



AGENDA FOR REGULAR COUNCIL MEETING ON **THURSDAY, APRIL 25, 2019**  
**6:00 P.M.** ALTOONA CITY COUNCIL CHAMBERS

- I. Call Meeting to Order.
- II. Pledge of Allegiance.
- III. Roll Call for Council Persons.  
Roll Call for Department Heads.
- IV. Citizens Participation Period. (No more than twenty minutes unless extended by two-thirds vote.)
- V. Discuss/consider approval of minutes of the April 11, 2019 Regular Council Meeting and the April 16, 2019 Organizational Council Meeting. [Review Minutes >>](#)
- VI. REPORTS
  - A. City Officers/Department Heads
  - B. City Committees
- VII. UNFINISHED BUSINESS
- VIII. NEW BUSINESS
  1. Public Hearing at 6:05 p.m. or as soon thereafter as is possible to rezone parcels #201-2377-06-000, 201-2377-10-030, 201-2377-10-040 from PCD Planned Community Development to PCD and parcel 201-1045-06-000 from C Commercial and P Parks & Conservancy to PCD as submitted by Sean Bohan on behalf of C&M Home Builders to revise the Hillcrest Greens General Implementation Plan. (Discussed at 2019 April 8 Plan Commission).  
[Summary >>](#) [Materials >>](#)
  2. Discuss/consider approval of Ordinance 4A-19, an ordinance to rezone parcels #201-2377-06-000, 201-2377-10-030, 201-2377-10-040 from PCD Planned Community Development to PCD and parcel 201-1045-06-000 from C Commercial and P Parks & Conservancy to PCD; and to revise the Hillcrest Greens General Implementation Plan.  
[Summary >>](#) [Materials >>](#)
  3. Discuss/consider approval of Resolution 4B-19, a Resolution amending the Tax Increment District (TID) #2 and TID #3 2019 Budgets to include the April 16, 2019 TID #2 Project Plan Amendment adding the Devney Property (Housing Project), to purchase state-owned land from the Wisconsin Department of Transportation (Project ID 1190-00-22, parcel 41), and amending TID #3 to include the remaining eligible project costs included in the Pro Forma.  
[Summary >>](#) [Materials >>](#)

4. Presentation on renovation or reconstruction of 10<sup>th</sup> Street Park Recreation Center. Possible action to follow.  
[Summary >>](#) [Materials >>](#)
5. Discuss/consider approval of Resolution 4C-19, a preliminary resolution of the Common Council of the City of Altoona, declaring intent to exercise its police powers pursuant to Section 66.0703 of Wisconsin Statutes to specially assess for the 2019 Street and Utility Reconstruction Project for Bartlett Avenue from 10th Street West to 7<sup>th</sup> Street West.  
[Summary >>](#) [Materials >>](#)
6. Discuss/consider approval of Resolution 4D-19, a Resolution to adopt the Eau Claire County Multi-Hazard Mitigation Plan.  
[Summary >>](#) [Materials >>](#)
7. Proclamation recognizing Economic Development Week May 6-11, 2019.  
[Summary >>](#) [Materials >>](#)
8. Proclamation recognizing Arbor Day on Friday, April 26, 2019.  
[Summary >>](#) [Materials >>](#)
9. Proclamation recognizing Bike Month May, 2019.  
[Summary >>](#) [Materials >>](#)
10. Discuss/consider approval of Matthew Nesvacil as the New Agent for Kwik Trip Inc. d.b.a Kwik Trip #828, located at 2367 Spooner Avenue, Altoona, Wisconsin. (Approved by the Altoona Police Department).  
[Summary >>](#) [Materials >>](#)
11. Discuss/consider convening in closed session pursuant to Wis. Stats 19.85 (1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
  - A. Purchase and/or sale of property.
12. Motion to reconvene to Open Session for the purpose of discussion and possible consideration on the matter entertained in Closed Session.
  - A. Purchase and/or sale of property.

IX. MISCELLANEOUS BUSINESS AND COMMUNICATIONS:

X. ADJOURNMENT.



Cindy Bauer  
City Clerk

Dated: 4/18/19

**Requests from persons with disabilities who need assistance to participate in this meeting/hearing should be made to the City Clerk's Office at 715-839-6092 with as much advance notice as possible.**

## **Speak Your Peace: The Civility Project**

The Common Council of the City of Altoona, Wisconsin, recognizes and has adopted by *Resolution 3B-15* that the nine tools of civility, drafted by *Speak Your Peace: The Civility Project* will provide increased opportunities for civil discourse in order to find positive resolutions to the issues that face our city. These tools include the following:

*Pay Attention | Listen | Be Inclusive | Don't Gossip | Show Respect | Be Agreeable*  
*Apologize | Give Constructive Criticism | Take Responsibility*

###

**CITY OF ALTOONA, WI**  
**ORGANIZATIONAL COUNCIL MEETING MINUTES**  
**April 16, 2019**

**(I) Call Meeting to Order**

Mayor Brendan Pratt called the meeting to order at 6:00 p.m. held in the Council Chambers at Altoona City Hall.

**(II) Pledge of Allegiance**

Mayor Pratt led the Common Council and others in attendance in the Pledge of Allegiance.

**(III) Swearing in of Elected Alderpersons**

Aldermanic District 4, Matt Biren

Aldermanic District 5, Tim Sexton

Aldermanic District 6, Susan Rowe

City Clerk Cindy Bauer swore in Alderpersons Matt Biren, Tim Sexton and Susan Rowe.

**(IV) Roll Call**

City Clerk Bauer called the roll. Mayor Brendan Pratt, Council Persons Dale Stuber, Red Hanks, Andrew Schlafer, Matthew Biren, Tim Sexton and Susan Rowe were present. Also Present: Attorney Christopher Gierhart, City Administrator Michael Golat, Finance Director Tina Nelson, Management Analyst Roy Atkinson, and City Clerk Cindy Bauer.

**(V) Citizen Participation Period**

There being no citizen participation, motion by Stuber/Sexton to close Citizen Participation Period.

**Motion carried.**

**VI. Approval of minutes.**

Motion by Biren/Hanks to approve the minutes of the April 4, 2019 Regular Council Meeting. **Motion carried.**

**(VII) Reports of City Officers/Committee/Commission Reports**

City Administrator Golat reminded Council Members of the next Eggs & Issues sponsored by the Eau Claire Chamber held at the River Prairie Center on April 26, 2019. Topic is the State of the City of Altoona.

Mayor Pratt presented Outgoing Council Member David Rowe with a plaque for his dedicated services as Alderperson for the City of Altoona.

**(VIII) Unfinished Business** - none

**(IX) New Business.**

**(1) Discuss/consider Election of Council President.**

Mayor Pratt opened nominations from the floor for Council President.

Council Member Stuber nominated Andrew Schlafer as Council President, seconded by Council Member Hanks. There being no other nominations, motion by Hanks/Rowe to close the nominations and cast an unanimous vote for Andrew Schlafer as the Council President. **Motion carried.**

Andrew Schlafer was declared Council President.

**(IX)(2) Discuss/consider Date for Initial Board of Review.**

Clerk Bauer explained that every year prior to the Organizational Council Meeting, Clerk Bauer contacts Bowmar Appraisal to determine a date for Open Book and Board of Review. The Board of Review must hold an initial meeting and adjourn if the Assessment roll will not be completed during the 45-day period beginning the

fourth Monday in April. (per Wis. Stats. 70.47 (3)(aL). Bauer noted that in the past, the assessment roll has not been ready until later in the summer which falls outside the required time frame to hold the Board of Review according to Wis. State Stats.

Clerk Bauer noted that because of the revaluation being done this year, the Open Book and Board of Review date will not take place until sometime in September (tentative).

Motion by Sexton/Stuber to approve setting the Initial Board of Review Meeting date to May 23, 2019 at 5:45 p.m. and adjourn until a later date when the assessment roll becomes available. **Motion carried.**

**(VIII)(3) Consider Mayoral Appointments and Chairpersons.**

Mayor Pratt recommended appointments and chairpersons as listed in his memorandum to Council and asked for approval.

Motion by Hanks/Rowe to appoint all committees as recommended by Mayor Pratt in his memo. **Motion carried.** (Complete list of appointments are as follows)

Altoona Area Foundation Inc.

**Re-Appointment of Red Hanks as Council Rep. (1 year term)**

Altoona Community Development Committee

**Re-appointment of Dan Leibham as Citizen Member (4 yr. term to April 2023)**

**Re-appointment of Dale Stuber as the Council Rep and chairperson.**

Altoona Housing Authority

**Appointment of Terry Magnuson as citizen (4 yr. term to April 2023)**

**Re-appointment of Dale Stuber as the Council Rep**

The Housing Authority appoints a chairman at their annual meeting in June.

Ad Hoc Knollwood Restrictive Covenant Review Committee

**Re-appointment of James Jolley, Bruce Thielen, and Joshua Clements.**

**Vacant, Citizen (1 year term)**

Ad Hoc Altoona Business Park Development Review Committee

**Re-Appointment of Andrew Schlafer, Council Rep for District 3 and Chairman**

**Re-Appointment of Dan Leibham, City Government/Mayor Representative**

**Re-Appointment of Matthew Biren, City Government/Mayor Representative**

The Declarant will remain the same, Wis. Carpenters Health & Pension

The owners of the businesses in the Business Park are all part of the review committee.

Estates at River Prairie

Disbanded in 2014

Finance Committee

**Re-appointment of Andrew Schlafer as Council Rep and Chair**

**Re-appointments of Red Hanks as Council Rep**

**Appointments of Susan Rowe and Tim Sexton as Council Reps**

**Re-appointment of Mark Willer as Citizen Rep.**

Library Board

**Appointment of Deb Swan, Altoona Citizen (3 yr. term to 2022)**

**Appointment of Susan Rowe to serve as Council Rep.**

**Altoona School District Rep TBD by Altoona School Board at their May meeting). Liz Kaetterhenry is currently the Altoona School District Rep.**

The Library Board appoints a chairman at their meeting in May. Liz Snyder is currently the chairperson.

Parks & Recreation Committee

**Re-Appointment of Dean Roth as Citizen Reps (term to 2022)**

**School Board Rep (To be determined by Altoona School Board at their May meeting).**

**Re-Appointment of Tim Sexton as Council Rep and chairman.**

Personnel Committee

**Vacant Citizen, (2 yr. term to 2021)**

**Re-appointments of Tim Sexton, Matthew Biren, Council Reps.**

**Appointment of Red Hanks, Council Rep**

Plan Commission

**Re-appointment of Andraya Albrchet and Barb Oas-Holmes, Citizen (3 yr. term to 2022)**

**Re-appointments of Matthew Biren and Andrew Schlafer, Council Reps.**

Police & Fire Commission

**Re-appointment of Hillarie Roth, Citizen (term to 2024)**

Zoning Board of Appeals

**Re-appointment of Greg Johnson, Citizen (3 yr. term to 2022)**

**Appointment of Paul Swartos, Citizen to finish 3 yr. term to 2022**

**Re-Appointment of Dan Leibham, 1<sup>st</sup> Alternate (1 yr. term)**

**Appointment of Steve Coyle, 2<sup>nd</sup> Alternate (1 yr. term).**

**Re-Appointment of Dale Stuber, Council Rep and chairman**

**(IX)(4) Proclamation recognizing National Library Week.**

Mayor Pratt mentioned that April 7-13 is National Library Week. Mayor Pratt read the proclamation recognizing the importance of the library in the community.

**(IX)(5) Public Hearing at 6:05 p.m. regarding a Certified Survey Map (CSM) for parcel 201-1033-02-020 to create two parcels and dedicate public right-of-way as requested by Jason Griepentrog.**

Mayor Pratt opened the public hearing at 6:14 p.m.

City Administrator Golat explained that the proposed CSM for parcel 201-1033-02-020 would subdivide the 8.90 acre parcel into Lot 1 (6.78 acres), Lot 2 (1.74 acres) and public right-of-way. The CSM includes a cross-access easement for a shared driveway as well as maintains a drainage easement that accommodates water from up gradient (north) through the area. The CSM will dedicate approximately 270 lineal feet of public right-of-way consistent with the City's Official Map as amended by Ordinance 8A-18 to facilitate the future continuation of North Hillcrest Parkway, that being consistent with the WI DOT Highway 12 backage road plan.

The Plan Commission recommended approval at its April 8, 2019 meeting. There was some discussion at the Plan Commission regarding the management of storm water on the proposed site.

Clint Heiman, 3452 Mayer Road, Eau Claire, WI commented that he didn't have any objection to the CSM, but did mention that the city is running out of commercial lots in the City of Altoona; that corridor is better designed for commercial.

Motion by Biren/Hanks to close the Public Hearing at 6:20 p.m. **Motion carried.**

**(IX)(6) Discuss/consider approval of a Certified Survey Map (CSM) for parcel 201-1033-02-020 to create two parcels and dedicate public right-of-way as requested by Jason Griepentrog.**

Motion by Biren/Hanks to approve the proposed Certified Survey Map for parcel #201-1033-02-030 and accept dedication of public right-of-way consistent with the City's Official Map. **Motion carried.**

**(IX)(7) Public Hearing at 6:10 p.m. regarding a Certified Survey Map (CSM) to create a new lot from parcel 201-1007-06-000 located at the intersection of Gloede Avenue and San Juan Road, as submitted by the City of Altoona.**

Mayor Pratt opened the public hearing at 6:21 p.m.

City Administrator Golat explained that the proposed CSM creates a developable parcel accessed from the corner of Gloede Avenue and San Juan Road from parcel 201-1007-06-000. The parent parcel is 16.390 acres and is part of the larger Centennial Park. There is an existing trail access through this area that provides a route to the trails through the park, which was constructed and maintained by CORBA (Chippewa Off Road Bike Association). The proposed CSM includes an easement route to maintain access through this parcel, and there are alternative routes nearby. The CSM is initiated by the City of Altoona to create a developable parcel. The parcel is 0.77 acres and includes a 12-foot trail and utility easement along western property line. The existing trail access through the site is intended to be re-routed through that area, and is of sufficient width should the City require utility access into the park in the future.

City Administrator Golat noted that the Plan Commission did not take action at the April 8 meeting. The Plan Commission directed Staff to refer the proposed CSM for discussion and recommendation by the Parks & Recreation Board due to the area being Park Property. Action on this Certified Survey Map will take place at a future Council Meeting.

Clint Heiman, 3452 Mayer Road, Eau Claire, owns property on San Juan Road/Gloede Avenue. Heiman asked what the zoning would be for that lot. Heiman is asking for an R-2 zoning versus a multi-unit zoning. City Administrator Golat noted that Council will need to determine the zoning.

Motion by Biren/Hanks to close the Public Hearing at 6:30 p.m. **Motion carried.**

**(IX)(8) Presentation on TID #2 and TID #3 proforma.**

City Administrator Golat explained that as previously discussed, City staff, in cooperation with Sean Lentz from Ehlers, recently updated the TID #2 and TID #3 proforma to determine the implications of purchasing the 1511 Devney Drive property. Finance Director Tina Nelson and City Administrator Golat presented the pro forma and discussed the assumptions that were used with respect to anticipated development, valuation and timing. Council members were provided copies of the pro forma. No action taken.

**(IX)(9) Discuss/consider approval of Resolution 4A-19, A resolution approving an Amendment to the Project Plan of Tax Incremental District No. 2, City of Altoona, Wisconsin.**

City Administrator Golat explained that at the April 4, 2019 City Council meeting, the City Council voted in favor of purchasing property at 1511 Devney Drive (An Affordable Housing Project) and to finance the project with funds from Tax Increment District #2 recognizing that Tax Increment District #2 and #3 will likely need to be open an additional year in order to finance the project (anticipated closing date shifted from 2023 to 2024). At the same meeting, Council also voted to amend the budget to add \$10,000 to educate the public on affordable housing. Golat said that in order to be able to finance the project with TID #2 funds, a project plan amendment is necessary to allow for projects within a half mile of the boundary of the district and to add \$950,000 of project costs to facilitate purchase of the 1511 Devney building. On April 8, 2019 the Joint Review Board and Plan Commission met and reviewed the proposed TID #2 plan amendment and the Plan Commission adopted Resolution 4A-19PC recommending approval of the Project Plan Amendment. The next procedural step is for City Council to consider approving the TID #2 amendment. If Resolution 4A-19 is adopted by the City Council on April 16, the Joint Review Board will meet on Thursday, April 25, 2019 at 5:00 p.m. for final approval of the amendment. If the amendment is approved by the Joint Review Board it will be sent to the State of Wisconsin to be finalized, and building purchase can proceed.

Council Member Schlafer asked for more clear clarification on page 5 of the Project Plan under Expected Termination of District. Schlafer asked to note the impact of this reduction in revenue sharing from TID No. 2 to TID No. 3 is forecast to require TID No. 3 to stay open one year longer than previously anticipated, moving the eligible

closing year from 2023 to 2024. TID 3 is forecast to remain open in 2024 to collect revenues to pay off its total current and projected liabilities. Golat to contact Ehlers to make the suggested changes in the project plan.

Motion by Biren/Sexton to approve Resolution 4A-19, A resolution approving an Amendment to the Project Plan of Tax Incremental District No. 2, City of Altoona, Wisconsin. Hanks against. **Motion carried.**

**(IX)(10) Discuss/consider approval of the Valley Cat Race Agreement between the City and Shift Collective, LLC.**

City Administrator Golat explained the agreement between the City of Altoona and Shift Collective, LLC to establish the terms of a partnership between the City and Shift to hold the 13<sup>th</sup> annual Valley Cat bike race on May 11<sup>th</sup> as part of the River Prairie Festival. The agreement commits the City to hosting the race registration and collecting registration fees, providing a pavilion for registration on race day, as well as insuring and marketing the event. Golat said Shift commits to paying for all event related costs, obtaining necessary permits, running the event, marketing the race and taking measures to ensure the event is safe. The start and finish of the scavenger hunt-style race will be at River Prairie during the River Prairie Festival. Golat noted that last year there were approximately 150 race participants.

Motion by Stuber/Biren to approve the Valley Cat Race Agreement between the City and Shift Collective, LLC. **Motion carried.**

**(IX)(11) Discuss/consider convening in closed session pursuant to Wis. Stats 19.85 (1)(e) 1. Purchase and/or sale of property.**

**(IX)(12) Motion to reconvene to Open Session.**

The Council did not go into closed session.

**(X) Miscellaneous Business and Communication**

Council Member Biren mentioned that the Boy Scouts and Cub Scouts collected an annual Scouting for Food Drive and collected 247 pounds of food that was donated to the Altoona Compassion Coalition Food Pantry.

**(X) Adjournment.**

Motion by Hanks/Stuber to adjourn at 7:45 p.m. **Motion carried.**

Minutes submitted by

Cindy Bauer, City Clerk





## MEMORANDUM

TO: Altoona City Council  
FROM: Michael Golat, City Administrator  
SUBJECT: Summary of April 25, 2019 Council Meeting Items

### **(VII) UNFINISHED BUSINESS - none**

### **(VIII) NEW BUSINESS**

**ITEM 1 – Public Hearing at 6:05 p.m. or as soon thereafter as is possible to rezone parcels #201-2377-06-000, 201-2377-10-030 and 201-2377-10-040 from PCD Planned Community Development to PCD, and parcel #201-1045-06-000 from C Commercial District and P Public & Conservancy to PCD as submitted by Sean Bohan on behalf of C&M Home Builders to revise the Hillcrest Greens General Implementation Plan (Discussed at 2019 April 8 Plan Commission).**

[Agenda >>](#) [Materials >>](#)

See Enclosed:

- Staff Report – Hillcrest Greens II GIP Amendment (2019-0406)
- Amended General Development Plan – Hillcrest Greens II (2019-0402)
- Traffic Memorandum (2019-0212)
- Anticipated Permitting Timeline

Reference enclosures:

- Hillcrest Greens General Implementation Plan – Master Plan Illustration (2013)
- Hillcrest Greens Preliminary Plat (pg. 1, 2013-0227)
- Resolution 8A-90 Official Map Amendment
- Community Design Principles, 2009 Comprehensive Plan
- Ch.19.64 Planned Community Development
- WI DOT Correspondence 2019-0415 RE: 3rd Street East Signalization
- WI DOT Traffic Signal Warrant Summary Worksheet; Nottingham Way (2018-0816)
- FDM 11-5 General Design Considerations, pg 22-23.

The General Implementation Plan (GIP) for Hillcrest Greens was approved in 2013. Since that time, C&M Homes acquired development rights for the remaining property as well as acquired 1103 S. Hillcrest Parkway that was not part of the initial plan. C&M is seeking changes to the arrangement of proposed public infrastructure and properties as well as include 1103 in the unified design of the development. Further, the road arrangement at 3<sup>rd</sup> Street East is revised for consistency with the City Official Map and WI DOT access control. In order to make desired changes to the approved GIP, Altoona Municipal Code 19.64 requires that a rezoning process take place complete with public hearing.

The Plan Commission received a staff presentation and discussion item concerning the 3rd Street East extension portion of the proposed plan at the March 11 meeting. Recall that staff has presented this proposed arrangement to the Council on several dates. City staff held a public meeting on March 18 attended by

approximately 30 residents. Staff distributed a detailed notice via mailed memorandum and applicable maps to all addresses in the Windsor Forest neighborhood for that March 18 meeting.

See enclosed Staff Report for staff analysis of the proposed GIP amendment. Proposed GIP amendment materials are also enclosed.

If approved, the amended GIP would replace the 2013 GIP only for those portions identified in the amendment. Prior to any construction permitting, a Final Implementation Plan (FIP) must be submitted and approved or conditionally approved by the Plan Commission and City Council. It is anticipated that, if the GIP is approved, the developer will proceed immediately to preparing the FIP for the residential portions of the GIP [see enclosed anticipated permitting timeline]. This timeline is predicated on holding a Plan Commission meeting at a date sufficient to refer approval action to the 2019 May 9 City Council meeting.

### 3rd Street East

The amended GIP includes the extension of 3rd Street East from Highway 12 to Windsor Forest Drive consistent with the City's Official Map (Res 8A-90). That Official Map was initiated to plan for the extension of Gateway Drive from the City of Eau Claire to Highway 12. The City contributed to a plan and design for Gateway Drive in 1987-88, which is included in the Wisconsin DOT Long Range Transportation Plan. The proposed arrangement of the intersection of 3<sup>rd</sup> Street East and Highway 12 in the 2013 GIP was not reviewed by the DOT.

The current proposal *does not* include any improvements south of Windsor Forest Drive. The completion of Third Street East as proposed achieves many safety and connectivity purposes as further described in the staff report. The connection is recommended by Public Works, Planning, Fire, and Police.

This proposal and development is occurring synchronously with the award of the WI DOT grant to construct a multi-use trail connection from North Hillcrest Parkway (north of HW12) to Windsor Forest Drive along with associated highway crossing facilities and signals. That design shall be complementarily integrated into the final civil design for that portion of the area and is generally reflected in the proposed GIP.

Questions from the Plan Commission and subsequent correspondence:

- A. Timing. C&M has communicated intent to begin construction of the roads and utilities in 2019. Building foundations may be started and begin construction of some homes in 2019 for 2020 completion. Those roadways east of The Clubhouse, including 3<sup>rd</sup> Street, would not be completed and open for public use until 2020 under the proposed timeline.
- B. Construction Traffic. City staff has discussed with C&M regarding utilizing 3<sup>rd</sup> Street as the construction entrance for those areas east of The Clubhouse in order to minimize construction traffic and potential impact of heavy vehicles on existing streets.
- C. Intersection Signalization. City staff has had multiple discussions with WI DOT regarding signals on Highway 12, including but not limited to Nottingham and Winchester Way. Staff has received written correspondence [enclosed] from DOT staff confirming the position of the agency regarding signals.

As outlined in the enclosed Staff Report, Staff has concerns with the arrangement of the proposed public infrastructure. The Report provides analysis and options for the Council to consider. Specifically:

- A. The development of a cul-de-sac and associated long-term impacts to City operations;
- B. Absence of pedestrian facilities (sidewalks) along both sides of all local roads.

**Suggested motion:** I move to close the public hearing.

**ITEM 2 – Discuss/consider approval of Ordinance 4A-19, an ordinance to rezone parcels #201-2377-06-000, 201-2377-10-030 and 201-2377-10-040 from PCD Planned Community Development to PCD, and parcel #201-1045-06-000 from C Commercial District and P Public & Conservancy to PCD; and to revise the Hillcrest Greens General Implementation Plan.**

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See Item 1 for materials and summary.

The Plan Commission voted 7-0 at the 2019 April 8 meeting to recommend approval of the rezoning and adoption of the Hillcrest GIP with Staff Recommended conditions.

Staff recommends that the Council **approve** the petition for rezoning and amended GIP for Hillcrest Greens II with the following conditions/modifications:

- (1) All buildings and sites shall be consistent with the Community Design Principles articulated in the City of Altoona 2009 Comprehensive Plan and all subsequent permit applications shall be evaluated per these criteria.
- (2) Existing mature trees shall be maintained whenever possible, be they located in a public right-of-way or private lot.
- (3) The proposed multi-use trails adjacent to single-family lots shall be maintained by the adjacent property owners consistent with AMC 12.04.040, and consistent with preapplication conferences, due to substitution for sidewalks along that frontage.
- (4) The multi-use trail between Lot 193 & 194, 180 & 181 shall be 20 foot-wide all-weather surface and clear of obstructions consistent with NFPA Fire Code. This corridor shall be preserved via easement or dedicated as right-of-way.
- (5) Sidewalk shall be provided in the following areas not reflected in the provided illustrations:
  - a) Along the north side of Whistling Straits Drive from the existing trail crossings adjacent to Lot 106 to Lot 117;
  - b) Along the west side of Third Street East from St. Andrews Drive to Windsor Forest Drive.
- (6) Sidewalks may be deferred along frontages not identified for sidewalk or multi-use trail in the provided illustrations or otherwise required per approval condition.
- (7) A pedestrian refuge island of City specifications shall be provided at the multi-use trail crossing of Third Street East at St. Andrews Drive.

**Suggested motion:** I move to approve / not approve Ordinance 4A-19 to rezone four parcels to PCD Planned Community Development and approve revisions to the Hillcrest Greens General Implementation Plan with above conditions.

**ITEM 3 – Discuss/consider approval of Resolution 4B-19, a Resolution amending the Tax Increment (TID) #2 and TID #3 2019 Budgets to include the April 16, 2019 TID #2 Project Plan Amendment adding the Devney Property (Housing Project), to purchase state-owned land from the Wisconsin Department of Transportation (Project ID 1190-00-22, parcel 41) and amending TID #3 to include the remaining eligible project costs included in the Pro Forma.**

[Agenda >>](#) [Materials >>](#)

Please find below specific details related to the proposed budget amendment:

### 1511 Devney Drive

At the April 4, 2019 City Council meeting, the City Council voted in favor of purchasing property at 1511 Devney Drive (An Affordable Housing Project) and to finance the project with funds from Tax Increment District (TID) #2 recognizing that TID #3 will likely need to be open an additional year in order to finance the project (anticipated closing date shifted from 2023 to 2024). On April 8, 2019 the Joint Review Board and Plan Commission met and reviewed the proposed TID #2 plan amendment, and the Plan Commission adopted Resolution 4A-19PC recommending approval of the Project Plan Amendment. On April 16, 2019 the City Council adopted Resolution 4A-19 approving the amendment to TID #2 Project Plan. The Joint Review Board will have the final vote on the Project Plan Amendment at their meeting that is scheduled for April 25, 2019 at 5 p.m. Resolution 4B-19 includes the additional project plan costs for TID #2 and revenue sharing with TID #3 that are associated with the TID #2 Project Plan Amendment. In order to accommodate the property purchase, the budget will be need to be amended to transfer funds from general fund reserves (\$765,000) and to adjust TID #2 expenditures including adding the project cost (\$944,661), related administrative costs (\$14,800) and decreasing the amount of transfer from TID #2 to TID #3 by \$179,048.

### North Willson Drive DOT Parcel

Also, as you may recall, at the March 14, 2019 Council Meeting, Council approved the purchase of state-owned land from the Wisconsin DOT (Project ID: 1190-00-22, parcel 41) located on the corner of Fairway Drive and North Willson Drive for \$125,000 plus \$30 recording fee with the intent to issue a request for proposal for development of that property and to amend the budget accordingly. This amendment amends the TID #3 budget for purchasing the property for \$125,030.

### River Prairie Extra Projects

The City Council previously approved River Prairie Extra Projects in the amount of \$2,670,508. These items have been previously budgeted in 2017 and 2018. A detailed summary of the River Prairie Extra Projects, as originally budgeted, is attached. The summary shows the itemized list of all the extra projects, the projects costs that were paid as of 12/31/18, and the amounts remaining. The complete list shows the status of all the River Prairie Extra Projects; the projects that show the “Remaining 1/1/19 Amount” in blue have been completed. The Treehouse play feature project, highlighted in yellow, will not be completed based on the discussion at the April 16, 2019 council meeting.

Also included is a shortened summary of the remaining extra projects that staff reviewed at the April 16, 2019 as a part of TID #3 Pro Forma, along with the additional projects that were discussed including two parking lots, the DOT land purchase as discussed above and the propose SINC redundancy project (New 2019 TID # 3 Projects). The updated pro forma took into consideration projects that are not being completed and projects that are complete allowing funds to be available for use for the new projects as described. This amendment accounts for all 2019 expenses as part of the updated pro forma.

Resolution 4B-19 is a resolution amending the 2019 budgets of TID #2 & #3 2019 as described above.

**Suggested motion:** I move to approve/not approve Resolution 4B-19, a resolution amending the 2019 budgets of TID #2 and TID #3.

### **ITEM 4 – Presentation on renovation or reconstruction of 10<sup>th</sup> Street Park Recreation Center. Possible action to follow.**

[Agenda >>](#) [Materials >>](#)

As you may recall, during previous discussions related to a proposed office building across the plaza from River Prairie Center, staff briefed Council on programming conflicts at the River Prairie Center (RPC). Specifically, because RPC has become so popular as an event venue, there are frequently times when parks and recreation programming preempts paid rentals during week day evenings, or parks programs are moved to another location to accommodate the paid rentals.

During the subject discussion, Council considered alternatives for adding space in the proposed office building to help address the scheduling conflicts. Staff was directed at that time to give more consideration to the problem and brief Council on their findings. The conclusion of this analysis is that staff believes the best route for addressing the scheduling conflict is to add on to the 10<sup>th</sup> Street Recreation Center and make update the existing building. This narrative discusses why staff arrived at that conclusion as follows.

#### Activating an Underutilized City Asset

The primary use of the 10<sup>th</sup> Street Recreation Center is to serve as a summer recreation center for the parks and recreation department. This is a drop-in program, wherein children stop by and hang out.

#### Location

Locating quality space for parks programming in 10<sup>th</sup> Street Park would provide a very central, walkable destination for residents of Altoona distinct from River Prairie where the majority of the City's quality of life investments have been focused over the past several years. As you may be aware, there has been discussion among some residents of Altoona over the past several years reflecting that the City is only, or primarily, concerned with River Prairie and they aren't investing in other areas of the City. While the City has been investing in all areas of the City, this project could address some of those perceptions.

#### Use—Event Center vs. Community Center

As you may recall, there was some discussion when the Council considered approval of the River Prairie Center about ultimate use of the building. Some Council members suggested that the building should be more of a community center with do-it-yourself events, rather than an event center where events are fully catered and staffed. In the end, Council opted for the event center model, largely because many council members recognized the need to finance operations and maintenance at RPC and the park. Several council members expressed concern that the event center model could preempt rentals for locals due to cost.

As you are aware, rentals at RPC have been strong, so it is not clear whether cost has been a factor in deterring prospective rentals that chose alternative venues. However, anecdotally, there have been some comments related to the cost of renting the facility and the fact that events require catering by our vendor. The addition and improvements to 10<sup>th</sup> Street recreation center would accommodate more do-it-yourself events and would be cheaper to rent providing more access to our residents for a variety of events.

#### Exercise Facility

While the RPC works fine for some exercise programs, it was not constructed specifically to accommodate exercise classes. Specifically, the floor surfacing isn't very conducive to exercise with respect to impact to joints (since it is concrete) and there is not sufficient storage for equipment. The flooring installed at the 10<sup>th</sup> Street Recreation Center would be designed to accommodate exercise and use of weights.

#### Parks Programming

Expanding the 10<sup>th</sup> Street Recreation Center will provide an improved space for a variety of parks programming including camps, classes and other activities.

#### Cost

Two cost estimates were provided related to the project. One estimate is for adding an addition to the facility, and the other is for tearing down the building and reconstructing a new one; the estimate for the addition is \$250,000 and the estimate for reconstruction is \$400,000. The addition option does not include updating the bathrooms or the interior of the existing building; it does, however, include an allowance for improvements to the HVAC system. The advantage of this alternative is cost, while the disadvantage is that a portion of the building would still be old and dated. On the other hand, the advantage of the tear down/rebuild option is that we would have a brand-new energy-efficient building; the disadvantage is cost. Please note, in any case

construction costs of building new on this site would likely be less expensive than building in River Prairie due to the River Prairie design standards.

The cost estimates and plans were prepared under the direction of Jim Bergh of JW Custom Homes. Jim will be available at the meeting to answer any questions related to the plans and cost estimates.

#### Decision

This project was not budgeted in 2019. However, staff, after consulting with Mayor Pratt, is bringing this item forward for your consideration to determine whether there is any interest in pursuing the project either this year after the summer recreation program, or next year. If Council is interested in pursuing the project, staff will bring forward additional financial information to assist in the decision-making process, especially considering there are other space needs within the City that need to be addressed.

**Suggested Motion:** Staff has no suggested motion at this time. However, staff is requesting input from council related to their interest in pursuing the project or not. If so, as noted above, staff can come forward with additional information.

#### **ITEM 5 – Discuss/consider approval of Resolution 4C-19, a preliminary resolution of the Common Council of the City of Altoona, declaring intent to exercise its police powers pursuant to Section 66.0703 of Wisconsin Statutes to specially assess for the 2019 Street and Utility Reconstruction Project for Bartlett Avenue from 10<sup>th</sup> Street West to 7<sup>th</sup> Street West.**

[Agenda >>](#) [Materials >>](#)

Attached for your consideration is Resolution 4C-19, a preliminary resolution of the Common Council of the City of Altoona, declaring intent to exercise its police powers pursuant to Section 66.0703 of Wisconsin Statutes to specially assess for the 2019 Bartlett Avenue Reconstruction project.

The scope of the project includes reconstruction of Bartlett Avenue from 10<sup>th</sup> Street West to 7<sup>th</sup> Street West.

Items included in the project consist of grading, gravel, asphaltic concrete paving, concrete curb and gutter, driveways, sidewalk, sanitary sewer and appurtenances, water main and appurtenances, storm sewer, and lawn restoration. As in the past, Altoona has used the special assessment process to fund a portion of the project.

The first step in the special assessment process is for the Council to pass the preliminary resolution declaring intent to exercise its police powers pursuant to section 66.0703 of Wisconsin Statutes and setting the date of the public hearing on the assessment for May 23, 2019 at 6:00 p.m. (or as soon thereafter as is practical). The preliminary resolution also directs City staff to prepare a Preliminary Assessment Report, which includes a schedule of the proposed assessments. Once completed, the report will be placed on file at City Hall for public inspection.

Staff recommends that the Council approve Resolution 4C-19, a preliminary resolution of the Common Council of the City of Altoona, Wisconsin declaring intent to exercise its police powers pursuant to Section 66.0703 of Wisconsin Statutes to specially assess for the 2019 Bartlett Avenue Reconstruction project.

Suggested motion: I move to approve/not approve Resolution 4C-19, a preliminary resolution of the Common Council of the City of Altoona, declaring intent to exercise its police powers pursuant to Section 66.0703 of Wisconsin Statutes to specially assess for the 2019 Bartlett Avenue Reconstruction project and set the date for public hearing at 6:00 p.m. on May 23, 2019.

**ITEM 6 – Discuss/consider approval of Resolution 4D-19, a Resolution to adopt the Eau Claire County Multi-Hazard Mitigation Plan.**

[Agenda >>](#) [Materials >>](#)

See Enclosed:

- Adoption Request for updated Eau Claire County Multi-Hazard Mitigation Plan (WCWRPC, 2019-0221)
- Resolution 4D-19

The Eau Claire County Multi-Hazard Mitigation Plan has been prepared as a result of the County’s application for, and award of, Pre-Disaster Mitigation (PDM) Grant Program funds. These funds are disbursed by the Federal Emergency Management Agency (FEMA) through Wisconsin Emergency Management (WEM).

The primary focus of the plan is to evaluate the County’s potential exposure to natural disasters and identify appropriate mitigation strategies. After evaluating disaster threats Eau Claire County, the Steering Committee for this plan update decided that the scope of the planning effort should also include some select non-natural hazards. By addressing those natural hazards of significant risk, this plan conforms with Federal all hazards mitigation planning requirements.

Development of the plan will help the County and its communities identify its areas of risk, assess the magnitude of the risk and vulnerability, and develop strategies for reducing the risk and vulnerabilities. Through this process, the County can address issues related to the protection of life, property, and critical services, and the reduction of costs associated with disaster relief and rescue efforts. Completion and approval of the plan will also continue to make Eau Claire County and participating jurisdictions eligible to apply for future hazard mitigation project funds through FEMA.

Eau Claire County contracted with West Central Wisconsin Regional Planning Commission (WCWRPC) to update its all hazards mitigation plan previously adopted by Eau Claire County in May 2013 and approved by FEMA in July 2013. This updated plan identifies strategies to mitigate the risks and vulnerabilities associated with hazards in the County, including the City of Altoona.

City of Altoona staff participated in the development of the plan through consultation and provision of information with Eau Claire County and WCWRPC staff. Chief Mark Renderman served as Altoona’s representation on the plan Steering Committee.

The Plan was approved 2019 February 20 by the Eau Claire County Board. The entire document is available on the West Central Wisconsin Regional Planning Commission website: <http://wccwrpc.org/Documents.html> and a copy is on file at Altoona City Hall.

The Plan does not change any existing policies or ordinances of the City of Altoona. Preparation and adoption of the Plan by resolution is required for accessing FEMA and Wisconsin Emergency Management funding resources.

**Suggested motion:** I move to approve / not approve Resolution 4D-19, a Resolution to adopt the Eau Claire County Multi-Hazard Mitigation Plan.

**ITEM 7 – Proclamation recognizing Economic Development Week May 6 - 11, 2019.**

[Agenda >>](#) [Materials >>](#)

The attached Proclamation recognizes 2019 as the 93rd anniversary of the International Economic Development Council professional association. May 6-11, 2019 is Economic Development Week and it is during this time that we recognize the importance of economic development in general and those developers

who have partnered with the City to make Altoona a better place to live. Please see the attached proclamation recognizing the important role economic development professionals play in a community.

**ITEM 8 – Proclamation recognizing Arbor Day on Friday, April 26, 2019.**

[Agenda >>](#) [Materials >>](#)

The attached Proclamation recognizes Arbor Day in the City of Altoona on Friday, April 26th. Arbor Day is a special day to celebrate trees, notably the planting of trees. In the next year, the City of Altoona will attempt to become a Tree City USA. Tree City USA is a program recognizing cities for their excellence in forestry management. This Proclamation is needed to move forward with the application later in the year. Please see the attached proclamation recognizing the important role of trees in our community.

**ITEM 9 – Proclamation recognizing Bike Month May, 2019.**

[Agenda >>](#) [Materials >>](#)

The Proclamation recognizes:

- May 2019 as “Bike Month” in the City of Altoona; and
- May 17, 2019 as “Bike to Work Day”; and
- June 2 – 9, 2019 as “Wisconsin Bike Week”; and
- Recognize the significant value and role of bicycling to personal and community health and vitality.

**ITEM 10– Discuss/consider approval of Matthew Nesvacil as the New Agent for Kwik Trip Inc. d.b.a. Kwik Trip 828, located at 2367 Spooner Avenue, Altoona, Wisconsin. (Approved by the Altoona Police Department).**

[Agenda >>](#) [Materials >>](#)

The City was notified in writing by Kwik Trip Inc. that Matthew Nesvacil has been appointed to take over leadership responsibilities of the Kwik Trip #828 store located at 2367 Spooner Avenue, replacing Katherine Bitney.

According to Wis. Stats 125.04(6)(b) the following steps are to be taken in the appointment of a successor agent:

- The newly appointed agent may act in that capacity until approved or disapproved.
- The new agent must complete Forms AT-104 (Schedule for Appointment of Agent) and AT-103 (Auxiliary Questionnaire) and file them with the municipal clerk.
- If the change is approved by the governing body, the municipal clerk must amend the license to reflect the change of agent.

Kwik Trip Inc. submitted the necessary forms for appointing a new agent and was approved by the Altoona Police Department.

Staff recommends approval of appointment of new agent and to amend the licenses to reflect the change of agent.

Suggested motion: I move to approve/not approve Matthew Nesvacil as the New Agent for Kwik Trip Inc, d.b.a. Kwik Trip #828, located at 2367 Spooner Avenue, Altoona, Wisconsin.



**ITEM 11 - Discuss/consider convening in closed session pursuant to Wis. Stats 19.85 (1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.**

- 1. Purchase and/or sale of property.**

**ITEM 12 - Motion to reconvene to Open Session for the purpose of discussion and possible consideration on the matter entertained in Closed Session.**

- 1. Purchase and/or sale of property.**



1303 Lynn Avenue, Altoona, WI 54720

**NOTICE OF PUBLIC HEARING**  
**City of Altoona**  
**Rezoning**

NOTICE IS HEREBY GIVEN that on **Thursday, April 25, 2019 at 6:05 p.m.** (or as soon thereafter as is practical) there will be a public hearing before the Altoona Common Council at Altoona City Hall, 1303 Lynn Avenue, Altoona, to rezone parcels #201-2377-06-000, 201-2377-10-030, 201-2377-10-040, from PCD Planned Community Development to PCD and parcel 201-1045-06-000 from C Commercial and P Parks & Conservancy to PCD to revise the General Development Plan for Hillcrest Greens Subdivision.

All interested parties are invited to attend. Said hearing shall be held before the Common Council. If unable to attend, submit your opinion in writing prior to the public hearing. A map of the proposed rezoning as well as proposed revisions to the Hillcrest Greens General Development Plan is available upon request from the City Clerk's Office or via e-mail to [cityhall@ci.altoona.wi.us](mailto:cityhall@ci.altoona.wi.us).

The Plan Commission will be making a recommendation at its **April 8, 2019** Plan Commission Meeting starting at 5:30 p.m.

If you have any questions, please call Altoona City Hall at 715/839-6092.

A handwritten signature in blue ink that reads "Cindy Bauer".

Cindy Bauer  
City Clerk

Dated this 29th day of March, 2019

Published Tuesday, April 2 and Wednesday, April 17, 2019



**PLANNING DEPARTMENT STAFF REPORT**

2019 April 5

ALTOONA PLAN COMMISSION – 2019-0408

PCD GENERAL IMPLEMENTATION PLAN AMENDMENT – HILLCREST GREENS II

**Address** N/A

**Parcel ID** 201-2377-06-000, 201-2377-10-030, 201-2377-10-040, 201-1045-06-000

**Application** **General Implementation Plan (PCD GIP)**

**Prepared By** Joshua Clements, AICP, City Planner

**SUMMARY**

**Applicant** Sean Bohan, Advanced Engineering Concepts

**Owner** C & M Properties & Construction

**Parcel Description** A] Outlot 4 Hillcrest Greens (201-2377-06-000)  
B] Part of Outlot 7 Hillcrest Greens (201-2377-10-030)  
C] Part of Outlot 7 Hillcrest Greens (201-2377-10-040)  
D] Parcel #201-1045-06-000 [1103 S Hillcrest Parkway]

**Requested Action** Amend an adopted General Implementation Plan in the Planned Community Development (PCD) District

**Process Summary** The **General Implementation Plan (GIP)** is a collection of narrative, maps and other documents that, together, provides an overall plan for the development of property within a Planned Community Development District (PCD). PCD is a common zoning tool with mechanics that varies by jurisdiction around a similar concept of providing a procedure and set of general standards to create plans for an area that may require flexibility or creativity that other zoning districts do not provide.

Parcels identified as A, B and C are currently included in the original GIP for the Hillcrest Greens development and adopted by Altoona City Council 2013 February 28. Parcel D has been acquired by the developer since that time. A Final Implementation Plan has not been previously proposed for this area.

The developer, C&M Properties, proposed to make significant modifications to the 2013 GIP as well as include the additional parcel.

**Proposal Summary** The proposal can be conceptually separated into four areas for the purpose of presentation and analysis:

- A]** Whistling Straits Drive
- B]** Eastern Residential Area
- C]** Commercial / Multi-Family
- D]** Third Street East

Summary of Use:

	Adopted Plan:	Proposed:
“Bay Homes”:	21	0
Single Family:	74	121
Multi-Family:	5.0 acres	1.34 acres*
	40 – 80 units	Not Defined
Commercial:	3.8668 acres	4.29 acres*

\* - 1.34 acres is identified as either commercial or multi-family use.

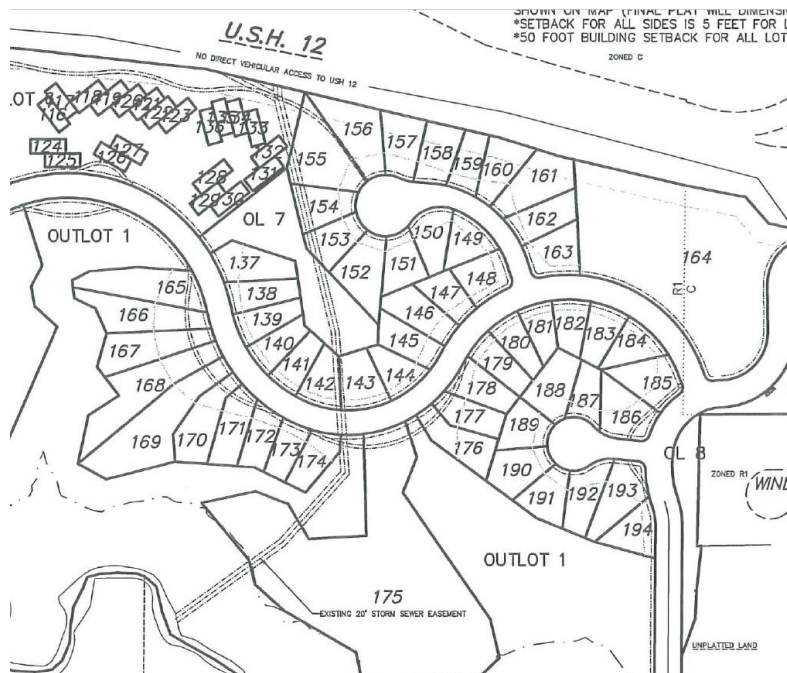
Whistling Straits Drive

Whistling Straits Drive connects the existing portions constructed with Phase I. The principal changes are the number, and therefore size, of the proposed lots. The initial approved GIP reflected 18 lots, proposed increase to 23 lots.

Eastern Residential Area

There are significant changes proposed to the Eastern Residential Area from the existing GIP. The total number of residential lots 76 lots (56 single-family detached and 21 Bay Home) to 96 single-family detached. This modification is accomplished by creating more strait roadways (although yet rather circuitous), reducing lot sizes, reconfiguring storm water areas, as well as utilizing a small portion of Outlot 1 currently owned by the City (to create 3 additional lots).

This area previously included 5.0 acres identified for 40-80 residential units (Lot 175) located down the hill from the principal development area. The current developer views this property is not economically developable and locates a portion of the needed storm water pond in this area.



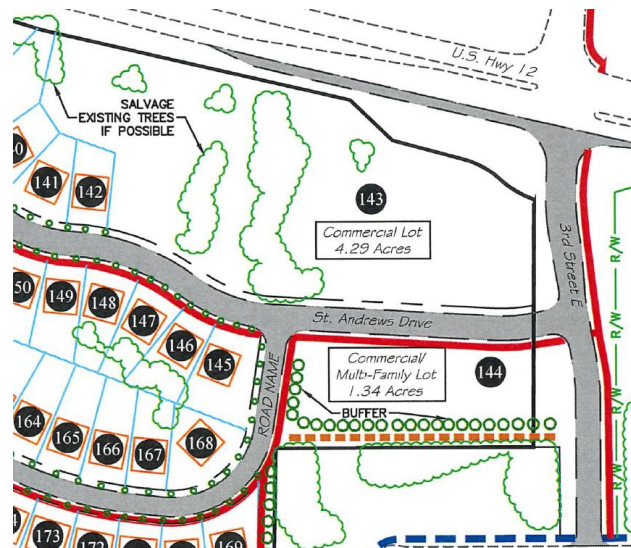
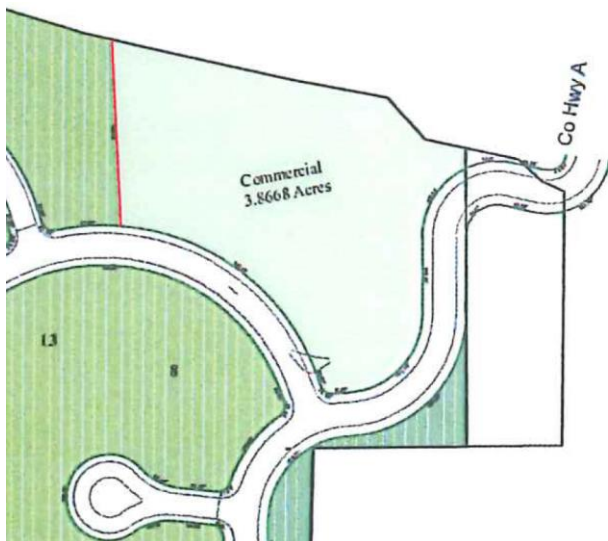
Above: Lot Arrangement in current GIP as reflected in the Preliminary Plat.

Below: Lot Arrangement as proposed.



Commercial / Multi-Family

The original GIS included 3.867 acres for commercial development, use and character no further described, on the east end of the development area near the intersection of Third Street East and Highway 12.



### Third Street East

Third Street East is proposed to be extended from the existing signalized intersection with Highway 12 to Windsor Forest Drive. The roadway connection and alignment are consistent with the City of Altoona Official Map (Resolution 8A-90) and has been approved by the Wisconsin Department of Transportation. The DOT controls the location and characteristics of any approach and connection to a State highway facility.

The 2013 GIP illustrates St. Andrews Drive meeting Third Street at a severe “reverse S” shape. This was due in part to the initial developer, Rooney Properties, not having ownership in the property at 1103 S. Hillcrest Parkway. C&M Homes has acquired that property. As a result, the roadway arrangement is able to be brought into City and DOT geometry standards and Official Map.

The arrangement of the roadway connections to Third Street East in the 2013 GIP *was not* reviewed by the Wisconsin Department of Transportation. The DOT exercises authority for any roadway connections to State highway facilities, as well as the roadway geometry and driveway locations within the approach to the intersection. Frontage road intersections that are immediately adjacent to a State highway, such as the intersection of S. Hillcrest Parkway and Nottingham Way, are no longer permitted.

The City has been studying methods to improve vehicle and pedestrian safety in the Highway 12 corridor since (at least) 2016. The only existing route for pedestrians or cyclists to cross Highway 12 is at 10<sup>th</sup> Street West. The alternative is to attempt a crossing where no dedicated facilities exist. The urgency and importance of this concern was elevated following a pedestrian fatality near Nottingham Way in 2017. Following the investigation of that incident, the DOT identified pedestrian improvements at Third Street East as the recommended solution, and has awarded grant funds to the City to design and construct a multi-use trail from H. Hillcrest Parkway to Windsor Forest Drive. The trail will be designed in Fall 2019 and constructed in 2020, due to State funding cycles.

### *Gateway Drive Plan*

A plan was prepared in 1987-88 to connect Gateway Drive in Eau Claire to Third Street East in Altoona by crossing Otter Creek. Since that time, the City of Altoona has reserved or acquired and currently owns five lots on Windsor Forest Drive to prepare for that potential project, and the City of Eau Claire has reserved public right-of-way. Once the engineering for that project was completed the City amended its Official Map (Resolution 8A-90) to reserve the corridor for the future transportation facility.

