CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL

APPROVAL OF MINUTES

Minutes of the February 4, 2020 meeting

PUBLIC COMMENTS – Non-Agenda Related Topics

PUBLIC HEARING

1. 6:31 p.m.
   Public hearing regarding the proposed project plan, boundaries, and creation of Tax Incremental District No. 15

CURRENT ITEMS

2. Consideration of a “Resolution Designating Proposed Boundaries and Approving a Project Plan for Tax Incremental District No. 15, City of River Falls, Wisconsin”
3. Consideration of a request for a waiver of subdivision approval jurisdiction in the Town of Troy
4. Consideration of a resolution to vacate a portion of River Street right-of-way

REPORTS/DIALOGUE

5. Director’s Report

CALENDAR

Next regular Plan Commission meeting on April 7, 2020, at 6:30 p.m.

ADJOURNMENT

Council members may be in attendance for informational purposes only. No official Council action will be taken.
Community Development Department
222 Lewis Street
River Falls, WI 54022
715.425.0900
www.rfcity.org

MINUTES
PLAN COMMISSION
FEBRUARY 4, 2020 at 6:30 p.m.
City Council Chambers

Members Present: Lisa Moody, Patricia LaRue, Hal Watson, Bill Stuessel, Craig Hinzman, Michael Woolsey (Chair)
Members Absent: Dan Toland (excused)
Staff Present: Amy Peterson, Crystal Raleigh, Brandy Howe
Others Present: Ben Fochs, Matt Hieb (Auth Consulting), Mark Sylla (E.W. Homes)

CALL TO ORDER
Meeting convened at 6:30 p.m.

APPROVAL OF MINUTES
M/Moody, S/Stuessel – motion carried 6-0

PUBLIC COMMENTS
Ben Fochs, 2529 Powell Avenue, spoke in regard to trails and parkland in Sterling Ponds. He asked that the City wait for a solicitation from recreational groups, like Kinni Off Road Cyclists (KORC), instead of seeking them out to establish group-specific park amenities. In addition, he asked that the City ensure continuation of the trail network from Chapman Drive along Huppert Street.

CURRENT ITEMS

Consideration of a resolution to approve a preliminary plat for Sterling Ponds Cottages
Howe provided a presentation on the agenda item. She reported that E.W. Homes submitted a preliminary plat and preliminary engineering plans for Sterling Ponds Cottages last month. The project is proposed on a 7.2-acre site at the southwest corner of Huppert Street and Chapman Drive. This item was conceptually reviewed by the Plan Commission on November 5th and was found to be acceptable to move forward as a preliminary plat. The plat will create 18 twin-home lots on 5.9-acres of the 7.2-acre site and will extend New Castle Drive to terminate in a cul-de-sac. A stormwater pond is located in Outlot 3 which is shown on the plat to be dedicated to the public. Howe noted that city engineering staff is working with the project team to determine whether or not it is necessary for the pond to be dedicated to the public. It is staff’s preference to not own the pond if it is not necessary to do so. The details will be ironed out during the final platting process when staff receives detailed engineering plans.

Howe reported that in conducting its analysis, staff reviewed the plat and preliminary engineering plans against the comprehensive plan, zoning ordinance, official map, subdivision ordinance, and developer’s agreement. She noted that the site is governed by the 2003 Developer’s Agreement for Sterling Ponds and the agreement requires construction of a 5-foot sidewalk on both sides of all
streets. In this plat, the developer proposes to construct sidewalk on only one side of Newcastle Drive. An amendment to the developer’s agreement will be necessary to deviate this requirement. Howe noted that staff recommends that if the Plan Commission accepts the concept of sidewalk on just one side of Newcastle Drive that the Plan Commission require one of two options: 1) a sidewalk be added to the east side of Triton Avenue, or 2) continue the sidewalk around the cul-de-sac and extend it between lots 8-9 to connect to Chapman Drive. Howe also indicated that the subdivision ordinance requires 10% of the gross area the site be dedicated to the public for park or recreation purposes and that no parkland is dedicated on this plat. A fee-in-lieu option is an alternative to this requirement which is paid per unit at the time of building permit. Staff then made a recommendation to approve the preliminary plat with the following conditions: 1) require a parkland dedication fee; 2) require sidewalk either on the east side of Triton Street from Newcastle to Chapman Drive or continue around the cul-de-sac and connect between lots up to Chapman Drive; 3) recommend to City Council an addendum to the 2003 Sterling Ponds developer’s agreement to allow sidewalk along one side of Newcastle Drive.

Woolsey asked for a motion on the resolution. Watson moved to approve the preliminary plat for Sterling Ponds Cottages. Stuessel seconded the motion.

Watson asked why plat a sidewalk on only one side of Newcastle Drive. Howe responded that it is a low volume street serving only 18-units and that staff has determined that sidewalk on one side is sufficient to serve the neighborhood in this situation. Watson said that he would like to see sidewalk all the way around Newcastle Drive from one end of Triton to the other.

Watson made a motion to revise the resolution to strike the 5th Whereas and No. 3 under the 6th Whereas. Hinzman seconded the motion.

Peterson pointed out that her interpretation of the motion is that if those items are removed in the resolution then the plat must go by the developer’s agreement, which states that sidewalk shall be placed on both sides of the street, which in this instance also means Triton Avenue in addition to both sides of Newcastle Drive. Watson responded that it was not his intention to require sidewalk on Triton Avenue. Hieb addressed the Plan Commission and indicated that the developer is not opposed to sidewalks, but the need for them should be measured against the rising costs of home construction. He also noted that Triton Avenue is a private street and if sidewalk were added there, they may have difficulty in renegotiating their agreement to deed over Outlot 1 to the owners of Triton Avenue. Watson responded that Mr. Hieb makes very good points. He added that he feels that sidewalk should be added to both sides of Newcastle Drive as well as extension between Lots 8 and 9 to connect to the trail on Chapman Drive. Watson described his understanding of the function of sidewalks to provide connectivity between units and creates a public space and a sense of neighborhood. He noted that during his time on City Council he has been contacted countless times by residents who would like to have sidewalks on their streets.

Woolsey called the question on Watson’s amendment. All in favor – Moody/Watson/Hinzman; opposed – Stuessel/Woolsey.

Woolsey made a motion to further amend the resolution to require a sidewalk connection between Lots 8 and 9 to Chapman Drive with the clarification that no sidewalk will be required along Triton Avenue.

M/Woolsey, S/Stuessel – motion carried 6-0.
Director’s Report
Peterson reported that in the next few months she will set up individual meetings with Plan Commission members. She highlighted the DeSanctis Park RFP on page 3 of the report and noted that staff and Commissioner Woolsey reviewed the proposals and narrowed it down to two proposals. Staff met with the Mayor and Executive Team and narrowed it down to one firm. Staff will send out notification to all firms that applied by the end of the week. She also highlighted the Sterling Ponds Park Plan was recommended for approval by the Park Board with some modifications to parks in the neighborhood.

ADJOURNMENT
Watson made a motion to adjourn at 7:04 p.m.

M/Watson, S/Moody; motion carried 6-0

Respectfully submitted,

Brandy Howe, AICP, Sr. Planner
ITEM: Consideration of a Resolution Designating Proposed Boundaries and Approving a Project Plan for Tax Increment District No. 15

STAFF: Keri Schreiner, Economic Development Specialist

BACKGROUND
A proposed new tax increment district (TID) which encompasses the property at 1300 South Main Street is scheduled for a public hearing at the Plan Commission on March 9. Sean Lentz from Ehlers will be at the meeting to present the proposed plan to the Plan Commission and answer questions. After the public hearing, the Plan Commission will consider the resolution designating the district boundaries and approving the project plan. If approved, the plan will be forwarded to the City Council for review, then to the Joint Review Board for final approval. The proposed blight district would have a 27-year life and would be scheduled to terminate in 2047.

