



CITY OF ANTIGO

CITY PLAN COMMISSION MEETING

MULTI-PURPOSE ROOM

Tuesday, October 06, 2020

CITY HALL, 700 EDISON STREET

6:00 PM

Call to Order

Public Hearing

1. Public Hearing for a Conditional Use Application Under the Provisions of Ordinance No. 1095B, Section 18-35 (b), the Municipal Code, at 516 Second Avenue for the Purpose of Allowing a Kennel License for Four Dogs

Discussion and Action May Occur on Any of the Following Agenda Items:

1. Approval of the Minutes from the September 1, 2020 Meeting
2. Conditional Use Application Under the Provisions of Ordinance No. 1095B, Section 18-35 (b), the Municipal Code, for 516 Second Avenue for the Purpose of Allowing a Kennel License for Four Dogs (Parcel #201-0091)
3. Kwik Trip Site Plan Approval
4. Request for Proposals Related to Potential Housing Development on a City-Owned 8.25 Acre Parcel Along Hogan Street North of the Remington Detention Pond

Any Other Matters Authorized by Law to be Considered

Adjournment

The Public is Invited to Participate by Phone. Please Call 715-623-3633 ext. 100 for Dial-In Instructions During Regular Business Hours.

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact Jaime Horswill, 700 Edison Street, Antigo, Wisconsin 54409. (715) 623-3633 extension 100. Members of and possibly a quorum of members of other governmental bodies may be in attendance to gather information. Any governmental body other than that specifically referred to above will take no action.

DATE MAILED: October 01,2020

BILL BRANDT



NOTICE

NOTICE IS HEREBY GIVEN, that the following application for a Conditional Use Permit under the provisions of Ordinance No. 1095B, Section 18-35 (b), the Municipal Code, has been filed:

“Original Plat S 132’ of Lot 15 and E ½ of S 132’ of Lot 16 Block 6 Incl OL1 CSM V19 P16” Parcel Number 201-0091 (516 2nd Avenue)

for the purpose of obtaining a kennel license for four dogs.

FURTHER, that a public hearing will be held on the above application before the City Plan Commission of the City of Antigo on Tuesday, October 6, 2020, at 6:00 p.m. in the Council Chambers, City Hall, 700 Edison Street, Antigo, Wisconsin, at which time opportunity to be heard will be given all interested persons.

Kaye M. Matucheski
City Clerk-Treasurer/Finance Director

City of Antigo, 700 Edison Street, Antigo, Wisconsin 54409-1955
The City of Antigo is an Equal Opportunity Provider
Phone (715) 623-3633 Fax (715) 627-7099
www.antigo-city.org



APPLICATION FOR CONDITIONAL USE HEARING

CITY OF ANTIGO BUILDING INSPECTOR AND ZONING ADMINISTRATOR

700 EDISON STREET, ANTIGO, WISCONSIN 54409

PHONE: 715.623.3633 x134 Fax 715.627.7099

rmusolff@antigo-city.org

ALL INFORMATION MUST BE PRINTED AND LEGIBLE

FEE \$ 100.00 ^{paid}

DATE OF APPLICATION: 9/2/20

APPLICANT NAME (S):

Toni Miller & Robert Miller III

ADDRESS:

516 2nd Ave

CITY:

Antigo

STATE

WI

ZIP

54409

PHONE:

387 941 2506

EMAIL:

toni-lynn93@yahoo.com

PROPERTY ADDRESS:

516 2ND AVE

PARCEL NUMBER:

201 0091

LEGAL DESCRIPTION:

ORIGINAL PLAT S132' of LOT 15 & E 1/2 of S132' of LOT 16 BLOCK 6 INCL OLD CSM V19 P16

APPLICANT REQUEST FOR CONDITIONAL USE OF ORDINANCE NUMBER:

SEC. 18-35(b)

FOR THE PURPOSE OF:

obtaining a kennel license because we have 4 dogs.