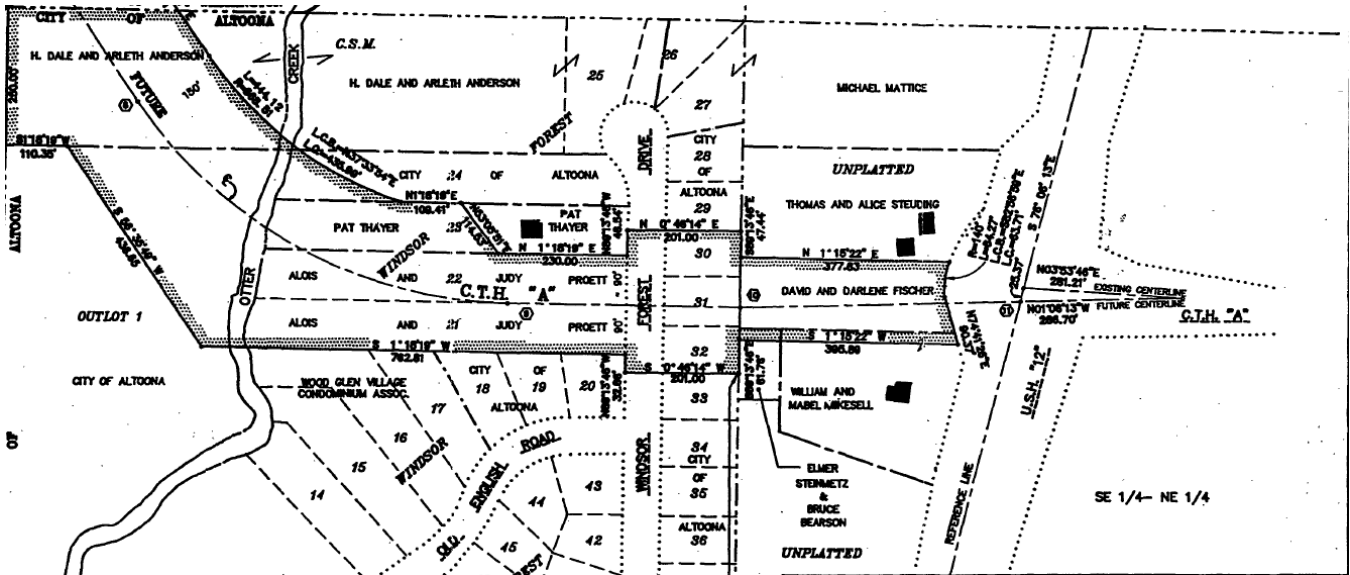
This project *does not* include any improvements south of Windsor Forest Drive, *does not* increase the likelihood of the Gateway Drive project to proceed, and *is not* recommended for the purpose of preparing for that project.

The purpose of including the connection of Third Street East to Windsor Forest Drive as has been planned furthers the following purposes:

- Creates a signalized intersection from the Windsor Forest Neighborhood onto and across Highway 12, improving motorist safety and convenience, and a direct route north on Third Street East to other areas of the City.
- Provides for a dedicated pedestrian and cyclist crossing of Highway 12, the appropriate physical infrastructure and signals, where there is no potential for such facility to be located elsewhere.
- Improves efficiency for the provision of public services (police, fire, public works) through the signalized intersection and interconnected local roadway system.

The extension of Third Street East as planned is consistent with the City's Official Map, Comprehensive Plan, and Subdivision code; and consistent with engineering and community planning best practices.

Completing the project will change vehicle circulation in the neighborhood, by design, by increasing route choice and providing the safest intersection connection with an at-grade highway. As a result, some portion of the existing and future residents will utilize the signalized route, increasing vehicle trips on Windsor Forest Drive, particularly that portion west of Nottingham Way. This change in traffic is well within the capacity of the existing infrastructure with no compromises to safety or convenience.



Above: Except from Exhibit B of Resolution 8A-90 amending the City of Altoona Official Map.

Below: Parcels owned by the City of Altoona.



- Submittals**
- (A) **PCD Hillcrest Phase II General Development Plan (2019-0402);**
    - a) Narrative
      - i. Character Description
      - ii. Timeline
    - b) Vicinity Map
    - c) Site Plan (1/3)(Gross arrangement of property & facilities)
    - d) Grading and Drainage Plan (3/3)
    - e) Utility Plan (2/3)
    - f) Hillcrest Typical Landscape Plan
    - g) Architectural Building Plans / Renderings (4 in total)
    - h) Example of Declaration of Covenants and Restrictions (Club View Estates)
    - i) Road Cross-Sections
    - j) Typical Lot Layout with Setbacks
  - (B) Traffic Memorandum (2019-0212, Traffic Analysis & Design, Inc)

City Staff has determined that submittals satisfy requirements illustrated by code.

**Applicable Standards** City of Altoona Comprehensive Plan (2009)  
City of Altoona Code Title 19: Zoning  
City of Altoona Code Title 18: Subdivisions and Land Divisions  
City of Altoona Code Title 12: Streets and Sidewalks

**Review Required By** Plan Commission; City Council

**Reviewed By** Planning Department, Public Works, Fire Department, Police Department

**Staff Recommendation** **Approve** petition for Rezoning and amended General Implementation Plan with Modifications.

## Background Information

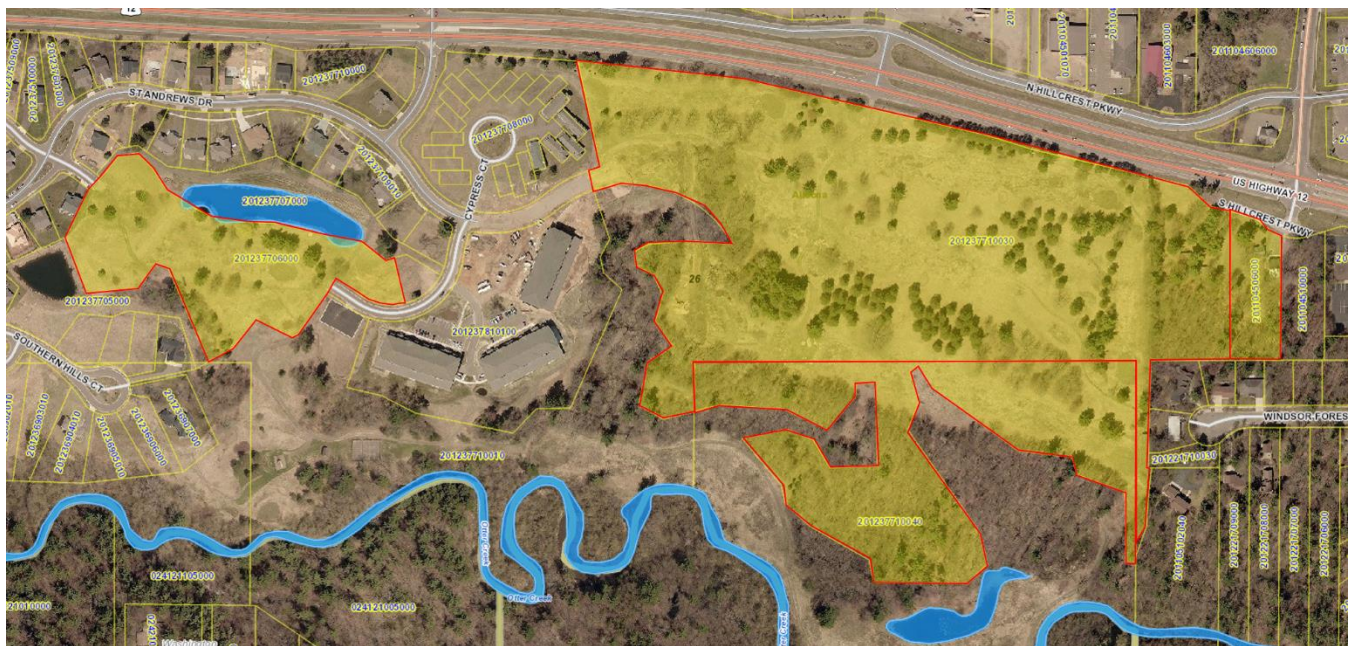
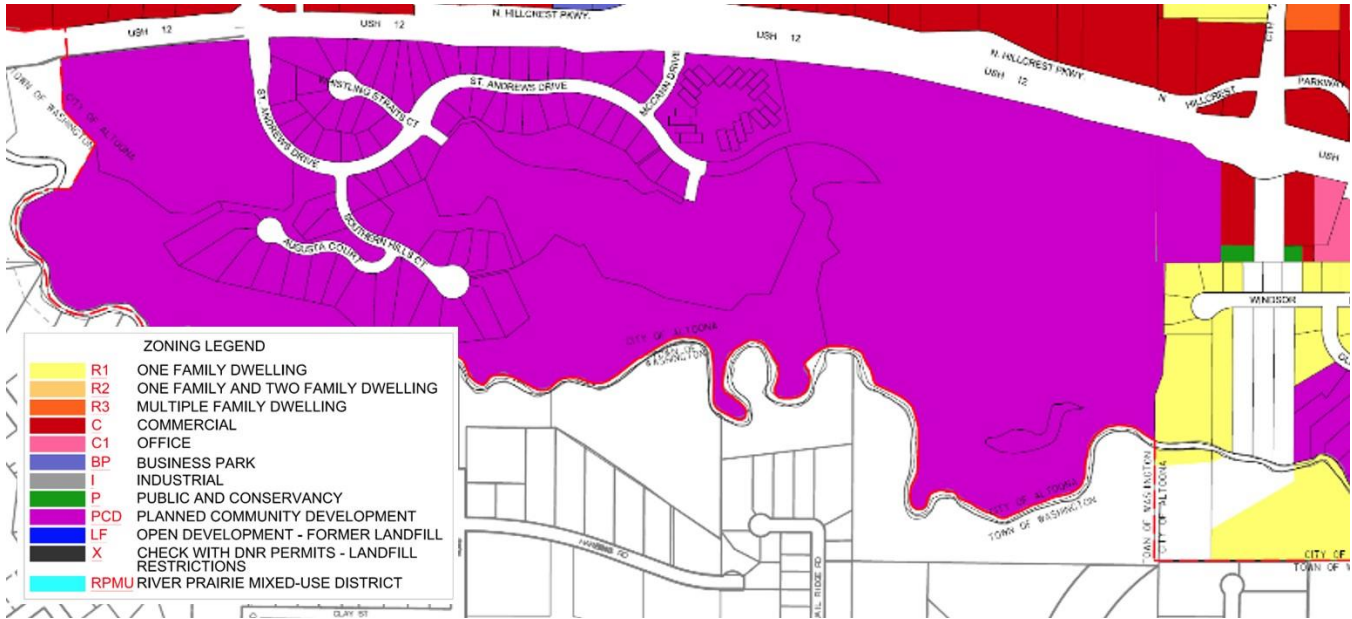
**Zoning & Land Use** The current land use of is Vacant\*.

Altoona Family Restaurant (Lot 2)	Zoning	Land Use
Subject Site	PCD Planned Community Development	Vacant Golf Course idle for approximately 12 years
North	N/A	Highway 12
South	PCD	Fairway Park & Otter Creek
East	R1 One-Family Residential District	Windsor Forest Neighborhood
West	PCD	Hillcrest Greens Phase I 3 33-unit multi-family buildings Bay Homes

\* There are two existing single-family residential dwelling units on the combined properties. One is vacant and located on the western corner of Parcel #201-2377-10-030. The dwelling at 1103 S Hillcrest Parkway is occupied.



### Current Zoning



**Above:** Context of the four parcels (spring 2018 Eau Claire County GIS aerial photography)

**Proposed Land Use** 121 Single-Family Dwelling Units  
5.63 acres (2 lots) identified for Commercial or Multi-Family

**Conformance with Comprehensive Plan** The 2009 City of Altoona Comprehensive Plan, Future Land Use Map identifies Lot A and B as “Recreational Commercial and Lot C and D as “Low Density Residential”.

Goals, Objectives and Policies are examined in the following Section of this Report.

**Conformance with Zoning**

Lots A, B and C are zoned PCD.

Lot D is zoned C Commercial District and P Public and Conservancy. Proposed to be rezoned PCD.

Standards outlined in Altoona Municipal Code are examined in the following Section of this Report.

## Project Description, Analysis & Conclusion

### Criteria for Approval

There are two lens with which to evaluate the proposed amendments to the Hillcrest Greens General Development Plan:

- First, that there is an adopted General Development Plan, and the proposed changes are evaluated against that adopted plan.
- Second, that the City of Altoona Comprehensive Plan, Subdivision Title and Zoning Title provide a wide variety of applicable standards from development concepts and goals, to specific technical criteria

It is within this context that the proposed amendment is evaluated in two ways:

1. Does the proposed amendment meet the concepts, goals and technical criteria for each applicable entry; or,
2. Does the proposed amendment fail to meet the criteria but *is more consistent* than the 2013 GIP.

The most relevant ordinance sections that provide the principal regulatory guidelines and standards include, but are not limited to:

- 2009 Comprehensive Plan
- 12.02 Official City Map
- 12.04 Sidewalk Construction, Repair and Maintenance
- 18.07 Subdivisions and Land Divisions- Required Improvements and Design Requirements
- 19.64 PCD-Planned Community Developments

### Comprehensive Plan

The Comprehensive Plan serves as the official development policy of the City of Altoona and establishes the goals, objectives and strategies that serve as the basis for zoning and any related decision impacting the regulation of land use or area. The current plan was adopted in 2009. The role and authority of the Comprehensive Plan is enumerated in Wis Stats. [§66.1001](#).

The Comprehensive Plan includes the following goals, which are repeated at appropriate points later in this report.

Community Design Principles – The Comprehensive Plan includes a section providing general and specific design principles. Consistency with the design principles shall be achieved for the proposal to be judged as consistent with the Comprehensive Plan (and more specifically identified by 19.64.160 A.f.5). The principles generally relate to the character of the building and the relationship of the site and its features. These

principles also include transportation facilities, including street design and traffic-calming devices. Among these principles are discouragement of cul-de-sacs and strongly encourage pedestrian and bicycle improvements.

The goals, objectives and policies of the Comprehensive Plan also include:

- Design mixed use neighborhoods that provide a range of housing types, densities and costs;
- Land use planning that ensures a compatible mix of uses;
- Protection of sensitive environmental features, including steep slopes, wetlands, and floodplains;
- Encourage development of neighborhoods that are oriented toward pedestrians and well-served by sidewalks, bicycle routes, and other non-motorized transportation facilities;

## 12.02 Official City Map

Official City Mapping is a tool to advance public health, safety, convenience and general welfare by identifying the location of future public works and land uses, and “shall be deemed to be final and conclusive with respect to the location and width for streets, highways and parkways, and the location and extent of parks and playground shown thereon.” Further, “the City Plan Commission shall require conformity with the Official City Map in recommending approval of any subdivision plat”.

As described earlier in this report, the City Official Map reflects the completion of Third Street East from Highway 12 south into the City of Eau Claire. The proposed arrangement of implementing the planned street from Highway 12 to Windsor Forest Drive is consistent with the City’s Official Map.

The Subdivision Title requires that the arrangement of location of all streets shall conform to the Official Map (18.03.050, 18.07.040, 18.07.180).

**Criteria:** Met

## 12.02 Sidewalk Construction, Repair and Maintenance

Chapter 12.02 requires that *“it shall be the duty of the abutting owner to build, repair, construct and perpetually maintain sidewalks along or upon any street, alley or highway in the City and to pay the entire cost thereof (...). It shall be the duty of the builder to construct sidewalks in constructing a new building along or upon any street, alley or highway in the city, and said builder shall include with plans and specifications filed to obtain a building permit plans and specifications for sidewalks, unless the city council grants a deferral of this provision.”*

The following are the provisions illustrated in the Ordinance regarding deferral of sidewalk construction (12.04.015):

- A. Where the construction would be along an area where little or no pedestrian use is reasonably anticipated;*
- B. Where the owner of the property adjacent to the street elects to provide an alternative pedestrian facility which is acceptable and approved;*
- C. When it is deemed that the construction of a sidewalk is not feasible or practical due to topographical or other physical constraints.*

This is a development where pedestrian use is anticipated and said to be encouraged (A.). Alternative facilities have not been provided (B). There are no topographical or other physical constraints (C).

Further, Section **18.08.060** Sidewalks and Bikeways<sup>1</sup> identifies “where required. In all new subdivisions as well as additions to pre-existing additions, as required by the Common Council, the construction of all sidewalks shall be in accordance with plans and standard specifications approved by the Director of Public Works.”  
Further:

g. *Required Locations. The subdivider/developer shall be required to install sidewalks and/or bikeways in accordance with the following:*

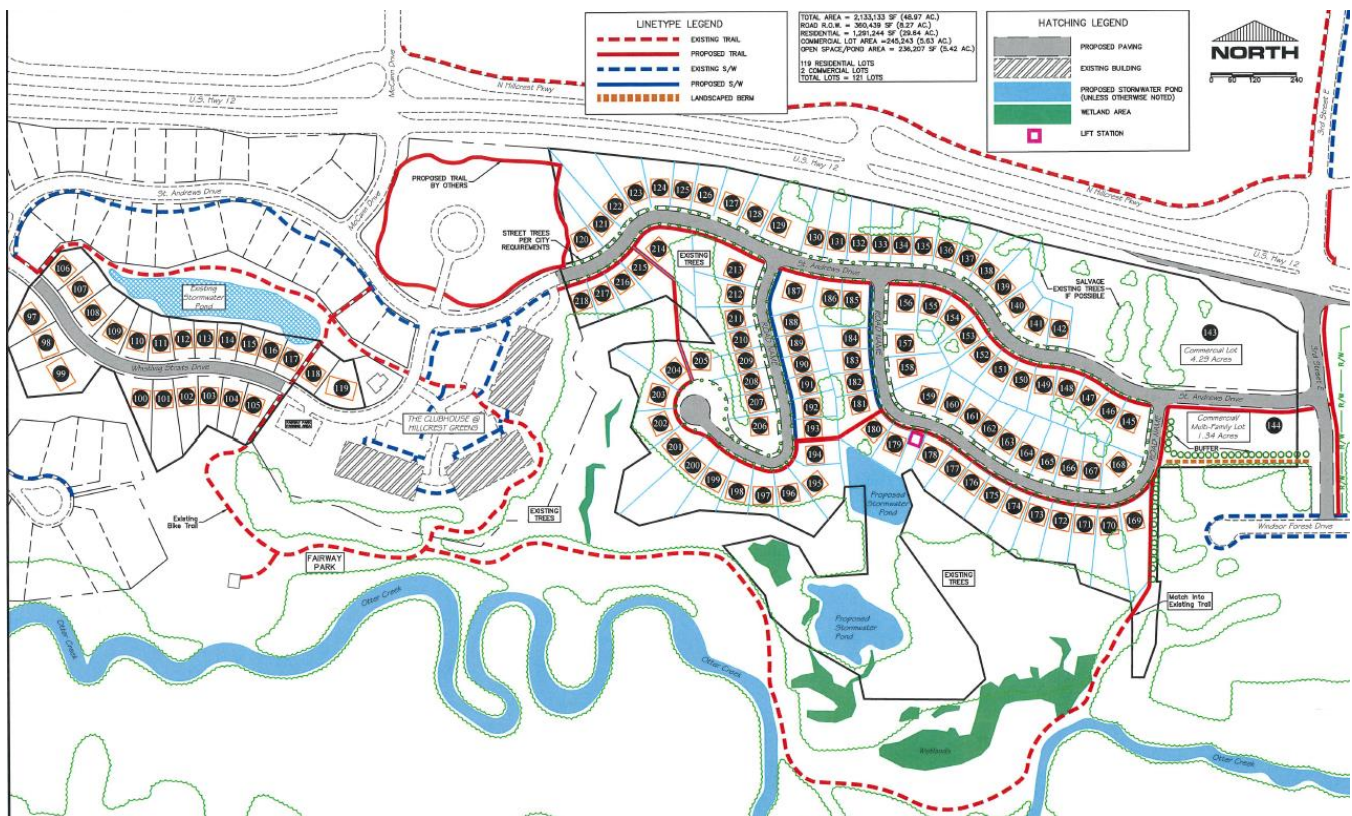
1. *On all streets within new subdivisions unless such requirement is waived by the Common Council.*
2. *Other streets, both major and minor, which serve as major pedestrian access routes to and from such pedestrian traffic generators as business establishments, restaurants, schools, neighborhood parks, high density multi-family developments, unless such requirement is waived by the Common Council.*
3. *All streets which currently have sidewalk along only a portion of street between consecutive intersections shall be completed from intersection to intersection.*

The proposed GIP provides for public multi-use trails (red lines) on the south side of St. Andrews Drive, and along portions of the UnNamed Road (see below illustration from the GIP). These trails do connect to existing facilities to the west, south, and east. Two sidewalk sections are shown.

However:

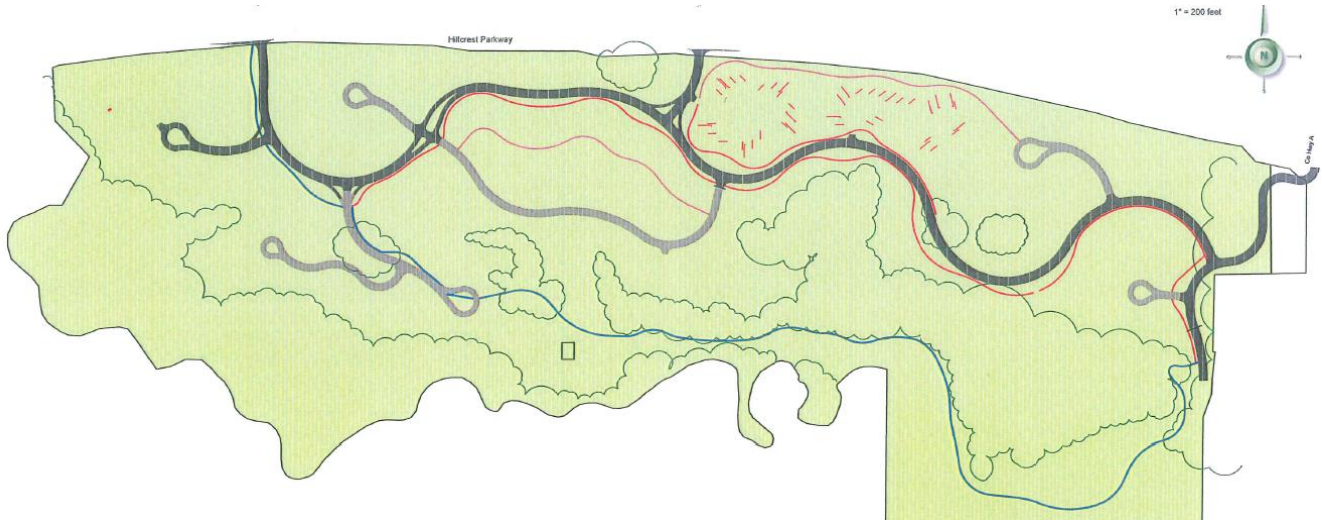
- Whistling Straits Drive does not have any bicycle or pedestrian facility;
- St. Andrews Drive has a facility on a single side of the road;
- The NoName Road has a facility on a single side of the road.

**Criteria: Not Met.**



<sup>1</sup> Title 18 Subdivision and Land Divisions, Chapter 18.07 Required Improvements and Design Requirements

Yet, the roadways as built in Phase I and as planned in the 2013 GIP generally includes a single east-west bicycle and pedestrian facility, as shown below. The proposed amended GIP is **slightly more consistent** with this criterion (bicycle and pedestrian facilities) than the 2013 GIP, yet not consistent with Altoona Municipal Code.



Above: Circulation Map in 2013 GIP (Trails in Blue and Red)

**Potential Remedies:**

- A) Require pedestrian and/or bicycle (trail) facilities along both sides of every street, consistent with Altoona Municipal Code;
- B) Incrementally improve pedestrian safety and circulation by adding the following facilities as a condition of approval:
  - a. Sidewalk along the north side of Whistling Straits Drive from the existing trail crossings adjacent to Lot 106 to Lot 117;
  - b. Sidewalk along the west side of Third Street East from St. Andrews Drive to Windsor Forest Drive.
- C) Adopt as proposed (no remedy) – specifically defer sidewalks to be considered for remedy at a future date.

**Cul-de-Sac (Multiple criterion)**

Reminder: The City streets are owned and maintained by the City **in perpetuity**. The developer obligation ends once the development is complete, and he/she generates revenue through sale or improvement of land. The arrangement of infrastructure is unlikely to change for generations. Public services must be provided and the efficiency of service provision, including but not limited to police, fire, and public works, are in part determined by the arrangement of the infrastructure. Therefore, one high level consideration shall be how the proposed arrangement and character is anticipated to impact public health, safety, convenience and welfare long-term, as well as the permanent facility and service obligation. Pragmatically, the ability to improve and utilize adjacent property must be considered and sought to balance with multiple city and public objectives. City standards guide how this evaluation is made, supported by third-party standards and best practice.

Cul-de-sacs are a common suburban street arrangement in suburban areas to create isolated or semi-exclusive properties by prohibiting through-traffic.

Cul-de-sacs are criticized by urban designers and others and are a strongly discouraged facility for the following (including but not limited to):

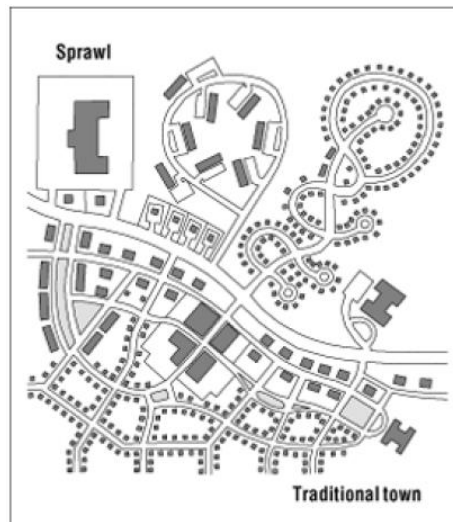
- Route connectivity is strongly associated with decreased travel time and congestion, and improved likelihood of walking;
- Encouraging automobile use by increasing trip length as more direct connections are precluded by geometry;
- Increasing automobile congestion by limiting the number of alternative routes and choices by prohibiting through traffic and funneling vehicles to a limited number of often larger roadways;
- Decreased response time by police, fire, and EMT due to route choice and limited connectivity;
- Violates CPTED (Community Policing Through Environmental Design) by limiting through-traffic and reducing “eyes on the street” passive surveillance, as well as reducing or eliminating law enforcement patrol;
- Increase public works expense due to snow clearance in the cul-de-sac bulb;
- Accessibility challenges for fire apparatus due to one entrance and limited turn-around space.

**Comprehensive Plan:**

*“The City encourages the use of grid-like street patterns as opposed to multiple cul-de-sacs and will consider the use of transportation calming devices & alternative designs to provide a safe & fluid street network.” (pg. 2-6)*

*“Street Design: Streets should be designed to the minimum width that will reasonably satisfy safety and maintenance needs. Local streets should not be as wide as collector streets, or “micro-freeways,” which encourages higher travel speeds. Streets should be laid out in a manner that takes advantage of the natural topography and aligns with existing facilities. The use of traditional or modified grid-like street patterns, as opposed to multiple cul-de-sacs and dead end roads, is strongly encouraged.” (pg. 2-25)*

Comp Plan Figure 2.8: Traditional v. Cul-de-Sac Street Design (pg. 2-25)

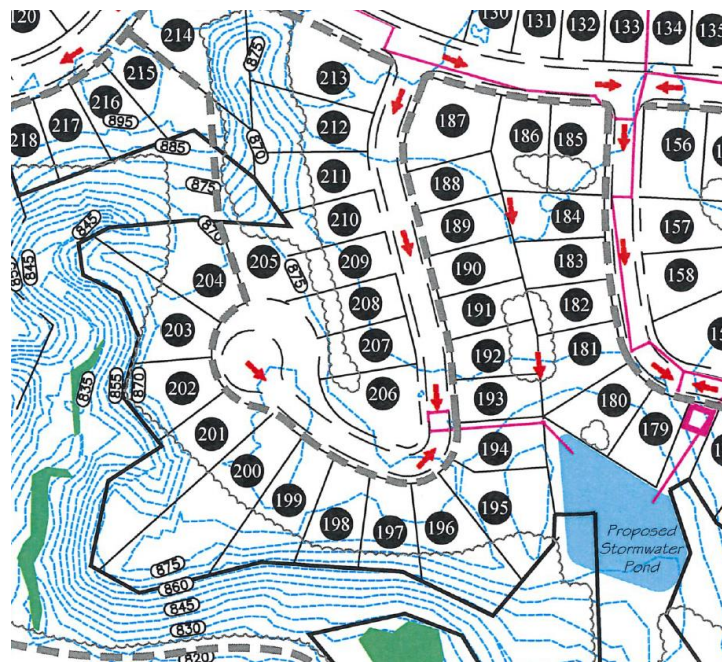


**18.07.180** General Street Design Standards: *“The arrangement, character, features, and layout of land divisions in the City of Altoona shall be designed to comply with the standards of this Chapter, the Master Plan, the Official Map, and/or any comprehensive utility plans or other planning documents which may pertain to the standards of design for land divisions and which have been adopted by the Common Council.”*

18.07.180 i. Alleys; Cul-de-Sac Streets.

3. *Cul-de-sac Streets.* As a rule, cul-de-sac streets designed to have one (1) end permanently closed shall not exceed one thousand five hundred (1,500) feet in length and shall terminate with a paved turnaround of not less than one hundred twenty (120) feet in diameter. However, this limitation in cul-de-sac length may be exceeded provided adequate emergency vehicular access and appropriate fire protection provisions and appurtenances (i.e. watermains, hydrants, etc.) are available and approved by the City. (Ord. 2A-04, 2004).

j. *Continuation.* Streets shall be laid out to provide for possible continuation wherever topographic and other physical conditions permit. The use of cul-de-sacs shall be generally discouraged, except where necessary due to topography or the use of "Cluster" design techniques and permanently dead ended streets shall be minimized. Provisions shall be made so that all proposed streets shall have a direct connection with, or be continuous and in line with, existing, planned or platted streets with which they are to connect. Proposed streets shall be extended to the boundary lines of the tract to be subdivided, unless prevented by topography or other physical conditions, or unless in the opinion of the Common Council, upon the recommendation of the Plan Commission, such extension is not necessary or desirable for the coordination of the layout of the subdivision with existing layout or the most advantageous future development of adjacent tracts.



Above: Approximate topography (GIP submittal)

**Criteria: Caution.**

The use of the cul-de-sac in the amended GIP is in part due to topography. There exists a minor ravine that traverses roughly north-south and veers to the east. The area drops off to the south toward Otter Creek. In order to develop this area with reasonably sized single-family home lots, a cul-de-sac may be warranted. However, there are no topographical constraints that justify a cul-de-sac that is proposed to be approximately 850 lineal feet. Approximately 315 feet would be sufficient.

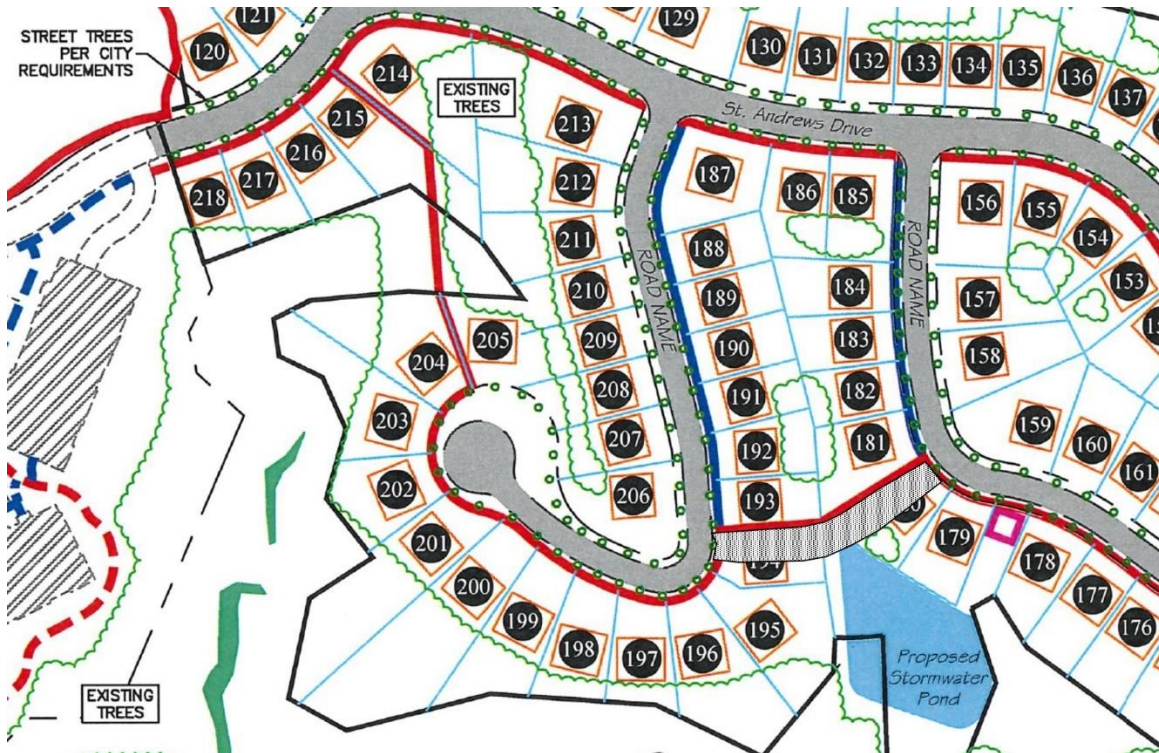
The cul-de-sac design as proposed is **not recommended** by Public Works, Planning, Fire and Police Departments.

The Fire Department in particular is concerned about access. Planning & Police are concerned with, among other items, permeability and connectivity. In an attempt to alleviate these concerns, a multi-use trail

connection is proposed between Lots 193 & 194, 180 & 181 to serve a dual purpose as an emergency access route. According to NFPA (National Fire Protection Association) Fire Code, an emergency access route must be 20 foot-wide, unobstructed, and provided with an all-weather driving surface<sup>2</sup>.

The proposed right-of-way width for the secondary roads are 50 feet with 29 foot pavement width. Therefore, to enlarge the emergency route to a full roadway is an expansion of 30 feet in ROW. The proposed plans reflect that storm water and sanitary sewer are shown in this same corridor.

Impact: anticipated loss of 2 lots. Reduce cul-de-sac length from approx. 850 to 315 feet (63%) and cul-de-sac lots from 25 to 11 (56%). Note: the proposal includes *gaining* three lots (216, 217, 218) by including portions of existing City-owned property.

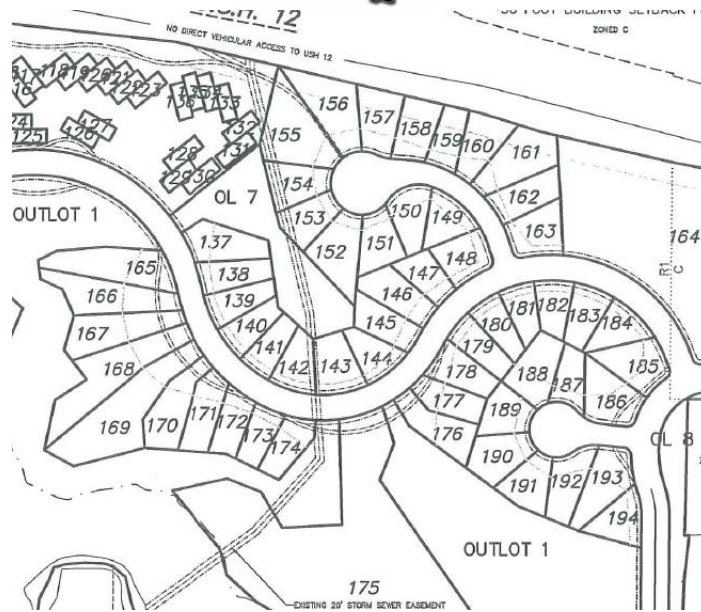


**However**, the 2013 GIP included two cul-de-sacs that served 36 percent (20/55) of the lots. In the amendment, 26 percent (25/96) of the lots are served by one longer cul-de-sac. The proposed amended GIP is **slightly more consistent** with this criterion (connectivity and roadway continuation) than the 2013 GIP, yet not consistent with Altoona Municipal Code.

Completing the roadway connection through Lots 180 & 194 would not eliminate many of the concerns and challenges that cul-de-sacs create. However, it would reduce (but not eliminate) some of the connectivity-related problems.

<sup>2</sup> <https://community.nfpa.org/community/open-xchange/building/blog/2016/05/20/nfpa-1-specifications-of-fire-department-access-roads-firecodefridays>





Above: Cul-de-sacs as reflected in the 2013 preliminary plat.

**Potential Remedies:**

- A) Require the cul-de-sac length be reduced by completing the connecting roadway through lots 180 and 194, approximately as illustrated; or
- B) Require the multi-use trail connection between Lots 193 & 194, 180 & 181 to meet NFPA Fire Code requirements of 20 foot all-weather surface.

**18.07.210** Lot Design Standards g. *“Double and Reversed Frontage Lots. Double frontage and reversed frontage lots shall be avoided except where necessary to provide separation of residential development from traffic arteries or to overcome specific disadvantages of topography and orientation.”*

Double-fronted lots are inefficient as additional roadway is provided for a developable lot than is necessary, increasing up-front to the developer and long-term cost to the public and property owner. Whenever road work is completed that results in an assessment, that owner will carry a larger burden. The proposed street arrangement creates three lots (206, 207, 208) that are double-fronted.



**Criteria: Not Met.**

Unless the cul-de-sac is straitened from a “J” to a “J”, there will be double-fronted lots.

**Ch. 19.64 - Planned Community Development**

**19.64.030 “Standards governing project approval”**

*The plan commission shall consider the proposed PCD plan from the point of view of the standards and purposes of the regulations governing the planned community development so as to achieve a maximum of coordination between the proposed development and the surrounding uses, the conservation of woodland and the protection of watercourses from erosion, siltation and pollution, and a maximum of safety, convenience, and amenity for the residents of the development. To these ends the plan commission and the city council shall consider the location of buildings, parking areas and other features with respect to the topography of the area and existing features such as streams and large trees; the efficiency, adequacy and safety of the proposed layout of internal streets and driveways; the adequacy and location of green area provided; the adequacy, location, and screening of the parking area; if the planned development is consistent with the comprehensive plan; if the planned development can be planned and developed to harmonize with any existing or proposed development in the area surrounding the project site, and such other matters as the plan commission and city council may find to have a material bearing upon the stated standards and objectives of the PCD zone regulations.*

Proposed approval conditions to ensure consistency:

- Consistency with Comprehensive Plan to specific inclusion of the Community Design Principles.
- Preservation of existing trees to the maximum extent possible.

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**19.64.070 “Character and intensity of land use”**

*In a PCD district, the uses proposed, also their intensity and arrangement on the site shall be of an aesthetic and operational character which:*

- A. Are compatible with the physical nature of the site with particular concern for preservation of natural features, tree growth and open space;*
- B. Produce an attractive environment of sustained aesthetic and ecologic desirability, economic stability and functional practicability compatible with the general development plans for the area as established by the community;*
- C. Not adversely impact school or other municipal services, including public parks and recreational areas;*
- D. Not create a traffic or parking demand incompatible with the existing or proposed facilities;*
- E. Grant the plan commission the right to exclude from a plat any lot or lots which by reason of size, shape, location, or for other good cause are not reasonably consistent with basic planning and zoning principles.*

----

**19.64.080 “Economic feasibility and impact”**

The petitioner provided estimated total valuation for the 119 residential properties of \$31 million (\$260,500 ea.) and \$5 million for the commercial and multi-family. These are reasonable estimates based upon recent construction activity.

The petitioner has not provided a cost of infrastructure in order for the City to generate a service proforma to estimate future service, facility maintenance and replacement obligations. This level of detail is not required by Altoona Municipal Code, but strongly encouraged.

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**19.64.090 “Engineering design standards”**

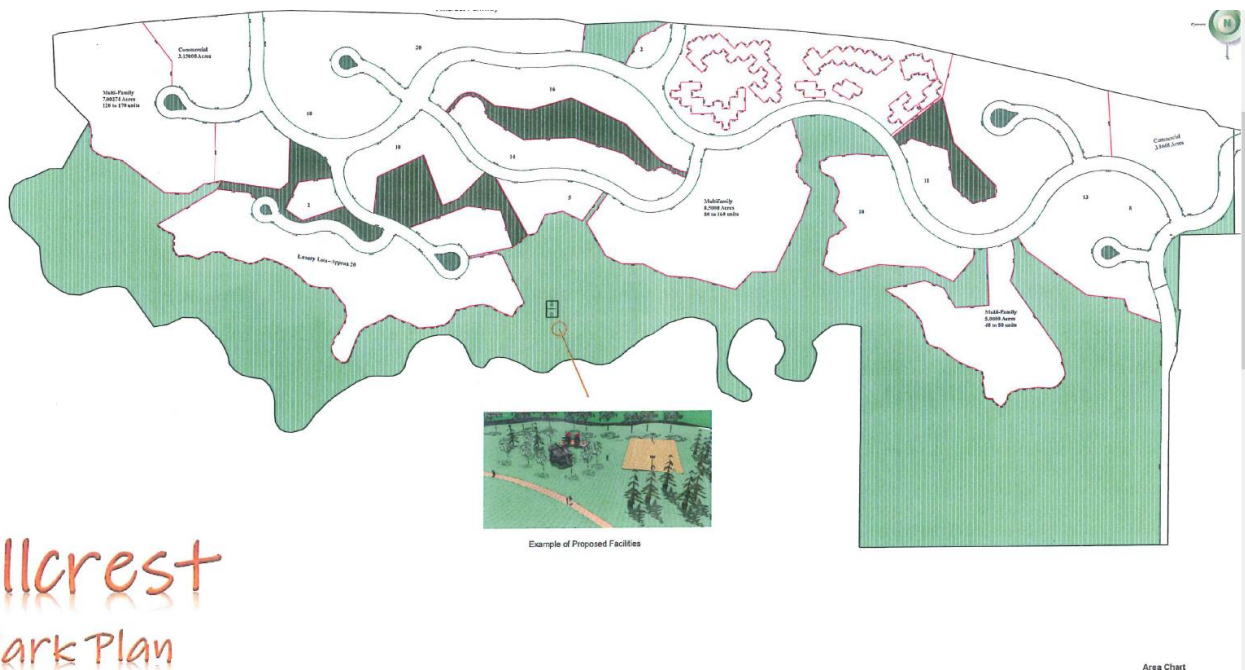
As further described earlier in this report, there are multiple areas where the proposed GIP amendment fails to meet Altoona Municipal Code while providing slight improvements in comparison to the 2013 plan. Specifically: (1) Cul-de-sac length and (2) bicycle and pedestrian facilities.

Elsewise, the proposed arrangement of infrastructure includes contextually appropriate roadway dimensions and logical arrangement of storm water and other utilities.

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**19.64.100 “Usability, preservation and maintenance of open space”**

The public open space is consistent with the dedication accomplished in the 2013 GIP and subsequent platting action that dedicated approximately 55.5 acres for Fairway Park along Otter Creek.



There is one outlot, approximately 0.81 acres, that was identified as HOA open space and/or storm water as shown in the dark green, just east of the Bay Homes. That outlot is proposed to be removed and replaced with a slightly smaller area proposed for storm water pond.

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**19.64.110 “Signs”**

No signs are proposed.

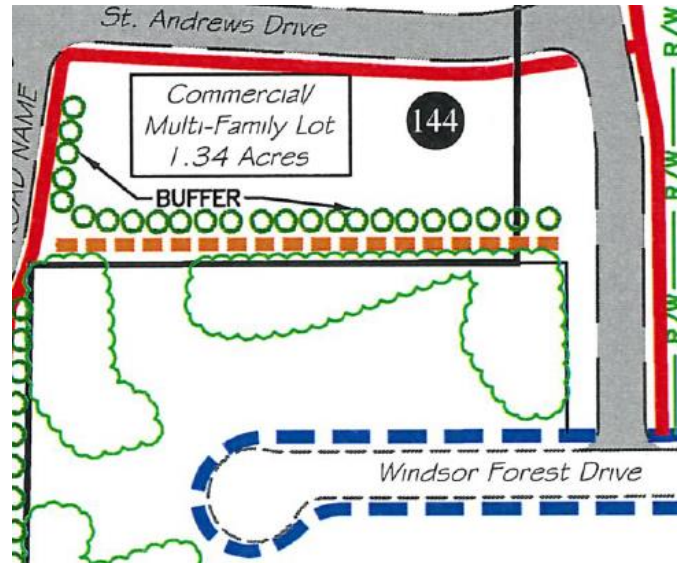
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**19.64.120 “Off-street parking”**

Not applicable. Parking will be evaluated during individual site plans.

### 19.64.130 “Screening Requirements”

The GIP amendment specifically includes screening berm and landscape buffer along Lot 144 that will be adjacent to existing homes on Windsor Forest Drive. The GIP narrative also describes and confirms the buffer and screening. The precise character of the buffer shall be addressed and accomplished with the future Final Implementation Plan (site plan) for that Lot.



### Staff Recommendation

Whereas “the procedure for zoning to a planned community development district shall be the same as required for any other zoning district, except that in addition thereto, the zoning may only be considered in conjunction with a development plan (...)” (19.64.160); and,

Whereas “In the case of a rezoning, the plan commission may recommend and the council may approve such petitions with conditions of approval” (19.68.040); and,

Whereas “the width of the street right-of-way, width and location of street or other paving, outdoor lighting and streetlights, location of sewer and water lines, provisions for stormwater drainage or other environmental engineering consideration shall be satisfactory to the plan commission;” (19.64.090);

**Therefore**, the Planning Department recommends that the Plan Commission recommend the Council **approve** the petition for rezoning and adopt the revised General Implementation Plan for Hillcrest Greens II with the following conditions of approval:

- (1) All buildings and sites shall be consistent with the Community Design Principles articulated in the City of Altoona 2009 Comprehensive Plan and all subsequent permit applications shall be evaluated per these criteria.
- (2) Existing mature trees shall be maintained whenever possible, be they located in a public right-of-way or private lot.

- (3) The proposed multi-use trails adjacent to single-family lots shall be maintained by the adjacent property owners consistent with AMC 12.04.040, and consistent with preapplication conferences, due to substitution for sidewalks along that frontage.
- (4) The multi-use trail between Lot 193 & 194, 180 & 181 shall be 20 foot-wide all-weather surface and clear of obstructions consistent with NFPA Fire Code. This corridor shall be preserved via easement or dedicated as right-of-way.
- (5) Sidewalk shall be provided in the following areas not reflected in the provided illustrations:
  - a) Along the north side of Whistling Straits Drive from the existing trail crossings adjacent to Lot 106 to Lot 117;
  - b) Along the west side of Third Street East from St. Andrews Drive to Windsor Forest Drive.
- (6) Sidewalks may be deferred along frontages not identified for sidewalk or multi-use trails in the provided illustrations or otherwise required per approval condition.
- (7) A pedestrian refuge island of City specifications shall be provided at the multi-use trail crossing of Third Street East at St. Andrews Drive.

# Planned Community Development Hillcrest Phase II Altoona, WI

## General Development Plan



C&M Properties is looking to develop Phase II of the Hillcrest Greens development in the City of Altoona. The site currently has been zoned as a Planned Community Development (PCD) however there are significant changes to the Phase II and therefore the developer is proposing to modify the General Development Plan (GDP). In addition, this phase will include the construction of the loop road Whistling Straits Drive within Phase I.

The proposed GDP will have one hundred nineteen (119) single family lots (29.64 acres), one (1) commercial lot (4.29 acres) and one (1) commercial and/or multi-family lot (1.34 acres). The total site development will include 49.0 acres which includes road right-of-way and stormwater facilities. It should be noted that those uses that are permitted and conditional in the City of Altoona Commercial District C and Multi-Family District R3 shall be permitted and conditional on Lots 143 and 144. Proper buffering shall be required within Lot 144 abutting the existing single-family homes per City code.

Access into this proposed development will come from Phase I by the extension of St. Andrews Drive and from USH 12 by the extension of 3<sup>rd</sup> Street East. This extension/alignment of 3<sup>rd</sup> St. E is consistent with the City of Altoona Official Map and the intersection is consistent with WisDOT standards. There will be two (2) additional internal roads that give access to lands in the south. The right-of-way widths will be a minimum of 66-feet for the 3<sup>rd</sup> St. extension, 60-feet for St. Andrews Dr., and 50-feet for the internal roads. The width of the roadway shall be 37-feet for 3<sup>rd</sup> Street and St. Andrews Drive and 29-feet for the internal roads.

Slopes on most of the site are gradual and run from north to south towards Otter creek. There are some steeper slopes within existing drainage ravines that we will be avoiding in addition to steeper slopes offsite (south). Hillcrest Greens Phase II will follow a similar pattern of development as Phase I in that the design will take into consideration the existing topography, mature trees, and drainage patterns. Rather than mass grade the entire site and force stormwater runoff to discharge towards un-natural areas, this development will utilize existing site features and thus place a soft footprint on the landscape. By having reduced right-of-way widths, with minimum building setbacks is in line with placing a softer footprint on the environment as less land is being disturbed.

The site has public sanitary sewer, water main, and storm sewer all within the property boundary. There is sanitary sewer (8" and 18") and water main (8" and 12") located within St. Andrews Drive and along the right-of-way of USH 12. There is storm sewer (54") that goes through the center of Phase II and discharges south into Otter Creek. The existing storm sewer pipe and easement will remain as is.

To serve portions of the development with sanitary sewer, this development will need to install a lift station with approximately 400 LF of force main. It is anticipated that the existing sanitary sewer within St. Andrews Blvd. will be able to serve 4-6 lots while the sanitary sewer along the USH 12 right-of-way can serve approximately 20 lots including the commercial property. The City infrastructure has adequate capacity for the increased flows from the proposed development. In order to get adequate water pressures throughout the site, the water main will be looped from east to west. The City water main network has adequate pressures and flows to serve the proposed development.

Landscaping will be done in accordance to the City of Altoona standards with a combination of trees, shrubs and grasses planted along the building foundations. In addition, trees will be planted within the boulevard per City requirements. Street lighting and spacing shall be designed per City requirements.

