

**CITY OF PRESCOTT, WISCONSIN
MEETING NOTICE
PLANNING COMMISSION
MONDAY, OCTOBER 3, 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 July 5, 2016
4. Open public hearing – Special Use Permit for property owned by Greg Harris for applicant Prescott Area Food Pantry, Inc for future construction of a food pantry, convenience/thrift store, farmers market, gardens, bingo area with concession and garage or shed for storage of garden and snow removal equipment per City Code of Ordinances, Chapter 635
5. Close public hearing
6. Special Use permit for property owned by Greg Harris for applicant Prescott Area Food Pantry, Inc for future construction of a food pantry, convenience/thrift store, farmers market, gardens, bingo area with concession and garage or shed for storage of garden and snow removal equipment per City Code of Ordinances, Chapter 635
7. Discuss bicycle/pedestrian plan with proposed trail from downtown area to Freedom Park
8. Discuss establishment of parking improvement fund
9. Building Inspection report
10. Other Business
11. 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

JULY 5, 2016 PLAN COMMISSION MEETING MINUTES

Pursuant to due call and notice thereof, a meeting of the Plan Commission was held Tuesday, July 5, 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, Connie Wenzel, Todd Dolan, Kyle Warp and Lother Nawrocki. Jack Hoschette was excused. Public Works Director Hank Zwart and City Administrator Jayne Brand represented staff.

Eggers/Warp motion to approve minutes for June 6, 2016 passed without a negative voice vote.

Matt Hoefler of HAF Architects presented the plan for Riverboat Properties for the old Steamboat Inn property. The plan is for a three level building with underground parking, parking on the main level with 53 being public parking and 25 being parking for the condo units. There will be a first floor restaurant with seating for 120, banquet area with seating for 250, speakeasy with seating for 44. The second and third floor will each have six condos. The height of the building will be 33 to 34 feet which is under the required zoning ordinance height of 35 feet. The heating and cooling systems will not be on the roof. There was discussion on the ramp to the dock. The ramp to the dock will remain pretty much the same way it is now. There was also discussion on the entrance and exit to the parking ramp. There are still meeting which need to be held with the Department of Transportation on the entire project. Commission Warp asked about the parking requirement. Mayor Hovel explained there are parking requirements in the zoning code but the C-1 zoning district does not have the parking requirements. Bruce Lenzen representing Riverboat Properties stated they are willing to build the park/greenspace area of allowed by the Department of Transportation. Commission Wenzel asked about where deliveries will be made. The deliveries will be made from the street side. There is an area on the street where there is parking. This area may also be used for valet parking. The timeline for construction will be 12 to 14 months and they would like to get started as soon as possible. **Warp/Eggers motion to recommend approve of building and site plan with final approvals for the DNR and DOT and city staff and city engineer review the grading, stormwater and erosion control plans passed without a negative voice vote.**

The commission discussed the bicycle and pedestrian plan. The commission would like to have the plan updated so it shows a trail from the downtown area to Freedom Park, from Freedom Park to Magee Park and from Magee Park to the new high school on Dexter Street. Staff was directed to work with Cedar on updating the maps with these trails.

Other Business: The commission would like to review the upcoming street projects.

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

Respectfully Submitted,

Jayne M. Brand
City Administrator



**PUBLIC HEARING NOTICE
PRESCOTT PLANNING COMMISSION
SPECIAL USE PERMIT**

Public notice is hereby given to all persons in the City of Prescott, Pierce County, Wisconsin that a public hearing will be held on Monday, October 3, 2016 at 6:30 p.m. at the Municipal Building, 800 Borner Street North. The hearing is on the following special use permit:

Greg Harris – Current property owner
370 Warren St.
Prescott, WI 54021

Applicant for the Special Use is:

Prescott Area Food Pantry, Inc.

The special use permit is for property located east of Wacota Street and North of Jefferson Street. The property will be used for the future construction of a food pantry, convenience/thrift store, farmers market, gardens, bingo area with concession, and garage or shed for storage of garden and snow removal equipment per City Code of Ordinances, Chapter 635.

All persons having an interest are invited to attend the hearing and be heard or submit written comment to City Hall prior to the hearing.

This special use permit application will also be heard at the October 10, 2016 City council meeting at approximately 6:30 p.m.