It is understood that a Public Hearing will be held before a request for the above Conditional Use is, or is not approved. Applicant will be notified of the date and place of the Public Hearing.

APPLICANT SIGNATURE:

[Signature]

FOR OFFICE USE ONLY BELOW THIS LINE

ADJACENT PROPERTY OWNERS WITHIN 100 FEET

ACTION OF THE CITY PLANNING COMMISSION: ☐ APPROVED

☐ DENIED

CITY PLAN COMMISSION RECOMMENDATION TO CITY COUNCIL:

SIGNATURE OF CHAIRPERSON OF
CITY PLAN COMMISSION

DATE



Memo

To: City Plan Commission

From: Roger J. Musolff, Building Inspector/Zoning Administrator

Date: 9/2/2020

RE: Dog Kennel license for 516 Second Ave.

This is for your information.

- Sec. 18-35(b) Kennel License (see attached)
- Tony and Robert moved to Antigo with four dogs
- Back yard has been fenced with proper permits
- See attached map of property

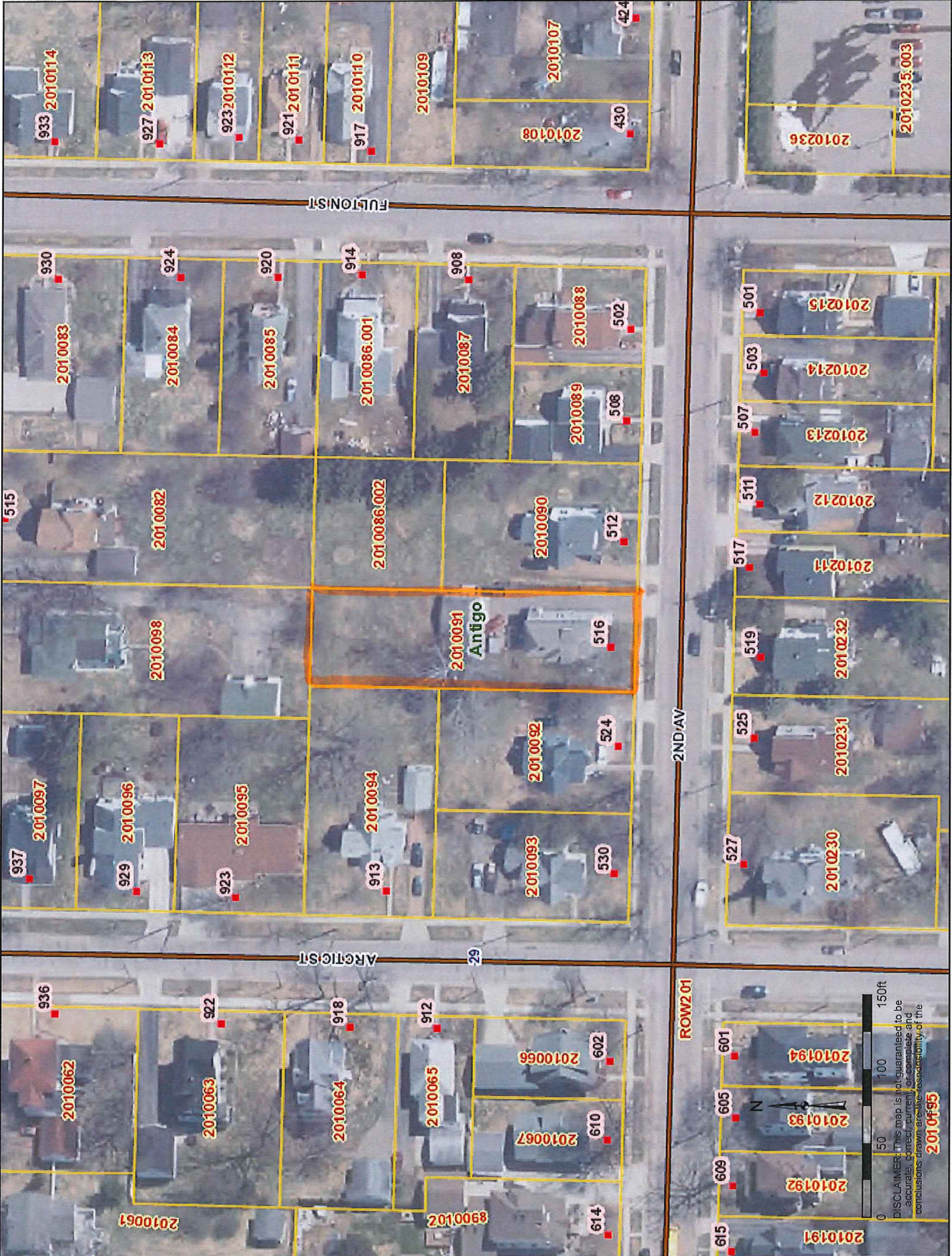
Sec. 18-35. - Issuance of dog and kennel licenses.