The River Falls Motel, which previously sat on the site, was built in 1964 prior to the parcel being annexed into the City in the 1970’s. In 2010, the River Falls Motel closed and was sold to a local developer, but the property did not redevelop. In 2016, the buildings were demolished following a raze order due to their dilapidated condition. Deteriorated pavement and gravel remain on the site.

ANALYSIS
In 2018, the Gerrard Corporation proposed multifamily housing on 1300 South Main Street and in December 2019 the City entered into a development agreement with 1300, LLC. Gerrard Corporation have proposed a 50-unit multifamily structure that would provide affordable housing with underground parking, a sandbox, and a public transit shelter. West CAP (West Central Wisconsin Community Action Agency) will operate the facility after development.

Projects anticipated for the area of the proposed district include the cost of development incentives, Wells Park improvements, infrastructure improvements, sidewalk improvements, property acquisition, and money included in the City’s Revolving Loan Fund. A key priority project will be to provide a sidewalk connection through the College View neighborhood to Wells Park.
FINANCIAL CONSIDERATIONS
Tax increment districts are created to provide incentives for new development and must meet the “but for” test. The district, once created, will use the tax revenue from new development to repay upfront costs to provide infrastructure and other expenses in order to serve the development.

STAFF RECOMMENDATION
Staff’s recommendation is to adopt the resolution designating proposed boundaries and approve the project plan for TID #15.

ATTACHMENTS
1. Resolution
2. Draft Project Plan for Tax Increment Financing District No. 15
RESOLUTION DESIGNATING PROPOSED BOUNDARIES AND APPROVING A PROJECT PLAN FOR TAX INCREMENTAL DISTRICT NO. 15, CITY OF RIVER FALLS, WISCONSIN

WHEREAS, the City of River Falls has determined that use of Tax Incremental Financing is required to promote development and redevelopment within the City; and

WHEREAS, Tax Incremental District No. 15 (the “District”) is proposed to be created by the City as a blighted area 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 owners of all property in the proposed District, to the chief executive officers of Pierce County, the River Falls School District, and the Chippewa Valley 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 March 9, 2020, 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 River Falls that:

1. It recommends to the Common Council that Tax Incremental District No. 15 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 _____________, 2020.

______________________________
Dan Toland, Mayor

_______________________
Amy White, City Clerk
EXHIBIT A

LEGAL BOUNDARY DESCRIPTION OR MAP OF TAX INCREMENTAL DISTRICT NO. 15 CITY OF RIVER FALLS

LOCATED IN THE SW1/4 OF THE NE1/4 OF SECTION 12, T27N, R19W, CITY OF RIVER FALLS, PIERCE COUNTY, WISCONSIN, BEING LOT 1 OF CERTIFIED SURVEY MAP VOLUME 15, PAGE 73.
Project Plan
Tax Incremental District No. 15

Organizational Joint Review Board Meeting Held: Scheduled for: March 9, 2020
Public Hearing Held: Scheduled for: March 9, 2020
Approval by Plan Commission: Scheduled for: March 9, 2020
Adoption by Common Council: Scheduled for: March 24, 2020
Approval by the Joint Review Board: Scheduled for: TBD
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SECTION 1: Executive Summary

Description of District
Tax Incremental District (“TID”) No. 15 (“District”) is a proposed Blighted Area District comprising approximately 1.60 acres located at 1300 S. Main bounded by E. Johnson Street to the north, S. Main Street to the west, multifamily residential to the south and single family and duplex units to the east. The proposed district contains one parcel that was formerly occupied by the River Falls Motel. The site has since been cleared and now sits predominantly vacant.

The District will be created to promote development of a multifamily workforce housing development (“Project”). The project will be completed by 1300, LLC (“Developer”)

Authority
The City is creating the District under the provisions of Wis. Stat. § 66.1105.

Estimated Total Project Cost Expenditures
The City anticipates making total expenditures of approximately $1,650,000 (“Project Costs”) to undertake the projects listed in this Project Plan (“Plan”). Project Costs include an estimated cash grant/development incentive, Wells Park improvements, infrastructure improvements, sidewalks, additional funding for the City’s revolving loan fund, and property acquisition. A number of the projects will be constructed outside of the District’s boundaries but within one-half mile.

Incremental Valuation
The City projects that new land and improvements value of approximately $4,518,000 will result from the Project. Creation of this additional value will be made possible by the Project Costs made within the District. A table detailing assumption’s as to the development timing and associated values is included in the Economic Feasibility Study located within this Plan.

Expected Termination of District
Based on the Economic Feasibility Study located within Section 9 of this Plan, the City anticipates that the District will generate sufficient tax increment to pay all Project Costs within its allowable 27 years.

Summary of Findings
As required by Wis. Stat. § 66.1105, and as documented in this Plan and the exhibits contained and referenced herein, the following findings are made:
1. That “but for” the creation of this District, the development projected to occur as detailed in this Plan: 1) would not occur; or 2) would not occur in the manner, at the values, or within the timeframe desired by the City. In reaching this determination, the City has considered:

The River Falls Motel was built in the 1964 prior to the parcel being annexed into the City in the 1970’s. It is the City’s understanding that the motel struggled to compete economically between about 2000-2011. The structure and site underwent steady decline and marginal maintenance kept it in use until 2010 when it closed its doors. Table 1 depicts the decline in valuation of the parcel valuation from 2011 thru 2020.

<table>
<thead>
<tr>
<th>Owner</th>
<th>Land</th>
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<th>Total</th>
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</table>

Source: Assessment information, Pierce County, WI

The motel was subsequently sold to a local developer who planned to slowly rehab it for multifamily rental; however, in 2015 the developer passed away before redevelopment occurred. The structures and site fell further into decline until it was demolished in October 2016 following a raze order issued in September 2016 due to its dilapidated condition. While the buildings have since been cleared from the site, deteriorated pavement and gravel remain on the site.

Provision of the requested assistance would improve the Project’s return on investment. Based on the City’s review, provision of pay as you go incentives in the amount requested is necessary to provide an acceptable
return on investment and indicates that “but for” the incentives, the project would not likely proceed.

2. The economic benefits of the District, as measured by increased employment, business and personal income, and property value, are sufficient to compensate for the cost of the improvements. In making this determination, the City has considered the following information:

As demonstrated in the Economic Feasibility Section of this Project Plan, the tax increments projected to be collected are more than sufficient to pay for the proposed project costs. The finding is supported on this basis.

The Developer intends to develop a multifamily workforce housing development which the City believes will be an integral part of the housing needs of the City residents and the surrounding area.

The Developer is likely to purchase goods and services from local suppliers in construction of the Project, and induced effects of the new households spending locally for goods and services from retailers, restaurants and service companies provide additional economic benefits.

As shown in Table 1, the current value of the parcel is $189,000 generating $4,419 in tax revenue. Following completion of the multifamily workforce housing development, the projected taxable value is estimated at $4,518,000. This new value is projected to generate $100,000 in revenue.

3. The benefits of the proposal outweigh the anticipated tax increments to be paid by the owners of property in the overlying taxing jurisdictions. As required by Wis. Stat. § 66.1105(4)(i)4., a calculation of the share of projected tax increments estimated to be paid by the owners of property in the overlying taxing jurisdictions has been prepared and can be found in this Plan. However, because the Project would not occur without the use of tax incremental financing, these tax increments would not be paid but for creation of the District. Accordingly, the City finds that the benefits expected to be realized as set forth in this Plan outweigh the value of the tax increments to be invested in the Project.

