

PLAN COMMISSION AGENDA

February 17, 2014

5:30 p.m.

Meeting Rooms D & E
City-County Government Center

160 South Macy Street
Fond du Lac, Wisconsin

I. OPENING CEREMONIES

- A. Attendance
- B. Declaration Quorum Present

II. APPROVAL OF MINUTES

December 9, 2013

III. PUBLIC HEARINGS

A. PUBLIC HEARING REGARDING THE PROPOSED CREATION OF TAX INCREMENTAL DISTRICT NUMBER EIGHTEEN BOUNDARIES AND THE PROPOSED PROJECT PLAN FOR THE DISTRICT

Effect: Designate the boundaries of Tax Incremental District Number Eighteen as set forth in the Project Plan; adopt the Project Plan for Tax Incremental District Number Eighteen; recommend to the City Council that Tax Incremental District Number Eighteen be created.

Location: Holiday Inn

Initiator: Community Development Director

IV. PETITIONS AND COMMUNICATIONS

A. SPECIAL USE PERMIT

Effect: Construct hotel (Hampton Inn) on vacant land zoned for business use.

Location: 77 North Pioneer Road

Initiator: Surendra Burman o/b/o A2N2 LLC

B. SPECIAL USE PERMIT

Effect: Construct convenience store with fuel pumps.

Location: South Hickory Street

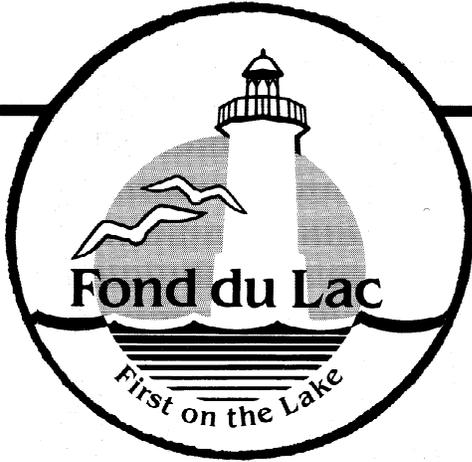
Initiator: Kwik Trip Inc.

V. REPORTS OF OFFICERS

Principal Planner

Subject: Zoning Code Recodification - Update

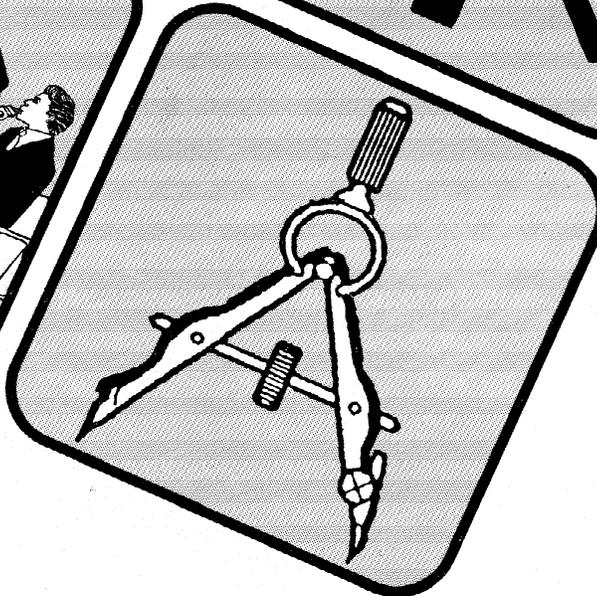
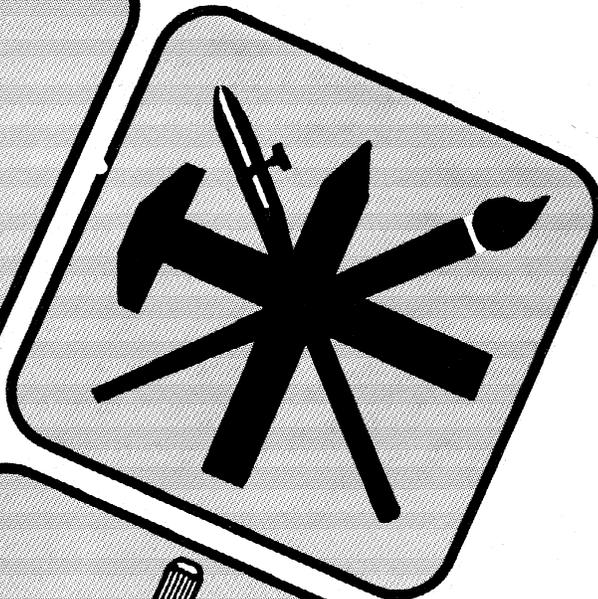
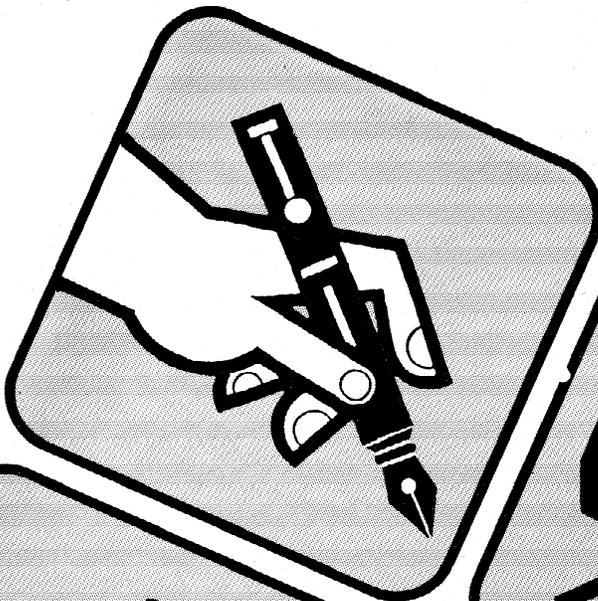
VI. ADJOURN



City Planning Commission

Feb. 17, 2014

5:30 pm



PLAN COMMISSION MINUTES

December 9, 2013

5:30 p.m.

Meeting Rooms D&E
City-County Government Center

160 South Macy Street
Fond du Lac, Wisconsin

OPENING CEREMONIES

ROLL CALL: Present: Dave Erickson
Lee Ann Lorrigan
Jordan Skiff
Brent Schumacher
Paul Smedberg
David Washkoviak (arrived @ 5:35 pm)
Marilyn Zangl

Absent: Stan Ramaker (excused)
Hertha Longo (excused)

Administrative Staff - Joellyn Dahlin, Principal Planner

Chairman Smedberg declared a quorum present.

APPROVAL OF MINUTES

November 18, 2013

Motion made by Commissioner Lorrigan to approve the November 18, 2013 minutes of the Plan Commission as presented.

Seconded by Commissioner Zangl.

ROLL CALL VOTE: Aye - Lorrigan, Skiff, Smedberg,
Zangl

Nay - None

Abstain - Erickson, Schumacher

Carried.

PETITIONS AND COMMUNICATIONS

CONSTRUCTION OF CURB AND GUTTER

Effect: To initiate administrative action for the construction of and levying special assessments

PLAN COMMISSION MINUTES

December 9, 2013

Page 2

Location: **East Arndt Street:** From N Main Street to 476.44 feet east of N Park Avenue
Fifteenth Street: From S Main Street to Ellis Street
West Second Street: From S Brooke Street to 16 west of Harrison Place

Initiator: Paul De Vries, City Engineer

Motion made by Commissioner Erickson to recommend to the City Council approval of a preliminary resolution. Seconded by Commissioner Schumacher.

ROLL CALL VOTE: Aye - Erickson, Lorrigan, Skiff, Schumacher, Smedberg, Zangl
Nay - None

Carried.

SPECIAL USE PERMIT

Effect: Construct a convenience store with gas pumps
Location: 158 North Main Street
Initiator: Kwik Trip Inc.

Appeared in Support and to Ask/Answer Questions:
Troy Mleziva, (Kwik Trip) 1626 Oak St., La Crosse, WI

Motion made by Commissioner Skiff to recommend to the City Council approval of the Special Use Permit to allow the land use as proposed, and permit a gas station on property within the Wellhead Protective Overlay District, subject to the following conditions:

1. The installation and use of underground and aboveground fuel tanks shall comply with requirements of the Wellhead Protection Overlay District and appropriate requirements of the City of Fond du Lac Water Utility.
2. Underground and aboveground fuel tanks shall provide proper containment (double-walled tank, or spill containment area). Proof of compliance with this requirement shall be provided to the Building Inspector in conjunction with required plans for review and approval of a building permit.

CITY OF FOND DU LAC - Memorandum

Department of Community Development

Date: February 4, 2014

To: City Planning Commission

From: Wayne Rollin, Community Development Director

Re: Tax Incremental District Number Eighteen

Enclosed is the proposed Project Plan for Tax Incremental District Number Eighteen (TID 18), which will be the subject of a public hearing at your February 17 meeting.

TID 18 will be utilized to assist in the creation of a conference center at the Holiday Inn in Fond du Lac. The owners of the Holiday Inn are planning a number of improvements on their property, starting with the construction of a Holiday Inn Express next door, and also including the complete renovation of the existing Holiday Inn. A 9000 square foot addition will be added to the north side of the Holiday Inn, and the existing conference space will be renovated, creating total conference space of approximately 16,000 square feet. Altogether, they will be investing about \$10 million in the property.

The City Council has approved a development agreement with the owners which would provide \$950,000 toward the conference center, pending the creation of the Tax Increment District. The additional taxes generated by the new Holiday Inn Express and the other property improvements will allow the City to recover its investment through the TID. If there is no TID, there will be no conference center.

Tax Incremental Financing (TIF) has been used successfully in Fond du Lac to fund the creation of industrial parks, the business park and a number of redevelopments. Several of the TIDs were so successful that they were paid off and closed years early. The City of Fond du Lac has been careful and successful in the use of Tax Incremental Financing.

TIF is authorized in state law and has been in use in Wisconsin since the 1970s. The creation of a TID requires the approval of the Planning Commission, the City Council, and the Joint Review Board. The Joint Review Board includes representatives of the taxing jurisdictions: the County, the City, the School

February 4, 2014

Page 2

District and MPTC. Once a TID is created, the additional taxes generated within the district are used to pay back the costs of the district.

Please note that the Plan Commission is charged with three tasks in the creation of a Tax Incremental District: to designate the TID boundaries, to adopt the project plan, and to recommend to the City Council that the district be created. The recommended motion for the TID is:

- to designate the boundaries of the Tax Incremental District as set forth in the project plan;
- to adopt the Project Plan;
- to recommend to the City Council that the Tax Incremental District be created.

Should you have any questions regarding the proposed TID, please contact me at 322-3440, or at wrollin@fdl.wi.gov. Thank you.

