

**City of Portage
Plan Commission Meeting
Monday, May 19, 2014
Public Hearing and Regular Meeting – 6:30 p.m.
City Municipal Building, 115 West Pleasant Street
Conference Room Two
Agenda**

Members: Mayor Bill Tierney, Chairperson; Robert Redelings, City Engineer, Jan Bauman, Vickie Greenwold, Brian Zirbes, Mike Oszman, Peter Tofson

1. Roll call
2. Public Hearing Regarding the Proposed Amendment of the Project Plan for Tax Increment District No. 6; the Proposed Amendment of Boundaries and Project Plan for Tax Increment District No. 7; and the Proposed Project Plan, boundaries and creation of Tax Increment District No. 8.
3. Approval of minutes from previous meeting.
4. Discussion and Possible Action of Resolution Approving a Project Plan Amendment for Tax Increment District No. 6, City of Portage, Columbia County, WI.
5. Discussion and Possible Action of Resolution Designating Proposed Amended Boundaries and Approving a Project Plan Amendment for Tax Increment District No. 7, City of Portage, Columbia County, WI.
6. Discussion and Possible Action of Resolution Designating Proposed Boundaries and Approving a Project Plan for Tax Increment District No. 8, City of Portage, Columbia County, WI.
7. Discussion and possible action on certified Survey Map (CSM) being all of lot 11 and part of lot 12, Rolling Hills Country Estates for Gunderson Construction Company.
8. Discussion and possible action on Site Plan for Rolling Woods Estates.
9. Discussion and possible action on CSM for Rolling Woods Estates.
10. Discussion and possible action on sale of public land aka the north half (33') of vacated Kimberly Street between Wauona Trail and Huron Street.
11. Discussion and possible action on a request by Rick Taylor for a Zoning Amendment to parcel 328.02 on East Mullet Street from B1 to B4.
12. Adjournment.

**NOTICE OF PUBLIC HEARING
AND JOINT REVIEW BOARD MEETING
REGARDING THE PROPOSED
TAX INCREMENTAL DISTRICT NO. 6
PROJECT PLAN AMENDMENT
AND
TAX INCREMENTAL DISTRICT NO. 7
PROJECT PLAN & BOUNDARY AMENDMENT
AND
TAX INCREMENTAL DISTRICT NO. 8 CREATION
IN THE CITY OF PORTAGE, WISCONSIN**

Notice is Hereby Given that the City of Portage will hold an organizational Joint Review Board meeting on May 19, 2014 at 6:00 p.m. at the Portage City Hall, located at 115 West Pleasant Street. The purpose of this meeting is to organize a Joint Review Board for the purposes of considering the proposed Tax Incremental Districts identified above (the “District’s”) within the City of Portage.

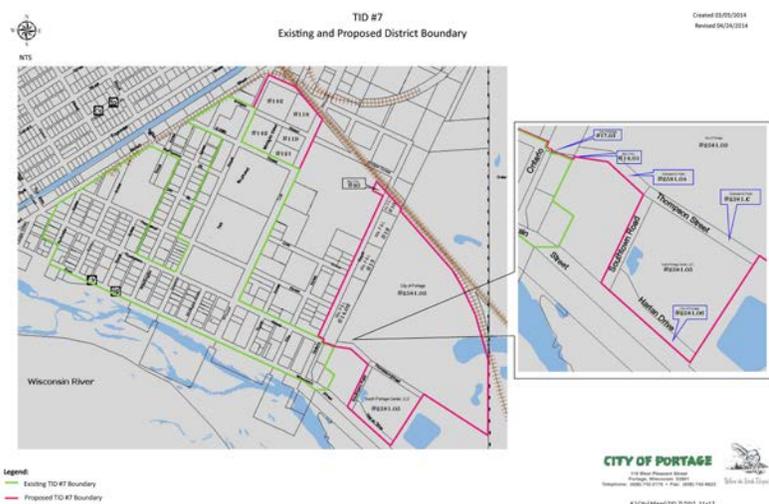
Notice is Hereby Given that the Plan Commission of the City of Portage will hold a public hearing on May 19, 2014 at 6:30 p.m. at the Portage City Hall, located at 115 West Pleasant Street, for the purpose of providing the community a reasonable opportunity to comment upon the proposed Tax Incremental Districts identified above (the “District’s”) within the City of Portage.

The proposed Tax Incremental District No. 6 amendment is to reset the base value of the District. It is expected that the project costs will be recovered within 90% of the remaining life of the District.

The proposed Tax Incremental District No. 7 amendment is to add additional territory to the existing District’s boundaries, and to amend the Project Plan to provide for the undertaking of additional expenditures. The proposed boundaries to be added to the original District boundary would be within an area generally detailed on the below map.

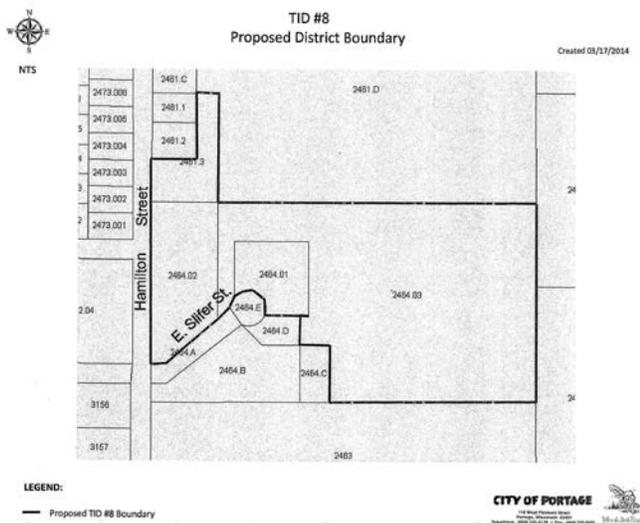
The proposed Tax Incremental District No. 7 amendment’s proposed additional and updated projects costs of approximately \$900,000 may include, but are not limited to: property acquisition for development, property acquisition for conservancy, acquisition of rights-of-way, acquisition of easements, relocation costs, environmental audits and remediation, demolition, site grading, sanitary sewer system improvements, water system improvements, stormwater

management system improvements, electric service, gas service, communications infrastructure, street improvements, streetscaping and landscaping, contribution to Community Development Authority, revolving loan/grant program, rail spur, property tax payments to town, cash grants to owners, lessees or developers of land located within the district (development incentives), professional and organizational services, administrative costs, and finance costs. The proposed costs include projects within the proposed boundary and within a ½ mile radius of the proposed boundary of the District.



The proposed boundaries of the Tax Incremental District No. 8 creation would be within an area generally detailed on the below map and is expected to be a mixed-use district based on the identification and classification of the property proposed to be included within the District.

The proposed Tax Incremental District No. 8 creation's proposed projects costs, of approximately \$700,000 may include, but are not limited to: property acquisition for development, property acquisition for conservancy, acquisition of rights-of-way, acquisition of easements, relocation costs, environmental audits and remediation, demolition, site grading, sanitary sewer system improvements, water system improvements, stormwater management system improvements, electric service, gas service, communications infrastructure, street improvements, streetscaping and landscaping, , cash grants to owners, lessees or developers of land located within the district (development incentives), professional and organizational services, administrative costs, and finance costs. The proposed costs include projects within the proposed boundary and within a ½ mile radius of the proposed boundary of the District.



All interested parties will be given a reasonable opportunity to express their views on the proposed Tax Incremental Districts identified above. A copy of each of the Project Plans will be available for viewing in the offices of the City Clerk at the Portage City Hall, located at 115 West Pleasant Street, during normal business hours and will be provided upon request.

Such hearing shall be public and citizens and interested parties shall then be heard. This hearing may be adjourned from time to time.

By Order of the City of Portage, Wisconsin

*Published
May 5, 2014
& May 12, 2014*

**City of Portage
Plan Commission Meeting
Monday, April 21, 2014
Public Hearing – 6:25 p.m.
Regular Meeting – 6:30 p.m.
City Municipal Building, 115 West Pleasant Street
Conference Room Two**

Members present: Mayor Bill Tierney, Chairperson; Robert Redelings, City Engineer, Jan Bauman, Vickie Greenwold, Brian Zirbes and Mike Oszman.

Members absent: Peter Tofson

Others present: Don Roeker, John Soukup, Bob Sutter, Chris Slater, Tom Wood, Joe Goldberger, Addie Tamboli, Jon Crawford, Jim Crawford, Shawn Murphy, Steve Sobiek, Bill Welsh and Craig Sauer

Public Hearing – 6:25 p.m.

Consider the granting of a conditional use permit to Donald Roeker to build a personal storage facility (mini warehouses) on parcels 2442.105 & 2446.1, on the south side of East Albert Street, City of Portage, Wisconsin.

Mayor Tierney called the Public Hearing to order, read the public hearing notice, introduced committee members and city staff and outlined the procedures to be followed.

Redelings indicated that no comments were received as a result of the notice and that there were no objections from the department heads.

Mayor Tierney noted the petitioner was present and asked for the first time if there was anyone present who wished to speak in favor of the petition.

Don Roeker, petitioner, 571 Clemens Ct. spoke in favor of the petition.

Mayor Tierney asked for the second time if there was anyone present who wished to speak in favor of the petition.

Mayor Tierney asked for the third time if there was anyone present who wished to speak in favor of the petition.

Mayor Tierney asked for the first time if there was anyone present who wished to speak in opposition to the petition.

John Soukup, 820 E. Albert St., said he was concerned about light from the development and increased drainage.

Mayor Tierney asked for the second time if there was anyone present who wished to speak in opposition to the petition.

Mayor Tierney asked for the third time if there was anyone present who wished to speak in opposition to the petition.

Mayor Tierney then asked the petitioner if he'd like to respond to the concerns. Mr. Roeker said the lighting would be directed downward and that Mr. Soukup's property is at a higher elevation, so there shouldn't be a concern with light being directed toward his property. Also, MSA has been retained to address the drainage from the site.

Mayor Tierney declared the public hearing closed at 6:30 p.m.

Regular Meeting – 6:30 p.m.

1. Roll call

2. Approval of minutes from previous meeting

Motion by Oszman, second by Zirbes to approve the minutes. Motion carried unanimously on call of the roll.

3. Discussion and possible action on the request for a Conditional Use Permit by Donald Roeker to build mini warehouses on parcels 2442.105 & 2446.1 on the south side of East Albert Street.

Motion by Oszman second by Redelings to approve the CUP.

Zirbes inquired as to whether there would be a survey of the property. Mr. Roeker indicated a survey would be performed and the two parcels combined to form one lot.

Motion passed 6 to 0 on call of the roll.

4. Discussion and possible action on site plan for Rolling Woods Estates, parcel 2512.29, being east of Airport Road and north of Latton Lane.

Redelings provided a synopsis of the review comments and communication relative to the project. He indicated there were few issues with the proposed development, but a major concern is the conflict between the private drive alignment in phase 2 and the future Collip St. ROW shown on the CSM.

Administrator Murphy provided a memo (attached) summarizing discussions with the developer regarding the private drive – future public street issue. Mr. Wood (developer's engineer) said Cal Akin, the new owner would need to decide whether a public street access would be acceptable. Mr. Goldberger (developer's attorney) suggested a public street presents concerns for safety, operations and maintenance by not having control over the infrastructure and paving.

Administrator Murphy indicated specific proposals would be addressed in the developer's agreement.

Bauman inquired as to providing sidewalks for school children. Mr. Wood indicated that no sidewalks were proposed, but the major private roads are 30 feet wide. Redelings mentioned that the current policy is to have sidewalks on all public streets.

