

AGENDA FOR THE PLAN COMMISSION

Members noticed must notify the person who prepared agenda (see below) at least 24 hours before the meeting as to whether they will not be able to attend this meeting.

Date and Time: Tuesday, August 18, 2015, **5:15 PM**
Location: Council Chambers, Municipal Building, 135 4th Street, Baraboo, Wisconsin
Plan Comm Notices: Mayor Palm, P. Wedekind, D. Thurow, R. Franzen, P. Liston, J. O'Neill, T. Kolb, K. Fitzwilliams
Others Noticed: T. Pinion, E. Geick, E. Robkin, M. Reitz, Bill Wenzel, Bernie Lange, Richard Fritz, Library, and Media.

PETITIONERS OR REPRESENTATIVES MUST BE PRESENT OR SUBJECT WILL NOT BE HEARD BY THE COMMISSION!

1. **Call to Order**
 - a. Note compliance with the Open Meeting Law.
 - b. Approve agenda.
 - c. Approve July 21st, 2015 meeting minutes.
2. **Public Invited to Speak** (Any citizen has the right to speak on any item of business that is on the agenda for Commission action if recognized by the presiding officer.)
3. **New Business**
 - a. Review and approve a two-lot Certified Survey Map for Patrick Milligan, for a 03.59-acre parcel of land located on the northeast corner of Mulberry Street and Grove Street, in the NW ¼ of the SW ¼, Section 1, T11N, R6E in the City of Baraboo, Sauk County, Wisconsin.
 - b. Request by Richard Fritz, managing member of 232 Water Street, LLC, to review a GDP&SIP in accordance with Steps 3 and 4 of the PUD Process to convert the existing commercial space on the first floor of the existing building at 232 Water Street into two residential dwelling units, (in addition to the existing four residential dwelling units on each of the 2nd and 3rd floors), located in a B-1 Central Business zoning district.
 - c. Request by Richard Fritz, a prospective buyer, to review a GDP&SIP in accordance with Steps 3 and 4 of the PUD Process to convert the existing vacant building in an R-1A zoning district to a 9-unit, 55-year and older, multi-family independent living complex at 125 9th Street, City of Baraboo, WI.
 - d. Review and recommendation of WNDR's updated Flood Insurance Study and the resulting revisions to the City's Floodplain Zoning Ordinance.
 - e. Review and recommendation of GROW Baraboo – 2015 Community and Economic Development Plan Update, presented by Greg Wise, BEDC Chair.

4. **Adjournment**

Phil Wedekind, Mayor Designee

Agenda prepared by Kris Jackson, 355-2730, Ext. 309
Agenda Posted by Kris Jackson on August 14, 2015

PLEASE TAKE NOTICE, that any person who has a qualifying as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format, should contact the Municipal Clerk, 135 4th St., or phone 355-2700, during regular business hours at least 48 hours before the meeting so that reasonable arrangements can be made to accommodate each request.

It is possible that members of, and possibly a quorum of members of, other governmental bodies of the City of Baraboo who are not members of the above Council, committee, commission or board may be in attendance at the above stated meeting to gather information. However, no formal action will be taken by any governmental body at the above stated meeting, **other than the Council, committee, commission, or board identified in the caption of this notice.**

FOR INFORMATION ONLY, NOT A NOTICE TO PUBLISH.

Minutes of Plan Commission Meeting July 21, 2015

Call to Order – Phil Wedekind called the meeting of the Commission to order at 5:15 PM.

Roll Call – Present were Phil Wedekind, Dennis Thurow, Roy Franzen, Pat Liston, and Jim O’Neill. Tom Kolb, and Kate Fitzwilliams were absent.

Also in attendance were Engineer Pinion, Administrator Geick, Ken Pierce, Bernie Lange, Richard Fritz, and Mark Lee.

Call to Order

- a. Note compliance with the Open Meeting Law. Wedekind noted compliance with the Open Meeting Law.
- b. Agenda Approval: It was moved by Liston to move Item A to the bottom of the agenda. Franzen seconded the motion and by voice the motion carried. It was moved by Liston, seconded by Franzen to approve the agenda with the proposed change. Motion carried unanimously.
- c. Minutes Approval: It was moved by O’Neill, seconded by Liston to approve the minutes of the June 16, 2015 meeting. Motion carried unanimously.

Public Invited to Speak (*Any citizen has the right to speak on any item of business that is on the agenda for Commission action if recognized by the presiding officer.*) There were no speakers.

New Business

- b. Review and approve a two-lot Certified Survey Map for Ken Pierce, Managing Member of Pierce’s Hereford Haven, LLC, for land in the City’s Extraterritorial Plat Approval Jurisdiction, located on the north side of Hatchery Road approximately ¼ mile west of Lover’s Lane, in the SW¼ of the SW¼ and the SE¼ of the SW¼, Section 33, T12N, R6E in the Town of Baraboo, Sauk County, Wisconsin – Engineer Pinion stated that Mr. Pierce is in attendance and has been to the Town Board for the approval of what he trying to accomplish. He said that Pierce has 34.77 acres south of the railroad tracks and the CSM shows two lots, one lot wraps around the other one, Lot 2 is a 2-acre parcel, which meets all the criteria in the City’s Land Division and Platting Code. He said that the Town has favorably reviewed the CSM. I was moved by Liston, seconded by Thurow to approve the CSM as presented. On roll call vote for the motion, Ayes – Thurow, Franzen, Liston, O’Neill, Wedekind Nay – 0, the motion carried unanimously.
- c. Request by Richard Fritz, managing member of 232 Water Street, LLC, to review a Conceptual Development Plan in accordance with Step 2 of the PUD Process to convert the existing commercial space on the first floor of the existing building at 232 Water Street into three residential dwelling units, (in addition to the existing four residential dwelling units on each of the 2nd and 3rd floors), located in a B-1 Central Business zoning district - Pinion said that most recently the first floor of this building was home to the Panache Academy of Beauty and the second and third floors are currently housing four independent residential units on each floor. He said when they first met the talk was to add three residential units on the first floor; however, they are now showing revised concept, showing only two units on the first floor with some common egress and then perhaps an office space. He said the reason it is before the Commission in this format is because it is zoned B-1, which doesn’t allow residential dwellings on the first floor of any dwellings unless it is located south of the river. He said that this is not permitted use or a conditional use; therefore, in order to accomplish what Fritz would like to do, if it is favorably reviewed by the Committee, he would pursue a PUD zoning designation. This would allow the City to be a little more flexible with the uses, but it also allows us to restrict it to the use, and only the use that is being proposed. Richard Fritz said that their original plan was for three units; however, they realized that two exits were required for each apartment and the only way to do this would be by adding something outside of the building, which they felt this would not be aesthetically pleasing. Fritz and Lange then gave a detailed presentation of their proposal to the Commission. What was the consensus of the Commission the Fritz move forward with his plans to expand the building from eight residential rental units to ten.
- d. Request by Richard Fritz, a prospective buyer, to review a Conceptual Development Plan in accordance with Step 2 of the PUD process to convert the existing vacant building in an R-1A zoning district to a 55-year and older multi-family independent living complex at 125 9th Street, City of Baraboo, WI – Pinion said that this is the former Elizabeth Reese Memorial Home on the corner of 9th and Ash. He said that the City has had several people approach the City at the conceptual review phase of the PUD process. Mr. Fritz has indicated that his demand exceeds his current supply for apartment units and he has looked at this facility and is prepared to restore it to a multi-family residential used. Pinion said that when the Commission reviewed the last proposal from Mike Muscanero one concern was the lack of legitimate cooking facilities in each living unit and Fritz has recognized this and expressed a willingness to install a small electric stove in each unit. He said that the facility would be eight units, the manager’s apartment would stay and other modifications would be made. Fritz said that with this neighborhood he feels that 55-years and older should be there and he is hoping that there are enough single, widows, or widowers looking for a nice one-bedroom. He said that each unit would have one bedroom, kitchen, with cooking facilities, and nice big bathroom. He said that a family of two

people in the back for watching over the property, or divide it into two apartments. He said that he plans on installing new windows, cutting some trees, and putting parking in the back to the northwest for another for cars, so there will be parking for eight to ten cars. He did say that they have to do something regarding the water problem coming off the hill and down the street. He said that he really doesn't see any problems with it, 55-year and older have a nice place to live, a garden, parking, nice neighborhood to walk, and close to downtown. He said that they will be repainting everything; re-carpet everything, the entryway to all the unit will be pushed out to make room for the stoves. Liston said that the last time this was reviewed parking was and issued and asked if this was being addressed. Pinion said that Fritz recognizes the need and has expressed the willingness to provide sufficient parking for this. Fritz then presented his parking concept to the Commission; he envisions a minimum of ten cars to be able to park in the back. Liston recommended that Fritz reach out to the neighbors for input. O'Neill agreed with Liston regarding reaching out to the neighbors. Pinion said that if they proceeds there will be a formal public hearing and homeowners within 200-feet receive a formal notification of the hearing request. Pinion said that he would share the list with Fritz and suggest that he invite them to the site and let them know the plans. Franzen expressed concern on how Fritz would keep the property up so that it would maintain the integrity of the neighborhood. Fritz said that at this time he owns half a dozen properties in the City and he has a lawn service that takes care of them. Liston said that he is satisfied that Fritz does a quality product and has no concerns. Lange felt that it would be a good idea to bring photos and talk about the approach and philosophy. It was the consensus of the Commission that Fritz moves forward with his proposed project. Pinion said that at next month's meeting it will be a combined GDP and SIP (general development plan and specific implementation plan), and if that is favorably reviewed then it moves to the Council for the formal zoning. Fritz asked if he should hold the neighborhood open house before the next meeting and it was felt that it would be better to meet with the neighbors before the next meeting.