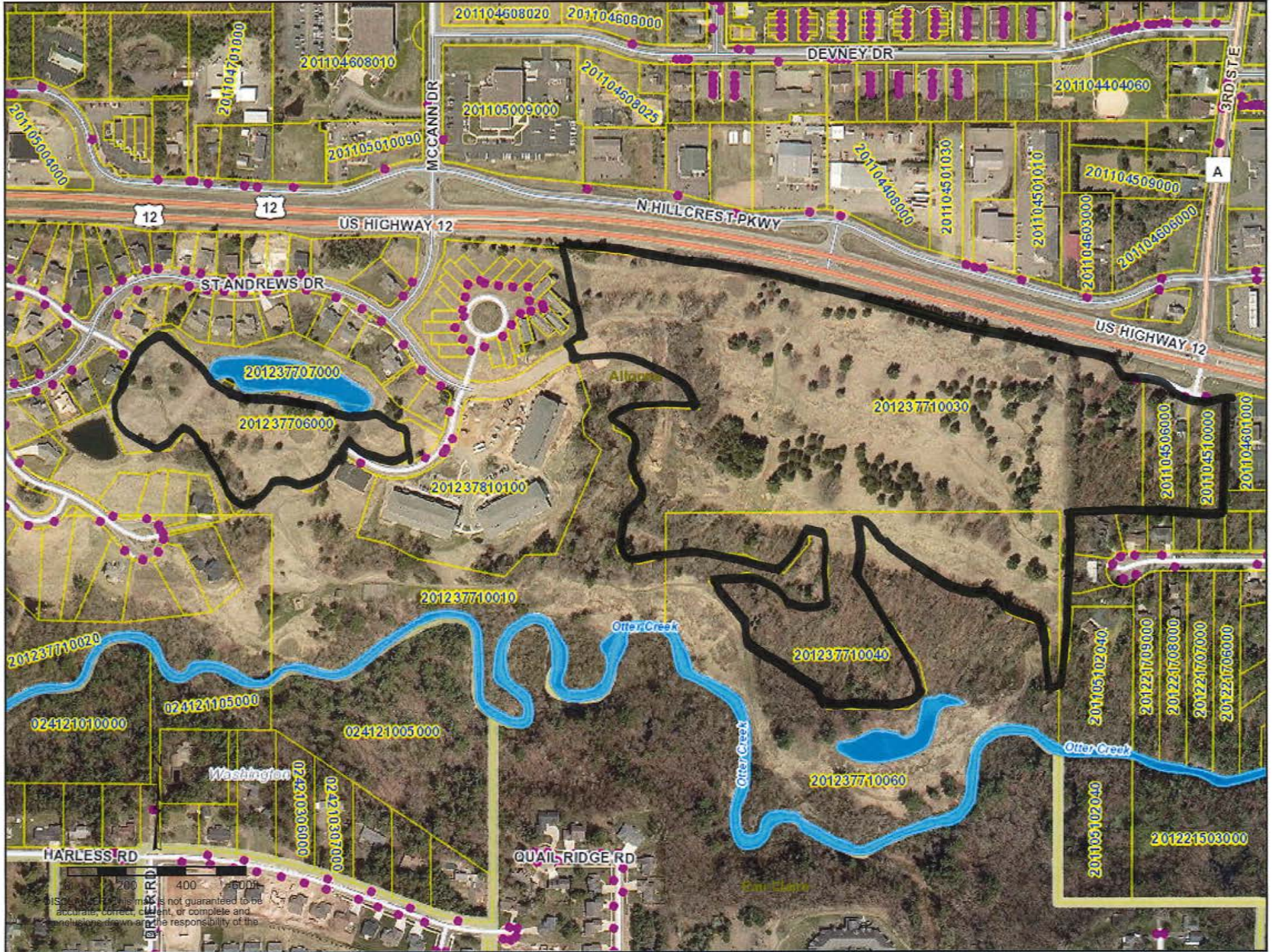
Phase II of Hillcrest Greens will construct sidewalks or pedestrian trails along one-side of the newly constructed City streets. In addition, this project will connect to the existing trail system from the City Park located in the southeast. This trail will extend to the future trail system along the 3<sup>rd</sup> St. extension. Where sidewalk and trails are being proposed along the front of the lots, this development will place a greater front yard setback (25-feet) so that an easement can be provided outside of the right-of-way for the sidewalk/trail. This, in turn, provides a greater boulevard for street plantings and snow storage.

Construction of this project will commence in the summer of 2019. It is anticipated that the internal roads, including St Andrews Dr. be completed with the 1<sup>st</sup> lift of asphalt by fall of 2019. Construction of 3<sup>rd</sup> St E and the Hwy 12 intersection will be completed in 2020. C & M Home Builders has a variety of ten (10) package house plans with starting prices just under \$240,000. Once this phase of development is totally built out, it is estimated that the assessed value on the residential will be over 31 million dollars and the commercial over 5 million dollars. In addition to tax dollars, using the national average of 3 jobs created per house built, this development will create approximately 360 jobs over the 3 to 4 years of build-out.

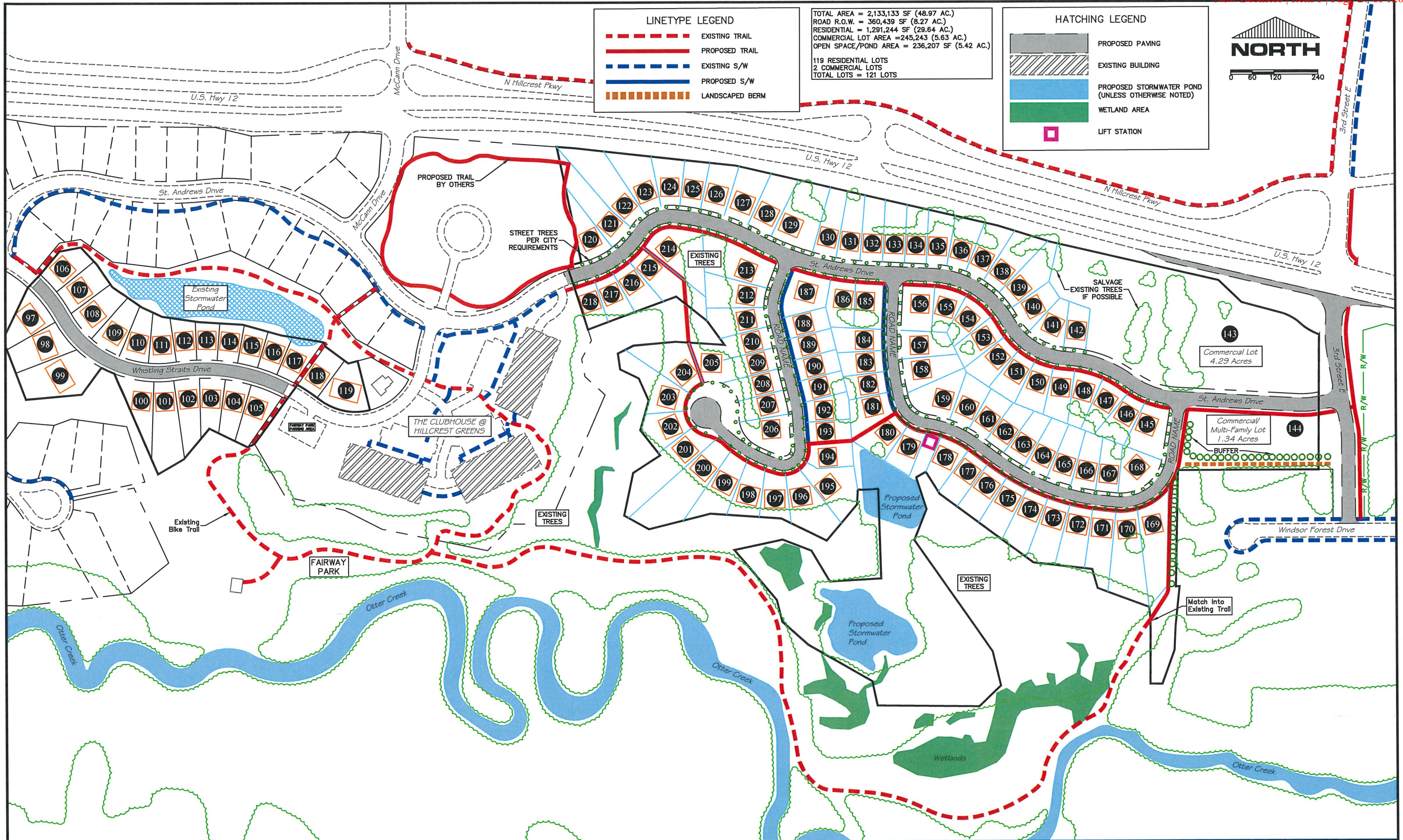
The developer is not looking to create a Homeowners Association with Phase II of Hillcrest Greens. Rather, they are looking at having strict covenants as in previous developments within the City of Altoona and Eau Claire. A copy of these are included.



## **VICINITY MAP**



## **SITE PLAN**



NO.	DATE	REVISIONS	DRAFTED BY	DESIGN BY	CHECKED

PROJ. NO. 18016

**AEC**

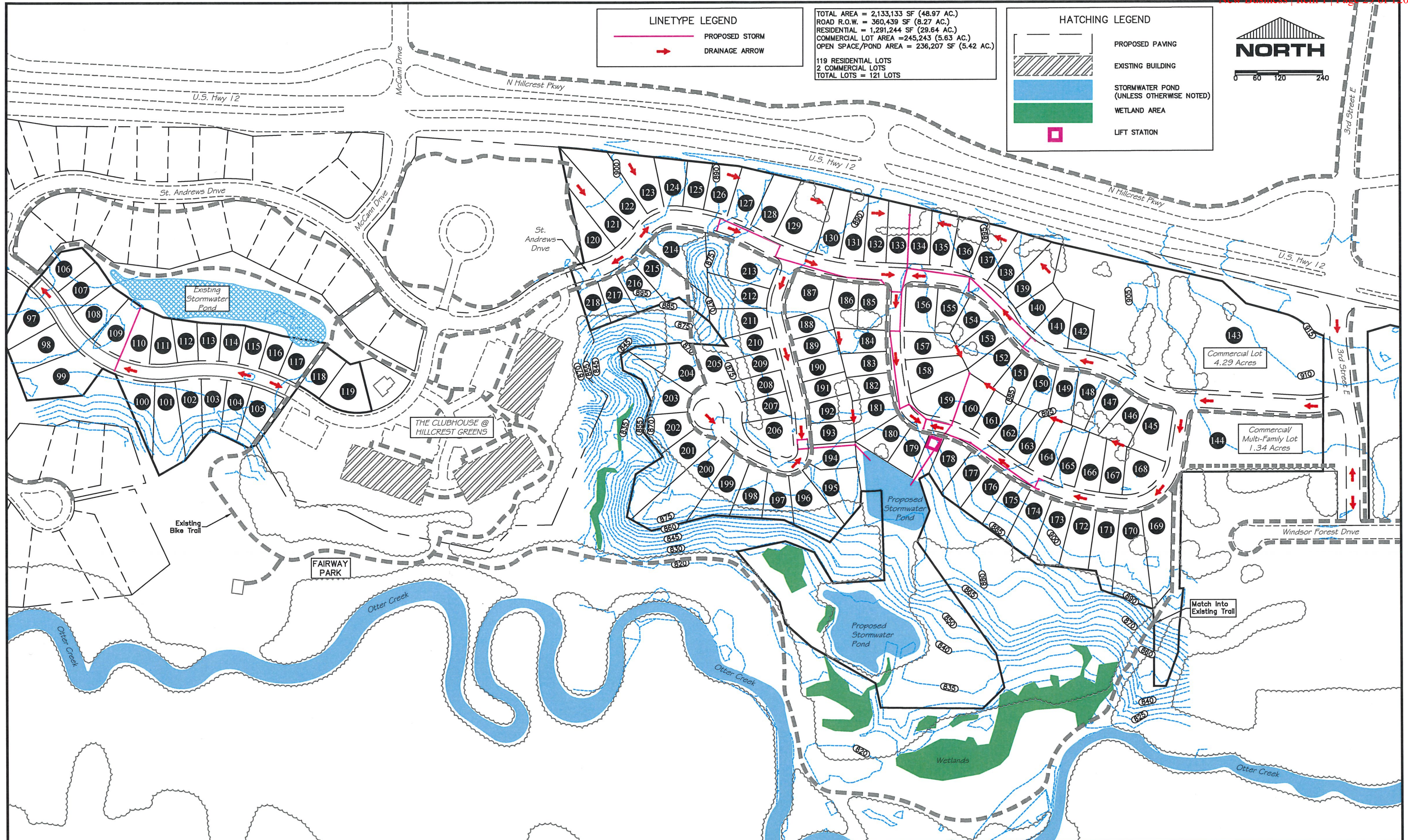
ADVANCED ENGINEERING CONCEPTS  
 1360 INTERNATIONAL DRIVE  
 EAU CLAIRE, WI 54701  
 PH: 715-552-0330  
 info@ae-conc.com  
 COPYRIGHT 2018 AEC LLC.

SITE PLAN

HILLCREST GREENS - PHASE 2  
 C & M PROPERTIES & CONSTRUCTION  
 ALTOONA, WI

DWG NAME 18016 FIP SITE PLAN	1
DATE 2/2019	3

## **GRADING & DRAINAGE PLAN**



**LINETYPE LEGEND**

- PROPOSED STORM
- DRAINAGE ARROW

TOTAL AREA = 2,133,133 SF (48.97 AC.)  
 ROAD R.O.W. = 360,439 SF (8.27 AC.)  
 RESIDENTIAL = 1,291,244 SF (29.64 AC.)  
 COMMERCIAL LOT AREA = 245,243 (5.63 AC.)  
 OPEN SPACE/POND AREA = 236,207 SF (5.42 AC.)  
 119 RESIDENTIAL LOTS  
 2 COMMERCIAL LOTS  
 TOTAL LOTS = 121 LOTS

**HATCHING LEGEND**

- PROPOSED PAVING
- EXISTING BUILDING
- STORMWATER POND (UNLESS OTHERWISE NOTED)
- WETLAND AREA
- LIFT STATION



NO.	DATE	REVISIONS	DRAFTED BY	DESIGN BY	CHECKED

PROJ. NO. 18016

**AEC**

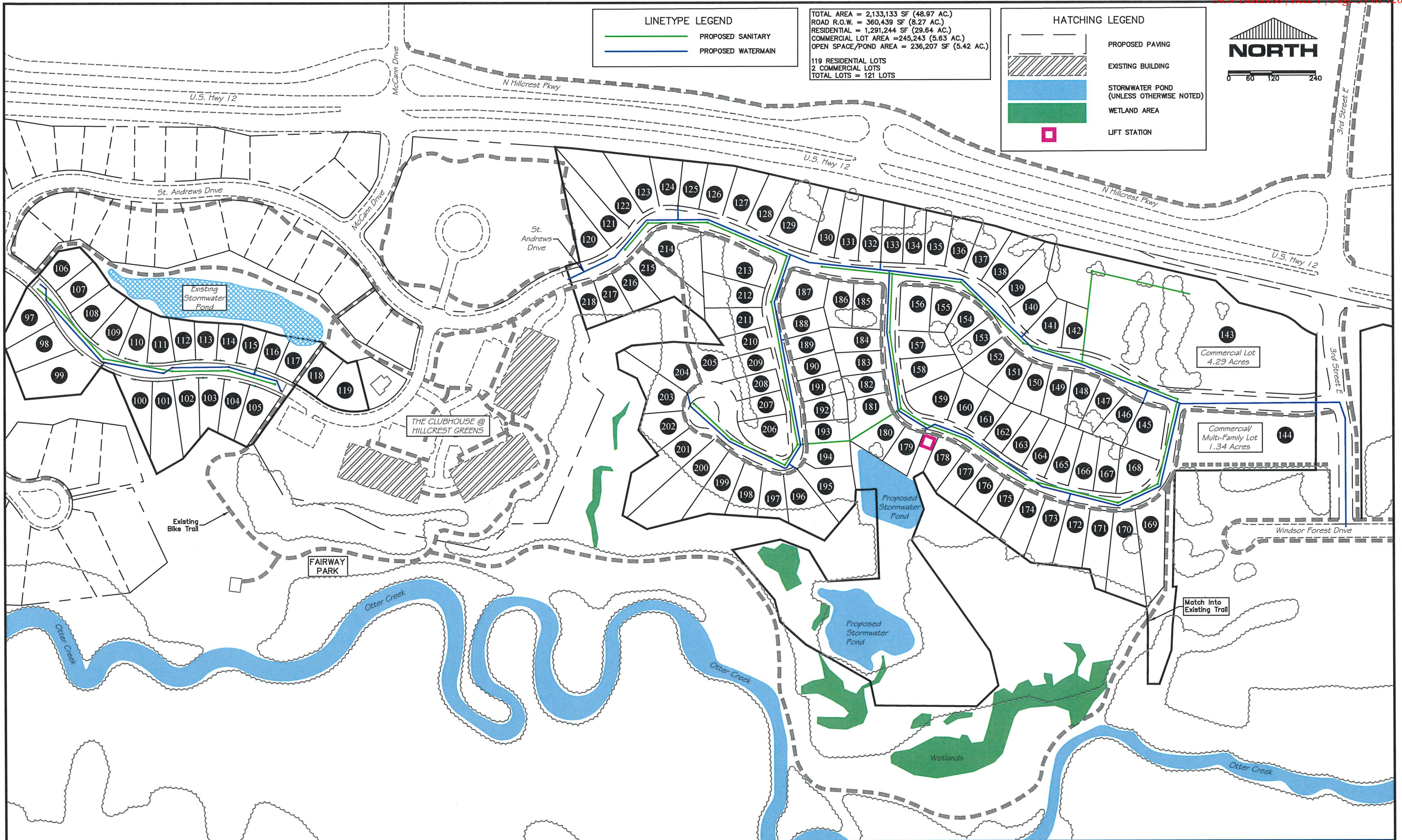
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 EAU CLAIRE, WI 54701  
 PH: 715-552-0330  
 info@ae-c.com  
 COPYRIGHT 2018 AEC LLC.

DRAINAGE PLAN

HILLCREST GREENS - PHASE 2  
 C & M PROPERTIES & CONSTRUCTION  
 ALTOONA, WI

DWG NAME 18016 FIP DRAINAGE PLAN	3
DATE 2/2019	3

## **UTILITY PLAN**



**LINETYPE LEGEND**

	PROPOSED SANITARY
	PROPOSED WATERMAIN

TOTAL AREA = 2,133,133 SF (48.97 AC.)  
 ROAD R.O.W. = 360,439 SF (8.27 AC.)  
 RESIDENTIAL = 1,291,244 SF (29.64 AC.)  
 COMMERCIAL LOT AREA = 245,243 (5.63 AC.)  
 OPEN SPACE/POND AREA = 236,207 SF (5.42 AC.)  
 119 RESIDENTIAL LOTS  
 2 COMMERCIAL LOTS  
 TOTAL LOTS = 121 LOTS

**HATCHING LEGEND**

	PROPOSED PAVING
	EXISTING BUILDING
	STORMWATER POND (UNLESS OTHERWISE NOTED)
	WETLAND AREA
	LIFT STATION

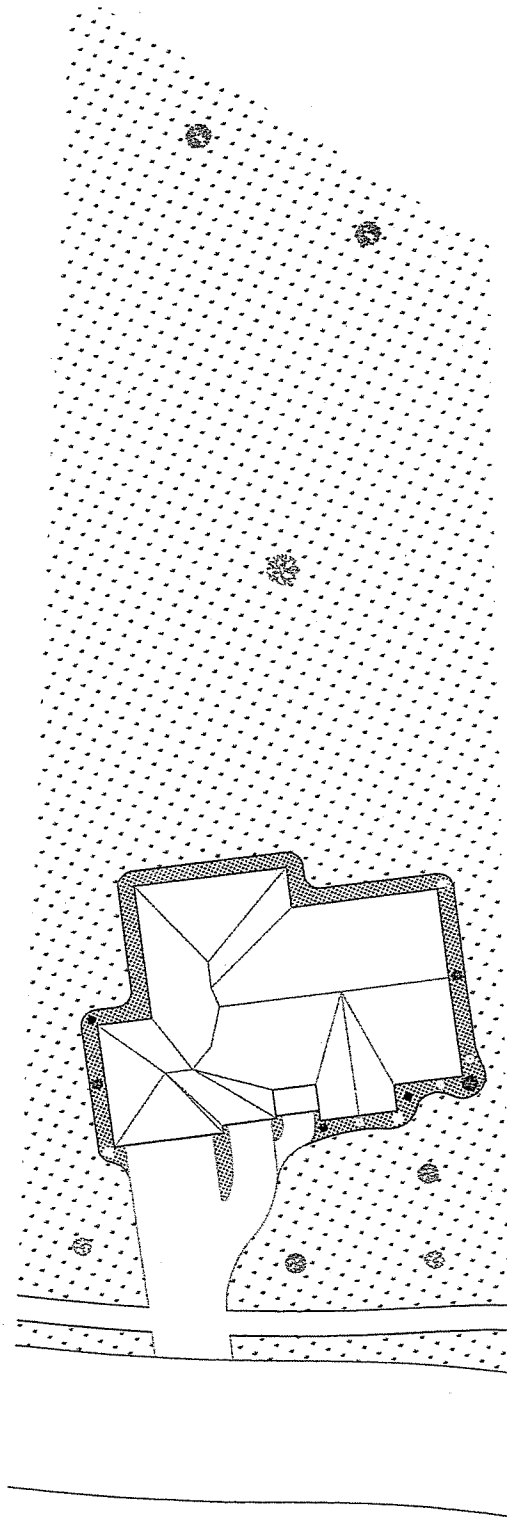












NO.	DATE	REVISIONS	DRAFTED BY	DESIGN BY	CHECKED

	ADVANCED ENGINEERING CONCEPTS 1360 INTERNATIONAL DRIVE EAU CLAIRE, WI 54701 PH: 715-552-0330 info@aecc.com COPYRIGHT 2018 AEC LLC.	UTILITY PLAN	HILLCREST GREENS - PHASE 2 C & M PROPERTIES & CONSTRUCTION ALTOONA, WI	DWG NAME 18016 FIP UTILITY PLAN DATE 2/2019	2 3
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## **LANDSCAPE PLAN**



Symbol	Description	Quantity
	Grass	n/a
	Rock Mulch	n/a
	Colorado Spruce	2
	Oak Tree	1
	Sugar Maple	2
	Ash	2
	Spirea	3
	Hydrangea	3
	Dogwood	3
	Arborvitae	3

# Hillcrest Typical Landscape Plan (draft)

## **ARCHITECTURAL BUILDING PLANS/RENDERINGS**









## **COVENANTS**



9



8 0 8 0 5 6 9  
Tx: 4055170

Declaration of Covenants  
and Restrictions

**CLUB VIEW ESTATES**

1106275

KATHRYN A. CHRISTENSON  
EAU CLAIRE COUNTY, WI  
REGISTER OF DEEDS

RECORDED ON  
10/16/2014 4:00 PM

REC FEE: 30.00  
TRANSFER FEE:  
EXEMPT #  
PAGES: 9

*CLM Properties - Cody Filipezak  
9305 Murphy Lane  
Eau Claire, WI 54703*

DECLARATION OF COVENANTS  
AND RESTRICTIONS

## CLUB VIEW ESTATES

1. **KNOW ALL MEN BY THESE PRESENTS. RIVER PRAIRIE TWINHOMES, LLC**, (hereinafter called "DEVELOPER"), being the owner and developer of all of the real estate described below to be known as CLUB VIEW ESTATES, has established a general plan for the improvement and development of such real estate, and do hereby establish the covenants, conditions, reservations, and restrictions upon which, and subject to which all lots and portions of such lots shall be improved or sold and conveyed by DEVELOPER as owners thereof. Each and every one of these covenants and conditions, reservations and restrictions is and all are for the benefit of each present and future owner of land in CLUB VIEW ESTATES, and shall bind the respective successors in interest of the present owner thereof. These covenants, conditions reservations, and restrictions are and each thereof is imposed upon such lots, all of which are to be construed as restrictive covenants running with the title to such lots and with each and every parcel thereof, for CLUB VIEW LANE ESATES described as follows:

**Lots 1 – 80, CLUB VIEW ESTATES, City of Altoona, Eau Claire County, Wisconsin.**

Note: Lots 1-22 are reserved for stand alone single family homes. Lots 23-80 are reserved for twinhomes.

2. **APPROVAL OF PLANS.**
  - (a) All plans for the construction of private roads and driveways and all building plans for any building, fence, wall or structure to be erected upon any lot, and the proposed location thereof (site plans) upon any lot, and any changes after approval thereof, any exterior remodeling, reconstruction, alteration, or addition to any building, road, driveway, or other structure upon any lot on such premises shall require the approval in writing by DEVELOPER. The person or persons desiring to erect, construct or modify the same shall submit to DEVELOPER a complete set of plans showing the building plans and specifications for the building, fence, driveway or other structure, as applicable, as well as site plans. No construction work shall commence prior to DEVELOPER granting written approval. DEVELOPER or their assigns must approve all exterior materials, colors, and rooflines. The DEVELOPER shall approve all lot line setbacks. DEVELOPER shall not be responsible for any structural defects in such plans or specification or in any building or structure erected according to such plans and specifications. If DEVELOPER fails to serve notice of disapproval of such plans within 30 days after DEVELOPER'S receipt of the plans, such plans shall be deemed approved. Service of notice shall be by United States Mail at the address furnished by the person seeking approval.
  - (b) DEVELOPER, as identified above, shall be the exclusive builder of all single family homes and twinhomes in this development.
  - (c) Purchasers of the single family lots in this Development shall commence construction of a single family home within 3 years of closing on the purchase of said lot and construction shall be completed within 12 months of commencement. Developer reserves the right to repurchase any lot on which 3 years have elapsed without commencement of construction. Developer shall have the right to repurchase such a lot for the same price it was originally sold for.

- (d) DEVELOPER reserves the right to subdivide the stand alone single family lots or combine multiple stand alone single family lots to accommodate larger home building plans.

3. **RESTRICTIONS AND CONDITIONS.**

**SECTION A:**

- (a) "Twinhome Unit" means one single family residential unit which is joined together with another single family residential unit existing on the afore described real estate with a common wall, roof and foundation.
- (b) "Twinhome Owner" means the person or persons or legal entity which owns the real estate in fee simple on which said Twinhome unit is located.
- (c) Single family dwelling means a stand alone residential home with attached garage on its own lot.
- (d) Single Family Owners means the person or persons or legal entity which owns the real estate in fee simple on which a single family dwelling is located

**SECTION B:**

- (e) Construction on each lot in the subdivision shall be limited to one building consisting of either a single family dwelling or two twin homes (Parcel A and Parcel B on each lot). Each twin home shall be a single family dwelling. No mobile or manufactured home construction is permitted. All dwellings must have a two or three car attached garage, to be constructed contemporaneously with the dwelling. No exterior solar panels, antennae, or large satellite dishes may be used without DEVELOPER approval
- (f) Only one outbuilding (detached garage, storage shed, or the like) may be erected and maintained on each lot in addition to the dwelling house. Such outbuilding shall conform in external appearance to the dwelling house and shall not be used for residential purposes. The size of the outbuilding shall not be larger than 120 square feet. Outbuildings are not allowed unless approved by DEVELOPER.
- (g) Any dwelling erected on any lot must have a full foundation or slab, or a combination of both. Deck and porch supports and similar exposed structural members must conform in design and appearance to the main structure and be approved by DEVELOPER, or their assigns.
- (h) Lots are required to utilize utilities and water supplied by the municipality. No buried fuel oil tanks are permitted.

**SECTION C:**

Each Twinhome owner of each Twinhome unit and each single family owner further agrees and covenants as follows:

- (a) To commit no act which could reasonably be determined to be hazardous to or weakening to the structure to which his Twinhome unit is contained
- (b) To refrain from engaging in any hazardous activity nor maintain any hazardous substance on the premises which could have the effect of nullifying the insurance in effect thereon.
- (c) To utilize the insurance proceeds received by the owner due to loss or damage to the Twinhome unit for purposes of reconstruction and/or repair so as to restore said Twinhome unit to substantially its same condition as before such loss or damage.

**SECTION D:**

Each Twinhome owner of the Twinhome units and each single family owner shall be responsible for the following with respect to the real estate owned by said owner and the improvements situated on said real estate.

- (a) To be responsible for the mowing, maintaining and caring for all lawn and grass area on the real estate titled in fee simple in the name of the owner. There shall be a no-cut zone for existing trees on each lot established by the Developer. (As indicated on Plat)
- (b) To care for, spray, trim, protect, plant and replant trees and shrubbery on the premises.
- (c) To keep in good repair the sidewalks, not under the jurisdiction of the City of Altoona, Wisconsin, and to keep in good repair the driveway area on said premises.
- (d) To provide for the collection and disposal of rubbish and trash when adequate services are not available from any public source
- (e) To provide for snow removal from sidewalks and driveway
- (f) To provide and maintain such exterior lighting as the owners may unanimously agree to be deemed advisable
- (g) Satellite dishes shall be approved by the Developer in writing prior to installation.
- (h) Each owner shall maintain and repair his or her own sanitary sewer line and water service line to the point where the lines become the responsibility of the City of Altoona according to Altoona Municipal Codes. Each individual owner shall be responsible for the repair and maintenance of electrical service lines to the point where the same connect with the meter set and junction box. Each individual Twinhome owner or his or her agent is hereby granted the right of ingress and egress over and across all portions of the subject real estate of the adjoining Twinhome for the purpose of carrying out the foregoing powers and duties.
- (i) Each Twinhome owner shall make all major exterior repairs to the structure, repaint or repair or otherwise refurbish the exterior of the structure and to keep the roof area in good repair, upon the written and unanimous consent of the Twinhome owners. Said expenses shall be shared equally by the Twinhome owners of each lot unless otherwise in writing by said Twinhome owners.

**SECTION E:**

- (a) The natural surface drainage patterns of any lot shall not be changed by grading, damming, filling or installing of conduits, except with the permission of DEVELOPER, OR ITS ASSIGNS.
- (b) No part of any lot shall be used for dumping garbage, trash, or refuse of any kind. Debris may be temporarily present in connection with construction work, but must be secured to prevent such debris from being blown throughout the subdivision. Refuse may not be burned.
- (c) Permanent Parking of unlicensed vehicles, or any boats, campers, motor homes, mobile homes, recreational vehicles, such as snowmobiles and four wheelers, etc. on any lot or on the street in front of any lot is prohibited unless such items are parked inside a garage or shielded from view. Temporary parking for not more than 48 hours may be permitted. Licensed vehicles may be parked in the owner's driveway.

- (d) No animal shall be kept or maintained on any lot, except for the usual household pets, and, in such cases, the pets shall be so kept and maintained as not to become an unreasonable annoyance or nuisance to other residents in the subdivision by reason of movement, noise, odor or otherwise. Approved kennels may not be visible from the street. In no case shall an owner have more than a total of two domestic pets (dogs or cats).

**SECTION F:**

- (a) No signs other than a sign identifying the property owner and a "For Sale" sign shall be displayed on any lot. DEVELOPER may construct an area identification sign, identifying the subdivision, on one or more lots located near the roadway entrances to the subdivision.
- (b) No commercial or business activities shall be permitted upon the properties except as authorized as a home occupation by applicable zoning.
- (c) Driveways shall be paved with cement, blacktop or similar approved material.
- (d) Boundary fences on individual lots are prohibited. Smaller backyard fenced areas must be approved in writing by the DEVELOPER.
- (e) All letter and delivery boxes shall conform to the design of the area and be approved in writing by DEVELOPER.

**SECTION G: TWINHOME PARTY WALL AGREEMENT:**

- (a) "Party Wall" shall mean and refer to the dividing wall between Parcel A and Parcel B, including without limitation that portion of the wall dividing each unit's respective garage and any other exterior portions of the building. Please refer to Exhibit 1. Any matters concerning the Party Wall which are not covered by the terms of this Agreement shall be governed by the general rules of law regarding: party walls
- (b) The cost of maintaining the Party Wall shall be borne equally by the Parties, who are the owners of Parcel A and Parcel B.
- (c) In the event of damage or destruction to the Party Wall (or "Common Structure" including the shared roof and/or overhang), from any cause, other than the negligence of either owner, the owners of Parcel A and Parcel B shall repair or rebuild said Common Structure. The cost of such repair or rebuilding shall be borne equally by the owners of Parcel A and Parcel B. Each such owner shall have the right to the full use of said Common Structure so repaired or rebuilt. If either owner's negligence shall cause damage to or destruction of said Common Structure, such negligent party shall bear the entire cost of repair or reconstruction. If either party shall neglect or refuse to pay his or her share, or all such costs in case of negligence, the other party may have such Common Structure repaired or restored and shall be entitled to have a construction lien on the lot and dwelling unit of the party so failing to pay, for the amount of such defaulting party's share of the repair or replacement costs together with interest at the maximum rate allowable. The party having such Common structure repaired shall, in addition to the construction lien, be entitled to recover attorney's fees and shall be entitled to all other remedies provided herein or by law. The construction lien granted herein is effective only if filed in the Real Property Records of the County where the Property is located
- (d) Neither owner shall alter or change a Common Structure in any manner, non-structural interior decoration excepted, and such Common Structures shall remain in the same location as when originally erected. Each adjoining owner to said Common Structure shall have a perpetual easement in that part of the premises of the other on which said Common Structure is located, for the purposes of such Common Structure and any other additional area necessary to repair, replace, and maintain the same.
- (e) Each owner shall keep all exterior walls of his dwelling unit in good condition and repair at his or her

sole cost and expense. No owner shall do or permit to be done any act or thing that would tend to depreciate the value of the building (i.e. variance in design, colors, roofing etc.)

- (f) Each owner shall maintain the roof over his or her dwelling unit in good condition and in such manner so as not to damage other portion of the building. Each owner shall share equally in the costs to repair or maintain the roof over the Party Wall due to normal wear or physical damage. If a roofline is joined and both roofs must be replaced, replacement will be coordinated between the owners.
- (g) An owner who, by his or her negligence, disinterest or willful act causes a Party Wall or roof to be exposed to the elements, shall bear the whole cost of furnishing the necessary protection against such elements and shall pay all damages resulting from such exposure. The cost of normal and timely weatherproofing and maintenance of the roof shall be in accordance with Paragraph 6.
- (h) In the event it shall be necessary for any owner to place this Agreement in the hands of an attorney for the enforcement of any of such owner's rights hereunder or for the recovery of any monies due to such owner hereunder, and if it is necessary to bring suit for the enforcement of such rights or such recovery, the prevailing party in such suit shall recover from the losing party all costs of court and reasonable attorney's fees, as determined by the court, in addition to any other relief or recovery awarded by the Court.
- (i) In the event that, by reason of the construction, settlement or shifting of the building, any part of the previously designated party walls or roof encroaches or shall hereafter encroach upon any part of the adjoining unit, or any part of any unit encroaches or shall hereafter encroach upon any part of the party wall or roof, or if by reason of the design or construction of any unit, it shall be necessary or advantageous to Twinhome owner to use or occupy, for normal uses and purposes, any portion of said party walls, roof, electrical or plumbing, consisting of unoccupied space within the building and adjoining his or her unit, valid easements for the maintenance of such encroachment and for the use of such adjoining space are hereby established and shall exist for the benefit of such unit and the common elements, as the case may be, so long as all or any part of the building containing such Twinhome units shall remain standing; provided, however, that in no event shall a valid easement for any encroachment be created in favor of the Twinhome owner of any Twinhome unit if such encroachment occurred due to the willful conduct of said Twinhome owner

#### **SECTION H:**

All easements and rights described herein are easements appurtenant, running with the land, perpetually in full force and effect, and at all times shall inure to the benefit of and be binding on the undersigned, its successors and assigns, and any owner, purchaser, mortgagee and other person having interest in said land, or any part or portion thereof.

#### **SECTION I:**

Each Twinhome unit owner will have an undivided interest in the common elements which include the following: all central and appurtenant installations for services such as power, light, telephone, gas, hot and cold water, heating, refrigeration, air conditioning and incinerating (including all pipes, ducts, wires, cable and conduits used in connection therewith) and all other mechanical equipment spaces necessary to the maintenance of said Twinhome units; however, the aforementioned shall be considered common elements only in the event said apparatus and installations existing are for the common use or necessary or convenient to the existence maintenance or safety of the Twinhome owner of said Twinhome unit

**SECTION J:**

Any owner, or the holder of the first mortgage on any part of the real property covered by this declaration of restrictions, shall have the right to seek appropriate legal relief to prevent the breach or to enforce the observance of the conditions set forth herein in addition to the ordinary legal actions or damages arising out of any breach of said declaration or restrictions.

**SECTION K:**

All Units shall be owner occupied except 20% of the total homes constructed may be leased for a period of at least one year, at any one time, subject to the approval of the DEVELOPER. Any leased units must be continually marketed for sale.

**4. TERM AND AMENDMENT.**

(a) These covenants and restrictions shall run with and bind the land, and shall inure to the benefit of and be enforceable by any owner, DEVELOPER, or the assigns, successors or heirs of DEVELOPER, for a period of 25 years from date of the recording of the Declaration with the Eau Claire County Register of Deeds. If DEVELOPER ceases to exist as a registered entity, the rights and duties of DEVELOPER for enforcing or approving covenants and restriction shall pass to a committee of property owners elected by a majority vote of the property owners.

(b) After the expiration of said 25 year term the covenants and restrictions shall be extended for successive periods of 10 years, unless an instrument signed by then owners of two-thirds of the lots or units has been recorded, agreeing to modify the covenants and restrictions. However, no such agreement to modify shall be effective unless made and recorded 60 days in advance of the effective date of such termination or modification, and unless written notice of the proposed agreement is sent all lot owners at least 90 days in advance of any action taken. (Provided; if any lot or unit is owned by more than one owner, service upon any such owner shall be deemed notice to all owners of such lot or unit, and notice may be given by United States mail to the owners' addresses as set forth in the records of the real estate taxing authority.

(c) DEVELOPER retains the right to amend this Declaration until such time as 100% of the twin homes and single family lots are sold. After the sale of the last Twinhome and single family lot authority to amend shall pass to the homeowners.

**5. ENFORCEMENT/DISPUTE RESOLUTION.**

**Mediation.** In the event of a dispute and controversy arising out of this Declaration, including a dispute as to whether or not an Owner has breached or failed to comply with the terms and conditions of this Declaration, cannot be not resolved amicably between the parties, the parties shall attempt in good faith to settle such dispute by non-binding mediation using mediation rules (including the selection of a mediator and a mediation site) mutually agreed to by the parties; provided, however, if the parties are not able to so agree within thirty days of the date the dispute arises, the mediation shall be conducted in accordance with chapter 788 of the Wisconsin Statutes.

**Arbitration.** If the dispute is not resolved by mediation pursuant to the above paragraph, at the option of either party, the dispute may be submitted to arbitration pursuant to the following procedure:

Either party may demand arbitration in writing 60 days after the controversy arises; the demand shall include the name of the arbitrator appointed by the party demanding arbitration, together with a statement of the matter in controversy.

Within 30 days after demand, the other party shall name its arbitrator, and the two arbitrators shall name a third arbitrator within 30 days. The third arbitrator shall then arbitrate the matter.

Each party shall bear its own arbitration costs and expenses, but the arbitrator shall have the authority, in his or her discretion, to award the prevailing party its costs and expenses, including reasonable attorney fees.

The arbitration hearing shall be held in Eau Claire County, Wisconsin, on not less than 20 days' notice to the parties. Except as otherwise provided in this Agreement, the arbitration shall be conducted in accordance with the then-current version of the Commercial Arbitration Rules and Procedures of the American Arbitration Association; provided that such Association need not administer the arbitration proceedings. The laws of evidence of the State of Wisconsin shall govern the presentation of evidence in the hearing.

The arbitration hearing shall be concluded within 10 days unless otherwise ordered by the arbitrator and the award shall be made within 30 days after the close of the submissions of evidence. An award rendered by the arbitrator shall be final and binding on all parties to the proceeding and judgment on the award may be entered by either party in the highest court, state or federal, having jurisdiction.

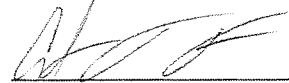
**Legal Action.** If the dispute is not resolved pursuant to the Mediation and Arbitration terms above, enforcement of the provisions of this Declaration shall be by any proceeding at law or in equity against any person violating or attempting to violate any of the provisions of this Declaration, to restrain violation, or to recover damages, or both, and against the land to enforce any lien created by this Declaration. Failure to enforce any covenant or restriction on any occasion shall not be deemed a waiver of the right to do so thereafter if any party commencing enforcement action is the prevailing party, such party shall be entitled to recover, in addition to any other remedy granted by the court, costs including reasonable attorney fees. The venue for any proceeding pursuant to this Section shall be the Circuit Court of Eau Claire County, Wisconsin.

6. **SEVERABILITY.** Invalidation of any one of these paragraphs shall in no way affect any other provision which shall remain in full force and effect.
7. **ASSIGNMENT OF POWERS.** DEVELOPER may, in its sole discretion, assign its rights and duties under these Declarations of Covenants, and Restrictions to the property owners at such time as the DEVELOPER no longer has an interest in the property. The rights and duties of DEVELOPER shall pass to the owners of lots and units the mechanism for enforcing or approving covenants and restriction by majority vote or by a committee elected by a majority vote of the property owners. DEVELOPER may also appoint an Architectural and Environmental Control Committee, which Committee shall have the powers and functions conferred upon DEVELOPER in this declaration, as well as such other powers and functions as DEVELOPER deems necessary. An assignment of powers shall be binding upon all lot owners when such assignment is recorded with the Register of Deeds for Eau Claire County.
8. **DEFINITIONS.** Unless the context dictates otherwise, all terms used in the Declaration shall have that definition and meaning set forth in the Altoona Municipal Code.
9. **RIGHT OF FIRST REFUSAL.** The DEVELOPER shall have a continuing right of first refusal to repurchase any lot upon which no dwelling has been constructed. If an owner other than DEVELOPER obtains a bona fide, good faith offer to purchase a subdivision lot, on terms and conditions acceptable to such owner, the owner shall give written notice to DEVELOPER, including main terms of the offer, and DEVELOPER shall have 10 days thereafter to give owner written notice of DEVELOPER'S intent to match the offer, and close the transaction within 30 days.
10. **ATTORNEY FEES AND COSTS.** The prevailing party in any dispute arising out of this agreement shall be entitled to reasonable attorney fees and actual out of pocket expenses.
11. **VENUE.** The venue for any dispute arising out of this agreement shall be the circuit court of Eau Claire County.



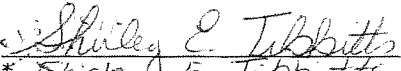
IN WITNESS WHEREOF, Cody Filipczak has caused these presents to be duly executed this 16th day of October, 2014

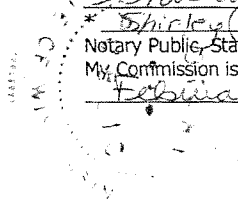
**RIVER PRAIRIE TWINHOMES, LLC**

  
\_\_\_\_\_  
By: Cody Filipczak, Member

State of Wisconsin        )  
                                      )SS:  
County of Eau Claire     )

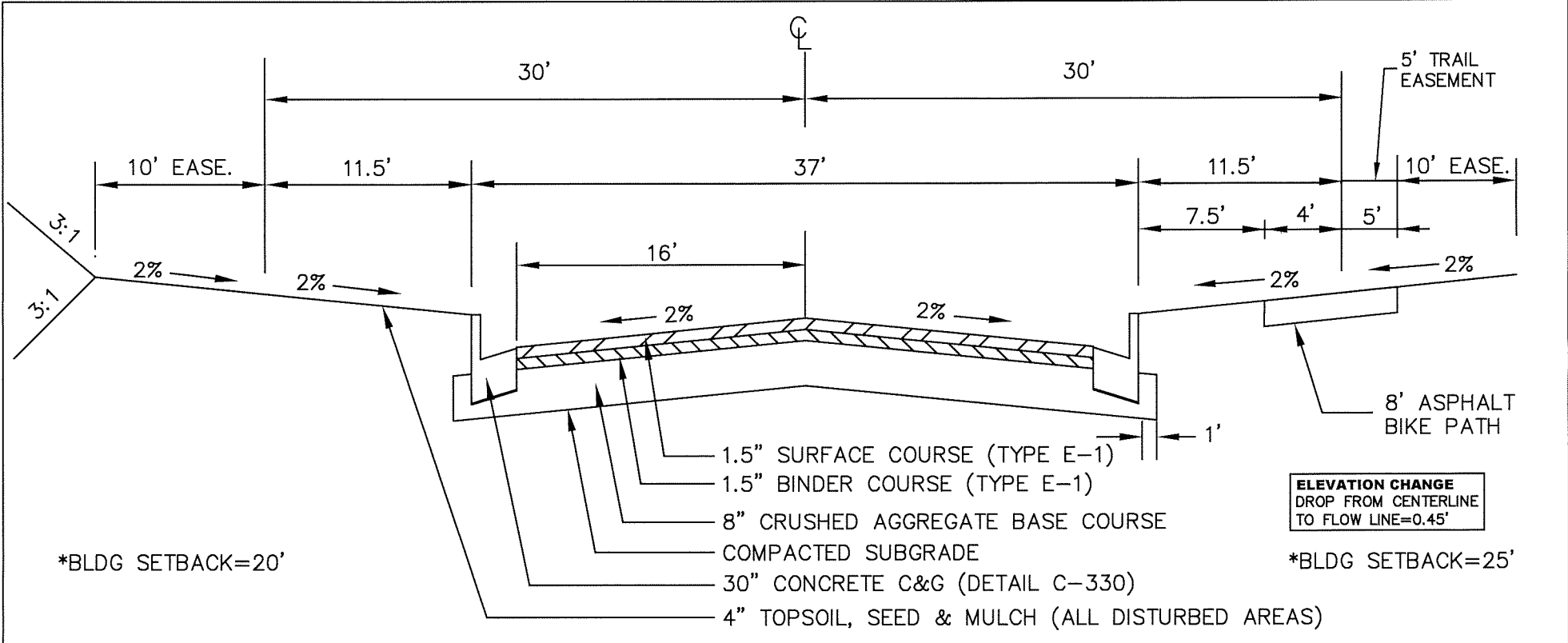
Personally came before me this 16th day of October, 2014, the above named Cody Filipczak to me known to be the person who executed the foregoing instrument and acknowledge the same.

  
\_\_\_\_\_  
\* Shirley E. Tibbitts  
Notary Public, State of Wisconsin  
My Commission is permanent. (If not, state expiration date:  
February 7, 2016.)



This instrument was drafted by:  
  
Michael J. Vinopal, Attorney at Law  
Vinopal Law Office

**ROAD CROSS-SECTIONS  
&  
TYPICAL LOT LAYOUT WITH SETBACKS**

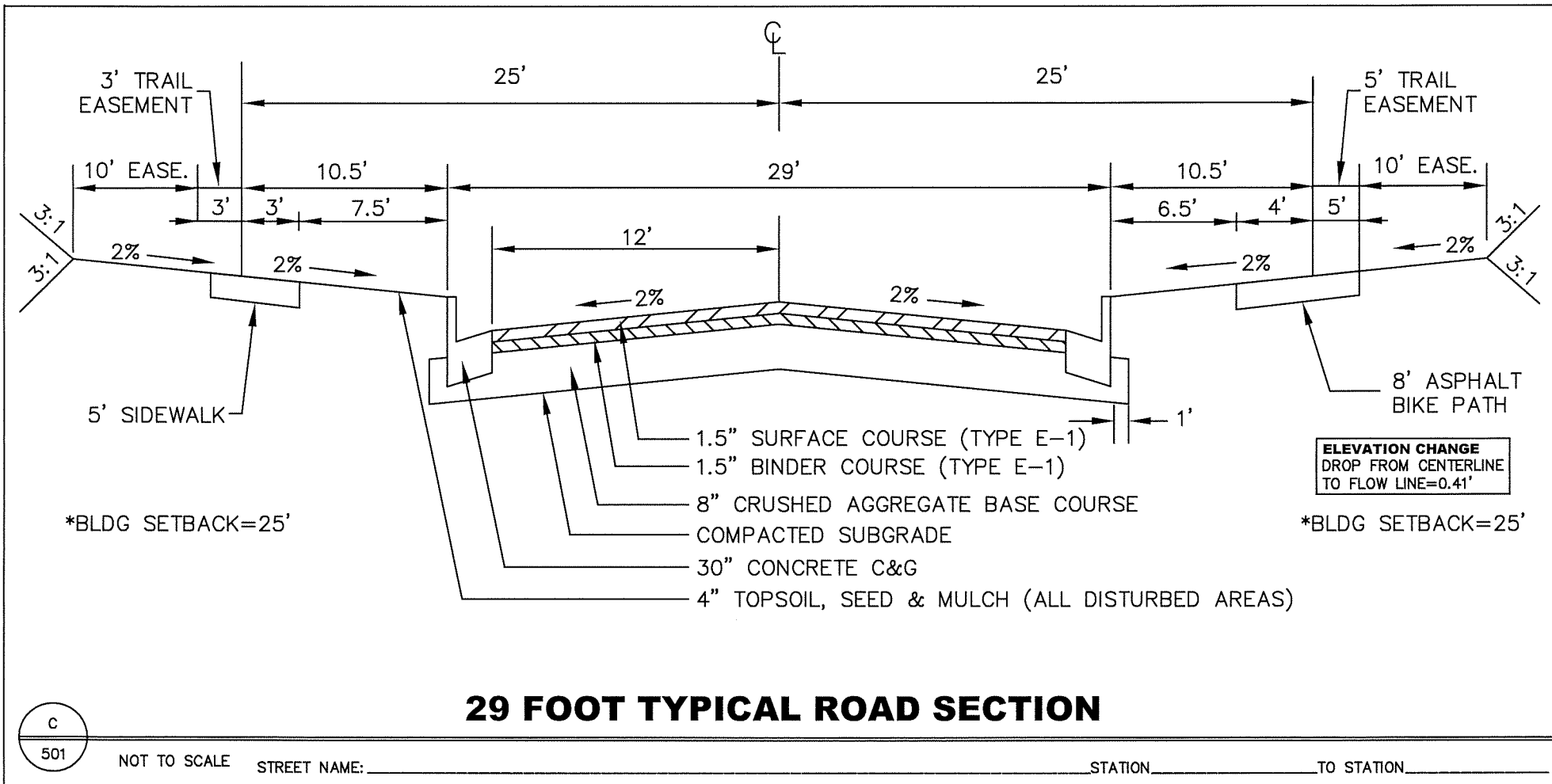


**37 FOOT TYPICAL ROAD SECTION**

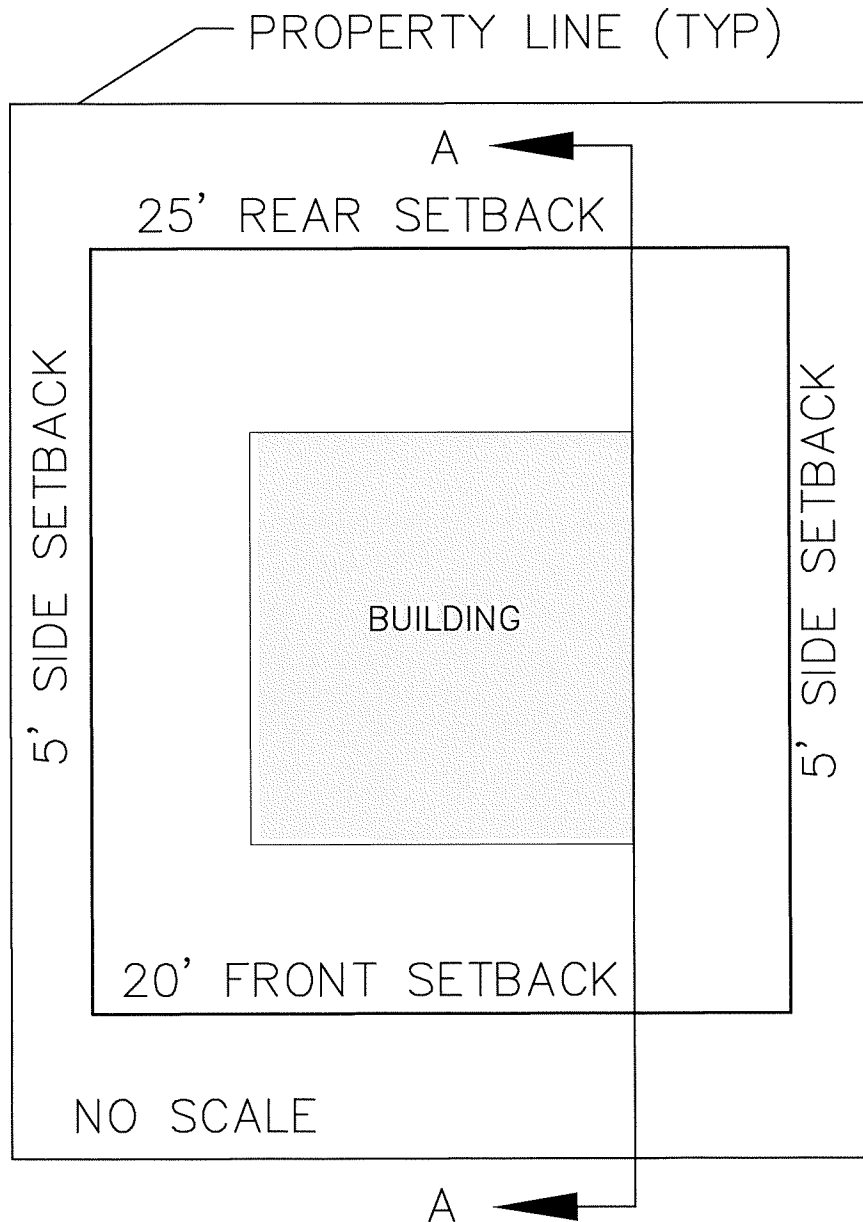
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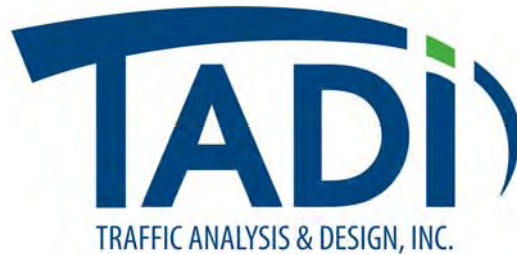
STREET NAME: ST. ANDREWS DR. STATION \_\_\_\_\_ TO STATION \_\_\_\_\_



# TYPICAL LOT LAYOUT & SETBACKS



NOTE: FRONT SETBACK WILL BE 25' IF THERE IS A TRAIL OR S/W PRESENT ALONG THE R.O.W.



