Office of the Clerk/Treasurer

W240N3065 Pewaukee Road
Pewaukee, WI 53072
(262) 691-0770 Fax 691-1798

REVISED

COMMON COUNCIL
MEETING NOTICE AND AGENDA
Monday, June 1, 2020
7:00 PM

Common Council Chambers ~ Pewaukee City Hall
W240 N3065 Pewaukee Road ~ Pewaukee, Wisconsin

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1. Call to Order and Pledge of Allegiance
2. Public Comment - Please limit your comments to two (2) minutes, if further time for discussion is needed please contact your District Alderperson prior to the meeting.
3. Consent Agenda
   - 3.1. Approval of Common Council Meeting Minutes Dated May 4, 2020
   - 3.2. Approval of Accounts Payable Listing Dated June 1, 2020
   - 3.3. Approval of Bartender Licenses
   - 3.4. Approval of **Resolution 20-05-05** Regarding Inspection of Public Records
   - 3.5. Approve **Resolution 20-06-06** Rescinding Personal Property Taxes For Charter Communications, LLC (PWC T465) in the Amount of $404.41 Due to a Duplicate Assessment
4. Discussion and Possible Action to Revise the 2019-2020 Liquor License Premise Descriptions for Michaels House of Prime and Doc's Dry Doc to Promote Social Distancing [Fuchs / Tarczewski]
5. Discussion and Possible Action Regarding the Special Event Permit Request of Craig Werner of Mugshotz Bar and Grill Located at (W270 N2793 Elm Avenue) to Hold Their 10th Anniversary Event on Friday, July 17th and Saturday, July 18th [Tarczewski]
6. Presentation of the 2019 Police Services Report [Lieutenant Ripplinger]
7. Discussion and Possible Action to Approve the 2019 DNR Storm Water Report [Wagner]
8. Discussion and Possible Action Regarding **Ordinance 20-02** *[Second Reading]* Rezoning the Property Located at N28 W25206 Bluemound Road (PWC 0925-994-004 & PWC 0925-990-0020) from Rs-3 Single-Family Residential to B-4 Office District and LC Lowland Conservancy as Requested by Green Acres, LLC for the Purpose of Constructing a 24,000 Square Foot Two-Story Office Building [Fuchs]
9. PUBLIC HEARING, Discussion and Possible Action Regarding a Comprehensive Master Plan Amendment to Change the Year 2050 Land Use/Transportation Plan Use Designation for Green

Acres, LLC for Property Located at N28 W25206 Bluemound Road (PWC 0925-994-004 & PWC 0925-990-002) from Medium Density Residential (6,500 SQ. FT. – 1/2 AC. / D. U.) to Office Commercial and Flood Plains, Lowland & Upland Conservancy, and Other Natural Areas [Fuchs]

10. Discussion and Possible Action Regarding a Certified Survey Map for the Property Located at N28 W25206 Bluemound Road (PWC 0925-994-004 & PWC 0925-990-002) as Requested by Green Acres, LLC for the Purpose of Constructing a 24,000 Square Foot Two-Story Office Building [Fuchs]

11. Discussion and Possible Action Regarding **Ordinance 20-03** *[Second Reading]* Rezoning the Property Located at N22 W25012 Still River Court (PWC 0950-026) from LC Lowland Conservancy to Rs-4 Single-Family Residential as Requested by Kent & Christine Raabe for the Purpose of Updating the Rear Yard Zoning for Residential Improvements [Fuchs]

12. Discussion Regarding the Community Development and Building Services Annual Report for 2019 [Fuchs]

13. Discussion and Possible Action Regarding the Safe Drinking Water Loan Program for Well No. 5 HMO Filtration Treatment Facility [Wagner]

    13.1 **Resolution 20-06-08** Declaring Official Intent to Reimburse Expenditures for Safe Drinking Water Fund Program for Well No. 5 Water Supply System Improvements.
    13.2 **Resolution 20-06-07** Acknowledging Magdelene Wagner, P.E., Director of Public Works, as Authorized Representative for the City of Pewaukee Well No. 5 Water Supply System Improvements and all Related Activities.

14. Discussion and Possible Action Regarding the Cost for the Installation of a MegAlert System and Surge Snubber for Well No. 6 North Avenue Deep Well [Wagner]

15. Discussion and Possible Action Regarding the Intermunicipal Agreement Between the City of Pewaukee and the Village of Merton Concerning Road Work Surface Treatments [Wagner]

16. Discussion and Possible Action Regarding the Mayor's Recommendation to Appoint Doug Kiser to the Plan Commission [Mayor Bierce]

17. Discussion and Possible Action to Cancel the First Meeting in July [Mayor Bierce]

18. **PUBLIC HEARING**, Discussion and Possible Action Regarding the Conditional Use Permit for the Property Located on Bluemound Road (PWC 0951-995-001) for the Purpose of Constructing a Combined Warehouse/Office Building for a Landscape and Handyman Service Company as Requested by Arce Handyman LLC [Fuchs]

19. **PUBLIC HEARING**, Discussion and Possible Action Regarding a Comprehensive Master Plan Amendment to Change the Year 2050 Land Use/Transportation Plan Use Designation for Arce Handyman LLC for Property Located on Bluemound Road (PWC 0951-995-001) From Manufacturing/Fabrication/Warehousing to Manufacturing/Fabrication/Warehousing and Flood Plains, Lowland and Upland Conservancy, and Other Natural Areas (Lot 1); and From Manufacturing/Fabrication/Warehousing to Medium Density Residential (6,500 SQ. Ft. - 1/2 AC./Dwelling Unit) and Floodplains, Lowland and Upland Conservancy, and Other Natural Areas (Lot 2) [Fuchs]

20. Discussion and Possible Action Regarding the Oak Peninsula Road Reconstruction and Water Main Extension Project and Associated Public Hearing [Wagner]

21. Public Comment - Please limit your comments to two (2) minutes, if further time for discussion is needed please contact your district Alderperson prior to the meeting.

22. Adjournment

Kelly Tarczewski
Clerk/Treasurer

May 28, 2020

NOTICE

This in-person meeting will have the option to attend virtually or by phone due to the Governor's Emergency Safer At Home order due to the COVID-19 virus.

To attend this meeting virtually or by phone please stop by Pewaukee City Hall or contact Kelly Tarczewski, City Clerk, 262-691-0770, tarczewski@pewaukee.wi.us **before 3 P.M. on the date of the meeting** for directions. Meeting materials are available at https://pewaukee.novusagenda.com/AgendaPublic/.

It is possible that members of other governmental bodies of the municipality may be in attendance to gather information that may form a quorum. At the above stated meeting, no action will be taken by any governmental body other than the governmental body specifically referred to above in this notice.

Any person who has a qualifying disability under the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible format must contact the Clerk/Treasurer, Kelly Tarczewski, at (262) 691-0770 three business days prior to the meeting so that arrangements may be made to accommodate your request.

CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 3.1.

DATE: June 1, 2020

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Approval of Common Council Meeting Minutes Dated May 4, 2020

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

CC Minutes 5/4/2020

In attendance:
Mayor Steve Bierce, Aldermen B. Dziwulski, R. Grosch, and J. Wamser. Alderman B. Bergman, C. Brown & J. Kara attended the meeting virtually due to the Covid-19 Virus.

Also in Attendance:
Attorney S. Riffle, Administrator S. Klein, DPW Director M. Wagner, Utility Manager J. Mueller, IT Director B. Kewan, City Planner & Community Development Director N. Fuchs and Clerk/Treasurer K. Tarczewski.

1. Call to Order and Pledge of Allegiance – Mayor Bierce called the meeting to order at 7:01 p.m.

2. Public Comment – None.

3. Consent Agenda
   - 3.1. Approval of Common Council Meeting Minutes Dated March 2, 2020
   - 3.2. Approval of Accounts Payable Listing Dated May 4, 2020
   - 3.3. Approval of Bartender Licenses
   - 3.4. Affirm Action Taken on March 14, 2020 Related to the Declaration of Health Emergency Regarding Coronavirus COVID-19 Pandemic
   - 3.5. Concur with the Recommendations of Statewide Insurance and Disallow the Claim Related to a Water Main Break at East Parkway Meadow Circle and Stillwater Lane on January 12, 2020

   Mayor Bierce removed Item #3.1 because the minutes were not completed. Item #3.5 was removed because there were people present in the audience for the item. Mr. Dziwulski asked that Item #3.2 be removed for discussion.

   A motion was made and seconded (J. Wamser, R. Grosch) to approve the remaining items on the consent agenda. Motion Passed: 6-For, 0-Against.

   3.2 Approval of Accounts Payable Listing Dated May 4, 2020

   Mr. Dziwulski asked why there were two payments for the Joint Library. It was determined that one was for April and the other was for May.

   A motion was made and seconded (B. Dziwulski, R. Grosch) to approve the accounts payable listing. Motion Passed: 6-For, 0-Against.

   3.5 Concur with the Recommendations of Statewide Insurance and Disallow the Claim Related to a Water Main Break at East Parkway Meadow Circle and Stillwater Lane on January 12, 2020.

   Mr. Klein stated the insurance company has recommended that the City deny the claim.

   Chris Wolf (W241 N2533 East Meadow Parkway Circle) asked the Council to look at the claim from an ethical and moral standpoint before flatly denying the claim. He said the residents affected waited a half hour before the water was actually turned off. He said the speed bump added to the water backup issues because of how it channeled the flow. Mr.

Wolf also voiced his displeasure with how long it took the insurance company to review this claim, since it was submitted three months ago.

Mr. Klein referred to Ms. Mueller's memo that stated the City didn't do anything wrong. He said if the Council decides to vote in favor of the residents it would be an expense paid from the City's funds, not the insurance company.

Mr. Wamser stated he felt the City was at fault for just being there and that the insurance adjuster was not customer service oriented.

Ms. Brown stated she did not fully hear all of the discussion and would abstain from the vote based on that.

A motion was made and seconded (R. Grosch, B. Bergman) to concur with the insurance agent's recommendations and deny the claim. Motion Passed: 3-For, 1-Against (J. Wamser), 2-Abstain (J. Kara, C. Brown).

4. Discussion and Possible Action Regarding a Request to Extend the Approval Time Frame of Conditional Use Permit No. CUP-19-12-1 for the Waters Senior Living Management, LLC Development located at approximately W239 N2492 Pewaukee Road (PWC 0919-991 & PWC 0919-995)

Mr. Fuchs stated he received a request from The Waters to extend the conditional use permit because of issues with Covid-19, and the work that needs to be done has been temporarily halted, such as financing and architecture work. He said staff is recommending approval to extend until December 2nd, 2021. Attorney Riffle also recommend approval.

Mayor Bierce stated that perhaps this would be the perfect time to reexamine this project since all of the worst Covid-19 hotspots in the America are taking place in nursing homes. He said he wants assurance that this will not be a future hotspot for Covid-19.

Debbie Tomczyk stated this development is not a nursing home facility. She said it is a senior living facility and there is limited access to common areas. The communal dining facility is optional. Ms. Tomczyk stated she is not aware of any exposures in any of their other facilities.

Mr. Bergman stated all businesses have been affected by the pandemic. He asked how businesses could possibly prepare for something like this. He said this project will be directed by the State and this project has already been vetted out among the Plan Commission and Council.

A motion was made and seconded (J. Wamser, B. Dziwulski) to concur with the staff recommendation and extend the time frame of the conditional use permit. Motion Passed: 6-For, 0-Against.

5. Discussion and Possible Action to Approve the Installation of (3) Boiler Chemical Feed Tanks to the (3) Boilers Located in City Hall

Mr. Klein stated the system is used to inject chemicals into the boiler water feed to eliminate pipe corrosion and things were starting to wear out. While repairs were being done, it was noted there were no chemical feeders on any of the boilers. Mr. Klein also stated the PH level is slightly high and that can corrode elements in the system. Mayor Bierce asked why it was being brought to Common

Council, and Mr. Klein stated it was not in the budget and it needed approval. Mr. Klein stated the $12,700 would be needed for repair and it would come from contingency. Mr. Kara asked why no bids were received. Mr. Klein stated that this is a repair job using our regular maintenance crew. At this amount we would not have to bid, and they have been in line on every job they have done.

A motion was made and seconded (B. Dziwulski/R. Grosch) to approve the installation of three boiler chemical feed tanks located at City Hall. Motion Passed: 6-For, 0-Against.

6. Discussion and Possible Action to Approve the Swan View Farms Phase 1 Development Agreement And Establish the Amount of the Letter of Credit

Ms. Wagner stated this is our standard developer's agreement and establishing letter of credit for the Swan View development. As part of the developer's agreement, they will only be working on Phase 1, which is the looping road on the south half of the property. The letter of credit we are seeking to establish is in the amount of $5,706, 294.00. This will secure sewer, water, storm and roads that are going to be developed on the property, which will be approved by the City Attorney and is based off the construction cost bid that the developer provided, plus a 20 percent addition. Attorney Riffle stated the developer's agreement is in its final form and the formal letter of credit is still outstanding. Once $5.2 million is presented in the appropriate form, things will be able to move forward. Mr. Klein stated the motion should be contingent upon final approval of the City Attorney.

A motion was made and seconded (B. Dziwulski, R. Grosch) to approve the Swan View Farms development agreement contingent on requirements of the City Attorney and City Engineer and establish the initial amount of the letter of credit at $5,706, 294.00 in the form approved by the City Attorney. Motion Passed: 6-For, 0-Against.

7. Discussion and Possible Action to Approve the Amendment to the Developer's Agreement for BBC Northmound, LLC

Ms. Wagner stated this is an amendment to the developer's agreement to allow the tenants at the Northmound building to get occupancy prior to everything being completed in the original developer's agreement, which includes the final paving of the parking lot and storm sewer corrections in Northmound Road. Ms. Wagner stated since there is a road that services the building any items not completed should not delay occupancy. Asphalt plants are starting to open and those are being scheduled to be done, so there is no problem amending the developer's agreement. Ms. Wagner recommended approval of the amendment contingent on the items that need to be completed. Mayor Bierce asked what would happen if we let them take occupancy and the items aren't completed. Attorney Riffle stated we would take the money and fix outstanding items that were not completed due to the letter of credit in place. Ms. Wagner stated they have a line of credit for all public improvements and that letter of credit has not been released.

A motion was made and seconded (B. Dziwulski, R. Grosch) to approve the amendment to the BBC Northmound Developer's Agreement contingent upon City Attorney and City Engineer approval. Motion Passed: 6-For, 0-Against.

8. Discussion and Possible Action Regarding the Springdale Manhole Rehabilitation Project with the Town of Brookfield in Accordance with the Inter-Municipal Agreement

Ms. Wagner stated the City of Pewaukee shares an interceptor with the Town of Brookfield in Springdale Road. The manholes are being eaten away by chemicals from a business upstream from these manholes. These need to be repaired in order to maintain their integrity and do not collapse and cause road issues in the future. The City worked with the Town of Brookfield to determine the best long term solution, and the Town took the lead to bid out the construction work. The City will have to pay 75 percent of the cost of the contract, which is just under $400,000. With 30 percent engineering, administration and contingencies, the contract is at $508,000, with the City's share at $381,464.48. Since we are aware of this, $175,000 was planned in the budget for the work, so $206,000 will need to be reprogrammed.

Ms. Wagner stated we are seeking the reprogramming to come from a few projects currently budgeted for, including the Rockwood Busse Lining Project, budgeted at $250,000, which came in under budget with $150,000 in excess. The Shady Lane/Shady Nook project is still seeking easement acquisitions so they were asking to reallocate the $10,000 that was allocated for the sewer. The Pewaukee Woods project had a budget of $20,000, but the project was delayed until next year, so those funds can be used. This leaves about $27,000 to be taken from savings in the sewer utility. Ms. Wagner stated the Town of Brookfield will bill the City of Pewaukee as the project goes on.

Mr. Klein asked if the business that caused the problem is still around, but Ms. Wagner stated it is no longer in business. Mr. Grosch asked if they would be lining or replacing the manholes. Ms. Wagner stated they will be doing a liner technology where they will reline benches and manholes and redo some of the decking. Mr. Kara asked how many manholes are being repaired and why the Town of Brookfield bid it if we are paying 75 percent of the project. Ms. Wagner stated 27 manholes were being repaired and stated we asked the Town to take the lead on it. Ms. Wagner also stated we did review the bids and are comfortable with price and using Hydroclean as the contractor.

Ms. Brown asked if we normally do 30 percent on projects. Ms. Wagner stated it is normally 25 percent on engineering projects, but it has been bumped up to 30 percent, which includes design, engineering, bidding, construction administration and inspection.

A motion was made and seconded (J. Wamser, R. Grosch) to approve the reprogramming of $206,268.48 as recommended by the City Engineer to pay for the City's share of the contract in accordance with the inter-municipal agreement. Motion Passed: 6-For, 0-Against.

9. Discussion and Possible Action Regarding the North Avenue Well Pump Repair

Ms. Wagner stated we had a motor fail on deep well #6 the week of March 9th. The contractor investigated and found there was catastrophic failure. The pump was pulled and sent to the vendor and we were notified that it is not a warranty issue, but the vendor suspects a power strike, surge or transient influences. The damage is similar to an issue with the last motor that was replaced last year. The City is investigating and working with WE Energies and an electrical contractor to work out the issues. Ms. Wagner stated we will be looking at adding surge protection and phase monitoring, which will monitor electrical input to notify when there is a problem so that the motor can stop before being damaged in the future.

The motor that was replaced last year was rebuilt and put in storage. It will be shipped and put back into service to get the well up and running. The current motor is rebuildable and will take six to eight weeks and can then be put it in storage. The estimate for work done to date to install the motor and start up is $70,000. There will be ongoing costs for surge and monitoring, but there are no estimates at

this time. The 2020 Utility budget included $50,000 pumping equipment repairs and also planned to replace well #5 at the Northmound station, but will postpone and reallocate the funds to well #6. Ms. Wagner is asking to concur with the approach on taking funds from well #5 and moving them to well #6.

Mr. Klein asked if this would be covered by insurance and if it would be worth a claim. Ms. Mueller stated she was not aware, but Ms. Wagner stated she would ask. Mr. Grosch asked if we monitor the frequency and the surges with our systems, and he recommended that we look at having that on all the big horse power motors. Ms. Wagner stated we currently don't have anything on our systems to monitor those things and that would be the phase monitoring we would be looking at. Attorney Riffle asked if we looked into the warranty. Ms. Wagner stated the motor is not a warranty issue, and it was determined with the amount of damage that was seen, there wasn't a weakness within the motor itself.

Mr. Kara asked what the cost would be to delay well #5. Ms. Wagner stated that Ms. Mueller was going to replace the well and motor ahead of radium treatment that was going to be put on that well. She wanted to get that system in line and running effectively before putting the treatment facility in. It would probably not go into service until 2021, but it is not going to delay the project.

Ms. Wagner stated the PSC rate case hearing will be next week and she will get the order on the rate increase three to four weeks afterward. It will go before the Common Council in June. As to the official rate case increase from PSC, there will be an increase but we will not know the amount until the orders come back. The City requested that the increase go into effect for the 3rd quarter September billing.

A motion was made and seconded (B. Dziwulski, R. Grosch) to concur with the Utility on the repairs to Well #5 and reallocate funds from Northmound to North Avenue as recommended by the City Engineer. Motion Passed: 6-For, 0-Against.

10. Public Comment - None.

11. Adjournment – The Common Council meeting adjourned the meeting at 8:15 pm

Respectfully Submitted,

Kelly Tarczewski
Clerk/Treasurer

CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 3.2.

DATE: June 1, 2020

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Approval of Accounts Payable Listing Dated June 1, 2020

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

A/P 6/1/2020

ACCOUNTS PAYABLE	6/1/2020	TOTAL:	$ 939,037.71
Vendor Name	**Document Date**	**Document Amount**	**Transaction Description**
10-33 VEHICLE SERVICES LLC	4/21/2020	$971.28	HWY WHELEN ION T-SERIES
1ST AYD	4/11/2020	$476.56	P&R GLOVES
5 ALARM	5/5/2020	$1,090.00	FD COMFO CARTRIDGES
ADP SCREENING & SELECTION SI	4/27/2020	$177.00	HR EXAMS
ADP, LLC	4/17/2020	$1,217.70	HR HCM SUITE
ADP, LLC	5/1/2020	$345.00	HR TIME & ATTENDANCE
AECOM	5/4/2020	$2,412.51	ENG SWM PLAN REVIEW
AECOM	5/4/2020	$22,750.47	ENG EMERALD FLOOD ANAL
AILCO EQUIPMENT FINANCE GR(	5/1/2020	$412.00	IT SCANNER CONTRACT
AIR ONE EQUIPMENT	5/7/2020	$82.00	COVID RESPIRATOR WIPES
AIRGAS	4/28/2020	$75.13	FD OXYGEN
AIRGAS	4/30/2020	$80.97	FD OXYGEN
AIRGAS	4/30/2020	$195.69	FD OXYGEN
ALL CITY COMMUNICATIONS INC	5/1/2020	$150.01	SW ANSWERING SERVICE
ALL-WAYS CONTRACTORS, INC	5/11/2020	$98.00	P&R TOPSOIL
ALL-WAYS CONTRACTORS, INC	4/23/2020	$304.50	HWY TOPSOIL
ALL-WAYS CONTRACTORS, INC	4/20/2020	$87.00	HWY TOPSOIL
ALL-WAYS CONTRACTORS, INC	4/22/2020	$101.50	HWY TOPSOIL
ARAMARK	4/24/2020	$76.97	HWY UNIFORMS
ARAMARK	5/1/2020	$72.72	HWY UNIFORM
ARAMARK	5/8/2020	$76.22	HWY UNIFORM
ARAMARK	4/17/2020	$72.72	HWY UNIFORMS
ARAMARK	4/10/2020	$72.72	HWY UNIFORMS
ARROW TERMINAL, LLC	4/15/2020	$175.66	HWY CABLE TIES AND WASHERS
ASSESSMENT TECHNOLOGIES LL(	5/5/2020	$17.50	IT SUPPORT
ASSESSMENTS USA	5/7/2020	$239.00	HR EXAMS
ASSESSMENTS USA	5/11/2020	$239.00	HR EXAMS
AT&T CAROL STREAM IL	5/1/2020	$2,089.29	CT TELEPHONE
BACKDRAFT OPCO LLC	5/4/2020	$1,584.00	FD VP1 SUBSCRIPTION FEES
BAKER TILLY VIRCHOW KRAUSE L	3/16/2020	$4,500.00	SW ACCOUNTING & AUDIT SERV
BAKER TILLY VIRCHOW KRAUSE L	5/4/2020	$18,500.00	CT AUDIT 2019 PROGRESS BILL #4
BANK OF FLOWERS	4/27/2020	$173.43	SW FLOWERS
BATZNER PEST CONTROL	4/27/2020	$225.00	P&R PEST CONTROL
BATZNER PEST CONTROL	5/1/2020	$65.00	P&R PEST CONTROL
BATZNER PEST CONTROL	5/6/2020	$119.00	P&R PEST CONTROL
BATZNER PEST CONTROL	5/6/2020	$60.00	P&R PEST CONTROL
BIELINSKI HOMES	4/28/2020	$500.00	BLD OCC BND RFND 191410
BREDAN MECHANICAL SYSTEMS	5/5/2020	$977.52	IT IT ROOM MAINT
BRITTANY RICHER	5/1/2020	$157.65	P&R RENTAL REFUND
BROOKFIELD, CITY OF	4/10/2020	$13,568.06	SW PROJECT 4275-13
BROOKFIELD, CITY OF	4/10/2020	$9,348.64	SW PROJECT 4275-14
BROOKFIELD, CITY OF	4/30/2020	$180,665.70	SW 1ST QTR OPERATING CHGS
BROOKFIELD, CITY OF	5/5/2020	$34,934.22	SW 1ST QTR PRETREATMENT
BS&A SOFTWARE	5/1/2020	$1,190.00	IT SA SOFTWARE SUPPORT FEE

BUELOW VETTER BUIKEMA OLSO	5/4/2020	$4,523.00	HR LEGAL SERVICES
BUMPER TO BUMPER HARTLAND	4/25/2020	$309.38	P&R BATTERY
BURKE TRUCK & EQUIPMENT	2/26/2020	$4,876.00	HWY #12 WING BLADE REPLACEN
BURKE TRUCK & EQUIPMENT	4/23/2020	$1,031.26	HWY FITTING HOSE
CARLIN HORTICULTURAL SUPPLI	4/28/2020	$1,912.03	P&R GRASS SEED
CHARLES KAATZ	5/1/2020	$136.63	P&R RENTAL REFUND
CINTAS CORP.	5/11/2020	$61.14	FD MATS
CINTAS CORP.	4/20/2020	$199.45	HWY FIRST AID SUPPLIES
COLLEEN MACK	5/14/2020	$200.00	P&R SPARK REFUND
COMPASS MINERAL	5/5/2020	$14,572.53	HWY BULK COARSE STONE
CONCENTRA, INC	4/22/2020	$90.00	HR EXAMS
CONTINENTAL UTILITY SOLUTIOI	4/30/2020	$1,990.00	SW CONFERENCE REG FEES
COREY OIL	4/15/2020	$587.03	HWY DIESEL
COREY OIL	4/15/2020	$378.72	HWY GAS
COREY OIL	5/7/2020	$1,014.87	HWY DIESEL
COREY OIL	5/7/2020	$790.38	HWY GAS
COUNTY WIDE EXTINGUISHER, IN	4/29/2020	$213.00	FD HOOD CLEANING
COUNTY WIDE EXTINGUISHER, IN	4/29/2020	$152.50	FD HOOD CLEANING
CRETEX SPECIALTY PRODUCTS	4/14/2020	$476.00	HWY FINISH RING
D.F. TOMASINI, INC	4/13/2020	$9,610.00	SW WATER MAIN REPAIR
DEPT OF SAFETY & PROFESSION/	5/4/2020	$40.00	FD CREDENTIAL RENEWAL
DEPT OF WORKFORCE DEVELOPI	5/1/2020	$445.40	CT UNEMPLOYMENT
DIVERSIFIED BENEFIT SERVICES	5/4/2020	$312.20	CT MAY HRA REIMBURSEMENT
DIVERSIFIED BENEFIT SERVICES	5/15/2020	$193.50	CT FSA MAY 2020
DLT SOLUTIONS	5/11/2020	$2,128.50	IT ANNUAL SUBSCRIPTION RENE\
DOMINIC CLEMENT	4/15/2020	$75.00	P&R BOOT REIMBURSEMENT
DWYER, CHARLIE	5/1/2020	$155.82	BLD MILEAGE REIMBURSEMENT A
EHLERS & ASSOCIATES, INC	4/14/2020	$15,728.75	CT BONDS
ELECTION SYSTEMS & SOFTWAR	5/6/2020	$1,495.00	CT ELECTION HARDWARE & LICEI
ELECTION SYSTEMS & SOFTWAR	5/6/2020	$250.00	CT HARDWARE & LICENSE
ELLIOTT ACE HARDWARE	4/25/2020	$33.98	FD BATTERIES
ELLIOTT ACE HARDWARE	4/28/2020	$25.98	FD STRAIGHT BLADE PLUG
EWALD CHEVROLET BUICK	5/12/2020	$43.45	FD OIL FILTERS
GALLS	4/9/2020	$207.37	FD CLOTHES EMBROIDERY
GALLS	4/9/2020	$173.76	FD PANTS
GALLS	4/16/2020	$60.66	FD SHIRT
GALLS	4/16/2020	$55.25	FD NAMETAG
GALLS	4/20/2020	$312.98	FD PARKA
GALLS	4/28/2020	$86.87	FD SHIRTS
GRAINGER	5/4/2020	$36.38	SW OVERBOOT
HAHN, DAN & REBECCA	5/14/2020	$400.00	P&R CAMP REFUND
HALEN HOMES	4/30/2020	$2,000.00	BLD ERSN BND RFND 170676
HAWKINS, INC.	3/31/2020	$2,688.37	SW TONKAZORB
HAWKINS, INC.	4/10/2020	$63.80	SW BUSHING BRASS
HAWKINS, INC.	4/14/2020	$3,217.50	SW SODIUM SILICATE
HAWKINS, INC.	4/9/2020	$711.73	SW NOZZLE
HAWKINS, INC.	4/29/2020	$3,189.03	SW TONKAZORB
HEARTLAND BUSINESS SYSTEMS	4/21/2020	$4,877.32	IT FILTERING LICENSE
HEIN ELECTRIC SUPPLY	5/5/2020	$93.66	FD MULTIVAPOR

HUMPHREY SERVICE PARTS, INC	3/17/2020	$75.97	SW OIL AND AIR FILTERS
HUMPHREY SERVICE PARTS, INC	4/21/2020	$25.91	HWY OIL FILTERS
HUMPHREY SERVICE PARTS, INC	4/21/2020	$103.24	HWY REAR KIT
HUMPHREY SERVICE PARTS, INC	4/27/2020	$34.55	HWY OIL FILTER
HUMPHREY SERVICE PARTS, INC	5/4/2020	$89.40	HWY FILTER
HYDROCORP	4/30/2020	$1,084.00	SW MCC 2 YR
INFORMATION TECH. PROF. LLC	4/29/2020	$11,890.00	IT HP DESKTOP PCS
INSIGHT FS MAPLETON	4/30/2020	$2,782.73	HWY LAWN CARE FERTILIZER
JAMES CRAIG BUILDERS	5/1/2020	$500.00	BLD OCC BND RFND 190633
JASON KLEINHANS	5/14/2020	$463.00	P&R SPARK FIELDTRIPS REFUND
JEFFERSON FIRE & SAFETY, INC.	4/14/2020	$96.42	FD GLOVES
JENSEN EQUIPMENT	4/16/2020	$119.40	HWY CONTRAST CLASS 3
JILL STOFFIELD	5/1/2020	$94.84	P&R RENTAL REFUND
JK LAWN SERVICE	4/30/2020	$59.85	FD LAWN SERVICE STN 2
JK LAWN SERVICE	4/30/2020	$61.95	FD LAWN SERVICE STN 1
JK LAWN SERVICE	5/4/2020	$49.35	SW LAWN CARE
JK LAWN SERVICE	5/4/2020	$211.05	SW LAWN CARE
JOHN P LOCHEN CO. INC	4/24/2020	$273.82	P&R TRACTOR ALTERNATOR REPI
JOHN'S DISPOSAL SERVICE	5/5/2020	$17,216.66	ENG APR LANDFILL CHGS
JOHN'S DISPOSAL SERVICE	4/24/2020	$51,457.38	ENG CONTRACTED BILLING
KAESTNER AUTO ELECTRIC CO.	5/5/2020	$76.37	P&R FUSE
KAESTNER AUTO ELECTRIC CO.	4/7/2020	$97.61	HWY BRAKE CONTR
KMB ELECTRIC	5/1/2020	$2,453.08	P&R INSTALL OUTLETS
KWIK TRIP	5/1/2020	$4,670.88	FD FUEL
LANGE ENTERPRISES, INC	4/16/2020	$2,515.18	HWY ROAD SIGNS
LAWN BOYZ CUSTOM CARE	4/27/2020	$2,410.63	CT PILGRIMS REST CONTRACT
LEVEL UP CONSTRUCTION	4/29/2020	$32,300.00	AD CONTRACT PMT
LIFE-ASSIST INC	4/20/2020	$647.68	FD FIRST AID SUPPLIES
LIFE-ASSIST INC	4/27/2020	$89.60	FD MEDICAL SUPPLIES
LIFE-ASSIST INC	5/6/2020	$158.88	FD FINGER PULSE
LIFE-ASSIST INC	5/4/2020	$190.80	FD FIRST AID SUPPLIES
LIFETIME DOOR COMPANY	4/27/2020	$500.00	FD REPAIR FIRE DOOR
LINCOLN CONTRACTORS	2/6/2020	$2,391.00	SW AUTO FLOAT CONTROL
LINCOLN CONTRACTORS	2/5/2020	$353.15	SW CABLE KIT
LINDA PAPROCKI	5/8/2020	$95.61	P&R RENTAL REFUND
LUNDA CONSTRUCTION	5/5/2020	$242,178.08	ENG PMT 4 CONTRACT
MARGARET BATHKE	5/1/2020	$136.63	P&R RENTAL REFUND
MARY ARATA-BUNK	5/1/2020	$75.00	P&R PROGRAM REFUND
MENARDS	4/30/2020	$14.99	FD FIBERGLASS
MENARDS	4/27/2020	$31.98	P&R PAINT
MENARDS	4/30/2020	$36.40	P&R PARKS SHOP SUPPLIES
MENARDS	4/24/2020	$49.99	P&R MOUNTING PLATE
MENARDS	2/27/2020	$59.97	CT FLUORESCENT LIGHT BULBS
MENARDS	5/8/2020	$13.47	P&R LUMBER SIMMONS BOARDV
MENARDS	5/8/2020	$116.59	P&R SHOP OFFICE DOOR SUPPLII
MENARDS	4/28/2020	$0.46	SW COUPLING
MENARDS	4/15/2020	$8.21	HWY CVR CLR
MOTION & CONTROL ENTERPRIS	4/28/2020	$17.16	HWY ELBOW SWVL
Municipal Law & Litigation Group	3/18/2020	$7,137.60	CT LEGAL FEES

MUSKIES INC	5/1/2020	$26.28	P&R RENTAL REFUND
NAPA	4/30/2020	$2.37	SW FINANCE CHARGES
NATIONWIDE RETIREMENT SOLU	4/28/2020	$1,260.09	CT RETIREMENT PD 4-10
NATIONWIDE RETIREMENT SOLU	4/28/2020	$1,260.09	CT RETIREMENT PD 4-24
NATIONWIDE RETIREMENT SOLU	4/28/2020	$1,260.09	CT RETIREMENT PD 3-27
NORTHERN LAKE SERVICE, INC	4/29/2020	$20.00	SW COLIFORM BACTERIA
NORTHERN LAKE SERVICE, INC	4/29/2020	$80.00	SW CHLORINE
NORTHERN LAKE SERVICE, INC	4/29/2020	$60.00	SW CHLORINE
NORTHERN LAKE SERVICE, INC	4/29/2020	$80.00	SW CHLORINE
NORTHERN LAKE SERVICE, INC	4/29/2020	$180.00	SW COLIFORM BACTERIA
NORTHERN LAKE SERVICE, INC	4/29/2020	$20.00	SW COLIFORM BACTERIA
OFFICE COPYING EQUIPMENT, LT	4/30/2020	$106.81	FD SHARP MX3070N CONTRACT
OFFICE COPYING EQUIPMENT, LT	4/30/2020	$133.22	P&R SHARP MX 3070N CONTRAC
OFFICE COPYING EQUIPMENT, LT	4/30/2020	$64.39	ENG SHARP MX4070N CONTRAC
OFFICE COPYING EQUIPMENT, LT	3/31/2020	$389.29	CT SHARP MX6240N CONTRACT
OFFICE COPYING EQUIPMENT, LT	4/30/2020	$579.60	CT SHARP MX6240N CONTRACT
OFFICE DEPOT	4/24/2020	$10.99	CT OFFICE SUPPLIES
OFFICE DEPOT	4/23/2020	$34.26	CT OFFICE SUPPLIES
OFFICE DEPOT	4/23/2020	$43.98	CT OFFICE SUPPLIES
OFFICE DEPOT	4/1/2020	$57.56	SW OFFICE SUPPLIES
OFFICE DEPOT	4/23/2020	$30.95	COVID PRINTER INK
OFFICE DEPOT	4/27/2020	$58.36	P&R OFFICE SUPPLIES
OFFICE DEPOT	5/1/2020	$6.08	CT OFFICE SUPPLIES
OFFICE DEPOT	5/1/2020	$10.24	CT OFFICE SUPPLIES
OFFICE DEPOT	4/29/2020	$23.61	BLD OFFICE SUPPLIES
OFFICE DEPOT	5/7/2020	$55.13	CT OFFICE SUPPLIES
PEWAUKEE, VILLAGE OF	5/8/2020	$11,315.46	CT PARK & REC APRIL 2020
PEWAUKEE, VILLAGE OF	5/8/2020	$12,923.40	CT EMS COLLECTIONS APR 2020
PEWAUKEE, VILLAGE OF	5/1/2020	$6,278.54	CT LAKE PATROL QTR 2
PEWAUKEE, VILLAGE OF	4/29/2020	$28,905.85	SW INDUSTRIAL CHGS
POWER EQUIPMENT LEASING CC	4/7/2020	$3,800.00	HWY VERSALIFT RENTAL
PREMIUM WATERS, INC	5/4/2020	$28.50	HWY WATER
PREMIUM WATERS, INC	4/20/2020	$20.25	HWY WATER
PROVEN POWER, INC.	4/27/2020	$346.52	HWY AIR FILTERS
PROVEN POWER, INC.	5/4/2020	$17.05	HWY OIL FILTERS
R&R INSURANCE SERVICES	5/4/2020	$24,350.00	CT WORKERS COMP
R&R INSURANCE SERVICES	5/4/2020	$382.00	CT WORKERS COMP
RED RIVER CONSTRUCTION	4/29/2020	$170.00	BLD PLUMBING PERMIT REFUND
REINDERS, INC.	5/1/2020	$15.20	P&R SPACER CASTOR
ROTROFF JEANSON & CO.	4/2/2020	$1,221.00	SW PREPARE RCA SUPP TO PSC
RUEKERT & MIELKE, INC.	4/3/2020	$371.00	SW CONSTRUCTION SEWER REH
RUEKERT & MIELKE, INC.	4/3/2020	$15,945.70	SW DESIGN AND BIDDING SERVI
RUEKERT & MIELKE, INC.	4/3/2020	$278.00	SW STUDY WATER RATE
RUEKERT & MIELKE, INC.	4/3/2020	$1,101.90	SW POST CONSTRUCTION SERVI
RUEKERT & MIELKE, INC.	5/1/2020	$431.75	ENG EROSION REVIEW
RUEKERT & MIELKE, INC.	5/1/2020	$831.45	ENG EROSION CONTROL REVIEW
RUEKERT & MIELKE, INC.	5/1/2020	$431.75	ENG EROSION CONTROL REVIEW
RUEKERT & MIELKE, INC.	5/1/2020	$486.30	ENG EROSION CONTROL INSPEC
RUEKERT & MIELKE, INC.	5/1/2020	$431.75	ENG EROSION CONTROL REVIEW

RUEKERT & MIELKE, INC.	5/1/2020	$511.25	ENG ADDITION 2, PHASE 3 WOOI
RUEKERT & MIELKE, INC.	5/1/2020	$841.50	ENG DESIGN
RUEKERT & MIELKE, INC.	5/1/2020	$8,570.50	ENG DESIGN
RUEKERT & MIELKE, INC.	5/1/2020	$2,344.00	ENG DESIGN AND BIDDING
RUEKERT & MIELKE, INC.	5/1/2020	$120.00	SW GENERAL SERVICES
RUEKERT & MIELKE, INC.	5/1/2020	$80.00	SW POST CONSTRUCTION SERVIC
RUEKERT & MIELKE, INC.	5/1/2020	$20,248.70	SW DESIGN BIDDING SERVICES
RUEKERT & MIELKE, INC.	5/1/2020	$954.00	SW CONSTRUCTION ADMINISTRA
RUEKERT & MIELKE, INC.	5/1/2020	$1,365.75	SW VERIFY AND UPDATE STRUCT
RUEKERT & MIELKE, INC.	4/3/2020	$365.80	SW GENERAL SERVICES
RUEKERT & MIELKE, INC.	5/1/2020	$585.00	SW PRELIMINARY DESIGN
SOFT WATER, INC.	4/30/2020	$30.00	FD SOLAR SALT
SPRING CREEK CHURCH	4/28/2020	$363.30	CT REFUND SPECIAL EVENT
STACI THOM	5/1/2020	$89.00	P&R PROGRAM CANCELLATION
Strand Associates, Inc	4/13/2020	$2,791.23	SW GEN ON CALL SERVICES
TD AMERITRADE TRUST COMPAN	4/28/2020	$50.00	CT LOAN REPAYMENT PD 3-27
TD AMERITRADE TRUST COMPAN	4/28/2020	$50.00	CT LOAN REPAYMENT PD 4-24
TD AMERITRADE TRUST COMPAN	4/28/2020	$50.00	CT LOAN REPAYMENT PD 4-10
TOTAL APPEARANCE SIGNS AND	4/22/2020	$927.50	FD PAINT MATERIALS
US POSTAL SERVICE-PEWAUKEE	4/20/2020	$240.00	SW PRESORT
USA BLUEBOOK	4/1/2020	$185.58	SW DIAPHRAGM FOR PUMPS
VERIZON	4/1/2020	$212.85	SW TELEPHONE
VERIZON	4/23/2020	$22.11	FD TELEPHONE
VERIZON	5/1/2020	$231.99	SW TELEPHONE
WATER REMEDIATION TECHNOL	5/1/2020	$3,534.57	SW BASE TREATMENT CHG
WAUKESHA CO TECHNICAL COLL	4/30/2020	$474.00	FD CPR CERT
WAUKESHA CO TREASURER	4/27/2020	$2,701.46	FD NETMOTION INTERGRAPH
WAUKESHA CO TREASURER	4/17/2020	$702.00	HWY BRINE
WE ENERGIES	4/23/2020	$22.65	P&R FIELD LIGHTING
WE ENERGIES	4/23/2020	$16.25	P&R ELECTRIC
WE ENERGIES	4/23/2020	$17.18	P&R FLAG LIGHT
WEPCO	5/8/2020	$1,208.07	SW RETURN DEPOSIT
WESTERN CULVERT & SUPPLY	4/16/2020	$513.00	HWY CMPA FLARED END SECTION
WI DEPT OF JUSTICE-RECORDS C	5/1/2020	$54.00	HR EXAMS
WISCONSIN DEPARTMENT OF TR	5/4/2020	$3,094.11	ENG DUPLAINVILLE RD DESIGN
WISCONSIN LEGAL BLANK	5/4/2020	$535.00	FD ENVELOPES & LETTERHEAD
WOLF CONSTRUCTION COMPAN	4/27/2020	$271.32	HWY COLD MIX
XEROX CORPORATION	5/1/2020	$257.24	SW BASE AND METER CHGS

CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 3.3.

