

City Plan Commission Agenda  
August 12, 2025  
Reedsburg City Hall Council Chambers  
6:00 PM

*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 JUNE 10, 2025**

:

**THE COMMITTEE WILL RECEIVE INFORMATION ON NON-AGENDA TOPICS BROUGHT BEFORE THE COMMITTEE BY MEMBERS OF THE PUBLIC. THE COMMITTEE WILL NOT DISCUSS THESE TOPICS, AND WILL NOT TAKE ACTION ON ANY OF THEM AT THIS MEETING**

**I. GENERAL BUSINESS:**

- A. Consider site plan review for a new 4,975 sq foot addition to RAHS under §690 Attachment 5 – 1100 S Albert Ave; parcel #276-2100-01010 – Michala Gerads, Vierbicher
- B. Discuss future land use of 435 La Valle St
- C. Discuss tourist rooming house ordinance
- D. Discuss future Courtyards Mobile Home Park lot

**II. 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**  
June 10, 2025



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

**Present:** Alder Missy Frenz, Alder Sonny Hyde, Steve Zibell, Derek Horkan, Dan DeBaets

**Absent:** Beth DeForge

**Staff:** Brian Duvall

**Approval of Plan Commission Minutes:** Motion by Zibell, seconded by Hyde to approve the 5/13/25 meeting minutes.

Motion approved

**Consider Conditional Use Permit amendment for new 70 X 80 assembly business storage building in a B-2 zone under §690 Attachment 2 – 605 S. Albert Ave; parcel #276-1894-00000 – Addison Machine Engineering Inc**

The original CUP was approved in 2022 as an industrial use in a B zone.

Motion by Zibell, seconded by Horkan to approve the amended plan as presented.

Motion approved

**Consider sign permit for a new electronic sign to replace the existing ground sign in R-2 zone under §690-104 – 809 Explorers Trail – Bible Baptist Church of Reedsburg**

The current ground sign would be replaced with an electronic sign and is similar to two previous requests elsewhere. The proposed sign would be dimmable.

Motion by Hyde, seconded by DeBaets to approve the sign as presented.

Motion approved

Motion by Horkan, seconded by Frenz to adjourn at 6:06 PM.

Motion approved

Respectfully submitted,

Brian Duvall, Planner/Building Inspector

**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:** Michala Gerads

**ADDRESS:** 201 E. Main St, Suite 100 **CITY:** Reedsburg **STATE:** WI

**ZIP:** 53959 **PHONE:** (608)-402-6368 **PARCEL #:** 276-2100-01010

**E-MAIL:** mger@vierbicher.com

**PROPERTY OWNER:** (if different from Applicant) Reedsburg School District

**LOCATION:** (if different from address above) 1100 S. Albert Ave, Reedsburg, WI 53959

**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 & C" on back page.

**Preliminary Plat:** \_\_\_\_\_ **Final Plat:** \_\_\_\_\_ **Name of Plat:** \_\_\_\_\_

**Rezoning - From:** \_\_\_\_\_ **To:** \_\_\_\_\_ **TID #** \_\_\_\_\_

**Site Plan Review:** (See "B & C" on back page) Reedsburg Area High School Addition

**Zoning Appeal / Interpretation:** \_\_\_\_\_

**Zoning Variance:** \_\_\_\_\_

For *VARIANCE* requests, also answer "D" 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.*

*Michala Gerads* , 7/24/2025

**Applicant Signature / Date**

*Dawn Michele* , 7/24/2025

**Owner Signature / Date**

Account #10-461500-00

**The applicant or representative  
MUST ATTEND the meeting(s).**

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.**

- 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 chapter and will not place demands on fire, police, or other public resources in excess of current capacity.
- B. 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.
- C. Utilities. The proposed conditional land use will be adequately served by electric, water & sewer facilities and refuse collection & disposal services.

**B. Please describe how your request meets each of the following Site Plan standards, as applicable.**

- A. Topography and vegetation. 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 chapter.
- B. Stormwater. Special attention shall be given to proper site drainage so that removal of stormwaters will not adversely affect neighboring properties.
- C. Emergency Services. All buildings shall be so arranged as to permit emergency vehicle access by some practical means.
- D. Exterior lighting shall be arranged as follows:
  - (1) It is deflected away from adjacent properties.
  - (2) It does not impede the vision of traffic along adjacent streets.
  - (3) It does not unnecessarily illuminate night skies.
- E. 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.
- F. Architectural plans; existing and proposed structures. The proposed conditional land use shall be designed, constructed, operated, and maintained so to complement the surrounding area. Physical buffers shall be added as needed for neighboring conformance.
- G. Consistency with other plans and statutes. 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.

**C. Site Plan Requirements, as applicable.**

- (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.

**D. 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.

Variance Hardship. A property owner bears the burden of proving "unnecessary hardship" by demonstrating either of the following:

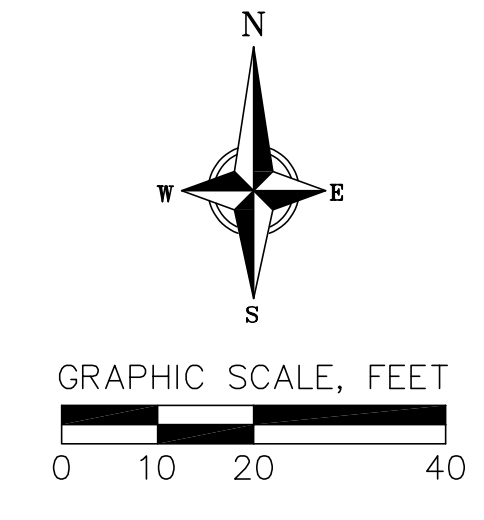
- 1) For an area variance, that strict compliance with a zoning ordinance would unreasonably prevent the property owner from using the property for a permitted purpose or would render conformity with the zoning ordinance unnecessarily burdensome.
- 2) For a use variance, that strict compliance with a 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.

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CONTROL POINT 3  
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CONTROL POINT 2  
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milwaukee | madison | green bay | denver | atlanta  
333 East Chicago Street  
Milwaukee, WI 53202  
(414) 271-5350  
www.eua.com

PROJECT INFORMATION  
**REEDSBURG AREA HIGH SCHOOL**

1100 S. Albert Ave  
Reedsburg, WI 53959

ISSUANCE AND REVISIONS

DATE	DESCRIPTION
06/28/2025	PHASE 2 - CONSTRUCTION DOCUMENTS

planners | engineers | advisors

KEY PLAN

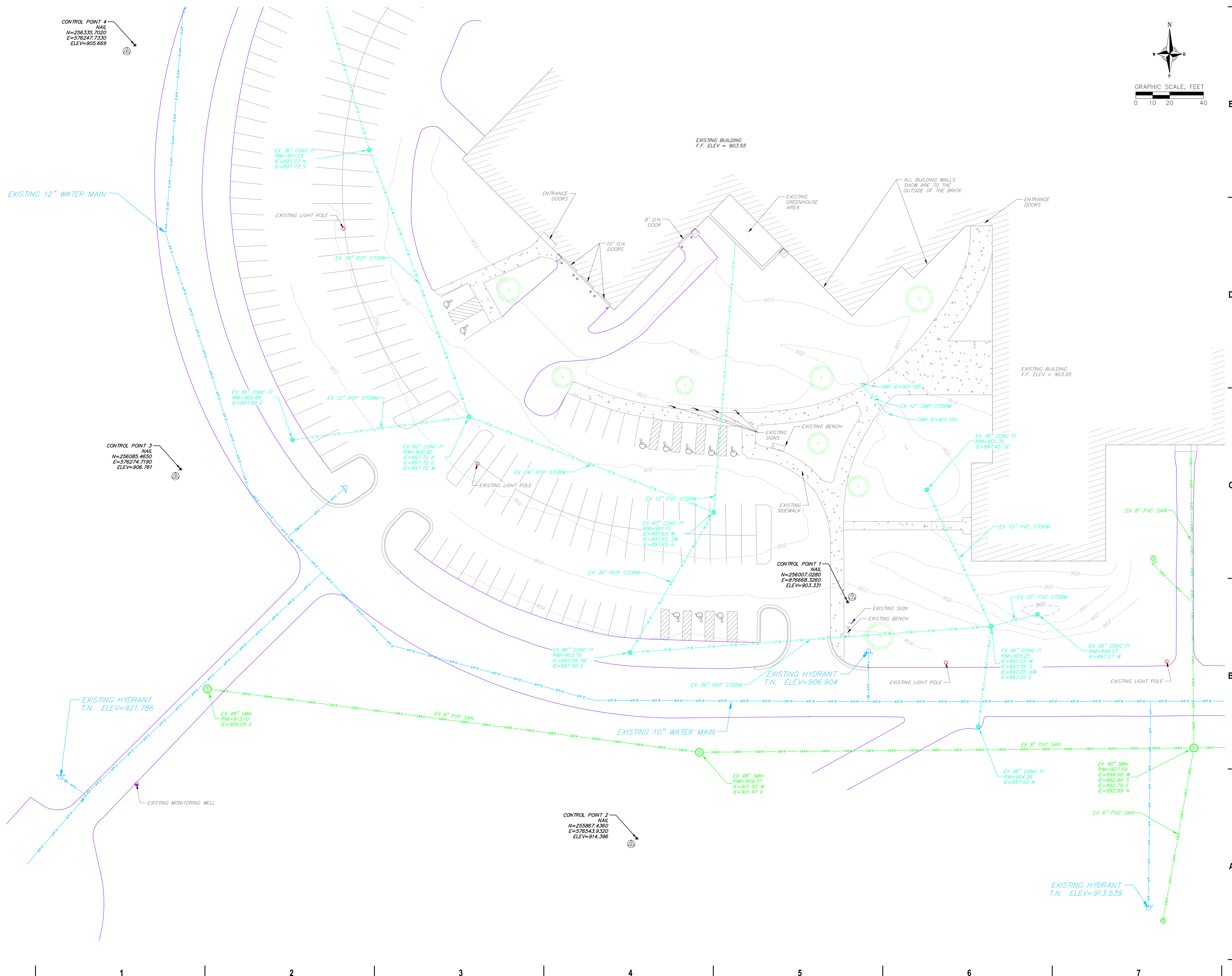
SHEET INFORMATION

PROJECT MANAGER CR  
PROJECT NUMBER 322425-01

EXISTING CONDITIONS

**C100**

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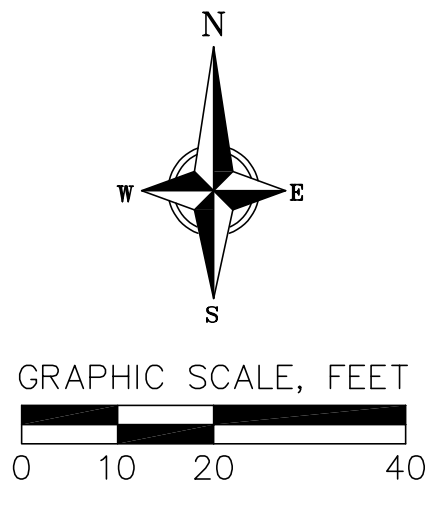


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**REEDSBURG AREA HIGH SCHOOL**

1100 S. Albert Ave  
Reedsburg, WI 53959

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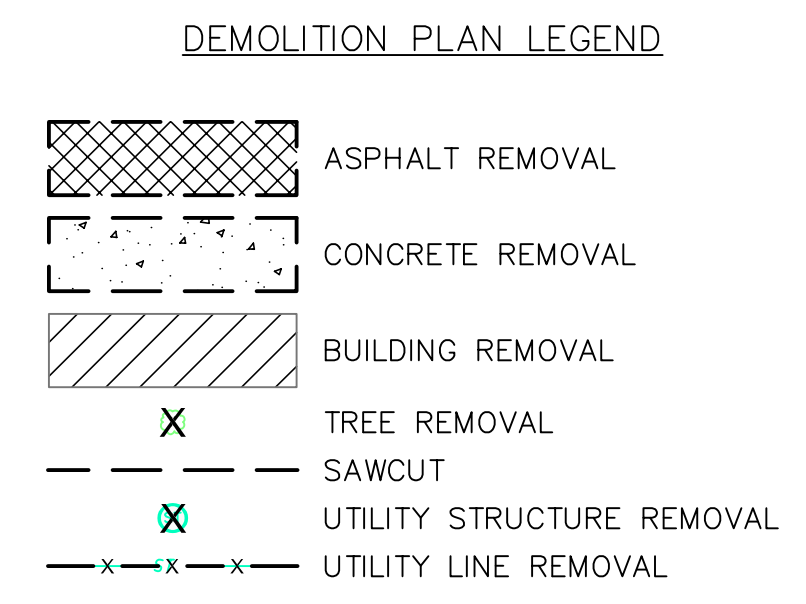
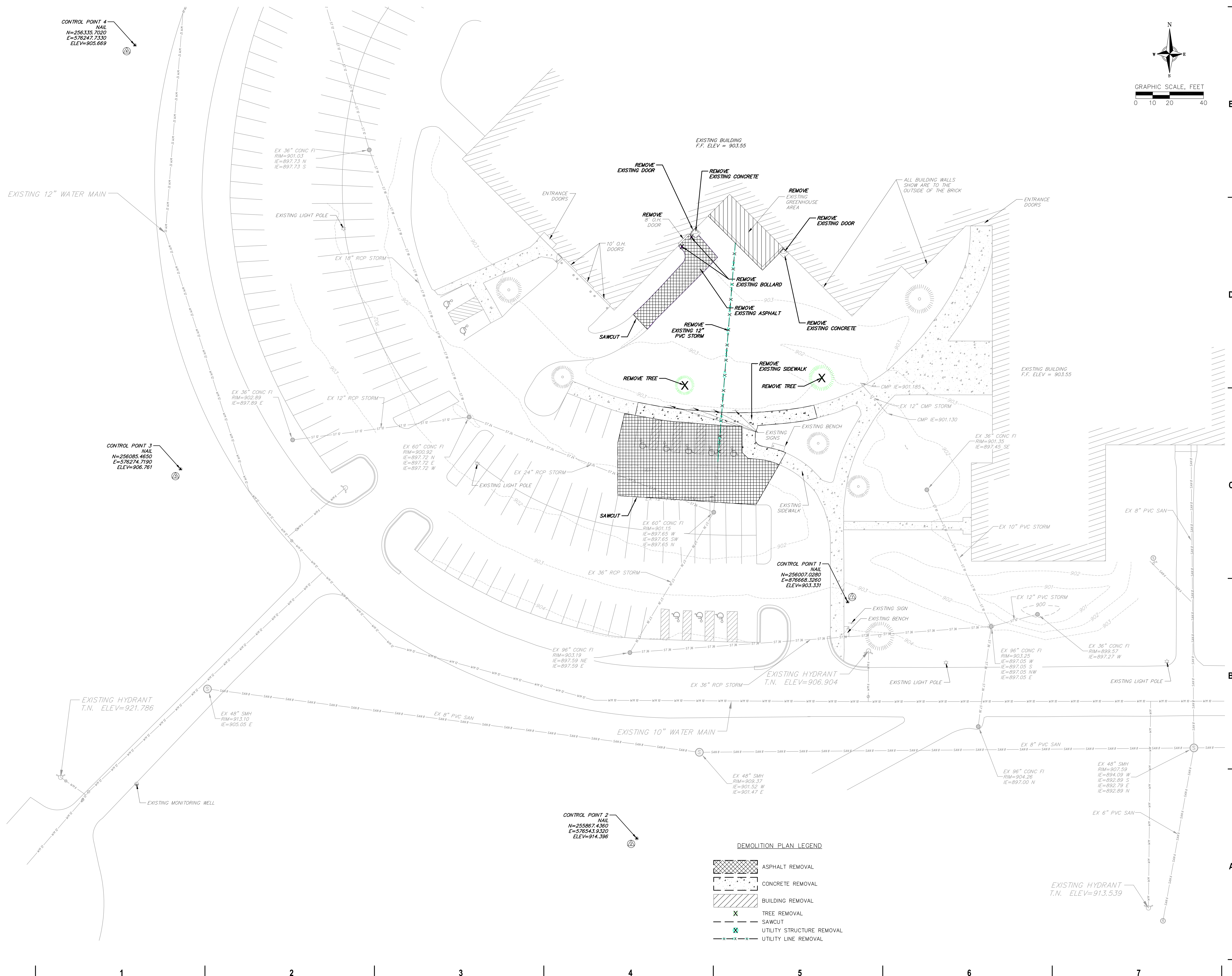
SHEET INFORMATION