4. Not less than 50% by area of the real property within the District is a blighted area as defined by Wis. Stat. § 66.1105(2)(ae)1.

5. Based on the foregoing finding, the District is designated as a blighted area district.

6. The Project Costs relate directly to the elimination of blight in the District, consistent with the purpose for which the District is created.
7. Improvements to be made in the District are likely to significantly enhance the value of substantially all of the other real property in the District.

8. The equalized value of taxable property in the District, plus the incremental value of all existing tax incremental districts within the City does not exceed 12% of the total equalized value of taxable property within the City.

9. The City estimates that none of the territory within the District will be devoted to retail business at the end of the District’s maximum expenditure period, pursuant to Wis. Stat. § 66.1105(5)(b).

10. The Plan for the District is feasible and is in conformity with the Master Plan of the City.

11. That there are no parcels to be included within the District that were annexed by the City within the preceding three-year period.

SECTION 2: Preliminary Map of Proposed District Boundary

Map Found on Page 8.

Area Description

The proposed TID is bounded by E. Johnson Street to the north, S. Main Street to the west, multifamily residential to the south and single family and duplex units to the east. The proposed district contains one parcel that was formerly occupied by the River Falls Motel. The old motel and associated structures are shown in the aerial map image. The site has since been cleared and now sits predominantly vacant.

Site History and Existing Conditions

The River Falls Motel was built in the 1964 prior to the parcel being annexed into the City in the 1970’s. It is staff’s understanding that the motel struggled to compete economically between about 2000-2011. The structure and site underwent steady decline and marginal maintenance kept it in use until 2010 when it closed its doors. The motel was subsequently sold to a local developer who planned to slowly rehab it for multifamily rental; however, in 2015 the developer passed away before redevelopment occurred. The structures and site fell further into decline until it was demolished in October 2016 following a raze order issued in September 2016 due to its dilapidated condition. While the
buildings have since been cleared from the site, deteriorated pavement and gravel remain on the site.
SECTION 3:
Map Showing Existing Uses and Conditions

Map Found on Following Page.
Proposed TID #15 Boundaries

1300 South Main Street
River Falls, WI 54022

Zoning: R3 Multiple Family High Density Residential with Planned Unit Development (PUD) Overlay

Note: aerial photo is from 2015 and depicts on site buildings that have since been razed
## SECTION 4:
### Preliminary Parcel List and Analysis

City of River Falls, Wisconsin
Tax Increment District # 15

### Base Property Information

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<th>Parcel Number</th>
<th>Street Address</th>
<th>Owner</th>
<th>Acreage</th>
<th>Land</th>
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<th>Land Value</th>
<th>Imp Value</th>
<th>PP Value</th>
<th>Total Value</th>
<th>Blighted</th>
<th>Rehab/Conservation</th>
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The above values are as of January 1, 2019. Actual base value certification of the territory will be based on January 1, 2020 assessed values.
SECTION 5: Equalized Value Test

The following calculations demonstrate that the City expects to be in compliance with Wis. Stat. § 66.1105(4)(gm)4.c., which requires that the equalized value of the taxable property in the proposed District, plus the value increment of all existing tax incremental districts, does not exceed 12% of the total equalized value of taxable property within the City.

The equalized value of the increment of existing tax incremental districts within the City, plus the base value of the proposed District, totals $68,034,400. This value is less than the maximum of $130,122,948 in equalized value that is permitted for the City.

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<td>Total EV (TID In)</td>
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<td>12% Test</td>
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<td>Total Existing Increment</td>
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<td>Projected Base of New or Amended District</td>
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<td>Less Value of Any Underlying TID Parcels</td>
<td>0</td>
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<td>Total Value Subject to 12% Test</td>
<td>68,034,400</td>
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<td>Compliance</td>
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City of River Falls, Wisconsin
Tax Increment District # 15
Valuation Test Compliance Calculation
SECTION 6: Statement Listing the Kind, Number and Location of All Proposed Public Works or Improvements Within the District

Project Costs are any expenditure made, estimated to be made, or monetary obligations incurred or estimated to be incurred as outlined in this Plan. Project Costs will be diminished by any income, special assessments or other revenues, including user fees or charges, other than tax increments, received or reasonably expected to be received in connection with the implementation of the Plan. If Project Costs incurred benefit territory outside the District, a proportionate share of the cost is not a Project Cost. Costs identified in this Plan are preliminary estimates made prior to design considerations and are subject to change after planning, design and construction is completed.

With all Project Costs, the costs of engineering, design, survey, inspection, materials, construction, restoring property to its original condition, apparatus necessary for public works, legal and other consultant fees, testing, environmental studies, permits, updating City ordinances and plans, judgments or claims for damages and other expenses are included as Project Costs.

The following is a list of public works and other tax incremental financing eligible Project Costs that the City expects to make, or may need to make, in conjunction with the implementation of the District’s Plan. The map found in Section 7 of this Plan along with the Detailed List of Project Costs found in Section 8 provide additional information as to the kind, number and location of potential Project Costs.

**Property, Right-of-Way and Easement Acquisition**

*Property Acquisition for Development*

To promote and facilitate development the City may acquire property within the District. The cost of property acquired, and any costs associated with the transaction, are eligible Project Costs. Following acquisition, other Project Costs within the categories detailed in this Section may be incurred to make the property suitable for development. Any revenue received by the City from the sale of property acquired pursuant to the execution of this Plan will be used to reduce the total project costs of the District. If total Project Costs incurred by the City to acquire property and make it suitable for development exceed the revenues or other consideration received from the sale or lease of that property, the net amount shall be considered “real property assembly costs” as
defined in Wis. Stat. § 66.1105(2)(f)1.c., and subject to recovery as an eligible Project Cost.

**Property Acquisition for Conservancy**

To promote the objectives of this Plan, the City may acquire property within the District that it will designate for conservancy. These conservancy objectives include: preserving historic resources or sensitive natural features; protection of scenic and historic views; maintaining habitat for wildlife; maintaining adequate open space; reduction of erosion and sedimentation by preserving existing vegetation; and providing adequate areas for management of stormwater. The cost of property acquired for conservancy, and any costs associated with the transaction, are eligible Project Costs.

**Acquisition of Rights-of-Way**

The City may need to acquire property to allow for installation of streets, driveways, sidewalks, utilities, stormwater management practices and other public infrastructure. Costs incurred by the City to identify, negotiate and acquire rights-of-way are eligible Project Costs.

**Acquisition of Easements**

The City may need to acquire temporary or permanent easements to allow for installation and maintenance of streets, driveways, sidewalks, utilities, stormwater management practices and other public infrastructure. Costs incurred by the City to identify, negotiate and acquire easement rights are eligible Project Costs.

**Relocation Costs**

If relocation expenses are incurred in conjunction with the acquisition of property, those expenses are eligible Project Costs. These costs may include, but are not limited to: preparation of a relocation plan; allocations of staff time; legal fees; publication of notices; obtaining appraisals; and payment of relocation benefits as required by Wis. Stat. Chapter 32 and Wis. Admin. Code ADM 92.

**Site Preparation Activities**

**Environmental Audits and Remediation**

If it becomes necessary to evaluate any land or improvement within the District, any cost incurred by the City related to environmental audits, testing, and remediation are eligible Project Costs.
**Demolition**

To make sites suitable for development, the City may incur costs related to demolition and removal of structures or other land improvements, to include abandonment of wells or other existing utility services.

