



City of Fort Atkinson
City Manager's Office
101 N. Main Street
Fort Atkinson, WI 53538

**AMENDED CITY COUNCIL MEETING
IN PERSON AND VIA ZOOM
TUESDAY, MAY 21, 2024 – 7:00 PM
CITY HALL – SECOND FLOOR**

<https://us02web.zoom.us/j/5997866403?pwd=alcreldSbGpNUVl1VnR1RWF5bXovdz09>

Meeting ID: 599 786 6403

Passcode: 53538

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AGENDA

- 1. Call meeting to order**
- 2. Roll call**
- 3. Public Hearings**
- 4. Public Comment:** *The City Council will receive comments from City residents. Comments are generally limited to three minutes per individual. Anyone wishing to speak is required to sign up in advance or state the following items for the record when called upon: name, address, subject matter, and contact information. No action will be taken on any public comments unless the item is also elsewhere on the agenda.*
- 5. Consent Agenda:** *The Consent Agenda outlined below is hereby presented for action by the City Council. Items may be removed from the Consent Agenda on the request of any one Council member. Items not removed may be adopted by one action without debate. Removed items may be taken up either immediately after the Consent Agenda or placed later on the agenda at the discretion of the Council President.*
 - a. Review and possible action relating to the **minutes of the May 7, 2024 City Council**

meeting (Ebbert, Clerk/Treasurer/Finance Director)

- b. Review and possible action relating to the **minutes of the May 13, 2024 Police and Fire Commission meeting** (Ebbert, Clerk/Treasurer/Finance Director)
- c. Review and possible action relating to the **minutes of the May 14, 2024 regular Plan Commission meeting** (Ebbert, Clerk/Treasurer/Finance Director)
- d. Review and possible action relating to **building, plumbing, and electrical permit report for April 2024** (Draeger, Building Inspector/Zoning Administrator)
- e. Review and possible action relating to the City Clerk-issued **License and Permit Report for May 2024** (Ebbert, Clerk/Treasurer/Finance Director)
- f. Review and possible action relating to **City Sewer, Water, and Stormwater Utility Financial Statements** as of April 30, 2024 (Ebbert, Clerk/Treasurer/Finance Director)
- g. Review and possible action relating to **Citizen Appointments** to Committees, Commissions, and Boards (Houseman, City Manager)
- h. Review and possible action on a **Special Event: Fort Atkinson Club Veteran's Regional Benefit**, Saturday, June 22, 2024, from 12 p.m. to 8 p.m.
- i. Review and possible action relating to **Temporary Class "B" Retailer's License** St. Joseph's Catholic Church for use at 1660 Endl Blvd on June 1, 2024. (Ebbert, Clerk/Treasurer/Finance Director)

6. Petitions, Requests, and Communications

- a. Review and possible action relating to proclamation recognizing **Fort Atkinson as the Intersectional Peony City of Wisconsin** (Lee, Museum Director)
- b. Review and possible action relating to the proclamation for **National Public Works Week May 19-25, 2024** in the City of Fort Atkinson (Houseman, City Manager)
- c. Review and possible action relating to a proclamation declaring **May 22, 2024, as Wastewater Professionals Appreciation Day** (Houseman, City Manager)
- d. Review and possible action relating to the proclamation declaring the month of **May as Building Safety Month** in the City of Fort Atkinson (Houseman, City Manager)

7. Resolutions and Ordinances

- a. Review and possible action to approve a **Resolution** authorizing the Department of Public Works application for the Wisconsin Department of Natural Resources Urban Forestry Grant through the Federal Inflation Reduction Act (Williamson, Superintendent of Public Works)

8. Reports of Officers, Boards, and Committees

- a. City Manager's Report (Houseman, City Manager)

- b. Wastewater Utility Phase II Project Completion Summary Report by Kevin Berg, Donohue & Associates (Christensen, Wastewater Utility Superintendent)

9. Unfinished Business

10. New Business

- a. Review and possible action to relating to a request for **Public Monument Review for the Haumerson's Pond accessory structure** (Dayton, Parks and Recreation Director)

11. Miscellaneous

12. Claims, Appropriations and Contract Payments

- a. Review and possible action relating to the **Verified Claims** presented by the Director of Finance and authorization of payment (Ebbert, Clerk/Treasurer/Finance Director)

13. Adjournment

Date Posted: May 17, 2024

CC: City Council; City Staff; City Attorney; News Media; Fort Atkinson School District; Fort Atkinson Chamber of Commerce

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**CITY COUNCIL MEETING
IN PERSON AND VIA ZOOM
TUESDAY, MAY 7, 2024 – 7:00 PM
CITY HALL – SECOND FLOOR**

MINUTES

1. Call meeting to order

President Lescohier called the meeting to order at 7:00 pm.

2. Roll call

Present: Cm. Jaeckel, Cm. Johnson, Cm. Schultz and President Lescohier. Also present: City Manager, City Clerk/Treasurer, City Attorney, City Engineer, Public Works Superintendent, Fire Chief and Wastewater Superintendent.

Cm. Becker joined via zoom at 7:17 pm.

3. Public Hearings

None.

4. Public Comment

Ann Engelman, 428 Sherman Avenue E. Ann recognized April as Poetry Month and acknowledged upcoming events focusing on poetry and arts within our Community.

5. Consent Agenda

Cm. Jaeckel moved, seconded by Cm. Johnson to approve the Consent Agenda as presented. Motion carried.

- a. *Review and possible action relating to the **minutes of the April 16, 2024 regular City Council meeting** (Ebbert, Clerk/Treasurer/Finance Director)*
- b. *Review and possible action relating to the **minutes of the regular April 23, 2024 Plan Commission meeting** (Ebbert, Clerk/Treasurer/Finance Director)*
- c. *Review and possible action relating to the **minutes of the April 25, 2024 Police and Fire Commission** (Ebbert, Clerk/Treasurer/Finance Director)*
- d. *Review and possible action relating to **Citizen Appointments** to Committees, Commissions, and Boards (Houseman, City Manager)*
- e. *Review and possible action relating to **Council Appointments** to Committees, Commissions, and Boards (Lescohier, Council President)*

- f. Review and possible action on a **Special Event: Fort Youth Baseball Pre-Season Invite**, Saturday, May 18, 2024, from 6 a.m. to 8 p.m. and Sunday, May 19, 2024, from 12 to 8:00 p.m.
- g. Review and possible action on a **Special Event: Tour da Goose 2024**, Saturday, June 22, 2024, 9 a.m. to 2:30 p.m. (Ebbert, Clerk/Treasurer/Finance Director)
- h. Review and possible action on a **Special Event: Fort Atkinson Cruise Night – Fort Atkinson Generals**, the 2nd Monday of the month May – September, from 5:30-8:30 p.m.
- i. Review and possible action on a **Special Event: MATC Metal Mania**, May 18, 2024, 11 a.m. – 3 p.m. (Ebbert, Clerk/Treasurer/Finance Director)
- j. Review and possible action on a **Special Event: Hagerty Scott Spoerl Agency – Client Appreciation Car Show** June 1, 2024, 9 a.m. - 3 p.m.

6. Petitions, Requests, and Communications

- a. Review and possible action relating to a proclamation recognizing the **retirement of Debi Hayes** from the City of Fort Atkinson (Houseman, City Manager)
Cm. Schultz moved, seconded by Cm. Jaeckel to approve the Proclamation Recognizing the Retirement of Debi Hayes from the City of Fort Atkinson. Motion carried.
- b. Review and possible action relating to a Proclamation **Recognizing the 55th Annual Professional Municipal Clerks Week** (Houseman, City Manager)
Cm. Johnson moved, seconded by Cm. Jaeckel to approve the Proclamation Recognizing the 55th Annual Professional Municipal Clerks Week as May 5-11, 2024 in the City of Fort Atkinson. Motion carried.
- c. Review and possible action relating to a Proclamation **Recognizing Police Week May 12-18, 2024 and Peace Officers' Memorial Day May 15** (Houseman, City Manager)
Cm. Jaeckel moved, seconded by Cm. Johnson to approve the Proclamation Recognizing Police Week on May 12-18, 2024 and Peace Officer's Memorial Day on May 15 in the City of Fort Atkinson. Motion carried.
- d. Review and possible action on a proclamation recognizing **EMS Week May 19-25, 2024 and International Firefighters Day May 4** in the City of Fort Atkinson (Houseman, City Manager)
Cm. Schultz moved, seconded by Cm. Johnson to approve the Proclamation Recognizing EMS Week as May 19-25, 2024 and International Firefighters Day as May 4, 2024 in the City of Fort Atkinson. Motion carried.
- e. **Economic Development Presentation from Jefferson County Economic Development/ThriveED Executive Director Deb Reinbold**
JCEDC/ThriveEd Executive Director Deb Reinbold provided an Economic Development presentation. No action was taken.

7. Resolutions and Ordinances

None.

8. Reports of Officers, Boards, and Committees

- a. *City Manager's Report (Houseman, City Manager)*
No action was taken.
- b. *Public Works and Parks Operations Project Update (Williamson, Superintendent of Public Works)*
No action was taken.

9. Unfinished Business

None.

10. New Business

- a. *Review and possible action on a contract for **Planning Services for the Janesville Avenue and Downtown Main Street corridors** (Selle, Director of Public Works)*
Engineer Selle discussed that in June 2022, the City put forward two Planning Grant proposals for the Main Street / Downtown Corridor and the Janesville Avenue corridor. Both were awarded: Main Street for \$35,000 (with a \$7,000 City contribution); and Janesville Avenue for \$40,000 (with an \$8,000 City contribution). An RFP was issued in December 2023 for a consultant team to perform this work; and the City selected Vandewalle and Associates along with Strand and Associates. The project requires a 3-party contract between the City, WisDOT, and the Consultant. Drafts were presented to Council for review. The Janesville Avenue corridor is 2.8 miles long. The road section is 4 lanes, 2 in each direction. The ADT is between 6,000 and 10,000, well below the required 20,000 ADT threshold to consider a 4-lane road. The corridor includes parks, a greenway, industrial development, residential development and commercial development. Pedestrian facilities in the form of sidewalks are intermittent along the corridor. The Glacial River Trail runs parallel to the corridor on the west side – as close as 35 feet and as far as 900 feet. The 4-lane highway is not divided and includes intermittent sections of curb and gutter and a legacy rural section with gravel shoulder. The Main Street corridor encompasses the City's historic downtown district. The corridor is approximately 1/2 mile long and includes a block to each side of Main Street as part of the planning area. Main Street also accommodates US Highway 12 through Fort Atkinson and is a connecting highway. The road section is 2 lanes, 1 in each direction. The corridor includes the downtown business district with a blend of retail and office space. Pedestrian facilities in the form of sidewalks are within the corridor but are in need of attention. The corridor has several iterations of street improvements, including light poles, street trees, wayfinding signage, street signals, and other streetscape features that lack cohesion and function. Parking is allowed on both sides of the street. Side streets are in some cases one way and others are two way and include worn sidewalks and few infrastructure "tie-ins" to the

Main Street corridor. Pedestrians within the corridor do not have pedestrian-activated signals for crossing at the four controlled intersections, making Main Street difficult to cross, especially with turning traffic. The City is responsible for 20% of the total project cost, which is \$15,000 total for the two corridor plans. \$45,000 was allocated in the 2022 Capital Improvements Project budget for Janesville Avenue and Main Street corridor planning. The funds were part of the levy-supported CIP. The City Council authorized staff to carry over \$45,000 from 2022 to 2023 and then from 2023 to 2024 for this project. The initial allocation was determined prior to the notice of receipt of the grant funds. Any funds unused for this project at the end of 2024, unless carried over, will return to the General Fund fund balance.

Cm. Schultz moved, seconded by Cm. Johnson to approve the two contracts between WisDOT and Vandewalle and Associates in the amount of \$40,000 for Janesville Avenue and \$35,000 for Main Street, with the City responsible for \$15,000 of the two contracts. Motion carried 5-0.

b. *Review and possible action relating to a **pre-development agreement with Intrepid Investments LLC.** (Houseman, City Manager)*

Manager Houseman discussed the 75 acres of land owned by the City on the northwest side of the City along Banker Road. In January 2024, the Master Development Agreement between the City and Hoffman Development Group/Cedarprise expired. Since that time, several developers indicated they would like to work exclusively with the City during a due diligence period. Staff released a request for proposals in early April with a deadline of April 15th. Staff reviewed the proposal internally, and then met with the developers on April 29th to review and discuss the proposal. From that discussion, the representatives from Intrepid Investments prepared a pre-development agreement outlining a timeline and responsibilities during the pre-development phase of the project. The goal of the pre-development phase is to complete all due diligence relating to the site, and to begin work on one or more project development agreements. Those agreements would likely include requests for tax increment financing as a means to fill the financing gap for multifamily development. The City has borrowed funds through the NAN Series 2024B to construct three public roads, along with water and sewer infrastructure, in this area. The City has contracted with Quam Engineering to design said roads. However, the City does not intend to construct the infrastructure until such time that there is a project development agreement in place. The pre-development agreement does not have financial implications for the City, aside from the staff time necessary to work with the developer on the project. Any additional project development agreements with financial implications will be presented to the City Council for review in the future.

Cm. Jaeckel moved, seconded by Cm. Schultz to approve the Pre-Development Agreement between Intrepid Investments, LLC and the City of Fort Atkinson for the property on the west side of Banker Road and authorize the City Manager to execute. Motion carried 5-0.

c. *Review and possible action related to **Biosolids Storage Tank Cleaning, and Biosolids Disposal Proposals** (Christensen, Wastewater Utility Superintendent)*

Wastewater Superintendent Christensen discussed the A. O. Smith Harvestore biosolids storage tank was installed in 1983. It provides storage for up to 894,000 gallons of liquid biosolids. Two submersible mixers are mounted inside the tank to provide mixing. It was intended to provide primary storage for the biosolids after aerobic digestion. Today, it serves as a backup liquid storage capacity between the aerobic digestion system, and the centrifuge biosolids dewatering system. To maintain the storage tank and mixers, periodic draining and cleaning is required. The tank has a cathodic protection system that uses sacrificial anodes to prevent corrosion. This system needs regular inspection. Maintenance and replacement of the mixers is also much easier while the tank is drained. Four companies were contacted for proposals to clean the storage tank and dispose of the biosolids. Two companies returned proposals. One company visited the site to look at the project but could not perform the biosolids disposal portion of the job. The other company did not respond after several attempts.

Cm. Schultz moved, seconded by Cm. Jaeckel to authorize the cleaning of the biosolids storage tank proposal from Walter and Sons, of Darien, WI be accepted. Staff further recommends use of a pump installed through the top hatch at \$25,000 plus a contingency of \$3,000 to cover up to 20,000 gallons of extra biosolids to be removed, for a total cost of \$28,000. If the truck load out can be used, the actual cost will be less. Motion carried 5-0.

- d. *Review and possible action relating to **Change Order 1 of the Public Works and Parks Operations facility construction contract (Williamson, Superintendent of Public Works)***
Public Works Superintendent Williamson spoke on the January 4, 2024, regular meeting of the City Council when Gilbank Construction was awarded the contract for construction services to build the new Public Works and Parks Operations Facility. Prior to the January 4, 2024, meeting, the City Council approved funding for the construction of the proposed facility through the 2024 capital borrowing process. The January 4th Council approval included 5% (\$577,200) total building construction budget contingency to address items outside the original scope of the construction contract in the amount Change Order #1, included with this memorandum, documents seven items added, changed, or altered to improve the original intended design. Several of these additional items are the result of requested changes by the City to improve stormwater drainage, and to improve the original design to the salt shed. The standby power revisions were no charge to the contract and the extra sensors were a design oversight, added after award of the construction.

Cm. Becker moved, seconded by Cm. Johnson to approve Change Order #1 for the Public Works and Parks Operation Facility contract, in the amount not to exceed \$224,304.87. Motion carried 5-0.

- e. *Review and possible action on a 4.1% **Water Rate Increase Application to the Public Service Commission (Selle, Director of Public Works)***
Engineer Selle discussed that In November 2023, the Council heard a report from Trilogy Inc, tasked with a review of our three utility's rate structures under the expected future operations and capital expenses. The City Council approved increases at that meeting to

the Stormwater and Wastewater Utility rates. The Water Utility rate was suggested to be increased, but the PSC requires the assessment of the previous year's accounting to ensure a rate of return that qualifies the Utility for a simple rate increase. The utility-year-end financials do in fact indicate the Utility is eligible for a simple rate increase through the PSC. Their process requires a public notice, which will be posted on May 10 in the Daily Union and on the City's webpage. Following notice, the increase of 4.1% can be considered by the PSC and generally implemented within 45 days for the public notice posting. The increase will apply to all rates across the board, regardless of the meter size. A copy of the public notice is attached, with a schedule of current and proposed rates. The rate increase has a twofold impact. First, taking advantage of the simple increases staves off the need for significant jumps in rates down the road. Our last rates case was in 2020, approved in 2022. Prior to that it was 2010. The 2020 rate increase funded a dedicated, annual, water main replacement program, now its in third year we have replaced 14,100 LF of main, or just under 3 miles. The simple rate increase will adjust for increased costs in that program as well as operating expenses for the Utility.

Cm. Becker moved, seconded by Cm. Schultz to approve the simple rate case application to the PSC for an increase in water utility rates of 4.1 %. Motion carried 5-0.

*f. Review and possible action relating to approving an **offer to the Town of Ixonia to purchase a "Class B" Intoxicating Liquor License** (Ebbert, Clerk/Treasurer/Finance Director)*

lerk/Treasurer Ebbert referenced 2023 Wisconsin Act 73, which took effect May 1, 2024, amends the Reserve License transfer requirements. Before Act 73, a transfer of a Reserve between two municipalities must “be continuous with, or within two miles of” each other. In 2016, Council authorized the purchase of a Reserve license from Town of Koshkonong under the provisions of a continuous municipality. In 2022, the population increased to allow an additional Reserve license, providing a total of four to be issued. With the adoption of Act 73, the “continuous or two-mile” restriction is removed to allow a transfer between municipalities to be “located in whole or in part in the same county”. Staff reached out to municipalities within Jefferson County inquiring on any available Reserve “Class B” Intoxicating Liquor licenses. The Town of Ixonia confirmed they have a Reserve License that could be considered with approval of the sale of the license from their Town Board.

The purchase of the Reserve license from the Town of Ixonia could be \$10,000 which is not budgeted for 2024. This expense would be offset by the issuance of the Reserve License to an approved applicant for \$10,000. A Reserve license, upon issuance to a licensed facility, has a one-time fee of \$10,000, which is set by State Statute. The recipient of the license would also be required to pay pro-rated alcohol license fees for the remainder of the licensing period. The annual license fee for a “Class B” Intoxicating Liquor license is \$500. If the Town of Ixonia Town Board approves the sale of the license to the City, a process will be designated for those interested in applying for the license.

Cm. Becker moved, seconded by Cm. Schultz to adopt Resolution authorizing the City

Manager to extend an offer of purchase to the Town of Ixonia for a Reserve "Class B" Intoxicating Liquor License not to exceed \$10,000. Motion carried 5-0.

11. Miscellaneous

None.

12. Claims, Appropriations and Contract Payments

- a. Review and possible action relating to the **Verified Claims** presented by the Director of Finance and authorization of payment (Ebbert, Clerk/Treasurer/Finance Director)*
Cm. Schultz moved, seconded by Cm. Jaeckel to approve the list of Verified Claims and authorize payment. Motion carried 5-0.

13. Adjournment

Cm. Schultz moved, seconded by Cm. Becker to adjourn. Meeting adjourned at 9:23 pm.

Respectfully submitted
Michelle Ebbert
City Clerk/Treasurer/Finance Director

Respectfully submitted,
Michelle Ebbert
City Clerk/Treasurer



**POLICE AND FIRE COMMITTEE MEETING
IN PERSON
MONDAY, MAY 13, 2024 – 3:00 PM
CITY HALL – SECOND FLOOR**

MINUTES

1. Call meeting to order

Chairperson Jones called the meeting to order at 3:00 pm.

2. Roll call

Present: Commissioners Hartwick, Raub, Schultz and Chairperson Jones. Also present: City Manager, City Clerk/Treasurer, Fire Chief.

Excused absence: Cm. Turk.

3. Approval of Minutes

*a. Review and possible action relating to the **minutes of the April 25, 2024 Police and Fire Commission meeting.***

Cm. Schultz moved, seconded by Cm. Hartwick to approve the minutes of the April 25, 2024 Police and Fire Commission meeting. Motion carried.

4. New Business

*a. Review and possible action relating to the appointment of the **top candidate for the Division Chief position for the Fort Atkinson Fire/EMS Department (Peterson)***

Chief Peterson discussed the process to fill the position for Division Chief.

Cm. Schultz moved, seconded by Cm. Raub to approve the appointment of the top candidate, Robert Allard, for the Division Chief position for the Fort Atkinson Fire/EMS Department. Motion carried.

*b. Review and possible action relating to the **appointment of the top candidate for the Captain position at the Fort Atkinson Fire/EMS Department (Peterson)***

Cm. Hartwick moved, seconded by Cm. Schultz to approve the appointment of the top candidate, Michael Vorpahl, for the Captain position for the Fort Atkinson Fire/EMS Department. Motion carried.

5. Adjournment

Cm. Schultz moved, seconded by Cm. Hartwick to adjourn. Meeting adjourned at 3:11 pm.

Respectfully submitted

Michelle Ebbert

City Clerk/Treasurer/Finance Director



**PLAN COMMISSION MEETING
IN PERSON AND VIA ZOOM
TUESDAY, MAY 14, 2024 – 4:00 PM
CITY HALL – SECOND FLOOR**

MINUTES

1. Call meeting to order

Chairperson Manager Houseman called the meeting to order at 4:00 pm.

2. Roll call

Present: Commissioners Gray, Kessenich, Shull, Engineer Selle and Manager Houseman. Excused absence: Commissioner Highfield, Councilperson Schultz. Also present: City Clerk/Treasurer, City Attorney, Park & Recreation Director and Building Inspector.