PROJECT MANAGER CR  
PROJECT NUMBER 322425-01

DEMOLITION PLAN

**C101**

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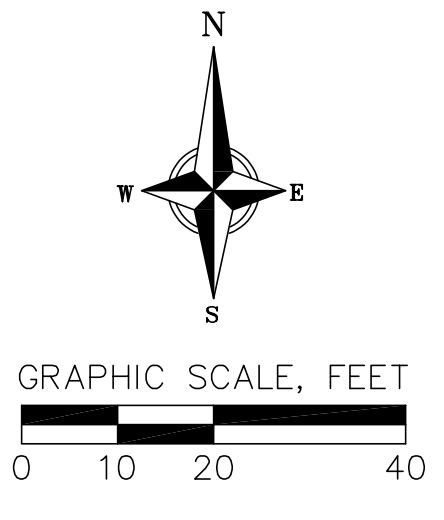
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**REEDSBURG AREA HIGH SCHOOL**

1100 S. Albert Ave  
Reedsburg, WI 53959

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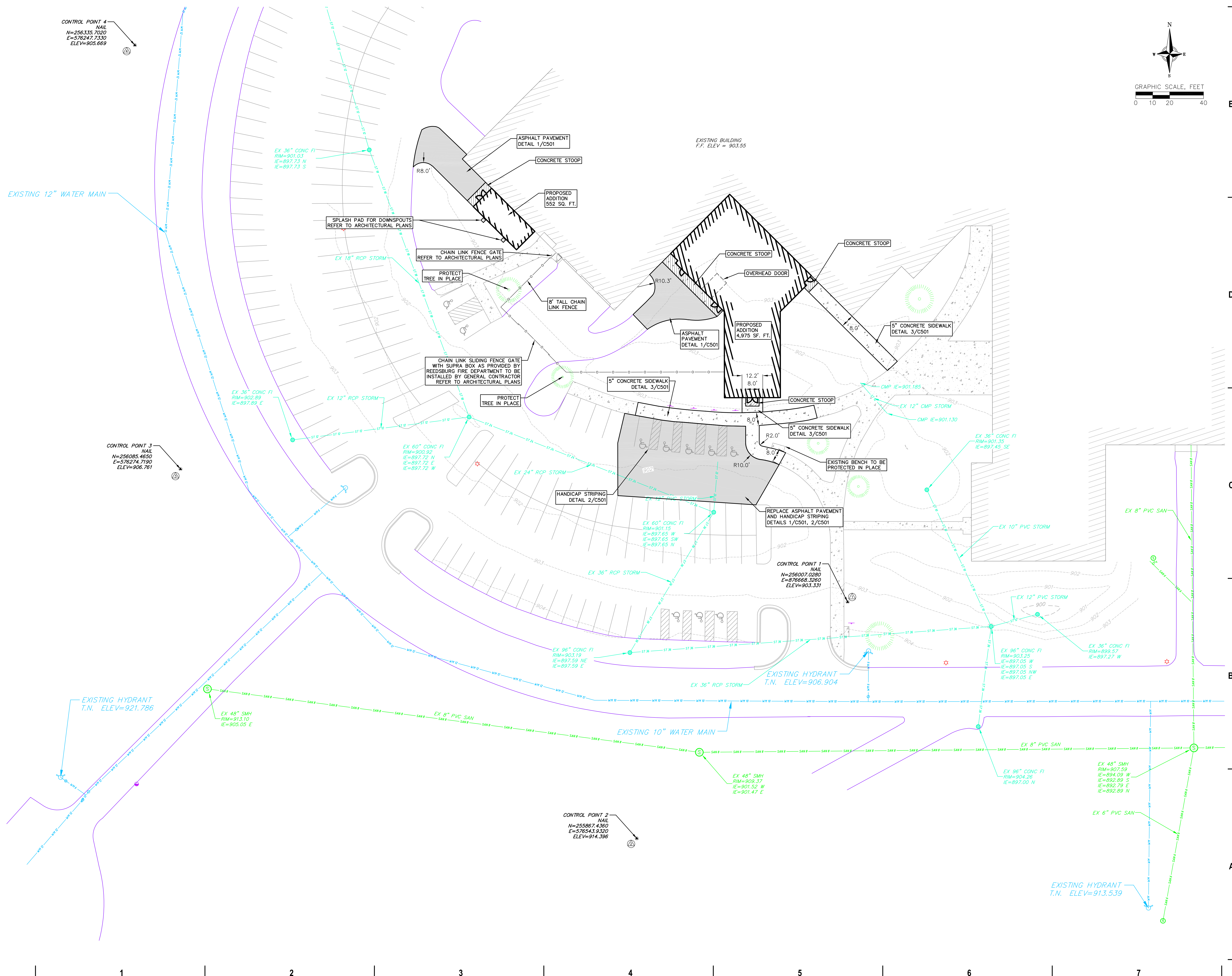
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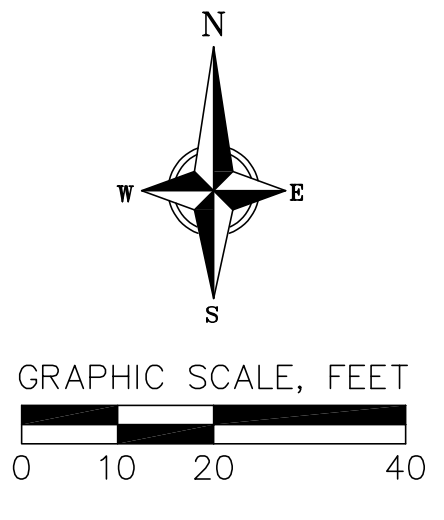
SITE PLAN

**C200**

25 Jun 2025 - 1:38p R:\Reedsburg Area School District\240723 - EUA High School Addition\CADD\EUA High School Addition - Site Plan.dwg by: jee



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1100 S. Albert Ave  
 Reedsburg, WI 53959

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KEY PLAN



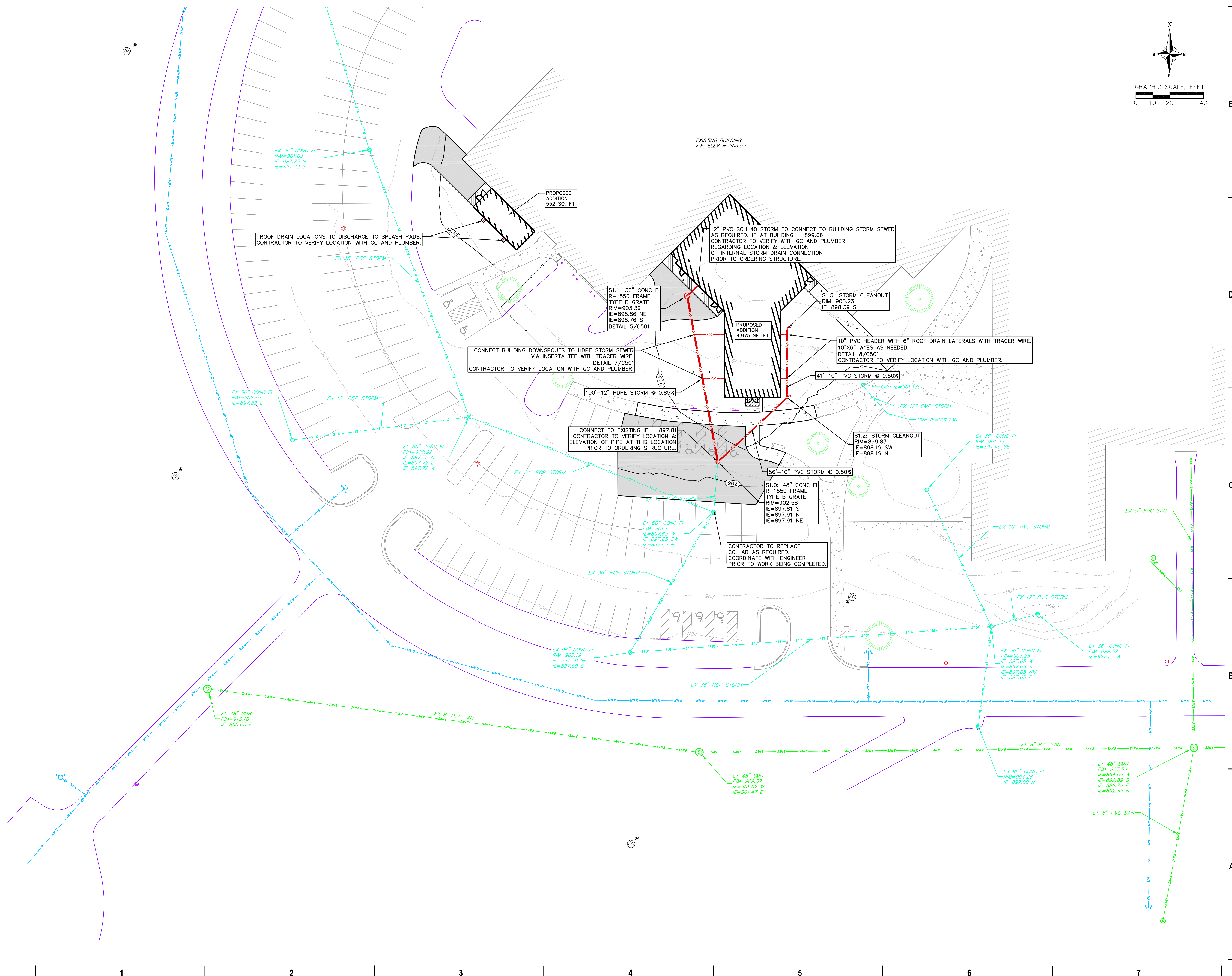
SHEET INFORMATION

PROJECT MANAGER CR  
 PROJECT NUMBER 322425-01

UTILITY PLAN

**C300**

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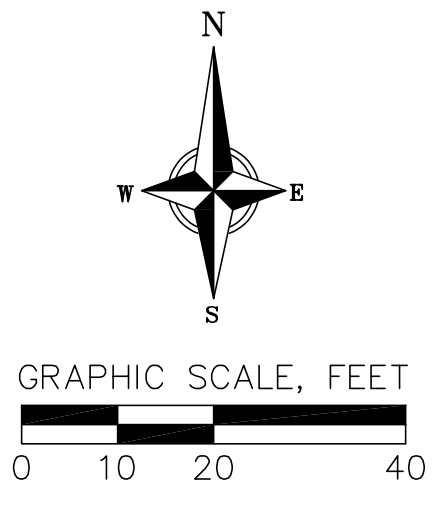


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1100 S. Albert Ave  
Reedsburg, WI 53959

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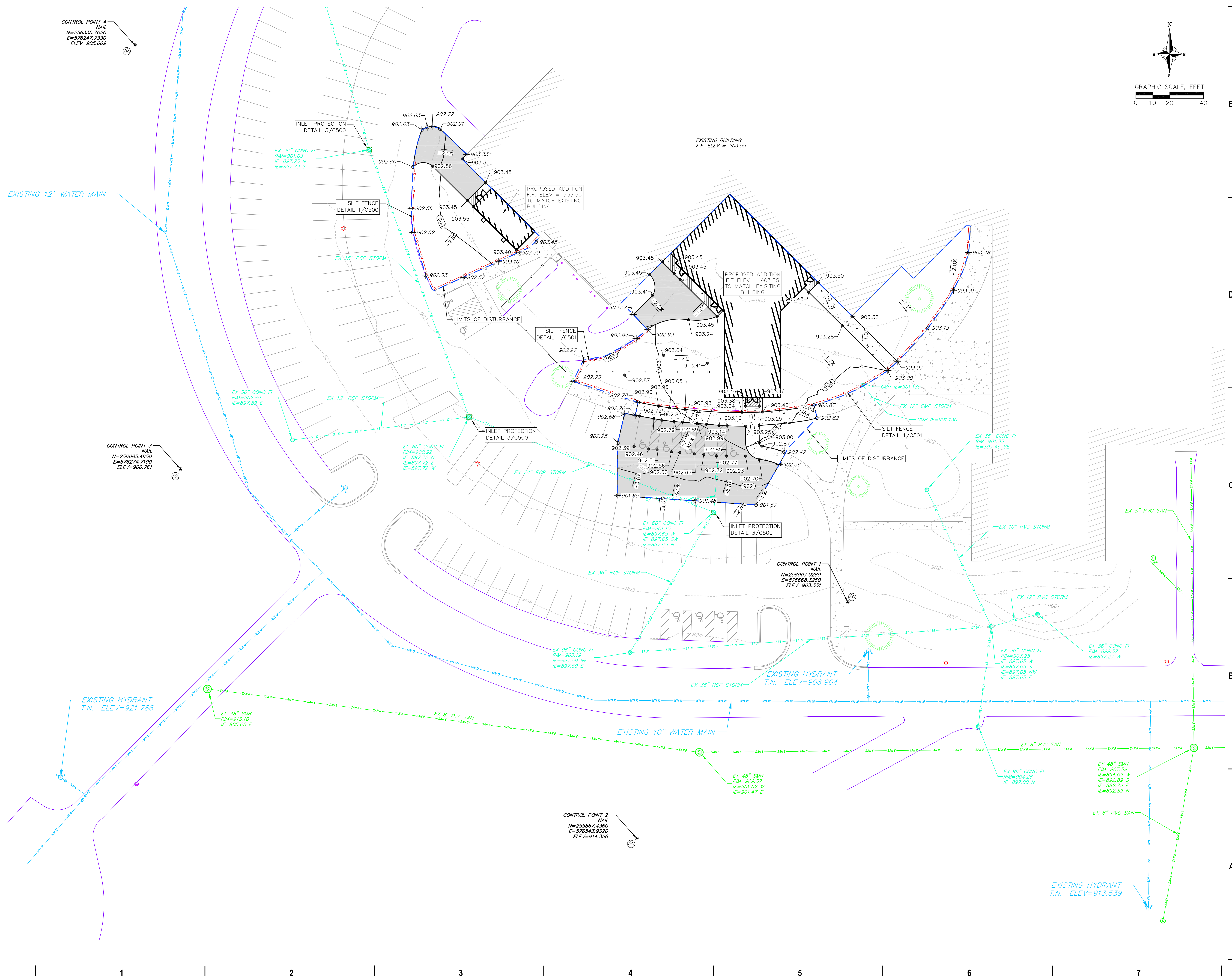
SHEET INFORMATION

