

**Council Chambers, Municipal Building, Baraboo, Wisconsin
Tuesday, August 11, 2015 – 7:00 p.m.**

Mayor Palm called the regular meeting of Council to order.

Roll call was taken.

Council Members Present: Wedekind, Kolb, Plautz, Sloan, Petty, Ellington, Alt, Robkin, Thurow

Council Members Absent: none

Others Present: Atty. Reitz, Chief Schauf, Clerk Giese, Adm. Geick, members of the press and others.

The Pledge of Allegiance was given.

Moved by Kolb, seconded by Wedekind and carried to approve the minutes of July 28, 2015.

Moved by Alt, seconded by Petty and carried to approve the agenda.

Compliance with the Open Meeting Law was noted.

PUBLIC HEARING – The Mayor opened the public hearing relative to development plan at 210 1st Street for commercial property to include a bakery, collectible shop and storage lockers.

Jean Funcke, Baraboo resident, questions the use of the property since the driveways abut across the alley and they are concerned with the number of customers in particular to parking, since there is not much room for parking. The storage facility is worrisome because of added traffic and truck traffic. She spoke to a person who used to work in the building at 219 1st Street when it was the Baraboo News office and most people wanted to use the alley entrance because it is flatter terrain.

The Mayor read an e-mail from Monica Kirk, a resident on 2nd Street concerned for parking and children playing in the area.

No one else spoke and the Mayor closed the hearing.

PUBLIC INVITED TO SPEAK –No one spoke.

MAYOR'S COMMENTS

The Mayor recognized Tom Pinion for his 5 year anniversary with the City of Baraboo as City Engineer.

CONSENT AGENDA

Resolution No. 15-48

THAT the Accounts Payable, in the amount of \$701,318.25 be allowed and ordered paid.

Moved by Sloan, seconded by Wedekind and carried on voice vote to approve the Consent agenda.

NEW BUSINESS

Resolutions:

Resolution No. 15-49

To approve an application for a Water Utility Simplified Rate Case to the Public Service Commission. The rate case request would be for a 3% rate increase starting January 1, 2016. The projected increased revenue would be \$50,000.

Moved by Wedekind, seconded by Sloan, and carried that **Resolution No. 15-49** be approved – 9 ayes.

Ordinances:

Ordinance No. was introduced and read for the first time:

Ordinance No.

Chapter 14, Subchapter II – Construction Site Erosion Control Code is hereby repealed and recreated to read as follows:

**CHAPTER 14 - SUBCHAPTER II:
CONSTRUCTION SITE EROSION AND SEDIMENT CONTROL CODE**

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SUBCHAPTER II: CONSTRUCTION SITE EROSION CONTROL CODE**14.23 AUTHORITY.**

- (1) This ordinance is adopted under the authority granted by §62.234, Wis. Stats. This ordinance supersedes all provisions of an ordinance previously enacted under §62.23, Wis. Stats., that relate to construction site erosion control. Except as otherwise specified in §62.234 Wis. Stats., §62.23, Wis. Stats., applies to this ordinance and to any amendments to this ordinance.
- (2) The provisions of this ordinance are deemed not to limit any other lawful regulatory powers of the same governing body.
- (3) The Common Council hereby designates the Building Inspector or City Engineer to administer and enforce the provisions of this ordinance.
- (4) The requirements of this ordinance do not pre-empt more stringent erosion and sediment control requirements that may be imposed by any of the following:
 - (a) Wisconsin Department of Natural Resources administrative rules, permits or approvals including those authorized under §§281.16 and 283.33, Wis. Stats.
 - (b) Targeted non-agricultural performance standards promulgated in rules by the Wisconsin Department of Natural Resources under §NR 151.004, Wis. Adm. Code.

14.23.1 FINDINGS OF FACT. The Common Council finds that runoff from land disturbing construction activity carries a significant amount of sediment and other pollutants to the waters of the state in City of Baraboo.

14.23.2 PURPOSE. It is the purpose of this ordinance to maintain safe and healthful conditions; prevent and control water pollution; prevent and control soil erosion; protect spawning grounds, fish and aquatic life; control building sites, placement of structures and land uses; preserve ground cover and scenic beauty; and promote sound economic growth by minimizing the amount of sediment and other pollutants carried by runoff or discharged from land disturbing construction activity to waters of the state in the City of Baraboo.

14.23.3 APPLICABILITY AND JURISDICTION.

(1) **APPLICABILITY.**

(a) Except as provided under Sub. (b), this ordinance applied to any construction site as defined under Sec. 14.24 (6):

(b) This ordinance does not apply to the following:

1. Transportation facilities, except transportation facility construction projects that are part of a larger common plan of development such as local roads with a residential or industrial development.
2. A construction project that is exempted by federal statutes or regulations from the requirement to have a national pollutant discharge elimination system permit issued under Ch. 40, Code of Federal Regulations, part 122, for land disturbing construction activity.
3. Nonpoint discharges from agricultural facilities and practices.
4. Nonpoint discharges from silviculture activities.
5. Routine maintenance for project sites under 5 acres of land disturbance if performed to maintain the original line and grade, hydraulic capacity or original purpose of the facility.

(c) Notwithstanding the applicability requirements in paragraph (a), this ordinance applies to construction sites of any size that, as determined by the Building Inspector or City Engineer, are likely to result in runoff that exceeds the safe capacity of the existing drainage facilities or receiving body of water, that causes undue channel erosion, or that increases water pollution by scouring or the transportation of particulates.

