

**CITY OF PRESCOTT, WISCONSIN
MEETING NOTICE
PLANNING COMMISSION
TUESDAY, JULY 5, 2016
6:30 P.M.
PRESCOTT MUNICIPAL BUILDING
800 BORNER ST., PRESCOTT, WI 54021
Website: prescottwi.org**

1. Call to order
2. Roll Call
3. Approve minutes for June 6, 2016
4. Riverboat Properties, Vista Croix – Site plan, grading plan, erosion control, building plan
5. Bicycle and pedestrian network plan
6. Building Inspection report
7. Other Business
8. Adjourn

ACCESS TO THE MUNICIPAL BUILDING FOR THE DISABLED IS AVAILABLE THROUGH THE REAR PARKING LOT ENTRANCE. ALL THOSE WITH SPECIAL NEEDS SHOULD CALL CITY HALL OFFICES (262-5544) IF ASSISTANCE IS REQUIRED.

CITY OF PRESCOTT, WISCONSIN

JUNE 6, 2016 PLAN COMMISSION MEETING MINUTES

Pursuant to due call and notice thereof, a meeting of the Plan Commission was held Monday, June 6, 2016 800 Borner St., Prescott, WI 54021.

Call to order/Roll Call: Mayor Hovel called the meeting to order at 6:30 p.m. Commissioners present were Steve Eggers, Jack Hoschette, Kyle Warp and Lothar Nawrocki. Connie Wenzel and Todd Dolan were excused. Public Works Director Hank Zwart and City Administrator Jayne Brand represented staff.

Nawrocki/Eggers motion to approve minutes for February 1, 2016 passed without a negative voice vote.

Eggers/Warp motion to recommend approval of certified survey map for Ramona Colsch with correction of street name from Kinnickinnic Street to Willow Lane passed without a negative voice vote.

Gene Hager owner of EdgeBuilder/Glenbrook Lumber updated the Commission on his business. The business has increased due to high density housing which is happening along the light rail line in the Twin Cities. Things are changing in the construction business. Buildings are not being stick built on site. This is why their wall panels components have become so popular. EdgeBuilders are having issues with capacity especially with the land limitation issues. They currently have 40 employees. Most of their product goes to Minnesota. They have made some changes so they are currently loading or unloading in the street. Commissioner Hoschette asked about what alternatives they have looked at and Hager stated moving out of the city. He stated the industrial area has a lot of greenspace which is not be used to its' fullest value. Hager stated he has talked with Bill Early and he would have some area for employee parking. It was discussed their production in 2015 was 300,000 lineal feet of production and so far in 2016 they have done 200,000 lineal feet of production. There was discussion EdgeBuilder could work with Greg John of Gitichi Gaming and also look at the Siewert property. Hager stated he is looking for a long term lease.

Other Business: Trail coming from Washington County and going to Pierce County to discuss parks and trails.

Eggers/Nawrocki motion to adjourn passed without a negative voice vote.

Respectfully Submitted,

Jayne M. Brand
City Administrator

State of Wisconsin
DEPARTMENT OF NATURAL RESOURCES
101 S. Webster Street
Box 7921
Madison WI 53707-7921

Scott Walker, Governor
Cathy Stepp, Secretary
Telephone 608-266-2621
FAX 608-267-3579
TTY Access via relay - 711



April 7, 2011

Jayne Brand, Zoning Administrator
City of Prescott
800 Borner Street North
Prescott, WI 54021-2012

Subject: Comments regarding the Riverboat Properties LLC Variance Requests

Dear Ms. Brand:

Thank you for the opportunity to comment on the Riverboat Properties, LLC project proposed in Prescott. Specifically I am providing comment regarding the variance requests associated with this project that is to be heard by the Prescott Zoning Board of Appeals on April 7, 2011. I am submitting these comments in place of making an appearance in person.

Thank you for your time the past week or so in answering questions regarding this proposal. That said, these comments are made with me not having a lot of specific details of this project beyond what you provided in an email dated March 16, 2011. My understanding is that there are few details beyond those provided. It is also my understanding that this property is neither within a slope preservation zone nor within a bluffline setback.

Variance Request 1 - Not meeting 13-4-10 4. (Prescott City Code of Ordinance Chapter 4)

As this variance request is considered please note that this variance request incorporates many individual requirements that are in question by this project, rather than simply one. This is because section 13-4-10 4. "Expansion of Nonconforming Principal Structures" contains subsections (a) - (m), which are all required to be met. The following are issues that stand out:

1. 13-4-10 4.(a) requires conformance with the entire section of 13-4-10 3., thus this request functionally is a variance request for both 13-4-10 4. and 13-4-10 3.
2. 13-4-10 4.(b) requires the structure being expanding to not be within 50 feet of the ordinary high water mark (OHWM). The project proposes to be 40 feet from the OHWM. This one issue creates conflict with other requirements.
3. 13-4-10 3.(b) requires the structure is to be visually inconspicuous or render it so through mitigation.
4. 13-4-10 3.(c) requires the structure alterations and reconstruction to be within the same footprint of the pre-existing structure.
5. 13-4-10 3.(f) requires submittal of a mitigation plan that complies with section 13-4-10 7, and that must be approved and incorporated into a permit, and implemented by the property owner. This is also a requirement of 13-4-10 4.(j). This may have been submitted, but I am not aware of it.
6. 13-4-10 3.(h) also has a 50 foot setback from the OHWM requirement.
7. 13-4-10 3.(i) requires an erosion control plan and revegetation plan to be submitted for approval prior to issuance of a permit. This is also a requirement of 13-4-10 4.(l). These may have been submitted, but I am not aware of it.

8. Is the project going to meet the filling and grading requirements of 13-4-10 3.(j) and 13-4-10 4.(m)?
9. It is my understanding that the project does not meet the 1500 square foot total structure footprint requirement of 13-4-10 4.(e).
10. 13-4-10 4.(g) requires that all expansion (if allowed) is on the side of the structure furthest from the river, or if landward expansion is not possible, the expansion is parallel to the OHWM or bluffline. The proposal does not meet this requirement.

Variance Request 2 – Reducing the Setback from the OHWM. (Prescott City Code of Ordinance Chapter 4)

This variance request was listed in the papers I was provided as referring to section 13-4-62. I have not found this section in your code, thus I believe it is supposed to refer to section 13-4-8 4 (the 100 foot setback requirement in a River Town Management Zone.

Other Comments

- The variance application for this project that I was provided mentions, "the pool and patio area will provide an area which will allow excess water run-off retention". I was told this may include grass paving. However, it should be noted that a pool area (if it is for swimming) should not be used for stormwater retention.
- The application and plans I have seen include a pool and patio area that is 1) not any part of an existing structure on the property, and 2) is riverward of any existing structure on the property. The department does not support this expansion, or any expansion that is riverward of existing structures, as they are all non-conforming.
- The department is encouraged to read on the application that the proposed structure is planned to be a zero storm water run-off site, incorporating other state-of-the-art environmental design attributes. We look forward to learning more about these plans.
- Please note that the proposed eight piers will be handled by a separate permitting process.

Thank you again for the opportunity to comment on the variance requests for this proposed project. The department looks forward to reading the BOA's decision and supporting explanations.

Please contact me if you have any questions regarding this letter.

Sincerely,



Michael Wenholz

Regional Shoreland Specialist, Eau Claire

State of Wisconsin
DEPARTMENT OF NATURAL RESOURCES
101 S. Webster Street
Box 7921
Madison WI 53707-7921

Scott Walker, Governor
Cathy Stepp, Secretary
Telephone 608-266-2621
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TTY Access via relay - 711



April 11, 2011

Jayne Brand, Zoning Administrator
City of Prescott
800 Borner Street North
Prescott, WI 54021-2012

Subject: Comments regarding the Riverboat Properties LLC Conditional Use Requests

Dear Ms. Brand:

Thank you for the opportunity to comment on the Riverboat Properties, LLC project proposed in Prescott. Specifically I am providing comment regarding the conditional use requests associated with this project that is to be heard by the Prescott Plan Commission on April 12, 2011. I am submitting these comments in place of making an appearance in person.

Thank you for your time the past week or so in answering questions regarding this proposal. That said, these comments are made with me not having a lot of specific details of this project beyond what you provided in an email dated March 16, 2011. My understanding is that there are few details beyond those provided. It is also my understanding that this property is neither within a slope preservation zone nor within a bluffline setback, based on statements you provided me in an email dated April 7, 2011.

Conditional Use Request 2 – Alteration of 20% Slopes (according to Prescott City Code of Ordinance Section 13-4-6)

As details of the plans for this project become available, the department recommends this conditional use should be granted only in combination with requirement to meet any proper permitting that may be applicable, and that the work is indeed not in any slope preservation zone.