PROJECT MANAGER CR  
PROJECT NUMBER 322425-01

GRADING & EROSION CONTROL PLAN

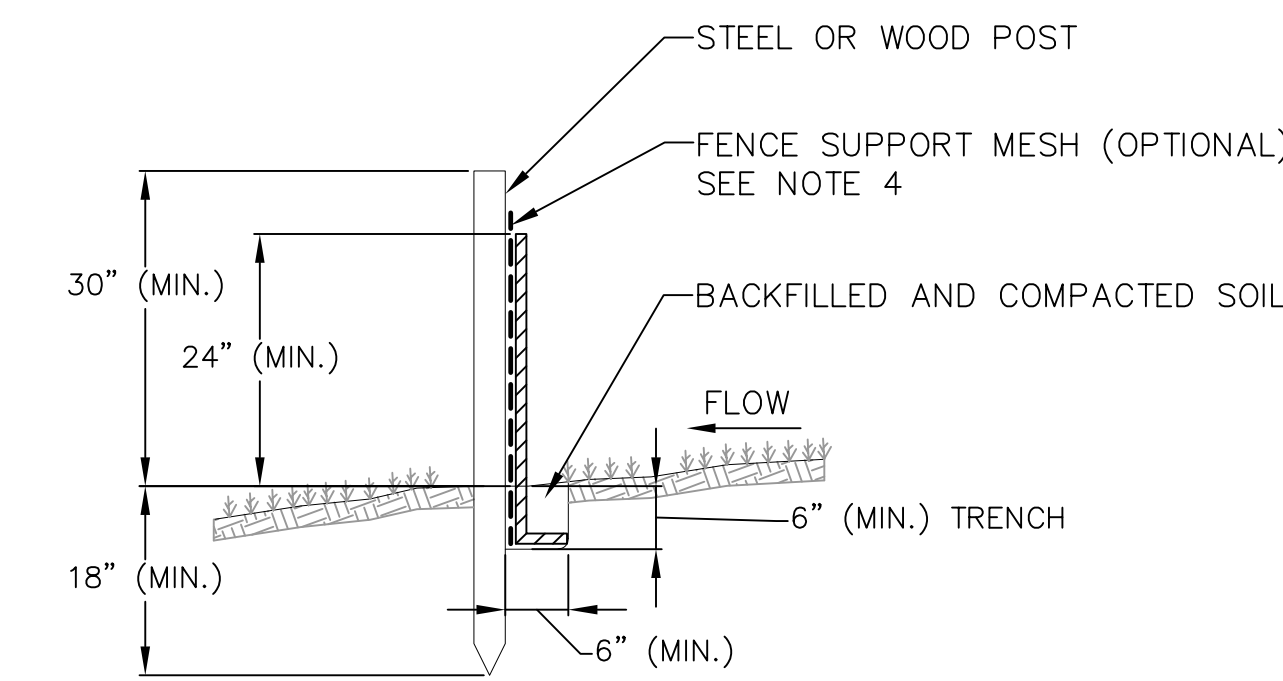
**C400**

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## EROSION CONTROL MEASURES

1. EROSION CONTROL SHALL BE IN ACCORDANCE WITH THE CITY OF REEDSBURG EROSION CONTROL ORDINANCE AND CHAPTER NR 216 OF THE WISCONSIN ADMINISTRATIVE CODE.
2. CONSTRUCT AND MAINTAIN ALL EROSION AND SEDIMENT CONTROL MEASURES IN ACCORDANCE WITH WISCONSIN DNR TECHNICAL STANDARDS (<http://dnr.wi.gov/runoff/stormwater/techstds.htm>) AND WISCONSIN CONSTRUCTION SITE BEST MANAGEMENT PRACTICE HANDBOOK.
3. INSTALL SEDIMENT CONTROL PRACTICES (TRACKING PAD, PERIMETER SILT FENCE, SEDIMENT BASINS, ETC.) PRIOR TO INITIATING OTHER LAND DISTURBING CONSTRUCTION ACTIVITIES.
4. THE CONTRACTOR IS REQUIRED TO MAKE EROSION CONTROL INSPECTIONS AT THE END OF EACH WEEK AND WHEN 0.5 INCHES OF RAIN FALLS WITHIN 24 HOURS. INSPECTION REPORTS SHALL BE PREPARED AND FILED AS REQUIRED BY THE DNR AND/OR CITY. ALL MAINTENANCE WILL FOLLOW AN INSPECTION WITHIN 24 HOURS.
5. EROSION CONTROL IS THE RESPONSIBILITY OF THE CONTRACTOR UNTIL ACCEPTANCE OF THIS PROJECT. EROSION CONTROL MEASURES AS SHOWN SHALL BE THE MINIMUM PRECAUTIONS THAT WILL BE ALLOWED. ADDITIONAL EROSION CONTROL MEASURES, AS REQUESTED IN WRITING BY THE STATE OR LOCAL INSPECTORS, OR THE DEVELOPER'S ENGINEER, SHALL BE INSTALLED WITHIN 24 HOURS.
6. A 3" CLEAR STONE TRACKING PAD SHALL BE INSTALLED AT THE END OF ROAD CONSTRUCTION LIMITS TO PREVENT SEDIMENT FROM BEING TRACKED ONTO THE ADJACENT PAVED PUBLIC ROADWAY. SEDIMENT TRACKING PAD SHALL CONFORM TO WISDNR TECHNICAL STANDARD 1057. SEDIMENT REACHING THE PUBLIC ROAD SHALL BE REMOVED BY STREET CLEANING (NOT HYDRAULIC FLUSHING) BEFORE THE END OF EACH WORK DAY.
7. CHANNELIZED RUNOFF: FROM ADJACENT AREAS PASSING THROUGH THE SITE SHALL BE DIVERTED AROUND DISTURBED AREAS.
8. STABILIZED DISTURBED GROUND: ANY SOIL OR DIRT PILES WHICH WILL REMAIN IN EXISTENCE FOR MORE THAN 7-CONSECUTIVE DAYS, WHETHER TO BE WORKED DURING THAT PERIOD OR NOT, SHALL NOT BE LOCATED WITHIN 25-FEET OF ANY ROADWAY, PARKING LOT, PAVED AREA, OR DRAINAGE STRUCTURE OR CHANNEL (UNLESS INTENDED TO BE USED AS PART OF THE EROSION CONTROL MEASURES). TEMPORARY STABILIZATION AND CONTROL MEASURES (SEEDING, MULCHING, TARPING, EROSION MATTING, BARRIER FENCING, ETC.) ARE REQUIRED FOR THE PROTECTION OF DISTURBED AREAS AND SOIL PILES, WHICH WILL REMAIN UN-WORKED FOR A PERIOD OF MORE THAN 14-CONSECUTIVE CALENDAR DAYS. THESE MEASURES SHALL REMAIN IN PLACE UNTIL SITE HAS STABILIZED.
9. SITE DE-WATERING: WATER PUMPED FROM THE SITE SHALL BE TREATED BY TEMPORARY SEDIMENTATION BASINS OR OTHER APPROPRIATE CONTROL MEASURES. SEDIMENTATION BASINS SHALL HAVE A DEPTH OF AT LEAST 3 FEET, BE SURROUNDED BY SNOWFENCE OR EQUIVALENT BARRIER AND HAVE SUFFICIENT SURFACE AREA TO PROVIDE A SURFACE SETTLING RATE OF NO MORE THAN 750 GALLONS PER SQUARE FOOT PER DAY AT THE HIGHEST DEWATERING PUMPING RATE. WATER MAY NOT BE DISCHARGED IN A MANNER THAT CAUSES EROSION OF THE SITE, A NEIGHBORING SITE, OR THE BED OR BANKS OF THE RECEIVING WATER. POLYMERS MAY BE USED AS DIRECTED BY DNR TECHNICAL STANDARD 1061 (DE-WATERING).
10. WASHED STONE WEEPERS OR TEMPORARY EARTH BERMS SHALL BE BUILT PER PLAN BY CONTRACTOR TO TRAP SEDIMENT OR SLOW THE VELOCITY OF STORM WATER.
11. SEE DETAIL SHEETS FOR RIP-RAP SIZING. IN NO CASE WILL RIP-RAP BE SMALLER THAN 3" TO 6".
12. INLET FILTERS ARE TO BE PLACED IN STORMWATER INLET STRUCTURES AS SOON AS THEY ARE INSTALLED. ALL PROJECT AREA STORM INLETS NEED WISCONSIN D.O.T. TYPE D INLET PROTECTION. THE FILTERS SHALL BE MAINTAINED UNTIL THE CITY HAS ACCEPTED THE BINDER COURSE OF ASPHALT.
13. USE DETENTION BASINS AS SEDIMENT BASINS DURING CONSTRUCTION (DO NOT USE INFILTRATION AREAS). AT THE END OF CONSTRUCTION, REMOVE SEDIMENT AND RESTORE PER PLAN.
14. RESTORATION (SEED, FERTILIZE AND MULCH) SHALL BE PER SPECIFICATIONS ON THIS SHEET (NOTE: ADD SEEDING RATE STANDARD OF DETAIL BLOCK TO PLAN) UNLESS SPECIAL RESTORATION IS CALLED FOR ON THE LANDSCAPE PLAN OR THE DETENTION BASIN DETAIL SHEET.
15. ROW SHALL BE RESTORED WITH 6" TOPSOIL, PERMANENT SEED, FERTILIZER AND MULCH. SITE SHALL BE RESTORED WITH 6" TOPSOIL, PERMANENT SEED, FERTILIZER AND MULCH.
16. SEED, FERTILIZER AND MULCH SHALL BE APPLIED WITHIN 7 DAYS AFTER FINAL GRADE HAS BEEN ESTABLISHED. IF DISTURBED AREAS WILL NOT BE RESTORED IMMEDIATELY AFTER ROUGH GRADING, TEMPORARY SEED SHALL BE PLACED.
17. FOR THE FIRST SIX WEEKS AFTER RESTORATION (E.G. SEED & MULCH, EROSION MAT, SOD) OF A DISTURBED AREA, INCLUDE SUMMER WATERING PROVISIONS OF ALL NEWLY SEEDED AND MULCHED AREAS WHENEVER 7 DAYS ELAPSE WITHOUT A RAIN EVENT.
18. EROSION MAT (CLASS I, TYPE A URBAN PER WISCONSIN D.O.T. P.A.L.) SHALL BE INSTALLED ON ALL SLOPES 3:1 OR GREATER BUT LESS THAN 1:1.
19. EROSION MAT (CLASS I, TYPE B URBAN PER WISCONSIN D.O.T. P.A.L.) SHALL BE INSTALLED ON THE BOTTOM (INVERT) OF ROADSIDE DITCHES/SWALES AS SHOWN ON THIS PLAN, 1 ROLL WIDTH.
20. SOIL STABILIZERS SHALL BE APPLIED TO DISTURBED AREAS WITH SLOPES BETWEEN 10% AND 3:1 (DO NOT USE IN CHANNELS). SOIL STABILIZERS SHALL BE TYPE B, PER WISCONSIN D.O.T. P.A.L. (PRODUCT ACCEPTABILITY LIST), OR EQUAL. APPLY AT RATES AND METHODS SPECIFIED PER MANUFACTURER/THIS SHEET. SOIL STABILIZERS SHALL BE RE-APPLIED WHENEVER VEHICLES OR OTHER EQUIPMENT TRACK ON THE AREA.
21. SILT FENCE OR EROSION MAT SHALL BE INSTALLED ALONG THE CONTOURS AT 100 FOOT INTERVALS DOWN THE SLOPE ON THE DISTURBED SLOPES STEEPER THAN 5% AND MORE THAN 100 FEET LONG THAT SHEET FLOW TO THE ROADWAY UNLESS SOIL STABILIZERS ARE USED.
22. INSTALL MINIMUM 6'-7" WIDE EROSION MAT ALONG THE BACK OF CURB AFTER TOPSOIL HAS BEEN PLACED IN THE TERRACE IF THIS AREA WILL NOT BE SEEDED AND MULCHED WITHIN 48 HOURS OF PLACING TOPSOIL.
23. SILT FENCE TO BE USED ACROSS AREAS OF THE LOT THAT SLOPE TOWARDS A PUBLIC STREET OR WATERWAY. SEE DETAILS.
24. SEDIMENT SHALL BE CLEANED FROM CURB AND GUTTER AFTER EACH RAINFALL AND PRIOR TO PROJECT ACCEPTANCE.
25. ACCUMULATED CONSTRUCTION SEDIMENT SHALL BE REMOVED FROM ALL PERMANENT BASINS TO THE ELEVATION SHOWN ON THE GRADING PLAN FOLLOWING THE STABILIZATION OF DRAINAGE AREAS.
26. ALL CONSTRUCTION ENTRANCES SHALL HAVE TEMPORARY ROAD CLOSED SIGNS THAT WILL BE IN PLACE WHEN THE ENTRANCE IS NOT IN USE AND AT THE END OF EACH DAY.
27. ANY PROPOSED CHANGES TO THE EROSION CONTROL PLAN MUST BE SUBMITTED AND APPROVED BY THE PERMITTING MUNICIPALITY.
28. THE CITY, OWNER AND/OR ENGINEER MAY REQUIRE ADDITIONAL EROSION CONTROL MEASURES AT ANY TIME DURING CONSTRUCTION.



### NOTES:

1. INSTALL SILT FENCE TO FOLLOW THE GROUND CONTOURS AS CLOSELY AS POSSIBLE.
2. CURVE THE SILT FENCE UP THE SLOPE TO PREVENT WATER FROM RUNNING AROUND THE ENDS.
3. POST SPACING WITH FENCE SUPPORT MESH = 10 FT. (MAX.)  
POST SPACING WITHOUT FENCE SUPPORT MESH = 6 FT. (MAX.)
4. SILT FENCE SUPPORT MESH CONSISTS OF 14-GAUGE STEEL WIRE WITH A MESH SPACING OF 6 IN. X 6 IN. OR PREFABRICATED POLYMERIC MESH OF EQUIVALENT STRENGTH

1  
C500 SILT FENCE  
NOT TO SCALE

**SEEDING RATES:**

TEMPORARY:

1. USE ANNUAL OATS AT 3.0 LB./1,000 S.F. FOR SPRING AND SUMMER PLANTINGS.
2. USE WINTER WHEAT OR RYE AT 3.0 LB./1,000 SF FOR FALL PLANTINGS STARTED AFTER SEPTEMBER 15.