Jayne M. Brand
City Administrator

Published: September 22, 2016
September 29, 2016



SPECIAL USE APPLICATION

Instructions

1. Submit a plot plan showing property dimensions and existing structures and their uses.
2. Submit information regarding use of property, any planned renovations, construction, etc.
3. Submit fee of \$500.00

Owner's Name GREG HARRIS

Address 370 WARREN ST.

City PRESCOTT State WI Zip Code 54021

Telephone # 715-262-3515

Special Use Request – Describe Request

SEE ATTACHED SHEETS

The applicant agrees to comply with the following:

1. All Municipal Codes of the City
2. All conditions of the permit

The applicant also understands that the issuance of the special use permit creates no legal liability, expressed or implied, on the City of Prescott and certifies that all the above information is accurate.

Signature *Greg Harris* Date 9/14/16

City Use Only:

Date Filed _____	Mailing Date _____
Fee Paid _____	Publish Date _____
Receipt # _____	Zoning Dist. _____
Hearing Date _____	Date Approved _____

Application # _____

PRESCOTT AREA
FOOD PANTRY

720 St. Croix Street Suite 119 Prescott, WI 54021 715-262-4143

September 14th, 2016

Prescott City Hall
800 Borner Street
Prescott, WI 54021

To whom it may concern,

The Prescott Area Food Pantry, Inc., a 501(c)3 non-profit serving the Prescott Area School District, has entered into discussions with Greg Harris, the owner of the attached described property for the future construction of a Food Pantry, Convenience/Thrift Store, Farmers Market, Gardens, Bingo Area with concessions. A small garage or shed to store garden and snow removal equipment will be needed in the future as well

Measurements of the NORTH Easterly/ Westerly lot line is to the crest of the bank even though the lot line continues down to the vacated Elizabeth Street below which butts up to the Lubich property which operated a commercial business for years. All setbacks will be strictly adhered to as well as all building codes.

The Prescott Area Food Pantry has many sponsors, 2Nd Harvest Heartland, United Way, Salvation Army, TEFAP administered by West Cap, Thrivent Financial, Hugh Anderson Foundation, 3M Foundation and UNFI, Benevity, Northern Tier and Ameriprise to name a few.

The First National Bank of River Falls/Prescott has reviewed our financials and has agreed to underwrite our purchase of this land and the purchase is contingent upon this Special Use Application being approved in its entirety.

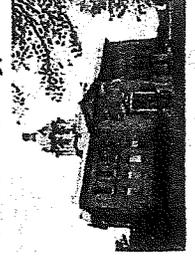
Should you have any questions, I will be happy to discuss them with you.

Thank You for "HELPING US TO HELP THOSE IN NEED"

Peter D. French
Executive Director & COO
Prescott Area Food Pantry, Inc
651-329-4395 Cell



Pierce County, WI



harris parcel 2

Date: 5/24/2016

Use this data for accurate field surveys or for locating actual property lines and any adjacent features.

These data are provided on "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty of their performance, reliability or accuracy.

WACOTA ST
200'