Sobiek said he supports the staff recommendations and inquired as to the location of the lock box. Mr. Wood said each building has a mechanical room with an outside entrance where the lock box would be located. Sobiek also inquired as to the provision for street lighting. Mr. Wood said the only lighting was proposed wall packs at entrances and at the garages. That way there wouldn't be any light shining into bedrooms. Sobiek also noted that the buffer for the two east most buildings was less than required by the landscaping code.

Several commissioners supported a connection approximating the proposed Collipp Street location between W. Slifer St. and W. Collins St. Zirbes suggested a path in lieu of a sidewalk might be more appropriate for the development. It is also the consensus that area lighting should also be provided for safety.

Mr. Goldberger indicated that Mr. Akin needs to decide if the suggestions impact the operations to the extent the project is in jeopardy.

Due largely to the uncertainty of the project requirements, more exploration of project needs is warranted. No action was taken, but will be taken up again at the May meeting.

5. Discussion and possible recommendation on a CSM for Rolling Woods Estates.

No action was taken.

6. Discussion and possible action on site plan for a car wash building at Jim's B.P Station, 2211 W. Wisconsin Street.

Redelings provided communication he and Director Sobiek had with the developer's engineer and indicated that the concerns have been addressed.

Jon Crawford explained that the car wash was a state of the art facility and provided entertainment in the form of a light show as the vehicles were being washed.

Motion by Oszman, second by Bauman to approve the site plan as presented. Motion passed 6 to 0 on call of the roll.

7. Discussion and possible action to establish Public Hearing with Joint Review Board on proposed amendments for TID #6 & #7 and creation of TID #8.

Administrator Murphy provided a memo (attached) from Ehlers regarding TIDs 6, 7 and 8. He described the benefits of the feasibility study and the need for a public hearing to proceed with the changes.

Motion by Oszman, second by Zirbes to hold the public hearing with the JRB at the Plan Commission meeting on May 19, 2014. Motion passed unanimously on call of the roll.

8. Adjournment.

Motion by Oszman, second by Redelings to adjourn. Motion passed 6 to 0 on call of the roll.

The meeting concluded at 8:12 p.m.

Respectfully submitted,

Robert G. Redelings, Public Works Director

MEMO

TO: Plan Commission
From: Shawn Murphy, City Administrator
Date: April 21, 2014
Re: **Rolling Woods Development – Collipp Street ROW Reservation**

During staff review of the proposed Site Plan and Certified Survey Map (CSM) for the Rolling Woods development, it was noted that an extension of Collipp Street was reserved through the property, however, Premier Real Estate (Developer) proposed a site plan which calls for elimination of the Collipp St Extension to accommodate building layout. CSM No. 379 (1977) and No. 622 (1981) both show “Future Extension of Collipp Street” between W. Slifer Street and Collins Street. Plan Commission’s consideration of both the proposed Site Plan and CSM will need to address the disposition of Future Extension of Collipp Street.

Impacts of Abandonment of “Future Extension of Collipp Street”

1. Allows development to proceed as proposed.
2. Private Service Drive access only. Developer responsible for maintenance/replacement. Limited public accessibility for 132 residential units (approx. 264 residents) is concern.
3. Permanently eliminates ability to install a through street in this area.
4. May need a traffic study to identify full impacts.

Impacts of Maintaining “Future Extension of Collipp Street”

1. May result in the development proposal being cancelled.
2. Would result in increased traffic through the development if maintained.
3. Would result in increased development costs.
4. City would be responsible for maintenance/replacement.
5. Provides a permanent public access to Collins St with easier access to commercial development along New Pinery and another means of traffic alternate route from New Pinery or Airport Rd if needed.

The Extension reservation has been in place since at least 1977, presumably set aside for the access to and development of the parcels along the eastern lot line. The development of 26 acres with 132 residential units without a permanent public access is unusual and potentially concerning. There are 3 proposed access points to the development, all privately controlled/maintained. Accident, fire, pavement repair/replacement can potentially limit accessibility internally within the development or egress/access to and from the development.

As a compromise, City staff recommends maintaining an alignment for the “Future Extension of Collipp Street” between W. Slifer St and Collins St, however the alignment can be redrawn to accommodate the building layout plan, the street within the development can be narrowed to 22 feet with no curb and gutter, storm sewer or sidewalk (similar to the alignment of Collipp Street south of W. Slifer St.). A modified, inverted concrete gutter would be proposed along the edges of the pavement with some limited area lighting. The Developer’s pavement specifications are acceptable to the City for public street designation. The public access would be accomplished via the execution of a public easement along the street/drive alignment. This alternative preserves the integrity of the Future Extension of Collipp Street without increasing the cost to the Developer.

Cc: Bob Redelings PE, City Engineer
Steve Sobiek, Director of Business Development & Planning

Attachments: Site Plan & CSM

Memorandum

TO: Planning Commission
Shawn Murphy, Administrator
City of Portage

FROM: James A. Mann, CIPFA
Vice President/Senior Financial Advisor

DATE: April 21, 2014

SUBJECT: Tax Increment District Feasibility
TID #6 – Reset Base Value
TID #7 – Project Plan & Boundary Amendment
TID #8 – Creation

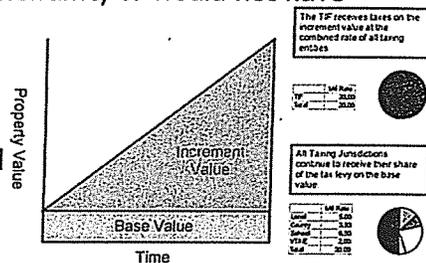
Ehlers and Associates, Inc. has been hired to provide an analysis of the feasibility of resetting the base value of tax increment district (TID) #6, amend TID #7 and create TID #8 in the City.

Tax Incremental Finance 101

Tax Incremental Finance districts have been one of Wisconsin's only economic development incentive programs available to municipalities since the mid 1970's. The law has gone through a number of changes, with the current law allowing basically three(3) types of districts: Blight Elimination/Redevelopment (finding that 50% of land within the district is blighted or in need of rehabilitation), Industrial Development (finding that at least 50% of the land within the district is suitable for Industrial Development), and Mixed Use (finding that at least 50% of the land within the district is suitable for 2 of 3 land classifications: industrial, commercial and/or residential).

A tax incremental finance district utilizes the tax authority of the city, school district, county and vocational/technical college district to pay for improvements that otherwise would not have occurred. In other words, "but for" the use of tax incremental financing, the development would either have not occurred, not occurred in the same timeframe, or would not have occurred with the same value.

When a tax increment district is created, a base value is established that continues to be taxed by the all the taxing jurisdiction. The increased value, increment, is then charged at the same tax rate as the base, however the TIF retains all the tax revenue to be used to cover the projects undertaken by the TIF.

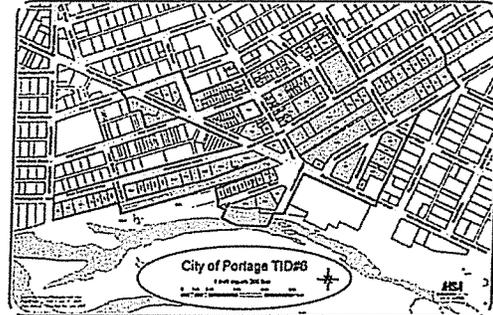


Earlier this year, the Governor signed into law a provision that allows TIDs that have experienced a decrement that exceeds 10% of the base value for the past two consecutive years to adopt an amendment that would reset the base value of the district increasing the possibility that the TID would be viable as an economic development tool.

TID Base Reset – TID #6

Tax Increment District #6 was created on April 10, 2008 as a Rehabilitation/Conservation District for the purpose of redeveloping the "Canal Area" of the downtown. A map of the district is depicted to the right.

The district was originally created with a base value of \$13,785,500, however throughout the economic downturn the value of the district has been reduced to \$10,660,900, an almost 23% drop in equalized value.



Under normal conditions, the district would need to generate the lost \$3,124,600 of value before revenue would start to flow into the district making projects viable. This has resulted in an inability for the City to undertake any of the redevelopment type projects that were originally contemplated in the district.

Utilizing the base reset capability adopted by the State Legislature, the City would be able to undertake an amendment that would reset the base value of the district to the current depreciated value, which would in turn open the district back up to undertake the originally planned for rehabilitation project.

Proposed District Amendment – TID #7

Tax Increment District #7 was created on September 23, 2010 for the same purpose as TID #6, Rehabilitation/Conservation. The original district was created as a companion to TID #6 and is located just to the east and south of TID #6. A map of the original district is shown to the right.

Proposed District Project Plan and Boundary Amendment

TID #7 has experienced minor growth, while also experiencing similar stress from the downturn in the economy. The current increment value of the district is just over \$1.2 M, and is generating approximately \$30,000 of annual increment.

The district currently has approximately \$490,000 of outstanding debt obligations and is not currently covering the debt service on the outstanding amount.



In order to foster additional economic development, the City is proposing adding territory to the district that will allow for additional development sites as well as redevelopment opportunity. Two distinct areas are contemplated to be added to the district, one north of existing fairgrounds; and two an area on the east end of the district that encompasses the old grocery

store a vacant parcel owned by the City and excess right of way owned by Alliant Energies. A map of the proposed amended areas is depicted to the right (the white areas outlined in red are the parcels proposed to be added).

To foster the economic development and also to aid in implementing the remaining projects included in TID #7, additional projects are contemplated in the amount of \$900,000, which includes utility extensions, site preparation and direct development incentives. Projects remaining from the original project plan include approximately \$2,000,000.



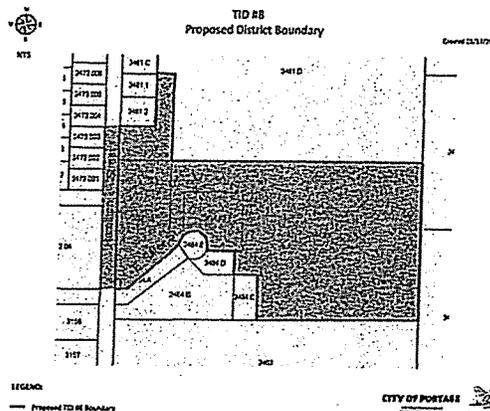
With the addition of the new territory and anticipated slower than originally planned increment generation, it is anticipated that the City could see upwards of \$11.5 M in new development. If the development were to occur in the timeframe as included in the draft cashflow sheets (attached), the district would meet all of its obligations and be in a position to potentially close in 2036, a couple of years prior to the statutory required closure.

As with any tax increment district, only projects that can be supported by development that is contemplated or in process as a result of the expenditure should be undertaken.

Proposed District Creation - TID#8

The City has been working with a developer who is contemplating the construction of a Community Based Residential Facility in the area depicted to the right. The facility would be located on the frontage of the TID adjacent to Hamilton Street, north of E. Slifer Street. The development would leave a significant portion of the TID undeveloped at the east end of the E. Slifer Street cul du sac.

The type of district proposed for creation is a mixed use district that encompasses both commercial and residential development. Based upon the land area designated for inclusion in the district, 100% of the land area would be suitable for either residential or commercial development.



Proposed District Projects

It is anticipated that the only projects necessary in the district will be improvements on Hamilton Street that extend both north and south outside of the district and also the ability to provide direct development incentives to potential developers. The total project cost contemplated is \$700,000.

Proposed Private Development (Development Assumptions)

With the ability to improve Hamilton Street, it is anticipated that approximately \$4.1 M of development will occur.

With the proposed expenditure and ultimate development, it is anticipated that the district would be in a position to discharge all of its debt and close in 2024, approximately eleven years earlier that statutorily required.

