licensing activity unless the person has been duly pardoned.
- 3. Even if your license has been granted by the Village Board, it will be held if you owe any outstanding fines, forfeitures or other debts to the VILLAGE.
- 4. Because application fees offset the cost to process your application, the fees are non-refundable regardless of whether you obtain a license or not.

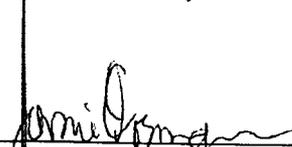
Have you been arrested, or have charges pending or been convicted of any offenses, or violations or any federal, state, or municipal laws or ordinances here or any other municipality? NO YES (Complete arrest or conviction information below)

NAME _____ STATUTE #/ LOCAL ORDINANCE _____
 CHARGE _____ FEE CONVICTED _____
 DATE _____ PENALTY _____ MISDEMEANOR _____ FELONY _____

List additional information regarding arrest / conviction information on the back of this application.

I hereby testify the above information is true and correct. I agree, in consideration of the granting of this license to comply with the laws of the State of Wisconsin, the VILLAGE OF WESTON Municipal Code and the rules and regulations of the various regulatory agencies and commissions of the VILLAGE OF WESTON pertaining to the supervision of activities permitted under the license for which this application is made. I understand this license may be revoked by the VILLAGE OF WESTON according to the law.

Note: If you renew by mail and have not received your license by the end of June, please call the VILLAGE OF WESTON CLERK



(APPLICANT (SIGNATURE))

4/27/16

(DATE)

Remit completed application with payment to:

VILLAGE OF WESTON
VILLAGE CLERK
5500 SCHOFIELD AVE, WESTON, WI 54476

APPROVED
Date 5-4-16
By 



OPERATOR LICENSE APPLICATION

LICENSE TYPE: Operator License

Please review the information below and correct any errors shown:

NAME: Lisa Stencil BUSINESS NAME: JMRBP

ADDRESS:

NEW ADDRESS: BIRTH DATE:

DRIVERS LICENSE # TELEPHONE NUMBER:

APPLICANT NOTICE:

- 1. The VILLAGE performs background checks on all applicants. The VILLAGE OF WESTON may suspend, revoke or deny a license issued upon this application if the applicant fails to provide requested information or is not truthful in completion of this application.
2. The VILLAGE OF WESTON does not issue licenses or permits related to alcohol beverages to any person who has habitually been a law offender or has been convicted of a felony that the VILLAGE determines, substantially relates to the licensing activity unless the person has been duly pardoned.
3. Even if your license has been granted by the Village Board, it will be held if you owe any outstanding fines, forfeitures or other debts to the VILLAGE.
4. Because application fees offset the cost to process your application, the fees are non-refundable regardless of whether you obtain a license or not.

Have you been arrested, or have charges pending or been convicted of any offenses, or violations or any federal, state, or municipal laws or ordinances here or any other municipality? NO YES (Complete arrest or conviction information below)

NAME STATE # / LOCAL ORDINANCE
CHARGE HERE CONVICTED
DATE PENALTY MISDEMEANOR FELONY

List additional information regarding arrest / conviction information on the back of this application.

I hereby testify the above information is true and correct. I agree, in consideration of the granting of this license to comply with the laws of the State of Wisconsin, the VILLAGE OF WESTON Municipal Code and the rules and regulations of the various regulatory agencies and commissions of the VILLAGE OF WESTON pertaining to the supervision of activities permitted under the license for which this application is made. I understand this license may be revoked by the VILLAGE OF WESTON according to the law.

Note: If you renew by mail and have not received your license by the end of June, please call the VILLAGE OF WESTON CLERK

Lisa Stencil (APPLICANT SIGNATURE)

3-22-16 (DATE)

Remit completed application with payment to:

VILLAGE OF WESTON
AGE CLERK
HOFIELD AVE, WESTON, WI 54476

APPROVED
Date 4-15-16
By [Signature]



OPERATOR LICENSE APPLICATION

LICENSE TYPE: Operator License

Please review the information below and correct any errors shown:

NAME: Luke Zinkowich

BUSINESS NAME: JMR BMP

ADDRESS

NEW ADDRESS: _____

BIRTH DATE:

DRIVERS LICENSE #

TELEPHONE NUMBER:

APPLICANT NOTICE:

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3. Even if your license has been granted by the Village Board, it will be held if you owe any outstanding fines, forfeitures or other debts to the VILLAGE.
4. Because application fees offset the cost to process your application, the fees are non-refundable regardless of whether you obtain a license or not.

Have you been arrested, or have charges pending or been convicted of any offenses, or violations or any federal, state, or municipal laws or ordinances here or any other municipality? NO YES (Complete arrest or conviction information below)

NAME _____ STATUTE #/ LOCAL ORDINANCE _____

CHARGE _____ WHERE CONVICTED _____

DATE _____ PENALTY _____ MISDEMEANOR _____ FELONY _____

List additional information regarding arrest / conviction information on the back of this application.

I hereby testify the above information is true and correct. I agree, in consideration of the granting of this license to comply with the laws of the State of Wisconsin, the VILLAGE OF WESTON Municipal Code and the rules and regulations of the various regulatory agencies and commissions of the VILLAGE OF WESTON pertaining to the supervision of activities permitted under the license for which this application is made. I understand this license may be revoked by the VILLAGE OF WESTON according to the law.

Note: If you renew by mail and have not received your license by the end of June, please call the VILLAGE OF WESTON CLERK

Luke Zinkowich
(APPLICANT (SIGNATURE))

3-23-16
(DATE)

Remit completed application with payment to:

VILLAGE OF WESTON
VILLAGE CLERK
5500 SCHOFIELD AVE, WESTON, WI 54476

APPROVED
Date 4-15-16
By [Signature]



OPERATOR LICENSE APPLICATION

LICENSE TYPE: Operator License

Please review the information below and correct any errors shown:

NAME: Vincent Mangwardt

BUSINESS NAME: The Store

ADDRESS:

NEW ADDRESS: _____

BIRTH DATE:

DRIVERS LICENSE #:

TELEPHONE NUMBER:

APPLICANT NOTICE:

1. The VILLAGE performs background checks on all applicants. The VILLAGE OF WESTON may suspend, revoke or deny a license issued upon this application if the applicant fails to provide requested information or is not truthful in completion of this application.
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4. Because application fees offset the cost to process your application, the fees are non-refundable regardless of whether you obtain a license or not.

Have you been arrested, or have charges pending or been convicted of any offenses, or violations or any federal, state, or municipal laws or ordinances here or any other municipality? NO YES (Complete arrest or conviction information below)

NAME _____ STATUTE #/ LOCAL ORDINANCE _____

CHARGE _____ WHERE CONVICTED _____

DATE _____ PENALTY _____ MISDEMEANOR _____ FELONY _____

List additional information regarding arrest / conviction information on the back of this application.

I hereby testify the above information is true and correct. I agree, in consideration of the granting of this license to comply with the laws of the State of Wisconsin, the VILLAGE OF WESTON Municipal Code and the rules and regulations of the various regulatory agencies and commissions of the VILLAGE OF WESTON pertaining to the supervision of activities permitted under the license for which this application is made. I understand this license may be revoked by the VILLAGE OF WESTON according to the law.

Note: If you renew by mail and have not received your license by the end of June, please call the VILLAGE OF WESTON CLERK

Vincent Mangwardt
(APPLICANT SIGNATURE)

4/18/16
(DATE)

Remit completed application with payment to:

VILLAGE OF WESTON
VILLAGE CLERK
5500 SCHOFIELD AVE, WESTON, WI 54476

APPROVED
Date 5-4-16
By [Signature]



OPERATOR LICENSE APPLICATION

LICENSE TYPE: Operator License

Please review the information below and correct any errors shown:

NAME: Megan Maruska

BUSINESS NAME: IMR BP

ADDRESS:

NEW ADDRESS: _____

BIRTH DATE:

DRIVERS LICENSE #:

TELEPHONE NUMBER:

APPLICANT NOTICE:

1. The VILLAGE performs background checks on all applicants. The VILLAGE OF WESTON may suspend, revoke or deny a license issued upon this application if the applicant fails to provide requested information or is not truthful in completion of this application.
2. The VILLAGE OF WESTON does not issue licenses or permits related to alcohol beverages to any person who has habitually been a law offender or has been convicted of a felony that the VILLAGE determines, substantially relates to the licensing activity unless the person has been duly pardoned.
3. Even if your license has been granted by the Village Board, it will be held if you owe any outstanding fines, forfeitures or other debts to the VILLAGE.
4. Because application fees offset the cost to process your application, the fees are non-refundable regardless of whether you obtain a license or not.

Have you been arrested, or have charges pending or been convicted of any offenses, or violations or any federal, state, or municipal laws or ordinances here or any other municipality? NO YES (Complete arrest or conviction information below)

NAME _____ STATUTE #/ LOCAL ORDINANCE _____

CHARGE _____ WHERE CONVICTED _____

DATE _____ PENALTY _____ MISDEMEANOR _____ FELONY _____

List additional information regarding arrest / conviction information on the back of this application.

I hereby testify the above information is true and correct. I agree, in consideration of the granting of this license to comply with the laws of the State of Wisconsin, the VILLAGE OF WESTON Municipal Code and the rules and regulations of the various regulatory agencies and commissions of the VILLAGE OF WESTON pertaining to the supervision of activities permitted under the license for which this application is made. I understand this license may be revoked by the VILLAGE OF WESTON according to the law.

Note: If you renew by mail and have not received your license by the end of June, please call the VILLAGE OF WESTON CLERK

Megan Maruska
(APPLICANT SIGNATURE)

4/1/16
(DATE)

Remit completed application with payment to:

VILLAGE OF WESTON
VILLAGE CLERK
5500 SCHOFIELD AVE, WESTON, WI 54476

APPROVED
Date 5-11-16
By [Signature]

Village of Weston, Wisconsin
REGULAR MEETING OF THE BOARD OF TRUSTEES
May 16, 2016

MEETING PACKET COVER SHEET
AGENDA ITEM – E.16.



**VILLAGE OF WESTON
REQUEST FOR CONSIDERATION**

AGENDA ITEM DSCRPTN: VOUCHERS – PAYMENT OF VILLAGE EXPENDITURES.

FOR CONSIDERATION AT: BOARD OF TRUSTEES; MONDAY, MAY 16, 2016

LEGISLATION TYPE: ACKNOWLEDGE | **MOTION** | ORDINANCE | POLICY | RESOLUTION

RECOMMENDATION TO: Approve payment of Village expenditures (vouchers) for the period of
04/29/2016-05/12/2016 in the grand total amount of \$396,542.93.
Check numbers were #43375-43505.

REPORT PREPARED BY: JOHN JACOBS; FINANCE DIRECTOR/TREASURER

BACKGROUND: Vouchers were received by the Finance Department from various departments
during the period of 04/29/2016-05/12/2016 for payment. All invoices were
reviewed for proper authorized approval by a department manager or
supervisor, prior to processing for payment. Finance Director Jacobs reviewed
the voucher register report, prior to the accounts payable checks being printed
and mailed.

FISCAL IMPACTS:

Budget Line Item: Various – across all departments and funds
Budget Line Item: _____
Budgeted Expenditure: Various – across all departments and funds
Budgeted Revenue: _____

STATUTORY REFERENCES:

Wisconsin Statute: 66.0607(4)
Administrative Code: _____
Municipal Code: _____
Judicial Ruling: _____

FURTHER REVIEW: No further review required at this time.

Report Criteria:
 Report type: GL detail

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
04/16	04/29/2016	43380		Void Check					.00 V
04/16	04/29/2016	43381		Void Check					.00 V
04/16	04/29/2016	43382		Void Check					.00 V
04/16	04/29/2016	43383		Void Check					.00 V
04/16	04/29/2016	43384		Void Check					.00 V
04/16	04/29/2016	43385		Void Check					.00 V
04/16	04/29/2016	43386		Void Check					.00 V
04/16	04/29/2016	43387		Void Check					.00 V
04/16	04/29/2016	43388		Void Check					.00 V
04/16	04/29/2016	43389		Void Check					.00 V
04/16	04/29/2016	43390		Void Check					.00 V
04/16	04/29/2016	43391		Void Check					.00 V
04/16	04/29/2016	43392		Void Check					.00 V
04/16	04/29/2016	43393		Void Check					.00 V
04/16	04/29/2016	43394		Void Check					.00 V
04/16	04/29/2016	43395		Void Check					.00 V
04/16	04/29/2016	43396		Void Check					.00 V
Total :									.00
43375									
04/16	04/29/2016	43375	18120	WESTON, VILLAGE OF	S/A - DRIVING RAN	PAYOFF WATER S/A PRIN BAL - WILLIAM GARVEY	1	40-07-57334-82	6,380.48
04/16	04/29/2016	43375	18120	WESTON, VILLAGE OF	S/A - DRIVING RAN	PAYOFF WATER S/A INT BAL - WILLIAM GARVEY	2	40-07-57334-82	488.50
04/16	04/29/2016	43375	18120	WESTON, VILLAGE OF	S/A - DRIVING RAN	PAYOFF SEWER S/A PRIN BAL - WILLIAM GARVEY	3	40-07-57334-82	9,015.03
04/16	04/29/2016	43375	18120	WESTON, VILLAGE OF	S/A - DRIVING RAN	PAYOFF SEWER S/A INT BAL - WILLIAM GARVEY	4	40-07-57334-82	690.21
04/16	04/29/2016	43375	18120	WESTON, VILLAGE OF	S/A - DRIVING RAN	PAYOFF STREETS S/A PRIN BAL - WILLIAM GARVEY	5	40-07-57334-82	5,611.92
04/16	04/29/2016	43375	18120	WESTON, VILLAGE OF	S/A - DRIVING RAN	PAYOFF STREETS S/A INT BAL - WILLIAM GARVEY	6	40-07-57334-82	429.66
04/16	04/29/2016	43375	18120	WESTON, VILLAGE OF	S/A - DRIVING RAN	PAYOFF WATER S/A PRIN BAL - INTERCITY/8103 WESTON AVE	7	40-07-57334-82	29,134.08
04/16	04/29/2016	43375	18120	WESTON, VILLAGE OF	S/A - DRIVING RAN	PAYOFF WATER S/A INT BAL - INTERCITY/8103 WESTON AVE	8	40-07-57334-82	2,036.59
Total 43375:									53,786.47
43376									
04/16	04/29/2016	43376	370	AIRGAS USA LLC	9050192568	CARBON DIOXIDE - FREEZE KIT	1	60-03-53740-34	32.87

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 43376:									32.87
43377									
04/16	04/29/2016	43377	21245	BEMOWSKI, ANGELA	SEC DEP REF - KE	KENNEDY PARK HALL SECURITY DEPOSIT REFUND - 4/23/16	1	10-00-23160-00	50.00
Total 43377:									50.00
43378									
04/16	04/29/2016	43378	20050	COMPLETE OFFICE OF WISCONSIN	545507	LEGAL PADS, GLUE STICK	1	10-01-51450-31	17.47
04/16	04/29/2016	43378	20050	COMPLETE OFFICE OF WISCONSIN	545507	SCISSORS, WASTEBASKET, RECYCLED BASKET - RM	2	10-02-52400-31	28.50
04/16	04/29/2016	43378	20050	COMPLETE OFFICE OF WISCONSIN	545507	HP BLACK TONER - UTILITY CLERK	3	60-03-53771-31	109.99
04/16	04/29/2016	43378	20050	COMPLETE OFFICE OF WISCONSIN	545507	HP BLACK TONER - UTILITY CLERK	4	61-03-53612-31	109.98
04/16	04/29/2016	43378	20050	COMPLETE OFFICE OF WISCONSIN	546487	WASTEBASKET - RM	1	10-02-52400-31	7.54
04/16	04/29/2016	43378	20050	COMPLETE OFFICE OF WISCONSIN	546877	CREDIT FOR MISSING WASTEBASKET - RM	1	10-02-52400-31	7.54
Total 43378:									265.94
43379									
04/16	04/29/2016	43379	20914	CUSTOM CREDENTIALS	2172	FULL COLOR 2 SIDED ID: JT/DS	1	10-01-51520-31	15.59
04/16	04/29/2016	43379	20914	CUSTOM CREDENTIALS	2172	FULL COLOR 2 SIDED ID: JS/SL	2	10-03-53310-31	15.58
04/16	04/29/2016	43379	20914	CUSTOM CREDENTIALS	2172	FULL COLOR 2 SIDED ID: RM	3	10-02-52400-31	7.79
04/16	04/29/2016	43379	20914	CUSTOM CREDENTIALS	2172	FULL COLOR 2 SIDED ID: TS	4	60-03-53780-31	7.79
Total 43379:									46.75
43397									
04/16	04/29/2016	43397	7180	DEX MEDIA LLC	610026585282	ADVERTISING CONTRACT: APR 2016	1	10-01-51450-32	42.77
Total 43397:									42.77
43398									
04/16	04/29/2016	43398	21164	DFI	16040694	UTILITY BILL FORMS	1	60-03-53771-31	727.20
04/16	04/29/2016	43398	21164	DFI	16040694	UTILITY BILL FORMS	2	61-03-53612-31	727.20
04/16	04/29/2016	43398	21164	DFI	16040694	UTILITY BILL FORMS	3	63-03-53652-31	727.20
Total 43398:									2,181.60