(2) **JURISDICTION.** This ordinance applies to land disturbing construction activities on lands within the boundaries and jurisdiction of the City of Baraboo, and, optionally to the public and private lands subject to extraterritorial review under §§236.45(2) and (3), Wis. Stats.

(3) **EXCLUSIONS.** This ordinance is not applicable to activities conducted by a state agency, as defined under §227.01 (1), Wis. Stats.

14.24 DEFINITIONS

(1) **ADMINISTERING AUTHORITY** means a governmental employee, or a regional planning commission empowered under §62.234, Wis. Stats., that is designated by the Common Council to administer this ordinance.

(2) **AGRICULTURAL FACILITIES AND PRACTICES** has the meaning in §281.16(1), Wis. Stats.

(3) **BEST MANAGEMENT PRACTICE** or **BMP** means structural or non-structural measures, practices, techniques or devices employed to avoid or minimize soil, sediment or

pollutants carried in runoff to waters of the state.

- (4) **BUSINESS DAY** means a day the office of the Building Inspector or City Engineer is routinely and customarily open for business.
- (5) **CEASE AND DESIST ORDER** means a court-issued order to halt land disturbing construction activity that is being conducted without the required permit or in violation of a permit issued by the City of Baraboo.
- (6) **CONSTRUCTION SITE** means an area upon which one or more land disturbing construction activities occur, including areas that are part of a larger common plan of development or sale where multiple separate and distinct land disturbing construction activities may be taking place at different times on different schedules but under one plan. A long-range planning document that describes separate construction projects, such as a 20-year transportation improvement plan, is not a common plan of development.
- (7) **DESIGN STORM** means a hypothetical discrete rainstorm characterized by a specific duration, temporal distribution, rainfall intensity, return frequency and total depth of rainfall.
- (8) **DIVISION OF LAND** means the creation from one parcel of one or more parcels or building sites, regardless of size, where such creation occurs at one time or through successive partition within a 5-year period.
- (9) **EROSION** means the process by which the land's surface is worn away by the action of wind, water, ice or gravity.
- (10) **EROSION AND SEDIMENT CONTROL PLAN** means a comprehensive plan developed to address pollution caused by erosion and sedimentation of soil particles or rock fragments during construction.
- (11) **EXTRATERRITORIAL** means the unincorporated area within 3 miles of the corporate limits of a first, second, or third class city, or within 1.5 miles of a fourth class city or village.
- (12) **FINAL STABILIZATION** means that all land disturbing construction activities at the construction site have been completed and that a uniform perennial vegetative cover has been established, with a density of at least 70 percent of the cover, for the unpaved areas and areas not covered by permanent structures, or that employ equivalent permanent stabilization measures.
- (13) **GOVERNING BODY** means town board of supervisors, county board of supervisors, Common Council, village board of trustees or village council.
- (14) **LAND DISTURBING CONSTRUCTION ACTIVITY** means any man-made alteration of the land surface resulting in a change in the topography or existing vegetative or non-vegetative soil cover, that may result in runoff and lead to an increase in soil erosion and movement of sediment into waters of the state. Land disturbing construction activity includes clearing and grubbing, demolition, excavating, pit trench dewatering, filling and grading activities.
- (15) **LANDOWNER** means any person holding fee title, an easement or other interest in property, which allows the person to undertake cropping, livestock management, land

disturbing construction activity or maintenance of storm water BMPs on the property.

- (16) MEP or MAXIMUM EXTENT PRACTICABLE means a level of performance that is achievable but is not equivalent to a performance standard identified in this ordinance as determined in accordance with Sec. 14.25 of this ordinance.
- (17) PERFORMANCE STANDARD means a narrative or measurable number specifying the minimum acceptable outcome for a facility or practice.
- (18) PERMIT means a written authorization made by the Building Inspector or City Engineer to the applicant to conduct land disturbing construction activity or to discharge post-construction runoff to waters of the state.
- (19) POLLUTANT has the meaning given in §283.01 (13), Wis. Stats.
- (20) POLLUTION has the meaning given in §281.01 (10), Wis. Stats.
- (21) RESPONSIBLE PARTY means the landowner or other entity performing services to meet the requirements of this ordinance through a contract or other agreement.
- (22) RUNOFF means storm water or precipitation including rain, snow or ice melt or similar water that moves on the land surface via sheet or channelized flow.
- (23) SEDIMENT means settleable solid material that is transported by runoff, suspended within runoff or deposited by runoff away from its original location.
- (24) SILVICULTURE ACTIVITY means activities including tree nursery operations, tree harvesting operations, reforestation, tree thinning, prescribed burning, and pest and fire control. Clearing and grubbing of an area of a construction site is not a silviculture activity.
- (25) SITE means the entire area included in the legal description of the land on which the land disturbing construction activity is proposed in the permit application.
- (26) STOP WORK ORDER means an order issued by the Building Inspector or City Engineer which requires that all construction activity on the site be stopped.
- (27) TECHNICAL STANDARD means a document that specifies design, predicted performance and operation and maintenance specifications for a material, device or method.
- (28) TRANSPORTATION FACILITY means a highway, a railroad, a public mass transit facility, a public-use airport, a public trail or any other public work for transportation purposes such as harbor improvements under §85-095(1)(b), Wis. Stats. Transportation Facility does not include building sites for the construction of public buildings and buildings that are places of employment that are regulated by the Department pursuant to §281.33, Wis. Stats.
- (29) WATERS OF THE STATE includes those portions of Lake Michigan and Lake Superior within the boundaries of this state, and all lakes, bays, rivers, streams, springs, ponds, wells, impounding reservoirs, marshes, watercourses, drainage systems and other

surface water or groundwater, natural or artificial, public or private, within this state or its jurisdiction.