Summary

Attached on the ensuing pages is a detailed financial analysis of the proposed amendment to TID #7 and the creation of TID #8.

In the event that the City is desirous of proceeding with the resetting of the TID #6 base value, adding territory and projects to TID #7, and creating TID #8, the Planning Commission should schedule public hearings on each proposed TID action for May 19.

Attachments

1. TID #7 Cash Flow Projection
2. TID #8 Cash Flow Projection
3. Timeline

Cc: Steven Sobiek, Portage
David Wagner, Ehlers
Paula Czaplewski, Ehlers

RESOLUTION NO. 14-01

RESOLUTION APPROVING A PROJECT PLAN AMENDMENT FOR TAX INCREMENTAL DISTRICT NO. 6 CITY OF PORTAGE, WISCONSIN

WHEREAS, the City of Portage (the "City") has determined that use of Tax Incremental Financing is required to promote development and redevelopment within the City; and,

WHEREAS, Tax Incremental District No. 6 (the "District") was created by the City on April 10, 2008 as a rehabilitation - conservation district; and,

WHEREAS, the City now desires to amend the Project Plan of the District in accordance with the provisions of Wisconsin Statutes Section 66.1105, (the "Tax Increment Law"); and,

WHEREAS, Wisconsin Act 183 amended the statutes to allow a District that has experienced at least a 10% drop in equalized value for the past two consecutive years to reset the base value of the District; and,

WHEREAS, an amended Project Plan for the District (the "Amendment") has been prepared that includes:

- a. A statement listing of the kind, number and location of all proposed public works or improvements within the District, or to the extent provided in Wisconsin Statutes Sections 66.1105(2)(f)1.k. and 66.1105(2)(f)1.n., outside of the District;
- b. An economic feasibility study;
- c. A detailed list of estimated project costs;
- d. A description of the methods of financing all estimated project costs and the time when the related costs or monetary obligations are to be incurred;
- e. A map showing existing uses and conditions of real property in the District;
- f. A map showing proposed improvements and uses in the District;
- g. Proposed changes of zoning ordinances, master plan, map, building codes and City ordinances;
- h. A list of estimated non-project costs;
- i. A statement of the proposed plan for relocation of any persons to be displaced;
- j. A statement indicating how the amendment of the District promotes the orderly development of the City;
- k. An opinion of the City Attorney or of an attorney retained by the City advising that the plan is complete and complies with Wisconsin Statutes Section 66.1105(4)(f).

WHEREAS, prior to its publication, a copy of the notice of public hearing was sent to the chief executive officers of Columbia County, the Portage Community School District, and the Madison Area Technical College District, and any other entities having the power to levy taxes on property located within the District, in accordance with the procedures specified in the Tax Increment Law; and,

WHEREAS, in accordance with the procedures specified in the Tax Increment Law, the Plan Commission, on May 19, 2014 held a public hearing concerning the proposed amendment to the Project Plan, providing interested parties a reasonable opportunity to express their views thereon.

NOW, THEREFORE, BE IT RESOLVED by the Plan Commission of the City of Portage that:

1. The boundaries of Tax Incremental District No. 6 remain unchanged as specified in Exhibit A of this Resolution
2. It approves and adopts the amended Project Plan for the District, attached as Exhibit B, and recommends its approval to the Common Council.
3. Amendment of the Project Plan of the District promotes orderly development in the City.
4. It is expected that the project costs will be recovered within 90% of the remaining life of the District.

Adopted this _____ day of May, 2014.

W.F. Bill Tierney, Mayor
Plan Commission Chair

Marie A. Moe, City Clerk

**LEGAL BOUNDARY DESCRIPTION OR MAP OF
TAX INCREMENTAL DISTRICT NO. 6
CITY OF PORTAGE**

THIS CAN BE FOUND IN THE PROJECT PLAN

EXHIBIT B -

PROJECT PLAN

THIS WILL BE HANDED OUT SEPARATELY

RESOLUTION NO. 14-02

RESOLUTION DESIGNATING PROPOSED AMENDED BOUNDARIES AND APPROVING A PROJECT PLAN AMENDMENT FOR TAX INCREMENTAL DISTRICT NO. 7, CITY OF PORTAGE, WISCONSIN

WHEREAS, the City of Portage (the "City") has determined that use of Tax Incremental Financing is required to promote development and redevelopment within the City; and

WHEREAS, Tax Incremental District No. 7 (the "District") was created by the City on September 23, 2010 as a rehabilitation - conservation district; and

WHEREAS, the City now desires to amend the Project Plan and boundaries of the District in accordance with the provisions of Wisconsin Statutes Section 66.1105 (the "Tax Increment Law"); and

WHEREAS, such amendment will cause territory to be added to the District, providing incentive and opportunities for additional private development and redevelopment; and

WHEREAS, such amendment will also modify the categories, locations or costs of the Projects to be undertaken, providing incentives and opportunities for additional private development and redevelopment; and

WHEREAS, such amendment will also allow for the District to incur project costs outside of, but within ½ mile of, the boundaries of the District as permitted under Wisconsin Statutes Section 66.1105(2)(f)1.n.; and

WHEREAS, an amended Project Plan for the District (the "Amendment") has been prepared that includes:

- a. A statement listing of the kind, number and location of all proposed public works or improvements within the District, or to the extent provided in Wisconsin Statutes Sections 66.1105(2)(f)1.k. and 66.1105(2)(f)1.n., outside of the District;
- b. An economic feasibility study;
- c. A detailed list of estimated project costs;
- d. A description of the methods of financing all estimated project costs and the time when the related costs or monetary obligations are to be incurred;
- e. A map showing existing uses and conditions of real property in the District;
- f. A map showing proposed improvements and uses in the District;
- g. Proposed changes of zoning ordinances, master plan, map, building codes and City ordinances;
- h. A list of estimated non-project costs;
- i. A statement of the proposed plan for relocation of any persons to be displaced;
- j. A statement indicating how the amendment of the district promotes the orderly development of the City;
- k. An opinion of the City Attorney or of an attorney retained by the City advising that the plan is complete and complies with Wisconsin Statutes Section 66.1105(4)(f).

WHEREAS, prior to its publication, a copy of the notice of public hearing was sent to owners of all property in the proposed District, to the chief executive officers of Columbia County, the Portage Community School District, and the Madison Area Technical College

District, and any other entities having the power to levy taxes on property located within the District, in accordance with the procedures specified in the Tax Increment Law; and

WHEREAS, in accordance with the procedures specified in the Tax Increment Law, the Plan Commission, on May 19, 2014 held a public hearing concerning the proposed amendment to the Project Plan and boundaries of the District, providing interested parties a reasonable opportunity to express their views thereon.

NOW, THEREFORE, BE IT RESOLVED by the Plan Commission of the City of Portage that:

1. It recommends to the Common Council that the boundaries of Tax Incremental District No. 7 be amended as designated in Exhibit A of this Resolution.
2. It approves and adopts the amended Project Plan for the District, attached as Exhibit B, and recommends its approval to the Common Council.
3. Amendment of the Project Plan and Boundaries of the District promotes orderly development in the City.

Adopted this _____ day of May, 2014

W.F. Bill Tierney, Mayor
Plan Commission Chair

Marie. A Moe, City Clerk

**LEGAL BOUNDARY DESCRIPTION OR MAP OF
TAX INCREMENTAL DISTRICT NO. 7
CITY OF PORTAGE**

THIS CAN BE FOUND IN THE PROJECT PLAN

PROJECT PLAN

THIS WILL BE HANDED OUT SEPARATELY

RESOLUTION NO. 14-03

**RESOLUTION DESIGNATING PROPOSED BOUNDARIES
AND APPROVING A PROJECT PLAN
FOR TAX INCREMENTAL DISTRICT NO. 8,
CITY OF PORTAGE, WISCONSIN**

WHEREAS, the City of Portage (the "City") has determined that use of Tax Incremental Financing is required to promote development and redevelopment within the City; and

WHEREAS, Tax Incremental District No. 8 (the "District") is proposed to be created by the City as a mixed-use district in accordance with the provisions of Wisconsin Statutes Section 66.1105 (the "Tax Increment Law"); and

WHEREAS, a Project Plan for the District has been prepared that includes:

- a. A statement listing of the kind, number and location of all proposed public works or improvements within the District, or to the extent provided in Wisconsin Statutes Sections 66.1105(2)(f)1.k. and 66.1105(2)(f)1.n., outside of the District;
- b. An economic feasibility study;
- c. A detailed list of estimated project costs;
- d. A description of the methods of financing all estimated project costs and the time when the related costs or monetary obligations are to be incurred;
- e. A map showing existing uses and conditions of real property in the District;
- f. A map showing proposed improvements and uses in the District;
- g. Proposed changes of zoning ordinances, master plan, map, building codes and City ordinances;
- h. A list of estimated non-project costs;
- i. A statement of the proposed plan for relocation of any persons to be displaced;
- j. A statement indicating how the District promotes the orderly development of the City;
- k. An opinion of the City Attorney or of an attorney retained by the City advising that the plan is complete and complies with Wisconsin Statutes Section 66.1105(4)(f).

WHEREAS, prior to its publication, a copy of the notice of public hearing was sent to the chief executive officers of Columbia County, the Portage Community School District, and the Madison Area Technical College District, and any other entities having the power to levy taxes on property located within the District, in accordance with the procedures specified in the Tax Increment Law; and

WHEREAS, in accordance with the procedures specified in the Tax Increment Law, the Plan Commission, on May 19, 2014 held a public hearing concerning the project plan and boundaries and proposed creation of the District, providing interested parties a reasonable opportunity to express their views thereon.

NOW, THEREFORE, BE IT RESOLVED by the Plan Commission of the City of Portage that:

1. It recommends to the Common Council that Tax Incremental District No. 8 be created with boundaries as designated in Exhibit A of this Resolution.
2. It approves and adopts the Project Plan for the District, attached as Exhibit B, and recommends its approval to the Common Council.
3. Creation of the District promotes orderly development in the City.

Adopted this _____ day of May, 2014.