- (a) *Dog licenses.* Dog licenses shall be issued in accordance with the following:
- (1) It shall be unlawful for any person in the city to own, harbor or keep any dog more than five months of age without complying with the provisions of Wis. Stats. §§ 174.05—174.69 relating to the listing, licensing and tagging of dogs.
 - (2) The owner of any dog more than five months of age on January 1 of any year or five months of age within the license year shall annually, or on or before the date the dog becomes five months of age, pay a license tax as prescribed in section 1-22 and obtain a license.
 - (3) The minimum state license tax under this section shall be charged in accordance with Wis. Stats. § 174.05. An additional city tax pursuant to Wis. Stats. § 174.05 shall be paid on each dog license issued, and the amount of city tax shall not exceed the total cost of all dog licensing, regulating and impounding activities for the previous year, less any refund which may be received under Wis. Stats. § 174.09(2). The license year commences on January 1 and ends on the following December 31.
 - (4) Upon payment of the required license tax and upon presentation of evidence that the dog is currently immunized against rabies, as required by section 18-34, the clerk-treasurer shall complete and issue to the owner a license for such dog containing all information required by state law. The clerk-treasurer shall also deliver to the owner, at the time of issuance of the license, a tag of durable material bearing the same serial number as the license, the name of the county in which issued and the license year.
 - (5) The owner shall securely attach the tag to a collar, and the collar with the tag attached shall be kept on the dog for which the license is issued at all times, except as provided in section 18-34(e).
 - (6) The fact that a dog is without a tag attached to the dog by means of a collar shall be presumptive evidence that the dog is unlicensed. Any law enforcement or humane officer shall seize, impound or restrain any dog for which a dog license is required which is found without such tag attached.
 - (7) Notwithstanding subsections (a)(1) through (6) of this section, every dog specifically trained to lead blind or deaf persons is exempt from the dog license tax, and every person owning such a dog shall receive annually a free dog license from the clerk-treasurer upon application therefor.
- (b) *Kennel licenses.* Kennel licenses shall be issued in accordance with the following:
- (1) The term "kennel" means any establishment wherein or whereon more than three dogs are kept.
 - (2) Any person who keeps or operates a kennel may, instead of the license tax for each dog required by this article, apply for a kennel license for the keeping or operating of the kennel. Such person shall pay for the license year a license tax as prescribed in section 1-22. Upon payment of the required kennel license tax and, if required by the common council, upon presentation of evidence that all dogs over five months of age are currently immunized against rabies, the clerk-treasurer shall issue the kennel license and a number of tags equal to the number of dogs authorized to be kept in the kennel. Kennels may only be located in residential areas following a public hearing and approval by the common council; the common council may attach conditions to such approval as a conditional use under article II of chapter 14 pertaining to zoning.
 - (3) The owner or keeper of a kennel shall keep at all times a kennel license tag attached to the collar of each dog over five months old kept by the owner or keeper under a kennel license, but this requirement does not apply to a show dog during competition, to a dog securely confined indoors or to a dog securely confined in a fenced area. These tags may be transferred from one dog to another within the kennel whenever any dog is removed from the kennel. The rabies vaccination tag or substitute tag shall remain attached to the dog for which it is issued at all times, but this requirement does not apply to a show dog during competition, to a dog securely confined indoors or to a dog securely confined to a fenced area. No dog bearing a kennel tag shall be permitted to stray or to be taken anywhere outside the limits of the kennel unless the dog is on a leash or temporarily for the purposes of hunting, breeding, trial, training or competition.
 - (4) No kennel license shall be issued to the keeper or operator of a kennel who fails to provide