PERMANENT:

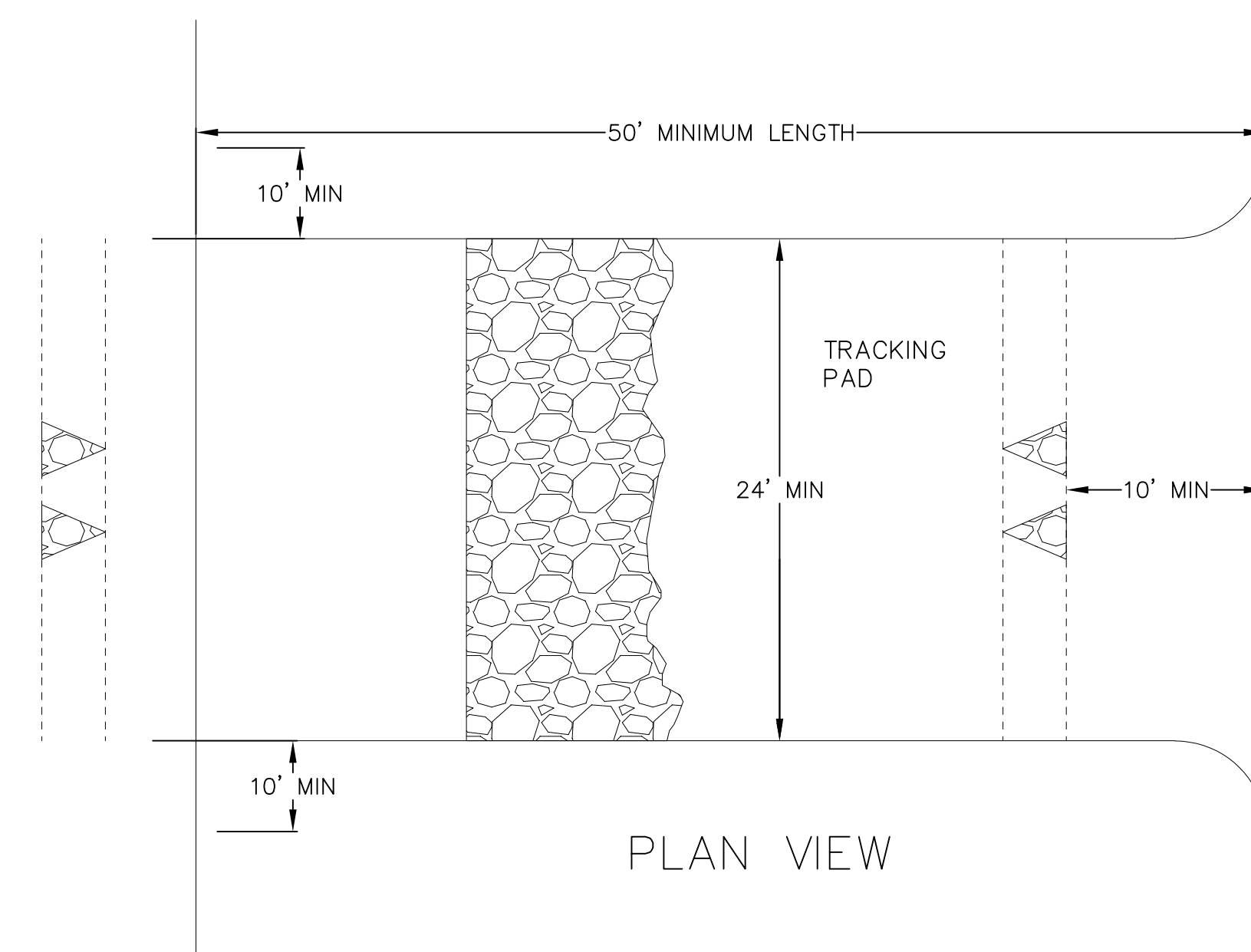
1. USE WISCONSIN D.O.T. SEED MIX #40 AT 2 LB./1,000 S.F.

**FERTILIZING RATES:**

TEMPORARY AND PERMANENT:  
USE WISCONSIN D.O.T. TYPE A OR B AT 7 LB./1,000 S.F.

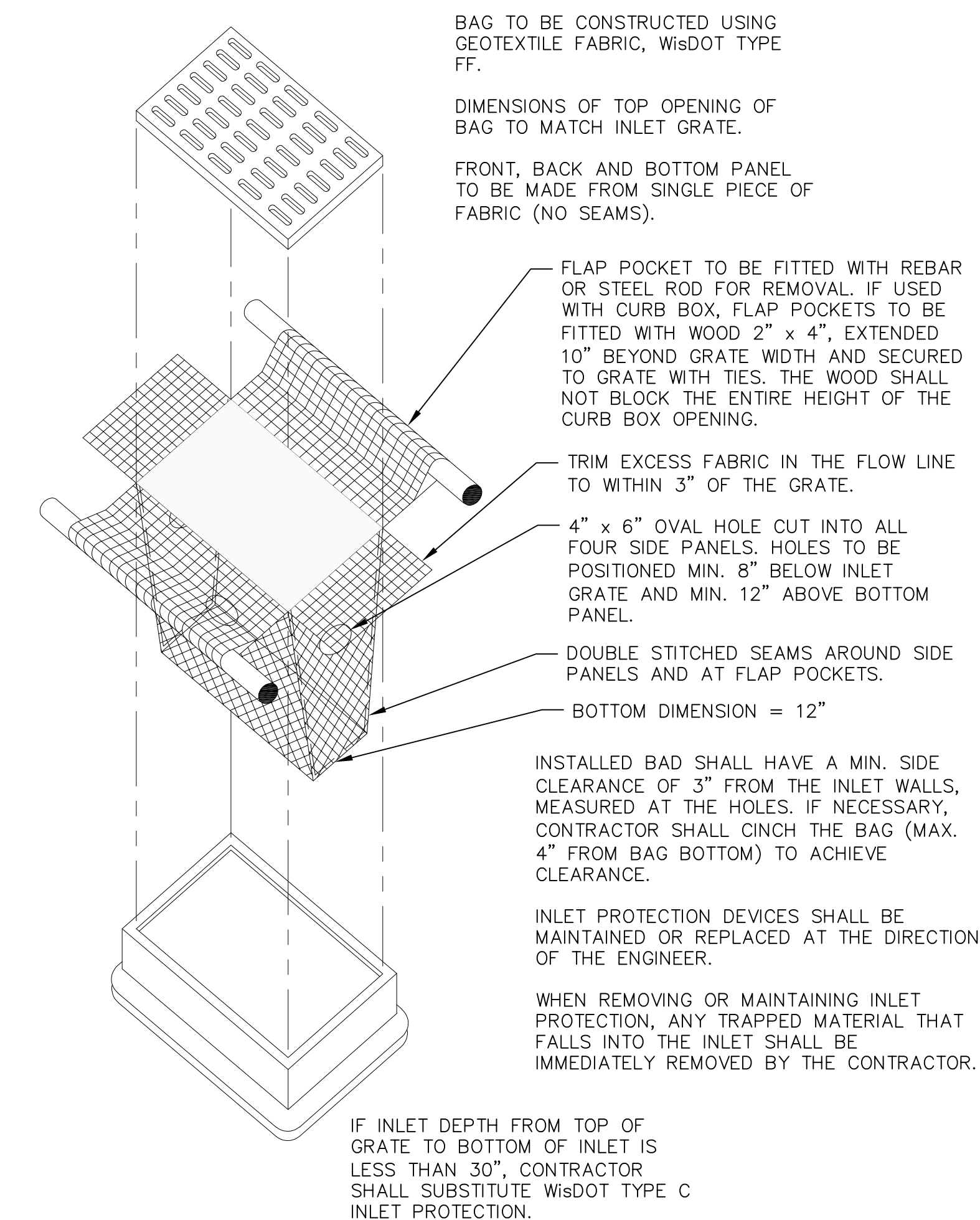
**MULCHING RATES:**

TEMPORARY AND PERMANENT:  
USE 1/2" TO 1-1/2" STRAW OR HAY MULCH, CRIMPED PER SECTION 607.3.2.3, OR OTHER RATE AND METHOD PER SECTION 627, WISCONSIN D.O.T. STANDARD SPECIFICATIONS FOR HIGHWAY AND STRUCTURE CONSTRUCTION



1. FOLLOW WISCONSIN DNR TECHNICAL STANDARD 1057 FOR FURTHER DETAILS AND INSTALLATION.
2. LENGTH - MINIMUM OF 50'
3. WIDTH - 24' MINIMUM, SHOULD BE FLARED AT THE EXISTING ROAD TO PROVIDE A TURNING RADIUS.
4. ON SITES WITH A HIGH GROUND WATER TABLE OR WHERE SATURATED CONDITIONS EXIST, GEOTEXTILE FABRIC SHALL BE PLACED OVER EXISTING GROUND PRIOR TO PLACING STONE. FABRIC SHALL BE WISDOT TYPE-HR GEOTEXTILE FABRIC.
5. STONE - CRUSHED 3" CLEAR STONE SHALL BE PLACED AT LEAST 12" DEEP OVER THE ENTIRE LENGTH AND WIDTH OF ENTRANCE.
6. SURFACE WATER - ALL SURFACE WATER FLOWING TO OR DIVERTED TOWARDS CONSTRUCTION ENTRANCES SHALL BE PIPED THROUGH THE ENTRANCE, MAINTAINING POSITIVE DRAINAGE. PIPE INSTALLED THROUGH THE STABILIZED CONSTRUCTION ENTRANCE SHALL BE PROTECTED WITH A MOUNTABLE BERM WITH 5:1 SLOPES AND MINIMUM OF 6" STONE OVER THE PIPE. PIPE SHALL BE SIZED ACCORDING TO THE DRAINAGE REQUIREMENTS. WHEN THE ENTRANCE IS LOCATED AT A HIGH SPOT AND HAS NO DRAINAGE TO CONVEY A PIPE SHALL NOT BE NECESSARY. THE MINIMUM PIPE DIAMETER SHALL BE 6", CONTRACTOR SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF SAID PIPE.
7. LOCATION - A STABILIZED CONSTRUCTION ENTRANCE SHALL BE LOCATED WHERE CONSTRUCTION TRAFFIC ENTERS AND/OR LEAVES THE CONSTRUCTION SITE. VEHICLES LEAVING THE SITE MUST TRAVEL OVER THE ENTIRE LENGTH OF THE TRACKING PAD.

2  
C500 TRACKING PAD  
NOT TO SCALE



3  
C500 INLET PROTECTION TYPE D  
NOT TO SCALE

### ISSUANCE AND REVISIONS

DATE	DESCRIPTION
06/28/2025	PHASE 2 - CONSTRUCTION DOCUMENTS

### C

### KEY PLAN

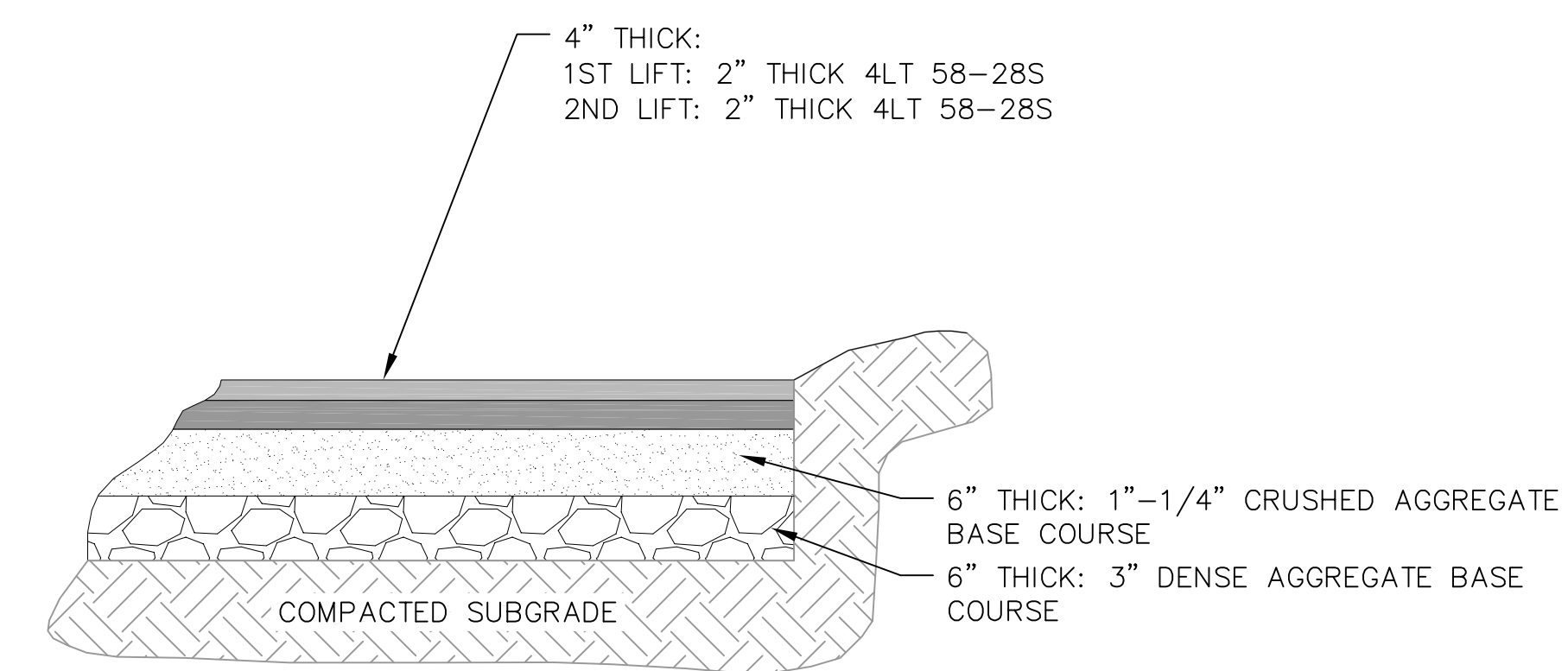
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### SHEET INFORMATION