14.25 APPLICABILITY OF MAXIMUM EXTENT PRACTICABLE.

Maximum extent practicable applies when a person who is subject to a performance standard of this ordinance demonstrates to the [administering authority]'s satisfaction that a performance standard is not achievable and that a lower level of performance is appropriate. In making the assertion that a performance standard is not achievable and that a level of performance different from the performance standard is the maximum extent practicable, the responsible party shall take into account the best available technology, cost effectiveness, geographic features, and other competing interests such as protection of public safety and welfare, protection of endangered and threatened resources, and preservation of historic properties.

14.26 TECHNICAL STANDARDS.

All BMPs required for compliance with this ordinance shall meet design criteria, standards and specifications based on any of the following:

- (1) DESIGN GUIDANCE AND TECHNICAL STANDARDS identified or developed by the Wisconsin Department of Natural Resources under Subch. V of Ch. NR 151, Wis. Adm. Code.
- (2) SOIL LOSS prediction tools (such as the Universal Soil Loss Equation (USLE)) when using an appropriate rainfall or runoff factor (also referred to as the R factor) or an appropriate design storm and precipitation distribution, and when considering the geographic location of the site and period of disturbance.
- (3) TECHNICAL STANDARDS and methods have been approved by the Building Inspector or City Engineer.

14.27 PERFORMANCE STANDARDS FOR CONSTRUCTION SITE UNDER ONE ACRE.

- (1) RESPONSIBLE PARTY. The responsible party shall comply with this section.
- (2) EROSION AND SEDIMENT CONTROL PRACTICES. Erosion and sediment control practices at each site where land disturbing construction activity is to occur shall be used to prevent or reduce all of the following:
 - (a) The deposition of soil from being tracked onto streets by vehicles.
 - (b) The discharge of sediment from disturbed areas into on-site storm water inlets.
 - (c) The discharge of sediment from disturbed areas into adjacent waters of the state.
 - (d) The discharge of sediment from drainage ways that flow off the site.
 - (e) The discharge of sediment by dewatering activities.
 - (f) The discharge of sediment eroding from soil stockpiles existing for more than 7 days.
 - (g) The transport by runoff into waters of the state of chemicals, cement, and other building compounds and materials on the construction site during the

construction period. However, projects that require the placement of these materials in waters of the state, such as constructing bridge footings or BMP installations, are not prohibited by this subdivision.

- (3) LOCATION. The BMPs shall be so located that treatment occurs prior to runoff entering waters of the state.
- (4) IMPLEMENTATION. The BMPs used to comply with this section shall be implemented as follows:
 - (a) Erosion and sediment control practices shall be constructed or installed before land disturbing construction activities begin.
 - (b) Erosion and sediment control practices shall be maintained until final stabilization.
 - (c) Final stabilization activity shall commence when land disturbing activities cease and final grade has been reached on any portion of the site.
 - (d) Temporary stabilization activity shall commence when land disturbing activities have temporarily ceased and will not resume for a period exceeding 14 calendar days.
 - (e) BMPs that are no longer necessary for erosion and sediment control shall be removed by the responsible party.

14.27.1 PERFORMANCE STANDARDS FOR CONSTRUCTION SITES OF ONE ACRE OR MORE.

- (1) RESPONSIBLE PARTY. The responsible party shall comply with this section and implement the Erosion and Sediment Control Plan developed in accordance with Sec. 14.28.1.
- (2) EROSION AND SEDIMENT CONTROL PLAN. A written site-specific Erosion and Sediment Control Plan shall be developed in accordance with Sec. 14.28.1 and implemented for each construction site.
- (3) EROSION AND OTHER POLLUTANT CONTROL REQUIREMENTS. The Erosion and Sediment Control Plan required under sub. (2) shall include the following:
 - (a) EROSION AND SEDIMENT CONTROL PRACTICES. Erosion and sediment control practices at each site where land disturbing construction activity is to occur shall be used to prevent or reduce all of the following:
 1. The deposition of soil from being tracked onto streets by vehicles.
 2. The discharge of sediment from disturbed areas into on-site storm water inlets.
 3. The discharge of sediment from disturbed areas into adjacent waters of the state.

4. The discharge of sediment from drainage ways that flow off the site.
5. The discharge of sediment by dewatering activities.
6. The discharge of sediment eroding from soil stockpiles existing for more than 7 days.
7. The discharge of sediment from erosive flows at outlets and in downstream channels.
8. The transport by runoff into waters of the state of chemicals, cement, and other building compounds and materials on the construction site during the construction period. However, projects that require the placement of these materials in waters of the state, such as constructing bridge footings or BMP installations, are not prohibited by this subdivision.
9. The transport by runoff into waters of the state of untreated wash water from vehicle and wheel washing.