W.F. Bill Tierney, Mayor
Plan Commission Chair

Marie A. Moe, City Clerk

**LEGAL BOUNDARY DESCRIPTION OR MAP OF
TAX INCREMENTAL DISTRICT NO. 8
CITY OF PORTAGE**

THIS CAN BE FOUND IN THE PROJECT PLAN

PROJECT PLAN

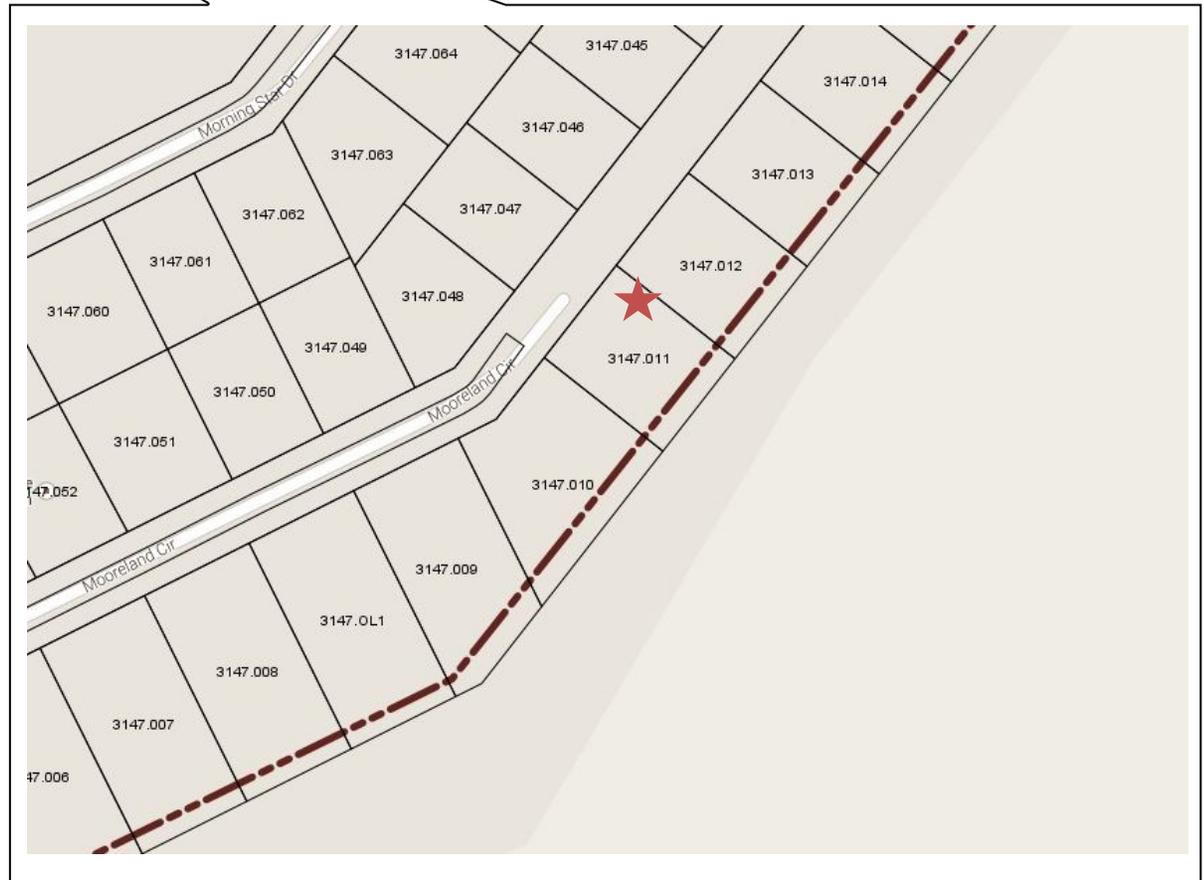
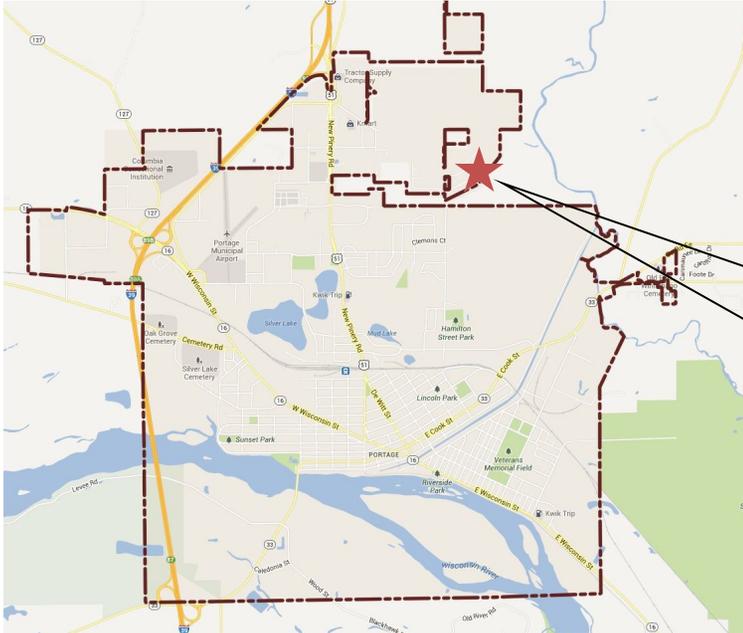
THIS WILL BE HANDED OUT SEPARATELY



NTS

CITY OF PORTAGE, WI

CSM - Rolling Hills Country Estates *All of Parcel 3147.011 and part of Parcel 3147.012*



CITY OF PORTAGE

115 West Pleasant Street
Portage, Wisconsin 53901
Telephone: (608) 742-2176 • Fax: (608) 742-8623



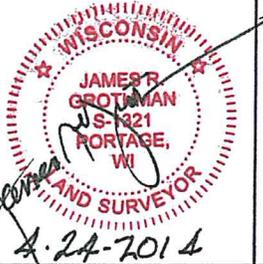
'Where the North Begins'

As prepared by:

GA GROTHMAN & ASSOCIATES S.C.
LAND SURVEYORS

625 EAST SLIFER STREET, P.O. BOX 373 PORTAGE, WI. 53901
PHONE: PORTAGE: (608) 742-7788 SAUK: (608) 644-8877
FAX: (608) 742-0434 E-MAIL: surveying@grothman.com
(RED LOGO REPRESENTS THE ORIGINAL MAP)

SEAL:



G & A FILE NO. 414-145



DRAFTED BY: SMS

CHECKED BY: TB

PROJ. 191-23

DWG. 414145

SHEET 1 OF 2

4.24.2014

COLUMBIA COUNTY CERTIFIED SURVEY MAP NO. _____
GENERAL LOCATION

Volume _____, Page _____

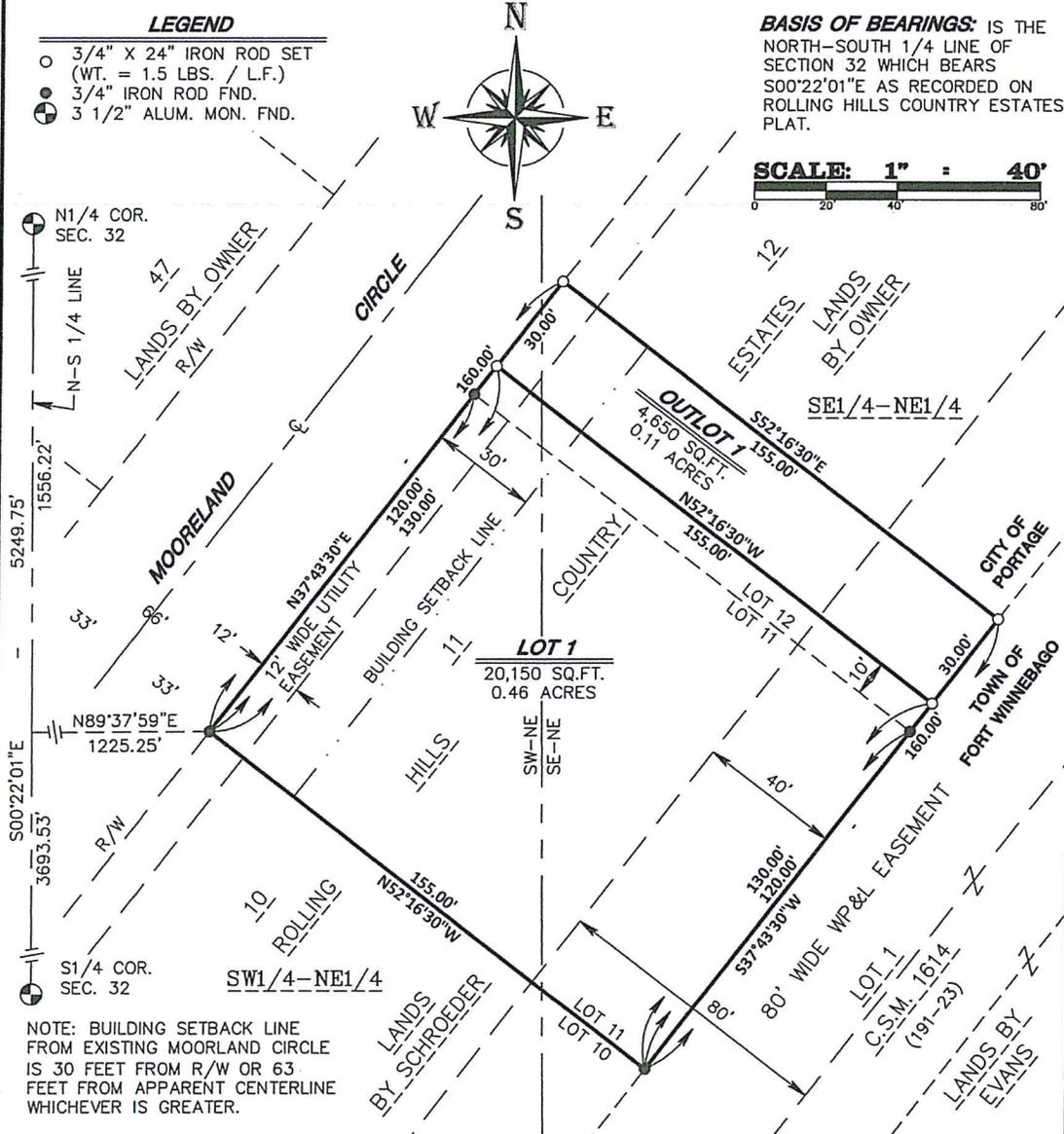
BEING ALL OF LOT 11 AND PART OF LOT 12, ROLLING HILLS COUNTRY ESTATES, LOCATED IN THE SW 1/4 OF THE NE 1/4 AND THE SE 1/4 OF THE NE 1/4, SECTION 32, T. 13 N, R. 9 E, CITY OF PORTAGE COLUMBIA COUNTY, WISCONSIN. CONTAINING: 24,800 SQ. FT. 0.57 ACRES

LEGEND

- 3/4" X 24" IRON ROD SET (WT. = 1.5 LBS. / L.F.)
- 3/4" IRON ROD FND.
- ⊙ 3 1/2" ALUM. MON. FND.

BASIS OF BEARINGS: IS THE NORTH-SOUTH 1/4 LINE OF SECTION 32 WHICH BEARS S00°22'01"E AS COUNTRY ON ROLLING HILLS COUNTRY ESTATES PLAT.

SCALE: 1" = 40'
0 20 40 80'



OWNER: GUNDERSON CONSTRUCTION COMPANY
2900 FOREST HILL DRIVE
PORTAGE, WI 53901

CLIENT: GUNDERSON CONSTRUCTION COMPANY
2900 FOREST HILL DRIVE
PORTAGE, WI 53901

SURVEYOR'S CERTIFICATE

I, **JAMES R. GROTHMAN**, Registered Land Surveyor, do hereby certify that by the order of **Gunderson Construction Co.**, I have surveyed, monumented, mapped and divided all of Lot 11 and a part of Lot 12, Rolling Hills Country Estates located in the Southwest Quarter of the Northeast Quarter and the Southeast Quarter of the Northeast Quarter of Section 32, Town 13 North, Range 9 East, City of Portage, Columbia County, Wisconsin, described as follows:

Commencing at the North Quarter corner of said Section 32;
thence South 00°22'01" East along the North – South Quarter line of said Section 32, 1,556.22 feet;
thence North 89°37'59" East, 1,225.25 feet to the Northwest corner of Lot 11, Rolling Hills Country Estates and the point of beginning;
thence North 37°43'30" East along the Southerly right-of-way line of Mooreland Circle, 160.00 feet;
thence South 52°16'30" East, 155.00 feet to a point on the Southeasterly line of said Lot 12;
thence South 37°43'30" West along the Southeasterly line of said Lots 11 and 12, 160.00 feet to the Southwest corner of Lot 11;
thence North 52°16'30" West along the Southwesterly line of said Lot 11, 155.00 feet to the point of beginning.
Containing 24,800 square feet, (0.57 acres), more or less. Being subject to servitudes and easements of use or record if any.

I DO FURTHER CERTIFY that this is a true and correct representation of the boundaries of the land surveyed and that I have fully complied with the Provisions of Chapter 236.34 of the Wisconsin State Statutes and the City of Portage Subdivision Ordinances in surveying and mapping the same to the best of my knowledge and belief.



