

# VILLAGE OF WESTON

## MEETING NOTICE & AGENDA

of a Village Board, Commission, Committee, Agency, Corporation, Quasi-Municipal Corporation, or Sub-unit thereof

Meeting: **JOINT MEETING OF THE VILLAGE PLAN COMMISSION AND JOINT TOWN & VILLAGE OF WESTON EXTRATERRITORIAL ZONING COMMITTEE**

Members:

*Plan Commission* Loren White (CHAIR); Fred Schuster (Vice-chair); Dave Diesen; Mike Stenstrom; Hooshang Zeyghami; Tina Kollmansberger; and Marty Johnson

*Joint Town & Village Extraterritorial Zoning Committee* Milton Olson (T)(CHAIR); Mark Hull (T); Randy Christiansen (T); Mike Stenstrom (V); Dave Diesen (V)(Vice-chair); and Tina Kollmansberger (V)

Location: **Weston Municipal Center (5500 Schofield Ave) – Board Room**

Date/Time: **Monday, September 14, 2015, at 6:00 p.m.**

### AGENDA ITEMS FOR CONSIDERATION (All items listed may be action upon)

1. **Call to Order of Plan Commission by Chairman White.**
2. **Approve the Minutes of the August 10, 2015, Plan Commission Meeting.**
3. **Call to Order of Joint Town and Village of Weston Extraterritorial Territorial Zoning (ETZ) Committee by Chairman Olson.**
4. **General Comments from the Public on items on the agenda.**
5. **Public Hearing on ETZ-REZN-8-15-1530 Jason Maki, 6007 Municipal Street, Weston, requesting a rezone from RR-2 (Rural Residential-2 Acre) to AR (Agricultural and Residential) on a 2.190 acre vacant parcel, located directly along the west side of 10316 River Road (PIN 082-2808-134-0994). This 2.190 acre parcel is proposed to be combined with two adjacent lots to the north, under the same ownership, which are zoned AR.**
6. **Discussion and Action by ETZ Committee on Director's recommendation to approve rezone request ETZ-REZN-8-15-1530 (Maki) per the specifications, conditions and limitations of the submitted staff report, and forward to the Board of Trustees for their consideration and approval of the rezone request by Ordinance No. 15-017.**
7. **Adjournment of the Joint Town & Village Extraterritorial Zoning Committee.**
8. **Discussion and Action by Plan Commission on Public Works Director's recommendation to approve the Development Agreement with Denyon Homes for the Ridgeview Subdivision.**
9. **Public Hearing on REZN-8-15-1527 Reedy Builders, 5907 Shorey Avenue, Weston, requesting a rezone from RR-2 (Rural Residential-2 Acre) to SF-L (Single Family Residential-Large Lot) on properties described as Lot 1 and Lot 2 of proposed certified survey map drawn up by Vreeland Associates, Inc., dividing property currently addressed as 5907 Shorey Avenue (PIN 192-2808-342-0985). Proposed Lot 1 consists of 1.823 acres, and proposed Lot 2 consists of 1.732 acres.**
10. **Discussion and Action by Plan Commission on Public Works Director's recommendation to approve the Development Agreement with Reedy Builders, LLC for the Construction of Anastasia Drive.**
11. **Discussion and Action by Plan Commission on Director's recommendation to approve Certified Survey Map RCSM-5-15-1512 (Reedy) per the specifications, conditions and limitations of the submitted staff report, and forward to the Board of Trustees for their consideration and approval.**
12. **Discussion and Action by Plan Commission on Director's recommendation to approve rezone request REZN-8-15-1527 (Reedy) per the specifications, conditions and limitations of the submitted staff report, and forward to the Board of Trustees for their consideration and approval of the rezone request by Ordinance No. 15-020.**

13. **Public Hearing on REZN-8-15-1531 Thomas and Joyce Skare, 3700 Mount View Avenue #311, Weston, requesting a rezone from MF (Multiple Family Residential) to INT (Institutional) for a proposed independent senior living facility on property described as (PIN 192-2808-174-0881) Parcel 1 of CSM #15329, Vol. 69, Pg. 71, Doc. #1521730. This parcel is on Sternberg Avenue, located directly north of 3700 Mount View Avenue, and consists of 1.752 acres.**
14. **Discussion and Action by Plan Commission on Director's recommendation to approve rezone request REZN-8-15-1531 (Skare) per the specifications, conditions and limitations of the submitted staff report, and forward to the Board of Trustees for their consideration and approval of the rezone request by Ordinance No. 15-018.**
15. **Public Hearing on CU-8-15-1533 Matthew Bayer, M & S LLP, R1526 Lodholz Road, Ringle, requesting to amend their existing conditional use permit, on property addressed as 9902 Weston Avenue (Country Fresh Meats) (PIN 192-2808-244-0996), to include property addressed as 9908 Weston Avenue (PIN 192-2808-244-0997), as the owner is proposing to combine the two parcels into one, in order to expand the existing business.**
16. **Discussion and Action by Plan Commission on Director's recommendation to approve the Conditional Use Permit CU-8-15-1533 (Bayer/Country Fresh Meats) per the specifications, conditions and limitations of the submitted staff report.**
17. **Discussion and Action by Plan Commission on Director's recommendation to approve Certified Survey Map CCSM-9-15-1541 (Bayer/Country Fresh Meats) per the specifications, conditions and limitations of the submitted staff report, and forward to the Board of Trustees for their consideration and approval.**
18. **REZN-8-15-1538 William and Mary Lewis, 9309 Camp Phillips Road, Weston, requesting to rezone parcels being reconfigured to allow for zoning map corrections. The parcels being rezoned and reconfigured are described as Lots 1, 2, 3, and Outlot 1 of proposed certified survey map drawn up by Riverside Land Surveying, LLC. The parcels involved are primarily addressed as 9309 Camp Phillips Road consisting of 24.410 acres (PIN 192-2808-321-0987) and 9303 Camp Phillips Road consisting of 8.850 acres (192-2808-321-0988). The proposed Lot 2 is proposed to be zoned to LI (Limited Industrial) and proposed Lots 1, 3 and Outlot 1 are proposed to be zoned to RR-2 (Rural Residential-2 Acre)**
19. **Discussion and Action by Plan Commission on Director's recommendation to approve rezone request REZN-8-15-1538 (Lewis) per the specifications, conditions and limitations of the submitted staff report, and forward to the Board of Trustees for their consideration and approval of the rezone request by Ordinance No. 15-019.**
20. **Discussion and Review of Comprehensive Plan Draft Chapters**
  - A. Chapter 2 Community Vision
    - a) Community Vision Graphic
  - B. Chapter 4 Camp Phillips Road Corridor
  - C. Chapter 6 Housing and Neighborhoods
  - D. Chapter 7 Natural, Agricultural and Cultural Resources
  - E. Chapter 10 Community Facilities and Utilities
  - F. Chapter 11 Transportation
    - a) Official Map – Map 11-1: Future Transportation (Official) Map
21. **Reports from Public Works Director**
22. **Report from Administrator**
23. **Report from Planning and Development Director/Zoning Administrator.**
  - A. Update on Behive Software System Implementation
  - B. **August 2015 Issued Building Permits**
  - C. **August 2015 Code Violations Issued**
  - D. Staff report on staff-approved site plans, CSM's, sign permits, commercial zoning permits, certificate of occupancy permits, and other issues:
    - a) **CSIT-7-15-1525 Precision Body and Frame, 1509 Post Avenue – Minor Paving Plan**
    - b) **CSIT-8-15-1536 ADC Custom Products, 7102 Zinser Street – Parking Lot and Driveway Addition**
    - c) **CCSM-8-15-1532 Mitch King, 5405 E. Jelinek Avenue – Combining Two Lots**
    - d) **RCSM-8-15-1539 Mary Sulzer, 5706 & 5708 Connie Lane – Creating Zero Lot Lines for Condo**

- e) SIGN-6-15-6051 SIGN-7-15-5082 SIGN-8-15-6182 St Agnes Parish, 6101 Zinser Street – New Signs
- f) SIGN-8-15-6150, 6151, 6152 Auto Select, 3103 Schofield Avenue – New Signs
- g) SIGN-8-15-6176 Playful Paws, LLC, 7701 Schofield Avenue – New Sign
- h) SIGN-8-15-6187 ADC Custom Products, 7102 Zinser Street – New Sign
- i) SIGN-8-15-6205 Mystic’s, LLC, 5906 Hilgemann Street – New Sign
- j) SIGN-8-15-6209, 6212 Webster’s Ultimate Performance, 5503 Schofield Avenue – New Sign
- k) ZONE-8-15-6220 Foundation Finance, 7802 Meadow Rock Drive – New Business
- l) ZONE-9-15-6232 Worzalla Publishing Co., 5506 Sternberg Avenue – New Business
- m) TCO-1107 Mystic’s, LLC, 5906 Hilgemann Street – New Business (temp. approval)
- n) CO-1103 Webster’s Ultimate Performance, 5503 Schofield Avenue – New Business
- o) CO-1105 Playful Paws, LLC, 7701 Schofield Avenue – New Business
- P) CO-1106 / ZONE-9-15-6233 Seliger Capital, LLC, 3208 Ross Avenue – New Owner of Apartment

24. **Remarks from Plan Commissioners (No actions will be taken as a result of this agenda item).**

25. **Set next meeting date, and discuss items to be included for next Plan Commission agenda: Monday, October 12, 2015, 6:00 p.m.**

26. **Adjourn.**

**This notice was posted at the Municipal Center and sent to the local media outlets on Friday, September 11, 2015, at 3:00 p.m.**

Questions regarding this agenda may be directed to the Planning and Development Department at (715) 359-6114 or [PlanDevDept@westonwi.gov](mailto:PlanDevDept@westonwi.gov).

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids & services. For information or to request this service, contact the Village Clerk at (715) 359-6114.

**Meeting of the: VILLAGE PLAN COMMISSION**  
**Members:**

*Plan Commission* Loren White (Chair); Fred Schuster (Vice-Chair); Dave Diesen; Mike Stenstrom; Hooshang Zeyghami; Tina Kollmansberger; and Marty Johnson

**Location:** Weston Municipal Center (5500 Schofield Ave) – Board Room

**Date/Time:** **Monday, August 10, 2015 @ 6:00 P.M.**

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**MINUTES**

**1. Call to Order of Plan Commission by Chairman White**

White called the meeting to order at 6:05 p.m. Members present were: White, Schuster, Diesen, Stenstrom, Johnson, Kollmansberger, and Zeyghami. Staff Present: Director of Planning & Development, Higgins, Director of Public Works, Donner, Building Inspector, Tatro, Assistant Planner, Wehner, SAFER Fire Inspector Christiansen and Recording Secretary, Parker. There were 2 audience members present.

**2. General Comments from the Public on items on the agenda.**

None.

**3. Approve the Minutes of the July 13, 2015, Plan Meeting.**

***\*M/S/P Schuster/Diesen: to approve the Minutes of the July 13, 2015, Plan Commission Meeting.***

**4. Update on CU-6-15-1518, A & M Investors, LLC, and Crystal Finishing Systems, requesting a Conditional Use Permit to allow the outside storage of semi-trailers on properties zoned as B-3 with D-Commercial Overlay, addressed as 2915 Schofield Avenue and 2901 Schofield Avenue. – Decision Appealed to Village Board and granted on 08/03/15.**

Higgins explained how Plan Commission granted the conditional use permit in July, with conditions. Sliwicki's and Morice requested an appeal to the Village Board for an exception on the requirement to upgrade the screening along the backside of their fence, as the work on that particular section would require removal of some trees or vegetation on the neighbor's property. She explained all the neighbors showed their support in the special exception/appeal request. Village Board granted the appeal and only required the screening on all sides of their fence, less the backside. She explained staff was okay with this request.

**5. Acknowledge PIC and Village Board approved Infrastructure Plans for proposed Anastasia Drive.**

***\*M/S Schuster/Diesen: to acknowledge the PIC and Village Board approved Infrastructure Plans for proposed Anastasia Drive. Q: Higgins explained that next month this CSM will come before the Plan Commission, and the Village Board will take action on accepting the street. Motion carried.***

**6. Discussion and action on Director's recommendation to deny the request from Lamar Advertising to Purchase the outlot at 8702 Progress Way (Business Park South).**

Rich Reinart, Real Estate Manager, of Lamar of Central Wisconsin, and Bill Mitchell, General Manager, of Lamar Advertising, were present.

Higgins brought this discussion up and stated there has been a difference of opinion in committees and staff. She stated Finance recently denied the sale of the property. She explained there is a 15-year lease for sign to remain on the property. Lamar is asking to purchase the property for \$75,000. CDA had a tie vote, 3 voted to sell the property to Lamar for a larger sale price, and the other 3 voted against selling. PC is now being asked to give their recommendation. She explained the Village Attorney is not in favor, due to losing control of the sign in future. She explained Lamar is doing this with all of the properties their signs are on.

Schuster commented if we sell, we lose most control on what happens. Higgins stated this is currently a legal-nonconforming use, but can remain as long as the lease is active. Higgins felt this request should have come before Plan Commission, prior to Finance and CDA.

***\*M/S Schuster/Diesen: to recommend to deny the request from Lamar Advertising to Purchase the outlot at 8702 Progress Way (Business Park Soutg). Q: Reinart explained how most of the landowners are private. Mitchell stated if they are not able to purchase the land, they would like to renew the lease when it comes due. He also commented that if they were able to buy, they would still offer space to the Village for advertising. Motion carried.***

**7. Discussion and action on Director's recommendation to approve Fieldcrest Subdivision Stormwater Easement Area Agreement.**

**8. Discussion and action on Director's recommendation to approve Fieldcrest Subdivision Stormwater Easement Area – Partial Release.**

Higgins recommended the discussion for #7 and #8 (relating to Fieldcrest) be discussed together. Higgins explained the history of this subdivision. It was explained how a 35' stormwater easement document is needed for this subdivision, however, staff feels 35' is somewhat excessive and so the second document allows us to "correct" the first to reduce the easement from 35' to 25'.

Higgins explained this is a recommendation to the Board, though Attorney Yde is still reviewing these documents.

***\*M/S/P Zeyghami/Stenstrom: to recommend approval of the Fieldcrest Subdivision Stormwater Easement Area Agreement, based on staff recommendations and legal review.***

***\*M/S/P Johnson/Zeyghami: to recommend approval of the Fieldcrest Subdivision Stormwater Easement Area – Partial Release, based on staff recommendations and legal review.***

## **9. Discussion and Review of Comprehensive Plan Draft Chapters.**

### **A. Chapter 2 Community Vision**

#### **a) Community Vision Graphic**

### **B. Chapter 4 Camp Phillips Road Corridor**

### **C. Chapter 6 Housing and Neighborhoods**

### **D. Chapter 7 Natural, Agricultural and Cultural Resources**

### **E. Chapter 10 Community Facilities and Utilities**

### **F. Chapter 11 Transportation**

#### **(a) Official Map – Map 11-1: Future Transportation (Official) Map**

Higgins handed out the sections of these Comprehensive Plan chapters. She would like PC to review these over the next month and get back to her with their feedback. She stated how in the fall we want to start releasing these documents to the public. Camp Phillips Road Corridor will be the next major chapter we want to complete. We will have another informational meeting for this plan, but wanted to get PC thoughts first before it is finalized and released to the public.

Diesen commented he would like to see the Camp Phillips Road Corridor to all be completed at one time, not in pieces, to prevent people from piecemealing their developments.

Schuster explained the Planning and Development firm that is being hired to complete a neighborhood plan for the area.

There was discussion on the size of the Hoffman's for sale sign, and there was discussion on their advertising their property as commercial.

Higgins noted with Chapter 11, there is a proposed future transportation map. This map will also be adopted as the Village's Official Map through a public hearing process. Currently the Village does not have an adopted Official Map.

White questioned public services expected in large developments, and asked about possible impact fees. Higgins stated Yde is looking into impact fees. White stated these could be similar to parkland dedication fees.

The members agreed that they will review the documents and be ready to discuss at the September meeting.

## **10. Reports from Public Works Director**

Donner explained how PIC and VB both approved the plans for Ridgeview Subdivision, with the road connection from the subdivision to E. Everest Avenue. He stated the neighbors are still lobbying to the preserve cul-de-sac. It was approved that the Village will pay for all costs (outside of the subdivision) to make this connection. A Developer's Agreement for this project will go before the Village Board in September.

Donner brought up Anastasia Drive (previously Carisbrooke Drive). A CSM with road right-of-way dedication will come before PC in September.

Preliminary discussions have been had with Lewis Construction for their property at Shorey Avenue, where they have a multi-parcel property to reconfigure and to service with public sewer and water. Additional easement for connections to utilities are being discussed.

White questioned future plans for connecting cul-de-sacs. Donner stated we would like to do a survey to see what is sitting out there. We'll be taking advantage of those situations when development occurs. Higgins pointed out the potential future access out for Anastasia Drive.

**11. Report from Administrator**

None.

**12. Report from Planning and Development Director/Zoning Administrator**

**A. July 2015 Issued Building Permits**

**B. July 2015 Code Violations Issued**

**C. Staff report on staff-approved site plans, CSM's, sign permits, commercial zoning permits, certificate of occupancy permits, and other issues.**

Higgins explained this lists the project approvals staff has completed over the past month. She explained the public hearings and site plan projects that could be coming before the Plan Commission over the next few meetings.

She announced CDA's recommendation to approve hiring of a consultant to complete a neighborhood plan of the SE quadrant (310 acres) and traffic impact analysis, in conjunction with the Camp Phillips Corridor Plan.

**13. Remarks from Plan Commissioners.**

None.

**14. Set next meeting date, and discuss items to be included for next Plan Commission agenda: Monday, September 14, 2015, 6:00 p.m.**

**15. Adjourn**

*\*M/S/P Diesen/Stenstrom: to adjourn at 6:55 p.m.*

Respectfully,

*Valerie Parker*

**Valerie Parker,  
Recording Secretary**

**Village of Weston, Wisconsin  
AGENDA ITEM COVERSHEET  
Requested for Official Consideration and Review from Extraterritorial Zoning Committee**

**REQUEST FROM:** JARED WEHNER, ASSISTANT PLANNER

**ITEM DESCRIPTION:** REZONE ETZ-REZN-8-15-1530 JASON MAKI

**DATE/MTG:** PLAN COMMISSION, MONDAY JULY 13, 2015

**REQUESTED ACTION:** Applicant would like rezone approved.

**POLICY QUESTION:** Should the Plan Commission recommend approval of the rezone request and forward it on to the Village Board for their final consideration and approval?

**RECOMMENDATION:** I make a motion to endorse approval, and recommend to the Village Board of Trustees the property be rezoned to AR – Agriculture and Residential.

**APPLICANT:** Jason Maki, 6007 Municipal Street, Weston, WI 54476

**PROPERTY OWNER:** Jason Maki, 6007 Municipal Street, Weston, WI 54476

**PROPERTY DESCRIPTION:** Metes and bounds description filed with the Register of Deeds of Marathon County, Wisconsin; described that part lying north of River Road excluding Certified Survey Map Volume 6 Page 7 (#1326), excluding Certified Survey Map Volume 11 Page 209 (#3099) and excluding Certified Survey Map Volume 18 Page 261 (#5093); part of the southeast ¼ of the southeast ¼ of Section 13 T28N R8E, Town of Weston, Marathon County, Wisconsin.

**ZONING:** Current: RR-2 – Rural Residential-2 Acre; Proposed: AR – Agriculture and Residential

**SURROUNDING LAND USES:** Agriculture and rural, large lot single family residential

**CRITERIA FOR REVIEW:**

Section 207-6	Meets Criteria?	Notes
1. All standards of this chapter and other village regulations are met.	Yes	The lot proposed for rezone will be combined with a larger lot to meet the 20-acre minimum, as well as the other standards defined in Figure 5.01(1) and 5.01(2).
2. Adequate public facilities and utilities are provided.	N/A	The property is not within the Village's municipal water and sanitary service areas. No development is being proposed.
3. Adequate stormwater and erosion control measures.	N/A	A driveway is proposed for access to the property. No major development of the property is being proposed at this time.



**VILLAGE OF WESTON  
NOTICE OF PUBLIC HEARINGS**

**NOTICE IS HEREBY GIVEN** that a public hearing will be held before the Village of Weston Plan Commission and Joint Town & Village of Weston Extraterritorial Zoning Committee, on **Monday, September 14, 2015, at 6:00 p.m.**, at the Weston Municipal Center, 5500 Schofield Avenue, Weston, WI 54476 to take testimony relative to the following:

**ETZ-REZN-8-15-1530 Jason Maki, 6007 Municipal Street, Weston, requesting a rezone from RR-2 (Rural Residential-2 Acre) to AR (Agricultural and Residential) on a 2.190 acre vacant parcel, located directly along the west side of 10316 River Road (PIN 082-2808-134-0994). This 2.190 acre parcel is proposed to be combined with two adjacent lots to the north, under the same ownership, which are zoned AR.**

REZN-8-15-1527 Reedy Builders, 5907 Shorey Avenue, Weston, requesting a rezone from RR-2 (Rural Residential-2 Acre) to SF-L (Single Family Residential-Large Lot) on properties described as Lot 1 and Lot 2 of proposed certified survey map drawn up by Vreeland Associates, Inc., dividing property currently addressed as 5907 Shorey Avenue (PIN 192-2808-342-0985). Proposed Lot 1 consists of 1.823 acres, and proposed Lot 2 consists of 1.732 acres.

REZN-8-15-1531 Thomas and Joyce Skare, 3700 Mount View Avenue #311, Weston, on behalf of owner Janet Barwick, 1024 London Street, Menasha, WI 54952, requesting a rezone from MF (Multiple Family Residential) to INT (Institutional) for a proposed independent senior living facility on property described as (PIN 192-2808-174-0881) Parcel 1 of CSM #15329, Vol. 69, Pg. 71, Doc. #1521730. This parcel is on Sternberg Avenue, located directly north of 3700 Mount View Avenue, and consists of 1.752 acres.

CU-8-15-1533 Matthew Bayer, M & S LLP, R1526 Lodholz Road, Ringle, requesting to amend their existing conditional use permit, on property addressed as 9902 Weston Avenue (PIN 192-2808-244-0996), to include property addressed as 9908 Weston Avenue (PIN 192-2808-244-0997), as the owner is proposing to combine the two parcels into one, in order to expand the existing business.

REZN-8-15-1538 William and Mary Lewis, 9309 Camp Phillips Road, Weston, requesting to rezone parcels being reconfigured to allow for zoning map corrections. The parcels being rezoned and reconfigured are described as Lots 1, 2, 3, and Outlot 1 of proposed certified survey map drawn up by Riverside Land Surveying, LLC. The parcels involved are primarily addressed as 9309 Camp Phillips Road consisting of 24.410 acres (PIN 192-2808-321-0987) and 9303 Camp Phillips Road consisting of 8.850 acres (192-2808-321-0988). The proposed Lots 2 and 3 are proposed to be zoned to LI (Limited Industrial) and proposed Lot 1 and Outlot 1 are proposed to be zoned to RR-2 (Rural Residential-2 Acre).

The hearing notice and applicable application materials are available on the Village of Weston website located at <http://westonwi.gov/421/Public-Hearing-Notices>.

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

Dated this 27th day of August, 2015

Valerie Parker  
Plan Commission Secretary



2. Does the rezoning further the purpose and intent of this Chapter?

**Yes, part of the intent of the AR- Agriculture and Residential district is “to preserve open space lands until ripe for non-agricultural development.”**

3. Does rezoning address any of the following that are not properly addressed on the current Official Zoning Map?

**No, this rezone is not addressing any mapping error, new or changed factors or growth patterns.**

4. Does the proposed zoning district maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property?

**Yes, this is open space land and is intended future land use in this part of the Town/ETZ area is intended for low density residential development on private on-site wastewater treatment systems.**

**BACKGROUND INFORMATION:**

Jason Maki, owner of the parcel and the neighboring northern parcel is looking to install a driveway to access the northern parcel. In the present state of the lots, a cross access easement agreement would be required to be filed with the Marathon County Register of Deeds even though both lots are owned by the same owner. By rezoning this parcel, the owner is able to combine the parcels via a certified survey map to make a new conforming parcel instead of creating a cross access easement agreement making development of the land cleaner and easier in the future.

**CURRENT PROPERTY CONDITIONS:**

Presently, the property is vacant and undeveloped.

**EXTRATERRITORIAL ZONING COMMITTEE ACTION OPTIONS:**

- 1) **ETZ Committee approves the rezone, which allows the parcels to be combined.**
  
- 2) **ETZ Committee denies the rezone, which prevents the parcels to be combined.**



**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN**

**ORDINANCE NO. 15-017**

**AN ORDINANCE TO APPROVE THE REZONING OF LAND FROM RR-2 – RURAL RESIDENTIAL-2 ACRE DISTRICT TO AR – AGRICULTURE AND RESIDENTIAL DISTRICT; 2.69 ACRES AT PARCEL DESCRIBED AS THAT PART LYING NORTH OF RIVER ROAD EXCLUDING CERTIFIED SURVEY MAP VOLUME 6 PAGE 7 (#1326), EXCLUDING CERTIFIED SURVEY MAP VOLUME 11 PAGE 209 (#3099) AND EXCLUDING CERTIFIED SURVEY MAP VOLUME 18 PAGE 261 (#5093); PART OF THE SOUTHEAST ¼ OF THE SOUTHEAST ¼ OF SECTION 13 T28N R8E, TOWN OF WESTON, MARATHON COUNTY, WISCONSIN.**

WHEREAS, the Extraterritorial Zoning Committee of the Village of Weston having held a public hearing on the 14<sup>th</sup> day of September 2015, on the application described below for the zoning of the property described herein; and

WHEREAS, the Extraterritorial Zoning Committee having thereafter filed its written recommendations and findings with the Village Board, and the said Board having received and approved the recommendation of said Committee;

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

**SECTION 1:** On the application (ETZ-REZN-8-15-1530) of property owner Jason Maki, 6007 Municipal Street, Weston, for the following territory now comprising a part of the RR-2 – Rural Residential 2-Acre zoning district, located in Section 13, Township 28 North, Range 8 East, Town of Weston, Marathon County, Wisconsin, is hereby designated to be and become hereafter part of the following zoning district:

**AR – Agriculture and Residential** - described that part lying north of River Road excluding Certified Survey Map Volume 6 Page 7 (#1326), excluding Certified Survey Map Volume 11 Page 209 (#3099) and excluding Certified Survey Map Volume 18 Page 261 (#5093); part of the southeast ¼ of the southeast ¼ of Section 13 T28N R8E, Town of Weston, Marathon County, Wisconsin. The area to be rezoned consists of 2.69 acres.

**SECTION 2:** The Clerk shall make necessary alterations upon the official map of the Village of Weston to reflect the changes in the zoning classifications of the property described herein.

**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 21<sup>st</sup> day of September, 2015

VILLAGE BOARD OF WESTON

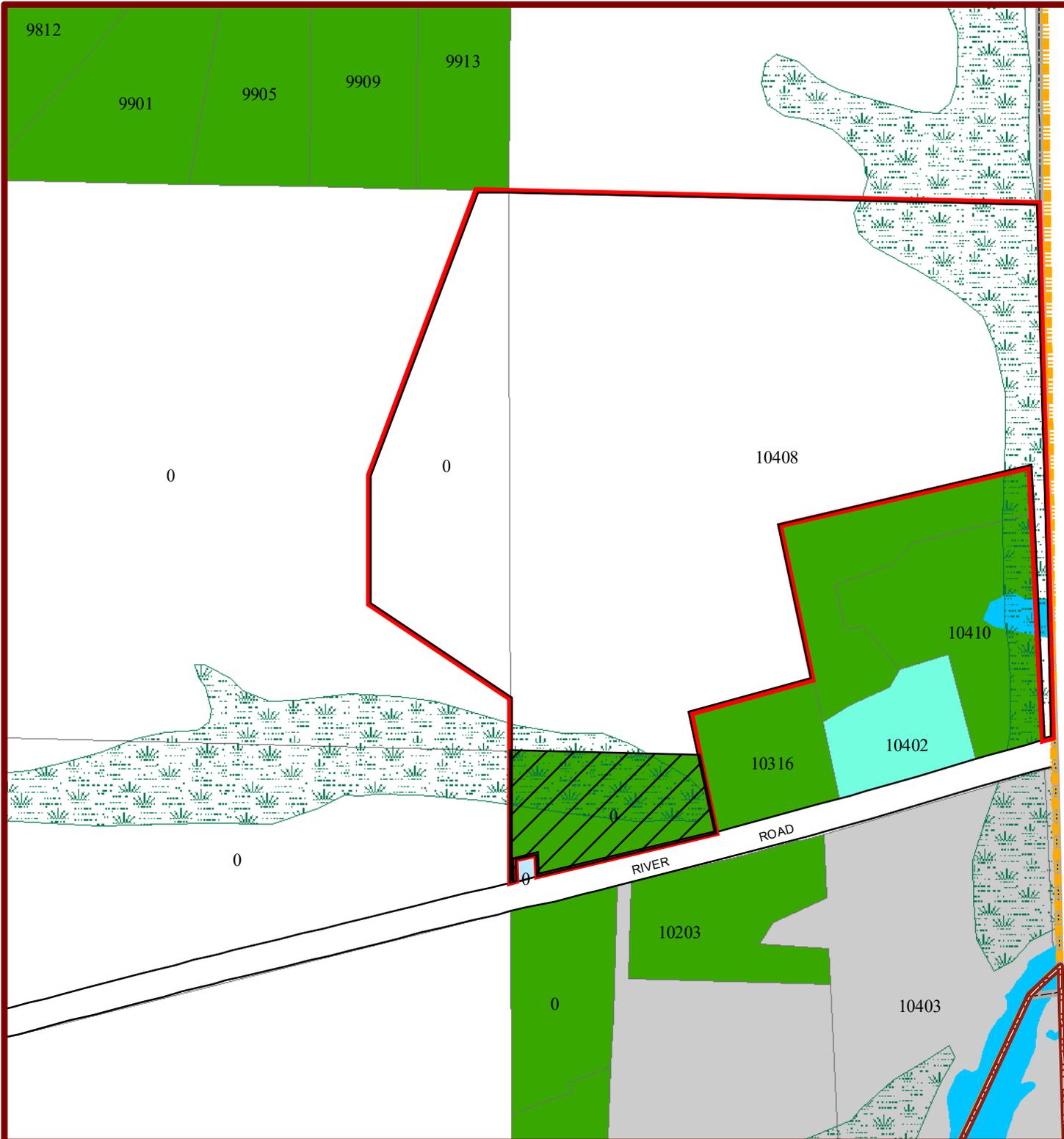
By: \_\_\_\_\_  
Barbara Ermeling, its President

Attest: \_\_\_\_\_  
Sherry Weinkauf, Village Clerk

APPROVED: \_\_\_\_\_

PUBLISHED: \_\_\_\_\_

DRAFT



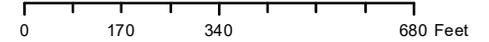
# Village of Weston - ETZ Official Zoning Map



## Maki Rezone and CSM

Map Date: 09/01/2015

Created by the Village of Weston  
Technical Services Department



### Legend

- Maki - ETZ Rezone
- Maki - CSM
- Village of Weston
- Extraterritorial Zoning
- Town of Weston
- Parcel Boundary
- ROW
- Wetlands
- Surface Water

### Zoning District Designations

- AR - Agriculture and Residential
- PR - Parks and Recreation
- RR-2 - Rural Residential-2 Acre
- RR-5 - Rural Residential-5 Acre
- SF-L - Single Family Residential-Large Lot
- SF-S - Single Family Residential-Small Lot
- 2F - Two Family Residential
- MF - Multiple Family Residential
- MH - Manufactured Home
- INT - Institutional
- B-1 - Neighborhood Business
- B-2 - Highway Business
- B-3 - General Business
- BP - Business Park
- LI - Limited Industrial
- GI - General Industrial

9812

9901

9905

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10410

10316

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10403

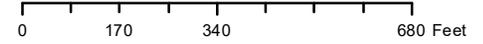
# Village of Weston - ETZ Future Land Use Map



## Maki Rezone and CSM

Map Date: 09/01/2015

Created by the Village of Weston  
Technical Services Department



### Legend

Maki - ETZ Rezone

Maki - CSM

Village of Weston

Extraterritorial Zoning

Town of Weston

Parcel Boundary

ROW

Wetlands

Surface Water

### Future Land Use Designations

Single Family Residential - Unsewered

Single Family Residential - Sewered

Two Family Residential

Multiple Family Residential

Planned Neighborhood

Commercial

Business/Office Park

Mixed Use

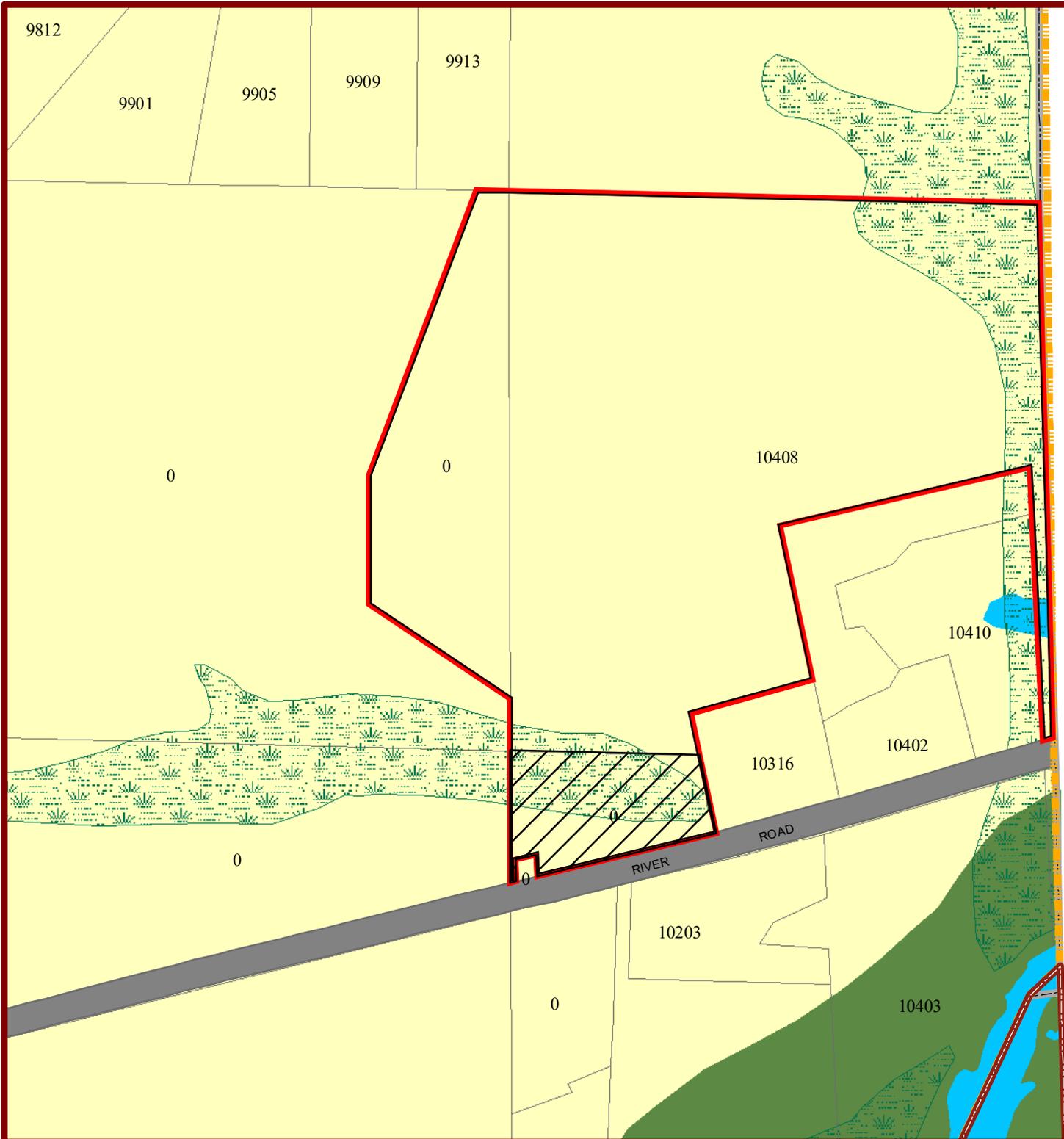
Industrial

Institutional

Parks and Recreation

Agriculture

Environmental Corridor



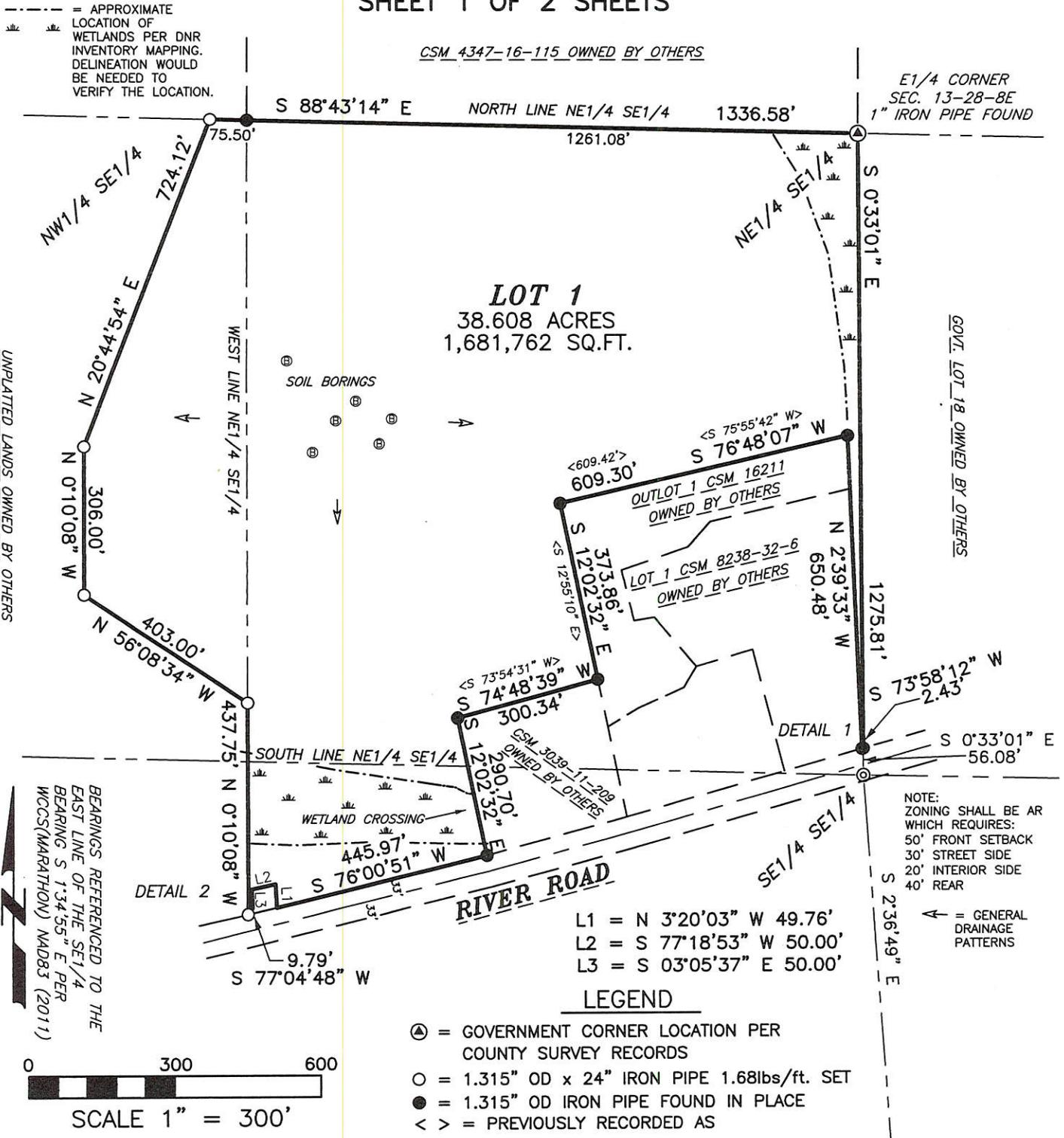
# CERTIFIED SURVEY MAP

MARATHON COUNTY NO. \_\_\_\_\_ VOL. \_\_\_\_\_ PAGE \_\_\_\_\_

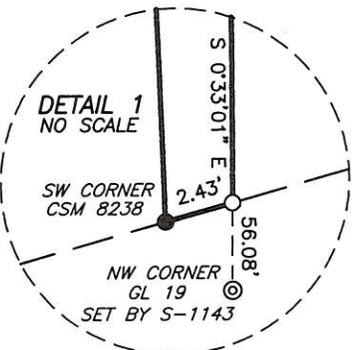
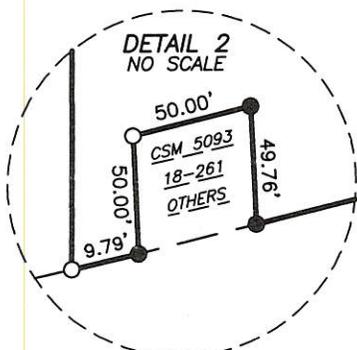
PART OF THE NE1/4 SE1/4, NW1/4 SE1/4 AND SE1/4 SE1/4 OF SECTION 13,  
TOWNSHIP 28 NORTH, RANGE 8 EAST, TOWN OF WESTON, MARATHON COUNTY, WISCONSIN.

<b>VREELAND ASSOCIATES, INC.</b> 6103 DAWN STREET WESTON, WI. 54476 PH (715) 241-0947 OR TOLL FREE (866) 693-3979 FAX (715) 241-9826 tim@vreelandassociates.us	PREPARED FOR: <h2 style="margin: 0;">JASON MAKI</h2>
FILE #: S-206 MAKI WL'S	DRAFTED BY: TIMOTHY G. VREELAND
DRAWN BY: TIMOTHY G. VREELAND	

## SHEET 1 OF 2 SHEETS



7-28-2015



SE CORNER SEC. 13-28-8E STONE FOUND

# CERTIFIED SURVEY MAP

MARATHON COUNTY NO. \_\_\_\_\_ VOL. \_\_\_\_\_ PAGE \_\_\_\_\_

PART OF THE NE1/4 SE1/4, NW1/4 SE1/4 AND SE1/4 SE1/4 OF SECTION 13,  
TOWNSHIP 28 NORTH, RANGE 8 EAST, TOWN OF WESTON, MARATHON COUNTY, WISCONSIN.

SHEET 2 OF 2 SHEETS

## SURVEYORS CERTIFICATE

I, TIMOTHY G. VREELAND, PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT AT THE DIRECTION OF JASON MAKI, I SURVEYED, MAPPED AND COMBINED THAT PART OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER, NORTHWEST QUARTER OF THE SOUTHEAST QUARTER AND SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 13, TOWNSHIP 28 NORTH, RANGE 8 EAST, TOWN OF WESTON, MARATHON COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS:

BEGINNING AT THE EAST QUARTER CORNER OF SAID SECTION 13; THENCE S 0°33'01" E 1275.81 FEET TO THE NORTH LINE OF RIVER ROAD; THENCE S 73°58'12" W ALONG THE NORTH LINE OF RIVER ROAD 2.43 FEET; THENCE N 2°39'33" W ALONG THE EAST LINE OF CERTIFIED SURVEY MAP NUMBER'S 16211 AND 8238 650.48 FEET; THENCE S 76°48'07" W ALONG THE NORTH LINE OF CERTIFIED SURVEY MAP NUMBER 16211 609.30 FEET; THENCE S 12°02'32" E ALONG THE WEST LINE OF CERTIFIED SURVEY MAP NUMBER 16211 373.86 FEET; THENCE S 74°48'39" W ALONG THE NORTH LINE OF CERTIFIED SURVEY MAP NUMBER 3039 300.34 FEET; THENCE S 12°02'32" E ALONG THE WEST LINE OF CERTIFIED SURVEY MAP NUMBER 3039 290.70 FEET TO THE NORTH LINE OF RIVER ROAD; THENCE S 76°00'51" W ALONG THE NORTH LINE OF RIVER ROAD 445.97 FEET; THENCE N 3°20'03" W ALONG THE EAST LINE OF CERTIFIED SURVEY MAP NUMBER 5093 49.76 FEET; THENCE S 77°18'53" W ALONG THE NORTH LINE OF CERTIFIED SURVEY MAP NUMBER 5093 50.00 FEET; THENCE S 3°05'37" E ALONG THE WEST LINE OF CERTIFIED SURVEY MAP NUMBER 5093 50.00 FEET TO THE NORTH LINE OF RIVER ROAD; THENCE S 77°04'48" W ALONG THE NORTH LINE OF RIVER ROAD 9.79 FEET; THENCE N 0°10'08" W ALONG THE WEST LINE OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER 437.75 FEET; THENCE N 56°08'34" W 403.00 FEET; THENCE N 0°10'08" W 306.00 FEET; THENCE N 20°44'54" E 724.12 FEET TO THE NORTH LINE OF THE SOUTH ONE HALF OF THE SOUTHEAST QUARTER; THENCE S 88°43'14" E ALONG THE NORTH LINE OF THE SOUTH ONE HALF OF THE SOUTHEAST QUARTER 1336.58 FEET TO THE POINT OF BEGINNING. SUBJECT TO ALL EASEMENTS, RESTRICTIONS AND RIGHTS OF WAY OF RECORD AND USE.

THAT SUCH MAP IS A CORRECT REPRESENTATION OF ALL EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE DIVISION AND THE CERTIFIED SURVEY MAP THEREOF MADE.

THAT I HAVE FULLY COMPLIED WITH SECTION 236.34 OF THE WISCONSIN STATUTES IN SURVEYING, MAPPING AND DIVIDING THE LANDS, CHAPTER A-E 7 OF THE WISCONSIN ADMINISTRATIVE CODE AND THE LAND DIVISION ORDINANCE OF THE TOWN OF WESTON, ALL TO THE BEST OF MY KNOWLEDGE AND BELIEF IN SURVEYING, COMBINING AND MAPPING THE SAME.



DATED THIS 28TH DAY OF JULY, 2015

TIMOTHY G. VREELAND

P.L.S. 2291

REVIEWED AND APPROVED FOR  
RECORDING BY THE TOWN OF  
WESTON.

DATE: \_\_\_\_\_

\_\_\_\_\_  
TOWN OF WESTON

Town

Driveway Permit  
Village of Weston  
Date: 7-22-2015

Permit #: ETZ-DRIV-8-15-6180

Payment Type:  Cash  Check 11632



5500 Schofield Ave  
Weston, WI 54476

Applicant Name: Jason Maki  
Address: 6007 Municipal St.  
Weston, WI 54476  
Telephone: 715-571-2996  
Email:

Contractor Name: Mitch King Excavating  
Address: 6205 Municipal St. Weston  
Telephone: 715-571-9297  
Email:

Permit Requirements—PLEASE READ AND COMPLETE before making an appointment with the Building Inspector.

- 1) NOT REQUIRED FOR SEAL COATING.
- 2) New driveways require a permit fee of \$75.00.
- 3) Expansion or surfacing (asphalt paving, concrete or paver brick) requires a permit fee of \$30.00.
- 4) Property lines must be established.
- 5) Driveway must be at least 2 feet from the property line in residential zones and 5 feet in commercial zones.
- 6) Second driveways require a site plan and approval by the Public Works Director.
- 7) Please review attached ordinance specifications and requirements.

New Driveway Construction:  \$75.00 Fee [44/4415]  
 Primary Driveway:  Yes  No  
 Secondary Driveway [SITE PLAN REQUIRED]:  Yes  No  
 Material Used: Asphalt Concrete Paver Brick

Existing Driveway Improvements: \$30.00 Fee [44/4415]  
 Primary Driveway:  Yes  No  
 Secondary Driveway:  Yes  No  
 Resurfacing Driveway:  Yes  No  
 Expanding Driveway [SITE PLAN REQUIRED]:  Yes  No  
 Parking Pad [SITE PLAN REQUIRED]:  Yes  No  
 Material Used: Asphalt Concrete Paver Brick Gravel

Project Address: River Road  
See Attached  
 Zoning:  
 Curb and Gutter:  Yes  No  
 Cost of Project:

Adjacent Property Zoning  
 North:  
 South:  
 East:  
 West:

I have verified my established property lines by locating lot makers or property survey and have read and understand Section 94.152 and 94.153 of the Village of Weston Municipal Code and the information attached to this application.

Applicant Signature: [Signature] Date: 7/22/15

Contractor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Driveway Regulations: Sections 94.152 and 94.153**

- 1) Permits are required for installation.
- 2) Culverts are required, except for streets with curb and gutter.
- 3) Maximum width:
  - a. Residential: Single Family—(1) 24' with two car garage; Single Family—(1) 32' with three car garage. Duplex (RTF)—(1) 32' or (2) 24' with 6' to 8' separation.
  - b. Industrial: M-1—60'
  - c. Commercial: B-1, B-2, B-3, B-4 and BP—40'
  - d. Secondary Driveways—24' with 6' to 8' separation.
- 4) Minimum of three (3) feet separation between the ends of culverts under adjacent driveways.
- 5) 75' setback from intersections
- 6) Corner lots will be given access on only one side
- 7) Driveways on hillside or curve must be placed to maximize the vision triangle.
- 8) Hard Surface as necessary for erosion control and mud tracking reduction.
- 9) Minimum side yard setback: Residential—2'; Commercial—5'.
- 10) Culvert Material: Concrete, Corrugated Steel, Smooth-bore HDPE Plastic
- 11) Concrete driveway **cannot** be placed on village or town right-of-way (ROW).

Culvert Required:  Yes  No  Future      Required Diameter: \_\_\_\_\_      Required Length: \_\_\_\_\_

\*SPECIAL INSTRUCTIONS: If ditch is not appropriate at this time, the owner agrees to provide a proper size culvert and restore driveway on the right-of-way (ROW) at the time of ditching program by the Village and Town of Weston.

Applicant Signature: \_\_\_\_\_      Date: \_\_\_\_\_

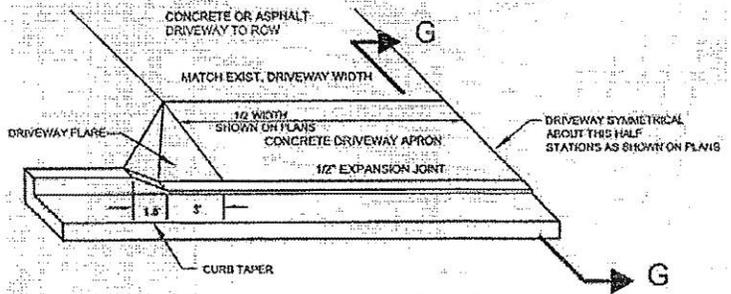
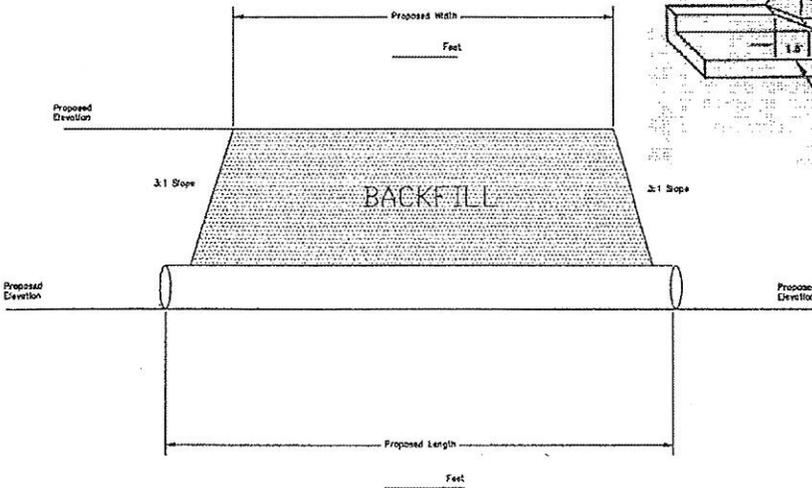
Building Inspector Signature: \_\_\_\_\_      Date: \_\_\_\_\_

**FOR VILLAGE AND TOWN USE ONLY:**

Reviewed By: \_\_\_\_\_      Initials: \_\_\_\_\_      Date: \_\_\_\_\_      Comments: \_\_\_\_\_

Public Works Director: \_\_\_\_\_

A saw cut joint is only permissible if the nearest joint is greater than 4 feet from a cut. The existing curb and gutter shall be removed and replaced for the entire apron width plus the additional curb and gutter to the next nearest construction joint, if less than 4 feet.



**TYPICAL DRIVEWAY SECTION**

Use 1/4 inch (felt) expansion joint between existing and new curb and gutter. Cutting of curb tapers and cutting off the back of the curb only are NOT PERMITTED.



# Land Information Mapping System

- HALSEY
- BERN
- MAINE
- TEXASHILL
- WITT
- HILTON
- STETSON
- EASTON
- HULL
- WENCKESSE
- TRINGLE
- BRIGHTON
- HEIMET
- REID
- WATSON
- BRIDGEN
- BRYANT
- FRANZEN

## Legend

- Parcels
- Land Hooks
- Section Lines/Numbers
- Right Of Ways
- Road Names
- Named Places
- Municipalities
- 2010 Orthos
- Red: Band\_1
- Green: Band\_2
- Blue: Band\_3



186.31 0 186.31 Feet



User\_Defined\_Lambert\_Conformal\_Conic

**DISCLAIMER:** The information and depictions herein are for informational purposes and Marathon County-City of Wausau specifically disclaims accuracy in this reproduction and specifically admonishes and advises that if specific and precise accuracy is required, the same should be determined by procurement of certified maps, surveys, plats, Flood Insurance Studies, or other official means. Marathon County-City of Wausau will not be responsible for any damages which result from third party use of the information and depictions herein or for use which ignores this warning.

**THIS MAP IS NOT TO BE USED FOR NAVIGATION**

## Notes

State of Wisconsin  
DEPARTMENT OF NATURAL RESOURCES  
Wausau Service Center  
5301 Rib Mountain Road  
Wausau, WI 54401

Scott Walker, Governor  
Cathy Stepp, Secretary  
Telephone 608-266-2621  
Toll Free 1-888-936-7463  
TTY Access via relay - 711



July 17, 2015

GP-WC-2014-37-04045

Jason Maki  
6007 Municipal St.  
Weston, WI 54476

RE: Coverage under the wetland statewide general permit for residential/commercial/industrial development, located in the Town of Weston, Marathon County, also described as in the SE1/4 of the SE1/4 of Section 13, Township 28 North, Range 8 East.

Dear Mr. Maki:

Thank you for submitting an application for coverage under the wetland statewide general permit for residential/commercial/industrial development, s. 281.36, Wis. Stats.

You have certified that your project meets the eligibility criteria and conditions for this activity. Based upon your signed certification you may proceed with your project to fill 0.0606 acres (2,640 square feet) of wetlands. Please take this time to re-read the permit eligibility standards and conditions. The eligibility standards can be found on your application checklist or in the statewide general permit WDNR-GP1-2012 (found at <http://dnr.wi.gov/topic/waterways/construction/wetlands.html>). The permit conditions are attached to this letter. You are responsible for meeting all general permit eligibility standards and permit conditions. This includes notifying the Department before starting the project, and submitting photographs within one week of project completion. Please note your coverage is valid for 5 years from the date of the department's determination or until the activity is completed, whichever occurs first. This permit coverage constitutes the state of Wisconsin's wetland water quality certification under USCS s. 1341 (Clean Water Act s. 401).

The Department conducts routine and annual compliance monitoring inspections. Our staff may follow up and inspect your project to verify compliance with state statutes and codes. If you need to modify your project please contact your local Water Management Specialist, Travis Holte at (715) 241-7502 or email [Travis.Holte@wisconsin.gov](mailto:Travis.Holte@wisconsin.gov) to discuss your proposed modifications.

The Department of Natural Resources appreciates your willingness to comply with wetland regulations, which help to protect the water quality, fish and wildlife habitat, natural scenic beauty and recreational value of Wisconsin's wetland resources for future generations. Please be sure to obtain any other local, state or federal permits that are required before starting your project.

If you have any questions, please call me at (715) 241-7502 or email [Travis.Holte@wisconsin.gov](mailto:Travis.Holte@wisconsin.gov).

We are committed to service excellence.

Visit our survey at <http://dnr.wi.gov/customersurvey> to evaluate how I did.

[dnr.wi.gov](http://dnr.wi.gov)  
[wisconsin.gov](http://wisconsin.gov)

Naturally WISCONSIN



Sincerely,



Travis Holte  
Water Management Specialist

CC (via email):

Brian Camlek & Gary Starzinski, Star Environmental, Inc.  
Tim Vreeland, Vreeland Associates  
Eric Norton, (651) 290-5879, Project Manager, U.S. Army Corps of Engineers  
Dean Johnson, Marathon County Zoning Administrator  
Ben Herzfeldt, WDNR Conservation Warden

### **WDNR-GP1-2012 Permit Conditions - Residential/Commercial/Industrial**

You agree to comply with the following conditions:

1. **Application.** You shall submit a complete application package to the Department as outlined in the application materials and section 2 of this permit. If requested, you shall furnish the Department, within a reasonable timeframe, any information the department needs to verify compliance with the terms and conditions of this permit.
2. **Certification.** Acceptance of general permit WDNR-GP1-2012 and efforts to begin work on the activities authorized by this general permit signifies that you have certified the project meets all eligibility standards outlined in Section 1 of this permit and that you have read, understood and have agreed to follow all terms and conditions of this general permit.
3. **Reliance on Applicant's Data.** The determination by this office that a confirmation of authorization is not contrary to wetland water quality standards will be based upon the information provided by the applicant and any other information required by the DNR.
4. **Project Plans.** This permit does not authorize any work other than what is specifically described in the notification package and plans submitted to the Department and you certified is in compliance with the terms and conditions of WDNR-GP1-2012
5. **Expiration.** This WDNR-GP1-2012 expires on October 9, 2017. The time limit for completing work authorized by the provisions of WDNR-GP1-2012 ends 5 years after the date on which the discharge is considered to be authorized under WDNR-GP1-2012 or until the discharge is completed, whichever occurs first.
6. **Other Permit Requirements.** You are responsible for obtaining any other permit or approval that may be required for your project by local zoning ordinances, other local authority, other state permits and by the U.S. Army Corps of Engineers before starting your project.
7. **Authorization Distribution.** You must supply a copy of the permit coverage authorization to every contractor working on the project.
8. **Project Start.** You shall notify the Department before starting construction.

STATE OF WISCONSIN  
 REAL ESTATE PROPERTY TAX BILL FOR 2014  
 TOWN OF WESTON  
 MARATHON COUNTY

IMPORTANT: Correspondence should refer to tax number  
 See reverse side for Important Information  
 Be sure this description covers your property. This description is for  
 property tax bill only and may not be a full legal description.

MAKI INVESTMENTS LLC  
 SEC 13-28-08  
 NE 1/4 SE 1/4 EX CSM VOL 11  
 PG 209 (#3099) (DOC# 790419)  
 EX CSM VOL 32 PG 6 (#8238)  
 (DOC# 1035154) EX CSM VOL  
 74 PG 56 (#16102) (DOC#  
 1600821) EX OUTLOT 1 CSM  
 29.900 ACRES

082-2808-134-0979

MAKI INVESTMENTS LLC  
 6007 MUNICIPAL ST  
 WESTON WI 54476

1663091  
 SEE ROLL FOR COMPLETE DESC.

Assessed Value Land	Ass'd. Value Improvements	Total Assessed Value	Ave. Assmt. Ratio	Net Assessed Value Rate (Does NOT reflect Credits)	
27,700		27,700	100.40%	.017210125	
Est. Fair Mkt. Land	Est. Fair Mkt. Improvements	Total Est. Fair Mkt.	<input type="checkbox"/> A Star in This Box Means Unpaid Prior Year Taxes	School taxes reduced by school levy tax credit	
SEE REVERSE, REDUCED VALUES				47.05	
Taxing Jurisdiction	2013 Est. State Aids Allocated Tax Dist.	2014 Est. State Aids Allocated Tax Dist.	2013 Net Tax	2014 Net Tax	% Tax Change
#01					
STATE OF WISCONSIN			4.14	4.66	12.6
MARATHON COUNTY	48,512	48,744	126.77	142.20	12.2
TOWN OF WESTON	209,620	203,037	12.03	41.02	241.0
DC EVEREST SCHOOL	959,637	1,059,046	231.91	255.42	10.1
NORTHCENTRAL TECH	22,276	27,331	50.93	33.42	34.4
Total	1,240,045	1,338,158	425.78	476.72	12.0
	First Dollar Credit Lottery & Gaming Credit		425.78	476.72	12.0
Make Check Payable to:			Full Payment Due On or Before January 31 2015	Net Property Tax 476.72	
TOWN OF WESTON TREASURER 5209 MESKER ST WESTON WI 54476-3020			\$ 476.72		
And Second Installment Payment Payable To:			Or First Installment Due On or Before January 31		
COUNTY TREASURER AUDREY JENSEN 500 FOREST ST WAUSAU WI 54403-5568			\$ 238.72		
			And Second Installment Due On or Before July 31		
			\$ 238.00		

Check For Billing Address Change.  
 41.132808.013.006.00.00

MAKI INVESTMENTS LLC  
 6007 MUNICIPAL ST  
 WESTON WI 54476

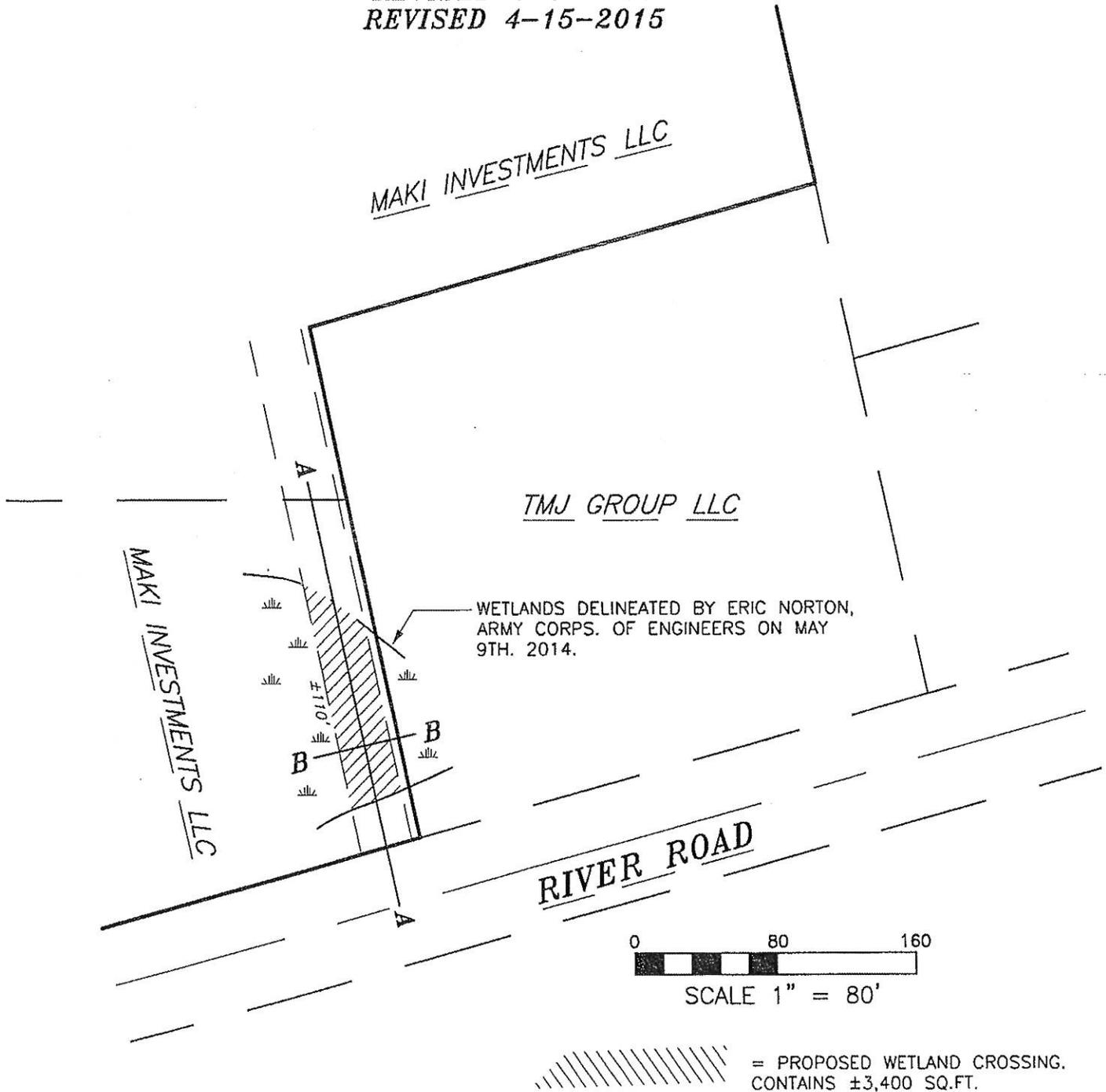
<b>TOTAL DUE</b>	FOR FULL PAYMENT
PAY BY JANUARY 31 2015	
<b>\$ 476.72</b>	
Warning: If not paid by due dates, installment option is lost and total tax is delinquent subject to interest and, if applicable, penalty. Failure to pay on time. See reverse.	

# WETLAND CROSSING EXHIBIT

PART OF THE SE1/4 OF THE SE1/4 OF SECTION 13, TOWNSHIP 28  
NORTH, RANGE 8 EAST, TOWN OF WESTON, MARATHON COUNTY, WISCONSIN.

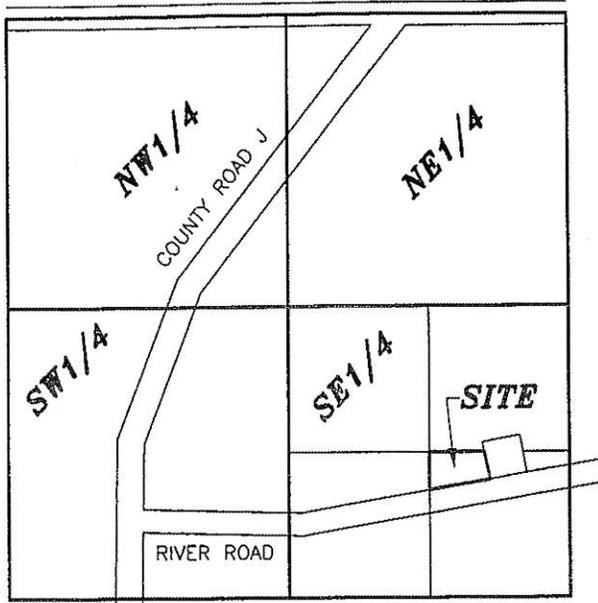
<b>VREELAND ASSOCIATES, INC.</b> 6103 DAWN STREET WESTON, WI. 54476 PH (715) 241-0947 OR TOLL FREE (866) 693-3979 FAX (715) 241-9826 tim@vreelandassociates.us	PREPARED FOR OWNER: <b>JASON MAKI</b> 6007 MUNICIPAL STREET WESTON, WI 54476 PHONE 715-571-2996
FILE #: S-206 MAKI WL'S	DRAWN BY: TIMOTHY G. VREELAND

REVISED 1-7-2015  
REVISED 4-15-2015



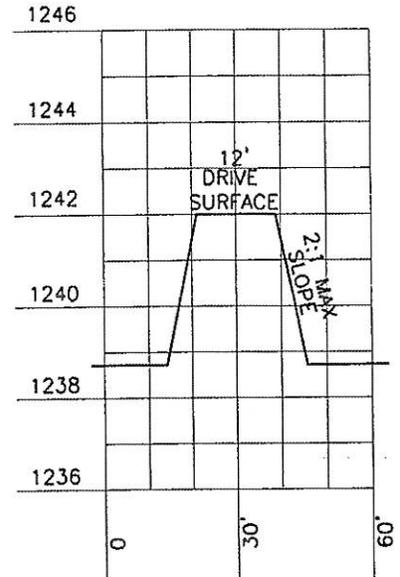
**LOCATOR**

GUSMAN ROAD

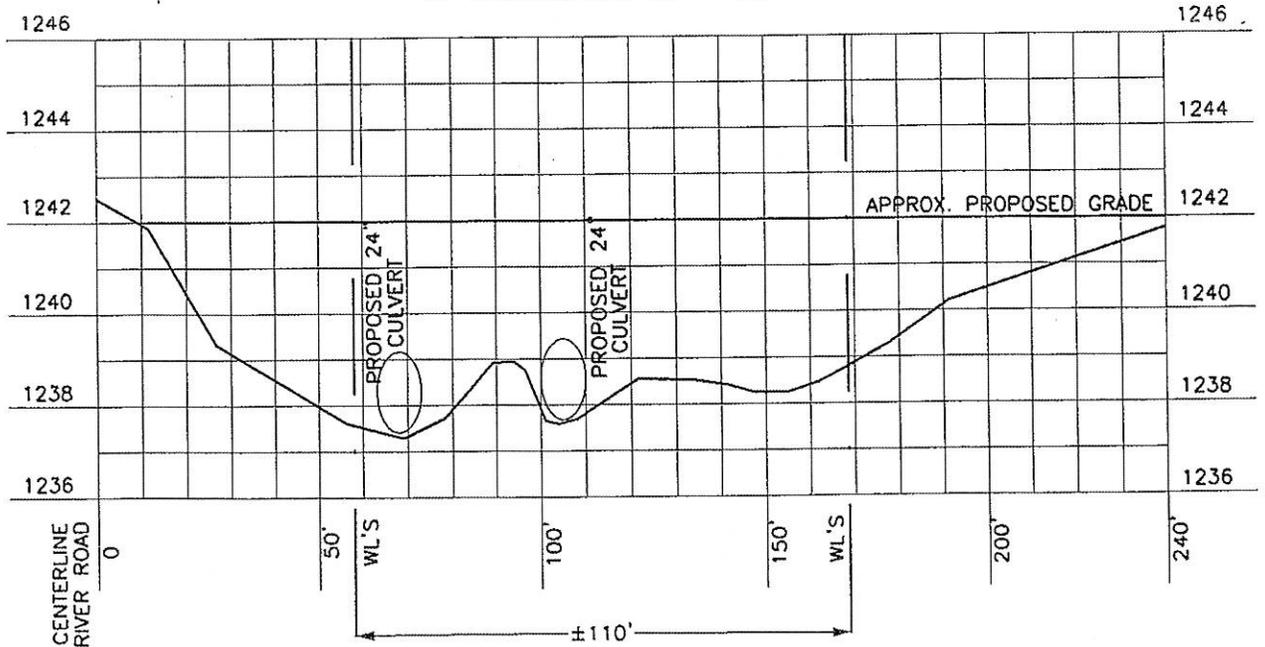


SECTION 13, TOWNSHIP 28 NORTH,  
RANGE 8 EAST, TOWN OF WESTON,  
MARATHON COUNTY, WISCONSIN.

**X-SECTION B - B**



**X-SECTION A - A**



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

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REQUEST FROM: **KEITH DONNER, DIRECTOR OF PUBLIC WORKS AND UTILITIES**

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ITEM DESCRIPTION: **DEVELOPMENT AGREEMENT WITH DENYON HOMES FOR THE RIDGEVIEW SUBDIVISION.**

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DATE/MTG: **PROPERTY & INFRASTRUCTURE, MONDAY, SEPTEMBER 8, 2015  
PLAN COMMISSION, SEPTEMBER 14, 2015  
BOARD OF TRUSTEES, MONDAY, SEPTEMBER 21, 2015**

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POLICY QUESTION: **Should the Board of Trustees approve a development agreement with Denyon Homes for the public infrastructure required in the Ridgeview Subdivision?**

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RECOMMENDATION TO: **I make a motion that the Board of Trustees approves the development agreement with Denyon Homes for the public infrastructure in the Ridgeview Subdivision.**

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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"/> <b>Expenditure</b>             | <input type="checkbox"/> Procedure | <input type="checkbox"/> Resolution   |
- 
- 

FISCAL IMPACT ANALYSIS:

- Budget Line Item: \_\_\_\_\_
- Budgeted Expenditure: \_\_\_\_\_
- Budgeted Revenue: \_\_\_\_\_
- 
- 

STATUTORY / RULEMAKING / POLICY REFERENCES:

- WI Statue: \_\_\_\_\_
- WI Administrative Code: \_\_\_\_\_
- Case Law / Legal: \_\_\_\_\_
- Municipal Code: Chapter 74, Subdivision Regulations
- Municipal Rules: \_\_\_\_\_
- 
- 

PRIOR REVIEW: **Village Legal Counsel, Matt Yde**

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BACKGROUND: **The Village's standard development agreement was reviewed earlier this year by legal counsel Matt Yde. His comments regarding the agreement were articulated in correspondence dated June 16, 2015, and addition comments dated September 3, 2015. The agreement reflects edits consistent with Attorney Yde's recommendations.**

- Supplemental Briefer for Agenda Items under Consideration
- Attachments

June 16, 2015

VIA EMAIL ONLY  
[kdonner@westonwi.gov](mailto:kdonner@westonwi.gov)  
Keith Donner  
Village of Weston

Re:

Dear Keith:

You asked me to review the current Village Development Agreement and determine whether the Agreement should be replaced and/or updated. My analysis and recommendations are below.

PRE-DEVELOPMENT AGREEMENT FOR PRELIMINARY PLAT

The Village may want to consider using a pre-development agreement to require a developer to pay for all of the administrative costs incurred by the Village for processing, studying and reviewing the preliminary plat or map, including legal and engineering service costs in connection with this review. These agreements typically require the developer to deposit with the municipal clerk/treasurer a cash deposit, cashier's check, or irrevocable letter of credit in the amount that the Village thinks the review services will likely cost. If the amount is insufficient to pay all of the expenses, the Developer agrees to deposit additional amounts. If there is any amount remaining after all administrative costs have been paid, the balance is returned to the developer. These agreements typically indicate that the preliminary plat or map will be approved, approved conditionally, or rejected within 90 days of submission.

Please let me know if you would like me to provide you with a sample pre-development agreement.

SUBDIVIDER DEVELOPMENT AGREEMENT

The Village's form contract for subdivision improvements is thorough and well-drafted. Based on the discussion during our last roundtable meeting, I will revise the agreement to add sidewalks to be completed at the same time as curb and gutter. Additional provisions that may be appropriate to add to the existing agreement, depending on the facts, are as follows:

1. Indemnification. The subdivider hereby expressly agrees to indemnify and hold the Village and its agents harmless from and against all claims, costs and liability of any kind and nature, for injury or damage received or sustained by any person or entity in connection with, or on account of the performance of work pursuant to this Agreement. Subdivider further agrees to defend and hold harmless the Village or its agents in the event they are named as a defendant in an action concerning the performance of work pursuant to this Agreement.
2. Landscaping. The subdivider shall landscape all right-of-way and public land with top

soil, seed and mulch.

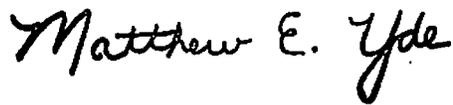
3. Reimburse Costs. The sub divider shall reimburse the Village for its actual cost of design, inspection, testing, construction and associated legal and real estate fees for the required public improvements. The Village's costs shall be determined as follows:
  - a. The cost of Village employees' time engaged in any way with the required public improvements based on the hourly rate paid to the employee multiplied by a factor determined by the Village representing the Village's costs for expenses, benefits, insurance, sick leave, holidays, overtime, vacation, and similar benefits.
  - b. The cost of Village equipment employed.
  - c. The cost of mileage reimbursed to Village employees which is attributed to the land division.
  - d. The actual cost of Village materials incorporated into the work including transportation costs, plus a restocking and/or handling fee not to exceed \_\_\_\_\_% of the cost of the materials.
  - e. The cost incurred by the Village in connection with the review and approval of the final plat of subdivision as well as the cost for review and approval of other related documents including deed restrictions.
  - f. All consultant fees, including legal and engineering, associated with the public improvements at the invoiced amount plus administrative costs.
  - g. The sum of \_\_\_\_\_ % of the improvement cost as estimated by the Village engineer shall be deposited with the Village Clerk as an initial payment to partially cover costs. The Village Clerk shall draw against such deposit for payment of all administrative, engineering, legal and other costs incurred by the Village. If at any time the deposit should be insufficient to reimburse the Village for its expenses, the sub divider shall deposit additional security within fifteen (15) days of notice from the Village Clerk. After completion of improvement, construction and acceptance by Village, the actual costs shall be totaled and the difference, if any, shall be paid by or remitted to the subdivider.
4. Subdivider's designated project manager. The subdivider hereby appoints \_\_\_\_\_ as the project manager during the construction phase of the installation of these improvements. The project manager shall be available during construction hours on the job site or available by telephone. During non-construction hours, the project manager shall be available for emergency situations at the following telephone number of \_\_\_\_\_. The mailing address for this construction project shall be as follows:
5. Engineer of Record and Resident Inspector. The subdivider hereby appoints \_\_\_\_\_

as the engineer for the project. His telephone number is \_\_\_\_\_ and his mailing address is \_\_\_\_\_.

6. Future Construction Phases. Future construction phases of this plat shall proceed only after execution of a separate agreement or a written amendment regarding construction of each phase and the approval of additional security of other documents as required.
7. Default. A default is defined herein as the subdivider's breach of, or failure to comply with, the terms of this agreement. The Village reserves the right to draw on a letter of credit or other surety provided hereunder in addition to pursuing any other available remedies, including, but not limited to, stopping all construction in the approved final plat and prohibiting the transfer of sale of lots or not issuing building permits.
8. Attorney's Fees. If the Village is required to resort to litigation to enforce the terms of this agreement, the subdivider shall pay all Village costs including reasonable attorney's fees and expert witness fees.
9. Immunity. Nothing contained in this agreement constitutes a waiver of the Village's sovereign immunity.

Please give me your feedback on the above.

Very truly,



Matthew E. Yde  
Strasser & Yde, S.C.

MEY:jmz

cc: Daniel Guild

September 3, 2015

VIA EMAIL ONLY

[kdonner@westonwi.gov](mailto:kdonner@westonwi.gov)

Keith Donner  
Village of Weston

Re: Development Agreements

Dear Keith:

As we discussed, I am revising the security portion of the Development Agreements based on changes to Wis. Stat. § 236.13. The following changes were made with respect to security for public improvements:

1. The maximum amount of security that we can require at the commencement of a project is 120% of the estimated total cost to complete the required public improvements;
2. The sub-divider is given an option whether to execute a performance bond or whether to provide a letter of credit to satisfy our requirement for security;
3. We may not require the sub-divider to provide security for more than 14 months after the date the public improvements are substantially completed;
4. Upon substantial completion of the public improvements, we cannot require as security more than the amount equal to the total cost to complete any uncompleted public improvements plus 10% of the total cost of the completed public improvements;
5. Public improvements are considered to be substantially completed at the time the binder code is installed on the roads to be dedicated or, if the required public improvements do not include a road, at the time that 90% of the public improvements by cost are completed.

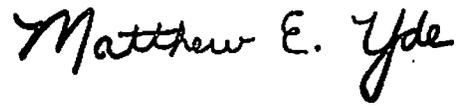
Since the sub-divider now has the choice to execute a performance bond, we need to make sure that the performance bond provides the Village with adequate protection. Since the security expires 14 months after substantial completion, it will be important for us to make certain the sub-divider completes the public improvements in a timely fashion and we have inspected the public improvements well in advance of the 14 month expiration so there is sufficient security for warranty work.

Because sub-dividers can now chose the bond option, it was recommended at the League of Wisconsin Municipalities conference that municipalities should amend their land division and development ordinance to require all developers to complete all public improvements within their development projects prior to the municipality approving the final plat unless the developers agree to provide a letter of credit as a financial guarantee that the public improvements will be properly completed.

Based on the above changes, I have modified the security portion of the agreement. Please review my proposed change and provide me with your feedback.

Keith Donner  
September 3, 2015  
Page 2 of 2

Very truly,

A handwritten signature in black ink that reads "Matthew E. Yde". The signature is written in a cursive style with a large, prominent "M" and "Y".

Matthew E. Yde  
Strasser & Yde, S.C.

MEY:jmz

cc: Daniel Guild

CONTRACT FOR SUBDIVISION IMPROVEMENTS  
 IN THE PLAT OF RIDGEVIEW SUBDIVISION  
 VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN  
 STREETS, WATER, SANITARY SEWER AND STORM SEWER

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CONTRACT FOR SUBDIVISION IMPROVEMENTS  
IN THE PLAT OF RIDGEVIEW SUBDIVISION  
VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN

This Agreement executed in three (3) original counterparts is entered into as of this \_\_\_ day of \_\_\_\_\_, 2015, by and between **Denyon Homes**, hereinafter referred to as the "Subdivider," and the **Village of Weston** hereinafter referred to as the "Village."

WITNESSETH

WHEREAS, the Subdivider has platted and desires Village approval of a final plat identified as Ridgeview Subdivision, hereinafter referred to as the "Plat;" (Lots 16 -31, 34 – 39, and 47 – 54; See Exhibit A attached) and

WHEREAS, the General Code of Ordinances of the Village of Weston, hereinafter referred to as the "Ordinance," requires among other things, that as a condition of plat approval the Subdivider agrees to make and install all necessary public improvements, including, lot stakes, standard street improvements and utilities and that said improvements be constructed by the Subdivider to Village standards and dedicated to the Village without cost to the Village; and

WHEREAS, the Ordinance also requires that as a condition of plat approval adequate park area be dedicated to the Village or that certain fees be paid to the Village in lieu of such dedication.

NOW, THEREFORE, in consideration of the mutual covenants hereinafter set forth, the approval of the Plat by the Village, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby mutually agree as follows:

## Section 1

### Required Improvements

#### 1.01 Standard Street Improvements (Bituminous Pavement, Curb & Gutter)

- (1) The Subdivider shall install and dedicate, without cost, to the Village, except as hereinafter provided, and in accordance with the schedule set forth in Section 2.01 of this Agreement, standard street improvements including crushed stone base, curb and gutter, sidewalk, and bituminous surface course, on all streets in the Plat in accordance with the provisions of the Ordinance. Street plan and profile drawings shall be drawn at a scale of 1" = 20 feet Horizontal and 1" = 4 feet Vertical for 24" X 36" drawings and 1" = 40 feet Horizontal and 1" = 8 feet Vertical for 11" X 17" drawings. Cross sections shall be provided at not greater than 50-foot intervals and at street intersections. Cross sections showing existing and proposed centerline and earthwork estimates shall be drawn at a scale of 1" = 5 feet Horizontal and Vertical for 24" by 36" drawings and 1" = 10 feet Horizontal and Vertical for 11" X 17" drawings. Standard street cross sections shall be included in the detail drawings. Plan/profile drawings shall include existing and proposed centerline elevations, centerline grades, horizontal and vertical curve data, etc. Plans shall be submitted, in triplicate, to and approved by the Village prior to commencement of construction.
- (2) All street work required by Section 1.01(1) of this agreement, shall be inspected, and if built in accordance with the street plans, specifications, and profile, shall be approved by the Village. The pavement binder and surface courses shall be inspected and, if built in accordance with the plans, specifications, and profile, approved by the Village. Installation of the binder and surface course shall be in accordance with the phased scheduling of the development. The Village approval shall be completed prior to acceptance by the Village for public use and sale of any lot in the Plat.
- (3) As a condition of the Village allowing the subdivider to install at subdivider's sole standard street improvements including sidewalk, curb & gutter. Subdivider agrees to the following conditions in this agreement:
  - a. Subdivider shall use only contractors approved by the Village.
  - b. Project inspections conducted by an independent inspector, hired by the Village, paid for by the Subdivider with frequency of inspection as solely determined by the Village.
  - c. The Village shall have the right to halt construction if the Village determines that Subdivider or Subdivider's contractor is not following approved project specifications.
  - d. Follow all project specifications as approved by the Village unless Village approves in writing any and all changes.

- (4) Following construction, testing and acceptance the Subdivider shall complete construction record drawings. One set of drawings in a CADD format and one set of reproducible mylars in 24" X 36" size at the scales described in Section 1.01(1) shall be provided to the Village. Record drawings do not need to include cross sections but the CADD files shall include the proposed cross sections. Record drawings shall include a summary of street length with base course quantities, asphalt quantities and curb & gutter quantities. The streets shall be cleaned after the completion of construction and prior to acceptance by the Village. Without cost to the Village the following testing shall be required on street construction work:
  - a. Where conditions dictate, soil borings at all sanitary sewer manhole locations to determine if bedrock is expected and to include sieve analysis, Modified Proctor tests, and pavement design.
  - b. Density testing of subgrade and base course at intervals specified by the Village shall demonstrate compaction of at least 95% of the maximum dry density at optimum moisture using the Modified Proctor method.
  - c. Nuclear density testing of the asphalt binder and wear surface at intervals specified by the Village.
  - d. Air, slump, and compressive strength tests on each load or partial load of concrete.
- (5) Street construction undertaken after November 1, or prior to April 15 of any year shall not be eligible for final approval prior to the expiration of six (6) months from the date of last construction. The Village may extend the November 1 construction date up to 20 days by written approval filed with the Village Zoning Office if the Engineer determines that weather conditions are favorable.
- (6) The Subdivider shall furnish, install and maintain barricades and signs at all points where new right-of-ways extend to or from, or intersect with existing right-of-ways, at all street ends, and at such other places within the plat or outside the plat specifically related thereto as the Village may direct. All such barricades and signs shall conform to the Federal Uniform Traffic Sign Manual.
- (7) The Subdivider shall be responsible for the Village's costs to construct and place street name and traffic control signs within the plat.

## 1.02 Storm Sewers and Drainage Facilities

- (1) The Subdivider shall submit, in triplicate, to the Village for review and approval, plans and specifications for storm water drainage facilities and curb and gutter, including as necessary, storm sewers and appurtenances, drainage ways, detention ponds, detention/retention ponds and green ways in the Plat. Underground storm sewer shall be installed wherever possible. Such plans shall indicate, at a minimum, storm sewer locations, inlets, phased construction, rip-rapping into and out of

basins, outlet design and type, computations of inflow-outflow capacity. Drainage facilities shall be designed to convey a ten (10) year storm event within under-ground pipe. Discharge from the entire Plat shall not exceed the pre-developed rate. The Village shall promptly review such plans and specifications and if they meet generally accepted engineering standards for such facilities, shall approve them subject to DNR and/or Corp. of Engineers approval. The developer shall be responsible for receiving approval for any required DNR and/or Corp. of Engineers storm water management and/or wetland permits necessary prior to construction of the storm water facilities.

- (2) Subdivider shall install storm water facilities complete with appurtenances thereto throughout the Plat without cost to the Village in accordance with approved plans and specifications and the schedule set forth in Section 2.01 of this Agreement.
- (3) Drainage easements within the Plat shall be dedicated to the Village. Such easements shall be sufficient to handle stormwater outflow from the Plat. All such easements shall be accompanied by a certificate of a registered professional engineer stating that the area dedicated to the Village when added to other existing public stormwater transmission facilities is sufficient to handle outflow water in accordance with standard set forth in paragraph 1.02 (1) above.
- (4) The plans prepared in accordance with Section 1.01 (1), 1.02 (1) and the record drawings prepared in accordance with Section 1.01(4) shall include storm sewer schedules showing structure inverts, flow lines, pipe sizes and materials, and structure locations referenced to project stationing. All pipes and manholes shall be cleaned of sediment and debris at the completion of construction. Without cost to the Village the following testing shall be required on all sanitary sewer mains with laterals installed:
  - a. Cleaning
  - b. Televising

### 1.03 Grading

- (1) Subdivider shall submit, in triplicate, to the Village for review and approval, grading plans, of a size and scale as described in Section 1.01(1), and specifications to provide positive drainage of the Plat. Grading plans shall include existing and proposed cross sections of the overall property. Engineer shall promptly review and approve the plans and specifications and, if they are in accordance with generally accepted engineering standards for road grading, shall approve them.
- (2) After approval of the plans and specifications by the Village, Subdivider shall, without cost to the Village in accordance with the schedule set forth in Section 2.01 of this Agreement, grade the Plat in accordance with the approved plans and specifications.

1.04 Erosion Control

- (1) The Subdivider shall submit in triplicate, plans and specifications for erosion control in the Plat to the Village for review and approval.
- (2) After the review and approval of plans and specifications by the Village and before any land surface disturbances are made in the Plat, Subdivider shall, without cost to the Village, provide all erosion control measures in accordance with the approved plans and specifications and in compliance with Department of Natural Resources permit requirements.
- (3) Temporary basins, stone weepers, sediment netting and similar erosion control devices shall be installed by Subdivider during construction in accordance with generally accepted erosion control standards, unless other or lesser erosion control measures are approved by the Village. All temporary devices shall be maintained by the Subdivider.
- (4) Before constructing any temporary device, the Subdivider shall file plans with the Village for approval. The Village shall promptly review the plans and if they are in accordance with generally accepted erosion control standards, shall approve them. No erosion control facility shall be constructed by the Subdivider unless approved by the Engineer.
- (5) If the method of erosion control fails, the Subdivider shall as soon as reasonably possible clean up the materials which have been displaced and repair or replace the method of control which has failed. At the discretion of the Village, the Subdivider may be required to clean up the materials which have been displaced and repair or replace the failed method of control prior to construction of additional improvements to the Plat.
- (6) Subdivider shall be responsible for delivering to the Village a clean and functional storm drainage system free from sediment and/or other debris.

1.05 Electric, Communications and Gas Facilities

- (1) Prior to commencing construction of all required electric, gas and communication utilities, the utility or Subdivider shall submit the construction schedule, plans and specifications therefore, to the Village for review and approval and shall furnish proof that such arrangements as may be required under applicable rates and rules filed with the Wisconsin Public Service Commission, have been made with the owner or owners of the utility lines or services for placing their respective facilities underground. The Village shall promptly review the plans and specifications and, if they conform to generally accepted standards for installation of same, shall approve same.
- (2) All new electric distribution lines (excluding lines of 12,000 volts or more), all new telephone lines from which lots are individually served, all new television cables and service installed within the plat shall be underground unless a waiver is obtained

from the Village Planning Commission.