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43399									
04/16	04/29/2016	43399	4910	FASTENAL COMPANY	WISCH264275	SIGN SHOP - BITS	1	10-03-53310-36	37.26
04/16	04/29/2016	43399	4910	FASTENAL COMPANY	WISCH264526	AQ CTR GEAR OPERATOR BOLTS	1	22-05-55420-24	54.59
04/16	04/29/2016	43399	4910	FASTENAL COMPANY	WISCH264542	RUBBER GLOVES	1	10-03-53310-35	5.52
04/16	04/29/2016	43399	4910	FASTENAL COMPANY	WISCH264589	1 BOTTLE OF ADHESIVE (SIGN SHOP)	1	10-03-53310-36	248.88
Total 43399:									346.25
43400									
04/16	04/29/2016	43400	5010	FERGUSON ENTERPRISES INC #1020	3282440-1	AQ CTR PLUMBING PARTS	1	22-05-55420-24	34.24
Total 43400:									34.24
43401									
04/16	04/29/2016	43401	20024	FRONTIER	241-7946 APR16	AQ CTR PHONE: 4/16-5/15/16	1	22-05-55420-22	2.57
04/16	04/29/2016	43401	20024	FRONTIER	241-8810 APR16	EAU CLAIRE RIVER L/S: 3/28-4/27/16	1	61-03-53610-22	65.03
04/16	04/29/2016	43401	20024	FRONTIER	241-9268 MAY16	HERITAGE HILLS L/S: 4/22-5/21/16	1	61-03-53610-22	44.53
04/16	04/29/2016	43401	20024	FRONTIER	355-0746 APR16	PARK TERRACE L/S: 3/28-4/27/16	1	61-03-53610-22	65.03
04/16	04/29/2016	43401	20024	FRONTIER	355-4506 APR16	COLLEEN L/S: 4/16-5/15/16	1	61-03-53610-22	52.86
04/16	04/29/2016	43401	20024	FRONTIER	355-4719 MAY16	TANYA/TRICIA L/S: 4/22-5/21/16	1	61-03-53610-22	53.52
04/16	04/29/2016	43401	20024	FRONTIER	355-4720 MAY16	ROSS AVE L/S: 4/22-5/21/16	1	61-03-53610-22	52.74
04/16	04/29/2016	43401	20024	FRONTIER	355-5218 MAY16	KATHLEEN ST L/S: 4/22-5/21/16	1	61-03-53610-22	52.74
04/16	04/29/2016	43401	20024	FRONTIER	355-5287 APR16	HARLYN L/S: 4/10-5/9/16	1	61-03-53610-22	52.74
04/16	04/29/2016	43401	20024	FRONTIER	359-6114 MAY16	MUN CTR: 4/22-5/21/16	1	10-01-51450-22	514.53
04/16	04/29/2016	43401	20024	FRONTIER	359-6114 MAY16	MUN CTR: 4/22-5/21/16	2	10-00-14510-00	239.15
04/16	04/29/2016	43401	20024	FRONTIER	359-6114 MAY16	MUN CTR: 4/22-5/21/16	3	10-00-14520-00	43.10
04/16	04/29/2016	43401	20024	FRONTIER	359-6114 MAY16	MUN CTR: 4/22-5/21/16	4	10-00-14410-00	18.11
04/16	04/29/2016	43401	20024	FRONTIER	359-6114 MAY16	MUN CTR: 4/22-5/21/16	5	10-00-14530-00	18.11
04/16	04/29/2016	43401	20024	FRONTIER	359-6114 MAY16	MUN CTR: 4/22-5/21/16	6	60-03-53780-22	30.60
04/16	04/29/2016	43401	20024	FRONTIER	359-6114 MAY16	MUN CTR: 4/22-5/21/16	7	61-03-53613-22	30.60
04/16	04/29/2016	43401	20024	FRONTIER	359-9922 APR16	LANDFILL: 3/22-4/21/16	1	18-03-53631-22	60.27
04/16	04/29/2016	43401	20024	FRONTIER	359-9922 MAY16	LANDFILL: 4/22-5/21/16	1	18-03-53631-22	60.24
Total 43401:									1,456.47
43402									
04/16	04/29/2016	43402	19933	GEMPLER'S	SI02394731	SAFETY EQUIPMENT FOR STAFF	1	10-05-55200-16	161.32
04/16	04/29/2016	43402	19933	GEMPLER'S	SI02394731	SHOP SUPPLIES	2	10-05-55210-39	125.51
04/16	04/29/2016	43402	19933	GEMPLER'S	SI02396706	TRIMMER LINE FOR GRASS TRIMMERS	1	10-05-55210-39	52.49

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Total 43402:									339.32
43403									
04/16	04/29/2016	43403	20952	GRAY MANUFACTURING CO INC	827803	SHOP TOOLS	1	10-03-53310-35	3,752.00
Total 43403:									3,752.00
43404									
04/16	04/29/2016	43404	20580	KIMBALL MIDWEST	4825806	ELECTRICAL TESTER	1	10-03-53310-35	39.95
04/16	04/29/2016	43404	20580	KIMBALL MIDWEST	4831406	ELECTRICAL SUPPLIES	1	10-03-53312-35	53.90
04/16	04/29/2016	43404	20580	KIMBALL MIDWEST	4833308	SNOW BLOWER PARTS	1	10-03-53312-35	14.16
04/16	04/29/2016	43404	20580	KIMBALL MIDWEST	4833314	PLUG CAP RECEPTABLE FOR SNOW BLOWER	1	10-03-53312-35	62.88
Total 43404:									170.89
43405									
04/16	04/29/2016	43405	11630	MIDSTATE TRUCK SERVICE INC	157387U	STEERING PARTS FOR #111	1	10-03-53310-35	118.47
04/16	04/29/2016	43405	11630	MIDSTATE TRUCK SERVICE INC	157497U	STEERING PARTS FOR #111 BOOM TRUCK	1	10-03-53310-35	224.11
04/16	04/29/2016	43405	11630	MIDSTATE TRUCK SERVICE INC	157547U	#111 FRONT END PARTS	1	10-03-53310-35	265.94
04/16	04/29/2016	43405	11630	MIDSTATE TRUCK SERVICE INC	157548U	STEERING SHOCK	1	10-03-53310-35	95.72
04/16	04/29/2016	43405	11630	MIDSTATE TRUCK SERVICE INC	157613U	FRONT END PARTS	1	10-03-53310-35	45.77
04/16	04/29/2016	43405	11630	MIDSTATE TRUCK SERVICE INC	157639U	BOOM TRUCK STEERING PARTS	1	10-03-53310-35	148.39
Total 43405:									898.40
43406									
04/16	04/29/2016	43406	21246	OSTROWSKI, JO MARIE	MAILBOX REIMB 2	MAILBOX REPLACEMENT	1	10-03-53312-37	97.56
Total 43406:									97.56
43407									
04/16	04/29/2016	43407	12540	PIONEER MANUFACTURING CO	593303	A/C #T09495: FIELD MARKING PAINT	1	10-05-55210-24	119.00
Total 43407:									119.00
43408									
04/16	04/29/2016	43408	19838	RHYME BUSINESS PRODUCTS LLC	AR60982	MONTHLY B&W USAGE: 3/11-4/10/16	1	10-01-51450-28	50.63
04/16	04/29/2016	43408	19838	RHYME BUSINESS PRODUCTS LLC	AR60982	MONTHLY COLOR USAGE: 3/11-4/10/16	2	10-01-51450-28	159.40

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Total 43408:									210.03
43409									
04/16	04/29/2016	43409	15220	SOUTHSIDE TIRE CO INC	368052	BLOWN TIRE ON STREET SWEEPER #81	1	10-03-53318-35	377.73
Total 43409:									377.73
43410									
04/16	04/29/2016	43410	15780	SUN PRINTING	80524	(500) BUSINESS CARDS - FLORY	1	10-01-51420-31	71.00
04/16	04/29/2016	43410	15780	SUN PRINTING	80524	(500) BUSINESS CARDS - TATRO	2	10-02-52400-31	61.00
Total 43410:									132.00
43411									
04/16	04/29/2016	43411	20240	TRUCK EQUIPMENT INC	684469-00	JUNCTION BOX	1	10-03-53310-35	29.75
Total 43411:									29.75
43412									
04/16	04/29/2016	43412	16710	USA BLUE BOOK	916955	GLOVES/JACKETS/CLEANING SUPPLIES	1	22-05-55420-39	14.10
04/16	04/29/2016	43412	16710	USA BLUE BOOK	916955	GLOVES/JACKETS/CLEANING SUPPLIES	2	10-05-55200-16	152.27
04/16	04/29/2016	43412	16710	USA BLUE BOOK	916955	GLOVES/JACKETS/CLEANING SUPPLIES	3	10-05-55210-39	408.24
Total 43412:									574.61
43413									
04/16	04/29/2016	43413	18990	WISCONSIN PUBLIC SERVICE	2484-00005 MAR16	BARBICAN AVE IRRIG: 3/11-4/12/16	1	10-03-53317-22	29.94
04/16	04/29/2016	43413	18990	WISCONSIN PUBLIC SERVICE	2484-00010 MAR16	BARBICAN AVE STREET LIGHTING: 3/11-4/12/16	1	10-03-53420-22	327.93
04/16	04/29/2016	43413	18990	WISCONSIN PUBLIC SERVICE	2484-00034 MAR16	VALDRES/BARBICAN IRRIG: 3/11-4/12/16	1	10-03-53317-22	29.94
04/16	04/29/2016	43413	18990	WISCONSIN PUBLIC SERVICE	2484-00048 MAR16	EVEREST/CAMP PHILLIPS: 3/10-4/11/16	1	10-03-53311-22	138.66
04/16	04/29/2016	43413	18990	WISCONSIN PUBLIC SERVICE	2484-00056 MAR16	ALTA VERDE STREET - POOL: 3/14-4/14/16	1	22-05-55420-22	326.23
04/16	04/29/2016	43413	18990	WISCONSIN PUBLIC SERVICE	2484-00060 MAR16	EVEREST: 3/10-4/11/16	1	10-02-52910-22	31.51
04/16	04/29/2016	43413	18990	WISCONSIN PUBLIC SERVICE	2484-00065 MAR16	BLOEDEL: 3/17-4/19/16	1	60-03-53720-22	1,122.56
04/16	04/29/2016	43413	18990	WISCONSIN PUBLIC SERVICE	2484-00065 MAR16	BLOEDEL: 3/16-4/18/16	2	60-03-53720-22	47.88
04/16	04/29/2016	43413	18990	WISCONSIN PUBLIC SERVICE	2484-00066 MAR16	BIRCH/WESTON STREET LIGHTS: 3/10-4/11/16	1	10-03-53420-22	150.61
04/16	04/29/2016	43413	18990	WISCONSIN PUBLIC SERVICE	2484-00072 MAR16	RECYCLE SHED: 3/9-4/8/16	1	10-03-53312-22	28.38
04/16	04/29/2016	43413	18990	WISCONSIN PUBLIC SERVICE	2484-00082 APR16	NORMANDY/SCHOFIELD STREET LIGHTING: 3/21-4/21/16	1	10-03-53420-22	174.77
04/16	04/29/2016	43413	18990	WISCONSIN PUBLIC SERVICE	2484-00094 MAR16	BIRCH/WESTON TRAFF LIGHTS: 3/10-4/11/16	1	10-03-53311-22	63.22

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04/16	04/29/2016	43413	18990	WISCONSIN PUBLIC SERVICE	2484-00108 APR16	STONE RIDGE IRRIG: 3/21-4/21/16	1	10-03-53317-22	29.00
04/16	04/29/2016	43413	18990	WISCONSIN PUBLIC SERVICE	2484-00119 APR16	HOWLAND AVE STREET LIGHTING: 3/16-4/18/16	1	10-03-53420-22	68.92
04/16	04/29/2016	43413	18990	WISCONSIN PUBLIC SERVICE	2484-00136 MAR16	RIPPLING CREEK: 3/15-4/15/16	1	60-03-53720-22	1,117.96
04/16	04/29/2016	43413	18990	WISCONSIN PUBLIC SERVICE	2484-00136 MAR16	RIPPLING CREEK: 3/14-4/14/16	2	60-03-53720-22	49.90
04/16	04/29/2016	43413	18990	WISCONSIN PUBLIC SERVICE	2484-00155 FEB-M	MEURET LN STREET LIGHTING: 2/18-4/13/16	1	10-03-53420-22	52.40
04/16	04/29/2016	43413	18990	WISCONSIN PUBLIC SERVICE	2484-00158 MAR16	BIRCH/SCHOFIELD TRAF LIGHTS: 3/10-4/11/16	1	10-03-53311-22	63.54
04/16	04/29/2016	43413	18990	WISCONSIN PUBLIC SERVICE	2484-00159 MAR16	CAMP PHILL/SCHOFIELD TRAF LIGHTS: 3/10-4/11/16	1	10-03-53311-22	68.55
Total 43413:									3,921.90
43414									
05/16	05/11/2016	43414	21135	AMERICAN MESSAGING	U1350110QE	PAGER SERVICE: 5/1-5/31/16	1	60-03-53780-29	28.48
05/16	05/11/2016	43414	21135	AMERICAN MESSAGING	U1350110QE	PAGER SERVICE: 5/1-5/31/16	2	61-03-53613-29	28.47
05/16	05/11/2016	43414	21135	AMERICAN MESSAGING	U1350112QE	PAGER SERVICE: 5/1-5/31/16	1	10-03-53312-29	18.71
Total 43414:									75.66
43415									
05/16	05/11/2016	43415	21248	ANR PIPELINE COMPANY	ELEC-5-16-6675 R	PERMIT FEE REFUND - PERMIT ALREADY PD FOR	1	10-00-44395-00	60.00
Total 43415:									60.00
43416									
05/16	05/11/2016	43416	20081	ASSOCIATED TRUST COMPANY	5055420	2005A CDA: ANNUAL FEES TO 3/31/16	1	27-08-58401-55	513.00
05/16	05/11/2016	43416	20081	ASSOCIATED TRUST COMPANY	5055421	2005C CDA: ANNUAL FEES TO 3/31/16	1	28-08-58401-55	513.00
Total 43416:									1,026.00
43417									
05/16	05/11/2016	43417	1580	BEHNKE, DOUG	C/P REIMB APR16	C/P REIMB APR16	1	10-03-53310-22	20.00
Total 43417:									20.00
43418									
05/16	05/11/2016	43418	1750	BLAREK, FORREST	C/P REIMB APR16	C/P REIMB APR16	1	10-03-53310-22	20.00
Total 43418:									20.00

