TOWN OF GREENVILLE
PLANNING COMMISSION
REGULAR MEETING AGENDA

DATE: Monday, September 25, 2017
TIME: 5:30 PM
LOCATION: Greenville Town Hall, W6860 Parkview Drive, Greenville, WI 54942

Agenda

1. CALL TO ORDER
2. POSTING OF AGENDA/APPROVAL OF AGENDA AND MEETING MINUTES
    a. Approve Planning Commission Meeting Minutes from August 28, 2017.
3. NEW BUSINESS
    a. Public hearing and possible approval of Certified Survey Map. Ryan & Heidi McNichols, N2426 Greendale Rd, Parcel 110020101.
    b. Review and possible adoption of Resolution #12-17 recommending denial of a Special Exception Use Permit application seeking to construct a billboard/monument off-premises sign in the General Commercial and Gateway zoning districts submitted by Martin Nikodem/Lamar Advertising of Green Bay, N2036 Greenville Dr, Parcel 110027201.
    c. Review and possible approval of Site Plan application for Diamond Water, N1022 Quality Dr, Parcel 110204100.
    d. Discussion and possible action on ECWRPC proposal for assistance with preparation of 2040 Comprehensive Plan update including the development of a Bike/Pedestrian plan.
    e. Discussion on proposal for ordinance amendment from United Coop.
    f. Discussion on proposal for ordinance amendment from YMCA.
4. TOWN CHAIRMAN/DIRECTOR of COMMUNITY and ECONOMIC DEVELOPMENT UPDATE: Planning Updates: TID #1, Well #5, Sign Review Committee progress, College Avenue Upgrade Meetings, Old Business.
5. ADJOURNMENT

Wendy Helgeson, Town Clerk
Dated/Posted: September 21, 2017

Agenda posted at Greenville Town Hall, Greenville Post Office and Town Website (www.townofgreenville.com). This is a public meeting. As such, a quorum of the Town Board, Park Commission, Board of Appeals, or Greenville Facility Committee may be in attendance. However, the only business to be conducted is for the Planning Commission.

TOWN OF GREENVILLE
PLANNING COMMISSION
REGULAR MEETING MINUTES

DATE: Monday, August 28, 2017
TIME: 5:30 PM
LOCATION: Greenville Town Hall, W6860 Parkview Drive, Greenville, WI 54942

Agenda

1. CALL TO ORDER
   Present: Jim Ecker, Greg Kippenhan, Ken Zilisch, Andy Peters, Leanne Meidam-Wincentsen, Jim Cotter, Jack Anderson
2. POSTING OF AGENDA/APPROVAL OF AGENDA AND MEETING MINUTES
   a. Approve Planning Commission Meeting Minutes from July 24, 2017.
      Motion to approve agenda made by Jim Cotter, Andy Peters second. Motion carried 7-0. Motion to approve the meeting minutes from July 24, 2017 made by Andy Peters, Ken Zilisch second. Motion carried 7-0.
3. NEW BUSINESS
   a. Public hearing and possible approval of Special Exception Use Permit application to allow construction of a billboard/monument off-premises sign in the General Commercial and Gateway zoning districts. Martin Nikodem/Lamar Advertising of Green Bay, N2036 Greenville Dr, Parcel 110027201.
      Renee St. Laurent, 1800 Scheuring Rd. DePere; available to answer questions regarding the project. Jack Anderson made a motion to close the public hearing, Leanne Meidam-Wincentsen second. Motion carried 7-0. Ken Zilisch reported on safety concerns of digital signs and Highway 15. Ms. St. Laurent stated that the sign will be on 24/7, dimming at dusk and will change static advertisements 6-8 times per minute, there will be no animated graphics. Jack Anderson made a motion to table the item until the Gateway Overlay District ordinance amendments can be reviewed and a sign committee can be established, Jim Cotter second. Leanne wanted to note that she feels a digital sign is a safety hazard due to distraction. Motion carried 7-0.
   b. Public hearing and possible approval of Special Exception Use permit application to allow construction of storage buildings in an agriculture zoned district. Stor-It, WI, N2246 Greenville Dr., Parcel 110018700.
      Cory VanEvenHoven, N179 Marion Avenue, Appleton; Mike Holewinski, N1178 Roena Lane Hortonville; Jesse Hall, Keller Inc.; available to answer questions regarding the project. Ther are two Stor-it facilities in North Appleton and two in Neenah. Steven Bergman, lives to the North of this property and was not able to attend, but wrote a letter opposing the project. Motion to close the public hearing was made by Leanne Meidam-Wincentesen, Greg Kippenhan second. Motion carried 7-0. Motion to deny the special use permit application based upon the location on a major thoroughfare and concern with the current amount of sites within the Town made by Greg Kippenhan, Andy Peters second. Motion carried 7-0.
   c. Review and possible approval of Site Plan application for Corcoran Storage Building, N1000 Craftsmen Dr, Parcel 110239800.

ALL MINUTES ARE CONSIDERED DRAFT UNTIL APPROVED AT THE NEXT MEETING.

Kevin Winkler, SMA Construction; available to answer questions regarding the project. Chris Pagels noted that because this project is under 5,000 sq. ft., they do not have to make changes to the stormwater dry detention pond. If they add on in the future, that may change. An updated impervious surface total is needed for the project. Motion to approve the site plan made by Leanne Meidam-Wincentsen, Jim Cotter second. Motion carried 7-0.

d. Review and possible approval of a minor change to a Special Exception Use Permit to allow for sales of campers/RV's for Martin Nikodem, N2036 Greenville Dr, Parcel 110027201.
Marty Nikodem would like to add to the previously approved special use from 2012 so he can sell 1-4 RV's along with cars. He would also follow the landscaping requirements that were put in place by ordinance and the previous special use which was not completed in 2012. Motion to table this item until the past special exception requirements are met and Marty Nikodem is available to answer questions made by Leanne Meidam-Wincentsen, Jim Cotter second. Motion carried 7-0.

e. Review and discussion of proposed amendments to Gateway Overlay District Ordinance.
320-168 & 320-169 - extending to cover all major corridors in the Town; Leanne would like to add College Ave to this list, Jim Ecker and Jack Anderson support that; Hwy CB needs to be reviewed due to the business park. They would like to see maps showing what 500-1000-1300-1500 ft looks like, highlighting areas of concern. Joel Gregozeski feels they need to clarify if the parcels need to directly abut the Hwy's or not.
320-175(B) - Remove E or F, they are copies. A sign committee needs to be established to review these items.
320-176 - Leanne would like to add that landscaping needs to be maintained. The amount devoted to landscaping (C) needs to be looked at. Leanne would like to see some of the landscaping requirements on a map to see the sizes.
320-177 - (K) signatures will not be given until all required changes are made. (O) this needs to be compared to the state regulations.
320-179 - (A) chain-link fences might be needed in some instances. (B) semi-trailers / containers needs to be clarified. Construction storage containers should be able to exist for the duration of the construction project or fireworks trailer.
Article XXIII: Gateway Overlay District - Additions to existing facilities, should be included in the amendment, the heritage overlay ordinance has a paragraph that may be useful. Some of these items may be better within different zoning sections, special details for the gateway district only in this amendment. Jack would like these changes made by October and no later than November. There are a couple items that may be changed immediately, giving more time to amend the whole code.

4. <u>TOWN CHAIRMAN/DIRECTOR of COMMUNITY and ECONOMIC DEVELOPMENT UPDATE</u>
-Dave shared his Strategic Foresight training with the Commission. The trainer may work with us on our Comprehensive Plan update next year.
-First phase of Fox Highlands should be ready to build Sept 5th.
-A Sign Committee will be established. Ken Zilish, Leanne Meidam-Wincentsen, Jim

Cotter, Dave Tebo and Mark Strobel may be on the committee.
-We are still waiting on the DNR to approve the stream restoration plan submitted. We do have a meeting this week to review the wetland delineation on the site. Planned Sept 11th presentation on the project and site.

5. ADJOURNMENT
Motion to adjourn made by Jack Anderson, second by Jim Cotter. Motion carried 7-0, meeting adjourned at 7:05pm.

ALL MINUTES ARE CONSIDERED DRAFT UNTIL APPROVED AT THE NEXT MEETING.

TOWN OF GREENVILLE STAFF REVIEW
CERTIFIED SURVEY MAP

Date: September 14, 2017

Applicant: Ryan and Heidi McNichols
Location: N2426 Greendale Rd, parcel #110020101

Applicant: *All requirements set forth below, including citizen participation summary, must be updated/changed and resubmitted to the Town no later than the* ***Wednesday prior to the Planning Commission meeting date.*** *If unable to accommodate, the project will be pushed to the next month's agenda.*

1. **Current and proposed zoning:** General Agriculture
2. **Inside or Outside our Planning Area:** Outside
3. **Inside or Outside Overlay Districts:** Outside
4. **Is there any conflict with the Greenprint plan?** No
5. **Are there any existing buildings on the property?** House on parent parcel, none on applied certified survey map.
6. **Right to Farm statement**: Shown
7. **Arsenic Statement:** Shown
8. **Drain Tile Statement:** Shown
9. **Land Division Policy:** Shown
10. **County Review Completed?** Yes, "Appears compliant with County Subdivision Ordinance. Steven P. Swanson"
11. **Woodland:** Wooded, farmed and prairie
12. **Wetland Setback Review:** No wetlands
13. **High Groundwater:** No
14. **Is the lot size correct for the zoning?** Yes
15. **Is a cluster mailbox area needed?** No
16. **Collector road – is an additional 7' needed?** No
17. **Driveway placement – is it per policy?** Yes
18. **Tree Fee:** No
19. **Residential Parkland Dedication Fee:** $682.00, due at time of building permit.
20. **Public Participation Meeting Date/Time:** Informational letter sent 9/6/2017
21. **Right Of Way Analysis:** N/A
22. **Easements listed and approved?** Text note needs to be added to CSM: **Future Easement Requirement:** At such time Lot 2 CSM 6620 is divided an easement may be required on the proposed Lot 1 to accommodate drainage.
23. **Any additional fees?** *(Real Estate Taxes, Deferred Special Assessments, Any charges over and above the escrowed amount for engineering, inspection, legals, etc.)* No

Analysis

- Please provide CSM 6620, including a sketch of the proposed Lot 1, to help the Planning Commission understand the broader land context of this lot division.

Recommendation: If the information required in this staff review is received in time for inclusion in the Planning Commission packet, Town staff is recommending that the Commission consider a motion to approve the proposed CSM: **Motion: To approve the Certified Survey Map submitted by Ryan and Heidi McNichols for a one-acre lot division of CSM 6620 Lot 2 located on Greendale Rd.**

CERTIFIED SURVEY MAP APPLICATION

APPLICATION FEES
☐ Staff Review Only - $200
☒ Planning Comm. / Town Board - $425
($350 application fee and $75 citizen participation fee)
Date Paid: 8/23/17 Receipt #: 17-487
Paid by Whom: McNichols

Project Title: HEIDI MCNICHOLS 1 ACRE PARCEL
Site Address(s): CURRENT IS N2426 GREENDALE RD. NEW SITE ADDRESS TBD
Parcel #(s): PART OF 110020101

Applicant: HEIDI MCNICHOLS
Mailing Address: N2426 GREENDALE ROAD
City: GREENVILLE State: WI Zip: 54944
Phone: 920-858-5648 Fax:
Email Address: HEIDI.MCNICHOLS@GMAIL.COM

Property Owner: PAT & DAWN MCNICHOLS
Mailing Address: N2426 GREENDALE RD.
City: GREENVILLE State: WI Zip: 54944
Phone: 920-858-9638 Fax:
Email Address:

PROPERTY INFORMATION
Legal Description of Land(s): PART OF LOT 2 CSM 6620, IN PART OF THE NW 1/4 OF THE FRACTIONAL NW 1/4, SEC 6, T21N R16E, TOWN OF GREENVILLE, OUTAGAMIE CO, WI.

Zoning of parcel(s): Proposed Zoning of parcel(s): RESIDENTIAL
Total Parcel(s) Acreage: 1.0
Existing Land Use: RESIDENTIAL, AG

Existing Structures: (include parcel #'s of all current structures) NONE ON PROPOSED 1 ACRE PARCEL

Proposed Land Use: RESIDENTIAL

New Location of all Existing Structures: (include new Lot numbers of all current structures)

Continued →

Water Service: ☐ Public Water ☒ Well
Sewer Service: ☐ Public Sewer ☒ Septic

Details of why CSM is required for this project/parcel: (include any Ordinances that maybe affected/included)
TO CREATE 1 ACRE PARCEL TO BUILD NEW RESIDENCE

Critical Areas: *(check all that apply)*

☐ Floodplain
☐ Easements
☐ Pond/Lake
☐ Steep Slopes
☐ Drainage/Stream
☐ Historic
☐ Cemetery
☐ Other: _____

I/We certify that all of the information presented by me/us in this application and site plan is accurate to the best of my/our knowledge, information, and belief. APPLICATIONS WILL NOT BE ACCEPTED WITHOUT THE SIGNATURE OF THE PROPERTY OWNER.

Dawn McMichon 8-22-17

8/22/17
Applicant's Signature Date

8/22/2017
Property Owner's Signature Date

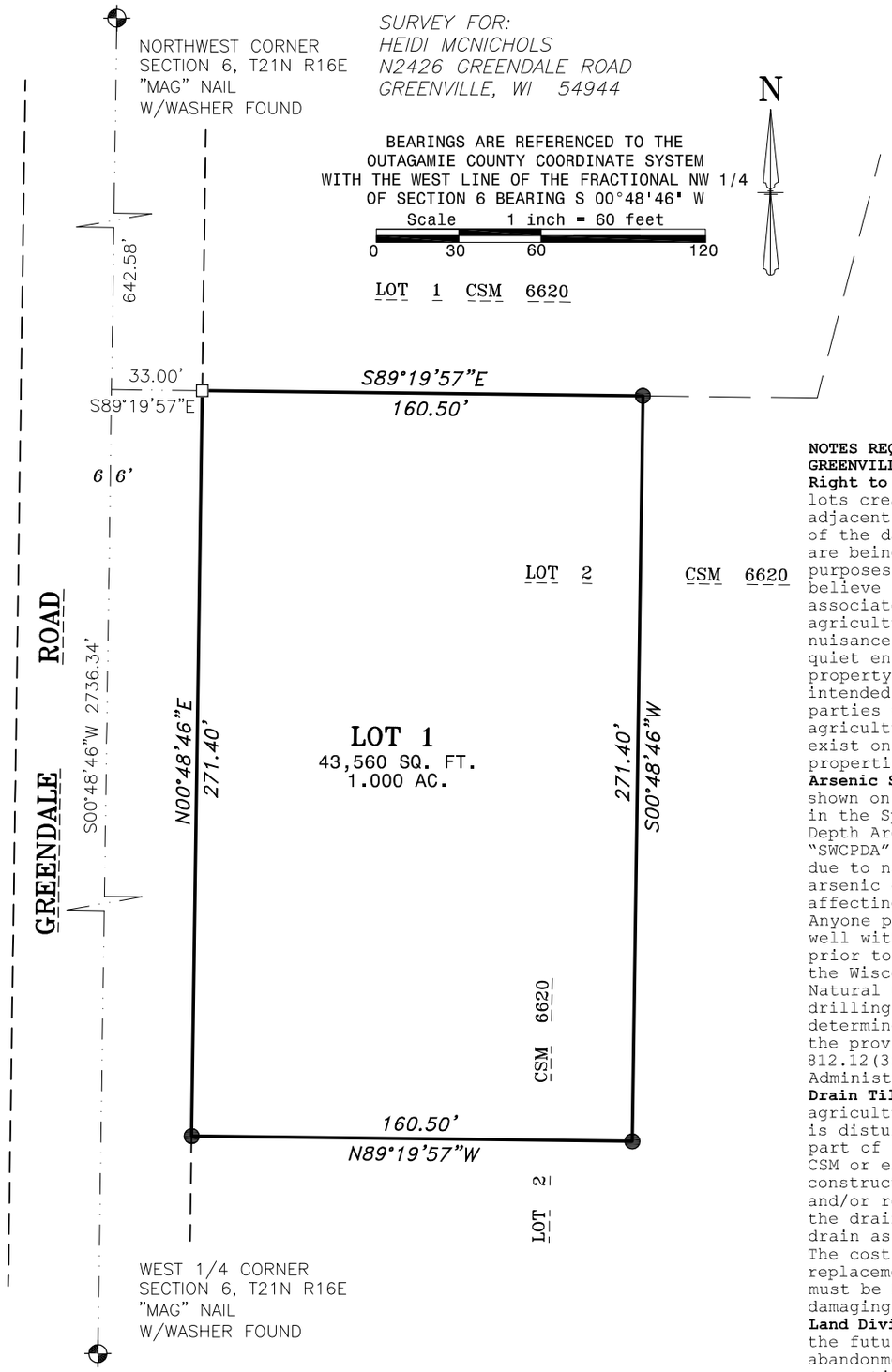
Heidi 8/22/2017

Office Use Only
Staff Review Only? Yes / No Approval Date:_____
Planning Commission Date(s):_____ Approval Date:_____
Town Board Date(s):_____ Approval Date:_____
Notes:_____

Town of Greenville • P.O. Box 60 • W6860 Parkview Dr • Greenville, WI 54942
Phone: (920) 757-5151 • Fax: (920) 757-6342

CERTIFIED SURVEY MAP_____

PART OF LOT 2 OF CERTIFIED SURVEY MAP 6620, LOCATED IN PART OF THE NORTHWEST 1/4 OF THE FRACTIONAL NORTHWEST 1/4, IN SECTION 6, TOWNSHIP 21 NORTH, RANGE 16 EAST, TOWN OF GREENVILLE, OUTAGAMIE COUNTY, WISCONSIN.



NOTES REQUESTED PER THE TOWN OF GREENVILLE

Right to Farm statement: The lots created on this map are adjacent to properties that, as of the date of this document, are being used for agricultural purposes. Some individuals believe that the activities associated with the agricultural use constitute a nuisance or conflict with the quiet enjoyment of their property. This statement is intended to provide third parties with notice that agricultural activities may exist on the adjacent properties.

Arsenic Statement: The lot(s) shown on this map are located in the Special Well Casing Pipe Depth Area ("SWCPDA"). The "SWCPDA" has been established due to naturally occurring arsenic contamination problems affecting wells in this area. Anyone planning on drilling a well within the "SWCPDA" shall, prior to any drilling, consult the Wisconsin Department of Natural Resources, or a drilling professional, to determine how to comply with the provisions of s. NR 812.12(3) of the Wisconsin Administrative code.

Drain Tile Statement: Any agricultural drain tile which is disturbed, cut or broken as part of the development of the CSM or excavation for construction must be repaired and/or relocated to allow for the drain tile to continue to drain as originally designed. The cost of repair and/or replacement of the drain tile must be borne by the party damaging the drain tile.

Land Division Policy: The Town in the future may require the abandonment of an on-site well or septic when public utilities become available and financing of public sewer/water once it is determined to be a need.

Future Easement Requirement: At such time Lot 2 CSM 6620 is divided an easement may be required on the proposed Lot 1 to accommodate drainage.

FOX VALLEY LAND SURVEYING
2909 W TILLMAN ST.
APPLETON, WI 54914
(920) 410-3379
(920) 474-5025
mail@foxvalleylandsurveying.com
foxvalleylandsurveying.com

PROJECT NO. 211606-3
SHEET 1 OF 2

LEGEND

- ● 3/4" SOLID ROUND REBAR SET - 18" LONG, WEIGHING 1.502 LBS./LIN. FT.
- □ 1-1/4" O.D. IRON PIPE FOUND
- ⌖ GOVERNMENT CORNER
- ( ) RECORDED AS

CERTIFIED SURVEY MAP _____

Part of Lot 2 of Certified Survey Map 6620, located in part of the Northwest ¼ of the Fractional Northwest ¼, in Section 6, Township 21 North, Range 16 East, Town of Greenville, Outagamie County, Wisconsin.

SURVEYOR'S CERTIFICATE:

I, Andrew J. Shie, Professional Land Surveyor, hereby certify that I have surveyed, divided and mapped, at the direction of Heidi McNichols, part of Lot 2 of Certified Survey Map 6620, located in part of the Northwest ¼ of the Fractional Northwest ¼, in Section 6, Township 21 North, Range 16 East, Town of Greenville, Outagamie County, Wisconsin, described as follows:

Commencing at the Northwest corner of said Section 6; thence South 00 degrees 48 minutes 46 seconds West 642.58 feet, along the West line of the Fractional Northwest ¼ of said Section 6; thence South 89 degrees 19 minutes 57 seconds East 33.00 feet, to the point of beginning; thence South 89 degrees 19 minutes 57 seconds East 160.50 feet, along the South line of Lot 1 of Certified Survey Map 6620; thence South 00 degrees 48 minutes 46 seconds West 271.40 feet; thence North 89 degrees 19 minutes 57 seconds West 160.50 feet; thence North 00 degrees 48 minutes 46 seconds East 271.40 feet, along the East right-of-way line of Greendale Road, to the point of beginning.

I have fully complied with Chapter 236.34 and A-E7 of the Wisconsin Statutes, the Subdivision Ordinances of Outagamie County and the Town of Greenville in surveying, dividing, and mapping the above described property. This certified survey map is a correct representation of the exterior boundaries of the lands surveyed and the division thereof.

_____

Andrew J. Shie, WI. Land Surveyor, S-2504 Date

OUTAGAMIE COUNTY APPROVAL

This Certified Survey Map was reviewed and approved by the Outagamie County Development and Land Services.

_____

David Johnson Date
Assistant Planning Director

TOWN BOARD APPROVAL

I hereby certify that the Town of Greenville has approved this certified survey map.

_____ _____

Town Chairman Date Town Clerk Date

OWNERS, DOCUMENTS, AND TAX PARCEL NUMBERS AT THE TIME OF THIS CERTIFIED SURVEY MAP.

Owner(s)	Document(s)	Tax Parcel Number(s)
Patrick & Dawn McNichols	J. 5132 I. 31 1981571	110020101 (Part)

Page 6620 (Two Pages)

Document Number 1981236 filed this 9th day of April, 2013 at 9:35 AM in Volume 39 of Certified Survey Maps on page 6620 being Certified Survey Map Number 6620. $30.00

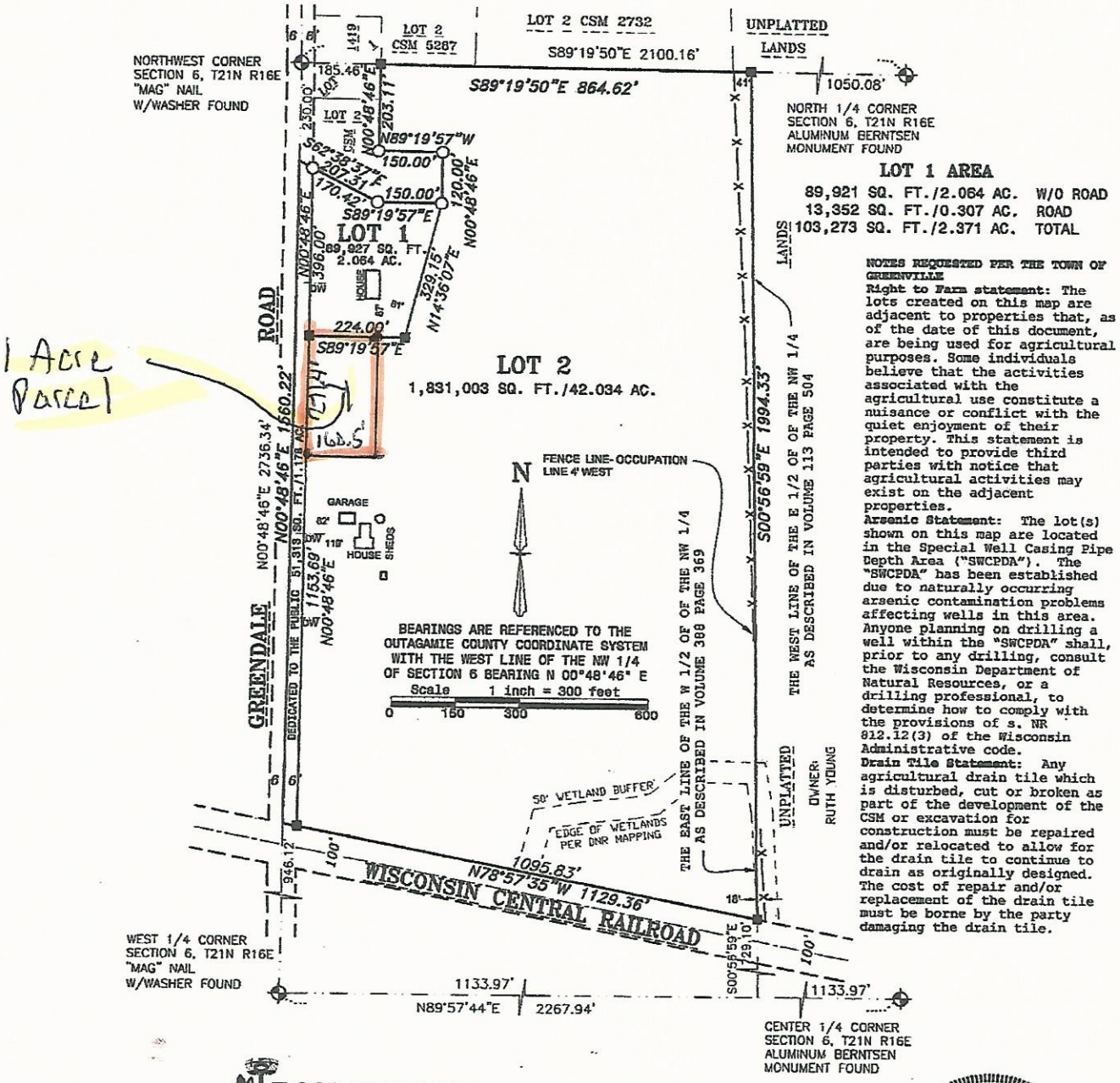
Sarah R. Van Camp

Sarah R. Van Camp, Register of Deeds (2)

CERTIFIED SURVEY MAP 6620

PART OF THE WEST 1/2 OF THE FRACTIONAL NORTHWEST 1/4 OF SECTION 6, TOWNSHIP 21 NORTH, RANGE 16 EAST, TOWN OF GREENVILLE, OUTAGAMIE COUNTY, WISCONSIN.

SURVEY FOR:
PAT MCNICHOLS
N2426 GREENDALE ROAD
GREENVILLE, WI 54944



LOT 1 AREA

89,921 SQ. FT./2.064 AC.	W/O ROAD
13,352 SQ. FT./0.307 AC.	ROAD
103,273 SQ. FT./2.371 AC.	TOTAL

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foxvalleylandsurveying.com

PROJECT NO. 211606-1
SHEET 1 OF 2

LEGEND

- ■ 1-1/4" O.D. IRON PIPE SET - 24" LONG, WEIGHING 1.130 LBS./LIN. FT.
- ○ 3/4" REBAR FOUND
- ⊕ GOVERNMENT CORNER
- ×—× FENCE LINE
- ( ) RECORDED AS
- DW EXISTING DRIVEWAY

WISCONSIN
ANDREW J. SHIE
S-2504
BERLIN
WIS.
REGISTERED LAND SURVEYOR

Andrew J. Shie
3/20/2013

PLANNING COMMISSION MEETING
September 25th, 2017
AGENDA ITEM 2(b)

AGENDA ITEM

TO: Greenville Planning Commission

FROM: Dave Tebo, Director of Community and Economic Development

SUBJECT: Review and possible adoption of Resolution #12-17 recommending denial of a Special Exception Use Permit application seeking to construct a billboard/monument off-premises sign in the General Commercial and Gateway Zoning Districts submitted by Marty Nikodem, Lamar Advertising of Green Bay at N2036

APPROVAL PROCESS: The Planning Commission is the first step in the special exception use permit review process. A public hearing was held at the August 25 Planning Commission meeting and based on safety concerns related to distracted driving expressed by members the application was tabled for further review. A subcommittee of Planning Commissioners was formed to study the digital billboard issue safety issue and based on their recommendations the enclosed resolution was created for consideration by the entire Planning Commission. Following a decision by the Planning Commission to either deny or approve the application will be sent to the Town Board who has final say on the issue

If the Planning Commission is in agreement with the resolution for denial being submitted by the subcommittee the proper action would be: **Motion, to adopt Resolution #12-17 recommending denial of the Special Exception Use Permit application submitted by Marty Nikodem and Lamar Advertising of Green Bay and send to the Town Board for final consideration.**

ATTACHMENTS:

- Original Application
- Location Map
- Sign Example
- Resolution

STAFF RECOMMENDATION: Staff recommends denial of the proposed Conditional Use request based on the following reasons:

1. Staff is concerned with the location of the proposed day care. The building is located on a heavily travelled street and in close proximity to a bar. While there are no distance requirements to bars, Staff feels a day care center is not compatible with the surrounding land uses.
2. Parking and vehicular circulation is also a concern given the day care center can take up to 32 kids. Because this use will generate a fair amount of traffic, Staff is concerned about congestion within the parking lot; there are a limited number of stalls at the front of the building, the size of the parking lot is also limited and there is only one access point to the site.