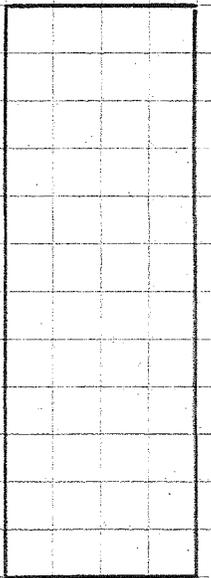


GARDENS

GARAGE

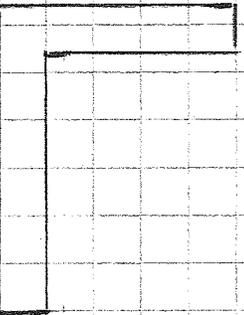
60

104



PARKING

FARMERS MKT

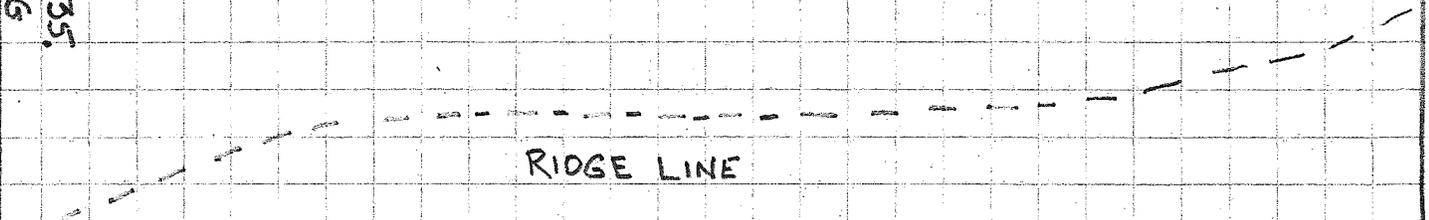


ALL SET BACKS PER ATTACHED CHAPTER 6.35,
ZONING

HWY 35

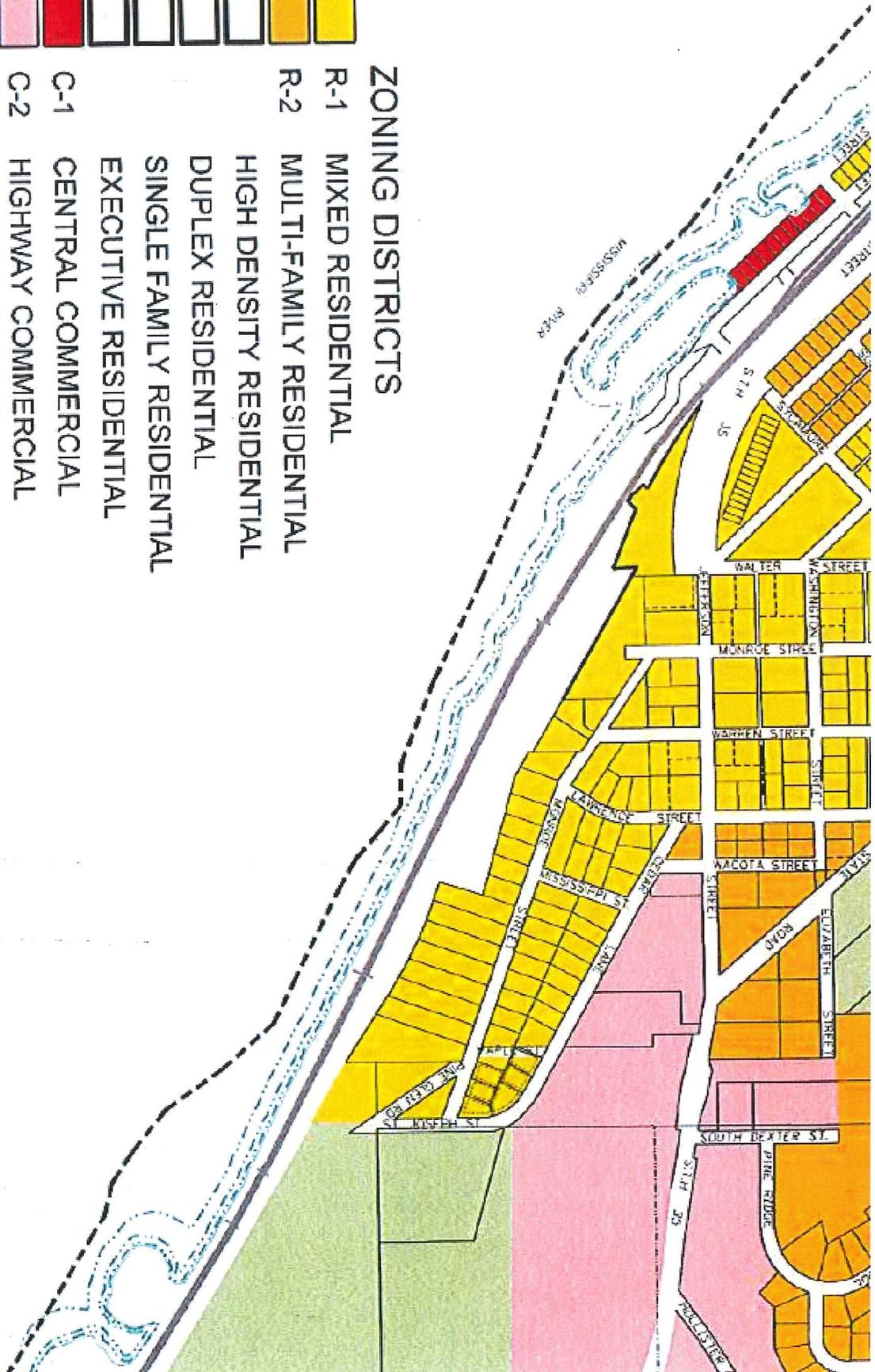
NOT TO SCALE

RIIDGE LINE

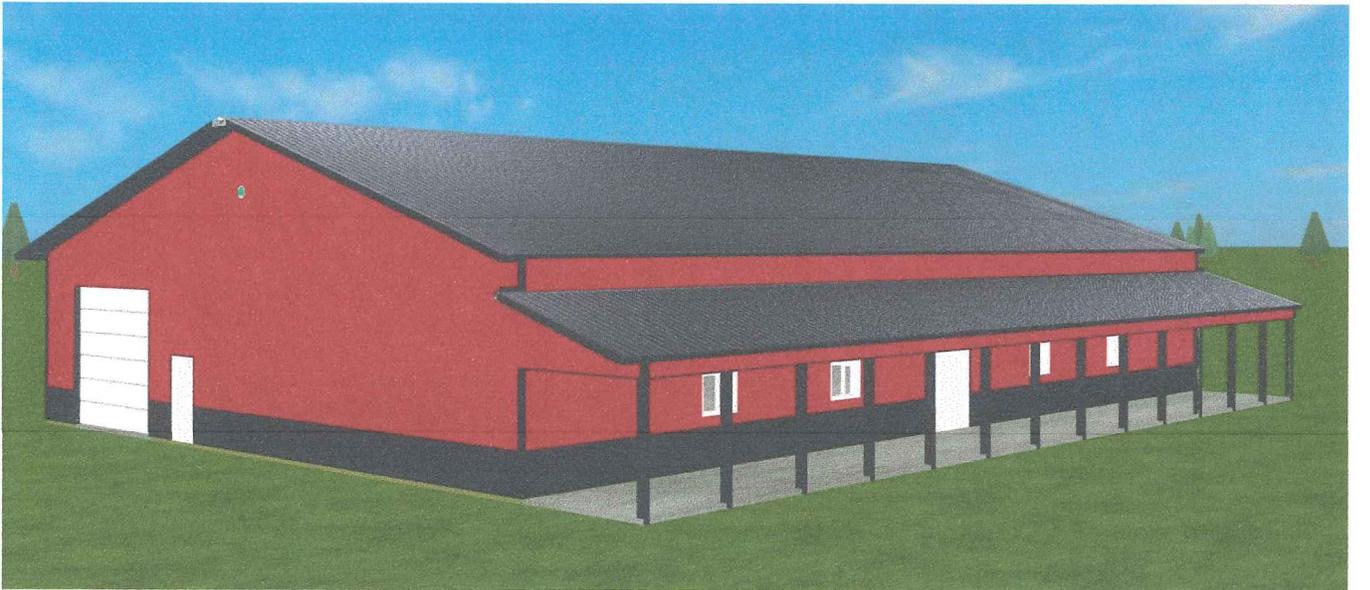


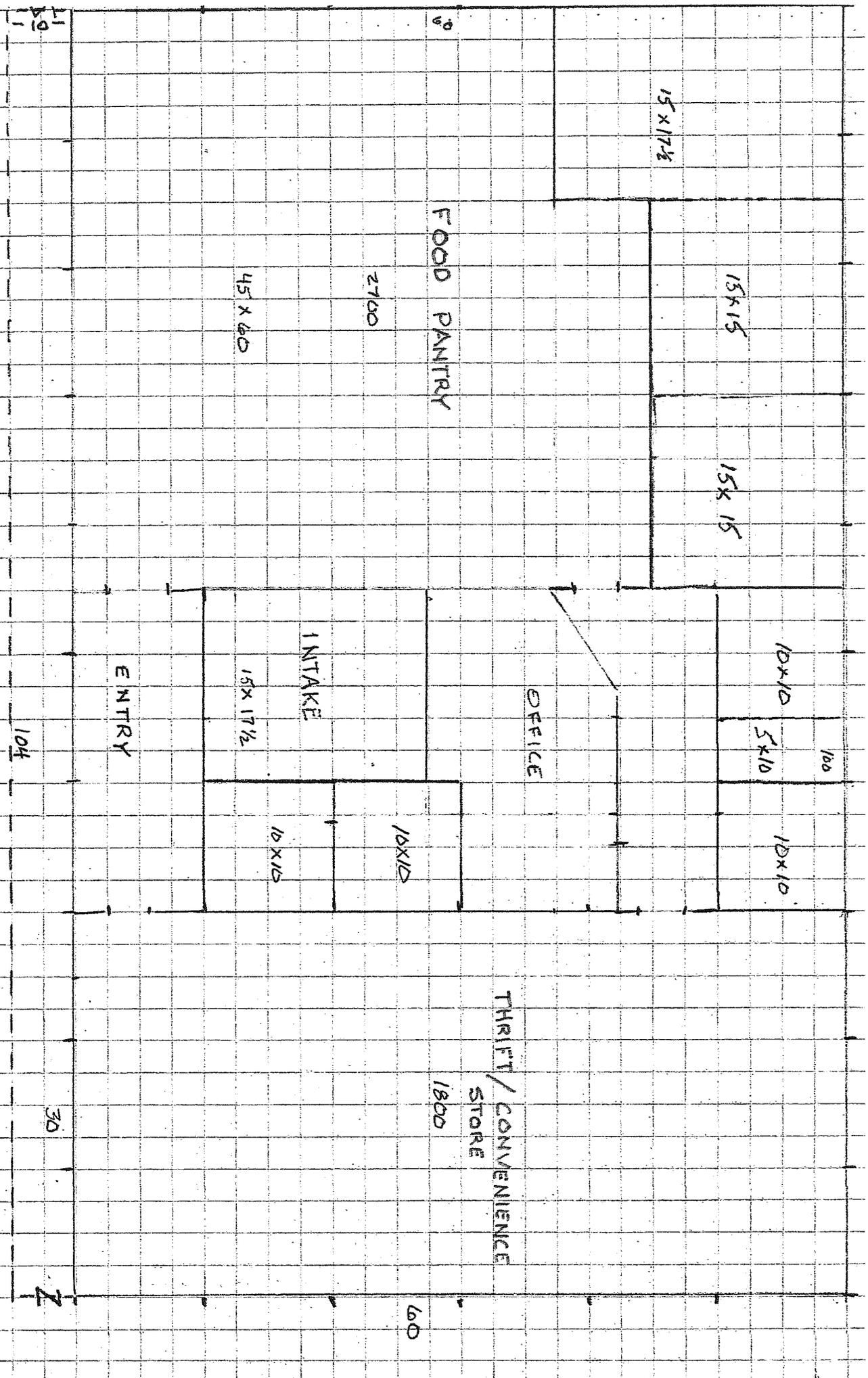
ZONING DISTRICTS

- R-1 MIXED RESIDENTIAL
- R-2 MULTI-FAMILY RESIDENTIAL
- HIGH DENSITY RESIDENTIAL
- DUPLEX RESIDENTIAL
- SINGLE FAMILY RESIDENTIAL
- EXECUTIVE RESIDENTIAL
- C-1 CENTRAL COMMERCIAL
- C-2 HIGHWAY COMMERCIAL
- I-1 LIGHT INDUSTRIAL
- I-2 HEAVY INDUSTRIAL
- I-3 MIXED INDUSTRIAL COMMERCIAL
- PUD PLANNED UNIT DEVELOPMENT
- A 2 AGRICULTURAL