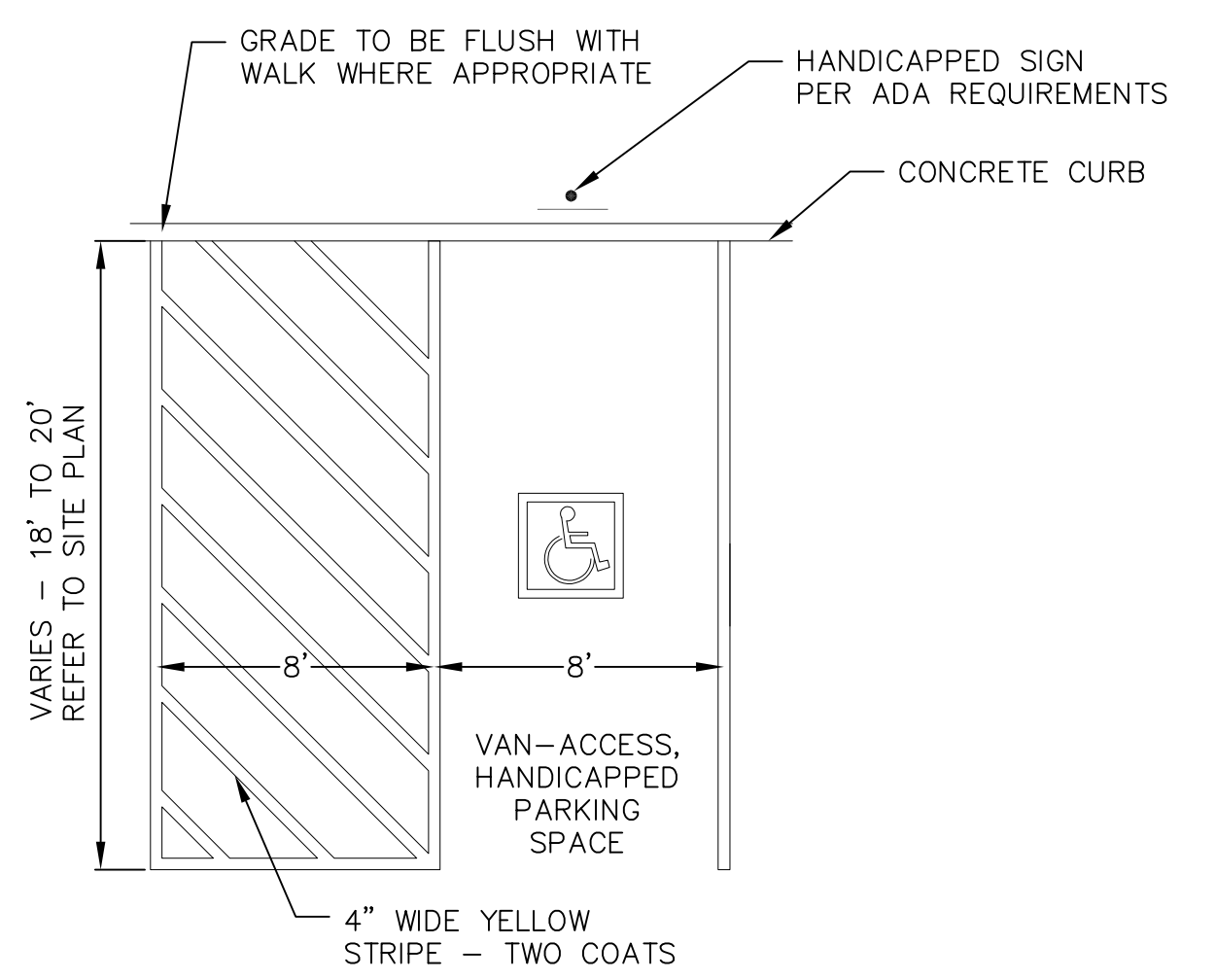
PROJECT MANAGER	CR
PROJECT NUMBER	322425-01

### DETAILS

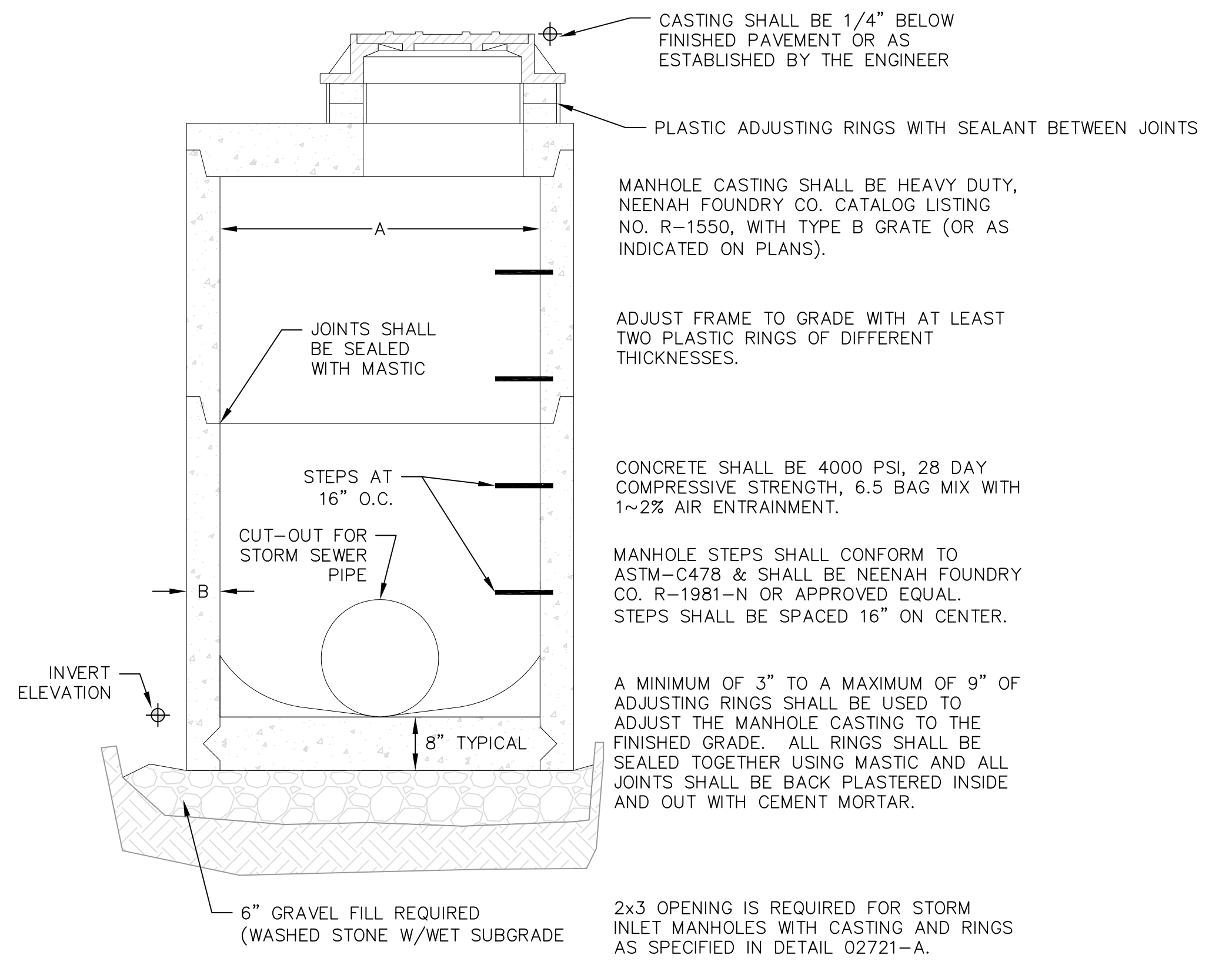
DATE	DESCRIPTION
06/28/2025	PHASE 2 - CONSTRUCTION DOCUMENTS



1 **SITE ASPHALT PAVEMENT SECTION**  
 NOT TO SCALE  
 C501



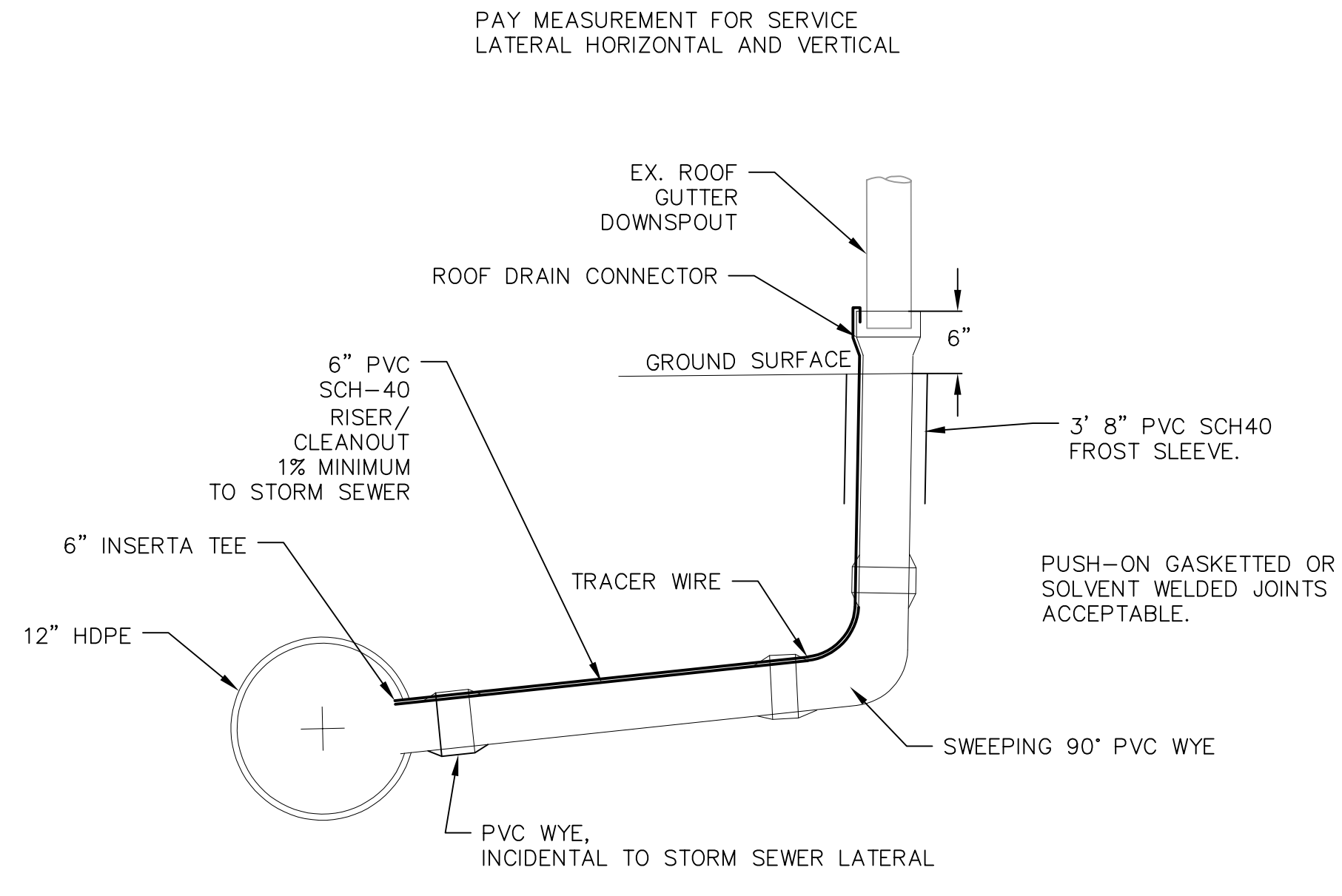
2 **HANDICAP STRIPING**  
 NOT TO SCALE  
 C501



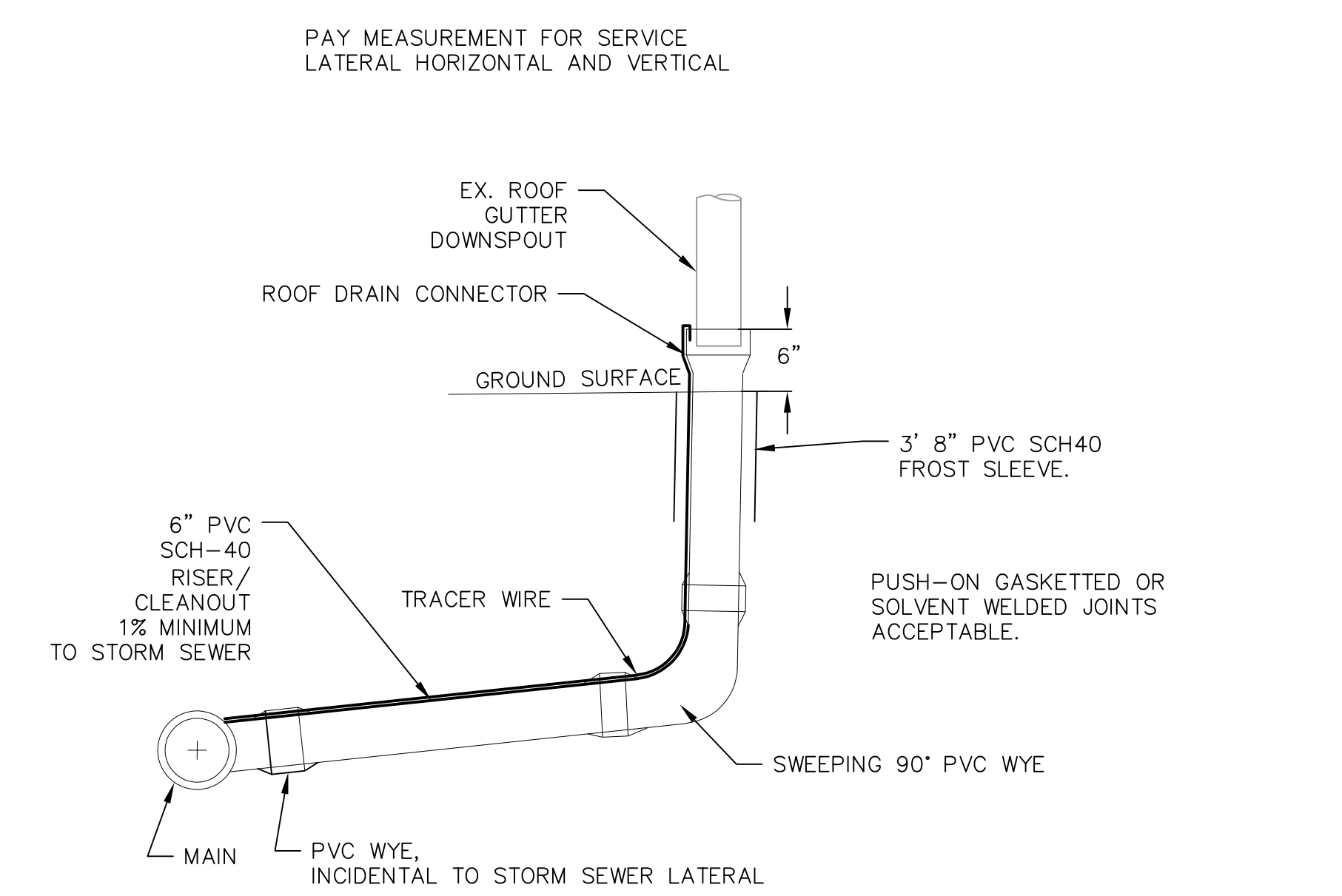
6 **STORM MANHOLE DIMENSIONS**

MANHOLE SIZE	DIMENSION	
	A	B (MIN.)
48"	48"	5"
60"	60"	6"
72"	72"	7"
84"	84"	7"
96"	96"	9"