(b) **SEDIMENT PERFORMANCE STANDARDS.** In addition to the erosion and sediment control practices under par. (a), the following erosion and sediment control practices shall be employed:

1. BMPs that, by design, discharge no more than 5 tons per acre per year, or to the maximum extent practicable, of the sediment load carried in runoff from initial grading to final stabilization.
2. No person shall be required to employ more BMPs than are needed to meet a performance standard in order to comply with maximum extent practicable. Erosion and sediment control BMPs may be combined to meet the requirements of this paragraph. Credit may be given toward meeting the sediment performance standard of this paragraph for limiting the duration or area, or both, of land disturbing construction activity, or for other appropriate mechanisms.
3. Notwithstanding subd. 1., if BMPs cannot be designed and implemented to meet the sediment performance standard, the Erosion and Sediment Control Plan shall include a written, site-specific explanation of why the sediment performance standard cannot be met and how the sediment load will be reduced to the maximum extent practicable.

(c) **PREVENTIVE MEASURES.** The Erosion and Sediment Control Plan shall incorporate all of the following:

1. Maintenance of existing vegetation, especially adjacent to surface waters whenever possible.
2. Minimization of soil compaction and preservation of topsoil.

3. Minimization of land disturbing construction activity on slopes of 20 percent or more.
4. Development of spill prevention and response procedures.

(d) LOCATION. The BMPs used to comply with this section shall be located so that treatment occurs prior to runoff entering waters of the state.

(4) IMPLEMENTATION. The BMPs used to comply with this section shall be implemented as follows:

- (a) Erosion and sediment control practices shall be constructed or installed before land disturbing construction activities begin in accordance with the Erosion and Sediment Control Plan developed in Sec. 14. 27.1(2).
- (b) Erosion and sediment control practices shall be maintained until final stabilization.
- (c) Final stabilization activity shall commence when land disturbing activities cease and final grade has been reached on any portion of the site.
- (d) Temporary stabilization activity shall commence when land disturbing activities have temporarily ceased and will not resume for a period exceeding 14 calendar days.
- (e) BMPs that are no longer necessary for erosion and sediment control shall be removed by the responsible party.

14.28 PERMITTING REQUIREMENTS, PROCEDURES, AND FEES.

- (1) PERMIT REQUIRED. No responsible party may commence a land disturbing construction activity subject to this ordinance without receiving prior approval of an Erosion and Sediment Control Plan for the site and a permit from the Building Inspector or City Engineer.
- (2) PERMIT APPLICATION AND FEES. At least one responsible party that will undertake a land disturbing construction activity subject to this ordinance shall submit an application for a permit and an Erosion and Sediment Control Plan that meets the requirements of Sec. 14.28.1 and shall pay an application fee as set by the Building Inspector or City Engineer and as shown in the Official Fee Schedule. By submitting an application, the applicant is authorizing the Building Inspector or City Engineer to enter the site to obtain information required for the review of the Erosion and Sediment Control Plan.
- (3) PERMIT APPLICATION REVIEW AND APPROVAL. The Building Inspector or City Engineer shall review any permit application that is submitted with an Erosion and Sediment Control Plan, and the required fee. The following approval procedure shall be used:
 - (a) Within 45 business days of the receipt of a complete permit application, as required by Sub. (2), the Building Inspector or City Engineer shall inform the applicant

whether the application and plan are approved or disapproved based on the requirements of this ordinance.

- (b) If the permit application and Erosion and Sediment Control Plan are approved, the Building Inspector or City Engineer shall issue the permit.
 - (c) If the permit application or Erosion and Sediment Control Plan is disapproved, the Building Inspector or City Engineer shall state in writing the reasons for disapproval.
 - (d) The Building Inspector or City Engineer may request additional information from the applicant. If additional information is submitted, the Building Inspector or City Engineer shall have 30 business days from the date the additional information is received to inform the applicant that the plan is either approved or disapproved.
 - (e) Failure by the Building Inspector or City Engineer to inform the permit applicant of a decision within 45 business days of a required submittal shall be deemed to mean approval of the submittal and the applicant may proceed as if a permit had been issued.
- (4) **SURETY BOND.** As a condition of approval and issuance of the permit, the Building Inspector or City Engineer may require the applicant to deposit a surety bond or irrevocable letter of credit to guarantee a good faith execution of the approved Erosion and Sediment Control Plan and any permit conditions.
- (5) **PERMIT REQUIREMENTS.** All permits shall require the responsible party to:
- (a) Notify the Building Inspector or City Engineer within 48 hours of commencing any land disturbing construction activity.
 - (b) Notify the Building Inspector or City Engineer of completion of any BMPs within 14 days after their installation.
 - (c) Obtain permission in writing from the Building Inspector or City Engineer prior to any modification pursuant to Sec. 14.28.1(3) of the Erosion and Sediment Control Plan.
 - (d) Install all BMPs as identified in the approved Erosion and Sediment Control Plan.
 - (e) Maintain all road drainage systems, storm water drainage systems, BMPs, and other facilities identified in the Erosion and Sediment Control Plan.
 - (f) Repair any siltation or erosion damage to adjoining surfaces and drainage ways resulting from land disturbing construction activities and document repairs in a site inspection log.
 - (g) Inspect the BMPs within 24 hours after each rain of 0.5 inches or more which results in runoff during active construction periods, and at least once each week. Make needed repairs and install additional BMPs as necessary, and document these activities in an inspection log with the date of inspection, the name of the person conducting the inspection, and a description of the present phase of the construction at the site.