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PROVIDING TRAFFIC ENGINEERING SOLUTIONS

## TRAFFIC MEMORANDUM

**Date:** February 12, 2019

**To:** Sean Bohan, P.E., AEC

**From:** Don Lee, P.E.  
John A. Bieberitz, P.E., PTOE  
Traffic Analysis & Design, Inc.

**Cc:**

**Subject:** The Hillcrest Development, City of Altoona – Supplemental Analysis

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### PART A – INTRODUCTION

Over the past several years, build out of the Hillcrest Country Club property located south of United States Highway (USH) 12 between USH 53 and County Trunk Highway (CTH) A in the City of Altoona, Eau Claire County, has progressed. A traffic impact analysis (TIA) dated May 15, 2013; analyzing the adjacent USH 12 intersections was previously prepared for and approved by WisDOT and the City of Altoona. In addition, a supplemental traffic study was completed in August of 2018 adjusting the planned uses to include a convenience market/gas station near the USH 12 intersection with 10<sup>th</sup> Street. Recently the eastern portion of the site plan has been revised to modify the residential land use mix and the city has requested an additional analysis looking at the full build out of the site with the revised residential uses. In addition, a roundabout has been proposed at the eastern edge of the site, located immediately south of the USH 12 intersection with CTH A. The City of Altoona along with the WisDOT has requested an analysis of the queueing at the potential roundabout and at the south approach of the USH 12 intersection with CTH A to determine the optimal location of the potential roundabout.

[Exhibit 1-1A](#) shows the project overview, [Exhibit 1-1B](#) shows the overall Hillcrest site plan and [Exhibit 1-1C](#) shows the proposed site plan for the revised eastern portion of the site under the full build condition. As stated above, this study builds off the previously approved TIA, dated May 15, 2013 and the updated technical memorandum, dated August 31, 2018; completed per WisDOT and City of Altoona requirements. Subsequent to the approval of these documents, the City of Altoona has requested that additional traffic generated from the Windsor Forest residential development be included in the analysis. [Exhibit 1-1D](#) shows the area for the potential Windsor Forest off-site development.

This technical memorandum documents the procedures and findings of the traffic analysis. The analysis was completed for the year 2030 full build traffic volume conditions during the weekday morning and weekday afternoon peak hours.

## **PART B – MODIFIED BUILD OUT TRAFFIC VOLUMES**

### ***On-Site Land Use Assumptions***

As stated in the previous TIA, the previously approved full build out included the following land uses:

#### *Year 2024 Full Build (Previous TIA and Technical Memorandum)*

- *7.0-Acre Multi-Family Site:* Senior Housing – 145 dwelling units (du);
- *Luxury Lots:* Single-Family Homes – 162 du;
- *3.15-Acre Retail:* Super Convenience Market/Gas Station – 4,816 sf with 12 pumping stations;
- *Country Club Building:* Quality Restaurant – 10,000 square feet (sf);
- *8.5-Acre Multi-Family Site:* 120 du apartments;
- *5.0-Acre Multi-Family Site:* 60 du condominiums; and
- *Southwest Corner of McCann Drive:* 42 du bay homes; and
- *Northeast Corner of Site:* Shopping Center – 33,700 sf.

Subsequent to the approval of the TIA, the eastern portion of the site plan has been revised to modify the residential land use mix. Therefore, the following revised land uses were utilized in the current study (changes shown in **bold**):

#### *Year 2030 Full Build (Current Study)*

- *7.0-Acre Multi-Family Site:* Senior Housing – 145 dwelling units (du);
- *Luxury Lots:* Single-Family Homes – **184 du**;
- *3.15-Acre Retail:* Super Convenience Market/Gas Station – 4,816 sf with 12 pumping stations;
- *Country Club Building:* Quality Restaurant – 10,000 square feet (sf);
- *8.5-Acre Multi-Family Site:* 120 du apartments;
- *5.0-Acre Multi-Family Site:* **storm water area**;
- *Southwest Corner of McCann Drive:* **21 du bay homes**; and
- *Northeast Corner of Site:* Shopping Center – 33,700 sf.

It is noted that the previous study (completed in 2013) examined the year 2024 future build scenario. Per WisDOT, this technical memorandum looks at the full build out (year 2030) traffic scenario which includes the full build out of the site including the revised residential land uses within the eastern portion of the site.

### ***Off-Site Land Use Assumptions***

According to the City of Altoona, the following land uses are assumed for the potential Windsor Forest off-site development:

#### *Year 2030 Full Build*

- Single-Family Homes – 25 du
- Apartments - 40 du
- *Commercial* – 11,000 sf

In addition, the following existing residential properties with the existing Windsor Forest residential neighborhood were utilized to determine the existing traffic that would be expected to divert to the traffic signal at the USH 12 intersection at CTH A/3<sup>rd</sup> Street with a new connection to Windsor Forest Drive:

#### *Existing Uses*

- Single-Family Homes – 38 du
- Townhouses - 20 du

### ***Trip Generation and Trip Assignment with revised parcel***

As shown in [Exhibit 4-3C](#), the existing Windsor Forest residential neighborhood is expected to generate a total of 540 daily new trips (270 in/270 out), 40 weekday morning peak hour new trips (10 in/30 out) and 55 weekday evening peak hour new trips (35 in/20 out) under current conditions. Assuming 75-percent of this traffic would be expected to utilize the USH 12 intersection at CTH A/3<sup>rd</sup> Street, the diverted trips were distributed onto the transportation network as shown in [Exhibits 4-7A.1](#).

As shown in [Exhibit 4-3D](#), the Windsor Forest potential off-site development is expected to generate a total of 1,890 daily new trips (945 in/945 out), 200 weekday morning peak hour new trips (105 in/95 out) and 155 weekday evening peak hour new trips (80 in/75 out) under full build conditions. Assuming 25-percent of this traffic would be expected to utilize the USH 12 intersection at CTH A/3<sup>rd</sup> Street, the new trips were distributed onto the transportation network as shown in [Exhibits 4-7A.2](#).

As shown in [Exhibit 4-3B](#), after pass-by trip reductions, year 2030 full build out of the site with the revised residential land uses included is expected to generate a total of 10,690 daily new trips (5,345 in/5,345 out), 755 weekday morning peak hour new trips (335 in/420 out) and 930 weekday evening peak hour new trips (520 in/410 out) under full build conditions. The new, pass-by and driveway trips were distributed onto the transportation network per the previously approved TIA assumptions and are shown in [Exhibits 4-6A.1, 4-6A.2 and 4-6A.3](#).

When compared to the previously approved technical memorandum (which included a convenience market/gas station at the 3.15 acre parcel), the current trip generation (which includes the revised residential land uses) is expected to include an increase of 1,700 daily new trips (850 in/850 out), 140 weekday morning peak hour new trips (90 in/50 out) and 145 weekday evening peak hour new trips (70 in/75 out) under full build conditions.

Additionally, a future connection of CTH A/3<sup>rd</sup> Street south to Gateway Drive was considered as part of the previously approved TIA under full build (with Hillcrest full-build and off-site development) traffic volumes. Year 2030 scenario one build traffic volumes



assume no connection to Gateway Drive, while Year 2030 scenario two build volumes assume the connection occurs. Therefore; the new, pass-by and driveway trips under Scenario two were distributed onto the transportation network per the previously approved TIA assumptions and are shown in [Exhibits 4-6B.1, 4-6B.2 and 4-6B.3](#).

Forecasts provided by WisDOT were utilized to determine the Year 2030 forecast traffic volumes. Per the WisDOT forecasts, a 1.3-percent yearly background growth factor was utilized to calculate the Year 2030 forecast traffic volumes. The Year 2030 forecast traffic volumes are included in [Exhibit 4-1A](#). Per the previously approved 2013 TIA, an offsite development was included in the background traffic volumes; therefore, the Year 2030 background traffic volumes, which include the identified offsite development, are included in [Exhibit 4-1B](#).

The Year 2030 scenario one build traffic volumes ([Exhibit 5-4](#)) were determined by adding the Year 2030 background traffic volumes ([Exhibit 4-1B](#)) to the Hillcrest full build scenario one driveway trips ([Exhibit 4-6A.3](#)), the existing Windsor Forest residential neighborhood diverted trips ([Exhibits 4-7A.1](#)) and the Windsor Forest potential off-site development new trips ([Exhibits 4-7A.2](#)).

As stated above, under scenario two, a future connection of CTH A/3<sup>rd</sup> Street south to Gateway Drive was considered under full build (with Hillcrest full-build and off-site development) traffic volumes. The Year 2030 future year peak hour volumes (PHV) along the Gateway Drive extension were calculated utilizing the WisDOT provided forecast AADT volumes and K30 factor. The calculated Year 2030 future year AADT volume was calculated at 14,300 vehicles per day (vpd) which calculates to a PHV of 1,780 vehicles per hour. These volumes were distributed onto the transportation network per the previously approved TIA assumptions. Utilizing these PHV's, a sensitivity analysis was completed looking at lower AADT volumes (and their subsequent PHV's) along the extension. Therefore, utilizing an iterative process, an analysis was completed for PHV's calculated assuming 10-percent incrementally lower AADT volumes (i.e. 90% of 14,300-vpd is 13,100-vpd; 80% of 14,300-vpd is 11,700-vpd; etc.).

The Year 2030 scenario two build traffic volumes under the incrementally lower peak hour volumes ([Exhibits 5-13A thru 5-14I](#)) were determined by adding the Year 2030 background traffic volumes ([Exhibit 4-1B](#)) to the Hillcrest full build scenario two driveway trips ([Exhibit 4-6B.3](#)) and the scenario two redistribution of Year 2030 background traffic volumes for each of the respective incrementally lower PHV's along the Gateway Drive connection. In addition, based on comments from the City of Altoona and WisDOT, the existing Windsor Forest residential neighborhood diverted trips ([Exhibits 4-7A.1](#)) and the Windsor Forest potential off-site development new trips ([Exhibits 4-7A.2](#)) were also included under the Year 2030 scenario two (based on 70-percent of WisDOT AADT estimate of 10,200-vpd) Total traffic volumes ([Exhibit 5-13D](#)).

## **PART C – OPERATIONAL ANALYSIS**

The study area intersections were analyzed based on the procedures set forth in the *2010 Highway Capacity Manual* (HCM). Intersection operation is defined by “level of service”. Level of Service (LOS) is a quantitative measure that refers to the overall quality of flow at an intersection ranging from very good, represented by LOS ‘A’, to very poor, represented by LOS ‘F’. For the purpose of this study, LOS D was used to define desirable peak hour

operating conditions. This is the typical standard used by most municipalities as well as WisDOT for the typical urban conditions that exist at this location.

***Traffic Operating Conditions – With Modifications***

Modifications to accommodate the year 2030 full build traffic (full build Hillcrest development with the revised residential uses and off-site development) are summarized in the next section. The following list outlines where the expected peak hour operating conditions at the study area intersections, *with modifications*, can be found. Note that under the Year 2030 scenario one build traffic volumes; two geometric scenarios are analyzed including:

*Scenario 1A – No changes to the existing northbound or southbound lanes at the USH 12 intersection with CTH A/3<sup>rd</sup> Street.*

*Scenario 1B – Modifications to the existing northbound or southbound lanes at the USH 12 intersection with CTH A/3<sup>rd</sup> Street including a dedicated left-turn lane and a shared through/right-turn lane on the south approach as well as a dedicated left-turn lane, a dedicated through lane and a dedicated right-turn lane on the north approach.*

In addition, under the Year 2030 scenario two build traffic volumes, the incrementally lower peak hour volumes for each of the analysis scenarios (100%, 90%, 80%, etc.) are also shown. The tables included in the exhibits also include the expected queue lengths for each of the movements at the two study area intersections. To estimate storage length requirements for turn bays at the study area intersections with modifications, the 50<sup>th</sup> percentile and 95<sup>th</sup> percentile probable queue lengths were used for the design of turn bay storage at the intersections. It is noted that the saturation flow rates for the through movements at the signalized USH 12 intersection with CTH A/3<sup>rd</sup> Street have been updated per the *WisDOT TEOpS Section 16-15-5.2.2*. The flow rate calculation backup data as well as the Synchro analysis outputs are included in the appendices of this report.

Note that under each of the scenario two analysis scenarios, the proposed drive intersection with CTH A/3<sup>rd</sup> Street was analyzed under two-way stop control and roundabout control. All-way stop control was also considered; however, due to the higher north/south volumes, all-way stop control is not expected to be warranted under any build scenario. Operations and queueing results are shown for the other two traffic control options at this southern intersection; specifically, two-way stop control and roundabout control.

[Exhibit 5-4A](#) – Year 2030 Scenario 1A (no southern Gateway Drive connection)  
Build Traffic Operations – With Modifications

[Exhibit 5-4B](#) – Year 2030 Scenario 1B (no southern Gateway Drive connection)  
Build Traffic Operations – With Additional Modifications (additional turn lanes at USH 12/CTH A intersection)

[Exhibit 5-13A](#) – Year 2030 Scenario Two (AADT of 14,600) Total Traffic  
Operations – With Modifications

[Exhibit 5-13B](#) – Year 2030 Scenario Two (AADT of 13,100) Total Traffic  
Operations – With Modifications

[Exhibit 5-13C](#) – Year 2030 Scenario Two (AADT of 11,700) Total Traffic  
Operations – With Modifications

[Exhibit 5-13D](#) – Year 2030 Scenario Two (AADT of 10,200) Total Traffic Operations – With Modifications

[Exhibit 5-13E](#) – Year 2030 Scenario Two (AADT of 8,800) Total Traffic Operations – With Modifications

[Exhibit 5-13F](#) – Year 2030 Scenario Two (AADT of 7,300) Total Traffic Operations – With Modifications

[Exhibit 5-13G](#) – Year 2030 Scenario Two (AADT of 5,800) Total Traffic Operations – With Modifications

[Exhibit 5-13H](#) – Year 2030 Scenario Two (AADT of 4,400) Total Traffic Operations – With Modifications

[Exhibit 5-13I](#) – Year 2030 Scenario Two (AADT of 2,900) Total Traffic Operations – With Modifications

## **PART D – RECOMMENDATIONS**

A future connection of CTH A/3<sup>rd</sup> Street south to Gateway Drive is considered under Year 2030 build (full build Hillcrest development with the revised residential uses and off-site development) traffic volumes. Year 2030 scenario one build traffic volumes assume no connection to Gateway Drive, while Year 2030 scenario two build volumes assume the connection occurs.

The following modifications are recommended under Year 2030 build (full build Hillcrest development with the revised residential uses and off-site development) traffic volumes. Note that the modifications, above and beyond the previously approved modifications shown in the previously approved August 31, 2018 technical memorandum; are shown in **bold** below. The following modifications, shown in [Exhibit 1-6](#), are recommended to accommodate the Year 2030 scenario one traffic volumes. Modifications under Scenario two, also shown in [Exhibit 1-6](#), are recommended to accommodate the Year 2030 scenario two traffic volumes which include an extension of Gateway Drive to the south. *Modifications are for jurisdictional consideration and are not legally binding. WisDOT and the City of Altoona reserve the right to determine alternative solutions.*

### **Scenario One Modifications**

#### **USH 12 & CTH A/3<sup>rd</sup> Street**

- **Provide an exclusive USH 12 eastbound right-turn lane.**
- No additional modifications are expected to be necessary at this intersection as the intersection is expected to operate acceptably under split phasing. However, to account for the potential of higher traffic generating land uses for the commercial lots within the site, the following could be considered at this intersection:
  - **Reconstruct the south leg of the CTH A/3rd Street intersection to provide for a dedicated left-turn lane and a shared through/right-turn lane with the left-turn lanes aligned for neutral offset with the southbound left-turn lane on the north leg of CTH A/3rd Street.**
  - **Reconstruct the north leg of the CTH A/3rd Street intersection to provide for a dedicated left-turn lane, a dedicated through lane**

**and a dedicated right-turn lane with the left-turn lanes aligned for neutral offset with the northbound left-turn lane on the south leg of CTH A/3rd Street**

- **Eliminate the northbound/southbound split signal phasing that currently exists.**
- **The traffic signal may continue to operate actuated-uncoordinated.**

*CTH A/3<sup>rd</sup> Street (Gateway Drive) & Development Drive*

- **Consider constructing this intersection at a location to allow for a minimum of approximately 300-feet of queue storage on the south approach of the adjacent USH 12 intersection (based on 70-percent of WisDOT AADT estimate of 10,200-vpd).**
- **Consider realigning the private driveway to the east as the east leg of this new intersection.**
- **Provide one-way stop control on the west approach of the intersection.**

*Scenario Two Modifications*

Consideration should be given to reserving right-of-way for a future connection of 3<sup>rd</sup> Street to Gateway Drive to the south. Based on the iterative analysis completed as part of this study, consideration could be given to providing the following additional modifications to the two study area intersections in anticipation of the southern Gateway Drive extension:

*USH 12 & CTH A/3<sup>rd</sup> Street*

- **Provide an exclusive USH 12 eastbound right-turn lane.**
- **Reconstruct the south leg of the intersection to provide for a dedicated left-turn lane, a dedicated through lane and a dedicated right-turn lane.**
- **Reconstruct the north leg of the intersection to provide for a dedicated left-turn lane, a dedicated through lane and a dedicated right-turn lane.**

*CTH A/3<sup>rd</sup> Street (Gateway Drive) & Development Drive*

- **Consider constructing this intersection at a location to allow for a minimum of approximately 300-feet of queue storage on the south approach of the adjacent USH 12 intersection (based on 70-percent of WisDOT AADT estimate).**
- **Provide single lane roundabout control.**

It is noted that the recommendation to place the CTH A/3rd Street (Gateway Drive) intersection with the proposed development drive at the recommended location is based on the results of the iterative analysis completed as part of this study as well as the geometric constraints located south of USH 12 along the proposed Gateway Drive; specifically, the location of Windsor Forest Drive to the south. The recommendation is based on the results of the analysis at 70-percent of the projected AADT traffic volumes. Even though the location of this intersection is recommended for consideration based on the analysis

completed as part of the study, WisDOT has final say on the final location and reserves the right for placement at an alternate distance than listed.

## **PART E – CONCLUSION**

All movements at the study area intersections are expected to operate safely and efficiently with full build of the Hillcrest development with the revised residential uses and identified off-site development and with the identified recommended modifications.

In summary, the additional modifications recommended with the revised residential uses, above and beyond the previously approved August 31, 2018 technical memorandum; include:

### **Scenario One Modifications**

#### **USH 12 & CTH A/3<sup>rd</sup> Street**

- **Provide an exclusive USH 12 eastbound right-turn lane.**
- No additional modifications are expected to be necessary at this intersection as the intersection is expected to operate acceptably under split phasing. However, to account for the potential of higher traffic generating land uses for the commercial lots within the site, the following could be considered at this intersection:
  - **Reconstruct the south leg of the CTH A/3rd Street intersection to provide for a dedicated left-turn lane and a shared through/right-turn lane with the left-turn lanes aligned for neutral offset with the southbound left-turn lane on the north leg of CTH A/3rd Street.**
  - **Reconstruct the north leg of the CTH A/3rd Street intersection to provide for a dedicated left-turn lane, a dedicated through lane and a dedicated right-turn lane with the left-turn lanes aligned for neutral offset with the northbound left-turn lane on the south leg of CTH A/3rd Street**
  - **Eliminate the northbound/southbound split signal phasing that currently exists.**
  - **The traffic signal may continue to operate actuated-uncoordinated.**

#### **CTH A/3<sup>rd</sup> Street (Gateway Drive) & Development Drive**

- **Consider constructing this intersection at a location to allow for a minimum of approximately 300-feet of queue storage on the south approach of the adjacent USH 12 intersection (based on 70-percent of WisDOT AADT estimate of 10,200-vpd).**
- **Consider realigning the private driveway to the east as the east leg of this new intersection.**
- **Provide one-way stop control on the west approach of the intersection.**

### **Scenario Two Modifications**

Consideration should be given to reserving right-of-way for a future connection of 3<sup>rd</sup> Street to Gateway Drive to the south. Based on the iterative analysis completed as part of this study, consideration could be given to providing the following additional

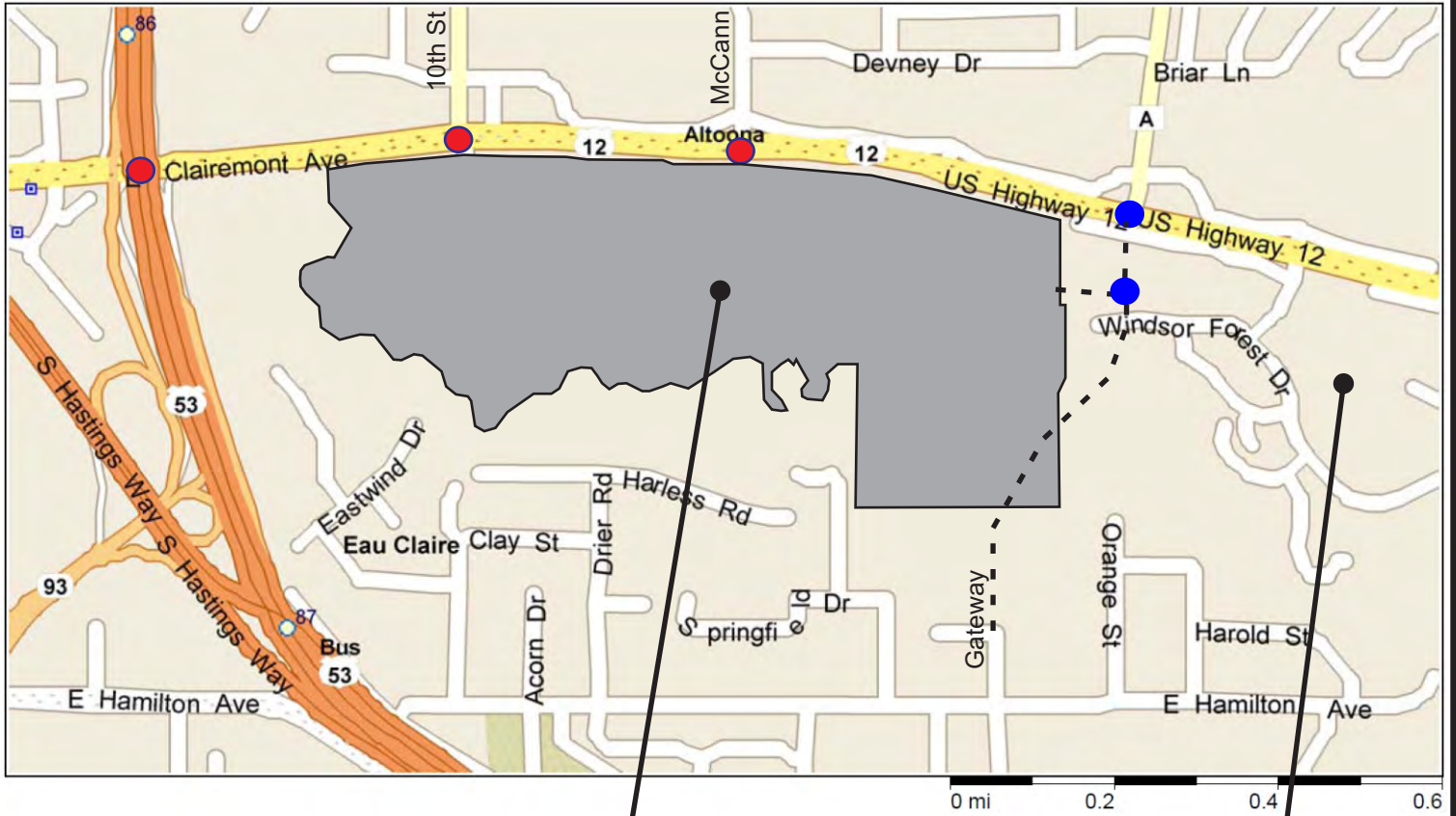
modifications to the two study area intersections in anticipation of the southern Gateway Drive extension:

*USH 12 & CTH A/3<sup>rd</sup> Street*

- **Provide an exclusive USH 12 eastbound right-turn lane.**
- **Reconstruct the south leg of the intersection to provide for a dedicated left-turn lane, a dedicated through lane and a dedicated right-turn lane.**
- **Reconstruct the north leg of the intersection to provide for a dedicated left-turn lane, a dedicated through lane and a dedicated right-turn lane.**

*CTH A/3<sup>rd</sup> Street (Gateway Drive) & Development Drive*

- **Consider constructing this intersection at a location to allow for a minimum of approximately 300-feet of queue storage on the south approach of the adjacent USH 12 intersection (based on 70-percent of WisDOT AADT estimate).**
- **Provide single lane roundabout control.**



**Hillcrest Development Site  
Location**

**Windsor Forest  
Neighborhood**

**LEGEND**

- Previous Study Area Intersection
- Current Study Area Intersection

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**Phase I  
 (West Portion)**

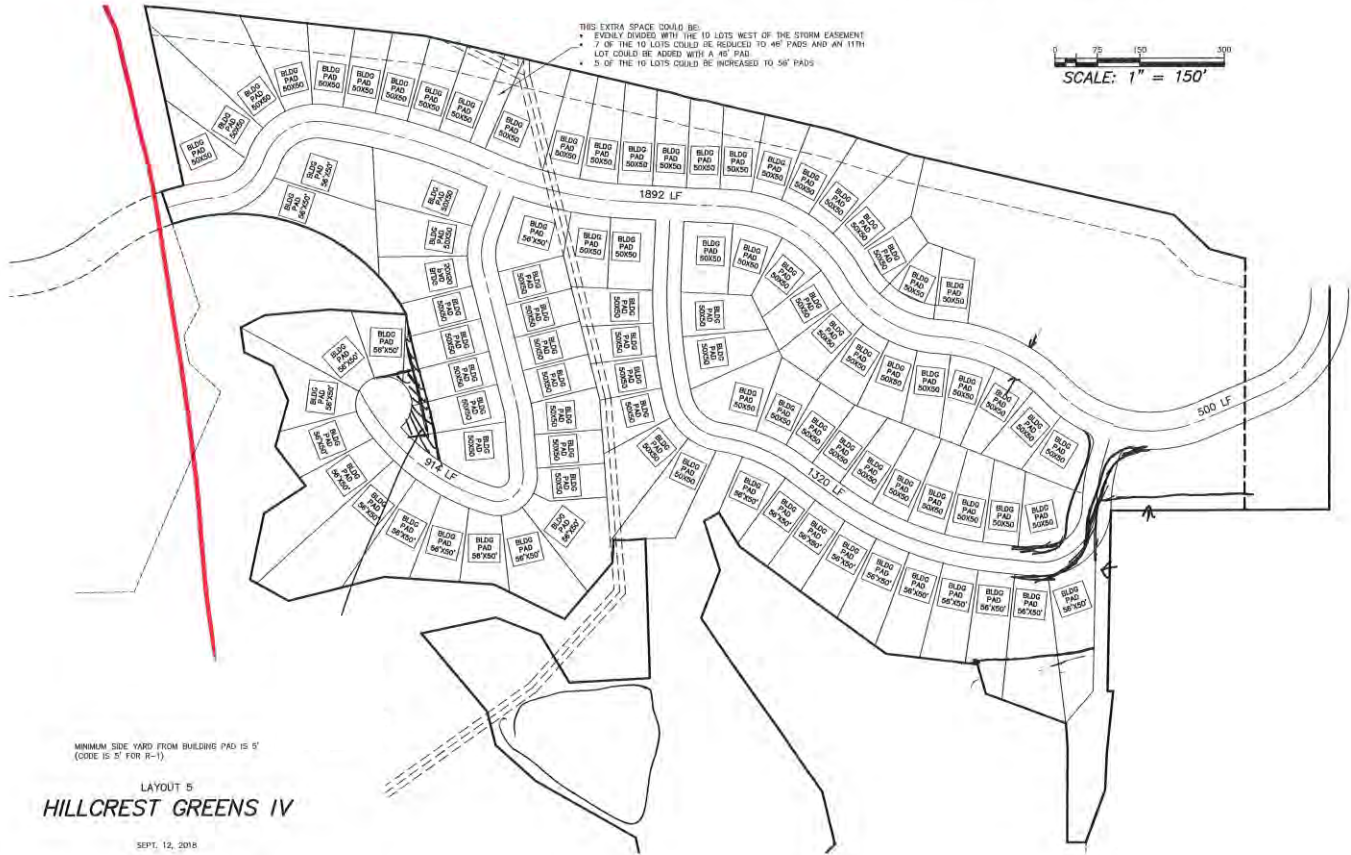
**Phase II  
 (East Portion)**

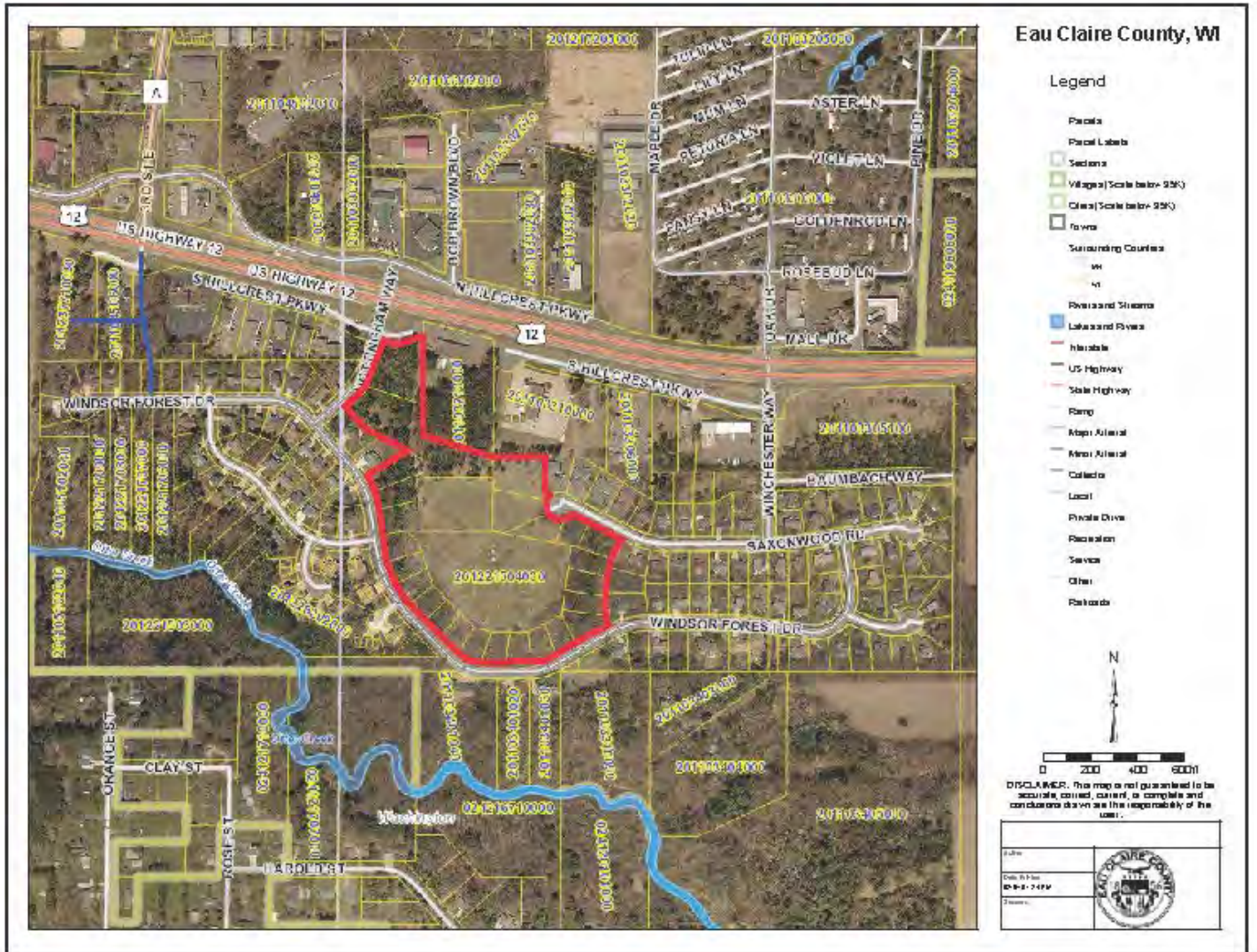


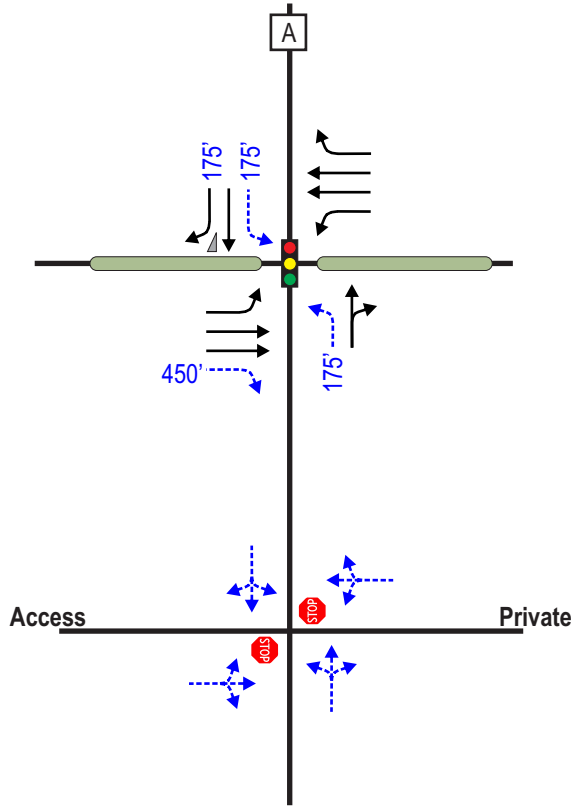




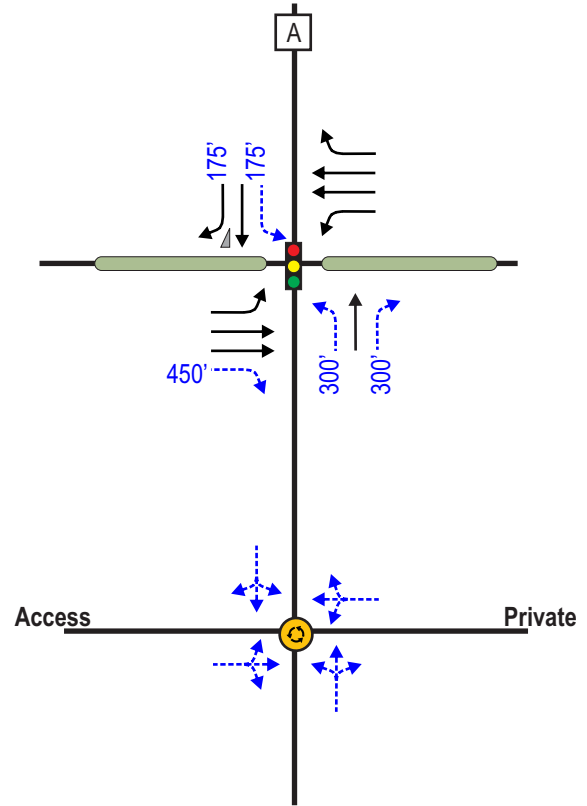
## Phase II (East Portion)







**Scenario I B**  
 (No Gateway Drive Extension)



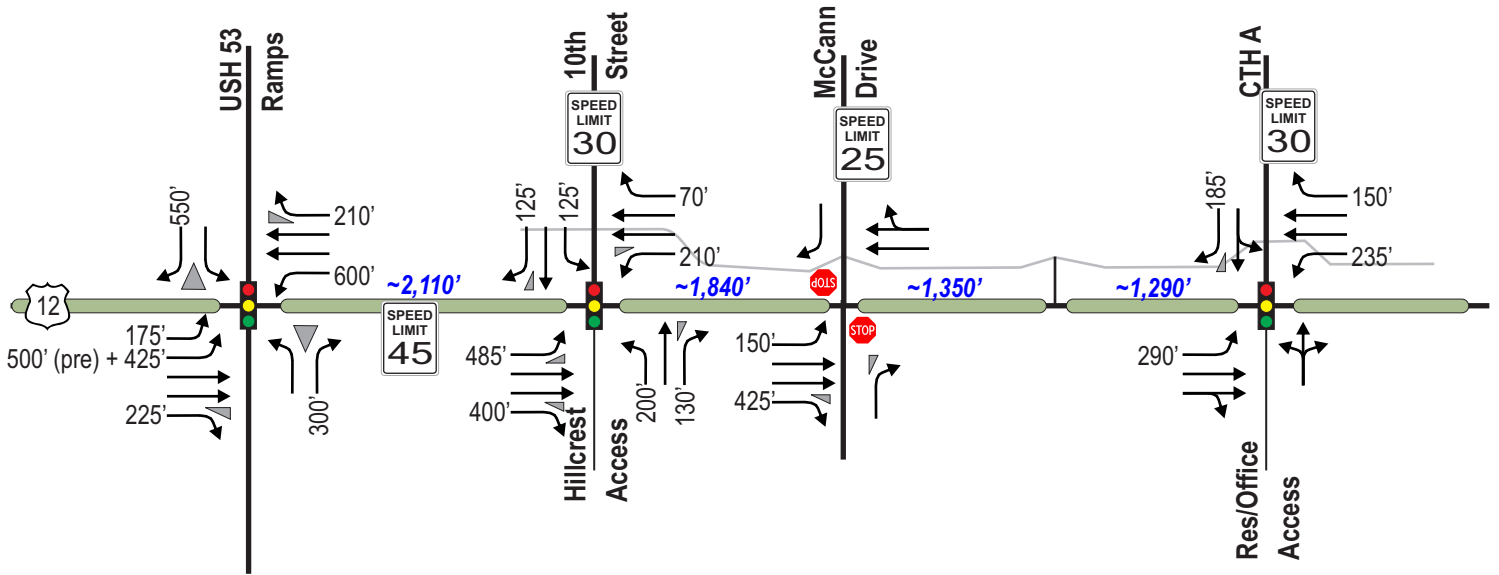
**Scenario II \*\***  
 (With Gateway Drive Extension)

\*\* Note that south approach turn bay lengths are based on 70% of DOT projected Gateway Drive AADT projections

**LEGEND**

- Traffic Signal
- Stop Sign
- Roundabout
- Year 2024 Build Traffic Lane Configuration
- XX'** Recommended Turn-Bay Storage (Feet)
- BLUE** TIA recommendations

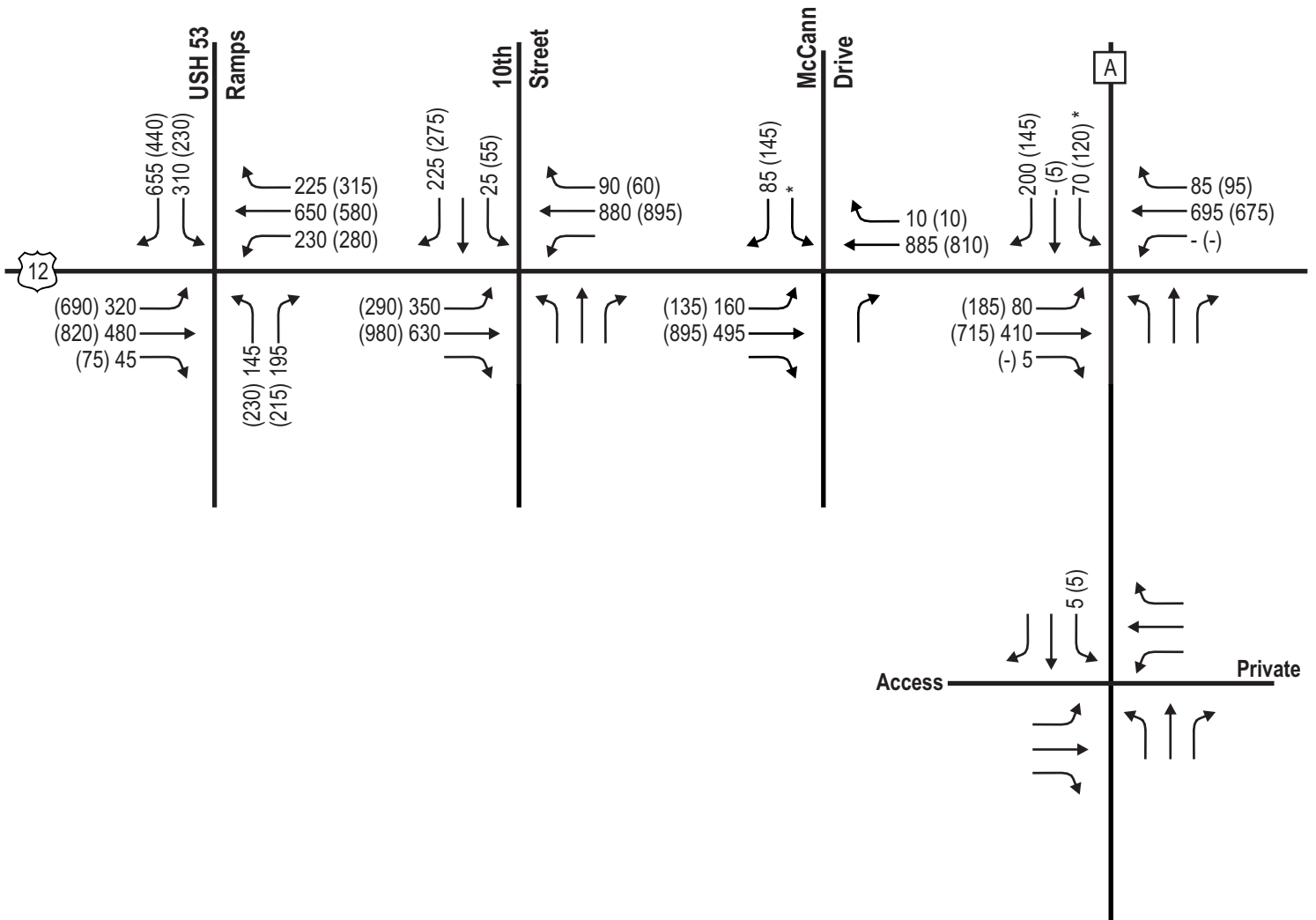




**LEGEND**

- Traffic Signal
- Stop Sign
- Existing Lane Configuration
- Existing Turn-Bay Storage (in Feet)
- Approximate Intersection Spacing (in Feet)



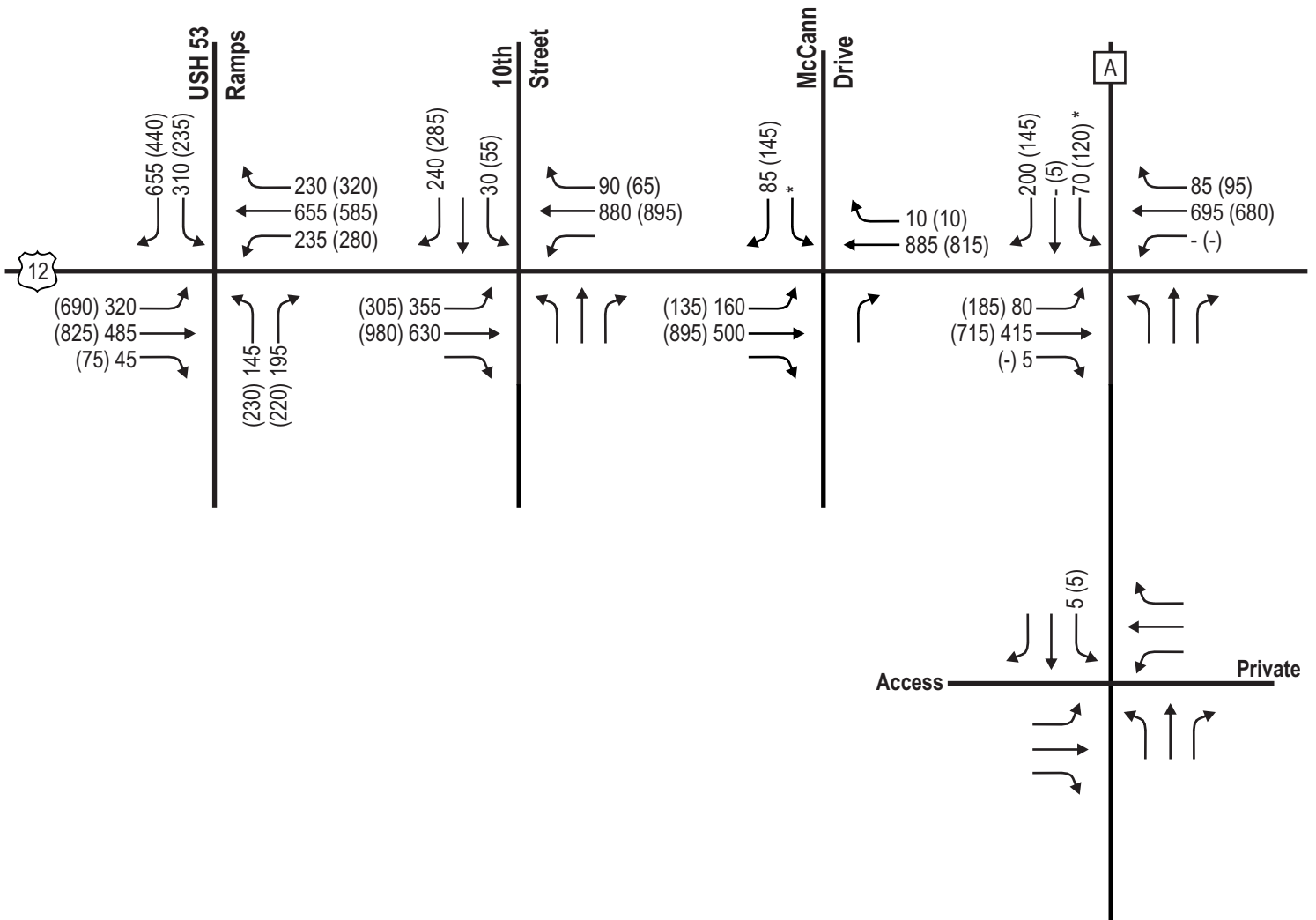


**LEGEND**

- XX Weekday AM Peak Hour (7:15 - 8:15 AM)
- (XX) Weekday PM Peak Hour (4:30 - 5:30 PM)
- Negligible - Fewer than 2 vehicles per hour

\* SB right-turn movement restricted after traffic counts were completed in 2013, right-turn volumes were assumed to divert to SB right-turn at CTH A, volumes at CTH A were updated accordingly





**LEGEND**

- XX Weekday AM Peak Hour (7:15 - 8:15 AM)
- (XX) Weekday PM Peak Hour (4:30 - 5:30 PM)
- Negligible - Fewer than 2 vehicles per hour

\* SB right-turn movement restricted after traffic counts were completed in 2013, right-turn volumes were assumed to divert to SB right-turn at CTH A, volumes at CTH A were updated accordingly



**Exhibit 4-3B  
Hillcrest Full Build On-Site Trip Generation Table**

Land Use	ITE Code	Proposed Size	Weekday Daily	AM Peak			PM Peak		
				In	Out	Total	In	Out	Total
Senior Adult Housing	252	145 Units	540 (3.70)	10 (35%)	20 (65%)	30 (0.20)	20 (55%)	20 (45%)	40 (0.26)
Single Family Housing	210	184 Units	1,820 FTE	35 (25%)	100 (75%)	135 FTE	115 (63%)	65 (37%)	180 FTE
Super Convenience Market/Gas Station *	960	4,816 SF	4,030	200	200	400	170	165	335
		12 Fuel Positions	(837.58)	(50%)	(50%)	(83.14)	(50%)	(50%)	(69.28)
Quality Restaurant	931	10 x 1,000 SF	840 (83.84)	5 (55%)	0 (45%)	5 (0.73)	55 (67%)	25 (33%)	80 (7.80)
Apartments (Low-Rise)	220	120 Units	870 FTE	15 (23%)	40 (77%)	55 FTE	45 (63%)	25 (37%)	70 FTE
Condominiums (Low-Rise)	220	Units	0 FTE	0 (23%)	0 (77%)	0 FTE	0 (63%)	0 (37%)	0 FTE
Bay Homes (Low-Rise)	220	21 Units	120 FTE	0 (23%)	10 (77%)	10 FTE	10 (63%)	5 (37%)	15 FTE
Shopping Center	820	33.7 x 1,000 SF	2,870 FTE	105 (62%)	65 (38%)	170 FTE	120 (48%)	125 (52%)	245 FTE
<b>Total Driveway Trips</b>			<b>11,090</b>	<b>370</b>	<b>435</b>	<b>805</b>	<b>535</b>	<b>430</b>	<b>965</b>
Minus Pass-by Trips (960) 20%			810	40	40	80	35	35	70
<b>Total New Trips</b>			<b>10,280</b>	<b>330</b>	<b>395</b>	<b>725</b>	<b>500</b>	<b>395</b>	<b>895</b>

FTE = Utilized Fitted Curve Equation from ITE Trip Gen Manual, 10th Edition

ITE LU931 - AM In/Out split is not provided. Used AM In/Out split of ITE LU932: High-Turnover Restaurant.

\* For Casey's Site: ITE Trip Rates (X.XX) or Fitted Curve Equations (FCE) are from ITE Trip Gen Manual, 10th Edition. When either trip rates or FCE were used to determine trip generation, the variable resulting in the highest number of trips for this study: AM, PM & daily trips were based on the size of convenience store. Nothing based on # of fueling positions.

