



156 East First Street
New Richmond, WI 54017
Ph 715-246-4268 Fax 715-246-7129
www.newrichmondwi.gov

February 28, 2018

TO ALL PLAN COMMISSION MEMBERS:

Fred Horne	Ron Volkert
Mike Montello	David Wilford
Mike Kastens	David Tyvoll
MaryKay Rice	Sarah Skinner (ex officio)

This is to notify you that there is a Plan Commission meeting scheduled for Tuesday, March 6, 2018 at 5:00 p.m. in the Council Chambers of the Civic Center, 156 East First Street, City of New Richmond, WI.

AGENDA:

1. Roll Call
2. Adoption of Agenda
3. Approval of the Minutes of the Previous Meeting, February 6, 2018
4. Public Hearing to consider the following:
 - a) Amend Section 121-9.B.9 of the Zoning Ordinance related to secondary setbacks for the Evergreen Valley PUD.
 - b) Amend Section 121-9.B.10 of the Zoning Ordinance and preliminary/final plat for Lots 127-136 and 151-164 of the Willowind PUD.
 - c) Petition for Annexation from Greg Anderson for property Tax Identification #026-1015-10-050 located in the NW $\frac{1}{4}$ of the SE $\frac{1}{4}$ and the NE $\frac{1}{4}$ of the SE $\frac{1}{4}$ of Section 4, Town of Richmond, St. Croix County, Wisconsin at 115th Street and 175th Avenue, south of the Wastewater Treatment Plant.
- 5) Action on Public Hearing Agenda
- 6) Old Water Tower at Health Center Campus - 1445 N 4th Street
- 7) Rescind Approval of Site Plan and CSM lots on South Side of West Richmond Way and North of LWT
- 8) Communications and Miscellaneous
- 9) Adjournment

Fred Horne
Mayor

cc:

The News
Mike Darrow
Bob Meyer
Craig Yehlik
Shaun Bird

Northwest Cable
Nick Vivian
Dan Licht
Beth Thompson
Greg Anderson

City Website
Mike Demulling
Jim VanderWyst
Rae Ann Ailts
Bruce Borgen

PLAN COMMISSION MEETING
FEBRUARY 6, 2018 - 5:00 P.M.

Members Present: Fred Horne, Mike Kastens, Mike Montello, Ron Volkert, David Wilford, David Tyvoll and Sarah Skinner (ex-officio)

Members Absent: MaryKay Rice

Others Present: Tanya Batchelor, Beth Thompson, Dan Licht, Steve Hirsch, Shaun Bird, Brian Johnston and Noah Wiedenfeld

Fred Horne called the meeting to order and roll call was taken.

Mike Kastens moved to adopt the agenda as presented, seconded by David Wilford and carried.

Mike Montello moved to approve the minutes of the previous meeting on December 4, 2017, seconded by David Tyvoll and carried.

New Richmond School District Request to Extend Bridge Program

Brian Johnston presented the School District's request to extend the bridge program at 451 East Fifth Street for two additional school years. The School District originally received permission to use this location for the Bridge Program on June 29, 2016 for two school years. Their plans for a permanent location have been delayed. No complaints have been received on this project.

Mike Montello moved to allow the School District to extend use of this site for two additional school years, seconded by David Wilford and carried.

Public Hearing

Fred Horne declared the Public Hearing open to discuss the following:

- a) Amend Section 121-9.B.8 of the Zoning Ordinance related to secondary front setbacks and a Certified Survey Map for Lots 5, 6, 38 and 39 of the James Place PUD.

Dan Licht explained the amendment to the PUD is related to secondary front setbacks and the Certified Survey Map is for Lots 5, 6, 38 and 39 in James Place. The last two building slabs were poured five feet to the west of the plan. The building center line shifted as well. There is also additional right-of-way that needs to be dedicated as part of this CSM. The Development Review Committee recommended approval.

- b) Amend Section 121-9.B.16 of the Zoning Ordinance related to the PUD site plan and Certified Survey Map for Lots 140 and 141, as well as building plans for Lots 140 to 145 of the Woodland Creek PUD.

Dan Licht explained the amendment to the PUD for Woodland Creek. Shaun Bird, the owner of these lots, explained the driveway would be too steep if they faced the original direction. There was discussion regarding the original home designs in comparison to the proposed designs from Shaun.

Fred Horne declared the Public Hearing closed.

Mike Montello moved to approve an amendment of the James Place PUD and CSMs for Bass Lake, Inc., subject to the following conditions:

1. Lots within the James Place PUD shall be subject to the following front and side yard setback requirements:

Interior Street		Side
Primary Front	Secondary Front	
25ft.	20ft.	14ft.

2. All grading, drainage, and erosion control issues shall be subject to review and approval of the Building Inspector and Public Works Director.
3. All utility issues shall be subject to review and approval of the Public Works Director.
4. The CSM for Lot 1 (proposed Lot 62) shall be revised to provide a drainage and utility easement with a minimum width of 10 feet parallel to the north lot line as required by Section 117-41.C.1 of the Subdivision Ordinance.

Motion was seconded by Mike Kastens and carried.

Mike Montello moved to approve an amendment of the Woodland Creek PUD and CSM for Shaun Bird, subject to the following conditions:

1. Plans for building elevations and floorplans shall be subject to review and approval of the Plan Commission.
2. All grading, drainage, and erosion control issues shall be subject to review and approval of the Building Inspector and Public Works Director.
3. All utility issues shall be subject to review and approval of the Public Works Director.

Motion was seconded David Wilford and carried.

Amendment to Table 3 of Zoning Ordinance

Noah Wiedenfeld explained the amendment to Table 3 to add Accredited Agriculture Education Facility as a conditional use within Z1 and Z2 districts. Mike Montello moved to approve the Zoning Ordinance amendment allowing for accredited agriculture education facilities as a conditional use within the Z1 and Z2 Districts, seconded by David Tyvoll and carried.

Goat Ordinance

Noah Wiedenfeld explained the goat ordinance and the revisions from the previous meeting. Discussion followed. Mike Montello moved to approve the goat ordinance with revisions as discussed with the further change in reference to horns, seconded by Mike Kastens and carried.

Certified Survey Map and Site Plan from Robin Haffner

Dan Licht explained the Certified Survey Map from Robin Haffner. Robin has been working with staff to subdivide this property and he presented a concept for possible future development.

Discussion followed. Each lot will pay impact fees as they are constructed. The Development Review Committee recommended approval with conditions. Mike Montello moved to approve the CSM with the following conditions:

1. The CSM shall be revised such that Lot 1 has a minimum width of 80 feet as defined by the Zoning Ordinance.
2. A declaration establishing rights and responsibilities for shared driveway access to 140th Street within the roadway easements dedication by the CSM shall be submitted for approval by City staff, executed by the property owner, and recorded with St. Croix County.
3. Park dedication requirements for the proposed CSM shall be satisfied as a cash fee in lieu of land paid as an impact fee at the time the building permit is issued; future resubdivision of the lots shall be subject to further park dedication requirements, including land dedication, in effect at the time of approval.
4. Single family dwellings constructed upon Lots 3 and 4 shall connect to City sanitary sewer and water utilities; all utility issues are subject to review and approval of the Public Works Director.
5. All grading, drainage, and erosion control issues are subject to review and approval of the Public Works Director.
6. The CSM shall be revised to provide drainage and utility easements at the full perimeter of Lots 1, 2, and 3 as required by Section 117-41.C.1 of the Subdivision Ordinance; all easements are subject to review and approval of the Public Works Director.

Motion was seconded by Mike Kastens and carried.

Mike Montello moved to adjourn the meeting, seconded by Fred Horne and carried.

Meeting adjourned at 5:41 p.m.

Tanya Batchelor
City Clerk



3601 Thurston Avenue
Anoka, MN 55303
763.231.5840
TPC@PlanningCo.com

MEMORANDUM

TO: Beth Thompson

FROM: D. Daniel Licht, AICP

DATE: 28 February 2018

RE: New Richmond – Evergreen Valley; Borgen PUD Amendment

TPC FILE: 164.02

BACKGROUND

Ms. Arvena Borgen owns the twinhome dwelling located at 1503 Sequoia Lane within the Evergreen Valley development. The development was approved as a Planned Unit Development (PUD) on 7 June 2005, the provisions of which are preserved as Section 121-9.B.9 of the Zoning Ordinance. The property is a corner lot and the house was constructed with a patio door on the side of the house facing Ponderosa Lane. Ms. Borgen would like to construct a deck extending 12 feet from the house utilizing the patio door. However, the house is constructed with a 34 foot setback from the property line which allowed for a Building Code required 3 foot wide exit landing/stairway, but did not allow room for a larger landing/deck. The Evergreen Valley PUD requires a 30 foot setback for principal buildings from all public streets, which leaves only four feet of yard to construct a deck or stairway. Ms. Borgen is requesting an amendment of the PUD District to allow a 20 foot principal building setback from a secondary street frontage for all lots within Evergreen Valley, which would allow for a deck up to 14 feet to be constructed on her property. A public hearing to consider the application has been noticed for the Plan Commission meeting on 6 March 2018.

Exhibits:

- Site location
- Site plan
- Evergreen Valley plat (3 sheet)
- Draft PUD Findings of Fact and Decision
- Draft PUD Ordinance

ANALYSIS

Comprehensive Plan. The Comprehensive Plan guides the subject site for low density residential uses. The existing twinhome dwelling on the subject site and the existing single family and twin home houses throughout the Evergreen Valley development are consistent with this land use designation.

Zoning. The Evergreen Valley subdivision, which includes the subject site, is zoned PUD in accordance with the City Council approval on 7 June 2005 and preserved as Section 121-9.B.7 of the Zoning Ordinance adopted on 1 January 2015. The underlying zoning district designation established on the Zoning Map is Z2 District. Twinhomes are allowed as a permitted use with in the Z2 District and attached decks are an integral structure to the principal building. Amendment of the setbacks established for Evergreen Valley by the PUD is processed as a Zoning Ordinance amendment in accordance with Section 121-29 of the Zoning Ordinance and subject to review by the Plan Commission and approval of the City Council.

Surrounding Uses. The subject site is surrounded by the following existing and/or planned land uses shown in the table below. Amendment of the setbacks for the yard adjacent to Ponderosa Lane will not create any compatibility issues with surrounding properties. The change to a 20 foot setback for secondary street frontages will also not negatively effect other properties within Evergreen Valley Phase 2 to which the requested amendment would apply.

Direction	Land Use Plan	Zoning Map	Existing Use
North	LD Residential	Z2 District	Single family
East	LD Residential	Z2 District	Twinhome
South	LD Residential	Z2 District	Undeveloped
West	LD Residential	Z2 District	Twinhome

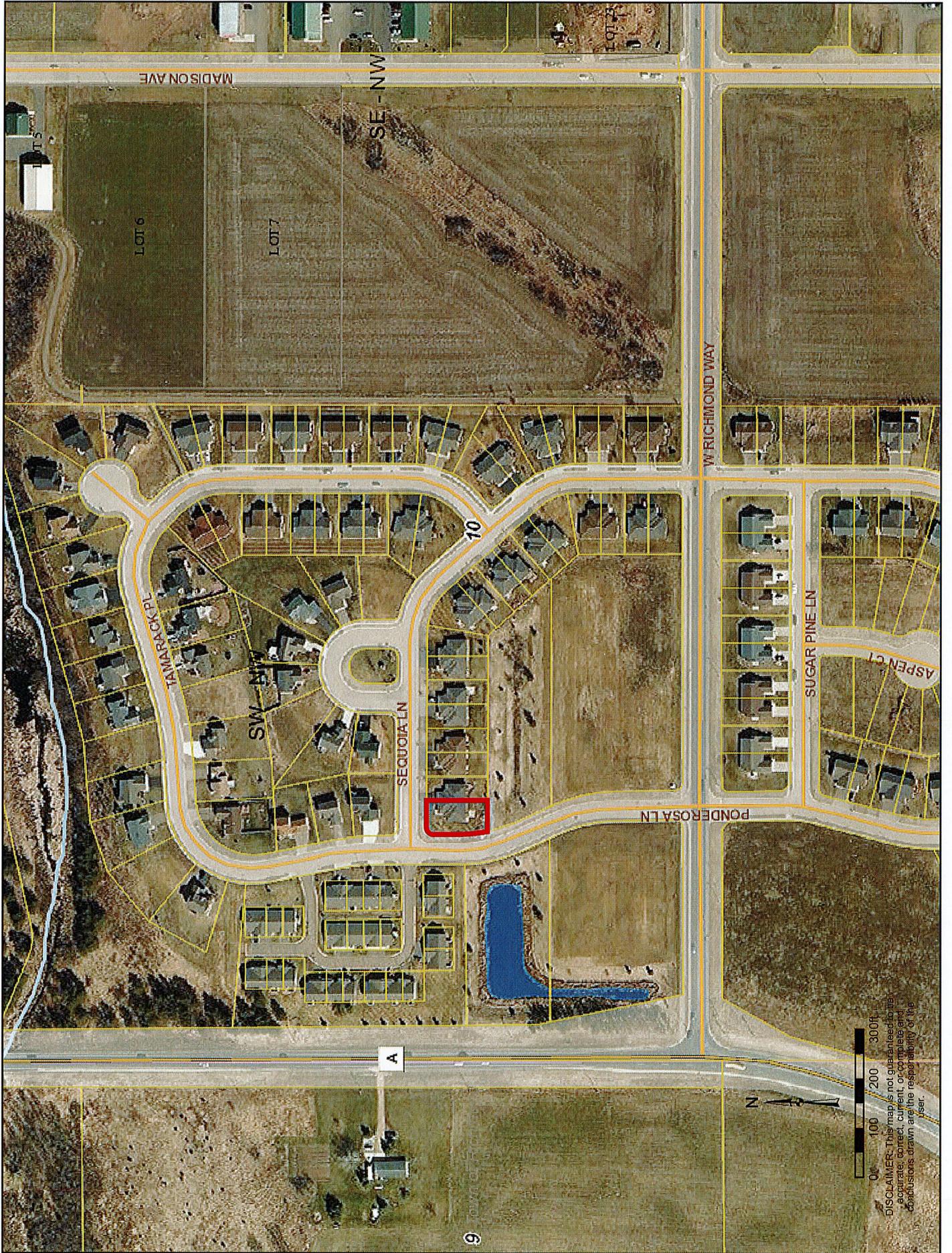
Setbacks. The setbacks required by the Evergreen Valley Phase 2 PUD for front and side yards abutting public rights-of-way is 35 feet for front yards (primary front) and 30 feet for side yards (Secondary front). The Z2 District requires a 25 foot setback for primary street frontages and 20 feet for a secondary street frontage. As defined by the Zoning Ordinance, the primary street frontage for the subject site is Sequoia Lane and the yard abutting Ponderosa Lane is a secondary street frontage. Ms. Borgen is requesting the PUD be amended to allow a 20 foot setback from secondary streets (Ponderosa Lane) to allow for construction of an attached deck at the existing patio door on her dwelling. The proposed 20 foot setback from Ponderosa Lane in the case of Ms. Borgen's property will maintain traffic visibility at the intersection of Sequoia Lane and Ponderosa Lane. Furthermore, amendment of the setback requirements for secondary streets for all lots within Evergreen Valley would be consistent with the minimum standards the City has established for this type of development within the Z2 District. All corner lots within Evergreen Valley will gain 10 feet of buildable side yard abutting a public street with approval of the proposed amendment.