Conditional Use Request 3 – Mixed Use Development (according to Prescott City Code of Ordinance Section 13-1-50(d)(2))

A "mixed use development" is not specifically listed in section 13-4-6, nor is it listed in section 13-1-40 which lists zoning uses allowed by the City of Prescott that this section refers to. Thus this request does not seem to be connected to any existing aspect of the City's code. Even if there is a section that allows mixed use developments, section 13-4-6 requires three criteria be met. Two of these would be challenging for this project. One is to protect the natural and scenic qualities of the Lower St. Croix Riverway, and the other is to prevent erosion and water pollution.

Conditional Use Request 4 – Grading within the Slope Preservation Zone (according to Prescott City Code of Ordinance Section 13-4-6.1.(e))

If, as I was told, this project is not to be carried out within a slope preservation zone, then I am confused as to why this request is being made? As details of the plans for this project become

available, the department recommends this conditional use should be granted only in combination with requirement to meet any proper permitting that may be applicable, such as filling and grading permits for work greater than 10,000 square feet within the bank and/or stormwater permits to comply with Chapter NR 216.

Conditional Use Request 5 – Filling and Grading within the Riverway Zone (according to Prescott City Code of Ordinance Section 13-4-9.5.)

As details of the plans for this project become available, the department recommends this conditional use should be granted only in combination with requirement to meet any proper permitting that may be applicable, such as filling and grading permits for work greater than 10,000 square feet within the bank and/or stormwater permits to comply with Chapter NR 216.

Other Comments

- The basic plans I have seen include a pool and patio area that is 1) not any part of an existing structure on the property, and 2) is riverward of any existing structure on the property. The department does not support this expansion, or any expansion that is riverward of existing structures, as they are all non-conforming.
- Please note that the proposed eight piers will be handled by a separate permitting process.

Thank you again for the opportunity to comment on the conditional use requests for this proposed project. The department looks forward to reading the Plan Commission's decision and supporting explanations.

Please contact me if you have any questions regarding this letter.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Wenholz", with a large, stylized flourish at the end.

Michael Wenholz

Regional Shoreland Specialist, Eau Claire

State of Wisconsin
DEPARTMENT OF NATURAL RESOURCES
West Central Region Headquarters
1300 W Clairemont Avenue
Eau Claire, WI 54701

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



11/29/2013

IP-WC-2013-48-01529

Riverboat Properties LLC
Robert Campbell
15560 Edgewood Court
Eden Prairie, MN 55346

Dear Mr. Campbell:

The Department of Natural Resources has completed its review of your application for a permit to place a pier/wharf on the bed of Saint Croix River, in the City of Prescott, Pierce County. You will be pleased to know your application is approved with a few limitations.

I am attaching a copy of your permit, which lists the conditions that must be followed. A copy of the permit must be posted for reference at the project site. Please read your permit conditions carefully so that you are fully aware of what is expected of you.

Please note you are required to submit photographs of the completed project within 7 days after you've finished construction. This helps both of us to document the completion of the project and compliance with the permit conditions.

Your next step will be to notify me of the date on which you plan to start construction and again after your project is complete.

If you have any questions about your permit, please call me at (715) 839-3781 or email mark.harings@wisconsin.gov.

Sincerely,

A handwritten signature in cursive script that reads 'Mark Harings'.

Mark Harings
Water Management Specialist

cc: Nate Campbell, Project Manager, (651) 290-5324, U.S. Army Corps of Engineers
Jim Kleinhans, Pierce County Zoning Administrator
Brad Peterson, Conservation Warden
Mark Huber, Mayor, City of Prescott
Jane Brand, City of Prescott
Bruce Lenzen, Consultant
Marty Engel, Senior Fishery Biologist

Jill Medland, National Park Service

Quality Customer Service is Important to Us. Tell Us How We Are Doing.
Water Division Customer Service Survey
<https://www.surveymonkey.com/s/WDNRWater>

**STATE OF WISCONSIN
DEPARTMENT OF NATURAL RESOURCES**

**Pier PERMIT
IP-WC-2013-48-01529**

Robert Campbell is hereby granted under Section 30.12(3m), Wisconsin Statutes, a permit to place a pier/wharf on the bed of Saint Croix River, in the City of Prescott, Pierce County, also described as in the SE1/4 of the SE1/4 of Section 9, Township 26 North, Range 20 West, subject to the following conditions:

PERMIT

1. You must notify Mark Harings at phone (715) 839-3781 or email mark.harings@wisconsin.gov before starting construction and again not more than 5 days after the project is complete.
2. You must complete the project as described on or before November 27, 2016 . If you will not complete the project by this date, you must submit a written request for an extension prior to expiration of the initial time limit specified in the permit. Your request must identify the requested extension date. The Department shall extend the time limit for an individual permit or contract for no longer than 5 years if you request the extension before the initial time limit expires. You may not begin or continue construction after the original permit expiration date unless the Department extends the permit in writing or grants a new permit.
3. This permit does not authorize any work other than what you specifically describe in your application and plans, and as modified by the conditions of this permit. If you wish to alter the project or permit conditions, you must first obtain written approval of the Department.
4. Before you start your project, you must first obtain any permit or approval that may be required for your project by local zoning ordinances and by the U.S. Army Corps of Engineers. You are responsible for contacting these local and federal authorities to determine if they require permits or approvals for your project. These local and federal authorities are responsible for determining if your project complies with their requirements.
5. Upon reasonable notice, you shall allow access to your project site during reasonable hours to any Department employee who is investigating the project's construction, operation, maintenance or permit compliance.
6. The Department may modify or revoke this permit for good cause, including if the project is not completed according to the terms of the permit or if the Department determines the activity is detrimental to the public interest.
7. You must post a copy of this permit at a conspicuous location on the project site, visible from the waterway, for at least five days prior to construction, and remaining

at least five days after construction. You must also have a copy of the permit and approved plan available at the project site at all times until the project is complete.

8. Your acceptance of this permit and efforts to begin work on this project signify that you have read, understood and agreed to follow all conditions of this permit.
9. You must submit a series of photographs to the Department, within one week of completing work on the site. The photographs must be taken from different vantage points and depict all work authorized by this permit.
10. You, your agent, and any involved contractors or consultants may be considered a party to the violation pursuant to Section 30.292, Wis. Stats., for any violations of Chapter 30, Wisconsin Statutes, or this permit.
11. Construction shall be accomplished in such a manner as to minimize erosion and siltation into surface waters. Erosion control measures (such as silt fence and straw bales) must meet or exceed the technical standards of ch. NR 151, Wis. Adm. Code. The technical standards are found at:
http://dnr.wi.gov/topic/stormwater/standards/const_standards.html .
12. All equipment used for the project including but not limited to tracked vehicles, barges, boats, hoses, sheet pile and pumps shall be de-contaminated for invasive and exotic viruses and species prior to use and after use.

The following steps must be taken every time you move your equipment to avoid transporting invasive and exotic viruses and species. To the extent practicable, equipment and gear used on infested waters shall not be used on other non-infested waters.

1. **Inspect and remove** aquatic plants, animals, and mud from your equipment.
2. **Drain all water** from your equipment that comes in contact with infested waters, including but not limited to tracked vehicles, barges, boats, hoses, sheet pile and pumps.
3. **Dispose** of aquatic plants, animals in the trash. Never release or transfer aquatic plants, animals or water from one waterbody to another.
4. **Wash your equipment** with hot (>104° F) and/or high pressure water,

- OR -

Allow your equipment to **dry thoroughly for 5 days.**

More Specific Conditions

1. This permit authorizes future maintenance to the piers; however, no change can be made to the type of materials, number of slips, or pier configuration without written approval from the Department or amendment of this permit.
2. This pier must not interfere with the rights of other riparian.
3. No fee may be charged for the transient slips as this would meet the definition of a marina.
4. Slips will be open for public use unless designated in the Finding of Fact section of this permit.
5. You must not cover the piers or slips, or allow any buildings or other structures to be placed or constructed on the piers.
6. The pier must not enclose any portion of the navigable waterway.
7. No mooring buoys may be associated with this permit without specific approval.
8. No part of the pier may be permanently fixed to the river bed or below the ordinary high water mark which is 680 feet on the St. Croix River.
9. Only the up river and end finger dock may be used for private docking purposes and no more than two watercraft may be moored at any time per Lower St. Croix River Cooperative Management Plan. All other fingers and slips will be open for transient boaters and the public.