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* OVERALL DIMENSIONS PROPOSED IS 104 FEET BY 60 FEET WITH A 10 FOOT COVERED PORCH.
 * INSIDE ROOM DIMENSIONS ARE APPROXIMATE.

City of Prescott, WI
Thursday, September 15, 2016

Chapter 635. Zoning

Article III. Zoning Districts

§ 635-18. Multifamily Residential District R-2 (MF).

- A. Purpose. The Multifamily Residential District is intended to provide a quiet, pleasant living area, protected from traffic, congestion and incompatible land uses. This district is located in areas presently served or readily serviceable by public water and/or sewer. For this district, compact development near existing residential areas is encouraged.
- B. Principal permitted uses.
 - (1) Duplexes.
 - (2) Neighborhood park or playground.
 - (3) Principal permitted uses as allowed under R-1 Mixed Residential District.
- C. Accessory uses.
 - (1) Private garage and accessory building.
 - (2) Essential services.
- D. Conditional uses.
 - (1) Professional home offices, home occupations.
 - (2) Structures or alteration of natural terrain on slopes of 20% or greater.
 - (3) Bed-and-breakfast establishments.
[Added 5-29-2012 by Ord. No. 08-12]
- E. Special uses.
 - (1) Churches, schools, libraries, hospitals, community centers, cemeteries.
 - (2) Municipal buildings.
 - (3) Day-care centers, nursing homes, community-based residential facilities.
 - (4) Public utility structures, provided they are enclosed in an eight-foot or higher protection fence.
- F. Prohibited uses. All uses not specifically permitted.
- G. Minimum lot area.