**Site Grading**

Land within the District may require grading to make it suitable for development, to provide access, and to control stormwater runoff. The City may need to remove and dispose of excess material, or bring in fill material to provide for proper site elevations. Expenses incurred by the City for site grading are eligible Project Costs.

**Utilities**

**Sanitary Sewer System Improvements**

To allow development to occur, the City may need to construct, alter, rebuild or expand sanitary sewer infrastructure within the District. Eligible Project Costs include, but are not limited to, construction, alteration, rebuilding or expansion of: collection mains; manholes and cleanouts; service laterals; force mains; interceptor sewers; pumping stations; lift stations; wastewater treatment facilities; and all related appurtenances. To the extent sanitary sewer projects undertaken within the District provide direct benefit to land outside of the District, the City will make an allocation of costs based on such benefit. Those costs corresponding to the benefit allocated to land within the District, and necessitated by the implementation of the Project Plan, are eligible Project Costs. Implementation of the Project Plan may also require that the City construct, alter, rebuild or expand sanitary sewer infrastructure located outside of the District. That portion of the costs of sanitary sewer system projects undertaken outside the District which are necessitated by the implementation of the Project Plan are eligible Project Costs. The improvements to the wastewater treatment facilities, although not within the ½ mile radius, is an eligible project cost under Wis. Stat. § 66.1105(2)(f)1 k.

**Water System Improvements**

To allow development to occur, the City may need to construct, alter, rebuild or expand water system infrastructure within the District. Eligible Project Costs include, but are not limited to, construction, alteration, rebuilding or expansion of: distribution mains; manholes and valves; hydrants; service laterals; pumping stations; wells; water treatment facilities; storage tanks and reservoirs; and all related appurtenances. To the extent water system projects undertaken within the District provide direct benefit to land outside of the District, the City will
make an allocation of costs based on such benefit. Those costs corresponding to the benefit allocated to land within the District, and necessitated by the implementation of the Project Plan, are eligible Project Costs. Implementation of the Project Plan may also require that the City construct, alter, rebuild or expand water system infrastructure located outside of the District. That portion of the costs of water system projects undertaken outside the District which are necessitated by the implementation of the Project Plan are eligible Project Costs.

*Stormwater Management System Improvements*

Development within the District will cause stormwater runoff. To manage this stormwater runoff, the City may need to construct, alter, rebuild or expand stormwater management infrastructure within the District. Eligible Project Costs include, but are not limited to, construction, alteration, rebuilding or expansion of: stormwater collection mains; inlets, manholes and valves; service laterals; ditches; culvert pipes; box culverts; bridges; stabilization of stream and river banks; and infiltration, filtration and detention Best Management Practices (BMP’s). To the extent stormwater management system projects undertaken within the District provide direct benefit to land outside of the District, the City will make an allocation of costs based on such benefit. Those costs corresponding to the benefit allocated to land within the District, and necessitated by the implementation of the Project Plan, are eligible Project Costs. Implementation of the Project Plan may also require that the City construct, alter, rebuild or expand stormwater management infrastructure located outside of the District. That portion of the costs of stormwater management system projects undertaken outside the District which are necessitated by the implementation of the Project Plan are eligible Project Costs.

*Electric Service*

To create sites suitable for development, the City may incur costs to provide, relocate or upgrade electric services. Relocation may require abandonment and removal of existing poles or towers, installation of new poles or towers, or burying of overhead electric lines. Costs incurred by the City to undertake this work are eligible Project Costs.

*Gas Service*

To create sites suitable for development, the City may incur costs to provide, relocate or upgrade gas mains and services. Costs incurred by the City to undertake this work are eligible Project Costs.
Communications Infrastructure

To create sites suitable for development, the City may incur costs to provide, relocate or upgrade infrastructure required for voice and data communications, including, but not limited to: telephone lines, cable lines and fiber optic cable. Costs incurred by the City to undertake this work are eligible Project Costs.

Streets and Streetscape

Street Improvements

To allow development to occur, the City may need to construct or reconstruct streets, highways, alleys, access drives and parking areas. Eligible Project Costs include, but are not limited to: excavation; removal or placement of fill; construction of road base; asphalt or concrete paving or repaving; installation of curb and gutter; installation of sidewalks and bicycle lanes; installation of culverts, box culverts and bridges; rail crossings and signals; utility relocation, to include burying overhead utility lines; street lighting; installation of traffic control signage and traffic signals; pavement marking; right-of-way restoration; installation of retaining walls; and installation of fences, berms, and landscaping.

Streetscaping and Landscaping

To attract development consistent with the objectives of this Plan, the City may install amenities to enhance development sites, rights-of-way and other public spaces. These amenities include, but are not limited to: landscaping; lighting of streets, sidewalks, parking areas and public areas; installation of planters, benches, clocks, tree rings, trash receptacles and similar items; and installation of brick or other decorative walks, terraces and street crossings. These and any other similar amenities installed by the City are eligible Project Costs.

Community Development

Cash Grants (Development Incentives)

The City may enter into agreements with property owners, lessees, or developers of land located within the District for sharing costs to encourage the desired kind of improvements and assure tax base is generated sufficient to recover Project Costs. No cash grants will be provided until the City executes a developer agreement with the recipient of the cash grant. Any payments of cash grants made by the City are eligible Project Costs.

Contribution to Community Development Authority (CDA)

As provided for in Wis. Stat. § 66.1105(2)(f)1.h and Wis. Stat. § 66.1333(13), the City may provide funds to its CDA to be used for administration, planning operations, and capital costs, including but not limited to real property
acquisition, related to the purposes for which it was established in furtherance of any redevelopment or urban renewal project. Funds provided to the CDA for this purpose are eligible Project Costs.

**Revolving Loan/Grant Program (Development Incentives)**

To encourage private development consistent with the objectives of this Plan, the City, through its CDA, may provide loans or grants to eligible property owners in the District. Eligible improvements will be those that are likely to improve the value of the property, enhance the visual appearance of the property and surrounding area, correct safety deficiencies, or as otherwise specified by the CDA in the program manual. Any funds returned to the CDA from the repayment of loans made are not considered revenues to the District, and will not be used to offset District Project Costs. Instead, these funds may be placed into a revolving fund and will continue to be used for the program purposes stated above. Any funds provided to the CDA for purposes of implementing this program are considered eligible Project Costs.

**Miscellaneous**

**Projects Outside the Tax Increment District**

Pursuant to Wis. Stat. § 66.1105(2)(f)1.n, the City may undertake projects within territory located within one-half mile of the boundary of the District provided that: 1) the project area is located within the City’s corporate boundaries; and 2) the projects are approved by the Joint Review Board. The cost of projects completed outside the District pursuant to this section are eligible project costs, and may include any project cost that would otherwise be eligible if undertaken within the District.

**Professional Service and Organizational Costs**

The costs of professional services rendered, and other costs incurred, in relation to the creation, administration and termination of the District, and the undertaking of the projects contained within this Plan, are eligible Project Costs. Professional services include but are not limited to: architectural; environmental; planning; engineering; legal; audit; financial; and the costs of informing the public with respect to the creation of the District and the implementation of the Plan.

