



Take notice that the City of Ashland Common Council will meet at 6:00 PM in the City Hall Council Chambers, 601 Main Street W. Ashland, WI to consider and act upon the following agenda.

To attend virtually, 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.

This agenda has been amended and posted May 12, 2025

Tuesday, May 13, 2025 Ashland City Council Meeting Agenda

1. CALL TO ORDER

A. Roll Call, Moment of Silence and Pledge of Allegiance

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

A. April 15, 2025 City Council and Committee of the Whole Meeting Minutes

4. CITIZEN PARTICIPATION PERIOD

5. MAYOR'S REPORT

A. Announcements

B. Appointments

6. ADMINISTRATOR'S REPORT

7. CONSENT AGENDA

A. Miscellaneous Minutes

8. OLD BUSINESS

A. Approve to Accept a Bid and Award a Contract for the 2025 Turner Lift Stations Improvements Project to Ritola, Inc. *(Public Works)* Roll

B. Approve a City of Ashland Resolution to Repeal and Replace City of Ashland Resolution No. 17829 to Amend the Commitment of Matching Funds for Community Development Block Grant (CDBG) Application for the 2026 13th Avenue East Reconstruction Project *(Public Works)* Roll

- C. **Approve a Preliminary Resolution Declaring Intent to Levy Special Assessments under Municipal Police Power Pursuant to Sec. 66.0703, WI State Statute for the 2025 Chapple Avenue Reconstruction Project** *(Public Works)* Roll
- D. **Approve a Preliminary Resolution Declaring Intent to Levy Special Assessments under Municipal Police Power Pursuant to Sec. 66.0703, WI State Statute for the 2025 Ellis Avenue Pavement Replacement Project** *(Public Works)* Roll

9. NEW BUSINESS

- A. **Consider an Ordinance to Repeal Chapter 50 (2020-1934) Main Street Board, Ashland City Ordinances** *(Clerk)* Roll
- B. **Consider an Ordinance to Amend Chapter 806 (201-1884) Ordinance to Approve a Planned Unit Development-General Development Plan (PUD-GDP), Ashland City Ordinances, to Allow a Multi-Family Use in the Mixed Residential/Commercial (MRC) with Gateway Overlay (MRC-GTWY) Zoning District, Parcel No. 201-00356-0000, Located in the 400 Block of Beaser Avenue between Beaser Avenue and 11th Avenue West; Applicant: Vision, Inc, Superior, Wisconsin** *(Planning and Development)* Roll

10. 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.

Upon reasonable notice, the City of Ashland will accommodate the needs of disabled individuals or individuals with limited English proficiency through auxiliary aids or services. For additional information or to request this service, contact the City Clerk's Office at 715-682-7071 (not a TDD telephone number) or FAX: 715-682-7048

MEETING MINUTES
ASHLAND CITY COUNCIL
Tuesday, April 15, 2025 – 6:00 PM
Ashland City Hall Council Chambers

1. CALL TO ORDER

The Tuesday, April 15, 2025 Ashland City Council meeting was called to order by Mayor Matt Mac Kenzie at 6:00 p.m.

A. **Oath of Office for Elected Officials**

Oaths of Office were administered by the Clerk to Alderpersons Shawn Brede, Andrew Goyke, and Charlie Ortman.

B. **Roll Call, Moment of Silence and Pledge of Allegiance**

PRESENT: Kevin Seefeldt, Shawn Brede, Andrew Goyke, James Gregoire, Charlie Ortman, Nancy Sztynдор

ABSENT: Peter Levi, (Excused)

ALSO PRESENT: Mayor Matthew MacKenzie, City Administrator Brant Kucera, City Clerk Denise Oliphant, City Attorney Tyler Wickman, Public Works Director John Butler, Planning Director Steven Wiley, Airport Manager, Derek Hall, Police Chief Willis Hagstrom, Deputy Clerk Kevin Haas, and other interested citizens.

2. APPROVAL OF AGENDA

A motion by Goyke and seconded by Ortman to approve the agenda, passed unanimously by roll call vote.

3. ELECTION OF COUNCIL PRESIDENT

A. **Accept Nominations from the Floor**

Seefeldt nominated Ortman; Ortman accepted.

B. **Close Nominations**

With no further nominations, Mac Kenzie closed the floor for nominations.

C. **Vote by Secret Ballot**

Seefeldt moved, seconded by Sztynдор to approve Ortman as Council President. The motion carried unanimously by voice vote; secret ballots were not used.

4. APPROVAL OF MINUTES

A. **March 25, 2025 City Council and Committee of the Whole Meeting Minutes**

A motion by Seefeldt and seconded by Sztynodor to approve the minutes, carried unanimously by voice vote.

5. CITIZEN PARTICIPATION PERIOD

The Clerk read the Rules for Citizen Participation, and the following offered their comments to the Council:

Zygmund Jablonski, 916 6th Avenue West, spoke to the special assessment and Splash Pad items on the Committee of the Whole agenda.

6. MAYOR'S REPORT

A. **Announcements**

The Ashland County Extension will be hosting the 2025 Clean Sweep on June 14, 2025 at the Ashland High School Main Parking Lot. The Ellis Avenue Reconstruction Project has started. Mac Kenzie also thanked returning Councilors and welcomed incoming Councilors.

B. **Approval of Committee Appointments** *(Voice)*

A motion by Gregoire and seconded by Seefeldt to approve the committee appointments, passed unanimously by voice vote.

C. **Appointments**

Mac Kenzie reported that John Beirl notified the Mayor of his resignation from the Plan Commission. Mac Kenzie asked Council to approve to appoint Ana Tochtermann to the Plan Commission to fill this vacancy. Sztynodor moved, seconded by Goyke to approve the appointment of Tochtermann to the Plan Commission for a 3-year term. The motion passed unanimously by voice vote.

7. ADMINISTRATOR'S REPORT

Kucera reminded Council of the upcoming retreat on Tuesday April 29, 2025 at the BART Facility. Food will be served at 5:30 p.m. with the meeting beginning at 6:00 p.m. He also took the opportunity to note that the City is financially sound with an A++ bond rating. The purpose of special assessments is to allow the City to maintain its assets in a timely fashion.

8. CONSENT AGENDA

A. **Property Maintenance and Permit Reports for February and March 2025**

Gregoire moved, seconded by Seefeldt to approve the Consent Agenda. The motion passed unanimously by voice vote.

9. OLD BUSINESS

- A. **Reaffirm and Accept the Nine Tools of Civility** (*Mayor*) Roll
The Clerk read the Nine Tools of Civility for Council. A motion by Seefeldt, seconded by Sztynдор to accept the Nine Tools of Civility, passed unanimously by voice vote. Each of the Councilors present signed the addendum to the resolution.
- B. **Consider a Resolution to Designate Public Depositories** (*Treasurer*) Roll
A motion by Goyke and seconded by Seefeldt to approve the resolution was passed unanimously by roll call vote.
File #17826
- C. **Consider a Resolution to Designate the Official City Newspaper** (*Clerk*) Roll
A motion by Ortman and seconded by Seefeldt to approve the resolution was passed unanimously by roll call vote.
File #17827
- D. **Consider to Amend the City of Ashland Common Council 2025 Meeting Calendar** (*Clerk*) Voice
A motion by Seefeldt and seconded by Goyke to approve the amended calendar was passed unanimously by voice vote.
- E. **Accept Bid and Award a Contract for the 2025 Sanborn Avenue Waterfront Trail Pavement Replacement Project to Angelo Luppino, Inc.** (*Public Works*) Roll
A motion by Ortman and seconded by Seefeldt to accept the bid for \$39,595.94 and award the contract to Angelo Luppino, Inc., passed 5-1 by roll call vote; Brede abstained.
- F. **Accept Bid and Award a Contract for the 2025 Kreher Park Campground Upgrades Project - Bathhouse Replacement, to Dreamland Contracting, LLC** (*Public Works*) Roll
A motion by Ortman and seconded by Sztynдор to accept the bid for \$85,193.90 and award the contract to Dreamland Contracting, passed unanimously by roll call vote.
- G. **Accept an Engineering Cost Proposal for Construction Management from Northern Wisconsin-Based Engineers, Inc. (NWBE) for the 2025 Chapple Avenue Reconstruction Project** (*Public Works*) Roll
A motion by Ortman and seconded by Seefeldt to approve the proposal from Northern Wisconsin-Based Engineers, Inc. for \$77,297.52, passed unanimously by roll call vote.
- H. **Accept a Proposal for Professional Construction Administration Support Services for Watermain Construction from Long Island Engineering, LLC for the 2025 Chapple Avenue Reconstruction Project** (*Public Works*) Roll
A motion by Ortman and seconded by Seefeldt to approve the proposal from Long Island Engineering LLC for \$47,300, passed unanimously by roll call vote.
- I. **Approve the John F. Kennedy Memorial Airport Ashland, Wisconsin Airport Hangar Ground Lease as Amended by Ashland County Board of Supervisors** (*Airport*) Voice
A motion by Ortman and seconded by Seefeldt to approve the amended lease agreement, passed unanimously by voice vote.

10. NEW BUSINESS

Tuesday, April 15, 2025

- A. **Consider a City of Ashland Resolution to Adopt a Citizen Participation Plan as Required for the Submission of a Community Development Block Grant (CDBG) Application for the 2026 13th Avenue East Reconstruction Project** (*Public Works*) Roll
A motion by Ortman and seconded by Goyke to approve the resolution, passed unanimously by roll call vote.
File #17825
- B. **Consider a Resolution Adopting a City of Ashland, Wisconsin Residential Anti-Displacement and Relocation Assistance Plan Required for the Submission of a Community Development Block Grant (CDBG) Application for the 2026 13th Avenue East Reconstruction Project** (*Public Works*) Roll
A motion by Ortman and seconded by Sztynodor to approve the resolution, passed unanimously by roll call vote.
File #17828
- C. **Public Hearing Regarding a Proposed Community Development Block Grant (CDBG) Application for Public Facilities (PF) Program Funds for the Proposed 2026 13th Avenue East Reconstruction Project** (*Public Works*) Roll
A motion by Ortman and seconded by Seefeldt to enter into Public Hearing was approved unanimously by roll call vote.
- It was made known that a Class II notice was posted in the City's official newspaper two times, posted at the Vaughn Public Library, Ashland County Court House, and at City Hall, as well as noticed by mail to affected homeowners. No comments were received by mail or otherwise prior to this meeting.
- There were no citizens wishing to speak at this time. Ortman moved, seconded by Seefeldt, to close the Public Hearing. This motion carried unanimously by voice vote.
- D. **Consider a City of Ashland Resolution Authorizing to Submit a Community Development Block Grant (CDBG) Application for the 2026 13th Avenue East Reconstruction Project** (*Public Works*) Roll
A motion by Ortman and seconded by Seefeldt to approve the resolution, passed unanimously by roll call vote.
File #17830
- E. **Consider a City of Ashland Resolution to Commit Matching Funds for Community Development Block Grant (CDBG) Application for the 2026 13th Avenue East Reconstruction Project** (*Public Works*) Roll
A motion by Ortman and seconded by Sztynodor to approve the resolution, passed unanimously by roll call vote.
File #17829
- F. **Consider to Accept Bid and Award the 2025 Crushed Aggregate Contract to Angelo Luppino Inc.** (*Public Works*) Roll
A motion by Goyke and seconded by Sztynodor to accept the bid from Angelo Luppino Inc. for \$52,920, passed unanimously by roll call vote.
- G. **Consider a Resolution Creating Tax Incremental District No. 11, Approving its Project Plan and Establishing its Boundaries, City of Ashland, Wisconsin** (*Planning*) Roll

Tuesday, April 15, 2025



A motion by Ortman and seconded by Seefeldt to approve the resolution, passed unanimously by roll call vote.

File #17831

11. CLOSED SESSION - Council may return to Open Session and take action on any item discussed during Closed Session.

A motion by Ortman and seconded by Gregoire to enter into Closed Session, passed unanimously by roll call vote.

- A. **Pursuant to WI Stat. 19.85(1)(g): "Conferring with legal counsel who either orally or in writing will advise governmental body on strategy to be adopted with respect to current or likely litigation."** (*J Radosevich notice of claim dated March 24, 2025*)

B. **Return to Open Session**

A motion by Sztynдор and seconded by harlie Ortman to return to Open Session, passed unanimously by roll call vote.

C. **Report of Action Taken during Closed Session**

Mac Kenzie reported no action was taken during closed session.

A motion by Ortman, seconded by Sztynдор to deny the claim, passed unanimously by roll call vote.

12. ADJOURNMENT

A motion by Ortman and seconded by Goyke to adjourn was passed unanimously by voice vote.

Respectfully Submitted,

Denise Oliphant,
City Clerk

MEETING MINUTES
COMMITTEE OF THE WHOLE MEETING
Tuesday, April 15, 2025 – 6:00 PM
Ashland City Hall Council Chambers

The Tuesday, April 15, 2025 City of Ashland Committee of the Whole Meeting was called to order by Council President Charlie Ortman at 7:35 p.m.

1. **Roll Call**

PRESENT: Kevin Seefeldt, Shawn Brede, Andrew Goyke, James Gregoire, Charlie Ortman, Nancy Sztynдор

ABSENT: Peter Levi (Excused)

ALSO PRESENT: Mayor Matthew MacKenzie, City Administrator Brant Kucera, City Clerk Denise Oliphant, Public Works Director John Butler, and other interested citizens.

2. **Approval of Agenda**

A motion by Goyke and seconded by Sztynдор to approve the agenda passed unanimously by voice vote.

3. **Council President's Report**

Ortman spoke of appreciation to staff for continuing to work to find solutions to bring back for discussion in order to afford construction projects.

4. **Discussion and Possible Action Items**

A. **Splash Pad MOU between Ashland Rotary and the City of Ashland (*Public Works*)**

Butler noted an agreement continues to be discussed with the Ashland Rotary. Rotary members Ben Martinsen, Dale Keln, and Denise Kontrny spoke to the conversations. Council agreed to allow for continued conversation and bring back an agreed-upon MOU for the Committee of the Whole to review.

B. **Proposed Special Assessments Policy for 2025 Street Construction (*Mayor*)**

Mac Kenzie requested guidance from Council regarding the special assessments. Council voted by voice 6-0 that they still supported special assessments on sidewalks, carriage walks, etc., although no formal action was taken at this time.

5. **Items for Future Discussion**

Goyke asked to have property maintenance personnel review the process of notice to property owners, and continued violations and noncompliant offenders.

Sztynдор requested discussion regarding potentially creating a focus group to help address the homeless issues.

Seefeldt asked to review if the Ashland Emergency Shelter and Superior Cottages are following

their internal policies and the conditions of use that Council approved to allow those projects to operate.

6. **Adjournment**

A motion by Goyke and seconded by Sztynдор to adjourn, passed unanimously by voice vote.

Respectfully Submitted,

Denise Oliphant,
City Clerk

Ref: 2025-104

COUNCIL AGENDA: 5.B.
(5/13/2025)

SUBJECT: Appointments

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Mayor

CLEARANCES: Mayor

EXHIBITS: 1. B Braunstein - Volunteer form (redacted)

EXPENDITURES REQUIRED: NA

AMOUNT BUDGETED:

APPROPRIATION REQUIRED: NA

TREASURER'S CERTIFICATE: NA

COMPLIANCE WITH CHAPTER 51: Section 51.26 (b) of Chapter 51, Ashland City Ordinances, permit the Mayor and/or Clerk to schedule items directly for Council action. The Mayor and/or City Clerk has chosen to direct this item directly to Council pursuant to the authority granted to them in Chapter 51, Ashland City Ordinances.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN:

SUMMARY STATEMENT:

The Mayor is asking for Council approval of the following appointments/reappointment:

Police & Fire Commission

Ed Monroe, reappointment, term to expire May 6, 2030

Parks & Recreation Committee

Nancy Szyndor, reappointment *as a citizen member*, term to expire April 30, 2028

Beautification Council

Betty Braunstein, appointment, term to expire February 15, 2028

Find yourself next to the water.

ASHLAND

City of Ashland, Wisconsin

601 Main Street West — Ashland, WI 54806 — www.cityofwi.org

OFFER TO VOLUNTEER FORM

I would like to be considered a nominee for the following committee or committees:

Beautification Council

Write a brief statement of education and training:

I have a Masters degree in music. I have a masters degree in Library Science. I completed Master Gardener training in 2023/24

Biography: (Need a sense of who you are as an individual. For example, general background, work history, life experiences, volunteer activities, special interests, special skills, hobbies, personality, people skills, etc.)

I am retired from work as a performing musician and librarian. I continue to teach music. I am an active volunteer member of Ashland/Bayfield County Master Gardeners Association.

Individual references/referred by (please include phone #):

Mary Zinnecker, Chair of Council

Contact information:

Betty Braunstein

Name (Please print)

Phone #

805 MacArthur Ave

Address

Email

Date

05-05-2025

AIRPORT COMMISSION MEETING MINUTES: **Thursday, February 20, 2025**

1. Roll Call

- a. Commission Members: Lloyd Orensten, John Coffey, Carol Ortman, Blake Ellefson, Richard Huber
The Thursday, February 20, 2025 Airport Commission Meeting was called to order by Commission Chairman Lloyd Orensten at 4:30 p.m.