Should the Conditional Use Permit be approved, the following conditions shall be required:

1. Building plans shall be designed by a licensed professional and shall be submitted to the Village and State prior to issuance of a building permit.
2. The applicant must have all necessary licenses to operate the day care center. Copies shall be supplied to the Village.
3. Any part of the fence visible from the right-of-way must be opaque. All fences shall comply with the Village's regulations.
4. Improvements to the front and rear parking areas will be required. All required parking areas shall conform to the Village's standards.
5. The van shall be parked at the rear of the property.
6. A mutual access easement shall be established between the subject property and the lot to the southeast.
7. The Village of Bellevue retains the right to review the Conditional Use Permit and all site conditions on a yearly or complaint basis.

APPLICATION SUBMITTAL DATE: July 2, 2013 (Original Application)

ITEM SUMMARY: The subject property is located at 2778 Manitowoc Road and is zoned B-2-General Business. The 0.809 acre parcel includes a 4,800 square foot multi-tenant building. The proposed day care center would utilize two of the three tenant spaces. In addition, the applicant is proposing a playground area surrounded by a chain link fence behind the building, as well as 7 additional parking spaces.

SURROUNDING ZONING AND LAND USES:

Subject Property:	B-2 – General Business	Multi-tenant building
North	B-2 – General Business	Hot Laps Bar
South	B-2 – General Business	Multi-tenant building
East	Improved Roadway	Manitowoc Road
West	A-2 Agricultural Transition	Undeveloped

PROPOSED CONDITIONAL USE:

Within the B-2 – General Business zoning district day care centers may be permitted as a conditional use. The proposed day care will be occupying two of the three tenant spaces within the building. In addition, a playground area will be provided behind the building and enclosed by a chain link fence. The day care will have up to 32 kids and 7 staff members. The hours of operation will be Monday-Friday from 5 a.m. to 9 p.m.

Seven additional parking spaces will be provided behind the building, adjacent to the playground area. In order to satisfy the parking requirements for the site, these spaces will be necessary. Currently, the drive aisle width of the existing parking lot does not meet the Village's requirement of 24 feet. Between the day care center and the existing tenant, 15 parking spaces will be required. Once in compliance, the existing parking lot will contain 10 parking stalls. With the addition of seven stalls behind the building, the parking requirements would be met.

However, in order to access the parking stalls behind the building, a mutual access easement will need to be established to allow vehicular traffic over and across the adjacent lot. In addition, should the use be approved, improvements to all parking areas will be necessary.

Staff does have concerns with utilizing this site for a day care. While there are no distance requirements or regulations pertaining to bars, staff is concerned with the proximity and feels this is not a compatible use. In addition, with the day care being able to accommodate up to 32 kids, Staff is also concerned with vehicular circulation as it relates to pick-up and drop-off times. Space is limited within the parking lot and only one access point exists on site, potentially creating a fair amount of congestion. Therefore, staff is not in support of this request.

OPPOSITION TO OR SUPPORT OF REQUEST: Staff has not received any comments in support or opposed to this request.

TOWN OF GREENVILLE

PLANNING COMMISSION RESOLUTION

12-17

WHEREAS Lamar Advertising of Green Bay has applied for a special exception permit to allow the construction of an off-premises sign on the Marty Nikodem property at N2036 Greenville Drive (North side of STH 15) in the Town of Greenville;

WHEREAS this off-premises sign is proposed to be a digital billboard with an estimated 90 square foot face that changes frequently, and if approved will be the largest and most active digital display in the Town;

WHEREAS a Public Hearing was held at the August 25th, 2017 Planning Commission meeting where questions were raised by members of the Planning Commission about the possible distraction of this large moving sign and its impacts on driver safety and a decision for denial/approval was tabled;

WHEREAS further Planning Commission research in the field of distracted driving caused by digital billboards especially the February 2016 *Compendium of Recent Research Studies(21 articles and guidelines) on Distraction from Commercial Electronic Message Signs (CEVMS)* prepared by Jerry Wachtel of the Veridian Group revealed **" the common theme clearly indicates the more that commercial digital signs succeed in attracting the attention of motorists that render them a worthwhile investment for owners and advertisers, the more they represent a threat to safety along our busiest streets and highways, where these signs tend to be located. …In addition, the more recent research continues to show that the drivers most susceptible to unsafe levels of distraction from roadside billboards are the young (who are more prone to distraction and less adept at emergency vehicle response) and the elderly (who have more difficulty with rapidly shifting attention, poorer night vision and glare susceptibility, and slower mental processing time)."**

WHEREAS Planning Commission study of the highway safety issues already present on STH 15, between Lily of the Valley and Manley, the general area of this proposed sign location exposed some major problems, including: 1. Regional transportation planners consider the current traffic count, est. high of 15,000 per day for Highway 15 (-2lane-arterial) at a moderate to severe congestion level, supported by the high numbers of crashes along this stretch; 2. Safety and congestion concerns have led the WI DOT to plan for an upgrade of this road from 2 lanes to four lanes in 2016 but failure by the State Legislature to fund construction have pushed it back to at least 2020; 3. The 2 lane STH 15 as the major commuter route for high school drivers from Greenville to Hortonville High School remains problematic and dangerous;

WHEREAS Planning Commission research of crash data along STH 15, between Lily of the Valley and Manley, shows the following in the 12 year period from 2005 through the end of 2016: 230 total vehicle crashes; A total of 127 drivers injured in crashes and 6 fatalities; 82 teenager drivers were involved in the 230 crashes documented; Safety officers when listing possible contributing circumstances for a collision, in 163 cases cited poor driving habits similar to distracted driving, such as:

ID-Inattentive Driving, FVC-Failure to keep vehicle under control, LOC-Left of center, FTC-Following too close, TFC-Too fast for conditions, etc.;

THEREFORE Based on:

1. **The recent academic studies which overwhelmingly document a connection between digital billboard displays and distracted drivers;**
2. **The current unsafe and congested traffic conditions already present on STH 15 as defined by planning standards set by the DOT and Regional transportation planners;**
3. **The unique issue of large numbers of teenage drivers commuting to school between Greenville and Hortonville High School by auto on STH 15, and:**
4. **The historical crash data from 2005-2016) that documents a high vehicle collision rate on STH 15, especially for teenagers.**

The Greenville Planning Commission hereby resolves to recommend to the Town Board denial of the special exception permit application submitted by Lamar Advertising of Green Bay for an off-premises digital sign as proposed.

Date _____

Signed _____ _____

Jack Anderson
Planning Commission Chairman

Wendy Helgeson
Town Clerk

SPECIAL USE PERMIT APPLICATION

APPLICATION FEES
☐ Planning Comm. / Town Board - $475 ($400 application fee and $75 citizen participation fee)
Date Paid:_____ Receipt #:_____
Paid by Whom:_____

Project Title: Monument Off-Premises Sign
Site Address: N2036/N2034 Greenville Drive Parcel #: 110027201

Applicant: Lamar Advertising of Green Bay
Mailing Address: PO Box 5846
City: De Pere State: WI Zip: 54115
Phone: 920-347-1765 Fax: 920-339-4612
Email Address: rstlaurent@lamar.com

Property Owner: Martin Nikodem
Mailing Address: W4085 Winnegamie Dr
City: Neenah State: WI Zip: 54956
Phone: 920-378-1886 Fax:
Email Address:

PROPERTY INFORMATION

Zoning of parcel: General Commercial Zoning of adjacent properties: General Commercial
Total Parcel Acreage: 8.63
Existing Land Use: Greenville Auto & RV - repair, sales.

Existing Structures: Building, on premise sign

Water Service: ☐ Public Water ☐ Well
Sewer Service: ☐ Public Sewer ☐ Septic > N/A

Details of why Special Use Permit is required for this project/parcel: (include any Ordinances that maybe affected/included)
Because there is no sign permit application. It is a requirement of the Gateway Overlay District Ordinance 7.201(3) Special Exceptions Uses and Structures.

Continued →

Proposed Structures: A monument back to back sign face for outdoor advertising that measures total height = 12'. Total width 15'.

What is the Planned Use and Justification for Use:
Outdoor Advertising. To provide advertising to enhance business, especially small businesses that will be by-passed in the Hortonville/Greenville area when Highway 15 is widened and re-directed.

Current Employees:	N/A
Expected Employees:	N/A
Hours of Operation:	N/A
Setbacks:	

Parking Spaces:	N/A
Number of Signs:	
Height of Signs:	
Building Height:	N/A
Phases:	N/A

Critical Areas: *(check all that apply)* N/A

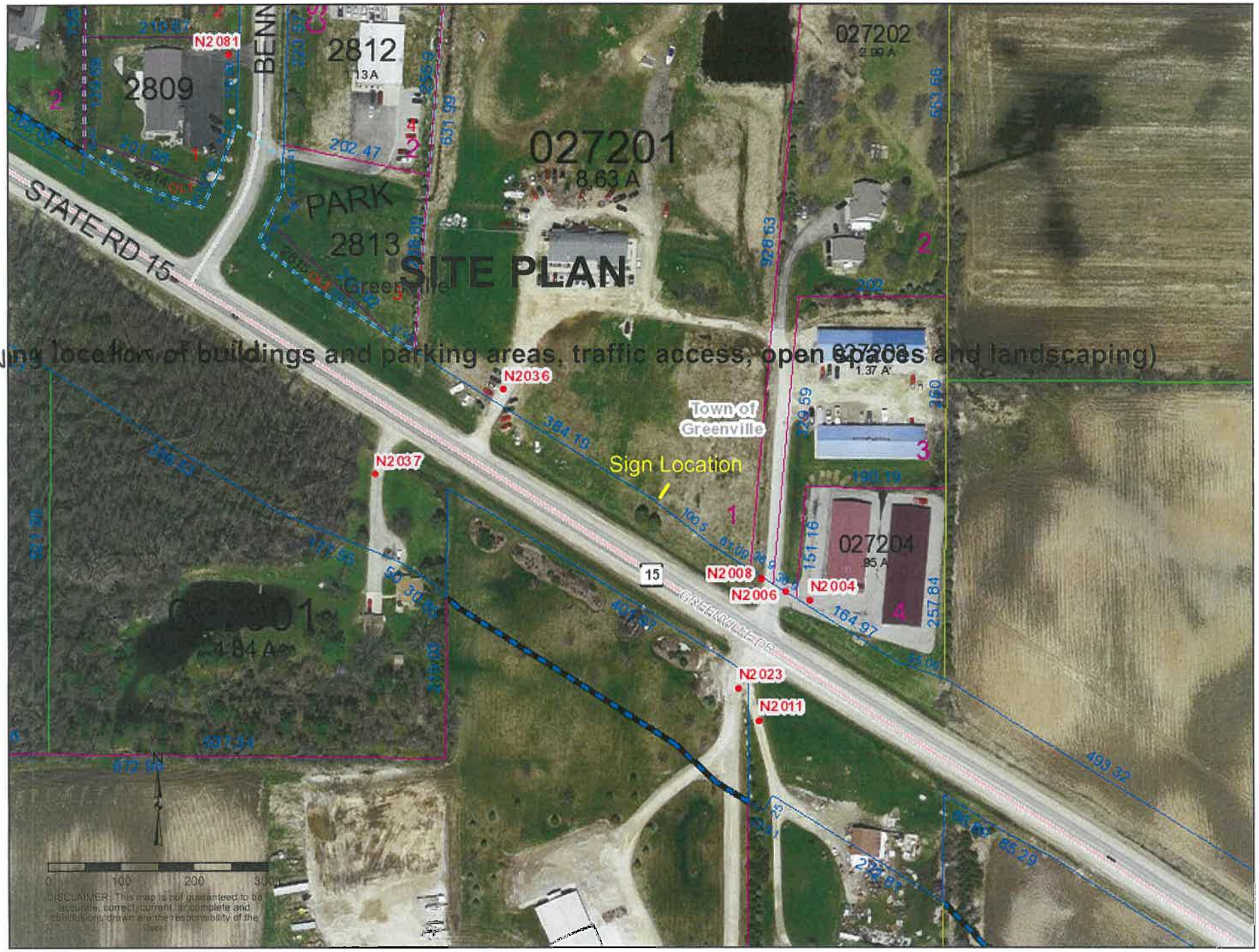
- ☐ Floodplain
- ☐ Easements
- ☐ Pond/Lake
- ☐ Steep Slopes
- ☐ Drainage/Stream
- ☐ Historic
- ☐ Cemetery
- ☐ Other: _____

I/We certify that all of the information presented by me/us in this application and site plan is accurate to the best of my/our knowledge, information, and belief. APPLICATIONS WILL NOT BE ACCEPTED WITHOUT THE SIGNATURE OF THE PROPERTY OWNER.

Renee L. Laurent 7-14-17
Applicant's Signature Date

7-14-17
Property Owner's Signature Date

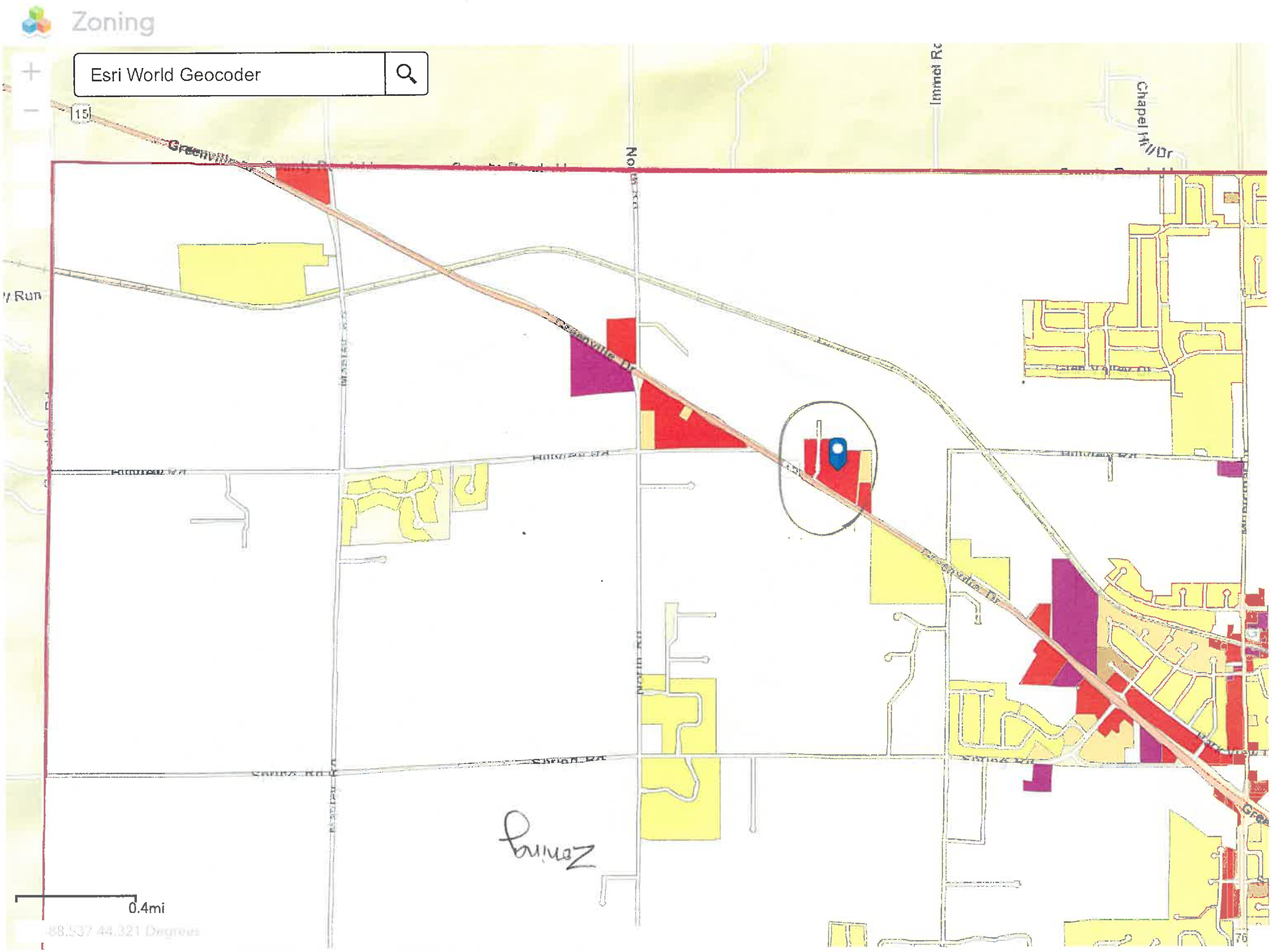
Office Use Only
Planning Commission Date(s): _____ Approval Date: _____
Town Board Date(s): _____ Approval Date: _____
Notes: _____



SITE PLAN
(Showing location of buildings and parking areas, traffic access, open spaces and landscaping)
2809
2812
13A
027201
8.63 A
027202
2.99 A
PARK
2813
Greenville
STATE RD 15
N2081
N2036
N2037
N2008
N2006
N2004
N2023
N2011
Town of Greenville
Sign Location
027204
95 A
1.37 A
15
GREENVILLE DR
0
100
200
300
DISCLAIMER: This map is not guaranteed to be accurate, correct, current, or complete and conclusions drawn are the responsibility of the user.

15°
LOMBARDI WALK TO
TACKLE
CANCER
FOND DU LAC
JOIN OUR
TEAM
SATURDAY
JUNE 24
LAKESIDE PARK
LombardiWalk.org
NO
PASSING
ZONE

15'
LOMBARDI WALK TO
TACKLE
CANCER
FOND DU LAC
JOIN OUR
TEAM
SATURDAY
JUNE 24
LAKESIDE PARK
LombardiWalk.org
RANDY'S



Zoning
Esri World Geocoder
15
Greenville
North Rd
Immel Rd
Chapel Hill Dr
Greenville Dr
0.4mi
Zoning

TOWN OF GREENVILLE PLANNING COMMISSION MEETING OF August 28, 2017
AGENDA ITEM 3a.

AGENDA ITEM

TO: Joel Gregozeski, Town Administrator
Planning Commission

FROM: Dave Tebo, Director of Community and Economic Development

SUBJECT: Consider/Discuss/Act on the request by petitioner Lamar Advertising and property owner Martin Nikodem for a Special Exception Use Permit to allow an off-premises sign to be constructed on property zoned GC-General Commercial District located at N2036 Greenville Drive, Parcel 110027201.

APPLICATION SUBMITTAL DATE: July 14, 2017

APPROVAL PROCESS: The recommendation of the Planning Commission will be forwarded to the Town Board for consideration at the September 11th meeting.

KEY FACTS RELATED TO THE PROPOSED SPECIAL EXCEPTION USE:

Within the GC-General Commercial zoning district billboards are recognized as a special exception use in Article XVIII of the Zoning Code 320-129 (L).

Billboards are defined as off-premises signs in Article VII of the Zoning Code 320-48-"A sign which advertises goods, products, facilities or services not on the premises where the sign is located, or directs persons to a different location from the sign is located."

Special Exceptions are defined in Article III of the Zoning Code 320-11 as-"Those uses and structures that may not be appropriate generally or without restriction throughout a district but which if controlled as to number, area, location or relation to the neighborhood, would promote the public health, safety, welfare, comfort, convenience or the general welfare. Such uses or structures may be permitted in a zoning district if they meet the requirements of the district in which they are located and Article XXVII of the Zoning Code related to Special Exception Uses and Structures."

The parcel proposed for sign location is in the Gateway Overlay District and Special Exception uses and structures are allowed under Zoning Code Article XXIII 320-172-"Special exception uses and structures in the underlying zoning district (GC) that are clearly compatible with the purpose and intent of the Gateway District."

The purpose and intent of the Gateway District is established in Zoning Code Article XXIII 320-168-"It is the intent of this district to establish a series of gateway corridors with special architectural and landscaping requirements to enhance the visual and aesthetic character along the following corridors: Highway 15…"

The proposed monument off-premises sign appears to meet the specifications and standards for accessory signs required in the Gateway Overlay District Zoning Code Article XIII 320-175.

320-175(4) is especially pertinent in this case-"Area of sign, area of copy, Town Board approved changeable-message sign, or any combination thereof shall not exceed a total of 100 square feet on one side nor 200 square feet on all sides for anyone premises."

SURROUNDING LAND USES:
Parcels directly adjacent to east- mini-storage units, one home north and east of proposed sign.
Parcels directly adjacent to west- business park shops and repair.
Directly across Highway 15-Businesses and one home.
Agricultural to the north.

OPPOSITION TO OR SUPPORT OF REQUEST: Citizen participation meeting held Tuesday, August 15th with no attendance.

STAFF RECOMMENDATION: Based on the facts established above the staff recommends Planning Commission **approval of the petition for special exception use for the off-premises sign described in the application on parcel 110027201 with conditions.**

1. **The changeable sign advertising proposed will need Town Board approval (as per Gateway Overlay ordinance) and this will be part of the next step of the special exception review process. We recommend that the Town Board examine several ways to reduce problems related to the impact of the changing message on the driving public including: increased setbacks, changing orientation, decreasing brightness, and reducing display intervals to insure a safe product;**

2. **As per Article XIII 320-174(4) the proposed sign may have 200 square feet of total sign area for this premises.(100 square feet per side) The current proposal is for 180 sq. ft..total. If this monument sign is approved no other signage beyond the 200 sq. feet total would be allowed on the premises;**

ATTACHMENTS:
- Application
- Location Map
- Sample off-premises sign
- DOT Sign Construction Permit
- Lease agreement with property owner

TOWN OF GREENVILLE STAFF REVIEW
SITE PLAN

Date: September 14, 2017

Applicant: Mach IV Engineering and Surveying LLC
Project: Thomas Griesbach Properties LLC, Diamond Water
Location: N1022 Quality Dr, Parcel #110204100

Applicant: *All requirements set forth below, including citizen participation summary, must be updated/changed and resubmitted to the Town no later than the* ***Wednesday prior to the Planning Commission meeting date.*** *If unable to accommodate, the project will be pushed to the next month's agenda.*

1. **Present Zoning:** Industrial
2. **Airport Zone:** Zone 1, no permit on file with the Town. Please contact the Outagamie County Zoning office for a permit. Documentation of a permit must be received by the Town Building Inspector prior to issuance of a building permit.
3. **Setbacks:** Required setbacks are 40' front (Greenville Business Park Covenants), 20' side, 25' rear. Please provide us with actual setbacks to building.
4. **Greenspace:** OK
5. **Landscaping:** OK
6. **Parking**: OK
7. **Is a Landscape buffer needed?** No
8. **Lighting – Should be shrouded:** Please provide lighting plan for lot. Needs to be shrouded to keep the lighting on this property and not neighboring properties.
9. **Any new signage to be reviewed and approved by Town staff.**
10. **Trash Enclosure:** Existing trash receptacles are not compliant with Town ordinances. Please provide a plan for trash enclosures that meet Town ordinances. Note the new stream designation in the stormwater section below as well.
11. **Any conflicts with Greenprint plan?** No
12. **Has an Erosion Control plan been submitted?** Yes
13. **Shoreland Zoning permit required?** Yes. Please contact the Outagamie County Zoning office for Shoreland Zone/Conditional Use Permit requirement. Documentation of a permit from the County must be received by the Town Building Inspector prior to issuance of a building permit.
14. **Is a Stormwater Management Agreement included?** No, a SW Management plan is not required as the project is under 5,000 sq. ft.. $100 Stormwater Management review fee is required. $400 will be refunded to the applicant.
    A $600 Erosion Control Permit fee will be due at the time of building permit application.
15. **Stormwater Review:** (Submitted by Chris Pagels, Stormwater Superintendent)
    A change in regulatory designation has occurred for the "detention/retention area for stormwater purposes" located to the north of this property. The DNR has given an opinion that this area between County Highway CB and Tower View Drive is now considered a navigable stream and as such has County Shoreland Zoning and Ordinary High WaterMark (OHWM) setback requirements for any structures. Please update your plans showing this new item.

    Based on the fact that the total impervious surface added with this project is under 5,000 sq ft., neither a stormwater management plan or post construction BMP is required at this time.

However, this project's impervious surface, and any future projects (no matter how small), will be added together for future impervious computations. When a 5,000 square foot threshold is met, stormwater post construction standards will be required.

If total land disturbance of this project is over 1 acre, a DNR Notice of Intent (NOI) will be required from the DNR stormwater division. The Town will require a copy of any DNR permit issuance.

16. **Are impervious surface totals needed?** No, 47,480 sq.ft. is new impervious total.
17. **Are Fire Hydrants properly located for this business?** Yes
18. **Knox Box Required?** No, utilize existing.
19. **Public Participation:** Informational letter sent 9/7/17.
20. **New Employees Added:** None

Other Action Points

- Outagamie County maps show two addresses for the site, N1038 and N1022, if there is only one address, please remedy this with the County.

Recommendation: If the new information required in this staff review is received in time for inclusion in the Planning Commission packet, Town staff is recommending that the Commission consider a motion for approval of this site plan: **Motion, to approve the site plan for a Diamond Water building addition at N1022 Quality Drive with documentation of a County Airport Overlay Permit, County Shoreland Conditional Use Permit, and Town Erosion Control Permit received by the Town Building Inspector prior to issuance of a building permit.**

Silt fence needs to be taken down after vegetation has grown.

- **YOU WILL BE RESPONSIBLE FOR ANY CHARGES OVER AND ABOVE THE ESCROWED AMOUNT FOR ENGINEERING, INSPECTIONS, LEGALS, ETC.**

September 19, 2017

Town of Greenville
P.O. Box 60
W6860 Parkview Dr
Greenville, WI 54942

Applicant: Mach IV Engineering and Surveying LLC
Project: Thomas Griesbach Properties LLC, Diamond Water
Location: N1022 Quality Dr, Parcel #110204100

Thank you for your comments. Please find our responses to your staff review below in red.