- e. Request by Diana Lee, managing member of MarchHare Bakery, LLC to review a GDP&SIP in accordance with Steps 3 and 4 of the PUD Process to convert the existing vacant commercial building at 219 1st Street (former home to the Baraboo News Republic) into a mixed-use commercial facility that will include a bakery, collectible shop, and climate controlled storage lockers, located in a B-1 Central Business zoning district – Diana and Mark Lee then introduced themselves to the Commission. Pinion said that this is an existing building; the footprint isn't changing so this is being advanced to the GDP&SIP. Lee said that the building has been vacant for five years; they purchased it in March and wish to develop it. Lee then gave a presentation of the existing floor plan of the building. He said that they would like to develop the property into a multi-use building. He said that his wife has a bakery and their plan is to convert the existing kitchen into a commercial kitchen, and then eventually put in a small bakery shop. He then said that they would remove a wall and create a collectible shop and then have indoor secure storage locker units. He said that the basement is approximately 2900 square feet and then proposed plan is to convert it into single-tenant commercial storage areas. Liston questioned the moratorium on mini storage units in the City from 4 or 5 years ago, and asked if because this is an existing building that it would not apply. Pinion thought that is correct because the City regulates self-storage rental sheds, like the large mini-warehouses; however, this is close to a warehouse type of use, but it is really an unlisted use as an indoor storage locker. Liston said that doesn't have a problem with the use; however, he would like an opinion from Attorney Reitz that this doesn't violate the condition that there are no new mini storage units in the City. Pinion said that he would confirm that with Reitz. Liston asked with the action of the Commission was required. Pinion stated that if the Commission felt that this is a good idea then they would make a recommendation that the Council approves the PUD zoning; a public hearing would be scheduled for rezoning before the Council. It was moved by Liston that the Council approve the PUD zoning, conditioned upon confirmation by Attorney Reitz that this would not violate City Code regarding new mini storage units. Franzen seconded the motion. On roll call vote for the motion, Ayes – Franzen, Liston, O'Neill, Wedekind, and Thurow. Nay – 0, and the motion carried.
- a. Review and recommendation concerning the need to include a time restriction in the definitions for a single-family dwelling and two-family dwelling in the City of Baraboo Zoning Code – Pinion said that this is regarding an article that caught his eye regarding single-family residential dwelling being used as "vacation homes". This is food for thought for the Commission. He said that if this is something that the Commission feels warrants further consideration, they may direct Reitz and Pinion to draft an appropriate ordinance amendment for formal consideration at a future meeting. It was the consensus of the Commission that staff drafts an appropriate amendment.

Adjournment - It was moved by Liston and seconded Franzen to adjourn at 6:00 p.m. The motion carried unanimously.

Phil Wedekind,
Mayor Designee

PLAN COMMISSION ITEM SUMMARY

August 18, 2015

SUBJECT: REVIEW AND APPROVE A TWO-LOT CERTIFIED SURVEY MAP FOR PATRICK MILLIGAN, FOR A 03.59-ACRE PARCEL OF LAND LOCATED ON THE NORTHEAST CORNER OF MULBERRY STREET AND GROVE STREET , IN THE NW ¼ OF THE SW ¼, SECTION 1, T11N, R6E IN THE CITY OF BARABOO, SAUK COUNTY, WISCONSIN.

SUMMARY OF ITEM (A): Mr. Milligan is subdividing his 0.59-acre lot on Mulberry Street to create a new buildable lot.

COMPLIANCE/NONCOMPLIANCE:

Pursuant to Chapter 18 – *Subdivision and Platting*, I have found the CSM to be complete and have reviewed it for compliance with the ordinance.

ACTION: Approve/Conditionally Approve / Deny the CSM

SUBJECT: REQUEST BY RICHARD FRITZ, MANAGING MEMBER OF 232 WATER STREET, LLC, TO REVIEW A CONCEPTUAL DEVELOPMENT PLAN IN ACCORDANCE WITH STEP 2 OF THE PUD PROCESS TO CONVERT THE EXISTING COMMERCIAL SPACE ON THE FIRST FLOOR OF THE EXISTING BUILDING AT 232 WATER STREET INTO THREE RESIDENTIAL DWELLING UNITS, (IN ADDITION TO THE EXISTING FOUR RESIDENTIAL DWELLING UNITS ON EACH OF THE 2ND AND 3RD FLOORS), LOCATED IN A B-1 CENTRAL BUSINESS ZONING DISTRICT.

SUMMARY OF ITEM (B): This is final review of the GDP & SIP.

The petitioner would like to convert the existing vacant commercial space (most recent tenant was the Pinache Academy of Beauty) on the first floor of the three-story (Ringling Hotel) building at 232 Water Street to two apartment units. The upper two floors were previously converted to 4 apartment units per floor. The property is zoned B-1, which is a Central Business zoning classification, and only allows residential dwelling units above the first floor; hence the reason for requesting a PUD zoning overlay.

Since this request pertains to a fully-developed site and the existing buildings, the GPD and SIP are combined into a single review. The GPD/SIP for this project consists of the floor plans for the 1st, 2nd, and 3rd floors of the existing building rather than any formal plans that would ordinarily be submitted for a new development. If approved, the petitioner will need state-approved plans prior to starting any construction.

COMPLIANCE/NONCOMPLIANCE:

Pursuant to Section 17.36B – *Planned Unit Developments*, I have found the application to be complete and have reviewed it for compliance with the ordinance.

ACTION: Approve, Conditionally Approve / Deny the combined GDP/SIP.

ACTION: Forward to Common Council for a Public Hearing on the Re-Zoning with a recommendation to Approve the Planned Development overlay district.

SUBJECT: REQUEST BY RICHARD FRITZ, A PROSPECTIVE BUYER, TO REVIEW A CONCEPTUAL DEVELOPMENT PLAN IN ACCORDANCE WITH STEP 2 OF THE PUD PROCESS TO CONVERT THE EXISTING VACANT BUILDING IN AN R-1A ZONING DISTRICT TO A 55-YEAR AND OLDER MULTI-FAMILY INDEPENDENT LIVING COMPLEX AT 125 9TH STREET, CITY OF BARABOO, WI.

SUMMARY OF ITEM (C): This is final review of the GDP & SIP.

The petitioner is proposing to restore the existing building at 125 9th Street to its prior use as an independent living facility. Staff reviewed the proposed plan and has encouraged the prospective buyer to pursue a PUD designation in lieu of re-zoning the property to multi-family residential or commercial.

Since this request pertains to a fully-developed site and an existing building, the GDP /SIP have been combined into a single review. The GDP/SIP includes the floor plan for the existing building showing the minor modifications to each unit to equip each of them with a stove.

Mr. Fritz is proposing to make other miscellaneous cosmetic repairs to the building and add some off-street parking stalls off of the alley on the north side of the property. The site has 5 existing off-street stalls and room for an additional 3 cars in the existing garages. The Off-Street Parking regulations suggest 1.5 stalls for every unit for this type of use, which would equate to 14 stalls but Mr. Fritz is proposing to provide 1 stall per unit for a total of 9 stalls.

COMPLIANCE/NONCOMPLIANCE:

Pursuant to Section 17.36B – *Planned Unit Developments*, I have found the application to be complete and have reviewed it for compliance with the ordinance.

ACTION: Approve, Conditionally Approve / Deny the combined GDP/SIP.
ACTION: Forward to Common Council for a Public Hearing on the Re-Zoning with a recommendation to Approve the Planned Development overlay district.

SUBJECT: REVIEW AND RECOMMENDATION OF WNDR'S UPDATED FLOOD INSURANCE STUDY AND THE RESULTING REVISIONS TO THE CITY'S FLOODPLAIN ZONING ORDINANCE.

SUMMARY OF ITEM (D): This is strictly a housekeeping item. The WDNR commissioned a new floodplain study to incorporate flood storage areas in several parts of Sauk County. Although the new Study has no direct effect on the floodplain in the City of Baraboo, we do need to update our Floodplain Ordinance to reference the new Study. I have attached the first couple pages of our existing Floodplain Zoning Ordinance and highlighted these minor changes.

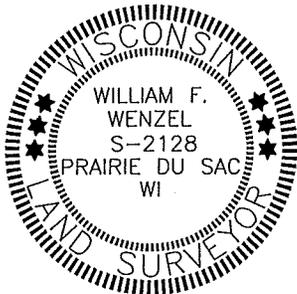
ACTION: Forward this matter to the Common Council with a recommendation to approve the updated Floodplain Zoning Ordinance.

SUBJECT: REVIEW AND RECOMMENDATION OF GROW BARABOO – 2015 COMMUNITY AND ECONOMIC DEVELOPMENT PLAN UPDATE, PRESENTED BY GREG WISE, BEDC CHAIR.