PRESENT: Lloyd Orensten, John Coffey, Carol Ortman, Blake Ellefson, Richard Huber

ABSENT: None

ALSO PRESENT: Airport Manager Derek Hall, Ashland County Commissioner Dan Grady.

2. Approval of Minutes

- a. Approve January 23, 2025 Airport Commission Meeting Minutes
Motion to approve minutes: Ellefson
Second: Huber
Vote (Voice): Passes Unanimously

3. Citizen Participation Period

No members of the public present.

4. Commission Items

- a. Update of Airport Improvement Program Petition Status
The plan was brought before the City of Ashland Plan Commission, they expressed approval with a few items crossed off. Ellefson asked about the item that was crossed off regarding the purchasing of the Bretting Hangar. Hall explained that we likely wouldn't be able to use federal funding for the hangar so it could be removed from the hangar. This item is expected to go to the City's Committee of the Whole meeting on Tuesday, February 25th, and would go to City Council after that. Pending Council approval, it would go to the County Board following the City Council approval.
- b. Update of Airport Tenant Complaint Action

Hall explained the discussions he has had with the City Attorney's Office. Hall is hoping to have action moving forward in the next week.

- c. Continued Discussion of Personal Property Tax for Airport Lot Leases
Ellefson reported that the County Zoning meeting discussed the lot lines. Jennifer Solberg at the County suggested an aeronautical survey, as she was uncomfortable with GPS coordinates being used to create parcels.

5. Airport Manager's Report

Master lease was approved by the County Board on the 18th. Going to Committee of the Whole on the 25th, Council the meeting after.

Received 6,000 gallons of Jet A, expected to get through the start of the runway construction. Ordered 4,00 gallons of 100LL fuel, but was delayed.

Enbridge is going to be doing erosion work on the meander and basing out of the JFK Airport for 2-3 weeks, purchasing 2-3k gallons of Jet A while they are working.

Hall is seeking approval for a new volunteer to help with mowing or plowing, name is Andrew, a recent Northland College grad who is a pilot and is storing a plane at the airport. No issues from the commission, approval expressed.

6. Approval of Bills

- a. Approve Bills as of February 20, 2025
Motion to accept the bills: Ellefson
Second: Ortman
Vote (Voice): Passes unanimously

7. Set Next Meeting Date

Next meeting set for March 20th at 4:30 PM at the JFK Memorial Airport Terminal.

8. Adjournment

Motion to Adjourn: Huber
Second: Ortman
Vote (Voice): Passes unanimously

Ref: 2025-106

COUNCIL AGENDA: 8.A.
(5/13/2025)

SUBJECT: Approve to Accept a Bid and Award a Contract for the 2025 Turner Lift Stations Improvements Project to Ritola, Inc. (*Public Works*) Roll

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Public Works

CLEARANCES: City Administrator
Public Works Director

EXHIBITS:

1. Short Elliott Hendrickson Bid Award Recommendation Letter
2. Short Elliott Hendrickson Bid Award Recommendation Letter - Redlined

EXPENDITURES REQUIRED: \$334,312.00 - Base Bid
\$ 33,431.20 - Construction Contingency (10%)
\$367,743.20 Total Construction Expenditures

AMOUNT BUDGETED: \$367,743.20 - WI DNR Clean Water Loan Program (FY 2026)

APPROPRIATION REQUIRED: N/A

TREASURER'S CERTIFICATE: The Treasurer's Office has certified that Ritola, Inc is in compliance with the provisions of Ordinance 923.10 Ashland City Ordinances.

COMPLIANCE WITH CHAPTER 51: The Council as Committee of the Whole previously discussed and approved for this item to move forward to the Council for formal approval.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: The proposed construction project conforms to the goals and community values identified in the City of Ashland's Comprehensive Plan

SUMMARY STATEMENT:

The Turner Road Lift Station is located near the junction of US2 and Turner Road and is a much smaller facility responsible for conveyance of sewage at the west end of the city. The Turner Road Lift Station was constructed in 1982 and aside from pump replacement in 2017, most components are original. The lift station is atypical in that pumps are housed in a "dry well" while sewage is stored in a "wet well". With submersible pump technology, most lift stations simply use a wet well to provide more storage and prevent overflows. In addition, the wet well is severely cracked and allows a significant amount of I&I to enter the system due to a high groundwater table in the area. The 2017 Master Plan for the Wastewater Utility recommends the Turner Road Lift Station for complete replacement.

The City has been working with Short Elliott Hendrickson, Inc. (SEH) on the design portion of upgrades to the Turner Road Lift Station, after having identified that station as a top priority among the long-term upgrades to the WWTP and associated pumping facilities. Increases to fees for bulk treatment related to septic/holding tanks were approved for 2025, improving long-term sustainability for the Wastewater Utility, and allowing for sufficient budget capacity to fund construction. City staff are working with SEH to pursue a loan through the Wisconsin Department of Natural Resources (WI DNR) Clean Water Loan Program (CWLP). The CWLP for the project is expected to include approximately 50% in principal forgiveness.

Staff are moving forward with a final design for Turner Rd Lift Station upgrades in 2025 and have solicited bids for construction. Two bids were received, from Ritola, Inc. and M Jolma Inc. The lowest responsive bidder was Ritola, Inc, as M Jolma Inc did not meet the bid deadline for some required documentation. The Public Works Director recommends awarding a contract to Ritola, Inc. for the 2025 Sanitary Sewer Lift Station Improvements Project.



Building a Better World
for All of Us®

May 7, 2025

RE: Turner Road Lift Station Improvements
Ashland, WI
SEH No. ASHLA 181474 14.00

Denise Oliphant, City Clerk
City of Ashland
601 Main Street W.
Ashland, WI 54806

Dear Ms. Oliphant:

On May 06, 2025, lump sum bids were received for the Turner Road Lift Station Improvements project. The attached Tabulation of Bids shows the lump sum bids received from all bids submitted.

Two bids were received for the project. The bids ranged from \$222,222.22 to \$334,312.00. The low bid was submitted by M. Jolma, Inc. however, we suggest this be rejected due to the bid received being non-responsive – the Bid Bond being insufficient.

We, therefore, recommend award of the project to the responsive bid by Ritola, Inc in the bid amount of \$334,312.00. SEH recommends you closely review, with counsel, before awarding the Project.

SEH retains electronic copies of bids and bonds of all bidders. The bid and bond of the awarded bidder will be incorporated into the contract documents after all applicable documentation has been signed by the Contractor and Client and provided to SEH.

We hope this analysis of the bids is adequate for your needs. If you have any questions regarding this information, please contact me.

Sincerely,

Nate Nickerson, PE
Project Manager (Lic. VA, NC, MN, CA, NJ, NY, VT, MA, UT)

hh

Enclosure

x:\ae\ashla\181474\6-bid-const\bidding documents\bid award ltr date.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 10 North Bridge Street, Chippewa Falls, WI 54729-2550

715.720.6200 | 800.472.5881 | 888.908.8166 fax | sehinc.com

SEH is 100% employee-owned | Affirmative Action–Equal Opportunity Employer

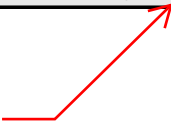
Ashland, WI - Turner Road Lift Station Improvements
(ASHLA 181474) (#9637587)
Owner: Ashland WI, City of
Solicitor: SEH - New Richmond, WI
05/06/2025 10:00 AM CDT

					M. Jolma, Inc.		Ritola Inc	
Line Item	Item Code	Item Description	UofM	Qty	Unit Price	Extension	Unit Price	Extension
Base Bid								
1	1	Turner Road Lift Station Improvements	LS	1	\$222,222.22	\$222,222.22	\$334,312.00	\$334,312.00
Base Bid Total:					\$222,222.22		\$334,312.00	

Ashland, WI - Turner Road Lift Station Improvements
(ASHLA 181474) (#9637587)
Owner: Ashland WI, City of
Solicitor: SEH - New Richmond, WI
05/06/2025 10:00 AM CDT

					M. Jolma, Inc.		Ritola Inc	
Line Item	Item Code	Item Description	UofM	Qty	Unit Price	Extension	Unit Price	Extension
Base Bid								
1	1	Turner Road Lift Station Improvements	LS	1	\$222,222.22	\$222,222.22	\$334,312.00	\$334,312.00
Base Bid Total:					\$222,222.22		\$334,312.00	

Bid Bond of 5% does
not meet 10%
Requirement



Ref: 2025-107

COUNCIL AGENDA: 8.B.
(5/13/2025)

SUBJECT: Approve a City of Ashland Resolution to Repeal and Replace City of Ashland Resolution No. 17829 to Amend the Commitment of Matching Funds for Community Development Block Grant (CDBG) Application for the 2026 13th Avenue East Reconstruction Project (*Public Works*) Roll

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: City Clerk

CLEARANCES: Public Works Director

EXHIBITS:

1. Proposed Resolution No. 17832
2. Resolution No. 17829 - approved April 15, 2025

EXPENDITURES REQUIRED: \$900,000 - This is the match amount required for the preliminary project cost.

AMOUNT BUDGETED: \$500,000 Funds 680 Water Utility, 470 Street Improvements and Fund 100 General Fund

APPROPRIATION REQUIRED: \$400,000 Funds 680 Water Utility, 470 Street Improvements and Fund 100 General Fund

TREASURER'S CERTIFICATE: N/A

COMPLIANCE WITH CHAPTER 51: The Council as Committee of the Whole previously discussed this item.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: N/A

SUMMARY STATEMENT:

From April 15, 2025 agenda bill:

At the September 24, 2024 meeting, the Council approved entering into an agreement with Short

Elliott Hendrickson (SEH) for technical and administrative services related to pursue \$1M from a Housing and Urban Development (HUD) Community Development Block Grant (CDBG), for a street reconstruction project, which will be applied towards streets, storm sewer and sidewalk costs.

As indicated on the September 24, 2024 agenda bill, staff focused their efforts on 13th Avenue East from US Highway 2 to 6th Street East, including completion of an income survey per CDBG requirements. City staff, with assistance from Councilor Sztynдор and SEH, successfully completed the income survey in winter 2025 and the project area qualified for the funding.

As such, SEH is completing the HUD application, which requires Council approval via resolution of a commitment of matching funds. The 13th Ave E Reconstruction project will consist of street reconstruction, storm sewer replacement, partial sidewalk replacement and watermain replacement. As a result, matching funds will be provided by the Water Utility. The estimated cost of the project was included in the recent water rate increase. In addition, street expenditures above the \$1M CDGB grant amount are possible, so these costs are included in the resolution. These funds would be provided from general obligation borrowing planned for 2026.

Staff requests approval of the attached resolution describing the commitment of matching funds to allow for the submission of the CDGB application.

Update May 13, 2025:

The Council approved resolution No. 17829 at their April 15, 2025 meeting which provided for the minimum committed match of \$500,000 to apply for the CDBG funding. The preliminary construction estimate is \$1,900,000. The funding is \$1,000,000 of CDBG grant funds and \$900,000 of City matching funds. Per SEH, the total amount of committed funds for the grant application should be \$900,000 and is a critical component. Per CDBG, for the purpose of the grant application for committed funds, the local governing body has formally approved the matching funds and has committed the funds for the project.

The Water Utility is in the process of filing for a Safe Drinking Water Loan (SDWL) for the watermain replacement portion of the project, which should be approved by the project start date. Per CDBG, this funding source is not considered secured for grant application purposes. The funds committed from the general fund will be reimbursed by the Water Utility from the SDWL.

RESOLUTION No. 17832

**CITY OF ASHLAND RESOLUTION TO REPEAL AND REPLACE CITY OF ASHLAND
RESOLUTION NO. 17829 TO AMEND THE COMMITMENT OF MATCHING FUNDS FOR
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION FOR THE 2026 13TH
AVENUE EAST RECONSTRUCTION PROJECT**

WHEREAS, federal monies are available under the CDBG Annual Public Facilities competition, administered by the State of Wisconsin Department of Administration, for the purpose of the provision of public facilities; and

WHEREAS, the City Council of the City of Ashland has authorized the submission of a CDBG Public Facilities Application to the State of Wisconsin for the following: 13th Street East Reconstruction Project; and

WHEREAS, an adequate local financial match must be provided for the proposed CDBG Public Facilities project by the City of Ashland; and

WHEREAS, the City of Ashland must acknowledge that a delay in starting construction by July 1, 2026 and/or completing construction by October 31, 2027 due to the City not having the matching funds that are reported as committed and secured in the CDBG application documents, then the State of Wisconsin Department of Administration Division of Energy, Housing and Community Resources may deny a timeline extension and may rescind the CDBG award.

WHEREAS, the City of Ashland did hereby authorize by Resolution No. 17829, the commitment of match funds to be used as outlined in the CDBG application, for the match amount of \$500,000;

WHEREAS, project estimates require a \$900,000 commitment of match funds for the CDBG application and the City of Ashland desires to pursue the CDBG Public Facilities grant;

NOW, THEREFORE, BE IT RESOLVED, that the City of Ashland does hereby authorize the commitment of match funds to be used as outlined in the CDBG application, for the match amount of \$900,000 from the following secured source(s):

City of Ashland Water Utility
City of Ashland General Fund- Street Improvements Fund

PASSED: May 13, 2025

The governing body of the City of Ashland has authorized the above resolution by Resolution No. 17832, dated May 13, 2025.

Matthew Mac Kenzie, Mayor

Date Signed

ATTEST:

Denise Oliphant, City Clerk

Date Signed

RESOLUTION No. 17829

CITY OF ASHLAND RESOLUTION TO COMMIT MATCHING FUNDS FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION FOR THE 2026 13TH AVENUE EAST RECONSTRUCTION PROJECT

WHEREAS, federal monies are available under the CDBG Annual Public Facilities competition, administered by the State of Wisconsin Department of Administration, for the purpose of the provision of public facilities; and

WHEREAS, the City Council of the City of Ashland has authorized the submission of a CDBG Public Facilities Application to the State of Wisconsin for the following: 13th Street East Reconstruction Project; and

WHEREAS, an adequate local financial match must be provided for the proposed CDBG Public Facilities project by the City of Ashland; and

WHEREAS, the City of Ashland must acknowledge that a delay in starting construction by July 1, 2026 and/or completing construction by October 31, 2027 due to the City not having the matching funds that are reported as committed and secured in the CDBG application documents, then the State of Wisconsin Department of Administration Division of Energy, Housing and Community Resources may deny a timeline extension and may rescind the CDBG award.

NOW, THEREFORE, BE IT RESOLVED, that the City of Ashland does hereby authorize the commitment of match funds to be used as outlined in the CDBG application, for the match amount of \$500,000 from the following secured source(s):

City of Ashland Water Utility
City of Ashland General Fund- Street Improvements Fund

PASSED: April 15, 2025

ATTEST:



Denise Oliphant, City Clerk

The governing body of the City of Ashland has authorized the above resolution by Resolution No. 17829, dated April 15, 2025.



Matthew Mac Kenzie, Mayor

04 / 16 / 2025

Date Signed

Ref: 2025-108

COUNCIL AGENDA: 8.C.
(5/13/2025)

SUBJECT: Approve a Preliminary Resolution Declaring Intent to Levy Special Assessments under Municipal Police Power Pursuant to Sec. 66.0703, WI State Statute for the 2025 Chapple Avenue Reconstruction Project (*Public Works*) Roll

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Public Works

CLEARANCES: City Administrator
Public Works Director

EXHIBITS: 1. Preliminary Resolution No. 17833

EXPENDITURES REQUIRED: N/A

AMOUNT BUDGETED: N/A

APPROPRIATION REQUIRED: N/A

TREASURER'S CERTIFICATE: N/A

COMPLIANCE WITH CHAPTER 51: The Council as Committee of the Whole previously discussed and approved this item to move forward to the Council for formal approval.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: NA

SUMMARY STATEMENT:

The 2025 Chapple Avenue Reconstruction Project consists of the reconstruction of Chapple Avenue (roadway, portions of sidewalk, stormwater, and watermain) from 6th Street West to 11th Street West. Reconstruction of 9th Street West from Chapple Avenue to MacArthur

Avenue was originally included in the scope but was removed after bidding due to budgetary concerns.

In July 2022, the Council approved a State Municipal Agreement (SMA) with the Wisconsin Department of Transportation (WI DOT) for the project. At the December 10, 2024 meeting, the Council approved an agreement with Northern Wisconsin Based Engineers (NWBE) for engineering design services. At the April 15, 2025 meeting, the Council approved agreements with NWBE and Long Island Engineering for construction management services to support the City's project manager, Madison Krzciok Civil Engineer-Utilities.

The preliminary resolution authorizes the City Public Works Department to proceed with the development of a report for sidewalk special assessments on the 2025 Chapple Avenue Reconstruction Project in accordance with the City's Sidewalk Special Assessment Policy (SW Policy). After the report is completed, a Public Hearing will be held to allow affected residents to comment on the proposed special assessments. The SW Policy has been in place since 2006 and has been implemented on all street reconstruction projects since 2019, with the exception of Vaughn Avenue (2020) and 6th Street East (2022).

The existing sidewalk currently extends from 6th Street West to 11th Street West. The project design minimizes removal and replacement of existing sidewalks that are in good condition to the extent possible. Sidewalk, curb ramps, driveway aprons and carriage walks are proposed to be assessed at a rate of 50% of the construction cost plus a 10% fee for engineering and project administration.

