



Take notice that the City of Ashland Committee of the Whole will meet immediately following the adjournment of the City Council Meeting in the City Hall Council Chambers, 601 Main Street W. Ashland, WI, to consider and act upon the following agenda.

To attend the meeting from your computer, tablet or smartphone:

<https://global.gotomeeting.com/join/500263957>

Or dial in using your phone. United States (Toll Free): 1-877-309-2073 Access Code: 500-263-957

Please contact the Clerk's office if you require accommodations to attend the meeting.

Tuesday, October 8, 2024 Ashland Committee of the Whole Meeting Agenda

1. **Roll Call**
2. **Approval of Agenda**
3. **Council President's Report**
4. **DISCUSSION AND POSSIBLE ACTION ITEMS**
 - A. **Policy for Special / Standard Assessments (*Tochterman*)**
 - B. **Snow Clearing of Sidewalks (*Ortman*)**
 - C. **Review of Ordinance Regarding Rooming / Boarding Houses (*Seefeldt*)**
5. **Items for Future Discussion**
6. **Adjournment**

The City of Ashland does not discriminate on the basis of sex, race, creed, color, national origin, sexual orientation, age or disability in employment or provision of services, programs or activities.

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Ref: 2024-224

**COMMITTEE AGENDA:
4.A. (10/8/2024)**

SUBJECT: Policy for Special / Standard Assessments (*Tochterman*)

RECOMMENDATION: Discussion and Possible Action

DEPARTMENT OF ORIGIN: Councilor Tochterman

CLEARANCES: Council President

EXHIBITS:

1. City of Ashland, Wisconsin Sidewalk Special Assessments Policy
2. City of Ashland, WI Wastewater Utility Interim Policy for level of Service Provided to Private Sewer Laterals during Capital Construction Projects
3. Various WI Cities Special Assessments Review

COMPLIANCE WITH STRATEGIC PLAN: NA

SUMMARY STATEMENT:

Councilor Tochterman requested a discussion reviewing the Special (Standard) Assessments policy.

CITY OF ASHLAND, WISCONSIN SIDEWALK SPECIAL ASSESSMENT POLICY

(Dated: July 25, 2023)

(Referenced by Ordinance No. 530; Adopted May 9, 2006; March 24, 2006)

1.0 PURPOSE

The purpose of this Policy is to assure fair and equitable cost recovery for pedestrian infrastructure improvements and to set forth a methodology determining the amount of the assessment for the improvements and circumstances on a reasonable basis. It is the policy of the City of Ashland that all properties specially benefiting from sidewalk improvements pay a portion of their fair share of the cost of such improvements.

The policies contained herein are designed to serve as a general guide for the City Council in allocating benefit to properties. The City Council reserves the right to vary from these policies if the assessments derived by imposition of the policies create obvious inequities, where the assignment of benefit to a particular property is difficult to determine, or because of extreme or unusual circumstances, or for other good reason.

2.0 SPECIAL ASSESSMENT PROCEDURES

The Wisconsin Statutes prescribe the general procedures which cities must follow to specially assess property for local improvements. Typical public improvement projects for which Property Assessments are levied include sidewalks and related pedestrian infrastructure elements. Pertinent statute sections include §66.0703 and §66.0907. In accordance with §66.0907, municipalities may impose assessments for the costs of laying, removing, replacing, repairing, and maintaining sidewalks. Charges for sidewalk work are levied under police powers and do not require a showing of benefit to properties charged (*Lisbon Ave. v. Town of Lake*, 134 Wis. 470, 475, 113 N.W. 1099 (1908)).

The City of Ashland adopts, makes a part of this policy by reference, and incorporates the procedures for levying Property Assessments as contained in Wisconsin Statutes §66.0907. Whenever the provisions of this policy are contrary to those contained in §66.0703, §66.0907, or other applicable provisions of the Wisconsin Statutes or administrative regulations, the Wisconsin Statutes or administrative regulations shall control.

All Property Assessments levied in the City of Ashland shall be grounded in the exercise of police powers for the health, safety and welfare of the public.

It is hereby determined that all properties lying within the incorporated boundaries of the City of Ashland receive similar benefit for similar categories of improvements and therefore the rates established for the levy of special assessment shall be applied on a uniform basis throughout the City, for the benefits received, regardless of the location of the improvements and the method of financing. In no case shall the total Property Assessments exceed the total cost of all improvements constructed as part of the annual Capital Improvement Program (CIP).

3.0 ASSESSMENT BASIS

Property Assessments are to be computed and based on a per linear foot of frontage basis (i.e., *front footage* basis), except in the case of residential corner lots.

The front footage of corner lots shall be determined by the side of the lot bearing the street address and front entrance of the home. All corner lots shall receive a 140 ft. *flankage credit* for sideyard sidewalk. The assessment for corner lots shall be limited to the front footage plus any remaining side footage after deducting flankage credit. All residential corner lots receive this 140 ft. flankage credit.

The following examples help to illustrate how corner lots are assessed:

- a) If a large 140' (front) by 150' (deep) corner lot is to receive all new sidewalks on both sides, then the assessment would be for 150 ft. total (140' of frontage plus 150' side yard minus the flankage credit of 140') = 150 ft. total).
- b) If a smaller 100' (front) by 140' (deep) corner lot is to receive all new sidewalks on both sides, then the assessment would be for 100 ft. total (100' of frontage plus 140' side yard minus the flankage credit of 140') = 100 ft. total). Likewise for a 50' or 75' wide lot.

If a corner lot did not have sidewalk on its frontage OR its frontage sidewalk is all in excellent shape, and the project calls for new sidewalk installation on its flanking side only; then the property would be assessed for only that portion of the flanking side that exceeds the 140 ft. flanking credit. For example,

- c) If a large 100' (front) by 150' (deep) corner lot is to receive a new side yard sidewalk (flanking side) only; then the special assessment would be for 10 feet (150' deep flanking side minus 140' flankage credit).