JAMES R. GROTHMAN
Registered Land Surveyor No. 1321
Dated: April 24, 2014
File No.: 414-145



CITY of PORTAGE APPROVAL CERTIFICATE

Approved for recording by the **City of Portage**, Columbia County, Wisconsin.

W.F. "Bill" Tierney, Mayor

Date

I HEREBY certify that the certified survey map is approved by the **City of Portage**, Wisconsin, this

_____ day of _____, 20_____.

Marie A. Moe, City Clerk

Date

TO: Plan Commission
From: Shawn Murphy, City Administrator 
Date: May 15, 2014
Re: Rolling Woods Development Site Plan & CSM

Subsequent to the April 21, 2014 Plan Commission meeting, City staff has reviewed the revised Site Plans and CSM for the Rolling Woods development proposal.

A. The following recommendations were made for the site plan as revised:

1. Provide for additional screening along the east property line adjacent to Buildings 9 & 11. Fencing, landscaping or other means as you choose with a minimum opacity of 0.1.
2. Provide a lighting plan showing locations of area lighting or sufficient illumination levels at each Building parking area as well as the access road intersections adjacent to Bldgs 3,4 & 5 and Bldgs 8 & 9.
3. Eliminate proposed hydrant south of Bldg 9 and add hydrants west of parking area for Bldg 8 and north of parking area for Bldg 11.
4. Designate 4' wide pedestrian walkways along both sides of paved access road through Development.

B. The following recommendations were made for the site plan as revised:

1. Designate 20' utility easement throughout development on CSM for proposed water main location including the addition of a water main easement along Phase Line between Bldgs 7 & 8 north to property line to intercept existing water main terminating at south end of Parcel No. 2512.27 (NBA Holdings, LLC).
2. Designate 30' public access easement on CSM for extension of Collipp Street between W. Slifer Street and north property line of development with additional 5' construction easements along both sides of the 30' access easement. Specific use and option to construct public improvements within the easement shall be addressed in the Developer Agreement.
3. Revise building setback line as shown on CSM to 25' (not 35') per Section 90-31(5). Please confirm.

These recommendations were discussed with Premier Real Estate who has agreed to incorporate into the final proposed CSM and site plan for Plan Commission approval. The final versions were not available for inclusion in the Plan Commission packets but will be presented and reviewed at the meeting.

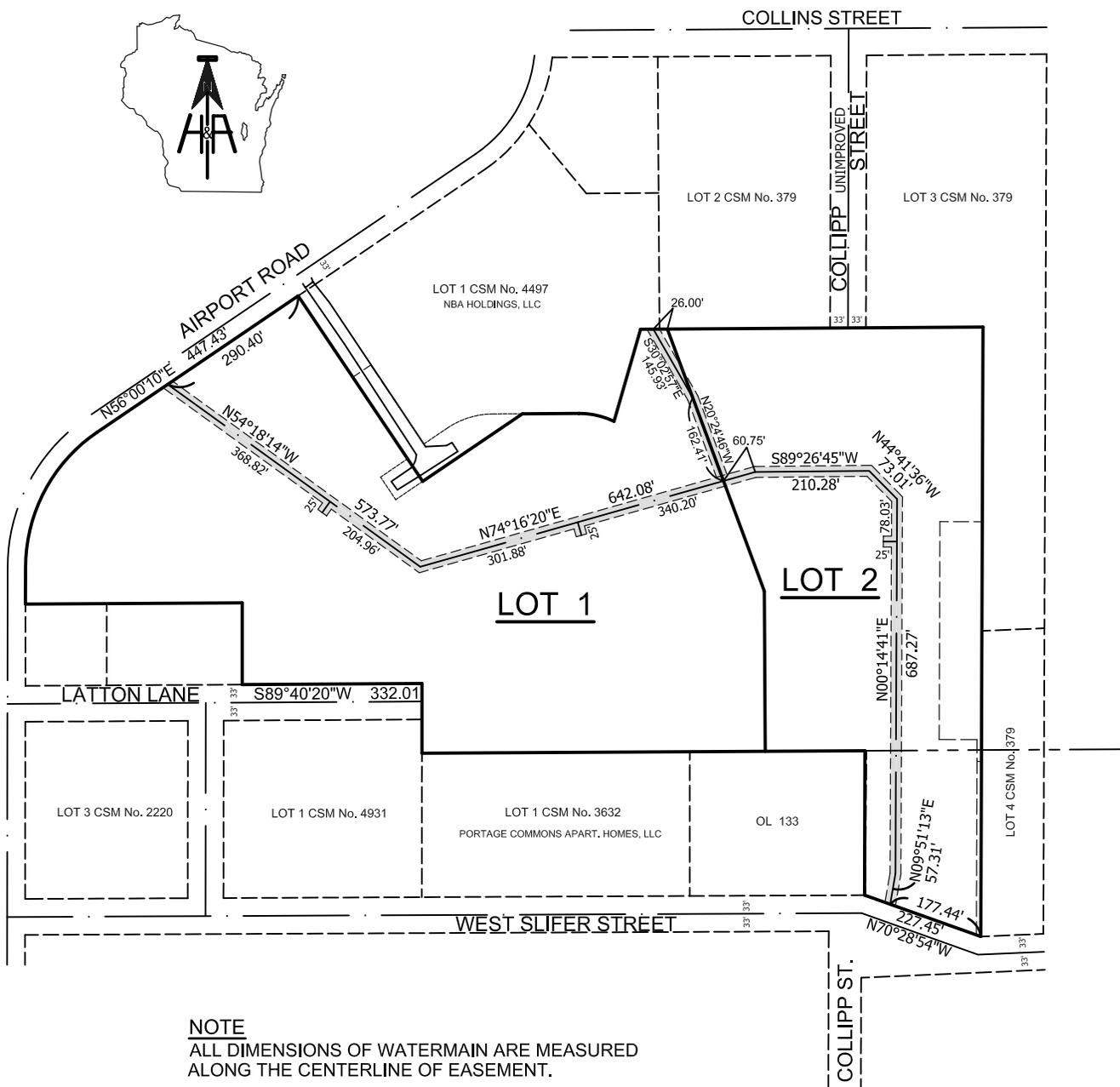
Cc: B. Redelings, City Engineer
S. Sobiek, Dir of Bus Dev & Planning
J. Goldberger, North Shore Law
T. Wood, Harris & Associates

COLUMBIA COUNTY CERTIFIED SURVEY MAP NO.

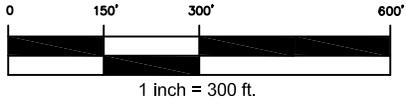
Part of Outlots 126, 136, 137, and 139, ASSESSORS SUBDIVISION, all of Lot 1, CSM No. 3129, being part of the SW 1/4 and the SE 1/4, all in Section 31, T13N, R9E, City of Portage, Columbia County, Wisconsin.

Prepared for:
 PREMIER REAL ESTATE MANAGEMENT, LLC
 19105 W. CAPITOL DR., STE. 200
 BROOKFIELD, WISCONSIN 53045

20' WATERMAIN EASEMENT DETAIL



NOTE
 ALL DIMENSIONS OF WATERMAIN ARE MEASURED
 ALONG THE CENTERLINE OF EASEMENT.



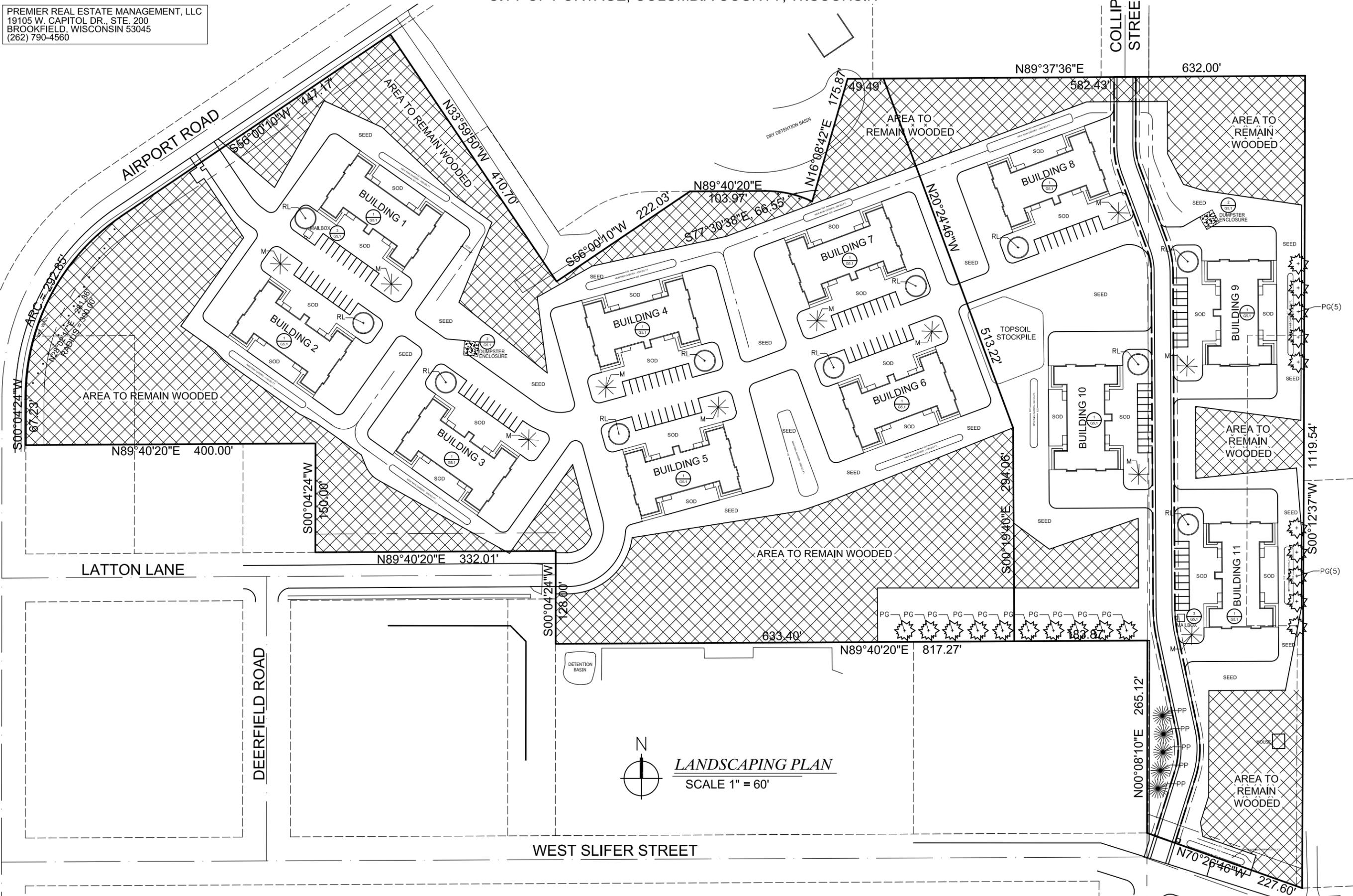
HARRIS & ASSOCIATES, INC.
 CONSULTING ENGINEERS
 AND LAND SURVEYORS

2718 NORTH MEADE ST.
 APPLETON, WI 54911
 TEL: (920) 733-8377
 FAX: (920) 733-4731
 WWW.HARRISINC.NET

ROLLING WOODS ESTATES

CITY OF PORTAGE, COLUMBIA COUNTY, WISCONSIN

PREMIER REAL ESTATE MANAGEMENT, LLC
19105 W. CAPITOL DR., STE. 200
BROOKFIELD, WISCONSIN 53045
(262) 790-4560



HARRIS
& ASSOCIATES, INC.
CONSULTING ENGINEERS
AND LAND SURVEYORS



2718 NORTH MEADE ST.
APPLETON, WI 54911
TEL: (920) 733-8377
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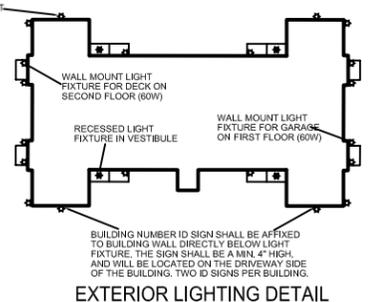
REV. NO.	DESCRIPTION	DATE	BY