RESOLUTION No. 17833

PRELIMINARY RESOLUTION DECLARING INTENT TO LEVY SPECIAL ASSESSMENTS UNDER MUNICIPAL POLICE POWER PURSUANT TO SEC. 66.0703, WI STATE STATUTE FOR THE 2025 CHAPPLE AVENUE RECONSTRUCTION PROJECT

RESOLVED, by the Ashland Common Council, City of Ashland, Wisconsin, Ashland County, Wisconsin:

1. The Ashland Common Council hereby declares its intention to exercise its police power under §66.0703, Stats., to levy special assessments upon property in the assessment district hereafter described for benefits conferred upon such property by reason of the following public work and improvements:

Concrete Sidewalk Installation and Replacement
Concrete or Asphaltic Driveway Installation and Replacement
Concrete Carriage Walk Installation and Replacement

2. The property to be assessed lies within the following described assessment district:
 - a. All properties adjacent to Chapple Avenue from 6th Street West to 11th Street West, City of Ashland, Ashland County, Wisconsin.
3. The total amount assessed against the properties in the described assessment district shall not exceed 50% of the cost of the improvements.
4. The Ashland Common Council determines that the improvements constitute an exercise of the police power for the health, safety and general welfare of the municipality and its inhabitants.
5. The City Public Works Department shall prepare a report which shall consist of:
 - a. Preliminary plans and specifications for the improvements.
 - b. An estimate of the entire cost of the proposed improvements.
 - c. A statement that the property against which the assessment are proposed will be benefitted.
 - d. Schedule of proposed assessments
6. When the report is completed, the City Public Works Department shall file a copy of the report with the City Clerk for public inspection and, if state property is to be assessed, shall mail a copy of the report to the responsible state agency and, for assessments of \$50,000 or more, to the Wisconsin State Building Commission.
7. Upon receiving the report of the Public Works Department, the City Clerk shall cause notice to be given stating the nature of the proposed improvements, the general boundary lines of the proposed Assessment District, (including a small map thereof,) the time and place at which the report may be inspected, and the time and place of the public hearing on the matters contained in the preliminary resolution and the report. This notice shall be published as a class 1 notice under Ch. 985, Stats, and copy shall be mailed, at least 10 days before the hearing, to every interested party whose address is known or can be ascertained with reasonable diligence.

8. The hearing will be held at the Ashland City Hall, 601 West Main Street, Ashland, Wisconsin, at a time set by the City Clerk in accordance with §66.0703, Stats., which shall be not less than 10 nor more than 40 days after publication. People will be able to attend virtually or in person.

9. The number of installments in which the assessment against any parcel may be paid shall be determined at the hearing provided for in paragraph 7, above.

PASSED: May 13, 2025

Alderson

ATTEST:

Denise Oliphant, City Clerk

Matthew MacKenzie, Mayor

APPROVED AS TO FORM:

Tyler W. Wickman, City Attorney

Ref: 2025-109

COUNCIL AGENDA: 8.D.
(5/13/2025)

SUBJECT: Approve a Preliminary Resolution Declaring Intent to Levy Special Assessments under Municipal Police Power Pursuant to Sec. 66.0703, WI State Statute for the 2025 Ellis Avenue Pavement Replacement Project (*Public Works*) Roll

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Public Works

CLEARANCES: City Administrator
Public Works Director

EXHIBITS: 1. Preliminary Resolution No. 17834

EXPENDITURES REQUIRED: N/A

AMOUNT BUDGETED: N/A

APPROPRIATION REQUIRED: N/A

TREASURER'S CERTIFICATE: N/A

COMPLIANCE WITH CHAPTER 51: The Council as Committee of the Whole previously discussed and approved for this item to move forward to the Council for formal approval.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: NA

SUMMARY STATEMENT:

The Ellis Avenue Watermain Replacement Project consists of the replacement of existing watermain along Ellis Avenue in coordination with the Wisconsin Department of Transportation (WI DOT) project for pavement replacement on Ellis Avenue from US Highway

2 to the Southern City Limits.

The City has existing utilities throughout Ellis Avenue and the pavement replacement project offers a cost-effective opportunity for replacement in order to ensure reliability of service and avoid future emergency repairs to the highway as a result of watermain breaks.

The Council has approved three versions of the State Municipal Agreements (SMA) with the WI DOT for the project, which committed the City to funding for parking lanes, street lighting, and watermain replacement. At their June 28, 2022 meeting, Council approved entering into an agreement with Short, Elliott, Hendrickson (SEH) for watermain design. At their April 15, 2025 meeting Council approved an agreement with SEH for construction management for the watermain replacement.

The preliminary resolution authorizes the City Public Works Department to proceed with the development of a report for sidewalk special assessments on the 2024 Prentice Avenue Phase 1 Reconstruction Project in accordance with the City's Sidewalk Special Assessment Policy (SW Policy). After the report is completed, a Public Hearing will be held to allow affected residents to comment on the proposed special assessments. The SW Policy has been in place since 2006 and has been implemented on all street reconstruction projects since 2019, with the exception of Vaughn Avenue (2020) and 6th Street East (2022).

The existing sidewalk currently extends from US Highway 2 to 16th Street East. The WI DOT does not prioritize sidewalk replacement in their projects, and the majority of the sidewalk replacement is necessary due to replacement of water service laterals. Sidewalk, curb ramps, driveway aprons and carriage walks are proposed to be assessed at a rate of 50% of the construction cost plus a 10% fee for engineering and project administration.

RESOLUTION No. 17834

PRELIMINARY RESOLUTION DECLARING INTENT TO LEVY SPECIAL ASSESSMENTS UNDER MUNICIPAL POLICE POWER PURSUANT TO SEC. 66.0703, WI STATE STATUTE FOR THE 2025 ELLIS AVENUE PAVEMENT REPLACEMENT PROJECT

RESOLVED, by the Ashland Common Council, City of Ashland, Wisconsin, Ashland County, Wisconsin:

1. The Ashland Common Council hereby declares its intention to exercise its police power under §66.0703, Stats., to levy special assessments upon property in the assessment district hereafter described for benefits conferred upon such property by reason of the following public work and improvements:

Concrete Sidewalk Installation and Replacement
Concrete or Asphaltic Driveway Installation and Replacement
Concrete Carriage Walk Installation and Replacement

2. The property to be assessed lies within the following described assessment district:
 - a. All properties adjacent to Ellis Avenue from Lakeshore Drive to 16th Street East, City of Ashland, Ashland County, Wisconsin.
3. The total amount assessed against the properties in the described assessment district shall not exceed 50% of the cost of the improvements.
4. The Ashland Common Council determines that the improvements constitute an exercise of the police power for the health, safety and general welfare of the municipality and its inhabitants.
5. The City Public Works Department shall prepare a report which shall consist of:
 - a. Preliminary plans and specifications for the improvements.
 - b. An estimate of the entire cost of the proposed improvements.
 - c. A statement that the property against which the assessment are proposed will be benefitted.
 - d. Schedule of proposed assessments
6. When the report is completed, the City Public Works Department shall file a copy of the report with the City Clerk for public inspection and, if state property is to be assessed, shall mail a copy of the report to the responsible state agency and, for assessments of \$50,000 or more, to the Wisconsin State Building Commission.
7. Upon receiving the report of the Public Works Department, the City Clerk shall cause notice to be given stating the nature of the proposed improvements, the general boundary lines of the proposed Assessment District, (including a small map thereof,) the time and place at which the report may be inspected, and the time and place of the public hearing on the matters contained in the preliminary resolution and the report. This notice shall be published as a class 1 notice under Ch. 985, Stats, and copy shall be mailed, at least 10 days before the hearing, to every interested party whose address is known or can be ascertained with reasonable diligence.

8. The hearing will be held at the Ashland City Hall, 601 West Main Street, Ashland, Wisconsin, at a time set by the City Clerk in accordance with §66.0703, Stats., which shall be not less than 10 nor more than 40 days after publication. People will be able to attend virtually or in person.

9. The number of installments in which the assessment against any parcel may be paid shall be determined at the hearing provided for in paragraph 7, above.

PASSED: May 13, 2025

Alderson

ATTEST:

Denise Oliphant, City Clerk

Matthew MacKenzie, Mayor

APPROVED AS TO FORM:

Tyler W. Wickman, City Attorney

Ref: 2025-110

COUNCIL AGENDA: 9.A.
(5/13/2025)

SUBJECT: Consider an Ordinance to Repeal Chapter 50 (2020-1934) Main Street Board, Ashland City Ordinances (*Clerk*) Roll

RECOMMENDATION: Approve

DEPARTMENT OF ORIGIN: City Clerk

CLEARANCES: Administrator

EXHIBITS: 1. Proposed Ordinance 2020-2015

EXPENDITURES REQUIRED: NA

AMOUNT BUDGETED:

APPROPRIATION REQUIRED: NA

TREASURER'S CERTIFICATE: NA

COMPLIANCE WITH CHAPTER 51: Section 51.26 (b) of Chapter 51, Ashland City Ordinances, permit the Mayor and/or Clerk to schedule items directly for Council action. The Mayor and/or City Clerk has chosen to direct this item directly to Council pursuant to the authority granted to them in Chapter 51, Ashland City Ordinances.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN:

SUMMARY STATEMENT:

The City of Ashland implemented a Main Street Board in 2020 but has since moved the direction of this program to the Ashland Area Chamber of Commerce. For general housekeeping, the Clerk is asking to repeal the ordinance that created a board to assist the direction of the Main Street Program.

Sequential Ordinance No. 2025-2015

ORDINANCE TO REPEAL CHAPTER 50 (2020-1934) MAIN STREET BOARD, ASHLAND CITY ORDINANCES

The Mayor and Common Council of the City of Ashland do ordain as follows:

SECTION I

Chapter 50 (2020-1934) *is hereby repealed in its entirety.*

SECTION II

Effective Date of Ordinance: This ordinance shall take effect upon passage and publication.

PASSED: May 13, 2025

PUBLISHED: May 22, 2025

Councilperson

ATTEST:

Denise Oliphant, City Clerk

Matthew Mac Kenzie, Mayor

APPROVED AS TO FORM:

Tyler W. Wickman, City Attorney

Ref: 2025-111

COUNCIL AGENDA: 9.B.
(5/13/2025)

SUBJECT: Consider an Ordinance to Amend Chapter 806 (201-1884) Ordinance to Approve a Planned Unit Development-General Development Plan (PUD-GDP), Ashland City Ordinances, to Allow a Multi-Family Use in the Mixed Residential/Commercial (MRC) with Gateway Overlay (MRC-GTWY) Zoning District, Parcel No. 201-00356-0000, Located in the 400 Block of Beaser Avenue between Beaser Avenue and 11th Avenue West; Applicant: Vision, Inc, Superior, Wisconsin (*Planning and Development*) Roll

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Planning & Development

CLEARANCES: Plan Commission - Unanimously recommended approval at their April 22, 2025 Plan Commission meeting
Planning and Development Director

EXHIBITS:

1. Proposed Ordinance No. 2025-2016
2. Attachment A: Plan Commission Staff Report and Site Plan, April 16, 2025
3. Vision, Inc. PUD Application, April 16, 2025

EXPENDITURES REQUIRED: None

AMOUNT BUDGETED: None

APPROPRIATION REQUIRED: None

TREASURER'S CERTIFICATE: N/A

COMPLIANCE WITH CHAPTER 51: The Council as Committee of the Whole previously discussed and approved for this item to move forward to the Council for formal approval.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: The PUD-GDP proposed is consistent with the Comprehensive Plan goals. The subject parcel is located within the overlap of the Downtown Core & Commercial Districts and Traditional Neighborhood & Mixed-Use zones of the Future Land Use Map. The Plan recommends for the Downtown Core & Commercial Districts that mixed-use development increasingly populate this zone. Buildings would front the right-of-way more often than has occurred in the post WWII era. For the Traditional Neighborhood & Mixed-Use Districts zone typically single and two-family residential are the primary land uses in the zone. The Comprehensive Plan also recommends small cafes, local hardware stores, or pottery or art shops. The subject site is located within the overlap of the two future land use zones and the Comprehensive Plan does not delineate firm boundaries between each zone.

Part 1 of the Comprehensive Plan includes the goal to “Diversify and Upgrade via Infill Housing” (pg. 54). The proposed development involves the reuse of an urban infill site close to the downtown where utilities are readily available. The plan encourages projects such as the one proposed and recognizes that the City will also need to provide incentives in many cases to get projects done. The plan states that there is a need for additional housing options within the City.

The proposed project is consistent with the Comprehensive Plan in that it is a redevelopment of a vacant former brownfield site with much needed infill apartment housing. The project would provide amenities for its residents and the developer is taking measures to minimize the amount of outdoor surface parking present onsite.

SUMMARY STATEMENT:

The Planned Unit Development - General Development Plan (PUD-GDP) is to allow multi-family residential land use on the vacant former Roffers Construction site between Beaser Avenue and 11th Avenue West. The developer/applicant is Vision, Inc. of Superior, WI and they plan to construct no less than 130 apartment units but potentially up to 151 units on-site, along with associated drive access and parking, storm water management, and landscaping. The developer is requesting a building height allowance of 55 feet rather than the 45-foot maximum permitted by code and up to a 10% allowance from the minimum unit area required by the Unified Development Ordinance (UDO). The developer is proposing covered parking to meet a portion of the parking requirement. The covered parking, along with architectural materials and landscaping, provide opportunities for the applicant to offset any ordinance relief requested.

The PUD-GDP is the first portion of the land use approvals that must occur in order for the development to proceed. The developer will come back to the Plan Commission and City Council for the Specific Implementation Plan (SIP). The SIP is the second and final part of the PUD approval process and will occur as the developer finalizes the project plans.

The Plan Commission reviewed and unanimously recommended approval at their April 22, 2025 Plan Commission meeting according to the conditions recommended by staff. Please see the included Plan Commission Staff Report for more information.

Sequential Ordinance No. 2025-2016

ORDINANCE TO AMEND CHAPTER 806 (201-1884) ORDINANCE TO APPROVE A PLANNED UNIT DEVELOPMENT – GENERAL DEVELOPMENT PLAN (PUD-GDP), ASHLAND CITY ORDINANCES, TO ALLOW A MULTI-FAMILY USE IN THE MIXED RESIDENTIAL/COMMERCIAL (MRC) WITH GATEWAY OVERLAY (MRC-GTWY) ZONING DISTRICT, PARCEL No. 201-00356-0000, LOCATED IN THE 400 BLOCK OF BEASER AVENUE BETWEEN BEASER AVENUE AND 11TH AVENUE WEST; APPLICANT: VISION, INC., SUPERIOR, WISCONSIN

The Mayor and Common Council of the City of Ashland do ordain as follows:

SECTION I

806.06 (2025-2016) Vision, Inc *shall be created to read as follows:*

- (a) Location and legal Description. A Planned Unit Development-General Development Plan is hereby approved on the following described property which is zoned Mixed Residential/Commercial (MRC) with Gateway Overlay (MRC-GTWY): 400 Block of Beaser Avenue between Beaser Avenue and 11th Avenue West.
- (b) Attachment A. A copy of the multifamily PUD-GDP staff report and associated Site Plan is attached to this ordinance and is incorporated by reference.
- (c) Conditions. The following conditions shall be incorporated into the PUD-GDP:
 - 1. Approval is for the PUD-GDP only. The applicant shall follow up with the PUD-SIP submittal through City staff, the Plan Commission, and City Council and obtain PUD-SIP approval and all necessary approvals and building permits for the proposed project prior to starting construction.
 - 2. PUD-GDP to allow a multi-family residential land use under a PUD Overlay on Parcel # 201-00356-0000.
 - 3. City Council to waive the 10-acre minimum area requirement for a PUD on 4.51-acre Parcel # 201-00356-0000 in the MRC zoning district with the finding that the proposed PUD encompasses a clearly defined area that will not preclude logical development of adjacent properties in a manner consistent with the intent of the UDO.
 - 4. Substantial development progress shall occur on Phase 1 of the development within 12 months of PUD-SIP approval.
 - 5. Access drive width for the internal access drives with 90-degree (perpendicular) parking on either side of the access drive shall be a minimum of 25 feet wide to meet the UDO minimum drive width for two-way traffic. Applicant shall revise the site plan to show the 25-foot dimension for SIP review.
 - 6. Relief from UDO Section 4.6(C)(3) Maximum height of principal building. Forty-five (45) feet. Height allowance up to Fifty-five (55) feet.
 - 7. Relief from UDO Section 4.6(C)(7). Minimum floor area per unit in multi-family uses.
 - a. Efficiency Unit. Five Hundred (500) square feet.
 - b. One bedroom unit. Six hundred (600) square feet.
 - c. Two bedroom unit. Seven hundred fifty (750) square feet.