**TRIP DISTRIBUTION, NO GATEWAY CONNECTION, Trips To/From:**

West on USH 12	30%	3080	100	115	150	115
East on USH 12	20%	2060	65	80	100	80
North on USH 53	20%	2060	65	80	100	80
South on USH 53	20%	2060	65	80	100	80
North on 10th Street	5%	510	15	20	25	20
North on CTH A	5%	510	20	20	25	20
	<b>100%</b>	<b>10280</b>	<b>330</b>	<b>395</b>	<b>500</b>	<b>395</b>

**TRIP DISTRIBUTION, WITH GATEWAY CONNECTION, Trips To/From:**

West on USH 12	30%	3080	100	115	150	115
East on USH 12	20%	2060	65	80	100	80
North on USH 53	20%	2060	65	80	100	80
South on USH 53	10%	1030	30	40	50	40
North on 10th Street	5%	510	15	20	25	20
North on CTH A	5%	510	20	20	25	20
South on Gateway Road	10%	1030	35	40	50	40
	<b>100%</b>	<b>10280</b>	<b>330</b>	<b>395</b>	<b>500</b>	<b>395</b>

**TRIP DISTRIBUTION (Pass-by Trips)**

West on USH 12	60%	25	25	20	20
East on USH 12	40%	15	15	15	15
		<b>40</b>	<b>40</b>	<b>35</b>	<b>35</b>



**Exhibit 4-3C  
 Existing Windsor Forest Trip Generation Table**

Land Use	ITE Code	Proposed Size	Weekday Daily	AM Peak			PM Peak		
				In	Out	Total	In	Out	Total
Townhouse (Low-Rise)	220	20 Units	110 FTE	0 (23%)	10 (77%)	10 FTE	10 (63%)	5 (37%)	15 FTE
Single Family Housing	210	38 Units	430 FTE	10 (25%)	20 (75%)	30 FTE	25 (63%)	15 (37%)	40 FTE
<b>Total New Trips</b>			<b>540</b>	<b>10</b>	<b>30</b>	<b>40</b>	<b>35</b>	<b>20</b>	<b>55</b>
<b>New Trips to Signal (75%)</b>			<b>405</b>	<b>5</b>	<b>20</b>	<b>30</b>	<b>25</b>	<b>15</b>	<b>40</b>

FTE = Utilized Fitted Curve Equation from ITE Trip Gen Manual, 10th Edition

***TRIP DISTRIBUTION, Trips To/From:***

West on USH 12	30%	125	5	5	10	5
East on USH 12	20%	80	0	5	5	5
North on USH 53	20%	80	0	5	5	0
South on USH 53	20%	80	0	5	5	5
North on 10th Street	5%	20	0	0	0	0
North on CTH A	5%	20	0	0	0	0
	<b>100%</b>	<b>405</b>	<b>5</b>	<b>20</b>	<b>25</b>	<b>15</b>





**Exhibit 4-3D  
 Windsor Forest Potential Off-site Trip Generation Table**

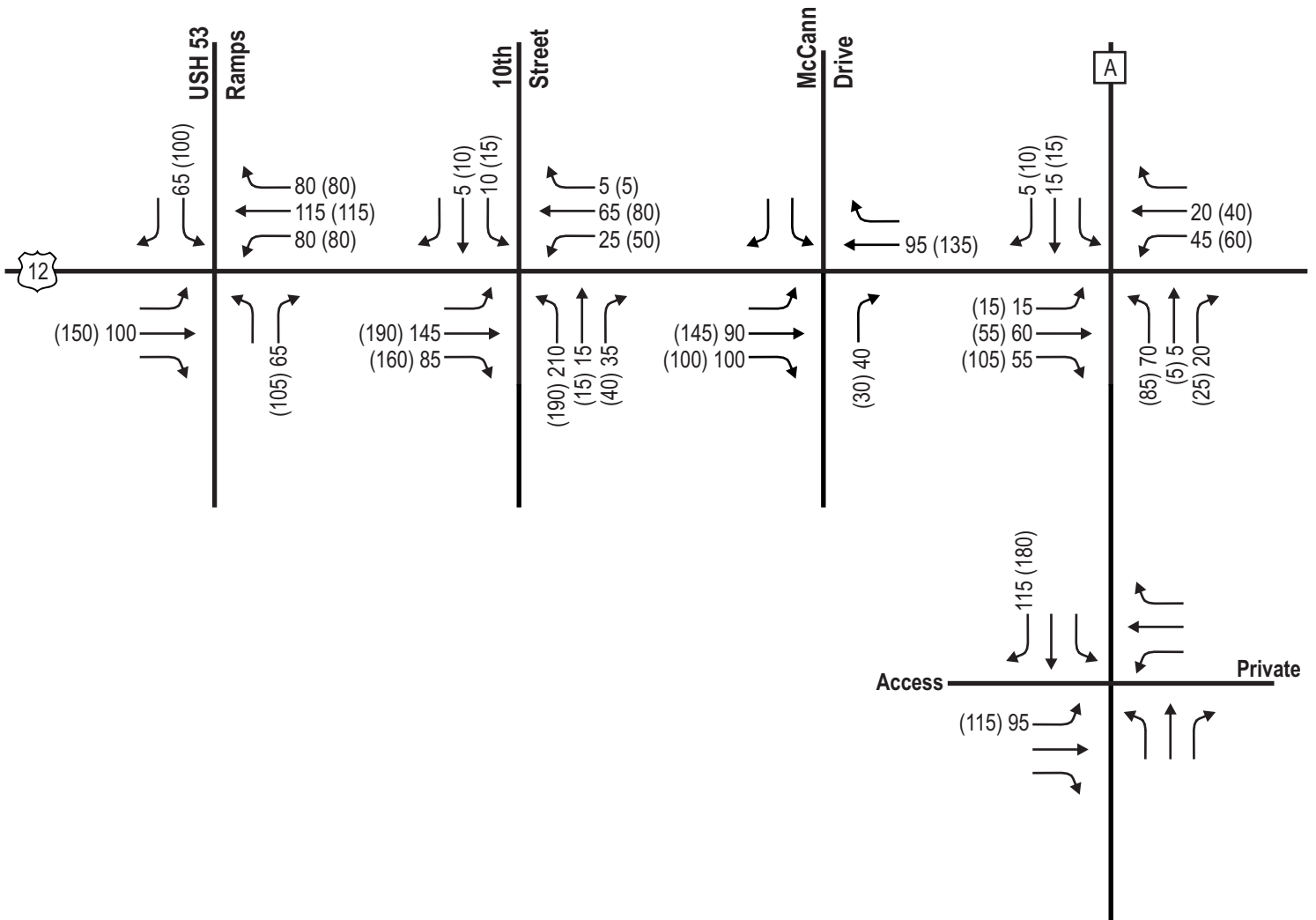
Land Use	ITE Code	Proposed Size	Weekday Daily	AM Peak			PM Peak		
				In	Out	Total	In	Out	Total
Apartments (Low-Rise)	220	40 Units	260 FTE	5 (23%)	15 (77%)	20 FTE	15 (63%)	10 (37%)	25 FTE
Single Family Housing	210	25 Units	290 FTE	5 (25%)	20 (75%)	25 FTE	15 (63%)	10 (37%)	25 FTE
Shopping Center	820	11.0 x 1,000 SF	1,340 FTE	95 (62%)	60 (38%)	155 FTE	50 (48%)	55 (52%)	105 FTE
<b>Total New Trips</b>			<b>1,890</b>	<b>105</b>	<b>95</b>	<b>200</b>	<b>80</b>	<b>75</b>	<b>155</b>
<b>New Trips to Signal (25%)</b>			<b>470</b>	<b>25</b>	<b>25</b>	<b>50</b>	<b>20</b>	<b>20</b>	<b>40</b>

FTE = Utilized Fitted Curve Equation from ITE Trip Gen Manual, 10th Edition

***TRIP DISTRIBUTION, NO GATEWAY CONNECTION, Trips To/From:***

West on USH 12	30%	145	10	10	5	5
East on USH 12	20%	95	5	5	5	5
North on USH 53	20%	95	5	5	5	5
South on USH 53	20%	95	5	5	5	5
North on 10th Street	5%	20	0	0	0	0
North on CTH A	5%	20	0	0	0	0
	<b>100%</b>	<b>470</b>	<b>25</b>	<b>25</b>	<b>20</b>	<b>20</b>

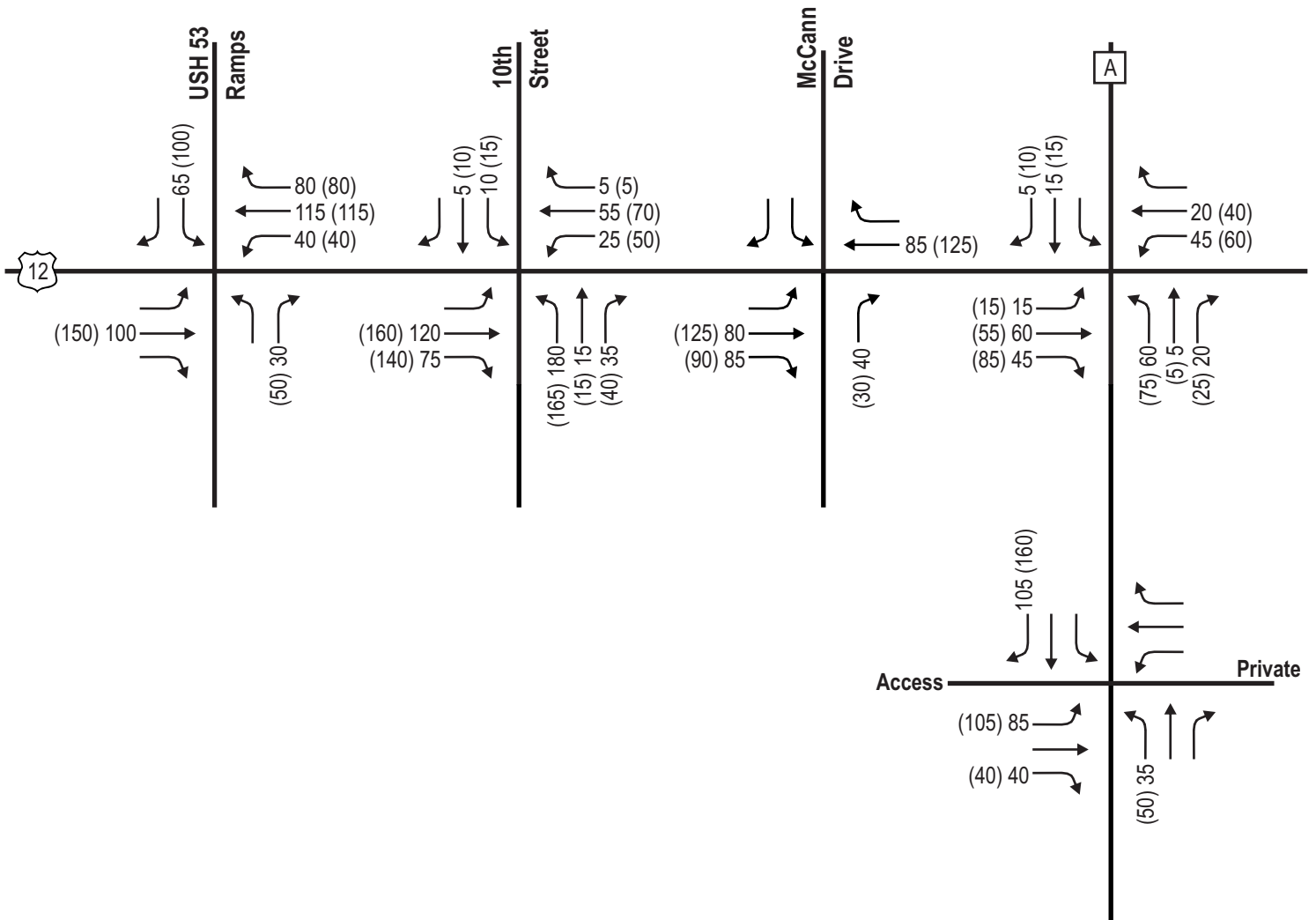


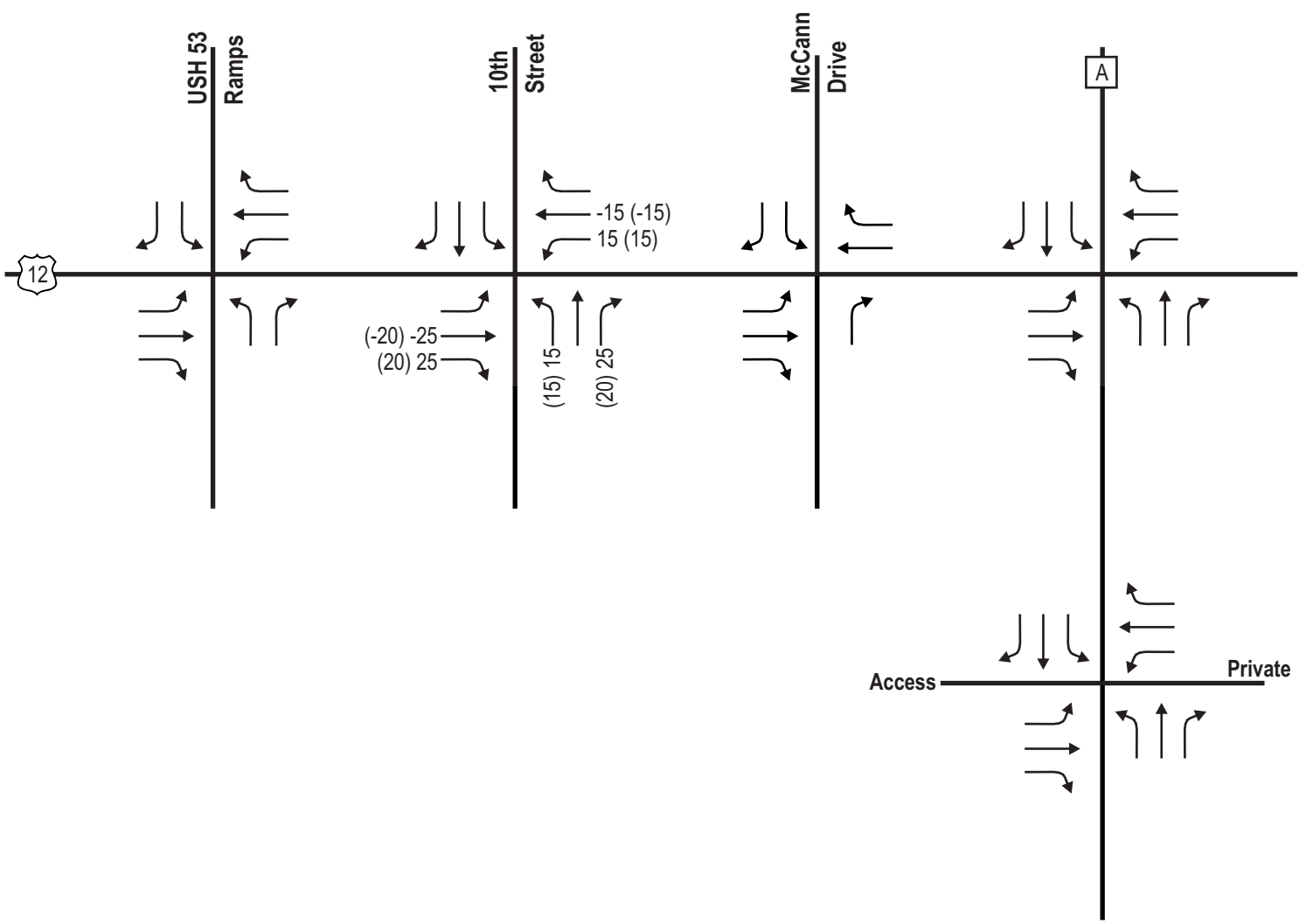


**LEGEND**

- XX Weekday AM Peak Hour (7:15 - 8:15 AM)
- (XX) Weekday PM Peak Hour (4:30 - 5:30 PM)
- Negligible - Fewer than 2 vehicles per hour

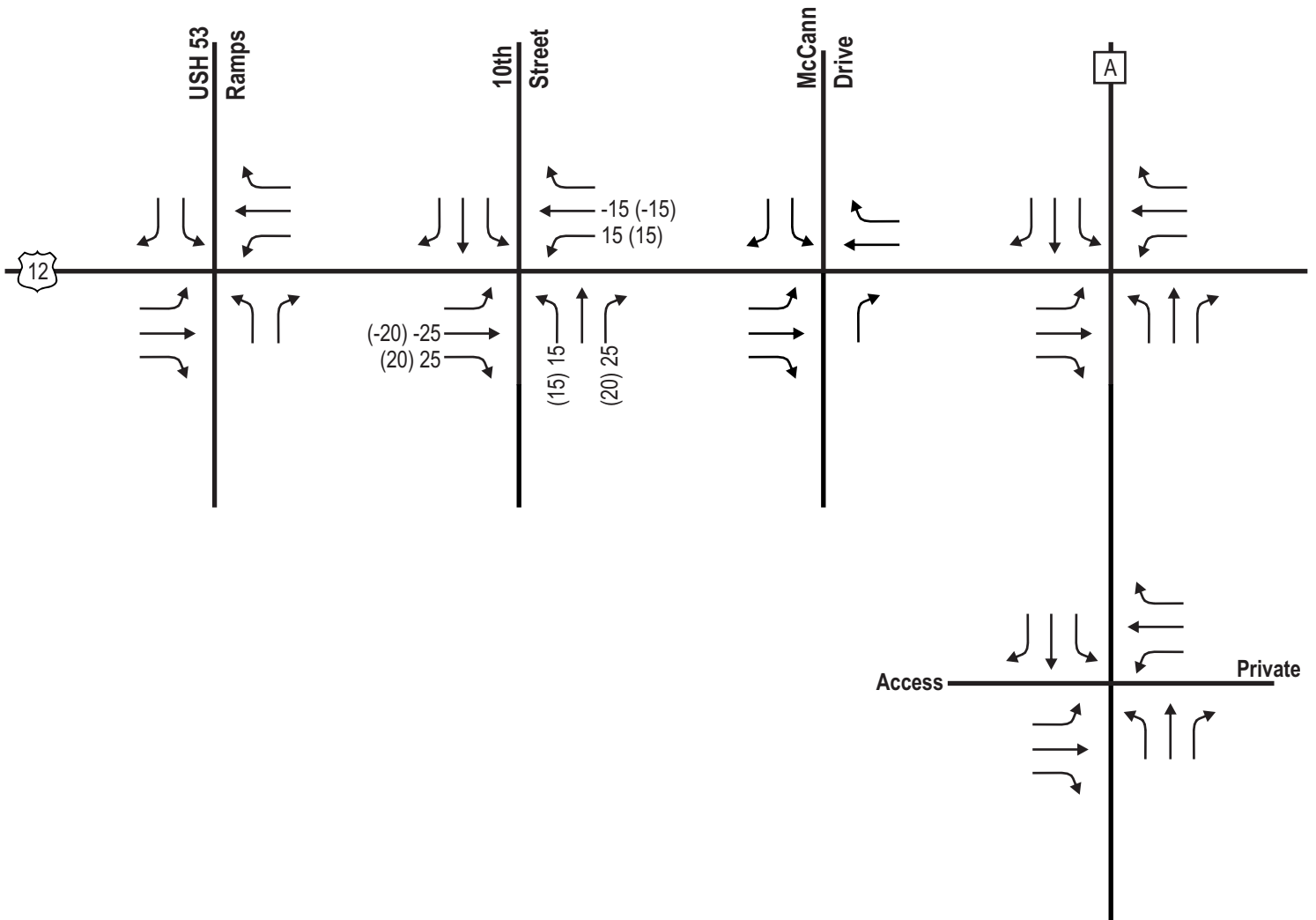






**LEGEND**

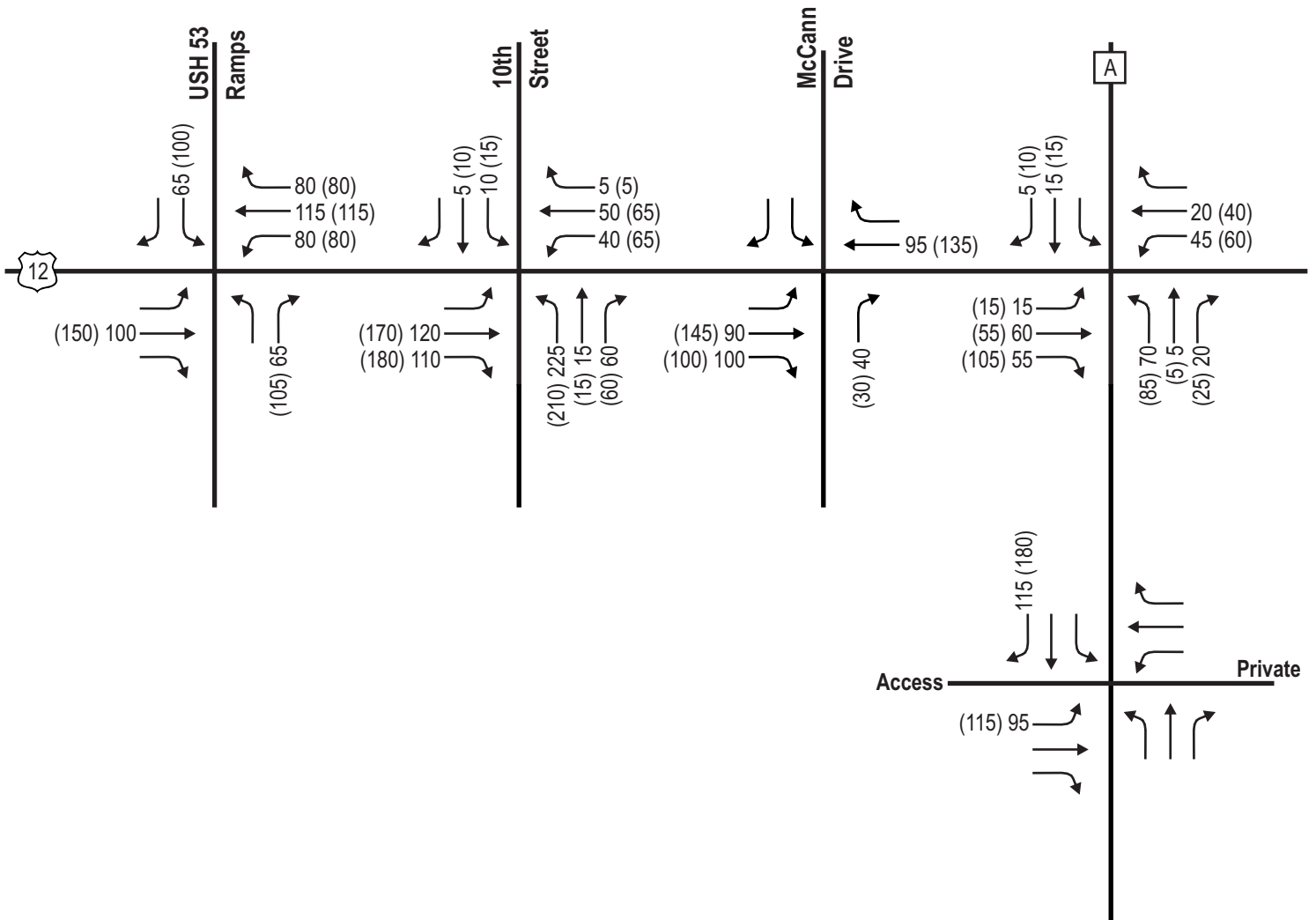
- XX Weekday AM Peak Hour (7:15 - 8:15 AM)
- (XX) Weekday PM Peak Hour (4:30 - 5:30 PM)
- Negligible - Fewer than 2 vehicles per hour



**LEGEND**

- XX Weekday AM Peak Hour (7:15 - 8:15 AM)
- (XX) Weekday PM Peak Hour (4:30 - 5:30 PM)
- Negligible - Fewer than 2 vehicles per hour

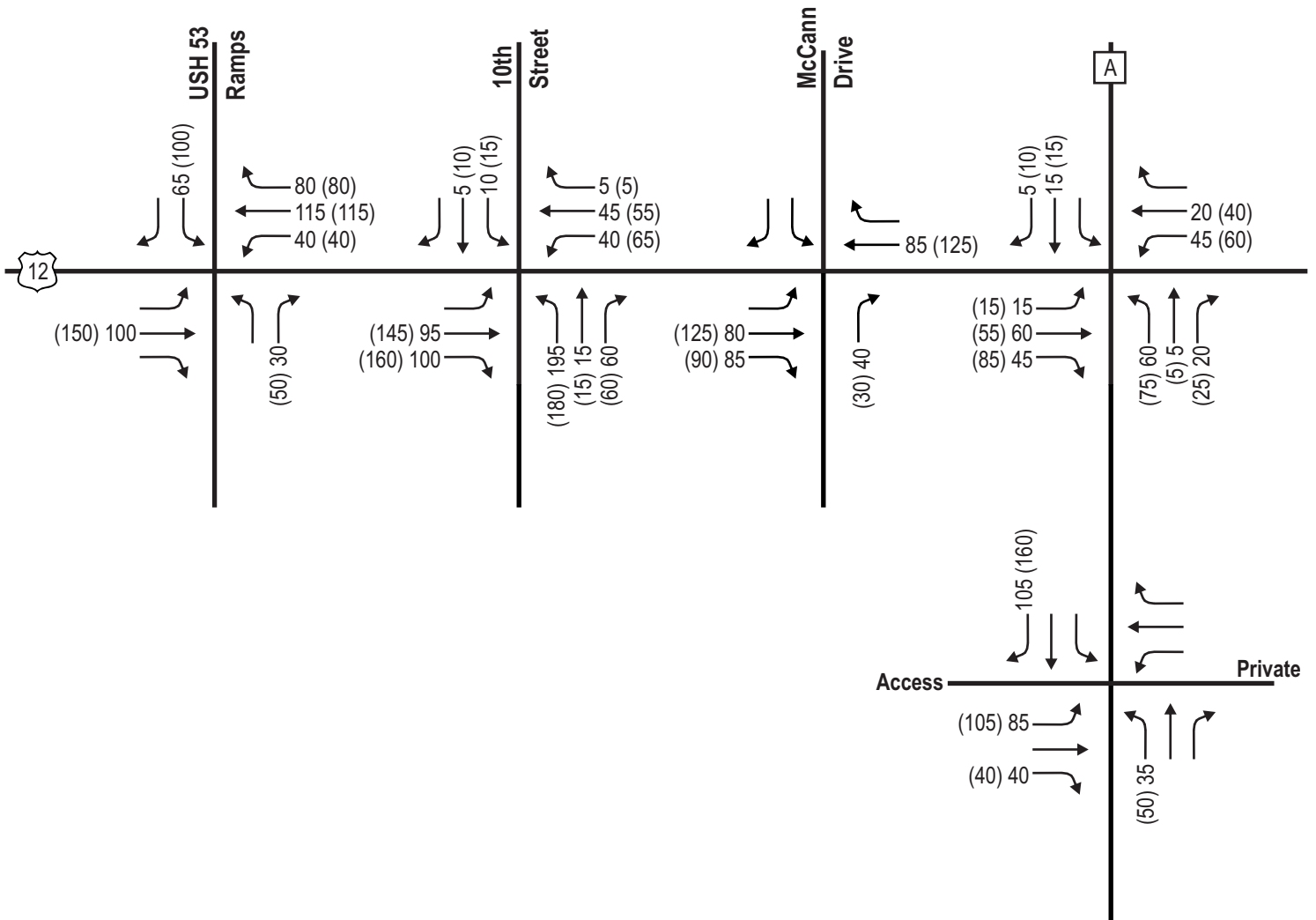




**LEGEND**

- XX Weekday AM Peak Hour (7:15 - 8:15 AM)
- (XX) Weekday PM Peak Hour (4:30 - 5:30 PM)
- Negligible - Fewer than 2 vehicles per hour

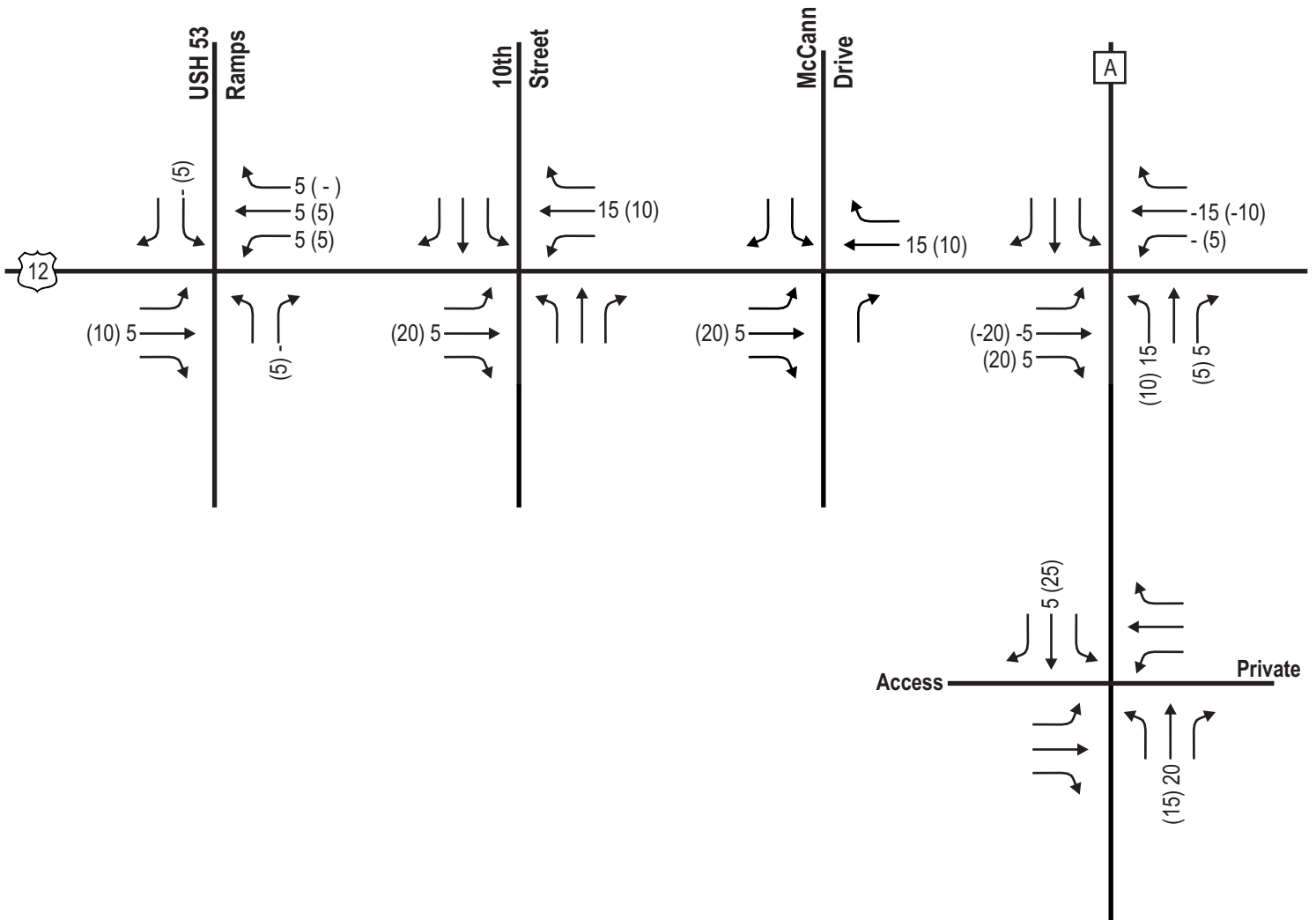




**LEGEND**

- XX Weekday AM Peak Hour (7:15 - 8:15 AM)
- (XX) Weekday PM Peak Hour (4:30 - 5:30 PM)
- Negligible - Fewer than 2 vehicles per hour



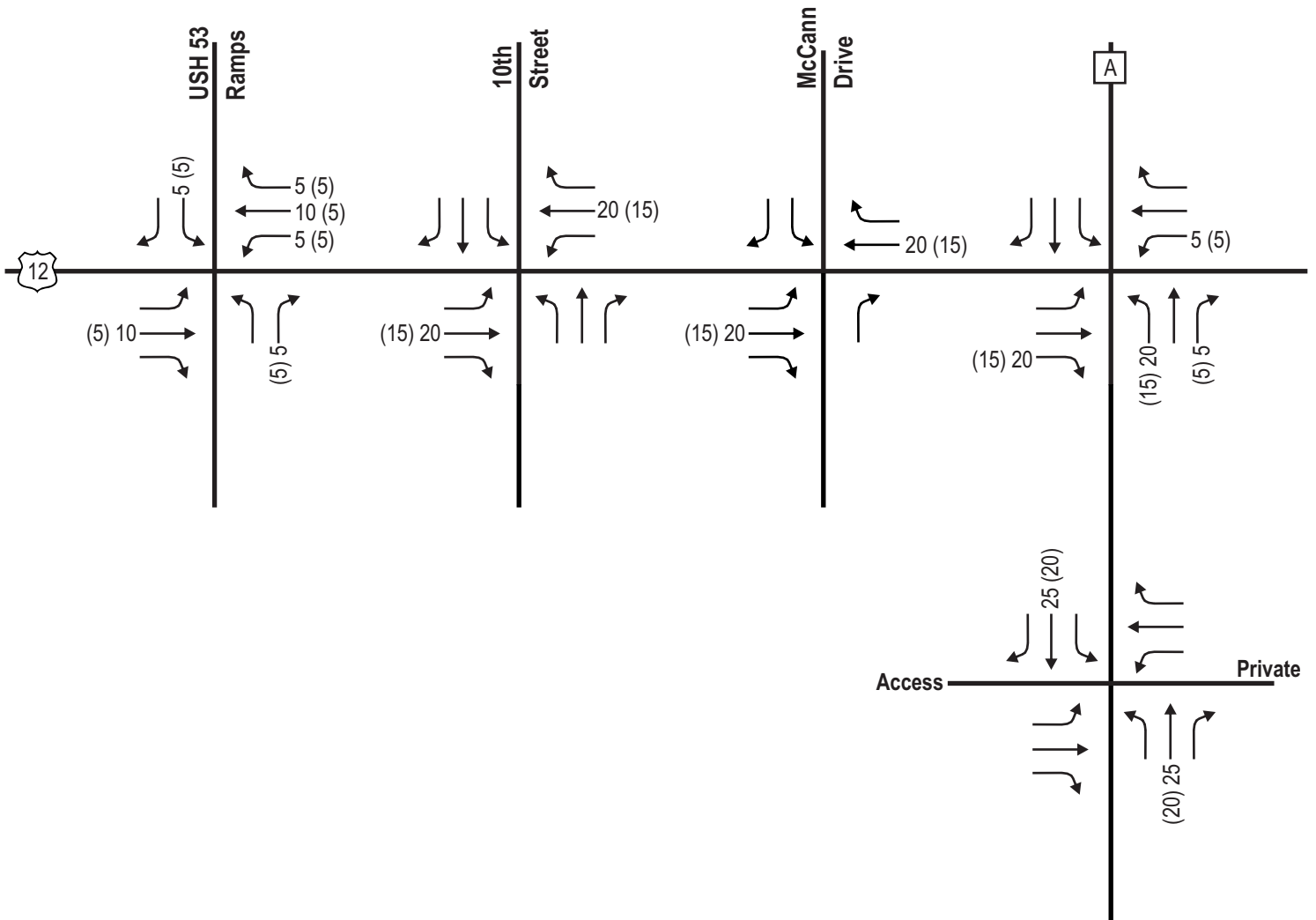


**LEGEND**

- XX Weekday AM Peak Hour (7:15 - 8:15 AM)
- (XX) Weekday PM Peak Hour (4:30 - 5:30 PM)
- Negligible - Fewer than 2 vehicles per hour







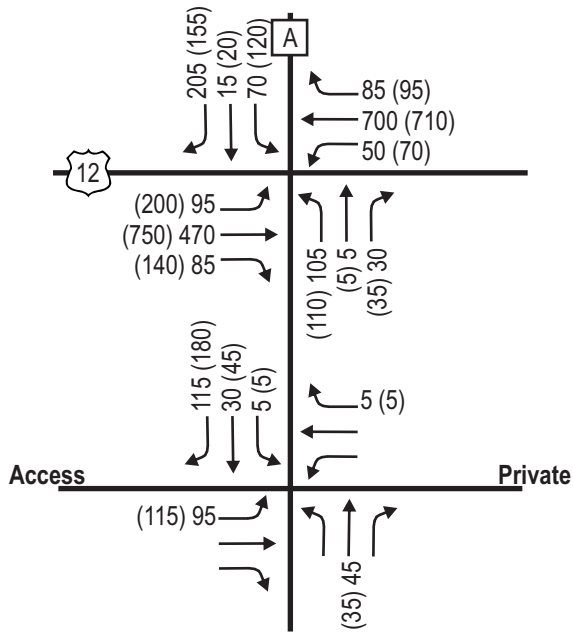
**LEGEND**

- XX Weekday AM Peak Hour (7:15 - 8:15 AM)
- (XX) Weekday PM Peak Hour (4:30 - 5:30 PM)
- Negligible - Fewer than 2 vehicles per hour

**Exhibit 5-4A**  
**Design Year 2030 Traffic Peak Hour Operating Conditions**  
**Existing (Scenario 1A - No Southern Connection) Geometrics and Traffic Control**

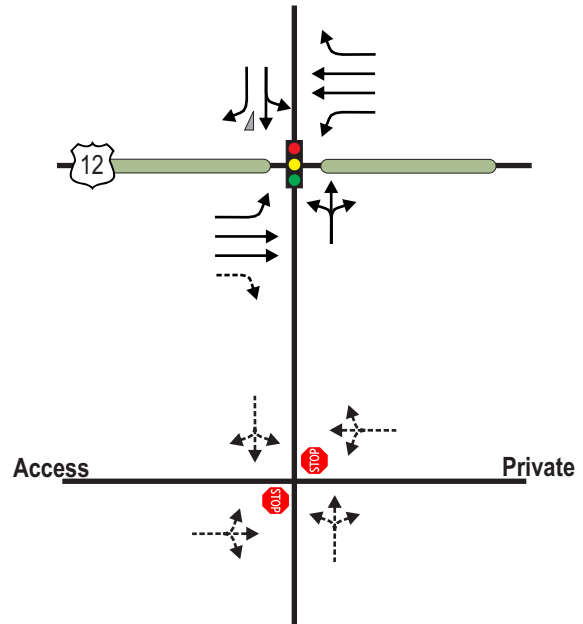
Intersection	Peak Hour		Level of Service per Movement by Approach												Intersection Level of Service
			Eastbound			Westbound			Northbound			Southbound			
			LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	
#160 - USH 12 & CTH A Traffic Signal	AM	LOS	B	B	B	B	C	B	D			D			C
		Delay	16	19	17	14	22	17	41	38	42				
		Queue	85	220	95	50	370	55	200	135	160				
	PM	LOS	B	C	B	B	C	C	D			D			C
		Delay	19	23	19	17	27	20	46	45	39				
		Queue	195	420	160	70	475	80	255	245	145				
#999 - CTH A & Proposed Drive Two-Way Stop Control	AM	LOS	B			A			A			A			A
		Delay	10			9			8			7			
		Queue	25			0			0			0			
	PM	LOS	B			A			A			A			A
		Delay	11			9			8			7			
		Queue	25			0			0			0			

Queue is maximum of the 50th & 95th percentile queue, measured in feet.



\* Includes updated Windsor off-site traffic

Peak Hour Volumes\*



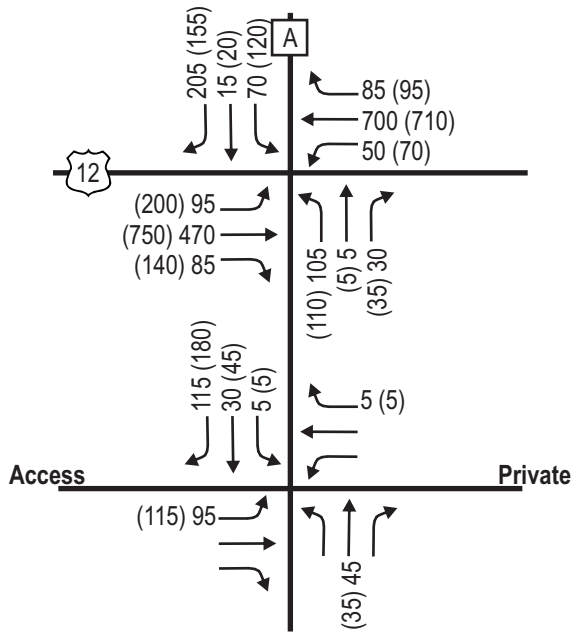
Recommended Modified Geometry



**Exhibit 5-4B**  
**Design Year 2030 Traffic Peak Hour Operating Conditions**  
**Existing (Scenario 1B - No Southern Connection) Geometrics and Traffic Control**

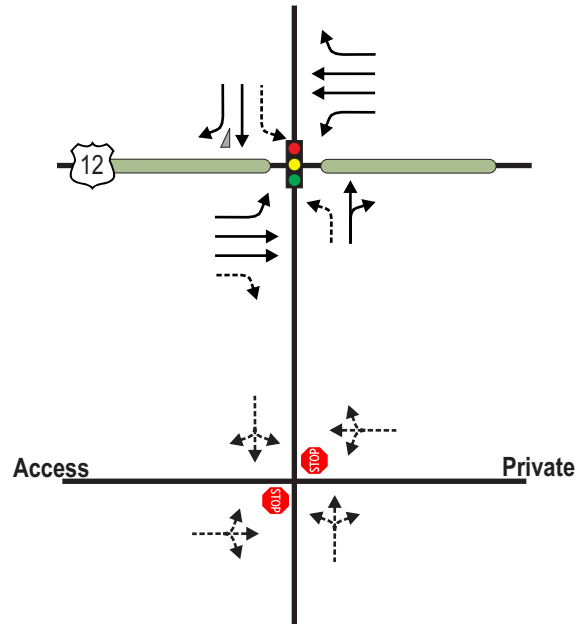
Intersection	Peak Hour		Level of Service per Movement by Approach												Intersection Level of Service
			Eastbound			Westbound			Northbound			Southbound			
			LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	
#160 - USH 12 & CTH A Traffic Signal	AM	LOS	A	B	A	A	B	A	C	C	C	C	C	B	
		Delay	8	10	9	7	12	9	26	23	25	22	26		
		Queue	35	115	50	25	190	30	95	40	65	25	90		
	PM	LOS	A	B	B	A	B	B	C	C	C	C	C	B	
		Delay	10	13	11	8	14	11	27	24	28	23	24		
		Queue	80	215	85	30	225	40	110	50	120	30	80		
#999 - CTH A & Proposed Drive Two-Way Stop Control	AM	LOS	B			A			A			A			A
		Delay	10			9			8			7			
		Queue	25			0			0			0			
	PM	LOS	B			A			A			A			A
		Delay	11			9			8			7			
		Queue	25			0			0			0			

Queue is maximum of the 50th & 95th percentile queue, measured in feet.



\* Includes updated Windsor off-site traffic

Peak Hour Volumes\*



Recommended Modified Geometry

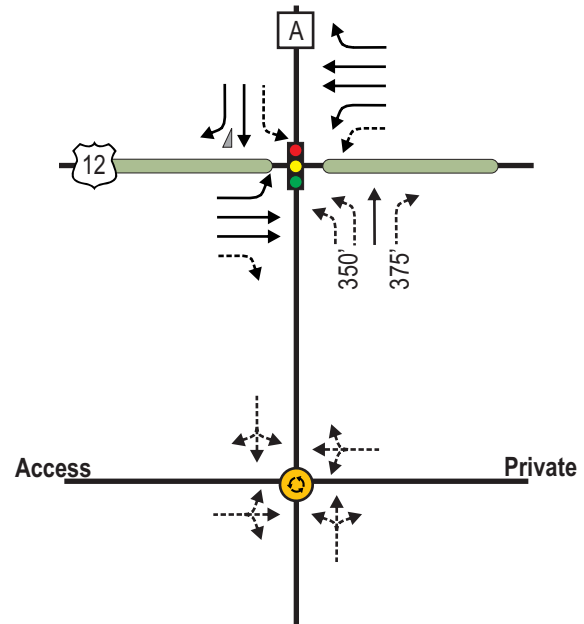
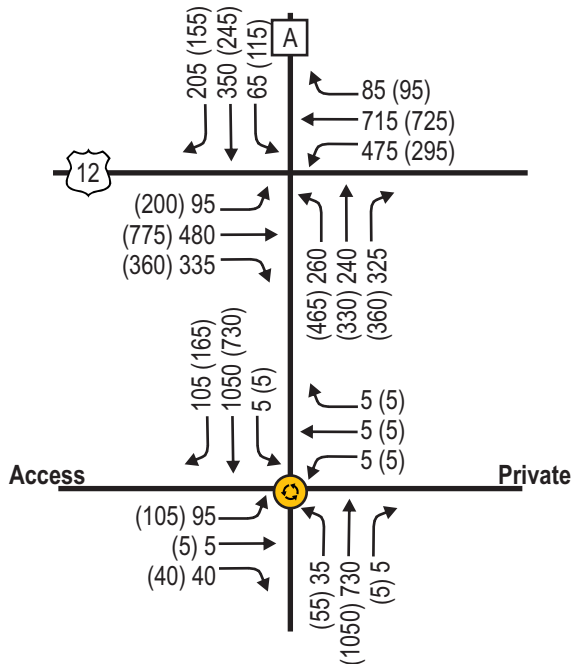


2251; 2-12-2019

**Exhibit 5-13A**  
**Design Year 2030 (AADT of 14,600) Total Traffic Peak Hour Operating Conditions**  
**Modified (with Southern Connection) Geometrics and Traffic Control**

Intersection	Peak Hour	Level of Service	Level of Service per Movement by Approach												Intersection Level of Service
			Eastbound			Westbound			Northbound			Southbound			
			LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	
#160 - USH 12 & CTH A Traffic Signal	AM	LOS	C	D	D	D	C	C	E	C	B	C	E	C	D
		Delay	23	54	45	50	34	23	61	30	19	22	62	29	
		Queue	65	230	165	215	275	45	140	205	180	50	360	100	
	PM	LOS	C	D	C	D	D	C	E	D	C	C	E	D	D
		Delay	31	45	35	55	39	29	56	40	30	30	59	45	
		Queue	215	535	255	220	460	75	345	455	365	130	385	135	
#999 - CTH A & Proposed Drive Two-way Stop Control	AM	LOS	F			F			B			A			F
		Delay	1322			125			12			9			
		Queue	410			35			25			0			
	PM	LOS	F			F			B			B			F
		Delay	2172			170			11			11			
		Queue	490			40			25			0			
#999 - CTH A & Proposed Drive Roundabout	AM	LOS	B			A			B			F			E
		Delay	11			6			14			55			
		Queue	30			25			170			625			
	PM	LOS	A			A			F			C			E
		Delay	8			9			61			19			
		Queue	25			25			640			250			

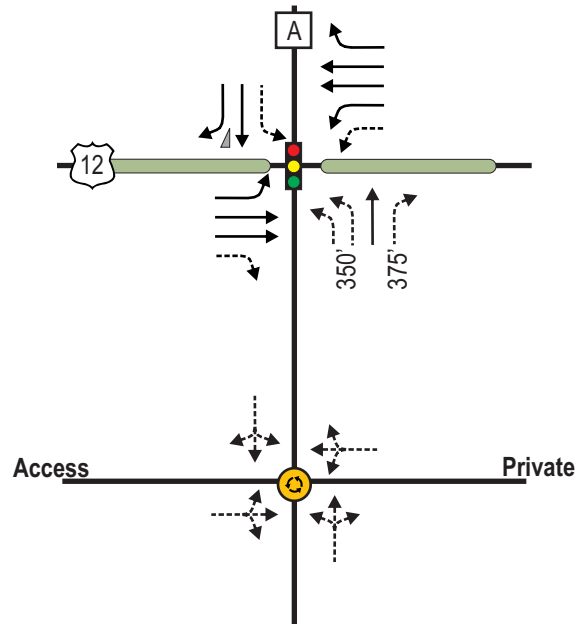
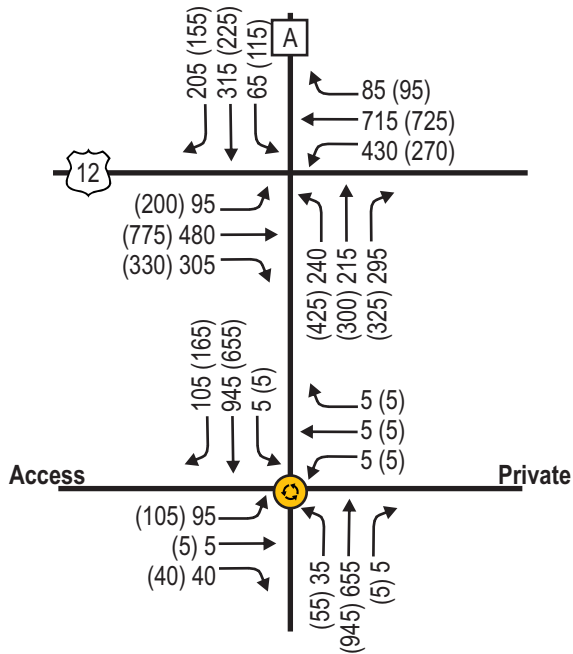
Queue is maximum of the 50th & 95th percentile queue, measured in feet.



**Exhibit 5-13B**  
**Design Year 2030 (AADT of 13,100) Total Traffic Peak Hour Operating Conditions**  
**Modified (with Southern Connection) Geometrics and Traffic Control**

Intersection	Peak Hour	Level of Service	Level of Service per Movement by Approach												Intersection Level of Service
			Eastbound			Westbound			Northbound			Southbound			
			LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	
#160 - USH 12 & CTH A Traffic Signal	AM	LOS	C	D	D	D	C	C	D	C	C	C	D	C	D
		Delay	23	40	37	45	31	23	50	33	21	25	44	34	
		Queue	110	365	250	330	465	65	200	275	235	80	475	160	
	PM	LOS	C	D	C	D	C	C	D	D	C	C	D	D	D
		Delay	26	37	30	54	35	26	51	43	33	32	55	45	
		Queue	230	570	245	225	520	85	335	435	360	135	375	140	
#999 - CTH A & Proposed Drive Two-way Stop Control	AM	LOS	F			F			B			A			F
		Delay	825			80			11			9			
		Queue	370			25			25			0			
	PM	LOS	F			F			B			B			F
		Delay	1256			101			10			10			
		Queue	445			30			25			0			
#999 - CTH A & Proposed Drive Roundabout	AM	LOS	B			A			B			D			C
		Delay	10			6			12			33			
		Queue	25			25			130			425			
	PM	LOS	A			A			E			C			D
		Delay	8			8			36			15			
		Queue	25			25			435			190			

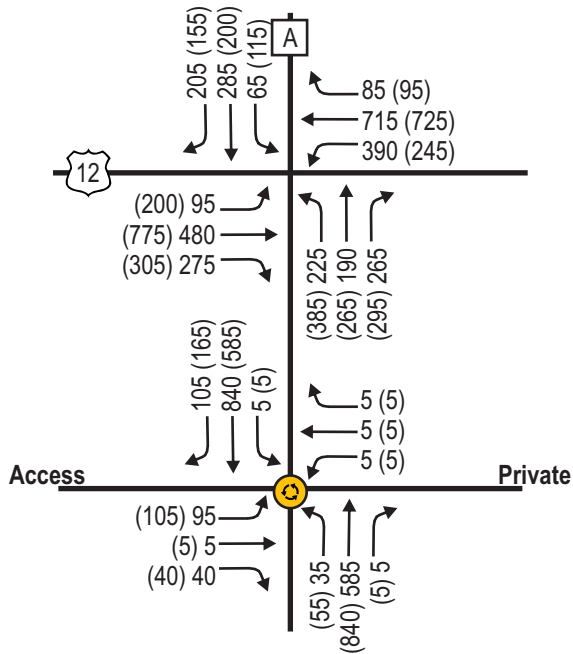
Queue is maximum of the 50th & 95th percentile queue, measured in feet.



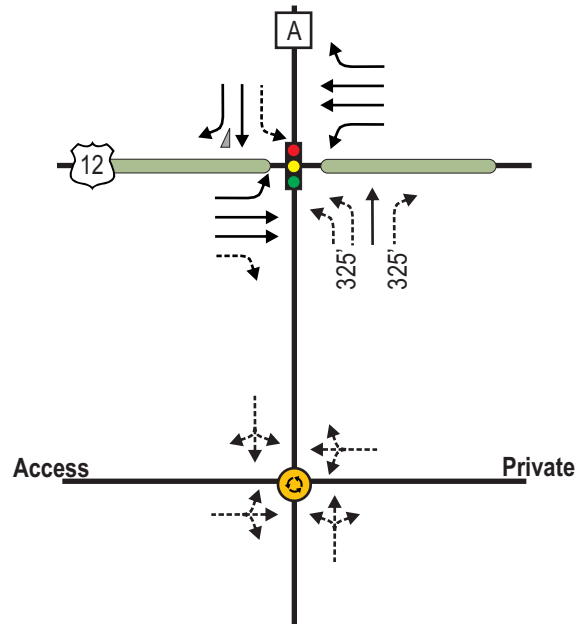
**Exhibit 5-13C**  
**Design Year 2030 (AADT of 11,700) Total Traffic Peak Hour Operating Conditions**  
**Modified (with Southern Connection) Geometrics and Traffic Control**

Intersection	Peak Hour	Level of Service	Level of Service per Movement by Approach												Intersection Level of Service
			Eastbound			Westbound			Northbound			Southbound			
			LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	
#160 - USH 12 & CTH A Traffic Signal	AM	LOS	C	D	D	C	C	C	D	D	B	C	D	D	C
		Delay	21	42	39	30	28	21	52	36	19	29	48	38	
		Queue	95	365	230	470	405	60	195	270	205	90	460	175	
	PM	LOS	C	C	C	C	C	C	D	D	C	C	D	D	D
		Delay	23	34	28	27	31	23	50	44	33	34	54	46	
		Queue	190	555	220	315	480	75	310	385	310	150	345	150	
#999 - CTH A & Proposed Drive Two-way Stop Control	AM	LOS	F			F			B			A			E
		Delay	475			54			11			9			
		Queue	310			25			25			0			
	PM	LOS	F			F			A			A			F
		Delay	785			68			10			10			
		Queue	400			25			25			0			
#999 - CTH A & Proposed Drive Roundabout	AM	LOS	A			A			B			C			C
		Delay	9			5			10			21			
		Queue	25			25			100			285			
	PM	LOS	A			A			C			B			C
		Delay	7			7			23			13			
		Queue	25			25			290			150			

Queue is maximum of the 50th & 95th percentile queue, measured in feet.