- (h) Allow the Building Inspector or City Engineer to enter the site for the purpose of inspecting compliance with the Erosion and Sediment Control Plan or for performing any work necessary to bring the site into compliance with the Erosion and Sediment Control Plan at the construction site.
- (6) PERMIT CONDITIONS. Permits issued under this section may include conditions established by Building Inspector or City Engineer in addition to the requirements set forth in Sub. (5), where needed to assure compliance with the performance standards in Sec. 14.27 or 14.27.1.
- (7) PERMIT DURATION. Permits issued under this section shall be valid for a period of 180 days, or the length of the building permit or other construction authorizations, whichever is longer, from the date of issuance. The Building Inspector or City Engineer may extend the period one or more times for up to an additional 180 days. The Building Inspector or City Engineer may require additional BMPs as a condition of the extension if they are necessary to meet the requirements of this ordinance.
- (8) MAINTENANCE. The responsible party throughout the duration of the construction activities shall maintain all BMPs necessary to meet the requirements of this ordinance until the site has undergone final stabilization.

14.28.1 EROSION AND SEDIMENT CONTROL PLAN, STATEMENT, AND AMENDMENTS.

- (1) EROSION AND SEDIMENT CONTROL PLAN STATEMENT. For each construction site identified under Sec. 14.26(1)(c), an Erosion and Sediment Control Plan Statement shall be prepared. This statement shall be submitted to the Building Inspector or City Engineer. The Erosion and Sediment Control Plan Statement shall briefly describe the site, the development schedule, and the BMPs that will be used to meet the requirements of the ordinance. A site map shall also accompany the Erosion and Sediment Control Plan Statement.
- (2) EROSION AND SEDIMENT CONTROL PLAN REQUIREMENTS.
 - (a) Preparation and Submission. An Erosion and Sediment Control Plan shall be prepared and submitted to the Building Inspector or City Engineer.
 - (b) Performance Standards. The Erosion and Sediment Control Plan shall be designed to meet the performance standards in Sec 14.27 or 14.27.1 and other requirements of this ordinance.
 - (c) Pollution. The Erosion and Sediment Control Plan shall address pollution caused by soil erosion and sedimentation during construction and up to final stabilization of the site. The Erosion and Sediment Control Plan shall include, at a minimum, the following items:
 - 1. The name(s) and address(es) of the owner or developer of the site, and of any consulting firm retained by the applicant, together with the name of the applicant's principal contact at such firm. The application shall also include start and end dates for construction.

2. Description of the site and the nature of the construction activity, including representation of the limits of land disturbance on a United States Geological Service 7.5 minute series topographic map.
 3. A description of the intended sequence of major land disturbing construction activities for major portions of the construction site, including stripping and clearing; rough grading; construction of utilities, infrastructure, and buildings; and final grading and landscaping. Sequencing shall identify the expected date on which clearing will begin, the estimated duration of exposure of cleared areas, areas of clearing, installation of temporary erosion and sediment control measures, and establishment of permanent vegetation.
 4. Estimates of the total area of the site and the total area of the site that is expected to be disturbed by construction activities.
 5. Calculations to show compliance with the performance standard of Sec. 14.27.1(3)(b).
 6. Existing data describing the surface soil as well as subsoils.
 7. Depth to groundwater, as indicated by Natural Resources Conservation Service soil information where available.
 8. Name of the immediate named receiving water from the United States Geological Service 7.5 minute series topographic maps.
- (d) Site Map. The Erosion and Sediment Control Plan shall include a site map. This map shall include the following items and shall be at a scale not greater than 100 feet per inch and at a contour interval not to exceed five feet.
1. Existing topography, vegetative cover, natural and engineered drainage systems, roads, and surface waters. Lakes, streams, wetlands, channels, ditches, and other watercourses on and immediately adjacent to the site shall be shown. Any identified 100-year flood plains, flood fringes, and floodways shall also be shown.
 2. Boundaries of the construction site.
 3. Drainage patterns and approximate slopes anticipated after major grading activities.
 4. Areas of soil disturbance.
 5. Location of major structural and non-structural controls identified in the Erosion Control and Sediment Plan.
 6. Location of areas where stabilization BMPs will be employed.
 7. Areas that will be vegetated following land disturbing construction activities.

8. Area(s) and location of wetland on the construction site, and locations where storm water is discharged to a surface water or wetland within one-quarter mile downstream of the construction site.
 9. Area(s) use for infiltration of post-construction storm water runoff.
 10. An alphanumeric or equivalent grid overlying the entire construction site map.
- (e) Controls and Measures. Each Erosion and Sediment Control Plan shall include a description of appropriate controls and measures that will be installed and maintained at the construction site to prevent pollutants from reaching waters of the state. The Erosion and Sediment Control Plan shall clearly describe the appropriate erosion and sediment control BMPs for each major land disturbing construction activity and the timing during the period of land disturbing construction activity that the Erosion and Sediment Control BMPs will be implemented. The description of erosion and sediment control BMPs shall include, when appropriate, the following minimum requirements:
1. Description of interim and permanent stabilization practices, including a BMP implementation schedule. The Erosion and Sediment Control Plan shall ensure that existing vegetation is preserved where attainable and that disturbed portions of the site are stabilized.
 2. Description of structural practices to divert flow away from exposed soils, store flows or otherwise limit runoff and the discharge of pollutants from the site. Unless otherwise specifically approved in writing by the Building Inspector or City Engineer, structural measures shall be installed on upland soils.
 3. Management of overland flow at all areas of the construction site, unless otherwise controlled by outfall controls.
 4. Trapping of sediment in channelized flow.
 5. Staging land disturbing construction activities to limit exposed soil areas subject to erosion.
 6. Protection of downslope drainage inlets where they occur.
 7. Minimization of tracking at all vehicle and equipment entry and exit locations on the construction site.
 8. Clean up of off-site sediment deposits.
 9. Proper disposal of building and waste materials.
 10. Stabilization of drainage ways.
 11. Installation of permanent stabilization practices as soon as possible after final grading.