- d. Three or more bedroom units. Seven hundred fifty (750) plus one hundred fifty (150) square feet for each additional bedroom beyond two (2). Under the PUD unit floor areas may be up to 10% less than the ranges above (a-d) prescribed by code.
8. Building setbacks shall meet High Density Residential District (R-4) zoning standards.
9. Applicants and Planning staff shall work together to determine the final number of parking spaces as part of the SIP process.
10. As part of the SIP submittal applicant shall submit a finalized stormwater management plan including calculations on the amount of runoff anticipated based on the proposed impervious area (to include buildings and drive areas). The stormwater management calculations shall demonstrate that the proposed stormwater retention ponds and other features are sized appropriately to handle all runoff generated onsite and that no runoff onto surrounding properties will occur as a result of this development. The stormwater management plan will require Planning and Public Works staff review and Plan Commission review.
11. Applicants shall work with staff to finalize the landscaping plan for staff and Plan Commission review as part of the SIP process. The landscaping plan shall show code-compliant planting counts and include a landscaping schedule indicating species and number of each species type. The plan and schedule shall include the UDO requirements and an indication of how the proposed planting types and counts will meet the code requirements. The plan shall also include landscaping area and island areas for paved areas and demonstrate code compliance.
12. Any signage proposed shall meet UDO standards and require submission of sign proofs for Planning and Development review and issuance of a sign permit prior to installation.
13. As part of the SIP submittal the applicant shall submit a code-compliant photometric plan for Planning and Development staff and Plan Commission review. The plan shall show light levels for all access/drive areas and between the buildings. Lighting shall meet the standard for “Commercial residential open parking facilities” as described in UDO Section 6.7(D)(2).
14. Any changes in the proposed land use or additional uses proposed shall require a PUD amendment and Plan Commission/City Council review.

SECTION II

Effective Date of Ordinance: This Ordinance shall become effective upon passage and publication. The PUD-GDP is an interim zoning classification that does not enable any development until the PUD-Specific Implementation Plan (SIP) is approved.

PASSED: May 13, 2025

PUBLISHED: May 22, 2025

Councilperson

ATTEST:

Denise Oliphant, City Clerk

Matthew Mac Kenzie, Mayor

APPROVED AS TO FORM:

Tyler W. Wickman, City Attorney



DEPARTMENT OF
PLANNING &
DEVELOPMENT
601 Main Street West
Ashland, WI 54806

STAFF REPORT

Plan Commission – April 22nd, 2025

Agenda Item # 6a:	Public Hearing: Planned Unit Development Review – General Development Plan (GDP) Approval for a Multi-Family land Use
Zoning District:	Mixed Residential/Commercial (MRC) with Gateway Overlay (GTWY-O)
Property Address:	No Address-Vacant
Parcel #:	# 201-00356-0000
Applicant:	Vision Inc.
Staff Contact:	Steven Wiley

Background

The City of Ashland has owned the subject site which is vacant parcel # 201-00356-0000 for several years. The City has put out Requests for Proposals (RFPs) for developers to reuse the site for the past few years and until now has not seen much interest in redeveloping the site. In late 2024 developer Vision Inc. reached out to City staff regarding their interest in acquiring and redeveloping the site. City staff has met with the developer several times regarding the proposed multi-family proposal. The developer would like to proceed with their proposal to redevelop the property. Due to this, City staff and the developer have drafted a Development Agreement which is still in progress. City staff and staff from Ehlers Inc. have worked on the creation of the City's newest Tax Increment District (TID #11) in which the new development would be located. The Tax Increment District would allow for the City to provide development incentives without which the project would not happen. The Joint Review Board and Plan Commission held meetings on April 1st, 2025 to review and discuss the proposed TID # 11 and TID # 11 Project Plan. The Plan Commission held a public hearing and voted to recommend approval of the TID # 11 Project Plan. The City Council voted to approve the TID # 11 Project Plan at the April 15th, 2025 Council meeting. The developer has worked with staff and finalized the General Development Plan (GDP) which is the first part of the Planned Unit Development (PUD) submittal. The developer is pursuing the PUD due to the flexibility it can provide the project while still ensuring high quality development through the public process.

The subject parcel is the former Roffers Site which is a former brownfield parcel. The site was closed by the WI DNR in 2017 and the City has documentation from the closure process that was provided to the developers. The subject parcel is approximately 197,562 square feet (approximately 4.5 acres) in area and is located between Beaser Avenue (on the west boundary) and 11th Ave W (on the east boundary). The 5th Street Corridor trail runs east-west along the southern edge of the site. The Ashland Police Department is located across 11th Avenue West to the east of the subject site. The site is

adjacent to single and two-family residential homes which are located to the north and south of the site. The subject parcel and properties to the north and west are zoned Mixed Residential Commercial (MRC) with a Gateway Overlay (GTWY-O). The parcels to the east are zoned MRC and the parcels to the south are zoned Single and Two Family Residential (R-2). Parcels with frontage along Beaser Avenue have the Gateway Overlay (GTWY-O) zoning attached. The former Beaser School (CESA property) and Beaser Park are located on Beaser Avenue south of the subject site.

The developers have appeared before the Plan Commission and introduced the item as a discussion-only item at the February 18th Plan Commission meeting. Staff also introduced the item to the City Council. Both the Plan Commission and Council have expressed support for the proposed development. The developers have informed staff that strict compliance with the MRC zoning standards would prevent them from including the proposed covered parking and the number of units needed to make the development cash flow. Additionally, the developers are asking for flexibility from the zoning standard for minimum unit area in the event that the finalized unit sizes come in slightly less than the UDO minimum. The PUD would allow the developers flexibility to exceed the 45-foot height ordinance maximum and flexibility for unit sizes which could vary slightly from the ordinance minimum areas of 500 sq. ft., 600 sq. ft., and 750 sq. ft. for efficiency, one-bedroom, and two-bedroom units respectively. In exchange the City can ask the developer to exceed ordinance standards in other areas. Staff is still engaged in discussions with the developer but the developer is proposing to provide covered parking to meet a portion of their parking requirement. Staff and the developer have also discussed that building materials and landscaping could also be other areas where the developer could offset the ordinance relief requested. Vision Inc. has submitted materials for a PUD-GDP review and approval.

The UDO standards set the minimum area for a Planned Unit Development at ten (10) acres. However, the Zoning Administrator, Plan Commission, or Common Council can waive this requirement if they find that it is in the best interest of the City to allow a PUD with less than 10 acres. The subject parcel is approximately 4.5 acres in area. Staff finds that the PUD would encompass a clearly-defined area (the subject parcel only). Staff is of the opinion that the proposed PUD zoning and the proposed development are in the best interest of the City and recommends that the Plan Commission and Council waive the 10-acre minimum area requirement based on this finding. The developers have explained that they would like to begin construction this year and complete construction by fall 2026.

Existing Land Use	Zoning
Vacant – City-owned, Former Roffers Site	Mixed Residential/Commercial (MRC) with Gateway Overlay (GTWY-O)

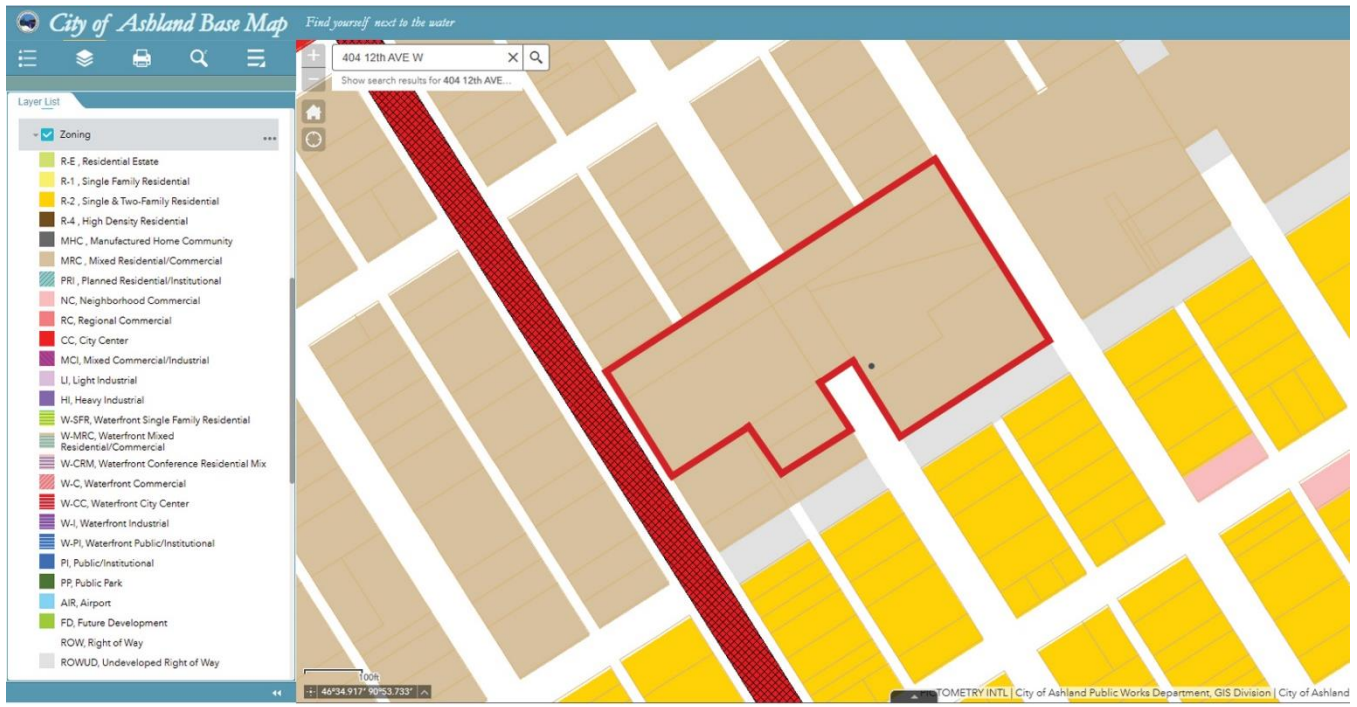
Adjacent Land Uses and Zoning

Existing Uses		Zoning
North	Single and Two-Family Residential	Mixed Residential/Commercial (MRC) with Gateway Overlay (GTWY-O), Mixed Residential/Commercial (MRC)
South	Single and Two-Family Residential	Single and Two-Family Residential (R-2) with Gateway Overlay (GTWY-O), Single and Two-Family Residential (R-2)
East	Ashland Police Department	Mixed Residential/Commercial (MRC)
West	Single and Two-Family Residential	Mixed Residential/Commercial (MRC) with Gateway Overlay (GTWY-O)

Land Use Recommendation	Land Use
Future Land Use Map Recommendation	Overlap of Downtown Core and Commercial Districts and Traditional Neighborhood & Mixed Use



The subject parcel is outlined in red in the above image. Beaser Avenue runs along the west edge of the subject parcel and 11th Avenue East is to the east of the subject parcel. The 5th Street Corridor trail runs along the south of the parcel.



The subject property is outlined in red above. The tan is the current Mixed Residential/Commercial (MRC) zoning of the subject parcel and some adjacent properties. The yellow-orange to the south is the Single and Two-Family Residential (R-2) zoning. The red cross-hatched zoning along Beaser Avenue is Gateway Overlay zoning.

Use

The applicant is proposing a multi-family housing development and associated access drives/parking, open spaces, and stormwater retention on the subject site. The multi-family housing development and parking areas will be new structures on the currently vacant parcel. The applicant's proposal to construct a multi-family use was discussed at the February 18th, 2025 Plan Commission meeting and the Commission expressed support for the proposal at that time. The City Council has also expressed support for the proposed land use at the subject site.

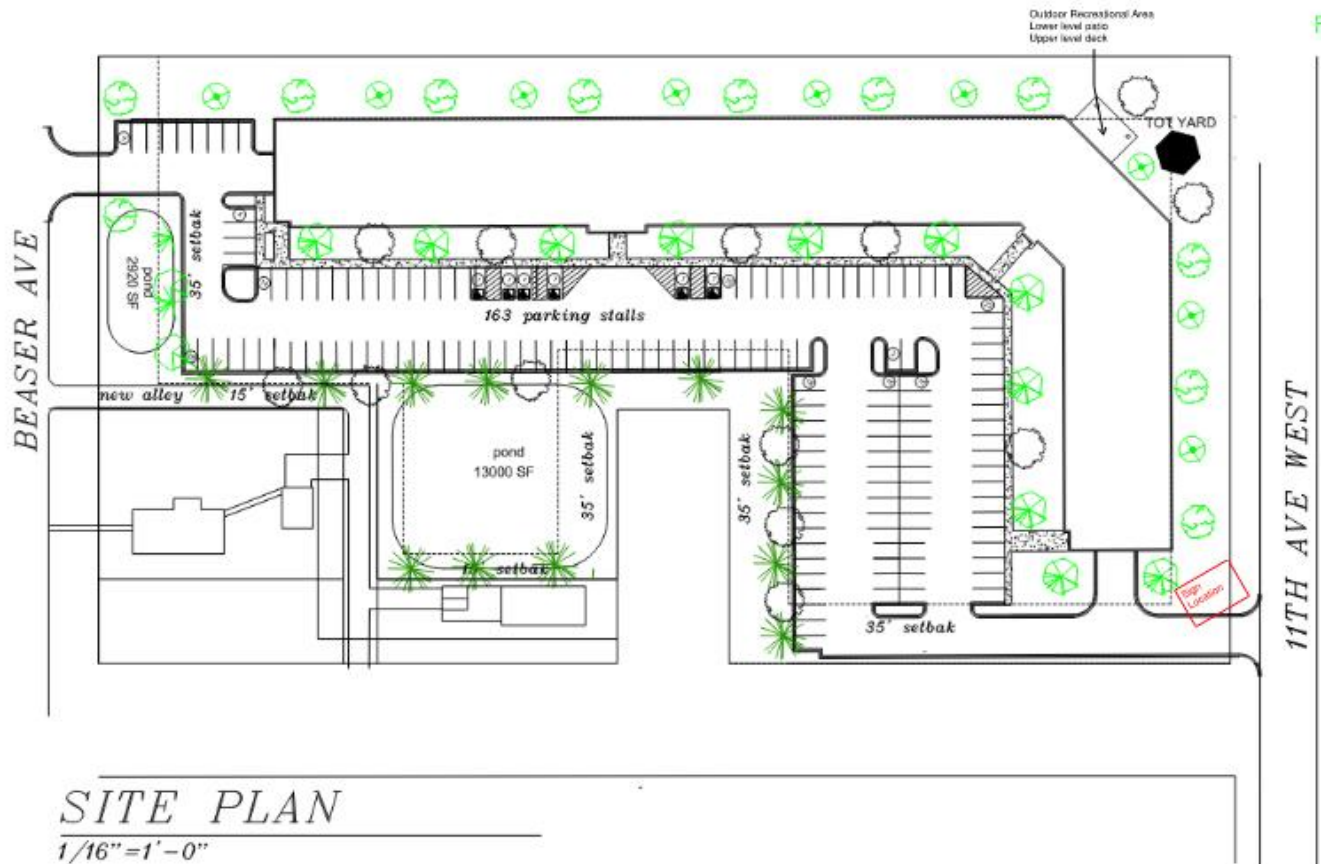
Site Design



The developers have worked with their designer on a site plan, which they have submitted to City staff as part of this approval process. The plan includes the placement of a single building on the north and east portions of the site and the building will house covered parking and the proposed 151 apartment units along with associated community spaces. Access drives are proposed from Beaser Avenue and 11th Avenue West. Two stormwater retention ponds are proposed (one on the western portion and one on the southern portion of the site). Landscaping is proposed around the building and parking areas. Some landscaping on the north would serve as a partial buffer between the proposed building and neighboring residential homes.

	<u>Required</u>	<u>Provided</u>
Parking Spaces	1 per efficiency unit, 1 per one bedroom unit, 2 per 2 bedroom unit - 201 spaces total	295 Spaces provided - 163 surface stalls, 132 covered stalls
Impervious Surface	R-4 Zoning Standards apply - 40% maximum for building, 60% maximum for impervious surfaces	22% by building, 29% by parking, 4% by other - 55% total
Building Height	Can be set during the PUD Process. Base code allows 45 feet. Staff recommends a 55-foot maximum allowance	55 feet maximum according to the applicant

	<u>Minimum</u>	<u>Provided</u>
Front Setback (11 th Ave W)	Base Zoning - 35 feet	35 feet
Side Setback (north)	Base Zoning - 15 feet	35 feet
Side Setback (south)	Base Zoning - 15 feet	70 feet
Rear Setback (Beaser Ave)	Base Zoning - 35 feet	>70 feet
* Setback minimums can be adjusted during the PUD Process		



Access to the site is provided off of Beaser Avenue and 11th Ave W. The site is a former brownfields site and to staff's knowledge there are no known wetlands on the site. The proposed multi-family building would be situated on the north and east portion of the site. The total impervious area proposed for the site is approximately 108,338.33 square feet which is about 55 percent of the total site area. The access drives leading into the site are shown currently as 24 feet wide which is code compliant for drive aisles with no adjacent perpendicular parking spaces. The drive aisles within the site are 24 feet wide with perpendicular parking along both sides. The UDO requires 25-foot aisle widths when parking is located perpendicular to the aisles. Staff and the applicant can work together to adjust the site plan to meet code for the interior drive aisles. Staff would recommend that as a condition of GDP approval the applicant revise the internal drive aisles on the site plan to show a minimum 25-foot drive width where there are adjacent perpendicular parking stalls.

The PUD process allows the Plan Commission and City Council to set the maximum impervious surface allowance for the site. The MRC zoning applies the standards for the zoning district most closely resembling the proposed land use. For the multi-family use provided the High Density Residential (R-4) standards apply. The UDO allows for up to 60% impervious coverage for residential uses. Staff would recommend maintaining a 60% impervious surface maximum here unless the Plan Commission sees fit to reduce this allowance. The proposed plan is at 55 percent impervious coverage and under the 60 percent allowed by code.