The flankage credit is determined to be 140 feet based on the fact that the typical Ashland lot is 140 ft. deep. The flanking side of a lot is not intended to be special assessed until the amount of sidewalk installed or replaced on the flank within any 20 year period exceeds 140 lineal feet.

4.0 ASSESSABLE PROJECT ELEMENTS AND COSTS

Recognizing that it is the policy of the City of Ashland to levy Property Assessments to recover approximately 50% of the cost of constructing sidewalk improvements. The City Council establishes the locations and priorities for sidewalk improvement projects as described in Ordinance 530, *Ordinance to Adopt a Sidewalk Construction, Maintenance, and Use Policy for the City of Ashland*.

The City Council establishes the assessment rates for sidewalk improvements. Annually the Director of Public Works/City Engineer will recommend adjustments in the special assessment rates based on construction costs experienced the previous construction season. This rate will be published in the Comprehensive Fee Schedule, adopted annually by City Council.

All construction shall be in accordance with standards as published in the most recent version of the *City of Ashland Standard Specifications for Sidewalk Construction*, unless otherwise approved in writing from the Director of Public Works/City Engineer.

Assessable project elements and costs to be included in the special assessment computations are described herein:

- a) Sidewalk Removal, Saw Cutting, and other associated demolition costs: Costs for removal, saw cutting, and other associated demolition costs of existing sidewalks is to be included with construction costs.
- b) Grading and Gravel Base: The grading and construction of a gravel base for sidewalk construction will be included with construction costs.
- c) Curb, Gutter, and Pedestrian Handicap Ramps: The construction or replacement of concrete curb and gutter associated with installation of pedestrian ramps and/or adjacent sidewalks will be included in cost computations, and shall be allocated evenly as part of general sidewalk improvement construction costs. This shall include the installation of color-contrasted truncated dome devices for visually impaired pedestrians.
- d) Sidewalk Construction Costs: New sidewalk construction, or complete replacement of existing sidewalk, is to be included in the costs for construction.
- e) Replacement Sidewalk and Repairs to Existing Sidewalk: Spot repairs of existing sidewalk, including grinding, milling, mud-jacking, or individual panel replacement is to be included in the costs for construction.
- f) Tie-in Sidewalks and Driveway Aprons: Sidewalks and driveway aprons that tie-in and connect to the public walkways (carriage and entrance walks) shall be included with construction costs and allocated to the property served by sidewalk and/or driveway apron. General improvements elected by the property owner are not included in the general project costs; and while encouraged by the City, all such improvements and related expenditures shall be independently borne by the property owner.
- g) Boulevard (Terrace) Restoration: For the purpose of this paragraph the word boulevard (terrace) means that area between the back of the curb and the sidewalk, or, in the absence of a sidewalk, the property line.

Boulevard (terrace) restoration, seeding or sodding will be included in the cost calculations. No assessments will be made for replacement of turf located outside the street right-of-way that is required to be replaced to facilitate the matching of the existing yard to the new street construction.

- h) Retaining Walls: When it is determined that the construction of retaining walls, as part of street improvements, has a shared benefit between the property owner and the City, in that the property owner usually has larger useable lot area than would be available in the absence of the wall. The cost of constructing a retaining wall will therefore be split, with 50% of the cost of constructing the first five feet (5') of height of the retaining wall special assessed to the abutting lot. The City will pay for 50% of the cost of the first five feet (5') of height and 100% of the cost above five feet (5') of height of a retaining wall. A retaining wall shall be assessed on a square foot basis for the amount of retaining wall constructed adjacent to the benefited property.

5.0 ASSESSMENT AMOUNTS AND REPAYMENT

This section of the policy to sets forth the amounts and repayment terms of Property Assessments.

- a) Property Assessments shall be for approximately 50% of the construction costs as determined by the criteria noted above. The actual assessment rate shall be set annually and adopted by Council as part of the Comprehensive Fee Schedule.
- b) Property Assessments may be paid in full following completion of the work (with no interest), or through 10 equal annual installments.
- c) The interest rate shall be 1% above the City's borrowing rate (as determined by loan or bond issuance) to cover overhead expenditures associated with administration of the program.
- d) Assessments shall be due in full upon sale or transfer of the property.
- e) The payment of special assessments may be deferred in case of hardship in accordance with the City's Hardship Policy for the Levy of Assessments.

6.0 MISCELLANEOUS PROVISIONS

It is the intention of this section of the policy to clarify special circumstances, which may arise in establishing the benefit to lots as a result of public improvements completed by the City of Ashland.

- a) The policies set forth in this document do not alter the requirements of the City's subdivision and zoning codes with regard to a developer's responsibility to provide and pay for required improvements at the time that any given property is to be improved.
- b) The City of Ashland shall special assess improvements to railroad property as permitted by the Wisconsin Statutes, except as may otherwise be determined by the City Council.
- c) The City of Ashland shall bear 100% of the costs associated with constructing sidewalks on city-owned properties.
- d) The City of Ashland's utilities shall bear 100% of the costs associated with constructing sidewalks on utility properties (allocated to the appropriate utility).
- e) Projects constructed by Federal or State monies/agencies that include full payment of sidewalk construction costs as part of the respective projects are not subject to Property Assessments. Those that provide partial or no payment of sidewalk construction costs will be special assessed, subject to the specific requirements of pertinent federal and state funding sources.

- f) Property owners undertaking their own work, or arranging for pre-approved contractors to do so, shall not be special assessed. However, they are responsible for completing all work as described herein and in accordance with Ordinance 530.



***City of Ashland, Wisconsin
Wastewater Utility
Interim Policy for Level of Service
Provided to Private Sewer Laterals
During Capital Construction Projects***

1.0 PURPOSE

The intent of this interim policy is to provide guidance on design and construction practices for the City of Ashland Wastewater Utility (City) capital construction projects involving public sewer mains. These projects typically impact privately owned sewer laterals immediately adjacent and connected to public sewer collection mains.

It is the policy of the City of Ashland that any substantive improvements to privately owned sewer laterals constructed during City projects shall be paid by properties specifically benefitting from the improvement. A fair and equitable methodology for cost recovery that is determined on a reasonable basis is necessary.