3. New Business

a. Review and possible action relating to the *minutes of the April 23, 2024 regular Plan Commission meeting*

Gray moved, seconded by Selle to approve the minutes of the April 23, 2024 regular Plan Commission meeting. Motion carried.

b. Review and possible recommendation to City Council relating to a request for *Public Monument Review for the Haumerson's Pond accessory structure* (Dayton, Parks and Recreation Director) (PMR-2024-01)

Director Dayton discussed how the Parks and Recreation Department has collaborated with the Friends of Haumerson's Pond (FHP) in regard to the facilities at the Bark River Nature Park (Haumerson's Pond). Most recently, the proposal for a new storage and concessions building was presented to the Planning Commission on April 11, 2023, as part of a Request for Resolution Recommendation. This step was necessitated by the Wisconsin Department of Natural Resources (DNR) to fulfill the Knowles-Nelson Stewardship grant application requirements. Subsequently, on April 18, 2023, the City Council endorsed Resolution No.1399 in favor of the city entering an Agreement/Contract with cost-sharing grant assistance from the DNR. On January 5, 2024, the City received confirmation of being awarded \$100,000 from the DNR Knowles-Nelson Stewardship grant program, representing a 50% matching funds grant. The remaining project costs are being covered by contributions from the Friends of Haumerson's Pond (FHP) and the Fort Atkinson Community Foundation. The project is currently budgeted at around \$200,000.

After securing the DNR grant, City staff have been actively engaged with the Friends of Haumerson's Pond (FHP) to develop the design for a multi-use storage/concession building and to fulfill all requirements for the Public Monument/Building Review application. City staff is requesting approval of the site plan and building design through the Public Monument/Building Review process.

Dayton explained that the proposed building measures 26'x 44' including a 24'x 24' open air timber frame shelter. The enclosed garage space will serve as essential storage for many items needed to run the operations at the park, including snow removal equipment, hockey equipment, donated skates, items for two large events, ten tables, fifty-five chairs, church pews, rubber mats, three panels of chain link security fence for flood openings, and small hand tools. In addition to the storage component, there is a concessions window within the shelter area. The idea behind the concessions window is to offer skate rentals through 2 Rivers, collect donations for events, and to add to the amenities when the shelter is rented for use as a serving area. Additionally, the plan includes a proposed wood-fire pizza oven that would utilize the concessions window during events held at the park. An outdoor drinking fountain, including a dog water bowl, has also been included in the site plan. In addition to the grant mentioned above, on April 26, 2022, the Friends of Haumerson's Pond was awarded a matching challenge grant through the Fort Atkinson Community Foundation of \$45,000 to help build a storage/concession building for use at Haumerson's Pond. Additional funding beyond the matching grants will be provided by the Friends of Haumerson's Pond. The project will be publicly bid and overseen by City staff. The FHP organization will be managing and donating the timber frame portion of the project as their contribution.

Gray moved, seconded by Kessenich to application and recommend that the City Council approve this request for a Public Monument/Building Review. Motion carried.

c. *Review and possible action on a **Special Area Design Review for signage at McGee's Chicken** located at 122 N. Main St. (Draeger, Building Inspector/Zoning Administrator) (SADR-2024-02)*

Inspector Draeger presented the property at 122 N. Main Street, a building that has seen its commercial space sitting empty for a number of years. Before becoming vacant, the property was home to a restaurant for many years. McGee's Chicken is the tenant of the first floor commercial space and is currently renovating the restaurant. The proposed signage consists of a new internally lit sign featuring McGee's franchise font and design. The existing facade will be painted to compliment the building as well as the new sign. The proposed painting and the new sign have been approved by the Historic Preservation Committee. The proposed wall sign meets the requirements of the City's ordinances. The City's Management Team has reviewed the application and all comments have been included within this document. There is an existing protruding sign that has been unused for several years. The sign has not been maintained and is no longer permitted. Section 15.09.37(1)a. States "at 60 days of vacancy, nonconforming signs shall lose their legal nonconforming status". Commission continued discussion confirming the facade, existing

conditions, colors and the enhancement proposed.

Gray moved, seconded by Selle to approve the Special Area Design Review for signage at McGee's Chicken as proposed contingent on the removal of the unused non-conforming protruding sign currently on the building. Motion carried.

4. Adjournment

Gray moved, seconded by Kessenich to adjourn. Meeting adjourned at 4:32 pm.

Respectfully submitted

Michelle Ebbert

City Clerk/Treasurer/Finance Director



Permit Report

04/01/2024 - 04/30/2024

Permit Date	Permit #	Permit Location	Owner Name	Permit Type	Permit Description	Estimated Project Cost	Total Fees
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Group: Add/Alter Commercial

4/23/2024	24249	611 E Sherman Ave	Fort HealthCare, Inc.	Add/Alter Commercial	Renovations on 1st, 2nd & 3rd floors, mechanical & electrical upgrades, fire alarm system upgrade, exterior improvements	8,180,239	\$22,602.70
							\$22,602.70

Group Total: 1

Group: Deck

4/25/2024	24261	1200 Jefferson St	Jeff Spangler	Deck	Adding a ramp	6,000	\$64.00
4/24/2024	24254	29 W Sherman Ave	Bekim Lumami	Deck	COMMERCIAL Attached 5x4 back deck with stairs. 63" elevation. Aluminum railing, Composite decking, Joist 12" O.C.	1,500	
4/9/2024	24224	1523 Lena Ln	Ryan Johnson	Deck	12x20 deck with landing and stairs	6,000	\$130.00
							\$194.00

Group Total: 3

Group: Electrical

4/29/2024	24266	120 N Main St	Justin Gorman	Electrical	4 outlets and wiring for new exhaust hood.	0	\$53.00
4/26/2024	24264	101 Wilson Ave	Carolee Holtan	Electrical	Roof Mounted PV Solar	13,288	\$70.00

					Installation; 24 Panels		
4/26/2024	24263	1111 Erick St	Mark Chapman	Electrical	Roof Mount Solar System	30,000	\$70.00
4/17/2024	24239	817 Edgewater Rd	Dave Dobson	Electrical	GENERATOR and Electrical Panel replacement	5,500	\$80.00
4/17/2024	24238	1633 Montclair Pl	Roxolid Creations LLC	Electrical	new single family electrical	12,000	\$225.00
4/11/2024	24230	201 S Main St	Paddy Shack	Electrical	Remodel	121,000	\$213.75
4/10/2024	24227	1320 Riverside Dr	312 Properties	Electrical	electrical work	30,000	\$465.00
4/5/2024	24216	321 Robert St.	Carl Wallace / John Wallace son	Electrical	200 amp service upgrade	2,000	\$70.00
4/5/2024	24215	1607 Jamesway	Cheryl Feller	Electrical	Generator Installation	12,668	\$80.00
4/1/2024	24210		Matthew Armstrong	Electrical	Lighting/power improvements 1st and 2nd floor areas-replacement of electrical panels.	9,000	\$124.00
							\$1,450.75

Group Total: 10

Group: Fence

4/30/2024	24288	605 Monroe St.	Wendy Behselich	Fence	6ft vinyl fence in backyard	2,000	\$85.00
4/24/2024	24259	1333 Jamesway	Kalei Meyer & Seth Lay	Fence	Permanent vinyl fence in backyard	14,605	\$85.00
4/24/2024	24257	415 Mechanic St	Ashley Nysted	Fence	Install 6' Trex Fence	8,000	\$85.00
4/24/2024	24251	224 Wollet Dr	Saraliz Jimenez	Fence	5 Ft Chain Link fence in back and side yard.	11,809	\$85.00
4/17/2024	24240	1312 Erick St	Nicholas Rueth	Fence	Wood privacy fence in rear yard	2,000	\$85.00
4/16/2024	24236	1717 Montclair Pl	Todd wileman	Fence	Dog fence/ wood in back yard	4,000	\$85.00
4/9/2024	24226	1307 Montclair Pl	Edward and Carissa Davis	Fence	Back Privacy Fence	10,998	\$85.00

4/5/2024	24214	511 Shah Ave	Kari Kuffer	Fence	6 foot wood privacy fence	5,000	\$85.00
4/1/2024	24212	1614 Stacy Ln	Mark Catton	Fence	New 6' vinyl privacy fence in backyard	11,568	\$85.00
							\$765.00

Group Total: 9

Group: HVAC

4/30/2024	24298		HONEYCOMB SALON	HVAC	REPLACE FURNACE AND A/C	0	
4/30/2024	24297		BARB PERNACCIARO	HVAC	REPLACE A/C	0	
4/30/2024	24296		AMERICAN LEGION DUGOUT POST 166	HVAC	REPLACE FURNACE AND A/C	0	
4/30/2024	24295		GREG SWINGEN	HVAC	REPLACE A/C	0	
4/30/2024	24294		ANN KOTZ	HVAC	REPLACE FURNACE AND A/C	0	
4/30/2024	24293		MARDALE MATTHIESEN	HVAC	REPLACE A/C	0	
4/30/2024	24292		MARK HOLCOMB	HVAC	REPLACE A/C	0	
4/30/2024	24291		CHRIS STRANG	HVAC	REPLACE FURNACE	0	
4/30/2024	24290		TRINITY CHURCH	HVAC	REPLACE A/C AND AIR HANDLER	0	
4/30/2024	24289		BRADY HANS	HVAC	REPLACE A/C	0	
4/30/2024	24287		PATTI FOLK	HVAC	REPLACE FURNACE AND A/C	0	
4/30/2024	24286		GAIL WESTPHALL	HVAC	REPLACE A/C	0	
4/30/2024	24285		AUSTIN ARMSTRONG	HVAC	REPLACE A/C	0	
4/30/2024	24284		VICTOR TORRES	HVAC	REPLACE FURNACE AND A/C	0	
4/30/2024	24283		TERRY TURK	HVAC	REPLACE FURNACE	0	
4/30/2024	24282		LISA SCHNEIDER	HVAC	REPLACE A/C	0	

4/30/2024	24281		JOYCE TOMLINSON	HVAC	REPLACE FURNACE	0	
4/30/2024	24280		DJ SCULLIN	HVAC	REPLACE FURNACE AND A/C	0	
4/30/2024	24279		JEFF HOTTMAN	HVAC	REPLACE A/C	0	
4/30/2024	24278		SUSAN BRADLEY	HVAC	REPLACE FURNACE	0	
4/30/2024	24276		BARN CONGDON	HVAC	REPLACE A/C	0	
4/30/2024	24275		DAVE BOIE	HVAC	REPLACE FURNACE	0	
4/30/2024	24274		KEVIN MICHEL	HVAC	REPLACE FURNACE AND A/C	0	
4/30/2024	24273		PAUL REDENIUS	HVAC	REPLACE FURNACE AND A/C	0	
4/30/2024	24272		DEAN TROST	HVAC	REPLACE FURNACE	0	
4/30/2024	24271		DAVE NOWOTNY	HVAC	REPLACE FURNACE AND A/C	0	
4/30/2024	24270		W&A DISTRIBUTION	HVAC	REPLACE FURNACE AND A/C	0	
4/30/2024	24269		CHRISTINE AULRICH	HVAC	REPLACE FURNACE	0	
4/30/2024	24268		AMI DORTCH	HVAC	REPLACE FURNACE	0	
4/30/2024	24267		STEVE KEMNA	HVAC	FURNACE REPLACEMENT	0	
4/8/2024	24220	903 W Cramer St	Ryan Brockman	HVAC	Replace Furnace and Heat Pump	13,646	\$85.00
4/8/2024	24219	826 Messmer St	MICHAEL ROBL	HVAC	REPLACING EXISTING FURNACE AND AC	20,252	\$105.00
4/1/2024	24211	332 Merchants Ave	Jerry Walls	HVAC	Replace boiler	0	\$60.00
4/1/2024	24209	1122 N High St	Beth Bull	HVAC	Master Suite	3,500	\$110.00
							\$360.00

Group Total: 34

Group: Other

4/23/2024	24250	210 W Milwaukee Ave	FORT HEALTHCARE INC.	Other	4 new sign faces at and on existing places	6,000	\$255.00
4/9/2024	24223	408 S Main St	Vickie Leistner	Other	Kitchen remodel	4,000	\$60.00
4/8/2024	24218	106 E Blackhawk Dr	AT&T C/O JACOBS TELECOM	Other	EXISTING CELL TOWER EQUIPMENT MAINTENANCE/UPGRADES	20,000	\$285.00
							\$600.00

Group Total: 3

Group: Plumbing

4/19/2024	24245	825 Lexington Blvd Unit 1	Becker Trust	Plumbing	interior alteration	0	\$41.00
4/9/2024	24225	414 McComb St	Pat Kanarowski	Plumbing	Water and Sewer Laterals in the ROW	0	\$235.00
4/9/2024	24222	204 S Water St E	Marilyn Krause	Plumbing	Replace Water Heater	0	\$41.00
4/2/2024	24213	1442 Lakeview Dr	Joseph Salamone	Plumbing	sewer & water lateral	1	\$385.00
							\$702.00

Group Total: 4

Group: Right of Way Opening Permit

4/30/2024	24277	1633 Montclair Pl	WE Energies	Right of Way Opening Permit	WR 4978172 New Gas Service	0	\$50.00
4/24/2024	24256	1501 Montclair Pl	Virginia Wasson	Right of Way Opening Permit		0	\$50.00
4/22/2024	24247	339 Merchants Ave	Kate Paddock	Right of Way Opening Permit	sidewalk	0	\$50.00
4/19/2024	24244	1217 Talcott St	Joseph A Bies	Right of Way Opening Permit	WR 4970645 Replace Gas Service	0	\$50.00
4/19/2024	24243	510 Jones Ave	Jones Dairy Farm	Right of Way Opening Permit	WR 4976549, Rewire Electric Service and replace Pole	0	\$50.00
4/19/2024	24242	98 Jackson St	Raymond Gerstner	Right of Way Opening Permit	WR 4981009, Gas Service Replacement	0	\$50.00

4/19/2024	24241	827 Banker Rd	MATC	Right of Way Opening Permit	Parking Lot improvements	500,000	\$50.00
4/17/2024	24237	101 S Water St	A02KKZZ	Right of Way Opening Permit	Expose existing 4" conduit, 2' south of MH. Place new 2" conduit W then N, as shown on attached print	0	
4/11/2024	24232	201 S Water St	A02G27V	Right of Way Opening Permit	Open MH, place new fiber inside existing innerduct to pole P.201. Place dig pit to locate conduit. Fiber will riser down pole P.37 to existing conduit. Only ground to be disturbed is at P.201.	0	
4/11/2024	24231	104 Grant St	A02SPW2	Right of Way Opening Permit	Intercept existing innerduct, bore and place 1-2" innerduct ~80' from bore pit, cut and restore sidewalk panel	0	\$50.00
4/10/2024	24228	414 McComb St.	Patrick Kanarowski	Right of Way Opening Permit	Sewer Lateral-Right of Way	0	\$50.00
4/8/2024	24221	214 s Main St	Andrew Logan	Right of Way Opening Permit	Sandblasting building needs parking spaces	0	\$50.00
							\$500.00

Group Total: 12

Group: Shed

4/24/2024	24253	311 Garfield st	Pamela Wheeler	Shed	Garden Shed	1,000	\$90.00
4/15/2024	24234	1112 W Cramer St	Larry Flessert	Shed	New Accessory Building	48,735	\$179.00
							\$269.00

Group Total: 2

Group: Sign

4/23/2024	24248	1530 Doris Dr	Garrison Holdings LLC	Sign	Replace sign faces of	2,540	\$145.00
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					monument sign and group sign		
							\$145.00

Group Total: 1

Group: Single Family Alteration/Addition

4/24/2024	24252	504 Monroe St	Eric Pelletier	Single Family Alteration/Addition	23x13 Addition	18,000	
4/19/2024	24246	425 Raintree Dr	Douglas F Hustedt	Single Family Alteration/Addition	Full Deck Replacement	24,000	\$164.00
4/15/2024	24235	1111 Erick St	Mark Chapman	Single Family Alteration/Addition	Roof Mount Solar System	30,000	\$335.00
4/5/2024	24217	101 Wilson Ave	Carolee Holtan	Single Family Alteration/Addition	Roof Mounted PV Solar Installation; 24 Panels	13,288	\$165.00
							\$664.00

Group Total: 4

Group: Zoning

4/25/2024	24260	10 Madison Ave	NIemann Ace	Zoning	Seasonal retail green house	10,000	\$135.00
							\$135.00

Group Total: 1

							\$28,387.45
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Total Records: 84

5/6/2024



Jedidiah Draeger
Building Inspector/Zoning Administrator



MEMORANDUM

DATE: May 21, 2024

TO: Fort Atkinson City Council

FROM: Michelle Ebbert, Clerk/Treasurer/Finance Director

RE: Review and possible action relating to the City Clerk-issued License and Permit Report for May 2024 (Ebbert, Clerk/Treasurer/Finance Director)

BACKGROUND

The following is a list of the Licenses and Permits issued by the City Clerk for the period of April 16, 2024 through May 21, 2024 per the City of Fort Atkinson Municipal Code of Ordinances.

DISCUSSION

BEEKEEPING

None

OPERATOR

Licensing Period – July 1, 2024 – June 30, 2026

Applicant		Place of Employment	Recommended Approval by Fort Atkinson Police Department	Cost
John	Kammer Jr.	Bienfang's	Y	\$30
Jennifer	Oas	Proof	Y	\$30
Laura	Woods	The Creamery	Y	\$30
Joshua	Smith	Generals	Y	\$30
Angela	Henze	Rock River Lanes	Y	\$30
Jason	Henze	Rock River Lanes	Y	\$30
Brodi	Kozak	Festival Foods	Y	\$30
Thomas	Bergman	Festival Foods	Y	\$30
Jodi	Black	Pick N Save	Y	\$40
Kimmy	Schollmeyer	Pick N Save	Y	\$30
Heather	Hake	Pick N Save	Y	\$30
Kurt	Yaeger	Pick N Save	Y	\$40
Peggy	Bermann	Pick N Save	Y	\$30
Siphan	Getchell	Pick N Save	Y	\$30

Karl	Wetzel	Pick N Save	Y	\$30
Lilly	Castro	Pick N Save	Y	\$40
Kellie	Todd	Pick N Save	Y	\$40
Emily	Herfel	Pick N Save	Y	\$40
Cheryl	Charland	Pick N Save	Y	\$40
Michael	Baker	FA Gas	Y	\$30
Bobbi	Zimmerman	American Legion	Y	\$30
Tammy	Kingston	Soup's On	Y	\$30
Patricia	Bolton	Open	Y	\$30
Thomas	Freeman	American Legion	Y	\$30
Ashlyn	Hooper	Tavern on Rock	Y	\$30
Rosemary	Rice	American Legion	Y	\$30
Todd	Brom	Bienfang's	Y	\$30
Wesley	Gordon II	Lion's Club	Y	\$30
Kerry	Jahnke	American Legion	Y	\$30
Mara	McGlynn	Brocks	Y	\$30
Sara	Lembrich	Fat Boyz	Y	\$30
Joel	Osmundson	American Legion	Y	\$30
Karen	Granzow	Pick N Save	Y	\$30
Terry	Payne	Pick N Save	Y	\$40
Shelia	Mishleau	Kwik Trip #439	Y	\$30
Debra	Satterlee	Kwik Trip #439	Y	\$30
Doug	Yandry	Soups	Y	\$30
Pamela	Yandry	Rock River Lanes	Y	\$30
Maria	Bertucci-Aslani	Brickhouse	Y	\$30
Richard	Kessenich	Fort Aktinson Club	Y	\$30
Mary	Hookstead	Kwik Trip #439	Y	\$30
Chassidy	Sou	Pick N Save	Y	\$40
Maria	Borzick	Pick N Save	Y	\$40
Ann	Bemis	Fort Aktinson Club	Y	\$40
Dennis	Geszvain	Café Carpe	Y	\$30
Joshua	Bennett	Generals	Y	\$30
Bhikhubi	Patel	FA Gas	Y	\$30
Deanna	Carothers	Bienfang's	Y	\$30
Gregory	Stahl	Creamery 201	Y	\$30
Susan	Teubert	American Legion	Y	\$30
Teri	Wegner	Kwik Trip #439	Y	\$30
Amy	Root	Blodgett	Y	\$30
Laura	Latsch	Blodgett	Y	\$30
Angela	Franks	Mr Brews	Y	\$30
Deborah	Kenseth	Open	Y	\$30
Elizabeth	Godkin	10-62/Paddys	Y	\$30
Cassidy	Clark	Kwik Trip #439	Y	\$30
Troy	Enger	Generals	Y	\$40

Taneah	Bruce	Proof	Y	\$30
Geraldine	Lodl	Open	Y	\$30
Kiara	Olson	Kwik Trip #439	Y	\$30
Jim	Glynn	Lions	Y	\$30
Gary	Moen	Lions	Y	\$30
Gordon	Day Jr	Lions	Y	\$30
Samuel	Hartwick	Generals	Y	\$30
Laurie	Halverson	American Legion	Y	\$30
Michelle	Ebbert	Lions	Y	\$30
John	Anderson	Lions	Y	\$30
Amanda	Bastien	Generals	Y	\$30
Daniel	Allard	Generals	Y	\$30
Alice	Kvalheim	Open	Y	\$30
Jennifer	Seisser	Bienfang's	Y	\$30
Sara	Boney	Mangiami Italiano	Y	\$30
Susan	Koepke	Generals	Y	\$30
Norman	Hartwig	None	Y	\$30
Faith	Elford	American Legion	Y	\$30
Victoria	Cook	Pick N Save	Y	\$40
Jacob	Yandry	Rock River Lanes & Generals	Y	\$30
Timothy	Garant	Generals	Y	\$30
Taylor	Allard	Generals	Y	\$30
Lori	Becker	McGraths	Y	\$30
Bailey	Behm	Salamone's	Y	\$30
James	Rodriguez	Kwik Trip #439	Y	\$30
Michele	Scolman- Heizmann	Beauty and the Bean	Y	\$30
Tammie	Schenck	Kwik Trip	Y	\$30
Bryanna	Duddeck	Proof	Y	\$30
Destiny	Schultz	Soup's On	Y	\$30
Brooke	Zimmerman	Soup's On	Y	\$30
Kandi	Starkey	Soup's On	Y	\$30
Tonia	Grossman	Soup's On	Y	\$30
Tammy	Wells	Soup's On	Y	\$30
Lisa	Beach	Soup's On	Y	\$30
Cassidy	Spies	Soup's On	Y	\$30
Trista	Taylor	Soup's On	Y	\$30
Hailley	Kamppi	Riverstone Premier	Y	\$30
Audrey	Nault-Postel	Fort Atkinson Club	Y	\$30
Thomas	Emrick	Lions	Y	\$30
Sadie	Klitzke	N/A	Y	\$30
Elizabeth	Ehrke	Creamery 201	Y	\$30
Rochelle	Roller	Fireside	Y	\$30

Taryn	Brand	Fireside	Y	\$30
Wendy	Janecek	Fireside	Y	\$30
Chris	Ott	Fireside	Y	\$30
Scott	Fritsche	Fireside	Y	\$30
Michelle	Young	Fat Boyz	Y	\$30
Robert	Stine	Lions	Y	\$30
Kristine	Spalliero	Fat Boyz	Y	\$30
Janice	Brockmann	Lions	Y	\$30
Gerald	Fitzgerald	Paddys & 10-62	Y	\$30
Daniel	Cooke	Kwik Trip #439	Y	\$30
Melissa	Nelson	American Legion	Y	\$15
Russell	Turk	Lions	Y	\$30
Rebecca	Stoker	N/A	Y	\$30
Dean	Hanke	Lions	Y	\$30
Timothy	Behselich	Bienfang's	Y	\$30
Lisa	Behselich	Bienfang's	Y	\$30
Brian	Frohman	Bienfang's	Y	\$30

MOBILE MERCHANT

Harold	Schroeder	Verlo Parking lot: 245 N Main St	Y	\$50
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DOOR-TO-DOOR RESIDENTIAL / DIRECT SELLER

None

FINANCIAL ANALYSIS

In accordance with the City's Ordinances and Fee Schedule, a total \$4005 was collected for licenses and permits.