proper food and drink and proper shelter for the dogs in such kennel or who neglects or abandons such dogs. Any designated official shall investigate any complaints regarding the failure to maintain proper standards or investigate any kennel premises upon his/her own initiative. Expressly incorporated by reference in this section as minimum standards for kennel keepers or operator are the relevant provisions of statutes.

- (5) A condition of a kennel license shall be that the licensed premises may be entered and inspected at any reasonable hour by appropriate city officials without any warrant, and the application for a license under this subsection (b) shall be deemed a consent to this condition. Any refusal to permit such inspection shall automatically operate as a revocation of any license issued under this subsection (b) and shall be deemed a violation of this section. Should any kennel be found to constitute a public nuisance, the license shall be revoked and the nuisance abated pursuant to ordinance.

(Code 1999, § 7-1-3)





To: Mayor and City Council
From: Charley Brinkmeier, Land Surveyor/Project Manager
Date: October 06, 2020
Re: Kwik Trip Site Plan Approval

Staff has reviewed the site plan and has made recommendations to revise the driveway entrance onto USH 45. Kwik Trip is reviewing those turning movements with their engineers.

Kwik Trip is requesting approval of the site plan from this committee.

LAYOUT NOTES:

- PLAN PREPARED FROM AN ALTA/ACSM LAND TITLE SURVEY BY:
REI ENGINEERING, INC.
715-675-9784
- CURBS ARE DIMENSIONED TO BACK OF CURB.
- CONVENIENCE STORE, AND ISLAND COMPLEXES ARE LOCATED FROM THE
NORTHEASTERN MOST PROPERTY CORNER AND ALIGNED PARALLEL/PERPENDICULAR
TO THE LINE LABELED S89°17'22"E, UNLESS OTHERWISE INDICATED ON THIS PLAN.
- UNLESS SHOWN OTHERWISE ON THIS DRAWING, CONTRACTOR SHALL PROVIDE
CONTROL JOINTS, CONSTRUCTION JOINTS, AND EXPANSION JOINTS IN SLAB ON

- GRADE, SIDEWALKS AND DRIVES.
CONTROL JOINT MAXIMUM DISTANCE: WALKS- 8' O.C., ALL OTHERS- 15' O.C. SAW
CUT CONTROL JOINTS MINIMUM ONE-QUARTER CONCRETE THICKNESS.
EXPANSION JOINT MAXIMUM DISTANCE: WALKS- 24' O.C., ALL OTHERS- 40' O.C.
DOWEL ALL EXPANSION JOINTS- MAXIMUM 24" O.C.
- CONCRETE IN ISLAND COMPLEX SHALL BE SMOOTH FINISHED.
 - EXTERIOR CONCRETE SURFACES TO BE SEALED. CONCRETE SEALER:
APR 15- OCT 31 USE: TK-260V
NOV 1- DEC 31 USE: TK-290
 - EXPANSION JOINTS SHALL BE DECK-O-FOAMED AND CAULKED WITH SLI.