12. Minimization of dust to the maximum extent practicable.

- (f) Velocity Dissipation Devices. The Erosion and Sediment Control Plan shall require that velocity dissipation devices be placed at discharge locations and along the length of any outfall channel, as necessary, to provide a non-erosive flow from the structure to a water course so that the natural physical and biological characteristics and functions are maintained and protected.
- (3) **EROSION AND SEDIMENT CONTROL PLAN AMENDMENTS**. The applicant shall amend the Erosion and Sediment Control Plan if any of the following occur:
 - (a) There is a change in design, construction, operation or maintenance at the site which has the reasonable potential for the discharge of pollutants to waters of the state and which has not otherwise been addressed in the Erosion and Sediment Control Plan.
 - (b) The actions required by the Erosion and Sediment Control Plan fail to reduce the impacts of pollutants carried by construction site runoff.
 - (c) The Building Inspector or City Engineer notifies the applicant of changes needed in the Erosion and Sediment Control Plan.

14.28.2 FEE SCHEDULE. The fees referred to in other sections of this ordinance shall be **adopted by the City of Baraboo Common Council** and may from time to time be modified by resolution. A schedule of the fees shall be available for review in City Hall.

14.29 INSPECTION. If land disturbing construction activities are occurring without a permit required by this ordinance, the Building Inspector or City Engineer may enter the land pursuant to the provisions of §§66.0119(1), (2), and (3), Wis. Stats.

14.30 ENFORCEMENT.

- (1) The Building Inspector or City Engineer may post a stop work order if any of the following occurs:
 - (a) Land disturbing construction activity regulated under this ordinance is occurring without a permit.
 - (b) The Erosion and Sediment Control Plan s not being implemented in a good faith.
 - (c) The conditions of the permit are not being met.
- (2) If the responsible party does not cease activity as required in a stop work order posted under this section or fails to comply with the Erosion and Sediment Control Plan or permit conditions, the Building Inspector or City Engineer may revoke the permit.
- (3) If the responsible party, where no permit has been issued or the permit has been revoked, does not cease the activity after being notified by the Building Inspector or City Engineer, or if a responsible party violates a stop work order posted under Sub. (1), the Building Inspector or City Engineer may request the City Attorney to obtain a cease and desist order in any court

with jurisdiction.

- (4) The Building Inspector or City Engineer may retract the stop work order issued under Sub. (1) or the permit revocation under Sub. (2).
- (5) After posting a stop work order under Sub. (1), the Building Inspector may issue a notice of intent to the responsible party of its intent to perform work necessary to comply with this ordinance. The Building Inspector or City Engineer may go on the land and commence the work after issuing the notice of intent. The costs of the work performed under this subsection by or at the direction of the Building Inspector or City Engineer, plus interest at the rate authorized by the Building Inspector or City Engineer shall be billed to the responsible party. In the event a responsible party fails to pay the amount due, the clerk shall enter the amount due on the tax rolls and collect as a special assessment against the property pursuant to Subch. VII of Ch. 66, Wis. Stats.
- (6) Any person violating any of the provisions of this ordinance shall be subject to a penalty as provided in §25.04 of this code and the costs of prosecution for each violation. Each day a violation exists shall constitute a separate offense.
- (7) Compliance with the provisions of this ordinance may also be enforced by injunction in any court with jurisdiction. It shall not be necessary to prosecute for forfeiture or a cease and desist order before resorting to injunctive proceedings.

14.31 APPEALS.

- (1) **BOARD OF ZONING APPEALS.** The board of zoning appeals created pursuant to Sec. 1.17 of the city's ordinance pursuant to §62.23(7)(e), Wis. Stats.:
 - (a) Shall hear and decide appeals where it is alleged that there is error in any order, decision or determination made by the Building Inspector or City Engineer in administering this ordinance except for cease and desist orders obtained under Sec. 14.30(3).
 - (b) Upon appeal, may authorize variances from the provisions of this ordinance which are not contrary to the public interest and where owing to special conditions a literal enforcement of the provisions of the ordinance will result in unnecessary hardship; and
 - (c) Shall use the rules, procedures, duties and powers authorized by statute in hearing and deciding appeals and authorizing variances.
- (2) **WHO MAY APPEAL.** Appeals to the Board of Zoning Appeals may be taken by any aggrieved person or by any office, department, board, or bureau of the City of Baraboo affected by any decision of the Building Inspector or City Engineer.

14.32 SEVERABILITY. If a court of competent jurisdiction judges any section, clause, provision, or portion of this ordinance unconstitutional or invalid, the remainder of the ordinance shall remain in force and not be affected by such judgment.

14.33 EFFECTIVE DATE. This ordinance shall be in force and effect from and after its adoption and publication. The above and foregoing ordinance was duly adopted by the Common Council of the City of Baraboo on the 25th day of August, 2015.