Peak Hour Volumes



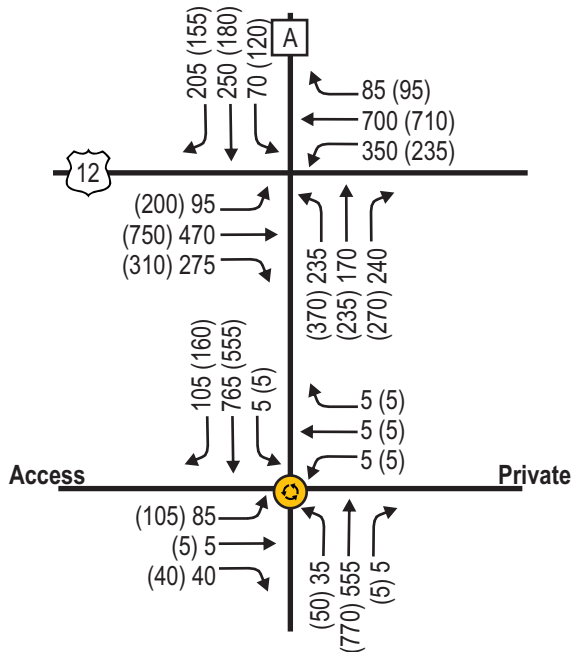
Recommended Modified Geometry



**Exhibit 5-13D**  
**Design Year 2030 (AADT of 10,200) Total Traffic Peak Hour Operating Conditions**  
**Modified (with Southern Connection) Geometrics and Traffic Control**

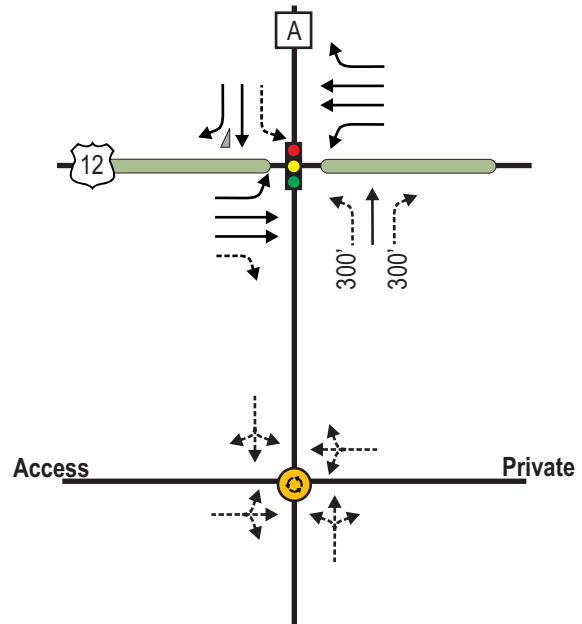
Intersection	Peak Hour	Level of Service	Level of Service per Movement by Approach												Intersection Level of Service
			Eastbound			Westbound			Northbound			Southbound			
			LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	
#160 - USH 12 & CTH A Traffic Signal	AM	LOS	C	D	D	C	C	C	D	C	D	C	D	D	D
		Delay	24	44	41	32	31	24	37	33	37	27	51	41	
		Queue	100	360	230	420	425	65	285	235	340	90	410	175	
	PM	LOS	C	D	C	D	D	C	D	C	D	C	D	D	D
		Delay	34	48	33	47	40	28	54	34	38	26	55	43	
		Queue	230	430	175	29	370	65	315	245	290	100	215	105	
#999 - CTH A & Proposed Drive Two-way Stop Control	AM	LOS	F			E			B			A			C
		Delay	300			45			10			9			
		Queue	250			25			25			0			
	PM	LOS	F			F			A			A			E
		Delay	535			53			10			10			
		Queue	350			25			25			0			
#999 - CTH A & Proposed Drive Roundabout	AM	LOS	A			A			A			C			B
		Delay	8			5			10			17			
		Queue	25			25			90			215			
	PM	LOS	A			A			C			B			B
		Delay	7			7			18			12			
		Queue	25			25			215			130			

Queue is maximum of the 50th & 95th percentile queue, measured in feet.



\* Includes updated Windsor off-site traffic

Peak Hour Volumes\*



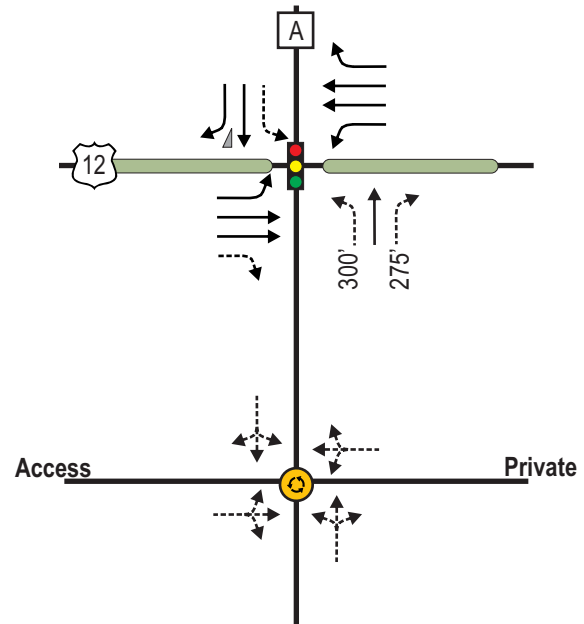
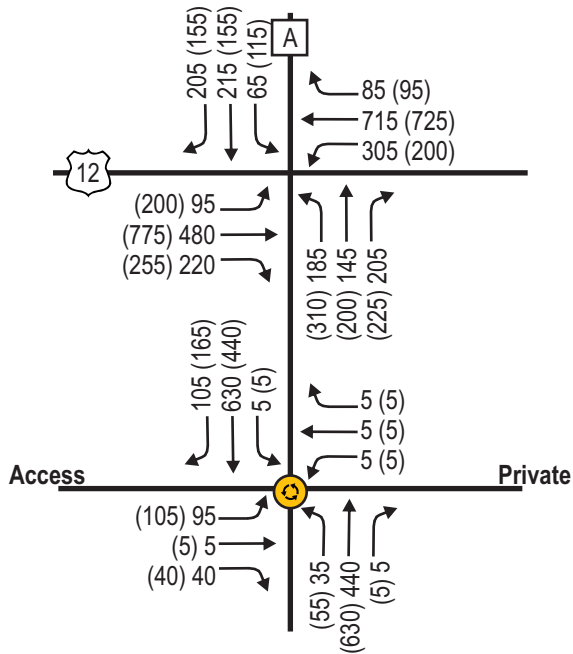
Recommended Modified Geometry



**Exhibit 5-13E**  
**Design Year 2030 (AADT of 8,800) Total Traffic Peak Hour Operating Conditions**  
**Modified (with Southern Connection) Geometrics and Traffic Control**

Intersection	Peak Hour	LOS	Level of Service per Movement by Approach												Intersection Level of Service
			Eastbound			Westbound			Northbound			Southbound			
			LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	
#160 - USH 12 & CTH A Traffic Signal	AM	LOS	B	C	C	C	C	B	C	C	D	C	D	D	C
		Delay	19	33	30	23	26	20	30	32	37	25	43	37	
		Queue	90	340	175	290	410	60	215	200	290	85	335	170	
	PM	LOS	C	D	C	C	C	C	D	C	D	C	D	D	C
		Delay	27	35	26	29	33	24	38	34	38	27	52	44	
		Queue	175	390	135	205	355	60	280	215	255	105	200	110	
#999 - CTH A & Proposed Drive Two-way Stop Control	AM	LOS	F			D			A			A			B
		Delay	113			29			9			8			
		Queue	170			25			25			0			
	PM	LOS	F			D			A			A			C
		Delay	215			35			9			9			
		Queue	250			25			25			0			
#999 - CTH A & Proposed Drive Roundabout	AM	LOS	A			A			A			B			A
		Delay	7			5			8			12			
		Queue	25			25			60			135			
	PM	LOS	A			A			B			A			B
		Delay	6			6			12			10			
		Queue	25			25			130			90			

Queue is maximum of the 50th & 95th percentile queue, measured in feet.

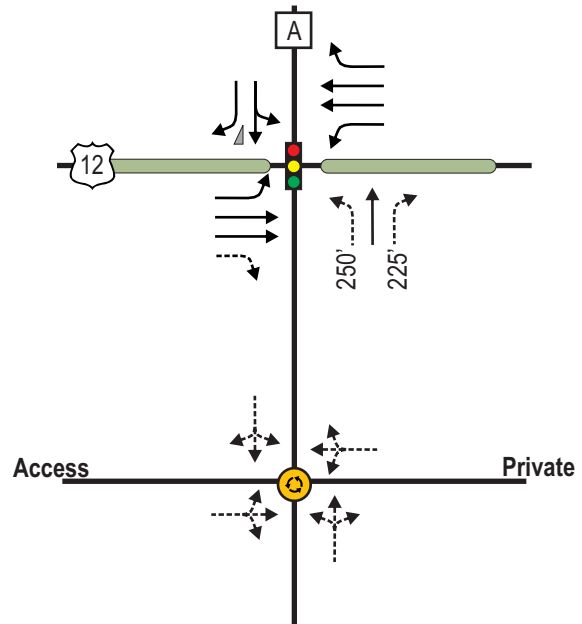
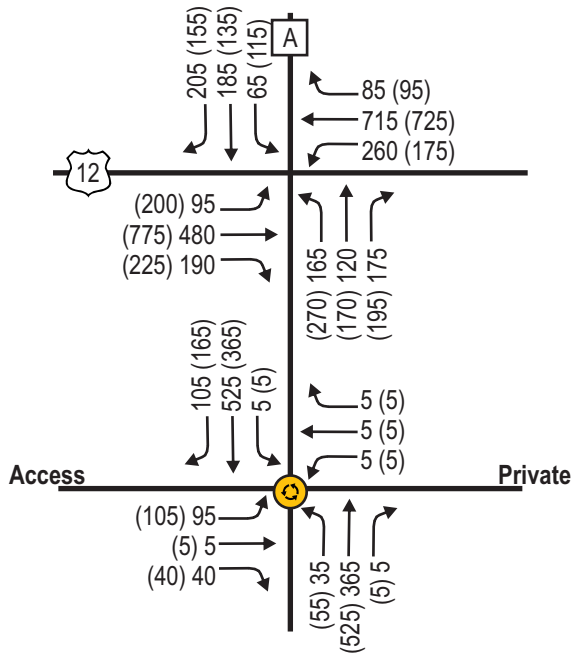




**Exhibit 5-13F**  
**Design Year 2030 (AADT of 7,300) Total Traffic Peak Hour Operating Conditions**  
**Modified (with Southern Connection) Geometrics and Traffic Control**

Intersection	Peak Hour		Level of Service per Movement by Approach												Intersection Level of Service
			Eastbound			Westbound			Northbound			Southbound			
			LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	
#160 - USH 12 & CTH A Traffic Signal	AM	LOS	C	C	C	C	C	C	C	C	C	C	D	C	
		Delay	20	32	28	22	27	20	28	28	30	23	41		
		Queue	100	335	150	255	440	65	175	150	225	80	415		
	PM	LOS	C	C	C	C	C	C	D	C	C	C	D	C	
		Delay	24	31	24	24	32	23	37	30	32	25	52		
		Queue	160	370	115	140	350	60	240	180	210	105	260		
#999 - CTH A & Proposed Drive Two-way Stop Control	AM	LOS	F			C			A			A			A
		Delay	53			23			9			8			
		Queue	110			25			25			0			
	PM	LOS	F			D			A			A			A
		Delay	94			26			9			9			
		Queue	170			25			25			0			
#999 - CTH A & Proposed Drive Roundabout	AM	LOS	A			A			A			A			A
		Delay	6			5			7			10			
		Queue	25			25			45			95			
	PM	LOS	A			A			A			A			A
		Delay	6			5			10			8			
		Queue	25			25			90			70			

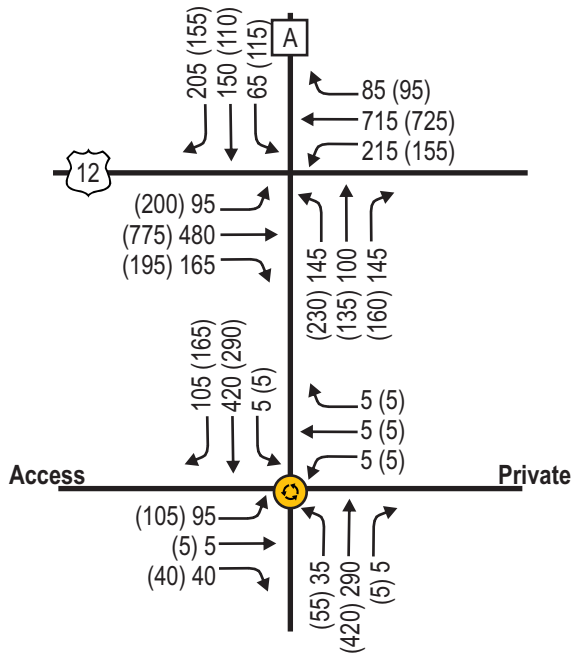
Queue is maximum of the 50th & 95th percentile queue, measured in feet.



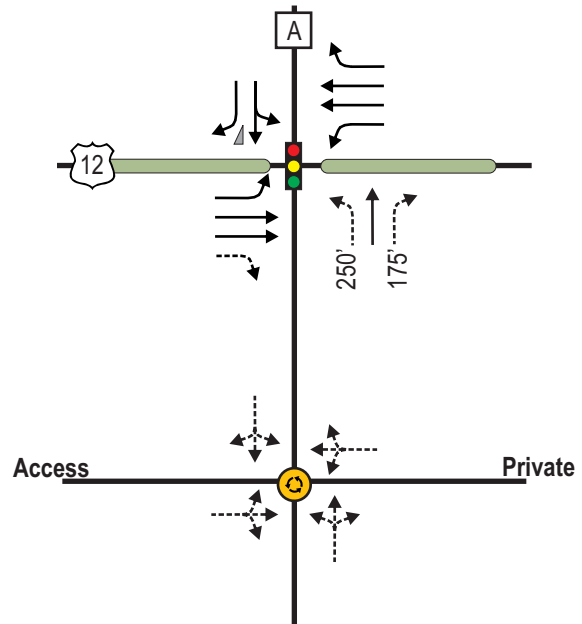
**Exhibit 5-13G**  
**Design Year 2030 (AADT of 5,800) Total Traffic Peak Hour Operating Conditions**  
**Modified (with Southern Connection) Geometrics and Traffic Control**

Intersection	Peak Hour	LOS	Level of Service per Movement by Approach												Intersection Level of Service
			Eastbound			Westbound			Northbound			Southbound			
			LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	
#160 - USH 12 & CTH A Traffic Signal	AM	LOS	B	C	C	B	C	B	D	C		C	C	C	
		Delay	18	26	23	18	24	18	35	24		31	24		
		Queue	70	230	95	145	320	50	165	235		75	240		
	PM	LOS	C	C	C	C	C	C	D	C	C	C	C	C	
		Delay	22	29	22	21	30	22	36	21	22	27	23		
		Queue	140	360	100	105	350	60	255	130	155	115	175		
#999 - CTH A & Proposed Drive Two-way Stop Control	AM	LOS	D			C			A			A			A
		Delay	31			18			8			8			
		Queue	70			25			25			0			
	PM	LOS	E			C			A			A			A
		Delay	44			21			8			8			
		Queue	105			25			25			0			
#999 - CTH A & Proposed Drive Roundabout	AM	LOS	A			A			A			A			A
		Delay	6			4			6			8			
		Queue	25			25			35			65			
	PM	LOS	A			A			A			A			A
		Delay	5			5			8			7			
		Queue	25			25			60			55			

Queue is maximum of the 50th & 95th percentile queue, measured in feet.



Peak Hour Volumes



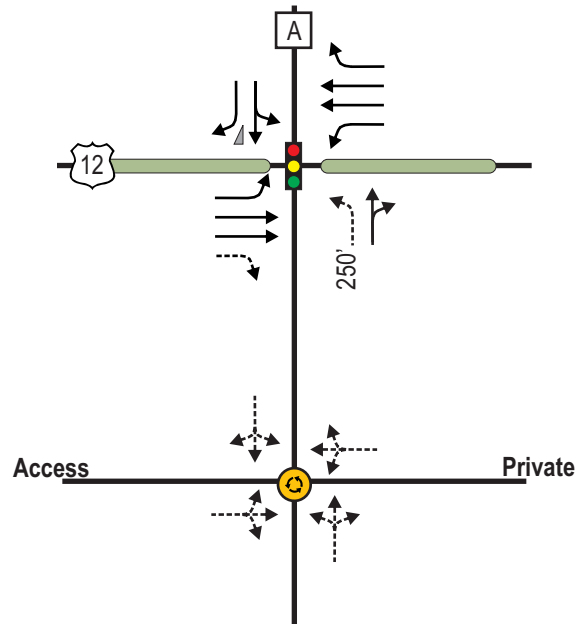
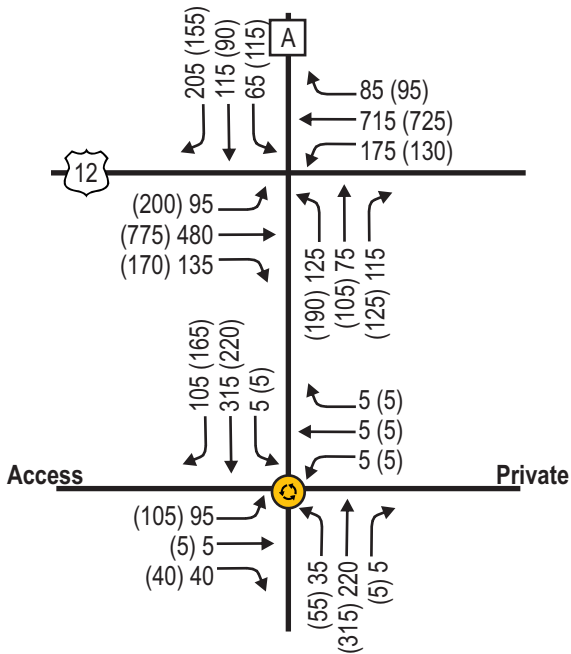
Recommended Modified Geometry



**Exhibit 5-13H**  
**Design Year 2030 (AADT of 4,400) Total Traffic Peak Hour Operating Conditions**  
**Modified (with Southern Connection) Geometrics and Traffic Control**

Intersection	Peak Hour		Level of Service per Movement by Approach												Intersection Level of Service
			Eastbound			Westbound			Northbound			Southbound			
			LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	
#160 - USH 12 & CTH A Traffic Signal	AM	LOS	B	C	B	B	C	B	C	C	C	C	C	C	
		Delay	15	20	18	15	21	15	33	23	29	29	24		
		Queue	55	190	65	95	270	40	130	185	70	200	200		
	PM	LOS	B	C	B	B	C	B	C	C	C	C	C	C	
		Delay	18	23	18	17	25	19	34	25	34	24	24		
		Queue	145	375	90	95	380	60	235	255	145	185	185		
#999 - CTH A & Proposed Drive Two-way Stop Control	AM	LOS	C			B			A			A			A
		Delay	21			15			8			8			
		Queue	45			25			25			0			
	PM	LOS	D			C			A			A			A
		Delay	26			17			8			8			
		Queue	65			25			25			0			
#999 - CTH A & Proposed Drive Roundabout	AM	LOS	A			A			A			A			A
		Delay	5			4			5			7			
		Queue	25			0			25			45			
	PM	LOS	A			A			A			A			A
		Delay	5			4			7			7			
		Queue	25			25			40			40			

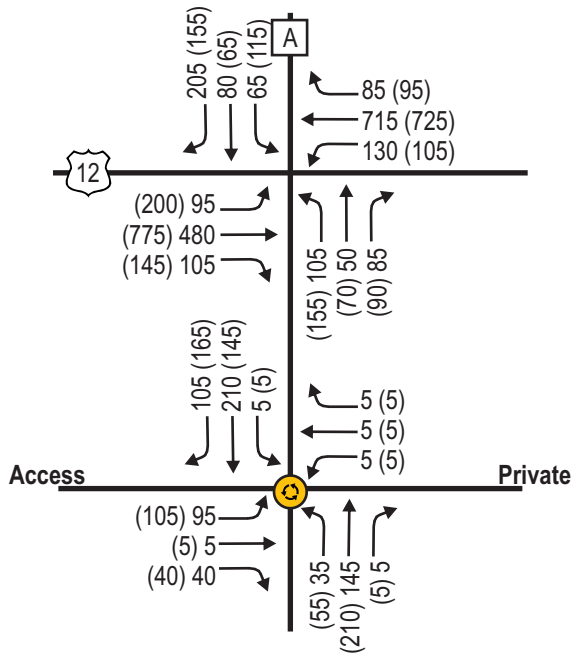
Queue is maximum of the 50th & 95th percentile queue, measured in feet.



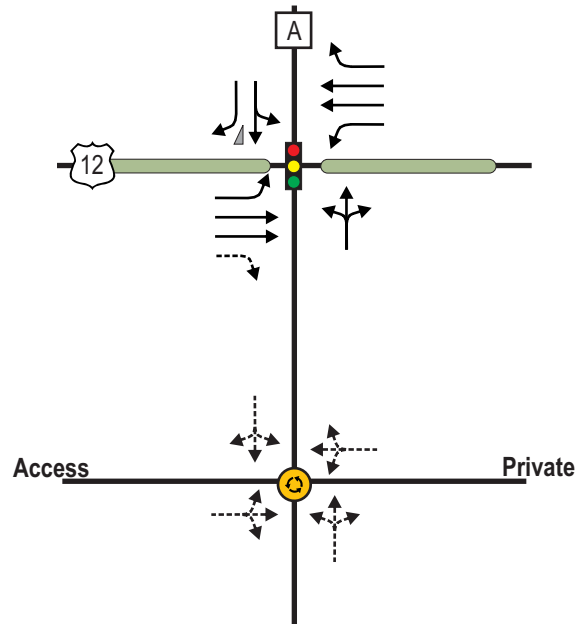
**Exhibit 5-131**  
**Design Year 2030 (AADT of 2,900) Total Traffic Peak Hour Operating Conditions**  
**Modified (with Southern Connection) Geometrics and Traffic Control**

Intersection	Peak Hour		Level of Service per Movement by Approach												Intersection Level of Service
			Eastbound			Westbound			Northbound			Southbound			
			LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	
#160 - USH 12 & CTH A Traffic Signal	AM	LOS	B	B	B	B	C	B	C			C			C
		Delay	15	19	16	14	21	15	30			23			
		Queue	65	210	60	90	315	50	240			145			
	PM	LOS	C	C	C	C	D	C	D			C			C
		Delay	27	32	24	24	37	27	42			24			
		Queue	190	425	90	95	435	70	395			210			
#999 - CTH A & Proposed Drive Two-way Stop Control	AM	LOS	C			B			A			A			A
		Delay	15			13			8			8			
		Queue	30			25			25			0			
	PM	LOS	C			B			A			A			A
		Delay	18			14			8			8			
		Queue	45			25			25			0			
#999 - CTH A & Proposed Drive Roundabout	AM	LOS	A			A			A			A			A
		Delay	5			4			5			6			
		Queue	25			0			25			30			
	PM	LOS	A			A			A			A			A
		Delay	5			4			6			6			
		Queue	25			0			25			30			

Queue is maximum of the 50th & 95th percentile queue, measured in feet.



Peak Hour Volumes



Recommended Modified Geometry



**Hillcrest Greens Phase II**

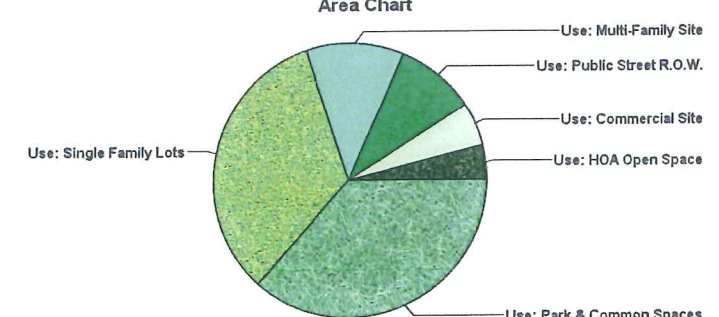
Hillcrest Greens General Implementation Plan Permitting Schedule [Tentative]

Scenario I	2/14/2019	3/11/2019	3/14/2019	3/28/2019	4/8/2019	4/16/2019	4/25/2019	4/29/2019	5/9/2019	5/13/2019	5/23/2019	6/10/2019	6/13/2019
	Council	Plan	Council	Council	Plan	Council	Council	Plan*	Council	Plan	Council	Plan	Council
Petition for Rezone	X												
GIP				x			x						
. Public Hearing							x						
FIP								x	x				
Prelim. Plat								x	x				
. Public Hearing								x					
Final Plat										x	x		

Updated 2019 March 29



Area Chart



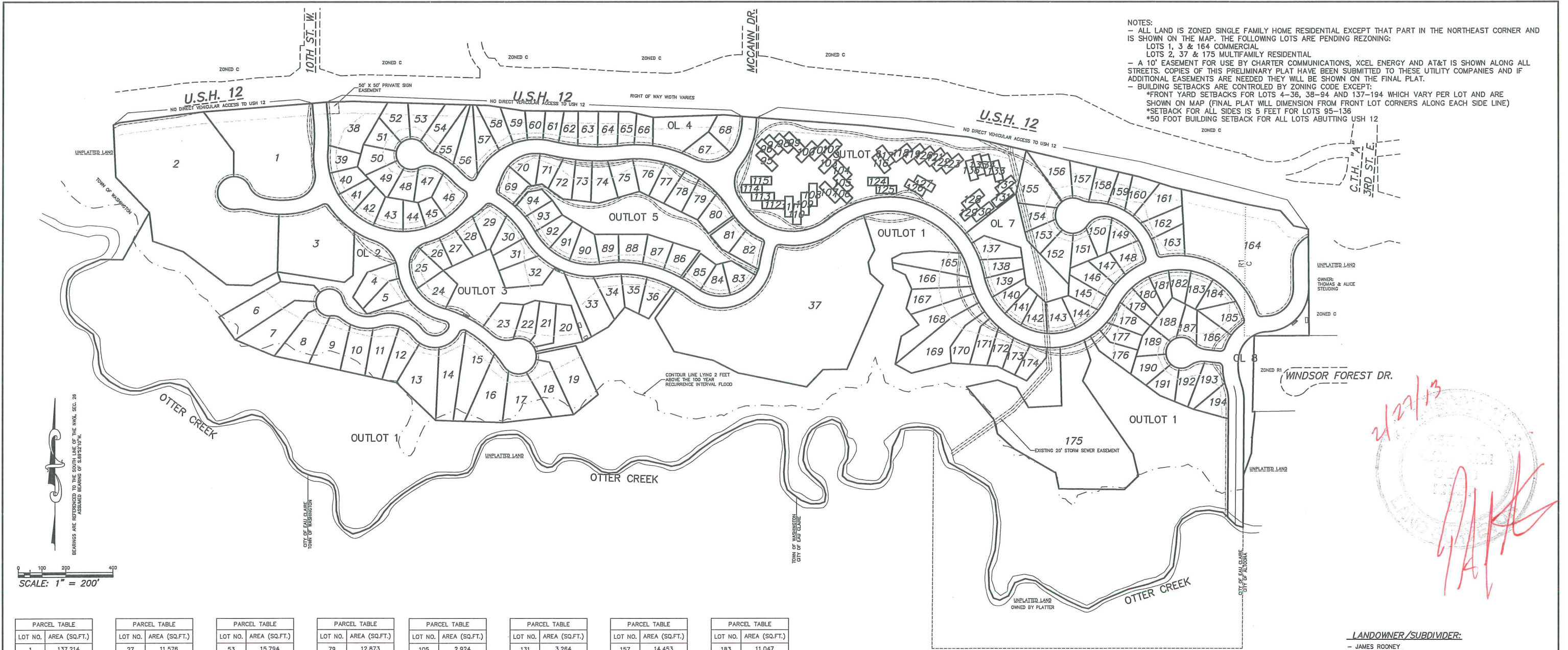
Total Area: 7,782,089 ft<sup>2</sup> (178.6522 acres)

Use	Percentage	Area (ft <sup>2</sup> )	Area (Acres)
Use: HOA Open Space	4.1%	319,595 ft <sup>2</sup>	(7.3369 acres)
Use: Commercial Site	5.0%	392,040 ft <sup>2</sup>	(9.0000 acres)
Use: Public Street R.O.W.	9.4%	734,338 ft <sup>2</sup>	(16.8581 acres)
Use: Multi-Family Site	11.5%	897,932 ft <sup>2</sup>	(20.6137 acres)
Use: Single Family Lots	33.3%	2,590,776 ft <sup>2</sup>	(59.4760 acres)
Use: Park & Common Spaces	36.6%	2,847,408 ft <sup>2</sup>	(65.3675 acres)

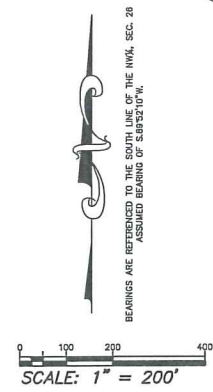
# Hillcrest Master Plan

**ROONEY PROPERTIES**  
 13167 Highway 00  
 Chippewa Falls, Wisconsin 54729

*Rick Harrison Site Design*  
 Studio  
 8832 7<sup>th</sup> Ave. North  
 Golden Valley, MN 55427  
 Created with LandMentor technology



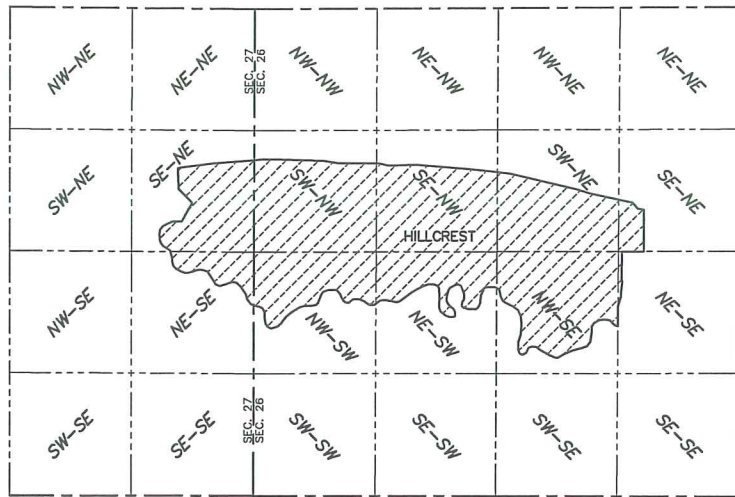
NOTES:  
 - ALL LAND IS ZONED SINGLE FAMILY HOME RESIDENTIAL EXCEPT THAT PART IN THE NORTHEAST CORNER AND IS SHOWN ON THE MAP. THE FOLLOWING LOTS ARE PENDING REZONING:  
 LOTS 1, 3 & 164 COMMERCIAL  
 LOTS 2, 37 & 175 MULTIFAMILY RESIDENTIAL  
 - A 10' EASEMENT FOR USE BY CHARTER COMMUNICATIONS, XCEL ENERGY AND AT&T IS SHOWN ALONG ALL STREETS. COPIES OF THIS PRELIMINARY PLAT HAVE BEEN SUBMITTED TO THESE UTILITY COMPANIES AND IF ADDITIONAL EASEMENTS ARE NEEDED THEY WILL BE SHOWN ON THE FINAL PLAT.  
 - BUILDING SETBACKS ARE CONTROLLED BY ZONING CODE EXCEPT:  
 \*FRONT YARD SETBACKS FOR LOTS 4-36, 38-94 AND 137-194 WHICH VARY PER LOT AND ARE SHOWN ON MAP (FINAL PLAT WILL DIMENSION FROM FRONT LOT CORNERS ALONG EACH SIDE LINE)  
 \*SETBACK FOR ALL SIDES IS 5 FEET FOR LOTS 95-136  
 \*50 FOOT BUILDING SETBACK FOR ALL LOTS ABUTTING USH 12



2/27/13

PARCEL TABLE	PARCEL TABLE	PARCEL TABLE	PARCEL TABLE	PARCEL TABLE	PARCEL TABLE	PARCEL TABLE	PARCEL TABLE	PARCEL TABLE	
LOT NO.	AREA (SQ.FT.)	LOT NO.	AREA (SQ.FT.)	LOT NO.	AREA (SQ.FT.)	LOT NO.	AREA (SQ.FT.)	LOT NO.	AREA (SQ.FT.)
1	137,214	27	11,576	53	15,794	79	12,873	105	2,924
2	304,665	28	11,551	54	16,761	80	12,845	106	2,924
3	86,231	29	15,730	55	13,941	81	11,680	107	3,264
4	16,911	30	11,487	56	18,509	82	13,920	108	3,264
5	14,112	31	13,420	57	15,396	83	11,621	109	3,264
6	41,555	32	20,583	58	14,698	84	10,591	110	2,924
7	34,157	33	28,440	59	11,304	85	10,937	111	2,924
8	26,294	34	14,919	60	9,235	86	12,443	112	3,264
9	24,174	35	12,892	61	9,398	87	12,733	113	3,264
10	20,085	36	13,180	62	9,994	88	13,721	114	2,924
11	20,456	37	368,591	63	12,876	89	11,293	115	2,924
12	18,303	38	40,117	64	12,659	90	13,438	116	2,924
13	33,979	39	11,415	65	10,425	91	11,246	117	2,924
14	30,792	40	11,063	66	9,452	92	10,567	118	2,924
15	33,518	41	10,271	67	14,638	93	10,165	119	3,264
16	30,354	42	11,526	68	14,875	94	9,724	120	2,924
17	28,686	43	13,942	69	12,548	95	3,264	121	2,924
18	23,707	44	10,021	70	11,074	96	2,924	122	2,924
19	35,263	45	8,843	71	10,517	97	2,924	123	3,264
20	17,867	46	15,515	72	13,158	98	2,924	124	2,924
21	14,433	47	12,856	73	13,157	99	3,264	125	2,924
22	12,007	48	11,664	74	15,888	100	3,264	126	2,924
23	17,740	49	12,432	75	15,170	101	3,264	127	2,924
24	15,582	50	13,870	76	13,447	102	2,924	128	3,264
25	13,911	51	11,635	77	13,131	103	3,264	129	2,924
26	9,523	52	15,215	78	12,704	104	2,924	130	3,264
								131	3,264
								132	2,924
								133	2,924
								134	2,924
								135	2,924
								136	2,924
								137	14,622
								138	11,164
								139	10,586
								140	10,141
								141	9,754
								142	11,320
								143	14,005
								144	10,545
								145	12,299
								146	14,005
								147	10,204
								148	12,476
								149	10,914
								150	12,353
								151	12,257
								152	17,486
								153	11,916
								154	12,942
								155	25,068
								156	20,640
								157	14,453
								158	13,054
								159	10,159
								160	13,255
								161	18,843
								162	12,845
								163	13,874
								164	168,438
								165	22,432
								166	20,728
								167	19,266
								168	29,746
								169	36,952
								170	17,112
								171	13,703
								172	10,602
								173	9,500
								174	11,035
								175	207,162
								176	14,931
								177	11,390
								178	12,141
								179	10,749
								180	9,885
								181	9,103
								182	9,758
								183	11,047
								184	10,623
								185	14,984
								186	15,600
								187	9,535
								188	15,255
								189	11,482
								190	13,827
								191	12,247
								192	13,600
								193	16,158
								194	11,593
								O.L. 1	2,315,636±
								O.L. 2	59,311
								O.L. 3	30,453
								O.L. 4	104,959
								O.L. 5	291,388
								O.L. 6	58,819
								O.L. 7	35,231
								O.L. 8	724,871
								ROAD	85,710

LOCATION SKETCH  
 OF THE NE¼ AND SE¼ OF SECTION 27  
 AND  
 ALL OF SECTION 26, T27N, R9W



LANDOWNER/SUBDIVIDER:  
 - JAMES ROONEY  
 13167 CITY RD  
 CHIPPEWA FALLS, WISCONSIN 54729  
 (715) 830-7830

APPROVING AUTHORITIES:  
 - CITY OF ALTOONA

OBJECTING AUTHORITIES:  
 - DEPARTMENT OF ADMINISTRATION  
 - DEPARTMENT OF TRANSPORTATION

SURVEYOR:  
 - PETER J. GARTMANN R.L.S. No. 2279  
 REAL LAND SURVEYING  
 635 FAIRFAX ST.  
 ALTOONA, WISCONSIN 54720  
 (715) 514-4116

ENGINEER:  
 - SEAN BOHAN  
 ADVANCED ENGINEERING CONCEPTS  
 635 FAIRFAX ST.  
 ALTOONA, WISCONSIN 54720  
 (715) 552-0330

PRELIMINARY PLAT OF  
**HILLCREST**  
 IN THE NW-SE, NE-SE, SW-NE, SE-NE, SE-NW, SW-NW, NE-SW  
 AND THE NW-SW, SECTION 26  
 AND IN THE SE-NE AND NE-SE, SECTION 27, T27N, R9W,  
 CITY OF ALTOONA, EAU CLAIRE COUNTY, WISCONSIN  
 INCLUDING CSM V.1/P.85

RESOLUTION NO. 8A - 90

WHEREAS, the Plan Commission has recommended that the official City map be amended to extend County Trunk Highway A over the land shown in the attached exhibit; and

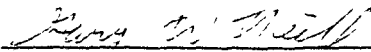
WHEREAS, a public hearing was held on August 23, 1990, before the Altoona City Council, at which time parties in interest and citizens were given an opportunity to be heard on said proposed street extension; and

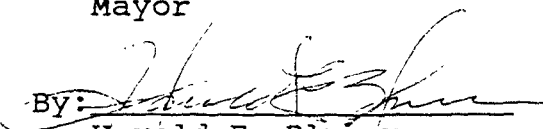
WHEREAS, all pertinent statutes and procedures have been followed;

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE ALTOONA COMMON COUNCIL, that the official City map of the City of Altoona shall be amended to include the extension of County Trunk Highway A as shown on the attached map. Upon enactment of this Resolution, said amendment shall be considered adopted, and the amendment shall become part of the official Map of the City of Altoona, and shall have all the legal recognition and ramifications as set forth in Wisconsin Statutes.

Passed this 23 day of August, 1990, by the Altoona Common Council.

CITY OF ALTOONA

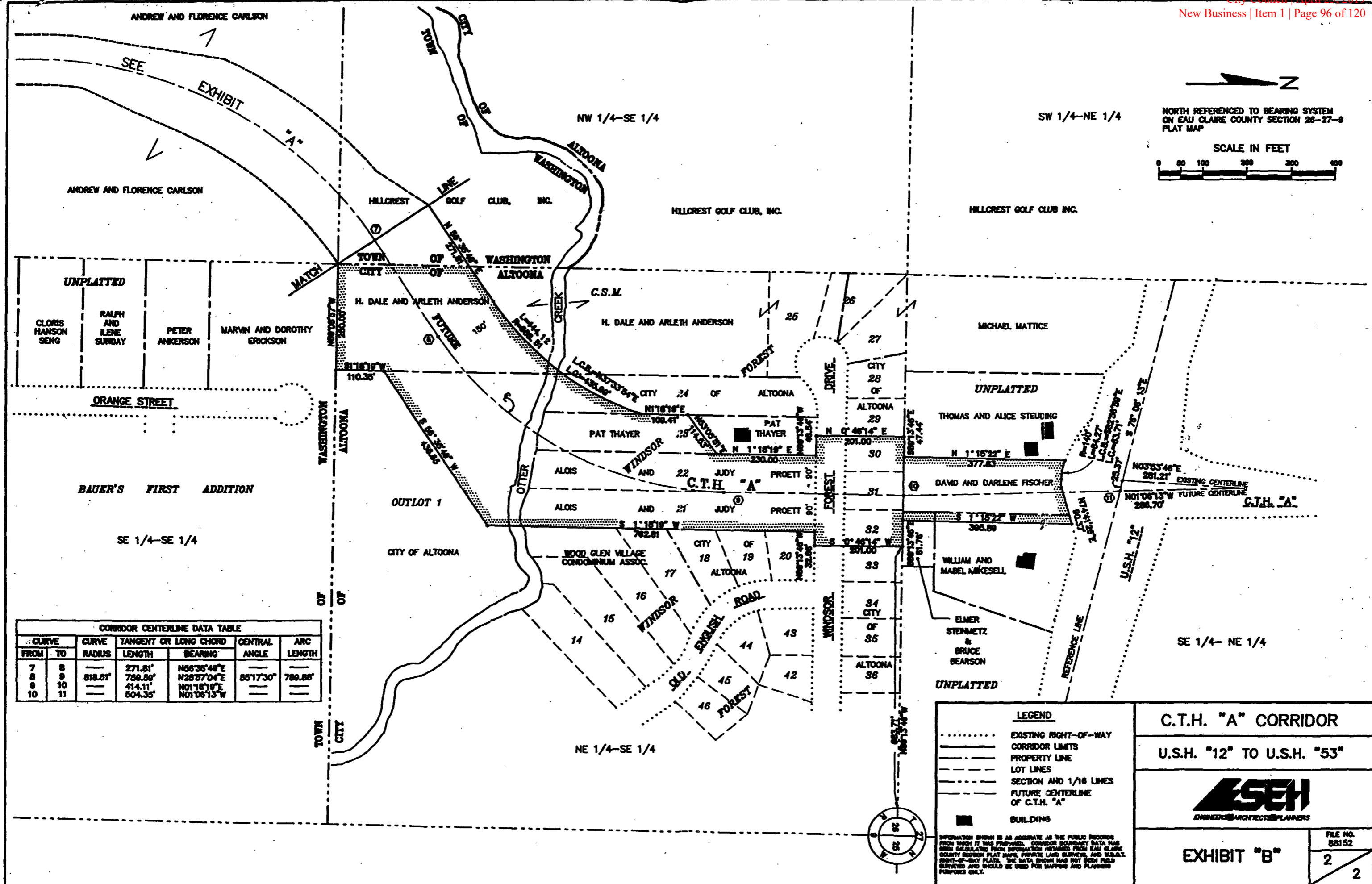
By:   
Gary W. Neill  
Mayor

By:   
Harold E. Blumer  
City Clerk-Treasurer





NORTH REFERENCED TO BEARING SYSTEM  
 ON EAU CLAIRE COUNTY SECTION 26-27-9  
 PLAT MAP



**CORRIDOR CENTERLINE DATA TABLE**

CURVE FROM	CURVE TO	CURVE RADIUS	TANGENT OR LONG CHORD LENGTH	BEARING	CENTRAL ANGLE	ARC LENGTH
7	8	---	271.61'	N56°35'48"E	---	---
8	9	818.61'	750.69'	N28°57'04"E	55°17'30"	780.86'
9	10	---	414.11'	N01°18'19"E	---	---
10	11	---	504.35'	N01°06'13"W	---	---

**LEGEND**

- ..... EXISTING RIGHT-OF-WAY
- CORRIDOR LIMITS
- PROPERTY LINE
- LOT LINES
- SECTION AND 1/16 LINES
- FUTURE CENTERLINE OF C.T.H. "A"
- BUILDINGS

INFORMATION SHOWN IS AS ACCURATE AS THE PUBLIC RECORDS FROM WHICH IT WAS PREPARED. CORRIDOR BOUNDARY DATA HAS BEEN CALCULATED FROM INFORMATION OBTAINED FROM EAU CLAIRE COUNTY SECTION PLAT MAPS, PRIVATE LAND SURVEYS, AND U.S.G.S. RIGHT-OF-WAY PLATS. THE DATA SHOWN HAS NOT BEEN FIELD SURVEYED AND SHOULD BE USED FOR MAPPING AND PLANNING PURPOSES ONLY.

**C.T.H. "A" CORRIDOR**

U.S.H. "12" TO U.S.H. "53"

**EXHIBIT "B"**

FILE NO. 88152  
 2  
 2

## 2.8 COMMUNITY DESIGN PRINCIPLES

### 2.8.1 Issues & Opportunities Identified During the Planning Process

In general, the Plan Committee felt development should strive to enhance the community's character, minimize impacts to adjacent uses, and reflect sound architectural, planning and engineering principles.

### 2.8.2 Goals, Objectives & Policies

#### GOAL 1

**Ensure high quality site and building designs within the community to uphold property values and reinforce the character of the City**

#### Objectives:

1. Maintain site and building design guidelines for all new development, which reinforces traditional neighborhood design and new urbanism principles.

#### Policies:

1. Sites, buildings and facilities shall be designed in accordance with the policies outlined below:
  - a. **Building Location in the Extraterritorial Area:** Lots and buildings shall be arranged for potential re-subdivision into City-sized lots to facilitate higher density development once the property has been annexed, including reduced setbacks to allow an efficient and economical connection to City water and sanitary sewer systems at the time of annexation.
  - b. **Environmentally Sensitive Areas:** Avoid fragmentation and isolation of remaining natural areas and corridors. Lots and buildings shall be configured to retain large tracts of undeveloped land. Developers shall strive to connect undeveloped lands with existing undeveloped areas to maintain environmental corridors. Building development shall be severely limited in areas designated as shorelands, wetlands, floodplains, and areas within steep slopes. To the extent possible, developers shall preserve existing woodlands and mature trees during and after development. The City encourages the use of conservation subdivisions, rather than the conventional lot-by-lot division of land in areas containing environmentally sensitive resources (see Figure 2.1 & 2.2).

Figure 2.1: Conventional vs. Conservation Subdivision Design

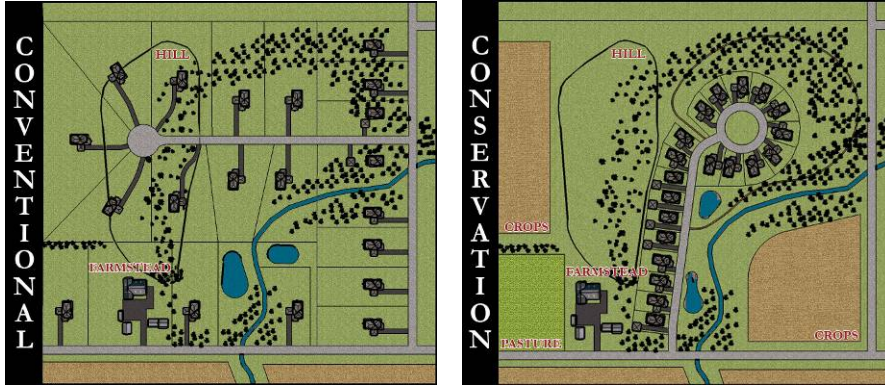


Figure 2.2: Conservation Subdivision Design Principles

**Create pedestrian trails through common open space areas**

**Design streets and lot layouts to blend with natural and land contours**

**Arrange lots so that houses are not placed on exposed hilltops or ridgelines**

**Provide vegetative buffers between building sites, wetlands and streams beyond the minimum setback standards**

**Preserve mature trees, stone rows and tree lines**

**Encourage stormwater management treatment systems that focus on Best Management Practices (BMPs)**

**Restore the quality and continuity of degraded environmental areas within the subdivision, such as streams and wetlands**

**Hiding development from main roads to the extent possible through natural topography (tree lines, wooded edges, etc.), landscaped buffers, and setbacks**

- c. **Single-Family Areas:** The City encourages well-designed neighborhoods that reflect traditional neighborhood design principles, including the elements listed below and illustrated in Figure 2.3.

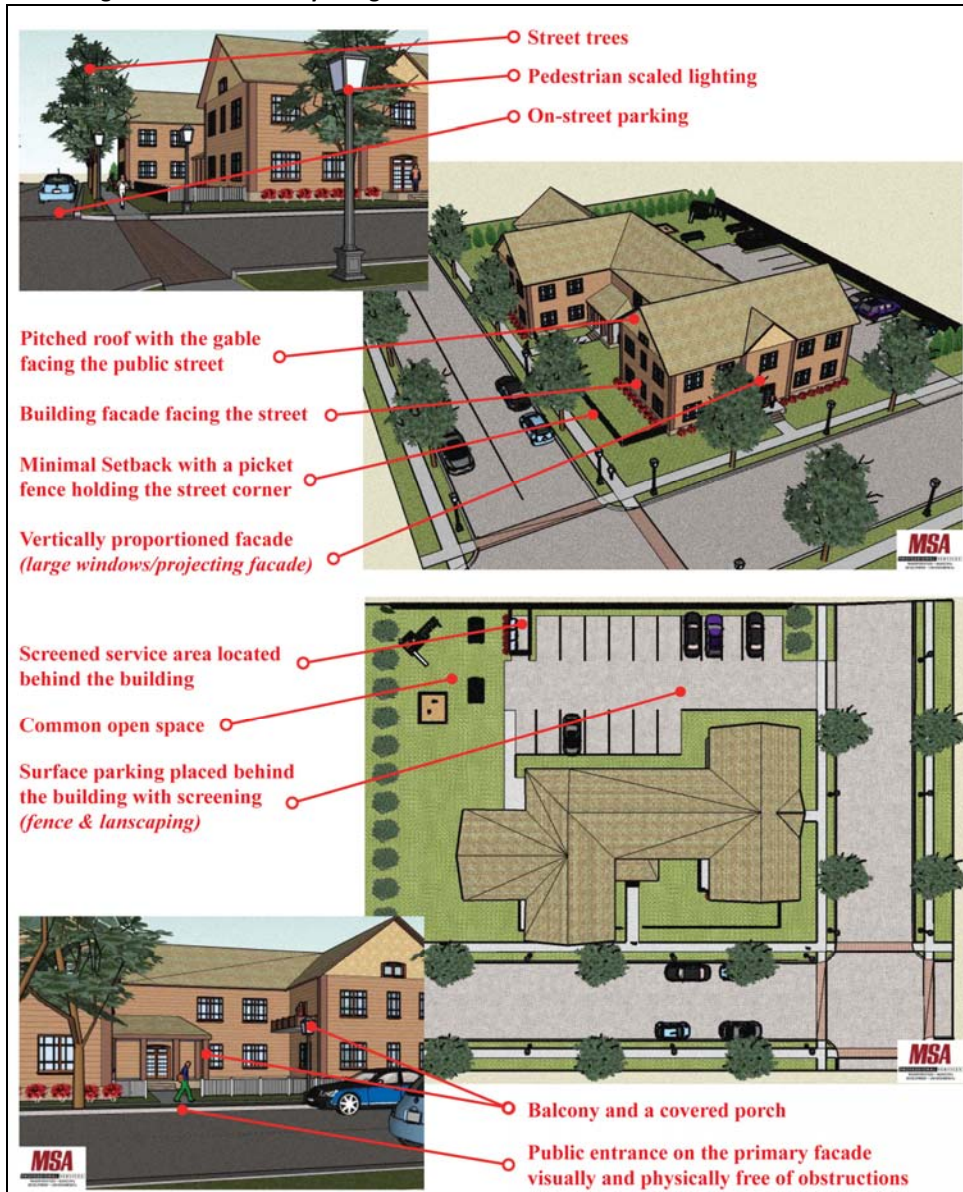
Figure 2.3: Single-Family Design Guidelines



- **Relationship to the Street:** Design the building such that the primary building façade is orientated towards the street. Place the building within close proximity to the sidewalk (usually within twenty feet of the public right-of-way, or as close as applicable zoning allows), or incorporate a garden wall and/or a fence line (picket, wrought iron, etc.) that can maintain the existing street wall. A gable facing the street is strongly encouraged.