DATE: June 1, 2020

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Approval of Bartender Licenses

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Bartender Listing

Bartender License List **Meeting Date: May 18, 2020**

Individual Name	Establishment Name	Type
Asvathaman, Pillay	Stoneridge Market	Renewal
Bain, Monica J	Loft & Chapel	Renewal
Beckard, Rebecca F	Mugshotz	Renewal
Benedict Velez, Regina L	Wonderland Tap	Renewal
Benson, John M	Curlys Waterfront	Renewal
Bleecker, Reann T	Kwik Trip	Renewal
Blehovde, Amanda L	Kwik Trip	New
Boehnen, Nicole A	Wonderland Tap	Renewal
Bonus, Kerry K	Wonderland Tap	Renewal
Boville, Marjorie R	The Station Bar & Grill	Renewal
Brown, Mitchell T	Kwik Trip	Renewal
Brzycki, Emily R	The Station Pub & Grill	Renewal
Canada, Rebekah C	Curly's Waterfront	Renewal
Ernser, Jolene A	The Beer Depot	Renewal
Fahey, Walter J	Curlys Waterfront	Renewal
Felda, Rachel A	Point Burger Bar	Renewal
Gille, Heather L	Kwik Trip	Renewal
Gomez, Angela K	Kwik Trip	New
Hammersley, Brian R	Kwik Trip	Renewal
Haworthne, Jane L	The Station Bar & Grill	Renewal
Heidenreich, Ronald A	Smokey's Muskie Shop	Renewal
Heinen, James T	Queen of Apostles	Renewal

Heipel, Dana L	Kwik Trip	Renewal
Hettich, Daniel M	Curly's Waterfront	Renewal
Hollub, Darcy A	Wonderland Tap	Renewal
Huckbody, Douglas L	Battlehouse	Renewal
Janzen, Miller J	Kwik Trip	New
Jilot, Sheila M	Andrea's Red Rooster	Renewal
Jira, Stacy L	Curlys Waterfront	Renewal
Kopcztyk, Lisa M	Queen of Apostles	Renewal
Koplein, Nicole A	Mugshotz	Renewal
Lawler, Kelly L	Kwik Trip	Renewal
Lesher Mosca, Cami R	The Station Bar & Grill	Renewal
Lindsay, Joshua D	Kwik Trip	Renewal
Losiniecki, Johnathon J	Kwik Trip	New
Marcy, Celena L	Point Burger Bar	Renewal
McAdams, John T	Gina's Sports Dock	Renewal
Michaels, Elizabeth M	Andrea's Red Rooster	Renewal
Opper, Scott J	The Beer Depot	Renewal
Pietrykowski, Marita M	Queen of Apostles	Renewal
Prest, Kaitlyn C	Curly's Waterfront	Renewal
Quinney, Lisa	Kwik Trip	New
Rodriguez, Gayle K	The Beer Depot	Renewal
Roe, Adrianne M	The Station Pub & Grill	Renewal
Rydberg, Jeff L	Gina's Sport Dock	Renewal

Schreck, Darlene A	Gina's Sports Dock	Renewal
Schwarzbach, Nathaniel J	Curlys Waterfront	Renewal
Shekey, Samson J	Kwik Trip	Renewal
Simonds, Jody M	Andrea's Red Rooster	Renewal
Smith, Meghan A	Sunset Grill	Renewal
Spara, Ginger M	Gina's Sports Dock	Renewal
Steinmetz, Brian C	Kwik Trip	New
Stigney, Scott H	The Loft & Chapel	Renewal
Thom, Nicole MJ	Kwik Trip	New
Torres, Alexandria J	Andrea's Red Rooster	Renewal
Vogel, Cortney A	Mugshotz	Renewal
Weisman, Amy M	The Beer Depot	Renewal
Wilcox, Sierra P	Gina's Sport Dock	Renewal
Zehner, Brenda R	Wonderland Tap	Renewal
Zielinski, Crystal A	Kwik Trip	New
Zinda, Danielle J	The Station Pub & Grill	Renewal
Zoen, Emily M	Gina's Sports Dock	Renewal

CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 3.4.

DATE: June 1, 2020

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Approval of **Resolution 20-05-05** Regarding Inspection of Public Records

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Resolution 20-06-05

STATE OF WISCONSIN **CITY OF PEWAUKEE** **WAUKESHA COUNTY**

RESOLUTION 20-06-05
NOTICE REGARDING INSPECTION OF PUBLIC RECORDS

Except as otherwise provided, any person has a right to inspect public records and to make or receive a copy of any public records as provided in Chapter 19, Subchapter II, Wisconsin Statutes, and applicable municipal ordinances.

Requests to inspect public records must be made to the City Clerk/Treasurer at the Pewaukee City Hall, W240 N3065 Pewaukee Road, Pewaukee, Wisconsin, 53072.

Public records may be requested, inspected and copies obtained during normal business hours Monday through Friday, 8:00 a.m. to 4:30 p.m. In some cases, records may require retrieval from archives and therefore may not be immediately available for inspection.

The cost of photocopying shall be .10¢ per page, plus sales tax, which has been calculated to be the actual, necessary and direct cost of reproduction. In some cases additional charges may apply, such as to recover costs for locating a record, mailing or shipping costs, or photographing and photographic processing costs, and in some cases prepayment may also be required, as allowed by law.

Pursuant to the requirements of Section 19.34(1), Wisconsin Statutes, the following is a list of the holders of any "local public office" as that term is defined and used therein:

- Steve Bierce – Mayor
- Brandon Bergman – Alderman District #1
- Ray Grosch – Alderman District #1
- Colleen Brown – Alderman, District #2
- Jeffery Kara – Alderman, District #2
- Brian Dziwulski – Alderman, District #3
- Jerry Wamser – Alderman, District #3
- Scott Klein – Administrator
- Rhett Tuff – Assessor
- Kelley Woldanski – Director of People & Culture
- Kelly Tarczewski – Clerk/Treasurer
- Magdelene Wagner – Engineer/Public Works Director
- Bobby Kewan – Information Technology Director
- Kevin Bierce – Fire Chief
- Nick Phalin – Parks & Recreation Director
- Jane Mueller – Utility Manager
- Lieutenant Marc Moonen - Police Services C/O Waukesha County Sheriff's Department
- Nick Fuchs – Planner & Community Development Director

Passed and adopted by the City of Pewaukee this 1st day of June 2020.

_____
Steve Bierce, Mayor

Attest:

_____
Kelly Tarczewski, Clerk/Treasurer

CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 3.5.

DATE: June 1, 2020

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Approve **Resolution 20-06-06** Rescinding Personal Property Taxes For Charter Communications, LLC (PWC T465) in the Amount of $404.41 Due to a Duplicate Assessment

BACKGROUND:

The City Assessor Agrees that this is a duplicate assessment.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

Approve Resolution 20-06-06

ATTACHMENTS:

Description

Resolution 20-06-06

STATE OF WISCONSIN CITY OF PEWAUKEE WAUKESHA COUNTY

RESOLUTION 20-06-06

RESCIND TAXES ON SPECIFIC PERSONAL PROPERTY PURSUANT TO SECTION 74.33(1)(e), WIS. STATS. IN THE CITY OF PEWAUKEE

WHEREAS; Time Warner Cable Internet, LLC, further identified as tax key PWC T047 had an additional personal property tax account listed under Charter Communications, LLC, doing business as Spectrum, and is further identified as PWC T465,

WHEREAS; Time Warner Cable Internet, LLC has petitioned the Common Council pursuant to the provisions of Section 74.33(1)(e) of the Wisconsin Statutes to rescind the personal property taxes on PWC T465 which is shown in the 2019 tax roll due to a palpable error (double assessment); and,

WHEREAS; Time Warner Cable Internet, LLC filed their 2019 Statement of Personal Property form for PWC T047 on February 20, 2019; and

WHEREAS; The Property assessment for PWC T047 was valued at $26,900 which resulted in a true tax payment charge of $404.41 for 2019; and

WHEREAS; No Statement of Personal Property form was filed in 2019 for Charter Communications, LLC, doing business as Spectrum PWC T465; and

WHEREAS; The Property assessment for PWC T465 was valued at $26,900 which resulted in a double tax payment charge of $404.41; and

WHEREAS; The City Assessor recognizes there is a double assessment for this property owner and recommends the total rescission amount of $404.41 tax due and owing on and against the parcel referenced above.

NOW, THEREFORE, BE IT RESOLVED, by the Pewaukee Common Council as follows:

1. The personal property tax shown on the tax roll against PWC T465 shall be rescinded in the amount of $404.41.
2. The taxpayer is not entitled to any refunds, since the tax bill is outstanding.
3. The City Assessor is directed to remove account PWC T465 from the City's tax roll records.
4. The Waukesha County Treasurer shall be notified of these actions.

SEVERABLE: The several sections of this resolution are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision, and shall not affect the validity of any other provisions, sections or portions thereof of the resolution. The remainder of the resolution shall remain in full

force and effect. Any other resolutions whose terms are in conflict with the provisions of this resolution are hereby repealed as to those terms that conflict.

Dated this 1st day of June, 2020.

COMMON COUNCIL, CITY OF PEWAUKEE
WAUKESHA COUNTY, WISCONSIN

ATTEST:

_____
Steve Bierce, Mayor

_____
Kelly Tarczewski, Clerk/Treasurer

CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 4.

DATE: June 1, 2020

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Discussion and Possible Action to Revise the 2019-2020 Liquor License Premise Descriptions for Michaels House of Prime and Doc's Dry Doc to Promote Social Distancing [Fuchs / Tarczewski]

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Michaels Revised

Michaels Map

Doc's Revised

AMENDED

Renewal Alcohol Beverage License Application

(Submit to municipal clerk. **Read instructions on page 3.)**

For the license period beginning: 6/1/2020 (mm dd yyyy) ending: 6/30/2020 (mm dd yyyy)

To the Governing Body of the: ☐ Town of ☐ Village of ☒ City of } Pewaukee

County of Waukesha Aldermanic Dist. No. 2 (if required by ordinance)

Check one: ☐ Individual ☒ Limited Liability Company ☐ Partnership ☐ Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number	
456 1029231911 02	
FEIN Number 81-4571416	
TYPE OF LICENSE REQUESTED	**FEE**
☐ Class A beer	$
☒ Class B beer	$
☐ Class C wine	$
☐ Class A liquor	$
☐ Class A liquor (cider only)	$ N/A
☒ Class B liquor	$
☐ Reserve Class B liquor	$
☐ Class B (wine only) winery	$
Publication fee	$
TOTAL FEE	$

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

B. LLC or Corporation (and Agent):

Full Legal Name of Corporation / Nonprofit Organization / Limited Liability Company	Address of Corporation / Limited Liability Company (if different from licensed premises)
Buckley Brothers Family LLC	W278N2316 Prospect Ave, Pewaukee, WI 53072

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent.

Agent Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Buckley	Richard	Clive	Pewaukee WI 5307

All Officer(s) Director(s) of Corporation and Members / Managers of Limited Liability Company:

President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Buckley	DAVID	Jon	Delafield, WI 53018
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Buckley	Richard	Clive	Pewaukee, WI 53072
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

C. Business Information

1. Trade Name Michael's House of Prime Business Phone Number 262-691-1450
2. Address of Premises W278N2316 Prospect Ave Post Office & Zip Code Pewaukee, WI 53072
3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? . . . . . Yes ☒ ☐ No
4. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)

Liquor, beer, + wine will be stored in locked closets/rooms in basement, in upstairs bar room, and outdoor gazebo. Alcohol will be served in the bar room, dining room on main floor, upstairs room, and outdoor dining area.

5. Legal description (omit if street address is given on previous page): _____

6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, or nonprofit organization licensee been **convicted of any offenses** (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? **If yes, complete page 3** . . . . . ☐ Yes ☒ No

   b. Are **charges** for **any offenses** presently **pending** (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? **If yes, explain fully on page 3.** . . . . . ☐ Yes ☒ No

7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? **If yes, explain** . . . . . ☐ Yes ☐ No

8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? **If not, explain** . . . . . ☒ Yes ☐ No

9. Does the applicant understand they must hold a Wisconsin Seller's Permit? . . . . . ☒ Yes ☐ No
   [phone (608) 266-2776]

10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? . . . . . ☒ Yes ☐ No

11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? . . . . . ☐ Yes ☒ No

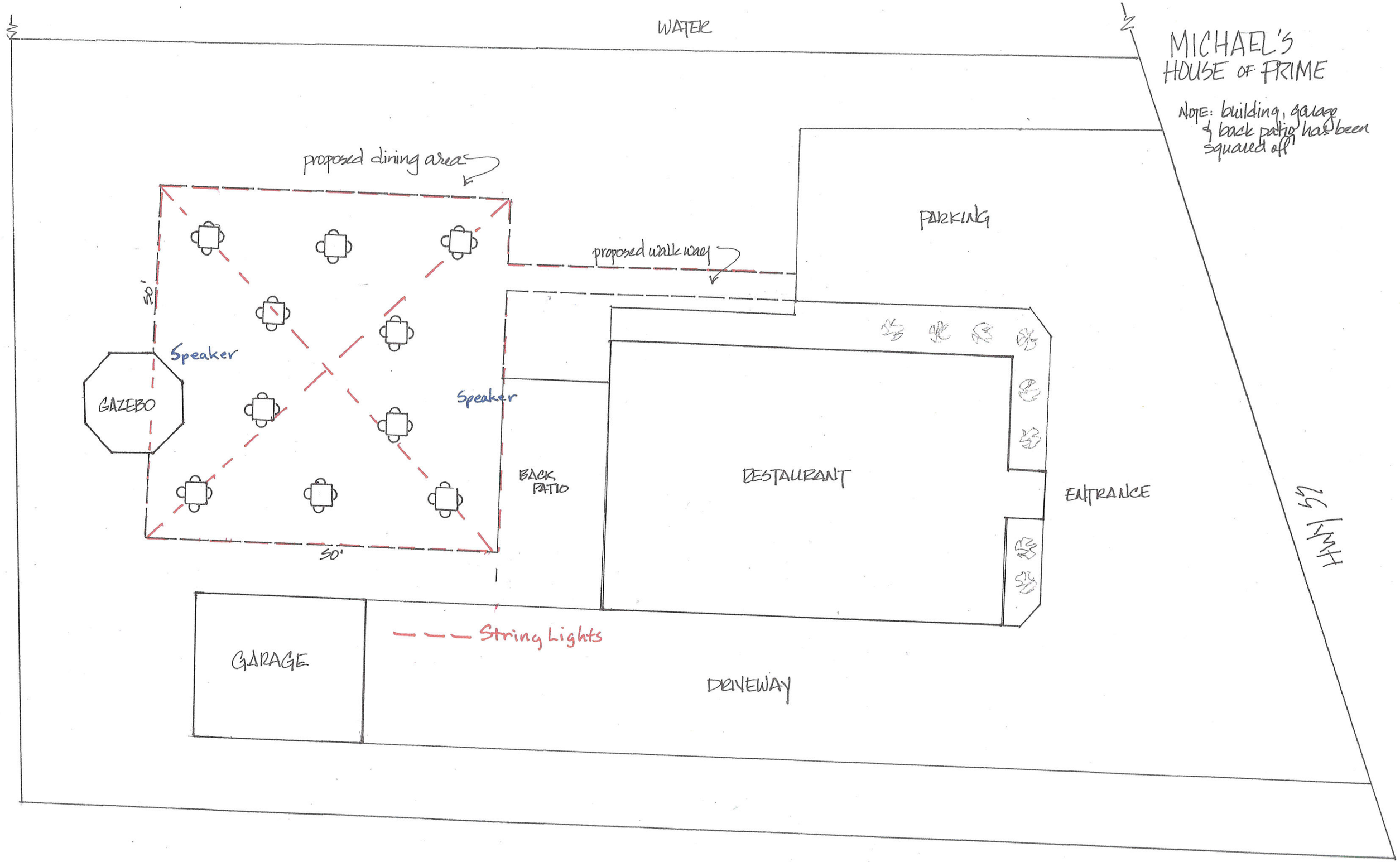
12. Does the applicant owe municipal property taxes, assessments, or other fees? . . . . . ☐ Yes ☒ No
    (**Note:** Renewal of licenses may be denied pursuant to a local ordinance, if the licensee owes municipal taxes, assessments or other fees).

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Contact Person's Name (Last, First, M.I.)	Title / Member	Date
Buckley, Richard C	Member	5/13/2020
Signature	**Phone Number**	**Email Address**
Richard C Buckley	414-303-7599	Rick@Michaelshouseofprime.com

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council / board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk


WATER
MICHAEL'S
HOUSE OF PRIME
NOTE: building, garage & back patio has been squared off
proposed dining area
proposed walk way
PARKING
50'
Speaker
GAZEBO
Speaker
BACK PATIO
RESTAURANT
ENTRANCE
HWY 55
50'
String Lights
GARAGE
DRIVEWAY

SCALE: 1" = 12'

Original Alcohol Beverage Retail License Application

Submit to municipal clerk.

For the license period beginning 7/1/[illegible] 20 20 ;
ending 6/30 20 21

TO THE GOVERNING BODY of the: ☐ Town of ☐ Village of ☒ City of } Pewaukee

County of Waukesha Aldermanic Dist. No. _____ (if required by ordinance)

RECEIVED
MAY 26 2020
CITY OF PEWAUKEE
CLERK'S OFFICE

Applicant's WI Seller's Permit No.:	FEIN Number:
LICENSE REQUESTED ▶	
TYPE	FEE
☐ Class A beer	$
☒ Class B beer	$
☐ Class C wine	$
☐ Class A liquor	$
☐ Class A liquor (cider only)	$ N/A
☒ Class B liquor	$
☐ Reserve Class B liquor	$
☐ Class B (wine only) winery	$
Publication fee	$
TOTAL FEE	$ 630.00

1. The named ☐ Individual ☐ Partnership ☒ Limited Liability Company ☐ Corporation / Nonprofit Organization
hereby makes application for the alcohol beverage license(s) checked above.
2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): ▶ Goodman, Joshua Kenneth Pewaukee, WI 53072

An **"Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company.** List the name, title, and place of residence of each person.

	Title	Name (Last, First, M.I.)	Home Address	Post Office & Zip Code
President/Member	President	Goodman, Joshua, K		Pewaukee, WI 53072
Vice President/Member				
Secretary/Member				
Treasurer/Member				
Agent ▶				
Directors/Managers				

3. Trade Name ▶ Doc's Dry Dock, Inc. Business Phone Number 262-691-9947
4. Address of Premises ▶ N38 W27091 Parkview Rd. Post Office & Zip Code ▶ Pewaukee, WI 53072
5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? ☒ Yes ☐ No
6. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant? ☐ Yes ☒ No
7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? ☐ Yes ☒ No
8. (a) **Corporate/limited liability company applicants only:** Insert state Wisconsin and date 3-12-2014 of registration.
   (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? ☐ Yes ☒ No
   (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? ☐ Yes ☒ No

(NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) 14 seat bar w/ 5 tables 4 sales. Storage behind bar & downstairs. OVER
10. Legal description (omit if street address is given above): _____
11. (a) Was this premises licensed for the sale of liquor or beer during the past license year? ☒ Yes ☐ No
    (b) If yes, under what name was license issued? Joshua K. Goodman
12. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277] ☒ Yes ☐ No
13. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] ☒ Yes ☐ No
14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☒ Yes ☐ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000. Signer agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants, or one member of a partnership applicant must sign; one corporate officer, one member/manager of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

Doc's Dry Dock, Inc. Josh Goodman - President
(Officer of Corporation / Member / Manager of Limited Liability Company / Partner / Individual)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council / board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 5.

DATE: June 1, 2020

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Discussion and Possible Action Regarding the Special Event Permit Request of Craig Werner of Mugshotz Bar and Grill Located at (W270 N2793 Elm Avenue) to Hold Their 10th Anniversary Event on Friday, July 17th and Saturday, July 18th [Tarczewski]

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Mugshotz Application

RECEIVED
MAY 13 2020
CITY OF PEWAUKEE
CLERK'S OFFICE

SPECIAL EVENT PERMIT APPLICATION

May 2012

CITY OF PEWAUKEE
The City in the Country

W240 N3065 Pewaukee Road
Pewaukee, WI 53072
262-691-0770, FAX: 262-691-1798
www.cityofpewaukee.us

Permit approved		Date	
Permit fees paid	$723.30	Date	5/13/20
Deposit paid		Date	
Deposit returned?		Date	
		FEES ARE NON-REFUNDABLE	

APPLICATION AND PERMIT FEE IS DUE 90 DAYS PRIOR TO YOUR EVENT.

ORGANIZATION INFORMATION

Name of Organization: Mug Shotz Bar & Grill			
Street Address: W270 N2793 Elm Ave	City: Pewaukee	State: WI	Zip: 53072
Phone Number: (262) 696-4177	Are you a 501(c)3 Organization? *Circle one*	Yes	No
Event Contact Person (First & Last Name): Craig Werner			
Address: W268 N2780 Water St	City: Pewaukee	State: WI	Zip: 53072
Email: mugshotzcraig@yahoo.com	Phone Number: (414)416-8065	Day of Event Phone Number: (414)416-8065	

EVENT INFORMATION

Name of Event: Mugshotz 10th Anniversary	Date(s) of Event: July 17th & 18th
Event Start Time: July 17th @ 4pm	Event End Time: July 18th @ 11pm
Location of the Event*: W270 N2793 Elm Ave. (@MugShotz)	
Will your event take place in a residential neighborhood? ***If yes, you will be required to notify all adjacent property owners when the event will occur.*** *Circle One*	Yes (circled) / No

You MUST attach a detailed map/sketch of your event indicating the specific location, layout of your event, the direction of the route, including all turns and the number of traffic lanes to be used.
****If you are using a City Park, you must reserve the park through the Park/Recreation Department prior to getting your special event permit approved by the Common Council. Call 262-691-7275.***

Generally describe your event and its purpose
We're celebrating our tenth anniversary of being open with our community.

Based on the class definitions found in the manual, what class is your event? *Circle One.*	Class I (circled)	Class II	
Estimated Number of Participants: 200-300	Spectators: 200-250	Vendors: 1	

OTHER INFORMATION

Is there an outdoor bar that will serve alcohol? ***If yes, liquor and bartender licenses are necessary under separate application.*** *Circle One.*	Yes	No
Please list the number of City of Pewaukee licensed bartenders that will be on site:	12-15	
Will you be selling/serving food? ***If yes, you will need to contact the Waukesha County Health Department for proper permits.*** *Circle One.*	Yes	No
Will you be selling merchandise? ***If yes, you will need to obtain a Peddler's Permit under separate application.*** *Circle One.*	Yes	No
Will your event need electricity? ***If yes, the Fire Department and Building Inspection Department will need to inspect prior to being energized.*** *Circle One.*	Yes	No
Will you be setting up any lighting? ***If yes, the Fire Department and Building Inspection Department will need to inspect prior to being energized.*** *Circle One.*	Yes	No
Will your event require any fencing? ***If yes, please provide plans for the fencing location and the gates.*** *Circle One.*	Yes	No
Does the event involve fireworks? ***If yes, you will need to obtain a fireworks permit under separate application.*** *Circle One.*	Yes	No
Does the event involve amplified music? *Circle One.*	Yes	No
If yes, will the amplified music be a *(Circle one)* : Band	DJ	Other
Hours of amplified music: 7-17-20 4pm-10pm, 7-18-20 1pm-10pm		
Please list the number of security staff you will be providing for the event:	10-15	
Will you need barricades provided by the City for your event, if so, how many?	No	
Will you be erecting any tents, canopies or other temporary structure(s)? ***If yes, You will need to provide a plan for their proposed locations and the Fire Department and Building Inspection Department will need to inspect these structures prior to the start of your event.*** *Circle One.*	Yes	No
Will you be providing portable restrooms and wash stations? *Circle One.*	Yes	No
If yes, how many will you provide and where will they be located? Also how will solid waste be disposed of? 3-5 porta-John's; 1 handwashing unit located within the front gate.		
Will you provide parking for participants? *Circle One.*	Yes	No
If yes, where will parking be available? We will be renting Nettesheim park and providing Shuttle Service.		
Will you provide a dumpster/clean-up services? *Circle One.*	Yes	No
If yes, please describe your clean-up and refuse collection plan. We will provide our normal dumpster service and will also police the surrounding two blocks collecting any refuse.		

OTHER INFORMATION CONTINUED

What other assistance do you foresee needing from the City (personnel, materials, and/or equipment)?

N/A

Have you reviewed and do you have a copy of the **City of Pewaukee Special Events Manual** as well as the **City Special Events Ordinance**? *Circle One.*	Yes	No

INSURANCE REQUIREMENTS

The Special Event Sponsor will obtain liability insurance for an event that includes alcohol, has more than 150 people per day or involves a road closure. Proof of this insurance with coverage no less than $1,000,000 which names and endorses the City, its officers, agents, employees and contractors as an additional insured party is due no later than 20 days before the event.

Are you able to provide these insurance documents, if required? ***Circle One.*** **Yes** **No**

DEPOSIT REQUIREMENTS

The applicant may be required to submit to the City a cleaning/damage deposit of $200 per day for each scheduled day of the event (or portion thereof), two weeks prior to the starting date of the event. The deposit shall be refunded to applicant, if, upon inspection, all is in order, or a prorated portion thereof as may be necessary to reimburse the City for loss or cleaning costs. The City reserves the right to retain the entire deposit if cleanup is not completed satisfactorily in the time frame as specified in the permit. Unless otherwise stated in the permit, the applicant shall be fully responsible for all necessary cleanup associated with the permitted event to be completed within twelve (12) hours after the conclusion of the event. (This deposit is separate from any deposit required by the Park/Recreation Department for park use).

TERMINATION OF AN EVENT

The City reserves the right to shut down a special event that is in progress if it is deemed to be a public safety hazard by Police Services and/or Fire Department and/or there is a violation of City Ordinances, State Statutes or the terms of the Applicant's permit. The City Administrator and/or his/her designee may revoke an approved Special Events Permit if the applicant fails to comply in good faith with the provisions of the permit prior to the event date.

By signing this form, the applicant certifies authorization to act on behalf of their organization and hereby agrees to hold the City, its officers, employees, agents and contractors, harmless against all claims, liability, loss, damage or expense (including but not limited to actual attorney's fees) incurred by the City for any damage or injury to person or property caused by or resulting directly or indirectly from the activities for which the permit is granted. Any change to coverage requires City approval.

Signature of Applicant *Date*

For staff use only

Fees collected with application submission:	*Application forwarded to:*	*Addt'l fees charged by Departments*
$600.00 **Class I Event**	☑ *Administrator*	Administration
Class II Event	☑ *Building Inspector*	$60.00 Building Inspection electrical insp.
PERMIT FEES CHARGED	☑ *Fire Chief*	$63.30 Fire tent insp. (2)
	☑ *Park & Rec Director*	Public Works
***Common Council approval**, if necessary, on:*	☑ *Police Services*	Police Services
	☑ *Public Works Director*	Security Deposit

Police Services approval:* *Fire Department approval*:*

**Comments/concerns should be attached separately* *Rev 2/14/13*

CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 6.

DATE: June 1, 2020

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Presentation of the 2019 Police Services Report [Lieutenant Ripplinger]

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

2019 Police Report

WAUKESHA COUNTY SHERIFF

2019

CITY OF PEWAUKEE

Annual Report

MISSION STATEMENT

The Waukesha County Sheriff's Department shall serve all citizens of Waukesha County by maintaining and providing the quality means and services necessary to protect life and property through the fair and impartial enforcement of federal, state and local laws.

To preserve the safety and security of the community, the Waukesha County Sheriff's Department shall make every effort to provide the citizens of Waukesha County with the best law enforcement services possible and shall endeavor to treat all citizens with dignity and respect.

To these ends, the Waukesha County Sheriff's Department is committed to not only its traditional and time honored statutory responsibilities, but to the maintenance of a visible presence to the citizens in the community as a full-service law enforcement agency, devoted to the preservation of their safety and security.

Sheriff Eric J. Severson

Inspector James Gumm

Deputy Inspector Patrick Esser

Captain Neil Dussault

Lieutenant Brian Ripplinger
0700-1500 hrs.

Lieutenant Paul Beal
1500-2300 hrs.

Pewaukee Day Shift Patrol

Robert Faith
Christopher Kristalidis
Craig Siegel
Kimberly Unger

Pewaukee Second Shift Patrol

Jeremy Stilling
Kyle Strandberg
Chris Rozenberger
Kyle Haferman
Kelsey Jacobi

Pewaukee Third Shift Patrol

Adam Breyer
Kasey Sink
Michael Wells

Pewaukee Detective Bureau

Mark Conrad
Tim Loberg
(Assigned to work out of Pewaukee Substation)

Police Services

Police Clerk Diana Migacz (until 6/3/19)

Police Clerk Sandi DeByl

2019 Waukesha County Sheriff Facts

- Waukesha County Sheriff's Department is the largest law enforcement agency in Waukesha County
- Is the third largest Sheriff's Department in the State of Wisconsin
- While being the first Sheriff's Department in the state to be accredited by the Wisconsin Law Enforcement Accreditation Group, we are now joined by two other counties
- Provides specialized law enforcement contract services for seven local communities
- Maintains highly trained specialists in Underwater Search and Recovery, Tactical Enforcement, Canine Support, Computer Forensics, Accident Reconstruction, Evidence and Crime Scene Processing, and polygraph examinations

City of Pewaukee at a glance

- The City of Pewaukee Municipal Government consists of a Mayor and Common Council.
- The population of the City of Pewaukee is 14,476 (2017 US Census).
- An estimated 5,616 total occupied homes with an average of 2.53 persons per household. (2014 – 2018 US Census)
- The City of Pewaukee is home to approximately 2,203 businesses. (2012 US Census)
- City of Pewaukee is approximately 21.15 square miles.
- Main thoroughfares include STH 16, I-94, STH 164 and STH 190.

Waukesha Sheriff working for the citizens of Pewaukee

- **11,103** Calls for service were handled in the City of Pewaukee

- **2,820** Traffic citations (Total includes citations issued during State Grant),
- **107** Ordinance citations
- **74** Parking citations
- **494** Written warnings issued
- **79** OWI arrests
- **24** Vehicle Lock-outs

- **679** Motor vehicle accidents were investigated
- **0** Fatalities

- **47** Weight Enforcement citations issued.

Deputy Kristalidis joined the City of Pewaukee contract team in 2019 and continued providing the valued resource of the Motor Unit as part of Community Service function.

CVS Drop Box

The Prescription Collection Box was installed late in 2014; located in main lobby to the Pewaukee Substation. The box is responsible for collecting **1157** pounds since being installed. Collected prescriptions are inventoried and transported to an alternate site for proper destruction. The CVS Box continues to provide residents with a convenient way to dispose of unwanted prescriptions with an additional **349.60** pounds collected in 2019.

Heroin related calls City of Pewaukee								
IR- Number		Age (Avg. 33 yoa)	Overdose? Circumstances	Fatal	Non- Fatal	M (12)	F (9)	Juvenile
W19003262		34	Disorderly Conduct		X	X		
W19019267		34	Assist EMS		X	X		
W19020286		27	EMS / PnB		X	X		
W19020964		34, 32	Battery		X	X	X	
W19030236		29	Drugs		X	X		
W19041929		25, 24	OAWI		X	X	X	
W19041956		25	Mental Commit		X		X	
W19042069		37	Drugs		X		X	
W19051552		58	OAWI		X		X	
W19055717		24	EMS / PnB		X		X	
W19071183		26	EMS / PnB		X		X	
W19073389		34, 34, 31	Hostage Situation		X	X(2)	X	
W19077726		26	Wellbeing Check		X	X		
W19077987		36	OAWI		X		X	
W19088962		49	OAWI		X	X		
W19092678		44, 46	Assist EMS		X	X(2)		

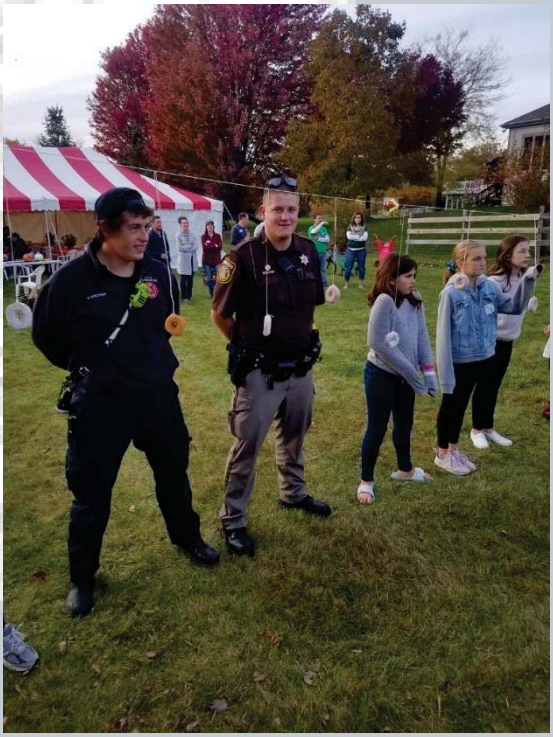
SAFETY TALKS

Date	Time	Business	Location	Notes
01/07/19	8:00a	CESA #1	N25 W23131 Paul Rd #100	CRASE
01/10/19	8:30a	City of Pewaukee	City Hall	CRASE
02/07/19	5:00p	River Glen Church	W229 N1400 Westwood Dr	CRASE
02/20/19	10:00a	LeaderSmithing	3275 Intertech Drive #500	CRASE
03/07/19	1:00p	Anthem, Inc.	N17 W24340 Riverwood Dr	Safety Talk
03/26/19	12:15p	PMC Plastics	111 Murphy Dr	CRASE
03/29/19	6:15p	Spancrete	N16 W23415 Stoneridge Dr	CRASE
04/03/19	7:00a	Waukesha County Business Alliance	2717 N. Grandview Blvd # 300	CRASE
04/10/19	7:00a	Kiwanis	1306 W Wisconsin Ave	CRASE
04/12/19	4:00p	Waddell & Reed	W233 N2080 Ridgeview Pkwy	ID THeft
06/12/19	9:30a	ATC	W234 N2000 Ridgeview Pkwy Ct	Tabletop
06/20/19	1:00p	Green Bay Packaging	W220 N507 Springdale Rd	CRASE
07/24/19	1:00p	A.L. Schutzman	N21 W23560 Ridgeview Pkwy	CRASE
08/05/19	9:00a	Child & Family Centers of Excellence	N4W22000 W Bluemound Rd	School Visit
08/06/19	12:30p	CESA #1	N25 W23131 Paul Rd #100	Safety Plan
08/13/19	9:00a	Child & Family Centers of Excellence	N4W22000 W Bluemound Rd	School Visit
08/15/19	11:00A	Regus	N19 W24400 Riverwood Dr #350	CRASE
08/18/19	6:00p	Fox River Community Church	N34 W23575 Capitol Dr	CRASE
09/10/19	1:30p	Vollrath	W140 N8700 Lilly Rd	CRASE
10/22/19	6:30p	Reformation Lutheran Church	S39 W32887 Cth D	CRASE
10/23/19	9:00a	Child & Family Centers of Excellence	N4W22000 W Bluemound Rd	School Visit
10/24/19	6:30p	Galilee Lutheran Church	N24W26430 Crestview Dr	CRASE
11/11/19	6:30p	St Lukes Church	18000 W Greenfield Ave	Assessment
11/12/19	6:30p	St Paul's Church	S38 W31602 Wern Way	CRASE
11/13/19	6:30p	Fox River Christian Church	S46 W24130 Lawnsdale Rd	CRASE
11/20/19	9:00a	Child & Family Centers of Excellence	N4W22000 W Bluemound Rd	School Visit
12/19/19	9:00a	Child & Family Centers of Excellence	N4W22000 W Bluemound Rd	School Visit

Community Service Requests

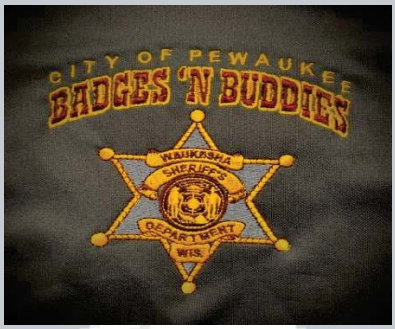
Date	Request	Location
5/15/19	Law Enforcement Memorial	WCTC
6/8/19	Woodleaf Reserve - Block Party	Woodleaf Preserve Subdivision
6/23/19	Spring Creek Church - Amerifest	N35 W22000 Capitol Dr
7/4/19	Pewaukee July 4th Parade	V/Pewaukee
8/18/19	River Glen Church - Super Hero Event	W229 N1400 Westwood Dr
8/24/19	Deer Haven - Block Party	Deer Haven Subdivision
8/24/19	Veterans Musky Outing	N27 W27250 Woodland Dr
10/23/19	Christ Lutheran Church - Fall Festival	W240N3103 Pewaukee Rd
10/26/19	Pewaukee City Hall - Drug Take Back	W240 N3065 Pewaukee Rd

Deputy Kristalidis at Amerifest



Deputy Haferman at Fall Fest

2019 Community Programs



The Badges 'N Buddies program celebrated its tenth anniversary in 2019. The focus of the program continues to promote community based policing and public relations with the community. The programs are designed to provide a learning environment while building a personal relationships. When opportunities present themselves deputies discuss and promote the Badges 'N Buddies programs along with the specialized police services in the City of Pewaukee. Deputies' interaction with children, families and businesses within the Pewaukee Community continues to provide a positive experience for all those involved. The contract deputies are a large reason why the Badges 'N Buddies program is so popular. **In 2019, our programs hosted approximately 308 children that is an increase from 2018**.