City of Fond du Lac
Notice of Public Hearing
Regarding the Proposed Creation of Tax Incremental District
Number Eighteen and the Proposed Project Plan Therefor

Notice is hereby given that the Planning Commission of the City of Fond du Lac will hold a public hearing on Monday, February 17, 2014 at 5:30 pm in Rooms D&E of the City-County Government Center, 160 South Macy Street, Fond du Lac, Wisconsin, regarding the proposed creation of Tax Incremental District Number Eighteen and the proposed Project Plan for the District. Copies of the proposed Project Plan are available upon request at the Community Development Office, City-County Government Center, 160 South Macy Street, Fond du Lac, Wisconsin, or by calling 920-322-3440, or on the web at www.fdl.wi.gov.

Most of the proceeds of the proposed Tax Incremental District will be paid to the owners of the Holiday Inn in Fond du Lac to assist in the creation of a conference center within the City.

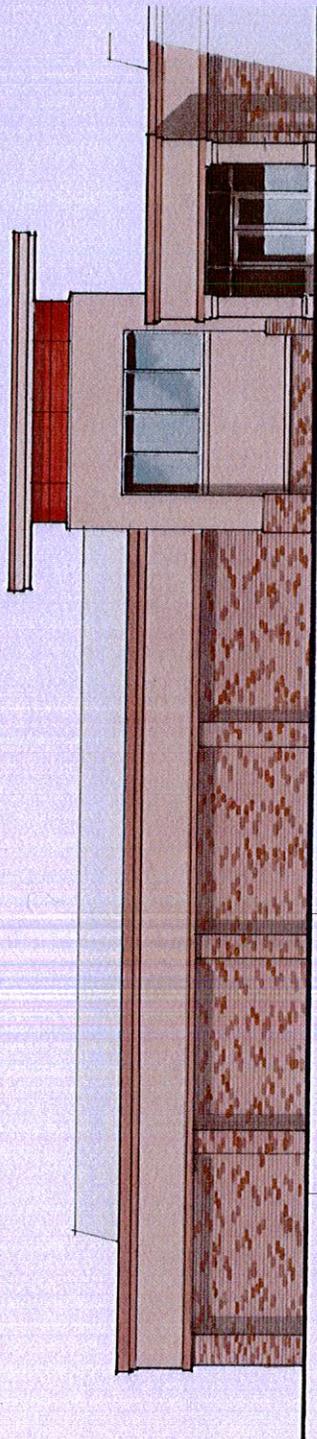
The proposed Tax Incremental District is described as a parcel of land being a part of Lot 1 and all of Lot 2 of Certified Survey Map Number 5450 in Volume 34 on Page 57 as recorded in the Fond du Lac County Register of Deeds and being located in part of the S.E.1/4 of the N.W.1/4 and part of the S.W.1/4 of the N.W.1/4 and part of the N.E.1/4 of the S.W.1/4 of Section 21, T.15N.- R.17E., in the City of Fond du Lac, Fond du Lac County, Wisconsin and being more particularly described as follows;

Commencing at the S.W. Corner of the N.W.1/4 of said Section 21 thence N.88°-59'-00"E., 662.35 feet along the South Line of the N.W. 1/4 of said Section 21; thence N.42°-27'-00"E., 283.30 feet; thence N. 49°-28'-38"E., 235.26 feet to a point on the Northeasterly right of way line of Rolling Meadows Drive which is the Point of Beginning for this description; thence N.49°-28'-38"E., 650.86 feet along the Southeasterly right of way line of Military Road to a point on the Southwesterly right of way line of U.S.H. "41"; thence S.68°-44'-48"E., 563.75 feet along said right of way line; thence S.41°-35'-00"W., 277.53 feet; thence N.48°-25'-00"W., 10.00 feet; thence S.41°-35'-00"W., 586.00 feet to the Northeasterly right of way line of Rolling Meadows Drive; thence N.48°-25'-00"W., 453.72 feet along said right of way line; thence N.41°-35'-00"E., 22.97 feet; thence N.48°-25'-00"W., 154.28 feet to the Point of Beginning containing 9.784 Acres (426,184 Sq. Ft.) of land more or less.

The district can generally be described as land including and adjacent to the Holiday Inn property located at 625 West Rolling Meadows Drive in Fond du Lac.

Publish February 3 and February 10, 2014.

DRAFT



CONSERVE
ADDITION

WEST ELEVATION
SCALE 1/4" = 1'-0"



**TAX INCREMENTAL DISTRICT
NUMBER EIGHTEEN**

**FOND DU LAC,
WISCONSIN**

**PROJECT PLAN
JANUARY, 2014**

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TID NO.18 – TIMELINE

ACTION	DATE	NOTES
Notice to taxing authorities	Jan 28	Mail out copy of Public Notice – include cash grants statement
Blight letter and Public Notice	Jan 28	To owners
Public Notice #1 for Plan Commission	Feb 3	Publish Reporter
Public Notice #2 for Plan Commission	Feb 10	Publish Reporter
Public Notice – Class 1 – for JRB meeting	Feb 4	Must be at least 5 days prior to JRB
Joint Review Board – initial meeting	Feb 10-14	Include Development Agreement
Plan Commission – combined hearings	Feb 17	Send Project Plan early
City Council adoption	Mar 12	<ol style="list-style-type: none"> 1. Requires 14 day waiting period. 2. Approve Project Plan 3. Create District
Public Notice – Class 1 – for JRB	Mar 13	Must be at least 5 days prior to JRB
Notice to Joint Review Board	Mar 13	Immediately after Council adoption
Joint Review Board – certification meeting	Mar 19-21	Depends on Council adoption date – also check with board members – must be within 30 days after receiving resolution
JRB notification to City	Mar 21	Must be within 7 days of JRB decision

**City of Fond du Lac
TID No. 18 – Joint Review Board**

School District Representative	County Representative
Wendy Brockert	Erin Gerred
Director of Business Services	Director of Administration
Fond du Lac School District	Fond du Lac County
72 W 9 th Street	160 S Macy Street
Fond du Lac, WI 54935	Fond du Lac, WI 54935
906-6442	929-3156
brockertw@fonddulac.k12.wi.us	erin.gerred@fdlco.wi.gov
MPTC Representative	City Representative
Bonnie Baerwald	Joe Moore
Vice President of Financial Services	City Manager
Moraine Park Technical College	City of Fond du Lac
235 N National Avenue	160 S Macy Street, P.O. Box 150
Fond du Lac, WI 54935	Fond du Lac, WI 54936-0150
929-2131	322-3408
bbaerwald@morainepark.edu	jmoore@fdl.wi.gov
Citizen Representative	City Staff
Randy Mittelstaedt	Hal Wortman, Director of Administration
Vice President	322-3450
National Exchange Bank & Trust	hwortman@fdl.wi.gov
P.O. Box 988	Wayne Rollin, Community Development Director
Fond du Lac, WI 54936-0988	322-3440
924-2244	wrollin@fdl.wi.gov
rmittels@nebat.com	

kay/tid18jointreviewboard

City of Fond du Lac
Notice of Public Hearing
Regarding the Proposed Creation of Tax Incremental District
Number Eighteen and the Proposed Project Plan Therefor

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Publish February 3 and February 10, 2014.

GOAL AND OBJECTIVES

The goal of Tax Incremental District Number Eighteen (TID 18) is to assist in the creation of a conference center attached to the Holiday Inn in Fond du Lac. The City of Fond du Lac and the Fond du Lac Convention and Visitor's Bureau have long wanted to have additional conference space available in the community. TID 18 will be utilized to assist the owners of the Holiday Inn in Fond du Lac to create additional conference space through the construction of a 9000 square foot addition to their existing 7000 square feet of conference space, creating a total of approximately 16,000 square feet of conference space.

At the same time, the owners of the Holiday Inn will be constructing a new Holiday Inn Express hotel nearby, and within TID 18. The tax increment created within TID 18 by the construction of the new Holiday Inn Express will provide cash flow sufficient to repay the City of Fond du Lac for the financial assistance provided for the conference center.

Along with the construction of the new Holiday Inn Express and the new conference space attached to the existing Holiday Inn, the existing Holiday Inn will also be renovated, as will the existing conference space. Altogether, with the new hotel, the new conference center, and the renovation of the existing hotel and conference space, the owners of the Holiday Inn will be investing approximately \$10 million.

The goal of TID 18 will be realized by attaining the following objectives:

1. TID 18 will provide the means to fund \$950,000 in City economic development assistance to the Holiday Inn conference center project.
2. The tax increment created by the new Holiday Inn Express will provide cash flow sufficient to repay the City of Fond du lac for the assistance provided to the conference center project.
3. The creation of the conference center will allow the community to host more and larger conferences and events. The benefits of this additional economic activity will accrue to hotels, restaurants and other business within the community, and will increase the local tax base and employment. It will also enhance the utilization of the Holiday Inn, preventing potential blight or underutilization of the property.

DECLARATION

State law requires that the basis for creation of a Tax Incremental District be clearly stated, out of the several potential types of districts which may be authorized. Tax

Incremental District Number 18 is an area at least 50% of which is in need of rehabilitation or conservation work, as stated in Section 66.1105, Wisconsin Statutes. In its existing condition, and without the planned investment, including renovation and the addition of conference facilities, the property is in need of rehabilitation work. The planned investment will address this need.

PROJECT SUMMARY AND SCHEDULE

Tax Incremental District Number Eighteen is located along US Highway 41, County Highway D, and Rolling Meadows Drive. See the enclosed maps for the exact location and boundaries of the TID. All of the land within the TID is owned or controlled by the owners of the Holiday Inn property (Wisco Partners) or by associated entities.

The purpose of the TID is to provide a method for the City of Fond du Lac to assist in the creation of a conference center at this site. The creation of the conference center at this location would not be feasible without the proposed financial assistance, and the provision of financial assistance by the City would not be possible without the TID.

Renovation of the existing Holiday Inn hotel has already started with the renovation of the restaurant space. The project will continue in April of 2014 with initiation of construction of the Holiday Inn Express. Construction of the additional conference space will take place beginning in fall of 2014. The new conference space and the new hotel will open in early 2015, and the renovation of the existing Holiday Inn space will be completed soon thereafter.

The life of TID 18 will be up to 27 years, although it is anticipated that the City's expenditures will be recovered prior to the 27-year life of the TID, in which case the TID will be closed early. If for any reason tax increment projections are not met, the City of Fond du Lac will seek to extend the life of the TID as permitted by state law, the Joint Review Board, and other approving authorities.