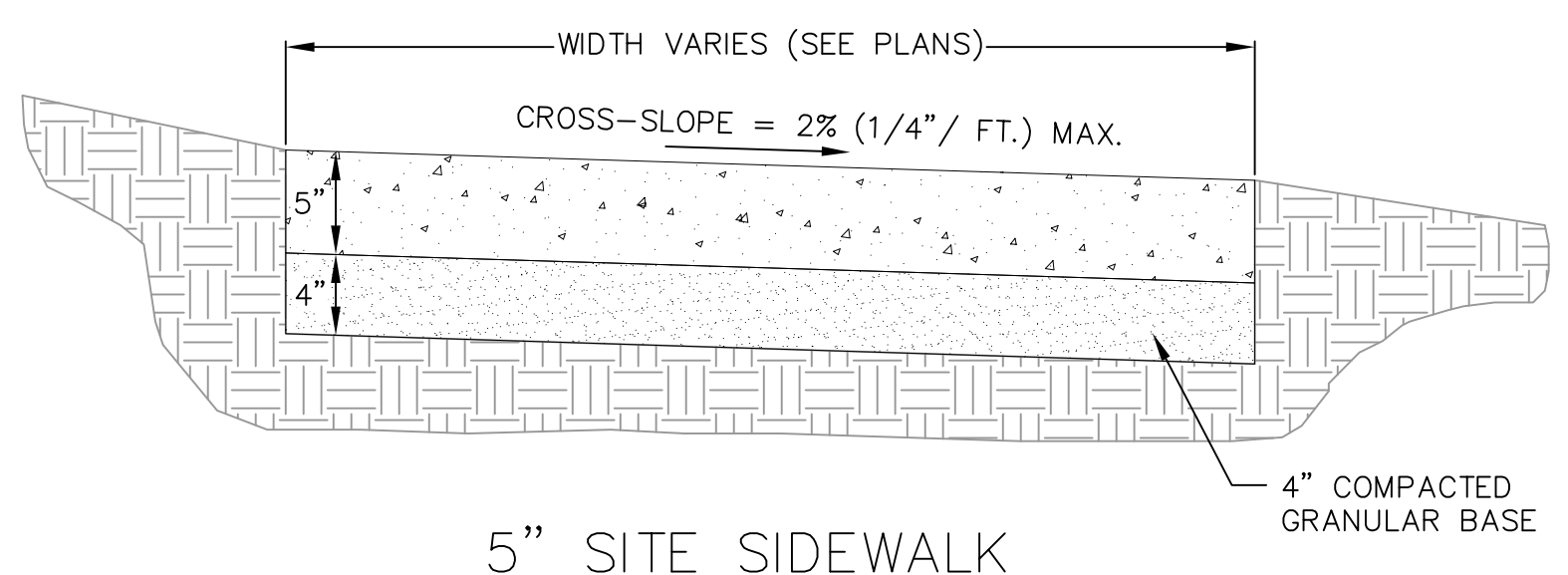
6 **STORM SEWER MANHOLE**  
 NOT TO SCALE  
 C501



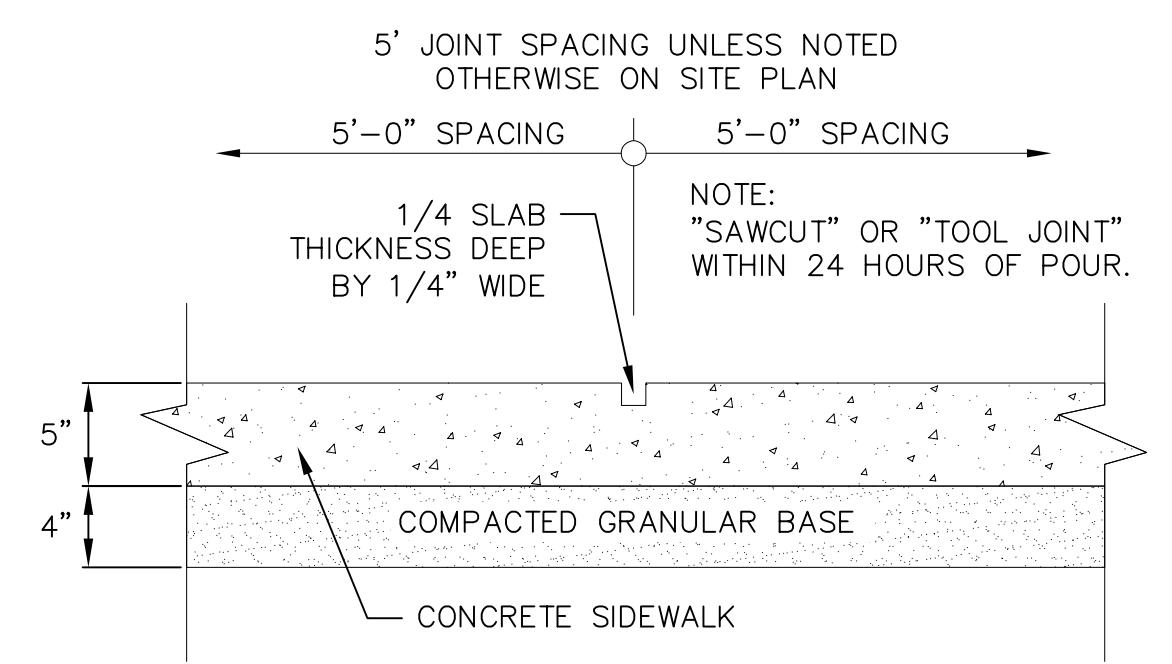
7 **DOWN SPOUT CONNECTION**  
 NOT TO SCALE  
 C501



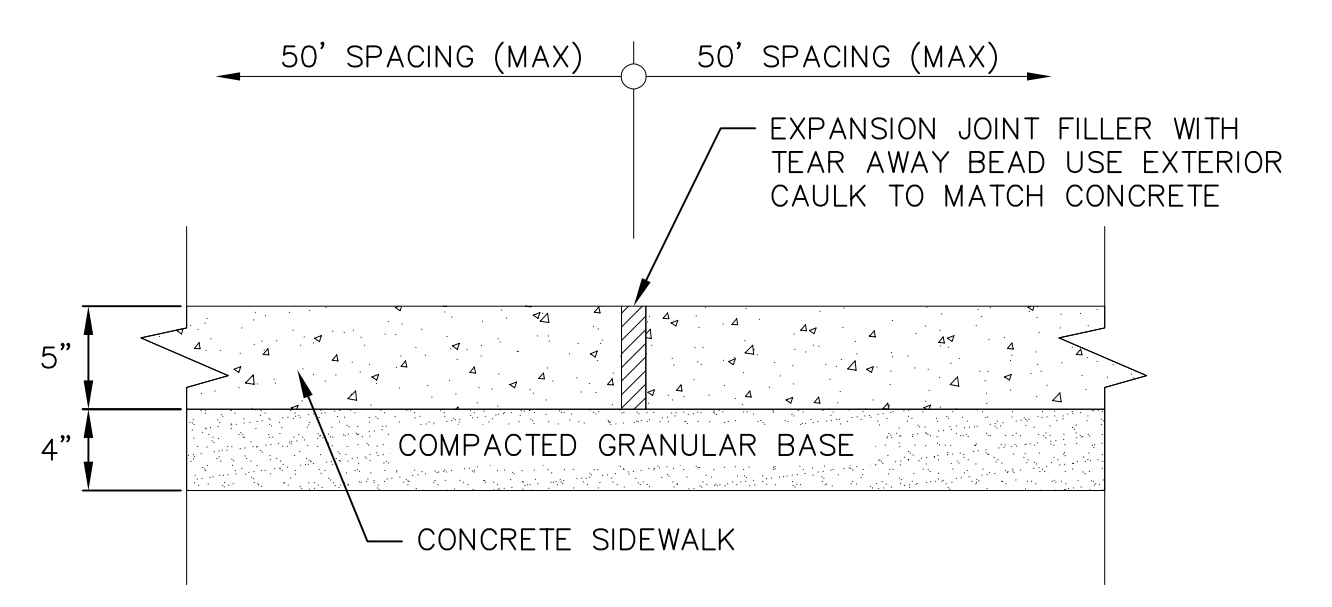
8 **STORM SEWER LATERAL**  
 NOT TO SCALE  
 C501



5" **SITE SIDEWALK**

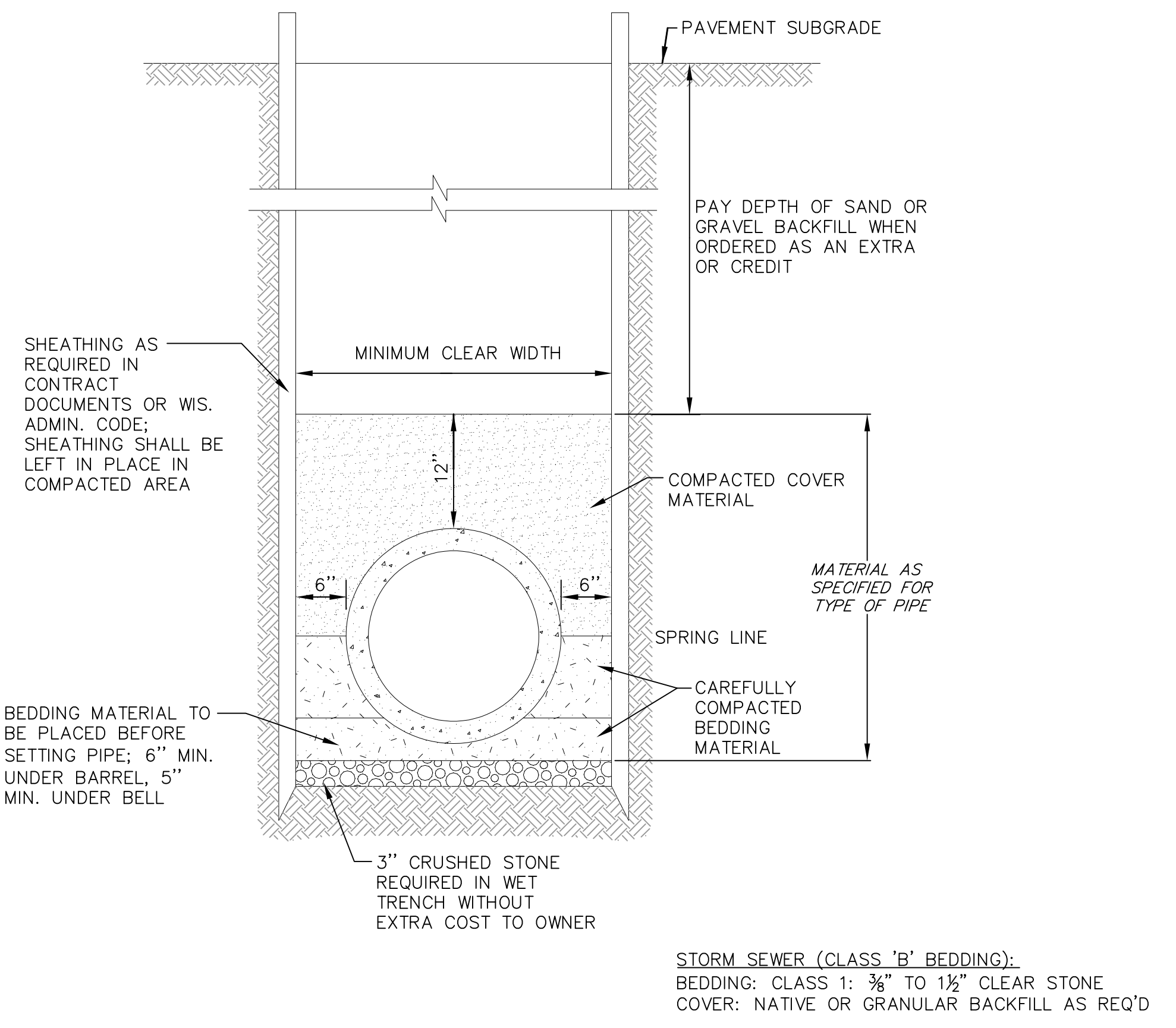


SIDEWALK CONTROL JOINT

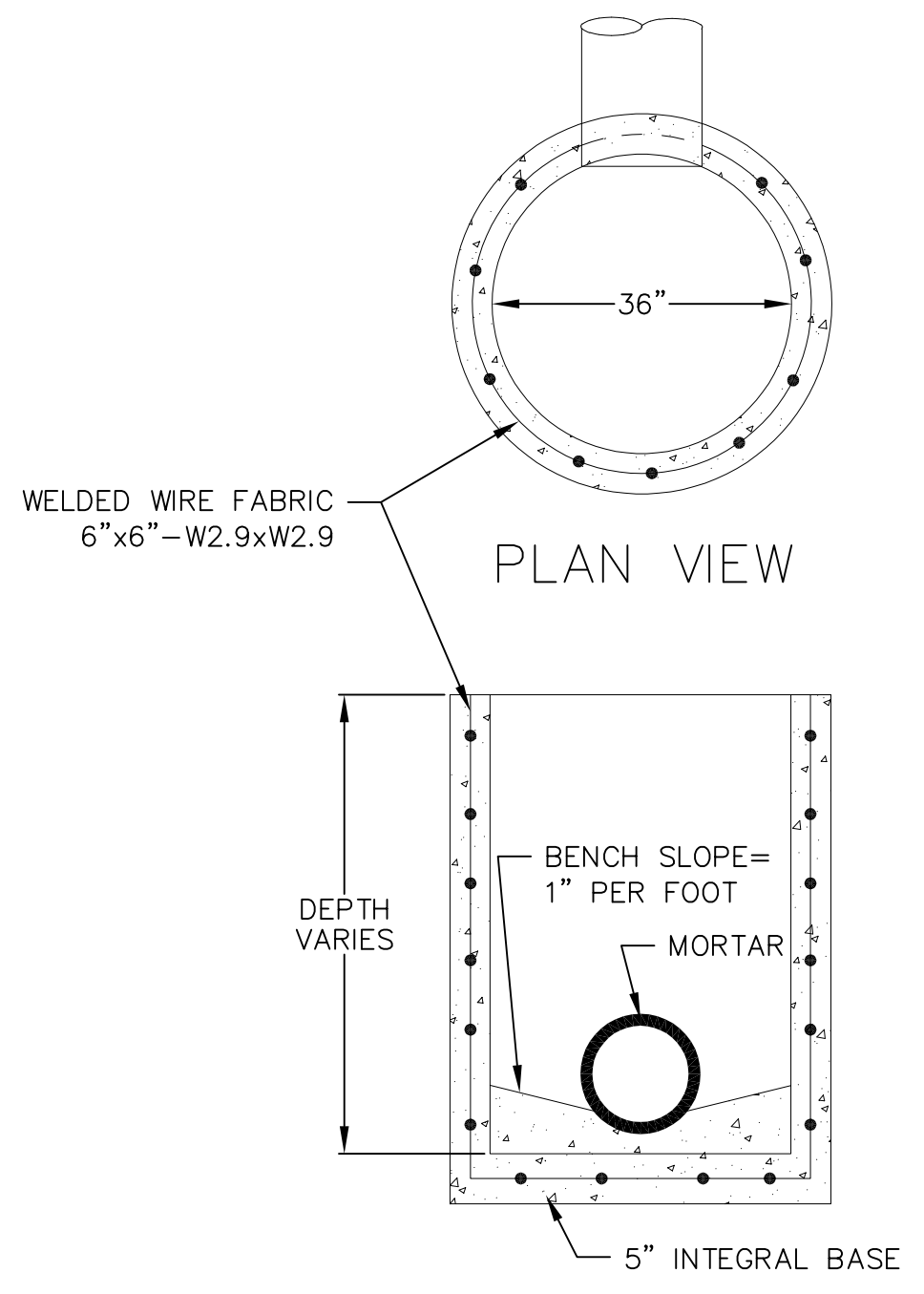


SIDEWALK EXPANSION JOINT

3 **5" SIDEWALK**  
 NOT TO SCALE  
 C501



4 **STANDARD TRENCH SECTION**  
 NOT TO SCALE  
 C501



5 **FIELD INLET (36" DIA. BASIN)**  
 NOT TO SCALE  
 C501

25 Jun 2025 - 1:51 p.m. R:\Reedsburg Area School District\240723 - EUA High School Addition\CADD\EUA High School Addition - Details.dwg by: jee