The Archery Program brings deputies and kids together to focus on the art and skill of shooting a bow and arrow; as part of the activity, the kids are able to win prizes throughout the day. With the assistance from the City of Pewaukee Park and Recreation Department we are able to host the Archery Program at South Park. Deputies set up South Park with the necessary equipment to make it a fun and safe environment. By doing so the program utilizes the city park system and keeps the kids in the community. The Archery day is broken up between two sessions, this allows time for both groups to enjoy lunch that is donated by Culvers.

Archery **71** children participated

Fishing **179** children participated

The Fishing Program is flagship of Badges & Buddies and built around the catch and release of fish. This year we reached out to the Fire Department to include firefighters in the program. This partnership has enhanced the overall experience for the kids and created new bonds between deputies and firefighters. During the day our deputies and firefighters begin to build relationships with the kids while having fun and guiding them in the proper use of equipment. We also educate the kids about the importance of conservation as a tool to promote the health of our natural resources. After a fun time on Pewaukee Lake, lunch is hosted at Smokey's West with the kids. The food is cooked by the Citizen Alumni Association. Before the kids depart for home each receives a swag-bag of items donated by sponsors, the bag contains educational material and also other outdoor related items.

The Bowling Program continues to be very popular with the kids. The bowling dates coincide with their off days over winter break or other scheduled off days. We have partnered with Sussex Bowl who provides lanes, shoes and also pizza for lunch, all at reasonable price. The kids are partnered with a deputy on assigned lanes and get the opportunity to out bowl a deputy. The highest game bowled from the boys and girls receive a bowling pin to take home. This year the program was featured on Spectrum One News.

Bowling **58** children participated.

Waukesha County Citizen's Academy Alumni continue to be a valid partner within the programs. They sponsor the program and volunteer their time by serving lunch, helping monitor the participants and assisting deputies during the day. Their assistance is extremely valuable at the end of the year picnic helping serve lunch to over 300 people.

Local businesses continually ask how they can help expand the Badges 'N Buddies program, through their sponsorships. The sponsorships continue to grow every year. While they benefit the programs, they also have created working relationships with the community businesses. Skipper Buds continues to support the program, by donating an additional boat on each of our dual boat days. We have been fortunate with outstanding sponsors who have a direct impact in the quality of the experience.

2019 Badges 'N Buddies Picnic

Badges 'N Buddies Picnic was moved this year to the Pewaukee Sports Complex. The kids and parents had a great time. We were also able to celebrate Deputy Bob Faith's tenth and final year with the Badges 'N Buddies program. We appreciate Deputy Faith's hard work and dedication to the program. We had approximately 300 people attend the event.

This was also the second year for the **Coffee with a Cop program**. The Crossing Restaurant once again has generously allowed us to host this wonderful event at their location. The Crossings donate coffee and snacks for anyone in attendance for the event. This program brings the deputies and community members that they proudly serve together over coffee to discuss anyone issues they may have or just to learn more about each other. This is an open house style event with no agendas. We plan on hosting these events quarterly.

PATRIOT North

PATRIOT North – is an annual training exercise focusing on preparing civilian and military entities to work together in the same manner that they would during disasters. This exercise tests the Wisconsin Emergency Management and National Guard's abilities to support response operations based on simulated emergency scenarios. Natural disasters can happen at any time; preparing to make a quick and decisive response to these tragedies can help mitigate their impact.

Chief Bierce, Assistant Chief Hoppe and I, participated in the Domestic Operations (DOMOPS) training exercise sponsored by the National Guard Bureau (NGB) at Volk Field Combat Readiness Training Center and the Fort McCoy Total Force Training Center near Tomah, Wisconsin.

The 2019 exercise incorporated approximately 700 National Guard Soldiers and Airman along with civilians. Volunteers from Team Rubicon, Salvation Army and the Civil Air Patrol, participants came from more than 20 states.

SPECIAL EVENTS (29 events)

Event Start Date	Event End Date	Event	Location
1/12/19	1/12/19	Good Friends	Curly's Waterfront
1/19/19	1/19/19	Lunker's Unlimited	Curly's Waterfront
1/26/19	1/26/19	Hunt'em & Hook'em Fisheree	Curly's Waterfront
1/27/19	1/27/19	Monches H&F Club Fisheree	Curly's Waterfront
2/2/19	2/2/19	Plug-Urs Fisheree	Curly's Waterfront
2/9/19	2/9/19	Badger Fisheree	Curly's Waterfront
2/10/19	2/10/19	Ice Golf & Meat Raffle	Curly's Waterfront
2/16/19	2/16/19	Walleyes for Tomorrow	Curly's Waterfront
2/17/19	2/17/19	Lion's Club Fisheree	Curly's Waterfront
2/23/19	2/23/19	Buck N Fin Fisheree	Curly's Waterfront
3/2/19	3/2/19	Meat Raffle	Curly's Waterfront
3/29/19	3/29/19	Otis Entertainment Film Shoot	Aspenwood Ln @ Oakwood Ln
4/24/19	4/24/19	Pro Seal Asphalt Auction	N8 W22550 Johnson Dr
6/8/19	6/8/19	Right to Life Walk	Lakeland Supply
6/8/19	6/8/19	Place of Refuge Life Walk	Shepard of the Hills Church
6/8/19	6/8/19	Woodleaf Block Party	Woodleaf Reserve Subdivision
6/23/19	6/23/19	Amerifest	Spring Creek Church
7/13/19	7/13/19	Big Brothers / Big Sisters Fishing	Lakeview Boat Launch
7/13/19	7/13/19	Soles for Jesus	WCTC
7/22/19	7/25/19	Vacation Bible School	Shepard of the Hills Church
8/24/19	8/24/19	Deer Haven Block Party	Deer Haven Subdivision
8/24/19	8/24/19	Veteran's Fishing Outing	Lakeview Boat Launch
9/12/19	9/12/19	R&R Open House	R&R Insurance Services
9/14/19	9/14/19	Rough Hill Block Party	Five Field Subdivision
9/15/19	9/15/19	Lakeland Baptist 10th Anniversary	Lakeland Baptist Church
9/25/19	9/25/19	TLX Manufacturing Day	TLX Technologies LLC
10/27/19	10/27/19	Diwali	Hindu Temple
11/4/19	11/4/19	Catholic Memorial Open House	R&R Insurance Services
12/13/19	12/13/19	Holiday Party	R&R Insurance Services

Speed Trailer Requests

Location
Milkweed Ln @ Honeysuckle Ct
Lyndsay Rd @ Balmer Park
Arlington Dr @ Coventry Ct
Meadowood Ln @ Rosewood Ct

CITY OF PEWAUKEE MUNICIPAL COURT

Court Appearances scheduled per Month

January	February	March	April	May	June	July	August	September	October	November	December
184	437	341	375	331	344	377	429	559	412	316	204

Municipal Court

Judge John Fuchs

Court Administrator Barbara Vick

Court Clerk Kathy Nelson

Court Clerk Evie Bielejeski

Waukesha County Sheriff
City of Pewaukee Annual Report

2019

2019 - 1ST QUARTER STATISTICS (Jan - Mar)

ADMINISTRATIVE	
GAS GALLONS	5,821.20
TOTAL MILES	53,873

ENFORCEMENT	
CITATIONS	584
ORD. CITATIONS (JUV.)	3
ORD. CITATIONS (ADULT)	24
WRITTEN WARNINGS	116
DA REFERRALS (JUV.)	3
DA REFERRALS (ADULT)	28

ACTIVITY	
TOTAL CALLS FOR SERVICE	2,652
TOTAL IR'S TAKEN	217
COMMUNITY CONTACTS	2,052
TRAFFIC STOPS	677
ASSIST OTHER WSD	213
ASSIST OTHER AGENCY	108
BACK-UP REQUESTED	145
ASSIST FIRE/EMS	260
PDO ONLY	169
PERSONAL INJURY	32
FATAL ACCIDENT	0
OWI	13
BUSINESS CHECKS	1,679
OPEN DOORS	19

2019 - 2ND QUARTER STATISTICS (Apr - Jun)

ADMINISTRATIVE	
GAS GALLONS	5,329.00
TOTAL MILES	56,453

ENFORCEMENT	
CITATIONS	599
ORD. CITATIONS (JUV.)	1
ORD. CITATIONS (ADULT)	13
WRITTEN WARNINGS	122
DA REFERRALS (JUV.)	1
DA REFERRALS (ADULT)	27

ACTIVITY	
TOTAL CALLS FOR SERVICE	2,706
TOTAL IR'S TAKEN	155
COMMUNITY CONTACTS	2,533
TRAFFIC STOPS	534
ASSIST OTHER WSD	268
ASSIST OTHER AGENCY	118
BACK-UP REQUESTED	161
ASSIST FIRE/EMS	267
PDO ONLY	115
PERSONAL INJURY	30
FATAL ACCIDENT	0
OWI	16
BUSINESS CHECKS	1,896
OPEN DOORS	26

Waukesha County Sheriff
City of Pewaukee Annual Report

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2019 - 3RD QUARTER STATISTICS (Jul - Sept)

ADMINISTRATIVE	
GAS GALLONS	5,537
TOTAL MILES	54,154

1ENFORCEMENT	
CITATIONS	549
ORD. CITATIONS (JUV.)	1
ORD. CITATIONS (ADULT)	29
WRITTEN WARNINGS	122
DA REFERRALS (JUV.)	0
DA REFERRALS (ADULT)	28

ACTIVITY	
TOTAL CALLS FOR SERVICE	2,973
TOTAL IR'S TAKEN	213
COMMUNITY CONTACTS	2,362
TRAFFIC STOPS	881
ASSIST OTHER WSD	246
ASSIST OTHER AGENCY	138
BACK-UP REQUESTED	170
ASSIST FIRE/EMS	347
PDO ONLY	94
PERSONAL INJURY	42
FATAL ACCIDENT	0
OWI	25
BUSINESS CHECKS	1,724
OPEN DOORS	39

2019 - 4TH QUARTER STATISTICS (Oct - Dec)

ADMINISTRATIVE	
GAS GALLONS	5,503.09
TOTAL MILES	53,224

ENFORCEMENT	
CITATIONS	496
ORD. CITATIONS (JUV.)	1
ORD. CITATIONS (ADULT)	9
WRITTEN WARNINGS	134
DA REFERRALS (JUV.)	0
DA REFERRALS (ADULT)	49

ACTIVITY	
TOTAL CALLS FOR SERVICE	2,772
TOTAL IR'S TAKEN	186
COMMUNITY CONTACTS	2,646
TRAFFIC STOPS	816
ASSIST OTHER WSD	277
ASSIST OTHER AGENCY	179
BACK-UP REQUESTED	177
ASSIST FIRE/EMS	336
PDO ONLY	158
PERSONAL INJURY	39
FATAL ACCIDENT	0
OWI	25
BUSINESS CHECKS	1,614
OPEN DOORS	52

Waukesha County Sheriff
City of Pewaukee Annual Report

2019

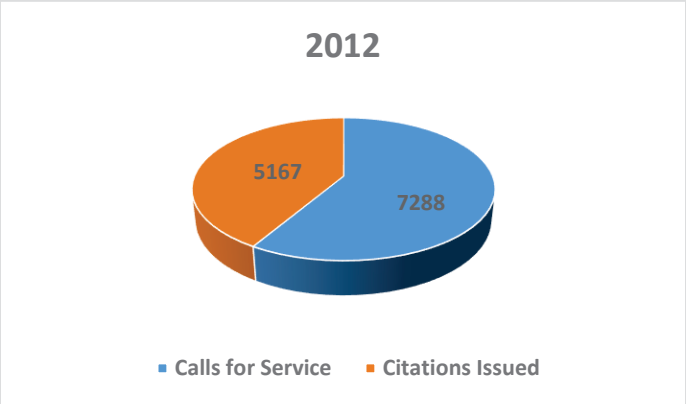
2019 - COMBINED YEARLY STATISTICS

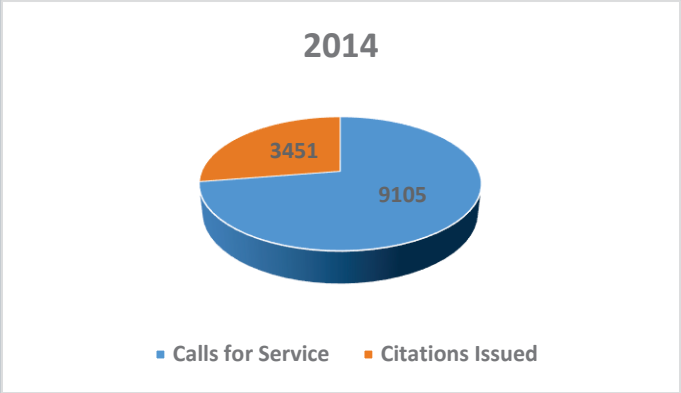
ADMINISTRATIVE	
GAS GALLONS	22,191.73
TOTAL MILES	217,704

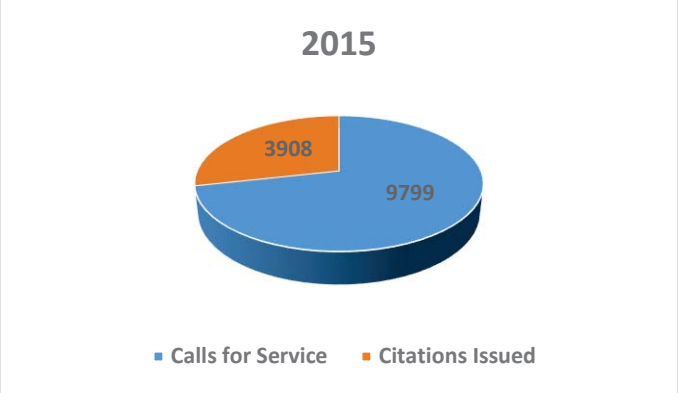
ENFORCEMENT	
CITATIONS	2,228
ORD. CITATIONS (JUV.)	6
ORD. CITATIONS (ADULT)	102
WRITTEN WARNINGS	494
DA REFERRALS (JUV.)	4
DA REFERRALS (ADULT)	132

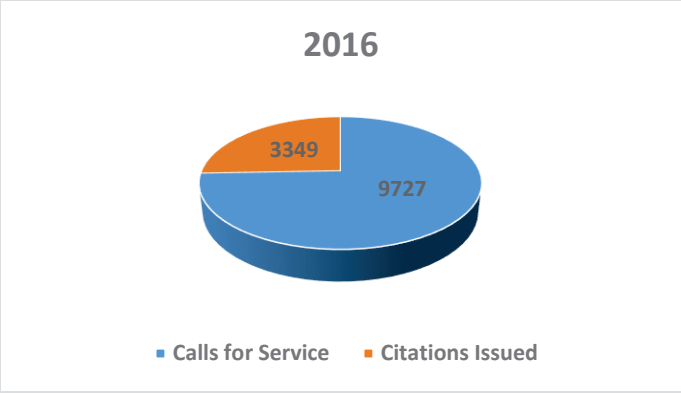
ACTIVITY	
TOTAL CALLS FOR SERVICE	11,101
TOTAL IR'S TAKEN	771
COMMUNITY CONTACTS	9,593
TRAFFIC STOPS	2,908
ASSIST OTHER WSD	1,004
ASSIST OTHER AGENCY	543
BACK-UP REQUESTED	653
ASSIST FIRE/EMS	1,210
PDO ONLY	536
PERSONAL INJURY	143
FATAL ACCIDENT	0
OWI	79
BUSINESS CHECKS	6,913
OPEN DOORS	136

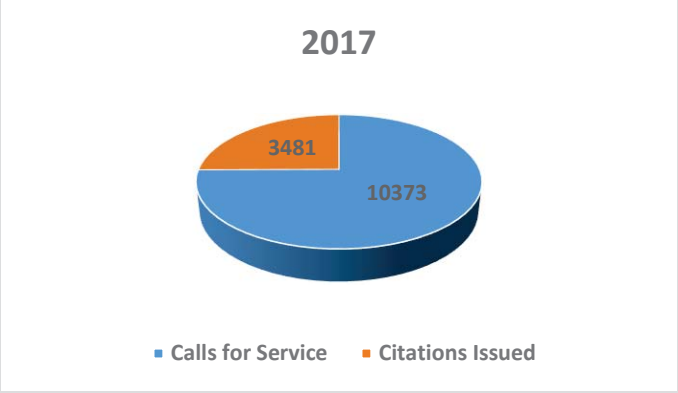
YEARLY COMPARISONS

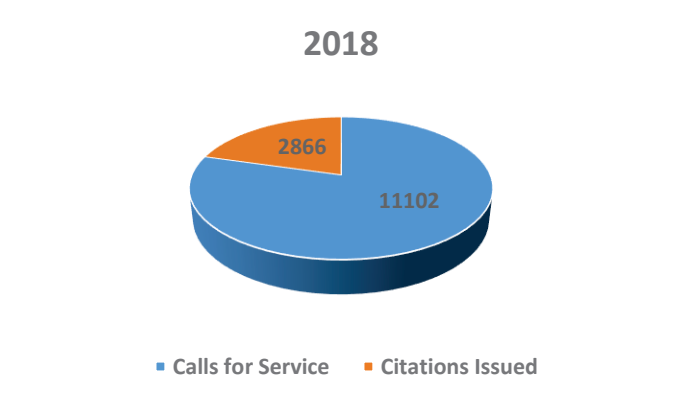


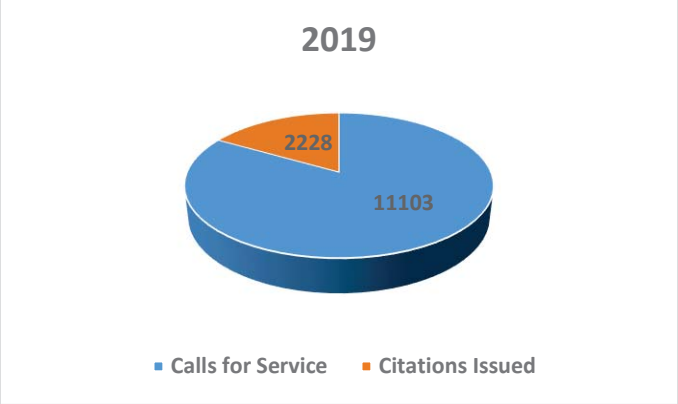

2014
3451
9105
Calls for Service
Citations Issued

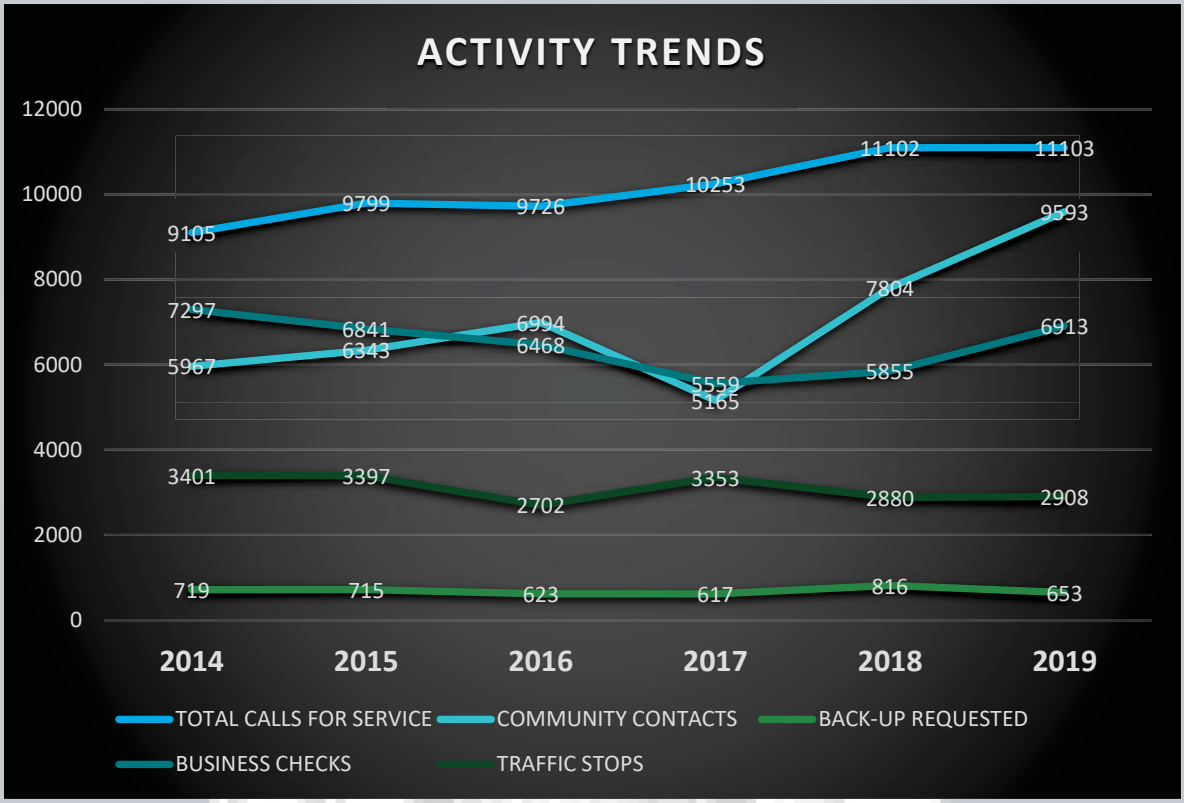

2015
3908
9799
Calls for Service
Citations Issued

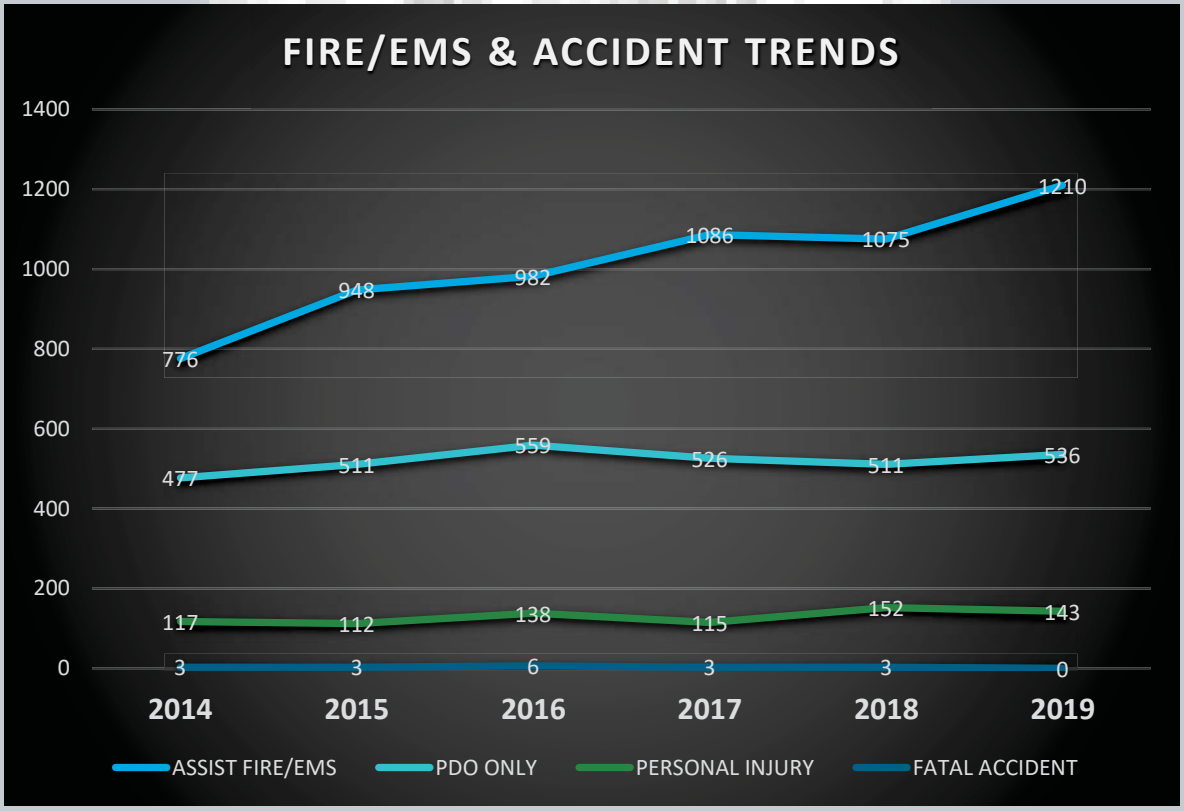

2016
3349
9727
Calls for Service
Citations Issued

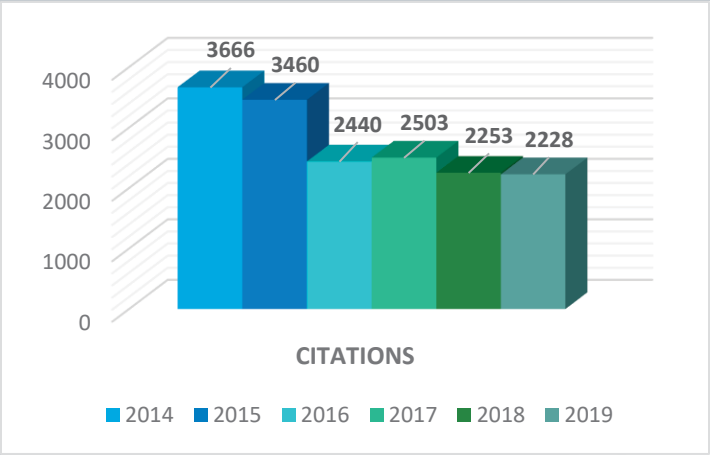

2017
3481
10373
Calls for Service
Citations Issued

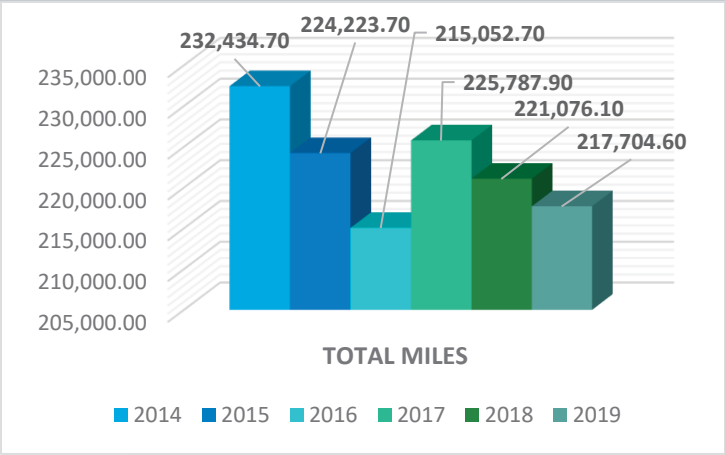

2018
2866
11102
Calls for Service
Citations Issued

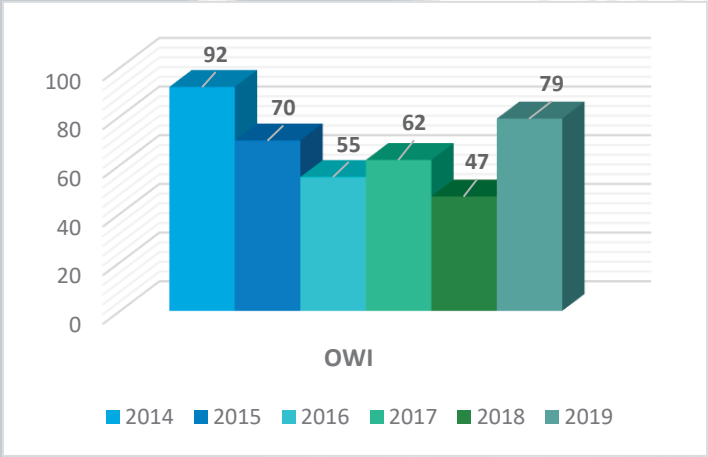

2019
2228
11103
Calls for Service
Citations Issued

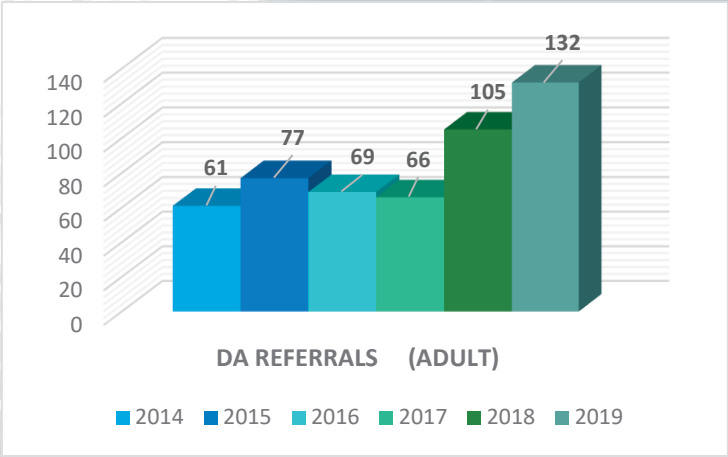

ACTIVITY TRENDS
12000
10000
8000
6000
4000
2000
0
9105
9799
9726
10253
11102
11103
7297
6841
6994
5559
7804
9593
5967
6343
6468
5165
5855
6913
3401
3397
2702
3353
2880
2908
719
715
623
617
816
653
2014
2015
2016
2017
2018
2019
TOTAL CALLS FOR SERVICE
COMMUNITY CONTACTS
BACK-UP REQUESTED
BUSINESS CHECKS
TRAFFIC STOPS


FIRE/EMS & ACCIDENT TRENDS
1400
1200
1000
800
600
400
200
0
776
948
982
1086
1075
1210
477
511
559
526
511
536
117
112
138
115
152
143
3
3
6
3
3
0
2014
2015
2016
2017
2018
2019
ASSIST FIRE/EMS
PDO ONLY
PERSONAL INJURY
FATAL ACCIDENT


4000
3000
2000
1000
0
3666
3460
2440
2503
2253
2228
CITATIONS
2014 2015 2016 2017 2018 2019


235,000.00
230,000.00
225,000.00
220,000.00
215,000.00
210,000.00
205,000.00
232,434.70
224,223.70
215,052.70
225,787.90
221,076.10
217,704.60
TOTAL MILES
2014 2015 2016 2017 2018 2019


100
80
60
40
20
0
92
70
55
62
47
79
OWI
2014 2015 2016 2017 2018 2019


140
120
100
80
60
40
20
0
61
77
69
66
105
132
DA REFERRALS (ADULT)
2014 2015 2016 2017 2018 2019

CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 7.

DATE: June 1, 2020

DEPARTMENT: PW - Stormwater

PROVIDED BY: Richard Wirtz

SUBJECT:

Discussion and Possible Action to Approve the 2019 DNR Storm Water Report [Wagner]

BACKGROUND:

The City is required by the Department of Natural Resources (DNR) under State Statutes NR216 to operate under a permit for storm water discharges from the City. We have to submit an annual report for the previous year by March 31st. The report is extensive and Rich has prepared a summary of the major components of the report (attached) to help elected officials and residents better understand our obligations and accomplishments under the permit. The Annual Report will be posted on our website.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Annual Report Memo

2019 Annual Report

Department of Public Works
Engineering Division
W240N3065 Pewaukee Road
Pewaukee, WI 53072
(262) 691-0804 Fax: (262) 691-5720

Memorandum

To: **Magdelene Wagner, P.E.**

From: **Richard J. Wirtz, P.E., CFM**

Subject: **City of Pewaukee Annual MS4 Report for 2019**

Date: **April 6, 2020**

The Wisconsin Department of Natural Resources changed the format of the annual report to an electronic filing process as of 2017. The eReporting system provides the DNR a standardized method and form for receiving reports from permitted communities whom must report on specific program components and the measureable goals of their permit. However, this standardized method of reporting may not provide enough information to interested residents or elected officials of the City who are unfamiliar with the programs and processes required by the City's MS4 permit. As in the previous two reporting cycles, we are providing a brief summary report to be posted on the City's website and provided to members of the Common Council which briefly describes the major components of the City's permit, the measurable goals of these components, the results achieved during the reporting year and any recommended changes to the programs. This summary report as well as the information provided in Items B, C and D were submitted to the DNR along with the City's eReport. A copy of the 2019 eReport filed with the DNR is attached at the end of the report as Item A.

CITY OF PEWAUKEE

ANNUAL REPORT TO

THE DEPARTMENT OF NATURAL RESOURCES

IN ACCORDANCE WITH

NR216 PERMIT REQUIREMENTS

SUBMITTED APRIL 3, 2020

Illicit Discharge Detection and Elimination/Spills Response Program

Description of Program

The purpose of the Illicit Discharge Detection and Elimination program as well as the Spills Response program is to prevent harmful substances from entering the City's Municipal Separate Storm Sewer System (MS4) and being discharged to waters of the state. The Illicit Discharge Detection and Elimination program incorporates field screening procedures of 20 major outfalls for the purpose of detecting, investigating and eliminating discharges to the MS4 system which are not entirely composed of storm water. The Spills Response program is a procedure for responding to, investigating and remediating material spills which could enter the City's MS4 system.

Measurable Goals

Perform field screening of the City's major outfalls to determine if illicit discharges are occurring and document the findings. The measurable goal of the Spills Response program is to document and report on the spills reported to the City.

Results Achieved

City staff performed biannual field screening of the 20 major outfalls identified in its plan. There were no illicit discharges detected during the field screening program.

City Staff responded to two spills during the reporting year. The first occurred on February 14, 2019, as a result of a damaged hydraulic system on a skid loader removing snow within the Stillwater Condominium development. Approximately 2.5 to 3 gallons of hydraulic fluid were sprayed onto a driveway and street curb line. The incident occurred approximately 2 days prior to being reported to City Staff. By the time Staff had investigated the situation the property management company had initiated cleanup efforts. Additionally, two subsequent snow events and snow removal operations had occurred between the time of the spill and Staff investigation. Any remaining fluid not initially cleaned up by the management agency was so dispersed that remaining clean-up efforts would unproductive.

The second occurred on February 27, 2019, at an industrial building on Watertown Road. A semi-truck ruptured a fuel tank over the private storm sewer system for the industrial building. The spill was believed to be between 50 to 100 gallons. The effected storm sewer system discharged to a storm water pond which was frozen at the time. The City of Pewaukee Fire Department, Sheriff's Department, City Staff and Wisconsin DNR responded to the spill. OSI Environmental Inc., was called in to assist with the cleanup.

The City of Pewaukee Fire Department responded 2 additional spills in 2019. Both incidents were minor.

Describe Any Planned Changes to the Program

City staff were unable to complete a reevaluation of the outfalls selected for field screening in 2019. A review of the MS4 map indicated a number of the minor and major outfalls need to be adjusted based upon inventory data collected on the City's storm sewer system between 2014 and 2016. Staff anticipate updating the City's MS4 map and re-evaluating the program. Program re-evaluations will be consistent with the recommendations provided in DNR program guidance document 3800-2012-01.