LIST OF PUBLIC IMPROVEMENTS

There will be no public improvements financed or constructed as part of Tax Incremental District Number Eighteen. Project costs will include a \$950,000 cash payment made to the owners of the Holiday Inn to assist in the creation of the conference center, as well as minor administrative costs which will be charged to the TID.

DESCRIPTION OF TIMING AND METHODS OF FINANCING

The cash assistance payment will be financed with long-term borrowing in the form of General Obligation debt. City administrative costs, such as State of Wisconsin fees and costs of State-required audits, will be paid from future tax increments.

ECONOMIC FEASIBILITY STUDY

The Tax Increment Revenue Projection spreadsheet indicates the tax increments which will be received throughout the life of the TID. The Annual Cash Flow Projection spreadsheet shows how these tax increments are distributed to debt service and administrative costs. These spreadsheets demonstrate the economic feasibility of TID 18.

PROPOSED CHANGES IN CITY ORDINANCES

There are no changes in any City ordinances, codes, or Official Maps necessitated by TID 18.

ESTIMATED NON-PROJECT COSTS

There will be no non-project costs charged to TID 18.

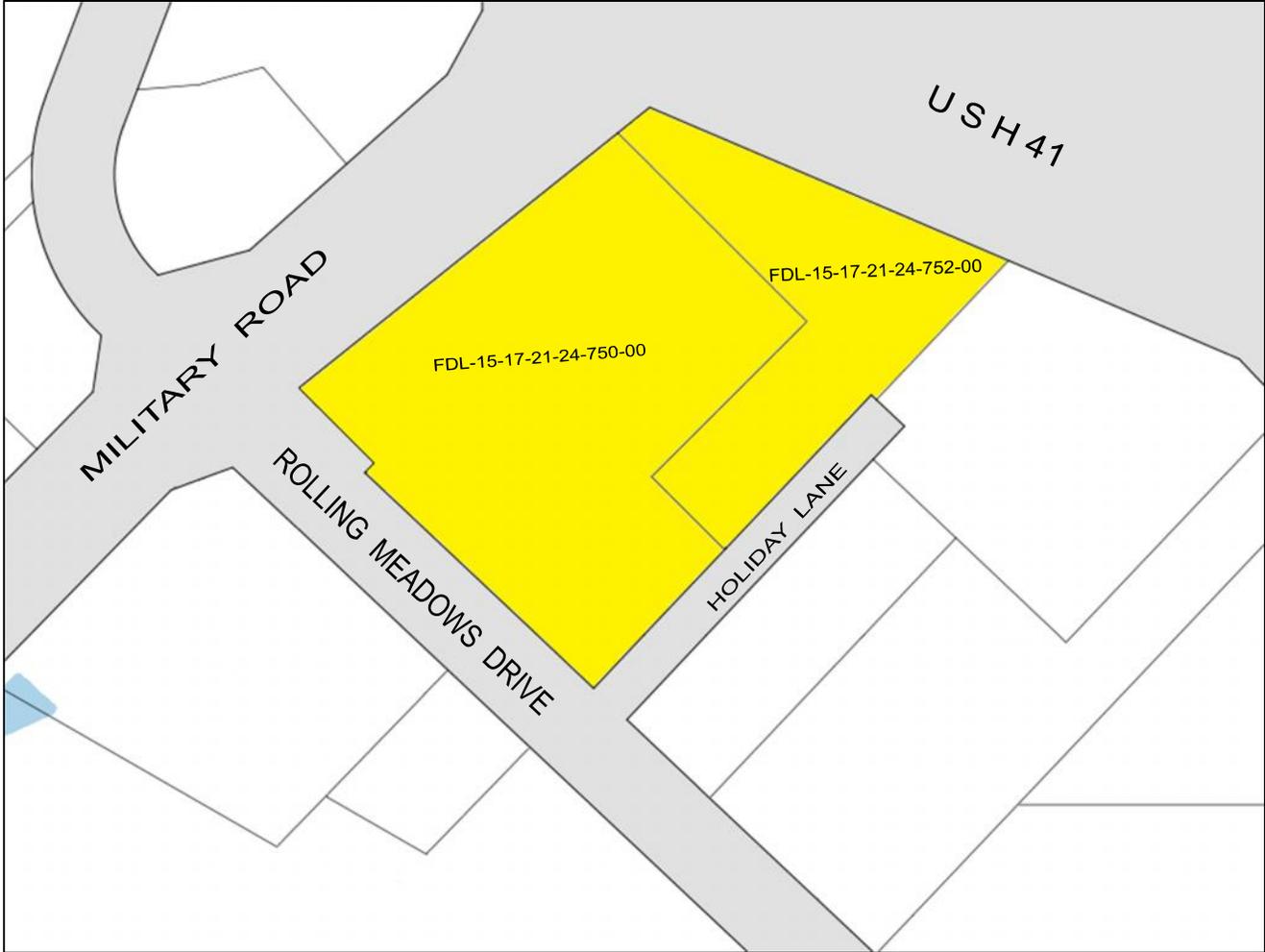
RELOCATION

There will be no residences displaced by TID 18, and thus there will be no need for residential relocation.

ORDERLY DEVELOPMENT

The creation of Tax Incremental District Number Eighteen promotes the orderly development of the City of Fond du Lac by assisting in the creation of a conference center and also assisting in the stabilization of an important hotel property. This promotes orderly land use and promotes additional economic development of the City, creating jobs and tax base, and is clearly within the best interests of the community.