**Administrative Costs**

The City may charge to the District as eligible Project Costs reasonable allocations of administrative costs, including, but not limited to, employee salaries. Costs allocated will bear a direct connection to the time spent by City employees relating to the implementation of the Plan.
**Financing Costs**

Interest expense, debt issuance expenses, redemption premiums, and any other fees and costs incurred in conjunction with obtaining financing for projects undertaken under this Plan are eligible Project Costs.
SECTION 7:
Maps Showing Proposed Improvements and Uses

Map Found on Following Page.
NE Perspective:

1300 Residences
Northeast perspective
NW Perspective:

1300 Residences
Northwest perspective
SW Perspective:
SECTION 8: Detailed List of Estimated Project Costs

The following list identifies the Project Costs that the City currently expects to incur in implementing the District’s Plan. All projects identified and related costs reflect the best estimates available as of the date of preparation of this Plan. All costs are preliminary estimates and may increase or decrease. Certain Project Costs listed may become unnecessary, and other Project Costs not currently identified may need to be made. (Section 6 details the general categories of eligible Project Costs). Changes in Project Cost totals or the types of Project Costs to be incurred will not require that this Plan be amended. This Plan is not meant to be a budget nor an appropriation of funds for specific Project Costs, but a framework within which to manage Project Costs.

### City of River Falls, Wisconsin

**Tax Increment District # 15**

**Estimated Project List**

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<th>Project ID</th>
<th>Project Name/Type</th>
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<th>Phase III 2023</th>
<th>Phase IV 2024</th>
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### Notes:

- **Note 1**: Project costs are estimates and are subject to modification.
- **Note 2**: Development Incentives are based on the Development Agreement between the City and 1300, LLC. They will be paid on a pay-as-you-go basis.
- **Note 3**: All projects other than the Development Incentives are located outside the District boundaries but within one half mile.
SECTION 9: 
Economic Feasibility Study, Description of the Methods of Financing Estimated Project Costs and the Time When Related Costs or Monetary Obligations are to be Incurred

This Section includes a forecast of the valuation increases expected within the District, the associated tax increment collections, a summary of how Project Costs would be financed, and a projected cash flow demonstrating that the District is economically feasible.

Key Assumptions

The Project Costs the City plans to make are expected to create $4,518,850 million in incremental value by 2022 (Revenue collected in 2023). Estimated valuations and timing for construction of the Project are included in Table 1. Assuming the City’s current equalized TID Interim tax rate of $22.13 per thousand of equalized value, and no economic appreciation or depreciation, the Project would generate $1,700,006 in incremental tax revenue over the 27-year term of the District as shown in Table 2. The parcel is projected to become tax-exempt as of Jan. 1, 2039. This will eliminate any increment collection in the years 2040 – 2048. The City is projected to collect a PILOT payment of $26,000 in the years 2040 – 2048.
### Table 1 – Development Assumptions

#### City of River Falls, Wisconsin

**Tax Increment District # 15**

**Development Assumptions**

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**Totals**

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**Notes:**
Table 2 – Tax Increment Projection Worksheet

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Notes:
- Actual results will vary depending on development, inflation of overall tax rates.
- NPV calculations represent estimated amount of funds that could be borrowed (including project cost, capitalized interest and issuance costs).

Financing and Implementation

To incentivize development in the District, the City authorized in a development agreement a $1,000,000 Development Incentive to 1300, LLC. The Incentive will be paid on a “pay as you go” basis from collection of annual increment in TID No. 15. The District is projected to collect $100,000 annually beginning in 2023. Ninety Five percent of the annual TID No. 15 collection or $95,000 will be paid to 1300, LLC until they have been paid a total of $1,000,000. The
remaining funds will be available to pay other TID 15 eligible expenses and pay annual administrative expenses. The other TID No. 15 project plan expenses are projected to be initially funded as follows: the City anticipates advancing $200,000 from its General Fund in 2022 for sidewalk and Wells Park improvements. An additional General Fund advance of $25,000 will occur in 2023 to fund other Wells Park projects. In 2024, the General fund is projected to advance $150,000 to the TID No. 15 fund to provide initial funding for infrastructure improvements. TID No. 15 property acquisition funding and funding for a revolving loan fund will be provided by the General Fund, via an additional advance to TID No. 15, in 2026.

Based on the Project Cost expenditures as included within the cash flow exhibit (Table 3), the District is projected to accumulate sufficient funds (from TID No. 15 increment revenue & PILOT payments) by the year 2048 to pay off all Project cost liabilities and obligations (including the repayment of the General Fund advances, with interest, discussed in the previous paragraph). The projected closure is based on the various assumptions noted in this Plan and will vary dependent on actual Project Costs incurred and the actual amount of tax increments collected.
## Table 3 - Cash Flow

### City of River Falls, Wisconsin

#### Tax Increment District # 15

**Cash Flow Projection**

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<tr>
<th>Year</th>
<th>Projected Revenues</th>
<th>Expenditures</th>
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<td>Half-Mile &amp; Other Projects</td>
<td>Advance Interest Payment</td>
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**Notes:**
- **Advance Interest Payment:** 2%
- **Cumulative Outstanding Year:**
- **Total Revenues:**
  - **Tax Increments:**
  - **Earnings/(Cost):**
  - **PILOT Payment:**
  - **Total Revenues:**
- **Projected Revenues:**
  - **Half-Mile & Other Projects:**
  - **Total Outgoing:**
  - **Total Expenditures:**
SECTION 10:  
Annexed Property

There are no lands proposed for inclusion within the District that were annexed by the City on or after January 1, 2004.

SECTION 11:  
Estimate of Property to Be Devoted to Retail Business

Pursuant to Wis. Stat. § 66.1105(5)(b), the City estimates that none of the territory within the District will be devoted to retail business at the end of the District’s maximum expenditure period.

SECTION 12:  
Proposed Changes of Zoning Ordinances, Master Plan, Map, Building Codes and City Ordinances

Zoning Ordinances

The proposed Plan is in general conformance with the City’s current zoning ordinances. Individual properties may require rezoning at the time of development.

Master (Comprehensive) Plan and Map

The proposed Plan is in general conformance with the City’s Comprehensive Plan identifying the area as appropriate for High Density Residential.

Building Codes and Ordinances

Development within the District will be required to conform to State Building Codes and will be subject to the City’s permitting and inspection procedures. The proposed Plan conforms to all relevant State and local ordinances, plans, and codes. No changes to the existing regulations are proposed or needed.
SECTION 13:
Statement of the Proposed Method for the Relocation of any Persons to be Displaced

Should implementation of this Plan require relocation of individuals or business operations, relocations will be handled in compliance with Wis. Stat. Chapter 32 and Wis. Admin. Code ADM 92.

SECTION 14:
How Creation of the Tax Incremental District Promotes the Orderly Development of the City

Creation of the District and the implementation of the projects in its Plan will promote the orderly development of the City by eliminating blighted areas, providing necessary public infrastructure improvements, and providing appropriate financial incentives for private development projects. Through use of tax increment financing, the City can attract new investment that results in increased tax base. Development will occur in an orderly fashion in accordance with approved plans so that the Projects will be compatible with adjacent land uses. Development of new uses in the District will add to the tax base and will generate positive secondary impacts in the community such as increased employment opportunities and housing options.

SECTION 15:
List of Estimated Non-Project Costs

Non-project costs are public works projects which only partly benefit the District. Costs incurred that do not benefit the District may not be paid with tax increments. Examples of non-project costs are:

- A public improvement made within the District that also benefits property outside the District. That portion of the total Project Costs allocable to properties outside of the District would be a non-project cost.

- A public improvement made outside the District that only partially benefits property within the District. That portion of the total Project Costs allocable to properties outside of the District would be a non-project cost.
• Projects undertaken within the District as part of the implementation of this Project Plan, the costs of which are paid fully or in part by impact fees, grants, special assessments, or revenues other than tax increments.

No improvements to be made within the District will benefit property outside the District. Furthermore, there will be no improvements made outside the District that will only partially benefit the District. Half mile projects are not included in this assessment.
**SECTION 16:**
Calculation of the Share of Projected Tax Increments Estimated to be Paid by the Owners of Property in the Overlying Taxing Jurisdictions

The following projection is provided to meet the requirements of Wis. Stat. § 66.1105(4)(i)4.