Construction Site Pollutant Control

Description of Program

The City regulates land disturbing activity according to Chapters 14 and 19 of the Municipal code. Chapter 14 of the Municipal Code pertains to the design, construction, alteration, demolition and moving of buildings and structures within the City and associated land disturbing construction activities. The requirements of this chapter are regulated and enforced by the City's Building Inspection Department. Chapter 19 of the Municipal Code pertains to construction site erosion control, post construction site storm water management and illicit discharges. Regulation and enforcement of the requirements of the chapter are conducted by the Engineering Department. The construction site erosion control requirements of the ordinance are consistent with the provisions of NR 216 and the performance standards of NR 151 of the State Statutes.

Measurable Goals

The Engineering Department reviews proposed development for conformance with the erosion control requirements of Chapter 19 of the Municipal Code. The Department and its consultants also conduct weekly and post 0.5-inch rainfall event compliance inspections of permitted construction sites for the purpose of maintaining compliance with Chapter 19 of the Municipal Code. A report is generated for each inspection performed and provided to the owner/designated representatives of the permitted site. The inspection reports detail any maintenance to be performed, deficiencies noted and/or additional BMP's required to maintain compliance. Sites which are out of compliance are subject to enforcement which can include issuing Notices of Noncompliance, Notices of Violations, issuing fines, posting stop work orders and revoking permits.

The Building Inspection Department issues erosion control permits for land disturbing construction activities associated with buildings and structures. Inspections of the erosion control best management practices are performed on sites with disturbances less than 1 acre in area. Inspections are performed each time the Building Inspector is on a site having an erosion control permit.

Results achieved

The Engineering Department issued 5 erosion control permits for new development and conducted approximately 357 compliance inspections in 2019. Seven Notices of Noncompliance were issued during the with no Notices of Violation or Recommendations for Fines being issued.

The Building Inspection Department conducted approximately 149 erosion bond and 135 erosion control inspections in 2019.

Describe Any Planned Changes to the Program

None at this time.

Post-Construction Site Storm Water Management

Description of Program

The City regulates post-construction site storm water management according to Chapter 19 of the Municipal code. The post-construction storm water management requirements are compliant with the performance standards contained in NR 151 of the Administrative Code regarding infiltration and TSS reductions. However, the City's ordinance is more restrictive than the performance standards contained in NR 151 in terms of the pre- and post-developed discharge rates from the site. The City's ordinance generally requires the discharge from the 1, 2, 10 and 100-year post developed site to be at or below the discharge rates from the site under pre-settlement conditions. Post construction site storm water management practices are required to be maintained and the City requires a maintenance agreement be executed and recorded at Waukesha County Register of Deeds for the perpetual maintenance of the practices.

Measurable Goals

The City reviews proposed development plans for conformance with the post-construction site storm water management requirements of Chapter 19 of the Municipal Code and issues a Certificate of Permit Coverage for development plans meeting the requirements of the ordinance.

Results Achieved

The City issued five permits for post-construction site discharges from new development in 2019. City Staff reviewed 12 different proposed developments and 4 completed developments for compliance with the post-construction site storm water management requirements of the Municipal Code.

Describe Any Planned Changes to the Program

The City needs to establish a procedure for conducting compliance inspections of post-construction site storm water management practices to ensure the facilities are adequately maintained in conformance to the storm water management maintenance agreements. The program also needs to be memorialized into a cohesive document. This work has been delayed as the bulk of City Staff's time throughout the year has been taken up with the review, permitting and enforcement of the City's construction site erosion control and post-construction site storm water management ordinance.

Pollution Prevention

The City is required to implement a number of programs under the Pollution Prevention criteria identified within its WPDES permit. These programs are:

1. Inspection, maintenance and inventory of post-construction site storm water management facilities.
2. Catch basin cleaning program.
3. Street sweeping program.
4. Winter road management program.
5. Leaf management program.
6. SWPPP for municipal facilities.
7. Nutrient management plan for municipal properties with pervious surfaces over 5 acres.
8. Management procedures for unplanned water main discharges.
9. Other Reportable Results.

The following will provide a brief summary of each of the above programs, identify the measurable goals (if any), the results achieved and any planned program changes or improvements.

Inspection, Maintenance and Inventory of Post-Construction Site Storm Water Management Facilities

Description of Program

The program consists of an inventory of the existing storm water management facilities and ensuring the facilities are properly maintained to perform according to the performance standards used to design the facility. The City owns 8 municipal facilities between Wagner Park, the City Hall Campus and the newly constructed Pewaukee Sports Complex.

Measurable Goals

In 2010 the City identified through aerial photographs approximately 192 facilities within the municipal boundaries that were potential storm water BMP's implemented to control post-developed discharges and/or provide for TSS reduction. A significant amount of information still needs to be collected from available City records in order to complete the inventory and adequately conduct inspections of the facilities.

The inventory needs to include such items as: the location, general condition, age, and ownership of each facility; whether a long term maintenance agreement exists for the facility; the general design of the facility; results of any previous inspections; and completion of any previously recommended maintenance and repairs.

The two municipal facilities located in Wagner Park are inspected annually by City Staff. Five of the remaining six facilities (4 facilities at the Pewaukee Sports Complex, 1 bioretention facility at Wagner Park and 1 bioretention facility at the City Hall Campus site) were inspected this year, the exception being the bioretention facility at City Hall. All of the remaining six facilities require completion of as-built surveys.

Results achieved

To date the initial inventory has been conducted and inspections of the 2 wet ponds at Wagner Park and 3 at the Pewaukee Sports Complex show the facilities are in of maintenance activities. Additionally, 2 privately owned ponds were also inspected.

Describe Any Planned Changes to the Program

The completion of the inventory is still lagging due to the time requirements of other permit programs. As time allows staff will work on the completion of the inventory, preparation of inspection forms and the development of a procedure for conducting inspections. This work element shares many of the components which need to be prepared as a part of the Post Construction Site Storm Water Management Program.

Catch Basin Cleaning Program

Description of Program

The City identified 12 catch basins along Peterson Drive in 2005 to be inspected and cleaned annually when the program proposal was initially created. This list has been expanded to include 69 catch basins along Green Road which were installed as a part of a road construction project in 2013. This program has also been expanded to include the maintenance and repair of the City's existing storm sewer structures

Measurable Goals

To ensure the continued function of the MS4 system and to remove sediment deposits from the system.

Results achieved

Approximately 31 tons of solids were removed as a result of catch basin cleanings in 2019. Additionally, 10 storm sewer structures were repaired by the Highway Department in 2019.

Describe Any Planned Changes to the Program

The program needs to be updated to include the catch basins installed along Green Road and to include the maintenance and repairs of the storm inlets and manholes that has been occurring annually over the last several years. Previously storm sewer structures were repaired in conjunction with road reconstruction and road maintenance projects as a part of the City's road program. Due to the number of structures requiring immediate attention, maintenance efforts have been accelerated. From 2015 to 2019 over 446 storm sewer structures have been repaired or replaced.

Street Sweeping Program

Description of Program

The City Highway Department is responsible for the sweeping of the City Streets. The current program consists of sweeping all City streets once in the spring (as soon as the snow melts) and sweeping once in the fall all City streets with a curb and gutter cross-section. Additionally, City crews sweep arterial streets once per week for 1.5 months in the spring (as soon as the snow cover permits).

Measurable Goals

To remove sediment and debris from the road surface and gutter line prior to being transported by runoff into the City's MS4 system.

Results Achieved

Approximately 137 hours were spent sweeping 1028 miles of streets in 2019. This effort removed approximately 104 tons of solids prior to entering into the City's MS4 system.

Describe Any Planned Changes to the Program

None at this time.

Winter Road Management Program

Description of Program

The winter road management program prescribes the methodologies and guidelines for the removal and control of snow and ice buildup on the City's streets. The City Highway Department is responsible for establishing the procedures, methods, equipment and labor to implement the program. Details of the program evolve coincident with the evolution of technology and experience within the department regarding snow and ice removal.

Measurable Goals

The goal of the program is to maintain the roadway in a safe driving condition within the limitations of resources, climactic conditions, preservation of the driving surface and environmental concerns. In balancing these concerns, the department is recommended to strive for "passable roadway" conditions on the driving lanes during the storm event. A "passable roadway" is defined as a roadway surface that is free from drifts, snow ridges and as much ice and snowpack as is practical and can be traveled safely at reasonable speeds.

Secondary to maintaining safe driving conditions is the reduction of the amount of salts used during a winter storm event. To this extent the City has invested in equipment which allows for the use of a salt brine for pre-wetting of salt or as a stand-alone pre-treatment of the pavement surface. As a stand-alone treatment, salt brine helps to prevent ice/snow from bonding to the pavement surface thereby providing for easier removal during plowing operations. When used to pre-wet dry salt prior to application to a pavement surface, the brine helps to maintain the salt on the pavement surface rather than be displaced into the ditch or curb line. In either case the salt brine is anticipated to reduce the amount of dry salt required to achieve a "passable roadway."

The equipment utilized by the Highway Department is calibrated annually. Salt applications are set based upon the ground speed of the vehicle and the temperature of the pavement. The brine solution used for pre-wetting the salt is set not to exceed 10 gallons per ton with 8 gallons per ton being typical.

City Staff from the Highway Department attend training periodically regarding winter management operations. The last training event was held in 2016 (Smart Salting Level 1) with seven members of the Highway Department attending.

Results Achieved

The Highway Department maintains records of each event during the winter season which includes the amount of product used, pertinent weather data, hours worked, number of trucks in service and other measurable data. These records are maintained for the purpose of evaluating the program on a yearly basis. Snowfall totals used in the evaluation are taken from the weather station at Milwaukee International Airport.

The amount of salt used for a given event or season is highly variable and dependent on a number of conditions such as but not limited to: air temperature, pavement temperature, type of precipitation, intensity of storm, the miles of road to be maintained and the number of events in a given year. It is therefore difficult to evaluate whether or not the City's salt application is reduced through the use of salt brines for pre-wetting or as a stand-alone pre-treatment from year to year. Table 1 below summarizes the City's salt use for the

winter seasons beginning with the 2010-2011 winter season. A typical salt brine solution is composed of 23.3 % salt which yields approximately 2.5 pounds of salt per gallon of brine.

The City implemented the use of salt brines with the 2011-2012 winter season. Prior to that combinations of salt and salt/sand were used in conjunction with plowing for removal of ice and snow from the municipal streets. As can be seen in Table 1, overall salt use in terms of tons/lane mile of roadway has generally been less since the use of salt brines. However, this simplistic evaluation is a little misleading as it does not consider the severity of the winter season or the effort required by road crews to maintain a "passable roadway".

Table 1. City of Pewaukee Salt Use for Winter Road Management.

Winter Season	Tons of Salt	Gallons of Salt Brine	Total Tons of Salt	Lane Miles of Roads	Tons of Salt/lane mile
2010-2011	3203*		3203*	176.4	18.2
2011-2012	1540	14200	1558	176.6	8.8
2012-2013	3520	22679	3548	177.0	20.0
2013-2014	3160	11490	3174	176.8	18.0
2014-2015	2390	4800	2396	179.4	13.4
2015-2016	1865	5100	1871	183.0	10.2
2016-2017	2900	11225	2914	183.0	15.9
2017-2018	3365	5650	3372	184.3	18.3
2018-2019	3365	9070	3376	184.3	18.3
2019-2020	2450	7750	2460	184.3	13.4

*Total includes salt and salt/sand mixture.

The Wisconsin DOT has created a Winter Severity Index (WSI) which it utilizes in evaluating the severity of the winter season in relation to its winter management program. The index considers factors such as number of snow events, amount of snow, number of freezing rain events, storm durations, and number of incidents (frost runs, drifting and clean up). The State DOT developed the WSI in 1995. Prior to the 2013-2014 winter season, index values ranged from 0 to 100. Therefore, the higher the index value, the more severe the winter season and the lower the index value the milder the winter season. The State DOT revised the WSI in the 2013-2014 winter season to provide results which are scaled and compared to the average of the 5 previous winters; the value of which is set as 100. Therefore, values in excess of 100 indicate a severer than average winter and values less than 100 indicate a milder than average winter.

The statewide average WSI is shown in Table 2 for each winter season. Included in Table 2 are values for the WSI for Waukesha County as well. Previously, values for the Waukesha County WSI from 2010 to 2013 were only given in the previous index (weighted from 0 to 100) with the remainder provided in the revised index. The values shown for Waukesha County in Table 2 for those years before the revised index

were extrapolated based upon the statewide average values which were available in both versions of the index.

The approximate total snowfall per season and the number of measurable snow events are taken from the Mitchell International weather station in Milwaukee. The average snowfall is based upon the total snowfall for the season divided by the number of measurable events shown.

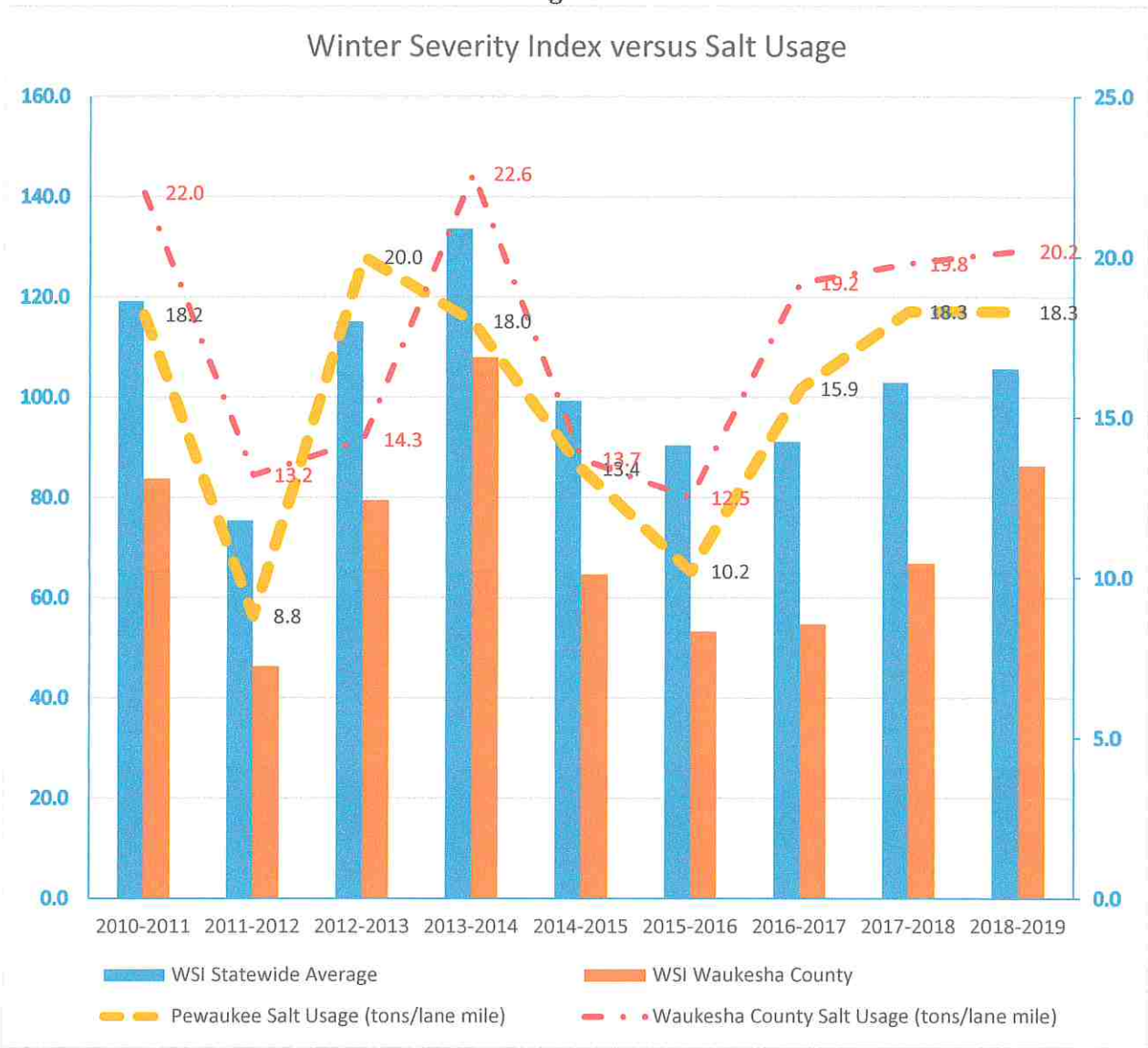
Figure 1 compares the Winter Severity Index for the statewide average and Waukesha County versus the salt usage for the City of Pewaukee and Waukesha County in tons of salt per lane mile. Overall, the WSI generally coincides with the amount of salt utilized per lane mile to maintain the City's streets in a passable condition for a winter season. The WSI for the 2019-2020 winter season will not be available until the State publishes its Annual Winter Maintenance Report, usually at the end of the year.

Table 2. Comparison of Winter Seasons and City of Pewaukee Salt Use.

Winter Season	**2010-2011**	**2011-2012**	**2012-2013**	**2013-2014**	**2014-2015**	**2015-2016**	**2016-2017**	**2017-2018**	**2018-2019**	**2019-2020**
Approx. Total Snowfall (inches)	61.9	29.6	45.0	63.4	43.0	39.1	37.6	46.7	55.8	35.4
Number of Measurable Events	45	26	31	52	38	25	23	36	40	28
Average Snowfall/event (inches)	1.4	1.1	1.5	1.2	1.1	1.6	1.6	1.3	1.4	1.3
Total Tons of Salt	3203*	1558	3548	3174	2396	1881	2914	3372	3376	2460
Total Hours Worked	NA	596	1272	1863	903	812	1171	1215	1564	1213
Tons of Salt/lane mile of Road	**18.2**	**8.8**	**20.0**	**18.0**	**13.4**	**10.2**	**15.9**	**18.3**	**18.3**	**13.4**
Average Pavement Temperature (degrees F)	NA	NA	NA	20.1	20.9	26.7	25.3	23.1	26.4	28.3
WisDOT Statewide WSI	**119.2**	**75.4**	**115.1**	**133.6**	**99.3**	**90.4**	**91.1**	**102.9[b]**	**105.7**	**
WSI for Waukesha County	**83.7[a]**	**46.3[a]**	**79.4[a]**	**107.9**	**64.6**	**53.2**	**54.7**	**66.8[b]**	**86.3**	**
Waukesha County Tons of Salt/Lane mile	**22.0**	**13.2**	**14.3**	**22.6**	**13.7**	**12.5**	**19.2**	**19.8**	**20.2**	**

*Total includes salt and salt/sand mixture. **Not determined at the time of reporting. [a]Extrapolated values to statewide index. [b]Corrected WSI from previous report.

Figure 1



As of the writing of this report, the salt use for the 2019-2020 winter season is calculated to be 916 tons lower than the previous season with approximately 2460 total tons of salt used. This translates to approximately 13.4 tons per lane mile of salt applied to City Streets which is 4.9 tons per lane mile lower than the previous two years. By comparison, Waukesha County was reported to have utilized approximately 20.2 tons of salt/lane mile for the 2018-2019 winter season which was 1.9 tons per lane mile higher than the City of Pewaukee's application over the same period. The average application for the City of Pewaukee since beginning the use of salt brines in the 2011-2012 winter season to 2018-2019 winter season is approximately 15.4 tons per lane mile. The winter management summary tables for each year of the program are attached to this report as Item B.

Describe Any Planned Changes to the Program

None at this time.

Leaf Management Program

Description of Program

The City accepts leaves and grass clippings at the City Recycling Center drop off site located on the lower level of the Pewaukee City Hall campus. Material collected at the site is taken to a facility in Menomonee Falls for composting. The City's waste hauler will also pickup leaves and grass clippings for a fee.

Measurable Goals

To provide an alternative means of disposing of leaves and grass clippings for the City residents as opposed to burning or dumping the debris into the City's right-of-way or ditches.

Results Achieved

In previous years yard waste was broken down into categories to determine the mass of leaves taken to the yard waste site. Similar to last year's reporting by Waukesha County the mass of leaves collected is included in the total yard waste collected which was 851 tons of material. The City's waste hauler reported collecting approximately 2 tons of yard waste in 2019.

Describe Any Planned Changes to the Program

None at this time.

SWPPP for Municipal Facilities

Description of Program

The City had prepared an update to its Evaluation of Public Works Yard in 2011. The goal of the evaluation was to identify potential sources of non-point pollution and provide recommendations to mitigate these sources. The City provided additional information in the 2015 annual report regarding planned projects to occur within the City "campus" site which will impact operations on site as well as potentially how storm water is handled. These planned projects included the construction of a new water tower, the construction of a new salt storage facility and repairs to the City Hall and highway garage. To date the new water tower and the repairs to City Hall and highway garage have been completed.

Measurable Goals

The goal of the program is to reduce non-point pollutant loadings from the City "campus" site.

Results achieved

An inspection of the Public Works Yard was performed in 2019.

Describe Any Planned Changes to the Program

Staff are still awaiting guidance from City leadership regarding the remaining projects. A formal update to the program for the City "campus" site will be made as soon as staff receives direction. Remaining major projects on the site are the construction of a new salt storage building, potential removal of the existing salt storage building and potential additional repairs or replacement of the highway garage.

Nutrient Management Plan for Municipal Properties with Pervious Surfaces over 5 acres

Description of Program

The City has 5 parks with pervious areas over 5 acres: Balmer Park, Wagner Park, South Park, Nettesheim Park and the Pewaukee Sports Complex. A formal nutrient management plan exists for the Pewaukee Sports Complex which is still under construction. The remaining parks do not have a formal plan as of yet.

The current practice for maintaining the turf areas in the City's park system is to contract with a company specializing in turf maintenance to assess the condition of the fields and to apply treatments as recommended. Treatments are typically composed of one or more of the following products: Dimension 2EW (a post emergence herbicide); a Urea Nitrogen-Potash fertilizer 25-0-5; a Urea Nitrogen-Potash fertilizer 17-0-5; Trupower 3 (a selective post emergence herbicide); and Cool Power (a selective post emergence herbicide). In addition, the infields of existing baseball fields receive a non-phosphorous fertilizer treatment (composed of a 33-0-5 NPK ratio) three times a year. Mowing of the established turf areas occurs on a weekly rotation with mowing of the baseball infields occurring up to three times a week if necessary.

Measurable Goals

The goal of the program is to reduce the amount of nutrients (namely phosphorous) applied to the turf areas and to apply only what is required to maintain a vigorous growth of vegetation.

Results Achieved

The City's current practice and ordinance bans the use of fertilizers containing phosphorous except for the establishment of new turf areas or if soil tests confirm phosphorous is required.

Describe Any Planned Changes to the Program

Formal plans for the remaining 4 parks need to be developed.

Management Procedures for Unplanned Water Main Discharges

Description of Program

The City is required by permit to develop a program to mitigate discharges of sediment to its MS4 system from unplanned water main discharges otherwise known as "water main breaks." The program was developed for Water and Sewer Utility staff who may be responding to such incidents. The priority for staff responding to a water main break is to locate the source of the discharge and to isolate it, or in layman's terms to "shut it off" as quickly as possible Temporary erosion control measures, if required, can then be employed to prevent sediment from entering the MS4 system. The program identifies potential erosion control measures that can be employed to contain/limit the discharge of sediment from a water main break.

Measurable Goals

The goal of the program is to reduce the amount of sediment entering the City's MS4 system or a Water of the State from an unplanned water main discharge.

Results Achieved

The City had 2 unplanned water main discharges last year resulting in an estimated, combined discharge of approximately 7,611 gallons of municipal water. One of these breaks required the Highway Department to assist with removing accumulated off the parking lot of a local business.

Describe Any Planned Changes to the Program

None at this time.

Other Reportable Results

Roadways within the City are comprised of a combination of rural cross sections and urban cross sections. Rural cross sections include roadside ditches to collect storm water runoff along with gravel shoulders and paved travel lanes. Urban cross sections include storm sewers and curb and gutter to collect storm water runoff and paved travel lanes. The City of Pewaukee contains approximately 92.2 lineal miles of roads with almost 45 miles of roads having a rural cross-section. Roadside swales need to be periodically cleaned of accumulated sediment to function properly. Each year the City's Highway Department cleans a number of its roadside swales of sediment. Last year the Highway Department cleaned approximately 4371 feet of roadside swales which netted roughly 984 tons of soil.

Worksheets for the Fiscal Analysis required as a part of the City's annual report are included in Item C.

Public Education and Outreach and Public Involvement and Participation Programs

Description of Program

The City of Pewaukee along with other members of the Upper Fox River Watershed Group contract with Waukesha County to implement the public education and outreach and public involvement and participation programs as required by Group WPDES permit. The County organizes the plan based upon a target audience. For each target audience a set of activities and goals are defined.

Item C contains a summary of the County's 2019 Activity Summary Report identifying the key components of last year's plan, the measurable goals and the results achieved.

City Staff work with our elected and Municipal officials regarding the City's municipal storm water discharge permit through discussions regarding: the function and need of the City's Storm Water Utility; budget hearings and discussions; discussion regarding potential changes to the City's MS4 permit; changes to the City's post construction site storm water management and construction site erosion control ordinance; discussions related to capital improvement projects that impact storm water discharges; and discussions regarding enforcement of the City's post construction site storm water management and construction site erosion control ordinance. City Staff knowledgeable of the MS4 permit requirements disseminate this knowledge internally as well as to the public through answering general questions regarding the operations and maintenance of storm water BMP's; questions regarding what storm water utility fees are used for; answering drainage concerns; and discussions regarding how permit requirements impact internal job functions and the burden of reporting requirements.

CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 8.

DATE: June 1, 2020

DEPARTMENT: Planning

PROVIDED BY:

SUBJECT:

Discussion and Possible Action Regarding **Ordinance 20-02** *[Second Reading]* Rezoning the Property Located at N28 W25206 Bluemound Road (PWC 0925-994-004 & PWC 0925-990-0020) from Rs-3 Single-Family Residential to B-4 Office District and LC Lowland Conservancy as Requested by Green Acres, LLC for the Purpose of Constructing a 24,000 Square Foot Two-Story Office Building [Fuchs]

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Ordiance 20-02

Green Acres Staff Report

Green Acres Rezoning Exhibit

Green Acres LLC Narrative

Green Acres LLC Staff Comment Responses 5.1.20

Green Acres Rezoning Petition

Green Acres Rezoning Map

STATE OF WISCONSIN CITY OF PEWAUKEE WAUKESHA COUNTY

ORDINANCE 20-02

TO AMEND THE ZONING MAP OF
THE CITY OF PEWAUKEE, WAUKESHA COUNTY, WISCONSIN

The Common Council of the City of Pewaukee, Waukesha County, Wisconsin do ordain that the Zoning Map of the City of Pewaukee, Wisconsin is hereby amended to change the zoning classification of the property described below as follows:

FROM: **RS-3 Single-Family Residential**

TO: **B-4 Office District & LC Lowland Conservancy**

SECTION 1 - DESCRIPTION
Common Description:

PWC 0925-994-004
Parcel 1 of Certified Survey Map No. 11661, recorded January 26, 2018, in Waukesha County Register of Deeds as Document No. 4322279, being a redivision of Lot 1 and 2 of Certified Survey Map No. 11369, as recorded October 26, 2015, being part of the Southeast ¼ and part of the Southwest ¼ of the Northeast ¼ of Section 16, Town 7 North, Range 19 East, in the City of Pewaukee, County of Waukesha, State of Wisconsin.

PWC 0925-990-002
Lot 2 of Certified Survey Map No. 11803, being a part of the Southeast ¼ of the Northeast ¼ of Section 16, Town 7 North, Range 19 East, in the City of Pewaukee, County of Waukesha, State of Wisconsin, recorded on January 16, 2019 in Volume 119 of Certified Survey Maps, Pages 35-40 inclusive, as Document No. 4379502.

Tax Key Number: PWC 0925-994-004 & PWC 0925-990-002

Property Address: N28 W25206 Bluemound Road

This Amendment to the Zoning Map (Change in zoning) is being proposed for the purpose of: constructing a 24,000 square foot two-story office building.

SECTION 2 –SEVERABILITY
The several sections of this Ordinance are declared to be severable. If any section shall be declared by a decision of a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the other provisions of the Ordinance.

SECTION 3 - ACTION
This Ordinance shall take effect upon passage and posting.

Dated this 1st day of June, 2020

COMMON COUNCIL OF THE CITY OF PEWAUKEE

WAUKESHA COUNTY, WISCONSIN

_____

Attest: Steve Bierce, Mayor

_____

Kelly Tarczewski, Clerk/Treasurer

Office of the Planning & Community Development Director
W240 N3065 Pewaukee Road
Pewaukee, Wisconsin 53072
Phone (262) 691-0770 Fax (262) 691-1798
fuchs@pewaukee.wi.us

REPORT TO THE PLAN COMMISSION

Meeting of May 21, 2020

Date: May 13, 2020

Project Name: Green Acres, LLC Rezoning, Comprehensive Master Plan Amendment, Certified Survey Map, and Site & Building Plans

Project Address/Tax Key No.: Approximately N28W25206 Bluemound Road /PWC 0925994004 and 0925990002

Applicant: Nelson Williams, Briohn Design Group, LLC

Property Owner: Green Acres, LLC

Current Zoning: Rs-3 Single-Family Residential District

2050 Land Use Map Designation: Medium Density Residential (6,500 SQ. FT. – 1/2 AC. / D.U.)

Use of Surrounding Properties: CTH JJ (Bluemound Road) to the north and east, a small vacant (0.0886-acre) Rs-3 District zoned property to the south, and a State Highway 16 off ramp to the west

Project Description

The applicant, Briohn Design Group, LLC, filed a Rezoning, Comprehensive Master Plan Amendment, Certified Survey Map, and Site & Building Plans for a proposed office building development for properties located at approximately N28W25206 Bluemound Road.

Rezoning and Comprehensive Master Plan Amendment
The proposed development encompasses two existing properties located along the west side of Bluemound Road, which are both currently zoned Rs-3 Single-Family Residential District. The applicant is proposing to rezone both properties to B-4 Office District to allow the subject office development.

It can be noted that the B-4 Office District Permits the following principal uses and allows other similar uses via Conditional Use.

(1) Administrative and public service offices.
(2) Banks and financial or tax consultants.
(3) Interior decorators.
(4) Professional offices of an architect, landscape architect, lawyer, doctor, dentist, clergy, engineer, or other similarly recognized profession.
(5) Real estate and insurance offices.
(6) Studios for photography, painting, music, sculpture, dance, or other recognized fine art.

The property is currently designated as Medium Density Residential (6,500 SQ. FT. – 1/2 AC./D.U.) on the City's Year 2050 Land Use/Transportation Plan. As zoning and the Comprehensive Master Plan

must be consistent, the applicant is required to amend the future land use designation to Office Commercial, which is consistent with the proposed rezoning request.

Certified Survey Map

The applicant has submitted a Certified Survey Map Application as required by Section 18.0602 to combine the two existing properties. The CSM creates a single parcel of land for development that is 3.1815 acres (138,586 square feet).

The northernmost property (Tax Key No. 0925994004) is currently vacant and was mostly wooded. It has an area of about 1.02 acres. The southern property (Tax Key No. 0925990002) consists of a single-family home and accessory structures and has an area of about 2.16 acres.

Related to the CSM, staff recommends that:

1. *The Certified Survey Map shall be contingent upon City of Pewaukee approval of the Rezoning and Comprehensive Master Plan Amendment Applications submitted as part of the subject development.*
2. *The Certified Survey Map shall include all applicable information as required by Section 18.0603 of the City's Land Division Ordinance.*

Site and Building Plans

The subject properties currently consist of a single-family dwelling, a garage, and a shed which will all be razed as part of this development. The site also contains a wetland at the southwest corner of the property. The wetland will not be disturbed as part of this development. Grading will occur within the wetland setback; however, will not extend into the wetland itself. *Staff recommends that a double layer of silt fencing or orange construction fencing be placed onsite to delineate the wetland and ensure its protection during construction*.

The proposed site and building plans consist of a 24,000 square foot, two-story office building, dumpster enclosure, and associated parking, landscaping, and storm water management facilities. *Staff recommends that the dumpster enclosure be constructed of materials that match the principal building*.

The site plan includes ingress/egress from Bluemound Road that will align with the drive on the east side of Bluemound Road serving the Glen at Parkway Ridge development. The building will be connected to public sewer and water as it is available to the development.

The applicant is proposing 60 parking spaces as part of the initial development. Parking could be expanded in the future by 24 spaces, which is shown as future parking on the site plan. Staff is in favor of showing future parking areas, opposed to paving more parking spaces than needed. In this case, with all of the parking located south of the building, the future parking creates that much larger of a parking area. The allowance of the additional parking, if proposed in the future, should be reviewed and considerations made to screening and landscaping within and around the perimeter of this area, if it is to be allowed at all.

Staff has not made a specific recommendation related to the site layout and building orientation, but the Plan Commission is advised to consider Staff Comment No. 6a. and the applicant's responses, which are included in the packet.

The Landscape Plan includes 38 deciduous trees, 6 evergreen trees, 6 ornamental trees, and 110 shrubs. This is an increase of 37 trees and 64 shrubs following staff comments. Staff is also meeting with the applicant onsite to discuss the possibility of preserving additional mature trees onsite.

The Lighting Plan includes both building and parking lot lighting. The six parking lot lights (Type A) are full cutoff and will not exceed 20-feet in height as required by the City's Zoning Code. The site plan also includes eight bollard style lights (Type B) along the walkway in front of the building. The building will have 13 building lights in total (12 Type C and 1 Type D over the rear service door).

A monument sign is shown on the site plan near the entrance drive adjacent to Bluemound Road. No other sign details have been provided at this time. Signage will be subject to a Sign Permit and compliance with Section 17.0700 of the Zoning Code.

The proposed peak height of the building is about 30-feet, which complies with the B-4 maximum building height of 4-stories or 55-feet. The building primarily consists of fibercement siding. The building also features a two-story glass entry system and stone pilasters. Related to architecture, *staff recommends that the entrance feature be raised further above the roofline and that the rooftop screening match one of the siding colors of the building.*

Staff is also recommending the conditions below in addition to those noted above:

1. *Site and Building Plans shall be contingent upon the approval of the proposed Rezoning, Comprehensive Master Plan Amendment, and Certified Survey Map Applications.*
2. *Final grading, erosion control, storm water management approvals by Engineering Department are required prior to any land disturbing activities.*

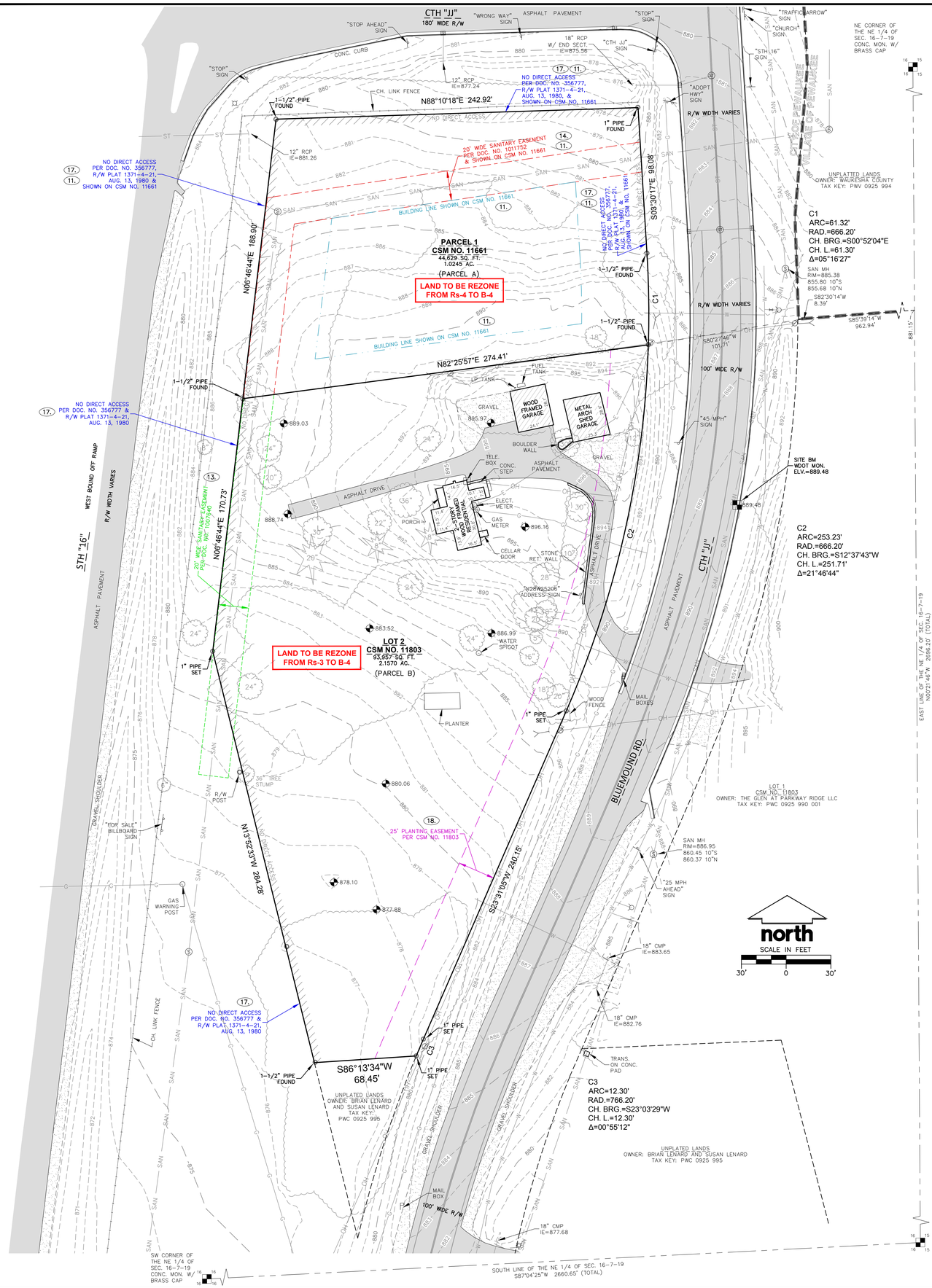
Recommendation

A motion to recommend approval of the proposed Rezoning Application to rezone the properties located at approximately N28W25206 Bluemound Road bearing Tax Key Nos. 0925994004 and 0925990002 from Rs-3 Single-Family Residential District to B-4 Office District, subject to approval of the Comprehensive Master Plan Amendment Application.