RECOMMENDATION

These licenses have been issued by the City Clerk's Office in accordance with the City's Ordinances. No further action by the City Council is necessary.

ATTACHMENTS

None



MEMORANDUM

DATE: May 21, 2024

TO: Fort Atkinson City Council

FROM: Rebecca Houseman, City Manager

RE: Review and possible action relating to Citizen Appointments to Committees, Commissions, and Boards (Houseman, City Manager)

BACKGROUND

The City has a wide variety of Committees, Commissions, and Boards made up of citizens, staff, and elected officials. Some of these groups are outlined in the City's Ordinances. Most often, the City Manager is responsible for appointing citizen members, subject to approval by the City Council. Similarly, in most cases, the Council President is responsible for appointing Council members to these groups.

DISCUSSION

The following citizen members are eligible for appointment or reappointment to the Committees, Commissions, and Boards below for the terms indicated:

Library Board

- Mike Wallace for a three year term ending in 2027
- Rebecca Paulraj for the remainder of a term ending in 2025
- Lori Compass for the remainder of a term ending in 2026

Plan Commission

- Shannon Hough for a three year term ending in 2027

Note the following vacancies for citizens on City Commissions, Committees, and Boards:

- Airport Committee (one seat)
- Board of Zoning Appeals (two seats)
- Cable Television Committee (one seat)
- Economic Development Commission (one seat)

- Parks and Recreation Advisory Committee (one seat)

Staff continues to work on filing these vacancies and encourages members of the public to submit an [application](#) to serve if interested.

FINANCIAL ANALYSIS

The appointments of citizens to these Committees, Commissions, and Boards is not expected to impact the City financially.

RECOMMENDATION

Staff recommends that the City Council confirm the appointments listed in this memo through the Consent Agenda.

ATTACHMENTS

None



MEMORANDUM

DATE: May 21, 2024

TO: Fort Atkinson City Council

FROM: Michelle Ebbert, Clerk/Treasurer/Finance Director

RE: Review and possible action on a Special Event: Fort Atkinson Club Veteran's Regional Benefit, Saturday, June 22, 2024, from 12 p.m. to 8 p.m.

BACKGROUND

The City of Fort Atkinson is committed to supporting quality special events throughout the community. The Special Event Guide and Application was created to assist with planning events in the city and to allow appropriate contact information be obtained and forwarded to Departments. The planning guide is designed to assist members of the community in the planning, preparation and running of events and programs in Fort Atkinson.

The Special Event Guide defines a special event as a planned extraordinary occurrence or temporary aggregation of attractions, open to the public, that (a) is conducted on public property, (b) is conducted on private property and has a substantial impact on public property, (c) has activities that request special temporary licenses; or (d) require special city services, whether open to the public or not, including but not limited to, any of the following: street closures, provisions of barricades, garbage cans, stages or special no parking signs, special electrical services, or special police protection. Special events include, but not limited to, neighborhood and community festivals, parades, processions, fairs, and bicycle or foot races.

DISCUSSION

Fort Atkinson Club (FAC)

Event: Veteran's Regional Benefit Expo

Dates and Hours of Event: Saturday, June 22, 2024, 12 p.m. – 8 p.m.

Set up: 10 a.m. – 12 p.m.

Location: Fort Atkinson Club, American Legion, and RV parked outside the Fort Atkinson Club

Contact Person: Haley Speer, haley@fortatkinsonclub.org

Estimated Number of Attendees: 200-300

FINANCIAL ANALYSIS

There is no financial impact to the City of Fort Atkinson for the event.

RECOMMENDATION

Staff recommends that City Council approve the Fort Atkinson Club Veteran's Regional Benefit Expo on June 22, 2024 at the Fort Atkinson Club.

ATTACHMENTS

1. 2024VetsExpo_SpecialEventApplication
2. 2024VetsExpo_SpecialEventApplication_MAP



Name of Business/Group Organizing Event: Wisconsin Dept of Veterans Affairs, Jefferson County Veterans Service Office, and Fort Atkinson Club

Phone Number:

Day of Event Contact Person (if different from above):

Phone:

Email:

Event Name: Veterans Regional Benefit Expo

Event Location: **Fort Atkinson Club and The Legion**

Estimated Number of Attendees: 200 - 300

Hours of Event: 8 hours

Event Setup Time: 10:00 am (indoors), later outdoors given farmers market

Event Tear Down Time: 8:15pm

Event Description: Veterans Regional Expo on Saturday, June 22, 2024. Veterans in the area have opportunity to connect to resources and services. (health, finance, caregiving, outreach, educational, etc.) Event will start at 12:00pm. Starting at 5:00pm we will have a social on the Fort Atkinson Club patio until 8:00pm. There will be a band. The services will be available in both Fort Atkinson Club and Legion. We will have an RV parked in front of the FAC for one of the mobile services available. We will need parking spots blocked off ahead of time. There is currently not an agenda available online but this was the event last year. <https://jeffersoncountyvets.org/2023-veterans-regional-benefit-expo/>

Goal/Purpose of Event: Goal of the event is to support veterans and give them the opportunity to the resources we can provide at the event. (health, finance, caregiving, outreach, educational, etc.)

Attach a map of the event including:

Designated parking areas and available number of spaces*, directional signage for events (i.e. parking guidance), pedestrian street crossing locations, location of any traffic control barricades or personnel to ensure safe coordination of vehicles and pedestrians

** If limited parking available, provide proof of permission from neighboring businesses/property to utilize their parking*

Check all applicable boxes:

	I am renting a city park
--	--------------------------

Attach copy of paid park rental from Parks & Recreation Department. Equipment rentals are reservable through the Parks & Recreation office 920-397-9910. You are responsible for picking up, setting up, tearing down, and return of equipment. Each park is equipped with picnic tables and garbage/recycling receptacles, and additional are available upon request. If additional cans are requested, the event coordinator will need to pick up additional can liners from Park & Recreation office. The event coordinator is responsible for trash and recycling disposal. If there is no dumpster on site, a dumpster may be required and is the responsibility of the event coordinator.

	I am renting city equipment
--	-----------------------------

Please secure and submit payment for requested equipment prior to submitting Special Event Application.
*Attach a map with a location for drop off of equipment with this application.

8' white plastic table (43 available; \$4.50/each) Qty _____

Metal folding chair (190 available; \$0.75/each) Qty _____

Additional Picnic Table (\$15/each; includes delivery & pick up)* Qty _____

Additional Garbage/Recycling Can* Qty _____

Barricades* Qty _____

Traffic Cones* Qty _____

Electrical Access

The City Electrician may reach out to you to address any needs/concerns.

Please specify if you have any requests or requirements beyond current access:

☐	I will be having music	(Per City Ordinance 17.03) no person shall cause or allow loud, excessive or unusual noise that will disturb the comfort and quiet repose of persons in the vicinity. All music shall terminate as of 10:00 p.m. City noise ordinance must be followed
		Start Time of Music: 5:00 pm End Time of Music: 8:00 pm
☐	I will be closing a street(s)*	Barricades can be provided by Public Works upon request <i>* Provide proof of permission from neighboring businesses/properties if street closure impacts daily activity</i>
☐	I will be selling beer and/or wine*	Alcohol license and licensed bartender(s) required. Contact City Clerk (920) 397-9901 prior to submitting this application. <i>*Restroom Plan also required with sales of beer and/or wine. Refer to the Special Event Guide.</i>
☐	I will be erecting a tent, canopy or other temporary structure.*	 <i>*Event coordinator is responsible for ensuring that the temporary structure is safely installed. Event Coordinator is required to contact Diggers Hotline at least 4 business days prior to the event. Diggershotline.com, 1-800-242-8511</i>
☐	I am having a walk/race*	<i>*See map instructions above. In addition to the previously listed map requirements, clearly mark your walk/race route on the map.</i>
By signing, I agree to the following statements: I understand I am responsible for a fire safety and medical plan. I understand it is my responsibility to read the Special Events Guide. I understand I may be required to provide Proof of Insurance. I understand that I may need to contact multiple Departments to arrange for assistance. I understand I am responsible for timely clean up after the event. I understand that additional charges may apply and that I can be billed after my event. Responsible Party Signature: <u>Haley Speer</u> Submission Date: 05/02/24 For Office Use Only: Date Received: _____ Date Paid: _____ Council Approval / Denial Date: _____ Date applicant notified of Council action and any event stipulations: _____ Event Stipulations:		

**Requested space to be closed
(Eight parking spaces)**

**Requested date and time for
blocking off parking spots:**

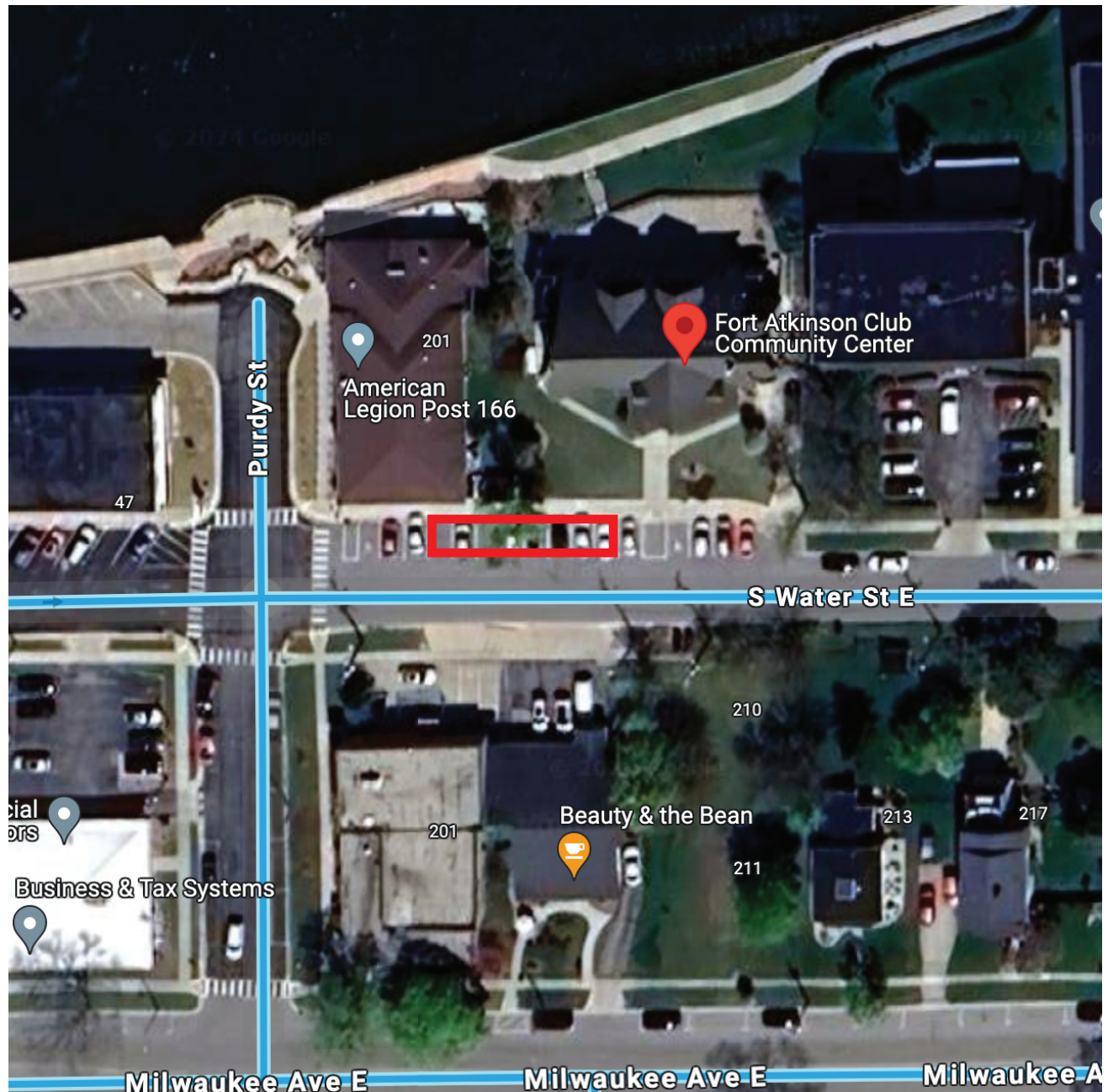
Saturday, June 29, 2024
12:00 - 5:00 pm

Reason for request:

An RV will be parked here (a mobile service). I am guessing the RV will take up about six spots and we will want more for safety of pedestrians.

Parking:

- Public parking lots
- Street parking
- Permission from Business & Tax Systems and Financial Impact Advisors
- Permission from Beauty and the Bean (after hours)



Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00

☐ Town ☐ Village ☒ City of Fort Atkinson

Application Date: 5-15-24
County of Jefferson

The named organization applies for: (check appropriate box(es).)

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☐ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 6-1-24 and ending 6-1-24 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

- ☐ Bona fide Club ☒ Church ☐ Lodge/Society
☐ Veteran's Organization ☐ Fair Association or Agricultural Society
☐ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name ST. JOSEPH CATHOLIC CHURCH

(b) Address 1660 ENDL BLVD
(Street)

☐ Town ☐ Village ☒ City

(c) Date organized 1884

(d) If corporation, give date of incorporation _____

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

(f) Names and addresses of all officers:

President JOE HESS W6272 APPLE LN

Vice President ANDREW KOETTLER 312 MAPLE ST.

Secretary GARY ROMENS 521 N. MAIN ST.

Treasurer LOU LARSEN 1001 MCCOY PARK RD

(g) Name and address of manager or person in charge of affair: ANDREW KOETTLER
312 MAPLE ST. FT. ATKINSON, WI 53538

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 1660 ENDL BLVD

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? PART

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: PARISH HALL

3. Name of Event

(a) List name of the event KNIGHTS OF COLUMBUS SPEGHETTI DINNER

(b) Dates of event JUNE 1, 2024

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer

5.15.24
(Signature / Date)

KNIGHTS OF COLUMBUS
(Name of Organization)

Date Filed with Clerk 5-15-2024

Date Reported to Council or Board 5-21-2024

Date Granted by Council _____

License No. _____



MEMORANDUM

DATE: May 21, 2024

TO: Fort Atkinson City Council

FROM: Merrilee Lee, Museum Director

RE: Review and possible action relating to proclamation recognizing Fort Atkinson as the Intersectional Peony City of Wisconsin (Lee, Museum Director)

BACKGROUND

Since 2012, Fort Atkinson has been proclaimed by the State of Wisconsin as the “Intersectional Peony City” in honor of the pioneering work of peony hybridizers Roger and the late Sandra Anderson. The Hoard Historical Museum oversees the proclamation effort and would request permission to pursue the proclamation from the State of Wisconsin again in 2024.

DISCUSSION

Roger and Sandra Anderson, through their nearly 4 decades of work, hybridized nearly 600 different peony varieties at their nursery, which was located in Fort Atkinson. In 2012, Roger and Sandra donated nearly 60 peony plants to the Hoard Historical Museum, which form the “Roger and Sandra Anderson Intersectional Peony Garden” located at the corner of Foster and S. 4th Street E, behind the Hoard Historical Museum. The garden continues to attract hundreds of peony enthusiasts each year while the peonies are in bloom. In 2015, the Andersons donated dozens of young peony starts for two new varieties of peony. In 2021, the Museum sold those peonies as a fundraiser; proceeds from the sale will be used to add improvements to the Museum’s grounds.

FINANCIAL ANALYSIS

This proclamation is not expected to have a financial impact.

RECOMMENDATION

Staff recommends that the Hoard Historical Museum be permitted to pursue the proclamation from the State of Wisconsin naming Fort Atkinson as the “Intersectional Peony City” on Saturday, June 1, 2024.

ATTACHMENTS

1. Peony City Proclamation 2024

**PROCLAMATION RECOGNIZING THE
CITY OF FORT ATKINSON AS THE
INTERSECTIONAL PEONY CITY OF WISCONSIN**

WHEREAS, the City of Fort Atkinson, Wisconsin, is the home to the largest public Intersectional Hybrid Peony Garden in North America located at the Hoard Historical Museum and so named the Roger F. and Sandra L. Anderson Intersectional Peony Garden; and

WHEREAS, the Anderson Intersectional Peony Garden at the Hoard Historical Museum in Fort Atkinson, Wisconsin features 58 named Roger F. Anderson intersectional hybrid peonies which bloom during the Wisconsin peony season; and

WHEREAS, the City of Fort Atkinson is home to the largest public Intersectional Hybrid Peony Garden in North America - The Roger F. and Sandra L. Anderson Intersectional Peony Garden - located at the Hoard Historical Museum; and

WHEREAS, the Anderson Intersectional Peony Garden features 58 individually named hybrid peonies honoring important leaders in Fort Atkinson's history, including Mary C. Hoard and W.D. Hoard; and

WHEREAS, the city of Fort Atkinson was the long-time home of Roger F. and Sandra L. Anderson, who established their hybrid peony business, Callie's Beaux Jardins, in 1978; and

WHEREAS, Roger F. Anderson continually innovated and advanced the hybrid peony business worldwide for more than 45 years, blooming nearly 600 hybrid peony varieties and breaking many hybridizing barriers; and

WHEREAS, Roger F. Anderson has bloomed nearly 600 hybrid peony varieties since 1980, breaking many hybridizing barriers in the peony industry; and

WHEREAS, the City of Fort Atkinson is the home of Anderson's acclaimed "Bartzella" Intersectional Peony, which first bloomed in 1986 after 15 years of work and is considered "the most perfect yellow peony in the world," having received the American Peony Society Gold Medal Award and the Royal Horticultural Society Award of Garden Merit in 2012

NOW, THEREFORE, I, Davin Lescohier, as City Council President of the City of Fort Atkinson, and my Council colleagues, do hereby proclaim the City of Fort Atkinson, Wisconsin, as the

INTERSECTIONAL PEONY CITY OF WISCONSIN

To be celebrated on Saturday, June 4, 2024, and I recommend this observance to all Fort Atkinson citizens.

Proclaimed and signed this 21st day of May, 2024.

Davin Lescohier, City Council President

Attest:

Michelle Ebbert, City Clerk/Treasurer/Finance Director



MEMORANDUM

DATE: May 21, 2024

TO: Fort Atkinson City Council

FROM: Rebecca Houseman, City Manager

RE: Review and possible action relating to the proclamation for National Public Works Week May 19-25, 2024 in the City of Fort Atkinson (Houseman, City Manager)

BACKGROUND

National Public Works Week is observed during the third full week of May to recognize the importance of public works in an organized society. This year, it takes place from May 19 to 25, 2024. The week-long observation also sheds light on the brave and essential role that public works employees play in society.

DISCUSSION

Since 1960, The American Public Works Association has sponsored National Public Works Week. Across North America, Public Works Departments use this week to energize and educate the public on the importance of public works to their daily lives: planning, building, managing, and operating infrastructure at the heart of our local communities to improve everyday quality of life.

FINANCIAL ANALYSIS

No financial impact is expected due to the passage of this proclamation.

RECOMMENDATION

Staff recommends the Council approve the proclamation recognizing Public Works Week May 19 to 25, 2024.

ATTACHMENTS

1. Proclamation National Public Works Week

**PROCLAMATION
RECOGNIZING NATIONAL PUBLIC WORKS WEEK
MAY 19-25, 2024**

WHEREAS, public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life, and well-being of the people of the City of Fort Atkinson; and

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are responsible for rebuilding, improving, and protecting our City's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and

WHEREAS, it is in the public interest for the citizens, civic leaders, and children in the City of Fort Atkinson to gain knowledge of and maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2024 marks the 64th annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association be it now; and

NOW, THEREFORE, I, Davin Lescohier, as City Council President of the City of Fort Atkinson, and my Council colleagues, do hereby proclaim the week May 19-25, 2024, as National Public Works Week.