Setbacks of the R-4 district would apply. The applicants' site plan shows that the proposed building placement would meet or exceed these setbacks. Staff recommends maintaining the R-4 zoning setbacks as of now. The applicant's site plan shows setbacks which meet or significantly exceed ordinance minimums and staff is supportive of the setbacks proposed in the site plan.

The Plan Commission and City Council may also set parking requirements for the site as part of the PUD process. Staff would recommend maintaining the ordinance requirement of one (1) parking space per efficiency unit, one (1) parking space per one-bedroom unit, and two (2) parking spaces per two-bedroom unit. The plans as submitted exceed these requirements. Code generally does not allow more than the required parking spaces without the zoning administrator and applicant determining if additional spaces are needed. The specific number of spaces does not need to be finalized as part of the General Development Plan. It is common for large multi-family developments to include spaces for visitors so staff would recommend as a condition of approval that the applicant and staff work together to confirm the final number of required parking spaces during the SIP process.

The UDO requires that all parking and drive areas be paved with concrete or bituminous pavement. Properly designed porous pavement, concrete pavers, permeable pavers, or other materials may be approved provided that design and materials are consistent with the intent of the ordinance. The applicants have noted that the access drives and parking areas will consist of new bituminous pavement which is compliant with the UDO standards.

Stormwater Management/Utilities

Staff has had discussions with the applicants along with the Department of Public Works. The applicants and their designer have prepared grading and utility plans which show the proposed 13,000 sq. ft. and 2,920 sq. ft. retention ponds which will serve the site. The plans also show the proposed private storm sewer and sanitary sewer lines, trench drains, and storm sewer catch basins. Staff will continue to work with the developer as the developer finalizes the plan. The stormwater facilities will be sized to handle the anticipated stormwater runoff. Planning and Public Works staff will review the stormwater management plans and the applicant would submit finalized stormwater management information and plans as part of the Specific Implementation Plan (SIP) review. Please see the plan set included in the packet materials for more information.

Landscaping

The applicants have provided a landscaping plan (above) as part of the plan set their designers prepared. The landscaping plan and legend display the locations of proposed landscaping. Landscaping is proposed around the apartment building, paved areas, and stormwater ponds. The UDO landscaping standards require that parking areas with 20 or more spaces have at least 10 percent of the total interior parking area landscaped with plantings. Parking areas with more than 100 spaces shall have at least 25% of the required 10% to be landscaped as planting islands. Staff will continue to work with the applicants on finalizing the landscaping plan as part of the SIP process. For parcels less than 5 acres in area the landscaping required is based on undeveloped area. It appears the number of trees proposed significantly exceeds code but shrubs will still be required. Staff would recommend as a

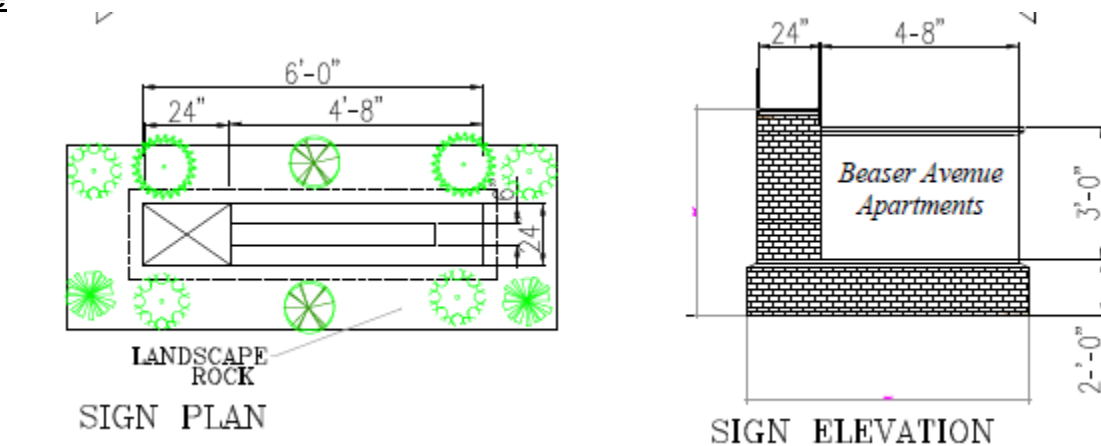
condition of approval that the landscaping meet all UDO requirements and that a landscaping schedule indicating the numbers of each species type proposed be submitted.

Landscaping Requirements
Parcels less than 5 acres in area - Landscaping is based on undeveloped area
Deciduous trees: 1 tree per 2,500 sq. ft. OR
Coniferous trees: 1 tree per 1,000 sq. ft. AND
1 shrub per 1,000 sq. ft.
Parking Areas (20 or more spaces) - 10% of the interior parking area to be landscaped area. 25% of the required 10% to be planter islands

Landscaping Proposed
Sugar Maple - 11 trees
Hackberry - 9 trees
Red Jewel Crab - 13 trees
American Red Maple - 11 trees
Black Hills Spruce - 13 trees
Shrubs will still be required

The Plan Commission may request additional landscaping beyond that required by code if desired under the PUD process.

Signage



Currently there are no signs on the subject parcel. The applicant has submitted a design for a monument sign in the plan set. The sign standards for R-4 zoning would apply. A freestanding sign is permitted for a multi-family development such as this one. The sign copy area is limited to 32 sq. ft. and the maximum sign height permitted is 6 feet. The maximum sign structure area permitted is 75 sq. ft. Signs may not be internally illuminated. Staff would recommend applying the base sign standards in this case. The areas and heights of the monument sign as proposed would meet the ordinance requirements. The sign is proposed at the north side of the 11th Ave W driveway entrance. Staff will work with the applicants to finalize the proposed placement of the signage as part of the SIP process. Staff would recommend as a condition of approval that any proposed signage meet the UDO sign

requirements for R-4 zoning and that the applicants obtain a sign permit prior to constructing signage onsite.

Lighting

The applicants have not yet submitted a lighting plan. Ordinance requires minimum light levels for all drive and parking areas and that light trespass at the property lines not exceed 0.5 footcandles. Code states that for parking facilities for 3 or more vehicles on a residential site they should be lit to provide at least 0.25 footcandles on any surface with an average illumination level of at least 0.75 footcandles. The uniformity ratio between average and minimum illumination shall be no greater than 4 to 1. Staff would recommend that as a condition of approval the applicant submit a lighting plan and light fixture information meeting UDO standards for staff and Plan Commission review as part of the SIP process.

Building Elevations

The UDO does not have many design standards for the MRC/R-4 zoning. The PUD process allows the Plan Commission and City Council the ability to set specific design requirements during the process. The applicants have provided building elevations as part of the GDP submittal. The proposed elevations are in the application materials included in the packet for this item. They were not included in the staff report due to the inability to see many of the details when they are scaled down. The elevations show pitched roofs and balconies for the living units. The applicants have not yet finalized their building materials but can do so as part of the SIP process. The overall building height proposed as of now is 52 feet, 8 inches. The applicants request a 55-foot height maximum for the proposed building. They are requesting this because they need to accommodate one floor of covered parking and three floors of living units. Their design calls for a pitched roof which they believe is consistent architecturally with the neighborhood. Staff does not have concerns with the height maximum requested. If the Plan Commission would like to recommend any requirements for specific façade materials the Commission may do so.

Standards for Planned Unit Development Review

The City of Ashland's Unified Development Ordinance Section 3.8 (E) Creation of a Planned Unit Development (PUD) Overlay District – Approval Criteria provide the approval criteria for a PUD General Development Plan for the City of Ashland. The following decision criteria were used to review the submitted PUD-GDP:

1. Consistency with Comprehensive Plan.

The PUD-GDP proposed is consistent with the Comprehensive Plan goals. The subject parcel is located within the overlap of the Downtown Core & Commercial Districts and Traditional Neighborhood & Mixed-Use zones of the Future Land Use Map. The Plan recommends for the Downtown Core & Commercial Districts that mixed-use development increasingly populate this zone. Buildings would front the right-of-way more often than has occurred in the post WWII era. For the Traditional Neighborhood & Mixed-Use Districts zone typically single and two-family residential are the primary land uses in the zone. The Comprehensive Plan also recommends small cafes, local hardware stores, or pottery or art shops. The subject site is located within the overlap of the two future land use zones and the Comprehensive Plan does not delineate firm boundaries between each zone.

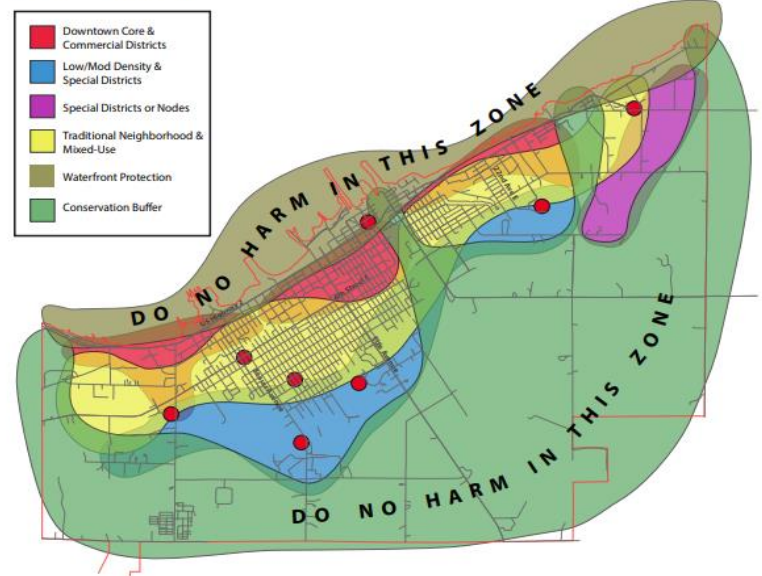
Part 1 of the Comprehensive Plan includes the goal to “Diversify and Upgrade via Infill Housing” (pg. 54). The proposed development involves the reuse of an urban infill site close to the downtown where utilities are readily available. The plan encourages projects such as the one proposed and recognizes that the City will also need to provide incentives in many cases to get projects done. The plan states that there is a need for additional housing options within the City.

The proposed project is consistent with the Comprehensive Plan in that it is a redevelopment of a vacant former brownfield site with much needed infill apartment housing. The project would provide amenities for its residents and the developer is taking measures to minimize the amount of outdoor surface parking present onsite.

2. Consistency with the UDO

This use is consistent with the UDO and would be permitted as a Conditional Use under the base MRC zoning. The land use, site coverage/impervious surface area, landscaping, and stormwater design will comply with the ordinance. Lighting, paving, and signage will also comply. The only relief from the ordinance requested is for building height and minimum unit areas. Staff is of the opinion that the covered parking, pitched roofs, and building materials offer opportunities to offset the ordinance relief requested. Density, setbacks, and use of the proposed structure are consistent with the ordinance. The proposed development is located on the northern and eastern portion of the parcel towards 11th Ave E and parking located on the interior of the site away from the streets wherever possible. Landscaping is proposed around the building and parking areas so this will help aesthetically. Staff finds that granting relief from the height and unit area minimums of the UDO is in the public interest if the applicants are providing features such as covered parking and pitched roofs which are not required by code.

FUTURE LAND USE PLAN



3. Open Space

The design includes an outdoor recreational area, tot yard, outdoor patio, and deck for the residents. Additionally, there are landscaping areas and buffers proposed around the building particularly to the north and east. There are stormwater retention ponds to the south and west of the proposed building. The developers have stated that Ryan Nelson of their team will serve as the managing member of the ownership entity and provide leadership and oversight. Ongoing management and maintenance will be handled by Vision MC, Inc. a subsidiary of Vision, Inc. specifically established to manage all Vision, Inc.-owned properties. They are committed to retaining and maintaining their developments once completed.

4. Effect on the Neighborhood

The existing development around the subject site consists of single and two-family residential uses on standard urban residential parcels. The Ashland Police Department is located across 11th Ave W to the east. The former Beaser School/CESA property and Beaser Park are to the south. Though the proposed development is higher density than the existing residential development the applicants are taking measures such as installing required landscaping, adding pitched roofs and gables, and breaking up the building facades with window openings, balconies, and material changes. All of these measures will ensure that the proposed development fits contextually with the surrounding neighborhood. Though traffic will result due

to the new development, there are two means of entering and exiting the site (on Beaser Avenue and 11th Ave W) so not all of the traffic is anticipated to enter and exit onto one street.

5. Phasing

The applicants plan to complete the development as proposed in one phase. In the future there could be potential for a second phase depending on how this project goes and land availability. The project as proposed is treated as one phase. The developers' intent is to implement the project as submitted. The project would consist of one building, associated access drives/parking, stormwater management, outdoor areas, and landscaping. If the applicants decide they need to deviate from the originally proposed GDP or SIP they would come back to City staff and the Plan Commission for further review.

6. Relationship to Existing Structures

The area around the subject site is well developed and urban in nature with single and two-family residential homes and some larger structures such as the Ashland Police Department and former Beaser School/CESA building. The proposed placement of the structure will not impact the developability of any surrounding parcels. There are existing City utilities running under the subject site and Public Works and Planning staff have been coordinating on plans to relocate these in anticipation of the proposed development. The relocation of the utilities will not negatively impact other properties. The proposed building's height (at 52 feet, 8 inches) is taller than the adjacent structures nearby but the pitched roofs and other façade design elements including balconies and material changes will mitigate the impact the building has on adjacent structures. Additionally, the developers are proposing a 35-foot side setback on the northern side of the site which will further reduce the impact because the building would be placed further back than the base 15-foot setback required. Staff does not have concerns with the proposed development's relationship to existing structures.

Application Submittal Requirements

UDO Section 3.8 includes the submittal requirements for a PUD-GDP review. These include the following items which staff has reviewed:

- a. Context Map: A map of the project including its relationship to the surrounding properties, topography, or other prominent site features. **The applicants and their designer have submitted the required context map which contains this information. The map displays the proposed development's placement and layout in relation to the surrounding parcels, existing development on those parcels, and streets. An aerial of the site is included on the context map.**
- b. Statement: A statement as to why the planned unit development (PUD) zoning is proposed. The statement shall identify reasons why planned unit development (PUD) zoning is preferable to development under standard zoning districts. **The applicants submitted a statement to staff explaining that they wish to develop this property as a multi-family land use. They have submitted elevations showing pitched roofs and indicating building heights. Additionally, they have submitted building floor plans showing unit layouts. The applicants are requesting the PUD zoning to allow them the flexibility required for building height and unit area to allow for pitched roofs that would aesthetically fit the neighborhood. Base zoning allows up to a 45-foot height maximum. The applicants have requested 55 feet. They have requested flexibility on unit size minimums also. They would like up to a 10% allowance from the unit area minimums required by code and would use units similar to those in other developments they have done. The developers are accommodating covered parking and three floors of living units to achieve the unit count needed for the development to cash flow. The applicants have stated that they will meet the other UDO requirements. Therefore, the flexibility allowed by the PUD zoning is desirable.**

- c. Site Plan: A site plan of the planned unit development (PUD) at a scale of not less than one-inch equals one hundred feet (1" = 100') showing the following:
- (1) Land uses and development densities: The drawings in the submitted plan set are all scaled at 1" = 100' or greater and show the proposed multi-family development. The site/landscaping plan page includes data on unit counts and staff believes there is enough data to meet this requirement.
 - (2) The size, arrangement, and location of parcels: The site plan shows the parcel which is the subject property for which the PUD will apply and includes the parcel location off of Beaser Avenue, 11th Ave W, and the 5th Street Corridor Trail. The parcel area of 197,562 sq. ft./4.51 acres is listed on the plan.
 - (3) The proposed general location of buildings or groups of buildings: The site plan shows the single proposed multi-family building on the north and east portion of the site.
 - (4) The location, design, and construction of public and private streets: The site plan shows the existing streets that serve the area including Beaser Avenue, 11th Ave W, and 12th Ave W. For the access drive and drive areas within the subject development the plan shows their locations and includes dimensions and labels describing the surfacing (asphalt pavement) proposed.
 - (5) The location of recreational areas and open space and a description of who will own and maintain the spaces: The site plan shows an outdoor recreational area/tot yard, lower level patio, and upper level deck, along with stormwater retention areas. The PUD application also includes a statement from the developer explaining that their management company (Vision MC, Inc.) will maintain the property including open spaces.
 - (6) A general landscaping plan: The applicant has submitted a landscaping plan with locations, the number and type of proposed plantings, and a landscaping legend. Staff will work with the applicant during the SIP process to finalize the landscaping plan and ensure that the plan submitted meets code. For parcels less than 5 acres in area landscaping required would be based on the undeveloped area. The number of trees proposed exceeds the code requirement but shrubs will also be needed. If the Plan Commission would like to see landscaping in excess of UDO requirements as part of the PUD, staff would request that the Commission provide input while considering the GDP.
 - (7) A general grading plan, indicating onsite stormwater management facilities and indicating the amount and location of off-site drainage: The applicant has submitted a grading and erosion control plan as part of the submittal package. This plan includes existing and proposed contours, proposed grade slopes, and stormwater management facilities. The plan does not indicate any off-site drainage occurring.
 - (8) Identification of mature vegetation on the site and a proposal to preserve such vegetation worthy of protection: The applicants' site plan identifies existing vegetation including trees on the northern edge of the site. Currently the applicants plan to remove the existing vegetation during the construction process. They will plant new trees and shrubs in accordance with UDO requirements.
 - (9) Identification and/or delineation of wetlands and floodplains within the site and a proposal to protect such areas from encroachment or degradation: There are no wetlands on site to staff's and the applicants' knowledge. This is also noted on the preliminary plans.
 - (10) Statistical data on the size of the development, density/intensity of various sub-areas, and expected phasing or staging: The applicant's site plan includes data on the physical sizes of the building and on unit counts for each unit type. The project is planned in one stage of implementation.
 - (11) A description of the intended organizational structure for a property owner's association, if any: The developers have explained to staff that upon completion of the development, Ryan

Nelson, CEO of development company Vision, Inc., will serve as the managing member of the entity, providing leadership and oversight. Ongoing management and maintenance will be handled by Vision MC, Inc., a subsidiary of Vision, Inc., specifically established to manage all Vision, Inc.-owned properties. The developer is committed to retaining and maintaining their developments post-stabilization.