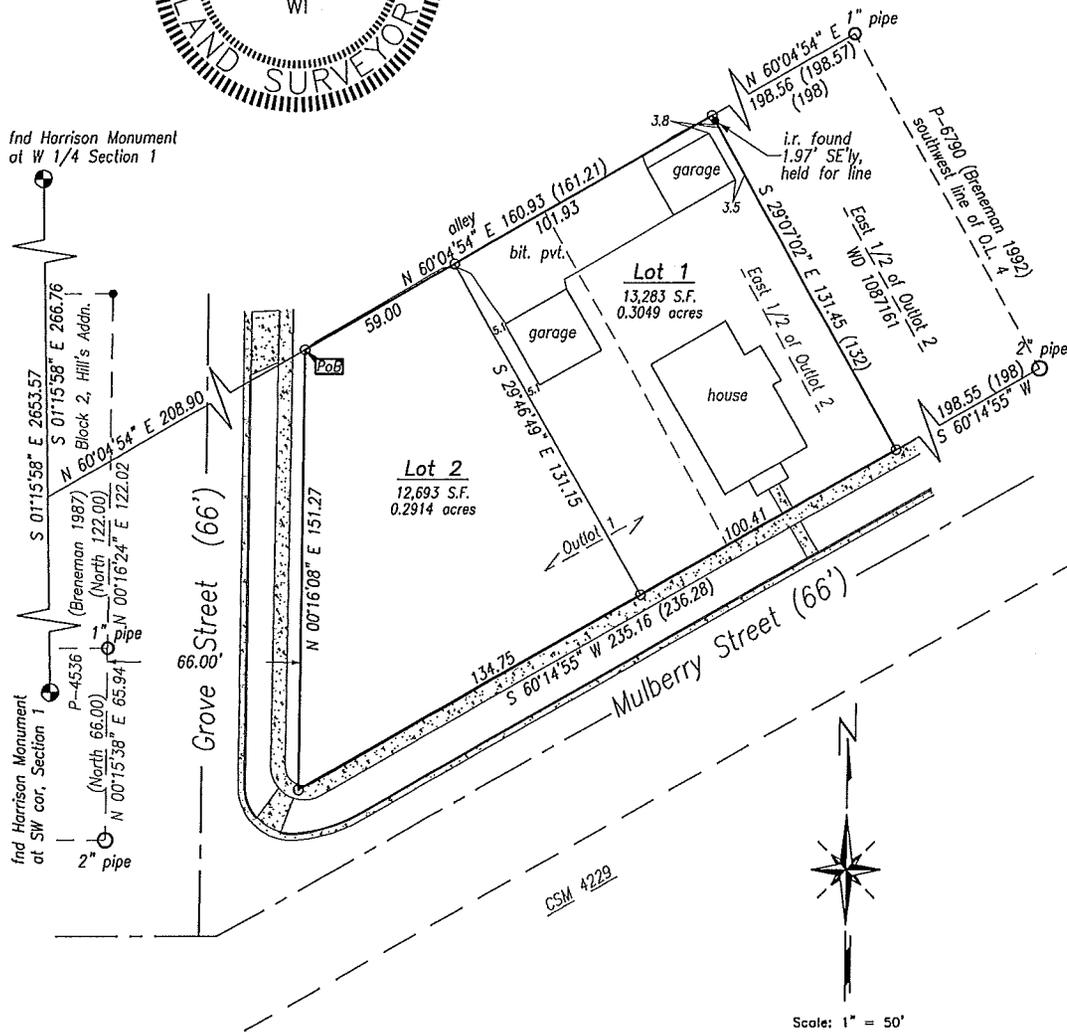
SUMMARY OF ITEM (E): BEDC has been working on updating our Community and Economic Development Plan over the past months. They have two listening sessions scheduled for Monday August 17th and will be looking for the Plan Commission's endorsement.

ACTION: Forward this matter to the Common Council with a recommendation to approve the updated Community and Economic Development Plan.

SAUK COUNTY CERTIFIED SURVEY MAP NUMBER _____
 Outlot 1 & the West 1/2 of Outlot 2, Block 5 of Outlots to Hills Addition to the City of Baraboo,
 located in the NW 1/4 of the SW 1/4, Section 1, Township 11 North, Range 6 East,
 City of Baraboo, Sauk County, Wisconsin.



- Legend**
- 3/4" iron rod found
 - iron pipe found as described
 - 3/4" x 24" iron rod set
 - () recorded as
 - ⊙ Sauk Co. Mon. found

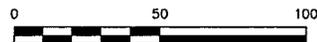


Find Harrison Monument
at W 1/4 Section 1

Find Harrison Monument
at SW cor, Section 1



Scale: 1" = 50'



Bearings referenced to the Sauk County Coordinate System, determined by GPS observation.
Distances in US Survey feet.

Prepared for:
Patrick Milligan
421 Mulberry Street
Baraboo, WI 53913

Date of Survey: July, 2015

ORION LAND SURVEYORS, LLC

290 Fifth Street
Prairie du Sac, WI 53578
(608) 643-8851

William F. Wenzel, RPS

Received for record this _____ day of _____,
2015 at _____ M. and recorded in volume _____
of Certified Surveys on page _____.

Register of Deeds _____ Sheet 1 of 2
CSM number _____

Document number _____

Surveyors Certificate

I, William F. Wenzel, Registered Professional Surveyor, hereby certify that I have surveyed, mapped, and divided the following described parcel of land:

That part of the Northwest 1/4 of the Southwest 1/4, Section 1, Township Eleven (11) North, Range Six (6) East, City of Baraboo, Sauk County, Wisconsin; more fully described as follows:

Commencing at the West 1/4 corner of said Section 1; thence South 01°15'58" East, 266.76 feet along the West line of said Section 1;

thence North 60°04'54" East, 208.90 feet to the northwest corner of Outlot 1, Block 5 of Outlots to Hills Addition to the City of Baraboo and the Point of Beginning; thence continuing North 60°04'54" East,

160.93 feet along the northerly line of said Outlot 1 and the West 1/2 of Outlot 2 to the Northwest corner of the East 1/2 of said Outlot 2;

thence South 29°07'02" East, 131.45 feet along the Southwesterly line of the East 1/2 of said Outlot 2 to the Northerly line of Mulberry Street;

thence South 60°14'55" West, 235.16 feet along said Northerly line to the Southwesterly corner of said Outlot 1; thence North 00°16'08" East, 151.27 feet along the westerly line of said Outlot 1 to the Point of Beginning, containing 0.5963 acres, more or less, and subject to and all other easements, rights-of-way, and restrictions of record.

and restrictions of record.

That such survey was performed at the direction of the owners and that this map is in full compliance with Chapter 236.34 of the Wisconsin Statutes and the Subdivision Ordinances of the City of Baraboo, and that this map is a true and correct representation of that survey to the best of my knowledge and belief.

William F. Wenzel, RPS.

Date

Owner's Approval

I hereby certify that I have caused the land described on this Certified Survey Map to be surveyed, divided, and mapped as represented on this Certified Survey Map. I also certify that this Certified Survey Map is required by Wisconsin s. 236.10 or 236.12 to be submitted to the City of Baraboo Plan Commission for approval or objection.

Patrick Milligan

Date

Personally came before me this ____ day of _____, 2015, the above named person, to me known to be the person who executed this instrument and acknowledged the same.

Notary Public _____ My commission expires _____

City of Baraboo Plan Commission Resolution

Resolved that this Certified Survey Map within the extraterritorial plat review jurisdiction of the City of Baraboo has been approved and accepted by the Plan Commission.

Michael Palm, Mayor

date

Thomas Pinion, City Engineer

date

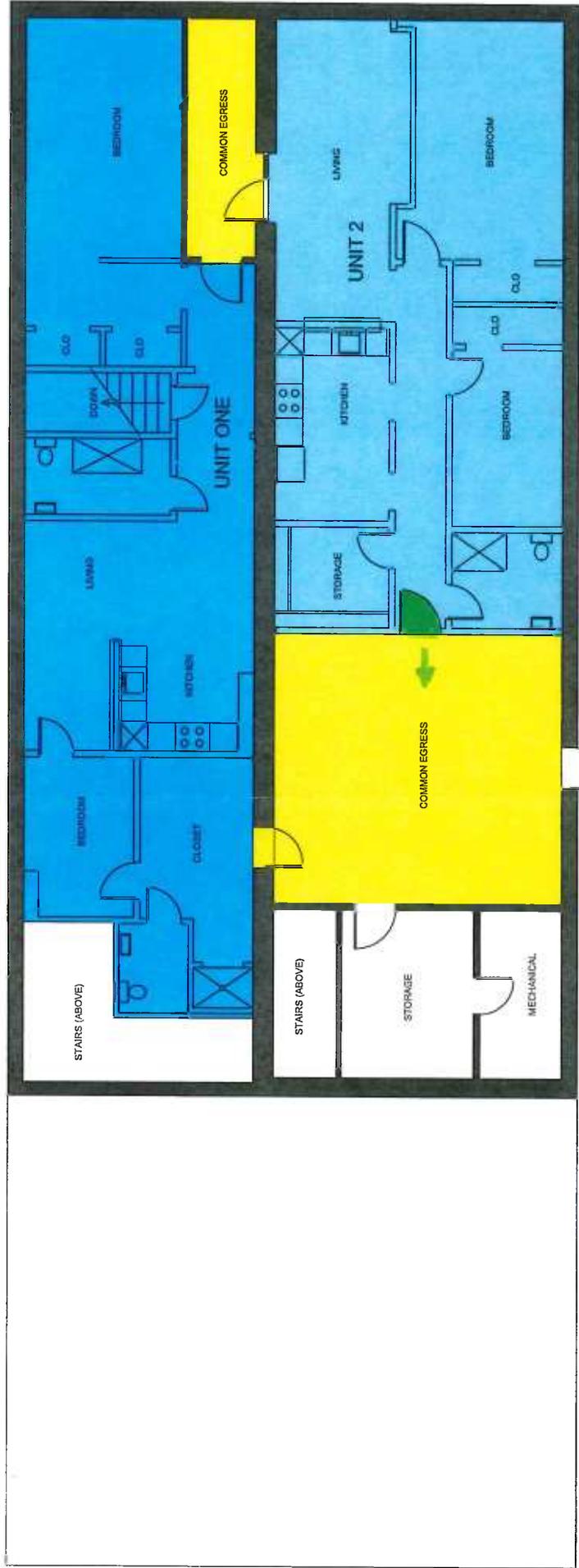
I hereby certify that the foregoing resolution has been adopted by the Plan Commission of the City of Baraboo, Wisconsin this ____ day of _____, 2015.