1. **Present Zoning:** Industrial NO RESPONSE REQ'D
2. **Airport Zone:** Zone 1, no permit on file with the Town. Please contact the Outagamie County Zoning office for a permit. Documentation of a permit must be received by the Town Building Inspector prior to issuance of a building permit. FAA PERMIT APPLICATION HAS BEEN SUBMITTED, COPY OF APPLICATION IS ATTACHED. OUTAGAMIE COUNTY APPLICATION WILL BE SUBMITTED AFTER FAA PERMIT IS ISSUED, OUTAGAMIE COUNTY APPLICATION IS ATTACHED.
3. **Setbacks:** Required setbacks are 40' front (Greenville Business Park Covenants), 20' side, 25' rear. Please provide us with actual setbacks to building. ACTUAL SETBACKS ARE NORTH – 94' SOUTH – 48' EAST – 115' WEST – 41.5'
4. **Greenspace:** OK NO RESPONSE REQ'D
5. **Landscaping:** OK NO RESPONSE REQ'D
6. **Parking**: OK NO RESPONSE REQ'D
7. **Is a Landscape buffer needed?** No NO RESPONSE REQ'D
8. **Lighting – Should be shrouded:** Please provide lighting plan for lot. Needs to be shrouded to keep the lighting on this property and not neighboring properties. LIGHTING PLAN ATTACHED
9. **Any new signage to be reviewed and approved by Town staff.** NO NEW SIGNAGE IS PROPOSED
10. **Trash Enclosure:** Existing trash receptacles are not compliant with Town ordinances. Please provide a plan for trash enclosures that meet Town ordinances. Note the new stream designation in the stormwater section below as well. DUMPER ENCLOSURE HAS BEEN ADDED, REFER TO SHEET C2.0 (ATTACHED)
11. **Any conflicts with Greenprint plan?** No NO RESPONSE REQ'D
12. **Has an Erosion Control plan been submitted?** Yes NO RESPONSE REQ'D
13. **Shoreland Zoning permit required?** Yes. Please contact the Outagamie County Zoning office for Shoreland Zone/Conditional Use Permit requirement. Documentation of a permit from the County must be received by the Town Building Inspector prior to issuance of a building permit. OUTAGAMIE COUNTY APPLICATION WILL BE SUBMITTED AFTER TOWN APPROVAL IS ISSUED, OUTAGAMIE COUNTY APPLICATION IS ATTACHED.
14. **Is a Stormwater Management Agreement included?** No, a SW Management plan is not required as the project is under 5,000 sq. ft.. $100 Stormwater Management review fee is required. $400 will be refunded to the applicant. NO RESPONSE REQ'D
    A $600 Erosion Control Permit fee will be due at the time of building permit application. NO RESPONSE REQ'D
15. **Stormwater Review:** (Submitted by Chris Pagels, Stormwater Superintendent)
    A change in regulatory designation has occurred for the "detention/retention area for stormwater purposes" located to the north of this property. The DNR has given an opinion that this area between County Highway CB and Tower View Drive is now considered a navigable stream and as such has County Shoreland Zoning and Ordinary High WaterMark (OHWM) setback requirements for any structures. Please update your plans showing this new item. APPROXIMATE 75' SETBACK FROM OHWM HAS BEEN ADDED TO SHEET C2.0. OUTAGAMIE COUNTY SHORELAND ZONING APPLICATION WILL BE SUBMITTED AFTER TOWN APPROVAL, APPLICATION IS ATTACHED

2260 Salscheider Court
Green Bay, WI 54313
MACH IV ENGINEERING • SURVEYING • ENVIRONMENTAL
Phone: 920-569-5765
Fax: 920-569-5767
www.mach-iv.com

Based on the fact that the total impervious surface added with this project is under 5,000 sq ft., neither a stormwater management plan or post construction BMP is required at this time. NO RESPONSE REQ'D

However, this project's impervious surface, and any future projects (no matter how small), will be added together for future impervious computations. When a 5,000 square foot threshold is met, stormwater post construction standards will be required. NO RESPONSE REQ'D

If total land disturbance of this project is over 1 acre, a DNR Notice of Intent (NOI) will be required from the DNR stormwater division. The Town will require a copy of any DNR permit issuance. DISTURBED AREA IS LESS THAN 1 ACRE

16. **Are impervious surface totals needed?** No, 47,480 sq.ft. is new impervious total. NO RESPONSE REQ'D
17. **Are Fire Hydrants properly located for this business?** Yes NO RESPONSE REQ'D
18. **Knox Box Required?** No, utilize existing. NO RESPONSE REQ'D
19. **Public Participation:** Informational letter sent 9/7/17. NO RESPONSE REQ'D
20. **New Employees Added:** None NO RESPONSE REQ'D

Other Action Points

- Outagamie County maps show two addresses for the site, N1038 and N1022, if there is only one address, please remedy this with the County. INFORMATION HAS BEEN SENT TO THE OWNER TO ADDRESS WITH THE COUNTY

We trust that the above responses will be sufficient to meet the requirements for inclusion in the next Planning Commission packet. Please do not hesitate to contact me if you have any further questions or require additional information.

Regards,
MACH IV ENGINEERING & SURVEYING LLC

Joel Ehrfurth, P.E.

SITE PLAN REVIEW APPLICATION

APPLICATION FEES
- ☐ Application Fee - $475 ($400 application fee and $75 citizen participation fee)
- ☐ Stormwater Management Fee - $500
- ☐ Staff Review Only - $200

Project Title: Griesbach Diamond Water Expansion
Site Address: N1022 Quality Drive Parcel #: 110204100

Legal Description or attach copy: Lot 5 of the Greenville Business Park

Applicant: Mach IV Engineering & Surveying LLC
Mailing Address: 2260 Salscheider Ct
City: Green Bay State: WI Zip: 54313
Phone: (920)569-5765 Fax: (920)569-5767
Email Address: jehrfurth@mach-iv.com

Property Owner: Thomas Griesbach Properties LLC
Mailing Address: W7061 Cty Rd JJ
City: Hortonville State: WI Zip: 54944
Phone: (920)757-5440 Fax: (920)757-5819
Email Address:

PROPERTY INFORMATION
Describe in detail the type of business being proposed and/or use of property:
Expansion of Griesbach Diamond Water

Impervious Surface of entire parcel: 47,480 sq. ft. Total Parcel Acreage: 2.10
Total current employees: 20 Total future employees: 20

I/We certify that all of the information presented by me/us in this application and site plan is accurate to the best of my/our knowledge, information, and belief. APPLICATIONS WILL NOT BE ACCEPTED WITHOUT THE SIGNATURE OF THE PROPERTY OWNER.

9/8/2017
Applicant's Signature Date

Property Owner's Signature Date

Office Use Only
Planning Commission Date(s): Approval Date:
Town Board Date(s): Approval Date:
Notes:

Federal Aviation Administration

« OE/AAA

Notice of Proposed Construction or Alteration - Off Airport

Add a new Case Off Airport - Desk Reference Guide V_2017.3.0

Add a New Case Off Airport for Wind Turbines - Met Towers - Desk Reference Guide V_2017.3.0

Sponsor (person, company, etc. proposing this action)

*** Sponsor:** KELLER INC

Construction / Alteration Information

*** Notice Of:** Alteration

*** Duration:** Temporary

if Temporary : Months: 6 Days:

Work Schedule - Start: 09/15/2017 (mm/dd/yyyy)

Work Schedule - End: 05/31/2018 (mm/dd/yyyy)

For temporary cranes-Does the permanent structure require separate notice to the FAA? To find out, use the Notice Criteria Tool. If separate notice is required, please ensure it is filed. If it is not filed, please state the reason in the Description of Proposal.

State Filing: Not filed with State

Structure Summary

*** Structure Type:** Building

*** Structure Name:** GRIESBACH DIAMOND WATER

NOTAM Number:

FCC Number:

Prior ASN: - - - OE Validate Prior

Structure Details

*** Latitude:** 44 ° 15 ' 38 " N

*** Longitude:** 88 ° 30 ' 27 " W

*** Horizontal Datum:** NAD83

*** Site Elevation (SE):** 869 (nearest foot)

*** Structure Height (AGL):** 888 (nearest foot)

*** Current Height (AGL):** 888 (nearest foot)
**** For notice of alteration or existing provide the current AGL height of the existing structure. Include details in the Description of Proposal***

Minimum Operating Height (AGL): (nearest foot)
**** For aeronautical study of a crane or construction equipment the maximum height should be listed above as the Structure Height (AGL). Additionally, provide the minimum operating height to avoid delays if impacts are identified that require negotiation to a reduced height. If the Structure Height and minimum operating height are the same enter the same value in both fields.***

*** Requested Marking/Lighting:** None

Other :

Aircraft Detection Lighting System(ADLS): Yes
**** Only check this box if you are proposing the installation and use of an Aircraft Detection Lighting System***

*** Current Marking/Lighting:** None

Proposed Frequency Bands

Select any combination of the applicable frequencies/powers identified in the Colo Void Clause Coalition, Antenna System Co-Location, Voluntary Best Practices, effective 21 Nov 2007, to be evaluated by the FAA with your filing. If not within one of the frequency bands listed below, manually input your proposed frequency(ies) and power using the Add Specific Frequency link.

Add Specific Frequency

Low Freq	High Freq	Freq Unit	ERP	ERP Unit
6	7	GHz	55	dBW
6	7	GHz	42	dBW
10	11.7	GHz	55	dBW
10	11.7	GHz	42	dBW
17.7	19.7	GHz	55	dBW
17.7	19.7	GHz	42	dBW
21.2	23.6	GHz	55	dBW
21.2	23.6	GHz	42	dBW
614	698	MHz	1000	W
614	698	MHz	2000	W
698	806	MHz	1000	W
806	901	MHz	500	W
806	824	MHz	500	W
824	849	MHz	500	W
851	866	MHz	500	W
869	894	MHz	500	W
896	901	MHz	500	W
901	902	MHz	7	W
929	932	MHz	3500	W
930	931	MHz	3500	W
931	932	MHz	3500	W
932	932.5	MHz	17	dBW
935	940	MHz	1000	W
940	941	MHz	3500	W

Other :	
*** Nearest City:**	GREENVILLE
*** Nearest State:**	Wisconsin
*** Description of Location:** ***On the Project Summary page upload any certified survey.***	N1022 QUALITY DRIVE
*** Description of Proposal:**	PROPOSED BUILDING ADDITION TO EXISTING STRUCTURE. ALL BUILDING

☐	1670	1675	MHz	500	W
☐	1710	1755	MHz	500	W
☐	1850	1910	MHz	1640	W
☐	1850	1990	MHz	1640	W
☐	1930	1990	MHz	1640	W
☐	1990	2025	MHz	500	W
☐	2110	2200	MHz	500	W
☐	2305	2360	MHz	2000	W
☐	2305	2310	MHz	2000	W
☐	2345	2360	MHz	2000	W
☐	2496	2690	MHz	500	W

Additional Location(s)

Add New Location(s)

Clone Prior ASN frequencies

****Note: Selecting this link will only add frequency(ies)/power from the prior ASN listed in Structure Summary. Additional frequency(ies)/power must be manually added before submitting to the FAA if they are to be considered with your new filing.***

☐ I hereby certify that all of the above statements made by me are true, complete, and correct to the best of my knowledge. In addition, I agree to mark and/or light the structure in accordance with established marking and lighting standards as necessary.

Federal Aviation Administration

« OE/AAA

Notice of Proposed Construction or Alteration - Off Airport

Add a new Case Off Airport - Desk Reference Guide V_2017.3.0

Add a New Case Off Airport for Wind Turbines - Met Towers - Desk Reference Guide V_2017.3.0

Project Name: KELLE-000430809-17 **Sponsor:** KELLER INC

Project Summary : KELLE-000430809-17

Add Another Case to this Project Change the sponsor for this Project

Structure	City, State	Lat/Long	Map	Actions
GRIESBACH DIAMOND WATER Draft	GREENVILLE, WI	44° 15' 38.00" N 88° 30' 27.00" W	Show Map (Re-Verify)	Clone Delete Upload a PDF

Mapping - Desk Reference Guide V_2014.4.0 Attaching Documents - Desk Reference Guide V_2014.2.0

Upload a PDF to the Project
Please upload all supporting case documentation including the latest certified survey, if available.

You may submit your Project to the FAA.

Draft: Cases that have been saved by the user but have not been submitted to the FAA.
Waiting: Wind Turbine/Met Tower cases that have not been submitted to the FAA and are waiting for an action from the user, either to verify the map or attach specific documents
Accepted: Cases that have been submitted to the FAA.
Add Letter: Cases that have been reviewed by the FAA and require additional information from the user.
Work in Progress: Cases that are being evaluated by the FAA.
Interim: Cases that have been reviewed by the FAA and require resolution from the user.
Determined: Cases that have a completed aeronautical study and an FAA determination.
Terminated: Cases that are no longer valid.
Please allow the FAA a minimum of 45 days to complete a study.
Case Transfer:
- **Use the check box(es) to select the case(s) you want to transfer.**
- **Select the "Transfer Cases button" to open the "Manage Transfer Cases" screen.**

Note: Drafts and cases in Add and Terminated status can not be transferred.
Click here to contact the appropriate representative.

Federal Aviation Administration

« OE/AAA

Project Submission Success
Project Name: KELLE-000430809-17

Project KELLE-000430809-17 has been submitted successfully to the FAA.

Your filing is assigned Aeronautical Study Number (ASN):
2017-AGL-15550-OE

Please refer to the assigned ASN on all future inquiries regarding this filing.

Please return to the system at a later date for status updates.

It is the responsibility of each e-filer to exercise due diligence to determine if coordination of the proposed construction or alteration is necessary with their state aviation department. Please use the link below to contact your state aviation department to determine their requirements:
State Aviation Contacts

To ensure e-mail notifications are delivered to your inbox please add noreply@faa.gov to your address book. Notifications sent from this address are system generated FAA e-mails and replies to this address will NOT be read or forwarded for review. Each system generated e-mail will contain specific FAA contact information in the text of the message.

OUTAGAMIE COUNTY
APPLICATION FOR AIRPORT ZONING PERMIT
OFFICE USE ONLY

FILE NO. _____
Date Filed _____
Fee Paid _____
Town of _____
Tax Parcel # _____

Applicant or Agent Mach IV Engineering & Surveying LLC
(Please print name clearly)
Address 2260 Salscheider Ct, Green Bay, WI 54313 Telephone 920-569-5765
(city, state and zip code)
Owner of Property Thomas Griesbach Properties LLC
Address W7061 County Rd JJ, Hortonville, WI 54944 Telephone 920-757-5440
Contractor Keller, Inc.
Address N216 STH 55 Kaukauna, WI Telephone 920-766-5795

Legal Description of Property Lot 5 of the Plat of Greenville Business Park, Town of Greenville, Outagamie County , less and excepting premises conveyed to Outagamie County by deed recorded in Jacket 16604, Image 53, as Document No. 1148073

Lot Size 2.10 acres Underlying Zoning District Industrial
Airport Overlay Zoning District Zone 1
Present Use Industrial
Proposed Use Industrial

This request is for an Airport Zoning Permit is made under the terms of the Outagamie Airport Zoning Ordinance, Section 21.53(4)(b).
Please attach the following:

1. A plot plan, drawn to scale, showing the area involved, its location, dimensions and location of any structures (existing and proposed) on the property.
2. A statement addressing any conditions set forth by the Zoning Ordinance.

CERTIFICATION

I hereby certify that all the above statements and attachments submitted herewith are true and correct to the best of my knowledge and belief.
Signature of Applicant _____ Date _____

Zoning Administrator Approval

I hereby approve this Airport Zoning Permit based on the above stated information and the requirements of the Airport Zoning Ordinance.
Signature of Administrator _____ Date _____

Submit five (5) copies of the attachments.
Submit to: Zoning Department * 410 S. Walnut Street * Appleton, WI 54911

OUTAGAMIE COUNTY, WISCONSIN
APPLICATION FOR SHORELAND ZONING PERMIT

OFFICE USE ONLY

FILE NO. _____
Fee Paid _____
Town of Greenville
Tax Parcel # 110204100

The undersigned hereby makes application for a Shoreland Zoning Permit for the work described and located herein. The undersigned agrees that all such work shall be done in accordance with all the regulations of the Shoreland-Floodplain-Wetland Ordinance and all other applicable laws and regulations of Outagamie County, and the State of Wisconsin.

Work consists of:

New Building _____
Addition X
Repairs _____
Alteration _____
Moving _____
Wrecking _____
Fill _____
Sanitary System _____

Underlying Zoning District Industrial
Shoreland Zoning District yes
Use of Structure Industrial
Regional Flood Elevation N/A
Lot Area 2.10 acres
Building Size 115 feet wide by 82' 2" feet deep
Height 15' 8" feet Number of stories 1
Approximate distance between Normal Highwater Mark and first habitable floor N/A
Setback from fronting highway N/A
Setback from other abutting highway 115

Dated: _____
Owner: Thomas Griesbach
(Please Print Name Clearly)
Address: W7061 County Rd JJ
Hortonville, WI 54944
(city, state and zip code)
Phone No. 920-757-5440

_____
Signature of Applicant (owner or agent)

Builder/Contractor (name and address)
Keller, Inc.
N216 STH 55
Kaukauna, WI 54130

RECORDS

Permit Issued _____
Work Started _____
Permit Denied _____

Signed _____
Zoning Administrator
Work Completed _____
Certificate of Compliance Issued _____
For the following reasons: _____

Appealed to the Board of Adjustment _____
Appealed Heard _____
Decision: _____

INSPECTION

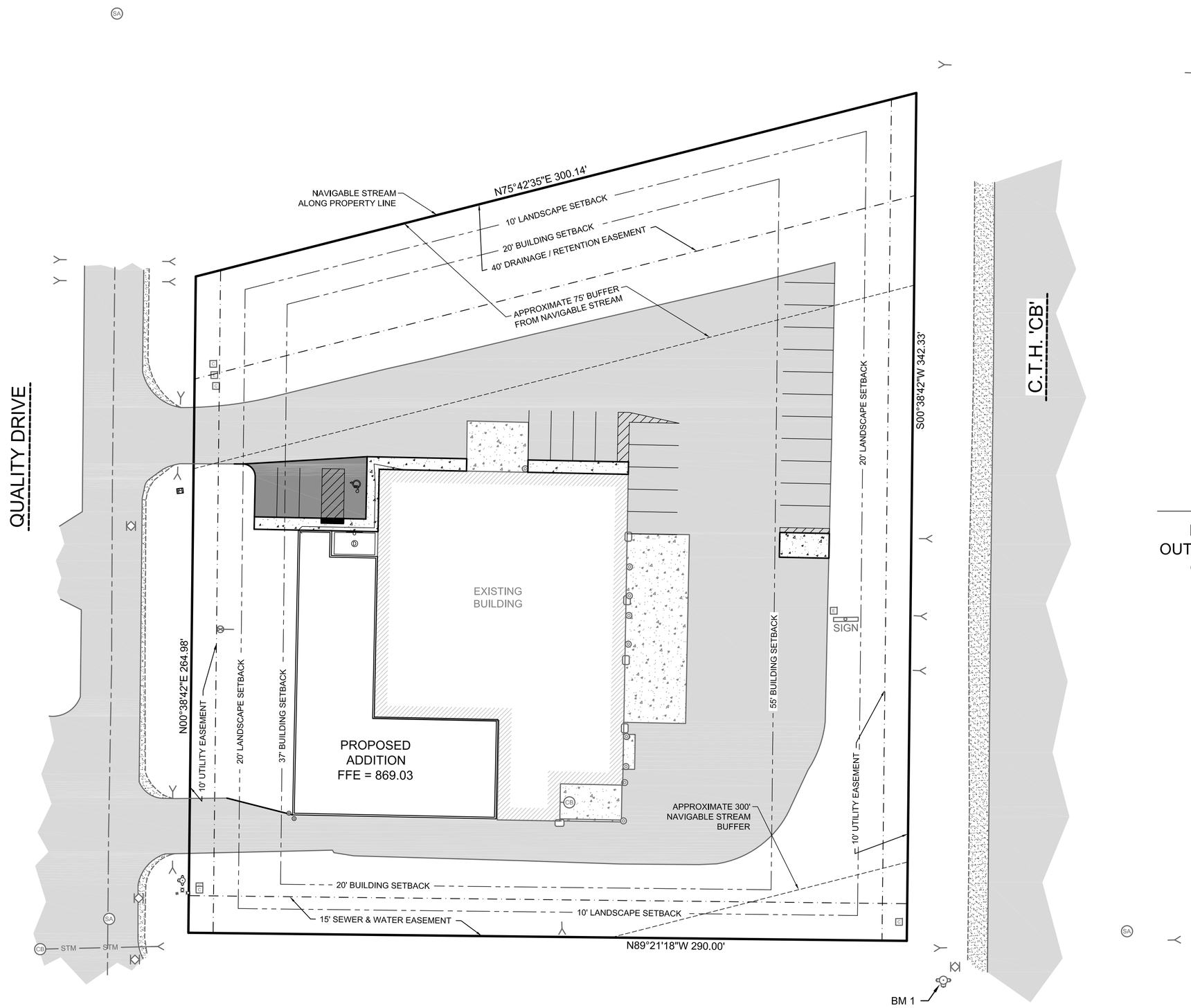
Inspected by _____ Date: _____
Remarks _____

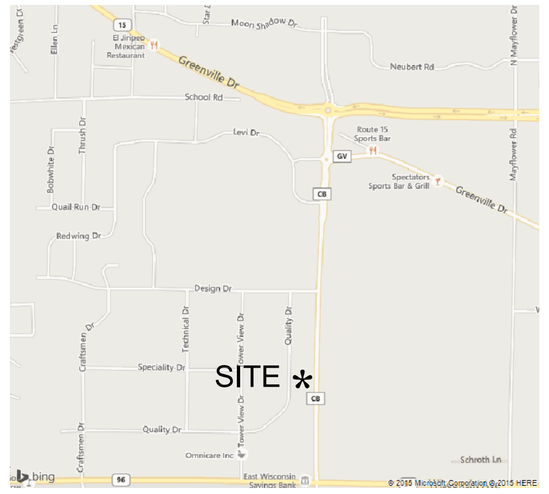
Documents Required:

1. A copy of the development site plan (include legal description of the property).
2. Submit four (4) copies of the attachments.

Submit to: Zoning Department * 410 S. Walnut Street * Appleton, WI 54911

CIVIL COVER SHEET





N1022 QUALITY DRIVE, GREENVILLE, WI 54942

NOT TO SCALE

LOCATION MAP

Benchmarks

Label	Elevation	Description
BM 1	868.24	HYDRANT TOP NUT
BM 2	869.43	HYDRANT TOP NUT

CIVIL SHEETS INDEX

C0.1 COVER SHEET
C1.0 DEMOLITION PLAN
C2.0 SITE PLAN
C3.0 UTILITY PLAN
C4.0 GRADING PLAN
C5.0 EROSION CONTROL PLAN
C5.1 EROSION CONTROL DETAILS
C6.0 SITE DETAILS
L1.0 LANDSCAPE PLAN

LEGAL DESCRIPTION

LOT 5, GREENVILLE BUSINESS PARK, TOWN OF GREENVILLE, OUTAGAMIE COUNTY, WISCONSIN, LESS AND ACCEPTING PREMISES CONVEYED TO OUTAGAMIE COUNTY BY DEED RECORDED IN JACKET 16604, IMAGE 53, AND DOCUMENT NO. 1148073.

CIVIL GENERAL NOTES:

1. SURVEY WAS PERFORMED BY MACH IV ENGINEERING & SURVEYING LLC AUGUST 2017.
2. SURVEY VERTICAL DATUM IS NAVD88.
3. THIS SURVEY DOES NOT GUARANTEE THE EXISTENCE/ NON-EXISTENCE, SIZE, TYPE OR LOCATION OF UNDERGROUND UTILITIES. UTILITIES SHOWN ARE BASED ON ABOVEGROUND UTILITY STRUCTURES (I.E. VALVES, MANHOLES ETC.), AND AVAILABLE UTILITY MAPS AND PLANS.
4. UNLESS OTHERWISE INDICATED, ALL EXISTING STRUCTURES AND FACILITIES SHALL REMAIN.
5. PROVIDE TURF, AS SPECIFIED TO ALL DISTURBED AREAS NOT RECEIVING PAVEMENTS, CURBS, SIDEWALKS, BUILDINGS, OR LANDSCAPING, WITHIN THE LIMITS OF CONSTRUCTION.
6. NO LAND DISTURBING ACTIVITIES SHALL TAKE PLACE UNTIL ALL TEMPORARY SOIL EROSION DEVICES ARE INSTALLED.
7. ALL GRADE TRANSITIONS BETWEEN NEW AND EXISTING SHALL BE SMOOTH AND GRADUAL WITH NO SHARP OR ABRUPT CHANGES.
8. COORDINATE THE WORK OF ALL TRADES - VERIFY ALL FIELD CONDITIONS, QUANTITIES AND DIMENSIONS PRIOR TO COMMENCEMENT OF WORK. ANY DISCREPANCIES SHALL BE PROMPTLY BROUGHT TO THE ATTENTION OF THE ARCHITECT.
9. EXECUTE ALL WORK WITH CARE AS TO PROTECT FROM DAMAGE ADJACENT EXISTING FEATURES TO REMAIN. ANY SUCH DAMAGE SHALL BE REPAIRED OR REPLACED TO MATCH THE ORIGINAL CONDITION AS APPROVED BY THE ARCHITECT.
10. UNLESS REFERRED TO, OR INDICATED AS "EXISTING", ALL WORK SHOWN ON THESE DRAWINGS SHALL BE CONSIDERED AS NEW AND PROVIDED UNDER THIS CONTRACT.
11. FINISHED GRADE OF TOPSOIL (AFTER COMPACTION) SHALL BE 1/2" TO 1" BELOW TOP OF ABUTTING PAVEMENTS, SIDEWALKS, AND CURBING.
12. NO DISTURBANCE SHALL OCCUR OUTSIDE OF SITE LIMITS.
13. GENERAL CONTRACTOR SHALL OBTAIN APPROVAL FROM OWNER AND MUNICIPALITY PRIOR TO ANY LAND DISTURBANCE OUTSIDE THE CONSTRUCTION LIMITS.
14. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING WORK IN RIGHT OF WAY PERMITS.
15. NO HAZARDOUS MATERIALS WILL BE STORED ON-SITE.
16. FOR LEGEND AND ABBREVIATIONS SEE SHEET C1.0.
17. FOR EROSION CONTROL PLAN AND NOTES SEE SHEET C5.0 AND C5.1.
18. FOR NOTES SHOWN THUS, "(1)", SEE SHEET KEY NOTES, ON SHEET THEY APPEAR.

CIVIL LEGEND

	EXISTING	PROPOSED
CABLE PEDESTAL	C	
AIR CONDITIONING UNIT		
ELECTRIC PEDESTAL	E	
BOLLARD		
HANDICAP PARKING		
SANITARY MANHOLE	SA	
CATCH BASIN	CB	CB
CULVERT		
DOWNSPOUT		
SIGN		
FIRE HYDRANT		
WATER SHUT OFF		
WATER VALVE		
UNDERGROUND CABLE	C	
UNDERGROUND ELECTRIC	E	
GAS	G	
CENTERLINE		

	EXISTING	PROPOSED
PARKING STRIPE		
SANITARY SEWER	SAN	
CULVERT	CLVRT	
STORM SEWER	STM	STM
WATERMAIN	WAT	WAT
CONTOUR MAJOR	600	600
CONTOUR MINOR	602	602
BUILDING		
ASPHALT		
CONCRETE		
GRAVEL		

ABBREVIATIONS

CB	CATCH BASIN
E	EAST
EL	ELEVATION
ELEV	ELEVATION
EX	EXISTING
FFE	FINISHED FLOOR ELEVATION
FL	FLOW LINE
FT	FEET
HDPE	HIGH DENSITY POLYETHYLENE
IN	INCH
INV	INVERT
LF	LINEAR FEET
MAX	MAXIMUM
MH	MANHOLE
MIN	MINIMUM
N	NORTH
NTS	NOT TO SCALE
NW	NORTHWEST
OC	ON CENTER
PC	POLYCARBONITE
PE	POLYETHYLENE
PVC	POLYVINYL CHLORIDE
R	RADIUS
RD	ROAD
RCP	REINFORCED CONCRETE PIPE
ROW	RIGHT OF WAY
S	SOUTH
SA	SANITARY
SAN	SANITARY
SB	SETBACK
SDR	STANDARD DIMENSION RATIO
SF	SQUARE FEET
SQ	SQUARE
ST	STORM
STM	STORM
SW	SOUTHWEST
TYP	TYPICAL
W	WEST
W	WIDTH
WAT	WATER
WDNR	WISCONSIN DEPARTMENT OF NATURAL RESOURCES
WDOT	WISCONSIN DEPARTMENT OF TRANSPORTATION
WI	WISCONSIN

DIGGERS HOTLINE

CALL DIGGERS HOTLINE
1-800-242-8511
TOLL FREE

WISCONSIN STATUTE 182.0175 (1974) REQUIRES MIN. 3 WORK DAYS NOTICE BEFORE YOU EXCAVATE

THE LOCATIONS OF THE EXISTING UTILITY INSTALLATIONS AS SHOWN ON THE PLANS ARE APPROXIMATE. THERE MAY BE OTHER UNDERGROUND UTILITY INSTALLATIONS WITHIN THE PROJECT AREA THAT ARE NOT SHOWN.