- (12) A description of the deed restrictions or restrictive covenants, if any: There are no deed restrictions or restrictive covenants to staff's or the applicant's knowledge. There is a DNR closure letter regarding measures that might need to occur if some areas of the site are disturbed. This letter was included in the RFP materials sent out and shared with the developers. The developers are aware of it and would meet any DNR requirements during their site preparation.

Review Recommendation

Staff recommends APPROVAL of the PUD-GDP contingent on the following conditions:

- Approval is for the PUD-GDP only. The applicant shall follow up with the PUD-SIP submittal through City staff, the Plan Commission, and City Council and obtain PUD-SIP approval and all necessary approvals and building permits for the proposed project prior to starting construction.
- PUD-GDP to allow a multi-family residential land use under a PUD Overlay on Parcel # 201-00356-0000.
- City Council to waive the 10-acre minimum area requirement for a PUD on 4.51-acre Parcel # 201-00356-0000 in the MRC zoning district with the finding that the proposed PUD encompasses a clearly defined area that will not preclude logical development of adjacent properties in a manner consistent with the intent of the UDO.
- Substantial development progress shall occur on Phase 1 of the development within 12 months of PUD-SIP approval.
- Access drive width for the internal access drives with 90-degree (perpendicular) parking on either side of the access drive shall be a minimum of 25 feet wide to meet the UDO minimum drive width for two-way traffic. Applicant shall revise the site plan to show the 25-foot dimension for SIP review.
- Relief from UDO Section 4.6(C)(3) Maximum height of principal building. Forty-five (45) feet. Height allowance up to Fifty-five (55) feet.
- Relief from UDO Section 4.6(C)(7). Minimum floor area per unit in multi-family uses.
 - a. Efficiency Unit. Five Hundred (500) square feet.
 - b. One bedroom unit. Six hundred (600) square feet.
 - c. Two bedroom unit. Seven hundred fifty (750) square feet.
 - d. Three or more bedroom units. Seven hundred fifty (750) plus one hundred fifty (150) square feet for each additional bedroom beyond two (2). Under the PUD unit floor areas may be up to 10% less than the ranges above (a-d) prescribed by code.
- Building setbacks shall meet High Density Residential District (R-4) zoning standards.
- Applicants and Planning staff shall work together to determine the final number of parking spaces as part of the SIP process.
- As part of the SIP submittal applicant shall submit a finalized stormwater management plan including calculations on the amount of runoff anticipated based on the proposed impervious area (to include buildings and drive areas). The stormwater management calculations shall demonstrate that the proposed stormwater retention ponds and other features are sized appropriately to handle all runoff generated onsite and that no runoff onto surrounding properties will occur as a result of this development. The stormwater management plan will require Planning and Public Works staff review and Plan Commission review.

- Applicants shall work with staff to finalize the landscaping plan for staff and Plan Commission review as part of the SIP process. The landscaping plan shall show code-compliant planting counts and include a landscaping schedule indicating species and number of each species type. The plan and schedule shall include the UDO requirements and an indication of how the proposed planting types and counts will meet the code requirements. The plan shall also include landscaping area and island areas for paved areas and demonstrate code compliance.
- Any signage proposed shall meet UDO standards and require submission of sign proofs for Planning and Development review and issuance of a sign permit prior to installation.
- As part of the SIP submittal the applicant shall submit a code-compliant photometric plan for Planning and Development staff and Plan Commission review. The plan shall show light levels for all access/drive areas and between the buildings. Lighting shall meet the standard for "Commercial residential open parking facilities" as described in UDO Section 6.7(D)(2).
- Any changes in the proposed land use or additional uses proposed shall require a PUD amendment and Plan Commission/City Council review.

Additionally, as a Public Hearing is scheduled for the proposed PUD-GDP, the Plan Commission should hear all input from the public prior to making a determination. The required Class 2 public hearing notice was issued on April 3rd & April 10th and discretionary letters were sent to all surrounding property owners within 200 feet of the proposed development.

Approvals are based on background information provided by the applicant and known conditions. Deviations from this information may be considered a change in the application and reconsideration and possible revision to the approvals may be made by the Plan Commission and Common Council.



400 Beaser Avenue, Ashland Planned Unit Development (PUD) Additional Information

We would like to request relief from the zoning ordinance's square foot minimum, as some of our proposed units may fall slightly below this requirement (within a 10% range). This variance allows us to enhance affordability while compensating with additional amenities provided throughout the building. In some of our previous developments, studio units have been slightly below 500 square feet, and we want to ensure our current application accommodates this precedent. We are still early in the planning process and our design has not been finalized, so we cannot confirm individual unit square footage at this time – but we would appreciate the flexibility to follow similar floor plans from prior developments. All proposed units will meet applicable building codes and safety standards.

Upon stabilization of the development, Ryan Nelson, CEO of Vision, Inc., will serve as the managing member of the entity, providing strong leadership and oversight. Ongoing management and maintenance will be handled by Vision MC, Inc., a subsidiary of Vision, Inc., specifically established to manage all Vision, Inc.-owned properties. We are committed to retaining and maintaining our developments post-stabilization, ensuring the property remains in capable hands and upholds the high standards of Vision, Inc.

Proposed Vision Project Site



3/5/2025, 3:01:14 PM

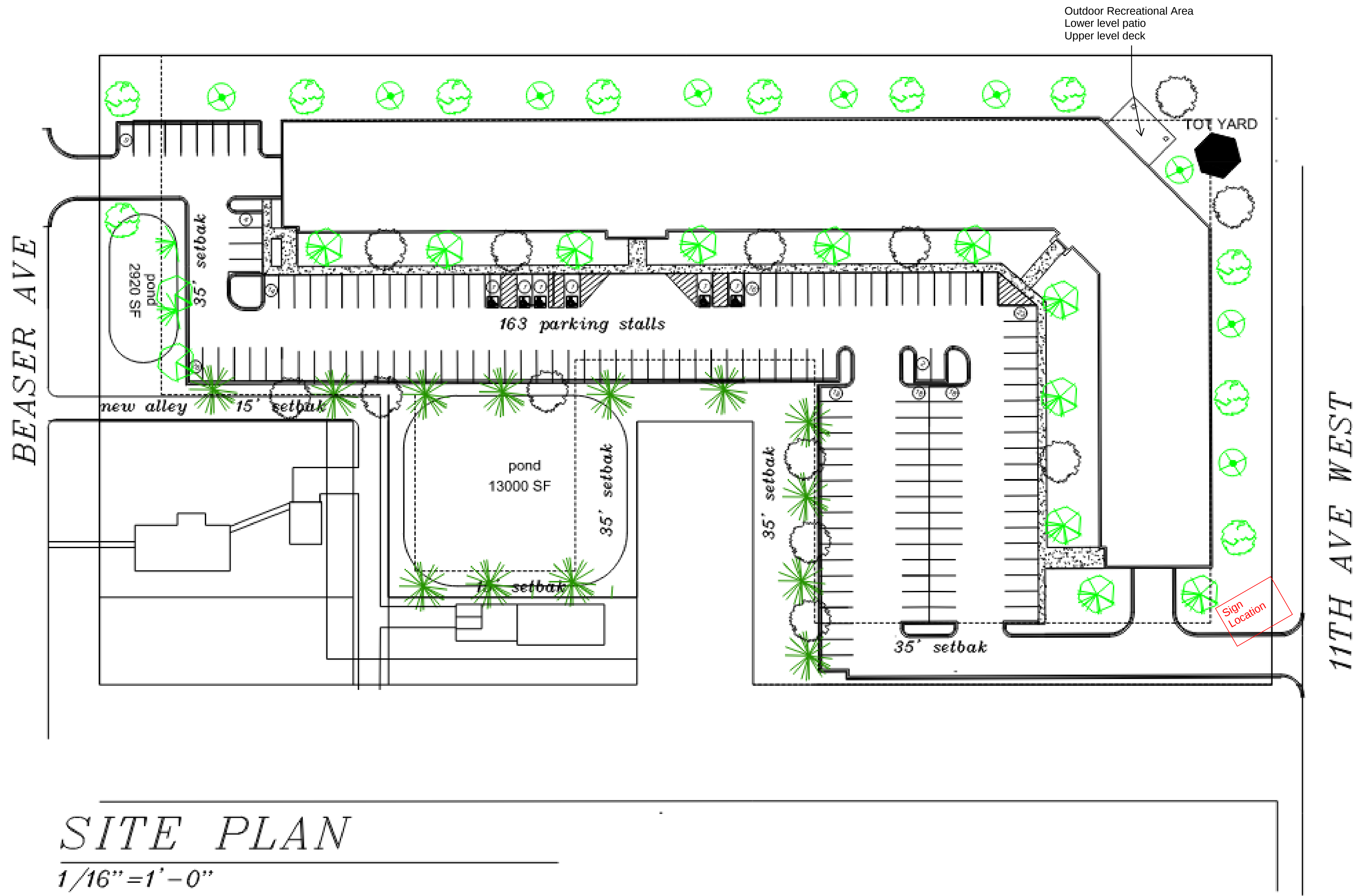
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- State Highway
- Ten Foot Contours 2015
- Road Centerlines
- Municipality
- World Hillshade
- US Highway
- Rivers & Streams

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00.10.20.4km

Esri, NASA, NGA, USGS, FEMA, Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community



PLANTING LEGEND

- BLACK HILLS SPURCE 6" B#B
- AMERICAN RED MAPLE 2 1/2"
- HACKBERRY 3" B#B
- SUGAR MAPLE 3" B#B
- RED JEWEL CRAB 2" B#B
- PURPLE LEAF PLUM 3 GAL
- 2-2 1/2" B#B
- ANTHONY WARENER SPIREA 15"
- LITTLE PRINCESS SPIREA 15"
- ISANTI DOGWOOD 2"
- SCANDIA JUNIPER 15"
- LIGHT FIXTURE

SITE PLAN
1/16" = 1' - 0"

50 one bedroom
50 two bedroom
51 efficiencies
151 total units

COMM NO 1710
DATE 12/22/17

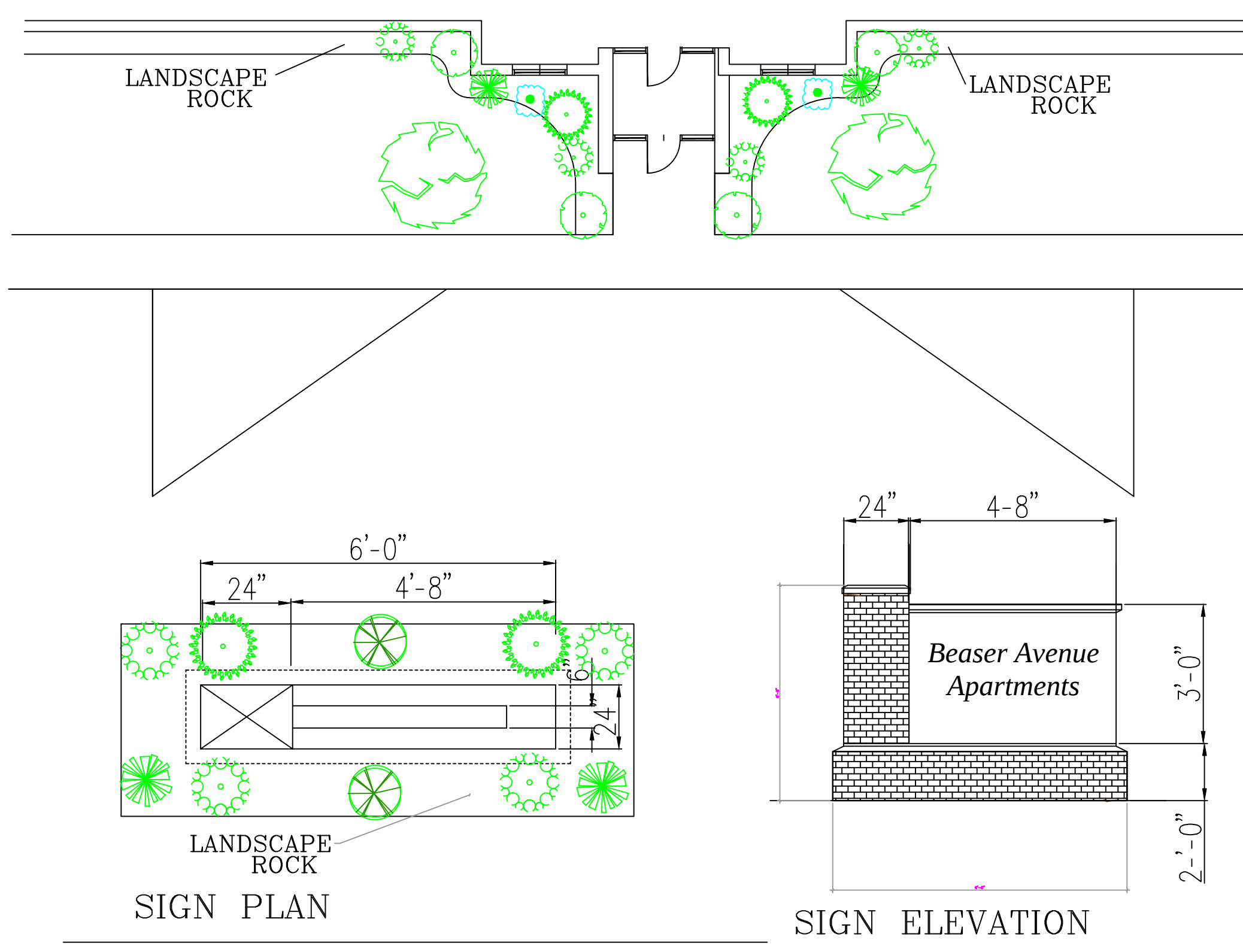
REVISION

PROJECT NAME
151 UNIT APARTMENT
BUILDING
ASHLAND WISCONSIN

RHA ARCHITECT'S INC.
ARCHITECTS, PLANNERS, DESIGNERS
PO BOX 383
ST. CLOUD, MINNESOTA
PHONE 320-267-7115
EMAIL RHA1200@YAHOO.COM