The interim policies contained herein are designed to serve as a general guide for the City Council in allocating benefit to properties. The City Council reserves the right to vary from these policies if they create obvious inequities, where the assignment of benefit to a particular property is difficult to determine, or because of extreme or unusual circumstances, or for other good reason.

2.0 DEFINITIONS

“Building” shall mean any structure containing interior plumbing used for sanitary purposes.

“Capital Construction Project” shall mean activities funded by the City of Ashland Wastewater Utility involving the replacement, rehabilitation, or improvement of the sewer collection system that results in the delivery of new assets within the system. Maintenance, operations and other repair activities are excluded.

“Public Right of Way (ROW)” shall mean a public way or thoroughfare dedicated or platted for public use including but not limited to, a street, road, highway, alley, sidewalk, bicycle path and bridge. A public right-of-way includes that portion between the curb lines or the lateral lines of a public way and the adjacent property lines (commonly referred to as a boulevard or shoulder).

“Public Sewer Main” shall mean the City owned and operated sewer piping and appurtenances located within a public right of way or easement designed to collect and convey wastewater water from multiple sewer lateral connections.

“Sewer Main Rehabilitation”- shall mean the process of repairing, or otherwise upgrading an existing public sewer main through means such as, but not limited to, pipe bursting, grout in place pipe, cured in place pipe, thermoformed pipe and sliplining, that do not require significant excavation or ground disturbing activity.

“Sewer Collection System” shall mean the combination of piping, manholes and other structures that gather wastewater from buildings and convey the flow to the wastewater treatment plant. Other components of the collection system such as lift stations are not relevant to this interim policy.

“Sewer Lateral” Shall mean the privately owned and operated sewer piping and appurtenances connecting the interior plumbing system of a building to a public sewer main. Also referred to as a service lateral.

3.0 BACKGROUND

The City’s sewer collection system consists of approximately 60 miles of public sewer main, ranging in size from 2 inch to 36 inch, and over 1,000 manholes. Sewer mains are primarily located in alleyways with a gravel surface but approximately 25 miles of sewer main are located underneath paved roadway surfaces. A small portion of mains are located underneath unimproved surfaces (vacated alleys, City parks, etc).

To maintain reliable sewer collection service and to reduce the impact of infiltration and inflow (I&I) on the sewer collection system, the City is in the process of establishing a program for regular repair, rehabilitation and replacement of sewer mains. Generally, the City will replace sewer mains through excavation and direct replacement of the existing pipe and rehabilitate sewer mains through trenchless technologies, specifically cure in place pipe (CIPP).

4.0 PROJECT CLASSIFICATIONS

Category I- excavation and direct replacement of an existing sewer main located under an unimproved surface, such as a vacated alleyway.

Category II- excavation and direct replacement of an existing sewer main located under a partially improved surface, such as a gravel alleyway.

Category III- excavation and direct replacement of an existing sewer main located under an improved surface, such as a paved roadway.

Category IV- rehabilitation of an existing sewer main located under an unimproved surface, such as a vacated alleyway or a partially improved surface, such as a gravel alleyway through trenchless technology.

Category V- rehabilitation of an existing sewer main located under an improved surface, such as a paved roadway.

5.0 RELATED ORDINANCES

- Chapter 711 Ordinance for a Publicly Owned Treatment Works and Collection Systems
- Chapter 612 Street and Utility Construction Standard and Special Assessment Policies
- Chapter 501 Public Right of Way Regulation

6.0 LEVEL OF SERVICE

The level of service provided by the City to private sewer laterals during capital construction projects is presented for each of the above described project classifications.

Category I- replace existing sewer lateral to the edge of the public right of way (ROW) in a manner that does not reduce or otherwise restrict flow from the existing lateral.

Category II- replace existing sewer lateral to the edge of the public right of way (ROW) in a manner that does not reduce or otherwise restrict flow from the existing lateral

Category III- replace existing sewer lateral to the edge of the public right of way (ROW) in a manner that does not reduce or otherwise restrict flow from the existing lateral pipe.

Category IV- to be determined at a later date in 2021, pending more investigation and analysis of trenchless lateral rehabilitation techniques by City staff.

Category V- to be determined at a later date in 2021, pending more investigation and analysis of trenchless lateral rehabilitation techniques by City staff.

The cost of lateral replacement for Category I, II and III projects shall be paid by assessment, with repayment terms as identified below or as otherwise established by Council.

7.0 BASIS OF ASSESSMENT & ASSESSABLE PROJECT ELEMENTS

For properties with existing sewer lateral piping consisting of poly vinyl chlorine (PVC) that meets City standards for sanitary pipe material and is in sound condition, as determined by the Director of Public Works or designee, there shall be no basis of assessment. The City will connect the existing sewer lateral to the new sewer main, construct any repairs necessary to complete the connection and restore the lateral to its original functionality. The Director of Public Works or designee must verify the presence of existing PVC piping complying with City specifications from the existing sewer main to the edge of the public ROW in order for this criteria to apply.

Assessments are to be determined on a lump sum basis per sewer lateral.

The cost of any replacement of privately owned sewer laterals shall be recovered by levying an assessment to recover 100 percent of the cost of constructing the improvements.

The Public Works Director will establish the assessment rate for improvements to privately owned sewer laterals on a project by project basis, due to the variety of conditions and factors affecting the cost of each sewer main replacement project. The assessment rate for each project will be subject to Council approval.

All construction shall be in accordance with standards as published in the most recent version of the City of Ashland Standard Specifications for Utility Construction, unless otherwise approved in writing from the Director of Public Works or designee.

Assessable project elements and costs to be included in the assessment computations are described herein:

- a. Excavation & Trenching: For the purpose of this paragraph the term “excavation and trenching” shall mean all labor, equipment and materials necessary to adequately dig and construct a trench suitable for housing buried sanitary sewer lateral piping in accordance

with federal, state and City standards and specifications. Excavation and trenching shall be included in cost computations.