PROJECT:	PREMIER ROLLING WOODS, LLC ROLLING WOODS ESTATES
LOCATION:	AIRPORT ROAD, CITY OF PORTAGE COLUMBIA COUNTY, WISCONSIN
DESCRIPTION:	OVERALL LANDSCAPING PLAN
DRAWN BY:	TMW
CHECKED BY:	
DATE:	05/19/14
SHEET	C5.0
PROJECT NUMBER	7392

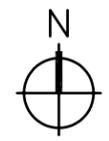
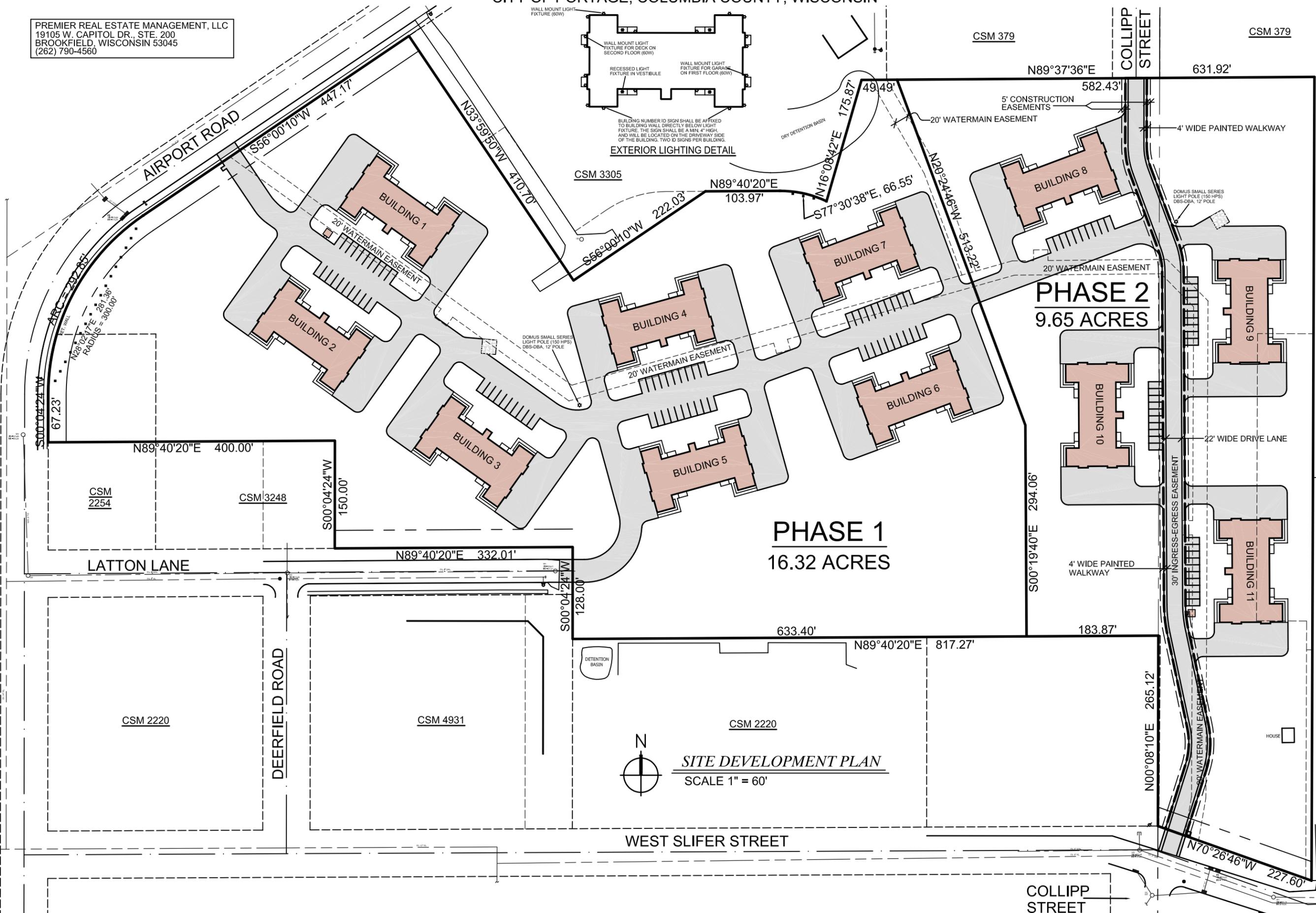
ROLLING WOODS ESTATES

CITY OF PORTAGE, COLUMBIA COUNTY, WISCONSIN

PREMIER REAL ESTATE MANAGEMENT, LLC
19105 W. CAPITOL DR., STE. 200
BROOKFIELD, WISCONSIN 53045
(262) 790-4560



CSM 3305



SITE DEVELOPMENT PLAN
SCALE 1" = 60'

PROJECT: PREMIER ROLLING WOODS, LLC ROLLING WOODS ESTATES LOCATION: AIRPORT ROAD, CITY OF PORTAGE COLUMBIA COUNTY, WISCONSIN DESCRIPTION: OVERALL SITE DEVELOPMENT PLAN	DATE: 05/19/14 SHEET: C1.0 PROJECT NUMBER: 7392
	HARRIS & ASSOCIATES, INC. CONSULTING ENGINEERS AND LAND SURVEYORS 3718 NORTH MEADE ST. APPLETON, WI 54911 TEL: (920) 733-8377 FAX: (920) 733-4731

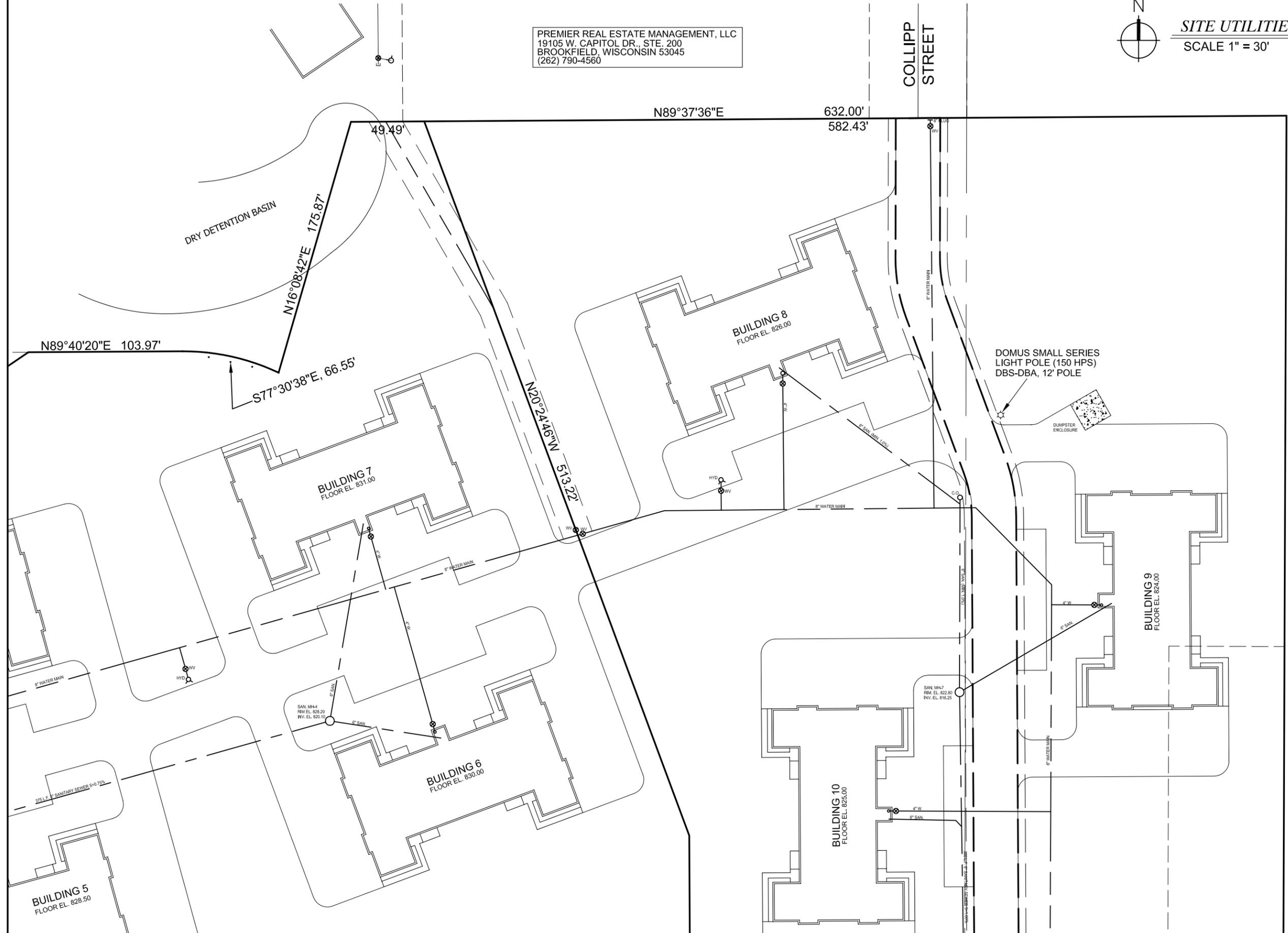
ROLLING WOODS ESTATES

CITY OF PORTAGE, COLUMBIA COUNTY, WISCONSIN

PREMIER REAL ESTATE MANAGEMENT, LLC
 19105 W. CAPITOL DR., STE. 200
 BROOKFIELD, WISCONSIN 53045
 (262) 790-4560



SITE UTILITIES PLAN
 SCALE 1" = 30'



PROJECT: PREMIER ROLLING WOODS, LLC ROLLING WOODS ESTATES	LOCATION: AIRPORT ROAD, CITY OF PORTAGE COLUMBIA COUNTY, WISCONSIN	DESCRIPTION: SITE UTILITIES PLAN - PARTIAL	REV. NO.	DESCRIPTION	DATE	BY
			REV. NO.	DESCRIPTION	DATE	BY
DRAWN BY: TMW			DATE: 05/19/14			
CHECKED BY:			SHEET C3.2			
PROJECT NUMBER 7392			HARRIS & ASSOCIATES, INC. CONSULTING ENGINEERS AND LAND SURVEYORS 2718 NORTH MEADE ST. APPLETON, WI 54911 TEL: (920) 733-8377 FAX: (920) 733-4731			