Cheryl Giese, City Clerk

date

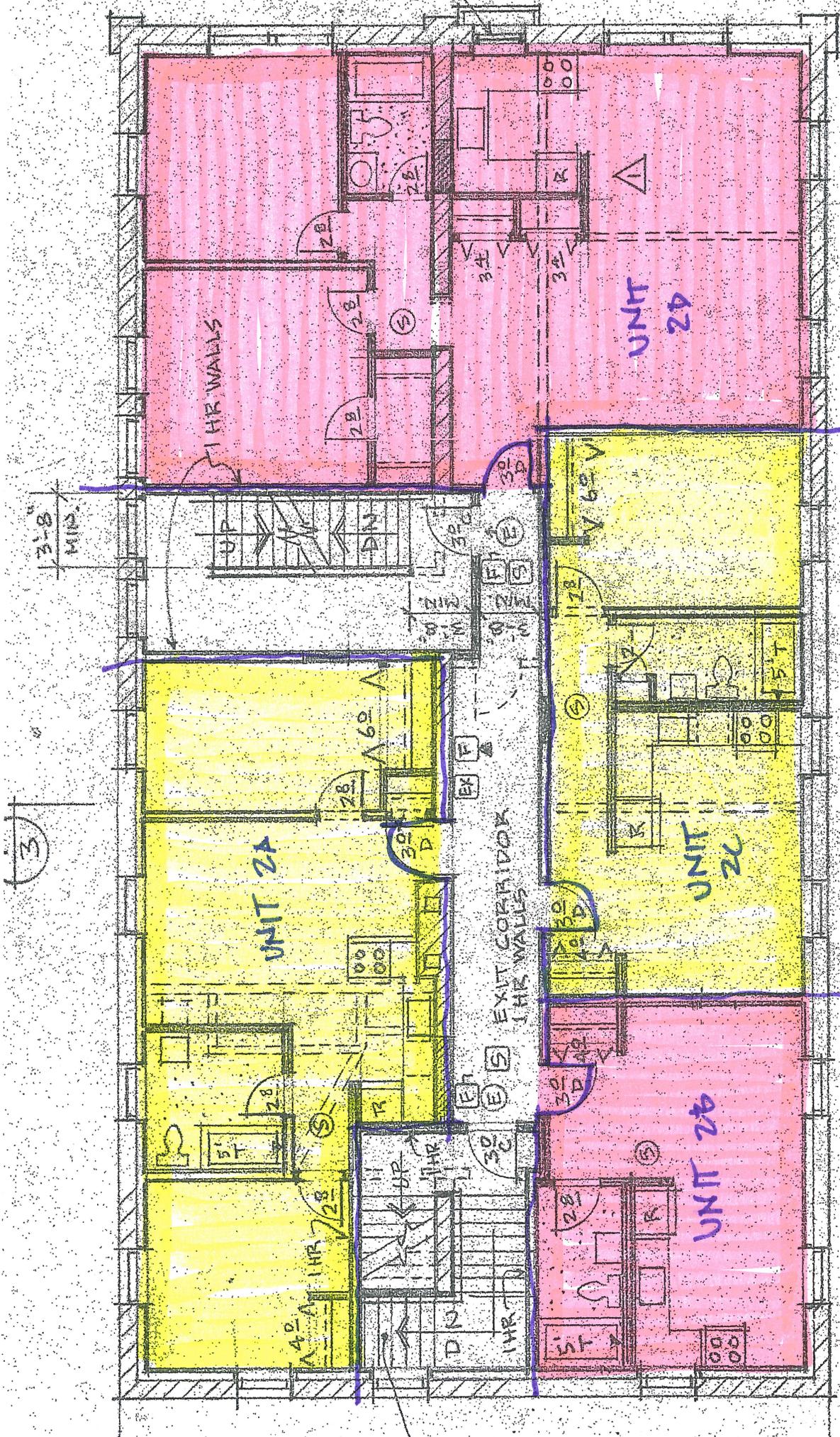


PROPOSED
FIRST FLOOR APARTMENTS



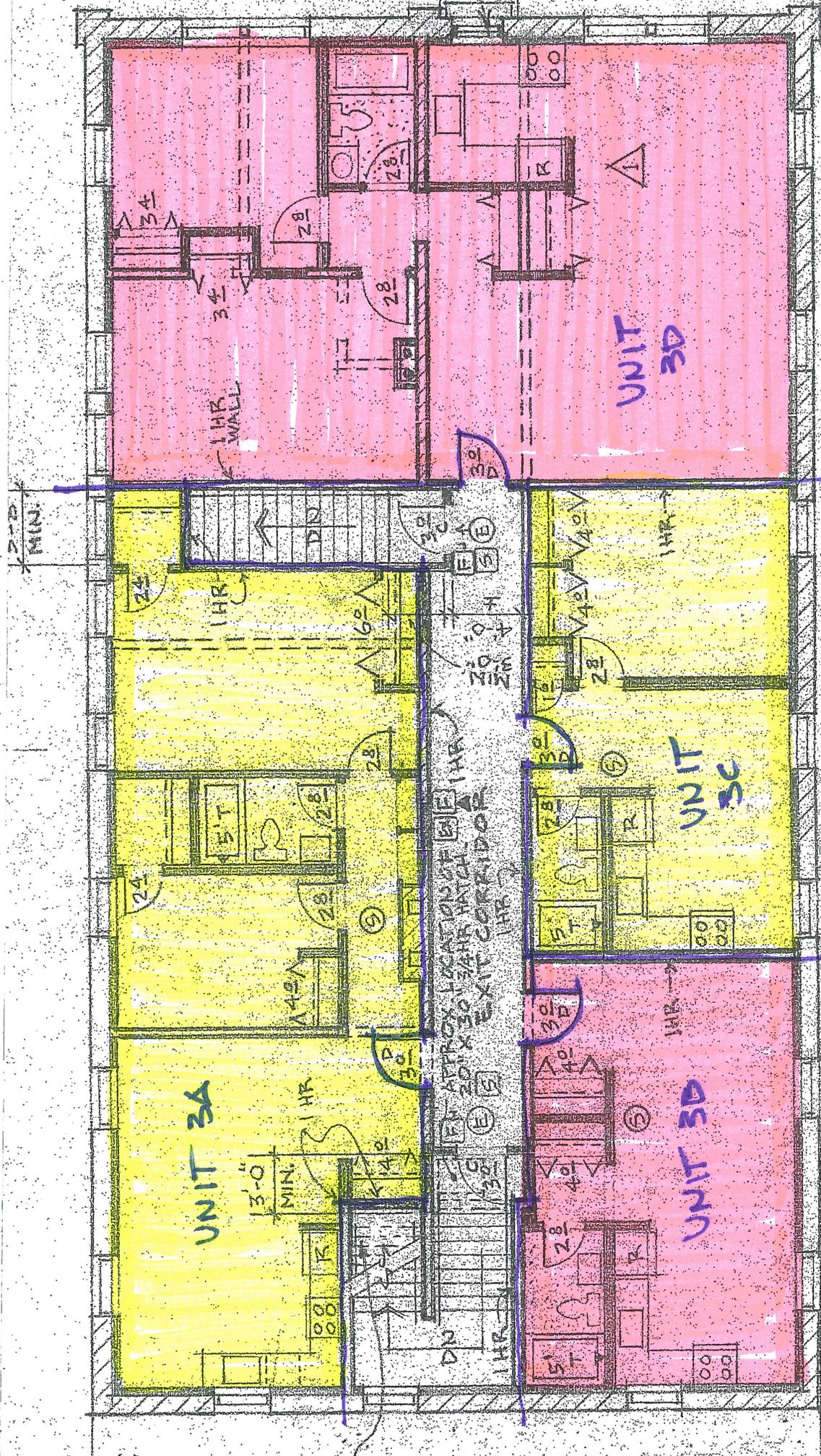
EXISTING RINGLING HOTEL BUILDINGS
232 WATER STREET - BARABOO, WI

07/21/2015



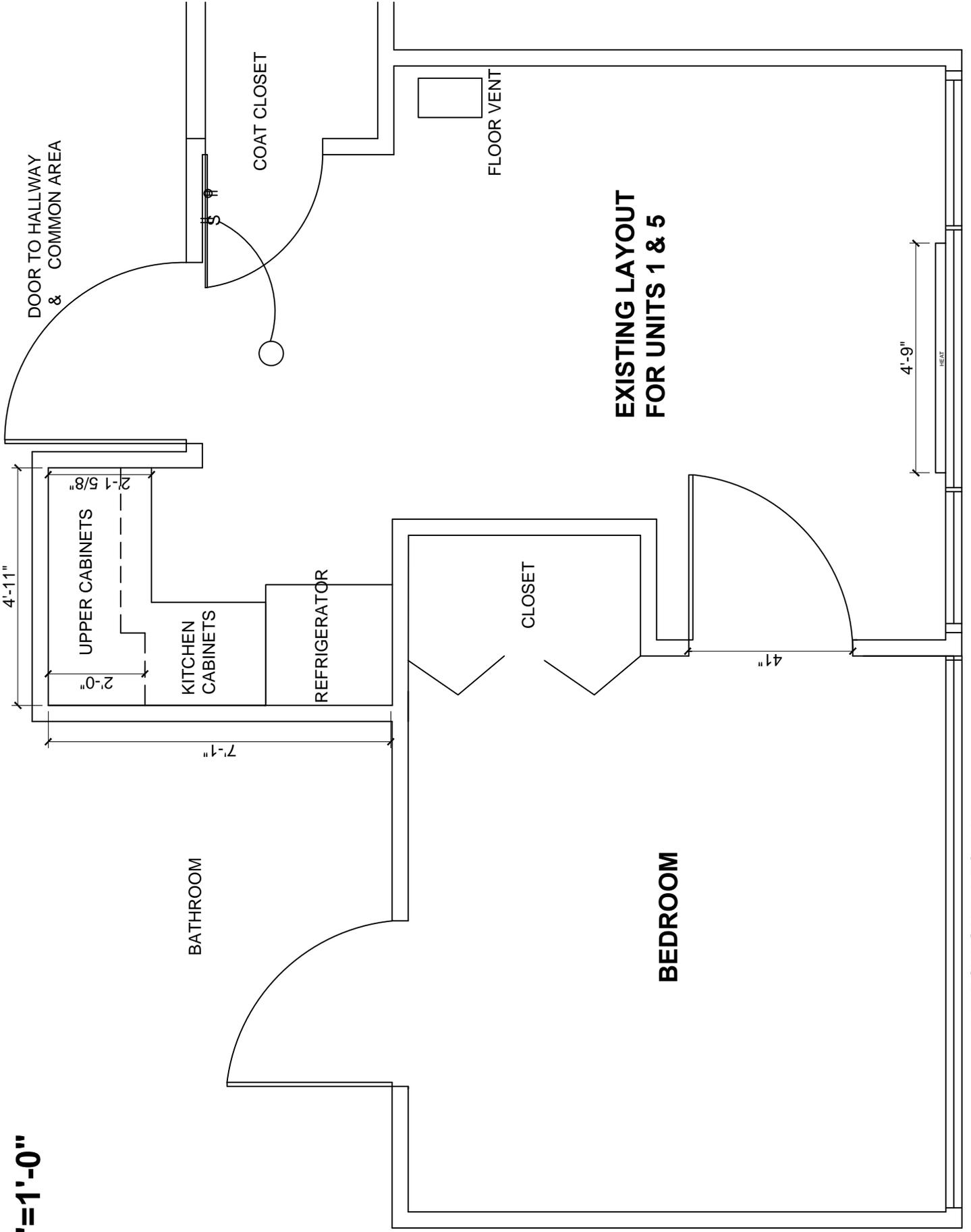
EXISTING: 2ND FLOOR





EXISTING: 3rd floor

3/8"=1'-0"



**EXISTING LAYOUT
FOR UNITS 1 & 5**

BATHROOM

**KITCHEN
CABINETS**

REFRIGERATOR