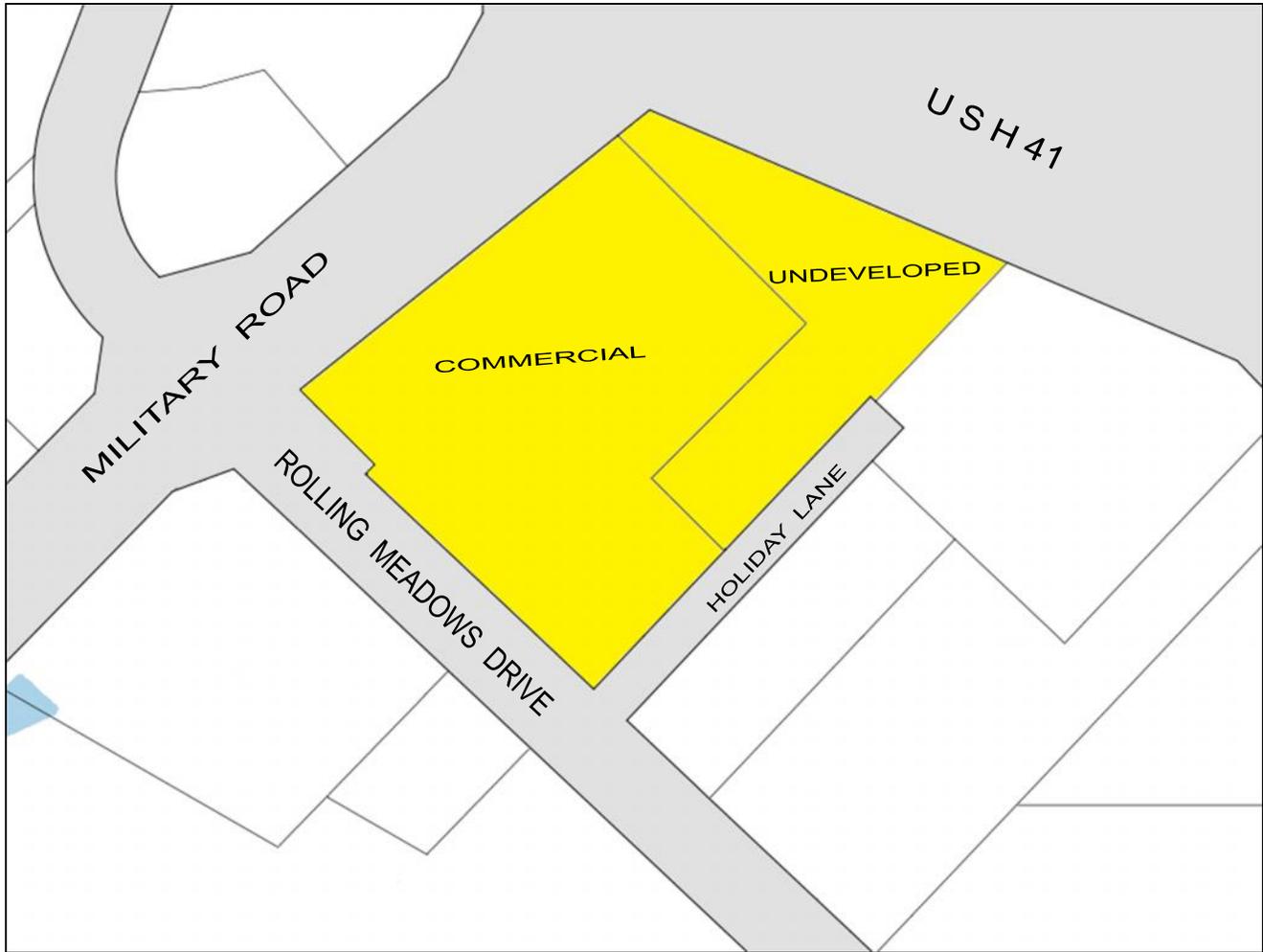
City of Fond du Lac
TID No. 18



 TID No. 18 Boundary

City of Fond du Lac
TID No. 18

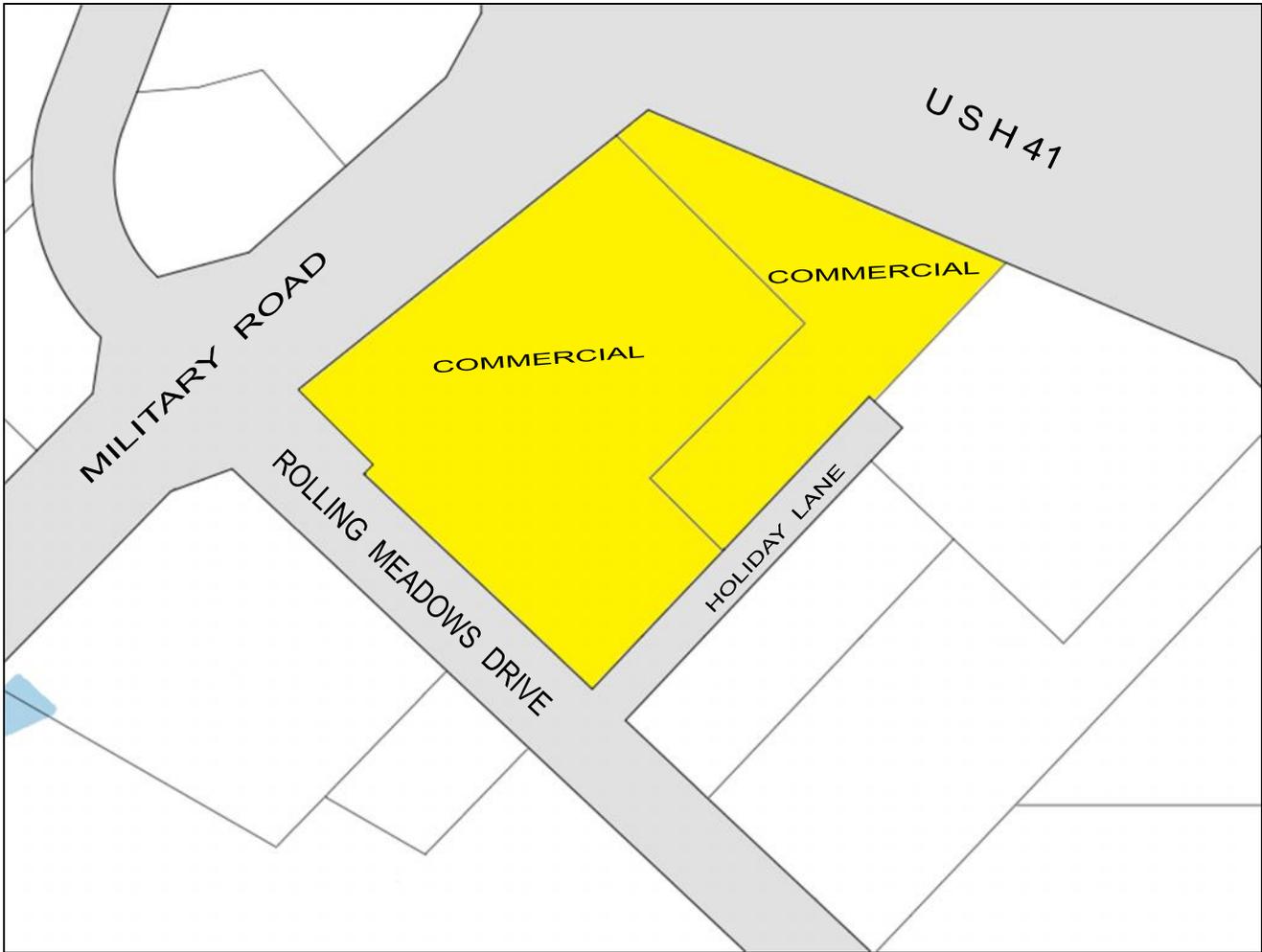
EXISTING LAND USE



 TID No. 18 Boundary

City of Fond du Lac
TID No. 18

PROPOSED LAND USE



 TID No. 18 Boundary

**City of Fond du Lac
Tax Increment District Number Eighteen
Tax Increment Revenue Projection**

Year Assessed	Year Available	Increment Value	Tax Rate	Projected Tax Increment
2015	2016	\$ 3,000,000	\$ 25.00	\$ 75,000
2016	2017	3,000,000	25.00	75,000
2017	2018	3,000,000	25.00	75,000
2018	2019	3,000,000	25.00	75,000
2019	2020	3,000,000	25.00	75,000
2020	2021	3,000,000	25.00	75,000
2021	2022	3,000,000	25.00	75,000
2022	2023	3,000,000	25.00	75,000
2023	2024	3,000,000	25.00	75,000
2024	2025	3,000,000	25.00	75,000
2025	2026	3,000,000	25.00	75,000
2026	2027	3,000,000	25.00	75,000
2027	2028	3,000,000	25.00	75,000
2028	2029	3,000,000	25.00	75,000
2029	2030	3,000,000	25.00	75,000
2030	2031	3,000,000	25.00	75,000
2031	2032	3,000,000	25.00	75,000
2032	2033	3,000,000	25.00	75,000
2033	2034	3,000,000	25.00	75,000
2034	2035	3,000,000	25.00	75,000
				<u>\$ 1,500,000</u>

Assumptions:

- 1) Property value remains the same throughout projection period.
- 2) Tax rate remains the same throughout the life of the district.

**City of Fond du Lac
Tax Incremental District Number Eighteen
Annual Cash Flow Projection**

Year	Tax Increment Revenue	Debt Service	Legal & Admin Costs	Debt Proceeds	Project Costs	Annual Cash Increase (Decrease)	Cash Balance (Deficit)
2014	\$ -	\$ -	\$ (1,000)	\$ 1,000,000	\$ (950,000)	\$ 49,000	\$ 49,000
2015	-	(37,500)	(4,000)			(41,500)	7,500
2016	75,000	(72,500)	(1,000)			1,500	9,000
2017	75,000	(76,188)	(1,000)			(2,188)	6,813
2018	75,000	(74,688)	(1,000)			(688)	6,125
2019	75,000	(73,188)	(1,000)			813	6,938
2020	75,000	(76,688)	(1,000)			(2,688)	4,250
2021	75,000	(75,000)	(1,000)			(1,000)	3,250
2022	75,000	(73,313)	(1,000)			688	3,938
2023	75,000	(76,625)	(1,000)			(2,625)	1,313
2024	75,000	(74,750)	(1,000)			(750)	563
2025	75,000	(72,875)	(1,000)			1,125	1,688
2026	75,000	(76,000)	(1,000)			(2,000)	(313)
2027	75,000	(73,938)	(1,000)			63	(250)
2028	75,000	(71,875)	(1,000)			2,125	1,875
2029	75,000	(74,813)	(1,000)			(813)	1,063
2030	75,000	(72,563)	(1,000)			1,438	2,500
2031	75,000	(75,313)	(1,000)			(1,313)	1,188
2032	75,000	(72,875)	(1,000)			1,125	2,313
2033	75,000	(75,438)	(1,000)			(1,438)	875
2034	75,000	(77,813)	(1,000)			(3,813)	(2,938)
2035	75,000	0	(7,500)			67,500	64,563
	<u>\$ 1,500,000</u>	<u>\$ (1,453,938)</u>	<u>\$ (31,500)</u>	<u>\$ 1,000,000</u>	<u>\$ (950,000)</u>	<u>\$ 64,563</u>	<u>\$ 64,563</u>

**City of Fond du Lac
Tax Increment District Number Eighteen
Debt Payment Schedule**

Year	Principal	Interest	Total	Balance
2014				1,000,000
2015	-	37,500	37,500	1,000,000
2016	35,000	37,500	72,500	965,000
2017	40,000	36,188	76,188	925,000
2018	40,000	34,688	74,688	885,000
2019	40,000	33,188	73,188	845,000
2020	45,000	31,688	76,688	800,000
2021	45,000	30,000	75,000	755,000
2022	45,000	28,313	73,313	710,000
2023	50,000	26,625	76,625	660,000
2024	50,000	24,750	74,750	610,000
2025	50,000	22,875	72,875	560,000
2026	55,000	21,000	76,000	505,000
2027	55,000	18,938	73,938	450,000
2028	55,000	16,875	71,875	395,000
2029	60,000	14,813	74,813	335,000
2030	60,000	12,563	72,563	275,000
2031	65,000	10,313	75,313	210,000
2032	65,000	7,875	72,875	145,000
2033	70,000	5,438	75,438	75,000
2034	75,000	2,813	77,813	-
Totals	1,000,000	453,938	1,453,938	

Assumptions:

- 1) 20-year debt repayment term.
- 2) Interest rate of 3.75% per year.
- 3) Debt includes project costs of \$950,000 and one year capitalized interest.

CITY OF FOND DU LAC - Memorandum

To: Whom It May Concern
From: Deborah Hoffmann, City Attorney
Re: Tax Incremental District Number Eighteen

I hereby advise that the Project Plan for Tax Incremental District Number Eighteen is complete, and is in compliance with sec 66.1105 of the Wisconsin Statutes.

CITY OF FOND DU LAC - Memorandum

Department of Community Development

Date: January 7, 2013

To: Whom It May Concern

From: Wayne Rollin, Community Development Director

Re: Certification of City Zoning Map

This is to certify that the area within Tax Incremental District Number Eighteen is zoned B-5 Special Commercial District. There are no changes required in the City Comprehensive Plan, building codes, or other City ordinances necessitated by the creation of TID 18.

RESOLUTION NO. _____

**A Resolution Approving the Project Plan for
And Creating Tax Incremental District Number Eighteen,
City of Fond du Lac**

WHEREAS, Section 66.1105 of the Wisconsin Statutes provides the authority and procedure for creating tax incremental districts; and

WHEREAS, the City of Fond du Lac has complied with those procedures in a timely manner by:

- a. Holding properly noticed public hearings regarding the creation of proposed Tax Incremental District Number Eighteen (the "District") and the proposed project plan therefor (the "Project Plan");
- b. Giving required notices to the Chief Executive Officer or Administrator of all local government entities having the power to levy taxes on property located within the District; and
- c. Convening a Joint Review Board.

WHEREAS, the Plan Commission has adopted the Project Plan for the District and has favorably recommended to this City Council that the District be created; and

WHEREAS, the public hearing on the Project Plan has been held at least 14 days prior to this date; and

WHEREAS, this City Council hereby makes the following findings regarding the District, to wit:

- a. No less than 50% by area of the real property within the District is in need of rehabilitation or conservation work;
- b. Improvement of such area is likely to enhance significantly the value of substantially all the real property in the District;
- c. The project costs relate directly to rehabilitation and conservation work and promoting development within the District;
- d. The equalized value of taxable property of the District plus all existing districts within the City does not exceed 12% of the total equalized value of taxable property within the City; and
- e. The rehabilitation or conservation work described in the Project Plan for Tax Incremental District Number Eighteen would not occur without the creation of the district.

WHEREAS, the City will assess the property within the District as one or more whole units of property for general property tax purposes.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL of the City of
Fond du Lac that:

1. Tax Increment District Number Eighteen is a rehabilitation or conservation TID within the meaning found in Section 66.1105, Wisconsin Statutes. The creation of a tax incremental district in the area in question for the purpose of promoting redevelopment is deemed to be in the public interest and a proper public purpose;
2. The Project Plan for the District is feasible, in conformity with the Comprehensive Plan of the City, and is hereby approved;
3. The District is hereby created and named "Tax Incremental District Number Eighteen, City of Fond du Lac";
4. The boundaries of the District as set forth in the Project Plan are accepted and adopted; and
5. January 1, 2014 is established as the date of creation of the District.