- b. Backfill & Compaction: For the purpose of this paragraph, the term “backfill and compaction” shall mean all labor, equipment, and material necessary to adequately bed or otherwise fill a trench constructed for the purpose of housing buried sanitary sewer lateral piping in accordance with federal, state and City standards and specifications. Backfill and compaction shall be included in cost computations.
- c. Lateral Piping: For the purpose of this paragraph, the term “lateral piping” shall mean all labor, equipment and material necessary to adequately lay buried piping for a sanitary sewer lateral and connect it to a public sewer main in accordance with federal, state and City standards and specifications. Lateral piping shall be included in cost computations.

Engineering & Administrative Costs: For the purpose of this paragraph, the term “engineering and administrative costs” shall mean all professional services, equipment, and labor necessary for construction staking and inspection by Public Works staff or designated agents. A charge equal to 15% of the construction costs shall be added to the cost of constructing the improvements to privately owned sewer laterals.

8.0 ASSESSMENT AMOUNTS AND REPAYMENT

This section of the policy sets forth the amounts and repayment terms of assessments.

- a) Assessments shall be for 100% of the construction costs as determined by the criteria noted above. The actual assessment rate shall be set and adopted by Council on a project by project basis.
- b) Assessments may be paid in full following completion of the work (with no interest), or through 10 equal annual installments per Ordinance 612.
- c) The interest rate shall be 1% above the City’s borrowing rate (as determined by loan or bond issuance) to cover overhead expenditures associated with administration of the program.
- d) Assessments shall be due in full upon sale or transfer of the property.
- e) The payment of assessments through installments may be extended in specific cases in accordance with *Wis. stat.* 66.0715

9.0 MISCELLANEOUS PROVISIONS

This section clarifies special circumstances, which may arise in establishing the benefit to private property owners as a result of improvements to private sewer laterals completed by the City of Ashland.

- a) The policies set forth in this document do not alter the requirements of the City's subdivision and zoning codes with regard to a developer's responsibility to provide and pay for required improvements at the time that any given property is to be improved.
- b) The City of Ashland shall bear 100% of the costs associated with constructing improvements to sewer laterals serving city-owned properties, including utility owned properties.
- c) Property owners arranging for pre-approved contractors and state licensed contractors for replacement of privately owned sewer laterals from the sewer main to the edge of the public ROW, or further, shall not be assessed if arrangements are made with the Director of Public Works or designee. However, they are responsible for ensuring that the work is completed in a manner that does not delay or otherwise disrupt the City of Ashland or its agents in completing all work associated with the related capital construction project and in accordance with Ordinance 711.

Various WI Cities Special Assessments Review

Rice Lake:

Population – 9,020

Elements included – curb and gutter(new), sidewalk replacement, water and sanitary mains up to 10” in dia., water and sewer laterals main to curb stop (reimbursed if private lateral replaced), storm sewer up to 24” in diameter (new), sand and gravel, 2” of paving surface, prorated surveying, inspection, and engineering fees

Shared % of elements – varies, typically ends up being 40% for sidewalks, can be assessed at 100%
% of total cost – capped at 20%

Middleton:

Population – 21,827

Elements included – sidewalks, landscaping, curb and gutter, driveway aprons, ½ width of pavement

Shared % of elements – 100% (sidewalks), 50% (driveway apron), all other 100%

Menomonie:

Population – 16,843

Elements included – curb and gutter, driveway aprons, sanitary sewer, water mains

Shared % of elements – driveway aprons (up to 100%), sanitary sewer main and laterals (up to 100%), water main and laterals (up to 100%), replacing sidewalks (0%)

Madison:

Population – 272,903

Elements included – curb and gutter, sidewalk, driveway aprons, terrace walks, alley reconstruction, traffic signals + interchanges

Shared % of elements – curb and gutter(50%, 100%new), sidewalk (50%, 100% new), driveway aprons (50%, 100% new), terrace walks (50%, 100%new), alley (50%), signals and interchanges (dependent on distance from intersection/signal)

Eau Claire:

Population – 68,421

Elements included – grading and gravel, street paving, curb and gutter, sidewalk, driveway apron, alleys

Shared % of elements – determined by City Engineer on a yearly basis based on previous years assessments

Appleton:

Population – 74,511

Elements included – admin fees, concrete, curb and gutter, sawcutting, grading, restoration, concrete driveway apron, asphalt (reconstruction only, no overlays or maintenance), trees, sidewalks, sanitary mains and laterals

Shared % of elements – dependent on element (33% to 100%)

Ref: 2024-225

**COMMITTEE AGENDA:
4.B. (10/8/2024)**

SUBJECT: Snow Clearing of Sidewalks (*Ortman*)

RECOMMENDATION: Discussion and Possible Action

DEPARTMENT OF ORIGIN: Councilor Ortman

CLEARANCES: Council President

EXHIBITS:

1. Comprehensive Sidewalk Policy, Ashland WI
2. Ashland Functional Classification - November 25, 2019
3. Emergency Snow Plowing in the City of Ashland - Emergency Plow Routes

COMPLIANCE WITH STRATEGIC PLAN:

SUMMARY STATEMENT:

Councilor Ortman requested to review and discuss snow removal of the City's sidewalks.



COMPERHENSIVE SIDEWALK POLICY ASHLAND, WI

10/1/2015

COMPREHENSIVE SIDEWALK POLICY ASHLAND, WI

In order to promote the benefits of sidewalks within the community; to assure that sidewalks are installed at approved locations within the community; and to assure that sidewalks are installed in a manner that will provide a durable long lasting surface; the City of Ashland hereby adopts the following COMPREHENSIVE SIDEWALK POLICY.

A copy of this document, City Ordinance 530, and the Concrete Sidewalk Typical Detail shall be issued to all persons that apply for a Work in Right of Way Permit to replace or install new sidewalk in the public right-of-way or on City property.

Any reference to “City” shall mean the Director of Public Works or their Designee.