- **Building Materials:** Use high-quality, long-lasting building materials such as kiln-fired brick, wood, and fiber cement siding. All exposed sides of the building should have similar materials as used on the front façade.
  - **Building Projections:** Provide balconies, covered porches, and bay windows, especially on facades facing public streets.
  - **Garages:** Place the garage at least 6 feet behind the primary façade and front door of the home or in the rear yard to avoid a “garage-scape” street appearance.
  - **Landscaping:** Provide generous landscaping, with an emphasis on native plant species, especially along street frontages.
  - **Lighting:** Lights should be full-cut-off fixtures that are directed to the ground to minimize glare and light pollution.
  - **Neighborhood Diversity:** Vary the lot sizes, building heights, building colors, and housing floor plans within any given street block.
- d. **Multi-Family Areas:** The City encourages high-quality multi-family housing designed to blend in with traditional neighborhoods. The general guidelines listed below and Figure 2.4 will provide assistance in guiding future multi-family development:
- **Relationship to the Street:** Design the building such that the primary building façade is orientated towards the street. Provide a public entrance on the primary building façade that is visually and functionally free of obstruction. Place the building within close proximity to the sidewalk (usually within twenty feet of the street’s right-of-way), or incorporate a garden wall and/or a fence line (picket, wrought iron, etc.) that can maintain the existing street wall.
  - **Architectural Character:** Design the building using architectural elements that provides visual interest and human scale that relates to the surrounding neighborhood context and the City’s overall character. This can be accomplished by using the following techniques: expression of structural bays, variation in materials, variation in building plane, articulation of the roofline or cornice, use of vertically-proportioned windows, pitched roof with the gable(s) facing the street, etc.
  - **Building Materials:** Use high-quality, long-lasting finish materials such as kiln-fired brick, wood, and fiber cement siding. All exposed sides of the building should have similar or complementary materials as used on the front façade.
  - **Building Projections:** Provide balconies, covered porches, and bay windows, especially on facades facing public streets.

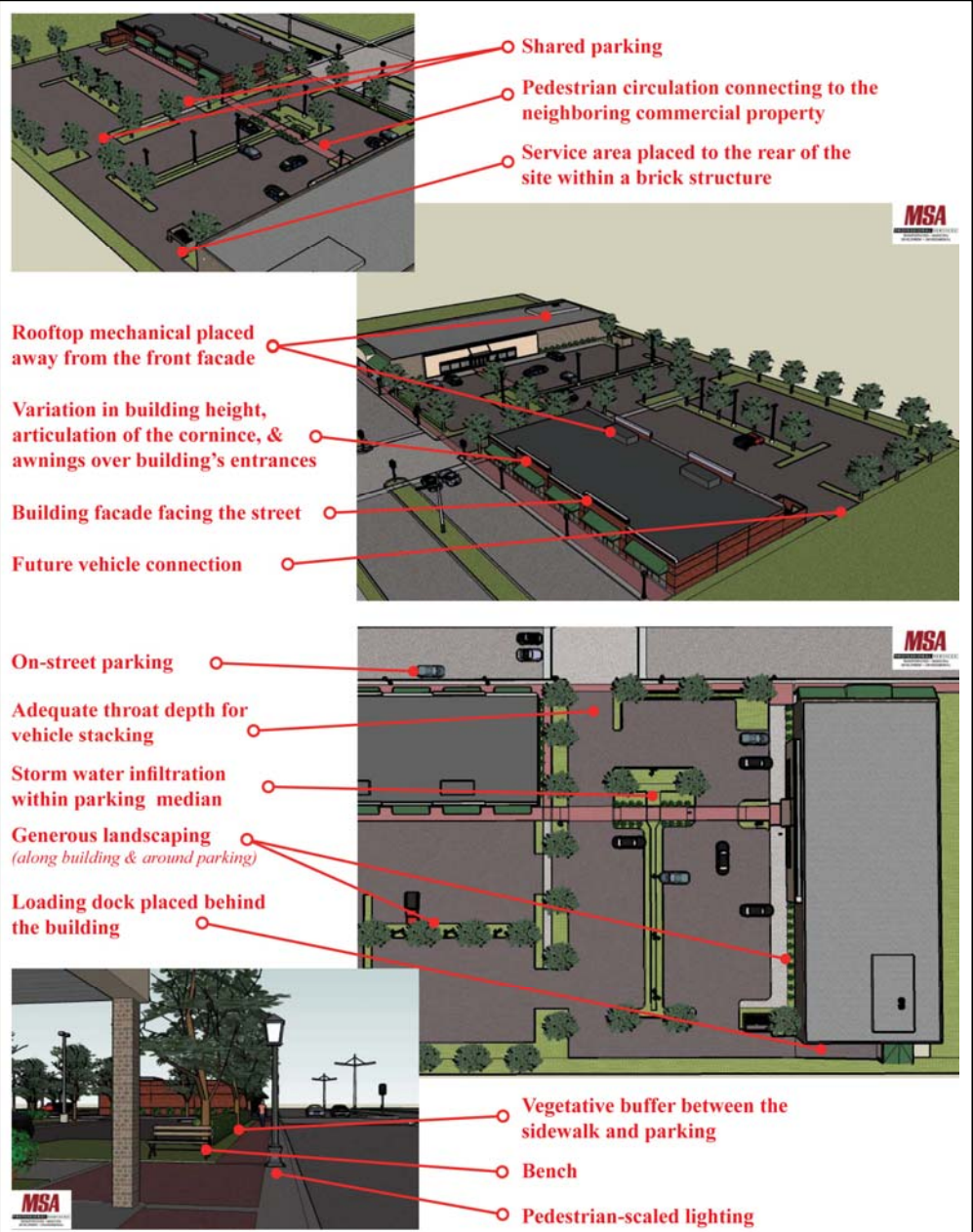
**Figure 2.4: Multi-Family Design Guidelines**



- **Parking and Buffering:** Fit the parking below the building or place surface parking behind the building. Provide landscaping of sufficient size to screen out unsightly parking areas from the street and neighboring properties. Insert landscape islands in parking lots with more than eighteen consecutive stalls.
- **Service Areas:** Trash containers, recycling containers, street-level mechanical, and rooftop mechanical should be located or screened so that they are not visible from a public street. Screening should be compatible with building architecture and other site features.
- **Common Open Space:** Provide gardens, grass areas, and play areas to serve the needs of the residents. The use of contiguous back yards to create a larger network of open space is encouraged.

- **Landscaping:** Provide generous landscaping, with an emphasis on native plant species, especially along street frontages.
  - **Lighting:** Lights should be full-cut-off fixtures that are directed to the ground to minimize glare and light pollution.
- e. **Commercial and Industrial Areas:** Commercial and industrial uses provide the City with economic stability and provides goods, services, and jobs for its residents. However, the buildings designed for these uses are often not adaptable for another use after the initial user leaves. To ensure high-quality and long-lasting projects the following guidelines and illustrations (Figures 2.5-2.7) will provide assistance in guiding future business development:

Figure 2.5: Business Design Guidelines



- **Relationship to the Street:** Design the building such that the primary building façade is orientated towards the street. Provide a public entrance on the primary façade that is visually and functionally free of obstruction.
- **Architectural Character:** Design the building using architectural elements that provides visual interest and human scale that relates to the surrounding neighborhood context and the City’s overall character. This can be accomplished by using, but is not limited to, the following techniques: expression of structural bays, variation in materials, variation in building plane, articulation of the roofline or cornice, use of vertically-proportioned windows, pitched roof with the gable(s) facing the street, etc.
- **Building Materials:** Use high-quality, long-lasting finish materials such as kiln-fired brick, stucco, and wood. All exposed sides of the building should have similar or complementary materials as used on the front façade.
- **Building Projections:** Canopies, awnings, and/or gable-roof projections should be provided along facades that give access to the building.

Figure 2.6: Desired Sign Types

- **Signage:** Use pedestrian-scaled sign types: building-mounted, window, projecting, monument, and awning. Signs should not be excessive in height or square footage.
- **Parking:** Fit the parking below the building or place it on the side/back of the building, wherever feasible. Provide shared parking and access between properties to minimize the number of curb cuts. Provide vegetative buffers between pedestrian circulation routes and vehicular parking/circulation. Access drive lanes should have adequate throat depths to allow for proper vehicle stacking.
- **Landscaping & Lighting:** Provide generous landscaping, with an emphasis on native plant species. Landscaping should be placed along street frontages, between incompatible land uses, along parking areas, and in islands of larger parking lots. Lights should be full-cut-off fixtures that are directed towards the ground to minimize glare and light pollution.

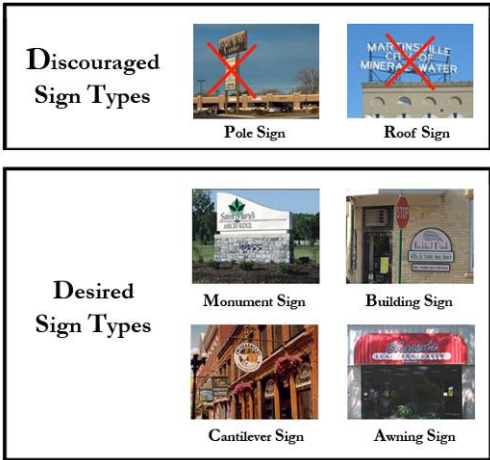
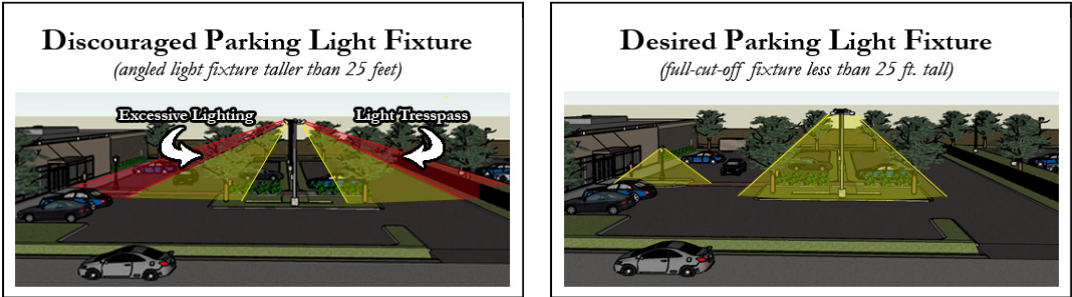


Figure 2.7: Desired Outdoor Lighting

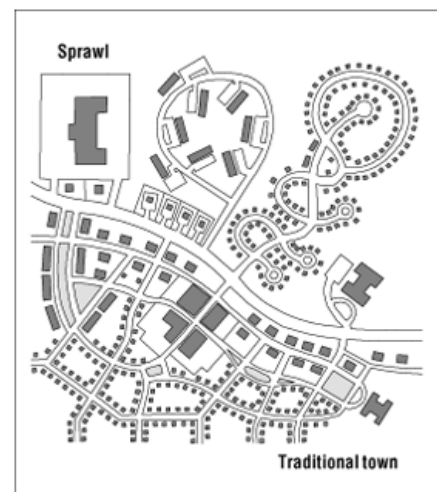




- **Stormwater:** Use rain gardens and bio-retention basins on-site (i.e. in parking islands) in order to filter pollutants and infiltrate runoff, wherever feasible.
  - **Service Areas:** Trash and recycling containers/dumpsters, street-level mechanical, rooftop mechanical, outdoor storage, and loading docks should be located or screened so that they are not visible from a public street. Screening should be compatible with building architecture and other site features.
- f. **Transportation Facilities:** Transportation facilities for new developments shall be constructed according to their functional classification and local ordinances. Direct access to arterial and collector streets will be discouraged. Most lots shall take access from local streets to minimize the impacts to existing transportation facilities and new facilities shall address future connectivity to surrounding properties.

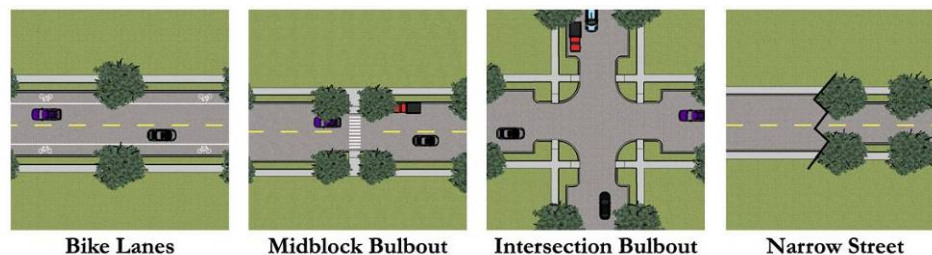
Figure 2.8: Traditional v. Cul-de-Sac Street Design

- **Street Design:** Streets should be designed to the minimum width that will reasonably satisfy safety and maintenance needs. Local streets should not be as wide as collector streets, or “micro-freeways,” which encourages higher travel speeds. Streets should be laid out in a manner that takes advantage of the natural topography and aligns with existing facilities. The use of traditional or modified grid-like street patterns, as opposed to multiple cul-de-sacs and dead end roads, is strongly encouraged.



- **Traffic-Calming Devices:** Traffic-calming devices and designs are encouraged. Specific measures may include: curb extensions/intersection bump outs, roundabouts, teardrop islands, speed bumps and speed tables, median & refuge islands, or turning circles.
- **Pedestrian and Bicycle Improvements:** are strongly encouraged, especially in areas near existing facilities. Specific measures include sidewalks, on-street bike lanes, bicycle route markers, off-street trails, and mid-block footpaths. Some local streets may be safe for walking and biking without the need for sidewalks; however, collector or arterial streets should feature sidewalks for walking and off-street bike paths or marked bike lanes for biking. Bicycle and pedestrian ways shall be designed to connect to adjacent developments, schools, parks, shopping areas, and existing or planned pedestrian or bicycle facilities.

Figure 2.9: Alternative Transportation Designs



## Chapter 19.64

### PCD—PLANNED COMMUNITY DEVELOPMENTS

#### Sections:

19.64.010	Purpose.
19.64.020	Definitions.
19.64.030	Standards governing project approval.
19.64.040	Minimum project size and area.
19.64.050	Uses permitted.
19.64.060	Lot area, lot width, side yard, rear yard, front yard, lot coverage and building height requirements.
19.64.070	Character and intensity of land use.
19.64.080	Economic feasibility and impact.
19.64.090	Engineering design standards.
19.64.100	Usability, preservation and maintenance of open space.
19.64.110	Signs.
19.64.120	Off-street parking.
19.64.130	Screening requirements.
19.64.140	Preapplication conference and review procedures.
19.64.150	Implementation schedule.
19.64.160	Zoning procedure.
19.64.170	Approval of zoning and general development plan.
19.64.180	Final implementation plan—Submittal.
19.64.190	Final implementation plan—Approval.
19.64.200	Completeness Required.
19.64.210	Application and Review Fees.

(The current Chapter 19.64 was repealed and replaced with revised Chapter 19.64. Ord. 12D-05, 2005)

#### **19.64.010 Purpose.**

A planned community development is intended to comprehensively correlate the provisions of this chapter and other ordinances of the city, to permit developments which will provide a desirable and stable environment in harmony with that of the surrounding area; to permit flexibility that will encourage a more creative approach in the development of land, will result in a more efficient, aesthetic and desirable use of open area; to permit flexibility in design, type of use or buildings, use of open spaces, circulation facilities, and off-street parking areas; and to best utilize the site's potential characterized by special features of geography, topography, size or shape and to implement the city's comprehensive and city-approved neighborhood plans.

#### **19.64.020 Definitions.**

For use in a PCD district exclusively certain terms and words are defined and shall have the following meaning unless otherwise defined:

A. "Accessory use" means one which is subordinate to and serves a principal building or principal use; is subordinate in area, extent or purpose to the principal building or principal use served; contributes to the comfort, convenience, or necessity of occupants of the principal building or principal use served with the exception of such accessory off-street parking facilities as are permitted to locate on the same zoning lot with the building or use served.

B. "Applicant" means the owner of a site presented for approval for use as a planned community development under the provisions hereof, appearing personally or by authorized agent.

C. "Common open space" means a parcel or parcels of land or an area of water, or a combination of land and water within the site designated for a planned community development, designed and intended for use or enjoyment of all the residents of the planned community development. Common open space may contain such complementary structures and improvements as are necessary and appropriate for the benefit and enjoyment of all the residents of the PCD including common club houses, pools, tennis courts and similar facilities, but shall not include:

1. Areas reserved for the exclusive use or benefit of an individual tenant or owner, such as fenced yards or private residential yards;
2. Dedicated streets, alleys and other public rights-of-way;
3. Vehicular drives, parking, loading and storage areas; and
4. Areas reserved for nonresidential uses.

D. "Dwelling unit" means a building or portion thereof, but not including a houstrailer or mobile home, designed or used exclusively for residential occupancy, in which not more than two persons per unit other than members of the family, are lodged or boarded for compensation at any one time, including one-family dwelling units, two-family dwelling units, and multiple-family dwelling units, but not including hotels, motels, boardinghouses or lodginghouses.

1. "Single-family dwelling" means a detached building arranged or designed to be occupied by one family, the structure having only one dwelling unit.

2. "Two-family dwelling" means a building designed to be occupied by two families, the structure having only two dwelling units.

3. "Multiple-family dwelling" means a building or portion thereof, designed for occupancy by three or more families living independently of each other.

E. "Family" is one or more persons related by blood, marriage or adoption, living together and maintaining a common household and occupying a single dwelling unit, but not including sororities, fraternities or other similar groupings.

F. "Nonresidential uses" are uses which are of a religious, cultural, commercial, industrial, etc., character.

G. "Plan" means the proposal for development of a PCD, including a plat or subdivision, all covenants, grants of easement and other conditions relating to use, location, project size and area, open space and public facilities. The plan shall include such information as required by this chapter of the zoning title.

H. "Planned community development" means an area to be developed as a unified project and single entity for a group of structures and a number of dwelling units primarily for residential use, the plan for which does not necessarily correspond in lot size, type of dwelling, lot coverage or open space to the regulations in any one district established in this title.

I. "Mixed use development" means a development of a tract of land or building or structure with two or more different uses such as but not limited to residential, office, commercial, entertainment, service, civic, parks, open space or employment consistent with standards and guidelines provided in adopted comprehensive and neighborhood development plans.

#### **19.64.030 Standards governing project approval.**

The plan commission shall consider the proposed PCD plan from the point of view of the standards and purposes of the regulations governing the planned community development so as to achieve a maximum of coordination between the proposed development and the surrounding uses, the conservation of woodland and the protection of watercourses from erosion, siltation and pollution, and a maximum of safety, convenience, and amenity for the residents of the development. To these ends the plan commission and the city council shall consider the location of buildings, parking areas and other features with respect to the topography of the area and existing features such as streams and large trees; the efficiency, adequacy and safety of the proposed layout of internal streets and driveways; the adequacy and location of green area provided; the adequacy, location, and screening of the parking area; if the planned development is consistent with the comprehensive plan; if the planned development can be

planned and developed to harmonize with any existing or proposed development in the area surrounding the project site, and such other matters as the plan commission and city council may find to have a material bearing upon the stated standards and objectives of the PCD zone regulations.

**19.64.040 Minimum project size and area.**

A. The minimum project size permitted in a PCD shall be limited to not less than twelve dwelling units for single family purposes or six dwelling units for two family purposes or four dwelling units for multiple family purposes.

B. The minimum project area shall be adaptable to unified development and shall have within or through the residential area of the PCD no major thoroughfare or other physical feature which will tend to destroy the neighborhood or community aspect.

**19.64.050 Uses permitted.**

No building, structure or land shall be used, and no building, or structure shall be hereafter erected, structurally altered, enlarged or maintained, except for one or more of the uses specifically specified below:

A. Residential Uses. Single-family, two-family and multiple-family dwelling units in detached, semidetached, attached or multistoried structures, or any combination thereof, excluding all home occupations;

B. Nonresidential Uses. Nonresidential uses of a religious, educational, industrial, commercial or recreational character to the extent that they would promote improved environmental design. The nonresidential permitted uses shall be allowed only to the extent that the plan commission finds them to be compatible and harmoniously incorporated into the unitary design of the PCD;

C. Accessory Uses. Uses which are customarily accessory and incidental to permitted principal uses.

D. Mixed Use Development. Mixed use development as defined in Section 19.64.020 I.

**19.64.060 Lot area, lot width, side yard, rear yard, front yard, lot coverage and building height requirements.**

In the PCD district, the requirements for lot area, lot width, side yard, rear yard, front yard, lot coverage and building height shall be consistent with basic planning and zoning principles and designed to encourage and promote improved environmental design and economic vitality. Such requirements as are made a part of an approved recorded precise development plan shall be, along with the recorded plat itself, construed to be and enforced in accordance with this chapter.

**19.64.070 Character and intensity of land use.**

In a PCD district, the uses proposed, also their intensity and arrangement on the site shall be of an aesthetic and operational character which:

A. Are compatible with the physical nature of the site with particular concern for preservation of natural features, tree growth and open space;

B. Produce an attractive environment of sustained aesthetic and ecologic desirability, economic stability and functional practicability compatible with the general development plans for the area as established by the community;

C. Not adversely impact school or other municipal services, including public parks and recreational areas;

D. Not create a traffic or parking demand incompatible with the existing or proposed facilities;

E. Grant the plan commission the right to exclude from a plat any lot or lots which by reason of size, shape, location, or for other good cause are not reasonably consistent with basic planning and zoning principles.

**19.64.080 Economic feasibility and impact.**

The proponents of a planned community development district application shall provide evidence satisfactory to the plan commission and city council of its economic feasibility, of available adequate financing, and that it would not adversely affect the economic prosperity of the city or the values of surrounding properties.

**19.64.090 Engineering design standards.**

The width of the street right-of-way, width and location of street or other paving, outdoor lighting and streetlights, location of sewer and water lines, provisions for stormwater drainage or other environmental engineering consideration shall be satisfactory to the plan commission; provided, however, that in no case shall public standards be less than those necessary to insure the public safety and welfare as determined by the city.

**19.64.100 Usability, preservation and maintenance of open space.**

In a planned community development district, no open space may be delineated or accepted as open space under the provisions of this chapter unless adequate provision shall be made to meet the following standards:

A. The location, shape, size and character of the common open space must be suitable to the PCD.

B. Common open space must be used for amenity or recreational purposes. The uses authorized for the common open space must be appropriate to the scale and character of the PCD, considering its size, density, expected population, topography and the number and type of dwellings to be provided.

C. Common open space must be suitably improved for its intended use, but common open space containing natural features worthy of preservation may be left unimproved. The buildings, structures and improvements which are permitted in the common open space must be appropriate to the uses which are authorized for the common space and must conserve and enhance the amenities of the common open space having regard to its topography and unimproved condition.

D. The development schedule which is part of the development plan must coordinate the improvement of the common open space, the construction of buildings, structures, and improvements in the common open space and the construction of any residential dwellings in the PCD.

E. If the final development plan provides for buildings, structures and improvements in the common open space, the developer must provide a bond for fifty percent of the cost of the improvements or other adequate assurance that the buildings, structures or improvements will be constructed.

F. In the case of private reservation, the open area to be reserved shall be protected against building development by conveying to the city as part of the conditions for project approval an open space easement over such open areas restricting the area against any future building or use except as is consistent with that of providing landscaped open space for the aesthetic and recreational benefit of the development. Buildings or uses for noncommercial, recreation, or cultural purposes compatible with the open space objective may be permitted only where specifically authorized as part of the development plan or subsequently, with the express approval of the city council following approval of building, site and operational plans by the plan commission.

G. It may be conveyed to trustees provided in an indenture establishing an association or similar organization for the maintenance of the planned unit development. The common open space must be conveyed to the trustees subject to covenants to be approved by the plan commission which restrict the common open space to the uses specified on the final development plan, and which provide for the maintenance of the common open space in a manner which assures its continuing use for its intended purpose.

H. The care and maintenance of such open space reservation shall be assured by establishment of appropriate management organization for the project. The manner of assuring maintenance and assessing such cost to individual properties shall be included in any contractual agreement with the city and shall be included in the title to each property.

I. Ownership and tax liability of private open space reservation shall be established in a manner acceptable to the city and made a part of the conditions of the plan approval.

**19.64.110 Signs.**

In the planned community development district, signs shall be classified and permitted in accordance with such requirements as are made a part of the final implementation of such plan and construed to be and enforced as a part of this chapter.

**19.64.120 Off-street parking.**

In the planned community development district, off-street parking facilities shall be provided in accordance with applicable regulations herein set forth in Chapter 19.52 or any applicable overlay zoning district, and such requirements as are made a part of an approved, recorded, precise development plan shall be, along with the recorded plan itself, construed to be and enforced as a part of this chapter. There shall be two extra parking spaces clearly designated as “Handicapped Parking only” in each parking lot.

**19.64.130 Screening requirements.**

Opaque screening shall be required when property for nonresidential uses or structures in a PCD district abuts property for a residence or residentially zoned districts, or when parking or loading areas abut a public street. Screening shall include decorative fences, walls, vegetation, berms, or a combination of similar features. Walls and fences shall include durable, high quality materials such as native stone, masonry, wrought iron, or similar materials. Chain link fences shall not be considered an appropriate screening material along public street frontage. Such screening shall be done in accordance with an approved landscape plan to ensure the compatibility of the proposed landscape with the visual character of the city, with surrounding parcels, and with existing and proposed features of the subject property.

**19.64.140 Preapplication conference and review procedures.**

Before submitting an application for a PCD, an applicant is required to attend a pre-application conference with city staff to obtain information and guidance regarding the review procedures. The conference shall be used to obtain information and guidance before entering into binding commitments or incurring substantial expense in the preparation of plans, surveys and other data. The review procedures are intended to explicitly state the requirements at each stage of the review process. Each applicant shall have the option to submit an application for approval of the PCD at either the preliminary or final development plan stage, if the requirements are fulfilled according to this chapter.

**19.64.150 Implementation schedule.**

The proponents of a planned community development district shall submit a reasonable schedule for the implementation of the development to the satisfaction of the city council including suitable provisions for assurance that each phase could be brought to completion in a manner which would not result in adverse effect upon the community as a result of termination at that point.

**19.64.160 Zoning procedure.**

The procedure for zoning to a planned community development district shall be the same as required for any other zoning district, except that in addition thereto, the zoning may only be considered in conjunction with a development plan, and shall be subject to the following additional requirements:

A. General Development Plan. The applicant shall file with the plan commission a general development plan which shall include the following information:

1. A statement describing the general character of the intended development;
2. An accurate map of the project area including its relationship to surrounding properties and existing topography and key features;
3. Grading plan and storm drainage system;

4. Brief analysis of the social and economic impacts on the community of the project, and commitment and conformance with the community comprehensive plan and city-approved neighborhood plans.
5. A plan of the proposed project showing at least the following information in sufficient detail to make possible the evaluation of the criteria for approval as set forth in subdivision h of this subsection:
  - a. Public and private roads, driveways and parking facilities.
  - b. The patterns of proposed land use including shape, size and arrangement of proposed use areas, density and environmental character,
  - c. General architectural character plan showing at least the following information:
    1. Types, size, and location of structures.
    2. Proposed building materials.
    3. Scale and character.
  4. Statement on compliance with adopted design guidelines that are included in city-approved neighborhood plans or overlay zoning ordinances.
  - d. A utility feasibility study and utility plan.
  - e. The location of recreational and open space areas and facilities, specifically describing those that are to be reserved or dedicated for public acquisition and use.
  - f. General landscape treatment plan showing at least the following information:
    1. Proposed treatment of exterior spaces.
    2. Proposed method(s) of protecting existing vegetation and other landscape features.
    3. Proposed treatment, including preservation and enhancement, of existing natural and man-made site features.
    4. Screening plan which at a minimum depicts plant and other materials used to buffer properties and parking areas.
    5. Compliance with adopted design guidelines that are included in city-approved neighborhood plans or overlay zoning ordinances.
  - g. Appropriate statistical data on size of the development, density/intensity of various parts of the development, ratio of various land uses, economic analysis of the development, expected staging, and any other plans or data required by the plan commission or common council.
  - h. General outline of the intended organizational structure for a property owner's association, if any; deed restrictions and provisions for common services, if any.

**19.64.170 Approval of zoning and general development plan.**

Approval of the rezoning and related general development plan shall establish the basic right of use for the area in conformity with the plan as approved, which shall be recorded as an integral component of the district regulations, but such plan shall be conditioned upon approval of a final implementation plan, and shall not make permissible any of the uses as proposed until a final implementation plan is submitted and approved for all or a portion of the general development plan.

**19.64.180 Final implementation plan—Submittal.**

The final implementation plan shall be submitted to the plan commission and shall include the following detailed construction and engineering plans and related detailed documents and schedules:

- A. An accurate map of the area covered by the plan, including the relationship to the total general development plan;
- B. The pattern of public and private roads, driveways, walkways and parking facilities;
- C. Detailed lot layout and subdivision plat where required;
- D. The arrangement of building groups, other than single-family residences, and their architectural character;
- E. Sanitary sewer and water mains;
- F. The location and treatment of open space areas and recreational or other special amenities;
- G. The location and description of any areas to be dedicated to the public;

- H. General landscape treatment;
- I. Proof of financing capability;
- J. Projected city review and costs associated with the development;
- K. A development schedule indicating:
  - 1. The approximate date when construction of the project can be expected to begin,
  - 2. The stages in which the project will be built and the approximate date when construction of each stage can be expected to begin,
  - 3. The anticipated rate of development,
  - 4. The approximate date when the development of each of the stages will be completed, and
  - 5. The area and location of common open space that will be provided at each stage;
- L. Agreements, bylaws, provisions or covenants which govern the organizational structure, use, maintenance and continued protection of the planned community development and any of its common services, common open areas or other facilities;
- M. Any other plans, documents or schedules requested by the city.

**19.64.190 Final implementation plan—Approval.**

A. Following a review of the final implementation plan, the plan commission shall recommend to the council that it be approved as submitted, approved with modifications, or disapproved.

B. Upon receipt of the plan commission's recommendation, the council may approve the plan and authorize the development to proceed accordingly, add or modify approval conditions, or disapprove the plan and send it back to the plan commission for further negotiation with the developer.

C. In the event of approval of the final implementation plan, the building, site and operational plans for the development, as approved, as well as all other commitments and contractual agreements with the city offered or required with regard to project value, character and other factors pertinent to an assurance that the proposed development will be carried out basically as presented in the official submittal plans, shall be recorded by the developer within a reasonable period of time, as determined by the city council, in the county register of deeds' office. This shall be accomplished prior to the issuance of any building permit.

D. Any subsequent change or addition to the plans or use shall first be submitted for approval to the Zoning Administrator or his/her designee and if, in the opinion of the Zoning Administrator, such change or addition constitutes a substantial alteration of the original plan, the procedure provided in Section 19.64.160, and in this subsection shall be required.

E. If, after approval of the final implementation plan, any portion or stage of the proposed development schedule established under subsection K of Section 19.64.180 is not met, then the plan commission may initiate the appropriate action to rezone the property which has not been developed in accordance with such development schedule to an appropriate zoning district or districts compatible with the surrounding area, as determined by the plan commission. (Ord 12D-05, 2005).

**19.64.200 Completeness Required.**

A. The Zoning Administrator his/her designee shall review the adopted Final Implementation Plan and all related approval conditions for consistency with materials submitted to construction permits.

1. Construction permits shall not be issued unless the construction permitting documents are consistent with approved Final Implementation Plan, approval conditions, and any other applicable ordinance requirements and standards;

2. Any minor alterations between the approved plans and materials submitted to acquire permits may be approved by the Zoning Administrator and/or City Engineer, provided these changes are consistent with all approval conditions and other applicable ordinances and standards;

3. Substantial alterations shall follow the procedure illustrated in Section 19.64.160 prior to obtaining any construction permits.



B. Satisfactory completion all elements illustrated in an adopted or amended Final Implementation Plan, including all approval conditions, shall be complete within 60 days of final building occupancy inspection.

C. The penalty for violation of any provision of this Chapter shall be as provided in Chapter 1.08.

D. Exceptions. A separate completion date may be approved where:

1. Specific elements of a plan are included at the time of initial approval with a different completion or phasing date;

2. Adverse weather or construction conditions require additional time for completion, as approved in writing by the Zoning Administrator.

**19.64.210 Application and Review Fees.**

All Final Implementation Plan (Specific Implementation Plan) applications must be accompanied by a fee established by resolution of the City Council and illustrated in Altoona Municipal Code 3.08. (Ord 1D-18, 2018)



Joshua Clements <joshuac@ci.altoona.wi.us>

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## 3rd Street East Signalization

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**Bieberitz, Daniel C - DOT** <Daniel.Bieberitz@dot.wi.gov>

Mon, Apr 15, 2019 at 1:21 PM

To: Dave Walter <davidw@ci.altoona.wi.us>, "Michels, Chris D - DOT" <Chris.Michels@dot.wi.gov>

Cc: Joshua Clements <joshuac@ci.altoona.wi.us>, "Hines, Chad - DOT" <Chad.Hines@dot.wi.gov>, "Mason, Timothy - DOT" <Timothy.Mason@dot.wi.gov>

Dave,

WisDOT took a traffic count at Nottingham Way in August of 2018. We look at a number of criteria to decide on new signal installations. One is that an intersection shall meet traffic signal warrants. Based on our signal warrant analysis, the intersection of Nottingham Way does not meet any traffic signal warrants. Even if traffic on Nottingham Way doubled, it would still not meet any traffic signal warrants.

The other criteria WisDOT considers is location to adjacent existing signalized intersections. The nearest existing traffic signal is at 3<sup>rd</sup>, which is approximately 1,050 feet away from Nottingham Way. WisDOT prefers traffic signals to be spaced a minimum of 1,200 feet apart and recommends spacing much larger than this on corridors such as Highway 12. (See attached FDM 11-05-03.pdf.)

Let me know if you have any further questions.

Dan

Daniel Bieberitz, P.E., PTOE

Northwest Region Traffic Safety Engineer

Office: 715-836-2823 Cell: 715-579-2851

Email: [daniel.bieberitz@dot.wi.gov](mailto:daniel.bieberitz@dot.wi.gov)

Wisconsin Department of Transportation

[718 W. Clairemont Avenue](#)


[Eau Claire, WI 54701](#)

[Quoted text hidden]

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### 2 attachments

 **USH12\_Nottingham 2018 warrant-analysis.pdf**  
96K

 **FDM 11-05-03 Spacing.pdf**  
132K

# Wisconsin Department of Transportation Traffic Signal Warrant Summary Worksheet

**70%**

The Worksheet(s) attached are provided as an attachment to the Engineering Investigation Study for:

Intersection: USH 12 & Nottingham Way  
 County: Eau Claire  
 City: Altoona

Major Street: USH 12  
 Critical Approach Speed: 55 mph  
 Lanes: 2 or more lanes

Minor Street: Nottingham Way  
 Critical Approach Speed: 25 mph  
 Lanes: 1 lane

% Right Turns Included From North (SB) 0% From East (WB) 0% From South (NB) 0% From West (EB) 0%	In built-up area of isolated community of < 10,000 population? No Total number of approaches at intersection? 4 or more If it is a "T" intersection, inflate minor threshold to 150%? Manually set volume level?
--	---

**Analysis based on EXISTING volume data.**

Date	Day of the Week	Time (HH:MM)			
		From	AM / PM	To	AM / PM
16-Aug-18	Wednesday	7:00	AM	7:00	PM

Warrant Evaluation Summary	Warrant Met:
<b>Warrant 1: Eight - Hour Vehicular Volume</b>	<b>No</b>
Condition A: Minimum Vehicular Volume	No
Condition B: Interruption of Continuous Traffic	No
Condition C: Combination: 80% of A and B	No
<b>Warrant 2: Four-Hour Volume</b>	<b>No</b>
<b>Warrant 3: Peak Hour Volume</b>	<b>N/A</b>
<b>Warrant 4: Pedestrian Volume</b>	<b>N/A</b>
Criterion A: Four-Hour	
Criterion B: Peak-Hour	
<b>Warrant 5: School Crossing</b>	<b>N/A</b>
<b>Warrant 6: Coordinated Signal System</b>	<b>N/A</b>
<b>Warrant 7: Crash Experience</b>	<b>N/A</b>
<b>Warrant 8: Roadway Network</b>	<b>N/A</b>
<b>Warrant 9: Intersection Near a Grade Crossing</b>	<b>N/A</b>

**Warrant Analysis Conducted By:**

Name: Daniel Bieberitz, P.E., PTOE  
 Agency: WisDOT  
 Date: 4/15/2019

### Warrant 1: Eight - Hour Vehicular Volume

70%

Warrant Evaluated? Yes

Warrant Satisfied? No

Manually Set To:

Condition A : Min. Veh. Volume		
Volume Level	70%	56%
Major Rd. Req	420	336
Minor Rd. Req	105	84
Number of Hours	0	0

Satisfied? No

Condition B: Interruption of Continuous Traffic		
Volume Level	70%	56%
Major Rd. Req	630	504
Minor Rd. Req	53	42
Number of Hours	0	3

Satisfied? No

Condition C: Combination of A & B at 56%		
---	--	--

Satisfied? No

6:00 AM		Enter Start Time (Military Time) (HH:MM)			Total
Time Period	From	To	Major Road: Both App. (VPH)	Minor Road: High App. (VPH)	
1	6:00	7:00	0	0	0
2	7:00	8:00	883	45	928
3	8:00	9:00	702	23	725
4	9:00	10:00	563	36	599
5	10:00	11:00	589	29	618
6	11:00	12:00	711	25	736
7	12:00	13:00	820	29	849
8	13:00	14:00	689	24	713
9	14:00	15:00	769	26	795
10	15:00	16:00	834	23	857
11	16:00	17:00	1010	44	1054
12	17:00	18:00	1033	42	1075
13	18:00	19:00	634	27	661
14	19:00	20:00	0	0	0
15	20:00	21:00	0	0	0
16	21:00	22:00	0	0	0

### Warrant 2: Four-Hour Volume

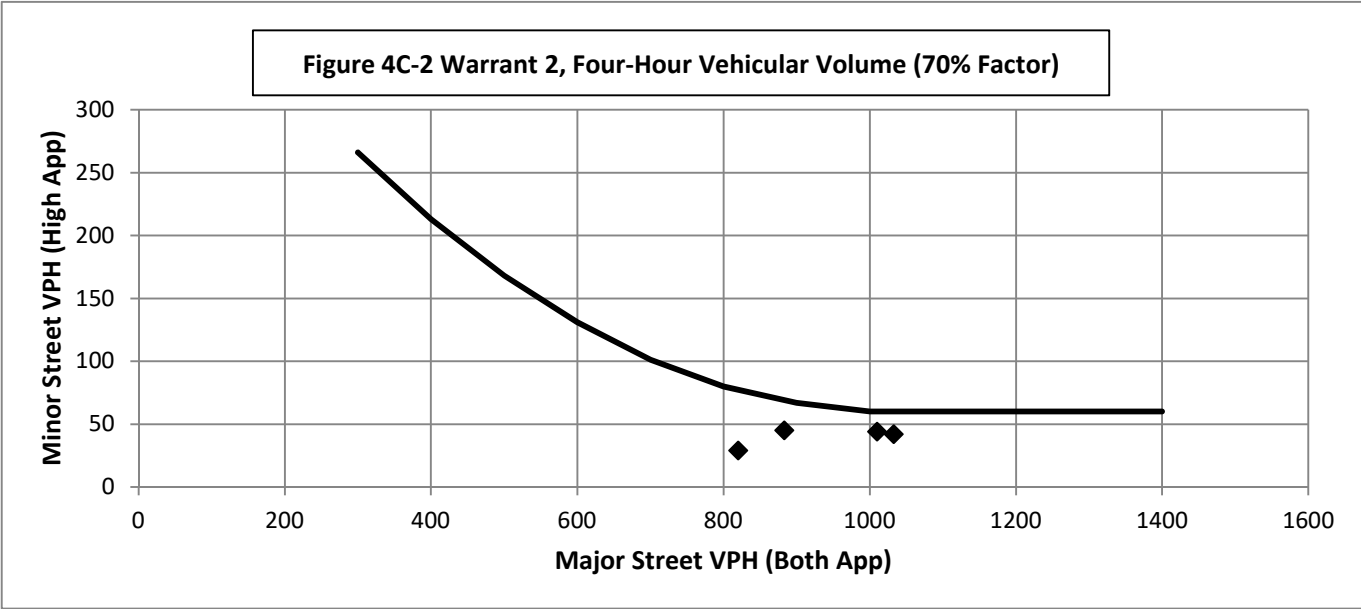
70%

Warrant Evaluated? Yes

Warrant Satisfied? No

Manually Set To:

Hour Start	16:00	17:00	7:00	12:00
Major Road Vol.	1010	1033	883	820
Minor Road Vol.	44	42	45	29



### Warrant 3: Peak Hour Volume

70%

Warrant Evaluated? No

Warrant Satisfied? N/A

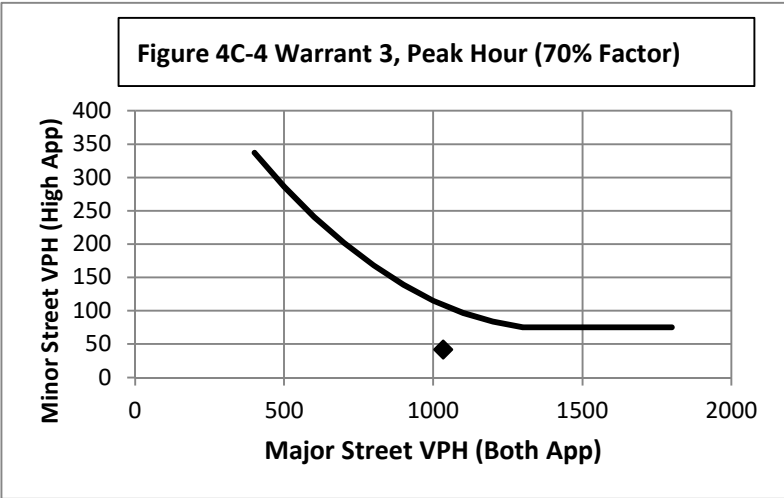
Manually Set To:

Condition justifying use of warrant:

Criteria		Met?
Delay on Minor Approach	4	
Volume on Minor Approach	100	
Total Entering Volume (veh/h)	800	

**Manually Set Peak Hour?**

Peak Hour	Major Road Vol. (Both App.)	Minor Road Vol. (High App.)
17:00	1033	42



### Warrant 4: Pedestrian Volume

70%

Warrant Evaluated?

Warrant Satisfied? N/A

Manually Set To:

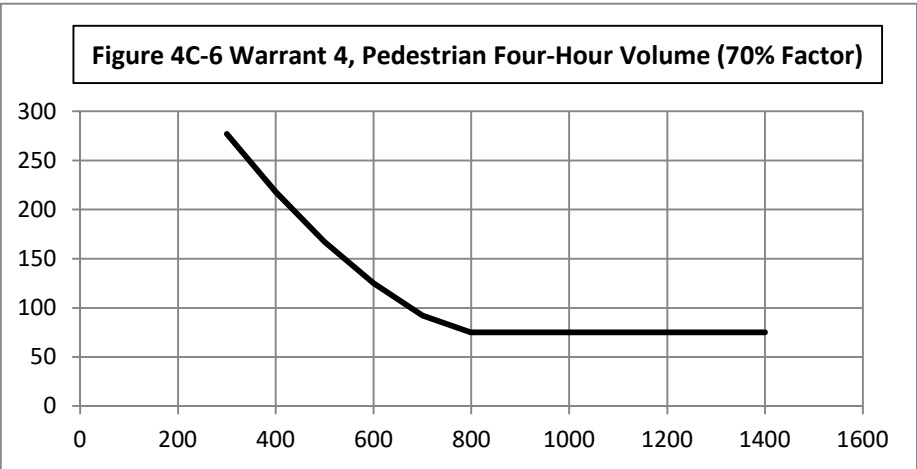
**Criterion A: Four Hour**

Hour (Start)	Pedestrian Volume	Major Road Vol.
		0
		0
		0
		0

Manually Set Major Rd Vol?

Avg. walk speed less than 3.5 ft/s?

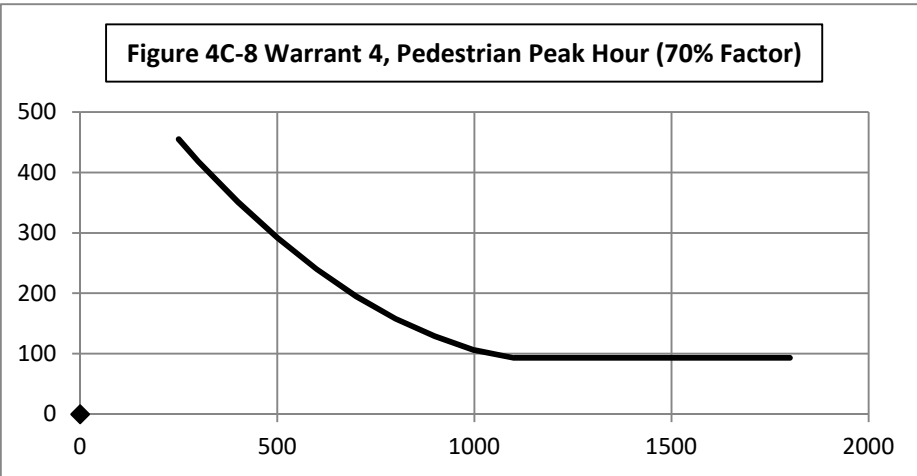
Criterion A Satisfied?



**Criterion B: Peak Hour**

Peak Hour	Pedestrian Vol.	Major Road Vol.
0:00	0	0

Criterion B Satisfied?



## Warrant 5: School Crossing

**70%**

**Warrant Evaluated?**

**Warrant Satisfied? N/A**

**Manually Set To:**

Criteria		Fulfilled?
1	There are a MINIMUM of 20 school children during the highest crossing hour.	
2	There are fewer adequate gaps in the major road traffic stream during the period when the school children are using the crossing than the number of minutes in the same period.	
3	The nearest traffic signal along the major road is located more than 300 ft away. Or, the nearest traffic signal is within 300 ft but the proposed traffic signal will not restrict the progressive movement of traffic.	

## Warrant 6: Coordinated Signal System

**70%**

**Warrant Evaluated?**

**Warrant Satisfied? N/A**

**Manually Set To:**

Criteria		Fulfilled?
1	Signal spacing > 1000 ft	
2	On a one-way road or a road that has traffic predominantly in one direction, the adjacent signals are so far apart that they do not provide the necessary degree of vehicle platooning.	
3	On a two-way road, adjacent signals do not provide the necessary degree of platooning and the proposed and the adjacent signals will collectively provide a progressive operation.	

## Warrant 7: Crash Experience

**70%**

**Warrant Evaluated?**

**Warrant Satisfied? N/A**

**Manually Set To:**

Criteria		Met?	Fulfilled?
1	Adequate trial of other remedial measures has failed to reduce crash frequency. Measures Tried:		
2	Five or more reported crashes, of types susceptible to correction by signal, have occurred within a 12 month period.	# of crashes per 12 months	
3	Warrant 1, Condition A (80%)	No	No
	Warrant 1, Condition B (80%)	No	
	Warrant 4, Criterion A (80%)	No	
	Warrant 4, Criterion B (80%)	No	

## Warrant 8: Roadway Network

**70%**

**Warrant Evaluated?**

**Warrant Satisfied? N/A**

**Manually Set To:**

Criteria		Met?	Fulfilled?
1	Total entering volume of at least 1,000 veh/h during typical weekday peak hour	1075	No
	Five-year projected volumes that satisfy one or more of Warrants 1, 2, or 3.	No	
2	Total entering vol. of at least 1,000 veh/h for each of any 5 hrs of non-normal business day (Sat. or Sun.)		
	Hour		
	Volume		

Characteristics of Major Routes - Select yes if all intersecting routes have characteristic		Fulfilled?
1	Part of the road or highway system that serves as the principal roadway network for through traffic flow	
2	Rural or suburban highway outside of, entering, or traversing a city	
3	Appears as a major route on an official plan	

# Warrant 9: Intersection Near a Grade Crossing

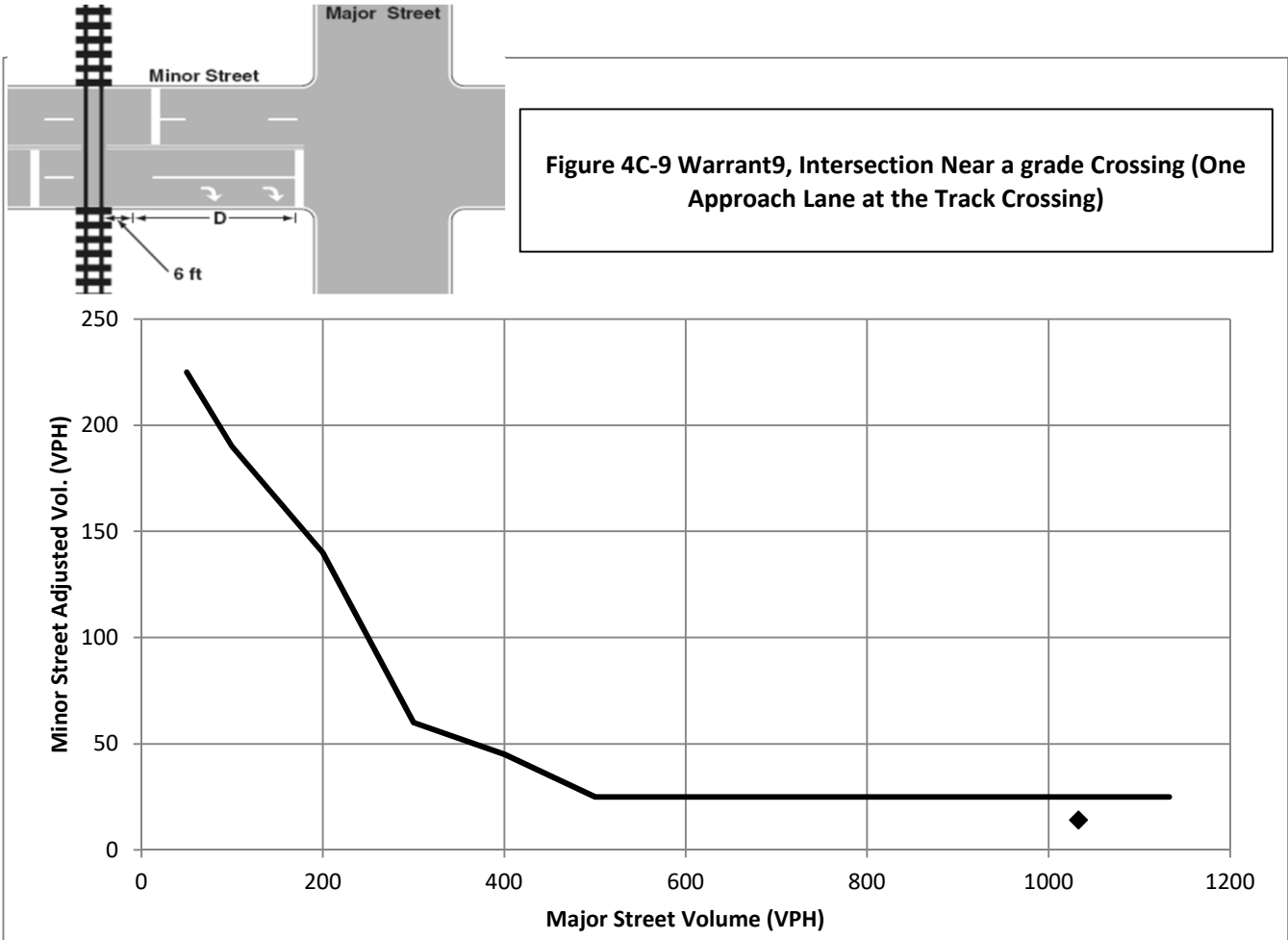
**70%**

Warrant Evaluated?