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43419									
05/16	05/11/2016	43419	1900	BORTH, JOHN	C/P REIMB APR16	C/P REIMB APR16	1	60-03-53780-22	20.00
Total 43419:									20.00
43420									
05/16	05/11/2016	43420	20264	BROCK WHITE COMPANY	12650992-00	AQ CTR SLIDE - TUBE	1	22-05-55420-24	7.18
05/16	05/11/2016	43420	20264	BROCK WHITE COMPANY	12652930-00	STRAW MAT FOR KENNEDY HORSESHOE PITS	1	10-05-55210-39	136.00
05/16	05/11/2016	43420	20264	BROCK WHITE COMPANY	12653085-00	SEALER FOR PLANTERS, BOLLARDS, & MONUMENTS IN LAND	1	10-05-55210-36	207.84
05/16	05/11/2016	43420	20264	BROCK WHITE COMPANY	12653279-00	SEAL PLANTERS, BOLLARDS, MONUMENTS IN LANDSCAPE	1	10-05-55210-36	147.24
Total 43420:									498.26
43421									
05/16	05/11/2016	43421	2330	BUSINESS SERVICE CENTER INC	31WSD1-050216	ANSWERING SERVICE: 5/2-5/29/16	1	61-03-53613-29	40.75
05/16	05/11/2016	43421	2330	BUSINESS SERVICE CENTER INC	31WSD1-050216	ANSWERING SERVICE: 5/2-5/29/16	2	60-03-53780-29	40.75
05/16	05/11/2016	43421	2330	BUSINESS SERVICE CENTER INC	31WSD1-050216	ADD'L MINUTES: 4/4-5/1/16	3	60-03-53780-29	17.00
05/16	05/11/2016	43421	2330	BUSINESS SERVICE CENTER INC	31WSD1-050216	ADD'L MINUTES: 4/4-5/1/16	4	61-03-53613-29	17.00
Total 43421:									115.50
43422									
05/16	05/11/2016	43422	20672	CARLSON DETTMANN CONSULTING	1677	PAY-FOR-PERFORMANCE RETAINER: APR 2016	1	10-01-51430-29	2,500.00
05/16	05/11/2016	43422	20672	CARLSON DETTMANN CONSULTING	1677	OVERBILL ADJ: JAN-MAR 2016	2	10-01-51430-29	900.00-
Total 43422:									1,600.00
43423									
05/16	05/11/2016	43423	2500	CARQUEST AUTO PARTS	2469-268566	SAFETY EQ FOR SEALING BOLLARDS, PLANTERS, & MONUME	1	10-05-55200-16	39.57
05/16	05/11/2016	43423	2500	CARQUEST AUTO PARTS	2763-267695	#90: HYD FILTERS	1	10-03-53310-35	54.78
05/16	05/11/2016	43423	2500	CARQUEST AUTO PARTS	2763-267696	#90: FILTERS	1	10-03-53310-35	56.09
05/16	05/11/2016	43423	2500	CARQUEST AUTO PARTS	2763-267762	RETURN OF FUEL	1	10-03-53310-35	24.08-
05/16	05/11/2016	43423	2500	CARQUEST AUTO PARTS	2763-268015	#2: FRONT END PARTS	1	10-03-53310-35	220.39
05/16	05/11/2016	43423	2500	CARQUEST AUTO PARTS	2763-268421	# 31: FILTERS	1	10-03-53310-35	14.25
05/16	05/11/2016	43423	2500	CARQUEST AUTO PARTS	2763-268422	#31: FILTERS	1	10-03-53310-35	9.24
05/16	05/11/2016	43423	2500	CARQUEST AUTO PARTS	2763-268495	#31: FILTER RETURN	1	10-03-53310-35	9.24-
05/16	05/11/2016	43423	2500	CARQUEST AUTO PARTS	2763-268495	#31: TRANS FILTER	2	10-03-53310-35	9.79
05/16	05/11/2016	43423	2500	CARQUEST AUTO PARTS	2763-268496	GASKET	1	10-03-53310-35	2.69
05/16	05/11/2016	43423	2500	CARQUEST AUTO PARTS	2763-268885	FILTERS	1	10-03-53310-35	60.01

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Total 43423:									433.49
43424									
05/16	05/11/2016	43424	19882	CELLCOM	824351	WATER (HOT SPOT): 4/21-5/20/16	1	60-03-53740-22	21.96
05/16	05/11/2016	43424	19882	CELLCOM	824351	WATER: 4/21-5/20/16	2	10-06-56905-22	106.96
05/16	05/11/2016	43424	19882	CELLCOM	824351	WATER: 4/21-5/20/16	3	60-03-53740-22	21.96
05/16	05/11/2016	43424	19882	CELLCOM	824351	SEWER: 4/21-5/20/16	4	61-03-53610-22	21.96
05/16	05/11/2016	43424	19882	CELLCOM	824351	ADMINISTRATOR: 4/21-5/20/16	5	10-01-51410-22	70.29
Total 43424:									243.13
43425									
05/16	05/11/2016	43425	19991	CENTRAL WI OPTICAL	6626	SAFETY GLASSES-SKRZYPCHAK	1	10-03-53310-16	225.95
Total 43425:									225.95
43426									
05/16	05/11/2016	43426	2920	CITY PAGES INC	00023976	AQ CTR ADVERTISING - 6/2/16	1	22-05-55420-32	453.00
Total 43426:									453.00
43427									
05/16	05/11/2016	43427	20833	CLOSING COMPANY, THE	5/12/16 CLOSING	BUY CRANE MEADOWS DRIVING RANGE - 15.65 ACRES	1	40-07-57334-82	182,500.00
05/16	05/11/2016	43427	20833	CLOSING COMPANY, THE	5/12/16 CLOSING	CLOSING FEES - THE CLOSING COMPANY	2	40-07-57334-82	100.00
05/16	05/11/2016	43427	20833	CLOSING COMPANY, THE	5/12/16 CLOSING	DEED RECORDING FEE - REG OF DEEDS	3	40-07-57334-82	30.00
05/16	05/11/2016	43427	20833	CLOSING COMPANY, THE	5/12/16 CLOSING	INTERCITY ATTY FEES - RUFFI LAW OFFICE	4	40-07-57334-82	1,764.00
05/16	05/11/2016	43427	20833	CLOSING COMPANY, THE	5/12/16 CLOSING	REIMB ROOM TAX FUND - CRANE MEAD/DOWN PMT	5	29-06-56729-82	5,000.00
Total 43427:									179,394.00
43428									
05/16	05/11/2016	43428	3150	COLUMBIA PIPE & SUPPLY CO	2036448	AQ CTR 4" FLANGE FOR MAIN DRAIN VALVE	1	22-05-55420-24	17.21
Total 43428:									17.21
43429									
05/16	05/11/2016	43429	20050	COMPLETE OFFICE OF WISCONSIN	550492	FOLDERS, HIGHLIGHTERS - GENERAL OFFICE	1	10-01-51450-31	45.88
05/16	05/11/2016	43429	20050	COMPLETE OFFICE OF WISCONSIN	550492	CALCULATOR - RC	2	10-01-51420-31	95.25

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05/16	05/11/2016	43429	20050	COMPLETE OFFICE OF WISCONSIN	550492	RIBBON, ACLROPRINT CLOCKS	3	10-05-55210-39	26.60
05/16	05/11/2016	43429	20050	COMPLETE OFFICE OF WISCONSIN	559166	8X4 WIPE BOARD - NEW CONF ROOM	1	10-01-51600-31	626.99
05/16	05/11/2016	43429	20050	COMPLETE OFFICE OF WISCONSIN	559166	PENS & PENCILS - OFFICE	2	10-01-51450-31	29.25
Total 43429:									823.97
43430									
05/16	05/11/2016	43430	3310	COUNTY MATERIALS CORPORATION	20034205-00	CONCRETE FOR HORSE SHOE PITS @ KENNEDY PARK	1	10-05-55210-39	227.00
Total 43430:									227.00
43431									
05/16	05/11/2016	43431	3370	CROWE, NATHAN	C/P REIMB APR16	C/P REIMB APR16	1	10-03-53160-22	50.00
Total 43431:									50.00
43432									
05/16	05/11/2016	43432	3410	CTL COMPANY INC	S2030067.001	LINER (6)	1	10-05-55210-39	429.54
05/16	05/11/2016	43432	3410	CTL COMPANY INC	S2030067.001	LINER (4), PARA URINAL BLOCK (1 BOX)	2	22-05-55420-34	295.97
Total 43432:									725.51
43433									
05/16	05/11/2016	43433	3450	CUMMINS NPOWER LLC	809-53491	COOLANT - RIVER PARK L/S GENERATOR	1	61-03-53601-34	210.82
05/16	05/11/2016	43433	3450	CUMMINS NPOWER LLC	809-53562	SAFETY BULDING GENERATOR REPAIR PARTS	1	10-02-52199-35	465.50
05/16	05/11/2016	43433	3450	CUMMINS NPOWER LLC	809-53666	OIL & OIL FILTERS FOR L/S GENERATORS	1	61-03-53601-24	114.07
Total 43433:									790.39
43434									
05/16	05/11/2016	43434	3510	CUSTOM STEEL INC	28989	REPAIR PARTS FOR AQ CTR SURGE TANK COVER & VALVE	1	22-05-55420-24	236.00
Total 43434:									236.00
43435									
05/16	05/11/2016	43435	3920	DIETSCHKE, CHAD	C/P REIMB APR16	C/P REIMB APR16	1	60-03-53780-22	20.00
Total 43435:									20.00

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43436									
05/16	05/11/2016	43436	4100	DONNER, KEITH	C/P REIMB APR16	C/P REIMB APR16	1	10-03-53100-22	50.00
Total 43436:									50.00
43437									
05/16	05/11/2016	43437	4860	FALKOWSKI, JESSICA	C/P REIMB APR16	C/P REIMB APR16	1	10-05-55200-22	20.00
Total 43437:									20.00
43438									
05/16	05/11/2016	43438	4910	FASTENAL COMPANY	WISCH264746	AQ CTR GEAR OPERATOR BOLTS	1	22-05-55420-24	5.29
05/16	05/11/2016	43438	4910	FASTENAL COMPANY	WISCH264772	VARIOUS SUPPLIES	1	10-03-53310-35	11.88
05/16	05/11/2016	43438	4910	FASTENAL COMPANY	WISCH264938	AQ CTR UMBRELLA REPAIR PARTS	1	22-05-55420-24	15.85
05/16	05/11/2016	43438	4910	FASTENAL COMPANY	WISCH265114	AQ GEAR OPERATOR FOR MAIN DRAIN/GUTTER DRAIN	1	22-05-55420-24	2.11
Total 43438:									35.13
43439									
05/16	05/11/2016	43439	4960	FEDEX	5-390-56148	EASEMENT TERMINATION AGREEMENT - SCHOFIELD AVE PRO	1	40-07-57386-31	36.88
Total 43439:									36.88
43440									
05/16	05/11/2016	43440	20024	FRONTIER	241-8810 MAY16	EAU CLAIRE RIVER L/S: 4/28-5/27/16	1	61-03-53610-22	57.86
05/16	05/11/2016	43440	20024	FRONTIER	355-0746 MAY16	PARK TERRACE L/S: 4/28-5/27/16	1	61-03-53610-22	57.62
05/16	05/11/2016	43440	20024	FRONTIER	355-5649 MAY16	BUS PK SOUTH L/S: 4/25-5/24/16	1	61-03-53610-22	65.36
Total 43440:									180.84
43441									
05/16	05/11/2016	43441	5490	GANNETT WISCONSIN MEDIA	0009807560	0001150939: HEARING NOTICE ADOPTION 2016 ZONING MAP	1	10-06-56910-32	39.37
05/16	05/11/2016	43441	5490	GANNETT WISCONSIN MEDIA	0009807560	0001150939: ADOPTION 2016 OFF ETZ ZONING MAP-HEARING	2	10-06-56925-32	39.36
05/16	05/11/2016	43441	5490	GANNETT WISCONSIN MEDIA	0009807560	0001150944: HEARING NOTICE ORD NO 16-003 TO 16-016, 16-02	3	10-06-56910-32	87.42
05/16	05/11/2016	43441	5490	GANNETT WISCONSIN MEDIA	0009807560	0001150944: ETZ HEARING NOTICE ORD NO 16-003 TO 16-016,	4	10-06-56925-32	87.42
05/16	05/11/2016	43441	5490	GANNETT WISCONSIN MEDIA	0009807560	0001186140: BID AD FOR 2016 CRACKSEALING PROJECT	5	10-03-53310-32	99.93
05/16	05/11/2016	43441	5490	GANNETT WISCONSIN MEDIA	0009807560	0001186153: ROSS AVE BRIDGE DECK BID AD	6	10-03-53310-32	101.34
05/16	05/11/2016	43441	5490	GANNETT WISCONSIN MEDIA	0009807560	0001186157: 2016 CHIP SEAL BID AD	7	10-03-53310-32	97.10
05/16	05/11/2016	43441	5490	GANNETT WISCONSIN MEDIA	0009807560	0001186163: ASPHALT OVERLAY BID AD	8	10-03-53310-32	97.10

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05/16	05/11/2016	43441	5490	GANNETT WISCONSIN MEDIA	0009807560	0001210459: NOTICE OF NEWLY ENACTED ORD NO 16-023 CHA	9	10-01-51420-32	12.84
05/16	05/11/2016	43441	5490	GANNETT WISCONSIN MEDIA	0009807560	0001210466: PC NOTICE OF NEWLY ENEACTED ORDS 2016-003	10	10-06-56910-32	38.80
05/16	05/11/2016	43441	5490	GANNETT WISCONSIN MEDIA	0009807560	0001210466: ETZ NOTICE OF NEWLY ENEACTED ORDINANCES	11	10-06-56925-32	38.79
05/16	05/11/2016	43441	5490	GANNETT WISCONSIN MEDIA	0009807560	0001210470: NOTICE OF NEWLY ENACTED ORD NO 16-024 CHA	12	10-01-51420-32	12.84
05/16	05/11/2016	43441	5490	GANNETT WISCONSIN MEDIA	0009807560	0001210477: PC NOTICE OF NEWLY ENACTED ORDS OFFICIAL	13	10-06-56910-32	6.42
05/16	05/11/2016	43441	5490	GANNETT WISCONSIN MEDIA	0009807560	0001210477: ETZ NOTICE OF NEWLY ENACTED ORDS OFFICIAL	14	10-06-56925-32	6.42
Total 43441:									765.15
43442									
05/16	05/11/2016	43442	19933	GEMPLER'S	SI02444307	SOIL MOIST FOR TREE AND FLOWER PLANTING	1	10-05-55210-36	244.80
Total 43442:									244.80
43443									
05/16	05/11/2016	43443	6730	HIGGINS, JENNIFER	C/P REIMB APR16	C/P REIMB APR16	1	10-06-56900-22	50.00
Total 43443:									50.00
43444									
05/16	05/11/2016	43444	6780	HODELL, RENEE	C/P REIMB APR16	C/P REIMB APR16	1	10-06-56905-22	50.00
Total 43444:									50.00
43445									
05/16	05/11/2016	43445	20205	HYDRITE CHEMICAL CO	01885287	ALTA VERDE WELL CHEMCIALS	1	60-03-53730-36	907.55
05/16	05/11/2016	43445	20205	HYDRITE CHEMICAL CO	01885288	BLOEDEL WELL CHEMCIALS	1	60-03-53730-36	962.00
05/16	05/11/2016	43445	20205	HYDRITE CHEMICAL CO	01885289	RIPPLING CREEK WELL CHEMICALS	1	60-03-53730-36	592.80
05/16	05/11/2016	43445	20205	HYDRITE CHEMICAL CO	01885290	WATER TREATMENT PLANT CHEMICALS	1	60-03-53730-36	799.50
05/16	05/11/2016	43445	20205	HYDRITE CHEMICAL CO	01891638	ALTA VERDE WELL CHEMICALS	1	60-03-53730-36	892.30
05/16	05/11/2016	43445	20205	HYDRITE CHEMICAL CO	01891639	BLOEDEL WELL CHEMCIALS	1	60-03-53730-36	833.30
05/16	05/11/2016	43445	20205	HYDRITE CHEMICAL CO	01891640	RIPPLING CREEK WELL CHEMICALS	1	60-03-53730-36	833.30
05/16	05/11/2016	43445	20205	HYDRITE CHEMICAL CO	01891641	WATER TREATMENT PLANT CHEMICALS	1	60-03-53730-36	926.55
Total 43445:									6,747.30
43446									
05/16	05/11/2016	43446	20859	ICSC	GUILD DUES 2016	2016 INTL COUNCIL SHOP CTR DUES - GUILD	1	10-01-51410-32	100.00