A motion to recommend approval of the proposed Comprehensive Master Plan Amendment to amend the Year 2050 Land Use/Transportation Plan for the properties located at approximately N28W25206 Bluemound Road bearing Tax Key Nos. 0925994004 and 0925990002 from Medium Density Residential (6,500 SQ. FT. – 1/2 AC./D.U.) to Office Commercial, subject to approval of the concurrent rezoning request.

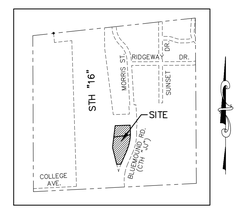
A motion to recommend approval of a 1 Lot Certified Survey Map to combine the two existing parcels into a single lot contingent upon the approval of the concurrent rezoning request, Comprehensive Master Plan Amendment Application, and Site and Building Plans and compliance with Section 18.0603 of the City's Land Division Ordinance.

A motion to approve site and building plans submitted by Briohn Design Group, LLC for the construction of a 24,000 square foot office building in substantial conformance with the plans submitted on May 12, 2020 and subject to the conditions within the Plan Commission staff report dated May 13, 2020.



LEGEND

- SANITARY SEWER MANHOLE
- STORM MANHOLE
- CLEAN OUT
- CATCH BASIN ROUND
- CATCH BASIN SQUARE
- CURB INLET
- FIRE HYDRANT
- WATER VALVE
- GAS VALVE
- LIGHT POLE
- YARD LIGHT
- MAIL BOX
- TELEPHONE PEDESTAL
- ELECTRICAL MANHOLE
- SIGN
- POWER POLE
- GUY WIRE
- BOLLARD
- TRAFFIC LIGHT
- SOIL BORING
- SAN — SANITARY SEWER
- W — WATER MAIN
- ST — STORM SEWER
- G — UNDERGROUND GAS
- E — UNDERGROUND ELECTRIC
- T — UNDERGROUND TELEPHONE
- FIB — UNDERGROUND FIBER OPTICS
- OH — OVERHEAD UTILITY
- (14.) MAPPED SCHEDULE B-II EXCEPTION



LOCATION MAP
NE 1/4 SEC. 16-7-19
SCALE: 1"=1000'

GENERAL NOTES:

1. Bearings are referenced to the Wisconsin State Plane Coordinate System, South Zone. The south line of the NE 1/4 of Section 16-7-19, was used as S87°04'25"W, and as shown on CSM No. 11661 and CSM No. 11803.
2. Project Conversion Factor: Grid/ 0.99990834 = Ground
3. Vertical Datum NGVD29.

   Reference Benchmark: Southeast corner of the Northeast 1/4 of Section 16-7-19, Concrete monument w/ SEWRPC brass cap, Elevation = 850.27

   Site Benchmark: WDOT Monument located east side of Bluemound Road (CTH "JJ") approximately 120 feet north of the site entrance, Elevation = 889.48
4. Property has vehicular access to Bluemound Road (CTH "JJ"), a public right of way.
5. At the time of this survey, per City of Pewaukee Zoning Map No. 5, Parcel A (Parcel 1 of CSM No. 11661) is zoned Rs-4 (20,000 SF min. area) and Parcel B (Lot 2 of CSM No. 11803) is zoned Rs-3 (1.0 AC. min. area).
6. This ALTA/NSPS Land Title Survey was prepared and based on Chicago Title Insurance Company Commitment No. CO-9696, with Commitment Date December 27, 2019.

TABLE A ITEMS:

2 Observed posted address number:
Parcel A (Parcel 1 of CSM No. 11661) no address number posted
Parcel B (Lot 2 of CSM No. 11803) N28 W25206 Bluemound Rd.

3 At the time of this survey both properties is located within Zone X (Areas determined to be outside the 0.2% annual chance floodplain) per FEMA map panel numbers 55133C0203G and 55133C0184G, effective date November 5, 2014.

4 Property areas:
Parcel A (Parcel 1 of CSM No. 11661): 44,629 SF (1.0245 acres)
Parcel B (Lot 2 of CSM No. 11803): 93,957 SF (2.1570 acres)

6 At the time of this survey, zoning letter report was not provided to surveyor, see General Note 5.

9 At the time of this survey, the properties contain NO designated parking stalls.

11 Underground utility locations shown are based on field location markings by "Digger's Hotline", Ticket Nos. 20200605937 and 20200605937 with a start date of February 16, 2020. Underground utility information is shown for informational purposes only, and is not guaranteed to be accurate or all inclusive. The Contractor/Owner is responsible for making his own determination as to the type and location of underground utilities as may be necessary to avoid damage thereto. Contractor/Owner shall call "Digger's Hotline" prior to the start of any construction activities.

16 At the time of this survey, there are no evidence of earth moving work or construction.

17 At the time of this survey, there was no observed evidence of recent street or sidewalk construction or repair.

18 At the time of this survey, there has been NO field delineation of wetlands conducted by a qualified specialist.

SCHEDULE B - SECTION II EXCEPTIONS

1, 5, 6, 7, 8, and 10 Shown if any.

2, 3, 4, 9, 19, and 20 Not survey related.

(11.) Easements and Restrictions as referenced on the Certified Survey Map No. 11661, recorded in the Register of Deeds office for Waukesha County, on January 26, 2008, as Document No. 4322279, and Certified Survey Map No. 11369, recorded in the Register of Deeds office for Waukesha County, on October 26, 2015, as Docuemnt No. 4173768. (as to Parcel 1)

12. Award of Damages, dated June 23, 1978, and recorded in the Register of Deeds office for Waukesha County, on September 5, 1980, as Document No. 1136406. (as to Tax ID No. PWC 0925-993)
SURVEYORS NOTE: Now part of STH "16" and CTH "JJ" (Bluemound Rd.) public right of way.

(13.) Easement granted to the Town of Pewaukee, dated July 25, 1977, and recorded in the Register of Deeds office for Waukesha County, on July 26, 1977, as Document No. 1007640. (as to Tax ID No. PWC 0925-993)

(14.) Award of Damages by Lake Pewaukee Sanitary District recorded on August 19, 1977, in the Register of Deeds for Waukesha County, in Document No. 1011752. (as to Parcel 1)

15. Certificate of Compensation to Parnell C. Ryan and Mairon L. Ryan, his wife, as recorded in the Register of Deeds Office for Waukesha County, on February 1, 1979, as Document No. 1080514. (as to Parcel 1)
SURVEYORS NOTE: Now part of STH "16" and CTH "JJ" (Bluemound Rd.) public right of way.

16. Easement granted to Wisconsin Electric Power Company, as recorded in the Register of Deeds for Waukesha County, on September 20, 1949, as Document No. 329706. (as to Tax ID No. PWC 0925-992)
SURVEYOR'S NOTE: Easement location/description is general and not mappable. Overhead line shown on map.

(17.) Finding, Determination and Declaration Establishing Certain Controlled-Access Highways in Waukesha County, Wisconsin, dated August 30, 1951, and recorded in the Register of Deeds office for Waukesha County, on September 26, 1951, as Document No. 356777. (as to Tax ID No. PWC 0925-992)

(18.) Twenty-five foot planting easement as shown on the plat of Certified Survey Map No. 11803, recorded as Document No. 4379502.

LEGAL DESCRIPTION:

(Based on Chicago Title Insurance Company Commitment No. CO-9696, with Commitment Date December 27, 2019.)

PARCEL A:
Parcel 1 of Certified Survey Map No. 11661, recorded January 26, 2018, in Waukesha County Register of Deeds as Document No. 4322279, being a redivision of Lot 1 and 2 of Certified Survey Map No. 11369, as recorded October 26, 2015, being part of the Southeast 1/4 and part of the Southwest 1/4 of the Northeast 1/4 of Section 16, Town 7 North, Range 19 East, in the City of Pewaukee, County of Waukesha, State of Wisconsin.

Tax Key No.: PWC 0925.994.004

PARCEL B:
Lot 2 of Certified Survey Map No. 11803, being a part of the Southeast 1/4 of the Northeast 1/4 of Section 16, Town 7 North, Range 19 East, in the City of Pewaukee, County of Waukesha, State of Wisconsin, recorded on January 16, 2019 in Volume 119 of Certified Survey Maps, Pages 35-40 inclusive, as Document No. 4379502.

2019 Tax Key Nos: part of PWC 0925.990, part of PWC 0925.992 and part of PWC 0925.993
2020 Tax Key No: PWC 0925.990.002

SURVEYOR'S CERTIFICATE:

To Kowal Investment Group, LLC, a Wisconsin limited liability company; Green Acres LLC, a Wisconsin limited liability company; and Chicago Title Insurance Company.

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 5, 6(a), 6(b), 7a, 7(b)(1), 8, 9, 11, 13, 16, 17 and 18 of Table A thereof. The field work was completed on March 5, 2020.

Date of Map: _____

_____
Rizal W. Iskandarsjach, P.L.S.
Professional Land Surveyor, S-2738
JSD Professional Services, Inc.
W238N1610 Busse Rd., Ste. 100
Waukesha, WI 53188
262-513-0666

REZONING EXHIBIT

JSD Professional Services, Inc.
• Engineers • Surveyors • Planners

"BUILDING RELATIONSHIPS WITH A COMMITMENT TO CLIENT SATISFACTION THROUGH TRUST, QUALITY AND EXPERIENCE"

- *CIVIL ENGINEERING*
- *SURVEYING & MAPPING*
- *CONSTRUCTION SERVICES*
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- *PLANNING & DEVELOPMENT*
- *TRANSPORTATION ENGINEERING*
- *LANDSCAPE ARCHITECTURE*

MILWAUKEE REGIONAL OFFICE
W238 N1610 BUSSE ROAD SUITE 100
WAUKESHA, WISCONSIN 53188
262.513.0666 PHONE | 262.513.1232 FAX
MADISON | MILWAUKEE | CHICAGO
KENOSHA | APPLETON | WAUSAU
www.jsdinc.com

SERVICES PROVIDED TO:

DESIGN GROUP
3885 N BROOKFIELD ROAD, SUITE 200
BROOKFIELD WISCONSIN 53045-1950
(262) 790-0500 PHONE
(262) 790-0505 FAX

PROJECT:
PARCEL 1 OF CSM NO. 11661 & LOT 2 OF CSM NO. 11803

PROJECT LOCATION:
CITY OF PEWAUKEE
WAUKESHA COUNTY, WI

JSD PROJECT NO.: 20-9495

SEAL/SIGNATURE:

ALTHOUGH EVERY EFFORT HAS BEEN MADE IN PREPARING THESE PLANS AND CHECKING THEM FOR ACCURACY, THE CONTRACTOR AND SUBCONTRACTORS MUST CHECK ALL DETAIL AND DIMENSIONS OF THEIR TRADE AND BE RESPONSIBLE FOR THE SAME.

SURVEYED BY:	JFA/RWI	05-05-20
DRAWN BY:	RWI	03-10-20
CHECKED BY:	RWJ/	03-10-20

PLAN MODIFICATIONS:

DIGGERS HOTLINE
Call 811 or (800) 242-8511
Milwaukee Area (262) 432-7910
Hearing Impaired TDD (800) 542-2289
www.DiggersHotline.com

SHEET TITLE:
ALTA/NSPS LAND TITLE SURVEY

SHEET NUMBER:
CS-1

THESE PLANS AND DESIGNS ARE COPYRIGHT PROTECTED AND MAY NOT BE USED IN WHOLE OR IN PART WITHOUT THE WRITTEN CONSENT OF JSD PROFESSIONAL SERVICES, INC.

Project Narrative

PROPOSED TWO-STORY 24,000 GROSS SQUARE FOOT OFFICE BUILDING AT N28W25206 BLUEMOUND ROAD, CITY OF PEWAUKEE, WISCONSIN:

Submission information for:
Petition For An Amendment To The Comprehensive Master Plan
Petition For A Rezoning District Map Amendment
Application For Site And Building Plan Review
Application For Minor Land Division / Certified Survey Map

April 6, 2020

Applicant's Contact Person:
Paul Grzeszczak, AIA
Briohn Design Group, LLC
3885 N. Brookfield Road, Suite 200
Brookfield, Wisconsin 53045
(262) 790-0500

Property Owner:
Green Acres LLC
Attn: Matthew Quest
W243N2730 Creekside
Pewaukee, WI
414-640-6288

Site Data:
Land to be rezone from Rs-4 to B-4:
Parcel 1 CSM #11661
Property addresses: not assigned
Tax key numbers: PWC 0925 994 004
Legal description: Parcel 1 of Certified Survey Map No. 11661, recorded January 26, 2018, in Waukesha County Register of Deeds as Document No. 4322279, being a redivision of Lot 1 and 2 of Certified Survey Map No. 11369, as recorded October 26, 2015, being part of the Southeast 1/4 and part of the Southwest 1/4 of the Northeast 1/4 of Section 16, Town 7 North, Range 19 East, in the City of Pewaukee, County of Waukesha, State of Wisconsin.

Land to be rezone from Rs-3 to B-4:
LOT 2 CSM #11803
Property addresses: N28W25206 Bluemound Road
Tax key numbers: PWC 0925 990 002
Legal description: Lot 2 of Certified Survey Map No. 11803, being a part of the Southeast 1/4 of the Northeast 1/4 of Section 16, Town 7 North, Range 19 East, in the City of Pewaukee, County of Waukesha, State of Wisconsin, recorded on January 16, 2019 in Volume 119 of Certified Survey Maps, Pages 35-40 inclusive, as Document No. 4379502.

Current Zoning District:
Parcel 1 – RS-3
Parcel 2 – RS-4
Proposed Re-Zoning to B-4 Office District

Current and Proposed Land Use:
Parcel 1 - Vacant
Parcel 2 - Single family residence
Proposed Amendment to Comprehensive Master Plan: Office Commercial, from the current land use plan for 2035 which indicates Low-Medium Density Residential for these parcels. The initial proposed occupant, occupying the second floor, is a financial consultant, and similar professional offices are anticipated (possibly including expansion space for initial tenant).
PLEASE NOTE: Please accept the client's need to keep the owner and tenant name confidential until the ongoing land purchase and due diligence is completed.

Description of Existing Environmental Features:
Parcels are bounded by Highway 16 to the west, Highway JJ to the north and to the east, and southern boundary is a small triangle of land owned by property owner on east side of Highway JJ. WDNR website shows no delineated wetlands on site and no environmental corridors.
Parcel 1 - The site is partially wooded, slopes to the north.
Parcel 2 – The site is generally open, with an existing house on the northeast edge of the parcel. This is also the high point of the overall site. Site slopes to the south west, toward Highway 16 Right-of-Way. WDNR mapping indicates possible hydric soils at southwest portions Parcel 2.

Projected number of Employees and or customers:
Proposed financial consultant owner/tenant is considering occupying one full floor of the two level building, with space for 25-30 employees and additional room for growth. It is anticipated that the remaining space in the building will accommodate 25-40 employees on the remaining level.

Existing Site:
Total area is 138,591 SF (3.18 acres)

Building Gross Area: 24,000 SF
Building Net Area: 23,170 SF

Building Footprint: 12,163 SF

Parking Proposed:
We are intending an initial impervious area that is 48,127 sf (1.10 acres) and includes 74 parking stalls. Available parking expansion (as needed based on building occupancy) would provide an additional 24 parking stalls, for a final total of 56,614sf (1.30 acres) of impervious area and 98 total parking stalls. Please note that the suggested minimum parking per Section 17.0600 (of 1/200sf plus 1 space per two employees) could be as high as 151 per ordinance, which exceeds all likely scenarios of building use.

Green space ratio:
Based on the impervious areas noted above, we are indicating an initial green space of 90,464sf (2.08 acres), which is 65.3%, and greater than the 40% Minimum Green Space required per ordinance. The green space with parking expansion is 81,977sf (1.88 acres), which is 59.2%, and still greater than the 40% Minimum Green Space required per ordinance.
Storm Water Management:
A Storm Water Management Plan is provided. Please note that there has been additional coordination with the Lake Pewaukee Sanitary District, the State of Wisconsin Department of Transportation, the Waukesha County DPW, and the Waukesha County Airport during the development of the site design and Storm Water Management Plan.

Traffic Generation:
The occurrence of onsite generated peak levels are during typical 8am-5pm weekday business hours, with additional evening and weekend events. Anticipated customer visitations are anticipated to be low during normal work hours for the proposed owner/tenant. Our submission represents a design that has been coordinated with the Waukesha County DPW, and is being coordinated with the entrance drive of the proposed development immediately across Bluemound Road from our development.

Exterior Building Materials and landscape:
We propose to construct a new two story office building with materials used in a contemporary architectural style. See building elevations for preliminary material concepts. The landscape design will provide some definition along the street and along the freeway frontage; landscape plans will be provided for review, and will meet or exceed municipal standards. The existing Parcel 1 has some existing wooded areas that will remain as a buffer along the north edge of the site, along Highway JJ.

Project Schedule:
We intend to proceed with this project as the pace of municipal approval allow. We are scheduled for state plan review on May 20, 2020, and intend to submit for building permit and engineering final reviews immediately afterward. We anticipate that this would have us receiving permits and starting construction mid-July 2020.

Included in-line (in red) are responses to the **4/27/20 Comments and Recommendations**. These items can be covered in more detail during the 2pm 5/6/20 Conference Call.

Date:	April 27, 2020 (comments from Briohn Design Group 05/01/20)
To:	Nelson Williams, Briohn Design Group, LLC (comments from Paul Grzeszczak, AIA, Briohn Design Group)
From:	Nick Fuchs, Planner & Community Development Director
RE:	Green Acres, LLC Rezoning, Comprehensive Master Plan Amendment, Certified Survey Map, and Site & Building Plans

Comments and Recommendations:

Below are comments and recommendations for the proposed building for property located at approximately N28W25206 Bluemound Road (Tax Key Nos. 0925994004 and 0925990002).

1. The proposed office use for the building is a Permitted Use in the B-4 District. Note that if rezoned and the development approved, the specific user(s) will require approval of a Business Plan of Operation Application prior to occupancy. Acknowledged, we will comply.
2. Please update the Rezoning Exhibit from Rs-4 District to Rs-3 District for the northernmost parcel. Please also add language for the proposed Comprehensive Master Plan amendment to the exhibit. Additionally, the zoning on the Site Data Table on Sheet C2.0 needs to be updated. Exhibit and table have been revised.
3. The wetland and 25-foot wetland setback must be shown on all plans (CSM, site, grading, landscape, etc.). Please also include the date and name of the person that completed the delineation. Drawings have been revised to indicate wetland and delineator information.
4. Is grading currently proposed within the wetland? No grading is proposed in the wetland area.
5. Please be aware that according to Section 17.0601c. all open off-street parking areas shall be surfaced with at least three (3) inches of bituminous or concrete pavement over a crushed stone base and at least one-half the thickness of such pavement shall be in place prior to occupancy of the principal structure(s) Acknowledged, we will comply.
6. Generally staff has a concern with the site plan layout and large parking area. Please consider the following suggestions:
    a. Reorient the building to face Bluemound Road, which would allow parking to be split with some in front and additional parking wrapping around the side and/or rear of the building. We will provide a site plan sketch showing a reoriented layout for the purpose of discussion during the conference call. We have considerable concerns with making such a change.
        - Part of the buyer's desire for this site is the hilltop location for the building, and its backdrop of trees behind it, as opposed to a building sitting in a field of asphalt.
        - Having private outdoor space is a critical desire of the owner. Part of the building design is a second level patio deck area that takes advantage of the long views and being tucked up against the existing trees. If we turn the building and place it in the middle, we lose all ability to successfully achieve this.
        - The building placement with the entry element facing south and being on top of the hill allows that elevation to be clearly seen from northbound

traffic on both Hy. 16 and Bluemound Rd. And due to the slope and curve of Bluemound Road, the south facing entry elevation can be seen nicely from a distance. Its placement near the crest of the site also gives it veiled visibility through the trees when approaching on Blumound from the north and over the bridge. If rotated, the front can only be seen from Bluemound Road, which is much less traveled than Hy. 16, and instead you get the back of the building as a Highway 16 view.

- We are working on an option for the conference call, but initial indications are that as such as 20% less parking will fit on the site, yet requiring nearly the same amount of paving.
- The rotated orientation would place the building in a position close to the new entry drive off of Bluemound Road. Since it is aligned with the proposed road to the new residential development across the street, traffic from the residential development will always be aimed at the building. Also, that means that our project blocks the long open view to the west that the residential development would have. And the main views from our project would be down the road into the residential development, versus a long expansive view to the south and west.
- The rotated building concept fights against the natural grade of the site. At the crest of the hill, we can more naturally create a plateau for the building with the current orientation. Rotated, the pad for the building would have a considerable amount of cut/fill, and make parking along the front of the building challenging. This adds cost, and sacrifices functionality. Based on coordination with the County, our entry drive location from Bluemound Road can be in no other place, limiting our layout and grading options.

b. Add landscape islands and plantings within the parking lot. We will provide planted landscape islands.

c. Provide additional landscaping around the perimeter of the parking area for better screening. We will provide additional plantings, coordinated with the City for appropriate quantity and placement.

7. Overall it is recommended that a substantial amount of landscaping be added to the plan. As mentioned above, the parking lot needs to be better screened. Plantings could also be added around the storm water ponds and along the west side of the property. We will provide additional plantings, coordinated with the City for appropriate quantity and placement.
8. Some existing trees are shown on the plans, but none are illustrated or noted on the north side of the property. It appears about half of the wooded area on the north side of the property will be impacted by grading. Was a tree inventory completed for the entire property? Are these mature trees? As much of the treed area on the north side of the property is being disturbed and

further considering Comment No. 5, it is recommended that additional trees be planted to the north of the building to better mitigate impacts to existing trees. Please note that sheet C1.0 reflects the existing individual trees that will be removed, and a "clouded" edge indication of the drip line edge of the broadly wooded areas. Much of the grading proposed north of our building location may be able to occur under the drip line, without the requirement to remove many trees in that northern wooded area. We can determine the number of actual trees over a determined caliper that will need to be removed based on the current plan, and inventory those specifically. And generally speaking, we will provide additional plantings, coordinated with the City for appropriate quantity and placement.

9. There appears to be a service door on the rear of the building. Will there be a walkway that wraps around the building? The service door will open to a sidewalk which then connects to an outdoor patio space at the grade level.
10. Please consider the following suggestions related to the architecture of the building:
    a. The awning above the entrance extends over the coursing of the stone pilaster. Please consider revising, so the architectural elements do not conflict. We will look at the detail and provide a sketch for discussion.
    b. Is there two rows of metal trim on the east elevation at the midpoint? The trim dimension will be the same on all elevations. We have revised and will provide for the discussion.
    c. Consider adding window treatments. Please provide additional guidance during our discussion.
    d. Consider adding variation to the roofline, such as a taller entrance feature. For example, the North Avenue Office Building on North Avenue and San Fernando in Brookfield has three different roof heights along the front of the building. We have modified the elevation to raise the center area of the building, and will provide for the discussion.
11. What is the anticipated value of the proposed development? We will provide the information for the discussion.
12. Please be aware that prior to any land disturbing activities taking place, a storm water management plan and erosion control measures must be approved by the City. As you are aware, storm water reviews my take up to several months to complete. We intend on requesting review of the stormwater management plan as soon as we discuss the items listed above with staff and have a mutual understanding for the changes that are required in order to have an approvable plan.

Planner & Community Development Director Nick Fuchs

Office of the Planner & Community Development Director
W240 N3065 Pewaukee Road
Pewaukee, Wisconsin 53072
Phone (262) 691-0770
Fax (262) 691-1798
fuchs@pewaukee.wi.us

PETITION FOR A REZONING DISTRICT MAP AMENDMENT

TO THE HONORABLE MAYOR AND COMMON COUNCIL OF THE CITY OF PEWAUKEE, WAUKESHA COUNTY, WISCONSIN

The undersigned hereby petitions the Common Council of the City of Pewaukee, Waukesha County, Wisconsin to rezone the following property **FROM** RS-4 (for ~~SSM~~ PWC 0925 994 004) RS-3 (for PWC 0925 990 002) zoning district(s) **TO** B-4 Office District zoning district(s):

Legal description of property to be rezoned – Please attach.

Common property description or name: N28W25206 Bluemound Rd

Property Address: N28 W 25206 Bluemound Rd **Tax Key Number(s):** PWC 0925 994 004 PWC 0925 990 002

Property owner(s) (Full Legal Name): Green Acres LLC

Owner's Address: W243 N2730 Creekside **City/State/Zip:** Pewaukee, WI 53072

Phone: 414-640-6288 **Email:** mquest@capital-cre.com

This amendment to the zoning map is being proposed in order to construct a 24,000 sf office building.

Applicant (Full Legal Name):

Name: Nelson Williams

Company: Brichn Design Group LLC

Address: 3885 N. Brookfield Rd Suite 200

City/State/Zip: Brookfield WI 53045

Phone: 262 790 0500

Email: nwilliams@brichn.com

Contact Person (Full Legal Name):

Name: Paul Grzeszczak, AIA

Company: Brichn Design Group LLC

Address: 3885 N. Brookfield Rd Suite 200

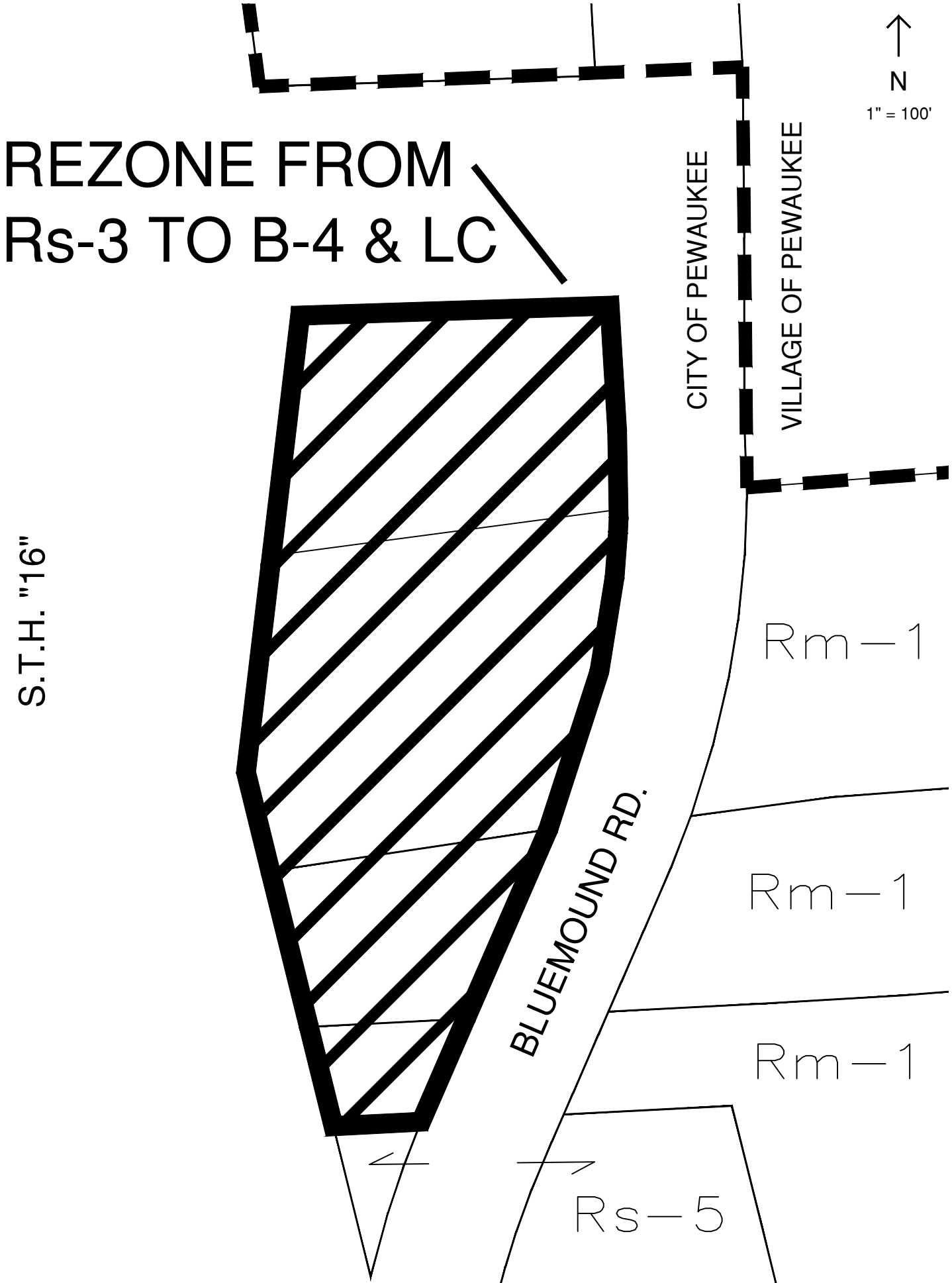
City/State/Zip: Brookfield WI 53045

Phone: 262 790 0500

Email: paulg@brichn.com

Rezoning submittals must include and be accompanied by the following:

- ☐ This Application form accurately completed with original signatures.
- ☐ Application Filing Fee, payable to the City of Pewaukee:
  - $400.00, plus cost for publication, notice and all attorney fees related to Project
- ☐ Five (5) complete collated sets of Application materials to include:
  - A written project narrative detailing the request and proposed zoning as well as any future development plans or any proposed site or building improvements.
  - A Rezoning Exhibit that illustrates the property boundaries, areas to be rezoned and specifically notes the existing and proposed zoning.
  - Building and Site Plans as may be applicable.
- ☐ All application materials provided in a digital format (Adobe PDF). Materials may be submitted on a USB Flash Drive or emailed to hurd@pewaukee.wi.us.
- ☐ Note twelve (12) additional sets of plans will be required for Plan Commission following staff review of the initial submittal. These plans should be revised in response to staff comments as may be necessary.


REZONE FROM
Rs-3 TO B-4 & LC
N
1" = 100'
CITY OF PEWAUKEE
VILLAGE OF PEWAUKEE
S.T.H. "16"
BLUEMOUND RD.
Rm-1
Rm-1
Rm-1
Rs-5

CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 9.

DATE: June 1, 2020

DEPARTMENT: Planning

PROVIDED BY:

SUBJECT:

PUBLIC HEARING, Discussion and Possible Action Regarding a Comprehensive Master Plan Amendment to Change the Year 2050 Land Use/Transportation Plan Use Designation for Green Acres, LLC for Property Located at N28 W25206 Bluemound Road (PWC 0925-994-004 & PWC 0925-990-002) from Medium Density Residential (6,500 SQ. FT. – 1/2 AC. / D. U.) to Office Commercial and Flood Plains, Lowland & Upland Conservancy, and Other Natural Areas [Fuchs]

BACKGROUND:

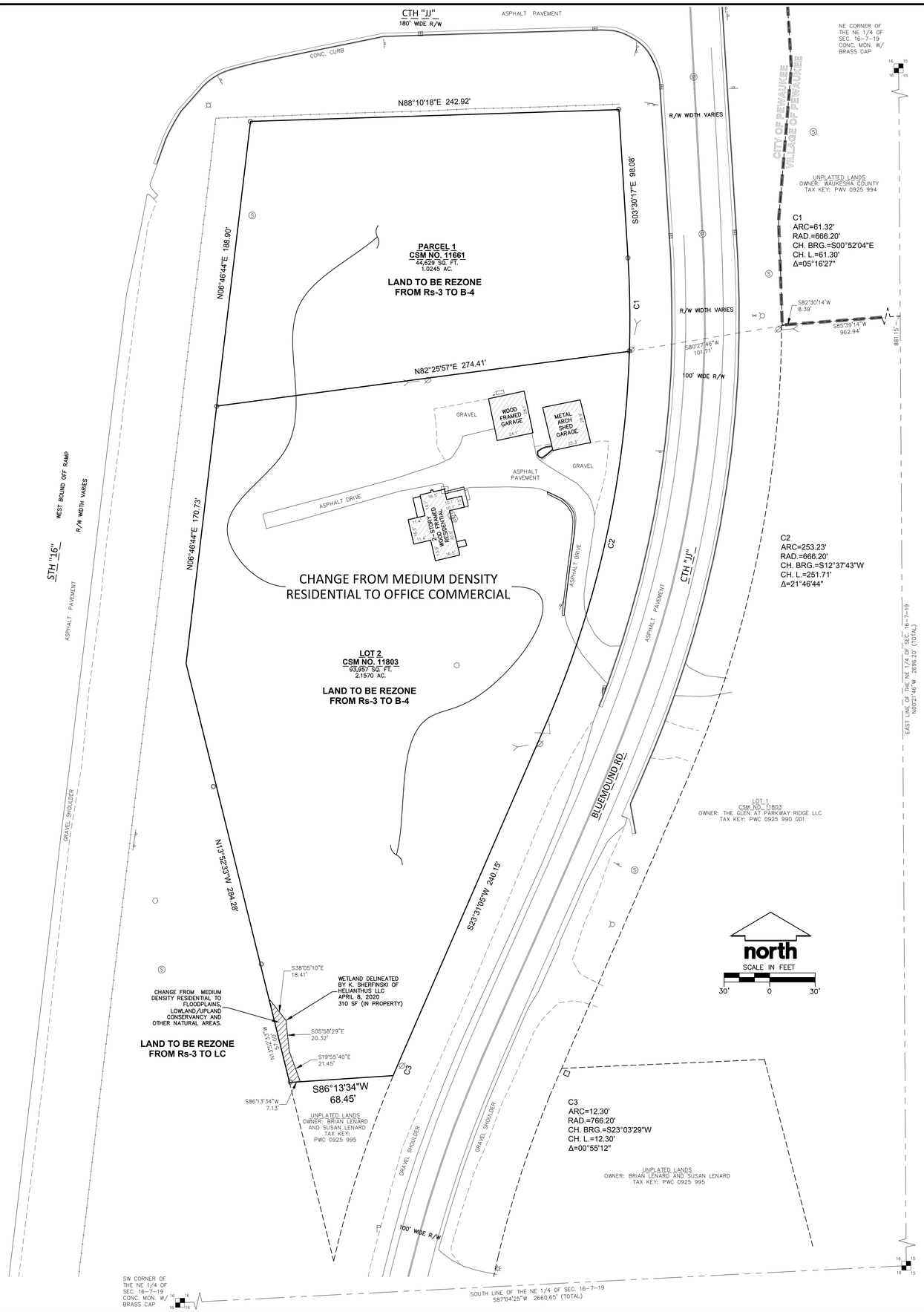
FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

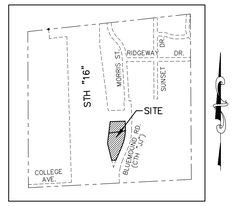
Description

Green Acres Comp Plan Exhibit



LEGEND

- SANITARY SEWER MANHOLE
- STORM MANHOLE
- CLEAN OUT
- CATCH BASIN ROUND
- CATCH BASIN SQUARE
- CURB INLET
- FIRE HYDRANT
- WATER VALVE
- GAS VALVE
- LIGHT POLE
- YARD LIGHT
- MAIL BOX
- TELEPHONE PEDESTAL
- ELECTRICAL MANHOLE
- SIGN
- POWER POLE
- GUY WIRE
- FENCE



LOCATION MAP
NE 1/4 SEC. 16-7-19
SCALE: 1"=1000'

GENERAL NOTES:

1. Bearings are referenced to the Wisconsin State Plane Coordinate System, South Zone. The south line of the NE 1/4 of Section 16-7-19, was used as S87°04'25"W, and as shown on CSM No. 11661 and CSM No. 11803.
2. Project Conversion Factor: Grid/ 0.99990834 = Ground
3. Properties to be combined via future Certified Survey Map

LAND TO BE REZONE FROM Rs-3 TO B-4:

Parcel 1 of Certified Survey Map No. 11661, recorded January 26, 2018, in Waukesha County Register of Deeds as Document No. 4322279, being a redivision of Lot 1 and 2 of Certified Survey Map No. 11369, as recorded October 26, 2015, being part of the Southeast 1/4 and part of the Southwest 1/4 of the Northeast 1/4 of Section 16, Town 7 North, Range 19 East, in the City of Pewaukee, County of Waukesha, State of Wisconsin.

Tax Key No.: PWC 0925.994.004

ALSO;

Lot 2 of Certified Survey Map No. 11803, being a part of the Southeast 1/4 of the Northeast 1/4 of Section 16, Town 7 North, Range 19 East, in the City of Pewaukee, County of Waukesha, State of Wisconsin, recorded on January 16, 2019 in Volume 119 of Certified Survey Maps, Pages 35-40 inclusive, as Document No. 4379502.

EXCEPT lands described below to be rezone as LC, Floodplains, lowland/upland conservancy and other natural areas.

LAND TO BE REZONE FROM Rs-3 TO LC:

Being a part Lot 2 of Certified Survey Map No. 11803, being a part of the Southeast 1/4 of the Northeast 1/4 of Section 16, Town 7 North, Range 19 East, in the City of Pewaukee, County of Waukesha, State of Wisconsin, recorded on January 16, 2019 in Volume 119 of Certified Survey Maps, Pages 35-40 inclusive, as Document No. 4379502, bounder and described as follows:

Commencing and beginning of the southwest corner of said Lot 2, thence North 13°52'33" West along the west line of said Lot 2, 57.00 feet; thence South 38°05'10" East, 18.41 feet; thence South 05°58'29" East, 20.32 feet; thence South 19°55'40" East, 21.48 feet to the south line of said Lot 2; thence South 86°13'34" West along said south line, 7.13 feet to the point of beginning.