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30 15 0 30 60
Graphic Scale

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PROPOSED FOR:
DIAMOND H2O
TOWN OF GREENVILLE WISCONSIN

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REVISIONS
1
2
3
4

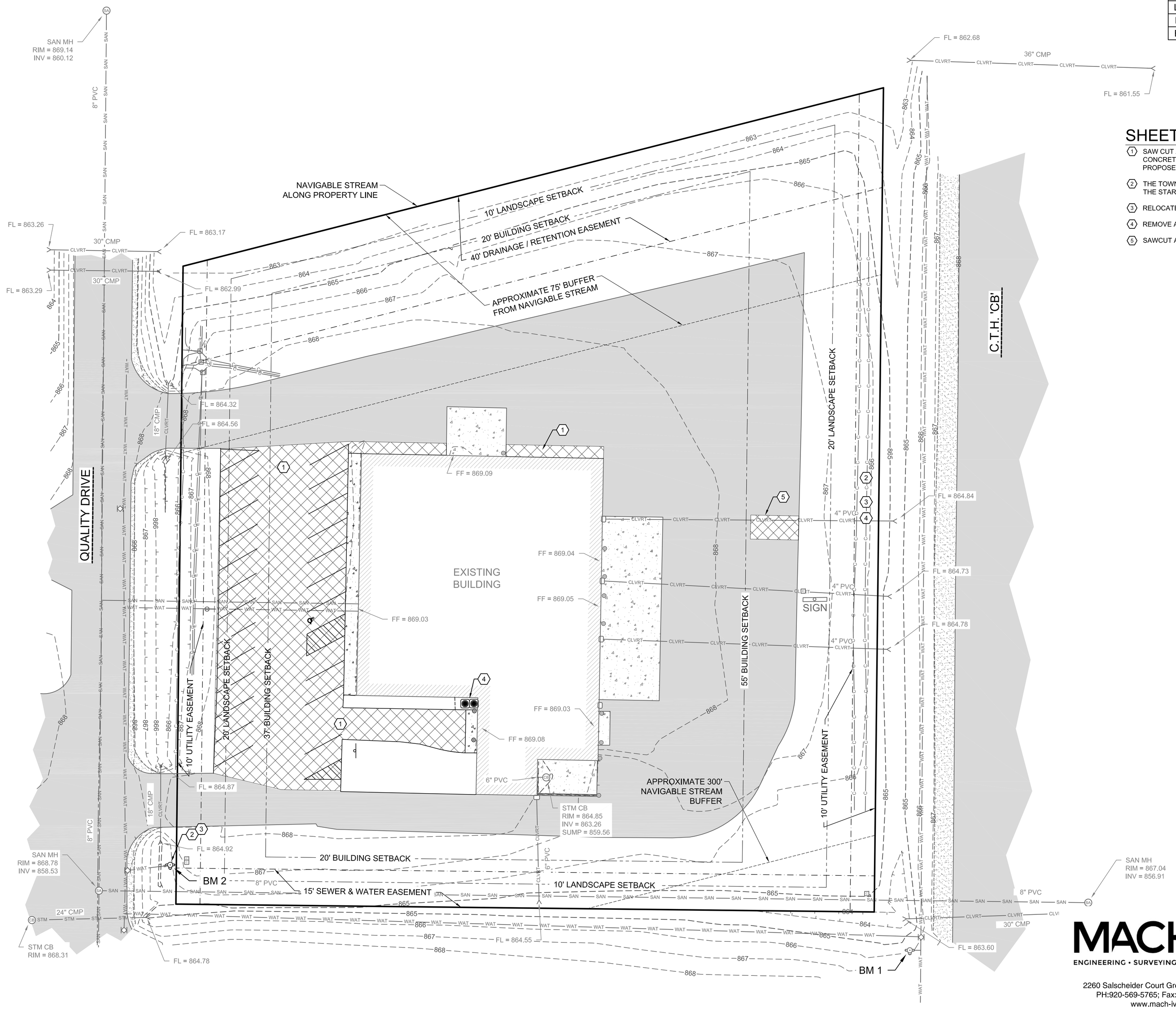
PROJECT MANAGER: J. ELRICK
DESIGNER: J. EHRFURTH
DRAWN BY: RPH
IED PROJECT MANAGER: ---
EXPEDITOR: ---
SUPERVISOR: ---
CONTRACT NO. ---
IED NO: ---
DATE: SEPTEMBER 19, 2017
SHEET: C0.1

EXISTING CONDITIONS/DEMO PLAN

Benchmarks		
Label	Elevation	Description
BM 1	868.24	HYDRANT TOP NUT
BM 2	869.43	HYDRANT TOP NUT

SHEET KEY NOTES:

1. SAW CUT ASPHALT PAVEMENT AS SHOWN. REMOVE PAVEMENT, BASE COARSE, CONCRETE PAVEMENT AND APPURTENANCES AS NECESSARY TO CONSTRUCT PROPOSED IMPROVEMENTS.
2. THE TOWN OF GREENVILLE MUST BE NOTIFIED THREE WORKING DAYS BEFORE THE START OF WORK WITHIN A PUBLIC RIGHT-OF-WAY.
3. RELOCATE HYDRANT; SEE SHEET C3.0
4. REMOVE AIR CONDITIONERS
5. SAWCUT AND REMOVE PAVEMENT FOR PROPOSED DUMPSTER PAD



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IED NO: ---
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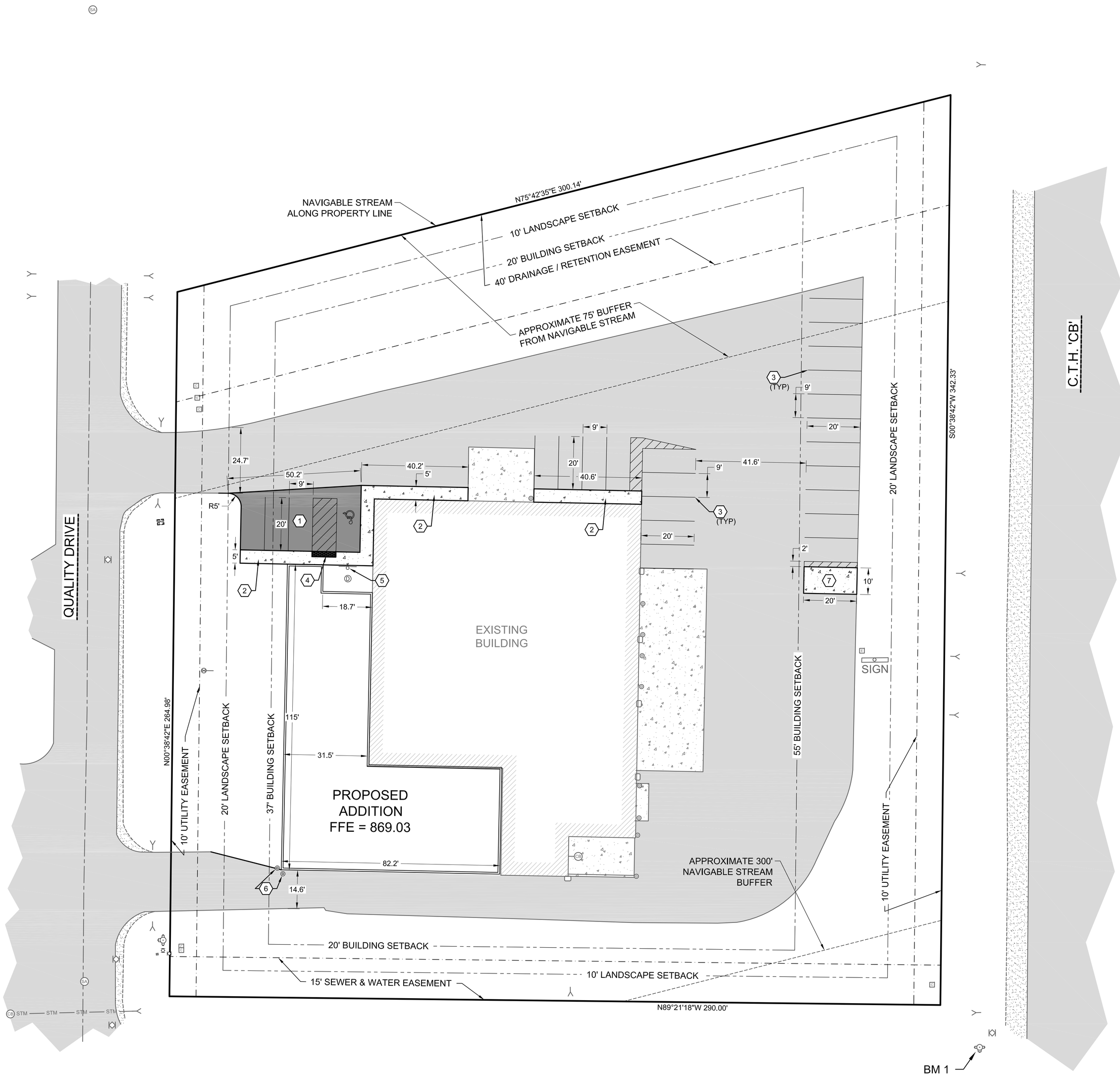
SHEET: C1.0

SITE PLAN



SHEET KEY NOTES:

1. STANDARD DUTY ASPHALT PAVEMENT, SEE DETAIL A SHEET C6.0
2. CONCRETE SIDEWALK, SEE DETAIL B SHEET C6.0
3. 4 INCH WIDE PAINT STRIPE
4. ADA DETECTABLE WARNING, SEE DETAIL C SHEET C6.0
5. ADA SIGN, SEE DETAIL D SHEET C6.0
6. BOLLARD; SEE DETAIL E SHEET C6.0
7. DUMPSTER PAD WITH 6' HIGH MASONRY ENCLOSURE. SEE DETAIL F SHEET C6.0 FOR DUMPSTER PAD.

OWNER

THOMAS GRIESBACK PROPERTIES LLC
W7061 CTH JJ
HORTONVILLE, WI 54944

SITE STATISTICS

PARCEL ADDRESS:	N1022 QUALITY DRIVE
PARCEL NUMBER:	110204100
PARCEL SIZE:	2.10 ACRES
ZONING:	IND/AIRPORT ZONE 1
EXISTING SITE	
GREEN SPACE:	0.96 AC
IMPERVIOUS AREA	
BUILDING:	0.27 AC = 12.8% COVERAGE
PAVEMENT:	0.87 AC
TOTAL IMPERVIOUS:	1.14 AC
PROPOSED SITE	
TOTAL DISTURBED AREA:	0.34 AC
GREEN SPACE REQUIRED:	NA
GREEN SPACE PROVIDED:	1.00 AC
IMPERVIOUS AREA	
BUILDING:	0.40 AC (19.0% COVERAGE)
PAVEMENT:	0.70 AC
TOTAL IMPERVIOUS:	1.10 AC
PARKING	
PARKING REQUIRED/CALC.:	1 STALL/EMPLOYEE/SHIFT = 22 STALLS REQD
PARKING PROVIDED:	24 STALLS

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EXPEDITOR: ---
SUPERVISOR: ---
CONTRACT NO. ---
IED NO: ---
DATE: SEPTEMBER 19, 2017
SHEET: C2.0

UTILITY PLAN

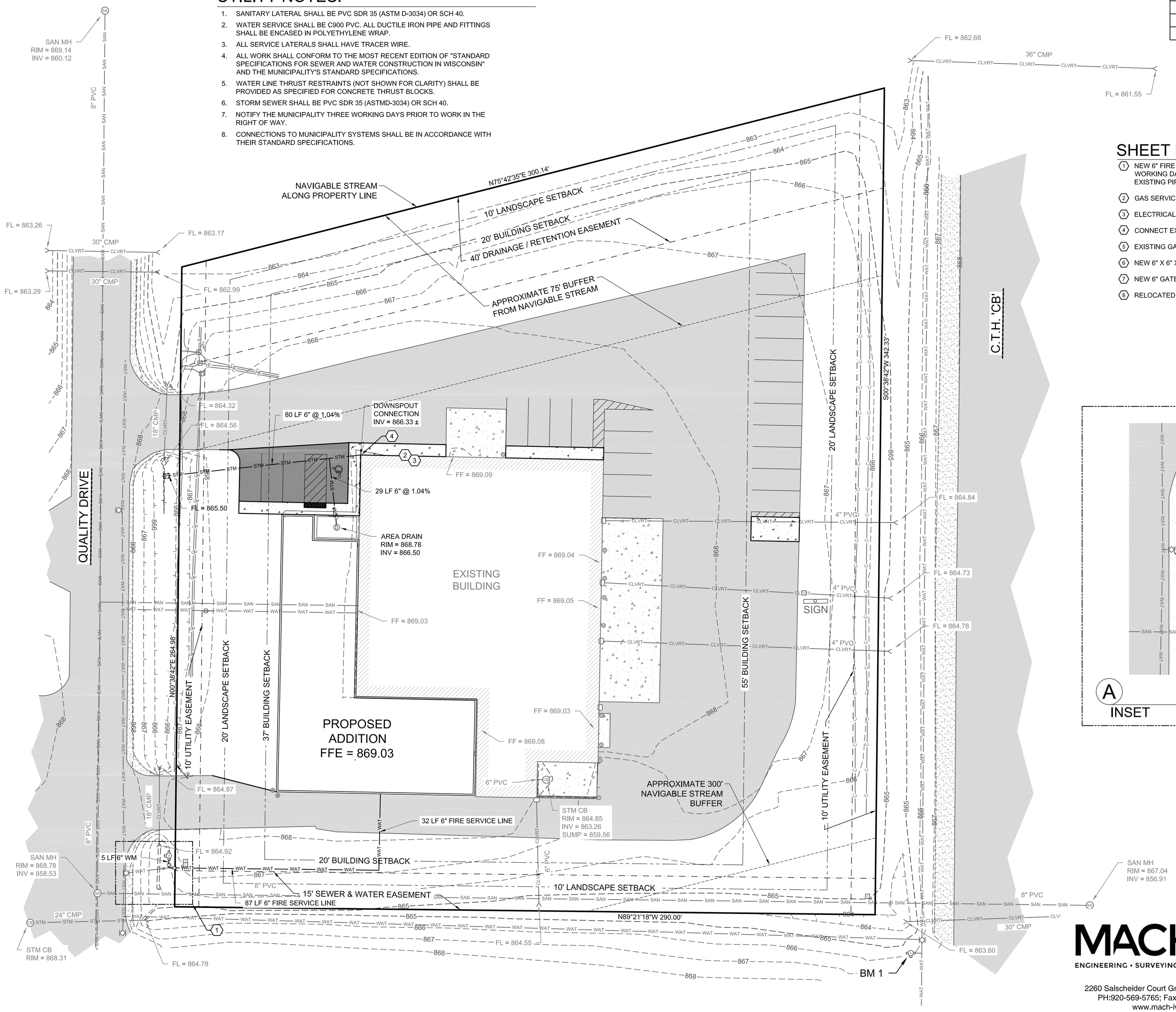
UTILITY NOTES:

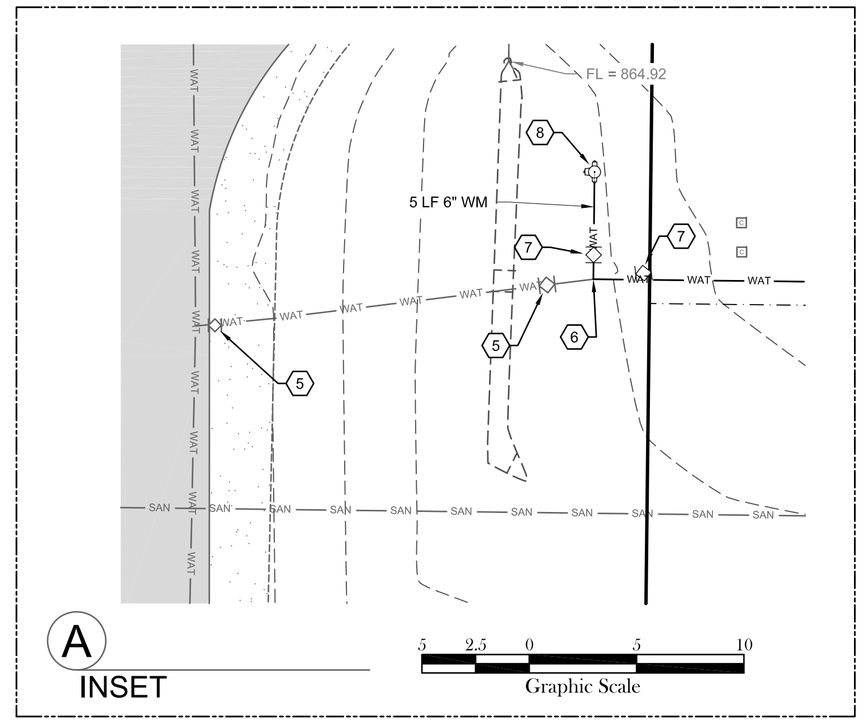
1. SANITARY LATERAL SHALL BE PVC SDR 35 (ASTM D-3034) OR SCH 40.
2. WATER SERVICE SHALL BE C900 PVC. ALL DUCTILE IRON PIPE AND FITTINGS SHALL BE ENCASED IN POLYETHYLENE WRAP.
3. ALL SERVICE LATERALS SHALL HAVE TRACER WIRE.
4. ALL WORK SHALL CONFORM TO THE MOST RECENT EDITION OF "STANDARD SPECIFICATIONS FOR SEWER AND WATER CONSTRUCTION IN WISCONSIN" AND THE MUNICIPALITY'S STANDARD SPECIFICATIONS.
5. WATER LINE THRUST RESTRAINTS (NOT SHOWN FOR CLARITY) SHALL BE PROVIDED AS SPECIFIED FOR CONCRETE THRUST BLOCKS.
6. STORM SEWER SHALL BE PVC SDR 35 (ASTMD-3034) OR SCH 40.
7. NOTIFY THE MUNICIPALITY THREE WORKING DAYS PRIOR TO WORK IN THE RIGHT OF WAY.
8. CONNECTIONS TO MUNICIPALITY SYSTEMS SHALL BE IN ACCORDANCE WITH THEIR STANDARD SPECIFICATIONS.

Benchmarks		
Label	Elevation	Description
BM 1	868.24	HYDRANT TOP NUT
BM 2	869.43	HYDRANT TOP NUT

SHEET KEY NOTES:

1. NEW 6" FIRE SERVICE. SEE INSET DETAIL A THIS SHEET. CONTACT TOWN 3 WORKING DAYS PRIOR TO WORK BEING DONE IN RIGHT-OF-WAY. TO MATCH EXISTING PIPE MATERIAL
2. GAS SERVICE
3. ELECTRICAL SERVICE
4. CONNECT EXISTING DOWNSPOUT
5. EXISTING GATE VALVE
6. NEW 6" X 6" X 6" TEE
7. NEW 6" GATE VALVE
8. RELOCATED HYDRANT





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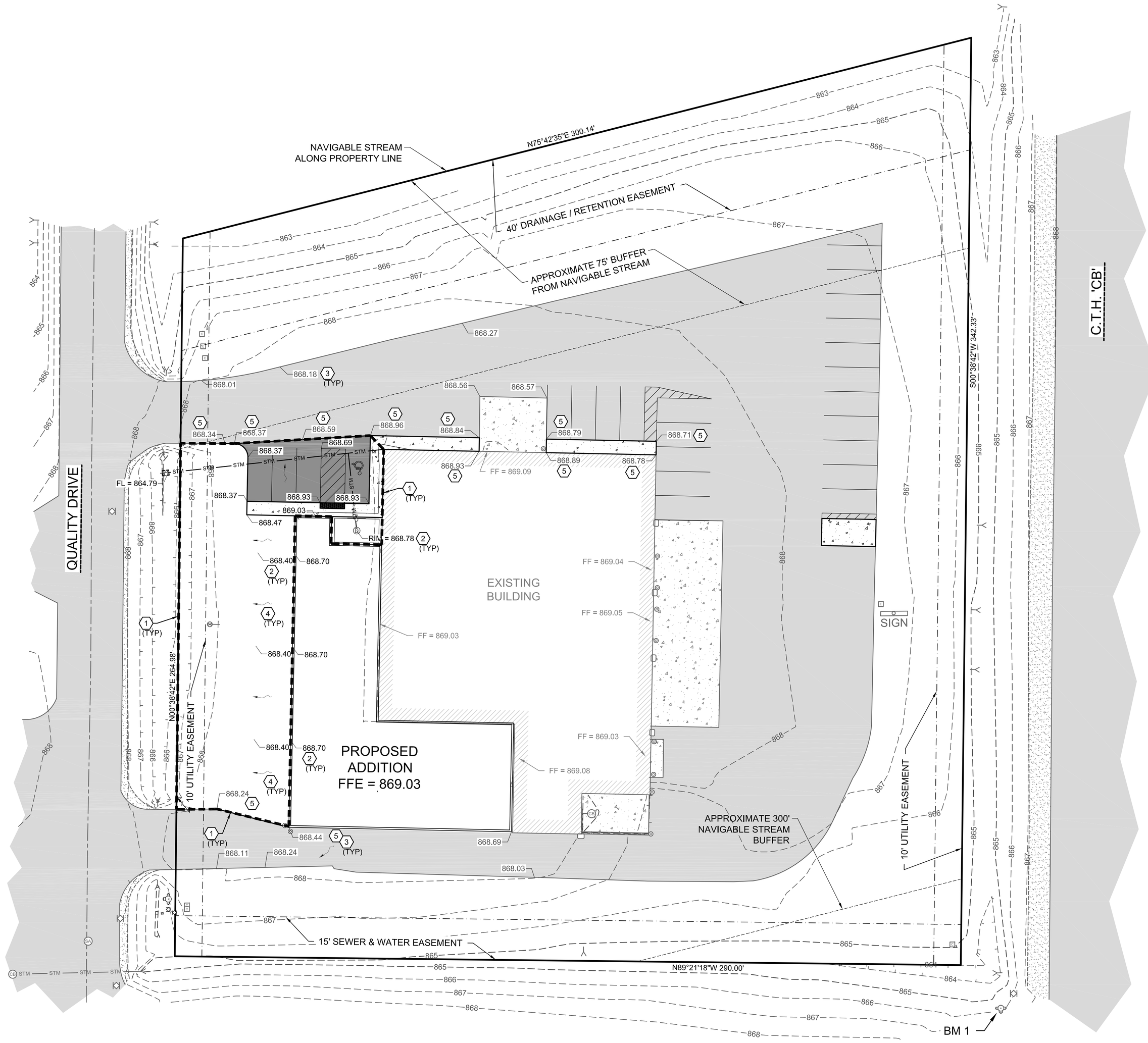
DESIGNER	J. EHRFURTH
DRAWN BY:	RPH
IED PROJECT MANAGER:	---
EXPEDITOR:	---
SUPERVISOR:	---
CONTRACT NO.	---
IED NO:	---
DATE:	SEPTEMBER 19, 2017
SHEET:	C3.0

GRADING PLAN

Benchmarks		
Label	Elevation	Description
BM 1	868.24	HYDRANT TOP NUT
BM 2	869.43	HYDRANT TOP NUT



SHEET KEY NOTES:

1. GRADING LIMITS
2. PROPOSED SPOT GRADE; SEE DETAIL A, THIS SHEET
3. EXISTING SPOT GRADE; SEE DETAIL A, THIS SHEET
4. DRAINAGE ARROW
5. MATCH EXISTING GRADE

636.60 — T.O.C.
636.10 — GUTTER/PVMT

636.7 — FIN. GRADE

A
SPOT GRADE KEY

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IED PROJECT MANAGER: ---
EXPEDITOR: ---
SUPERVISOR: ---
CONTRACT NO. ---
IED NO: ---
DATE: SEPTEMBER 19, 2017
SHEET: C4.0

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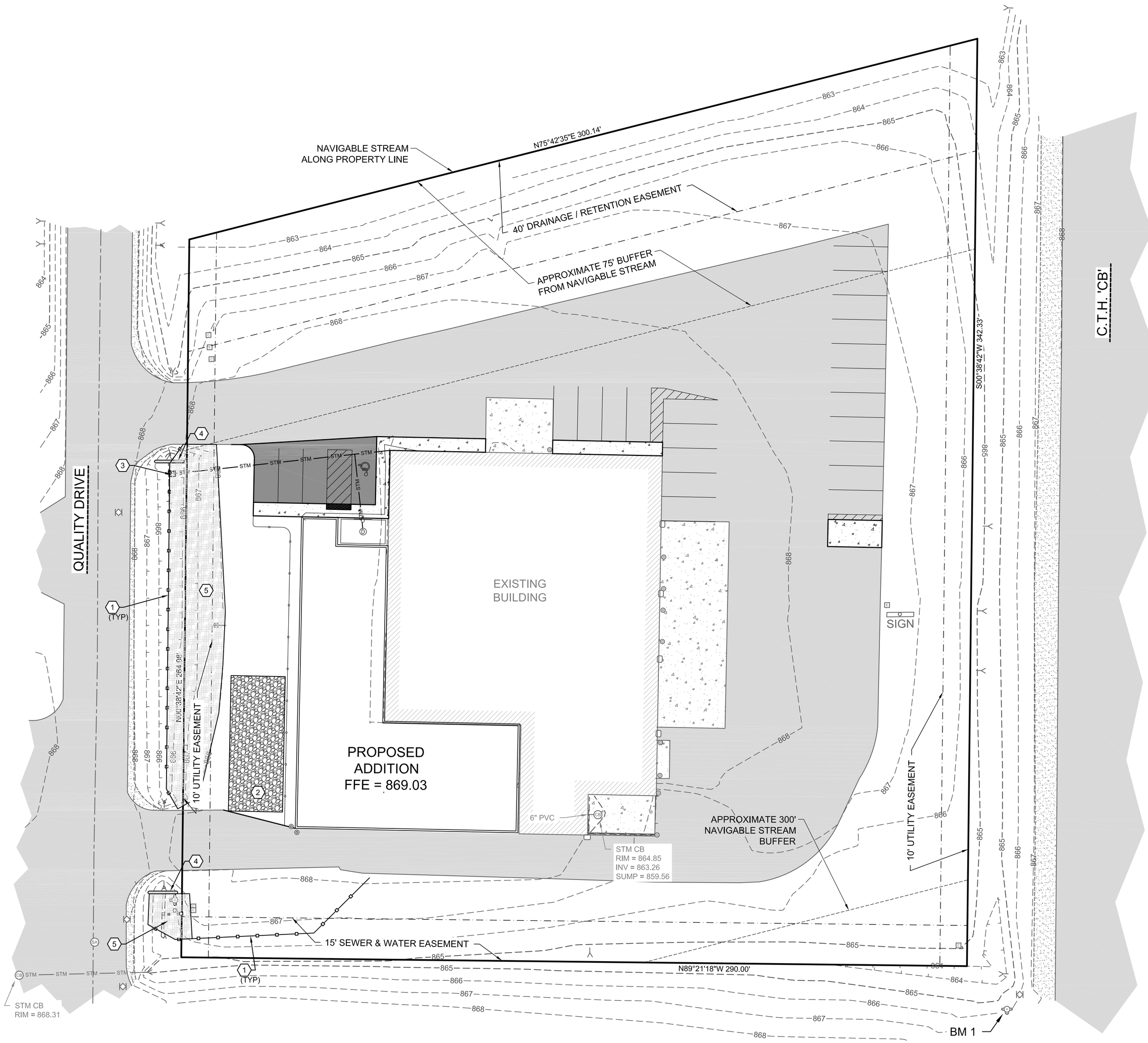
SEDIMENT & EROSION CONTROL PLAN

SHEET KEY NOTES:

1. SILT FENCE; SEE DETAIL A SHEET C5.1
2. ALL EXCAVATION TO OCCUR FROM PAVED SURFACES. IF EXCAVATION WILL OCCUR OUTSIDE PAVE AREAS CONTRACTOR SHALL INSTALL STONE TRACKING PAD; SEE DETAIL B SHEET C5.1
3. ENERGY DISSIPATOR; SEE DETAIL D SHEET C5.1
4. CURLEX SEDIMENT LOGS, SEE DETAIL E SHEET C5.1
5. CHANNEL - CLASS 1 URBAN, TYPE B WOOD EROSION CONTROL MAT WITH E-STAPLES; SEE DETAIL F SHEET C5.1



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SEDIMENT & EROSION CONTROL DETAILS

PLANNED EROSION CONTROL PRACTICES:

1. SILT FENCE (TECH. STANDARD 1056)
   SILT FENCING WILL BE REQUIRED DOWNSLOPE OF ALL DISTURBED AREAS, INCLUDING ANY DISTURBED AREAS OF THE INDIVIDUAL LOTS, AND WHERE NOTED ON THE SITE PLAN. IF THE SILT FENCE IS LOCATED IN A CHANNELIZED AREA, TWO CONSECUTIVE SILT FENCES WILL BE INSTALLED, OR ONE STRAW BALE FENCE WILL BE INSTALLED.
2. DUST CONTROL (TECH STANDARD 1068)
   DUST CONTROL SHALL BE IMPLEMENTED IN ACCORDANCE WITH THE ABOVE MENTIONED TECHNICAL STANDARD. WHERE POSSIBLE DUST CONTROL SHALL BE WISDOT TYPE B SOIL STABILIZER OR TEMPORARY SEED.
3. STOCKPILED TOPSOIL/TEMPORARY FILL PILES
   SILT FENCING OR STRAW BALE FENCING WILL BE REQUIRED AROUND ALL STOCKPILED TOPSOIL OR TEMPORARY FILL PILES. SOIL PILES OF MORE THAN 10 CUBIC YARDS THAT WILL BE IN EXISTENCE FOR MORE THAN 7 DAYS SHALL BE SEEDED AND/OR MULCHED TO PROVIDE VEGETATIVE COVER AND SHALL USE SILT FENCING OR STRAW BALES FENCING UNTIL THE VEGETATION IS ESTABLISHED.
4. TEMPORARY CONSTRUCTION ENTRANCE/EXIT (TECH. STANDARD 1057)
   A NEW GRAVEL CONSTRUCTION ENTRANCE WILL BE INSTALLED AT ALL CONSTRUCTION ACCESS POINTS TO PREVENT SEDIMENT FROM TRACKING ONTO THE ROADWAYS.
5. DEWATERING (TECH STANDARD 1061)
   SHOULD DEWATERING BE REQUIRED FOR INSTALLATION OF PLANNED IMPROVEMENTS, SEDIMENT SHALL BE REMOVED FROM WATER GENERATED DURING DEWATERING ACTIVITIES PRIOR TO DISCHARGING OFF-SITE OR TO WATERS OF THE STATE.