RHA

SHEET NO
A1



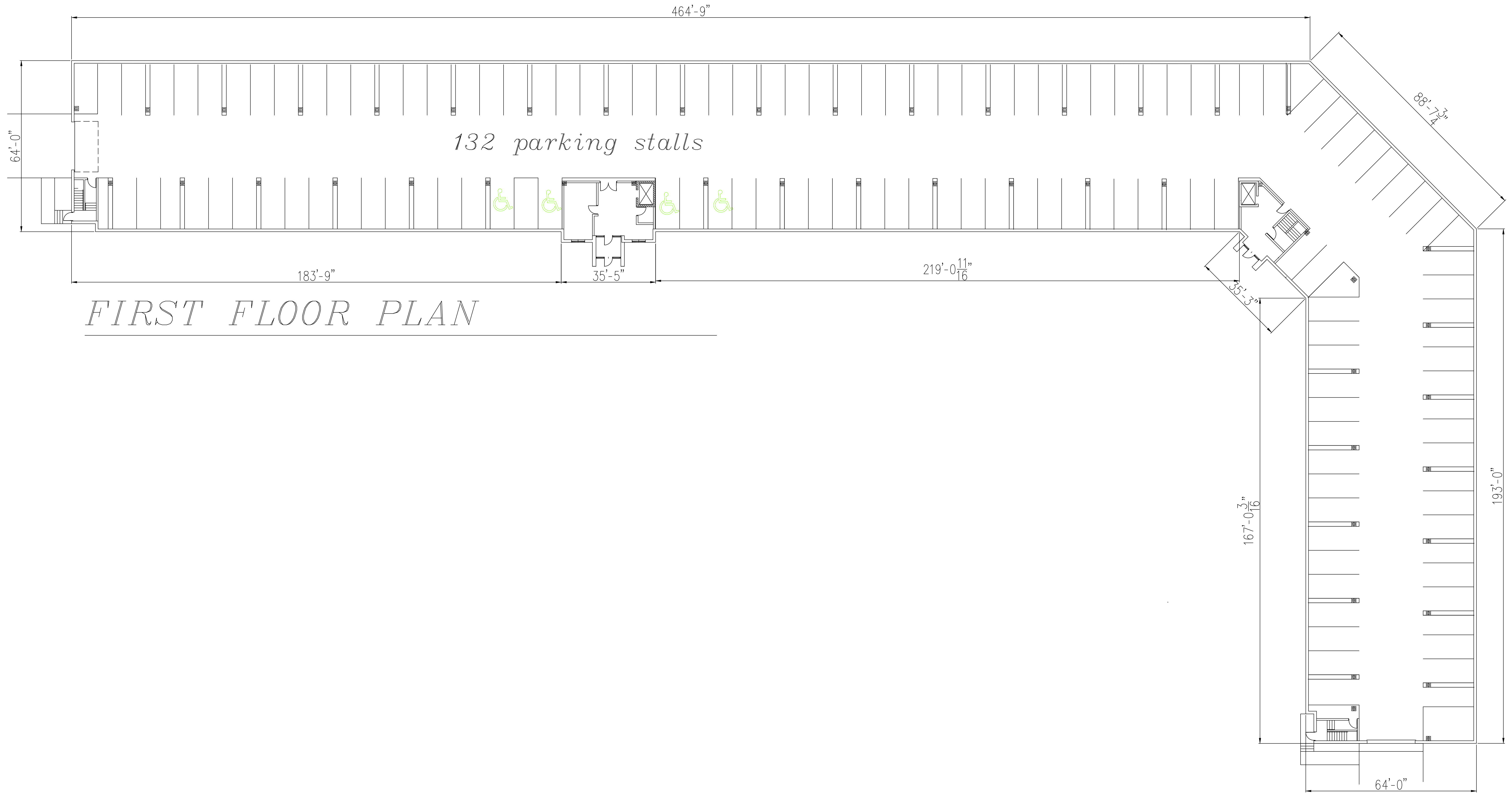
5TH STREET WEST

SITE DATA

AREA	196,777.75 SF OR 4.51 ACRES
SITE COVERAGE BY BUILDING	= 44,615 SF OR 22%
SITE COVERAGE BY PARKING	= 58,582 SF OR 29%
SITE COVERAGE BY WALKS	= 4,288.63 SF OR .02%
SITE COVERAGE BY PATIO	= 822.7 SF
TOTAL SITE COVERAGE	= 108,338.33 SF OR 55%
GREEN SPACE LAWN AREA	88,439 SF OR 44.96%

BUILDING DATA

FIRST FLOOR	44,543 SF
SECOND FLOOR	44,543 SF
THIRD FLOOR	44,543 SF
FOURTH FLOOR	44,543 SF
TOTAL	178,172 SF



FIRST FLOOR PLAN

FRONT ELEVATION

COMM NO 1710

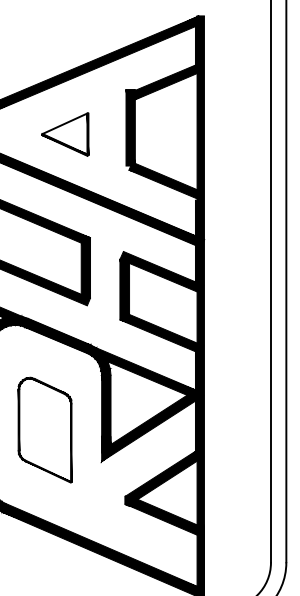
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REVISION

PROJECT NAME

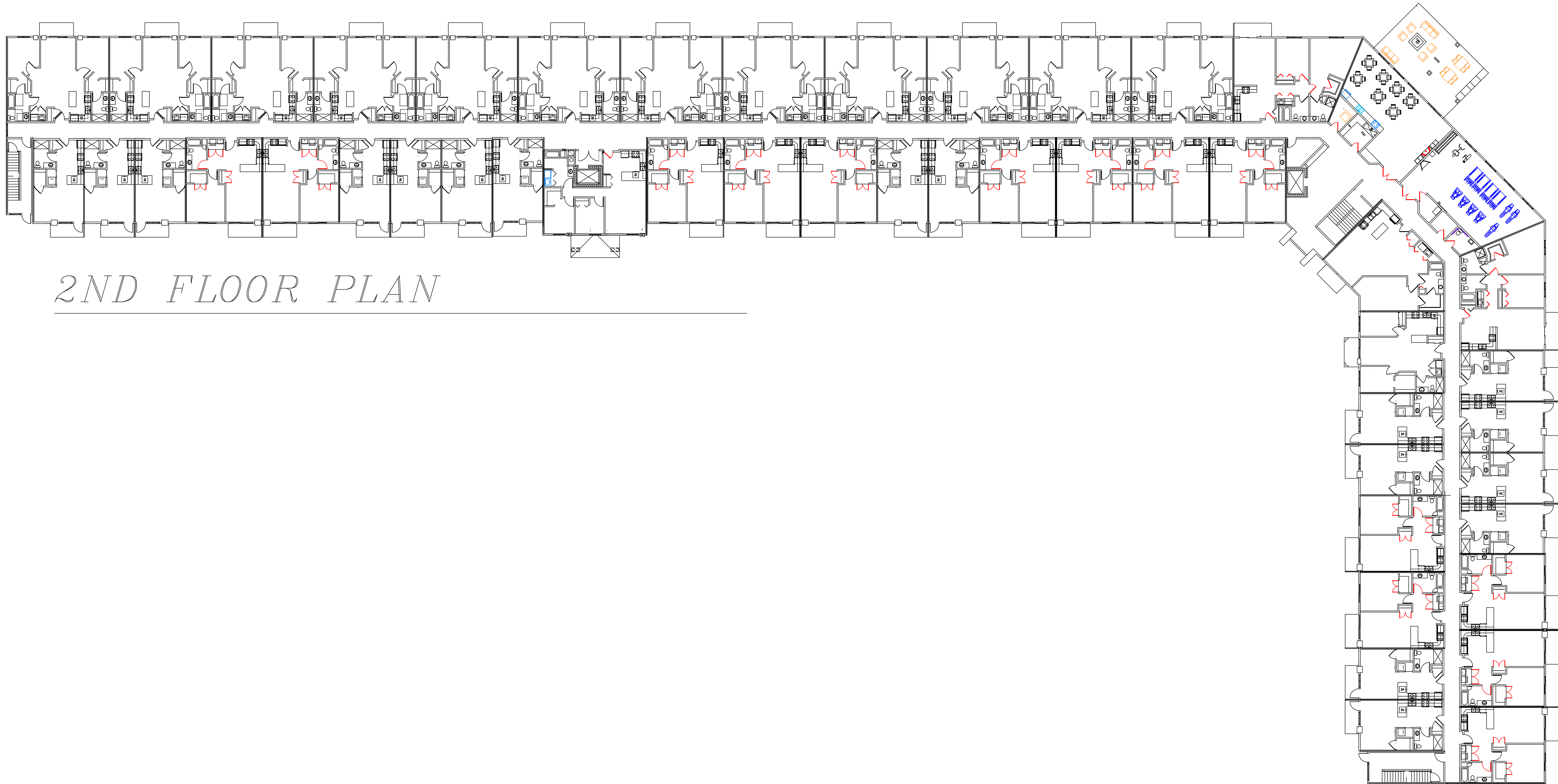
151 UNIT APARTMENT
BUILDING
ASHLAND WISCONSIN

RHA ARCHITECT'S INC.
ARCHITECTS, PLANNERS, DESIGNERS
PO BOX 383
ST. CLOUD, MINNESOTA
PHONE 320-257-7115
EMAIL RHAA200@TAHOOCOM



SHEET NO.

A2



2ND FLOOR PLAN



REAR ELEVATION

COMM NO 1710

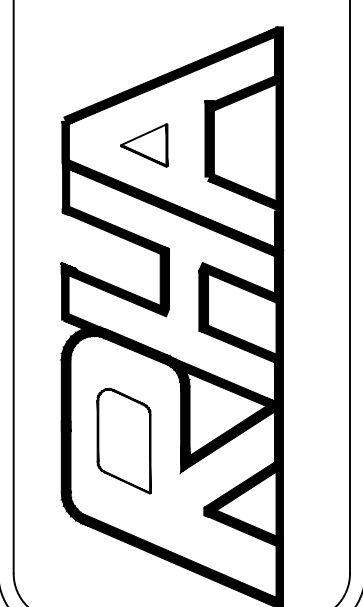
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REVISION

PROJECT NAME

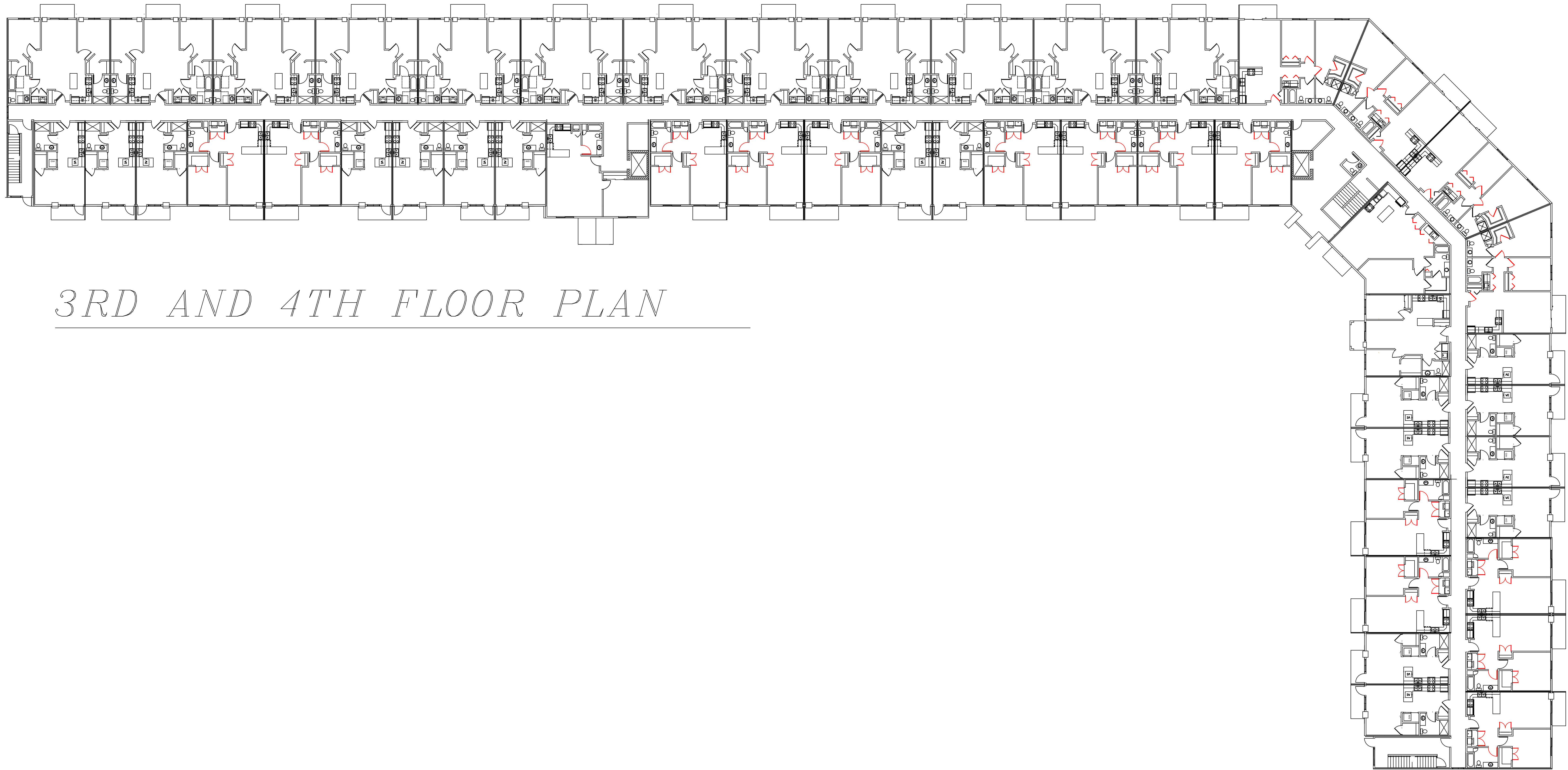
151 UNIT APARTMENT
BUILDING
ASHLAND WISCONSIN

RHA ARCHITECT'S INC.
ARCHITECTS, PLANNERS, DESIGNERS
PO BOX 383
ST. CLOUD, MINNESOTA
PHONE 320-257-7115
EMAIL RHAA200@TAHOOC.COM

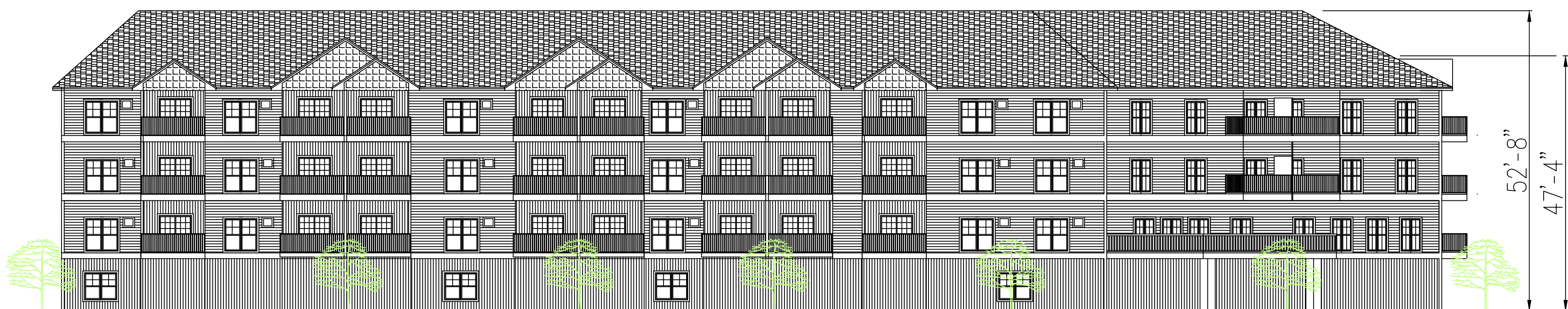


SHEET NO.

A3



3RD AND 4TH FLOOR PLAN



SIDE ELEVATION

COMM NO 1710

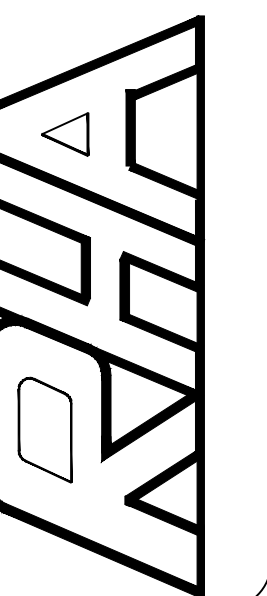
DATE 12/22/17

REVISION

PROJECT NAME

151 UNIT APARTMENT
BUILDING
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SHEET NO.

A4

- 1 NEW B612 CONCRETE CURB, SEE DETAIL
- 2 NEW INTEGRAL CURB/SIDEWALK, SEE DETAIL
- 3 NEW PARKING SIGN AND POST, SEE DETAIL
 - _A: ADA PARKING
 - _B: ADA ACCESS AISLE
- 4 NEW ACCESSIBLE CURB RAMP
 - _A: TYPE 1, SEE DETAIL
 - _B: TYPE 2, SEE DETAIL

 PROPERTY LINE
 RIGHT-OF-WAY LINE
 SETBACK LINE



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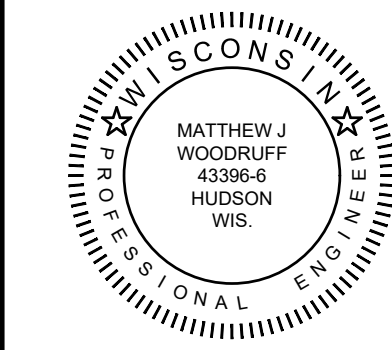
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VISION INC.
PO BOX 23
SUPERIOR, WI 54880

Client:

Project Title:

**ASHLAND
APARTMENTS**
ASHLAND, WI

[illegible]

Project #:	12256011
Drawn By:	KBK
Checked By:	TJH
Issue Date:	04.03.25
Sheet Title:	

SITE PLAN

Sheet:

Sheet: **C100**

PRELIMINARY NOT FOR CONSTRUCTION

W:\2025\Civill\12256011 - Ashland Apartments\3. Working Docs\C. Drawing Files\12256011 - C200 Site Plan.dwg



SYMBOL LEGEND

- NEW BITUMINOUS PAVEMENT
SEE DETAIL
- NEW CONCRETE PAVEMENT
SEE DETAIL



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**ASHLAND
APARTMENTS**
ASHLAND, WI