JSD Professional Services, Inc.
• Engineers • Surveyors • Planners

"BUILDING RELATIONSHIPS WITH A COMMITMENT TO CLIENT SATISFACTION THROUGH TRUST, QUALITY AND EXPERIENCE"

- CIVIL ENGINEERING
- SURVEYING & MAPPING
- CONSTRUCTION SERVICES
- WATER RESOURCES
- PLANNING & DEVELOPMENT
- TRANSPORTATION ENGINEERING
- LANDSCAPE ARCHITECTURE

MILWAUKEE REGIONAL OFFICE
W238 N1610 BUSSE ROAD SUITE 100
WAUKESHA, WISCONSIN 53188
262.513.0666 PHONE | 262.513.1232 FAX
MADISON | MILWAUKEE | CHICAGO
KENOSHA | APPLETON | WAUSAU
www.jsdinc.com

SERVICES PROVIDED TO:

DESIGN GROUP
3885 N BROOKFIELD ROAD, SUITE 200
BROOKFIELD WISCONSIN 53045-1950
(262) 790-0500 PHONE
(262) 790-0505 FAX

PROJECT:
PARCEL 1 OF CSM NO. 11661 & LOT 2 OF CSM NO. 11803

PROJECT LOCATION:
CITY OF PEWAUKEE
WAUKESHA COUNTY, WI

JSD PROJECT NO.: 20-9495

SEAL/SIGNATURE:

ALTHOUGH EVERY EFFORT HAS BEEN MADE IN PREPARING THESE PLANS AND CHECKING THEM FOR ACCURACY, THE CONTRACTOR AND SUBCONTRACTORS MUST CHECK ALL DETAIL AND DIMENSIONS OF THEIR TRADE AND BE RESPONSIBLE FOR THE SAME.

SURVEYED BY: JFA/RWI	05-06-20
DRAWN BY: RWI	03-10-20
CHECKED BY: RKW	03-10-20

PLAN MODIFICATIONS:

DIGGERS HOTLINE
Call 811 or (800) 242-8511
Milwaukee Area (262) 432-7910
Hearing Impaired TDD (800) 542-2289
www.DiggersHotline.com

SHEET TITLE:
RE-ZONING AND COMPREHENSIVE MASTER PLAN ADMENDMENT EXHIBIT

SHEET NUMBER:
EX-1

THESE PLANS AND DESIGNS ARE COPYRIGHT PROTECTED AND MAY NOT BE USED IN WHOLE OR IN PART WITHOUT THE WRITTEN CONSENT OF JSD PROFESSIONAL SERVICES, INC.

CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 10.

DATE: June 1, 2020

DEPARTMENT: Planning

PROVIDED BY:

SUBJECT:

Discussion and Possible Action Regarding a Certified Survey Map for the Property Located at N28 W25206 Bluemound Road (PWC 0925-994-004 & PWC 0925-990-002) as Requested by Green Acres, LLC for the Purpose of Constructing a 24,000 Square Foot Two-Story Office Building [Fuchs]

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Green Acres CSM

CERTIFIED SURVEY MAP No. _____

ALL THAT PART OF PARCEL 1 OF CERTIFIED SURVEY MAP NO. 11661 AND LOT 2 OF CERTIFIED SURVEY MAP NO. 11803 LOCATED IN THE SOUTHWEST 1/4 AND THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 16, TOWNSHIP 7 NORTH, RANGE 19 EAST, CITY OF PEWAUKEE, WAUKESHA COUNTY, WISCONSIN.

PREPARED BY:

JSD Professional Services, Inc.
Engineers • Surveyors • Planners
MILWAUKEE REGIONAL OFFICE
W238 N1610 BUSSE ROAD, SUITE 100
WAUKESHA, WISCONSIN 53188
262.513.0666 PHONE | 262.513.1232 FAX

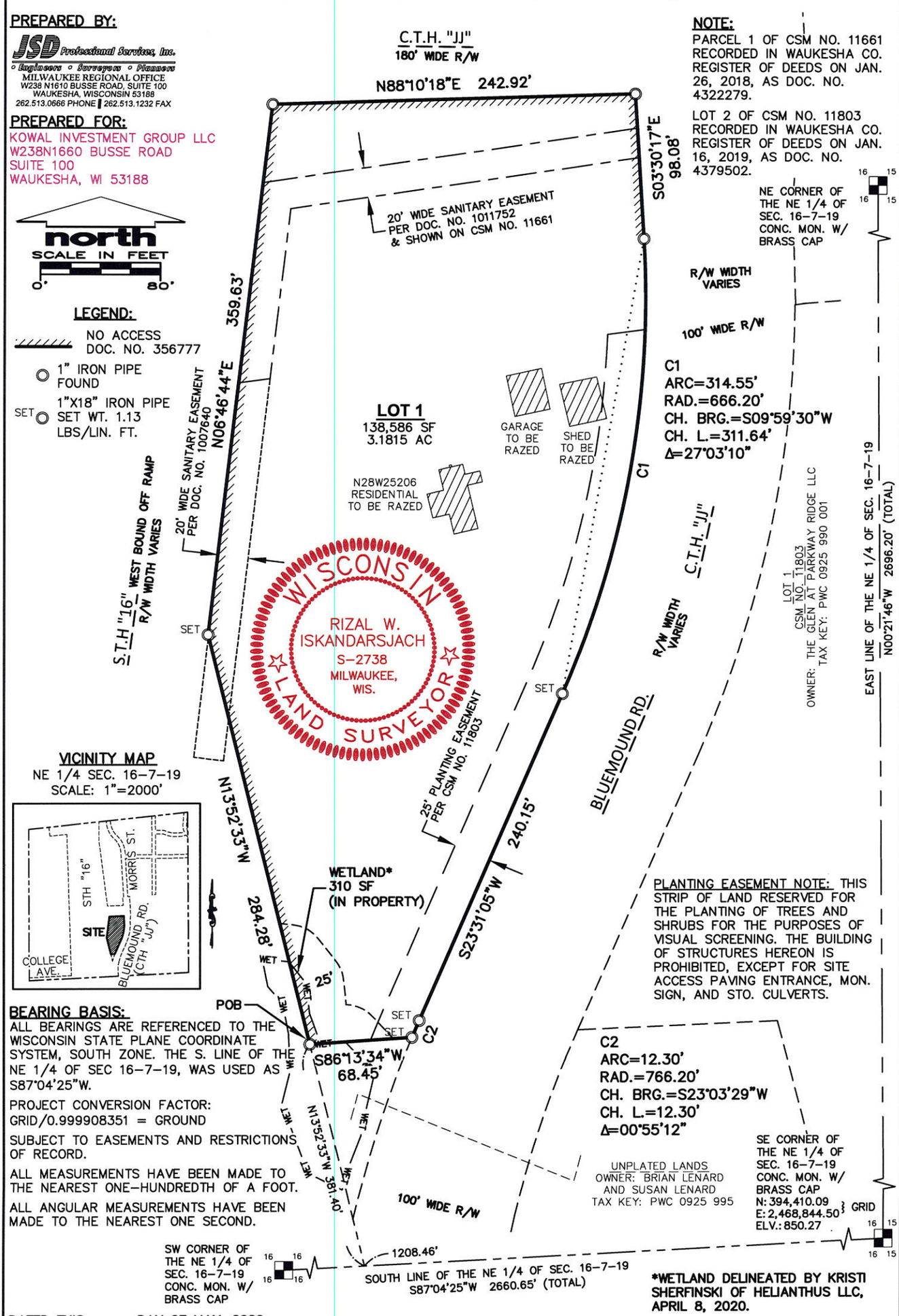
PREPARED FOR:

KOWAL INVESTMENT GROUP LLC
W238N1660 BUSSE ROAD
SUITE 100
WAUKESHA, WI 53188

NOTE:

PARCEL 1 OF CSM NO. 11661 RECORDED IN WAUKESHA CO. REGISTER OF DEEDS ON JAN. 26, 2018, AS DOC. NO. 4322279.

LOT 2 OF CSM NO. 11803 RECORDED IN WAUKESHA CO. REGISTER OF DEEDS ON JAN. 16, 2019, AS DOC. NO. 4379502.



LEGEND:

- NO ACCESS DOC. NO. 356777
- 1" IRON PIPE FOUND
- SET 1"X18" IRON PIPE SET WT. 1.13 LBS/LIN. FT.

VICINITY MAP

NE 1/4 SEC. 16-7-19
SCALE: 1"=2000'

BEARING BASIS:

ALL BEARINGS ARE REFERENCED TO THE WISCONSIN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE. THE S. LINE OF THE NE 1/4 OF SEC 16-7-19, WAS USED AS S87°04'25"W.

PROJECT CONVERSION FACTOR:
GRID/0.999908351 = GROUND

SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

ALL MEASUREMENTS HAVE BEEN MADE TO THE NEAREST ONE-HUNDREDTH OF A FOOT.

ALL ANGULAR MEASUREMENTS HAVE BEEN MADE TO THE NEAREST ONE SECOND.

PLANTING EASEMENT NOTE: THIS STRIP OF LAND RESERVED FOR THE PLANTING OF TREES AND SHRUBS FOR THE PURPOSES OF VISUAL SCREENING. THE BUILDING OF STRUCTURES HEREON IS PROHIBITED, EXCEPT FOR SITE ACCESS PAVING ENTRANCE, MON. SIGN, AND STO. CULVERTS.

*WETLAND DELINEATED BY KRISTI SHERFINSKI OF HELIANTHUS LLC, APRIL 8, 2020.

DATED THIS _____ DAY OF MAY, 2020
THIS INSTRUMENT WAS DRAFTED BY RIZAL W. ISKANDARSJACH, S-2738

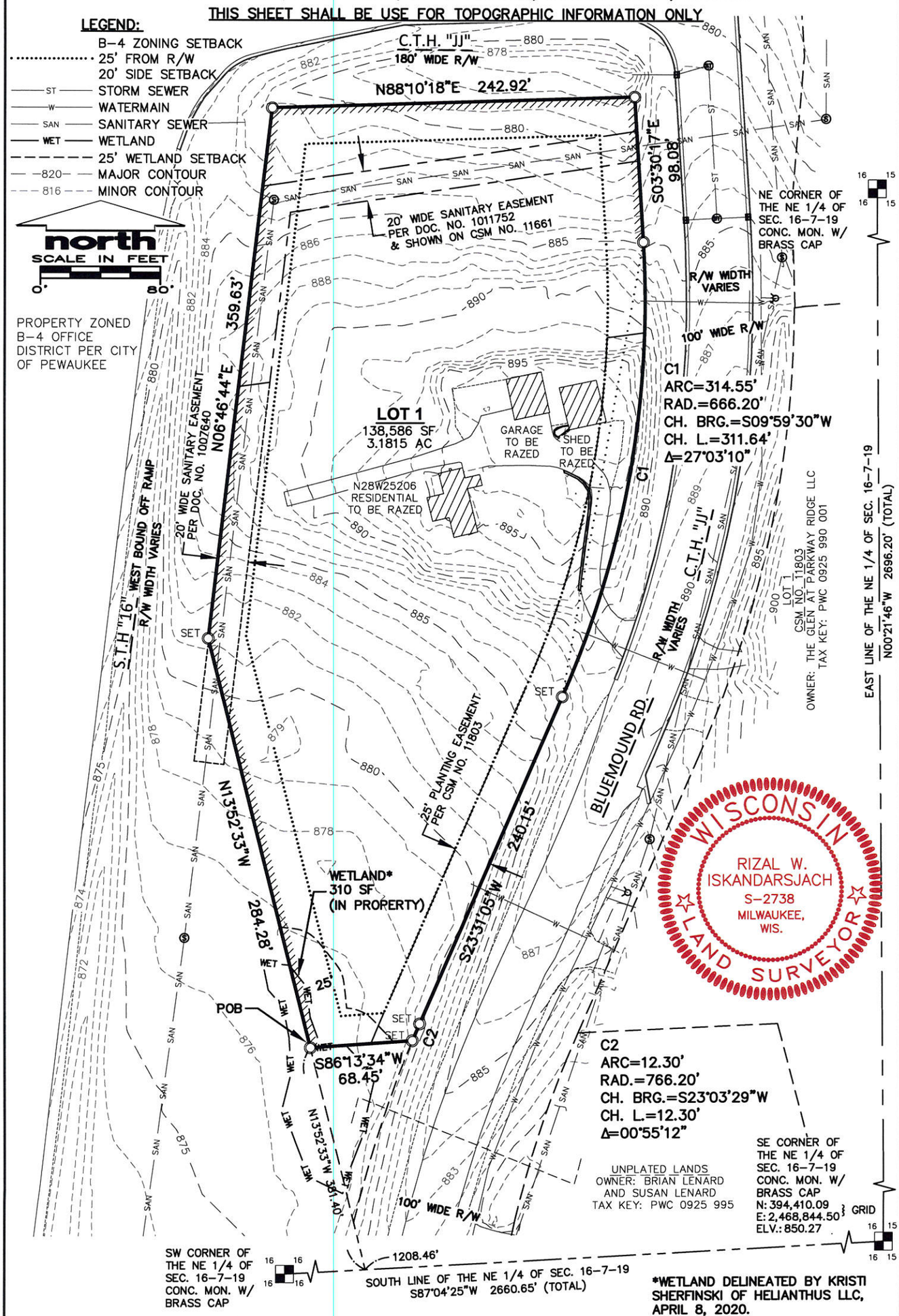
SHEET 1 OF 4

R:\2020\208495\DWG\20-9495 CSM.dwg

CERTIFIED SURVEY MAP No. _____

ALL THAT PART OF PARCEL 1 OF CERTIFIED SURVEY MAP NO. 11661 AND LOT 2 OF CERTIFIED SURVEY MAP NO. 11803 LOCATED IN THE SOUTHWEST 1/4 AND THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 16, TOWNSHIP 7 NORTH, RANGE 19 EAST, CITY OF PEWAUKEE, WAUKESHA COUNTY, WISCONSIN.

THIS SHEET SHALL BE USE FOR TOPOGRAPHIC INFORMATION ONLY



*WETLAND DELINEATED BY KRISTI SHERFINSKI OF HELIANTHUS LLC, APRIL 8, 2020.

DATED THIS _____ DAY OF MAY, 2020
THIS INSTRUMENT WAS DRAFTED BY RIZAL W. ISKANDARSJACH, S-2738

SHEET 1 OF 4

R:\2020\209495\DWG\20-9495 CSM.dwg

CERTIFIED SURVEY MAP No. _____

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SURVEYOR'S CERTIFICATE:

State of Wisconsin)
) SS
Waukesha County)

I, Rizal W. Iskandarsjach, Professional Land Surveyor, do hereby certify that I have surveyed, divided, and mapped all of Parcel 1 of Certified Survey Map No. 11661 and Lot 2 of Certified Survey Map No. 11803 located in the Southwest 1/4 and the Southeast 1/4 of the Northeast 1/4 of Section 16, Township 7 North, Range 19 East, City of Pewaukee, Waukesha County, Wisconsin, bounded and described as follows:

Commencing at the southeast corner of the Northeast 1/4 of said Section 16; thence South 87°04'25" West along the south line of said Northeast 1/4 section, 1208.46 feet; thence North 13°52'33" West, 381.40 to the southwest corner of said Lot 2 the point of beginning;

Thence continuing North 13°52'33" West along the easterly line of State Trunk Highway "16", 284.28 feet; thence North 06°46'44" East along said easterly line, 359.63 feet to the southerly line of County Trunk Highway "JJ"; thence North 88°10'18" East along said southerly line, 242.92 feet to the westerly line of Bluemound Road (County Trunk Highway "JJ"); thence South 03°30'17" East along said westerly line, 98.08 feet to a point on a curve; thence southwesterly 314.55 feet along the arc of said curve to the right whose radius is 666.20 feet and whose chord bears South 09°59'30" West, 311.64 feet to a tangent point; thence South 23°31'05" West along said westerly line, 240.15 feet to a point of curve, thence southwesterly 12.30 feet along the arc of said curve to the left whose radius is 766.20 feet and whose chord bears South 23°03'29" West, 12.30 feet; thence South 86°13'34" West, 68.45 feet to point of beginning.

Containing in all 138,586 square feet (3.1815 acres) of land, more or less.

All subject to easements and restrictions of record and potential future road widening and government restrictions, if any.

That I have made such survey, land division, and map by the direction of KOWAL INVESTMENT GROUP LLC, owner said lands.

That such map is a correct representation of all exterior boundaries of the land surveyed and the land division thereof made.

That I have fully complied with the provisions of Chapter 236 of the Wisconsin Statutes and the regulations of the City of Pewaukee in surveying, dividing and mapping the same.

DATED THIS _____ DAY OF MAY, 2020

_____
Rizal W. Iskandarsjach, P.L.S.
Professional Land Surveyor, S-2738

WISCONSIN
RIZAL W.
ISKANDARSJACH
S-2738
MILWAUKEE,
WIS.
LAND SURVEYOR

THIS INSTRUMENT WAS DRAFTED BY RIZAL W. ISKANDARSJACH, S-2738

SHEET 1 OF 4

R:\2020\209495\DWG\20-9495 CSM.dwg

CERTIFIED SURVEY MAP No. _____

ALL THAT PART OF PARCEL 1 OF CERTIFIED SURVEY MAP NO. 11661 AND LOT 2 OF CERTIFIED SURVEY MAP NO. 11803 LOCATED IN THE SOUTHWEST 1/4 AND THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 16, TOWNSHIP 7 NORTH, RANGE 19 EAST, CITY OF PEWAUKEE, WAUKESHA COUNTY, WISCONSIN.

OWNER'S CERTIFICATES

KOWAL INVESTMENT GROUP, LLC, as owner, do hereby certify that said company caused the land described in the foregoing affidavit of Rizal W. Iskandarsjach, to be surveyed, divided, and mapped as represented on this map, in accordance with the provisions of Chapter 236 of the Wisconsin Statutes and the regulations of the City of Pewaukee in surveying, dividing and mapping the same.

KOWAL INVESTMENT GROUP, LLC

_____(sign) _____
_____(print) Date
_____(title)

State of Wisconsin)
) SS
_____ County)

Personally came before me this _____ day of _____, 2020, the above named _____, as the _____ of the above named company and acknowledged that they executed the foregoing instrument as such officers as the deed of said company, as Manager, by its authority.

_____(sign)
_____(print)
Notary Public, _____ County, _____
My Commission Expires _____

PLAN COMMISSION APPROVAL

This Certified Survey Map is hereby approved by the Plan Commission of the City of Pewaukee, on this _____ day of _____, 2020.

_____ _____
Steve Bierce, Chairperson Date

_____ _____
Brandon Bergman, Secretary Date

COMMON COUNCIL APPROVAL

This Certified Survey Map is approved and dedication accepted by the Common Council of the City of Pewaukee, on this ____ day of _____, 2020.

_____ _____
Steve Bierce, Mayor Date

_____ _____
Kelly Tarczewski, Clerk /Treasurer Date

WISCONSIN
RIZAL W. ISKANDARSJACH
S-2738
MILWAUKEE, WIS.
LAND SURVEYOR

DATED THIS _____ DAY OF MAY, 2020
THIS INSTRUMENT WAS DRAFTED BY RIZAL W. ISKANDARSJACH, S-2738

SHEET 1 OF 4

R:\2020\209495\DWG\20-9495 CSM.dwg

CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 11.

DATE: June 1, 2020

DEPARTMENT: Planning

PROVIDED BY:

SUBJECT:

Discussion and Possible Action Regarding **Ordinance 20-03** *[Second Reading]* Rezoning the Property Located at N22 W25012 Still River Court (PWC 0950-026) from LC Lowland Conservancy to Rs-4 Single-Family Residential as Requested by Kent & Christine Raabe for the Purpose of Updating the Rear Yard Zoning for Residential Improvements [Fuchs]

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Raabe Rezoning Staff Report

Oridiance 20-03

Raabe Rezoning Matter Of

Raabe Rezoning Grades

Raabe Rezoning Application and Map

Office of the Planning & Community Development Director
W240 N3065 Pewaukee Road
Pewaukee, Wisconsin 53072
Phone (262) 691-0770 Fax (262) 691-1798
fuchs@pewaukee.wi.us

REPORT TO THE PLAN COMMISSION

Meeting of May 21, 2020

Date: March 10, 2020

Project Name: Raabe Rezoning

Project Address/Tax Key No.: N22W25012 Still River Court/PWC 0950026

Applicant: John Craig, Century Landscaping Co.

Property Owner: Kent and Christine Raabe

Current Zoning: Rs-4 Single-Family Residential District (0865994) & Rs-6 Single-Family Residential District (0865997004)

Proposed Zoning: Rs-4 Single-Family Residential District and LC Lowland Conservancy District

2050 Land Use Map Designation: Low-Medium Density Residential

Use of Surrounding Properties: Waukesha County owned land zoned LC District to the north, Outlot 2 of the Still River subdivision (zoned LC District) to the south and east, and single-family residential to the west.

Project Description

The applicant is proposing to rezone a portion of the property located at N22W25012 Still River Court from LC Lowland Conservancy District to Rs-4 Single-Family Residential District to accommodate the construction of an in-ground swimming pool, patio, and fence.

Currently, the proposed swimming pool and patio areas overlap with the LC District zoning on the property. A swimming pool and patio are not allowed uses within the LC District; therefore, the property owner is requesting to rezone the current LC District zoning boundary on the property.

In review of the Still River Subdivision Plat, the current LC District boundary extends beyond the delineation of any wetland, wetland setback, floodplain, floodplain setback, and any other protected natural resources onsite or adjacent to the property. As such, staff is not objecting to the rezoning request.

Staff has conducted a preliminary review of the proposed improvements and it appears the patio, fence, and in-ground swimming pool comply with zoning and building code standards. Note that patios and in-ground swimming pools are allowed to be extended into the rear yard of a parcel, but not closer than 15-feet from a property boundary and 5-feet from an easement.

Upon approval of the rezoning, staff will complete a final review to ensure compliance with all applicable standards, including Sections 17.0910, 17.1400-93 and 229, and Section 14.30, prior to issuance of a Building Permit.

Recommendation

A motion to recommend approval of the rezoning request to rezone the LC District portion of the property located at N22W25012 Still River Court to Rs-4 Single-Family Residential District.

STATE OF WISCONSIN **CITY OF PEWAUKEE** **WAUKESHA COUNTY**

ORDINANCE 20-03

TO AMEND THE ZONING MAP OF
THE CITY OF PEWAUKEE, WAUKESHA COUNTY, WISCONSIN

The Common Council of the City of Pewaukee, Waukesha County, Wisconsin do ordain that the Zoning Map of the City of Pewaukee, Wisconsin is hereby amended to change the zoning classification of the property described below as follows:

FROM: **LC Lowland Conservancy**

TO: **RS-4 Single-Family Residential**

SECTION 1 - DESCRIPTION
Common Description:

LOT 4 & UNDIV INT OUTLOTS 1-3, 5-6 & 8-9 STILL RIVER PT NW1/4 SEC 22 & NE1/4 SEC 21 T7N R19E :: DOC #4314625

Tax Key Number: PWC 0950-026

Property Address: N22 W25012 Still River Court

This Amendment to the Zoning Map (Change in zoning) is being proposed for the purpose of: updating the rear yard zoning for residential improvements.

SECTION 2 –SEVERABILITY
The several sections of this Ordinance are declared to be severable. If any section shall be declared by a decision of a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the other provisions of the Ordinance.

SECTION 3 - ACTION
This Ordinance shall take effect upon passage and posting.

Dated this 1st day of June, 2020

COMMON COUNCIL OF THE CITY OF PEWAUKEE

WAUKESHA COUNTY, WISCONSIN

_____
Attest: Steve Bierce, Mayor

_____
Kelly Tarczewski, Clerk/Treasurer

Century
LANDSCAPING CO., INC. DESIGN/CONSTRUCTION

January 14th, 2020

Office of the Planner & Community Development Director
W240 N3065 Pewaukee Road
Pewaukee, Wi. 53072

Honorable Mayor and Common Council Members,

I am requesting a zoning change from Lowland Conservancy to Rs-4 Single Family at N22 W25012 Still River Ct, Pewaukee Wi. 53072, lot 4 Still Water Subdivision.

The original grade and native vegetation have been altered/removed during the development of the subdivision to reflect the master grading plan for the Still Water Subdivision, (see attached grading plan for Lot 4). The area along the rear portion of lot 4 no longer exhibits the physical or botanical characteristics of a wetland. Therefore, I would like to change the zoning designation of approximately 2,300 sq. ft. to RS-4 to develop the residential landscape according to the submitted landscape plan.

Thank you,

Wendy Wiza

Wendy Wiza
Century Landscaping Co., Inc

N77 W31086 Hartman Court • Hartland, WI 53029 • 262.966.2822 • fax: 262.966.1941
www.centurylandscaping.com • email: info@centurylandscaping.com

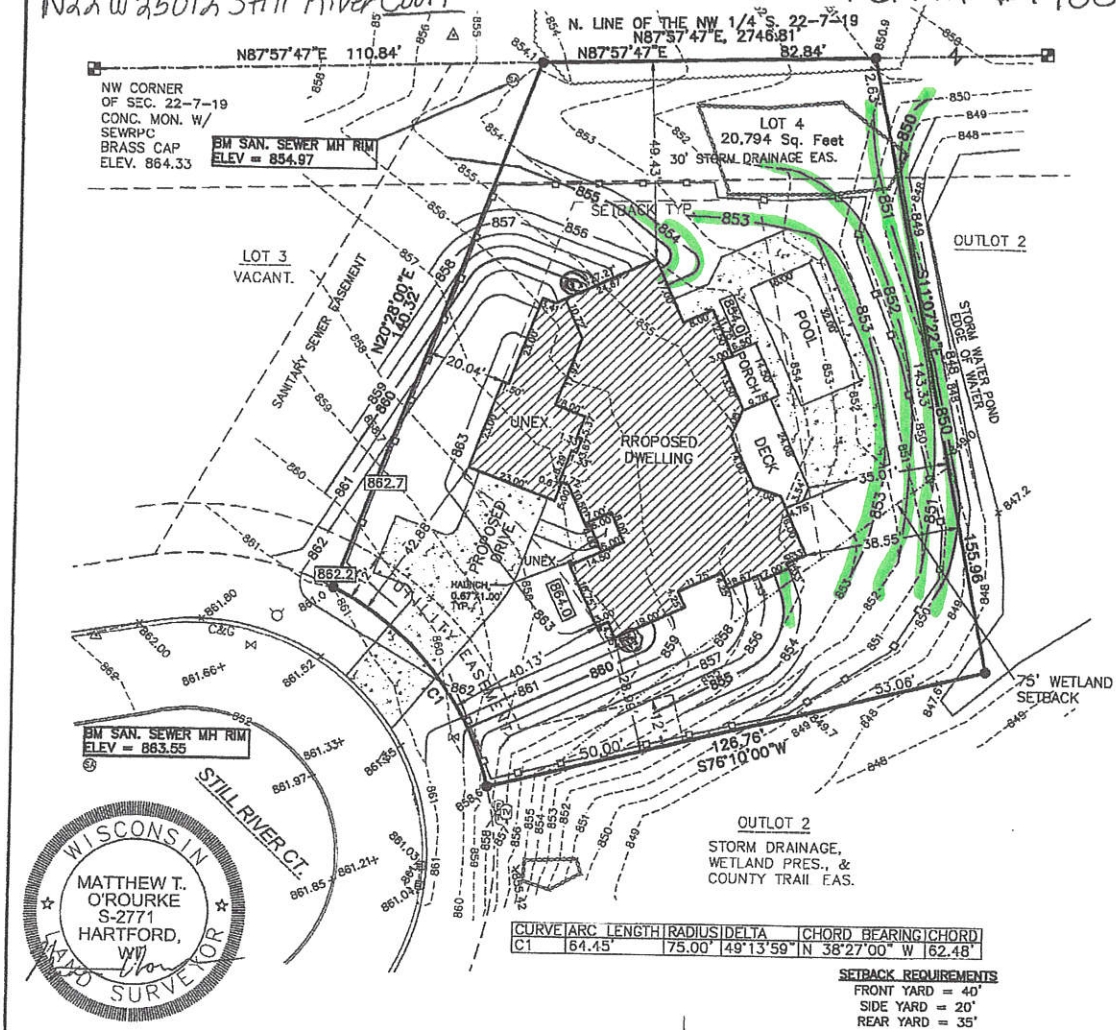
Job #
RAA 1052

PLAT OF SURVEY

LOT 4 IN STILL RIVER A SUBDIVISION OF PART OF THE NE 1/4 OF THE NE 1/4 SECTION, PART OF THE NE 1/4, THE SE 1/4, AND NW 1/4 OF THE NW 1/4 OF SECTION 22, T7N, R19E, CITY OF PEWAUKEE, WAUKESHA COUNTY, WISCONSIN.

N22 W25012 Still River Court

PERMIT #190073-B



CURVE	ARC LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD
C1	64.45'	75.00'	49°13'59"	N 38°27'00" W	62.48'

SETBACK REQUIREMENTS
FRONT YARD = 40'
SIDE YARD = 20'
REAR YARD = 35'

PROPOSED GRADES PER GRADING PLAN
FINISH YARD GRADE: 864.0/854.0
GARAGE FLOOR: 864.33
TOP OF WALL: 864.67
TOP OF FOOTING: 854.67 (10' WALL)
DRIVEWAY SLOPE=5%

0' 30' 60'
1 INCH = 30 FEET

NOTES:
- ELEVATIONS ARE NGVD 29 AND REFERENCED TO THE NW CORNER OF SEC. 22-7-19 ELEV. = 864.33
- BEARINGS REFERENCED TO THE NORTH LINE OF THE NW 1/4 OF SEC. 22-7-19 RECORDED AS N87°57'47"E.
- EXCAVATOR AND MASON MUST VERIFY AT LEAST 2 BENCHMARKS SHOWN ABOVE.
- PROPOSED GRADING AS SHOWN ON THIS DRAWING IS A SUGGESTED GRADE BASED ON THE MASTER GRADING PLAN (MGP) PROVIDED BY THE CITY AND SHOULD BE VERIFIED BY THE OWNER AND/OR THE BUILDER AND APPROVED BY THE BUILDING INSPECTOR. EROSION CONTROL MEASURES SHALL BE VERIFIED/ADJUSTED BY THE BUILDER AND/OR BUILDING INSPECTOR BASED ON SITE CONDITIONS.
- NO TITLE COMMITMENT HAS BEEN PROVIDED. AN ADDITIONAL SEARCH FOR EASEMENTS OF RECORD HAS NOT BEEN COMPLETED.
- EASEMENTS AND BUILDING SETBACKS PER SUBDIVISION PLAT.
- PREPARED FOR KINGS WAY HOMES, LLC

LEGEND

- SECTION CORNER MONUMENT
- SET 1" IRON PIPE
- 10' OFFSET STAKE
- HYDRANT
- ELECTRIC PEDESTAL
- TV PEDESTAL
- CURB INLET
- WATER VALVE
- SANITARY MANHOLE
- CULVERT PIPE
- TREELINE
- RIP RAP
- 886.9 × EXISTING SPOT ELEVATION
- —855— EXISTING CONTOUR
- —860— PROPOSED CONTOUR
- XXX.X PROPOSED GRADE PER MGP
- PROPOSED SILT FENCE

SURVEYOR'S CERTIFICATION:

I HEREBY CERTIFY THAT I HAVE SURVEYED THE ABOVE DESCRIBED PROPERTY AND THE ABOVE MAP IS A TRUE REPRESENTATION THEREOF AND SHOWS THE SIZE AND LOCATION OF THE PROPERTY, ITS EXTERIOR BOUNDARIES, THE LOCATION OF ALL VISIBLE STRUCTURES AND DIMENSIONS OF ALL PRINCIPAL BUILDINGS THEREON, BOUNDARY FENCES, APPARENT EASEMENTS, ROADWAY AND VISIBLE ENCROACHMENTS, IF ANY. THIS SURVEY IS MADE FOR THE EXCLUSIVE USE OF THE PRESENT OWNERS OF THE PROPERTY, AND ALSO THOSE WHO PURCHASE, MORTGAGE, OR GUARANTEE, THE TITLE THERETO WITHIN ONE (1) YEAR FROM DATE HEREOF.

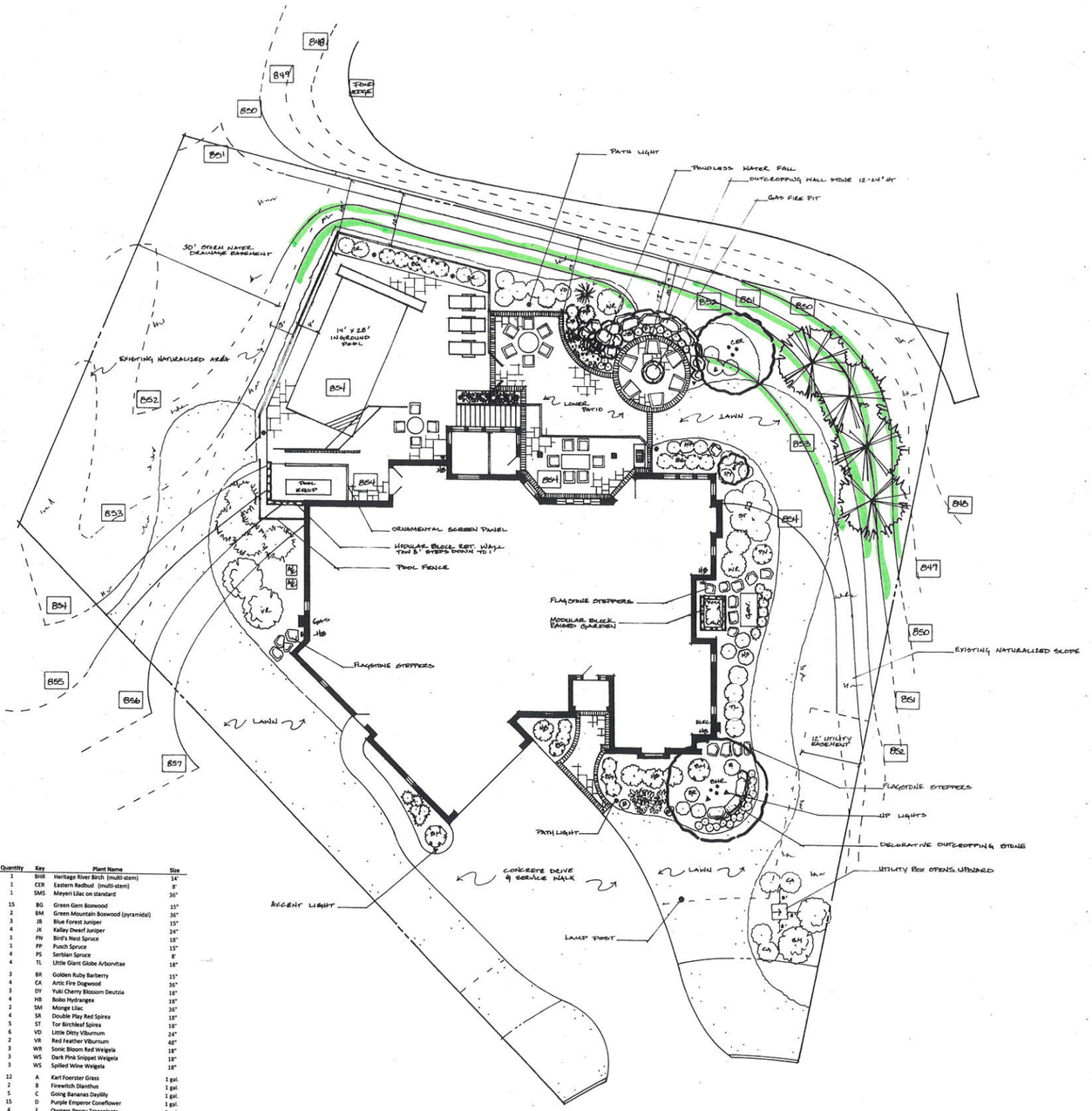
SIGNED: MATTHEW T. O'ROURKE, PROFESSIONAL LAND SURVEYOR S-2771

SHEET 1 OF 1	JOB NO. 18174	DATE 11/28/18	CLIENT: KINGS WAY HOMES	LOCATION: N22W25012 STILL RIVER COURT PEWAUKEE, WISCONSIN
			PROJECT: RAABE	
			LAYOUT: PLAT OF SURVEY	
			DRAWING: 18174.DWG	DRAWN BY: SMW / CHECKED BY: MTO

REV. PROP. CONTOUR CHANGE.12/4/2018
REV. PROP. CONTOUR CHANGE.12/17/2018
REV. PROP. CONTOUR CHANGE.12/28/2018
REV. BENCHMARK UPDATE 1/10/2019

LandTech SURVEYING
LAND SURVEYING & LAND PLANNING
P.O. BOX 19, HARTLAND, WI 53029
WWW.LANDTECHWI.COM
LANDTECHSURVEYING@GMAIL.COM
(262) 367-7899

EXISTING BUILDER GRADES



Plant List:

	Quantity	Key	Plant Name	Size
Deciduous Trees:	1	BHR	Heritage River Birch (multi-stem)	14'
	1	CER	Eastern Redbud (multi-stem)	8'
	1	SMS	Meyeri Lilac on standard	36"
Evergreen Trees & Shrubs:	15	BG	Green Gem Boxwood	15"
	2	BM	Green Mountain Boxwood (pyramidal)	36"
	3	JB	Blue Forest Juniper	15"
	4	JK	Kallay Dwarf Juniper	24"
	1	PN	Bird's Nest Spruce	18"
	1	PP	Punch Spruce	15"
	4	PS	Serbian Spruce	8'
	4	TL	Little Giant Globe Arborvitae	18"
Flowering Shrubs:	3	BR	Golden Ruby Barberry	15"
	4	CA	Artic Fire Dogwood	36"
	3	DY	Yuki Cherry Blossom Deutzia	18"
	4	HB	Bobo Hydrangea	18"
	2	SM	Monge Lilac	36"
	4	SR	Double Play Red Spirea	18"
	5	ST	Tor Birchleaf Spirea	18"
	6	VD	Little Ditty Viburnum	24"
	2	VR	Red Feather Viburnum	48"
	3	WR	Sonic Bloom Red Weigela	18"
	3	WS	Dark Pink Snippet Weigela	18"
	3	WS	Spilled Wine Weigela	18"
Perennials & Grasses:	12	A	Karl Foerster Grass	1 gal.
	2	B	Firewitch Dianthus	1 gal.
	5	C	Going Bananas Daylily	1 gal.
	15	D	Purple Emperor Coneflower	1 gal.
	4	E	Owners Peony Transplants	1 gal.
	8	F	Zagreb Coreopsis	1 gal.
	3	G	Fruit Punch Cranberry Dianthus	1 gal.
	6	I	When My Sweetheart Returns Daylily	1 gal.
	1	L	Adagio Maiden Grass	1 gal.
	1	M	Banana Boat Sedge	1/2 gal.