Warrant Satisfied? N/A

Manually Set To:

Adjustment Factors			Manually Set Peak Hour?				
Rail Traffic per Day	% High Occupancy Buses on Minor Road	% Tractor-Trailer Trucks on Minor Road	D	Peak Hour	Major Road Vol.	Minor Road Vol.	Adjusted Minor Vol.
1	0	0% to 2.5%	660	17:00	1033	42	14.07



Conclusions/Comments:

Updated: 12/6/2017

**Table 5.1 Access Management Principles**

AASHTO <sup>7</sup>	TRB <sup>8</sup>
Classify the road system by the primary function of each roadway  Limit direct access to roads with higher functional classifications  Locate traffic signals to emphasize through traffic movements  Locate driveways and major entrances to minimize interference with traffic operations  Use curbed medians and locate median openings to manage access movements and minimize conflicts	Provide a specialized roadway system  Limit direct access to major roadways  Promote intersection hierarchy  Locate signals to favor through movements  Preserve the functional area of intersections and interchanges  Limit the number of conflict points  Separate conflict areas  Remove turning vehicles from through-traffic lanes  Use nontraversable medians to manage left-turn movements  Provide a supporting street and circulation system

See [FDM Chapter 7](#) for additional guidance on Access management and control.

**5.2 State Access Management Plan (SAMP)**

Chapter 9 of WisDOT’s Connections 2030 Statewide Long-Range Transportation Plan revised the State Access Management Plan (SAMP) and increased the number of tiers from two to five. All STH routes are assigned to one of the tiers.

- Tier 1 maximizes Interstate/Statewide traffic movement
- Tier 2A maximizes Interregional traffic movement
- Tier 2B maximizes Interregional traffic movement
- Tier 3 maximizes Regional/Intra-urban traffic movement
- Tier 4 balances traffic movement and property access

See [FDM 7-5-1](#) for additional guidance.

**5.3 Spacing**

These guidelines are intended as a tool in relating access to facility type, functional type, and traffic volume of both the route under study and intersecting routes. [Attachment 5.1](#) shows rural arterial access spacing. The access spacing determined from [Attachment 5.1](#) is the minimum distance between that intersecting facility and adjacent similar type or higher type access points (private, public, at-grade, or interchange) without regard to functional classification of the adjacent access points.

Refer to [FDM 11-30-1](#) regarding ramp terminal spacing

Urban charts are not part of this guide. Since urban areas are unique, other controls such as existing development and street spacing usually require varying degrees of access. See [FDM 11-25-2](#) for guidance on corner clearance to driveways. See [FDM 11-25-2](#), [FDM 11-25-5](#) and [FDM 11-25-20](#) for guidance on median openings.

Also, no recommendation is given for "Routes Under Study" functionally classified lower than arterial. Lower classified routes vary considerably.

Consider the possibility of changes in the degree of access control of a highway whenever reconstruction (or new construction) is contemplated. The investigation should consider both the immediate effects of changes and the impact of future development. Changes in land use patterns and intensity that occur during the ultimate life of the right-of-way will have a great effect upon the traffic patterns and highway obsolescence. It is desirable to control access according to conditions expected to exist during the latter part of the road's life expectancy.

<sup>7</sup> See p.90 in (2) *A Policy on Geometric Design of Highways and Streets 2004*, 5th edition. AASHTO, 2004.

<sup>8</sup> See pp.7-10 in (1) Introduction and Concepts. In *Access Management Manual* Transportation Research Board, 2003, ch. 1, pp.3-11.



By 2010 Wisconsin communities, including counties, will adopt comprehensive plans which are required in order to make valid local zoning and land division decisions. Many multi-jurisdictional and regional plans are also under way. Public utilities base their plans for future expansion of services on predicted population growth and movement. All of these are good sources of information about the future land uses that could affect state highways.

The proximity of adjacent intersections to locations that are or may be signaled should be maintained at a minimum of 1200-ft, unless a greater distance is shown in [Attachment 5.2](#). See Traffic Signal Design Manual (TSDM) at:

<https://wisconsindot.gov/Pages/doing-bus/local-gov/traffic-ops/manuals-and-standards/tsdm/tsdm.aspx>

#### 5.4 Intersecting Roadways

Determine the extent of access control to apply around intersecting roads. The degree and length of this control depends, for the most part, on the design of the intersection (stop or free-flow design), traffic volumes using the intersecting highway, and traffic generated by the adjacent property. Factors generally considered are the number and speed of vehicles approaching an intersection and the conditions of entrance to the major highway (i.e., stop, yield, unmarked). Other considerations may include intersection sight distance and vision corners addressed in [FDM 11-10-5](#); or functional area and corner clearance addressed in [FDM 11-25-2](#). Further extension or expansion of access control along intersecting roadways has to be evaluated on a project-by-project basis.

#### 5.5 Interchange Areas

Interchanges are expensive to build and to upgrade. Therefore, it is essential that they be designed and operated as efficiently as practical. To preserve their intended function, adequate geometry at ramp termini and appropriate access control along the crossroads are essential.

Many older interchanges have been designed with only limited access control on the intersecting crossroad. As a result, considerable development may occur near the intersection of the ramp terminus and the crossroad. Over time, such ramp termini, as well as several nearby access connections, may require signalization or roundabouts, thereby causing increased delay on the crossroad.

In urbanized areas, high turning volumes and close spacing between adjacent ramp termini and access connections can create operational problems on the crossroad that can cause; extensive queuing, delay, heavy weaving volumes, and poor traffic progression. Ultimately, these types of problems at the ramp termini can affect traffic on the ramp and may cause spill back onto the mainline freeway. These problems consist of queue spillback, stop-and-go travel, heavy weaving volumes, and poor traffic progression.

To ensure efficient operations along the crossroad at an interchange, adequate lengths of access control need to be a part of the overall design of an interchange. This minimizes potential for queue spill back on the ramp and cross road approaches to the ramp terminus. Increased spacing between access points will also provide adequate distances for weaving on the crossroad, provides space for merging maneuvers, and provides space for storage of turning vehicles at access connections on the crossroad.

Access control at interchanges should be coordinated with local zoning authorities.

For additional guidance, see pp. 749-752 of the AASHTO GDHS<sup>9</sup>, "Access Separations and Controls on the Crossroad at Interchanges."

##### 5.5.1 Access Control on Interchange Crossroad

Access control at an interchange along the crossroad shall comply with Table 1 of [Attachment 5.2](#), but not be less than intersection corner clearance as defined in [FDM 11-25-2](#).

- Do not allow new access between the interchange ramp and the public road.
- If private access already exists on the crossroad between the ramp and the public road, evaluate the potential cost of either removing that access or restricting it to right-in, right-out only. It may be justifiable to allow interim access until the access use changes or until the traffic volume from the access point justifies a higher level of intersection control than a stop condition. The access is then re-evaluated for removal. Consider what costs and impacts there may be if it is necessary to go back at some time in the future and acquire or close access due to serious operational problems. Do not allow a median opening between the interchange ramp and the Public Road.
- Do not allow access on the cross road in the transition area (merge or diverge condition) from 4-lanes down to 2-lanes.

<sup>9</sup> (2) *A Policy on Geometric Design of Highways and Streets 2004*, 5th edition. AASHTO, 2004.

**ORDINANCE 4A-19**

**To rezone parcels as further described to amend the Hillcrest Greens General Implementation Plan**

THE COMMON COUNCIL OF THE CITY OF ALTOONA DOES HEREBY ORDAIN AS FOLLOWS:

**Section One:**

That the following parcels be rezoned from Planned Community Development (PCD) to PCD: 201-2377-06-000, 201-2377-10-030, 201-2377-10-040.

**Section Two:**

That parcel 201-1045-06-000 be rezoned from C Commercial District and P Public & Conservancy to PCD.

**Section Three:**

The General Implementation Plan for the specifically identified parcels shall be approved, inclusive of any and all approval conditions set forth by the Common Council, consistent with Altoona Municipal Code. This Plan shall establish the basic use and arrangement for the parcels in conformity with the plan.

**Section Four:**

That the official zoning map of the City of Altoona be changed to reflect this amendment.

**Section Five:**

That this Ordinance need not be codified and shall take effect upon its adoption and publication as required by law.

Dated this 25th day of April, 2019.

**CITY OF ALTOONA**

By: \_\_\_\_\_  
Brendan Pratt, Mayor

By: \_\_\_\_\_  
Cindy Bauer, City Clerk

Approved: \_\_\_\_\_

Published: \_\_\_\_\_

Adopted: \_\_\_\_\_

This instrument drafted by City Planner Joshua Clements

**Resolution # 4C-19**  
**A RESOLUTION AMENDING THE CITY OF ALTOONA**  
**2019 TAX INCREMENT DISTRICT (TID) #2 & 3 BUDGETS**  
**TO INCLUDE PROJECT PLAN AMENDMENTS FOR TID #2, THE PURCHASE OF**  
**STATE-OWNED LAND AND INCLUDE THE REMAINING TID #3 ELIGIBLE COSTS**  
**INCLUDED IN THE UPDATED PRO FORMA**

WHEREAS, the City of Altoona has levied taxes and appropriated monies for 2019 TID #2 and TID #3 revenues and expenditures; and

WHEREAS, the City Council approved a Project Plan Amendment for TID #2 on April 16, 2019 which adds additional project costs of \$944,661 to the TID#2 Project Plan that were not previously budgeted; and

WHEREAS, TID #3 budgeted \$188,504 of contributions from TID #2; but because of the amendment to TID #2, contributions to TID #3 will be changed to \$9,456 in 2019; and

WHEREAS, TID #3 River Prairie Extra Projects that were previously approved and not completed are being carried over to 2019; and

WHEREAS, the City Council approved purchasing property for \$125,030 on March 14, 2019 that is in TID #3 that was not previously budgeted; and

WHEREAS, because of the immediate need for additional parking in River Prairie, two parking lots have been included in the TID #3 Pro Forma that were not previously budgeted;

WHEREAS, the City is reviewing an agreement with Prevea to complete a Sinc Project in TID #3 with an estimated amount of \$20,000;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Altoona, that the 2019 TID #2 and #3 Budgets be amended whereby the below listed accounts are to be adjusted as follows:

Tax Increment District #2 Budget Amendment April 25, 2019				
Acct. Nbr.	Short Description	2019 Budget	04/25/2019 Amendment	Amended 2019 Budget
<b>Revenues</b>				
420-00-49210-000-000	Transfer from Reserves	\$0	\$765,613	\$765,613
			<b>\$765,613</b>	
<b>Expenses</b>				
420-02-51410-620-000	TID #2 Administrative Costs	\$200	\$14,800	\$15,000
420-00-59200-621-000	TIF Expenditures-Deveny Project	\$0	\$944,661	\$944,661
420-00-59430-000-000	TID #2 - Trans to TID #3	\$188,504	-\$179,048	\$9,456
			<b>\$765,613</b>	

Tax Increment District #3 Budget Amendment April 25, 2019				
Acct. Nbr.	Short Description	2019 Budget	04/25/2019 Amendment	Amended 2019 Budget
<b>Revenues</b>				
430-00-42420-000-000	Contributions from TID #2	\$188,504	-\$179,048	\$9,456
430-00-49300-000-000	Fund Balance Applied	\$1,180,869	\$1,948,732	\$3,129,601
			<b>\$1,769,684</b>	
<b>Expenses</b>				
430-00-51410-233-000	Consulting/Engineering	\$10,000	\$27,950	\$37,950
430-06-53200-624-001	Trail Loop Completion #1 EP	\$0	\$553,098	\$553,098
430-06-53200-624-003	Site Furniture& SmEquip #3 EP	\$0	\$17,588	\$17,588
430-06-53200-624-005	Bike Parking #5 EP	\$0	\$25,000	\$25,000
430-06-53200-624-006	Announcement Feat/Hwy 53 #6 EP	\$0	\$96,642	\$96,642
430-06-53200-624-008	Wayfinding & Park Signs #8 EP	\$0	\$15,217	\$15,217
430-06-53200-624-009	RP Bathrooms #9 EP	\$0	\$560,659	\$560,659
430-06-53200-624-010	Small Garden Shed #10 EP	\$0	\$2,500	\$2,500
430-06-53900-627-000	TIF Expenditures-Land Purchase	\$0	\$125,030	\$125,030
430-06-53900-628-000	Parking Lot-Xcel Easement	\$0	\$136,000	\$136,000
430-06-53900-629-000	Parking Lot-Under Bridge	\$0	\$190,000	\$190,000
430-06-53900-630-000	Sinc Project	\$0	\$20,000	\$20,000
			<b>\$1,769,684</b>	

Dated this 25th day of April 2019

CITY OF ALTOONA

\_\_\_\_\_  
 Brendan Pratt  
 Mayor

\_\_\_\_\_  
 Cindy Bauer  
 City Clerk

Approved \_\_\_\_\_  
 Published \_\_\_\_\_

## 2019 River Prairie Extra Projects Summary

<u>Dept Head Responsible</u>	<u>Project</u>	<u>Acct #</u>	<u>Amount Approved</u>	<u>2017 &amp; 2018</u>	<u>Remaining 1/1/19 Amount</u>
	Engineering Services	430-06-53200-624-015	\$36,000	8,050	\$27,950
Dave	Trail Loop Completion (3 Segments)	430-06-53200-624-001	\$753,000	199,901	\$553,098
DONE	Compressor for Boat Launch Area	430-06-53200-624-002	\$16,000	3,064	\$12,936
Ben/Debra/Josh	Site Furniture & Small Equipment	430-06-53200-624-003	\$41,000	23,412	\$17,588
DONE	Public Art	430-06-53200-624-004	\$100,000	100,410	-\$410
Josh	Bike Parking (30)	430-06-53200-624-005	\$25,000	0	\$25,000
Josh/Mike	Announcement Feature / Sign (HW 53)	430-06-53200-624-006	\$100,000	3,358	\$96,642
DONE	River Prairie Drive Sign	430-06-53200-624-007	\$175,000	95,846	\$79,154
Dave/Josh	Wayfinding & Park Signs (Pavilions and directional), Information Signs, Trailhead Sign	430-06-53200-624-008	\$30,000	14,783	\$15,217
Mike	Park Bathrooms and Maintenance	430-06-53200-624-009	\$656,480	95,821	\$560,659
Mike	Small Garden Shed (garden)	430-06-53200-624-010	\$2,500	0	\$2,500
DONE	4th Pavilion of Pergola	430-06-53200-624-011	\$85,000	16,024	\$68,976
Not Doing	Treehouse Play Feature	430-06-53200-624-012	\$250,000	3,500	\$246,500
DONE	Banners (50)	430-06-53200-624-013	\$4,000	2,649	\$1,352
Done	River Prairie Center Patio Improvement	430-06-53200-624-014	\$26,264	26,264	\$0
DONE	Compressor for Boat Launch Area	430-06-53200-624-002	\$16,000	3,064	\$12,936
DONE	Public Art	430-06-53200-624-004	\$100,000	100,410	-\$410
DONE	River Prairie Drive Sign	430-06-53200-624-007	\$175,000	95,846	\$79,154
DONE	4th Pavilion of Pergola	430-06-53200-624-011	\$85,000	16,024	\$68,976
DONE	Banners (50)	430-06-53200-624-013	\$4,000	2,649	\$1,352
Done	River Prairie Center Patio Improvement	430-06-53200-624-014	\$26,264	26,264	\$0

**\$2,670,508**

**\$829,288**

**\$1,841,220**

### 2019 River Prairie Extra Projects Remaining 4.16.19

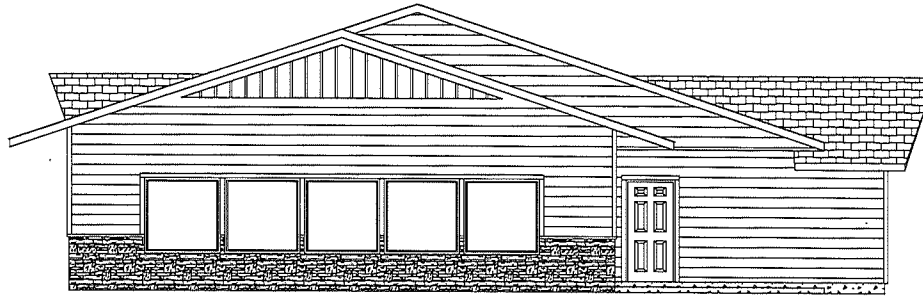
<u>Dept Head Responsible</u>	<u>Project</u>	<u>Acct #</u>	<u>Amount Approved</u>	<u>2017 &amp; 2018</u>	<u>Remaining 1/1/19 Amount</u>
Dave	Trail Loop Completion (3 Segments)	430-06-53200-624-001	\$753,000	\$199,901	\$553,098
Ben/Debra/Josh	Site Furniture & Small Equipment	430-06-53200-624-003	\$41,000	\$23,412	\$17,588
Josh	Bike Parking (30)	430-06-53200-624-005	\$25,000	\$0	\$25,000
Josh/Mike	Announcement Feature / Sign (HW 53)	430-06-53200-624-006	\$100,000	\$3,358	\$96,642
Dave/Josh	Wayfinding & Park Signs (Pavilions and directional), Information Signs, Trailhead Sign	430-06-53200-624-008	\$30,000	\$14,783	\$15,217
Mike	Park Bathrooms and Maintenance	430-06-53200-624-009	\$656,480	\$95,821	\$560,659
Mike	Small Garden Shed (garden)	430-06-53200-624-010	\$2,500	\$0	\$2,500
	Engineering Services	430-06-53200-624-015	\$36,000	\$8,050	\$27,950
<b>Remaining</b>					<b>\$1,298,654</b>

Not Doing	Treehouse Play Feature	430-06-53200-624-012	\$250,000	\$3,500	\$246,500
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### River Prairie Additional Projects

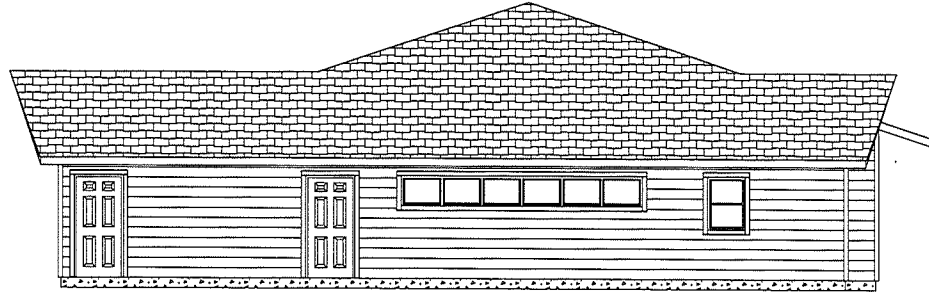
<u>Dept Head Responsible</u>	<u>Project</u>	<u>Acct #</u>			<u>Est Costs</u>
Dave	Parking Lot-Xcel Easement	430-06-53900-628-000			\$136,000
Dave	Parking Lot Under Bridge	430-06-53900-629-000			\$190,000
Dave	SINC Project	430-06-53900-630-000			\$20,000
Josh	Land Purchase	430-06-53900-627-000			\$125,030
<b>Total Additional</b>					<b>\$471,030</b>

THE GRILLES SHOWN  
 MAY NOT DEPICT  
 ACTUAL MANUFACTURERS  
 SPECIFICATIONS




FRONT ELEVATION

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



REAR ELEVATION

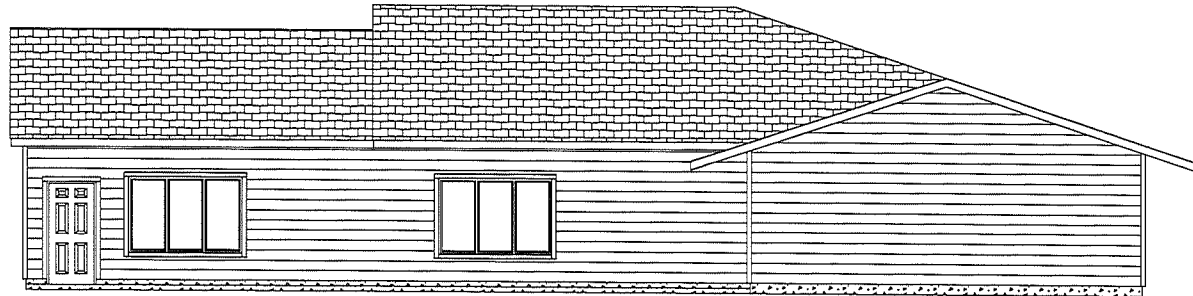
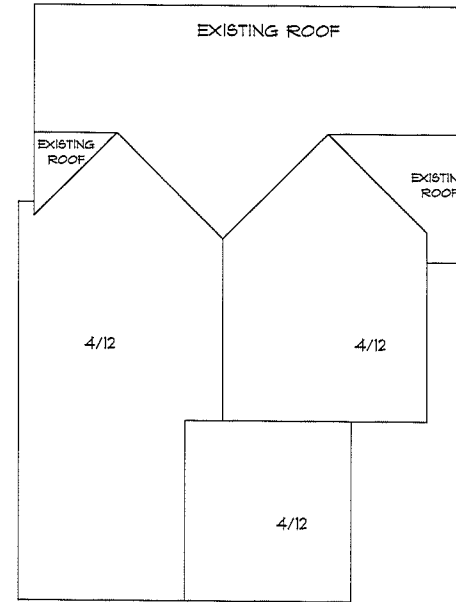
**PRELIMINARY PLAN ONLY - DO NOT USE FOR CONSTRUCTION**

CONTRACTOR: JUI CUSTOM HOMES		DATE: 1/17/2019 2/4/2019		 L LYMAN LUMBER COMPANY THE PROFESSIONAL BUILDERS SUPPLY CENTER 1100 WESTERN AVE. EAU CLAIRE WIS. 54602
HOME OWNER: ALTOONA REC CENTER		A-1		
PLAN# 19-19	PHONE:	1/8" = 1'-0" 11 X 17 PAPER		DRAWN BY: KTIURANY KEVIN.TIURANY@LYMANLUMBER.COM 715-836-8998 <small>                     This drawing is a preliminary plan only and is not to be used for construction. It is subject to change without notice. All dimensions are approximate and subject to change. All materials and finishes are subject to change without notice. The contractor is responsible for obtaining all necessary permits and approvals. The contractor is responsible for ensuring that the construction complies with all applicable codes and regulations. The contractor is responsible for ensuring that the construction is completed in a timely and professional manner. The contractor is responsible for ensuring that the construction is completed in a safe and sound manner. The contractor is responsible for ensuring that the construction is completed in a manner that meets the needs and expectations of the homeowner. The contractor is responsible for ensuring that the construction is completed in a manner that meets the needs and expectations of the homeowner. The contractor is responsible for ensuring that the construction is completed in a manner that meets the needs and expectations of the homeowner.                 </small>



LEFT ELEVATION

THE GRILLES SHOWN  
 MAY NOT DEPICT  
 ACTUAL MANUFACTURERS  
 SPECIFICATIONS



RIGHT ELEVATION

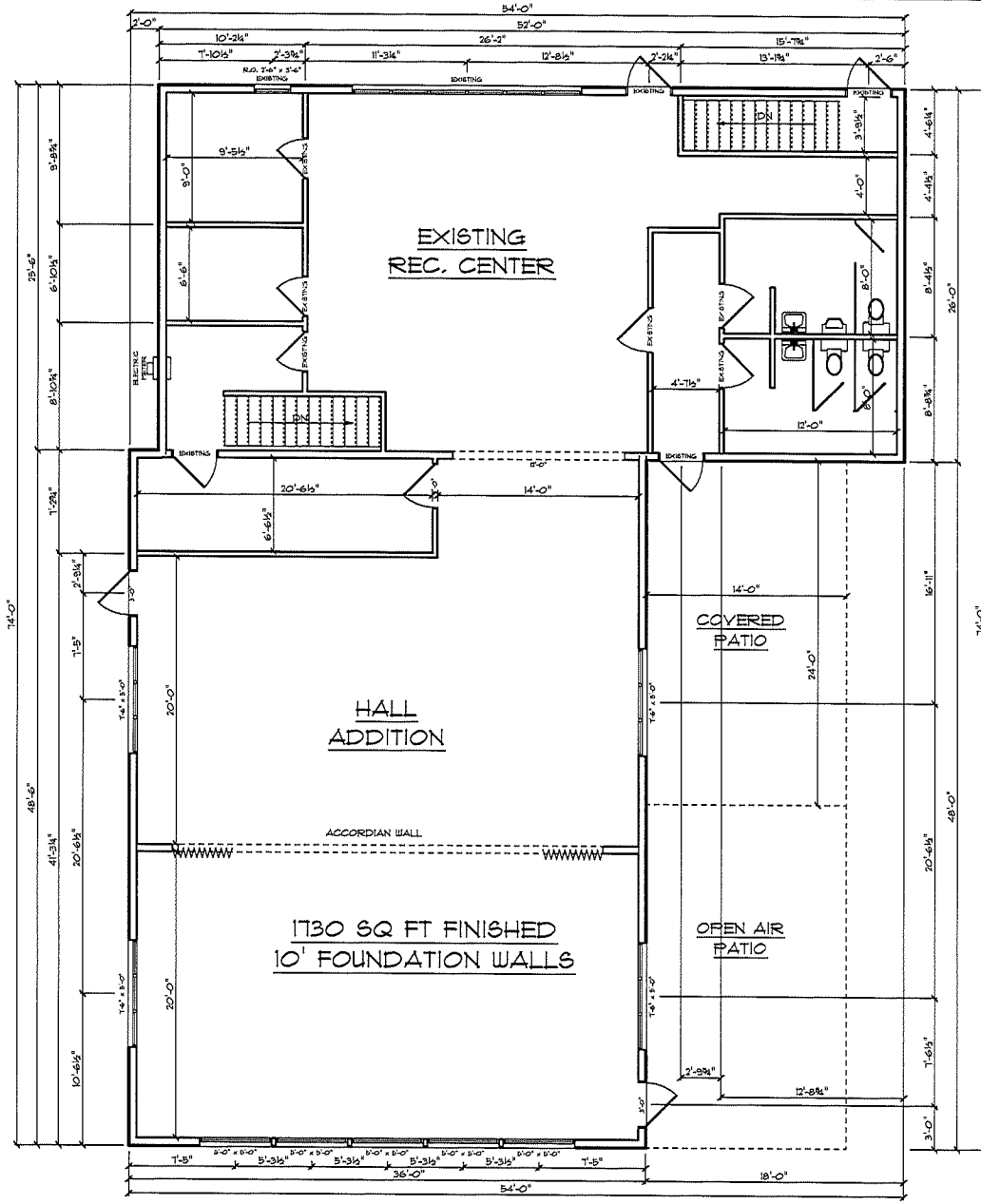
**PRELIMINARY PLAN ONLY - DO NOT USE FOR CONSTRUCTION**

CONTRACTOR: JW CUSTOM HOMES		DATE: 1/17/2019		A-2		LYMAN LUMBER COMPANY	
HOME OWNER: ALTOONA REC CENTER		2/4/2019		1/8" = 1'-0"		THE PROFESSIONAL BUILDERS SUPPLY CENTER	
PLAN# 19-19		PHONE:		11 X 11 PAPER		1100 WESTERN AVE. EAU CLAIRE WIS. 54102	
DRAWN BY: KTURNANT		KEYIN_TURNANT@LYMANLUMBER.COM		715-836-8398		<small>                 THIS DRAWING IS THE PROPERTY OF THE PROFESSIONAL BUILDERS SUPPLY CENTER. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. IT IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF THE PROFESSIONAL BUILDERS SUPPLY CENTER. THIS DRAWING IS NOT TO BE USED FOR ANY OTHER PROJECT OR SITE WITHOUT THE WRITTEN PERMISSION OF THE PROFESSIONAL BUILDERS SUPPLY CENTER.             </small>	



1ST FLOOR LAYOUT

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

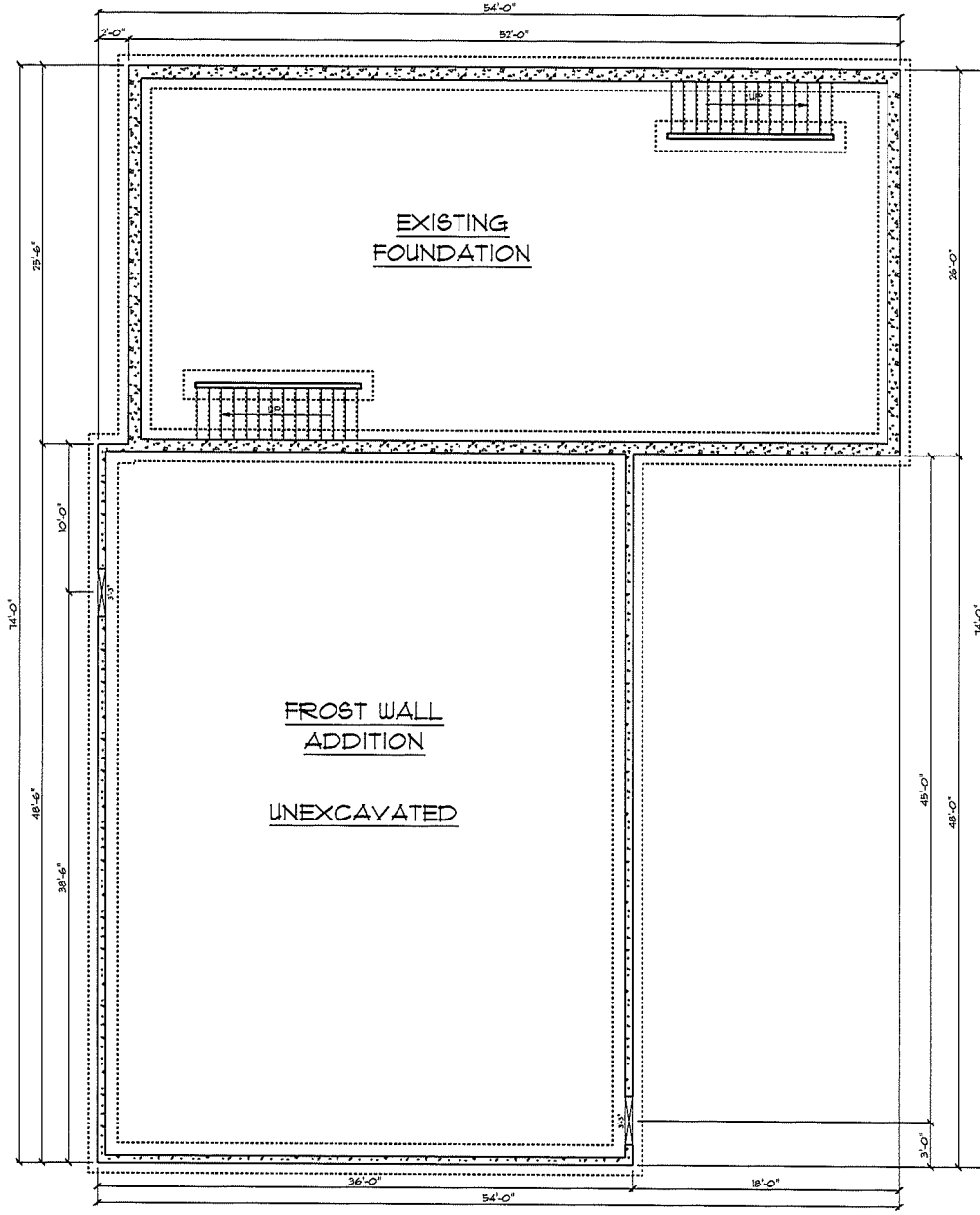


PRELIMINARY PLAN ONLY - DO NOT USE FOR CONSTRUCTION

CONTRACTOR: <b>JW CUSTOM HOMES</b>		DATE: <b>1/17/2019</b> 2/4/2019		<b>A-3</b> 1/8" = 1'-0" 11 X 17 PAPER	LYMAN LUMBER COMPANY THE PROFESSIONAL BUILDERS SUPPLY CENTER 1100 WESTERN AVE. EAU CLAIRE WI 54602	
HOME OWNER: <b>ALTOONA REC CENTER</b>		PHONE: <b>WI.T.</b>			DRAWN BY: <b>KTURANY</b> KEVIN.TURANY@LYMANLUMBER.COM    715-656-9398	

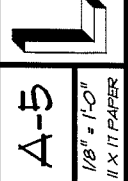
LYMAN LUMBER COMPANY, A DIVISION OF THE LYMAN GROUP, INC. IS AN EQUAL OPPORTUNITY EMPLOYER. ALL INFORMATION CONTAINED HEREIN IS FOR YOUR INFORMATION ONLY. IT IS NOT TO BE USED FOR ANY OTHER PURPOSE. ALL INFORMATION CONTAINED HEREIN IS THE PROPERTY OF LYMAN LUMBER COMPANY AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM. THE INFORMATION CONTAINED HEREIN IS THE PROPERTY OF LYMAN LUMBER COMPANY AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM.

**BASEMENT LAYOUT**  
 SCALE: 1/8" = 1'-0"



**PRELIMINARY PLAN ONLY - DO NOT USE FOR CONSTRUCTION**

CONTRACTOR: <b>WJ CUSTOM HOMES</b>		DATE: <b>1/17/2019</b> <b>2/14/2019</b>		LYTMAN LUMBER COMPANY	
HOME OWNER: <b>ALTOONA REC CENTER</b>		PHONE: <b>W.T.</b>		THE PROFESSIONAL BUILDERS SUPPLY CENTER 1100 WESTERN AVE. EAU CLAIRE WIS. 54702	
PLAN # <b>19-19</b>		DRAWN BY: <b>KTURSANT</b>		715-836-8398 WWW.LYTMANLUMBER.COM	



This drawing is a preliminary plan only and is not to be used for construction. It is the responsibility of the contractor to verify all dimensions and conditions prior to construction. The drawing is not to be used for any other purpose without the written consent of the architect. These drawings are the property of the architect and are not to be reproduced without the written consent of the architect.

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## **JW Custom Homes, Inc.**

PO Box 2105  
Eau Claire, WI 54702  
(715) 577-6834 Fax (888) 538-5954

---

**To: City of Altoona**

**Estimate: #1915**

**Date: March 4<sup>th</sup>, 2019**

**Job Name: Altoona Rec Center**

---

**We hereby submit specifications and estimates for the following:**

**Job Name: Altoona Recreation Center/Per Plan: #19-19.**

**Job Location: 9<sup>th</sup> Street, Altoona, WI**

**JW Custom Homes, Inc. proposes to construct a new addition approximately 1,750 sq. ft. Please refer to the architectural plan #19-19 for specifications for this project:**

**Specifications:**

**\*\*This project will meet or exceed the Wisconsin Uniform Dwelling Codes.**

***Exterior of Home:***

**Foundation:** 4 ft concrete frost walls for new addition.

**Exterior Concrete:** 680 sq. ft of standard grey broomed for patio area

**Siding/Facia & Soffit:** LP Smart Siding. All soffit and fascia will be prefinished aluminum.

**Shingles:** Architectural Duration Shingle with 30-year warranty (on product only).

**Windows:** Marvin Integrity All Ultrex Fiberglass Low E Grade Focus on Energy Certified Windows.

**Gutters:** 5-inch Gutters included.

## **JW Custom Homes, Inc.**

**PO Box 2105  
Eau Claire, WI 54702  
(715) 577-6834 Fax (888) 538-5954**

---

### ***Interior of Home:***

**Interior Doors:** Two Panel Poplar Doors – Stained Color of Choice.

**Interior Trim:** 4 ¼” Poplar Base Trim – Stained Color of Choice.  
3 ¼” Poplar Casing – Stained Color of Choice.

**Flooring:** Flooring Allowance = \$10,000.00 for material and installation.

**Cabinets, Countertops and Vanities:** Cabinet, Countertop and Vanity Allowance = N/A

**Drywall:** Light orange peel finish prime and two finish coats of paint throughout, additional colors upcharge for color change chosen.

**HVAC:** \$12,000.00 Allowance.

**Insulation Package:** All exterior walls to be R-24, fiberglass blown with 4 Mil Poly in wall system. Corbond III 2# Poly-Urethane spray foam at all seams and penetrations. Attic to be fiberglass blown at R-50.

**Plumbing:** Current bathrooms to stay as is, no updates included in this estimate.

## **JW Custom Homes, Inc.**

**P O Box 2105  
Eau Claire, WI 54702  
(715) 577-6834 Fax (888) 538-5954**

---

### **Allowances included in pricing as follows:**

Excavating Allowance:	\$15,000.00
Concrete Allowance:	\$15,000.00
Stone/Brick Allowance:	\$15,000.00
Electrical Allowance:	\$15,000.00
Plumbing Allowance:	N/A
Lighting & Fixtures Allowance:	\$2,000.00
Paint Allowance:	\$5,000.00
Well/Septic Allowance:	N/A
Total Flooring Allowance	\$10,000.00
Total Cabinet, Countertop, Vanity Allowance:	N/A
Landscape Allowance:	\$15,000.00

We would like to thank you for the opportunity to provide this project bid. We look forward to the potential of working with you on this project and future projects.

---

**We Propose:** hereby to furnish material and labor – complete in accordance with above Specifications, for the sum of:

**Total Project Proposal = \$250,000.00**

---

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra costs will be done only upon written orders and will become an extra charge over and above the estimated cost. All agreements contingent upon strikes, accidents, or delays including unforeseen weather conditions beyond our control. Owner to carry fire, tornado, and other necessary insurance such as builders risk and home owners insurance. Acceptance of Proposal indicates prices, specifications and conditions are satisfactory and are hereby accepted. Payment will be made as outlined above. Bid price good for fifteen days from bid date.

## **JW Custom Homes, Inc.**

PO Box 2105  
Eau Claire, WI 54702  
(715) 577-6834 Fax (888) 538-5954

---

**To: City of Altoona**

**Estimate: #1915**

**Date: March 4<sup>th</sup>, 2019**

**Job Name: Altoona Rec Center**

---

**We hereby submit specifications and estimates for the following:**

**Job Name: Altoona Recreation Center/Per Plan: #19-19.**

**Job Location: 9<sup>th</sup> Street, Altoona, WI**

**JW Custom Homes, Inc. proposes to demo the existing building and construct a new building approximately 2,500 sq. ft. Please refer to the architectural plan #19-19 for specifications for this project:**

**Specifications:**

**\*\*This project will meet or exceed the Wisconsin Uniform Dwelling Codes.**

***Exterior of Home:***

**Foundation:** 4 ft concrete frost walls for new building.

**Exterior Concrete:** 680 sq. ft of standard grey broomed for patio area

**Siding/Facia & Soffit:** LP Smart Siding. All soffit and fascia will be prefinished aluminum.

**Shingles:** Architectural Duration Shingle with 30-year warranty (on product only).

**Windows:** Marvin Integrity All Ultrex Fiberglass Low E Grade Focus on Energy Certified Windows.

**Gutters:** 5-inch Gutters included.

## **JW Custom Homes, Inc.**

PO Box 2105  
Eau Claire, WI 54702  
(715) 577-6834 Fax (888) 538-5954

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### ***Interior of Home:***

**Interior Doors:** Two Panel Poplar Doors – Stained Color of Choice.

**Interior Trim:** 4 ¼” Poplar Base Trim – Stained Color of Choice.  
3 ¼” Poplar Casing – Stained Color of Choice.

**Flooring:** Flooring Allowance = \$10,000.00 for material and installation.

**Cabinets, Countertops and Vanities:** Cabinet, Countertop and Vanity Allowance = N/A

**Drywall:** Light orange peel finish prime and two finish coats of paint throughout, additional colors upcharge for color change chosen.

**HVAC:** \$20,000.00 Allowance.

**Insulation Package:** All exterior walls to be R-24, fiberglass blown with 4 Mil Poly in wall system. Corbond III 2#Poly-Urethane spray foam at all seams and penetrations.  
Attic to be fiberglass blown at R-50.

**Plumbing:** \$15,000.00 Allowance.

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**Allowances included in pricing as follows:**

Excavating Allowance:	\$20,000.00
Concrete Allowance:	\$35,000.00
Stone/Brick Allowance:	\$20,000.00
Electrical Allowance:	\$25,000.00
Plumbing Allowance:	\$15,000.00
Lighting & Fixtures Allowance:	\$2,000.00
Paint Allowance:	\$8,000.00
Well/Septic Allowance:	\$5,000.00
Total Flooring Allowance	\$10,000.00
Total Cabinet, Countertop, Vanity Allowance:	\$10,000.00
Landscape Allowance:	\$15,000.00

We would like to thank you for the opportunity to provide this project bid. We look forward to the potential of working with you on this project and future projects.

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**We Propose:** hereby to furnish material and labor – complete in accordance with above Specifications, for the sum of:

**Total Project Proposal = \$400,000.00**

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All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra costs will be done only upon written orders and will become an extra charge over and above the estimated cost. All agreements contingent upon strikes, accidents, or delays including unforeseen weather conditions beyond our control. Owner to carry fire, tornado, and other necessary insurance such as builders risk and home owners insurance. Acceptance of Proposal indicates prices, specifications and conditions are satisfactory and are hereby accepted. Payment will be made as outlined above. Bid price good for fifteen days from bid date.



**RESOLUTION NO: 4C-19**

**A preliminary resolution of the Common Council of the City of Altoona, Wisconsin declaring intent to exercise its police powers pursuant to Section 66.0703 of Wisconsin Statutes to specially assess for the 2019 Street and Utility Reconstruction project for Bartlett Avenue (10<sup>th</sup> Street West to 7<sup>th</sup> Street West).**

THE COMMON COUNCIL OF THE CITY OF ALTOONA, WISCONSIN, DO HEREBY RESOLVE AS FOLLOWS:

1. The Common Council of the City of Altoona hereby declares intent to exercise its special police powers pursuant to Section 66.0703 Wisconsin Statutes, by levying special assessments upon properties in the areas hereinafter described for the benefits conferred upon said properties by the reconstruction generally consisting of grading, gravel, asphaltic concrete paving, concrete curb and gutter, water main and appurtenances, sanitary sewer and appurtenances, driveways, sidewalk, and lawn restoration.

The construction will include the following street segments.

- a. Bartlett Avenue from 10<sup>th</sup> Street West to 7<sup>th</sup> Street West
2. The amount assessed against said district shall not exceed the total cost of the improvements. The Common Council determines that such improvements shall be made under police power pursuant to Section 66.0703, Wisconsin Statutes, and the amount assessed against each parcel of land shall be based on assessable improvements.
  3. The assessments against any parcel of land may be paid in cash or in the number of installments to be determined at the public hearing on the proposed assessments.
  4. The Director of Public Works is directed to prepare a report consisting of:
    - A. Final plans and specifications for said improvements.
    - B. An estimate of the entire cost of the proposed improvements.
    - C. A schedule of the proposed assessments, and
    - D. Upon completion of said report, the Director of Public Works shall file a copy thereof with the City Clerk for public inspection.
  5. Upon receiving the report of the Director of Public Works, the City Clerk is directed to publish a Class 1 notice of public hearing on said report, to be held not less than ten (10) days after publication, as specified in Section 66.0703, Wisconsin Statutes, and the City Clerk is further directed to mail a copy, of such notice to every interested person whose post office address is known, or can be ascertained with reasonable diligence, at least ten (10) days before the public hearing.

The Public Hearing shall be held in the Council Chambers of City Hall, 1303 Lynn Avenue, Altoona, Wisconsin at 6:00 p.m. on the 23rd day of May, 2019.

Introduced and adopted this 25th day of April, 2019

\_\_\_\_\_  
Brendan Pratt, Mayor

ATTEST:

\_\_\_\_\_  
Cindy Bauer, City Clerk

Approved: \_\_\_\_\_

Published: \_\_\_\_\_

February 21, 2019

Re: Adoption Request for updated *Eau Claire County Multi-Hazard Mitigation Plan*

Dear Official:

Thank you for participating in the update of the County's multi-hazard mitigation plan. **For cities and villages to be eligible for FEMA funding for mitigation projects, adoption of this plan via resolution by their respective boards/councils is required.**

In late 2017, Tyler Esh, Eau Claire County Emergency Management, and I met with representatives from your community to identify hazard concerns and strategies. Based on these meetings, draft strategies were developed and distributed in June 2018 to all cities and villages for comment, followed by a notice inviting public comments on the draft plan. In December 2018, the County received notification from Wisconsin Emergency Management that the draft plan meets applicable FEMA requirements.

Enclosed you will find the following:

- A model resolution that you may adapt to your standard format; a Word version is available upon request
- A copy of the project brochure as a reminder of the project purpose and types of eligible projects.
- The following key sections of the plan:
  - Multi-Jurisdictional (City & Village) Strategies
  - Appendix F. Unique Risks and Vulnerabilities by Incorporated Community (table & your map)
  - Appendix H. Hazard Mitigation Activities by Incorporated Jurisdiction

A full version of the final draft plan and appendices are available for download at the WCWRPC website (*click on "Documents" on the left menu*) at: [www.wcwrpc.org](http://www.wcwrpc.org). The strategies in the plan are fairly general, offering the County and its municipalities great flexibility in implementation and pursuit of related grant funding. And while the plan does demonstrate an intent to address the hazard issues facing the County, it is not binding. Pages 243 and 250 includes statements that strategies would only be implemented as time, budgets, and other resources allow with priorities determined by each individual community.

Once approved, please forward copies of adopting resolutions to my attention for inclusion in the final plan document **no later than April 30, 2019.**

If you have any questions, comments, or changes to sections pertinent to your community, please contact myself at 715-836-2918 or Tyler Esh, Eau Claire County Emergency Management, at 715-389-4736.

Sincerely,



Chris Straight  
Senior Planner

[chris@wcwrpc.org](mailto:chris@wcwrpc.org)

## RESOLUTION NO. 4D-19

### A RESOLUTION APPROVING AN ALL HAZARD MITIGATION PLAN FOR THE CITY OF ALTOONA

**WHEREAS**, hazard mitigation planning is the process of developing a set of actions designed to reduce or eliminate long-term risk to people, businesses, infrastructure, and property from hazards and their effects; and,

**WHEREAS**, Eau Claire County has updated and prepared the *Eau Claire County Multi-Hazard Mitigation Plan, 2018-2023* to assess the magnitude of hazard risks and develop strategies for minimizing or reducing these risks; and,

**WHEREAS**, the City of Altoona participated in the planning process through meetings and interviews with City staff as well as through the review of draft plan materials; and,

**WHEREAS**, the Plan was reviewed by Wisconsin Emergency Management as meeting the requirements of the Federal Disaster Mitigation Act of 2000 and applicable Code of Federal Regulations; and,

**WHEREAS**, adoption of the Plan by the City Council will meet prerequisite requirements that enables the City of Altoona to apply for FEMA grant dollars for hazard mitigation projects;

**NOW, THEREFORE BE IT RESOLVED**, the City Council adopts the *Eau Claire County Multi-Hazard Mitigation Plan, 2018-2023* as the official all hazards mitigation plan for the City of Altoona with the intent of implementing the plan recommendations as funding and resources allow.

The above resolution has been authorized by the governing body of the City of Altoona Resolution No. 4D-19, dated on this 25h day of April, 2019.

CITY OF ALTOONA

SIGNED: \_\_\_\_\_  
Brendan Pratt, Mayor

ATTEST: \_\_\_\_\_  
Cynthia Bauer, City Clerk



**CITY OF ALTOONA  
PROCLAMATION  
By  
Mayor Brendan Pratt**

***Economic Development Week May 6-11, 2019***

**WHEREAS**, the International Economic Development Council, the largest professional association dedicated to economic developers is celebrating its 93rd anniversary in 2019; and

**WHEREAS**, economic developers and allied professions assist in the promotion of economic well-being and quality of life for their communities by providing services to assist businesses in creating, retaining, and expanding jobs that facilitate growth, enhance wealth, and provide a stable tax base; and

**WHEREAS**, economic developers provide services that can stimulate and incubate entrepreneurship in order to help establish the next generation of new businesses; and

**WHEREAS**, economic developers are engaged in a wide variety of settings including rural and urban, local, state, provincial, and federal governments, public-private partnerships, chambers of commerce, universities, and a variety of other institutions; and

**WHEREAS**, economic developers support services that attract and retain high-quality jobs, develop vibrant communities, and improve the quality of life in their regions; and

**WHEREAS**, economic development efforts can facilitate socially and economically inclusive, equitable, and environmentally sensitive development that serves the public interest; and

**NOW, THEREFORE**, be it resolved that I, Brendan Pratt, Mayor of Altoona, WI, proclaim:

- 1) May 6-11, 2019 as *Economic Development Week* in the City of Altoona; and
- 2) Recognition of City staff, elected officials, and community partners that work together to advance community wellbeing through economic development activities.

Dated this 25th day of April, 2019

**CITY OF ALTOONA**

\_\_\_\_\_  
Mayor Brendan Pratt

Attest: \_\_\_\_\_  
Cindy Bauer, City Clerk





**CITY OF ALTOONA  
PROCLAMATION  
By  
Mayor Brendan Pratt**



***National Bike Month, May 2019  
Bike to Work Day, May 17, 2019  
Wisconsin Bike Week, June 2-9, 2019***

**WHEREAS**, May has been recognized as National Bike Month since 1956; and

**WHEREAS**, bicycle commuting is an effective means to improve air quality, reduce traffic congestion, and conserve energy; and

**WHEREAS**, an estimated 40 percent of all trips in the U.S. are less than two miles, making bicycling a feasible, efficient, safe and fun transportation method; and

**WHEREAS**, creating bicycle-friendly communities has been shown to improve citizens' health, well-being, and quality of life, to boost community spirit, to improve traffic safety, and contribute to the local economy; and

**WHEREAS**, bicycling represents a significant economic benefit to households, employers and communities, with Wisconsin considered a national leader with a statewide economic impact estimated to exceed \$1.5 billion annually; and

**WHEREAS**, Altoona continues to plan for and advance the development of a comprehensive bike trail system to allow citizens to ride their bikes to work, school, around their neighborhoods and throughout the region to promote personal and societal benefits achieved from bicycling, and

**WHEREAS**, ease and frequency of bicycle and pedestrian activity are key components of Altoona's community livability and vibrancy efforts; and

**NOW, THEREFORE**, be it resolved that I, Brendan Pratt, Mayor of Altoona, WI, proclaim:

- 1) May 2019 as "Bike Month" in Altoona; and
- 2) May 17, 2019 as "Bike to Work Day"; and
- 3) Recognize "Wisconsin Bike Week" June 2 – 9, 2019; and
- 4) Recognize the significant value and role of bicycling to personal and community health and vitality.

**BE IT FURTHER RESOLVED**, the City of Altoona staff is authorized and directed to transmit an appropriate copy of this resolution to the Bicycle Federation of Wisconsin and the League of American Bicyclists.

Dated this 25<sup>th</sup> day of April, 2019

**CITY OF ALTOONA**

\_\_\_\_\_  
Mayor Brendan Pratt

Attest: \_\_\_\_\_  
Cindy Bauer, City Clerk



Legal

PHONE 608-781-8988

FAX 608-793-6120

1626 Oak St., P.O. Box 2107  
La Crosse, WI 54602

[www.kwiktrip.com](http://www.kwiktrip.com)

March 18, 2019

Cindy Bauer, City Clerk  
City of Altoona  
1303 Lynn Ave.  
Altoona, WI 54720-1942

RE: Appointment of Agent Change  
Kwik Trip 828  
2367 Spooner Ave.

Dear Cindy:

Recently, a new manager was reported. Matthew Nesvacil has been assigned to take over leadership responsibilities of our Kwik Trip 828 located in the City of Altoona. Therefore, we would like to appoint Matthew as the agent of the store.

Enclosed, please find the completed Appointment of Agent and Auxiliary Questionnaire forms reflecting this change. In addition, enclosed is a check in the amount of \$10.00 to cover the administrative fee for this service. I respectfully request that you please include this item on the agenda of your next City Council meeting for consideration.

Please contact me at (608) 791-7385 or [GHolthaus@kwiktrip.com](mailto:GHolthaus@kwiktrip.com) if you require anything further. Thank you for your assistance with this matter.

Yours truly,

A handwritten signature in black ink that reads "Gena Holthaus". The signature is written in a cursive style.

Gena Holthaus  
Licensing Agent

Enclosures