RECOMMENDATION

The Development Review Committee considered the application at a meeting on 15 February 2018 and recommends approval.

POSSIBLE ACTIONS

- A. Motion to **approve** an amendment of the Evergreen Valley PUD, subject to the following condition:
 - 1. The principal building setback from secondary streets as defined by the Zoning Ordinance shall be a minimum of twenty (20) feet consistent with the requirement established by the Z2 District.
 - B. Motion to **deny** the application based on a finding that the request is inconsistent with the Comprehensive Plan and does not comply with the Zoning Ordinance and Evergreen Valley PUD.
 - C. Motion to **table** for further discussion.
- c. Michael Darrow, City Administrator
Sarah Skinner, Building Inspector/Zoning Administrator
Jeremiah Wendt, Public Works Director
Nick Vivian, City Attorney



MADISON AVE

LOT 6

LOT 7

SE - NW

TAMARACK PL

SW - NW

SEQUOIA LN

10

PONDEROSA LN

W RICHMOND WAY

SUGAR PINE LN

ASPEN CT

A

9



DISCLAIMER: This map is not guaranteed to be accurate, correct, current, or complete and the publisher draws no responsibility for the user.

Property line

PONDERSAL LN

79

201-1039-00-079
-079

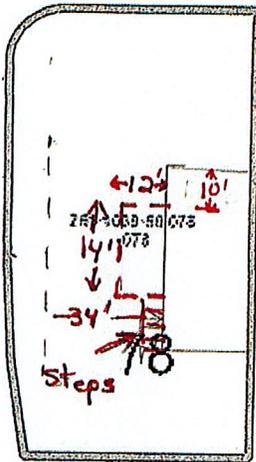
201-1039-00-100
-100

106

201-10

OUTL

REQUINA LN



201-1039-00-077
-077

77

201-1039-00-078
-078

76

201-1039-00-075
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201-1039-00-074
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73

201-1039-00-072
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201-1039-00-004
-004

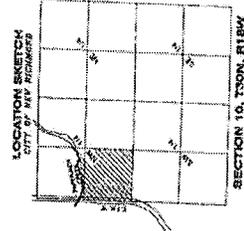
OUTLOT 4

EVERGREEN VALLEY A PLANNED UNIT DEVELOPMENT

SURVEYOR:
 GEORGE W. PANKS
 2000 LINDSAY STREET
 HUDSON, W. VA. 25950

PREPARED FOR:
 WASHINGTON METEOR, LLC
 2000 LINDSAY STREET
 HUDSON, W. VA. 25950

A Parcel of land located in part of the NW1/4 of the NW1/4, and the SW1/4 of the NW1/4 of Section 10, Township 33 North, Range 18 West, City of New Richmond, St. Croix County, Wisconsin.

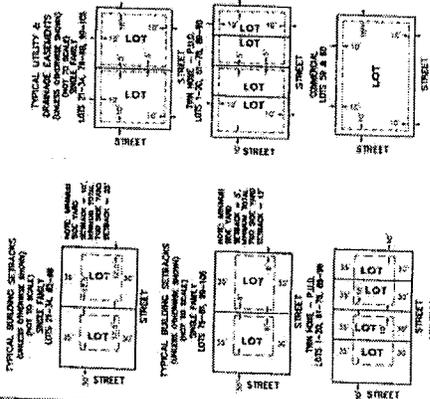


JOINING TABLE	TWIN HOUSE FAMILY LOTS	COMMERCIAL LOTS
LOT 1	LOT 1	LOT 1
LOT 2	LOT 2	LOT 2
LOT 3	LOT 3	LOT 3
LOT 4	LOT 4	LOT 4
LOT 5	LOT 5	LOT 5
LOT 6	LOT 6	LOT 6
LOT 7	LOT 7	LOT 7
LOT 8	LOT 8	LOT 8
LOT 9	LOT 9	LOT 9
LOT 10	LOT 10	LOT 10
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LOT 99	LOT 99	LOT 99
LOT 100	LOT 100	LOT 100

LEGEND
 (Symbol) POINT OF INTEREST
 (Symbol) TYPICAL BUILDING STRIPBACK
 (Symbol) TYPICAL UTILITY & SERVICE LAYOUTS
 (Symbol) TYPICAL BUILDING STRIPBACKS
 (Symbol) TYPICAL BUILDING STRIPBACKS
 (Symbol) TYPICAL BUILDING STRIPBACKS

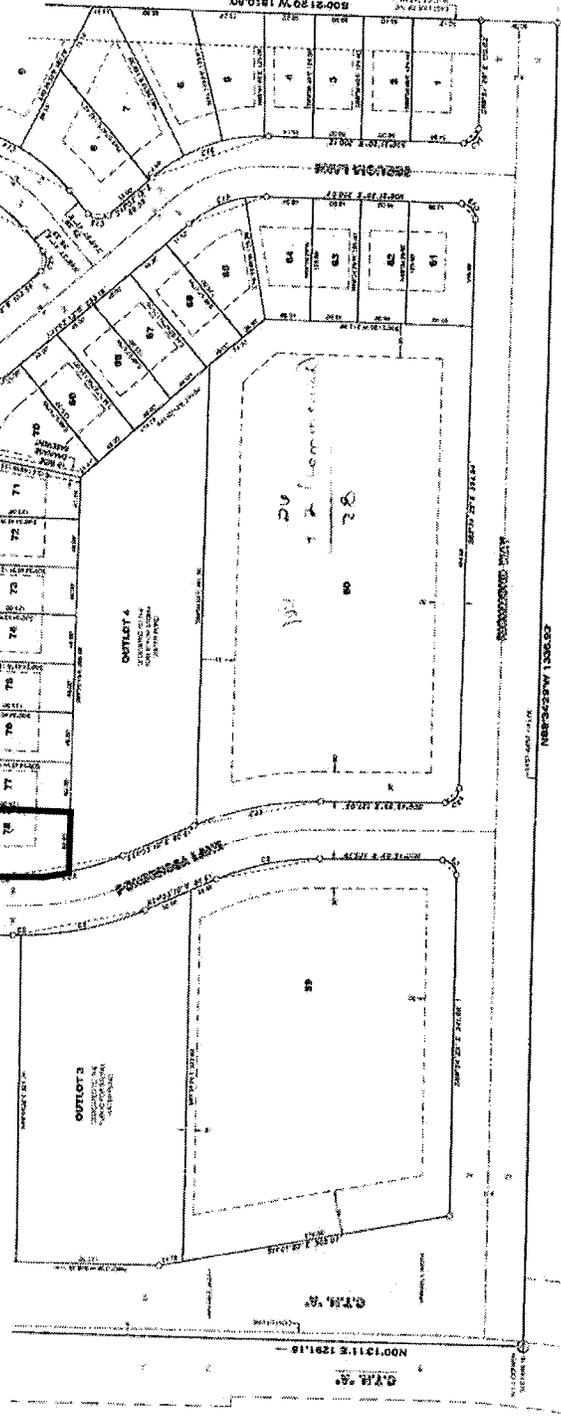


BEARINGS AND DISTANCES REFERENCED TO THE EAST WEST LINE OF SECTION 10, T30N, R18W.



SEE SHEET 1

BORGEN LOT



Confirmed
 October 21st
 By: [Signature]
 Title: [Title]
 This plan is subject to the terms and conditions of the Survey Agreement.

SHEET 2 OF 3 SHEETS

Handwritten note: 20 p. 100 100 100 100

NOT TO SCALE
 ALL DIMENSIONS SHOWN ON THIS SHEET ARE APPROXIMATE AND SHOULD BE VERIFIED BY THE FIELD ENGINEER.

Evergreen Valley

EVERGREEN VALLEY A PLANNED UNIT DEVELOPMENT

SURVEYOR:
DALLAS JAMES
2200 LIND, SUITE 100
WARRIOR, AL 35488

PREPARED FOR:
EVERGREEN VALLEY, LLC
100 COUNTY RD. 1
WARRIOR, AL 35488

A parcel of land located in part of the NW1/4 of Section 10, Township 34 North, Range 10 West, City of New Richmond, St. Clair County, Alabama.

CONSENT OF CORPORATE MORTGAGEE

ALMIRA BANK OF ALABAMA, CORPORATION, BANK MEMBER AND FEDERAL RESERVE BANK OF THE CITY OF MOBILE, ALABAMA, COUNTY OF ST. CLAIR, ALABAMA, HAS REVIEWED THE LAND DESCRIBED IN THIS PLAN AND DOES HEREBY CONSENT TO THE SAID CONVEYANCE OF EVERGREEN VALLEY, LLC OWNER.

[Signature]
ALMIRA BANK OF ALABAMA

[Signature]
DALLAS JAMES

[Signature]
DALLAS JAMES



[Signature]
DALLAS JAMES

CURVE DATA TABLE (ALL LENGTHS ARE IN FEET)