FINDINGS OF FACT

1. Robert Campbell has filed an application for a permit to place a pier/wharf on the bed of Saint Croix River, in the City of Prescott, Pierce County, also described as SE1/4-SE1/4 S9, T26N, R20W.
2. The pier will consist of a main stem that is 8 feet wide running parallel to shore with an access ramp that is 4 feet wide by 8 feet long, attached to the existing platform on shoreline. The main stem will include 5 fingers, 4 feet wide, spaced 30 feet apart and extending water ward no greater than 30 feet off the main stem. The finger installations will begin starting on the up river end of the main stem. The down river portion of the main stem will have no fingers for a length of 60 feet. The end of the lower down river portion of the dock will begin 19 feet from the adjoining property line which belongs to the Department of Transportation.
3. The Department has completed an investigation of the project site and has evaluated the project as described in the application and plans.
4. Saint Croix River is a navigable water.
5. The St. Croix River has been designated as a Wild and Scenic River.

6. The proposed project, if constructed in accordance with this permit will not adversely affect water quality, will not increase water pollution in surface waters and will not cause environmental pollution as defined in s. 283.01(6m), Wis. Stats.
7. The proposed project will not impact wetlands if constructed in accordance with this permit.
8. The Department of Natural Resources and the applicant have completed all procedural requirements and the project as permitted will comply with all applicable requirements of Sections 1.11, 30.12(3m), Wisconsin Statutes and Chapters NR 102, 103, 115, 116, 117, 150, 299, 326 of the Wisconsin Administrative Code.
9. The structure or deposit will not materially obstruct navigation because it will have a water ward reach of roughly 44 feet.
10. The structure or deposit will not be detrimental to the public interest because it should not impede travel, will not create an enclosed structure, is located in an urban setting and is located in an area that has sufficient water depth as not to impact the fishery and or other habitats of riparian animals.
11. The structure or deposit will not materially reduce the flood flow capacity of a stream because the design will allow for free flow of the river.
12. No material injury will result to the riparian rights of any riparian owners of real property that abuts any water body that is affected by the activity.

CONCLUSIONS OF LAW

1. The Department has authority under the above indicated Statutes and Administrative Codes, to issue a permit for the construction and maintenance of this project.

NOTICE OF APPEAL RIGHTS

If you believe that you have a right to challenge this decision, you should know that the Wisconsin statutes and administrative rules establish time periods within which requests to review Department decisions shall be filed. For judicial review of a decision pursuant to sections 227.52 and 227.53, Wis. Stats., you have 30 days after the decision is mailed, or otherwise served by the Department, to file your petition with the appropriate circuit court and serve the petition on the Department. Such a petition for judicial review shall name the Department of Natural Resources as the respondent.

To request a contested case hearing of any individual permit decision pursuant to section 30.209, Wis. Stats., you have 30 days after the decision is mailed, or otherwise served by the Department, to serve a petition for hearing on the Secretary of the

Department of Natural Resources, P.O. Box 7921, Madison, WI, 53707-7921. The petition shall be in writing, shall be dated and signed by the petitioner, and shall include as an attachment a copy of the decision for which administrative review is sought. If you are not the applicant, you must simultaneously provide a copy of the petition to the applicant. If you wish to request a stay of the project, you must provide information, as outlined below, to show that a stay is necessary to prevent significant adverse impacts or irreversible harm to the environment. If you are not the permit applicant, you must provide a copy of the petition to the permit applicant at the same time that you serve the petition on the Department.

The filing of a request for a contested case hearing is not a prerequisite for judicial review and does not extend the 30 day period for filing a petition for judicial review.

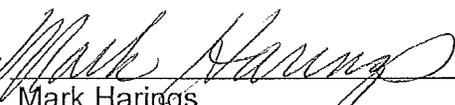
A request for contested case hearing must meet the requirements of section 30.209, Wis. Stats., and sections NR 2.03, 2.05, and 310.18, Wis. Admin. Code, and if the petitioner is not the applicant the petition must include the following information:

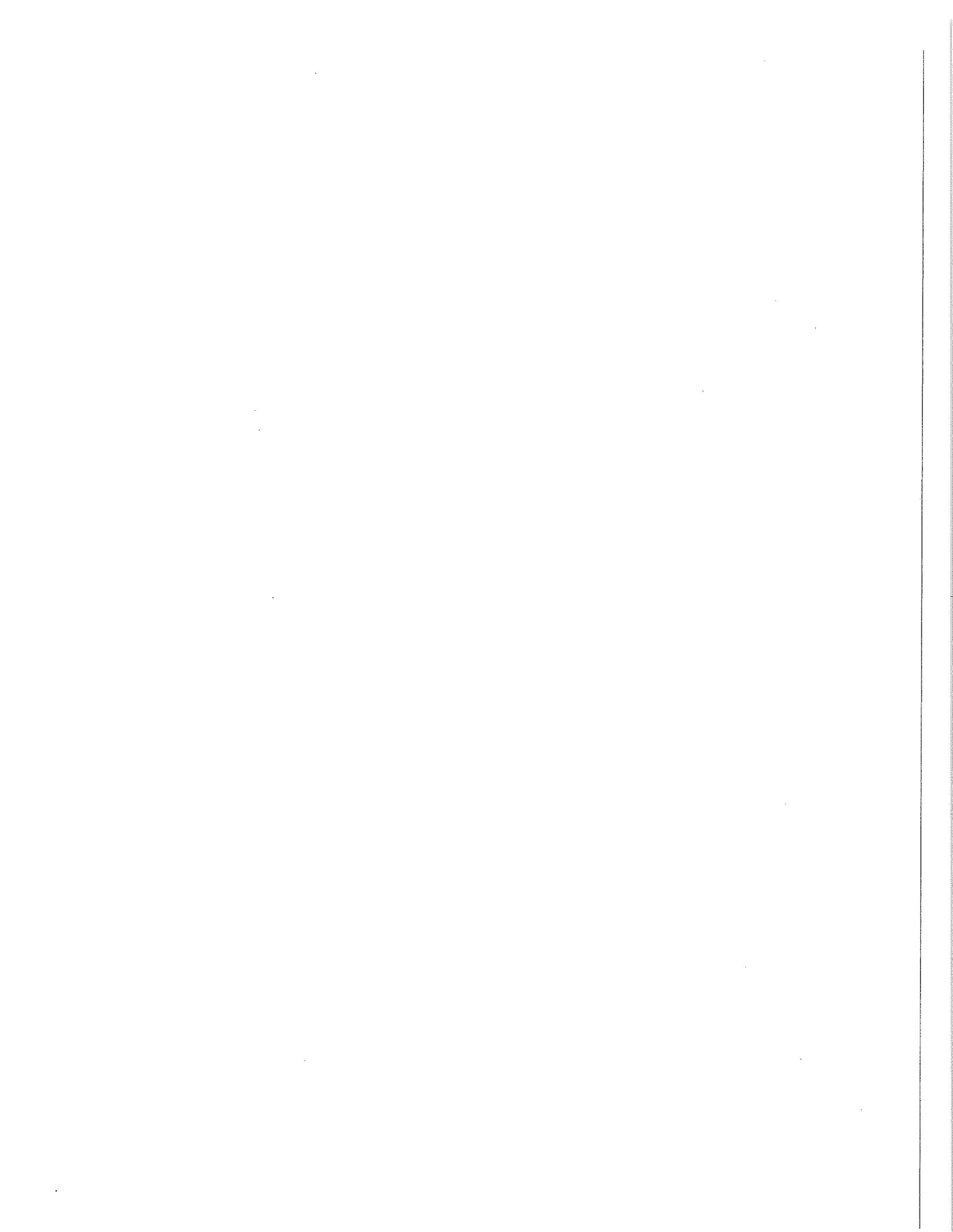
1. A description of the objection that is sufficiently specific to allow the department to determine which provisions of this section may be violated if the proposed permit or contract is allowed to proceed.
2. A description of the facts supporting the petition that is sufficiently specific to determine how the petitioner believes the project, as proposed, may result in a violation of Chapter 30, Wis. Stats;.
3. A commitment by the petitioner to appear at the administrative hearing and present information supporting the petitioner's objection.