ADOPTED:

Samuel Meyer, President
Fond du Lac City Council

Attest:

City Attorney:

Reviewed _____

Sue L. Strands, City Clerk

ZONING PETITION – SPECIAL USE PERMIT



PROPERTY ADDRESS OF SPECIAL USE PERMIT: 77 NORTH PIONEER ROAD, FOND DU LAC

Tax Key Number if vacant land: FDL-15-17-09-33-580-00 (4.4 acres)

Petitioner: SURENDRA BURMAN, 645 East Avenue, PO Box 186, Lomira, WI 53048
(Name) (Address)

Petitioner Phone Number: [REDACTED]

Petitioner Email: [REDACTED]

Property Owner: A2N2, LLC, 645 East Avenue, PO Box 186, Lomira, WI 54048
(If not the same as Petitioner) (Name) (Address)

PROPOSAL: A2N2, LLC. requests to issue special use permit for the construction of a Hotel on the proposed site

Property zoning classification:

- | | | |
|--|--|---|
| <input type="checkbox"/> B-2 (Neighborhood Shopping) | <input type="checkbox"/> R-2 (Single Family Residential) | <input type="checkbox"/> CR (Commercial Recreation) |
| <input type="checkbox"/> B-3 (Central Shopping) | <input type="checkbox"/> R-3 (Single Family Residential) | <input type="checkbox"/> M-1 (Manufacturing) |
| <input type="checkbox"/> B-4 (Service Commercial) | <input type="checkbox"/> R-3.5 (One & Two Family) | <input type="checkbox"/> M-2 (Manufacturing) |
| <input checked="" type="checkbox"/> B-5 (Special Commercial) | <input type="checkbox"/> R-3.75 (Central Area Residential) | <input type="checkbox"/> M-3 (Planned Manufacturing/Office) |
| <input type="checkbox"/> B-6 (Planned Shopping) | <input type="checkbox"/> R-4 (Multifamily Residential) | <input type="checkbox"/> M-4 (Planned Manufacturing/Business) |
| <input type="checkbox"/> O (Office) | <input type="checkbox"/> R-5 (Multifamily Residential) | |

Description of Existing Land Use and/or Development:

- RESIDENTIAL _____
- COMMERCIAL _____
- INDUSTRIAL _____
- VACANT _____
- OTHER _____

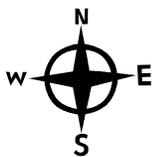
Type of Proposed Development: New construction. Remodel/expand existing building.

Proposed time schedule for development and/or use of the property: Start: Spring 2014, finish: Spring 2015

PETITIONER SIGNATURE _____

City Clerk: _____ Date Rec'd _____ Receipt # _____ Project # _____

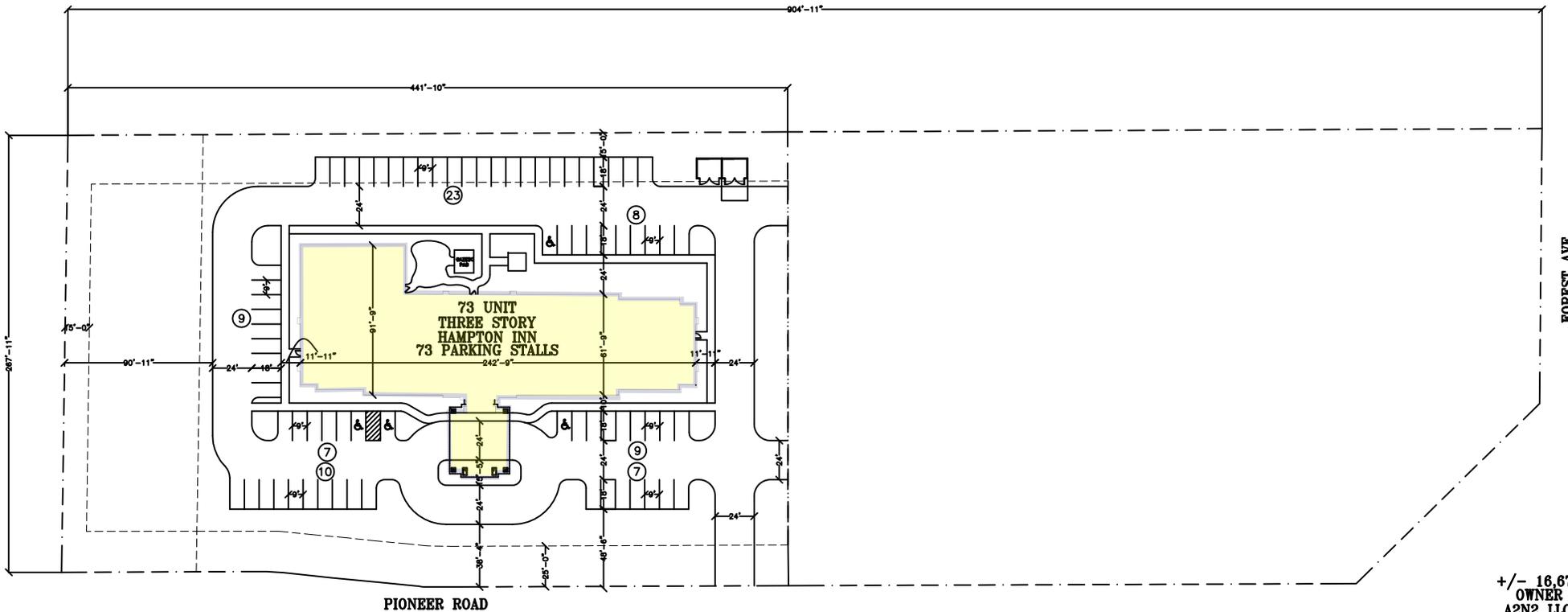
SPECIAL USE PERMIT – HAMPTON INN
77 N PIONEER ROAD



77 N PIONEER ROAD

ORTHOPHOTO SPRING 2005





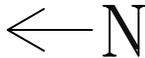
SITE SQ. FT. -
+/- 121,703

1st Floor SQ. FT. -
+/- 16,673

2nd Floor SQ. FT. -
+/- 14,489

3rd Floor SQ. FT. -
+/- 14,489

TOTAL Floor SQ. FT. -
+/- 45,651



+/- 16,673
OWNER
A2N2 LLC.
645 EAST AVE
P.O. BOX 186
LOMIRA, WI 53048



PROPOSED SITE PLAN

PROPOSED 73 UNIT
THREE STORY
HAMPTON INN
FOND DU LAC, WI

DATE: 06 NOV. 2013

REVISED: 14 JAN 2014

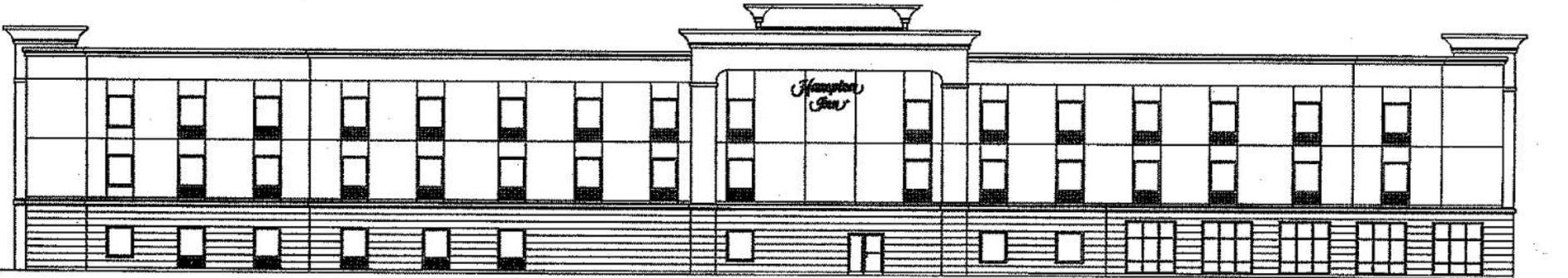
PRELIMINARY DRAWING

SITE LOCATION
77 N. PIONEER ROAD
FOND du LAC, WI 54935

BUILDING ELEVATION – WEST (FRONT)



BUILDING ELEVATION – EAST (REAR)



plan commission memorandum

Date: February 12, 2014
To: Plan Commission
From: Joellyn Dahlin, Principal Planner
RE: Request for Special Use Permit – Hampton Inn

Location: 77 North Pioneer Road

Applicant: Surendra Burman o/b/o Hampton Inn

Request: Construct hotel on property zoned for commercial use.

Zoning: Site: B-5 (Special Commercial)
North: B-5
South: B-5
East: R-2 (Single Family Residential)/R-4 (Multifamily)
West: B-5

Land Use: Site: Vacant Land (Former Dartmoor Motor Inn)
North: Landmark Plaza
South: Forest Avenue/Wink Chiropractic
East: Single Family Homes & Two-Family Homes
West: USH 41

Analysis

The subject 6.5-acre property is located on Pioneer Road adjacent to U.S. Highway 41. The property was the site of a sprawling two-story motel for many years. The defunct Dartmoor Motor Inn was razed in 2006 and the land has stood vacant since that time. Approval of a special use permit is requested for the construction of a new hotel.

The proposed hotel requires several levels of review to address building height (Board of Appeals – Variance), land use (Plan Commission and City Council - Special Use Permit) and site development (City Staff - Site Plan Review Committee).

The issue of building height was considered by the Board of Appeals in 2007 for the AmericInn project and on February 2nd for the proposed Hampton Inn. In each case the Board determined the lot size and property location can support a three-story building. Both approvals stipulated restrictions for lighting and signage because of the nearby residential area. No commercial signs of any type are allowed on the east building façade, wall mounted light fixtures may not be placed above the first floor level of the building and freestanding lights cannot be higher than 15 feet. Roof lighting and building fascia and soffit lighting is prohibited, including decorative neon tubing/lighting.

The special use permit must evaluate land use issues in developing the property including zoning, site location, surrounding zoning and surrounding land uses. Various issues of site development such as the location of on-site parking and suitable buffers between adjoining land uses should be considered.

The property is zoned for commercial use and the Comprehensive Plan designates the property for commercial land use. The property has a history of commercial use, specifically a motel and restaurant. Commercial land uses adjoin the property to the north and south. A special use permit was approved by the City Council in 2007 to allow a three-story 73-room AmericInn; the project did not move forward. A copy of Resolution No. 7940 that granted the special use permit is attached for reference.

The proposed Hampton Inn offers 73 guest rooms on three floors. The main building entrance for the new hotel is located on the west side of the building. The design maximizes site visibility to the highway and concentrates the area of guest access to the hotel with the least effect on any surrounding use. To provide a buffer for residential properties, suggested conditions of the special use permit restrict the location of on-site parking and trash enclosure siting, and require a solid fence along the east lot line. Development requirements for property drainage and stormwater management will be addressed in detail by the City's Site Plan Review Committee.