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Total 43446:									100.00
43447									
05/16	05/11/2016	43447	21184	JANKE GENERAL CONTRACTORS	PROJ #1068 4TH I	BABL LN CANOE/KAYAK LANDING PROJECT	1	42-07-57626-21	13,186.20
Total 43447:									13,186.20
43448									
05/16	05/11/2016	43448	20526	JERRY'S CLEANING	APRIL 2016	CLEANING SERVICES: APRIL 2016	1	10-01-51600-21	600.00
Total 43448:									600.00
43449									
05/16	05/11/2016	43449	21189	JSD PROFESSIONAL SERVICES INC	1 - PROJ 15-7163	YELLOW BANKS PARK PLAN EXHIBITS - DEC 2015	1	10-00-21100-00	2,500.00
05/16	05/11/2016	43449	21189	JSD PROFESSIONAL SERVICES INC	1 - PROJ 15-7163	KELLYLAND PARK PLAN EXHIBITS - DEC 2015	2	10-00-21100-00	2,500.00
05/16	05/11/2016	43449	21189	JSD PROFESSIONAL SERVICES INC	1 - PROJ 15-7163	WESTON AVE REC FACILITY PLAN EXHIBITS	3	40-07-57334-29	3,500.00
05/16	05/11/2016	43449	21189	JSD PROFESSIONAL SERVICES INC	2 - PROJ 15-7163	VOW REC FACILITY RFP PREP - FEB 2016	1	40-07-57334-29	1,500.00
05/16	05/11/2016	43449	21189	JSD PROFESSIONAL SERVICES INC	2 - PROJ 15-7163	REC FACILITY PRELIM EST CONST COSTS	2	40-07-57334-29	1,250.00
05/16	05/11/2016	43449	21189	JSD PROFESSIONAL SERVICES INC	5	SERVICES THRU 2/26/16 - NEIGH PLAN	1	40-07-57352-21	12,800.00
05/16	05/11/2016	43449	21189	JSD PROFESSIONAL SERVICES INC	6	SERVICES THRU 4/1/16 - NEIGH PLAN	1	40-07-57352-21	9,794.00
Total 43449:									33,844.00
43450									
05/16	05/11/2016	43450	20521	K & S ALIGNMENT SERVICES INC	3454	FRONT END ALIGNMENT - 2005 GMC SIERRA TRUCK	1	10-03-53310-24	230.48
05/16	05/11/2016	43450	20521	K & S ALIGNMENT SERVICES INC	3474	#8: FRONT END ALIGNMENT	1	10-03-53310-35	25.00
Total 43450:									255.48
43451									
05/16	05/11/2016	43451	8320	KRAUSE, DAVE	C/P REIMB APR16	C/P REIMB APR16	1	60-03-53780-22	20.00
05/16	05/11/2016	43451	8320	KRAUSE, DAVE	U/A REIMB APR16	CLOTHING REIMBURSEMENT: SOCKS (5)	1	60-03-53780-16	68.59
Total 43451:									88.59
43452									
05/16	05/11/2016	43452	21249	KUEHL, BRIAN	TRBLD-9-15-6226	OCCUPANCY SURCHARGE REFUND	1	10-00-44327-00	1,000.00

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Total 43452:									1,000.00
43453									
05/16	05/11/2016	43453	8510	KWIK TRIP INC	4318456	3/4/16 FUEL PURCHASE - TATRO	1	10-02-52400-35	29.50
Total 43453:									29.50
43454									
05/16	05/11/2016	43454	20947	LAKE, STEVEN G	C/P REIMB APR16	C/P REIMB APR16	1	10-03-53310-22	20.00
Total 43454:									20.00
43455									
05/16	05/11/2016	43455	8910	LENHARD, JASON	C/P REIMB APR16	C/P REIMB APR16	1	10-03-53310-22	20.00
Total 43455:									20.00
43456									
05/16	05/11/2016	43456	9200	LONDERVILLE STEEL ENTERPRISES	431176	BUILD WATER VALVE RAISE AND LOWER TOOL	1	10-03-53310-35	17.20
Total 43456:									17.20
43457									
05/16	05/11/2016	43457	21066	LUMIN ADVANTAGE CONSULTING CO	1168	LUMIN CONSULTING SVCS - MAR 2016/2015 ALUMNI	1	10-01-51430-29	2,419.50
05/16	05/11/2016	43457	21066	LUMIN ADVANTAGE CONSULTING CO	1168	LUMIN CONSULTING MATERIALS - 2016 GROUP	2	10-01-51430-29	266.50
05/16	05/11/2016	43457	21066	LUMIN ADVANTAGE CONSULTING CO	1168	(27) MYERS BRIGGS ASSESSMENT ADMIN	3	10-01-51430-29	1,617.30
05/16	05/11/2016	43457	21066	LUMIN ADVANTAGE CONSULTING CO	1168	(27) TKI ASSESSMENT ADMIN	4	10-01-51430-29	999.00
05/16	05/11/2016	43457	21066	LUMIN ADVANTAGE CONSULTING CO	1168	SURVEY ADMIN	5	10-01-51430-29	1,392.00
Total 43457:									6,694.30
43458									
05/16	05/11/2016	43458	21241	MAGUIRE, ROMAN	BLDG INSP INST A	WI BLDG INSPECTORS INSTITUTE: 4/20-4/22/16 HOTEL REIMB	1	10-02-52400-33	82.00
05/16	05/11/2016	43458	21241	MAGUIRE, ROMAN	BLDG INSP INST A	WI BLDG INSPECTORS INSTITUTE: 4/20-4/22/16 MEAL REIMB	2	10-02-52400-33	8.59
05/16	05/11/2016	43458	21241	MAGUIRE, ROMAN	C/P REIMB APR16	C/P REIMB APR16	1	10-02-52400-22	50.00
Total 43458:									140.59

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
43459									
05/16	05/11/2016	43459	9540	MARATHON TECHNICAL SERVICES	2013	10/15-10/27/15 SERV: RIDGEVIEW - CONSTR ENG	1	42-00-21100-00	2,583.75
Total 43459:									2,583.75
43460									
05/16	05/11/2016	43460	20887	MARTELLE WATER TREATMENT INC	14292	AQUADENE (550 GALLONS)	1	60-03-53730-36	6,735.00
Total 43460:									6,735.00
43461									
05/16	05/11/2016	43461	20623	MDROFFERS CONSULTING LLC	201603013	MDROFFERS WO#10 - MC CORP INPUT	1	10-06-56930-21	622.50
05/16	05/11/2016	43461	20623	MDROFFERS CONSULTING LLC	201603014	TID#1 PROJECT/REDEV PLAN WO#7	1	40-06-56740-29	30.00
05/16	05/11/2016	43461	20623	MDROFFERS CONSULTING LLC	201603015	MDROFFERS WO#8 - 2016 COMP PLAN PROJECTS	1	10-06-56930-21	2,215.00
05/16	05/11/2016	43461	20623	MDROFFERS CONSULTING LLC	201603016	MDROFFERS WO#9-SUBDIVISION ORDINANCE	1	10-06-56930-21	47.50
Total 43461:									2,915.00
43462									
05/16	05/11/2016	43462	10050	MENARDS INC	29984	PARTS FOR HORESHOE PITS AT KENNEDY PK	1	10-05-55210-39	187.08
Total 43462:									187.08
43463									
05/16	05/11/2016	43463	10110	METRO FIRE PROTECTION INC	34717	ANNUAL FIRE EXT INSPECTION (#5 & #10): WELLS 2016	1	60-03-53720-34	30.00
05/16	05/11/2016	43463	10110	METRO FIRE PROTECTION INC	34717	ANNUAL FIRE EXT INSPECTION (#5 & #10): WELLS 2016	2	61-03-53610-34	30.00
05/16	05/11/2016	43463	10110	METRO FIRE PROTECTION INC	34717	ANNUAL FIRE EXT INSPECTION (#2.5 & #10): PARKS 2016	3	10-05-55210-39	91.50
05/16	05/11/2016	43463	10110	METRO FIRE PROTECTION INC	34717	ANNUAL FIRE EXT INSPECTION (#5 & #10): MUN CTR 2016	4	10-01-51600-24	88.00
05/16	05/11/2016	43463	10110	METRO FIRE PROTECTION INC	34717	ANNUAL FIRE EXT INSPECTION (#2.5, #5 & #10): SHOP 2016	5	10-03-53310-24	387.00
Total 43463:									626.50
43464									
05/16	05/11/2016	43464	10280	MIDLAND PLASTICS INC	1294210	DRY ERASE BOARD FOR PARK OFFICE & POOL	1	22-05-55420-39	76.30
05/16	05/11/2016	43464	10280	MIDLAND PLASTICS INC	1294210	DRY ERASE BOARD FOR PARK OFFICE & POOL	2	10-05-55210-39	61.05
Total 43464:									137.35

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43465									
05/16	05/11/2016	43465	10900	MRO CZENSKI, BRAD	C/P REIMB APR16	C/P REIMB APR16	1	10-05-55200-22	20.00
Total 43465:									20.00
43466									
05/16	05/11/2016	43466	11070	NAPA AUTO PARTS - WESTON	565411	#8: DEXTRON 6	1	10-03-53310-35	20.07
Total 43466:									20.07
43467									
05/16	05/11/2016	43467	21058	NEOFUNDS BY NEOPOST	6006 MAR 2016	POSTAGE: MARCH 2016	1	10-01-51450-31	1,000.00
Total 43467:									1,000.00
43468									
05/16	05/11/2016	43468	11280	NETWORK PROFESSIONALS INC	13378	WIRELESS INTERNET ACCESS: 5/1-6/1/16	1	10-01-51450-28	39.95
Total 43468:									39.95
43469									
05/16	05/11/2016	43469	11530	NORTHERN BATTERY	1523228	L/S AUTO DIALER BACK-UP BATTERIES	1	61-03-53601-34	86.79
05/16	05/11/2016	43469	11530	NORTHERN BATTERY	1523283	L/S AUTO DIALER BACK-UP BATTERIES	1	61-03-53601-34	9.00
05/16	05/11/2016	43469	11530	NORTHERN BATTERY	1523909	CORE CREDIT: WEATHER SIREN	1	10-02-52910-24	15.00
05/16	05/11/2016	43469	11530	NORTHERN BATTERY	1525001	BATTERY FOR SHOREY WEATHER SIREN	1	10-02-52910-24	765.94
Total 43469:									846.73
43470									
05/16	05/11/2016	43470	11920	OLE'S FULL SERVICE MOBILE	2616	KEYS MADE FOR PARK OFFICE (3)	1	10-05-55210-39	18.00
Total 43470:									18.00
43471									
05/16	05/11/2016	43471	19643	O'REILLY AUTO PARTS	3845-475411	HEATER HOSE - RIVER PARK L/S GENERATOR	1	61-03-53601-34	2.58
Total 43471:									2.58

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount	
43472	05/16	05/11/2016	43472	12060	OSTERBRINK, SHAWN	C/P REIMB APR16	C/P REIMB APR16	1	10-05-55200-22	50.00
Total 43472:									50.00	
43473	05/16	05/11/2016	43473	21250	PAANDA ENTERPRISES LLC	776492	SPEED VISE	1	10-03-53310-35	400.00
Total 43473:									400.00	
43474	05/16	05/11/2016	43474	21244	PHELPS, DAVE	C/P REIMB APR16	C/P REIMB APR16	1	10-05-55200-22	20.00
Total 43474:									20.00	
43475	05/16	05/11/2016	43475	12580	PLATTA, JAMES	C/P REIMB APR16	C/P REIMB APR16	1	10-03-53310-22	20.00
Total 43475:									20.00	
43476	05/16	05/11/2016	43476	21251	PLUGER, BONNIE	SEC DEP REF APR	SECURITY DEPOSIT REFUND: KENNEDY PK/HALL 4/30/16	1	10-00-23160-00	50.00
Total 43476:									50.00	
43477	05/16	05/11/2016	43477	12770	POWERPLAN	1460554	FILTERS	1	10-03-53310-35	207.44
05/16	05/11/2016	43477	12770	POWERPLAN	1462215	#106: TRACK ADJUSTER VALVE		1	10-03-53310-35	33.52
05/16	05/11/2016	43477	12770	POWERPLAN	1472440	#81 & #106: FILTERS AND PARTS		1	10-03-53310-35	234.86
Total 43477:									475.82	
43478	05/16	05/11/2016	43478	20909	SC SWIDERSKI LLC	CBLD-7-14-5400	REFUND COMM OCC SURCHARGE	1	10-00-44326-00	5,000.00
Total 43478:									5,000.00	
43479	05/16	05/11/2016	43479	21252	SCHOFIELD AUTOBODY INC	13865	2007 CHEVROLET TRUCK: REPLACE, REPAINT DOOR AND REA	1	10-03-53312-35	1,789.56

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05/16	05/11/2016	43479	21252	SCHOFIELD AUTOBODY INC	13874	GRADER FENDER BRACKETS	1	10-03-53310-35	416.00
Total 43479:									2,205.56
43480									
05/16	05/11/2016	43480	19948	SCOTT WILLIAMS APPRAISAL INC	2337-16	FLETCHER PROPERTY APPRAISAL - 9216 CALLON AVE	1	42-07-57628-82	600.00
Total 43480:									600.00
43481									
05/16	05/11/2016	43481	21253	SHADOW COLLABORATIVE	CW0124248	ANIMATION FOR WESTON'S 20TH ANNIV PRESENTATION	1	29-05-55320-29	1,850.00
Total 43481:									1,850.00
43482									
05/16	05/11/2016	43482	14830	SHERWIN-WILLIAMS CO, THE	5400-4	PAINT FOR POOL FLOOR AND PLAY STRUCTURE	1	22-05-55420-24	605.26
Total 43482:									605.26
43483									
05/16	05/11/2016	43483	15020	SKRZYPCHAK, ANTHONY	C/P REIMB APR16	C/P REIMB APR16	1	10-03-53310-22	20.00
Total 43483:									20.00
43484									
05/16	05/11/2016	43484	21254	STROIK, DONNA	MTAW SPRG CONF	MTAW SPRING CONF: 4/19-4/22/16 - HOTEL REIMB (STROIK & T	1	10-01-51520-33	492.00
05/16	05/11/2016	43484	21254	STROIK, DONNA	MTAW SPRG CONF	MTAW SPRING CONF: 4/19-4/22/16 - MEAL REIMB (STROIK & TRI	2	10-01-51520-33	78.51
05/16	05/11/2016	43484	21254	STROIK, DONNA	WGFOA SPR CON	WGFOA SPRING CONF: 4/13-4/15/16 - MEAL REIMB	1	10-01-51520-33	20.89
Total 43484:									591.40
43485									
05/16	05/11/2016	43485	21247	SYNCHRONY BANK/AMAZON	APRIL 2016	NEW MONITOR FOR DANIEL	1	10-01-51450-80	88.35
05/16	05/11/2016	43485	21247	SYNCHRONY BANK/AMAZON	APRIL 2016	SURFACE TABLETS & ACCESSORIES FOR SEWER/WATER UTIL	2	60-03-53740-31	1,977.99
05/16	05/11/2016	43485	21247	SYNCHRONY BANK/AMAZON	APRIL 2016	SURFACE TABLETS & ACCESSORIES FOR SEWER/WATER UTIL	3	61-03-53610-31	659.33
Total 43485:									2,725.67

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
43486									
05/16	05/11/2016	43486	15970	TATRO, SHAUN	BLDG INSP INST A	BUILDING INSP INSTITUTE: 4/20-4/22/16 - GAS	1	10-02-52400-33	20.00
05/16	05/11/2016	43486	15970	TATRO, SHAUN	BLDG INSP INST A	BUILDING INSP INSTITUTE: 4/20-4/22/16 - LODGING	2	10-02-52400-33	246.00
05/16	05/11/2016	43486	15970	TATRO, SHAUN	C/P REIMB APR16	C/P REIMB APR16	1	10-02-52400-22	50.00
Total 43486:									316.00
43487									
05/16	05/11/2016	43487	21229	TRITTIN, JENNA	MTAW SPRG CONF	MTAW SPRING CONF: 4/19-4/22/16 - PARKING	1	10-01-51520-33	4.00
05/16	05/11/2016	43487	21229	TRITTIN, JENNA	MTAW SPRG CONF	MTAW SPRING CONF: 4/19-4/22/16 - MEALS	2	10-01-51520-33	23.38
Total 43487:									27.38
43488									
05/16	05/11/2016	43488	20240	TRUCK EQUIPMENT INC	684458-00	#90: TARTER SYSTEM	1	10-03-53310-35	889.09
05/16	05/11/2016	43488	20240	TRUCK EQUIPMENT INC	685470-00	SPACERS TO GO BETWEEN ALUMINUM RIMS	1	10-03-53310-35	214.80
Total 43488:									1,103.89
43489									
05/16	05/11/2016	43489	19929	UTILITY SERVICE CO INC	393682	Q2 MAINT CONTRACT - BUSINESS PK TANK	1	60-03-53760-29	1,470.75
Total 43489:									1,470.75
43490									
05/16	05/11/2016	43490	16890	VAN ERT ELECTRIC COMPANY INC	000127745	TRAF ACCID RPR-TRAF LIGHT/ACE HARDWARE	1	10-03-53311-24	1,340.62
05/16	05/11/2016	43490	16890	VAN ERT ELECTRIC COMPANY INC	000127746	RPR KNOCKDOWN BANNER POLE- WESTVIEW BLVD	1	10-05-55211-29	1,240.00
Total 43490:									2,580.62
43491									
05/16	05/11/2016	43491	17180	VLIETSTRA, RANDY	C/P REIMB APR16	C/P REIMB APR16	1	10-03-53310-22	20.00
Total 43491:									20.00
43492									
05/16	05/11/2016	43492	17500	WAUSAU AWARDS & ENGRAVING INC	SCHMUTZLER AP	2016 SERVICE AWARD - SCHMUTZLER	1	10-01-51101-17	98.75