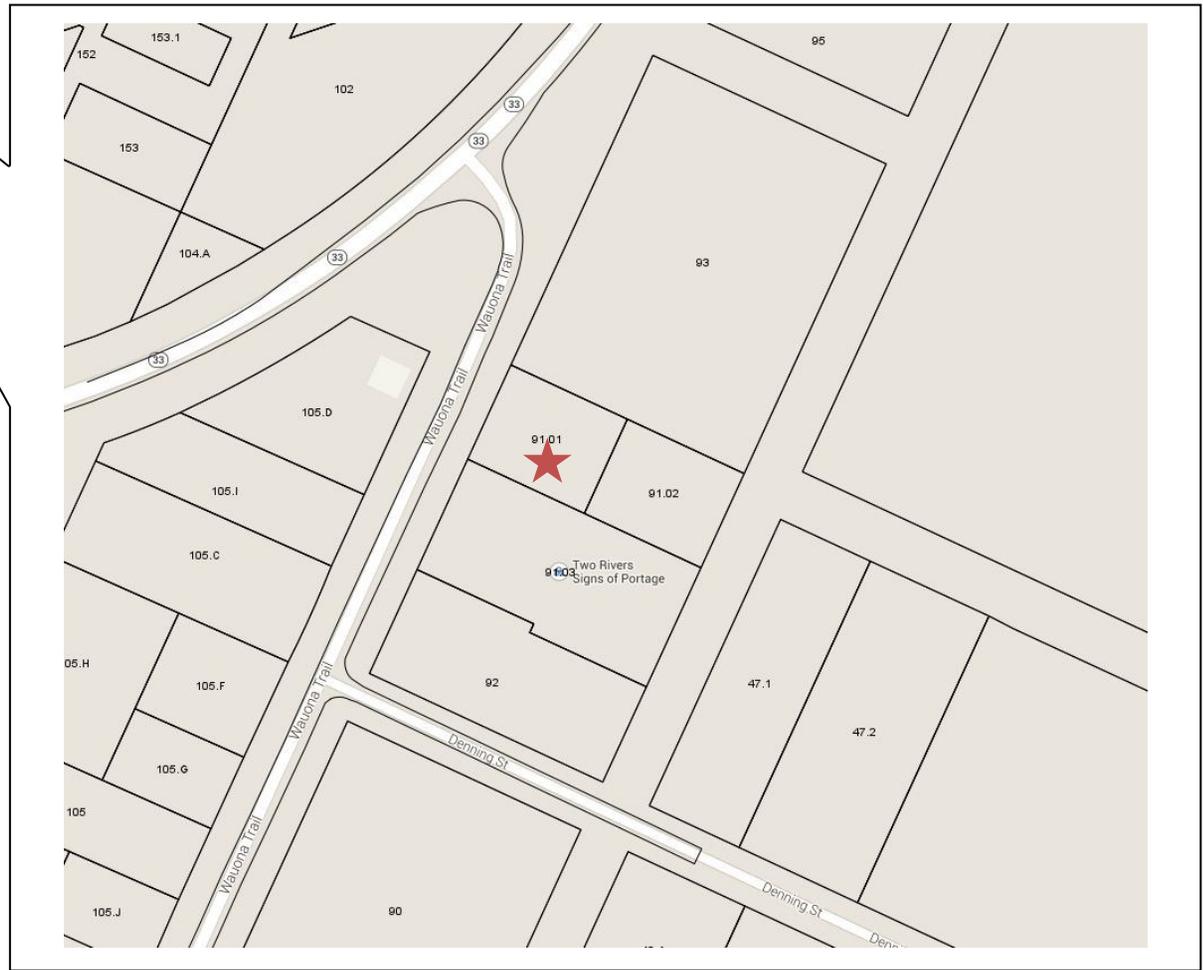
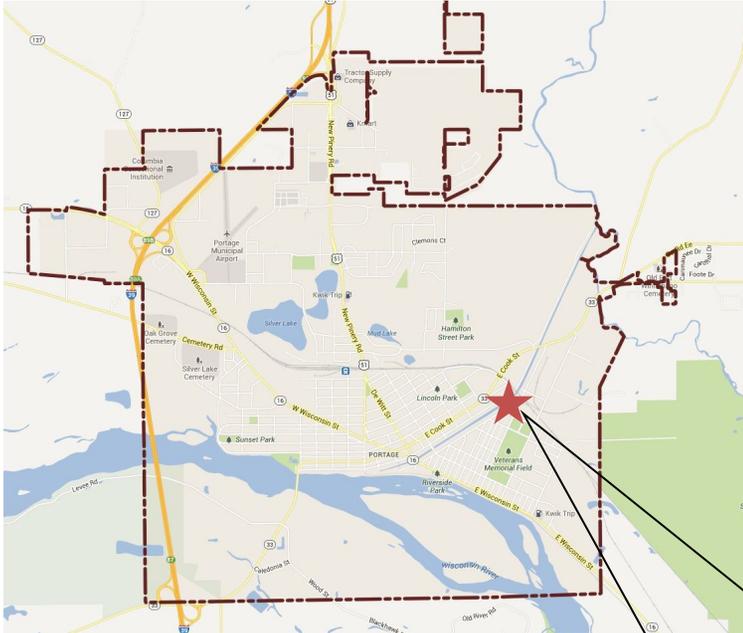


NTS

CITY OF PORTAGE, WI

Sale of Public Land (Portion of Parcel 93, includes the 33' of Northerly Vacated Kimberly St.)

To Ron Wendt (Parcel 91.01)



CITY OF PORTAGE

115 West Pleasant Street
Portage, Wisconsin 53901
Telephone: (608) 742-2176 • Fax: (608) 742-8623



'Where the North Begins'

KAMMER & GREIBER, S.C.

ATTORNEYS AT LAW

Attorney Douglas W. Kammer
Certified by National Board of Trial Advocacy
Past President, State Bar of Wisconsin
Attorney Michael D. Greiber
Court Commissioner
Attorney Katherine J. Kruger

April 14, 2014
Dictated: 4/11/14

Mayor Bill Tierney
115 West Pleasant Street
Portage, Wisconsin 53901

Re: Real Estate Matter

Dear Mayor Tierney:

I am enclosing two things: One is an old Certified Survey Map and the other is a resolution of the city from 15 years ago.

Ron Wendt's driveway is on exactly what is shown as "Kimberly Street" in this Certified Survey Map 2455. He has a wide driveway and he has blacktopped the whole thing, and it has been in continuous use for at least 40 years that he knows of.

When Kimberly Street was abandoned, 33 feet of it of course reverted to Ron. As to the other 33 feet, the northerly portion, it passed to the owners to the north. I think that owner is the city.

Ron has occupied both the south 33 feet and the north 33 feet for all of these years, and probably could take it by adverse possession. He does not want a fight. He would like to have the city cede the northerly 33 feet to him as well. He will pay for all of the transaction costs to get this done.

I would appreciate it if you would talk to Ron about this – he will be contacting you shortly. We would like to cooperate with the city and see if we can get this done inexpensively and easily.

Sincerely,



Douglas W. Kammer
Attorney at Law
dkammer@kammerlaw.com
DWK/cms

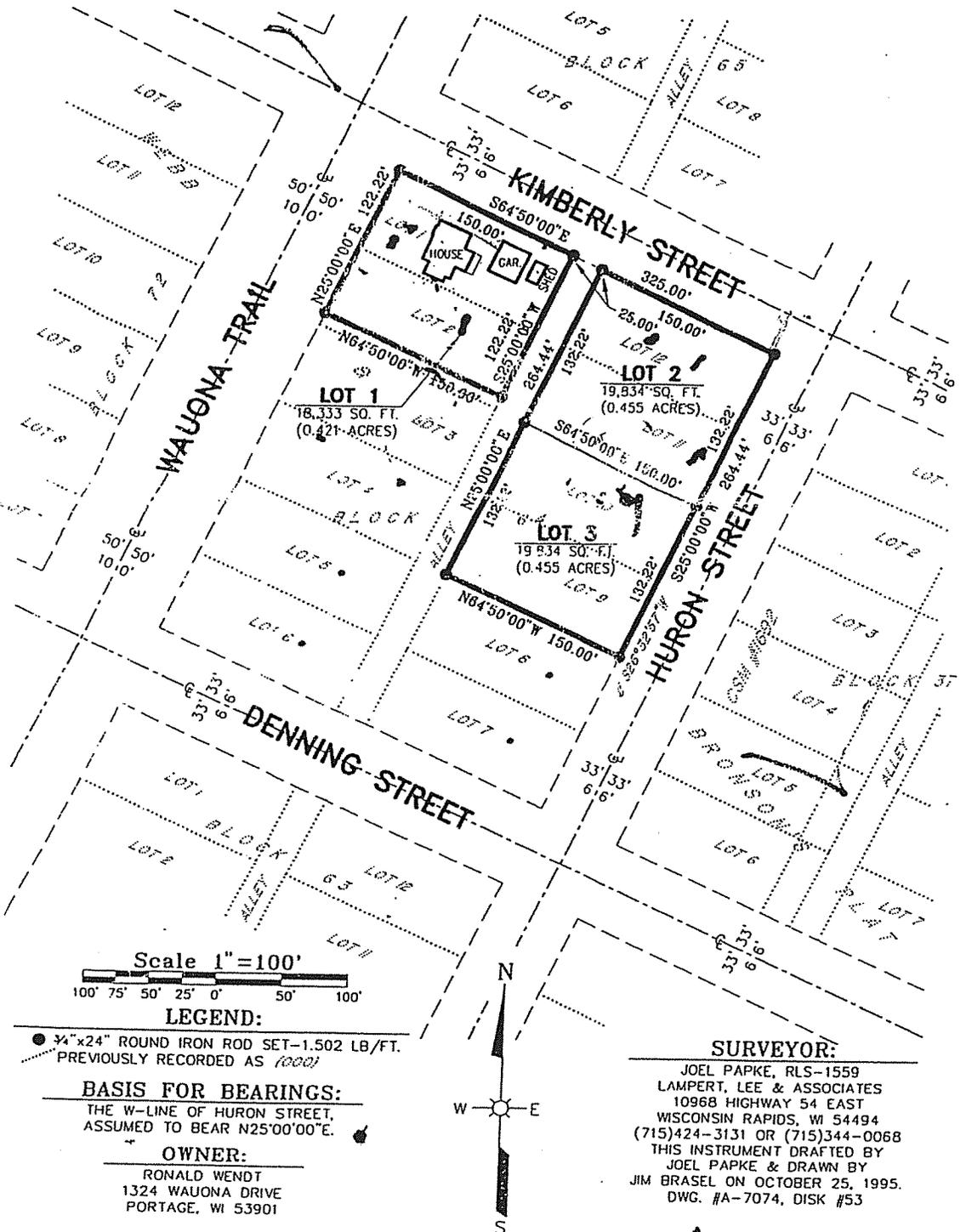
cc (w/ encl.): Ron Wendt ✓

COLUMBIA COUNTY CERTIFIED SURVEY MAP NO. 2455

FOR

Ronald Wendt

Part of Lot 2, All of Lots 1, 9, 10, 11 & 12, Block 64, Webb & Bronson's Plat (Now City Plat), Being part of the SE1/4NW1/4, Section 4, T12N, R9E, City of Portage, Columbia County, Wisconsin.



Scale 1"=100'

100' 75' 50' 25' 0' 50' 100'

LEGEND:

● 3/4"x24" ROUND IRON ROD SET-1.502 LB/FT. PREVIOUSLY RECORDED AS 10001

BASIS FOR BEARINGS:

THE W-LINE OF HURON STREET, ASSUMED TO BEAR N25°00'00"E.