A. ASSOCIATED DOCUMENTS

1. City Ordinance 530
2. Concrete Sidewalk Typical Detail
3. Sidewalk Special assessment Policy

B. SIDEWALK BENEFITS

Sidewalks provide many benefits to a community. Some of these benefits include:

- Pedestrian safety.
- Mobility
- A healthier community by providing pedestrian corridors for walking
- Increased home values
- Increased customer traffic for retail businesses
- Decreased use of cars on short trips, saving gas and lowering emissions

C. SIDEWALK LOCATIONS

Sidewalks shall be included in plans whenever major road construction work is taking place at locations shown on the City of Ashland sidewalk location map, unless otherwise modified by the City Council.

The sidewalk shall be located within the City right-of-way as near as possible to the edge of the right of way.

D. APPROVED INSTALLERS

The sidewalk contractor/installer shall have the experience and tools required to comply with the City specifications for sidewalk construction.

E. PERMITS

A City Work in Right of Way Permit is required when replacing existing sidewalk or wherever new sidewalk is placed in the City right of way. The requirements of City Ordinance, Chapter 501 shall apply to work located in the City right of way.

The permit fee will be waived when replacing existing sidewalk along the same alignment and elevation of the sidewalk being replaced. New sidewalk installed at locations where there is no existing sidewalk shall be charged the standard permit fee as outlined in the City of Ashland Comprehensive Fee Schedule.

Where existing sidewalks are being replaced the City Public Works Department will perform the removal of the existing sidewalk to be replaced and dispose of the concrete at no charge to the property owner or installer. A signed "sidewalk do-it-yourself Agreement" will be required to qualify for the fee waiver.

F. SIDEWALK CONSTRUCTION CRITERIA

1. Materials

Sidewalks shall be constructed of concrete unless otherwise approved by the City.

2. Specifications

Concrete sidewalks shall meet specification standards as provided for in the **Concrete Sidewalk Typical Detail** and this document.

3. Width

The width of the sidewalk shall be approved by the City. The standard sidewalk width is 5 feet wide. If replacing existing sidewalk, the width of the new sidewalk shall match the alignment and width of the old sidewalk. If replacing long continuous runs of existing sidewalk a variance to matching the existing sidewalk width may be granted at the discretion of the City.

4. Inspections

The following City inspections are required before the concrete pavement is placed:

- a. Sidewalk alignment
- b. Sidewalk elevation
- c. Sidewalk base material compacted in place
- d. Completion inspection

Inspection request shall be made at least one business day prior to the need for the inspection. Work completed without the required inspection may be ordered removed and replaced at the discretion of the City.

5. Traffic Control & Safety

The contractor/installer shall be responsible for providing and implementing a traffic control plan for pedestrian and vehicular traffic. The traffic control plan shall be approved by the City.

For pedestrian traffic, sidewalk closed ahead signs or other approved signage shall be placed in advance of the work at the nearest pedestrian crossing location. Signage directing the use of an alternate pedestrian route may also be required.

For vehicular traffic, Construction Ahead or similar signs shall be installed in advance of the construction work if required by the City. No road may be closed to vehicular traffic unless otherwise approved by the City. If a road is approved to be closed to facilitate the work the contractor/installer shall notify local Emergency Service providers of the road closure prior to closing the road and shall notify the same when the road is reopened to traffic.

Parking spaces may be blocked off to facilitate work when approved by the City.

The contractor/installer shall be responsible to implement and maintain safety systems that will protect the general public from injury due to construction operations. This may include installing safety fencing and other safety devices as deemed necessary by the City.

6. Protection of Concrete

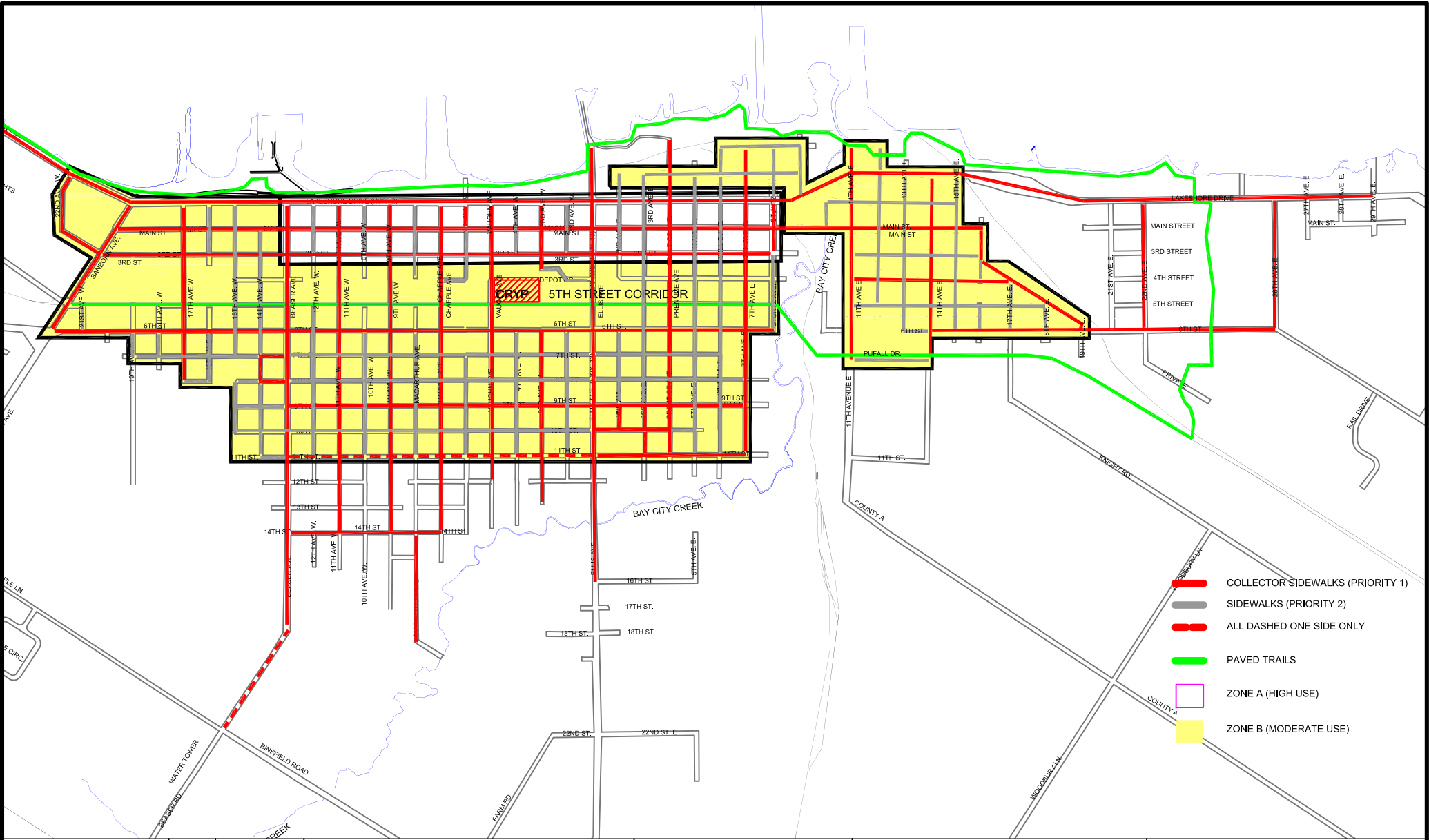
The contractor/installer shall be responsible to protect the concrete from vandalism and weather related damage until the concrete has sufficiently set. Damaged concrete may be ordered removed and replaced by the City.