CLOSET

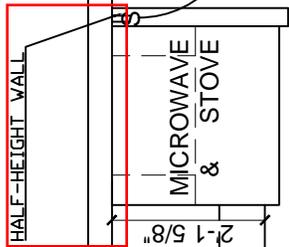
COAT CLOSET

FLOOR VENT

BEDROOM

WINDOW IS WALL TO WALL

3/8"=1'-0"



DOOR TO HALLWAY
& COMMON AREA

HALF-HEIGHT WALL

MICROWAVE
& STOVE

UPPER CABINETS

KITCHEN
CABINETS

REFRIGERATOR

COAT CLOSET

**CLOSET WALL
EXTENDED;
VESTIBULE ON
INSIDE RATHER
THAN IN HALLWAY**

UNITS 1 & 5

FLOOR VENT

CLOSET

BEDROOM

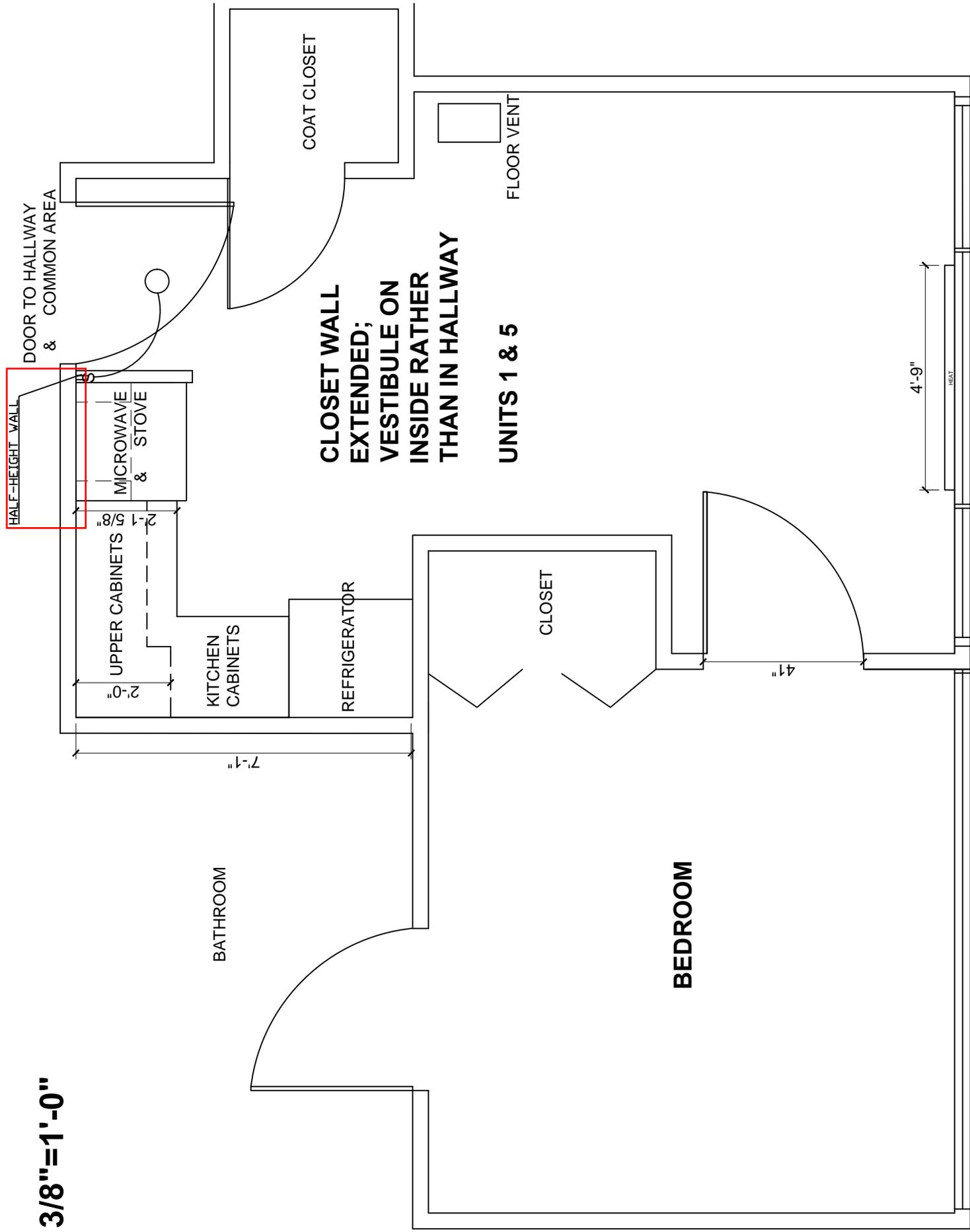
BATHROOM

4'-9"