- (1) Single-family dwelling: 8,500 square feet.
- (2) Two-family dwelling: 10,000 square feet.
- H. Minimum lot width: 100 feet.
- I. Minimum dwelling width: 22 feet.
- J. Minimum yards.
[Amended 5-29-2012 by Ord. No. 08-12; 3-11-2013 by Ord. No. 02-13]
 - (1) Front: 25 feet from public right-of-way.
 - (2) Rear: 25 feet to lot line.
 - (a) Principal structure: 25 feet to lot line.
 - (b) Accessory structure: See § 635-84(a.1).
 - (3) Side.
 - (a) Principal structure: 10 feet, except for lots platted prior to January 1, 1962, where side yards shall be a minimum of six feet.
- K. Maximum building height: 35 feet.
- L. Minimum dwelling size: 575 square feet.
- M. Maximum lot coverage. No more than 60% of the lot may be covered by structures.
- N. Percent slope. No structure or alteration of natural terrain shall be permitted on slopes of 20% or greater, except as a conditional use.
- O. Parking and loading requirements. See Article **VI**.
- P. Performance standards. All uses of land, water and structures in this district must also comply with Article **VIII**.
- Q. Modifications. Requirements stipulated above may be modified in accordance with § **635-11**.

City of Prescott Bicycle/Pedestrian Plan 2016



City of Hudson, WI
Wednesday, September 28, 2016

Chapter 235. Vehicles and Traffic

Article II. Municipal Parking System

§ 235-13. Purpose.

A municipal parking system is created to assure equitable use of street and off-street parking spaces; to provide funds for the acquisition, capital improvement and equipment of off-street lots for parking; and to acquire, install and maintain coin-operated parking meters.

§ 235-14. Operation as public utility; establishment of funds.

[Amended 5-3-2010 by Ord. No. 6-10]

The parking system shall be operated as a public utility, with its income and disbursements kept separately from other City income and disbursements. There shall be two funds established, as provided below:

- A. Parking Utility Fund. One fund shall be called the Parking Utility Fund, into which shall be deposited all parking meter receipts, forfeitures, penalty fees, and bail payments and forfeitures as provided in § 235-33. Uses of said fund shall be as provided in §§ 235-31 and 235-33.
- B. Parking Improvement Fund. A separate fund shall be established, called the Parking Improvement Fund. All fees in lieu of parking spaces collected under Hudson City Code § 255-48H(3)(s)(1) shall be placed in the Parking Improvement Fund, to be used as follows:
 - (1) Eligible uses of the Parking Improvement Fund. The City Council may authorize expenditures from the Parking Improvement Fund only for the acquisition and/or development of off-street parking and related facilities, which the Council determines address the demand for parking within areas zoned B-3 Central Business District. Eligible expenditures include, but are not limited to, the expenses listed below. Payment can be made for expenses incurred by the City, or to a third party who has incurred these expenses under a cooperative construction agreement approved by the Council:
 - (a) Property acquisition (whether by lease or purchase) and related expenses such as legal and closing costs; the property may or may not have parking improvements already on it.
 - (b) Demolition and site preparation expenses; in cases where there are structures, contaminated or unstable soils that must be removed from the site before constructing parking facilities.

- (c) Engineering expenses, including the cost of designing parking improvements.
 - (d) Construction expenses, including paving, curb, landscaping, signage, stormwater improvements to the extent that they specifically relate to the parking lot improvements, and permit fees.
 - (e) Lighting expenses, whether undertaken as part of a larger improvement project or independently.
 - (f) Fiscal expenses, including the cost of issuing bonds, financial advisor and interest expense associated with financing improvements or internally from negative fund balances.
 - (g) Legal and auditing expenses, whether incurred as a result of specific parking improvements or for general administration of the Parking Improvement Fund.
 - (h) Other similar types of expenses that advance the purpose of the Parking Improvement Fund, which is to pay capital expenses related to providing off-street parking in the area zoned B-3 Central Business District in the City of Hudson.
- (2) Ineligible uses of the Parking Improvement Fund. The following expenditures are not eligible uses of the Parking Improvement Fund. Generally, the Fund shall not be used for maintenance or operational expenses, unless as a payment to a third party in exchange for public use rights to that parking.
- (a) Snow removal expenses shall not be eligible because these are considered maintenance expenses.
 - (b) Striping expenses shall not be eligible unless such work is associated with other eligible improvement expenses, such as at the time of making the initial parking lot improvements.
 - (c) Insurance expenses shall not be eligible, as they are seen as part of the ongoing operational cost of maintaining a parking facility.
 - (d) On-street parking improvement expenses shall not be eligible for funding through the fund, even though these spaces serve to address the demand for parking.