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**Notes:**
The projection shown above is provided to meet the requirements of Wisconsin Statute 66.1105(4)(i)4.

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Tax Incremental District No. 15 Project Plan
Prepared By Ehlers
City of River Falls
Page | 35
ITEM: Moelter Trust Property Subdivision
APPLICANT: E.W. Homes – Mark Sylla
OWNER: John & Georgine Moelter Trust
STAFF: Brandy Howe, Sr. Planner

BACKGROUND
E.W. Homes is seeking a waiver of the City’s subdivision review authority in the Town of Troy. The City has review authority for proposed subdivisions within the extraterritorial jurisdiction. Section 16.10.230 of the Municipal Code authorizes the City Council to waive this authority in land outside of the city limits if more than half of the legal description of the proposed subdivision lies outside of the city’s subdivision review area. The process for this waiver includes Plan Commission review and recommendation followed by the City Council decision. There is no public hearing or notification requirement built into the Municipal Code nor is there an application fee in the fee schedule.

PROJECT DESCRIPTION
E.W. Homes is proposing to develop 119 acres in the Town of Troy north of Glover Road and west of Hwy 35 (see Attachment 3). As proposed, 21.5 percent of the subdivision, or 25.6 acres, is within the city’s extraterritorial review jurisdiction, the remaining 93.4 acres lies within the Town of Troy’s subdivision review jurisdiction. The image right is a snippet of the City of River Falls Official Map that depicts the City’s subdivision review boundary (i.e. green line).

The subdivision in its conceptual stage would create one 6-acre lot and 39 new 1-1 ½ acre single-family lots. The development would be platted in two phases. The first phase would be 24 lots accessed via a new road from Glover Road and includes two cul-de-sacs, and phase two would add lots along with a continuation of the new road. Six outlots would be created in total.

ANALYSIS
In 2006, River Falls became a Third-Class city at which time the extraterritorial subdivision jurisdiction (ETJ) was extended to three miles beyond its corporate boundaries per the authorization granted in §236.02(5), Wis. Stats. Later that year, the city formed an Extraterritorial Subdivision Control Advisory Committee (ESCAC) to analyze the 3-mile boundary. The ESCAC studied section lines, environment, transportation, infrastructure, commerce, and existing plans and regulations. Based on the ESCAC’s recommendations, the City Council approved an ordinance in January 2007 to amend the Official Map to reduce the extraterritorial subdivision boundary. The approved...
boundary extends approximately 1 ½ miles from the municipal border and covers approximately 36 square miles (a reduction from 72 square miles as permitted by state law).

**Consistency of Proposal with the Subdivision Ordinance and Comprehensive Plan**

The Comprehensive Plan’s future land use (FLU) category for this land is the Transition Area (TA) that permits up to one dwelling unit per 35 acres. The subdivision ordinance limits land divisions that are less than 35 acres.

**Purpose of Extraterritorial Land Division Ordinances**

The purpose of extraterritorial land division ordinances is to provide cities and villages with the ability to effectively plan for the future beyond their borders. In River Falls, the purpose of its ETJ subdivision ordinance is paraphrased as follows:

- To promote orderly layout and use of land and development that is harmonious to the use of adjoining land.
- To deal with the effects of growth upon the city and provide services and infrastructure to anticipated subdivisions and land developments.
- To deal with the environmental impacts of development and the corresponding problems uncontrolled residential, commercial, and industrial development of lands in adjoining towns which may result in haphazard streets, sewer, and water system extensions and other infrastructure-related problems.

**Pros and Cons to Requested Waiver**

The following lists of pros and cons of the proposed subdivision waiver are outlined as follows:

<table>
<thead>
<tr>
<th>Pros</th>
<th>Cons</th>
</tr>
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<tbody>
<tr>
<td>• Staff receives very few requests for subdivision plats within the extraterritorial review jurisdiction; therefore, this request is likely not precedent-setting. In addition, staff suggests the City has the authority to approve or deny any waiver that is requested.</td>
<td>• Approval of a waiver may send a signal to developers that the City is amenable to larger lot rural subdivisions near its eventual border.</td>
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<tr>
<td>• This proposed subdivision is located at the northern-most edge of the City’s extraterritorial jurisdiction. It is arguable whether this area would likely be included within a boundary agreement with the Town of Troy.</td>
<td>• Allowing this development to move forward outside of a binding agreement may reduce the motivation for the Town of Troy to work toward a cooperative boundary agreement in the future.</td>
</tr>
<tr>
<td>• If the City Council approves the requested waiver, no litigation is likely to result based on that decision.</td>
<td>• As stated above, the City promotes denser more compact development with water/sewer, which is arguably more sustainable than larger lots on well and septic.</td>
</tr>
<tr>
<td>• Litigation is always an option with a denial.</td>
<td></td>
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</tbody>
</table>

The division of land “establishes a virtually permanent pattern of community growth and leaves a legacy for future generations.”

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1. Reference citation for the quote is missing from the document. It should be included for proper attribution.
PLAN COMMISSION ROLE
The Plan Commission’s role is to consider and provide a recommendation to City Council on this request. Staff has prepared two resolutions for your review; one would grant approval of the waiver request and the second would be a denial. A motion to forward a positive or negative recommendation to Council on the waiver request is in order. Staff will then prepare a report and forward the appropriate resolution to Council.

ATTACHMENTS
1. Draft resolution granting a waiver of subdivision review authority
2. Draft resolution denying a waiver of subdivision review authority
3. Conceptual subdivision layout
RESOLUTION NO.
APPROVING A WAIVER OF THE CITY’S EXTRATERRITORIAL SUBDIVISION REVIEW AUTHORITY IN THE TOWN OF TROY

WHEREAS, E.W. Homes is proposing to develop a 40-home subdivision on 119 acres in the Town of Troy north of Glover Road and west of Highway 35 on land that is presently owned by the John and Georgine Moelter Trust; and

WHEREAS, the proposed subdivision lies within the City of River Falls’ extraterritorial subdivision review jurisdiction and E.W. Homes has requested a waiver of subdivision review from the City; and

WHEREAS, Section 16.10.230 of the Municipal Code authorizes the City Council to waive the City’s review authority for land outside of the city limits if more than half of the legal description of the proposed subdivision lies outside of the city’s subdivision review area; and

WHEREAS, 21.5 percent of the proposed subdivision (25.6 acres) lies within the City’s extraterritorial subdivision review area and the remaining 93.4 acres lie within the Town of Troy’s subdivision review area; and

WHEREAS, the Plan Commission reviewed the request at their meeting on March 9, 2020, and found the request to be reasonable;

WHEREAS, the Common Council reviewed this item at its regular meeting of March 24, 2020, and also found it to be acceptable.

NOW, THEREFORE, BE IT RESOLVED that the Common Council for the City of River Falls hereby approves the waiver request for the Moelter Trust Property subdivision in the Town of Troy.

Dated this ___ day of __________ 2020.