Station	Length	Chord	Delta	Delta/2	Chord/2	Delta/Chord	Chord/Delta
0+00	100.00	100.00	0.00	0.00	100.00	0.00	0.00
0+10	100.00	99.98	0.35	0.17	99.98	0.0035	285.71
0+20	100.00	99.76	1.41	0.71	99.76	0.0141	70.91
0+30	100.00	99.23	3.14	1.57	99.23	0.0314	31.85
0+40	100.00	98.40	5.54	2.77	98.40	0.0554	18.05
0+50	100.00	97.18	8.50	4.25	97.18	0.0850	11.76
0+60	100.00	95.58	11.91	5.96	95.58	0.1191	8.40
0+70	100.00	93.61	15.68	7.84	93.61	0.1568	6.38
0+80	100.00	91.28	19.71	9.86	91.28	0.1971	5.07
0+90	100.00	88.61	23.90	11.95	88.61	0.2390	4.18
0+100	100.00	85.61	28.17	14.09	85.61	0.2817	3.55
0+110	100.00	82.29	32.52	16.26	82.29	0.3252	3.08
0+120	100.00	78.67	36.94	18.47	78.67	0.3694	2.71
0+130	100.00	74.78	41.43	20.72	74.78	0.4143	2.41
0+140	100.00	70.65	46.00	23.00	70.65	0.4600	2.17
0+150	100.00	66.31	50.64	25.32	66.31	0.5064	1.97
0+160	100.00	61.79	55.35	27.68	61.79	0.5535	1.80
0+170	100.00	57.12	60.12	30.06	57.12	0.6012	1.66
0+180	100.00	52.33	64.95	32.48	52.33	0.6495	1.54
0+190	100.00	47.45	69.83	34.92	47.45	0.6983	1.44
0+200	100.00	42.50	74.76	37.38	42.50	0.7476	1.36
0+210	100.00	37.50	79.74	39.87	37.50	0.7974	1.29
0+220	100.00	32.57	84.77	42.38	32.57	0.8477	1.23
0+230	100.00	27.63	89.85	44.92	27.63	0.8985	1.18
0+240	100.00	22.70	94.98	47.49	22.70	0.9498	1.14
0+250	100.00	17.79	100.16	50.09	17.79	1.0016	1.10
0+260	100.00	12.91	105.39	52.72	12.91	1.0539	1.07
0+270	100.00	8.08	110.67	55.39	8.08	1.1067	1.04
0+280	100.00	3.32	116.00	58.00	3.32	1.1600	1.02
0+290	100.00	-1.47	121.38	60.56	-1.47	1.2138	1.00
0+300	100.00	-6.31	126.81	63.07	-6.31	1.2681	0.98
0+310	100.00	-11.21	132.29	65.54	-11.21	1.3229	0.96
0+320	100.00	-16.18	137.82	68.00	-16.18	1.3782	0.94
0+330	100.00	-21.23	143.40	70.42	-21.23	1.4340	0.92
0+340	100.00	-26.36	149.03	72.81	-26.36	1.4903	0.90
0+350	100.00	-31.58	154.71	75.17	-31.58	1.5471	0.88
0+360	100.00	-36.89	160.44	77.50	-36.89	1.6044	0.86
0+370	100.00	-42.30	166.22	79.80	-42.30	1.6622	0.84
0+380	100.00	-47.81	172.05	82.08	-47.81	1.7205	0.82
0+390	100.00	-53.43	177.93	84.33	-53.43	1.7793	0.80
0+400	100.00	-59.16	183.86	86.56	-59.16	1.8386	0.78
0+410	100.00	-65.01	189.84	88.77	-65.01	1.8984	0.76
0+420	100.00	-70.98	195.87	90.95	-70.98	1.9587	0.74
0+430	100.00	-77.08	201.95	93.11	-77.08	2.0195	0.72
0+440	100.00	-83.31	208.08	95.24	-83.31	2.0808	0.70
0+450	100.00	-89.68	214.26	97.35	-89.68	2.1426	0.68
0+460	100.00	-96.19	220.49	99.43	-96.19	2.2049	0.66
0+470	100.00	-102.84	226.77	101.49	-102.84	2.2677	0.64
0+480	100.00	-109.63	233.10	103.52	-109.63	2.3310	0.62
0+490	100.00	-116.57	239.48	105.53	-116.57	2.3948	0.60
0+500	100.00	-123.66	245.91	107.51	-123.66	2.4591	0.58
0+510	100.00	-130.91	252.39	109.47	-130.91	2.5239	0.56
0+520	100.00	-138.32	258.92	111.40	-138.32	2.5892	0.54
0+530	100.00	-145.89	265.50	113.31	-145.89	2.6550	0.52
0+540	100.00	-153.63	272.13	115.19	-153.63	2.7213	0.50
0+550	100.00	-161.54	278.81	117.05	-161.54	2.7881	0.48
0+560	100.00	-169.62	285.54	118.88	-169.62	2.8554	0.46
0+570	100.00	-177.87	292.32	120.69	-177.87	2.9232	0.44
0+580	100.00	-186.29	299.15	122.47	-186.29	2.9915	0.42
0+590	100.00	-194.88	306.03	124.23	-194.88	3.0603	0.40
0+600	100.00	-203.64	312.96	125.97	-203.64	3.1296	0.38
0+610	100.00	-212.57	319.94	127.69	-212.57	3.1994	0.36
0+620	100.00	-221.67	326.97	129.39	-221.67	3.2697	0.34
0+630	100.00	-230.94	334.05	131.07	-230.94	3.3405	0.32
0+640	100.00	-240.38	341.18	132.73	-240.38	3.4118	0.30
0+650	100.00	-249.99	348.36	134.37	-249.99	3.4836	0.28
0+660	100.00	-259.77	355.59	135.99	-259.77	3.5559	0.26
0+670	100.00	-269.72	362.87	137.59	-269.72	3.6287	0.24
0+680	100.00	-279.84	370.20	139.17	-279.84	3.7020	0.22
0+690	100.00	-290.13	377.58	140.73	-290.13	3.7758	0.20
0+700	100.00	-300.59	385.01	142.27	-300.59	3.8501	0.18
0+710	100.00	-311.22	392.49	143.79	-311.22	3.9249	0.16
0+720	100.00	-322.02	400.02	145.29	-322.02	4.0002	0.14
0+730	100.00	-332.99	407.60	146.77	-332.99	4.0760	0.12
0+740	100.00	-344.13	415.23	148.23	-344.13	4.1523	0.10
0+750	100.00	-355.44	422.91	149.67	-355.44	4.2291	0.08
0+760	100.00	-366.92	430.64	151.09	-366.92	4.3064	0.06
0+770	100.00	-378.57	438.42	152.49	-378.57	4.3842	0.04
0+780	100.00	-390.39	446.25	153.87	-390.39	4.4625	0.02
0+790	100.00	-402.38	454.13	155.23	-402.38	4.5413	0.00
0+800	100.00	-414.54	462.06	156.57	-414.54	4.6206	0.00
0+810	100.00	-426.87	470.04	157.89	-426.87	4.7004	0.00
0+820	100.00	-439.37	478.07	159.19	-439.37	4.7807	0.00
0+830	100.00	-452.04	486.15	160.47	-452.04	4.8615	0.00
0+840	100.00	-464.87	494.28	161.73	-464.87	4.9428	0.00
0+850	100.00	-477.86	502.46	162.97	-477.86	5.0246	0.00
0+860	100.00	-491.01	510.69	164.19	-491.01	5.1069	0.00
0+870	100.00	-504.32	518.97	165.39	-504.32	5.1897	0.00
0+880	100.00	-517.79	527.30	166.57	-517.79	5.2730	0.00
0+890	100.00	-531.42	535.68	167.73	-531.42	5.3568	0.00
0+900	100.00	-545.21	544.11	168.87	-545.21	5.4411	0.00
0+910	100.00	-559.16	552.59	169.99	-559.16	5.5259	0.00
0+920	100.00	-573.27	561.12	171.09	-573.27	5.6112	0.00
0+930	100.00	-587.54	569.70	172.17	-587.54	5.6970	0.00
0+940	100.00	-601.97	578.33	173.23	-601.97	5.7833	0.00
0+950	100.00	-616.56	587.01	174.27	-616.56	5.8701	0.00
0+960	100.00	-631.31	595.74	175.29	-631.31	5.9574	0.00
0+970	100.00	-646.22	604.52	176.29	-646.22	6.0452	0.00
0+980	100.00	-661.29	613.35	177.27	-661.29	6.1335	0.00
0+990	100.00	-676.52	622.23	178.23	-676.52	6.2223	0.00
1+000	100.00	-691.91	631.16	179.17	-691.91	6.3116	0.00

CORPORATE OWNERS CERTIFICATE OF DEDICATION

EVERGREEN VALLEY, LLC, A CORPORATION, HAS ORGANIZED AND LAYING OUT THE SAID PLANNED UNIT DEVELOPMENT AND HEREBY CERTIFIES THAT SAID DEVELOPMENT IS IN ACCORDANCE WITH THE CITY OF NEW RICHMOND, ALABAMA, ORDINANCES AND REGULATIONS GOVERNING THE LAYOUT AND DEDICATION OF PLANNED UNIT DEVELOPMENTS. THE SAID DEVELOPMENT IS LOCATED IN PART OF THE NW1/4 OF SECTION 10, TOWNSHIP 34 NORTH, RANGE 10 WEST, CITY OF NEW RICHMOND, ST. CLAIR COUNTY, ALABAMA.

AT THE PRESENCE OF:
41 *[Signature]* Mayor, City of New Richmond, Alabama, 30153

[Signature]
EVERGREEN VALLEY, LLC

[Signature]
DALLAS JAMES

STATE OF ALABAMA

COUNTY OF ST. CLAIR
I, DALLAS JAMES, Surveyor, do hereby certify that the above and foregoing plat is a true and correct copy of the original plat on file in my office, and that the same is in accordance with the laws of this State.

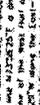
[Signature]
DALLAS JAMES



SURVYORS CERTIFICATE

I, Dallas James, Registered Professional Surveyor, No. 12345, State of Alabama, do hereby certify that the above and foregoing plat is a true and correct copy of the original plat on file in my office, and that the same is in accordance with the laws of this State.

[Signature]
DALLAS JAMES



CITY TREASURER CERTIFICATE

I, Dallas James, Treasurer of the City of New Richmond, Alabama, do hereby certify that the above and foregoing plat is a true and correct copy of the original plat on file in my office, and that the same is in accordance with the laws of this State.

[Signature]
DALLAS JAMES

CITY COUNCIL RESOLUTION

RESOLVED, THAT THE CITY OF NEW RICHMOND, ALABAMA, DO HEREBY APPROVE AND CONSENT TO THE SAID CONVEYANCE OF EVERGREEN VALLEY, LLC OWNER.

[Signature]
DALLAS JAMES

DATE: October 21, 2012

City of New Richmond, Alabama

**CITY OF NEW RICHMOND
ST. CROIX COUNTY, WISCONSIN**

PLANNED UNIT DEVELOPMENT

APPLICANT: Arvena Borgen

APPLICATION: Amendment of a PUD, Planned Unit Development (PUD) for the Plat of Evergreen Valley.

FINDINGS: Based upon review of the application and evidence received, the New Richmond City Council now makes the following findings of fact:

1. The property is guided for low density residential uses by the Comprehensive Plan.
2. A PUD, Planned Unit Development District of the property was approved by the City Council on 7 June 2005, which is preserved as Section 121-9.B.7 of the Zoning Ordinance.
3. The applicant is proposing an amendment of the PUD to modify required setbacks.
4. Applications for amendment of the Zoning Ordinance are to be processed in accordance Section 121-29 of the Zoning Ordinance and are subject to review by the Development Review Committee and Plan Commission, and approval of the City Council.
5. The Plan Commission and City Council must take into consideration the possible effects of the amendment with their judgment based upon (but not limited to) the criteria outlined in Section 121-29.D.1 of the Zoning Ordinance:
 - a. *The proposed action has been considered in relation to the specific policies and provisions of and has been found to be consistent with the City Comprehensive Plan, including public facilities and capital improvement plans.*
 - b. *The proposed action meets the purpose and intent of this [Zoning] Ordinance or, in the case of a map or text amendment; it meets the purpose and intent of the individual zoning district.*
 - c. *There is adequate public infrastructure available to serve the proposed action.*
 - d. *There is an adequate buffer or transition provided between potentially incompatible zoning districts.*
 - e. *The change will be compatible with existing and planned use in the area.*
6. The planning report dated 28 February 2018 prepared by the City Planner, The Planning Company LLC., is incorporated herein.
9. The Plan Commission opened a public hearing at their regular meeting on 6 March 2018 to consider the application, preceded by published and mailed notice; the Plan Commission reviewed of the application and received evidence; the Plan Commission closed the public hearing recommended by a _____ vote that the City Council approve the request based on

the aforementioned findings.

DECISION: Based on the foregoing information and applicable ordinances, the request is hereby **APPROVED** and is subject to the following conditions:

1. The principal building setback from secondary streets as defined by the Zoning Ordinance shall be a minimum of twenty (20) feet consistent with the requirement established by the Z2 District.

MOTION BY:

SECOND BY:

ALL IN FAVOR:

THOSE OPPOSED:

ADOPTED by the City Council of the City of New Richmond this ____ day of _____ 2018.

CITY OF NEW RICHMOND

By: _____
Fred Horne, Mayor

Attest: _____
Tanya Batchelor, City Clerk

Notarized by: _____ on March 13, 2018.

My Commission expires _____

ORDINANCE #___

THE COMMON COUNCIL OF THE CITY OF NEW RICHMOND DOES ORDAIN AS FOLLOWS:

Section 1. Section 121-9.B.7 of the Zoning Ordinance (Preservation of PUD Districts) is hereby amended to read as follows:

9. Evergreen Valley Phase 1, approved as a PUD Plat 6/7/05, amended [EFFECTIVE DATE].

This ordinance shall take effect immediately upon its passage and publication as provided by law.

Passed and approved:
Published and effective:

CITY OF NEW RICHMOND

By: _____
Fred Horne, Mayor

ATTEST: _____
Tanya Batchelor, City Clerk



APPLICATION TO REZONE

City Ordinance Section 121-29
www.newrichmondwi.gov

City of New Richmond
156 East First Street ❖ New Richmond, WI 54017
Phone: (715) 246-4268 ❖ Fax: (715) 246-7129

*Bruce cell
715-497-7974*

APPLICATION FEE: \$250 ESCROW: \$500

Application fee should be made payable to City of New Richmond upon submittal of completed application Escrow funds will be drawn to cover project-related costs. Additional funds may be required; surplus funds will be returned.

Please complete the application by typing or printing in ink. Use additional paper if necessary.

1. Property Owner Information:

Company name: _____

Last name: Borgen First name: Arvena (Bruce Son)

Address: 1503 Sequoia Lane City/State/Zip: New Richmond, WI 54017

Phone number: (715) 246-7180 Email address: _____
(715) 497-7974

2. Applicant Information: (if different from above)

Company name: _____

Last name: _____ First name: _____

Address: _____ City/State/Zip: _____

Phone number: _____ Email address: _____

3. Address(es) of Property Involved: (if different from above)

261-1039-60-078 Lot 78 Evergreen valley PUD district

4. Zoning Change Requested: Complete item 5a and/or 5b as appropriate for your application. 121-9

a. Zoning Map Change: (9)

Existing Designation(s): _____

Proposed Designation(s): _____

5. Reason for Zoning Change: In approving a request for rezoning a property or amending the zoning text, one or both of the following circumstances must be evident; indicate which of the following best characterizes the reason that the intended use is not allowed by the existing zoning designation.

- A mistake was made when the existing zoning text or map was approved.
- Circumstances have changed since the original zoning that now justifies a change.

6. Additional Required Information:

- a. **Legal Description and PIN:** Provide the Parcel Identification Number(s) and the complete legal description(s) of the property involved.
- b. **Consultant Fees:** Whenever third party consultants are utilized in the preparation of application materials (e.g., a traffic study) or the City's review of an application (e.g., traffic study analysis) the applicant shall be responsible for paying the entirety of those costs.
- c. **Written Narrative:** The narrative should describe in detail the nature of the intended use, why you believe the use is not permitted by the existing zoning, and how the use would be permitted under the proposed rezoning or zoning text amendment. Narratives should also state whether any additional land use applications (e.g., conditional use Permit or variance) would be necessary to accommodate the intended use in compliance with the requirements of the proposed zoning change.
- d. **Consultant Fees:** Whenever third party consultants are utilized in the preparation of application materials (e.g., a traffic study) or the City's review of an application (e.g., traffic study analysis), the applicant shall be responsible for paying the entirety of those costs.
- e. **Other Information:** In addition to the written narrative, a full size site plan, topographic survey, landscape plan, grading and drainage plan, exterior building elevation drawings, and other information may also be required if deemed necessary by City Staff.

7. **Signature(s):** By signing below, you attest that the information above and attached is true and correct to the best of your knowledge.

Property Owner: Arvena J. Bergen

Date: 1/30/18

Applicant: Arvena J. Bergen

Date: 1/30/18

Fee Paid: \$250 Date: 1-29-18 Receipt # 66479

Escrow Paid: \$500 Date: 1-29-18 Receipt # 66479

Zoning change applications must be received by the first Thursday of each month; applications received after this date cannot be heard at the Planning Commission meeting the following month.



3601 Thurston Avenue
Anoka, MN 55303
763.231.5840
TPC@PlanningCo.com

MEMORANDUM

TO: Beth Thompson

FROM: D. Daniel Licht, AICP

DATE: 28 February 2018

RE: New Richmond – Willowind; PUD Amendment/Preliminary-Final Plat

TPC FILE: 164.02

BACKGROUND

Mr. Shaun Bird has acquired Lots 127-136 and Lots 151-164 of the Willowind plat that were approved as a Planned Unit Development (PUD) plat on 10 November 2003 for construction of 24 townhouse dwellings within six buildings. Each of the townhouse dwellings is located on a unit lot of property underlying the structure with common area surrounding each building platted as Outlots 7 and 8. Mr. Bird is intending to construct a larger floor plan for the individual townhouse dwellings than can be accommodated by the existing lots.