Proclaimed this 21st day of May, 2024.

CITY OF FORT ATKINSON

Davin Lescohier, Council President

ATTEST:

Michelle Ebbert, City Clerk/Treasurer/Finance Director



MEMORANDUM

DATE: May 21, 2024

TO: Fort Atkinson City Council

FROM: Rebecca Houseman, City Manager

RE: Review and possible action relating to a proclamation declaring May 22, 2024, as Wastewater Professionals Appreciation Day (Houseman, City Manager)

BACKGROUND

Wastewater Professionals in the State of Wisconsin are celebrated on May 22nd each year. The City has a Wastewater Utility that services the City of Fort Atkinson with high regard for the health and safety of the citizens of Fort Atkinson.

DISCUSSION

Citizens of the City of Fort Atkinson are largely unaware of the critical role that wastewater professionals play in our public health response and the sacrifices they make on behalf of the citizens of the City of Fort Atkinson.

FINANCIAL ANALYSIS

The proclamation is not expected to impact the City financially.

RECOMMENDATION

Staff recommends the Council approve the proclamation declaring May 22, 2024 as Wastewater Professionals Day in the City of Fort Atkinson.

ATTACHMENTS

1. Proclamation Wastewater Professionals Day
2. State Proclamation Wastewater Professionals Appreciation Day

**PROCLAMATION
RECOGNIZING WASTEWATER PROFESSIONALS
APPRICIATION DAY MAY 22, 2024**

WHEREAS, water is the most valuable and vital natural resource, and the City of Fort Atkinson is committed to guaranteeing access to clean water and ensuring the health and safety of all those living in and visiting the City; and

WHEREAS, the Fort Atkinson Wastewater Utility provides a critical public service to the City; and

WHEREAS, the success of this program relies on the dedicated wastewater professionals in the City to collect and submit wastewater samples for diseases monitoring that enables rapid and cost-effective tracking of public health threats; and,

WHEREAS, many City residents are unaware of the critical role that wastewater professionals play in our public health response, and the sacrifices they have made on behalf of the shared mission of promoting and protecting the health of the people of the City of Fort Atkinson; and

NOW, THEREFORE, I, Davin Lescohier, as City Council President of the City of Fort Atkinson, and my Council colleagues, do hereby proclaim May 22, 2024, as Wastewater Professionals Day. I urge all citizens to join to recognize the substantial contributions they make to protecting our national health, safety, and advancing quality of life for all.

Proclaimed this 21st day of May, 2024.

CITY OF FORT ATKINSON

Davin Lescohier, Council President

ATTEST:

Michelle Ebbert, City Clerk/Treasurer/Finance Director

STATE of WISCONSIN



OFFICE of the GOVERNOR

Proclamation

WHEREAS; water is the most valuable and vital natural resource, and the state of Wisconsin is committed to guaranteeing access to clean water and ensuring the health and safety of all those living in and visiting the state; and

WHEREAS; the Wisconsin Wastewater Monitoring Program provides critical public health information and is a pillar of the state's public health program; and

WHEREAS; the success of this program relies on the dedicated wastewater professionals across Wisconsin to collect and submit wastewater samples for disease monitoring that enables rapid and cost-efficient tracking of public health threats; and

WHEREAS; many Wisconsinites are unaware of the critical role that wastewater professionals play in our public health response, and the sacrifices they have made on behalf of our shared mission of promoting and protecting the health of the people of Wisconsin; and

WHEREAS; on this occasion, the state of Wisconsin joins the Wisconsin Department of Health Services, alongside dedicated advocates, organizations, and professionals, in celebrating wastewater professionals for their dedicated service to protecting and promoting the health, safety, and overall well-being of all Wisconsinites;

NOW, THEREFORE, I, Tony Evers, Governor of the State of Wisconsin,
do hereby proclaim May 22, 2024, as

WASTEWATER PROFESSIONALS APPRECIATION DAY

throughout the State of Wisconsin, and I commend this observance
to all our state's residents.



IN TESTIMONY WHEREOF, I have
hereunto set my hand and caused the
Great Seal of the State of Wisconsin
to be affixed. Done at the Capitol in
the City of Madison this 19th day
of April 2024.

Tony Evers
TONY EVERS
GOVERNOR

By the Governor:

Sarah Godlewski
SARAH GODLEWSKI
Secretary of State



MEMORANDUM

DATE: May 21, 2024

TO: Fort Atkinson City Council

FROM: Rebecca Houseman, City Manager

RE: Review and possible action relating to the proclamation declaring the month of May as Building Safety Month in the City of Fort Atkinson (Houseman, City Manager)

BACKGROUND

Building Safety Month is an international campaign in May to raise awareness about building safety. This campaign reinforces the need for modern, regularly-updated building codes, and helps individuals, families and businesses understand what it takes to create safe and sustainable structures.

DISCUSSION

The City of Fort Atkinson has a proactive Building and Zoning Administrator, Jedidiah Draeger, who helped to update the City's Zoning Code last year and enforces the code every day. The City appreciates Jed's important work to make the City of Fort Atkinson a safe place to live, work and visit.

FINANCIAL ANALYSIS

This proclamation is not expected to impact the City financially.

RECOMMENDATION

Staff recommends the council approve the proclamation recognizing May as Building Safety Month in the City of Fort Atkinson.

ATTACHMENTS

1. Proclamation Building Safety Month

**PROCLAMATION
RECOGNIZING WASTEWATER PROFESSIONALS
APPRICIATION DAY MAY 22, 2024**

WHEREAS, the City of Fort Atkinson is committed to recognizing our growth and strength depends on the safety and essential role our homes, buildings and infrastructure play, both in everyday life and when disasters strike; and

WHEREAS, our confidence in the resilience of these buildings that make up our community is achieved through the devotion of vigilant guardians—building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers, plumbers and others in the construction industry—who work year-round to ensure the safe construction of buildings; and

WHEREAS, these guardians are dedicated members of the International Code Council, a non-profit that brings together local, state, territorial, tribal and federal officials who are experts in the built environment to create and implement the highest-quality codes to protect us in the buildings where we live, learn, work and play; and,

WHEREAS, Building Safety Month is sponsored by the International Code Council to remind the public about the critical role of our communities' largely unknown protectors of public safety—our local code officials—who assure us of safe, sustainable and affordable buildings that are essential to our prosperity; and

WHEREAS, each year, in observance of Building Safety Month, people all over the world are asked to consider the commitment to improve building safety, resilience and economic investment at home and in the community, and to acknowledge the essential service provided to all of us by local and state building department, fire prevention bureaus and federal agencies in protecting lives and property; and

NOW, THEREFORE, I, Davin Lescohier, as City Council President of the City of Fort Atkinson, and my Council colleagues, do hereby proclaim May 2024, as Building Safety Month.

Proclaimed this 21st day of May, 2024.

CITY OF FORT ATKINSON

Davin Lescohier, Council President

ATTEST:

Michelle Ebbert, City Clerk/Treasurer/Finance Director



MEMORANDUM

DATE: May 21, 2024

TO: Fort Atkinson City Council

FROM: Tom Williamson, Public Works Superintendent

RE: Review and possible action to approve a Resolution authorizing the Department of Public Works application for the Wisconsin Department of Natural Resources Urban Forestry Grant through the Federal Inflation Reduction Act (Williamson, Superintendent of Public Works)

BACKGROUND

The Wisconsin Department of Natural Resources is currently offering competitive "no-match" IRA forestry grants of up to \$500,000. These grants will utilize Federal Inflation Reduction Act funds to support projects that positively impact trees and people within disadvantaged communities in Wisconsin. Based upon the current approved parameters of the program, and associated program mapping (image attached), the City of Fort Atkinson has approximately 45% of its area located within the State's designated "Disadvantaged Community Boundary". All urban forestry program planning, design, and work within these designated areas qualify for grant funds should the Wisconsin DNR deem them appropriate for the grant award.

DISCUSSION

The Department of Public Works and Parks Departments would like to prepare the application documents in an attempt to gain access to some of the available grant funding. This funding may provide assistance to the City for more detailed urban forestry equipment acquisition, planning and consultation services, removals, trimming, planting, and restoration within the qualifying mapped locations.

FINANCIAL ANALYSIS

The proposed grant funding would require the City to provide budgeted funds for future reimbursement for all qualified grant activities, with an opportunity to receive up to 50% of the funding in advance to assist in project planning, design, and materials. The Public Works and Parks Departments will work together, with the assistance of the City Manager, to properly plan funding prior to reimbursement through the grant should the City be awarded funding for this program. Any budget funding for this program will follow the properly approved City budgetary process for future general fund requirements and come before the Council for approval as part of that process.

RECOMMENDATION

City staff recommends approval of the **Resolution** authorizing the Public Works Superintendent to apply for the 2024 Wisconsin Department of Natural Resources Inflation Reduction Act (IRA) Forestry Grant.

ATTACHMENTS

1. Council Authorizing Resolution - 2024 Grant Application
2. 2024 WI DNR - IRA Grant Map

Authorizing Resolution

WHEREAS, the applicant, City of Fort Atkinson, is interested in obtaining a grant from Wisconsin Department of Natural Resources for the purpose of funding urban and community forestry projects specified in Ch. NR 47, Wis. Adm. Code;

WHEREAS, the applicant attests to the validity and veracity of the statements and representations contained in the grant application; and

WHEREAS, the applicant requests a grant agreement to carry out the project;

NOW, THEREFORE, BE IT RESOLVED, the applicant, City of Fort Atkinson, will comply with all local, state, and federal rules, regulations and ordinances relating to this project and the agreement.

BE IT FURTHER RESOLVED, the applicant will budget a sum sufficient to fully and satisfactorily complete the project and hereby authorizes and empowers the City of Fort Atkinson Public Works Superintendent, its official or employee, to act on its behalf to:

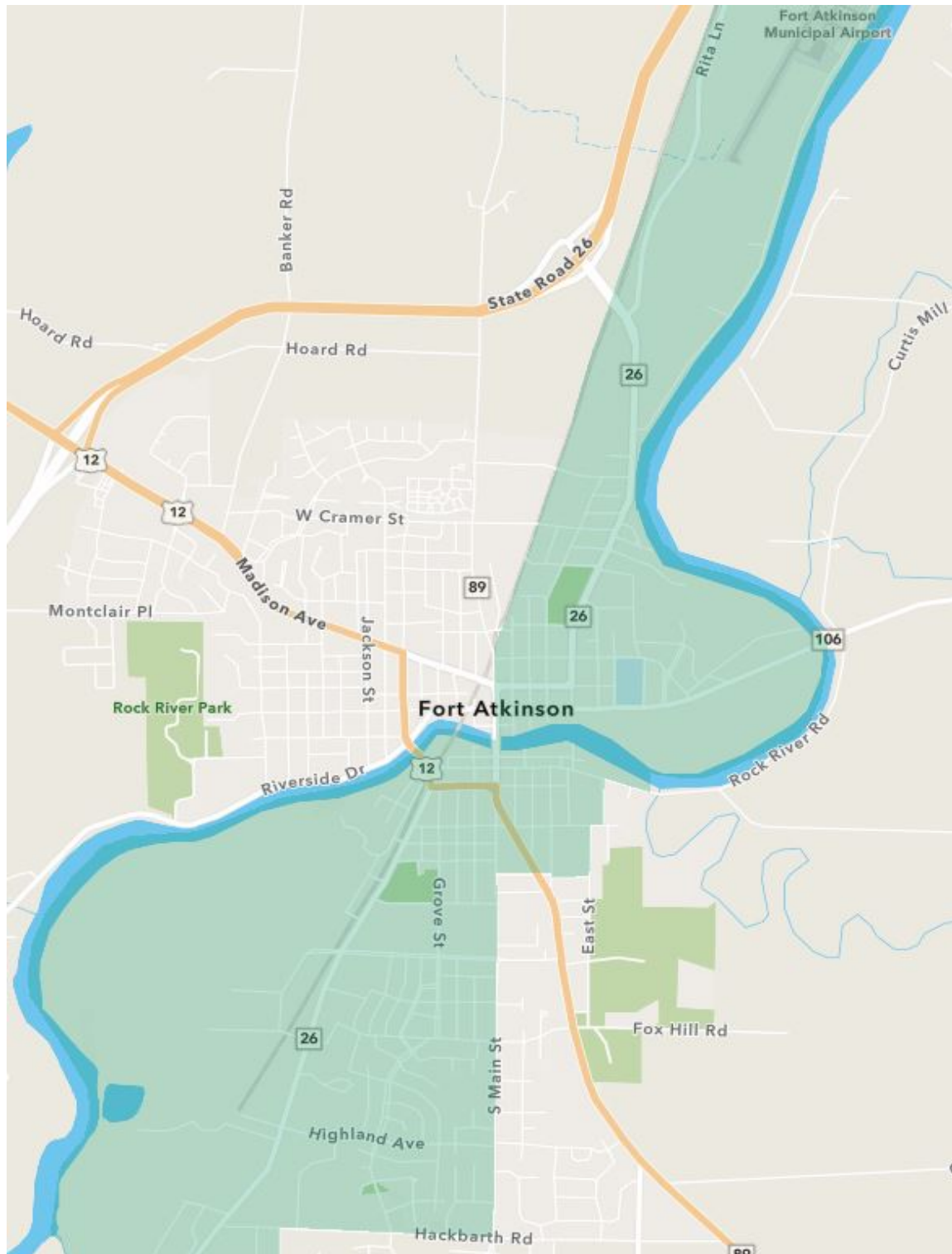
- 1. Sign and submit the grant application
- 2. Sign a grant agreement between applicant and the DNR
- 3. Submit interim and/or final reports to the DNR to satisfy the grant agreement
- 4. Submit grant reimbursement request to the DNR
- 5. Sign and submit other required documentation

Adopted this _____ day of _____, 2024.

I hereby certify that the foregoing resolution was duly adopted by the City Council, City of Fort Atkinson at a legal meeting on the _____ day of _____, 2024.

_____	_____	_____
Authorized Signature	Title	Date
Certified		

2024 WI DNR – IRA Urban Forestry Grant Map





MEMORANDUM

DATE: May 21, 2024

TO: Fort Atkinson City Council

FROM: Ben Dayton, Director of Parks and Recreation

RE: Review and possible action to relating to a request for Public Monument Review for the Haumerson's Pond accessory structure (Dayton, Parks and Recreation Director)

BACKGROUND

The Parks and Recreation Department staff has collaborated with the Friends of Haumerson's Pond (FHP), striving to enhance amenities and facilities at the Bark River Nature Park (Haumerson's Pond). The proposal for a new storage and concessions building was presented to the Planning Commission on April 11, 2023, as part of a Request for Resolution Recommendation. This step was necessitated by the Wisconsin Department of Natural Resources (DNR) to fulfill the Knowles-Nelson Stewardship grant application requirements. Subsequently, on April 18, 2023, the City Council approved Resolution No.1399 to enter into an Agreement/Contract with cost-sharing grant assistance from the DNR.

On January 5, 2024, the City received confirmation of being awarded \$100,000 from the DNR Knowles-Nelson Stewardship grant program, representing a 50% matching funds grant. The remaining project costs are being covered by contributions from the Friends of Haumerson's Pond (FHP) and the Fort Atkinson Community Foundation. The project is currently budgeted at around \$200,000.

DISCUSSION

After securing the DNR grant, City staff have been engaged with the Friends of Haumerson's Pond (FHP) to develop the design for a multi-use storage/concession building and to fulfill all requirements for the Public Monument/Building Review application. City staff is requesting approval of the site plan and building design through the Public Monument/Building Review process. The Plan Commission reviewed this item at the meeting on May 14, 2024, and recommended that the City Council approve the site plan through this process.

FINANCIAL ANALYSIS

Funding for the roughly \$200,000 project will come from the following sources: \$100,000 from the Wisconsin DNR, \$45,000 from the Fort Atkinson Community Foundation, and the balance from the Friends of Haumerson's Pond fundraising efforts. While the City will not be investing in

the capital project costs, there will be significant staff time associated with the management and implementation of the project. There will also be short-term and long-term maintenance of the building and the park that will be the responsibility of the City. These costs can not be quantified at this time; however, the City Council should be aware that this project will impact the City financially in the future.

RECOMMENDATION

The Plan Commission recommended approval of the Public Monument at Haumerson's Pond at the meeting on May 14, 2024. Staff recommends the council approve the Public Monument Review and site plan for the accessory structure at Haumerson's Pond.

ATTACHMENTS

1. Plan Commission Memo
2. PCom Plan Set
3. Haumerson Photometric
4. Timber frame shelter portion
5. Renderings (Not Final)



PUBLIC MONUMENT REVIEW REPORT TO THE PLAN COMMISSION

DATE: May 14, 2024

PROPERTY ADDRESS: 550 S. Fourth Street, Fort Atkinson, WI 53538

PARCEL NUMBER: N/A

OWNER: City of Fort Atkinson

APPLICANT: Ben Dayton, Parks & Recreation Director

FILE NUMBER: PMR-2024-01

EXISTING ZONING: Institutional

PROPOSED ZONING: N/A

EXISTING LAND USE: Recreational Use

REQUESTED USES: Recreational Use

BACKGROUND

The Parks and Recreation Department staff has collaborated closely with the Friends of Haumerson's Pond (FHP) over the years, striving to enhance amenities and facilities at the Bark River Nature Park (Haumerson's Pond). Most recently, the proposal for a new storage and concessions building was presented to the Planning Commission on April 11, 2023, as part of a Request for Resolution Recommendation. This step was necessitated by the Wisconsin Department of Natural Resources (DNR) to fulfill the Knowles-Nelson Stewardship grant application requirements. Subsequently, on April 18, 2023, the City Council endorsed Resolution No.1399 in favor of the city entering an Agreement/Contract with cost-sharing grant assistance from the DNR.

On January 5, 2024, the City received confirmation of being awarded \$100,000 from the DNR Knowles-Nelson Stewardship grant program, representing a 50% matching funds grant. The remaining project costs are being covered by contributions from the Friends of Haumerson's Pond (FHP) and the Fort Atkinson Community Foundation. The project is currently budgeted at around \$200,000.

After securing the DNR grant, City staff have been actively engaged with the Friends of Haumerson's Pond (FHP) to develop the design for a multi-use storage/concession building and to fulfill all requirements for the Public Monument/Building Review application. City staff is requesting approval of the site plan and building design through the Public Monument/Building Review process.

REQUEST OVERVIEW

The design of the storage/concession building is intended to support the operations at Bark River Nature Park (Haumerson's Pond). This project is supported through the Parks and

Recreation Department's Comprehensive Outdoor Recreation Plan and the City's Comprehensive Plan.

The proposed building measures 26'x44' including a 24'x24' open air timber frame shelter. The enclosed garage space will serve as essential storage for many items needed to run the operations at the park, including snow removal equipment, hockey equipment, donated skates, items for two large events, ten tables, fifty-five chairs, church pews, rubber mats, three panels of chain link security fence for flood openings, and small hand tools. In addition to the storage component, there is a concessions window within the shelter area. The idea behind the concessions window is to offer skate rentals through 2 Rivers, collect donations for events, and to add to the amenities when the shelter is rented for use as a serving area. Additionally, the plan includes a proposed wood-fire pizza oven that would utilize the concessions window during events held at the park. An outdoor drinking fountain, including a dog water bowl, has also been included in the site plan.

Haumerson's Pond Warming Shelter is the Department's most rented space, accounting for almost 40% of all shelter rentals.

The design of the building is consistent with the current shelter regarding the brick exterior and similar roof pitch to complement the park's natural setting. Staff have been keenly aware of the building location in relation to the nearby flood plain, ensuring that it is not impacted by potential flood events. The elevations of the building included in the packet DO NOT show two proposed faux windows on the street facing side of the brick structure. These will be added to meet code requirements and improve aesthetics.

In addition to the building itself, the proposed project encompasses enhancements to the existing landscaping and introduces new plantings. This initiative aims not only to enhance the property's esthetics but also to provide increased screening for residents along Zida Street. Departing from the existing deciduous bushes, which offer inconsistent coverage throughout the year, the new landscaping plan prioritizes coniferous trees and shrubs. Around the building, smaller, low-maintenance grasses and shrubs will be employed to enhance the overall landscape design.

LANDSCAPING

Type	Required	Proposed	Surplus	Status
Foundation	40	48	8	Met
Pave Area	50	20	0	Met with surplus
Lot	100	40	0	Met with surplus
Yard	20	33	13	Met
Buffer yard	209	594	385	Met
Total	389	735		

Not required

DISCUSSION

COMPREHENSIVE LAND USE PLAN (2019):

The Comprehensive Plan includes an entire chapter (9) on Fort Atkinson Parks. Specific reference is made to the Bark River Nature Park and Haumerson's Pond warming house that indicates a goal to "enhance the area adjacent to the warming house for 3-season use." This plan has been followed throughout the development of the Haumerson Pond area, and this element is in keeping with the intent of the Comprehensive Plan.

MAINTENANCE PLAN FOR MONUMENT:

On April 27, 2023, the City entered a Memorandum of Understanding (MOU) with the Friends of Haumerson's Pond, solidifying their collaborative effort to maintain and oversee the newly constructed building's operations. In this agreement, the City commits to the perpetual maintenance and operation of the building, encompassing regular cleaning, repairs, and upkeep of both the building and its surrounding grounds. In addition, the FHP agrees to support the City, helping as necessary to ensure the smooth and successful operation and maintenance of the building.

FUNDING:

In addition to the grant mentioned above, on April 26, 2022, the Friends of Haumerson's Pond was awarded a matching challenge grant through the Fort Atkinson Community Foundation of \$45,000 to help build a storage/concession building for use at Haumerson's Pond. Additional funding beyond the matching grants will be provided by the Friends of Haumerson's Pond.

The project will be publicly bid and overseen by City staff. The FHP organization will be managing and donating the timber frame portion of the project as their contribution.