_____________________________________
Dan Toland, Mayor

ATTEST:

_____________________________________
Amy White, City Clerk
RESOLUTION NO.
DENYING A WAIVER OF THE CITY’S EXTRATERRITORIAL SUBDIVISION REVIEW AUTHORITY IN THE TOWN OF TROY

WHEREAS, E.W. Homes is proposing to develop a 40-home subdivision on 119 acres in the Town of Troy north of Glover Road and west of Highway 35 on land that is presently owned by the John and Georgine Moelter Trust; and

WHEREAS, the proposed subdivision lies within the City of River Falls’ extraterritorial subdivision review jurisdiction and E.W. Homes has requested a waiver of subdivision review from the City; and

WHEREAS, Section 16.10.230 of the Municipal Code authorizes the City Council to waive the City’s review authority for land outside of the city limits if more than half of the legal description of the proposed subdivision lies outside of the city’s subdivision review area; and

WHEREAS, 21.5 percent of the proposed subdivision (25.6 acres) lies within the City’s extraterritorial subdivision review area and the remaining 93.4 acres lie within the Town of Troy’s subdivision review area; and

WHEREAS, the Plan Commission reviewed the request at their meeting on March 9, 2020 and determined that________________________[insert justification];

WHEREAS, the Common Council reviewed this item at its regular meeting of March 24, 2020 and determined that________________________[insert justification].

NOW, THEREFORE, BE IT RESOLVED that the Common Council for the City of River Falls hereby denies the waiver request for the Moelter Trust Property subdivision in the Town of Troy.

Dated this ___ day of __________ 2020.

__________________________________________
Dan Toland, Mayor

ATTEST:

__________________________________________
Amy White, City Clerk
FIGURE 1

DENSITY CALCULATIONS:
TOTAL AREA, EXC. EXISTING R-O-W 118.9± ACRES

40/60 PROGRAM CHOICE:
BASE DENSITY = 27 LOTS
DENSITY ALLOWED WITH TDR:
60% AREA = 71.3 ACRES @ 1.5 ACRE DENSITY = 47 LOTS
40% AREA = 47.6 ACRES @ 6 ACRE DENSITY = 7 LOTS
TOTAL LOTS WITH TDR= 47+7 = 54 LOTS TOTAL
TDR LOTS REQUIRED FOR MAX= 27 LOTS

PROPOSED DEVELOPMENT CRITERIA:

OPEN ACRES
40% OPEN ACRES REQUIRED @ 1 ACRE/LOT = 27 ACRES
OPEN ACRES CREDIT THROUGH TDR @ 1 ACRE/LOT = 13 ACRES
NET OPEN ACRES REQUIRED = 14 ACRES
NET OPEN ACRES AVAILABLE IN ROADWAYS AND OUTLOTS 1-5 = 18.96 ACRES

CONSERVATION EASEMENT
CONSERVATION EASEMENT REQUIRED ON 40% = 47.6 ACRES
NO LOTS INCLUDED IN 40% AREA
CONSERVATION EASEMENT PROVIDED ON OUTLOT 6 (50.05 ACRES)
SATISFIES REQUIRED OPEN SPACE FOR THE 40% AREA.

SCALE:

150 300

PHASE 1- 24 LOTS
PHASE 2- 16 LOTS

4690 L.F. OF TOWN ROAD TOTAL
PLAN COMMISSION
MARCH 9, 2020
STAFF REPORT

ITEM: Vacation of right-of-way between W. Cedar and W. Division Streets
APPLICANT: N/A
OWNERS: City of River Falls
STAFF: Brandy Howe, Senior Planner

BACKGROUND
In October 2015, the City Council approved Resolution No. 5979 approving property conveyance and a use agreement for real estate located at 110 W. Division Street. In addition, that agreement and resolution called for the “paper” clean-up of the block to prepare it for future redevelopment. One of the clean-up items was the rezoning of the block between Cedar and W. Division Street and Clark Street and the Kinnickinnic River. This rezoning process was initiated in the fall of 2019 and was completed and approved by Council on January 28, 2020. The second clean-up item is to vacate a portion right-of-way that is not necessary or desired by the City.

ANALYSIS
It is staff’s understanding that this right-of-way was platted but never paved or used for vehicular access and its permanent discontinuance will help further the City’s goal of preserving this area in conservancy. If approved, the underlying zoning district will apply, which is the conservancy district and is consistent with the zoning and future land use designations of the adjacent properties. This is also consistent with the Kinni Corridor Plan which suggests a possible conservation easement opportunity in this area as well.

NEXT STEPS
The next step is a public hearing and City Council review on March 24, 2020. If the Council approves the right-of-way vacation, it will be deeded over to the adjacent property owners; in this case, all three abutting parcels are owned by the City of River Falls.
STAFF RECOMMENDATION
Staff recommends the Plan Commission forward the attached resolution to the City Council with a positive recommendation.

ATTACHMENTS
1. Resolution to approve right-of-way vacation
RESOLUTION NO. ___

Approving the Vacation of Right-of-Way in the N.N. & O.S. Powell’s Addition of the City of River Falls

WHEREAS, the plat of the N.N. & O.S. Powell’s Addition to the City of River Falls contains streets and alleys that were dedicated to the City of River Falls through the platting process; and

WHEREAS, pursuant to §66.1003, Wis. Stats., the City Council has the authority to vacate right-of-way after the introduction and passage of a resolution declaring that it is in the public interest to vacate said public right-of-way; and

WHEREAS, the right of way to be vacated is described as follows:

The entire right-of-way of River Street located east of Block 61 of N.N. & O.S. Powell’s Addition, City of River Falls, Pierce County, Wisconsin as shown on the plat of said Addition, extending from the north right-of-way line of Cedar Street to the south right-of-way line of Division Street.

WHEREAS, the Common Council of the City of River Falls referred the right-of-way vacation to the Plan Commission for review and report; and

WHEREAS, the Plan Commission reviewed the proposal and found it to be consistent with the City’s planning and zoning goals for the area;

NOW, BE IT FURTHER RESOLVED, that the Common Council of the City of River Falls shall conduct a public hearing on March 24, 2020, to consider a resolution to discontinue the above-described right-of-way.

Dated this 24th day of March, 2020.

CITY OF RIVER FALLS

ATTEST

Dan Toland, Mayor

Amy White, City Clerk
Community Development Department

Plan Commission Director’s Report - March 2020
Introduction

This report is provided monthly to update the Plan Commission on Community Development efforts for the past month, as well as to provide a look forward to the upcoming Plan Commission work.

Reporting Period:
January 24 – February 20, 2020

Next Plan Commission Meeting:
April 7, 2020 - Regular meeting and workshop on Shoreland Ordinance

Items to note:
- Staff has begun work on the City’s Comprehensive Outdoor Recreation Plan
- Mann Valley preliminary design is underway
- Hoffman Place jug handle construction – July 2020

Community Development Staff

Left to right: David Hovel, Zach Regnier, Brandy Howe, Crystal Raleigh, Tamarra Jaworski, Angie Bond, Amy Peterson, Sam Wessel, Keri Schreiner, Jason Raverty.
Planning and Zoning

- Current Planning
  - Annexations
    - Single parcel annexation at 1110 W. Maple Street – approved by City Council 2/11
  - Development review
    - Wildcat Terrace Apartments – SIP approved by City Council on 1/28
    - 1300 S. Main Street – SIP approved by City Council on 1/28
    - Met internally with 360 on De Sanctis Park
  - Variance – Board of Appeals
    - 1209 Emily Circle for a deck variance – approved by Board of Appeals on 1/22
  - Subdivisions
    - Preliminary plat for Sterling Ponds Cottages – approved by Plan Commission on 2/4
  - CSMs
    - 1300 S. Main Street for easements and right-of-way dedication
  - ROW Vacation
    - River Street from W. Division St. to W. Cedar St.
  - Extraterritorial Zoning/Subdivision
    - Review of a waiver for subdivision review in the Town of Troy
    - Rezoning of 5 Mann Lane in the Town of Troy

- Zoning ordinances/map amendments
  - Continue work on Shoreland and Shoreland – Wetland zoning ordinances. Staff anticipates one more workshop and then sending the ordinance to the commission.
  - Area-wide rezone (W Division, Clark and Cedar) – approved by City Council 1/28

- Plan Commission prep – March
  - TID #15 (1300 S. Main St.) March 9, 2020
  - Shoreland and Shoreland -Wetland Zoning update (March 17, 2020)

- Extraterritorial Zoning Committee (ETZ) meeting prep
  - Rezoning at 5 Mann Ln, Town of Troy
  - Attended Town of Troy Plan Commission meeting (Peterson)

- HPC projects and meeting prep
  - Update from Kinni Corridor Collaborative
  - Finalize Glen Park pavilion photo board design
  - “The Glen” interpretive sign to replace large wooden Cascade Mill sign

- BID Board meeting prep
  - January and February meetings cancelled due to a lack of agenda items. Next meeting to be held March 10, 8:30 a.m. at City Hall Foster Room
  - 2020 façade and sign grant funding now available.