SITE DATA:

ZONING DISTRICT:	B-3 (GENERAL COMMERCIAL)
TOTAL SITE AREA - EXISTING/PROPOSED:	192,512 SF
EX. IMPERVIOUS:	15,220 SF
EX. PERVIOUS:	177,291 SF
PARKING REQUIREMENTS	SERVICE STATION = 1 STALL PER 2 EMPLOYEES +1
PARKING PROVIDED	48 STALLS

BUILDING HEIGHTS	20.0'
CONVENIENCE STORE	19.5'
CANOPY	
BUILDING SETBACKS:	NOT REQUIRED
PROPOSED LOT GREEN AREA:	40,990 SF
PROPOSED HARD COVER:	140,686 SF
PAVED AREA:	135,942 SF
BUILDING ROOF AREA:	10,836 SF
WATER FEATURE AREA:	5,163 SF
CONVENIENCE STORE:	10,815 SF
(FLOOR AREA) =	4,604.22 SF

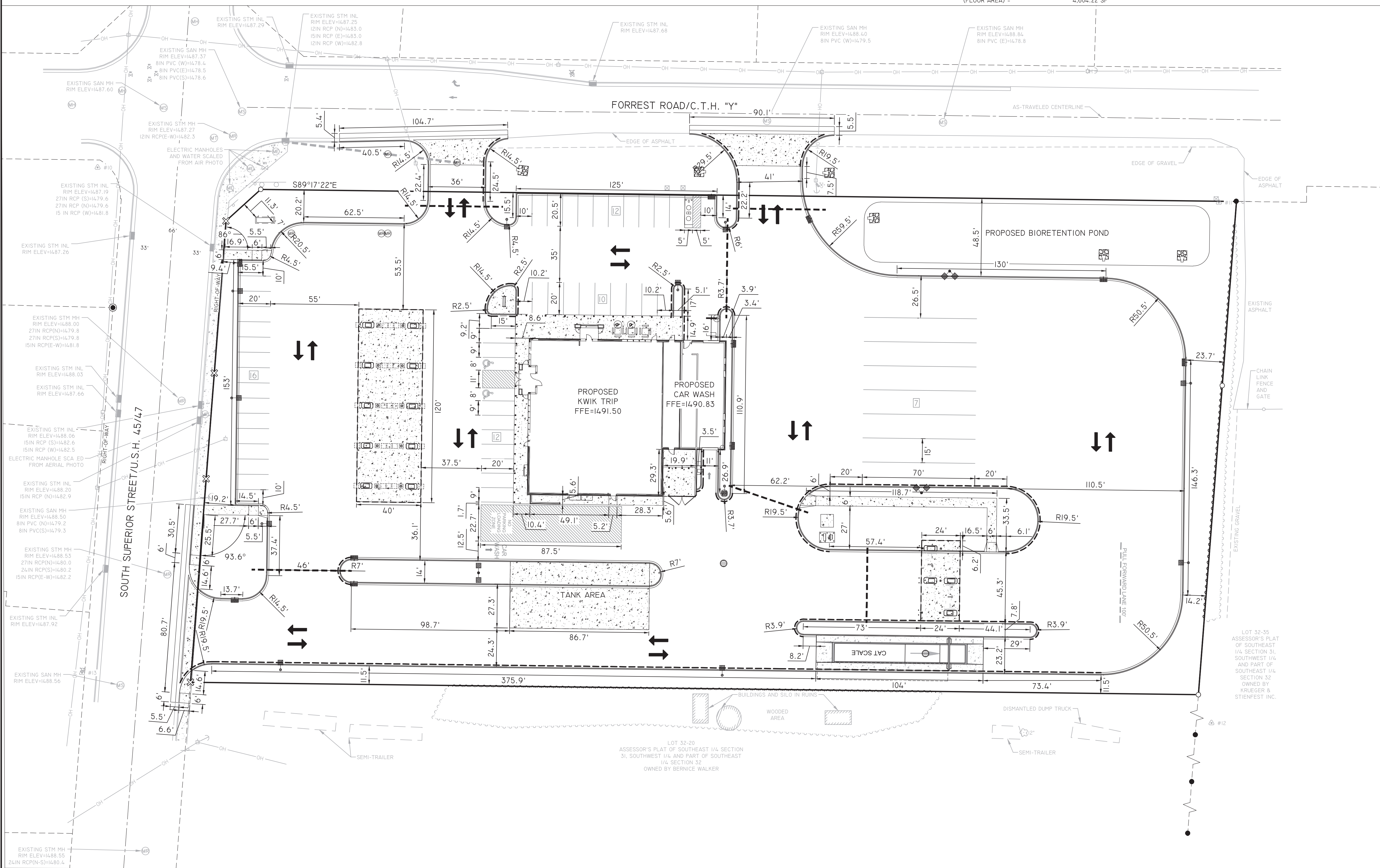
UTILITY PROVIDERS

ELECTRIC/ GAS:
WISCONSIN PUBLIC SERVICE- 800-450-7260
CITY GAS CO. - 715-627-4351

TELEPHONE:
FRONTIER- 262-446-9821
CHARTER - 262-446-9821

SANITARY/ WATER
CITY OF ANTIGO 715-623-3316

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- FOR INFORMATIONAL PURPOSES ONLY



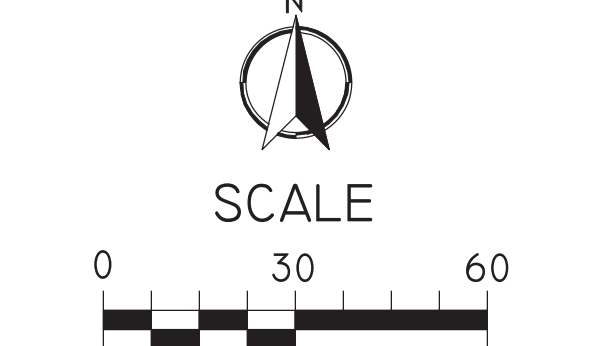
STORES

Kwik
STAR

STORES

KWIK TRIP, Inc.
P.O. BOX 2107
1626 OAK STREET
LA CROSSE, WI 54602-2107
PH. (608) 781-8988
FAX (608) 781-8960

REI
CIVIL & ENVIRONMENTAL
ENGINEERING, SURVEYING
REI Engineering, INC.
4080 N. 20TH AVENUE
WAUSAU, WISCONSIN 54401
PHONE: 715.675.9784 FAX: 715.675.4060
EMAIL: MAIL@REIENGINEERING.COM



SITE PLAN

CONVENIENCE STORE #1143

823 S. SUPERIOR ST. (USH 45)
ANTIGO, WI

#	DATE	DESCRIPTION
1		
2		
3		
4		

DRAWN BY: NAP
SCALE: GRAPHIC
PROJ. NO.: 9123B
DATE: 04/10/20 - BID DOCUMENTS
SHEET: SP1

DRAWING FILE: P:\9100-9199\9123B - Kwik Trip IL\3 ANTIGO\DWG\1\9123B-SPI-SITE.DWG LAYOUT- SPI
PLOTTED: MAY 27, 2020 - 2:06PM PLOTTED BY: NATHANP

Attachment: Kwik Trip Site Plan (3607 : Kwik Trip Site Plan)



To: Mayor and City Council
From: Mark Desotell, Director of Administrative Services
Date: October 06, 2020
Re: Request for Proposals Related to Potential Housing Development on a City-Owned 8.25 Acre Parcel Along Hogan Street North of the Remington Detention Pond

The City has been approached by Developer's currently considering WHEDA applications for multi-family development. As you may recall, Council previously approved the development of 40-60 market-rate apartments at this location with SC Swiderski. That proposed development agreement was suspended after Swiderski sold their 88 unit site know as Prosser Place Apartments to Diamond Property Management. The proposed location for the potential development being considered (8.25 acres) is located north of the Remington Detention Pond and south of Mendlik. This location change addresses a previous concern raised by an area manufacturing representative regarding the proximity to their site.

This RFP is being recommended in order to better define any competing proposals so that an eventual decision (in the best interest of the City) can be advanced. We took time to review some of the current occupancy rates at various apartment complexes including those managed by the Antigo Housing Authority. The review consisted of 625 units and showed that only 25 current vacancies exist for a 96% occupancy rate. The individual occupancy ratios ranged from 100% down to 86%. Only one location was below the 90% occupancy rate at this time. A call to area realtors indicated that the current Multiple Listing Service for the City of Antigo only shows +/- 30 homes available for sale.