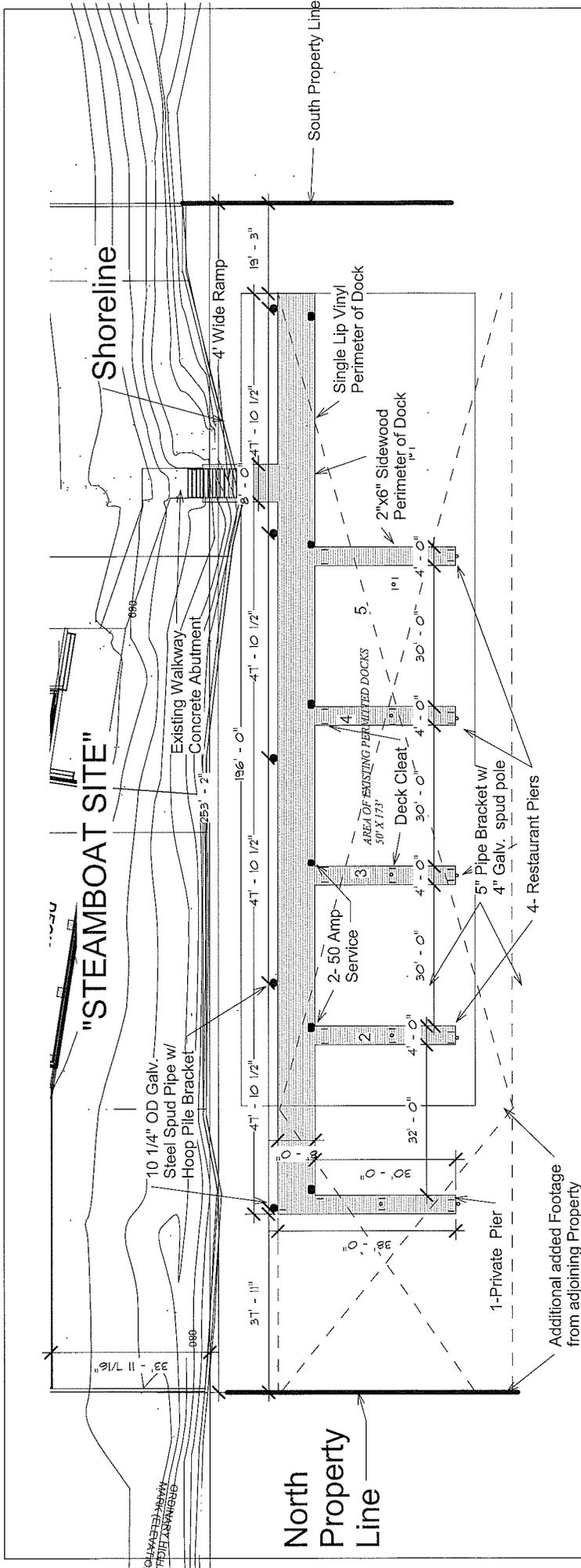
If the petition contains a request for a stay of the project, the petition must also include information showing that a stay is necessary to prevent significant adverse impacts or irreversible harm to the environment.

Dated at West Central Region Headquarters, Wisconsin on 09/02/2013.

STATE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES
For the Secretary

By 
Mark Harings
Water Management Specialist





Plan View Dock Configuration

- 1- 30'x4' Pier Private
- 4- 30'x4' Piers Public
- 1- 196'x 8' Platform
- 1-8'x16' Landing Platform

① Site Plan
1" = 20'-0"

NOTES:

1. 16" Galvanized Steel Frame Fabricated from 2"x2"x1/4" Angle
2. Longitudinal 2"x6" and 2"x8" Wood Deck 0.4 p.c.f CCA Treated
3. All Dock Structure Hot-Dipped Galvanized
4. Polyethylene Float W/ Polystyrene Floatation Molded inside
5. Live-load Deck Floatation 50-P.S.F
6. Spud Anchorage, Anchor and Spud Bracket

RiverBoat Dock Plan		Copyright 2013 All Rights Reserved
Project number	161	C1
Date	8/27/13	
Drawn by	Bruce Lenzen	
Checked by	BL	
		Scale 1" = 20'-0"

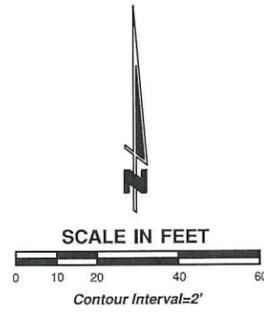
No.	Description	Date

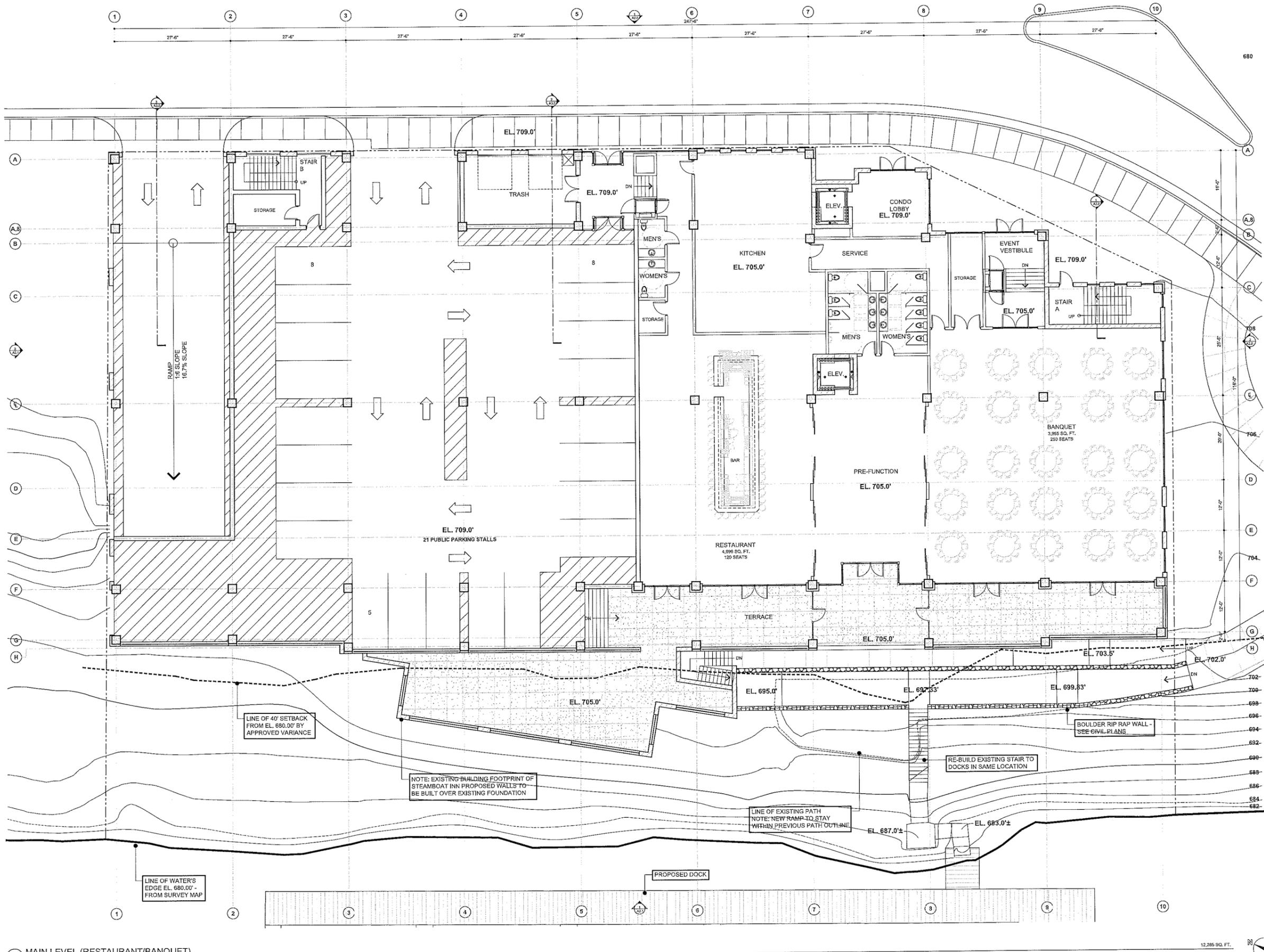
Bruce Lenzen Designs Inc
RiverBoat Properties

Autodesk® Revit®
www.autodesk.com/revit

NOTE
 Contours in the existing buildings, plus Lots 6 and 7 are from Pierce County LIDAR data. Elevation 680 was adjusted to better fit the horizontal separation between the edge of water and Elevation 682.

Lake St. Croix/St. Croix River
 Water Elevation=678.8 on April 1, 2016 (M1268 datum)





1 MAIN LEVEL (RESTAURANT/BANQUET)
1/8"=1'-0"

12,285 SQ. FT.