The Dartmoor Motor Inn occupied an extensive area of the property, stretching more than 600 feet of the 900'-long property. The building length of the proposed hotel is 242 feet, sited within the northerly half of the lot. The setback from the east wall of

the Hampton Inn to the east lot line varies from 70 feet at the north end of the building to 99 feet at the south end. The setback of the neighboring homes ranges from 50 feet to 105 feet to the hotel's east lot line, allowing a significant separation from the hotel building.

Given the property's location near a highway interchange and visible to a highway, a hotel is a logical and reasonable land use. The proposed hotel would have no effect on any nearby commercial use. A conditional approval of the special use permit is recommended. Although the special use permit pertains specifically to the proposed hotel, the requirements for landscaping, fencing, lighting, trash enclosure location and parking lot configuration can be expected for the remainder of the property as development occurs.

Recommendation

Community Development staff suggests a motion to recommend to the City Council approval of the Special Use Permit, subject to the following conditions:

1. A detailed site plan prepared by a licensed professional shall be reviewed and approved by the Site Plan Committee. The site plan shall effectively address site drainage, stormwater management, vehicular access and circulation, on-site parking, fire protection, utilities, and landscaping of required setback and parking areas.
2. The principal building entry to the hotel, including accommodation for vehicular access for guest registration, shall be situated on the west side of the building.
3. Outdoor trash and recycling receptacles shall be confined to an enclosed area sited on the north or south ends of the property/building. No trash enclosure may be sited on the east side of the hotel, along the east property line or within the required front yard area. The trash enclosure shall be constructed of a solid wall not less than 6' in height, with materials and colors to match the building.
4. Driveway location and configuration is subject to review and approval by the Fond du Lac County Highway Engineer.
5. Building height shall comply with requirements of the Fond du Lac County Airport Zoning Code. The maximum permissible elevation is 825 feet above mean sea level.

6. Parking sited on the east side of the building shall be configured for vehicles to face west. Parking along the east lot line is not permitted.
7. A solid 6'-high fence shall be constructed along the east lot line, beginning at the northeast corner of the property and extending to the southerly limit of the hotel lot. The fence requirement is in addition to the required landscape setback. Acceptable fence materials are limited to wood, vinyl or decorative masonry. The use of chain link fencing or similar materials is not permitted.
8. A minimum landscape setback of 15 feet shall be provided along the east lot line.
9. The conditions of Appeal No. 2014-02 including limitations on signage, building lighting, roof/soffit lighting and parking lot lighting shall apply in addition to conditions of the special use permit and requirements of site plan approval.

RESOLUTION NO. 7940**A RESOLUTION GRANTING
A SPECIAL USE PERMIT**

WHEREAS, Fritz Jaeger has petitioned for a special use permit to allow a 3 story hotel at 77 North Pioneer Road on property zoned B-5, Special Commercial District; and

WHEREAS, City staff has reviewed the application and recommends approval of the request; and

WHEREAS, the City Plan Commission recommended the issuance of the requested special use permit at its meeting on September 17, 2007 with the following conditions:

1. A detailed site plan to generally reflect the conceptual site plan incorporated as part of the special use permit shall be reviewed and approved by the Site Plan Committee prior to the issuance of required building permits. Items to be addressed shall include, but are not limited to, grading and drainage, stormwater management, erosion control, vehicular circulation, on-site parking, landscaping of required setback and parking areas, and compliance with building and zoning regulations.
2. Driveway location and configuration is subject to review and approval by the Fond du Lac County Highway Engineer.
3. Outdoor trash receptacles and collection areas shall be enclosed by a wall of solid materials to match the building façade and provide an opaque visual screen. No trash enclosure shall be sited along the east property line or on the east side of any building(s).
4. No signage other than address identification shall be permitted on the east wall of the building. This includes corporate logos, decorative details and illuminated graphics.
5. Building lighting on the east façade shall be restricted to wall mounted fixtures placed within the first story of the structure. Wall lighting shall be positioned so that it does not shine onto or produce glare for adjacent residential properties.

6. Parking lot lighting (freestanding) fixtures shall not exceed 15 feet in height. Light sources shall be situated so as to project illumination towards the ground. Light sources shall not be directed to produce glare onto any public rights-of-way or neighboring residential properties.
7. A solid 6' fence shall be provided along the east lot line of the hotel property. Acceptable fence materials shall include wood, vinyl or masonry.
8. Where on-site parking is provided along the east side of any building(s), such parking shall not be configured to face east.
9. Building height is subject to airport zoning restrictions; the permissible elevation is 825 feet above mean sea level.

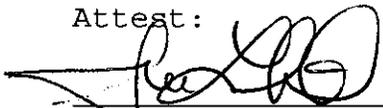
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Fond du Lac that a special use permit subject to the conditions specified above be granted to allow a 3 story hotel at 77 North Pioneer Road on property zoned B-5, Special Commercial District.

ADOPTED: SEP 26 2007



Mark Jurgella, President
Fond du Lac City Council

Attest:



Sue L. Strands, City Clerk

City Attorney:

Reviewed 

Public Notification - 77 N Pioneer Road

Special Use Permit - Hampton Inn

Parcel Number	Site Address	Mailing Address 1	Mailing City	Mailing State	Mailing Zip
FDL-15-17-09-33-580-00	77 N PIONEER RD	PO BOX 186	LOMIRA	WI	53048
FDL-15-17-09-33-580-01	925 FOREST AVE	PO BOX 186	LOMIRA	WI	53048
FDL-15-17-09-33-563-00	80 PIONEER CT	80 PIONEER CT	FOND DU LAC	WI	54935
FDL-15-17-09-33-562-00	86 PIONEER CT	714 THOMAS ST	FOND DU LAC	WI	54935
FDL-15-17-09-33-576-00	40 S PIONEER PKY	40 S PIONEER PKWY	FOND DU LAC	WI	54935
FDL-15-17-09-33-554-00	82 N PIONEER PKY	15 N MARR ST	FOND DU LAC	WI	54935
FDL-15-17-09-33-555-00	74 N PIONEER PKY	15 N MARR ST	FOND DU LAC	WI	54935
FDL-15-17-16-22-260-00	874 FOREST AVE	874 FOREST AVE	FOND DU LAC	WI	54935
FDL-15-17-09-33-559-00	40 N PIONEER PKY	40 N PIONEER PKY	FOND DU LAC	WI	54935
FDL-15-17-09-33-560-00	102 PIONEER CT	102 PIONEER CT	FOND DU LAC	WI	54935
FDL-15-17-09-33-565-00	66 PIONEER CT	66 PIONEER CT	FOND DU LAC	WI	54935
FDL-15-17-09-33-564-00	74 PIONEER CT	13 6TH ST	FOND DU LAC	WI	54935
FDL-15-17-09-33-577-00	863 FOREST AVE	863 FOREST AVE	FOND DU LAC	WI	54935
FDL-15-17-09-33-566-00	62 PIONEER CT	62 PIONEER CT	FOND DU LAC	WI	54935
FDL-15-17-09-33-581-00	79 N PIONEER RD	89 1/2 N PIONEER RD	FOND DU LAC	WI	54935
FDL-15-17-09-33-578-00	869 FOREST AVE	869 FOREST AVE	FOND DU LAC	WI	54935
FDL-15-17-09-33-579-00	879 FOREST AVE	879 FOREST AVENUE	FOND DU LAC	WI	54935
FDL-15-17-09-33-561-00	92 PIONEER CT	92 PIONEER CT	FOND DU LAC	WI	54935
FDL-15-17-16-22-257-00	852 FOREST AVE	852 FOREST AVE	FOND DU LAC	WI	54935
FDL-15-17-16-22-259-00	860 FOREST AVE	860 FOREST AVE	FOND DU LAC	WI	54935
Parcel Number	Site Address	Mailing Address 1	Mailing City	Mailing State	Mailing Zip
FDL-15-17-09-33-558-00	46 N PIONEER PKY	W6230 E LONE ELM RD	VAN DYNE	WI	54979
FDL-15-17-16-22-258-00	858 FOREST AVE	858 FOREST AVE	FOND DU LAC	WI	54935
FDL-15-17-09-33-556-00	62 N PIONEER PKY	4308 E APPLESEED DR	APPLETON	WI	54913
FDL-15-17-09-33-557-00	54 N PIONEER PKY	4308 E APPLESEED DR	APPLETON	WI	54913
FDL-15-17-16-22-261-00	924 FOREST AVE	C/O WINK REVOCABLE TRUST	FOND DU LAC	WI	54935

ZONING PETITION - SPECIAL USE PERMIT



PROPERTY ADDRESS OF SPECIAL USE PERMIT: NORTHWEST CORNER OF S. HICKORY ST +

Tax Key Number if vacant land: FD-15-17-21-41-004-01 HIGHWAY 41

Petitioner: JEFF OSGOOD - Kwik Trip, Inc. 1626 ONE ST LA CROSSE, WI 54602
(Name) (Address)

Petitioner Phone Number: [REDACTED]

Email: [REDACTED]

Property Owner: PIONEER + HICKORY, LLC - BRUN JOHNSON REGISTERED AGENT / 917 W. MAIN ST BROWNSVILLE,
(If not the same as Petitioner) (Name) (Address) WI 53006

PROPOSAL: CONSTRUCT A NEW CONVENIENCE STORE WITH ADJACENT FACILING CANOPY AND PICTA
FACILING CANOPY INCLUDING TRUCK PARKING.

Property zoning classification:

- | | | |
|--|--|---|
| <input type="checkbox"/> B-2 (Neighborhood Shopping) | <input type="checkbox"/> R-2 (Single Family Residential) | <input type="checkbox"/> CR (Commercial Recreation) |
| <input type="checkbox"/> B-3 (Central Shopping) | <input type="checkbox"/> R-3 (Single Family Residential) | <input type="checkbox"/> M-1 (Manufacturing) |
| <input type="checkbox"/> B-4 (Service Commercial) | <input type="checkbox"/> R-3.5 (One & Two Family) | <input type="checkbox"/> M-2 (Manufacturing) |
| <input checked="" type="checkbox"/> B-5 (Special Commercial) | <input type="checkbox"/> R-3.75 (Central Area Residential) | <input type="checkbox"/> M-3 (Planned Manufacturing/Office) |
| <input type="checkbox"/> B-6 (Planned Shopping) | <input type="checkbox"/> R-4 (Multifamily Residential) | <input type="checkbox"/> M-4 (Planned Manufacturing/Business) |
| <input type="checkbox"/> O (Office) | <input type="checkbox"/> R-5 (Multifamily Residential) | |

Description of Existing Land Use and/or Development:

- RESIDENTIAL _____
- COMMERCIAL _____
- INDUSTRIAL FORMER CNG PROPPING + BULK FUEL STORAGE
- VACANT _____
- OTHER _____

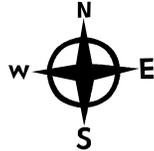
Type of Proposed Development: New construction. Remodel/expand existing building.