persons allowed within the maximum occupancy load as established by the State Building Code.

- (h) Furniture and appliance, household equipment, repair shops, plumbing showrooms, interior decorators, electricians or similar uses: one for each 800 square feet of gross leasable floor area. For that floor area used in processing, one additional space shall be provided for each two persons employed therein.
- (i) Gasoline service stations (with car wash facilities): two for each lubrication stall or rack and one for each gasoline pump, plus the space required for auto wash facilities in Subsection **H(3)(b)** and **(c)** of this section.
- (j) Gasoline service stations (without car wash facilities): two for each lubrication stall, rack or pit and one for each gasoline pump.
- (k) Self-service gasoline stations: one for each gasoline pump.
- (l) Laundromats and coin-operated dry cleaners: one for each three washing and/or dry-cleaning machines.
- (m) Mortuary establishments: one for each 50 square feet of usable floor space for public usage.
- (n) Motel, hotel or other commercial lodging establishments: one for each one occupancy unit plus one for each one employee during a maximum shift.
- (o) Motor vehicle sales and service establishments: one for each 200 square feet of gross usable floor space of the sales room and one for each service bay.
- (p) Nursery schools, day nurseries or child-care centers: one for each 350 square feet of usable floor space.
- (q) Retail stores except as otherwise specified herein: one for each 200 square feet of gross leasable or usable floor space.
- (r) Required off-street parking for mixed-use developments located in the B-3 Central Business District shall be determined by the Urban Land Institute's 2005 Shared Parking publication. An annual evaluation of the status of the existing planned uses shall be conducted to determine if the continued use of the property remains in conformance with the required shared off-street parking quantities.
- (s) All parcels in the B-3 Central Business District shall be exempt from the provision of off-street parking for the first 6,000 square feet of building area.

[1] A payment of a per-stall fee in lieu of providing off-street parking space may be accepted as an alternative to providing off-street parking under this section.

[a] Findings and purpose of payment in lieu of providing off-street parking spaces.

[i] The Common Council desires to allow developers of properties in the B-3 Central Business District to pay fees into a municipal Parking Improvement Fund in lieu of providing the on site off-street parking spaces required under Hudson City Code § **255-48H(3)(s)**. As used in this section, the term "public parking" does not refer only to parking spaces that are publicly owned and maintained, but it also may include privately owned parking spaces that have been set aside for public use, by lease or some other type of agreement. The fees can then be used to provide public parking that is strategically located according to need and

availability. By consolidating parking in centralized public lots or structures, and allowing developers an alternative to providing parking on site, payment of a fee in lieu of parking space system can encourage in-fill development and redevelopment in the Central B-3 Business District, by addressing the parking needs of the area as a whole, rather than the needs of each individual site.