OWNER:

RONALD WENDT
1324 WAUONA DRIVE
PORTAGE, WI 53901

SURVEYOR:

JOEL PAPKE, RLS-1559
LAMPERT, LEE & ASSOCIATES
10968 HIGHWAY 54 EAST
WISCONSIN RAPIDS, WI 54494
(715)424-3131 OR (715)344-0068
THIS INSTRUMENT DRAFTED BY
JOEL PAPKE & DRAWN BY
JIM BRASEL ON OCTOBER 25, 1995.
DWG. #A-7074, DISK #53

RESOLUTION NO. 97-063

RESOLUTION RELATIVE TO VACATING A PORTION OF KIMBERLY STREET:

WHEREAS, the City of Portage has received a request to discontinue a portion of Kimberly Street located between Wauona Trail and Huron Street adjacent Blocks 64 and 65 City Plat, City of Portage and the alley in said Block 64, Columbia County, Wisconsin;

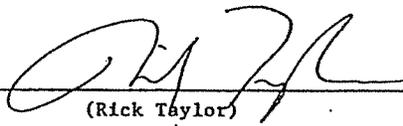
AND WHEREAS, it appears that the street is an unopened street and that no utilities exist in any part of said street, either above or below the ground;

AND WHEREAS, pursuant to Wisconsin Statutes 80.32, any part of a road which shall be entirely abandoned as a route and on which no highway funds have been expended for five (5) years shall be considered discontinued;

NOW THEREFORE, IT IS HEREBY RESOLVED, by the Common Council of the City of Portage, that part of Kimberly Street located between Wauona Trail and Huron Street shall be deemed to be a discontinued portion of a road pursuant to 809.32 of Wisconsin Statutes for the reasons set forth above and upon discontinuation, the discontinued lands shall belong to the owners of the adjoining lands.

IT IS HEREBY FURTHER RESOLVED that the City Clerk is hereby ordered to record a certified copy of this Resolution with the Register of Deeds Office for Columbia County, Wisconsin setting forth the discontinuation of said portion of the street.

DATED this 23rd day of October, 1997.



(Rick Taylor)

Adopted: 10/23/97

Approved: 10/24/97



Jerome D. Kutzke, Mayor

Resolution requested by: Plan Commission

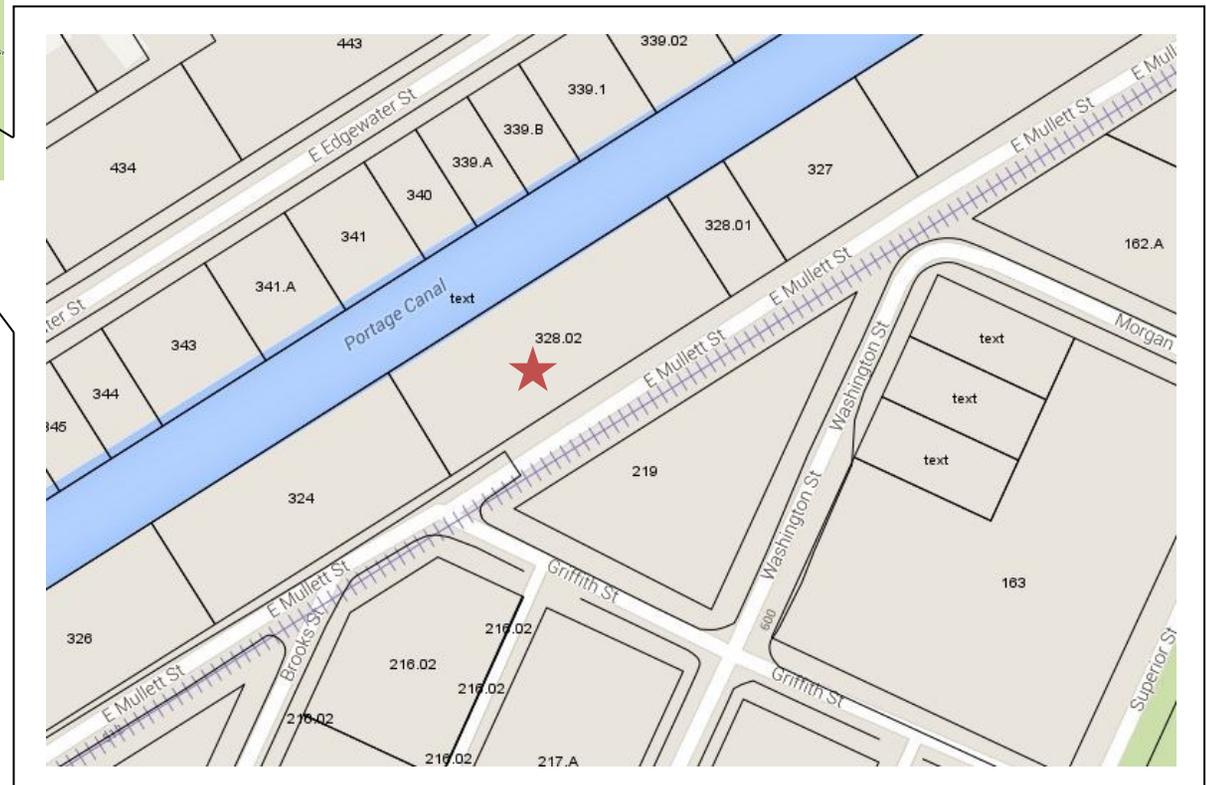
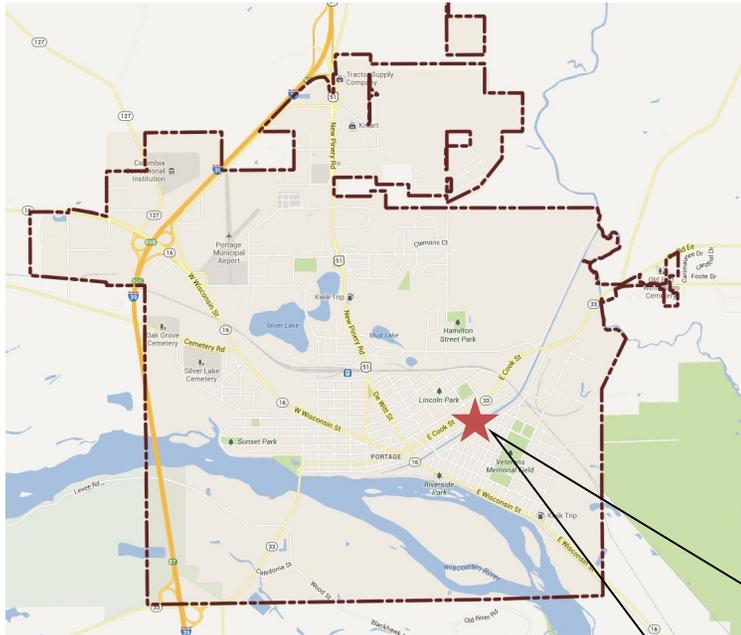


NTS

CITY OF PORTAGE, WI

Zoning Amendment (B-1 to B-4)

Parcel #328.02
Rick Taylor - Mini Warehouses



CITY OF PORTAGE

115 West Pleasant Street
Portage, Wisconsin 53901
Telephone: (608) 742-2176 • Fax: (608) 742-8623



'Where the North Begins'

635 E Mullitt

Parcel # 328.02

Petition for Zoning Amendment

Municipal Code, Section 13-1-181

Fee: \$100.00

The undersigned hereby petitions the City Council of the City of Portage for the following amendment(s) to the zoning code.

Text changes: (Please cite section of code to be changed.)

Reason for proposed changes: Mini warehouses

Current Zoning: B1

Proposed Zoning: B4

Attach a list of owners and addresses of all properties included in the area of the proposed changes including all properties immediately adjacent to and extending 100 feet from the proposed change.

If requesting boundary changes, a map showing proposed changes must be attached.

Rick Taylor
Print Name

[Signature]
Signature of Petitioner

5/9/14
Date

C140508 #8

Plan Commission

Date of Meeting: 5/19/14

Recommendation:

City Council:

Date of Hearing Notice: Public Hearing Date:

Action Taken:

For Office Use Only

Department Approval:

City Clerk:
approved denied

Signature Date

City Treasurer:
approved denied

Signature Date

Fire Department:
approved denied

Signature Date

Public Works Director:
approved denied

Signature Date

Building Inspector:
approved denied

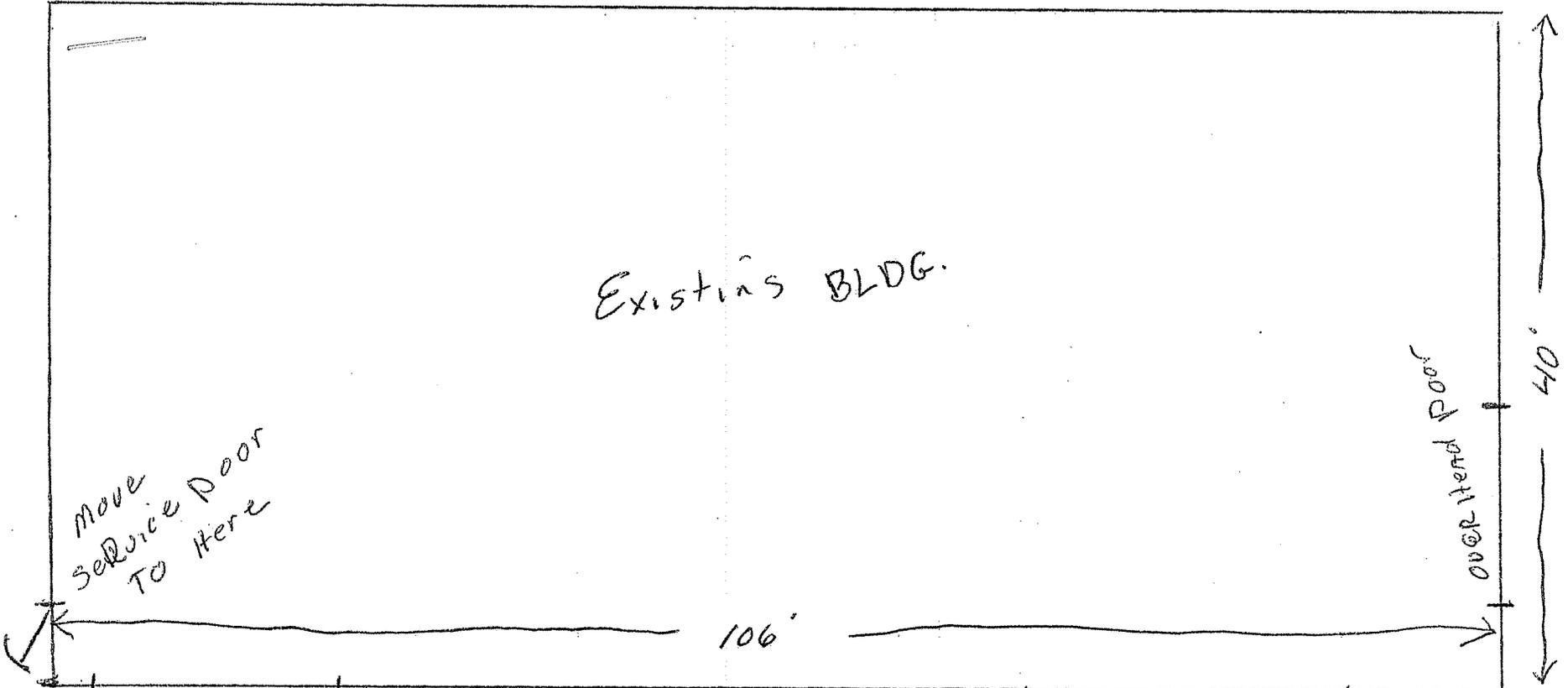
Signature Date

City Administrator:
approved denied

Signature Date

If denied, explain reason:

Existing BLDG.



OVER Head door

20'

10x20

10x20

10x20

1400 TOTAL SQ

10x20

10x20

10x20

10x20

72' 11"

7- UNITS with Roll up Doors

Steel Sidings OVER 1/2 OSB.
Inside and OUT steel on outside only