Proposed time schedule for development and/or use of the property: 05/01/2014

PETITIONER SIGNATURE Jeff W. Osgood

City Clerk: _____ Date Rec'd _____ Receipt # _____ Project # _____

SPECIAL USE PERMIT – KWIK TRIP
SOUTH HICKORY STREET

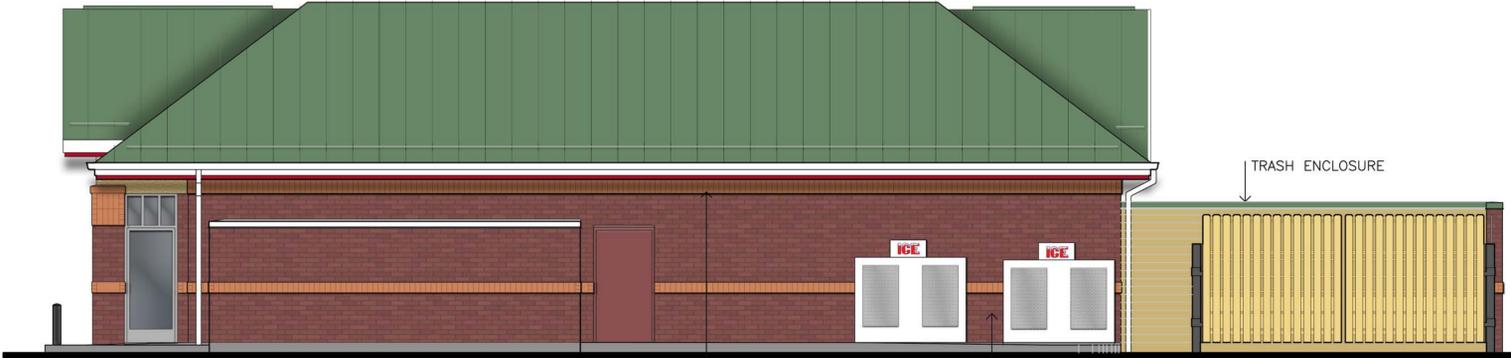




WHITE ALUM. FASCIA | RED ALUM. FASCIA | STANDING SEAM METAL ROOFING

TAN BRICK SOLDIER CRSE AT WINDOWS | RED BRICK | TAN STUCCO | TAN BRICK SOLDIER CRSE

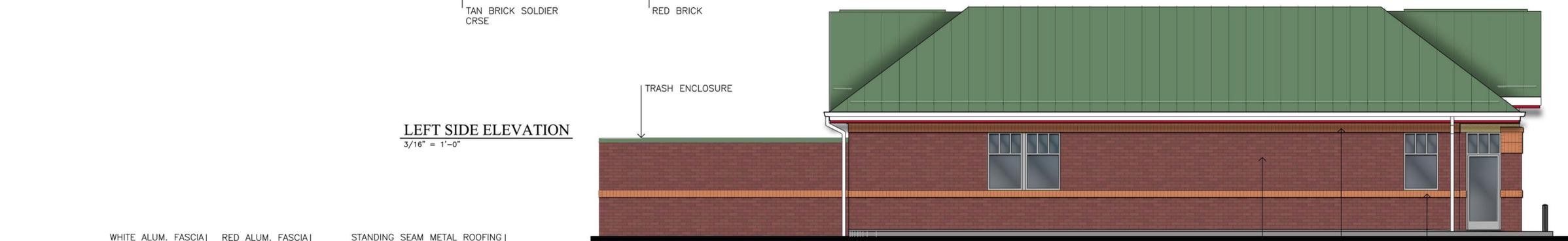
FRONT ELEVATION
1/4" = 1'-0"



TRASH ENCLOSURE

RIGHT SIDE ELEVATION
3/16" = 1'-0"

TAN BRICK SOLDIER CRSE | RED BRICK

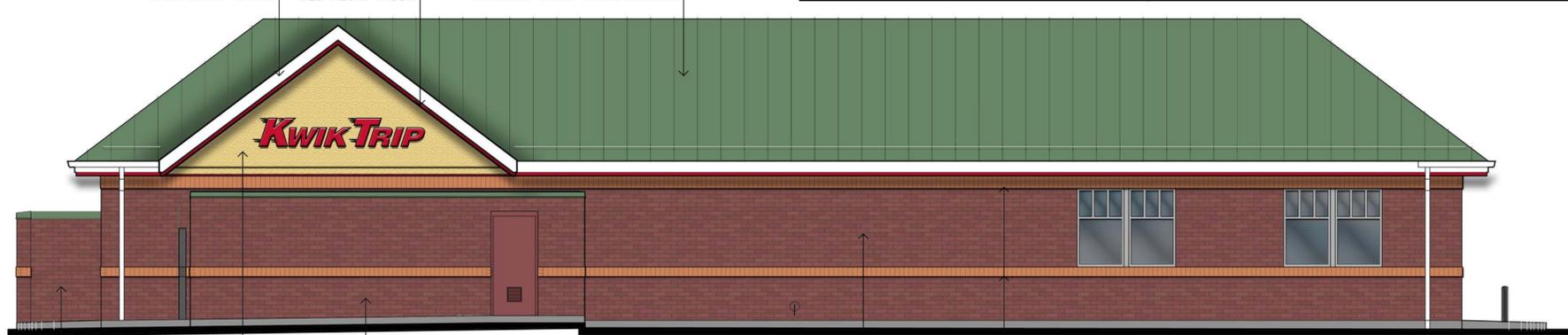


TRASH ENCLOSURE

LEFT SIDE ELEVATION
3/16" = 1'-0"

RED BRICK | TAN BRICK SOLDIER CRSE | TAN BRICK ROWLOCK CRSE

96'x58' L



WHITE ALUM. FASCIA | RED ALUM. FASCIA | STANDING SEAM METAL ROOFING

TOTE ENCLOSURE | TAN STUCCO | TRASH ENCLOSURE | RED MODULAR BRICK | TAN UTILITY BRICK SOLDIER CRSE

BACK ELEVATION
3/16" = 1'-0"



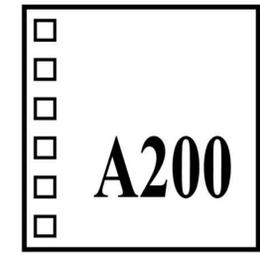
200 Mason Street #3
Onalaska, WI 54650
(608) 784 - 6808
info@larsonarchitect.com



STORES



STORES





FRONT ELEVATION
3/16" = 1'-0"

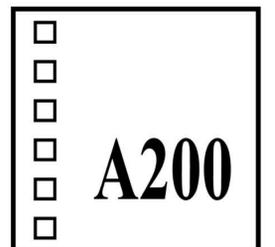


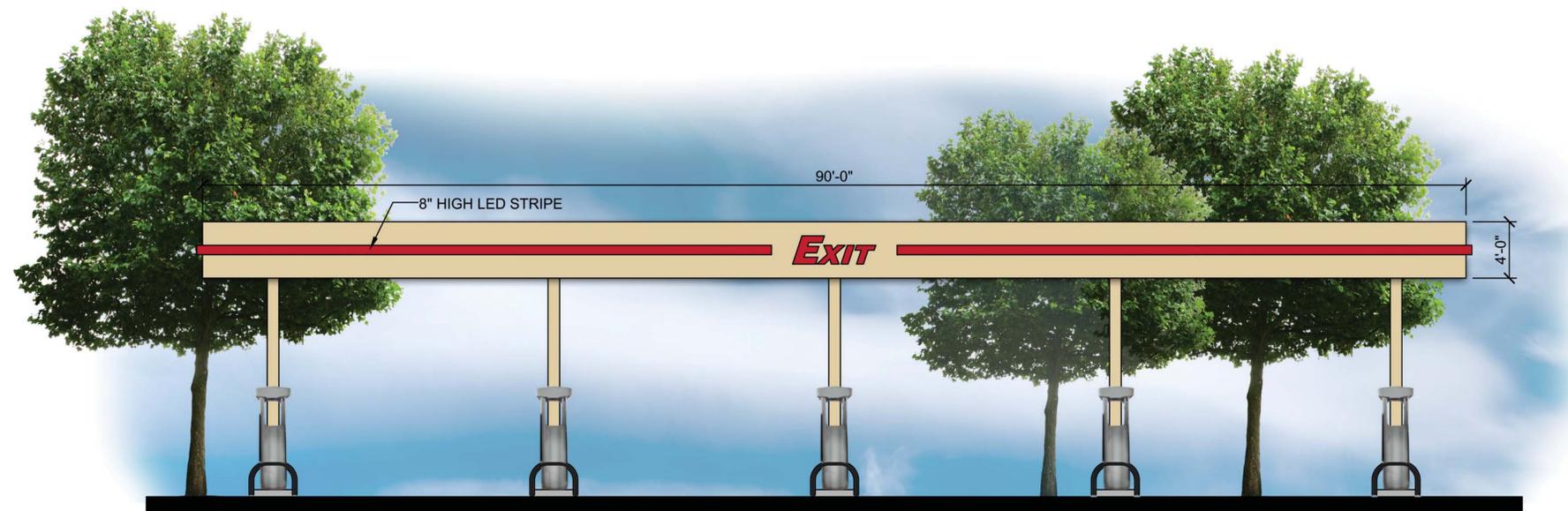
SIDE ELEVATION
3/16" = 1'-0"



Flat Canopy

10 MPD





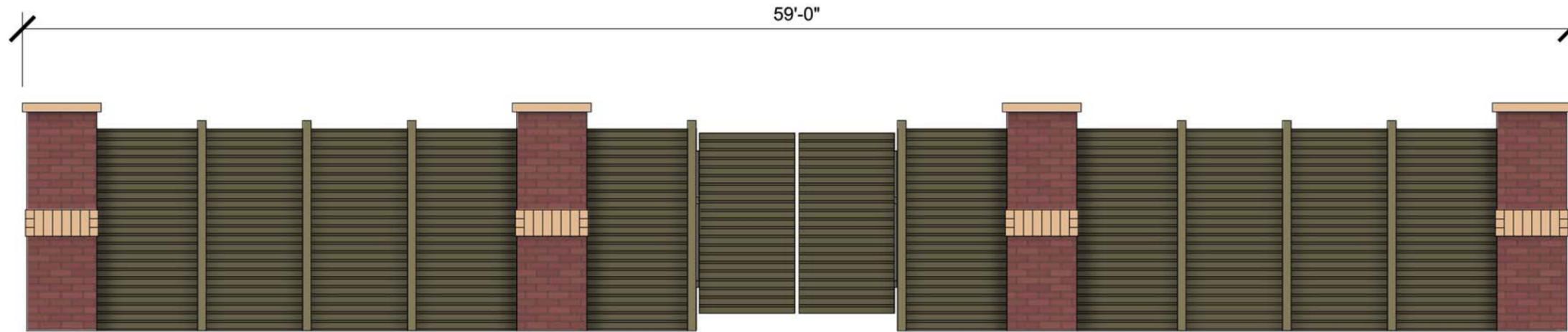
FRONT ELEVATION
3/16" = 1'-0"