The larger house plan requires consideration of a revised preliminary and final plat that reduces the number of unit lots by six (one dwelling less per building). The request requires consideration of an application for a PUD amendment and preliminary/final plat. The Willowind PUD did not include approval of specific house plans, so only the plat revision is subject to review. A public hearing to consider the applications has been noticed for the Plan Commission meeting on 6 March 2018.

Exhibits:

- Site location map
- Willowind Reconfiguration No. 1
- Draft PUD Findings of Fact and Decision
- Draft PUD Ordinance

ANALYSIS

Comprehensive Plan. The Comprehensive Plan guides the subject site for low density residential uses. The existing townhouse uses, as well as proposed townhouse uses with six fewer dwelling units, are appropriate within areas guided for low density residential development to provide an alternative to traditional single family dwellings as part of the City's housing supply.

Zoning. The subject site is zoned PUD in accordance with the plat approval on 10 November 2003. The Willowind PUD is preserved as Section 121-9.B.10 of the Zoning Ordinance when the comprehensive update adopted on 1 January 2015. The underlying zoning district designation established on the Zoning Map is Z4, General Urban District. Amendment of the PUD to allow for the proposed reconfiguration of the plat reducing the number of unit lots by six is to be processed as a Zoning Ordinance amendment in accordance with Section 121-29 of the Zoning Ordinance.

Surrounding Uses. The subject site is within the interior of the Willowind development surrounded by townhouse lots to the north, east, south, and west. The proposed plat revisions reducing the number of unit lots will not cause compatibility issues with surrounding uses.

Setbacks. The setbacks required for the Willowind plat are as shown in the table below. The reconfiguration of the lots within the plat will not affect the ability to locate a principal building with the applicable setback requirements.

Public ROW	Between Bldgs.
30ft.	10ft.

Streets. The lots have direct access to Sharptail Run, W. 9th Street, and Quail Run. The proposed plat revisions do not have any impact upon access to the public street or traffic capacity. However, sidewalk was not constructed adjacent to the proposed plat along Sharptail Run and W. 9th Street at the time the streets were constructed. Section 117-31.A of the Subdivision Ordinance requires that the developer complete construction of the 5 foot concrete sidewalk along these streets as a condition of approval. Plans for construction of the sidewalks are to be subject to review and approval of the Public Works Director.

Landscaping. Table 15 of the Zoning Ordinance establishes minimum requirements for landscaping for townhouse uses within the Z4 District. One shade tree is required to be installed within the front yard for each 40 feet of street frontage, plus 6 shrubs per 1,000 square feet of building area. One shade tree is also required for each 40 feet of lot width in rear yards. Turf grass is to be planted/installed in all yards not taken up by the building footprint or other hard surfaces. A plan for installation of the landscaping required by the Zoning Ordinance for each townhouse building will be submitted at the time a building permit is applied for and is subject to review and approval of the Building Inspector.

Grading. The proposed plat revisions will not affect the approved grading plan beyond the boundaries of each building. Any grading issues related to the site plan change will be coordinated by the Building Inspector and Public Works Director as part of the building permit process.

Utilities. Utilities for each of the existing lots was installed within the right-of-way at the front of each dwelling unit. The proposed plat revisions resulting in removal of one unit lot from each building will require the one unused sanitary sewer and water connection be abandoned. Abandonment of the unused utility connections will be completed by the Utility Department with all costs paid by the developer. All other utility issues are to be subject to review of the Building Inspector and approval of the Public Works Director.

Easements. The lots within the plat are unit lots that underlie the living space of each dwelling. No perimeter easements typically required by Section 117-41.C.1 of the Subdivision Ordinance are required as the common space surrounding each building is platted as Outlots 7 and 8. These outlots are owned by the Willowind Townhouses Homeowners Association, which includes the subject lots.

Park Dedication. The proposed plat revisions decrease the number of dwelling units from the number approved with the original PUD plat. No additional park dedication is required as a result.

Development Agreement. In conjunction with the revised plat, the developer is required to complete sidewalk improvements and abandon unused utility connections. These public improvements require a development agreement to be drafted by the City Attorney and executed by the developer, subject to approval of the City Council in accordance with Section 117-24 of the Subdivision Ordinance.

RECOMMENDATION

The Development Review Committee considered the application for a revised plat of a portion of the Willowind PUD at a meeting on 15 February 2018 and recommends approval subject to the conditions below.

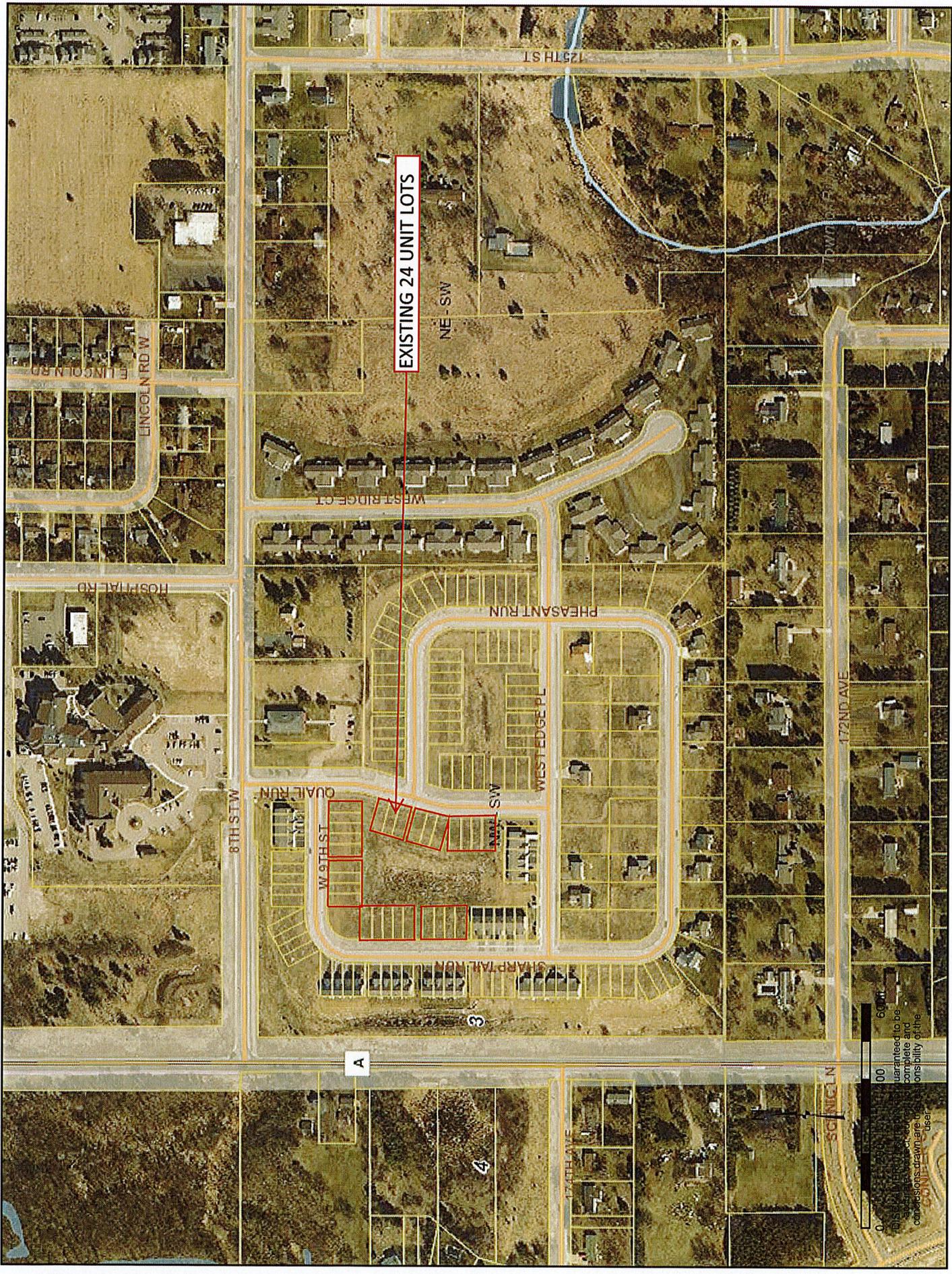
POSSIBLE ACTIONS

- A. Motion to **approve** an amendment of the Willowind PUD and preliminary/final plat for Shaun Bird, subject to the following conditions:
 - 1. Lots 200-217 shall be subject to the following setbacks:

Public ROW	Between Bldgs.
30ft.	10ft.

2. The developer shall install landscaping for each townhouse building in accordance with Table 15 of the Zoning Ordinance, subject to review and approval of the Building Inspector.
 3. The developer shall construct sidewalk as required by Section 117-31.A of the Subdivision Ordinance, subject to review and approval of the Public Works Director.
 4. All grading, drainage, and erosion control issues shall be subject to review and approval of the Building Inspector and Public Works Director.
 5. The developer shall be responsible for the costs to abandon one sewer and water connection for each building; abandonment of the unused utility services and all other utility issues shall be subject to review and approval of the Public Works Director.
 6. The developer shall execute a development contract with the City for completion of utility and sidewalk construction as required by Section 117-24 of the Subdivision Ordinance, subject to review by the City Attorney and approval of the City Council.
- B. Motion to **deny** the application based on a finding that the request is inconsistent with the Comprehensive Plan and does not comply with the Zoning Ordinance, Subdivision Ordinance, or Willowind PUD.
- C. Motion to **table**.
- c. Michael Darrow, City Administrator
Sarah Skinner, Building Inspector/Zoning Administrator
Jeremiah Wendt, Public Works Director
Nick Vivian, City Attorney

EXISTING 24 UNIT LOTS



0 10 20 30 40 50 60 ft
This plan and the information contained herein are not guaranteed to be complete and accurate. The user assumes all responsibility for the conclusions drawn from the information presented. User

WILLOWIND RECONFIGURATION NO. 1

LOCATED IN PART OF THE NE1/4 OF THE SW1/4 OF SECTION 7 ALL IN T27N, R18W, CITY OF NEW RICHMOND, ST. CROIX COUNTY, WISCONSIN, BEING LOTS 127-136 AND LOTS 151-164, WILLOWIND 1ST ADDITION.

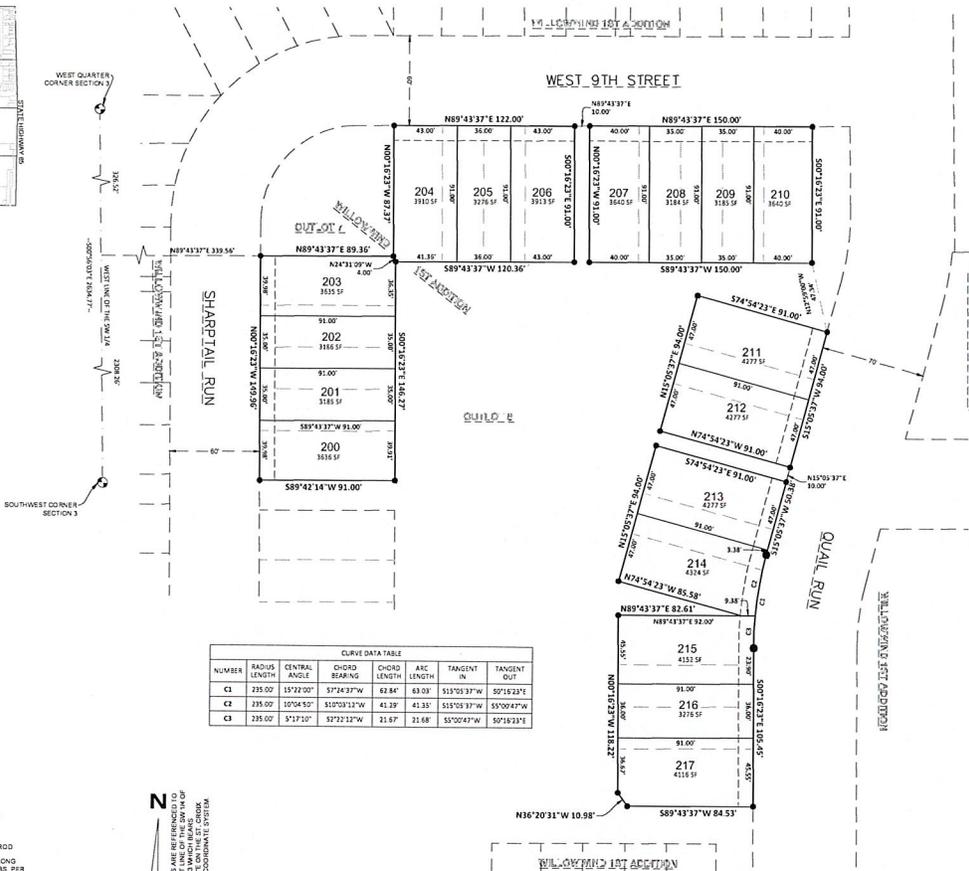
LOCATION SKETCH



WILLOWIND RECONFIGURATION NO. 1

PREPARED FOR:
SHAUN BIRD TRUST
1432 120TH STREET
NEW RICHMOND, WI 54017

PREPARED BY:
A/C/a CONSULTING/ASSOCIATES
2920 ENLOW STREET SUITE 101
HUCCON, WI 54016



CURVE DATA TABLE							
NUMBER	RADIUS LENGTH	CENTRAL ANGLE	CHORD BEARING	CHORD LENGTH	ARC LENGTH	TANGENT IN	TANGENT OUT
C1	235.00	157°12'00"	S7°24'37"W	62.84'	63.03'	S1°03'37"W	S0°19'23"E
C2	235.00	10°54'52"	S10°03'13"W	41.28'	41.35'	S1°05'37"W	S5°00'47"W
C3	235.00	1°13'12"	S2°32'12"W	21.67'	21.68'	S5°00'47"W	S0°16'31"E

LEGEND

- FOUND 3/4" ALUMINUM CAP COUNTY SECTION CORNER MONUMENT
- FOUND 3/4" DIAMETER IRON ROD
- SET 1/4" DIAMETER BY 18" LONG IRON BARS WEIGHING 4.7 LBS PER LINEAR FOOT
- ALL OTHER LOT CORNERS MONUMENTED WITH 1" OUTSIDE DIAMETER BY 18" LONG IRON PIPE WEIGHING 1.9 LBS PER LINEAR FOOT
- EXISTING 12" DRAINAGE AND UTILITY EASEMENT



CITY TREASURER CERTIFICATE

STATE OF WISCONSIN
COUNTY OF ST. CROIX

I, BEV LANGENBACK, BEING THE DULY ELECTED, QUALIFIED AND ACTING CITY TREASURER OF THE CITY OF NEW RICHMOND, DO HEREBY CERTIFY THAT IN ACCORDANCE WITH THE RECORDS IN MY OFFICE, THERE ARE NO UNPAID TAXES OR SPECIAL ASSESSMENTS AS OF _____ AFFECTING THE LAND INCLUDED IN THE PLAT OF WILLOWIND RECONFIGURATION NO. 1.