- (3) Street Lighting. The Village and Police and Fire Commission shall establish the minimum number of street lights required for safety concerns. These locations shall be shown by the Subdivider and/or electric company on plans.
- (4) The Subdivider shall pay for any installation costs and operation and maintenance cost for each light for the balance of the year of installation.
- (5) Where the electric and communications facilities are to be installed underground, the utility easement shall be graded to within six (6) inches of final grade by the Subdivider, prior to the installation of such facilities, and earth fill, piles or mounds of dirt shall not be stored on such easement areas. Utility facilities when installed on utility easements, whether overhead or underground, shall not disturb any monumentation in the plat.
- (6) Associated equipment and facilities which are appurtenant to underground electric and communications systems, such as but not limited to, substations, pad-mounted transformers, pad-mounted sectionalizing switches and above-grade pedestal-mounted terminal boxes may be located above ground.
- (7) Temporary overhead facilities may be installed to serve a construction site or where necessary because of severe weather conditions. In the latter case, within a reasonable time after weather conditions have moderated or upon completion of installation of permanent underground facilities, such temporary facilities shall be replaced by underground facilities and the temporary facilities removed unless an exception is granted by the Village Planning Commission.
- (8) All underground utilities in street right-of-ways shall be installed prior to construction of street improvements. Provision must be made for mechanical compaction of all underground utility ditches or trenches situated within a street right-of-way.

#### 1.06 Sanitary Sewers, Laterals and Appurtenances

- (1) Subdivider shall submit, in triplicate, to the Village of Weston, Marathon County Planning Department, Rib Mountain Metropolitan Sewerage District and to the Department of Natural Resources for review and approval, plans and specifications for sanitary sewers, complete with services and all appurtenances thereto in accordance with the Ordinance and as specified in Section 1.01(1). Plans and specifications submitted to the Village shall show proposed sanitary sewer sizes, grades and elevations, which shall be based on street or easement location and grades previously approved by the Village.
- (2) After the Village has approved said plans and specifications, and all other required approvals have been obtained, the Subdivider shall, without cost to the Village, in accordance with the schedule set forth in Section 2.01 of this Agreement, construct, install, and test sanitary sewers throughout the Plat complete with laterals and appurtenances and constructed in accordance with the approved plans and

specifications.

- (3) As a condition of the Village allowing the subdivider to install at subdivider's sole cost sewers, laterals and appurtenances, subdivider agrees to the following conditions in this agreement.
  - a. Subdivider shall use only contractors approved by the Village.
  - b. Project inspections conducted by an independent inspector, hired by the Village, paid for by the Subdivider with frequency of inspection as solely determined by the Village.
  - c. The Village shall have the right to halt construction if the Village determines that Subdivider or Subdivider's contractor is not following approved project specifications.
  - d. Follow all project specifications as approved by the Village unless Village approves in writing any and all changes.
  
- (6) Following construction, testing and acceptance the Subdivider shall complete and submit to the Village, construction record drawings consisting of one set of drawings in a CADD format and one set of reproducible mylars, as described in Section 1.01(4). The construction records shall include at least manhole rim/invert elevations (USGS); manhole depths; lateral size, length and depth; manhole and lateral locations referenced to project stationing; distance between manholes; as constructed sewer grades; and ties to any manhole that may be difficult to locate. All pipes and manholes shall be cleaned of sediment and debris at the completion of construction. Without cost to the Village the following testing shall be required on all sanitary sewer mains with laterals installed:
  - a. Low pressure air test
  - b. Deflection (Mandrel 5%)
  - c. Cleaning
  - d. Televising

#### 1.07 Water Mains, Services and Appurtenances

- (1) Subdivider shall submit, in triplicate, to the Village of Weston, Marathon County Planning Department, Rib Mountain Metropolitan Sewerage District and to the Wisconsin Department of Natural Resources for review and approval, plans and specifications for water mains, valves, fire hydrants, services and all appurtenances thereto in accordance with the Ordinance and as specified in Section 1.01(1). Plans and specifications submitted to the Village shall show proposed water main sizes, valve locations, fire hydrant locations and shall be based on street or easement location previously approved by the Village. Water mains shall be tapped under pressure.

- (2) After the Village has approved said plans and specifications, approval from the Village shall not be unreasonably withheld, and all other required approvals have been obtained, the Subdivider shall, without cost to the Village, in accordance with the schedule set forth in Section 2.01 of this Agreement, construct, install and test water mains throughout the Plat complete with laterals and appurtenances in accordance with the approved plans and specifications.
- (3) As a condition of the Village allowing the Subdivider to install at Subdivider's sole cost water mains, laterals, and appurtenances, Subdivider agrees to the following conditions in this agreement:
  - a. Subdivider shall use only contractors approved by the Village.
  - b. Project inspections conducted by an independent inspector, hired by the Village, paid for by the Subdivider with frequency of inspection as solely determined by the Village.
  - c. The Village shall have the right to halt construction if the Village determines that the Subdivider or Subdivider's contractor is not following approved project specifications.
  - d. Follow all project specifications as approved by the Village unless Village approves in writing any and all changes.
- (4) Following construction, testing and acceptance the Subdivider shall complete and submit to the Village, construction record drawings consisting of one set of drawings in a CAD format and one set of reproducible mylars as described in Section 1.01(4). The construction records shall include at least water main size and length between valves and fittings; valve/hydrant tie sheets (on format provided by Village) and referenced to project stationing on plans; water service size, length, and location on plan sheets referenced to project stationing. Without cost to the Village the following testing shall be required on all water mains with laterals installed:
  - a. Pressure test 150 PSI for two (2) hours
  - b. Continuity testing to be performed at a minimum of 200 amps.

#### 1.08 Right-of-Way Landscaping

- (1) Subdivider shall submit, in triplicate, to the Village of Weston for review and approval, plans and specifications for right-of way landscaping in accordance with the Ordinance and as specified in Section 1.01(1). Plans and specifications submitted to the Village shall show proposed street tree size and placement in the boulevard area between curb and sidewalk. Street tree planting shall be in accordance with Section 90.103 of the Village Municipal Code.
- (2) The subdivider shall landscape all right-of-way and public land with topsoil, seed

and mulch.

## Section 2

### Construction Schedule

2.01 Public Improvements. Subdivider shall make and install all required public improvements in the Plat in accordance with the following schedule:

(1) Sanitary Sewer and Water:

a. Installation shall be completed no later than October 31, 2015.

(2) Road Construction:

a. Gravel Base: Installation shall be commenced at such time as the utilities are installed and approved by the Village. Completion shall be no later than fifteen (15) days after commencement. Maintenance of the road shall be the subdivider's responsibility until the final lift of asphalt is placed.

b. Curb & Gutter and Sidewalk

a. Installation shall be completed no later than September 30, 2016.

c. Bituminous Binder and Wear Surface:

a. Completion shall be no later than October 15, 2016. Placement of the wear surface will not be deferred over the winter.

b. Placement of wear surface shall be no later than November 1, 2016.

(3) Right-of-Way Landscaping

a. Completion shall be no later than November 1, 2016.

2.02 Commencement of Construction

(1) Subdivider shall not receive approval for the construction of homes in any phase of the Plat prior to the time that:

a. Copies of all contracts for the construction and installation of the required improvements have been filed with the Village.

b. A proposed construction schedule for the required improvements has been submitted to, reviewed, and approved by the Village. (Note: Execution of this contract by the Village constitutes approval by the Engineer).

c. A copy of this Contract, duly executed by the Subdivider and the Village, has been filed in the office of the Village Planner/Zoning Administrator.

d. The required security described in Section 4 has been received and approved in writing by the Village.

e. Approvals (as necessary) from the Village of Weston, Rib Mountain Metropolitan Sewerage District, Wisconsin Department of Natural

Resources, Marathon County and U.S. Army Corps of Engineers have been granted and written evidence provided to the Village.

- f. All required fees imposed under the Ordinance and this Contract have been deposited with the Village Clerk.
- g. The parties agree that certain preliminary work can proceed prior to all approvals being received upon the written approval of specific work by the Village Engineer.
- h. The Village will consider issuing building permits in any phase of the plat following the completion and acceptance of utilities, drainage facilities, and road base course. No occupancy permits shall be issued until curb & gutter and the binder course of asphalt have been completed. Except that building permits for lots 34 and 35 can be approved provided items “a” through “g” of this section have been satisfied. Occupancy permits for lots 34 and 35 can be issued provided temporary or permanent pavement patch(es) have been placed on Von Kanel Street prior to November 1, 2015.

### Section 3

#### Recreation, Parkland and Open Space

##### 3.01 Parkland Dedication

- (1) An agreement has been reached whereby the Subdivider will provide fee in lieu of land. The fee will be collected prior to the issuance of building permits.

## Section 4

### Security for Performance

#### 4.01 Security To Be Furnished Prior to Start of Construction

- (1) The Subdivider shall not begin construction in the plat until the Subdivider has provided the Village with security in the form of an irrevocable letter of credit or a performance bond, the terms of which have been approved by the Village in writing. The amount of the security shall be 115% of the estimated total cost to complete the required public improvements. The cost estimate is contained in Exhibit B, attached.
- (2) Upon substantial completion of the public improvements required pursuant to this contract, the security shall be reduced to 10% of the total cost of the completed public improvements plus the total cost to complete the unfinished public improvements. Substantial completion of the public improvements occurs at the time the binder coat is installed on all roads to be dedicated or, for required public improvements that do not include a road to be dedicated, at the time that 90% of the public improvements by cost are completed. The Village may require the security for up to 14 months after substantial completion of the public improvements.

#### 4.02 Security to Guarantee Payment and Performance

- (1) The security furnished pursuant to Section 4.01 of this Agreement shall guarantee that construction will be completed in accordance with the schedule established in Section 2.01 of this Contract, that the work will comply with the approved plans and specifications; and that all obligations of the Subdivider to the Village under this Contract and to the contractors, subcontractors, laborers and materialmen will be fully paid and timely met.

#### 4.03 One Year Guarantee Of Finished Work

- (1) The security furnished pursuant to Section 4.01(2) shall be held for a period of 14 months after substantial completion of the public improvements or one (1) year after the required public improvements have been fully completed and accepted by the Village Board, whichever occurs first. The security shall be held to guarantee all required improvements against defects in workmanship and materials. If any defects appear during the one-year period, the Subdivider shall at such time at its expense, install replacements or perform acceptable repairs. In the event that the Subdivider fails to install the required replacements or perform the repairs, the Village may do so and collect the cost thereof from the security.

Section 5  
Miscellaneous Provisions

- 5.01 Indemnification. The subdivider hereby expressly agrees to indemnify and hold the Village and its agents harmless from and against all claims, costs and liability of any kind and nature, for injury or damage received or sustained by any person or entity in connection with, or on account of the performance of work pursuant to this Agreement. Subdivider further agrees to defend and hold harmless the Village or its agents in the event they are named as a defendant in an action concerning the performance of work pursuant to this Agreement.
- 5.02 Bids To Be Reviewed By Village. Only Village approved contractors who submit bids which meet the plans and specifications previously approved by the Village shall be engaged for the installation and construction of the required improvements. The Subdivider may submit a bid and if pre-qualified in accordance with standard Village pre-qualification procedures, may elect to perform all or part of the required improvements.
- 5.03 Awarding Of Contracts For Construction. The Subdivider shall not award any contract for the construction of the required improvements until all bids have been submitted to, reviewed and approved by the Village as meeting the requirements of Section 5.01.
- 5.04 Reimbursable Costs. The subdivider shall reimburse the Village for its actual cost of design, inspection, testing, construction and associated legal and real estate fees for the required public improvements. The Village's costs shall be determined as follows:
- a. The cost of Village employees' time engaged in any way with the required public improvements based on the hourly rate paid to the employee multiplied by a factor determined by the Village representing the Village's costs for expenses, benefits, insurance, sick leave, holidays, overtime, vacation, and similar benefits.
  - b. The cost of Village equipment employed.
  - c. The cost of mileage reimbursed to Village employees which is attributed to the land division.
  - d. The actual cost of Village materials incorporated into the work including transportation costs, plus a restocking and/or handling fee not to exceed 10% of the cost of the materials.
  - e. The cost incurred by the Village in connection with the review and approval of the final plat of subdivision as well as the cost for review and approval of other related documents including deed restrictions.
  - f. All consultant fees, including legal and engineering, associated with the public improvements at the invoiced amount plus administrative costs.
  - g. The sum of 15% of the improvement cost as estimated by the Village engineer shall be deposited with the Village Clerk as an initial payment to partially cover costs. The Village Clerk shall draw against such deposit for

payment of all administrative, engineering, legal and other costs incurred by the Village. If at any time the deposit should be insufficient to reimburse the Village for its expenses, the sub divider shall deposit additional security within fifteen (15) days of notice from the Village Clerk. After completion of improvement, construction and acceptance by Village, the actual costs shall be totaled and the difference, if any, shall be paid by or remitted to the subdivider.

- 5.05 Facilities to be Provided by the Village – The Subdivider will not be responsible for the costs of public improvements outside the boundaries of the subdivision. These facilities include the street, sidewalk, storm sewer, water main, and related work including right-of-way landscaping between East Everest Avenue and the south boundary line of the development. The Village shall install these improvements as a separate public works project with public funds.
- 5.06 Agreement Not Construed As Waiver Of Ordinance. Except as herein specifically provided, nothing set forth in this Contract shall be construed as intended to be a waiver or release of any obligations imposed upon the Subdivider by the Ordinance.
- 5.07 Amendments. The parties may amend this Contract by express mutual written agreement executed by both parties.
- 5.08 Agreement Binding On Heirs and Assigns Of Parties. This Contract shall be binding upon the Subdivider, jointly and severally, upon the Subdivider's personal representatives and heirs, and upon the successors and assigns of all parties hereto.
- 5.09 Assignment Only With Express Written Approval. This Contract shall not be assigned by any party without express written approval of the other parties, which approval shall not be unreasonably withheld.
- 5.10 Definition of Village. The parties agree that at the signing of the Contract the Village Engineer is **Keith Donner**. If he becomes disabled, dies or his employment is terminated for any reason, the Village shall within (30) days thereof designate a representative and vest that person with the authority to act for the Village as the Village Engineer pursuant to this Contract.
- 5.11 Subdivider's Designated Project Manager. The subdivider hereby appoints **Heath Tappe** as the project manager during the construction phase of the installation of these improvements. The project manager shall be available during construction hours on the job site or available by telephone. During non-construction hours, the project manager shall be available for emergency situations at the following telephone number of **715-574-6005**. The mailing address for this construction project shall be as follows: **Denyon Homes, 5309 Schofield Avenue, Weston, WI 54476.**
- 5.12 Engineer of Record and Resident Inspector. The subdivider hereby appoints **Mark Thompson, P.E.** as the engineer for the project. His telephone number is **715-943-7292** and his mailing address is **Marathon Technical Servies, LLC, 404 Franklin Street, Wausau, WI 54403.**

- 5.13 Future Construction Phases. Future construction phases of this plat shall proceed only after execution of a separate agreement or a written amendment regarding construction of each phase and the approval of additional security of other documents as required.
- 5.14 Default. A default is defined herein as the subdivider's breach of, or failure to comply with, the terms of this agreement. The Village reserves the right to draw on a letter of credit or other surety provided hereunder in addition to pursuing any other available remedies, including, but not limited to, stopping all construction in the approved final plat and prohibiting the transfer of sale of lots or not issuing building permits.
- 5.15 Attorney's Fees. If the Village is required to resort to litigation to enforce the terms of this agreement, the subdivider shall pay all Village costs including reasonable attorney's fees and expert witness fees.
- 5.16 Immunity. Nothing contained in this agreement constitutes a waiver of the Village's sovereign immunity
- 5.17 Entire Agreement. This Contract, consisting of fourteen (15) pages is executed in two counterparts, each one of which shall constitute an original for all purpose, contains the entire agreement of the parties and shall not be modified, amended or extended except by express written agreement duly executed by all parties hereto.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this \_\_\_\_ day of \_\_\_\_\_, 2015.

DENYON HOMES

\_\_\_\_\_  
Heath Tappe, President

VILLAGE OF WESTON

By: \_\_\_\_\_  
Barbara J. Ermeling, President

Attest: \_\_\_\_\_  
Sherry L. Weinkauff, Clerk

STATE OF WISCONSIN        )  
  )ss.  
COUNTY OF MARATHON     )

Personally came before me this \_\_\_\_ day of \_\_\_\_\_, 2015, the above-named to me known to be Heath Tappe and the person who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public, State of Wisconsin  
My Commission \_\_\_\_\_

STATE OF WISCONSIN        )  
  )ss.  
COUNTY OF MARATHON     )

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2015, the above named Barbara J. Ermeling, President and Sherry L. Weinkauff, Village Clerk, of the Village of Weston, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public, State of Wisconsin  
My Commission \_\_\_\_\_

EXHIBIT A  
SUBDIVISION PLAT

**EXHIBIT A - "THE PLAT" FOR DEVELOPMENT AGREEMENT  
BETWEEN DENYON HOMES AND VILLAGE OF WESTON**

Lots subject to this agreement are highlighted in YELLOW

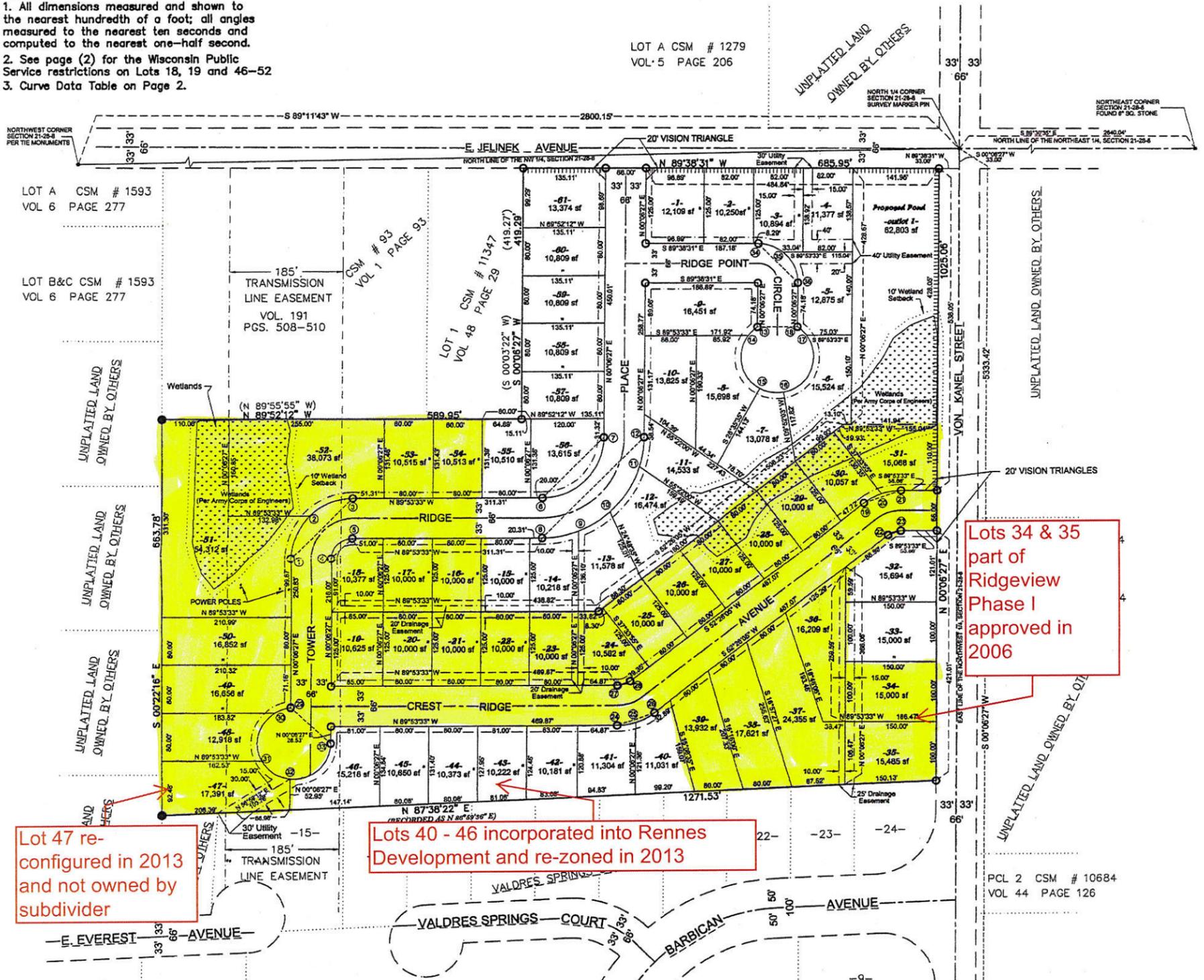
# RIDGEVIEW SUBDIVISION

A SUBDIVISION BEING PART OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 21, TOWNSHIP 28 NORTH, RANGE 8 EAST, VILLAGE OF WESTON, MARATHON COUNTY WISCONSIN.

**NOTES:**

- All dimensions measured and shown to the nearest hundredth of a foot; all angles measured to the nearest ten seconds and computed to the nearest one-half second.
- See page (2) for the Wisconsin Public Service restrictions on Lots 18, 19 and 46-52
- Curve Data Table on Page 2.

LOT A CSM # 1279  
VOL. 5 PAGE 206

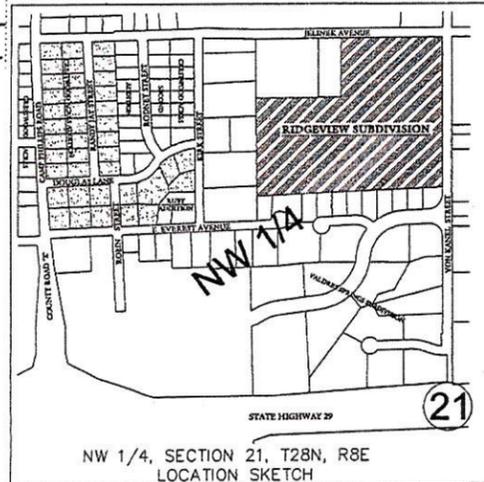


Lot 47 re-configured in 2013 and not owned by subdivider

Lots 40 - 46 incorporated into Rennes Development and re-zoned in 2013

Lots 34 & 35 part of Ridgeview Phase I approved in 2006

REGISTER OF DEEDS  
Marathon County, Wis.  
Received for Record this \_\_\_\_\_ day of \_\_\_\_\_ A.D. \_\_\_\_\_ at \_\_\_\_\_ o'clock \_\_\_\_\_ M. in P.M.  
Cabinet No. \_\_\_\_\_ on page \_\_\_\_\_  
REGISTRAR



**SURVEYOR'S CERTIFICATE**

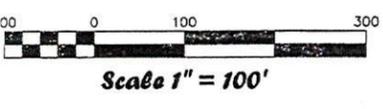
I, Laverne H. Mosher, Registered Land Surveyor, hereby certify:  
That I have surveyed, divided and mapped RIDGEVIEW SUBDIVISION, a subdivision being part of Northeast 1/4 of the Northwest 1/4, located in Section 21, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin, described as follows:  
Commencing at the North 1/4 corner of Section 21, Township 28 North, Range 8 East; Thence S 00° 06' 27" E, 33.00 feet; Thence N 89° 38' 31" W, 33.00 feet to the West Right-of-Way line of Von Kanel Street, said point also being the point of beginning of the parcel to be described; Thence continuing N 89° 38' 31" W along the South Right-of-Way line of Jelinek Avenue, 685.95 feet; Thence S 00° 06' 27" E, 419.29 feet; Thence N 89° 52' 12" W, 589.95 feet; Thence S 00° 22' 16" E, 663.78 feet; Thence N 87° 38' 22" E, 1271.53 feet to the West Right-of-Way line of Von Kanel Street; Thence N 00° 06' 27" E along the West Right-of-Way line of Von Kanel Street, 1025.06 feet to the point of beginning. Parcel contains 25.17 Acres, more or less.  
That I have made such survey, land division and plat by the direction of Foresight Development, LLC; Dean Prohaska, Member.  
That such plat is a correct representation of all exterior boundaries of the land surveyed and the subdivision thereof made.  
That I have fully complied with the provisions of Chapter 236 of the Wisconsin Statutes and the Subdivision Regulations of the Village of Weston in surveying, dividing, mapping and dedicating the same.



There are no objections to this plat with respect to s. 236.15, 236.16, 236.20 and 236.21 (1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.  
Certified \_\_\_\_\_, 2005  
Department of Administration

- LEGEND**
- - FOUND 1.315" O.D. IRON PIPE
  - - SET 1-3/16" O.D. x 30" ROUND IRON BAR, WEIGHING 3.766 LBS./LIN. FT.
  - ALL OTHER LOT CORNERS STAKED WITH 3/4" O.D. x 24" ROUND IRON BAR WEIGHING 1.502 LBS./LIN. FT.
  - UTILITY EASEMENT (TYPICAL EXCEPT WHERE NOTED OTHERWISE)
  - ||||| - DENOTES NO ACCESS (XXX.XX)
  - RECORDED AS

BEARINGS REFERENCED TO THE EAST LINE OF THE NORTHWEST 1/4 OF SECTION 21, TOWNSHIP 28 NORTH, RANGE 8 EAST, RECORDED TO BEAR S 00° 06' 27" W.



Revised this 19th day of April, 2005.  
Dated this 6th day of January, 2005.  
**SHEET 1 OF 2 SHEETS**

DRAFTED BY: A.SCHRAEDER

## EXHIBIT B

# ESTIMATED COST OF PUBLIC IMPROVEMENTS

EXHIBIT B TO RIDGEVIEW DEVELOPMENT AGREEMENT

RIDGEVIEW BID 2015-07-29 , PRE-FINAL VILLAGE APPROVAL

PART 1 - DIVISION A - WASTEWATER SEWERS

7/16/2015

ITEM	DESCRIPTION	UNITS	QTY.	Pre - Bid		JPS		Switlick	
				UNIT PRICE	TOTAL COST	Unit Price	Total Cost	Unit Price	Total Cost
1	Re-excavate sewer trench backfill, re-backfill with proper compaction	Lin. Feet	894	10.50	9,387.00	8.25	7,375.50	13.00	11,622.00
2	Furnish & Install 8X4 in. sch. 40 Wye saddle	Ea.	2	5,000.00	10,000.00	50.00	100.00	150.00	300.00
3	Furnish & Install 4 in. sch. 40 sewer riser with tracer wire	Lin. Feet.	20	19.00	380.00	145.00	2,900.00	30.00	600.00
4	Furnish & Install 4 in. sch. 40 sewer lateral with tracer	Lin. Feet	66	13.00	858.00	145.00	9,570.00	30.00	1,980.00
5	Furnish & Install manhole frame & cover	Ea.	6	400.00	2,400.00	500.00	3,000.00	500.00	3,000.00
6	Final Manhole Adjustment	Ea.	7	200.00	1,400.00	500.00	3,500.00	200.00	1,400.00
7	Performance testing – Clean and TV	Lin. Feet	1,456	2.00	2,912.00	2.50	3,640.00	2.50	3,640.00
8	Performance testing – deflection	Lin. Feet	894	0.50	447.00	1.50	1,341.00	1.00	894.00
SUBTOTAL PART 1 -S EWER					27,784.00		31,426.50		23,436.00

PART 1 - DIVISION B - WATER MAINS

ITEM	DESCRIPTION	UNITS	QTY.	UNIT PRICE	TOTAL COST	JPS		Switlick	
						Unit Price	Total Cost	Unit Price	Total Cost
1	Furnish & Install 6 inch DI fire hydrant lead	Lin. Feet	10	50.00	500.00	76.75	767.50	40.00	400.00
2	Furnish & Install 8 inch DI water main, with initial bedding and backfill	Lin. Feet	85	35.00	2,975.00	51.90	4,411.50	40.00	3,400.00
3	Furnish & Install 6 in. RW gate valve w/box	Ea.	1	1,300.00	1,300.00	1,200.00	1,200.00	1,500.00	1,500.00
4	Replace existing valve boxes	Ea.	3	300.00	900.00	410.00	1,230.00	600.00	1,800.00
5	Final Valve Box Adjustment	Ea.	11	50.00	550.00	100.00	1,100.00	200.00	2,200.00
6	Salvage & re-install 8 ft. bury fire hydrant	Ea.	1	1,500.00	1,500.00	2,500.00	2,500.00	1,300.00	1,300.00
7	Furnish & Install 8 in. 11.25 bend	Ea.	1	300.00	300.00	215.00	215.00	400.00	400.00
8	Furnish & Install 8 in. 22.5 bend	Ea.	1	300.00	300.00	228.00	228.00	400.00	400.00
9	Furnish & Install 8x8x6 tee	Ea.	1	300.00	300.00	327.00	327.00	500.00	500.00
10	Furnish & Install 1 in. copper water service group	Ea.	2	600.00	1,200.00	250.00	500.00	400.00	800.00
11	Furnish & Install 1 in. copper service	Lin. Feet	82	20.00	1,640.00	36.00	2,952.00	30.00	2,460.00
12	Furnish & Install 4 in. thick insulation	Sq. foot	16	3.00	48.00	6.00	96.00	2.00	32.00
13	Performance testing – Pressure, Bac-T and continuity on new 8” WM extension	Lump sum	1	700.00	700.00	500.00	500.00	1,000.00	1,000.00
14	Performance testing –Bac-T and continuity on existing 8” WM	Lump Sum	1	3,000.00	3,000.00	1,150.00	1,150.00	2,000.00	2,000.00
15	Shorten Existing hydrant leads to avoid conflicts with sidewalk	Each	3	1,500.00	4,500.00	1,250.00	3,750.00	1,500.00	4,500.00
SUBTOTAL PART 1 - WM					19,713.00		20,927.00		22,692.00

PART 1 - DIVISION C – STORM SEWERS

ITEM	DESCRIPTION	UNITS	QTY.	UNIT PRICE	TOTAL COST	JPS		Switlick	
						Unit Price	Total Cost	Unit Price	Total Cost
1	Furnish & Install 18 inch RCP culvert	Lin. feet	33	75.00	2,475.00	49.00	1,617.00	44	1452
2	Furnish & Install 18 inch apron end wall w/ trash guard	Each	1	400.00	400.00	1,367.00	1,367.00	1800	1800
3	Furnish & Install 12 inch RCP catch basin leads	Lin. feet	88	40.00	3,520.00	55.75	4,906.00	40	3520
8	Furnish & Install Type 3 inlet box	Ea.	2	1,100.00	2,200.00	1,058.00	2,116.00	1600	3200
9	Furnish & Install Type H inlet frame & grate	Ea.	11	400.00	4,400.00	500.00	5,500.00	5.5	60.5
10	Furnish & Install Type FF filter fabric on inlets	Ea.	13	40.00	520.00	75.00	975.00	20	260
11	Clean & TV storm sewer	Lin. Feet	1420	2.00	2,840.00	2.50	3,550.00	2	2840
SUBTOTAL PART 1 - STORM					16,355.00		20,031.00		13,132.50

PART 1 - DIVISION D - SITE WORK

ITEM	DESCRIPTION	UNITS	QTY.	UNIT PRICE	TOTAL COST	JPS		Switlick	
						Unit Price	Total Cost	Unit Price	Total Cost
1	Payment/Performance Bond	Lump Sum	1	1,000.00	1,000.00	1.00	1.00	8,000.00	8,000.00
2	Furnish & Install silt fence	Lin. feet	1100	2.50	2,750.00	2.00	2,200.00	2.00	2,200.00
3	Furnish & Install tracking pad	Ea	1	500.00	500.00	1,500.00	1,500.00	700.00	700.00
4	Erosion Control Maintenance & DNR Log	Weeks	40	50.00	2,000.00	50.00	2,000.00	50.00	2,000.00
5	Saw Cut Existing Pavement	Lin. Feet	80	4.00	320.00	10.00	800.00	3.00	240.00
6	Grade ROW & backslope to subgrade	Station	17	500.00	8,500.00	1,300.00	22,100.00	1,500.00	25,500.00
7	Furnish & Install 12" CABC	Cu. Yds	2,500	18.00	45,000.00	20.50	51,250.00	24.00	60,000.00
8	Furnish & Install 8" CABC driveway apron and driveway sidewalk	Cu. Yds.	220	18.00	3,960.00	24.50	5,390.00	24.00	5,280.00
9	Furnish & Install 6" CABC sidewalks	Cu. Yds.	280	18.00	5,040.00	28.00	7,840.00	24.00	6,720.00
10	Furnish & Install 24" concrete curb/gutter with driveway cuts	Lin. Ft.	3,500	10.00	35,000.00	9.00	31,500.00	10.50	36,750.00
11	Furnish & Install 4" sidewalks	Sq. Ft.	15,000	3.50	52,500.00	3.00	45,000.00	4.00	60,000.00
12	Furnish & Install 6" sidewalk driveway section	Sq. Ft.	2,400	4.50	10,800.00	4.20	10,080.00	4.50	10,800.00
13	Furnish & Install 6" driveway apron	Sq. Ft.	6,600	4.50	29,700.00	4.20	27,720.00	4.50	29,700.00
14	Furnish & Install 24"x30" detectable warning field	Each	10	300.00	3,000.00	210.00	2,100.00	300.00	3,000.00
15	Furnish & Install 3" Bit. Pavement	Tons	1,000	80.00	80,000.00	71.35	71,350.00	70.00	70,000.00
16	Pavement Sweep & tack	Lump Sum	1	500.00	500.00	1,470.00	1,470.00	1,500.00	1,500.00
17	Restoration between sidewalk and curb	Sq. Yds.	4,300	3.00	12,900.00	4.20	18,060.00	5.00	21,500.00
18	Furnish & Install Street Trees	Each	40.00	150.00	6,000.00	525.00	21,000.00	200.00	8,000.00
19	Remove Erosion Control devices	Lump Sum	1.00	100.00	100.00	500.00	500.00	1,000.00	1,000.00
20	Furnish & Install 24" mountable curb at Traffic Circle	Lin. Feet	90.00	15.00	1,350.00	23.10	2,079.00	36.00	3,240.00
21	Furnish & Install 12" CABC in Traffic Circle	Cu. Yds.	20.00	18.00	360.00	28.00	560.00	30.00	600.00
22	Furnish & Install 6" concrete in Traffic Circle	Sq. Yds.	450.00	4.50	2,025.00	6.30	2,835.00	5.00	2,250.00
		SUBTOTAL PART 1 - SITE			303,305.00		327,335.00		358,980.00
		SUBTOTAL PART 1 A-D			367,157.00		399,719.50		418,240.50

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

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REQUEST FROM: **KEITH DONNER, DIRECTOR OF PUBLIC WORKS AND UTILITIES**

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ITEM DESCRIPTION: **DEVELOPMENT AGREEMENT WITH REEDY BUILDERS, LLC, FOR CONSTRUCTION OF ANASTASIA DRIVE**

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DATE/MTG: **PROPERTY & INFRASTRUCTURE, MONDAY, SEPTEMBER 8, 2015  
PLAN COMMISSION, SEPTEMBER 14, 2015  
BOARD OF TRUSTEES, MONDAY, SEPTEMBER 21, 2015**

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POLICY QUESTION: Should the Board of Trustees approve a development agreement with Reedy Builders, LLC, for the construction of Anastasia Drive, a proposed public street to serve lots to be created by Certified Survey Map south of Shorey Avenue?

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RECOMMENDATION TO: I make a motion that the Board of Trustees approves the development agreement with Reedy Builders, LLC, for the construction of Anastasia Drive.

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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"/> <b>Expenditure</b>             | <input type="checkbox"/> Procedure | <input type="checkbox"/> Resolution   |
- 
- 

FISCAL IMPACT ANALYSIS:

- Budget Line Item: \_\_\_\_\_
- Budgeted Expenditure: \_\_\_\_\_
- Budgeted Revenue: \_\_\_\_\_
- 
- 

STATUTORY / RULEMAKING / POLICY REFERENCES:

- WI Statute: \_\_\_\_\_
- WI Administrative Code: \_\_\_\_\_
- Case Law / Legal: \_\_\_\_\_
- Municipal Code: Chapter 74, Subdivision Regulations
- Municipal Rules: \_\_\_\_\_
- 
- 

PRIOR REVIEW: **Village Legal Counsel, Matt Yde**

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BACKGROUND: The Village's standard development agreement was reviewed earlier this year by legal counsel Matt Yde. His comments regarding the agreement were articulated in correspondence dated June 16, 2015, and addition comments dated September 3, 2015. The agreement reflects edits consistent with Attorney Yde's recommendations.

- Supplemental Briefer for Agenda Items under Consideration
- Attachments

June 16, 2015

VIA EMAIL ONLY  
[kdonner@westonwi.gov](mailto:kdonner@westonwi.gov)  
Keith Donner  
Village of Weston

Re:

Dear Keith:

You asked me to review the current Village Development Agreement and determine whether the Agreement should be replaced and/or updated. My analysis and recommendations are below.

PRE-DEVELOPMENT AGREEMENT FOR PRELIMINARY PLAT

The Village may want to consider using a pre-development agreement to require a developer to pay for all of the administrative costs incurred by the Village for processing, studying and reviewing the preliminary plat or map, including legal and engineering service costs in connection with this review. These agreements typically require the developer to deposit with the municipal clerk/treasurer a cash deposit, cashier's check, or irrevocable letter of credit in the amount that the Village thinks the review services will likely cost. If the amount is insufficient to pay all of the expenses, the Developer agrees to deposit additional amounts. If there is any amount remaining after all administrative costs have been paid, the balance is returned to the developer. These agreements typically indicate that the preliminary plat or map will be approved, approved conditionally, or rejected within 90 days of submission.

Please let me know if you would like me to provide you with a sample pre-development agreement.

SUBDIVIDER DEVELOPMENT AGREEMENT

The Village's form contract for subdivision improvements is thorough and well-drafted. Based on the discussion during our last roundtable meeting, I will revise the agreement to add sidewalks to be completed at the same time as curb and gutter. Additional provisions that may be appropriate to add to the existing agreement, depending on the facts, are as follows:

1. Indemnification. The subdivider hereby expressly agrees to indemnify and hold the Village and its agents harmless from and against all claims, costs and liability of any kind and nature, for injury or damage received or sustained by any person or entity in connection with, or on account of the performance of work pursuant to this Agreement. Subdivider further agrees to defend and hold harmless the Village or its agents in the event they are named as a defendant in an action concerning the performance of work pursuant to this Agreement.
2. Landscaping. The subdivider shall landscape all right-of-way and public land with top

soil, seed and mulch.

3. Reimburse Costs. The sub divider shall reimburse the Village for its actual cost of design, inspection, testing, construction and associated legal and real estate fees for the required public improvements. The Village's costs shall be determined as follows:
  - a. The cost of Village employees' time engaged in any way with the required public improvements based on the hourly rate paid to the employee multiplied by a factor determined by the Village representing the Village's costs for expenses, benefits, insurance, sick leave, holidays, overtime, vacation, and similar benefits.
  - b. The cost of Village equipment employed.
  - c. The cost of mileage reimbursed to Village employees which is attributed to the land division.
  - d. The actual cost of Village materials incorporated into the work including transportation costs, plus a restocking and/or handling fee not to exceed \_\_\_\_\_% of the cost of the materials.
  - e. The cost incurred by the Village in connection with the review and approval of the final plat of subdivision as well as the cost for review and approval of other related documents including deed restrictions.
  - f. All consultant fees, including legal and engineering, associated with the public improvements at the invoiced amount plus administrative costs.
  - g. The sum of \_\_\_\_\_ % of the improvement cost as estimated by the Village engineer shall be deposited with the Village Clerk as an initial payment to partially cover costs. The Village Clerk shall draw against such deposit for payment of all administrative, engineering, legal and other costs incurred by the Village. If at any time the deposit should be insufficient to reimburse the Village for its expenses, the sub divider shall deposit additional security within fifteen (15) days of notice from the Village Clerk. After completion of improvement, construction and acceptance by Village, the actual costs shall be totaled and the difference, if any, shall be paid by or remitted to the subdivider.
4. Subdivider's designated project manager. The subdivider hereby appoints \_\_\_\_\_ as the project manager during the construction phase of the installation of these improvements. The project manager shall be available during construction hours on the job site or available by telephone. During non-construction hours, the project manager shall be available for emergency situations at the following telephone number of \_\_\_\_\_. The mailing address for this construction project shall be as follows:
5. Engineer of Record and Resident Inspector. The subdivider hereby appoints \_\_\_\_\_

as the engineer for the project. His telephone number is \_\_\_\_\_ and his mailing address is \_\_\_\_\_.

6. Future Construction Phases. Future construction phases of this plat shall proceed only after execution of a separate agreement or a written amendment regarding construction of each phase and the approval of additional security of other documents as required.
7. Default. A default is defined herein as the subdivider's breach of, or failure to comply with, the terms of this agreement. The Village reserves the right to draw on a letter of credit or other surety provided hereunder in addition to pursuing any other available remedies, including, but not limited to, stopping all construction in the approved final plat and prohibiting the transfer of sale of lots or not issuing building permits.
8. Attorney's Fees. If the Village is required to resort to litigation to enforce the terms of this agreement, the subdivider shall pay all Village costs including reasonable attorney's fees and expert witness fees.
9. Immunity. Nothing contained in this agreement constitutes a waiver of the Village's sovereign immunity.

Please give me your feedback on the above.

Very truly,



Matthew E. Yde  
Strasser & Yde, S.C.

MEY:jmz

cc: Daniel Guild

September 3, 2015

VIA EMAIL ONLY

[kdonner@westonwi.gov](mailto:kdonner@westonwi.gov)

Keith Donner  
Village of Weston

Re: Development Agreements

Dear Keith:

As we discussed, I am revising the security portion of the Development Agreements based on changes to Wis. Stat. § 236.13. The following changes were made with respect to security for public improvements:

1. The maximum amount of security that we can require at the commencement of a project is 120% of the estimated total cost to complete the required public improvements;
2. The sub-divider is given an option whether to execute a performance bond or whether to provide a letter of credit to satisfy our requirement for security;
3. We may not require the sub-divider to provide security for more than 14 months after the date the public improvements are substantially completed;
4. Upon substantial completion of the public improvements, we cannot require as security more than the amount equal to the total cost to complete any uncompleted public improvements plus 10% of the total cost of the completed public improvements;
5. Public improvements are considered to be substantially completed at the time the binder code is installed on the roads to be dedicated or, if the required public improvements do not include a road, at the time that 90% of the public improvements by cost are completed.

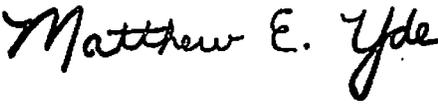
Since the sub-divider now has the choice to execute a performance bond, we need to make sure that the performance bond provides the Village with adequate protection. Since the security expires 14 months after substantial completion, it will be important for us to make certain the sub-divider completes the public improvements in a timely fashion and we have inspected the public improvements well in advance of the 14 month expiration so there is sufficient security for warranty work.

Because sub-dividers can now chose the bond option, it was recommended at the League of Wisconsin Municipalities conference that municipalities should amend their land division and development ordinance to require all developers to complete all public improvements within their development projects prior to the municipality approving the final plat unless the developers agree to provide a letter of credit as a financial guarantee that the public improvements will be properly completed.

Based on the above changes, I have modified the security portion of the agreement. Please review my proposed change and provide me with your feedback.

Keith Donner  
September 3, 2015  
Page 2 of 2

Very truly,

A handwritten signature in black ink that reads "Matthew E. Yde". The signature is written in a cursive style with a large, prominent 'M' and a stylized 'Yde'.

Matthew E. Yde  
Strasser & Yde, S.C.

MEY:jmz

cc: Daniel Guild

CONTRACT FOR SUBDIVISION IMPROVEMENTS  
 IN THE PLAT OF ANASTASIA DRIVE  
 VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN  
 STREETS, STORM SEWERS AND DRAINAGE

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CONTRACT FOR SUBDIVISION IMPROVEMENTS  
IN THE PLAT OF ANASTASIA DRIVE  
VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN

This Agreement executed in three (3) original counterparts is entered into as of this \_\_\_ day of \_\_\_\_\_, 2015, by and between **Reedy Builders, LLC**, hereinafter referred to as the "Subdivider," and the **Village of Weston** hereinafter referred to as the "Village."

WITNESSETH

WHEREAS, the Subdivider desires Village approval of a land division through a Certified Survey Map including dedication of a proposed public street right-of-way to be named "Anastasia Drive," hereinafter referred to as the "Plat;" (See Exhibit A attached); and

WHEREAS, the General Code of Ordinances of the Village of Weston, hereinafter referred to as the "Ordinance," requires among other things, that as a condition of plat approval the Subdivider agrees to make and install all necessary public improvements, including, lot stakes, standard street improvements and utilities and that said improvements be constructed by the Subdivider to Village standards and dedicated to the Village without cost to the Village; and

WHEREAS, the Ordinance also requires that as a condition of plat approval adequate park area be dedicated to the Village or that certain fees be paid to the Village in lieu of such dedication.

NOW, THEREFORE, in consideration of the mutual covenants hereinafter set forth, the approval of the Plat by the Village, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby mutually agree as follows:

## Section 1

### Required Improvements

#### 1.01 Standard Street Improvements (Bituminous Pavement, Curb & Gutter)

- (1) The Subdivider shall install and dedicate, without cost, to the Village, except as hereinafter provided, and in accordance with the schedule set forth in Section 2.01 of this Agreement, standard street improvements including crushed stone base and bituminous surface course, on all streets in the Plat in accordance with the provisions of the Ordinance. Street plan and profile drawings shall be drawn at a scale of 1" = 20 feet Horizontal and 1" = 4 feet Vertical for 24" X 36" drawings and 1" = 40 feet Horizontal and 1" = 8 feet Vertical for 11" X 17" drawings. Cross sections shall be provided at not greater than 50-foot intervals and at street intersections. Cross sections showing existing and proposed centerline and earthwork estimates shall be drawn at a scale of 1" = 5 feet Horizontal and Vertical for 24" by 36" drawings and 1" = 10 feet Horizontal and Vertical for 11" X 17" drawings. Standard street cross sections shall be included in the detail drawings. Plan/profile drawings shall include existing and proposed centerline elevations, centerline grades, horizontal and vertical curve data, etc. Plans shall be submitted, in triplicate, to and approved by the Village prior to commencement of construction.
- (2) All street work required by Section 1.01(1) of this agreement, shall be inspected, and if built in accordance with the street plans, specifications, and profile, shall be approved by the Village. The pavement binder and surface courses shall be inspected and, if built in accordance with the plans, specifications, and profile, approved by the Village. Installation of the binder and surface course shall be in accordance with the phased scheduling of the development. The Village approval shall be completed prior to acceptance by the Village for public use and sale of any lot in the Plat.
- (3) As a condition of the Village allowing the subdivider to install at subdivider's sole standard street improvements, Subdivider agrees to the following conditions in this agreement:
  - a. Subdivider shall use only contractors approved by the Village.
  - b. Project inspections conducted by an independent inspector, hired by the Village, paid for by the Subdivider with frequency of inspection as solely determined by the Village.
  - c. The Village shall have the right to halt construction if the Village determines that Subdivider or Subdivider's contractor is not following approved project specifications.
  - d. Follow all project specifications as approved by the Village unless Village approves in writing any and all changes.

- (4) Following construction, testing and acceptance the Subdivider shall complete construction record drawings. One set of drawings in a CADD format and one set of reproducible mylars in 24" X 36" size at the scales described in Section 1.01(1) shall be provided to the Village. Record drawings do not need to include cross sections but the CADD files shall include the proposed cross sections. Record drawings shall include a summary of street length with base course quantities and asphalt quantities. The streets shall be cleaned after the completion of construction and prior to acceptance by the Village. Without cost to the Village the following testing shall be required on street construction work:
  - a. Where conditions dictate, soil borings at all sanitary sewer manhole locations to determine if bedrock is expected and to include sieve analysis, Modified Proctor tests, and pavement design.
  - b. Density testing of subgrade and base course at intervals specified by the Village shall demonstrate compaction of at least 95% of the maximum dry density at optimum moisture using the Modified Proctor method.
  - c. Nuclear density testing of the asphalt binder and wear surface at intervals specified by the Village.
  - d. Air, slump, and compressive strength tests on each load or partial load of concrete.
- (5) Street construction undertaken after November 1, or prior to April 15 of any year shall not be eligible for final approval prior to the expiration of six (6) months from the date of last construction. The Village may extend the November 1 construction date up to 20 days by written approval filed with the Village Zoning Office if the Engineer determines that weather conditions are favorable.
- (6) The Subdivider shall furnish, install and maintain barricades and signs at all points where new right-of-ways extend to or from, or intersect with existing right-of-ways, at all street ends, and at such other places within the plat or outside the plat specifically related thereto as the Village may direct. All such barricades and signs shall conform to the Federal Uniform Traffic Sign Manual.
- (7) The Subdivider shall be responsible for the Village's costs to construct and place street name and traffic control signs within the plat.

## 1.02 Storm Sewers and Drainage Facilities

- (1) The Subdivider shall submit, in triplicate, to the Village for review and approval, plans and specifications for storm water drainage facilities and curb and gutter, including as necessary, storm sewers and appurtenances, drainage ways, detention ponds, detention/retention ponds and green ways in the Plat. Underground storm sewer shall be installed wherever possible. Such plans shall indicate, at a minimum, storm sewer locations, inlets, phased construction, rip-rapping into and out of basins, outlet design and type, computations of inflow-outflow capacity. Drainage

facilities shall be designed to convey a ten (10) year storm event within under-ground pipe. Discharge from the entire Plat shall not exceed the pre-developed rate. The Village shall promptly review such plans and specifications and if they meet generally accepted engineering standards for such facilities, shall approve them subject to DNR and/or Corp. of Engineers approval. The developer shall be responsible for receiving approval for any required DNR and/or Corp. of Engineers storm water management and/or wetland permits necessary prior to construction of the storm water facilities.

- (2) Subdivider shall install storm water facilities complete with appurtenances thereto throughout the Plat without cost to the Village in accordance with approved plans and specifications and the schedule set forth in Section 2.01 of this Agreement.
- (3) Drainage easements within the Plat shall be dedicated to the Village. Such easements shall be sufficient to handle stormwater outflow from the Plat. All such easements shall be accompanied by a certificate of a registered professional engineer stating that the area dedicated to the Village when added to other existing public stormwater transmission facilities is sufficient to handle outflow water in accordance with standard set forth in paragraph 1.02 (1) above.
- (4) The plans prepared in accordance with Section 1.01 (1), 1.02 (1) and the record drawings prepared in accordance with Section 1.01(4) shall include storm sewer schedules showing structure inverts, flow lines, pipe sizes and materials, and structure locations referenced to project stationing. All pipes and manholes shall be cleaned of sediment and debris at the completion of construction. Without cost to the Village the following testing shall be required on all storm sewer mains, inlet laterals, and culvert pipes:
  - a. Deflection on any plastic pipes (Mandrel 5%)
  - b. Cleaning
  - c. Televising

### 1.03 Grading

- (1) Subdivider shall submit, in triplicate, to the Village for review and approval, grading plans, of a size and scale as described in Section 1.01(1), and specifications to provide positive drainage of the Plat. Grading plans shall include existing and proposed cross sections of the overall property. Engineer shall promptly review and approve the plans and specifications and, if they are in accordance with generally accepted engineering standards for road grading, shall approve them.
- (2) After approval of the plans and specifications by the Village, Subdivider shall, without cost to the Village in accordance with the schedule set forth in Section 2.01 of this Agreement, grade the Plat in accordance with the approved plans and specifications.

1.04 Erosion Control

- (1) The Subdivider shall submit in triplicate, plans and specifications for erosion control in the Plat to the Village for review and approval.
- (2) After the review and approval of plans and specifications by the Village and before any land surface disturbances are made in the Plat, Subdivider shall, without cost to the Village, provide all erosion control measures in accordance with the approved plans and specifications and in compliance with Department of Natural Resources permit requirements.
- (3) Temporary basins, stone weepers, sediment netting and similar erosion control devices shall be installed by Subdivider during construction in accordance with generally accepted erosion control standards, unless other or lesser erosion control measures are approved by the Village. All temporary devices shall be maintained by the Subdivider.
- (4) Before constructing any temporary device, the Subdivider shall file plans with the Village for approval. The Village shall promptly review the plans and if they are in accordance with generally accepted erosion control standards, shall approve them. No erosion control facility shall be constructed by the Subdivider unless approved by the Engineer.
- (5) If the method of erosion control fails, the Subdivider shall as soon as reasonably possible clean up the materials which have been displaced and repair or replace the method of control which has failed. At the discretion of the Village, the Subdivider may be required to clean up the materials which have been displaced and repair or replace the failed method of control prior to construction of additional improvements to the Plat.
- (6) Subdivider shall be responsible for delivering to the Village a clean and functional storm drainage system free from sediment and/or other debris.

1.05 Electric, Communications and Gas Facilities

- (1) Prior to commencing construction of all required electric, gas and communication utilities, the utility or Subdivider shall submit the construction schedule, plans and specifications therefore, to the Village for review and approval and shall furnish proof that such arrangements as may be required under applicable rates and rules filed with the Wisconsin Public Service Commission, have been made with the owner or owners of the utility lines or services for placing their respective facilities underground. The Village shall promptly review the plans and specifications and, if they conform to generally accepted standards for installation of same, shall approve same.
- (2) All new electric distribution lines (excluding lines of 12,000 volts or more), all new telephone lines from which lots are individually served, all new television cables and service installed within the plat shall be underground unless a waiver is obtained

from the Village Planning Commission.

- (3) Street Lighting. The Village and Police and Fire Commission shall establish the minimum number of street lights required for safety concerns. These locations shall be shown by the Subdivider and/or electric company on plans.
- (4) The Subdivider shall pay for any installation costs and operation and maintenance cost for each light for the balance of the year of installation.
- (5) Where the electric and communications facilities are to be installed underground, the utility easement shall be graded to within six (6) inches of final grade by the Subdivider, prior to the installation of such facilities, and earth fill, piles or mounds of dirt shall not be stored on such easement areas. Utility facilities when installed on utility easements, whether overhead or underground, shall not disturb any monumentation in the plat.
- (6) Associated equipment and facilities which are appurtenant to underground electric and communications systems, such as but not limited to, substations, pad-mounted transformers, pad-mounted sectionalizing switches and above-grade pedestal-mounted terminal boxes may be located above ground.
- (7) Temporary overhead facilities may be installed to serve a construction site or where necessary because of severe weather conditions. In the latter case, within a reasonable time after weather conditions have moderated or upon completion of installation of permanent underground facilities, such temporary facilities shall be replaced by underground facilities and the temporary facilities removed unless an exception is granted by the Village Planning Commission.
- (8) All underground utilities in street right-of-ways shall be installed prior to construction of street improvements. Provision must be made for mechanical compaction of all underground utility ditches or trenches situated within a street right-of-way.

1.06 Sanitary Sewers, Laterals and Appurtenances – **NOT APPLICABLE**

1.07 Water Mains, Services and Appurtenances – **NOT APPLICABLE**

1.08 Right-of-Way Landscaping

- (1) Street tree planting shall be accomplished in accordance with Section 90.103 of the Village Municipal Code. Due to right-of-way constraints, the presence of existing trees and unknown driveway future driveway placement, street tree planting requirements must be satisfied by preserving or planting trees within a 10 foot strip of property adjacent to the street right-of-way in accordance with Section 94.11.02 of the Village of Weston Municipal Code.
  - (2) Subdivider shall landscape all right-of-way and public land with topsoil, seed and mulch.

## Section 2

### Construction Schedule

2.01 Public Improvements. Subdivider shall make and install all required public improvements in the Plat in accordance with the following schedule:

- (1) Sanitary Sewer and Water:
  - a. Not Applicable.
- (2) Road Construction:
  - a. Gravel Base: Installation shall be commenced at such time as the utilities are installed and approved by the Village. Completion shall be no later than fifteen (15) days after commencement. Maintenance of the road shall be the subdivider's responsibility until the final lift of asphalt is placed.
  - b. Curb & Gutter and Sidewalk
    - a. Not Applicable. On-street pavement accommodations will be provided per plan approval. Striping to be completed no later than October 1, 2015.
  - c. Bituminous Binder and Wear Surface:
    - a. Completion shall be no later than October 15, 2015. Placement of the wear surface will not be deferred over the winter.
- (3) Right-of-Way Landscaping
  - a. Completion shall occur as individual home sites are developed.

2.02 Commencement of Construction

- (1) Subdivider shall not receive approval for the construction of homes in any phase of the Plat prior to the time that:
  - a. Copies of all contracts for the construction and installation of the required improvements have been filed with the Village.
  - b. A proposed construction schedule for the required improvements has been submitted to, reviewed, and approved by the Village. (Note: Execution of this contract by the Village constitutes approval by the Engineer).
  - c. A copy of this Contract, duly executed by the Subdivider and the Village, has been filed in the office of the Village Planner/Zoning Administrator.
  - d. The required security described in Section 4 has been received and approved in writing by the Village.

- e. Approvals (as necessary) from the Village of Weston, Rib Mountain Metropolitan Sewerage District, Wisconsin Department of Natural Resources, Marathon County and U.S. Army Corps of Engineers have been granted and written evidence provided to the Village.
- f. All required fees imposed under the Ordinance and this Contract have been deposited with the Village Clerk.
- g. The parties agree that certain preliminary work can proceed prior to all approvals being received upon the written approval of specific work by the Village Engineer.
- h. The Village will consider issuing building permits in any phase of the plat following the completion and acceptance of utilities, drainage facilities, and road base course. No occupancy permits shall be issued until all public improvements have been completed.

### Section 3

#### Recreation, Parkland and Open Space

##### 3.01 Parkland Dedication

- (1) An agreement has been reached whereby the Subdivider will provide fee in lieu of land. The fee will be collected prior to the issuance of building permits.

## Section 4

### Security for Performance

#### 4.01 Security To Be Furnished Prior to Start of Construction

- (1) The Subdivider shall not begin construction in the plat until the Subdivider has provided the Village with security in the form of an irrevocable letter of credit or a performance bond, the terms of which have been approved by the Village in writing. The amount of the security shall be 115% of the estimated total cost to complete the required public improvements. The cost estimate is contained in Exhibit B, attached.
- (2) Upon substantial completion of the public improvements required pursuant to this contract, the security shall be reduced to 10% of the total cost of the completed public improvements plus 115% of the total cost to complete the unfinished improvements. Substantial completion of the public improvements occurs at the time the binder coat is installed on all roads to be dedicated or, for required public improvements that do not include a road to be dedicated, at the time that 90% of the public improvements by cost are completed. The Village may require the security for up to 14 months after substantial completion of the public improvements.

#### 4.02 Security to Guarantee Payment and Performance

- (1) The security furnished pursuant to Section 4.01 of this Agreement shall guarantee that construction will be completed in accordance with the schedule established in Section 2.01 of this Contract, that the work will comply with the approved plans and specifications; and that all obligations of the Subdivider to the Village under this Contract and to the contractors, subcontractors, laborers and materialmen will be fully paid and timely met.

#### 4.03 One Year Guarantee Of Finished Work

- (1) The security furnished pursuant to Section 4.01(2) shall be held for a period of 14 months after substantial completion of the public improvements or one (1) year after the required public improvements have been fully completed and accepted by the Village Board, whichever occurs first. The security shall be held to guarantee all required improvements against defects in workmanship and materials. If any defects appear during the one-year period, the Subdivider shall at such time at its expense, install replacements or perform acceptable repairs. In the event that the Subdivider fails to install the required replacements or perform the repairs, the Village may do so and collect the cost thereof from the security.

Section 5  
Miscellaneous Provisions

- 5.01 Indemnification. The Subdivider hereby expressly agrees to indemnify and hold the Village and its agents harmless from and against all claims, costs and liability of any kind and nature, for injury or damage received or sustained by any person or entity in connection with, or on account of the performance of work pursuant to this Agreement. Subdivider further agrees to defend and hold harmless the Village or its agents in the event they are named as a defendant in an action concerning the performance of work pursuant to this Agreement.
- 5.02 Bids To Be Reviewed By Village. Only Village approved contractors who submit bids which meet the plans and specifications previously approved by the Village shall be engaged for the installation and construction of the required improvements. The Subdivider may submit a bid and if pre-qualified in accordance with standard Village pre-qualification procedures, may elect to perform all or part of the required improvements.
- 5.03 Awarding Of Contracts For Construction. The Subdivider shall not award any contract for the construction of the required improvements until all bids have been submitted to, reviewed and approved by the Village as meeting the requirements of Section 5.01.
- 5.04 Reimbursable Costs. The Subdivider shall reimburse the Village for its actual cost of design, inspection, testing, construction and associated legal and real estate fees for the required public improvements. The Village's costs shall be determined as follows:
- a. The cost of Village employees' time engaged in any way with the required public improvements based on the hourly rate paid to the employee multiplied by a factor determined by the Village representing the Village's costs for expenses, benefits, insurance, sick leave, holidays, overtime, vacation, and similar benefits.
  - b. The cost of Village equipment employed.
  - c. The cost of mileage reimbursed to Village employees which is attributed to the land division.
  - d. The actual cost of Village materials incorporated into the work including transportation costs, plus a restocking and/or handling fee not to exceed 10% of the cost of the materials.
  - e. The cost incurred by the Village in connection with the review and approval of the final plat of subdivision as well as the cost for review and approval of other related documents including deed restrictions.
  - f. All consultant fees, including legal and engineering, associated with the public improvements at the invoiced amount plus administrative costs.
  - g. The sum of 15% of the improvement cost as estimated by the Village engineer shall be deposited with the Village Clerk as an initial payment to partially cover costs. The Village Clerk shall draw against such deposit for

payment of all administrative, engineering, legal and other costs incurred by the Village. If at any time the deposit should be insufficient to reimburse the Village for its expenses, the sub divider shall deposit additional security within fifteen (15) days of notice from the Village Clerk. After completion of improvement, construction and acceptance by Village, the actual costs shall be totaled and the difference, if any, shall be paid by or remitted to the Subdivider.

- 5.05 Facilities to be Provided by the Village – None
- 5.06 Agreement Not Construed As Waiver Of Ordinance. Except as herein specifically provided, nothing set forth in this Contract shall be construed as intended to be a waiver or release of any obligations imposed upon the Subdivider by the Ordinance.
- 5.07 Amendments. The parties may amend this Contract by express mutual written agreement executed by both parties.
- 5.08 Agreement Binding On Heirs and Assigns Of Parties. This Contract shall be binding upon the Subdivider, jointly and severally, upon the Subdivider's personal representatives and heirs, and upon the successors and assigns of all parties hereto.
- 5.09 Assignment Only With Express Written Approval. This Contract shall not be assigned by any party without express written approval of the other parties, which approval shall not be unreasonably withheld.
- 5.10 Definition of Village. The parties agree that at the signing of the Contract the Village Engineer is **Keith Donner**. If he becomes disabled, dies or his employment is terminated for any reason, the Village shall within (30) days thereof designate a representative and vest that person with the authority to act for the Village as the Village Engineer pursuant to this Contract.
- 5.11 Subdivider's Designated Project Manager. The subdivider hereby appoints **Chris Reedy** as the project manager during the construction phase of the installation of these improvements. The project manager shall be available during construction hours on the job site or available by telephone. During non-construction hours, the project manager shall be available for emergency situations at the following telephone number of **715-573-8421**. The mailing address for this construction project shall be as follows: **Reedy Builders, LLC, 5907 Shorey Avenue, Weston, WI 54476**.
- 5.12 Engineer of Record and Resident Inspector. The subdivider hereby appoints **Mark Thompson, P.E.** as the engineer for the project. His telephone number is **715-943-7292** and his mailing address is **Marathon Technical Servies, LLC, 404 Franklin Street, Wausau, WI 54403**.
- 5.13 Future Construction Phases. Future construction phases of this plat shall proceed only after execution of a separate agreement or a written amendment regarding construction of each phase and the approval of additional security of other documents as required.
- 5.14 Default. A default is defined herein as the subdivider's breach of, or failure to comply with,

the terms of this agreement. The Village reserves the right to draw on a letter of credit or other surety provided hereunder in addition to pursuing any other available remedies, including, but not limited to, stopping all construction in the approved final plat and prohibiting the transfer of sale of lots or not issuing building permits.

- 5.15 Attorney's Fees. If the Village is required to resort to litigation to enforce the terms of this agreement, the subdivider shall pay all Village costs including reasonable attorney's fees and expert witness fees.
- 5.16 Immunity. Nothing contained in this agreement constitutes a waiver of the Village's sovereign immunity.
- 5.17 Entire Agreement. This Contract, consisting of thirteen (13) pages is executed in two counterparts, each one of which shall constitute an original for all purpose, contains the entire agreement of the parties and shall not be modified, amended or extended except by express written agreement duly executed by all parties hereto.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this \_\_\_\_ day of \_\_\_\_\_, 2015.

REEDY BUILDERS, LLC

\_\_\_\_\_  
Guy C. Reedy

VILLAGE OF WESTON

By: \_\_\_\_\_  
Barbara J. Ermeling, President

Attest: \_\_\_\_\_  
Sherry L. Weinkauff, Clerk

STATE OF WISCONSIN        )  
  )ss.  
COUNTY OF MARATHON     )

Personally came before me this \_\_\_\_ day of \_\_\_\_\_, 2015, the above-named to me known to be Guy C. Reedy and the person who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public, State of Wisconsin  
My Commission \_\_\_\_\_

STATE OF WISCONSIN        )  
  )ss.  
COUNTY OF MARATHON     )

Personally came before me this \_\_\_\_ day of \_\_\_\_\_, 2015, the above named Barbara J. Ermeling, President and Sherry L. Weinkauff, Village Clerk, of the Village of Weston, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public, State of Wisconsin  
My Commission \_\_\_\_\_

EXHIBIT A  
SUBDIVISION PLAT

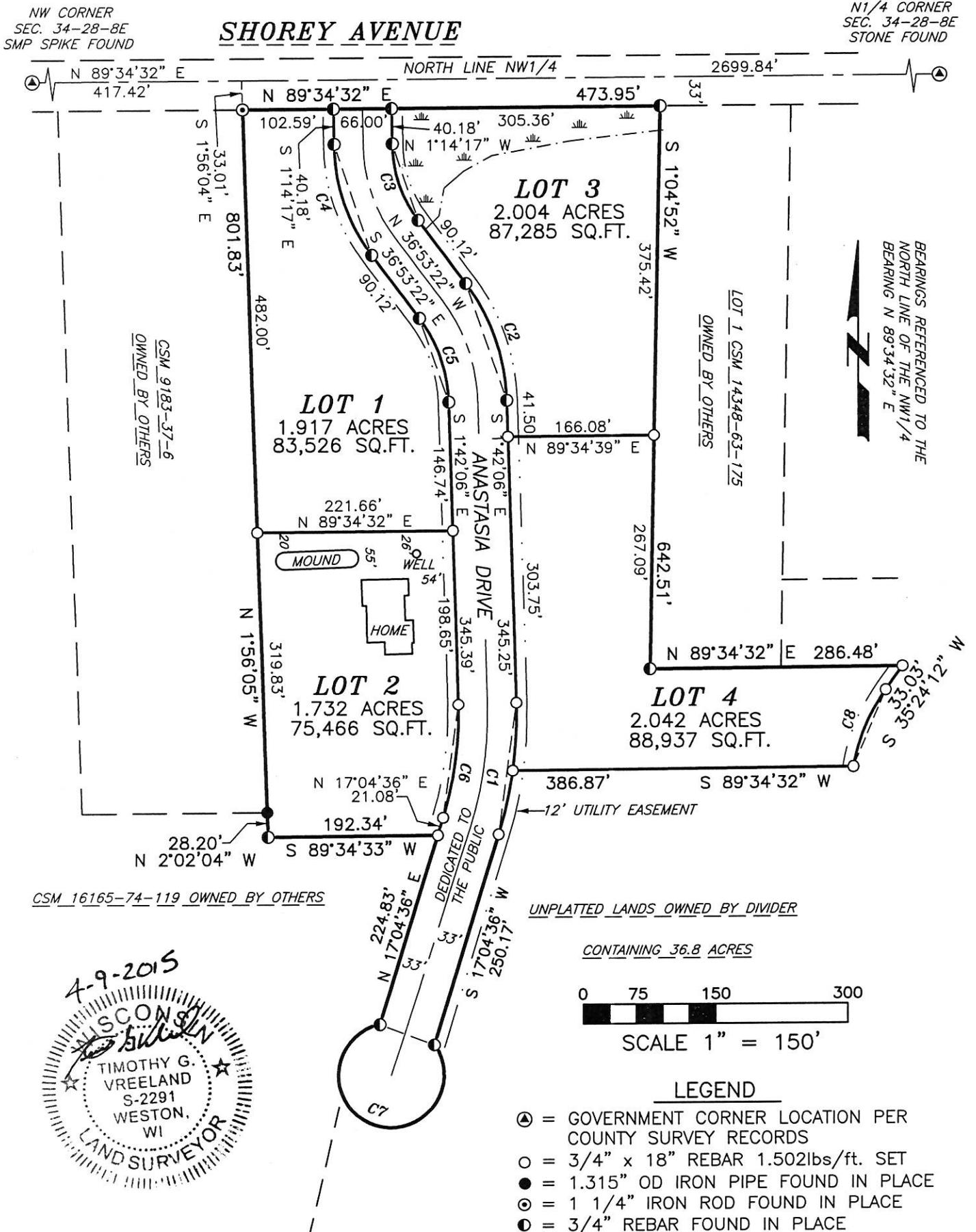
# CERTIFIED SURVEY MAP

MARATHON COUNTY NO. \_\_\_\_\_ VOL. \_\_\_\_\_ PAGE \_\_\_\_\_

PART OF THE NW1/4 NW1/4, SECTION 34, TOWNSHIP 28 NORTH,  
RANGE 8 EAST, VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN.

<b>VREELAND ASSOCIATES, INC.</b> 6103 DAWN STREET WESTON, WI. 54476 PH (715) 241-0947 OR TOLL FREE (866) 693-3979 FAX (715) 241-9826 vreeland@dwave.net	PREPARED FOR: <h2 style="margin: 0;">CHRIS REEDY</h2>
FILE #: R-247 REEDY 4 LOTS	DRAFTED AND DRAWN BY: TIMOTHY G. VREELAND

SHEET 1 OF 3 SHEETS



# CERTIFIED SURVEY MAP

MARATHON COUNTY NO. \_\_\_\_\_ VOL. \_\_\_\_\_ PAGE \_\_\_\_\_

PART OF THE NW1/4 NW1/4, SECTION 34, TOWNSHIP 28 NORTH,  
RANGE 8 EAST, VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN.

SHEET 2 OF 3 SHEETS

## SURVEYORS CERTIFICATE

I, TIMOTHY G. VREELAND, REGISTERED PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT AT THE DIRECTION OF CHRIS REEDY, I SURVEYED, MAPPED AND DIVIDED THAT PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 34, TOWNSHIP 28 NORTH, RANGE 8 EAST, VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 34; THENCE N 89°34'32" E ALONG THE NORTH LINE OF THE NORTHWEST QUARTER 417.42 FEET; THENCE S 1°56'04" E 33.01 FEET TO THE SOUTH LINE OF SHOREY AVENUE AND TO THE POINT OF BEGINNING; THENCE N 89°34'32" E ALONG THE SOUTH LINE OF SHOREY AVENUE 473.95 FEET; THENCE S 1°04'52" W ALONG THE WEST LINE OF CERTIFIED SURVEY MAP NUMBER 14348 642.51 FEET; THENCE N 89°34'32" E 286.48 FEET; THENCE S 35°24'12" W 33.03 FEET; THENCE 95.89 FEET ALONG THE ARC OF A CURVE CONCAVE TO THE SOUTHEAST WHOSE RADIUS IS 216.00 FEET, WHOSE CENTRAL ANGLE IS 25°26'05" AND WHOSE CHORD BEARS S 22°41'09" W 95.10 FEET; THENCE S 89°34'32" W 386.87 FEET; THENCE 74.92 FEET ALONG THE ARC OF A CURVE CONCAVE TO THE WEST WHOSE RADIUS IS 466.00 FEET, WHOSE CENTRAL ANGLE IS 9°12'41" AND WHOSE CHORD BEARS S 12°28'16" E 74.84 FEET; THENCE S 17°04'36" W 250.17 FEET; THENCE 307.04 FEET ALONG THE ARC OF A CURVE CONCAVE TO THE NORTH WHOSE RADIUS IS 60.00 FEET, WHOSE CENTRAL ANGLE IS 293°12'15" AND WHOSE CHORD BEARS N 69°20'18" W 66.05 FEET; THENCE N 17°04'36" E 224.83' FEET; THENCE S 89°34'33" W 192.34 FEET; THENCE N 2°02'04" W 28.20 FEET; THENCE N 1°56'05" W ALONG THE EAST LINE OF CERTIFIED SURVEY MAP NUMBER 9183 801.83 FEET TO THE POINT OF BEGINNING. SUBJECT TO ALL EASEMENTS, RESTRICTIONS AND RIGHTS OF WAY OF RECORD AND USE.

THAT SUCH MAP IS A CORRECT REPRESENTATION OF ALL EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE DIVISION AND THE CERTIFIED SURVEY MAP THEREOF MADE.

THAT I HAVE FULLY COMPLIED WITH SECTION 236.34 OF THE WISCONSIN STATUTES IN SURVEYING, MAPPING AND DIVIDING THE LANDS, CHAPTER A-E 7 OF THE WISCONSIN ADMINISTRATIVE CODE AND THE LAND DIVISION ORDINANCE OF THE VILLAGE OF WESTON, ALL TO THE BEST OF MY KNOWLEDGE AND BELIEF IN SURVEYING, DIVIDING AND MAPPING THE SAME.



TIMOTHY G. VREELAND P.L.S. 2291

DATED THIS 18TH DAY OF SEPTEMBER, 2013  
REVISED THIS 9TH DAY OF APRIL, 2015

### CURVE DATA

CURVE	LOT	RADIUS	CHORD	I ANGLE	ARC
C1	—	466.00'	S 7°41'15" W 152.05'	18°46'42"	152.73'
	BOUND	" "	S 12°28'16" E 74.84'	9°12'41"	74.92'
	4	" "	S 3°04'55" W 77.72'	9°34'01"	77.81'
C2	3	233.00'	S 19°14'07" E 141.32'	35°18'30"	143.59'
C3	3	147.00'	S 18°39'24" E 91.99'	36°28'00"	93.56'
C4	1	213.00'	N 18°39'24" W 133.29'	36°28'00"	135.57'
C5	1	167.00'	N 19°14'07" W 101.29'	35°18'30"	102.91'
C6	2	400.00'	N 7°41'15" E 130.51'	18°46'42"	131.10'
C7	BOUND	60.00'	N 69°20'18" W 66.05'	293°12'15"	307.04'
C8	4	216.00'	S 22°41'09" W 95.10'	25°26'05"	95.89'

# CERTIFIED SURVEY MAP

MARATHON COUNTY NO. \_\_\_\_\_ VOL. \_\_\_\_\_ PAGE \_\_\_\_\_

PART OF THE NW1/4 NW1/4, SECTION 34, TOWNSHIP 28 NORTH,  
RANGE 8 EAST, VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN.

SHEET 3 OF 3 SHEETS

## OWNERS CERTIFICATE OF DEDICATION

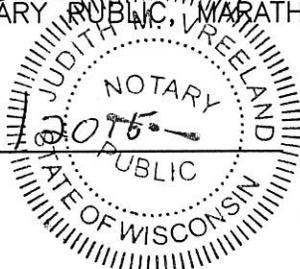
REEDY BUILDERS LLC, A LIMITED LIABILITY CORPORATION DULY ORGANIZED AND EXISTING UNDER AND BY VIRTUE OF THE LAWS OF THE STATE OF WISCONSIN, AS OWNER, DOES HEREBY CERTIFY THAT SAID CORPORATION CAUSED THE LAND DESCRIBED ON THIS MAP TO BE SURVEYED, DIVIDED, MAPPED AND DEDICATED AS REPRESENTED ON THIS MAP. REEDY BUILDERS LLC., DOES FURTHER CERTIFY THAT THIS MAP IS REQUIRED TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION: VILLAGE OF WESTON. IN WITNESS WHEREOF, THE SAID REEDY BUILDERS LLC., HAS CAUSED THESE PRESENTS TO BE SIGNED BY CHRIS REEDY, AND ITS CORPORATE SEAL TO BE HEREUNTO AFFIXED ON THIS 19th DAY OF MAY, 2015.

Chris Reedy  
CHRIS REEDY  
REEDY BUILDERS LLC.

STATE OF WISCONSIN)  
MARATHON COUNTY) SS  
PERSONALLY CAME BEFORE ME THIS 19th DAY OF May, 2015, THE ABOVE NAMED CHRIS REEDY TO ME KNOWN TO BE THE SAME PERSON WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THE SAME.

Judith M. Vreeland  
NOTARY PUBLIC, MARATHON COUNTY, WISCONSIN

MY COMMISSION EXPIRES 11/15/2015



## VILLAGE BOARD RESOLUTION

RESOLVE, THAT THIS MAP IN THE VILLAGE OF WESTON, REEDY BUILDERS LLC., OWNER, IS HEREBY APPROVED BY THE VILLAGE BOARD.

DATE \_\_\_\_\_ APPROVED \_\_\_\_\_  
VILLAGE PRESIDENT

DATE \_\_\_\_\_ SIGNED \_\_\_\_\_  
VILLAGE PRESIDENT

I HEREBY CERTIFY THAT THE FOREGOING IS A COPY OF A RESOLUTION ADOPTED BY THE VILLAGE BOARD OF THE VILLAGE OF WESTON.

DATE \_\_\_\_\_  
VILLAGE CLERK



TIMOTHY G. VREELAND  
S-2291  
WESTON, WI  
LAND SURVEYOR

## EXHIBIT B

# ESTIMATED COST OF PUBLIC IMPROVEMENTS

**Anastasia Drive - Estimate to Complete 08-26-2015**

<b>DIVISION A - STORM SEWERS</b>					
ITEM	DESCRIPTION	UNITS	QTY.	UNIT	TOTAL PRICE
				PRICE	PRICE
1	Furnish & Install 12" HDPE storm sewer	Lin. Feet	56	20.00	1,120.00
2	Furnish & Install concrete basin outelt structure	Lump	2	2050.00	4,100.00
3	Furnish & Install Medium Rip Rap	Sq. Yds.	52	20.00	1,040.00
<b>Division A - Storm Sewers - Subtotal</b>					<b>6,260.00</b>

<b>DIVISION B - Site Work</b>					
ITEM	DESCRIPTION	UNITS	QTY.	UNIT	TOTAL PRICE
				PRICE	PRICE
1	Furnish & Install Silt Fence	Lin. feet	295	2.00	590.00
2	Furnish & Install tracking pad	Ea.	1	400.00	400.00
3	Furnish & Install Ditch Checks	Ea.	6	50.00	300.00
4	Shape road subgrade	Per Sta.	2.25	1200.00	2,700.00
5	Furnish & Install 12" CABC for roadway	Cu. Yds.	495	18.00	8,910.00
6	Furnish & Install 3" Aphalt	Tons	740	65.50	48,470.00
7	Pavement Sweeping and Tack Coat	lump sum	1	500.00	500.00
8	Furnish & Install 4" Pavement Stripe	Lin. feet	2,510	1.00	2,510.00
9	Furnish & Install Shouldering	Cu. Yds.	26	40.00	1,040.00
10	Topsoil, fert, seed, & mulch	Sq yds	2050	2.00	4,100.00
11	Grade Detention Basins	lump sum	2	3500.00	7,000.00
<b>Division B - Site Work - Subtotal</b>					<b>76,520.00</b>

<b>Total - A and B</b>					<b>82,780.00</b>
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**Village of Weston, Wisconsin  
AGENDA ITEM COVERSHEET  
Requested for Official Consideration and Review from Plan Commission**

**REQUEST FROM: JENNIFER HIGGINS, PLANNING AND DEVELOPMENT DIRECTOR.**

**ITEM DESCRIPTION: REEDY REQUEST FOR CERTIFIED SURVEY MAP APPROVAL AND ANASTASIA DRIVE ROAD RIGHT OF WAY DEDICATION, ON A PORTION OF 5907 SHOREY AVENUE. (RCSM-5-15-1512)**

**DATE/MTG: PLAN COMMISSION, MONDAY, SEPTEMBER 14, 2015**

**REQUESTED ACTION:** Applicant would like to create 4 residential lots and dedicate Anastasia Drive to the Village and make it part of the Village road right-of-way/street network by the recording of the proposed CSM RCSM-5-15-1512.

**POLICY QUESTION:** Should the Plan Commission recommend the Village Board accept the road dedication of Anastasia Drive?

**RECOMMENDATION:** I make a motion to endorse approval, and recommend to the Trustees, subject to the following conditions and stipulations for the Zoning Administrator listed in the attached staff report and supplemental materials.

**APPLICANT:** Chris Reedy, Reedy Builders, 5907 Shorey Avenue, Weston, WI 54476

**PROPERTY OWNER:** Chris Reedy, Reedy Builders, 5907 Shorey Avenue, Weston, WI 54476

**PROPERTY DESCRIPTION:** 5907 Shorey Avenue. PIN 192 2808 342 0985. Located in Section 34, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin.

**ZONING:** RR-2 Rural Residential – 2 Acre – 2 lots (Lots 1 and 2) are proposed to be rezoned to SF-L so that the CSM can be created. The remainder of the parcel will stay RR-2.

**SURROUNDING LAND USES:** Large Lot single family Residential and Agricultural land

**CRITERIA FOR REVIEW:**

Section 207-6	Meets Criteria?	Notes
1. All standards of this chapter and other village regulations are met.	Yes	The request is consistent with the Village Comprehensive Plan and Village ordinances.
2. Adequate public facilities and utilities are provided.	Yes	Sewer and water is not readily available nearby. The owner is working with Village DPW staff to bring the driveway up to Village Street standards and once complete, the Village will accept as Village road right-of-way.
3. Adequate stormwater and erosion control measures.	N/A	Location for stormwater detention is being provided via the CSM. Lots will be checked for adequate stormwater and erosion control measures at time of building permit issuance.

**Village of Weston, Wisconsin**  
**AGENDA ITEM LEGISLATIVE ANALYSIS**  
**Supplemental Briefer for Agenda Items under Consideration**

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From: Jennifer Higgins, Director of Planning and Development  
Date/Mtg: Monday, September 14, 2015/Plan Commission  
Re: Reedy Request For Certified Survey Map Approval And Anastasia Drive Road Right Of Way Dedication,  
On A Portion Of 5907 Shorey Avenue. (RCSM-5-15-1512)

1. Policy Question:

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Should the Plan Commission recommend the Village Board accept the road dedication of Anastasia Drive?

2. Purpose:

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The purpose of asking this question is to receive guidance and feedback from Village policymakers regarding the "policy question" written out above.

3. Background:

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Developer, Reedy Builders, has proposed a 4 lot land division by Certified Survey Map on property accessed from Shorey Avenue approximately 1/3 mile east of Heeren. The developer originally acquired the property to develop as a platted subdivision, Carisbrooke Estates, but the cost of extending municipal utility service made the more dense development cost prohibitive. The smaller development with large lots must still be served by a public street which the developer is obligated to construct at their cost. Complete streets considerations have been met to the extent that they are applicable to this situation. A ghost plat has been also provided to show how the temporary cul-de-sac could be removed at a later date and Anastasia Dr could become a through street along with Elizabeth Way.

On Monday, August 3rd the PIC Committee made a recommendation, following staff reviews and approval, to approve the proposed infrastructure plans as submitted for the right of way shown on the CSM. The Board approved their recommendation the same evening. The infrastructure plans were brought to the PC for acknowledgement last month in anticipation of the rezone request and this request for the Village to accept the street as Village right-of-way via the CSM approval process.

This rezone request is only for a small portion of the overall property and is being done to allow for the two smaller (under 2 acres) parcels to be able to be created via this CSM. Prior to the 2015 rezone of the Village, this entire parcel was zoned SR Suburban Residential which would have allowed for the owner to create 1 acre lots. This is why the original lot with the existing home was created in such a way to make two 1 acre lots. The PIC recommended taking on the street as a Village street by the approvals of the infrastructure plans at their August 3rd meeting. Staff sees no issues with accepting the road right of way or for the rezone as long as the provisions set forth by Public Works related to the street construction are followed in the Development Agreement.

If recommended for approvals by the PC, the Board will be asked to adopt Resolution No. 15-21 and Ordinance No. 15-020 at their meeting on 9/21. The CSM would not be signed and recorded until Public Works signs off that the road has been constructed to Village standards. The Draft Development Agreement for this project was reviewed and approved by PIC on 9/8/15 and is also on the PC agenda on 9/14/15 prior to going to the Village Board for final approvals.

4. Issue Analysis:

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Plan Commission and the Village Board are required by Village ordinances to review and approve all certified survey maps which contain a road right of way dedication before they can be recorded. The Board is required to accept the

road right of way dedication by the adoption of a resolution. A draft resolution, Resolution No. 15-21, has been drafted which lays out the following conditions of the road right of way dedication. The conditions are as follows:

1. The execution of a development agreement with the Village that assures the public improvement (primarily the street) will be constructed to Village standards, at no cost to the Village. The agreement will address the timetable for completion of the street and require an acceptable security from the developer (bond or letter of credit), in accordance with the Village's subdivision code; and
2. That the associated CSM attached hereto (photocopy), be and the same is hereby approved; and
3. Payment of \$976 in parkland dedication fees for the creation of four single family lots; and
4. That the Village President and Village Clerk, upon full payment of, if applicable, all fees, taxes, and special assessments and verification by the Public Works Director that Anastasia Drive has been constructed to Village standards are directed to execute signatures on behalf of the Village of Weston upon the Certified Survey Map documents as required.

As #4 states, the CSM will not be recorded and therefore Anastasia Drive become a Village street until DPW gives Planning and Development the green light that the road has been constructed to village standards.

One point I want to make for discussion purposes is that due to the timing of the project, we may need to extend the deadlines out from 6 months to 9 or 12 months to ensure they have time to finish the street upgrades. This would need to be adjusted on both the Resolution and the Ordinance document that the Board will be asked to adopt on 9/21/15. Any other conditions the PC or Board wants to make can be added prior to the Board approving and signing of the documents.

5. Fiscal Impact:

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There will be a minor impact to the Public Works Department annual budget for maintenance and plowing. Some of this will be offset by the minor increase in road tax aids we will receive from the addition of this street to our street network.

6. Statutory References:

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Wis. Stat. §236.34

7. Prior Review:

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The entire Reedy project (rezone, CSM, Development Agreement, and Street Infrastructure Plans) have been reviewed by DPW Staff, Planning & Development Staff and Attorney Yde.

Rezone – PC 9/14/15 and Board 9/21/15

CSM – PC 9/14/15 and Board 9/21/15

Street Infrastructure Plans – PIC 8/3/15, Board 8/3/15 and PC 8/10/15

Development Agreement – PIC 9/8/15, PC 9/14/15 and Board 9/21/15

8. Policy Choices:

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1. Recommend approval with the conditions as presented by staff and stated in draft Resolution No. 15-21.
2. Recommend approval with the conditions as presented by staff and stated in draft Resolution No. 15-21 plus additional conditions as defined and added by the PC.
3. Recommend approval with no conditions.
4. Recommend denial of the CSM and the ROW dedication for Anastasia Drive.

9. Recommendation:

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I recommend that the Village of Weston Plan Commission recommends approval of the CSM and accept the dedication of Anastasia Drive as displayed on the CSM, subject to the following conditions:

1. The execution of a development agreement with the Village that assures the public improvement (primarily the street) will be constructed to Village standards, at no cost to the Village. The agreement will address the timetable for completion of the street and require an acceptable security from the developer (bond or letter of credit), in accordance with the Village's subdivision code; and
2. That the associated CSM attached hereto (photocopy), be and the same is hereby approved; and
3. Payment of \$976 in parkland dedication fees for the creation of four single family lots; and
4. That the Village President and Village Clerk, upon full payment of, if applicable, all fees, taxes, and special assessments and verification by the Public Works Director that Anastasia Drive has been constructed to Village standards are directed to execute signatures on behalf of the Village of Weston upon the Certified Survey Map documents as required.

10. Legislative Action:

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I recommend that the Village of Weston Plan Commission recommends approval of the CSM and accept the dedication of Anastasia Drive as displayed on the CSM, subject to the following conditions:

1. The execution of a development agreement with the Village that assures the public improvement (primarily the street) will be constructed to Village standards, at no cost to the Village. The agreement will address the timetable for completion of the street and require an acceptable security from the developer (bond or letter of credit), in accordance with the Village's subdivision code; and
2. That the associated CSM attached hereto (photocopy), be and the same is hereby approved; and
3. Payment of \$976 in parkland dedication fees for the creation of four single family lots; and
4. That the Village President and Village Clerk, upon full payment of, if applicable, all fees, taxes, and special assessments and verification by the Public Works Director that Anastasia Drive has been constructed to Village standards are directed to execute signatures on behalf of the Village of Weston upon the Certified Survey Map documents as required.

11. Attachments:

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1. Resolution No. 15-21 A *RESOLUTION ADOPTING THE PROPOSED ROAD RIGHT-OF-WAY DEDICATION FOR ANASTASIA DRIVE IDENTIFIED IN THE PROPOSED CERTIFIED SURVEY MAP FOR 5907 SHOREY AVENUE, PIN 192 2808 342 0985 (RCSM-5-15-1512)*



**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN**

**RESOLUTION NO. 15-021**

**A RESOLUTION ADOPTING THE PROPOSED ROAD RIGHT-OF-WAY DEDICATION FOR ANASTASIA DRIVE IDENTIFIED IN THE PROPOSED CERTIFIED SURVEY MAP FOR 5907 SHOREY AVENUE, PIN 192 2808 342 0985 (RCSM-5-15-1512)**

**WHEREAS**, Chris Reedy, Reedy Builders, Inc., as owner of a parcel located at 5907 Shorey Avenue, (PIN 192 2808 342 0985, parcel number 62.342808.6.11) presented a certified survey map (hereafter the “associated CSM”, attached hereto as Exhibit A) to the Village of Weston Board of Trustees as prepared by Timothy G. Vreeland, a registered land surveyor; and

**WHEREAS**, the Village of Weston Plan Commission met on September 14, 2015 and did review and determined the associated CSM meets the requirements of Chapter 74 Subdivision Regulations and Chapter 94 Zoning; and

**WHEREAS**, at this same meeting, the Village of Weston Plan Commission recommend in favor of adoption of said associated CSM; and

**WHEREAS**, the Village of Weston Plan Commission does recommend approval of said associated CSM, subject to the following conditions:

1. The execution of a development agreement with the Village that assures the public improvement (primarily the street) will be constructed to Village standards, at no cost to the Village. The agreement will address the timetable for completion of the street and require an acceptable security from the developer (bond or letter of credit), in accordance with the Village’s subdivision code; and
2. That the associated CSM attached hereto (photocopy), be and the same is hereby approved; and
3. Payment of \$976 in parkland dedication fees for the creation of four single family lots; and
4. That the Village President and Village Clerk, upon full payment of, if applicable, all fees, taxes, and special assessments and verification by the Public Works Director that Anastasia Drive has been constructed to Village standards are directed to execute signatures on behalf of the Village of Weston upon the Certified Survey Map documents as required.

**WHEREAS**, a majority of the full Village Board of Trustees find the associated CSM is found to be in the public interest.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Trustees for the Village of Weston hereby adopts the recommendation of the Plan Commission to approve the associated CSM, subject to the following conditions:

1. The execution of a development agreement with the Village that assures the public improvement (primarily the street) will be constructed to Village standards, at no cost to the Village. The agreement will address the timetable for completion of the street and require an acceptable security from the developer (bond or letter of credit), in accordance with the Village’s subdivision code; and
2. That the associated CSM attached hereto (photocopy), be and the same is hereby approved; and

3. Payment of \$976 in parkland dedication fees for the creation of four single family lots; and
4. That the Village President and Village Clerk, upon full payment of, if applicable, all fees, taxes, and special assessments and verification by the Public Works Director that Anastasia Drive has been constructed to Village standards are directed to execute signatures on behalf of the Village of Weston upon the Certified Survey Map documents as required.

and by doing so also confirms the dedication of Anastasia Drive as identified in Exhibit A as dedicated Village right of way.

BE IT FURTHER RESOLVED, per Sec. 74.131(d) and (e) the associated CSM shall be recorded by the subdivider or the subdivider's agent at the Marathon County Register of Deeds within six (6) months of the date of approval and shall file one copy of the recorded associated CSM with the Village Planning and Development Department within thirty (30) days of recording at the Marathon County Register of Deeds.

**PASSED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF WESTON**, at a regular meeting thereof, this 21<sup>st</sup> day of the month of September, 2015.

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

By: \_\_\_\_\_  
BARB ERMELING, Village President

ATTEST:

By: \_\_\_\_\_  
SHERRY WEINKAUF, Village Clerk

By: \_\_\_\_\_  
DANIEL GUILD, Village Administrator

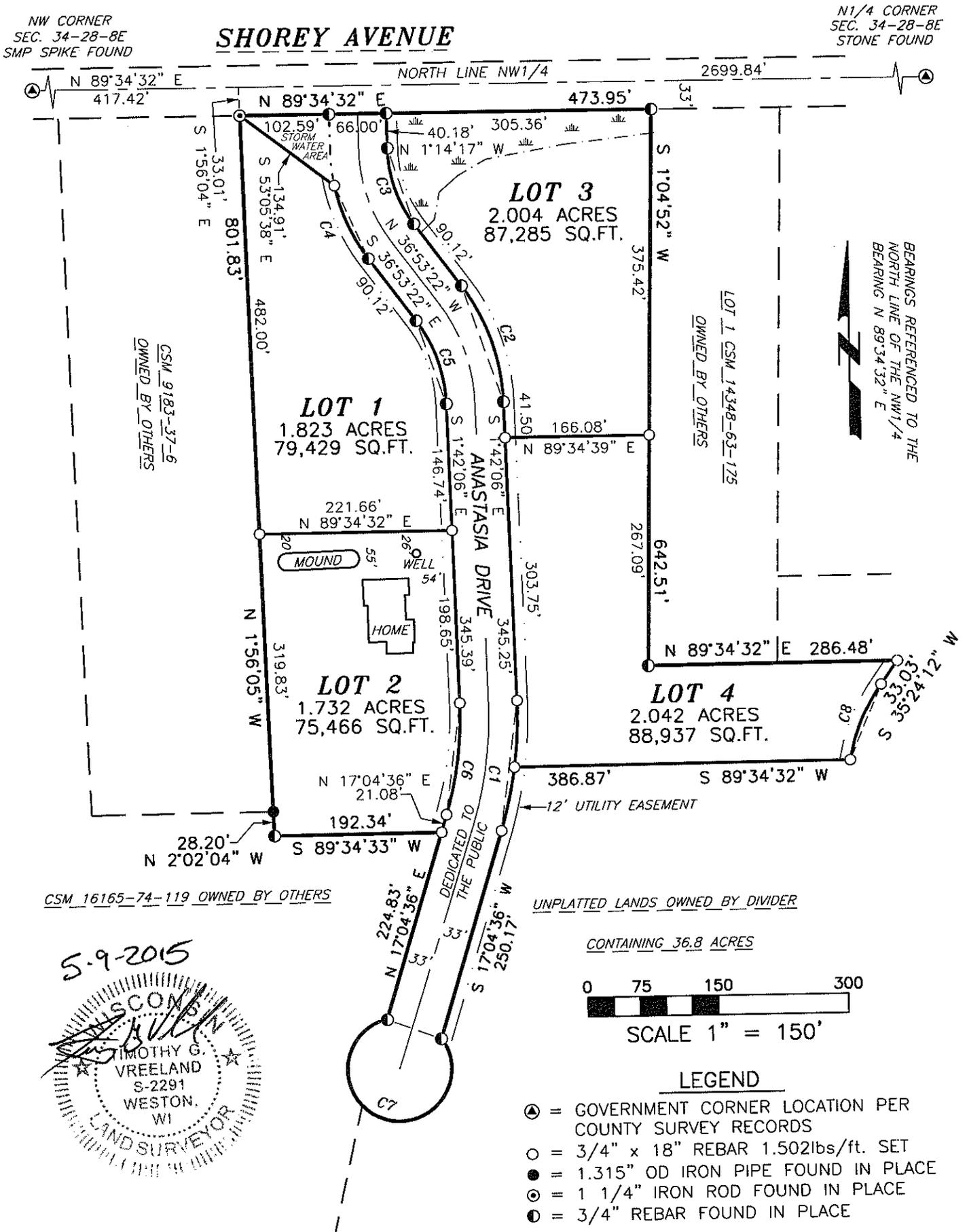
# CERTIFIED SURVEY MAP

**MARATHON COUNTY NO. \_\_\_\_\_ VOL. \_\_\_\_\_ PAGE \_\_\_\_\_**

PART OF THE NW1/4 NW1/4, SECTION 34, TOWNSHIP 28 NORTH,  
RANGE 8 EAST, VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN.

<b>VREELAND ASSOCIATES, INC.</b> 6103 DAWN STREET WESTON, WI. 54476 PH (715) 241-0947 OR TOLL FREE (866) 693-3979 FAX (715) 241-9826 vreeland@dwave.net	PREPARED FOR: <h2 style="text-align: center; margin: 0;">CHRIS REEDY</h2>
FILE #: R-247 REEDY 4 LOTS	DRAFTED AND DRAWN BY: TIMOTHY G. VREELAND

SHEET 1 OF 3 SHEETS



# CERTIFIED SURVEY MAP

**MARATHON COUNTY NO.** \_\_\_\_\_ **VOL.** \_\_\_\_\_ **PAGE** \_\_\_\_\_

PART OF THE NW1/4 NW1/4, SECTION 34, TOWNSHIP 28 NORTH,  
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SHEET 2 OF 3 SHEETS

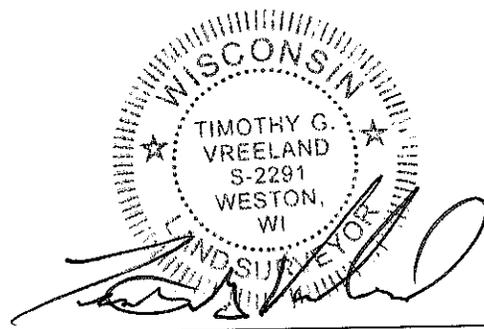
**SURVEYORS CERTIFICATE**

I, TIMOTHY G. VREELAND, REGISTERED PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT AT THE DIRECTION OF CHRIS REEDY, I SURVEYED, MAPPED AND DIVIDED THAT PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 34, TOWNSHIP 28 NORTH, RANGE 8 EAST, VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 34; THENCE N 89°34'32" E ALONG THE NORTH LINE OF THE NORTHWEST QUARTER 417.42 FEET; THENCE S 1°56'04" E 33.01 FEET TO THE SOUTH LINE OF SHOREY AVENUE AND TO THE POINT OF BEGINNING; THENCE N 89°34'32" E ALONG THE SOUTH LINE OF SHOREY AVENUE 473.95 FEET; THENCE S 1°04'52" W ALONG THE WEST LINE OF CERTIFIED SURVEY MAP NUMBER 14348 642.51 FEET; THENCE N 89°34'32" E 286.48 FEET; THENCE S 35°24'12" W 33.03 FEET; THENCE 95.89 FEET ALONG THE ARC OF A CURVE CONCAVE TO THE SOUTHEAST WHOSE RADIUS IS 216.00 FEET, WHOSE CENTRAL ANGLE IS 25°26'05" AND WHOSE CHORD BEARS S 22°41'09" W 95.10 FEET; THENCE S 89°34'32" W 386.87 FEET; THENCE 74.92 FEET ALONG THE ARC OF A CURVE CONCAVE TO THE WEST WHOSE RADIUS IS 466.00 FEET, WHOSE CENTRAL ANGLE IS 9°12'41" AND WHOSE CHORD BEARS S 12°28'16" E 74.84 FEET; THENCE S 17°04'36" W 250.17 FEET; THENCE 307.04 FEET ALONG THE ARC OF A CURVE CONCAVE TO THE NORTH WHOSE RADIUS IS 60.00 FEET, WHOSE CENTRAL ANGLE IS 293°12'15" AND WHOSE CHORD BEARS N 69°20'18" W 66.05 FEET; THENCE N 17°04'36" E 224.83' FEET; THENCE S 89°34'33" W 192.34 FEET; THENCE N 2°02'04" W 28.20 FEET; THENCE N 1°56'05" W ALONG THE EAST LINE OF CERTIFIED SURVEY MAP NUMBER 9183 801.83 FEET TO THE POINT OF BEGINNING. SUBJECT TO ALL EASEMENTS, RESTRICTIONS AND RIGHTS OF WAY OF RECORD AND USE.

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TIMOTHY G. VREELAND      P.L.S. 2291

DATED THIS 18TH DAY OF SEPTEMBER, 2013  
REVISED THIS 9TH DAY OF APRIL, 2015

**CURVE DATA**

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C5	1	167.00'	N 19°14'07" W 101.29'	35°18'30"	102.91'
C6	2	400.00'	N 7°41'15" E 130.51'	18°46'42"	131.10'
C7	BOUND	60.00'	N 69°20'18" W 66.05'	293°12'15"	307.04'
C8	4	216.00'	S 22°41'09" W 95.10'	25°26'05"	95.89'

# CERTIFIED SURVEY MAP

MARATHON COUNTY NO. \_\_\_\_\_ VOL. \_\_\_\_\_ PAGE \_\_\_\_\_

PART OF THE NW1/4 NW1/4, SECTION 34, TOWNSHIP 28 NORTH,  
RANGE 8 EAST, VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN.

SHEET 3 OF 3 SHEETS

## OWNERS CERTIFICATE OF DEDICATION

REEDY BUILDERS LLC, A LIMITED LIABILITY CORPORATION DULY ORGANIZED AND EXISTING UNDER AND BY VIRTUE OF THE LAWS OF THE STATE OF WISCONSIN, AS OWNER, DOES HEREBY CERTIFY THAT SAID CORPORATION CAUSED THE LAND DESCRIBED ON THIS MAP TO BE SURVEYED, DIVIDED, MAPPED AND DEDICATED AS REPRESENTED ON THIS MAP. REEDY BUILDERS LLC., DOES FURTHER CERTIFY THAT THIS MAP IS REQUIRED TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION: VILLAGE OF WESTON. IN WITNESS WHEREOF, THE SAID REEDY BUILDERS LLC., HAS CAUSED THESE PRESENTS TO BE SIGNED BY CHRIS REEDY, AND ITS CORPORATE SEAL TO BE HEREUNTO AFFIXED ON THIS \_\_\_\_\_, DAY OF \_\_\_\_\_, 2015.

\_\_\_\_\_  
CHRIS REEDY  
REEDY BUILDERS LLC.

STATE OF WISCONSIN)  
MARATHON COUNTY) SS

PERSONALLY CAME BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2015, THE ABOVE NAMED CHRIS REEDY TO ME KNOWN TO BE THE SAME PERSON WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THE SAME.

\_\_\_\_\_  
NOTARY PUBLIC, MARATHON COUNTY, WISCONSIN

MY COMMISSION EXPIRES \_\_\_\_\_

## VILLAGE BOARD RESOLUTION

RESOLVE, THAT THIS MAP IN THE VILLAGE OF WESTON, REEDY BUILDERS LLC., OWNER, IS HEREBY APPROVED BY THE VILLAGE BOARD.

DATE \_\_\_\_\_ APPROVED \_\_\_\_\_  
VILLAGE PRESIDENT

DATE \_\_\_\_\_ SIGNED \_\_\_\_\_  
VILLAGE PRESIDENT

I HEREBY CERTIFY THAT THE FOREGOING IS A COPY OF A RESOLUTION ADOPTED BY THE VILLAGE BOARD OF THE VILLAGE OF WESTON.

DATE \_\_\_\_\_  
VILLAGE CLERK



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

**REQUEST FROM: JENNIFER HIGGINS, PLANNING AND DEVELOPMENT DIRECTOR.**

**ITEM DESCRIPTION: REEDY REQUEST TO REZONE 3.55 ACRES AT 5907 SHOREY AVENUE FROM RR-2 RURAL RESIDENTIAL-2 ACRE TO SF-L SINGLE FAMILY RESIDENTIAL – LARGE LOT. (REZN-8-15-1527)**

**DATE/MTG: PLAN COMMISSION, MONDAY, SEPTEMBER 14, 2015**

**REQUESTED ACTION:** Applicant would like the property rezoned to allow them to proceed with proposed Certified Survey Map and the planned street improvements.

**POLICY QUESTION:** Should the Plan Commission recommend approval of the rezone request with the conditions defined in the staff report and draft ordinance?

**RECOMMENDATION:** I make a motion to endorse approval, and recommend to the Trustees, subject to the following conditions and stipulations for the Zoning Administrator listed in the attached staff report and supplemental materials.

**APPLICANT:** Chris Reedy, Reedy Builders, 5907 Shorey Avenue, Weston, WI 54476

**PROPERTY OWNER:** Chris Reedy, Reedy Builders, 5907 Shorey Avenue, Weston, WI 54476

**PROPERTY DESCRIPTION:** The parcels being rezoned and reconfigured are described as Lots 1 and 2 of the proposed certified survey map drawn up by Vreeland and Associates. The parcels can be found in Section 34, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin.

**ZONING:** RR-2 Rural Residential – 2 Acre

**SURROUNDING LAND USES:** Large Lot single family Residential and Agricultural land

**CRITERIA FOR REVIEW:**

Section 207-6	Meets Criteria?	Notes
1. All standards of this chapter and other village regulations are met.	Yes	The request is consistent with the Village Comprehensive Plan and Village ordinances.
2. Adequate public facilities and utilities are provided.	Yes	Sewer and water is not readily available nearby. The owner is working with Village DPW staff to bring the driveway up to Village Street standards and once complete, the Village will accept as Village road right-of-way.
3. Adequate stormwater and erosion control measures.	N/A	Location for stormwater detention is being provided via the CSM. Lots will be checked for adequate stormwater and erosion control measures at time of building permit issuance.



Application for Rezone  
**REZONE DETERMINATION BY THE VILLAGE OF WESTON  
PLAN COMMISSION**

Application/Petition No.: **REZN-8-15-1527** Hearing Date: **September 14, 2015**  
Applicant: **Chris Reedy, Reedy Builders, LLC., 5907 Shorey Avenue, Weston, WI 54476**  
Location: **5907 Shorey Avenue. Just east of Heeren Street on the south side of Shorey Avenue. Was the location of the old proposed Carisbrooke Subdivision.**  
Description: **Rezone 3.55 acres of land from RR-2 Rural Residential – 2 Acre to SF-L Single Family Residential – Large Lot to allow a 4 lot CSM with road right of way dedication to be created as proposed in the attached Vreeland preliminary certified survey. The parcels can be found in Section 34, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin.**

The Department of Planning and Development of the Village of Weston, pursuant to the Village of Weston Zoning Code, Article 16 Processes, Section 94.16.03 Amendments to the Official Zoning Map (Rezoning), hereby makes the following findings and evaluation to the Village of Weston Plan Commission:

**GENERAL INFORMATION:**

Current Zoning: **RR-2 Rural Residential – 2 Acre**  
Definition: 94.2.02(1)(c) **The RR-2 Rural Residential – 2 Acre** is intended for mainly single family detached residential development on minimum two acre sized rural lots, along with compatible home occupations, small-scale institutional and recreational uses, and low-intensity agricultural uses. Development within this district may be served by private on-site wastewater treatment systems (POWTS), and roadways within a rural cross section. The RR-2 district is intended for areas planned for rural residential development within the Comprehensive Plan. (Predecessor districts: RR Rural Residential; SR Suburban Residential).  
Proposed Zoning **Proposed Lots 1 and 2 to SF-L Single Family Residential – Large Lot. Lots 3 and 4 will remain RR-2 Rural Residential – 2 Acre**  
Definition: 94.2.02(2)(a) **The SF-L Single Family Residential – Large Lot** is intended for mainly single family detached residential development, along with compatible home occupations and small-scale institutional and recreational uses. New development within this district shall be served by public sanitary sewer and water services, but may have roadways with a rural cross section (e.g., roadside swales). The SF-L district generally requires a minimum lot size between those required in the RR and SF-S districts. The SF-L district is intended for areas planned for single family residential development, or for portions of areas planned for neighborhood development, within the Comprehensive Plan. (Predecessor district: S-R Suburban Residence and R-E Residential Estate).  
Future Land Use: **Single Family Residential - Unsewered**  
FLU Description: **Single Family Residential - Unsewered - Single family residences, home occupations, small-scale institutional, recreational, and agricultural uses, all served by private waste treatment systems.**

**Development Policies:**

- 1. Minimize mapping this future land use designation in the Village and in areas intended or desirable for future urban expansion.**
- 2. Promote interconnection in road and trail networks within and among neighborhoods.**
- 3. Encourage use of group treatment systems with proper design/management.**

1. Is the proposed rezoning consistent with the Comprehensive Plan, as is required by Wisconsin Statutes?

**The property is shown as Single Family Residential – Unsewered on the newly approved Village Future Land Use map.**

2. Does the rezoning further the purpose and intent of this Chapter?

**Yes.**

3. Does rezoning address any of the following that are not properly addressed on the current Official Zoning Map?

**No.**

4. Does the proposed zoning district maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property?

**Yes.**

#### **BACKGROUND INFORMATION:**

Developer, Reedy Builders, has proposed a 4 lot land division by Certified Survey Map on property accessed from Shorey Avenue approximately 1/3 mile east of Heeren. The developer originally acquired the property to develop as a platted subdivision, Carisbrooke Estates, but the cost of extending municipal utility service made the more dense development cost prohibitive. The smaller development with large lots must still be served by a public street which the developer is obligated to construct at their cost. Complete streets considerations have been met to the extent that they are applicable to this situation. A ghost plat has been also provided to show how the temporary cul-de-sac could be removed at a later date and Anastasia Dr could become a through street along with Elizabeth Way.

On Monday, August 3<sup>rd</sup> the PIC Committee made a recommendation, following staff reviews and approval, to approve the proposed infrastructure plans as submitted for the right of way shown on the CSM. The Board approved their recommendation the same evening. The infrastructure plans were brought to the PC for acknowledgement last month in anticipation of this rezone request and the request for the Village to accept the street as Village right-of-way via the CSM approval process.

This rezone request is only for a small portion of the overall property and is being done to allow for the two smaller (under 2 acres) parcels to be able to be created via the CSM. Prior to the 2015 rezone of the Village, this entire parcel was zoned SR Suburban Residential which would have allowed for the owner to create 1 acre lots. This is why the original lot with the existing home was created in such a way to make two 1 acre lots. The Plan Commission will also be making a recommendation on the acceptance of Anastasia Drive as Village Road Right of Way during the consideration of RSCM-5-15-1512 on Monday night. The PIC recommended taking on the street as a Village street by the approvals of the infrastructure plans at their August 3<sup>rd</sup> meeting. Staff sees no issues with accepting the road right of way or for the rezone as long as the provisions set forth by Public Works related to the street construction are followed in the Development Agreement.

If recommended for approvals by the PC, the Board will be asked to adopt Resolution No. 15-21 and Ordinance No. 15-020 at their meeting on 9/21. The CSM would not be signed and recorded until Public Works signs off that the road has been constructed to Village standards. The Draft Development Agreement for this project was reviewed and approved by PIC on 9/8/15 and is also on the PC agenda on 9/14/15 prior to going to the Village Board for final approvals.

#### **CURRENT PROPERTY CONDITIONS:**

Presently, the proposed Lot 2 contains a single family home on it which is lived in by Mr. Reedy's parents. The remaining lots are vacant and new homes are proposed to be built on them in the future by Reedy Builders. The proposed road is currently a private drive which has been constructed to Village standards.

#### **PLAN COMMISSION ACTION OPTIONS:**

- 1) **Plan Commission recommends approval of the rezone request per the conditions listed in the draft ordinance, which would allow for the proposed CSM to be approved, signed by staff and recorded.**

- 2) **Plan Commission recommends denial of the rezone. They would also need to deny the CSM request which would result in a denial of the Village accepting the road right of way dedication.**



**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN**

**ORDINANCE NO. 15-020**

**AN ORDINANCE TO APPROVE THE REZONING OF LAND FROM RR-2 RURAL RESIDENTIAL-2 ACRE TO SF-L SINGLE FAMILY RESIDENTIAL – LARGE LOT, 3.55 ACRES AT 5907 SHOREY AVENUE, VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN.**

WHEREAS, Village Planning and Development Staff conditionally approved the Land for division via a certified survey map (hereafter the “associated CSM”, attached hereto as Exhibit A); and

WHEREAS, Village Property Infrastructure Committee (PIC) recommended the acceptance of the proposed road, Anastasia Drive, as dedicated Village road right of way at their meeting on August 3, 2015; and

WHEREAS, Village Plan Commission conditionally approved the Land for division and dedication of Anastasia Drive as Village road right of way via the associated CSM; and

WHEREAS, the Plan Commission of the Village of Weston having held a public hearing on the 14<sup>th</sup> day of September 2015, to consider the rezoning of the Land, with proposed zoning districts indicated in Exhibit A; and

WHEREAS, the Plan Commission having thereafter filed its written recommendations and findings with the Village Board, and the said Board having received and approved the recommendation of said Committee;

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

**SECTION 1:** On the application (REZN-8-15-1527) of property owner Chris Reedy, Reedy Builders, LLC., 5907 Shorey Avenue, Weston, WI 54476, for the following territory now comprising a part of the RR-2 Rural Residential – 2 Acre zoning districts, located in Section 34, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin, is hereby amended as indicated within Exhibit A and as follows:

1. Lot 1 of the associated CSM, from RR-2 Rural Residential – 2 Acre to to SF-L Single Family Residential – Large Lot.
2. Lot 2 of the associated CSM, from RR-2 Rural Residential – 2 Acre to SF-L Single Family Residential – Large Lot.
3. Lots 3 and 4 of the associated CSM will remain RR-2 Rural Residential – 2 Acre.

BE IT FURTHER RESOLVED that the foregoing amendments to the zoning district designations shall take effect only upon the recording of the associated CSM. If the rezoning of any lands by this Ordinance does not take effect within six (6) months of the date hereof, this Ordinance shall become null and void and the zoning for such lands shall remain unchanged.

**SECTION 2:** The Clerk shall make necessary alterations upon the official map of the Village of Weston to reflect the changes in the zoning classifications of the property described herein.

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 21<sup>st</sup> day of September, 2015

VILLAGE BOARD OF WESTON

By: \_\_\_\_\_  
Barbara Ermeling, its President

Attest: \_\_\_\_\_  
Sherry Weinkauf, Village Clerk

APPROVED: \_\_\_\_\_

PUBLISHED: \_\_\_\_\_

DRAFT

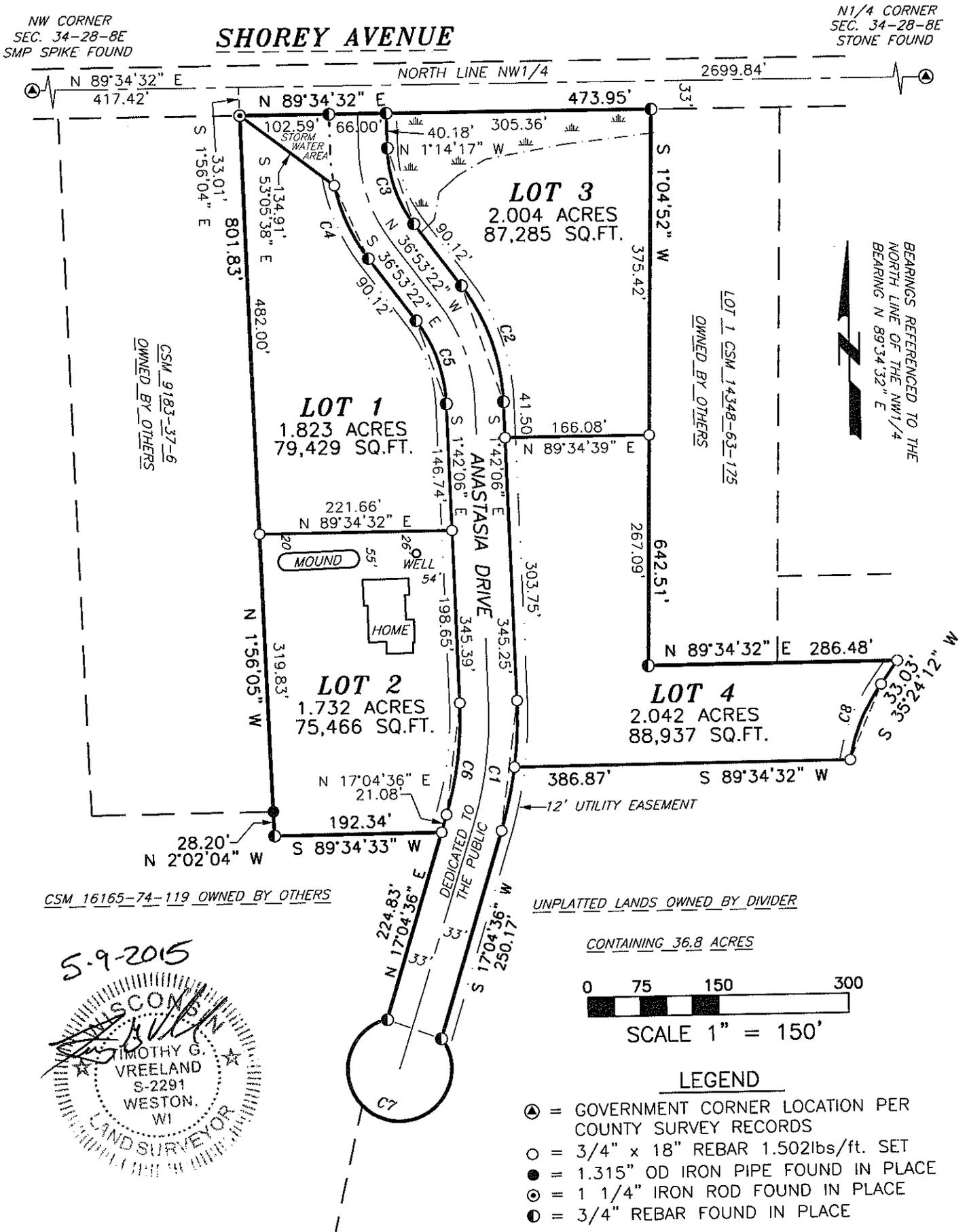
# CERTIFIED SURVEY MAP

**MARATHON COUNTY NO. \_\_\_\_\_ VOL. \_\_\_\_\_ PAGE \_\_\_\_\_**

PART OF THE NW1/4 NW1/4, SECTION 34, TOWNSHIP 28 NORTH,  
RANGE 8 EAST, VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN.

<b>VREELAND ASSOCIATES, INC.</b> 6103 DAWN STREET WESTON, WI. 54476 PH (715) 241-0947 OR TOLL FREE (866) 693-3979 FAX (715) 241-9826 vreeland@dwave.net	PREPARED FOR: <h2 style="text-align: center; margin: 0;">CHRIS REEDY</h2>
FILE #: R-247 REEDY 4 LOTS	DRAFTED AND DRAWN BY: TIMOTHY G. VREELAND

SHEET 1 OF 3 SHEETS



# CERTIFIED SURVEY MAP

**MARATHON COUNTY NO.** \_\_\_\_\_ **VOL.** \_\_\_\_\_ **PAGE** \_\_\_\_\_

PART OF THE NW1/4 NW1/4, SECTION 34, TOWNSHIP 28 NORTH,  
RANGE 8 EAST, VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN.

SHEET 2 OF 3 SHEETS

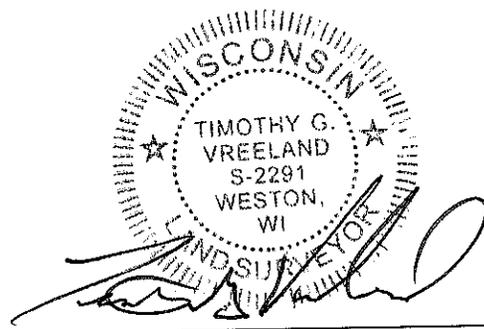
## SURVEYORS CERTIFICATE

I, TIMOTHY G. VREELAND, REGISTERED PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT AT THE DIRECTION OF CHRIS REEDY, I SURVEYED, MAPPED AND DIVIDED THAT PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 34, TOWNSHIP 28 NORTH, RANGE 8 EAST, VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 34; THENCE N 89°34'32" E ALONG THE NORTH LINE OF THE NORTHWEST QUARTER 417.42 FEET; THENCE S 1°56'04" E 33.01 FEET TO THE SOUTH LINE OF SHOREY AVENUE AND TO THE POINT OF BEGINNING; THENCE N 89°34'32" E ALONG THE SOUTH LINE OF SHOREY AVENUE 473.95 FEET; THENCE S 1°04'52" W ALONG THE WEST LINE OF CERTIFIED SURVEY MAP NUMBER 14348 642.51 FEET; THENCE N 89°34'32" E 286.48 FEET; THENCE S 35°24'12" W 33.03 FEET; THENCE 95.89 FEET ALONG THE ARC OF A CURVE CONCAVE TO THE SOUTHEAST WHOSE RADIUS IS 216.00 FEET, WHOSE CENTRAL ANGLE IS 25°26'05" AND WHOSE CHORD BEARS S 22°41'09" W 95.10 FEET; THENCE S 89°34'32" W 386.87 FEET; THENCE 74.92 FEET ALONG THE ARC OF A CURVE CONCAVE TO THE WEST WHOSE RADIUS IS 466.00 FEET, WHOSE CENTRAL ANGLE IS 9°12'41" AND WHOSE CHORD BEARS S 12°28'16" E 74.84 FEET; THENCE S 17°04'36" W 250.17 FEET; THENCE 307.04 FEET ALONG THE ARC OF A CURVE CONCAVE TO THE NORTH WHOSE RADIUS IS 60.00 FEET, WHOSE CENTRAL ANGLE IS 29°3'12'15" AND WHOSE CHORD BEARS N 69°20'18" W 66.05 FEET; THENCE N 17°04'36" E 224.83' FEET; THENCE S 89°34'33" W 192.34 FEET; THENCE N 2°02'04" W 28.20 FEET; THENCE N 1°56'05" W ALONG THE EAST LINE OF CERTIFIED SURVEY MAP NUMBER 9183 801.83 FEET TO THE POINT OF BEGINNING. SUBJECT TO ALL EASEMENTS, RESTRICTIONS AND RIGHTS OF WAY OF RECORD AND USE.

THAT SUCH MAP IS A CORRECT REPRESENTATION OF ALL EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE DIVISION AND THE CERTIFIED SURVEY MAP THEREOF MADE.

THAT I HAVE FULLY COMPLIED WITH SECTION 236.34 OF THE WISCONSIN STATUTES IN SURVEYING, MAPPING AND DIVIDING THE LANDS, CHAPTER A-E 7 OF THE WISCONSIN ADMINISTRATIVE CODE AND THE LAND DIVISION ORDINANCE OF THE VILLAGE OF WESTON, ALL TO THE BEST OF MY KNOWLEDGE AND BELIEF IN SURVEYING, DIVIDING AND MAPPING THE SAME.



TIMOTHY G. VREELAND      P.L.S. 2291

DATED THIS 18TH DAY OF SEPTEMBER, 2013  
REVISED THIS 9TH DAY OF APRIL, 2015

### CURVE DATA

CURVE	LOT	RADIUS	CHORD	I ANGLE	ARC
C1	-	466.00'	S 7°41'15" W 152.05'	18°46'42"	152.73'
	BOUND	" "	S 12°28'16" E 74.84'	9°12'41"	74.92'
		4	" "	S 3°04'55" W 77.72'	9°34'01"
C2	3	233.00'	S 19°14'07" E 141.32'	35°18'30"	143.59'
C3	3	147.00'	S 18°39'24" E 91.99'	36°28'00"	93.56'
C4	1	213.00'	S 24°17'36" E 92.90'	25°11'35"	93.66'
C5	1	167.00'	N 19°14'07" W 101.29'	35°18'30"	102.91'
C6	2	400.00'	N 7°41'15" E 130.51'	18°46'42"	131.10'
C7	BOUND	60.00'	N 69°20'18" W 66.05'	29°3'12'15"	307.04'
C8	4	216.00'	S 22°41'09" W 95.10'	25°26'05"	95.89'

# CERTIFIED SURVEY MAP

MARATHON COUNTY NO. \_\_\_\_\_ VOL. \_\_\_\_\_ PAGE \_\_\_\_\_

PART OF THE NW1/4 NW1/4, SECTION 34, TOWNSHIP 28 NORTH,  
RANGE 8 EAST, VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN.

SHEET 3 OF 3 SHEETS

## OWNERS CERTIFICATE OF DEDICATION

REEDY BUILDERS LLC, A LIMITED LIABILITY CORPORATION DULY ORGANIZED AND EXISTING UNDER AND BY VIRTUE OF THE LAWS OF THE STATE OF WISCONSIN, AS OWNER, DOES HEREBY CERTIFY THAT SAID CORPORATION CAUSED THE LAND DESCRIBED ON THIS MAP TO BE SURVEYED, DIVIDED, MAPPED AND DEDICATED AS REPRESENTED ON THIS MAP. REEDY BUILDERS LLC., DOES FURTHER CERTIFY THAT THIS MAP IS REQUIRED TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION: VILLAGE OF WESTON. IN WITNESS WHEREOF, THE SAID REEDY BUILDERS LLC., HAS CAUSED THESE PRESENTS TO BE SIGNED BY CHRIS REEDY, AND ITS CORPORATE SEAL TO BE HEREUNTO AFFIXED ON THIS \_\_\_\_\_, DAY OF \_\_\_\_\_, 2015.

\_\_\_\_\_  
CHRIS REEDY  
REEDY BUILDERS LLC.

STATE OF WISCONSIN)  
MARATHON COUNTY) SS

PERSONALLY CAME BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2015, THE ABOVE NAMED CHRIS REEDY TO ME KNOWN TO BE THE SAME PERSON WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THE SAME.

\_\_\_\_\_  
NOTARY PUBLIC, MARATHON COUNTY, WISCONSIN

MY COMMISSION EXPIRES \_\_\_\_\_

## VILLAGE BOARD RESOLUTION

RESOLVE, THAT THIS MAP IN THE VILLAGE OF WESTON, REEDY BUILDERS LLC., OWNER, IS HEREBY APPROVED BY THE VILLAGE BOARD.

DATE \_\_\_\_\_ APPROVED \_\_\_\_\_  
VILLAGE PRESIDENT

DATE \_\_\_\_\_ SIGNED \_\_\_\_\_  
VILLAGE PRESIDENT

I HEREBY CERTIFY THAT THE FOREGOING IS A COPY OF A RESOLUTION ADOPTED BY THE VILLAGE BOARD OF THE VILLAGE OF WESTON.

DATE \_\_\_\_\_  
VILLAGE CLERK



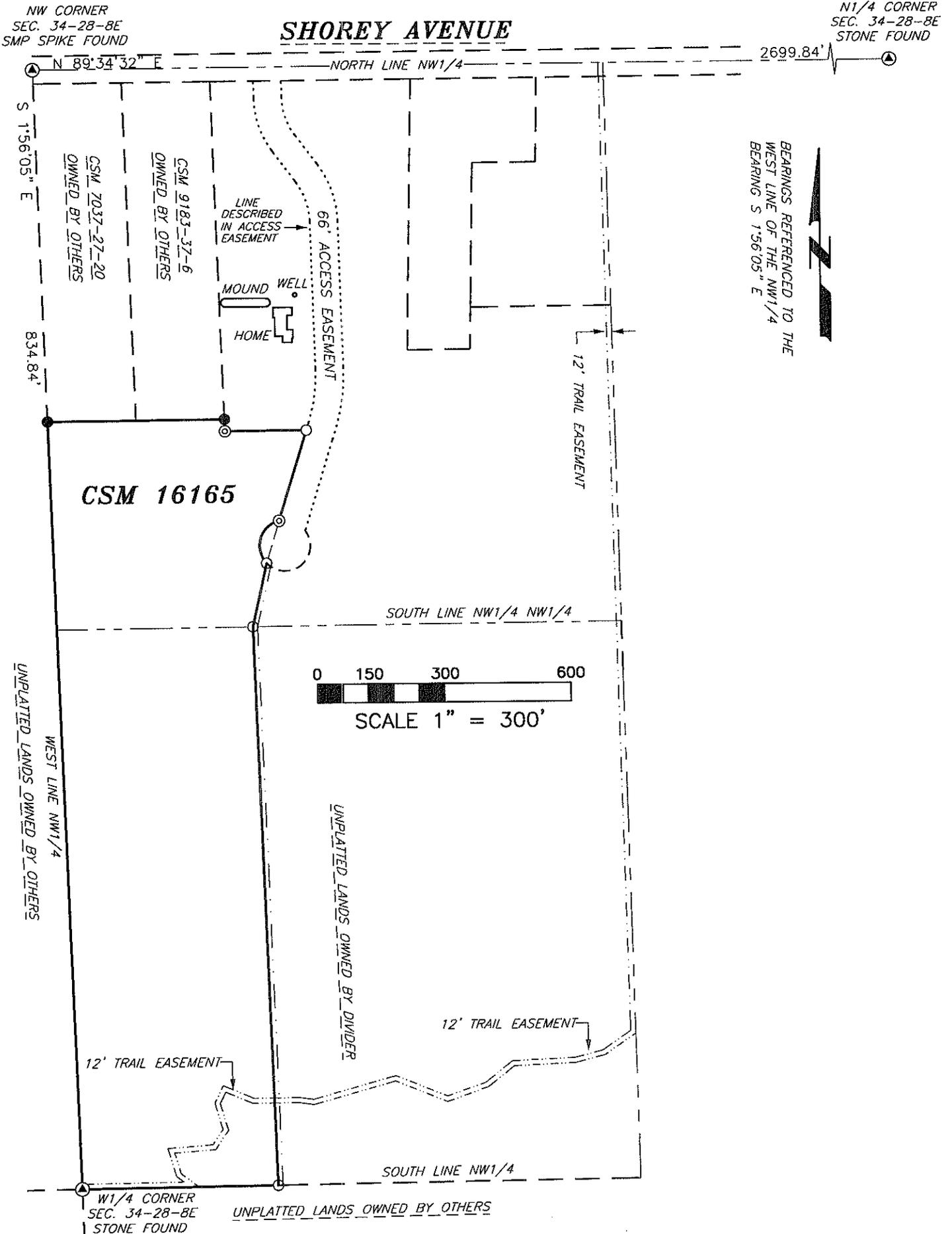
Map of proposed trail easement for meeting a requirement of Complete Streets policy

# EXHIBIT MAP OF TRAIL

PART OF THE NW1/4 NW1/4 AND SW1/4 NW1/4, SECTION 34, TOWNSHIP 28 NORTH, RANGE 8 EAST, VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN.

<b>VREELAND ASSOCIATES, INC.</b> 6103 DAWN STREET WESTON, WI. 54476 PH (715) 241-0947 OR TOLL FREE (866) 693-3979 FAX (715) 241-9826 vreeland@dwave.net	PREPARED FOR: <b>CHRIS REEDY</b>
FILE #: R-247 REEDY	DRAFTED AND DRAWN BY: TIMOTHY G. VREELAND

SHEET 1 OF 2 SHEETS

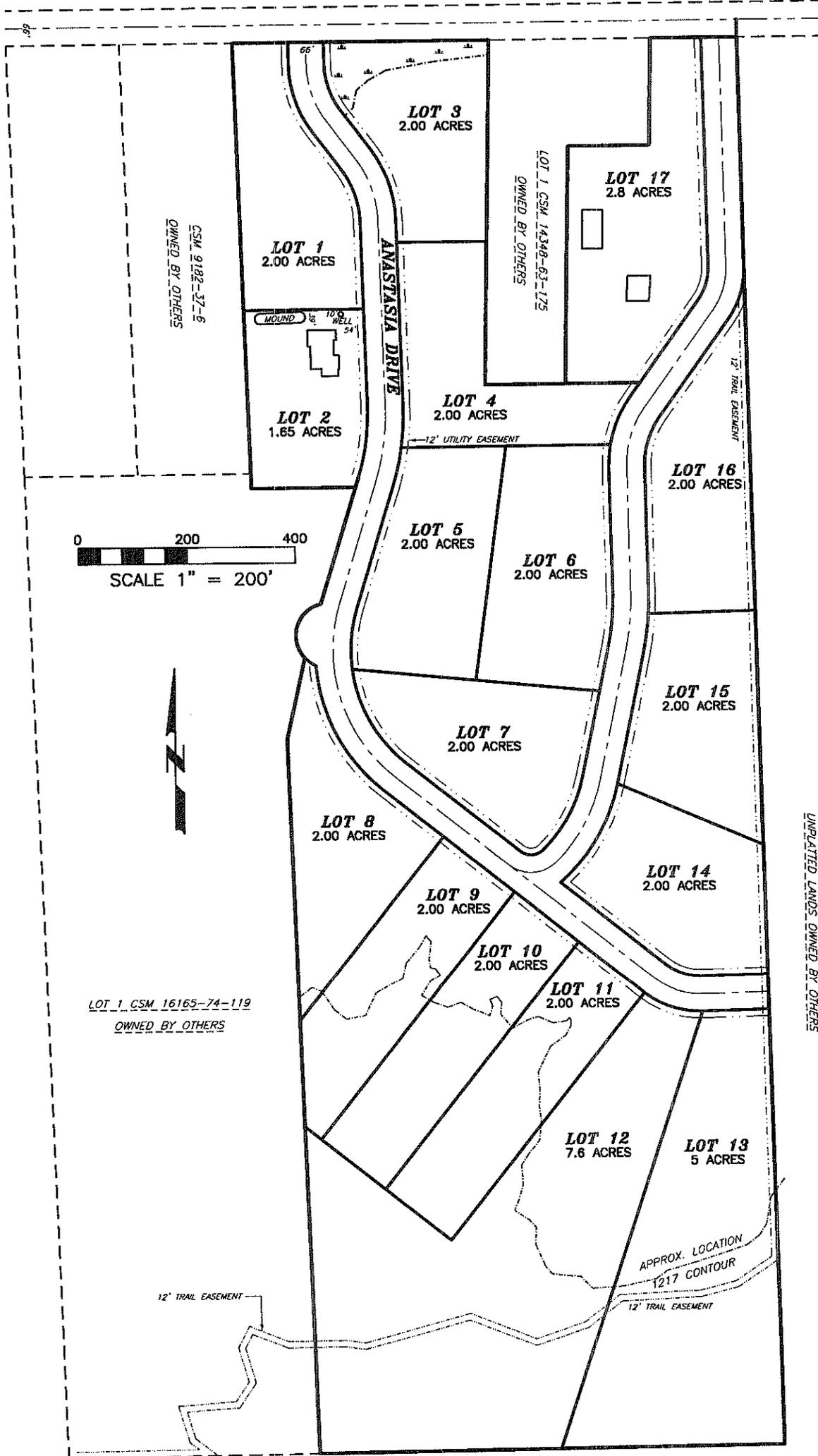


Ghost Plat for remainder of property and extension of road back out to Shorey

# REEDY PRE-PRELIMINARY PLAT

PART OF THE NW1/4 NW1/4 AND SW1/4 NW1/4, SECTION 34, TOWNSHIP 28 NORTH, RANGE 8 EAST, VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN.

## SHOREY AVENUE



UNPLATTED LANDS OWNED BY OTHERS



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

**REQUEST FROM: JENNIFER HIGGINS, PLANNING AND DEVELOPMENT DIRECTOR.**

**ITEM DESCRIPTION: SKARE REQUEST TO REZONE A 1.75 ACRE PARCEL LOCATED ON STERNBERG AVENUE, EAST OF 3503 & 3507 STERNBERG AVENUE FROM MF MULTIPLE FAMILY TO INT INSTITUTIONAL (PIN 192 2808 174 0881) (REZN-8-15-1531)**

**DATE/MTG: PLAN COMMISSION, MONDAY, SEPTEMBER 14, 2015**

**REQUESTED ACTION:** Applicant would like the property rezoned to INT to allow them to proceed with the property purchase and development of a site plan for an independent senior apartment.

**POLICY QUESTION:** Should the Plan Commission recommend approval of the rezone request without any conditions?

**RECOMMENDATION:** I make a motion to endorse approval, and recommend to the Trustees, subject to the following conditions and stipulations for the Zoning Administrator.

**APPLICANT:** Thomas and Joyce Skare, 3700 Mount View Avenue #311, Weston, WI 54476

**PROPERTY OWNER:** Janet Barwick, 1024 London Street, Menasha, WI 54952

**PROPERTY DESCRIPTION:** Parcel 1 of Certified Survey Map No. 15329 as recorded in the Office of the Register of Deeds for Marathon County, Wisconsin, in Volume 69 of surveys on page 71 as Document No. 1521730; being part of the northwest quarter of the southeast quarter of Section 17, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin. This property described consists of 1.752 acres, and is located on Sternberg Avenue, east of Gordon Street.

**ZONING:** MF Multiple Family Residential

**SURROUNDING LAND USES:** Multi-family Apartments

**CRITERIA FOR REVIEW:**

Section 207-6	Meets Criteria?	Notes
1. All standards of this chapter and other village regulations are met.	Yes	The request is consistent with the Village Comprehensive Plan and Village ordinances.
2. Adequate public facilities and utilities are provided.	Yes	Sewer and water is readily available to serve this development.
3. Adequate stormwater and erosion control measures.	N/A	This will be met at time of site plan approvals.



Application for Rezone  
**REZONE DETERMINATION BY THE VILLAGE OF WESTON  
PLAN COMMISSION**

Application/Petition No.: **REZN-8-15-1531** Hearing Date: **September 14, 2015**  
Applicant: **Thomas and Joyce Skare, 3700 Mount View Avenue #311, on behalf of owner Janet Barwick, 1024 London Street, Menasha, WI 54952**  
Location: **PIN 192 2808 174 0881 - a 1.75 acre parcel located on Sternberg Avenue, east of 3503 & 3507 Sternberg Avenue**  
Description: **Parcel 1 of Certified Survey Map No. 15329 as recorded in the Office of the Register of Deeds for Marathon County, Wisconsin, in Volume 69 of surveys on page 71 as Document No. 1521730; being part of the northwest quarter of the southeast quarter of Section 17, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin. The property described consists of 1.752 acres, and is located on Sternberg Avenue, east of Gordon Street.**

The Department of Planning and Development of the Village of Weston, pursuant to the Village of Weston Zoning Code, Article 16 Processes, Section 94.16.03 Amendments to the Official Zoning Map (Rezoning), hereby makes the following findings and evaluation to the Village of Weston Plan Commission:

**GENERAL INFORMATION:**

Current Zoning: **MF Multiple Family Residential**  
Definition: 94.2.02(1)(d) **The MF Multiple Family Residential** accommodates a range of housing types, including multiple family residences (e.g., townhouses, apartment buildings, multi-plexes), two family residences, and single family residences, along with compatible institutional and recreational uses. Development within this district is served by public sanitary sewer and water services, and roadways with an urban cross section (e.g., curbs, storm sewer). The MF district is intended for areas planned for multiple family residential development, or portions of areas planned for neighborhood development at the Village’s discretion, within the Comprehensive Plan. (Predecessor district: R-3 Multiple Family, Garden Apartments and R-4 Multiple Family, Apartments).  
Proposed Zoning **INT Institutional**  
Definition: 94.2.02(3)(a) **The INT Institutional district** enables a range of public, semi-public, educational, religious, and other “gathering” type uses generally intended for non-commercial purposes, subject to performance standards to ensure compatibility between institutional uses and surrounding uses, zoning districts, and infrastructure. Development within this district is generally served by public sanitary sewer and water services, and roadways with an urban cross section (e.g., curbs, storm sewer). The INT district is intended for areas planned for public/quasi-public uses within the Comprehensive Plan, and for other non-residential, non-agricultural use. (Predecessor district: PUL Public and Utility Lands; OIP Institutional and Public Service overlay).  
Future Land Use: **Multiple Family Residential/Institutional**  
FLU Description: **Multiple Family Residential - A range of housing types, including multiple family residences (e.g., townhouses, apartment buildings, multiplexes), two family residences, and single family residences, along with compatible institutional and recreational uses, all served by a public sewer system. Also mapped over existing (as of 2015) mobile home parks.**

**Development Policies:**

- 1. Generally map Multiple Family Residential areas on the Future Land Use map:**

- in areas <5 acres each, except condominiums or where serving as a buffer to a highway or non-residential uses.
  - no closer than ½ mile away from other Multiple Family Residential area, except if separated by arterial street/highway with a safe pedestrian crossing.
2. Hold new multiple family housing and manufactured homes to similar standards for lasting quality and livability that is expected of single family housing and neighborhoods. These standards include high-quality building materials, architectural variation and interest, durable and lasting finish materials (inside and out), inclusion of garage or underbuilding parking, and responsible management.
  3. Monitor areas of aging multiple family and mobile home housing so that they are community assets. Work with owners and property managers to address problems.

**Institutional - A range of public, semi-public, educational, religious, and other “gathering” type uses generally intended for non-commercial purposes, generally served by a public sanitary sewer system.**

**Development Policies:**

1. Meet associated non-residential building and site design standards per zoning ordinance.
2. Require developments to address off-site traffic, environmental, and neighborhood impacts.

1. Is the proposed rezoning consistent with the Comprehensive Plan, as is required by Wisconsin Statutes?

**Yes, the property will be used for specialized (senior) multi-family residential. The property that is being rezoned is adjacent to another property, The Pines at Mount View, being used for a similar use.**

2. Does the rezoning further the purpose and intent of this Chapter?

**Yes.**

3. Does rezoning address any of the following that are not properly addressed on the current Official Zoning Map?

**No, this rezone is not addressing any mapping error, new or changed factors or growth patterns.**

4. Does the proposed zoning district maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property?

**Yes, the property will be used for specialized (senior) multi-family residential. The property that is being rezoned is adjacent to another property, The Pines at Mount View, being used for a similar use. It also addresses a growing need in the area for senior housing.**

**BACKGROUND INFORMATION:**

Staff was approached by representatives of Thomas and Joyce Skare, to discuss the construction of another independent senior apartment building, similar to *The Pines at Mount View* independent senior apartment, located directly south of this project. During the new zoning ordinance, *The Pines at Mount View*, was placed into the INT zoning district on the new Zoning Map because senior housing is a permitted use by right in the district and it would restrict the apartments to being only used as senior housing, not regular multi-family apartments in the future. The representatives wanted the zoning to be the same on this project as *The Pines at Mount View* so they are requesting a rezone to INT Institutional to allow them to proceed with plans for the project. The Offer to Purchase is contingent on the Skare’s receiving a rezone on the property. Plans would then be to proceed with designing the site plan and building. We are told they would like to mimic *The Pines at Mount View* and take it up a notch.

Please see the attached Operational Plan, included in the packet, for more information on the proposed senior housing project.

**CURRENT PROPERTY CONDITIONS:**

Presently, the property is vacant and undeveloped.

**PLAN COMMISSION ACTION OPTIONS:**

- 1) Plan Commission recommends approval of the rezone request, which would allow a senior housing development to be constructed on the site in the future. Rezoning to INT would restrict the use of the future building for senior housing only, not regular multi-family.
- 2) Plan Commission recommends denial of the rezone. Please note that the apartments could be still developed however, they would not be restricted to only senior housing and could be used for regular multi-family housing if that is ever the desire of the owners.

## OPERATIONAL PLAN

### STERNBERG AVENUE

#### 1. DESCRIPTION OF ACTIVITIES AND PROCESS

The Property will be used for an apartment building for independent senior living. The Property will have a part-time on site management who will oversee maintenance, repairs and social activities while fostering positive relations with the residents. The residents will be fifty-five years old or better in age. Like The Pines, this property will have common areas such as a large community room, a private dining room, a serving kitchen, a business center, a small store for convenience items, a beauty salon/barber shop, an exercise room and one or more lounges. The central mission will be to create a small community at the property with a high quality of life for the residents.

#### 2. OUTDOOR STORAGE

Nothing will be stored outside except several hoses that will be used to water plantings around the building. The hoses will be stored inside from November 1 until April 15 each year.

#### 3. IMPACTS ON NEIGHBORING PARCELS

The Property is currently zoned Multi-Family Residential. If re-zoned to Institutional there would be lesser impacts than with Multi-Family Residential. The traffic will be lower in volume. Most of the traffic would be from 9:00 A. M. to 5:00 P. M. After 5:00 P. M. there will be a significant reduction in traffic. 10 to 20 per cent of residents will not drive at all and others will drive only a few times a week. A border of existing trees will be maintained on the east side and the west side of the Property to serve as screening.

There will be only one part-time employee on site. There will also be a part-time maintenance person (5-10 hours/week), a part-time lawn care person (2-4 hours/week), a part time cleaning person (5-10 hours/week), a part-time snow removal person during the winter (as needed) and a part-time person to maintain the plantings (5 hours per week during the spring, summer and early fall.

Other than bi-weekly garbage pickup there will be no pickups of materials on site. The only deliveries to the site will be bi-monthly deliveries of office supplies, cleaning supplies and catered food for occasional meals for the residents. These deliveries will be from 8:00 A. M. to 5:00 P. M. and will be made by car or by mini-van.

4. EXISTING FACILITIES AT PROPOSED SITE

There are no existing facilities on the Property. A new apartment building with heated underground parking will be constructed on the Property.

5. ADDITIONAL REQUIRED LICENSES

No additional required licenses are required.

6. OTHER PERTINENT INFORMATION

The Property will look much like The Pines.



**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN**

**ORDINANCE NO. 15-018**

**AN ORDINANCE TO APPROVE THE REZONING OF LAND FROM MF MULTIPLE FAMILY DISTRICT TO INT INSTITUTIONAL DISTRICT; 1.752 ACRE PARCEL DESCRIBED AS PARCEL 1 OF CERTIFIED SURVEY MAP NO. 15329 AS RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS FOR MARATHON COUNTY, WISCONSIN, IN VOLUME 69 OF SURVEYS ON PAGE 71 AS DOCUMENT NO. 1521730; BEING PART OF THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 17, TOWNSHIP 28 NORTH, RANGE 8 EAST, VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN.**

WHEREAS, the Plan Commission of the Village of Weston having held a public hearing on the 14<sup>th</sup> day of September 2015, on the application described below for the zoning of the property described herein; and

WHEREAS, the Plan Commission having thereafter filed its written recommendations and findings with the Village Board, and the said Board having received and approved the recommendation of said Committee;

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

SECTION 1: On the application (REZN-8-15-1531) of property applicants Thomas and Joyce Skare, 3700 Mount View Avenue #311, on behalf of owner Janet Barwick, 1024 London Street, Menasha, WI 54952, for the following territory now comprising a part of the MF Multiple Family zoning district, located in Section 17, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin, is hereby designated to be and become hereafter part of the following zoning district:

**INT Institutional** - described Parcel 1 of Certified Survey Map No. 15329 as recorded in the Office of the Register of Deeds for Marathon County, Wisconsin, in Volume 69 of surveys on page 71 as Document No. 1521730; being part of the northwest quarter of the southeast quarter of Section 17, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin. The property described consists of 1.752 acres, and is located on Sternberg Avenue, east of Gordon Street.

SECTION 2: The Clerk shall make necessary alterations upon the official map of the Village of Weston to reflect the changes in the zoning classifications of the property described herein.

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 21<sup>st</sup> day of September, 2015

VILLAGE BOARD OF WESTON

By: \_\_\_\_\_  
Barbara Ermeling, its President

Attest: \_\_\_\_\_  
Sherry Weinkauf, Village Clerk

APPROVED: \_\_\_\_\_

PUBLISHED: \_\_\_\_\_

DRAFT





**VILLAGE OF WESTON  
NOTICE OF PUBLIC HEARINGS**

**NOTICE IS HEREBY GIVEN** that a public hearing will be held before the Village of Weston Plan Commission and Joint Town & Village of Weston Extraterritorial Zoning Committee, on **Monday, September 14, 2015, at 6:00 p.m.**, at the Weston Municipal Center, 5500 Schofield Avenue, Weston, WI 54476 to take testimony relative to the following:

ETZ-REZN-8-15-1530 Jason Maki, 6007 Municipal Street, Weston, requesting a rezone from RR-2 (Rural Residential-2 Acre) to AR (Agricultural and Residential) on a 2.190 acre vacant parcel, located directly along the west side of 10316 River Road (PIN 082-2808-134-0994). This 2.190 acre parcel is proposed to be combined with two adjacent lots to the north, under the same ownership, which are zoned AR.

REZN-8-15-1527 Reedy Builders, 5907 Shorey Avenue, Weston, requesting a rezone from RR-2 (Rural Residential-2 Acre) to SF-L (Single Family Residential-Large Lot) on properties described as Lot 1 and Lot 2 of proposed certified survey map drawn up by Vreeland Associates, Inc., dividing property currently addressed as 5907 Shorey Avenue (PIN 192-2808-342-0985). Proposed Lot 1 consists of 1.823 acres, and proposed Lot 2 consists of 1.732 acres.

**REZN-8-15-1531 Thomas and Joyce Skare, 3700 Mount View Avenue #311, Weston, on behalf of owner Janet Barwick, 1024 London Street, Menasha, WI 54952, requesting a rezone from MF (Multiple Family Residential) to INT (Institutional) for a proposed independent senior living facility on property described as (PIN 192-2808-174-0881) Parcel 1 of CSM #15329, Vol. 69, Pg. 71, Doc. #1521730. This parcel is on Sternberg Avenue, located directly north of 3700 Mount View Avenue, and consists of 1.752 acres.**

CU-8-15-1533 Matthew Bayer, M & S LLP, R1526 Lodholz Road, Ringle, requesting to amend their existing conditional use permit, on property addressed as 9902 Weston Avenue (PIN 192-2808-244-0996), to include property addressed as 9908 Weston Avenue (PIN 192-2808-244-0997), as the owner is proposing to combine the two parcels into one, in order to expand the existing business.

REZN-8-15-1538 William and Mary Lewis, 9309 Camp Phillips Road, Weston, requesting to rezone parcels being reconfigured to allow for zoning map corrections. The parcels being rezoned and reconfigured are described as Lots 1, 2, 3, and Outlot 1 of proposed certified survey map drawn up by Riverside Land Surveying, LLC. The parcels involved are primarily addressed as 9309 Camp Phillips Road consisting of 24.410 acres (PIN 192-2808-321-0987) and 9303 Camp Phillips Road consisting of 8.850 acres (192-2808-321-0988). The proposed Lots 2 and 3 are proposed to be zoned to LI (Limited Industrial) and proposed Lot 1 and Outlot 1 are proposed to be zoned to RR-2 (Rural Residential-2 Acre).

The hearing notice and applicable application materials are available on the Village of Weston website located at <http://westonwi.gov/421/Public-Hearing-Notices>.

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

Dated this 27th day of August, 2015

Valerie Parker  
Plan Commission Secretary

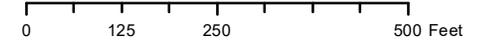
# Village of Weston Future Land Use Map



## Skare Rezone

Map Date: 09/02/2015

Created by the Village of Weston  
Technical Services Department

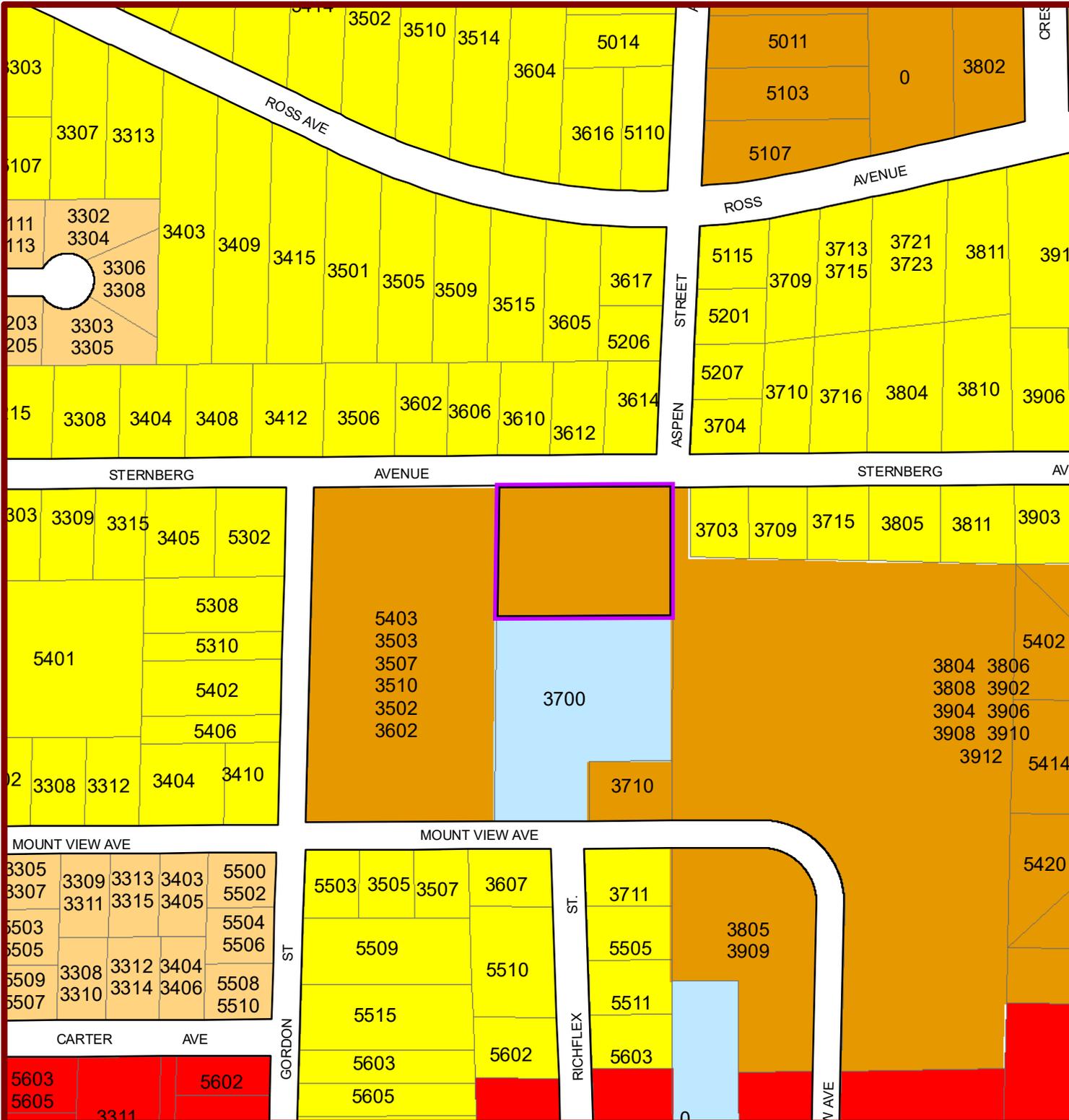


### Legend

- Sternberg Avenue Parcel
- Village of Weston
- ROW
- Wetlands
- Surface Water
- Parcel Boundary

### Future Land Use Designations

- Single Family Residential - Unsewered
- Single Family Residential - Sewered
- Two Family Residential
- Multiple Family Residential
- Planned Neighborhood
- Commercial
- Business/Office Park
- Mixed Use
- Industrial
- Institutional
- Parks and Recreation
- Agriculture
- Environmental Corridor



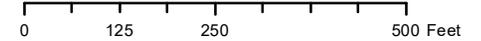
# Village of Weston Official Zoning Map



## Skare Rezone

Map Date: 09/02/2015

Created by the Village of Weston  
Technical Services Department

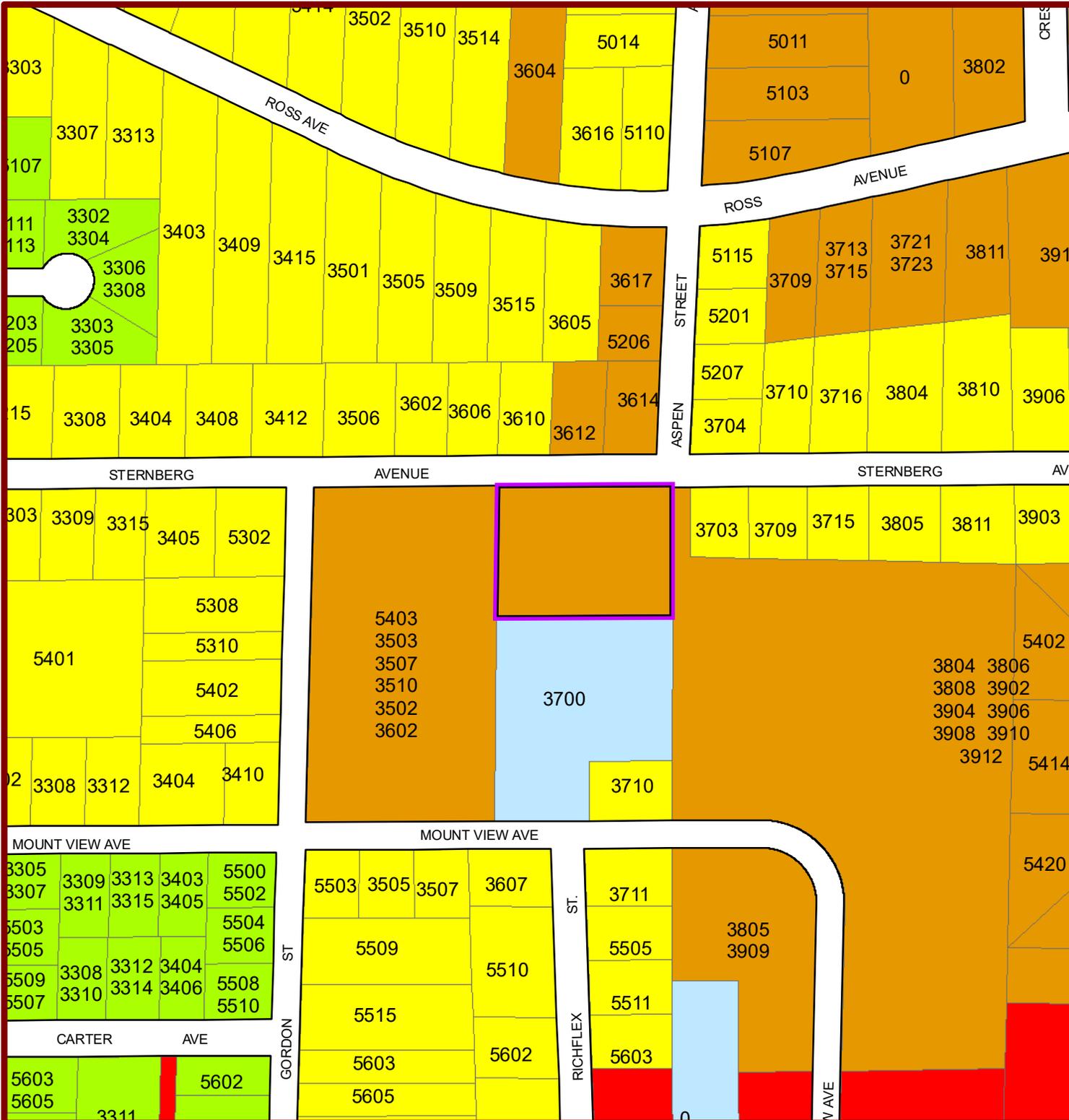


### Legend

- Sternberg Avenue Parcel
- Village of Weston
- ROW
- Wetlands
- Surface Water
- Parcel Boundary

### Zoning District Designations

- AR - Agriculture and Residential
- PR - Parks and Recreation
- RR-2 - Rural Residential-2 Acre
- RR-5 - Rural Residential-5 Acre
- SF-L - Single Family Residential-Large Lot
- SF-S - Single Family Residential-Small Lot
- 2F - Two Family Residential
- MF - Multiple Family Residential
- MH - Manufactured Home
- INT - Institutional
- B-1 - Neighborhood Business
- B-2 - Highway Business
- B-3 - General Business
- BP - Business Park
- LI - Limited Industrial
- GI - General Industrial



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

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

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ITEM DESCRIPTION: **CONDITIONAL USE PERMIT (CU-8-15-1533) AGRICULTURAL RELATED USE IN B-2 – HIGHWAY BUSINESS DISTRICT AT 9902 AND 9908 WESTON AVENUE.**

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DATE/MTG: **SEPTEMBER 14, 2015 - PLAN COMMISSION**

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POLICY QUESTION: Should the Plan Commission approve the conditional use permit as requested by Matthew Bayer, M & S RE LLP, owner of Country Fresh Meats to allow the expansion of Agricultural-related uses within the B-2 zoning district on the 9902 and 9908 Weston Avenue?

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RECOMMENDATION TO: I make a motion to endorse approval, of **Option 1** as stated on the Conditional Grant Determination (see attached).

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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   |
- 

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FISCAL IMPACT ANALYSIS:

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

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STATUTORY / RULEMAKING / POLICY REFERENCES:

- |  |          |
|--|----------|
| <input type="checkbox"/> WI Statue:              | _____    |
| <input type="checkbox"/> WI Administrative Code: | _____    |
| <input type="checkbox"/> Case Law / Legal:       | _____    |
| <input type="checkbox"/> Municipal Code:         | 94.16.06 |
| <input type="checkbox"/> Municipal Rules:        | _____    |
- 

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PRIOR REVIEW: None

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BACKGROUND: Country Fresh Meats currently operates under a conditional use permit; however, the owner is proposing to combine both lots via a CSM. The conditional use that was approved is still valid, except it would need to be amended to include both property descriptions in order for the CSM to be approved. Staff determined the processes would be more efficient and effective if a new conditional use was created for both properties reflecting the new zoning code.

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Attachments

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**VILLAGE OF WESTON  
NOTICE OF PUBLIC HEARINGS**

**NOTICE IS HEREBY GIVEN** that a public hearing will be held before the Village of Weston Plan Commission and Joint Town & Village of Weston Extraterritorial Zoning Committee, on **Monday, September 14, 2015, at 6:00 p.m.**, at the Weston Municipal Center, 5500 Schofield Avenue, Weston, WI 54476 to take testimony relative to the following:

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REZN-8-15-1538 William and Mary Lewis, 9309 Camp Phillips Road, Weston, requesting to rezone parcels being reconfigured to allow for zoning map corrections. The parcels being rezoned and reconfigured are described as Lots 1, 2, 3, and Outlot 1 of proposed certified survey map drawn up by Riverside Land Surveying, LLC. The parcels involved are primarily addressed as 9309 Camp Phillips Road consisting of 24.410 acres (PIN 192-2808-321-0987) and 9303 Camp Phillips Road consisting of 8.850 acres (192-2808-321-0988). The proposed Lots 2 and 3 are proposed to be zoned to LI (Limited Industrial) and proposed Lot 1 and Outlot 1 are proposed to be zoned to RR-2 (Rural Residential-2 Acre).

The hearing notice and applicable application materials are available on the Village of Weston website located at <http://westonwi.gov/421/Public-Hearing-Notices>.

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

Dated this 27th day of August, 2015

Valerie Parker  
Plan Commission Secretary



Application for Conditional Use Permit  
**CONDITIONAL GRANT DETERMINATION BY THE VILLAGE OF WESTON  
PLAN COMMISSION**

Application/Petition No.: **CU-8-15-1533** Hearing Date: **September 14, 2015 at 6:00pm**  
Applicant: **Matthew Bayer, M & S RE LLP, R1526 Lodholz Road, Ringle, WI 54471**  
Location: **9902 and 9908 Weston Avenue, Weston, WI 54476 (To be combined via CSM CCSM-9-15-1541)**  
Description: **9902 Weston Avenue: description filed with the Register of Deeds of Marathon County, Wisconsin as north 725 feet of that part of said forty laying west of highway J and south of State Highway 29 excluding road; Part of the southwest ¼ of the southeast ¼ of Section 24 T28N R8E, Village of Weston, Marathon County, Wisconsin.**

**9908 Weston Avenue: description filed with the Register of Deeds of Marathon County, Wisconsin as that part laying west of highway J excluding south two rods, excluding n 725 feet, excluding M412-10 & M496-424 (highway); Part of the southwest ¼ of the southeast ¼ of Section 24 T28N R8E, Village of Weston, Marathon County, Wisconsin.**

The Department of Planning and Development of the Village of Weston, pursuant to the Village of Weston Zoning Code, Article 16 Processes, Section 94.16.06 Conditional Use Permits, hereby makes the following findings and evaluation to the Village of Weston Plan Commission:

**GENERAL INFORMATION:**

Zoning: **B-2 – Highway Business**

Definition: 94.2.02(3)(d) **The B-2 district** accommodates a range of large- and small-scale office, retail, commercial service, restaurant, and lodging uses. Development within this district is served by public sanitary sewer and water services. This district is intended for mapping (i) along major highway corridors; (ii) outside of the Village’s neighborhood areas; and (iii) in areas planned for commercial uses within the Comprehensive Plan.

Proposed Land Use: **Agricultural-Related Use.** A facility, whether or not located on a farm, that has at least one of the following as a primary and not merely incidental purpose: providing agricultural supplies, agricultural equipment, agricultural inputs, or agricultural services directly to farms; storing, processing, or handling raw agricultural commodities obtained directly from farms; slaughtering livestock; marketing livestock to or from farms; processing agricultural by-products or wastes received directly from farms. Examples of such uses include, but are not limited to, agricultural implement sales, storage, and/or repair operations; feed and seed stores; agricultural chemical dealers and/or storage facilities; animal feed storage facilities (except those accessory to an “Agricultural Use”); commercial dairies; food processing facilities; licensed farm auction operations; canning and other food packaging facilities; greenhouses and garden centers; orchard stores; agricultural waste and by-product disposal facilities (except those accessory to an “Agricultural Use”); farms regularly open for tours, demonstrations, hayrides, corn mazes, farm breakfasts, and other similar events; sawmills; de-barking operations; and chipping facilities. Not included within this land use category are plants intended to convert agricultural products to energy on a large-scale basis, Sales of Farm and Forestry Products, landscape contractors, and or any other separately listed land use in this Section.

Performance Standards: **1. Slaughterhouses and stockyards are subject to the licensing standards set forth in Chapter 18, Article V of the Code.**

Future Land Use: **Future Commercial**

FLU Description:

**Retail, commercial service, restaurant, and office uses, all served by public sanitary sewer and water services. Where along major highway corridors or outside of the Village's neighborhood areas, the scale and range of uses may expand, including lodging, large-scale retail, wholesaling, and outdoor display land uses.**

**Development Policies:**

- 1. Meet associated non-residential building and site design standards per zoning ordinance, including any overlay district requirements.**
- 2. Time rezoning to when public utilities are available and a development proposal is made.**
- 3. Assure that development provides access and an attractive rear yard appearance to development behind it.**
- 4. Require developments to address traffic, environmental, and neighborhood impacts.**

1. Is the proposed conditional use in harmony with the Comprehensive Plan, this Chapter, and any other plan, program, or ordinance adopted by the Village?

**Yes, the slaughtering and processing of livestock has a direct impact of the retail use and further perpetuates the successful retail use of the property.**

2. Does the proposed conditional use, in its proposed location and as depicted on the required site plan, result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of this Chapter, the Comprehensive Plan, or any other plan, program, map, or ordinance adopted by the Village?

**No, the proposed use will not have any immediate adverse effects on the surrounding properties, as the property is over 13 acres and is setback over 900' from Weston Avenue. The property to the west is Limited Industrial and the north and the east is State Highway 29 and the County Road J interchange. Further expansion of this property will be limited by the ANR high pressure gas pipeline and the existing wetlands, as defined on the proposed CSM.**

3. Does the proposed conditional use maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property?

**Yes, the B-2 is intended to be zoned along highways for retail use, outside of residential areas.**

4. Is the proposed conditional use located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities, or services provided by public agencies serving the subject property?

**Yes, there are adequate improvements, facilities, utilities and services for the property. The site currently is served by sewer and water.**

5. Do the potential public benefits of the proposed conditional use outweigh potential adverse impacts of the proposed conditional use, after taking into consideration the applicant's proposal and any requirements recommended by the applicant to ameliorate such impacts?

**Yes, the conditional grant will allow the applicant to expand the successful business, which will lead to an increased tax base for the Village.**

**BACKGROUND INFORMATION:**

July 14, 2003, the proposal for the construction of Country Fresh Meats was approved by the Plan Commission with recommendations from staff for approval. The conditions that were placed on the approval at that time were the submittal of a lighting plan, signage details and a detailed schedule of the desirability for the installation of utilities. Also, a provision

was placed upon Country Fresh Meats that if dust were to become an issue from the gravel portion of the parking lot, it would have to be remediated in some fashion.

June 11, 2012, a conditional use permit application (CU-5-12-1288) was approved by the Plan Commission for the use of Meat Market and Animal Processing Facility at 9002 Weston Avenue. Note, the CUP did not cover 9008 Weston Avenue, which is where the residential home currently exists. This conditional use should have been applied for and approved prior to the initial construction in 2003. The purpose for the location of the facility is so that the facility can market locally raised products. At that time, butchering was limited to one day per week, which consisted of 6 to 10 head of beef and 15 – 30 hogs, all of which occurred indoors. Bi-products were handled in a refrigerated room to control odor and be removed by a rendering company. No animals are exposed to the outside. No one spoke in opposition at the time of the public hearing. The expansion (CSIT-5-12-1290) was approved at that time as well. The CUP was recorded on July 24, 2012 (Doc No. 1625912).

July 12, 2013, Plan Commission approved the request to modify the exterior building materials and decrease the size of the pen area. Staff recommended the changes that were proposed. The modification was not added to the CUP but was done as part of the site plan approval for the project.

**CURRENT PROPERTY CONDITIONS:**

Presently, the property is, as requested in the previous conditional use permit, used for a meat market and animal processing facility, which, under the newly adopted zoning code, is categorized as an Agricultural-Related Use. There is also a residential dwelling unit on the southern portion of the property. This dwelling unit is currently served by a private well and private on-site wastewater treatment system, which would no longer be needed as the newly created parcel (joined by CSM) is already served by public sewer and water.

**PLAN COMMISSION ACTION OPTIONS:**

- 1) Plan Commission approves the conditional use permit with all the performance standards stated in Section 94.4.03(2) and with the following conditions:
  - a. The house shall be removed by September 14, 2016 and the disturbed area reseeded;
  - b. The private well shall be properly abandoned or a Private Well Permit received according to the appropriate regulations determined by the Wisconsin Department of Natural Resources by September 14, 2016;
  - c. The private on-site wastewater treatment system shall be properly removed according to the appropriate regulations determined by the Marathon County Department of Conservation, Planning and Zoning by September 14, 2016;
  - d. No animals shall be exposed to the outdoors;
  - e. The slaughtering of animals shall be limited to indoors only; and
  - f. All bi-products shall be handled in a refrigerated room, in order to control odor, and be removed by a rendering company.
  
- 2) Plan Commission approves the conditional use permit with all the performance standards stated in Section 94.4.03(2) and with the following conditions:
  - a. No animals shall be exposed to the outdoors;
  - b. The slaughtering of animals shall be limited to indoors only; and
  - c. All bi-products shall be handled in a refrigerated room, in order to control odor, and be removed by a rendering company.
  
- 3) Plan Commission approves the conditional use permit with all the performance standards stated in Section 94.4.03(2) without any additional conditions.
  
- 4) Plan Commission denies the conditional use permit based on the use not fitting in or enhancing the harmony of the neighboring parcels.

**\*\*Please note, it should be discussed with the Director of Public Works if there should be a condition within the conditional use permit addressing possibility of contaminated substances entering the sewer system, its remediation and the coverage of the cost of said remediation(s).**

## Country Fresh Meats

### Basic operations of production

Our facility production includes butchering, fresh meat cutting, sausage making and retail sales. Butchering consist of butchering one day per week. Holding pens for the animals are enclosed from the elements, ventilated for reduction of odors. Animals are held overnight on Sunday only since we butcher on Mondays. Slaughter production is typically done by 3:30 pm. The wastes that are being removed are disposed of by our rendering company that picks up our bones and offal by-products for their production.

Fresh meat cutting is done daily for sausage and retail sales. Sausage production is also done daily for our whole sale accounts. We currently have 40 employees with the possibility of hire more with the expansion. The expansion will help us with efficiencies in production and production flow, giving us more room for cooked product slicing, packaging and labeling. Also it will provide room for finished product cold storage (packaged product ready to ship). The back area will give us more loading dock area to ease with truck loading. The second level will add to our much needed dry storage.

There is a house and a well on the parcel that at some point I would like to remove or dedicate for a non-residential use. With the well, I would like to keep for lawn irrigation.

### Justification:

The permit is justified because we are doing the proposed business under a current conditional use permit. We are only adding production room and not changing what we are doing on the property.

**VILLAGE OF WESTON, MARATHIN COUNTY, WI**  
**CONDITIONAL USE PERMIT #CU-8-15-1533**

This CONDITIONAL USE PERMIT is issued as of the 14<sup>th</sup> day of September, 2015, by the PLAN COMMISSION of the Village of Weston to M & S RE LLP, property owner.

WHEREAS, M & S RE LLP is the owner of the properties described below in the Village of Weston, and said owner intends to use thereon agricultural related uses. The said properties upon which said activity is to take place is more particularly described as follows:

North 725 feet of that part of said forty laying west of highway J and south of State Highway 29 excluding road; Part of the southwest ¼ of the southeast ¼ of Section 24 T28N R8E, Village of Weston, Marathon County, Wisconsin; more commonly known as 9902 Weston Avenue.

AND

That part laying west of highway J excluding south two rods, excluding n 725 feet, excluding M412-10 & M496-424 (highway); Part of the southwest ¼ of the southeast ¼ of Section 24 T28N R8E, Village of Weston, Marathon County, Wisconsin; more commonly known as 9908 Weston Avenue.

WHEREAS, the properties described above are in the B-2 GENERAL BUSINESS with the D-CC COMMERCIAL CORRIDOR OVERLAY ZONING DISTRICT of the Village, which permits the use of agricultural-related use in said district only by conditional grant; and

WHEREAS, M & S RE LLP have requested a conditional grant use of the property, per Section 94.3.05, so as to allow the use of agricultural-related use (94.4.03(2)) on said premise; and

WHEREAS, an application for a conditional use having been duly filed with the Village Zoning Administrator, and placed on the Plan Commission agenda after first being assured by Village professional staff review that the application is complete, and following staff review and Commission review, investigation and a public hearing which was held September 14, 2015, the Plan Commission after giving full consideration to the criteria and standards of for granting a conditional use, as set forth in the Village Ordinance, including Section 94.16.06, approve said application in writing.

NOW, THEREFORE, BE IT RESOLVED, the PLAN COMMISSION of the Village of Weston, in Marathon County, Wisconsin, hereby grant the M & S RE LLP a conditional grant for the property described above, for the use of agricultural related uses as defined in Sec. 94.4.03(2) of the Village Zoning Ordinance. The conditions for the issuance of the conditional grant are as follows:

- 1) The house shall be removed by September 14, 2016 and the disturbed area reseeded;
- 2) The private well shall be properly abandoned or a Private Well Permit received according to the appropriate regulations determined by the Wisconsin Department of Natural Resources by September 14, 2016;
- 3) The private on-site wastewater treatment system shall be properly removed according to the appropriate regulations determined by the Marathon County Department of Conservation, Planning and Zoning by September 14, 2016;
- 4) No animals shall be exposed to the outdoors;



**SHEET INDEX**

- C1.0 SITE PLAN
- A1.0 FLOOR PLAN
- A1.1 SECOND FLOOR
- A1.2 OVERALL FIRST AND SECOND FLOORS
- A1.3 ROOM FINISH & DOOR SCHEDULE
- A2.0 ELEVATIONS
- A3.0 BUILDING SECTIONS
- T2.0 SPECIFICATIONS

**PROJECT INFORMATION**

**APPLICABLE BUILDING CODE**

2009 INTERNATIONAL BUILDING CODE (WITH WISCONSIN AMENDMENTS)  
ASHRAE STANDARD 90.1-2007

**BUILDING CONTENT**

FLOOR AREA	EXISTING	NEW	SUB-TOTAL
SECOND FLOOR	3,300 S.F.	8,356 S.F.	11,656 S.F.
FIRST FLOOR	13,900 S.F.	10,700 S.F.	24,600 S.F.
CANOPY	100 S.F.	0 S.F.	100 S.F.
LANDSCAPE	0 S.F.	0 S.F.	0 S.F.
<b>BUILDING AREA SUB-TOTALS</b>	<b>18,300 S.F.</b>	<b>29,056 S.F.</b>	<b>47,356 S.F.</b>
PERIMETER	273 S.F.	0 S.F.	273 S.F.
<b>FIRE AREA TOTALS</b>	<b>20,243 S.F.</b>	<b>29,056 S.F.</b>	<b>49,299 S.F.</b>

HIGH PILE STORAGE YES/NO  
FIRE ALARM SYSTEM YES/NO

**OCCUPANCY**

S2 - LOW HAZARD STORAGE  
F1 - FOODSERVICE/RESTAURANT  
M - MERCHANDISE  
B - BUSINESS  
NON SEPARATED

**CONSTRUCTION CLASSIFICATION**

TYPE III CONSTRUCTION  
SPRINKLED YES/NO  
FIREWALL YES/NO

**ALLOWABLE AREA**

TABULAR FLOOR AREA	12,500 S.F.
FRONTAGE INCREASE	9,375 S.F.
SPRINKLER INCREASE	25,000 S.F.
TOTAL ALLOWABLE AREA (PER STORY)	46,875 S.F.
ALLOWABLE FIRE AREA	12,000 S.F.



CONCEPTUAL SITE PLAN  
1" = 50'-0"



THE LOT DIMENSIONS AND BEARINGS SHOWN ON THIS PLAN ARE INTERPRETED VALUES. FOLLOW UP INVESTIGATION WITH STATE AND LOCAL AUTHORITIES AND/OR WITH CERTIFIED SURVEY MAP DATA WHEN AVAILABLE IS REQUIRED.

PROPOSED ADDITION FOR:

RECEIVED  
By Valerie Parker at 3:34 pm, Aug 04, 2015

# COUNTRY FRESH MEATS

VILLAGE OF WESTON,

WISCONSIN



**Keller**

PLANNERS | ARCHITECTS | BUILDERS

FOX CITIES  
N216 State Road 55  
P.O. Box 620  
Kaukauna, WI 54130  
PHONE (920) 766-5795  
1-800-236-2534  
FAX (920) 766-5004

MILWAUKEE  
W177N856 Rivercrest Dr.  
Suite 104  
Cremontown, WI 53022  
PHONE (262) 250-9710  
FAX (262) 250-9740

MADISON  
211 Lois Dr.  
Sun Prairie, WI 53590  
PHONE (608) 318-2336  
FAX (608) 318-2337

WAUSAU  
5605 Lac Ave.  
Wausau, WI 54401  
PHONE (715) 849-3141  
FAX (715) 849-3181

www.kellerbuilds.com

PROPOSED ADDITION FOR:

## COUNTRY FRESH MEATS

VILLAGE OF WESTON, WISCONSIN

**"COPYRIGHT NOTICE"**

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PRELIMINARY - NOT FOR CONSTRUCTION

REVISIONS

1	07.09.2015	ACH
2	07.30.2015	TDP
.	.	.
.	.	.

PROJECT MANAGER:

B. ALLEN

DESIGNER:

R. LINDSTROM

DRAWN BY:

PAS

EXPEDITOR:

SUPERVISOR:

PRELIMINARY NO:

PI6168

CONTRACT NO:

DATE:

6/18/15

SHEET:

C1.0

# Village of Weston Future Land Use Map

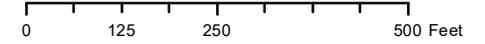


## Country Fresh Meats CUP and CSM

Map Date: 09/02/2015



Created by the Village of Weston  
Technical Services Department



### Legend

- 9902 Weston Avenue
- Village of Weston
- ROW
- Parcel Boundary
- Wetlands
- Surface Water

### Future Land Use Designations

- Single Family Residential - Unsewered
- Single Family Residential - Sewered
- Two Family Residential
- Multiple Family Residential
- Planned Neighborhood
- Commercial
- Business/Office Park
- Mixed Use
- Industrial
- Institutional
- Parks and Recreation
- Agriculture
- Environmental Corridor



STATE HIGHWAY 29

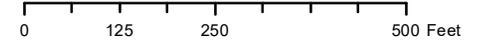
# Village of Weston Official Zoning Map



## Country Fresh Meats CUP and CSM

Map Date: 09/02/2015

Created by the Village of Weston  
Technical Services Department



### Legend

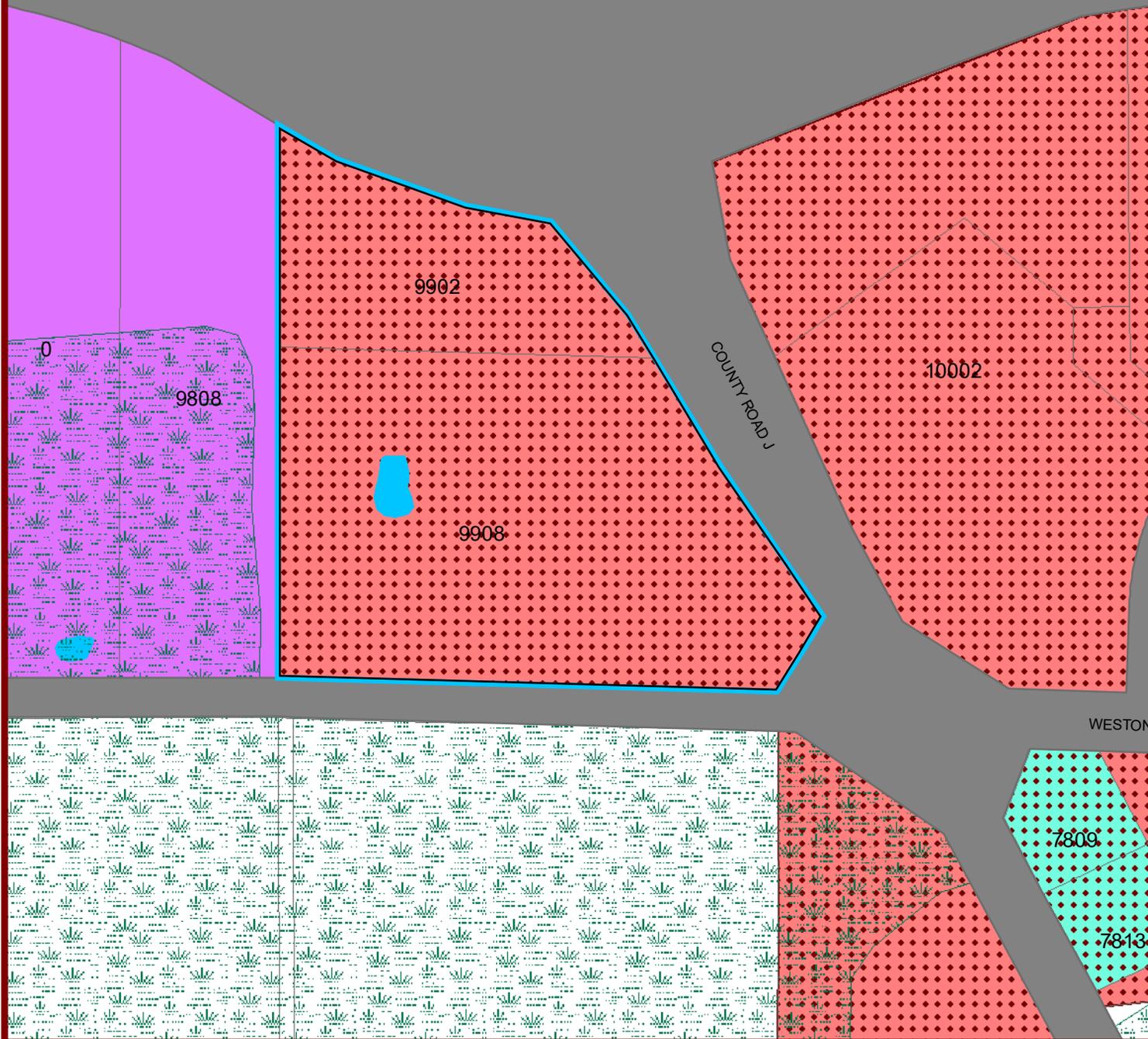
- 9902 Weston Avenue
- Village of Weston
- ROW
- Parcel Boundary
- Wetlands
- Surface Water

### Zoning District Designations

- AR - Agriculture and Residential
- PR - Parks and Recreation
- RR-2 - Rural Residential-2 Acre
- RR-5 - Rural Residential-5 Acre
- SF-L - Single Family Residential-Large Lot
- SF-S - Single Family Residential-Small Lot
- 2F - Two Family Residential
- MF - Multiple Family Residential
- MH - Manufactured Home
- INT - Institutional
- B-1 - Neighborhood Business
- B-2 - Highway Business
- B-3 - General Business
- BP - Business Park
- LI - Limited Industrial
- GI - General Industrial

### Design Overlay District

- D-Condominium
- D-Rail-to-Trail
- D-Commercial Corridor
- D-Renaissance
- D-Weston Center



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

**REQUEST FROM: JENNIFER HIGGINS, PLANNING AND DEVELOPMENT DIRECTOR.**

**ITEM DESCRIPTION: COUNTRY FRESH MEATS REQUEST FOR CERTIFIED SURVEY MAP APPROVAL AND WESTON AVENUE ROAD RIGHT OF WAY DEDICATION, 9902 AND 9908 WESTON AVENUE. (CCSM-9-15-1541)**

**DATE/MTG: PLAN COMMISSION, MONDAY, SEPTEMBER 14, 2015**

**REQUESTED ACTION:** Applicant would like to combine their two lots and dedicate additional ROW on Weston Avenue to the Village and make it part of the Village road right-of-way/street network by the recording of the proposed CSM CCSM-9-15-1541.

**POLICY QUESTION:** Should the Plan Commission recommend the Village Board accept CSM and the additional Weston Avenue Road Right-of-Way?

**RECOMMENDATION:** I make a motion to endorse approval, and recommend to the Trustees, subject to the following conditions and stipulations for the Zoning Administrator listed in the attached staff report and supplemental materials.

**APPLICANT:** Matthew Bayer, M&S LLP, R1526 Lodholz Road, Ringle, WI

**PROPERTY OWNER:** Matthew Bayer, M&S LLP, R1526 Lodholz Road, Ringle, WI

**PROPERTY DESCRIPTION:** 9902 and 9908 Weston Avenue. PIN 192 2808 244 0996 AND 192 2808 244 0997. Located in Section 24, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin.

**ZONING:** B-2 Highway Business with a D-CC Commercial Corridor Overlay.

**SURROUNDING LAND USES:** Manufacturing and Highway business and retail uses (gas station)

**CRITERIA FOR REVIEW:**

Section 207-6	Meets Criteria?	Notes
1. All standards of this chapter and other village regulations are met.	Yes	The request is consistent with the Village Comprehensive Plan and Village ordinances.
2. Adequate public facilities and utilities are provided.	Yes	Sewer and water is already available at the site.
3. Adequate stormwater and erosion control measures.	N/A	The site is currently compliant. This will be re-addressed at time of the site plan approvals and staff will review the plans to ensure that they continue to meet this requirement.

**Village of Weston, Wisconsin**  
**AGENDA ITEM LEGISLATIVE ANALYSIS**  
**Supplemental Briefer for Agenda Items under Consideration**

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From: Jennifer Higgins, Director of Planning and Development  
Date/Mtg: Monday, September 14, 2015/Plan Commission  
Re: Country Fresh Meats Request For Certified Survey Map Approval And Weston Avenue Road Right Of Way Dedication, 9902 and 9908 Weston Avenue. (CCSM-9-15-1541)

1. Policy Question:

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Should the Plan Commission recommend the Village Board accept the road dedication of Weston Avenue?

2. Purpose:

---

The purpose of asking this question is to receive guidance and feedback from Village policymakers regarding adding additional road right-of-way along Weston Avenue.

3. Background:

---

Country Fresh Meats is looking to expand their current location at 9902 Weston Avenue and some of the improvements will be made on neighboring parcel 9908 Weston Avenue. 9908 Weston Avenue still contains the original home which was on the parcels prior to Country Fresh Meats purchasing the property and building their retail store on it. Since the original home was on the southern parcel it was never added under the conditional use permit (CUP) they received back in 2012 when they did their last addition and added the livestock slaughtering pen to the property. Now that they plan to expand on the southern parcel, they need to combine they need to expand their CUP and then combine the parcels together so they can proceed with site plan approvals.

While meeting with M. Bayer to discuss the project, Village staff asked if he would be willing to dedicate additional road right-of-way (ROW) to the Village along Weston Avenue. The Village is planning to include acquiring additional ROW along Weston Avenue in the future on the draft Official Map that will be coming before the Trustees along with the Comp Plan Transportation Chapter. He agreed as it will benefit his customers if we are able to make improvements to Weston Avenue such as widening it to 4 lanes in the future. Once the Official Map is adopted, anyone subdividing along Weston Avenue will be required to do this at time of CSM approvals.

4. Issue Analysis:

---

As stated above, staff requested the ROW dedication. We feel that this is in the best interest of the Village to begin acquiring the additional ROW along Weston Avenue when we can.

Since there is a ROW dedication on the CSM this is required, per Chapter 74 to receive Plan Commission and Village Board approvals. The Draft Resolution the Board will need to adopt is included in the packet for your information. Staff has included in the Resolution the conditions we feel should be added to the approvals. The PC and Board can delete or add to this list if they so choose.

5. Fiscal Impact:

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None at this time.

6. Statutory References:

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Wis. Stat. §236.34

7. Prior Review:

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Staff met with the applicant on 8/19/15 to discuss the proposed expansion project. Staff has also reviewed the CSM.

8. Policy Choices:

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1. Recommend approval with the conditions as presented by staff and stated in draft Resolution No. 15-22.
  - That a conditional use permit has been successfully obtained to include the parcel at 9908 Weston Avenue to allow the Agriculture-Related Uses on the property.
  - That the associated CSM attached hereto (photocopy), be and the same is hereby approved; and
  - That the Village President and Village Clerk, upon full payment of, if applicable, all fees, taxes, and special assessments are directed to execute signatures on behalf of the Village of Weston upon the Certified Survey Map documents as required.
2. Recommend approval with the conditions as presented by staff and stated in draft Resolution No. 15-22 plus additional conditions as defined and added by the PC.
3. Recommend approval with no conditions.
4. Recommend approval of the CSM without the ROW dedication for Weston Avenue.
5. Recommend denial of the CSM and the ROW dedication for Weston Avenue.

9. Recommendation:

---

I recommend that the Village of Weston Plan Commission recommends approval of the CSM and accept the dedication of Weston Avenue as displayed on the CSM, subject to the following conditions:

1. That a conditional use permit has been successfully obtained to include the parcel at 9908 Weston Avenue to allow the Agriculture-Related Uses on the property.
2. That the associated CSM attached hereto (photocopy), be and the same is hereby approved; and
3. That the Village President and Village Clerk, upon full payment of, if applicable, all fees, taxes, and special assessments are directed to execute signatures on behalf of the Village of Weston upon the Certified Survey Map documents as required.

10. Legislative Action:

---

I recommend that the Village of Weston Plan Commission recommends approval of the CSM and accept the dedication of Weston Avenue as displayed on the CSM, subject to the following conditions:

1. That a conditional use permit has been successfully obtained to include the parcel at 9908 Weston Avenue to allow the Agriculture-Related Uses on the property.
2. That the associated CSM attached hereto (photocopy), be and the same is hereby approved; and
3. That the Village President and Village Clerk, upon full payment of, if applicable, all fees, taxes, and special assessments are directed to execute signatures on behalf of the Village of Weston upon the Certified Survey Map documents as required.

11. Attachments:

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1. Resolution No. 15-22 A *RESOLUTION ADOPTING ROAD RIGHT-OF-WAY DEDICATION FOR WESTON AVENUE IDENTIFIED IN THE PROPOSED CERTIFIED SURVEY MAP FOR 9902 AND 9908 WESTON AVENUE, PIN 192 2808 244 0996 AND 192 2808 244 0997 (CCSM-9-15-1541)*



**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN**

**RESOLUTION NO. 15-022**

**A RESOLUTION ADOPTING ROAD RIGHT-OF-WAY DEDICATION FOR WESTON AVENUE IDENTIFIED IN THE PROPOSED CERTIFIED SURVEY MAP FOR 9902 AND 9908 WESTON AVENUE, PIN 192 2808 244 0996 AND 192 2808 244 0997 (CCSM-9-15-1541)**

**WHEREAS**, Matthew Bayer, M&S LLP, as co-owner of parcels located at 9902 and 9908 Weston Avenue, (PIN 192 2808 244 0996 and 192 2808 244 0997) presented a certified survey map (hereafter the “associated CSM”, attached hereto as Exhibit A) to the Village of Weston Board of Trustees as prepared by Donald J. Buza, a registered land surveyor; and

**WHEREAS**, the Village of Weston Plan Commission met on September 14, 2015 and did review and determined the associated CSM meets the requirements of Chapter 74 Subdivision Regulations and Chapter 94 Zoning; and

**WHEREAS**, at this same meeting, the Village of Weston Plan Commission recommend in favor of adoption of said associated CSM; and

**WHEREAS**, the Village of Weston Plan Commission does recommend approval of said associated CSM, subject to the following conditions:

1. That a conditional use permit has been successfully obtained to include the parcel at 9908 Weston Avenue to allow the Agriculture-Related Uses on the property.
2. That the associated CSM attached hereto (photocopy), be and the same is hereby approved; and
3. That the Village President and Village Clerk, upon full payment of, if applicable, all fees, taxes, and special assessments are directed to execute signatures on behalf of the Village of Weston upon the Certified Survey Map documents as required.

**WHEREAS**, a majority of the full Village Board of Trustees find the associated CSM is found to be in the public interest.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Trustees for the Village of Weston hereby adopts the recommendation of the Plan Commission to approve the associated CSM, subject to the following conditions:

1. That a conditional use permit has been successfully obtained to include the parcel at 9908 Weston Avenue to allow the Agriculture-Related Uses on the property.
2. That the associated CSM attached hereto (photocopy), be and the same is hereby approved; and
3. That the Village President and Village Clerk, upon full payment of, if applicable, all fees, taxes, and special assessments are directed to execute signatures on behalf of the Village of Weston upon the Certified Survey Map documents as required..

and by doing so also confirms the dedication of Weston Avenue as identified in Exhibit A as dedicated Village right of way.

BE IT FURTHER RESOLVED, per Sec. 74.131(d) and (e) the associated CSM shall be recorded by the subdivider or the subdivider's agent at the Marathon County Register of Deeds within six (6) months of the date of approval and shall file one copy of the recorded associated CSM with the Village Planning and Development Department within thirty (30) days of recording at the Marathon County Register of Deeds.

**PASSED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF WESTON**, at a regular meeting thereof, this 21<sup>st</sup> day of the month of September, 2015.

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

By: \_\_\_\_\_  
BARB ERMELING, Village President

ATTEST:

By: \_\_\_\_\_  
SHERRY WEINKAUF, Village Clerk

By: \_\_\_\_\_  
DANIEL GUILD, Village Administrator

DRAFT

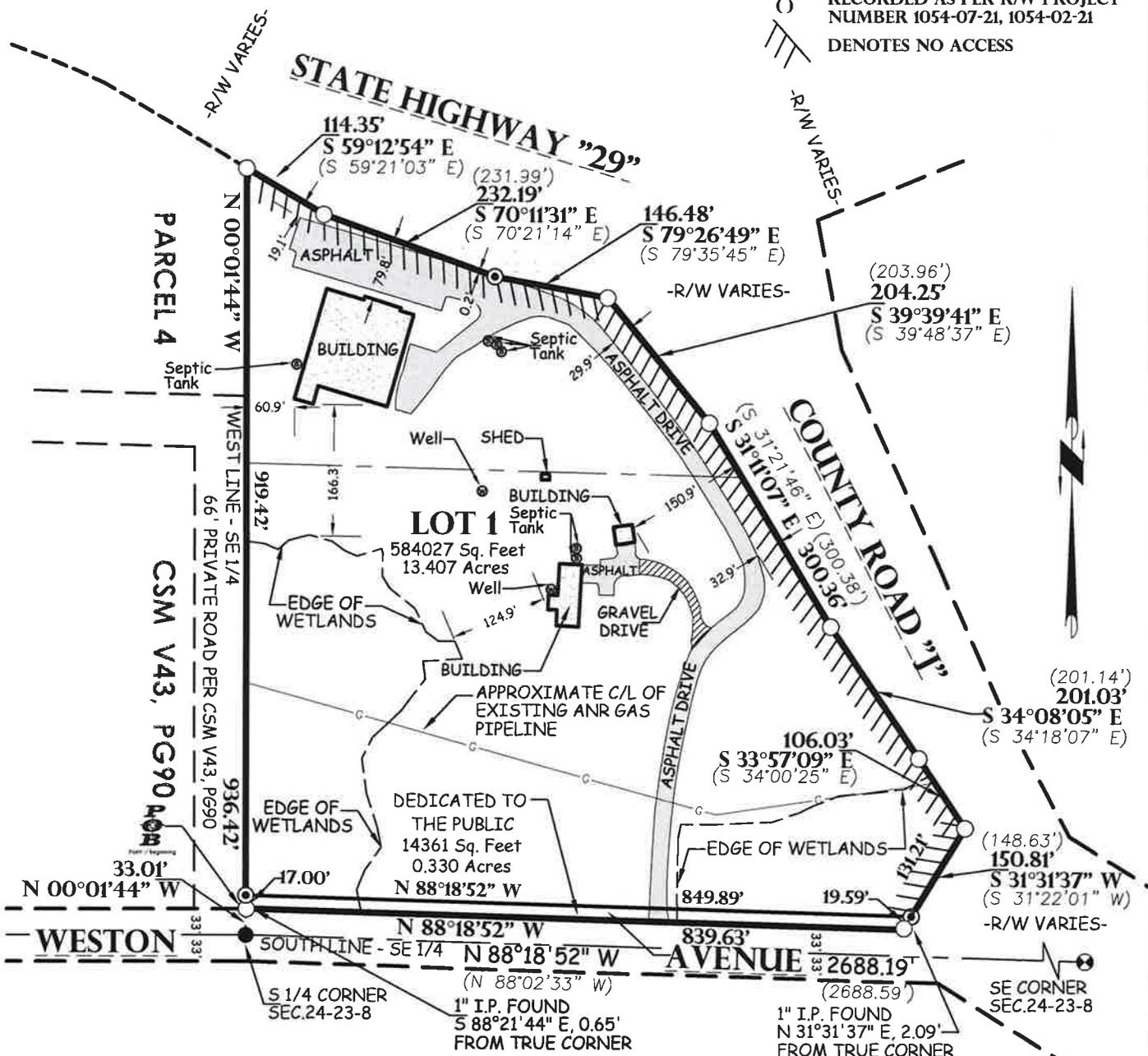
**MARATHON COUNTY CERTIFIED SURVEY MAP**

OF PART OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 24, TOWNSHIP 28 NORTH, RANGE 8 EAST, VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN.

**PRELIMINARY**

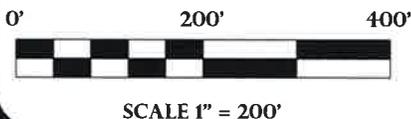
**LEGEND**

- ⊙ 3/4" O.D. X 18" IRON BAR SET WEIGHING 1.50 LBS/LIN. FT.
- 1-1/4" O.D. IRON PIPE FOUND
- 3/4" O.D. IRON BAR FOUND
- ⊗ BERNTSEN NAIL FOUND
- RECORDED AS PER R/W PROJECT NUMBER 1054-07-21, 1054-02-21
- ⊘ DENOTES NO ACCESS



**BASE FOR BEARING**

IS THE SOUTH LINE OF THE SOUTHEAST 1/4 OF SECTION 24, TOWNSHIP 23 NORTH, RANGE 8 EAST. ASSUMED TO BEAR N 88°18'52" W,



Point of Beginning

Civil Engineering  
Land Surveying  
Landscape Architecture  
**Donald J. Buza, RLS #2338**  
5709 Windy Drive, Suite D  
Stevens Point, WI 54482  
715.344.9999(PH) 715.344.9922(FX)

THIS INSTRUMENT WAS DRAFTED BY DONALD BUZA AND DRAWN BY TRAVIS PLANTICO

FIELD BOOK 60 PAGE 5  
JOB # 15.489

SHEET 1 OF 3 SHEETS

---

**MARATHON COUNTY CERTIFIED SURVEY MAP**

I, Donald J. Buza, Professional Land Surveyor, hereby certify:

That I have surveyed, divided, dedicated and mapped that part of the Southwest ¼ of the Southeast ¼ of Section 24, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin, described as follows:

Commencing at the Southeast corner of Section 24, Township 23 North, Range 8 East; thence N 00°01'44"W along the West line of the Southeast ¼ of said Section 8, 33.01 feet to the North line of Weston Avenue and the point of beginning (POB) of the parcel to be described; thence N 00°01'44"W along said West line of the Southeast ¼ of said Section 8, 936.43 feet to the South line of State Highway "29"; thence S 59°12'54"E along said South line of State Highway "29", 114.35 feet; thence S 70°11'31"E along said South line of State Highway "29", 232.19 feet; thence S 79°26'49"E along said South line of State Highway "29", 146.48 feet to the West line of County Road "J"; thence S 39°39'41"E along said West line of County Road "J", 204.25 feet; thence S 31°11'07"E along said West line of County Road "J", 300.36 feet; thence S 34°08'05"E along said West line of County Road "J", 201.03 feet; thence S 33°57'09"E along said West line of County Road "J", 106.03'; thence S 31°31'37"E along said West line of County Road "J", 150.81 feet to the North line of Weston Avenue; thence N 88°18'52"W along said North line of Weston Avenue, 839.63 feet to the point of beginning.

Subject to (if any) covenants, conditions, restrictions, right-of-ways and easements of record.

That I have made such survey, land division and plat by the direction of Keller, Inc.

That such plat is a correct representation of all exterior boundaries of the land surveyed and the subdivision thereof made.

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes in surveying, dividing and mapping the same.

Dated this 24<sup>th</sup> day of August, 2015.

**PRELIMINARY**

---

Donald J. Buza  
PLS No. S-2338

**VILLAGE OF WESTON APPROVAL**

Approved for recording under the terms of the Village of Weston Land Division Regulations.

By: \_\_\_\_\_

Date: \_\_\_\_\_

Village of Weston Zoning Department

Prepared by:

Point Of Beginning, Inc.  
5709 Windy Drive, Suite D  
Stevens Point, WI 54482

Prepared for:

Matt Bayer  
9902 Weston Avenue  
Weston, WI 54476

Job # 15.489

---

**MARATHON COUNTY CERTIFIED SURVEY MAP**

**OWNERS CERTIFICATE OF DEDICATION**

As owner, I hereby certify that I caused the land described on this certified survey map to be surveyed, divided, mapped and dedicated as represented on the map. I also certify that this certified survey map is required by s236.34 to be submitted to the following for approval or objections:

- 1) Village of Weston

Witness the hand and seal of said owner this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Owner

STATE OF WISCONSIN)  
COUNTY OF Marathon)

Personally came before me this \_\_\_\_ day of \_\_\_\_\_, 2015, the above named \_\_\_\_\_, to me known to be the person who executed the foregoing instrument and hereby acknowledge the same.

\_\_\_\_\_, Notary Public, \_\_\_\_\_, Wisconsin.

My commission expires \_\_\_\_\_.

**PRELIMINARY**

Prepared by:

Point Of Beginning, Inc.  
5709 Windy Drive, Suite D  
Stevens Point, WI 54482

Prepared for:

Matt Bayer  
9902 Weston Avenue  
Weston, WI 54476

Job # 15.489

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

**REQUEST FROM: JENNIFER HIGGINS, PLANNING AND DEVELOPMENT DIRECTOR.**

**ITEM DESCRIPTION: LEWIS REQUEST TO REZONE PARCELS BEING RECONFIGURED TO ALLOW FOR ZONING MAP CORRECTIONS. THE PARCELS BEING REZONED AND RECONFIGURED ARE DESCRIBED AS LOTS 1, 2, 3, AND OUTLOT 1 OF PROPOSED CERTIFIED SURVEY MAP DRAWN UP BY RIVERSIDE LAND SURVEYING, LLC. THE PARCELS INVOLVED ARE PRIMARILY ADDRESSED AS 9309 CAMP PHILLIPS ROAD CONSISTING OF 24.410 ACRES (PIN 192-2808-321-0987) AND 9303 CAMP PHILLIPS ROAD CONSISTING OF 8.850 ACRES (192-2808-321-0988). THE PROPOSED LOT 2 IS PROPOSED TO BE ZONED TO LI (LIMITED INDUSTRIAL) AND PROPOSED LOTS 1, 3 AND OUTLOT 1 ARE PROPOSED TO BE ZONED TO RR-2 (RURAL RESIDENTIAL-2 ACRE). (REZN-8-15-1538)**

**DATE/MTG: PLAN COMMISSION, MONDAY, SEPTEMBER 14, 2015**

**REQUESTED ACTION:** Applicant would like the property rezoned to allow them to proceed with proposed Certified Survey Map and the planned sewer and water extension. Staff would like the properties rezoned to complete the project started in June 2015 to correct mapping errors made when the Village was rezoned in March 2015.

**POLICY QUESTION:** Should the Plan Commission recommend approval of the rezone request with the conditions defined in the staff report and draft ordinance?

**RECOMMENDATION:** I make a motion to endorse approval, and recommend to the Trustees, subject to the following conditions and stipulations for the Zoning Administrator.

**APPLICANT:** William and Mary Lewis, 9309 Camp Phillips Road, Weston, WI 54476

**PROPERTY OWNER:** William and Mary Lewis, 9309 Camp Phillips Road, Weston, WI 54476

**PROPERTY DESCRIPTION:** The parcels being rezoned and reconfigured are described as Lots 1, 2, 3, and Outlot 1 of proposed certified survey map drawn up by Riverside Land Surveying, LLC. The parcels can be found in Section 32, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin.

**ZONING:** LI Limited Industrial and RR-2 Rural Residential – 2 Acre

**SURROUNDING LAND USES:** Large Lot single family Residential and Agricultural land

**CRITERIA FOR REVIEW:**

Section 207-6	Meets Criteria?	Notes
1. All standards of this chapter and other village regulations are met.	Yes	The request is consistent with the Village Comprehensive Plan and Village ordinances.

2. Adequate public facilities and utilities are provided.	Yes	Sewer and water is available nearby and the owner is working with the Village to extend these services to the parcels on the east side of Camp Phillips Road.
3. Adequate stormwater and erosion control measures.	N/A	The parcels have no plans for additional development at this time. In the event that future improvements are proposed, stormwater and erosion control measures will be required during the site plan review phase of the project.



**VILLAGE OF WESTON  
NOTICE OF PUBLIC HEARINGS**

**NOTICE IS HEREBY GIVEN** that a public hearing will be held before the Village of Weston Plan Commission and Joint Town & Village of Weston Extraterritorial Zoning Committee, on **Monday, September 14, 2015, at 6:00 p.m.**, at the Weston Municipal Center, 5500 Schofield Avenue, Weston, WI 54476 to take testimony relative to the following:

ETZ-REZN-8-15-1530 Jason Maki, 6007 Municipal Street, Weston, requesting a rezone from RR-2 (Rural Residential-2 Acre) to AR (Agricultural and Residential) on a 2.190 acre vacant parcel, located directly along the west side of 10316 River Road (PIN 082-2808-134-0994). This 2.190 acre parcel is proposed to be combined with two adjacent lots to the north, under the same ownership, which are zoned AR.

REZN-8-15-1527 Reedy Builders, 5907 Shorey Avenue, Weston, requesting a rezone from RR-2 (Rural Residential-2 Acre) to SF-L (Single Family Residential-Large Lot) on properties described as Lot 1 and Lot 2 of proposed certified survey map drawn up by Vreeland Associates, Inc., dividing property currently addressed as 5907 Shorey Avenue (PIN 192-2808-342-0985). Proposed Lot 1 consists of 1.823 acres, and proposed Lot 2 consists of 1.732 acres.

REZN-8-15-1531 Thomas and Joyce Skare, 3700 Mount View Avenue #311, Weston, on behalf of owner Janet Barwick, 1024 London Street, Menasha, WI 54952, requesting a rezone from MF (Multiple Family Residential) to INT (Institutional) for a proposed independent senior living facility on property described as (PIN 192-2808-174-0881) Parcel 1 of CSM #15329, Vol. 69, Pg. 71, Doc. #1521730. This parcel is on Sternberg Avenue, located directly north of 3700 Mount View Avenue, and consists of 1.752 acres.

CU-8-15-1533 Matthew Bayer, M & S LLP, R1526 Lodholz Road, Ringle, requesting to amend their existing conditional use permit, on property addressed as 9902 Weston Avenue (PIN 192-2808-244-0996), to include property addressed as 9908 Weston Avenue (PIN 192-2808-244-0997), as the owner is proposing to combine the two parcels into one, in order to expand the existing business.

REZN-8-15-1538 William and Mary Lewis, 9309 Camp Phillips Road, Weston, requesting to rezone parcels being reconfigured to allow for zoning map corrections. The parcels being rezoned and reconfigured are described as Lots 1, 2, 3, and Outlot 1 of proposed certified survey map drawn up by Riverside Land Surveying, LLC. The parcels involved are primarily addressed as 9309 Camp Phillips Road consisting of 24.410 acres (PIN 192-2808-321-0987) and 9303 Camp Phillips Road consisting of 8.850 acres (192-2808-321-0988). The proposed Lots 2 and 3 are proposed to be zoned to LI (Limited Industrial) and proposed Lot 1 and Outlot 1 are proposed to be zoned to RR-2 (Rural Residential-2 Acre).

The hearing notice and applicable application materials are available on the Village of Weston website located at <http://westonwi.gov/421/Public-Hearing-Notices>.

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

Dated this 27th day of August, 2015

Valerie Parker  
Plan Commission Secretary



Application for Rezone  
**REZONE DETERMINATION BY THE VILLAGE OF WESTON  
PLAN COMMISSION**

Application/Petition No.: **REZN-8-15-1538** Hearing Date: **September 14, 2015**  
Applicant: **William and Mary Lewis, 9309 Camp Phillips Road, Weston, WI 54476**  
Location: **The parcels involved are primarily addressed as 9309 Camp Phillips Road consisting of 24.410 acres (PIN 192-2808-321-0987) and 9303 Camp Phillips Road consisting of 8.850 acres (192-2808-321-0988). The proposed Lot 2 is proposed to be zoned to LI (Limited Industrial) and proposed Lots 1, 3 and Outlot 1 are proposed to be zoned to RR-2 (Rural Residential-2 Acre).**  
Description: **The parcels being rezoned and reconfigured are described as Lots 1, 2, 3, and Outlot 1 of proposed certified survey map drawn up by Riverside Land Surveying, LLC. The parcels can be found in Section 32, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin.**

The Department of Planning and Development of the Village of Weston, pursuant to the Village of Weston Zoning Code, Article 16 Processes, Section 94.16.03 Amendments to the Official Zoning Map (Rezoning), hereby makes the following findings and evaluation to the Village of Weston Plan Commission:

**GENERAL INFORMATION:**

Current Zoning: **LI Limited Industrial and RR-2 Rural Residential – 2 Acre**  
Definition: 94.2.02(1)(c) **The RR-2 Rural Residential – 2 Acre** is intended for mainly single family detached residential development on minimum two acre sized rural lots, along with compatible home occupations, small-scale institutional and recreational uses, and low-intensity agricultural uses. Development within this district may be served by private on-site wastewater treatment systems (POWTS), and roadways within a rural cross section. The RR-2 district is intended for areas planned for rural residential development within the Comprehensive Plan. (Predecessor districts: RR Rural Residential; SR Suburban Residential).  
And  
Definition: 94.2.02(3)(f) **LI Limited Industrial** accommodates primarily light industrial, storage, office, and other compatible businesses and support uses. Allowable uses are geared toward activities which are not associated with high levels of noise, odor, particulate emissions, outdoor activities, and other potential nuisances. Development within this district is served by public sanitary sewer and water services. This district is intended for mapping in areas planned for industrial uses within the Comprehensive Plan. (Predecessor district: LMD Light Manufacturing Distribution).  
Proposed Zoning **Proposed Lot 2 to LI Limited Industrial and Proposed Lots 1, 3 and Outlot to RR-2 Rural Residential – 2 Acre (Please note that this is different than what was proposed in the hearing notice. There was a misunderstanding by staff based on the new survey.**  
Definition: 94.2.02(1)(c) **The RR-2 Rural Residential – 2 Acre** is intended for mainly single family detached residential development on minimum two acre sized rural lots, along with compatible home occupations, small-scale institutional and recreational uses, and low-intensity agricultural uses. Development within this district may be served by private on-site wastewater treatment systems (POWTS), and roadways within a rural cross section. The RR-2 district is intended for areas planned for rural residential development within the Comprehensive Plan. (Predecessor districts: RR Rural Residential; SR Suburban Residential).  
And  
Definition: 94.2.02(3)(f)

**LI Limited Industrial** accommodates primarily light industrial, storage, office, and other compatible businesses and support uses. Allowable uses are geared toward activities which are not associated with high levels of noise, odor, particulate emissions, outdoor activities, and other potential nuisances. Development within this district is served by public sanitary sewer and water services. This district is intended for mapping in areas planned for industrial uses within the Comprehensive Plan. (Predecessor district: LMD Light Manufacturing Distribution).

Future Land Use: **Single Family Residential - Sewered**

FLU Description: **Single Family Residential - Sewered - Single family residences, home occupations, and small-scale institutional and recreational uses, all served by a public sanitary sewer system**

**Development Policies:**

- 1. Promote interconnection in road and trail networks within and among neighborhoods.**
- 2. Where smaller lots are permitted, pay careful attention to home quality, variety, design, setbacks, and garage placement through zoning, covenants, and development agreements.**
- 3. Pursue single family residential infill opportunities where feasible.**

1. Is the proposed rezoning consistent with the Comprehensive Plan, as is required by Wisconsin Statutes?

**Yes, the property contains an existing construction company yard and shop and an existing single family home which is being rented out. Plans are to extend sewer and water to both during this process.**

2. Does the rezoning further the purpose and intent of this Chapter?

**Yes.**

3. Does rezoning address any of the following that are not properly addressed on the current Official Zoning Map?

**Yes, this rezone is addressing a mapping error. It was found during the initial mapping error rezones but we needed to wait to complete until the applicant determined how the final CSM would best be laid out.**

4. Does the proposed zoning district maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property?

**Yes, development on the properties is existing and will continue to exist.**

**BACKGROUND INFORMATION:**

Earlier this year it came to staff's attention, while working on the database for Marathon County Land Records, that there were quite a few properties which were given dual zoning districts as the properties were connected by land hooks and staff was unable to see this during our exercise to rezone the Village by drawing on paper maps. In June of 2015, the Village addressed the dual zoning on all properties in the town and village but the Lewis properties because a CSM needed to be done to combine the appropriate parcels together as this one was quite messy and made very little sense as to which parcels were combined together. None of the land hooks actually touched so it made for very confusing zoning and land descriptions.

Please see the attached memo from MTS, included in the packet, for more information on the proposed rezone, CSM approval and Sewer and Water extension.

**CURRENT PROPERTY CONDITIONS:**

Presently, the proposed Lot 1 contains a single family home on it which is rented out. Proposed Lot 2 contains the business Lewis Construction. Proposed Lot 3 is vacant and is marginal for development due to the wetlands. Proposed Outlot 1 is a

substandard lot and cannot be improved without the Village approvals. It is will remain an outlot until the time it is needed to be conveyed to the property to the south for access purposes.

**PLAN COMMISSION ACTION OPTIONS:**

- 1) Plan Commission recommends approval of the rezone request per the conditions listed in the draft ordinance, which would allow for the proposed CSM to be approved, signed by staff and recorded.**
- 2) Plan Commission recommends approval of the rezone request with no conditions.**
- 3) Plan Commission recommends denial of the rezone.**



**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN**

**ORDINANCE NO. 15-019**

**AN ORDINANCE TO APPROVE THE REZONING OF LAND FROM LI LIMITED INDUSTRIAL AND RR-2 RURAL RESIDENTIAL-2 ACRE TO LI LIMITED INDUSTRIAL AND RR-2 RURAL RESIDENTIAL-2 ACRE, 24.410 ACRES AT 9309 CAMP PHILLIPS ROAD AND 8.850 ACRES AT 9303 CAMP PHILLIPS ROAD, VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN.**

WHEREAS, Village Planning and Development Staff conditionally approved the Land for division via a certified survey map (hereafter the “associated CSM”, attached hereto as Exhibit A); and

WHEREAS, the Plan Commission of the Village of Weston having held a public hearing on the 14<sup>th</sup> day of September 2015, to consider the rezoning of the Land, with proposed zoning districts indicated in Exhibit A; and

WHEREAS, the Plan Commission having thereafter filed its written recommendations and findings with the Village Board, and the said Board having received and approved the recommendation of said Committee;

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

SECTION 1: On the application (REZN-8-15-1538) of property owners William and Mary Lewis, 9309 Camp Phillips Road, Weston, WI 54476, for the following territory now comprising a part of the LI Limited Industrial and RR-2 Rural Residential – 2 Acre zoning districts, located in Section 32, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin, is hereby amended as indicated within Exhibit A and as follows:

1. Lot 1 of the associated CSM, from LI Limited Industrial and RR-2 Rural Residential – 2 Acre to RR-2 Rural Residential – 2 Acre.
2. Lot 2 of the associated CSM, from LI Limited Industrial and RR-2 Rural Residential – 2 Acre to LI Limited Industrial.
3. Lot 3 of the associated CSM, from LI Limited Industrial and RR-2 Rural Residential – 2 Acre to RR-2 Rural Residential – 2 Acre.
4. Outlot 1 of the associated CSM, from LI Limited Industrial and RR-2 Rural Residential – 2 Acre to RR-2 Rural Residential – 2 Acre.

BE IT FURTHER RESOLVED that the foregoing amendments to the zoning district designations shall take effect only upon the recording of the associated CSM. If the rezoning of any lands by this Ordinance does not take effect within 180 days of the date hereof, this Ordinance shall become null and void and the zoning for such lands shall remain unchanged.

SECTION 2: The Clerk shall make necessary alterations upon the official map of the Village of Weston to reflect the changes in the zoning classifications of the property described herein.

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 21<sup>st</sup> day of September, 2015

VILLAGE BOARD OF WESTON

By: \_\_\_\_\_  
Barbara Ermeling, its President

Attest: \_\_\_\_\_  
Sherry Weinkauf, Village Clerk

APPROVED: \_\_\_\_\_

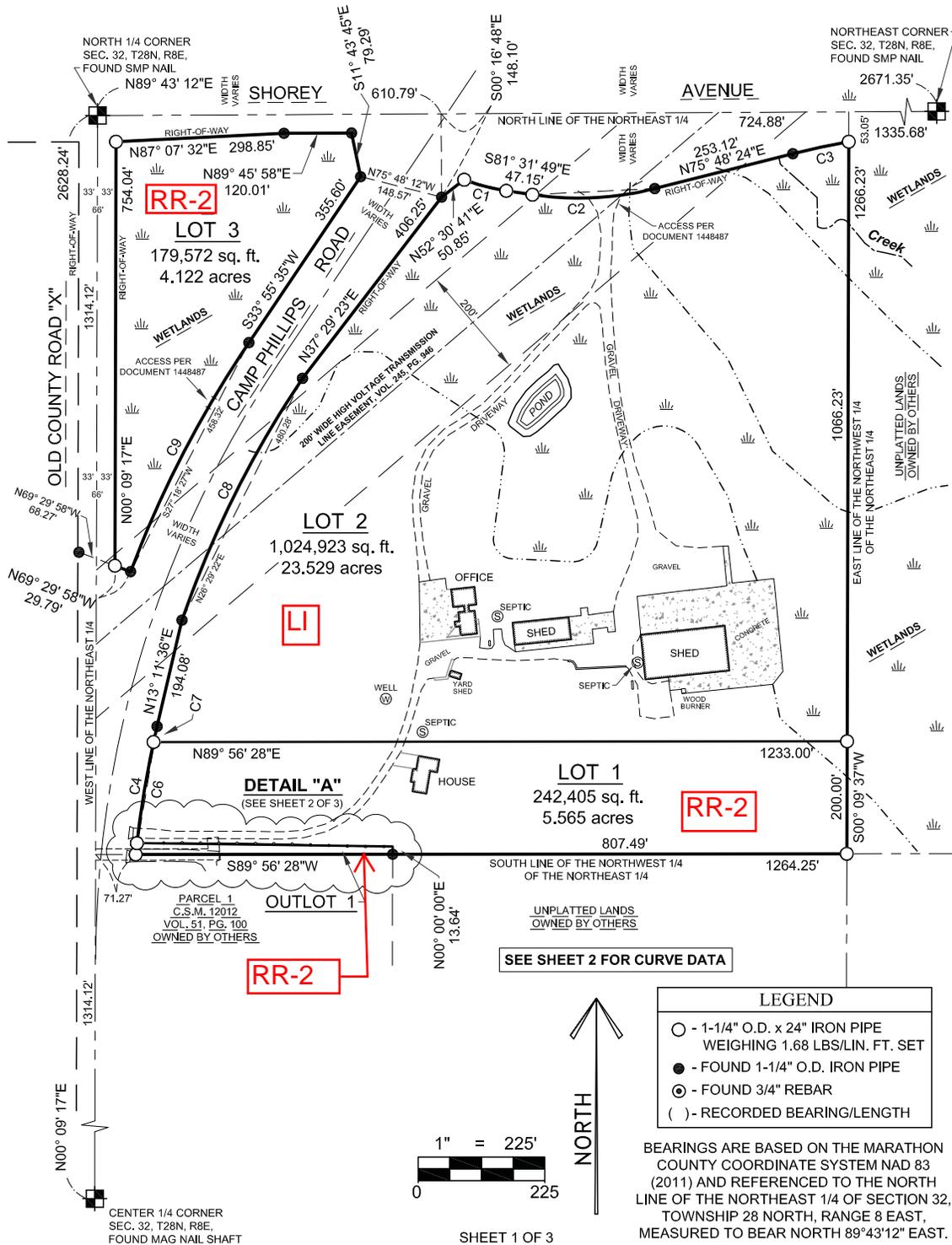
PUBLISHED: \_\_\_\_\_

DRAFT

**PRELIMINARY DRAFT**

**MARATHON CO. CERTIFIED SURVEY MAP NO. \_\_\_\_\_**

Of part of the Northwest 1/4 of the Northeast 1/4 of Section 32, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin.

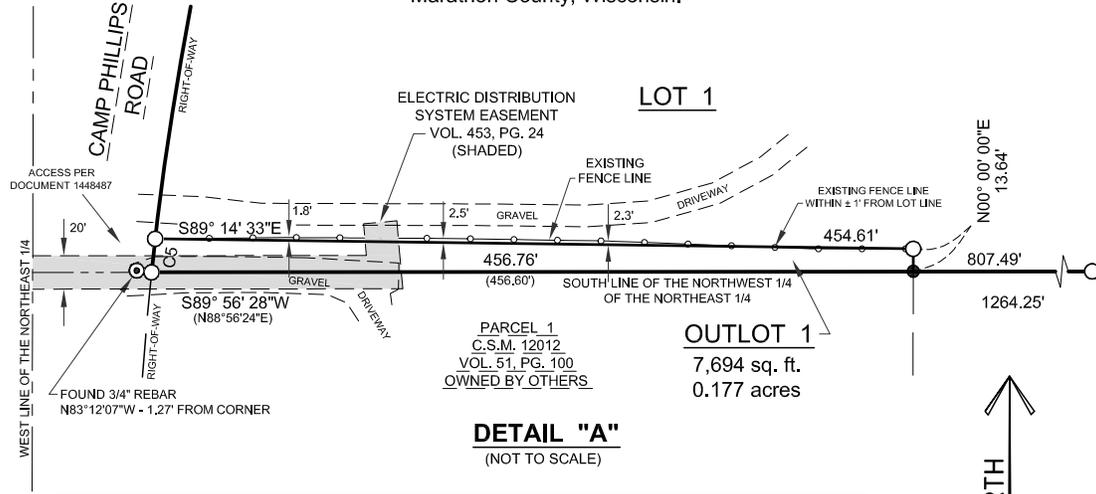


<p><b>RIVERSIDE LAND SURVEYING LLC</b> 6304 KELLY PLACE WESTON, WI 54476 email - mail@riversidelandsurveying.com</p>	<p><b>DRAWN BY</b> M.F.L.</p>	<p><b>DATE</b> JULY 24, 2015</p>
	<p><b>CHECKED BY</b> K.J.W.</p>	<p><b>PROJECT NO.</b> 2300</p>
	<p><b>PREPARED FOR:</b> LEWIS CONSTRUCTION</p>	

# PRELIMINARY DRAFT

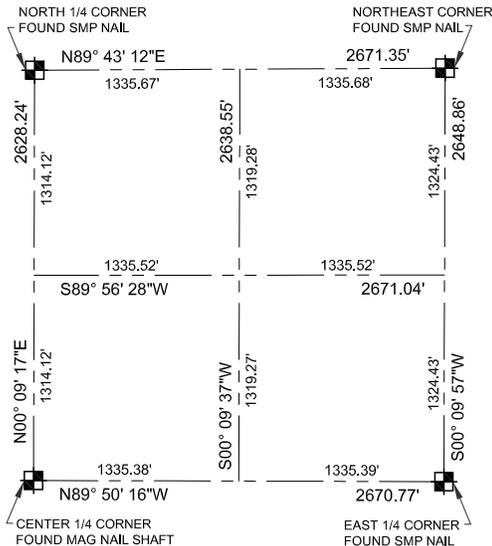
## MARATHON CO. CERTIFIED SURVEY MAP NO. \_\_\_\_\_

Of part of the Northwest 1/4 of the Northeast 1/4 of Section 32, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin.



CURVE TABLE							
CURVE	ARC LENGTH	RADIUS	CENTRAL ANGLE	CHORD BEARING	CHORD LENGTH	TANGENT BEARING IN	TANGENT BEARING OUT
C1	77.39'	351.31'	12°37'16"	S75°13'10"E	77.23'	S68°54'32"E	S81°31'48"E
C2	219.08'	553.87'	22°39'45"	N87°08'17"E	217.65'	S81°31'50"E	N75°48'25"E
C3	101.86'	1399.39'	4°10'14"	N77°53'29"E	101.84'	N75°48'23"E	N79°58'37"E
C4	231.07'	1849.86'	7°09'25"	N09°28'31"E	230.91'	N05°53'48"E	N13°03'13"E
C5	20.24'	1849.86'	0°37'37"	N06°12'37"E	20.24'		
C6	182.41'	1849.86'	5°38'59"	N09°20'55"E	182.34'		
C7	28.42'	1849.86'	0°52'49"	N12°36'49"E	28.42'		
C8	481.63'	1859.86'	14°50'14"	N26°29'22"E	480.28'	N19°04'15"E	N33°54'29"E
C9	459.36'	1974.86'	13°19'38"	S27°18'27"W	458.32'	S33°58'16"W	S20°38'38"W

### SECTION SUMMARY NORTHEAST 1/4, SEC. 32, T28N, R8E



**NOTES:**

- THE WETLANDS AND UNNAMED CREEK AS SHOWN HEREON WERE SCALED FROM THE WDNR WETLAND INVENTORY MAPS AND ARE APPROXIMATE. A WETLANDS DELINEATION WOULD NEED TO BE PERFORMED TO DETERMINE THE EXACT LOCATION OF THE WETLANDS.
- THAT OUTLOT 1 AS SHOWN HEREON IS A SUBSTANDARD LOT AND MAY NOT BE IMPROVED UPON WITHOUT THE PRIOR APPROVAL OF THE APPROPRIATE GOVERNING BODIES. THAT SAID OUTLOT 1 IS TO BE CONVEYED ONLY TO THE OWNERS OF ADJOINING LANDS.

**Village of Weston Approval Certificate:**

Reviewed and Approved under Chapter 74 of the Village of Weston Ordinance.

By \_\_\_\_\_

Date \_\_\_\_\_

Village of Weston Zoning Department

SHEET 2 OF 3

<b>RIVERSIDE LAND SURVEYING LLC</b> 6304 KELLY PLACE WESTON, WI 54476 PH 715-241-7500 - FAX 715-355-6894 email - mail@riversidelandsurveying.com	<b>DRAWN BY</b> M.F.L.	<b>DATE</b> JULY 24, 2015
	<b>CHECKED BY</b> K.J.W.	<b>PROJECT NO.</b> 2300
	<b>PREPARED FOR:</b> LEWIS CONSTRUCTION	

# PRELIMINARY DRAFT

## MARATHON CO. CERTIFIED SURVEY MAP NO. \_\_\_\_\_

Of part of the Northwest 1/4 of the Northeast 1/4 of Section 32, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin.

I, Keith J. Walkowski, Professional Land Surveyor S-2717, hereby certify to the best of my knowledge and belief: That I have surveyed, mapped and divided part of the Northwest 1/4 of the Northeast 1/4 of Section 32, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin, described as follows:

Commencing at the North 1/4 corner of said Section 32; Thence North 89°43'12" East along the North line of said Northeast 1/4, 610.79 feet; Thence South 00°16'48" East, 148.10 feet to the East right-of-way line of Camp Phillips Road and the point of beginning of said parcel; Thence North 52°30'41" East along said East right-of-way line, 50.85 feet to the South right-of-way line of Shorey Avenue and the beginning of a non-tangential curve to the left; Thence along said South right-of-way line, 77.39 feet along the arc of said curve, said curve having a radius of 351.31 feet, a central angle of 12°37'16" and a chord that bears South 75°13'10" East for a distance of 77.23 feet; Thence South 81°31'49" East along said South right-of-way line, 47.15 feet to the beginning of a tangential curve to the left; Thence along said South right-of-way line, 219.08 feet along the arc of said curve, said curve having a radius of 553.87 feet, a central angle of 22°39'45" and a chord that bears North 87°08'17" East for a distance of 217.65 feet; Thence North 75°48'24" East along said South right-of-way line, 253.12 feet to the beginning of a tangential curve to the right; Thence along said South right-of-way line, 101.86 feet along the arc of said curve, said curve having a radius of 1399.39 feet, a central angle of 4°10'14" and a chord that bears North 77°53'29" East for a distance of 101.84 feet to the East line of said Northwest 1/4 of the Northeast 1/4; Thence South 00°09'37" West along said East line, 1266.23 feet to the South line of said Northwest 1/4 of the Northeast 1/4; Thence South 89°56'28" West along said South line, 1264.25 feet to said East right-of-way line of Camp Phillips Road and the beginning of a non-tangential curve to the right; Thence along said East right-of-way line, 231.07 feet along the arc of said curve, said curve having a radius of 1849.86 feet, a central angle of 7°09'25" and a chord that bears North 09°28'31" East for a distance of 230.91 feet; Thence North 13°11'36" East along said East right-of-way line, 194.08 feet to the beginning of a non-tangential curve to the right; Thence along said East right-of-way line, 481.63 feet along the arc of said curve, said curve having a radius of 1859.86 feet, a central angle of 14°50'14" and a chord that bears North 26°29'22" East for a distance of 480.28 feet; Thence North 37°29'23" East along said East right-of-way line, 406.25 feet to the point of beginning of said described parcel; Thence North 75°48'12" West, 148.57 feet to West right-of-way line of Camp Phillips Road and the point of beginning of described Lot 3; Thence South 33°55'35" West along said West right-of-way line, 355.60 feet to the beginning of a non-tangential curve to the left; Thence along said West right-of-way line, 459.36 feet along the arc of said curve, said curve having a radius of 1974.86 feet, a central angle of 13°19'38" and a chord that bears South 27°18'27" West for a distance of 458.32 feet; Thence North 69°29'58" West along said West right-of-way line, 29.79 feet to the East right-of-way line of Old County Road "X"; Thence North 00°09'17" East along said East right-of-way line, 754.04 feet to said South right-of-way line of Shorey Avenue; Thence North 87°07'32" East along said South right-of-way line, 298.85 feet; Thence North 89°45'58" East along said South right-of-way line, 120.01 feet to said West right-of-way line of Camp Phillips Road; Thence South 11°43'45" East along said West right-of-way line, 79.29 feet to the point of beginning.

That the above described parcel of land contains 1,454,594 square feet or 33.393 acres, more or less;

That Outlot 1 as shown hereon is a substandard lot and may not be improved upon without the prior approval of the appropriate governing bodies. That said Outlot 1 is to be conveyed only to the owners of adjoining lands;

That said parcel is subject to all easements, restrictions and right-of-ways of record including a 200' wide transmission line easement and a 20' wide electric distribution system easement;

That I have made this survey, division and map thereof at the direction of William Lewis, Owner of said parcel;

That I have fully complied with the provisions of Section 236.34 of the Wisconsin Statutes, Chapter A-E7 of the Wisconsin Administrative Code and the Village of Weston in Surveying, Mapping and Dividing the same.

That said map is a correct and accurate representation of the exterior boundaries of said parcel and the division thereof.

Dated this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Riverside Land Surveying LLC  
Keith J. Walkowski  
P.L.S. No. 2717

SHEET 3 OF 3

 <b>RIVERSIDE LAND SURVEYING LLC</b> 6304 KELLY PLACE WESTON, WI 54476 PH 715-241-7500 - FAX 715-355-6894 email - mail@riversidelandsurveying.com	<b>DRAWN BY</b> M.F.L.	<b>DATE</b> JULY 24, 2015
	<b>CHECKED BY</b> K.J.W.	<b>PROJECT NO.</b> 2300
	<b>PREPARED FOR:</b> LEWIS CONSTRUCTION	

# Marathon Technical Services, LLC

404 Franklin St. • Wausau, WI 54403 • Phone: 715-843-7292 • Fax: 715-843-7292

## Memo

**To:** Keith Donner & Jennifer Higgins  
**From:** Mark  
**CC:** Michael Wodalski & Steve Lewis  
**Date:** 2015-05-11  
**Re:** Lewis Construction Sewer & Water Services

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Following our several discussions and meetings we understand the questions and issues to be as noted below.

- 1) There are two tax parcels for the business and single family dwelling, divided into five sections after the new Camp Phillips ROW.
- 2) The current zoning map has two zoning districts on a single parcel.
- 3) The multiple business buildings can be serviced as a campus setting. However, the single family dwelling, on a separate tax parcel, has to have direct access to a municipal main for service.
- 4) The Camp Phillips ROW, from the YMCA north to Shorey Ave. does not contain a municipal sewer.
- 5) All of the Lewis structures are serviced by holding tanks.
- 6) The Lewis parcels are downhill from several under developed parcels and the Heritage Hills lift station (which could be abandon, as downhill lands between it and Shorey Ave., are developed). Directly to the south, the Zimmerman and Schillinger properties are each approximately six (6) acres, each with an existing single family dwelling. To the east on the Hintz farmland parcel, the southwest corner is an upland area that, if developed, could be serviced by gravity sewer from Shorey Ave or the Lewis parcel.
- 7) The Zimmerman/Schillinger parcels are each only 200 some feet wide, too narrow to be developed independently with a public street and one-sided single family lots. A street and shallow lots could fit – but not economically developed with dwelling on just one side of the new street. They could be developed independently with a campus setting of duplexes or townhouse type structures, on a private street system, with either private wastewater interceptors or public sewers in easements.
- 8) A short cul de sac extension of Lexington Ct could be made into the Hintz parcel, with an outlet sewer directional bored under the wetlands to Shorey Ave. or a gravity sewer westward into the Lewis parcel.

Regardless of the sewer and water service issues there needs to be a CSM completed to consolidate the lot lines. A three (3) lot CSM is proposed. Lot 1 would contain the existing single family dwelling - the southern section of tax parcel 2.2. Lot 2 would contain the office and shop buildings and be made

up of parts of tax parcels 2.1 and 2.2. The final lot, Lot 3, would consist of all the Lewis lands west of Camp Phillips, again including parts of tax parcels 2.1 and 2.2.

Providing sewer and water service to the new Lots 1 and 2 is relatively straight forward, with southward main line extensions off of existing stubs on Shorey Ave., ending at the north line of the new Lot 1. (MH 1 at Shorey to MH 3 for the single family dwelling connection, as shown on the attached sketch.) These would be municipal mains, in an easement area.

Assuming a single family dwelling FFE of 1218 and a basement elevation of 1209 and 350 ft of service line from the dwelling to MH 3, the invert could be as high as 1203 (however grade is just 1209 – so an invert of 1202 / 1201 might be provided.)

There is sufficient grade to abandon the Heritage Hills lift station and route the wastewater through the Lewis property. The Ex MH invert prior to the lift station is 1195.76. The distance from the existing MH to the Lewis MH 3 is approximately 700 feet, placing the required invert around 1193, some eight (8) to nine (9) feet lower than required for just Lewis. There is considerable slope on the Lewis parcel, so just the southern section of the Lewis sewer line would have to be lowered – not the whole route to Shorey.

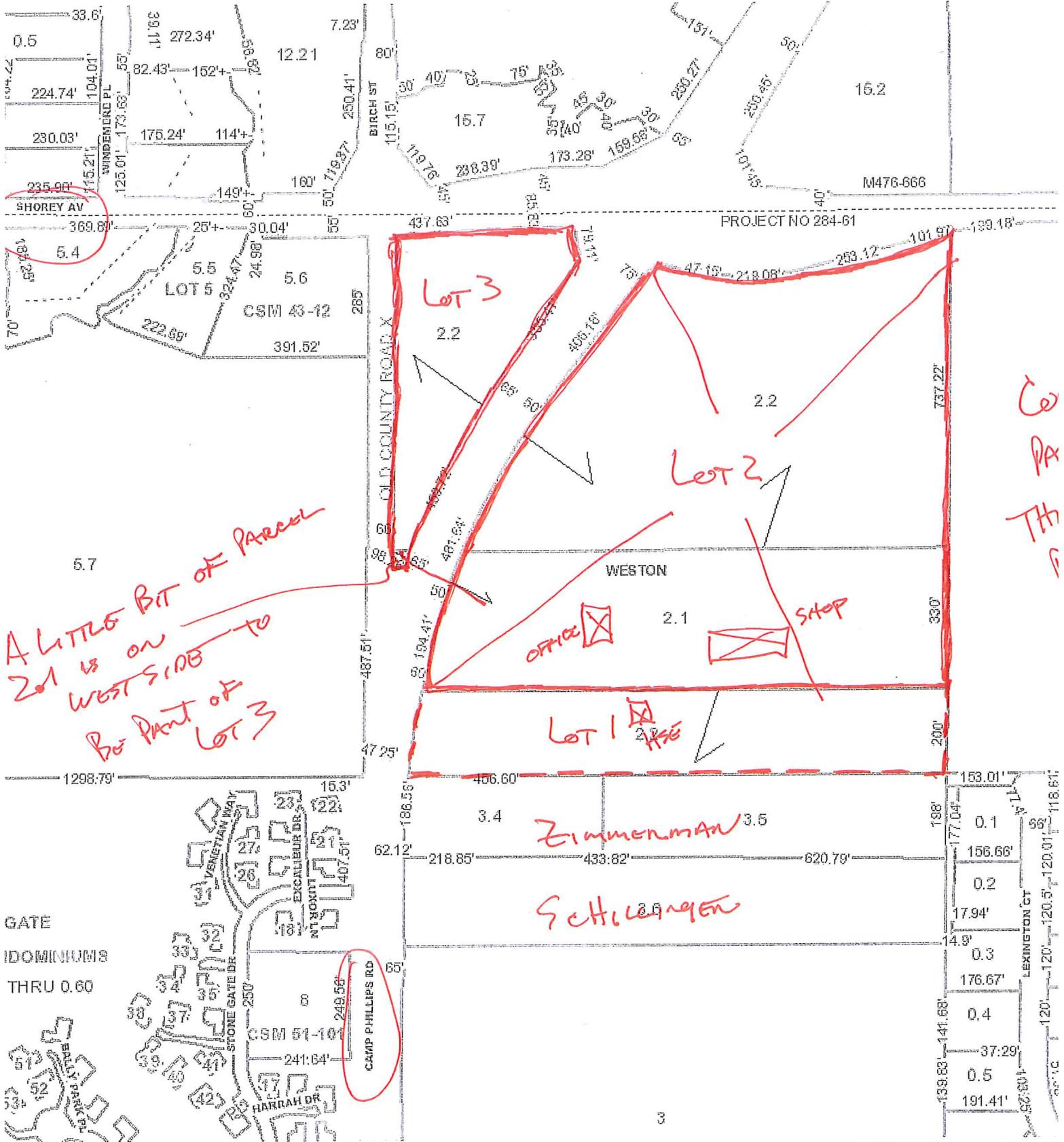
The lift station can also be abandon with gravity flow northward through the Hintz property to Shorey Ave. The route selection will be a matter of timing, be it the Hintz or Zimmerman/Schillinger properties that develop (redevelop) first.

Redevelopment of the Zimmerman/Schillinger parcels could be in several forms, but a time frame is not well defined. We have shown a sketch of a possible street connection between Camp Phillips and Lexington for a joint development project. There is a north/south ridge line in the middle of the parcels, likely with some high bedrock conditions. The lower grades to the west side of the parcel will present some depth and likely rock excavation issues in the area of the ridge line. If the existing Zimmerman dwelling remains and a full basement gravity line is provided, excavation through the ridge line will be approximately 20 feet deep. Once to the east side of the ridgeline there is sufficient grade and the sewer from the lift station would not have to be lower as a result of a Zimmerman/Schillinger parcel development.

So in order to accommodate a lift station reroute a portion of the Lewis sewer would need to be 8-9 feet deeper at MH 3, the north line of Lot 1.

While there are some depth of excavation issues running sewer from west to east on the Zimmerman/Schillinger parcels, the Lewis sewer at MH 3 would not have to be any deeper than what Lewis needs.

# Information Mapping System



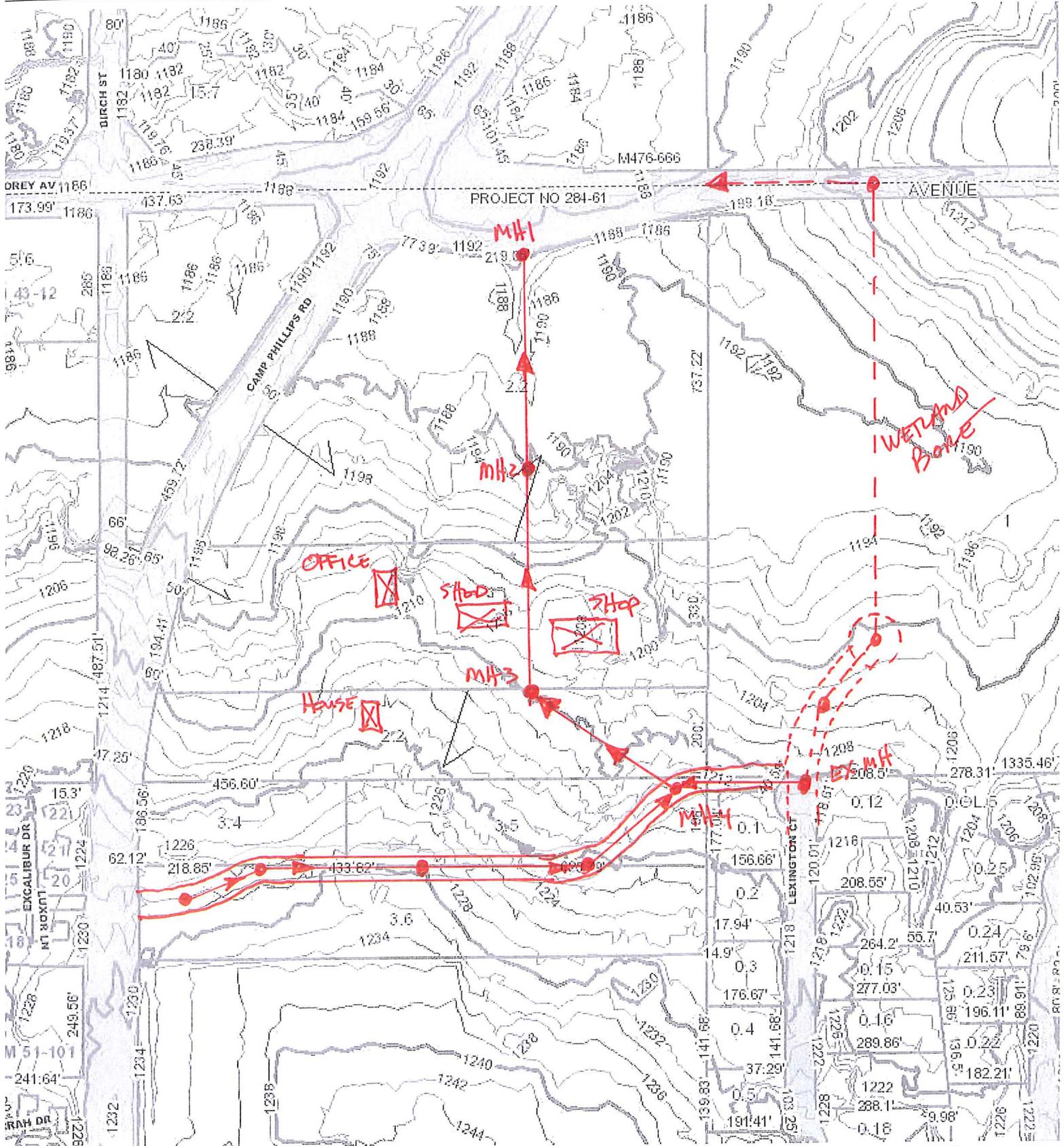
C  
PA  
TH  
F

A LITTLE BIT OF PARCEL  
2.1 IS ON WEST SIDE TO  
BE PART OF LOT 3

Zimmerman  
Schulzmann

DISCLAIMER: The information and depictions herein are for informational purposes and Marathon County admonishes and advises that if specific and precise accuracy is required, the same should be determined by p means. Marathon County-City of Wausau will not be responsible for any damages which result from third p

# Mapping System



DISCLAIMER: The information and depictions herein are for informational purposes and Marathon County-City of Wausau specifically disclaims and advises that if specific and precise accuracy is required, the same should be determined by procurement of certified maps, survey means. Marathon County-City of Wausau will not be responsible for any damages which result from third party use of the information and depict

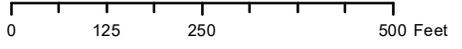
# Village of Weston Official Zoning Map



## Lewis Rezone and CSM

Map Date: 09/02/2015

Created by the Village of Weston  
Technical Services Department

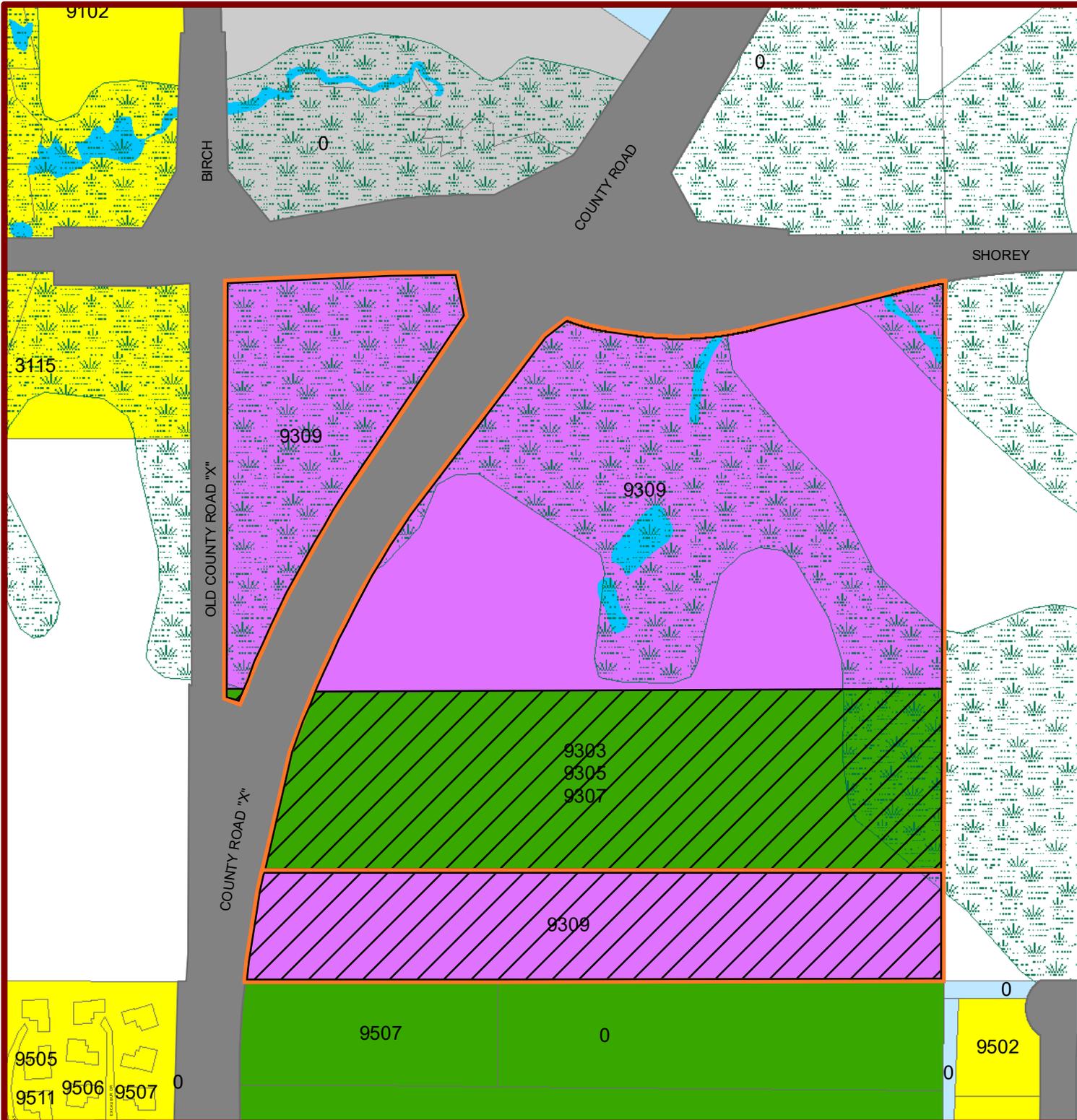


### Legend

- Lewis Property
- Lewis Rezone
- Village of Weston
- ROW
- Wetlands
- Surface Water
- Parcel Boundary

### Zoning District Designations

- AR - Agriculture and Residential
- PR - Parks and Recreation
- RR-2 - Rural Residential-2 Acre
- RR-5 - Rural Residential-5 Acre
- SF-L - Single Family Residential-Large Lot
- SF-S - Single Family Residential-Small Lot
- 2F - Two Family Residential
- MF - Multiple Family Residential
- MH - Manufactured Home
- INT - Institutional
- B-1 - Neighborhood Business
- B-2 - Highway Business
- B-3 - General Business
- BP - Business Park
- LI - Limited Industrial
- GI - General Industrial



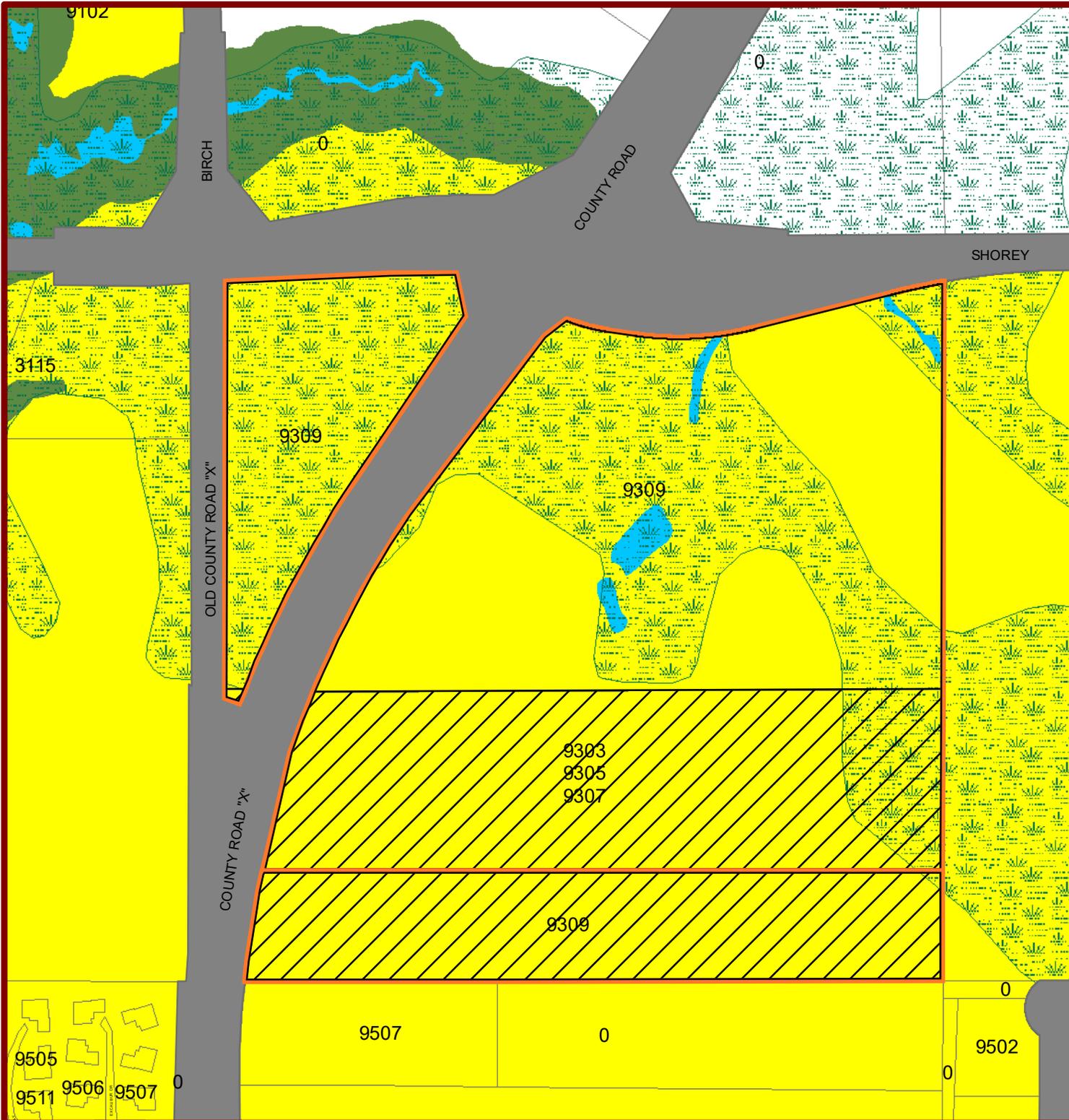
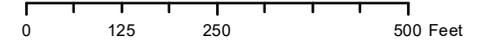
# Village of Weston Future Land Use Map



## Lewis Rezone and CSM

Map Date: 09/02/2015

Created by the Village of Weston  
Technical Services Department



### Legend

- Lewis Property
- Lewis Rezone
- Village of Weston
- ROW
- Wetlands
- Surface Water
- Parcel Boundary

### Future Land Use Designations

- Single Family Residential - Unsewered
- Single Family Residential - Sewered
- Two Family Residential
- Multiple Family Residential
- Planned Neighborhood
- Commercial
- Business/Office Park
- Mixed Use
- Industrial
- Institutional
- Parks and Recreation
- Agriculture
- Environmental Corridor

## Permits Issued (By Work Class)

Permits Issued From Saturday, August 1, 2015 through Monday, August 31, 2015

Permit	Location Address	Issued	Valuation	Square Feet
<b>Additional Building Garage</b>				
ADDB-8-15-6158	3002 ANTELOPE Drive	08/06/2015	11,000.00	224
ADDB-8-15-6169	3516 NORTHWESTERN Avenue	08/10/2015	8,000.00	448
ADDB-8-15-6219	5403 Normandy Street	08/28/2015	13,000.00	224
<b>Totals For Additional Building Garage : 3 Permit(s)</b>			<b>32,000.00</b>	<b>896</b>
<b>Additional Building Yard Shed</b>				
TADDB-8-15-6179	8040 KERSTEN RD	08/11/2015	25,000.00	192
<b>Totals For Additional Building Yard Shed : 4 Permit(s)</b>			<b>25,000.00</b>	<b>192</b>
<b>Commercial Building Exterior Remodel</b>				
CBLD-8-15-6194	5403 JELINEK Avenue	08/17/2015	36,000.00	0
<b>Totals For Commercial Building Exterior Remodel : 1 Perm</b>			<b>36,000.00</b>	<b>0</b>
<b>Commercial Building Local Business, Institutional &amp; Office</b>				
CBLD-8-15-6181	8011 SCHOFIELD Avenue	08/12/2015	146,000.00	3,600
<b>Totals For Commercial Building Local Business, Institutio</b>			<b>146,000.00</b>	<b>3,600</b>
<b>Commercial Building Manufacturing and Industrial</b>				
CBLD-8-15-6145	8011 TECHNOLOGY Drive	08/04/2015	125,000.00	2,386
<b>Totals For Commercial Building Manufacturing and Industr</b>			<b>125,000.00</b>	<b>2,386</b>
<b>Deck Residential</b>				
DECK-8-15-6166	4904 SCHOFIELD Avenue	08/07/2015	2,300.00	320
<b>Totals For Deck Residential : 1 Permit(s)</b>			<b>2,300.00</b>	<b>320</b>
<b>Early Start Residential</b>				
TESTR-8-15-6204	10044 CLEARVIEW Drive	08/20/2015	0.00	0
<b>Totals For Early Start Residential : 1 Permit(s)</b>			<b>0.00</b>	<b>0</b>
<b>Electrical Local Business, Institutional &amp; Office</b>				
ELEC-8-15-6200	2909 MOUNT VIEW Avenue	08/19/2015	0.00	200
<b>Totals For Electrical Local Business, Institutional &amp; Office</b>			<b>0.00</b>	<b>200</b>
<b>Electrical Manufacturing and Industrial</b>				
ELEC-8-15-6147	8011 TECHNOLOGY DR Drive	08/05/2015	0.00	2,386
<b>Totals For Electrical Manufacturing and Industrial : 2 Perm</b>			<b>0.00</b>	<b>2,386</b>
<b>Electrical Residential</b>				
ELEC-8-15-6146	10410 RIVER Road	08/04/2015	1,500.00	0
ELEC-8-15-6156	5916 NORMANDY Street	08/05/2015	1,200.00	0
ELEC-8-15-6164	4311 SCHOFIELD Avenue	08/06/2015	0.00	0
ELEC-8-15-6192	4311 SCHOFIELD Avenue	08/17/2015	600.00	0
ELEC-8-15-6193	9005 SCHOFIELD Avenue	08/17/2015	1,000.00	0
ELEC-8-15-6207	4311 SCHOFIELD Avenue	08/24/2015	0.00	0
<b>Totals For Electrical Residential : 8 Permit(s)</b>			<b>4,300.00</b>	<b>0</b>

Permit	Location Address	Issued	Valuation	Square Feet
<b>Excavation Permit Public Utility</b>				
EXCA-8-15-6165	Von Kanel St / Corozall Dr	08/07/2015	0.00	0
EXCA-8-15-6167	Janice Avenue	08/07/2015	0.00	0
EXCA-8-15-6175		08/10/2015	0.00	0
EXCA-8-15-6201	4704 Kramer Lane	08/19/2015	0.00	0
<b>Totals For Excavation Permit Public Utility : 4 Permit(s)</b>			<b>0.00</b>	<b>0</b>
<b>Fence Residential</b>				
FENC-8-15-6162	6407 CREEL Drive	08/06/2015	3,000.00	0
FENC-8-15-6168	4904 SCHOFIELD AVE	08/07/2015	1,800.00	0
<b>Totals For Fence Residential : 2 Permit(s)</b>			<b>4,800.00</b>	<b>0</b>
<b>HVAC HVAC Commercial Remodel</b>				
HVAC-8-15-6148	8011 TECHNOLOGY DR	08/05/2015	0.00	2,386
HVAC-8-15-6217	7802 MEADOW ROCK DR	08/28/2015	12,000.00	9,000
<b>Totals For HVAC HVAC Commercial Remodel : 2 Permit(s)</b>			<b>12,000.00</b>	<b>11,386</b>
<b>Lateral Connection New Single Family</b>				
LCON-8-15-6203	7005 Executive Court	08/20/2015	0.00	0
<b>Totals For Lateral Connection New Single Family : 1 Perm</b>			<b>0.00</b>	<b>0</b>
<b>Lateral Connection Non Residential</b>				
LCON-8-15-6208	8011 Schofield Avenue	08/24/2015	0.00	0
<b>Totals For Lateral Connection Non Residential : 2 Permit(s)</b>			<b>0.00</b>	<b>0</b>
<b>Plumbing Commercial</b>				
PLUM-8-15-6149	8011 TECHNOLOGY DR	08/05/2015	0.00	0
PLUM-8-15-6218	7802 MEADOW ROCK DR	08/28/2015	13,000.00	10,000
<b>Totals For Plumbing Commercial : 2 Permit(s)</b>			<b>13,000.00</b>	<b>10,000</b>
<b>Plumbing Multi Family (3+Units)</b>				
PLUM-8-15-6197	6903 RIVER TRAIL DR	08/18/2015	26,000.00	0
PLUM-8-15-6211	6300 BIRCH Street	08/27/2015	0.00	0
<b>Totals For Plumbing Multi Family (3+Units) : 4 Permit(s)</b>			<b>26,000.00</b>	<b>0</b>
<b>Private Well Renewal</b>				
WELL-8-15-6170	5209 Kellyland Street	08/10/2015	0.00	0
WELL-8-15-6171	5706 THOMAS AVE	08/10/2015	0.00	0
WELL-8-15-6172	4715 Chadwick Street	08/10/2015	0.00	0
WELL-8-15-6173	4711 Chadwick Street	08/10/2015	0.00	0
WELL-8-15-6174	5514 Rose Street	08/10/2015	0.00	0
WELL-8-15-6188	1616 Woodward Avenue	08/13/2015	0.00	0
WELL-8-15-6189	2507 Radtke Avenue	08/13/2015	0.00	0
WELL-8-15-6190	5403 Roxann Drive	08/13/2015	0.00	0
WELL-8-15-6198	1310 Post Avenue	08/18/2015	0.00	0
WELL-8-15-6199	4615 Kellyland Street	08/18/2015	0.00	0
<b>Totals For Private Well Renewal : 10 Permit(s)</b>			<b>0.00</b>	<b>0</b>
<b>Residential Building Exterior Remodel</b>				
RBLD-8-15-6153	5805 Connie Lane	08/05/2015	7,000.00	2,860
RBLD-8-15-6155	2910 NORMA Avenue	08/05/2015	4,200.00	0

Permit	Location Address	Issued	Valuation	Square Feet
RBLD-8-15-6160	5507 LINDA Street	08/06/2015	300.00	0
RBLD-8-15-6185	6310 SETTER RD	08/13/2015	12,000.00	0
RBLD-8-15-6186	5711 FERGE Street	08/13/2015	5,550.00	0
RBLD-8-15-6191	1721 MONTEREY Avenue	08/17/2015	3,500.00	0
RBLD-8-15-6210	4403 JELINEK Avenue	08/27/2015	5,700.00	0
<b>Totals For Residential Building Exterior Remodel : 7 Perm</b>			<b>38,250.00</b>	<b>2,860</b>

<b>Residential Building Interior Remodel</b>				
RBLD-8-15-6159	5303 BIRCH Street	08/06/2015	20,000.00	816
RBLD-8-15-6163	3305 HORIZON Court	08/06/2015	45,000.00	1,522
<b>Totals For Residential Building Interior Remodel : 9 Permi</b>			<b>65,000.00</b>	<b>2,338</b>

<b>Residential Building New Single Family</b>				
RBLD-8-15-6177	5906 FIELDCREST Lane	08/10/2015	185,000.00	2,341
RBLD-8-15-6214	7005 EXECUTIVE Court	08/28/2015	175,000.00	3,173
TRBLD-8-15-6178	8040 KERSTEN Road	08/11/2015	159,000.00	1,716
<b>Totals For Residential Building New Single Family : 12 Per</b>			<b>519,000.00</b>	<b>7,230</b>

<b>Sign Face Replacement Existing Business</b>				
SIGN-8-15-6144	3412 SCHOFIELD AVE	08/03/2015	410.00	64
SIGN-8-15-6152	3105 SCHOFIELD AVE	08/05/2015	0.00	66
<b>Totals For Sign Face Replacement Existing Business : 2 P</b>			<b>410.00</b>	<b>130</b>

<b>Sign Face Replacement New Business</b>				
SIGN-8-15-6176	7701 SCHOFIELD AVE	08/10/2015	1,500.00	108
<b>Totals For Sign Face Replacement New Business : 3 Perm</b>			<b>1,500.00</b>	<b>108</b>

<b>Sign New</b>				
SIGN-8-15-6150	3105 SCHOFIELD AVE	08/05/2015	0.00	72
SIGN-8-15-6151	3105 SCHOFIELD AVE	08/05/2015	0.00	66
SIGN-8-15-6182	6101 ZINSER ST	08/12/2015	2,500.00	24
SIGN-8-15-6187	7102 ZINSER ST	08/13/2015	350.00	15
SIGN-8-15-6205	5906 HILGEMANN ST	08/21/2015	0.00	18
SIGN-8-15-6209	5503 SCHOFIELD AVE	08/27/2015	424.00	24
SIGN-8-15-6212	5503 SCHOFIELD AVE	08/27/2015	198.00	24
<b>Totals For Sign New : 10 Permit(s)</b>			<b>3,472.00</b>	<b>243</b>

<b>Special Events on Public Property Special Event</b>				
SEPP-8-15-6195	3402 HOWLAND AVE	08/18/2015	0.00	0
SEPP-8-15-6196	5116 CAMP PHILLIPS RD	08/25/2015	0.00	0
SEPP-8-15-6202	5902 SCHOFIELD AVE	08/20/2015	0.00	0
<b>Totals For Special Events on Public Property Special Even</b>			<b>0.00</b>	<b>0</b>

<b>Sprinkler/Irrigation Residential</b>				
SPRK-8-15-6157	9502 HERITAGE HILLS Drive	08/06/2015	3,500.00	0
<b>Totals For Sprinkler/Irrigation Residential : 1 Permit(s)</b>			<b>3,500.00</b>	<b>0</b>

<b>Zoning Commercial</b>				
ZONE-8-15-6154	7701 Schofield Avenue	08/06/2015	0.00	2,500
ZONE-8-15-6161	5906 Hilgemann Street	08/06/2015	0.00	3,000
ZONE-8-15-6215	5225 PINE ST	08/28/2015	0.00	1,900

Permit	Location Address	Issued	Valuation	Square Feet
ZONE-8-15-6220	7802 MEADOW ROCK DR	08/31/2015	182,000.00	10,400
<b>Totals For Zoning Commercial : 4 Permit(s)</b>			<b>182,000.00</b>	<b>17,800</b>



# Village of Weston

## Code Violations Issued

Issued From 08/01/2015 To 08/31/2015

CODE DESCRIPTION	CODE NUMBER	OCCURENCES
Tall Grass	Sec. 50.102.h.2.a	3
Open burning.	Sec. 34.108.3	1
Storing of Refuse	Sec. 66.100	1
Miscellaneous Complaint	Miscellaneous Complaint	2
Exceed Number of Rec Vehicles	Sec. 94.153.b.	1
Neglected Premises Visible to Public	Sec. 50.102.g.3	3
Vehicles Parked on Lawn	Sec. 94.154.b	2
Shooting Prohibited	Sec. 54.101.a	1
	<b>Total Occurences:</b>	<b>14</b>



August 11, 2015

Bob Yach  
Precision Body and Frame  
1509 Post Avenue  
Weston, WI 54476  
[bob@precisionbodyandframe.com](mailto:bob@precisionbodyandframe.com)

**RE: Parking Lot Plan Review Approval for Precision Body and Frame, 1509 Post Avenue, Weston (CSIT-7-15-1525)**

Dear Mr. Yach,

On behalf of the Village of Weston, I am pleased to inform you the Parking Lot Plans submitted on 7/25/15 have been approved, subject to the following conditions:

1. The site shall be developed, operated and maintained according to the attached plans, except where plan amendments are necessary to meet any subsequent approval condition, or as otherwise approved by the Village Planning and Development Department Staff or Village Plan Commission.

Please feel free to proceed with your paving project per the submitted plans (attached).

Once this project is completed, please be sure to contact Planning and Development Department staff at the time you wish to receive final inspection for the project. We will then issue the final project Completion Certificate following the final inspection. Again, you can reach a member of the Department via the email address of [PlanDev@westonwi.gov](mailto:PlanDev@westonwi.gov) or by calling the main Village phone line at (715) 359-6114.

If you have any questions or concerns, please feel free to contact myself or a member of my staff. Continued best wishes with your business operation in Weston.

Sincerely,

Jennifer Higgins  
Director of Planning and Development

Cc: File  
Planning and Development Staff  
Plan Commission

# JENSEN & SON

## ASPHALT RESTORATION LLC

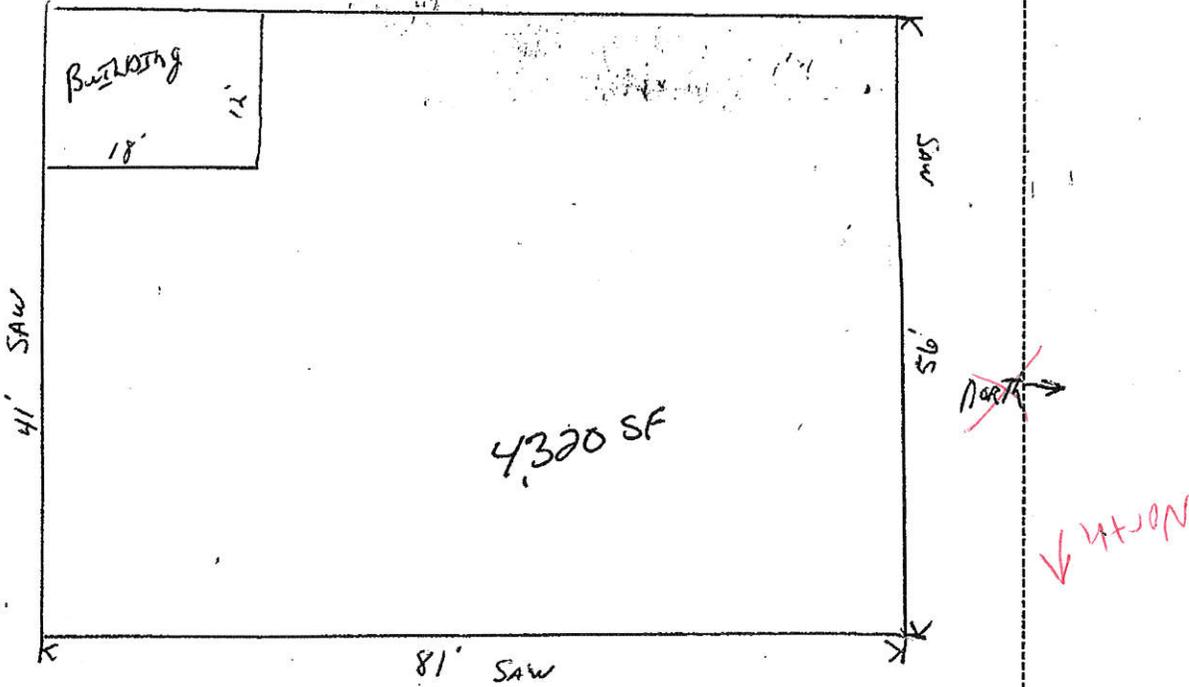
N331 N 8th St, Medford, WI 54451

715-965-0577

### PROPOSAL CONTRACT

Job Name: PRECISION BODY + FRAME Scott  
Physical Address: 1509 POST RD. SCHOFIELD  
Phone: 715-359-9655 Inspection Date: 6/13/14

#### Asphalt Paving:



#### Asphalt Repair:

Scott 9/20/14

5,856.00

TOTAL PAYMENT DUE IN FULL UPON COMPLETION OF WORK TOTAL ESTIMATE \$ ~~6,350.00~~ 6,000.00

This estimate is honored for 30 days from date of inspection. Jensen & Son Asphalt Restoration LLC will make every attempt to complete your project to your satisfaction. If you have any concerns at any point in the project, please contact Scott immediately at 715-965-0577. Thank you for allowing us to estimate on your asphalt restoration needs!

The above job specifications, conditions and pricing are agreed upon and hereby accepted. Please proceed with the work as specified. Payment in full will be made upon completion of project.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_ Prepared by \_\_\_\_\_

17157

*Michael J. Sydow*

Chg. 30.00



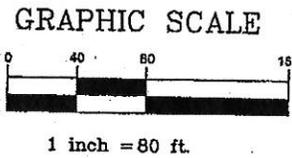
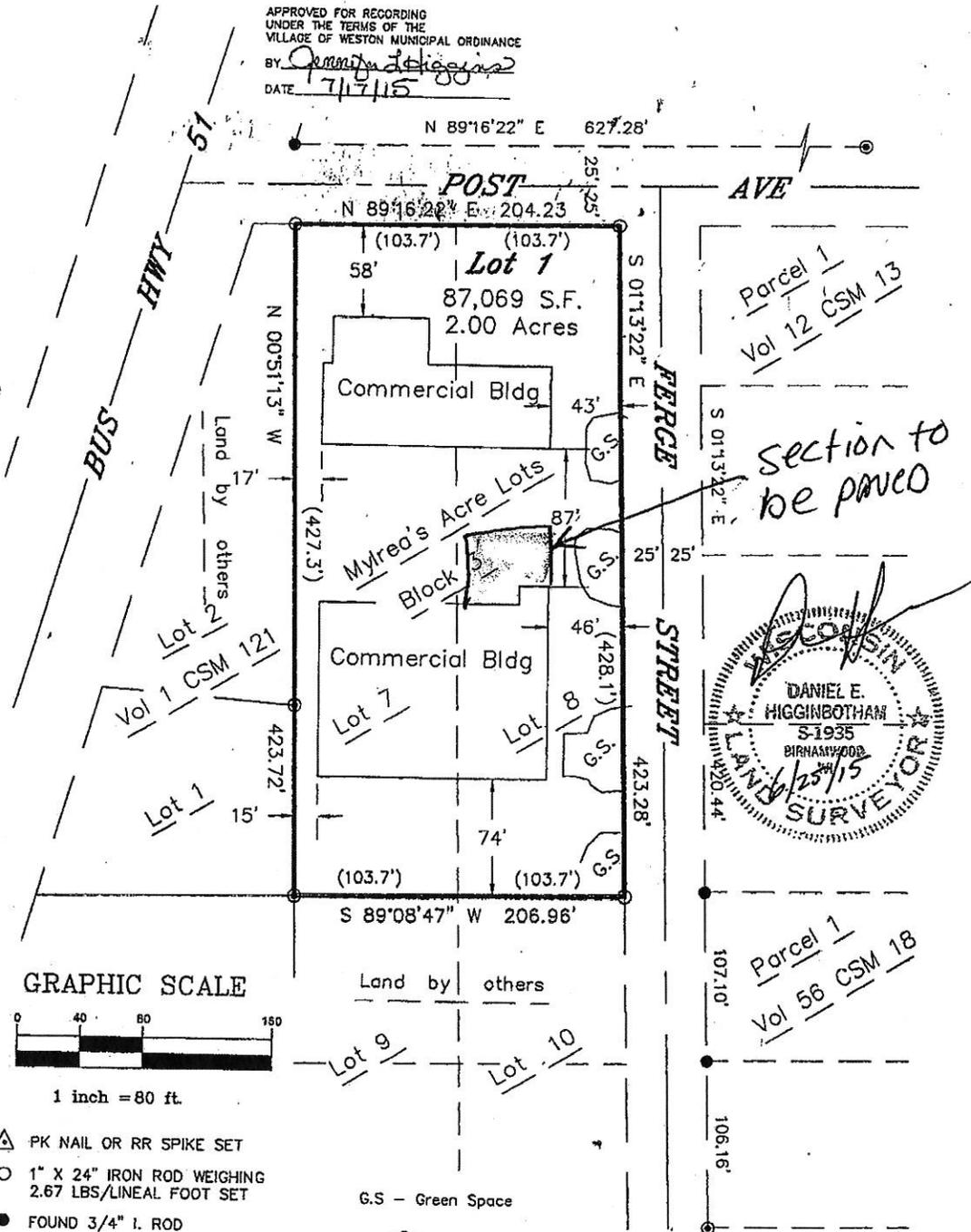
DOC# 1696292

**CERTIFIED SURVEY MAP NO. 17157 VOL 81 PAGE 89**

OF ALL OF LOTS 7 AND 8 OF BLOCK 3 OF MYLREA'S ACRE LOTS BEING PART OF THE SOUTHWEST 1/4 OF SECTION 18, TOWNSHIP 28 NORTH, RANGE 08 EAST, VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN

APPROVED FOR RECORDING  
 UNDER THE TERMS OF THE  
 VILLAGE OF WESTON MUNICIPAL ORDINANCE

BY: *[Signature]*  
 DATE: 7/17/15

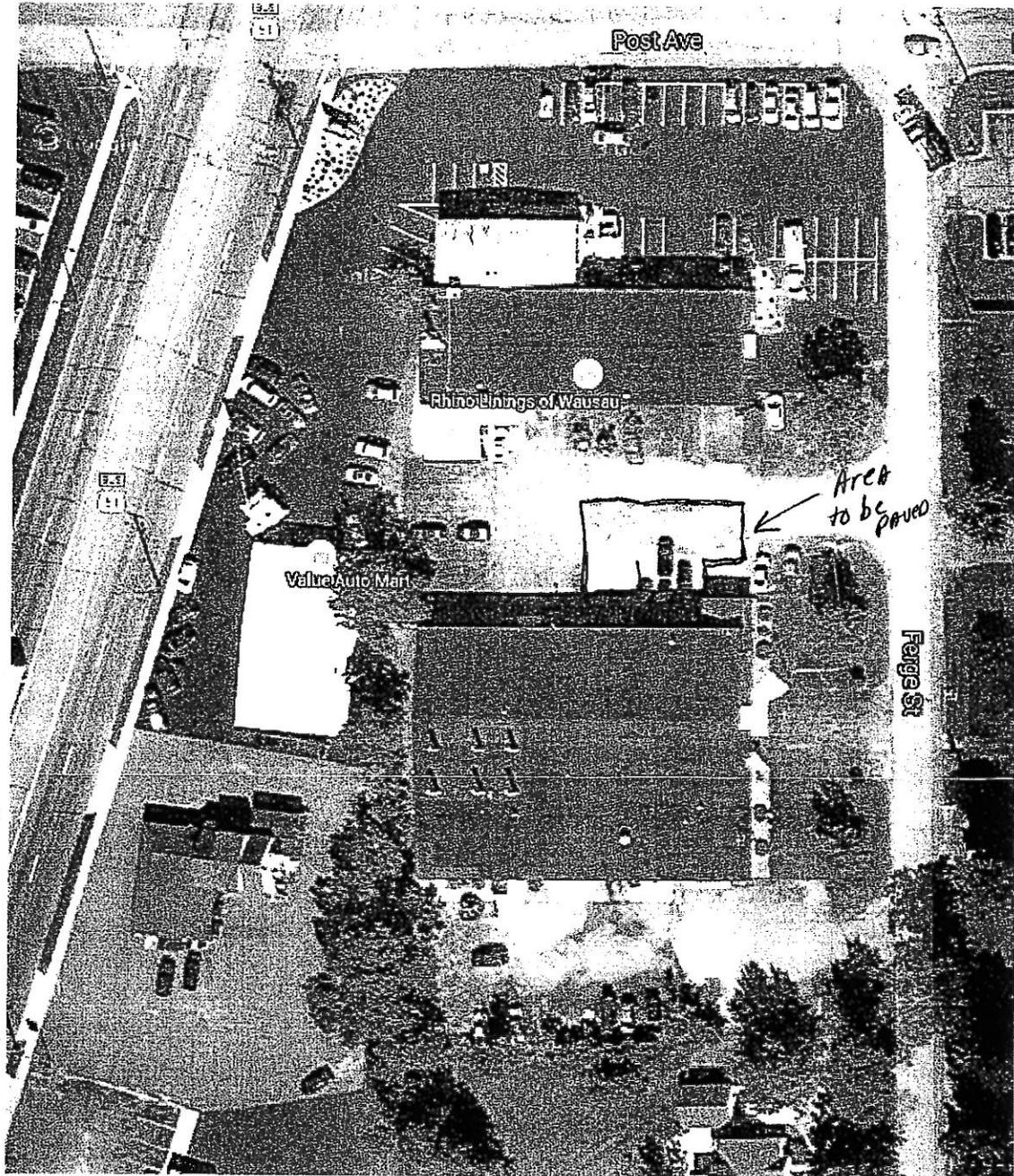


- △ PK NAIL OR RR SPIKE SET
- 1" X 24" IRON ROD WEIGHING 2.67 LBS./LINEAL FOOT SET
- FOUND 3/4" I. ROD
- ⊙ FOUND 1" I. PIPE
- ▲ FOUND PK NAIL OR RR SPIKE
- ⊠ FOUND GOV'T CORNER
- ( ) RECORD DATA



BEARINGS ARE REFERENCED TO THE EAST LINE OF BLOCK 3 ASSUMED TO BEAR S 1° 13' 22" E





# Commercial Site Plan

Application

Village of Weston/ETZ

Date: 07/25/15

Site Plan No. : CSIT-7-15-1525

Payment: Cash Check No. 53501 (VP)

**FULL COMPLETION OF THIS FORM IS REQUIRED FOR PROCESSING**



5500 Schofield Ave  
Weston, WI 54476

## SITE PLAN PROJECTS AND FEES

<input type="checkbox"/> Accessory Structure Plan Review	\$ <u>100.00</u>
<input type="checkbox"/> Landscape Plan Review	\$ <u>100.00</u>
<input type="checkbox"/> Architectural Review	\$ <u>100.00</u>
<input checked="" type="checkbox"/> Parking Lot Plan or Drainage Review	\$ <del>300.00</del> <u>\$100.00</u> ✓
<input type="checkbox"/> Building Addition Plan Review (under 50% of the existing building)	\$ <u>300.00</u>
<input type="checkbox"/> New Construction-Staff Review	\$ <u>500.00</u>
<input type="checkbox"/> New Construction-Plan Commission Review	\$ <u>600.00</u>
<input type="checkbox"/> New Construction: Large Retail/Commercial Services Development-Plan Commission Review (with CUP Application Fee)	\$ <u>750.00+\$10.00/Acre over 10 Acres =</u>
<input type="checkbox"/> New Construction: Large Retail/Commercial Services Development (over 75,000 ft <sup>2</sup> )-Plan Commission Review (with CUP Application Fee)	\$ <u>900.00+\$10.00/Acre over 10 Acres =</u>

**\*Staff also reserves the right to forward site plan applications for Plan Commission review, which is an additional \$100.00 fee. All special exceptions from the Zoning Code require Plan Commission review and approval, which is an additional \$100.00 fee.**

## EXPLANATION OF THE SITE PLAN APPROVAL PROCESS

The Site Plan approval processes is a requirement throughout the Village of Weston and its Extraterritorial Zoning (ETZ) within the Town of Weston for all non-residential construction projects. **Prior to submitting this site plan application a zoning permit must be filed with and approved by staff.** The site plan process is designed so that all proposed projects are reviewed to ensure that the requirements listed therein are upheld to the standards in which they are written and interpreted by the Zoning Administrator, as granted by this Chapter.

Staff shall be the approval authority for all site plans, except for the following circumstances:

- 1) The applicant has indicated on this application form a desire for Plan Commission action instead of Zoning Administrator action (**\$600.00 Fee**);
- 2) The application is filed concurrently with a rezoning or conditional use permit application, or both of the same site (**\$100.00 Discount from all fees**);
- 3) The site plan is a large Retail/Commercial Service Development as described in 94.10.04 (**\$750.00+\$10.00/Acre over 10 Acres for developments between 25,000 and 75,000 ft<sup>2</sup> or \$900.00+\$10.00/Acre over 10 Acres for developments over 75,000 ft<sup>2</sup>**);
- 4) The site plan proposes public improvements other than driveway connections to public streets, sanitary sewer and/or water lateral connections to existing mains, or if the opinion of the Zoning Administrator requires such improvements;
- 5) The Zoning Administrator is unable to determine whether one or more of the standards for approval within subsection (6) will be met;
- 6) Review under subsection (5) reveals differences that cannot be resolved by the Zoning Administrator, following consultation with the Village Administrator;
- 7) A written agreement between the Village and Applicant requires Plan Commission of the site plan;
- 8) For projects in the ETZ area, the Town Board has adopted a resolution requiring Extraterritorial Zoning Committee to determine all site plan applications instead of the Zoning Administrator.

Staff also reserves the right to forward site plan applications for Plan Commission review, which is an additional \$100.00 fee. Fees for any other proposed site plans that are not listed above shall be determined by the Zoning Administrator based on the complexity of the proposal and how it compares to the site plan projects and fees listed above. Completed site plan with then be reviewed by staff.

**APPLICANT INFORMATION**

**Applicant Name:** PRECISION BODY AND FRAME  Agent\*  Property Owner  
**Mailing Address:** 1509 POST AVE Weston  
**Phone:** (715) 359-9655  
**Email:** bob@precisionbodyandframe.com

\* Agents must have a LETTER OF AUTHORIZATION from all property owners at the time of filing.

**Property Owner:** BOB YACH **Contact Name:** BOB YACH  
**Mailing Address:** 1509 POST AVE Weston WI 54476  
**Phone:** (715) 359-9655  
**Email:** bob@precisionbodyandframe.com

**PROJECT SITE SPECIFICATIONS**

**Project Address:** 1509 POST AVE **Lot Size(ft<sup>2</sup>):** 87069  
(or PIN if no address) Weston WI 54476 **Acres:** 2  
**Property Zone:** GI-General Industrial B3 **Proposed Rezone\*:** GI-General Industrial - B3  
Commercial  
**Current Future Land Use Designation:** Environmental Corridor **Proposed Future Land Use Designation\*:** Commercial  
Environmental Corridor  
**Legal Description:** Mylrea's Acre Lots Block 3 (now CSM 17157, Vol 81, Pg 89, Dec. 16/9/2022)

\*A separate application is required for all Rezoning and Comprehensive Plan Map Amendments.

**APPLICATION COMPLETENESS**

The applicant shall submit a site plan application to the Planning and Development Department. The site plan application shall not be placed on an agenda as an action item unless the application is approved and certified as complete by the Zoning Administrator. The review of a site plan application for completeness shall occur within ten working days of application submittal, or else the application shall be considered complete. The Zoning Administrator shall notify the applicant of the date and time of the applicable Plan Commission or Extraterritorial Zoning Committee meeting, if Commission or Committee review is required. Applications must be complete at least 10 days in advance of a Commission or Committee meeting to be scheduled for action at such meeting (as opposed to the subsequent meeting), except under exceptional circumstances as determined by the Zoning Administrator. **Failing to attach ALL OF THE REQUIRED COMPONENTS, when applicable, will result in the status of this application as incomplete. Incomplete applications will not be reviewed and shall be discarded after 30-days of the application status being incomplete. Any fees collected in association with this permit shall not be refunded.**

**CONTRACTORS' INFORMATION**

Construction of all projects obtaining site plan approval shall be overseen by a professional construction manager or project manager, whose name and contact information shall be provided by the project owner to the Zoning Administrator in the space provided below.

**Project Managing Firm:** \_\_\_\_\_ **Contact Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
\_\_\_\_\_ **Email:** \_\_\_\_\_

**General Contracting Firm:** JENSEN AND SON ASPHALT **Contact Name:** SCOTT  
**Address:** N331 N 8TH ST **Phone:** 715-965-0577  
MEDFORD WI. 54451 **Email:** N/A

**Engineer:** \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

**License:** \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**Licensed Architect Required.** All proposed new construction and building additions shall require building elevations stamped by an architect licensed in the State of Wisconsin, unless otherwise approved by the Plan Commission. All such elevations shall demonstrate compliance with Section 94.10.03 by showing the calculated percentages of all proposed exterior materials.

**Architect:** \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

**License:** \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**Required Landscape Plan and Preparer Qualifications.** All proposed landscape plantings to be located on the subject property shall be depicted on a landscape plan as to their location, type, and size at time of planting and maturity. All landscape plans required under this Article shall be prepared by a licensed landscape architect, certified landscape designer, or another professional or individual skilled in landscape design as determined by the Zoning Administrator.

**Landscape Contractor:** \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

**License:** \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

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### SITE PLAN REQUIREMENTS

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The applicant shall provide the Zoning Administrator with the complete application certified by the Zoning Administrator, including an easily reproducible electronic copy plus hard copies in a quantity directed by the Zoning Administrator. Except as otherwise allowed below or with the express approval of the Zoning Administrator, the application shall include the following information within the site plan or in supporting documentation to be considered complete:

- The date of the original plan and the latest date of revision to the plan.
- A north arrow and a graphic scale.
- A legal description or plat of survey of the subject property.
- All property lines and existing and proposed right-of-way lines with bearings and dimensions clearly labeled.
- Delineations and labels of floodplains, shoreland-wetlands, shoreland areas, steep slopes, and other natural resource areas.
- All existing and proposed easement lines and dimensions with a key provided and explained on the margins of the plan as to ownership and purpose.
- All required building setback lines applicable to the zoning district(s), including setbacks from natural resource areas.
- A grading plan at the same scale as the main site plan; showing existing and proposed grades; finish floor elevations of all existing and proposed buildings; elevations of adjacent curbs, property lines, and street center lines; and retention walls and related devices.
- An erosion control plan, meeting applicable state and local requirements.
- The location of existing and proposed stormwater management and structures, along with any technical data required by the Director of Public Works or designee to determine the adequacy of the proposed facilities.
- Proposed land use or uses, with projected number of employees, residents, and maximum customer capacity (Should have been provided with the Zoning Permit Application)
- All existing and proposed buildings, structures, and hard surfaced and graveled areas, including building entrances, walks, drives, decks, patios, fences, utility poles, drainage facilities, and walls, labeling actual and proposed setbacks from all lot lines as well as the areas of all the impervious surfaces.
- The location and dimension of all access points onto public streets.
- The location and dimension of all on-site parking (and, if applicable, off-site parking), including a summary of the number of parking stalls provided versus required by Chapter 94.

- The location and dimension of all loading and service areas on the subject property and labels indicating the dimension of such areas.
  - The location of all outdoor storage areas including dumpsters and the design and materials for all screening fences, including pre-approval from the contracted hauler on proposed design and location.
  - The location of all outdoor areas for daily, seasonal, or longer-term sales, display, and/or collection of merchandise, including but not limited to donation drop-off boxes and vending machines.
  - The location, type, height, fixture design, and cut-off angle of all exterior lighting, including a detailed photometric plan showing the distribution of light output across the property to the property lines.
  - A detailed landscaping plan for the subject property at the same scale as the main plan showing the location, type, and size of all proposed landscaping. All landscape plans shall be prepared by a licensed landscape architect, certified landscape designer, or another professional or individual skilled in landscape design as determined by the Zoning Administrator.
  - Elevation drawings, drawn to a recognized architectural scale, of proposed buildings or proposed remodeling of existing buildings to include exterior or roof mechanical equipment and lighting, and showing finished exterior treatment, with adequate labels provided to clearly depict exterior materials, texture, color, and overall appearance.
  - The location, type, height, size and lighting of all existing signage on the subject property, and for proposed signage to the extent practical at the time. Multitenant retail centers and group developments shall provide a sign plan for the project that:
    - Meets the submittal requirements of Section 94.13.02(2).
    - Includes proposed signable areas on building facades.
    - Includes a group development sign with space for individual business identification if desired.
- In the site plan map legend, the following additional data for the subject property:
- Proposed zoning (or existing zoning if no change)
  - Lot area
  - Total number and type of residential dwelling units (if applicable)
  - Total gross floor area of building and outdoor storage space
  - Landscape surface area, and percentage of site to be covered in green space
  - Building heights
  - Plans and methods for fire control and suppression, which may include hydrants, sprinklers, alarms, and/or access rooms. Compliance with the Fire Code shall be required.
  - If hazardous materials are to be kept or stored on site, a written description of such materials and the operations involving such materials conducted on their property. The Village may also require a process safety management, risk management, containment, and emergency response program.

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**COMPARISON OF PROPOSED SITE PLAN WITH REQUIRED REVIEW CRITERIA**

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1. Have all standards of the Village zoning ordinance and other applicable Village, Town, State, and Federal regulations been met? Explain how, or why not (May consult with Zoning Administrator or designee).

Yes with the village

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2. Explain what measures you have taken so that the project will not endanger public health or safety.

By covering the road base with asphalt the dust and dirt will no longer float in the air.

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3. Have adequate public facilities and utilities been provided to serve the site? If not, how will they?

N/A

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4. How will stormwater and erosion be adequately managed?

Water will flow to the storm sewer and french drain

5. How will disruptions to existing topography, drainage patterns, and vegetative cover be minimized?

N/A

6. How will traffic control and parking appropriate to the site and proposed land use be provided?

N/A

7. What measures will be taken to provide appropriate landscaping and open space areas?

We plan to clean up the area around the building.

8. How will the building(s) comply with architectural standards in Article 6 of the zoning ordinance?

N/A

**IMPERVIOUS SURFACES**

All impervious surfaces must be identified on the property. Impervious surfaces includes the footprint of all existing and proposed structures, driveways, private walkways/sidewalks, patios and any other hard surfaces. All parcels must maintain a Landscape Surface Ratio (LSR). The following must be completely filled out. Failure to fill out this portion of the permit will result in the status of this application as incomplete.

**Hard surface:** A dustless, all-weather surface including concrete, asphalt paving, "black-top," pervious pavement, interlocking pavers, paving stones commercially designed and manufactured for the proposed purpose, any combination of these materials, or other similar material approved by the Zoning Administrator. Does not include gravel, other crushed stone, limestone screenings, clay, or other loose aggregate or organic material.

**Landscaped surface area ratio (LSR):** The percentage of the gross site area or lot area that is preserved as permanently protected landscaped area (green space), including vegetative roofs meeting the definition in this section.

**Existing Impervious Surfaces:**

Building Footprints:	(Principal and Accessory structures)					<u>25,145.00</u>	Ft <sup>2</sup>
Driveways/Parking Lots:	Surface Type:	<input type="checkbox"/> Asphalt	<input checked="" type="checkbox"/> Concrete	<input type="checkbox"/> Pavers	<input type="checkbox"/> Gravel	<u>28,047.00</u>	Ft <sup>2</sup>
Walkways/Sidewalks:	Surface Type:	<input type="checkbox"/> Asphalt	<input checked="" type="checkbox"/> Concrete	<input type="checkbox"/> Pavers	<input type="checkbox"/> Gravel	<u>215.00</u>	Ft <sup>2</sup>
Patio:	Surface Type:	<input type="checkbox"/> Asphalt	<input checked="" type="checkbox"/> Concrete	<input type="checkbox"/> Pavers	<input type="checkbox"/> Gravel	<u>0.00</u>	Ft <sup>2</sup>
Other Hard Surfaces:	Surface Type:	_____				<u>0.00</u>	Ft <sup>2</sup>
<b>EXISTING IMPERVIOUS TOTAL:</b>						<u>53,407.00</u>	Ft <sup>2</sup>

**Proposed Additional Impervious Surfaces:**

Building Footprints: (Principal and Accessory structures)		4320	Ft <sup>2</sup>
Driveways/Parking Lots: Surface Type:	<input type="checkbox"/> Asphalt <input type="checkbox"/> Concrete <input type="checkbox"/> Pavers <input type="checkbox"/> Gravel*		Ft <sup>2</sup>
Walkways/Sidewalks: Surface Type:	<input type="checkbox"/> Asphalt <input type="checkbox"/> Concrete <input type="checkbox"/> Pavers <input type="checkbox"/> Gravel*		Ft <sup>2</sup>
Patio: Surface Type:	<input type="checkbox"/> Asphalt <input type="checkbox"/> Concrete <input type="checkbox"/> Pavers <input type="checkbox"/> Gravel*		Ft <sup>2</sup>
Other Hard Surfaces: Surface Type:	_____		Ft <sup>2</sup>
<b>PROPOSED ADDITIONAL TOTAL:</b>		<u>4,320.00</u>	<b>Ft<sup>2</sup></b>
<b>EXISTING IMPERVIOUS TOTAL:</b>		<u>53,407.00</u>	<b>Ft<sup>2</sup></b>
<b>NEW IMPERVIOUS SURFACE GRAND TOTAL:</b>		<u>57,727.00</u>	<b>Ft<sup>2</sup></b>

**Landscape Surface Ratio Calculation:**

NEW GRAND TOTAL: 57,727.00 Divided by LOT SIZE: 87,069.00 Multiplied by 100 = 66.30 %

**REIMBURSEMENT FOR DEVELOPMENT REVIEW SERVICES**

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

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

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

In the event the Village should chooses to exercises the above stated policy, and as stated in the Zoning Code, the applicant shall be notified and consulted with prior to Staff expending additional time that is not already built into the review process fee and/or the hiring of a professional consultant for the review, processing and investigation of this application. The intent of the Zoning Administrator is to exercise this power in extreme and unusual circumstances or in the absence of the Zoning Administrator.

**STATEMENT OF UNDERSTANDING AND SIGNATURES**

By signing and dating below, I acknowledge that I have reviewed and understand the Village of Weston zoning ordinance and its standards of approval related to this application; read, understand, and accept my responsibilities under the reimbursement section above; submitted an application that is true, correct, and complete to the best of my knowledge; acknowledge that Village officials and/or employees may, in the performance of their functions, enter upon the subject property to inspect or gather information necessary to process this application; understand that all meeting dates are tentative and may be postponed by the Village for the reason of incomplete submittals or other administrative reasons; if this application is approved, agree to abide by this application, approved plans, and required conditions associated with plan approval in the development of the subject property; and understand that the Village's zoning ordinance and/or the conditions of development approval may specify timeframes within which I must take certain actions related to the development of the subject property, or risk having the approval being nullified. **Failing to attach all the required components will deem the status of this application as incomplete. Incomplete applications will not be reviewed and shall be discarded within 30-days if the application status remains incomplete. Any fees collected will not be refunded.**

**BOB YACH**

Digitally signed by BOB YACH  
Date: 2015.07.25 16:46:25 -05'00'

**07/25/15**

Signature of Applicant

Date

Property Owner    Project Owner    Project Manager

**STAFF TIME TABLE CHECKLIST**

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

Application and required plans filed with the Village.  
Date: 07-25-15 Received by: VP

Application fee received by Village.  
Date: 08-03-15 Received by: VP

Application and submitted plans verified as being complete.  
Date: 08-05-15 Reviewed by: VP

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

Action Taken:  Granted  Granted with modifications  Denied

Zoning Administrator (or designee) action. Designee: Jennifer Higgins  
Date: 8/11/15 Action Taken:  Granted  Denied

Applicant notified of decision and sent Occupancy Permit Application.  
Date: 8/11/15 Sent by: Jennifer Higgins

Attached in Smart Search. NA  
Date: \_\_\_\_\_ Attached by: \_\_\_\_\_

Attached and closed in Beehive.  
Date: 8/11/15 Closed by: Jennifer Higgins



August 31, 2015

**VIA EMAIL ONLY**

Nick Bancuk  
404 Franklin Street  
Wausau, WI 54403  
[nick@mtslc.net](mailto:nick@mtslc.net)

Joe Yelle, President  
ADC Custom Products  
7102 Zinser Street  
Weston, WI 54476  
[jyelle@adc-customproducts.com](mailto:jyelle@adc-customproducts.com)

**RE: Parking Lot Plan Review Approval for ADC Custom Products, 7102 Zinser Street, Weston (CSIT-8-15-1536/ZONE-7-15-6091)**

Gentlemen,

On behalf of the Village of Weston, I am pleased to inform you that Phase I of your Parking Lot Plan submittal (submitted on 8/31/15) and the zoning permit application for your project have been approved, subject to the following conditions:

1. The site shall be developed, operated and maintained according to the following attached plans for Phase I, except where plan amendments are necessary to meet any subsequent approval condition, or as otherwise approved by the Village Planning and Development Department Staff or Village Plan Commission.
  - a. Sheet 1, Cover Sheet, dated and revised 8/31/15
  - b. Sheet 2, Existing Plan, dated and revised 8/31/15
  - c. Sheet 3, Proposed Site Plan, dated and revised 8/31/15
  - d. Sheet 3A, Proposed Site Plan, dated and revised 8/28/15
  - e. Sheet 3A Future Site Plan, dated 8/31/15 and revised 8/31/15
  - f. Sheet 4, Proposed Grading Plan, dated 8/31/15 and revised 8/31/15
  - g. Sheet 5, Proposed Erosion Control Plan, dated 8/31/15 and revised 8/31/15
  - h. Sheet 6, Erosion Control Details, dated 8/31/15
  - i. Sheet 7, Basin and Curb Details, dated 8/31/15
  - j. Stormwater Management Plan (SWMP), dated 8/20/15 with revisions 8/31/15.
2. Maintenance Agreement included in SWMP needs to be signed and filed with Register of Deeds. A copy of the recorded agreement must be provided to the Village prior to a final completion being issued on this project.
3. Payment of Review Fees - \$325 outstanding in fees.
4. Submittal of Driveway Application Permit.
5. Please submit a landscape plan for this project for staff review and approvals prior to installation. Landscaping will need to be installed prior to the Completion Certificate being issued for this paving project. Please submit the landscape plan by February 1, 2016 with planned installation spring 2016.
6. Please submit a lighting plan. If no lighting will be added to the project, please provide a statement to this effect. Approved lighting plan will need to be reviewed and approved by staff prior installation and to the Completion Certificate being issued for this paving project.
7. Applicant has decided not to install the curb on this project at this time. Please make note that if

the 2<sup>nd</sup> phase of the project is not started within 1 year of this approval, the curb will be required to be installed as of 9/1/2016 for Phase I. If Phase II has been approved and started by 9/1/16, the curb can be installed as part of Phase II activities.

8. Per Section 94.16.09(9) Construction Management. Construction of all projects obtaining site plan approval shall be overseen by a professional construction manager or project manager, whose name and contact information shall be provided by the project owner to the Zoning Administrator upon request.
9. Per Section 94.16.09(11) Sunset Clause. All buildings on an approved site plan not fully developed within two years of final site plan approval shall expire, and no additional site development shall be permitted on undeveloped portions of the subject property. The appropriate site plan approval authority may extend this period, if requested by the applicant, based on reasons beyond the reasonable control of the applicant.
10. Per Section 94.16.04(4) Expiration of Zoning Permit. The zoning permit shall become void unless visible on-site construction is commenced within six months from the date of issuance of the permit or if the building or work authorized by such permit is suspended at any time after work is commenced for a period of 60 days. The period of time may be extended by the Zoning Administrator if the delay was due to conditions beyond the control of the applicant. All permits granted under the terms of this section shall be valid for only 24 months, unless otherwise so regulated by the Wisconsin Administrative Code

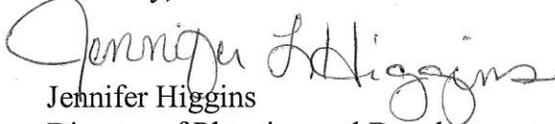
Again, you have received approvals for Phase I only of this project. Please resubmit a site application for Phase II when you are ready to proceed.

I have attached a copy of the approved Zoning Permit (ZONE-7-15-6091) along with this letter for your files and information. Please feel free to proceed with your paving project per the submitted plans (attached).

Once this project is completed, please be sure to contact Planning and Development Department staff at the time you wish to receive final inspection for the project. We will then issue the final project Completion Certificate following the final inspection. Again, you can reach a member of the Department via the email address of [PlanDev@westonwi.gov](mailto:PlanDev@westonwi.gov) or by calling the main Village phone line at (715) 359-6114.

If you have any questions or concerns, please feel free to contact myself or a member of my staff. Continued best wishes with your business operation in Weston.

Sincerely,



Jennifer Higgins  
Director of Planning and Development

Cc: File  
Planning and Development Staff  
Plan Commission  
Tony Morice, property owner ([tdmorice@aol.com](mailto:tdmorice@aol.com))

**COMMERCIAL SITE PLAN STAFF REVIEW****CSIT-8-15-1536/ZONE-7-15-6091**

Planning and Development Department

Submitted on: 08/21/2015 and Staff Review

Completed 8/31/15

PROJECT ADDRESS: 7102 ZINSER STREET, WESTON, WI 54476

STAFF DETERMINATION: As of 8/31/15 this project has been approved with the contingencies outlined in the approval letter and throughout this document.

APPROVAL EXPIRATION DATE: 9/1/2017

RELATED CASES: 2003 Site Plan Approval – World Wide Packaging

<b>GENERAL</b>			
<b>Applicant/Company:</b>	Joe Yelle / ADC Custom Products		
<b>Address:</b>	7102 Zinser Street, Weston, WI 54476		
<b>Phone:</b>	715-359-8338	<b>Email:</b>	<a href="mailto:jyelle@adc-customproducts.com">jyelle@adc-customproducts.com</a>
<b>Site Owner:</b>	Tony Morice / Zinser, LLC		
<b>Address:</b>	710 W. Azalea Drive, Chandler, AZ 85248		
<b>Phone:</b>	715-297-910	<b>Email:</b>	<a href="mailto:tdmorice@aol.com">tdmorice@aol.com</a>
<b>Engineer/Company:</b>	Nicholas Bancuk / MTS, LLC		
<b>Address:</b>	404 Franklin Street		
<b>Phone:</b>	715-843-7292	<b>Email:</b>	<a href="mailto:nick@mtsllc.net">nick@mtsllc.net</a>
<b>General Contractor:</b>	Craig Schafer / American Asphalt of Wisconsin		
<b>Address:</b>	PO Box 98, Mosinee, WI 54455		
<b>Phone:</b>	715-693-5200	<b>Email:</b>	<a href="mailto:craigschafer@americanasphaltofwi.com">craigschafer@americanasphaltofwi.com</a>
<b>Architect:</b>	N/A – Parking Lot & Driveway Paving Plan Only		
<b>Address:</b>			
<b>Phone:</b>		<b>Email:</b>	
<b>Existing Zoning:</b>	GI – General Industrial		
<b>Adjacent Zoning:</b>	<b>NORTH:</b>	2F – Two Family Residential and GI – General Industrial	
	<b>SOUTH:</b>	GI – General Industrial	
	<b>EAST:</b>	GI – General Industrial	
	<b>WEST:</b>	GI – General Industrial	
<b>Existing Land Use:</b>	Manufacturing		
<b>Adjacent Land Use:</b>	<b>NORTH:</b>	Residential / Industrial	
	<b>SOUTH:</b>	Industrial	
	<b>EAST:</b>	Industrial	
	<b>WEST:</b>	Industrial	
<b>Future Land Use:</b>	Industrial		

**LEGAL DESCRIPTION OF SUBJECT PROPERTY:**

Part of the NE quarter of the SW quarter, in Section 23, Township 28 N, Range 8 East - Parcel 2 of CSM #12055, Vol. 51, Pg. 143, Doc. #1248780

**GENERAL DESCRIPTION OF PROJECT:**

Business owner is requesting to have a 19,314 square foot parking lot addition, west of the existing 25,952.00 square foot parking lot. Also, requesting a second driveway being 3,225 square feet (215 feet long, and 15 feet wide), to meet up with a newly poured 1,600 square foot concrete pad, which will store a bulk welding gas tank. Business owner is proposing to have chain link fence with the privacy fabric installed along the north property line and installed along the west side of the building.

**CONSISTENCY WITH THE COMPREHENSIVE PLAN:**

Light Industrial / Manufacturing Operations conducted entirely within an enclosed building is a permitted use within the General Industrial Zoning District. Uses permitted within the General Industrial Zoning District are allowed uses within the Industrial Future Land Use designation.

**STAFF ANALYSIS PROVIDED BY:**

**S.A.F.E.R. DISTRICT** (Inspector Christiansen), **EVEREST METRO POLICE DEPARTMENT** (Chief Sparks), **DEPARTMENT OF PUBLIC WORKS** (Keith Donner, Director of Public Works and Michael Wodalski, Deputy Director of Public Works), **DEPARTMENT OF PARKS, RECREATION AND URBAN FORESTRY** (Shawn Osterbrink), **DEPARTMENT OF PLANNING AND DEVELOPMENT** (Jennifer Higgins, Director of Planning & Development; Scott Tatro, Building Inspector; and Jared Wehner, Assistant Planner).

**STAFF SUBMITTED REVIEWS VIA EMAIL TO DISCUSS THE SITE PLAN PROPOSAL. COMMENTS HAVE BEEN INCORPORATED BELOW.**

<b>SITE PLAN SPECIFICATIONS</b>	<b>REQUIRED</b>	<b>PROPOSED</b>
Minimum Lot Size:	40,000 sq. ft.	182,429 sq. ft.
Minimum Lot Width:	100 ft.	301.2 ft.
Minimum Street Frontage:	50 ft.	301.2'
Maximum Building Coverage:	-	20,733 + 1,619 = 22,352 sq. ft.
Maximum Accessory Structure Coverage:	-	N/A
Minimum Landscape Surface Ratio:	10%	28.5%
Maximum Floor Area Ratio:	1.0	37%
<b>SETBACKS</b>	<b>REQUIRED</b>	<b>PROPOSED</b>
Front yard:	40 ft.	76.2'
Street Side yard:	40 ft.	N/A
Interior yard:	15 ft.	19.9'
Rear yard:	30 ft.	42.9'
Accessory Structure Rear and Side yard:	10 ft.	N/A
Hard Surface Front yard:	10 ft.	14.7'
Hard Surface Interior yard:	5 ft.	3' existing 5' proposed new pavement
Minimum Principal Building Separation:	10 ft.	N/A
Principal Structure Height:	60 ft.	N/A
Accessory Structure Height:	35 ft.	N/A

<b>LAND USE STANDARDS: Section 94.4.08: Industrial Land Use Types</b>	<b>PROPOSED</b>
<p><b>(1) Light Industrial.</b> 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.</p> <p>Performance Standards:</p> <ol style="list-style-type: none"> <li>All activities shall be conducted entirely within the confines of a building, except for parking, circulation, loading and unloading, and fully screened outdoor storage.</li> <li>All outdoor storage areas shall be completely enclosed by any permitted combination of buildings, structures, walls, and/or</li> </ol>	<ol style="list-style-type: none"> <li>Activities will all be entirely within the confines of the building, with the exception of parking, circulation, loading and unloading. There is a concrete pad on the north side of the building for bulk welding gas storage. However, the owner is proposing a 6' tall chain link with fabric privacy fence along the north side of the property to block the view from the residential lot along the north side. There is a proposed temporary outdoor storage yard shown on the plans which will be screened also by the chain link fence and fabric.</li> <li>The existing refuse/recycling area appears to be moving westward, but will continue to be enclosed. Though, the dimensions are not noted. The owner is proposing a 6' tall chain link with fabric privacy fence along the north side of the property to block the view of their bulk welding gas storage from the residential lot along the north side.</li> <li>Loading and unloading will occur along the south side of the building, and along the north side of the building.</li> <li>This property abuts a residentially zoned property to the north. Owner is proposing an opaque (chain link fence with privacy screening) along the north property line, in lieu of landscaping requirements.</li> <li>See the below table on Section 12 requirements.</li> </ol>

<p>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.</p> <p>3. No loading, unloading, or storage shall be permitted in the minimum required front yard.</p> <p>4. A bufferyard meeting the requirements of Section 94.11.02(3)(d) shall be provided along all property borders abutting residentially zoned property.</p> <p>5. The use shall comply with all of the performance standards in Article 12.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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).</p> <p>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.</p> <p>7. Minimum Required Off-Street Parking: One space per each employee on the largest work shift.</p>	<p>6. N/A</p> <p>7. According to the Operational Plan, they will have 48 employees working across 2 shifts. They currently have 23 parking stalls, and will now be adding on 33 parking stalls, with plans for 41 more parking stalls later.</p>
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LANDSCAPING: Section 94.11.02	Proposed	Required Points	Proposed Points
<p>(a) <b>Street Frontages.</b> Street trees shall be planted in accordance with the following standards (see also example in Figure 11.02(1)):</p> <p>1. The total number of street trees shall be equal to or exceed the ratio of one for each 50 feet of street frontage.</p> <p>2. Trees shall be planted in the right-of-way along all streets no closer than ten feet from driveways, street signs, fire hydrants, and other above-ground utilities, and 50 feet from the corner of an intersection, as measured from the right-of-way lines extended.</p> <p>3. When conditions are such that the required spacing cannot be satisfied in the right-of-way or, if in the opinion of the Zoning Administrator the right-of-way is not wide enough to support tree growth, street trees under this subsection shall be planted within the first ten feet inside the sidewalk line.</p> <p>4. The unpaved portion of a public right-of-way abutting a parcel shall be sodded with a salt tolerant grass equivalent to a mixture containing 30 percent alkali grass.</p> <p>5. Tree or shrub planting in any public right-of-way or on any public land in the Village shall be governed by Chapter 70 of the Code.</p>	<p>1. There is 300 feet of right-of-way, so they would need 6 trees. Plans to not indicate how many trees are along the right-of-way.</p>		
	<p>2. The plans do not indicate where the existing trees are located, compared to the driveways and above-ground utilities. Do not indicate any new trees planned either.</p>		
	<p>3. This situation may or may not apply here.</p>		
	<p>4. Not sure that they will be disturbing grass area, other than what will become a driveway.</p>		
	<p>5. N/A</p>		

<p>(b) <b>Hard and Gravel Surfaced Areas.</b> Within industrial zoning districts, 100 points of landscaping shall be planted for each 2,500 square feet of hard and gravel surfaced area, not including rooftops. Within all other zoning districts, 100 points of landscaping shall be planted for each 1,500 square feet of hard or gravel surfaced area, not including rooftops. Plants required under this subsection shall be installed within landscaped islands within the hard or gravel surfaced area or within 15 feet of its edges, and shall include large deciduous trees unless otherwise approved by the appropriate site plan approval authority. See example in Figure 11.02(2).</p>	<p>(b) <b>Unable to determine what is needed as square footage of proposed parking and driveway area is not listed.</b></p>		
<p>(c) <b>Building Foundations.</b> Within industrial zoning districts, 100 points of landscaping shall be planted for each 50 lineal feet of exterior building wall that is visible from a public right-of-way or residentially zoned property. Within all other zoning districts, 100 points of landscaping shall be planted for each 75 lineal feet of exterior building wall. Plants required under this subsection must be installed within 20 feet of the building foundation, and shall not include large deciduous shade trees. See example in Figure 11.02(3).</p>	<p>(c) <b>There appears to be 120' across the front of the building, and existing 188' along the north side (facing a residential district). Later they will be adding on about 300 feet.</b></p> <p><b>Currently they need 240 points needed across the front, 376 points across the north side.</b></p> <p><b>Again, no existing or future landscaping is shown on the plans.</b></p>	<p><b>240 front?</b> <b>375 side?</b></p>	<p><b>Not shown</b></p>
<p>(d) <b>Bufferyards.</b> A bufferyard is a landscaped area, berm, fence, and/or wall that results in a reduction of visual and other interaction with an adjoining property. A bufferyard shall be provided if required for a particular land use listed in Article 4, and where otherwise required via site plan approval under Section 94.16.09. Where required, bufferyards shall comply with the following.</p> <ol style="list-style-type: none"> <li>1. The minimum width of a bufferyard shall be 25 feet, unless reduced by the site plan approval authority if it determines that a lesser width is adequate to separate incompatible uses/activities or is necessary owing to site constraints beyond the control of the owner.</li> <li>2. No building, parking lot, loading area, motor vehicle circulation area, trash storage area, or outdoor storage area shall be permitted in a required bufferyard.</li> <li>3. Landscaping within bufferyards shall be selected, positioned, and planted in sufficient quantities to provide an all-season screen within five years of planting and have a minimum height of three feet at time of planting. See example in Figure 11.02(4). Such landscaping shall not count towards any other frontage, hard or gravel surfaced area, building foundation, or general yard area planting requirement of this Article.</li> <li>4. The use of a decorative opaque fence or wall, and/or a berm, in lieu of or in addition to the landscaping may be approved by the site plan approval authority, provided the slope of any berm is less than 4:1; the berm, fence or wall does not interfere with access, utilities, or stormwater management.</li> </ol>	<p>1. <b>Owner plans to install a 6' tall chain link fence with privacy fabric along the north property line and along the west side of the building.</b></p>		
	<p>2. <b>It appears the proposed north driveway will be about 26' from the property line, but needs to be verified.</b></p> <p><b>Refuse/recycling enclosure will be along the south side of the building.</b></p>		
	<p>3. <b>Not sure if this pertains.</b></p>		
	<p>4. <b>See comment #1 above.</b></p>		
<p>(e) <b>General Yard Areas.</b> Within industrial zoning districts, 100 points of landscaping shall be planted for each 4,000 square feet of total lot area, excluding those areas under a rooftop, hard or gravel surfaced area, required bufferyard, or being reserved for a future phase of development. Within all other zoning districts, 100 points of landscaping shall be planted for each 2,500 square</p>	<p>(e) <b>Dimensions are not provided for hard surfaces, so am unable to determine this.</b></p>		

<p>feet of total lot area, excluding those areas under a rooftop, hard or gravel surfaced area, required bufferyard, or being reserved for a future phase of development. Landscaping required by this standard shall be placed where appropriate on the site to maximize visual impact of landscaping, such as in a front or street side yard or adjacent to other uses.</p>			
<p>(f) <b>Landscaping Points and Minimum Installation Sizes.</b> Most of the above landscaping requirements are expressed in terms of landscape points. Each plant type, below, is worth a certain number of landscape points that can be used to fulfill the landscaping requirements. Minimum permitted installation sizes for each plant category are provided to ensure that landscaping provides its aesthetic and screening functions at the time of installation and to improve survival rates. The schedule of landscaping points and minimum permitted installation sizes is as presented in Figure 11.02(7).</p>	<p>(f) <b>No landscaping plan is attached.</b></p>		

<b>GENERAL PERFORMANCE STANDARDS: Section 94.12</b> <b>94.12.03: Fences, Landscape Walls and Hedges.</b>	<b>PROPOSED</b>	
<p>(a) <b>Traffic Visibility.</b> All fences, walls, and hedges must comply with the vision clearance requirements of Section 94.12.08(12).</p> <p>(b) <b>Access.</b> No fence shall be considered a hardship to access a rear yard, for purposes of storage of vehicles or other purposes in this Chapter.</p> <p>(d) Fences within all Non-residential Zoning Districts, Except for Residential Fences Located There</p> <ol style="list-style-type: none"> <li>1. Fences, walls, and continuous hedges not exceeding ten feet in height are permitted. Such fence, wall, or continuous hedge shall be set back a minimum of two feet from any front or street side property line.</li> <li>2. Fences, walls, or continuous hedges may be required for screening particular land uses per Article 4 and Section 94.11.02(3)(d).</li> </ol> <p>(g) <b>Permanent Fence Appearance.</b> For each permanent fence with a more finished or a more decorative (non-structural) side, such side shall face toward the adjoining property or right-of-way. Residential fences in a front or street side yard shall be of semi-open designs, such as vertical picket, weaved lattice, or wrought iron bars. Each permanent fence shall be of consistent design and color, and color shall be compatible with the predominant color of the principal building on the same lot.</p> <p>(h) <b>Construction and Maintenance.</b> All fences, landscape walls, or decorative posts shall be constructed and maintained in a structurally sound and attractive manner per manufacturer’s instructions. Living hedges must be trimmed so that all limbs remain entirely within the property. Each fence shall be built and maintained with a single material and a single color for its full length.</p>	(a)	
	(b)	
	(d)	
	(g)	
	(h)	
<b>94.12.06(2): Exterior Storage Standards.</b>		
<p>(a) All exterior (outside) storage of recyclable and non-recyclable containers, within multi—family dwellings and non-residential facilities and properties (all land uses other than “Single-Family Detached Residence”, “Two-Family Residence”, and “Agricultural Use”), shall be placed and</p>	(a)	1. N/A
		2. <b>Up against the building, though building is steel and enclosure is brick.</b>
		3. N/A

<p>maintained within a three-sided enclosure and enclosed on the fourth side with a gate to contain garbage, refuse, waste, recycling, and other debris. The enclosure shall further meet all of the following requirements:</p> <ol style="list-style-type: none"> <li>1. Subject to accessory structure setback requirements included in Figures 5.01(2) and 5.02(2).</li> <li>2. Must be at least 10 feet from any combustible walls, openings, or combustible roof eave lines, as per NFPA 1 (most recent addition).</li> <li>3. Not placed in any minimum required front or street side yard.</li> <li>4. Must be placed to the interior side or rear of the principal structure, unless such a location is not possible in the determination of the Zoning Administrator.</li> <li>5. Must be a minimum of 30-feet long by 10-feet wide.</li> <li>6. Must be 8-feet tall.</li> <li>7. Placed on a permanent hard surface.</li> <li>8. The recyclable and non-recyclable containers shall be fully screened and not visible from public rights-of-way and adjacent properties from the ground level; the screening shall consist of a solid fence constructed of masonry, commercial grade wood fencing, or other commercial grade material approved by the Zoning Administrator. Chain link fences and gates with slats are not permitted for this purpose.</li> <li>9. This fence shall be constructed in such a manner so as to prevent paper, debris, and other refuse material from being blown through the fence.</li> <li>10. The Village's Refuse and Recycling Site Application must be submitted and approved by the Village prior to installation. The owner shall provide proof to the Zoning Administrator, from the owner's contracted solid waste/recycling hauler, that the design provides safe and reasonable access to the hauler to provide the contracted service.</li> </ol> <p>(b) The owner or designated agent may apply for a special exception from the Zoning Administrator regarding the minimum size, location, shape, and style of enclosure specified in subsection (a). The Zoning Administrator may grant a special exception if the applicant clearly shows that the ordinance requirement creates an unnecessary hardship and granting the special exception will not harm the public interest or undermine the purpose of this Chapter.</p> <p>(c) The exterior storage of non-recyclable and recyclable material, and associated containers and enclosures, which are not in compliance with this subsection as of March 18, 2015, shall have one year from such date to comply.</p>	4. Meets
	5. <b>The existing refuse/recycling area appears to be moving westward, but will continue to be enclosed. Though, the dimensions are not noted.</b>
	6. <b>Height is not listed.</b>
	7. Meets
	8. Meets
	9. Meets
	10. Occupancy Permit Application.
	(b) Not requesting a special exception.
	(c)
(3) <b>Motor Vehicle Storage.</b> Except in agricultural zoning districts, storage of operable and licensed motor vehicles shall be allowed in accordance with the hard or gravel surface setback requirements of Article 5 and landscaped in accordance with Article 11. Storage or parking of semi-trailers, busses, and heavy duty trucks on property zoned or used for residential purposes is prohibited.	(3) N/A
(4) <b>Inoperable Vehicles and Junk.</b> The outside storage of inoperable or unlicensed vehicles, appliances, and other junk or	(4) N/A

trash shall be prohibited, except for within. “Junkyard or Salvage Yard” land uses approved in accordance with the requirements of this Chapter. Storage of inoperable vehicles is also subject to the regulations set forth in Section 50.105 of the Code.	
<b>(5) Construction Materials and Equipment Related to On-site Construction.</b> Except within agricultural zoning districts, all temporary storage of construction materials and equipment related to on-site construction shall be set back a minimum of three feet from any interior side or rear property line, and outside of any front or street side yard unless provided site plan approval under Section 94.16.09.	(5)
<b>94.12.08: Access and Driveway Standards.</b>	
<b>(10) Provision for Sidewalk.</b> Where the Village has planned for or approved sidewalks, driveways shall accommodate a concrete sidewalk section within the public right-of-way, built to Village sidewalk standards, to maintain connection with existing sidewalks or to allow for the connection of future sidewalks on either side of the driveway.	(10)
<b>(11) Maintenance.</b> All driveways shall be maintained so as to prevent the transport of gravel, dirt, or other material from the property into the public right-of-way.	(11) Will be paved.
<b>(12) Vision Clearance Triangles.</b> Within vision clearance triangles, no signs, structures, earthwork, vegetation, or other obstructions between 18 inches and ten feet in height shall be permitted, except for tree trunks and sign poles. The vision clearance triangle shall apply where public streets intersect, and where private driveways and alleys intersect with public streets, per the following standards (as also represented in Figure 12.08).	(12)
<b>94.12.09: Off-Street Parking and Traffic Circulation Standards.</b>	
<b>(3) Use of Off-Street Parking Areas; Snow Storage.</b> Except as otherwise allowed below, the use of all off-street parking areas shall be limited to the parking of licensed and operable vehicles not for lease, rent, or sale. Within residentially zoned property, only licensed and operable cars and trucks with a rated gross vehicle weight of 26,000 pounds or less shall be parked or kept in parking areas or any other exterior location. The use of parking spaces and their circulation areas for purposes such as seasonal sales and snow storage shall be permitted only if sufficient parking spaces remain available to meet the parking requirements of this chapter and normal traffic and pedestrian movement and safety is not impeded.	(3) Unknown
<b>(4) Traffic Circulation and Traffic Control.</b> Site circulation shall be designed to provide for the safe and efficient movement of all traffic entering, exiting, and on the site. Circulation shall be provided to meet the individual needs of the site with specific mixing of access and through movements, and where required, shall be depicted on the required site plan. Circulation patterns and traffic control measures shall conform to the general rules of the road and the requirements of the Manual of Uniform Traffic Control Devices.	(4) There are islands to control the direction of traffic in the future Phase II.
<b>(5) Installation and Maintenance of Off-Street Parking and Traffic Circulation Areas.</b> All off-street parking and traffic circulation areas shall be completed prior to building occupancy and shall be maintained in a dust-free condition at all times. No off-street parking or traffic circulation area may be used as a storage area, for materials or for snow.	(5) Will be paved.

<p><b>(6) Off-Street Parking and Traffic Circulation Design Standards.</b></p> <p>(a) Surfacing. All off-street parking, driveway, and traffic circulation areas constructed after March 18, 2015, including residential driveways, shall be surfaced and continuously maintained with a hard surface as defined in Section 94.17.04, except that gravel, crushed stone, or a similar material is permitted for:</p> <ol style="list-style-type: none"> <li>1. Agricultural uses.</li> <li>2. Driveways in rural and open space zoning districts, where the intersecting road is gravel or the driveway is greater than 50 feet in length.</li> <li>3. Emergency access driveways where required or approved by the Zoning Administrator.</li> <li>4. Lightly traveled service drives for non-residential uses where included as part of an approved site plan under Section 94.16.09, and where in the Village at least the first 50 feet connecting to a public street is hard surfaced.</li> </ol> <p>In cases where gravel or crushed stone is permitted under one of the above exceptions, the portion of the driveway within the public street right-of-way shall be hard surfaced, except where serving agricultural uses, where the intersecting public road is gravel surfaced, or for uses outside of non-residential and mixed use zoning districts in the ETZ area. Where any gravel or crushed stone driveway exists, the Village Public Works Director may require a hard surface tracking pad adjacent to the public street right-of-way, or other remedial action, if he or she determines that gravel or stone is being tracked into the public street.</p>	<p>(a) Parking lot will be paved. Meets requirement.</p>
<p>(b) Marking. All hard-surfaced areas intended for six or more parking stalls shall be striped in a manner that clearly indicates the boundaries of required parking spaces.</p>	<p>(b) Parking lot will be marked. Meets requirement.</p>
<p>(c) Curbing. For developments that require site plan approval under this Chapter, construction of curb and gutter shall be required around all parking, driveway, and other vehicular access areas and landscaped islands and peninsulas. The site plan approval authority may modify this standard to facilitate a unique stormwater management approach or condition, for lightly traveled service drives, at the edges of a phase of development of a parking area, for material or snow storage areas, or for approved gravel surfaced areas.</p>	<p>(c) Curb will be installed as part of Phase II</p>
<p>(d) Lighting. All off-street parking and traffic circulation areas serving six or more cars shall be lit so as to ensure the safe and efficient use of said areas during the hours of use, with said illumination level shall not exceed the standards of Section 94.12.11.</p>	<p>(d) No lighting plan provided. Please provide if there is lighting added as part of this project.</p>
<p>(e) Access. Each required off-street parking space shall open directly upon an aisle or driveway that is wide enough and designed to provide a safe and efficient means of vehicular access to the parking space without directly backing or maneuvering a vehicle into a public right-of-way. All off-</p>	<p>(e) Ok</p>
<p>(f) Access. Each required off-street parking space shall open directly upon an aisle or driveway that is wide enough and designed to provide a safe and efficient means of vehicular access to the parking space without directly backing or maneuvering a vehicle into a public right-of-way. All off-</p>	<p>(f) Unknown. No parking signage details provided.</p>

<p>street parking and traffic circulation facilities shall be designed with an appropriate means of vehicular access to a street or alley, in a manner that least interferes with traffic movements. Off-street parking spaces for residential uses may be stacked or in front of one-another for the same dwelling unit. Parking spaces located behind an enclosed garage and located directly off a through aisle shall be a minimum of 30 feet deep.</p>	<p>(g) <b>Unknown – no handicap parking shown</b></p>
<p>(f) Signage. All signage located within, or related to, required off-street parking or traffic circulation areas shall comply with the requirements of Article 13.</p>	<p>(h) Ok. Meets</p>
<p>(g) Handicapped Parking Spaces. Parking for the handicapped shall be provided at a size, number, location, and with signage as specified by State and Federal regulations.</p>	
<p>(h) Parking Space Design Standards. Other than parking required to serve the handicapped, the minimum required length of parking spaces shall be 18 feet and the minimum required width is 10 feet (8½ feet for end spaces). All parking spaces shall have a minimum vertical clearance of 8 feet.</p>	<p>(i) Ok. Meets</p>
<p>(i) Parking Lot Design Standards. Horizontal widths for driveways serving parking spaces shall be no less than 24 feet for two-way driveways and 12 feet for one-way driveways, except that wider driveways may be required for loading and service routes. Parking lot landscaping shall comply with the requirements of the hard and gravel surface area landscaping requirements in Section 94.11.02(3)(b).</p>	
<p><b>(7) Calculation of Minimum Required Parking Spaces.</b> The minimum number of required parking spaces is stated for each land use in Article 4.</p>	<p>(7) According to the Operational Plan, they will have 48 employees working across 2 shifts. They currently have 23 parking stalls, and will now be adding on 33 parking stalls, with plans for 41 more parking stalls later.</p>
<p><b>(8) Potential Reduction in Automobile Parking Spaces.</b> The site plan approval authority may approve a decrease in the required number of off-street automobile parking spaces for each land use in Article 4 by up to 25 percent of the normal requirement. Such a reduction must be supported by technical documentation furnished by the applicant that indicates that actual off-street parking demand for that particular use is less than the normally required minimum.</p>	<p>(8) N/A</p>
<p><b>(9) Partial Development of Required Parking Spaces.</b> The applicant for any development may seek permission to not install a portion of its required parking at time of site plan approval; however, said site plan shall depict the minimum number of required parking spaces to be available for future construction.</p>	<p>(9) N/A</p>
<p><b>(10) Limit on the Maximum Number of Required Parking Spaces.</b> No site plan may be approved for a multi-family residential or non-residential use that contains more than 150 percent of the use’s minimum number of required parking spaces under Article 4, except by conditional use permit.</p>	<p>(10) N/a</p>
<p><b>(11) Joint and Off-Site Parking Facilities.</b>  (a) Parking facilities providing required parking for one or more uses shall provide a total number of parking spaces that shall not be less than the sum total of the separate parking needs for each use during any peak hour parking period when said joint parking facility is utilized at the same time by said uses, unless reduced by the site plan approval authority per subsection (8).</p>	<p>(a) N/A</p>

<p>(b) To obtain a greater reduction in required parking spaces that is enabled under subsection (8), the applicant(s) for approval of a joint parking facility shall demonstrate that there is no substantial conflict in the demand for parking during the principal operating hours of the two or more uses the joint parking facility is proposed to serve.</p> <p>(c) A legally binding instrument, addressing the particulars of the parking arrangement and potentially limiting future change of uses, shall be executed by any and all parties to be served by said joint parking facility, where there is a reduction in required parking spaces that is greater than that enabled under subsection (8). This instrument shall be approved by the Village Attorney, recorded with the Register of Deeds Office prior to the issuance of any zoning permit or building permit associated with the facility, and filed with the Zoning Administrator once recorded.</p>	(b) N/A
	(c) N/A
<p><b>(12) Locational Prohibitions for Off-Street Parking Areas.</b> Off-street parking shall not be located between the principal structure on a residential lot and a street right-of-way, except within residential driveways and parking lots designated on any approved site plan. No private parking shall occur on street terraces, driveways, or any other areas located within a public right-of-way, except by conditional use permit. See also Section 94.12.07(9) and Figures 5.01(2) and 5.02(2).</p>	(12) N/A
<p><b>(13) Minimum Permitted Throat Length.</b> All uses requiring site plan approval shall have a minimum permitted throat length of access drives serving parking lots of 20 feet from the nearest street right-of-way, except as modified by the site plan approval authority based on unique site conditions or suitable assurance that traffic will not back up into public rights-of-way.</p>	(13) N/A
<p><b>(14) Bicycle Parking.</b> A number of off-street bicycle parking spaces shall be provided equal to five percent of the automobile parking space requirement, with no fewer than two bicycle parking spaces provided for all uses requiring 20 or more vehicular parking spaces. Each "Inverted-U" or similar type rack counts as two bicycle parking spaces. All bicycle parking shall be on a hard-surfaced area in a location accessible to building entrances.</p>	(14) No bicycle parking provided or shown.
<b>94.12.10: Off-Street Loading Standards</b>	
<p><b>(2) Applicability.</b> Any new building that has a gross floor area of 10,000 square feet or more and that requires regular deliveries, or makes regular shipments from semi-trucks and trailers, shall provide off-street loading facilities in accordance with the regulations of this Section, except for agricultural uses.</p>	(2) Existing building. Will there be a need for large semi deliveries? If so, please provide location of loading/unloading areas.
<p><b>(3) Location.</b></p> <p>(a) All loading berths shall be at least 25 feet from the intersection of two street right-of-way lines.</p> <p>(b) In commercial and institutional zoning districts, loading berths shall not be located along any front façade or street side façade of any building. In all other districts, loading berths shall not be located within any minimum required front yard or street side yard.</p> <p>(c) All loading and vehicle maneuvering areas shall be located on the private lot and shall not be located within, or so as to interfere with, any public right-of-way or minimum required hard and gravel surface setback in Figures 5.01(2) and 5.02(2).</p>	(a) Need will depend on answer to 94.12.10(2)
	(b) Need will depend on answer to 94.12.10(2)
	(c) Need will depend on answer to 94.12.10(2)

<p>(4) <b>Size of Loading Area.</b> The first required loading berth shall be designed in accordance with Figure 12.10. All remaining required loading berths shall be a minimum of 50 feet in length and 10 feet in width. All required loading berths shall have a minimum vertical clearance of 14 feet.</p>	<p>(4) Need will depend on answer to 94.12.10(2)</p>
<p>(5) <b>Access to Loading Area.</b> Each loading area shall be located so as to facilitate access to a public street or alley, shall not interfere with other vehicular or pedestrian traffic, and shall not interfere with the function of parking areas. Loading areas shall not rely on backing movements into public rights-of-way, except where building or site conditions established before March 18, 2015 require such movements.</p>	<p>(5) Need will depend on answer to 94.12.10(2)</p>
<p>(6) <b>Surfacing and Marking.</b> All required loading areas shall be hard surfaced as defined in Section 94.17.04. Said surface shall be marked in a manner that clearly indicates required loading areas.</p>	<p>(6) Need will depend on answer to 94.12.10(2)</p>
<p>(9) <b>Calculation of Required Loading Spaces.</b>  (a) Indoor Institutional and Recreational Land Uses. One loading berth shall be required for each building with a gross floor area of 10,000 to 29,999 square feet. For such uses located in buildings having a gross floor area of 30,000 square feet or greater, two loading berths shall be required.  (b) Commercial (except Offices), Storage/Disposal, Transportation, and Industrial Land Uses. One loading berth shall be required for each building having a gross floor area of 10,000 to 29,999 square feet. For such uses located in buildings having a gross floor area of 30,000 square feet or greater, an additional loading berth shall be required for any portion of each 50,000 square feet of gross floor area in addition to the original 29,999 square feet.  (c) Office Land Uses. One loading berth shall be required for each building having a gross floor area of 10,000 to 99,999 square feet. For such uses located in buildings having a gross floor area of 100,000 square feet or greater, an additional loading berth shall be required for any portion of each 100,000 square feet of gross floor area in addition to the original 99,999 square feet.</p>	<p>(9) Need will depend on answer to 94.12.10(2)</p>
<b>Section 94.12.11: Exterior Lighting Standards</b>	
<p>(2) <b>Applicability.</b> The requirements of this Section apply to all exterior lighting and all interior light visible from the exterior on private property within the jurisdiction of this Chapter, except for lighting within public rights-of-way; on communications towers or airports, heliports, helipads, or other similar facilities where required to meet federal and state safety regulations; and as excepted in subsection (10).</p>	<p>(2)Unknown – no lighting plan provided. Please provide plan or provide a written statement that no lighting will be added.</p>
<p>(4) <b>Orientation of Fixture.</b> In no instance shall an exterior lighting fixture be oriented so that the lighting element (or a clear shield) is visible from a residentially zoned property or allowed to direct light skyward. Shielded luminaries and careful fixture placement shall be used to ensure that exterior lighting prevents direct lighting above a horizontal plane, except that architectural lighting that focuses all light below the roof line may exceed the horizontal plane. Search lights are prohibited except for any search light deemed necessary by the FAA.</p>	<p>(4) Need will depend on answer to 94.12.11(2)</p>
<p>(5) <b>Intensity of Illumination.</b> The amount of illumination attributable to exterior lighting, as measured at the property line, shall not exceed 1.0 footcandle above ambient lighting conditions on a cloudless night. The maximum average lighting</p>	<p>(5) Need will depend on answer to 94.12.11(2)</p>

within any lit area shall not exceed 5.0 footcandles, except where the Zoning Administrator determines that greater illumination is necessary for public safety.	
(6) <b>Fixture Heights.</b> The maximum height from the base of the pole or its support to the fixture shall be 20 feet in residential, rural, and open space zoning districts, and 35 feet in all other districts.	(6) Need will depend on answer to 94.12.11(2)
(7) <b>Location.</b> Light fixtures shall not be located within any required bufferyard under this Chapter, or closer than three feet from a property line.	(7) Need will depend on answer to 94.12.11(2)
(8) <b>Flashing, Flickering and other Distracting Lighting.</b> Flashing, flickering, moving (such as search spot or search lights), and/or other lighting that may distract motorists is prohibited.	(8) Need will depend on answer to 94.12.11(2)
(9) <b>Qualitative Requirements.</b> Design and color of light fixtures and poles shall be compatible with building design and color on the same lot. Street intersections, driveway intersections, and pedestrian access routes shall be illuminated with lights of appropriate scale to the function, without providing an obviously uneven illumination pattern across the site.	(9) Need will depend on answer to 94.12.11(2)
(10) <b>Exceptions.</b> The appropriate site plan approval authority may grant exceptions to the requirements of this Section in the following circumstances: (a) Outdoor recreation use and assembly areas such as athletic fields. (b) Gas station pump islands and other uses in which motor vehicles and pedestrians routinely operate in close proximity with one another. Use of recessed canopy lighting to minimize off-site impacts may be required. (c) Lighting for special events, per an approved special event permit under Chapter 67 of the Municipal Code.	(10) Need will depend on answer to 94.12.11(2)
(11) <b>Nonconforming Lighting.</b> All lighting fixtures existing prior to the effective date of this Chapter shall be considered legal conforming structures and may be continued (see Article 15). However, as part of a site plan approval for a new, expanded, or remodeled project or use on the same site, the site plan approval authority may require that such lighting be reoriented to achieve greater or full compliance with this Section.	(11) Need will depend on answer to 94.12.11(2)
<b>Section 94.12.12: Vibration Standards</b>	
(3) <b>Depiction on Required Site Plan.</b> Any activity or equipment that creates detectable vibrations outside the confines of a building shall be depicted as to its location on the site plan, if required for the development of a property.	Based on approved Zone-7-15-6091 Permit and operational plan it does not appear that this will be an issue.
(6) <b>Standards in GI Districts.</b> $D = K/f$ <u>On or beyond adjacent lot line:</u> 1. Continuous (0.0015): 2. Impulsive (0.030): 3. Less than 8 pulses per 24 hours (0.075): <u>On or beyond any residence district boundary line:</u> 4. Continuous (0.003): 5. Impulsive (0.006): 6. Less than 8 pulses per 24 hours (0.015):	1.
	2.
	3.
	4.
	5.
	6.
(7) <b>Standards in other districts.</b> $D = K/f$ <u>On or beyond adjacent lot line:</u> 1. Continuous (0.003): 2. Impulsive (0.006): 3. Less than 8 pulses per 24 hours (0.015):	1.
	2.
	3.
<b>Section 94.12.13: Noise Standards</b>	

<p><b>Increase in noise over ambient level:</b>  MF or MH districts shall not exceed +3 dBA  INT, B-1, B-2, B-3 and BP districts shall not exceed +5 dBA  <b>GI, LI districts shall not exceed +8 dBA</b>  If noise is not constant or is only present during daytime hours:  Daytime operation only: +5 dBA  Less than 20% of any 1 hour period: +5 dBA*  Less than 5% of any 1 hour period: +10 dBA*  Less than 1% of any 1 hour period: +15 dBA*  Noise of impulsive character: -5 dBA  Noise of periodic character: -5 dBA  *Only one may be applied</p>	<p>Based on approved Zone-7-15-6091 Permit and operational plan it does not appear that this will be an issue.</p>
<b>Section 94.12.14: Air Pollution Standards</b>	
<p>(2) The emission, from all sources within any lot, of particulate matter containing a section diameter larger than 44 microns is prohibited.</p>	<p>(2) Based on approved Zone-7-15-6091 Permit and operational plan it does not appear that this will be an issue.</p>
<p>(3) Emission of smoke or particulate matter of density equal to or greater than Number 2 on the Ringelmann Chart (US Bureau of Mines) is prohibited at all times.</p>	<p>(3)</p>
<p>(4) Dust and other types of air pollution borne by the wind from such sources as storage areas, yards, and roads within the boundaries of any lot shall be kept to a minimum by appropriate landscaping, surfacing, watering, or other acceptable means. This standard shall not apply to allowable agricultural uses within an agricultural zoning district.</p>	<p>(4)</p>
<p>(5) All uses shall comply with all applicable State and Federal standards.</p>	<p>(5)</p>
<b>Section 94.12.15 Odor Standards</b>	
<p>No land use shall cause any odor that is offensive to a person of reasonable sensibilities detectable at any lot line of any lot in a residential district for periods exceeding a total of 15 minutes of any day.</p>	<p>Based on approved Zone-7-15-6091 Permit and operational plan it does not appear that this will be an issue.</p>
<b>Section 94.12.16 Glare and Heat Standards</b>	
<p>No direct or sky-reflected glare, whether from floodlights or from temperature processes such as combustion or welding or otherwise, so as to be visible at any lot line of a property shall be permitted. Furthermore, there shall be no transmission of heat or heated air so as to be discernible (by a healthy observer such as the Zoning Administrator or a designee) at the lot line. Solar Energy Systems regulated by Wis. Stat. § 66.0401 shall be entitled to the protection of its provisions.</p>	<p>Based on approved Zone-7-15-6091 Permit and operational plan it does not appear that this will be an issue.</p>
<b>Section 94.12.17 Fire and Explosion Standards</b>	
<p>(1) Any use involving materials that could detonate shall locate such materials not less than 400 feet from any residentially zoned property, except that this standard shall not apply to the storage or usage of liquefied petroleum, diesel, or natural gas for normal on-site purposes. All activities and storage of flammable and explosive materials at any point shall be provided with adequate safety and firefighting devices in accordance with all fire prevention codes of the State of Wisconsin.</p>	<p>(1) Based on approved Zone-7-15-6091 Permit and operational plan it does not appear that this will be an issue.</p>
<p>(2) All materials that have capabilities ranging from “active” to “intense” burning shall be manufactured, utilized, processed, and stored only in completely enclosed buildings that have incombustible exterior walls and an automatic fire extinguishing system. The aboveground storage capacity of materials that produce flammable or explosive vapors shall not exceed:  Over 187: Max 40,000 Gallons  105 – 187: Max 20,000 Gallons</p>	<p>(2)</p>

Below 105: Max 10,000 Gallons	
<b>Section 94.12.18 Toxic or Noxious Material Standards</b>	
(1) No use shall discharge across the boundaries of any property, or through percolation into the subsoil, toxic or noxious material in such concentration as to be detrimental to, or endanger, the public health, safety, comfort, or welfare, or cause injury or damage to the property or business.	Based on approved Zone-7-15-6091 Permit and operational plan it does not appear that this will be an issue.
(2) No use shall discharge at any point into any public or private wastewater treatment system or stream, or into the ground, any liquid or solid materials except in accordance with the regulations of the Wisconsin Department of Public Health.	
<b>Section 94.12.19 Waste Material Standards</b>	
(1) No use shall discharge across the boundaries of any property, or through percolation into the subsoil, toxic or noxious material in such concentration as to be detrimental to, or endanger, the public health, safety, comfort, or welfare, or cause injury or damage to the property or business.	Based on approved Zone-7-15-6091 Permit and operational plan it does not appear that this will be an issue.
(2) No use shall discharge at any point into any public or private wastewater treatment system or stream, or into the ground, any liquid or solid materials except in accordance with the regulations of the Wisconsin Department of Natural Resources and Wisconsin Department of Safety and Professional Services.	
<b>Section 94.12.20 Hazardous Materials Standards</b>	
(1) Compliance with Statutes. All hazardous materials shall be regulated in accordance with the relevant Wisconsin Statutes or their successors: (a) Micro-Organism Cultures subject to Wis. Stat § 94.65; (b) Pesticides subject to Wis. Stat. § 94.67(25); (c) Biological Products subject to Wis. Stat. § 95.39; (d) Hazardous Substances subject to Wis. Stat. § 100.37(1)(c); (e) Toxic Substances subject to Wis. Stat. § 101.58(2)(j); (f) Infectious Agents subject to Wis. Stat. § 101.58(2)(f); (g) Any material for which the State of Wisconsin requires notification of a local fire department; or (h) Any other uses, activities, or materials which are subject to County, State, or Federal hazardous, or related, materials regulations.	Based on approved Zone-7-15-6091 Permit and operational plan it does not appear that this will be an issue.
(2) Notification of Use of Hazardous Materials. All land uses involving hazardous materials listed in this Section, except for agricultural uses, shall submit a written description of such materials and the operations involving such materials conducted on their property as part of any required site plan submittal.	
(3) Risk Management and Emergency Response Program. As part of any permit review process under this Chapter, the Village may require such operator to prepare and submit a process safety management, risk management, containment, and emergency response program for approval by the Fire Chief. In the event of any spill or other accident involving toxic, hazardous, or radioactive materials, the responsible party shall immediately notify the Fire Department and HazMat team, and shall follow procedures specified in any approved process safety management, risk management, containment, and emergency response program.	
<b>Section 94.12.21 Electromagnetic Emissions Standards</b>	
No activity shall emit electrical, radioactive or other electromagnetic disturbances outside its premises that are dangerous to plant or animal life as determined by applicable federal or state regulation or which adversely affect the use of	Based on approved Zone-7-15-6091 Permit and operational plan it does not appear that this will be an issue.

neighboring premises such as by interfering with the use or enjoyment of common household and business equipment such as radio, television, telephone, computer or facsimile operations, except where such activity is exempt or the standard is modified under state or federal law.	
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ACCESS DESIGN STANDARDS: Section 71.5.01	PROPOSED
Width at Property Line: 24 – 40 feet	Unknown width of existing driveway. It is not being updated/changed so it is N/A. New driveway will be 24 feet wide and meets code.
Width at Street: Based on vehicle used to access.	15'
(2) Grade. The maximum acceptable grade shall not exceed 10%. Under certain circumstances, which must be defined and presented to the Village Board by the Director of Public Works or Zoning Administrator prior to the meeting/hearing on the proposal, the Village may require that the access point grade shall not exceed 6%.	
(3) Clearance. All driveways shall provide a driveway corridor at least 12 feet wide with no tree branches or brush extending into the driveway corridor to a height of 15 feet.	
(4) Bridges. All driveways that utilize bridges shall construct all bridges to support a gross vehicle weight of 50,000 pounds with a minimum twelve-foot wide clear travel surface.	N/A
(5) Driveway approach construction standards. (a) Standards for gravel. Require a minimum six inches of three-quarter-inch crushed aggregate base course. (b) Standards for asphalt. Minimum of two-and-one-half-inch compacted depth of surface mix over six-inch compacted three-quarter-inch crushed aggregate base course; no pea gravel allowed. (c) Standards for concrete. 1. Forms in the approach are to be a minimum of six inches in depth. 2. Concrete to be a minimum six-bag mix. 3. Expansion joints six inches by 1/2 inch required between curb and driveway approach, or as directed. 4. Concrete approaches are required where there is existing curb and gutter and sidewalk or where sidewalk is proposed in the future. 5. Driveway approaches require a minimum concrete thickness of six inches and four-inch compacted three-quarter-inch crushed aggregate base course (no pea gravel allowed). 6. In the absence of curb and gutter, concrete approaches are prohibited.	Ok. concrete
(6) Brick pavers and decorative concrete in driveway approach. (a) If the driveway constructed in the public right-of-way is of brick paver/decorative concrete/embossed or colored asphalt it will be the owner's sole responsibility to maintain, repair, and replace if necessary, due to any damage by the Village or other public agencies, or due to normal wear.	N/A
(7) Alignment. All driveways shall be constructed within 10° of perpendicular to the accessed street center line for the first 20 feet of the access. (a) Where possible, driveways should align on opposite sides of the street. (b) A variance is required for unique or site-specific limitations that may exist which restrict the applicant from	

<p>complying with these dimensional requirements. A variance may not be granted for any driveway that intersects the street at less than 60° under any circumstances.</p>	
<p>(8) Vision triangle. No visual obstruction shall be located within a vision triangle, or the space formed by two existing or proposed right-of-way lines and/or a right-of-way to a private driveway. No structure or sign may be placed in the clear area of a vision triangle. The clear area extends from 18 inches to 10 feet above from the average height of the right-of-way elevation of the adjoining streets and/or an existing or proposed access/driveway. These constraints are depicted by Figure 71.5.01A.</p>	
<p>(9) Sight distance. Permits shall not be issued for access that allows any turning movement where the sight distance is not sufficient to provide for the safe and efficient traffic flow entering or exiting a street, or encountering the access while upon the street.</p>	
<p>(10) Corner clearance.</p> <p>(a) Functional area. The intersection of two streets contains a functional area beyond the physical intersection that contains decision and maneuvering distance. To reduce conflict and promote safety, driveways must be located outside of this functional intersection area. Locate all driveways and access points as far as practical from the intersection of two intersecting rights-of-way. Driveway access is restricted in turning lanes, which are also located in the functional area of an intersection.</p> <p>Signalized, Local: 75'  Signalized, Collector: 150'  Signalized, Arterial: 200'  Non-signalized, Local: 90'  Non-signalized, Collector: 200'  Non-signalized, Arterial: 300'</p> <p>(b) Sight distance. Intersection sight distance, as determined by the Director of Public Works, using the vision triangle shall be required in conjunction with intersection setbacks to ensure safety and functionality on streets. The intersection sight distance figures are defined for both uncontrolled intersections along with those where vehicles approach the intersection from a stop or yield.</p>	<p>(a)</p> <p>(b)</p>
<p>(11) Common driveways. Common driveways are an effective way to control the number of access points on to collector and arterial streets. When a common driveway is utilized the following apply:</p> <p>(a) A common driveway easement of at least 30 feet in width shall be located on the common boundary between the two lots.</p> <p>(b) If located off a paved street in the AR, or Rural Residential Zoning districts and not required to be completely paved, the owner must meet the requirements for surfacing defined in Sec. 94.12.09(6)(a) of the Zoning Ordinance.</p>	

<p><b>POST-CONSTRUCTION STORM WATER MANAGEMENT: PROPOSED</b>  <b>Chapter 86, Article V, Division 2</b></p>	
<p>304 This ordinance applies to any post construction site that has one or more acres of land disturbed during construction activity</p>	<p>Report needs to state the area of land being disturbed.</p>

307(3)(a) BMPs shall be designed, installed and maintained to control total suspended solids carried in runoff from the post-construction site as follows: New Development → 80% TSS Reduction In-fill development → 80% TSS Reduction Redevelopment → 40% TSS Reduction of load from parking areas and roads.	Currently at 74.9% TSS, have noted some ideas on plan sheets to send back to MTS for review. Include WinSLAMM Input and Outputs. Ok- This was provided on 8/31/15 and approved by Wodalski
307(3)(b) By design, BMPs shall be employed to maintain or reduce the 1-year, 2-year, 10-year and 100-year 24-hour, post construction peak runoff discharge rates to pre-development rates for the respective storms, or to the maximum extent practicable.	References the regional system for peak flow.
307(3)(c) BMPs shall be designed, installed and maintained to infiltrate runoff in accordance with 86.307(3)(c) or to the maximum extent practicable.	60% is achieved
307(3)(d) Protective areas shall be included on site plans (see this section of the ordinance for the respective distances for protective areas)	N/A
307(3)(e) Fueling and vehicle maintenance areas shall have BMPs designed, installed and maintained to reduce petroleum runoff so that the runoff that enters waters of the state contains no visible petroleum sheen, or to the maximum extent practicable.	N/A
309 Storm water management plans shall contain at a minimum the information listed: contact information for the landowner, developer and engineer, proper legal description, pre-development conditions, hydrology and pollutant loading computations, post-development site conditions, site maps, explanations of any restrictions on storm water management measures imposed by wellhead protection plans and ordinances, installation schedule for storm water maintenance practices, maintenance plan, cost estimate.	OK
310 The maintenance agreement for storm water management practices shall be an agreement between the Village of Weston and the responsible party to provide for maintenance of storm water practices beyond the duration period of the permit. Maintenance agreements shall be filed with the County Register of Deeds as a property deed restriction that is binding upon all subsequent owners served by the storm water management practices.	Maintenance Agreement is included in the SWMP. Will need to be signed and filed with Register of Deeds.

<b>CONSTRUCTION SITE EROSION: Chapter 86, Article V, Division 3</b>	<b>PROPOSED</b>
404 Erosion Control Plan is required for all developments. Only exemption is for sites under 5 acres in which work is considered to be routine maintenance.	OK
407 For sites under 1 acre, erosion and sediment control practices shall be used to prevent or reduce all of the following: material being tracked onto streets, discharge of sediment into storm water facilities, discharge of sediment into adjacent waters of the state, discharge of sediment eroding from soil stockpiles existing for more than 7 days, and any other transportation of sediment off of the site.	N/A
408(2) For sites of one acre or more: a written plan shall be developed in accordance with 86.410 and implemented for each construction site.	State area being disturbed Ok as of 8/31 this has been provided and approved by Wodalski
408(3) Erosion and Other Pollutant Control Requirements. Items a) and b) need to be called out in the written report.	OK

410 Erosion and Sediment Control Plan: The plan shall include calculations showing compliance with the requirements of the plan. Site maps and soil descriptions need to be included. A description of appropriate controls and measures that will be performed at the site need to be included.

Soil Loss Calculation is not currently included. Requirement of NR 151.11, a reduction of 80% sediment load carried in runoff, on an average annual basis, as compared with no sediment or erosion controls, until the construction site has undergone final stabilization.

Ok as of 8/31 this has been provided and approved by Wodalski

**Commercial Site Plan**

Application

Village of Weston/ETZ

Date: 08/20/2015

Site Plan No. : CSIT-8-15-1536

Payment: Cash Check No. 10538

**FULL COMPLETION OF THIS FORM IS REQUIRED FOR PROCESSING**



5500 Schofield Ave  
Weston, WI 54476

**SITE PLAN PROJECTS AND FEES**

<input type="checkbox"/>	Accessory Structure Plan Review	\$ <u>100.00</u>
<input type="checkbox"/>	Landscape Plan Review	\$ <u>100.00</u>
<input type="checkbox"/>	Architectural Review	\$ <u>100.00</u>
<input checked="" type="checkbox"/>	Parking Lot Plan or Drainage Review	\$ <u>300.00</u> ✓
<input type="checkbox"/>	Building Addition Plan Review (under 50% of the existing building)	\$ <u>300.00</u>
<input type="checkbox"/>	New Construction-Staff Review	\$ <u>500.00</u>
<input type="checkbox"/>	New Construction-Plan Commission Review	\$ <u>600.00</u>
<input type="checkbox"/>	New Construction: Large Retail/Commercial Services Development-Plan Commission Review (with CUP Application Fee)	\$ <u>750.00+\$10.00/Acre over 10 Acres =</u>
<input type="checkbox"/>	New Construction: Large Retail/Commercial Services Development (over 75,000 ft <sup>2</sup> )-Plan Commission Review (with CUP Application Fee)	\$ <u>900.00+\$10.00/Acre over 10 Acres =</u>

**\*Staff also reserves the right to forward site plan applications for Plan Commission review, which is an additional \$100.00 fee. All special exceptions from the Zoning Code require Plan Commission review and approval, which is an additional \$100.00 fee.**

**EXPLANATION OF THE SITE PLAN APPROVAL PROCESS**

The Site Plan approval processes is a requirement throughout the Village of Weston and its Extraterritorial Zoning (ETZ) within the Town of Weston for all non-residential construction projects. **Prior to submitting this site plan application a zoning permit must be filed with and approved by staff.** The site plan process is designed so that all proposed projects are reviewed to ensure that the requirements listed therein are upheld to the standards in which they are written and interpreted by the Zoning Administrator, as granted by this Chapter.

Staff shall be the approval authority for all site plans, except for the following circumstances:

- 1) The applicant has indicated on this application form a desire for Plan Commission action instead of Zoning Administrator action (**\$600.00 Fee**);
- 2) The application is filed concurrently with a rezoning or conditional use permit application, or both of the same site (**\$100.00 Discount from all fees**);
- 3) The site plan is a large Retail/Commercial Service Development as described in 94.10.04 (**\$750.00+\$10.00/Acre over 10 Acres for developments between 25,000 and 75,000 ft<sup>2</sup> or \$900.00+\$10.00/Acre over 10 Acres for developments over 75,000 ft<sup>2</sup>**);
- 4) The site plan proposes public improvements other than driveway connections to public streets, sanitary sewer and/or water lateral connections to existing mains, or if the opinion of the Zoning Administrator requires such improvements;
- 5) The Zoning Administrator is unable to determine whether one or more of the standards for approval within subsection (6) will be met;
- 6) Review under subsection (5) reveals differences that cannot be resolved by the Zoning Administrator, following consultation with the Village Administrator;
- 7) A written agreement between the Village and Applicant requires Plan Commission of the site plan;
- 8) For projects in the ETZ area, the Town Board has adopted a resolution requiring Extraterritorial Zoning Committee to determine all site plan applications instead of the Zoning Administrator.

Staff also reserves the right to forward site plan applications for Plan Commission review, which is an additional \$100.00 fee. Fees for any other proposed site plans that are not listed above shall be determined by the Zoning Administrator based on the complexity of the proposal and how it compares to the site plan projects and fees listed above. Completed site plan with then be reviewed by staff.

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**APPLICANT INFORMATION**

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**Applicant Name:** Joseph C. Yelle  Agent\*  Property Owner  
**Mailing Address:** 7102 Zinser Street **Phone:** (715) 359-8338  
Weston, WI 54476 **Email:** jyell@adc-customproducts.com

\* Agents must have a LETTER OF AUTHORIZATION from all property owners at the time of filing.

**Property Owner:** \_\_\_\_\_ **Contact Name:** \_\_\_\_\_  
**Mailing Address:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
\_\_\_\_\_ **Email:** \_\_\_\_\_

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**PROJECT SITE SPECIFICATIONS**

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**Project Address:** 7102 Zinser Street **Lot Size(ft<sup>2</sup>):** 182,429  
(or PIN if no address) **Acres:** 4.19  
**Property Zone:** GI - General Industrial **Proposed Rezone\*:** GI - General Industrial  
**Current Future Land Use Designation:** Business/Office Park **Proposed Future Land Use Designation\*:** Business/Office Park  
**Legal Description:** 7102 Zinser Street

\*A separate application is required for all Rezoning and Comprehensive Plan Map Amendments.

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**APPLICATION COMPLETENESS**

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The applicant shall submit a site plan application to the Planning and Development Department. The site plan application shall not be placed on an agenda as an action item unless the application is approved and certified as complete by the Zoning Administrator. The review of a site plan application for completeness shall occur within ten working days of application submittal, or else the application shall be considered complete. The Zoning Administrator shall notify the applicant of the date and time of the applicable Plan Commission or Extraterritorial Zoning Committee meeting, if Commission or Committee review is required. Applications must be complete at least 10 days in advance of a Commission or Committee meeting to be scheduled for action at such meeting (as opposed to the subsequent meeting), except under exceptional circumstances as determined by the Zoning Administrator. **Failing to attach ALL OF THE REQUIRED COMPONENTS, when applicable, will result in the status of this application as incomplete. Incomplete applications will not be reviewed and shall be discarded after 30-days of the application status being incomplete. Any fees collected in association with this permit shall not be refunded.**

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**CONTRACTORS' INFORMATION**

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Construction of all projects obtaining site plan approval shall be overseen by a professional construction manager or project manager, whose name and contact information shall be provided by the project owner to the Zoning Administrator in the space provided below.