RECOMMENDATION

Staff recommends that the Plan Commission review the application and recommend that the City Council approve this request for a Public Monument/Building Review.

ATTACHMENTS

1. PCom Plan Set
2. Haumerson Photometric
3. Timber frame shelter portion



Friends of Haumerson's Pond Pavilion Site Plan

Prepared for the City of Fort Atkinson

April 16, 2024

Proposed Improvements

- | | |
|-------------------------------------|---------------------------|
| 1. Storage and picnic prep building | 7. Firepit 1 |
| 2. Driveway | 8. Firepit 2 |
| 3. Picnic pavilion | 9. Flagpole |
| 4. Wood-fired pizza oven | 10. Bird feeder |
| 5. Firewood storage structure | 11. Park landscape buffer |
| 6. Drinking fountain & dog bubbler | 12. Turf open play area |

GENERAL NOTES

1. USE LATEST EDITION OR REVISION FOR ALL REFERENCED CODES AND/OR STANDARDS.
2. CONSULT ARCHITECTURAL, MECHANICAL, PLUMBING, AND ELECTRICAL DRAWINGS FOR LOCATION AND DIMENSIONS OF CURBS, PADS, INSERTS, SLEEVES, DRIPS, REGLETS, REVEALS, DEPRESSIONS, AND OTHER PROJECT REQUIREMENTS NOT SHOWN ON STRUCTURAL DRAWINGS.
3. SIZE AND LOCATION OF ALL ROOF, FLOOR, AND WALL OPENINGS TO BE VERIFIED WITH MECHANICAL AND ELECTRICAL CONTRACTORS REQUIRING SUCH OPENINGS.
4. CONSULT ARCHITECT FOR ANY NECESSARY DIMENSIONS WHICH ARE NOT SHOWN ON PLANS. SCALING OF DRAWINGS IS NOT PERMITTED.
5. SIMILAR PORTIONS OF THE BUILDING SHALL HAVE SIMILAR DETAILING UNLESS NOTED OTHERWISE.
6. ELEVATIONS SHOWN ON PLAN ARE BASED ON 100'-0" AS FINISHED FIRST FLOOR ELEVATION.
7. ELEVATIONS SHOWN ON PLANS ARE TO TOP OF STEEL, CONCRETE, OR PLYWOOD SHEATHING, UNLESS NOTED OTHERWISE.
8. ALL WORK SHALL CONFORM TO OSHA REQUIREMENTS.
9. STRUCTURAL MEMBERS INCLUDING JOISTS, SLABS, BEAMS, TRUSSES, COLUMNS, AND WALLS ARE DESIGNED FOR "IN PLACE" LOADS. CONTRACTOR IS RESPONSIBLE FOR BRACING, WITHOUT OVER STRESSING, ALL STRUCTURAL ELEMENTS (AS REQUIRED AT ANY STAGE OF CONSTRUCTION) UNTIL COMPLETION OF THIS PROJECT.
10. IN NO CASE SHALL STRUCTURAL ALTERATIONS OR WORK AFFECTING A STRUCTURAL MEMBER BE MADE, UNLESS APPROVED BY THE ARCHITECT.
11. SUBMIT REPRODUCIBLE COPY OF ALL STRUCTURAL SHOP DRAWINGS.

DESIGN CRITERIA

DESIGN CODE	
INTERNATIONAL BUILDING CODE 2015 w/ WISCONSIN AMENDMENTS	
WIND LOAD INFORMATION	
BASIC WIND SPEED	115 mph
BUILDING CODE OCCUPANCY CATEGORY	S (STORAGE)
WIND LOAD IMPORTANCE FACTOR - Iw	1.00
WIND EXPOSURE	B
INTERNAL PRESSURE COEFFICIENTS	±0.18
COMPONENTS AND CLADDING WIND PRESSURES	
WIDTH OF PRESSURE COEFFICIENT ZONE - a	7.7 ft

DESIGN PROPERTIES

REINFORCING STEEL STRENGTHS	
BARS - ASTM A615, GRADE 60	Fy = 60,000 psi
WWF - ASTM A165	Fy = 65,000 psi
BOLT STRENGTHS	
ANCHOR BOLTS - ASTM A307 OR A36	
HIGH STRENGTH BOLTS - ASTM A325N	
EXPANSION BOLTS - WEDGE TYPE	
CAST-IN-PLACE CONCRETE STRENGTHS	
FOOTINGS	fc = 3,000 psi
WALLS	fc = 4,000 psi
SLAB ON GRADE	fc = 4,000 psi
PRECAST CONCRETE TOPPING	fc = 4,000 psi
SITE PAVEMENT - CURBS	fc = 3,000 psi
CONCRETE MASONRY STRENGTHS	
CMU - ASTM C90, GRADE N	fm = 1,500 psi
CONCRETE BRICK - ASTM C55, GRADE N	fm = 2,500 psi
CLAY HOLLOW BRICK - ASTM C652, GRADE SW	fm = 3,000 psi
MORTAR - ASTM C270	
TYPE M - BELOW GRADE	fu = 2,500 psi
TYPE S - ABOVE GRADE	fu = 1,800 psi
GROUT - ASTM C476	
BOND BEAMS	fc = 3,000 psi
WALLS AND PIERS	fc = 3,000 psi

GENERAL NOTES

1. USE LATEST EDITION OR REVISION FOR ALL REFERENCED CODES AND/OR STANDARDS.
2. CONSULT ARCHITECTURAL, MECHANICAL, PLUMBING, AND ELECTRICAL DRAWINGS FOR LOCATION AND DIMENSIONS OF CURBS, PADS, INSERTS, SLEEVES, DRIPS, REGLETS, REVEALS, DEPRESSIONS, AND OTHER PROJECT REQUIREMENTS NOT SHOWN ON STRUCTURAL DRAWINGS.
3. SIZE AND LOCATION OF ALL ROOF, FLOOR, AND WALL OPENINGS TO BE VERIFIED WITH MECHANICAL AND ELECTRICAL CONTRACTORS REQUIRING SUCH OPENINGS.
4. CONSULT ARCHITECT FOR ANY NECESSARY DIMENSIONS WHICH ARE NOT SHOWN ON PLANS. SCALING OF DRAWINGS IS NOT PERMITTED.
5. SIMILAR PORTIONS OF THE BUILDING SHALL HAVE SIMILAR DETAILING UNLESS NOTED OTHERWISE.
6. ELEVATIONS SHOWN ON PLAN ARE BASED ON 100'-0" AS FINISHED FIRST FLOOR ELEVATION.
7. ELEVATIONS SHOWN ON PLANS ARE TO TOP OF STEEL, CONCRETE, OR PLYWOOD SHEATHING, UNLESS NOTED OTHERWISE.
8. ALL WORK SHALL CONFORM TO OSHA REQUIREMENTS.
9. STRUCTURAL MEMBERS INCLUDING JOISTS, SLABS, BEAMS, TRUSSES, COLUMNS, AND WALLS ARE DESIGNED FOR "IN PLACE" LOADS. CONTRACTOR IS RESPONSIBLE FOR BRACING, WITHOUT OVER STRESSING, ALL STRUCTURAL ELEMENTS (AS REQUIRED AT ANY STAGE OF CONSTRUCTION) UNTIL COMPLETION OF THIS PROJECT.
10. IN NO CASE SHALL STRUCTURAL ALTERATIONS OR WORK AFFECTING A STRUCTURAL MEMBER BE MADE, UNLESS APPROVED BY THE ARCHITECT.
11. SUBMIT REPRODUCIBLE COPY OF ALL STRUCTURAL SHOP DRAWINGS.

REINFORCING NOTES

1. REINFORCING SHALL BE DETAILED IN ACCORDANCE WITH ACI 315 (CURRENT EDITION).
2. ALL LAPS SHALL BE CLASS 'B' PER ACI 318 UNLESS OTHERWISE NOTED ON THE DESIGN DRAWINGS, OR UNLESS THE DETAILER TAKES SPECIAL CARE TO PROVIDE STAGGERED LAPS. USE TOP BAR LAP LENGTHS FOR ALL HORIZONTAL WALL BARS AND FOR TOP BARS IN SLABS AND BEAMS OVER 12 INCHES DEEP.
3. LAP LENGTH SHALL BE SPECIFICALLY NOTED ON PLACING DRAWINGS WHERE MORE THAN ONE BAR MAKES UP A CONTINUOUS STRING.
4. CORNER BARS WITH CLASS 'B' PER ACI 318 LAPS SHALL BE PROVIDED AT ALL WALL CORNERS AND INTERSECTIONS PER DETAIL 1/S-3.1.
5. HORIZONTAL BARS, EXCEPT FOR CONTINUOUS STRINGS FROM ONE CORNER OF OPENING TO ANOTHER, SHALL BE DETAILED TO SHOW THE DISTANCE FROM AT LEAST ONE END OF THE BAR TO THE NEAREST BUILDING GRID LINE OR WALL.
6. WELDED WIRE FABRIC SHALL BE LAPPED AND/OR ANCHORED TO DEVELOP Fy PER ACI 315.
7. PROVIDE MINIMUM COVER PER ACI 318, 7.7.1.
8. PROVIDE REINFORCING AT CONCRETE OPENINGS PER DETAIL 2/S-3.1.
9. PROVIDE TYPICAL VERTICAL WALL JOINTS PER DETAIL 3/S-3.1.
10. PROVIDE ISOLATION BOARD WHERE SLABS ABUT VERTICAL SURFACES PER DETAIL 4/S-3.1.
11. PROVIDE FOOTING STEPS PER DETAIL 5/S-3.1.
12. PROVIDE SLAB ON GRADE CONSTRUCTION AND CONTROL JOINTS PER DETAILS 6 & 7/S-3.1.

MILD REINFORCING STEEL MINIMUM CLEAR COVER

CONCRETE CAST AGAINST EARTH AND PERMANENTLY EXPOSED TO EARTH	
FOOTINGS	3" MIN
CONCRETE EXPOSED TO EARTH OR WEATHER	
WALLS, COLUMNS, & BEAMS	
BARS UP TO #5	1½" MIN
#6 BARS AND UP	2" MIN
CONCRETE NOT EXPOSED TO EARTH OR WEATHER	
WALLS	
BARS UP TO #11	¾" MIN
#14 BARS AND UP	1½" MIN
ELEVATED SLABS	
TOP BARS	¾" MIN
BOTTOM BARS	1" MIN
BEAMS	
ALL BARS	1½" MIN
COLUMNS	
ALL BARS	1½" MIN

TRUSS DESIGN LOADS

BUILDING OCCUPANCY CATEGORY		S
SNOW LOADS		
IMPORTANCE FACTOR - Is	1.0	
EXPOSURE FACTOR - Ce	1.0	
THERMAL FACTOR - Ct	1.1	
GROUND SNOW LOAD - Pg	30.0 psf	
FLAT ROOF SNOW LOAD - Pf	21.0 psf	
UNBALANCED SNOW LOAD	43.2 psf	

APPLY DESIGN DRIFT LOADS TO ROOF TRUSSES WHERE REQUIRED BY CODE.

COORDINATE SIZE AND LOCATION OF RTUs WITH SUPPLIER.

WIND LOADS	
IMPORTANCE FACTOR - Iw	1.00
BASIC WIND SPEED - V	115 mph
EXPOSURE CATEGORY	B

DEAD LOADS	
ROOF DEAD LOAD	20 psf (10 TOP CHORD & 10 BOTTOM CHORD)
FLOOR DEAD LOAD	25 psf (15 TOP CHORD & 10 BOTTOM CHORD)

DEFLECTION LIMITS	
ROOF	
	LIVE LOAD L/360
	TOTAL LOAD L/240
FLOOR	
	LIVE LOAD L/480
	TOTAL LOAD L/360

ROOF TRUSS BRACING NOTES

1. ALL BRACING SHOWN OR DESCRIBED SHALL BE MINIMUM 2x4 WITH 2- 16d IN EVERY TRUSS IT CROSSES.
2. ALL TRUSS TOP CHORDS SHALL BE CONTINUOUSLY BRACED BY THE ROOF DECKING.
3. ALL TRUSS WEB MEMBERS SHALL BE BRACED AT 4'-0" OC, UNLESS CALCULATIONS SHOW OTHERWISE.
4. ALL HORIZONTAL BRACING SHALL BE STIFFENED AT 20'-0" OC WITH EITHER:

a. DIAGONAL BRACING EXTENDED TO A SHEAR WALL PARALLEL TO THE ORIGINAL BRACING. SEE BRACING DETAIL -/S- FIGURES 1(a) THROUGH 1(d).

b. A ¾" PLYWOOD SHEET EXTENDED TO ROOF DECK OR SHEAR WALL.
5. ALL TRUSS BOTTOM CHORDS SHALL BE BRACED AT 6'-0" OC UNLESS CALCULATIONS SHOW OTHERWISE. CONTINUOUS SHEATHING APPLIED TO BOTTOM CHORD WILL SATISFY THIS BRACING REQUIREMENT.

WOOD TRUSS NOTES

- WOOD TRUSS SHOP DRAWINGS SHALL SHOW THE FOLLOWING INFORMATION:
1. INFORMATION WHICH THE RESPONSIBLE BUILDING DESIGN PROFESSIONAL WILL CHECK FOR COMPLIANCE WITH CONTRACT DOCUMENTS.

a. ERECTION PLAN: SHOWING DIMENSIONED LOCATIONS AND TRUSS IDENTIFICATION.

b. BEARING DETAILS: SHOWING BEARING LENGTH, WIDTH, AND DEPTH INDICATING CONFORMANCE TO TRUSS CALCULATIONS.

c. DESIGN LOADS: ALL DEAD AND LIVE LOADS SHALL BE SHOWN ON THE FRAMING PLAN AND/OR TRUSS ELEVATION INDICATING CONFORMANCE TO TRUSS CALCULATIONS.

d. ALL PERMANENT BRACING: SHOW TOP CHORD, BOTTOM CHORD, AND WEB MEMBER BRACING ON FRAMING PLAN AND TRUSS ELEVATION. SUPPLIER AND INSTALLER OF THIS BRACING SHALL ALSO BE INDICATED.

e. TRUSS DIMENSIONS: SHOW DEPTH, SPAN, BEARING, HEIGHT, AND SLOPES AT ALL CRITICAL POINTS.
2. INFORMATION THAT SHALL BE THE RESPONSIBILITY OF THE FABRICATOR AND TRUSS DESIGNER AND SHALL BE PROVIDED FOR INFORMATION WITH THE SHOP DRAWING SUBMITTAL.

a. MEMBER DESIGN: INCLUDING WEB CONFIGURATION, MEMBER SIZE, GRADE OF LUMBER, FABRICATED SPLICES, REACTIONS, AND MEMBER BRACING REQUIRED BY TRUSS DESIGN.

b. INTERIOR CONNECTIONS: DESIGN AND SHOW DETAIL OF WEB AND CHORD CONNECTIONS INCLUDING PLATE AND BOLT SIZES.

c. MEMBER CONNECTIONS: DESIGN AND INDICATE ALL NECESSARY HARDWARE FOR PROPER INSTALLATION OF TRUSSES INCLUDING, BUT NOT LIMITED TO: GIRDER PLY CONNECTIONS, TRUSS-TO-GIRDER CONNECTIONS, TIE-DOWNS, AND FIELD SPLICES.

d. STRUCTURAL DESIGN OF TRUSSES: SUBMIT COMPLETE TRUSS CALCULATIONS AND OBTAIN ALL APPROVALS NECESSARY FOR CONFORMANCE TO BUILDING CODE.
- VERIFY SUBMITTAL AND APPROVAL BY SENDING COPY TO BUILDING DESIGN PROFESSIONAL.
- e. PROVIDE CONTRACT/INSTALLER WITH ALL DATA NECESSARY FOR PROPER INSTALLATION.

CODE SUMMARY

- REFERENCED CODES: IBC 2015; IECC 2015
- USE AND OCCUPANCY CLASSIFICATION:

STORAGE, GROUP S-2
- BUILDING AREA (TABLE 506.2):

ALLOWABLE: 13,500 SQ. FT. PER STORY (NOT SPRINKLERED)

ACTUAL BUILDING AREA: 1,144 SQ. FT.
- TYPE OF CONSTRUCTION:

TYPE VB; (NOT SPRINKLERED)
- FIRE-RESISTANCE RATING REQUIREMENTS (TABLES 601 & 602)

PRIMARY STRUCTURAL FRAME 0 HOUR RATING

BEARING WALLS (EXTERIOR) 0 HOUR RATING

BEARING WALLS (INTERIOR) 0 HOUR RATING

NONBEARING WALLS AND PARTITIONS (EXTERIOR) 0 HOUR RATING

FIRE SEPARATION DISTANCE 0-5 FT. 0 HOUR RATING

FIRE SEPARATION DISTANCE 5-10 FT. 0 HOUR RATING

FIRE SEPARATION DISTANCE 10-30 FT. 0 HOUR RATING

FIRE SEPARATION DISTANCE ≥ 30FT. 0 HOUR RATING

NONBEARING WALLS AND PARTITIONS (INTERIOR) 0 HOUR RATING

FLOOR CONSTRUCTION AND SECONDARY MEMBERS 0 HOUR RATING

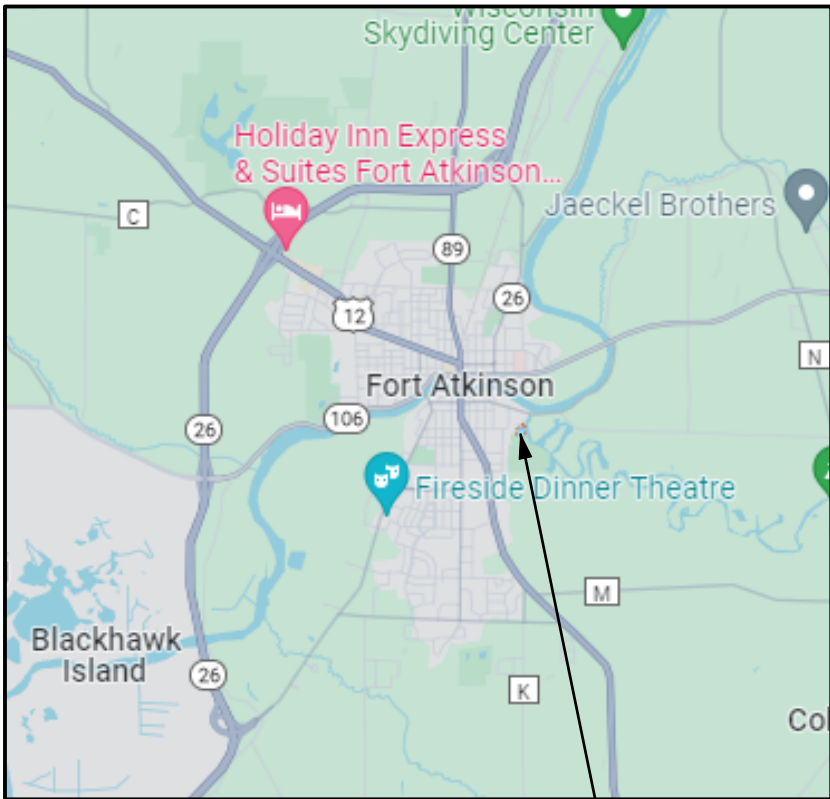
ROOF CONSTRUCTION AND SECONDARY MEMBERS 0 HOUR RATING

HAUMERSON'S
POND STORAGE
BUILDING

FORT ATKINSON, WI 53538

ARCHITECT / ENGINEER:

COLD SPRING DESIGN, LLC
222 SOUTH MAIN STREET
FORT ATKINSON, WI 53538
PHONE: (920)568-9530
CONTACT: CONOR NELAN



VICINITY MAP

NOT TO SCALE

PROJECT LOCATION



HAUMERSON'S POND STORAGE BUILDING

FORT ATKINSON, WI 53538

CSD PROJECT #: 2334

SCALE: AS NOTED
DATE: 2/21/2024
DRAWN BY: JM
CHECKED BY: CFN

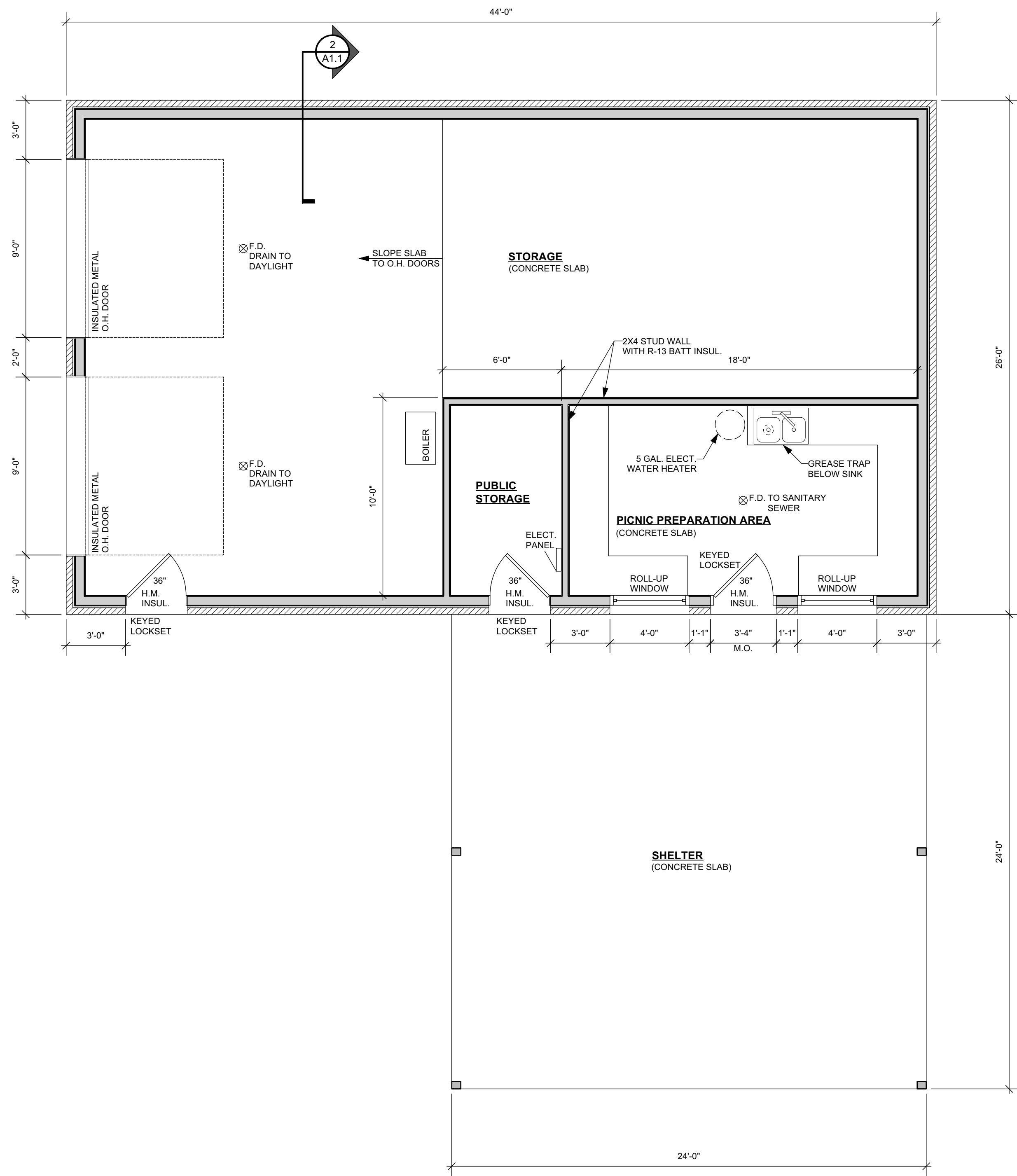
T1.1

Cold Spring Design

222 South Main Street
Fort Atkinson, WI 53538
P (920)568-9530
F (920)568-9531

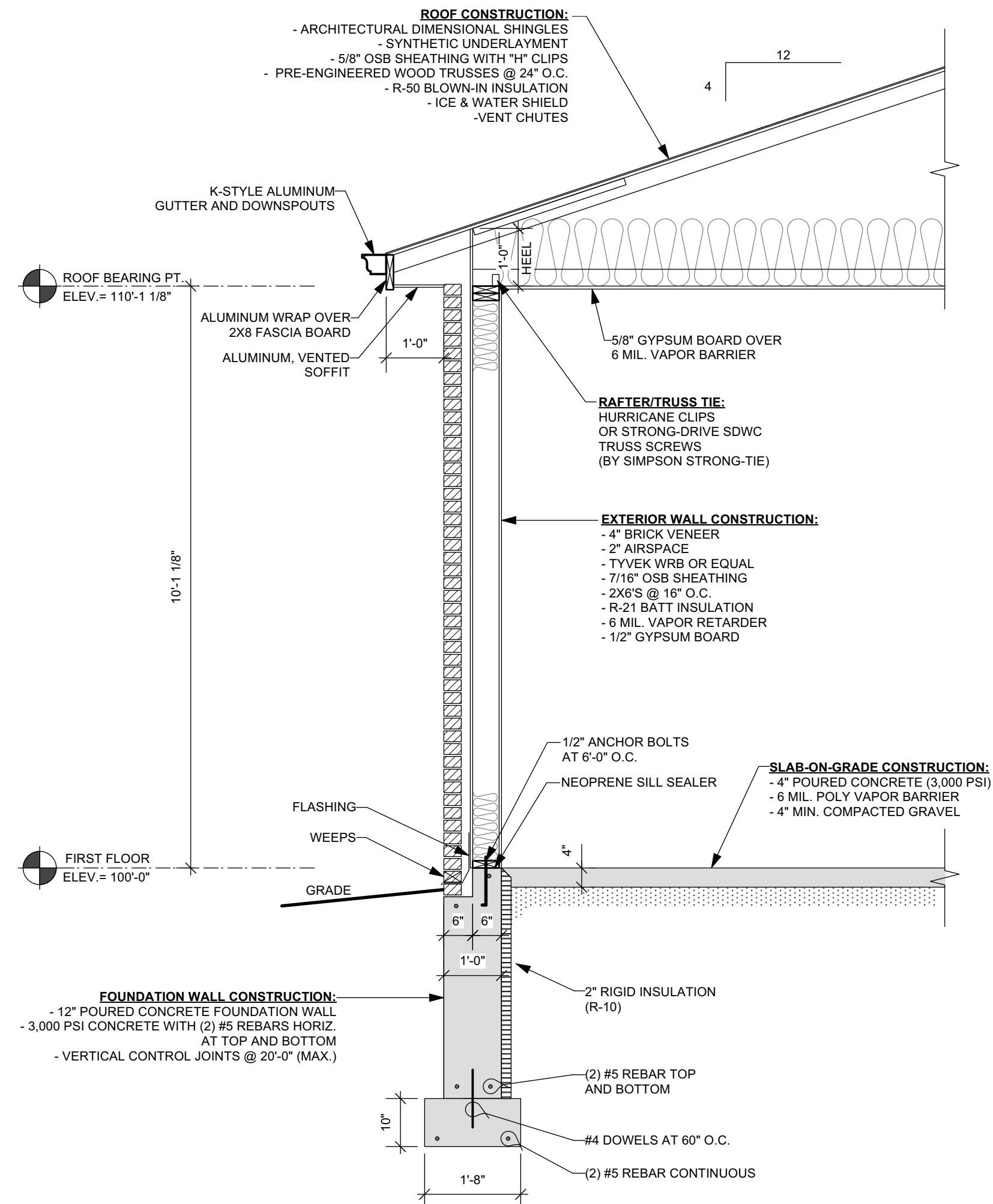
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DATE	DESCRIPTION

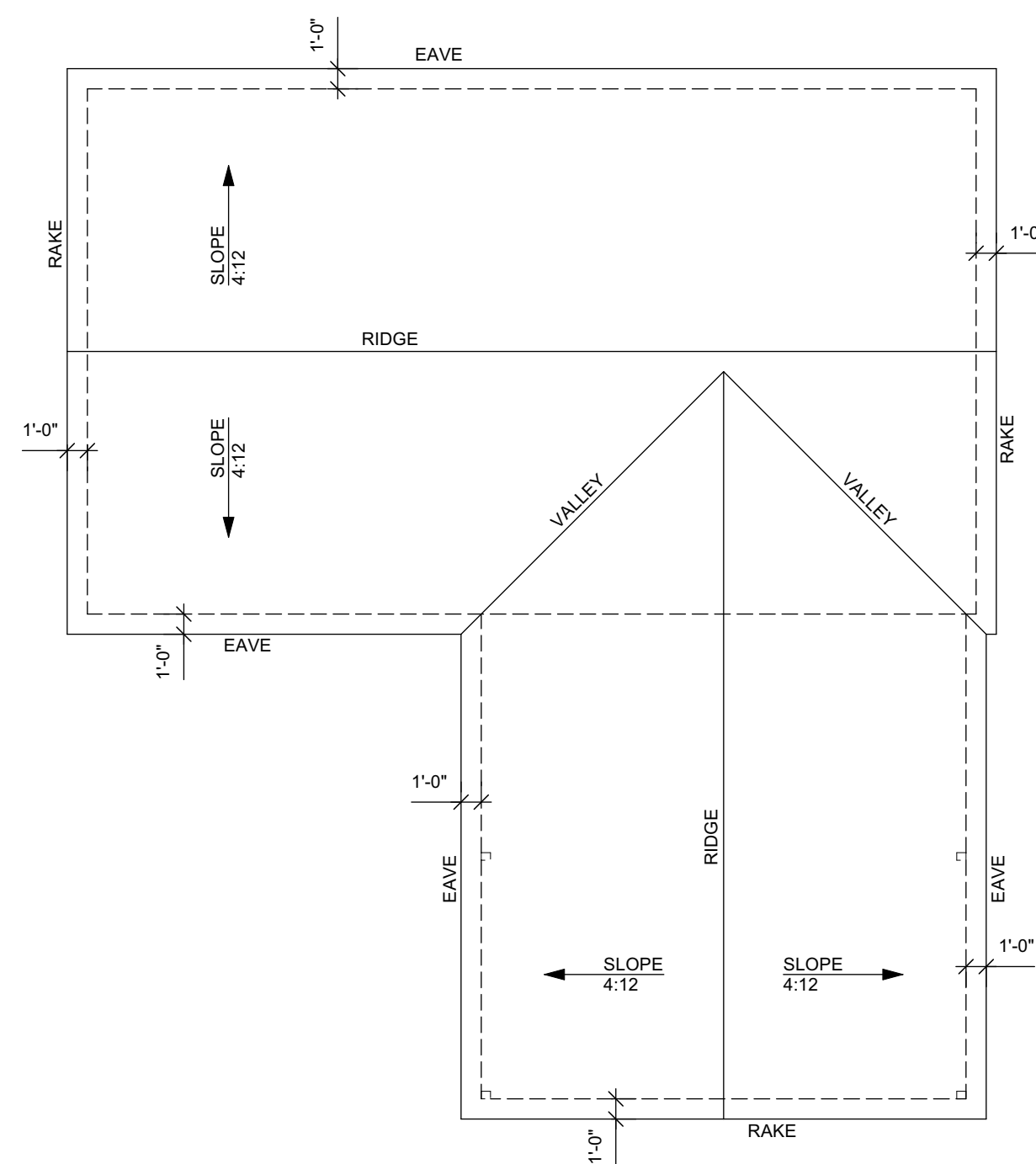


1 FLOOR PLAN
SCALE: 1/4" = 1'-0"

* NOTE: PROVIDE ARCHED BRICK LINTELS ABOVE EACH WINDOW AND DOOR OPENING

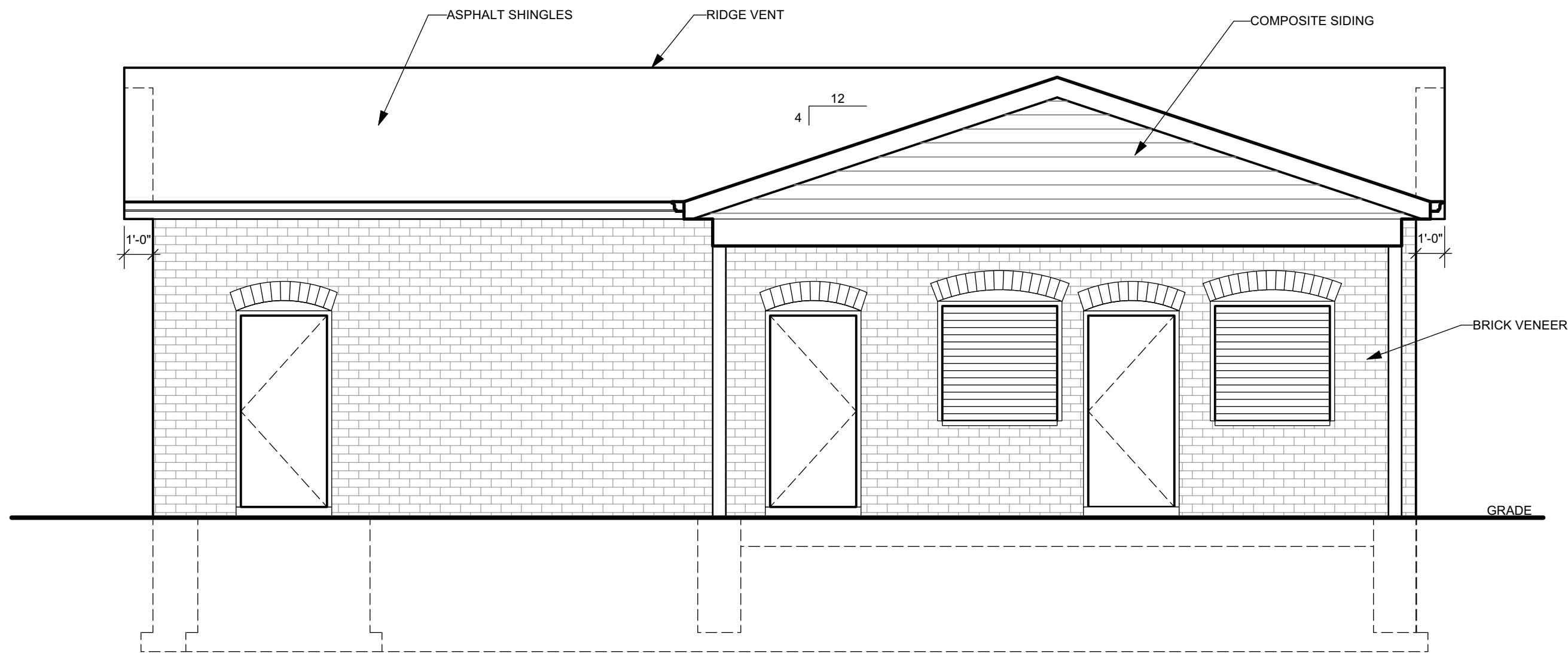


2 WALL SECTION
SCALE: 1/2" = 1'-0"

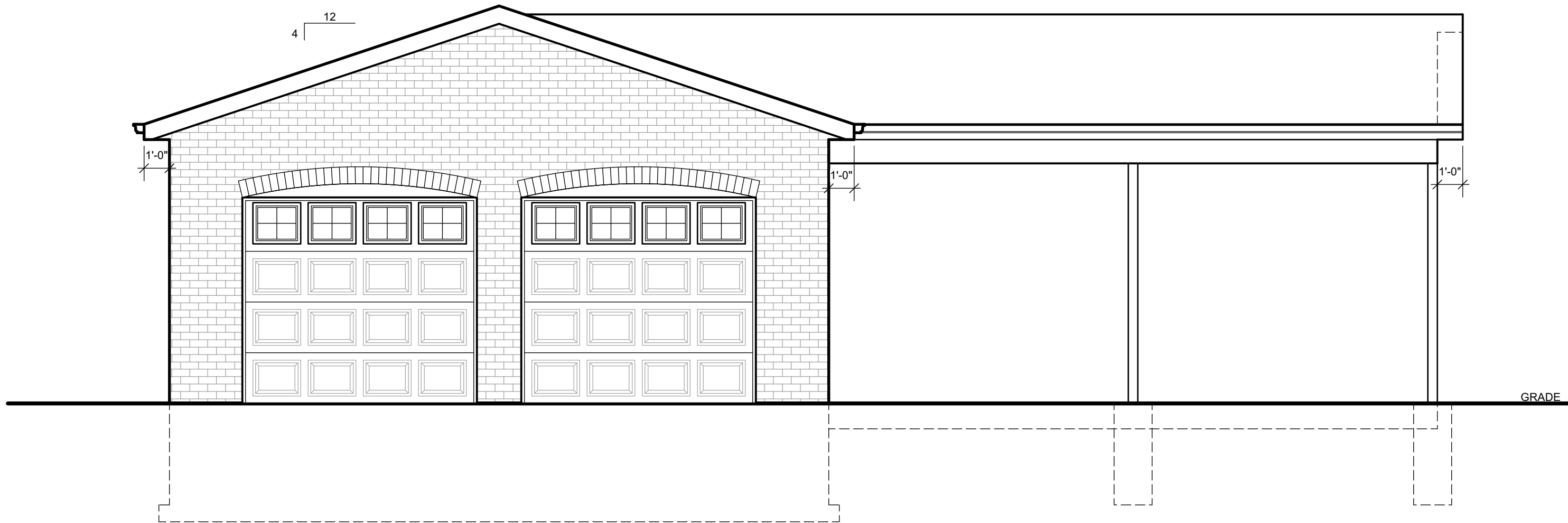


3 ROOF PLAN
SCALE: 1/8" = 1'-0"

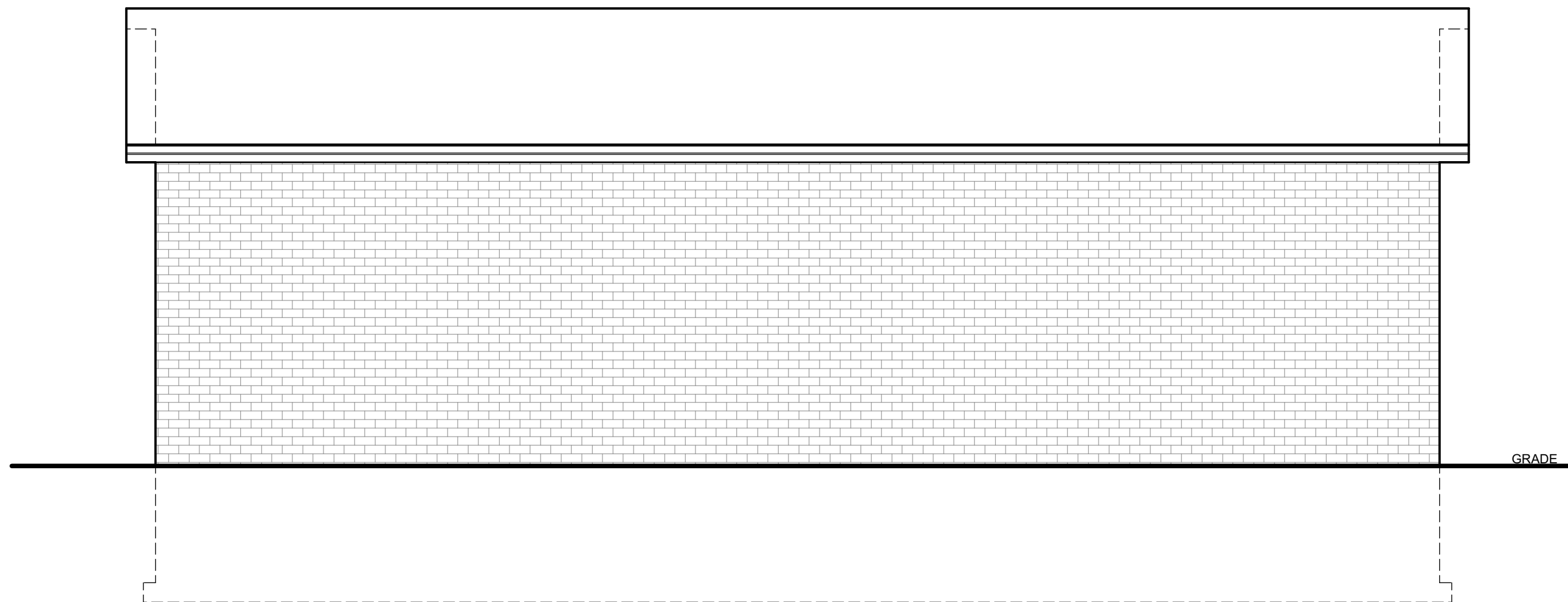
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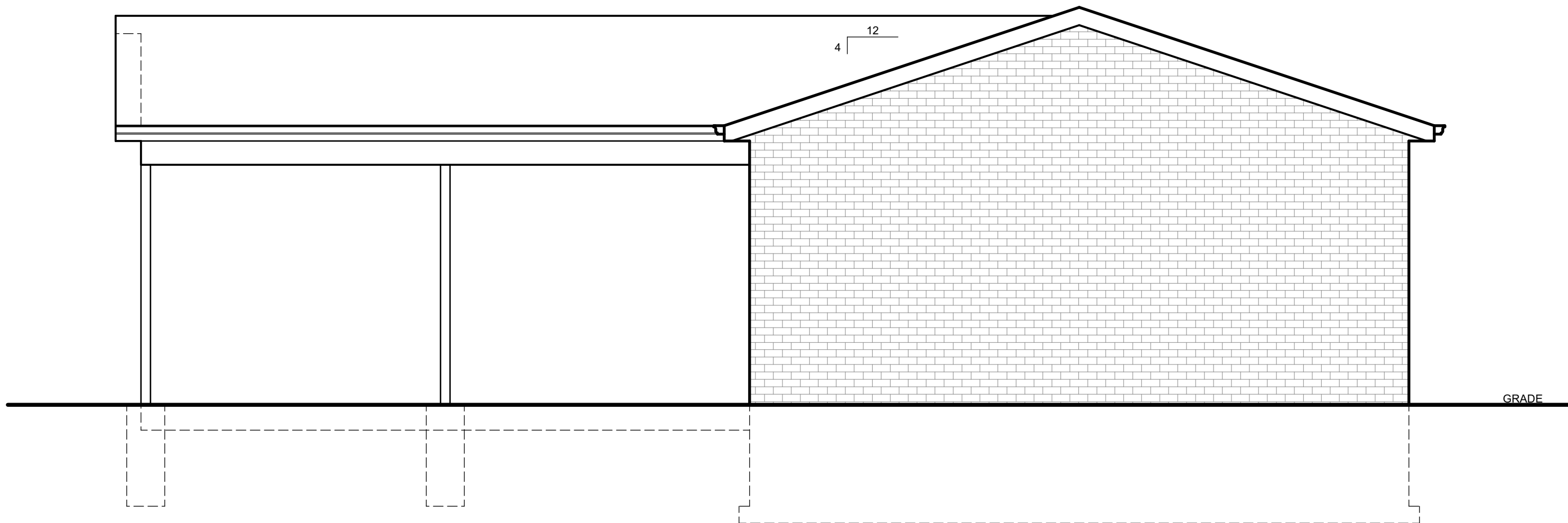
1 FRONT ELEVATION
SCALE: 1/4" = 1'-0"



2 LEFT SIDE ELEVATION
SCALE: 1/4" = 1'-0"



3 REAR ELEVATION
SCALE: 1/4" = 1'-0"



4 LEFT SIDE ELEVATION
SCALE: 1/4" = 1'-0"

NOTE: two faux windows will be added to this street facing side of the building to meet the code requirements.