MAINTENANCE PLAN:

1. ALL EROSION CONTROL AND STORM WATER MANAGEMENT PRACTICES WILL BE CHECKED FOR STABILITY AND OPERATION EVERY 7 DAYS AND WITHIN 24 HOURS OF A STORM PRODUCING AT LEAST 0.5 INCHES OF RAINFALL. ANY NEEDED REPAIRS WILL BE MADE IMMEDIATELY TO MAINTAIN ALL PRACTICES AS DESIGNED. ALSO, ANY SEDIMENT THAT HAS BEEN DEPOSITED OFF-SITE FROM THIS CONSTRUCTION PROJECT SHALL BE CLEANED UP IMMEDIATELY.
2. REMOVE SEDIMENT FROM BEHIND ANY SILT FENCE WHEN IT HAS ACCUMULATED TO A DEPTH OF ½ FENCE HEIGHT OR MORE. WHEN THE FENCE CAN NO LONGER FILTER WATER OR TRAP SEDIMENT, REPAIR THE SILT FENCE TO PROVIDE AN EFFECTIVE BARRIER.
3. ALL SEEDED AREAS, INCLUDING THE GRASS LINED CHANNELS, WILL BE RESEEDED AND MULCHED AS NECESSARY TO MAINTAIN A VIGOROUS, DENSE VEGETATIVE COVER.
4. ANY UNPROTECTED DRAINAGE DITCHES EXPERIENCING EXCESSIVE EROSION AND CHANNEL DEGRADATION DUE TO HIGH RUNOFF VOLUMES WILL BE REGRADED AND COVERED WITH A BIODEGRADABLE EROSION CONTROL MAT. INSTALLATION WILL FOLLOW MANUFACTURER'S RECOMMENDATIONS.
5. REMOVE SILT FENCE AND TEMPORARY STRUCTURES AFTER FINAL STABILIZATION AND VEGETATIVE COVER IS ESTABLISHED.
6. SEDIMENT THAT HAS MIGRATED OFF SITE ONTO ADJACENT PROPERTIES SHALL BE SWEPT OFF PAVEMENTS AND REMOVED FROM VEGETATED AREAS DAILY.
7. COPIES OF THE EROSION & SEDIMENT CONTROL PLAN SHALL BE KEPT ON SITE.
8. MAINTAIN EROSION AND SEDIMENT CONTROL PER THE PLAN AND AS NECESSARY TO MEET THE REQUIREMENTS OF THE ORDINANCE, UNTIL THE SITE HAS UNDERGONE FINAL STABILIZATION AND RECEIVED FINAL ACCEPTANCE FROM THE MUNICIPALITY.
9. AN EROSION AND SEDIMENT CONTROL PRACTICE INSPECTION LOG SHALL BE MAINTAINED. LOG SHALL NOTE THE TIME, DATE AND LOCATION OF INSPECTION, THE PHASE OF CONSTRUCTION AT THE SITE, PERSON DOING THE INSPECTION, ASSESSMENT OF CONTROL PRACTICES, AND DESCRIPTION OF EROSION AND SEDIMENT CONTROL MEASURES OR MAINTENANCE DONE IN RESPONSE TO INSPECTION.

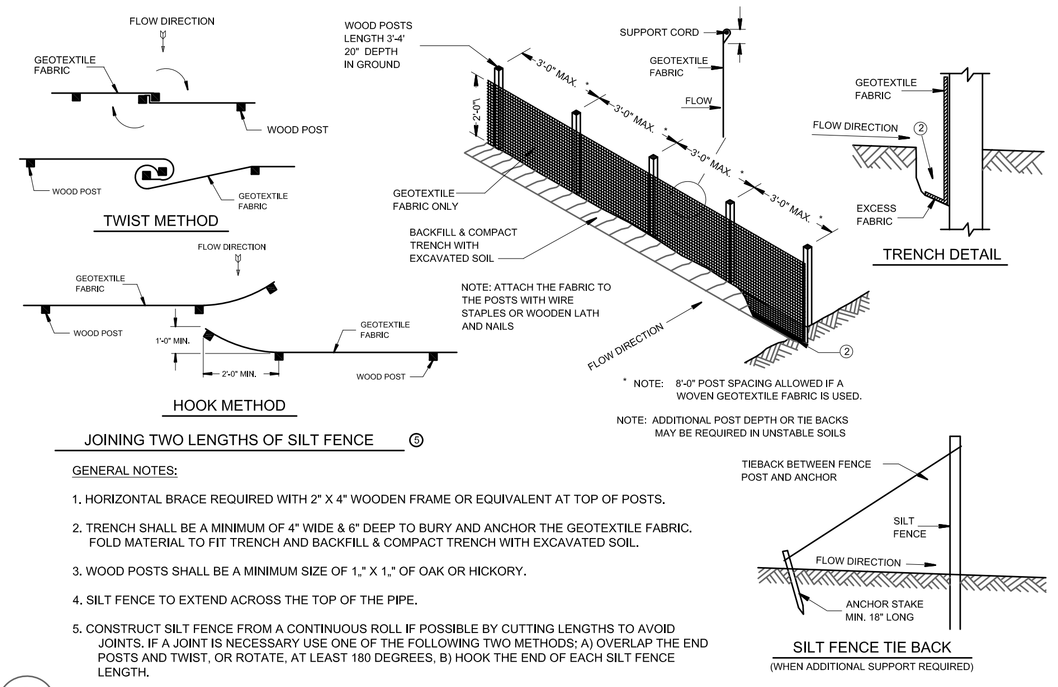
CONSTRUCTION NOTES:

1. TOPSOIL TO BE REMOVED FROM THE PROJECT SITE PRIOR TO PLACEMENT OF FILL OR SUBGRADE MATERIAL. EXCESS TOPSOIL TO BE STOCKPILED ON THE SITE AS INDICATED.
2. ALL EXCAVATED AREAS NOT RECEIVING PAVEMENT TO BE COVERED WITH A MINIMUM OF 6" OF TOPSOIL, SEEDED AND MULCHED AS SOON AS FINAL GRADE HAS BEEN ACHIEVED. SEEDING SHALL BE IN ACCORDANCE WITH WDNR TECH. STANDARD (1059).
3. EROSION CONTROL METHODS SHALL BE IMPLEMENTED, AS DIRECTED BY THE ENGINEER, PRIOR TO AND DURING CONSTRUCTION, TO CONTROL WATER POLLUTION, EROSION AND SILTATION, INCLUDING, BUT NOT LIMITED TO HAY BALE DIKES AND SILT FENCES. ALL EROSION CONTROL MEASURES SHALL BE INSTALLED AND MAINTAINED IN ACCORDANCE WITH THE WDNR TECHNICAL STANDARDS.
4. CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS.
5. CONTRACTOR IS RESPONSIBLE FOR CONTACTING DIGGERS HOTLINE FOR THE LOCATION OF THE UTILITIES.
6. SITE DEWATERING IS NOT ANTICIPATED, HOWEVER SHOULD DEWATERING BE NECESSARY, IT SHALL BE PERFORMED IN ACCORDANCE WITH WDNR TECHNICAL STANDARD (1061).
7. THE CONTRACTOR SHALL DISPOSE OF ALL WASTE AND EXCESS MATERIAL AT AN APPROVED LOCATION.

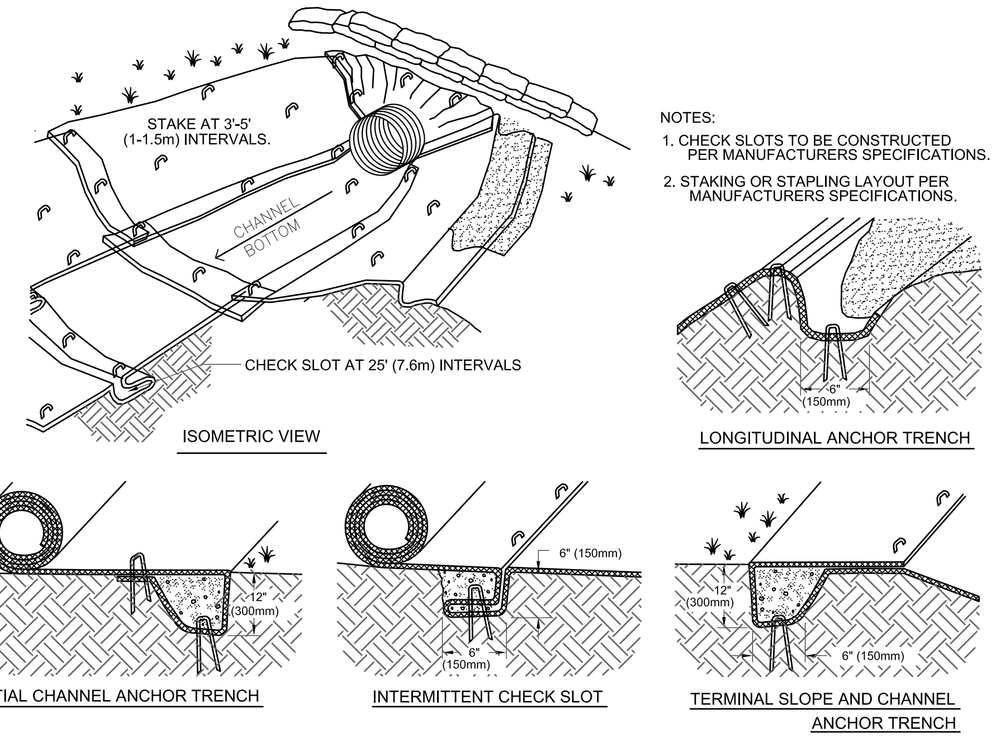
CONSTRUCTION SEQUENCE:

FALL 2017 - SPRING 2018

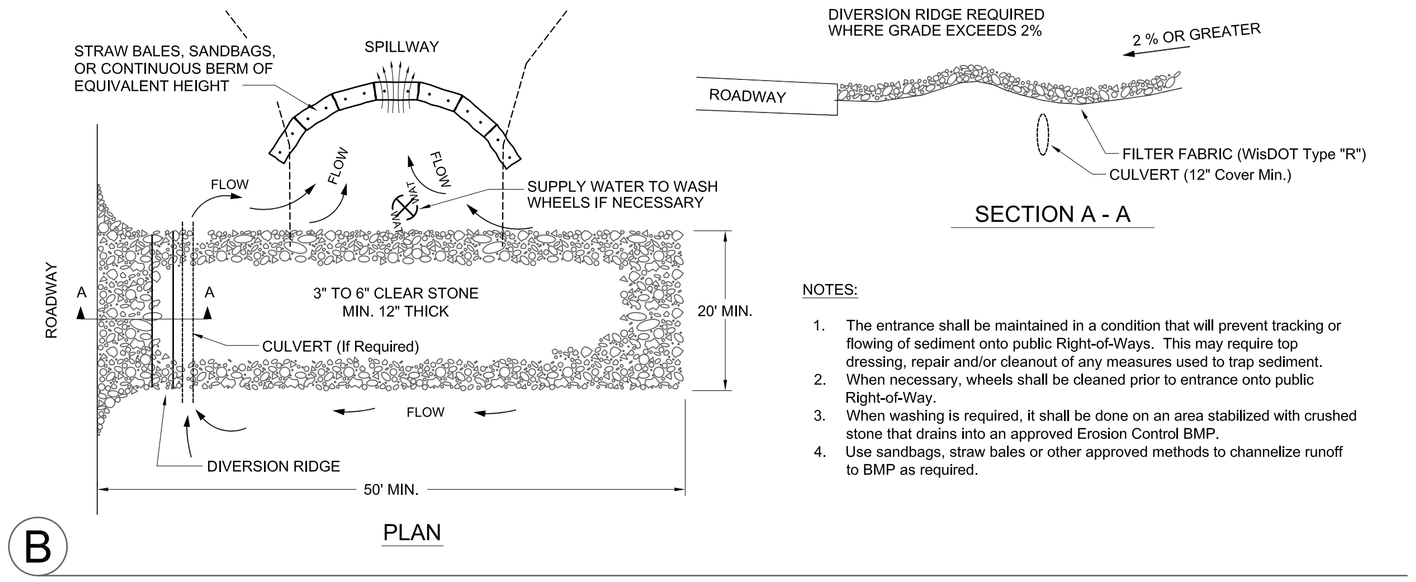
- INSTALL EROSION CONTROL DEVICES IN ACCORDANCE WITH THE WDNR TECHNICAL STANDARDS AND STORMWATER MANAGEMENT PLAN.
- STRIP TOPSOIL WITHIN GRADING LIMITS
- ROUGH GRADE SITE
- CONSTRUCT BUILDING
- INSTALL SITE UTILITIES
- INSTALL BASECOURSE
- TOPSOIL, SEED, FERTILIZE AND MULCH/EROSION MAT
- INSTALL PAVEMENT
- RE-SEED ANY UNVEGETATED AREAS
- REMOVE EROSION CONTROL BMPS UPON SITE STABILIZATION



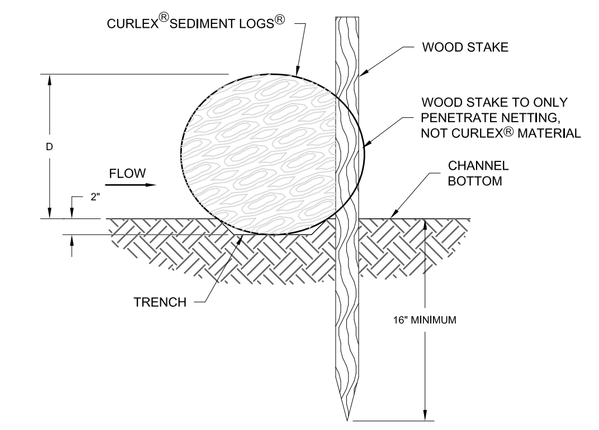
A
SILT FENCE



C
EROSION CONTROL MAT FOR CHANNEL INSTALLATION



B
STONE TRACKING PAD



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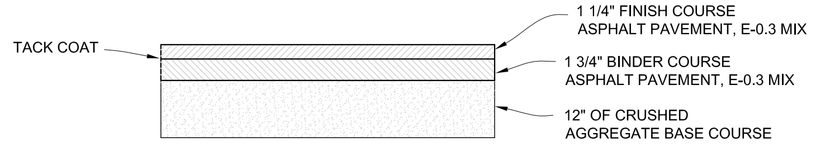
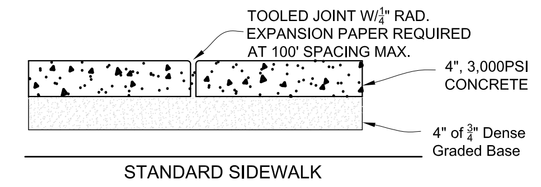
DESIGNER: J. EHRFURTH
DRAWN BY: RPH
IED PROJECT MANAGER: ---
EXPEDITOR: ---
SUPERVISOR: ---
CONTRACT NO. ---
IED NO: ---
DATE: SEPTEMBER 19, 2017
SHEET: C5.1

SITE DETAILS



NOTES
1. CONSTRUCTION SHALL BE IN ACCORDANCE WITH WISCONSIN DOT STANDARD SPECIFICATION FOR ROAD AND BRIDGE CONSTRUCTION.

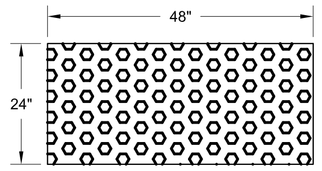
A
STANDARD ASPHALT PAVEMENT SECTION



STANDARD SIDEWALK

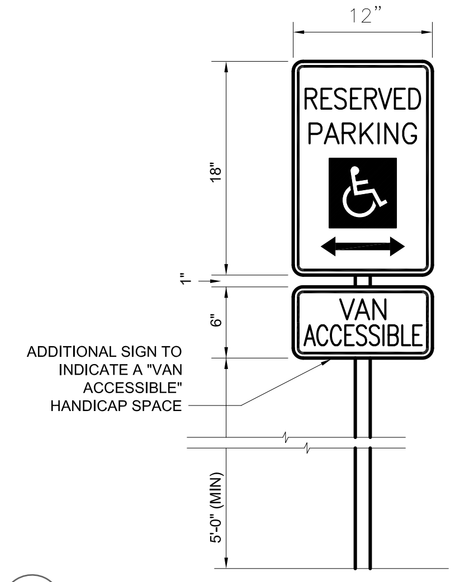
NOTES:
1. CONCRETE SHALL RECEIVE A BROOMED FINISH.
2. JOINT SPACING SHALL BE 5' OR WIDTH OF SIDEWALK, WHICHEVER IS GREATER. (10' MAX).
3. SIDEWALK WIDTH VARIES.

B
CONCRETE SIDEWALK

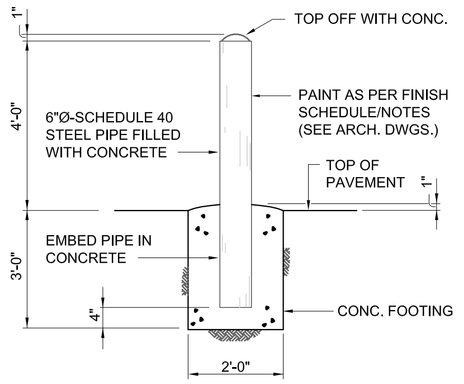


NOTES:
1. TRUNCATED DOME DETECTABLE WARNING PLATE. PLATE SHALL BE UNFINISHED NEENAH FOUNDRY R-4984 OR EQUIVALENT. (TYP)
2. DETECTABLE WARNING SHALL BE PLACED WHERE PEDESTRIAN TRAFFIC IS AT GRADE WITH VEHICULAR TRAFFIC.

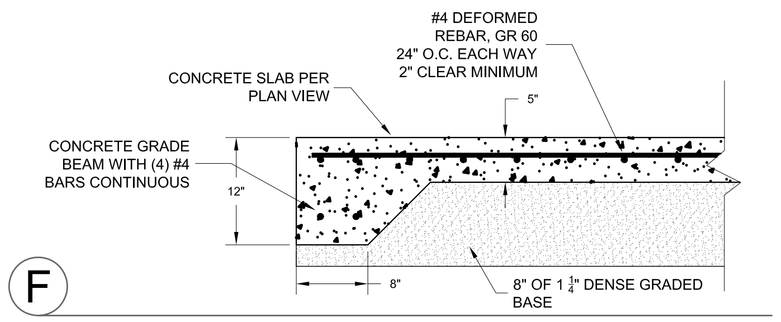
C
DETECTABLE WARNING PLATE



D
HANDICAP SIGN



E
PIPE BOLLARD - 6"



F
DUMPSTER ENCLOSURE PAD

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PLANT SCHEDULE

TREES

QUANTITY	SYMBOL	SCIENTIFIC NAME	COMMON NAME	PLANTING SIZE	MATURE SIZE
7		MALUS HYBRIDA	BRANDYWINE CRABAPPLE	1.25" CALIPER	15'-20'

EVERGREEN SHRUBS

QUANTITY	SYMBOL	SCIENTIFIC NAME	COMMON NAME	PLANTING SIZE	MATURE SIZE
17		TAXUS X MEDIA 'TAUTONI'	TAUTONI YEW	18"-24"	5'-6'

SHRUBS

QUANTITY	SYMBOL	SCIENTIFIC NAME	COMMON NAME	PLANTING SIZE	MATURE SIZE
4		HYDRANGEA ARBORESCENS 'ANNABELLE'	ANNABELLE HYDRANGEA	3 GAL	4'

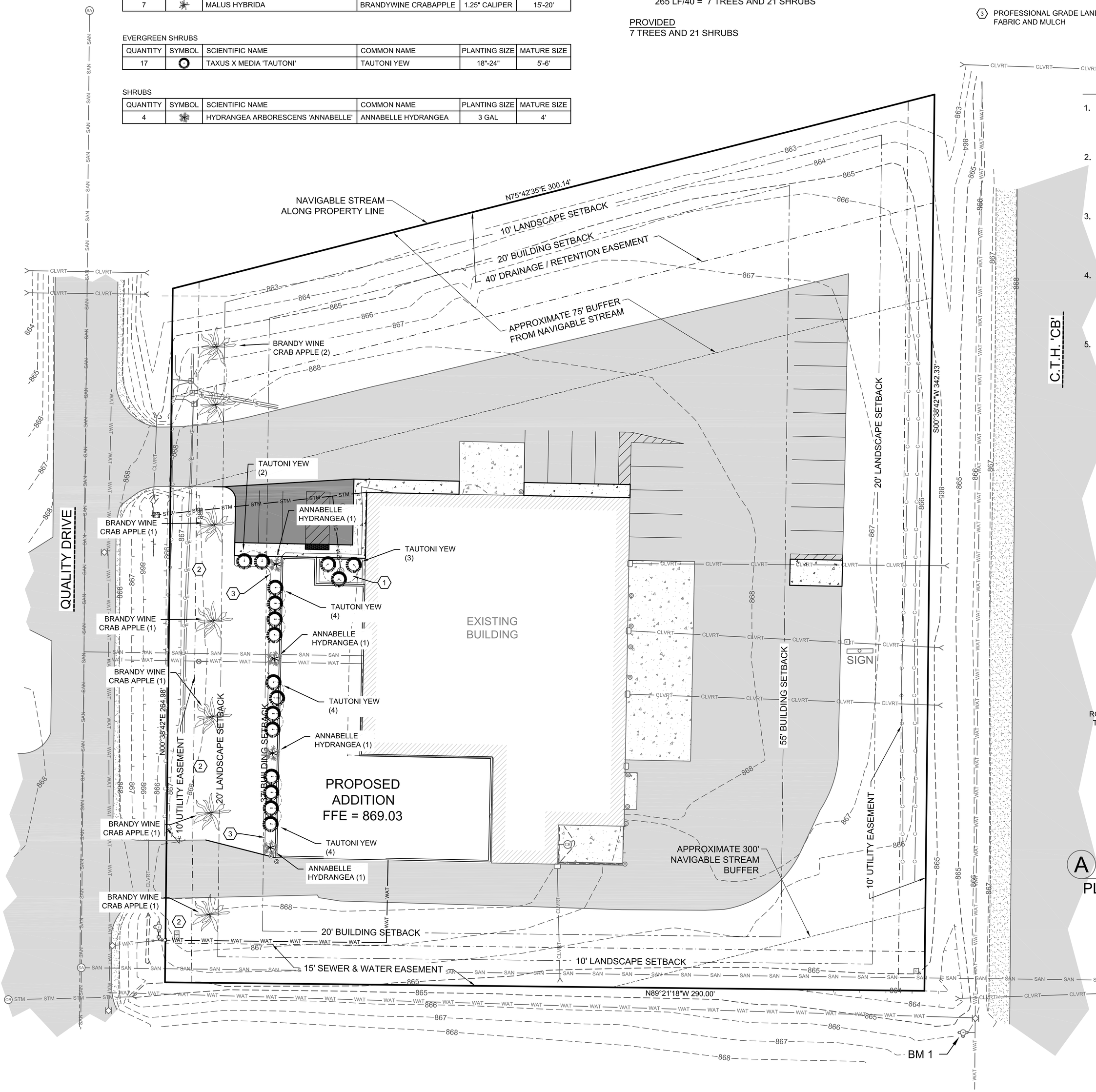
LANDSCAPE REQUIREMENTS

LOT LINE LANDSCAPING
1 TREE AND 3 SHRUBS / 40 LF FRONTAGE
265 LF/40 = 7 TREES AND 21 SHRUBS

PROVIDED
7 TREES AND 21 SHRUBS

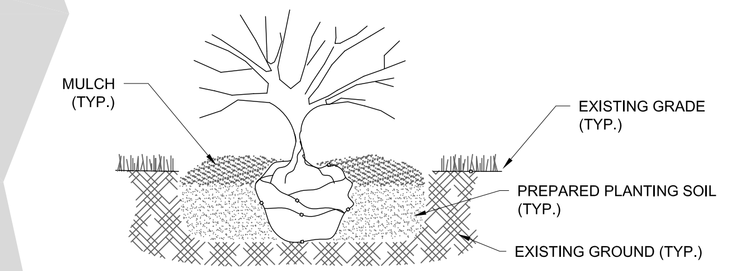
SHEET KEY NOTES:

1. STONE MULCH AND WEED BARRIER FABRIC
2. UNLESS NOTED OTHERWISE, ALL DISTURBED AREAS TO RECEIVE 6" OF TOPSOIL, SEED, AND MULCH
3. PROFESSIONAL GRADE LANDSCAPE EDGING WITH WEED BARRIER FABRIC AND MULCH

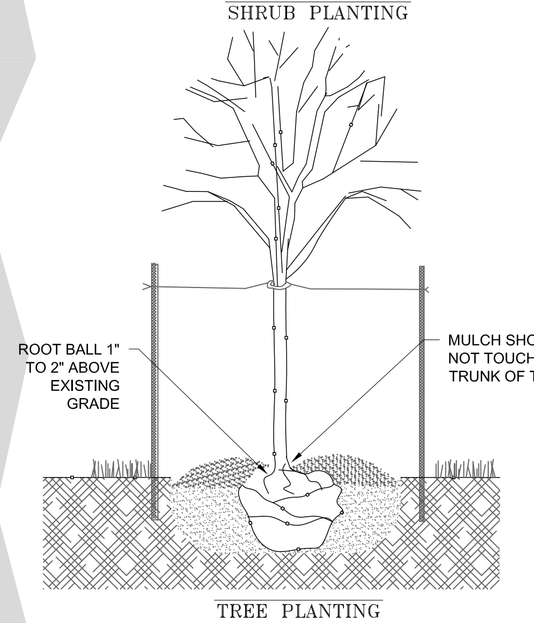


LANDSCAPE NOTES

1. DIAMETERS OF PLANT MATERIALS AS DRAWN ARE REPRESENTATIVE OF PLANTS AT OR NEAR MATURITY RATHER THAN AT INITIAL PLANTING SIZES.
2. THE PLANT LIST IS INTENDED AS A GUIDE FOR THE CONTRACTOR. IN THE EVENT OF DISCREPANCY BETWEEN THE NUMBER OF PLANTS ON THE PLANT LIST AND ON THE DRAWING, THE GREATER NUMBER SHALL APPLY.
3. ADJUSTMENTS IN LOCATIONS OF PLANT MATERIALS MAY BE NECESSARY DUE TO NEW OR EXISTING UTILITIES OR SITE OBSTRUCTIONS. REVIEW WITH ARCHITECT BEFORE ADJUSTMENTS ARE MADE.
4. ALL SHRUBS OCCURRING IN CONTINUOUS ROW OR FORMAL ARRANGEMENT SHALL HAVE UNIFORM HEIGHT, SPREAD AND HABIT OF GROWTH. FOR GROUNDCOVER LOCATIONS, FILL AREA WITH QUANTITY OF PLANTS DESIGNATED; EVENLY SPACED.
5. A MINIMUM OF 12" DEPTH OF 50% TOPSOIL AND 50% COMPOST SHALL BE PLACED IN ALL BED AREAS BY THE CONTRACTOR PRIOR TO PLANT INSTALLATION.
6. MULCH TREES WITH MIN. 3" DEPTH OF GRAVEL OR HARDWOOD MULCH AS NOTED ON PLAN AND PER DETAILS. MULCH SHALL EXTEND IN A CONTINUOUS LAYER WITHIN PLANTING BEDS FROM FACE TO FACE OF SITE STRUCTURES - WALKS, BUILDING, OR OTHER PLANT BED LIMITS.
7. PROTECT EXISTING LAWN AREAS; REPAIR ANY CONTRACT RELATED DAMAGE TO LAWN AREAS.
8. THE CONTRACTOR SHALL MAINTAIN ALL PLANTS AND BEDS FOR A 60 DAY PERIOD AFTER ACCEPTANCE OF THE WORK BY THE ARCHITECT. THIS INCLUDES REGULAR WATERING, WEEDING AND MOWING.
9. THE CONTRACTOR SHALL GUARANTEE ALL PLANT MATERIALS FOR ONE-YEAR FROM DATE OF ACCEPTANCE. BEFORE END OF WARRANTY PERIOD CONTRACTOR SHALL REPLACE ALL TREES, SHRUBS OR PLANTINGS NOT ALIVE OR IN A HEALTHY GROWING CONDITION.
10. SEED ALL DISTURBED AREAS WITH WDot No. 40 GRASS MIX.