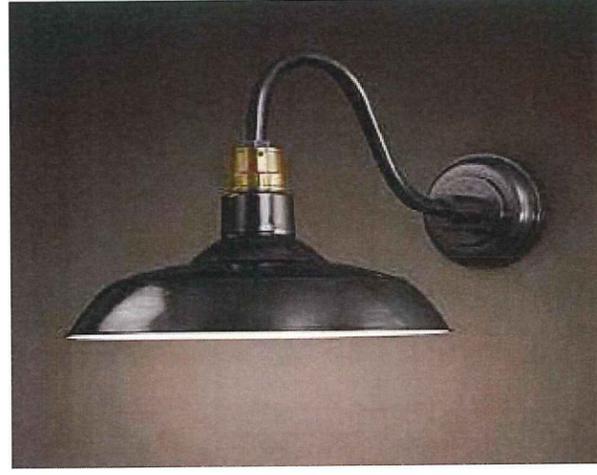




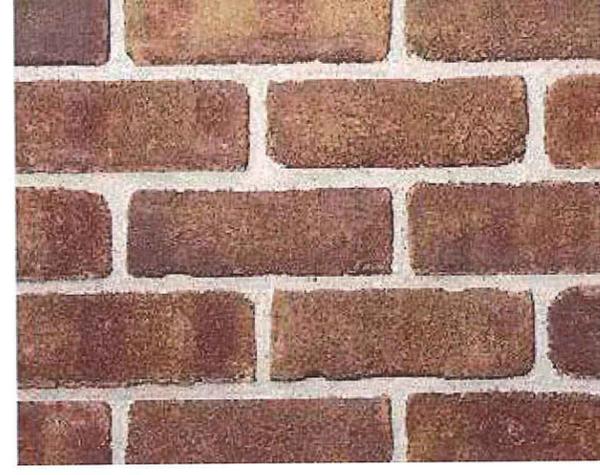
HARDIE PANEL TRIM & PANELS



RECON RETAINING WALL



GOOSENECK LIGHT FIXTURES



BELDEN BRICK BELCREST 730A



CABLE /GLASS RAIL (BLACK)



DECORATIVE LIGHT FIXTURE



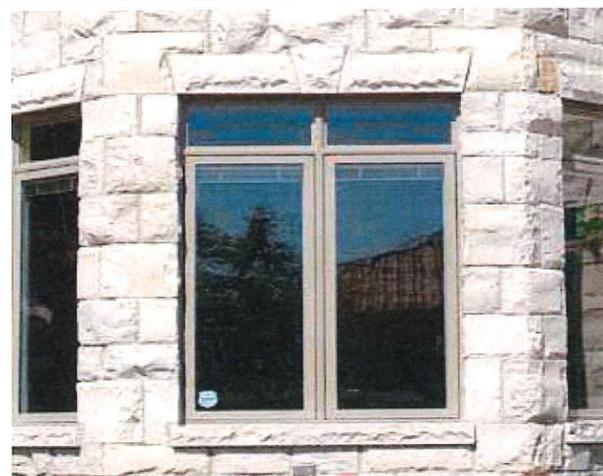
STEEL CANOPY



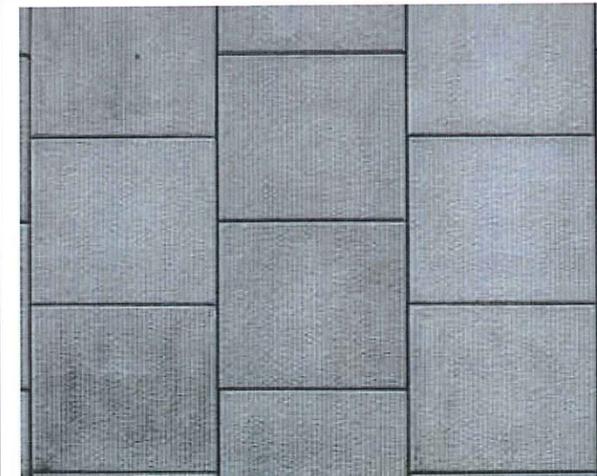
KASOTA STONE



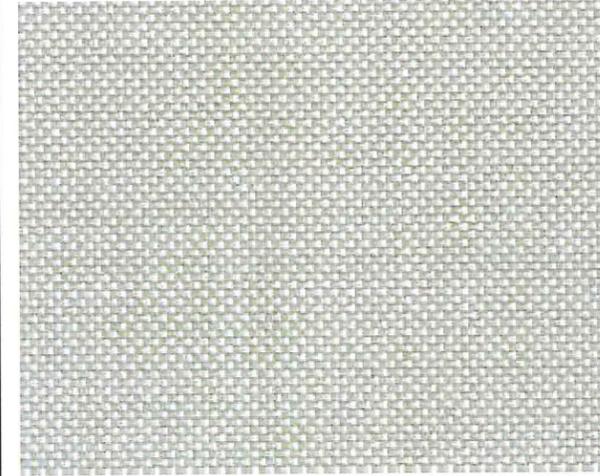
STOREFRONT (DARK BRONZE)



LIMESTONE WINDOW TRIM



STONE PATIO PAVERS



SUNBRELLA FABRIC BETWEEN UNITS

HAF

GROUP
ARCHITECTURE
DEVELOPMENT
CONSTRUCTION

233 SOUTH MAIN STREET
STILLWATER, MN 55083
PH: 651.351.1760

HAF

ARCHITECTS
HOEFLER ARCHITECTS LLC
ARCHITECTURE
PLANNING
INTERIORS

233 SOUTH MAIN ST.
STILLWATER, MN
PHONE: 651-351-1760
FAX: 651-430-0180

WWW.HAFARCHITECTS.COM
WWW.FACEBOOK.COM/HAFARCHITECTS
HTTP://HAFARCHITECTS.BLOGSPOT.COM



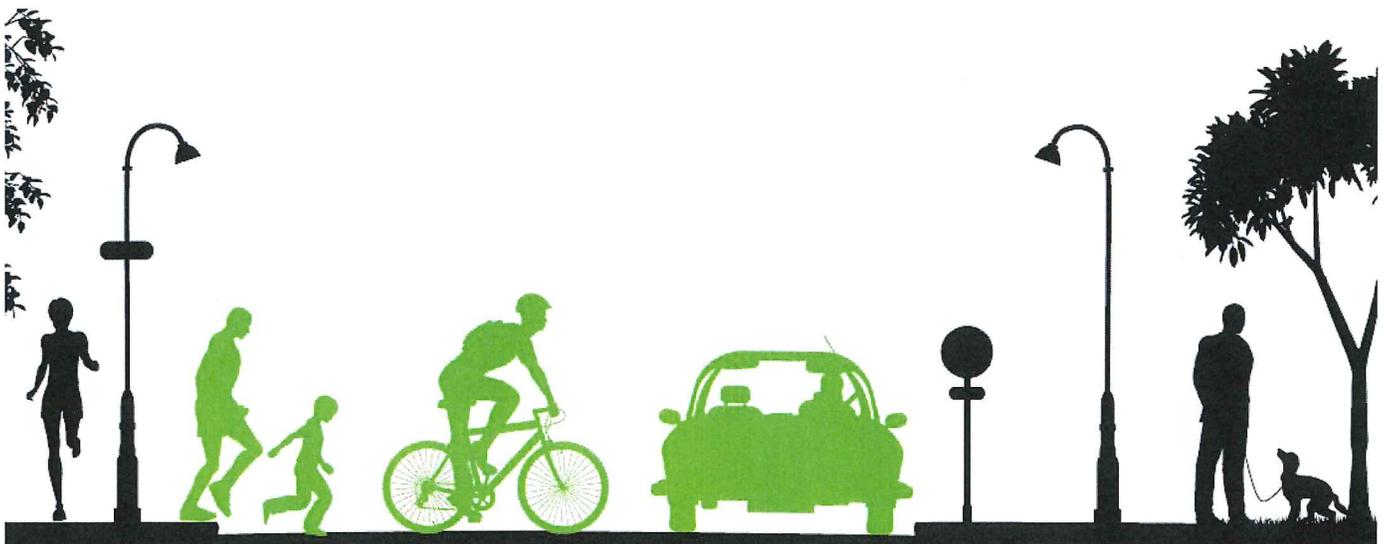
City of Prescott

Bicycle and Pedestrian Network Plan

2015-2020

December 2015

Planning Assistance Provided by:



Resolution 01-16

ADOPTING THE CITY OF PRESCOTT BICYCLE AND PEDESTRIAN NETWORK PLAN

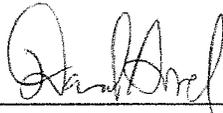
WHEREAS, the City of Prescott, with assistance from Cedar Corporation, has developed an official bicycle and pedestrian network plan; and

WHEREAS, this plan maps and outlines the preferred sidewalk, multi-purpose trail, and underpass locations in the City of Prescott that can be adequately maintained;

NOW THEREFORE BE IT RESOLVED, that the Common Council hereby formally adopts the City of Prescott Bicycle and Pedestrian Network Plan 2015-2020 as the official policy statement for the development of a bicycle and pedestrian infrastructure in the City of Prescott.