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 43492:									98.75
43493									
05/16	05/11/2016	43493	17650	WAUSAU REGION CHAMBER COMME	114276	4/21/16 EXPO BUSINESS PM REGIS - DG	1	10-01-51410-32	15.00
05/16	05/11/2016	43493	17650	WAUSAU REGION CHAMBER COMME	114276	4/21/16 EXPO BUSINESS PM REGIS - SW	2	10-01-51420-32	15.00
05/16	05/11/2016	43493	17650	WAUSAU REGION CHAMBER COMME	114276	4/21/16 EXPO BUSINESS PM REGIS - NC	3	10-01-51460-32	15.00
05/16	05/11/2016	43493	17650	WAUSAU REGION CHAMBER COMME	114276	4/21/16 EXPO BUSINESS PM REGIS - KD	4	10-03-53100-32	15.00
05/16	05/11/2016	43493	17650	WAUSAU REGION CHAMBER COMME	114276	4/21/16 EXPO BUSINESS PM REGIS - JH, JW	5	10-06-56900-32	30.00
Total 43493:									90.00
43494									
05/16	05/11/2016	43494	20711	WEHNER, JARED	C/P REIMB APR16	C/P REIMB APR16	1	10-06-56900-22	50.00
Total 43494:									50.00
43495									
05/16	05/11/2016	43495	20614	WISCONSIN LIFTING SPECIALISTS	16-F2659	SHACKLE PINS TO SUPPORT BLOWER TUBE	1	18-03-53635-35	58.14
Total 43495:									58.14
43496									
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	0293-00001 APR16	FOREMOST: 3/28-4/27/16	1	60-03-53720-22	1,978.30
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	0293-00002 APR16	MESKER: 3/28-4/27/16	1	60-03-53720-22	843.71
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	0293-00002 APR16	MESKER: 3/27-4/26/16	2	60-03-53720-22	64.38
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	0293-00004 APR16	WTP/STERNBERG: 3/28-4/27/16	1	60-03-53720-22	845.41
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	0293-00004 APR16	WTP/STERNBERG: 3/28-4/27/16	2	60-03-53730-22	1,690.83
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	0293-00004 APR16	WTP/STERNBERG: 3/27-4/26/16	3	60-03-53720-22	64.10
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	0293-00004 APR16	WTP/STERNBERG: 3/27-4/26/16	4	60-03-53730-22	128.20
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2457-00001 APR16	HARLYN: 3/28-4/27/16	1	61-03-53610-22	216.45
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2457-00004 APR16	JELINEK/MESKER: 3/28-4/27/16	1	61-03-53610-22	1,180.74
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2457-00004 APR16	JELINEK/MESKER: 3/27-4/26/16	2	61-03-53610-22	23.53
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2457-00005 APR16	KATHLEEN: 3/28-4/27/16	1	61-03-53610-22	34.33
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2457-00006 APR16	ROSS AVE: 3/28-4/27/16	1	61-03-53610-22	136.53
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2457-00007 APR16	COLLEEN: 3/28-4/27/16	1	61-03-53610-22	247.33
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2457-00008 APR16	E.C. RIVER: 3/28-4/27/16	1	61-03-53610-22	241.29
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2457-00008 APR16	E.C. RIVER: 3/27-4/26/16	2	61-03-53610-22	18.46
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2457-00009 APR16	TANYA: 3/28-4/27/16	1	61-03-53610-22	128.97

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2457-00014 APR16	BUS PK SOUTH: 3/28-4/27/16	1	61-03-53610-22	57.96
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2484-00001 APR16	STERNBERG: 3/28-4/27/16	1	10-05-55340-22	28.07
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2484-00001 APR16	STERNBERG: 3/27-4/26/16	2	10-05-55340-22	16.77
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2484-00017 APR16	EVEREST: 3/28-4/27/16	1	60-03-53740-22	124.58
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2484-00020 APR16	ALTA VERDE: 3/28-4/27/16	1	60-03-53720-22	976.51
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2484-00020 APR16	ALTA VERDE: 3/27-4/26/16	2	60-03-53720-22	64.83
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2484-00025 APR16	QUENTIN ST: 3/24-4/26/16	1	10-05-55210-22	31.09
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2484-00026 APR16	ROGAN ST: 3/24-4/26/16	1	10-05-55210-22	30.88
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2484-00032 APR16	KENNEDY PK: 3/24-4/26/16	1	10-05-55210-22	30.88
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2484-00035 APR16	NORTHWESTERN: 3/24-4/26/16	1	10-05-55210-22	30.88
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2484-00038 APR16	NEUPERT: 3/28-4/27/16	1	10-05-55340-22	35.58
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2484-00038 APR16	NEUPERT: 3/27-4/26/16	2	10-05-55340-22	31.10
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2484-00039 APR16	PARKWAY: 3/24-4/26/16	1	10-05-55210-22	30.88
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2484-00041 APR16	EVERGREEN POINTE: 3/28-4/27/16	1	61-03-53610-22	58.33
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2484-00043 APR16	NORTHWESTERN: 3/24-4/26/16	1	10-05-55210-22	30.88
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2484-00044 APR16	PARK TERRACE: 3/28-4/27/16	1	61-03-53610-22	38.08
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2484-00050 APR16	ROBINWOOD: 3/24-4/26/16	1	10-05-55210-22	30.88
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2484-00054 APR16	BUS PARK: 3/28-4/27/16	1	60-03-53740-22	66.36
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2484-00074 APR16	RYAN ST: 3/28-4/27/16	1	61-03-53610-22	211.86
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2484-00081 APR16	ALTA VERDE: 3/24-4/26/16	1	10-05-55210-22	77.52
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2484-00081 APR16	ALTA VERDE: 3/23-4/25/16	2	10-05-55210-22	45.52
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2484-00107 APR16	HERITAGE HILLS: 3/28-4/27/16	1	61-03-53610-22	57.91
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2484-00122 APR16	SUMMIT: 3/28-4/27/16	1	60-03-53740-22	33.60
05/16	05/11/2016	43496	18990	WISCONSIN PUBLIC SERVICE	2484-00188 APR16	WIFI @ KEN PK: 3/24-4/26/16	1	10-05-55210-22	31.09
Total 43496:									10,014.60
43497									
05/16	05/11/2016	43497	20522	WODALSKI, MICHAEL J	C/P REIMB APR16	C/P REIMB APR16	1	10-03-53170-22	50.00
Total 43497:									50.00
43498									
05/16	05/11/2016	43498	19190	YONKER, JOHN	C/P REIMB APR16	C/P REIMB APR16	1	10-03-53310-22	20.00
Total 43498:									20.00
43499									
05/16	05/12/2016	43499	20417	GUILD, DANIEL	MAY 2016 AUTO	MAY 2016 AUTO STIPEND	1	10-01-51410-33	120.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 43499:									120.00
43500									
05/16	05/12/2016	43500	9910	MARATHON COUNTY TREASURER	MAR 2016	JAIL SURCHARGES: MAR 2016	1	10-00-45111-00	1,351.20
05/16	05/12/2016	43500	9910	MARATHON COUNTY TREASURER	MAR 2016	DRIVER IMPROVEMENT SURCHARGES: MAR 2016	2	10-00-45111-00	607.12
Total 43500:									1,958.32
43501									
05/16	05/12/2016	43501	21177	PICK N SAVE	BR80BW4SFN/CLA	CHRISTINE CLARK - CIT# BR80BW4SFN	1	10-00-45111-00	18.49
Total 43501:									18.49
43502									
05/16	05/12/2016	43502	14430	SCHOFIELD, CITY OF	MAR 2016	ALLOCATED TOTALS TO COURT: MAR 2016	1	10-00-24425-00	5,914.28
Total 43502:									5,914.28
43503									
05/16	05/12/2016	43503	18220	STATE OF WI - COURT FINES	MAR 2016	ALLOCATED TOTALS TO COURT: MAR 2016	1	10-00-45111-00	4,409.76
Total 43503:									4,409.76
43504									
05/16	05/12/2016	43504	17520	WAUSAU/CENTRAL WISCONSIN CVB	05032016-1	5/2/16 TOURISM SUMMIT REGIS - DONNER	1	10-03-53100-32	10.00
05/16	05/12/2016	43504	17520	WAUSAU/CENTRAL WISCONSIN CVB	05032016-1	5/2/16 TOURISM SUMMIT REGIS - WODALSKI	2	10-03-53170-32	10.00
05/16	05/12/2016	43504	17520	WAUSAU/CENTRAL WISCONSIN CVB	05032016-1	5/2/16 TOURISM SUMMIT REGIS - HIGGINS	3	10-06-56900-32	10.00
Total 43504:									30.00
43505									
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00003 APR16	COMM CTR IRRIG: 3/28-4/27/16	1	10-03-53317-22	56.14
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00007 APR16	ENT WAY TRAF LIGHTS: 3/30-5/2/16	1	10-03-53311-22	132.51
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00008 APR16	COMM CTR STREET LIGHTING: 3/28-4/27/16	1	10-03-53420-22	122.81
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00012 APR16	ENT WAY FNTN: 3/30-5/2/16	1	10-03-53420-22	30.88
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00023 APR16	VILLAGE STREET LIGHTING: APRIL - 30 DAYS	1	10-03-53420-22	13,893.71
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00027 APR16	ROSS TRAF LIGHTS: 3/24-4/26/16	1	10-03-53311-22	113.41
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00029 APR16	LANDFILL: 3/29-4/28/16	1	18-03-53631-22	103.56

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00037 APR16	SCHOF/CHERRY IRRIG: 3/28-4/27/16	1	10-03-53317-22	28.07
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00045 APR16	MINISTRY STREET LIGHTING: 3/24-4/26/16	1	10-03-53420-22	284.38
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00047 APR16	SHOREY WARNING SIREN: 3/24-4/26/16	1	10-02-52910-22	35.15
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00051 APR16	ST CLARE'S PUMP: 3/24-4/26/16	1	10-03-53317-22	30.88
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00057 APR16	MINISTRY IRRIG: 3/23-4/25/16	1	10-03-53317-22	30.88
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00070 APR16	BIRCH/SCHOF STREET LIGHTING: 3/28-4/27/16	1	10-03-53420-22	239.25
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00075 APR16	WESTON/CTRY X TRAF LIGHTS: 3/24-4/26/16	1	10-03-53311-22	192.13
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00077 APR16	ALDERSON/SCHOF STREET LIGHTING: 3/28-4/27/16	1	10-03-53420-22	248.64
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00091 APR16	FLASH SIGN: 3/28-4/27/16	1	10-03-53311-22	28.38
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00098 APR16	CROSS POINTE STREET LIGHTING: 3/24-4/26/16	1	10-03-53420-22	272.58
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00120 APR16	SHOREY STREET LIGHTING: 3/24-4/26/16	1	10-03-53420-22	49.42
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00143 APR16	BUS PK STREET LIGHTING: APRIL - 30 DAYS	1	10-03-53420-22	474.40
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00156 APR16	CTY RD J - SIGN: 3/30-5/2/16	1	10-03-53420-22	35.89
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00157 APR16	ALDERSON/SCHOF TRAF LIGHTS: 3/23-4/25/16	1	10-03-53311-22	56.75
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00160 APR16	SCHOF TRAF LIGHTS: 3/23-4/25/16	1	10-03-53311-22	59.05
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00167 APR16	ZINSER WFS: 3/23-4/25/16	1	10-03-53420-22	50.28
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00168 APR16	RICKYVAL WFS: 3/23-4/25/16	1	10-03-53420-22	46.32
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00169 APR16	RYAN WFS: 3/23-4/25/16	1	10-03-53420-22	30.88
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00170 APR16	WESTON/PROG WFS: 3/23-4/25/16	1	10-03-53420-22	39.75
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00181 APR16	MUSKIE WARNING SIREN: 3/23-4/25/16	1	10-02-52910-22	32.75
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00183 APR16	SPEED SIGN: 3/28-4/27/16	1	10-03-53311-22	29.74
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00187 APR16	WINDSOR DR AERATOR: 3/23-4/25/16	1	63-03-53655-22	30.88
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00190 APR16	BIRCH PED BRIDGE LIGHTING: 3/28-4/27/16	1	10-03-53420-22	53.84
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00194 APR16	MUN CTR: 3/28-4/27/16	1	10-01-51600-22	1,078.15
05/16	05/12/2016	43505	18990	WISCONSIN PUBLIC SERVICE	2484-00194 APR16	MUN CTR: 3/27-4/26/16	2	10-01-51600-22	417.19
Total 43505:									18,328.65
Grand Totals:									396,542.93

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-00-11110-000-000	.00	.00	.00
10-00-14410-000-000	18.11	.00	18.11
10-00-14510-000-000	239.15	.00	239.15

GL Account	Debit	Credit	Proof
10-00-14520-000-000	43.10	.00	43.10
10-00-14530-000-000	18.11	.00	18.11
10-00-21100-000-000	5,000.00	.00	5,000.00
10-00-21111-000-000	955.86	80,267.61-	79,311.75-
10-00-23160-000-000	100.00	.00	100.00
10-00-24425-000-000	5,914.28	.00	5,914.28
10-00-44326-000-000	5,000.00	.00	5,000.00
10-00-44327-000-000	1,000.00	.00	1,000.00
10-00-44395-000-000	60.00	.00	60.00
10-00-45111-000-000	6,386.57	.00	6,386.57
10-01-51101-172-000	98.75	.00	98.75
10-01-51410-225-000	70.29	.00	70.29
10-01-51410-324-000	100.00	.00	100.00
10-01-51410-325-000	15.00	.00	15.00
10-01-51410-332-000	120.00	.00	120.00
10-01-51420-312-000	71.00	.00	71.00
10-01-51420-314-000	95.25	.00	95.25
10-01-51420-321-000	25.68	.00	25.68
10-01-51420-325-000	15.00	.00	15.00
10-01-51430-290-000	9,194.30	900.00-	8,294.30
10-01-51450-225-000	514.53	.00	514.53
10-01-51450-280-000	210.03	.00	210.03
10-01-51450-284-000	39.95	.00	39.95
10-01-51450-310-000	92.60	.00	92.60
10-01-51450-311-000	1,000.00	.00	1,000.00
10-01-51450-326-000	42.77	.00	42.77
10-01-51450-809-000	88.35	.00	88.35
10-01-51460-325-000	15.00	.00	15.00
10-01-51520-312-000	15.59	.00	15.59
10-01-51520-334-000	126.78	.00	126.78
10-01-51520-336-000	492.00	.00	492.00
10-01-51600-216-000	600.00	.00	600.00
10-01-51600-222-000	1,078.15	.00	1,078.15
10-01-51600-224-000	417.19	.00	417.19
10-01-51600-247-000	88.00	.00	88.00
10-01-51600-314-000	626.99	.00	626.99
10-02-52199-355-000	465.50	.00	465.50
10-02-52400-225-000	100.00	.00	100.00
10-02-52400-310-000	36.04	7.54-	28.50
10-02-52400-312-000	68.79	.00	68.79