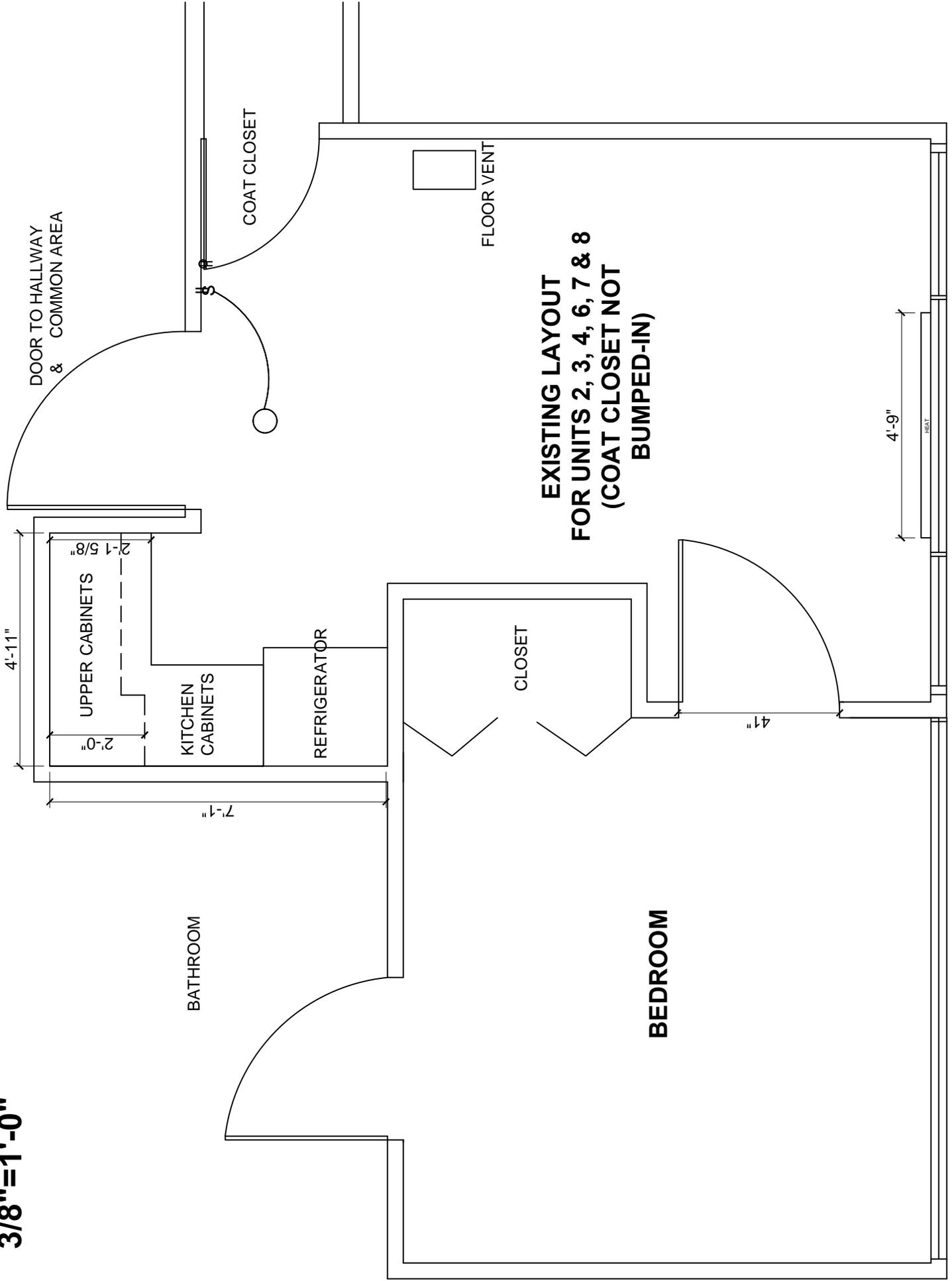
HEAT

WINDOW IS WALL TO WALL

41"

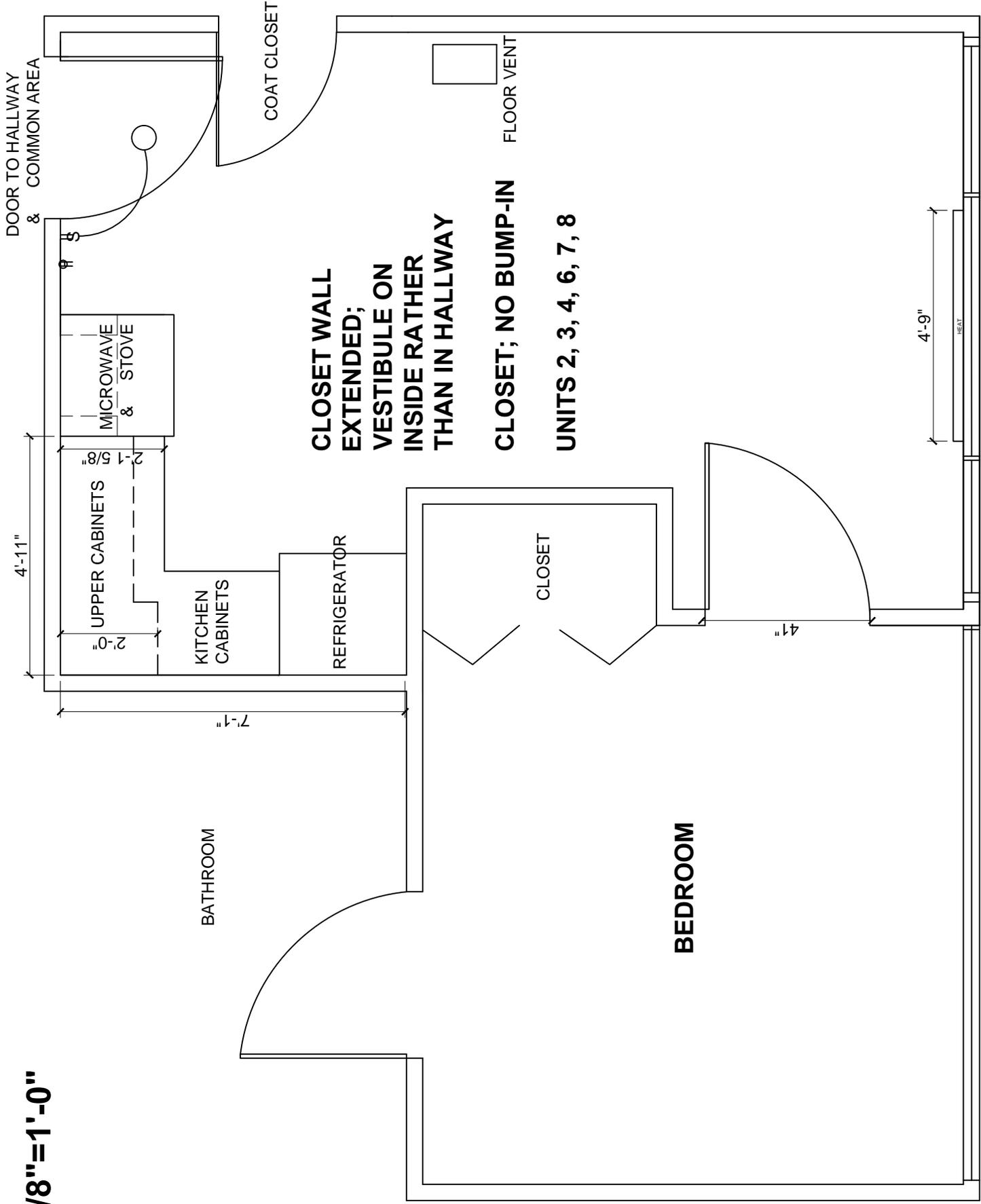


3/8" = 1'-0"



WINDOW IS WALL TO WALL

3/8"=1'-0"



NBO –

The City of Baraboo, Wisconsin

Background: The Wisconsin DNR and FEMA have produced a new Flood Insurance Study and corresponding Flood Insurance Rate Maps for all of Sauk County. These revisions govern development in mapped floodplain areas, including those within the City of Baraboo. Although the new Study did not result in any changes to the Flood Insurance Rate Maps for the City of Baraboo, the Ordinance must be revised to reflect the most current FIS to maintain eligibility in the National Flood Insurance Program.

These regulations are intended to protect life, health, and property in the floodplain areas and will govern land uses permitted in the mapped floodplains. Activities such as dredging, filling, excavating and building any structure are generally allowed, but may be restricted based on the particular flood zone designation of the property.

Fiscal Note: (check one) Not Required Budgeted Expenditure Not Budgeted **Comments:**

THE COMMON COUNCIL OF THE CITY OF BARABOO, WISCONSIN, DOES ORDAIN AS FOLLOWS:

- 1. Chapter 17, Subchapter II – Floodplain Zoning Ordinance is hereby repealed and recreated to read as follows:

See Attachment

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

Mayor’s Approval: _____

Clerk’s Certification: _____

I hereby certify that the foregoing Ordinance was duly passed by the Common Council of the City of Baraboo on the ___ day of August, 2015, and is recorded on page ___ of volume _____.

City Clerk: _____

SUBCHAPTER II: FLOODPLAIN ZONING ORDINANCE

17.66 FLOODPLAIN ZONING ORDINANCE

1.0 STATUTORY AUTHORIZATION, FINDING OF FACT, STATEMENT OF PURPOSE, TITLE AND GENERAL PROVISIONS

1.1 STATUTORY AUTHORIZATION

This ordinance is adopted pursuant to the authorization in ss. 61.35 and 62.23, for villages and cities; 59.69, 59.692, and 59.694 for counties; and the requirements in s. 87.30, Stats.

1.2 FINDING OF FACT

Uncontrolled development and use of the floodplains and rivers of this municipality would impair the public health, safety, convenience, general welfare and tax base.

1.3 STATEMENT OF PURPOSE

This ordinance is intended to regulate floodplain development to:

- (1) Protect life, health and property;
- (2) Minimize expenditures of public funds for flood control projects;
- (3) Minimize rescue and relief efforts undertaken at the expense of the taxpayers;
- (4) Minimize business interruptions and other economic disruptions;
- (5) Minimize damage to public facilities in the floodplain;
- (6) Minimize the occurrence of future flood blight areas in the floodplain;
- (7) Discourage the victimization of unwary land and homebuyers;
- (8) Prevent increases in flood heights that could increase flood damage and result in conflicts between property owners; and
- (9) Discourage development in a floodplain if there is any practicable alternative to locate the activity, use or structure outside of the floodplain.