- Mapping
  - Ongoing updates for the map highlighting recent development projects; Click here for map
  - Regularly produce maps on an as-needed basis for various City departments
  - Update corporate park maps and create maps for RFIs and Opportunity Zone marketing

- Projects
  - Submitted draft power plant report to City Administrator for review.
  - Sterling Ponds Park Plan forwarded by Park and Recreation Advisory Board on Jan. 15, 2020, with a favorable recommendation for adoption to City Council. Said Plan was approved by Council on Feb.
25, 2020. This plan considers the open space in the Sterling Ponds development in conjunction with the currently developed park and makes recommendations for future park development.

- Campus Corridor Concept project report accepted by Plan Commission at their Jan. 7, 2020 meeting. The project was accepted by City Council at their Jan. 28, 2020 meeting.
- **RFP for DeSanctis Park** released on November 26; proposals were due January 10. Six proposals were received from: Three Sixty Real Estate, LLC, Awsumb & Associates, INC., TBUCK Properties, LLC, Brandy Howe, Crystal Raleigh, Keri Schreiner, Mike Ericson, Amy Peterson and Mike Woolsey, Plan Commission member. Submissions included a variety of densities and housing types including townhomes, twin homes, and multi-unit apartment buildings. Three Sixty Real Estate, LLC was chosen to move forward and staff is meeting with them to set a plan for development. We anticipate a public meeting on the project in March or April.
- Met with staff on alley project follow up. Sent update letter to property owners with timeline as follows: survey work to be completed this spring; the next meeting in July; and construction in Fall 2020.
- Project scope and timeline currently being drafted for the City’s upcoming Park and Outdoor Recreation Plan, with an internal Staff project kickoff meeting planned for late February.

**Conferences/Trainings/Events**
- Brandy Howe completed Supervisory Leadership training
- Sensible Land Use Coalition – Sustainability and its Implications for both Private and Public Sectors (Peterson, Wessel)
- Rural Creative Placemaking sponsored by Pierce – Pepin Co-op (Schreiner and Wessel led a tour of the Municipal Power Plant and attended various meetings).
- Sensible Land Use Coalition – Update on the Minneapolis/St. Paul Housing Market (Peterson, Howe)
- Dave Hovel attended UDC, Electrical, and Commercial continuing education trainings.

**Grant Writing**
- Submitted an application for Multimodal Local Supplement (MLS) Grant to fund construction of a Trestle Bridge connecting existing trails across the Kinnickinnic River near Heritage Park; awaiting response from WisDOT.

**Customer Service**
- Respond to zoning confirmation requests
- Handle customer inquiries and code enforcement items

**Economic Development**
- Created 3 RFI’s
- Attended Chamber Awards and Recognition Banquet (Peterson and Schreiner)
- Attended Innovation Center Management Committee Meetings (Schreiner)
- Attended the St. Croix EDC Annual Banquet (Peterson and Schreiner)
- Attended Rural Community Placemaking Tour (Schreiner and Wessel)
- Treasurer and Secretary duties as well as Management Committee meetings for the EDC
- Held internal major development meeting
- Worked on the creation of TID 15
- Assisted with the February 18 election
Building and Inspections

- Montessori School, 421 W. Maple Street – framing inspection portions of 1st & 2nd floors
- The Depo, 315 River Street – plumbing inspections, framing inspection for 3rd floor, and insulation inspection for 3rd floor
- Kinnic Falls ADA, 900 Orange Street – remodel framing inspection for another two room and finals for two rooms
- The Garage Bike & Brews, 109 W. Cedar Street – issued remodel permit, discussed plumbing plan, and completed an underground plumbing inspection

Permits (January 24 – February 20)

<table>
<thead>
<tr>
<th>Building Permits</th>
<th>10</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Home Permits</td>
<td>4</td>
</tr>
<tr>
<td>Fence Permits</td>
<td>0</td>
</tr>
<tr>
<td>Sign Permits</td>
<td>2</td>
</tr>
</tbody>
</table>

Engineering

- Internal Consulting Projects
  - Mann Valley Preliminary Design (SEH 2020 Completion)
  - North Interceptor Sewer & St. Croix Street Pond Reconstruction (TKDA 2020-21 Construction)
  - Troy-Pomeroy Watermain Relocation (SEH 2020 Construction)
  - North Loop Watermain Construction (SEH 2022 Construction)
  - North Water Tower (SEH 2021-22 Construction)
  - River Falls Police Department Building Reconstruction (Wold 2020 Construction)
  - Alley Reconstruction (ACA 2020 Construction)
- WisDOT Projects
  - Hoffman Place jug handle (NWBE 2020 Construction)
  - Cemetery Road Reconstruct (AECOM 2021 Construction)
  - STH 29 between CTH FF and Cemetery Road (AECOM 2021 Construction)
- Stormwater
  - Preparing for Annual MS4 Compliance Submittal
  - Researching TMDL compliance
- Utilities
  - Bidding 2020 Sewer Manhole Rehabilitation
  - Preparing to bid 2020 Sewer Line Grouting project
  - Designing adjustments to accommodate WisDOT projects
  - Investigation of 2013 Ninth Street sewer project
- Streets/Traffic
  - Preparing to bid 2020 Concrete (curb, sidewalk, storm structure repairs)
  - Preparing to bid 2020 Mill & Overlay work
  - Preparing to bid 2020 Crack Seal
  - Preparing scope for 2020 Seal Coat
- Parks
  - Glen Park pool filter and liner reconstruct (2020 Construction)
  - Glen Park Maintenance Building facelift (2020 Construction)
  - RF Baseball parking lot move (2020 Construction)
- Ongoing Construction Inspection
  - Various residential homes
- Conferences/Trainings/Events
  - Raleigh, Raverty, and Regnier attended City Engineers of Minnesota annual conference
• Regnier completed Supervisory Leadership Training and continues to work through his Professional Engineering Exam course in preparation for a Spring ’20 exam date
• Raleigh and Regnier attended a U of M course on Pavement Preservation Techniques
• Upcoming – 2020 APWA Snow Conference (Regnier)
• Upcoming – U of M course on seal coat and micro surface (Raverty)

• GIS
  o Mapping newly installed infrastructure
  o Preparing online, cloud based inspection forms for sanitary sewer manholes
  o Meeting with consultants to better understand future of ArcMap as it relates to online applications
  o Working with RFPD on an online crime tracking map
  o Attending training for ArcGIS in general
  o Attending training for 2020 Census Redistricting

Management

• Continued work on Department staffing plan
• Participated in Executive Team meetings, FERC meeting, Major Development Project meeting
• Increased networking
• Completed staff 1:1 meetings
• Researched and prepared information/memos for the City Administrator
• Explored building inspector back-up options
• Continue work on Kinnickinnic Cooperative Plan implementation
• Met with three Plan Commission members