GL Account	Debit	Credit	Proof
10-02-52400-334-000	28.59	.00	28.59
10-02-52400-336-000	328.00	.00	328.00
10-02-52400-351-000	29.50	.00	29.50
10-02-52910-222-000	99.41	.00	99.41
10-02-52910-242-000	765.94	15.00-	750.94
10-03-53100-225-000	50.00	.00	50.00
10-03-53100-325-000	25.00	.00	25.00
10-03-53160-225-000	50.00	.00	50.00
10-03-53170-225-000	50.00	.00	50.00
10-03-53170-325-000	10.00	.00	10.00
10-03-53310-161-000	225.95	.00	225.95
10-03-53310-225-000	160.00	.00	160.00
10-03-53310-241-000	230.48	.00	230.48
10-03-53310-247-000	387.00	.00	387.00
10-03-53310-312-000	15.58	.00	15.58
10-03-53310-321-000	395.47	.00	395.47
10-03-53310-353-000	7,622.72	33.32-	7,589.40
10-03-53310-363-000	286.14	.00	286.14
10-03-53311-222-000	945.94	.00	945.94
10-03-53311-249-000	1,340.62	.00	1,340.62
10-03-53312-222-000	28.38	.00	28.38
10-03-53312-290-000	18.71	.00	18.71
10-03-53312-353-000	1,920.50	.00	1,920.50
10-03-53312-370-000	97.56	.00	97.56
10-03-53317-222-000	234.85	.00	234.85
10-03-53318-353-000	377.73	.00	377.73
10-03-53420-222-000	16,647.66	.00	16,647.66
10-05-55200-161-000	353.16	.00	353.16
10-05-55200-225-000	110.00	.00	110.00
10-05-55210-222-000	324.98	.00	324.98
10-05-55210-224-000	45.52	.00	45.52
10-05-55210-245-000	119.00	.00	119.00
10-05-55210-365-000	599.88	.00	599.88
10-05-55210-390-000	1,763.01	.00	1,763.01
10-05-55211-296-000	1,240.00	.00	1,240.00
10-05-55340-222-000	63.65	.00	63.65
10-05-55340-224-000	47.87	.00	47.87
10-06-56900-225-000	100.00	.00	100.00
10-06-56900-325-000	40.00	.00	40.00
10-06-56905-225-000	156.96	.00	156.96

GL Account	Debit	Credit	Proof
10-06-56910-321-000	172.01	.00	172.01
10-06-56925-321-000	171.99	.00	171.99
10-06-56930-219-000	2,885.00	.00	2,885.00
18-00-21111-000-000	.00	282.21-	282.21-
18-03-53631-222-000	103.56	.00	103.56
18-03-53631-225-000	120.51	.00	120.51
18-03-53635-353-000	58.14	.00	58.14
22-00-21111-000-000	.00	2,145.90-	2,145.90-
22-05-55420-222-000	326.23	.00	326.23
22-05-55420-225-000	2.57	.00	2.57
22-05-55420-247-000	977.73	.00	977.73
22-05-55420-326-000	453.00	.00	453.00
22-05-55420-344-000	295.97	.00	295.97
22-05-55420-390-000	90.40	.00	90.40
27-00-21111-000-000	.00	513.00-	513.00-
27-08-58401-551-000	513.00	.00	513.00
28-00-21111-000-000	.00	513.00-	513.00-
28-08-58401-551-000	513.00	.00	513.00
29-00-21111-000-000	5,000.00	1,850.00-	3,150.00
29-05-55320-290-000	1,850.00	.00	1,850.00
29-06-56729-821-000	.00	5,000.00-	5,000.00-
40-00-21111-000-000	.00	267,091.35-	267,091.35-
40-06-56740-290-000	30.00	.00	30.00
40-07-57334-290-000	6,250.00	.00	6,250.00
40-07-57334-821-000	238,180.47	.00	238,180.47
40-07-57352-215-000	22,594.00	.00	22,594.00
40-07-57386-311-444	36.88	.00	36.88
42-00-21100-000-000	2,583.75	.00	2,583.75
42-00-21111-000-000	.00	16,369.95-	16,369.95-
42-07-57626-215-000	13,186.20	.00	13,186.20
42-07-57628-821-000	600.00	.00	600.00
60-00-21111-000-000	.00	27,347.34-	27,347.34-
60-03-53720-222-000	6,884.45	.00	6,884.45
60-03-53720-224-000	291.09	.00	291.09
60-03-53720-349-000	30.00	.00	30.00
60-03-53730-222-000	1,690.83	.00	1,690.83
60-03-53730-224-000	128.20	.00	128.20
60-03-53730-366-000	13,482.30	.00	13,482.30
60-03-53740-222-000	224.54	.00	224.54
60-03-53740-225-000	43.92	.00	43.92

GL Account	Debit	Credit	Proof
60-03-53740-314-662	1,977.99	.00	1,977.99
60-03-53740-349-000	32.87	.00	32.87
60-03-53760-290-000	1,470.75	.00	1,470.75
60-03-53771-310-000	109.99	.00	109.99
60-03-53771-312-000	727.20	.00	727.20
60-03-53780-162-000	68.59	.00	68.59
60-03-53780-225-000	90.60	.00	90.60
60-03-53780-290-000	86.23	.00	86.23
60-03-53780-312-000	7.79	.00	7.79
61-00-21111-000-000	.00	5,360.35-	5,360.35-
61-03-53601-242-000	114.07	.00	114.07
61-03-53601-349-000	309.19	.00	309.19
61-03-53610-222-000	2,609.78	.00	2,609.78
61-03-53610-224-000	41.99	.00	41.99
61-03-53610-225-000	641.99	.00	641.99
61-03-53610-314-000	659.33	.00	659.33
61-03-53610-349-000	30.00	.00	30.00
61-03-53612-310-000	109.98	.00	109.98
61-03-53612-312-000	727.20	.00	727.20
61-03-53613-225-000	30.60	.00	30.60
61-03-53613-290-000	86.22	.00	86.22
63-00-21111-000-000	.00	758.08-	758.08-
63-03-53652-312-000	727.20	.00	727.20
63-03-53655-222-000	30.88	.00	30.88
Grand Totals:	<u>408,454.65</u>	<u>408,454.65-</u>	<u>.00</u>

Dated _____

Finance Committee Chairperson _____

Report Criteria:
 Report type: GL detail

Village of Weston, Wisconsin
REGULAR MEETING OF THE BOARD OF TRUSTEES
May 16, 2016

MEETING PACKET COVER SHEET
AGENDA ITEM – E.17.



Village of Weston, Wisconsin
OFFICIAL MEETING MINUTES OF THE BOARD OF TRUSTEES

Monday, May 2, 2016, at 6:00 p.m.

A. Opening of Session.

- 1. Meeting called to order by President Ermeling at 6:00 p.m.**
- 2. Pledge of Allegiance to the Flag.**
- 3. Clerk will take attendance and roll call.**
Roll call indicated 6 Board of Trustees' members present.

Trustee	Present
Ermeling, Barb	YES
Berger, Scott	YES
Ostrowski, Kevin	YES
Schuster, Fred	YES
Ziegler, Jon	YES
White, Loren	YES
Mark Porlier	NO

Village Staff in attendance: Guild, Jacobs, Higgins, Donner, Weinkauf, Wodalski, Osterbrink and Crowe. Everest Metro Chief Sparks, Fire Chief Savage and staff members Lenhard, Yonker, Phelps and Mroczenski were also in attendance.

- 4. Request for silencing of cellphones and other electronic devices.**
Ermeling requested for the silencing of cellphones.
- 5. Acknowledgement of Visitors**
No comments.

B. Correspondence and comments from the public.

Ermeling asked for comments. There were none.

C. Presentations

There were no presentations.

D. Consent Business Items

- 6. Award the 2016 Chip Sealing Project to Scott Construction, Inc.**
- 7. Award the 2016 Crack Sealing Project to Fahrner Asphalt Sealers, LLC.**
- 8. Award the 2016 Asphalt Overlay Project to American Asphalt.**
- 9. Award the Ross Avenue Deck Repair Project to Norcon Corporation.**
- 10. Approve the Aquatic Center Emergency Action Plan.**
- 11. Approve Resolution No. 2016-007 to establish the Committee and Commission appointments and terms.**
- 12. Approve the appointment of Randy Balk as the new alcohol licensing agent for Crane Meadows Golf Course.**
- 13. Approve Operator Licenses.**
- 14. Approve payment of expenditures – Voucher #43300 – 43374.**
- 15. Approve Board of Trustee Minutes from April 18, 2016.**

Motion by Schuster, second by Ziegler to approve Consent Items D6 to D15. Motion by Schuster, second by White to amend the original motion to include changing the term for Roger Esker to 2016-2017, and Katrina Clark to 2016-2018. All were in favor of the motion as amended.

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

Trustee	Voting
Ermeling, Barb	YES
Berger, Scott	YES
Ostrowski, Kevin	YES
Schuster, Fred	YES
Ziegler, Jon	YES
White, Loren	YES
Mark Porlier	-

16. Items Removed from Consent (if any).

There were no items removed from Consent.

E. Reports from Committees, including draft meeting minutes (if any).

17. Community Life, and Public Safety (per Schuster/Hodell).

18. Community Development Authority (per Berger/Guild).

19. Finance (Per Berger/Jacobs).

20. Parks and Recreation (per Ostrowski/Osterbrink).

21. Personnel (Per Ziegler/Weinkauf).

22. Plan Commission (Per White/Higgins).

23. Property & Infrastructure (Per Ziegler/Donner).

24. Zoning Board of Appeals (Per Higgins).

25. SAFER Board of Directors.

Motion by White, second by Berger to acknowledge items E17, E21 and E25.

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

Trustee	Voting
Ermeling, Barb	YES
Berger, Scott	YES
Ostrowski, Kevin	YES
Schuster, Fred	YES
Ziegler, Jon	YES
White, Loren	YES
Mark Porlier	-

F. Reports from Departments

26. Clerk.

No comments.

27. Fire & EMS.

The new battalion chief will be starting a regular schedule next week. He also reported that SAFER assisted with two mutual aid fires.

28. Finance.

Jacobs gave an update on the new recycling grant legislation and said this was good news for Weston.

29. Parks & Recreation.

Osterbrink reported he gave a presentation at a recent tourism summit. In three weeks the pool will be filled. Currently some painting and pool surface maintenance is being worked on. The Aquatic Center Manager has received 23 to 25 applications for the aquatic center.

30. Planning & Development.

Higgins reported there would be a public hearing at the next meeting for the subdivision ordinance.

31. Police.

Sparks said he attended Kwik Trip’s grand opening and received a \$1000 donation to put toward the K-9 program. The Department will be hosting the Everest Area Optimist Bike Rodeo on May 7th.

32. Public Works & Utilities.

Donner explained how the Services Department are sharing duties between the Street and Park Departments. The Yard waste pick up began today. He also said he received a quote for no-fault sewer back up insurance. He would like to continue to have discussions on this item between now and budget time. There was a short discussion on the Village having this kind of coverage.

33. Technology Services.

Crowe reported he has been working with staff member Yonker on the use of the new Beehive software for tracking the yard waste pickup.

34. Village Relations.

Hodell reported the Village Wide Rummage Sale will begin on Friday and the Farmers Market will open on Saturday.

35. Department Directors may be dismissed following reports.

G. Regular New Business

36. Approve the purchase and installation of a variable frequency drive on the main circulation pump at the Aquatic Center.

Osterbrink said this was not a budgeted item. He explained how this would work with the flow.

Motion by Schuster, second by Ziegler to approve the purchase and installation of a variable frequency drive on the main circulation pump at the Aquatic Center. There was a short discussion on the back up motors. Ermeling asked about funding. Jacobs suggested the money come from the room tax fund.

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

Trustee	Voting
Ermeling, Barb	YES
Berger, Scott	YES
Ostrowski, Kevin	YES
Schuster, Fred	YES
Ziegler, Jon	YES
White, Loren	YES
Mark Porlier	-

37. Discussion on Lumin Training for the Board of Trustees.

Weinkauf said Lumin Advantage Consulting would like the Board of Trustees to all take the MBTI, TKI and Strengths Finder surveys. They would also like to meet with the Board on June 1st from 5:30 to 7:30 to review and compare those results.

H. Report from the Administrator.

No comments.

I. Remarks from Trustees (No Board action will be taken for this agenda item).

No comments.

J. Remarks from the President (No Board actions will be taken for this agenda item).

No comments.

K. Discuss items to be included for next agenda (No Board actions will be taken for this agenda item).

Ermeling asked for the Clerk to put the election of a Vice president on the next agenda.

- L. **Set next regular meeting date for Mon, May 16, 2016.**
• SE Quadrant Open House on Monday, May 9th, 2016.

M. **Adjourn.**

Motion by White, second Ziegler to adjourn the meeting at 6:48 p.m.

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

Trustee	Voting
Ermeling, Barb	YES
Berger, Scott	YES
Ostrowski, Kevin	YES
Schuster, Fred	YES
Ziegler, Jon	YES
White, Loren	YES
Mark Porlier	-

Sherry Weinkauff, Cler

Village of Weston, Wisconsin
REGULAR MEETING OF THE BOARD OF TRUSTEES
May 16, 2016

MEETING PACKET COVER SHEET
AGENDA ITEM – F.22.



Village of Weston, Wisconsin
MEETING MINUTES OF THE PARK & RECREATION COMMITTEE MEETING
Monday, April 25, 2016, at 5:15 p.m.

A. Opening of Session.

1. Meeting called to order by Trustee Ostrowski at 5:15 p.m.
2. Recording Secretary Meliska took attendance and roll call.
Roll call indicated 3 Park & Recreation members present.

Trustee	Present
Ostrowski, Kevin	YES
Clark, Katrina	YES
Esker, Rodger	YES
Kollmansberger, Tina	NO
Schuster, Fred	YES

Village Staff in attendance: Osterbrink and Trustee White, along with 3 members in the audience.

3. **Request for silencing of cellphones and other electronic devices.**
Ostrowski requested the silencing of cellphones.

B. Correspondence and comments from the public.

4. **Comments from the public on issues, or matters which the Board of Trustees has oversight over.**

C. Presentations

D. Consent Business Items

5. **Approval of previous meeting minutes from: January, 25 2016 and February 22, 2016.**
Motion by Esker, second by Schuster.

E. Business Items for consideration, discussion, and action.

6. **Discussion and Recommendation to Board of Trustees on Chapter 74 Subdivision Ordinance.**

We would like to get this ordinance approved as soon as we can. This will also be going to the Property and Infrastructure Committee. We would like to have everyone working off the same ordinance. Osterbrink asked the committee to review the Parkland Dedication section.

Motion by Schuster, second by Esker to recommend approval.

7. **Discussion and Recommendation to Board of Trustees on Aquatic center EAP**

Osterbrink discussed the new Emergency Action Plan. The old plan was not as specific so they decided to draft a new plan – with different scenarios that could happen at the Aquatic Center. Aquatic Center Manage Mroczenski worked with the EMPD and SAFER regarding their procedures in certain situations.

Motion by Esker, second by Clark to recommend approval.

8. **Discussion and Recommendation to Board of Trustees on RC Track Proposal.**

At the January meeting Osterbink mentioned there was an individual that approached the Village about having a RC Track. Tom Boman – 503 S. Grand Avenue, Rothschild came to present the idea. Boman

described what the RC track would consist of. Schuster was concerned about the size, noise, liability, will it bother residents, etc.

9. Discussion and Recommendation to Board of Trustees on Ross Avenue Access Monument Sign.

Osterbrink talked about the design/layout for the sign – the layout, the colors, etc. It has been revised by the staff and Administrator. Osterbrink asked if the committee feels anything should be changed to let him know.

F. Reports

10. Aquatic Center Manager – Brad Mroczenski

Still looking for Lifeguards for the Aquatic Center. Have 3 head lifeguards - 2 new and one returning. There are some people interested in taking a Lifeguard course – we are working with them to get them hired after they take/pass the class.

11. Parks Director – Shawn Osterbrink

Discussed details about the main circulation motor that needs to be replaced. The previous motor was 17 years old. Still working on options for the Warming House. There is a request to place 2 benches at Kennedy Park.

G. Report from Administrator on matters related to Parks & Recreation.

H. Remarks from Committee; discuss items to be included for the next Park Committee agenda.

I. Set next meeting date for Monday, May 23, 2016

J. Announcements

K. Adjourn.

Meeting was adjourned 5:54 p.m.