SHRUB PLANTING



TREE PLANTING

PLANTING NOTES:

1. PLANTING HOLE SHALL BE A MINIMUM OF TWO TIMES THE DIAMETER OF THE ROOT BALL, AND EQUAL TO THE DEPTH OF THE ROOT BALL.
2. EXCAVATED SOIL FROM PLANTING HOLE SHALL BE MIXED WITH 1 PART POTTING SOIL TO 2 PARTS EXCAVATED SOIL.
3. PLANT SO THAT THE ROOT COLLAR WILL BE 1" TO 2" ABOVE EXISTING GRADE.
4. IF BALLED AND BURLAPED, PLACE PLANT IN HOLE, CUT THE BALLING TWINE, AND PEEL BACK THE TOP TWO THIRDS OF BURLAP. IF POTTED REMOVE POT, AND PLACE PLANT INTO HOLE.
5. BACKFILL HOLE WITH PREPARED SOIL, AND MOUND SOIL 2" TO 3" HIGH IN A RING AT THE PERIMETER OF THE EXCAVATED HOLE. WATER AND SMOOTH RING PRIOR TO MULCHING.
6. MULCH WITH 3" OF SHREDDED HARDWOOD MULCH OR LANDSCAPE STONE (RIVER ROCK, NOT CRUSHED STONE)
7. IF STAKING IS REQUIRED FOR TREES TWO STAKES SHALL BE USED ONE ON THE PREVAILING WIND SIDE OF THE TREE, AND THE OTHER STAKE ON THE OPPOSITE SIDE. STAKES SHALL BE FASTENED TO THE TREE USING RUBBER TUBING, OR NYLON STRAPPING.
8. THE PLANT LIST IS INTENDED AS A GUIDE FOR THE CONTRACTOR. IN THE EVENT OF DISCREPANCY BETWEEN THE NUMBER OF PLANTS ON THE PLANT LIST AND ON THE DRAWING, THE GREATER NUMBER SHALL APPLY.

A
PLANTING DETAIL

LANDSCAPE PLAN

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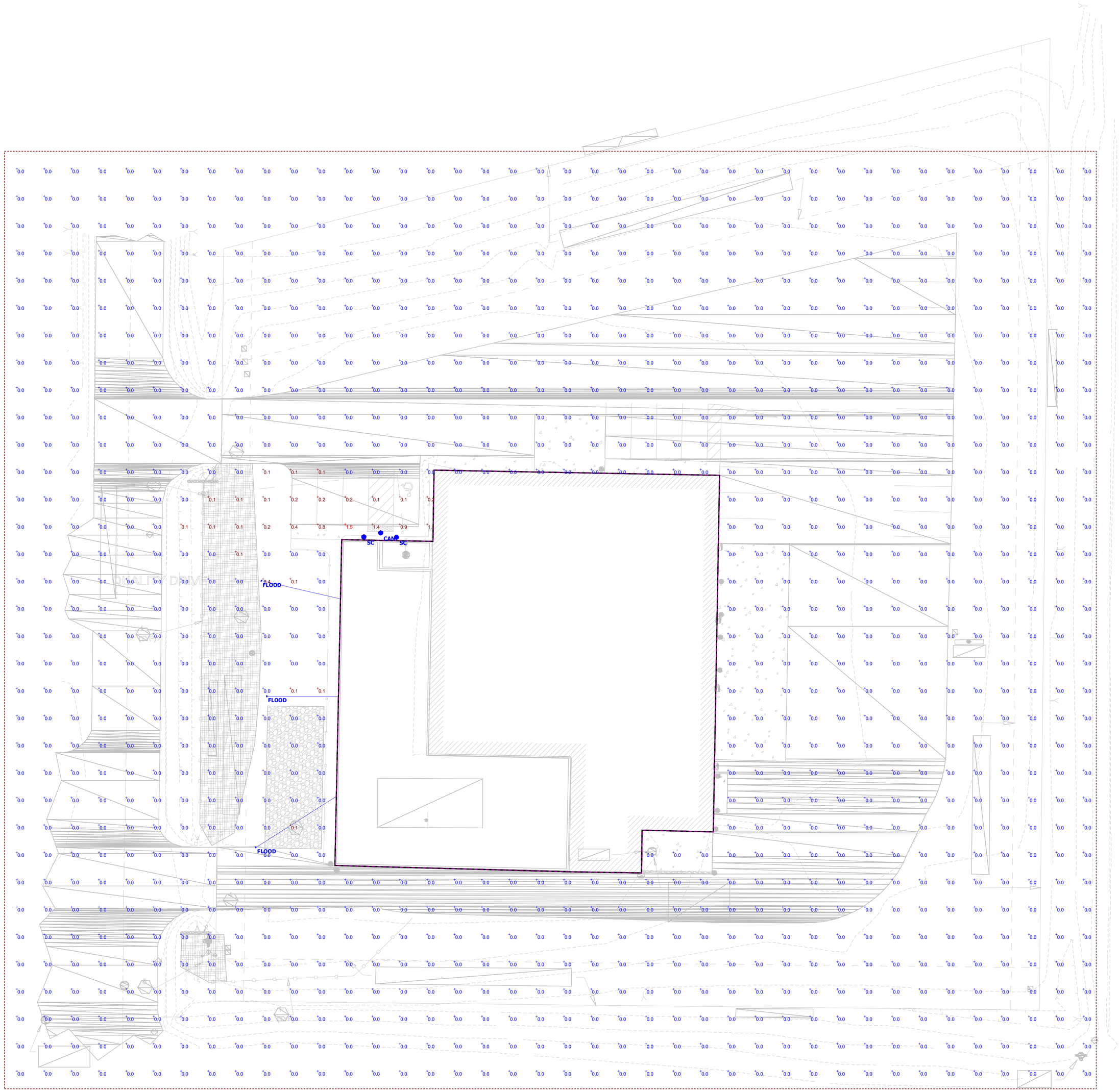
N

20 10 0 20 40
Graphic Scale



Plan View
Scale - 1" = 20ft

Designer

Date
9/20/2017
Scale
Not to Scale
Drawing No.

Summary

PLANNING COMMISSION MEETING
September 25th, 2017
AGENDA ITEM 2(d)

AGENDA ITEM

TO: Greenville Planning Commission

FROM: Dave Tebo, Director of Community and Economic Development

SUBJECT: Discussion and possible action on East Central Wisconsin Regional Planning Commission (ECWRPC) proposal for assistance with the preparation of a Year 2040 Comprehensive Plan update including the development of a Bicycle and Pedestrian Plan.

KEY FACTS:

1. Based on past excellent work experience with ECWRPC the Town has approached them for a proposal to accomplish state mandated Comp Plan Update due by 2019;
2. Key elements of proposal include:
   a. Eric Fowle will be key planner/facilitator for Comp Plan update with responsibilities shared with Town staff, including GIS, to keep costs down;
   b. East Central will take lead in development of formal Bike and Pedestrian Plan;
   c. Incorporation of new Strategic Foresight strategies throughout update and planning process;
3. Total financial cost expected is $**19,250 ($12,750 for a full-blown Bike/Ped Plan and $6,500 for assisting with Comp Plan Update).** These costs are made possible by Technical Assistance grants from ECWRPC of $4,000.

REQUESTED PLANNING COMMISSION ACTION:

Eric Fowle is not able to attend the Sept. 25th Planning Commission meeting but will present this proposal formally to the Town Board on Monday, October 9th. The required financial commitment of $19,250 will be considered by the Town Board in their 2018 budgeting process if the proposal is of interest to them. Town staff will present an overview of the ECWRPC proposal to the PC on the 25th.

If after your review of this document you feel as we do that this proposal presents both an effective and resource efficient approach to our Comp Plan update needs please consider the following:

Motion, to recommend to the Town Board that they accept the ECWRPC contract for assistance with the preparation of year 2040 Comprehensive Plan update including the development of a bike and pedestrian plan.

ATTACHMENTS:

ECWRPC Contract Proposal

East Central Wisconsin Regional Planning Commission

Scope of Work & Contract for Services to the Town of Greenville, Wisconsin for:

Assistance with the Preparation of Year 2040 Comprehensive Plan Update Including the Development of a Bicycle & Pedestrian Plan

Sept. 18, 2017

East Central Wisconsin Regional Planning Commission
ECWRPC
Calumet • Fond du Lac • Menominee • Outagamie
Shawano • Waupaca • Waushara • Winnebago

East Central Wisconsin Regional Planning Commission
ECWRPC
Calumet • Fond du Lac • Menominee • Outagamie
Shawano • Waupaca • Waushara • Winnebago

September 18, 2017

Mr. Dave Tebo, Community Development Director
W6860 Parkview Drive
P.O. Box 60
Greenville, WI 54942

RE: Draft Contract and Scope of Services for assistance with the preparation of an update to the Town of Greenville's Comprehensive Plan, including the development of a Bicycle & Pedestrian Plan.

Dear Mr. Tebo,

Per your request, please find enclosed a draft scope of work and contract for providing assistance with the preparation of an update to the Town of Greenville's Comprehensive Plan for consideration by your Plan Commission and Board. This document has been updated based on recent meetings and discussions.

I am more than happy to attend any future meetings to discuss the proposal and answer any questions. We hope that you find our proposal favorable and we hope we can work with the Town in this capacity in the near future.

If you have any questions in the interim please contact me at (920) 751-4770 or via email at efowle@ecwrpc.org.

Sincerely,

Eric Fowle, AICP
Executive Director

Enclosure

Table of Contents

Contract Agreement..... 4

Appendix A: Scope of Services 6

Appendix B: Bicycle & Pedestrian Plan Tasks …….. 12

Appendix C: East Central Wisconsin Regional Planning Commission – Shortform for Locally Funded Contracts 13

CONTRACT BETWEEN

EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION (COMMISSION)
AND TOWN OF GREENVILLE, WISCONSIN

FOR PROJECT NUMBER: 2427-17
COMPREHENSIVE PLAN UPDATE
& BICYCLE PEDESTRIAN PLAN

This CONTRACT, made and entered into by and between East Central Wisconsin Regional Planning Commission (COMMISSION) and the Town of Greenville, Outagamie County, Wisconsin (TOWN), to provide services described in detail herein and is for the purpose of:

Assistance with the preparation and update to the existing Town of Greenville Comprehensive Plan with a time horizon of 2040 and the preparation of a Bicycle & Pedestrian Plan.

The COMMISSION deems it advisable to engage the TOWN to provide certain services and has authority to contract for these services as permitted by its Bylaws. The COMMISSION will be compensated by the TOWN for services provided under this CONTRACT on the following cost basis:

a) An ACTUAL COST up to ***$19,250*** to be paid in **four (4)** installments for work completed between ***January 1, 2018 and March 30, 2019 as outlined in the Scope of Services, Appendix A (see Appendix B, Section III, Item 3 for a complete payment schedule).***

b) *The **final invoice** will be submitted once the **final services and materials have been submitted to the TOWN** and **both parties are in agreement** that the final products have been completed.*

The COMMISSION represents it is in compliance with the laws and regulations relating to its profession and signifies its willingness to provide the desired services.

The TOWN Representative and billing contact is Dave Tebo, Community Development Director for the Town of Greenville whose work address/e-mail address and telephone number is:

Greenville Town Hall
W6860 Parkview Drive
P.O. Box 60
Greenville, WI 54942
Phone: 757-5151
E-mail: dtebo@townofgreenville.com

The COMMISSION Representative is Eric Fowle, Executive Director, whose work address/e-mail address and telephone number is:

East Central Wisconsin Regional Planning Commission
400 Ahnaip Street, Suite 100
Menasha, WI 54952
Phone: 920-751-4770
E-mail: efowle@ecwrpc.org

The parties agree to all of the provisions which are annexed and made a part of the CONTRACT consisting of twenty-three (23) pages including cover sheets, Appendix A (Scope of Services), Appendix B (Bicycle Pedestrian Plan Tasks) and Appendix C (East Central's Shortform for Locally Funded Contracts).

For the TOWN OF GREENVILLE	**For the COMMISSION**
By:	By:
Jack Anderson, Chair Town of Greenville	Jerry Erdmann, Chair East Central WI RPC
Date: _____	Date: _____

Appendix A - Scope of Services

Town of Greenville Year 2040 Comprehensive Plan Update Assistance & Preparation of a Bicycle & Pedestrian Plan

Overview

This scope of services document outlines the tasks, activities, products, timelines, and costs for assisting Town of Greenville staff with an update of the Town of Greenville's Comprehensive Plan in accordance with Wisconsin State Statutes 66.1001. In addition, the preparation of an integrated Bicycle & Pedestrian Plan is included in this scope of work.

Planning History & Approach

East Central was hired previously (in 2009) to lead the process for the Town's last Comprehensive Plan Update (its current plan). East Central staff has been further involved in a number of smaller scale planning projects within the Town, including preparation of neighborhood concept plans, traffic/intersection analyses, an ongoing access study along the USH 15 corridor, as well as being integrally involved in the Town's Land Stewardship Committee and Agricultural Enterprise Area (AEA) activities. As such, it is well familiar with the issues and history of development within the Town and we feel strongly that long-range land use planning (and implementation) is of high importance, particularly for a rapidly growing community like Greenville.

In the current plan, East Central recommended – and the Town approved – the application of a "tiered development approach" which has since been implemented with great success. This approach, along with recent activities by the Land Stewardship Committee offers additional opportunities to solidify the vision for the preservation of the rural Greenbelt along the Town's western and southern edges. Comprehensive Planning can and should continue to play a strong role in such activities and the update of the plan offers the opportunity for the evaluation of additional implementation approaches and tools that could further strengthen this vision.

Meanwhile, urban growth continues and more complex land use and transportation issues arise as a result. Neighborhood scale planning, aesthetics and design, walkable environments, and transportation congestion issues are becoming more commonplace. Again, while great strides have been made by the Town in many of these areas, the Comprehensive Plan Update process offers the opportunity to further evaluate the existing and future character of the Town's many residential enclaves and commercial centers.

Given its knowledge and capabilities East Central was asked in early 2017 if it could provide assistance for the next formal update of the Comprehensive Plan beginning in 2018. Since the Town now has additional planning capacity with the recent creation of the Director of Community & Economic Development position, this proposal and its scope of work were crafted in a manner where project responsibilities are clearly shared – not only to reduce the overall project costs, but also to allow East Central staff give guidance and direction to the new Director as he sets up his own strategic process and framework for plan implementation and administration on a variety of fronts. However, East Central staff would be taking the lead on the development and incorporation of a formal Bicycle & Pedestrian Plan for the Town of Greenville.

To further guide the planning process this proposal includes a new component. A 2-part (possibly 3) public workshop, targeted at community leaders, businesses and residents will be held to conduct a "Strategic Foresight" process. Strategic Foresight is process that combines methods of 'futures work' with those of 'strategic management'. It is about understanding upcoming external changes in relation to internal capabilities and drivers. Strategy is a high level plan to achieve one or more goals under conditions of uncertainty. Strategic foresight happens when any planner uses scanned inputs, forecasts, alternative futures exploration, analysis and feedback to produce or alter plans and actions of the organization. Strategic planning always includes analysis, but it may or may not involve serious foresight on the way to developing a plan, or taking an action. A consideration of possible futures (alternative futures) and of probable futures (forecasts, predictions) is important to developing a preferred future (plan).

The process will follow the model laid out by respected Futurist, Rebecca Ryan and will allow for the thoughtful contemplation of future trends, topic identification, and scenario analysis. Four scenarios, including "Business As Usual", "Negative Disruptor", "Positive Disruptor", and "Aspirational" will be developed within a 'cone of plausibility'. Where practicable, the Town's new branding/marketing results will be incorporated into this process.

The workshop results will ultimately be reviewed for core elements and cross-over topics and a final list of prioritized future actions and activities will be generated which can then be incorporated into the Comprehensive Plan Update and other strategic operational plans of the Town as warranted. This process and the development of future scenarios will provide improved guidance to the Town with respect to the long-term impacts of, and effects on, land use and resiliency. Trends and topics in this process will be guided using the new Local Government Institute's "STEEP" Trends report (http://www.localgovinstitute.org/Portals/0/Documents/Library/publications/LGI%20STEEP%20Trends%20Doc%20FINAL%201216.pdf?ver=2017-04-17-123544-193&timestamp=1492557570496) STEEP stands for Society, Technology, Economy, Environment and Politics - critical dimensions of our world that impact all of our lives. These dimensions are important for understanding the future because trends unfolding in these dimensions today will change our world tomorrow.

Project Components, Tasks, and Responsibilities

East Central will work with the Town of Greenville Plan Commission as the primary body for discussion and decision-making throughout the process. It is recommended that due to the expanded nature of this project (the addition of the Bike/Ped Plan) that several additional ad hoc committee members be identified and recruited. These could be individuals already on existing Committees, or they could be citizens.

Plan Component (Approx. Timeframe)	Town of Greenville Task/Responsibility	ECWRPC Task / Responsibility	ECWRPC Cost Estimate
Admin / Coordination (Ongoing)	1. Meeting/agenda/material preparation and postings. 2. Coordination meetings with ECWRPC staff. 3. Invite/recruitment of Ad Hoc Plan Commission members.	1. Day to day plan coordination. 2. Billing, invoicing and reporting activities.	$500
Public Participation Plan Update (Jan.-Feb., 2018)	1. Review of draft materials. 2. Plan Commission/Town Board adoption process 3. Mailing of notices. 4. Writing of Newsletter article about process.	1. Preparation of updated Citizen Participation Plan documents. 2. Preparation of notices to adjacent/overlapping jurisdictions and non-metallic mine owners. 3. Attendance at kickoff meeting with Plan Commission	$500
(7) Plan Elements - Background Inventory & Updates (Issues & Opportunities, Transportation, Housing, Economic Development, Natural Resources, Community Facilities, Land Use) – (Jan – August, 2017)	*1.* Update data, maps and narrative for each element *(NOTE: This includes some data collection and mapping specifically required for the Bike/Ped plan component).* 2. Identification of major changes or accomplishments since adoption of current plan. 3. Scheduling and attending (lead) meetings of the Plan Commission to review, comment, and discuss background elements. 4. Writing of newsletter article regarding availability of draft documents.	1. Provide editable copies of current plan document 2. Provide GIS data files from current plan document. *3.* Review draft background elements and offer comments/information as required *(NOTE: ECWRPC staff will not be attending individual plan commission meetings for this component except for items related to the Bike/Ped Plan)* 4. Meet with Town staff to help identify major changes or accomplishments since adoption of last plan.	$1,000
Scenario Planning Workshops (July-Aug, 2017)	1. Work with ECWRPC to develop and co-lead a minimum of two (2) scenario planning workshops. 2. Preparation of materials 3. Prepare summary write up of workshops. 4. Meeting with ECWRPC staff to incorporate results into plan. 5. Incorporation of results into	1. Work with Town staff to develop and co-lead a minimum of two (2) scenario planning workshops. 2. Preparation of materials. 3. Review and editing of draft workshop summary report(s) 4. Debrief meeting with Town staff to	$3,250

	plan. 6. Writing of newsletter article regarding availability of documents.	incorporate into comprehensive plan.	
Bicycle & Pedestrian Plan (Jan-Oct., 2018)	1. Incorporation of tasks into comprehensive plan meetings 2. Development of data and mapping for inclusion in plan. 3. Review of draft Bike/Ped plan documents.	1. All tasks identified in Appendix B 2. Writing and printing of final document f (10 copies) and incorporation into comprehensive plan. 3. Writing of newsletter article regarding bike/ped plan component.	$12,750
Land Use Plan Map Development (Sept-Oct, 2018)	1. Meet with ECWRPC staff to develop and design one or more future land use concept maps 2. Meeting(s) with Plan Commission to review map.	1. Meet with Town staff to develop and design one or more future land use concept maps. 2. Conduct GIS mapping as needed for future land use map. 3. Meeting(s) with Plan Commission to review maps (1 max).	$1,250
Goals, Objectives & Strategy/Policy Updates (Sept-Nov., 2018)	1. Meet with ECWRPC staff to review information and discuss potential changes. Modification/re-writing of statements as required. 2. Meeting(s) with Plan Commission as needed.	1. Meet with Town staff to review information to date and discuss potential changes 2. Provide support at meetings with Plan Commission (2 mtgs. Maximum)	$1,000
Plan Implementation (Sept-Nov., 2018)	1. Meet with ECWRPC staff to develop plan implementation system. 2. Write up/edits to plan implementation chapter. 3. Write Newsletter article summarizing activity to date and plan adoption schedule.	4. Meet with Town staff to develop plan implementation system. 5. Review draft Plan Implementation element. 6. Provide support at meetings of the Plan Commission (1 meeting max.)	$1,000
Intergovernmental Meeting (Dec., 2018)	1. Preparation of Intergovernmental Cooperation plan element/writing. 2. Review and mail invites, agenda and materials. 3. Host/lead Plan Commission meeting. 4. Make edits based on comments/discussion as needed.	1. Review of draft Intergovernmental Cooperation plan element. 2. Develop invites, agenda and assist with materials. 3. Attend meeting.	$1,000

Plan Adoption (Jan-Feb, 2019)	1. Complete plan writing and preparation as needed. 2. Publish hearing notice. 3. Schedule meetings of Plan Commission and Town Board and develop/post agendas. 4. Provide draft copies of plan	1. Review final draft document for edits. 2. Provide sample public hearing notices and resolutions. 3. Attend Plan Commission/Public Hearing.	$750
Plan Printing / Distribution (Mar., 2019)	1. Distribution of comprehensive plan documents in digital form to required adj./overlapping units of government. 2. Posting of final plan on Town website.	1. Provide sample letter to adj./overlapping units of government	n/c
Cost Estimate Subtotal			**$23,250**
Less Technical Assistance & Program Discounts		Tech Assistance Pgm. Fox Cities MPO Pgm.	-$3,000 - $1,000
Total Cost Estimate			**$19,250**

Project Timeframe

Assistance on this project would begin on or about January 1, 2018 and tasks would be completed by March 30, 2019.

Contract Deliverables

The only deliverable associated with this contract will be 10 bound copies of the Bicycle & Pedestrian Plan. Plan printing for the final Comprehensive Plan can be done by East Central for $50.00 per copy, but these tasks/costs are not included in this estimate.

Cost Estimate, Method of Payment

East Central will invoice the Town in four (4) separate installments of $4,812.50 each. Three (3) payments will be made during calendar year 2018 and the remaining payment in April of 2019 at the completion of the project. Each invoice shall be accompanied by a short report of major tasks completed during each period.

Project Staffing

At a minimum, the following East Central staff will have some level of involvement in the project as described:

- Eric Fowle, AICP – Executive Director
- Kim Biedermann, Regional Bicycle & Pedestrian Coordinator

Continuing Planning Assistance

As continued member of the East Central Wisconsin Regional Planning Commission by virtue of Outagamie County, the Town of Greenville is entitled to receive continuing planning and support services, subject to our overall capacity, to implement this plan once completed.

Experience and References

East Central has been in existence since 1972 and its organization has been involved in numerous planning and development related issues through both programmatic and contractual work. Its current staff of 23 professionals has an impressive average employment of over 12 years. When working with communities on contract projects, these are some of the beneficial reasons that are given regarding our services:

1) Our overall cost and our ability to subsidize some costs for prior work done through Commission related programs. This includes our ability to fund some project related expenses, add-ons, or plan enhancements directly through one of our regional programs.

2) Ability to bring regional context and additional knowledge to local planning projects/issues using our staffing resources from State and Federal program areas associated with our Metropolitan Planning Organization (MPO)/Regional Transportation Planning activities, Economic Development District (EDD) designation, or our Water Quality Management implementation arrangements with the WDNR.

3) Staff knowledge of (and positive relationships with) State agencies, County departments, and non-profit organizations and their programs and policies which have resulted from years of communication and cultivation.

4) Familiarity and experience! East Central staff has been involved with many urban and rural planning projects and issues during its 40 plus year history. Its current Director has been employed by the Commission for over 20 years, and he and many of his staff are extremely familiar with various planning issues facing the region's communities, as well as the context under which the issues have developed.

5) Objectivity. By its very nature, the Commission addresses all planning issues and projects in a manner that is comprehensive and includes examination of all sides of an issue prior to engaging in, or providing direction on, a land use related decision. The Commission also has an excellent track record for bringing communities together to make important decisions in a coordinated and collaborative manner.

Below is information on recent and ongoing contract projects that were engaged by communities who desired to have East Central lead the public planning process. More information and materials associated with these projects can be viewed at their respective websites.

Although each community and its plan are unique and varied, we would encourage you to make contact with these entities if you have any questions about our general abilities.