Raabe Residence
N22 W25012 Still River Ct.
Pewaukee, Wi 53072

Century DESIGN/CONSTRUCTION
N77 W31086 Hartman Court Hartland, Wi. 53029 (262) 966-2822

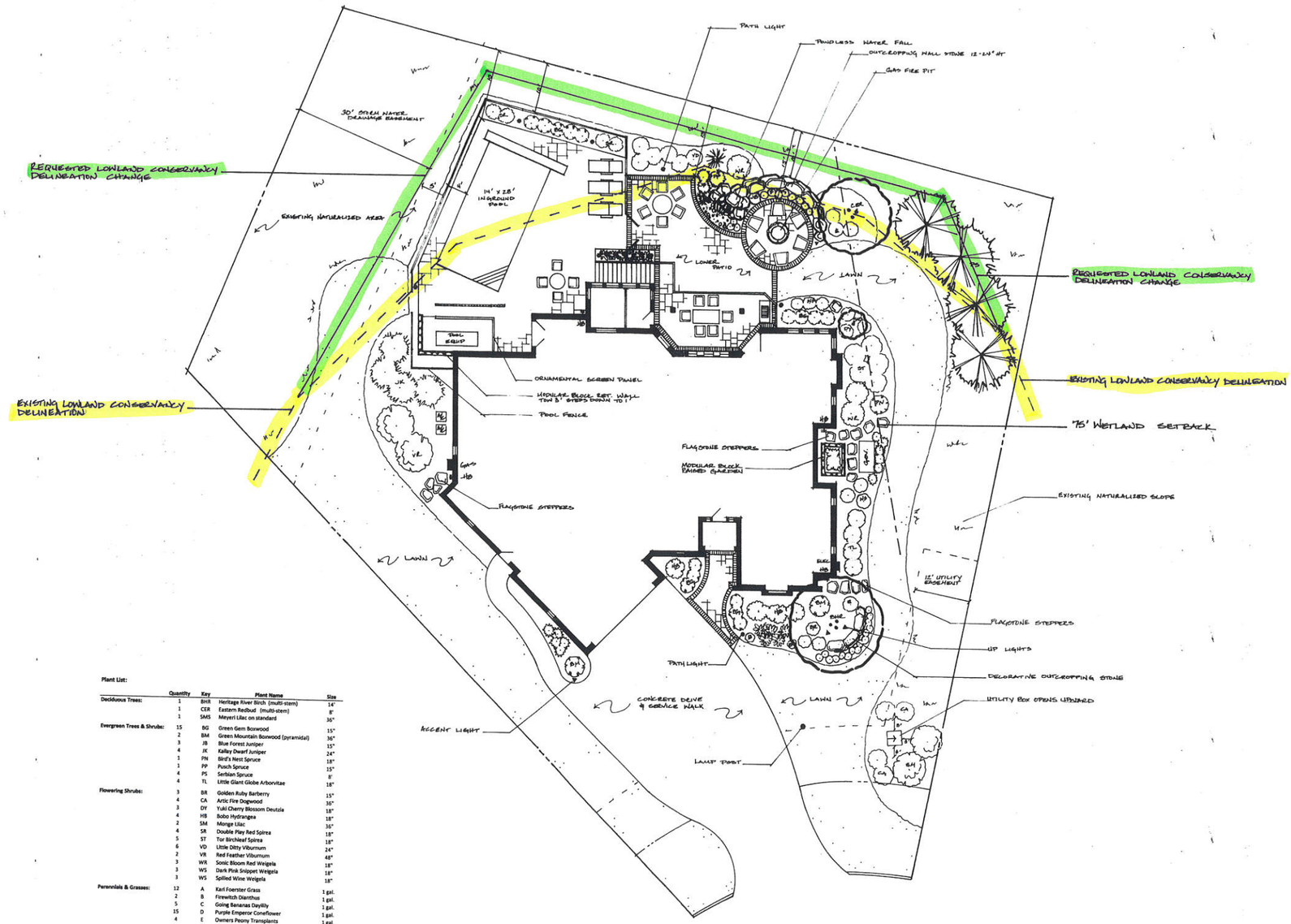
This drawing and design concepts are the copyrighted property of Wendy Wiza and Century Landscaping Co., Inc., in which reserves all rights to this plans' use in any manner whatsoever, including reproductions and installation.

Any non-authorized use or reproduction is strictly prohibited and subject to recovery of all damages.

Plan rights may be purchased, contact Century Landscaping at (262) 966-2822 for plan fee.

Design by: Wendy Wiza © date 2/23/20

PROPOSED GRADES



Plant List:

	Quantity	Key	Plant Name	Size
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	1	CER	Eastern Redbud (multi-stem)	8"
	1	SMS	Meyeri Lilac on standard	36"
Evergreen Trees & Shrubs:	15	BG	Green Gem Boxwood	15"
	2	BM	Green Mountain Boxwood (pyramidal)	36"
	3	JB	Blue Forest Juniper	15"
	4	JK	Kallay Dwarf Juniper	24"
	1	PN	Bird's Nest Spruce	18"
	1	PP	Pusch Spruce	15"
	4	PS	Serbian Spruce	8'
	4	TL	Little Giant Globe Arborvitae	18"
Flowering Shrubs:	3	BR	Golden Ruby Barberry	15"
	4	CA	Artic Fire Dogwood	36"
	3	DY	Yuki Cherry Blossom Deutzia	18"
	4	HB	Bobo Hydrangea	18"
	2	SM	Monge Lilac	36"
	4	SR	Double Play Red Spirea	18"
	5	ST	Tor Birchleaf Spirea	18"
	6	VD	Little Ditty Viburnum	24"
	2	VR	Red Feather Viburnum	48"
	3	WR	Sonic Bloom Red Weigela	18"
	3	WS	Dark Pink Snippet Weigela	18"
	3	WS	Spilled Wine Weigela	18"
Perennials & Grasses:	12	A	Karl Foerster Grass	1 gal.
	2	B	Firewitch Dianthus	1 gal.
	5	C	Going Bananas Daylilly	1 gal.
	15	D	Purple Emperor Coneflower	1 gal.
	4	E	Owners Peony Transplants	1 gal.
	8	F	Zagreb Coreopsis	1 gal.
	3	G	Fruit Punch Cranberry Dianthus	1 gal.
	6	I	When My Sweetheart Returns Daylilly	1 gal.
	1	L	Adagio Maiden Grass	1 gal.
	1	M	Banana Boat Sedge	1/2 gal.

Raabe Residence
N22 W25012 Still River Ct.
Pewaukee, WI 53072

ZONING

Century DESIGN/CONSTRUCTION
N77 W31086 Hartman Court Hartland, WI. 53029 (262) 966-2822

This drawing and design concepts are the copyrighted property of Wendy Wiza and Century Landscaping Co., Inc., in which reserves all rights to this plans' use in any manner whatsoever, including reproductions and installation.

Any non-authorized use or reproduction is strictly prohibited and subject to recovery of all damages.

Plan rights may be purchased, contact Century Landscaping at (262) 966-2822 for plan fee.

Design by: Wendy Wiza date 4/23/20

LC to RS-4

Office of the Planner & Community Development Director
W240 N3065 Pewaukee Road
Pewaukee, Wisconsin 53072
Phone (262) 691-0770
Fax (262) 691-1798
fuchs@pewaukee.wi.us

PETITION FOR A REZONING DISTRICT MAP AMENDMENT

TO THE HONORABLE MAYOR AND COMMON COUNCIL OF THE CITY OF PEWAUKEE, WAUKESHA COUNTY, WISCONSIN

The undersigned hereby petitions the Common Council of the City of Pewaukee, Waukesha County, Wisconsin to rezone the following property **FROM** LOWLAND CONSERVANCY zoning district(s) **TO** RS-4 zoning district(s):

Legal description of property to be rezoned – Please attach.

Common property description or name: LOT #4 STILL RIVER

Property Address: N22 W25012 STILL RIVER CT **Tax Key Number(s):** 0950026

Property owner(s) (Full Legal Name): KENTA RAABE & CHRISTINE L RAABE

Owner's Address: 1080 HAWTHORNE RIDGE DR **City/State/Zip:** BROOKFIELD WI 53045

Phone: 262 227-1604 **Email:** Kentraabe@icloud.com CLRAABE@icloud.com

This amendment to the zoning map is being proposed in order to UPDATE REAR YARD ZONING FOR RESIDENTIAL IMPROVEMENTS

Applicant (Full Legal Name):

Name: JOHN M CRAIG

Company: CENTURY LANDSCAPING CO

Address: N77 W31086 HARTMAN CT

City/State/Zip: HARTLAND WI 53029

Phone: 262 966-2822

Email: JohnC@centurylandscaping.com

Contact Person (Full Legal Name):

Name: WENDY WIZA

Company: CENTURY LANDSCAPING CO

Address: N77 W31086 HARTMAN CT

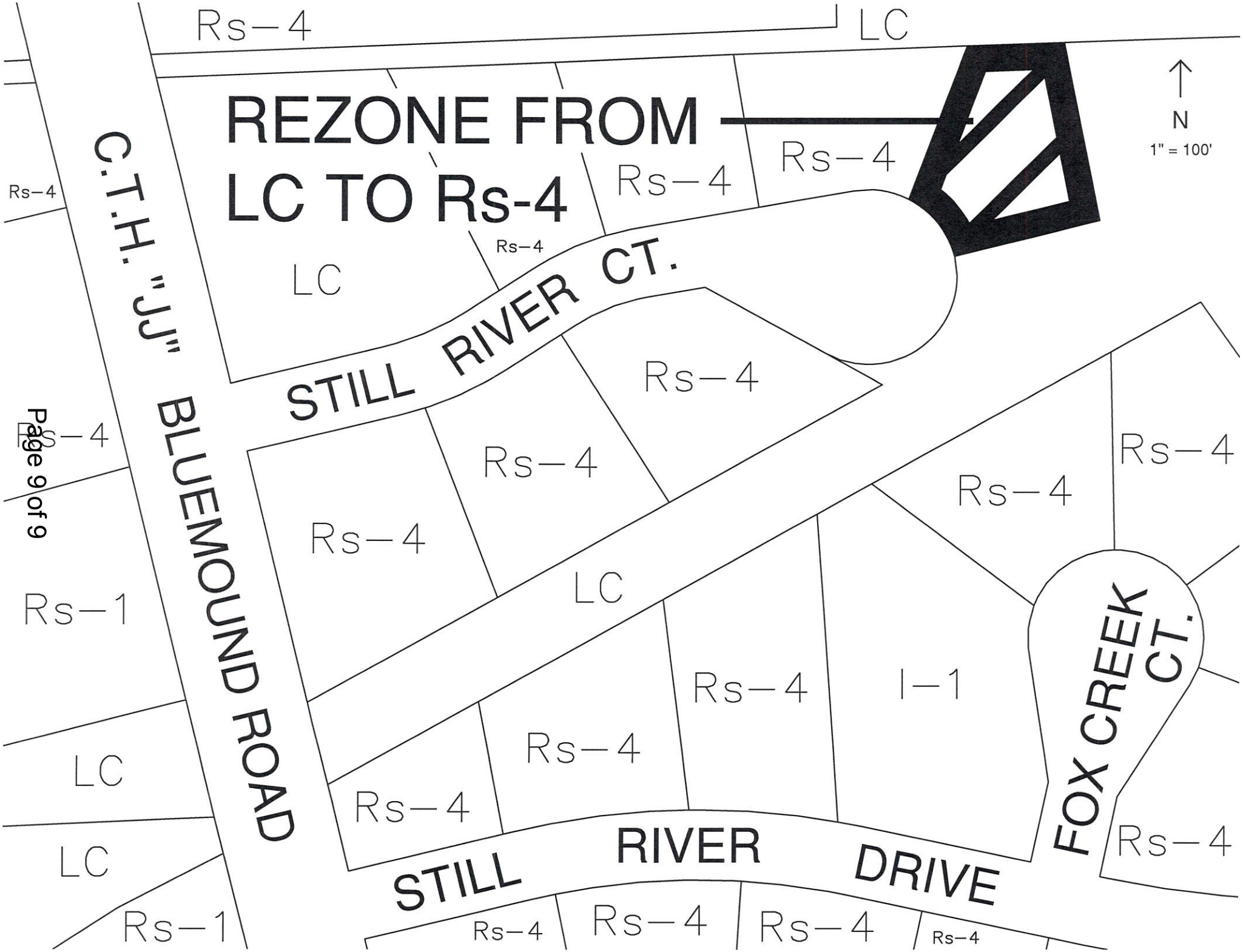
City/State/Zip: HARTLAND WI 53029

Phone: 262 966-2822

Email: Wendy@centurylandscaping.com

Rezoning submittals must include and be accompanied by the following:

- ☐ This Application form accurately completed with original signatures.
- ☐ Application Filing Fee, payable to the City of Pewaukee:
  - $400.00, plus cost for publication, notice and all attorney fees related to Project
- ☐ Five (5) complete collated sets of Application materials to include:
  - A written project narrative detailing the request and proposed zoning as well as any future development plans or any proposed site or building improvements.
  - A Rezoning Exhibit that illustrates the property boundaries, areas to be rezoned and specifically notes the existing and proposed zoning.
  - Building and Site Plans as may be applicable.
- ☐ All application materials provided in a digital format (Adobe PDF). Materials may be submitted on a USB Flash Drive or emailed to hurd@pewaukee.wi.us.
- ☐ Note twelve (12) additional sets of plans will be required for Plan Commission following staff review of the initial submittal. These plans should be revised in response to staff comments as may be necessary.


REZONE FROM
LC TO Rs-4
N
1" = 100'
C.T.H. "JJ" BLUEMOUND ROAD
STILL RIVER CT.
STILL RIVER DRIVE
FOX CREEK CT.
Rs-4
LC
Rs-1
I-1

CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 12.

DATE: June 1, 2020

DEPARTMENT: Planning

PROVIDED BY:

SUBJECT:

Discussion Regarding the Community Development and Building Services Annual Report for 2019 [Fuchs]

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Annual Report 2019

Office of the Planner & Community Development Director
W240 N3065 Pewaukee Road
Pewaukee, Wisconsin 53072
Phone (262) 691-0770 Fax (262) 691-1798
fuchs@pewaukee.wi.us

Community Development & Building Services Annual Report: 2019

Prepared for:
Mayor Steve Bierce
City of Pewaukee Common Council
City of Pewaukee Plan Commission

Prepared by:
Nick Fuchs, Planner & Community Development Director
Ami Hurd, Deputy Clerk & Community Development Coordinator
Building Services – Shawn Olson, Barb Tsoris, Randy Romens, Corry Eifert, Charlie Dwyer

City of Pewaukee Purpose Statement: It is our purpose to sustain a safe, fiscally sound, and thriving community for City of Pewaukee residents, businesses, property owners, and visitors.

Part 1: Community Development

INTRODUCTION

The City of Pewaukee's Community Development Department oversees planning, zoning, and nonresidential development activities and is responsible for administration of the City of Pewaukee's Zoning Code and implementation of the City's Comprehensive Master Plan. A primary responsible of the Department is to coordinate development applications and submittals with other City departments, boards, commissions, and public officials.

Other responsibilities include: assisting with the preparation of resolutions and ordinances; Conditional Use Permits; municipal code amendments, primarily related to Chapter 17 Zoning; review of new home and other building permits; review and approval of Business Plan of Operation Applications and Sign Permits; providing zoning letters; and assisting with complaints and property maintenance enforcement issues.

The Department also provides staff support for the Plan Commission and assists the Clerk's Office with the Zoning Board of Appeals. Further, the Community Development Department serves as the economic development arm of the City and acts as a liaison for businesses and property owners. Generally, the Department strives to be responsive and provide information to the general public, businesses, and property owners in a timely manner.

This report provides a summary of the Community Development Department's activities during **2019** related to the review of permits and applications, special projects, and community growth issues. To put

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the activity in some perspective, this report also contains a table outlining quantities for different permit types from previous years. Please note that this is not a comprehensive list of projects, applications, reviews, or undertakings of the Department.

Going into 2020, the Department has set the following Department Goals:

- Start the Zoning Code rewrite process
- Continue future land use reviews
- Continue to develop process efficiencies
- Promote the development of certain sites within the City

ZONING AND LAND DIVISION ACTIVITIES

Municipal Code Amendments

One Zoning Code amendment was brought forward in 2019 by staff. Staff requested, and the Common Council approved, an amendment to allow M-1 District uses in the M-2 District and vice versa. This has resulted in multi-tenant industrial buildings to be able to better fill vacancies with appropriate uses.

Comprehensive Master Plan Amendments

Several developments required the rezoning of property, which then also required amendments to the future land use designation of the Year 2050 Land Use/Transportation map (see below). Comprehensive Master Plan Amendments are required by State Statute at the time of rezoning to provide consistency between the zoning and future land use of a property.

- Jim Forester Condominium development
- Klein-Dickert Glass
- Wisconsin Veterinary Referral Center
- The Waters senior living community

Rezoning

In addition to the projects noted above, the following developments/land divisions included a request to rezone the property.

- Cardinal Meadows subdivision
- Dan Ladwig single-family home
- The Glen at Parkway Ridge (Neumann Developments)
- Richard Knutson single-family homes
- Briohn Building/The Angelus Corporation
- Klatt/Russo single-family home
- Dennis Carlson land combination
- Waukesha County Technical College

Land Divisions (Certified Survey Maps and Plats)

Often property owners or developers propose to subdivide existing parcels or combine multiple properties into a single lot. Minor land divisions (4 lots or less) may be done via Certified Survey Map, while creating 5 or more lots requires review and approval of a Preliminary and Final Plat. The City also reviews Condominium Plats.

Certified Survey Maps

- The Glen at Parkway Ridge (Neumann Developments)
- NCL Graphic Specialties Inc.
- John Troudt/Surf Prep
- Linda Uebele single-family home
- Richard Knutson single-family homes
- Klein-Dickert Glass
- Briohn Building Northmound development (Paul Davis)
- Klatt/Russo single-family home
- Dennis Carlson land combination
- Kingsway Home Outlot 10 of Still River Subdivision
- The Waters senior living community

Plats

- Cardinal Meadows Preliminary Plat
- J & R Dreamfield Preliminary Plat
- Jim Forester Condominium Plat

Conditional Use Permits

Conditional Use Permits are required for certain uses based upon individual zoning districts. The Zoning Code also allows unspecified uses to be reviewed through the Conditional Use process. Applicants must present substantial evidence that the use is appropriate within a zoning district and the City must present substantial evidence in granting or denying the proposed use. Below are Conditional Uses that were approved in 2019.

- Blazek Boathouse
- Wills Boathouse
- Jim Forester Condominium development
- Wisconsin Veterinary Referral Center
- Fyzical Therapy & Balance Center
- Mental Health America of Wisconsin
- The Waters senior living community

Conceptual Reviews

Concept Reviews allow applicants to discuss a potential development with the Plan Commission and receive preliminary input. For larger developments, or if a rezoning or Comprehensive Master Plan Amendment is needed, a concept review is typically encouraged. Applicants generally are supportive and want to take advantage of this opportunity and process, prior to spending significant time and money on site and building plans.

- The Waters senior living community
- Arce Handyman LLC

Site & Building Plans

New developments and more significant additions or remodeling projects require a Site & Building Plan Application and review and approval by the Plan Commission. At times, for more minor projects, staff will require a Minor Site Plan Amendment Application, which then gets routed to different departments for review, but only requires staff approval. Below are Plan Commission reviewed Site & Building Plan Applications for 2019.

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- Spice Creek Condominium garage
- Jim Forester Condominiums
- Klein-Dickert Glass
- Walbec Group
- Pure Mechanical
- Wisconsin Veterinary Referral Center
- The Angelus Corporation
- R&R Insurance
- The Waters senior living community
- Swan View Farms lift station
- Green Road Commerce Center

A few of these projects are featured below.

The Angelus Corporation (Briohn Building)
W220N1051 Springdale Road
36,308 square foot building with possible 53,680 square foot expansion

WVRC Emergency & Specialty Pet Care
Address Not Assigned/Pewaukee Road (PWC 0966999)
33,205 square foot building with possible 13,000 square foot expansion

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Klein-Dickert Glass
W227N4755 Duplainville Road
54,335 square foot building

Variances

Variance requests are heard by the Zoning Board of Appeals (ZBA), which is primarily staffed by the Clerk's Office. Individual projects and requests are reviewed by the City Planner. In 2019, the following six variance requests were reviewed by the City Planner and ZBA.

- Blue Ribbon Management
- Tyler Pinter
- Nicolas and Emily Romeo
- RFR Milwaukee LLC
- Jodi Olson
- Catarozoli/Burdick

Zoning Compliance Letters

Zoning letter requests range anywhere from simply identifying the current zoning of a property to a time consuming investigation of previous approvals and the history of a property. Approximately eight letters were written in 2019.

Development Review Team Meetings

At these monthly meetings, applicants meet with staff to discuss their projects in detail. This is an important and valuable step in the process and allows applicants to revise plans prior to Plan Commission to address staff concerns and any code issues. Following these meetings, applicants submit final plans for review and staff prepares a report for the Plan Commission that includes staff's final comments and recommendations.

ECONOMIC DEVELOPMENT

Staff's approach to economic development, includes meeting with developers, businesses, and property owners as needed to work through property and development issues to potentially make a development project or business location feasible in Pewaukee. This is done on an almost daily basis.

Further, as time permits, Staff attends special events, such as ground breakings, grand openings, and networking events. Below are several events attended in 2019.

- Attended and spoke at the Briohn Building/Paul Davis ground breaking
- Attended and spoke at the Briohn Building/The Angelus Corporation ground breaking
- Attended the R&R Insurance grand opening
- Attended several Pewaukee Chamber events
- Met with Waukesha County Center for Growth to discuss regional economic development opportunities

OTHER PLANNING ACTIVITIES

In addition to the tasks above, on a daily basis staff will answer questions from residents, business owners, developers, and brokers. Staff is also continually reviewing future land uses and ordinances and proposing changes or initiating further discussions as may be needed. Twice in 2019 staff brought forward a specific area of the City to discuss potential land uses.

Part 2: Building Services

INTRODUCTION

The Building Services Department reviews, processes, and issues building related permits for both residential and nonresidential development. The Department handles all permit types including New Residential and Commercial Building Permits, building additions and remodels, plumbing permits, electrical permits, and HVAC permits. The Department also issues Zoning Permits, Business Plan of Operations Applications, and Sign Permits.

In addition, Building Services investigates and responds to all property maintenance complaints.

Building Services staff also fulfills the agreement with the Village of Pewaukee, providing the Village with Inspection and Property Maintenance services. Currently the City receives $1,000 per month to cover administrative services and 60% of the permit fees. For 2019, this total $157,501.32.

Going into 2020, the Department has set the following Department Goals:

- Continue providing a high level of customer service
- Inspections scheduled within 24 hours
- Residential plan reviews completed and permits issued within 10 business days
- Complaints reviewed and inspected within one week
- Implementation of new Building Permit software

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PERMITS

Business Plan of Operations

Permitted Uses within zoning districts require a Business Plan of Operations Application to ensure a particular use is allowed and compliant with the zoning district standards.

Building Permits

2019 continued to show a high activity in permitting with 1,957 permits issued in total. A further breakdown can be found in the table at the end of this report.

CODE ENFORCEMENT/PROPERTY MAINTENANCE

The City responded to and enforced as necessary on 117 code enforcement and property maintenance complaints in 2019.

OTHER BUILDING SERVICES ACTIVITIES

Related to the Department's focus on customer service, significant time is spent answering resident inquiries and questions from contractors in a timely manner. Anecdotally, it's safe to say the Building Services phone is consistently ringing. The office takes roughly 150 or more calls per day on average.

Residents, contractors, business owners, etc. also frequently stop in the office to seek assistance from staff.

ANTICIPATED PROJECTS IN 2020

Major projects envisioned for the Community Development and Building Services Departments in 2020 include:

Community Development

- Review of current and incoming projects and applications. Submittals already under review in 2020 include:
    - Interstate Partners Green Road Commerce Center development
    - Arce Handyman LLC
    - Precision Diagnostics Conditional Use
    - Hanrahan's Small Engine LLC Conditional Use
    - Raabe Rezoning
- Zoning and Municipal Code amendments
    - Removing applications from the Zoning Code
    - Revisions to the Special Event ordinances (in partnership with the Clerk's Office)

- The addition of a short-term rental ordinance (in partnership with the Clerk's Office)
- The addition of a historic preservation ordinance (in partnership with the Clerk's Office)

Building Services

- With the approval of the Swan View Farms subdivision development (83 lots) and the Cardinal Meadows subdivision (24 lots) it is anticipated that 2020 will include an increasing number of Building Permits for new single-family homes.
- It is also anticipated that Neumann Developments will be submitting for Building Permits for The Glen at Parkway Ridge Condominium Development (40 units) in 2020.
- The Waters senior living community (161 units) is planned to break ground in 2020 as well.

SUMMARY

Below is a table that summarizes the quantity of application types and activities over a 3 year period for both the Community Development Department and Building Services. It can be noted that a project submitted to the Department may often consist of a number of separate applications. For example, a single project could include a certified survey map, conditional use, and rezoning. The Department tracks all applications within a project separately.

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Community Development Department	2017	2018	2019
Chapter 17 Zoning Code Amendments	5	1	0
Other Municipal Code Amendments	0	1	0
Comprehensive Master Plan Amendments	0	0	6
Rezoning Applications	4	9	14
Certified Survey Maps/Land Combinations	6	10	18
Preliminary Plats	0	4	2
Final Plats	0	1	0
Conditional Use/Planned Development Districts	0	0	1
Conditional Use Permits	3	7	7
Conditional Use Amendments	0	0	0
Conceptual Reviews	6	8	3
Site Plans & Site Plan Amendments	7	11	10
Minor Site Plan Amendments	0	1	0
Right of Way Vacations	0	0	1
Variances	3	3	7
Zoning Board of Appeals meetings	3	3	8
Zoning Compliance Letters	-	2	6
Plan Commission meetings	8	12	11
Common Council meetings	23	23	25
Miscellaneous (general planning and land use discussions, Plan Commission determinations, kennel licenses, etc.)	17	7	6
Special Events (grand openings, ground breakings, Chamber of Commerce events, conferences, etc.)	-	2	4
Building Services Department	**2017**	**2018**	**2019**
Chapter 14 Building Code Amendments	-	1	-
Business Plan of Operation Applications	-	-	38
Building Permits (does not include new homes)	341	297	325
Building Permits - New Homes	69	45	36
Culvert Permits	2	4	7
Electrical Permits	510	534	570
Erosion Control	78	51	46
HVAC Permits	361	347	343
Plumbing Permits	489	423	396
Sign Permits	23	20	32
Zoning Permits	47	48	47
Complaints/Enforcements, including Building and Zoning	115	124	117

CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 13.

DATE: June 1, 2020

DEPARTMENT: PW - Water/Sewer

PROVIDED BY: Magdelene Wagner

SUBJECT:

Discussion and Possible Action Regarding the Safe Drinking Water Loan Program for Well No. 5 HMO Filtration Treatment Facility [Wagner]

BACKGROUND:

Well No. 5 has experienced elevated radioactivity samples for a period of 4 years. We have been working with the Wisconsin Department of Natural Resources (WDNR) on a pilot study for a filtration system to remove the radioactivity within the water prior to discharging to the public system. During this study period, we came back into the compliance with radioactivity requirements due to the reduced pumping of the well. This well was only used during very high demand and/or emergency situations. With the other issues within our system, we did ramp up the use of this well again in 2019 causing this well to fall out of compliance once again with the radioactivity standards.

In the meantime, our pilot study for the HMO treatment system was approved by the WDNR. In 2019, the decision was made to proceed with the design of the HMO Filtration Treatment system for this well. As part of the discussion of the cost of the treatment system, we decided to pursue the State Safe Drinking Water Loan Program (SDWLP) for funding. Recall you previously approved an Intent to Apply for this project on October 7, 2019. Our application was approved and we are moving forward with the application. The program reduces the interest rates on loans for projects that qualify, ultimately saving the Utility money. For example, the SDWLP has an interest rate for loans in 2020 of 1.76% compared to a market rate of 3.2%.

The application requires the 2 resolutions attached. The first resolution allows the City to be reimbursed for costs incurred for the project prior to the actual loan to be reimbursed by the loan once it is received. Some types of expenditures that would be reimbursed is the application and costs associated with the design of the treatment and building. The second resolution allows the Director of Public Works to sign documents and act as the representative for the City on this specific project.

FINANCIAL IMPACT:

The cost of the application and design is about $150,000 which will be reimbursed when the loan is closed which is anticipated in June 2021.

RECOMMENDED MOTION:

Common Council adopt Resolutions 20-06-07 and 20-06-08.

CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 14.

DATE: June 1, 2020

DEPARTMENT: PW - Water/Sewer

PROVIDED BY: Jane Mueller/Magdelene Wagner

SUBJECT:

Discussion and Possible Action Regarding the Cost for the Installation of a MegAlert System and Surge Snubber for Well No. 6 North Avenue Deep Well [Wagner]

BACKGROUND:

Recall the motor failure at Well #6 came before the Common Council on May 4, 2020. We are bringing this issue back to update the Council and to receive authorization for the installation of a MegAlert System as a Phase I in assisting with the protection of the motor. The MegAlert can be programmed with specific parameter that will create alarms to notify staff and lockout the motor. Cost $6,875 plus additional electrician costs.

Our electrical consultant is awaiting estimates for a Surge Snubber. This device will help in reducing spikes of voltage that may be damaging to the motor. Costs are to bet determined yet and we will bring this item back to the Council as soon as it is determined.

Our consultant also recommended the installation of smaller fuses in the Motor Control Center. The consultant feels that the existing fuses may be over sized for this application. He feels that installing smaller "tighter" tolerance fuses will add another layer of protection to this application. By reducing these fuses, we would blow fuses before the motor would be damaged. Cost estimates for 3 fuses at $1,500 each is approximately $4,500.

The Staff has submitted the Claim to our insurance as requested by the Common Council. It is being reviewed by our Insurance. Based on our early discussions, it appears the claim will be accepted. It has been noted they cautioned that we have insurance for this, but it may result in our rates increasing. We plan to continue to pursue the claim per your previous direction.

The old (rebuilt in 2019) motor has arrived from storage and been installed, but not put into service. The new motor is in cue for repairs to be placed in storage for future use once the motor protections are put in place.

While Staff is still working on the long term power monitoring for this site, we have an estimate for the MegAlert, $6,875 + electrician costs, fuses $4,500 and Surge Snubber to be determined. The MegAlert and fuses will tell us if there is a problem in the motor and stop it from running reducing the damage to the motor. As I am writing this, we are working to get a complete cost of installing the MegAlert and Surge Snubber inlcuding, but not limited to, SCADA updates, additional power, etc. Additional future cost will be determined when the appropriate phase monitoring solutions is identified for long term that will hold information for a period of time. While this will not protect the motor from outside surges, it will shut down the motor as soon as the damage begins and will give the Staff enough comfort to put the well back in service in time for the summer demand. This will provide much comfort to the Staff as we still have a number of wells out of service.

FINANCIAL IMPACT:

Funds were previously re-allocated for this project. The cost for the phase monitoring of $6,875, fuses $4,500, and accessory costs will be within the re-allocated amount.

RECOMMENDED MOTION:

Common Council concur with the installation of the MegAlert System and fuses for Well No. 6.

ATTACHMENTS:

Description

Meg Alert Estimate

Starnet TECHNOLOGIES

Phone: (262) 886-0228
Fax: (262) 886-0221
8520 Hollander Drive
Franksville, WI 53126 – 0374

PROPOSAL

Date: May 27, 2020

Attention: Bruce Grindeland
Project: Pewaukee Meg Alert
Location: Pewaukee, WI

Quote: PRK200429-1
Version: 3

SCOPE OF SUPPLY			
NO.	**QTY.**	**ITEM**	**DESCRIPTION**
1.1	**1**	**Equipment**	(1) GP2500-MU-AS-D1 MEG alert Motor Guard with meter (1) Miscellaneous Materials (Wire, etc.)
1.2	**1**	**Services**	**Proposal Services** Install the MEG alert motor guard. Wire alarm signal from existing power monitor into pump call circuit.

SPECIFICALLY EXCLUDED ITEMS

- ✘ **Tax(es) [Add if Applicable]**
- ✘ **Any Items and Services not listed in the Proposal**

QUOTATION

TOTAL NET Price for listed items and services: $6875.00

Respectfully Submitted,
Peter Kirch
Starnet Technologies
(262) 417-4778 [Mobile]

TERMS AND CONDITIONS OF THIS PROPOSAL

ITEMS AND SERVICES
Scope of Supply is limited to the items and services that are specifically named and/or described within the Quotation.

PRICING AND PAYMENT
Pricing is valid for ninety (90) days. Terms are NET 30. Add 1.5% per month for late payment. Pricing is based on the information available at the time of this proposal. Pricing includes items listed in this proposal within the nature outlined in this document. Seller may charge partial payments, progress payments, for item(s) as they are available for delivery even if the customer is not ready to receive the item(s).

TAXES
In Wisconsin we will add tax unless customer has provided a resale or exemption certificate with the purchase order. Purchases made outside of Wisconsin, customer is responsible for paying state use tax directly if applicable.

PURCHASE
Starnet Technologies requires either a signed and returned copy of this proposal or a purchase order which references this proposal. Starnet Technologies is an equipment manufacturer and supplier, not a subcontractor, and as such will not accept a subcontract.

CANCELLATION
Cancellation of purchase is only allowed with sufficient notice as determined by the seller. Seller may charge a percentage of the total sale price for partial completion occurring prior to order cancellation.

RETURNS AND EXCHANGES
Full or partial returns and/or exchanges are subject to the seller's discretion. Additional charges may be added for exchanges if it is evident that the exchange is due to design or specification errors or inadequacies which are outside of the seller's control or influence. Charges for exchanges will be based on the cost(s) for additional time and material as determined by the seller. Additional charges will be added for returns if they are not covered under agreed upon warranties during the warranty period.

FORCE MAJEURE
Seller is not responsible for any damages or losses that are due forces outside of its reasonable control. These include but are not limited to acts of God, improper handling or storage by purchaser, acts of government or government agencies, floods, fires, lightning strikes, etc. Seller will be given adequate time added to project deadlines to provide replacements for items covered under warranty or purchased in addition to original order.

INSURANCE
Insurance will be provided for equipment stored at our facility and in transport when delivered by a Starnet Technologies provided truck. Starnet provided insurance does not cover equipment once it is in the possession of the Customer or Contractor.

WARRANTIES
A one (1) year warranty is provided standard on Starnet provided equipment. On-site work for warranty covered replacements is not included and will be charged at standard time and material rates as applicable. Warranties may be voided by improper installation, unauthorized modifications, or inadequate storage of provided equipment. Warranty period begins at the time of start-up.

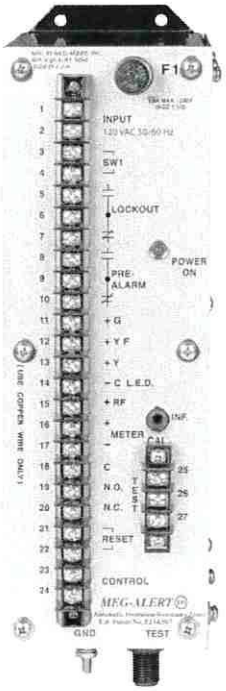
CONFIDENTIALITY
This proposal has been provided with the confidence that it will not be shared with or presented in whole or in part to anyone who is a competitor of Starnet Technologies. The information contained in this document is confidential in nature and is strictly intended to be viewed by customers and official representatives of Starnet Technologies and/or specific product lines manufactured by Starnet Technologies (e.g. Arrow products).

LIABILITY
It is understood and agreed that seller's liability whether in contract, in tort, under any warranty, in negligence or otherwise shall not exceed the return of the amount of the purchase price paid by buyer and under no circumstances shall seller be liable for special, indirect or consequential damages. The price stated for the merchandise is a consideration in limiting seller's liability. No action, regardless of form, arising out of the transaction under this agreement may be brought by buyer more than one-year after the cause of action has accrued.

AGREEMENT
By signing and returning or providing a purchase order which references this proposal the purchaser acknowledges that they have read, understand, and agree to the terms and conditions of this proposal. If there are any questions or comments in regards to any of the items, services, terms, or conditions of this proposal please contact Starnet Technologies or an official representative as applicable.

MegAlert, Inc. 8766 Frank Drive, Minocqua, WI 54548, USA
Main Office - 800-778-5689

GP2500-MU-AS



GP2500-MU-AS
GP5000-MU-AS
GP5000-MU-HV-AS

Automatic single motor insulation tester, input voltage 120/240 VAC 50/60 Hz, control sensing 120 VAC, Test Voltage 2500 VDC, pre-alarm/alarm/lockout contacts, manual test/calibrate and reset feature. INCLUDES GP7000-2 1% switchboard meter, color coded dial, 2500 VDC scale, GP8012-U-AS remote LED four (4)/switch assembly, GP10016 HV fuse block assembly, GP10025 HV test lead Assembly.

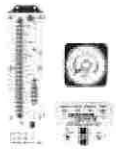
Wiring Diagram, Installation Instructions,

Dimensional Drawings

CutSheet

CONTACT US TO ORDER

MORE VIEWS



Description

Reviews

Description

Automatic single motor insulation tester, input voltage 120/240 VAC 50/60 Hz, control sensing 120 VAC, Test Voltage 2500 VDC, pre-alarm/alarm/lockout contacts, manual test/calibrate and reset feature. INCLUDES GP7000-2 1% switchboard meter, color coded dial, 2500 VDC scale, GP8012-U-AS remote LED four (4)/switch assembly, GP10016 HV fuse block assembly, GP10025 HV test lead Assembly.

Reviews

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CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 15.

DATE: June 1, 2020

DEPARTMENT: PW - Engineering

PROVIDED BY: Magdelene Wagner

SUBJECT:

Discussion and Possible Action Regarding the Intermunicipal Agreement Between the City of Pewaukee and the Village of Merton Concerning Road Work Surface Treatments [Wagner]

BACKGROUND:

The Common Council authorized the surface treatment of Northview Road this year. In working with our Consultant on bidding this project, they offered to combine our project with the Village of Merton who is doing similar surface treatments on their roadways. Combining the projects into one contract will save the communities money by splitting the cost of the bidding contract and getting a better bid price due to the volume of work within the contract.