Heather Meliska, Recording Secretary

Village of Weston, Wisconsin
REGULAR MEETING OF THE BOARD OF TRUSTEES
May 16, 2016

MEETING PACKET COVER SHEET
AGENDA ITEM – F.24.



Village of Weston, Wisconsin
OFFICIAL PROCEEDINGS OF THE PLAN COMMISSION AND
JOINT TOWN & VILLAGE EXTRATERRITORIAL ZONING COMMITTEE
held on Monday, May 9, 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 Olson.**
- 2. Plan Commission meeting called to order PC Chairman White.**
- 3. Clerk will take attendance and roll call.**

Roll call indicated 5 Joint Town & Village of Extraterritorial Zoning Committee members present.

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

Roll call indicated 5 Plan Commission members present.

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

Village Staff in attendance: Higgins, Donner, Guild, Tatro, Wehner, Parker, and Hodell. There were 3 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

Olson and White opened the public hearings at 6:01 p.m.

- 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.**

Higgins explained how the Village is working on an update to our TIF #1 Plan. The plan was originally done as an industrial TIF. With the recent special legislation awarded, we have an opportunity to open up the plan and to do an update on it. Part of this plan requires we have 50% of land within this TIF considered as an industrial use. Over the course of the years, the zoning had changed, which left us at only about 20%. With the Village-wide rezone held last year, we are now at about 33-35%. When we work on this plan, we must get this back to 50%. A lot of the land along Weston Avenue is in Agriculture, and we are not going to rezone it to anything else until the time it changes use and is developed. After speaking with Mark Roffers, it was suggested that the best way to get to the 50% industrial use was that we should make a change to the current zoning code to allow for light industrial as a conditional use in the AR District. This change will help bring us up and slightly over the 50% that we need to do the TIF Plan amendment.

She pointed out another change, allowing Indoor Sales Incidental to Storage or Light Industrial land use as a conditional use in the AR district. She pointed out how we are making a change to the outdoor alcohol areas also, because of the existing golf course and trap club in that area. Also a change in Community Living Arrangements, in the institutional. There are also provisions being added requiring any new development within the AR district to be served by public water and sewer.

Daniel Guild, 5702 Pine Terrace, spoke in favor of the changes, stating this will allow the Village to move forward in economic growth and development.

No one else spoke in favor or opposition.

Olson and White closed this public hearing at 6:10 p.m.

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*.

Higgins stated this amendment is a straggler from last month. We made a change allowing holding tanks through conditional use, where they do not need to go through a variance anymore, similar to how the Town was set up. We found that when taking some of the changes from the Town, this section got left in the Town's code, and needs to be removed in the Village/ETZ and Town Codes. The Town Code will be updated at a later date.

White and Olson closed this hearing at 6:12 p.m.

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).

Wehner commented this came out of a sign permit request by Target, who is changing out their pharmacy sign with CVS Pharmacy. Their proposed sign exceeds the 200 square foot minimum.

Our current code only allows for a maximum of 50 square feet of a sign per signable wall. Staff is requesting to remove that section of the maximum permitted area, as the amount of the square footage of allowed signage is already determined by the length of the wall in which the sign is to be installed upon. This change is viewed as more business friendly. The maximum permitted area is being removed in all zoning districts.

Hull pointed out an inconsistency in this ordinance. The text in this ordinance states "One on-building sign per signable wall per individual business or establishment on the lot." The table states "2 on-building wall signs per signable wall per business". The intent was to allow 2 on-building signs, per signable wall, per business within the B-2, B-3, BP, LI, GI. There was further discussion on how to calculate the size of signs.

White and Olson closed this hearing at 6:20 p.m.

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*.

Wehner pointed out the revised version of this amendment, which was printed out for the Plan Commissioners. Wehner stated Planning & Development drafted the original amendment, but then after talking with Public Works earlier today, it was apparent that some other changes needed to be incorporated. Wehner stated the goal with this amendment was to incorporate the Complete Streets resolution that was adopted last November. There was further discussion on the proposed amendment and how the requirement of sidewalks will be decided.

Olson and White closed this hearing at 6:29 p.m.

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.

Motion by Kollmansberger, second by Hull to approve the Zoning Ordinance Amendments Ordinance No. 16-025 through 16-028, with corrections as noted, and per the specifications, conditions, and limitations of the submitted staff reports, and forward to the Board of Trustees for their consideration and final approval.

Yes Vote: 5 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

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

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.

Motion by Schuster, second by Zeyghami to approve the Zoning Ordinance Amendments Ordinance No. 16-025 through 16-028, with corrections as noted, and per the specifications, conditions, and limitations of the submitted staff reports, and forward to the Board of Trustees for their consideration and final approval. Q: Johnson questioned how often the rule of the 50% valuation comes into play. Wehner stated more so for commercial properties than residential. Higgins stated we will see this more so in new subdivisions. Motion Carried.

Yes Vote: 5 No Votes: 0 Abstain: 0 Not Voting: 2 Result: PASS

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

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.

None.

D. CONSENT ITEMS – ETZ.

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

Motion by Kollmansberger, second by Christiansen, to approve previous meeting(s) minutes from the ETZ, April 11, 2016.

Yes Vote: 5 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

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

E. ADJOURN ETZ

13. Adjourn ETZ Committee.

Motion by Hull, second by Christiansen to adjourn at 6:35 p.m.

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.

None.

G. CONSENT ITEMS – PC

15. Approve previous meeting(s) minutes from the Plan Commission April 11, 2016, regular meeting.

Motion by Diesen, second by Johnson, to approve the Plan Commission April 11, 2016 regular meeting minutes.

Yes Vote: 5 No Votes: 0 Abstain: 0 Not Voting: 2 Result: PASS

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

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 the consideration and final approval.

Higgins explained this is an update of Chapter 74, Subdivision Ordinance. This is being done as the second part of the zoning code update and is coming forth at this time in preparation of new potential developments in the Village. She explained some of the changes in the review process. Higgins brought up the County Naming system, and how this may play a part in this ordinance in the near future.

Higgins explained this is coming before Plan Commission tonight as a resolution, where if approved, then goes through public hearing before the Board of Trustees on Monday.

Motion by Zeyghami, second by Johnson, 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 the consideration and final approval.

Yes Vote: 5 No Votes: 0 Abstain: 0 Not Voting: 2 Result: PASS

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

I. REPORTS FROM STAFF

17. Report from Planning and Development Director.

Higgins pointed out her monthly report. She also explained a new software system we are working on implementing in the near future. She explained how Wausau and Oshkosh already use this software.

18. 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.

Zeyghami questioned the April 11th minutes. He pointed out that he was excused from the meeting, and feels the minutes appear that he voted “no” on action items. It was pointed out to Zeyghami that above the list of names, is the count of Yes Votes, No Votes, Abstain, Not Voting, and Result. In each motion during that meeting, the count next to Not Voting reflected his not being there.

Schuster questioned Guild about the several copies of the budget book he has received. Guild will check with Jacobs to find out if these are corrected copies or extra copies.

L. DISCUSS ITEMS TO BE INCLUDED FOR NEXT AGENDA.

Higgins stated there will be another ordinance amendment at the next meeting. This pertains to the zoning ordinance, where it will apply parkland dedication fees to large parcels of land with apartment complexes.

M. SET NEXT REGULAR MEETING DATE FOR MONDAY, JUNE 13, 2016, AT 6:00 P.M.

N. ADJOURN.

13. Adjourn Plan Commission.

White adjourned the meeting at 6:56 p.m.

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

Village of Weston, Wisconsin
REGULAR MEETING OF THE BOARD OF TRUSTEES
May 16, 2016

MEETING PACKET COVER SHEET
AGENDA ITEM – G.27.



Village of Weston, Wisconsin
Report for the month of April 2016
MONTHLY DEPARTMENT REPORT FROM CLERK

Monthly Department Briefer #2016-04
Sherry Weinkauf, Clerk
Monday, May 16th, 2016

1. FOR YOUR IMMEDIATE ATTENTION -- TRUSTEES.

- **Just a reminder.....Lumin Advantage Consulting will meet with all Board Members on June 1st from 5:30 to 7:30 to review survey results. See email I sent to you dated May 6th for more information. The deadline to complete all surveys is Wednesday, May 25th. I have 4 of the 7 Strengths Finder Books. Hopefully, I will have all 7 books by Monday evening so I can distribute to you. Mark your calendars.....Board of Review is scheduled for June 14th from 4:00 p.m. to 6:00 p.m.**

2. STRATEGIC PLAN PROJECT STATUS.

- Continue to work with Trustee White and Higgins on the ordinance amendments.
- Continue to work with the Technology Director on the licensing conversion.
- Elections – Continue to look into the idea of creating a central count location for processing absentee ballots.
- Website Update – No progress to date on getting the licensing forms online (except for pet licensing).

3. BUDGET AND FINANCIAL PLAN STATUS.

- Prepared 2015 check and payroll registers for the Finance Department so they could forward to village auditors.
- Recently met with the worker's compensation auditor and provided her the payroll documentation she needed to complete the 2015 audit for all three entities.

4. EMPLOYEE DEVELOPMENT & ENGAGEMENT.

- Continue to work with the Front Office Staff on the renewal licensing procedures.
- Renee and I recently met with Heather to discuss expectations. Her expectations of us and vice versa. This was homework given to us by Lumin.
- Recently met with our new Parks Department employee and new Battalion Chief with SAFER to review benefit paperwork. Processed and filed all the paperwork.
- Completed the 2015 Total Compensation statements for employees and sent to the Administrator for his use with the review process.
- The job ad on the Village's website for the vacant Committee/Commission member has had 98 hits with 3 submitted applications. After talking with the Administrator I am going to post each individual committee job description to the Village's website. These job ads will stay posted on a continuous basis.

- All the newly appointed committee members have been notified to stop at the Municipal Center to get their oath of office signed.
- Lumin recently met with all Staff to review the results of the TKI conflict surveys.
- Scheduled with Group Health the second wellness coaching appointments for employees. These will take place in September. Employees will once again be participating in another wellness challenge to begin on May 25th.
- Completed some onboarding task items for the aquatic center employees. We will once again track all their payroll forms and acknowledgement forms through NEOGOV.

5. PERFORMANCE AND METRICS.

- Nothing at this time.

6. COMMUNITY FEEDBACK

- Nothing at this time.

7. IDENTIFIED NEEDS.

- Nothing at this time.

8. NEW IDEAS & OPPORTUNITIES.

- International Public Management Association for Human Resources (IPMA-HR) Certificate Program– Will be registering both Daniel and myself for this program. This program is public sector focused and competency based. I'm very much looking forward to this program.

9. MISCELLANEOUS COMMENTS / ISSUES.

Village of Weston, Wisconsin
REGULAR MEETING OF THE BOARD OF TRUSTEES
May 16, 2016

MEETING PACKET COVER SHEET
AGENDA ITEM – G.29.



Village of Weston, Wisconsin
Report for the month of April 2016 (and part of early May)
MONTHLY DEPARTMENT REPORT FROM VILLAGE TREASURER

Monthly Department Briefer #2016-04

John Jacobs, Village Treasurer

Friday, May 13th, 2016

1. FOR YOUR IMMEDIATE ATTENTION -- TRUSTEES.

- Discussed the next suggested date for the Finance Committee meeting in May/June 2016 with Administrator Guild during the week of May 9th – 13th, and we reviewed our options. I had a known conflict with the date of Wednesday, May 25th (by attending the Government Finance Officers Association conference during the week of May 22nd – 25th to receive my CPE “continuing professional education” credits to maintain my two certifications for 2015-2016) when the tentative 2016 schedule was proposed by Guild back in January. Then, Guild had suggested the date of Wednesday, June 1st, for the next meeting. However, the Village Board Lumin training is now scheduled for June 1st at that time. So, Guild/Jacobs then suggested Wednesday, June 8th; however, that happens to be DC Everest Senior High School’s graduation date. So, we might need to check to see if we would have quorum for a 6/08 meeting date, in case any of the committee members might be attending the graduation ceremony on that same night. Hopefully, we will have a few meeting date options ready to share with committee members at the Monday, May 16th Village Board meeting.

2. STRATEGIC PLAN PROJECT STATUS.

- 2016 Operating Budget & CIP Budget document was printed for us by Sun Printing was distributed to the Village Board members during April 2016. A copy of the document is sitting on your desk for your reference. All departments have received March 2016 budget status reports (during April), and the April 2016 budget status reports will be distributed to department managers during the week of May 16th – 20th.
- 2016-2020 CIP Budget Document – Jacobs and Guild have discussed the timing of a number of 2016 CIP Budget adjustments that need to be approved by the Finance Committee and Village Board in the coming months. These 2016 budget adjustments will be presented first to the Finance Committee in June/July 2016.
- Continue to discuss with AccuMed about their proposed Customer Portal, to allow Village Staff access into their EMS billing software to generate reports by ourselves for SAFER District, without the week-long wait from their staff in generating these reports. Even though they do not yet have this customer portal activated and operable at this date, they are able to download “longer length documents” into a Dropbox now, without the need for sending documents to us via “pdf”, which can sometimes be too large to send. This feature was usable for reconciling the Intergovernmental Ambulance contracts for the 2015 fiscal year in the past few weeks, prior to the conclusion of the SAFER District 2015 financial audit.
- Finance staff will begin RFP process for Assessment Services for 2017-2019 during 3rd quarter 2016.
- Redefine TIF District Refinancing Strategy – Jacobs is working with Greg Johnson (our financial advisor from Ehlers) on a timetable for the CDA/TIF debt to be refinanced during the 3rd quarter of 2016, after the 2015 financial audit has been completed and published in June 2016. The amount of CDA debt which is eligible

to be refinanced is approximately about \$20 million. Jacobs/Stroik will also be working with JSD representatives and MDROffers on an updated TIF District #1 project plan over the summer months.

- Update General Fund Balance Policy and Create a Fund Balance Policy for the Enterprise Funds (Water, Sewer, and Stormwater Utility Funds) – After the 2015 Village’s financial audit has been completed in June 2016, the Finance Department team will revisit these fund balance policies in mid-2016, prior to the 2017 budget is adopted.
- Online Payment Service Provider – Other Village staff members (Nate/Jared) are investigating technology options for the Village for providing alternative payment choices for our taxpayers/customers. After the investigative team has compiled a list of vendors that provide these services, Jacobs will then discuss these options with the investigative team and forward any recommendation onto the Finance Committee at that time in the coming months. The goal is to have this service available for customers by the end of 2016.

3. BUDGET AND FINANCIAL PLAN STATUS.

- Finance Department Team is working on wrapping up the final 12/31/2015 trial balances for all 3 financial audits of the Village of Weston, Everest Metro, and SAFER District.
 - Week of June 6th – 10th: Scheduled audit fieldwork with CliftonLarsonAllen, for the Village of Weston’s 2015 audit
 - Week of May 31st – June 3rd: Tentative schedule audit fieldwork for Everest Metro and SAFER District’s 2015 audits
 - The 3 worker’s compensation audits were completed in-house on Friday, May 6th, and we are still awaiting the final report results from those audits (as of May 13th), in case there is a substantial balance due for any of the 3 organizations. After we receive those reports, we will record any balance due (or refund due) and then closeout the accounting books for 2015 for all 3 entities.
- Stroik/Jacobs are in the process of preparing the preliminary final 2015 and March/April 2016 individual fund-by-fund budget status reports for the next upcoming Finance Committee meeting. As each fund is reconciled and wrapped up, the individual fund’s “internal” report is prepared and ready for distribution with the next agenda meeting packet.
- Finance Department Team will revisit setting up the “Dashboard” program for all departments accessibility in June, after the 3 financial audits have been completed. The ultimate goal for each department manager to be able to access financial summary and detailed reports at their convenience, with the use of a computer laptop or phone. They would be able to access this data 24/7, without waiting for the Finance Department to run them a report.
- Budget amendment items in the General Fund (coming from the Contingency Reserve) and for the \$1.7 million loan/land acquisition for parkland purposes in the CIP Budget will be presented to the Finance Committee and Village Board in several months, after the total cost estimate for the JSD neighborhood planned development corridor and wage/fringe benefit adjustments have been identified by the third quarter of 2016.