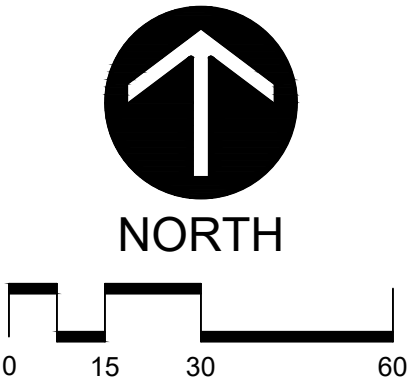


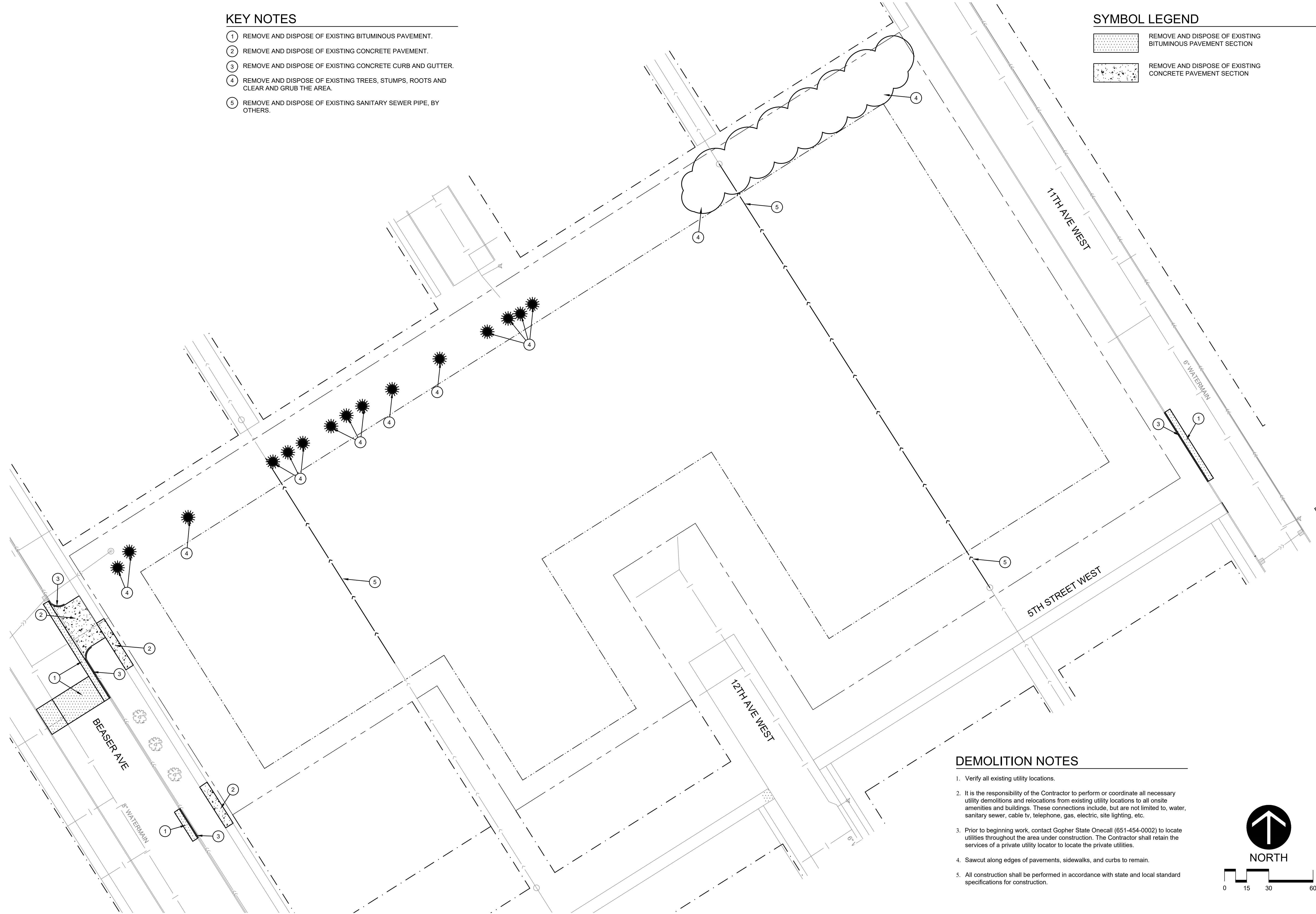
Rev.	Date	Description

Project #: 12256011
Drawn By: KBK
Checked By: TJH
Issue Date: 04.03.25
Sheet Title:

CONTEXT MAP

Sheet:
C101





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KEY NOTES

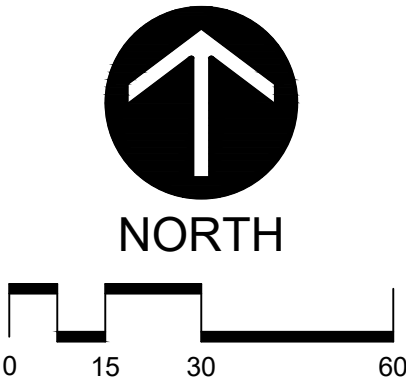
- 1 REMOVE AND DISPOSE OF EXISTING BITUMINOUS PAVEMENT.
- 2 REMOVE AND DISPOSE OF EXISTING CONCRETE PAVEMENT.
- 3 REMOVE AND DISPOSE OF EXISTING CONCRETE CURB AND GUTTER.
- 4 REMOVE AND DISPOSE OF EXISTING TREES, STUMPS, ROOTS AND CLEAR AND GRUB THE AREA.
- 5 REMOVE AND DISPOSE OF EXISTING SANITARY SEWER PIPE, BY OTHERS.

SYMBOL LEGEND

- REMOVE AND DISPOSE OF EXISTING BITUMINOUS PAVEMENT SECTION
- REMOVE AND DISPOSE OF EXISTING CONCRETE PAVEMENT SECTION

DEMOLITION NOTES

- 1. Verify all existing utility locations.
- 2. It is the responsibility of the Contractor to perform or coordinate all necessary utility demolitions and relocations from existing utility locations to all onsite amenities and buildings. These connections include, but are not limited to, water, sanitary sewer, cable tv, telephone, gas, electric, site lighting, etc.
- 3. Prior to beginning work, contact Gopher State Onecall (651-454-0002) to locate utilities throughout the area under construction. The Contractor shall retain the services of a private utility locator to locate the private utilities.
- 4. Sawcut along edges of pavements, sidewalks, and curbs to remain.
- 5. All construction shall be performed in accordance with state and local standard specifications for construction.





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ASHLAND APARTMENTS
ASHLAND, WI



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DEMOLITION PLAN

Sheet:
C200

WETLAND NOTE:
CITY MAPPING DID NOT
INDICATE ANY WETLAND OR
FLOOD PLAIN BOUNDARY'S.

SYMBOL LEGEND

- 950

950

949

2.0%

EXISTING CONTOURS

PROPOSED CONTOURS - MAJOR INTERVAL

PROPOSED CONTOURS - MINOR INTERVAL

GRADE BREAK LINE

GRADE SLOPE

SILT FENCE, SEE DETAIL

RIP-RAP, SEE DETAIL

ROCK CONST. ENTRANCE, SEE DETAIL

INLET PROTECTION, SEE DETAIL
- 650.00 TC

649.50 GL

SPOT ABBREVIATIONS:

TC - TOP OF CURB

GL - GUTTER LINE

GO - GUTTER OUT

B - BITUMINOUS

C - CONCRETE

EO - EMERGENCY OVERFLOW

TW - TOP OF WALL

BW - BOTTOM OF WALL (F/G)

(*) - EXISTING TO BE VERIFIED

PROPOSED
ASHLAND
APARTMENT
BUILDING
FFE = 664.00 +/-

TOT YARD

11TH AVE WEST

5TH STREET WEST

12TH AVE WEST

BEASER AVE

pond
13000 SF

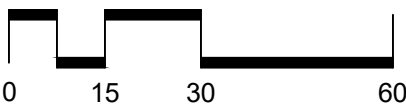
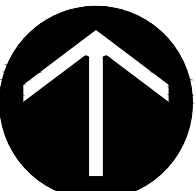
pond
2920 SF

GRADING NOTES

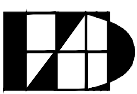
- Tree protection consisting of snow fence or safety fence installed at the drip line shall be in place prior to beginning any grading or demolition work at the site.
- All elevations with an asterisk (*) shall be field verified. If elevations vary significantly, notify the Engineer for further instructions.
- Grades shown in paved areas represent finish elevation.
- All disturbed areas to receive 4" of good quality topsoil and seed.
- All construction shall be performed in accordance with state and local standard specifications for construction.

EROSION CONTROL NOTES

- See SWPPP for Erosion Control Notes.



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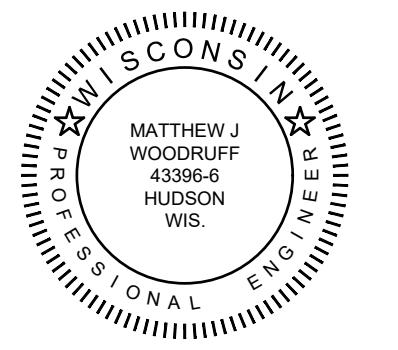
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Client:

**ASHLAND
APARTMENTS**
ASHLAND, WI

Project Title:



Rev.	Date	Description

Project #: 12256011
Drawn By: KBK
Checked By: TJH
Issue Date: 04.03.25

Sheet Title:

**GRADING AND
EROSION CONTROL
PLAN**

Sheet:

C300

UTILITY NOTES

1. It is the responsibility of the contractor to perform or coordinate all necessary utility connections and relocations from existing utility locations to the proposed building, as well as to all onsite amenities. These connections include but are not limited to water, sanitary sewer, cable TV, telephone, gas, electric, site lighting, etc.
2. All service connections shall be performed in accordance with state and local standard specifications for construction. Utility connections (sanitary sewer, watermain, and storm sewer) may require a permit from the City.
3. The contractor shall verify the elevations at proposed connections to existing utilities prior to any demolition or excavation. All elevations with an asterisk (*) shall be field verified. If elevations vary significantly, notify the Engineer for further instructions.
4. The contractor shall notify all appropriate engineering departments and utility companies 72 hours prior to construction. All necessary precautions shall be made to avoid damage to existing utilities.
5. Storm sewer requires testing in accordance with Minnesota plumbing code 4714.1107 where located within 10 feet of waterlines or the building.
6. HDPE storm sewer piping shall meet ASTM F2306 and fittings shall meet ASTM D3212 joint pressure test. Installation shall meet ASTM C2321.
7. All RCP pipe shown on the plans shall be MN/DOT class 3.
8. Maintain a minimum of 7 ½' of cover over all water lines and sanitary sewer lines. Where 7 ½' of cover is not provided, install 2" rigid polystyrene insulation (MN/DOT 3760) with a thermal resistance of at least 5 and a compressive strength of at least 25 psi. Insulation shall be 8" wide, centered over pipe with 6" sand cushion between pipe and insulation. Where depth is less than 5', use 4" of insulation.
9. Install water lines 18" above sewers. Where the sewer is less than 18" below the water line (or above), install sewer piping of materials approved for inside building use for 10 feet on each side of the crossing.
10. All watermain piping shall be class 52 ductile iron pipe unless noted otherwise.
11. See Project Specifications for bedding requirements.

UTILITY NOTES

12. Pressure test and disinfect all new watermains in accordance with state and local requirements.
13. Sanitary sewer piping shall be PVC, SDR-35 for depths less than 12', PVC SDR-26 for depths between 12' and 26', and class 52 D.I.P. for depths of 26' or more.
14. A structure adjustment shall include removing and salvaging the existing casting assembly, removing existing concrete rings to the precast section. Install new rings and salvaged casting to proposed grades, cleaning casting flange by mechanical means to insure a sound surface and install an external chimney seal by mechanical means to insure a sound surface and install an external chimney seal from casting to precast section. Chimney seals shall be Infi-Shield Uni-Band or an approved equal.

SYMBOL LEGEND

- ○

◻

▲

○

STORM MANHOLE

CATCH BASIN

CURB INLET

FLARED END

SANITARY MANHOLE
- T—T—

—OE—

—UE—

—FBO—FBO—

—GAS—GAS—

—>>>

—T—T—

—|—|—

—DT—

TELEPHONE LINE

ELECTRIC OVERHEAD LINE

ELECTRIC UNDERGROUND LINE

FIBER OPTIC UNDERGROUND LINE

NATURAL GAS UNDERGROUND LINE

SANITARY SEWER PIPE

STORM SEWER PIPE

TELEPHONE UNDERGROUND LINE

WATERMAIN PIPE

DRAINTILE PIPE
- ⦿

⦿

⊗

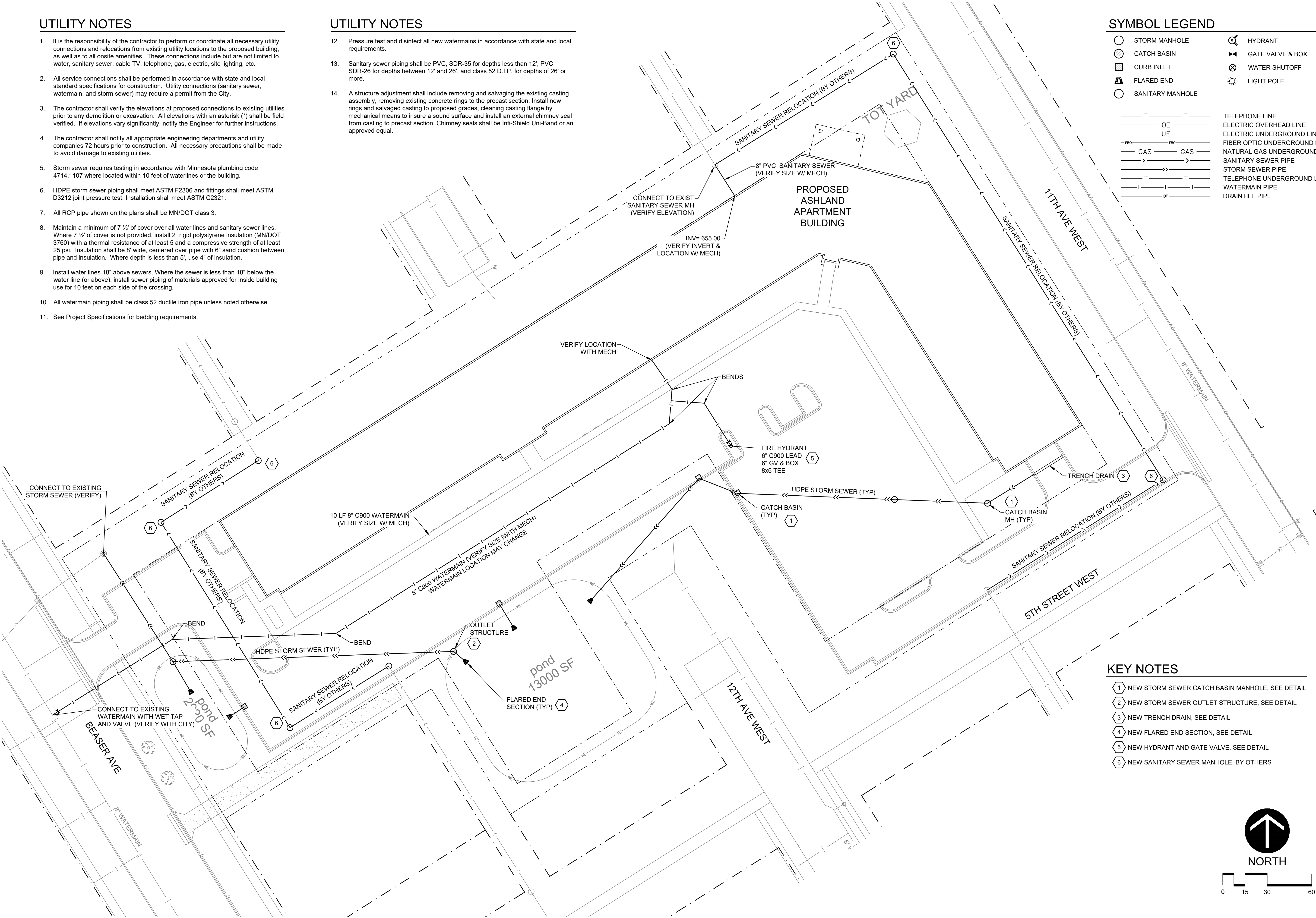
☀

HYDRANT

GATE VALVE & BOX

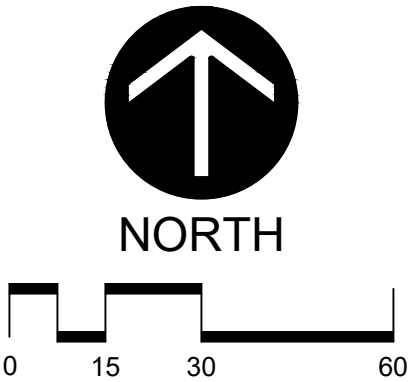
WATER SHUTOFF

LIGHT POLE



KEY NOTES

1. NEW STORM SEWER CATCH BASIN MANHOLE, SEE DETAIL
2. NEW STORM SEWER OUTLET STRUCTURE, SEE DETAIL
3. NEW TRENCH DRAIN, SEE DETAIL
4. NEW FLARED END SECTION, SEE DETAIL
5. NEW HYDRANT AND GATE VALVE, SEE DETAIL
6. NEW SANITARY SEWER MANHOLE, BY OTHERS



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PROFESSIONAL ENGINEER

MATTHEW J. WOODRUFF
43396-6
HUDSON, WIS.

Rev.	Date	Description

Project #: 12256011
Drawn By: KBK
Checked By: TJH
Issue Date: 04.03.25
Sheet Title:

UTILITY PLAN

Sheet:
C400

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