Robkin spoke against the ordinance reducing the minimum from 4000 sq ft to 0 since it requires a permit for plantings in flower beds, as an example. Moved by Robkin, seconded by Ellington to return this item to the Public Safety Committee for further review. Roll Call: Ayes: Robkin, Ellington, Plautz, Sloan Nays: Thurow, Wedekind, Kolb, Petty, Alt Motion failed.

Engineer Pinion offered to check with the DNR for sample language on a minimum for requiring a permit and bring this back at the next meeting.

Moved by Kolb, seconded by Wedekind, and carried to postpone the first reading until the next meeting - 9 ayes.

Ordinance No. 2430 was introduced and read for the first time:

Ordinance No. 2430

1. Section 17.18(4)(d), Code of Ordinances, is amended as follows:

17.18 ESTABLISHMENT OF DISTRICTS AND INCORPORATION OF ZONING DISTRICT MAP

(4) DISTRICT BOUNDARIES AND MAP AMENDMENTS.

(d) Planned Unit Developments. The following Planned Unit Developments are approved and incorporated into the zoning map: 2015-01.

2. The attached General Development Plan / Specific Implementation Plan is approved as Planned Unit Development 2015-01.

3. This Ordinance shall take effect upon passage and publication as provided by law.

Moved by Wedekind, seconded by Petty, and carried that the Ordinance take its regular course and that the language be amended to restrict hours of access to storage lockers from 8 a.m. to 10 p.m.- 9 ayes.

Engineer Pinion explained that owners of 219 1st Street want to turn the building into a multi-use building: bakery, retail store and indoor climate controlled storage lockers. The underlying zoning is B-1 and there is no requirement for off-street parking in the zoning code. There is on street, off street and off-alley parking available to the proposed business. The Plan Commission recommended the PUD for these specific uses.

MAYOR, ADMINISTRATOR, AND COUNCIL COMMENTS

Ald. Thurow reported on a contract for transporting patients for MRI Services. They are looking at another ambulance and trying to sell one.

Adm. Geick reported on the City's equalized values and provided new information received from the State that shows a 2% increase in values over the prior year or about \$16M.

The idea of a USDA loan application was reviewed with the Finance Committee. The 40 year loan is a good option for us to review to afford the Public Safety building.

The Mayor reported that the public mural project started and has been a huge success.

REPORTS and MINUTES

The City officially acknowledges receipt and distribution of the following:

Baraboo Economic Development Commission

July 9, 2015

I. Call to Meeting to Order and Note Compliance with Open Meeting Law

Chairperson Greg Wise called the meeting to order at 6:00 PM in dining room of the Driftless Glen Restaurant, 300 Water St., Baraboo, WI. The meeting was properly noticed in compliance with Wisconsin State Statutes.

II. Roll Call & Approve Agenda

Present: Wise, Burgi, Umhoefer, Bowers, Palm, Stauffacher, Taylor
Absent: Alt, Ayar
Other: Ed Geick, Carolyn Wastlund, Meg Allen, Patrick Cannon

III. Approve Minutes

Motion to approve the minutes as presented for June 4, 2015

Umhoefer (1); Taylor (2)

Aye: All via voice vote

Nay: None

IV. Public Comment

None

**V. Presentation and Discussion: Economic Development Partners
Brian & Renee Bemis - Owners Driftless Glen Restaurant**

Mr. & Mrs. Bemis gave an over view of their operation. The restaurant has been open for several months and the distillery has begun production. They discussed their goal of making the restaurant a destination for people to travel to for both a tour and food. They briefly outlined their marketing plan for reaching this goal.

They indicated that they would like to see some additional "clean-up" of businesses in the area. They felt this would help to attract additional business in this area.

They also indicated that they would like to see the detention pond relocated so that more people could enjoy the outdoor dining experience by the river.

VI. Old Business

A. Update on Development Activities

City Administrator Ed Geick gave an update on the following items:

- a. Mr. Deppe is looking at a possible relocation of some of his businesses along South Blvd.
- b. The State Department of Revenue has shared an opinion that Wine Walks are not legal. Downtown Business leaders have begun action to help convince the State to again allow these types of events.
- c. The former hotel located on Water St. will be presenting before the Plan Commission their concept to renovate the apartments inside the building.

B. Update on the Plan Commission and Council

Mayor Palm indicated that the 2016 Budget timetable has been provided to the Elected Officials and staff. The projected date of passage is the last council meeting in November.

C. Updates from economic development partners and collaborators

Ms. Wastlund indicated that the CDA has awarded a contract for the exterior work to be completed at Donahue Terrace. In addition, the CDA has awarded several bids to complete the work to renovate a single family home at 620 Second Ave.

VII. New Business

A. Update on Economic Development Plan:

Chairperson Wise gave an update on the progress of the draft plan. Along with the Mayor and city staff, he has been working on revisions to the plan document. The plan includes three areas of action. The plan outlines how these areas will be addressed.

Mayor Palm indicated that most likely the City will no longer be a member of SCDC. Several other communities in Sauk County have already indicated that they will no longer be an active member.

B. Update on Partner Presentation Schedule

UW-Baraboo/Sauk County campus Dean Dr. Tracy White has agreed to be our speaker for the August meeting. The meeting will be held at Campus. Aural Umhoefer will be securing a room for the meeting.

Mayor Palm requested that the SCORE program be added as a speaker in November.

Commissioner and City Staff comments

Mayor Palm indicated that Sandy Anderson had been formally recognized by the City Council for her efforts on BEDC for the past years.