4. EMPLOYEE DEVELOPMENT & ENGAGEMENT.

- Jacobs spends about 1-2 hours – Each week reviewing an internal task priority list with Stroik and Trittin.
- Jacobs has begun holding (beginning in May 2016) monthly Lumin follow-up homework reviews (“Due Outs”) with the Finance Team members, who are participating in the 2016 Lumin training program.

Expectations, Conflicts, and survey results were briefly discussed at the 5/03/2016 016 team review meeting.

- Jacobs spends about ½-hour each day mentoring Stroik and Trittin on tasks that they have been assigned, and answering any questions which they might have.
- The Finance Team began going to lunch one day per month to review other useful pieces of information which would be helpful for Stroik/Trittin to be informed about. The first lunch meeting included a review of what the WGFOA and MTAW conferences would be like for them, which they attended on 4/14-15 and 4/20-22. Jacobs informed them both of this information.
- Stroik attended the 4/14-4/15 Wisconsin Government Finance Officers Association conference in Elkhart Lake. The theme for the conference was Cash Management.
- Stroik/Trittin attended the 4/20-4/22 Municipal Treasurers Association of Wisconsin conference in Appleton. The first day of the conference was an introduction to governmental finance, Wisconsin municipal finance statutes, and TIF Districts.
- Trittin is spending several hours each week with Utility Clerk VanSwol on cross-training for utility customer needs and requests, which is serving the back-up role for VanSwol that was needed in the continual growing utility customer account base at the Village.

5. PERFORMANCE AND METRICS.

- Daily expectations and highest priority duties are getting completed regularly and accurately.
- The Finance Department Team is aware of all deadlines looming ahead on all tasks over the next few weeks up through the end of the 2nd quarter.

6. COMMUNITY FEEDBACK

- Did receive a few positive community feedback comments at the Wausau Area Convention Bureau's Expo event held at the Patriot Center on April 21st, which I had attended.

7. IDENTIFIED NEEDS.

- Jacobs has requested Guild to organize a SAFER administration team meeting in the near future, to discuss capital financing options for all new capital equipment purchases, which Rib Mountain and Weston are solely funding at the present time. Jacobs also would like to address building/contents insurance for the two fire stations, which are presently being covered by Weston (and perhaps Rib Mountain) and SAFER on their own insurance programs for 2015 and 2016. We just need a clearer communication between the Fire Chiefs and administrative staff from the two municipalities as to WHOM is insuring WHAT on their insurance policies, without a duplication of insurance coverage. Finally, Jacobs would like to address the timeliness of invoices being submitted to the Finance Department for processing, as well as the tentative bank account that was being setup at Chase Bank to deposit all ambulance payment checks by Accumed in Michigan, without the delay of time and mail in transporting/depositing the SAFER payments into a SAFER bank account.
- Jacobs did receive all "signed" copies of the 2015 SAFER intergovernmental service contracts with all municipalities during April 2016, in order to wrap-up reconciliation of the 12/31/2015 ambulance service balances due from these communities. However, Jacobs has not yet received all of the "signed" 2016 SAFER intergovernmental service contracts to date.

8. NEW IDEAS & OPPORTUNITIES.

- With the quantity of fees that we are incurring from ADP in processing our payroll for all 3 entities at this time and with the amount of staff time (Village/Metro/SAFER) still involved in processing payroll, Jacobs/Stroik/Weinkauff will conduct a full review of all 2014, 2015, and 2016 ADP fees incurred during the summer of 2016 (prior to the 2017 budget recommendation), to determine if it makes financial sense to continue using ADP for payroll services vs. returning the payroll function back “in-house” in 2017.

9. MISCELLANEOUS COMMENTS / ISSUES.

- Stroik and Trittin continue to be a pleasure to work with in the re-evolving Finance Department in the few short months that we have all been together. We have about 3 weeks before the Village’s financial audit onsite fieldwork will be conducted (week of June 6th), and it will be fun to see how the new team handles the responsibility of getting all (3) trial balances and workpapers completed for the Everest Metro, SAFER, and the Village audits during the remainder of May and first few days of June.
- Stroik and Trittin began the 2016 Lumin training program during the first week of April.

Village of Weston, Wisconsin
REGULAR MEETING OF THE BOARD OF TRUSTEES
May 16, 2016

MEETING PACKET COVER SHEET
AGENDA ITEM – G.31.



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

Village of Weston, Wisconsin
REGULAR MEETING OF THE BOARD OF TRUSTEES
May 16, 2016

MEETING PACKET COVER SHEET
AGENDA ITEM – G.32.



Everest Metro Police Department stats From 4/1/2016 to 4/30/2016

Case Number Stats

	City	Other	Town	Village	Total
Accident Hit and Run	0	0	0	7	7
Accident Iniurv	0	0	0	1	1
Accident Propertv Damaae	7	0	0	20	27
Aaencv Assist	1	0	0	4	5
Animals	0	0	0	1	1
Bail Jumpina	0	0	0	4	4
Buralarv	0	0	0	4	4
CITES MUN	1	0	0	6	7
CITES PRKG	0	0	0	1	1
CITES UTC	32	0	3	126	161
COUNTERFEI	0	0	0	1	1
Criminal Damaae	1	0	0	9	10
DC	0	0	0	4	4
Death Investiaation	2	0	0	3	5
Domestic	2	0	0	7	9
Druas	2	0	0	3	5
EMBEZZLE	0	0	0	1	1
Foraerv	1	0	0	4	5
Fraud	0	0	0	7	7
Lost and Found	3	0	0	2	5
MENTAL COM	2	0	0	4	6
Misc Investiaation	1	0	0	3	4
OWI	0	0	0	4	4
PHY ABU	0	0	0	2	2
Prob/Parole Viol	1	0	0	4	5
Sex Crime	1	0	1	3	5
Stolen Vehicle	1	0	0	0	1
Theft	4	0	0	9	13
TRAF WARN	27	1	4	101	133
TRESPASS	1	0	0	0	1
Uncontrollable Juvi	0	0	0	1	1
UNL TELEPH	0	0	0	1	1
Warrant Arrest	2	0	0	4	6

Noteworthy Cases:

Threats to Distrib Child Promn E2
 Spa Death E3
 Overdose Death E2
 Lewd and Lascivious/51.15 E2
 Fleeing E2

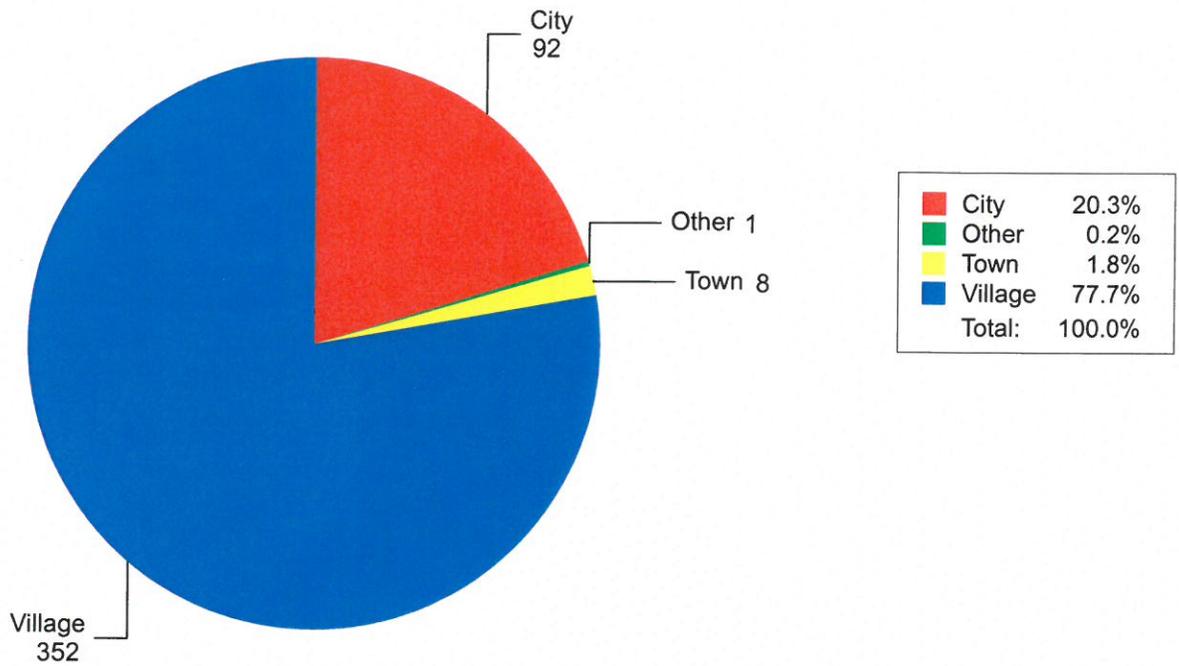
	Total
	19
City	323
Other	34
Town	24
Village	1,075
Total	1,475

Everest Metro Police Department stats From 4/1/2016 to 4/30/2016

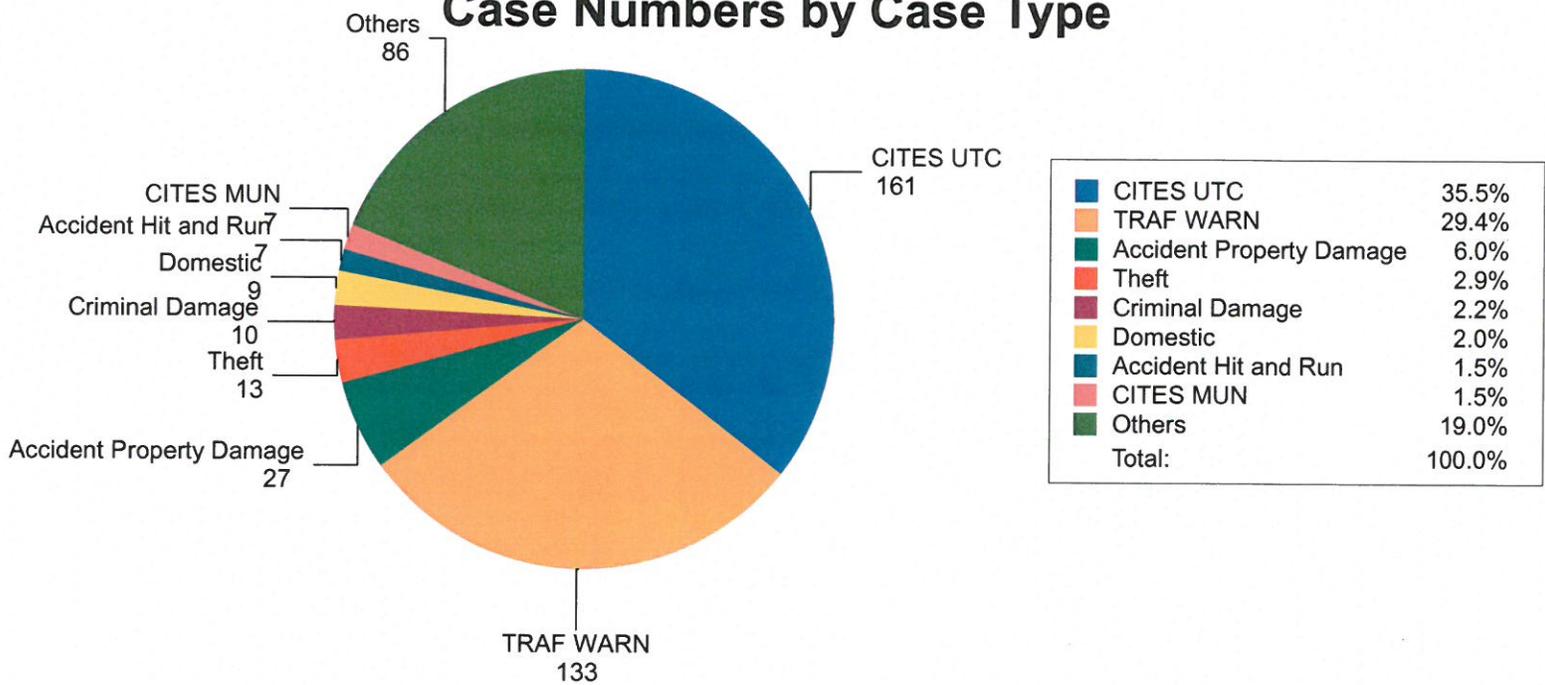
	City	Other	Town	Village	Total
Weapons	0	0	0	1	1
Total	92	1	8	352	453

Everest Metro Police Department stats From 4/1/2016 to 4/30/2016

Case Numbers by Area



Case Numbers by Case Type



EVEREST METRO POLICE DEPARTMENT

VILLAGE OF WESTON – BOARD MEETING May 16, 2016

APRIL 2016 STATS – Village of Weston

Accidents:	28
Property Damage only	20
Injury Accidents	1
Hit & Run Accidents	7
Total Calls for Service:	1,075

Stillwater Landing Trailer Park

April 2016 calls for service – 23* April 2015 – 28 calls

(*See attached Type of Incident Summary Report for detailed call types)

K-9 Donation

EMPD received a check for \$1,000 from Kwik Trip during the grand opening of their new store in the Village of Weston. The donation was for the Everest Metro PD K-9 Program.

Drug Arrest

A 23 year old female was referred on felony charges for Possession of Cocaine with Intent to Deliver after she left a substantial amount of marijuana and cocaine in her room at the Nite Inn.

Lewd & Lascivious Behavior

A 15 year old male was referred on charges of Lewd & Lascivious Behavior and Disorderly Conduct after he exposed himself to a female employee at Classic Cleaners in the City of Schofield.

A 32 year old male was arrested for Lewd & Lascivious Behavior and Disorderly Conduct after he was observed running naked along Camp Phillips Rd in the Village of Weston and was taken into custody in “The Store” parking lot located on Westview Blvd in the Village of Weston.

Death Investigation

Detectives are investigating the death of a 32 year old male in the Village of Weston. This incident is a suspected heroin overdose and is being treated as a potential homicide at this time.

Bike Rodeo

EMPD hosted the annual Everest Area Optimist Bike Rodeo on Saturday, May 7th at the Everest Metro Police Department.

Prostitution Sting

EMPD conducted an undercover prostitution sting on Thursday, May 5th and arrested two subjects. The first was a 31 year old female from Stevens Point who was arrested for Prostitution as well as a Felony Probation Warrant for Dangerous Drugs. The second female was a 22 year old female from Wisconsin Rapids who was arrested for Prostitution.

4311 SCHOFIELD AVENUE

TLR #	DATE OF INCIDENT	TYPE OF INCIDENT	EVENT #
No #	04/14/16	Traffic stop	160044519
No #	04/23/16	Suspicious activity-passenger in vehicle acting strang	160048602
1			
2			
3			
4			
5			
6			
7			
8	04/23/16	Criminal damage to property	160048784
8	04/25/16	Service misc-possible suspect info	160049638
9			
10			
11			
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41			

4311 SCHOFIELD AVENUE

42			
43			
44	04/16/16	Burning brush from clean up - burn ban	160045728
45			
46			
47			
48			
			160040253
			160040254
49	04/04/16	Structure fire - unable to locate anything	160040255
50			
51			
52			
53			
53			
54	04/17/16	Threats-argument-verbal only	160046008
55			
56			
57			
58			
59			
60			
61			
62			
63			
64			
64B			
64C			
65	04/05/16	Suspicious activity	160040620
65	04/08/16	Suspicious activity	160041935
65	04/12/16	Welfare check	160043729
65	04/21/16	Agency assist with follow up	160047832
65	04/21/16	Process Service	160047841
65	04/26/16	Agency assist with follow up	160049956
66			
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4311 SCHOFIELD AVENUE

78			
79			
80			
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82			
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84			
85	04/02/16	welfare check	160039725
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88			
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94			
95			
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105			
106			
107			
108			
109			
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113			
114			
115			
116			
117	04/08/16	Warrant service	160041735
118			
119			
120			
121			
122			

4311 SCHOFIELD AVENUE

123			
124			
125			
126			
127	04/14/16	Medical emergency - 3 calls	160044537 160044538 16004539
127	04/23/16	Medical emergency - 3 calls	160048904 160048905 160048906
128			
129			
130			
131			
132			
133			
134			
135			
136			
137			
138			
139	04/09/16	Vehicle lockout	160042602
140			
141	04/23/16	Medical emergency (3 calls)	160048808 160048809 160048810
142			
143			
144			
145			
146			
147			
148			
149			
150			
151			