BEV LANGENBACK _____ DATE _____
CITY TREASURER/FINANCE DIRECTOR

COUNTY TREASURER'S CERTIFICATE

STATE OF WISCONSIN
COUNTY OF ST. CROIX

I, DENISE ANDERSON, BEING THE DULY ELECTED, QUALIFIED AND ACTING COUNTY TREASURER OF ST. CROIX COUNTY, DO HEREBY CERTIFY THAT THE RECORDS IN MY OFFICE SHOW NO UNREDEEMED TAX SALES AND NO UNPAID TAXES OR SPECIAL ASSESSMENTS AS OF _____ AFFECTING THE LAND INCLUDED IN THE PLAT OF WILLOWIND RECONFIGURATION NO. 1.

DENISE ANDERSON _____ DATE _____
COUNTY TREASURER

CITY COUNCIL RESOLUTION

RESOLVED, THAT THE PLAT OF WILLOWIND RECONFIGURATION NO. 1, IN THE CITY OF NEW RICHMOND, SHAUN BIRD TRUST, OWNER, IS HEREBY APPROVED BY THE CITY COUNCIL.

FRED HORNE _____ DATE _____
MAYOR

I HEREBY CERTIFY THAT THE FOREGOING IS A COPY OF A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF NEW RICHMOND.

TANYA BATCHELOR _____ DATE _____
CITY CLERK

SURVEYOR'S CERTIFICATE

I, Ty R. Dodge, Professional Wisconsin Land Surveyor, hereby certify that in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the subdivision regulations of the City of New Richmond, and under the direction of Shaun Bird Trust, owner of said land, I have surveyed, divided and mapped WILLOWIND RECONFIGURATION NO. 1, that such plat correctly represents all exterior boundaries and the subdivision of the land surveyed, and that this plat is located in part of the Northwest Quarter of the Southwest Quarter of Section 3, Township 27 North, Range 18 West, more particularly described as follows: Lots 127-136 and Lots 151-164, Willowind 1st Addition, City of New Richmond, St. Croix County Wisconsin Containing 1.54 acres of land.

Dated this 12th day of February 2018

Ty R. Dodge
Ty R. Dodge
A/C/a Consulting & Associates
2920 Enlow Street, Suite 101
Huccon, WI 54016
715-386-2007



OWNER'S CERTIFICATE OF DEDICATION

AS OWNER(S), I HEREBY CERTIFY THAT I CAUSED THE LAND DESCRIBED ON THIS PLAT TO BE SURVEYED, DIVIDED, MAPPED AND DEDICATED AS REPRESENTED ON THE PLAT. I (WE) ALSO CERTIFY THAT THIS PLAT IS REQUIRED BY S 236.10 OR S 236.12 TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION:
ST. CROIX COUNTY
CITY OF NEW RICHMOND

WITNESS THE HAND AND SEAL OF SAID OWNER THIS _____ DAY OF _____ 2018
IN PRESENCE OF:

SHAUN BIRD, FOR SHAUN BIRD TRUST

STATE OF WISCONSIN
ST. CROIX COUNTY

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____ 2018, THE ABOVE NAMED

SHAUN BIRD (FOR SHAUN BIRD TRUST) TO ME KNOWN TO BE THE SAME PERSON WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THE SAME

(NOTARY SEAL)
NOTARY PUBLIC, _____
WISCONSIN
MY COMMISSION EXPIRES _____

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.17 and 236.21(1) and (2), Wis Stat. as provided by s. 236.12, Wis Stat.

Certified _____ 20____
Department of Administration

Office of the Register of Deeds
County, Wisconsin
Received for Record _____ 20____
at _____ o'clock _____ M as document # _____
Register of Deeds

THIS INSTRUMENT DRAFTED BY TYR DODGE JOB NO. 6485-019 DATE 02/12/2018

PROJECT:
WILLOWIND RECONFIGURATION NO. 1
OVERVIEW HOMES
CITY OF NEW RICHMOND, ST. CROIX COUNTY, WISCONSIN

SHEET NO. 1 OF 1

FINAL PLAT

A/C/a
Auth-Consulting/associates

CONCRETE OFFICE
404 Debauchage Drive East
Suite A
Monroe, WI 54155
715-221-8496
Fax 715-222-8492
acls@authconsulting.com

ESTATE OFFICE
2200 Faber Street
Suite 101
Bilston, WI 54014
715-381-5277
Fax 715-381-5300
tbls@authconsulting.com

S&N Land Surveying

DRAWN BY: TRD	CITY AND STATE SUBMIT	TRD	02/12/18
CHECKED BY: TRD	JOB NUMBER: 6485-019	REVISION DESCRIPTION:	NAME: DATE:
DATE: 02/12/18			
DWG FILE: 6485-019			
REF FILE:			

**CITY OF NEW RICHMOND
ST. CROIX COUNTY, WISCONSIN**

PLANNED UNIT DEVELOPMENT

APPLICANT: Shaun Bird

APPLICATION: Amendment of a PUD, Planned Unit Development (PUD) for the Plat of Willowind.

FINDINGS: Based upon review of the application and evidence received, the New Richmond City Council now makes the following findings of fact:

1. The legal description of the property is:

Lots 127-136 and Lots 151-164, Plat of Willowind, City of New Richmond, St. Croix County, Wisconsin.
2. The property is guided for low density residential uses by the Comprehensive Plan.
3. A PUD, Planned Unit Development District of the property was approved by the City Council on 10 November 2003, which is preserved as Section 121-9.B.10 of the Zoning Ordinance.
4. The applicant is proposing amendment of the PUD District to reconfigure the plat reducing the number of dwelling units by six (6) lots.
5. Applications for amendment of the Zoning Ordinance are to be processed in accordance Section 121-29 of the Zoning Ordinance and are subject to review by the Development Review Committee and Plan Commission, and approval of the City Council.
6. The Plan Commission and City Council must take into consideration the possible effects of the amendment with their judgment based upon (but not limited to) the criteria outlined in Section 121-29.D.1 of the Zoning Ordinance:
 - a. *The proposed action has been considered in relation to the specific policies and provisions of and has been found to be consistent with the City Comprehensive Plan, including public facilities and capital improvement plans.*
 - b. *The proposed action meets the purpose and intent of this [Zoning] Ordinance or, in the case of a map or text amendment; it meets the purpose and intent of the individual zoning district.*
 - c. *There is adequate public infrastructure available to serve the proposed action.*
 - d. *There is an adequate buffer or transition provided between potentially incompatible zoning districts.*
 - e. *The change will be compatible with existing and planned use in the area.*
8. The planning report dated 28 February 2018 prepared by the City Planner, The Planning

Company LLC, is incorporated herein.

- 9. The Plan Commission opened a public hearing at their regular meeting on 6 March 2018 to consider the application, preceded by published and mailed notice; the Plan Commission reviewed of the application and received evidence; the Plan Commission closed the public hearing recommended by a _____ vote that the City Council approve the request based on the aforementioned findings.

DECISION: Based on the foregoing information and applicable ordinances, the request is hereby **APPROVED** and is subject to the following conditions:

- 1. Lots 200-217 shall be subject to the following setbacks:

Public ROW	Between Bldgs.
30ft.	10ft.

- 2. The developer shall install landscaping for each townhouse building in accordance with Table 15 of the Zoning Ordinance, subject to review and approval of the Building Inspector.
- 3. The developer shall construct sidewalk as required by Section 117-31.A of the Subdivision Ordinance, subject to review and approval of the Public Works Director.
- 4. All grading, drainage, and erosion control issues shall be subject to review and approval of the Building Inspector and Public Works Director.
- 5. The developer shall be responsible for the costs to abandon one sewer and water connection for each building; abandonment of the unused utility services and all other utility issues shall be subject to review and approval of the Public Works Director.
- 6. The developer shall execute a development contract with the City for completion of utility and sidewalk construction as required by Section 117-24 of the Subdivision Ordinance, subject to review by the City Attorney and approval of the City Council.

ADOPTED by the City Council of the City of New Richmond this 12th day of March, 2018.

By: _____
Fred Horne, Mayor

Attest: _____
Tanya Batchelor, City Clerk

Notarized by: _____ this 13th day of March, 2018.

My Commission Expires: _____

ORDINANCE #___

THE COMMON COUNCIL OF THE CITY OF NEW RICHMOND DOES ORDAIN AS FOLLOWS:

Section 1. Section 121-9.B.10 of the Zoning Ordinance (Preservation of PUD Districts) is hereby amended to read as follows:

10. Willowind, Ordinance #308 adopted 11/10/03, amended [EFFECTIVE DATE].

This ordinance shall take effect immediately upon its passage and publication as provided by law.

Passed and approved:
Published and effective:

CITY OF NEW RICHMOND

By: _____
Fred Horne, Mayor

ATTEST: _____
Tanya Batchelor, City Clerk



APPLICATION TO REZONE

City Ordinance Section 121-29
www.newrichmondwi.gov

City of New Richmond
156 East First Street ❖ New Richmond, WI 54017
Phone: (715) 246-4268 ❖ Fax: (715) 246-7129

APPLICATION FEE: \$250 ESCROW: \$500

Application fee should be made payable to City of New Richmond upon submittal of completed application Escrow funds will be drawn to cover project-related costs. Additional funds may be required; surplus funds will be returned.

Please complete the application by typing or printing in ink. Use additional paper if necessary.

1. Property Owner Information:

Company name: _____

Last name: Bird First name: Shaun

Address: 1432 120th Street City/State/Zip: New Richmond WI 54017

Phone number: 715-781-0653 Email address: sbird@frontiernet.net

2. Applicant Information: (if different from above)

Company name: _____

Last name: _____ First name: _____

Address: _____ City/State/Zip: _____

Phone number: _____ Email address: _____

3. Address(es) of Property Involved: (if different from above)

925-953 (odd incl.) Quail Run, 1202-1238 (even incl.) W. 9th St, & 920-928 (even incl.) Sharptail Run

4. Zoning Change Requested: Complete item 5a and/or 5b as appropriate for your application.

a. Zoning Map Change:

Existing Designation(s): PUD

Proposed Designation(s): PUD

5. Reason for Zoning Change: In approving a request for rezoning a property or amending the zoning text, one or both of the following circumstances must be evident; indicate which of the following best characterizes the reason that the intended use is not allowed by the existing zoning designation.

A mistake was made when the existing zoning text or map was approved.

Circumstances have changed since the original zoning that now justifies a change.

6. Additional Required Information:

- a. **Legal Description and PIN:** Provide the Parcel Identification Number(s) and the complete legal description(s) of the property involved.
- b. **Consultant Fees:** Whenever third party consultants are utilized in the preparation of application materials (e.g., a traffic study) or the City's review of an application (e.g., traffic study analysis) the applicant shall be responsible for paying the entirety of those costs.
- c. **Written Narrative:** The narrative should describe in detail the nature of the intended use, why you believe the use is not permitted by the existing zoning, and how the use would be permitted under the proposed rezoning or zoning text amendment. Narratives should also state whether any additional land use applications (e.g., conditional use Permit or variance) would be necessary to accommodate the intended use in compliance with the requirements of the proposed zoning change.
- d. **Consultant Fees:** Whenever third party consultants are utilized in the preparation of application materials (e.g., a traffic study) or the City's review of an application (e.g., traffic study analysis), the applicant shall be responsible for paying the entirety of those costs.
- e. **Other Information:** In addition to the written narrative, a full size site plan, topographic survey, landscape plan, grading and drainage plan, exterior building elevation drawings, and other information may also be required if deemed necessary by City Staff.

7. **Signature(s):** By signing below, you attest that the information above and attached is true and correct to the best of your knowledge.

Property Owner: _____

Date: 2/14/18
01/10/18

Applicant: _____

Date: _____

Fee Paid: \$250

Date: 2-14-18

Receipt # 66566

Escrow Paid: \$500

Date: 2-14-18

Receipt # _____

Zoning change applications must be received by the first Thursday of each month; applications received after this date cannot be heard at the Planning Commission meeting the following month.



City of New Richmond
156 East First Street ❖ New Richmond, WI 54017
Phone: (715) 246-4268 ❖ Fax: (715) 246-7129

FINAL PLAT APPLICATION

CITY ORDINANCE SECTION 117

www.newrichmondwi.gov

FINAL PLAT FEE: \$250.00 + \$2.00/LOT

ESCROW: \$0.00

AMENDED OR REVISED FINAL PLAT FEE: \$250

ESCROW: \$0.00

Fee should be made payable to City of New Richmond upon submittal of completed application.

Please complete the application by typing or printing in ink. Use additional paper as necessary.

1. Property Owner Information:

Company name: _____

Last name: Bird First name: Shaun

Address: 1432 120th Street City/State/Zip: New Richmond WI 54017

Phone number: 715-781-0653 Email address: sbird@frontiernet.net

2. Applicant Information: (if different from above)

Company name: _____

Last name: _____ First name: _____

Address: _____ City/State/Zip: _____

Phone number: _____ Email address: _____

3. Address(es) of Property Involved: (if different from above)

925-953 (odd incl.) Quail Run, 1202-1238 (even incl.) W. 9th St, & 920-928 (even incl.) Sharptail Run

4. Zoning Designation: Z4 with PUD 11/10/2003

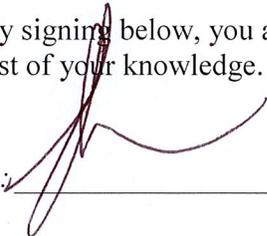
5. Changes from Preliminary Plat: Make note of any differences in property boundaries, easements, etc. from what was proposed in the Preliminary Plat application.