**Project Managing Firm:** ADC Custom Products **Contact Name:** Joseph Yelle  
**Address:** 7102 Zinser Street **Phone:** 715-359-8338  
Weston, WI 54476 **Email:** jyelle@adc-customproducts.com

**General Contracting Firm:** \_\_\_\_\_ **Contact Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
\_\_\_\_\_ **Email:** \_\_\_\_\_

Engineer: Nicholas Bancuk  
Address: 404 Franklin Street  
Wausau, WI 54403

License: E-37418  
Phone: 715-843-7292  
Email: nick@mtslc.net

**Licensed Architect Required.** All proposed new construction and building additions shall require building elevations stamped by an architect licensed in the State of Wisconsin, unless otherwise approved by the Plan Commission. All such elevations shall demonstrate compliance with Section 94.10.03 by showing the calculated percentages of all proposed exterior materials.

Architect: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

License: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**Required Landscape Plan and Preparer Qualifications.** All proposed landscape plantings to be located on the subject property shall be depicted on a landscape plan as to their location, type, and size at time of planting and maturity. All landscape plans required under this Article shall be prepared by a licensed landscape architect, certified landscape designer, or another professional or individual skilled in landscape design as determined by the Zoning Administrator.

**Landscape Contractor:** \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

License: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

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### SITE PLAN REQUIREMENTS

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The applicant shall provide the Zoning Administrator with the complete application certified by the Zoning Administrator, including an easily reproducible electronic copy plus hard copies in a quantity directed by the Zoning Administrator. Except as otherwise allowed below or with the express approval of the Zoning Administrator, the application shall include the following information within the site plan or in supporting documentation to be considered complete:

- The date of the original plan and the latest date of revision to the plan.
- A north arrow and a graphic scale.
- A legal description or plat of survey of the subject property.
- All property lines and existing and proposed right-of-way lines with bearings and dimensions clearly labeled.
- Delineations and labels of floodplains, shoreland-wetlands, shoreland areas, steep slopes, and other natural resource areas.
- All existing and proposed easement lines and dimensions with a key provided and explained on the margins of the plan as to ownership and purpose.
- All required building setback lines applicable to the zoning district(s), including setbacks from natural resource areas.
- A grading plan at the same scale as the main site plan; showing existing and proposed grades; finish floor elevations of all existing and proposed buildings; elevations of adjacent curbs, property lines, and street center lines; and retention walls and related devices.
- An erosion control plan, meeting applicable state and local requirements.
- The location of existing and proposed stormwater management and structures, along with any technical data required by the Director of Public Works or designee to determine the adequacy of the proposed facilities.
- Proposed land use or uses, with projected number of employees, residents, and maximum customer capacity (Should have been provided with the Zoning Permit Application)
- All existing and proposed buildings, structures, and hard surfaced and graveled areas, including building entrances, walks, drives, decks, patios, fences, utility poles, drainage facilities, and walls, labeling actual and proposed setbacks from all lot lines as well as the areas of all the impervious surfaces.
- The location and dimension of all access points onto public streets.
- The location and dimension of all on-site parking (and, if applicable, off-site parking), including a summary of the number of parking stalls provided versus required by Chapter 94.

- The location and dimension of all loading and service areas on the subject property and labels indicating the dimension of such areas.
  - The location of all outdoor storage areas including dumpsters and the design and materials for all screening fences, including pre-approval from the contracted hauler on proposed design and location.
  - The location of all outdoor areas for daily, seasonal, or longer-term sales, display, and/or collection of merchandise, including but not limited to donation drop-off boxes and vending machines.
  - The location, type, height, fixture design, and cut-off angle of all exterior lighting, including a detailed photometric plan showing the distribution of light output across the property to the property lines.
  - A detailed landscaping plan for the subject property at the same scale as the main plan showing the location, type, and size of all proposed landscaping. All landscape plans shall be prepared by a licensed landscape architect, certified landscape designer, or another professional or individual skilled in landscape design as determined by the Zoning Administrator.
  - Elevation drawings, drawn to a recognized architectural scale, of proposed buildings or proposed remodeling of existing buildings to include exterior or roof mechanical equipment and lighting, and showing finished exterior treatment, with adequate labels provided to clearly depict exterior materials, texture, color, and overall appearance.
  - The location, type, height, size and lighting of all existing signage on the subject property, and for proposed signage to the extent practical at the time. Multitenant retail centers and group developments shall provide a sign plan for the project that:
    - Meets the submittal requirements of Section 94.13.02(2).
    - Includes proposed signable areas on building facades.
    - Includes a group development sign with space for individual business identification if desired.
- In the site plan map legend, the following additional data for the subject property:
- Proposed zoning (or existing zoning if no change)
  - Lot area
  - Total number and type of residential dwelling units (if applicable)
  - Total gross floor area of building and outdoor storage space
  - Landscape surface area, and percentage of site to be covered in green space
  - Building heights
  - Plans and methods for fire control and suppression, which may include hydrants, sprinklers, alarms, and/or access rooms. Compliance with the Fire Code shall be required.
  - If hazardous materials are to be kept or stored on site, a written description of such materials and the operations involving such materials conducted on their property. The Village may also require a process safety management, risk management, containment, and emergency response program.

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**COMPARISON OF PROPOSED SITE PLAN WITH REQUIRED REVIEW CRITERIA**

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1. Have all standards of the Village zoning ordinance and other applicable Village, Town, State, and Federal regulations been met? Explain how, or why not (May consult with Zoning Administrator or designee).

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2. Explain what measures you have taken so that the project will not endanger public health or safety.

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3. Have adequate public facilities and utilities been provided to serve the site? If not, how will they?

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4. How will stormwater and erosion be adequately managed?

Stormwater is proposed to be contained in grass swales and infiltration basins prior to discharge to the storm sewer.  
Silt fence, tracking pad, and erosion control mat will be utilized to reduce erosion.

5. How will disruptions to existing topography, drainage patterns, and vegetative cover be minimized?

Only those areas to be developed will be disturbed.

6. How will traffic control and parking appropriate to the site and proposed land use be provided?

All parking is proposed to be on-site.

7. What measures will be taken to provide appropriate landscaping and open space areas?

8. How will the building(s) comply with architectural standards in Article 6 of the zoning ordinance?

**IMPERVIOUS SURFACES**

All impervious surfaces must be identified on the property. Impervious surfaces includes the footprint of all existing and proposed structures, driveways, private walkways/sidewalks, patios and any other hard surfaces. All parcels must maintain a Landscape Surface Ratio (LSR). The following must be completely filled out. Failure to fill out this portion of the permit will result in the status of this application as incomplete.

**Hard surface:** A dustless, all-weather surface including concrete, asphalt paving, "black-top," pervious pavement, interlocking pavers, paving stones commercially designed and manufactured for the proposed purpose, any combination of these materials, or other similar material approved by the Zoning Administrator. Does not include gravel, other crushed stone, limestone screenings, clay, or other loose aggregate or organic material.

**Landscaped surface area ratio (LSR):** The percentage of the gross site area or lot area that is preserved as permanently protected landscaped area (green space), including vegetative roofs meeting the definition in this section.

**Existing Impervious Surfaces:**

Building Footprints:	(Principal and Accessory structures)					<u>20,733.00</u>	Ft <sup>2</sup>
Driveways/Parking Lots:	Surface Type:	<input type="checkbox"/> Asphalt	<input type="checkbox"/> Concrete	<input type="checkbox"/> Pavers	<input type="checkbox"/> Gravel	<u>25,952.00</u>	Ft <sup>2</sup>
Walkways/Sidewalks:	Surface Type:	<input type="checkbox"/> Asphalt	<input type="checkbox"/> Concrete	<input type="checkbox"/> Pavers	<input type="checkbox"/> Gravel	_____	Ft <sup>2</sup>
Patio:	Surface Type:	<input type="checkbox"/> Asphalt	<input type="checkbox"/> Concrete	<input type="checkbox"/> Pavers	<input type="checkbox"/> Gravel	_____	Ft <sup>2</sup>
Other Hard Surfaces:	Surface Type:	_____				_____	Ft <sup>2</sup>
<b>EXISTING IMPERVIOUS TOTAL:</b>						<u>46,685.00</u>	Ft <sup>2</sup>

**Proposed Additional Impervious Surfaces:**

Building Footprints: (Principal and Accessory structures)						1,619	Ft <sup>2</sup>
Driveways/Parking Lots: Surface Type:	<input checked="" type="checkbox"/> Asphalt	<input type="checkbox"/> Concrete	<input type="checkbox"/> Pavers	<input type="checkbox"/> Gravel*		19,314	Ft <sup>2</sup>
Walkways/Sidewalks: Surface Type:	<input type="checkbox"/> Asphalt	<input type="checkbox"/> Concrete	<input type="checkbox"/> Pavers	<input type="checkbox"/> Gravel*			Ft <sup>2</sup>
Patio: Surface Type:	<input type="checkbox"/> Asphalt	<input type="checkbox"/> Concrete	<input type="checkbox"/> Pavers	<input type="checkbox"/> Gravel*			Ft <sup>2</sup>
Other Hard Surfaces: Surface Type:	_____						Ft <sup>2</sup>
<b>PROPOSED ADDITIONAL TOTAL:</b>						<u>20.93</u>	Ft <sup>2</sup>
<b>EXISTING IMPERVIOUS TOTAL:</b>						<u>46,685.00</u>	Ft <sup>2</sup>
<b>NEW IMPERVIOUS SURFACE GRAND TOTAL:</b>						<u>46,705.93</u>	Ft <sup>2</sup>

**Landscape Surface Ratio Calculation:**

NEW GRAND TOTAL: 46,705.93 Divided by LOT SIZE: \_\_\_\_\_ Multiplied by 100 = \_\_\_\_\_ %

**REIMBURSEMENT FOR DEVELOPMENT REVIEW SERVICES**

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

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

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

In the event the Village should chooses to exercises the above stated policy, and as stated in the Zoning Code, the applicant shall be notified and consulted with prior to Staff expending additional time that is not already built into the review process fee and/or the hiring of a professional consultant for the review, processing and investigation of this application. The intent of the Zoning Administrator is to exercise this power in extreme and unusual circumstances or in the absence of the Zoning Administrator.

**STATEMENT OF UNDERSTANDING AND SIGNATURES**

By signing and dating below, I acknowledge that I have reviewed and understand the Village of Weston zoning ordinance and its standards of approval related to this application; read, understand, and accept my responsibilities under the reimbursement section above; submitted an application that is true, correct, and complete to the best of my knowledge; acknowledge that Village officials and/or employees may, in the performance of their functions, enter upon the subject property to inspect or gather information necessary to process this application; understand that all meeting dates are tentative and may be postponed by the Village for the reason of incomplete submittals or other administrative reasons; if this application is approved, agree to abide by this application, approved plans, and required conditions associated with plan approval in the development of the subject property; and understand that the Village's zoning ordinance and/or the conditions of development approval may specify timeframes within which I must take certain actions related to the development of the subject property, or risk having the approval being nullified. **Failing to attach all the required components will deem the status of this application as incomplete. Incomplete applications will not be reviewed and shall be discarded within 30-days if the application status remains incomplete. Any fees collected will not be refunded.**

Signature of Applicant

Date

Property Owner     Project Owner     Project Manager

STAFF TIME TABLE CHECKLIST

Pre-application conference with Planning and Development Department Staff. (optional)  
Date: 7/16/15 Participants: P. D. Stall / J. Yelle

Application and required plans filed with the Village.  
Date: 8/20/15 Received by: VP

Application fee received by Village.  
Date: 8/31/15 Received by: QAH

Application and submitted plans verified as being complete.  
Date: 8/31/15 Reviewed by: QAH

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

Action Taken:  Granted  Granted with modifications  Denied

Zoning Administrator (or designee) action. Designee: QAH  
Date: 8/31/15 Action Taken:  Granted  Denied

Applicant notified of decision and sent Occupancy Permit Application.  
Date: 8/31/15 Sent by: QAH

Attached in Smart Search. N/A  
Date: \_\_\_\_\_ Attached by: \_\_\_\_\_

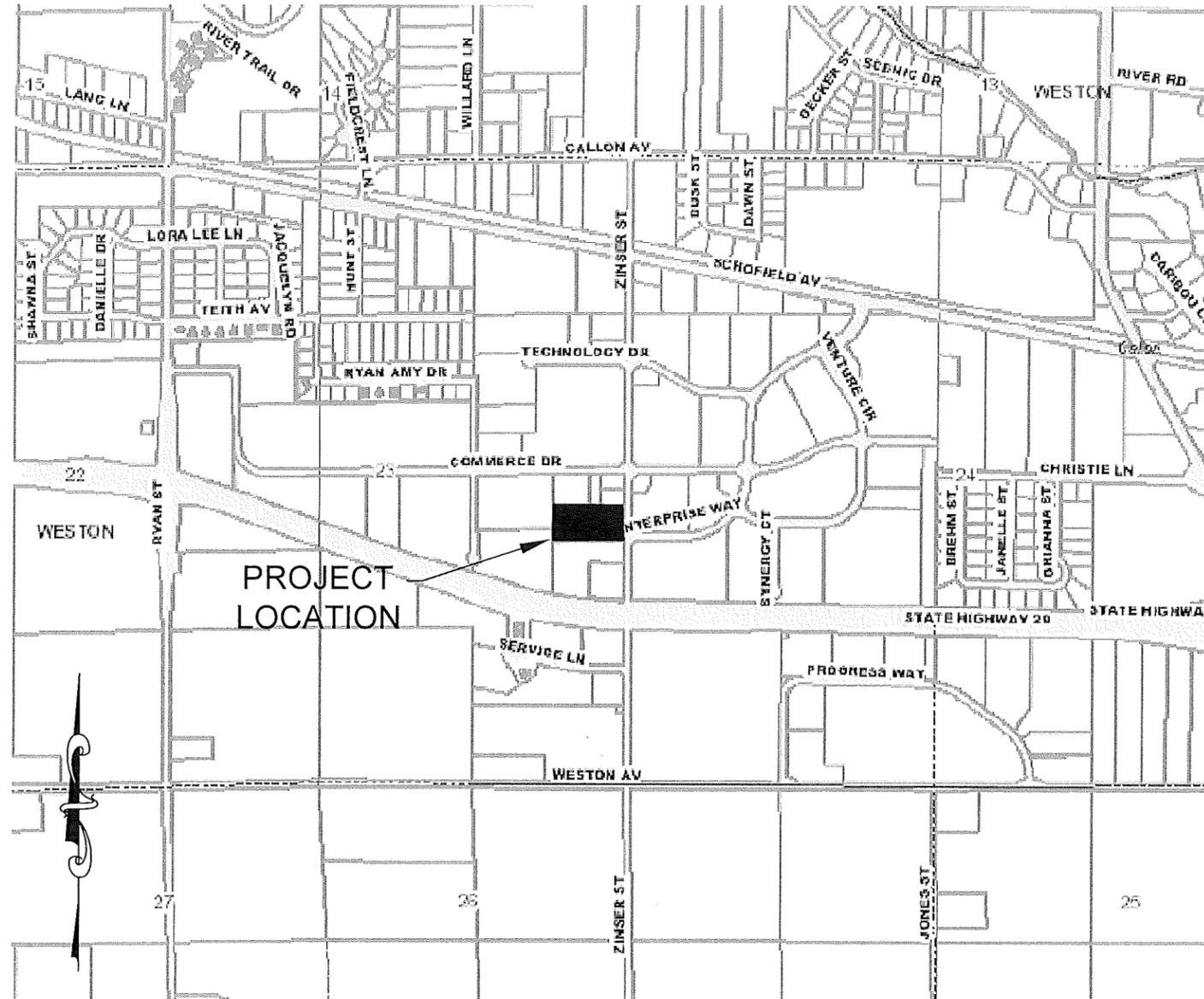
Attached and closed in Beehive. Energov  
Date: 8/31/15 Closed by: QAH

Received 8/31/15

# CIVIL PLANS FOR ADC CUSTOM PRODUCTS

7102 ZINSER STREET  
WESTON, WI 54476  
PART OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 23,  
TOWNSHIP 28 NORTH, RANGE 8 EAST, MARATHON COUNTY, WISCONSIN

- SHEET 2      EXISTING SITE PLAN
- SHEET 3      PROPOSED SITE PLAN
- SHEET 3A     FUTURE SITE PLAN
- SHEET 4      PROPOSED GRADING PLAN
- SHEET 5      EROSION CONTROL PLAN
- SHEET 6      EROSION CONTROL DETAILS
- SHEET 7      BASIN AND CURB DETAILS



LOCATION MAP  
NOT TO SCALE

PROPERTY INFORMATION GI (GENERAL INDUSTRIAL)	
FRONT SETBACK	
BUILDING - 40'	ACTUAL - 76.2' (EXISTING)
HARD SURFACE - 10'	ACTUAL - 14.7' (EXISTING)
REAR SETBACK	
BUILDING - 30'	ACTUAL - 42.9' (EXISTING)
	ACTUAL - 43' (FUTURE)
HARD SURFACE - 5'	ACTUAL - 316' (EXISTING)
	ACTUAL - 149' (PROPOSED)
	ACTUAL - 33' (FUTURE)
INTERIOR SETBACK	
BUILDING - 15'	ACTUAL - 19.9' (EXISTING)
	ACTUAL - 19.9' (FUTURE)
HARD SURFACE - 5'	ACTUAL - 3.0' (EXISTING)
	ACTUAL - 5' (PROPOSED)
	ACTUAL - 5' (FUTURE)
LOT AREA	
MINIMUM - 40,000 SQ. FT.	ACTUAL - 182,429 SQ. FT.
LOT WIDTH	
MINIMUM - 100'	ACTUAL - 301.2'
PUBLIC STREET FRONTAGE	
MINIMUM - 50'	ACTUAL - 301.2'
LANDSCAPE SURFACE RATIO	
MINIMUM - 10%	ACTUAL - 28.5%
FLOOR AREA RATION	
MINIMUM - 1.0	ACTUAL - 37%



MARATHON TECHNICAL SERVICES LLC  
CONSULTING ENGINEERS  
404 FRANKLIN ST - WAUSAU, WI 54403  
PHONE & FAX - (715)843-7292  
WWW.MTSLLC.NET

REVISION DATE  
08/31/2015

SURVEYED: VREELAND  
DESIGNED: MTS  
DRAWN BY: NSB  
APPROVED: MWT

**COVER SHEET**  
ADC - 7102 ZINSER STREET  
VILLAGE OF WESTON, MARATHON CO.

SCALE  
NO SCALE  
SHEET NO.  
1  
OF 7 SHEETS











Received 8/31/15

**GENERAL NOTES:**

DETAIL OF CONSTRUCTION NOT SHOWN ON THIS DRAWING SHALL CONFORM TO THE PERTINENT REQUIREMENTS OF THE STANDARD SPECIFICATIONS AND APPLICABLE SPECIAL PROVISIONS.

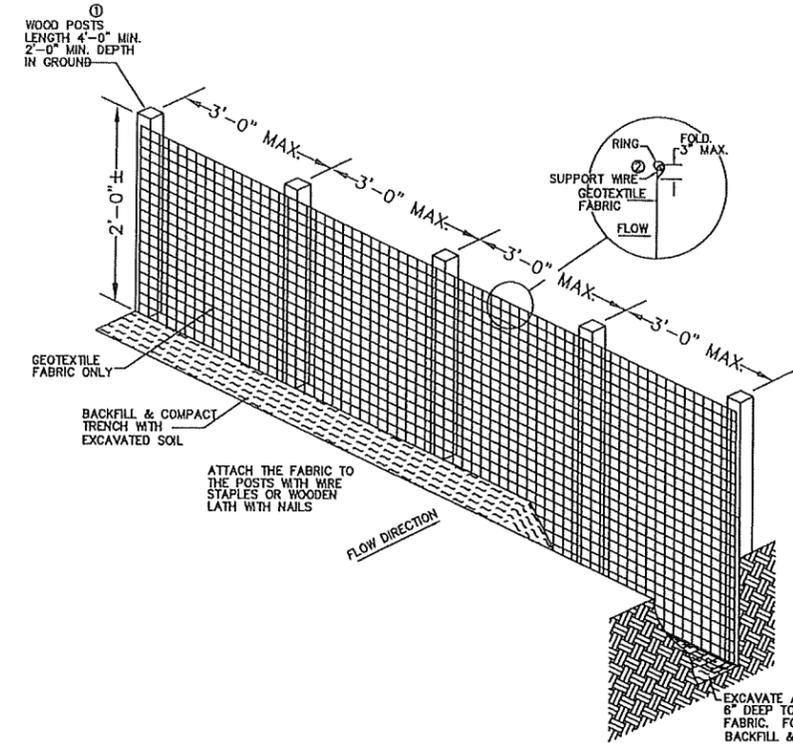
WHEN POSSIBLE THE SILT FENCE SHOULD BE CONSTRUCTED IN AN ARC OR HORSESHOE SHAPE, WITH THE ENDS POINTING UPSLOPE TO MAXIMIZE BOTH STRENGTH AND EFFECTIVENESS.

ADDITIONAL POST DEPTH OR TIE BACKS MAY BE REQUIRED IN UNSTABLE SOIL CONDITIONS.

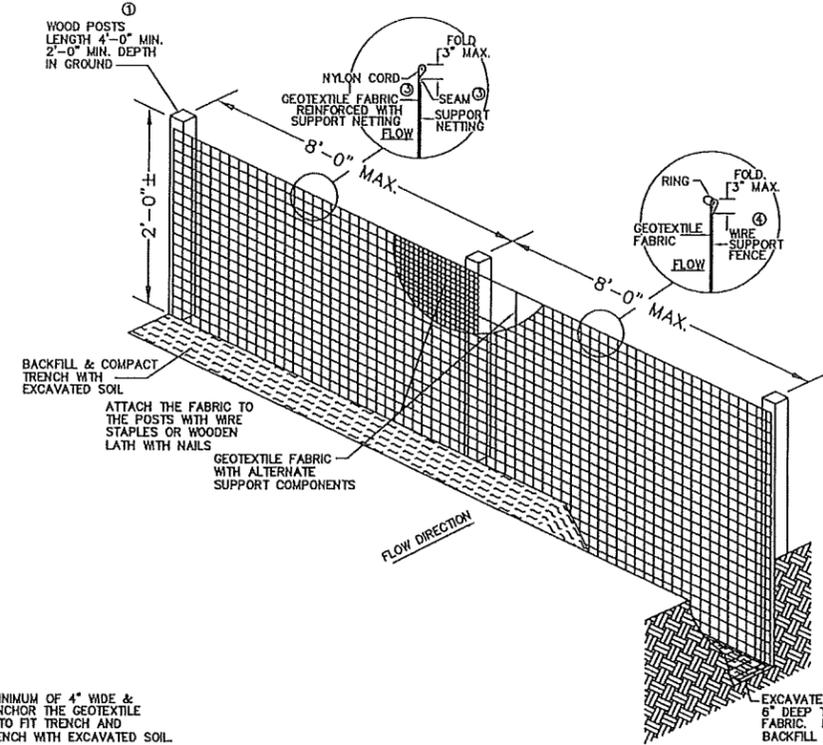
ALTERNATES "A" & "B" ARE EQUAL AND EITHER MAY BE USED.

ATTACH THE FABRIC TO THE POSTS WITH WIRE STAPLES OR WOODEN LATH AND NAILS.

- ① STEEL POSTS SHALL BE A STUDDED "TEE" OR "U" TYPE WITH A MINIMUM WEIGHT OF 1.28 LBS/LINEAL FOOT (WITHOUT ANCHOR). FIN ANCHORS SUFFICIENT TO RESIST POST MOVEMENT ARE REQUIRED. WOOD POSTS SHALL BE A MINIMUM SIZE OF 4" DIA. OR 1 1/2" X 3 1/2" EXCEPT WOOD POSTS FOR GEOTEXTILE FABRIC REINFORCED WITH NETTING SHALL BE MINIMUM SIZE OF 1 1/8" X 1 1/8" OAK OR HICKORY.
- ② MINIMUM 14 GAGE WIRE REQUIRED, FOLD FABRIC 3" OVER THE WIRE AND STAPLE OR PLACE WIRE RINGS ON 12" C-C.
- ③ GEOTEXTILE FABRIC SHALL BE REINFORCED WITH AN INDUSTRIAL POLYPROPYLENE NETTING WITH A MAXIMUM MESH SPACING OF 3/4" OR EQUAL. A HEAVY DUTY NYLON TOP SUPPORT CORD OR EQUIVALENT IS REQUIRED.
- ④ WIRE SUPPORT FENCE SHALL BE 14 GAGE MINIMUM WOVEN WIRE WITH A MAXIMUM MESH SPACING OF 6". SECURE TOP OF GEOTEXTILE FABRIC TO TOP OF FENCE WITH STAPLES OR WIRE RINGS AT 12" C-C.
- ⑤ LENGTH NOT LESS THAN THE CIRCUMFERENCE OF THE LARGEST TIRE ON THE CONSTRUCTION EQUIPMENT, PLUS 5 FEET.



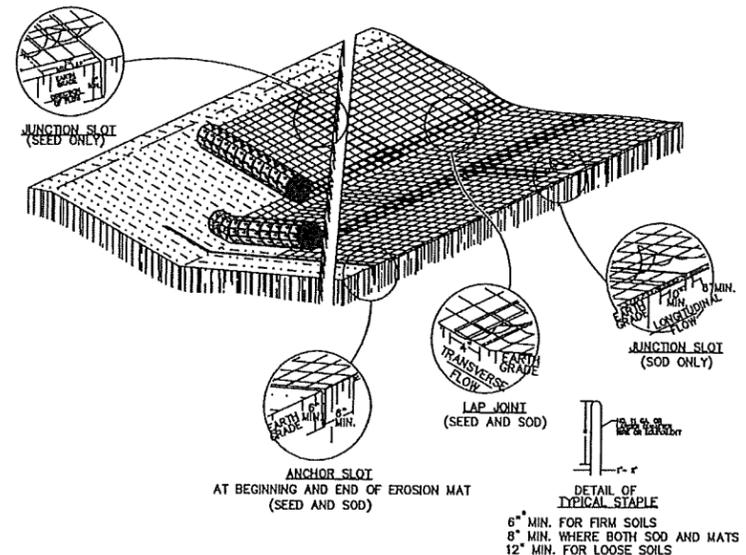
SILT FENCE ALTERNATE "A"



SILT FENCE ALTERNATE "B"

EXCAVATE A TRENCH A MINIMUM OF 4" WIDE & 6" DEEP TO BURY AND ANCHOR THE GEOTEXTILE FABRIC. FOLD MATERIAL TO FIT TRENCH AND BACKFILL & COMPACT TRENCH WITH EXCAVATED SOIL.

EXCAVATE A TRENCH A MINIMUM OF 4" WIDE & 6" DEEP TO BURY AND ANCHOR THE GEOTEXTILE FABRIC. FOLD MATERIAL TO FIT TRENCH AND BACKFILL & COMPACT TRENCH WITH EXCAVATED SOIL.



**SOIL REINFORCEMENT MATTING**

**GENERAL NOTES**

VARIATIONS IN THE DIMENSIONS OR MATERIALS SHOWN HEREON SHALL BE PERMITTED IF THEY PROVIDE EQUIVALENT PROTECTION AND MATERIAL STRENGTH AND IF PRIOR APPROVAL OF THE ENGINEER IS OBTAINED.

LAP JOINTS SHALL NOT BE PLACED IN THE BOTTOM OF V-SHAPED DITCHES.

JUNCTION SLOTS ON ADJACENT STRIPS OF MATTING SHALL BE STAGGERED A MINIMUM OF 4 FEET APART.

EDGES OF THE EROSION MAT SHALL BE IMPRESSED IN THE SOIL.

EROSION MAT SHALL BE MEASURED AND PAID FOR IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS.

EROSION MAT OVER SOD

A. ONLY JUTE FABRIC WILL BE PERMITTED OVER SOD.

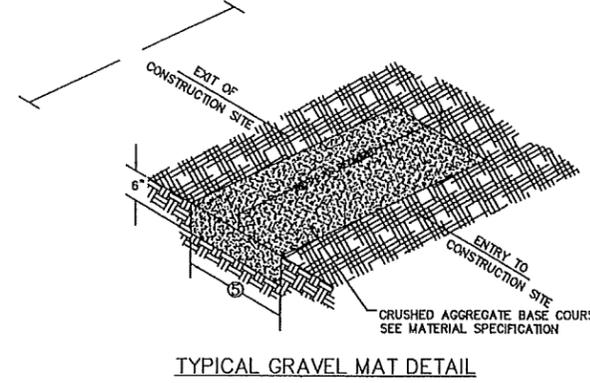
B. WOOD STAKES FOR SOD MAY BE OMITTED BY THE ENGINEER IF THE EXISTING SLOPE AND SOIL CONDITIONS SO WARRANT.

C. THE WIDTH OF THE EROSION MAT SHALL ALWAYS EQUAL THE SOD WIDTH.

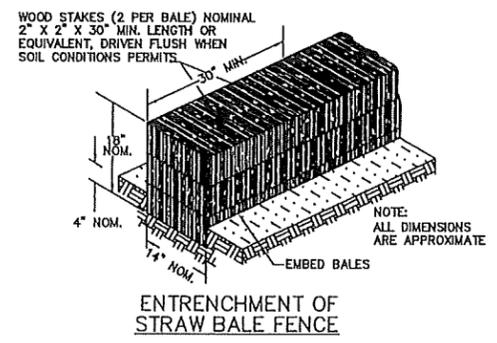
D. SOD STRIPS MAY BE PLACED EITHER LONGITUDINALLY OR TRANSVERSELY TO THE FLOW LINE OF THE DITCH.

EROSION MAT OVER SEEDING

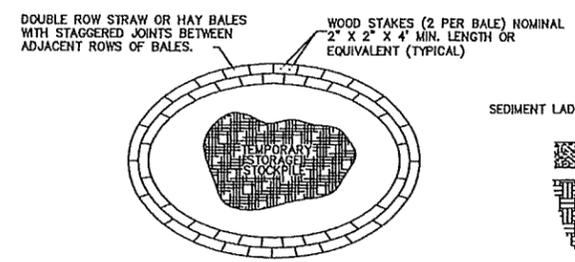
JUNCTION OR ANCHOR SLOTS SHALL BE AT MINIMUM INTERVALS OF 100 FEET ON GRADES UP TO AND INCLUDING 3%, AND 50 FEET ON GRADES EXCEEDING 3%.



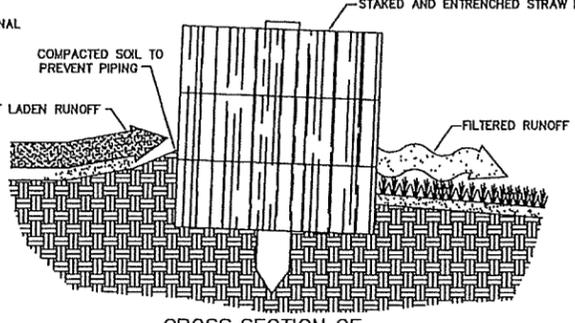
TYPICAL GRAVEL MAT DETAIL



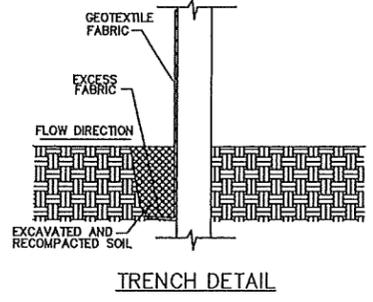
ENTRENCHMENT OF STRAW BALE FENCE



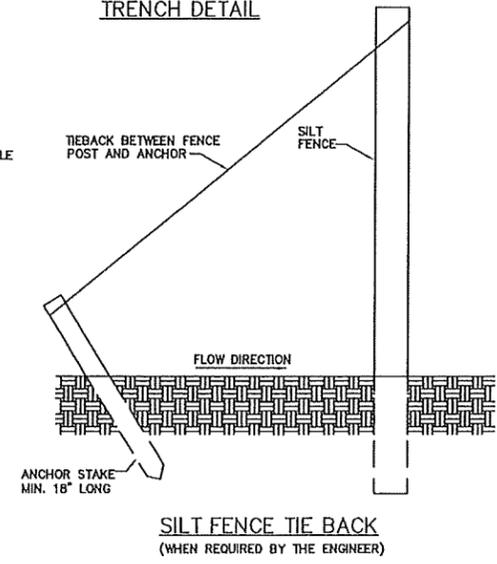
SEDIMENTATION BASIN DETAIL



CROSS SECTION OF STRAW BALE INSTALLATION



TRENCH DETAIL



SILT FENCE TIE BACK (WHEN REQUIRED BY THE ENGINEER)

NOTE: NOT TO SCALE

MARATHON TECHNICAL SERVICES LLC  
CONSULTING ENGINEERS  
404 FRANKLIN ST - WAUSAU, WI 54403  
PHONE & FAX - (715)843-7292  
WWW.MTSLC.NET

REVISION DATE

SURVEYED: VREELAND  
DESIGNED: MTS  
DRAWN BY: NSB  
APPROVED: MWT

EROSION CONTROL DETAILS

ADC - 7102 ZINSER STREET  
VILLAGE OF WESTON, MARATHON CO.

SCALE

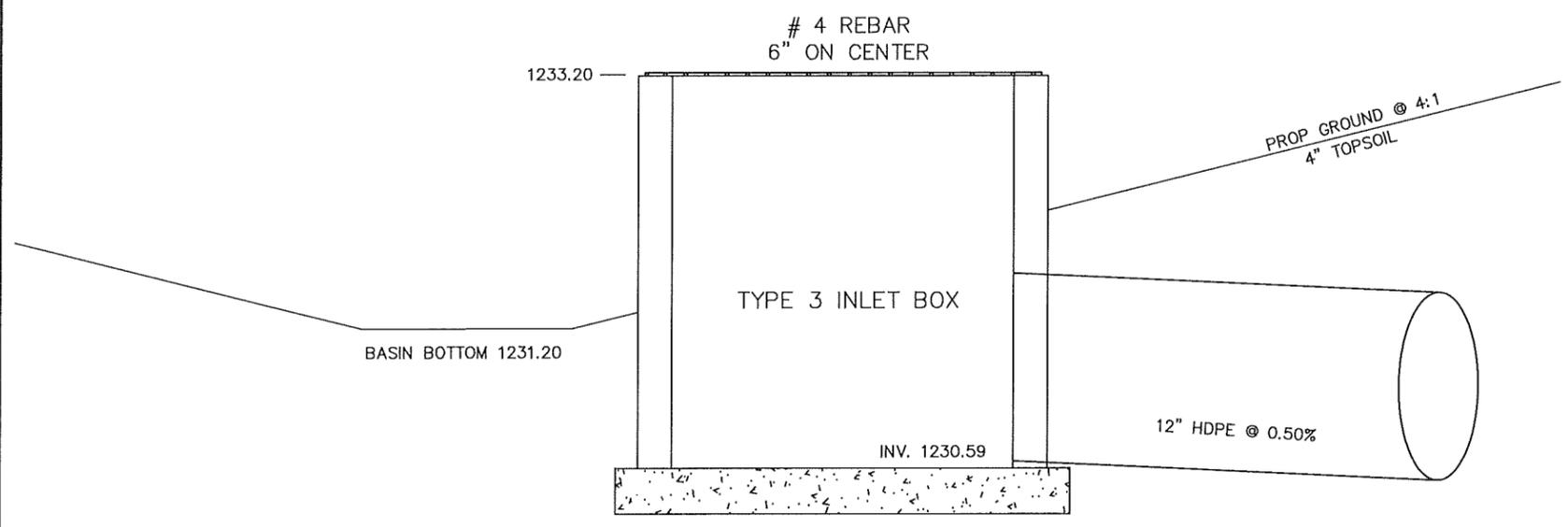
NO SCALE

SHEET NO.

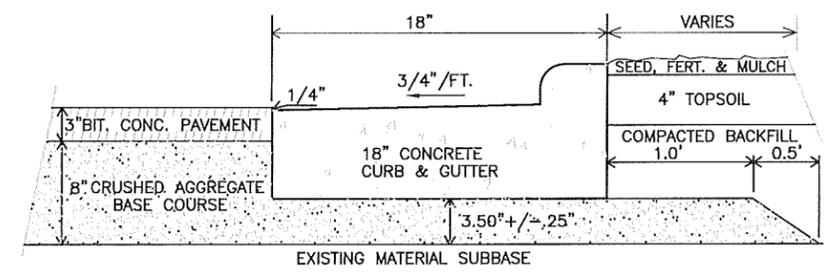
6

OF 7 SHEETS

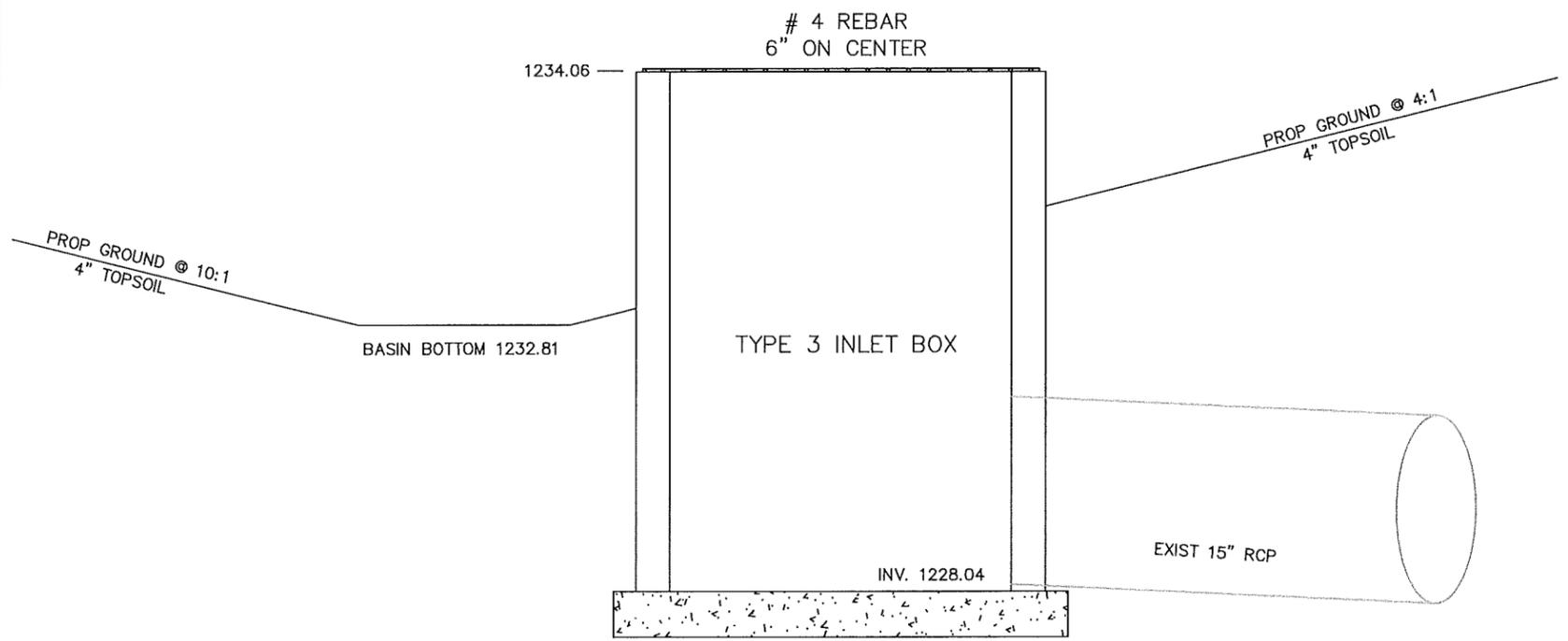
Received 8/31/15



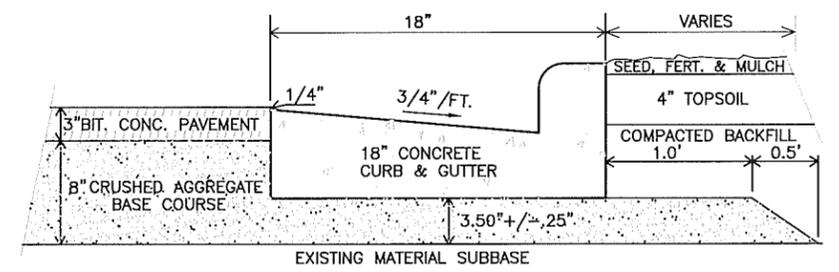
WEST BASIN OUTLET STRUCTURE



TYPICAL SECTION OF REJECT 18" CURB & GUTTER WITH DETAIL



EAST BASIN OUTLET STRUCTURE



TYPICAL SECTION OF STANDARD 18" CURB & GUTTER WITH DETAIL

MARATHON TECHNICAL SERVICES LLC  
 CONSULTING ENGINEERS  
 404 FRANKLIN ST - WAUSAU, WI 54403  
 PHONE & FAX - (715)843-7292  
 WWW.MTSLLC.NET

REVISION DATE  
 SURVEYED: VREELAND  
 DESIGNED: MTS  
 DRAWN BY: NSB  
 APPROVED: MWT

BASIN AND CURB DETAILS  
 ADC - 7102 ZINSER STREET  
 VILLAGE OF WESTON, MARATHON CO.

SCALE  
 NO SCALE  
 SHEET NO.  
 7  
 OF 7 SHEETS





# MARATHON CO. CERTIFIED SURVEY MAP NO. 17180

Of Lot 3 and part of Lot 4 of King's Addition located in part of the Northeast 1/4 of the Northeast 1/4 of Section 21, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin.

I, Keith J. Walkowski, Professional Land Surveyor S-2717, hereby certify to the best of my knowledge and belief: That I have surveyed, mapped and divided Lot 3 and part of Lot 4 of King's Addition located in part of the Northeast 1/4 of the Northeast 1/4 of Section 21, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin, described as follows:

Commencing at the Northeast corner of said Section 21; Thence North 89°57'31" West along the North line of said Northeast 1/4, 481.79 feet; Thence South 00°07'20" East, 33.00 feet to the South right-of-way line of Jelinek Avenue and the West line of Lot 1 of Certified Survey Map Number 15973 as recorded in Volume 73 of Certified Survey Maps on Page 77 and the point of beginning of said described parcel; Thence continuing South 00°07'20" East along said West line, 224.93 feet to the South line of said Lot 4 of King's Addition; Thence South 89°59'40" West along said South line of Lot 4 and the South line of said Lot 3 of King's Addition, 214.58 feet to the West line of said Lot 3 of King's Addition; Thence North 00°08'00" West along said West line, 225.11 feet to said South right-of-way line of Jelinek Avenue; Thence South 89°57'31" East along said South right-of-way line, 214.62 feet to the point of beginning.

That the above described parcel of land contains 48,289 square feet or 1.109 acres, more or less;

That said parcel is subject to all easements, restrictions and right-of-ways of record;

That I have made this survey, division and map thereof at the direction of Mitch King, Owner of said parcel;

That I have fully complied with the provisions of Section 236.34 of the Wisconsin Statutes, Chapter A-E7 of the Wisconsin Administrative Code and the subdivision regulations of the Village of Weston in Surveying, Mapping and Dividing the same.

That said map is a correct and accurate representation of the exterior boundaries of said parcel and the division thereof.

Dated this 17TH day of AUGUST, 2015

Keith J. Walkowski  
Riverside Land Surveying LLC  
Keith J. Walkowski  
P.L.S. No. 2717



### Village of Weston Approval Certificate:

Reviewed and Approved under Chapter 74 of the Village of Weston Ordinance.

By Jennifer L. Higgins

Date 8-17-15  
Village of Weston Zoning Department



DOC# 1698072

SHEET 2 OF 2

 <b>RIVERSIDE LAND SURVEYING LLC</b> 6304 KELLY PLACE WESTON, WI 54476 email - mail@riversidelandsurveying.com	<b>DRAWN BY</b> M.F.L.	<b>DATE</b> AUGUST 7, 2015
	<b>CHECKED BY</b> K.J.W.	<b>PROJECT NO.</b> 2333
	<b>PREPARED FOR:</b> MITCH KING	



August 17, 2015

**SENT VIA EMAIL ONLY**

Keith Walkowski, PLS  
Riverside Land Surveying  
6304 Kelly Place  
Weston, WI 54476  
[keith@riversidelandsurveying.com](mailto:keith@riversidelandsurveying.com)

Mitch King  
6205 Municipal Street  
Weston, WI 54476  
[mhkingff@yahoo.com](mailto:mhkingff@yahoo.com)

RE: File No. CCSM-8-15-1532 – Certified Survey Map – 5405 E. Jelinek Avenue, Weston

Gentlemen,

Your one lot certified survey of property at 5405 E. Jelinek Avenue, Section 18, Township 28N, Range 8E, Village of Weston, Wisconsin, is hereby **approved**. The property is and will remain zoned L-I Limited Industrial with WHP-B Wellhead Protection B Overlay.

Upon acceptance and recording of the CSM by the Marathon County Register of Deeds, please forward, or have your surveyor forward, a copy of the recorded survey map to the Village Planning and Development Department for our records. The original survey map with the recording information is permanently kept on file in the Marathon County Register of Deeds Office. A copy of the recorded document can be obtained from the Register of Deeds Office, Marathon County Courthouse, 500 Forest Street, Wausau.

**The approval of this CSM shall be null and void if not recorded in twelve (12) months from the date of this letter.**

If you have any questions or if I may be of any further assistance, please do not hesitate to contact my office at 715-359-6114.

Sincerely,

Jennifer Higgins  
Director of Planning and Development/Zoning Administrator

Cc: Mike Lewandowski ([mail@riversidelandsurveying.com](mailto:mail@riversidelandsurveying.com))  
Marathon County Register of Deeds ([ucc@mail.co.marathon.wi.us](mailto:ucc@mail.co.marathon.wi.us))

Weston Municipal Center

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

[www.westonwi.gov](http://www.westonwi.gov)

# Certified Survey Map

Application

Village of Weston/ETZ

Date: 8-11-2015

Permit No. : CCSM-8-15-1532

Payment:  Cash  Check No. 11444

**FULL COMPLETION OF THIS FORM IS REQUIRED FOR PROCESSING**

-- PLEASE USE THE ONLINE FILLABLE PDF --



5500 Schofield Ave  
Weston, WI 54476

## REVIEW FEES

<input checked="" type="checkbox"/> Certified Survey Map	\$ <u>50.00 FEE</u> <span style="border: 1px solid red; border-radius: 50%; padding: 2px;">WP</span>	[49/4910]
<input type="checkbox"/> Certified Survey Map with Road Dedication	\$ <u>250.00 FEE</u>	[49/4910]
<input type="checkbox"/> Plat of Survey	\$ <u>25.00 FEE</u>	[49/4910]

## PARKLAND DEDICATION FEES

<input type="checkbox"/> Single Family	\$244.00 per lot created	\$ _____	[19/1965]
<input type="checkbox"/> Duplex	\$446.00 per lot created	\$ _____	[19/1966]
<input type="checkbox"/> Multifamily (3+ units)			
<input type="checkbox"/>	1 Bedroom: \$138.00 per unit	\$ _____	[19/1967]
<input type="checkbox"/>	2 Bedroom: \$204.00 per unit	\$ _____	[19/1968]
<input type="checkbox"/>	3 Bedroom: \$244.00 per unit	\$ _____	[19/1969]

## APPLICANT INFORMATION

**Applicant Name:** MITCH KING  Agent\*  Property Owner

**Mailing Address:** 6205 MUNICIPAL STREET **Phone:** 715-571-9797

WESTON, WI 54476 **Email:** \_\_\_\_\_

\* Agents must have a LETTER OF AUTHORIZATION from all property owners at the time of filing.

**Property Owner:** M & G PROPERTIES LLC **Contact Name:** MITCH KING

**Mailing Address:** 6205 MUNICIPAL STREET **Phone:** 715-571-9797

WESTON, WI 54476 **Email:** \_\_\_\_\_

## SURVEYOR INFORMATION

**Surveyor:** KEITH WALKOWSKI

**Company:** RIVERSIDE LAND SURVEYING **License Number:** S-2717

**Address:** 6304 KELLY PLACE **Phone:** 715-241-7500

WESTON, WI 54476 **Email:** keith@riversidelandsurveying.com

## PROJECT SITE SPECIFICATIONS

**Project Address:** 5405 JELINEK AVENUE **Lot Size(ft<sup>2</sup>):** 48,289 sq. ft.

(or PIN if no address) 192-2808-211-0003 **Acres:** 1.109 acres

**Proposed Zone\*:** \_\_\_\_\_ **Proposed Future Land Use \*\*:** \_\_\_\_\_

**Legal Description:** LOT 3 & PART OF LOT 4 OF KING'S ADDITION, NE-NE, SEC. 21, T28N, R8E

\*A separate application is required for all Rezoning petitions.

\*\* A separate application is required for all Comprehensive Plan Map Amendments. All applications must be completed and submitted no later than October 1<sup>st</sup>, per the adopted Annual Amendment Cycle and Procedure.

In detail, describe the purpose for the Certified Survey Map. Provide as much information to enable staff to make the necessary determinations. More information may be required at the Zoning Administrator's discretion.

**COMBINING 2 SEPARATE PARCELS OWNED BY MITCH KING INTO ONE PARCEL**

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**CERTIFIED SURVEY MAP REQUIREMENTS**

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The applicant shall provide the Zoning Administrator with the complete application certified by the Zoning Administrator, including an easily reproducible electronic copy plus the original map with stamp, signature and date on all pages in a quantity directed by the Zoning Administrator. Except as otherwise allowed below or with the express approval of the Zoning Administrator, the application shall include the following information within the Certified Survey Map or in supporting documentation to be considered complete:

- A north arrow and graphic scale
- Map needs to be prepared with a graphic scale of not more than 1"=500' on durable white paper with a nonfading black image, with correct margins. All sheets need to be titled "Certified Survey Map" and if more than one sheet, all sheets shall be numbered as "Sheet \_ of \_ Sheets".
- Mathematical closure of 1/3,000 or better for exterior and interior lots, and other areas.
- All lot or other area corners, including meander corners, shall be monumented in accordance with 236.15 (c)(d) and (g) or a waiver is required from Plat Review.
- Identify all monuments. State material, length weight per lineal foot, outside diameter, and found or set in legend. Show all monuments used to determine the parcel and show bearing and distance in relationship to the surveyed parcel.
- Ties to at least two US Public Land System corners within ¼ section by bearing and distance. Include ALL PLSS corners used to determine any boundary.
- Show exact length and bearing of all exterior and interior boundary lines. Show "recorded as" bearings and distances if different.
- "Metes and Bounds" description commencing at a section or quarter section corner that is not the center of section or a Lot and block description if the land is located in a recorded subdivision that has been previously properly tied to a ¼ section line.
- Locations of all watercourses, drainage ways and surface drainage patterns shall be shown.
- Show meander line bearing and distance along with bearing and distance from meander line to water's edge.
- Delineations and labels of floodplains, shoreland-wetlands, shoreland areas, steep slopes, wetlands and other natural resource areas.
- All required building setback lines applicable to the zoning district(s), including setbacks from natural resource areas.
- All existing and proposed easement lines and dimensions with a key provided and explained as to ownership and purpose.
- Each lot shall comply with the specifications for the corresponding Zoning District or proposed Zoning District as defined in Figure 94.5.01(1) and (2), 94.5.02(1) and (2) in the Zoning Code.
- Location of all buildings, wells, P.O.W.T.S. with the setbacks from each feature, parcel boundaries and other natural features.
- Remnant lots and adjacent lots shall be shown in their entirety.
- Curve information, on curve or in a table. Include: radius, chord length, chord bearing, central angle, arc length, and tangent bearing or direction both in description and on face of map. Show main chords as dashed or dotted.
- Where the Certified Survey Map requires dedication for a public road, the subdivider shall follow the intent of the subdivision roadway and drainage inspection report.
- All public road dedications shall be a minimum of 66 feet (four (4) rods) wide.
- A Surveyor's Certificate including who directed the survey, a description of the land surveyed by G.L. ¼ ¼ section, Section, Township, Range, Town and County, a statement that the map is a correct representation of the land surveyed, and a statement that the surveyor has complied with any state, county or local ordinances.
- All other applicable survey standards shall be maintained by the surveyor.

Why are any of the above stated criteria not present on the proposed CSM at the time of submittal? Please note, supplying a reason for the absence of the above stated criteria may not guarantee the timely approval of this application. To ensure the timely approval of this application all criteria shall be present.

**NO WATERCOURSES, MEANDER LINES, WETLANDS, NO CURVE DATA OR ROAD DEDICATIONS, ALL OTHER REQUIREMENTS ARE MET.**

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**LOT SPECIFICATIONS**

**Parent Parcel, Lot 1 Information:**

PIN: 192-2808-211-0003

Conforming Lot       Non-conforming Lot

Zoning: LI + WHP-B       Village     ETZ

FLU: \_\_\_\_\_

**Parent Parcel, Lot 2 Information:**

PIN: 192-2808-211-0021

Conforming Lot       Non-conforming Lot

Zoning: LI + WHP-B       Village     ETZ

FLU: \_\_\_\_\_

**Parent Parcel, Lot 3 Information:**

PIN: \_\_\_\_\_

Conforming Lot       Non-conforming Lot

Zoning: \_\_\_\_\_       Village     ETZ

FLU: \_\_\_\_\_

**Child Parcel Information, Lot 1:**

Proposed Zone: LI + WHP-B

Lot Area: 48,289 sq. ft.

Street Frontage: 214.62'

Accessory Structure Coverage: \_\_\_\_\_

Principal Structure Setbacks:

Front: 61.2'

Interior Side: 34.9'

Accessory Structure Setbacks:

Interior Side: \_\_\_\_\_

Proposed FLU: \_\_\_\_\_

Lot Width: 214.62'

Building Coverage (%): 7228 sq. ft.

Landscape Surface Ratio (%): \_\_\_\_\_

Street Side: 61.2'

Rear: 102.3'

Rear: \_\_\_\_\_

**Child Parcel Information, Lot 2:**

Proposed Zone: \_\_\_\_\_

Lot Area: \_\_\_\_\_

Street Frontage: \_\_\_\_\_

Accessory Structure Coverage: \_\_\_\_\_

Principal Structure Setbacks:

Front: \_\_\_\_\_

Interior Side: \_\_\_\_\_

Accessory Structure Setbacks:

Interior Side: \_\_\_\_\_

Proposed FLU: \_\_\_\_\_

Lot Width: \_\_\_\_\_

Building Coverage (%): \_\_\_\_\_

Landscape Surface Ratio (%): \_\_\_\_\_

Street Side: \_\_\_\_\_

Rear: \_\_\_\_\_

Rear: \_\_\_\_\_

**Child Parcel Information, Lot 3:**

Proposed Zone: \_\_\_\_\_

Lot Area: \_\_\_\_\_

Street Frontage: \_\_\_\_\_

Accessory Structure Coverage: \_\_\_\_\_

Principal Structure Setbacks:

Front: \_\_\_\_\_

Interior Side: \_\_\_\_\_

Accessory Structure Setbacks:

Interior Side: \_\_\_\_\_

Proposed FLU: \_\_\_\_\_

Lot Width: \_\_\_\_\_

Building Coverage (%): \_\_\_\_\_

Landscape Surface Ratio (%): \_\_\_\_\_

Street Side: \_\_\_\_\_

Rear: \_\_\_\_\_

Rear: \_\_\_\_\_

**Child Parcel Information, Remnant Lot:**

Proposed Zone: _____	Proposed FLU: _____
Lot Area: _____	Lot Width: _____
Street Frontage: _____	Building Coverage (%): _____
Accessory Structure Coverage: _____	Landscape Surface Ratio (%): _____
<u>Principal Structure Setbacks:</u>	
Front: _____	Street Side: _____
Interior Side: _____	Rear: _____
<u>Accessory Structure Setbacks:</u>	
Interior Side: _____	Rear: _____

**PROCEDURES FOR PROPOSALS OF RIGHT-OF-WAY DEDICATION**

A meeting between the Director of Public Works and the Zoning Administrator shall occur prior to staff forwarding the application to the Public Infrastructure Committee. The assessment and conditions of the proposal shall be set based on the assessment and recommendation made by the Director of Public Works and the Zoning Administrator. The Public Infrastructure Committee shall make their recommendations the Plan Commission. The application will then be placed on the next available Plan Commission agenda for deliberation and recommendation to the Village Board. The Village Board will adopt the proposed street dedication by resolution at the next available Village Board meeting.

**REIMBURSEMENT FOR DEVELOPMENT REVIEW SERVICES**

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

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

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

In the event the Village should chooses to exercises the above stated policy, and as stated in the Zoning Code, the applicant shall be notified and consulted with prior to Staff expending additional time that is not already built into the review process fee and/or the hiring of a professional consultant for the review, processing and investigation of this application. The intent of the Zoning Administrator is to exercise this power in extreme and unusual circumstances or in the absence of the Zoning Administrator.

**STATEMENT OF UNDERSTANDING AND SIGNATURES**

By signing and dating below, I acknowledge that I have reviewed and understand the Village of Weston zoning ordinance and its standards of approval related to this application; read, understand, and accept my responsibilities under the reimbursement section above; submitted an application that is true, correct, and complete to the best of my knowledge; acknowledge that Village officials and/or employees may, in the performance of their functions, enter upon the subject property to inspect or gather information necessary to process this application; understand that all meeting dates are tentative and may be postponed by the Village for the reason of incomplete submittals or other administrative reasons; if this application is approved, agree to abide by this application, approved plans, and required conditions associated with plan approval in the development of the subject property; and understand that the Village’s zoning ordinance and/or the conditions of development approval may specify timeframes within which I must take certain actions related to the development of the subject property, or risk having the approval being nullified. **Failing to attach all the required components will deem the status of this application as incomplete. Incomplete applications will not be reviewed and shall be discarded within 30-days if the application status remains incomplete. Any fees collected will not be refunded.**

	8-11-2015
Signature of Applicant	Date
<input checked="" type="checkbox"/> Agent <input type="checkbox"/> Property Owner	

STAFF REVIEW

Child Parcel, Lot 1 Information:

PIN: 192 2808 211 0024

Conforming Lot  Non-conforming Lot

Zoning: LI + WHP-B  Village  ETZ

FLU: mixed use

Address: 5403 + 5405 E Welmer Ave

Child Parcel, Lot 2 Information:

PIN: \_\_\_\_\_

Conforming Lot  Non-conforming Lot

Zoning: \_\_\_\_\_  Village  ETZ

FLU: \_\_\_\_\_

Address: \_\_\_\_\_

Child Parcel, Lot 3 Information:

PIN: \_\_\_\_\_

Conforming Lot  Non-conforming Lot

Zoning: \_\_\_\_\_  Village  ETZ

FLU: \_\_\_\_\_

Address: \_\_\_\_\_

Child Parcel, Lot 4 Information:

PIN: \_\_\_\_\_

Conforming Lot  Non-conforming Lot

Zoning: \_\_\_\_\_  Village  ETZ

FLU: \_\_\_\_\_

Address: \_\_\_\_\_

Child Parcel, Remnant Lot Information:

PIN: \_\_\_\_\_

Conforming Lot  Non-conforming Lot

Zoning: \_\_\_\_\_  Village  ETZ

FLU: \_\_\_\_\_

Address: \_\_\_\_\_

Street Dedication:

PIC Meeting Date: \_\_\_\_\_  Recommended  Recommended w/ Conditions  Denied

PC Meeting Date: \_\_\_\_\_  Recommended  Recommended w/ Conditions  Denied

VB Meeting Date: \_\_\_\_\_  Approved  Approved w/ Conditions  Denied

Resolution No.: \_\_\_\_\_

Approval Date: 8/17/15 Filed with Register of Deeds: 8/19/15

Recorded Date: 8/19/15 Document Number: 1698072

Volume: 81 Page: 112 CSM No.: 17180

Signature of Zoning Administrator or Designee: Jennifer L Higgins

Date: 8/17/15

Permit Number(s): N/A  Approved  Denied

Zoning updated in Land Records System on: 8/20/15

Closed in Beehive on: 8/20/15  
Energy

17190



DOC# 1698942

*Michael J. Sydow*

Chg. 30.00

**CERTIFIED SURVEY MAP**

**MARATHON COUNTY NO. 17190 VOL. 81 PAGE 122**

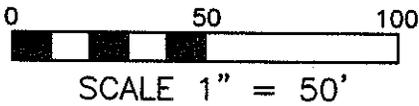
LOT 14 OF BLOCK 2 WANDERING SPRINGS WEST ADDITION, BEING WANDERING SPRINGS WEST CONDOMINIUM NO. 14, LOCATED IN THE NW1/4 OF THE NW1/4 OF SECTION 22, TOWNSHIP 28 NORTH, RANGE 8 EAST, VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN.

<b>VREELAND ASSOCIATES, INC.</b> 6103 DAWN STREET WESTON, WI. 54476 PH (715) 241-0947 OR TOLL FREE (866) 693-3979 FAX (715) 241-9826 tim@vreelandassociates.us		PREPARED FOR: <p style="text-align: center;"><b>MARY SULZER</b></p>
FILE #: SD-434 SULZER	DRAFTED BY: TIMOTHY G. VREELAND	DRAWN BY: TIMOTHY G. VREELAND

SHEET 1 OF 2 SHEETS

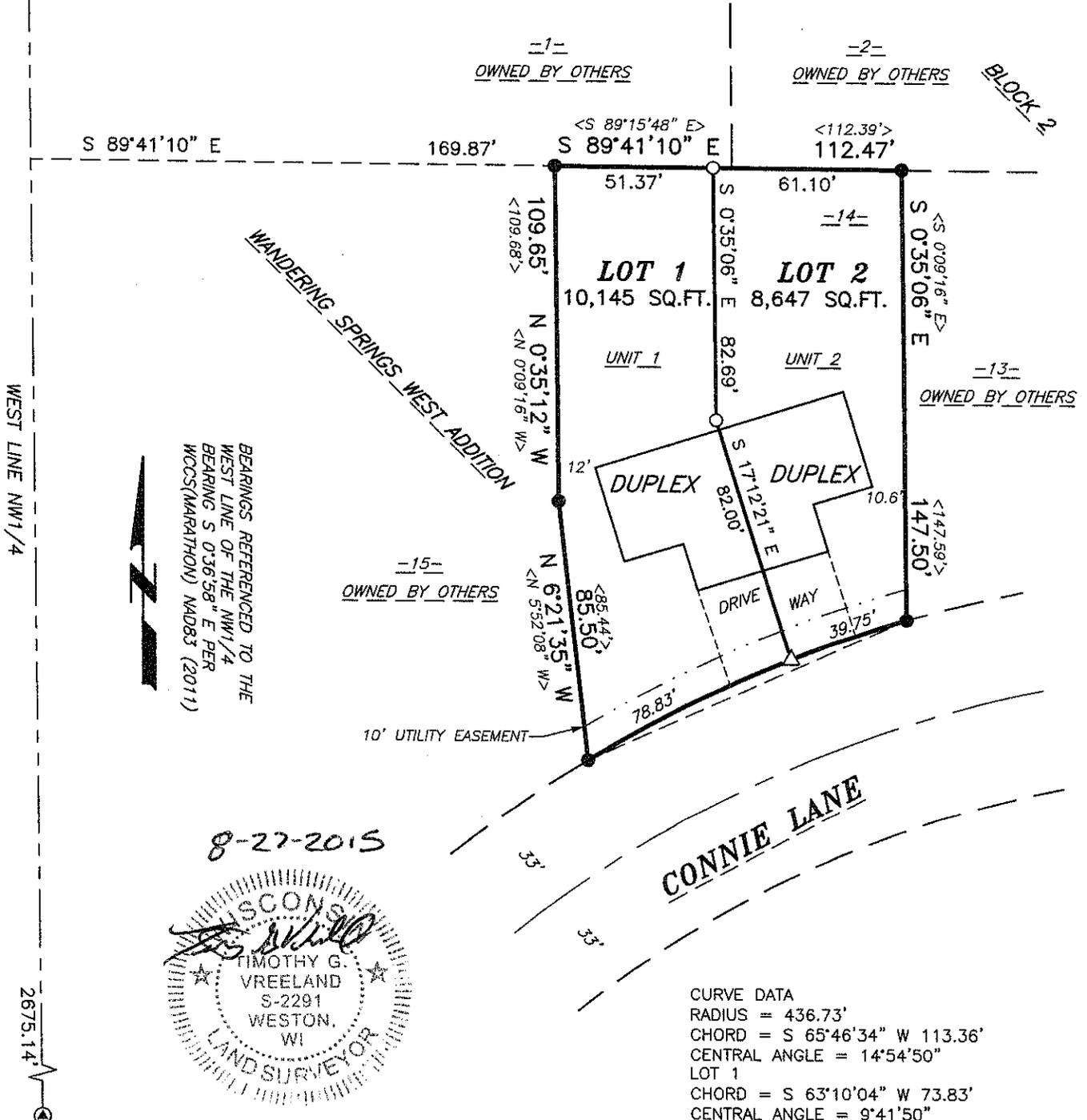
NW CORNER  
 SEC. 22-28-8E  
 3/4" REBAR FOUND

448.78'  
 S 0°36'58" E

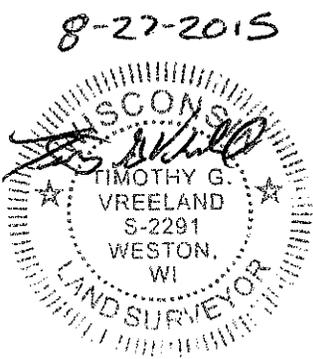


**LEGEND**

- ⊙ = GOVERNMENT CORNER LOCATION PER COUNTY SURVEY RECORDS
- = 1.315" OD x 24" IRON PIPE 1.68lbs/ft. SET
- = 1.315" OD IRON PIPE FOUND IN PLACE
- △ = MAG SPIKE SET



BEARINGS REFERENCED TO THE WEST LINE OF THE NW1/4 BEARING S 0°36'58" E PER MCCS(MARATHON) NAD83 (2011)



CURVE DATA  
 RADIUS = 436.73'  
 CHORD = S 65°46'34" W 113.36'  
 CENTRAL ANGLE = 14°54'50"  
 LOT 1  
 CHORD = S 63°10'04" W 73.83'  
 CENTRAL ANGLE = 9°41'50"  
 LOT 2  
 CHORD = S 70°37'29" W 39.75'  
 CENTRAL ANGLE = 5°13'00"  
 DISTANCE ON CURVE ARE ARC DISTANCES

W1/4 CORNER  
 SEC. 22-28-8E

# CERTIFIED SURVEY MAP

MARATHON COUNTY NO. 17190 VOL. 81 PAGE 122

LOT 14 OF BLOCK 2 WANDERING SPRINGS WEST ADDITION, BEING WANDERING SPRINGS WEST CONDOMINIUM NO. 14, LOCATED IN THE NW1/4 OF THE NW1/4 OF SECTION 22, TOWNSHIP 28 NORTH, RANGE 8 EAST, VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN.  
SHEET 2 OF 2 SHEETS

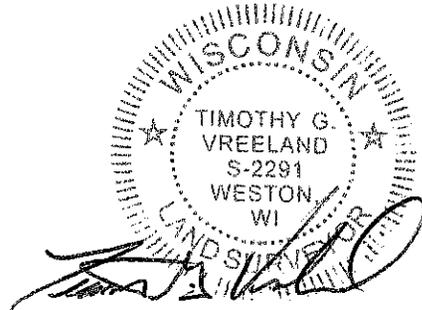
## SURVEYORS CERTIFICATE

I, TIMOTHY G. VREELAND, PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT AT THE DIRECTION OF MARY SULZER, I SURVEYED, MAPPED AND DIVIDED ALL OF LOT 14 OF BLOCK 2 OF WANDERING SPRINGS WEST ADDITION BEING ALL OF WANDERING SPRING WEST CONDOMINIUM NO. 14, LOCATED IN THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 22, TOWNSHIP 28 NORTH, RANGE 8 EAST, VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 22; THENCE S 0°36'58" E ALONG THE WEST LINE OF THE NORTHWEST QUARTER 448.78 FEET; THENCE S 89°41'10" E 169.87 FEET TO THE POINT OF BEGINNING; THENCE S 89°41'10" E ALONG THE NORTH LINE OF SAID LOT 14 112.47 FEET; THENCE S 0°35'06" E ALONG THE EAST LINE OF SAID LOT 14 147.50 FEET TO THE NORTH LINE OF CONNIE LANE; THENCE 113.68 FEET ALONG THE ARC OF A CURVE CONCAVE TO THE SOUTH WHOSE RADIUS IS 436.73 FEET, WHOSE CENTRAL ANGLE IS 14°54'50" AND WHOSE CHORD BEARS S 65°46'34" W 113.36 FEET; N 6°21'35" W ALONG THE WEST LINE OF SAID LOT 14 85.50; THENCE N 0°35'12" W ALONG THE WEST LINE OF SAID LOT 14 109.65 FEET TO THE POINT OF BEGINNING. SUBJECT TO ALL EASEMENTS, RESTRICTIONS AND RIGHTS OF WAY OF RECORD AND USE.

THAT SUCH MAP IS A CORRECT REPRESENTATION OF ALL EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE DIVISION AND THE CERTIFIED SURVEY MAP THEREOF MADE.

THAT I HAVE FULLY COMPLIED WITH SECTION 236.34 OF THE WISCONSIN STATUTES IN SURVEYING, MAPPING AND DIVIDING THE LANDS, CHAPTER A-E 7 OF THE WISCONSIN ADMINISTRATIVE CODE AND THE LAND DIVISION ORDINANCE OF THE VILLAGE OF WESTON, ALL TO THE BEST OF MY KNOWLEDGE AND BELIEF IN SURVEYING, DIVIDING AND MAPPING THE SAME.



DATED THIS 27TH DAY OF AUGUST, 2015

TIMOTHY G. VREELAND P.L.S. 2291

REVIEWED AND APPROVED FOR  
RECORDING BY THE VILLAGE OF  
WESTON.

DATE: 8/28/15

James Higgins  
VILLAGE OF WESTON



R1698942 2 2

DOC# 1698942



# Permit

Permit NO. **SIGN-6-15-6051**

Permit Type: **Sign**

Work Classification: **New**

Permit Status: **Under Review**

Issue Date: **7/13/2015**

**No Expiration**

<b>Project Address</b> 6101 Zinser Street Weston, WI 54476	<b>Project Name</b> <NONE>	<b>Applicant</b> St. Agnes Parish
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<b>Parcel Number</b> 19228082310992	<b>Subdivision</b>	<b>Block / Lot</b> 0 / 0	<b>Zoning</b> INT
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<b>Owner Information</b> St. Agnes Parish	<b>Address</b> 6101 Zinser Street Weston, WI 54476	<b>Phone</b> (715)359-5675	<b>Cell</b>
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<b>Contractor(s)</b> Super Lettering & Signs	<b>Address</b> 4308 Transport Way Weston WI 54476	<b>Phone</b> (715)355-1177	<b>Cell</b>	<b>Contractor Type</b> Sign
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**Description of Work:** New monument sign

**Valuation:**           \$9,000.00          

**Total Sq Feet:**           116.66          

**Inspection Request Line:**  
(715) 241 - 2616

**AVAILABLE INSPECTIONS**

<b>Inspection Type:</b>	<b>IVR</b>

**Setbacks:**

Front:       ft.   Rear:       ft.

Left:        ft.   Right:       ft.

**FEE SUMMARY**

<b>Fees Due</b>	<b>Amount</b>	<b>Total</b>	<b>Amt Paid</b>	<b>Amt Due</b>
Electric Wiring Fee	\$0.00	\$116.00	\$116.00	\$0.00
New Sign Permit Fee	\$116.00			
<b>Total:</b>	<b>\$116.00</b>			

Payment Type: Check / Number: 14804

**Comments:** See CU-6-15-1519 for details.

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

Signature of Owner / Applicant / Contractor / \_\_\_\_\_ Date **August 12, 2015**

**Jared Wehner** \_\_\_\_\_ Date **August 12, 2015**  
Issued By: Village of Weston, WI *Jared Wehner* Authorized Signature

**Customer Copy**



# Permit

Permit NO. **SIGN-7-15-6082**

Permit Type: **Sign**

Work Classification: **New**

Permit Status: **Final**

Issue Date: **7/7/2015**

**No Expiration**

<b>Project Address</b> 6101 ZINSER ST WESTON, WI 54476	<b>Project Name</b> <NONE>	<b>Applicant</b> St Agnes Parish
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<b>Parcel Number</b> 19228082310992	<b>Subdivision</b>	<b>Block / Lot</b> 0 / 0	<b>Zoning</b> INT
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<b>Owner Information</b> St Agnes Parish	<b>Address</b> 6101 Zinser Street Weston, WI 54476	<b>Phone</b>	<b>Cell</b>
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<b>Contractor(s)</b> Super Lettering & Signs	<b>Address</b> 4308 Transport Way Weston WI 54476	<b>Phone</b> (715)355-1177	<b>Cell</b>	<b>Contractor Type</b> Sign
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**Description of Work:** New wall sign.

<b>Valuation:</b>	<u>          \$500.00          </u>
<b>Total Sq Feet:</b>	<u>          12.02          </u>

**Inspection Request Line:**  
(715) 241 - 2616

**AVAILABLE INSPECTIONS**

<b>Inspection Type:</b>	IVR

**Setbacks:**

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

**FEE SUMMARY**

<b>Fees Due</b>	<b>Amount</b>	<b>Total</b>	<b>Amt Paid</b>	<b>Amt Due</b>
New Sign Permit Fee	<u>          \$0.00          </u>		\$0.00	<input type="text"/>
<b>Total:</b>	<b><u>          \$0.00          </u></b>			

Payment Type:

**Comments:**

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

Signature of Owner / Applicant / Contractor / \_\_\_\_\_ Date **August 12, 2015**

**Jared Wehner** \_\_\_\_\_ Date **August 12, 2015**  
Issued By: Village of Weston, WI  Authorized Signature

**Customer Copy**



# Permit

Permit NO. **SIGN-8-15-6182**

Permit Type: **Sign**

Work Classification: **New**

Permit Status: **Final**

Issue Date: **8/12/2015**

**No Expiration**

<b>Project Address</b> 6101 ZINSER ST WESTON, WI 54476	<b>Project Name</b> <NONE>	<b>Applicant</b> St Agnes Parish
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<b>Parcel Number</b> 19228082310992	<b>Subdivision</b>	<b>Block / Lot</b> 0 / 0	<b>Zoning</b> INT
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<b>Owner Information</b> St Agnes Parish	<b>Address</b> 6101 Zinser Street Weston, WI 54476	<b>Phone</b>	<b>Cell</b>
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<b>Contractor(s)</b> Super Lettering & Signs	<b>Address</b> 4308 Transport Way Weston WI 54476	<b>Phone</b> (715)355-1177	<b>Cell</b>	<b>Contractor Type</b> Sign
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**Description of Work:** New freestanding directional sign

**Valuation:**           \$2,500.00          

**Total Sq Feet:**           24          

**Inspection Request Line:**  
(715) 241 - 2616

**AVAILABLE INSPECTIONS**

Inspection Type:	IVR

**Setbacks:**

Front:           ft.   Rear:           ft.

Left:           ft.   Right:           ft.

**FEE SUMMARY**

Fees Due	Amount	Total	Amt Paid	Amt Due
New Sign Permit Fee	\$50.00	\$50.00	\$50.00	\$0.00
<b>Total:</b>	<b>\$50.00</b>			

Payment Type: Check / Number: 14839

**Comments:** Approved under Section 94.13.07(2) On-premise parking area and on-premise directional signs.

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

Signature of Owner / Applicant / Contractor / \_\_\_\_\_ Date **August 12, 2015**

**Jared Wehner**  \_\_\_\_\_ Date **August 12, 2015**  
 Issued By: Village of Weston, WI Authorized Signature

**Customer Copy**

**Permanent Sign**

Permit

Village of Weston

Date: 6/19/15

Permit #: SIGN-6-15-6051

Payment Type:  Cash  Check \_\_\_\_\_

**FULL COMPLETION OF THIS FORM IS REQUIRED FOR PROCESSING**

-- PLEASE USE THE ONLINE FILLABLE PDF --



5500 Schofield Ave  
Weston, WI 54476

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

<input type="checkbox"/>	Face Replacement (Existing Business Only. No change in sign size or location)		<b>NO FEE</b>	
<input type="checkbox"/>	Wall Sign(s)	\$25.00 +\$1.00/ft <sup>2</sup> over 50ft <sup>2</sup> per sign	\$	_____ [44/4461]
<input checked="" type="checkbox"/>	Freestanding Sign(s)	\$50.00 +\$1.00/ft <sup>2</sup> over 50ft <sup>2</sup> per sign	\$	<u>60-</u> [44/4462]
<input checked="" type="checkbox"/>	Electrical Inspection: <i>New Only</i>	\$50.00 per sign	\$	<u>50-</u> [44/4463]
<input type="checkbox"/>	Sandwich Board/Pedestal Sign	\$25.00 – one sign per business	\$	<del>25.00</del> [44/4464]
<input type="checkbox"/>	Panel Replacement in a Development Sign	\$25.00 per business	\$	<del>25.00</del> [44/4465]
<b>TOTAL FEE:</b>			\$	<u>110.00</u>

**APPLICANT INFORMATION**

Business Name: St. Agnes Parish Contact Name: Fr. Greg Bohren  
 Business Owner: Father Greg Bohren Project Address: 6101 Zinser St  
 Mailing Address: 6101 Zinser St Weston WI 54476 Phone: 715-359-5675  
 Website: www.stagnescatholicparish.com Email: \_\_\_\_\_

Property Owner: Same Contact Name: Same  
 Mailing Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
 \_\_\_\_\_ Email: \_\_\_\_\_  
 Property Zone: \_\_\_\_\_

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

**CONTRACTOR INFORMATION**

Sign Contractor: Super Lettering + Signs Contact Name: Bruce Flora  
 Address: 4308 Transport Way Phone: 715-355-1177  
Weston WI 54476 Email: bruce@superlettering.com

**COSTS OF PROJECT**

Sign 1: \$ 3 signs \$12,000- Sign 2: \$ \_\_\_\_\_  
 Sign 3: \$ \_\_\_\_\_ Sign 4: \$ \_\_\_\_\_

## SITE PLAN REQUIRED

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

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

### FOR PROPERTIES ADJACENT TO STATE HIGHWAY 29:

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

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

## DIAGRAM(S) REQUIRED

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

- How many wall signs are being proposed? (New, replacement and re-facing) 1
- How many freestanding signs are being proposed? (New, replacement and re-facing) 2
- Will there be a sandwich board or pedestal sign (*only one is allowed per business*)?  Yes  No
- Has the diagram been attached for **each** proposed sign?  Yes  No
- Does each diagram have **ALL** the required components listed above?  Yes  No

## EXISTING SIGNS

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

- How many signs are existing on the subject property? 3
- Has the specifications of each existing sign been attached?  Yes  No  N/A
- Has the picture of each existing sign been attached?  Yes  No  N/A

## BASIS FOR GRANTING AND ISSUANCE

- Has the applicant reviewed [ARTICLE 13](#) prior to submitting this application?  Yes  No

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

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

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

yes sign is 6' H x 10' L x 20' W by  
the road

### REIMBURSEMENT FOR DEVELOPMENT REVIEW SERVICES

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

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

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

### STATEMENTS OF UNDERSTANDING AND SIGNATURES

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



Signature of Applicant

6/17/15

Date

Property Owner     Contractor

STAFF REVIEW

PIN: 19228082310992 Zoning: INT w/ D-RT [x] Village [ ] ETZ  
Filed After the Fact: [ ] Yes [x] No Fine Imposed: [ ] Yes [ ] No Amount: \$0.00

Sign 1 Specification:

Permit No.: SIGN-6-15-6051

Width: 10' Height: 5' 10" [ ] Single [x] Double Total Square Feet: 116.66  
Total Height: 8' Sign Type: Freestanding Setbacks: 8' from Zinser, 8' from MBT  
Value: \$12,000 (1/3) Illuminated: [x] Yes [ ] No Type: LED  
Sign meets requirements? [x] Yes [ ] No [x] Conforming [ ] Legally Non-Conforming  
Conditions/Modifications for approval: Requires a CUP from Plan Commission. Public hearing set for July 13, 2015.

PLAN COMMISSION APPROVE THE CUP ON JULY 13, 2015.

Sign 2 Specification:

Permit No.: SIGN-8-15-6182

Width: 3' Height: 3' [ ] Single [x] Double Total Square Feet: 18  
Total Height: 5' Sign Type: Freestanding Setbacks:  
Value: \$12,000 (2/3) Illuminated: [ ] Yes [x] No Type:  
Sign meets requirements? [x] Yes [ ] No [x] Conforming [ ] Legally Non-Conforming  
Conditions/Modifications for approval: PERMITTED AS DIRECTIONAL SIGN UNDER SEC. 94.13.07(2)

Sign 3 Specification:

Permit No.: SIGN-7-15-6082

Width: 4.5' Height: 2.66' [x] Single [ ] Double Total Square Feet: 12  
Total Height: 5' Sign Type: Wall Setbacks: N/A  
Value: \$12,000 (3/3) Illuminated: [ ] Yes [x] No Type:  
Sign meets requirements? [x] Yes [ ] No [ ] Conforming [ ] Legally Non-Conforming  
Conditions/Modifications for approval: No fee for sign.

Signature of Zoning Administer or Designee

8/12/2015  
Date

Permit Number(s) SIGN-6-15-6051, SIGN-7-15-6082 AND SIGN-8-15-6182 [x] Approved [ ] Denied

STAFF TIME TABLE CHECKLIST

N/A  Pre-application conference with Planning and Development Department Staff (optional).  
Date: \_\_\_\_\_ Participants: \_\_\_\_\_

Application and required plans filed with the Village.  
Date: 06-19-15 Received by: JW

Application fee received by Village.  
Date: 06-19-15 Received by: JW

Application and submitted plans verified as being complete.  
Date: \_\_\_\_\_ Reviewed by: \_\_\_\_\_

Determination by Zoning Administrator as to whether requested sign requires approval or recommendation from another body under the zoning ordinance (e.g., conditional use permit, site plan approval). (Skip if N/A)  
Review Authority: PLAN COMMISSION Meeting Date: JULY 13, 2015

Action Taken:  Approved as presented  Approved with modifications  Denied

Zoning Administrator (or designee) action. Designee: \_\_\_\_\_  
Date: 8/12/2015 Action Taken:  Approved as presented  Approved with modifications  Denied

Building Inspector electrical inspection.  
Date: \_\_\_\_\_ Inspection:  Pass  Requires Re-inspection  Denied

Applicant notified of decision.  
Date: 8/12/15 Sent by: JW

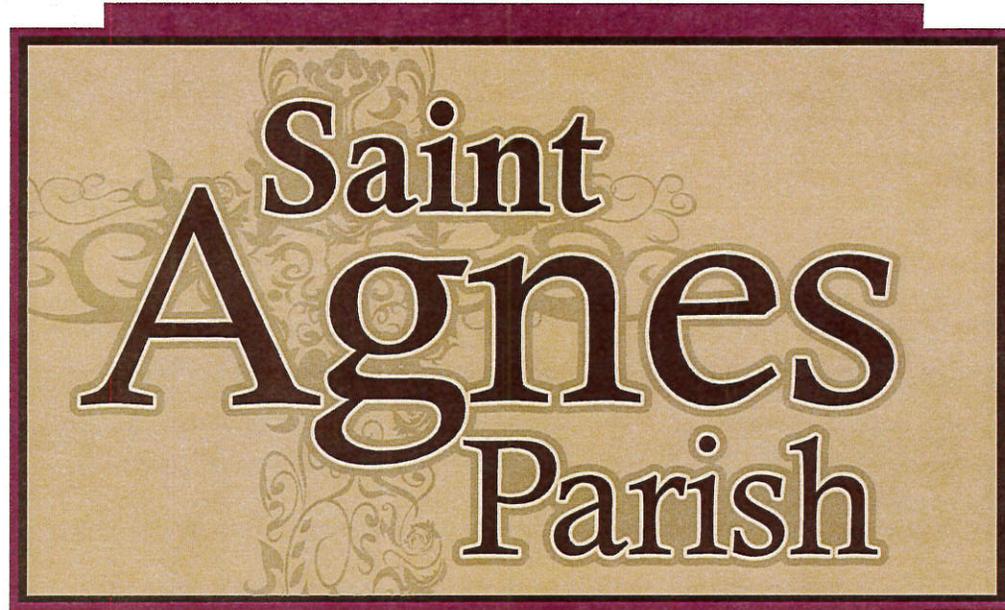
Attached in Smart Search.  
Date: 8/12/15 Attached by: JW

Attached and closed in Beehive.  
Date: 8/12/15 Closed by: JW

120"

10'

*Large Sign  
Lighted (Dark Lettering Only)  
2 sided  
Final size / height  
to be determined...*



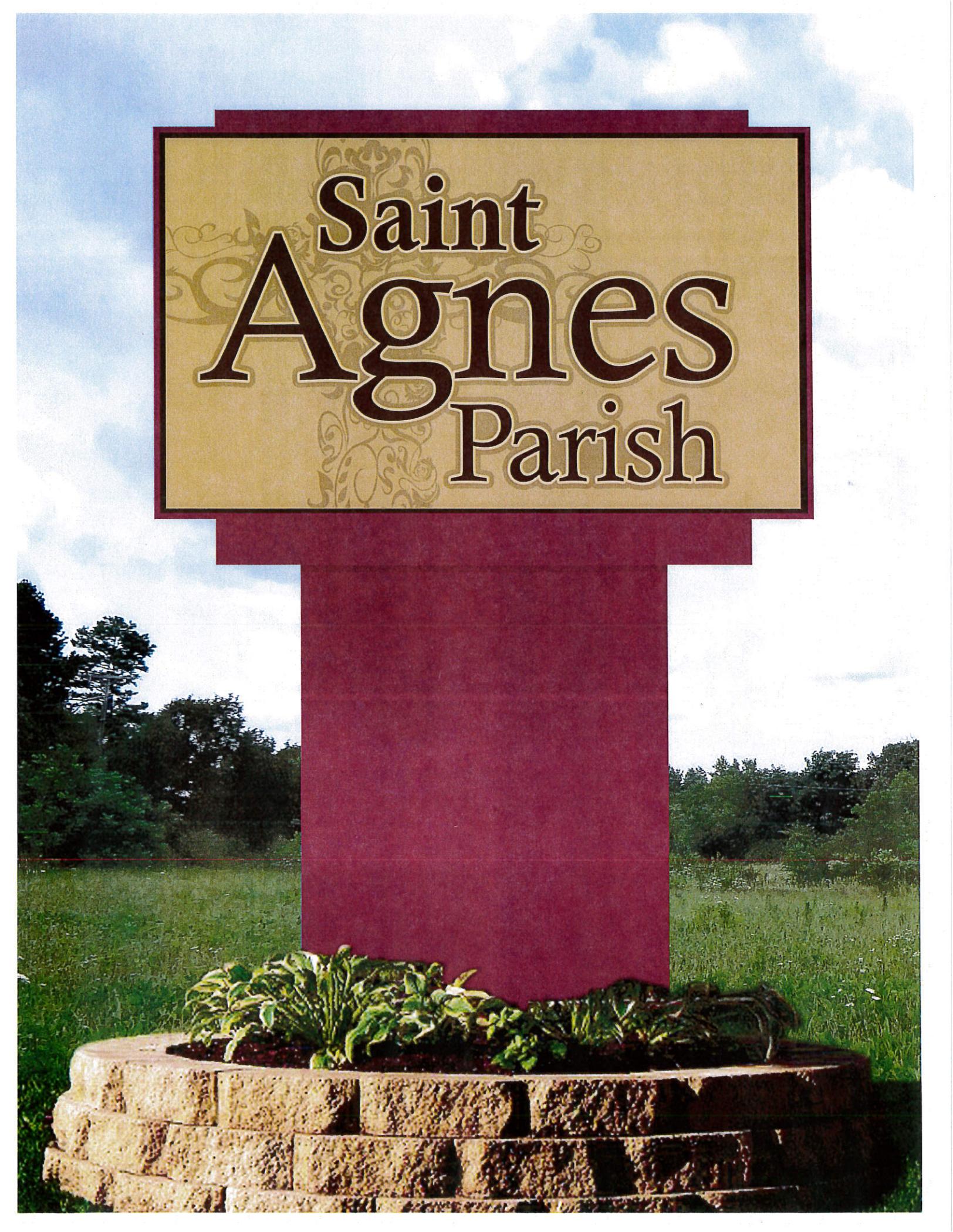
70"



5.8'

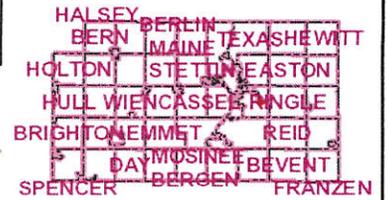
58 sq. ft.

8' TOTAL



Saint  
Agnes  
Parish





- Legend**
- Parcels
  - Land Hooks
  - Section Lines/Numbers
  - Right Of Ways
  - Road Names
  - Named Places
  - Municipalities

58.50 0 58.50 Feet



User\_Defined\_Lambert\_Conformal\_Conic

**DISCLAIMER:** The information and depictions herein are for informational purposes and Marathon County-City of Wausau specifically disclaims accuracy in this reproduction and specifically admonishes and advises that if specific and precise accuracy is required, the same should be determined by procurement of certified maps, surveys, plats, Flood Insurance Studies, or other official means. Marathon County-City of Wausau will not be responsible for any damages which result from third party use of the information and depictions herein or for use which ignores this warning.

**THIS MAP IS NOT TO BE USED FOR NAVIGATION**

**Notes**

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

(a) **For the FP Farmland Preservation, AR Agricultural Residential, and PR Parks and Recreation Zoning Districts.**

1. Permitted Sign Type: Wall Sign
  - a. Maximum Permitted Number per Lot: One sign.
  - b. Maximum Permitted Area per Sign: 48 square feet.
2. Permitted Sign Type: Freestanding Sign (Monument Sign or Arm/Post Sign only)
  - a. Maximum Permitted Number per Lot: One sign.
  - b. Maximum Permitted Area per Sign: 32 square feet for all combined sign faces seen from a single vantage point.
  - c. Maximum Permitted Sign Height: Eight feet.
  - d. Minimum Permitted Sign Setback from All Property Lines: The greater of actual sign height or three feet.

(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 business 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.
2. Permitted Sign Type: Freestanding Sign (Monument, Pylon, or Arm/Post)
  - a. Maximum Permitted Number per Lot: 1 per lot.
  - b. Maximum Permitted Area Per Sign: 48 square feet for all combined sign faces seen at one time, or up to 64 square feet by conditional use permit.
  - c. Maximum Permitted Sign Height: 8 feet, or up to 20 feet by conditional use permit.
  - d. Minimum Permitted Sign Setback from All Property Lines: The greater of actual sign height or 3 feet.

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

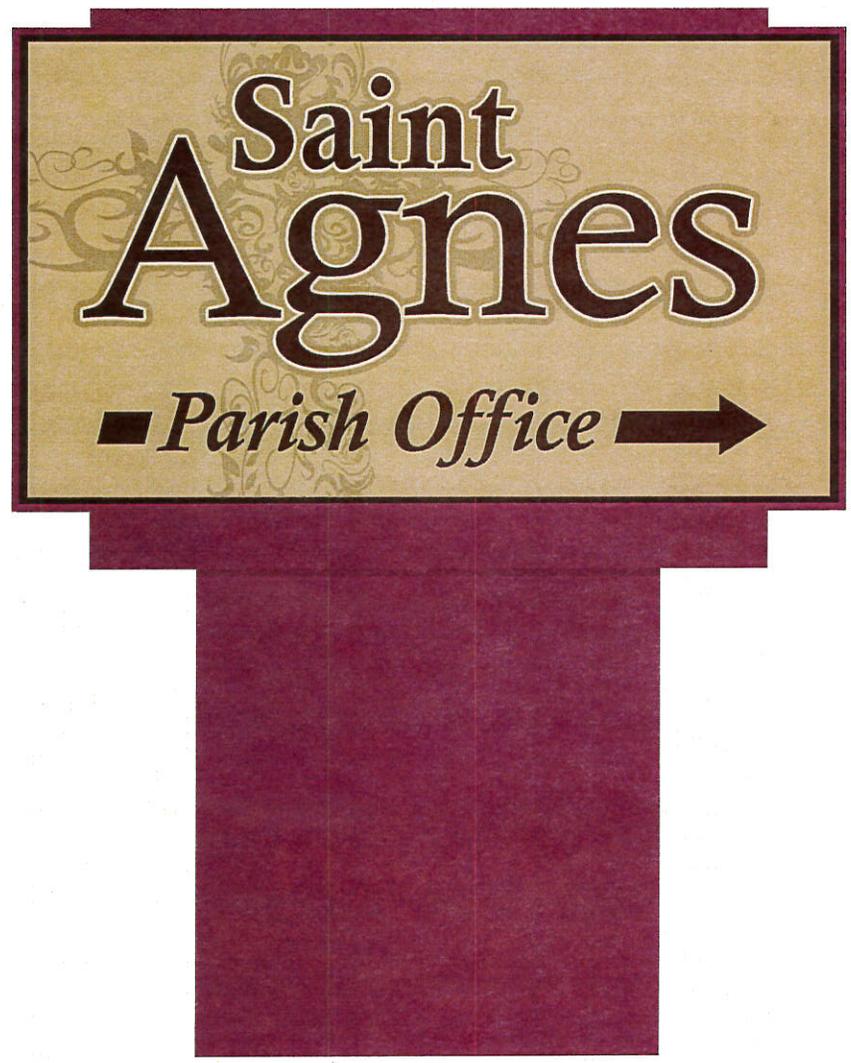
1. Permitted Sign Type: On-Building Sign (Wall, Marquee, or Awning sign).
  - a. Maximum Permitted Area per Sign: One square foot of on-building sign area for every one linear foot of signable wall length (for the subject wall), not to exceed a maximum total sign area of 200 square feet per signable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

9.59 ft

3'

3'

36"



(B)

5' TOTAL

*Sign on west side of church near sidewalk  
Non-lighted / 2 sided*

(C)

*Sign mounted to building to the right of office doors  
Non-lighted / Digital Printed / Laminated*



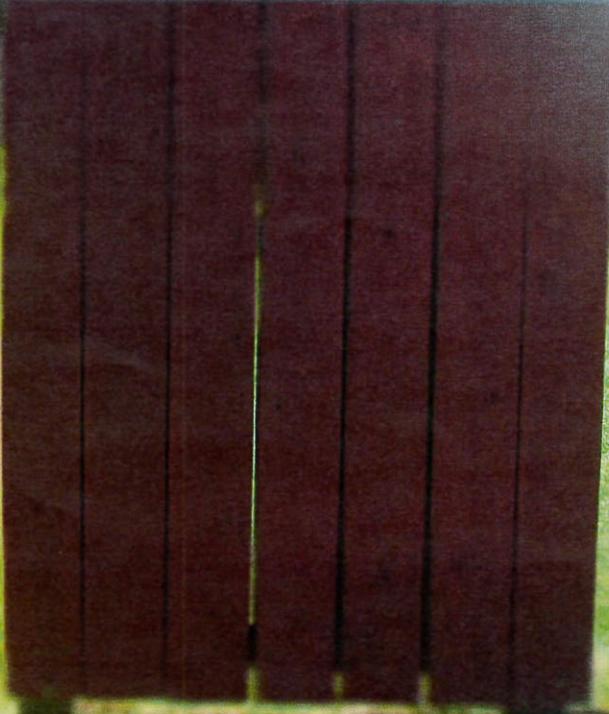
2.67' 32"

54"

4.5'

12.02 sq. ft.

 *Saint Agnes*  
CATHOLIC PARISH  
OFFICE





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

Except for residential uses within non-residential zoning districts (instead see Section 94.13.06), signage within non-residential, agricultural, and PR zoning districts shall be permitted per the following and all other applicable provisions of this Article. Signage standards for the N district are exclusively encompassed in subsection (8).

(1) **Auxiliary Sign.** (such as “open”, business hours, "no trespassing", and required gas pump price signs):

- (a) Permitted Sign Types: Wall Signs, Freestanding Signs.
- (b) Maximum Permitted Number per Lot: Per approved sign plan.
- (c) Maximum Permitted Area per Sign: Combined area of all auxiliary signs on any lot shall not exceed 50 percent of the permitted freestanding or on-building sign area for the lot, whichever is greater.
- (d) Minimum Setback from All Property Lines: For freestanding auxiliary sign, same as for all other freestanding signs in district.

(2) **On-Premise Parking Area and On-Premise Directional Signs.**

- (a) Permitted Sign Types: Wall Signs, Monument Signs, and Arm/post Signs.
- (b) Maximum Permitted Number per Lot: One directional sign for each vehicular entrance/exit, and one parking restrictions/conditions sign for each parking area.
- (c) Maximum Permitted Area per Sign: Nine square feet
- (d) Minimum Setbacks from All Property Lines: Three feet or the height of the sign, whichever is greater.

(3) **On-Premise Group Directional Signs.** Within non-residential developments in which two or more separate establishments, agencies, and/or use areas occupy different buildings or occupy the same building but are accessed from different driveways, parking areas, and/or sides of a building, on-premise directional signage may be combined on a monument sign in accordance with subsections (a) through (e) below. Examples of eligible uses include multi-agency institutional buildings with separate building entrances and parking areas; hospitals with separate entrances or vehicle accommodation areas for distinctive functions (emergency rooms, visitor parking, clinics) or campuses with multiple buildings; sites or business parks with multiple, individual businesses; and large business or industrial principal structures with separate use area entrances (e.g. customer, employees, and/or shipping). Content of such signs shall be limited to destination name/logo and directional arrows or words.

- (a) Permitted Sign Types: Wall Signs, Monument Signs, and Arm/Post Signs.
- (b) Maximum Permitted Number per Lot: One, or as otherwise specified on an approved site plan.
- (c) Maximum Permitted Area per Sign: Five square feet per establishment, agency, or entrance. Area allowance shall not be combined and allotted in a manner that allows the directional sign for a specific destination to exceed five square feet in area. Maximum total area per freestanding Group Directional Sign shall be 50 square feet.
- (d) Maximum Height: Eight feet.
- (e) Minimum Setback from All Property Lines: Three feet or the height of the sign, whichever is greater.

(4) **Sandwich Board/Pedestal Signs.** Per the requirements of Section 94.13.04(6).

(5) **Temporary Signs.** Per the requirements of Section 94.13.08.

(6) **Community Information Signs.** Per the provisions of Section 94.13.04(3).



May 14, 2015

Saint Agnes  
6101 Zinser St.  
Weston, WI 54476

Subject: Exterior Signs

- (A) 6' H x 10' L x 22" W – two-sided lighted sign - Sign frame, roof cap and 8' high pole cover will be formed .080" aluminum. LEDs with Power Supplies, Photo Eye and Switch. 150" thick poly white faces with opaque graphics applied per layout. Lettering will be 50/50 perforated black vinyl. J Bolts and template supplied. Electrical and base by others. Includes Installation of sign on base.
- (B) 3 7' H x 4' L x 12" W – two sided non lit - Sign frame, face, roof cap and 4' high pole cover will be formed .080" aluminum with applied vinyl graphics per layout. J Bolts and template supplied. Base by other. . Includes Installation of sign on base.
- (C) 32" H x 54" L x 2" W – one-sided non lit .080" aluminum sign with applied vinyl graphics per layout. Installed

Sub-Total	\$12,000.00
Sales Tax	\$ <u>  n/a  </u>
TOTAL	\$12,000.00

Approximately 4-6 weeks before completion of job after acceptance of quote. **Permit by owner.**  
If this proposal is acceptable, please sign and **return 50% down**, as authorization to proceed with job. Thank you.

ACCEPTED:

Saint Agnes

By: \_\_\_\_\_ Date: \_\_\_\_\_



# Permit

Permit NO. **SIGN-8-15-6150**

Permit Type: **Sign**

Work Classification: **New**

Permit Status: **Final**

Issue Date: **8/5/2015**

**No Expiration**

<b>Project Address</b> 3105 SCHOFIELD AVE WESTON, WI 54476	<b>Project Name</b> <NONE>	<b>Applicant</b> Molitor Properties LLC
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<b>Parcel Number</b> 19228081730985	<b>Subdivision</b>	<b>Block / Lot</b> 0 / 0	<b>Zoning</b>
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<b>Owner Information</b> Molitor Properties LLC	<b>Address</b> 517 Poplar Lane Hatley, WI 54440	<b>Phone</b>	<b>Cell</b>
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<b>Contractor(s)</b> Wausau Signs	<b>Address</b> 1609 Bovine Circle Wausau WI 54401	<b>Phone</b> (715)675-3302	<b>Cell</b>	<b>Contractor Type</b> Sign
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**Description of Work:** New Wall Sign

**Valuation:**           \$0.00            
**Total Sq Feet:**           72          

**Inspection Request Line:**  
(715) 241 - 2616

**AVAILABLE INSPECTIONS**

<b>Inspection Type:</b>	<b>IVR</b>

**Setbacks:**

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

**FEE SUMMARY**

<b>Fees Due</b>	<b>Amount</b>	<b>Total</b>	<b>Amt Paid</b>	<b>Amt Due</b>
Electric Wiring Fee	\$0.00	<b>\$47.00</b>	<b>\$47.00</b>	<b>\$0.00</b>
New Sign Permit Fee	\$47.00			
<b>Total:</b>	<b>\$47.00</b>	Payment Type: Check / Number: 10566		

**Comments:**

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

Signature of Owner / Applicant / Contractor / \_\_\_\_\_ **August 05, 2015**  
Date

**Jared Wehner**  **August 05, 2015**  
Issued By: Village of Weston, WI Authorized Signature Date

**Customer Copy**



# Permit

Permit NO. **SIGN-8-15-6151**

Permit Type: **Sign**

Work Classification: **New**

Permit Status: **Final**

Issue Date: **8/5/2015**

**No Expiration**

<b>Project Address</b> 3105 SCHOFIELD AVE WESTON, WI 54476	<b>Project Name</b> <NONE>	<b>Applicant</b> Molitor Properties LLC
--	-------------------------------	--

<b>Parcel Number</b> 19228081730985	<b>Subdivision</b>	<b>Block / Lot</b> 0 / 0	<b>Zoning</b>
--	--------------------	-----------------------------	---------------

<b>Owner Information</b> Molitor Properties LLC	<b>Address</b> 517 Poplar Lane Hatley, WI 54440	<b>Phone</b>	<b>Cell</b>
--	---	--------------	-------------

<b>Contractor(s)</b> Wausau Signs	<b>Address</b> 1609 Bovine Circle Wausau WI 54401	<b>Phone</b> (715)675-3302	<b>Cell</b>	<b>Contractor Type</b> Sign
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**Description of Work:** New Wall Sign

**Valuation:** \$0.00

**Total Sq Feet:** 66

**Inspection Request Line:**  
(715) 241 - 2616

### AVAILABLE INSPECTIONS

<b>Inspection Type:</b>	IVR

### Setbacks:

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

### FEE SUMMARY

Fees Due	Amount	Total	Amt Paid	Amt Due
Electric Wiring Fee	\$50.00	<b>\$91.00</b>	<b>\$91.00</b>	<b>\$0.00</b>
New Sign Permit Fee	\$41.00			
<b>Total:</b>	<b>\$91.00</b>	Payment Type: Check / Number: 10566		

### Comments:

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

Signature of Owner / Applicant / Contractor / \_\_\_\_\_ Date **August 05, 2015**

**Jared Wehner**  
Issued By: Village of Weston, WI

*Jared Wehner*  
Authorized Signature

**August 05, 2015**  
Date

**Customer Copy**



# Permit

Permit NO. **SIGN-8-15-6152**

Permit Type: **Sign**

Work Classification: **Face Replacement Exis**

Permit Status: **Final**

Issue Date: **8/5/2015**

**No Expiration**

<b>Project Address</b> 3105 SCHOFIELD AVE WESTON, WI 54476	<b>Project Name</b> <NONE>	<b>Applicant</b> Molitor Properties LLC
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<b>Parcel Number</b> 19228081730985	<b>Subdivision</b>	<b>Block / Lot</b> 0 / 0	<b>Zoning</b>
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<b>Owner Information</b> Molitor Properties LLC	<b>Address</b> 517 Poplar Lane Hatley, WI 54440	<b>Phone</b>	<b>Cell</b>
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<b>Contractor(s)</b> Wausau Signs	<b>Address</b> 1609 Bovine Circle Wausau WI 54401	<b>Phone</b> (715)675-3302	<b>Cell</b>	<b>Contractor Type</b> Sign
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**Description of Work:** New Wall Sign

**Valuation:**           \$0.00          

**Total Sq Feet:**           66          

**Inspection Request Line:**  
(715) 241 - 2616

**AVAILABLE INSPECTIONS**

<b>Inspection Type:</b>	<b>IVR</b>

**Setbacks:**

Front:       ft.   Rear:       ft.

Left:        ft.   Right:       ft.

**FEE SUMMARY**

<b>Fees Due</b>	<b>Amount</b>	<b>Total</b>	<b>Amt Paid</b>	<b>Amt Due</b>
Electric Wiring Fee	\$0.00			
New Sign Permit Fee	\$0.00		\$0.00	
<b>Total:</b>	<b>\$0.00</b>			

Payment Type:

**Comments:**

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

Signature of Owner / Applicant / Contractor / \_\_\_\_\_ Date **August 05, 2015**

**Jared Wehner** \_\_\_\_\_ Date **August 05, 2015**  
Issued By: Village of Weston, WI Authorized Signature

**Customer Copy**

**Permanent Sign**

Permit

Village of Weston

Date: 06/22/2015

Permit #: SIGN-8-15-6150, 6151 AND 6152

Payment Type:  Cash  Check 10566

**FULL COMPLETION OF THIS FORM IS REQUIRED FOR PROCESSING**



5500 Schofield Ave  
Weston, WI 54476

-- PLEASE USE THE ONLINE FILLABLE PDF --

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

			<b>NO FEE</b>	
<input type="checkbox"/>	Face Replacement (Existing Business Only. No change in sign size or location)			
<input checked="" type="checkbox"/>	Wall Sign(s)	\$25.00 +\$1.00/ft <sup>2</sup> over 50ft <sup>2</sup> per sign	\$ <u>88.00</u>	[44/4461]
<input type="checkbox"/>	Freestanding Sign(s)	\$50.00 +\$1.00/ft <sup>2</sup> over 50ft <sup>2</sup> per sign	\$ _____	[44/4462]
<input checked="" type="checkbox"/>	Electrical Inspection: <i>New Only</i>	\$50.00 per sign	\$ <u>50.00</u>	[44/4463]
<input type="checkbox"/>	Sandwich Board/Pedestal Sign	\$25.00 – one sign per business	\$ <u>25.00</u>	[44/4464]
<input type="checkbox"/>	Panel Replacement in a Development Sign	\$25.00 per business	\$ <u>25.00</u>	[44/4465]
<b>TOTAL FEE:</b>			\$ <u>138.00</u>	

**APPLICANT INFORMATION**

**Business Name:** Auto Select **Contact Name:** Mike Molitor  
**Business Owner:** Mike Molitor **Project Address:** 3103 Schofield Ave  
**Mailing Address:** 3103 Schofield Ave  
Weston, WI 54476 **Phone:** (715) 241-0007  
**Website:** autoselectonline.com **Email:** auto.select@frontier.com

**Property Owner:** Mike Molitor **Contact Name:** Molitor Properties LLC  
**Mailing Address:** 517 Poplar Lane **Phone:** (715) 446-3086  
Hatley, WI 54440 **Email:** auto.select@frontier.com

**Property Zone:** B3- GENERAL BUSINESS w/ D-CC OVERLAY

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

**CONTRACTOR INFORMATION**

**Sign Contractor:** Wausau Signs, Inc **Contact Name:** Andy Budnick  
**Address:** 1609 Bovine Ln **Phone:** (715) 675-3302  
Wausau, WI 54401 **Email:** wausausigns@aol.com

**COSTS OF PROJECT**

Sign 1: \$ \_\_\_\_\_ Sign 2: \$ \_\_\_\_\_  
 Sign 3: \$ \_\_\_\_\_ Sign 4: \$ \_\_\_\_\_

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### SITE PLAN REQUIRED

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

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

#### FOR PROPERTIES ADJACENT TO STATE HIGHWAY 29:

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

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

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### DIAGRAM(S) REQUIRED

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

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

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### EXISTING SIGNS

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

- How many signs are existing on the subject property? 3
- Has the specifications of each existing sign been attached?  Yes  No  N/A
- Has the picture of each existing sign been attached?  Yes  No  N/A

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### BASIS FOR GRANTING AND ISSUANCE

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- Has the applicant reviewed [ARTICLE 13](#) prior to submitting this application?  Yes  No

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

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

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

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### REIMBURSEMENT FOR DEVELOPMENT REVIEW SERVICES

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

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

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

### STATEMENTS OF UNDERSTANDING AND SIGNATURES

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

  
Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Property Owner     Contractor



FRONT OF BUILDING



EAST SIDE OF BUILDING



WEST SIDE OF BUILDING

LAYOUT 1 2 3 4 5 6 Wausau Signs will produce one original layout and one revised layout per sign order at no cost to the customer. Anything thereafter will include a fee of \$60.00 per hour.

Customer:	
Company:	<b>Auto Select</b>
Address:	
City/State:	<b>Weston, WI</b> ZIP:
Phone:	
Email:	

Customer Approval/Date: \_\_\_\_\_

Notice: Prints are the exclusive property of Wausau Signs. Any unauthorized use or duplication of this print will result in a \$1,000 charge. Any and all costs of collection, including attorney's fees, administrative fees, interest fees and any others shall be paid by the customer.



Ph. (715) 675-3302  
 Email: wausausigns@aol.com

Job No.:	Date:
Order Date:	7/16/2015
Sign Dimensions:	Salesperson:
	Estimate:
	\$

Comments:  
**Single side internally illuminated**

STAFF REVIEW

PIN: 19228081730985 Zoning: B3 w/ D-CC Overlay  Village  ETZ

Filed After the Fact:  Yes  No Fine Imposed:  Yes  No Amount: \$0.00

Sign 1 Specification:

Permit No.: SIGN-8-15-6150

Width: 12' Height: 6'  Single  Double Total Square Feet: 72

Total Height: UNKNOWN Sign Type: WALL Setbacks: N/A

Value: UNKNOWN Illuminated:  Yes  No Type: FLUORESCENT

Sign meets requirements?  Yes  No  Conforming  Legally Non-Conforming

Conditions/Modifications for approval: NONE.

Sign 2 Specification:

Permit No.: SIGN-8-15-6151

Width: 12' Height: 5.5'  Single  Double Total Square Feet: 66

Total Height: UNKNOWN Sign Type: WALL Setbacks: N/A

Value: UNKNOWN Illuminated:  Yes  No Type: FLUORESCENT

Sign meets requirements?  Yes  No  Conforming  Legally Non-Conforming

Conditions/Modifications for approval: NONE

Sign 3 Specification:

Permit No.: SIGN-8-15-6152

Width: 9.92' Height: 4.04'  Single  Double Total Square Feet: 40.08

Total Height: UNKNOWN Sign Type: WALL Setbacks: N/A

Value: UNKNOWN Illuminated:  Yes  No Type: FLUORESCENT

Sign meets requirements?  Yes  No  Conforming  Legally Non-Conforming

Conditions/Modifications for approval: NONE

Sign 4 Specification:

Permit No.:

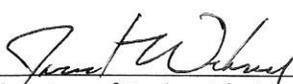
Width: Height:  Single  Double Total Square Feet:

Total Height: Sign Type: Setbacks:

Value: Illuminated:  Yes  No Type:

Sign meets requirements?  Yes  No  Conforming  Legally Non-Conforming

Conditions/Modifications for approval:

  
Signature of Zoning Administer or Designee

8/5/2015  
Date

Permit Number(s) SIGN-8-15-6150, 6151 and 6152  Approved  Denied



# Permit

Permit NO. **SIGN-8-15-6176**

Permit Type: **Sign**

Work Classification: **Face Replacement New**

Permit Status: **Final**

Issue Date: **8/10/2015**

**No Expiration**

<b>Project Address</b> 7701 SCHOFIELD AVE WESTON, WI 54476	<b>Project Name</b> <NONE>	<b>Applicant</b> Playful Paw's LLC
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<b>Parcel Number</b> 19228082320962	<b>Subdivision</b>	<b>Block / Lot</b> 0 / 0	<b>Zoning</b> B-3
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<b>Owner Information</b> Landscaping Experts LLC	<b>Address</b> 3808 Sell Street E Wausau, WI 54403	<b>Phone</b> (715)842-0619	<b>Cell</b>
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<b>Contractor(s)</b> Wausau Signs	<b>Address</b> 1609 Bovine Circle Wausau WI 54401	<b>Phone</b> (715)675-3302	<b>Cell</b>	<b>Contractor Type</b> Sign
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**Description of Work:** Replacing sign face - new business.

**Valuation:**           \$1,500.00          

**Total Sq Feet:**           108.33          

**Inspection Request Line:**  
(715) 241 - 2616

**AVAILABLE INSPECTIONS**

<b>Inspection Type:</b>	IVR

**Setbacks:**

Front:           ft.   Rear:           ft.

Left:           ft.   Right:           ft.

**FEE SUMMARY**

<b>Fees Due</b>	<b>Amount</b>	<b>Total</b>	<b>Amt Paid</b>	<b>Amt Due</b>
Face Replacement Sign Permit Fee New E	\$108.33	\$108.33	\$108.33	<b>\$0.00</b>
<b>Total:</b>	<b>\$108.33</b>			

Payment Type: Cash

**Comments:** Legally non-conforming due to setbacks. Setbacks shall be a minimum distance qualling the height of said sign.

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

Signature of Owner / Applicant / Contractor / \_\_\_\_\_ Date **August 10, 2015**

**Jared Wehner** \_\_\_\_\_ Date **August 10, 2015**  
Issued By: Village of Weston, WI *Jared Wehner* Authorized Signature

**Customer Copy**

**Permanent Sign Permit**

Permit #: SIGN-8-15-6176



Village of Weston  
Date: 8/6/15

Payment Type:  Cash SW  Check \_\_\_\_\_

FULL COMPLETION OF THIS FORM IS REQUIRED FOR PROCESSING

5500 Schofield Ave  
Weston, WI 54476

-- PLEASE USE THE ONLINE FILLABLE PDF --

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

<input type="checkbox"/>	Face Replacement (Existing Business Only. No change in sign size or location)		<b>NO FEE</b>	
<input type="checkbox"/>	Wall Sign(s)	\$25.00 +\$1.00/ft <sup>2</sup> over 50ft <sup>2</sup> per sign	\$ _____	[44/4461]
<input checked="" type="checkbox"/>	Freestanding Sign(s)	\$50.00 +\$1.00/ft <sup>2</sup> over 50ft <sup>2</sup> per sign	\$ <u>108.33</u>	[44/4462]
<input type="checkbox"/>	Electrical Inspection: <i>New Only</i>	\$50.00 per sign	\$ _____	[44/4463]
<input checked="" type="checkbox"/>	Sandwich Board/Pedestal Sign	\$25.00 – one sign per business	\$ <u>25.00</u>	[44/4464]
<input type="checkbox"/>	Panel Replacement in a Development Sign	\$25.00 per business	\$ <u>25.00</u>	[44/4465]
<b>TOTAL FEE:</b>			\$ <u>108.33</u>	

**APPLICANT INFORMATION**

Business Name: Play Sol Paws Contact Name: Michael Fink  
 Business Owner: Michael Fink Project Address: \_\_\_\_\_  
 Mailing Address: 7761 Schofield Av \_\_\_\_\_  
Weston WI 54476 Phone: 715 432 6810  
 Website: NA Email: Mikep.fink@gmail.com

Property Owner: Land ART Contact Name: Tom Jones  
 Mailing Address: 3808 Sell St Phone: 715 842 0619  
Wausau WI Email: \_\_\_\_\_  
 Property Zone: B3

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

**CONTRACTOR INFORMATION**

Sign Contractor: Wausau Sign Contact Name: Andy  
 Address: 1609 Porine Ln Phone: 715 675 3302  
Wausau WI 54403 Email: \_\_\_\_\_

**COSTS OF PROJECT**

Sign 1: \$ 1500.00 Sign 2: \$ \_\_\_\_\_  
 Sign 3: \$ \_\_\_\_\_ Sign 4: \$ \_\_\_\_\_

**SITE PLAN REQUIRED**

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

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

**FOR PROPERTIES ADJACENT TO STATE HIGHWAY 29:**

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

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

**DIAGRAM(S) REQUIRED**

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

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

**EXISTING SIGNS**

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

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

**BASIS FOR GRANTING AND ISSUANCE**

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

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

NO

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

NO

### REIMBURSEMENT FOR DEVELOPMENT REVIEW SERVICES

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

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

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

### STATEMENTS OF UNDERSTANDING AND SIGNATURES

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

*[Handwritten Signature]*

*[Handwritten Date: 8/5/15]*

Signature of Applicant

Date

Property Owner     Contractor

**STAFF REVIEW**

PIN: 19228082320962 Zoning: B-3 General Business  Village  ETZ  
Filed After the Fact:  Yes  No Fine Imposed:  Yes  No Amount: \$0.00

**Sign 1 Specification:**

Permit No.: SIGN-8-15-6176

Width: 10' Height: 5.42'  Single  Double Total Square Feet: 108.33  
Total Height: 19' Sign Type: Pylon Setbacks: 5'  
Value: \$1500.00 Illuminated:  Yes  No Type: N/A  
Sign meets requirements?  Yes  No  Conforming  Legally Non-Conforming  
Conditions/Modifications for approval: Sign is legally non-conforming due to setbacks. Setbacks shall be a minimum distance equaling the height of said sign.

**Sign 2 Specification:**

Permit No.: \_\_\_\_\_

Width: \_\_\_\_\_ Height: \_\_\_\_\_  Single  Double Total Square Feet: \_\_\_\_\_  
Total Height: \_\_\_\_\_ Sign Type: \_\_\_\_\_ Setbacks: \_\_\_\_\_  
Value: \_\_\_\_\_ Illuminated:  Yes  No Type: \_\_\_\_\_  
Sign meets requirements?  Yes  No  Conforming  Legally Non-Conforming  
Conditions/Modifications for approval: \_\_\_\_\_

**Sign 3 Specification:**

Permit No.: \_\_\_\_\_

Width: \_\_\_\_\_ Height: \_\_\_\_\_  Single  Double Total Square Feet: \_\_\_\_\_  
Total Height: \_\_\_\_\_ Sign Type: \_\_\_\_\_ Setbacks: \_\_\_\_\_  
Value: \_\_\_\_\_ Illuminated:  Yes  No Type: \_\_\_\_\_  
Sign meets requirements?  Yes  No  Conforming  Legally Non-Conforming  
Conditions/Modifications for approval: \_\_\_\_\_

**Sign 4 Specification:**

Permit No.: \_\_\_\_\_

Width: \_\_\_\_\_ Height: \_\_\_\_\_  Single  Double Total Square Feet: \_\_\_\_\_  
Total Height: \_\_\_\_\_ Sign Type: \_\_\_\_\_ Setbacks: \_\_\_\_\_  
Value: \_\_\_\_\_ Illuminated:  Yes  No Type: \_\_\_\_\_  
Sign meets requirements?  Yes  No  Conforming  Legally Non-Conforming  
Conditions/Modifications for approval: \_\_\_\_\_

  
Signature of Zoning Administer or Designee

8/10/2015  
Date

Permit Number(s) SIGN-8-15-6176

Approved  Denied

10'



**Playful Paws**  
DAYCARE GROOMING BOARDING TRAINING

19'

**NOW OPEN!  
GREAT IN-STORE  
SPECIALS**

NON lighted  
650 square ft  
PYLON

LAYOUT 1 2 3 4 5 6

Wausau Signs will produce one original layout and one revised layout per sign order at no cost to the customer. Anything thereafter will include a fee of \$60.00 per hour.

<p>Customer:</p> <p>Company: <b>Playful Paws</b></p> <p>Address: <b>7701 Schofield Ave</b></p> <p>City/State: <b>Weston, WI</b> ZIP:</p> <p>Phone: <b>715-432-6810</b></p> <p>Email: <b>mikefink@gmail.com</b></p>	<p>Customer Approval/Date: _____</p> <p style="font-size: 0.7em;">Notice: Prints are the exclusive property of Wausau Signs. Any unauthorized use or duplication of this print will result in a \$1,000 charge. Any and all costs of collection, including attorney's fees, administrative fees, interest fees and any others shall be paid by the customer.</p> <div style="text-align: center;">  <p>Ph. (715) 675-3302 Email: wausausigns@aol.com</p> </div>	<p>Job No. _____ Date: <b>7/13/2015</b></p> <p>Order Date _____ Salesperson: <b>Andy Budnick</b></p> <p>Sign Dimensions: <b>65" high 120" wide</b> Estimate \$ <b>1500.-</b></p> <p>Comments: <b>Two sided sign</b></p>
--	--	---

Schofield Ave

75'

30'

5' FROM ROW

PYLON

19' High x 10' wide

80'

fence area

Current Building

(Formally Noah's Bark)

57'

8'

fence

fence 5'  
10'

Parking

Hoop House

13'

Storage unit

25'

Storage unit

Storage unit

52'

Citro

Coke



Wausau Signs, Inc. - For A Better Image  
BEFORE PROJECT WILL BEGIN THIS CONTRACT MUST BE SIGNED, DATED AND 50% DOWN

# Estimate

July 16, 2015

Submitted to:

Playful Paws  
7701 Schofield Ave  
Weston, WI 54476

Phone: (715) 432-6810  
Cell: (715)  
e-mail:mikepfink@gmail.com

### PROPOSAL

Manufacture two 65" high by 120" wide single side aluminum signs to read: "Playful Paws Daycare, Grooming, Boarding, Training" as layout provided by Wausau Signs..... \$1050.00

Install sign on existing structure in Weston, WI..... \$375.00

Investment	\$ 1425.00
Tax	\$ 78.38
Total	\$ 1503.38
50% Down	\$ 751.69

### CONDITIONS OF CONTRACT

- \*Sign and date proposal before project will begin.
- \*50% down will be required before proceeding with job. Remainder due upon completion of job.
- \*If not accepted within thirty (30) days, this proposal may be withdrawn by WAUSAU SIGNS, INC
- \*WAUSAU SIGNS, INC. is not responsible for electrical to signs
- \*Any additional or unforeseen work caused by others will be an added expense in addition to this estimate.
- \*Customer responsible for any and all sign permits
- \*Any delinquent accounts must be paid in full before new project will begin.
- \*Finance charges are computed at 1.5% per month (18% annually) and will be the responsibility of the customer.
- \*Any and all costs of collection, including attorney's fees, shall be paid by the customer. Collection action may be taken after 60 days of unsatisfied balances. If balance is not satisfied, WAUSAU SIGNS, INC. has the right to enter property to remove signage pertaining to delinquent accounts. Re-installation will be at an additional cost.
- \*Signage provided within this proposal shall remain property of Wausau Signs, Inc. until paid in full.
- \*Payment plans are not available through Wausau Signs, Inc. Payment is due in full only payable to: Wausau Signs, Inc. It is the customers responsibility to seek payment plan options through their financial institute.

### ACCEPTANCE

Client Authorization:  \_\_\_\_\_ Date: \_\_\_\_\_  
I have read, understand and agree to all conditions of this contract

WAUSAU SIGNS, INC. Representative: Andy Budnick



  
**Noun's Bark**  
SEKARA LLC DBA 359-2100

[Blank sign panel]



# Permit

Permit NO. **SIGN-8-15-6187**

Permit Type: **Sign**

Work Classification: **New**

Permit Status: **Final**

Issue Date: **8/13/2015**

**No Expiration**

<b>Project Address</b> 7102 ZINSER ST WESTON, WI 54476	<b>Project Name</b> <NONE>	<b>Applicant</b> ADC Custom Products, LLC.
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<b>Parcel Number</b> 19228082330960	<b>Subdivision</b>	<b>Block / Lot</b> 0 / 0	<b>Zoning</b> G1
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<b>Owner Information</b> Zinser LLC	<b>Address</b> 710 Azalea Drive Chandler, AZ 58248	<b>Phone</b>	<b>Cell</b>
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<b>Contractor(s)</b> D & L Signs	<b>Address</b> 5307 Fuller Street Weston WI 54476	<b>Phone</b> (715)359-8846	<b>Cell</b>	<b>Contractor Type</b> Sign
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**Description of Work:** New Wall Sign

**Valuation:**           \$350.00          

**Total Sq Feet:**           15          

**Inspection Request Line:**  
(715) 241 - 2616

**AVAILABLE INSPECTIONS**

<b>Inspection Type:</b>	<b>IVR</b>

**Setbacks:**

Front:       ft.   Rear:       ft.

Left:       ft.   Right:       ft.

**FEE SUMMARY**

<b>Fees Due</b>	<b>Amount</b>	<b>Total</b>	<b>Amt Paid</b>	<b>Amt Due</b>
Electric Wiring Fee	\$50.00	<b>\$75.00</b>	<b>\$75.00</b>	<b>\$0.00</b>
New Sign Permit Fee	\$25.00			
<b>Total:</b>	<b>\$75.00</b>	Payment Type: Check / Number: 7515		

**Comments:**

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

Signature of Owner / Applicant / Contractor / \_\_\_\_\_ **August 13, 2015**  
Date

**Jared Wehner**  \_\_\_\_\_ **August 13, 2015**  
Issued By: Village of Weston, WI Authorized Signature Date

**Customer Copy**

**Permanent Sign**

Permit

Permit #: \_\_\_\_\_

Village of Weston

Payment Type:  Cash  Check 7515

Date: 8-13-15

**FULL COMPLETION OF THIS FORM IS REQUIRED FOR PROCESSING**



5500 Schofield Ave  
Weston, WI 54476

-- PLEASE USE THE ONLINE FILLABLE PDF --

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

<input type="checkbox"/>	Face Replacement (Existing Business Only. No change in sign size or location)		<b>NO FEE</b>	
<input checked="" type="checkbox"/>	Wall Sign(s)	\$25.00 +\$1.00/ft <sup>2</sup> over 50ft <sup>2</sup> per sign	\$ 25.00	[44/4461]
<input type="checkbox"/>	Freestanding Sign(s)	\$50.00 +\$1.00/ft <sup>2</sup> over 50ft <sup>2</sup> per sign	\$ _____	[44/4462]
<input checked="" type="checkbox"/>	Electrical Inspection: <i>New Only</i>	\$50.00 per sign	\$ 50.00	[44/4463]
<input type="checkbox"/>	Sandwich Board/Pedestal Sign	\$25.00 – one sign per business	\$ 25.00	[44/4464]
<input type="checkbox"/>	Panel Replacement in a Development Sign	\$25.00 per business	\$ 25.00	[44/4465]
			<b>TOTAL FEE:</b>	\$ 75.00

**APPLICANT INFORMATION**

**Business Name:** ADC **Contact Name:** \_\_\_\_\_

**Business Owner:** Jo Yelle **Project Address:** \_\_\_\_\_

**Mailing Address:** 7102 Zinser St.  
Weston, WI 54476 **Phone:** (715) 359-8338

**Website:** www.adc-customproducts.com **Email:** jyelle@adc-customproducts.com

**Property Owner:** Tony Morice **Contact Name:** Tony Morice

**Mailing Address:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

Property Zone: GI - GENERAL INDUSTRIAL

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

**CONTRACTOR INFORMATION**

**Sign Contractor:** D&L Signs, Inc. **Contact Name:** Kirk Reimann

**Address:** 5307 Fuller St. **Phone:** (715) 359-8846

Schofield, WI 54476 **Email:** dlsigns@dwave.net

**COSTS OF PROJECT**

Sign 1: \$ 350 Sign 2: \$ \_\_\_\_\_

Sign 3: \$ \_\_\_\_\_ Sign 4: \$ \_\_\_\_\_

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## SITE PLAN REQUIRED

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

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

### FOR PROPERTIES ADJACENT TO STATE HIGHWAY 29:

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

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

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## DIAGRAM(S) REQUIRED

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

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

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## EXISTING SIGNS

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

How many signs are existing on the subject property? 0  
Has the specifications of each existing sign been attached?  Yes  No  N/A  
Has the picture of each existing sign been attached?  Yes  No  N/A

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## BASIS FOR GRANTING AND ISSUANCE

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Has the applicant reviewed [ARTICLE 13](#) prior to submitting this application?  Yes  No

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

yes

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

no

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

NA

**REIMBURSEMENT FOR DEVELOPMENT REVIEW SERVICES**

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

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

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

**STATEMENTS OF UNDERSTANDING AND SIGNATURES**

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

  
Signature of Applicant

08/13/2015  
Date

Property Owner     Contractor

Illuminated Wall Sign  
15 sq Ft.



**D&L Signs** INC  
A Full Service Sign Company Since 1971

Note: This artwork is the sole property of D&L Signs. NO use of this design, or part of, is permitted by anyone other than D&L Signs. Anyone using this design, or part of, for any reason including replicating or building will be charged and agrees to pay \$1000.00 design fee. The below has read this agreement.

X

Designer: \_\_\_\_\_

Approved By: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

STAFF REVIEW

PIN: 19228082330960 Zoning: GI- GENERAL INDUSTRIAL [X] Village [ ] ETZ
Filed After the Fact: [X] Yes [ ] No Fine Imposed: [X] Yes [ ] No Amount: \$0.00

Sign 1 Specification:

Permit No.: SIGN-8-15-6187

Width: 5' Height: 3' [ ] Single [ ] Double Total Square Feet: 15'
Total Height: 16' Sign Type: WALL Setbacks: N/A
Value: \$350.00 Illuminated: [X] Yes [ ] No Type: UNKNOWN
Sign meets requirements? [X] Yes [ ] No [ ] Conforming [ ] Legally Non-Conforming
Conditions/Modifications for approval: NONE

Sign 2 Specification:

Permit No.:

Width: Height: [ ] Single [ ] Double Total Square Feet:
Total Height: Sign Type: Setbacks:
Value: Illuminated: [ ] Yes [ ] No Type:
Sign meets requirements? [ ] Yes [ ] No [ ] Conforming [ ] Legally Non-Conforming
Conditions/Modifications for approval:

Sign 3 Specification:

Permit No.:

Width: Height: [ ] Single [ ] Double Total Square Feet:
Total Height: Sign Type: Setbacks:
Value: Illuminated: [ ] Yes [ ] No Type:
Sign meets requirements? [ ] Yes [ ] No [ ] Conforming [ ] Legally Non-Conforming
Conditions/Modifications for approval:

Sign 4 Specification:

Permit No.:

Width: Height: [ ] Single [ ] Double Total Square Feet:
Total Height: Sign Type: Setbacks:
Value: Illuminated: [ ] Yes [ ] No Type:
Sign meets requirements? [ ] Yes [ ] No [ ] Conforming [ ] Legally Non-Conforming
Conditions/Modifications for approval:

Signature of Zoning Administrator or Designee

8/13/2015
Date

Permit Number(s) SIGN-8-15-6187

[X] Approved [ ] Denied

**STAFF TIME TABLE CHECKLIST**

- Pre-application conference with Planning and Development Department Staff (optional).**  
Date: \_\_\_\_\_ Participants: \_\_\_\_\_
  
- Application and required plans filed with the Village.**  
Date: 8/13/2015 Received by: JW
  
- Application fee received by Village.**  
Date: " " Received by: " "
  
- Application and submitted plans verified as being complete.**  
Date: " " Reviewed by: " "
  
- Determination by Zoning Administrator as to whether requested sign requires approval or recommendation from another body under the zoning ordinance (e.g., conditional use permit, site plan approval). (Skip if N/A)**  
Review Authority: \_\_\_\_\_ Meeting Date: \_\_\_\_\_  
  
Action Taken:  Approved as presented  Approved with modifications  Denied
  
- Zoning Administrator (or designee) action.** Designee: JARED WEHNER  
Date: " " Action Taken:  Approved as presented  Approved with modifications  Denied
  
- Building Inspector electrical inspection.**  
Date: " " Inspection:  Pass  Requires Re-inspection  Denied
  
- Applicant notified of decision.**  
Date: " " Sent by: " "
  
- Attached in Smart Search.**  
Date: " " Attached by: " "
  
- Attached and closed in Beehive.**  
Date: " " Closed by: " "



# Permit

Permit NO. **SIGN-8-15-6205**

Permit Type: **Sign**

Work Classification: **New**

Permit Status: **Final**

Issue Date: **8/21/2015**

**No Expiration**

<b>Project Address</b> 5906 HILGEMANN ST WESTON, WI 54476	<b>Project Name</b> <NONE>	<b>Applicant</b> Mystic's, LLC
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<b>Parcel Number</b> 19228081640123	<b>Subdivision</b>	<b>Block / Lot</b> 0 / 0	<b>Zoning</b> M-1
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<b>Owner Information</b>	<b>Address</b>	<b>Phone</b>	<b>Cell</b>
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<b>Contractor(s)</b> Finishing Touch Signs	<b>Address</b> 723 72nd Avenue Wausau WI 54401	<b>Phone</b> (715)845-0500	<b>Cell</b>	<b>Contractor Type</b> Sign
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**Description of Work:** New wall sign

**Valuation:**           \$0.00          

**Total Sq Feet:**           18.38          

**Inspection Request Line:**  
(715) 241 - 2616

**AVAILABLE INSPECTIONS**

<b>Inspection Type:</b>	<b>IVR</b>
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**Setbacks:**

Front:           ft.   Rear:           ft.

Left:           ft.   Right:           ft.

**FEE SUMMARY**

<b>Fees Due</b>	<b>Amount</b>	<b>Total</b>	<b>Amt Paid</b>	<b>Amt Due</b>
Electric Wiring Fee	\$50.00	<b>\$75.00</b>	<b>\$75.00</b>	<b>\$0.00</b>
New Sign Permit Fee	\$25.00			
<b>Total:</b>	<b>\$75.00</b>	Payment Type: Check / Number: 7060		

**Comments:**

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

Signature of Owner / Applicant / Contractor / \_\_\_\_\_ Date **August 21, 2015**

**Jared Wehner** \_\_\_\_\_ **August 21, 2015**  
Issued By: Village of Weston, WI Authorized Signature Date

**Customer Copy**

# Permanent Sign

Permit

Village of Weston

Date: 8/21/2015

Permit #: SIGN-8-15-6205

Payment Type:  Cash  Check 7060

**FULL COMPLETION OF THIS FORM IS REQUIRED FOR PROCESSING**



5500 Schofield Ave  
Weston, WI 54476

-- PLEASE USE THE ONLINE FILLABLE PDF --

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

<input type="checkbox"/>	Face Replacement (Existing Business Only. No change in sign size or location)		<b>NO FEE</b>	
<input checked="" type="checkbox"/>	Wall Sign(s)	\$25.00 + \$1.00/ft <sup>2</sup> over 50ft <sup>2</sup> per sign	\$ <u>25.00</u>	[44/4461]
<input type="checkbox"/>	Freestanding Sign(s)	\$50.00 + \$1.00/ft <sup>2</sup> over 50ft <sup>2</sup> per sign	\$ _____	[44/4462]
<input type="checkbox"/>	Electrical Inspection: <i>New Only</i>	\$50.00 per sign	\$ <u>50.00</u>	[44/4463]
<input type="checkbox"/>	Sandwich Board/Pedestal Sign	\$25.00 – one sign per business	\$ _____	[44/4464]
<input type="checkbox"/>	Panel Replacement in a Development Sign	\$25.00 per business	\$ _____	[44/4465]
			<b>TOTAL FEE:</b>	\$ <u>75.00</u>

## APPLICANT INFORMATION

Business Name: Mystic's

Contact Name: Tricia

Business Owner: Tricia

Project Address: 5906 Hilgman Rd

Mailing Address: 6524 Country Rd C  
Hatley, WI 54440

Weston, WI 54476

Phone: (715) 870-2900

Website: \_\_\_\_\_

Email: mystics.llc@gmail.com

Property Owner: Tricia

Contact Name: Tricia

Mailing Address: 6524 County Rd C  
Hatley, WI 54440

Phone: 715-870-2900

Email: mystics.llc@gmail.com

Property Zone: B-3 - General Business ▼

- Current Use of Property: (Check all that apply)
- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Multiple Family Residential | <input checked="" type="checkbox"/> Mixed Commercial/Residential | <input type="checkbox"/> Office        |
| <input type="checkbox"/> Retail/Services             | <input type="checkbox"/> Industrial/Manufacturing                | <input type="checkbox"/> Institutional |
| <input type="checkbox"/> Parking                     | <input type="checkbox"/> Other: _____                            |  |

## CONTRACTOR INFORMATION

Sign Contractor: Finishing Touch Signs

Contact Name: Tara Teske

Address: 723 S 72nd Ave Ste B  
Wausau, WI 54401

Phone: (715) 845-0500

Email: tara@ftsign.com

## SITE PLAN REQUIRED

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

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

Has the site plan been attached?

Does the site plan include ALL the required components listed above?

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

**FOR PROPERTIES ADJACENT TO STATE HIGHWAY 29:**

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

Are the following requirements shown on the site plan?

Has the State of Wisconsin Department of Transportation approval been attached (if required)?

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A

**DIAGRAM(S) REQUIRED**

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

How many wall signs are being proposed? (New, replacement and re-facing)

1

How many freestanding signs are being proposed? (New, replacement and re-facing)

0

Will there be a sandwich board or pedestal sign (*only one is allowed per business*)?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
------------------------------	--

Has the diagram been attached for each proposed sign?

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
---	-----------------------------

Does each diagram have ALL the required components listed above?

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
---	-----------------------------

**EXISTING SIGNS**

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

How many signs are existing on the subject property?

1

Has the specifications of each existing sign been attached?

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
---	-----------------------------	------------------------------

Has the picture of each existing sign been attached?

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
---	-----------------------------	------------------------------

**BASIS FOR GRANTING AND ISSUANCE**

Has the applicant reviewed [ARTICLE 13](#) prior to submitting this application?

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
---	-----------------------------

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

Yes

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

No

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

No

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### REIMBURSEMENT FOR DEVELOPMENT REVIEW SERVICES

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

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

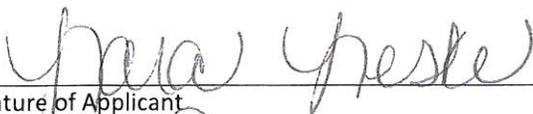
The Applicant shall be responsible for the costs for such professional consulting services. The Applicant shall pay such costs upon receipt of one or more invoices from the Village, following the execution of the development review services associated with the application. In the event the Applicant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

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### STATEMENTS OF UNDERSTANDING AND SIGNATURES

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



08/12/2015

Signature of Applicant

Date

Property Owner  Contractor

**SUBMIT**

STAFF REVIEW

PIN: 19228081640123

Zoning: B-3 GENERAL BUSINESS  Village  ETZ

Filed After the Fact:  Yes  No

Fine Imposed:  Yes  No Amount: \$0.00

Sign 1 Specification:

Permit No.: SIGN-8-15-6205

Width: 63" Height: 42"  Single  Double Total Square Feet: 18.38

Total Height: 9' Sign Type: WALL Setbacks: N/A

Value: \_\_\_\_\_ Illuminated:  Yes  No Type: UNKNOWN

Sign meets requirements?  Yes  No  Conforming  Legally Non-Conforming

Conditions/Modifications for approval: NONE

Sign 2 Specification:

Permit No.: \_\_\_\_\_

Width: \_\_\_\_\_ Height: \_\_\_\_\_  Single  Double Total Square Feet: \_\_\_\_\_

Total Height: \_\_\_\_\_ Sign Type: \_\_\_\_\_ Setbacks: \_\_\_\_\_

Value: \_\_\_\_\_ Illuminated:  Yes  No Type: \_\_\_\_\_

Sign meets requirements?  Yes  No  Conforming  Legally Non-Conforming

Conditions/Modifications for approval: \_\_\_\_\_

Sign 3 Specification:

Permit No.: \_\_\_\_\_

Width: \_\_\_\_\_ Height: \_\_\_\_\_  Single  Double Total Square Feet: \_\_\_\_\_

Total Height: \_\_\_\_\_ Sign Type: \_\_\_\_\_ Setbacks: \_\_\_\_\_

Value: \_\_\_\_\_ Illuminated:  Yes  No Type: \_\_\_\_\_

Sign meets requirements?  Yes  No  Conforming  Legally Non-Conforming

Conditions/Modifications for approval: \_\_\_\_\_

Sign 4 Specification:

Permit No.: \_\_\_\_\_

Width: \_\_\_\_\_ Height: \_\_\_\_\_  Single  Double Total Square Feet: \_\_\_\_\_

Total Height: \_\_\_\_\_ Sign Type: \_\_\_\_\_ Setbacks: \_\_\_\_\_

Value: \_\_\_\_\_ Illuminated:  Yes  No Type: \_\_\_\_\_

Sign meets requirements?  Yes  No  Conforming  Legally Non-Conforming

Conditions/Modifications for approval: \_\_\_\_\_

[Signature]  
Signature of Zoning Administer or Designee

8/21/2015  
Date

Permit Number(s) [Signature] SIGN-8-15-6205  Approved  Denied

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**STAFF TIME TABLE CHECKLIST**

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- Pre-application conference with Planning and Development Department Staff (optional).**  
Date: \_\_\_\_\_ Participants: \_\_\_\_\_
  
- Application and required plans filed with the Village.**  
Date: \_\_\_\_\_ Received by: \_\_\_\_\_
  
- Application fee received by Village.**  
Date: \_\_\_\_\_ Received by: \_\_\_\_\_
  
- Application and submitted plans verified as being complete.**  
Date: \_\_\_\_\_ Reviewed by: \_\_\_\_\_
  
- Determination by Zoning Administrator as to whether requested sign requires approval or recommendation from another body under the zoning ordinance (e.g., conditional use permit, site plan approval). (Skip if N/A)**  
Review Authority: \_\_\_\_\_ Meeting Date: \_\_\_\_\_  
  
Action Taken:  Approved as presented  Approved with modifications  Denied
  
- Zoning Administrator (or designee) action.** Designee: \_\_\_\_\_  
Date: \_\_\_\_\_ Action Taken:  Approved as presented  Approved with modifications  Denied
  
- Building Inspector electrical inspection.**  
Date: \_\_\_\_\_ Inspection:  Pass  Requires Re-inspection  Denied
  
- Applicant notified of decision.**  
Date: \_\_\_\_\_ Sent by: \_\_\_\_\_
  
- Attached in Smart Search.**  
Date: \_\_\_\_\_ Attached by: \_\_\_\_\_
  
- Attached and closed in Beehive.**  
Date: \_\_\_\_\_ Closed by: \_\_\_\_\_

~~OPTION A~~



OPTION B



THIS SKETCH IS UNAPPROVED AND MAY NOT BE USED WITHOUT PERMISSION. IT IS THE PROPERTY OF FINISHING TOUCH AND MUST BE RETURNED TO THEM.

Customer: Mystic Multiplex  
Customer Rep: Tom

Date: 7-13-15  
Revision Date: 7-15-15

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

COLORS SHOWN FOR REPRESENTATION ONLY. FINISHING TOUCH'S COLORS MAY NOT MATCH INK COLORS ON LAYOUT

EXISTING SIGN WILL BE REMOVED AT TIME OF  
Install.







# Permit

Permit NO. **SIGN-8-15-6212**

Permit Type: **Sign**

Work Classification: **New**

Permit Status: **Final**

Issue Date: **8/27/2015**

**No Expiration**

<b>Project Address</b> 5503 SCHOFIELD AVE WESTON, WI 54476	<b>Project Name</b> <NONE>	<b>Applicant</b> Webster's Ultimate Performance
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<b>Parcel Number</b> 19228081640115	<b>Subdivision</b>	<b>Block / Lot</b> 0 / 0	<b>Zoning</b> M-1
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<b>Owner Information</b> Reface it Cabinetry	<b>Address</b> 7104 Meadow Brook Way Wausau, WI	<b>Phone</b> 715-551-6643	<b>Cell</b>
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<b>Contractor(s)</b> Sign Pro	<b>Address</b> 1335 Contractor's Boulevard Plover WI 54467	<b>Phone</b> (715)341-7446	<b>Cell</b>	<b>Contractor Type</b> Sign
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**Description of Work: Sandwich Board.**

<b>Valuation:</b>	<u>          \$198.00          </u>
<b>Total Sq Feet:</b>	<u>          24          </u>

**Inspection Request Line:**  
(715) 241 - 2616

**AVAILABLE INSPECTIONS**

<b>Inspection Type:</b>	IVR

**Setbacks:**

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

**FEE SUMMARY**

<b>Fees Due</b>	<b>Amount</b>	<b>Total</b>	<b>Amt Paid</b>	<b>Amt Due</b>
New Sign Permit Fee	<u>          \$25.00          </u>	\$25.00	\$25.00	<b>\$0.00</b>
<b>Total:</b>	<b>\$25.00</b>			

Payment Type: Check / Number: 5605

**Comments: For regulations regarding sandwich boards, please see Section 94.13.4(6) (see attached).**

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

Signature of Owner / Applicant / Contractor / \_\_\_\_\_ Date **August 28, 2015**

**Jared Wehner** \_\_\_\_\_ **August 28, 2015**  
Issued By: Village of Weston, WI Authorized Signature Date

**Customer Copy**



**SITE PLAN REQUIRED**

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

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

**FOR PROPERTIES ADJACENT TO STATE HIGHWAY 29:**

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

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

**DIAGRAM(S) REQUIRED**

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

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

**EXISTING SIGNS**

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

- How many signs are existing on the subject property? 3
- Has the specifications of each existing sign been attached?  Yes  No  N/A
- Has the picture of each existing sign been attached?  Yes  No  N/A

**BASIS FOR GRANTING AND ISSUANCE**

- Has the applicant reviewed [ARTICLE 13](#) prior to submitting this application?  Yes  No

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

Yes

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

No

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

No

**REIMBURSEMENT FOR DEVELOPMENT REVIEW SERVICES**

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

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

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

**STATEMENTS OF UNDERSTANDING AND SIGNATURES**

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

Colleen Webster

Digitally signed by Colleen Webster  
DN: cn=Colleen Webster, o=Colleen Webster, ou=Village of Weston, email=colleen@westonwi.gov  
Date: 2015.08.19 11:05:25-06

08/19/2015

Signature of Applicant

Date

Property Owner     Contractor

STAFF REVIEW

PIN: 19228081640115

Zoning: B-3 GENERAL BUSINESS [X] Village [ ] ETZ

Filed After the Fact: [ ] Yes [X] No

Fine Imposed: [ ] Yes [X] No

Amount: \$0.00

Sign 1 Specification:

Permit No.: SIGN-8-15-6209

Width: 8' Height: 3' [X] Single [ ] Double Total Square Feet: 24

Total Height: 9' Sign Type: WALL Setbacks: N/A

Value: \$424.00 Illuminated: [ ] Yes [X] No Type:

Sign meets requirements? [X] Yes [ ] No [X] Conforming [ ] Legally Non-Conforming

Conditions/Modifications for approval: 24/140 ADDED AMOUNT OF WALL SIGN ON FRONT OF BUILDING.

Sign 2 Specification:

Permit No.: SIGN-8-15-6212

Width: UNKNOWN Height: [ ] Single [ ] Double Total Square Feet: 24

Total Height: UNKNOWN Sign Type: SANDWICH BOARD Setbacks: ON SIDEWALK NEXT TO BUILDING

Value: \$193.00 Illuminated: [ ] Yes [X] No Type:

Sign meets requirements? [ ] Yes [ ] No [ ] Conforming [ ] Legally Non-Conforming

Conditions/Modifications for approval: ALL SANDWICH BOARD SHALL BE PLACED ON A HARD SURFACE NEAR THE ENTRANCE OF THE BUSINESS. SANDWICH BOARDS SHALL NOT EXCEED 6 FEET IN HEIGHT AND 3 FEET IN WIDTH. SEE ATTACHED.

Sign 3 Specification:

Permit No.:

Width: [ ] Single [ ] Double Total Square Feet:

Total Height: [ ] Sign Type: Setbacks:

Value: [ ] Illuminated: [ ] Yes [ ] No Type:

Sign meets requirements? [ ] Yes [ ] No [ ] Conforming [ ] Legally Non-Conforming

Conditions/Modifications for approval:

Sign 4 Specification:

Permit No.:

Width: [ ] Single [ ] Double Total Square Feet:

Total Height: [ ] Sign Type: Setbacks:

Value: [ ] Illuminated: [ ] Yes [ ] No Type:

Sign meets requirements? [ ] Yes [ ] No [ ] Conforming [ ] Legally Non-Conforming

Conditions/Modifications for approval:

Signature of Zoning Administer or Designee

8/27/2015 Date

Permit Number(s) SIGN-8-15-6209, 6212

[X] Approved [ ] Denied

### STAFF TIME TABLE CHECKLIST

- Pre-application conference with Planning and Development Department Staff (optional).**  
Date: \_\_\_\_\_ Participants: \_\_\_\_\_
- Application and required plans filed with the Village.**  
Date: 8/19/2015 Received by: VALARIE PARKER
- Application fee received by Village.**  
Date: 8/24/2015 Received by: JARED WEHNER
- Application and submitted plans verified as being complete.**  
Date: 8/24/2015 Reviewed by: JARED WEHNER
- Determination by Zoning Administrator as to whether requested sign requires approval or recommendation from another body under the zoning ordinance (e.g., conditional use permit, site plan approval). (Skip if N/A)**  
Review Authority: \_\_\_\_\_ Meeting Date: \_\_\_\_\_  
Action Taken:  Approved as presented  Approved with modifications  Denied
- Zoning Administrator (or designee) action.** Designee: JARED WEHNER  
Date: 8/27/2015 Action Taken:  Approved as presented  Approved with modifications  Denied
- Building Inspector electrical inspection.**  
Date: N/A Inspection:  Pass  Requires Re-inspection  Denied
- Applicant notified of decision.**  
Date: 8/28/2015 Sent by: JARED WEHNER
- Attached in Smart Search.**  
Date: 8/28/2015 Attached by: JARED WEHNER
- Attached and closed in Beehive.**  
Date: 8/28/2015 Closed by: JARED WEHNER

**From:** Valerie Parker <vparker@westonwi.gov>  
**Sent:** Friday, August 14, 2015 11:51 AM  
**To:** Colleen Webster  
**Cc:** Jared Wehner  
**Subject:** RE: Sign Permit

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hi Colleen,

I spoke with Jared. This building is 140 feet long (along Schofield Avenue), which means the most square footage of signs allowed on the front of the building could total 140 square feet. Currently there is 88 square feet in signage already, which leaves 52 square feet of allowed future signage.

The existing signs are 3ft x 8ft (24 sq. ft.) and 4ft x 8ft (32 sq. ft.). I would think you will want your sign to be somewhat similar in size with the rest of what is there, plus if there will be another business sharing your unit, he may want a sign too.

Have a great day,

Valerie

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**From:** Colleen Webster [mailto:colleen@webstersperformance.com]  
**Sent:** Friday, August 14, 2015 11:17 AM  
**To:** Valerie Parker <vparker@westonwi.gov>  
**Subject:** RE: Sign Permit

Perfect. I have time to work on it today. Thanks!

*Colleen Webster*  
*Webster's Ultimate Performance*  
*1306 Okray Avenue 401 N. Central Avenue*  
*Plover, WI 54467 Marshfield, WI 54449*  
*Store 715.344.6180 Mobile 715.572.4070*

 **Webster's**  
**Ultimate Performance**

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**From:** Valerie Parker [mailto:vparker@westonwi.gov]  
**Sent:** Thursday, August 13, 2015 3:57 PM  
**To:** Colleen Webster (colleen@webstersperformance.com) <colleen@webstersperformance.com>  
**Cc:** Jared Wehner <jwehner@westonwi.gov>  
**Subject:** Sign Permit

08/13/15

Hi Colleen,

Sorry that I have not responded to you yet, as I was working to complete a few projects, since we got off the phone.

Jared of our office may have quicker access to the existing signs on the building there for you. We will try to get this information to you by tomorrow.

Have a good evening,

Valerie  
\*\*\*\*\*

Valerie Parker  
Administrative Specialist  
Planning & Development Department  
Village of Weston, Wisconsin  
d. 715.241.2607  
[vparker@westonwi.gov](mailto:vparker@westonwi.gov)

Municipal Center  
5500 Schofield Avenue, Weston, WI 54476  
p. 715.359.6114 | f. 715.359.6117  
[www.westonwi.gov](http://www.westonwi.gov)

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No virus found in this message.  
Checked by AVG - [www.avg.com](http://www.avg.com)  
Version: 2015.0.6125 / Virus Database: 4392/10429 - Release Date: 08/13/15

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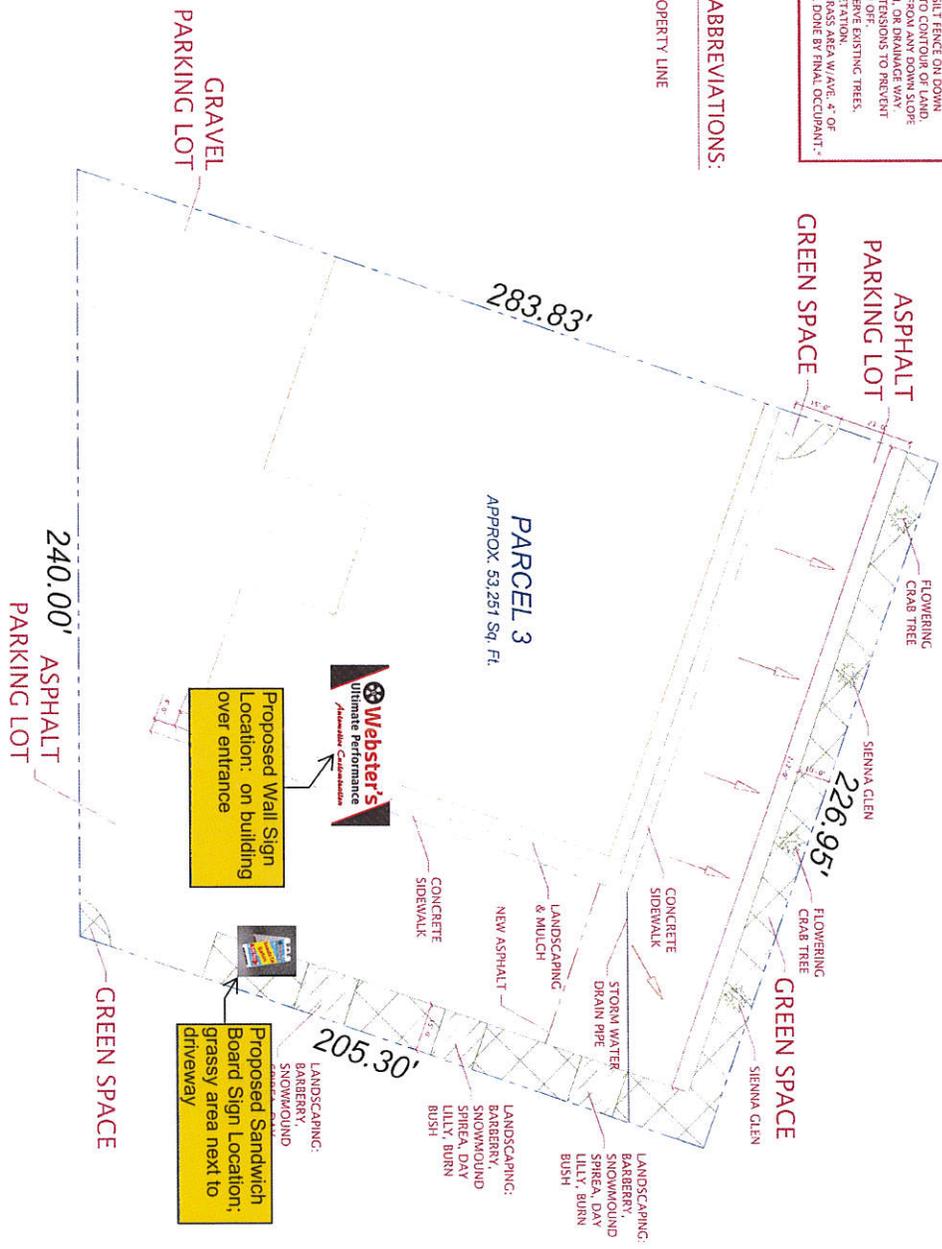
No virus found in this message.  
Checked by AVG - [www.avg.com](http://www.avg.com)  
Version: 2015.0.6125 / Virus Database: 4392/10434 - Release Date: 08/14/15

- GENERAL NOTES:**
1. PROVIDE 2'-3" OF GRAVEL AT CONSTRUCTION ENTRANCE/EXIT.
  2. PROVIDE STRAW BALE OR SILT FENCE ON DOWN SLOPE OF SITE PARALLEL TO CENTERLINE OF DRIVE.
  3. SLOPE ON SITE PARALLEL TO CENTERLINE OF DRIVE TO BE 2% MINIMUM. PROVIDE 12" OF STONE OR GRANITE CURB ON TOP OF STREET DRIVEWAY, DITCH, OR DRAINAGE WAY.
  4. PROVIDE DOWN SPOUT EXTENSIONS TO PREVENT EROSION FROM ROOF RUN OFF.
  5. WHEREVER POSSIBLE, PRESERVE EXISTING TREES, SHRUBS, AND OTHER VEGETATION.
  6. ALL PLANTINGS TO BE DONE BY FINAL OCCUPANT. TOPSOIL SEEDING TO BE DONE BY FINAL OCCUPANT.

**SYMBOLS AND ABBREVIATIONS:**

PROPERTY LINE

**SITE PLAN**



RECEIVED  
By Valerie Pender at 11:03 am, Aug 06, 2013

PROJECT: T&A HOFFMANN, LLC	3704 WESTON AVENUE WESTON, WI 54476 PHONE: 715-359-9767 FAX: 715-355-6815
DRAWN BY/DATE: J.L.H./8/6/13 REV #/DATE: 00/00/00	SCALE: 1" = 200' DRAWING TITLE: SITE PLAN DRAWING NUMBER: P1



1335 Contractors Blvd, Plover

Phone: 715.341.7446

Fax: 715.342.4583

## Customer Quote

Customer Name	
Websters Performance Plover, WI 54467 ** Weston Location	
Attn: Colleen	
From: Kurt	

Date	Quote Number
8-14-15	08142015

Description	Quantity	Per Item Cost	TOTAL
QTY: ONE (1) 36"x96" Omegabond sign, full color graphics printed on one side, 3M HP Vinyl applied.	1	\$424.00	\$424.00
QTY: ONE (1) Sandwich board sign, 2 sided graphics, printed on UV Flatbed printer, Plastic Deluxe SignCade stand	1	\$198.00	\$198.00
			
<p>Quote Notes</p> <ol style="list-style-type: none"> <li>1. Complete Approx 4-6 weeks after order, deposit, &amp; artwork approval</li> <li>2. Payment Terms: 50% down at time of order, net 30 on balance after completion</li> <li>3. Quote valid for 60 days..</li> <li>4. Thank You for choosing Sign Pro!</li> </ol> <p>Customer Signature _____</p> <p>Date _____</p> <p><small>* If a Building Sign Permit is required, you can obtain one on your own, or we can provide one. Sign Pro charges actual permit fee + \$25 processing. We have the form if you'd like to process it on your own as well, available upon request. For reference... City of Stevens Point charges \$10/\$1000 sale price of sign, minimum \$40.</small></p>			
		SubTotal	\$622.00
		<b>TOTAL</b>	<b>XXX</b>

- (b) Area and Quantity. Window signage that advertise commercial situations relating to goods or services sold on premises shall be allowed without restriction on quantity or coverage, provided that they do not interfere with other State and Federal code requirements or public, health, safety, or welfare.
- (c) Structural Design and Maintenance. All window signs shall be designed and maintained so as to be able to display messages in a complete and legible manner, and otherwise in accordance with Sections 94.13.09 and 94.13.10.

**(6) Sandwich Board/Pedestal Signs.**

- (a) There shall be a maximum of one sandwich board/pedestal sign per business.
- (b) Height shall not exceed 6 feet (as measured when such sign is properly placed directly on the ground or sidewalk surface), width shall not exceed 3 feet, and sign area shall not exceed 6 square feet per side.
- (c) All sandwich board/pedestal signs shall be designed to be self-supporting and in such a manner to withstand the elements, including the ability to remain upright on windy days.
- (d) No sandwich board/pedestal sign shall be illuminated in any manner (except via cordless power for not more than 30 days in any calendar year), have more than two sides, be placed off-premise (except where allowed on a sidewalk immediately adjacent to the business lot to which it relates), or be designed to resemble a public regulatory sign (such as a stop sign).
- (e) All sandwich board/pedestal signs shall be placed directly on a hard surfaced walkway.
- (f) No sandwich board/pedestal sign shall be placed on a public sidewalk or shall otherwise extend onto or into a public right-of-way.
- (g) Placement of all sandwich board/pedestal signs shall meet all vision clearance requirements in Section 94.12.08(12), and shall otherwise not impede traffic visibility in the determination of the Zoning Administrator.
- (h) All sandwich board/pedestal signs must be kept in good condition, as determined by the Zoning Administrator and per the maintenance requirements of Section 94.13.10.
- (i) Sandwich board/pedestal signs shall not count against the maximum area or number of business signs allowed per Section 94.13.07.

**Section 94.13.05: Regulations for Residential and RR Zoning Districts**

In all residential and RR zoning districts, signage shall be permitted per the following and all other applicable requirements of this Article:

**(1) Identification Sign.**

- (a) For each single-family and two-family residential principal use:
  - 1. Permitted Sign Types: Wall Signs, Arm/post signs.
  - 2. Maximum Permitted Number per Lot: One sign
  - 3. Maximum Permitted Area per Sign: Two square feet.
  - 4. Minimum Setback from All Property Lines: Three feet.
- (b) For a multi-family residential structure containing three or more dwelling units:
  - 1. Permitted Sign Types: Wall Signs, Monument Signs, Arm/post signs.
  - 2. Maximum Permitted Number per Lot: One Wall Sign or one Monument Sign.
  - 3. Maximum Permitted Area per Sign: 12 square feet.



# Permit

Permit NO. **ZONE-8-15-6220**

Permit Type: **Zoning**

Work Classification: **Commercial**

Permit Status: **Active**

Issue Date: **8/31/2015**

**Expiration: on Change of Use**

<b>Project Address</b> 7802 MEADOW ROCK DR WESTON, WI 54476	<b>Project Name</b> <NONE>	<b>Applicant</b> Foundation Finance
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<b>Parcel Number</b> 19228082910008	<b>Subdivision</b> CROSS POINTE CORPORATE PARK	<b>Block / Lot</b> 0 / 8	<b>Zoning</b> B-2
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<b>Owner Information</b> Meadow Rock LLC	<b>Address</b> 6405 Teagan Lane Weston, WI 54476	<b>Phone</b> (715)571-7883	<b>Cell</b>
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**Proposed Land Use:** Office [94.4.05(1)]

<b>ZONING:</b>
Base District: B-2
Overlay District: D-CC
Conditional Uses: No

**Description of Work:** New use/owner - Office [94.4.05(1)]

### FEE SUMMARY

Fees Due	Amount	Total	Amt Paid	Amt Due
C.O. Change of Use/Owner COMMERCIAL	\$25.00	\$25.00	\$25.00	\$0.00
Certificate of Occupancy Fee	\$50.00			
<b>Total:</b>	<b>\$75.00</b>	Payment Type: Check / Number: 10139		

**Comments:** Proposed is use id Office [94.4.05(1)] and is permitted within the B-2 district per Section 94.3.05. Required parking is 35 stalls; however, 122 stalls have been identified (Google Maps).

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

Signature of Owner / Applicant / Contractor / Agent \_\_\_\_\_ Date **August 31, 2015**

**Jared Wehner** \_\_\_\_\_ Date **August 31, 2015**  
Issued By: Village of Weston, WI Authorized Signature

**Customer Copy**

**Commercial Zoning and Pre-Application**

Permit  
 Village of Weston/ETZ  
 Date: 08/27/2015

Permit No. : ZONE-8-15-6220

Payment:  Cash  Check No. 10139

**FULL COMPLETION OF THIS FORM IS REQUIRED FOR PROCESSING**



5500 Schofield Ave  
 Weston, WI 54476

-- PLEASE USE THE ONLINE FILLABLE PDF --

**ZONING FEES**

Zoning Permit **\$25.00 FEE** [43/4343]

**EXPLANATION OF PROCESS**

No new building and no existing building which is to be remodeled or relocated shall be issued a building permit until a zoning permit has been issued to certify that such construction or change would comply with the provisions of Chapter 94 of the Village of Weston Municipal Code, Wisconsin Uniform Building Code, and Village Building Codes. Buildings or spaces within buildings are not allowed to be occupied without a Certificate of Occupancy issued in the name of the tenant occupying that building or space. Applications for a Zoning Permit shall be made to the Department of Planning and Development prior to the submittal of an application for a site plan review, commercial rezone, conditional use, building permit and/or certificate of occupancy. THIS IS AN APPLICATION AND NOT A PERMIT TO OCCUPY THE BUILDING. Permits filled after the fact shall be subject to double the fee and a \$50.00 fine.

**APPLICANT INFORMATION**

<b>Business Name:</b> <u>Foundation Finance</u>	<b>Contact Name:</b> <u>Alex Mladek</u>
<b>Business Owner:</b> <u>Alex Mladek &amp; Bob Hamilton</u>	<b>Mailing Address:</b> <u>PO Box 437</u>
<b>Business Address:</b> <u>7802 Meadow Rock Dr</u>	<u>Weston WI 54476</u>
<u>Weston WI 54476</u>	<b>Phone:</b> <u>(715) 212-1075</u>
<b>Website:</b> <u>Foundationfinance.com</u>	<b>Email:</b> <u>amladek@foundationfinance.com</u>
<b>Date Opening:</b> <u>1/1/2016</u>	<b>Applicant will:</b> <input type="checkbox"/> Rent <input checked="" type="checkbox"/> Lease <input type="checkbox"/> Own

<b>Property Owner:</b> <u>Meadow Rock, LLC</u>	<b>Contact Name:</b> <u>Shawn Sukup</u>
<b>Mailing Address:</b> <u>6405 Teagan Lane</u>	<b>Phone:</b> <u>(715) 571-7883</u>
<u>Weston WI 54476</u>	<b>Email:</b> <u>nasd.911@gmail.com</u>

**EXISTING AND PROPOSED USES**

Current and proposed use of subject property (check all applicable uses, and whether each is a current use, proposed use, or both):

Multiple Family Residential – 3 or more units	<input type="checkbox"/> Current Use	<input type="checkbox"/> Proposed Use
Mixed Commercial/Residential	<input type="checkbox"/> Current Use	<input type="checkbox"/> Proposed Use
Office	<input type="checkbox"/> Current Use	<input checked="" type="checkbox"/> Proposed Use
Commercial Retail/Service	<input type="checkbox"/> Current Use	<input checked="" type="checkbox"/> Proposed Use
Industrial and Warehousing	<input type="checkbox"/> Current Use	<input checked="" type="checkbox"/> Proposed Use
Institutional	<input type="checkbox"/> Current Use	<input checked="" type="checkbox"/> Proposed Use
Parking	<input type="checkbox"/> Current Use	<input checked="" type="checkbox"/> Proposed Use
Excavation/Mining/Significant Earth Movement	<input type="checkbox"/> Current Use	<input checked="" type="checkbox"/> Proposed Use
Other: <u>Bar Restaurant</u>	<input checked="" type="checkbox"/> Current Use	<input type="checkbox"/> Proposed Use

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### PROJECT SITE SPECIFICATIONS

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Project Type: New Use Project Address: 7802 Meadow Rock Dr.  
(or PIN if no address)  
Building Size (ft<sup>2</sup>): 10,400 Weston 54476  
Lot Size(ft<sup>2</sup> & Acres): 2 acres Property Zone: B-2 - Highway Business  
Legal Description: 7802 Meadow Rock Dr. 54476 F/K/A Bull Shooters

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### OPERATIONAL PLAN REQUIRED

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The following components are required in the operational plan: **(1)** detailed description of the activities and process which will be taking place on the above stated property. This includes all principal uses, accessory uses and temporary uses (please see the use chart in Chapter 94 [Article 3 of the zoning code](#)); **(2)** a statement regarding outdoor storage and a detailed description of the materials being proposed to be stored (are there hazardous materials?); **(3)** a statement regarding the impacts on the neighboring parcels. What is the anticipated increase in traffic? The number of employees working on site. Drop-off and/or pick-up of materials and/or products (what times will these occur?); **(4)** existing facilities at the proposed site. Will there be the need to add or reduce the facilities (this includes parking spaces and square footage of the building/space occupied or outdoor storage); **(5)** what additional licenses are required to operate? A copy of all licenses will be required to be submitted with the occupancy application; **(6)** please include any other pertinent information.

Has the operational plan been attached?  Yes  No  
Does the operational plan include ALL the required components listed above?  Yes  No

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### SITE PLAN REQUIRED

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**A site plan shall be submitted with this application.** The site plan showing the following features: legal description of the property; subject site with lot dimensions, buildings, uses, fences, and other structures; easements; streets, railroads and other public right-of-ways; off-street parking areas and total number of available parking spaces; loading areas and driveways; outdoor storage areas; highway access restrictions and other restrictions where applicable; water ways, wetlands and floodplain boundaries; existing and proposed front, interior and rear yard setbacks. Some parcel information and maps may be obtained via the [Marathon County Land Information Mapping System](#). For new construction, building additions and accessory structures this requirement is waived for this application. A separate **Commercial Site Plan Application** will be issued once this application has been approved by staff.

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

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### OTHER REQUIREMENTS

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A copy or description of any prior rezoning, conditional use permit, site plan, variance or other Village actions may be required to be submitted before a zoning permit may be issued. The Zoning Administrator or appointed designee will review the zoning compliance requirements with the applicant as necessary.

Has the required information been attached?  Yes  No  N/A

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### REIMBURSEMENT FOR DEVELOPMENT REVIEW SERVICES

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

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

The Applicant shall be responsible for the costs for such professional consulting services. The Applicant shall pay such costs upon receipt of one or more invoices from the Village, following the execution of the development review services associated with the application. In the event the Applicant fails to pay such costs, the responsibility shall pass to the property owner, if different, under

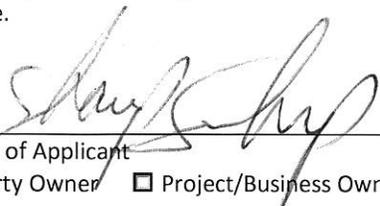
the same terms. Development review fees that are assigned to the Applicant or property owner, but that are not actually paid, may then be imposed by the Village as a special charge on the affected property.

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**STATEMENT OF UNDERSTANDING AND SIGNATURES**

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



8/31/15  
Date

Signature of Applicant

- Property Owner     Project/Business Owner     Project Manager

STAFF REVIEW

PIN: 19228087910008

Zoning: B-2 w/ D-CC OVERLAY  Village  ETZ

Filed After the Fact:  Yes  No

Fine Imposed:  Yes  No Amount: \$0.00

Conditional Use:  Yes  No Reason: Use:

Proposed PC/ETZ Meeting Date: CUP Number:

Rezone:  Yes  No Reason: Requested Zone:

Proposed PC/ETZ Meeting Date: Rezone Number:

Variance:  Yes  No Reason: Requested Variance:

Proposed ZBA Meeting Date: Variance Number:

Site Plan Application No. Approval Date:

Building Permit No. Approval Date:

Sign Permit No. Permanent / Temp Date:

Code Section: 94.4.05 (1) OFFICE

Comments: PERMITTED WITHIN B-2 PER SECTION 94.3.05, PARKING REQ IS 35 SPACES; HOWEVER, STAFF RECOMMENDS HAVING 1 SPACE PER EMPLOYEE AT THE LARGEST SHIFT. 122 PARKING SPACES HAS BEEN IDENTIFIED.

Signature of Zoning Administer or Designee

8/31/2015 Date

Permit Number 7ONE-8-15-6220

Approved  Denied

**STAFF TIME TABLE CHECKLIST**

- Pre-application conference with Planning and Development Department Staff. (optional)**  
Date: \_\_\_\_\_ Participants: \_\_\_\_\_
  
- Application and required plans filed with the Village.**  
Date: \_\_\_\_\_ Received by: \_\_\_\_\_
  
- Application fee received by Village.**  
Date: \_\_\_\_\_ Received by: \_\_\_\_\_
  
- Application and submitted plans verified as being complete.**  
Date: \_\_\_\_\_ Reviewed by: \_\_\_\_\_
  
- Determination by Zoning Administrator as to whether requested zoning permit requires approval or recommendation from another body under the zoning ordinance (e.g., conditional use permit, site plan approval). (Skip if N/A)**  
Review Authority: \_\_\_\_\_ Meeting Date: \_\_\_\_\_  
  
Action Taken:  Granted  Granted with modifications  Denied
  
- Zoning Administrator (or designee) action.** Designee: \_\_\_\_\_  
Date: \_\_\_\_\_ Action Taken:  Granted  Denied
  
- Applicant notified of decision and sent Occupancy Permit Application.**  
Date: \_\_\_\_\_ Sent by: \_\_\_\_\_
  
- Attached in Smart Search.**  
Date: \_\_\_\_\_ Attached by: \_\_\_\_\_
  
- Attached and closed in Beehive.**  
Date: \_\_\_\_\_ Closed by: \_\_\_\_\_

**SITE PLAN  
7802 MEADOW ROCK DR.  
WESTON WI 54476**

- 1. The property will be used for office space for Foundation Finance, LLC a limited liability company of the State of New York. Foundation Finance operates as a finance company offering financing to homeowners throughout the United States that can't obtain traditional financing for home improvements. Foundation Finance has a network of dealers throughout the United States that meet with homeowners and then submits credit applications to Foundation Finance corporate offices.**
- 2. Upon occupancy the subject property (7802 Meadow Rock Dr.) will consist of 13 offices and two board rooms around the interior perimeter, approximately 93 stationary cubicles in the center of the building, a break room, bathrooms, and storage areas. Typical hours of operation will be Monday through Thursday 7 am to 9 pm, Fridays from 7 am to 6 pm, Saturdays 10 am to 2 pm, and closed on Sundays.**
- 3. The initial number of employees is estimated to be 40. However, the company has plans to immediately expand and will employ approximately 100 people at some point in the near future.**
- 4. The current interior of the building will require alteration to accommodate the changes required to meet the needs of Foundation Finance. The major changes include: The current bathrooms will be completely demolished and moved to the North East corner of the building, a break room and 13 offices will be built, finished flooring (carpet, ceramic tile, vinyl flooring) will cover virtually the entire building, and existing exterior windows that are currently blacked out will have glass inserted to allow for more daylight. S.D. Ellenbecker is the general contractor for the project.**
- 5. Foundation Finance will not store or work with any hazardous materials and they will utilize professional services for garbage, recycling and document destruction. They will utilize the existing exterior garbage collection area.**
- 6. There will be no changes to the exterior of the building or grounds.**
- 7. There will be approximately 100 employees at peak employment times. The existing parking lot contains more than 130 parking spots. There will be an obvious increase to traffic in the general area but the major intersections in the area are controlled and appear to have been originally designed to handle the increased traffic with little disturbance.**
- 8. At this time there are no plans for future additions to the existing building and there are no plans at this time to add any additional structures.**

9. I am unaware of any additional licenses required to operate Foundation Finance.



September 11, 2015

**VIA EMAIL ONLY**

Samuel Crockett  
Worzalla Publishing Company  
3535 Jefferson Street  
Stevens Point, WI 54481  
[scrockett@worzalla.com](mailto:scrockett@worzalla.com)

Re: Approved Zoning Permit at 5506 Sternberg Avenue, Weston, WI 54476

Dear Samuel,

Thank you for submitting your Commercial Zoning and Pre-Application for review, though I do apologize for the length of time it has taken to get this to you. This property that you are planning to temporarily operate your business of is zoned LI (Limited Industrial), and within this zoning district, Indoor Storage or Wholesaling is a permitted use within this zoning district.

I have attached a copy of the approved Zoning Permit (ZONE-9-15-6232) along with this letter for your files and information. Please contact Village Building Inspector, Scott Tatro, at (715) 359-6114, or [statro@westonwi.gov](mailto:statro@westonwi.gov), to schedule a time to obtain any needed building permits prior to any work occurring within the building. His office hours are from 8:00 a.m. to 9:00 a.m., and 3:30 p.m. to 4:30 p.m., Monday through Thursday, or by appointment only.

Following this approval, if you are planning any signage, you will need to complete a sign permit application and submit that to our office for review prior to placing any signage on this property. When submitting this sign permit application, please also submit a picture of what the sign will look like with all dimensions. Most sign companies can provide a picture of the propose sign superimposed in the position it will be in (such as on the wall of the building).

The other required application is the Occupancy Certificate application. We'll need to receive this application as soon as possible. Please be sure to contact the Building Inspector at the time you are ready to receive the final inspection for your business (the inspection will be performed by both our Building Inspector and SAFER Fire Inspector). Please note, you cannot open for business until this final inspection has been done and you have been issued your Occupancy Permit.

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

Sincerely,

A handwritten signature in blue ink that reads "Valerie Parker".

Valerie Parker  
Administrative Specialist  
Planning & Development Department

Cc: Planning & Development Staff  
Marty Christiansen, SAFER Fire Inspector  
Rod Bender, Richard Bender Rentals, LLC, [rbrllc@yahoo.com](mailto:rbrllc@yahoo.com)

**Weston Municipal Center**

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

[www.westonwi.gov](http://www.westonwi.gov)



# Permit

Permit NO. **ZONE-9-15-6232**

Permit Type: **Zoning**

Work Classification: **Commercial**

Permit Status: **Active**

Issue Date: **9/11/2015**

Expiration: **on Change of Use**

<b>Project Address</b> 5506 Sternberg Avenue Weston, WI 54476	<b>Business Name</b> Worzalla Publishing Company	<b>Applicant</b> Samuel Crockett (715) 344-9600 scrockett@worzalla.com	
<b>Parcel Number</b> 19228081640989	<b>Parcel Description</b> Metes and Bounds Description and Part of the NE 1/4 of the SE 1/4, of Sec. 16, Township 28 N, Range 08 E	<b>Zoning</b> LI - Limited Industrial	
<b>Owner Information</b> Richard Bender Rentals, LLC Attn: Rod Bender	<b>Address</b> PO Box 136 Weston, WI 54476-0136	<b>Phone</b> (715)573-4944	<b>E-Mail</b> rbrllc@yahoo.com

**Proposed Land Use:** Indoor Storage and Wholesaling (permitted within 94.4.06).

<b>ZONING:</b>
Base District: LI - Limited Industrial
Overlay District: D-Rail-to-Trail
Conditional Uses: N/A

**Description of Work:** Temporary warehouse location for storage of raw materials (printing paper, binders board, and/or cartons, along with finished books).

**Operation Period:** September & October, Mon.-Fri., 7am-6pm

### FEE SUMMARY

Fees Due	Amount	Total	Amt Paid	Amt Due
C.O. Change of Use/Owner COMMERCIA	\$25.00	<b>\$25.00</b>	<b>\$25.00</b>	<b>\$0.00</b>
C.O. Existing Building Addition Commercial	\$0.00			
C.O. New Commercial Fee	\$0.00			
Certificate of Occupancy Fee	\$0.00			
<b>Total:</b>	<b>\$25.00</b>			

Payment Type: Check / Number: 282363

**Comments:** Temporary location from Sept. - Oct. Proposed use fits within the LI Zoning District

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

Samuel Crockett

September 11, 2015

Signature of Owner / Applicant / Contractor / Agent

Date

Valerie Parker

September 11, 2015

Issued By: Village of Weston, WI

Authorized Signature

Date

**Commercial Zoning and Pre-Application**

Permit  
 Village of Weston/ETZ  
 Date: 08-28-15

Permit No. : ZONE-9-15-6232

Payment:  Cash  Check No. 282363

**FULL COMPLETION OF THIS FORM IS REQUIRED FOR PROCESSING**



5500 Schofield Ave  
 Weston, WI 54476

-- PLEASE USE THE ONLINE FILLABLE PDF --

**ZONING FEES**

Zoning Permit

**\$25.00 FEE**

*pd.*  
8-28-15 [43/4343]

**EXPLANATION OF PROCESS**

No new building and no existing building which is to be remodeled or relocated shall be issued a building permit until a zoning permit has been issued to certify that such construction or change would comply with the provisions of Chapter 94 of the Village of Weston Municipal Code, Wisconsin Uniform Building Code, and Village Building Codes. Buildings or spaces within buildings are not allowed to be occupied without a Certificate of Occupancy issued in the name of the tenant occupying that building or space. Applications for a Zoning Permit shall be made to the Department of Planning and Development prior to the submittal of an application for a site plan review, commercial rezone, conditional use, building permit and/or certificate of occupancy. THIS IS AN APPLICATION AND NOT A PERMIT TO OCCUPY THE BUILDING. Permits filled after the fact shall be subject to double the fee and a \$50.00 fine.