G. TREE PROTECTION

The contractor/installer shall take all precautions to not damage any trees and/or tree roots located in the City right of way or on City property. No limbs or roots may be removed unless first inspected and authorized by the City.

There shall be a fine of \$100 per inch diameter plus removal costs whenever any public tree is damaged during installation of the sidewalk, when, in the opinion of the City the damage warrants removal of the tree.

Preauthorized tree removal is allowed when approved prior to the work taking place. The property owner for whom the work is taking place shall make a request to the City Public Works Department prior to beginning any work. If the City approves said tree removal the full cost for the tree removal, disposal, stump removal and restoration work shall be the responsibility of the property owner.



REVISION NO.	DATE

NOT TO SCALE

DRAWN BY: D.P.M. DATE: 12/16/13

CHECKED BY: _____

THIS PLAN/MAP AND THE CORRESPONDING CAD DRAFTING FILE ARE GRAPHIC REPRESENTATIONS OF THE PROJECT FEATURES COMPILED FROM THE BEST AVAILABLE INFORMATION. ANY USE OR REUSE OF THIS INFORMATION FOR PURPOSES OTHER THAN THE ORIGINAL PROJECT IS DONE AT THE SOLE RISK OF THOSE PERFORMING THE USE OR REUSE. ANYONE USING THIS INFORMATION ON SUBSEQUENT PROJECTS SHALL ASSUME TOTAL RESPONSIBILITY FOR THE USE.

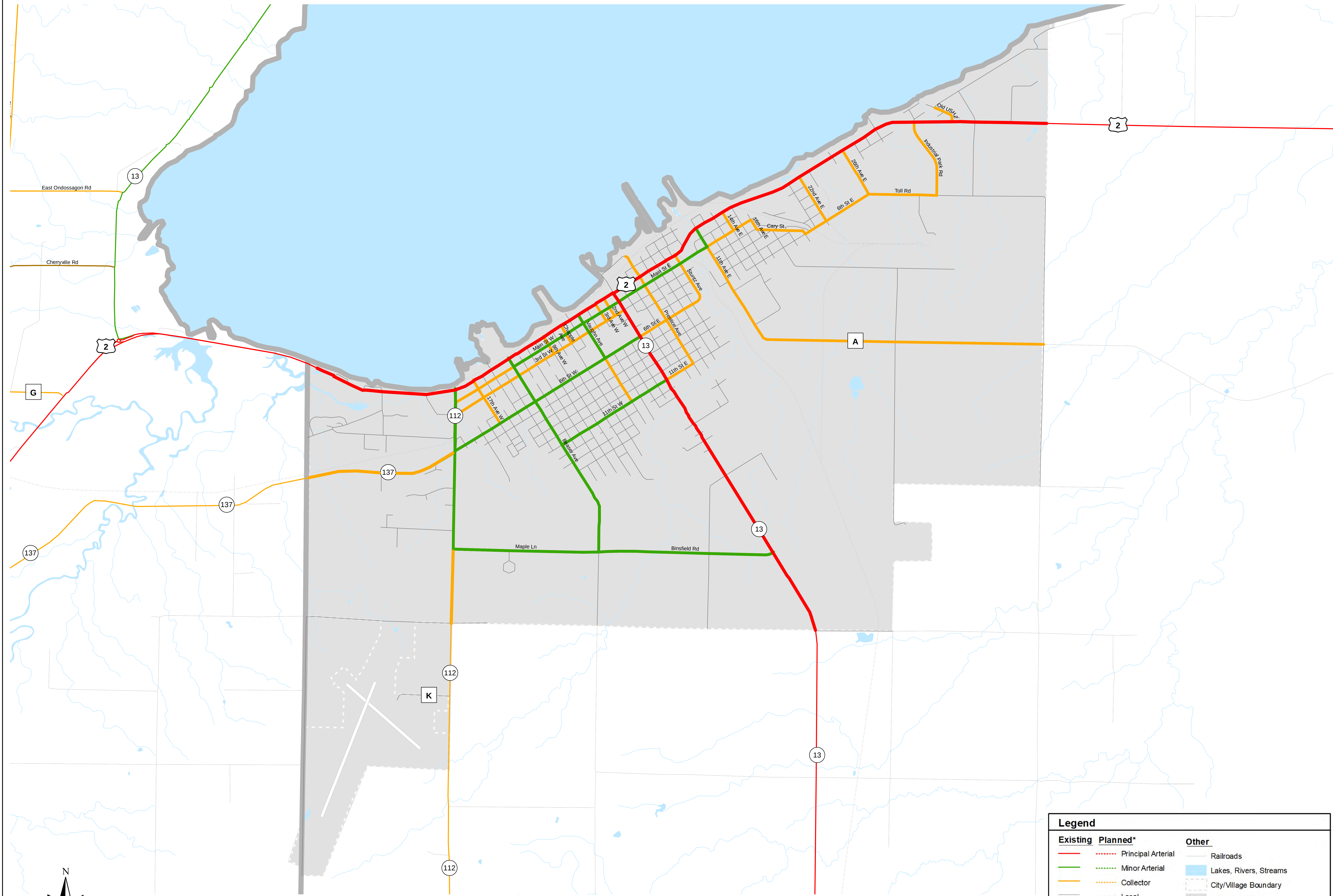
City of Ashland
Department of Public Works
Engineering Division