1.4 TITLE

This ordinance shall be known as the Floodplain Zoning Ordinance for the City of Baraboo, Wisconsin.

1.5 GENERAL PROVISIONS

(1) AREAS TO BE REGULATED

This ordinance regulates all areas that would be covered by the regional flood or base flood as shown on the Flood Insurance Rate Map (FIRM) or other maps approved by DNR. Base flood elevations are derived from the flood profiles in the Flood Insurance Study (FIS) and are shown as AE, A1-30, and AH Zones on the FIRM. Other regulatory zones are displayed as A and AO zones. Regional Flood Elevations (RFE) may be derived from other studies. If more than one map or revision is referenced, the most restrictive information shall apply.

(2) OFFICIAL MAPS & REVISIONS

The boundaries of all floodplain districts are designated as A, AE, AH, AO or A1-30 on the maps based on the Flood Insurance Study (FIS) listed below. Any change to the base flood elevations (BFE) or any changes to the boundaries of the floodplain or floodway in the FIS or on the Flood Insurance Rate Map (FIRM) must be reviewed and approved by the DNR and FEMA through the Letter of Map Change process (see s. 8.0 *Amendments*) before it is effective. No changes to RFE's on non-FEMA maps shall be effective until approved by the DNR. These maps and revisions are on file in the office of the City Engineer, City of Baraboo, Wisconsin. If more than one map or revision is referenced, the most restrictive information shall apply.

(a) OFFICIAL MAPS : Based on the FIS: (*select one or more of the following map citations that apply to your community; contact your DNR office if you have questions, or go to <http://store.msc.fema.gov> to access the FEMA Map Store*)

1. **Flood Insurance Rate Map (FIRM), panel numbers 55111C0382F, 55111C0383F, 55111C0384F, 55111C0402F, 55111C0403F, 55111C0404F, dated November 20, 2013; with corresponding profiles that are based on the Flood Insurance Study (FIS) dated October 02, 2015, numbered 55111CV001C and 55111CV002C;**

Approved by: The DNR and FEMA

(3) ESTABLISHMENT OF FLOODPLAIN ZONING DISTRICTS

The regional floodplain areas are divided into three districts as follows:

(a) The Floodway District (FW), is the channel of a river or stream and those portions of the floodplain adjoining the channel required to carry the regional floodwaters and are contained within AE Zones as shown on the FIRM.

(b) The Floodfringe District (FF) is that portion between the regional flood limits and the floodway and displayed as AE Zones on the FIRM.

(c) The General Floodplain District (GFP) is those areas that may be covered by floodwater during the regional flood and does not have a BFE or floodway boundary determined, including A, AH and AO zones on the FIRM.

(4) LOCATING FLOODPLAIN BOUNDARIES

Discrepancies between boundaries on the official floodplain zoning map and actual field conditions shall be resolved using the criteria in subd (a) or (b) below. If a significant difference exists, the map shall be amended according to s. 8.0 *Amendments*. The zoning administrator can rely on a boundary derived from a profile elevation to grant or deny a land use permit, whether or not a map amendment is required. The zoning administrator shall be responsible for documenting actual pre-development field conditions and the basis upon which the district boundary was determined and for initiating any map amendments required under this section. Disputes between the zoning administrator and an applicant over the district boundary line shall be settled according to s. 7.3(3) and the criteria in (a) and (b) below. Where the flood profiles are based on established base flood elevations from a FIRM, FEMA must approve any map amendment or revision pursuant to s. 8.0 *Amendments*.

(a) If flood profiles exist, the map scale and the profile elevations shall determine the district boundary. The regional or base flood elevations shall govern if there are any discrepancies.

(b) Where flood profiles do not exist for projects, the location of the boundary shall be determined by the map scale.

(5) REMOVAL OF LANDS FROM FLOODPLAIN

Compliance with the provisions of this ordinance shall not be grounds for removing land from the floodplain unless it is filled at least two feet above the regional or base flood elevation, the fill is contiguous to land outside the floodplain, and the map is amended pursuant to s. 8.0 *Amendments*.

(6) COMPLIANCE

Any development or use within the areas regulated by this ordinance shall be in compliance with the terms of this ordinance, and other applicable local, state, and federal regulations.

(7) MUNICIPALITIES AND STATE AGENCIES REGULATED

Unless specifically exempted by law, all cities, villages, towns, and counties are required to comply with this ordinance and obtain all necessary permits. State agencies are required to comply if s. 13.48(13), Stats., applies. The construction, reconstruction, maintenance and repair of state highways and bridges by the Wisconsin Department of Transportation is exempt when s. 30.2022, Stats., applies.

GROW BARABOO!



2015 Community and Economic Development Plan Update

"You can't go to this durable Midwestern town without experiencing powerful moments of déjà vu that emerge from the collective unconsciousness of America."

– Susan Spano, Smithsonian Magazine

Baraboo Economic Development

Commission:

Greg Wise, Chair
Melanie Burgi, Vice Chair
Aural Umhoefer, Secretary
John Alt
Musa Ayer
Jim Bowers
Buddy Huffaker
Mike Palm
Sonja Stauffacher
Dave Taylor

Baraboo Mayor and Common Council:

Mike Palm, Mayor
Joel Petty, Council President
John Alt
John Ellington
Tom Kolb
Michael Plautz
Eugene Robkin
Scott Sloan
Dennis Thurow
Phil Wedekind

Staff

Ed Geick, City Administrator
Pat Cannon, Community
Development Authority Director

Our Vision—

The Baraboo area's long-term economic prosperity will be founded on providing an *exceptional quality of life* for all residents, which includes *a healthy business climate*. As Baraboo continues to grow and advance, it will protect its *abundant natural resources* and retain *the best qualities of its small city atmosphere*. The community leaders will be forward thinking, fiscally responsible, and environmentally conscious as they identify and address critical issues and opportunities.



135 Third Street, Baraboo, Wisconsin 53913
(608) 356-2700
www.cityofbaraboo.com

GROW BARABOO is a challenge to the community to provide an exceptional quality of life to our residents; building a healthy business climate; protecting our abundant natural resources; and retaining the best qualities of our small city atmosphere. It is a recognition that the Baraboo Area is far more than the city-proper. The economic, social, and environmental health of the Baraboo Area is about the City of Baraboo, the Village of West Baraboo and the Towns of Baraboo and Greenfield. We commit to joining with our neighbors to plan for the area, while acknowledging that each municipality must commit itself to implementing those plans.

Much has changed in the Baraboo area and beyond since the previous economic development plan was adopted in 2005. Over that time, the city’s population has changed dramatically and make up of the firms, organizations and the civic fabric in which they are located have changed as well. This planning document features an action-oriented plan, based on thoughtful planning and purposeful assessment. You will find those influences in the appendices to this document. This plan builds on the 2005 City of Baraboo Comprehensive Plan (Chapter 8, Economic Development, in particular), the 2006 City of Baraboo Riverfront Redevelopment Area Plan, the 2011 Baraboo Retail market Analysis, and the 2014 Baraboo Economic Development Commission’s (BEDC) Economic Development Priorities Planning Process.

The implementation of this plan recognizes the two essential elements of the BEDC Mission:

- To provide intellect, vision, and advocacy for community development; and
- To serve as a catalyst for diverse economic growth.

The three broad plan goals and objectives seek to make good on the strategic priorities that BEDC articulated after a 2014 community-wide strategic assessment—a diverse regional economy; broad community engagement and strong partnerships; a unique quality of place; efficient and innovative quality public services and amenities; and a robust education system for all age groups. We see this being achieved by dedicating ourselves to three Plan Goals and Objectives:

- Business Development: Supporting and Growing Baraboo’s Businesses;
- Community Development: Creating a Place to Visit, Live, Work, and Play;
- Redevelopment: A Commitment to Revitalizing the City;

Essential to the success of each of these are robust partnerships and trusted collaboration.

Each of these Plan Goals and Objectives has a set of unique strategies; some of those strategies address a single goal, and some of them address tow or all three goals. Some of the strategies will take longer to put in place. Some will cost more in terms of time and money. Some will have immediate impacts and others will take longer to see results. They cannot all be done at the same time, yet they all have merit. Finally, some of these goals, objectives and strategies will fade and new ones will emerge. This is plan written in pencil, intended to be malleable and expected to change as our local conditions and broader economy changes. This agenda is bold and ambitious. There is a lot that is good in this community and the potential is limitless. The leaders of the community today and tomorrow are challenged to commit themselves to the essential elements of this plan and to make the challenging choices that will inevitably confront them.



Ultimately, we are all challenged to make a difference and contribute to **GROW BARABOO**.

GROW BARABOO Goals and Objectives

BUSINESS DEVELOPMENT: SUPPORTING AND GROWING BARABOO’S BUSINESSES

Enhancing Our Workforce	Committing to Existing Businesses	Developing New Businesses
1. Conduct a workforce needs assessment and action plan	1. Inventory businesses, sites and buildings	1. Develop and distribute a Baraboo-specific business start-up guide
2. Support a workforce development workgroup	2. Conduct a formal business retention and expansion (BR&E) program for large firms	2. Research and target business development opportunities
	3. Conduct a business visitation program for small firms	3. Review and refine the City’s process for supporting business development
	4. Conduct business exit interviews	

The new economic reality is clear—communities that take care of their existing businesses maintain and generate the most new jobs. In fact, with unemployment at historic lows, and with the pending retirement of many in the baby-boom generation, workers are at a premium. No single effort will have greater return on investment than enhancing the quality and quantity of the workforce for the area’s existing businesses. This is not an issue that can be addressed solely by the City. Trusted partnerships and robust collaborations with the pre-Kindergarten through grade 12 system, the Technical College, and the University, along with other workforce readiness organizations will be critical to assuring that our existing businesses can thrive and grow.