Cold Spring Design

222 South Main Street
Fort Atkinson, WI 53538
P (920)568-9530
F (920)568-9531

ISSUE	
DATE	DESCRIPTION
2/21/2024	AS NOTED

HAUMERSON'S POND STORAGE BUILDING

FORT ATKINSON, WI 53538

CSD PROJECT #: 2334

SCALE: 1/4" = 1'-0"
DATE: 2/21/2024
DRAWN BY: JM
CHECKED BY: CFN

AS NOTED

ELEVATIONS

A2.1

ISSUE	
DATE	DESCRIPTION

HAUMERSON'S POND STORAGE BUILDING

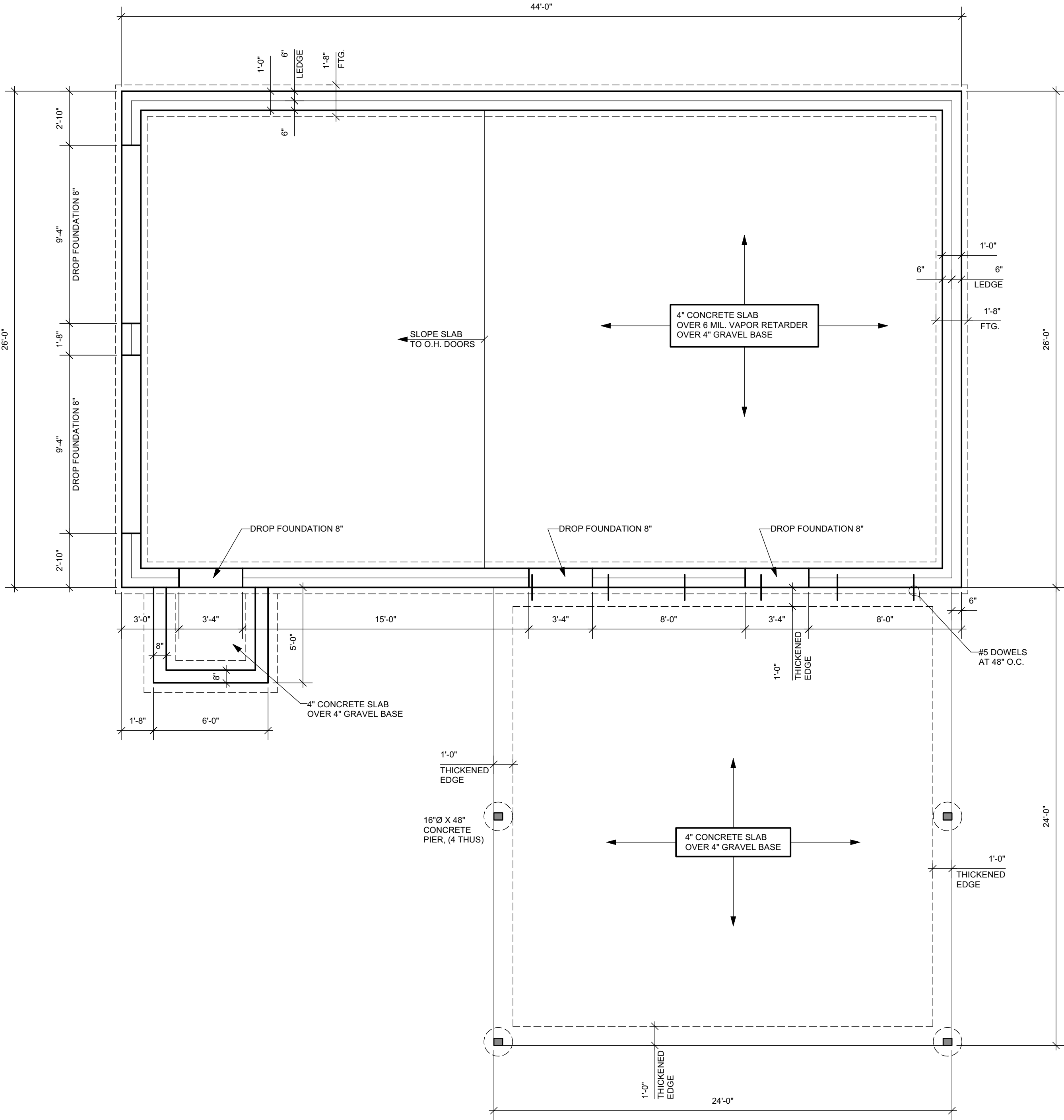
FORT ATKINSON, WI 53538

CSD PROJECT #: 2334

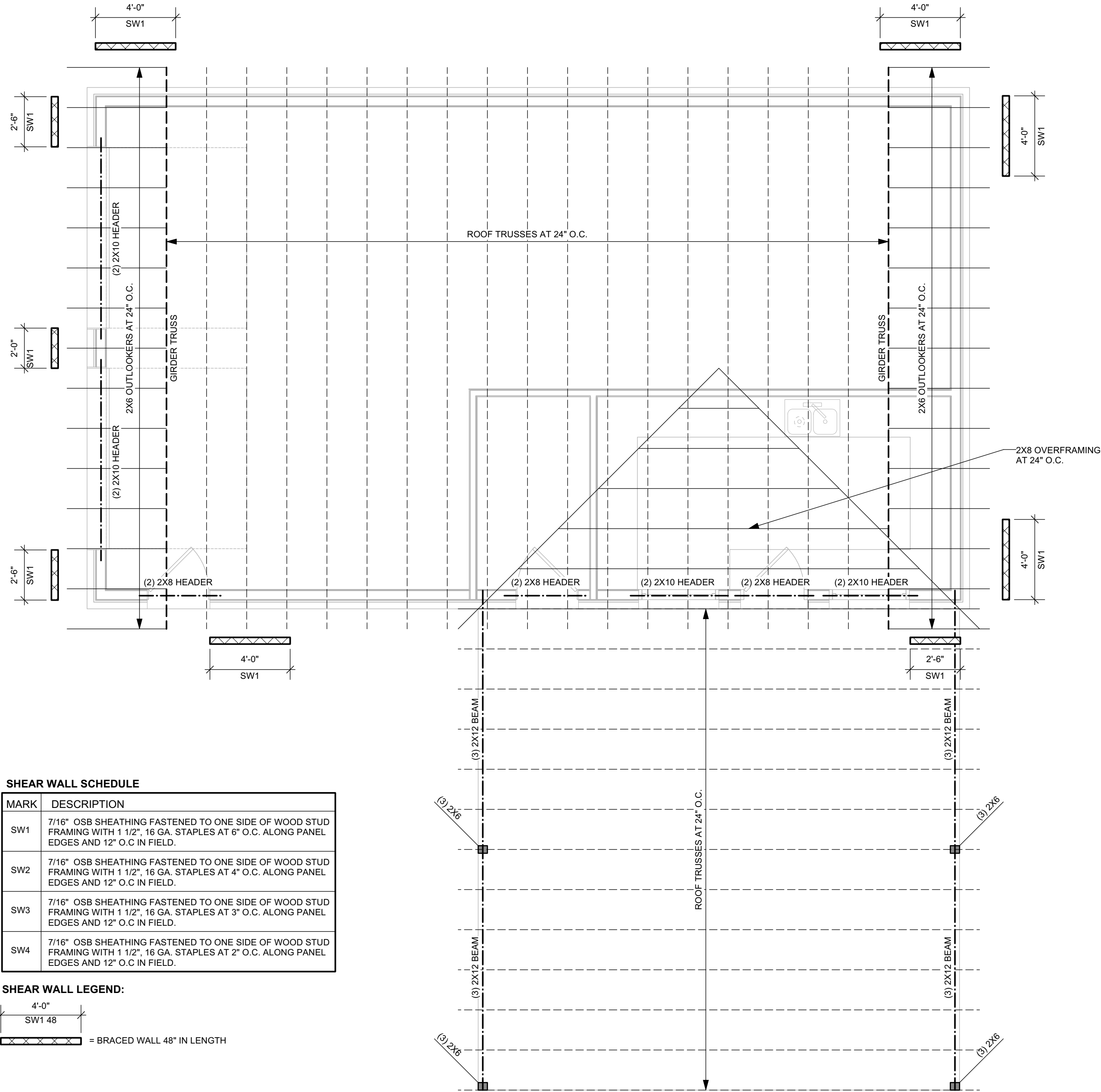
SCALE: AS NOTED
DATE: 2/21/2024
DRAWN BY: JM
CHECKED BY: CFN

FOUNDATION PLAN;
ROOF FRAMING PLAN

S1.1



1 FOUNDATION PLAN
SCALE: 1/4" = 1'-0" N →

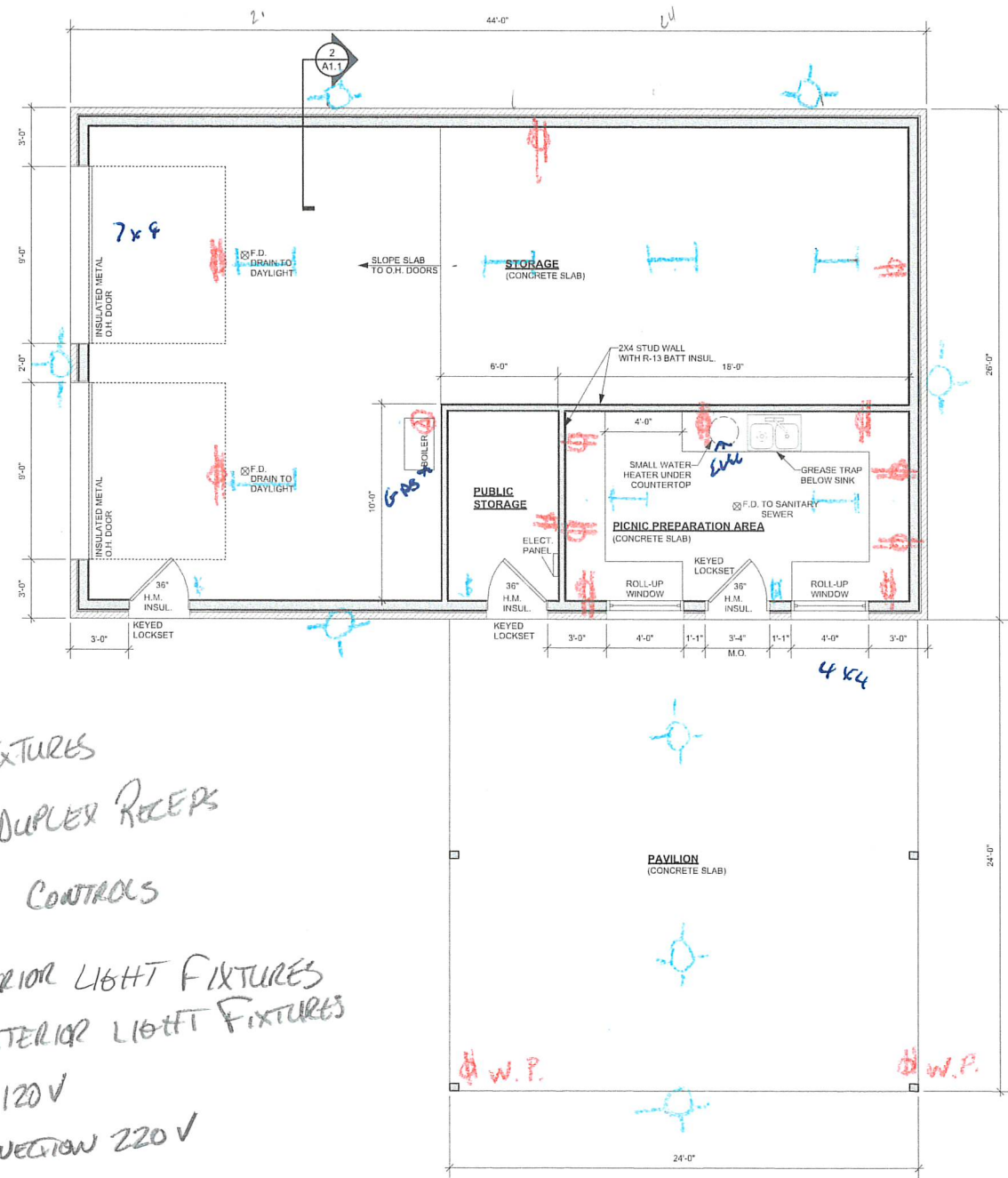


2 ROOF FRAMING PLAN
SCALE: 1/4" = 1'-0" N →

SHEAR WALL SCHEDULE	
MARK	DESCRIPTION
SW1	7/16" OSB SHEATHING FASTENED TO ONE SIDE OF WOOD STUD FRAMING WITH 1 1/2", 16 GA. STAPLES AT 6" O.C. ALONG PANEL EDGES AND 12" O.C. IN FIELD.
SW2	7/16" OSB SHEATHING FASTENED TO ONE SIDE OF WOOD STUD FRAMING WITH 1 1/2", 16 GA. STAPLES AT 4" O.C. ALONG PANEL EDGES AND 12" O.C. IN FIELD.
SW3	7/16" OSB SHEATHING FASTENED TO ONE SIDE OF WOOD STUD FRAMING WITH 1 1/2", 16 GA. STAPLES AT 3" O.C. ALONG PANEL EDGES AND 12" O.C. IN FIELD.
SW4	7/16" OSB SHEATHING FASTENED TO ONE SIDE OF WOOD STUD FRAMING WITH 1 1/2", 16 GA. STAPLES AT 2" O.C. ALONG PANEL EDGES AND 12" O.C. IN FIELD.

SHEAR WALL LEGEND:
4'-0" SW1 48
= BRACED WALL 48" IN LENGTH

NOTE: Exterior fixtures to match downlights on existing warming house.

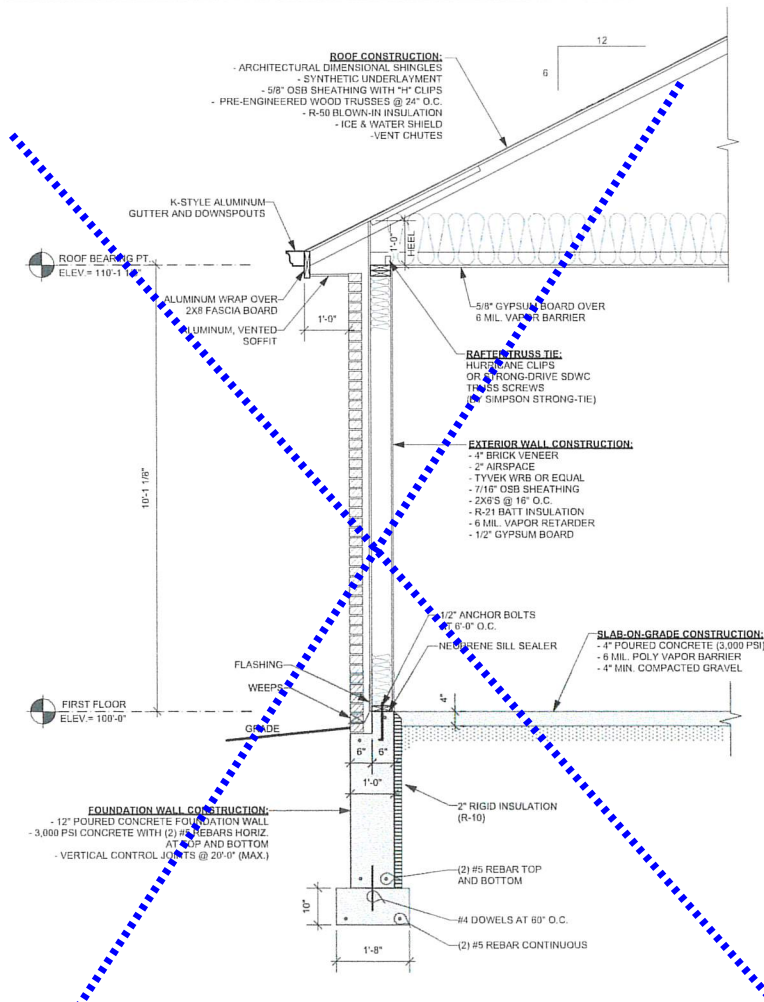


1 FLOOR PLAN
SCALE: 1/4" = 1'-0"

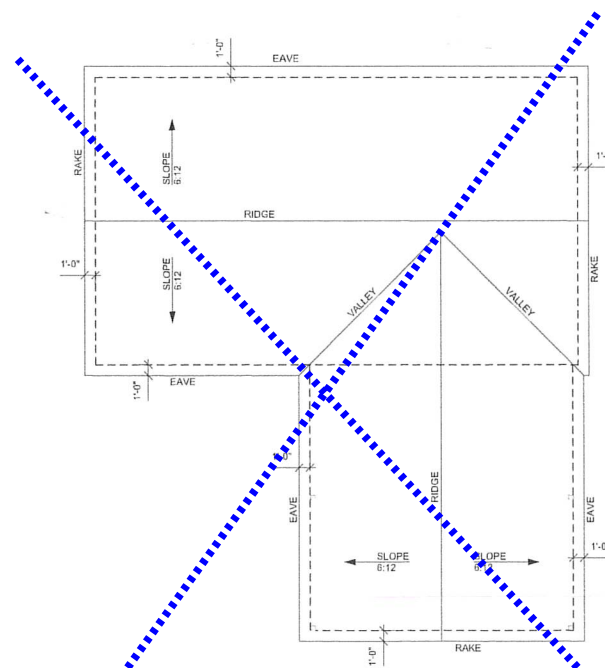
* NOTE: PROVIDE ARCHED BRICK LINTELS ABOVE EACH WINDOW AND DOOR OPENING

ELECTRICAL PLAN

- 7- LED SEALED FIXTURES
- 2- WEATHER PROOF DUPLEX RECEPTS
- 3- MOTION LIGHTING CONTROLS
- 6- WALL MOUNT EXTERIOR LIGHT FIXTURES
- 2- CEILING MOUNT EXTERIOR LIGHT FIXTURES
- 1- BOILER CONNECTION 120V
- 1- H₂O HEATER CONNECTION 220V



2 WALL SECTION
SCALE: 1/2" = 1'-0"



3 ROOF PLAN
SCALE: 1/8" = 1'-0"

HAUMERSON'S POND PAVILION
EQUIPMENT BUILDING

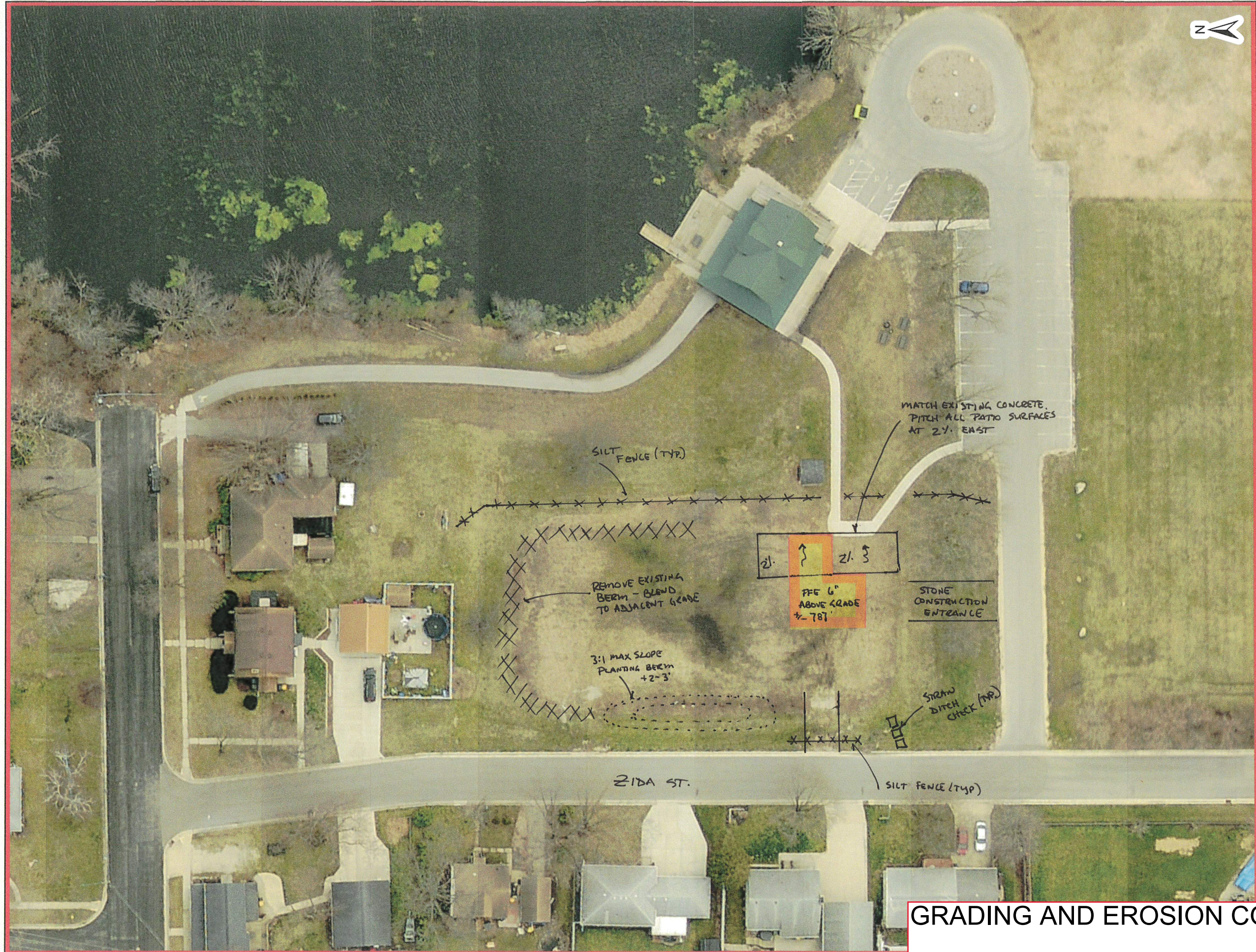
FORT ATKINSON, WI 53538

CSD PROJECT #: 2334

SCALE: AS NOTED
DATE: 4/3/2024
DRAWN BY: JM
CHECKED BY: CFN

FLOOR PLAN; WALL
SECTION; AND ROOF
PLAN

A1.1



NOTES-

- LAND DRAINS WEST TO EAST TOWARD POND
- CONSTRUCTION TRAFFIC TO ENTER FROM PARK ACCESS DRIVE
- FINAL RESTORATION OF DISTURBED AREAS TO BE HYDROSEED TMLF MIX.