EXHIBIT A
2013-2014 CITY SIDEWALK REPLACEMENT
POLICY MAP

ASHLAND

Functional Classification - November 25, 2019

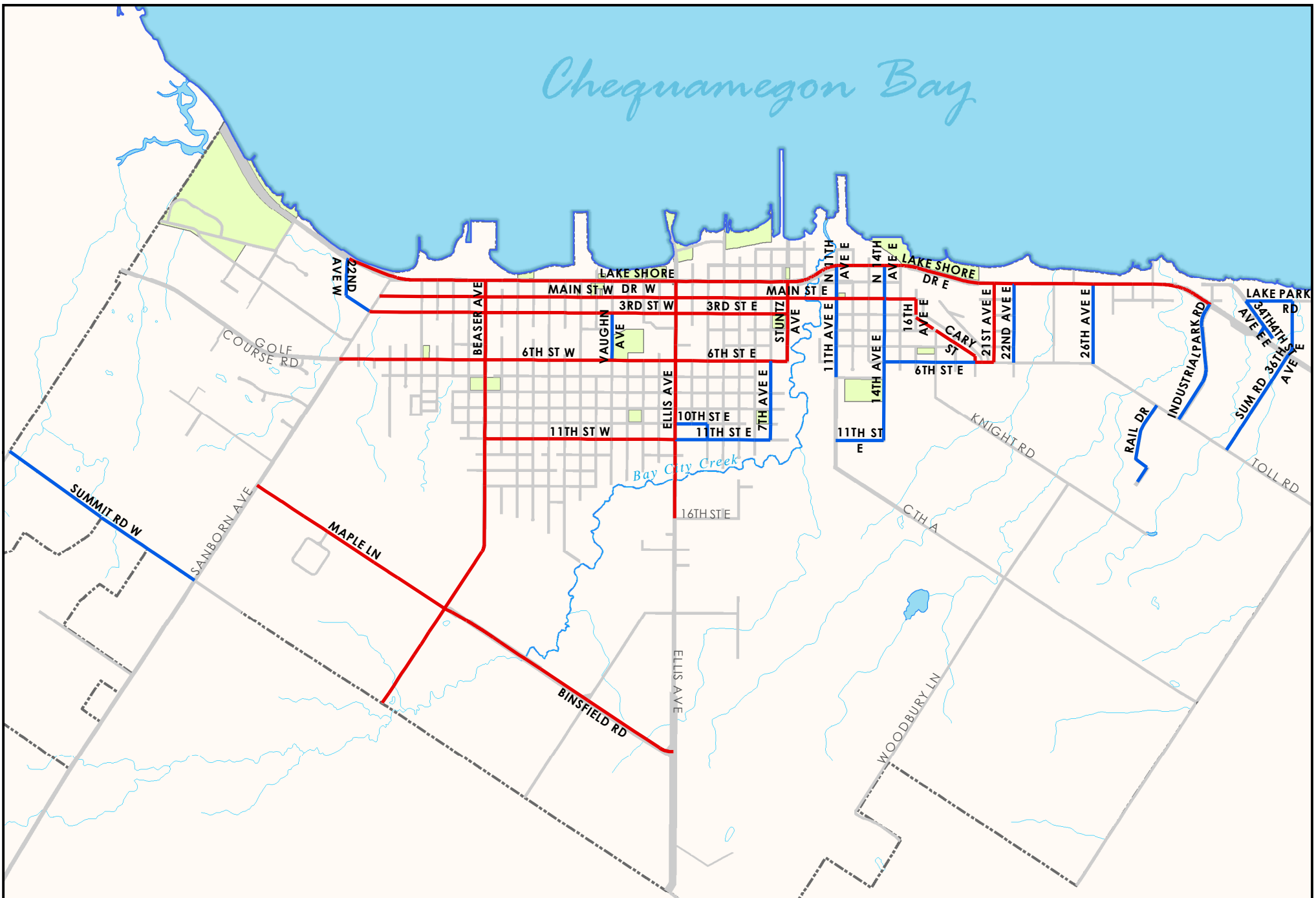
ASHLAND



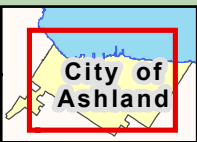
Legend

Existing	Planned*	Other

* NOTE:
All planned route locations are approximations only.



Index Map



Legend

Emergency Plow Routes

- Priority 1
- Priority 2

- City Boundary
- City Parks
- Open Water



0 0.5
Miles
1 inch equals 2,883 feet

Emergency Snow Plowing in the City of Ashland



City of Ashland Dept. of Public Works
**Geographic Information
Systems Division**
Created: January 20, 2008
Map for informational purposes only.



Ref: 2024-226

**COMMITTEE AGENDA:
4.C. (10/8/2024)**

SUBJECT: Review of Ordinance Regarding Rooming / Boarding Houses (*Seefeldt*)

RECOMMENDATION: Discussion and Possible Action

DEPARTMENT OF ORIGIN: Councilor Seefeldt

CLEARANCES: Council President

EXHIBITS: 1. Rooming & Boarding Housing

COMPLIANCE WITH STRATEGIC PLAN: HOUSING

SUMMARY STATEMENT:

Councilor Seefeldt requested a conversation regarding the potential of rooming and/or boarder housing, and the City's Ordinance regarding such.