Project:	*City of Hortonville Comprehensive Plan Update 2035*	
Community:	City of Hortonville, Wisconsin	
Completion Date:	2014	
Sample Work:	http://www.ecwrpc.org/wp-content/uploads/2013/06/Town-	
Contact:	Diane Wessel, Administrator	(920) 779-6011
Project:	*Town of Fond du Lac Comprehensive Plan 2040*	
Community:	Town of Fond du Lac, Wisconsin	
Completion Date:	2016	
Sample Work:	http://www.ecwrpc.org/wp-content/uploads/2016/01/Town-of-Fond-du-Lac-Comprehensive-Plan-Update-2040.pdf	
Contact:	Robert Giese, Chairman	(920) 921-6244
Project:	*Town of Byron Comprehensive Plan 2040*	
Community:	Town of Byron, Wisconsin	
Completion Date:	2017	
Sample Work:	http://www.ecwrpc.org/wp-content/uploads/2016/01/Town-of-Byron-Comprehensive-Plan-Update-2040.pdf	
Contact:	Bob Simon, Chairman	920-583-3799

Note: Information regarding current and past planning projects is contained on East Central's website (www.ecwrpc.org). A more specific list of recent plans that were developed and published in recent years can be found at http://www.ecwrpc.org/documents/.

APPENDIX B – BICYCLE & PEDESTRIAN PLAN TASK OUTLINE

Task 1: Project Management

- Task 1.1: Project Management Meetings with Staff
- Task 1.2: Progress Reports and Invoicing

Task 2: Public Outreach and Stakeholder Coordination

- Task 2.1*: Public Information Meeting
- Task 2.2: One-on-One Stakeholder Meetings (Up to 5)
- Task 2.3: Plan Commission Meetings with Ad Hoc members (Up to 5)
- *Task 2.4 (optional, not included in cost-estimate): Interactive Web-Based Map*
- Task 2.5: Develop Vision, Goals, and Objectives Based on the 6 E's
- *Task 2.6 (optional, not included in cost estimate): Public Survey*

Task 3: Data Collection and Existing Conditions Assessment

- Task 3.1: Review of Plans, Policies, and Background/Context (*Town to assist in providing reports)*
- Task 3.2*: GIS Data Assembly and Base Mapping
- Task 3.3 *(optional, not included in cost estimate): Traffic Stress/Bicycle Compatibility Analysis (Up to 8 Roadway Segments)*
- Task 3.4 Bicycle/Pedestrian Counts Using Infrared and Pneumatic Counters (Up to 12 Locations)
- *Task 3.5 (optional, not included in cost estimate): Origin and Destination Surveys*

Task 4: Program and Policy Recommendations

- Task 4.1: Develop Program and Policy Recommendations

Task 5: Bicycle and Pedestrian Network

- Task 5.1: Town Network Development
- Task 5.2: Field Reconnaissance
- Task 5.3: Town Network Recommendations
- *Task 5.4 (optional – not included in cost estimate): Trails Maintenance Plan*

Task 6: Prioritization, Implementation, and Funding Strategies

- Task 6.1: Develop Prioritization, Implementation, and Funding Strategies

Task 7: Draft and Final Plan Development

- Task 7.1: Draft Plan Development and Review
- Task 7.2: Develop Summary Document
- Task 7.3: Final Plan Preparation
    - This includes a presentation to the plan commission and town board
- Task 7.4: Plan Review and Approval Process/Attendance at meetings
- Task 7.5: Attend Public Event to Get Feedback on the Draft Bike/Ped Plan
- Task 7.6: Provision of electronic version of final Bike/Ped Plan and ten (10) bound and printed copies.

*denotes items that are already considered in the comprehensive plan process.

APPENDIX C:

EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

SHORTFORM FOR LOCALLY FUNDED CONTRACTS

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I. Scope of Services

1. The services under this CONTRACT shall consist of performing all work necessary or incidental to accomplish this PROJECT as defined in Appendix A.
2. The COMMISSION shall furnish all services and labor necessary to conduct and complete the services, and shall furnish all materials, equipment, supplies, and incidentals other than those designated to be furnished by the TOWN.
3. The services shall comply with applicable state and federal laws and regulations consistent with the funding for this PROJECT.
4. The COMMISSION shall from time to time during the progress of the services confer with the TOWN and shall prepare and present such information, studies, and reports as may be necessary or as may be requested by the TOWN to enable it to reasonably pass judgment on the features of the services. The COMMISSION shall make such changes, amendments, or revisions in the detail of the services as may be required by the TOWN. The COMMISSION is not relieved from the responsibility for continuing adherence to generally accepted standards of the profession by TOWN required changes in the detail of the services.
5. Meetings may be scheduled at the request of the COMMISSION or the TOWN for the purpose of discussing and reviewing the services under this CONTRACT. Meeting schedules are to be coordinated with the COMMISSION Representative.

II. Prosecution and Progress

A. General

1. Services under this CONTRACT shall commence upon written order from the TOWN to the COMMISSION, which order will constitute authorization to proceed.
2. The COMMISSION shall complete the services under this CONTRACT within the time for completion specified. Services by the COMMISSION shall proceed continuously and expeditiously. The time for completion shall not be extended because of any delay attributable to the COMMISSION but may be extended by the COMMISSION in the event of a delay attributable to the TOWN or because of unavoidable delays caused by an act of God, war, governmental actions or other conditions beyond the control of the COMMISSION.
3. The COMMISSION shall notify the TOWN in writing when the services have been completed. Upon the TOWNS's subsequent determination that the services have satisfactorily been completed, the TOWN will provide written notification to the COMMISSION acknowledging the formal acceptance of the completed services.

B. Delays and Extensions

1. Delays in completing the services within the time provided for completion for reasons not attributable to the COMMISSION may constitute justification for additional compensation to the extent of documentable increases in costs as a result thereof. Failure of the COMMISSION to submit a formal written request for a time extension and additional compensation prior to the expiration of the CONTRACT time shall constitute a basis for denying any cost adjustments for reasons of delay.

2. Delays grossly affecting the completion of the services attributable or caused by one of the parties hereto shall be considered as cause for the termination of the CONTRACT by the other party.
3. A request for extension of the CONTRACT by the COMMISSION must be submitted to the TOWN prior to **January 30, 2019**, which is 60 days before the original CONTRACT completion date of **March 30, 2019**.
4. Time is of the essence with regard to the delivery of all services under this CONTRACT.

C. Termination

1. The COMMISSION reserves the right to terminate all or part of this CONTRACT at any time upon not less than ten days' written notice to the TOWN.
2. In the event the CONTRACT is terminated by the TOWN without fault on the part of the COMMISSION, or by the COMMISSION under II.B(2) above, the COMMISSION shall be paid for the services rendered, an amount bearing the same ratio to the total CONTRACT prices as the amount of services completed or partially completed and delivered to the TOWN bears the total amount of services provided for herein, as determined by mutual agreement between the COMMISSION and the TOWN as the CONTRACT amendment.
3. In the event the services of the COMMISSION are terminated by the TOWN for fault on the part of the COMMISSION, the COMMISSION shall be paid a reasonable value of the services rendered and delivered to the TOWN up to the time of termination. The value of the services will be determined by the COMMISSION.

D. Subletting or Assignment of Contract

1. The COMMISSION shall not sublet or assign any part of this CONTRACT without prior written approval of the TOWN unless previously authorized as part of the approved scope of services contained in Appendix A.
2. When the COMMISSION is authorized to sublet or assign a portion of the services, the COMMISSION shall perform services amounting to at least one-half of the original CONTRACT amount.
3. Consent to assign, sublet, or otherwise dispose of any portion of the CONTRACT shall not be construed to relieve the COMMISSION of any responsibility for the fulfillment of the CONTRACT.
4. When the COMMISSION subcontracts a portion of the services, the subcontract shall provide for the performance of the services to the full scope as contemplated in this CONTRACT and to the same standards and concept as if performed by the COMMISSION.
5. No subcontracting and assignment of any services under this CONTRACT shall state, imply, intend, or be construed to limit the legal liability of the COMMISSION.

III. Basis of Payment

1. The COMMISSION will be paid by the TOWN for the completed and approved services rendered under this CONTRACT on the basis and at the CONTRACT price set forth elsewhere in this CONTRACT. Such payment shall be full compensation for services rendered and for all labor, materials and supplies, equipment, and incidentals necessary to complete the services. Compensation in excess of the total CONTRACT amount will not be allowed unless justified and authorized by an approved written CONTRACT amendment. Compensation for improper performance by the COMMISSION will not be allowed. No payment shall be construed as TOWN acceptance of unsatisfactory or defective services or improper materials.
2. Reimbursement for costs will be limited to those which are allowable by COMMISSION policy.
3. The COMMISSION shall submit invoices in the format specified in the CONTRACT AGREEMENT during the progress of the services, for partial payment for the authorized services completed to date based on the following schedule:

    - Payment #1 ($4,812.50) – Invoiced by April 30, 2018 / Payment made by May 31, 2018;
    - Payment #2 ($4,812.50) – Invoiced by July 31, 2018 / Payment made by August 31, 2018;
    - Payment #3 ($4,812.50) – Invoiced by November 30, 2018 / Payment made by December 31, 2018;
    - Payment #4 ($4,812.50) – Invoiced by April 30, 2019 / Payment made by May 31, 2019

4. The final invoice shall be submitted to the TOWN within 30 days of completion of the services. Final payment of any balance due the COMMISSION will be made within 30 days upon its verification by the TOWN, upon completion of the required services, and upon receipt of documents or materials required to be returned or furnished to the TOWN. Should this CONTRACT include more than one PROJECT, separate invoices shall be submitted for each individual PROJECT.
5. The TOWN has the equitable right to set off against any sum due and payable to the COMMISSION under this CONTRACT, any amount the TOWN determines the COMMISSION owes the TOWN, whether arising under this CONTRACT or under any other CONTRACT or otherwise.
6. If, in the COMMISSION's opinion, orders or instructions given by the TOWN would require the discarding or redoing of services which were based upon earlier direction or approvals, or instruction given by the TOWN would involve services not within the scope of services, the COMMISSION must notify the TOWN in writing if it desired extra compensation or a time extension. The TOWN will review the COMMISSION's submittal and if acceptable, approve a CONTRACT amendment.
7. Schedule for payment:
8. All invoices are payable by the TOWN within thirty (30) days, unless

otherwise negotiated.

9. The COMMISSION shall submit a Financial Report using the format provided by the COMMISSION for each invoice submitted by the COMMISSION for payment.
    a. Letterhead expressing the balance due
    b. Invoice
    c. Progress Report: Summary of services provided and progress through the projected timeline.

10. All invoices for payment shall be submitted to:

Dave Tebo, Director of Community & Economic Development
W6860 Parkview Drive
P.O. Box 60
Greenville, WI 54942
Phone: 757-5151
E-mail: dtebo@townofgreenville.com

IV. Miscellaneous Provisions

A. Ownership of Documents

1. All materials, guides, written instructions, plans, documents, correspondence, forms, computer files, databases, electronic mail messages, work product, or other information of any type created by the COMMISSION under this CONTRACT are works created for hire and are the property of the COMMISSION AND THE TOWN unless specifically identified as material or data that is proprietary in nature. All project documents provided to the TOWN by the COMMISSION or by any third party which pertains to this CONTRACT are property of the TOWN AND THE COMMISSION.
2. Upon demand by the TOWN, all project documents (excluding information that may be proprietary in nature) shall be delivered to the TOWN. Project documents may be used without restriction by the TOWN AND THE COMMISSION for any purpose. Any such use shall be without compensation or liability to the COMMISSION. The TOWN AND THE COMMISSION have all rights to copyright or otherwise protect the project documents which are the property of the TOWN
AND THE COMMISSION.

V. Contingent Fees

1. The COMMISSION warrants that it has not employed or retained any company or person (other than identified in Appendix A, Scope of Services) other than a bona fide employee working solely for the COMMISSION, to solicit or secure this CONTRACT, and that the COMMISSION has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the COMMISSION, any fee, commission, percentage, brokerage fee, gift or any other consideration, contingent upon or resulting from the award or making of

this CONTRACT. For breach or violation of this warranty the TOWN shall have the right to terminate this CONTRACT without liability, or in its discretion to deduct from the agreement price or consideration, otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

VI. Legal Relations

1. The COMMISSION shall become familiar with, and shall at all times observe and comply with all applicable federal, state, and local laws, ordinances, and regulations.
2. In carrying out the provisions of this CONTRACT, or in exercising any power or authority granted to the COMMISSION, there shall be no personal liability upon the authorized representatives of the COMMISSION, it being understood that in such matters they act as agents and representatives of the agency.
3. The COMMISSION shall be responsible for any and all damages to property or persons arising out of negligent act, error and/or omission in the COMMISSION's performance of the services under this CONTRACT.
4. The COMMISSION shall indemnify and hold harmless the TOWN and all of their officers, agendas, and employees on account of any damages to persons or property resulting from negligence of the COMMISSION or for noncompliance with any applicable federal, state, or local laws.

VII. Nondiscrimination in Employment

1. In connection with the performance of services under this CONTRACT, the COMMISSION agrees not to discriminate against any employee or applicant for employment because of age, race, handicap, sex, physical condition, development disability as defined in sec. 51.01(5) Wis. Stats., sexual orientation as defined in sec. 111.32(13m) Wis. Stats., or national origin. This provision includes, but is not limited to, employment, upgrading, demotion, transfer, recruitment, recruitment advertising, layoff, termination, rates of pay, other forms of compensation, selection for training including apprenticeship.
2. Except with respect to sexual orientation, the COMMISSION agrees to take affirmative action to ensure equal employment opportunities. The COMMISSION agrees to post in conspicuous places, available for employees and applicants, notices setting forth the provisions of the nondiscrimination clause

VIII. Equal Employment Opportunity

1. The COMMISSION will, in all solicitations or advertisements for employees placed by or on behalf of the COMMISSION, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.
2. The COMMISSION and TOWN assures that no person shall on the grounds of race, color, national origin, or sex as provided by Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 (P.L. 100.259) be excluded

from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. The COMMISSION and TOWN further assure every effort will be made to ensure non-discrimination in all of its programs and activities, whether those programs and activities are federally funded or not.

The Civil Rights Restoration Act of 1987 broadened the scope of Title VI coverage by expanding the definition of terms “programs or activities” to include all programs or activities of Federal Aid recipients, sub-recipients, and contracts, whether such programs and activities are federal assisted or not (Public Law 100259 [S.557] March 22, 1988.).

In the event that COMMISSION distributes federal aid funds to an additional sub-contractor, the COMMISSION will include Title VI language in all written agreements and will monitor the additional sub-contractor for compliance. The COMMISSION has an authorized Title VI Coordinator with the authority and responsibility for initiating and monitoring Title VI activities, preparing reports and other responsibilities as required by 23 Code of Federal Regulations (CFR) 200 and 49 Code of Federal Regulation 21.

3. The COMMISSION will comply with all provisions of Executive Order 11246, “Equal Opportunity” as amended by Executive Order 11375, and as supplemented in the Department of Labor regulations (41 CFR Part 60).
4. The COMMISSION will furnish all information and reports required by Executive Order 11246 and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to its books, records, and accounts by the COMMISSION for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
5. The COMMISSION will include the provisions of this section, “Equal Employment Opportunity” in every subcontract.

IX. Errors and Omissions

1. The COMMISSION shall be responsible for the accuracy of the services performed under this CONTRACT, and shall promptly make necessary revisions or corrections to its services resulting from its negligent acts, its errors or its omissions without additional compensation. The COMMISSION shall give immediate attention to these revisions or corrections to prevent or minimize delay to the PROJECT. The COMMISSION shall be responsible to the TOWN for any losses to or costs to repair or remedy as a result of the COMMISSION’s negligent acts, errors, or omissions.
2. COMMISSION warrants that the services to be provided under this CONTRACT will be executed in a workmanlike manner, consistent with professional standards of comparable work in this field.

X. Conflict of Interest

1. The COMMISSION warrants that neither it nor any of its affiliates has any financial or personal interest that would conflict in any manner with the

performance of the Services under this CONTRACT, and that neither it nor any of its affiliates will acquire directly or indirectly any such interest.

2. The COMMISSION warrants that it will not employ for any services included under the provisions of this CONTRACT any person who is employed by the TOWN at the time of execution or during the life of this contract without prior written approval from the TOWN.
3. The COMMISSION warrants that it will immediately notify the TOWN if an actual or potential conflict of interest arises or becomes known to the COMMISSION. Upon receipt of such notification, the TOWN will review and written approval is required for the COMMISSION to continue to perform work under this CONTRACT.

XI. Certification Regarding Debarment

1. The COMMISSION certifies (by entering into this CONTRACT) that it and its principals (1) are not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency; (2) have not been convicted of or had a civil judgment rendered against them within the previous three years; (3) are not indicted or otherwise criminally or civilly charged by a government entity; and (4) have not had one or more public transactions terminated for cause or default within the previous three years.
2. The COMMISSION agrees that it will not knowingly enter into any transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this transaction unless authorized by the TOWN.

XII. Insurance Requirements

1. The COMMISSION shall procure and maintain for the life of the CONTRACT the following types and amounts of insurance from an insurance company(ies) authorized to do business in the State of Wisconsin.
    - Comprehensive General Liability - $1,000,000 combined single limits per occurrence.
    - Auto Liability - $300,000 combined single limits per occurrence.
    - Worker's Compensation – coverage satisfying statutory provisions of Chapter 102, Wis. Stats.; not less than $100,000 employer's liability.

XIII. Certification Regarding Lobbying

1. The COMMISSION certifies (by entering into this CONTRACT) that no federal appropriated funds have been paid or will be paid, by or on behalf of the COMMISSION, to any person for influencing or attempting to influence an officer or employee of any agency, Member of Congress, officer or employee of Congress, or employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal loan, the entering

into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.

XIV. Disadvantaged Business Utilization

1. The COMMISSION agrees to ensure that Disadvantaged Business as defined in 49 CFR Part 26 have the maximum opportunity to participate in the performance of any subcontracts finances in whole or in part with federal funds provided under this agreement. In this regard, COMMISSION shall take all necessary and reasonable steps in accordance with 49 CFR Part 26 to ensure that Disadvantaged Businesses have the maximum opportunity to compete for and perform subcontracts. The COMMISSION shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of contracts. Failure to carry out the requirements of this provision constitutes a breach of contract and may result in termination of the CONTRACT by the TOWN or other such remedy as the TOWN deems appropriate.
2. The COMMISSION shall identify by name, the disadvantaged business whose utilization is intended to satisfy this provision, the items of services involved, and the dollar amounts of such items of service.
3. The COMMISSION shall maintain records and document its performance under this item.

UNITED COOPERATIVE™
RELY ON US

September 15, 2017

Town of Greenville
Attn: Town Chairman - Mr. Jack Anderson
W6860 Parkview Drive
Greenville, WI 54942

Mr. Jack Anderson,

United Cooperative is a full-service cooperative offering feed, grain, agronomy, and energy products to Wisconsin farms and residents. We recently acquired and operate the facility located at N1868 Municipal Drive off of STH 76 in the Town of Greenville which includes a grain elevator, hardware store, and gas station.

United Cooperative has been exploring options to improve the facility as the existing buildings conditions are less than desirable. It has become apparent during the preliminary design that remodeling the existing facility is not the best long term solution for the site. Therefore, we have decided to move forward with investing over $3 million dollars in a new facility just west of our existing facility on STH 76 as shown in the attached documents.

This proposed improvement will include moving the existing hardware store to the new location. In addition to removing two existing storage buildings on the corner to STH 76 and Municipal Drive. The new building will consist of a hardware store with small engine service center in addition to a small convenience store and gas islands. It is our opinion that this development will improve the general appearance of the site, while also providing Town of Greenville residents a convenient hardware store location.

Our plan to develop the property includes completing a CSM to join the lots that we currently own and propose to rezone the property to commercial while also requesting a special exemption use for an automobile filling station. During the process, it was discovered that Chapter 320: Zoning – Section 320-129 was amended recently and states that special exceptions for automobile filling stations require an offset of 500 feet from the lot line of any parcel zoned for single-family residential use. Our proposed facility (as well as the existing facility) would be in violation of that ordinance as can be shown on the attached Zoning Map.

If a slight modification of the ordinance was approved, then it is our opinion that we could meet ordinance and also the spirit of the original language, while still bringing this new

N7160 Raceway Road ★ Beaver Dam, WI 53916 ★ 800-924-2991 ★ P 920-887-1756 ★ F 920-885-2753
www.unitedcooperative.com

development project forward for the Town and its residents. We would propose the italicized sentence below to be added to the ordinance:

§ 320-129 Special exception uses and structures

Setbacks to be determined by the Town Board in the special use permit process but not less than setbacks established in zone.

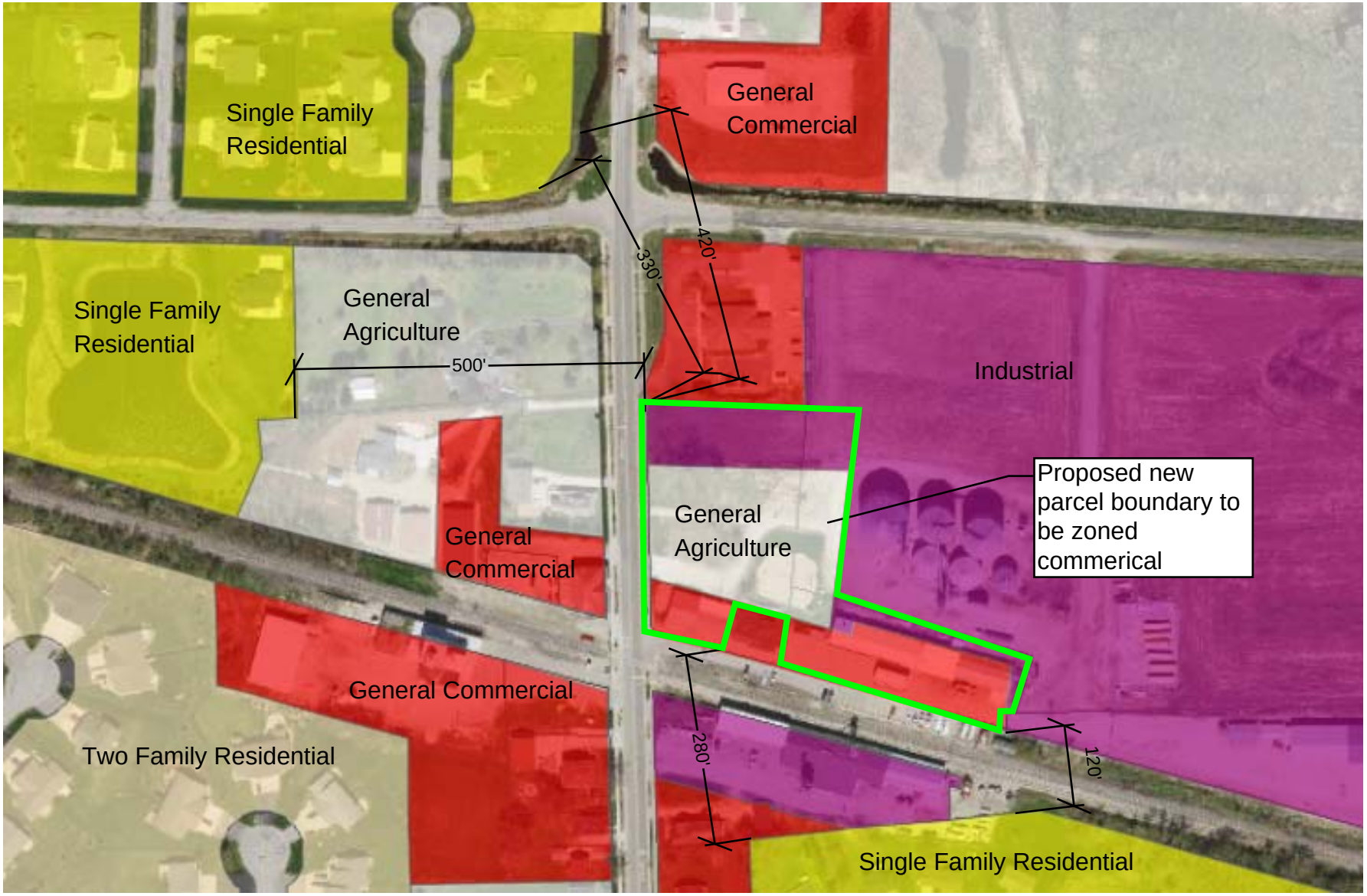
A. Automobile filling stations which are more than 500 feet from the lot line of any parcel zoned for single-family residential use. *Automobile filling stations which are more than 400 feet from the lot line of any parcel zoned for single family residential not utilized for municipal structures as long as sight lines to the automobile filling station are obstructed by landscaping, screening, existing vegetation, or structures, or if the automobile filling station is currently located on a property within 500' of the single-family residential property and will be reconstructed on the same property while improving existing site lines from said residential property.*

This slight modification would allow our proposed project to meet the ordinance while still protecting Town residents with properties zoned Single Family Residential from having visual site lines to the automobile filling station. We hope that you will consider this change and include it as a discussion item for the September 25th Planning Meeting. If you have any questions or would like to discuss this in detail, please do not hesitate to Cory Vande Wettering with Keller Inc at 920-427-4505, or cvandewettering@kellerbuilds.com.