Each community will still pay for the surface treatments and inspection in each of the respective communities. The Consultant will set up project numbers and billing codes separately for each community so the costs will not be intermingled.

FINANCIAL IMPACT:

The Common Council authorized the reallocation of $75,000 in the 2020 budget for the surface treatment of Northview Road.

The cost of bidding is approximately $4,500 so we will save $2,250 in bidding. There should also be additional savings in bid prices, but this will be determined upon the bid opening.

RECOMMENDED MOTION:

Council to approve the Intermunicipal Agreement with the Village of Merton contingent on City Attorney and City Engineer approvals.

CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 16.

DATE: June 1, 2020

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Discussion and Possible Action Regarding the Mayor's Recommendation to Appoint Doug Kiser to the Plan Commission [Mayor Bierce]

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Kiser Resume

414-379-7536

dpkiser@gmail.com

linkedin.com/in/dougkiser

Pewaukee, Wisconsin

Douglas P. Kiser

GLOBAL DIRECTOR FACILITIES & ASSET MANAGEMENT

Over 20 years of professional experience with 10 years focus in Corporate Real Estate, Construction, Construction Management, and Facility Management. Domestic and International experience within large fortune 500 company managing multiple teams in Russia, Peru, Brazil, Australia, India, Chile, Canada, UK, and US. Annual CAPEX value over $150MUSD. Annual operating budget $9.0MUSD.

SKILLS

- Facilities & Construction Management
- Asset Disposition
- Contract & Lease Negotiations
- Process Improvement
- International Experience
- Land Acquisitions
- Facility Design
- Contract Management
- Lean Six Sigma

PROFESSIONAL EXPERIENCE

Global Director Facilities & Asset Management

Komatsu Mining Corporation - Milwaukee Wisconsin **November 2015 - Present**

- Develop, implement, and manage 10 year rolling facility capital plan for multiple manufacturing sites (over 3.0M square feet), multiple service centers (over 6.9M square feet), and multiple offices (over 1.5M square feet) to balance annual capital spend of $17.6M while reducing annual operating expense by 3.3% annually ($0.6M annual reduction).
- Negotiations of property sales in FY2016 of $8.5M & FY2015 of $1.3M.
- Negotiations of property purchases FY2015 $3.1M, FY2018 $8.8M.
- Manage 3 new construction projects at $355M from start through occupancy & operations startup.
- Equipment sales/end of life equipment liquidations sales of $7.2M in FY2016.
- Negotiations of business unit sale (Steel Mill Operations, Facilities, and Land) $26.0M in FY2016
- Standardize Service agreements for preventative maintenance and urgent repairs for major systems.
- Negotiate and execute multiyear service agreements for HVAC, Electrical, Plumbing, Air Filtration, Overhead Doors, and general facility repair to reduce operating expenses 18% ($220K) in 12 months.

Global Facilities Project Manager

Joy Global Inc. – Milwaukee Wisconsin **October 2011 – November 2015**

- Recruited to standardized global facility layout, production equipment, color palette, and furniture for service centers and offices to reduce new construction design time by 3 months. Process implemented on 6 global projects to save a total of 18 months development time.
- Standardized CAPEX format to reduce executive and board review meetings from 5 to 2.
- Standardized design-build firm selection process from scope of work through contract execution.
- Standardized commercial terms utilizing a modified AIA design-build agreement to expedite legal agreement and contract execution.
- Implemented use of owner's representatives on new construction projects for standard transparency.
- Implemented standard preventative maintenance service agreements for all major facility systems for new buildings prior to occupancy.
- Managed 6 global facility construction project over $150M, operations relocation, and operations startup.

414-379-7536

dpkiser@gmail.com

Douglas P. Kiser

GLOBAL DIRECTOR FACILITIES & ASSET MANAGEMENT

Project Manager

CK Property Management LLC – Pewaukee Wisconsin **September 2009 – October 2011**

- Developed and managed a lean process improvement facility project for a small laboratory (Moreland Medical Laboratory) to provide annual operating savings of $75K.
- Developed and Managed a $110K annual cost savings Lean project for GI Specialists in Waukesha, WI. Creating savings through a new facility layout to reduce patient scheduling and utilize staff to complete multiple functions.
- Managed Kaizen event for P&H Mine Pro in Maitland, Australia. Standardized work flow through service centers to increase efficiency by 11% and reducing operating expense by $220K annually at one facility. Standards implemented at 6 facilities to save over $1.2M.

Account Executive

Lake Country Pathologist – Waukesha Wisconsin **April 2004 – September 2009**

- Managed over 50 medical clients throughout Southeastern Wisconsin to increase annual revenue from $8.0M to 26.0M.
- Developed and implemented call center to improve patient and physician Press Ganey satisfaction survey ratings from 88.2% to 95.1% over 3-year period.

Management Engineer

ProHealth Care – Waukesha Wisconsin **April 2000 – April 2004**

- Implemented capital plan software to allow hospital board members to reduce the amount of capital planning time by 6 weeks and objectively rank order requests.
- Developed the financial analysis, implemented staffing plan and procedures to create a laboratory outreach business to improve utilization for a hospital-based laboratory. Increased specimen volume by 250,000 and increase revenue by $1.5M (21.5% revenue increase).

Early Experience **May 1994 – April 2000**

- Sale Representative, Manufacturing Engineering, Maintenance Supervision
- Lake Country Paving and Sealing – Pewaukee Wisconsin; Sale Representative
- Cooper Power Systems - Pewaukee Wisconsin; Senior Manufacturing Engineer
- Brady Corporation – Milwaukee Wisconsin; Manufacturing Engineer & Maintenance Supervisor
- US Controls Corporation – New Berlin Wisconsin; Manufacturing Engineer

Professional Development

- City of Pewaukee Elected Official Alderman April 2001 – April 2012
- USGBC Green Associates LEED training 2010
- Mayo Medical Laboratories Strategic & Conceptual Selling Principles training 2007
- Society of Health Systems Engineering sponsorship coordinator 2004 and 2005
- Six Sigma Green Belt (General Electric) 2004
- University of Wisconsin – Milwaukee. BS Industrial & Manufacturing Engineering May 1994

CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 17.

DATE: June 1, 2020

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Discussion and Possible Action to Cancel the First Meeting in July [Mayor Bierce]

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

July 2020 Calendar

JULY 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3 Observance of Independence Day Offices Closed	4
5	6 **To Be Determined:** **Common Council Meeting** *7:00 p.m.*	7	8 **Joint Park & Recreation Meeting** *7:00 p.m.*	9	10	11
12	13	14 **Court** *7:30 a.m.*	15 **Joint Library Board Meeting** *6:30 p.m.*	16 **Plan Commission Meeting** *7:00 p.m.*	17	18
19	20 **Common Council Meeting** *7:00 p.m.*	21	22	23 **Employee Appreciation Luncheon**	24	25
26	27	28 **Court** *7:30 a.m.*	29	30	31	

CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 18.

DATE: June 1, 2020

DEPARTMENT: Planning

PROVIDED BY:

SUBJECT:

PUBLIC HEARING, Discussion and Possible Action Regarding the Conditional Use Permit for the Property Located on Bluemound Road (PWC 0951-995-001) for the Purpose of Constructing a Combined Warehouse/Office Building for a Landscape and Handyman Service Company as Requested by Arce Handyman LLC [Fuchs]

BACKGROUND:

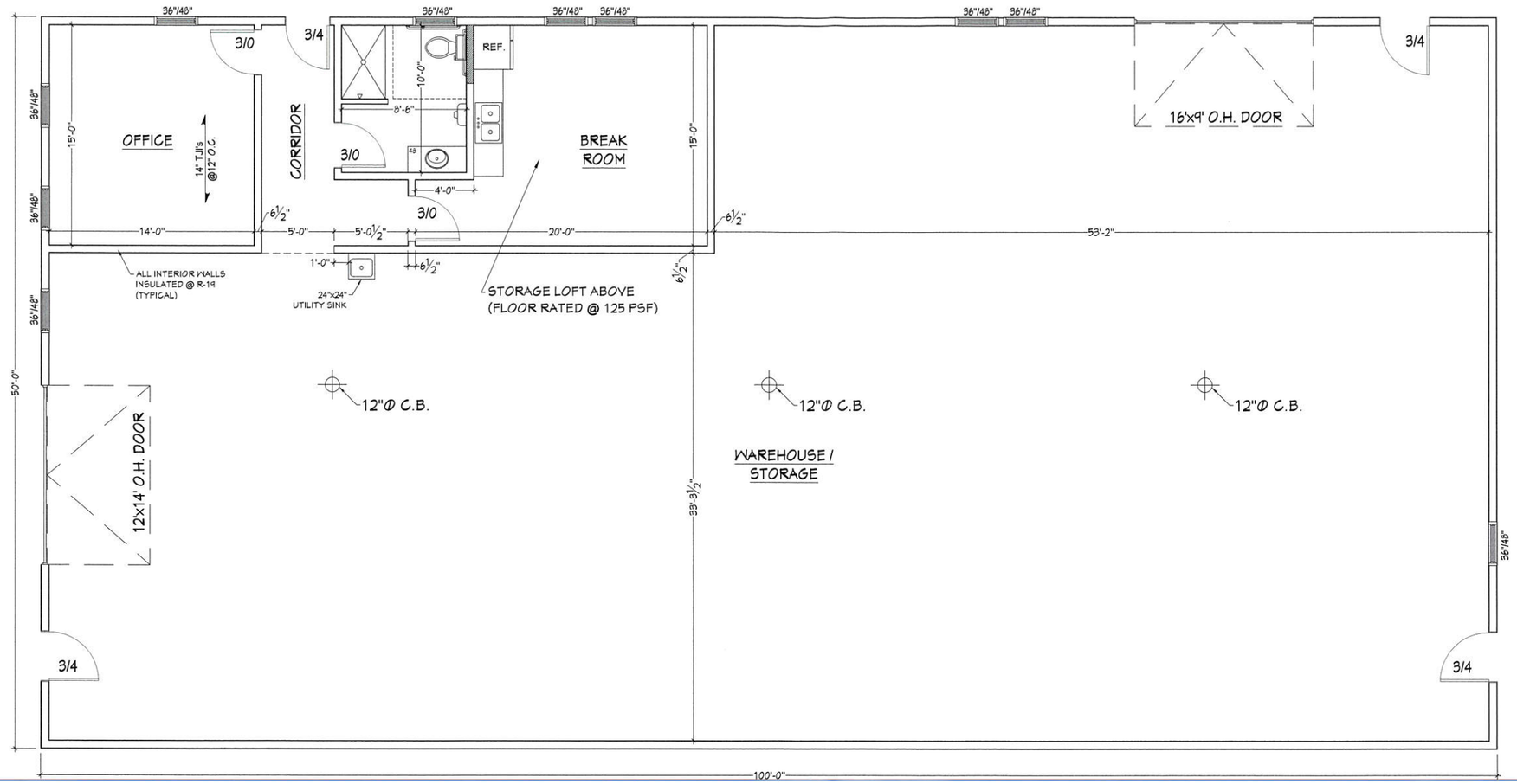
FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

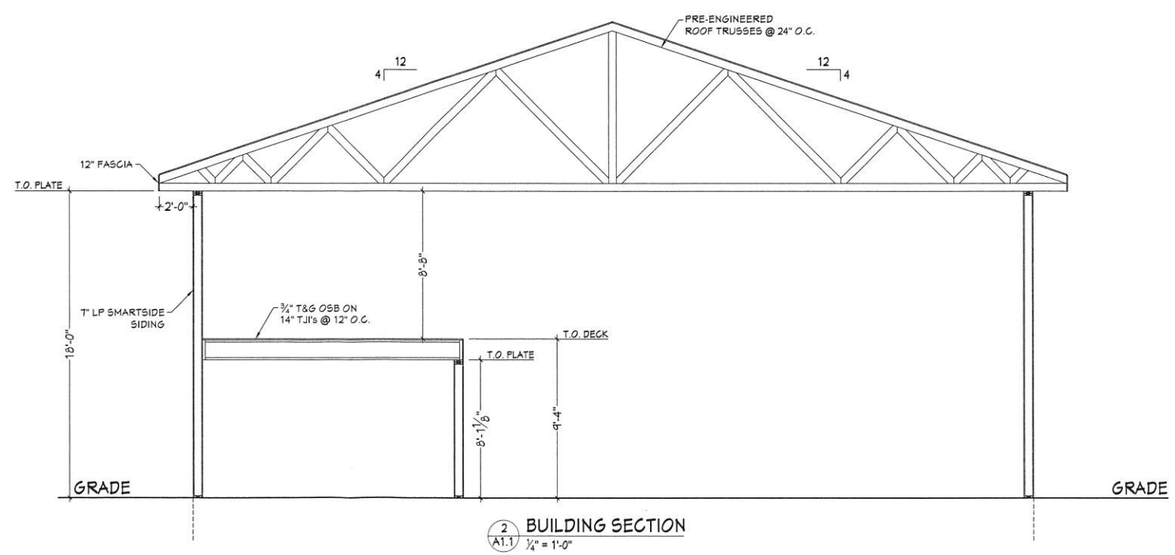
Arce Handyman Building Elevations



1 A1.1 PROPOSED FLOOR PLAN
¼" = 1'-0" 5,000 GROSS SQ. FT.

PLAN NORTH

TRUE NORTH



2 A1.1 BUILDING SECTION
¼" = 1'-0"

PLAN COMMISSION REVIEW SET - (03-17-20)

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Project: NEW OFFICE & SHOP BUILDING FOR:
ARCE HANDYMAN SERVICES, LLC
BLUEMOUND ROAD
PEWAUKEE, WISCONSIN

Sheet Title:
PROPOSED FLOOR PLAN & BUILDING SECTION

Revisions:
-
-
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-
-
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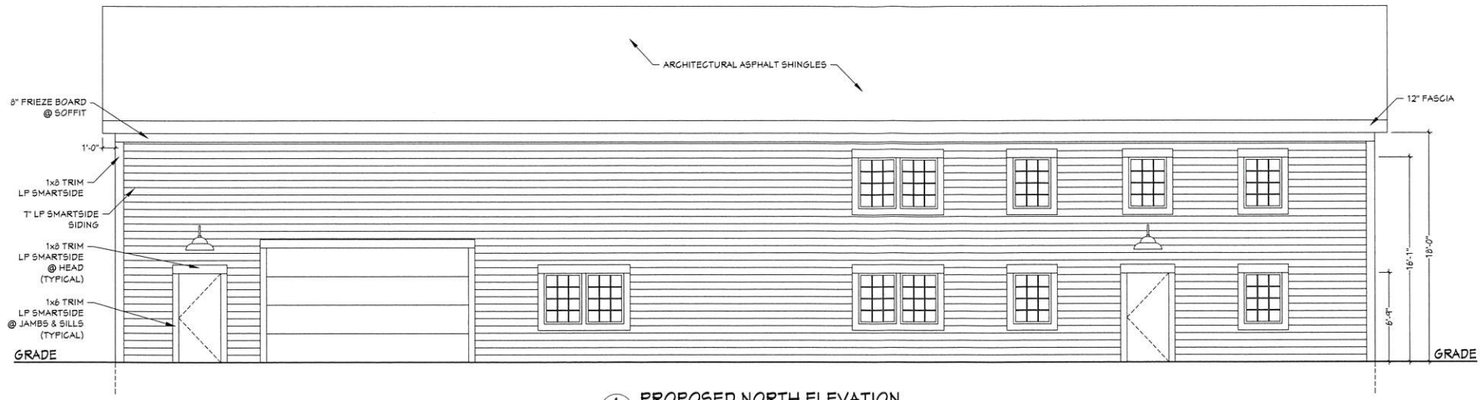
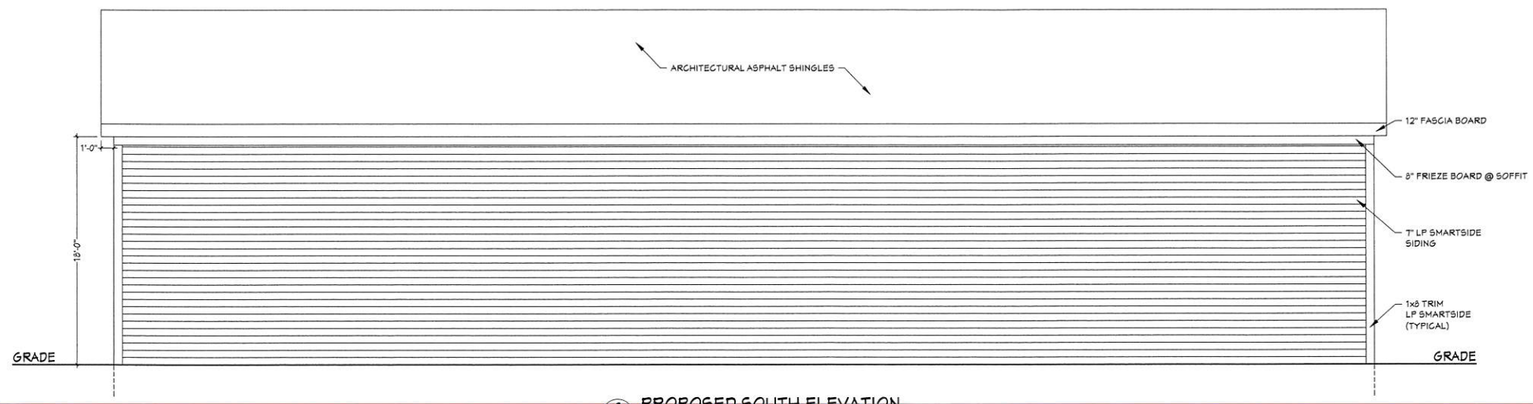
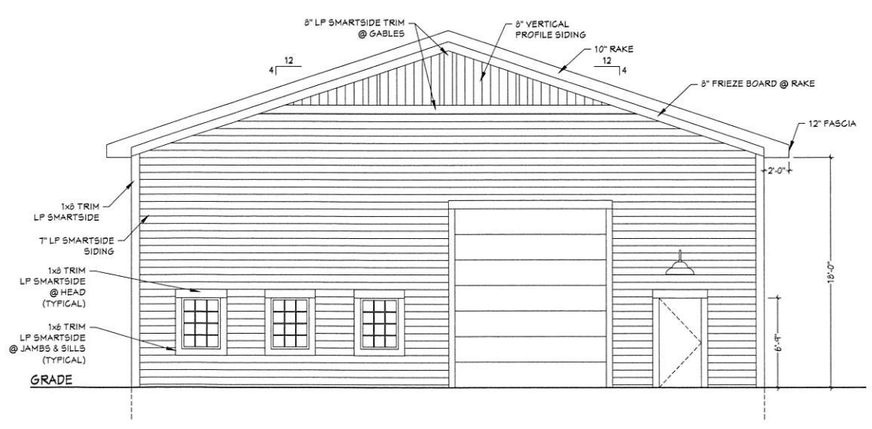
Date: 03/17/20
Job No. 20-108
Sheet No. A1.1



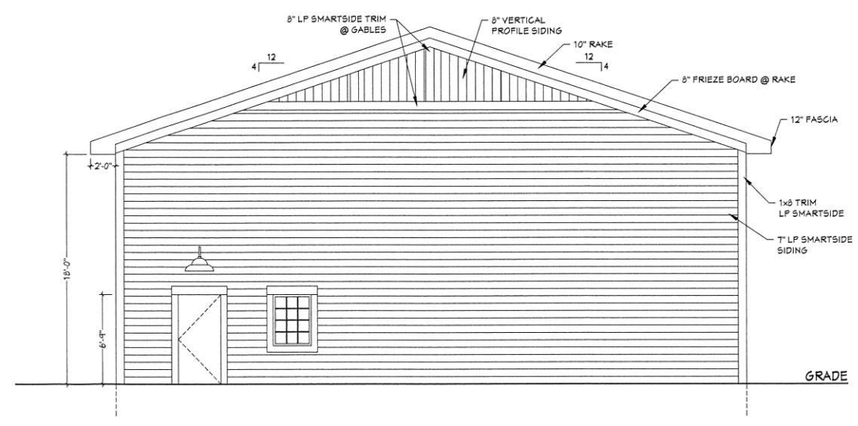
1 A2.0 PROPOSED NORTH ELEVATION
3/16" = 1'-0"



2 A2.0 PROPOSED SOUTH ELEVATION
3/16" = 1'-0"



3 A2.0 PROPOSED WEST ELEVATION
3/16" = 1'-0"



4 A2.0 PROPOSED EAST ELEVATION
3/16" = 1'-0"

PLAN COMMISSION REVIEW SET - (03-17-20)

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www.kozitecture.com

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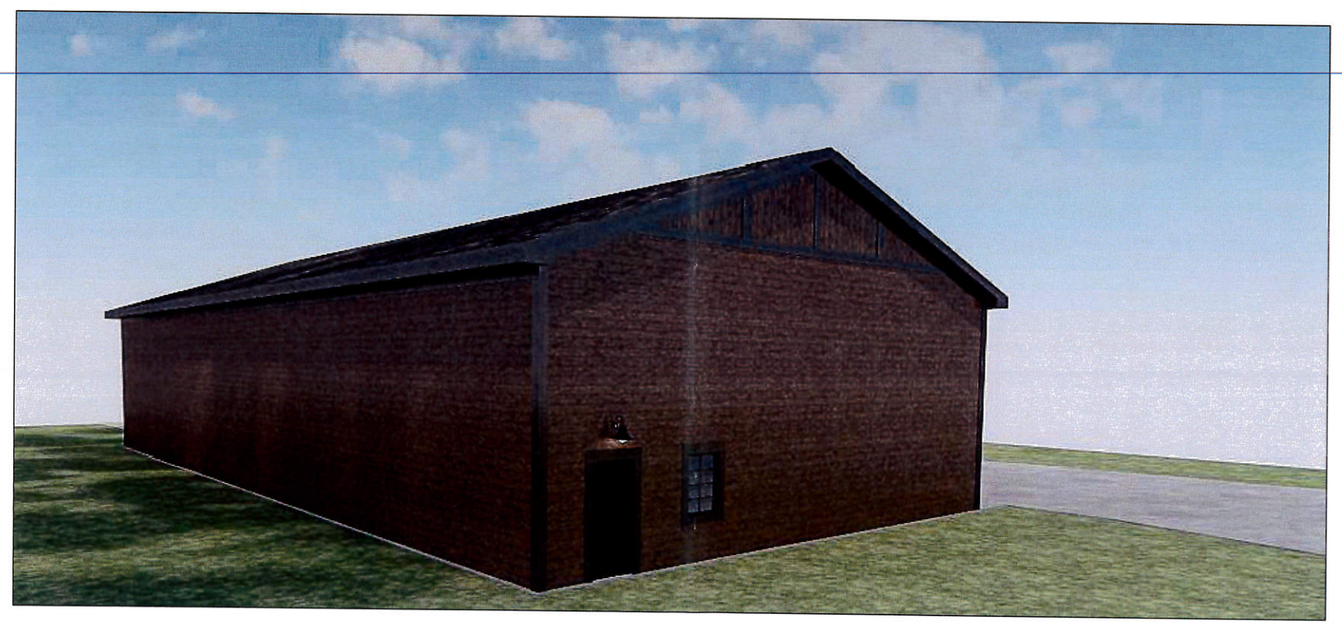
Project: NEW OFFICE & SHOP BUILDING FOR:
ARCE HANDYMAN SERVICES, LLC
BLUEMOUND ROAD
PEWAUKEE, WISCONSIN

Sheet Title:
PROPOSED ELEVATIONS

Revisions:
-
-
-
-
-

Date: 03/17/20
Job No. 20-108
Sheet No. A2.0

1 A2.1 PROPOSED FRONT 3D PERSPECTIVE



2 A2.1 PROPOSED REAR 3D PERSPECTIVE

PLAN COMMISSION REVIEW SET - (03-17-20)

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Project: NEW OFFICE & SHOP BUILDING FOR:
ARCE HANDYMAN SERVICES, LLC
BLUEMOUND ROAD
PEWAUKEE, WISCONSIN

Sheet Title:
PROPOSED 3D PERSPECTIVES

Revisions:

Date: 03/17/20
Job No. 20-108
Sheet No. A2.1

CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 19.

DATE: June 1, 2020

DEPARTMENT: Planning

PROVIDED BY:

SUBJECT:

PUBLIC HEARING, Discussion and Possible Action Regarding a Comprehensive Master Plan Amendment to Change the Year 2050 Land Use/Transportation Plan Use Designation for Arce Handyman LLC for Property Located on Bluemound Road (PWC 0951-995-001) From Manufacturing/Fabrication/Warehousing to Manufacturing/Fabrication/Warehousing and Flood Plains, Lowland and Upland Conservancy, and Other Natural Areas (Lot 1); and From Manufacturing/Fabrication/Warehousing to Medium Density Residential (6,500 SQ. Ft. - 1/2 AC./Dwelling Unit) and Floodplains, Lowland and Upland Conservancy, and Other Natural Areas (Lot 2) [Fuchs]

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Arce Handyman Draft Ordinance

Arce Handyman Draft Resolution

WAUKESHA COUNTY CITY OF PEWAUKEE STATE OF WISCONSIN

ORDINANCE NO. __-__

AN ORDINANCE TO AMEND THE CITY OF PEWAUKEE 2035 COMPREHENSIVE MASTER PLAN AND NEIGHBORHOOD PLANS 2015-2050 TO CHANGE THE YEAR 2050 LAND USE/TRANSPORTATION PLAN FOR PROPERTY LOCATED ALONG THE EAST SIDE OF COUNTY HIGHWAY JJ (BLUEMOUND ROAD), APPROXIMATELY ONE-EIGHTH MILE SOUTH OF WAMSER DRIVE (TAX KEY NO. 0951995001) FROM MANUFACTURING/FABRICATION/WAREHOUSING TO MANUFACTURING/FABRICATION/WAREHOUSING AND FLOOD PLAINS, LOWLAND & UPLAND CONSERVANCY, AND OTHER NATURAL AREAS (LOT 1 OF CERTIFIED SURVEY MAP NO. _____), MEDIUM DENSITY RESIDENTIAL (6,500 – 1/2 AC. / D.U.) AND FLOOD PLAINS, LOWLAND & UPLAND CONSERVANCY, AND OTHER NATURAL AREAS (OUTLOT 1 OF CERTIFIED SURVEY MAP NO. _____), AND MANUFACTURING/FABRICATION/WAREHOUSING AND FLOOD PLAINS, LOWLAND & UPLAND CONSERVANCY, AND OTHER NATURAL AREAS (OUTLOT 2 OF CERTIFIED SURVEY MAP NO. _____)

WHEREAS, pursuant to Wis. Stat. §§ 62.23(2) and (3) and 66.1001(4), the City of Pewaukee is authorized to prepare and adopt and to amend a comprehensive plan as defined in Wis. Stat. §§ 66.1001(1)(a) and 66.1001(2); and

WHEREAS, Pedro Arce of Arce Handyman, LLC has applied for an amendment to the Comprehensive Master Plan to change the Year 2050 Land Use/Transportation Plan for property located along the east side of County Highway JJ (Bluemound Road), approximately one-eighth mile south of Wamser Drive (Tax Key No. 0951995001) from Manufacturing/Fabrication/Warehousing to Manufacturing/Fabrication/Warehousing and Flood Plains, Lowland & Upland Conservancy, and Other Natural Areas (Lot 1 of Certified Survey Map No. _____), Medium Density Residential (6,500 SQ. FT. – 1/2 AC. / D.U.) and Flood Plains, Lowland & Upland Conservancy, and Other Natural Areas (Outlot 1 of Certified Survey Map No. _____), and Manufacturing/Fabrication/Warehousing and Flood Plains, Lowland & Upland Conservancy, and Other Natural Areas (Outlot 2 of Certified Survey Map No. _____); and

WHEREAS, the Plan Commission of the City of Pewaukee by a majority vote of the entire Commission on March 19, 2020, recorded in its minutes, has adopted a resolution recommending to the Common Council the adoption of the Ordinance to Amend the City of Pewaukee Comprehensive Master Plan to change the Year 2050 Land Use/Transportation Plan for property located along the east side of County Highway JJ (Bluemound Road), approximately one-eighth mile south of Wamser Drive (Tax Key No. 0951995001) from Manufacturing/Fabrication/Warehousing

to Manufacturing/Fabrication/Warehousing and Flood Plains, Lowland & Upland Conservancy, and Other Natural Areas (Lot 1 of Certified Survey Map No. _____), Medium Density Residential (6,500 SQ. FT. – 1/2 AC. / D.U.) and Flood Plains, Lowland & Upland Conservancy, and Other Natural Areas (Outlot 1 of Certified Survey Map No. _____), and Manufacturing/Fabrication/Warehousing and Flood Plains, Lowland & Upland Conservancy, and Other Natural Areas (Outlot 2 of Certified Survey Map No. _____); and

WHEREAS, the City of Pewaukee held a public hearing upon this proposed Ordinance, in compliance with the requirements of Wis. Stat. § 66.1001(4)(d); the Common Council having received input from the public at a duly noticed public hearing on April 6, 2020; and

NOW THEREFORE, the Mayor and Common Council of the City of Pewaukee, Wisconsin, do ordain as follows:

SECTION 1: Adoption

The City of Pewaukee Comprehensive Master Plan is hereby amended to change the Year 2050 Land Use/Transportation Plan for property located along the east side of County Highway JJ (Bluemound Road), approximately one-eighth mile south of Wamser Drive (Tax Key No. 0951995001) from Manufacturing/Fabrication/Warehousing to Manufacturing/Fabrication/Warehousing and Flood Plains, Lowland & Upland Conservancy, and Other Natural Areas (Lot 1 of Certified Survey Map No. _____), Medium Density Residential (6,500 SQ. FT. – 1/2 AC. / D.U.) and Flood Plains, Lowland & Upland Conservancy, and Other Natural Areas (Outlot 1 of Certified Survey Map No. _____), and Manufacturing/Fabrication/Warehousing and Flood Plains, Lowland & Upland Conservancy, and Other Natural Areas (Outlot 2 of Certified Survey Map No. _____).

SECTION 2: Document Transmittal

The City Common Council hereby directs the City Clerk/Treasurer to transmit a copy of the amendment as well as a signed copy of both the Resolution No. PC __-__-__ and this Ordinance No. __-__ to the Wisconsin Department of Administration, the Southeastern Wisconsin Regional Planning Commission, the Waukesha Park and Land Use Department, the Pewaukee Public Library and to each town, village and city that abuts the City of Pewaukee.

SECTION 3: Severability

The several sections and portions of this ordinance are declared to be severable. If any section or portion thereof shall be declared by a decision of a court of competent jurisdiction to be invalid, unlawful, or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision, and shall not affect the validity of all other provisions, sections, or portions thereof of the ordinance. The remainder of the ordinance shall remain in full force and effect. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

SECTION 4: Effective Date

This ordinance shall take effect immediately upon passage and posting of publication as provided by law.

Passed and adopted this 6th day of April, 2020.

FOR THE COMMON COUNCIL OF THE CITY OF PEWAUKEE, WAUKESHA COUNTY, WISCONSIN

ATTEST:

_____
Steve Bierce, Mayor

_____
Kelly Tarczewski, Clerk/Treasurer

WAUKESHA COUNTY CITY OF PEWAUKEE STATE OF WISCONSIN

RESOLUTION NO. __-__

A RESOLUTION RECOMMENDING THE ADOPTION OF AN ORDINANCE TO AMEND THE CITY OF PEWAUKEE 2035 COMPREHENSIVE MASTER PLAN AND NEIGHBORHOOD PLANS 2015-2050 TO CHANGE THE YEAR 2050 LAND USE/TRANSPORTATION PLAN FOR PROPERTY LOCATED ALONG THE EAST SIDE OF COUNTY HIGHWAY JJ (BLUEMOUND ROAD), APPROXIMATELY ONE-EIGHTH MILE SOUTH OF WAMSER DRIVE (TAX KEY NO. 0951995001) FROM MANUFACTURING/FABRICATION/WAREHOUSING TO MANUFACTURING/FABRICATION/WAREHOUSING AND FLOOD PLAINS, LOWLAND & UPLAND CONSERVANCY, AND OTHER NATURAL AREAS (LOT 1 OF CERTIFIED SURVEY MAP NO. _____), MEDIUM DENSITY RESIDENTIAL (6,500 – 1/2 AC. / D.U.) AND FLOOD PLAINS, LOWLAND & UPLAND CONSERVANCY, AND OTHER NATURAL AREAS (OUTLOT 1 OF CERTIFIED SURVEY MAP NO. _____), AND MANUFACTURING/FABRICATION/WAREHOUSING AND FLOOD PLAINS, LOWLAND & UPLAND CONSERVANCY, AND OTHER NATURAL AREAS (OUTLOT 2 OF CERTIFIED SURVEY MAP NO. _____), PURSUANT TO WIS. STAT. § 66.1001(4)(b)

WHEREAS, pursuant to Wis. Stat. §§ 62.23(2) and (3) and 66.1001(4), the City of Pewaukee is authorized to prepare and adopt and to amend a comprehensive plan as defined in Wis. Stat. §§ 66.1001(1)(a) and 66.1001(2); and

WHEREAS, pursuant to Wis. Stat. § 66.1001(4)(b), the Plan Commission may recommend the amendment of the Comprehensive Master Plan to the Common Council by adopting a resolution by a majority vote of the entire Commission, which vote shall be recorded in the official minutes of the Plan Commission; and

WHEREAS, Pedro Arce of Arce Handyman, LLC has applied for an amendment to the Comprehensive Master Plan to change the Year 2050 Land Use/Transportation Plan for property located along the east side of County Highway JJ (Bluemound Road), approximately one-eighth mile south of Wamser Drive (Tax Key No. 0951995001) from Manufacturing/Fabrication/Warehousing to Manufacturing/Fabrication/Warehousing and Flood Plains, Lowland & Upland Conservancy, and Other Natural Areas (Lot 1 of Certified Survey Map No. _____), Medium Density Residential (6,500 SQ. FT. – 1/2 AC. / D.U.) and Flood Plains, Lowland & Upland Conservancy, and Other Natural Areas (Outlot 1 of Certified Survey Map No. _____), and Manufacturing/Fabrication/Warehousing and Flood Plains, Lowland & Upland Conservancy, and Other Natural Areas (Outlot 2 of Certified Survey Map No.

_____), such property bearing Tax Key No. 0951995001, more particularly described as follows:

> Lot 1, Outlot 1 and, Outlot 2 of Certified Survey Map No. _____, a redivision of Lot 1 of Certified Survey Map #6860, located in the NW ¼ of the SW ¼ of Section 22, T7N, R19E, City of Pewaukee, Waukesha County, Wisconsin.

WHEREAS, the Plan Commission having determined that the proposed amendment in form and content as presented to the Commission on March 19, 2020, is consistent with the Comprehensive Master Plan's goals, objectives and policies and in proper form and content for adoption by the Common Council as an amendment to the Comprehensive Master Plan, subject to such modifications the Common Council may consider reasonable and necessary, following public hearing, in order to protect and promote the health, safety and welfare of the City of Pewaukee.

NOW, THEREFORE, BE IT RESOLVED, by the Plan Commission of the City of Pewaukee, Wisconsin, that the application for and the proposed ordinance to amend the City of Pewaukee Comprehensive Master Plan to change the Year 2050 Land Use/Transportation Plan for property located along the east side of County Highway JJ (Bluemound Road), approximately one-eighth mile south of Wamser Drive from Manufacturing/Fabrication/Warehousing to Manufacturing/Fabrication/Warehousing and Flood Plains, Lowland & Upland Conservancy, and Other Natural Areas (Lot 1 of Certified Survey Map No. _____), Medium Density Residential (6,500 SQ. FT. – 1/2 AC. / D.U.) and Flood Plains, Lowland & Upland Conservancy, and Other Natural Areas (Outlot 1 of Certified Survey Map No. _____), and Manufacturing/Fabrication/Warehousing and Flood Plains, Lowland & Upland Conservancy, and Other Natural Areas (Outlot 2 of Certified Survey Map No. _____), such property bearing Tax Key No. 0951995001, be and the same is hereby recommended for adoption and incorporation into the Comprehensive Master Plan by the Common Council.:

Passed and adopted this 19th day of March, 2020.

FOR THE PLAN COMMISSION OF THE CITY OF PEWAUKEE, WAUKESHA COUNTY, WISCONSIN

ATTEST:

_____
Steve Bierce, Mayor

_____
Kelly Tarczewski, Clerk/Treasurer

CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 20.

DATE: June 1, 2020

DEPARTMENT: Clerk/Treasurer

PROVIDED BY: Magdelene Wagner

SUBJECT:

Discussion and Possible Action Regarding the Oak Peninsula Road Reconstruction and Water Main Extension Project and Associated Public Hearing [Wagner]

BACKGROUND:

The Oak and Peninsula Road Reconstruction and Water Main Extension project is budgeted again for construction this year. In attempting to find a location to hold the public hearing for the project and its assessments, many locations are turning us down due to the potential number of people in attendance.

We have approximately 92 lots within the assessment district. Assuming 2 people per household, we need to potentially accommodate 184 people plus Common Council members and staff. Most locations will not allow over 50 people at this time in their facilities.

While we are also offering a digital format, we need to be able to accommodate everyone for an in-person meeting for the special assessments on the project according to our Attorney.

At the time of the writing of this agenda item, we are waiting for a phone call back from 2 locations. We have also discussed having multiple meeting locations or rooms that we would need to find a way to video share and allow comment at each location.

The project is already on the latest schedule it can be and still be completed this year so we cannot delay the project award (anticipated to be the week of June 22nd) if we want this project completed in 2020.

Other options include delaying the project to 2021 or complete the water main installation and patch the road for 2020 then do the road reconstruction in 2021 (this will increase the water main assessments due to the temporary patch costs). We will also be reaching out to the Attorney to determine if there are other options available that will meet the requirements of the public hearing.

FINANCIAL IMPACT:

Unknown at this time. The City has budgeted $1,130,000 for the road reconstruction, $400,000 for the drainage work, and $600,000 for the water main extension.

RECOMMENDED MOTION: