

City Plan Commission Agenda
May 10, 2022
Reedsburg City Hall Council Chambers
5:15 PM

DUE TO THE RESTRICTIONS CAUSED BY THE COVID-19 PANDEMIC, SOME VOTING MEMBERS MAY BE PRESENT VIA TELECONFERENCE OR VIDEO CONFERENCE, AS PROVIDED BY THE RECOMMENDATIONS OF THE WISCONSIN DEPARTMENT OF JUSTICE. [HTTPS://WWW.DOJ.STATE.WI.US/NEWS-RELEASES/OFFICE-OPEN-GOVERNMENT-ADVISORY-CORONAVIRUS-DISEASE-2019-COVID-19-AND-OPEN-MEETINGS](https://www.doj.state.wi.us/news-releases/office-open-government-advisory-coronavirus-disease-2019-covid-19-and-open-meetings)

NOTICE IS HEREBY GIVEN THAT A MAJORITY OF THE MEMBERS OF THE COMMON COUNCIL MAY ATTEND THIS MEETING TO GATHER INFORMATION ABOUT A SUBJECT OVER WHICH THE COMMON COUNCIL HAS DECISION-MAKING AUTHORITY. IF A QUORUM OF THE COMMON COUNCIL ATTENDS THIS MEETING, NO ACTION WILL BE TAKEN BY THE COMMON COUNCIL AT THIS MEETING.

CALL TO ORDER

APPROVAL OF MINUTES

- I. Approve minutes for the meeting held on April 12, 2022

5:15PM GENERAL BUSINESS

- I. Discuss 2042 Comprehensive Plan & Future Land Use Map

6:00PM GENERAL BUSINESS

- I. Consider Certified Survey Map to divide property into two parcels - E5856 La Valle St; Parcel #s 030-0272-00000 & 030-0266-00000 – Steve Dempsey
- II. Consider Site Plan Review to add a new hoop storage building. – 411 South Ave; parcel # 2269-21200 – Riffey Transload LLC
- III. Consider Site Plan Review for new storage building – 1650 Maple St; parcel # 276-2227-00000 – Reedsburg Salvage
- IV. Consider Site Plan Review for a new Kwik Trip – 1690 E Main St; Parcel # 276-2218-00000 – Trent Kastenschmidt
- V. Consider Site Plan Review for a new Holiday Inn Express – 3000 E Main St; Parcel # 276-2254-57000 – Reedsburg HIE, LLC
- VI. Consider Site Plan Review for ambulance building addition – 230 Railroad St; Parcel 276-1055-10000 – Reedsburg Area Ambulance Service Inc
- VII. Consider Site Plan Review for new fieldhouse – 1501 Viking Dr; Parcel 276-2046-00000 – City of Reedsburg
- VIII. Review Annual Code of Ethics



The City of Reedsburg does not discriminate on the basis of disability in the admissions or access to, or treatment of or employment in, its programs or activities. Disability-related aids or services, including printed information in alternate formats, to enable persons with disabilities to participate in public meetings and programs are available by calling (608) 524-6404. To be able to meet the needs of a request for a different format contact the City Clerk-Treasurer at 134 S. Locust Street, Reedsburg, WI at least 48 hours prior to the commencement of the meeting so that any necessary arrangements can be made to accommodate each request.



CITY OF REEDSBURG
134 South Locust Street, PO Box 490
Reedsburg, WI 53959
PH. 608-524-6404 FAX. 608-524-8458
www.reedsburgwi.gov

ADJOURN



The City of Reedsburg does not discriminate on the basis of disability in the admissions or access to, or treatment of or employment in, its programs or activities. Disability-related aids or services, including printed information in alternate formats, to enable persons with disabilities to participate in public meetings and programs are available by calling (608) 524-6404. To be able to meet the needs of a request for a different format contact the City Clerk-Treasurer at 134 S. Locust Street, Reedsburg, WI at least 48 hours prior to the commencement of the meeting so that any necessary arrangements can be made to accommodate each request.

Reedsburg Plan Commission

April 12, 2022



Mayor Dave Estes called the meeting of the Reedsburg Plan Commission to order at 6:00 PM in Reedsburg City Hall.

Present: Alder Dave Knudsen, Alder Mike Gargano, Steve Zibell, Jay Brunken, Dan DeBaets

Absent: Sonny Hyde

Staff: Tim Becker, Brian Duvalle

Approval of Minutes: Motion by Knudsen, seconded by Brunken to approve the 3/8/21 & 3/30/22 meeting minutes.

Motion approved

Consider certified survey map and lot line agreement to divide duplex property with zero lot line – 2120/2122 Fawn Valley Dr; 276-2046-12150 – Fawn Valley Estates, LLC

Motion by Zibell, seconded by Gargano to recommend approval of CSM and agreement.

Motion approved

Consider rezoning of properties from B-2 Business and Agricultural to I-1 Light Industrial – 185 Wengel Dr; parcel #s 276-2244-01000 & 276-2244-53000 – Reedsburg Storage, LLC

Motion by DeBaets, seconded by Knudsen to recommend approval of rezoning.

Motion approved

Consider Site Plan Review for a new 42' X 88' X 20.2' storage building – 100 Viking Dr; Parcel #2200-04 – Marten's Reedsburg True Value

The building would be placed behind the store. Discussion held on fire hydrant access, and applicant is working with RUC on that.

Motion by Brunken, seconded by Gargano to approve site plan as presented.

Motion approved

Consider Site Plan Review for a new 30' X 35' aviary structure. – 201 W Main St; Parcel #0038 – Paula Hobson

Discussion held on size of structure and noise from birds. Hobson stated that the birds would only be out when she is outside herself. Discussion held on permanence of structure, which could be removed or reduced in size.

Motion by Knudsen, seconded by Zibell to approve site plan as presented.

Motion approved

Consider annexation of properties from the Town of Reedsburg at intersection of S Dewey Ave and railroad. - Parcel 030-0608-10000 and 030-0608-00000 – City of Reedsburg

Discussion held on future sanitary sewer extension and railroad right-of-way as well contacts with property owners Wis DOT and NUK. This annexation will help prevent future annexation conflicts.

Motion by Gargano, seconded by DeBaets to recommend approval of annexation.

Motion approved

Discuss 2042 Comprehensive Plan

Updated maps were reviewed from the Comp Plan discussion on March 30.

Motion by Gargano, seconded by Knudsen to adjourn at 6:47 PM.

Motion approved

Respectfully submitted,

Brian Duvalle
Planner/Building Inspector

Staff Report

DATE: May 10, 2022

APPLICANT: Steve Dempsey

LOCATION: E5856 La Valle St; Parcel #s 030-0272-00000 & 030-0266-00000

ZONING: Ag

DESCRIPTION OF PROPERTY/IMPROVEMENTS: Consider Certified Survey Map to divide property into two parcels.

General Findings

SURROUNDING LAND USES:

- North – Ag
- West – Ag
- South – Ag
- East – Residential

ZONING:

- North – Ag
- West – Ag
- South – Ag
- East – R-2 Residential

TOPOGRAPHY: Flat slopes

STREET R.O.W./TRAFFIC/ACCESS: La Valle St; 66' ROW

ENVIRONMENTAL HAZARDS/CONDITIONS: None known

COMPREHENSIVE PLAN DESIGNATION: pending Low Density Residential

Exhibit List

- A. City of Reedsburg Comprehensive Plan
- B. Zoning Ordinance, City of Reedsburg, Wisconsin
- C. Tuesday, May 10, 2022, Plan Commission Agenda
- D. Land Use Change Application
- E. Staff Report
- F. Notice of Public Meeting

RESOLUTION
(CSM – E5856 La Valle St; Parcel #s 030-0272-00000 & 030-0266-00000)

File No. 4475-22

Resolved, that this Certified Survey located in the Town of Reedsburg is hereby approved by the Common Council of the City of Reedsburg.

STATE OF WISCONSIN)
COUNTY OF SAUK)

I hereby certify that the foregoing resolution is a true, correct and complete copy of a resolution duly and regularly passed by the Common Council of the City of Reedsburg on the 25th day of April, 2022, and that said resolution has not been repealed or amended, and is now in full force and effect.

Dated this 23rd day of May, 2022.

Jacob Crosetto
City Clerk

City of Reedsburg Land Use Application

134 S. Locust St.
PO Box 490
Reedsburg, WI 53959

Ph: 608-524-6404
Fax: 608-524-8458
bduvalle@ci.reedsburg.wi.us

APPLICANT: Steve Dempsey
ADDRESS: 1213 Wellington Dr CITY: Reedsburg STATE: WI
ZIP: 53959 PHONE: 608-415-2298 FAX: _____
E-MAIL: dempsey@rucls.net
PROPERTY OWNER: (if different from Applicant) _____
LOCATION: Lot 2 CSM* 4472 PARCEL #: 0272

LAND USE REQUEST

(Please describe one or more as applicable – attach extra pages/maps if necessary)

- ☒ **Certified Survey Map (CSM):** _____
- ☐ **Conditional Use Permit:** _____
For *CONDITIONAL USE PERMIT* requests, also answer "A & B" on back page.
- ☐ **Preliminary Plat:** _____ **Final Plat:** _____ **Name of Plat:** _____
- ☐ **Rezoning - From:** _____ **To:** _____
- ☐ **Site Plan Review:** (See "B" on back page) _____
- ☐ **Zoning Appeal / Interpretation:** _____
- ☐ **Zoning Variance:** _____
For *VARIANCE* requests, also answer "C" on back page.
- ☐ **Other:** _____

AFFIDAVIT

I certify that the information and plans submitted are true and accurate to the best of my knowledge. I also give permission to City zoning officials to enter my property for inspection purposes.

Steven J. Dempsey 5-4-22

Applicant Signature / Date

Owner Signature / Date

Extraterritorial Committee Date: _____
Plan Commission Date: _____
Board of Zoning Appeals Date: _____
City Council Action & Date: _____

Account #10-461500-00

**The applicant or representative MUST
ATTEND the meeting.**

G:\wpnet\FORMS\Land Use Appl New Prices 2021.doc

Conditional Use \$200	_____
Cond. Use-Agriculture \$400	_____
Variance \$125	_____
Zone Change \$200	_____
C.S.M. \$175	_____
Subdivision Plat \$610	_____
- w/ Stormwater Plan \$100	_____
Flood Plain Zone \$189	_____
Site Plan Review 175	_____
Comp Plan Amend \$200	_____
Date Paid	<u>5-5-22</u>
Receipt #	<u>1040839</u>

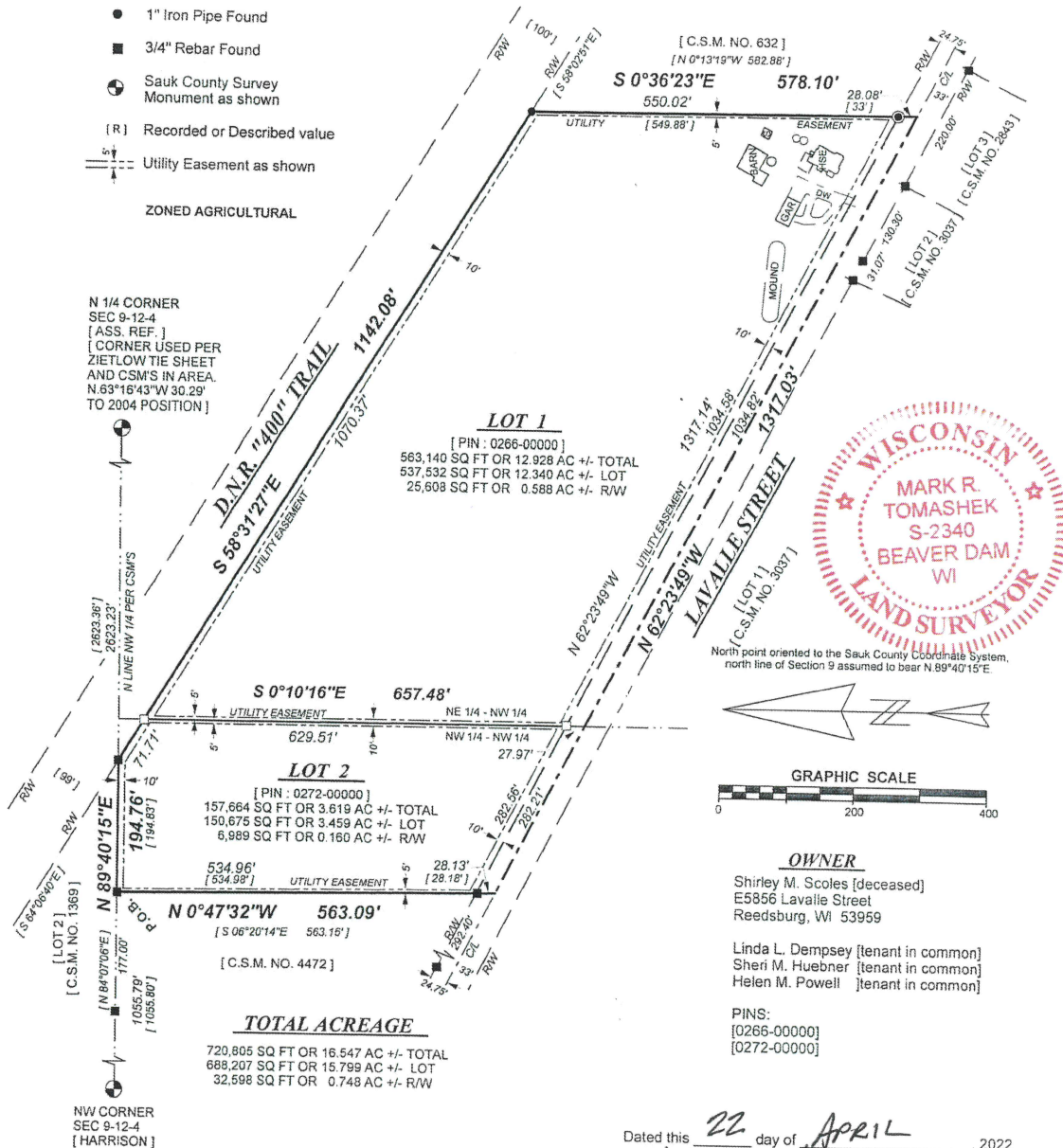
SAUK COUNTY CERTIFIED SURVEY MAP NUMBER _____

A PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 AND
A PART OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 ALL
IN SECTION 9, TOWN 12 NORTH, RANGE 4 EAST, TOWN OF
REEDSBURG, SAUK COUNTY, WISCONSIN.

LEGEND

- 3/4" x 18" Iron Rod Set
weighing 1.50 lbs/ft
- △ Mag Nail Set
- 1-1/2" Iron Pipe Found
- 1" Iron Pipe Found
- 3/4" Rebar Found
- ⊙ Sauk County Survey
Monument as shown
- (R) Recorded or Described value
- Utility Easement as shown

ZONED AGRICULTURAL



Ⓢ NEW FRONTIER LAND SURVEYING LLC. Ⓢ

P.O. Box 576 - Beaver Dam, Wisconsin 53916
PH (920-296-3904) FAX (920-885-3905)

SAUK COUNTY CERTIFIED SURVEY MAP NUMBER _____

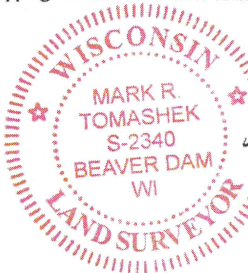
SURVEYOR'S CERTIFICATE:

I, Mark R. Tomashek, Professional Land Surveyor of the State of Wisconsin, do hereby certify that I have made a survey for Sheri Huebner, beneficiary of the owner, of a part of the Northeast 1/4 of the Northwest 1/4 and a part of the Northwest 1/4 of the Northwest 1/4 of Section 9, Town 12 North, Range 4 East, Town of Reedsburg, Sauk County, Wisconsin, being more particularly described as follows:

Commencing at the Northwest corner of said Section 9; thence N.89°40'15"E. along the north line of the Northwest 1/4 of said Section 9, 1055.79 feet to a found 3/4" rebar at the northeast corner of Certified Survey Map Number 4472 and the Point of Beginning; thence continuing N.89°40'15"E. along the north line of the Northwest 1/4 of said Section 9 and the south line of Lot 2 of Certified Survey Map Number 1369, 194.76 feet to a found 3/4" rebar at the southeast corner of Certified Survey Map Number 1369 and the southerly right-of-way line of the D.N.R. "400" Trail; thence S.58°31'27"E. along said southerly right-of-way line, 1142.08 feet to a found 7/8" iron pipe at the northwest corner of Certified Survey Map Number 632; thence S.0°36'23"E. along the west line of said Certified Survey Map 632, 578.10 feet to the centerline of Lavalle Street and the north line of the Certified Survey Map Number 2843; thence N.62°23'49"W. along said centerline and north line of said Certified Survey Map Number 2843 and north line of Certified Survey Map Number 3037, 1034.82 feet to the southeast corner of Certified Survey Map Number 4472; thence N.0°10'16"E. along said east line of the said Certified Survey Map Number 4472, 563.09 feet to the Point of Beginning.

Said parcels contain 720,805 square feet or 16.547 acres more or less.
Parcel is subject to easements and restrictions of record.

I further certify that this map is a correct representation of all exterior boundaries and interior divisions thereof according to official records and that I have complied with the provisions of Chapter 236 of the Wisconsin State Statutes and the Subdivision Regulations for Sauk County, Subdivision Ordinance for the Town of Reedsburg and City of Reedsburg extraterritorial review in surveying and mapping the same to the best of my knowledge and belief.



Dated this 22 day of APRIL, 2022

Mark R. Tomashek
Mark R. Tomashek WI PLS S-2340
New Frontier Land Surveying, LLC
at Beaver Dam, Wisconsin

SAUK COUNTY PLANNING AGENCY APPROVAL:

Resolved that this Certified Survey in the Town of Reedsburg be and hereby is approved in compliance with Chapter 236 of the Wisconsin State Statutes and the Sauk County Subdivision Regulations. I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Sauk County Land Resources and Environmental Department.

Dated this _____ day of _____, 2022

Administrator

CITY OF REEDSBURG COMMON COUNCIL APPROVAL:

Resolved that this Certified Survey in the NE1/4 of the NW1/4 and the NW1/4 of the NE 1/4 Section 9, T.12N., R.4E., Town of Reedsburg is hereby approved by the Common Council of the City of Reedsburg..

Dated this _____ day of _____ 2022

Mayor

Attest by _____

Clerk

TOWN OF REEDSBURG APPROVAL:

Resolved that this Certified Survey in the NE1/4 of the NW1/4 and the NW1/4 of the NE 1/4 Section 9, T.12N., R.4E., Town of Reedsburg is hereby approved by the Town Board of the Town of Reedsburg..

Dated this _____ day of _____, 2022

Chairman

Attest by _____

Clerk

Job No. 22-REEDCSM
Sheet 2 of 2 Sheets

Staff Report

DATE: May 10, 2022

APPLICANT: Riffey Transload LLC

LOCATION: 411 South Ave; parcel # 2269-21200

ZONING: Government

PROPOSED LAND USE CHANGE: Site Plan Review (SPR)

DESCRIPTION OF PROPERTY/IMPROVEMENTS: SPR to add a new 50 X 150 hoop storage building.

General Findings

SURROUNDING LAND USES:

- North – Residential
- West – Industrial
- South – Residential
- East – Industrial

ZONING:

- North – R-1 Residential
- West – I-1 Light Industrial, B-1 Business
- South – R-1 Residential, I-1 Light Industrial
- East – I-1 Light Industrial, Government

TOPOGRAPHY: Flat slopes

STREET R.O.W./TRAFFIC/ACCESS: Railroad St, South Ave, S Pine St; 66' ROW

ENVIRONMENTAL HAZARDS/CONDITIONS: None known

COMPREHENSIVE PLAN DESIGNATION: Residential (pending Industrial)

Site Plan Review Findings of Fact for Section 690-33(A-F)

The site plan shall be designed so that there is a limited amount of change in the overall natural contours of the site and shall minimize reshaping in favor of designing the project to respect existing features of the site in relation to topography, the size and type of the lot, the character of adjoining property, the minimization of tree and soil removal and the type and size of buildings. The site shall be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this Ordinance.

1. The Board finds that the property is zoned Government.
2. The Board finds that the property contains railroad tracks and right-of-way.
3. The Board finds that the request is to add a new 50 X 150 hoop storage building.
4. The Board finds that the front setback to be about 7' from Railroad St ROW.
5. The Board finds that the lot is approximately three acres in size.
6. The Board finds that § 690 Schedule 5 permits railroad rights-of-way.

Special attention shall be given to proper site drainage so that removal of storm waters will not adversely affect neighboring properties.

1. The Board finds that the lot is approximately three acres in size.
2. The Board finds that an east end rain garden is proposed.
3. The Board finds that the loading area would contain gravel and eventually asphalt.

All buildings or groups of buildings should be so arranged as to permit emergency vehicle access by some practical means.

1. The Board finds that there are two driveways off of Railroad St.

Exterior lighting shall be arranged as follows:

- It is deflected away from adjacent properties.
 - It does not impede the vision of traffic along adjacent streets.
 - It does not unnecessarily illuminate night skies.
1. NA

The arrangement of public or common ways for vehicular and pedestrian circulation shall respect the pattern of existing or planned streets and pedestrian or bicycle pathways in the area. Streets and drives which are part of an existing or planned street pattern which serves adjacent development shall be of a width appropriate to the traffic volume they will carry.

1. NA

Site plans shall conform to all applicable requirements of City, State and Federal statutes and the City of Reedsburg Comprehensive Plan, and approval may be conditioned on the applicant receiving necessary City, State and Federal permits.

1. The Board finds that the pending future use is Industrial.

COMMENTS

ADMINISTRATOR:

AMBULANCE:

FIRE:

POLICE:

PUBLIC WORKS:

SCHOOL:

UTILITIES:

OTHER:

STAFF COMMENTS: The applicant states that he has a new customer that requires covered storage. Therefore the hoop barn is intended to be a short-term solution (3-5 years?); long-term is that Riffey intends to have more permanent storage nearby. So I don't think landscaping is necessary at this point, but there should be a limit on the timeframe for the barn.

Exhibit List

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- B. Zoning Ordinance, City of Reedsburg, Wisconsin
- C. Tuesday, May 10, 2022, Plan Commission Agenda
- D. Land Use Change Application
- E. Staff Report
- F. Notice of Public Meeting

City of Reedsburg Land Use Application

134 S. Locust St.
PO Box 490
Reedsburg, WI 53959

Ph: 608-524-6404
Fax: 608-524-8458
bduvalle@ci.reedsburg.wi.us

APPLICANT: RiFFey TransLoad

ADDRESS: _____ **CITY:** Reedsburg **STATE:** WI

ZIP: 53959 **PHONE:** 608-768-5383 **FAX:** 608-768-5389

E-MAIL: Wade@RiFFeyTransportLLC.com

PROPERTY OWNER: (if different from Applicant) WI DOT Railroads & Harbors Section

LOCATION: 411 Railroad St **PARCEL #:** 2269-212

LAND USE REQUEST

(Please describe one or more as applicable – attach extra pages/maps if necessary)

☐ **Certified Survey Map (CSM):** _____

☐ **Conditional Use Permit:** _____

For *CONDITIONAL USE PERMIT* requests, also answer "A & B" on back page.

☐ **Preliminary Plat:** _____ **Final Plat:** _____ **Name of Plat:** _____

☐ **Rezoning - From:** _____ **To:** _____ **TID #** _____

☒ **Site Plan Review:** (See "B" on back page) Storage Hoop Building

☐ **Zoning Appeal / Interpretation:** _____

☐ **Zoning Variance:** _____

For *VARIANCE* requests, also answer "C" on back page.

☐ **Other or Annexation:** _____

AFFIDAVIT

I certify that the information and plans submitted are true and accurate to the best of my knowledge. I also give permission to City zoning officials to enter my property for inspection purposes and for a temporary Zoning sign to be placed in my yard prior to the meeting.

Wade RiFFey 4-18-22
Applicant Signature / Date

Chris S. Stem 4-21-22
Owner Signature / Date

Extraterritorial Committee Date: _____
Plan Commission Date: _____
Board of Zoning Appeals Date: _____
City Council Action & Date: _____

Account #10-461500-00

**The applicant or representative MUST
ATTEND the meeting.**

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Cond Use Permit	\$200	_____
Cond Use-Agriculture	\$400	_____
Variance	\$125	_____
Rezoning	\$200	_____
C.S.M.	\$175	_____
Subdivision Plat	\$610	_____
- w/ Stormwater Plan	\$100	_____
Site Plan Review	\$175	☒
Annexation	\$200	_____
Plan Amend	\$200	_____
Date Paid	<u>4-19-22</u>	
Receipt #	<u>1.040665</u>	



REV.	#	BY	DATE	DESCRIPTION
DRAWN BY: 2021 Proposal Bruce Markgren				Wisconsin & Southern Railroad
CHECKED BY:				
DATE				LOCATION & DESCRIPTION
5/24/2021				RIFEE TRANSLOAD, LLC - PHASE 1 STATE OF WISCONSIN PROPERTY S&P M.P. 71.00 - 71.05 WISCONSIN
SHEET NO: 1/2				Page 4 of 128



WISCONSIN AND SOUTHERN RAILROAD
1890 E JOHNSON ST
MADISON, WI 53704-4745
PHONE (612) 620-2050
watco.com/service/rail/wsor/



2600 COLLEGE DRIVE, P.O. BOX 230, RICE LAKE, WI 54868
PHONE (715) 234-7008 - WWW.COOPERENGINEERING.NET

WARNING!
FIBER OPTIC CABLE
ON RAILROAD R-O-W
CALL 811 BEFORE YOU DIG

EXISTING RAIL TRACK
PROPOSED RAIL TRACK
REMOVE EXISTING TRACK
FUTURE RAIL TRACK
RAILROAD RIGHT-OF-WAY
PROPERTY LINES
SITE BOUNDARY







Staff Report

DATE: May 10, 2022

APPLICANT: Reedsburg Salvage

LOCATION: 1650 Maple St; parcel # 276-2227-00000

ZONING: I-1 Light Industrial

PROPOSED LAND USE CHANGE: Site Plan Review (SPR)

DESCRIPTION OF PROPERTY/IMPROVEMENTS: Consider Site Plan Review for new 40 X 80 storage building.

General Findings

SURROUNDING LAND USES:

- North – Commercial
- West – Industrial
- South – Industrial
- East – Airport

ZONING:

- North – B-2 Business
- West – I-1 Light Industrial
- South – I-1 Light Industrial
- East – Government

TOPOGRAPHY: Flat slopes

STREET R.O.W./TRAFFIC/ACCESS: Maple St; 66' ROW

ENVIRONMENTAL HAZARDS/CONDITIONS: None known

COMPREHENSIVE PLAN DESIGNATION: Industrial (pending)

Site Plan Review Findings of Fact for Section 690-33(A-F)

The site plan shall be designed so that there is a limited amount of change in the overall natural contours of the site and shall minimize reshaping in favor of designing the project to respect existing features of the site in relation to topography, the size and type of the lot, the character of adjoining property, the minimization of tree and soil removal and the type and size of buildings. The site shall be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this Ordinance.

1. The Board finds that the property is zoned I-1 Light Industrial.
2. The Board finds that the request is to add a new 40 X 80 storage building.
3. The Board finds that the front setbacks will be 25' and 60' from ROW.
4. The Board finds that the lot is 185.4' X 174.9' (3/4 acre) in size.
5. The Board finds that § 690 Schedule 3 permits warehouse use.

Special attention shall be given to proper site drainage so that removal of storm waters will not adversely affect neighboring properties.

1. The Board finds that the request is to add a new 40 X 80 storage building.
2. The Board finds that the lot is 185.4' X 174.9' (3/4 acre) in size.
3. The Board finds that the remaining parcel would be grass.
4. The Board finds that there would be a paved driveway.

All buildings or groups of buildings should be so arranged as to permit emergency vehicle access by some practical means.

1. NA

Exterior lighting shall be arranged as follows:

- It is deflected away from adjacent properties.
 - It does not impede the vision of traffic along adjacent streets.
 - It does not unnecessarily illuminate night skies.
1. NA

The arrangement of public or common ways for vehicular and pedestrian circulation shall respect the pattern of existing or planned streets and pedestrian or bicycle pathways in the area. Streets and drives which are part of an existing or planned street pattern which serves adjacent development shall be of a width appropriate to the traffic volume they will carry.

1. NA

Site plans shall conform to all applicable requirements of City, State and Federal statutes and the City of Reedsburg Comprehensive Plan, and approval may be conditioned on the applicant receiving necessary City, State and Federal permits.

1. The Board finds that future use is pending Industrial.

COMMENTS

ADMINISTRATOR:

AMBULANCE:

FIRE:

POLICE:

PUBLIC WORKS:

SCHOOL:

UTILITIES:

OTHER:

STAFF COMMENTS: The applicant proposes to move an existing building to this site for their own storage use. It will be set back far enough to provide for future street extensions, Viking and Maple. And with the street extensions, landscaping and/or fencing should be added.

Exhibit List

- A. City of Reedsburg Comprehensive Plan
- B. Zoning Ordinance, City of Reedsburg, Wisconsin
- C. Tuesday, May 10, 2022, Plan Commission Agenda
- D. Land Use Change Application
- E. Staff Report
- F. Notice of Public Meeting

City of Reedsburg Land Use Application

134 S. Locust St.
PO Box 490
Reedsburg, WI 53959

Ph: 608-524-6404
Fax: 608-524-8458
bduvalle@ci.reedsburg.wi.us

APPLICANT: REEDSBURG SALVAGE
ADDRESS: 1690 E. MAIN CITY: REEDSBURG STATE: WI
ZIP: 53959 PHONE: 608.524.3612 FAX: 608.524.0662
E-MAIL: j9k2@rcvls.net

PROPERTY OWNER: (if different from Applicant) BEATRICE TRACY KENNIE STEINHAUSE

LOCATION: (3RD) 1650 Maple St PARCEL #: 2227
(LVP) 350 King St 2226

LAND USE REQUEST

(Please describe one or more as applicable – attach extra pages/maps if necessary)

☐ Certified Survey Map (CSM): _____

☒ Conditional Use Permit: 60x100x12 STORAGE BUILDING

For **CONDITIONAL USE PERMIT** requests, also answer "A & B" on back page.

☐ Preliminary Plat: _____ Final Plat: _____ Name of Plat: _____

☐ Rezoning - From: _____ To: _____

☒ Site Plan Review: (See "B" on back page) 40x80x14 STORAGE BUILDING

☐ Zoning Appeal / Interpretation: _____

☐ Zoning Variance: _____

For **VARIANCE** requests, also answer "C" on back page.

☐ Other: _____

AFFIDAVIT

I certify that the information and plans submitted are true and accurate to the best of my knowledge. I also give permission to City zoning officials to enter my property for inspection purposes.

[Signature] 1/4/18/20
Applicant Signature / Date

[Signature] 1/4/18/22
Owner Signature / Date

Extraterritorial Committee Date: _____
Plan Commission Date: _____
Board of Zoning Appeals Date: _____
City Council Action & Date: _____

Account #10-461500-00

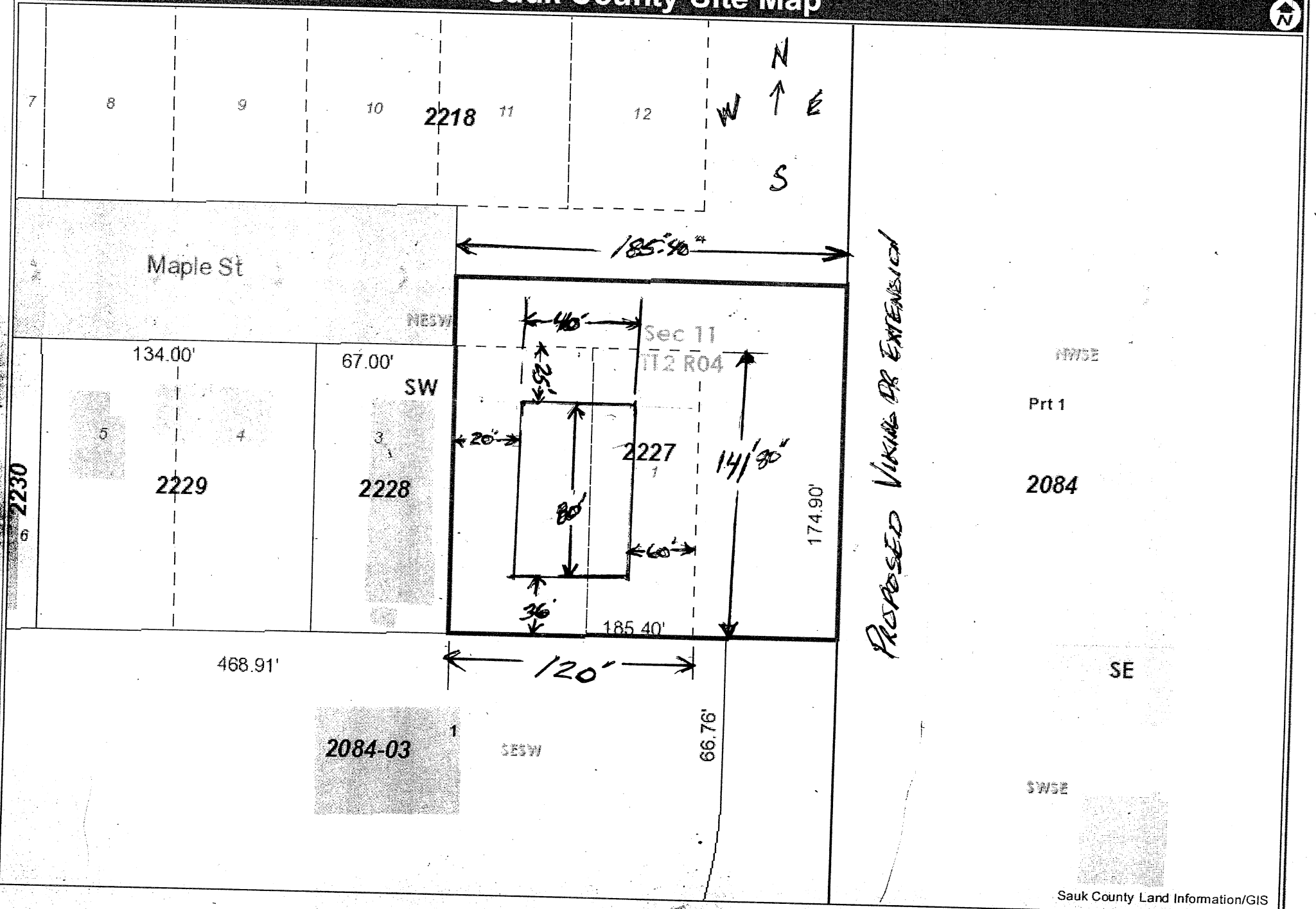
**The applicant or representative MUST
ATTEND the meeting.**

G:\wpnet\FORMS\Land Use Appl New Prices 2021.doc

Conditional Use \$200	☒
Cond. Use-Agriculture \$400	☒
Variance \$125	_____
Zone Change \$200	_____
C.S.M. \$175	_____
Subdivision Plat \$610	_____
- w/ Stormwater Plan \$100	_____
Flood Plain Zone \$189	_____
Site Plan Review 175	☒
Comp Plan Amend \$200	_____

Date Paid 4-21-22
Receipt # 1.040685

Sauk County Site Map



0 0.005 0.01 mi

PARCEL 276-2227-00000

SAUK COUNTY

Sauk County Land Information/GIS

City of Reedsburg GIS

DISCLAIMER: The City of Reedsburg does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.



SCALE: 1" = 139'

CITY OF REEDSBURG

134 S. Locust Street
PO Box 490
Reedsburg, WI 53959
608-524-6404

Print Date: 5/4/2022



Staff Report

DATE: May 10, 2022

APPLICANT: Trent Kastenschmidt

LOCATION: 1690 E Main St; Parcel # 276-2218-00000

ZONING: B-2 Business

PROPOSED LAND USE CHANGE: Site Plan Review (SPR)

DESCRIPTION OF PROPERTY/IMPROVEMENTS: Consider Site Plan Review for a new Kwik Trip

General Findings

SURROUNDING LAND USES:

- North – Commercial
- West – Commercial, Residential
- South – Industrial
- East – Airport

ZONING:

- North – B-2 Business
- West – R-2 Residential, B-2 Business
- South – I-1 Light Industrial
- East – Government

TOPOGRAPHY: Flat slopes

STREET R.O.W./TRAFFIC/ACCESS: E Main St / future S. Viking Dr; 90' / 66' ROW

ENVIRONMENTAL HAZARDS/CONDITIONS: None known

COMPREHENSIVE PLAN DESIGNATION: Commercial

Site Plan Review Findings of Fact for Section 690-33(A-F)

The site plan shall be designed so that there is a limited amount of change in the overall natural contours of the site and shall minimize reshaping in favor of designing the project to respect existing features of the site in relation to topography, the size and type of the lot, the character of adjoining property, the minimization of tree and soil removal and the type and size of buildings. The site shall be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this Ordinance.

1. The Board finds that the property is zoned B-2 Business.
2. The Board finds that § 690 Schedule 2 permits 'Motor fuel dispensing facility'.
3. The Board finds that the property contains an existing salvage yard that will be removed.
4. The Board finds that the request is to add a new Kwik Trip development.
5. The Board finds that the Kwik Trip would have one car wash bay, three diesel pumps, and 10 gas pumps.
6. The Board finds that the current tax parcel is 9.74 acres in size, although 3.56 acres would not be used.
7. The Board finds that 12 truck parking spaces are proposed along the future south lot line.
8. The Board finds that 50 regular parking space are proposed.
9. The Board finds that the building would be approximately 97' X 122'.

Special attention shall be given to proper site drainage so that removal of storm waters will not adversely affect neighboring properties.

1. The Board finds that the current tax parcel is 9.74 acres in size, although 3.56 acres would not be used.
2. The Board finds that a stormwater pond would be located at the NE corner of the parcel.

All buildings or groups of buildings should be so arranged as to permit emergency vehicle access by some practical means.

1. The Board finds that there is an existing driveway on E Main St.
2. The Board finds that a new driveway would be on King St.
3. The Board finds that four new driveways are proposed for the future S Viking Dr.

Exterior lighting shall be arranged as follows:

- **It is deflected away from adjacent properties.**
 - **It does not impede the vision of traffic along adjacent streets.**
 - **It does not unnecessarily illuminate night skies.**
1. The Board finds that a photometric site plan is included.

The arrangement of public or common ways for vehicular and pedestrian circulation shall respect the pattern of existing or planned streets and pedestrian or bicycle pathways in the area. Streets and drives which are part of an existing or planned street pattern which serves adjacent development shall be of a width appropriate to the traffic volume they will carry.

1. NA

Site plans shall conform to all applicable requirements of City, State and Federal statutes and the City of Reedsburg Comprehensive Plan, and approval may be conditioned on the applicant receiving necessary City, State and Federal permits.

1. The Board finds that future use is Commercial.

COMMENTS

ADMINISTRATOR:

AMBULANCE:

FIRE:

POLICE:

PUBLIC WORKS:

SCHOOL:

UTILITIES:

OTHER:

STAFF COMMENTS: The signage exceeds the ordinance but will be reviewed by the Zoning Board of Appeals this month. Two of the Viking Dr & King St driveways exceed the 35' limit, but the Plan Commission can approve larger curb cuts based on hardship (e.g. truck traffic).

Exhibit List

- A. City of Reedsburg Comprehensive Plan
- B. Zoning Ordinance, City of Reedsburg, Wisconsin
- C. Tuesday, May 10, 2022, Plan Commission Agenda
- D. Land Use Change Application
- E. Staff Report

City of Reedsburg Land Use Application

134 S. Locust St.
PO Box 490
Reedsburg, WI 53959

Ph: 608-524-6404
Fax: 608-524-8458
bduvalle@ci.reedsburg.wi.us

APPLICANT: Trent Kastenschmidt

ADDRESS: 1813 Kramer Street **CITY:** La Crosse **STATE:** WI

ZIP: 54603 **PHONE:** (608) 793-6456 **FAX:** _____

E-MAIL: TKastenschmidt@Kwiktrip.com

PROPERTY OWNER: (if different from Applicant) Kwik Trip, Inc.

LOCATION: SWC Viking Drive + Main Street **PARCEL #:** 276-2218-00000
1690 E. Main St

LAND USE REQUEST

(Please describe one or more as applicable – attach extra pages/maps if necessary)

☐ **Certified Survey Map (CSM):** _____

☐ **Conditional Use Permit:** _____

For *CONDITIONAL USE PERMIT* requests, also answer "A & B" on back page.

☐ **Preliminary Plat:** _____ **Final Plat:** _____ **Name of Plat:** _____

☐ **Rezoning - From:** _____ **To:** _____

☒ **Site Plan Review:** (See "B" on back page) Complete civil plan set included, Kwik Trip

Zoning Appeal / Interpretation: _____

☒ **Zoning Variance:** Signs - number and size

For *VARIANCE* requests, also answer "C" on back page.

☐ **Other:** _____

AFFIDAVIT

I certify that the information and plans submitted are true and accurate to the best of my knowledge. I also give permission to City zoning officials to enter my property for inspection purposes.

Trent Kastenschmidt 14/13/2022

Applicant Signature / Date

[Signature] 15/5/22

Owner Signature / Date

Extraterritorial Committee Date: _____

Plan Commission Date: _____

Board of Zoning Appeals Date: _____

City Council Action & Date: _____

Account #10-461500-00

**The applicant or representative MUST
ATTEND the meeting.**

C:\Users\tk10012045\AppData\Local\Microsoft\Windows\NetCache\Content.Outlook\Q11.doc

Conditional Use \$200	_____
Cond. Use-Agriculture \$400	_____
Variance \$125	_____
Zone Change \$200	_____
C.S.M. \$175	_____
Subdivision Plat \$610	_____
- w/ Stormwater Plan \$100	_____
Site Plan Review \$175	<u>X</u>
Comp Plan Amend \$200	_____
Solar/Wind \$400 +	_____

Date Paid 4-28-22
Receipt # 1040762



Store Engineering

PHONE 608-793-5555

FAX 608-781-8960

1626 Oak St., P.O. Box 2107

La Crosse, WI 54602

www.kwiktrip.com

April 26, 2022

City of Reedsburg
Steve Zibell – City Engineer/Public Works Director
134 South Locust Street
PO Box 490
Reedsburg, WI 53959

RE: Kwik Trip #838 Rebuild

Dear Mr. Zibell:

This letter is intended to accompany the submittal for our application to the City of Reedsburg for the requested Site Development Plan Review. Please accept this letter as our request to be placed on the next available Planning & Zoning Commission Meeting Agenda.

Kwik Trip, Inc. is proposing the construction of a convenience store with an integral single bay carwash, 10 dispenser fueling canopy and a 3-lane diesel canopy. Included in the submittal is the Cover Letter, Civil plans, Stormwater Calculations, Building/Canopy Elevations, and the Sign plan.

Operations

The requested hours of operation will be 24 hours for all uses. The type of products that will be sold will be similar to that of our existing stores throughout the mid-west: fresh produce, bakery and dairy, hot and cold food and beverages, fresh meat and groceries, tobacco products, lotto, convenience store merchandise, alcohol, gasoline, diesel, E-85, ice and propane. The outside merchandising of products is being requested next to the store (two ice chests and one propane cage) and underneath the proposed main canopy. To ensure that the freshest products are sold in our stores, we request that daily deliveries be allowed.

OUR MISSION

To serve our customers and community more effectively than anyone else by treating our customers, co-workers and suppliers as we, personally, would like to be treated, and to make a difference in someone's life.

Buildings, Architecture and Site Design

The architectural elements in this state-of-the-art building consist of a full brick cladding, standing seam metal roof, store front aluminum openings and stucco accents. Extensive landscaping, modern storm water facilities, pylon and wall signage, customer and employee parking, concrete paving with curb and gutter are also included in the overall site design.

Investment in the City

This project will be a multi-million dollar investment in the City of Reedsburg. Not only in the physical improvements and development of a vacant parcel, but also an investment of approximately 25 to 30 new permanent jobs in the City. The projected payroll here is estimated to be approximately \$500,000 annually.

Community Partner

We pride ourselves in being an asset in the communities where we are located. Families can walk or ride their bikes to our stores. Retirees on fixed income can access fresh groceries like milk, eggs, bread and fruit just steps from their car. We take pride in giving back to the communities we serve with charitable donations and by partnering with local non-profits. Kwik Trip would be happy to provide any additional information or answer any questions or concerns the City of Reedsburg may have with our submittal. Please feel free to call or email with any questions you may have.

Sincerely,

Trent Kastenschmidt
Project Manager
Store Engineering
Tkastenschmidt@kwiktrip.com
608-793-6456

KWIK TRIP STORE #838

OWNER
KWIK TRIP, INC
TRENT KASTENSCHMIDT
1626 OAK STREET
LA CROSSE, WI 54602
PHONE: 608-793-6456
EMAIL:
TKASTENSCHMIDT@KWIKTRIP.COM

CIVIL ENGINEER
VIERBICHER
CRAIG MATHEWS, PE
400 VIKING DR
REEDSBURG WI
(608) 402-6376
EMAIL: CMAT@VIERBICHER.COM

SITE DESIGNER
VIERBICHER
MATT MUCHOW, PE
400 VIKING DR
REEDSBURG WI
(608) 402-6379
EMAIL: MMUC@VIERBICHER.COM

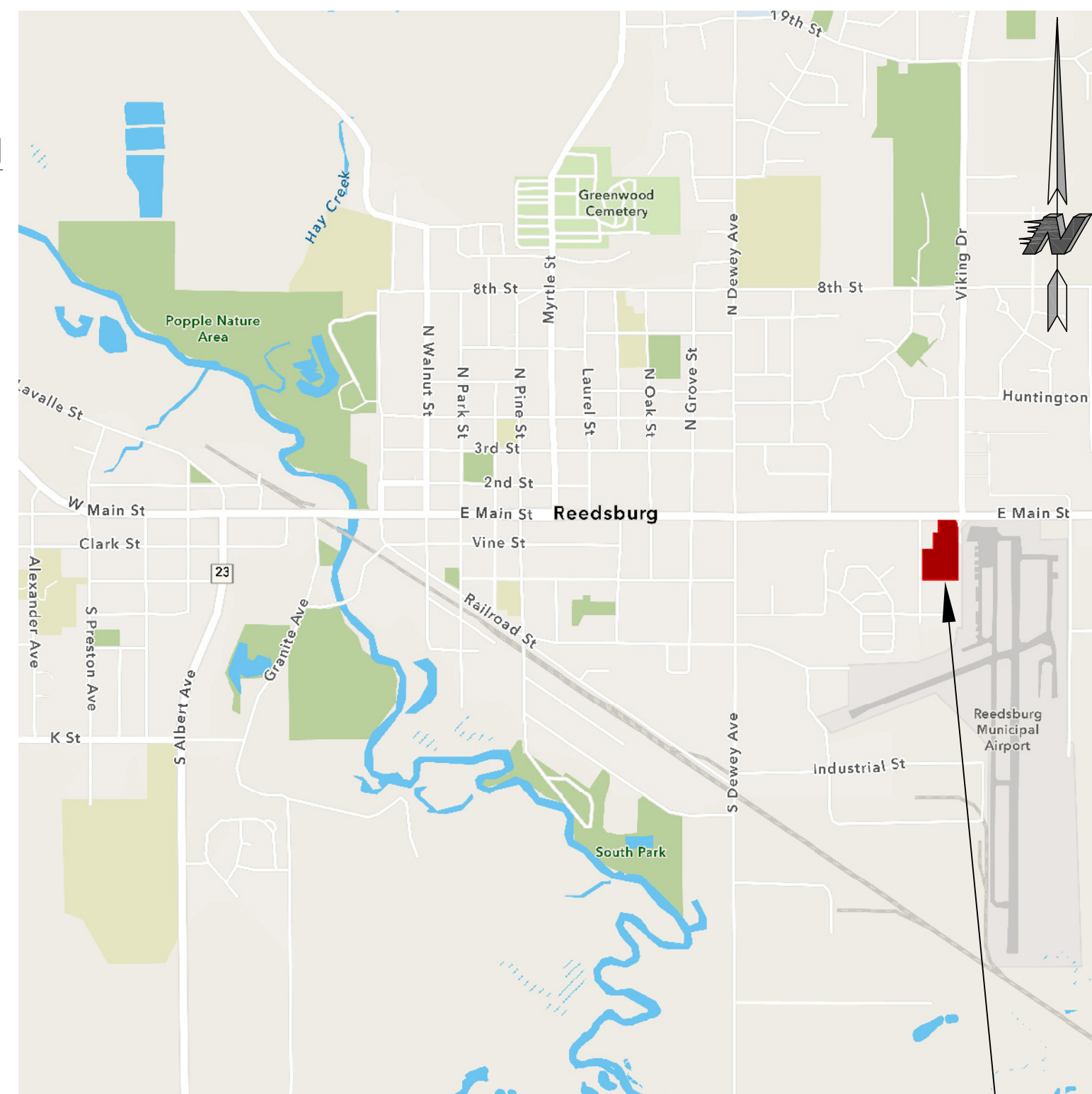
SURVEYOR
GROTHMAN & ASSOCIATES S.C.
SCOTT P. HEWITT
P.O. BOX 373
625 E. SLIFER ST
PORTAGE WI
PHONE: (608) 742-7788
EMAIL: SURVEYING@GROTHMAN.COM



THE LOCATION OF EXISTING UTILITIES, BOTH UNDERGROUND AND OVERHEAD ARE APPROXIMATE ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ITS REPRESENTATIVE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR DETERMINING THE EXACT LOCATION OF ALL EXISTING UTILITIES WHETHER SHOWN ON THESE PLANS OR NOT, BEFORE COMMENCING WORK, AND SHALL BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE CAUSED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UTILITIES.

CALL DIGGER'S HOTLINE
1-800-242-8511

CITY OF REEDSBURG
SAUK COUNTY, WISCONSIN



SITE LOCATION MAP



AERIAL LOCATION MAP



SHEET INDEX

T1	TITLE SHEET
ALTA	ALTA SURVEY
DM1	DEMOLITION PLAN
SP0	SITE CIRCULATION PLAN
SP1	SITE DIMENSION PLAN
SP1.1	SITE KEYNOTE PLAN
SP2	GRADING PLAN
SP2.1	GRADING PLAN - SPOT DETAILS
SP2.2	ACCESSIBILITY PLAN
SP3	STORM SEWER PLAN
SP4	UTILITY PLAN
SP4.1	UTILITY NOTES
SP5	SITE PLAN DETAILS
SP6	SITE PLAN DETAILS
SP7	SITE PLAN DETAILS
SWP1	EROSION CONTROL PLAN
SWP2	EROSION CONTROL DETAILS
L1	OVERALL LANDSCAPE PLAN
L2	NORTH LANDSCAPE PLAN
L3	SOUTH LANDSCAPE PLAN
E1	PHOTOMETRIC SITE PLAN



STORES



STORES

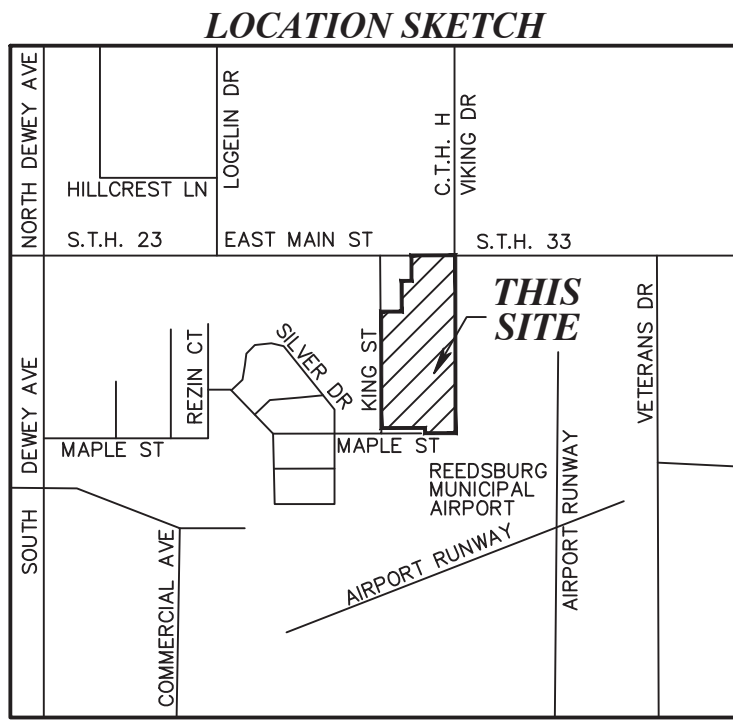
KWIK TRIP, Inc.
P.O. BOX 2107
1626 OAK STREET
LA CROSSE, WI 54602-2107
PH. (608) 781-8988
FAX (608) 781-8960

vierbicher
planners | engineers | advisors
Phone: (800) 261-3698

TITLE SHEET		CONVENIENCE STORE #838	
VIKING DRIVE & MAIN STREET REEDSBURG, WI			
#	DATE	DESCRIPTION	
DRAWN BY		IGRE	
SCALE		AS SHOWN	
PROJ. NO.		210374	
DATE		2022-04-19	
SHEET		T1	

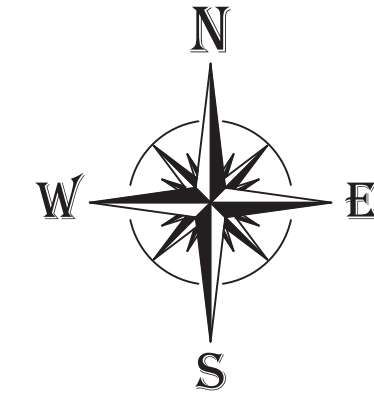
ALTA/NSPS LAND TITLE SURVEY

TOTAL AREA: 432,297 SQ. FT. - 9.92 ACRES



LEGEND

- 3/4" X 18" IRON ROD SET (WT. = 1.5 LBS. / L.F.)
- 3/4" IRON ROD FND.
- PK NAIL FND.
- MAG NAIL SET
- RAILROAD SPIKE FND.
- AXLE SHAFT FND.
- 1" IRON PIPE FND.
- 1 1/4" IRON PIPE FND.
- 2" IRON PIPE FND.
- CHISELED "X" IN CONCRETE SET
- GUARD POST
- LIGHT POST
- AIRPORT LIGHT
- POWER POLE
- GUY WIRE
- MAILBOX
- SIGN
- SIGNAL LIGHT POST
- TELEPHONE PEDESTAL
- FIBER MANHOLE
- GAS METER
- ELECTRIC BOX
- ELECTRIC METER
- ELECTRIC PANEL
- GATE KEY PAD
- ELECTRIC MANHOLE
- FIRE HYDRANT
- WATER BOX
- WATER VALVE
- BORE HOLE LOCATION AS MARKED
- CATCH BASIN
- STORM SEWER DRAIN
- STORM SEWER MANHOLE
- VENT
- CLEAN OUT
- SANITARY SEWER MANHOLE
- SANITARY SEWER LINE
- STORM SEWER LINE
- WATER LINE
- OVERHEAD UTILITY LINE
- GAS LINE
- UNDERGROUND ELECTRIC LINE
- UNDERGROUND TELEPHONE LINE
- UNDERGROUND FIBER OPTIC LINE
- CHAINLINK FENCE
- WOOD & SHEET METAL FENCE
- PREVIOUS SURVEY OR RECORD INFO.
- INDICATES NO PARKING
- CONCRETE SURFACE
- GRAVEL SURFACE
- ASPHALT SURFACE
- FIELDWORK COMPLETED ON 11/3/2021



SCALE: 1" = 40'

BASIS OF BEARINGS:

IS THE EAST LINE OF THE NE1/4-SW1/4, SECTION 11 WHICH BEARS S00°03'23"E AS REFERENCED TO GRID NORTH SAUK CO. COORDINATE SYSTEM NAD83(97).

OWNER

BRENTE R. STEINHORST
TRAYE D. STEINHORST ETAL
KORRIE L. STEINHORST
& SUSAN J. HORKAN
S2501A GOLF COURSE ROAD
REEDSBURG, WI 53959

CLIENT

KWIK TRIP, INC
1626 OAK STREET
LA CROSSE, WI 54603

SURVEYOR

SCOTT P. HEWITT
P.O. BOX 373
625 E. SLIFER STREET
PORTAGE, WI 53901
PHONE PORTAGE: (608) 742-7788
PHONE SAUK PRAIRIE: (608) 644-8877
FAX: (608) 742-0434
e-mail: surveying@grothman.com



Date: 12/6/2021

GROTHMAN & ASSOCIATES S.C.
PROFESSIONAL SERVICES
625 EAST SLIFER STREET, P.O. BOX 373 PORTAGE, WI 53901
PHONE: PORTAGE: (608) 742-7788 SAUK: (608) 644-8877
FAX: (608) 742-0434 E-MAIL: surveying@grothman.com
(RED LOGO REPRESENTS THE ORIGINAL MAP)

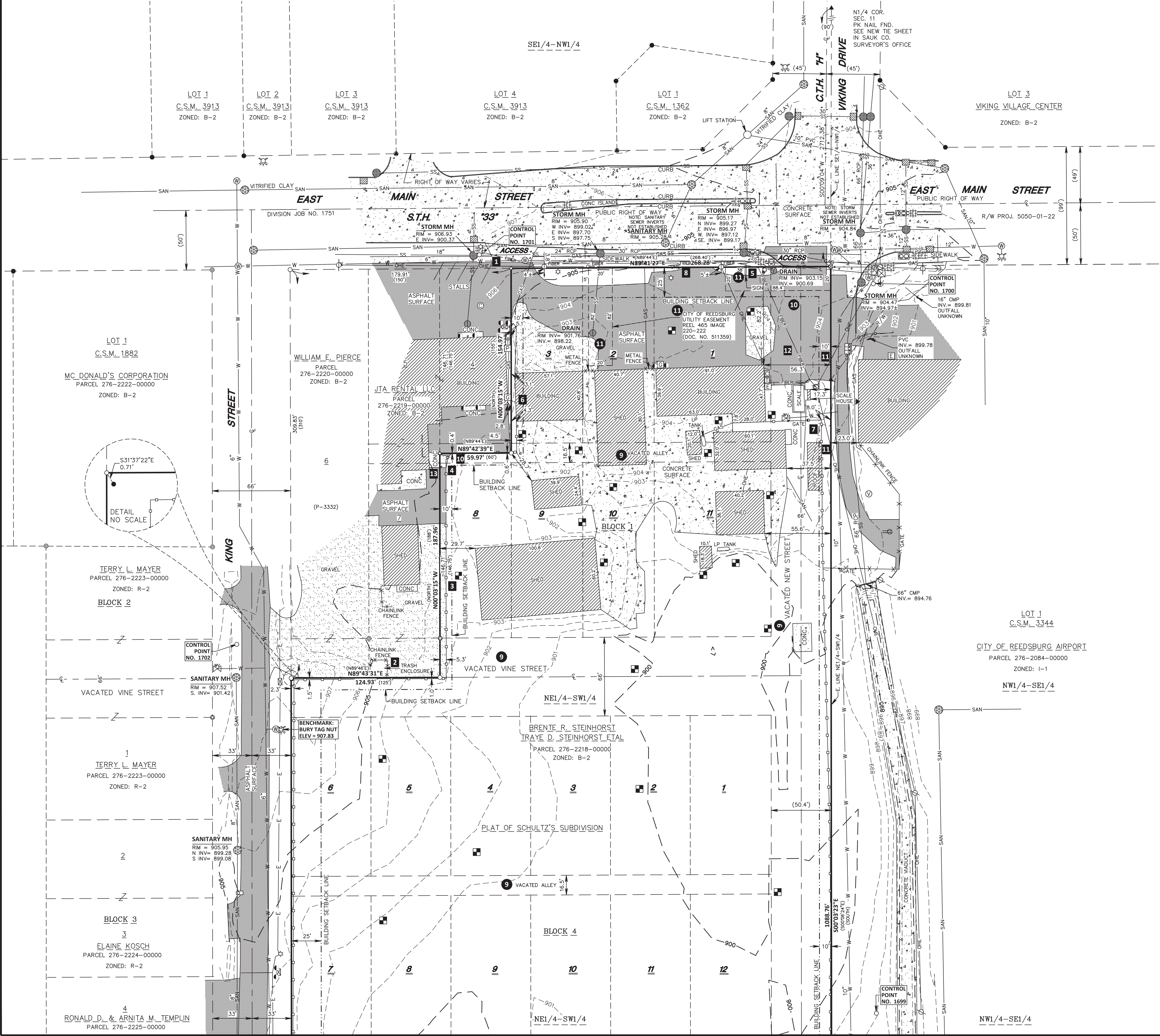
DATE	REVISION	BY
12/6/21	CERTIFICATE, ENCROACHMENTS 12 & 13	TK

REEDSBURG SALVAGE

1690 EAST MAIN STREET
REEDSBURG, WI 53959

SCALE: 1" = 40'	FILE NO: 1021-651
DATE: 11/23/2021	PROJECT NO: 1021-651
DWN. BY: T. KASPER	DRAWING NO: 1021-651
CHKD.BY: S. HEWITT	SHEET 1 OF 2

Control Points				
Point No.	Northing	Eastings	Elevation	Description
1699	259234.3800	586596.6307	898.06	SET 3/4" ROD
1700	259846.3635	586594.0310	904.00	SET 3/4" ROD
1701	259870.7139	586263.4277	907.05	SET 3/4" ROD
1702	259543.8667	586059.8306	907.23	SET 3/4" ROD
1703	259159.1914	586055.9377	903.35	SET 3/4" ROD



ALTA/NSPS LAND TITLE SURVEY

TOTAL AREA: 432,297 SQ. FT. - 9.92 ACRES

LIST OF EASEMENTS & PROVISIONS FROM TITLE COMMITMENT (FROM COMMITMENT NO. NCS-1090043-MAD - SCHEDULE B - PART 2)

RIGHTS FOR ENTRANCE TO, MAINTENANCE, CONSTRUCTION, OR REPAIR OF ANY UTILITY STRUCTURES, IMPROVEMENTS OR SERVICES WHICH MAY BE UNDER THE SURFACE OF THE PORTION OF THE INSURED PREMISES LAYING WITHIN VACATED STREETS AND ALLEYS, NORTH HALF OF MAPLE STREET, PURSANT TO SECTION 66.1005(2) (A) WISCONSIN STATUTES. (AFFECTS PROPERTY, AS PLOTTED)

CIRCUIT COURT ORDER OF SAUK COUNTY FOR THE VACATION OF PORTIONS OF PART OF THE PLAT OF SCHULTZ'S SUBDIVISION RECORDED JULY 28, 1970 IN VOLUME 357, PAGE 468 AS DOCUMENT NO. 371177. (AS PLOTTED)

RESOLUTION TO VACATE PORTION OF MAPLE STREET RECORDED FEBRUARY 23, 1993 IN REEL 591, IMAGE 700 AS DOCUMENT NO. 578992. (AS PLOTTED)

EASEMENT AGREEMENT DATED JULY 4, 1992 BY AND BETWEEN CITY OF REEDSBURG AND ROGER AND SUE ANNE STEINHORST RECORDED FEBRUARY 23, 1993 IN REEL 591, IMAGE 702 AS DOCUMENT NO. 578993 (AS PLOTTED)

UTILITY EASEMENT TO STATE OF WISCONSIN, DEPARTMENT OF TRANSPORTATION, DIVISION OF HIGHWAYS, DATED APRIL 28, 1978, RECORDED/FILED MAY 8, 1978 IN REEL 127, IMAGE 446 AS DOCUMENT NO. 423044. (AFFECTS PROPERTY, NOT PLOTTABLE)

UTILITY EASEMENT TO CITY OF REEDSBURG, A MUNICIPAL CORPORATION, DATED MAY 18, 1988, RECORDED/FILED MAY 24, 1988 IN REEL 465, IMAGE 220 AS DOCUMENT NO. 511359. (AFFECTS PROPERTY, AS PLOTTED)

ZONING INFORMATION

SOURCE OF ZONING INFORMATION: PER BRIAN DUVALLE, CITY OF REEDSBURG PLANNER/BUILDING INSPECTOR 608-768-3354 AND ONLINE ZONING CODE.

CURRENT ZONING CLASSIFICATION IS B-2 GENERAL BUSINESS AND ALLOWS FOR CURRENT USE.

PARKING:
THERE WERE NO PARKING SPACES MARKED AT TIME OF SURVEY.

CURRENT PARKING REQUIREMENT IS:
1 STALL FOR EACH 200 SQ.FT. OF BUILDING AREA ACCESSIBLE TO THE PUBLIC.

BUILDING SETBACK REQUIREMENTS:
FRONT = 25 FEET
SIDE = 10 FEET
REAR = 25 FEET

BUILDING HEIGHT RESTRICTIONS: 45 FEET

FLOOR SPACE RESTRICTIONS: NONE

BASIS OF ELEVATION:

NORTH AMERICAN VERTICAL DATUM 1988

SURVEYOR'S CERTIFICATE

To: Kwik Trip, Inc., a Wisconsin Corporation
National Commercial Services
First American Title Insurance Company

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS and includes Items 1, 2, 3, 4, 5, 6(a), 6(b), 7(a), 8, 9, 11(a), 11(b), 14, 17, 18 and 20 of Table A thereof.

The field work was completed on November 3, 2021.

Date of Plat: December 6, 2021

By: *Scott P. Hewitt*
SCOTT P. HEWITT
Professional Land Surveyor No. 2229
Date: December 6, 2021
G & A File: 1021-651

The property surveyed and shown hereon is the same property as described in Title Commitment No. File No. NCS-1090043-MAD dated September 15, 2021, prepared by First American Title Insurance Company.

LEGAL DESCRIPTION

Lots 1, 2, 3, 8, 9, 10 and 11, Block 1; all of Block 4; all of Block 5; including vacated streets and alleys per Volume 357 of Deeds, pages 468, as Document no. 371177; and the North 1/2 of Maple Street lying South of Lots 11 and 12, Block 5, vacated per Reel 591, Image 700, as Document No. 578992, all in Schulz's Subdivision, in the City of Reedsburg, Sauk County, Wisconsin.

OWNER

BRENTE R. STEINHORST
TRAYE D. STEINHORST ETAL
KORRIE L. STEINHORST
& SUSAN J. HORKAN
S2501A GOLF COURSE ROAD
REEDSBURG, WI 53959

CLIENT

KWIK TRIP, INC
1626 OAK STREET
LA CROSSE, WI 54603

SURVEYOR

SCOTT P. HEWITT
P.O. BOX 373
625 E. SLIFER STREET
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PHONE PORTAGE: (608) 742-7788
PHONE SAUK PRAIRIE: (608) 644-8877
FAX: (608) 742-0434
e-mail: surveying@grothman.com

FLOOD ZONE

THIS PROPERTY IS LOCATED WITHIN AN AREA HAVING A ZONE DESIGNATION X BY FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) ON FLOOD INSURANCE RATE MAP NO. 55111C0211F, WITH A DATE OF IDENTIFICATION OF 10/2/2015 AND MAP NO. 55111C0213F, WITH A DATE OF IDENTIFICATION OF 11/20/2013 FOR COMMUNITY NO. 550402 IN SAUK COUNTY, STATE OF WISCONSIN, WHICH IS THE CURRENT FLOOD RATE INSURANCE MAP FOR THE COMMUNITY AT TIME OF SURVEY.

ACCESS STATEMENT

ACCESS TO AND FROM SUBJECT PROPERTY "DIRECT" AND "INDIRECT" TO MAPLE STREET, AND EAST MAIN STREET. PUBLIC RIGHT OF WAYS AS SHOWN.

POSSIBLE ENCROACHMENTS

- 1 ACCESS WITH NO APPARENT EASEMENT
- 2 TRASH ENCLOSURE 1'± SOUTH OF LOT LINE
- 3 GRAVEL 5'± EAST OF LOT LINE
- 4 CONCRETE 7'± AND ASPHALT 5'± EAST OF LOT LINE
- 5 SIGN 2' NORTH OF LOT LINE AND IN UTILITY EASEMENT
- 6 BUILDING IN BUILDING SETBACK AREA
- 7 ROOF IN BUILDING SETBACK AREA
- 8 OVERHEAD UTILITIES WITH NO APPARENT EASEMENT
- 9 CONCRETE 9'± SOUTH OF LOT LINE
- 10 FENCE BY OWNER 0.4' TO 0.6' NORTH OF LOT LINE
- 11 OVERHEAD UTILITY WITH NO APPARENT EASEMENT
- 12 FIBER OPTIC LINE WITH NO APPARENT EASEMENT
- 13 ACCESS WITH NO APPARENT EASEMENT

NOTE: THERE ARE NO CHANGES IN STREET RIGHT OF WAY LINES EITHER COMPLETED OR PROPOSED, PER STEVE ZIBELL, CITY OF REEDSBURG ENGINEER/PUBLIC WORKS DIRECTOR 608-768-3355

NOTE: THERE IS NO OBSERVABLE EVIDENCE OF EARTH MOVING WORK, BUILDING CONSTRUCTION OR BUILDING ADDITIONS WITHIN RECENT MONTHS.

NOTE: THE UNDERGROUND UTILITY INFORMATION AS SHOWN HEREON IS BASED ON OBSERVED EVIDENCE AND UPON INFORMATION FURNISHED BY THE LOCAL MUNICIPALITY. WHILE THIS INFORMATION IS BELIEVED TO BE RELIABLE, ITS ACCURACY AND COMPLETENESS CANNOT BE GUARANTEED NOR CERTIFIED TO. UNDERGROUND UTILITIES WERE MARKED BY A 811 UTILITY LOCATE AT TIME OF SURVEY.

NOTE: THE UTILITIES SHOWN HEREON WERE THOSE MARKED AT THE TIME OF SURVEY.

NOTE: THE ADJACENT LAND INFORMATION SHOWN HEREON WAS ACQUIRED FROM COUNTY LAND RECORDS AT THE TIME OF SURVEY. WHILE THIS INFORMATION IS BELIEVED TO BE RELIABLE, ITS ACCURACY AND COMPLETENESS CANNOT BE GUARANTEED NOR CERTIFIED TO.

NOTE: THIS PROPERTY LIES WITHIN AN AREA DESIGNATED AS 50 YEAR TOT OF THE WELL HEAD PROTECTION AREA. BASED ON EXISTING MAPPING FURNISHED BY CLIENT.



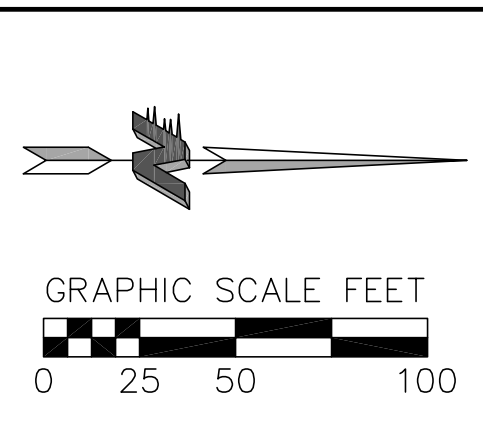
GROTHMAN & ASSOCIATES S.C.
PROFESSIONAL SERVICES
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PHONE: PORTAGE: (608) 742-7788 SAUK: (608) 644-8877
FAX: (608) 742-0434 E-MAIL: surveying@grothman.com
(RED LOGO REPRESENTS THE ORIGINAL MAP)

12/6/21	CERTIFICATE, ENCROACHMENTS 12 & 13	TK
DATE	REVISION	BY

REEDSBURG SALVAGE

1690 EAST MAIN STREET
REEDSBURG, WI 53959

SCALE: 1" = 40'	FILE NO: 1021-651
DATE: 11/23/2021	PROJECT NO: 1021-651
DWN. BY: T. KASPER	DRAWING NO: 1021-651
CHKD. BY: S. HEWITT	SHEET 2 OF 2



TRIP



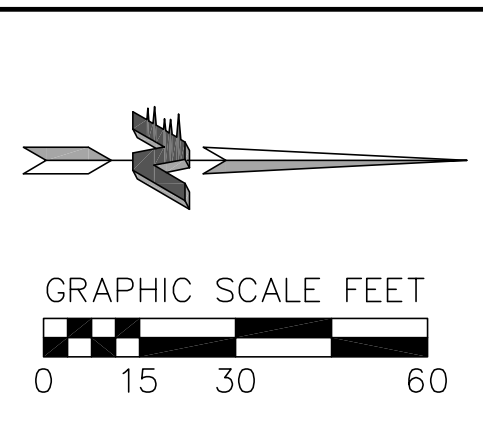
KWIK TRIP, Inc.
P.O. BOX 2107
1626 OAK STREET
LA CROSSE, WI 54602-2107
PH. (608) 781-8988
FAX (608) 781-8960

vierbicher
planners | engineers | advisors
Phone: (800) 261-3898

VIKING DRIVE & MAIN STREET
REEDSBURG, WI

[illegible]

DRAWN BY	IGRE
SCALE	AS SHOWN
PROJ. NO.	210374
DATE	2022-04-19
SHEET	DM1



KWIK TRIP

STORES

The Kwik Star logo, featuring the word "Kwik" in a bold, italicized, red sans-serif font with horizontal motion lines trailing to the left. Below it, the word "Star" is in a similar red font, with the letter "a" replaced by a five-pointed star.

STORES

KWIK TRIP, Inc.
P.O. BOX 2107
1626 OAK STREET
LA CROSSE, WI 54602-2107
PH. (608) 781-8988
FAX (608) 781-8960

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SITE CIRCULATION PLAN

CONVENIENCE STORE #838

VIKING DRIVE & MAIN STREET
REEDSBURG, WI

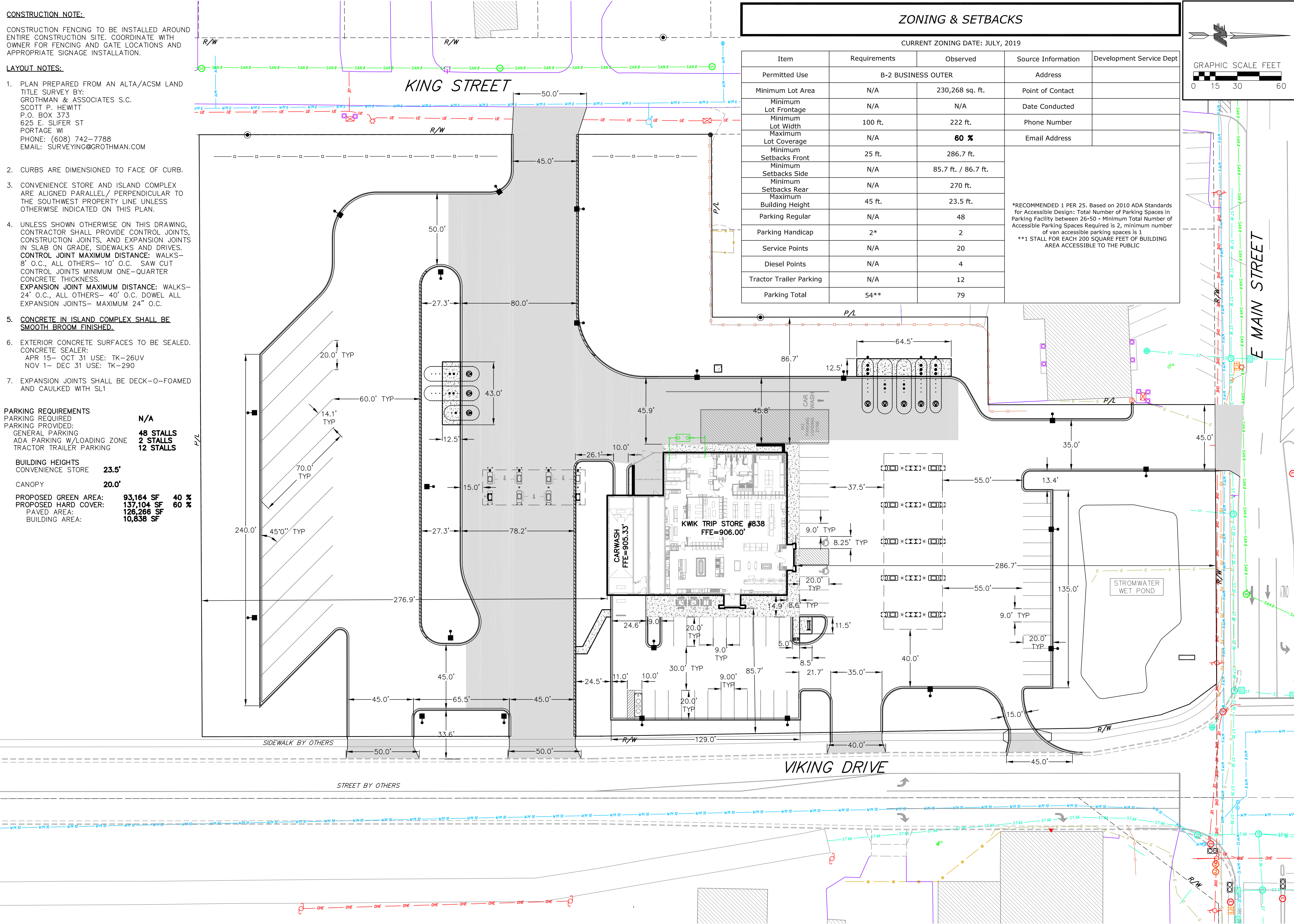
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CONSTRUCTION FENCING TO BE INSTALLED AROUND
ENTIRE CONSTRUCTION SITE. COORDINATE WITH
OWNER FOR FENCING AND GATE LOCATIONS AND
APPROPRIATE SIGNAGE INSTALLATION.

1. PLAN PREPARED FROM AN ALTA/ACSM LAND
TITLE SURVEY BY:
GROTHMAN & ASSOCIATES S.C.
SCOTT P. HEWITT
P.O. BOX 373
625 E. SLIFER ST
PORTAGE WI
PHONE: (608) 742-7788
EMAIL: SURVEYING@GROTHMAN.COM

- | | |
|---------------------------------|-------------------|
| PARKING REQUIREMENTS | |
| PARKING REQUIRED | N/A |
| PARKING PROVIDED: | |
| GENERAL PARKING | 48 STALLS |
| ADA PARKING W/LOADING ZONE | 2 STALLS |
| TRACTOR TRAILER PARKING | 12 STALLS |
|
BUILDING HEIGHTS | |
| CONVENIENCE STORE | 23.5' |
|
CANOPY | 20.0' |
|
PROPOSED GREEN AREA: | 93,164 SF |
| PROPOSED HARD COVER: | 137,104 SF |
| PAVED AREA: | 126,266 SF |
| BUILDING AREA: | 10,838 SF |

0 15 30 60



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SITE DIMENSION PLAN	CONVENIENCE STORE #838	
	VIKING DRIVE & MAIN STREET REEDSBURG, WI	
#	DATE	DESCRIPTION
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DRAWN BY	IGRE	
SCALE	AS SHOWN	
PROJ. NO.	210374	
DATE	2022-04-19	
SHEET		
SP1		

1. LANDSCAPE AREA. SEE SHEET **L1**.
2. OFF-STREET PARKING STALLS

6. 8" DEPTH (MIN.) CONCRETE SLAB-ON-GRADE WITH #4 REBAR, 4'O.C.-(**42,800** SF)
CONCRETE SEALER: TK-26UV.
7. CONCRETE REJECT CURB AND GUTTER. SEE DETAIL ON SHEET **4/SP5**.
8. CONCRETE CURB AND GUTTER. SEE DETAIL ON SHEET **4/SP5**.
9. CURB CUT. SEE DETAIL ON SHEET **5/SP5**.
10. 6" INTEGRAL CONCRETE CURB/ WALK. SEE DETAIL **2/SP5** FOR NON-FLUSH SECTIONS. CONCRETE SEALER: TK-26UV.
11. 30" HT., 6" DIA. CONCRETE FILLED PIPE BOLLARD PER DETAIL **6/SP5**.
12. 8 STALL BIKE RACK WITH 4" CONCRETE PAD.
(BRP 300 TRADITIONAL BIKE RACK-SINGLE SIDE PORTABLE/SURFACE MOUNT ENDS FUSION COATINGS - A DIVISION OF RTM INC.
TO BE PROVIDED BY OWNER)
13. 24' X 70' COMMERCIAL DIESEL DISPENSER ISLAND CANOPY. VERIFY SIZE, PLACEMENT, COLUMN AND FOOTING SIZE WITH CANOPY AND STRUCTURAL PLANS. COLUMNS TO BE BRICKED FROM GRADE TO CANOPY DECK. CANOPY GRAPHICS PER OWNER.
14. 40' X 120' DISPENSER ISLAND CANOPY. VERIFY SIZE, PLACEMENT, COLUMN AND FOOTING SIZE WITH CANOPY AND STRUCTURAL PLANS. COLUMNS TO BE BRICKED FROM GRADE TO CANOPY DECK. CANOPY GRAPHICS PER OWNER.
15. 3'-6" X 7'-0" CONCRETE ISLANDS W/ 6" EXPOSURE WITH FUEL DISPENSERS (DISPENSER PER OWNER).
16. 36" HT., 6" DIA. CONCRETE FILLED PIPE BOLLARD PER DETAIL **7/SP5**.
17. UNDERGROUND FUEL STORAGE TANKS PER OWNER. PROVIDE PIPING AND VENTING PER OWNER'S SPECIFICATIONS.
18. EXTERNAL TRASH ENCLOSURE TO MATCH BUILDING. SEE ARCHITECTURAL DETAILS.
19. KWIK TRIP TRADEMARK SIGN (VERIFY LOCATION WITH SIGN PERMIT).
20. 'FREE AIR' COMPRESSOR. PROVIDE SIGNAGE PER OWNER.
21. 4" DEPTH CONCRETE WALK/ SLAB-ON-GRADE PER DETAIL **3/SP5** - (**4,400** SF)
22. HC PVC BOLLARD SLEEVE PER OWNER. VAN ACCESS SIGNAGE AT 48" HT. STALL PARKING AT 60" HT.
23. OUTDOOR MERCHANDISING AREA.
24. EXTERIOR DELIVERY 'TOTE' STORAGE WITH SCREEN WALL.

-
- 0 15 30 60

The site plan for the Kwik Trip Store #838 is a detailed technical drawing showing the building footprint, parking areas, and surrounding infrastructure. The building is centrally located, with a car wash to its west and a stormwater wet pond to its east. The plan is bounded by King Street to the north, Viking Drive to the south, and E Main Street to the east. Key features include:

- Building Footprint:** Labeled 'KWIK TRIP STORE #838' with a floor area of 906.00'. It includes a car wash area to the west and a stormwater wet pond to the east.
- Parking Areas:** Multiple parking lots are shown, with various setbacks and dimensions indicated. A 'CARWASH' area is also marked.
- Streets and Right-of-Way:** King Street, Viking Drive, and E Main Street are shown with their respective right-of-way (R/W) lines. A 'SIDEWALK BY OTHERS' is noted on the west side of King Street.
- Utilities and Infrastructure:** The plan includes numerous annotations for utilities, such as 'P/L' (Public Line), 'R/W' (Right-of-Way), and 'ST' (Street). It also shows '17 TYP' (Typical) and '15 TYP' (Typical) utility lines.
- Setbacks and Dimensions:** Various setback dimensions are indicated, such as 5, 6, 8, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, and 33.
- Other Features:** A 'STORMWATER WET POND' is located to the east of the building. A 'CARWASH' area is marked to the west of the building.



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SITE KEYNOTE PLAN

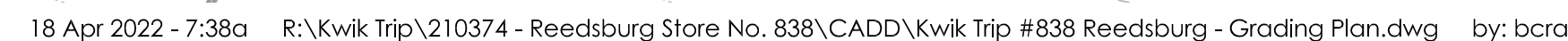
CONVENIENCE STORE #838

VIKING DRIVE & MAIN STREET
REEDSBURG, WI

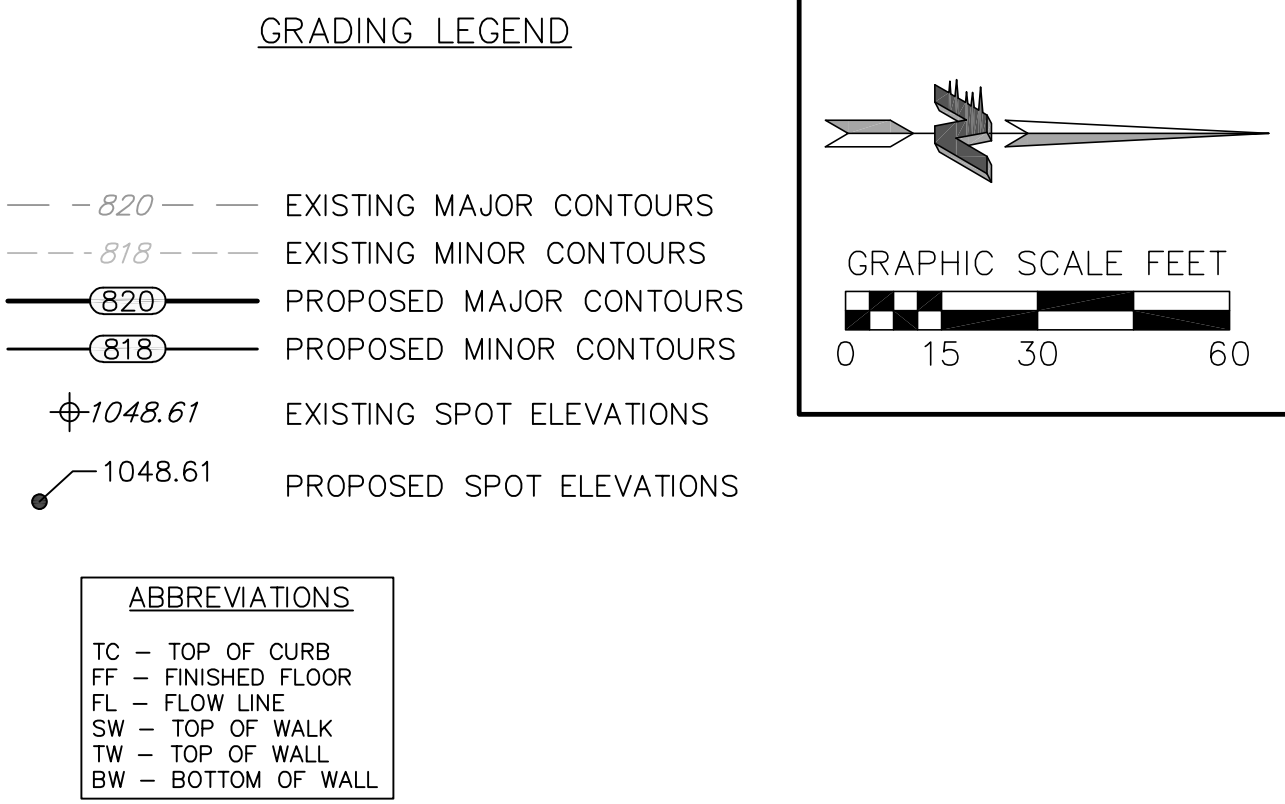
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PROJ. NO.	210374	
DATE	2022-04-19	
SHEET		

SP1.1



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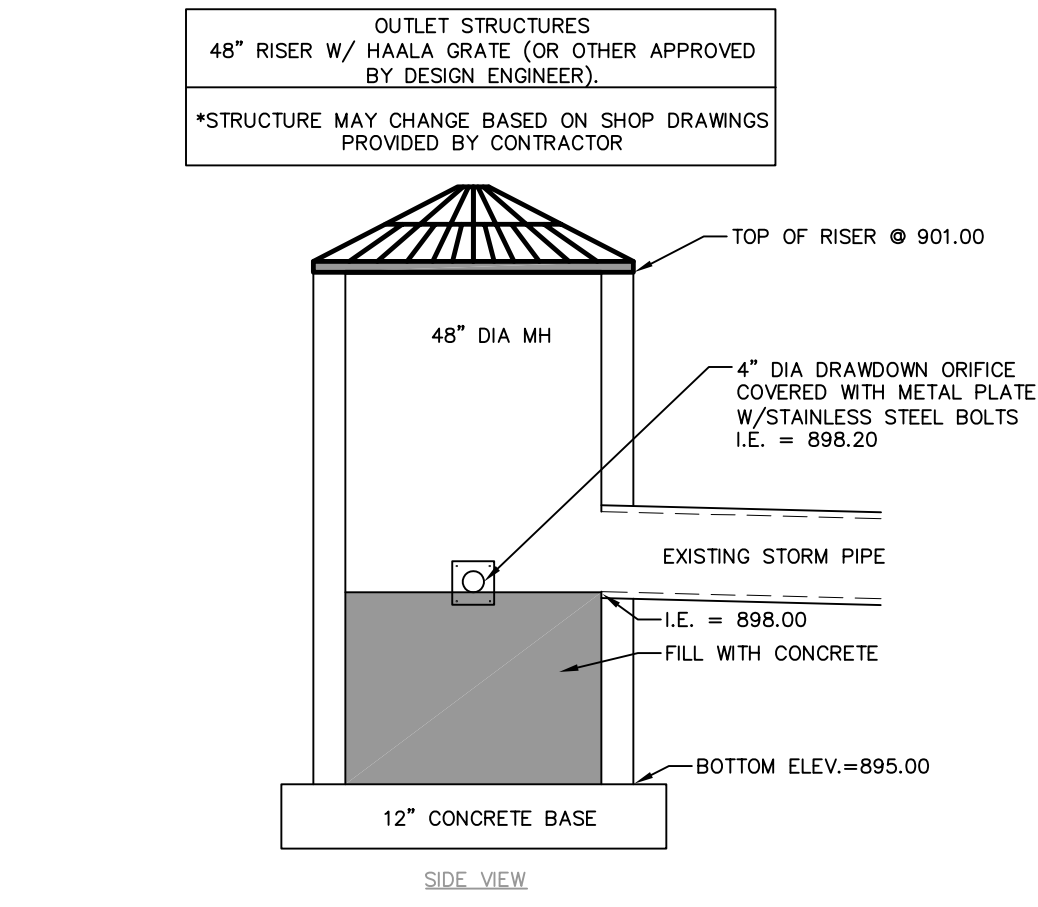


STORES

STORES

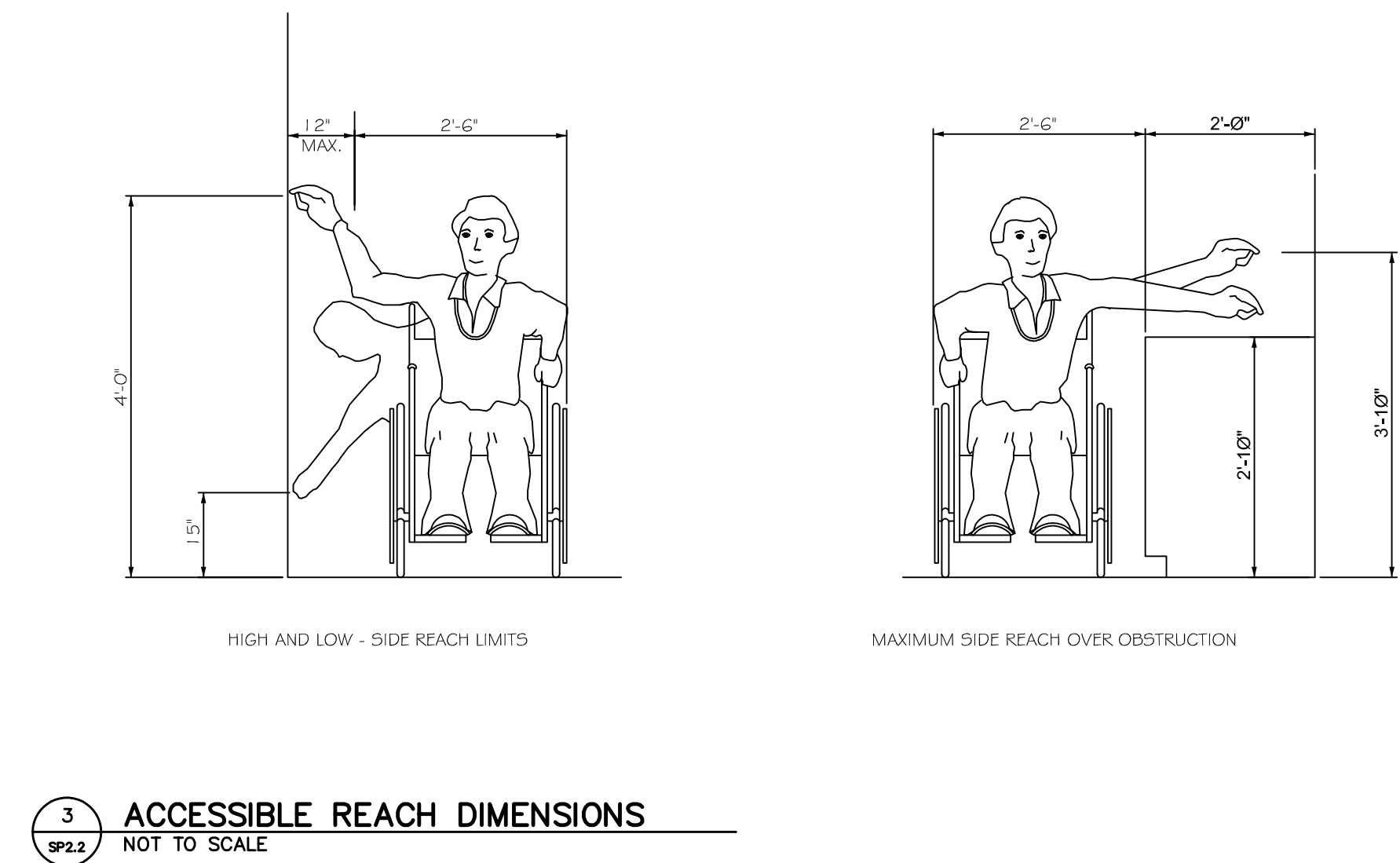
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2 WET POND OUTLET STRUCTURE
NOT TO SCALE

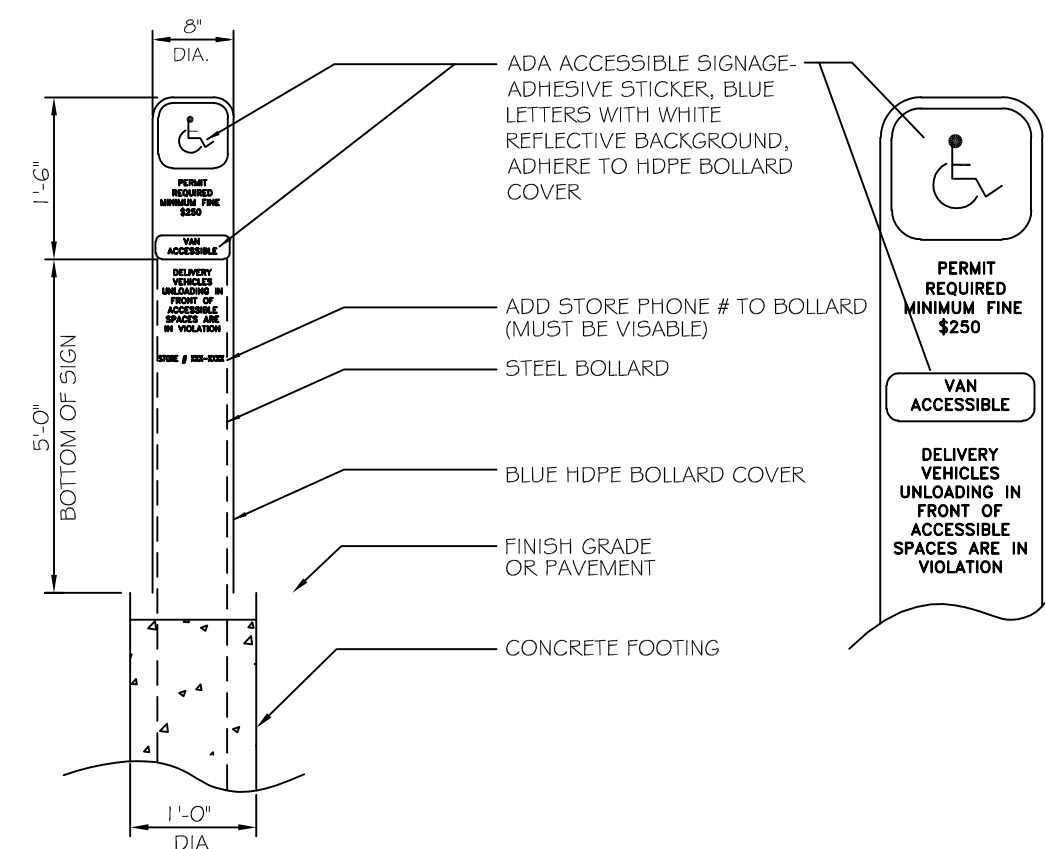
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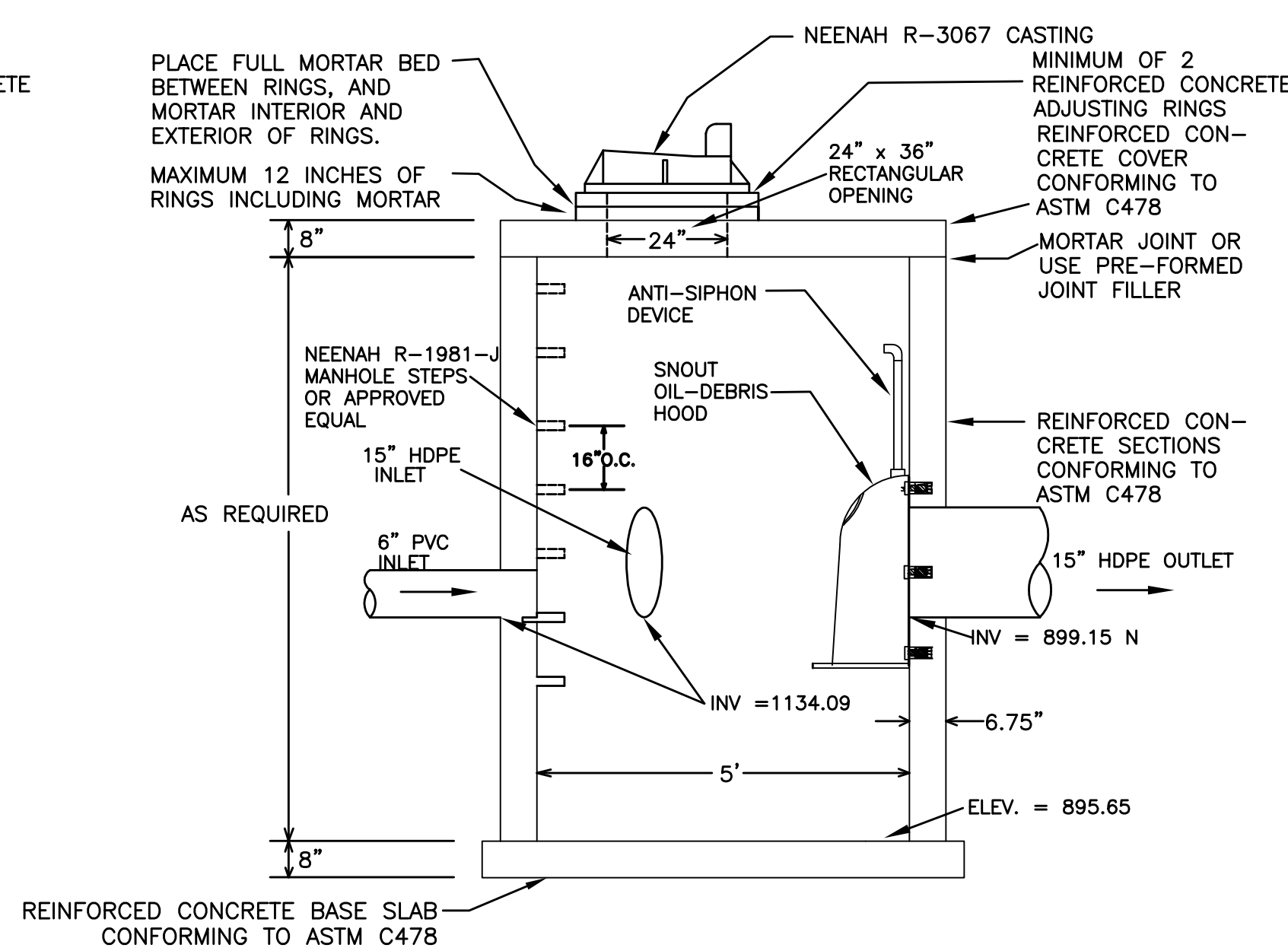
1 VAN ACCESSIBLE PARKING
SP2.2 NOT TO SCALE

2 ADA BOLLARD SIGNAGE
SP2.2 NOT TO SCALE



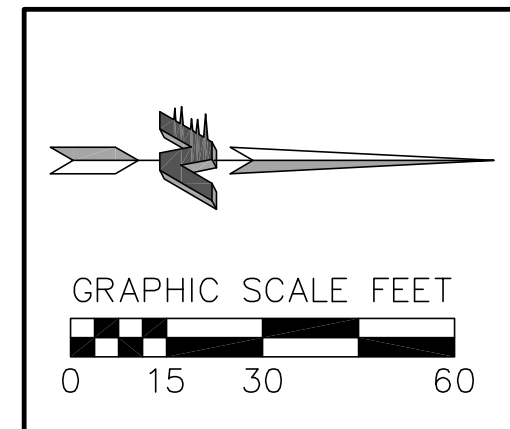
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OIL SKIMMER CB 6.0

* - DESIGNED PER SPS 382.36(5)A)1 USING AREA METHOD FOR THE 10YEAR, 24-HOUR STORM EVENT
 ** - PIPE CAPACITY CALCULATED USING MANNING EQUATION
 *** - SIZED BASED ON STORM WATER MODELING TO MEET TSS & PEAK CONTROL REQUIREMENTS



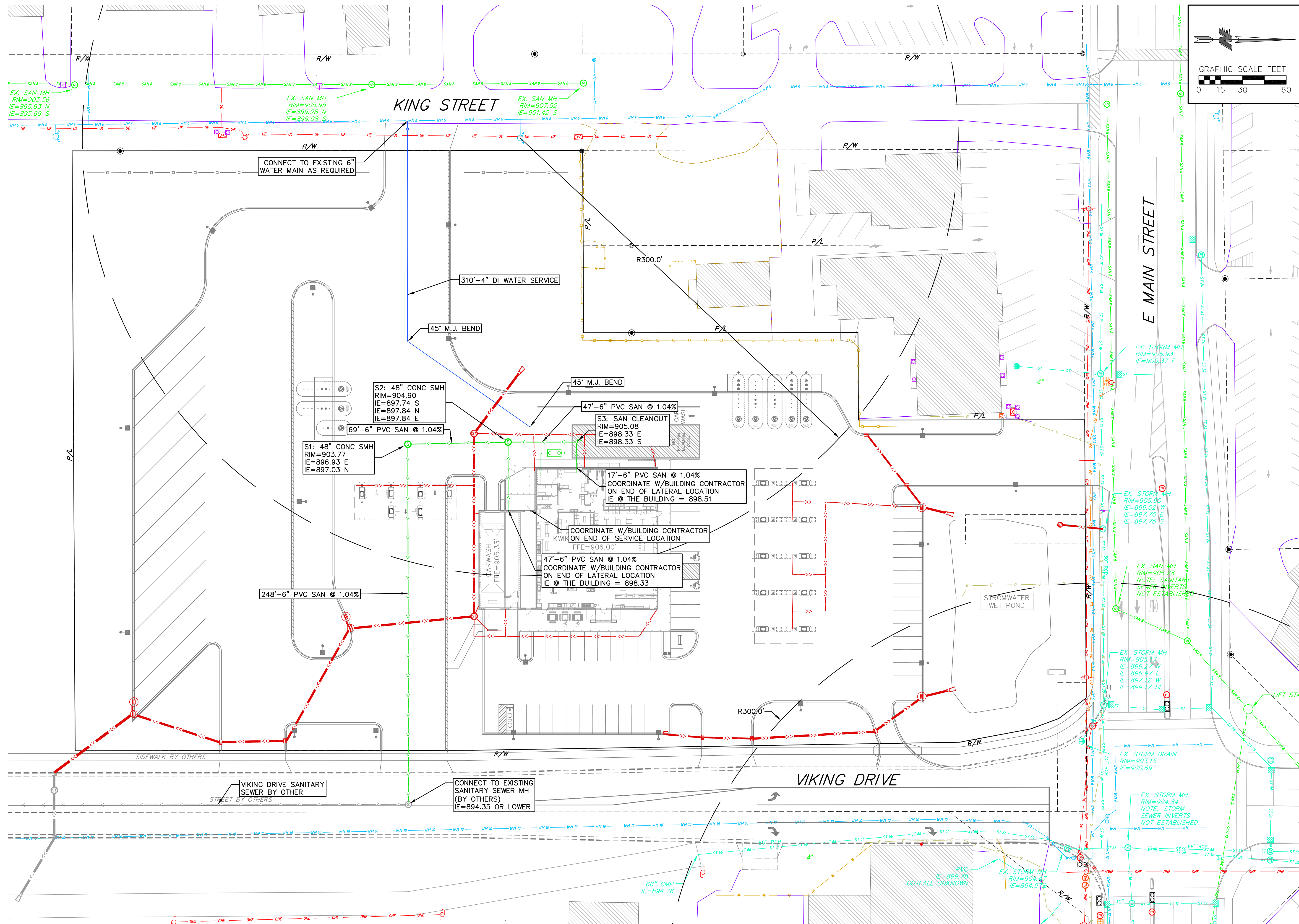
STORES

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VIKING DRIVE & MAIN STREET
REEDSBURG, WI

[illegible]



KWIK TRIP

The Kwik Star logo, featuring the word "Kwik" in a bold, italicized, red sans-serif font above the word "Star" in a similar font, with a red five-pointed star replacing the letter "a".

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UTILITY PLAN

CONVENIENCE STORE #838

[illegible]

UTILITY PLAN NOTES

- CONTRACTOR SHALL BRING ALL SITE UTILITIES TO 5’ OUTSIDE OF THE BUILDING LINE (HORIZONTALLY). COORDINATE BUILDING UTILITY CONNECTION LOCATIONS AT 5’ OUT FROM THE PROPOSED BUILDING WITH THE INTERIOR PLUMBING CONTRACTOR PRIOR TO CONSTRUCTION. VERIFY WATER AND SEWER SERVICE LOCATIONS AND ELEVATIONS WITH THE MECHANICAL ENGINEER PRIOR TO CONSTRUCTION.
- ALL WATER MAIN AND WATER SERVICES SHALL BE INSTALLED AT A MINIMUM DEPTH OF 6.5’ FROM THE TOP OF FINISHED GROUND TO THE TOP OF WATER MAIN. PROVIDE MINIMUM OF 18” SEPARATION WHEN WATER MAIN CROSSES BELOW SEWER AND MINIMUM 6” SEPARATION WHENW ATER MAIN CROSSES ABOVE SEWER. CONTRACTOR SHALL INVESTIGATE ALL UTILITY ROSSINGS PRIOR TO CONSTRUCTION AND ADJUST WATER MAIN DEPTH AS REQUIRED TO MAINTAIN PROPER SEPARATION REQUIREMENTS.
- CONTRACTOR SHALL BE RESPONSIBLE FOR ADJUSTING ALL UTILITY STRUCTURES (MANHOLES, RIMS, WATER VALVES, ETC.). UTILITY STRUCTURES SHALL BE SET TO FINAL ELEVATIONS AFTER CURB AND GUTTER AND BASE COURSE HAVE BEEN INSTALLED.
- WATER SERVICES AND WATER MAINS SHALL BE DUCTINE IRON (AWWA C151–CLASS 52).
- SANITARY SEWER AND LATERALS SHALL BE POLYVINYL CHLORIDE (PVC) ASTM D3034 – SDR 35.
- A MEANS TO LOCATE BURIED UNDERGROUND EXTERIOR NON METALLIC SEWERS/MAINS AND WATER SERVICES/MAINS MUST BE PROVIDED WITH TRACER WIRE OR OTHER METHOS IN ORDER TO BE LOCATED PER SPS 382.10(11)(H) AND SPS 382.30(8)(K).
- NO PERSON MAY ENGAGE IN WORK AT PLUMBING IN THE STATE UNLESS LICENSED TO DO SO BY THE DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES PER S.145.06.
- CONTRACTOR SHALL FIELD VERIFY THE SIZE, TYPE, LOCATION, AND ELEVATION OF EXISTING UTILITIES PRIOR TO INSTALLING ANY ON–SITE UTILITIES OR STRUCTURES. CONTACT ENGINEER PRIOR TO INSTALLATION OF ANY NEW UTILITIES.
- PROPOSED UTILITY SERVICE LINES AS SHOWN ARE APPROXIMATE. COORDINATE THE EXACT LOCATIONS WITH THE PLUMBING DRAWINGS. COORDINATE THE LOCATIONS WITH THE PLUMBING CONTRACTOR AND/OR OWNER’S REPRESENTATIVE PRIOR TO INSTALLATION OF ANY NEW UTILITIES.
- FINAL GRADES FOR HYDRANTS ARE FINISHED GRADES AT BASE (FLANGE EL.) OF HYDRANT.
- THE LOCATIONS OF EXISTING UTILITY INSTALLATIONS AS SHOWN ON THE PLAN ARE APPROXIMATE. THERE MAY BE OTHER UTILITY INSTALLATIONS WITHIN THE PROJECT AREA THAT ARE NOT SHOWN. CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING ALL EXISTING UTILITIES AND ENSURE PROPER CLEARANCE OF NEW UTILITIES. WHEN GAS, ELECTRIC, CABLE, OR TELEPHONE UTILITIES CONFLICT WITH THE WORK, COORDINATE THE ABANDONMENT, RELOCATION, OFFSET, OR SUPPORT OF EXISTING UTILITIES WITH HE APPROPRIATE UTILITY COMPANY. COORDINATE NEW GAS METER AND GAS LINE INSTALLATION, ELECTRIC METER AND ELECTRIC SERVICE INSTALLATION, CABLE SERVICE, AND TELEPHONE SERVICE WITH APPROPRIATE UTILITY COMPANY.
- WATER MAIN REDUCERS, CAPS, TEES, BENDS, AND CROSSES SHALL BE DUCTILE IRON, MECHANICAL JOINT, WITH ELECTRIC NON–LEADED CONDUCTIVE STRAPS, CONFORMING TO CHAPTER 8.22.0 OF THE STANDARD SPECIFICATIONS FOR SEWER AND WATER CONSTRUCTION IN WISCONSIN, 6TH EDITION.
- ALL MECHANICAL JOINT FITTINGS FOR WATER MAIN ARE TO BE RESTRAINED BY THRUST RESTRAIN RETAINER GLANDS (MEGA LUG OR APPROVED EQUAL). THIS INCLUDES BUT IS NOT LIMITED TO TEES, CAPS, CROSSES, BENDS, VALVES, PLUGS, SLEEVES, HYDRANTS, AND REDUCERS. THRUST RESTRAINT SHALL BE PROVIDED FOR ALL JOINTS WITHIN 30 FEET OF THE ABOVE ITEMS.
- ALL WATER SERVICES SHALL COMPLY WITH CHAPTER 8.24.0 OF THE STANDARD SPECIFICATIONS FOR SEWER AND WATER CONSTRUCTION IN WISCONSIN, TH EDITION. FITTINGS SHALL MEET THE REQUIREMENTS OF NSF/ANSI AND NSF/ANSI 372 FOR LEAD FREE FITTINGS.
- WATER MAIN AND SANITARY SEWER CONSTRUCTION CONFORM TO THE STANDARD SPECIFICATIONS FOR SEWER AND WATER CONSTRUCTION IN WISCONSIN, SIXTH EDITION AND AWWA STANDARD C651.
- WATER MAIN TESTING: PRESSURE TEST AND PERFORM BACTERIAL TESTS ON ALL WATER LINES UNDER THE SUPERVISION OF THE CITY OF REEDSBURG PUBLIC WORKS DEPARTMENT. NOTIFY THE CITY AT LEAST 24 HOURS PRIOR TO ANY TESTING. PRESSURIZE THE WATERMAIN TO 150–PSI GAUGE PRESSURE BY MEANS OF A PUMP CONNECTED TO THE PIPE IN A SATISFACTORY MANNER. MAINTAIN THE TEST PRESSURE FOR A MINIMUM OF 2 HOURS. THE TEST SECTION OF PIPE IS ACCEPTABLE WITH A PRESSURE DROP OF 2 PSI OR LESS.
- SANITARY SEWER TESTING: PIPE DEFLECTION TESTING AND LOW PRESSURE AIR TESTING SHALL BE PERFORMED FOR ALL SANITARY SEWER PIPE. THE DEFLECTION TEST SHALL BE PERFORMED USING A RIGID BALL OR MANDREL, AND SHALL BE PERFORMED WITHOUT MECHANICAL PULLING DEVICES. IF DEFLECTION TESTING TAKES PLACE WITHIN 30 DAYS OF PLACEMENT OF THE FINAL BACKFILL, DEFLECTION MAY NOT EXCEED 5%.
- GATE VALVES SHALL CONFORM TO CHAPTER 8.27.0. VALVES SHALL BE AMERICAN FLOW CONTROL’S SERIES 2500 DUCTILE IRON, RESILIENT WEDGE, OR APPROVED EQUAL. VALVE BOXES SHALL CONFORM TO CHAPTER 8.29.0, SPECIFIED FOR 7.5–FOOT BURY (OR AS REQUIRED FOR VARYING DEPTHS), AND INCLUDE VALVE BOX ADAPTOR, ADAPTOR, INC. OR EQUAL. VALVE BOX COVER SHALL BE MARKED “WATER”.
- FIRE HYDRANTS SHALL CONFORM TO CHAPTER 8.26.0, AND SHALL BE WATEROUS PACER WB67 OR KENNEDY GUARDIAN WITH 5 ¼”VALVE OPENING. HYDRANTS SHALL HAVE TWO 2 ½”OPENINGS AND ONE 4 ½”PUMPER NOZZLE, SHALL BE FOR 7.5’BURY, AND HAVE A GROUND LINE BREAKABLE FLANGE. HYDRANT COLOR SHALL BE RED, ORIGINAL MANUFACTURER ENAMEL COATING.
- INSULATE SANITARY SEWER LINE WHERE MINIMUM COVER OVER PIPE IS LESS THAN 5 FEET. PROVIDE POLYSTYRENE INSULATION BOARD THAT CONFORMS TO THE REQUIREMENTS FOR EXTRUDED INSULATION BOARD, AASHTO DESIGNATION M230. THE INSULATION MUST BE AT LEAST 4 FEET WIDE AND CENTERED ON THE PIPE.

STORM SEWER PLAN NOTES

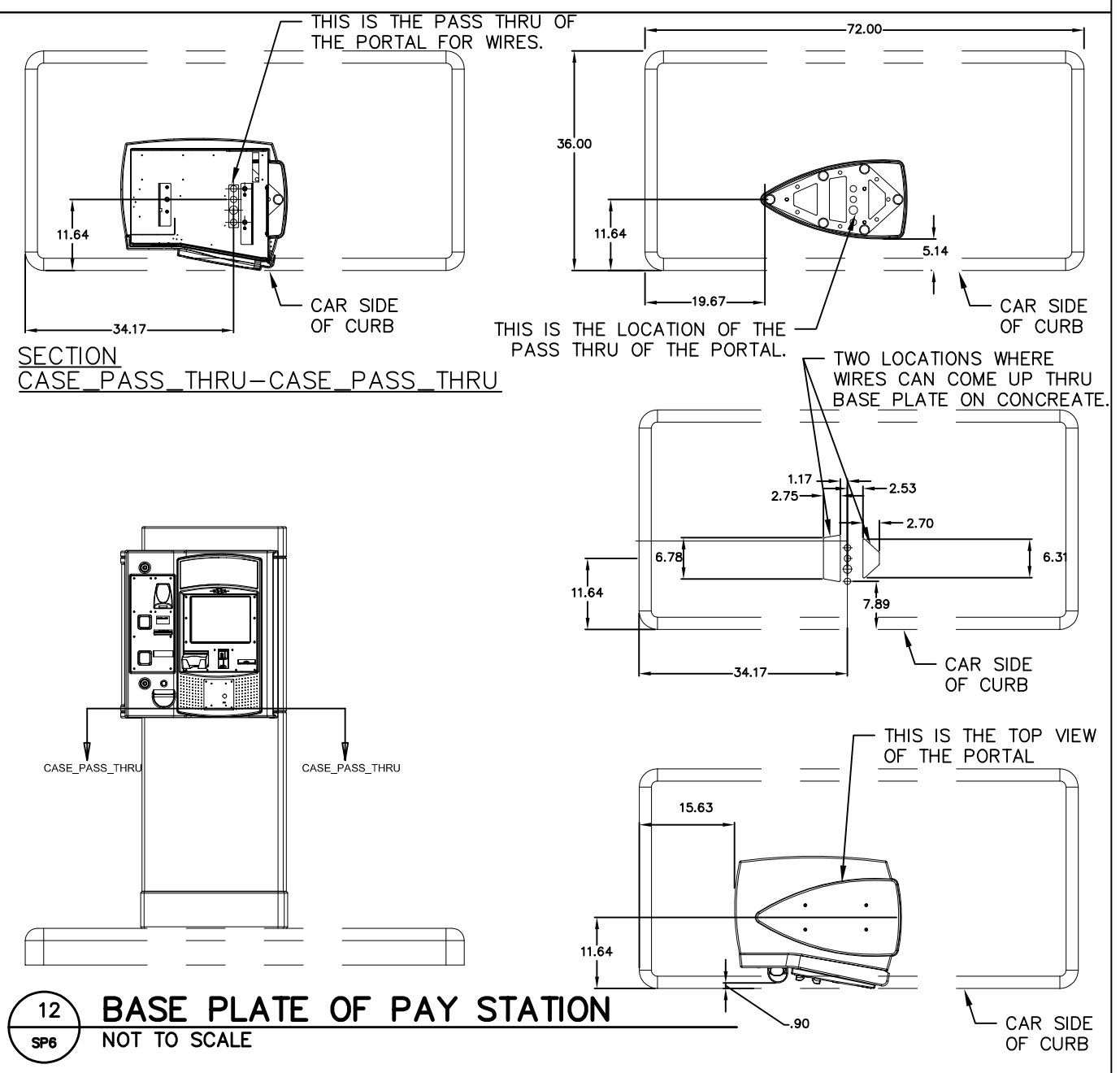
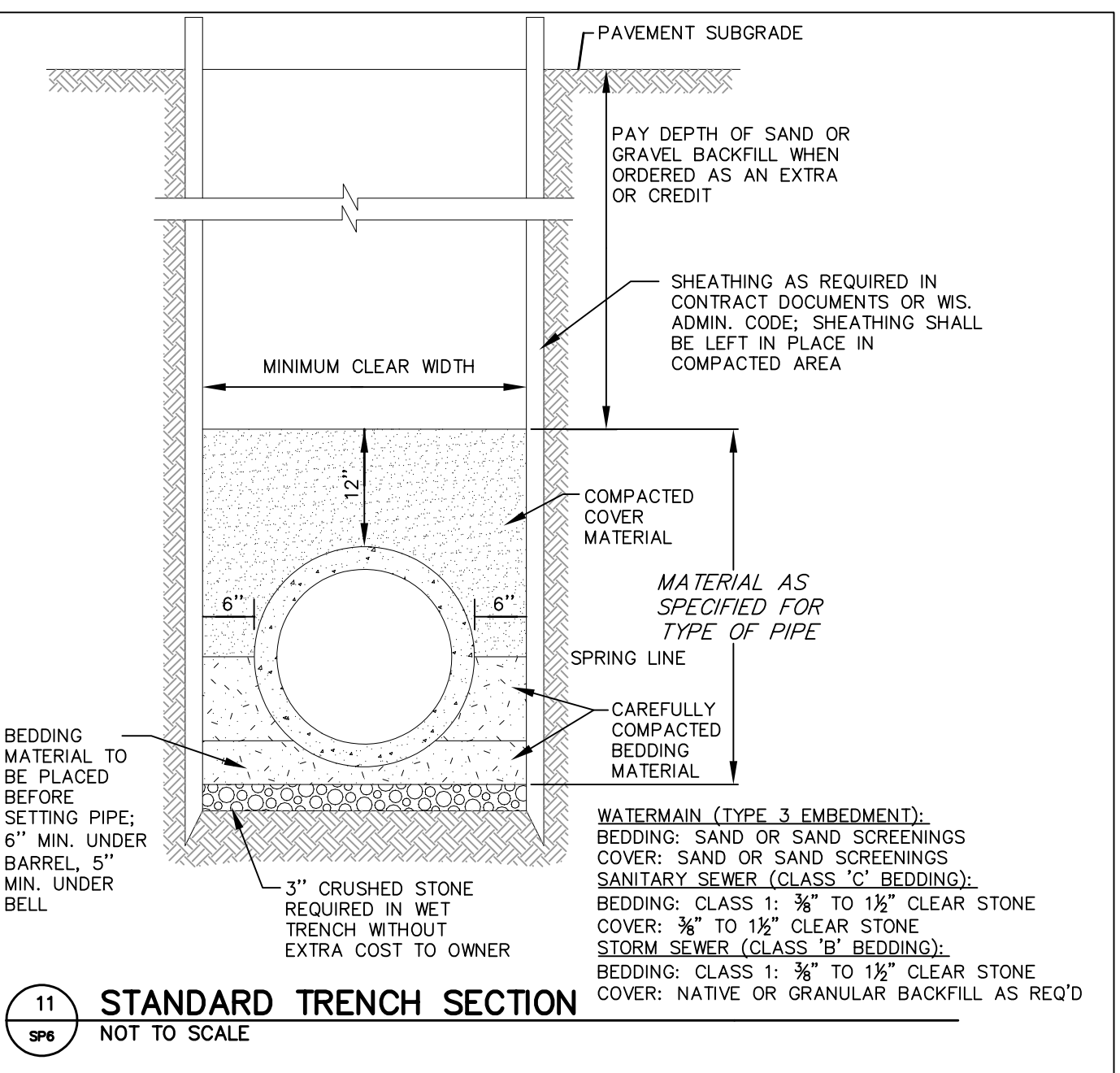
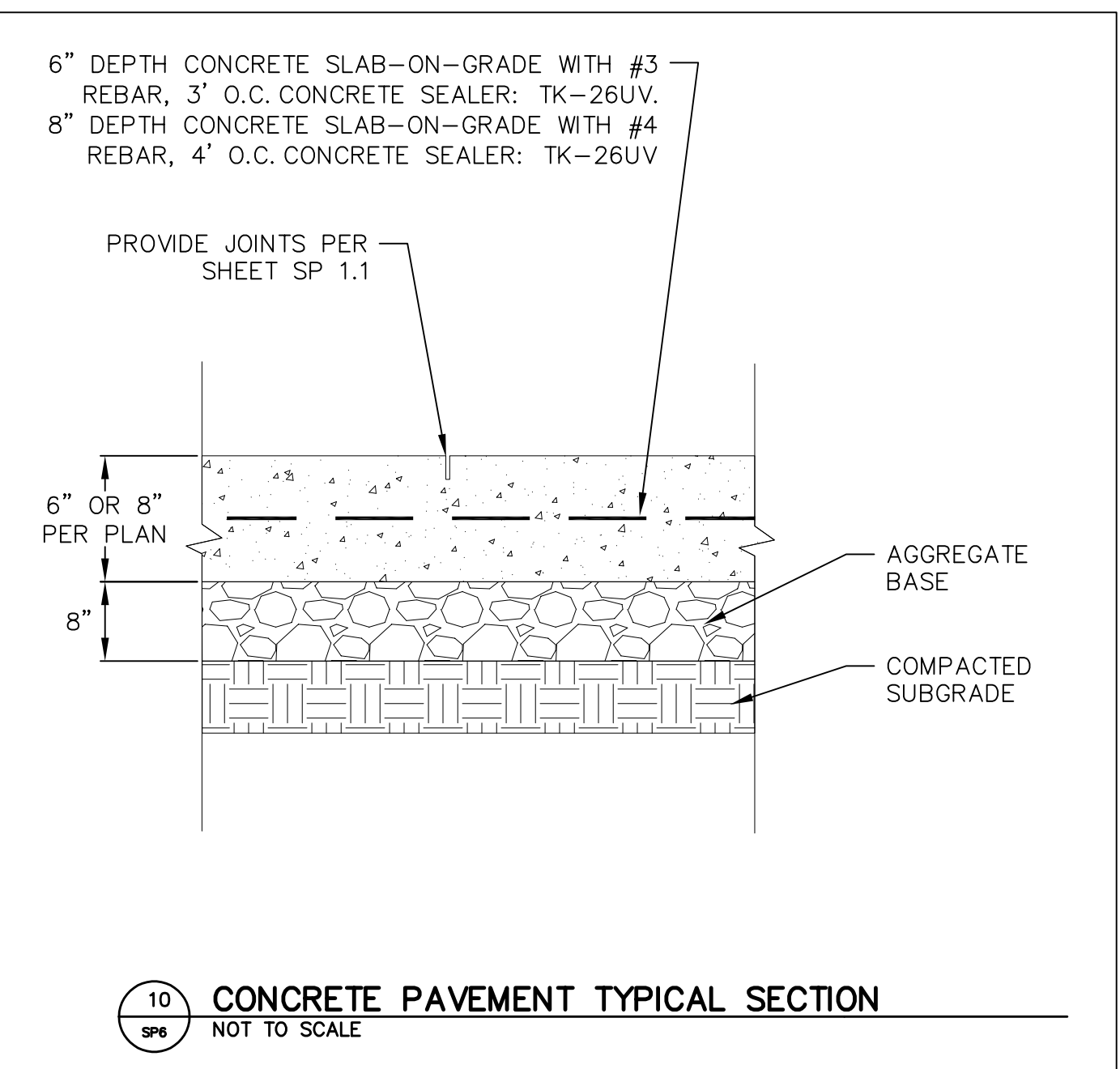
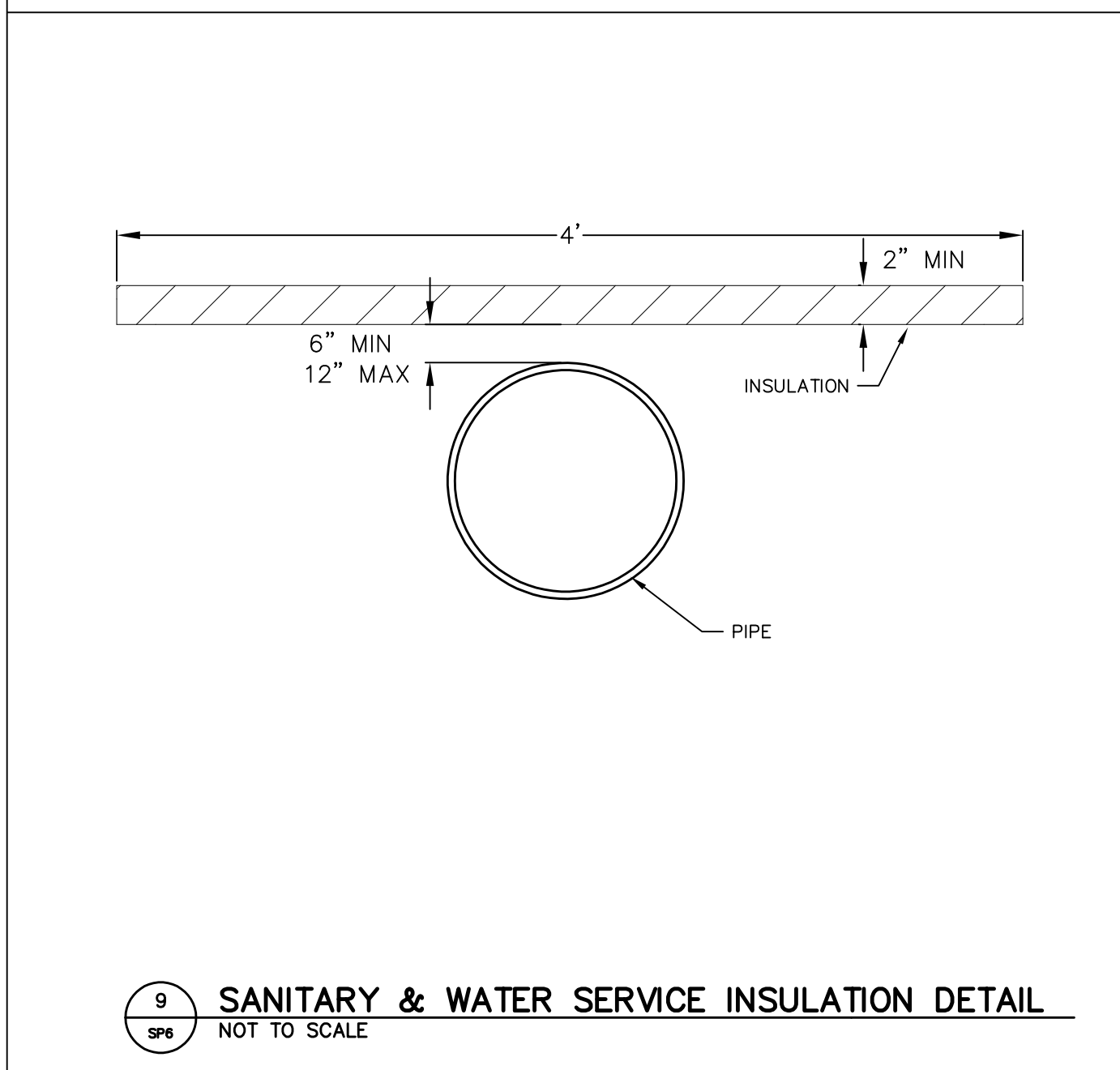
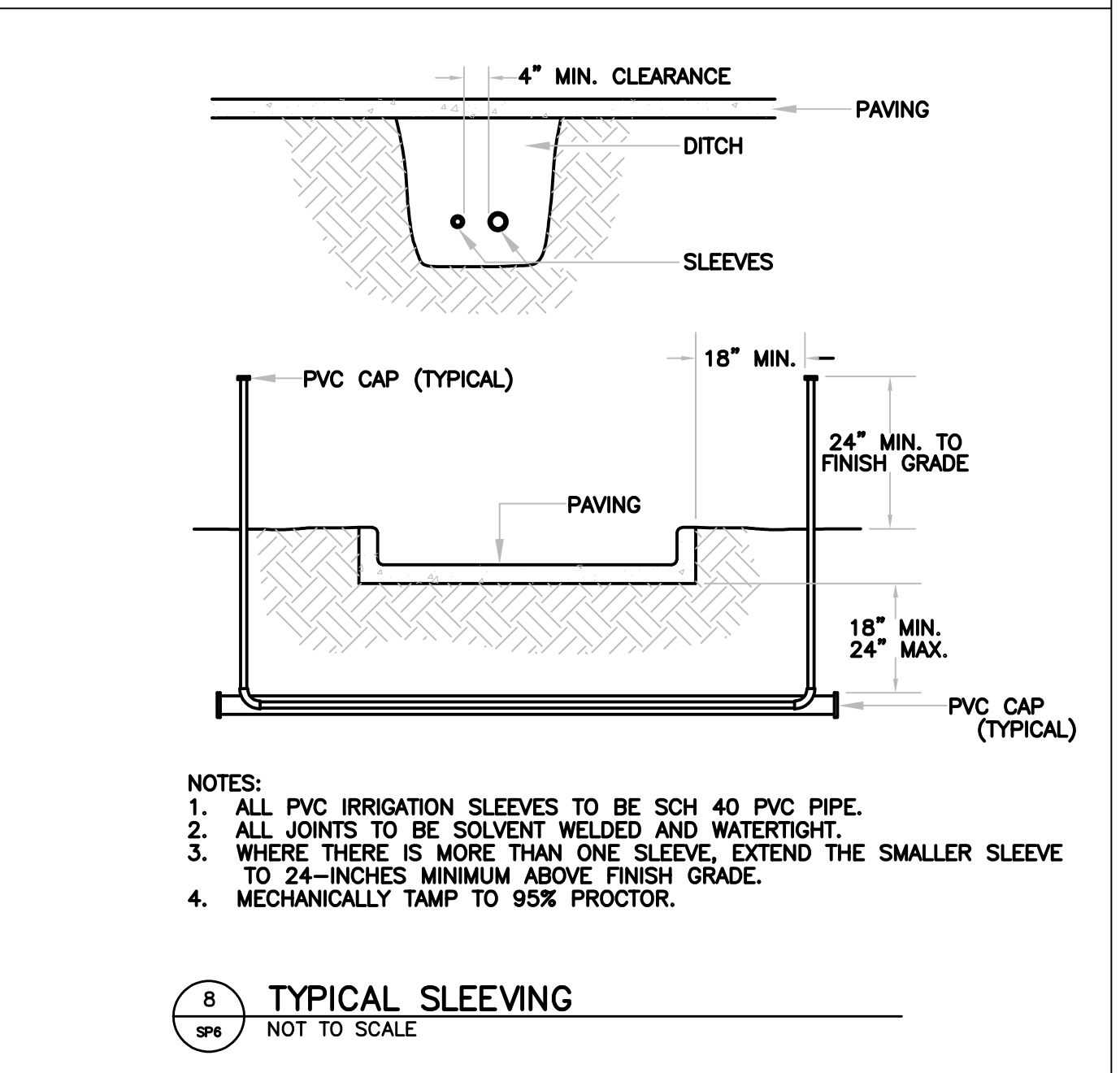
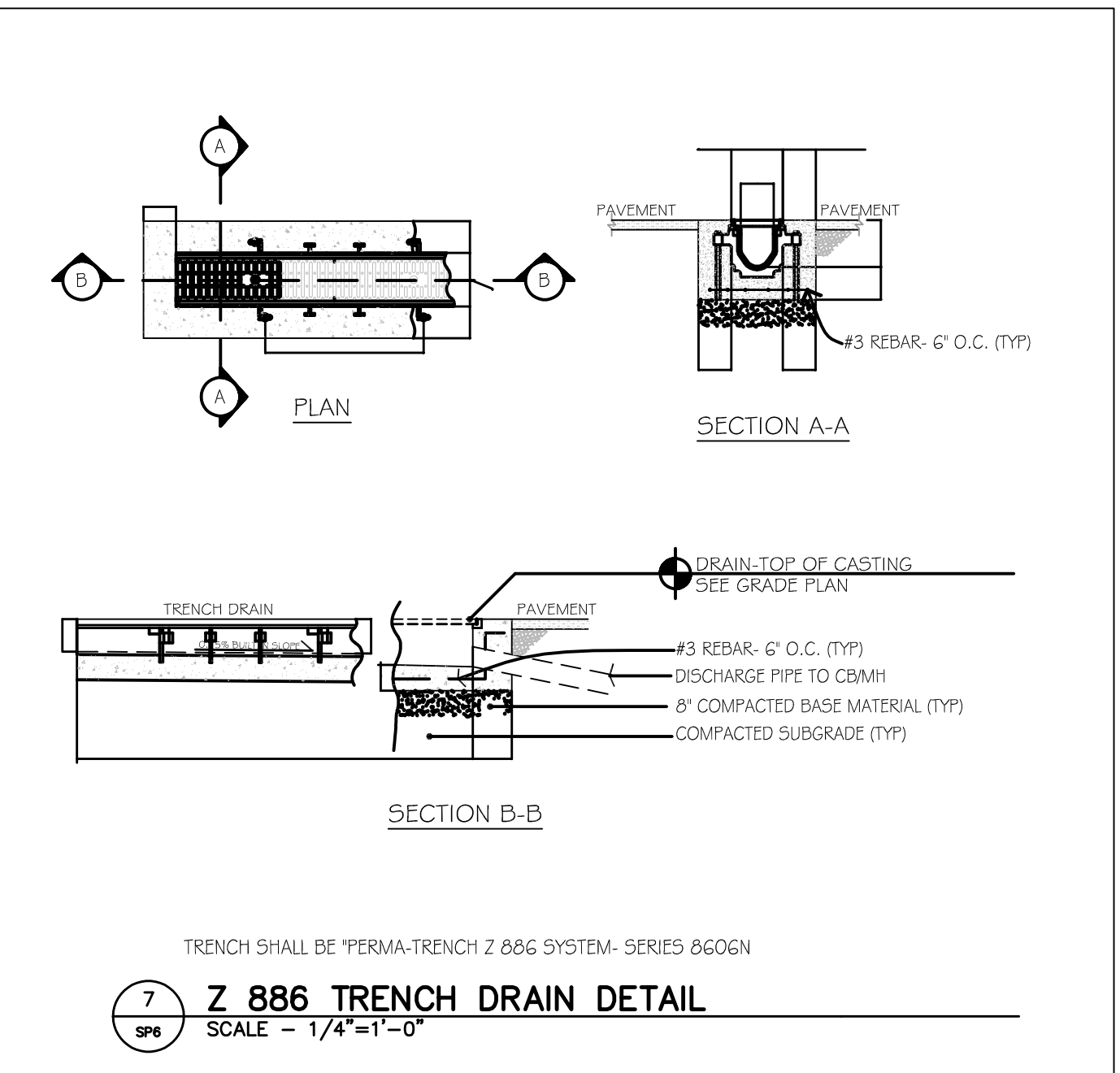
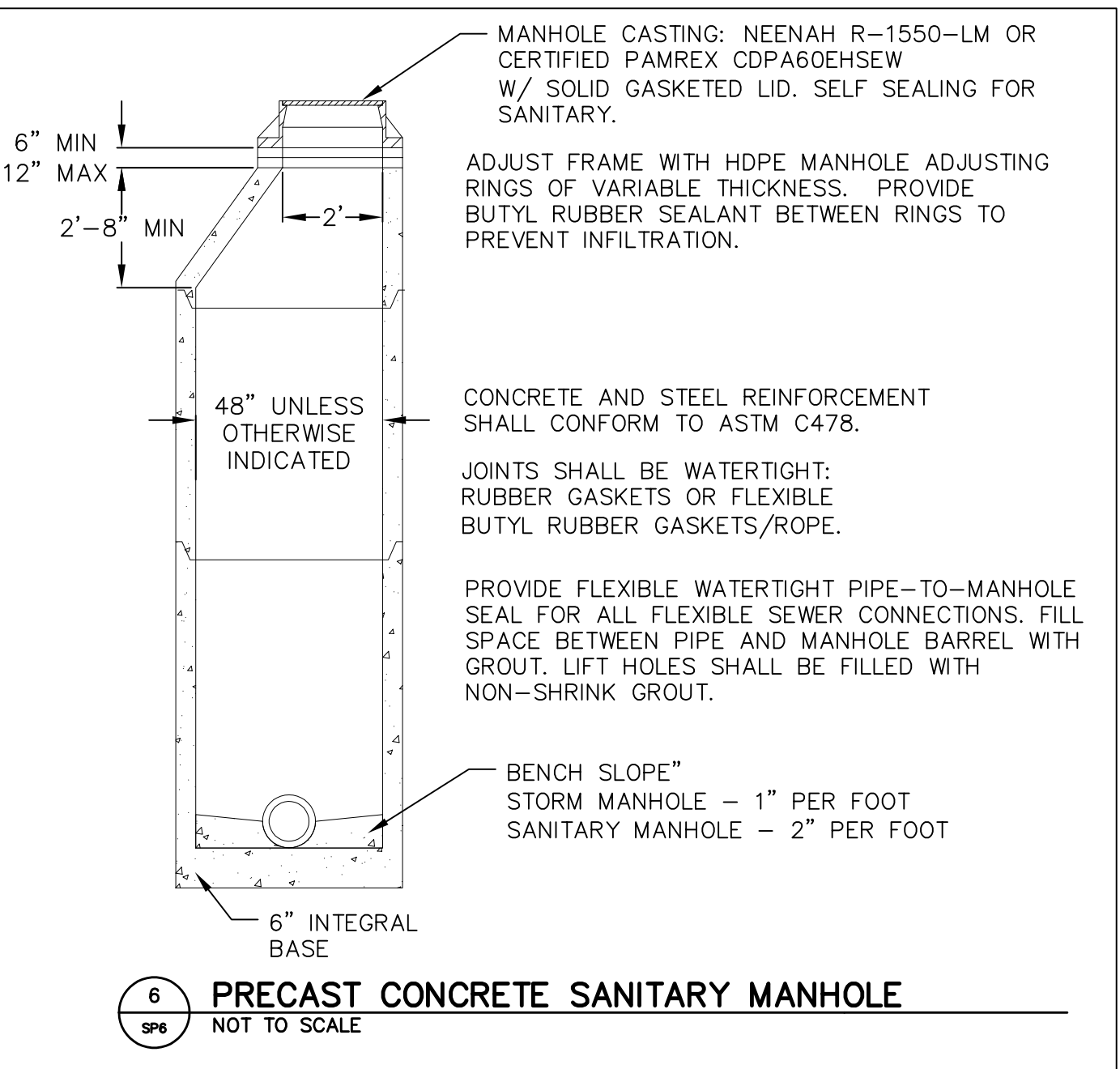
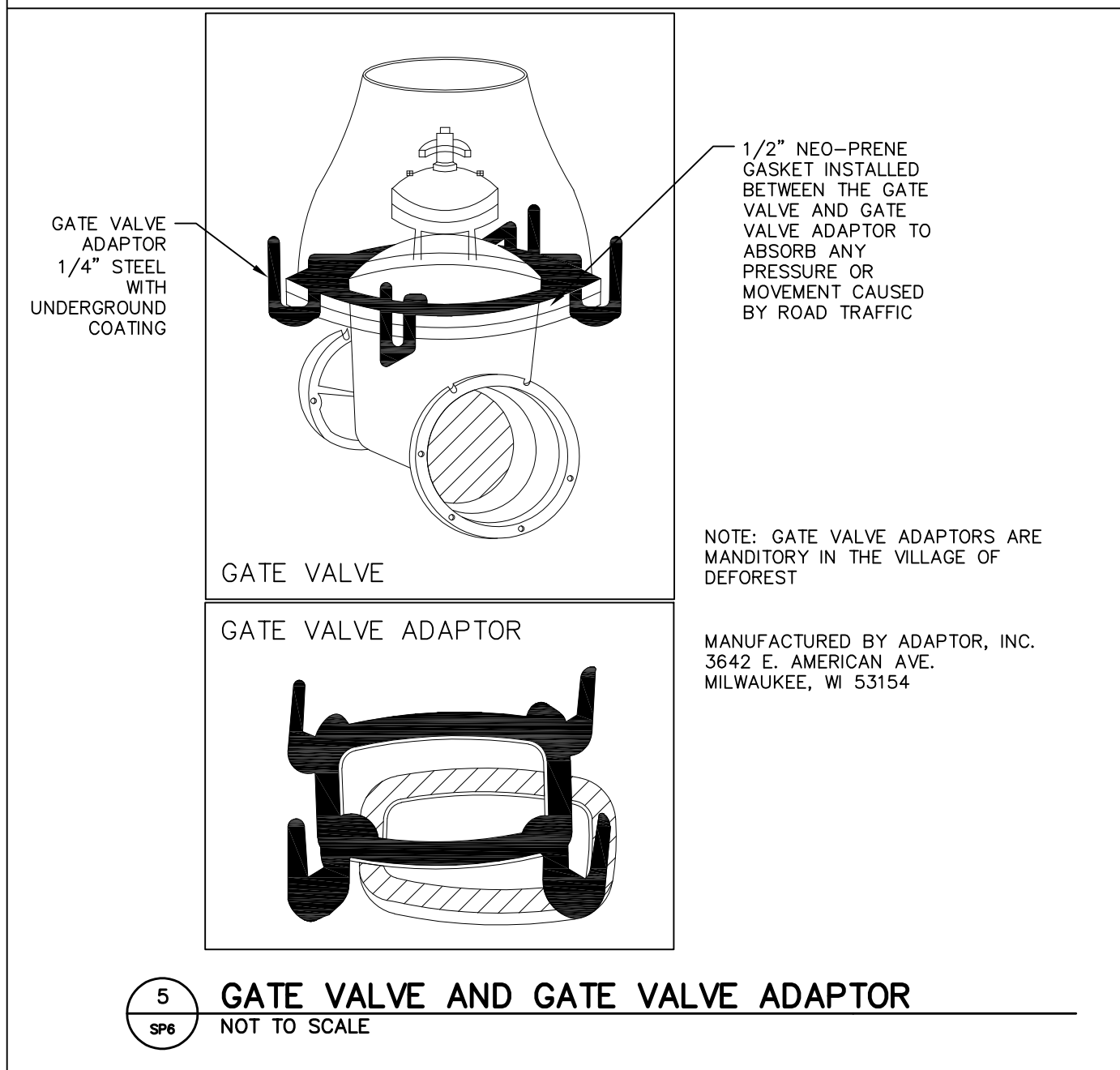
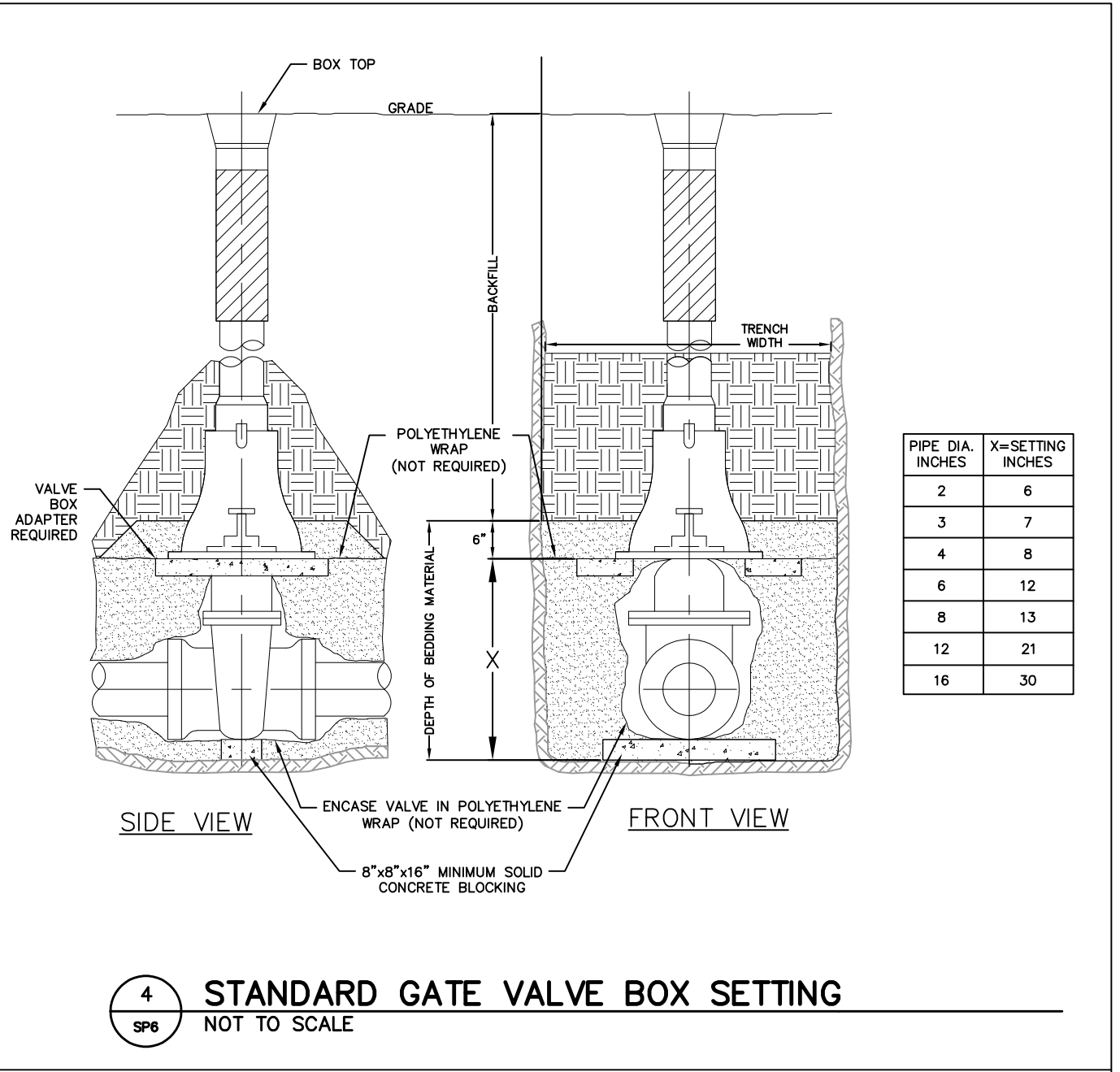
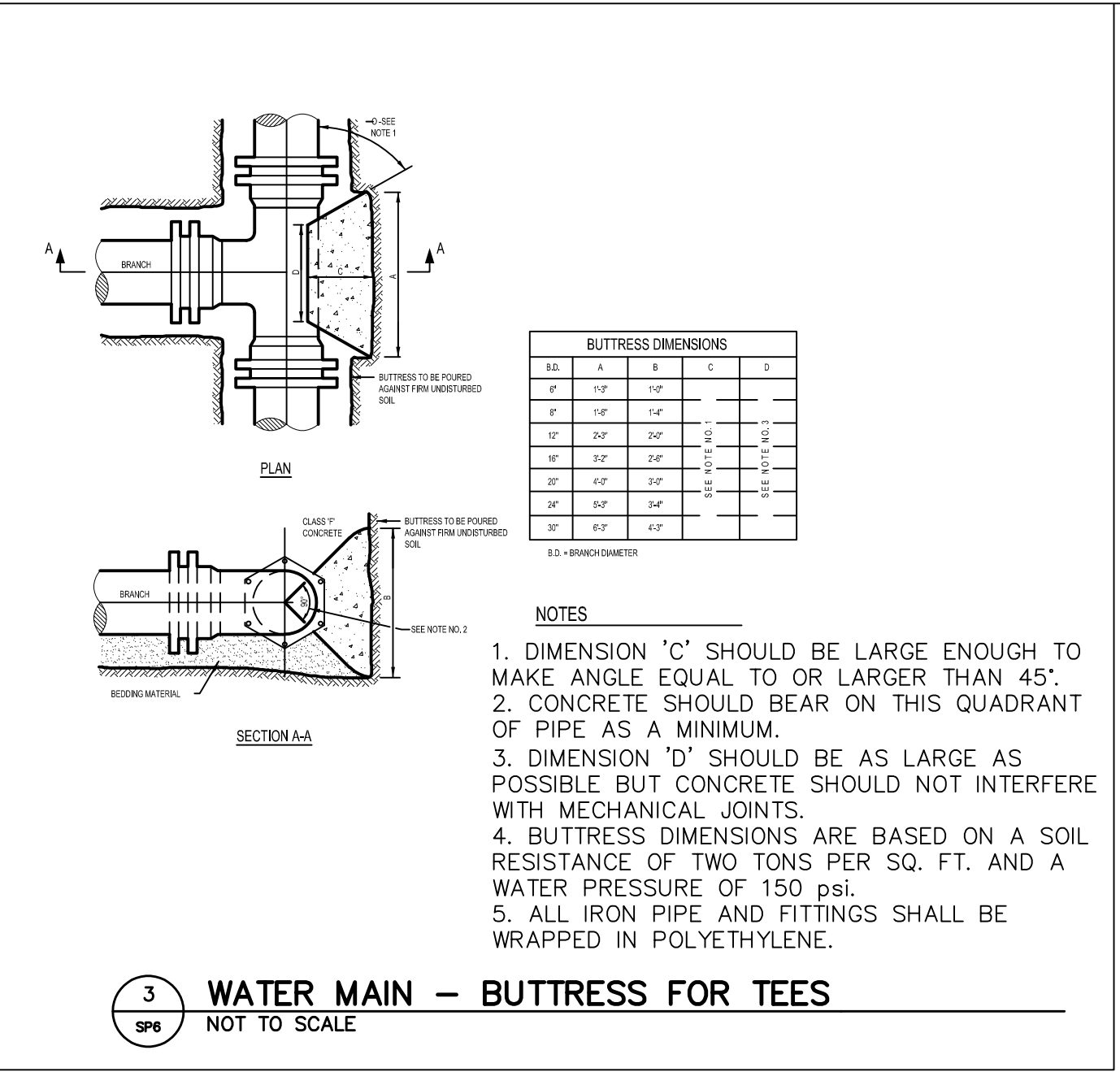
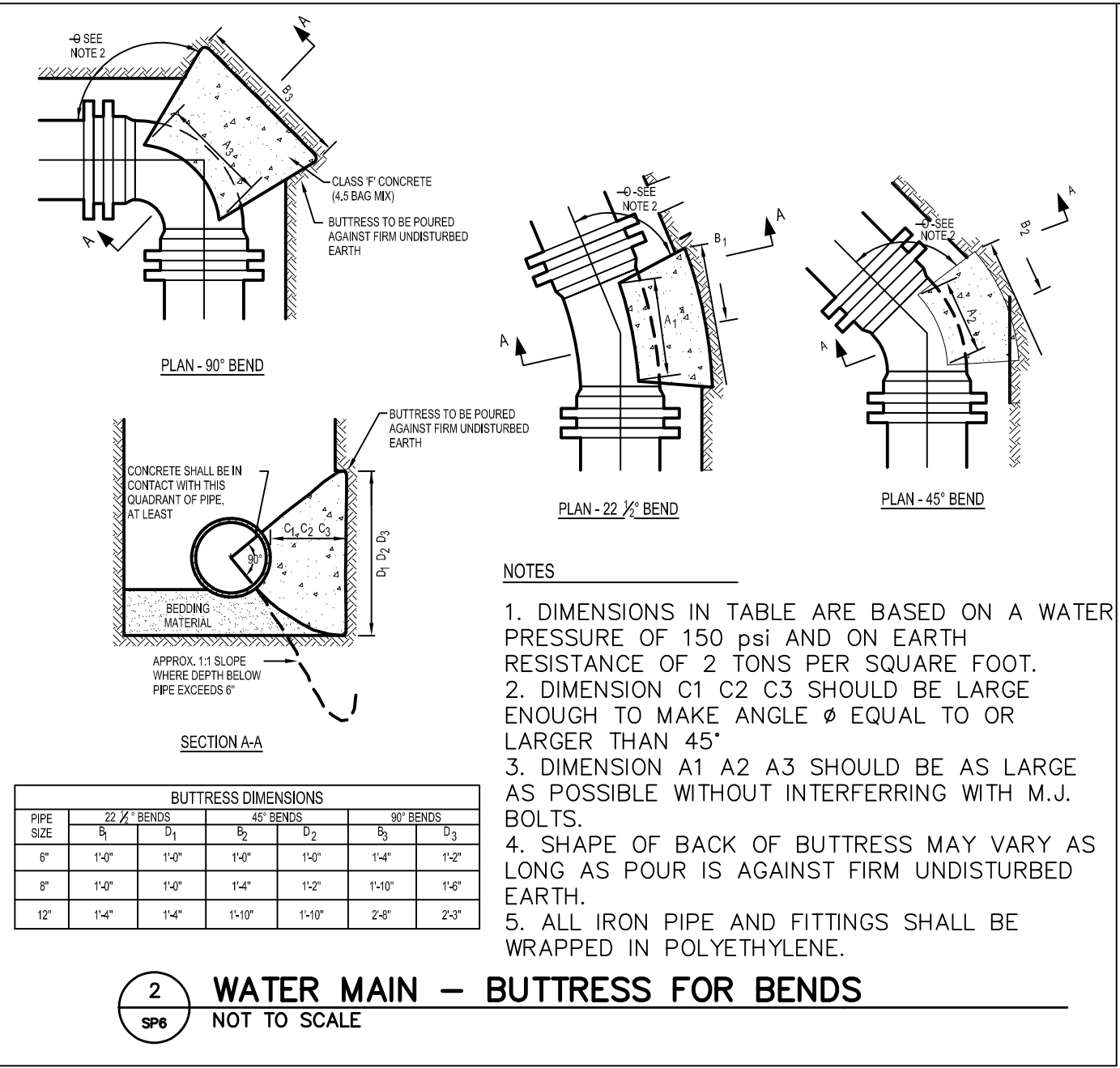
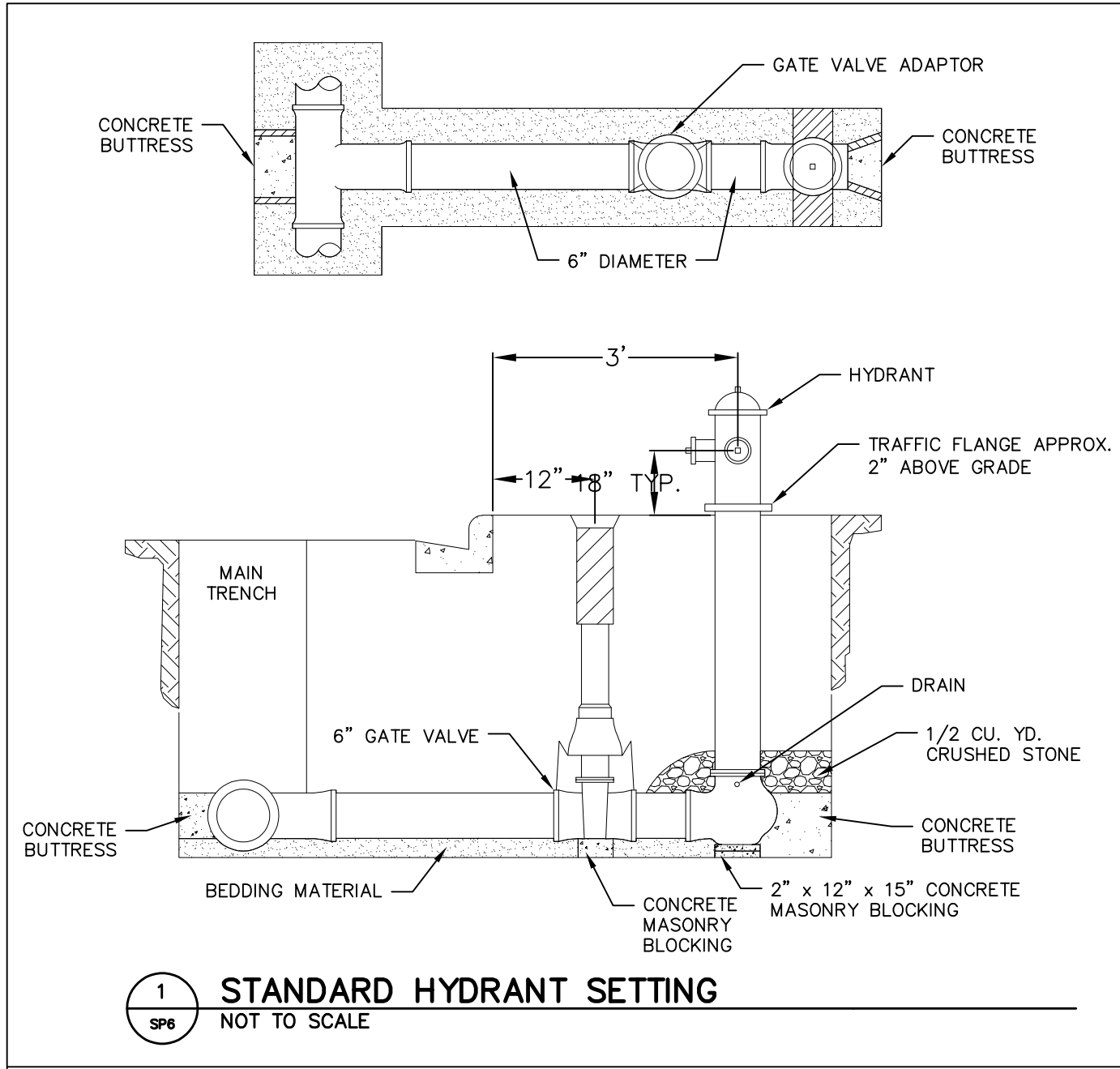
- STORM SEWER PIPE SHALL BE HDPE PIPE (AASHTO 294) WHEN SPECIFIED ON THE PLANS. HDPE PIPE SHALL BE ADS N12 PIPE SOLID WALL PIPE.
- PVC PIPE: USE SOLID–CORE, SDR–35, ASTM D3034 POLYVINYL CHLORIDE (PVC) PIPE FOR DESIGNATED PVC STORM SEWER SERVICES 4 TO 15–INCHES IN DIAMETER. USE SOLID–CORE, SDR–35, ASTM F679 POLYVINYL CHLORIDE (PVC) PIPE FOR DESIGNATED PVC STORM SEWER SERVICES 18 TO 27–INCHES IN DIAMETER. JOINTS FOR ALL STORM SEWER SHALL HAVE PUSH–ON JOINTS WITH ELASTOMERIC GASKETS. USE OF SOLVENT CEMENT JOINTS IS ALLOWED FOR BUILDING SERVICES. SOLVENT CEMENT JOINTS IN PVC PIPE MUST INCLUDE USE OF A PRIMER WHICH IS OF CONTRASTING COLOR TO THE PIPE AND CEMENT. PIPE WITH SOLVENT CEMENT JOINTS SHALL BE JOINED WITH PVC CEMENT CONFORMING TO ASTM D2564. LAY ALL PVC PIPE ON A CONTINUOUS GRANULAR BED. INSTALLATION MUST COMPLY WITH ASTM D2321.
- CLEAN OUT ALL EXISTING AND PROPOSED STORM INLETS AND CATCH BASINS AT THE COMPLETION OF CONSTRUCTION.
- THE MINIMUM DEPTH OF COVER FOR BUILDING AND CANOPY ROOF DRAIN LEADERS WITHOUT INSULATION IS 5 FEET. INSULATE ROOF DRAIN LEADERS AT LOCATIONS WHERE THE DEPTH OF COVER IS LESS THAN 5 FEET. PROVIDE A MINIMUM INSULATION THICKNESS OF 2 INCHES. THE INSULATION MUST BE AT LEAST 4 FEET WIDE AND CENTERED ON THE PIPE. INSTALL THE INSULATION BOARDS 6 INCHES ABOVE THE TOPS OF THE PIPES ON MECHANICALLY COMPACTED AND LEVELED PIPE BEDDING MATERIAL. USE HIGH DENSITY, CLOSED CELL, RIGID BOARD MATERIAL EQUIVALENT TO DOW STYROFOAM HI–40 PLASTIC FOAM INSULATION.
- CLEANOUTS: INSTALL CLEANOUTS ON ALL ROOF DRAINS IN ACCORDANCE WITH S.P.S 382.35 (3)(C)(1.). THE DISTANCE BETWEEN CLEANOUTS IN HORIZONTAL PIPING SHALL NOT EXCEED 100 FEET FOR PIPES 10–INCHES AND UNDER IN SIZE. CLEANOUTS SHALL BE OF THE SAME NOMINAL SIZE AS THE PIPES THEY SERVE. INSTALL A METER BOX FRAME AND SOLID LID (NEENAH R–1914–A, OR APPROVED EQUAL) OVER ALL CLEANOUTS.
- FITTINGS: PROVIDE DIRECTIONAL FITTINGS FOR THE STORM PIPING AS REQUIRED. ALL CHANGES IN DIRECTION OF FLOW IN DRAIN PIPING SHALL BE MADE BY APPROPRIATE USE OF 45° WYES, LONG OR SHORT SWEEP QUARTER BENDS, OR OTHER EQUIVALENT FITTINGS.
- TRACER WIRE: LOCATING REQUIREMENTS – A MEANS TO LOCATE BURIED UNDERGROUND EXTERIOR NON METALLIC SEWERS/MAINS MUST BE PROVIDED WITH TRACER WIRE OR OTHER METHODS IN ORDER TO BE LOCATED IN ACCORD WITH THE PROVISIONS OF THESE CODE SECTIONS AS PER 182.0715(2R) OF THE STATUTES.
- INSTALL DETECTABLE UNDERGROUND MARKING TAPE DIRECTLY ABOVE ALL PVC, POLYETHYLENE, AND OTHER NONCONDUCTIVE UNDERGROUND UTILITIES AT A DEPTH OF 457 MM (18 INCHES) BELOW FINISHED GRADE, UNLESS OTHERWISE INDICATED. BRING THE TAPE TO THE SURFACE AT VARIOUS LOCATIONS IN ORDER TO PROVIDE CONNECTION POINTS FOR LOCATING UNDERGROUND UTILITIES. INSTALL BLUE RHINO TRIVIEW FLEX TEST STATIONS, OR APPROVED EQUAL, WITH BLACK CAPS AT EACH SURFACE LOCATION.
- TESTING: TEST ALL PORTIONS OF STORM SEWER THAT ARE WITHIN 10 FEET OF BUILDINGS, WITHIN 10 FEET OF BURIED WATER, LINES, WITHIN 50 FEET OF WATER WELLS, OR THAT PASS THROUGH SOIL OR WATER IDENTIFIED AS BEING CONTAMINATED. TEST ALL FLEXIBLE STORM SEWER LINES FOR DEFLECTION AFTER THE SEWER LINE HAS BEEN INSTALLED AND BACKFILL HAS BEEN IN PLACE FOR AT LEAST 30 DAYS. NO PIPE SHALL EXCEED A DEFLECTION OF 5%. IF THE TEST FAILS, MAKE NECESSARY REPAIRS AND RETEST.
- INSTALL ALL PIPE WITH THE ASTM IDENTIFICATION NUMBERS ON THE TOP FOR INSPECTION. COMMENCE PIPE LAYING AT THE LOWEST POINT IN THE PROPOSED SEWER LINE. LAY THE PIPE WITH THE BELL END OR RECEIVING GROOVE END OF THE PIPE POINTING UPGRADE. WHEN CONNECTING TO AN EXISTING PIPE, UNCOVER THE EXISTING PIPE IN ORDER TO ALLOW ANY ADJUSTMENTS IN THE PROPOSED LINE AND GRADE BEFORE LAYING ANY PIPE. DO NOT LAY PIPES IN WATER OR WHEN THE TRENCH CONDITIONS ARE UNSUITABLE FOR SUCH WORK.
- ALL JOINTS AND CONNECTIONS TO CATCHBASINS OR MANHOLES SHALL BE WATERTIGHT. USE RESILIENT RUBBER SEALS, WATERSTOP GASKETS, OR APPROVED EQUAL. CEMENT MORTAR JOINTS ARE NOT ALLOWED.
- UNLESS OTHERWISE INDICATED, USE REINFORCED, PRECAST, CONCRETE MAINTENANCE HOLES AND CATCHBASINS CONFORMING TO ASTM C478, FURNISHED WITH WATER STOP RUBBER GASKETS AND PRECAST BASES. JOINTS FOR ALL PRECAST MAINTENANCE HOLE SECTIONS SHALL HAVE CONFINED, RUBBER “O”–RING GASKETS IN ACCORDANCE WITH ASTM C923. THE INSIDE BARREL DIAMETER SHALL NOT BE LESS THAN 48 INCHES.
- SITE CONTRACTOR TO COORDINATE WITH BUILDING CONTRACTOR FOR ALL DOWNSPOUT AND ROOF DRAIN CONNECTIONS. ADJUST CONNECTIONS AS REQUIRED.



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UTILITY NOTES	CONVENIENCE STORE #838	VIKING DRIVE & MAIN STREET REEDSBURG, WI
#	DATE	DESCRIPTION
—	—	—
—	—	—
—	—	—
—	—	—
—	—	—
DRAWN BY		IGRE
SCALE		AS SHOWN
PROJ. NO.		210374
DATE		2022-04-19
SHEET		SP4.1



Kwik TRIP
STORES

Kwik STAR
STORES

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SITE PLAN DETAILS

CONVENIENCE STORE #838

**VIKING DRIVE & MAIN STREET
REEDSBURG, WI**

#	DATE	DESCRIPTION

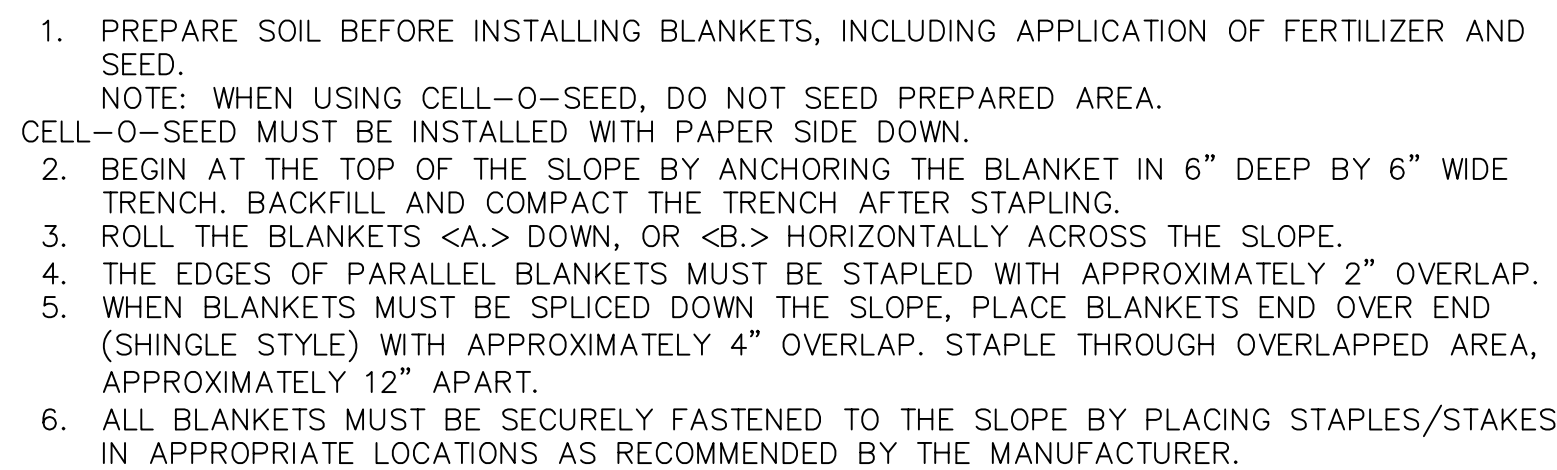
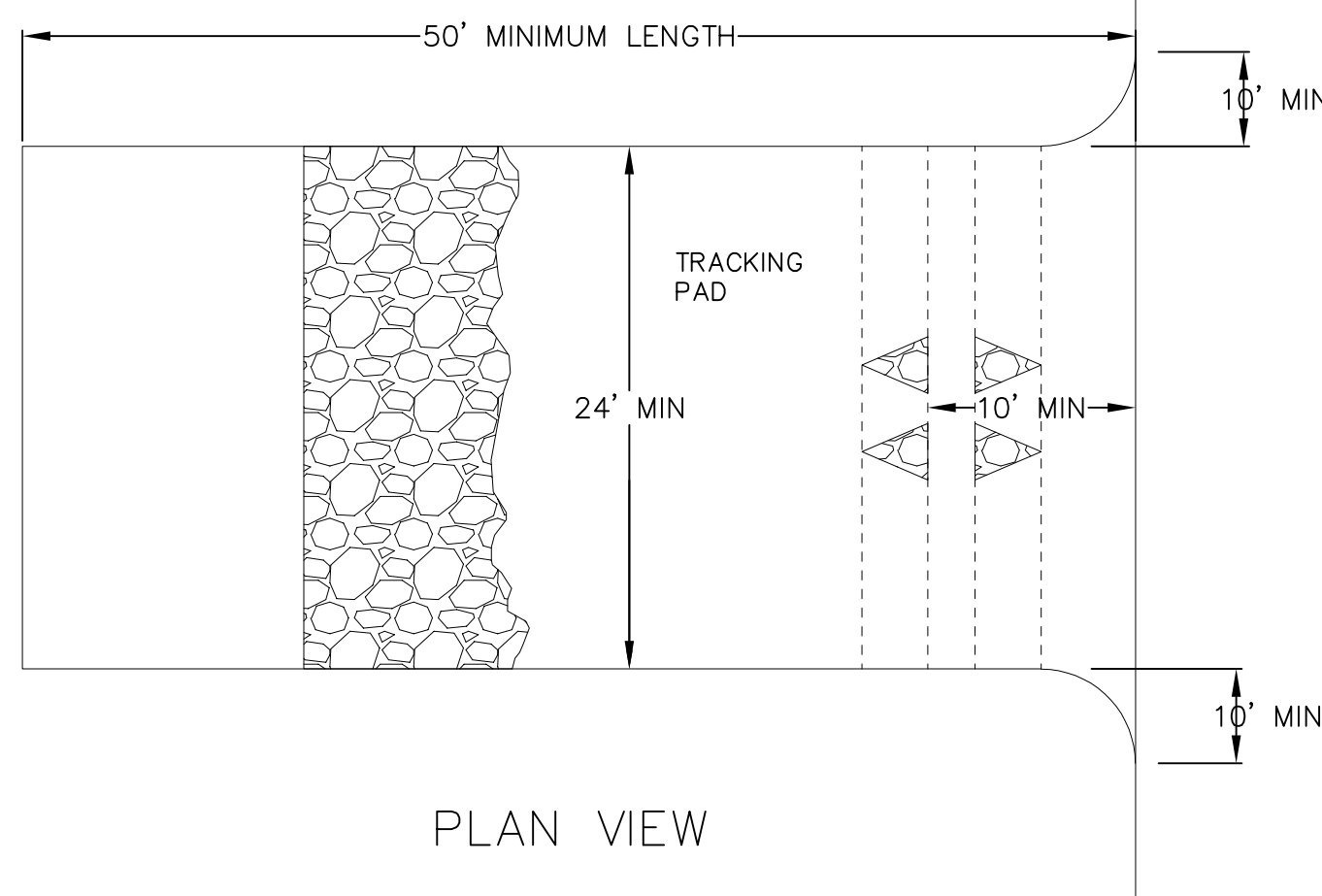
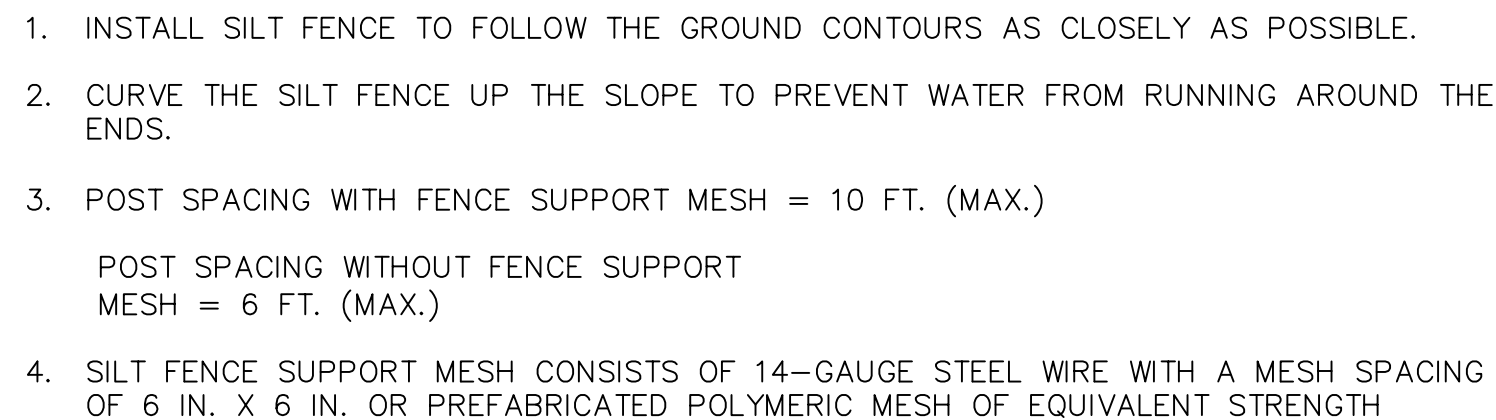
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PROJ. NO.: 210374
DATE: 2022-04-19
SHEET: **SP6**



TANK LAYOUT DIAGRAM

TOP OF TANKS



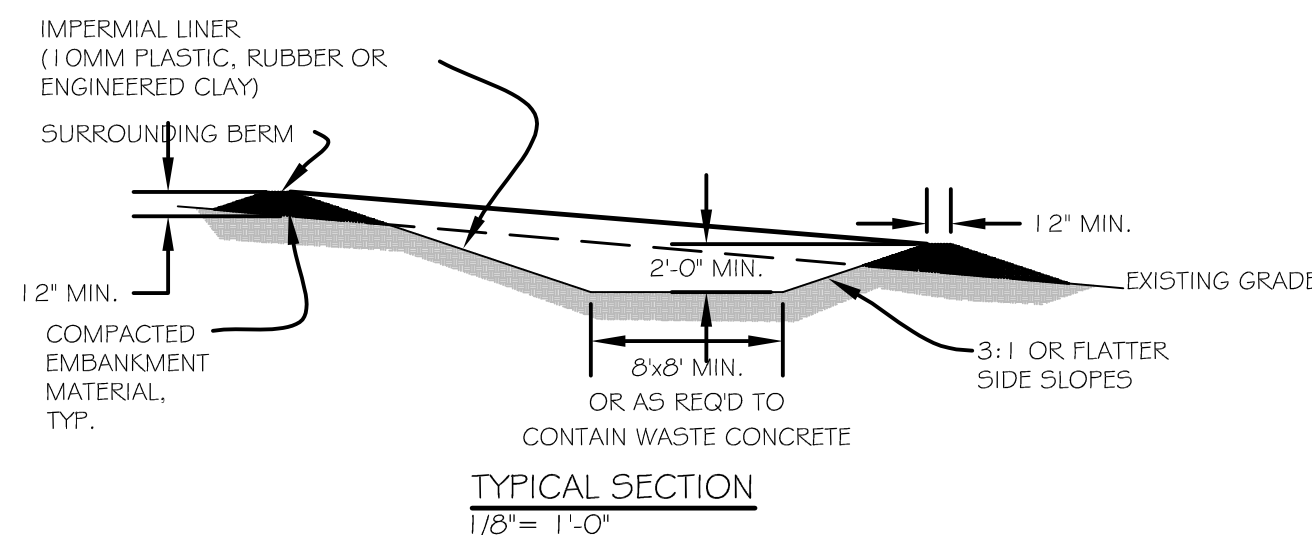
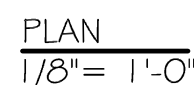


SILT FENCE
NOT TO SCALE



NEENAH CASTING	INLET TYPE	GRATE SIZE	OPENING SIZE	ADS P/N
1040/1642/1733	ROUND	26	24	62MRDFX
3067 W/FLAP	CURB BOX	35.25 X 17.75	33.0 X 15.0	62LCBEXTFX
3067 EXTENDED BACK	CURB BOX	35.25 X 17.75	33.0 X 15.0	62LCBEXTFX
3264A	CURB BOX	35.75 X 23.875	33.5 X 21.0	62LCBFX
3030	SQUARE/RECT	23 X 16	20.5 X 13.5	62MCBFX
3067-C	SQUARE/RECT	35.25 X 17.75	33 X 15	62LSQFX

FRAMED INLET PROTECTION
NOT TO SCALE

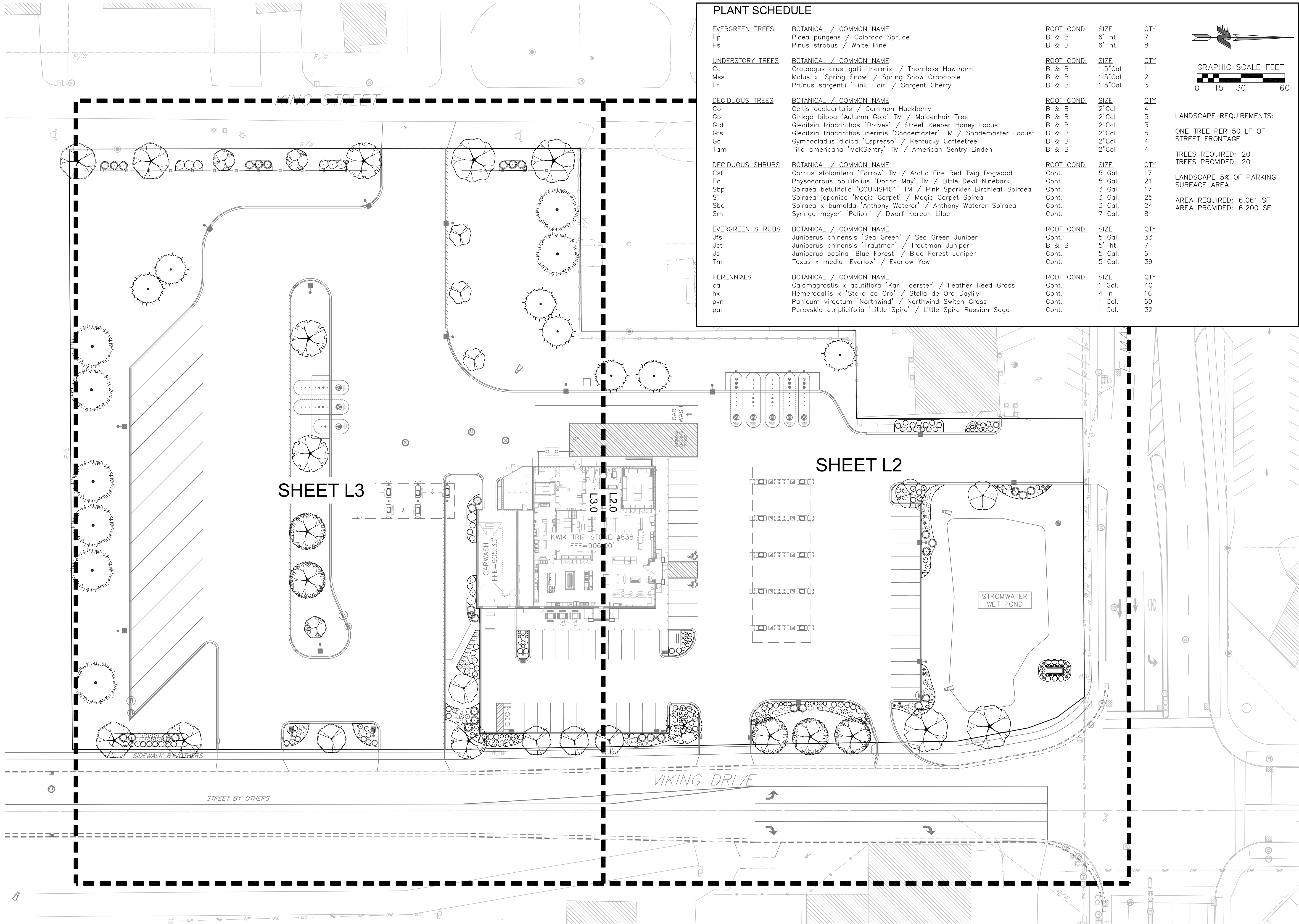


6. THE CONCRETE WASHOUT AREA SHALL BE REPAIRED AND ENLARGED OR CLEANED OUT AS NECESSARY TO MAINTAIN CAPACITY FOR WASTED CONCRETE
7. AT THE END OF CONSTRUCTION, ALL CONCRETE SHALL BE REMOVED FROM SITE AND DISPOSED OF AT AN APPROVED WASTE SITE.
8. WHEN CONCRETE WASHOUT AREA(S) IS REMOVED, THE DISTURBED AREA SHALL BE STABILIZED PER SITE EROSION CONTROL MEASURES.
9. INSPECT WEEKLY AND DURING AND AFTER ALL STORM EVENTS. CLEAN-OUT OR COVER WASHOUT AREA PRIOR TO PREDICTED STORM EVENTS TO PREVENT OVER-FLOW.

ON-SITE CONCRETE WASHOUT AREA
NOT TO SCALE

VIKING DRIVE & MAIN STREET
REEDSBURG, WI

[illegible]



PLANT SCHEDULE

EVERGREEN TREES

Pp Picea pungens / Colorado Spruce
Ps Pinus strobus / White Pine

ROOT_COND. SIZE QTY
B & B 6' ht. 7
B & B 6' ht. 8

UNDERSTORY TREES

Cc Crataegus crus-galli 'Inermis' / Thornless Hawthorn
Mss Malus x 'Spring Snow' / Spring Snow Crabapple
Pf Prunus sargentii 'Pink Flair' / Sargent Cherry

ROOT_COND. SIZE QTY
B & B 1.5"Cal 1
B & B 1.5"Cal 2
B & B 1.5"Cal 3

DECIDUOUS TREES

Co Celtis occidentalis / Common Hackberry
Gb Ginkgo biloba 'Autumn Gold' TM / Maidenhair Tree
Gtd Gleditsia triacanthos 'Draves' / Street Keeper Honey Locust
Gts Gleditsia triacanthos inermis 'Shademaster' TM / Shademaster Locust
Gd Gymnocladus dioica 'Espresso' / Kentucky Coffeetree
Tam Tilia americana 'McKsentry' TM / American Sentry Linden

ROOT_COND. SIZE QTY
B & B 2"Cal 4
B & B 2"Cal 5
B & B 2"Cal 3
B & B 2"Cal 5
B & B 2"Cal 4
B & B 2"Cal 4

DECIDUOUS SHRUBS

Csf Cornus stolonifera 'Farrow' TM / Arctic Fire Red Twig Dogwood
Po Physocarpus opulifolius 'Donna May' TM / Little Devil Ninebark
Sbp Spiraea betulifolia 'COURISPI01' TM / Pink Sparkler Birchleaf Spiraea
Sj Spiraea japonica 'Magic Carpet' / Magic Carpet Spirea
Sba Spiraea x bumalda 'Anthony Waterer' / Anthony Waterer Spiraea
Sm Syringa meyeri 'Palibin' / Dwarf Korean Lilac

ROOT_COND. SIZE QTY
Cont. 5 Gal. 17
Cont. 5 Gal. 21
Cont. 3 Gal. 17
Cont. 3 Gal. 25
Cont. 3 Gal. 24
Cont. 7 Gal. 8

EVERGREEN SHRUBS

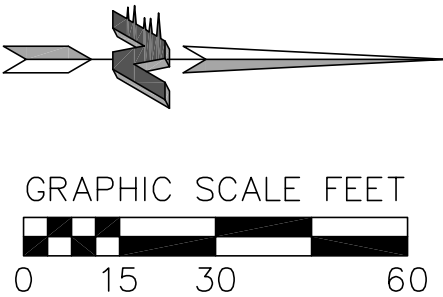
Jfs Juniperus chinensis 'Sea Green' / Sea Green Juniper
Jct Juniperus chinensis 'Trautman' / Trautman Juniper
Js Juniperus sabina 'Blue Forest' / Blue Forest Juniper
Tm Taxus x media 'Everlow' / Everlow Yew

ROOT_COND. SIZE QTY
Cont. 5 Gal. 33
B & B 5' ht. 7
Cont. 5 Gal. 6
Cont. 5 Gal. 39

PERENNIALS

ca Calamagrostis x acutiflora 'Karl Foerster' / Feather Reed Grass
hx Hemerocallis x 'Stella de Oro' / Stella de Oro Daylily
pvn Panicum virgatum 'Northwind' / Northwind Switch Grass
pal Perovskia atriplicifolia 'Little Spire' / Little Spire Russian Sage

ROOT_COND. SIZE QTY
Cont. 1 Gal. 40
Cont. 4 in 16
Cont. 1 Gal. 69
Cont. 1 Gal. 32



LANDSCAPE REQUIREMENTS:

ONE TREE PER 50 LF OF STREET FRONTAGE

TREES REQUIRED: 20
TREES PROVIDED: 20

LANDSCAPE 5% OF PARKING SURFACE AREA

AREA REQUIRED: 6,061 SF
AREA PROVIDED: 6,200 SF

SHEET L2

SHEET L3

STORES

STORES

KWIK TRIP, Inc.
P.O. BOX 2107
1626 OAK STREET
LA CROSSE, WI 54602-2107
PH. (608) 781-8988
FAX (608) 781-8960

planners | engineers | advisors
Phone: (800) 261-3898

OVERALL LANDSCAPE PLAN

CONVENIENCE STORE #838

VIKING DRIVE & MAIN STREET
REEDSBURG, WI

#	DATE	DESCRIPTION

DRAWN BY

SVIN

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AS SHOWN

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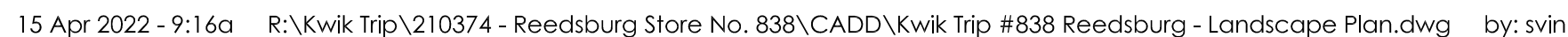
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2022-04-19

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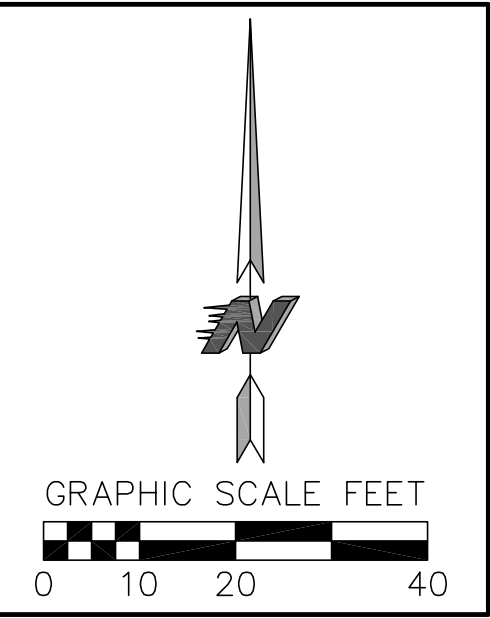


1. ALL DISTURBED AREAS, UNLESS OTHERWISE NOTED, TO BE SEEDED WITH **WI DOT SEED MIX #40** OR EQUIVALENT, PER MANUFACTURER'S SPECIFIED APPLICATION RATES. ALL SEEDED AREAS ARE TO BE WATERED DAILY TO MAINTAIN ADEQUATE SOIL MOISTURE FOR PROPER GERMINATION. AFTER VIGOROUS GROWTH IS ESTABLISHED, APPLY $\frac{1}{2}$ " WATER TWICE WEEKLY UNTIL FINAL ACCEPTANCE.

vierbicher
planners | engineers | advisors

Phone: (800) 261-3898

[illegible]



EVERGREEN TREES

Pp
Ps

UNDERSTORY TREES

Cc
Mss
Pf

DECIDUOUS TREES

Co
Gb
Gtd
Gts
Gd
Tam

DECIDUOUS SHRUBS

Cah
Csf
Po
Sbp
Sj
Sba
Sm

EVERGREEN SHRUBS

Ufs
Uct
Us
Tm

PERENNIALS

ca
hx
pvn
pal

PLANT MATERIAL NOTES:

1. ALL PLANTINGS SHALL CONFORM TO QUALITY REQUIREMENTS AS PER ANSI Z60.1.
2. ALL PLANT MATERIAL SHALL BE TRUE TO SPECIES, VARIETY AND SIZE SPECIFIED, NURSERY GROWN IN ACCORDANCE WITH GOOD HORTICULTURAL PRACTICES, AND UNDER CLIMATIC CONDITIONS SIMILAR TO THOSE OF THE PROJECT SITE.
3. CONTACT LANDSCAPE ARCHITECT, IN WRITING, TO REQUEST ANY PLANT MATERIAL SUBSTITUTIONS DUE TO AVAILABILITY ISSUES.
4. ALL PLANTS SHALL BE GUARANTEED TO BE IN HEALTHY AND FLOURISHING CONDITION DURING THE GROWING SEASON FOLLOWING INSTALLATION. ALL PLANT MATERIAL SHALL BE GUARANTEED FOR ONE YEAR FROM THE TIME OF INSTALLATION.

LANDSCAPE MATERIAL NOTES:

1. CONTRACTOR SHALL PROVIDE A SUITABLE AMENDED TOPSOIL BLEND FOR ALL PLANTING AREAS WHERE SOIL CONDITIONS ARE UNSUITABLE FOR PLANT GROWTH. TOPSOIL SHALL CONFORM TO QUALITY REQUIREMENTS AS PER SECTION 625.21(1) OF THE "STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION." PROVIDE A MINIMUM OF 18" OF TOPSOIL IN ALL PLANTING AREAS AND 6" OF TOPSOIL IN AREAS TO BE SEEDED/SODDED.
2. LANDSCAPE BEDS TO BE MULCHED WITH UNDYED SHREDDED HARDWOOD BARK MULCH TO 3" DEPTH MIN. AND EDGED WITH COMMERCIAL GRADE ALUMINUM LANDSCAPE EDGING, PERMALOC CLEANLINE $\frac{3}{16}$ "X4" OR EQUAL, COLOR BLACK ANODIZED.
3. ALL TREES AND/OR SHRUBS PLANTED IN LAWN AREAS TO BE INSTALLED WITH A 5' DIAMETER MULCH RING AND SHOVEL CUT EDGE. A PRE-EMERGENT GRANULAR HERBICIDE WEED-PREVENTER SHOULD BE MIXED WITH MULCH AS WELL AS TOPICALLY APPLIED TO TREE RING.

SEEDING NOTES:

11. ALL DISTURBED AREAS, UNLESS OTHERWISE NOTED, TO BE SEEDED WITH **WI DOT SEED MIX #40** OR EQUIVALENT, PER MANUFACTURER'S SPECIFIED APPLICATION RATES. ALL SEEDED AREAS ARE TO BE WATERED DAILY TO MAINTAIN ADEQUATE SOIL MOISTURE FOR PROPER GERMINATION. AFTER VIGOROUS GROWTH IS ESTABLISHED, APPLY $\frac{1}{2}$ " WATER TWICE WEEKLY UNTIL FINAL ACCEPTANCE.

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SCALE	AS SHOWN	
PROJ. NO.	210374	
DATE	2022-04-19	
SHEET	E1	

GRAEF
275 West Wisconsin Avenue, Suite 300
Milwaukee, WI 53203
414 / 259 1500
414 / 259 0037 fax

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Milwaukee, WI 53203
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414 / 259 0037 fax

Typical Abbreviations List

A/C	AIR CONDITIONING	GYP BD	GYPSUM BOARD
ACT	ACOUSTICAL CEILING TILE	H&V	HEATING & VENTILATION
AD	AREA DRAIN	HC	HOLLOW CORE
ADJ	ADJUSTABLE	HM	HOLLOW METAL
AFF	ABOVE FINISHED FLOOR	HO	HOLD OPEN ARM
ALT	ALTERNATE	HR	HOURS
ALUM	ALUMINUM	HYD	HYDRANT
AP	ACCESS PANEL	INSUL	INSULATION
APPROX	APPROXIMATE	INT	INTERIOR
@	AT	JOINT	JOINT
BD	BOARD	JST	JOIST
BRG	BEARING	MBD	MARKER BOARD
BIT	BITUMINOUS	MAS	MASONRY
BLK&B	BLOCKING	MO	MASONRY OPENING
BR	BRICK	MAX	MAXIMUM
BLDG	BUILDING	MECH	MECHANICAL
BM	BEAM	MTL	METAL
B.O.	BOTTOM OF	MIN	MINIMUM
BOTT.	BOTTOM	NIC	NOT IN CONTRACT
BRG	BEARING	NTS	NOT TO SCALE
BTWN.	BETWEEN	OC	ON CENTER
CAB	CABINET	OD	OUTSIDE DIAMETER
CB	CONCRETE BLOCK	OH	OVERHEAD
CIP	CAST-IN-PLACE	PNT	PAINT
CF	CUBIC FEET	PLAS	PLASTER
CFT	CARPET	PLAM	PLASTIC LAMINATE
CLG	CEILING	PL	PLATE
CLK	CAULK	PLBG	PLUMBING
CLR	CLEAR	PLYWD	PLYWOOD
CT	CERAMIC TILE	PCT	PORCELAIN CERAMIC TILE
CTR	CENTER	P/C	PRECAST
CO	CLEAN OUT	P/G TERR	PRECAST TERRAZZO
COL	COLUMN	PREFAB	PREFABRICATED
CONC	CONCRETE	PREFIN	PREFINISHED
CNU	CONCRETE MASONRY UNIT	PT	PRESSURE TREATED
CONT	CONTINUOUS	QT	QUARRY TILE
CONST	CONSTRUCTION	REIN	REINFORCING OR REINFORCEMENT
CONTR	CONTRACTOR	REQD	REQUIRED
CJ	CONTROL JOINT	R	RISERS
COORD	COORDINATE	RD	ROOF DRAIN
CRPT	CARPET	RFG	ROOFING
CY	CUBIC YARD	RFS	ROOM FINISH SCHEDULE
DBL	DOUBLE	RM	ROOM
DET	DETAIL	SCHED	SCHEDULE
DIA	DIAMETER	S	SEALED
DIAG	DIAGONAL	SIM	SIMILAR
DIM	DIMENSION	SG	SOLID CORE
DIST	DISTANCE	S.SURF	SOLID SURFACE
DN	DOWN	SPEC	SPECIFICATION
DRS	DOORS	ST	STAIN
DS	DOWNSPOUT	SS	STAINLESS STEEL
EAC	ELECTRIC WATER CHILLER	STRUCT	STRUCTURE OR STRUCTURAL
ELECT	ELEVATION	SW	SITE WASTE
EL	ELEVATOR	T&B	TACKBOARD
ELEV	ELEVATION	TEMP	TEMPERATURE
EP	EPOXY PAINT	TERR T	TERRAZZO TILE
EQUIP	EQUIPMENT	T&G	TONGUE & GROOVE
EXIST	EXISTING	T/	TOP OF
EPS	EXPANDED POLYSTYRENE	TO	TOILET PARTITION
EXP	EXPOSED	TR	TREADS
EXT	EXTERIOR	TYP	TYPICAL
EIFS	EXTERIOR INSULATION FINISH SYSTEM	UNFIN	UNFINISHED
FIN	FIELD VERIFY	VB	VAPOR BARRIER
FE	FIRE EXTINGUISHER	VCT	VERTICALLY
FL	FLOOR	VNC	VINYL COMPOSITION TILE
FD	FLOOR DRAIN	VB	VINYL WALL COVERING
FTG	FOOTING	WAF	WELDED WIRE FABRIC
FDN	FOUNDATION	WDM	WINDOW
GEN	GENERAL	W	WITH
GC	GENERAL CONTRACTOR	W	WOOD
GL	GLASS OR GLAZING		
GFCMU	GROUND FACE CMU		

SYMBOL LEGEND

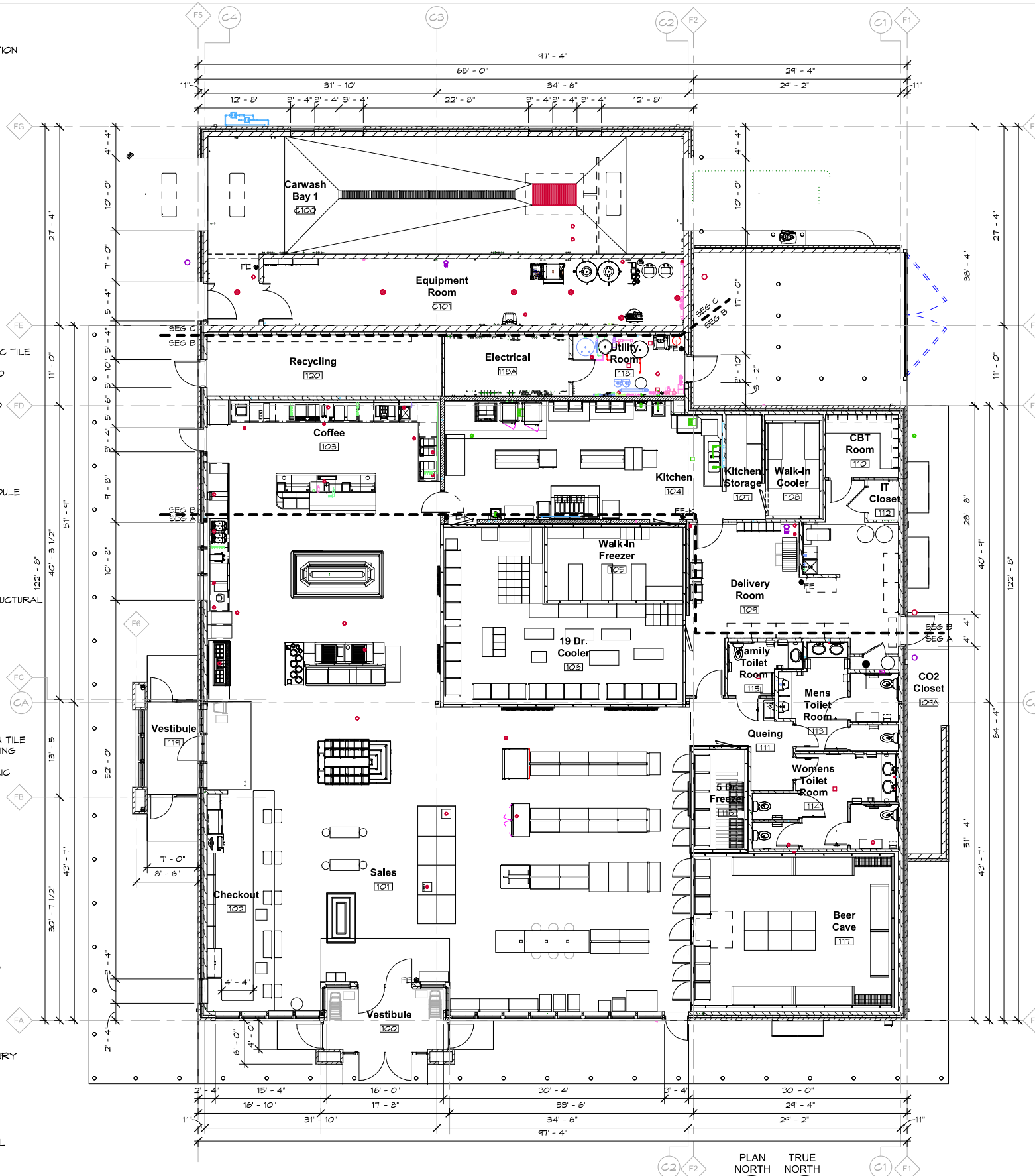
SEG A	MATCH LINE
SEG B	GRID LINE - FACE OF BRICK VENEER & FOUNDATION WALL
F1	GRID LINE - CENTER OF STEEL
CA	GRID LINE - CENTER OF STEEL

Graphic Symbols

Room name	ROOM TAG
1 A101	SECTION CALLOUT
1 A101	ELEVATION CALLOUT
1 A101	DETAIL CALLOUT
1 A101	DOOR NUMBER
CA	CURTAIN WALL TYPE
A1	WALL TYPE
1 A101	VERTICAL WORKING POINT ELEVATION
1 A101	REVISION INDICATOR
1 A101	GRID LINE - CENTER OF STEEL STUD

Material Symbols

EARTH	CONCRETE	CONCRETE MASONRY UNIT	FACE BRICK	SPRAY-FOAM INSULATION	STRUCTURAL STEEL	BATT INSULATION	ROUGH LUMBER	RIGID INSULATION	GYPSUM BOARD	PLYWOOD
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1 Overall Plan
1/8" = 1'-0"

THERMAL ENVELOPE NOTES

RETAIL STORE	
AREA	SYSTEM
COLD ATTIC CEILING:	1. R-49 BLOWN FIBERGLASS WITH 4 MIL POLY VAPOR BARRIER AT GYP. BD. SURFACES. PROVIDE DEPTH MARKERS ON TRUSSES
KNEE WALL AT CEILING:	1. R-27 SPRAY FOAM POLYURETHANE (4") APPLY INTUMESCENT COATING @ ALL EXPOSED AREAS.
EXTERIOR WALLS:	1A. TYPICAL EXTERIOR WALLS: 3" UNFACED POLYISOCYANURATE INSUL. (R18.5) WITH VAPOR BARRIER COATING ON ALL INTERIOR GYP. BD. SURFACES 1B. WALLS AT FREEZER AND COOLER: 3" UNFACED POLYISOCYANURATE INSUL. (R18.5) WITH 5/8" DENS SHIELD, BEAD OF SEALANT AT ALL EDGES. NO ADDITIONAL FINISH OR VAPOR BARRIER. NO TAPE OR PAINT. 2. PACK ALL DOOR AND WINDOW VOIDS. 3. FOAM ALL PENETRATIONS. 4. SEAL ALL VAPOR BARRIER PENETRATIONS (OUTLETS, LIGHT FIXTURES, ETC.) 5. USE VAPOR BARRIER COATING ON ALL INTERIOR DENS SHIELD SURFACES.
INTERIOR WALLS:	1. NO SOUND INSULATION
ROOF:	1. R-35 TAPERED POLYISOCYANURATE (6" MIN) 2 LAYERS W/ STAGGERED JOINTS.
FOUNDATION PERIMETER:	1. R-10 EXTRUDED RIGID INSULATION (2" THICK). SEE SPEC. CONTINUOUS FROM TOP OF FOOTING TO TOP OF FOUNDATION WALL.
HEATED SLAB:	1. R-20 EXTRUDED RIGID INSULATION (4" THICK) SEE SPEC. UNDERSLAB RADIANT FLOOR.

AIR BARRIER

- AIR & VAPOR BARRIER SPRAY @ ALL EXTERIOR WALLS. SEE SPEC & DETAIL
- AIR BARRIER AT KNEE WALL WITHIN TRUSS SPACE, BETWEEN STORE AND ATTIC IS 4" CLOSED CELL SPRAY FOAM OVER GYPSUM BOARD THERMAL BARRIER.
- SEAL ALL UTILITY PENETRATIONS TO AIR BARRIER.
- SEAL ALL WINDOW AND DOOR FRAMES.
- VAPOR BARRIER:
A. GYP. BD. WALLS AND SPRAY FOAM KNEE WALL PAINTED: HALMAN LINSAY 530-1 FOR PERM RATING OF 0.30
B. 4 MIL POLY AT ATTIC CEILING.

FENESTRATION

ZONES 5 & 6	
ALUMINUM WINDOWS:	U = 0.36, SHGC: 0.40
ZONE 7	
ALUMINUM WINDOWS:	U = 0.29, SHGC: 0.45
ALUMINUM DOORS:	U = 0.67, SHGC: 0.35
H.M. INSULATED DOORS:	U = 0.44
ALUMINUM DOORS AND WINDOWS VALUES PER NFRC100 BY TUBELITE FOR T14000 WINDOWS AND NARROW STYLE DOORS.	

THERMAL ENVELOPE NOTES

CAR WASH	
AREA	SYSTEM
COLD ATTIC CEILING:	1. (R-36) BLOWN FIBERGLASS (14") PLUS 2" SPRAY FOAM (R 13.0)
EXTERIOR WALLS:	1. TYPICAL EXTERIOR WALLS: 3" POLYISOCYANURATE INSULATION (R-18.5) AND EPOXY PAINT ON ALL INTERIOR SURFACES. 2. PACK ALL DOOR AND WINDOW VOIDS. 3. FOAM ALL PENETRATIONS. 4. SEAL ALL VAPOR BARRIER PENETRATIONS (OUTLETS, LIGHT FIXTURES, ETC.)
INTERIOR WALLS:	1. NO SOUND INSULATION
COMMON WALLS:	1. (R-20) SPRAY FOAM POLYURETHANE (3"). APPLY INTUMESCENT COATING @ ALL EXPOSED AREAS.
ROOF:	1. AT CENTER FLAT ROOF: TPO MEMBRANE ROOFING SYSTEM FULLY ADHERED OVER A MIN. OF 6" TAPERED POLYISOCYANURATE INSUL. (R-35) OVER VAPOR BARRIER OVER 8" CONC. PLANK 2. AT PERIMETER METAL ROOF: R-25 BLOWN IN INSULATION OVER 2" CLOSED-CELL SPRAY FOAM (R-13) 3. PRECAST DECK - CONCRETE SEALANT.
FOUNDATION PERIMETER:	1. R-10 EXTRUDED RIGID INSULATION (2" THICK). SEE SPEC. CONTINUOUS FROM TOP OF FOOTING TO TOP OF FOUNDATION WALL.

AIR BARRIER

A. CARWASH AIR BARRIER IS EXTERIOR BRICK VENEER.

FENESTRATION

ZONES 5 & 6	
ALUMINUM WINDOWS:	U = 0.36, SHGC: 0.40
ZONE 7	
ALUMINUM WINDOWS:	U = 0.29, SHGC: 0.45
FIBERGLASS REIN. PANEL	U = 0.500
DOOR & FRAME:	
OVERHEAD POLYCARBONATE DOORS: U = .260 (INCLUDES VINYL & AIR FILMS)	

VANTAGE ARCHITECTS INC

Kwik TRIP

Kwik STAR

Kwik TRIP, Inc.
P.O. BOX 2107
1626 OAK STREET
LA CROSSE, WI 54602-2107
PH. (608) 781-8988
FAX (608) 781-8960

La Crosse, WI 54601
750 N. Third Street
Ph (608) 784-2729

PROJECT TITLE:

PROJECT LOCATION:

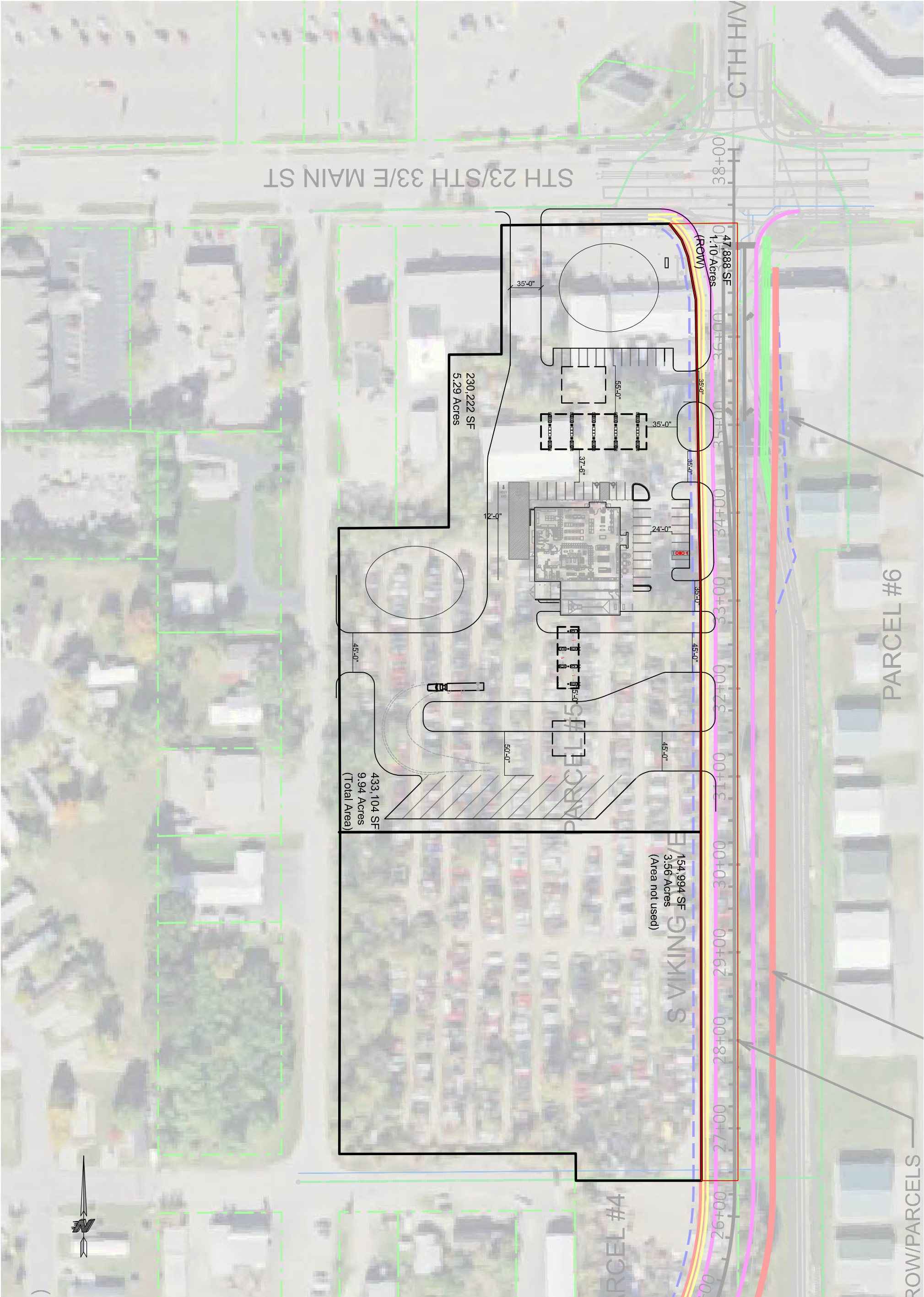
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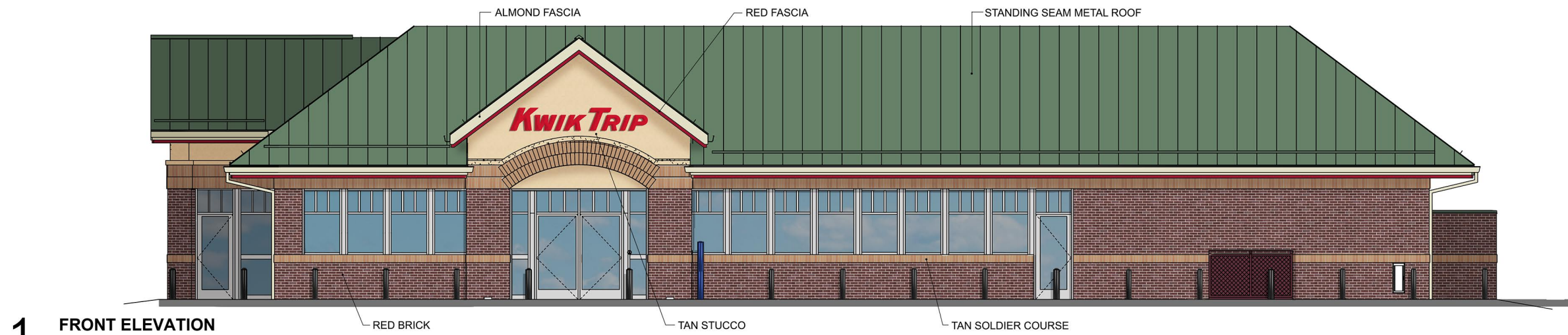
Overall Floor Plan &
Thermal Envelope
Insulation Values & Notes

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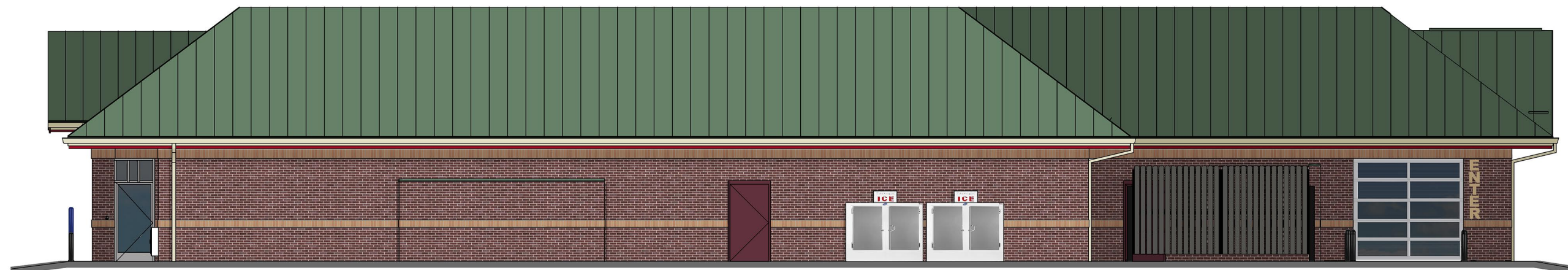
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1 FRONT ELEVATION



2 RIGHT ELEVATION



3 REAR ELEVATION



4 LEFT ELEVATION

KWIK TRIP, Inc.
 P.O. BOX 2107
 1628 OAK STREET
 LA CROSSE, WI 54602-2107
 PH. (608) 781-8988
 FAX (608) 781-8960



FRONT LEFT VIEW



REAR RIGHT VIEW



FRONT RIGHT VIEW



REAR LEFT VIEW



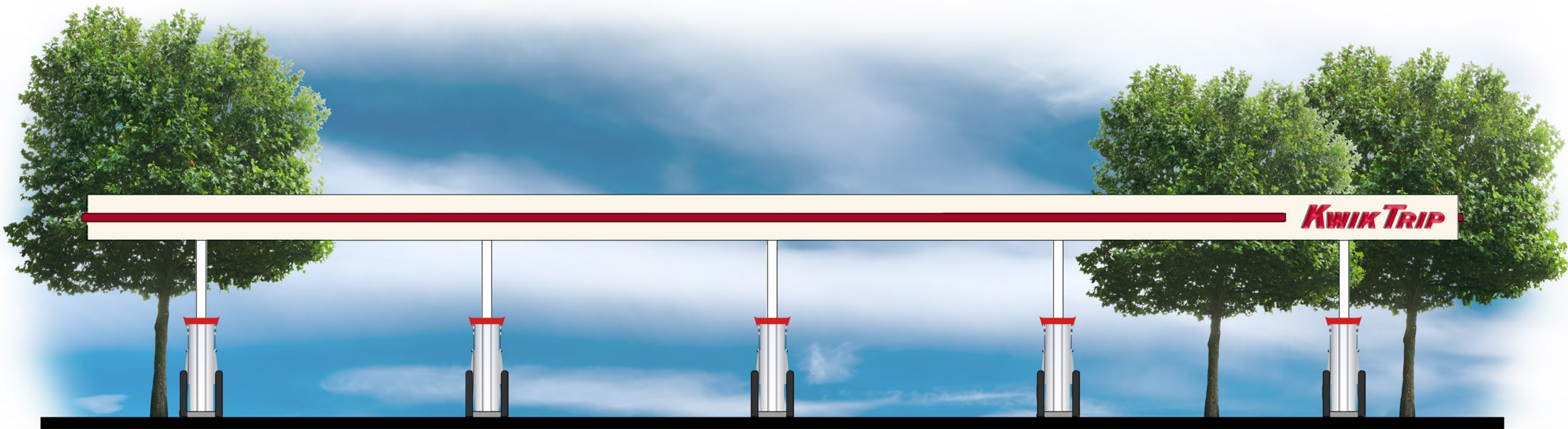
FRONT ELEVATION

Kwik
TRIP

Kwik
STAR

KWIK TRIP, Inc.
 P.O. BOX 2107
 1626 OAK STREET
 LA CROSSE, WI 54602-2107
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EXTERIOR ELEVATIONS
 GEN 3 LEFT HAND with 1 Bay Carwash



***KWIK
TRIP***

***KWIK
STAR***

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10 MPD

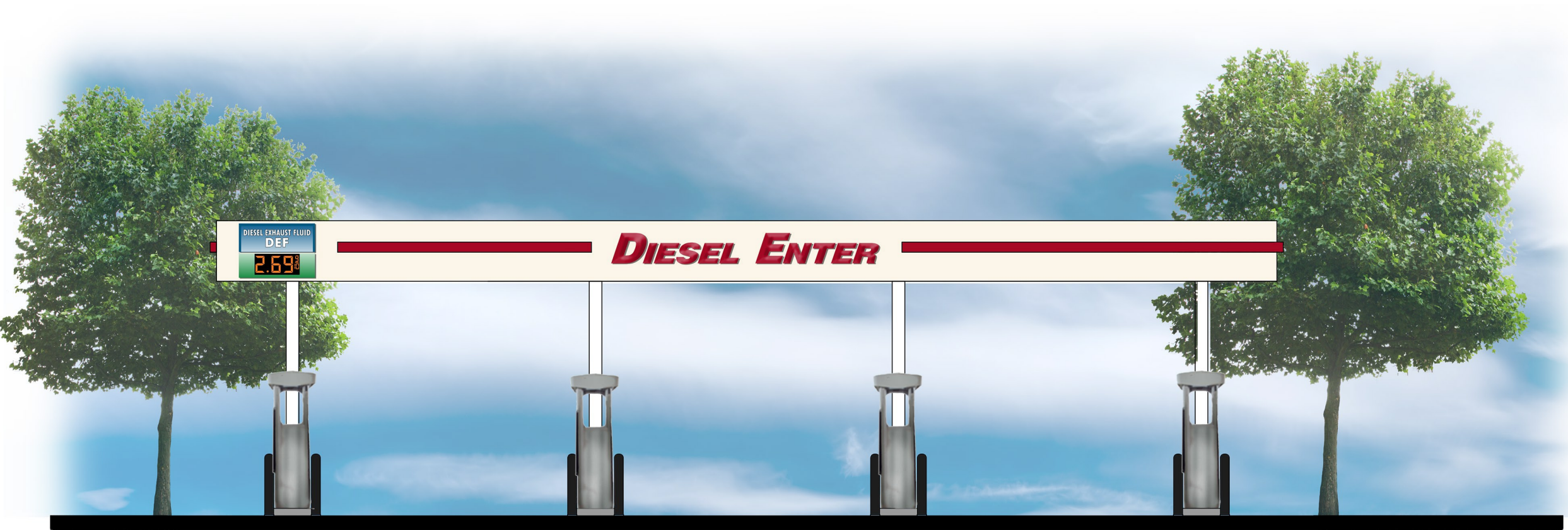


KWIK TRIP

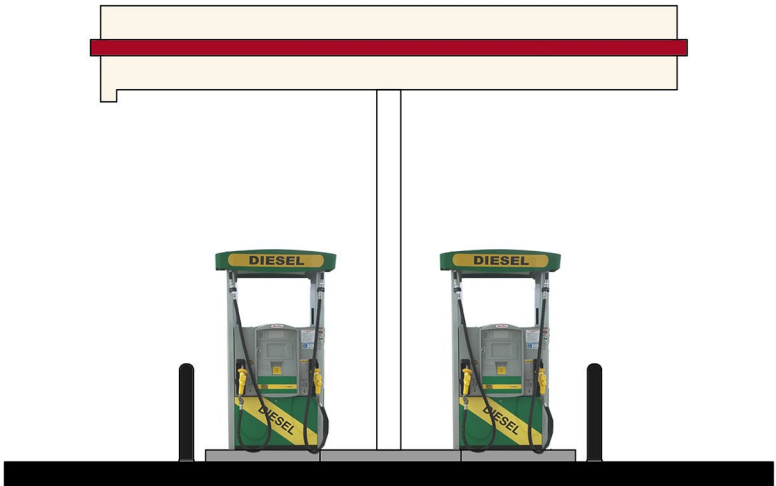
***KWIK
TRIP***

***KWIK
TRIP***

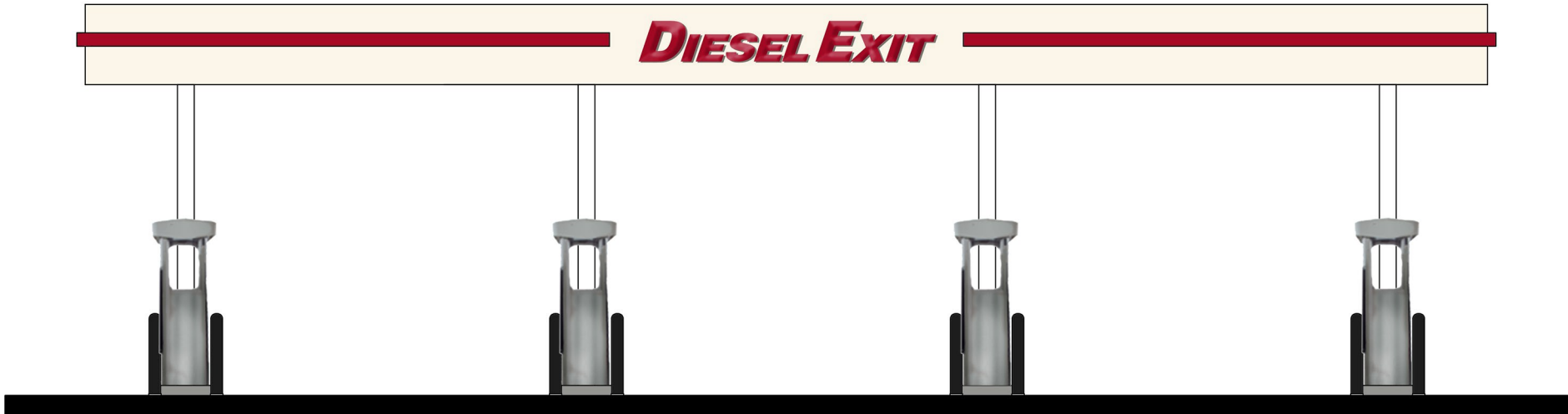
1 FRONT ELEVATION



2 SIDE ELEVATION



3 REAR ELEVATION



**Kwik
TRIP**

**Kwik
STAR**

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3 LANE DIESEL



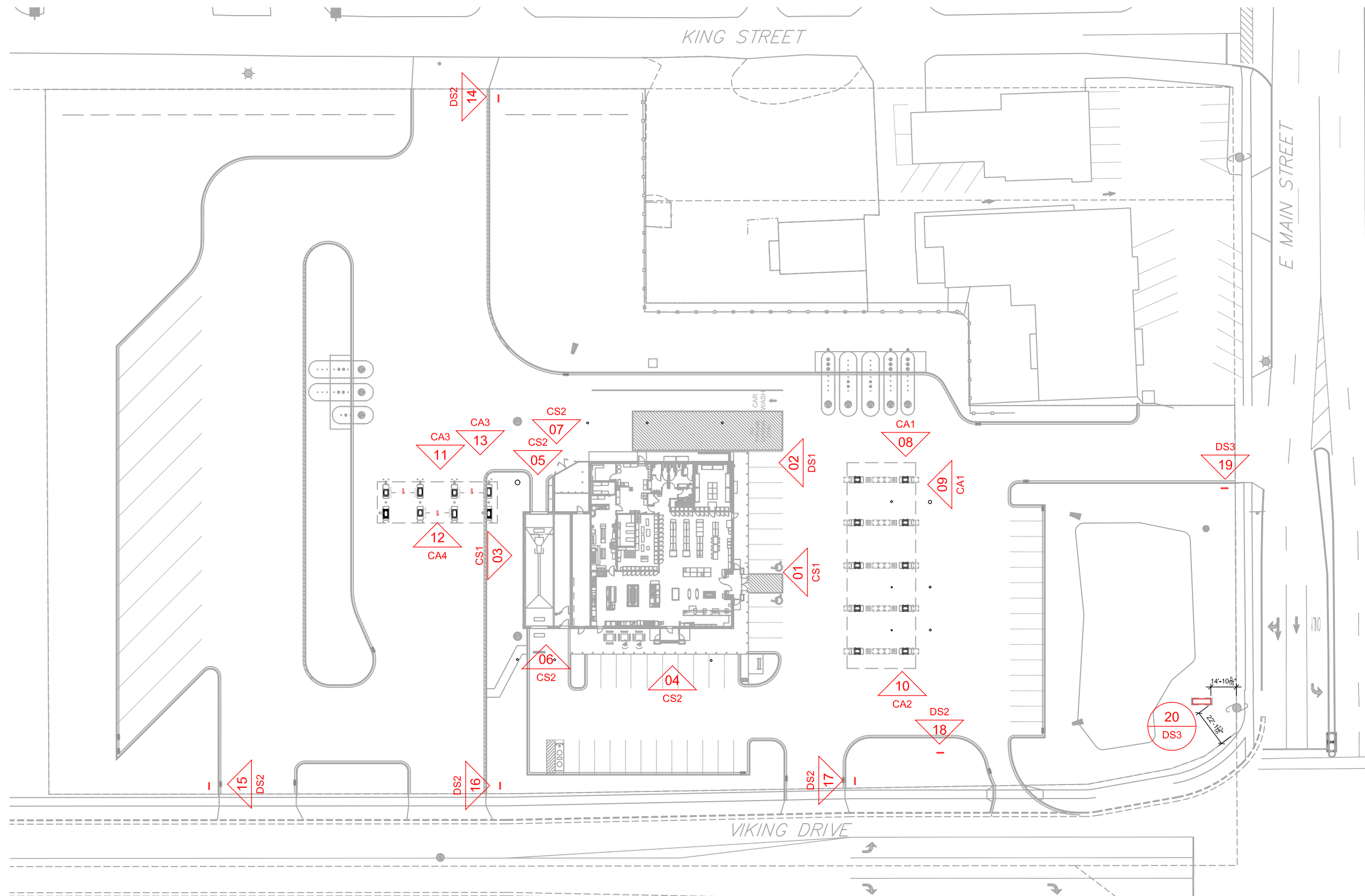
KWIK TRIP, Inc.
P.O. BOX 2107
1626 OAK STREET
LA CROSSE, WI 54602-2107
PH. (608) 781-8988
FAX (608) 781-8960

VIKING STREET & MAIN STREET
REEDSBURG, WI

#	DATE	DESCRIPTION
A	2022-03-28	BKGD UPDATE
DRAWN BY	KMK	
SCALE	MULTIPLE	
PROJ. NO.	0001	
DATE	2022-03-09	
SHEET	SP1	

SP1

Page 59 of 128


$$1'' = 60'-0''$$

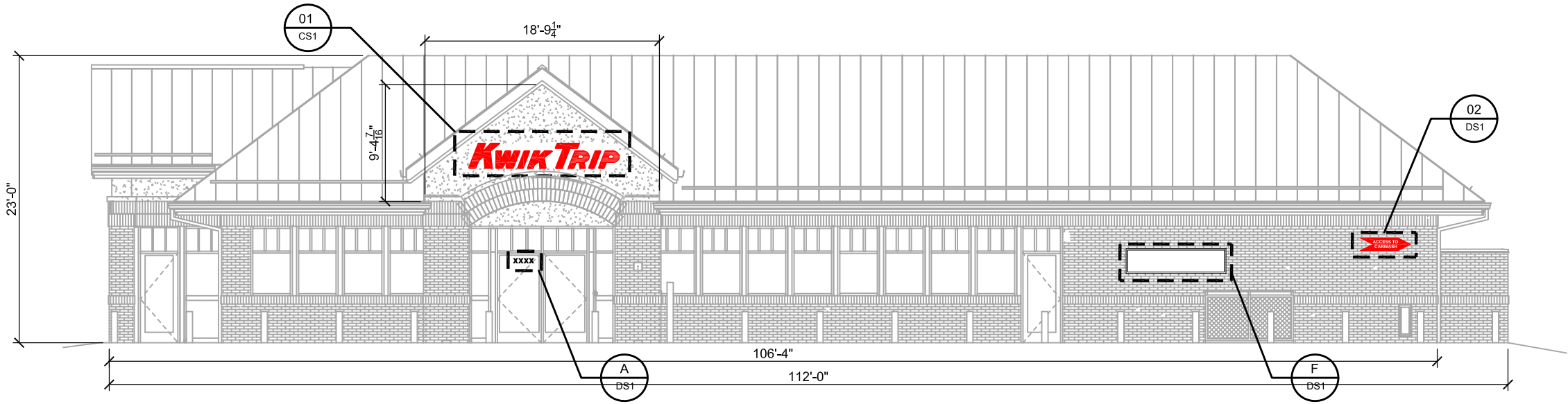
PROPOSED SIGNS:

- #01 24" LED KWIK TRIP BUILDING LETTERS
- #02 CARWASH BUILDING DIRECTIONAL SIGN
- #03 18" LED KWIK TRIP & 24" CARWASH BUILDING LETTERS
- #04 24" LED KWIK TRIP BUILDING LETTERS
- #05 CARWASH ENTER
- #06 CARWASH EXIT
- #07 CARWASH INFORMATIONAL SIGN

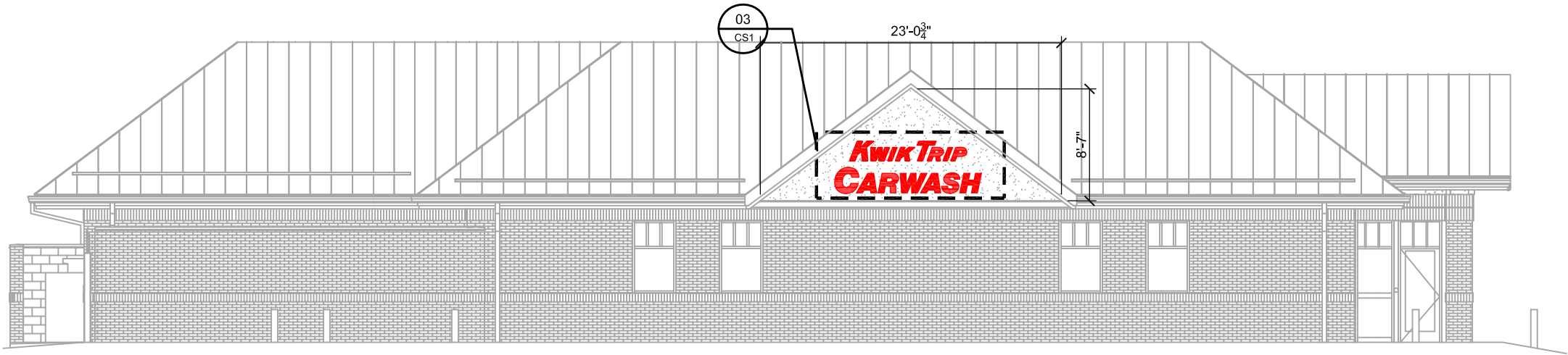
- #08 24" LED KWIK TRIP CANOPY LETTERS
- #09 24" LED KWIK TRIP CANOPY LETTERS
- #10 24" LED KWIK TRIP CANOPY LETTERS
- #11 18" LED DIESEL ENTER CANOPY SIGN
- #12 24" LED DIESEL EXIT CANOPY SIGN
- #13 DEF PRICE SIGN
- #14 DRIVEWAY DIRECTIONAL
- #15 DRIVEWAY DIRECTIONAL
- #16 DRIVEWAY DIRECTIONAL

#17 DRIVEWAY DIRECTIONAL
#18 DRIVEWAY DIRECTIONAL
#19 DRIVEWAY DIRECTIONAL
#20 FREESTANDING PYLON SIGN





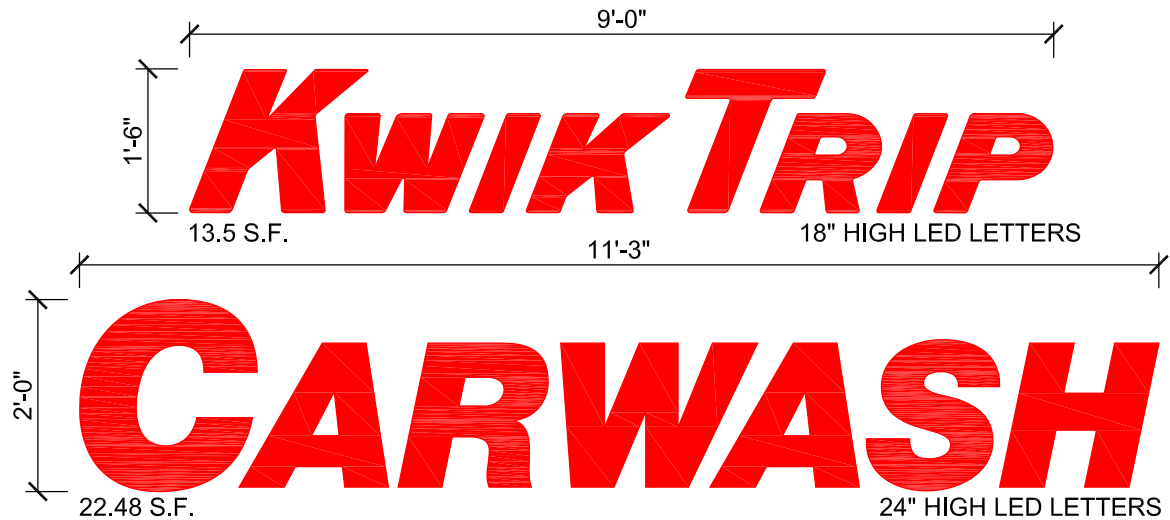
STORE ELEVATION
SCALE: 3/32" = 1'-0"



STORE ELEVATION
SCALE: 3/32" = 1'-0"



LOGO DETAIL - SIGN #01
SCALE: 1/2" = 1'-0"



LOGO DETAIL - SIGN #03
SCALE: 1/2" = 1'-0"

**Kwik
Trip**

**Kwik
Star**

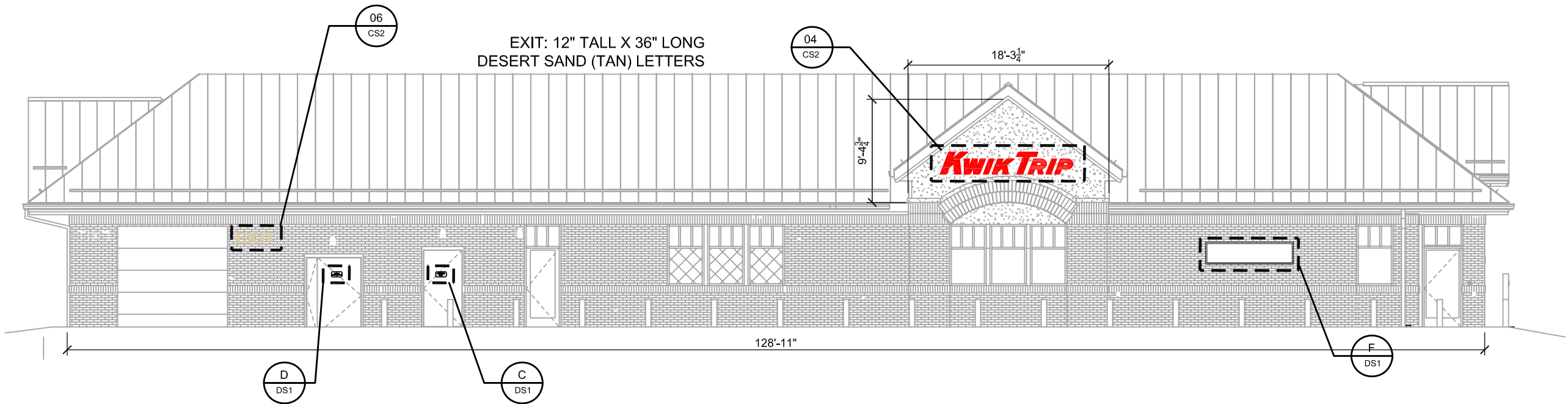
KWIK TRIP, Inc.
P.O. BOX 2107
1626 OAK STREET
LA CROSSE, WI 54602-2107
PH. (608) 781-8988
FAX (608) 781-8960

CONVENIENCE STORE SIGNAGE

CONVENIENCE STORE #838
w/ 1 BAY CW & SIDE DIESEL

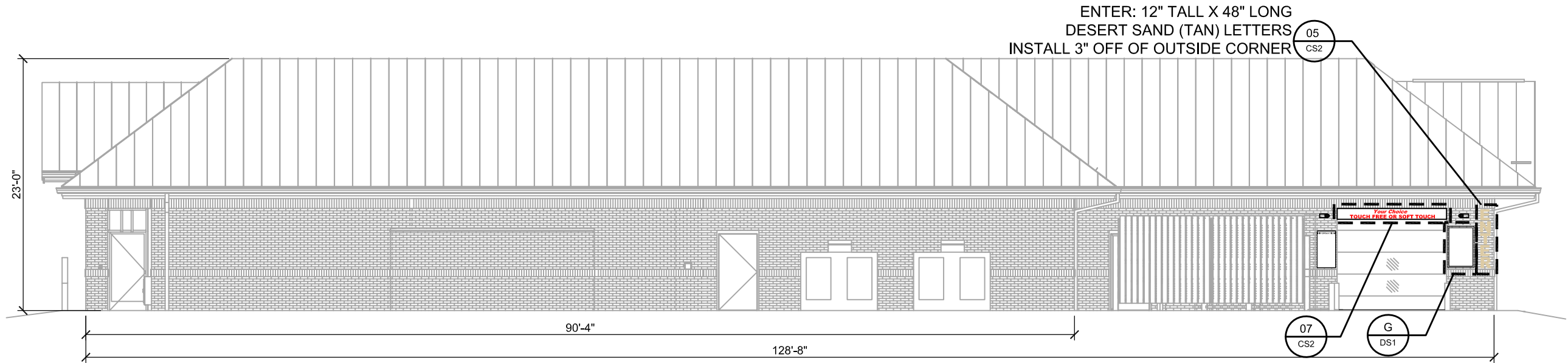
VIKING STREET & MAIN STREET
REEDSBURG, WI

#	DATE	DESCRIPTION
DRAWN BY		KMK
SCALE		MULTIPLE
PROJ. NO.		0001
DATE		2022.03-09
SHEET		CS1



STORE ELEVATION

SCALE: 3/32" = 1'-0"



STORE ELEVATION

SCALE: 3/32" = 1'-0"



LOGO DETAIL - SIGN #04

SCALE: 1/2" = 1'-0"

Your Choice
TOUCH FREE OR SOFT TOUCH

NON-LIT INFORMATIONAL SIGN
RED VINYL ON WHITE ALUMINUM
1'-0"H X 10'-0"W = 10.0 SQ FT

INFORMATIONAL SIGN #07

SCALE: 1/2" = 1'-0"

Kwik
TRIP

Kwik
Star

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1626 OAK STREET
LA CROSSE, WI 54602-2107
PH. (608) 781-8988
FAX (608) 781-8960

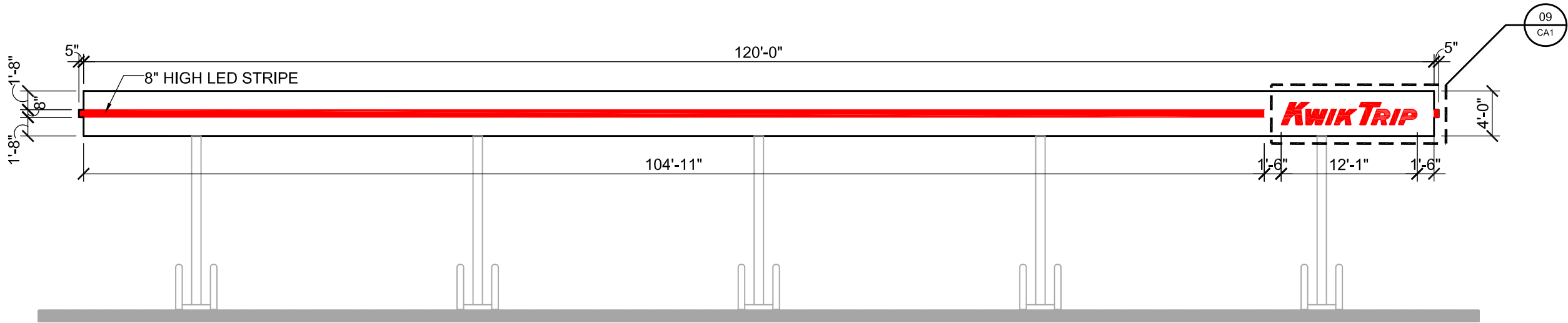
CONVENIENCE STORE SIGNAGE

CONVENIENCE STORE #838
w/ 1 BAY CW & SIDE DIESEL

VIKING STREET & MAIN STREET
REEDSBURG, WI

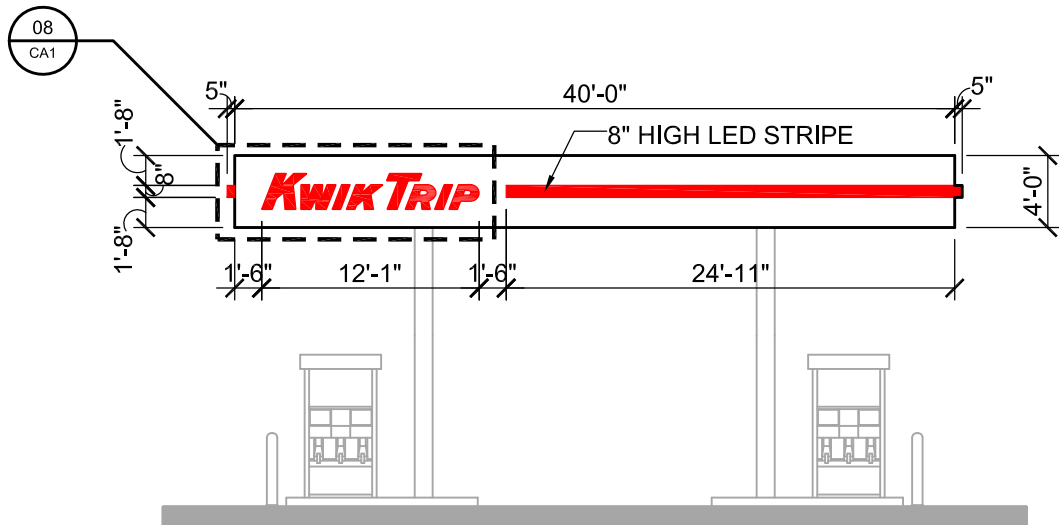
#	DATE	DESCRIPTION

DRAWN BY	KMK
SCALE	MULTIPLE
PROJ. NO.	0001
DATE	2022 03-09
SHEET	CS2



CANOPY ELEVATION

SCALE: 3/32" = 1'-0"



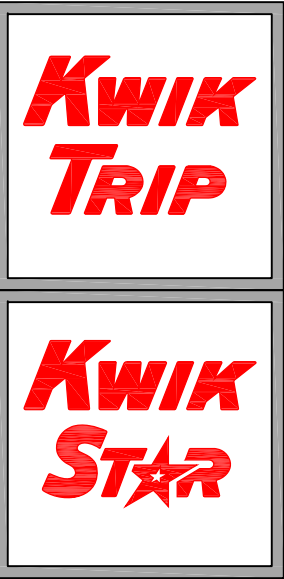
CANOPY ELEVATION

SCALE: 3/32" = 1'-0"



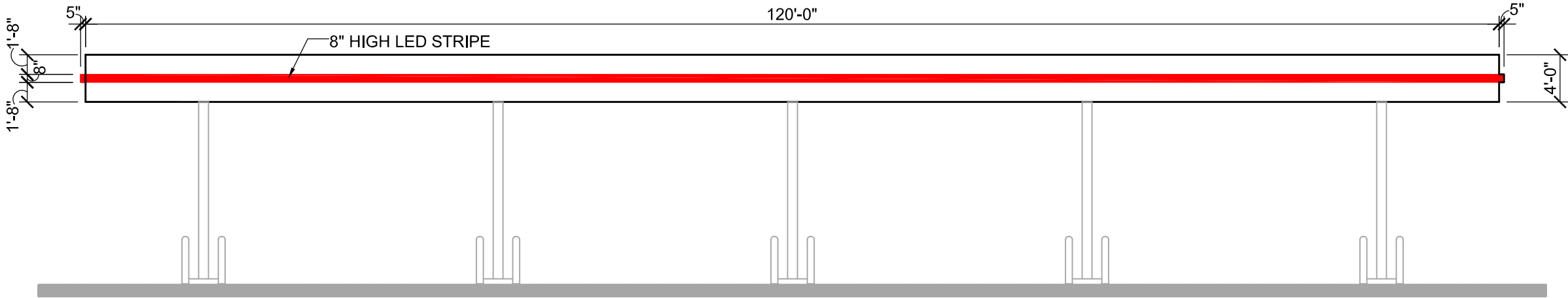
LOGO DETAIL - SIGNS #08 & #09

SCALE: 1/2" = 1'-0"



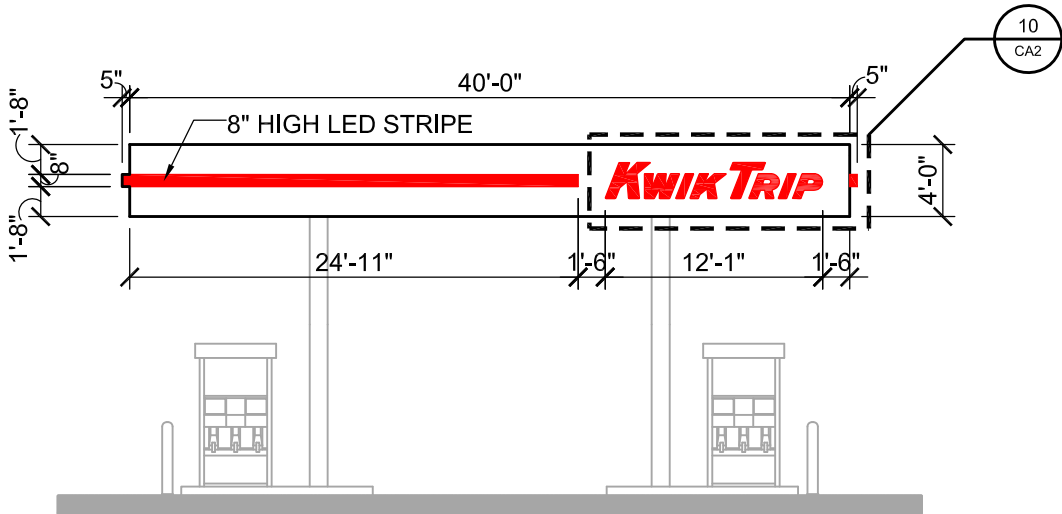
KWIK TRIP, Inc.
P.O. BOX 2107
1626 OAK STREET
LA CROSSE, WI 54602-2107
PH. (608) 781-8988
FAX (608) 781-8960

CANOPY SIGNAGE	CONVENIENCE STORE #838	
	w/ 1 BAY CW & SIDE DIESEL	
	VIKING STREET & MAIN STREET	
	REEDSBURG, WI	
#	DATE	DESCRIPTION
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DRAWN BY		KMK
SCALE		MULTIPLE
PROJ. NO.		0001
DATE		2022 03-09
SHEET		CA1



CANOPY ELEVATION

SCALE: 3/32" = 1'-0"



CANOPY ELEVATION

SCALE: 3/32" = 1'-0"



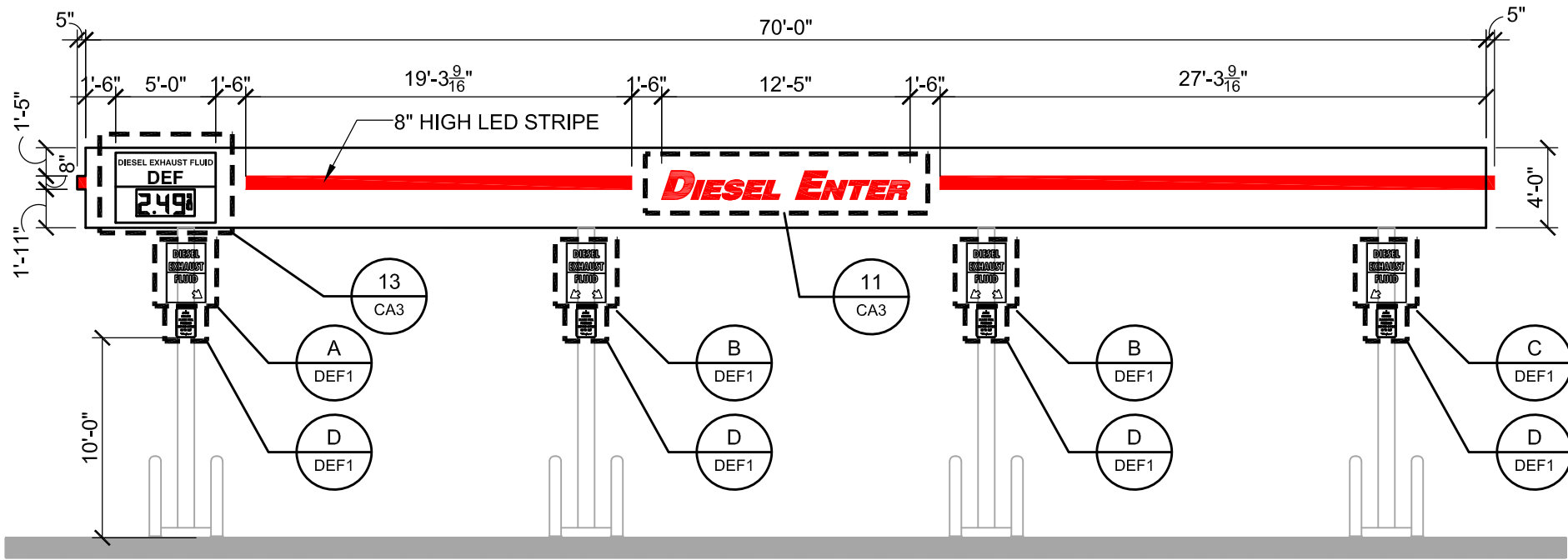
LOGO DETAIL - SIGN #10

SCALE: 1/2" = 1'-0"



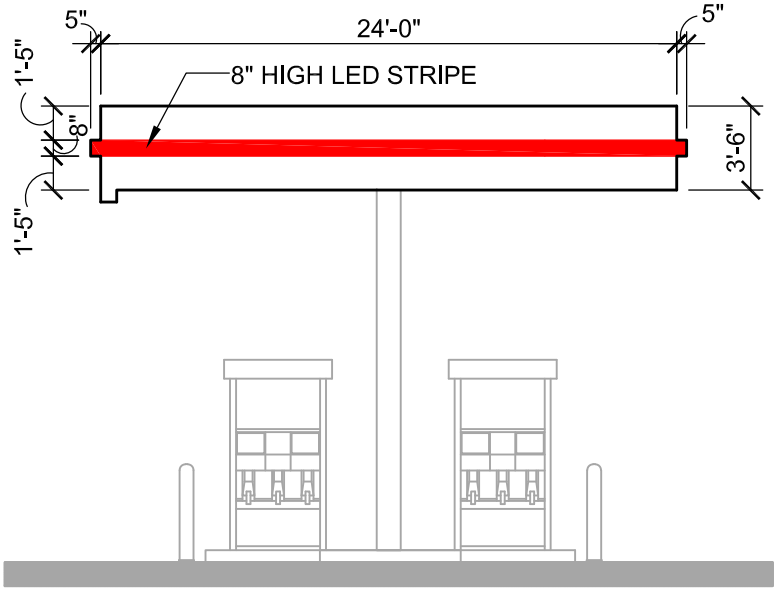
KWIK TRIP, Inc.
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1626 OAK STREET
LA CROSSE, WI 54602-2107
PH. (608) 781-8988
FAX (608) 781-8960

CANOPY SIGNAGE	CONVENIENCE STORE #838	
	w/ 1 BAY CW & SIDE DIESEL	
	VIKING STREET & MAIN STREET	
	REEDSBURG, WI	
#	DATE	DESCRIPTION
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DRAWN BY		KMK
SCALE		MULTIPLE
PROJ. NO.		0001
DATE		2022 03-09
SHEET		CA2



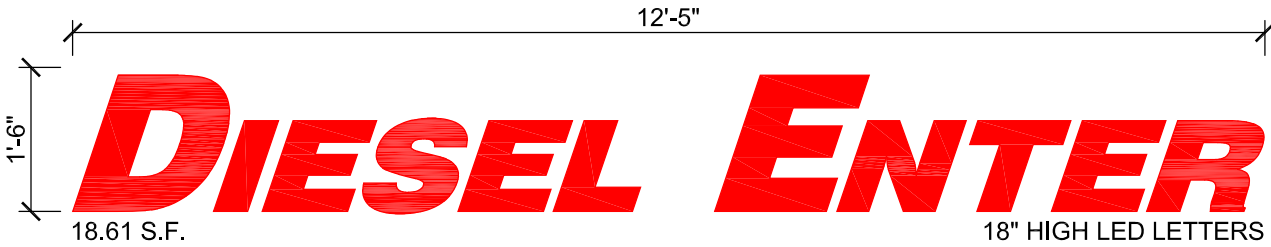
CANOPY ELEVATION

SCALE: 1/8" = 1'-0"



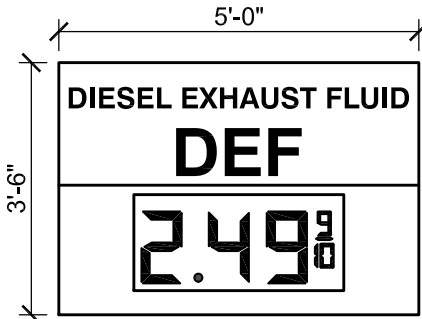
CANOPY ELEVATION

SCALE: 1/8" = 1'-0"



LOGO DETAIL - SIGN #11

SCALE: 1/2" = 1'-0"



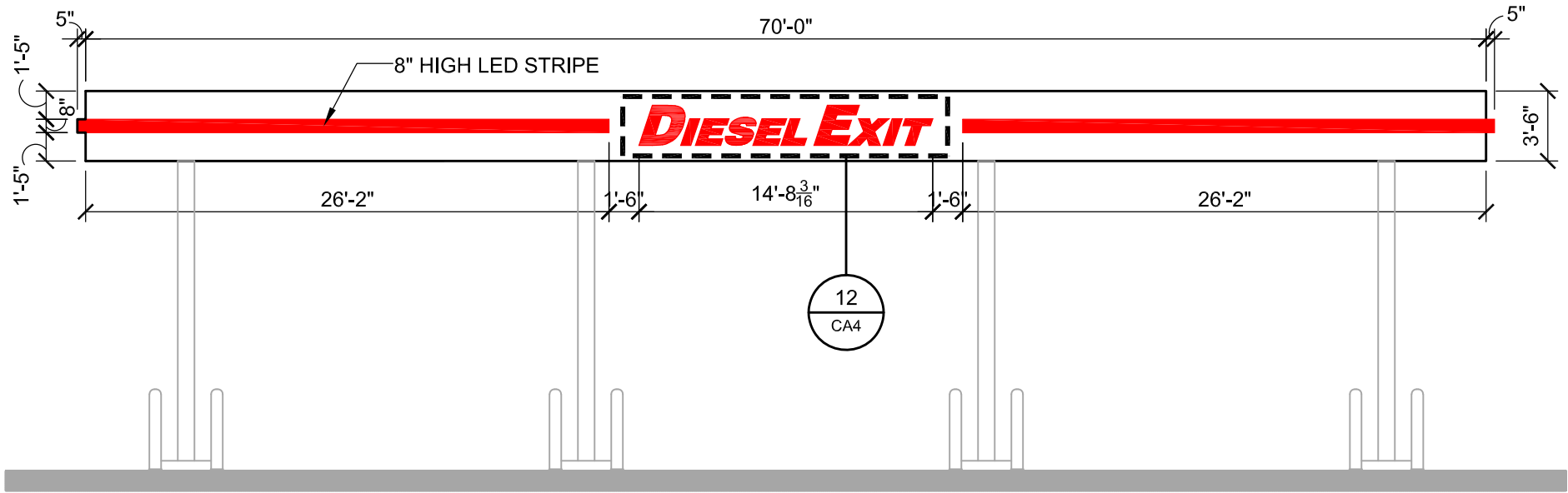
DEF DETAIL - SIGN #13

SCALE: 3/8" = 1'-0"



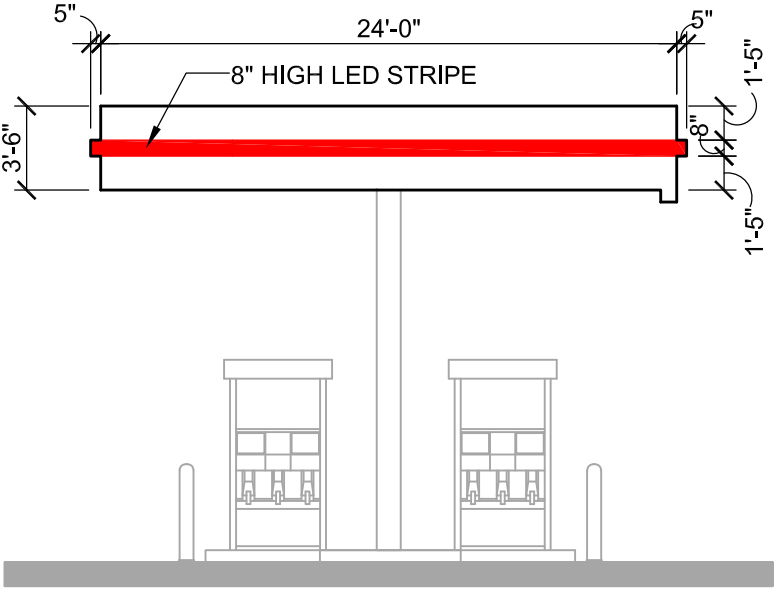
KWIK TRIP, Inc.
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1626 OAK STREET
LA CROSSE, WI 54602-2107
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CANOPY SIGNAGE		CONVENIENCE STORE #838 w/ 1 BAY CW & SIDE DIESEL		VIKING STREET & MAIN STREET REEDSBURG, WI	
#	DATE	DESCRIPTION			
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DRAWN BY		KMK			
SCALE		MULTIPLE			
PROJ. NO.		0001			
DATE		2022 03-09			
SHEET		CA3			



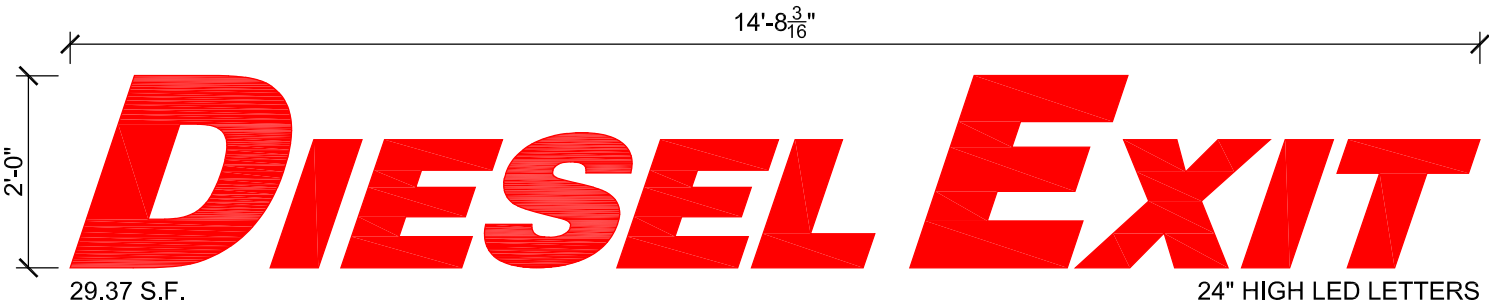
CANOPY ELEVATION

SCALE: 1/8" = 1'-0"



CANOPY ELEVATION

SCALE: 1/8" = 1'-0"



LOGO DETAIL - SIGN #12

SCALE: 1/2" = 1'-0"

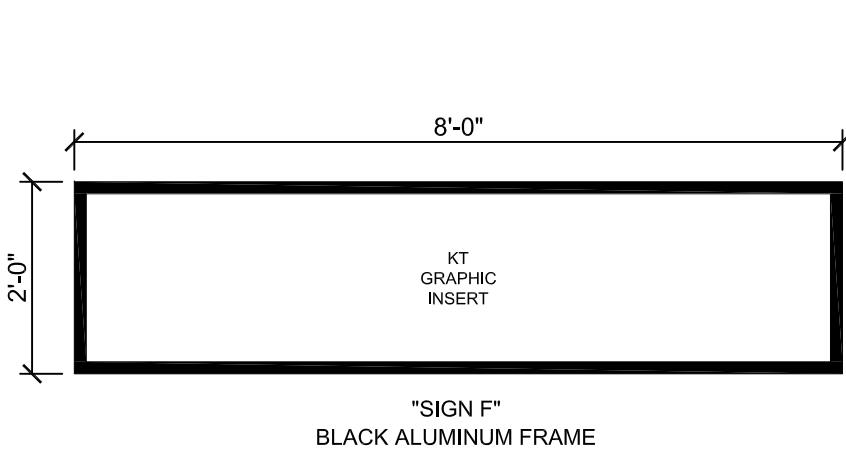
KWIK TRIP, Inc.
P.O. BOX 2107
1626 OAK STREET
LA CROSSE, WI 54602-2107
PH. (608) 781-8988
FAX (608) 781-8960

CANOPY SIGNAGE	CONVENIENCE STORE #838	
	w/ 1 BAY CW & SIDE DIESEL	
	VIKING STREET & MAIN STREET	
	REEDSBURG, WI	
#	DATE	DESCRIPTION
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DRAWN BY		KMK
SCALE		MULTIPLE
PROJ. NO.		0001
DATE		2022 03-09
SHEET		CA4



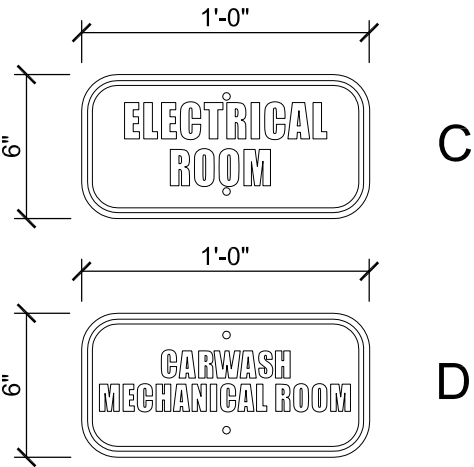
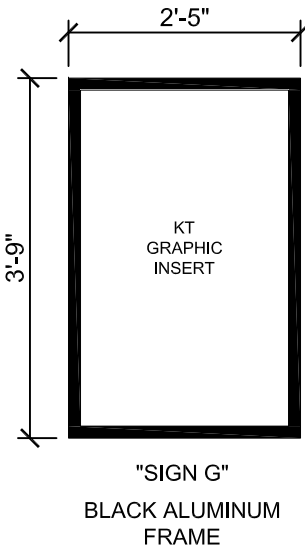
ADDRESS SIGN A

SCALE: 3/4" = 1'-0"



INFORMATIONAL SIGNS F & G

SCALE: 1/2" = 1'-0"



INFORMATIONAL SIGNS C & D

SCALE: 1 1/2" = 1'-0"



NON-LIT DIRECTIONAL SIGN
WHITE VINYL ON RED ALUMINUM
1'-0"H X 4'-0"W = 4.0 SQ FT

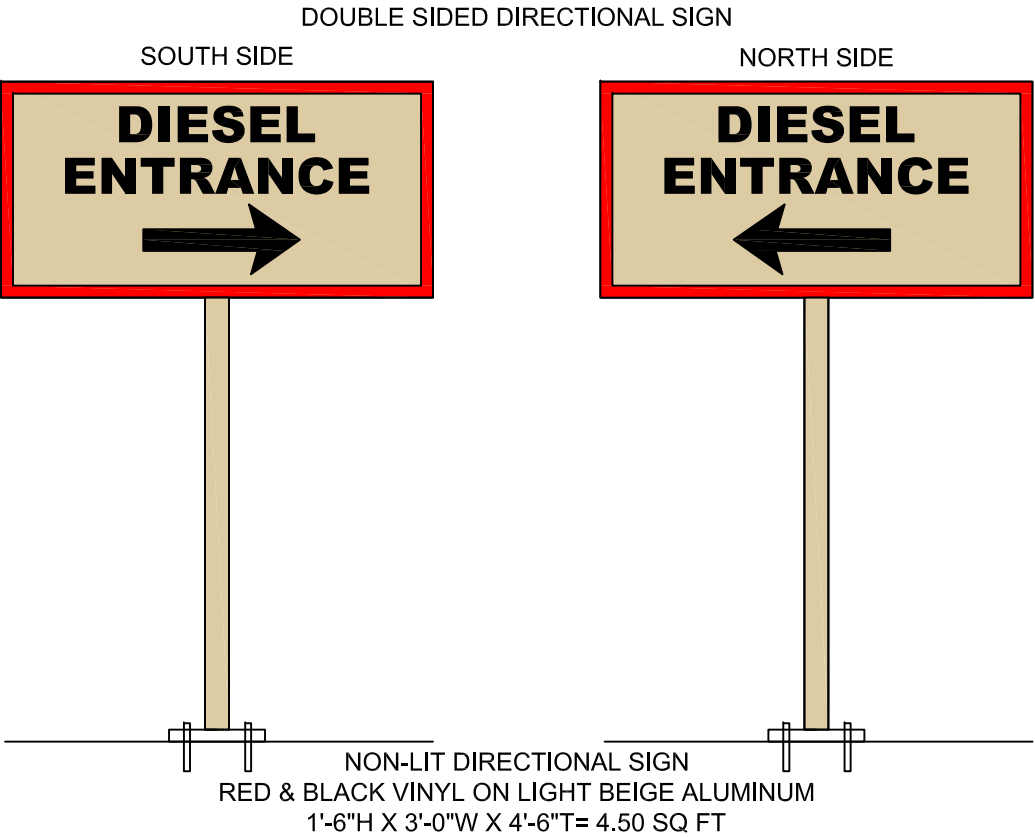
DIRECTIONAL SIGN #02

SCALE: 3/4" = 1'-0"

GENERAL SPECIFICATIONS
<i>ROOM SIGNS</i> <i>Qty: 3 total (different copy on each)</i> <i>Size: per art</i> <i>Material: white sign blank</i> <i>Finish: cut vinyl</i>
<i>Install along with various signs for same site, crew to give to KT trim guys to install.</i>

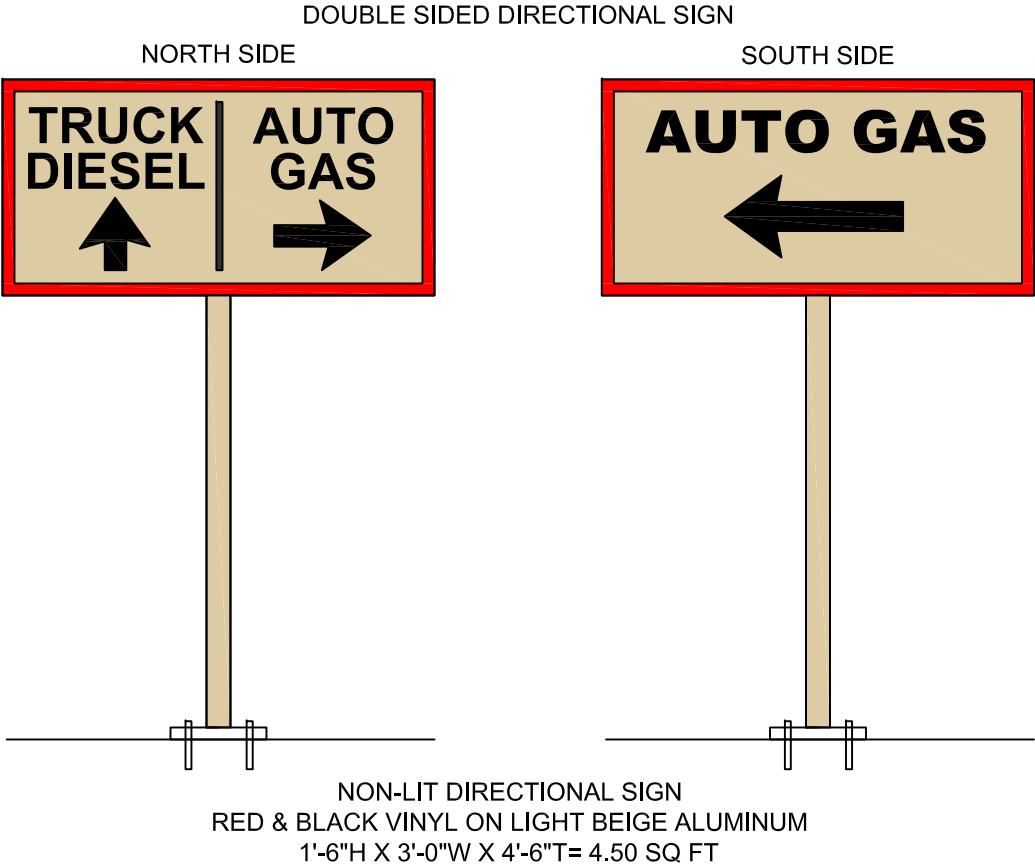
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1626 OAK STREET
LA CROSSE, WI 54602-2107
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FAX (608) 781-8960

DIRECTIONAL SIGNAGE	CONVENIENCE STORE #838 w/ 1 BAY CW & SIDE DIESEL	
	VIKING STREET & MAIN STREET REEDSBURG, WI	
	#	DATE
	DESCRIPTION	
DRAWN BY		KMK
SCALE		MULTIPLE
PROJ. NO.		0001
DATE		2022 03-09
SHEET		DS1



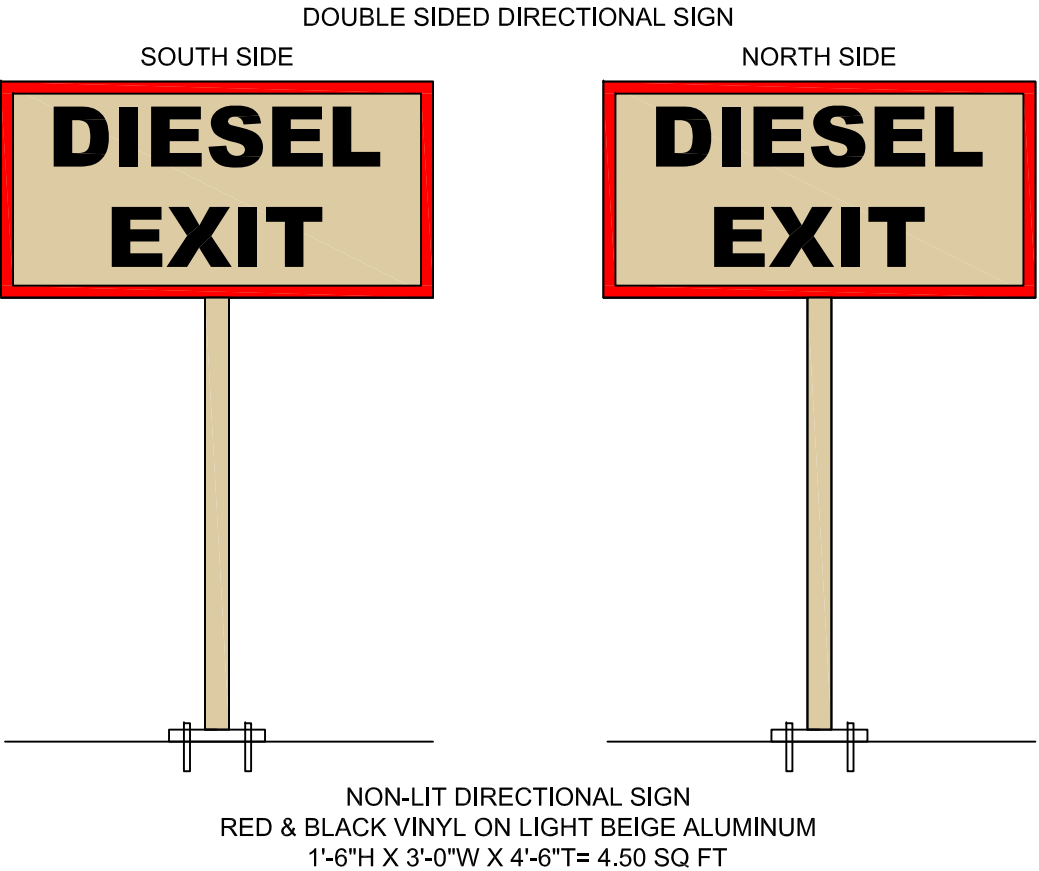
DIRECTIONAL SIGNS #14 & #15

SCALE: 3/4" = 1'-0"



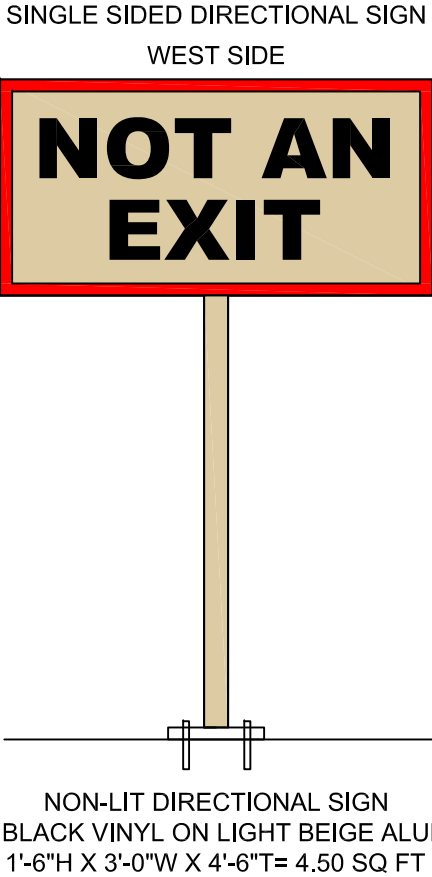
DIRECTIONAL SIGN #17

SCALE: 3/4" = 1'-0"



DIRECTIONAL SIGN #16

SCALE: 3/4" = 1'-0"



DIRECTIONAL SIGN #18

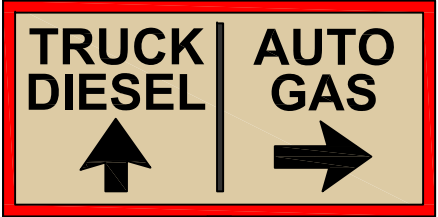
SCALE: 3/4" = 1'-0"



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DIRECTIONAL SIGNAGE		CONVENIENCE STORE #838 w/ 1 BAY CW & SIDE DIESEL		VIKING STREET & MAIN STREET REEDSBURG, WI	
#	DATE	DESCRIPTION			
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DRAWN BY		KMK			
SCALE		MULTIPLE			
PROJ. NO.		0001			
DATE		2022 03-09			
SHEET		DS2			

SINGLE SIDED DIRECTIONAL SIGN
WEST SIDE



NON-LIT DIRECTIONAL SIGN
RED & BLACK VINYL ON LIGHT BEIGE ALUMINUM
1'-6"H X 3'-0"W X 4'-6"T= 4.50 SQ FT

DIRECTIONAL SIGN #19

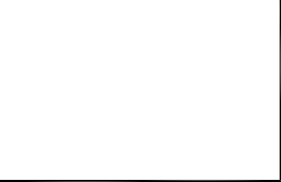
SCALE: 3/4" = 1'-0"

#20 KWIK TRIP FREESTANDING PYLON SIGN

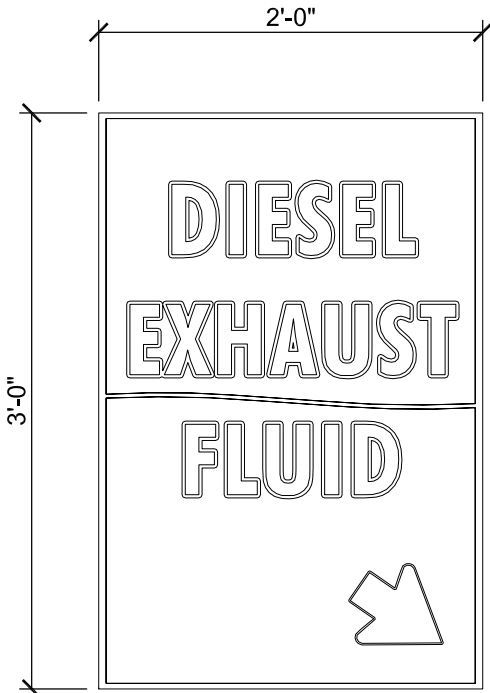
SEE ATTACHMENT FROM LA CROSSE SIGN CO



KWIK TRIP, Inc.
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LA CROSSE, WI 54602-2107
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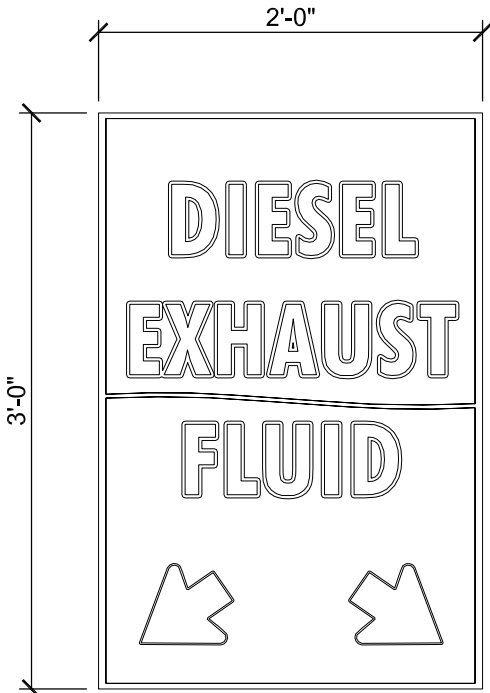
DIRECTIONAL SIGNAGE	CONVENIENCE STORE #838 w/ 1 BAY CW & SIDE DIESEL	
	VIKING STREET & MAIN STREET REEDSBURG, WI	
	#	DATE
	DESCRIPTION	
DRAWN BY		KMK
SCALE		MULTIPLE
PROJ. NO.		0001
DATE		2022 03-09
SHEET		DS3



QTY: X

DEF SIGN A

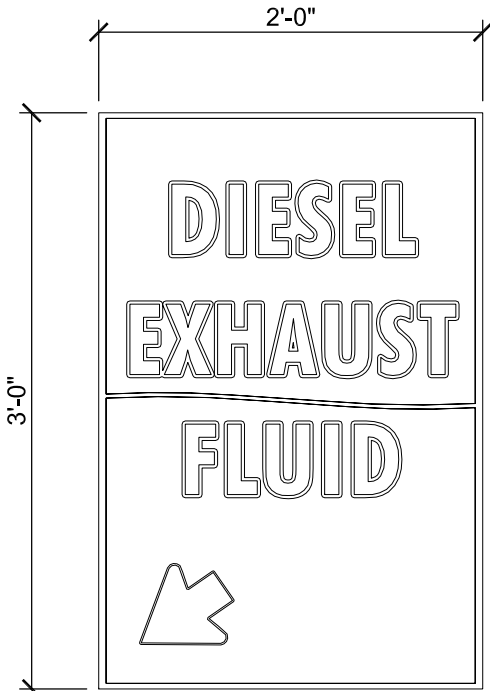
SCALE: 3/4" = 1'-0"



QTY: X

DEF SIGN B

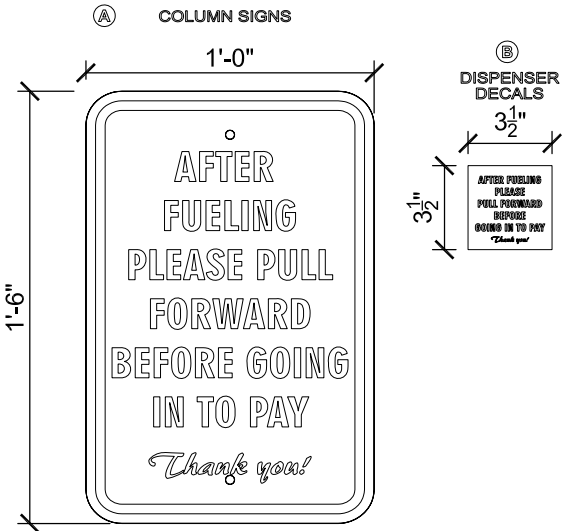
SCALE: 3/4" = 1'-0"



QTY: X

DEF SIGN C

SCALE: 3/4" = 1'-0"



PULL AHEAD SIGN D

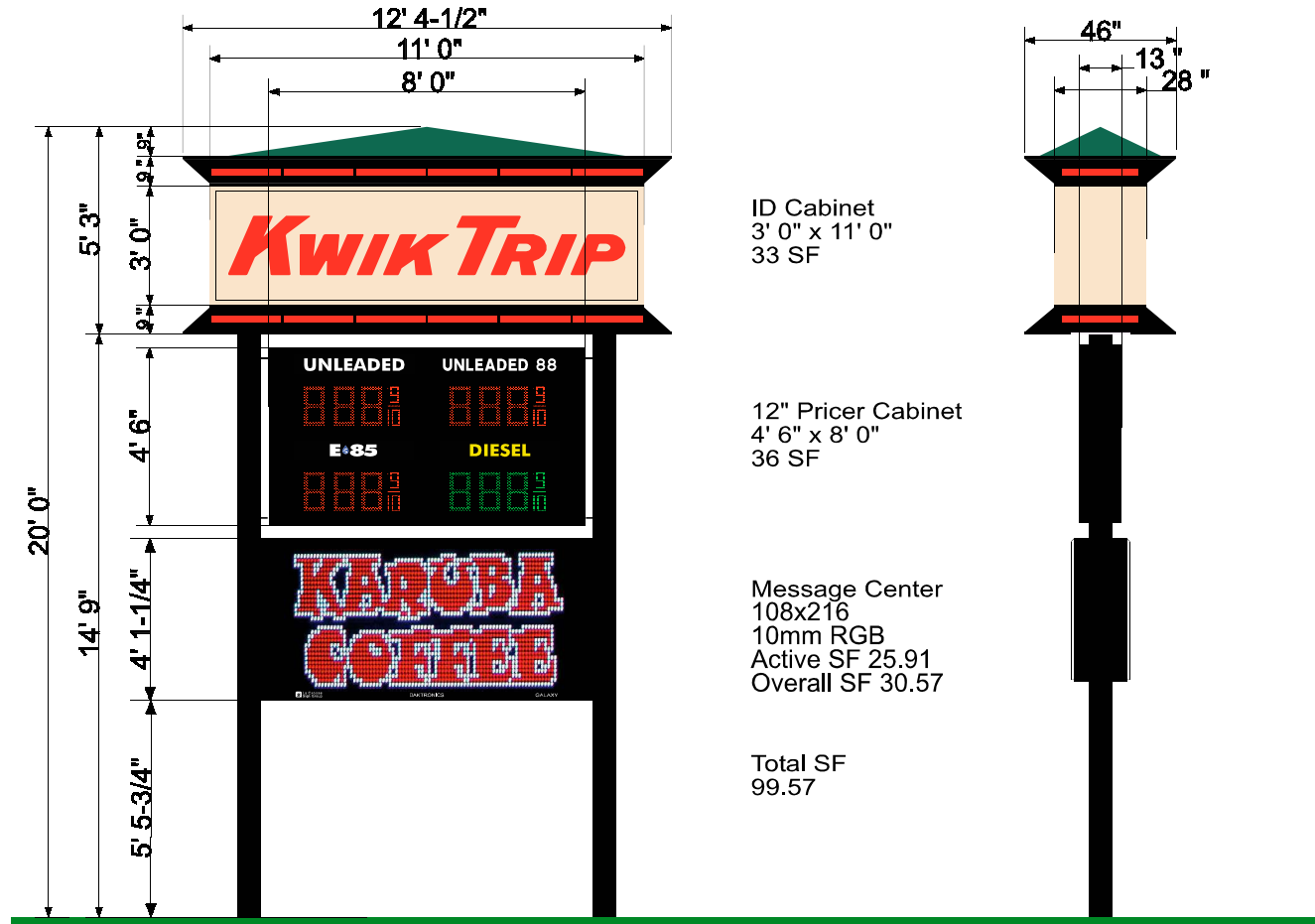
SCALE: 1 1/2" = 1'-0"



KWIK TRIP, Inc.
P.O. BOX 2107
1626 OAK STREET
LA CROSSE, WI 54602-2107
PH. (608) 781-8988
FAX (608) 781-8960



DEF / DSL SIGNAGE		CONVENIENCE STORE #838 w/ 1 BAY CW & SIDE DIESEL	VIKING STREET & MAIN STREET REEDSBURG, WI
#	DATE	DESCRIPTION	
—	—	—	
—	—	—	
—	—	—	
—	—	—	
—	—	—	
DRAWN BY		KMK	
SCALE		MULTIPLE	
PROJ. NO.		0001	
DATE		2022 03-09	
SHEET		DEF1	



Approved by: _____ Date: _____ Landlord: _____ Date: _____

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It is the property of La Crosse Sign Co., inc., and must be returned to them.

lacrossesign.com

DESIGN

SALES

FILE

COLOR KEY

*COLORS ON SKETCH ARE ONLY A REPRESENTATION.
ACTUAL COLOR OF FINISHED PRODUCT MAY DIFFER.



**La Crosse
Sign Group**

1450 Oak Forest Drive • Onalaska, WI 54650 • 608-781-1450
2242 Mustang Way • Madison, WI 53718 • 608-222-5353
2502 Melby Street • Eau Claire, WI 54703 • 715-835-6189

Drawing by: Danielle Hadley

Sign Type: Pylon

Date Created: 3/7/2019

Last Modified:

Scale: 3/16" = 1' 0"

Job Name: Kwik Trip

Job Address:

Salesperson: Cindy Bluske

Job Number:

Revision Number:

Job File Location:

a NA 208080 Beige

b Black S/G paint

c #2283 Red Acrylic

d White of Acrylic

e Red LED

f NA 307880 Hemlock Green

g Green LED

h Black (230-22)

i Yellow (230-015)

j Blue (230-167)

Staff Report

DATE: May 10, 2022

APPLICANT: Reedsburg HIE, LLC

LOCATION: 3000 E Main St; Parcel # 276-2254-57000

ZONING: B-2 Business

PROPOSED LAND USE CHANGE: Site Plan Review (SPR)

DESCRIPTION OF PROPERTY/IMPROVEMENTS: Consider Site Plan Review for a new Holiday Inn Express

General Findings

SURROUNDING LAND USES:

- North – RCC
- West – Residential
- South – Vacant
- East – Vacant

ZONING:

- North – B-2 Business
- West – R-2 Residential
- South – Ag
- East – Ag

TOPOGRAPHY: Flat slopes

STREET R.O.W./TRAFFIC/ACCESS: E Main St / future Skinner Dr; 90' / 66' ROW

ENVIRONMENTAL HAZARDS/CONDITIONS: None known

COMPREHENSIVE PLAN DESIGNATION: pending Business Center

Site Plan Review Findings of Fact for Section 690-33(A-F)

The site plan shall be designed so that there is a limited amount of change in the overall natural contours of the site and shall minimize reshaping in favor of designing the project to respect existing features of the site in relation to topography, the size and type of the lot, the character of adjoining property, the minimization of tree and soil removal and the type and size of buildings. The site shall be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this Ordinance.

1. The Board finds that the property is zoned B-2 Business.
2. The Board finds that § 690 Schedule 2 permits 'Hotel or motel'.
3. The Board finds that the property is currently vacant.
4. The Board finds that the request is to add a new Holiday Inn Express with 13,600 SF footprint and four floors.
5. The Board finds that the lot is approximately 3.72 acres in size.
6. The Board finds that 91 parking spaces are proposed.

Special attention shall be given to proper site drainage so that removal of storm waters will not adversely affect neighboring properties.

1. The Board finds that the request is to add a new Holiday Inn Express with 13,600 SF footprint and four floors.
2. The Board finds that the lot is approximately 3.72 acres in size.
3. The Board finds that 91 parking spaces are proposed.

All buildings or groups of buildings should be so arranged as to permit emergency vehicle access by some practical means.

1. The Board finds that the site would be accessed from the future Skinner Dr.
2. The Board finds that the lot is approximately 3.72 acres in size.
3. The Board finds that 91 parking spaces are proposed.

Exterior lighting shall be arranged as follows:

- It is deflected away from adjacent properties.
 - It does not impede the vision of traffic along adjacent streets.
 - It does not unnecessarily illuminate night skies.
1. The Board finds that exterior lighting would be placed on the building.

The arrangement of public or common ways for vehicular and pedestrian circulation shall respect the pattern of existing or planned streets and pedestrian or bicycle pathways in the area. Streets and drives which are part of an existing or planned street pattern which serves adjacent development shall be of a width appropriate to the traffic volume they will carry.

1. The Board finds that the site would be accessed from the future Skinner Dr.

Site plans shall conform to all applicable requirements of City, State and Federal statutes and the City of Reedsburg Comprehensive Plan, and approval may be conditioned on the applicant receiving necessary City, State and Federal permits.

1. The Board finds that future use is pending Business Center.

COMMENTS

ADMINISTRATOR:

AMBULANCE:

FIRE:

POLICE:

PUBLIC WORKS:

SCHOOL:

UTILITIES:

OTHER:

STAFF COMMENTS: There is not enough information of signage submitted, but that could be staff reviewed in the future or go to ZBA as needed; likewise for a lighting plan. A DNR stormwater permit will be required as the overall building/parking site is over 52,000 SF. There appears to be enough parking islands (equivalent to seven parking spaces, but a future landscape plan should be submitted. The dumpster should be screened.

Exhibit List

- A. City of Reedsburg Comprehensive Plan
- B. Zoning Ordinance, City of Reedsburg, Wisconsin
- C. Tuesday, May 10, 2022, Plan Commission Agenda
- D. Land Use Change Application
- E. Staff Report

City of Reedsburg Land Use Application

134 S. Locust St.
PO Box 490
Reedsburg, WI 53959

Ph: 608-524-6404
Fax: 608-524-8458
bduvalle@ci.reedsburg.wi.us

APPLICANT: Reedsburg HIE, LLC

ADDRESS: 3211 W. Sencore Drive **CITY:** Sioux Falls **STATE:** SD

ZIP: 57107 **PHONE:** 605-965-1421 **FAX:** _____

E- MAIL: jwarwick@roihospitality.com

PROPERTY OWNER: (if different from Applicant) _____

LOCATION: Reedsburg, WI **PARCEL #:** _____

LAND USE REQUEST

(Please describe one or more as applicable – attach extra pages/maps if necessary)

☐ **Certified Survey Map (CSM):** _____

☐ **Conditional Use Permit:** _____

For *CONDITIONAL USE PERMIT* requests, also answer “A & B” on back page.

☐ **Preliminary Plat:** _____ **Final Plat:** _____ **Name of Plat:** _____

☐ **Rezoning - From:** _____ **To:** _____ **TID #** _____

☐ **Site Plan Review:** (See “B” on back page) _____

☐ **Zoning Appeal / Interpretation:** _____

☐ **Zoning Variance:** _____

For *VARIANCE* requests, also answer “C” on back page.

☐ **Other or Annexation:** _____

AFFIDAVIT

I certify that the information and plans submitted are true and accurate to the best of my knowledge. I also give permission to City zoning officials to enter my property for inspection purposes and for a temporary Zoning sign to be placed in my yard prior to the meeting.

Applicant Signature / Date

Owner Signature / Date

Extraterritorial Committee Date: _____
Plan Commission Date: _____
Board of Zoning Appeals Date: _____
City Council Action & Date: _____

Account #10-461500-00

***The applicant or representative MUST
ATTEND the meeting.***

G:\wpnet\Zoning - Planning\Land Use Appl.doc

Cond Use Permit	\$200	_____
Cond Use-Agriculture	\$400	_____
Variance	\$125	_____
Rezoning	\$200	_____
C.S.M.	\$175	_____
Subdivision Plat	\$610	_____
- w/ Stormwater Plan	\$100	_____
Site Plan Review	\$175	<u>X</u>
Annexation	\$200	_____
Plan Amend	\$200	_____
Date Paid	<u>5-5-22</u>	
Receipt #	<u>1040838</u>	

City of Reedsburg Land Use Application

134 S. Locust St.
PO Box 490
Reedsburg, WI 53959

Ph: 608-524-6404
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bduvalle@ci.reedsburg.wi.us

APPLICANT: Reedsburg HIE, LLC

ADDRESS: 3211 W. Sencore Drive **CITY:** Sioux Falls **STATE:** SD

ZIP: 57107 **PHONE:** 605-965-1421 **FAX:** _____

E- MAIL: jwarwick@roihospitality.com

PROPERTY OWNER: (if different from Applicant) _____

LOCATION: Reedsburg, WI **PARCEL #:** _____

LAND USE REQUEST

(Please describe one or more as applicable – attach extra pages/maps if necessary)

☐ **Certified Survey Map (CSM):** _____

☐ **Conditional Use Permit:** _____

For *CONDITIONAL USE PERMIT* requests, also answer "A & B" on back page.

☐ **Preliminary Plat:** _____ **Final Plat:** _____ **Name of Plat:** _____

☐ **Rezoning - From:** _____ **To:** _____ **TID #** _____

☒ **Site Plan Review:** (See "B" on back page) BUILDING ELEVATIONS & FLOOR PLAN & SITE PLAN

☐ **Zoning Appeal / Interpretation:** _____

☐ **Zoning Variance:** _____

For *VARIANCE* requests, also answer "C" on back page.

☐ **Other or Annexation:** _____

AFFIDAVIT

I certify that the information and plans submitted are true and accurate to the best of my knowledge. I also give permission to City zoning officials to enter my property for inspection purposes and for a temporary Zoning sign to be placed in my yard prior to the meeting.

John Warwick / 5/5/22

Applicant Signature / Date

_____ / _____

Owner Signature / Date

Extraterritorial Committee Date: _____

Plan Commission Date: _____

Board of Zoning Appeals Date: _____

City Council Action & Date: _____

Account #10-461500-00

**The applicant or representative MUST
ATTEND the meeting.**

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Cond Use Permit	\$200	_____
Cond Use-Agriculture	\$400	_____
Variance	\$125	_____
Rezoning	\$200	_____
C.S.M.	\$175	_____
Subdivision Plat	\$610	_____
- w/ Stormwater Plan	\$100	_____
Site Plan Review	\$175	_____
Annexation	\$200	_____
Plan Amend	\$200	_____
Date Paid		_____
Receipt #		_____

A. Please describe how your request meets each of the following Conditional Use standards as applicable. Attach additional pages if needed.

- (A) *Proposed operation* - No Conditional Use shall be approved by the Plan Commission unless it finds that the use for which such permit is sought will not be injurious to the neighborhood or otherwise detrimental to the public welfare and will be in harmony with the general purpose of this ordinance and will not place demands on fire, police, or other public resources in excess of current capacity.
-
- (B) *Architectural plans; existing and proposed structures* - The proposed conditional land use shall be designed, constructed, operated, and maintained so as not to diminish the opportunity for surrounding properties to be used and developed as zoned.
-
- (C) *Character and use of adjoining buildings and those in the vicinity* - The proposed conditional land use shall not involve uses, activities, processes, materials, or equipment that would create a substantially negative impact on other conforming properties in the area by reason of traffic, noise, smoke, fumes, glare, and odors.
-
- (D) *Traffic generation, circulation and parking areas* - The arrangement of public or common ways for vehicular and pedestrian circulation shall respect the pattern of existing or planned streets and pedestrian or bicycle pathways in the area.
-
- (E) *Traffic generation and circulation, highway access and driveway locations* - The proposed conditional land use shall be adequately served by public or private streets.
-
- (F) *Sewerage and water systems* - The proposed conditional land use will be adequately served by water and sewer facilities, and refuse collection and disposal services.
-

B. Site Plan Requirements.

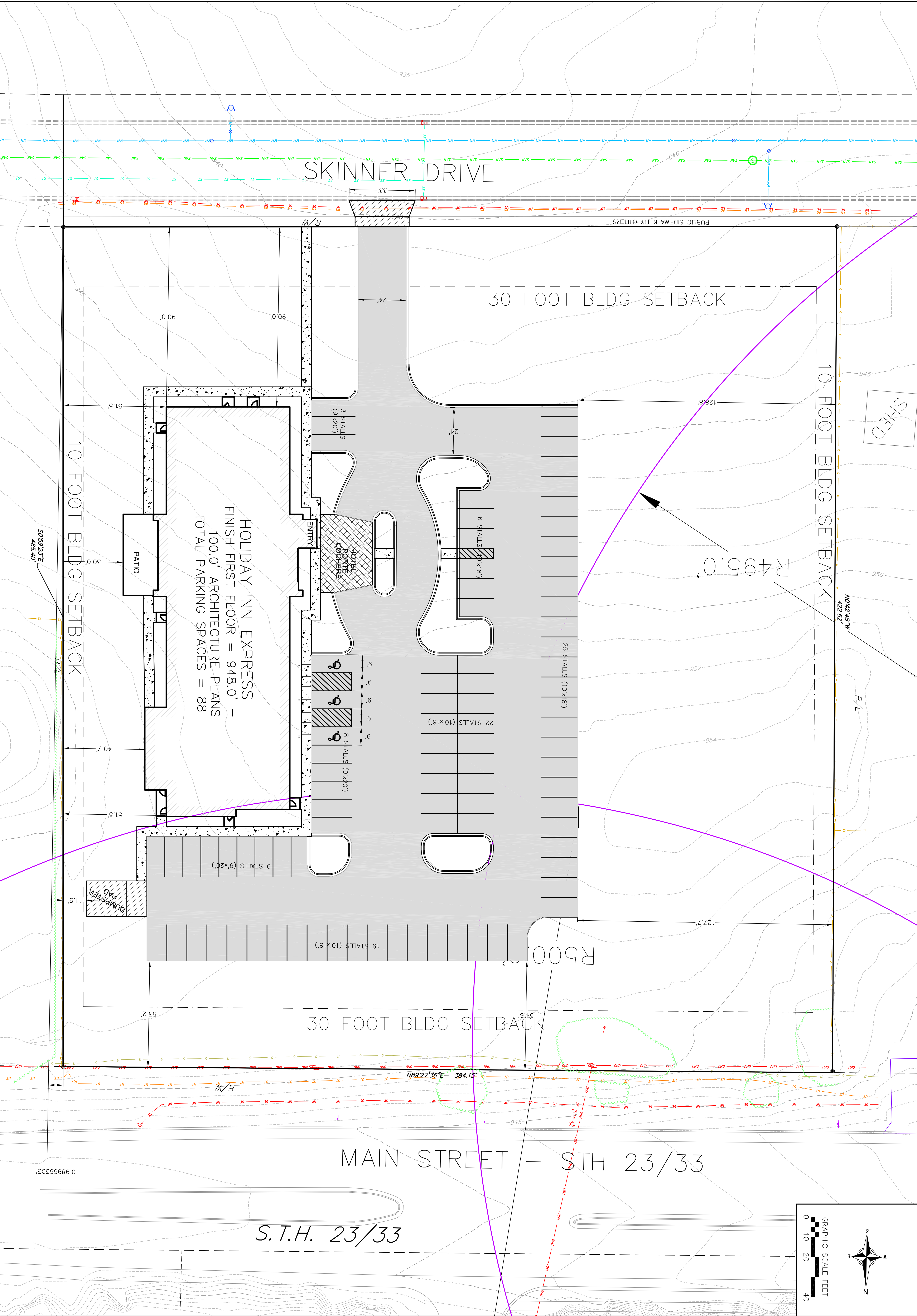
- (A) North arrow
- (B) Location of property lines, dimensions, and setbacks.
- (C) Location of existing and proposed public roads, rights-of-way and private easements of record.
- (D) Location of existing water bodies, surface drainage ways, stormwater controls, floodplains, and wetlands.
- (E) Location of existing and proposed buildings.
- (F) Location of parking areas and all exterior lighting.
- (G) Location of all loading / unloading areas.
- (H) Location of all sidewalks, walkways, bicycle paths and areas for public use.
- (I) Location of all utilities on the site.
- (J) Location and specifications for all fences, walls, and other screening features.
- (K) Location and specifications for all existing and proposed perimeter and internal landscaping.
- (L) Location and specifications for screening of all trash receptacles and other solid waste disposal facilities.
- (M) Location and specifications for proposed signs.
- (N) Elevation drawings for proposed commercial structures.
- (P) Floor plans, when needed to determine the number of parking spaces required.

C. Please describe how your request meets each of the following Variance standards. Attach additional pages if needed.

To grant a variance, the Board of Appeals must find four things:

- 1) The variance will not be contrary to the public interest. _____
 - 2) Substantial justice will be done by granting the variance. _____
 - 3) The variance is needed so that the spirit of the ordinance is observed. _____
 - 4) Due to special conditions, a literal enforcement of the provisions of the zoning ordinance will result in unnecessary hardship. _____
-

- (C) Variance Hardship. A property owner bears the burden of proving "unnecessary hardship" by demonstrating either of the following:
- 1) For an area variance, that strict compliance with a zoning ordinance would unreasonably prevent the property owner from using the property for a permitted purpose or would render conformity with the zoning ordinance unnecessarily burdensome.
 - 2) For a use variance, that strict compliance with a zoning ordinance would leave the property owner with no reasonable use of the property in the absence of a variance. In both situations, the property owner bears the burden of proving that the unnecessary hardship is based on conditions unique to the property, rather than personal considerations, and that the unnecessary hardship was not created by the property owner.



C3

PROJECT NO.
210132

CHECKED
###

DRAWN
GMO

DATE
MAY 2022

REVISIONS			REVISIONS		
NO.	DATE	REMARKS	NO.	DATE	REMARKS

HOLIDAY INN EXPRESS - SITE PLAN

REEDSBURG HIE, LLC
SKINNER DRIVE
REEDSBURG, WISCONSIN

0 10 20 40

GRAPHIC SCALE FEET

S

N

E

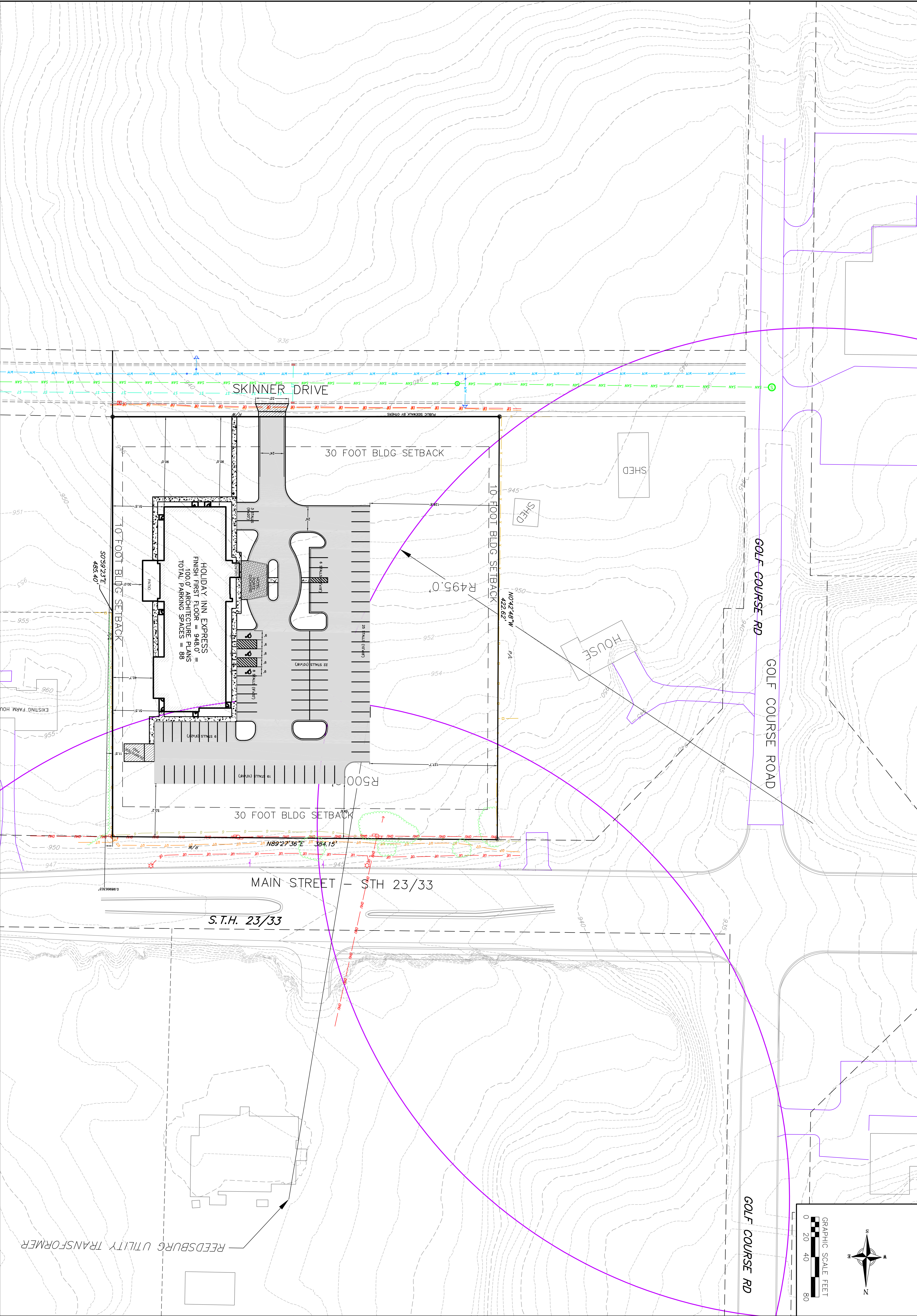
W

Compass rose showing North (N), South (S), East (E), and West (W).

vierbicher

planners | engineers | advisors

Phone: (800) 261-3898



REVISIONS			REVISIONS			HOLIDAY INN EXPRESS - SITE PLAN REEDSBURG HIE, LLC SKINNER DRIVE REEDSBURG, WISCONSIN
NO.	DATE	REMARKS	NO.	DATE	REMARKS	
C2						

0

20

40

80

GRAPHIC SCALE FEET

S

N

E

W

North Arrow

vierbicher

planners | engineers | advisors

Phone: (800) 261-3898

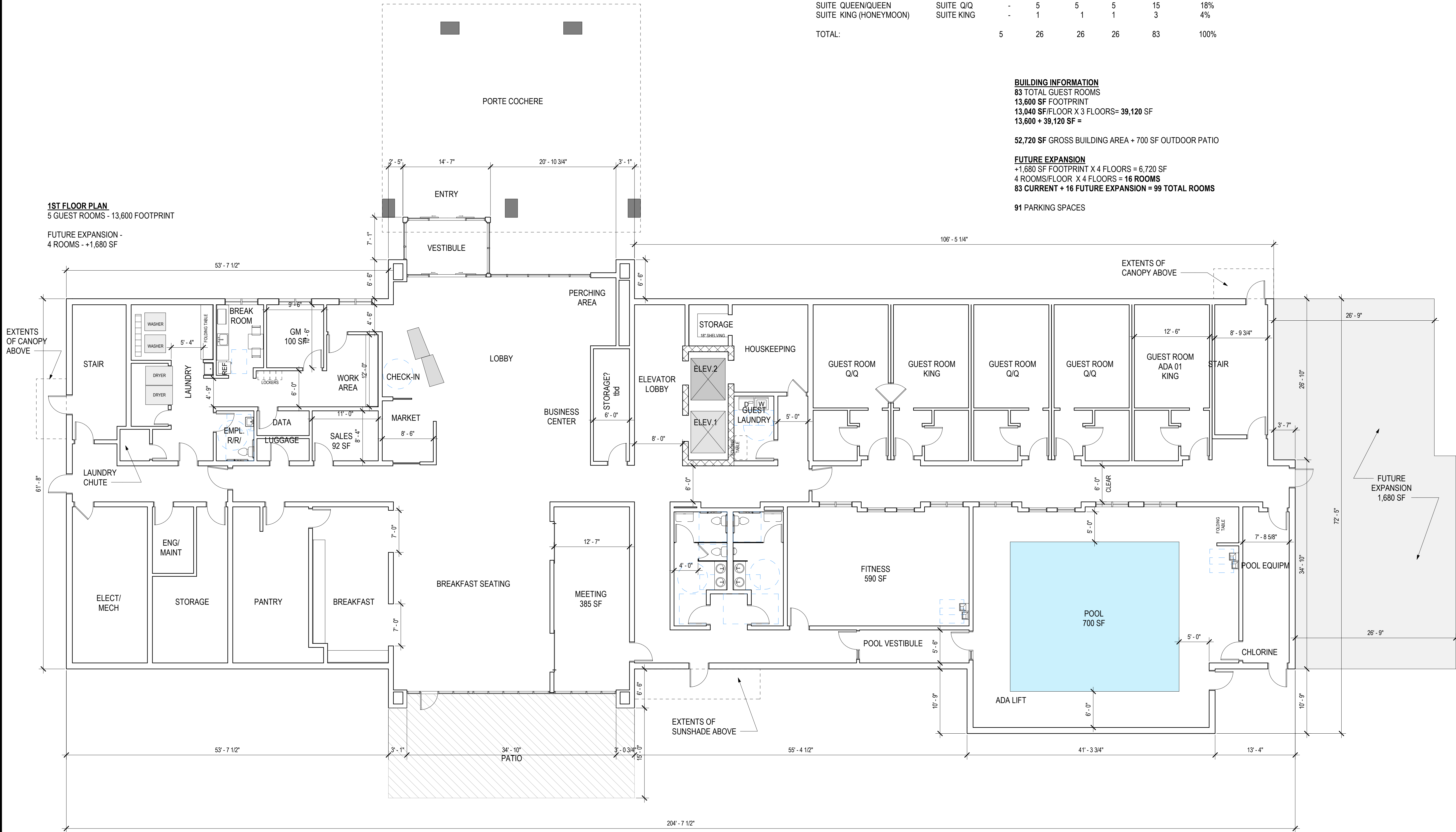


1 NORTHWEST CORNER VIEW
1 1/2" = 1'-0"



2 SOUTHWEST CORNER VIEW
1 1/2" = 1'-0"

5/4/2022 12:48:57 PM BM 350/71025 - Revamping Holiday Inn Express/21025 - Holiday Inn Express Revamping/01/1



1 FIRST FLOOR PLAN
1/8" = 1'-0"

BUILDING INFORMATION							
PER IBC 2015 TABLE 1107.6.1.1.9 (5) TOTAL ACCESSIBLE UNITS ARE REQUIRED							
(4) ACCESSIBLE ROOMS IN DISPERSED LOCATIONS							
(1) ACCESSIBLE ROOM WITH ROLL-IN SHOWER							
ROOM MATRIX							
PER IBC 2015 TABLE 907.5.2.3.2 (9) TOTAL UNITS WITH COMMUNICATION FEATURES ARE REQUIRED							
(9) ROOMS WITH COMMUNICATION FEATURES IN DISPERSED LOCATIONS							
UNITS:		1SF FLR	2ND FLR	3RD FLR	4TH FLOOR	TOTAL	%
KING	K	2	8	8	8	26	31%
QUEEN QUEEN	QQ	3	12	12	12	39	47%
SUITE QUEEN/QUEEN	SUITE Q/Q	-	5	5	5	15	18%
SUITE KING (HONEYMOON)	SUITE KING	-	1	1	1	3	4%
TOTAL:		5	26	26	26	83	100%

BUILDING INFORMATION
83 TOTAL GUEST ROOMS
13,600 SF FOOTPRINT
13,040 SF/FLOOR X 3 FLOORS= 39,120 SF
13,600 + 39,120 SF =

52,720 SF GROSS BUILDING AREA + 700 SF OUTDOOR PATIO

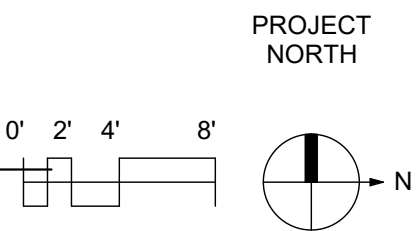
FUTURE EXPANSION
+1,680 SF FOOTPRINT X 4 FLOORS = 6,720 SF
4 ROOMS/FLOOR X 4 FLOORS = 16 ROOMS
83 CURRENT + 16 FUTURE EXPANSION = 99 TOTAL ROOMS

91 PARKING SPACES

HOLIDAY INN EXPRESS
REEDSBURG, WI

DATE OF ISSUE:	05/04/2022
REVISIONS:	
PROJECT #	00000

FIRST FLOOR PLAN



BUILDING INFORMATION

PER IBC 2015 TABLE 1107.6.1.1.9 (5) TOTAL ACCESSIBLE UNITS ARE REQUIRED
(4) ACCESSIBLE ROOMS IN DISPERSED LOCATIONS
(1) ACCESSIBLE ROOM WITH ROLL-IN SHOWER

ROOM MATRIX

PER IBC 2015 TABLE 907.5.2.3.2 (9) TOTAL UNITS WITH COMMUNICATION FEATURES ARE REQUIRED
(9) ROOMS WITH COMMUNICATION FEATURES IN DISPERSED LOCATIONS

UNITS:		1SF FLR	2ND FLR	3RD FLR	4TH FLOOR	TOTAL	%
KING	K	2	8	8	8	26	31%
QUEEN QUEEN	QQ	3	12	12	12	39	47%
SUITE QUEEN/QUEEN	SUITE Q/Q	-	5	5	5	15	18%
SUITE KING (HONEYMOON)	SUITE KING	-	1	1	1	3	4%
TOTAL:		5	26	26	26	83	100%

2ND-4TH TYPICAL FLOOR PLAN
26 GUEST ROOMS - 13,040 SF /FLOOR

FUTURE EXPANSION -
4 ROOMS - +1,680 SF



HOLIDAY INN
EXPRESS

REEDSBURG, WI

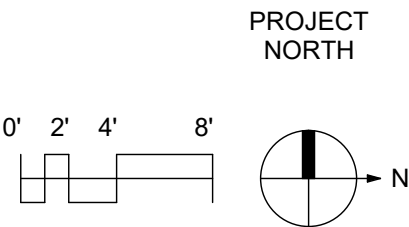
DATE OF ISSUE: 05/04/2022

REVISIONS:

PROJECT # 00000

TYPICAL FLOOR
PLAN

1 2-4 FLOORS, TYPICAL PLAN
1/8" = 1'-0"



A1.2

Staff Report

DATE: May 10, 2022

APPLICANT: Reedsburg Area Ambulance Service Inc

LOCATION: 230 Railroad St; Parcel 276-1055-10000

ZONING: Government

PROPOSED LAND USE CHANGE: Site Plan Review (SPR)

DESCRIPTION OF PROPERTY/IMPROVEMENTS: Consider Site Plan Review for ambulance building addition

General Findings

SURROUNDING LAND USES:

- North – Park
- West – Chamber
- South – Parking lot
- East – Industrial

ZONING:

- North – B-1 Business, Government
- West – I-1 Light Industrial
- South – Government, I-1 Light Industrial
- East – B-1 Business

TOPOGRAPHY: Flat slopes

STREET R.O.W./TRAFFIC/ACCESS: Railroad St, S Park St; 66' ROW

ENVIRONMENTAL HAZARDS/CONDITIONS: None known

COMPREHENSIVE PLAN DESIGNATION: pending Government & Institutional

Site Plan Review Findings of Fact for Section 690-33(A-F)

The site plan shall be designed so that there is a limited amount of change in the overall natural contours of the site and shall minimize reshaping in favor of designing the project to respect existing features of the site in relation to topography, the size and type of the lot, the character of adjoining property, the minimization of tree and soil removal and the type and size of buildings. The site shall be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this Ordinance.

1. The Board finds that the property is zoned Government.
2. The Board finds that the property contains an existing 6,895 SF ambulance garage and admin area.
3. The Board finds that the building addition would be 5,719 SF with two floors and a basement.
4. The Board finds that the front setback would be similar to the existing building setback.
5. The Board finds that the lot is approximately 0.33 acres in size.
6. The Board finds that § 690 Schedule 5 permits 'Ambulance garages'.

Special attention shall be given to proper site drainage so that removal of storm waters will not adversely affect neighboring properties.

1. The Board finds that the building addition would be 5,719 SF with two floors and a basement.
2. The Board finds that no new parking is proposed.
3. The Board finds that the lot is approximately 0.33 acres in size.

All buildings or groups of buildings should be so arranged as to permit emergency vehicle access by some practical means.

1. NA

Exterior lighting shall be arranged as follows:

- It is deflected away from adjacent properties.
 - It does not impede the vision of traffic along adjacent streets.
 - It does not unnecessarily illuminate night skies.
1. NA

The arrangement of public or common ways for vehicular and pedestrian circulation shall respect the pattern of existing or planned streets and pedestrian or bicycle pathways in the area. Streets and drives which are part of an existing or planned street pattern which serves adjacent development shall be of a width appropriate to the traffic volume they will carry.

1. NA

Site plans shall conform to all applicable requirements of City, State and Federal statutes and the City of Reedsburg Comprehensive Plan, and approval may be conditioned on the applicant receiving necessary City, State and Federal permits.

1. The Board finds that future use is pending Government & Institutional.

COMMENTS

ADMINISTRATOR:

AMBULANCE:

FIRE:

POLICE:

PUBLIC WORKS:

SCHOOL:

UTILITIES:

OTHER:

STAFF COMMENTS: No additional parking is proposed and several spaces will be removed with the building addition. They may need some agreement with DNR to use the rear parking lot unless that is considered public parking by the DNR.

Exhibit List

- A. City of Reedsburg Comprehensive Plan
- B. Zoning Ordinance, City of Reedsburg, Wisconsin
- C. Tuesday, May 10, 2022, Plan Commission Agenda
- D. Land Use Change Application
- E. Staff Report

City of Reedsburg Land Use Application

134 S. Locust St.
PO Box 490
Reedsburg, WI 53959

Ph: 608-524-6404
Fax: 608-524-8458
bduvalle@ci.reedsburg.wi.us

APPLICANT: Reedsburg Area Ambulance Service Commission

ADDRESS: 230 Railroad St **CITY:** Reedsburg **STATE:** WI

ZIP: 53959 **PHONE:** 608-524-3074 **FAX:** 608-768-0907

E-MAIL: director@reedsburgambulance.com

PROPERTY OWNER: (if different from Applicant) _____

LOCATION: 230 Railroad Street, Reedsburg **PARCEL #:** 276-1055-10000

LAND USE REQUEST

(Please describe one or more as applicable – attach extra pages/maps if necessary)

☐ **Certified Survey Map (CSM):** _____

☐ **Conditional Use Permit:** _____

For *CONDITIONAL USE PERMIT* requests, also answer "A & B" on back page.

☐ **Preliminary Plat:** _____ **Final Plat:** _____ **Name of Plat:** _____

☐ **Rezoning - From:** _____ **To:** _____ **TID #** _____

☒ **Site Plan Review:** (See "B" on back page) Garage Addition

☐ **Zoning Appeal / Interpretation:** _____

☐ **Zoning Variance:** _____

For *VARIANCE* requests, also answer "C" on back page.

☐ **Other or Annexation:** _____

AFFIDAVIT

I certify that the information and plans submitted are true and accurate to the best of my knowledge. I also give permission to City zoning officials to enter my property for inspection purposes and for a temporary Zoning sign to be placed in my yard prior to the meeting.

_____/ 5/4/22
Applicant Signature / Date

_____/ _____
Owner Signature / Date

Extraterritorial Committee Date: _____
Plan Commission Date: _____
Board of Zoning Appeals Date: _____
City Council Action & Date: _____

Account #10-461500-00

**The applicant or representative MUST
ATTEND the meeting.**

G:\wpnet\Zoning - Planning\Land Use Appl.doc

Cond Use Permit	\$200	_____
Cond Use-Agriculture	\$400	_____
Variance	\$125	_____
Rezoning	\$200	_____
C.S.M.	\$175	_____
Subdivision Plat	\$610	_____
- w/ Stormwater Plan	\$100	_____
Site Plan Review	\$175	_____
Annexation	\$200	_____
Plan Amend	\$200	_____
Date Paid		_____
Receipt #		_____

A. Please describe how your request meets each of the following Conditional Use standards as applicable. Attach additional pages if needed.

- (A) *Proposed operation* - No Conditional Use shall be approved by the Plan Commission unless it finds that the use for which such permit is sought will not be injurious to the neighborhood or otherwise detrimental to the public welfare and will be in harmony with the general purpose of this ordinance and will not place demands on fire, police, or other public resources in excess of current capacity.
-
- (B) *Architectural plans; existing and proposed structures* - The proposed conditional land use shall be designed, constructed, operated, and maintained so as not to diminish the opportunity for surrounding properties to be used and developed as zoned.
-
- (C) *Character and use of adjoining buildings and those in the vicinity* - The proposed conditional land use shall not involve uses, activities, processes, materials, or equipment that would create a substantially negative impact on other conforming properties in the area by reason of traffic, noise, smoke, fumes, glare, and odors.
-
- (D) *Traffic generation, circulation and parking areas* - The arrangement of public or common ways for vehicular and pedestrian circulation shall respect the pattern of existing or planned streets and pedestrian or bicycle pathways in the area.
-
- (E) *Traffic generation and circulation, highway access and driveway locations* - The proposed conditional land use shall be adequately served by public or private streets.
-
- (F) *Sewerage and water systems* - The proposed conditional land use will be adequately served by water and sewer facilities, and refuse collection and disposal services.
-

B. Site Plan Requirements.

- (A) North arrow
- (B) Location of property lines, dimensions, and setbacks.
- (C) Location of existing and proposed public roads, rights-of-way and private easements of record.
- (D) Location of existing water bodies, surface drainage ways, stormwater controls, floodplains, and wetlands.
- (E) Location of existing and proposed buildings.
- (F) Location of parking areas and all exterior lighting.
- (G) Location of all loading / unloading areas.
- (H) Location of all sidewalks, walkways, bicycle paths and areas for public use.
- (I) Location of all utilities on the site.
- (J) Location and specifications for all fences, walls, and other screening features.
- (K) Location and specifications for all existing and proposed perimeter and internal landscaping.
- (L) Location and specifications for screening of all trash receptacles and other solid waste disposal facilities.
- (M) Location and specifications for proposed signs.
- (N) Elevation drawings for proposed commercial structures.
- (P) Floor plans, when needed to determine the number of parking spaces required.

C. Please describe how your request meets each of the following Variance standards. Attach additional pages if needed.

To grant a variance, the Board of Appeals must find four things:

- 1) The variance will not be contrary to the public interest. _____
 - 2) Substantial justice will be done by granting the variance. _____
 - 3) The variance is needed so that the spirit of the ordinance is observed. _____
 - 4) Due to special conditions, a literal enforcement of the provisions of the zoning ordinance will result in unnecessary hardship. _____
-

- (C) Variance Hardship. A property owner bears the burden of proving "unnecessary hardship" by demonstrating either of the following:
- 1) For an area variance, that strict compliance with a zoning ordinance would unreasonably prevent the property owner from using the property for a permitted purpose or would render conformity with the zoning ordinance unnecessarily burdensome.
 - 2) For a use variance, that strict compliance with a zoning ordinance would leave the property owner with no reasonable use of the property in the absence of a variance. In both situations, the property owner bears the burden of proving that the unnecessary hardship is based on conditions unique to the property, rather than personal considerations, and that the unnecessary hardship was not created by the property owner.

Designing Experiences.
Building Relationships.

PROJECT INFORMATION

REEDSBURG AREA AMBULANCE SERVICE
ADDITION & RENOVATION
230 RAILROAD STREET
REEDSBURG, WISCONSIN 53959

OWNER

REEDSBURG AREA AMBULANCE SERVICE
230 RAILROAD STREET
REEDSBURG, WISCONSIN 53959
PHONE: 608.524.3074

ARCHITECT/INTERIOR DESIGN

ARCHITECTURAL DESIGN CONSULTANTS, INC.
30 WISCONSIN DELLS PARKWAY
P.O. BOX 580
LAKE DELTON, WISCONSIN 53940
PHONE NUMBER: 608.254.6181

CIVIL CONSULTANT

VIERBICHER ASSOCIATES, INC.
400 VIKING DRIVE
REEDSBURG, WISCONSIN 53959
PHONE: 608.524.6468

STRUCTURAL CONSULTANT

SCL CONSULTING
2108 SILVERNAIL ROAD SUITE A-295
WAUKESHA, WISCONSIN 53072
PHONE: 262.510.0135

HVAC CONSULTANT

RING & DUCHATEAU CONSULTING ENGINEERS
301 SOUTH BLOUNT STREET, SUITE 101
MADISON, WISCONSIN 53703
PHONE: 608.733.5800

ELECTRICAL CONSULTANT

RING & DUCHATEAU CONSULTING ENGINEERS
301 SOUTH BLOUNT STREET, SUITE 101
MADISON, WISCONSIN 53703
PHONE: 608.733.5800

PLUMBING CONSULTANT

RING & DUCHATEAU CONSULTING ENGINEERS
301 SOUTH BLOUNT STREET, SUITE 101
MADISON, WISCONSIN 53703
PHONE: 608.733.5800

FIRE PROTECTION

RING & DUCHATEAU CONSULTING ENGINEERS
301 SOUTH BLOUNT STREET, SUITE 101
MADISON, WISCONSIN 53703
PHONE: 608.733.5800

REEDSBURG AREA AMBULANCE SERVICE

SLEEPING UNIT & DAY ROOM ADDITION

REEDSBURG, WI

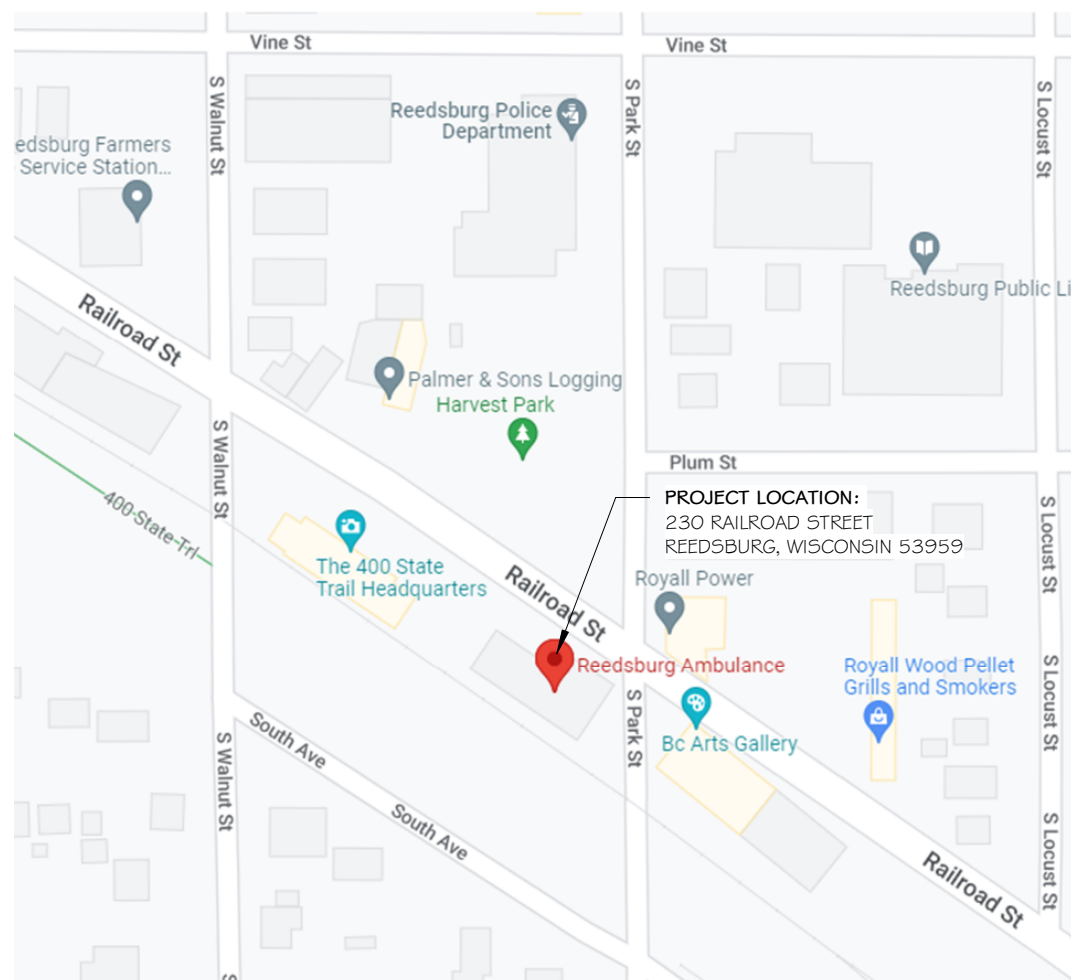


INDEX OF DRAWINGS

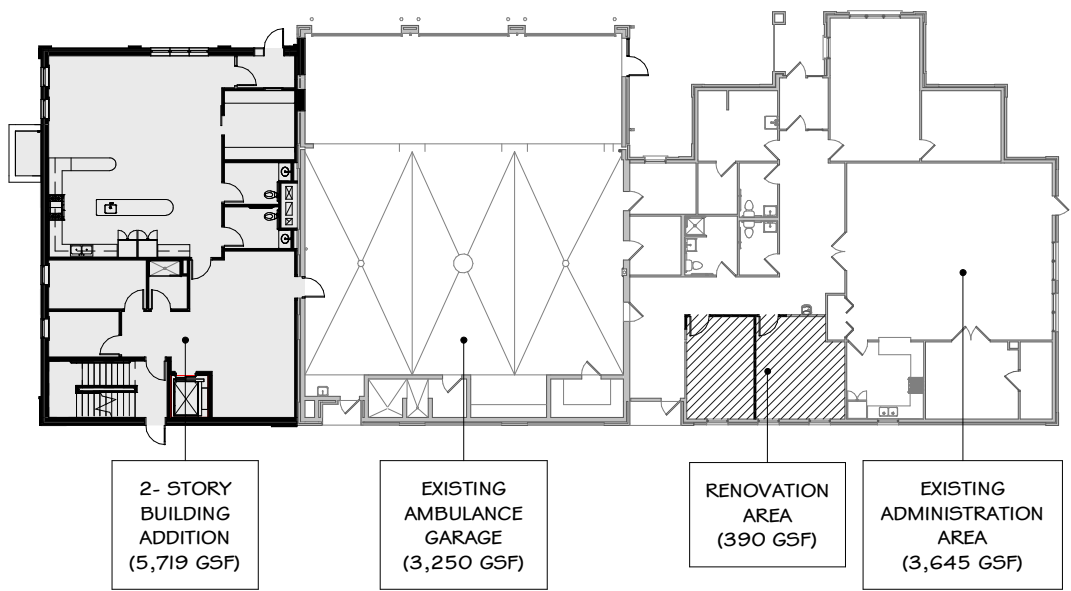
TS100 TITLE SHEET

ARCHITECTURAL

AS100	ARCHITECTURAL SITE PLAN
AS101	ARCHITECTURAL SITE VIEWS / ISOMETRICS
A101	OVERALL FLOOR PLANS
A200	EXPANDED FIRST FLOOR PLAN
A201	EXPANDED BASEMENT AND SECOND FLOOR PLANS
A400	OVERALL EXTERIOR ELEVATIONS



VICINITY MAP



KEY PLAN

BUILDING INFORMATION:

EXISTING OCCUPANCY NO. 1:	GROUP B (BUSINESS / CIVIC ADMINISTRATION) (EXISTING AMBULANCE SERVICE OFFICES & TRAINING ROOM)
EXISTING OCCUPANCY NO. 2:	GROUP S-2 (LOW-HAZARD STORAGE) (EXISTING PARKING GARAGE- AMBULANCE GARAGE)
BUILDING ADDITION OCCUPANCY:	GROUP R-2 (RESIDENTIAL- SLEEPING UNITS & DAY ROOM)
EXISTING CONSTRUCTION TYPE:	TYPE IIIB AT EXISTING AMBULANCE GARAGE
EXISTING CONSTRUCTION TYPE:	TYPE VB AT EXISTING AMBULANCE ADMINISTRATION AREA
PROPOSED CONSTRUCTION TYPE:	TYPE VB AT BUILDING ADDITION
SPRINKLERED:	YES*
	*NOTE: NEW SPRINKLER SYSTEM TO BE ADDED THROUGHOUT THE ENTIRE BUILDING AS PART OF THE ADDITION PROJECT.
NUMBER OF STORIES:	2*
	*NOTE: PROPOSED BASEMENT IS NOT CONSIDERED A STORY PER IBC 2015 506.1.3.
NUMBER OF FLOORS:	3
BUILDING ADDITION HEIGHT:	30'-6" (TOP OF RIDGE)
BUILDING ADDITION FOOTPRINT:	2,366 GROSS SQ. FT. (FIRST FLOOR)
FLOOR AREAS:	
EXISTING AMBULANCE GARAGE:	3,250 GROSS SQ. FT.
EXISTING ADMINISTRATION AREA:	3,645 GROSS SQ. FT.
TOTAL EXISTING BUILDING:	6,895 GROSS SQ. FT.
BUILDING ADDITION AREA:	1,473 GROSS SQ. FT.
BASEMENT ADDITION:	2,366 GROSS SQ. FT.
FIRST FLOOR ADDITION:	1,480 GROSS SQ. FT.
SECOND FLOOR ADDITION:	1,480 GROSS SQ. FT.
BUILDING ADDITION TOTAL AREA:	5,719 GROSS SQ. FT.
TOTAL BUILDING AREA:	12,614 GROSS SQ. FT.

ADCI PROJECT NUMBER:	21-144
BUILDING CODE:	2015 INTERNATIONAL BUILDING CODE WITH AMENDMENTS
FIRE ALARM:	NFPA 72
SPRINKLER SYSTEM:	NFPA 13

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ISSUED FOR	DATE
XXX	MM/DD/YYYY

REVISIONS	DATE
-----------	------

PRELIMINARY
NOT FOR CONSTRUCTION

CLIENT
**REEDSBURG AREA
AMBULANCE SERVICE**

PROJECT
**SLEEPING UNIT & DAY
ROOM ADDITION**

REEDSBURG, WI

DRAWN BY
A.OUPER
CHECKED BY
D.CAMERON
DATE
05.04.2022
JOB NUMBER
21-144
VOLUME / BID SET

SHEET NAME
TITLE SHEET

SHEET NUMBER
TS100



1 ARCHITECTURAL SITE PLAN

SCALE: 1/8" = 1'-0"

ARCHITECTURAL SITE PLAN KEYNOTES

- 1 NEW CONCRETE PATIO / CONCRETE SIDEWALK, MEDIUM BROOM FINISH.
- 2 TURF / GRASS, INCLUDE A MINIMUM OF 6" NEW TOPSOIL BENEATH NEW TURF / GRASS AREAS.
- 3 NEW VINYL WOOD LOOK PRIVACY FENCE, 6'-0" TALL, VERTICAL SLATS, BASIS OF DESIGN: CRYSTALIZED SHUTTLECHERRY SHEDWOOD, COLOR TO BE DETERMINED.
- 4 EGRESS GATE, MATCH FENCE TYPE, 3'-0" WIDE, PROVIDE SELF-CLOSING GATE HARDWARE.
- 5 NEW COATED, GALVANIZED CHAIN LINK FENCING, 6'-0" TALL.
- 6 NEW 24'-0" WIDE CURB CUT, (REMOVE EXISTING CURB CUT)
- 7 CONCRETE AREA WELL WITH GALVANIZED IRON GRATING (BUILDING ADDITION, FRESH EXHAUST AIR)
- 8 PROTECTION BOLLARD, 6" DIAMETER CONCRETE FILLED GALVANIZED STEEL PIPE, WITH PLASTIC COVER.
- 9 NEW NATURAL GAS METER, SEE MECHANICAL DRAWINGS.
- 10 NEW FOUNDATION LANDSCAPE PLANTINGS.
- 11 AREA OF ASPHALT REHABILITATION, NEW SURFACE COURSE AND PARKING LOT STRIPING.
- 12 CONCRETE WHEEL STOP.

BUILDING EXIT
= LOCATION OF NEW & EXISTING EGRESS DOORS.

REVISIONS	DATE
-----------	------

PRELIMINARY
NOT FOR CONSTRUCTION

CLIENT
REEDSBURG AREA
AMBULANCE SERVICE

PROJECT
SLEEPING UNIT & DAY
ROOM ADDITION

REEDSBURG, WI

DRAWN BY
A. OUPPER
CHECKED BY
D. CAMERON
DATE
05.04.2022
JOB NUMBER
21-144
VOLUME / BID SET

SHEET NAME
ARCHITECTURAL SITE PLAN

SHEET NUMBER

AS100



BUILDING ADDITION AERIAL VIEW FROM RAILROAD STREET



BUILDING ADDITION AERIAL VIEW FROM WISCONSIN & SOUTHERN RAILROAD

REVISIONS	DATE
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PRELIMINARY
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CLIENT
REEDSBURG AREA
AMBULANCE SERVICE

PROJECT
SLEEPING UNIT & DAY
ROOM ADDITION

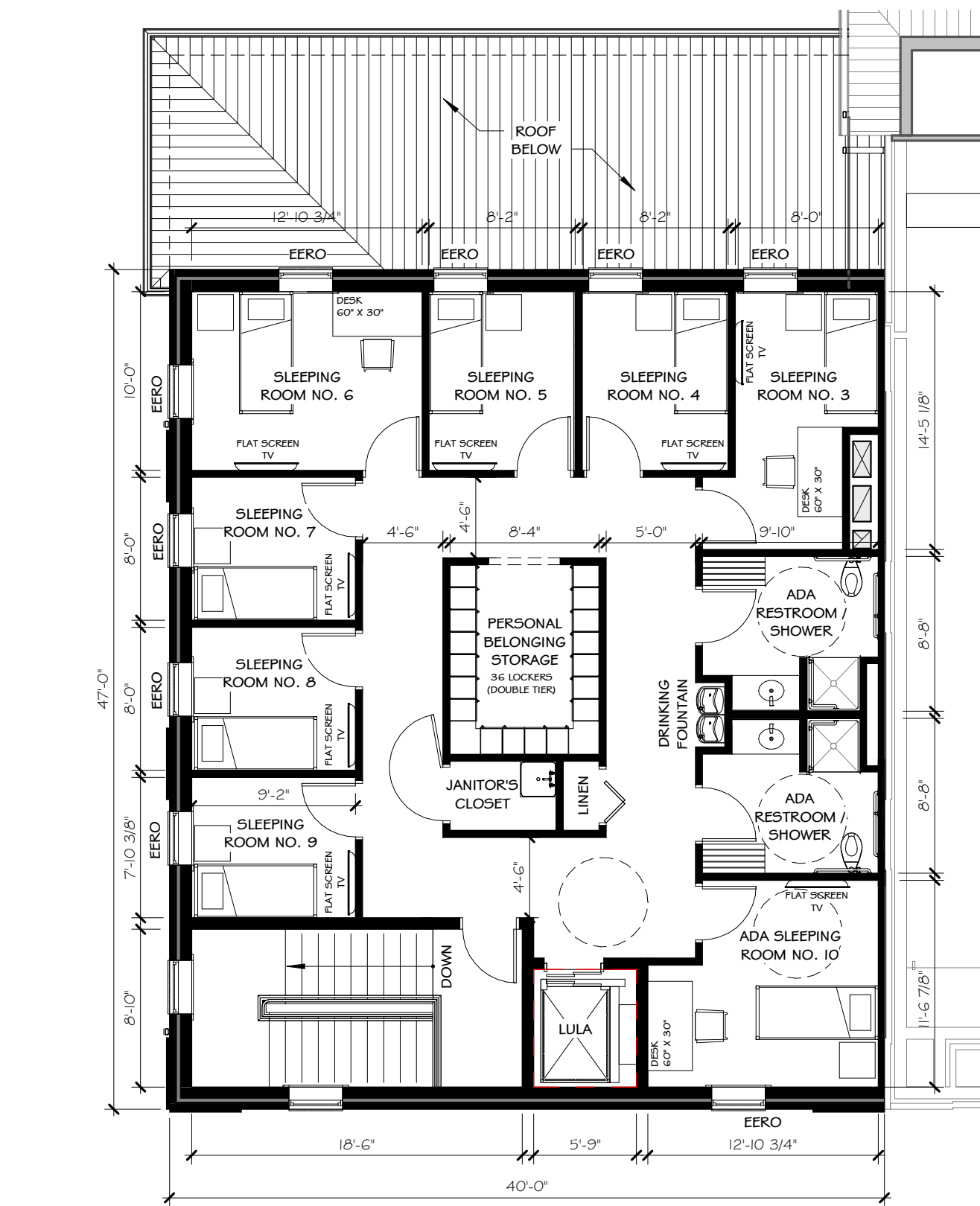
REEDSBURG, WI

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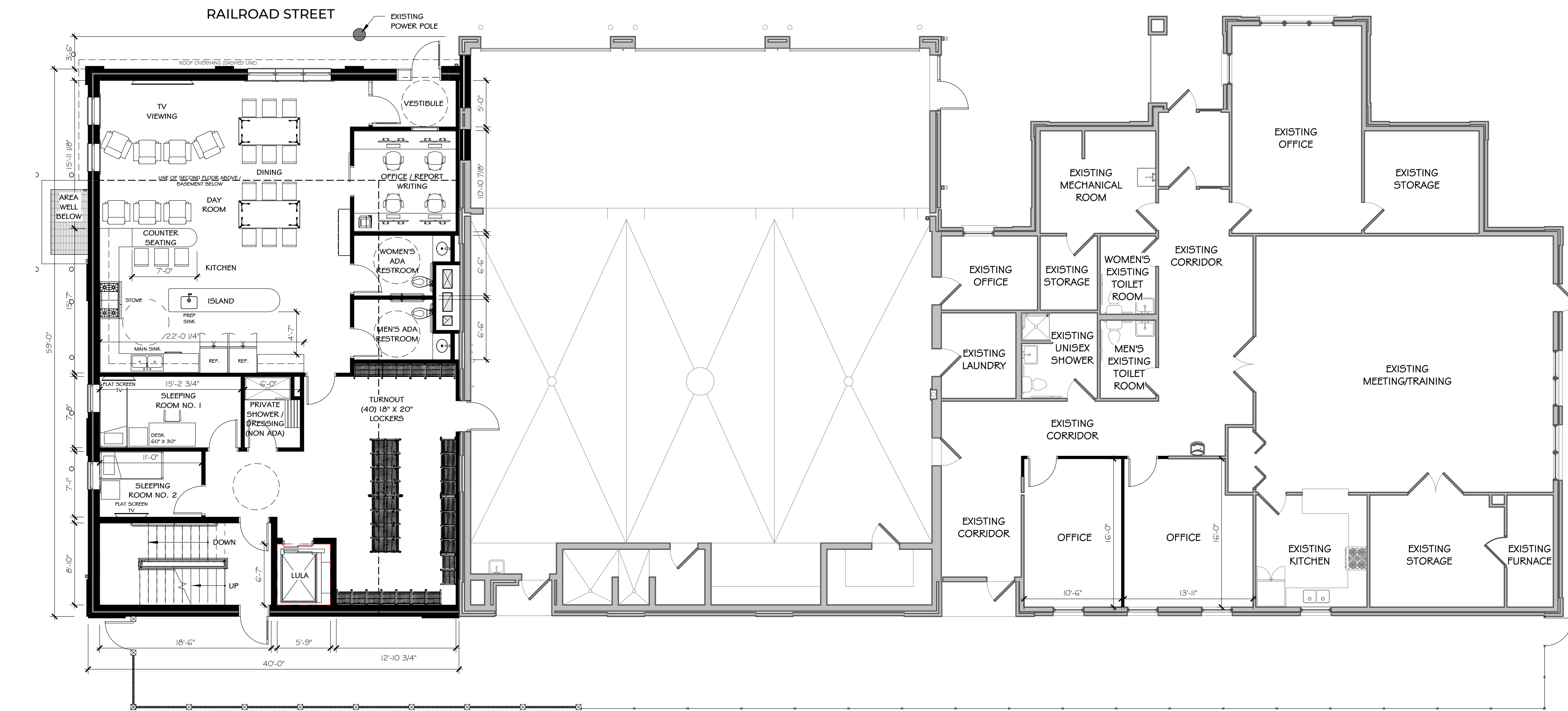
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ARCHITECTURAL SITE VIEWS /
ISOMETRICS

SHEET NUMBER

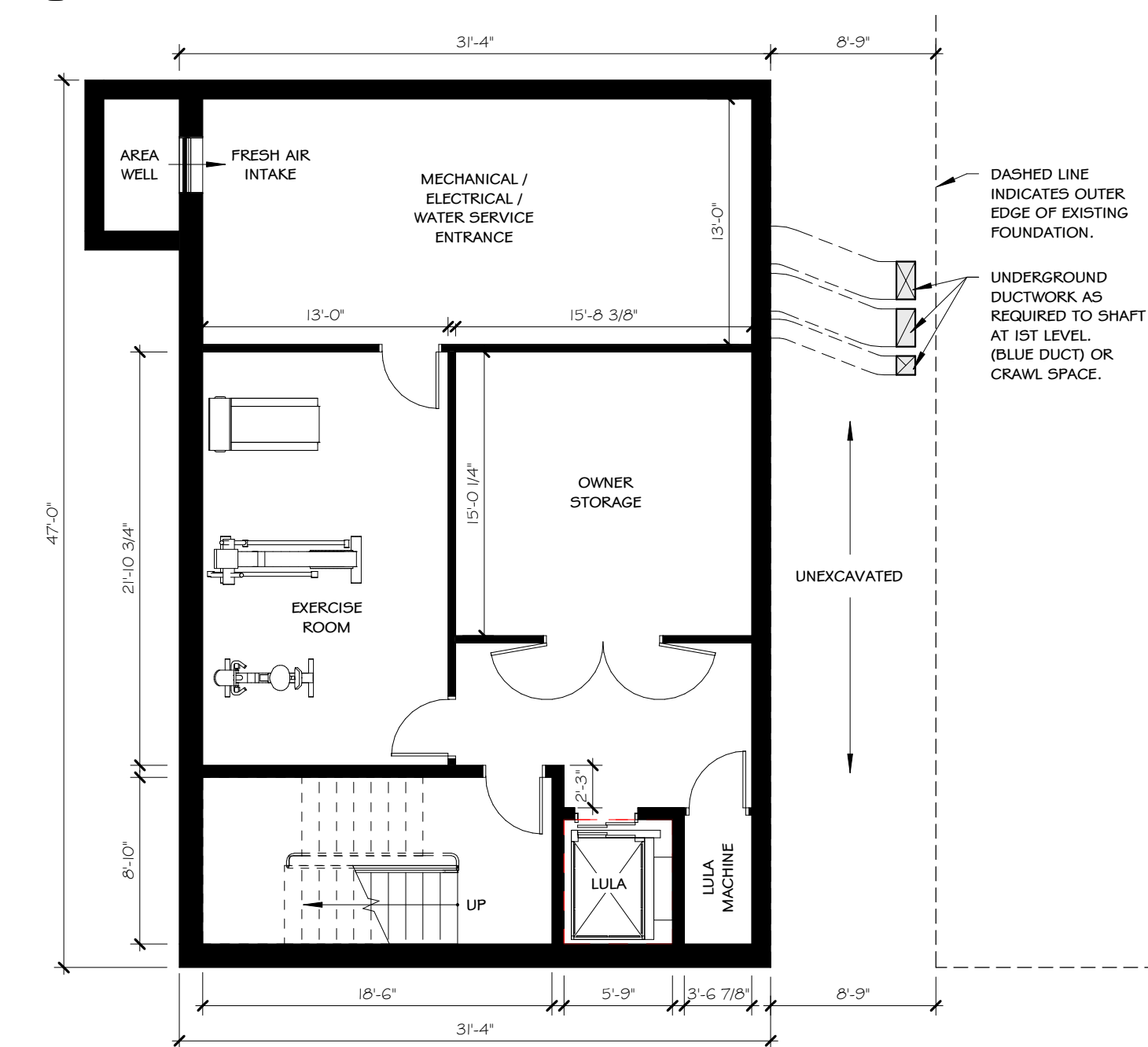
AS101



1 SECOND FLOOR PLAN
SCALE: 1/8" = 1'-0"



2 FIRST FLOOR PLAN
SCALE: 1/8" = 1'-0"



3 BASEMENT FLOOR PLAN
SCALE: 1/8" = 1'-0"

BASEMENT ADDITION: 1,473 GSF
FIRST FLOOR ADDITION: 2,366 GSF
SECOND FLOOR ADDITION: 1,880 GSF
TOTAL BUILDING ADDITION: 5,719 GSF

REVISIONS	DATE
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PRELIMINARY
NOT FOR CONSTRUCTION

CLIENT
**REEDSBURG AREA
AMBULANCE SERVICE**

PROJECT
**SLEEPING UNIT & DAY
ROOM ADDITION**

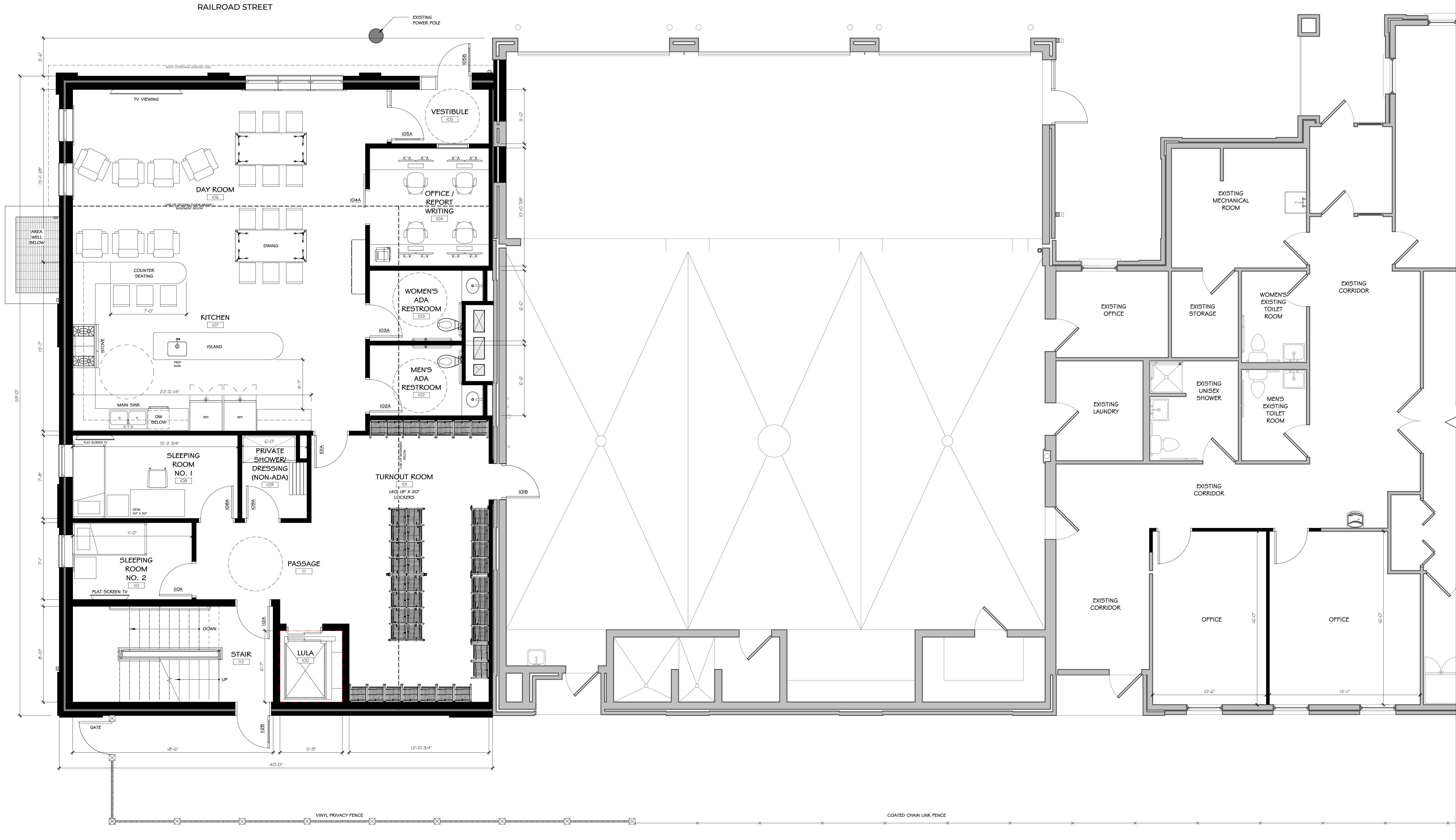
REEDSBURG, WI

DRAWN BY
A. OUPER
CHECKED BY
D. CAMERON
DATE
05.04.2022
JOB NUMBER
21-144
VOLUME / BID SET

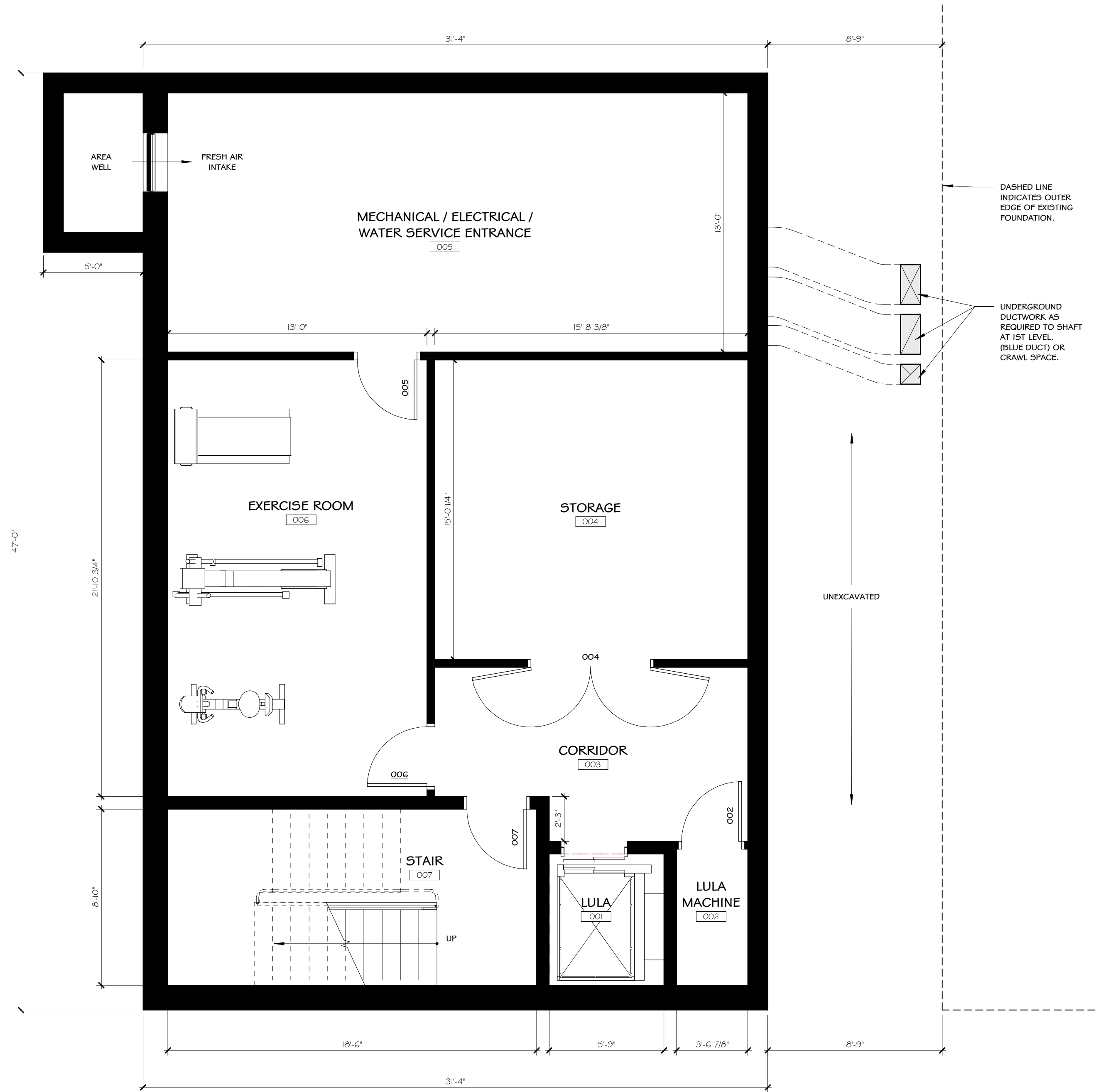
SHEET NAME
OVERALL FLOOR PLANS

SHEET NUMBER

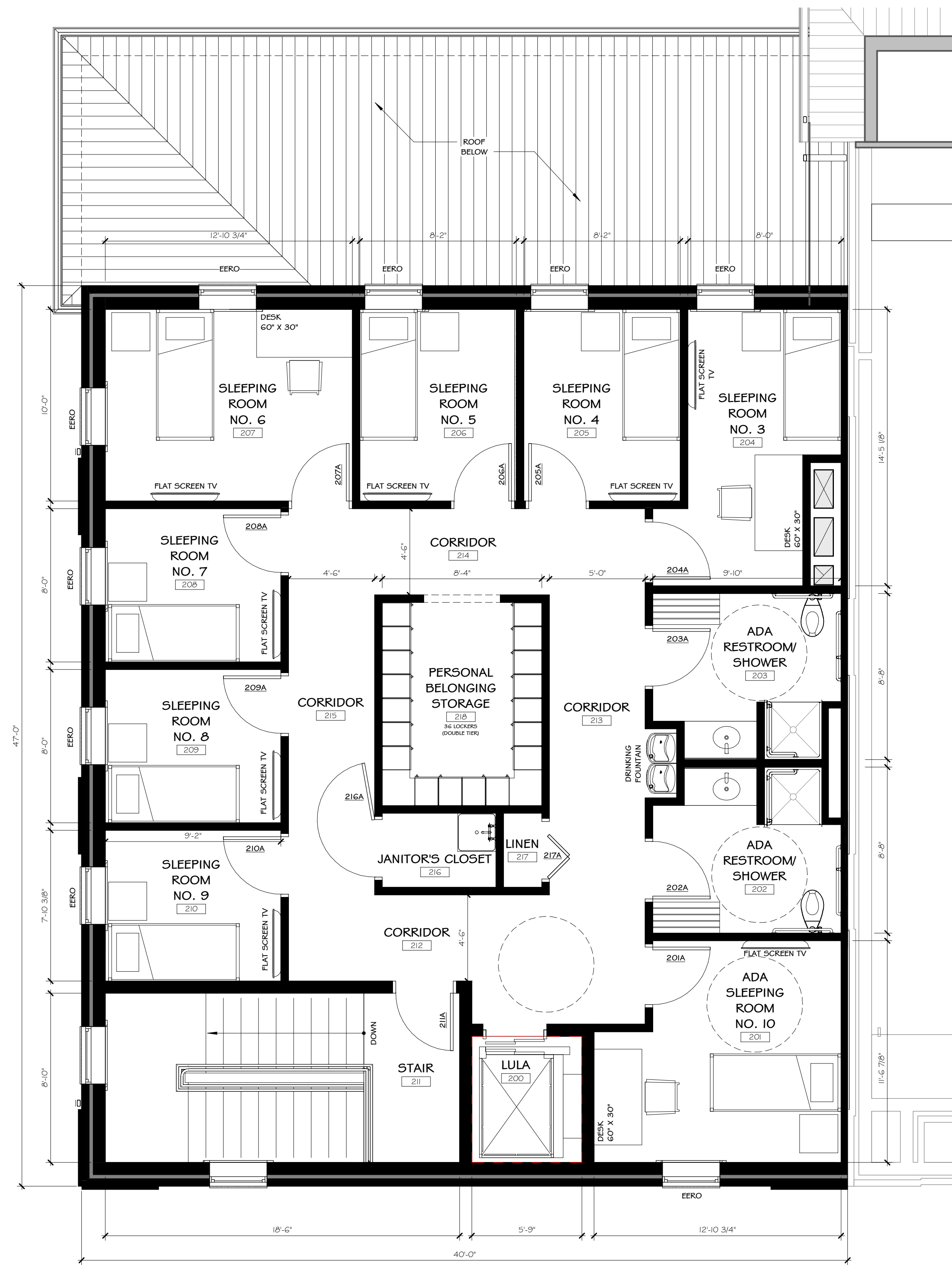
A101



1 EXPANDED FIRST FLOOR PLAN
SCALE: 1/4" = 1'-0"



1 EXPANDED BASEMENT FLOOR PLAN
SCALE: 1/4" = 1'-0"



2 EXPANDED SECOND LEVEL PLAN
SCALE: 1/4" = 1'-0"

REVISIONS	DATE
-----------	------

PRELIMINARY
NOT FOR CONSTRUCTION

CLIENT
**REEDSBURG AREA
AMBULANCE SERVICE**

PROJECT
**SLEEPING UNIT & DAY
ROOM ADDITION**

REEDSBURG, WI

DRAWN BY
A.OUPER
CHECKED BY
D.CAMERON
DATE
05.04.2022
JOB NUMBER
21-144
VOLUME / BID SET

SHEET NAME
**EXPANDED BASEMENT AND
SECOND FLOOR PLANS**

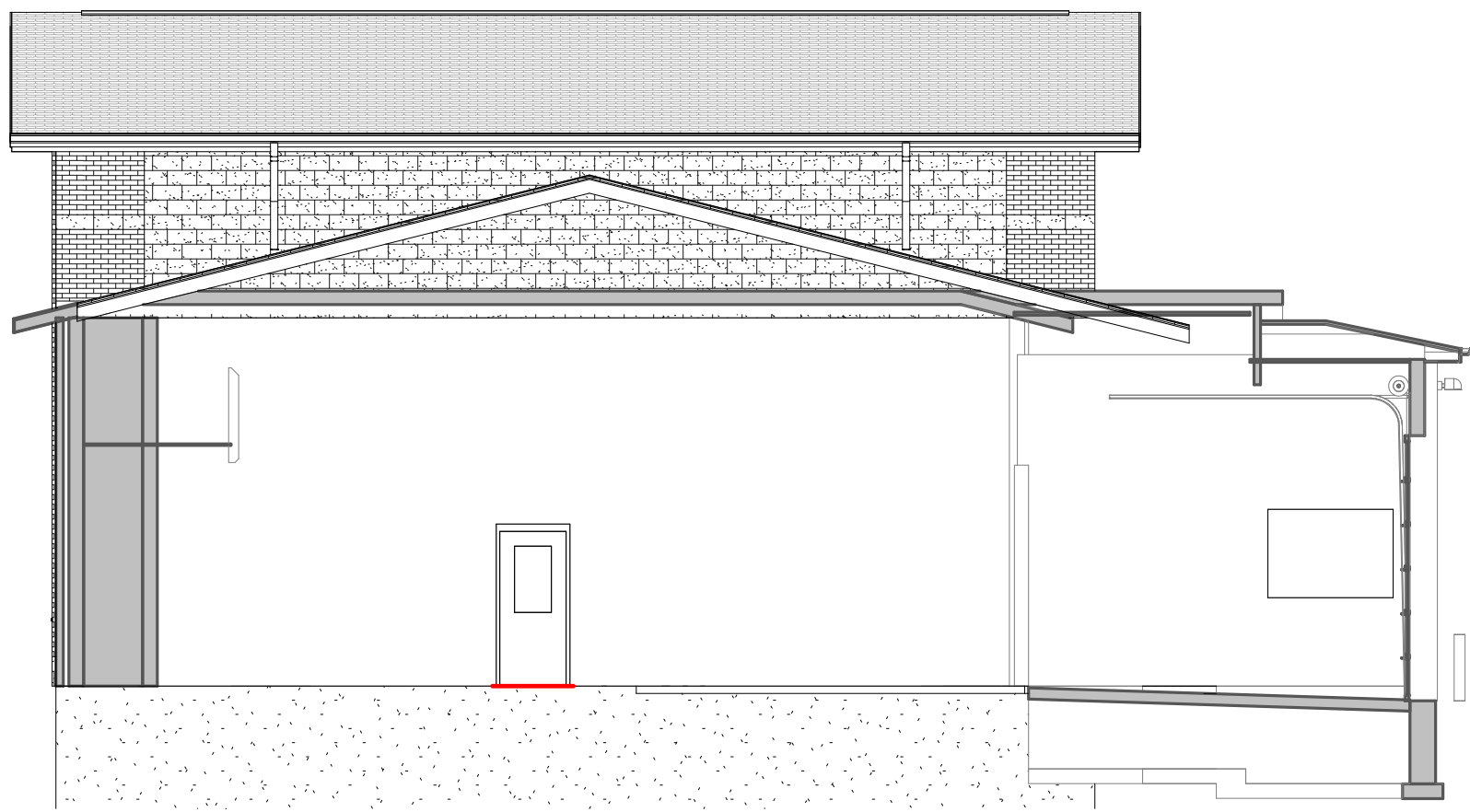
SHEET NUMBER

A201



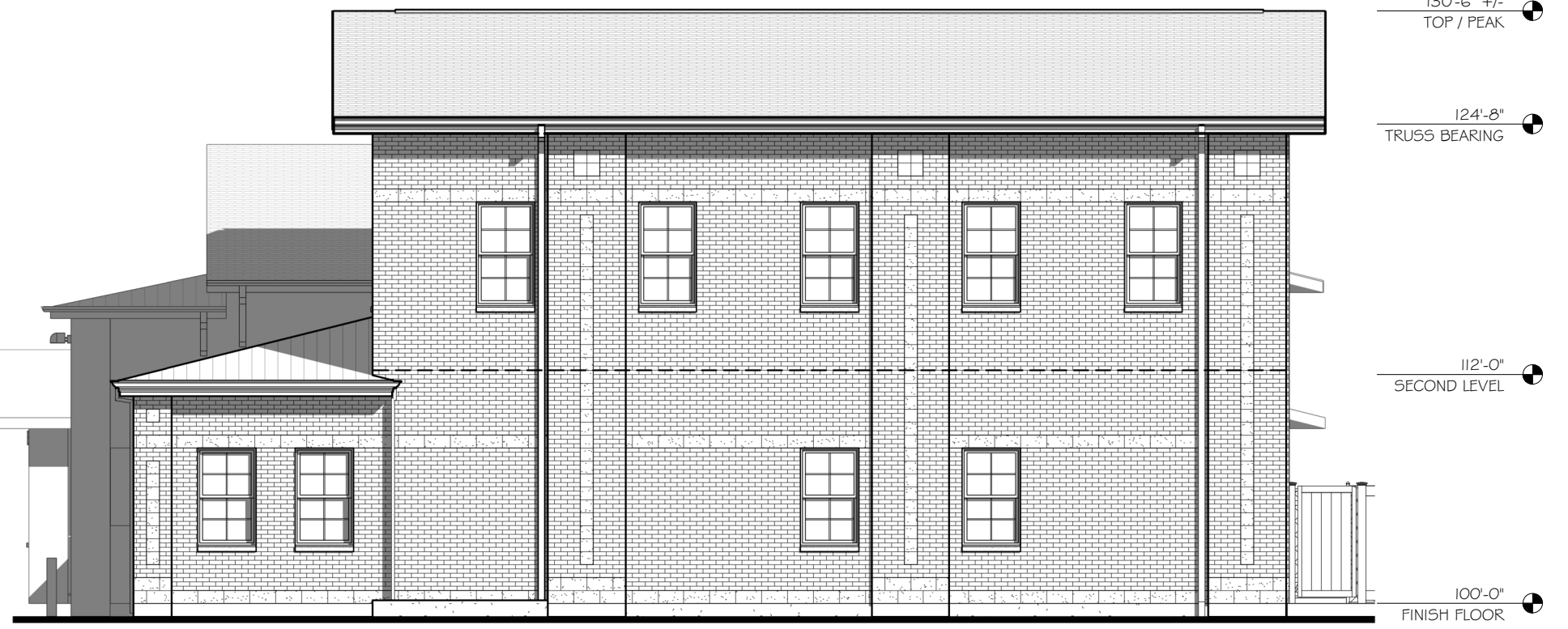
1 ELEVATION 'A'

SCALE: 1/8" = 1'-0"



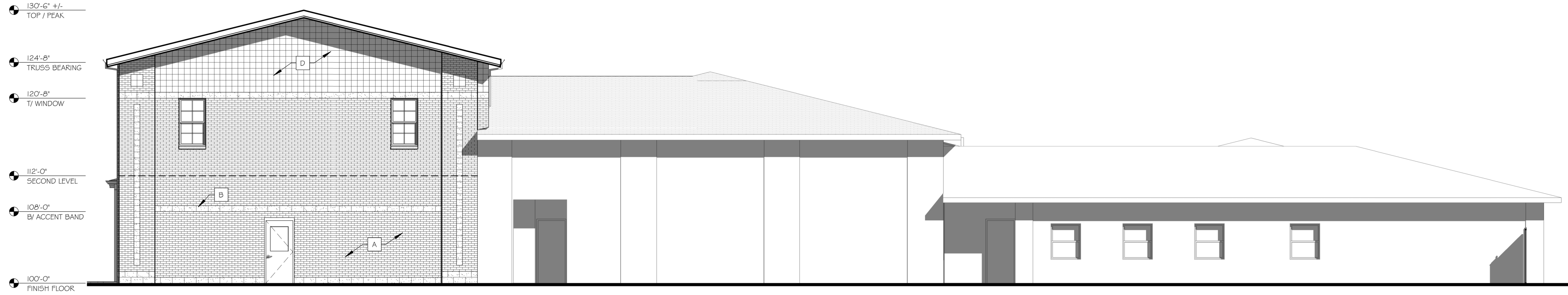
2 ELEVATION 'B'

SCALE: 1/8" = 1'-0"



3 ELEVATION 'C'

SCALE: 1/8" = 1'-0"



4 ELEVATION 'D'

SCALE: 1/8" = 1'-0"

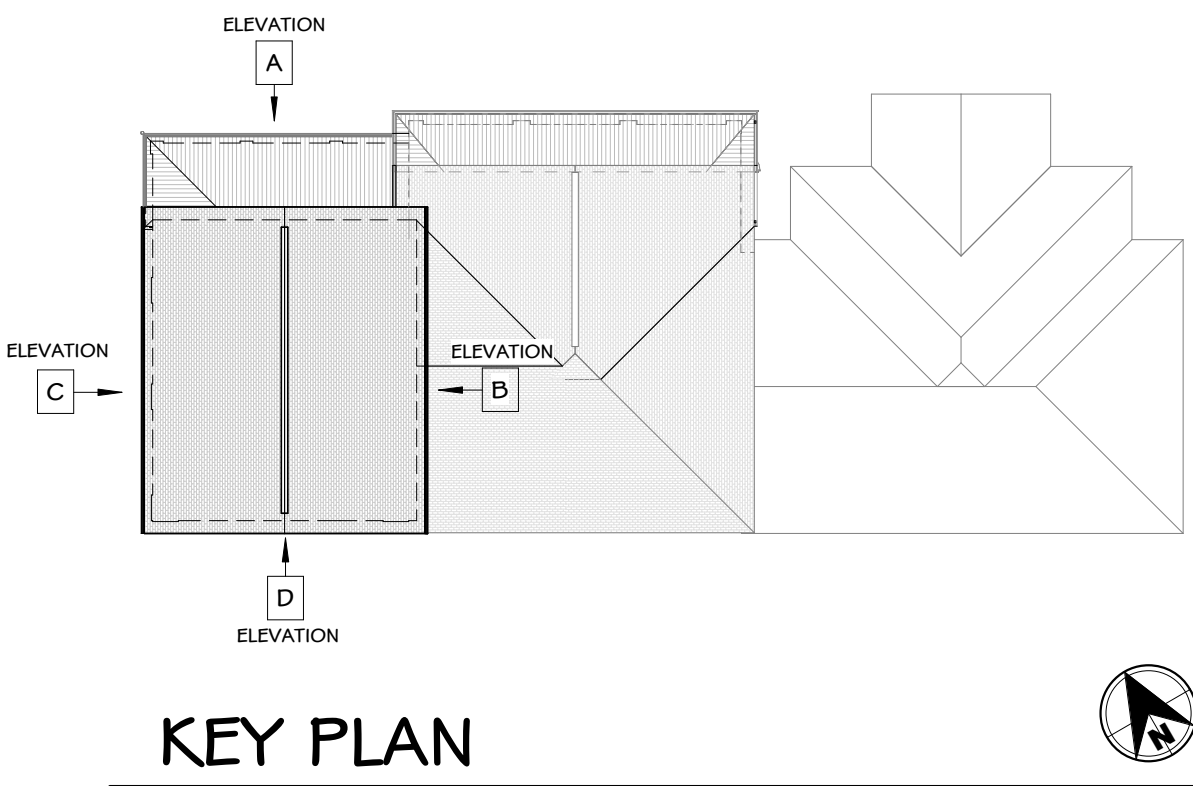
EXTERIOR FINISH SCHEDULE			
BOX	MATERIAL / MANUFACTURER	DESCRIPTION / COLOR	NOTES
A	FACE BRICK, MODULAR SIZE, RUNNING BOND, SIOUX CITY BRICK AND TILE (PART OF GLEN-GERY)	RED DESERT VELOUR	NOTES: 1, 2, 3
B	COUNTY MATERIALS, SPLIT-FACE CMU, RUNNING BOND	MATCH EXISTING COLOR	
C	CAST STONE SILL, EDWARDS CAST STONE COMPANY	MATCH EXISTING COLOR	
D	SMOOTH FACE CMU, INTEGRAL COLOR UNIT, VERTICAL SCORE	MATCH EXISTING COLOR	
E	STANDING SEAM METAL ROOFING, FABRAL METAL WALL & ROOF SYSTEMS	ENDURACOTE FINISH, BRICK, RED (0598)	NOTES: 1
F	ASPHALT DIMENSIONAL SHINGLE, CERTAINTED LANDMARK	BURNT SIENNA	NOTES: 1, 4
G	VENTED METAL SOFFIT PANEL, FABRAL DECOR-FLUSH WITH PERFORATION	COCOA BROWN #56	NOTES: 1

GENERAL EXTERIOR ELEVATION NOTES:

- PROVIDE SEALANT IN COLOR TO MATCH EXTERIOR WALL CLADDING AROUND ALL NEW ELECTRICAL OUTLETS, MECHANICAL APPURTENANCES, AND FREEZE-PROOF HOSE-DRIPS.
- EXTERIOR MEP EQUIPMENT SHOWN ON THESE DRAWINGS IS SHOWN TO THE BEST ABILITY OF THE ARCHITECT USING BUILDING INFORMATION TECHNOLOGY BUT IT REMAINS THE RESPONSIBILITY OF THE GENERAL CONTRACTOR TO COORDINATE THE WORK AND REVIEW FOR CONFLICTS.
- ALL EXTERIOR MATERIAL COLOR, STYLE AND SHEN SELECTIONS TO BE CONFIRMED VIA SHOP DRAWINGS, PRODUCT DATA CUT SHEETS, AND MATERIAL SAMPLE SUBMITTALS OUTLINED IN THE PROJECT SPECIFICATIONS.
- SEE ALSO PROJECT SPECIFICATIONS FOR ADDITIONAL ALLOWED MANUFACTURERS FOR VARIOUS EXTERIOR MATERIALS.
- ALL EXPOSED SURFACES OF GALVANIZED STEEL UNITS TO BE PAINTED TO MATCH THE MASONRY VENEER. SEE ALSO WALL SECTIONS.

EXTERIOR FINISH SCHEDULE KEYNOTES:

- MATCH EXISTING BUILDING COLOR / MATERIAL.
- FURNISH AND INSTALL TWO (2) COATS OF WATER REPELLENT SEALANT TO ALL VERTICAL MASONRY SURFACES. SET 071900 WATER REPELLENTS FOR SPECIFIED PRODUCTS.
- SIOUX CITY BRICK IS NOW A BRAND OF GLEN-GERY BRICKWORKS NORTH AMERICA CORPORATION. PROVIDE BRICK MATCHING EXISTING FROM THE ADEL, IOWA PLANT, BOULEVARD SERIES, COLOR AS INDICATED IN THE SCHEDULE ABOVE.
- FOLLOW MANUFACTURER'S INSTALLATION INSTRUCTIONS FOR UNDERLAMENT REQUIREMENTS FOR LOW-SLOPE 3:12 APPLICATION.



Staff Report

DATE: May 10, 2022

APPLICANT: City of Reedsburg

LOCATION: 1401 Viking Dr; Parcel 276-2046-00000

ZONING: Government

PROPOSED LAND USE CHANGE: Site Plan Review (SPR)

DESCRIPTION OF PROPERTY/IMPROVEMENTS: Consider Site Plan Review for new fieldhouse

General Findings

SURROUNDING LAND USES:

- North – Residential
- West – Industrial
- South – Residential
- East – Industrial

ZONING:

- North – R-1 Residential
- West – I-1 Light Industrial, B-1 Business
- South – R-1 Residential, I-1 Light Industrial
- East – I-1 Light Industrial, Government

TOPOGRAPHY: Flat slopes

STREET R.O.W./TRAFFIC/ACCESS: Railroad St, South Ave, S Pine St; 66' ROW

ENVIRONMENTAL HAZARDS/CONDITIONS: None known

COMPREHENSIVE PLAN DESIGNATION: Residential

Site Plan Review Findings of Fact for Section 690-33(A-F)

The site plan shall be designed so that there is a limited amount of change in the overall natural contours of the site and shall minimize reshaping in favor of designing the project to respect existing features of the site in relation to topography, the size and type of the lot, the character of adjoining property, the minimization of tree and soil removal and the type and size of buildings. The site shall be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this Ordinance.

1. The Board finds that the property is zoned Government.
2. The Board finds that the property contains Nishan Park, RACA, demo derby area, and Jaycee's building.
3. The Board finds that the request is to add a new 53,578 fieldhouse structure in the demo derby area.
4. The Board finds that 180 new parking spaces are proposed to go along with adjacent existing parking.
5. The Board finds that the tax parcel is approximately 21 acres in size.
6. The Board finds that § 690 Schedule 5 permits 'Public parks and recreation facilities'.

Special attention shall be given to proper site drainage so that removal of storm waters will not adversely affect neighboring properties.

1. The Board finds that the lot is approximately 21 acres in size.
2. The Board finds that the request is to add a new 53,578 fieldhouse structure in the demo derby area.

All buildings or groups of buildings should be so arranged as to permit emergency vehicle access by some practical means.

1. The Board finds that there is an existing drive of Viking Dr and a proposed driveway from 19th St.

Exterior lighting shall be arranged as follows:

- It is deflected away from adjacent properties.
 - It does not impede the vision of traffic along adjacent streets.
 - It does not unnecessarily illuminate night skies.
1. The Board finds that exterior lighting would be placed on the building.

The arrangement of public or common ways for vehicular and pedestrian circulation shall respect the pattern of existing or planned streets and pedestrian or bicycle pathways in the area. Streets and drives which are part of an existing or planned street pattern which serves adjacent development shall be of a width appropriate to the traffic volume they will carry.

1. NA

Site plans shall conform to all applicable requirements of City, State and Federal statutes and the City of Reedsburg Comprehensive Plan, and approval may be conditioned on the applicant receiving necessary City, State and Federal permits.

1. The Board finds that future use is Residential.

COMMENTS

ADMINISTRATOR:

AMBULANCE:

FIRE:

POLICE:

PUBLIC WORKS:

SCHOOL:

UTILITIES:

OTHER:

STAFF COMMENTS: There are still a few items to work out, namely a stormwater plan and parking landscape. I believe the stormwater plan is not finalized and could affect the exact placement of the fieldhouse meaning that what is shown may not be the final location. For the parking, there appears to be enough space for parking islands (equivalent of about 10 parking spaces based on rough measurement), but they are not indicated on the plan other than with striping. My understanding is that Vierbicher will be working on a more detailed plan, so this may be a concept approval for now.

Exhibit List

- A. City of Reedsburg Comprehensive Plan
- B. Zoning Ordinance, City of Reedsburg, Wisconsin
- C. Tuesday, May 10, 2022, Plan Commission Agenda
- D. Land Use Change Application
- E. Staff Report

Designing Experiences.
Building Relationships.

PROJECT INFORMATION

CITY OF REEDSBURG, REEDSBURG FIELDHOUSE
REEDSBURG, WISCONSIN 53959

OWNER

CITY OF REEDSBURG
134 S. LOCUST STREET
P.O. BOX 490
REEDSBURG, WISCONSIN 53959
PHONE NUMBER: 608.254.6404

ARCHITECT/INTERIOR DESIGN

ARCHITECTURAL DESIGN CONSULTANTS, INC.
30 WISCONSIN DELLS PARKWAY
P.O. BOX 580
LAKE DELTON, WI 53940
PHONE NUMBER: 608.254.6161
FAX NUMBER: 608.254.2139

CIVIL CONSULTANT

VIERSCHER ASSOCIATES, INC.
400 VIKING DR.
REEDSBURG, WISCONSIN 53959
PHONE NUMBER: 608.254.6468

STRUCTURAL CONSULTANT

CONSULTANT
ADDRESS
ADDRESS
PHONE
EMAIL

HVAC CONSULTANT

CONSULTANT
ADDRESS
ADDRESS
PHONE
EMAIL

ELECTRICAL CONSULTANT

CONSULTANT
ADDRESS
ADDRESS
PHONE
EMAIL

PLUMBING CONSULTANT

CONSULTANT
ADDRESS
ADDRESS
PHONE
EMAIL

OWNER DIRECT CONSULTANTS:

LOW VOLTAGE CONSULTANT

CONSULTANT
ADDRESS
ADDRESS
PHONE
EMAIL

AQUATICS CONSULTANT

CONSULTANT
ADDRESS
ADDRESS
PHONE
EMAIL

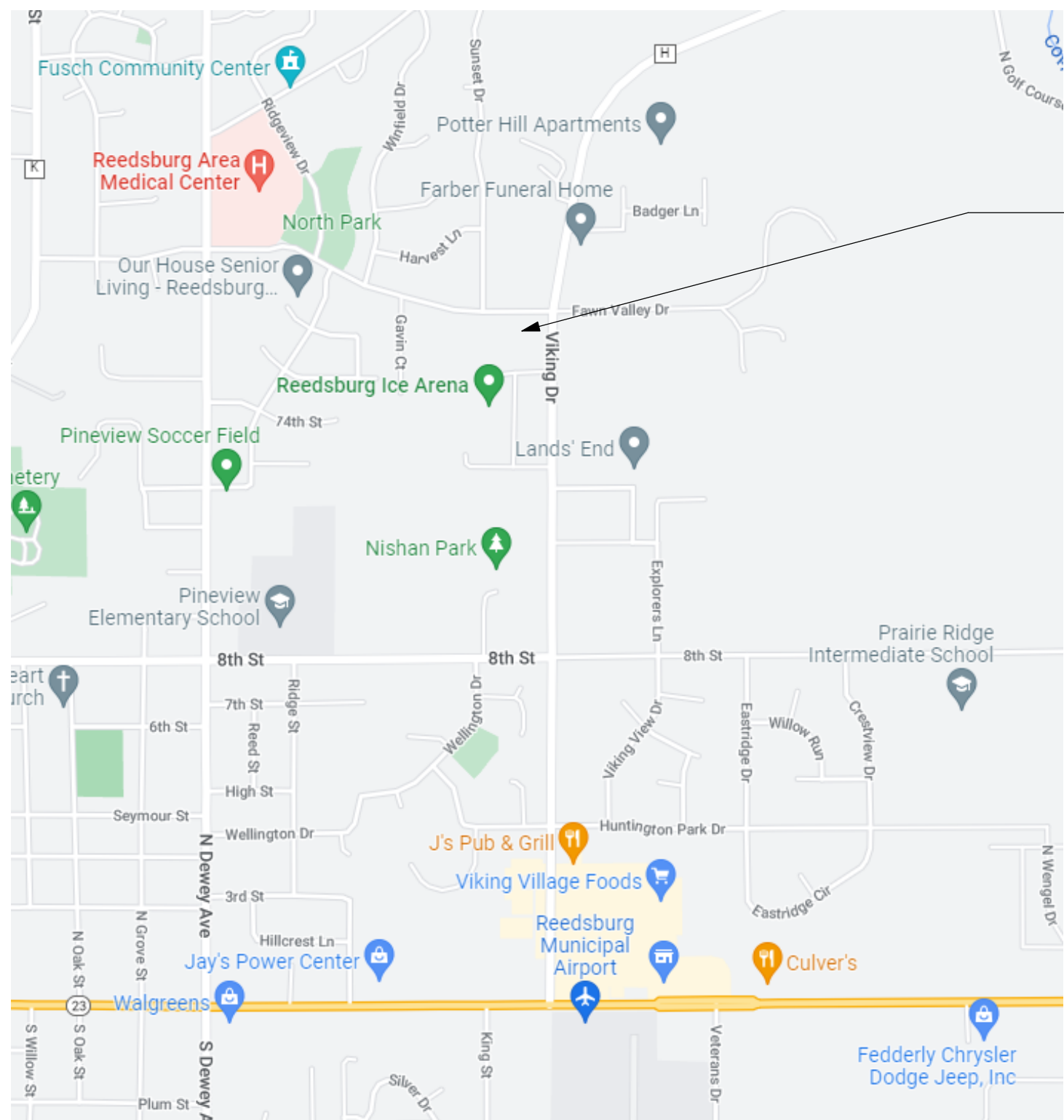
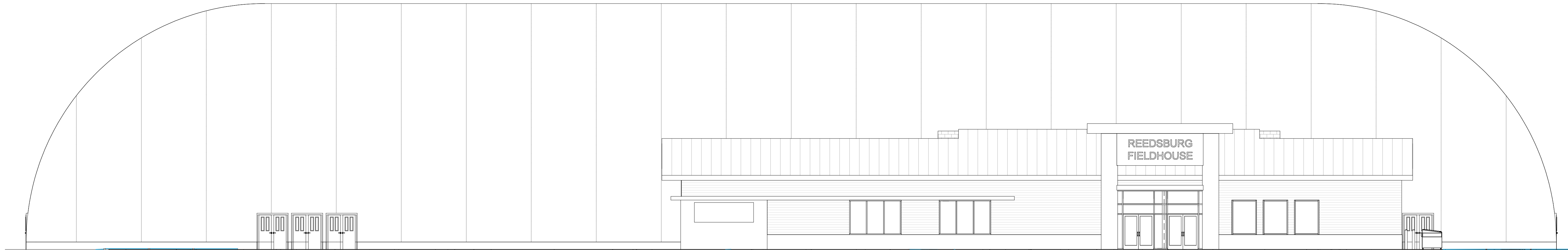
FOOD SERVICE CONSULTANT

CONSULTANT
ADDRESS
ADDRESS
PHONE
EMAIL

CITY OF REEDSBURG

REEDSBURG FIELDHOUSE

REEDSBURG, WI 53959
VOLUME I - ARCHITECTURAL



PROJECT LOCATION

VICINITY MAP

NOT TO SCALE



BUILDING INFORMATION:		
LOCATION:	AREA A	AREA B
	"SUPPORT BUILDING"	"FIELD HOUSE"
OCCUPANCY:	A-3	A-3
CLASS OF CONSTRUCTION:	IIB	IIB
SPRINKLERED:	YES	YES
NUMBER OF STORIES:	1 - STORY	1 - STORY
NUMBER OF FLOORS:	1 - FLOOR	1 - FLOOR
BUILDING HEIGHT:	2A'	48'-0"
BUILDING FOOTPRINT:	7,540 SQ. FT.	46,038 SQ. FT.
FLOOR AREAS:	7,540 SQ. FT.	46,038 SQ. FT.
TOTAL BUILDING AREA:	53,578 SQ. FT.	
ADCI PROJECT NUMBER:	21-112	
BUILDING CODE:	2015 INTERNATIONAL BUILDING CODE W/ WISCONSIN AMENDMENTS	
FIRE ALARM:	NFPA 72	
SPRINKLER SYSTEM:	NFPA 13	

INDEX OF DRAWINGS

TS100 TITLE SHEET

STRUCTURAL

CIVIL

MECHANICAL

LANDSCAPING

ELECTRICAL

ARCHITECTURAL

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G200	BARRIER FREE DESIGN NOTES
G201	BARRIER FREE DESIGN DETAILS
G202	BARRIER FREE DESIGN DETAILS
G203	BARRIER FREE DESIGN DETAILS
G204	BARRIER FREE DESIGN NOTES & DETAILS
A5100	ARCHITECTURAL SITE PLAN
A101	OVERALL FIRST FLOOR PLAN
A200	EXPANDED PLAN
A201	EXPANDED PLAN
A300	INTERIOR ELEVATIONS
A400	OVERALL EXTERIOR ELEVATIONS
A500	BUILDING SECTIONS
A600	ARCHITECTURAL DETAILS
A701	OVERALL FIRST FLOOR FINISH PLAN
A800	FIRST FLOOR REFLECTED CEILING PLAN
A900	ASSEMBLIES AND SCHEDULES
A910	ROOM FINISH SCHEDULE

PLUMBING

ARCHITECTURAL DESIGN CONSULTANTS, INC.
30 Wisconsin Dells Parkway | P.O. Box 580
Lake Delton, WI 53940
Phone: 608.254.6161 | Fax: 608.254.2139

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CLIENT

CITY OF REEDSBURG

PROJECT

REEDSBURG FIELDHOUSE

REEDSBURG, WI 53959

DRAWN BY

B.MEEHAN

CHECKED BY

D.CAMERON

DATE

03.16.2022

JOB NUMBER

21-112

VOLUME / BID SET

VOLUME I

SHEET NAME

TITLE SHEET

SHEET NUMBER

TS100



1 SITE PLAN
SCALE: 1" = 30'-0"



REVISIONS	DATE
-----------	------

PRELIMINARY
NOT FOR CONSTRUCTION

CLIENT
CITY OF REEDSBURG

PROJECT
REEDSBURG FIELDHOUSE

REEDSBURG, WI 53959

DRAWN BY
B.MEEHAN
CHECKED BY
D.CAMERON
DATE
03.16.2022
JOB NUMBER
21-112

VOLUME / BID SET
VOLUME I

SHEET NAME
ARCHITECTURAL SITE PLAN

SHEET NUMBER
AS100



1 SITE PLAN
SCALE: 1" = 50'-0"

REVISIONS	DATE
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PRELIMINARY
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CITY OF REEDSBURG

PROJECT
REEDSBURG FIELDHOUSE

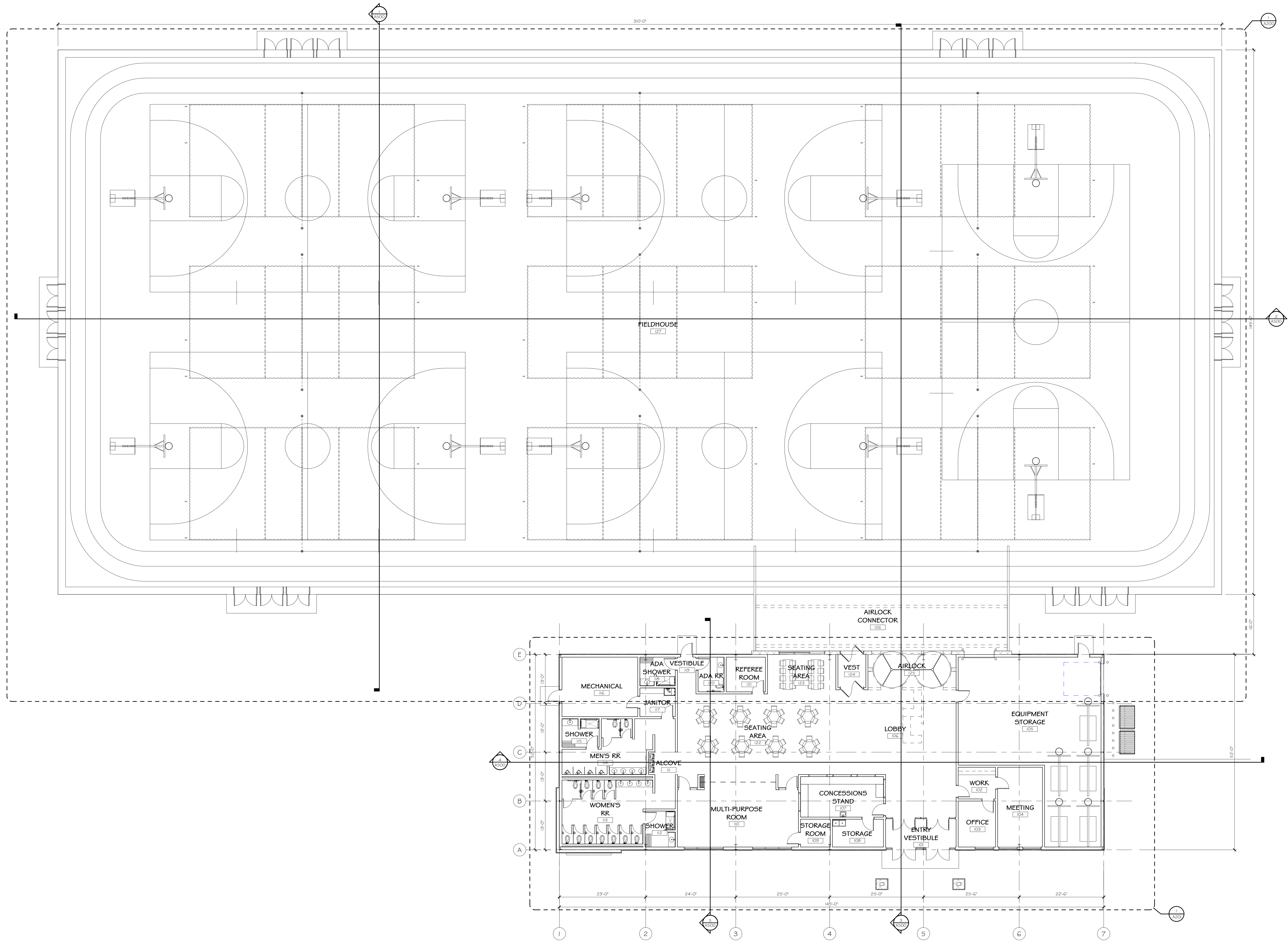
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21-112

VOLUME / BID SET
VOLUME I

SHEET NAME
CONTEXT SITE PLAN

SHEET NUMBER
AS101



FIRST FLOOR PLAN

SCALE: 3/32" = 1'-0"

REVISIONS	DATE
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PRELIMINARY
NOT FOR CONSTRUCTION

CLIENT
CITY OF REEDSBURG

PROJECT
REEDSBURG FIELDHOUSE

REEDSBURG, WI 53959

DRAWN BY
B.MEEHAN
CHECKED BY
D.CAMERON
DATE
03.16.2022
JOB NUMBER
21-112

VOLUME / BID SET
VOLUME I

SHEET NAME
OVERALL FIRST FLOOR PLAN

SHEET NUMBER

A101

REVISIONS	DATE
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PRELIMINARY
NOT FOR CONSTRUCTION

CLIENT
CITY OF REEDSBURG

PROJECT
REEDSBURG FIELDHOUSE

REEDSBURG, WI 53959

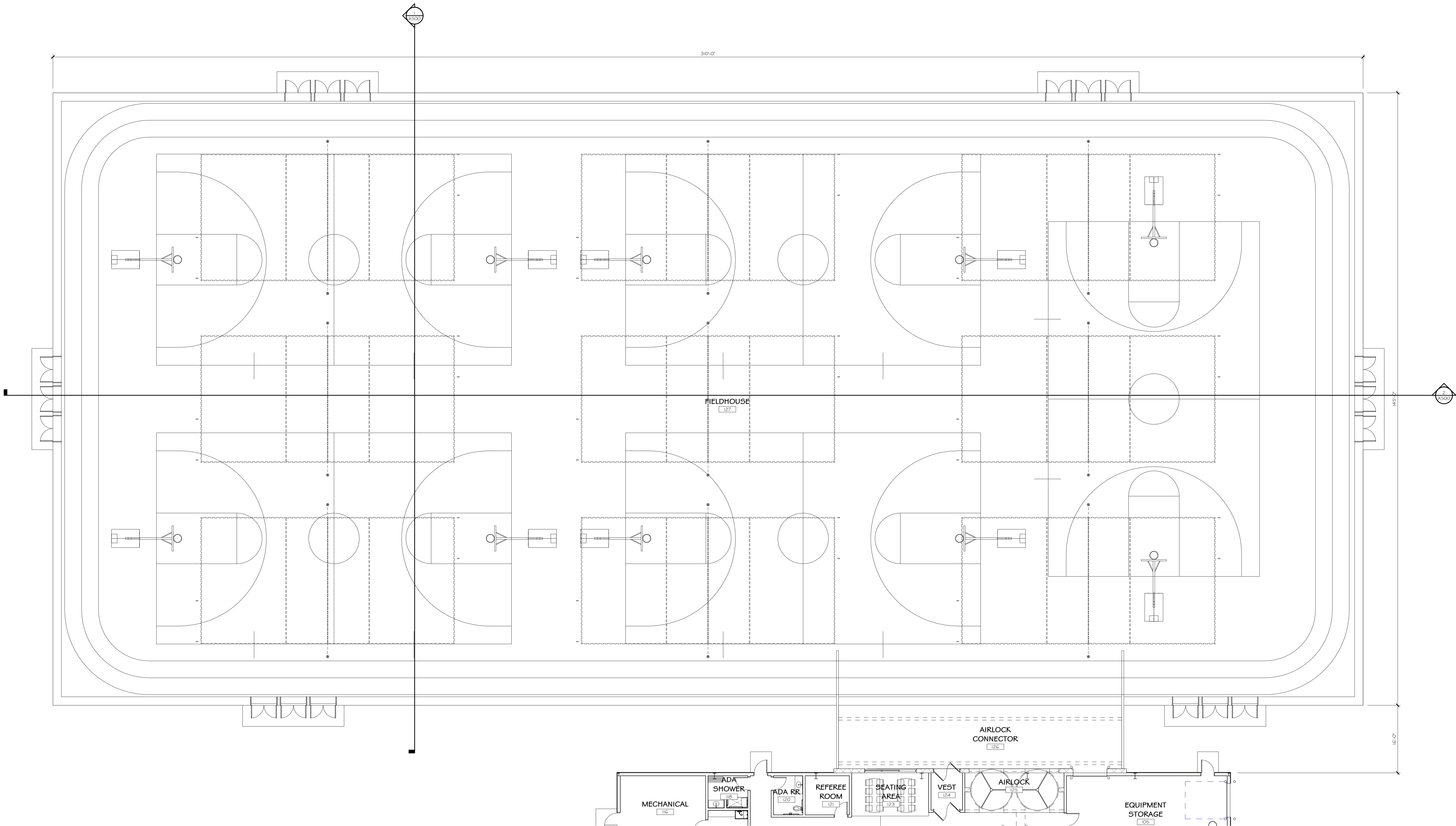
DRAWN BY
B.MEEHAN
CHECKED BY
D.CAMERON
DATE
03.16.2022
JOB NUMBER
21-112

VOLUME / BID SET
VOLUME I

SHEET NAME
EXPANDED PLAN

SHEET NUMBER

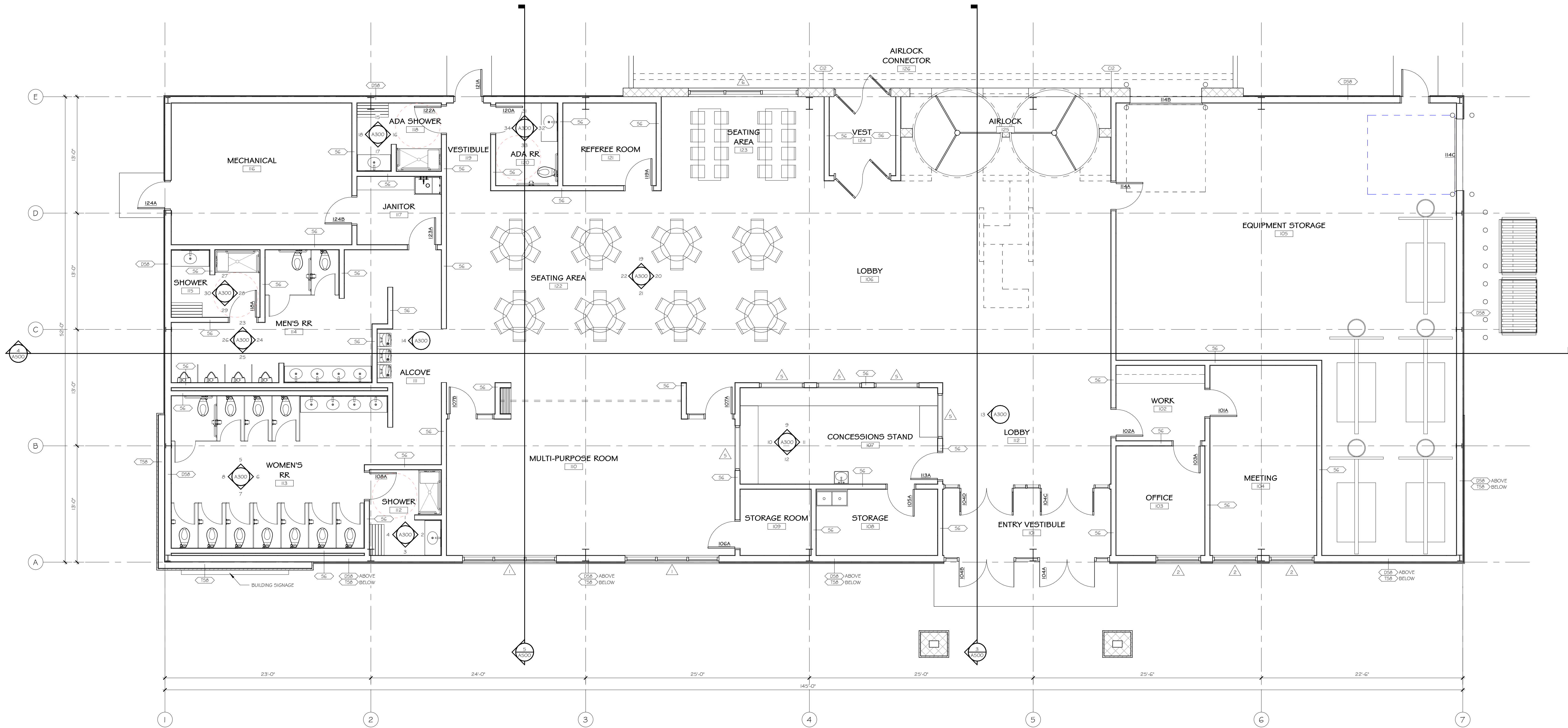
A200



EXPANDED FIRST FLOOR PLAN

SCALE: 3/32" = 1'-0"





1 EXPANDED FIRST FLOOR PLAN
SCALE: 3/16" = 1'-0"



REVISIONS / DATE

PRELIMINARY
NOT FOR CONSTRUCTION

CLIENT
CITY OF REEDSBURG

PROJECT
REEDSBURG FIELDHOUSE

REEDSBURG, WI 53959

DRAWN BY
B.MEEHAN
CHECKED BY
D.CAMERON
DATE
03.16.2022
JOB NUMBER
21-112
VOLUME / BID SET

VOLUME I

SHEET NAME
EXPANDED PLAN

SHEET NUMBER

A201



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SCALE: 1/8" = 1'-0"



SCALE: 1/8" = 1'-0"



SCALE: 3/32" = 1'-0"



SCALE: 1/8" = 1'-0"



CLIENT

CITY OF REEDSBURG

PROJE

REEDSBURG FIELDHOUSE

REEDSBURG, WI 53959

DRAWN BY

B. MEEHAN
CHECKED BY

D.CAMERON

03.16.2022

21-112

VOLUME / BID SET

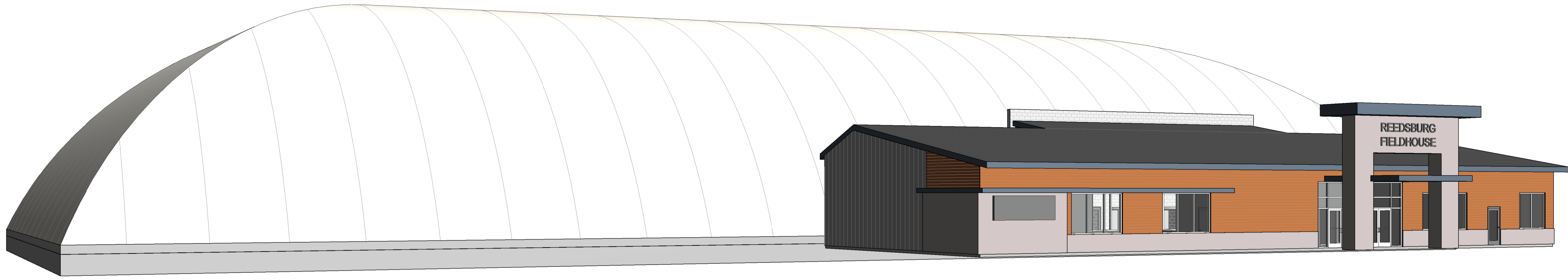
VOLUME I

SHEET NAME

OVERALL EXTERIOR ELEVATIONS

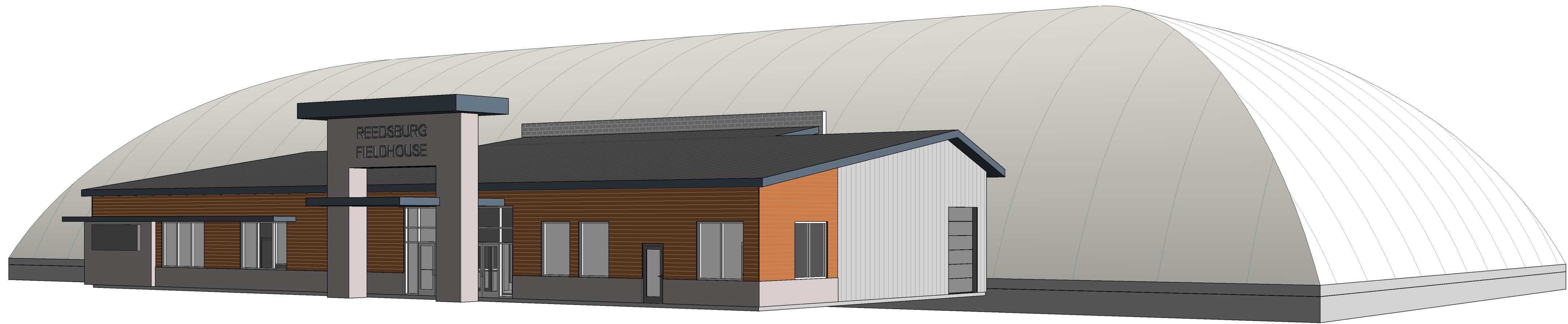
SHEET NUMBER.

A400



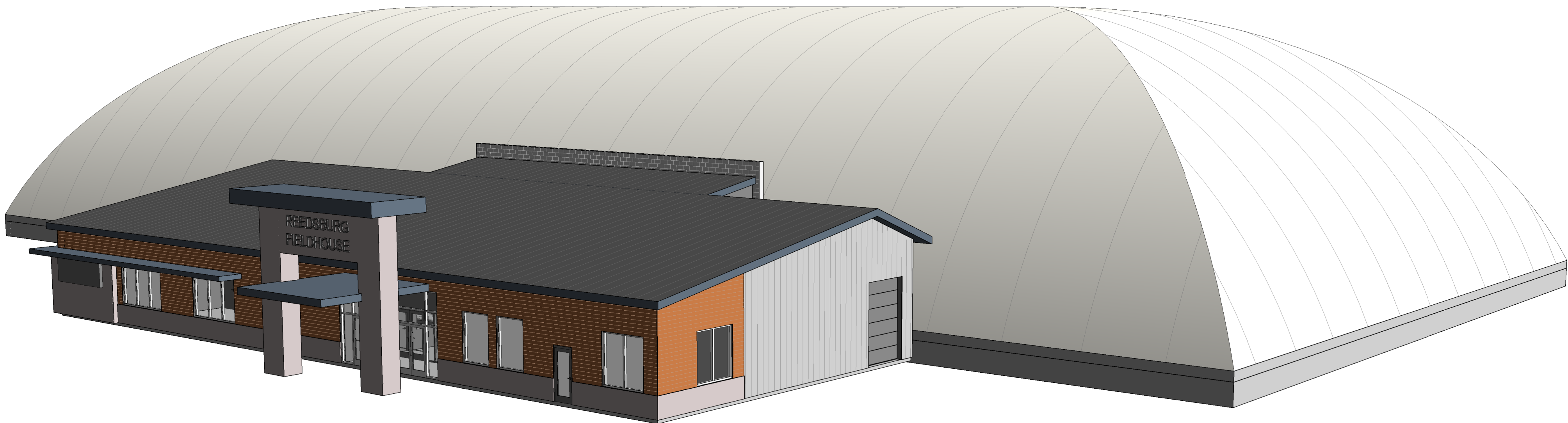
ISOMETRIC VIEW

NOT TO SCALE



ISOMETRIC VIEW

NOT TO SCALE



ISOMETRIC VIEW

NOT TO SCALE



SCHOOL DISTRICT OF
Reedsburg

501 K Street
Reedsburg, WI 53959
(608) 524-2016
(608) 768-8927 Fax

Roger J. Rindo, Ed.D.
District Administrator
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Director of Business Services
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Jeff Bindl
Director of Pupil Services
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& Staff Development*
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Barb Sand
Executive Assistant
(608) 524-2016, ext. 2007
bsand@rsd.k12.wi.us

Mission Statement:

*Our mission is to prepare
our students for the future,
instill a sense of respect
and a passion for learning.*

www.rsd.k12.wi.us

April 25, 2022

To Whom It May Concern:

I am happy to write this letter in support of the grant request by the City of Reedsburg to the Economic Development Initiative (EDI) - Department of Housing and Urban Development for the City's "Reedsburg Fieldhouse" project.

This fieldhouse project will be an important and significant addition to the greater Reedsburg area for use for recreational opportunities. In addition to those opportunities for our local residents, a facility of this nature will also benefit our local economy with the influx of tournament attendees throughout the year. The School District of Reedsburg and City have enjoyed a great collaborative partnership and this facility would only enhance that. In addition to providing much needed "court-space," the fieldhouse will also take pressure off of our local school gymnasiums which routinely receive more requests for community use than we are able to accommodate.

The City's Fieldhouse Project is a winner on many levels. I support it fully, and I hope the Economic Development Initiative-Department of Housing and Urban Development will support it, too. Thanks for your consideration!

Kind Regards,

Roger J. Rindo
District Administrator

April 21, 2022

To Whom It May Concern:

It is my pleasure to submit this letter of support for the grant request by the City of Reedsburg to the Economic Development Initiative (EDI) - Department of Housing and Urban Development for the City's "Reedsburg Fieldhouse" project.

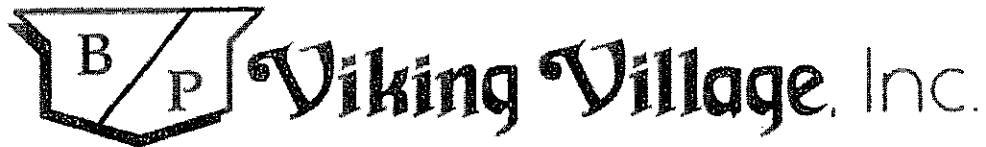
This fieldhouse project will be an important addition to the area for use for recreational opportunities. In addition to those opportunities for our local residents, this will also benefit our local economy with the influx of tournament attendees.

Reedsburg Area Medical Center is always pleased to support activities in our community that encourage wellness and exercise.

Thank you



Robert Van Meeteren
CEO/President



May 3, 2022

To Whom It May Concern:

I am contacting you to indicate my full support for the grant request by the City of Reedsburg to the Economic Development Initiative (EDI) Department of Housing and Urban Development for the City's "Reedsburg Fieldhouse" project. Viking Village, Inc and our associated local businesses (Viking Grocery, Viking Liquor, BP Express Mart, and Viking Express Car Wash) are excited for the city building this new structure just down the street from us.

As a business owner, this will be a huge opportunity for our community and will generate revenue for all of Reedsburg's local businesses when athletes and their families come to Reedsburg for events at this facility. Local charitable groups will have increased opportunities for fund raising. Local and regional athletes will have a new venue for competitions. This will also help with community growth, bringing young families with future athletes to live in Reedsburg and the surrounding area.

Please feel free to contact me if you would like to speak to me in more detail on my thoughts for this project and its impact on our great community.

Sincerely,
Pamela Coy

A handwritten signature in cursive script that reads 'Pamela X Coy'.

General Manager
Viking Village, Inc.
P. 608-524-6108
C. 608-393-5176
F. 608-524-8862
E. pamela.coy@vikingvillageinc.com



4-21-22

To Whom It May Concern:

I am contacting you to show my full support for the grant request by the City of Reedsburg to the Economic Development Initiative (EDI) Department of Housing and Urban Development for the City's "Reedsburg Fieldhouse" project.

As a local business owner, with a restaurant right down the street, this obviously benefits me immensely, but it also benefits the entire City of Reedsburg and all those who live here. We live in an already wonderful community, which has countless students involved in sports that will surely utilize the facility, and it will also bring in many more from around the Midwest. This will certainly bring in revenue for us as well as driving traffic downtown which will help revitalize and area of Reedsburg which is seeing some positive growth already.

All of this growth will create additional jobs, and higher paying jobs.

I am truly excited for this project - for me, my restaurant, my staff, my family, and all of Reedsburg.

Please feel free to contact me if you would like to speak more in depth about this project and how I feel it will impact Reedsburg.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jayson Pettit', is written over a white background.

Jayson Pettit

Chef/Owner

J's Pub & Grill

www.jspubgrill.com

Follow us on Facebook

608-768-0623

280 Viking Drive
Reedsburg, WI 53959



S & L COMPANIES

A Culver's Franchise Restaurant Group

Culver's

To Whom It May Concern

I am contacting you in regards to my support for the grant request by the City of Reedsburg to the Economic Development Initiative (EDI) - Department of Housing and Urban Development for the City's "Reedsburg Fieldhouse" project.

As a local restaurant owner just down the street, it will benefit me immensely, but will also benefit other local businesses as well. We live in an already wonderful community, which has countless students involved in sports that will surely utilize the facility year-round. This facility will be a corner stone to the Reedsburg community. As a business owner in the Wisconsin Dells, a facility similar to this brings in a lot of traffic and business to local communities

The field house will bring new businesses in and will also create more higher paying jobs for both adults and students.

This fieldhouse project will be an important addition to the area for use for recreational opportunities. In addition to those opportunities for our local residents, this will also benefit our local economy with the influx of tournament attendees.

Please feel free to reach out with any other questions. As a parent as well of children that will use this facility, I am excited for this project.

Sincerely,

Richie Strutz

To Whom It May Concern:

My name is Mark Barreau and I am the Board President for the RAYS (Reedsburg Area Youth Softball) organization. I am contacting you, on behalf of our Board, to show our support for the grant requested by the City of Reedsburg to the Economic Development Initiative – Department of Housing and Urban Development pertaining to the City's "Reedsburg Fieldhouse" project. This fieldhouse project is an important step in the growth of the Reedsburg community and the opportunity to benefit local businesses.

We feel that this fieldhouse will also give the young girls in our program a safe and welcoming place to improve their skills, meet new friends and build confidence. We also feel that this would be an opportunity for a community to work closer together and programs, such as Youth Softball and Little League, can support each other. This fieldhouse would also bring revenue to the Businesses in our community, that in turn sponsor our youth programs, so that the kids are given resources to make an impact. The "Trickle-Down" effect would be amazing. With that being said, I hope that our show of support will make your decision easy to approve this grant. Thank you for your time.

Sincerely,

A handwritten signature in black ink, appearing to read 'M. Barreau', with a long horizontal flourish extending to the right.

Mark Barreau,

President, RAYS Softball



4/26/2022

To whom it may concern,

I am contacting you in regards to my support for the grant request by the City of Reedsburg to the Economic Development Initiative (EDI) - Department of Housing and Urban Development for the City's "Reedsburg Fieldhouse" project.

The fieldhouse project will be a positive benefit to the children participating in our organization: Reedsburg Area Youth Basketball (RAYB). Our participation is currently limited by the space allotted to us by the School District of Reedsburg (SDR). The fieldhouse will increase opportunities to participate in addition to providing those opportunities at times during the evening more appropriate for young children. Initial plans for fieldhouse operations indicated that access to the fieldhouse during the week will be offered at a zero cost to our youth organizations and minimal costs for individuals. Our public school district, SDR, identifies almost 50% of our students coming from homes considered "economically disadvantaged" as defined by qualifying for free/reduced lunches. The fieldhouse project prioritizes the needs of our community first by increasing recreational opportunities for children and adults in a variety of activities at an affordable cost.

I have no doubt weekend events and tournaments at the fieldhouse will be a positive economic benefit for our community. Our own annual RAYB tournament draws over 60 teams to Reedsburg. In recent years, we've drawn teams from as far away as Crivitz, Kettle Moraine, and Janesville. We've done this utilizing a patchwork of six courts in four school district gyms. A well run tournament at a single modern location should easily replicate and exceed this amount of entries on a consistent basis. It is not uncommon for entire families, along with extended family, to attend our tournament in support of a single child. These families gather for lunch and/or dinner at Reedsburg restaurants, and often choose to stay at local hotels.

RAYB overwhelmingly supports the fieldhouse project for increasing recreational opportunities for children and providing an economic boost to the continued growth of our community.

Sincerely,

A handwritten signature in blue ink that reads "Mark Olson".

Mark Olson
President
Reedsburg Area Youth Basketball

To Whom It May Concern,

I am contacting you in regards to my support for the grant request by the City of Reedsburg to the Economic Development Initiative (EDI) - Department of Housing and Urban Development for the City's "Reedsburg Fieldhouse" project.

This fieldhouse project will be an important addition to the area for use for recreational opportunities. We are currently in our first season for our RAYV Force Volleyball program that includes 3rd - 8th graders. We are looking to extend our program to the high school ages in the future as well. We created our RAYV Force volleyball program to give volleyball opportunities to our youth. There are very limited opportunities in this area. I would say we have had a successful turnout for our 1st year and we hope we will continue to grow. It has been very difficult to get gym space for our youth program in our first season, especially with how many teams we formed. We have had to work around other youth programs as well as city leagues too. Adding more gym space to the area would eliminate this issue. We would be able to run our practices, camps, clinics, open gyms, tournaments, scrimmages, and playdates out of the Reedsburg Fieldhouse.

I saw a draft of the Fieldhouse and was excited to see there was a walking track above the courts. The City of Reedsburg can promote walking clubs for youth and adults over the winter months and continue them into the summer creating a wonderful wellness opportunity for all individuals. There will be so much more our recreation department can do for our community with this Fieldhouse. In addition to those opportunities for our local residents, this will also benefit our local economy with the influx of tournament attendees.

Thank you so much for your time and consideration,

Renee Reuter
RAYV Force President

To whom it may concern:

I am contacting you on behalf of the Reedsburg Area High School baseball program to offer our support of the grant request for the Reedsburg Fieldhouse. The multi-sport complex would be a HUGE benefit for the high school baseball program.

The team currently has open gyms that start in December and run into March. They are held at the high school in the small gym. There are two obstacles to holding these at the high school in the winter.

The first is scheduling around all of the winter sports. (Boys and girls basketball, gymnastics, and wrestling). It is a challenge finding available times on a consistent basis for kids to come in and work on skills and arm strength/endurance. There are other school gyms in the district that we could use, but the batting cages are at the high school, so we are locked into that building.

The second is space. We have two cages in the small gym and two in the upper gym. During the winter months, gymnastics is in-season so all of their equipment is set up in the upper gym, so that room is off limits until March. We do use the small gym, but when you drop down 2 cages and have 30+ kids coming in, it does not leave any room to safely do other drills, as the small gym is one basketball court in size.

Once our season starts, we are inside whenever the weather is bad.....which is quite often. We rotate on an early practice/late practice schedule with softball, track, and soccer. With the rotation and sharing space, there are times when we only have the small gym and upper gym. That is definitely not ideal when you have almost 50 kids coming in for baseball practice. That does not leave any room to throw and play catch, or even work on fly balls and grounders.

The new facility would give us more opportunities in the winter to do long toss, work on pitching, hitting, and other skill work in a much larger area, making it safer for all involved. It would also allow baseball to practice there in the spring on bad weather days, as the facility is next to our field. That would help solve the early/late practices at the high school and eliminate some of the congestion.

The new facility would be a huge asset to our community and is definitely something that the high school baseball team could use and benefit from, making our program stronger and better.

Thank you,
Chris Hahn
Reedsburg Varsity Baseball Coach

Mark Simon
Varsity Girls Basketball Head Coach - 16 years
Webb Middle School Social Studies Teacher - 18 years

To Whom It May Concern

I am contacting you in regards to my support for the grant request by the City of Reedsburg to the Economic Development Initiative (EDI) - Department of Housing and Urban Development for the City's "Reedsburg Fieldhouse" project.

I believe this Fieldhouse would be a major step forward for our community. It would not only benefit the young athletes of Reedsburg and community members but also the local businesses (year round). There are so many positives to building this Fieldhouse: kids being able to practice at reasonable times, the use of multiple sports in the facility, bringing people to Reedsburg and stopping by our businesses (year round), tournaments/opportunities for kids (to name a few).

I feel that there are certain things that stand out in a community/city that makes the people that live there proud - this would be one of those projects. I give my full support towards making it happen.

Thank You!

Mark Simon
4/29/22

To Whom It May Concern,

I am contacting you in regards to my support for the grant request by the City of Reedsburg to the Economic Development Initiative (EDI) - Department of Housing and Urban Development for the City's "Reedsburg Fieldhouse" project.

This fieldhouse project will be an important addition to the area for use for recreational opportunities. In addition to those opportunities for our local residents, this will also benefit our local economy with the influx of tournament attendees.

Sincerely,

David Fitzpatrick
Soccer Club of Reedsburg Board
Director of Coaching

To Whom It May Concern,

I am contacting you in regards to my support for the grant request by the City of Reedsburg to the Economic Development Initiative (EDI) - Department of Housing and Urban Development for the City's "Reedsburg Fieldhouse" project.

This fieldhouse project will be an important addition to the area for use for recreational opportunities. In addition to those opportunities for our local residents, this will also benefit our local economy with the influx of tournament attendees.

Sincerely,

David Fitzpatrick
Boys Soccer Head Coach
Reedsburg Area High School

Chapter 55

ETHICS CODE AND BOARD

§ 55-1. Statement of purpose.

- A. The proper operation of democratic government requires that public officials and employees be impartial and responsible to the people; that government decisions and policy be made in proper channels of the governmental structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its government. In recognition of these goals, there is hereby established a Code of Ethics for all City of Reedsburg officials and employees, whether elected or appointed, paid or unpaid, including members of boards, committees and commissions of the City, as well as any individuals who are candidates for elective office as soon as such individuals file nomination papers with the City.
- B. The purpose of this Ethics Code is to establish guidelines for ethical standards of conduct for all such officials and employees by setting forth those acts or actions that are incompatible with the best interests of the City of Reedsburg and by directing disclosure by such officials and employees of private financial or other interests in matters affecting the City. The Common Council believes that a Code of Ethics for the guidance of elected and appointed officials and employees will help them avoid conflicts between their personal interests and their public responsibilities, will improve standards of public service and will promote and strengthen the faith and confidence of the citizens of this City in their elected and appointed officials and employees. The Common Council hereby reaffirms that each elected and appointed City official and employee holds his or her position as a public trust, and any intentional effort to realize substantial personal gain through official conduct is a violation of that trust. The provisions and purpose of this Ethics Code and such rules and regulations as may be established are hereby declared to be in the best interests of the City of Reedsburg.

§ 55-2. Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

ANYTHING OF VALUE — Any money or property, favor, service, payment, advance, forbearance, loan, or promise of future employment, but does not include compensation and expenses paid by the state, fees and expenses which are permitted and reported under § 19.56, Wis. Stats., political contributions which are reported under Ch. 11, Wis. Stats., or hospitality extended for a purpose unrelated to state business by a person other than an organization.**[Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. II)]**

BUSINESS — Any corporation, partnership, proprietorship, firm, enterprise, franchise, association, organization, self-employed individual or any other legal entity which engages in profit-making activities.

FINANCIAL INTEREST — Any interest which shall yield, directly or indirectly, a monetary or other material benefit to the officer or employee or to any person employing or retaining the services of the officer or employee.

PERSONAL INTEREST — The following specific blood or marriage relationships:

- A. A person's spouse, mother, father, child, brother or sister; or
- B. A person's relative by blood or marriage who receives, directly or indirectly, more than 1/2 of his or her support from such person or from whom such person receives, directly or indirectly, more than 1/2 of his or her support.

PUBLIC EMPLOYEE — Any person excluded from the definition of a public official who is employed by the City.

PUBLIC OFFICIAL — Those persons serving in elected or appointed offices and all members appointed to boards, committees and commissions established or appointed by the Mayor and/or Common Council, whether paid or unpaid.

SIGNIFICANT INTEREST — Owning or controlling, directly or indirectly, at least 10% or \$5,000 of the outstanding stock of any business.

§ 55-3. Statutory standards of conduct.

There are certain provisions of the Wisconsin Statutes which should, while not set forth herein, be considered an integral part of any code of ethics. Accordingly, the provisions of the following sections of the Wisconsin Statutes, as from time to time amended, are made a part of this chapter of Ethics and shall apply to public officials and employees whenever applicable, to wit:

- A. Section 946.10, Bribery of Public Officers and Employees.
- B. Section 946.11, Special Privileges from Public Utilities.
- C. Section 946.12, Misconduct in Public Office.
- D. Section 946.13, Private Interest in Public Contract Prohibited.
- E. Section 19.41 et seq., Code of Ethics for Public Officials and Employees.

§ 55-4. Responsibility of public office.

Public officials and employees are agents of public purpose and hold office for the benefit of the public. They are bound to uphold the Constitution of the United States and the Constitution of this state and carry out impartially the laws of the nation, state and municipality, to observe in their official acts the highest standards and to discharge faithfully the duties of their office

regardless of personal consideration, recognizing that the public interest must be their prime concern.

§ 55-5. Dedicated service.

Officials and employees shall adhere to the rules of work and performance established as the standard for their positions by the appropriate authority. Officials and employees shall not exceed their authority or breach the law or ask others to do so, and they shall work in full cooperation with other public officials and employees unless prohibited from so doing by law or by officially recognized confidentiality of their work. Members of the City staff are expected to follow their appropriate professional code of ethics.

§ 55-6. Fair and equal treatment.

- A. Use of public property. No official or employee shall use or permit the unauthorized use of City-owned vehicles, equipment, materials or property for personal convenience or profit, except when such services are available to the public generally or are provided as City policy for the use of such official or employee in the conduct of official business, as authorized by the Common Council or authorized board, commission or committee.
- B. Obligations to citizens. No official or employee shall grant any special consideration, treatment or advantage to any citizen beyond that which is available to every other citizen. No official or employee shall use or attempt to use his or her position with the City to secure any advantage, preference or gain, over and above his or her rightful remuneration and benefits, for himself or herself or for a member of his or her immediate family.
- C. Political contributions. No official shall personally solicit from any City employee, other than an elected official, a contribution to a political campaign committee for which the person subject to this chapter is a candidate or treasurer.

§ 55-7. Conflict of interest.

- A. Financial and personal interest prohibited.
 - (1) No official or employee of the City, whether paid or unpaid, shall engage in any business or transaction or shall act in regard to financial or other personal interest, direct or indirect, which is incompatible with the proper discharge of official duties in the public interest contrary to the provisions of this chapter or which would tend to impair independence of judgment or action in the performance of official duties.
 - (2) Any member of the Common Council who has a financial interest or personal interest in any proposed legislation before the Common Council shall disclose on the records of the Common Council the

nature and extent of such interest; such official shall not participate in debate or vote for adoption or defeat of such legislation. If the matter before the Council involves a member's personal interest with persons involved, the member may participate in debate or discussion and vote on the matter following disclosure unless an ordinance or contract is involved; if an ordinance or contract is involved, such official shall not participate in debate or discussion and vote on the matter.

- (3) Any nonelected official, other than a City employee, who has a financial interest or personal interest in any proposed legislative action of the Common Council or any board, commission or committee upon which the official has any influence or input or of which the official is a member that is to make a recommendation or decision upon any item which is the subject of the proposed legislative action shall disclose on the records of the Common Council or the appropriate board, commission or committee the nature and extent of such interest. Such official shall not participate in debate or discussion or vote for adoption or defeat of such legislation.
 - (4) Any City employee who has a financial interest or personal interest in any proposed legislative action of the Common Council or any board, commission or committee upon which the employee has any influence or input, or of which the employee is a member, that is to make a recommendation or decision upon any item which is the subject of the proposed legislative action shall disclose on the records of the Common Council or the appropriate board, commission or committee the nature and extent of such interest.
- B. Disclosure of confidential information. No official or employee shall, without proper legal authorization, disclose confidential information concerning the property, government or affairs of the City, nor shall such information be used to advance the financial or other private interests of the official or employee or others.
- C. Gifts and favors.
- (1) No official or employee, personally or through a member of his or her immediate family, may solicit or accept, either directly or indirectly, from any person or organization money or anything of value if it could be expected to influence the employee's official actions or judgments or be considered a reward for any action or inaction on the part of the official or employee.
 - (2) No official or employee, personally or through a member of his or her immediate family, shall accept any gift, whether in the form of money, service, loan, thing or promise, from any person which may tend to impair his or her independence of judgment or action in the performance of his or her duties or grant in the discharge of his or her duties any improper favor, service or thing of value. However, it

is not a conflict of interest for any public official or employee to receive a gift or gratuity that is an unsolicited item of nominal intrinsic value such as a meal, and that is not intended to influence the official. Any official or employee who receives, directly or indirectly, any gift or gifts from any person who is known by said official or employee to be interested, directly or indirectly, in any manner whatsoever in business dealings with the City upon which the official or employee has any influence or input or over which the official or employee has any jurisdiction, discretion or control shall disclose the nature and value of such gifts to the Common Council by January 15 next following the year in which the gift or gifts are received.

- (3) An official or employee is not to accept hospitality if, after consideration of the surrounding circumstances, it could reasonably be concluded that such hospitality would not be extended were it not for the fact that the guest, or a member of the guest's immediate family, was a City official or employee. Participation in celebrations, grand openings, open houses, informational meetings and similar events are excluded from this prohibition. This subsection further shall not be construed to prevent candidates for elective office from accepting hospitality from citizens for the purpose of supporting the candidate's campaign.
- (4) Gifts received by an official or employee or his or her immediate family under unusual circumstances shall be referred to the Common Council within 10 days of receipt for recommended disposition. Any person subject to this chapter who becomes aware that he is or has been offered any gift, the acceptance of which would constitute a violation of this subsection, shall within 10 days disclose the details surrounding said offer to the Common Council. Failure to comply with this reporting requirement shall constitute an offense under this chapter.

D. Representing private interests before City agencies or courts.

- (1) Nonelected City officials and employees shall not appear on behalf of any private person (other than himself or herself, his or her spouse or minor children) before any City agency, board, commission or the Common Council if the official or employee or any board, commission or committee of which the official or employee is a member has any jurisdiction, discretion or control over the matter which is the subject of such representation.
- (2) Elected City officials may appear before City agencies on behalf of constituents in the course of their duties as representatives of the electorate or in the performance of public or civic obligations. However, the disclosure requirements of Subsection A above shall be applicable to such appearances.

- E. Ad hoc committee exceptions. No violation of the conflict of interest restrictions of this chapter shall exist, however, where an individual serves on a special ad hoc committee charged with the narrow responsibility of addressing a specific issue of topic in which that individual, or the employer or a client of that individual, has an interest, so long as the individual discloses to the Common Council that such interest exists.
- F. Contracts with the City. No City official or employee who, in his or her capacity as such officer or employee, participates in the making of a contract in which he has a private pecuniary interest, direct or indirect, or performs in regard to that contract with some function requiring the exercise of discretion on his or her part shall enter into any contract with the City, unless within the confines of § 946.13, Wis. Stats.:
 - (1) The contract is awarded through a process of public notice and competitive bidding or the Common Council waives the requirement of this chapter after determining that it is in the best interest of the City to do so.
 - (2) The provisions of this subsection shall not apply to the designation of a public depository of public funds.

§ 55-8. Ethics Board. [Amended 7-26-2010]

- A. The Ethics Board shall consist of five members. The membership of the Ethics Board shall consist of four citizens and one alderperson. The nonalderperson members shall not be elected officials, full-time appointed officials or City employees, nor shall the non-Council members be currently serving on any other City board, commission or committee. The City Attorney shall furnish the Board any legal assistance necessary to carry out its functions.
- B. Ethics Board members shall be appointed by the Mayor, subject to confirmation by the Council. Initial terms of office shall be: one citizen shall be appointed for two years, one citizen will be appointed for one year, and two citizens will be appointed for three years. Thereafter, all terms shall be three years. Terms begin May 1 of the respective year. Each year, the Mayor shall appoint the alderperson at the annual reorganization meeting. Three members shall constitute a quorum of the Board.
- C. The Ethics Board shall elect its own chair.
- D. The Ethics Board may make recommendations to the Common Council with respect to amendments of this Code of Ethics.
- E. Any person covered by this Ethics Code may apply, in writing, to the Board for an advisory opinion regarding the propriety of any matter to which the person is or may become a party. The Board shall meet to review such a request for an advisory opinion and may advise the person making the request. Advisory opinions and requests therefor

shall be in writing and shall state all material facts. It shall be prima facie evidence of intent to comply with this Ethics Code when a person refers a matter to the Board and abides by the advisory opinion of the Board if the material facts are as stated in the opinion request. Meetings held by the Board for deliberation and action upon such application shall not be open to the public nor shall a nonmember, Common Council member or the Mayor be authorized to attend any such meeting of the Board unless requested to do so by the Board. Advisory opinions rendered by the Board shall be in writing and shall state the material facts upon which the opinion is based. A record of the Board's opinions, opinion requests and investigations of violations shall be closed to public inspection as required by Chapter 19, Wis. Stats. Except as provided by § 19.59(5)(b), Wis. Stats., the Board shall not make public the identity of any person requesting an advisory opinion or of persons or organizations mentioned in the opinion. If the Board determines that an advisory opinion rendered by the Board would be of significant value to other officials or employees, the Board may issue a summary of the opinion, provided that the summary does not disclose the identity of the person originally requesting the advisory opinion. In all cases, the Board may request an advisory opinion from the City Attorney.

- F. All complaints alleging that an official or employee committed a violation of this Ethics Code shall be addressed to the Ethics Board and shall be filed with the City Clerk-Treasurer. All such complaints shall be in writing and verified and shall state the name of the official or employee alleged to have committed a violation of this Ethics Code and shall further state the evidentiary facts supporting the charge.
- G. Within 14 days after the filing of a properly verified complaint with the City Clerk-Treasurer, the Board shall meet to review the complaint. Within three business days after its initial review of the complaint, the Board shall mail a copy of the complaint to the respondent by certified mail or shall have a copy of the complaint delivered to the respondent by personal service.
- H. Following its initial review of a verified complaint, the Board may make a preliminary investigation with respect to each alleged violation of this Ethics Code. No preliminary investigation of an alleged violation of this Ethics Code may be initiated until a copy of the complaint and notice of the Board's intent to investigate the charge has been mailed by certified mail to the respondent or personally served upon the respondent. The preliminary investigation shall be completed within 30 days of the date that the complaint and notice thereof is mailed to the respondent or personally served upon the respondent, except the Board may extend the investigation period for up to an additional 60 days with notice to the respondent and to the complainant.
- I. If, after its preliminary investigation, the Board finds that probable cause does not exist for believing that the respondent violated this Ethics Code, it shall dismiss the complaint. The Board shall promptly

notify the complainant and the respondent by certified mail or personal service of its decision dismissing the complaint. The Board's decision to dismiss a complaint shall be final. The same complaint or a complaint which is substantially similar to the dismissed complaint shall not be reconsidered by the Board unless, within 20 days of the Board's mailing or personal service of its dismissal order, the complainant files with the Board additional material facts which were not available to the complainant at the time the original complaint was filed and which, if true, would probably change the Board's decision. The Board's decision to reconsider or not to reconsider a decision under this subsection shall be final. If the Board determines that a verified complaint was brought for harassment purposes, the Board shall so state in its decision.

- J. If, after its preliminary investigation, the Board finds that probable cause does exist for believing the allegations of the complaint, it shall conduct a hearing on the matter. The hearing shall be held not more than 60 days after the Board's finding of probable cause. The Board shall give the respondent and complainant written notice of the hearing date by mailing a notice thereof to the respondent and to the complainant by first class mail at least 20 days prior to the hearing date thereof. The hearing shall be held in closed session except that the respondent shall have a right to demand that the hearing be held in open session and, upon such demand, the Board shall conduct the hearing in open session.
- K. The chairperson of the Board shall preside over the proceedings, and the City Attorney shall provide legal assistance to the Board as needed. The complainant and the respondent may be represented by an attorney, and the respondent may also be represented by a union representative. Both parties may compel the attendance of witnesses by subpoenas. Subpoenas may be issued by the Chairperson of the Board pursuant to § 885.01, Wis. Stats. Each party shall be responsible for serving subpoenas on its respective witnesses and for paying any witness and mileage fees to the witness as required by the Wisconsin Statutes.
- L. All testimony of witnesses at the proceedings shall be given under oath, administered by the Chairperson in the form and manner prescribed by the Wisconsin Statutes. A record of the testimony may be made by stenographic, electronic or other recording method, as the Board determines. The record produced at the direction of the Board shall be the official record of the proceeding. The proceedings may be adjourned or continued by the Board from day to day until completed.
- M. The proceedings shall be conducted in the following order:
 - (1) Statement of the issues and rules by the Chairperson.
 - (2) Brief factual summaries, if any, by both sides.
 - (3) Presentation of testimony and the introduction of evidence by the complainant to substantiate the charge.

- (4) Cross-examination of witnesses by the respondent.
 - (5) One additional opportunity to question witnesses by the complainant.
 - (6) One additional opportunity to cross-examine witnesses by the respondent.
 - (7) Presentation of the base for the respondent.
 - (8) Repeat of Subsection M(4), (5) and (6) above regarding witnesses and evidence produced on behalf of the respondent.
 - (9) Opportunity for each side to present evidence in rebuttal of any evidence presented by the opposing side.
 - (10) Brief closing arguments, if any, by both sides.
- N. The Board shall not be bound by common law or statutory rules of evidence, and the Board shall hear all evidence having reasonable probative value, but shall exclude immaterial, irrelevant or unduly repetitious testimony or evidence. Basic principles of relevancy, materiality and probative force shall govern this proceeding. Hearsay evidence will not be permitted where direct evidence is reasonably available. The Board will not base crucial or essential evidentiary findings on hearsay evidence. Objections to evidentiary offers and offers of proof of evidence not admitted may be made and shall be noted in the record. All evidence, including records and documents, shall be duly offered and made a part of the record. The Chairperson shall rule on any objections or procedural matters. Any member of the Board and the City Attorney may ask questions of the witnesses. No party or witness shall be permitted to ask questions of any Board member during the proceedings, unless expressly authorized by the Chairperson.
- O. The Board shall deliberate in closed session.
- P. Within 10 working days of the conclusion of the hearing, the Board shall file its written findings of fact, conclusions of law and recommendations signed by a majority of the participating members and concerning the propriety of the conduct of the respondent. Any member of the Board may indicate his/her dissent to the written order. If the Board determines that no violation of the Code of Ethics has occurred, it shall dismiss the complaint, and if requested to do so by the respondent, the Board shall issue a public statement in that regard. If the Board finds that clear, satisfactory and convincing evidence exists for believing the allegations of the complaint, the Board shall refer its findings, conclusions and recommendation to the Common Council or to other proper City authority and/or, in the case of an employee, to the City Administrator and/or the Mayor as deemed appropriate. In its recommendation, the Board may recommend that the Common Council order the official or employee to conform his or her conduct to the

Ethics Code or recommend that the official or employee be cautioned, censured, suspended, removed from office, issued a private reprimand, public reprimand, and, in the case of an employee, may also recommend suspension without pay, discharge, or other appropriate disciplinary action. In appropriate cases, the Board may recommend the referral of the matter to the District Attorney to commence enforcement proceedings pursuant to the procedures and remedies of § 19.59, Wis. Stats.

- Q. Records obtained or prepared by the Board in connection with an investigation of a violation of this Ethics Code shall not be open for public inspection, except that the Board shall permit public inspection of records of a hearing conducted in open session pursuant to the request of the respondent as provided in Subsection J hereof. Whenever the Board refers an investigation and hearings record to a District Attorney, the District Attorney may make public such records in the course of a prosecution initiated thereon.
- R. The time frames set forth in this Ethics Code specifying Board action are not jurisdictional, and the Board may, where appropriate, extend any time period as necessary.

§ 55-9. Distribution of provisions.

- A. The City Clerk-Treasurer shall cause a copy of this Code of Ethics to be distributed to every public official and employee of the City within 30 days after enactment of this chapter. Each public official and employee elected, appointed or engaged thereafter shall be furnished a copy before entering upon his or her duties.
- B. Each public official, Mayor, the Chairman of each board, commission or committee and, through the City Administrator, the head of each department shall between May 1 and May 31 each year, review the provisions of this chapter with his or her fellow Council members or board, commission, committee members or subordinates, as the case may be, and certify to the City Clerk-Treasurer by June 15 that such annual review had been undertaken. A notice of this Ethics Code shall be continuously posted on the City bulletin boards wherever situated.
- C. Each public official and employee shall, in connection with Subsections A and B above, also complete and file with the City Clerk-Treasurer, as appropriate, the following statement of understanding:

"I have read and understand the contents of the City of Reedsburg Ethics Code, including the attached state statutes.* I also understand that I am expected to adhere to and conduct myself according to rules, guidance and direction as set forth in the Ethics Code." (*Sections 946.10 through 946.13 and 19.41 et seq., Wis. Stats.)

§ 55-10. Employees covered by collective bargaining agreements.

In the event an employee covered under a collective bargaining agreement, is allegedly involved in an Ethics Code violation, the terms and conditions set forth in the applicable collective bargaining agreement shall prevail in the administration and interpretation of this Ethics Code.

§ 55-11. Sanction.

A determination that an employee's actions constitute improper conduct under the provisions of this chapter may constitute a cause of suspension, removal from office or employment or other disciplinary action. Sanctions, including any disciplinary action, which may affect employees covered under a labor agreement will be consistent with the terms and conditions set forth in the applicable labor agreement.

§ 55-12. Police officers and firefighters.

When an ethics complaint has been filed against a police officer or firefighter or the Chief of either the Police or Fire Department, the procedure shall be performed in accordance with the provisions of § 62.13, Wis. Stats.

§ 55-13. Violations and penalties.

Violation of any provision of this chapter should raise conscientious questions for the incumbent concerned as to whether voluntary resignation or other action is indicated to promote the best interests of the City of Reedsburg. For nonelected officials or City employees, violation may constitute a cause for suspension, removal from office or employment, or other disciplinary action. As an alternative or an addition to the sanctions imposed herein, any person violating the provisions of this sanction shall be subject to a nonreimbursable forfeiture of not less than \$100 nor more than \$500.



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CITY OF REEDSBURG

ANNUAL CODE OF ETHICS REVIEW

(Return to City Administrator by May 31st)

Each year between May 1st and May 31st each public official, Mayor, the Chair of each board, commission or committee, and department head shall review the provisions of the Ethics Code and certify that such review has occurred.

I have read and understand the content of the City of Reedsburg Code of Ethics, including the listed State statutes.*

I also understand that I am expected to adhere to and conduct myself according to the rules, guidance and direction as set forth in the Ethics Code. (*§946.10 through §946.13; and §19.41 et seq.)

Reviewed on May _____, 2022

Printed name

Signature