Respectfully,

David Cramer

David Cramer
President & CEO
United Cooperative
920-887-1756
davidc@unitedcooperative.com



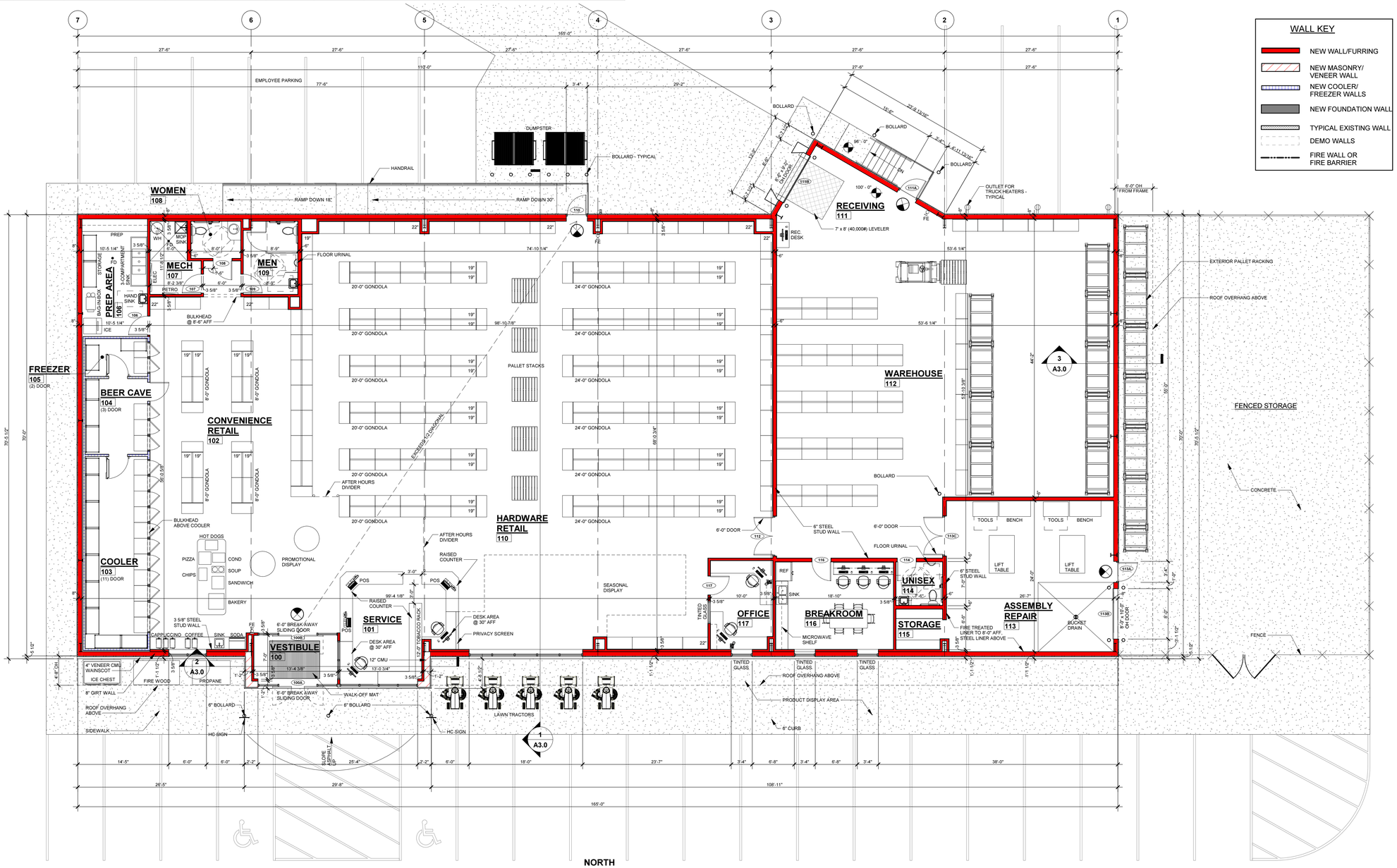
Town of Greenville Zoning Map

DOOR & FRAME SCHEDULE

#	DOORS SIZE W	DOORS SIZE H	TYPE	MAT.	LITE	GRILLE	LABEL	COLOR	REMARKS	FRAME TYPE	FRAME Comments
100A	6' - 0"	7' - 0"									
100B	6' - 0"	7' - 0"									
106	3' - 0"	7' - 0"									
107	3' - 0"	7' - 0"									
108	3' - 0"	7' - 0"									
109	3' - 0"	7' - 0"									
110	3' - 0"	7' - 0"									
111A	3' - 0"	7' - 0"									
111B	8' - 6"	9' - 0"									
112	6' - 0"	7' - 0"									
113A	3' - 0"	7' - 0"									
113B	8' - 0"	10' - 0"									
113C	6' - 0"	7' - 0"									
113D	3' - 0"	7' - 0"									
113E	3' - 0"	7' - 0"									
113F	3' - 0"	7' - 0"									
113G	3' - 0"	7' - 0"									
114	3' - 0"	7' - 0"									
116	3' - 0"	7' - 0"									
117	3' - 0"	7' - 0"									

ROOM SCHEDULE

RM#	ROOM NAME	FLOOR	BASE	WALLS NORTH	WALLS SOUTH	WALLS EAST	WALLS WEST	CEILING MATERIAL	CEILING HGT.	REMARKS
100	VESTIBULE									
101	SERVICE									
102	CONVENIENCE RETAIL									
103	COOLER									
104	BEER CAVE									
105	FREEZER									
106	PREP AREA									
107	MECH									
108	WOMEN									
109	MEN									
110	HARDWARE RETAIL									
111	RECEIVING									
112	WAREHOUSE									
113	ASSEMBLY REPAIR									
114	UNISEX									
115	STORAGE									
116	BREAKROOM									
117	OFFICE									



NORTH

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

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PROPOSED BUILDING FOR:
UNITED COOP - GREENVILLE
GREENVILLE, WISCONSIN

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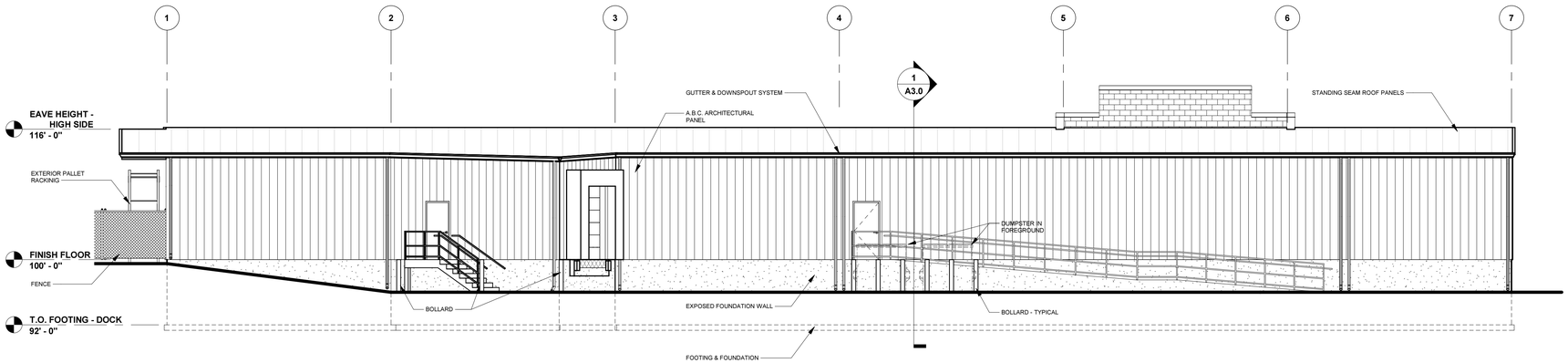
REVISIONS
R1 08.04.2017 ACM
R2 08.30.2017 ACM
. . .
. . .
. . .

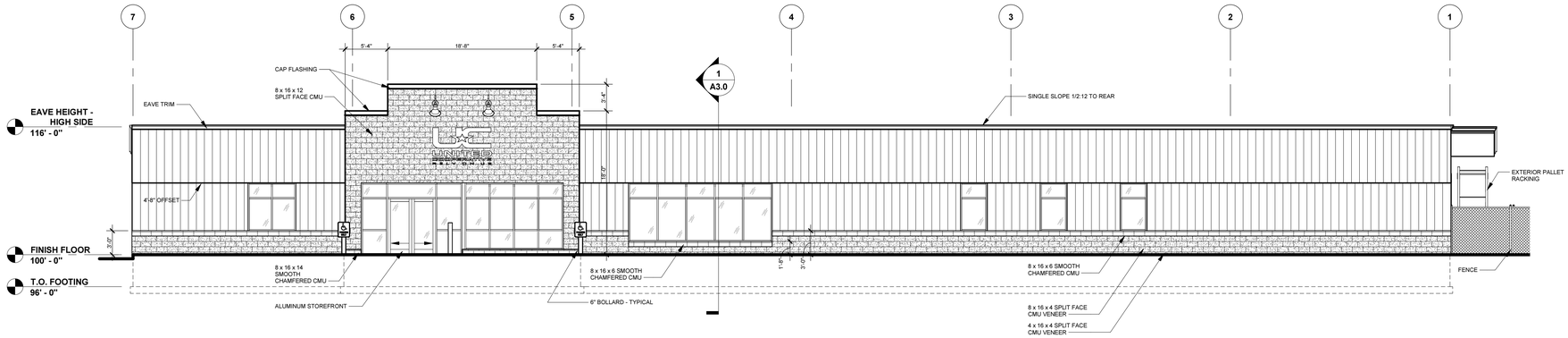
PROJECT MANAGER: C. VANDEWETTERING
DESIGNER: R. LINDSTROM
DRAWN BY: ACM
EXPEDITOR: ---
SUPERVISOR: ---
PRELIMINARY NO: P17206
CONTRACT NO: ---
DATE: 07.20.2017
SHEET: A1.0

PRELIMINARY - NOT FOR CONSTRUCTION



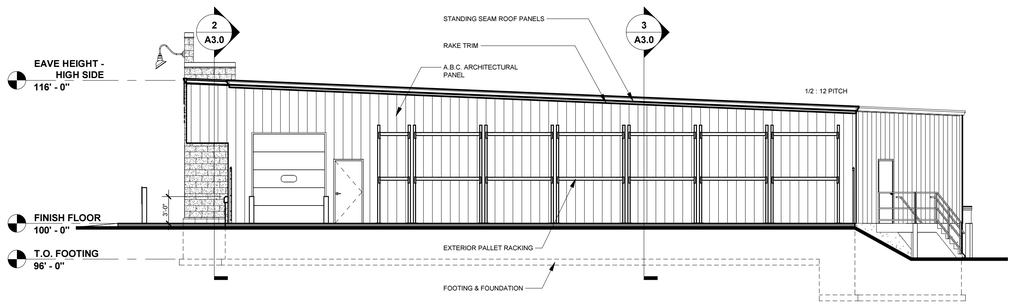
EAST ELEVATION

1/8" = 1'-0"



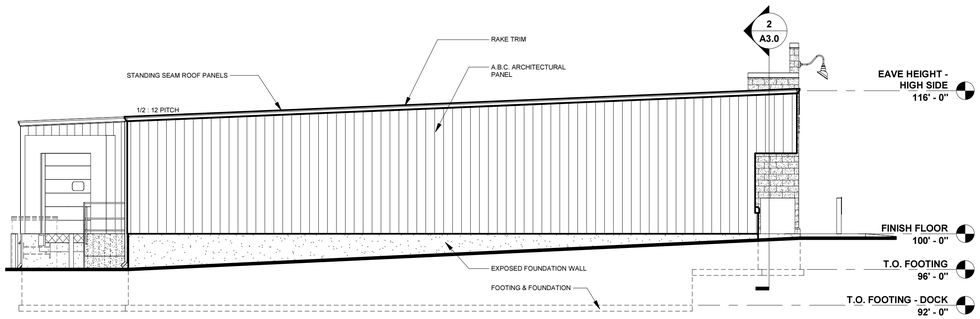
WEST ELEVATION

1/8" = 1'-0"



SOUTH ELEVATION

1/8" = 1'-0"



NORTH ELEVATION

1/8" = 1'-0"

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PROPOSED BUILDING FOR:

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REVISIONS

R1 08.04.2017 ACM
R2 08.30.2017 ACM

PROJECT MANAGER: C. VANDEWETTERING

DESIGNER: R. LINDSTROM

DRAWN BY: ACM

EXPEDITOR: -------

SUPERVISOR: -------

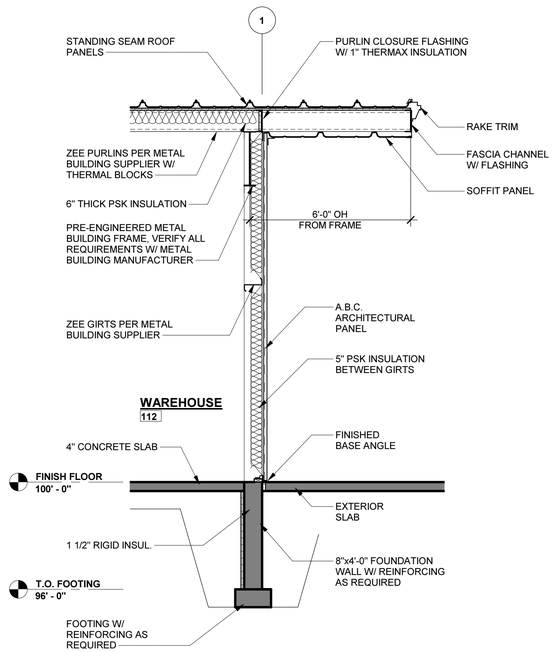
PRELIMINARY NO: P17206

CONTRACT NO: -------

DATE: 07.20.2017

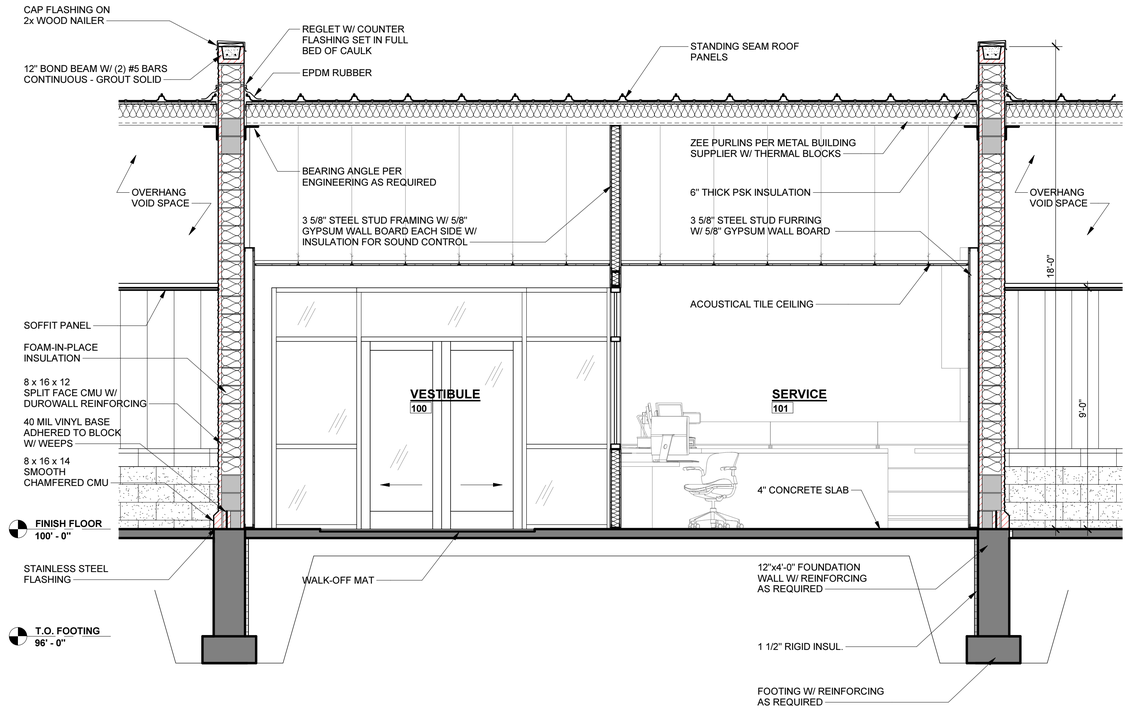
SHEET: A2.0

PRELIMINARY - NOT FOR CONSTRUCTION



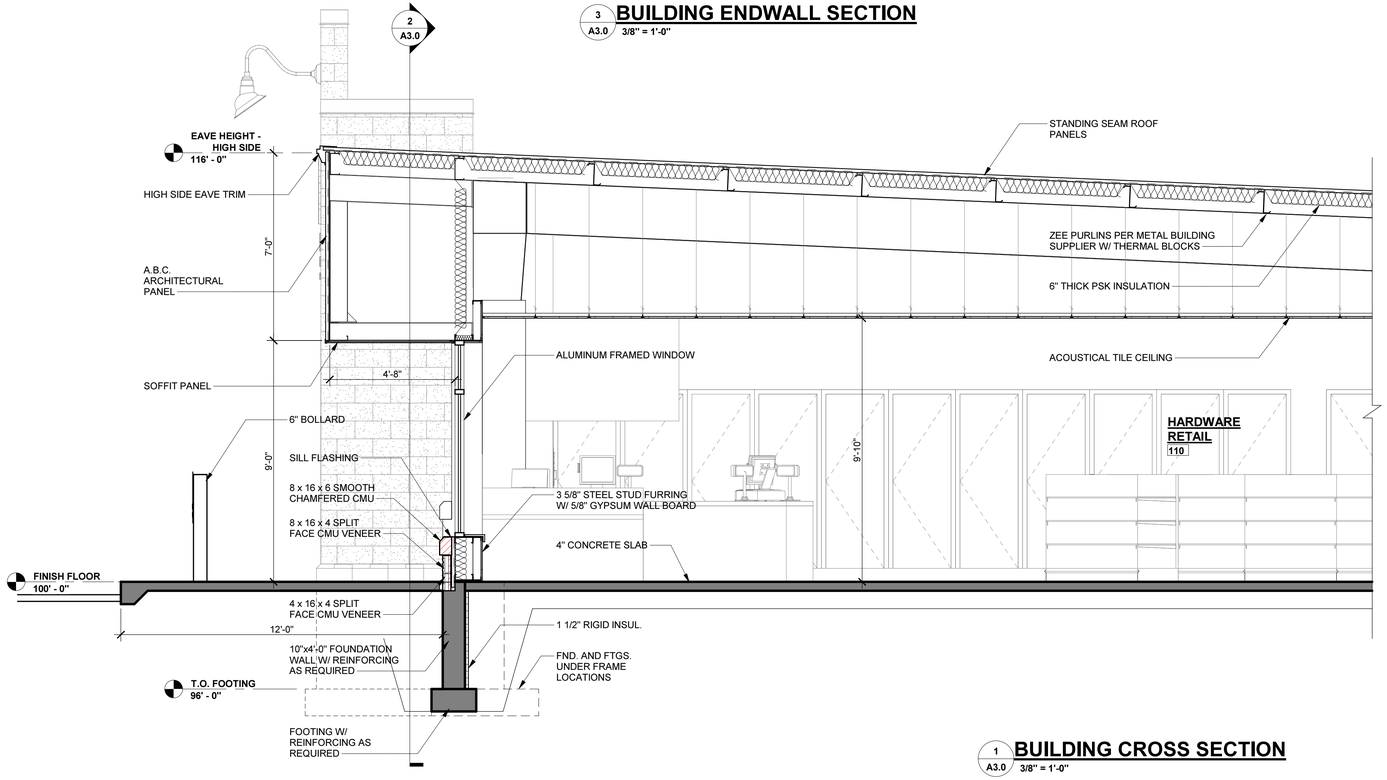
3 A3.0 **BUILDING ENDWALL SECTION**

3/8" = 1'-0"



2 A3.0 **BUILDING CROSS SECTION**

3/8" = 1'-0"



1 A3.0 **BUILDING CROSS SECTION**

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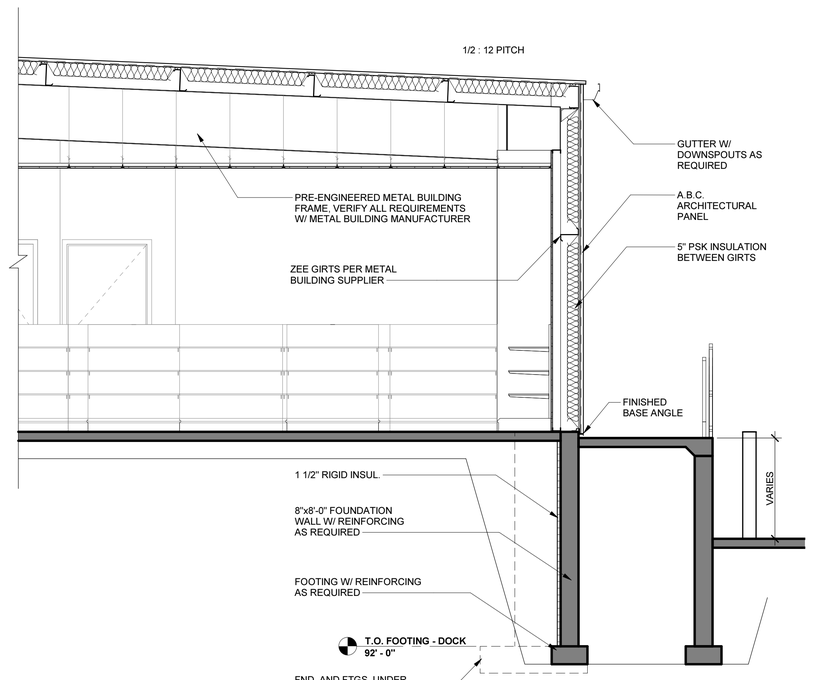

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PROPOSED BUILDING FOR:

UNITED COOP - GREENVILLE

GREENVILLE, WISCONSIN

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R2 08.30.2017 ACM

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DESIGNER: R. LINDSTROM
DRAWN BY: ACM
EXPEDITOR: -------
SUPERVISOR: -------
PRELIMINARY NO: P17206
CONTRACT NO: -------
DATE: 07.20.2017
SHEET: A3.0

PRELIMINARY - NOT FOR CONSTRUCTION

SHEET INDEX

C1.0	CONCEPTUAL SITE PLAN
A1.0	FLOOR PLAN, ROOM FINISH & DOOR SCHEDULE
A2.0	BUILDING ELEVATIONS
A3.0	BUILDING CROSS SECTIONS
T2.0	SPECIFICATIONS

PROJECT INFORMATION

APPLICABLE BUILDING CODE

2009 INTERNATIONAL BUILDING CODE (WITH WISCONSIN AMENDMENTS)
ASHRE STANDARD 90.1-2007

BUILDING CONTENT

BUILDING & FIRE AREA SQUARE FOOTAGES

FLOOR AREAS	EXISTING	NEW	SUB-TOTAL
SECOND FLOOR	------ S.F.	------ S.F.	------ S.F.
FIRST FLOOR	------ S.F.	11,929 S.F.	------ S.F.
CANOPIES (COLUMN SUPPORTED)	------ S.F.	------ S.F.	------ S.F.
BASEMENT	------ S.F.	------ S.F.	------ S.F.
BUILDING AREA SUB-TOTALS	------ S.F.	11,929 S.F.	------ S.F.
MEZZANINES	------ S.F.	------ S.F.	------ S.F.
FIRE AREA TOTALS	------ S.F.	11,929 S.F.	------ S.F.

HIGH PILE STORAGE NO
FIRE ALARM SYSTEM NO

OCCUPANCY

M - MERCANTILE
S1 - MODERATE HAZARD STORAGE
NON SEPARATED

CONSTRUCTION CLASSIFICATION

TYPE IIB CONSTRUCTION
SPRINKLED NO
FIREWALL NO

ALLOWABLE AREA

TABULAR FLOOR AREA:	12,500 S.F.
FRONTAGE INCREASE:	4,687 S.F.
SPRINKLER INCREASE:	0 S.F.
TOTAL ALLOWABLE AREA:	17,187 S.F.
ALLOWABLE FIRE AREA:	12,000 S.F.

BUILDING/SITE CONTENT

BUILDING SIZE	XXX,XXX S.F.	XX.X%
HARD SURFACE	XXX,XXX S.F.	XX.X%
GREEN SPACE	XXX,XXX S.F.	XX.X%
PARCEL SIZE (APPROX.)	XXX,XXX S.F.	X.XX ACRES
PARKING PROVIDED	61 STALLS (1 STALL/195.6 S.F.)	

ZONING INFORMATION

ZONING:	X
FRONT YARD SETBACK:	XX'-X"
SIDE YARD SETBACK:	XX'-X"
REAR YARD SETBACK:	XX'-X"

NORTH

CONCEPTUAL SITE PLAN

1" = 40'-0"

0' 20' 40' 80' 160'

THE LOT DIMENSIONS AND BEARINGS SHOWN ON THIS PLAN ARE INTERPRETED VALUES. FOLLOW UP INVESTIGATION WITH STATE AND LOCAL AUTHORITIES AND/OR WITH CERTIFIED SURVEY MAP DATA WHEN AVAILABLE IS REQUIRED.

PROPOSED BUILDING FOR:

UNITED COOP - GREENVILLE

GREENVILLE, WISCONSIN

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PROPOSED BUILDING FOR: UNITED COOP - GREENVILLE, GREENVILLE, WISCONSIN

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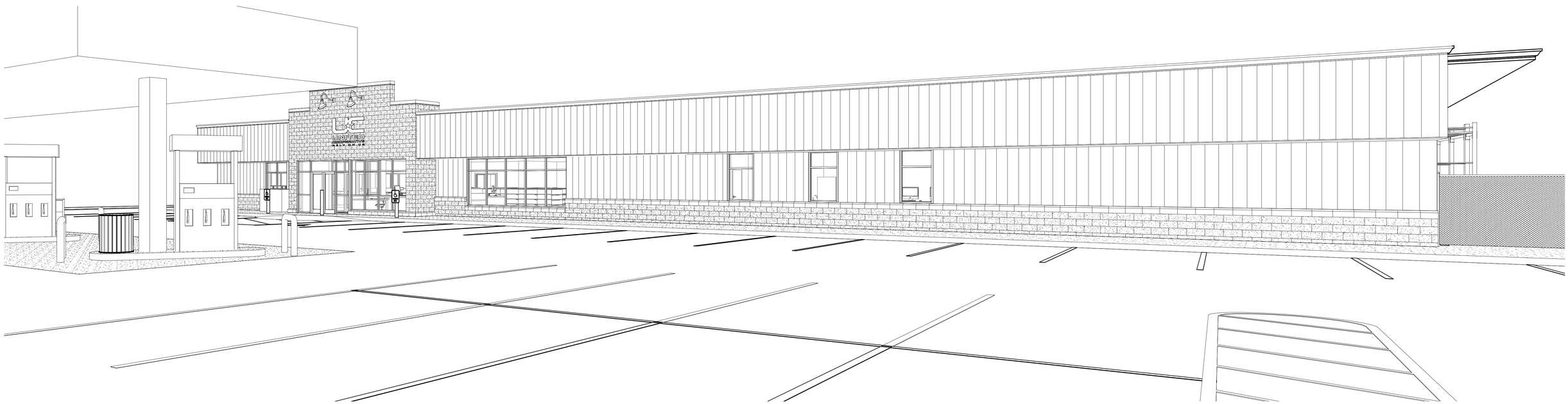

UNITED COOP - GREENVILLE

GREENVILLE, WISCONSIN

Keller
Planners | Architects | Builders
Offices in the Fox Cities, Madison, Milwaukee and Wausau

CONCEPT ONLY - DESIGN CONCEPT SHOULD BE TREATED AS PRELIMINARY ONLY AND NOT FOR CONSTRUCTION

PLANNING COMMISSION MEETING
September 25th, 2017
AGENDA ITEM 2(f)

AGENDA ITEM

TO: Greenville Planning Commission

FROM: Dave Tebo, Director of Community and Economic Development

SUBJECT: The Fox West YMCA request for the Town to consider an ordinance amendment to the Greenville Zoning Code, **General Agricultural District , Sec. 320-93, Special exception uses and structures,** adding "medical clinic" as a specific use.

KEY FACTS:

1. The Fox West YMCA is currently situated on a parcel zoned AGD, General Ag. They were granted a special exception use for a YMCA in 1999. The current ordinance language 320-93 (N) lists YMCA's specifically as a special exception use option, "Profit or nonprofit clubs and organizations, YMCA's, youth organizations, Boy's Brigade and the like."
2. The Fox West YMCA is hoping to partner with a local medical clinic to connect to their facility.
3. Discussion with our legal staff indicated that they would not be comfortable expanding the YMCA special use approval to allow a medical clinic.
4. While many similar uses are allowed as special exception uses in the General Ag District "medical clinic" is not listed specifically.
5. A specific addition of "medical clinic" would need to be added as an option in the special exception use category of General Ag if the YMCA wants to move forward with a clinic partnership.
6. Such an amendment allows the Town to consider a special exception use application for such a use.

REQUESTED PLANNING COMMISSION ACTION:
If after discussion of this proposal the Planning Commission is willing to consider an ordinance amendment similar to what the Fox West YMCA is proposing, Town staff asks that you consider the following action:

By Consensus ask the Town and legal staff to prepare an ordinance amendment to Sec. 320-93 for Public Hearing and Planning Commission consideration at the October meeting.

ATTACHMENTS:
Petition letter from YMCA

the YMCA

FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Bill Breider
President/CEO
YMCA of the Fox Cities
218 E. Lawrence St.
Appleton, WI 54911

P 920.954.7601
F 920.882.3662
C 920.209.5973
bbreider@ymcafoxcities.org
www.ymcafoxcities.org

Dave Tebo
Community and Economic Development Director
Town of Greenville
W6860 Parkview Drive
Greenville, WI 54942

Dear Dave,

The YMCA has been exploring for some time the opportunity to partner with a Health Care Provider as an extension of our mission to help support and sustain healthier individuals, families and communities at our Greenville location. The YMCA has been in discussion with various local and regional medical providers who are interested in the development of a Healthy Living Clinic.

One of the YMCA requirements for any future independent Medical Clinic is that it be physically and programmatically connected to our current facility. By sharing resources, core competencies, and unique strengths, the proposed collaboration will have significant impact on critical health issues. In recent years, model collaborative relationships between YMCA's and health care organizations throughout the United States have been developed with a focus on a variety of issues and programs. There is a wonderful example right here in the State of Wisconsin between the LaCrosse YMCA and Gunderson Health Systems through the development of a Healthy Living Clinic and several collaborative program opportunities. The YMCA envisions a similar collaborative effort with a local or regional health care provider and for that collaboration to being in the very near future.

It has recently been brought to our attention that a Medical Clinic is not an allowed use within the current Village of Greenville Agricultural Zoning Ordinance. Therefore, on behalf of the staff and the Board of Directors of the YMCA of the Fox Cities, we request that the current Village of Greenville Agricultural Zoning Ordinance as it relates to our property located at W6931 School Road be amended to include "Medical Clinic" as an acceptable special use under said zoning.

Please accept our appreciation for your consideration of this matter.

Sincerely,

William R. Breider III
President / CEO
YMCA of the Fox Cities