- [ii] Payment of fees in lieu of providing parking spaces gives developers an alternative to providing rigid, minimum off-street parking spaces, in cases where providing the spaces would be unreasonably difficult or expensive, and allows the City to encourage new development and redevelopment in the Central B-3 Business District.
- [b] Declarations regarding fees in lieu of providing off-street parking space.
- [i] A party paying a fee in lieu of parking will have no right of ownership in or exclusive use of a parking space for which fees in lieu of parking have been used to acquire, construct, lease or otherwise improve the parking space.
 - [ii] There is no guarantee that the City will build a parking space at any particular time, or that it will build it in a location that will be of advantage to the party paying the fee in lieu of providing off-street parking space.
- [c] Parking Improvement Fund. All fees paid in accordance with this section shall be deposited into a separate account known as the Parking Improvement Fund, with the monies expended only in accordance with this section and Hudson City Code Chapter **235**.
- [d] Payment in lieu of parking fees should be linked to an index of construction, but should be reviewed and updated periodically, so that inflation and changing conditions can be taken into account. The Engineering News and Record (ENR) index shall serve as a general guide as to changes in the cost of construction. Because including actual land costs in the fees are likely to make the fees exorbitant, the Common Council may consider market and economic conditions and development costs with regard to the extent to which land cost is included in the fee in lieu of parking fee, so that the fee correlates to parking space construction costs, but does not become so burdensome as to discourage development.
- [e] Fee schedule. The fee in lieu of parking shall be \$2,500 per stall required under the Hudson City Code § **255-48H**.
- [f] Criteria and procedure for allowing payment of a fee in lieu of providing parking space. Payment of a fee in lieu of parking space shall be permitted only in cases where the City Council deems that there is sufficient hardship upon the property owner for creating all of the required on-site off-street parking; or in cases where the Council determines that payment of the fee rather than providing the required off-street parking space will be significantly more beneficial for the community and/or the specific neighborhood.
- [i] Request initiated. A fee in lieu of parking shall be initiated only by a written request of the property owner on a form provided by the City.
 - [ii]

Plan Commission review. All requests for a fee in lieu of parking shall first be referred to the Plan Commission for review and recommendation to the Common Council.

- [iii] Districts permitted. The payment of a fee in lieu of parking shall be available only to properties that are zoned as B-3, Central Business District, on the City of Hudson Zoning Map.
- [iv] Payment due. A fee in lieu of parking must be paid in full prior to issuance of any permit for the project for which the fee in lieu of the parking requirement is sought.
- [v] Fees assessed. The property owner may petition the Common Council to have the fee assessed against the property that is the subject of the proposed project or development. The Common Council shall have the authority to apply interest and administrative charges to the amount of the assessment, at a rate consistent with the rates of interest and the administrative fee that would be customary for special assessments at that time. Interest and administrative charges shall begin to accrue from the date that a permit is issued for the proposed project. Assessments for payment of a fee for payment in lieu of required off-street parking may be approved by the Common Council on the following schedule:
 - [A] Three years for payments of up to \$5,000.
 - [B] Five years for payments of \$5,001 to \$7,500.
 - [C] Eight years for payments of over \$7,500.
- [g] Targeting areas to receive monies from the Parking Improvement Fund. The City shall develop parking with public use rights in a way that optimizes efficiency, convenience, aesthetics, environmental sensitivity, and benefit to the community. To maximize the benefit of the Parking Improvement Fund, the city shall proactively prepare and maintain physical and financial plans for the development of public parking facilities. This will allow the city to acquire property or participate in cooperative construction projects as opportunities arise, rather than in response to a critical need. In determining the blocks or areas that will be targeted for projects involving the Fund, the City will consider the following factors:
 - [i] The Parking Improvement Fund shall be used only to provide/develop parking in areas zoned B-3 Central Business District, with priority given within that district to areas that have the greatest need for additional parking.
 - [ii] Maximized use. Where consistent with other planning objectives, the City shall encourage the creation of public parking facilities in areas where they are likely to be used throughout the entire day and week.
 - [iii] Available opportunity. The City Council's decision may be influenced by the order in which opportunities arise. For instance, the Council may elect to undertake a project on a block that does not have the greatest need for parking because an opportunity has arisen to create parking on that block, where no opportunity exists on a block of higher priority.

[iv]

Partnership arrangements. The City Council shall seek to create parking for the public first through cooperative arrangements with another party; and create municipal parking lots only as a last resort.

- (4) Offices.
 - (a) Banks: one for each 100 square feet of usable floor space, exclusive of heating and mechanical equipment.
 - (b) Business offices or professional offices except as indicated in the following Subsection **H (4)(c)**: one for each 200 square feet of usable floor space, exclusive of heating and mechanical equipment.
 - (c) Professional offices of doctors, dentists or similar professions: one for each 50 square feet of usable floor area in waiting rooms and one for each examining room, dental chair or similar use area.
- (5) Industrial uses.
 - (a) Industrial or research establishments and related accessory offices: five plus one for every 1 1/2 employees in the largest working shift. Space on site shall also be provided for all construction workers during periods of plant construction.
 - (b) Warehouses and wholesale establishments and related accessory offices: five plus one for every one employee in the largest working shift.
- (6) Those uses not specifically noted in this chapter: to be decided by the Plan Commission.