A group of lots platted for very narrow (28') building configuration are being replatted with a larger building design, thereby reducing the number of units.

6. Additional Required Information:

- a. **Parkland Dedication Determination:** Applications must include documentation from the Park Department indicating whether the Park Board recommends dedication of land or impact fees in lieu of land.
- b. **Legal Description and PIN:** Provide the existing Parcel Identification Number(s) and the complete legal description(s) of the property involved.
- c. **Proposed Plans:** In addition to four full size copies and one 11 x 17 copy of the plat incorporating all required modifications of the preliminary plat, a topographic survey, landscape plan, grading and drainage plan, exterior building elevation drawings, and other information may also be required if deemed necessary by the City Staff.
- d. **Written Narrative:** The written narrative should address whether the parcels affected by the proposed plat would comply with all of the applicable ordinance requirements.

7. **Signature(s):** By signing below, you attest that the information above and attached is true and correct to the best of your knowledge.

Property Owner:  _____

Date: 2-14-18

Applicant: _____

Date: _____

Fee Paid: \$ 280.00 Date: 2-14-18 Receipt # 66566

18 lots 30 + 250

Final Plat applications must be received by the first Thursday of a month; applications received after this date cannot be heard at the City Council meeting later that month.



3601 Thurston Avenue
Anoka, MN 55303
763.231.5840
TPC@PlanningCo.com

MEMORANDUM

TO: Beth Thompson

FROM: D. Daniel Licht, AICP

DATE: 28 February 2018

RE: New Richmond – Anderson Annexation

TPC FILE: 164.02

BACKGROUND

The City has received a petition from Mr. Gregory M. Anderson to annex 22.5 acres of a 27.5 acre parcel owned by him located at 115th Street and 175th Avenue within Richmond Township. Annexation petitions are subject to review by the Plan Commission and approval of the City Council. A public hearing to consider the annexation petition has been noticed for the Plan Commission meeting on 6 March 2016.

Exhibits:

- Site Location Map
- Petition for Annexation
- CSM

ANALYSIS

Existing Use. The property is 27.5 acres in area and is currently undeveloped. Access to the property is provided via an existing 66 foot wide ingress/egress easement across the abutting property to the north to 115th Street. Mr. Anderson intends to build a single family dwelling upon the 22.5 acres annexed to the City. The remaining 5.0 acres is to be platted as an outlot by CSM and remain in Richmond Township. The outlot is necessary so that the annexation does not cause Vierbrock's River Valley View Addition within Richmond Township to the east of the subject site to become an island surrounded by land within the City.

Comprehensive Plan. The Comprehensive Plan guides the subject site for future low density residential uses with availability of sanitary sewer and water utilities. Construction of one single family dwelling upon the property is an appropriate interim use until such time as the property may be further subdivided and developed in accordance with the future land use plan. The annexation of the property provides for future orderly growth of planned urban uses consistent with the Comprehensive Plan.

Zoning. Annexation of the parcel is to occur by adoption of an ordinance by the City Council and recorded with the Secretary of State and St. Croix County Recorder. The annexation will be effective upon the date after the annexation ordinance is published. Section 121-36.G of the Zoning Ordinance states that properties annexed to the City are designated as Z1 District, unless otherwise approved by the City Council. The purpose of the Z1 District as stated in Section 121- 37.A of the Zoning Ordinance is to retain rural parcels in their existing state until public infrastructure is available and application is made for development by the property owner. Until such time as sanitary sewer, water utilities, and street access is extended to the property, maintaining Z1 District zoning is appropriate. The proposed single family dwelling is allowed as a permitted use within the Z1 District.

Any condition of the property that does not comply with the requirements of the Zoning Ordinance upon the effective date of annexation would be allowed to continue as a legal non-conforming condition as provided for by Chapter 121, Article IV of the Zoning Ordinance. This would include the existing condition that the property does not have frontage to a public street and that access to a public street is provided across the abutting property to the north by ingress/egress easement. Any future subdivision of the property to create one or more new lots for additional development would require provision of minimum street frontage and direct access to a public street as required by the Zoning Ordinance and Subdivision Ordinance.

Surrounding Uses. The existing and planned uses surrounding the subject site are described in the table below. The subject site is contiguous to existing properties within the City to the north. Annexation of the subject site will allow for a logical long-term expansion of urban development within the City as guided by the Comprehensive Plan.

Direction	Jurisdiction	Land Use Plan	Zoning Map	Existing Use
North	City	LD Residential	Z2 District	Undeveloped Waste Water Treatment Plant
East	Town	LD Residential	NA	Rural residential
South	Town	LD Residential	NA	Undeveloped
West	Town	LD Residential	NA	Rural residential

CSM. Mr. Anderson is proposing to annex only 22.5 acres of the 27.5 acre parcel to the City as explained above. However, St. Croix County will not record a subdivision of the property because the parcel does not have frontage to a public street. As such, the ordinance annexing the 22.5 acres to the City will use a meets and bounds description of only that portion of the 27.5 acre parcel. Mr. Anderson has submitted a CSM to subdivide the subject site into a 22.5

acre lot within the City and 5.0 acre outlot within Richmond Township to separate the parcel to the two jurisdictions accordance with the annexation. The CSM is to be approved by the City and recorded with St. Croix County.

Lot Requirements. The Z1 District requires a minimum lot area of 5 acres. Lot 3 exceeds the minimum lot area requirement of the Z1 District. Lot cover for any buildings, driveways or other improvements within Lot 3 is to be limited to 30 percent of the lot area as required by Table 4.a.2 of the Zoning Ordinance.

Setbacks. The setbacks for principal and accessory buildings within the Z1 District as required by Table 4.c and d of the Zoning Ordinance are as shown below:

- Primary front: 50ft.
- Secondary front: 50ft.
- Side: 20ft.
- Rear: 50ft.

Yards within a lot are defined based upon which lot line has the least frontage to a public street. As the subject site has no frontage to a public street, no “front” lot line can be defined. Until such time as Lot 3 is rezoned and further subdivided, we recommend that a 50 foot setback be required from all lot lines for principal and accessory buildings that may be constructed within the property.

Easements. Easements that are 10 feet wide must be dedicated at the perimeter of the proposed lot to remain within the City as required by Section 117-41 of the Subdivision Ordinance. The CSM is to be revised to indicate these drainage and utility easements. All drainage and utility easements are to be subject to review and approval of the Public Works Director.

Utilities. Lot 3 is to be served by connection to City water and sewer utilities that are located within the easement for the Waste Water Treatment Facility driveway. Extension of utilities will be subject to review and approval of the Public Works Director as part of the building permit process.

RECOMMENDATION

The petition for annexation of the Gregory M. Anderson property is consistent with the City’s Comprehensive Plan. The Development Review Committee considered the annexation petition and CSM at their meeting on 15 February 2018 and recommends approval.

POSSIBLE ACTION

- A. Motion to recommend City Council **approval** of an ordinance annexing property owned by Gregory M. Anderson to the City of New Richmond and approve a CSM subdividing the property between the City of New Richmond and Richmond Township as annexed, subject to the following conditions:
 - 1. A 50 foot setback shall be required from all lot lines for principal and accessory buildings that may be constructed within Lot 3 until such time the property is rezoned and further subdivided.
 - 2. Drainage and utility easements shall be dedicated within Lot 3 as required by Section 117-41 of the Subdivision Ordinance, subject to review and approval of the Public Works Director.
- B. Motion to recommend the City Council **deny** the annexation petition based on a finding that such action is not consistent with the policies of the Comprehensive Plan.
- C. Motion to **table**.
- c. Michael Darrow, City Administrator
Nick Vivian, City Attorney



PETITION FOR ANNEXATION

PURSUANT TO SECTION 66.0217(2) WISCONSIN STATUTES WHERE NO ELECTORS RESIDE IN TERRITORY

We, the undersigned, constituting all of the owners of the real property, and all of the electors residing in, the following territory of the town(s) of RICHMOND, St. Croix County, Wisconsin, lying contiguous to the City of New Richmond to annex the territory described below and shown on the attached scale map to the City of New Richmond, St. Croix, Wisconsin: (Please attach description)

We, the undersigned, elect that this annexation shall take effect to the full extent consistent with outstanding priorities of other annexation, incorporation or consolidation proceedings, if any.

Signature of Petitioners	Date	Owner/Elector	Parcel Number
1	17 January 2018	Gregory M. Anderson	026-1015-10-050 04-30-18.510-05

ADDITIONAL INFORMATION NEEDED

Approximate Value: Land \$ 61,900 Improvements \$ 0

Tax ID 026-1015-10-050 Annual Town Property Taxes \$ 1056

Number of Electors 1

Present Land Use: Undeveloped 100 % Commercial _____ % Industrial _____ %
Residential _____ % Recreational % _____

Anticipated Land Use: Commercial _____ % Industrial _____ %
Residential 100 % Recreational _____ %

Nature of land use adjacent to this property:

In the City? yes

In the Town? yes

Application must be submitted to the Clerk at least four weeks prior to the Plan Commission meeting. Application must include a metes and bounds description of the property to be annexed and a scale map of the area.



156 East First Street
New Richmond, WI 54017
Ph 715-246-4268 Fax 715-246-7129
www.newrichmondwi.gov

TO: Plan Commission Members
FROM: Sarah Skinner, Building Inspector
DATE: February 28, 2018
RE: Update on Old Water Tower at Health Center Campus

Background

On September 9, 2015, the Plan Commission approved a Conditional Use Permit to allow construction of a telecommunications tower at their location on the condition the existing decommissioned water tower be deconstructed within one year of the date the monopole tower construction is complete. The old water tower is still there at this time. I talked to Stephen T'Kach from St. Croix County and he stated they are still using both the old water tower and the new monopole until at least this summer. The county budgeted the removal of the old water tower in the 2020 CIP, but Stephen will be asking the Facilities and Finance groups if the date can be moved up to 2019 and remove it early next year.

Recommendation

This is just for your information.



3601 Thurston Avenue N, Suite 100
Anoka, MN 55303
Phone: 763.231.5840
Facsimile: 763.427.0520
TPC@PlanningCo.com

MEMORANDUM

TO: Beth Thompson

FROM: Daniel Licht, AICP

DATE: 31 August 2015

RE: New Richmond; St. Croix County; Telecommunication Tower

TPC FILE: 164.01

BACKGROUND

St. Croix County currently utilizes a decommissioned water tower at the Health Services Complex located at 1445 North 4th Street for mounting communication antennas and microwave dishes for its public safety radio system. The condition of the water tower structure has degraded over time and is no longer suitable for this purpose and St. Croix County is proposing to erect a 130 foot tall monopole tower upon the subject site for the location of antennas for the public safety radio system.

Exhibits:

- A. Site Location
- B. Narrative Attachment to Conditional Use Permit for Article 121-47.D.1
- C. Narrative Attachment to Conditional Use Permit for Article 121-61.D

ANALYSIS

Comprehensive Plan. The HWY 64/65 Comprehensive Land Use Plan guides the subject site for commercial land uses. The St. Croix County Health Center use is consistent with the policies of the Comprehensive Plan regarding the provision of life cycle housing and availability of quality health care within the community. Installation of the proposed tower upon the subject site for the purposes of locating antennas for the public safety radio system is also consistent with the

policies of the Comprehensive Plan to provide for public health safety and welfare as a fundamental government function.

Zoning. The subject site is zoned Z3 District and is also within the Airport Overlay District. At the June 30, 2015 Plan Commission meeting the Commission approved a Conditional Use Permit for the St. Croix County Health Center. Construction of the proposed tower upon the property requires an additional Conditional Use Permit in accordance with Sections 121-47.D.1 and 121-61.D of the Zoning Ordinance. The determination as to approval of the Conditional Use Permit is to be based upon there being no other existing structures within the necessary coverage area suitable for location of the antennas, which are necessary to provide for public health safety and welfare.

Surrounding Land Uses. The subject site is surrounded by the following existing and planned uses outlined in the table below. Based on the area of the subject site and distance from any adjacent land uses, the proposed tower will be compatible with the surrounding land uses.

Direction	Land Use Plan	Zoning Map	Existing Use
North	ETZ	ETZ	Agriculture
East	Commercial Mixed Use	Z3 District	Agriculture
South	Medium Density Residential	Z3 District	Commercial Single Family
West	Commercial	Z3 District	Agriculture

Existing Structures. The public safety radio system antennas are currently mounted on a decommissioned water tower within the subject site. County staff indicates that the condition of the water tower structure is no longer adequate to support the antennas. County staff further indicates in their narrative that there are no other structures within the area of sufficient height to provide needed service coverage for the public safety radio system, although no other coverage analysis of alternative sites is provided. In allowing the proposed monopole, City staff recommends the City require removal of the decommissioned water tower within one year following construction of the monopole.

Coverage Analysis. The height of the antennas upon the proposed tower would be approximately equal to the existing height upon the water tower. Exhibits B, C, D and E of the applicant’s Conditional Use Permit narrative outline coverage and line of sight analysis for a tower installed to the allowed 70 foot height limit for antennas within the Z3 District and the proposed 130 foot height of the tower. Within the Airport Overlay District, the height of the tower would be limited to 94 feet, between the limit established by the Z3 District and proposed height of 130 feet. The applicant is requesting approval of a variance to allow the proposed tower height of 130 feet. The coverage area for the 130 tower provides a stronger signal for most of New Richmond to improve service and extended coverage west towards Somerset based on the topography surrounding the subject site. Allowance of the height of the proposed tower to be 34 feet above that allowed within the Airport Overlay District is to be

subject to review and approval of the Federal Aviation Administration. However, in that the radio system is needed to provide for public health safety and welfare, the coverage analysis adequately demonstrates the need for the proposed 130 foot tower and justifies a variance for the additional height above 70 feet allowed within the Z3 District under the criteria established by Section 121-33.D.1. of the Zoning Ordinance. The request for variance is subject to review and approval of the Board of Appeals as a separate action from the CUP application.

Co-Location. Sections 121-47.E and K of the Zoning Ordinance requires that new towers be designed to allow co-location of antennas for other users for the purpose of minimizing the number of tower structures within the City. The applicant's Conditional Use Permit narrative states that the tower is designed for one additional user consistent with the requirement of the Zoning Ordinance.