As important as workforce availability and preparation are, it is incumbent on the City to be vigilant about the needs and interests of area businesses. Large firms should be regularly surveyed and visited to learn about challenges and opportunities that the City might address in order to assist them. Similarly, small retail and service businesses are critical to the local economy and the vibrancy of the City. A purposeful effort to reach out and understand their needs and interests will allow elected and appointed officials to make sure the City’s part in offering the conditions for success are met. When a business does close, it is important to learn what led to that decision and make every effort to understand what precipitated the decision and correct for it, if possible. It may be the simple recognition of a call or visit that opens lines of communication and provides assurances that we are all in this together.

Second only to the growth of existing businesses, entrepreneurship is an important element to maintaining a dynamic economy. Helping businesses navigate the maze of rules and regulations and offering assistance to those that are new to the many business challenges can help to move an idea from a garage to Mainstreet. This is important for latent entrepreneurs and there is also a role for the City to play in seeking out potential businesses that might fill a gap in the market. There is no reason that Baraboo cannot be one of the most receptive communities to business development while also maintaining our commitment to an exceptional quality of life.

**COMMUNITY DEVELOPMENT:
CREATING A PLACE TO VISIT, LIVE, WORK, AND PLAY**

Marketing Baraboo	Enhancing Tourism Development	Improving Amenities
1. Identify and inventory assets	1. Promote the area to visitors	1. Maintain and enhance infrastructure and parks and cultural amenities
2. Build and maintain a world-class website	2. Strengthen the linkages between the community and area attractions: State Parks; Environmental Organizations (ICF, ALF, etc.); Historic Downtown; River Corridor	2. Provide outstanding access to contemporary technology products and services
3. Implement and maintain a contemporary social marketing effort		3. Feature pedestrian and bike friendly trails, and support active river use
4. Implement a new resident welcome program		4. Offer an array of affordable and attractive housing options

Young people today will choose where they want to live, and then find employment (Rebecca Ryan, “Live First, Work Second”). Add to that the increasing opportunities for telecommuting (working anyplace), and a place like Baraboo, with wonderful recreational and cultural amenities, is poised to capitalize. Are we “on the map” and “in the minds” of those looking for a balance of leisure and career? Are we committed to maintaining those special assets we have and enhancing them? To answer “yes” we must commit to identifying our core image and consistently marketing it.

The City, along with partners such as the Baraboo Area Chamber of Commerce, needs to take stock of what our competitive strengths are and be unabashed in our efforts to promote the area—for visitors and newcomers and those returning after adventuring somewhere else. When our visitors come, and when new residents or returnees settle, are we doing enough to welcome them? Like our business community, we need to be committed to retaining and welcoming more people that can contribute to the social and cultural richness that is Baraboo.

Whether a visitor on vacation, an area traveler that enjoys our community on day-trips, a new comer, or a life-long resident, we need to engage them in the many activities and opportunities to enjoy our community. We must invest in the recreational, cultural, community, business, and housing infrastructure to be attractive to those with many other choices. The Kiwanis Riverwalk Trail, investments in river access for canoes and kayaks, and linkages to the Ice Age Trail are part of this effort. When we ask ourselves if our children, or grandchildren, would find Baraboo a satisfying community in which to live, work, and play, the answer must be yes, or we must shore up whatever it is that makes it a no.

**REDEVELOPMENT:
A COMMITMENT TO REVITALIZING THE CITY**

Creating a South Boulevard Redevelopment Plan	Creating an East Entrance Corridor Redevelopment Plan	Creating a West Entrance Corridor Redevelopment Plan	Enhancing the Appearance of the City
1. Conduct a redevelopment study (along the entire corridor)	1. Conduct a redevelopment study (from Ash Street to the community entrance)	1. Update and refine the retail market study to focus on actively filling vacant retail and service properties in West Baraboo	1. Create attractive entrances and update community wayfinding signage
2. Implement a beautification initiative (including weed control, street tree plantings, public art placement, nuisance ordinance enforcement, etc.)	2. Implement a beautification initiative (including weed control, street tree plantings, public art placement, nuisance ordinance enforcement, etc.)	2. Assess the Highway 12-Highway 33/136 intersection and environs for opportunities for improved functionality and aesthetic appeal	2. Encourage attractive storefronts, signage, and new façade designs
	3. Reassess the Utilization of the Jackson Property	3. Develop strategies to connect the traffic on the bypass with the businesses located at this intersection and environs	3. Implement a beautification initiative (including weed control, street tree plantings, public art placement, nuisance ordinance enforcement, etc.)

What is the first impression we offer to someone coming to town? If you had a choice (we all do), would you invest in a business opportunity in any part of the City? When you take visitors around to show off Baraboo, are there parts of the City you avoid? No strategy to Grow Baraboo is complete without a commitment to redevelop those areas within the City that have challenges.

Just like a heartfelt greeting at our favorite store or restaurant, we need to recommit ourselves to greeting those as they enter our community. Some redevelopment opportunities can be greatly improved with a renewed commitment to aesthetically enhancing building façades, signage, and landscaping. Some improvements require the City to invest in reconstructing roads and trails, or perhaps partnering to make a private investment viable.

Three corridors that deserve the kind of attention (and ultimately success) that the Riverfront Corridor received are the east entrance to the City from County Highway T to Ash Street, the South Boulevard Corridor, and the West Baraboo retail and service hub at the intersection (and beyond) of Highway 12 and Highway 33/136. Some of the efforts will need to be devoted to aesthetic improvements, some to public infrastructure, and some to business development initiatives. This is perhaps one of the area's greatest opportunities for an effective public-private partnership.

If conditions can be improved to allow for greater investment within the existing business corridors, the City may find that development of the Jackson property is not warranted. In the event that conditions today are significantly different than at the time of the property acquisition, it may be prudent to reassess that opportunity and instead invest those resources into redevelopment opportunities.

GROW BARABOO Implementation Plan

RESOURCING THE PLAN

The recommendations from the Baraboo Economic Development Commission cover three key areas: Business Development, Community Development, and Redevelopment. Within these three key areas are 10 Goals and 30 Objectives. The objectives have been prioritized with the purpose of getting the addressing our most pressing needs and maximizing the return from our investments. The objectives contain either short-term or long-term activities. The objectives are also identified by those that can be done by existing staff, those appropriate for staff, but which will require more time than existing staff currently has, and activities that may be most effectively contracted out to professional planners.

Short-term projects

The recommendation is made under the Community Development and Redevelopment sections that it is important to fix up our main entry ways, improve the City's aesthetic appearance, and that we market the community to attract more people (businesses and employees) to locate here. It would be more cost efficient and work would be done more quickly to contract with a professional consulting firm for this work than to add city staff. This would address redevelopment corridors at our entrances. The cost of this study would be approximately \$50,000.

Under the Business Development and Community Development banners, there are a number of items that require work that could best be done by in-house staff, but which exceed the capacity of our current employee's workload. This would require expanding the City's investment in Economic Development staff and related costs. Workforce assessment and development needs, business inventory, business retention interviews, inventorying assets, and maintaining the web site and social media campaign could be assigned to this staff person. The initial work would be time consuming but maintaining the investment would be a lesser commitment. The initial estimate of hours required amounts to about a half-time person. Whether this is an expansion of the hours for the contracted CDA Director, hiring someone part-time (including the concept of a contract-economic development person), or an Administrative Professional is still to be determined. For now, it is recommended that a lead person for an economic development management, be hired. The cost would be approximately \$50,000 plus benefits. Supporting clerical staff can do maintenance on web sites and social networking.

Long-term projects

The longer term work involves implementation of the studies done on the entry ways, the marketing plan, following up on targeted businesses, working with business prospects, attracting new talent to the area, following up on other better linkages to other tourism sites in Sauk Co., and working with local business to improve storefronts. This work will require the economic development manager to coordinate with other City departments, many outside entities, and the business community. Existing staff does not have excess capacity (nor the correct expertise) to successfully accomplish this in addition to their current responsibilities. A dedicated economic development manager housed in City Hall, coordinating with other City officials, offers the greatest promise for sustained success.

Other long-term and lower priority objectives like inventories of businesses and sites, conducting exit interviews, setting up Wi-Fi, development of housing can be done as time permits. It is also recognized that priorities will shift over time, and new demands and opportunities will emerge and the City needs the capability to respond that a dedicated economic development professional provides.

Appendices

1. **COMMUNITY PROFILE:**
 - a. **DEMOGRAPHIC AND ECONOMIC TRENDS**
 - b. **COLLABORATORS AND PARTNER ORGANIZATIONS**
2. **2014 BEDC ECONOMIC DEVELOPMENT PRIORITIES PLANNING PROCESS REPORT**
3. **2011 BARABOO RETAIL MARKET ANALYSIS**
4. **2006 CITY OF BARABOO RIVERFRONT REDEVELOPMENT AREA PLAN**
5. **2005 CITY OF BARABOO COMPREHENSIVE PLAN, CHAPTER 8: ECONOMIC DEVELOPMENT**
6. **DETAILED IMPLEMENTATION PLAN WITH SUPPORTING RATIONALE**