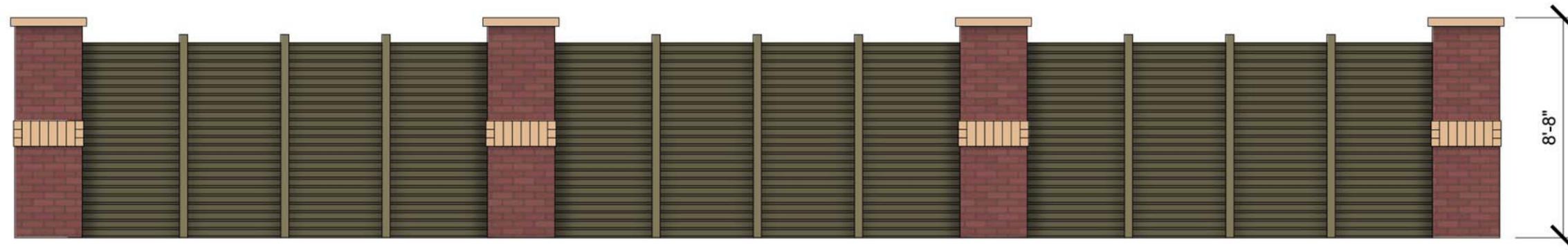
SIDE ELEVATION
3/16" = 1'-0"



4 Lane
Side Diesel



FRONT ELEVATION



SIDE/REAR ELEVATION



STORES



STORES

KWIK TRIP, Inc.
 P.O. BOX 2107
 1626 OAK STREET
 LA CROSSE, WI 54602-2107
 PH. (608) 781-8988
 FAX (608) 781-8960

SITE PLAN
 CONVENIENCE STORE #242
 CNG ENCLOSURE
 SOUTH HICKORY
 FOND DU LAC, WISCONSIN

#	DATE	DESCRIPTION

DRAWN BY B. DUSEK
 SCALE 1" = 5'-0"
 PROJ. NO. 0001
 DATE 2014-01-20
 SHEET SP1

plan commission memorandum

Date: February 12, 2014
To: Plan Commission
From: Joellyn Dahlin, Principal Planner
RE: Request for Special Use Permit – Kwik Trip

Location: S Hickory Street (FDL-15-17-21-41-004-01)
Applicant: Jeff Osgood o/b/o/ Kwik Trip, Inc.
Request: Construct gas station and convenience store on property zoned for commercial use.
Zoning: Site: B-5 (Special Commercial)
North: B-5
South: M-2 (Manufacturing)
East: M-2
West: M-2
Land Use: Site: Vacant Land
North: Agnesian Clinic
South: USH 41
East: International Paper Company
West: Wild Goose State Trail

Analysis

The subject 10.9-acre property is located at the northwest quadrant of the USH 41/Hickory Street interchange. Approval of a special use permit is requested for the construction of a Kwik Trip convenience store/truck stop with gasoline, diesel and compressed natural gas fueling capabilities, along with a certified truck scale. The three million dollar project will create 20-25 jobs and serve local customers and industry, along with those traveling the Highway 41 corridor.

The special use permit considers various land use issues in developing the property such as site location, vehicle access and traffic, neighboring land uses and surrounding zoning.

The property is zoned for commercial use. The undeveloped property is the former site of a bulk fuel storage facility that served Mercury Marine. The aboveground fuel tanks were removed from the site several years ago. The Kwik Trip development plan proposes a 7,316 square foot convenience store oriented to face Hickory Street. Constructed of red brick with tan accents, the convenience store offers grocery items, hot and cold food selections, and bakery items. Unlike other Kwik Trip locations in Fond du Lac, additional amenities for trucks are provided at this new location, including a trucker's lounge and shower facilities.

Parking for passenger vehicles is provided on three sides of the convenience store. A pathway connection to the Wild Goose State Trail is provided on the south side of the property. Truck parking areas are located north and west of the convenience store, away from passenger vehicle parking. The truck parking areas would not create an adverse effect for any abutting land use and are situated to avoid travel conflicts between passenger vehicles and large trucks.

Fuel facilities for passenger vehicles and trucks are provided in two areas of the site. Gasoline fuel dispensers are located beneath a canopy structure on the east side of the convenience store. Diesel fuel and CNG (Compressed Natural Gas) dispensers are located on the south side of the convenience store.

CNG (Compressed Natural Gas) is an alternative fuel commonly used by fleet trucks. Natural gas is purchased from Alliant Energy and delivered to the site underground from the gas main to the CNG containment area that is located west of the diesel fuel canopy. Once on-site, the natural gas is pressurized and either directed into three 30-gallon aboveground storage bottles or sent through stainless steel underground piping to the diesel island and dispensed into vehicles. All aboveground storage, underground piping and CNG equipment is inspected by the State.

Two driveways to the site are proposed on Hickory Street (CTH VVV), one toward the north end of the property and one near the south end. The driveways are designed to provide orderly internal site circulation to keep trucks moving in a one-way, counterclockwise circulation pattern. The driveway design and locations have been reviewed by the FDL County Highway Commission and approved in concept.

The substantial property size easily accommodates the proposed use. Site development and regulatory issues such as drainage, erosion control, stormwater

management and landscaping will be addressed by the Site Plan Review Committee in the administrative approval of a site plan for the property.

Recommendation

Community Development staff suggests a motion to recommend to the City Council approval of the Special Use Permit, subject to the following conditions:

1. Driveway access to Hickory Street (CTH VVV) is subject to approval by the Fond du Lac County Highway Commission.
2. Site development shall comply with restrictions of an existing storm sewer easement for the siting of structures, paving and landscaping.
3. Outdoor trash and recycling receptacles shall be confined to an enclosed area. The trash enclosure shall be constructed of a solid wall not less than 6' in height, with materials and colors to match the building.
4. Materials of the CNG enclosure shall match colors of the principal building. The design shall include brick columns and opaque screening/fencing. Decorative metal panels may be used between the columns as part of the enclosure screening.

Public Notification - Special Use Permit
Kwik Trip - S Hickory Street (FDL-15-17-21-004-01)

Parcel Number	Mailing Address 1	Mailing City	Mailing State	Mailing Zip	Site Address
FDL-15-17-21-42-253-00	944 VANDERPERREN WY	GREEN BAY	WI	54304	60 HOLLANDER CT
FDL-15-17-21-41-005-00	PO BOX 7921	MADISON	WI	53707	
FDL-15-17-21-41-004-01	PO BOX 128	BROWNSVILLE	WI	53006	0 S HICKORY ST
FDL-15-17-21-41-004-01	PO BOX 128	BROWNSVILLE	WI	53006	0 S HICKORY ST
FDL-15-17-21-41-002-02	430 E DIVISION ST	FOND DU LAC	WI	54935	912 S HICKORY ST
FDL-15-17-21-44-999-00	19300 N PONDEROSA CT	SURPRISE	AZ	85387	191 W ROLLING MEADOWS DR
FDL-15-17-21-44-754-00	19300 N PONDEROSA CT	SURPRISE	AZ	85387	0 MERWIN WAY
FDL-15-17-21-44-753-00	19300 N PONDEROSA CT	SURPRISE	AZ	85387	0 MERWIN WAY
FDL-15-17-21-41-001-00	PO BOX 1939	FOND DU LAC	WI	54936	406 W PIONEER RD
FDL-15-17-21-13-500-00	PO BOX 1939	FOND DU LAC	WI	54936	600 W PIONEER RD
FDL-15-17-22-32-256-00	PO BOX 2118	MEMPHIS	TN	38101	981 S HICKORY ST
FDL-15-17-21-43-507-00	6250 N RIVER RD	ROSEMONT	IL	60017	0 S ROLLING MEADOWS DR

plan commission memorandum

Date: February 12, 2014
To: Plan Commission
From: Joellyn Dahlin, Principal Planner
Re: Zoning Code and Zoning Map

Revisions to the Zoning Code and Zoning Map have been prepared as part of the recodification of the municipal code, a project that has been ongoing since late 2011. The Zoning Code requires review by the Plan Commission prior to City Council adoption. An early draft of the Zoning Code (Chapter 720) was previewed several months ago by the Plan Commission. A public hearing for the proposed Zoning Code and Zoning Map is scheduled for the Plan Commission meeting of March 17th.

In advance of the Plan Commission public hearing, a community meeting will take place on Monday, February 17th. Notice of this meeting has been distributed to local organizations including the Downtown Fond du Lac Partnership and the Association of Commerce, the media, builders, realtors, engineers, architects and surveyors in an effort to inform citizens and interested parties of the proposed code changes. The meeting will be an open-house format from 3:30 to 5:30 p.m. in Meeting Room B of the City County Government Center. Community Development staff will be available to provide information and answer questions. Attendees may visit any time during the posted hours.

The 'new' Zoning Code will be user-friendly with fewer pages and easy navigation. The page count will decrease from 220 to 116. Proposed changes address provisions that are out of date or obsolete, remove inconsistencies and/or conflicts between sections of the code, and incorporate changes in State law. Historic preservation regulations have been separated from the Zoning Code and established as a separate chapter.

Revision of the Zoning Code requires modification of the Zoning Map. Current zoning regulations provide 20 zoning districts and four overlay

districts. An overlay district is an extra set of regulations that apply to certain properties in addition to requirements of the underlying zoning designation. Overlay districts address special regulations for the downtown, wellhead protection zones and shoreland areas.

The proposed Zoning Code reduces the number of zoning classifications to 12 by consolidating districts that overlap or duplicate regulations and land uses. For example, currently there are 7 residential zoning districts. Two districts pertain to single family development, one is for two-family residences, three are for multifamily use, and one district serves no particular purpose. The new code proposes 4 residential districts. Changes to development standards for lot size, setbacks and similar requirements are not proposed. The consolidation of districts will not change current development standards to create nonconforming situations or unduly affect property owners. Similar changes to commercial and industrial zoning classifications are proposed. Provisions of the overlay districts will remain intact.

A draft of the Zoning Code and the Zoning Map can be viewed on the City's website at www.fdl.wi.gov . Both documents are available on the Community Development Department PLANNING & ZONING page of the website.