Residential occupancy and zoning is referenced in the [Unified Development Ordinance \(UDO\)](#), specifically under [Section 4.8 MRC Mixed Residential/ Commercial District](#).

Unified Development Ordinance (UDO) Sections on Rooming/Boarding Houses

UDO Part 12-Definitions

Bed and breakfast establishment. An establishment that meets all of the following criteria:

1. Provides eight (8) or fewer rooms for rent, to no more than twenty (20) tourists or other transients for a length of time not to exceed ten (10) nights in a twelve (12) month period;
2. Is the owner's personal residence and is occupied by the owner at the time of rental;
3. Meals are served only to guests; and
4. Breakfast is the only meal served to guests.

Districts where Bed and Breakfasts Permitted

R-E Residential Estate – Conditional Use
R-1 Single Family Residential – Conditional Use
R-2 Single and Two Family Residential – Conditional Use
R-3 Medium Density Residential – Conditional Use
R-4 High Density Residential – Conditional Use
MRC Mixed Residential/Commercial – Permitted Use
RC Regional Commercial – Conditional Use
CC City Center – Permitted Use
LI Light Industrial – Conditional Use
HI Heavy Industrial – Conditional Use
W-SFR Waterfront Single-Family Residential – Conditional Use
W-MRC Waterfront Mixed Residential/Commercial – Permitted Use
W-CRM Waterfront Conference/Residential Mix – Conditional Use
W-CC Waterfront City Center – Permitted Use
FD Future Development – Conditional Use

UDO Part 5 Specific Use Standards

Bed and Breakfast Establishment. A bed and breakfast establishment shall be allowed only in those zoning districts where it is permitted or permitted as a conditional use and only after the issuance of a conditional use permit pursuant to Section 3.9: Conditional Use Permit. In addition, the following standards shall apply:

1. **Compliance with State standards.** All bed and breakfast establishments and licensees shall be subject to and comply with Chapter DHS 197 of the Wisconsin Administrative Code relating to bed and breakfast establishments and/or Chapter DHS 195 of the Wisconsin Administrative Code relating to hotels, motels, and tourist rooming houses.
2. **Registry.** Each bed and breakfast establishment shall provide a register and require all guests to register their true names and addresses before assigning quarters. The register shall be kept intact and available for inspection by a Designated Authorized Agent of the City for a period of not less than one (1) year.
3. **Permits required.** In addition to the permit required by Chapter DHS 197 of the Wisconsin Administrative Code and/or Chapter DHS 195 of the Wisconsin Administrative Code, every bed and breakfast establishment shall obtain a bed and breakfast establishment permit pursuant to Section 3.37: Bed and Breakfast Establishment Permit, and all other applicable permits pursuant to this Ordinance. An approved bed and breakfast establishment permit shall be conspicuously displayed in the bed and breakfast establishment.
4. **Management.** Bed and breakfast establishments shall be managed and occupied by the owner of the property.

5. **Limit of guest occupancy.** Guest occupancy shall be limited to fourteen (14) days in any thirty (30) day period.

Minimum Parking Section 6.3 (Table 6.3-A)

Base Spaces Required: 2 for principal dwelling

Additional Spaces Required: 1 per room offered for occupancy

Boarding or rooming home. A dwelling unit, or part thereof, occupied by a single housekeeping unit where meals and lodging may be provided for three (3) or more persons not related to the owner for compensation by previous arrangement.

Districts where Boarding/Rooming Houses Permitted

MRC Mixed Residential/Commercial – Conditional Use

NC Neighborhood Convenience – Conditional Use

RC Regional Commercial – Conditional Use

CC City Center – Conditional Use

W-MRC Waterfront Mixed Residential/Commercial – Conditional Use

W-CRM Waterfront Conference/Residential Mix District – Conditional Use

W-CC Waterfront City Center – Conditional Use

Minimum Parking Section 6.3 (Table 6.3-A)

1 per room offered for occupancy

City of Ashland Housing Code

https://ashland-wi.municipalcodeonline.com/book?type=ordinances#name=831-850_Housing

City of Superior Example Ordinance Text

Sec. 74-28. - License required for hotel, motel or rooming house.

(a) No person shall establish, operate or maintain a hotel, motel or rooming house within the city without having secured a license therefor from the city clerk. The building inspector, fire inspector and health officer shall inspect and approve all motels, hotels and rooming houses licensed under this section at least annually and/or prior to issuance of the license and/or license renewal. (b) License renewals will not be granted to parties in arrears of hotel-motel room tax by more than six months.

(Code 1971, § 20-22; Ord. No. O20-4212, § 1, 10-6-2020)

Sec. 104-301. - General.

The interior of a structure and equipment therein shall be maintained in good repair, structurally sound and in a sanitary condition. Occupants shall keep that part of the structure which they occupy or control in a clean and sanitary condition. Every owner of a structure containing a rooming house, a hotel, a dormitory, two or more dwelling units or two or more nonresidential occupancies, shall maintain, in a clean and sanitary condition, the shared or public areas of the structure and exterior property.

(Ord. No. O13-3828, § 1, 4-3-2013)

Sec. 104-334. - Multiple occupancy.

The owner of a structure containing two or more dwelling units, a multiple occupancy, a rooming house or a nonresidential structure shall be responsible for extermination in the public or shared areas of the

structure and exterior property. If infestation is caused by failure of an occupant to prevent such infestation in the area occupied, the occupant shall be responsible for extermination.
(Ord. No. 013-3828, § 1, 4-3-2013)

Sec. 104-412. - Rooming houses.

At least one water closet, lavatory and bathtub or shower shall be supplied for each ten occupants.

(Ord. No. 013-3828, § 1, 4-3-2013)

WI Administrative Code Regulating Bed and Breakfast Establishments: ATCP 73

https://docs.legis.wisconsin.gov/code/admin_code/atcp/055/73

Building Codes that would apply include the International Building Code and International Existing Building Code (IBC and IEBC). A full plan review would also be required for rooming house projects.