Setbacks. The proposed tower is required to be setback a distance equal to its height from any property line and/or principal building by Section 121-47.F.1 of the Zoning Ordinance. The proposed tower is setback 150 feet from any property line and more than 130 feet from the nearest principal building on the property.

Accessory Equipment. There is an equipment building and generator proposed at the base of the tower accessory to the antennas as allowed by Section 121-47.F.2 of the Zoning Ordinance. The building is a prefabricated structure with exposed aggregate exterior materials consistent with the type of exterior finish the City has required of other telecommunication provider accessory equipment structures.

Security. The applicant is proposing a 25 foot by 32 foot fenced area at the base of the tower to restrict access and enclose the accessory equipment building and generator. Details regarding the type and height of the proposed fence must be provided and must comply with Section 121-54 of the Zoning Ordinance. The tower also does not include any other attachments or supports that would allow for access to the structure in compliance with Section 121-47.F.11 of the Zoning Ordinance.

Color. Section 121-47.F.5 of the Zoning Ordinance requires the proposed tower to be sky blue or light grey, unless required by the FAA. The applicant states that the proposed tower is to be galvanized steel which will oxidize to a light grey color that will minimize visibility consistent with the intent of the Zoning Ordinance.

Construction. The construction of the tower is required to comply with Building Code requirements and engineering standards identified as EIA/TIA 222-F requirements by Section 121-47.F.6 of the Zoning Ordinance. The applicant indicates that updated engineering standards have been adopted as EIA/TIA 222-G requirements, which the proposed tower is designed to comply with. The proposed tower will require issuance of a building permit subject to review and approval of the Building Inspector.

Lights. Section 121-47.F.9 of the Zoning Ordinance prohibits installation of lights upon the tower unless required by the FAA. The applicant's Conditional Use Permit narrative states that no lighting is proposed and they do not anticipate an FAA requirement for lighting.

Signs. Section 121-47.F.10 of the Zoning Ordinance prohibits signs from being installed upon the tower. The applicant's Conditional Use Permit narrative states that the only signage to be installed upon the tower is that which is required by the Federal Communications Commission.

RECOMMENDATION

The proposed construction of a monopole tower upon the St. Croix County Health Services site is consistent with the criteria for a Conditional Use Permit and variance and complies with the requirements of the Zoning Ordinance. The Development Review Committee considered the application at their meeting on 27 August 2015 and recommends approval subject to the conditions outlined below.

POSSIBLE ACTIONS

- A. Motion to **approve** a Conditional Use Permit for construction of a telecommunications tower upon the St. Croix County Health Services property in accordance with Article 121-47 and Article 131-61 subject to the following conditions:
1. The existing decommissioned water tower shall be deconstructed within one year from the date that the monopole tower construction is complete, subject to review and approval of the Building Inspector.
 2. The height of the monopole tower shall be limited to 70 feet unless a variance to allow the proposed height of the monopole tower is approved by the Board of Appeals.
 3. Construction of the proposed tower is subject to review and approval of the Federal Aviation Administration (FAA).
 4. The applicant shall submit details regarding the type and height of the proposed fence that comply with Section 121-54 of the Zoning Ordinance.
 5. The proposed tower will require issuance of a building permit subject to review and approval of the Building Inspector.
 6. No lights shall be installed upon the tower unless required by the FAA.

7. No signs shall be installed upon the tower except as may be required by the Federal Communications Commission (FCC).
- B. Motion to **deny** the application based on a finding that the request is inconsistent with the policies of the Comprehensive Plan and requirements of the Zoning Ordinance.
 - C. Motion to **table** for further discussion.
- cc. Mike Darrow, City Administrator
Tanya Reigel, City Clerk
Sarah Skinner, Building Inspector
Jeremiah Wendt, Public Works Director



156 East First Street
New Richmond, WI 54017
Ph 715-246-4268 Fax 715-246-7129
www.newrichmondwi.gov

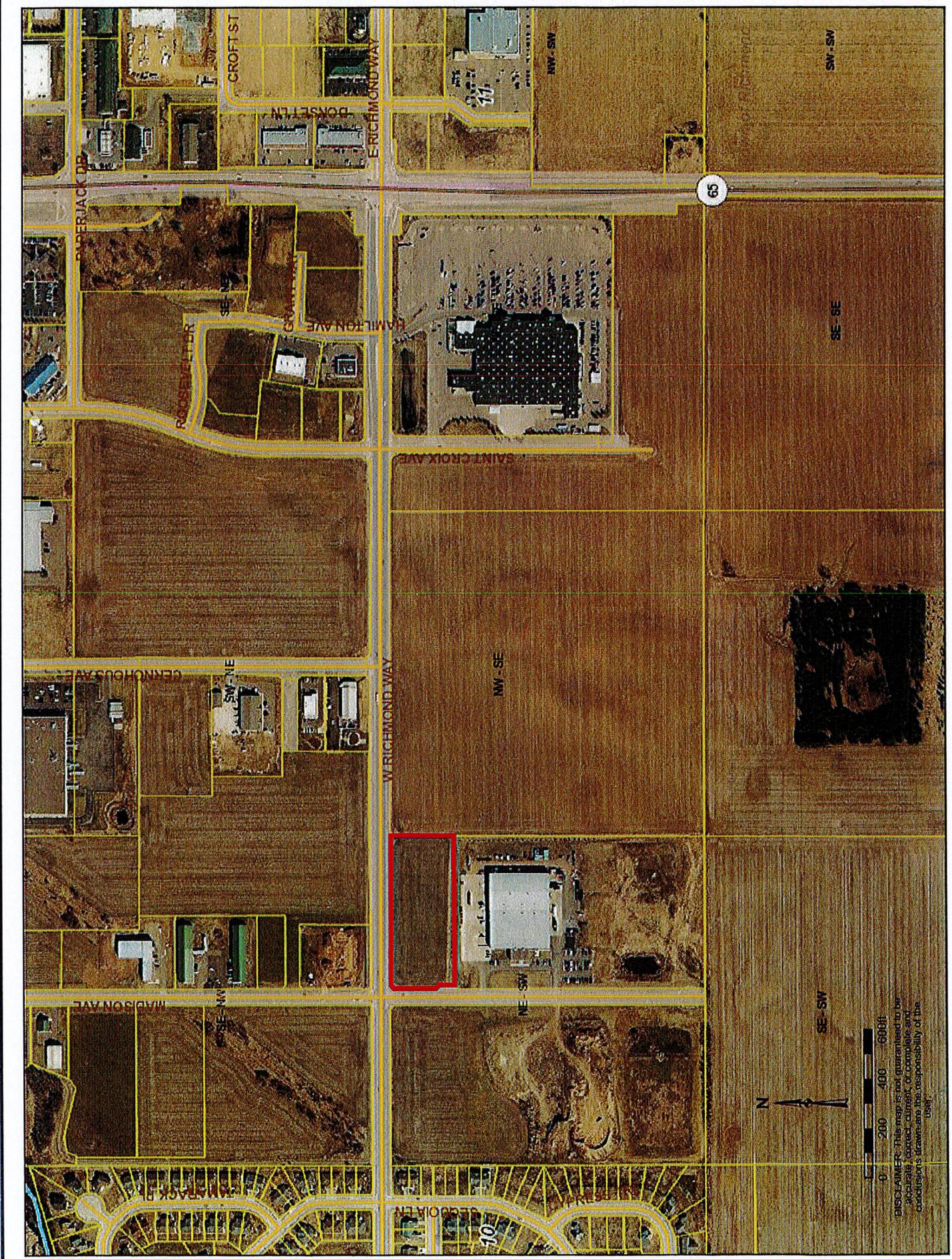
TO: Plan Commission Members
FROM: Tanya Batchelor, City Clerk
DATE: February 28, 2018
RE: Rescind Site Plan & CSM Approval for Lots North of LWT

Background

On September 5, 2017, the Plan Commission approved a Certified Survey Map for two lots on the south side of West Richmond Way and north of LWT. On October 3, 2018, the Plan Commission approved a site plan and storm water review for Dr. Bernard for a project on one of the lots included in the CSM. This project is no longer going to be completed.

Recommendation

Staff is recommending action to rescind approval of the Certified Survey Map and the site plan and storm water review for Dr. Bernard's project.



65

10



DISCLAIMER: This map is not guaranteed to be accurate, correct, current, or complete and conclusions drawn are the responsibility of the user.

CERTIFIED SURVEY MAP

LOCATED IN PART OF THE NE1/4 OF THE SW1/4 OF SECTION 10, T30N, R18W, CITY OF NEW RICHMOND, ST. CROIX COUNTY, WISCONSIN; BEING LOT 29 OF CERTIFIED SURVEY MAP RECORDED IN VOLUME 22, PAGE 5390, DOCUMENT NUMBER 849506.

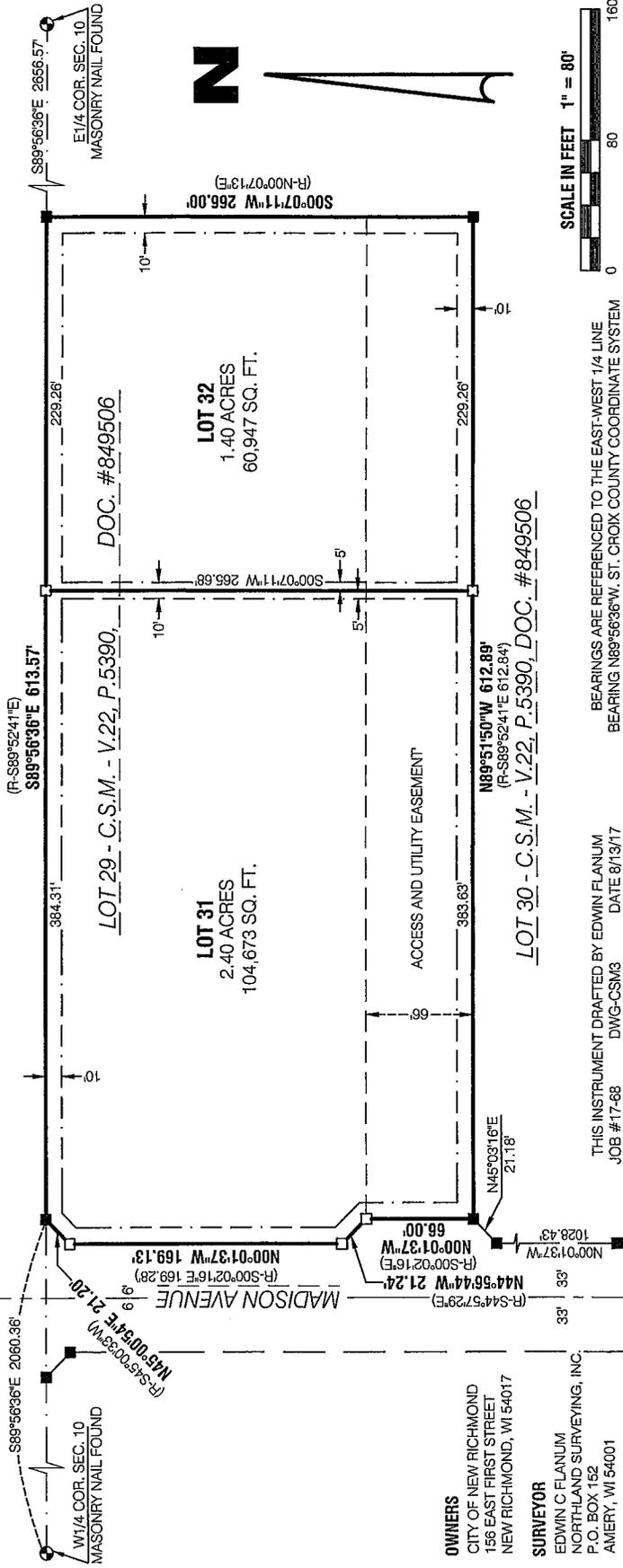
LEGEND

- ST. CROIX COUNTY SECTION CORNER MONUMENTED AS NOTED
- 3/4" IRON REBAR FOUND
- 3/4" X 18" IRON REBAR SET WEIGHING 1.50 LBS. PER LINEAR FOOT
- (R-xxxxxx) PREVIOUSLY RECORDED DATA
- UTILITY EASEMENT (WIDTH AS SHOWN)

LOT 23 - C.S.M. VOL. 26, PG. 6065
DOC. # 1005072

PART OF LOT 19 - C.S.M.
V.23, P.5554, DOC. # 880298

WEST RICHMOND WAY



CERTIFIED SURVEY MAP

LOCATED IN PART OF THE NE1/4 OF THE SW1/4 OF SECTION 10, T30N, R18W, CITY OF NEW RICHMOND, ST. CROIX COUNTY, WISCONSIN; BEING LOT 29 OF CERTIFIED SURVEY MAP RECORDED IN VOLUME 22, PAGE 5390, DOCUMENT NUMBER 849506.

OWNERS

CITY OF NEW RICHMOND
156 EAST FIRST STREET
NEW RICHMOND, WI 54017

SURVEYOR

EDWIN C FLANUM
NORTHLAND SURVEYING, INC.
P.O. BOX 152
AMERY, WI 54001

SURVEYOR'S CERTIFICATE

I, Edwin C. Flanum, Professional Wisconsin Land Surveyor, hereby certify that by the direction of the City of New Richmond, I have surveyed, mapped and described the parcel of land which is represented by this Certified Survey Map; that the exterior boundary of the parcel of land surveyed and mapped is described as follows:

Lot 29 of Certified Survey Map recorded in Volume 22, Page 5390, Document Number 849506 at the St. Croix County Register of Deeds Office. Located in part of the NE1/4 of the SW1/4 of Section 10, T30N, R18W, City of New Richmond, St. Croix County, Wisconsin.

Described parcel contains 3.80 acres (165,620 Sq. Ft.). Parcel is subject to all easements, restrictions, and covenants of record.

I, also certify that this Certified Survey Map is a correct representation to scale of the exterior boundary surveyed and described; that I have fully complied with the current provisions of Chapter 236.34 of the Wisconsin Statutes, the Land Subdivision Ordinance of the County of St. Croix, and the City of New Richmond Subdivision Ordinance in surveying and mapping same.