VIII. Adjournment

A motion was made to adjourn the meeting at 7:45 PM.

Stauffacher (1); Taylor (2)

Aye: All via voice vote

Nay: None

Members Absent: Mark Tully

Others Attending: Mayor Mike Palm, City Administrator Ed Geick, Morgan McArthur, Bernie & Susan Poff, Gene Robkin, Mary Hultman

Call to Order: 8:00AM

Agenda: Moved by R. Robkin, seconded by Stelling, and unanimously carried to approve the agenda as published.

Minutes: No action taken.

New Business:

Possible Board Members:

Jennifer Fox	Joe Colossa	Larry McCoy
Morgan McArthur	Arlene Began	Mayor Palm

Moved by Stelling, seconded by R. Robkin, and unanimously carried to appoint new Board Members.

New Board Members Appointed:

- Moved by Palm, seconded by McArthur, and unanimously carried to elect Bekah Stelling as chair.
- Moved by Stelling, seconded by R. Robkin, and unanimously carried to elect Ed Geick as treasurer.

Mural:

Mayor Palm explained mural details and talks with Century Link. The mural contract will be run thru BID. Ed will talk with Lori Laux about account.

Moved by Stelling, seconded by Palm, and unanimously carried to approve letter and partnership with BID.

- Bekah Stelling will contact Andy at Baraboo Tent & Awning regarding aluminum frame.

Moved by R. Robkin, seconded by Stelling, and unanimously to award contract to Bernie Poff and not to exceed \$25,000 without board approval.

- Start date for mural is August 7, 2015.
- Summerset at Al Ringling Mansion is August 22.
- Circus World – September (date to be set later)
- Mayor Palm will talk to Scott for September date.
- Bekah Stelling will talk with Loren Love and Baraboo Tent & Awning
- Maggie Poff, Bernie's daughter will help manage the mural project.
- Morgan McArthur will check with Tim Stieve regarding posts for mural.
- Bekah Stelling will call Buddy Huffaker about donation and event involving Aldo Leopold Foundation.
- Mayor Palm will call Kurt about changing bank account.
- Discussion of using first event for sign painting demonstration. Get local merchant support. Use as a fundraiser.
- Do Welcome to Baraboo sign at first event along with a second sign. (1.5 hours/sign)

Mural Subcommittee: Bekah Stelling, Morgan McArthur and Mayor Palm.

Moved by Stelling, seconded by McArthur, and carried unanimously to appoint subcommittee members.

Next regular meeting will be held on Thursday, August 27, 2015

Adjourn: 9:17AM.

Finance/Personnel Committee – Council Chambers

July 28, 2015

Members Present: Petty, Sloan and Thurow

Absent: none

Others Present: M. Palm, C. Giese, E. Geick, and others

Call to Order –Ald. Petty called the meeting to order at 6:30 p.m. noting compliance with the Open Meeting Law. Moved by Thurow, seconded by Sloan to adopt the agenda and carried unanimously. Moved by Sloan, seconded by Thurow to approve the minutes of July 14, 2015. Motion carried unanimously.

Accounts Payable – Moved by Thurow, seconded by Sloan to recommend Council approval of the accounts payable for \$631,372.04. Motion carried unanimously.

CDA Trust Fund Loan – Pat Cannon discussed bids that \$139,900 for painting at Donahue Terrace. They would like to fund the project with a mortgage revenue loan from the State Trust fund. The exposure to the City is if the CDA would fail to make their payments, the State would intercept Shared Revenues. The City is the applicant and the loan is passed through to the CDA. The term is 5 years and payments would be \$35,000 per year with no prepayment penalty. Moved by Sloan, seconded by Thurow and carried unanimously to recommend to Council for action.

Committee Comments: None.

Adjournment – Moved by Thurow, seconded by Sloan and carried to adjourn. Motion carried, meeting adjourned at 6:43 p.m.

Copies of these meeting minutes are on file in the Clerk's office:

District Ambulance	6-24-15	District Ambulance Ad Hoc Finance	6-24-15
SCDC	5-18-15, 6-18-15	Police & Fire Comm.	6-15-15
Emergency Management	7-23-15	Plan Commission	7-21-15
CDA Finance Comt	7-7-15	CDA Executive Comt	7-7-15
CDA Board	7-7-15	BID Board	7-15-15

CLOSED SESSION

Moved by Wedekind, seconded by Kolb and carried unanimously to convene into closed session per SS19.85(1)(c) to consider compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and (e) to deliberate or negotiate the purchase of public properties, or the investment of public funds. (City Administrator evaluation and compensation)(possible property acquisition)

The Council heard reports about the Police contract negotiations. No action was taken.
The Council heard a report on two properties offered to the City for sale. No action was taken.
The Council heard a report on performance and compensation for the City Administrator.

OPEN SESSION

Moved by Alt, seconded by Ellington and carried on a unanimous roll call vote to return to Open Session as per WI Stats 19.85(2) to address any business that may be the result of deliberations made in Closed Session.

Resolution No. 15-50

That the City Administrator's salary be increased by 2%.

Moved by Petty, seconded by Kolb, and carried that **Resolution No. 15-50** be approved -9 ayes.

ADJOURNMENT

Moved by Kolb, seconded by Sloan, and carried on voice vote, that the meeting adjourn.

Cheryl M. Giese, Clerk-Finance Director