50 25 0 50 Feet
1 inch = 50 feet

Printed on: May 9, 2024
Author: Public User

GRADING AND EROSION CONTROL PLAN



LANDSCAPE PLAN

LANDSCAPING

Type	Required	Proposed	Surplus	Status
Foundation	40	48	8	Met
Pave Area	50	20	0	Met with surplus
Lot	100	40	0	Met with surplus
Yard	20	33	13	Met
Buffer yard	209	594	385	Met
Total	389	735		

50 25 0 50 Feet
1 inch = 50 feet
Printed on: May 9, 2024
Author: Public User

C-WM-A-WDG-S4L-5K (17W).ies

C-Lite

C-WM-A-WDG-S4L-5K-xx-xx-xxxx-xxx (17W) CONFIGURED

FROM C-WM-A-WDG-S4L-5K-xx-xx-xxxx-xxx (36W)

CONFIGURED FROM C-Lite LED Gooseneck without Shade,

Selectable Wattage (36W), 5000K

Single (Arm)



Luminaire Watts 17 W

Ballast/Driver Factor 1.00

Light Loss Factor 1.00

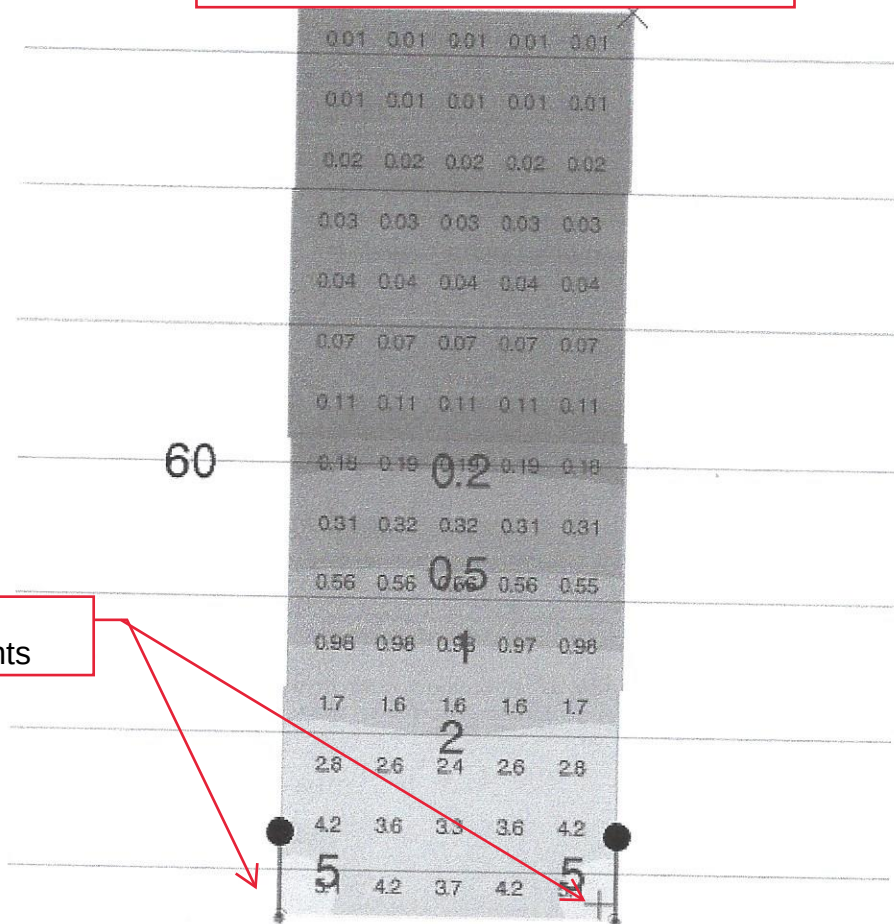
Total Proration Factor 1.00

Luminaire Lumens 2499 lms

22 ft

14 ft

ROW Line on Zida St



2 - Building Mounted Lights

Zida St side of building

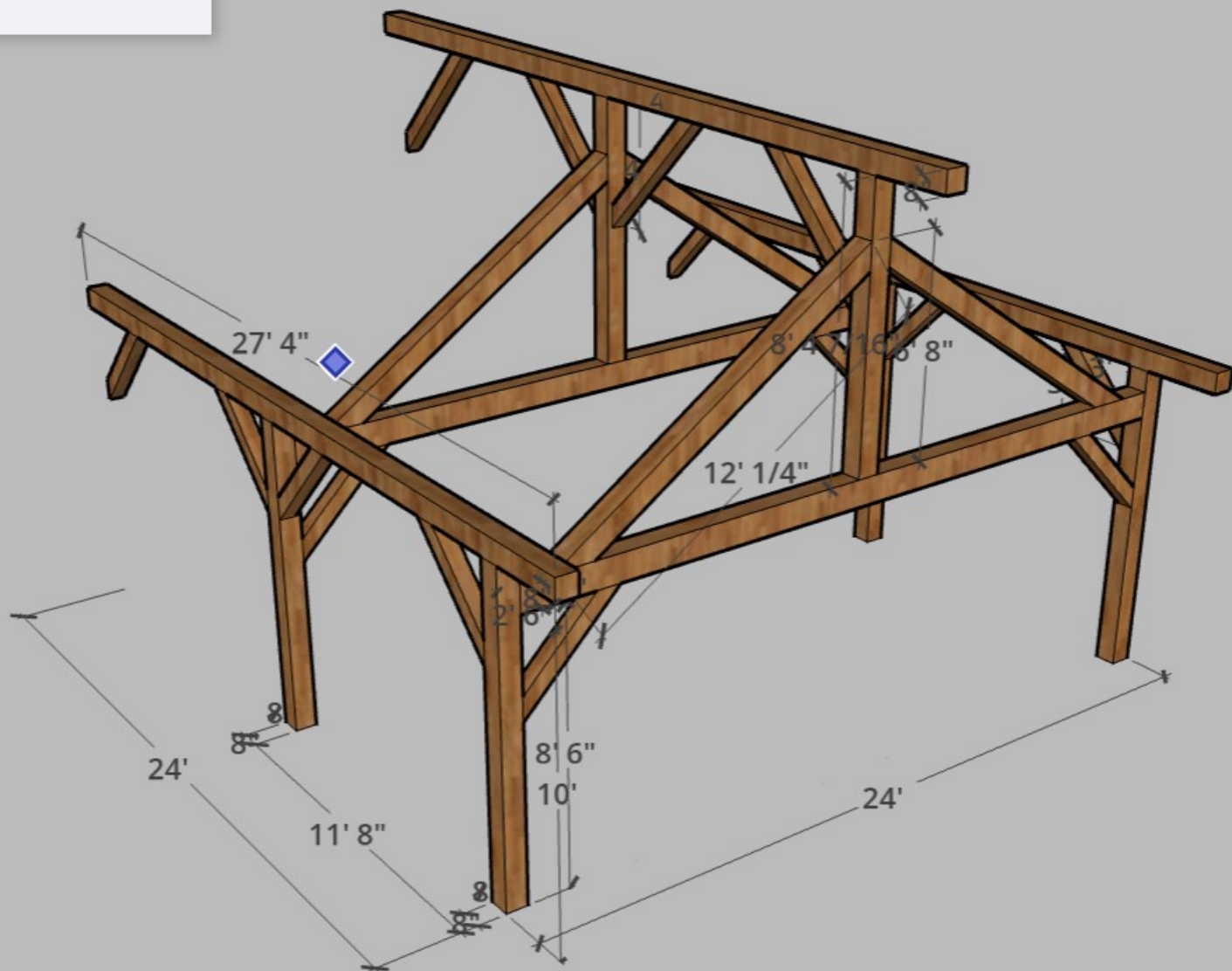
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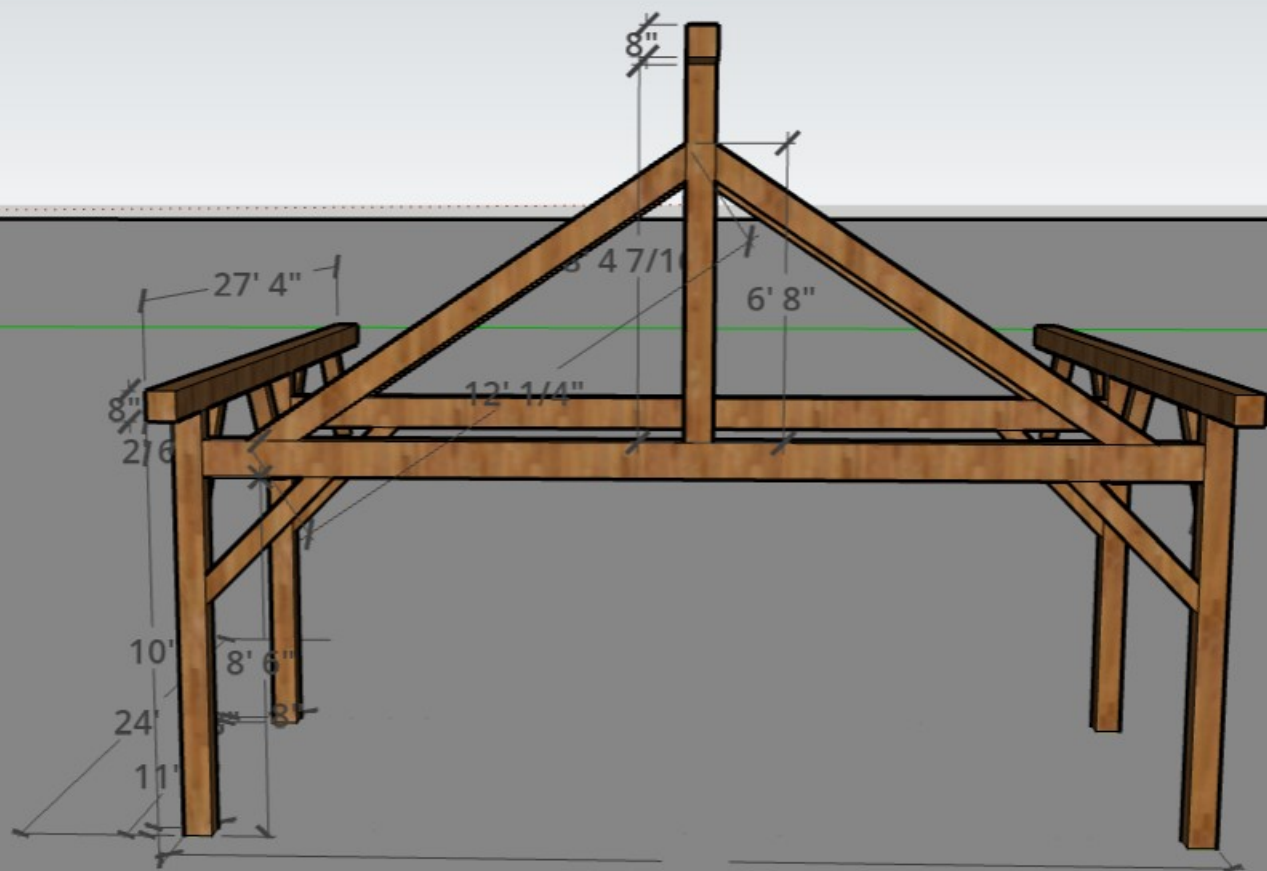
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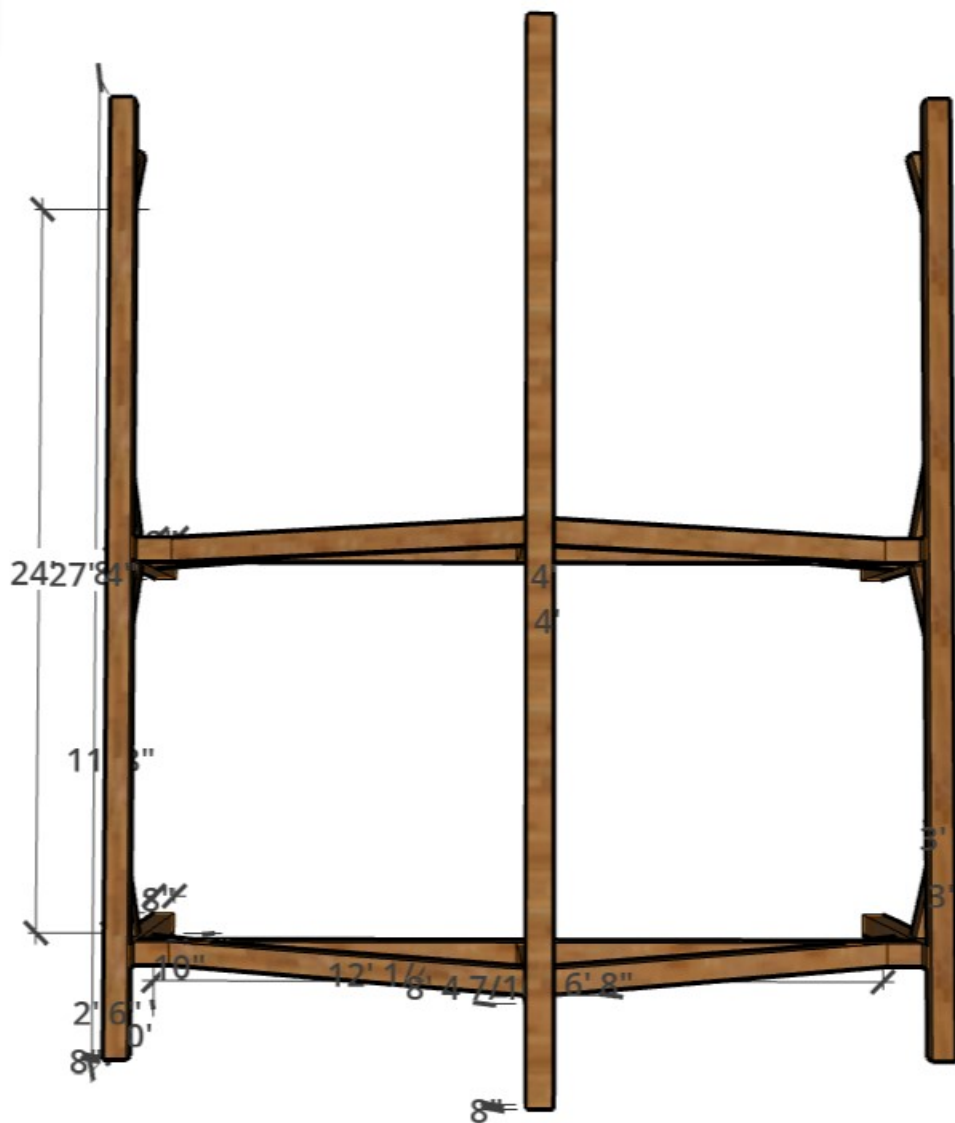
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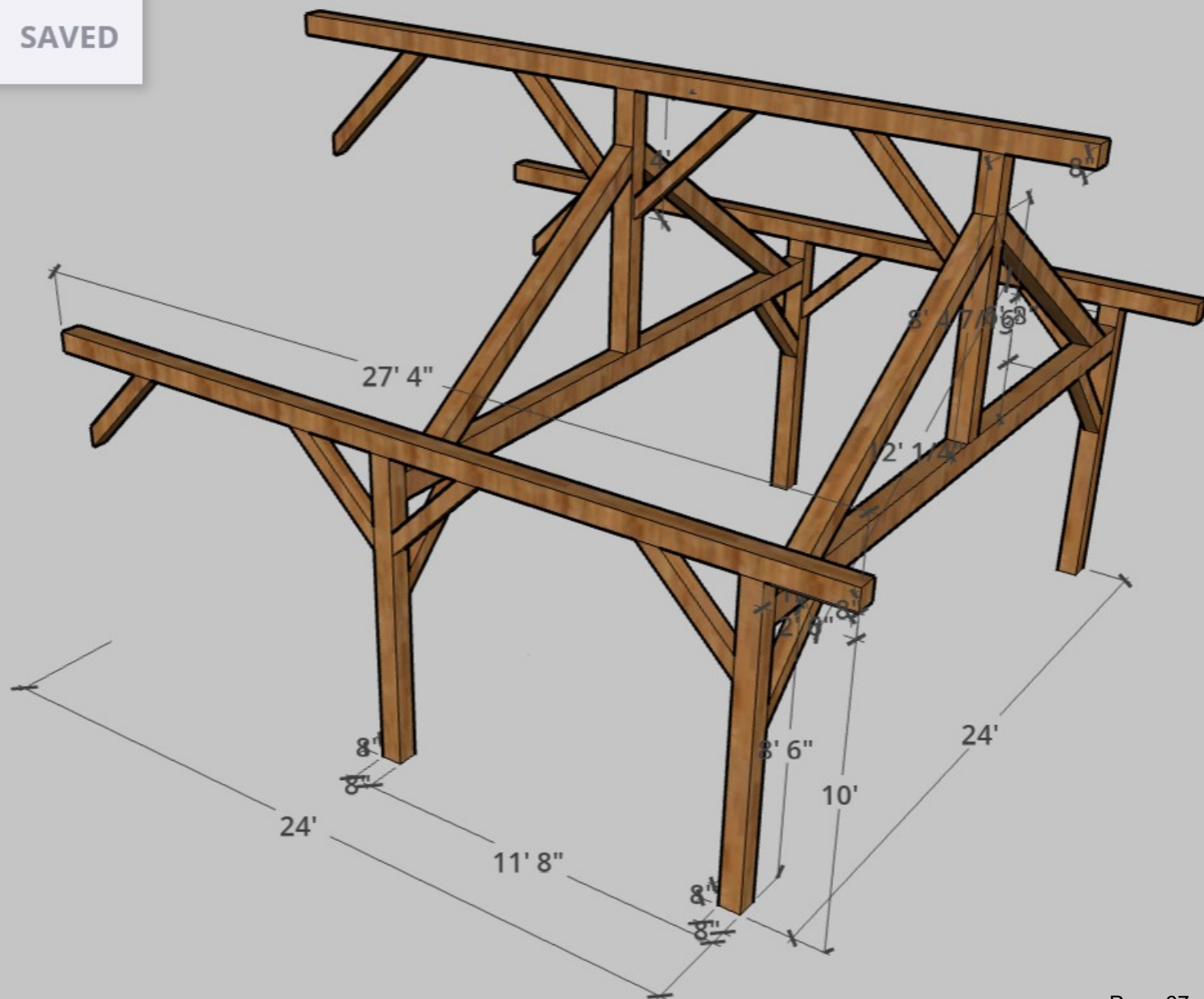


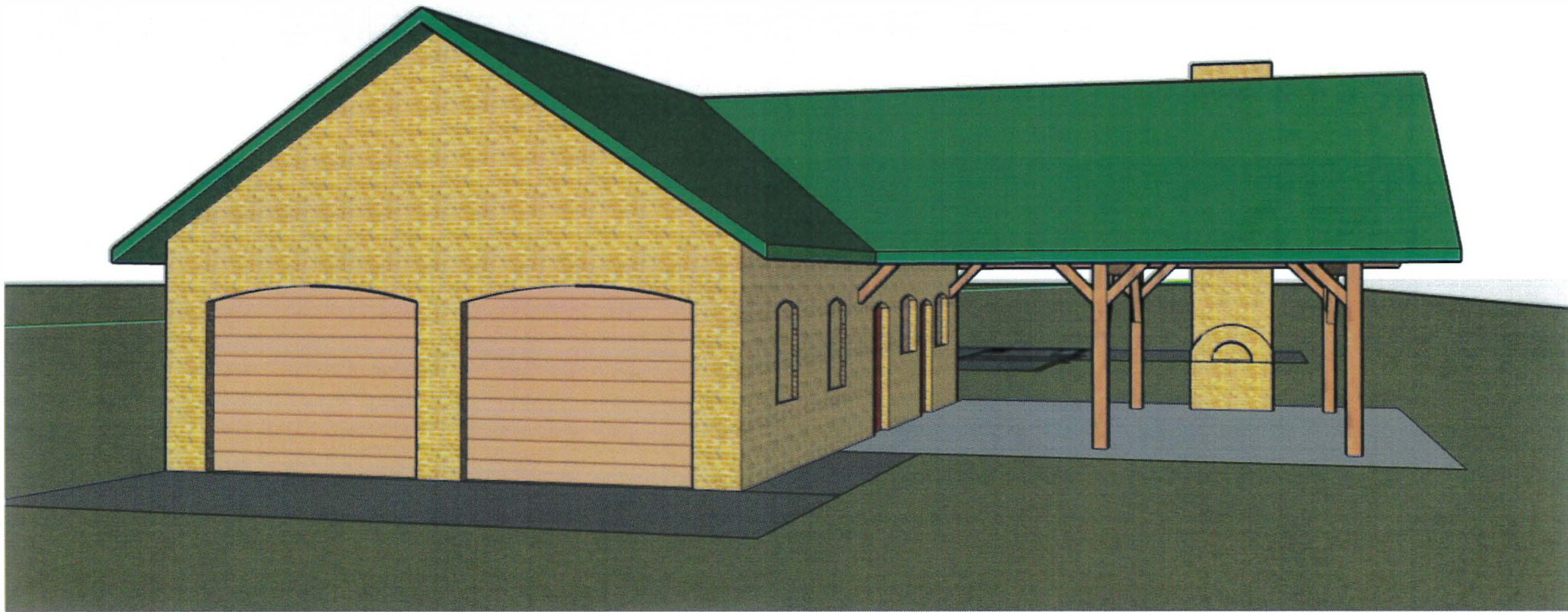
SAVED











FHP pavilion



SAVE