Michala Gerads <mger@vierbicher.com>

# Reedsburg Area High School Building Addition - Knox Box

2 messages

Michala Gerads <mger@vierbicher.com>

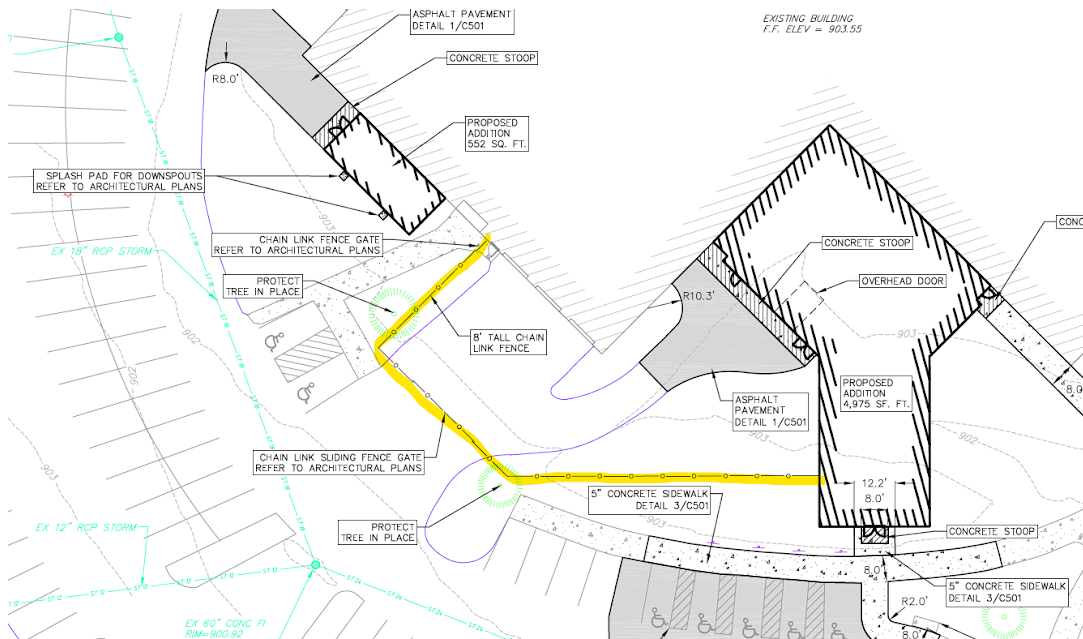
Mon, Jun 23, 2025 at 2:03 PM

To: bgi@rucls.net

Cc: Neil Pfaff <npfa@vierbicher.com>, Bill Davis <bdav@vierbicher.com>

Craig,

We are preparing the civil plans for the Reedsburg Area High School addition. Part of this includes installation of a fence with a gate near the southwest corner of the building where the mechanical shop classes are. See the highlighted area below.



EUA, the architects, requested that we add the gate with Knox box access for Fire Department access. Can you please provide the Knox box that Reedsburg's Fire Department requires?

Thank you,  
Michala

Michala Gerads  
Senior Project Engineer



Vierbicher  
201 E. Main Street, Suite 100  
Reedsburg, WI 53959

Call / Text / Fax - (608) 402-6368



**bgi@rucls.net** <bgi@rucls.net>  
To: Michala Gerads <mger@vierbicher.com>

Mon, Jun 23, 2025 at 3:49 PM

Yes, we stock a "SUPRA BOX" that works best for that applications.

Just let me know when they need. The GC will have to install.

Thanks,

Fire Chief,

Craig Douglas

**Beaver Glass, Inc.**

441 E Main St.

Reedsburg, WI. 53959

608-393-5801 c

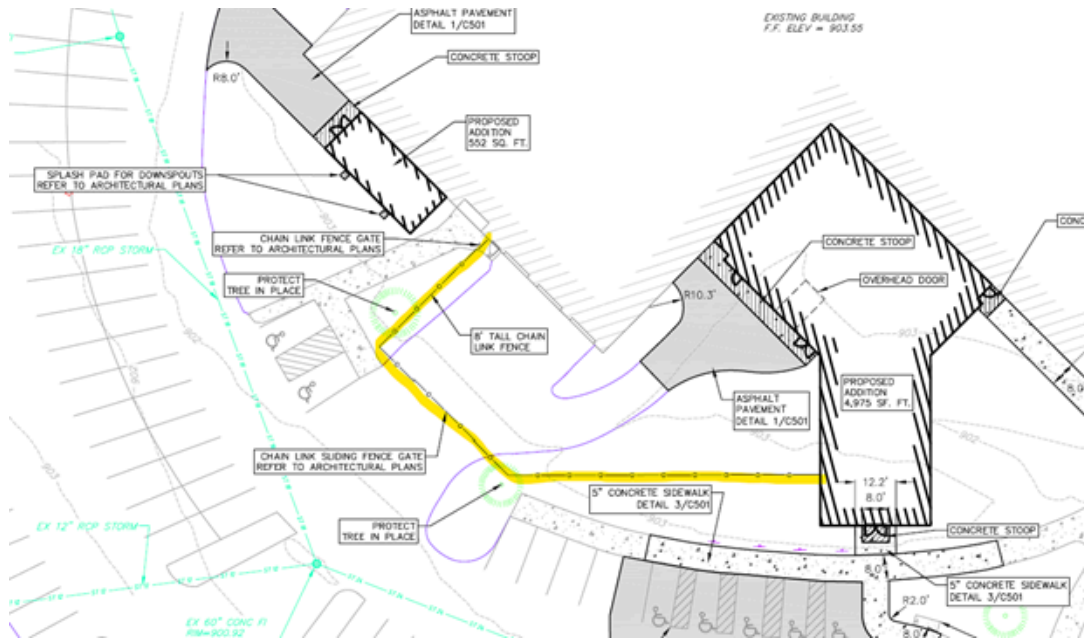
**Since 1984**

---

**From:** Michala Gerads <mger@vierbicher.com>  
**Sent:** Monday, June 23, 2025 2:04 PM  
**To:** bgi@rucls.net  
**Cc:** Neil Pfaff <npfa@vierbicher.com>; Bill Davis <bdav@vierbicher.com>  
**Subject:** Reedsburg Area High School Building Addition - Knox Box

Craig,

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Thank you,

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Michala Gerads  
Senior Project Engineer



Vierbicher  
201 E. Main Street, Suite 100  
Reedsburg, WI 53959

Call / Text / Fax - (608) 402-6368





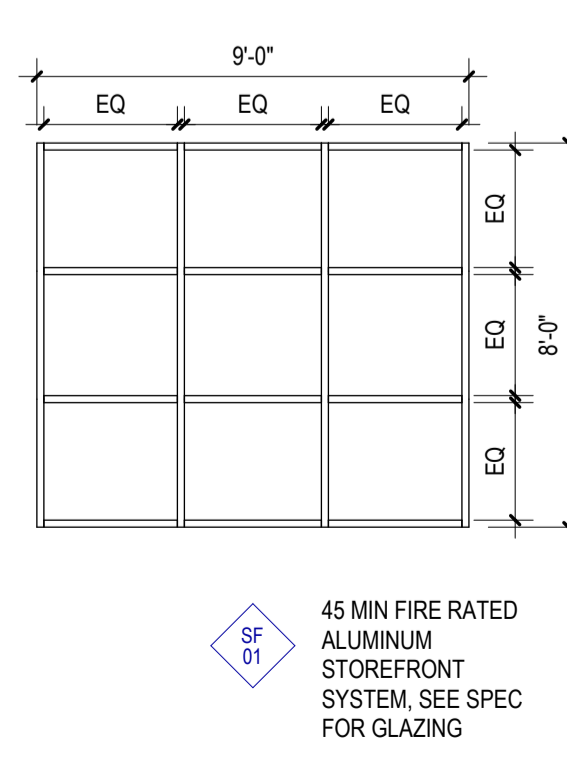
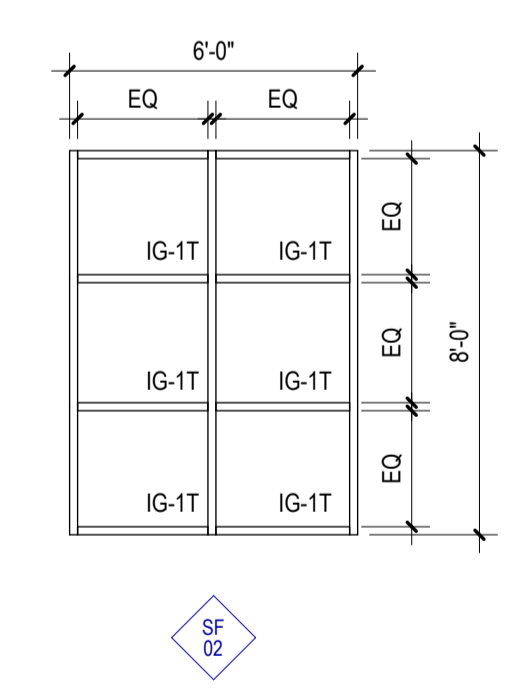
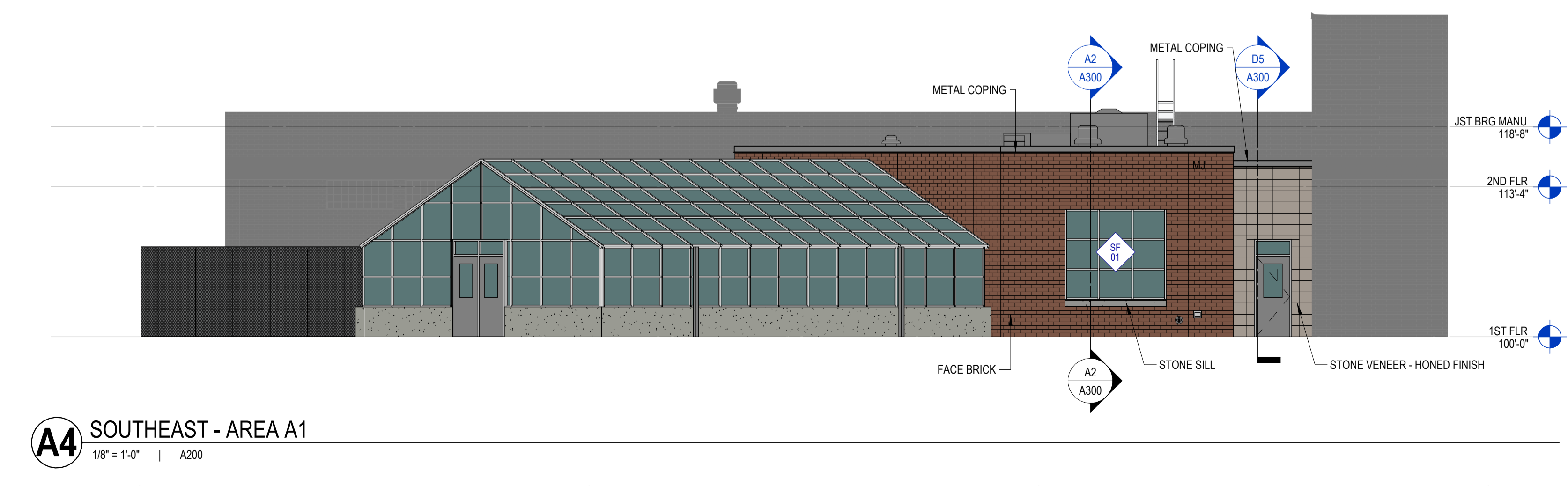
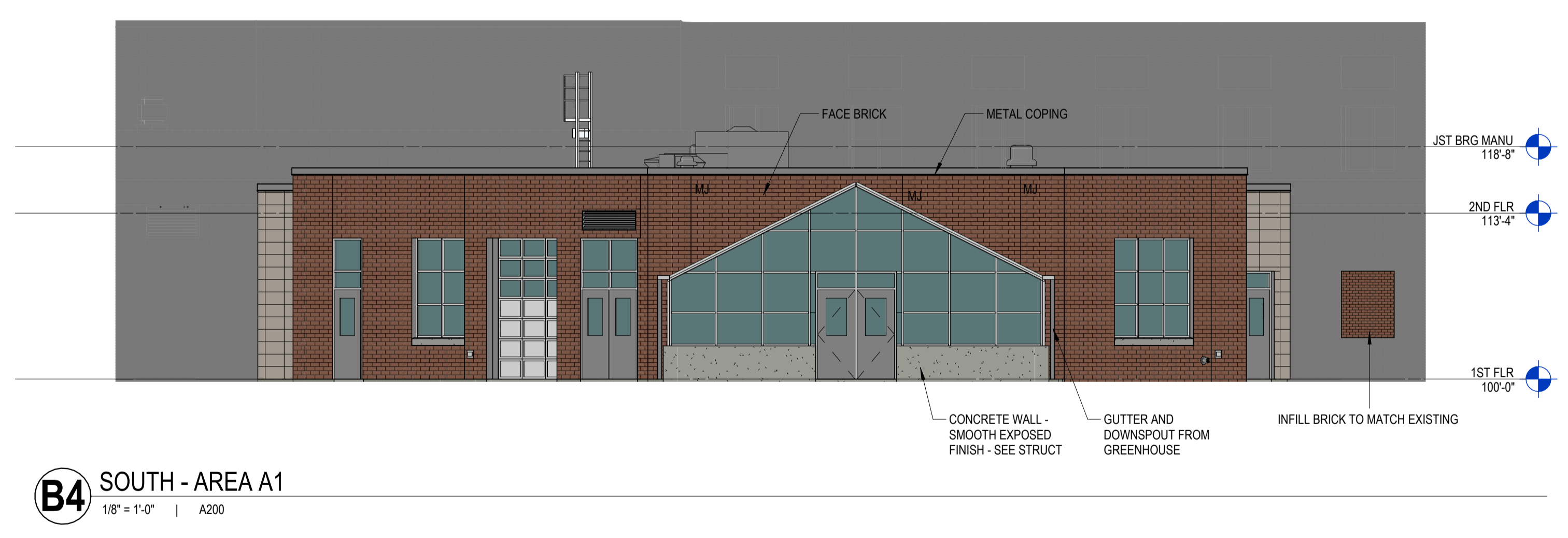
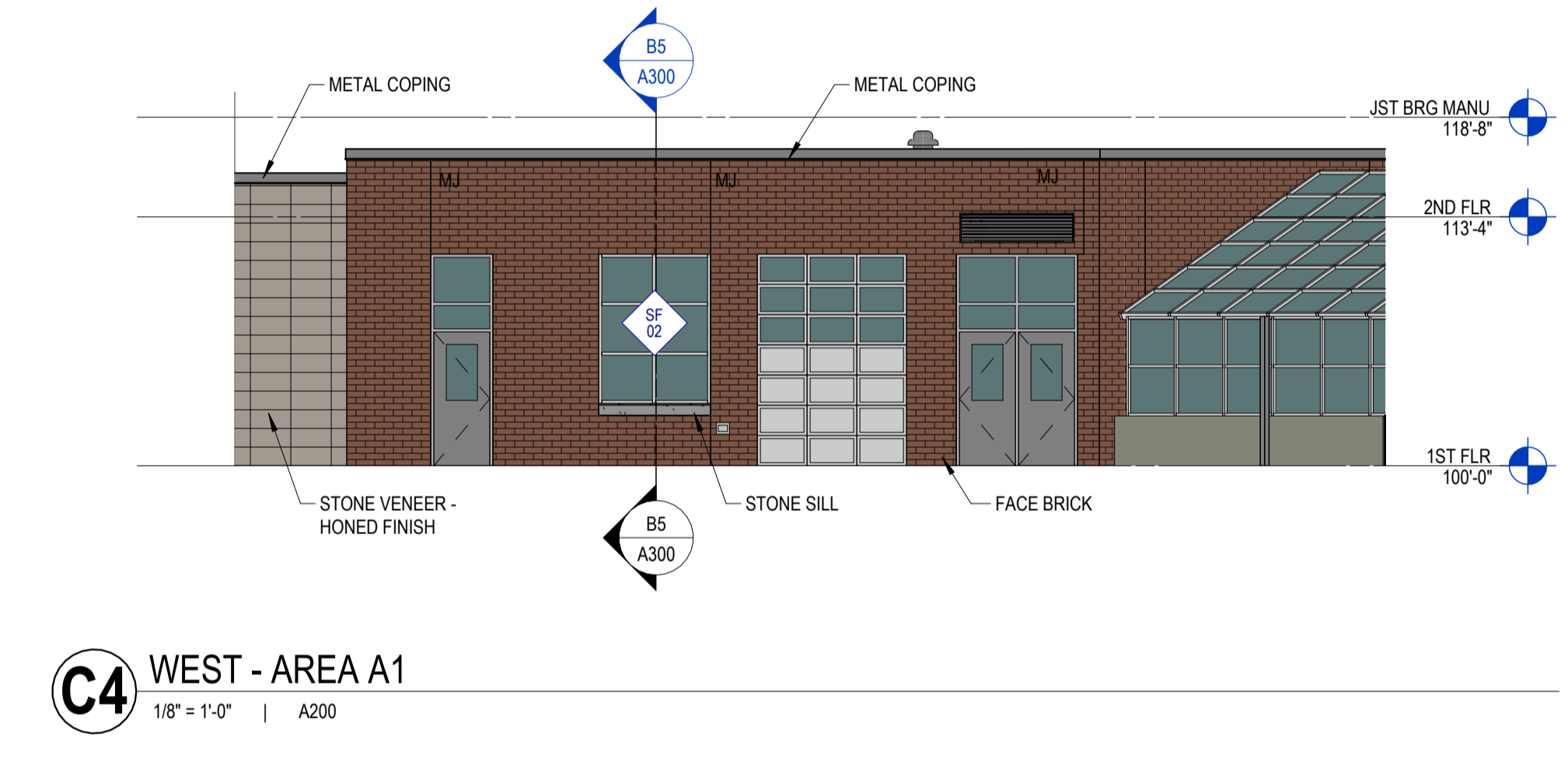
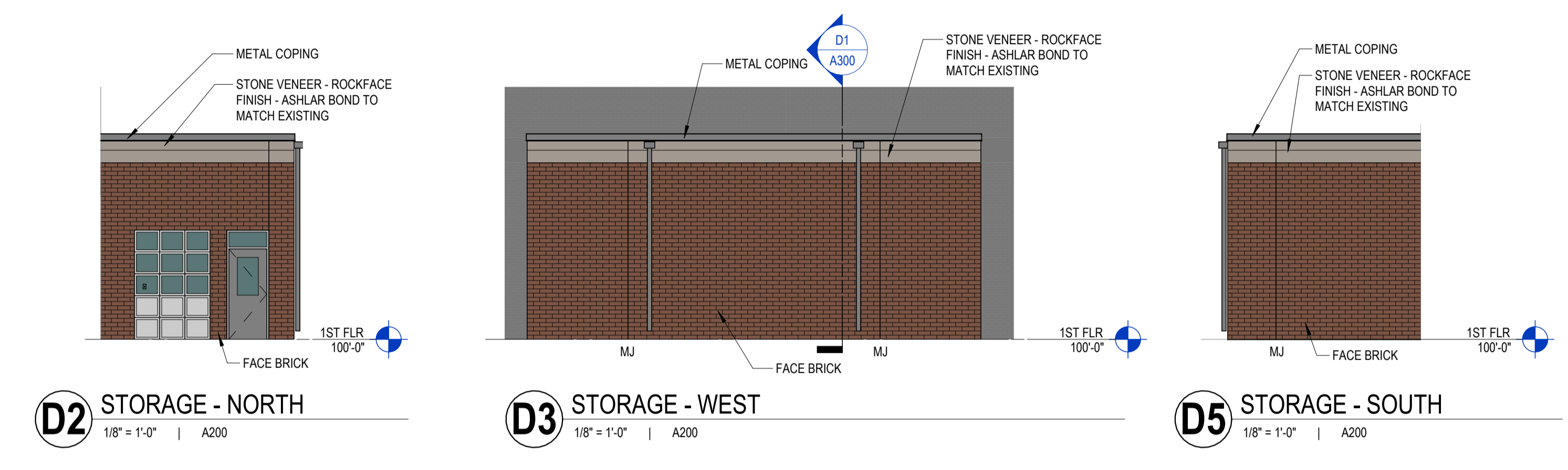
This message contains confidential information and is intended only for the intended recipient(s). If you are not the named recipient you should not read, distribute or copy this e-mail. For more information regarding information sent or received in email correspondence, please see our website - <https://www.vierbicher.com/terms-conditions/>

**EXTERIOR ELEVATION NOTES**

- A. PROVIDE CONTINUOUS SEALANT AND BACKER ROD AT ALL PRECAST CONCRETE JOINTS.
- B. ALL INSIDE AND OUTSIDE CORNERS OF PRECAST TRIM TO NOT BE MITERED.
- C. EXTERIOR SIGNAGE ON BUILDING TO BE COORDINATED AND VERIFIED WITH ARCHITECT, OWNER AND SIGNAGE VENDOR.
- D. ALL VERTICAL INSIDE CORNERS TO HAVE 1/2" MOVEMENT JOINT.
- E. MJ = INDICATES MOVEMENT JOINT - 1/2" GAP.

**GLAZING SCHEDULE**

IG-1	INSULATING VISION GLASS
IG-1T	INSULATING GLASS, TEMPERED



PROJECT INFORMATION  
**REEDSBURG AREA HIGH SCHOOL**

1100 S. Albert Ave  
Reedsburg, WI 53959

ISSUANCE AND REVISIONS

DATE	DESCRIPTION
06/26/2025	PHASE 2 - CONSTRUCTION DOCUMENTS

KEY PLAN

SHEET INFORMATION

PROJECT MANAGER CR  
PROJECT NUMBER 322425-01

**EXTERIOR ELEVATIONS**

**A200**



July 25, 2025

Brian Duvall  
City of Reedsburg  
PO Box 490  
Reedsburg, WI 53959

RE: Land Use Application – Site Plan Review  
Reedsburg Area High School Addition  
City of Reedsburg, Sauk County, Wisconsin

Brian,

This application is for the Land Use Application – Site Plan Review for the Reedsburg Area High School (RAHS) Addition. The proposed additions are located on the southwest side of the existing high school building. The site is located on tax parcel number 276-2100-01010.

The project includes two building additions to the existing RAHS, associated utilities, site grading, and erosion control. The site has been designed to limit the amount of change in the existing contours of the site. Please refer to the enclosed Reedsburg Area High School Civil Plans.

The total land disturbance is 25,055 square feet, which is less than one acre. Therefore, no stormwater management is required by WDNR. The proposed storm sewer will connect to the existing storm network that serves the high school building.

As requested by the Reedsburg Fire Department, a Knox box will be provided on the proposed sliding fence gate to provide emergency access. Enclosed is the email with Fire Department correspondence.

There are no proposed changes to the exterior lighting associated with the building addition.

The parking lot will not be changed to impact the traffic generation or circulation. Five (5) handicap accessible stalls and one (1) parking stall will be reconstructed to meet ADA requirements.

Architectural plans have been provided by Eppstein Uhen Architects, Inc. Exterior elevations are enclosed.

Check #98347 for a total of \$175 is enclosed to cover the fees for the Land Use Application – Site Plan Review.

If you have any questions or require additional information, please contact me at 608-402-6368 or [mger@vierbicher.com](mailto:mger@vierbicher.com).

Sincerely,

Michala Gerads  
vision to reality

July 25, 2025  
Page 2 of 2

Enclosures: City of Reedsburg Land Use Application  
Reedsburg Area High School Addition Civil Plans  
Fire Department Correspondence  
Exterior Elevations

cc: Charlie Robertson, EUA  
Neil Pfaff, Vierbicher  
Bill Davis, Vierbicher

**Plan Commission**

**DATE:** August 12, 2025, 6:00PM

**APPLICANT:** Michala Gerads, Vierbicher

**LOCATION:** 1100 S Albert Ave; parcel # 276-2100-01010

**ZONING:** Government

**DESCRIPTION OF PROPERTY/IMPROVEMENTS:** Consider site plan review for a new 4,975 sq foot addition to RAHS under §690 Attachment 5.

**General Findings**

**SURROUNDING LAND USES:**

- North – Multi family; County shop
- West – Ag; Multi-family
- South – Ag; Residential
- East – Multi-family; commercial

**ZONING:**

- North – R-3, I-1, B-2
- West – R-3, Ag
- South – Ag
- East – B-2, B-3

**TOPOGRAPHY:** Slopes up to the south

**STREET R.O.W./TRAFFIC/ACCESS:** S Albert Ave/Hwy 23; 100' ROW

**ENVIRONMENTAL HAZARDS/CONDITIONS:** None known

**COMPREHENSIVE PLAN DESIGNATION:** Government & Institutional

**COMMENTS:**

POLICE:

FIRE: A Knox box will be provided on the proposed sliding fence gate to provide emergency access.

PUBLIC WORKS:

UTILITIES:

SCHOOLS:

PARKS:

ADMINISTRATOR:

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

**Topography and vegetation. 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 chapter.**

1. The Board finds that the property currently contains Reedsburg Area High Scholl.
2. The Board finds that section § 690 Schedule 5 allows Schools as a permitted use.
3. The Board finds that a 4,975 addition is proposed on the building's south side.
4. The Board finds that the parcel is zoned Government.
5. The Board finds that the undeveloped property is 49.13 acres.
6. The Board finds that the addition would be used to replace the existing greenhouse and additional vehicle work by students.

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

1. The Board finds that stormwater would use existing facilities.
2. The Board finds that land disturbance is about 25K SF.

**Emergency Services. All buildings shall be so arranged as to permit emergency vehicle access by some practical means.**

1. The Board finds that there are existing driveways on S Albert Ave and S Preston.
2. The Board finds that existing driveways and onsite routes will suffice.

**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 new exterior lighting would be located at the exit doors.

**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.**

1. The Board finds that there are existing driveways on S Albert Ave and S Preston.
2. The Board finds that existing driveways and onsite routes will suffice.
3. The Board finds that there is an existing drive around the current building.

**Architectural plans; existing and proposed structures. The proposed conditional land use shall be designed, constructed, operated, and maintained so to complement the surrounding area. Physical buffers shall be added as needed for neighboring conformance.**

1. The Board finds that elevations are attached.

**Consistency with other plans and statutes. 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.**

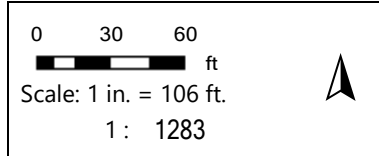
1. The Board finds that future use is Government & Institutional.

**STAFF COMMENTS:**

The addition will be used to replace the existing greenhouse and used for student auto work.

**Exhibit List**

- A. City of Reedsburg Comprehensive Plan
- B. Zoning Ordinance, City of Reedsburg, Wisconsin
- C. August 12, 2025, Plan Commission Agenda
- D. Land Use Change Application
- E. Staff Report



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.

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

Notes

**From:** [League of Wisconsin Municipalities](#)  
**To:** [Brian Duvall](#)  
**Subject:** Short-Term Rental Cases Have Long-Term Impact  
**Date:** Tuesday, July 22, 2025 4:29:34 PM

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[**NOTICE:** This message originated outside of the City of Reedsburg -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

## The League's League-EL Case Alert July, 22 2025



### Short-Term Rental Cases Have Long-Term Impact

On July 9, 2025, the District II Court of Appeals issued two significant opinions regarding municipal authority to regulate short-term rentals. In the first, [WI Realtors Association, Inc. v. City of Neenah](#), the court struck down the City of Neenah's ordinance requiring short-term rentals to be the owner's primary residence. In the second, [Wildwood Estate, LLC v. Village of Summit](#), the court held that the Village of Summit's short-term rental ordinance should have been adopted as a zoning ordinance.



In *City of Neenah*, 2024AP998, the city's ordinance required short-term rental owners to obtain a permit. The property also had to be the owner's primary residence. The Wisconsin Realtors Association challenged this ordinance, arguing it was preempted by Wis. Stat. § 66.1014(2). The court of appeals agreed.

Under Wis. Stat. § 66.1014(2), a municipality "may not enact or enforce an ordinance that prohibits the rental of a residential dwelling for 7 consecutive days or longer." With little discussion, the court concluded that Neenah's ordinance logically conflicts with the state statute because it excludes *some* residences from being used as short-term rentals. ¶ 14. Because the ordinance logically conflicts with the statute, the court concluded it is preempted. Municipalities that have adopted a similar ordinance, should consult with their

municipal attorneys regarding next steps, as those ordinances are likely preempted as well.

In *Wildwood Estates, 2024AP178*, the Village of Summit had an ordinance requiring short-term rental owners to obtain a license and tenant permit for each short-term rental, requiring each guest to sign a registry, and prohibiting rentals of 6 days or fewer. ¶ 4. Wildwood was conducting short-term rentals for less than seven nights prior to the ordinance and sued the village after the ordinance's enactment. Wildwood argued that the village's regulations were zoning ordinances, and that the village failed to enact them pursuant to the special statutory procedures for zoning ordinances. Wildwood also asserted it was entitled to a legal nonconforming use exemption because it was engaging in the regulated activity prior to the village's ordinance being adopted. ¶ 7. Again, the court of appeals ruled against the municipality.

There is no bright line rule for determining whether an ordinance is a zoning ordinance. Rather, a court must take a functional approach, comparing an ordinance to the characteristics of traditional zoning ordinances. Among the factors the court must look at are whether the ordinance divides a geographic area into zones or districts, whether it aims to control where a use takes place as opposed to how it takes place, and whether it makes fixed forward-looking determinations regarding use as opposed to case-by-case determinations.

The Village of Summit's ordinance lacked several of the characteristics of a zoning ordinance. Yet, the court of appeals concluded that it was a zoning ordinance, nonetheless. Even though the ordinance appeared to only regulate how rentals could occur and for how long, the court stated the ordinance was aimed at where rentals could take place and not how short-term rentals take place. ¶ 31. Additionally, the court found it very significant that enforcement duties were given to the city planner. ¶ 32-35. The fact that the ordinances were placed in business chapter of the village code was dismissed as "self-serving." ¶ 36. Since the ordinance was not enacted using the statutory procedures required for zoning ordinances – referral to the plan commission, class 2 notice and public hearing – the court voided the ordinance.

These cases represent a significant development in municipalities' legal authority to regulate short-term rentals. If your community has similar ordinances, you should consult your municipal attorney on the best way to proceed. The League will continue to monitor the cases to see if they are petitioned to the Supreme Court for review.



---

Constant Contact