Edwin C. Flanum, P.L.S. #2487

Date

Common Council Approval Certificate

Resolved, that this Certified Survey Map in the City of New Richmond, St. Croix County, owner, is hereby approved by the common council.

Date approved: _____ Signed: _____, Frederick Horne, Mayor

Date signed: _____ Signed: _____, Frederick Horne, Mayor

Clerk's Certificate

I hereby certify that the foregoing is a copy of a resolution adopted by the common council of the City of New Richmond.

Tanya Batchelor, Clerk

Date

PLAN COMMISSION MEETING
SEPTEMBER 5, 2017 - 5:00 P.M.

Members Present: Fred Horne, Mike Kastens, Mike Montello, Ron Volkert, MaryKay Rice, David Tyvoll and Sarah Skinner (ex-officio)

Members Absent: David Wilford

Others Present: Beth Thompson, Tanya Batchelor, Dan Licht, James Michalski, Susan & Jim Davis, John Hamilton, Don & Barb Prinsen, Gerald Bridge and Tim Lundgren.

Mayor Fred Horne called the meeting to order and roll call was taken.

Mike Montello moved to adopt the agenda as presented, seconded by Mike Kastens and carried.

Mike Kastens moved to approve the minutes of the previous meeting on August 8, 2017, seconded by Mike Montello and carried.

Public Hearing

Fred Horne declared the Public Hearing open to discuss the following:

- a. Application from DLH Consulting LLC Amending a Planned Unit Development District moving from 10-foot side setbacks to 5-foot and leaving the 30-foot front setback on lots 179, 180, 183-186; and moving from 10-foot side setbacks to 5-foot and from 30-foot front setback to 25-foot on lots 167-176, and 212-225 of Evergreen Valley Third Addition. Also allow for single-family detached homes on the lots listed above.

Dan Licht explained the amendment. Discussion followed. Neighbors who live along Sequoia Lane expressed their concern for having existing twin homes with the proposed single-family homes between them. One property owner lives in a twin home on Aspen Court next to the area proposed to have single-family homes and he has no issue with the change. Discussion followed regarding leaving the lots along Sequoia Lane as twin homes and allowing the single-family homes on the other lots as proposed. John Hamilton, the developer of the property, was fine with this change. Fred Horne declared the Public Hearing Closed.

Mike Montello moved to approve a PUD amendment for Evergreen Valley Third Addition allowing development of one-family dwellings, subject to the following conditions:

1. Lots 179, 180, 183-186 shall be developed as two-family buildings in accordance with the provisions of the PUD approved 13 January 2005.
2. Lots 167-176 and 212-225 shall only be developed as one-family dwellings subject to the conditions established herein.
3. Lot coverage shall be limited to 40 percent.
4. Development of one-family dwellings upon the Lots 167-176 and 212-225 shall be subject to the following setback requirements:

	Front	Side	Rear
Lots 167-176	30ft.	5ft.	20ft.
Lots 212-225	25ft. ¹		
1. The secondary front setback for Lot 225 shall be 30 feet.			

5. Landscaping shall be installed in each front yard in accordance with Table 15 of the Zoning Ordinance. Rear yards and side yards abutting lots not included in the PUD amendment shall provide for turf grass. Side yards interior to the PUD amendment shall provide for turf or rock.
6. All grading, drainage, and erosion control issues shall be subject to review and approval of the Public Works Director.
7. The developer shall prepare a 10-foot wide drainage and utility easement document to be recorded over the common side lot line of the former two family lots (5 feet each side), subject to review and approval of the Public Works Director.

Motion was seconded by Mike Kastens and carried.

Certified Survey Map for New Richmond Business & Technical Park

Dan Licht explained the Certified Survey Map for two lots on the south side of West Richmond Way and north of LWT. Lot 32 will not be allowed access on West Richmond Way, but will be given driveway access through lot 31 out to Madison Avenue. Alderman Montello moved to approve the Certified Survey Map subject to the following condition:

- 1) An ingress/egress easement providing for shared use and maintenance of a private driveway across lot 31 and lot 32 shall be drafted and recorded with the CSM, subject to review and approval of the City Attorney

Motion was seconded by MaryKay Rice and carried.

Zoning Ordinance Amendment for Curb Requirements

Staff prepared the revision to this ordinance to allow exceptions as listed below.

Section 1. Section 121-55.A.5.f of the City Code is hereby amended to read as follows:

- f. A 6-inch high, poured-in-place concrete curb shall be provided at the periphery of all parking lots and internal access drives, except ribbon or surmountable curb shall be allowed as provided for below:
 - a. Expansion of an existing parking lot or internal access drives constructed prior to January 1, 2015 without periphery concrete curb.
 - b. Where needed to allow for storm water drainage to basins or structures.
 - c. Where required to allow for internal site circulation of delivery vehicles accessing loading areas.
 - d. On one side of the parking area for snow removal operations.
 - e. Outdoor sales areas as allowed by Section 121-48.A of the Zoning Ordinance shall not require curb as provided for by this Section.

Section 2. Section 121-55.H of the City Code is hereby amended to read as follows:

H. Internal parking lot landscaping.

1. Freestanding parking stall rows shall be delineated by landscape islands with high-back, surmountable, or ribbon curb at the end of each row. Landscape islands shall provide at least one parking space width of landscape area.
2. A minimum of one deciduous shade tree or 2 ornamental trees, salt tolerant low shrubs and/or perennial grasses or flowers shall be planted in each island. Where possible, planting islands should be depressed and surrounded by flat ribbon curbs to facilitate storm water infiltration.

Mike Montello moved to approve the ordinance amending the Zoning Ordinance regarding curb as presented, seconded by David Tyvoll and carried.

Mike Montello moved to adjourn the meeting, seconded by David Tyvoll and carried.

Meeting adjourned at 5:45 p.m.

Tanya Batchelor
City Clerk

PLAN COMMISSION MEETING
OCTOBER 3, 2017 - 5:00 P.M.

Members Present: Mike Kastens, Mike Montello, Ron Volkert, David Wilford, David Tyvoll and Sarah Skinner (ex-officio)

Members Absent: Fred Horne and MaryKay Rice

Others Present: Jeremiah Wendt, Tanya Batchelor, Dan Licht, Mike Darrow, Ron Derrick and Edward Eichten.

Mike Montello called the meeting to order and roll call was taken.

Mike Kastens moved to adopt the agenda as presented, seconded by David Tyvoll and carried.

Mike Kastens moved to approve the minutes of the previous meeting on September 5, 2017, seconded by David Tyvoll and carried.

Public Hearing

Mike Montello declared the Public Hearing open to discuss the following:

- a) Application from Haffner Construction to repeal the PUD Planned Unit Development preserved by Section 121-9.B.3 of the Zoning Ordinance. Property is located along the east side of 140th Street and along the north and south sides of the railroad tracks and described as 1) Parcel #1 261-1288-62-997 SEC 2 T30N R18W PT NE NE BEING RICH RIVER TRAILS ('04) OUTLOT 13; 2) Parcel #2 261-1288-62-998 SEC 1 T30N R18W PT N 1/2 NW 1/4 BEING RICH RIVER TRAILS ('04) OUTLOT 14; 3) Parcel #3 261-1288-62-999 SEC 1 T30N R18W PT N 1/2 NW 1/4 BEING RICH RIVER TRAILS ('04) OUTLOT 15.

Dan Licht explained the Planned Unit Development amendment would remove 23 acres south of the railroad tracks from the PUD and the zoning would then be Z2 Sub-Urban District. The Development Review Committee considered the Zoning Ordinance amendment request at their meeting on September 14, 2017. The DRC recommends approval of the requested Zoning Ordinance amendment removing the 23 acre parcel located east of 140th Street and south of the railroad right-of-way from the Rich River Trails PUD.

- b) Application from Willow River Bluffs LLC to:

1. Amend Section 121-9 of the Zoning Ordinance to preserve the PUD Planned Unit Development approved October 5, 2004.
2. Application from Willow River Bluffs, LLC, for Preliminary Plat and Final Plat development of 36 single-family lots.

Property is located on the west side of County Road A across from Creekwood Pines development and described as 261-1303-02-050 SEC 4 T30N R18W SE SE EXC N 225' OF E 400' & EXC CSM 2/598 & EXC PCL DESC IN DOC 797287 & EXC PT SE SE DESC IN DOC 811981 ANNEXED (08/01/05) FKA 026-1015-60 (54A) & EXC CSM 24-5620.

Dan Licht reviewed the application from Willow River Bluffs, LLC. The Development Review Committee considered the application at their meeting on September 28, 2017. The DRC recommends approval of a Zoning Ordinance amendment preserving a PUD for Willow River Bluffs, a preliminary plat, and a final plat consistent with the streets and utilities constructed for a first phase of development. Future phases to be subdivided within the subject site will also be governed by the PUD.

Mike Montello declared the Public Hearing Closed. Mike Kastens moved to recommend City Council approval of a Zoning Ordinance amendment removing PID 261-1288-62-999 from the Rich River Trails PUD, seconded by David Tyvoll and carried.

David Tyvoll moved to recommend City Council approval of a Zoning Ordinance amendment, PUD, preliminary plat, and final plat for Willow River Bluffs, subject to the following conditions:

1. The permitted, accessory, and conditional uses within the PUD shall be as allowed within the Z2 District.
2. Lots within the PUD shall comply with the following minimum requirements:
 - a. Lot width: 60 feet
 - b. Lot coverage: 40 percent
3. Principal and accessory building setbacks within the PUD shall be as provided for within the Z2 District.
4. Each lot shall be landscaped in accordance with Table 15 of the Zoning Ordinance. The developer shall submit a landscape plan for Outlots 1, 2 and 4 and the islands within the public right-of-way, subject to review and approval of City staff. Said landscaping shall be maintained by a homeowners association and the City shall assume no responsibility for damage to plantings within the public right-of-way.
5. Street construction plans and inspection of previously constructed streets shall be subject to review and approval of the Public Works Director; any repairs to existing streets and curb required by the Public Works Director identified after inspection shall be completed by the developer at their cost.
6. All grading, drainage, and erosion control issues shall be subject to review and approval of the Public Works Director; Outlot 3 shall be deeded to the City.
7. All utility issues, including inspection of previously constructed improvements, shall be subject to review and approval of the Public Works Director; any repairs to existing utilities required by the Public Works Director identified after shall be completed by the developer at their cost.
8. All drainage and utility easements are subject to review and approval of the Public Works Director.
9. Park dedication requirements shall be satisfied in accordance with the terms of the Park Board recommendation dated September 28, 2005 and agreed to by Platinum Development, with the developer credited for construction of trails within Outlots 1, 2, and 4, as well as future phases as recommended by the Parks Board and subject to approval of the City Council.
10. The developer shall submit documents establishing a homeowners association for the final plat, as well as future final plats, to be recorded concurrent with the final plat, subject to review and approval of City staff.

11. The developer shall execute a development agreement as drafted by City Attorney and approved by the City Council.

Motion was seconded by David Wilford and carried.

Dan Licht explained the Site Plan and Storm Water Review for Dr. Bernard. The proposed medical office building is an attractive development consistent with the City's goals for the West Richmond Way corridor within the New Richmond Business and Technical Park. The proposed site and building plans comply with the requirements of the Zoning Ordinance. The DRC reviewed the plans at their meetings on September 14 & 28, 2017 and recommends approval of the application subject to the conditions outlined in the memo. David Tyroll moved to approve the site plan for the Bernard Office Building, subject to the conditions listed below:

1. Section 121-55.I.2 of the Zoning Ordinance requires the developer to provide a financial guarantee equal to 125 percent of the cost for materials and labor for proposed landscape plan. The security is to be held by the City until it is verified that all plantings have survived through two winter seasons between October 31 and April 30.
2. The section details for the proposed parking surface are subject to review and approval of the Public Works Director.
3. Installation of any sign upon the property requires installation of a sign permit issued by the Building Inspector.
4. A photometric lighting plan identifying the type, location, height and illumination pattern and intensity of all proposed exterior lighting shall be submitted demonstrating compliance with Section 121-55 of the Zoning Ordinance, subject to review and approval of the Zoning Administrator.
5. All grading, drainage, erosion control issues are subject to review and approval of the Public Works Director:
 - a. Sheet C1.0:
 - (1) Wrap the silt fence up the driveway on either side of the tracking pad; this is the lowest point of the lot and without a "hook" sediment-laden stormwater will exit the site here.
 - b. Sheet C2.0:
 - (1) A storm manhole with curb casting shall be provided at the connect to existing storm location.
 - (2) Proposed storm pipe diameters must be shown and shall be 18" for the first run and 12" for the rest of the runs, subject to verification by the Public Works Director.
 - (3) The first storm manhole upstream of the connection to existing storm location must be relocated outside of the proposed driveway so that storm sewer can be extended to the east in the future to serve the parking lots for buildings #2 and #3.
 - c. Sheet C3.0:
 - (1) Provide a valley gutter through the driveway curb cut on Madison Avenue to ensure that the stormwater flows down the Madison

Avenue curblines. Width should be 6" wider than the existing curb along Madison Avenue.

- d. Calculations:
 - (1) Prepare construction site erosion control calculations for the WisDNR permit application, and provide a copy of those calculations to the City.
 - (2) Provide peak rate modeling for existing, currently proposed and future (with building #2 in place) conditions. This information would be needed to size the storm sewer and for tracking the capacity remaining at the regional pond.
- 6. All utility issues are subject to review and approval of the Public Works Director:
 - a. The utility plan shall include plans for the location and size of electric service for the building.
 - b. The six-inch water service line shall be flushed prior to construction of the exterior walls.

Motion was seconded by David Wilford and carried.

Phillips Medisize Grading Permit

Jeremiah Wendt explained Phillips Medisize is planning an addition to their existing building and is on a tight timeline. They would like to get started grading their lot while the Certified Survey Map and site plan review is in process. In order to take the time necessary to complete a thorough review, staff is proposing to allow them a temporary grading and erosion control permit. This would allow them to begin the excavation prior to the full site plan review at their own risk. A portion of the area is City owned. David Tyvoll moved to approve the temporary grading and erosion control permit, seconded by Ron Volkert and carried.

Mike Kastens moved to adjourn the meeting, seconded by David Wilford and carried.

Meeting adjourned at 5:30 p.m.

Tanya Batchelor
City Clerk