**APPLICANT INFORMATION**

**Business Name:** Worzalla Publishing Company

**Contact Name:** Samuel T Crockett

**Business Owner:** \_\_\_\_\_

**Mailing Address:** 3535 Jefferson Street

**Business Address:** 3535 Jefferson Street

Stevens Point, WI 54481

Stevens Point, WI 54481

**Phone:** (715) 344-9600

**Website:** www.worzalla.com

**Email:** scrockett@worzalla.com

**Date Opening:** 9/1/2015

**Applicant will:**  Rent  Lease  Own

**Property Owner:** Richard Bender Rentals LLC

**Contact Name:** Rod Bender

**Mailing Address:** PO Box 136

**Phone:** (715) 573-4944

Weston, WI 54476-0136

**Email:** RBRLLC@yahoo.com

**EXISTING AND PROPOSED USES**

Current and proposed use of subject property (check all applicable uses, and whether each is a current use, proposed use, or both):

Multiple Family Residential – 3 or more units

Current Use  Proposed Use

Mixed Commercial/Residential

Current Use  Proposed Use

Office

Current Use  Proposed Use

Commercial Retail/Service

Current Use  Proposed Use

Industrial and Warehousing

Current Use  Proposed Use

Institutional

Current Use  Proposed Use

Parking

Current Use  Proposed Use

Excavation/Mining/Significant Earth Movement

Current Use  Proposed Use

Other: \_\_\_\_\_

Current Use  Proposed Use

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### PROJECT SITE SPECIFICATIONS

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Project Type: Select a Project Type

Project Address: 5506 Sternberg Ave  
(or PIN if no address)

Building Size (ft<sup>2</sup>): 24000

Lot Size(ft<sup>2</sup> & Acres): 4.74 acres

Property Zone: Select Zoning Designation **LI**

Legal Description: see Land Records sheet

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### OPERATIONAL PLAN REQUIRED

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The following components are required in the operational plan: **(1)** detailed description of the activities and process which will be taking place on the above stated property. This includes all principal uses, accessory uses and temporary uses (please see the use chart in Chapter 94 [Article 3 of the zoning code](#)); **(2)** a statement regarding outdoor storage and a detailed description of the materials being proposed to be stored (are there hazardous materials?); **(3)** a statement regarding the impacts on the neighboring parcels. What is the anticipated increase in traffic? The number of employees working on site. Drop-off and/or pick-up of materials and/or products (what times will these occur?); **(4)** existing facilities at the proposed site. Will there be the need to add or reduce the facilities (this includes parking spaces and square footage of the building/space occupied or outdoor storage); **(5)** what additional licenses are required to operate? A copy of all licenses will be required to be submitted with the occupancy application; **(6)** please include any other pertinent information.

Has the operational plan been attached?

Yes  No

Does the operational plan include ALL the required components listed above?

Yes  No

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### SITE PLAN REQUIRED

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**A site plan shall be submitted with this application.** The site plan showing the following features: legal description of the property; subject site with lot dimensions, buildings, uses, fences, and other structures; easements; streets, railroads and other public right-of-ways; off-street parking areas and total number of available parking spaces; loading areas and driveways; outdoor storage areas; highway access restrictions and other restrictions where applicable; water ways, wetlands and floodplain boundaries; existing and proposed front, interior and rear yard setbacks. Some parcel information and maps may be obtained via the [Marathon County Land Information Mapping System](#). For new construction, building additions and accessory structures this requirement is waived for this application. A separate **Commercial Site Plan Application** will be issued once this application has been approved by staff.

Has the site plan been attached?

Yes  No  N/A

Does the site plan include ALL the required components listed above?

Yes  No  N/A

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### OTHER REQUIREMENTS

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A copy or description of any prior rezoning, conditional use permit, site plan, variance or other Village actions may be required to be submitted before a zoning permit may be issued. The Zoning Administrator or appointed designee will review the zoning compliance requirements with the applicant as necessary.

Has the required information been attached?

Yes  No  N/A

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### REIMBURSEMENT FOR DEVELOPMENT REVIEW SERVICES

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

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

The Applicant shall be responsible for the costs for such professional consulting services. The Applicant shall pay such costs upon receipt of one or more invoices from the Village, following the execution of the development review services associated with the application. In the event the Applicant fails to pay such costs, the responsibility shall pass to the property owner, if different, under

the same terms. Development review fees that are assigned to the Applicant or property owner, but that are not actually paid, may then be imposed by the Village as a special charge on the affected property.

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**STATEMENT OF UNDERSTANDING AND SIGNATURES**

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



Signature of Applicant

8/14/2015  
Date

Property Owner     Project/Business Owner     Project Manager

STAFF REVIEW

PIN: 192-2808-164-0989

Zoning: LI

Village  ETZ

Filed After the Fact:  Yes  No

Fine Imposed:  Yes  No

Amount: \_\_\_\_\_

*N/A* Conditional Use:  Yes  No Reason: \_\_\_\_\_  
Use: \_\_\_\_\_

Proposed PC/ETZ Meeting Date: \_\_\_\_\_ CUP Number: \_\_\_\_\_

*N/A* Rezone:  Yes  No Reason: \_\_\_\_\_  
Requested Zone: \_\_\_\_\_

Proposed PC/ETZ Meeting Date: \_\_\_\_\_ Rezone Number: \_\_\_\_\_

*N/A* Variance:  Yes  No Reason: \_\_\_\_\_  
Requested Variance: \_\_\_\_\_

Proposed ZBA Meeting Date: \_\_\_\_\_ Variance Number: \_\_\_\_\_

Site Plan Application No. \_\_\_\_\_ Approval Date: \_\_\_\_\_

Building Permit No. \_\_\_\_\_ Approval Date: \_\_\_\_\_

Sign Permit No. \_\_\_\_\_ Permanent / Temp Date: \_\_\_\_\_

Code Section: INDOOR STORAGE AND WHOLE SALING 94.4.060

Comments: \*This is a permitted use within the LI District.

*Janette Liggins*  
Signature of Zoning Administrator or Designee

9/11/15  
Date

Permit Number ZONE-9-15-6232

Approved  Denied

**STAFF TIME TABLE CHECKLIST**

**Pre-application conference with Planning and Development Department Staff. (optional)**  
N/A Date: \_\_\_\_\_ Participants: \_\_\_\_\_

**Application and required plans filed with the Village.**  
Date: 08-28-15 Received by: \_\_\_\_\_

**Application fee received by Village.**  
Date: 08-28-15 Received by: \_\_\_\_\_

**Application and submitted plans verified as being complete.**  
Date: 09-10-15 Reviewed by: vp

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

Action Taken:  Granted  Granted with modifications  Denied

**Zoning Administrator (or designee) action.**  
Date: 9/11/15 Action Taken:  Granted  Denied Designee: JAH

**Applicant notified of decision and sent Occupancy Permit Application.**  
Date: 09-11-15 Sent by: vp

**Attached in Smart Search.**  
Date: 09-11-15 Attached by: vp

**Attached and closed in Beehive.**  
Date: 09-11-15 Closed by: vp

**Operational Plan** for 24,000 sf warehouse located at 5506 Sternberg Avenue, Schofield, Wisconsin:

Worzalla Publishing Company plans to utilize the building and property during September and October 2015 as follows:

Storage of raw materials, such as printing paper, binders board, and/or cartons, along with finished books, which may or may not be packed in cartons. Product will be stacked on wooden pallets and the load will be shrinkwrapped.

Product will be stored in the warehouse beginning in September and will be shipped out in mid-October. During this time, there will be a forklift used in the building to unload, stack, and then load the product. Hours of operation may primarily occur Monday through Friday during the hours of 7am until 6pm; however, the days and hours may be extended based upon customer requirements.

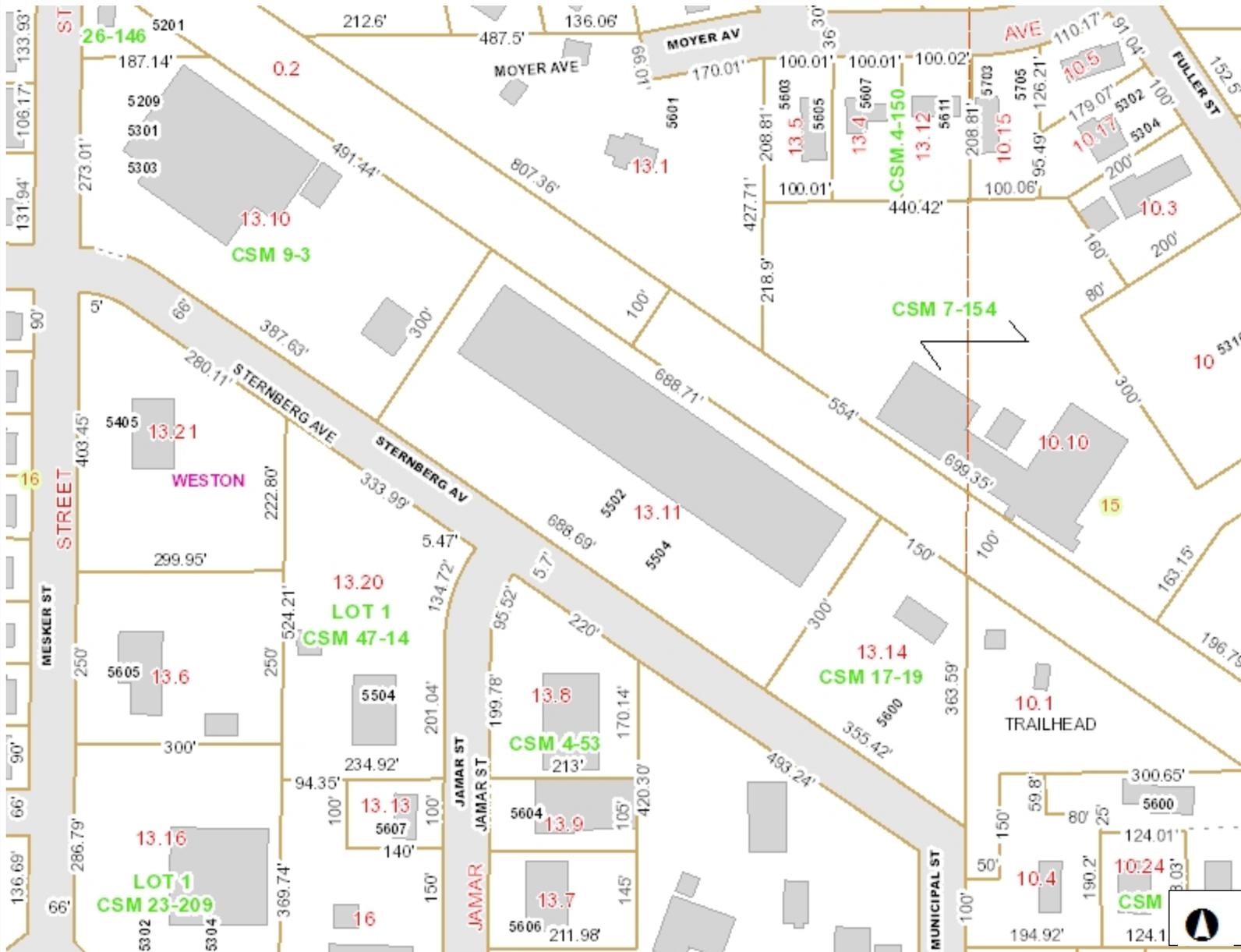
One to three Worzalla employees may be working in the building during unloading and loading of finished books. We will have a temporary computer work station and printer installed in order to print Bills of Lading for the departing truckers with loads. At any given time, there may be one to three personal vehicles parked at the warehouse. Semi-truck and trailer activity during the drop off of product at the warehouse may only be one back and forth between Stevens Point and the warehouse in Weston. We may have one trailer staged at the dock location, so we can drop a full trailer and pick up the empty. Once we begin shipping product out of the warehouse, we may have up to eight or ten semi-trucks and trailers per day until all product has been shipped. At the fullest capacity, we may have 130 to 140 truckloads of finished product to ship.

Outdoor storage will include one locked cage with propane tanks for use in the forklift.

Due to the fact that there is no restroom facility in the warehouse location, a temporary portable potty will be installed against the building between the walk door and the two docks that are the subject of this Operational Plan. This may be used by Worzalla warehouse employees, along with truck drivers.



# Land Information Mapping System



**Legend**

- Parcels
- Land Hooks
- Addresses
- Section Lines/Numbers
- Right Of Ways
- County-wide Buildings
- Road Names
- Named Places
- Municipalities

107.66 0 107.66 Feet



User\_Defined\_Lambert\_Conformal\_Conic

DISCLAIMER: The information and depictions herein are for informational purposes and Marathon County-City of Wausau specifically disclaims accuracy in this reproduction and specifically admonishes and advises that if specific and precise accuracy is required, the same should be determined by procurement of certified maps, surveys, plats, Flood Insurance Studies, or other official means. Marathon County-City of Wausau will not be responsible for any damages which result from third party use of the information and depictions herein or for use which ignores this warning.

**THIS MAP IS NOT TO BE USED FOR NAVIGATION**

Notes

- (b) B-1 *Neighborhood Business*. The B-1 district accommodates small-scale office, retail, and service uses compatible with adjacent residential neighborhoods. Development within this district is served by public sanitary sewer and water services. The B-1 district is intended for areas planned for commercial uses, and for small portions of areas planned for neighborhood development, within the Comprehensive Plan. (Predecessor district: B-1 Neighborhood Convenience Retail and Service)
  - (c) B-2 *Highway Business*. The B-2 district accommodates a range of large- and small-scale office, retail, commercial service, restaurant, and lodging uses. Development within this district is served by public sanitary sewer and water services. This district is intended for mapping (i) along major highway corridors; (ii) outside of the Village's neighborhood areas; and (iii) in areas planned for commercial uses within the Comprehensive Plan. (Predecessor district: B-2 Community Retail and Service)
  - (d) B-3 *General Business*. The B-3 district accommodates a wide range of commercial uses, along with compatible wholesale, light industrial, and outdoor storage and display uses. Development within this district is served by public sanitary sewer and water services. This district is intended for mapping (i) along major highway corridors; (ii) outside of the Village's neighborhood areas; and (iii) in areas planned for commercial uses, and occasionally in areas planned for industrial uses, within the Comprehensive Plan. (Predecessor district B-3 General Commercial)
  - (e) BP *Business Park*. The BP district accommodates office, light industrial, and other compatible businesses and support uses in a controlled business or office park setting. Allowable uses and activities include those associated with low levels of noise, odor, vibrations, and particulate emissions. Development within this district is served by public sanitary sewer and water services. This district is intended for mapping in areas planned for commercial uses, and occasionally in areas planned for industrial uses, within the Comprehensive Plan. (Predecessor district: B-P Business Park and B-4 Office)
  - (f) LI *Limited Industrial*. The LI district accommodates primarily light industrial, storage, office, and other compatible businesses and support uses. Allowable uses are geared toward activities which are not associated with high levels of noise, odor, particulate emissions, outdoor activities, and other potential nuisances. Development within this district is served by public sanitary sewer and water services. This district is intended for mapping in areas planned for industrial uses within the Comprehensive Plan. (Predecessor district: LMD Light Manufacturing Distribution)
  - (g) GI *General Industrial*. The GI district accommodates a range of manufacturing, assembling, fabrication and processing, bulk handling, storage, warehousing, trucking, and utility uses. The uses associated with this district may have significant off-site impacts such as heavy truck traffic, noise, and odors. Development within this district is served by public sanitary sewer and water services. This district is intended for mapping in limited areas planned for industrial uses within the Comprehensive Plan, at the Village's discretion. (Predecessor district: M1 Manufacturing and warehousing)
- (4) **Other Districts.**
- (a) N *Neighborhood*. The N district is intended to facilitate cohesive planned neighborhood developments that include desirable and innovative variations in the mix and relationship of uses, structures, and open spaces, consistent with proven principles of high-quality neighborhood design including traditional neighborhood design and conservation neighborhood design. Development within this district is served by public sanitary sewer and water services. See Article 14 for specifications. (Predecessor district: TND Traditional Neighborhood Development)

P = Permitted Use		C = Conditional Use		T = Temporary Use		Empty Cell = Prohibited Use		
Land Use Category		Zoning District (see key at end of figure)						
(#)	Land Use Type	INT	B-1	B-2	B-3	BP	LI	GI
<b>Storage or Disposal Land Uses</b> (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
<b>Transportation Land Uses</b> (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
<b>Industrial Land Uses</b> (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
<b>Accessory and Miscellaneous Land Uses</b> (see Section 94.4.09 for descriptions/standards for each use)								
(1)	Detached Accessory Structure (For Non-Residential Use)	P	P	P	P	P	P	P
(2)	Detached Accessory Structure (For Residential Use)		P					
(3)	Family Day Care Home (4-8 children)		P	P				
(4)	Intermediate Day Care Home (9-15 children)							
(5)	Home Occupation		C					
(6)	Residential Business		C					

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### **Section 94.4.06: Storage or Disposal Land Use Types**

#### **(1) Indoor Storage or Wholesaling.**

Uses primarily oriented to the receiving, holding, and shipping of packaged materials for a single business or a single group of businesses. With the exception of loading and parking facilities, such land uses are contained entirely within an enclosed building. Examples include warehouse facilities, long-term indoor storage facilities, and joint warehouse and storage facilities. Retail outlets associated with this use shall be considered accessory uses, which are separately listed and regulated.

#### **Performance Standards:**

1. A bufferyard meeting the requirements of Section 94.11.02(3)(d) shall be provided along all property borders abutting residentially zoned property.
2. Minimum Required Off-Street Parking: one space per 2,000 square feet of Gross Floor Area.

#### **(2) Outdoor Storage or Wholesaling.**

Uses primarily oriented to the receiving, holding, and shipping of packaged materials for a single business or a single group of businesses, and where any activity beyond loading and parking is located outdoors. Examples of include contractors' outdoor storage yards, equipment yards, lumber yards, coal yards, landscaping materials yards, construction materials yards, and shipping materials yards. Such land uses do not include the storage of inoperative vehicles or equipment, or other materials typically associated with a "Junkyard or Salvage Yard" use, which is separately listed and regulated.

#### **Performance Standards:**

1. All outdoor storage areas shall be located no closer to a residentially zoned property than the required minimum setback for buildings on the subject property.
2. A bufferyard meeting the requirements of Section 94.11.02(3)(d) shall be provided along all property borders abutting residentially zoned property.
3. 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 non-industrially zoned areas and public rights-of-way, up to the maximum fence heights allowed under Section 94.9.03.
4. The storage of items shall not be permitted in the minimum required front yard.
5. Minimum Required Off-Street Parking: one space for every 10,000 square feet of Gross Storage Area, plus one space per each employee on the largest work shift.

#### **(3) Personal Storage Facility.**

Includes indoor storage of items entirely within partitioned buildings with individual access to each partitioned area. Such storage areas may be available on either a condominium or rental basis. Also known as mini-warehouses.

#### **Performance Standards:**

1. A bufferyard meeting the requirements of Section 94.11.02(3)(d) shall be provided along all property borders abutting residentially zoned property and public rights-of-way.
2. Minimum Required Off-Street Parking: one space for each employee on the largest work shift.

#### **(4) Junkyard or Salvage Yard.**

Any land or structures used for a salvaging operation including but not limited to the above-ground, outdoor storage and/or sale of waste paper, rags, scrap metal, and any other discarded materials intended for sale or recycling; and/or the collection, dismantlement, storage, or salvage of two or

# LIMITED INDUSTRIAL – LI

## Non-Residential and Mixed Use District

Adoption Date: March 18, 2015

Print Date: April 10, 2015

### Purpose:

The LI district accommodates primarily light industrial, storage, office, and other compatible businesses and support uses. Allowable uses are geared toward activities which are not associated with high levels of noise, odor, particulate emissions, outdoor activities, and other potential nuisances. Development within this district is served by public sanitary sewer and water services. This district is intended for mapping in areas planned for industrial uses within the Comprehensive Plan. (Predecessor district: LMD Light Manufacturing Distribution)

### Permitted Uses:

#### Primary Uses:

- Agricultural-Related Uses
- Passive Outdoor Public Recreation
- Active Outdoor Public Recreation
- Public Service or Utility
- Office
- Person or Professional Service
- Indoor Repair and Maintenance
- Outdoor and Vehicle Repair and Maintenance
- Microbeverage Production Facility
- Indoor Storage or Wholesaling
- Light Industrial Use
- Communications Tower

#### Accessory Uses:

- Detached Accessory Structure (non-residential use)
- Company Cafeteria
- Company Provided On-site Recreation or Child Care
- Indoor Sales Incidental to Storage or Light Industrial Use
- Small Exterior Communication Device
- Large Exterior Communication Device
- Geothermal Energy System
- Small Wind Energy System
- Small Solar Energy System
- Outdoor Solid Fuel Furnace
- Private Lake (Pond)
- Donation Drop-off Box or Vending Machine

### Conditional Uses:

#### Primary Uses:

- Multi-Family Residence (3-8 units/building)
- Multi-family Residence (9+ units/building)
- Community Garden
- Indoor Institutional-General
- Outdoor Institutional
- Institutional Residential
- Artisan Studio
- Group Day Care Center
- Indoor Sales or Service
- Outdoor Display
- Drive-in or Drive-through Sales or Service
- Indoor Commercial Entertainment
- Outdoor Storage or Wholesaling
- Personal Storage Facility
- Solid Waste Disposal, Composting or Recycling Facility
- Auction Yard
- Off-site Parking
- Airport or Heliport
- Freight Terminal
- Distribution Center
- Livestock or Farm Commodity Trucking
- Heavy Industrial

#### Accessory Uses:

- Light Industrial Activities Incidental to Indoor Sales or Service
- Outdoor Display Incidental to Indoor Sales or Service

### Temporary Uses:

- Temporary Outdoor Sales
- Outdoor Assembly or Special Event
- Contractor's Project Office
- Contractor's On-site Equipment Storage Facility
- Relocatable Building
- On-site Real Estate Sales Office
- Temporary Portable Storage Container
- Temporary Shelter
- Temporary Unscreened Outdoor Storage Accessory to Industrial Use

### Definitions:

- Permitted Use:** Land uses listed as permitted uses are permitted by right, subject to all applicable requirements of this Chapter and all other applicable regulations.
- Conditional Use:** Land uses listed as conditional uses are allowed only with a conditional use permit, subject to all applicable requirements of this Chapter and all other applicable regulations.
- Temporary Use:** Temporary land uses are allowed on a temporary basis subject to temporary use approval requirements in Section 94.13.07.
- Unlisted Use:** Authorization may be granted by the Zoning Administrator. Please see Section 94.3.02(3) for more details.

### Dimensions and Density Standards:

Minimum Lot Size	Minimum Lot Width (ft)	Minimum Public Street Frontage (ft)	Minimum Landscape Surface Ratio (LSR)	Max Floor Area Ratio (FAR) <sup>a</sup>
30,000 ft <sup>2</sup>	80	40	20%	0.5

<sup>a</sup> Does not include structured parking or underground parking.

Minimum Setbacks (ft) <sup>b</sup>						Minimum Principal Building Separation (ft)	Maximum Building Height			
Principal Residential Building			Detached Accessory Building <sup>a</sup>	Pavement <sup>d</sup>			Principal Building		Accessory Building	
Front and Street Side <sup>a</sup>	Interior Side	Rear		Interior Side and Rear <sup>a,d</sup>	Interior Side or Rear		Front or Street <sup>a</sup>	Feet	Floors	Feet
30	12	20	10	5	10	10	30	2	20	1

<sup>a</sup> See Section 94.4.09(1) for standards related to detached accessory buildings located within front yard areas, minimum separation requirements associated with detached accessory structures, and other standards associated with detached structures.

<sup>b</sup> Additional setbacks may be required along zoning district boundaries for bufferyards, if required for a particular land use in Article 4 or Section 94.11.02(3)(d).

<sup>c</sup> Includes all gravel and hard surfaces as defines in Section 94.17.04. This setback excludes intrusions required for driveway entrances and permitted or required for cross access driveways and pedestrian ways; shared driveways; and shared parking lots.

<sup>d</sup> Front and street side yard setbacks for accessory structures as the same as the minimum front and street setbacks for the principal structure.

### Signs:

On Building	Freestanding	Maximum Number of Signs
Type: Wall Sign, Awning or Projecting  Max Area: 200 ft <sup>2</sup> or 1 ft <sup>2</sup> per linear foot of frontage, <i>whichever is less</i> per signable wall	Type: Monument or Pylon  Max Area: 64 ft <sup>2</sup> (200 ft <sup>2</sup> within 660ft of State Highway 29 or Interstate)  Max Height: 20 ft (40ft <sup>2</sup> within 660ft of State Highway 29 or Interstate)	TWO On Building sign per signable wall per business.  ONE Freestanding sign per lot or TWO for lots with 2 street frontages where each frontage is at least 200ft with setback height of sign, no less than 10ft from vehicular/Pedestrian travel way.

**\*If any discrepancies between this document and Chapter 94 of the Municipal Code (Zoning Code) occur the language of Chapter 94 of the Municipal Code shall prevail. This document is designed as a convenience and all information shall be corroborated with Chapter 94 of the Municipal Code.**





September 11, 2015

**VIA EMAIL ONLY**

Tricia and Mike Walstrom  
Mystic's, LLC  
5906 Hilgemann Street  
Weston, WI 54476  
[mystics.llc@gmail.com](mailto:mystics.llc@gmail.com)

Re: Approved Temporary Commercial Occupancy Certificate – 5906 Hilgemann Street, Weston

Dear Tricia and Mike,

Both Scott Tatro, Building Inspector, and Marty Christiansen, Fire Inspector, have signed off on your Occupancy Permit. However, as I was reviewing your Occupancy Certificate application, the Refuse and Recycling section only indicates that you have just one 2-yard dumpster for trash, and nothing indicated on the application for recycling.

Please realize that recycling is State Law, and is also required and enforced through our local ordinance (Chapter 66, Solid Waste). As new businesses move in or as commercial properties expand, we work with them on complying with the recycling requirement.

You will most likely need to contact your landlord, as we do also require, as new businesses move in and commercial properties expand, that the refuse/recycling dumpsters/carts are contained within an enclosure. I am guessing your dumpster is set out in the open, but perhaps I am incorrect. If there is not an enclosure present, prior to having it constructed, we ask that you contact Advanced Disposal Services (715-359-6637) to have them send someone over to make sure the location of where the enclosure is proposed to be placed will be in a location that their truck can easily access, without any potential safety issues.

We are aware that you want to open your business tomorrow and do not want to cause a delay for you. So, we have issued you a 30-day temporary occupancy permit with an expiration date of October 11, 2015. This will give you and your landlord time to take care of this issue. Please let us know right away if you will be unable to meet this date. Once the enclosure is complete, we will go ahead and issue you your permanent occupancy permit.

Two items that are attached for your use: a copy of our Solid Waste Ordinance (see Section 66.115 Exterior Storage Standards), and the second is the Refuse and Recycling Site Application.

As you will see, the ordinance and application state that the enclosure is required to be a minimum of 30-feet wide by 10-feet long. Once you (and your landlord) decide what type of containers you will want (one single-stream recycling cart or two recycling dumpsters), you will be able to figure out how large the enclosure actually needs to be. Our Planning & Development Director, Jennifer Higgins, does have the authority to approve a smaller-size enclosure if the proper information is provided to the Village to validate its use. A

**Weston Municipal Center**

5500 Schofield Avenue • Weston, WI 54476 • Phone: (715) 359-6114 • Fax: (715) 359-6117  
[www.westonwi.gov](http://www.westonwi.gov)

representative from Advanced Disposal should sign off on that application, indicating they are satisfied with the location of the proposed enclosure. There is also a map attached, showing your property, where you can simply draw on this map where you plan to install the enclosure. Please keep at least 6 feet of space between the enclosure and property lines.

Also attached for your use is your Temporary Occupancy Permit. The Village of Weston is happy to help promote all new businesses in Weston. If you have something (new business announcement) that we can share on our website, Facebook, Weekly Weston Wire, etc., please e-mail that to Renee Hodell or Heather Meliska (as noted below), who can share your information with the public via our website and social media.

Please keep us posted as far as the plans for the enclosure. Prior to construction of the enclosure, be sure to supply us the application and site plan drawing so that we can also review and approve it.

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

Sincerely,



Valerie Parker  
Administrative Specialist  
Planning & Development Department

Cc: Richard and Carol Wanta, 6524 County Road C, Hatley, WI 54440

Commercial Occupancy Review Team:

Director of Planning & Development, Jennifer Higgins, [jhiggins@westonwi.gov](mailto:jhiggins@westonwi.gov)

Building Inspector, Scott Tatro, [statro@westonwi.gov](mailto:statro@westonwi.gov)

Assistant Planner, Jared Wehner, [jwehner@westonwi.gov](mailto:jwehner@westonwi.gov)

Fire Inspector, Marty Christiansen, SAFER District, [mchristiansen@saferdistrict.org](mailto:mchristiansen@saferdistrict.org)

Fire Chief, Matt Savage, SAFER District, [msavage@saferdistrict.org](mailto:msavage@saferdistrict.org)

Police Chief, Wally Sparks, Everest Metro Police Department, [Wally.sparks@co.marathon.wi.us](mailto:Wally.sparks@co.marathon.wi.us)

Village Assessor, Greg Schmidt, [schmidtgregd@gmail.com](mailto:schmidtgregd@gmail.com)

Weston Utility Clerk, Donna Van Swol, [dvanswol@westonwi.gov](mailto:dvanswol@westonwi.gov)

Taxpayer Relations Coordinator, Renee Hodell, [rhodell@westonwi.gov](mailto:rhodell@westonwi.gov)

Communications Specialist, Heather Meliska, [hmeliska@westonwi.gov](mailto:hmeliska@westonwi.gov)

# Temporary Certificate of Occupancy

Village of Weston  
Department of Planning and Development  
Building Inspection

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

<b>Proposed Land Use</b>	Indoor Sales or Service - a permitted use within the B-3 Zoning District (94.4.05(5)).	<b>Zoning Permit No.</b>	ZONE-8-15-6161
<b>Property Owner</b>	Richard and Carol Wanta	<b>Business</b>	Mystic's, LLC
<b>Business Owner</b>	Tricia and Mike Wallstrom	<b>Date Issued</b>	9/11/2015
		<b>Date Expires:</b>	<b>10/11/2015</b>
		<b>CO Number:</b>	TCO-1107

5906 Hilgemann Street  
Weston, WI 54476

Location

*Jennifer L Higgins*

Authorized Signature

Not Transferable

**POST IN A CONSPICUOUS PLACE**

5906 Hilgemann St.

Occupancy Certificate

Application
Village of Weston/ETZ
Date: 09-09-15

Occupancy No. : TCO-1107/co-



5500 Schofield Ave
Weston, WI 54476

FULL COMPLETION OF THIS FORM IS REQUIRED FOR PROCESSING

Business Name: MYSTICS LLC Zoning Permit No.: ZONE-8-15-6161

OCCUPANCY INSPECTION FEES

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

EXPLANATION OF THE CERTIFICATION PROCESS

No building or addition hereafter constructed or structurally altered shall be used for any purpose, and no addition to a previously existing building shall be occupied...

REQUIRED CONTACT AND EMERGENCY INFORMATION

Manager Name: Tricia Wallstrom Phone: 815-463-6609
Mailing Address: 983 Siberian Dr. Weston Schofield WI 54476
Email: mystics.llc@gmail.com

Emergency Contact 1: Mike Wallstrom Phone: 815-463-6609
Emergency Contact 2:
Emergency Contact 3:

Is the Business Equipped with an Alarm? Yes No
Alarm Type: Burglar Fire Other
Surveillance: Indoor Outdoor

What type of Fire Suppression System?
Location of Fire Suppression Controls:

Is the Suppression System on an exterior alarm or via an alarm co.?
S.A.F.E.R. provides a Knoxbox Program... Would you like someone from the fire department to contact you concerning this program?

Contact Name: Phone No.:

REQUIREMENTS AND CERTIFICATIONS

- Has a sign permit application been submitted? All business are required to have a sign.
Is the address visible from the roadway? Are tenant addresses on the back doors of multi-tenant buildings?
Has a copy of the Marathon County Health Department Certificate been attached?
Has a copy of the Wisconsin DNR and/or DATCP Certificate(s) been attached?

## REFUSE AND RECYCLING

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

**Hauler Name:** Advanced Disposal **Contact Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Secondary Hauler Information (if applicable):**

**Hauler Name:** \_\_\_\_\_ **Contact Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Receptacle Information:**

Refuse: Number of containers: 1  45 gal cart  95 gal cart  dumpster: Size: 2 Yards

Cardboard: Number of containers: \_\_\_\_\_  45 gal cart  95 gal cart  dumpster: Size: \_\_\_\_\_ Yards

Co-Mingled: Number of containers: \_\_\_\_\_  45 gal cart  95 gal cart  dumpster: Size: \_\_\_\_\_ Yards

Single-Stream: Number of containers: \_\_\_\_\_  45 gal cart  95 gal cart  dumpster: Size: \_\_\_\_\_ Yards

Grease: Number of containers: \_\_\_\_\_  dumpster: Size: \_\_\_\_\_ Yards

## ENCLOSURE REQUIREMENTS

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

Has an enclosure been shown in the site plan submitted with the Zoning Permit or Site Plan Application?

Yes  No

If no to previous question, has the site plan been attached?

Yes  No

Does the site plan include ALL the required components listed above?

Yes  No

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

Is the applicant applying for a special exception? Explain below.

Yes  No

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### INSPECTION REQUIRED

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

Requested date for inspection: \_\_\_\_\_ Time: \_\_\_\_\_  AM  PM

Alternate date for inspection: \_\_\_\_\_ Time: \_\_\_\_\_  AM  PM

Date of Opening: September 12, 2015

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### STATEMENT OF UNDERSTANDING AND SIGNATURES

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

Jocelyn A. Wollstau

Signature of Applicant

8/10/15

Date

Property Owner     Business Owner     General Manager/Occupant

**INSPECTIONS**

Requested Inspection Date: 09-10-2015 Call Back Confirmation Date: -

Date of Inspection: 09-10-2015 Inspected By: Scott Tatro

EMPD Inspected:  Yes  No Inspected By: \_\_\_\_\_

S.A.F.E.R. Inspected:  Yes  No Inspected By: Marty Christiansen

Comments: Due to needing to meet recycling regulations along with needing an enclosure, a Temp. Occ. Permit will be issued until these requirements have been met. (up)

Inspection Approved:  Yes  No Date: 09-10-15

Re-inspection Required:  Yes  No Date: -

Re-inspection Approved:  Yes  No Date: -

Building Inspector Report Attached:  Yes  No

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

**APPROVAL AND DEPARTMENT SIGNATURES**

Temporary Approval Date: 09-11-2015 Expiration Date: 10-11-2015

Occupancy Certificate No. TCO-1107

Final Approval Date: \_\_\_\_\_

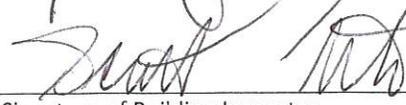
Occupancy Certificate No. \_\_\_\_\_



Signature of Zoning Administrator

9/11/15

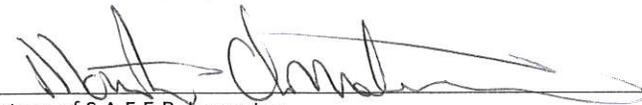
Date



Signature of Building Inspector

9/10/15

Date



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

9/10/15

Date



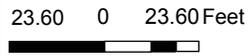
# Land Information Mapping System



**Legend**

- Parcels
- Land Hooks
- Addresses
- Section Lines/Numbers
- Right Of Ways
- County-wide Buildings
- Road Names
- Named Places
- Municipalities

**Notes**



DISCLAIMER: The information and depictions herein are for informational purposes and Marathon County-City of Wausau specifically disclaims accuracy in this reproduction and specifically admonishes and advises that if specific and precise accuracy is required, the same should be determined by procurement of certified maps, surveys, plats, Flood Insurance Studies, or other official means. Marathon County-City of Wausau will not be responsible for any damages which result from third party use of the information and depictions herein or for use which ignores this warning.  
THIS MAP IS NOT TO BE USED FOR NAVIGATION

User\_Defined\_Lambert\_Conformal\_Conic



August 31, 2015

**VIA EMAIL ONLY**

Colleen and Tom Webster  
Webster's Ultimate Performance  
5503 Schofield Avenue, Suite B  
Weston, WI 54476  
[colleen@webstersperformance.com](mailto:colleen@webstersperformance.com)

Re: Approved Commercial Occupancy Certificate – 5503 Schofield Avenue, Suite B, Weston

Dear Colleen and Tom,

Last Friday, August 28<sup>th</sup>, Building Inspector, Scott Tatro, and Fire Inspector, Marty Christiansen, were present at your site to perform their inspections. Though, I was told there were some minor corrections to be made, they were minor enough as to not hold up the opening of your business.

Attached for your records is your Commercial Occupancy Certificate and all other associated documents pertaining to the opening of your business.

We greatly appreciate how attentive and responsive you have been with the application submittals, and wish your business well! The Village of Weston is happy to help promote all new businesses in Weston. If you have something (new business announcement) that we can share on our website, Facebook, Weekly Weston Wire, etc., please e-mail that to Renee Hodell or Heather Meliska (as noted below), who can share your information with the public.

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

Sincerely,

Valerie Parker  
Administrative Specialist  
Planning & Development Department

Cc: Travis Hoffman, T&A Hoffmann, LLC, [travis@elitecustomcabinetry.com](mailto:travis@elitecustomcabinetry.com)

Commercial Occupancy Review Team:

Director of Planning & Development, Jennifer Higgins, [jhiggins@westonwi.gov](mailto:jhiggins@westonwi.gov)  
Building Inspector, Scott Tatro, [statro@westonwi.gov](mailto:statro@westonwi.gov)  
Assistant Planner, Jared Wehner, [jwehner@westonwi.gov](mailto:jwehner@westonwi.gov)  
Fire Inspector, Marty Christiansen, SAFER District, [mchristiansen@saferdistrict.org](mailto:mchristiansen@saferdistrict.org)  
Fire Chief, Matt Savage, SAFER District, [msavage@saferdistrict.org](mailto:msavage@saferdistrict.org)  
Police Chief, Wally Sparks, Everest Metro Police Department, [Wally.sparks@co.marathon.wi.us](mailto:Wally.sparks@co.marathon.wi.us)  
Village Assessor, Greg Schmidt, [schmidtgregd@gmail.com](mailto:schmidtgregd@gmail.com)  
Weston Utility Clerk, Donna Van Swol, [dvanswol@westonwi.gov](mailto:dvanswol@westonwi.gov)  
Taxpayer Relations Coordinator, Renee Hodell, [rhodell@westonwi.gov](mailto:rhodell@westonwi.gov)  
Communications Specialist, Heather Meliska, [hmeliska@westonwi.gov](mailto:hmeliska@westonwi.gov)

**Weston Municipal Center**

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

[www.westonwi.gov](http://www.westonwi.gov)

# Certificate of Occupancy

Village of Weston  
Department of Planning & Development  
Building Inspection

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

<b>Proposed Land Use</b>	Indoor Sales & Service, as well as Outdoor and Vehicle Repair & Maintenance.	<b>Zoning Permit No.</b>	ZONE-7-15-6122
<b>Business Owner</b>	Tom and Colleen Webster	<b>Business</b>	Webster's Ultimate Performance
<b>Property Owner</b>	Travis Hoffman/T&A Hoffmann, LLC	<b>Date Issued</b>	8/28/2015
		<b>CO Number:</b>	CO-1103

5503 Schofield Avenue #B

Weston WI 54476

Location



Authorized Signature

Not Transferable

POST IN A CONSPICUOUS PLACE

# Occupancy Certificate

Application

Village of Weston/ETZ

Date: 8/26/2015

Occupancy No. :

CO-1103



5500 Schofield Ave  
Weston, WI 54476

**FULL COMPLETION OF THIS FORM IS REQUIRED FOR PROCESSING**

Business Name: Webster's Ultimate Performance, LLC Zoning Permit No.: ZONE-7-15-6122

## OCCUPANCY INSPECTION FEES

- Building and Safety Inspection (2 included) \$50.00 FEE *pd. # 5622* [43/4341]
- Building and Safety Re-inspection \$50.00 FEE [43/4341]

## EXPLANATION OF THE CERTIFICATION PROCESS

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

## REQUIRED CONTACT AND EMERGENCY INFORMATION

Manager Name: Colleen Webster Phone: (715) 344-6180  
 Mailing Address: 1306 Okray Ave Email: colleen@webstersperformance.com  
Plover, WI 54467 Website: www.webstersperformance.com

Emergency Contact 1: Colleen Webster Phone: (715) 572-4070 Alt Phone: \_\_\_\_\_  
 Emergency Contact 2: Tom Webster Phone: (715) 572-7040 Alt Phone: \_\_\_\_\_  
 Emergency Contact 3: Kory Schneiderman Phone: (715) 321-4540 Alt Phone: \_\_\_\_\_

Is the Business Equipped with an Alarm?  Yes  No Audible Alarm?  Yes  No  
 Alarm Type: \_\_\_\_\_ Monitored by: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Burglar:  Yes  No \_\_\_\_\_  
 Fire:  Yes  No \_\_\_\_\_  
 Other:  Yes  No \_\_\_\_\_  
 Surveillance:  Yes  No  Indoor  Outdoor

What type of Fire Suppression System? \_\_\_\_\_

Location of Fire Suppression Controls: \_\_\_\_\_

Is the Suppression System on an exterior alarm or via an alarm co.? \_\_\_\_\_

S.A.F.E.R. provides a *Knoxbox* Program, which would allow emergency entrance to the building by authorized emergency personnel via a key you provide located in the *Knoxbox* at the front entrance. Would you like someone from the fire department to contact you concerning this program?  Yes  No

Contact Name: \_\_\_\_\_ Phone No. \_\_\_\_\_

## REQUIREMENTS AND CERTIFICATIONS

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

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**REFUSE AND RECYCLING**

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

Hauler Name: N/A will be using existing Contact Name: \_\_\_\_\_  
Mailing Address: dumpsters provided by Phone: \_\_\_\_\_  
building owner Email: \_\_\_\_\_

**Secondary Hauler Information (if applicable):**

Hauler Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
\_\_\_\_\_ Email: \_\_\_\_\_

**Receptacle Information:**

- |   |                             |                                      |                                      |   |             |       |
|---|-----------------------------|--------------------------------------|--------------------------------------|---|-------------|-------|
| <input type="checkbox"/> Refuse:        | Number of containers: _____ | <input type="checkbox"/> 45 gal cart | <input type="checkbox"/> 95 gal cart | <input checked="" type="checkbox"/> dumpster: | Size: _____ | Yards |
| <input type="checkbox"/> Cardboard:     | Number of containers: _____ | <input type="checkbox"/> 45 gal cart | <input type="checkbox"/> 95 gal cart | <input checked="" type="checkbox"/> dumpster: | Size: _____ | Yards |
| <input type="checkbox"/> Co-Mingled:    | Number of containers: _____ | <input type="checkbox"/> 45 gal cart | <input type="checkbox"/> 95 gal cart | <input type="checkbox"/> dumpster:            | Size: _____ | Yards |
| <input type="checkbox"/> Single-Stream: | Number of containers: _____ | <input type="checkbox"/> 45 gal cart | <input type="checkbox"/> 95 gal cart | <input type="checkbox"/> dumpster:            | Size: _____ | Yards |
| <input type="checkbox"/> Grease:        | Number of containers: _____ |                                      |                                      | <input type="checkbox"/> dumpster:            | Size: _____ | Yards |

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**ENCLOSURE REQUIREMENTS**

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

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

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

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

T&A Hoffman is in the process of complying with an enclosure. We will be using these receptacles.

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### INSPECTION REQUIRED

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

Requested date for inspection: 08/28/2015 Time: 01:00  AM  PM  
Alternate date for inspection: 08/31/2015 Time: 10:00  AM  PM  
Date of Opening: 09/01/2015

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### STATEMENT OF UNDERSTANDING AND SIGNATURES

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

Tom Webster

Digitally signed by Tom Webster  
DN: cn=Tom Webster, o=Tom Webster, email=TomWebster@villageperformance.com  
Reason: I am the author of this signature  
Location:  
Date: 2015.08.25 17:00:05-00

8/26/2015

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Signature of Applicant

Date

Property Owner     Business Owner     General Manager/Occupant

INSPECTIONS

Requested Inspection Date: 08-28-2015 Call Back Confirmation Date: 08-31-2015

Date of Inspection: 08-28-2015 Inspected By: Scott Tatro

EMPD Inspected:  Yes  No Inspected By: -

S.A.F.E.R. Inspected:  Yes  No Inspected By: Marty Christlansen

Comments: \*Some very minor corrections to be made (per Scott Tatro),  
no hold-up to opening due to these.

Inspection Approved:  Yes  No Date: 08-28-15

Re-inspection Required:  Yes  No Date: \_\_\_\_\_

Re-inspection Approved:  Yes  No Date: \_\_\_\_\_

Building Inspector Report Attached:  Yes  No

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

APPROVAL AND DEPARTMENT SIGNATURES

Temporary Approval Date: - Expiration Date: -

Occupancy Certificate No. -

Final Approval Date: 08-28-2015

Occupancy Certificate No. CO-1103

Jennifer L. Higgins 8/31/15  
Signature of Zoning Administrator Date

Scott Tatro 8/28/15  
Signature of Building Inspector Date

Marty Christlansen 8/28/15  
Signature of S.A.F.E.R. Inspector Date

September 9, 2015



VIA EMAIL ONLY

Michael Fink  
7701 Schofield Avenue  
Weston, WI 54476  
[mikefink@gmail.com](mailto:mikefink@gmail.com)

Re: Approved Commercial Occupancy Certificate – 7701 Schofield Avenue, Weston

Dear Mike,

In the past week or so, Building Inspector, Scott Tatro, and Fire Inspector, Marty Christiansen, were present at your site to perform their inspections. I was notified that your business passed their inspections.

Attached for your records is your Commercial Occupancy Certificate and all other associated documents pertaining to the opening of your business.

We truly wish your business well! The Village of Weston is happy to help promote all new businesses in Weston. If you have something (new business announcement) that we can share on our website, Facebook, Weekly Weston Wire, etc., please e-mail that to Renee Hodell or Heather Meliska (as noted below), who can share your information with the public.

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

Sincerely,

Valerie Parker  
Administrative Specialist  
Planning & Development Department

Cc: Paul Jones, Landscaping Experts, LLC, [pjones@landartcompanies.com](mailto:pjones@landartcompanies.com)

Commercial Occupancy Review Team:

Director of Planning & Development, Jennifer Higgins, [jhiggins@westonwi.gov](mailto:jhiggins@westonwi.gov)  
Building Inspector, Scott Tatro, [statro@westonwi.gov](mailto:statro@westonwi.gov)  
Assistant Planner, Jared Wehner, [jwehner@westonwi.gov](mailto:jwehner@westonwi.gov)  
Fire Inspector, Marty Christiansen, SAFER District, [mchristiansen@saferdistrict.org](mailto:mchristiansen@saferdistrict.org)  
Fire Chief, Matt Savage, SAFER District, [msavage@saferdistrict.org](mailto:msavage@saferdistrict.org)  
Police Chief, Wally Sparks, Everest Metro Police Department, [Wally.sparks@co.marathon.wi.us](mailto:Wally.sparks@co.marathon.wi.us)  
Village Assessor, Greg Schmidt, [schmidtgregd@gmail.com](mailto:schmidtgregd@gmail.com)  
Weston Utility Clerk, Donna Van Swol, [dvanwol@westonwi.gov](mailto:dvanwol@westonwi.gov)  
Taxpayer Relations Coordinator, Renee Hodell, [rhodell@westonwi.gov](mailto:rhodell@westonwi.gov)  
Communications Specialist, Heather Meliska, [hmeliska@westonwi.gov](mailto:hmeliska@westonwi.gov)

# Certificate of Occupancy

Village of Weston  
Department of Community Development  
Building Inspection

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

<b>Proposed Land Use</b>	Indoor Sales or Service and Commercial Animal Establishment	<b>Zoning Permit No.</b>	ZONE-8-15-6154
<b>Business Owner</b>	Michael Fink	<b>Business</b>	Playful Paws, LLC
<b>Property Owner</b>	Landscaping Experts, LLC	<b>Date Issued</b>	9/3/2015
		<b>CO Number:</b>	CO-1105

7701 Schofield Avenue  
Weston, WI 54476

Location



Authorized Signature

Not Transferable

**POST IN A CONSPICUOUS PLACE**

**Occupancy Certificate**

Application  
Village of Weston/ETZ  
Date: 8/1/15

Occupancy No. : CO-1105



5500 Schofield Ave  
Weston, WI 54476

FULL COMPLETION OF THIS FORM IS REQUIRED FOR PROCESSING

Business Name: Playful Paws

Zoning Permit No.: ZONE-8-15-6154

**OCCUPANCY INSPECTION FEES**

- Building and Safety Inspection (2 included) *p.d. cash 8/1/15* **\$50.00 FEE** (43/4341)
- Building and Safety Re-inspection **\$50.00 FEE** [43/4341]

**EXPLANATION OF THE CERTIFICATION PROCESS**

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

**REQUIRED CONTACT AND EMERGENCY INFORMATION**

Manager Name: Michael Fink Phone: (715) 432-6810

Mailing Address: 7701 schofield Ave, Email: mikepfink@gmail.com

Weston, Wi 54476 Website: NA

Emergency Contact 1: Same Phone: \_\_\_\_\_ Alt Phone: \_\_\_\_\_

Emergency Contact 2: \_\_\_\_\_ Phone: \_\_\_\_\_ Alt Phone: \_\_\_\_\_

Emergency Contact 3: \_\_\_\_\_ Phone: \_\_\_\_\_ Alt Phone: \_\_\_\_\_

Is the Business Equipped with an Alarm?  Yes  No Audible Alarm?  Yes  No  
Alarm Type: \_\_\_\_\_ Monitored by: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Burglar:  Yes  No \_\_\_\_\_

Fire:  Yes  No \_\_\_\_\_

Other:  Yes  No \_\_\_\_\_

Surveillance:  Yes  No  Indoor  Outdoor

What type of Fire Suppression System? NA

Location of Fire Suppression Controls: NA

Is the Suppression System on an exterior alarm or via an alarm co.? N/A

S.A.F.E.R. provides a *Knoxbox* Program, which would allow emergency entrance to the building by authorized emergency personnel via a key you provide located in the *Knoxbox* at the front entrance. Would you like someone from the fire department to contact you concerning this program?  Yes  No

Contact Name: \_\_\_\_\_ Phone No. \_\_\_\_\_

**REQUIREMENTS AND CERTIFICATIONS**

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

**REFUSE AND RECYCLING**

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

Hauler Name: Advance Disposal Contact Name: na  
Mailing Address: 5509 Fuller St Phone: 715 359 6637  
Weston, WI 54476 Email: na

**Secondary Hauler Information (if applicable):**

Hauler Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
\_\_\_\_\_ Email: \_\_\_\_\_

**Receptacle Information:**

- Refuse: Number of containers: 1  45 gal cart  95 gal cart  dumpster: Size: 2 Yards
- Cardboard: Number of containers: \_\_\_\_\_  45 gal cart  95 gal cart  dumpster: Size: \_\_\_\_\_ Yards
- Co-Mingled: Number of containers: \_\_\_\_\_  45 gal cart  95 gal cart  dumpster: Size: \_\_\_\_\_ Yards
- Single-Stream: Number of containers: \_\_\_\_\_  45 gal cart  95 gal cart  dumpster: Size: \_\_\_\_\_ Yards
- Grease: Number of containers: \_\_\_\_\_  dumpster: Size: \_\_\_\_\_ Yards

**ENCLOSURE REQUIREMENTS**

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

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

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

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

Previous Business (Noah's Bark), did not have an enclosure. Playful Paws, is the same type and size business. Waste generated (very little), will not attract animals, a 45-gallon cart, will  
2 yard

which will be secured, and will contain any oder. Similar setup to Weston Dog Park.

**INSPECTION REQUIRED**

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

Requested date for inspection: 08/10/2015 Time: 10:00  AM  PM  
Alternate date for inspection: 08/11/2015 Time: 10:00  AM  PM  
Date of Opening: 08/15/2015

**STATEMENT OF UNDERSTANDING AND SIGNATURES**

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



8/5/15

Signature of Applicant

Date

Property Owner  Business Owner  General Manager/Occupant



September 10, 2015

**VIA EMAIL ONLY**

Michael Seliger  
Shijun Seliger  
Seliger Capital, LLC  
1200 Heindl Lane  
Marathon, WI 54448  
[Mike.seliger@frontier.com](mailto:Mike.seliger@frontier.com)

Re: Approved Zoning Permit and Commercial Occupancy Certificate – 3208 Ross Avenue, Weston

Dear Michael and Shijun,

I apologize that I am just now getting this letter out to you, and do appreciate all that you have done to keep me informed on the purchase of this 5-Unit Apartment (Townhouse) property (which occurred back on August 13, 2015).

Attached for your records is your Zoning Permit and the Commercial Occupancy Certificate, and all other associated documents pertaining to these permits.

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

Sincerely,

Valerie Parker  
Administrative Specialist  
Planning & Development Department

Cc: Commercial Occupancy Review Team:

Director of Planning & Development, Jennifer Higgins, [jhiggins@westonwi.gov](mailto:jhiggins@westonwi.gov)  
Building Inspector, Scott Tatro, [statro@westonwi.gov](mailto:statro@westonwi.gov)  
Assistant Planner, Jared Wehner, [jwehner@westonwi.gov](mailto:jwehner@westonwi.gov)  
Fire Inspector, Marty Christiansen, SAFER District, [mchristiansen@saferdistrict.org](mailto:mchristiansen@saferdistrict.org)  
Fire Chief, Matt Savage, SAFER District, [msavage@saferdistrict.org](mailto:msavage@saferdistrict.org)  
Police Chief, Wally Sparks, Everest Metro Police Department, [Wally.sparks@co.marathon.wi.us](mailto:Wally.sparks@co.marathon.wi.us)  
Village Assessor, Greg Schmidt, [schmidtgregd@gmail.com](mailto:schmidtgregd@gmail.com)  
Weston Utility Clerk, Donna Van Swol, [dvanwol@westonwi.gov](mailto:dvanwol@westonwi.gov)  
Taxpayer Relations Coordinator, Renee Hodell, [rhodell@westonwi.gov](mailto:rhodell@westonwi.gov)  
Communications Specialist, Heather Meliska, [hmeliska@westonwi.gov](mailto:hmeliska@westonwi.gov)

# Certificate of Occupancy

Village of Weston  
Department of Community Development  
Building Inspection

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

<b>Proposed Land Use</b>	Multiple Family Residential	<b>Zoning Permit No.</b>	ZONE-9-15-6233
<b>Property Owner</b>	Michael & Shijun Seliger	<b>Business</b>	Seliger Capital, LLC
<b>Owner Mailing Address</b>	1200 Heindl Lane Marathon, WI 54448	<b>Date Issued</b>	9/10/2015
		<b>CO Number:</b>	CO-1106



3208 Ross Avenue #1 - #5

Weston, WI 54476

Property Location

A handwritten signature in black ink that reads 'Jennifer L. Higgins'. The signature is written in a cursive style and is positioned above a horizontal line.

Authorized Signature

Not Transferable

**POST IN A CONSPICUOUS PLACE**

**Occupancy Certificate**

Application

Village of Weston/ETZ

Date: AUG 24, 2015

Occupancy No. : CO-1106

For: 3208 Ross Ave.  
(5 unit apartment building.)



5500 Schofield Ave  
Weston, WI 54476

Business Name: SELIGER CAPITAL LLC Zoning Permit No.: ZONE-9-15-6233

**OCCUPANCY INSPECTION FEES**

<input checked="" type="checkbox"/> Building and Safety Inspection (2 included)	<b>\$50.00 FEE</b>	[43/4341]
<input type="checkbox"/> Building and Safety Re-inspection	<b>\$50.00 FEE</b>	[43/4341]

**EXPLANATION OF THE CERTIFICATION PROCESS**

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

**REQUIRED CONTACT AND EMERGENCY INFORMATION**

Manager Name: Michael G. Seliger Phone: 715-443-2373  
Mailing Address: 1200 HEINDL LN Email: mike.seliger@frontier.com  
MARATHON, WI 54448 Website: NONE

Emergency Contact 1: Michael Seliger Phone: 715-443-2373 Alt Phone: None  
Emergency Contact 2: Shijun Seliger Phone: 715-241-4619 Alt Phone: None  
Emergency Contact 3: \_\_\_\_\_ Phone: \_\_\_\_\_ Alt Phone: \_\_\_\_\_

Is the Business Equipped with an Alarm?  Yes  No Audible Alarm?  Yes  No  
Alarm Type: \_\_\_\_\_ Monitored by: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Burglar:  Yes  No \_\_\_\_\_

Fire:  Yes  No Smoke Detectors per code.

Other:  Yes  No \_\_\_\_\_

Surveillance:  Yes  No  Indoor  Outdoor

What type of Fire Suppression System? None

Location of Fire Suppression Controls: None

Is the Suppression System on an exterior alarm or via an alarm co.? None

S.A.F.E.R. provides a *Knoxbox* Program, which would allow emergency entrance to the building by authorized emergency personnel via a key you provide located in the *Knoxbox* at the front entrance. Would you like someone from the fire department to contact you concerning this program?  Yes  No

Contact Name: Michael Seliger Phone No. 715-443-2373

**REQUIREMENTS AND CERTIFICATIONS**

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

## REFUSE AND RECYCLING

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

**Hauler Name:** Advanced Disposal      **Contact Name:** Admin answers phone  
**Mailing Address:** 5509 Fuller St      **Phone:** 715-359-6637  
Weston, WI 54476      **Email:** \_\_\_\_\_

**Secondary Hauler Information (if applicable):**

**Hauler Name:** None      **Contact Name:** N/A  
**Mailing Address:** \_\_\_\_\_      **Phone:** \_\_\_\_\_  
\_\_\_\_\_      **Email:** \_\_\_\_\_

**Receptacle Information:**

<input checked="" type="checkbox"/> Refuse:	Number of containers: <u>5</u>	<input type="checkbox"/> 45 gal cart	<input checked="" type="checkbox"/> 95 gal cart	<input type="checkbox"/> dumpster:	Size: _____	Yards
<input type="checkbox"/> Cardboard:	Number of containers: _____	<input type="checkbox"/> 45 gal cart	<input type="checkbox"/> 95 gal cart	<input type="checkbox"/> dumpster:	Size: _____	Yards
<input checked="" type="checkbox"/> Co-Mingled:	Number of containers: <u>5</u>	<input type="checkbox"/> 45 gal cart	<input checked="" type="checkbox"/> 95 gal cart	<input type="checkbox"/> dumpster:	Size: _____	Yards
<input type="checkbox"/> Single-Stream:	Number of containers: _____	<input type="checkbox"/> 45 gal cart	<input type="checkbox"/> 95 gal cart	<input type="checkbox"/> dumpster:	Size: _____	Yards
<input type="checkbox"/> Grease:	Number of containers: _____			<input type="checkbox"/> dumpster:	Size: _____	Yards

## ENCLOSURE REQUIREMENTS

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

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

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

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

This is a 5 townhome buildings. Each unit has 2 carts  
from Adv. Disp. that can be in each garage. Paid by  
Seliger Capital LLC. There is no large dumpster on the  
property.

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### INSPECTION REQUIRED

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

Requested date for inspection: \_\_\_\_\_ Time: \_\_\_\_\_  AM  PM

Alternate date for inspection: \_\_\_\_\_ Time: \_\_\_\_\_  AM  PM

Date of Opening: Built in 1998, SELIGER CAPITAL LLC purchased on Aug 13, 2015

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### STATEMENT OF UNDERSTANDING AND SIGNATURES

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

Michael A Seliger, SELIGER CAPITAL LLC 8-24-2015  
Signature of Applicant Date

Property Owner  Business Owner  General Manager/Occupant

**INSPECTIONS**

Requested Inspection Date: NIA Call Back Confirmation Date: \_\_\_\_\_  
Date of Inspection: NIA Inspected By: \_\_\_\_\_  
EMPD Inspected:  Yes  No Inspected By: \_\_\_\_\_  
S.A.F.E.R. Inspected:  Yes  No Inspected By: \_\_\_\_\_

Comments: Since there are no common areas within this building, inspections are not required.

~~Inspection Approved:  Yes  No Date: \_\_\_\_\_  
Re-inspection Required:  Yes  No NIA Date: \_\_\_\_\_  
Re-inspection Approved:  Yes  No Date: \_\_\_\_\_  
Building Inspector Report Attached:  Yes  No  
S.A.F.E.R. Inspection Report Attached:  Yes  No~~

**APPROVAL AND DEPARTMENT SIGNATURES**

Temporary Approval Date: - Expiration Date: -  
Occupancy Certificate No. -  
Final Approval Date: 09-10-15  
Occupancy Certificate No. CO-1106

Janifer L. Higgins 9/10/15  
Signature of Zoning Administrator Date

[Signature] NO INSPECTION (NO COMMON AREA) 9/10/15  
Signature of Building Inspector Date

[Signature] 9/10/15  
Signature of S.A.F.E.R. Inspector Date



# Permit

Permit NO. **ZONE-9-15-6233**

Permit Type: **Zoning**

Work Classification: **Commercial**

Permit Status: **Active**

Issue Date: **9/10/2015**

Expiration: **on Change of Use**

<b>Project Address</b> 3208 Ross Avenue #1 - #5 Weston, WI 54476	<b>Business Name</b> Seliger Capital, LLC	<b>Applicant</b> Michael Seliger
--	--	-------------------------------------

<b>Parcel Number</b> 19228081720958	<b>Legal Description</b> Parcel 4 of CSM #6139, Vol. 22, Pg. 217, Doc. #934916	<b>Zoning</b> MF - Multi-Family Residential
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<b>Owner Name</b> Michael Seliger Shijun Seliger	<b>Address</b> 1200 Heindl Lane Marathon, WI 54448	<b>Phone</b> (715)443-2373 (715)241-4619
--	--	--

Multiple-Family Residential (5-Unit Townhouse)

**Proposed Land Use:**

Permitted Use as described in 94.2.02(d) MF District & 94.4.02(3) Multi-Family Residence

**ZONING:**

Base District: MF - Multiple Family

Overlay District: N/A

Conditional Uses: N/A

**Description of Work:** Purchased an existing 5-unit apartment building on 08/13/2015.

**FEE SUMMARY**

Fees Due	Amount	Total	Amt Paid	Amt Due
C.O. Change of Use/Owner COMMERCIA	\$25.00	<b>\$25.00</b>	<b>\$25.00</b>	<b>\$0.00</b>
C.O. Existing Building Addition Commercial	\$0.00			
C.O. New Commercial Fee	\$0.00			
Certificate of Occupancy Fee	\$0.00			
<b>Total:</b>	<b>\$25.00</b>	Payment Type: Check / Number: 1372		

**Comments:** Occupancy inspection is not required for this property, as there are no common areas between units.

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

**September 10, 2015**

Signature of Owner / Applicant / Contractor / Agent

Date

**Valerie Parker**

**September 10, 2015**

Issued By: Village of Weston, WI

Authorized Signature

Date

**Commercial Zoning and Pre-Application**

Permit  
 Village of Weston/ETZ  
 Date: 08-25-15

Permit No. : ZONE-9-15-6233

Payment:  Cash  Check No. 1372



5500 Schofield Ave  
 Weston, WI 54476

-- PLEASE USE THE ONLINE FILLABLE PDF --

**ZONING FEES**

<input checked="" type="checkbox"/> Zoning Permit	<b>\$25.00 FEE</b>	<b>[43/4343]</b>
---	--------------------	------------------

**EXPLANATION OF PROCESS**

No new building and no existing building which is to be remodeled or relocated shall be issued a building permit until a zoning permit has been issued to certify that such construction or change would comply with the provisions of Chapter 94 of the Village of Weston Municipal Code, Wisconsin Uniform Building Code, and Village Building Codes. Buildings or spaces within buildings are not allowed to be occupied without a Certificate of Occupancy issued in the name of the tenant occupying that building or space. Applications for a Zoning Permit shall be made to the Department of Planning and Development prior to the submittal of an application for a site plan review, commercial rezone, conditional use, building permit and/or certificate of occupancy. THIS IS AN APPLICATION AND NOT A PERMIT TO OCCUPY THE BUILDING. Permits filled after the fact shall be subject to double the fee and a \$50.00 fine.

**APPLICANT INFORMATION**

<b>Business Name:</b> <u>SELIGER CAPITAL LLC</u>	<b>Contact Name:</b> <u>Michael Seliger</u>
<b>Business Owner:</b> <u>Michael G. Seliger</u>	<b>Mailing Address:</b> <u>1200 Heindl Ln</u>
<b>Business Address:</b> <u>Shijun Seliger</u>	<u>Marathon, WI 54448</u>
<u>1200 Heindl Ln.</u>	<b>Phone:</b> <u>715-443-2373</u>
<u>Marathon, WI 54448</u>	<b>Email:</b> <u>mike.seliger@frontier.com</u>
<b>Website:</b> <u>NONE</u>	<b>Applicant will:</b> <input type="checkbox"/> Rent <input type="checkbox"/> Lease <input type="checkbox"/> Own
<b>Date Opening:</b> <u>Started LLC in 2011.</u>	<u>Purchased 3208 Ross Ave on Aug 13, 2015</u>
<b>Property Owner:</b> <u>SELIGER CAPITAL LLC</u>	<b>Contact Name:</b> <u>Michael Seliger</u>
<b>Mailing Address:</b> <u>1200 Heindl Ln</u>	<b>Phone:</b> <u>715-443-2373</u>
<u>Marathon, WI 54448</u>	<b>Email:</b> <u>mike.seliger@frontier.com</u>

**EXISTING AND PROPOSED USES**

Current and proposed use of subject property (check all applicable uses, and whether each is a current use, proposed use, or both):

Multiple Family Residential – 3 or more units	<input checked="" type="checkbox"/> Current Use	<input checked="" type="checkbox"/> Proposed Use
Mixed Commercial/Residential	<input type="checkbox"/> Current Use	<input type="checkbox"/> Proposed Use
Office	<input type="checkbox"/> Current Use	<input type="checkbox"/> Proposed Use
Commercial Retail/Service	<input type="checkbox"/> Current Use	<input type="checkbox"/> Proposed Use
Industrial and Warehousing	<input type="checkbox"/> Current Use	<input type="checkbox"/> Proposed Use
Institutional	<input type="checkbox"/> Current Use	<input type="checkbox"/> Proposed Use
Parking	<input type="checkbox"/> Current Use	<input type="checkbox"/> Proposed Use
Excavation/Mining/Significant Earth Movement	<input type="checkbox"/> Current Use	<input type="checkbox"/> Proposed Use
Other: _____	<input type="checkbox"/> Current Use	<input type="checkbox"/> Proposed Use

**PROJECT SITE SPECIFICATIONS**

Project Type: New Ownership Project Address: 3208 Ross Ave. WESTON, WI 54476  
(or PIN if no address)

Building Size (ft<sup>2</sup>): Footprint = 5000 sf. Approx.

Lot Size(ft<sup>2</sup> & Acres): 35,566 ± 0.8165 : MF - Multiple Family Residential

Legal Description: Sect 17, Township 28 North, Range 8 East, Parcel 4 of CSN in Vol. 22 page 217

**OPERATIONAL PLAN REQUIRED**

The following components are required in the operational plan: (1) detailed description of the activities and process which will be taking place on the above stated property. This includes all principal uses, accessory uses and temporary uses (please see the use chart in Chapter 94); (2) a statement regarding outdoor storage and a detailed description of the materials being proposed to be stored (are there hazardous materials?); (3) a statement regarding the impacts on the neighboring parcels. What is the anticipated increase in traffic? The number of employees working on site. Drop-off and/or pick-up of materials and/or products (what times will these occur?); (4) existing facilities at the proposed site. Will there be the need to add or reduce the facilities (this includes parking spaces and square footage of the building/space occupied or outdoor storage); (5) what additional licenses are required to operate? A copy of all licenses will be required to be submitted with the occupancy application; (6) please include any other pertinent information.

Has the operational plan been attached?  Yes  No  
Does the operational plan include ALL the required components listed above?  Yes  No

**SITE PLAN REQUIRED**

**A site plan shall be submitted with this application.** The site plan showing the following features: legal description of the property; subject site with lot dimensions, buildings, uses, fences, and other structures; easements; streets, railroads and other public right-of-ways; off-street parking areas and total number of available parking spaces; loading areas and driveways; outdoor storage areas; highway access restrictions and other restrictions where applicable; water ways, wetlands and floodplain boundaries; existing and proposed front, interior and rear yard setbacks. Some parcel information and maps may be obtained via the

. For new construction, building additions and accessory structures this requirement is waived for this application. A separate **Commercial Site Plan Application** will be issued once this application has been approved by staff.

Has the site plan been attached?  Yes  No  N/A  
Does the site plan include ALL the required components listed above?  Yes  No  N/A  
*This is an existing property, no changes planned.*

**OTHER REQUIREMENTS**

A copy or description of any prior rezoning, conditional use permit, site plan, variance or other Village actions may be required to be submitted before a zoning permit may be issued. The Zoning Administrator or appointed designee will review the zoning compliance requirements with the applicant as necessary.

Has the required information been attached?  Yes  No  N/A

**REIMBURSEMENT FOR DEVELOPMENT REVIEW SERVICES**

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

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

The Applicant shall be responsible for the costs for such professional consulting services. The Applicant shall pay such costs upon receipt of one or more invoices from the Village, following the execution of the development review services associated with the application. In the event the Applicant fails to pay such costs, the responsibility shall pass to the property owner, if different, under

the same terms. Development review fees that are assigned to the Applicant or property owner, but that are not actually paid, may then be imposed by the Village as a special charge on the affected property.

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**STATEMENT OF UNDERSTANDING AND SIGNATURES**

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By signing and dating below, I acknowledge that I have reviewed and understand the Village of Weston zoning ordinance and its standards of approval related to this application; read, understand, and accept my responsibilities under the reimbursement section above; submitted an application that is true, correct, and complete to the best of my knowledge; acknowledge that Village officials and/or employees may, in the performance of their functions, enter upon the subject property to inspect or gather information necessary to process this application; understand that all meeting dates are tentative and may be postponed by the Village for the reason of incomplete submittals or other administrative reasons; if this application is approved, agree to abide by this application, approved plans, and required conditions associated with plan approval in the development of the subject property; and understand that the Village's zoning ordinance and/or the conditions of development approval may specify timeframes within which I must take certain actions related to the development of the subject property, or risk having the approval being nullified.

**ALL FINALIZED**

**PERMITS WILL BE SENT VIA EMAIL OR BE PICKED UP AT THE MUNICIPAL CENTER. Permits will not be sent by mail.** Work on the proposed project cannot begin without the issuance of a permit. Permits filled after the face shall be subject to double the fee and a \$50.00 fine.

*Michael A. Seliger*

*Aug 24-2015*

Signature of Applicant

Date

Property Owner     Project/Business Owner     Project Manager

STAFF REVIEW

PIN: 192-2808-172-0958

Zoning: MF  Village  ETZ

Filed After the Fact:  Yes  No

Fine Imposed:  Yes  No Amount: \_\_\_\_\_

Conditional Use:  Yes  No Reason: \_\_\_\_\_

Use: \_\_\_\_\_

*N/A* Proposed PC/ETZ Meeting Date: \_\_\_\_\_ CUP Number: \_\_\_\_\_

Rezone:  Yes  No Reason: \_\_\_\_\_

Requested Zone: \_\_\_\_\_

*N/A* Proposed PC/ETZ Meeting Date: \_\_\_\_\_ Rezone Number: \_\_\_\_\_

Variance:  Yes  No Reason: \_\_\_\_\_

Requested Variance: \_\_\_\_\_

*N/A* Proposed ZBA Meeting Date: \_\_\_\_\_ Variance Number: \_\_\_\_\_

Site Plan Application No. \_\_\_\_\_ Approval Date: \_\_\_\_\_

Building Permit No. 100-98 Approval Date: 05-19-1998

Sign Permit No. N/A Permanent/Temp Date: \_\_\_\_\_

Code Section: 94.2.02. (d) MF District + 94.4.02(3) Multi-Family Residence

Comments: The use of this parcel meets the zoning and minimum dimensions + density standards.



Signature of Zoning Administer or Designee

9/9/15  
Date

Permit Number ZONE-9-15-6233

Approved  Denied

**STAFF TIME TABLE CHECKLIST**

N/A  **Pre-application conference with Planning and Development Department Staff. (optional)**  
Date: \_\_\_\_\_ Participants: \_\_\_\_\_

**Application and required plans filed with the Village.**  
Date: 08-25-15 Received by: vp

**Application fee received by Village.**  
Date: 08-25-15 Received by: vp

**Application and submitted plans verified as being complete.**  
Date: 08-25-15 Reviewed by: vp

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

Action Taken:  Granted  Granted with modifications  Denied

**Zoning Administrator (or designee) action.** Designee: [Signature]  
Date: 9/9/15 Action Taken:  Granted  Denied

**Applicant notified of decision and sent Occupancy Permit Application.**  
Date: 09-10-15 Sent by: vp

**Attached in Smart Search.**  
Date: 09-10-15 Attached by: vp

**Attached and closed in Beehive.**  
Date: 09-10-15 Closed by: vp

**Seliger Capital LLC**

**OPERATIONAL PLAN FOR 3208 ROSS AVE. IN WESTON, WISCONSIN 54476**

**Section 1.0**

This Operational Plan applies only to 3208 Ross Avenue, Weston WI 54476.

**Section 2.0**

This property is zoned Multi-Family. The only building on the property was built in 1998 and is a 5 unit multi-family residential dwelling with each unit built in the style of a townhome. The only use of the property is as a residential property for 5 tenant families, each occupying their own unit and paying monthly rent to the property owner, Seliger Capital LLC.

**Section 3.0**

There is no outdoor storage on the property.

**Section 4.0**

There will not be any change in impact to neighboring parcels. Seliger Capital LLC purchased this property on August 13, 2015 and will continue to operate it as a residential apartment building. Seliger Capital LLC does not have any employees and none will reside onsite.

**Section 5.0**

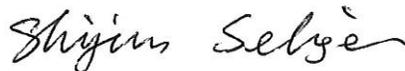
The existing building on the property will be maintained "as is". In other words, it will not be made any larger or any smaller. It be maintained to always meet all applicable building codes and made to be a nice, friendly, attractive building for the tenants to call "home."

**Section 6.0**

Seliger Capital LLC will always pay all bills and taxes and fees on-time. We pride ourselves on being a very responsive owner that maintains attractive properties and puts the needs of the tenants first.

 8/24/15

Michael G. Seliger, Owner



Shijun Seliger, Owner

recreational uses. New development within this district shall be served by public sanitary sewer and water services, but may have roadways with a rural cross section (e.g., roadside swales). The SF-L district generally requires a minimum lot size between those required in the RR and SF-S districts. The SF-L district is intended for areas planned for single family residential development, or for portions of areas planned for neighborhood development, within the Comprehensive Plan. (Predecessor district: S-R Suburban Residence and R-E Residential Estate)

- (b) *SF-S Single Family Residential-Small Lot.* The SF-S district is intended for mainly single family detached residential development, along with compatible home occupations and small-scale institutional and recreational uses. Development within this district is served by public sanitary sewer and water services, and roadways with an urban cross section (e.g., curbs, storm sewer). The SF-S district enables smaller lot sizes than other single family residential districts. The SF-S district is intended for areas planned for single family residential development, or portions of those areas planned for neighborhood development, within the Comprehensive Plan. (Predecessor districts: R-1 Residential-Single Family and R-2 Residential-Single Family)
- (c) *2F Two Family Residential.* The 2F district accommodates two family residences such as duplexes and two-flats; single family residences; and compatible home occupations and small-scale institutional and recreational uses. Development within this district is served by public sanitary sewer and water services, and roadways with an urban cross section (e.g., curbs, storm sewer). The 2F district is intended for areas planned for two family residential development, or portions of areas planned for neighborhood development at the Village’s discretion, within the Comprehensive Plan. (Predecessor district: RTF Residential Two Family)
- (d) *MF Multiple Family Residential.* The MF district accommodates a range of housing types, including multiple family residences (e.g., townhouses, apartment buildings, multi-plexes), two family residences, and single family residences, along with compatible institutional and recreational uses. Development within this district is served by public sanitary sewer and water services, and roadways with an urban cross section (e.g., curbs, storm sewer). The MF district is intended for areas planned for multiple family residential development, or portions of areas planned for neighborhood development at the Village’s discretion, within the Comprehensive Plan. (Predecessor district: R-3 Multiple Family, Garden Apartments and R-4 Multiple Family, Apartments)
- (e) *MH Manufactured Home.* The MH district provides a safe, attractive, and functional environment for “parks” and subdivisions specifically intended for mobile and/or manufactured homes. Development within this district is served by public sanitary sewer and water services, and public roadways with an urban cross section (e.g., curbs, storm sewer). The roadway, sewer, and water networks within each manufactured home community are to be privately owned, except where otherwise approved by the Village. The MH district is intended for portions of areas planned for multiple family residential development or neighborhood development, within the Comprehensive Plan, at the Village’s discretion. (Predecessor district: R-5 Residential Manufactured/Mobile Home Park)

**(3) Non-Residential and Mixed Use Districts.**

- (a) *INT Institutional.* The INT district enables a range of public, semi-public, educational, religious, and other “gathering” type uses generally intended for non-commercial purposes, subject to performance standards to ensure compatibility between institutional uses and surrounding uses, zoning districts, and infrastructure. Development within this district is generally served by public sanitary sewer and water services, and roadways with an urban cross section (e.g., curbs, storm sewer). The INT district is intended for areas planned for public/quasi-public uses within the Comprehensive Plan, and for other non-residential, non-agricultural use. (Predecessor district: PUL Public and Utility Lands; OIP Institutional and Public Service overlay)

**Section 94.3.04: Allowable Uses in Rural, Open Space and Residential Zoning Districts**

**Figure 3.04: Allowable Uses in Rural, Open Space and Residential Zoning Districts**

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)								
		FP	AR	RR-2; RR-5	PR	SF-L	SF-S	2F	MF	MH
<b>Residential Land Uses</b> (see Section 94.4.02 for descriptions and standards for each land use)										
(1)	Single-Family Detached Residence	C	P	P		P	P	P	P	P
(2)	Two-Family Residence							P	P	
(3)	Multi-Family Residence (3-8 unit building)								P	
(4)	Multi-Family Residence (9+ unit building)								C	
(5)	Manufactured Home Community									P
(6)	Mixed Use Dwelling Unit								C	
<b>Agricultural Land Uses</b> (see Section 94.4.03 for descriptions and standards for each land use)										
(1)	Agricultural Use	P	P	P/C	C					
(2)	Agricultural-Related Use	P	C	C						
(3)	Community Garden	P	P	P	P	P	P	P	P	P
(4)	On-site Agricultural Retail	P	P	C						
<b>Institutional and Recreational Land Uses</b> (see Section 94.4.04 for descriptions/standards for each use)										
(1)	Passive Outdoor Public Recreation	C	P	P	P	P	P	P	P	P
(2)	Active Outdoor Public Recreation	C	C	C	P	C	C	C	C	C
(3)	Indoor Institutional—General		C	C	P	C	C	C	P	
(4)	Indoor Institutional—Intensive				C				C	
(5)	Outdoor Institutional	C	C	C	C	C	C	C	C	
(6)	Public Service or Utility	C	P	P	P	P	P	P	P	P
(7)	Institutional Residential					C	C	C	C	
(8)	Community Living Arrangement (1-8 residents)		P	P		P	P	P	P	
(9)	Community Living Arrangement (9-15 residents)		C	C		C	C	P	P	
(10)	Community Living Arrangement (16+ residents)							C	P	
<b>Commercial Land Uses</b> (see Section 94.4.05 for descriptions and standards for each land use)										
(1)	Office									
(2)	Personal or Professional Service								C	
(3)	Artisan Studio								C	
(4)	Group Day Care Center					C	C	C	C	
(5)	Indoor Sales or Service									
(6)	Outdoor Display									

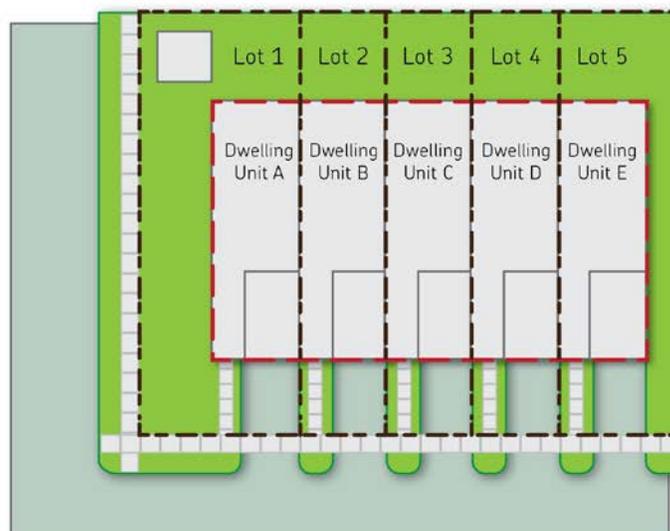
and replacement standards for exterior surfaces of the building to maintain a neat and harmonious appearance over time, maintenance standards for any common sewer lateral and any other common features, and restrictions against construction of detached single family residences on any of the affected lots in the event either or all sides of the zero lot line construction dwelling are destroyed. Such agreement or covenant shall also provide that it may not be terminated, amended or otherwise altered without the approval of the Village Board. Such agreement shall be subject to Zoning Administrator approval, and then recorded by the builder against all affected properties prior to occupancy of the dwelling as a zero lot line structure.

**Figure 4.02: Examples of Zero Lot Line Structures**

Duplex Example



Townhouse / Row House Example



**(3) Multi-Family Residence.**

A single structure with three or more individual attached dwelling units, including “rental apartments,” condominium buildings with 3+ units each, townhouses, and row houses. Each dwelling unit may take access from a shared entrance or hallway or from a private, individual exterior doorway. “Institutional Residential Uses,” as defined in this Chapter, are regulated separately.

**Performance Standards:**

1. Shall meet the design standards for multi-family residences established in Section 94.10.03.
2. The minimum gross floor area of each dwelling unit shall be 500 square feet per unit for studio and one-bedroom dwelling units and 700 square feet per unit for two or more bedroom units, exclusive of attached garages, carports, and open decks/porches.
3. For Multi-Family Residences proposed to be built as or converted to zero-lot line structures, the applicable standards under the “Two Family Residences” section apply.
4. A bufferyard meeting the requirements of Section 94.11.02(3)(d) shall be provided and continuously maintained along all property borders abutting single family residentially zoned property.
5. No building containing or serving a Multi-Family Residence shall provide shared laundry service.
6. Minimum Required Off-Street Parking: one space per efficiency or one-bedroom dwelling unit; two spaces per two-bedroom dwelling unit; and one space for each additional bedroom above two-bedrooms, plus visitor parking at a rate of one space for every four dwelling units. At least one of the required parking spaces per dwelling unit shall be enclosed in a garage or under the building. Any detached garage shall require Plan Commission approval and meet the requirements of Section 94.4.09(2). All motor vehicles shall be parked on a hard surface, or on a graveled surface if such surface was permitted before January 1, 2014 and completed within one year of issuance.

(4) **Manufactured Home Community.**

This land use is a form of residential development that is exclusively reserved for individually sold or rented pads or sites containing mobile homes and/or manufactured homes. The placement or replacement of mobile homes, as defined in Article 17, is not permitted anywhere within the jurisdiction of this Chapter.

**Performance Standards:** The following performance standards apply to each new Manufactured Home Community established after March 18, 2015, any approved expansion or conversion to a Manufactured Home Community after such date, and each existing Manufactured Home Community to the extent determined practical by the Zoning Administrator.

1. No mobile or manufactured home may be split into two or more residences.
2. A concrete slab shall be provided for each mobile home space.
3. Prior to occupancy, the owner shall remove the axle, install a fire and weather resistant pre-finished material surrounding the entire perimeter of the home and completely enclosing a space between the exterior wall of such home and the ground. Such foundation siding shall be properly vented, harmonious, and compatible with the home.
4. Attachments to a mobile home unit, such as a sun porch or windbreak, shall not be wider than eight feet or longer than 24 feet.
5. Each mobile home shall be used primarily as a residence for one family. No mobile home shall be used primarily as a storage unit. Storage under mobile homes is prohibited.
6. No mobile or manufactured home site shall be rented for a period of less than 30 days.
7. Wrecked, damaged, dilapidated, or abandoned mobile or manufactured homes shall not be kept or stored upon any premise. The Building Inspector shall determine if a mobile home is abandoned,

# MULTI-FAMILY RESIDENTIAL – MF

## Residential District

Adoption Date: March 18, 2015

Print Date: April 10, 2015

### Purpose:

The MF district accommodates a range of housing types, including multiple family residences (e.g., townhouses, apartment buildings, and multiplexes), two family residences, and single family detached residences, along with compatible institutional and recreational uses. Development within this district is served by public sanitary sewer and water services, and roadways with an urban cross section (e.g., curbs, storm sewer). The MF district is intended for areas planned for multiple family residential development, or portions of areas planned for neighborhood development at the Village’s discretion, within the Comprehensive Plan. (Predecessor district: R-3 Multiple Family and R-4 Multiple Family)

### Permitted Uses:

#### Primary Uses:

- Single Family Detached Residence
- Two Family Residence
- **Townhouse**
- Multi-family Residence (3-8 units/building)
- Community Garden
- Passive Outdoor Public Recreation
- Indoor Institutional-General
- Public Service or Utility
- Community Living Arrangement (1-8 residents)
- Community Living Arrangement (9-16 residents)
- Community Living Arrangement (16+ residents)
- Bed and Breakfast

#### Accessory Uses:

- Detached Accessory Unit (non-residential use)
- Detached Accessory Unit (residential use)
- Family Day Care Home (4-8 children)
- In-home Suite
- Small Exterior Communication Device
- Geothermal Energy System
- Small Wind Energy System
- Small Solar Energy System

### Conditional Uses:

#### Primary Uses:

- Multi-Family Residence (9-16 unit building)
- Mixed Use Dwelling Unit
- Active Outdoor Public Recreation
- Indoor Institutional-Intensive
- Institutional Residential
- Personal or Professional Service
- Artisan Studio
- Group Day Care Center
- Boarding House
- Tourist Rooming House
- Personal Storage Facility
- Off-site Parking
- Communication Tower

#### Accessory Uses:

- Intermediate Day Care Home (9-16)
- Home Occupation
- Accessory Dwelling Unit
- Large Exterior Communications Device
- Private Lake (Pond)
- Donation Drop-off Box or Vending Machine

### Temporary Uses:

- Garage, Yard, Estate and In-Home Sale
- Outdoor Assembly or Special Event
- Contractor’s Project Office
- Contractor’s On-site Equipment Storage Facility
- Relocatable Building
- On-site Real Estate Sales Office
- Temporary Portable Storage Container
- Temporary Shelter

### Definitions:

- Permitted Use:** Land uses listed as permitted uses are permitted by right, subject to all applicable requirements of this Chapter and all other applicable regulations.
- Conditional Use:** Land uses listed as conditional uses are allowed only with a conditional use permit, subject to all applicable requirements of this Chapter and all other applicable regulations.
- Temporary Use:** Temporary land uses are allowed on a temporary basis subject to temporary use approval requirements in Section 94.13.07.
- Unlisted Use:** Authorization may be granted by the Zoning Administrator. Please see Section 94.3.02(3) for more details.

### Dimensions and Density Standards:

Minimum Lot Size	Minimum Lot Width (ft)	Minimum Public Street Frontage (ft)	Maximum Total Building Coverage	Maximum Accessory Structure Floor Area (sf) <sup>a</sup>	Minimum Landscape Surface Ratio (LSR)
5,000 ft <sup>2</sup> / Dwelling unit	100 <sup>b</sup>	40	40%	10% of Lot Area	30%

<sup>a</sup> Maximum Accessory Structure floor area may be increased by site plan approval under Section 94.16.09 and per the standards in Section 94.4.09(2).

Minimum Setbacks (ft) <sup>b f</sup>								Minimum Principal Building Separation (ft)	Maximum Building Height			
Principal Residential Building including Attached Garage				Detached Accessory Building <sup>a</sup>		Pavement <sup>d</sup>			Principal Building		Accessory Building	
Front <sup>a</sup>	Street Side <sup>a</sup>	Interior Side	Rear	Interior Side <sup>c</sup>	Rear	Interior Side or Rear	Front or Street <sup>a</sup>		Feet	Floors	Feet	Floors
30	30	8	20	6	6	6	10	20	40	3	15	1

<sup>a</sup> See Section 94.4.09(2) for standards related to detached accessory buildings located within front yard areas, minimum separation requirements associated with detached accessory buildings and other standards associated with detached accessory structures.

<sup>b</sup> Additional setbacks may be required along zoning district boundaries for bufferyards, if required for the particular land use under Article 4 or Section 94.11.02(3)(d).

<sup>c</sup> Minimum street side yard setbacks are equal to the minimum street side yard setbacks for principal structure.

<sup>d</sup> Includes all gravel and hard surfaces as defined in Section 94.17.04, along with recreational vehicles. This setback excludes intrusions required for driveway entrances and permitted or required for cross access driveways and pedestrian ways; shared driveways; and shared parking lots.

<sup>f</sup> Single-family detached residences shall comply with requirements of the SF-S district. Two-family residences shall comply with requirements of the 2F district.

### Signs:

On Building	Freestanding	Maximum Number of Signs
Type: Wall Sign  Max Area: 12 ft <sup>2</sup> Max	Type: Arm/Post or Monument  Max Area: 12 ft <sup>2</sup>  Max Height: 8 ft	ONE On Building or Freestanding sign per lot with setback equaling the height of the sign, no less than 3ft

**\*If any discrepancies between this document and Chapter 94 of the Municipal Code (Zoning Code) occur the language of Chapter 94 of the Municipal Code shall prevail. This document is designed as a convenience and all information shall be corroborated with Chapter 94 of the Municipal Code.**