Adopted this 11th day of January, 2016.

Approved:



David Hovel, Mayor

Attest: I hereby certify that the foregoing resolution was duly adopted by the Common Council of the City of Prescott at a legal meeting held on this 11th day of January, 2016.



Jayne Brand, City Administrator

City of Prescott

Bicycle and Pedestrian Network Plan

Executive Summary

Introduction

The City of Prescott has established a Bicycle and Pedestrian Advisory Committee to study a proposed bicycle and pedestrian network. The Committee has determined that the proposed bicycle and pedestrian network should include sidewalks, underpasses, bike lanes and trails and should serve several purposes. The first intended purpose of the bicycle and pedestrian network is to connect residential areas to attractions such as: schools, the library, churches, restaurants, stores, parks and other places of interest. The second, but no less important, intended purpose of the bicycle and pedestrian network is to provide looped routes for residents to run, walk and/or ride bicycles for transportation or recreation.

Components of the Bicycle and Pedestrian Network Plan:

Sidewalks: 5-foot wide concrete sidewalk adjacent to streets for pedestrians.

Bike Lanes: 5-foot wide asphalt bike lane on streets for bicycles.

Multi-Purpose Trails: 10-foot wide asphalt trail for pedestrians and bicycles.

Under Passes: Minimum 10-foot wide and 8 feet high.

Proposed Bicycle and Pedestrian Network Plan:

The proposed Bicycle and Pedestrian Network is shown on Map 2. The proposed Bicycle and Pedestrian Network will correlate with bicycle/pedestrian routes to be constructed within proposed and future developments on the City's southeast, east and northeast sides. Approximately 1 in 4 residents would have at least one component of the proposed Bicycle and Pedestrian Network constructed adjacent to their property.

Cost of the Proposed Pedestrian Network Plan:

The cost to construct the proposed Bicycle and Pedestrian Network will vary depending on whether the infrastructure is required as part of new development or if the City initiates the construction. The City will explore grants to offset the costs of new sidewalks and trails.

Planning Assistance Provided by:



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The first intended purpose of the bicycle and pedestrian network is to connect residential areas to attractions such as:

- Schools,
- Library,
- Churches,
- Restaurants,
- Stores,
- Parks and,
- Other places of interest.

The second, but no less important, intended purpose of the bicycle and pedestrian network is to provide looped routes for residents to run, walk and/or ride bicycles for transportation or recreation.

Positive Impacts on the Community

The proposed bicycle and pedestrian network will have a positive economic, health, and social impact on the City of Prescott in many measurable and immeasurable ways.

Economic Impact

- Trails can make the community an attraction and destination while bringing in revenue to businesses.
- Biking and walking reduces traffic, parking needs, and energy consumption.
- Bicycling and walking are quality of life indicators and this attracts new residents and visitors.
- Trails are important to homebuyers.
- Biking and walking reduces health care costs.

Social Impacts

- Walking helps children decompress and process the day's events as they come home from school.
- Walking creates community interaction, pride, and connectedness.
- Elderly are more likely to walk to nearby services and socialize in their community. It allows them more independence.
- Sidewalks and trails encourage residents of all ages to spend time outdoors.
- Children learn navigation skills, independence, and self-confidence.

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Health Impacts

- Older adults near safe walking and biking paths are more likely to get enough exercise needed to maintain a healthy life.
- Biking and walking are easy ways to get in short sessions of exercise.
- Biking and walking reduces heart and lung disease, cancer, osteoporosis, diabetes.
- Biking and walking helps fight obesity, a growing national problem.
- Active children tend to remain active.
- Biking and walking reduce automobile trips and related air pollution.

In general, communities that lack sidewalks and trails discourage walking and biking. Studies have indicated the closer people live to a bike trail, the more likely they are to use it and residents tend to ride bicycles if they have somewhere to ride or there is a place to park their bikes. People tend to be willing to travel 2 miles or less by bicycle or 1 mile or less by foot if the proper infrastructure is available and safe.

Parking Impact

Promotion of bicycle and pedestrian access to and from attractions can possibly lower the demand for vehicle parking. In the central business district, in particular, parking spaces are at a premium and an increase in pedestrian traffic would, in theory, lower the demand for parking spaces which would free up spaces for tourists and visitors to park downtown. One potential limitation on the effectiveness of bicycle and pedestrian access to the central business district is the topography as three of the main streets leading into the central business district are quite steep. This may discourage some pedestrians and bicyclists. The parking impacts would likely be most noticeable at parks.

Safety Impact

Without a bicycle and pedestrian network throughout the City, residents that wish to walk, bike or run for transportation, leisure or exercise are forced to walk, bike or run on the street creating a potential conflict with vehicles. Even in the most optimal condition, where the bicycles, pedestrians and vehicle drivers are alert and aware of their surroundings and each other, this situation is less than ideal. If any of these parties are inattentive or careless such a situation can be quite dangerous.

The bicycle and pedestrian network is intended to protect bicyclists and pedestrians in several ways. Pedestrians on sidewalks would be protected to some extent from vehicles by the separation provided by the boulevard width and concrete curb. Bicyclists would be protected to some extent from vehicles by signage and pavement markings that are intended to increase the level of awareness of drivers as to the potential for conflicts with non-motorized traffic.

The Bicycle and Pedestrian Advisory Committee has proposed a cooperative program with the Police Department and School District to teach elementary and middle school

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children the rules and customs of using sidewalks and trails safely and courteously. In conjunction with this cooperative program, the Bicycle and Pedestrian Advisory Committee wishes to work with the School District to determine what, if any, changes might be made to the busing policy.

Community Support

In 2014, the City of Prescott conducted two Community Conversation Workshops and a Community Survey to gather the opinions of residents on a wide variety of community issues. Residents who took part in the workshop and/or survey stressed the desire to have a well-connected safe sidewalk and bicycle trail network for residents to use and to attract visitors to the community. They also indicated that signage would benefit residents and visitors and improve their experience in Prescott. Areas of safety concerns included walking safely from the waterfront area across the railroad tracks to downtown and crossing USH 10, STH 29, and STH 35.

Summary

The following chapters will detail the proposed pedestrian network:

- **Chapter 2** focuses on the appropriate design standards and maps of the proposed bicycle and pedestrian network.
- **Chapter 3** focuses on the goals, objectives, and recommendations for the City's bicycle and pedestrian network as well as funding sources.

CHAPTER 2: Design Standards & Proposed Network

Corridor Options

A number of different types of bicycle and pedestrian routes are available to make the connections and looped routes discussed in the Introduction. It should be noted that this report makes no recommendations (implied or otherwise) as to the specific side of the street upon which sidewalks, underpasses, bicycle lanes and/or multi-purpose trails should be placed.

Sidewalk Both Sides: It is most effective to install sidewalk on both sides of a street in commercial areas to provide access to all parking stalls and properties without walking on the street. It is, however, recommended to consider Sidewalk Both Sides in residential and/or industrial areas on streets where pedestrian crossings are deemed to be dangerous. Generally, bicycles are not allowed on sidewalks. Sidewalks are typically installed within the street right-of-way, although easements can be necessary to bypass large trees.

Sidewalk One Side: It is most cost effective to install sidewalk on one side of a street in residential areas. Residents from the opposite side of the street can utilize the sidewalk by crossing at the nearest intersection but the installation and maintenance costs are half that of Sidewalk Both Sides. Generally, bicycles are not allowed on sidewalks. Sidewalks are typically installed within street rights-of-way, although easements can be necessary to bypass large trees.

Bike Lane: In areas where bicycle traffic is expected to be high it is advisable to create one-way bike lanes on the street that are clearly delineated with pavement markings and marked with appropriate signage. The route of bike lanes should be coordinated to ensure that the route never flows against adjacent traffic. It is not advisable to allow parking on the side of the street as a bike lane. Pedestrians are not allowed to use bike lanes. Bike lanes are installed upon the street, which is installed within street rights-of-way.

Multi-Purpose Trail: In areas where bicycle and pedestrian corridors will deviate from vehicular corridors, it is advisable to construct multi-purpose trails. Multi-purpose trails are wide enough to allow two-way traffic. Users must follow rules and customs to ensure that each means of travel (bicycle, rollerblades, skateboards and walking) can use the same trail without conflict. Multi-purpose trails can be installed within street rights-of-way, although their width and routes generally preclude this option. Easements are generally necessary.

Underpasses: In areas where the width of the roadway and traffic counts creates a safety hazard for pedestrians and bicyclists who want to cross them, underpasses can provide complete separation of pedestrians and/or bicyclists from vehicular traffic. Underpasses also provide crossings where no other pedestrian or bicycle facility is available, and connect off-road trails and paths across major barriers, like freeways, railways, or natural barriers.

CHAPTER 2: Design Standards & Proposed Network

Design Standards:

Sidewalk Design Standards:

The sidewalk is typically placed on the same side as existing sidewalks in the area. Other considerations such as driveway density, tree removals, cross-walk visibility and resident concerns should be taken into account when choosing which side to install sidewalk.

Contraction joints shall be provided 5' on-center. If the sidewalk is more than 7' wide a lateral contraction joint shall be provided. Expansion joints shall be provided 25' on-center, against all structures (retaining walls, buildings, etc) and at all interfaces between different concrete depths (4" to 6" sidewalk, curbs, etc). Wire reinforcing mesh may be used.

Generally, sidewalks are separated from the curb by a 5-foot vegetated boulevard. The boulevard provides a separation between the vehicular traffic and pedestrians using the sidewalk. In addition, the boulevard provides a location for snow storage in the winter. Without snow storage, residents and snow plow operators push snow back and forth from the street to the sidewalk.

It is generally not advisable to install sidewalk adjacent to a street without curb and gutter. Likewise, it is generally not advisable to install sidewalk adjacent to a street with curb and gutter that is in need of repair. In such cases it is more cost-effective to install sidewalk at the time of curb and gutter installation or repair.

Crosswalks should be provided at each intersection. Curb ramps and detectable warning fields shall be provided at all street crossings. Crosswalks should not be provided mid-block except in rare circumstances. If such a situation is unavoidable, appropriate signage shall be provided to adequately warn drivers of the crosswalk.

Bike Lane Design Standards:

The bike lane network should be routed to as to provide a one-way loop upon which non-motorized vehicles can circulate through the City. Pedestrian traffic should be discouraged from using bike lanes, as no separation is provided to vehicular traffic. One way to discourage such pedestrian use is to locate bike lanes adjacent to sidewalks so that a clear alternative is available.

It is most cost effective to install bike lanes upon streets with existing curb and gutter in good condition. The only costs in such installations would be pavement markings and signage. For new streets on the proposed bike lane route, the street should be wide enough to accommodate the bike lane, two-way vehicular traffic and parking on the adjacent side of the street.

It is generally not advisable to incorporate bike lanes into existing streets without curb and gutter. The width of such streets is generally not wide enough to allow for two-way vehicular traffic and a bike lane, let alone parking. In addition, without a curb to constrain the edge of the pavement, the outside portion of such roadways is generally in fairly poor condition, which may pose safety concerns for rollerbladers or other small-wheeled device users which are not as forgiving as bicycles when it comes to uneven surfaces.

CHAPTER 2: Design Standards & Proposed Network

Bike lanes should be delineated with a white pavement marking line that is uninterrupted for the entire length of the block. Signage should be provided at a uniform spacing to remind vehicular traffic of the existence of the bike lane and to discourage parking. Signage should be provided to denote the route of the bike lane at intersections.

Multi-Purpose Trail Design Standards:

Multi-purpose trails will primarily be constructed in developing portions of the city. As such, multi-purpose trails should be constructed in conjunction with the various subdivisions and/or improvements. Multi-purpose trail alignment should follow the existing topography to the maximum extent practical. However, horizontal curves, vertical curves and slopes should be evaluated for excessive speed and/or visibility. Several proposed multi-purpose trails will also function as service roads to allow vehicular access for maintenance and/or emergency services. These trails will be subject to additional design standards.

Multi-purpose trails will require signage to direct users the “trailheads”. In addition, on-trail signage will be required for such things as street crossings and the like.

Figure 1: Design Standards

	Material	Minimum Width	Depth	Base
Sidewalk	Concrete	5', 6' (against curb)	4" typical	6" granular
Sidewalk (Driveway)	Concrete	N/A	6" typical	8" crushed aggregate
Bike Lane	Asphalt	5' (from curb flag)	3" typical, match street	8" crushed aggregate
Multi-Purpose Trail	Asphalt	10' (with 2' shoulders)	2" typical, 3" if service trail	8" crushed aggregate
Underpasses	Reinforced Concrete	10' to 14'	8' high	N/A

Underpass Design Standards:

Entrances and exits to overpasses and underpasses should be clearly visible to encourage use. Underpass widths should be between 10 and 14 feet, but underpass width should be increased if the underpass is longer than 60 feet.

New Development Standards:

The optimal time to install a bicycle and pedestrian network in a neighborhood is during the initial construction. As a means to this end the City of Prescott's current Subdivision Ordinance requires sidewalks and/or bikeways:

- Along generally north-south and east-west routes
- Along streets and/or routes that may serve as major pedestrian access routes to and from traffic generators
- To provide sidewalks and/or bikeways as necessary to connect with all adjacent existing sidewalks and/or bikeways or proposed sidewalks and/or bikeways shown in the Bicycle and Pedestrian Network Plan

CHAPTER 2: Design Standards & Proposed Network

This would mimic the proposed bicycle and pedestrian network through the existing portions of the City and limit the amount and cost of extraneous sidewalks. By limiting it to two major corridors, it is thought that more effort would be made to enhance the system (i.e. wide bike trails within dedicated corridors instead of sidewalks, for instance.)

It is expected that development will expand the City to the southeast (Hollister Avenue and STH 35), east (USH 10) and northeast (STH 29/35). It is critical that bicycle and pedestrian corridors are extended to the boundary of the City in these locations to ensure that connectivity is provided.

Maintenance of Sidewalks:

All existing sidewalks should be evaluated periodically to determine the structural condition and relative need for replacement. A number of conditions warrant replacement:

- Tripping hazard created by heaving
- Tripping hazard created by settlement
- Excessive cracking
- Narrow width
- Unacceptable materials

In such instances, replacement should be completed after identifying and rectifying the underlying problem. For instance, settlement should be addressed by importing and compacting appropriate base material. If a number of sections on a particular section exhibit similar problems, it may be advisable to replace the entire section, as it may indicate poor construction materials and/or practices when the original installation took place.

There are several areas within the City where the existing sidewalk is in fair condition but is obstructed by trees or shrubs. In these areas, it is recommended that the City take a more proactive approach to trimming and maintenance.

Removal of ice and snow from sidewalks is covered by Ordinance 506-11. This ordinance, which protects the health and safety of sidewalk users, should be strictly enforced.

Existing Sidewalks:

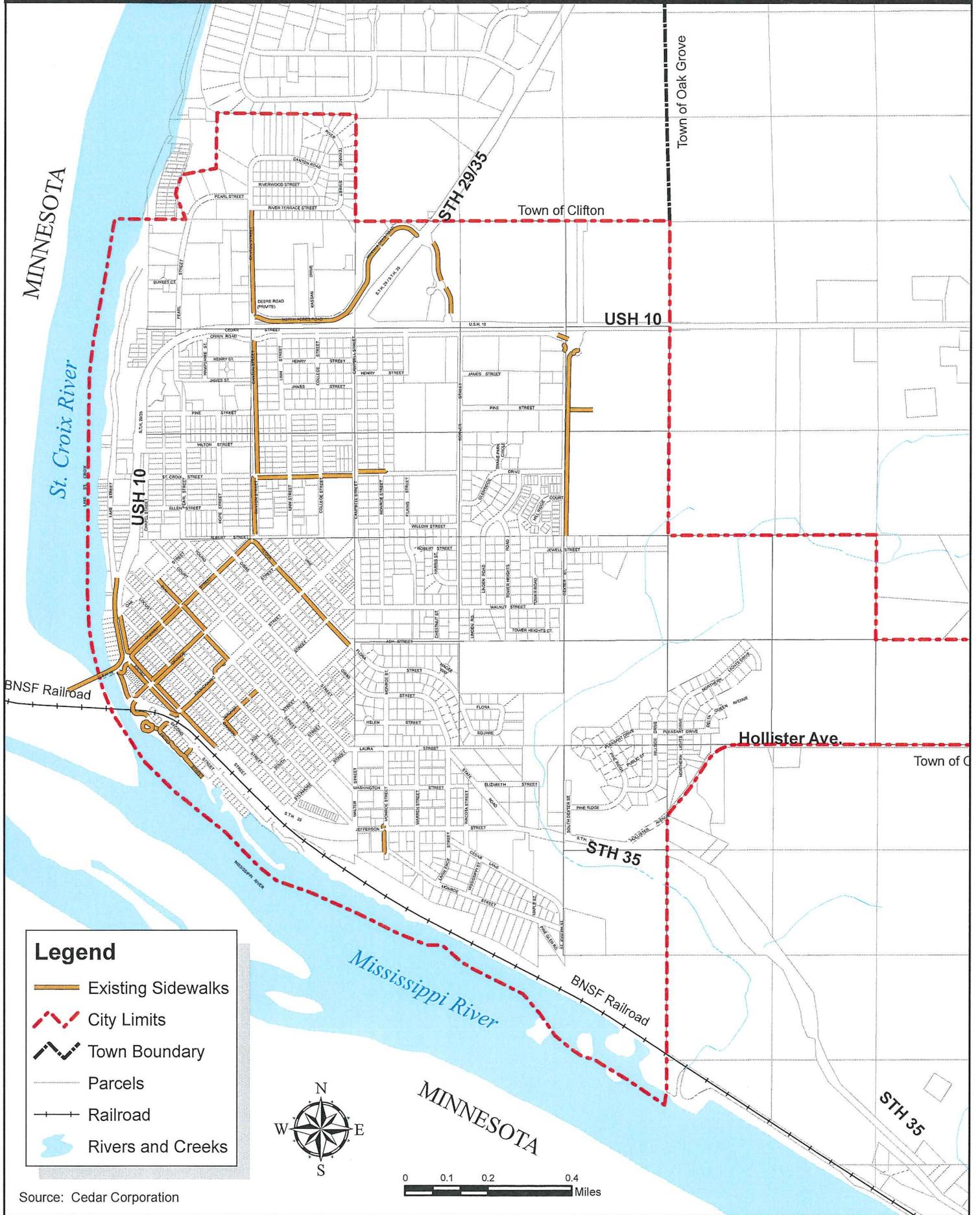
Map 1 shows the location of existing sidewalks in the City of Prescott. Most sidewalks are located in the central business district and riverfront areas adjacent to the St. Croix River. Sections of sidewalk in poor condition have been removed in some areas of the City and new sidewalks have been constructed during new development, road reconstruction projects, and new infrastructure projects. The existing sidewalks are beginning to form a network connecting many parts of the City.

Existing Bicycle Routes

The Great River Road (STH 35) is a popular route for bicycling and brings people from out of town into the community who want to explore area bicycling opportunities. The ability to attract these bicyclists to provide a boost to the local economy can be tied to a community's bicycle infrastructure that includes bicycle work stations, parking infrastructure, outdoor restrooms, safe trails and accessible water. Bike lanes are painted on STH 35 to accommodate bicyclists.

There is an opportunity to connect to multi-use trails being developed in Minnesota. The Point Douglas Regional Trail is a walking and bicycling trail in Minnesota that will link the City of Hastings with the City of

Map 1: Existing Sidewalks



CHAPTER 2: Design Standards & Proposed Network

Prescott. This portion of the Minnesota trail will be completed in 2016 and is expected to attract 150,000 users a year. The Trail will connect to a walkway on the St. Croix River Bridge that will take users to downtown Prescott. The trail provides a great opportunity for existing and future downtown businesses in Prescott. It also provides a great opportunity work cooperatively with Minnesota, Pierce County, and the surrounding Towns to connect to the Point Douglas Regional Trail.

Proposed Bicycle and Pedestrian Infrastructure

Planning for future multi-use trails and sidewalks should take these factors into consideration:

- Provide safe passages to traffic generators such as the downtown, schools, waterfront, and areas identified in new developments.
- Plan sidewalks to provide connectivity to other sidewalks.
- Provide adequate road width and shoulder space for safe sharing of road space with other vehicles.
- Establish multi-use trails that link park and conservancy areas and provide parking for non-resident users.
- Incorporated signage to direct people to points of interest.

Map 2 shows the location of proposed sidewalks and multi-use trails in the City of Prescott. The proposed sidewalks extend from existing sidewalks and form a connected network along the main travel corridors in the City. The also connect the downtown, schools, parks, residential, commercial and industrial areas.

The proposed multi-use trails connect residential neighborhoods to park areas and will provide access to some impressive ravines. A portion of the proposed multi-use trail system is located in the Town of Oak Grove. These portions could be constructed as part of a joint City/Town trail system if desired.

Proposed Bicycle and Pedestrian Underpasses

Results of the Community Conversation Workshops and Community Survey show that residents desired a pedestrian and bicycle trail network that provides safe and accessible routes to schools and other parts of the community. Pedestrian and bicycle safety issues, especially exploring ways to safely cross USH 10, STH 29, and STH 35, were mentioned frequently.

Map 3 shows four (4) proposed locations for pedestrian and bicycle underpasses. USH 10, STH 29 and STH 35 form obstacles for pedestrians and bicyclists who want to cross them. The highways are dangerous to cross because to high traffic volumes and speed limits (45-55 mph). The highways separate the City into three distinct areas that have sidewalks but to infrastructure that allows residents to safely cross the highways.

Map 2: Proposed Sidewalks and Multi-Use Trails



Source: Bicycle and Pedestrian Network Plan

Map 3: Proposed Bicycle/Pedestrian Underpasses

LEGEND

- Existing Sidewalks
- Proposed Sidewalks
- Proposed Underpass
- Corresponds to Text in the Plan
- Average Annual Daily Traffic

4
6,100



CHAPTER 2: Design Standards & Proposed Network

A minimum of two underpasses will be needed to connect the three distinct areas of the City that are separated by the highways. The four proposed locations are described as follows:

Location 1: This underpass would connect the main portion of the City and north portion of Prescott at the intersection of USH 10 and Canton Street. It would connect to existing sidewalks that serve commercial and residential areas. This location is already used as a main crossing point in the City. There is adequate area to transition to a future underpass.

Location 2: This underpass would connect the north portion of the City and the northeast portion of the City. Sidewalks would have to be constructed on the northeast portion. Challenges to this location are a proposed future roundabout at the intersection where the three highways meet and existing stormwater infrastructure.

Location 3: This underpass would connect the main portion of the City and northeast portion of Prescott at Eagle Ridge Road. The underpass would require additional sidewalks to be constructed on both sides but would provide access to the new grocery store, industrial park, schools, and residential areas. USH 10 is narrower in this location and transition areas to an underpass are adequate.

Location 4: This underpass would connect the northeast portion of the City and north portion of Prescott at Eagle Ridge Road and North Acres Road. This location would provide access to the new grocery store, industrial park, commercial, and residential areas and sidewalks would have to be extended to connect to existing sidewalks.

CHAPTER 3: Funding and Plan Recommendations

Capital Improvements Plan:

It is unreasonable, from both a logistical and a financial standpoint, to construct the entire proposed pedestrian network at once. Therefore a rational and realistic schedule must be prepared. The City of Prescott maintains a 5-year Capital Improvements Plan (CIP) that prioritizes municipal projects over a five-year period. The CIP is reviewed and updated each year.

Bicycle and pedestrian infrastructure can be included in the City's CIP. The City can examine upcoming street reconstruction projects to include sidewalks or trails to minimize the costs. The City can also coordinate new infrastructure with grant programs.

Funding Sources:

Funding for the proposed pedestrian network may be obtained from a variety of sources:

- **Bonding:** Similar to the funding of most street improvement projects.
- **TIF:** Projects within existing or future TIF Districts may be paid for by TIF funds as long as the TIF plan includes such improvements.
- **Grants:** A variety of grants are available for pedestrian network projects. Typically such grants are very competitive and are generally awarded to projects that combine several modes of transportation.
- **Development Agreements:** The construction of the trail network in future development areas are assumed to be at the cost of the various developers. In addition, if the City more strongly enforces those sections of the Subdivision Ordinance that requires pedestrian networks be installed at the time of construction of the subdivision, the City will not have to spend resources in these areas and can focus on existing areas of town.
- **Assessments:** The Bicycle and Pedestrian Network Committee has recommended that costs related to sidewalk improvements not be assessed to adjacent property owners.

General Recommendations:

The proposed pedestrian network will not be brought to fruition without:

- **Positive input from public at project specific meetings.** Interested members of the public are strongly encouraged to attend Committee and Council meetings where issues relating to the pedestrian network are discussed to support its construction. Too often, the only members of the public at meetings are those that are not in favor of a project.
- **Short-term results.** The best advertisement for a bicycle and pedestrian network is to have a portion of it constructed so that residents can use it and understand why it would be a good addition to their neighborhood. In addition, the more quickly the City settles into a routine of construction portions of the network the more quickly, obviously, the network can be finished.
- **Altering the plan.** Even with the best of intentions, there will certainly be setbacks to the construction of the pedestrian network. It is important to deal with these setbacks in a manner that allows the network to be completed. If, for instance, residents oppose and successfully block construction of a portion of the sidewalk route it is important to identify an alternate route for consideration at some point in the future. Otherwise all