I feel that it is an appropriate time to once again consider this type of development and recommend that this RFP be distributed for consideration of an affordable housing development at this location.



**CITY of ANTIGO
REQUEST FOR PROPOSALS
to
IDENTIFY DEVELOPER HOUSING INTEREST
for
CITY-OWNED PROPERTY LOCATED
at
HOGAN ST./REMINGTON DETENTION POND**



GENERAL SUMMARY:

- RFP Response Title: Housing Development Hogan St./Remington Pond
- Deadline for Submission: Wednesday, October 14 @ 10:00 a.m.
- Submit to: City of Antigo, 700 Edison Street – Antigo, WI 54409
- Labeling: All sealed submissions to include the RFP Response Title, Developer's name and address/contact info

INTRODUCTION:

The Antigo City Council seeks proposals from qualified Developers for the development of an 8.25 acre parcel located along the west side of Hogan Street north of the Remington Detention Pond. The development may cover the entire 8.25 acre parcel or any part thereof. The project should complement the surrounding environment while meeting the community's needs.

DISCLOSURE:

This Request for Proposals (RFP) is being furnished by the City of Antigo (City) for the recipient's convenience. Any action taken by the City in response to submissions made pursuant to this RFP, or in making an awards or failure or refusal to make any award pursuant to such submissions, or in any cancellation of awards, shall be without any liability or obligation on the part of the City and its employees, officers or members of Council and/or its Committees.

The City at its discretion may at any time withdraw this RFP, may accept or decline any submissions, and may waive any abnormality if the City deems appropriate and if it is in the City's best interest. The City has the ability to determine the responsiveness and acceptability of any submitted proposal.

It is the responsibility of the developer to fully understand and interpret all applicable City of Antigo ordinances and building codes when preparing and submitting the proposal. Prospective developers should be aware of the City's review and approval process for development within the applicable zoning districts. The City is not liable for the misinterpretation of any City policies or ordinances. The City makes no guarantees that any submission which conforms to the requirements of this RFP will be selected for consideration or approval.

The City and the selected Developer(s) will be bound only if and when a submission, as same may be modified, and any applicable definitive agreements and budgetary authorizations pertaining thereto, are approved by the City of Antigo Common Council and then only pursuant to the terms of the definitive agreements executed among the parties. The document typically utilized between the parties will be defined as a Developer's Agreement.

SITE DESCRIPTION:

The 8.25 acre parcel is currently zoned R-3 (Two Family Residence District) but has been identified as future R-4 (General Residence District) allowing for the anticipated development. Please refer to the City of Antigo's GIS mapping and zoning ordinances (including Chapter 14 – Land Use Regulations) regarding setbacks, land uses, permitting, conditional uses, parking, landscaping, storm-water management and etc. which can be accessed on the City's website www.antigo-city.org

DEVELOPMENT GOALS:

As indicated in the City's Master Plan, certain style housing shortages exist. This site offers the potential for single-family housing or a mixture of multi-family housing. The development needs to be well-planned to allow for the separation of multi-family and single family housing.

The development needs to be focused on creating a vibrant, family –oriented neighborhood with units ranging from one to three-bedroom units and an outdoor play area. Rental units shall include attached garages with apartment access from the garage for each unit, professional management, site maintenance, additional parking area(s) and in-unit laundry facilities.

The Development must take into account any connections from the proposed parcel to a Bike/Pedestrian walkway being developed by the City around the Remington Detention Pond and northward to the City's Dog Walk Park. This effort is being funded through a Wisconsin DOT Transportation Alternatives Program (TAP) grant with a construction deadline of 2024. Planning/Design is anticipated to proceed in 2021.

PURCHASE PRICE for the LAND:

The cost of the real estate shall be determined on the overall value of the proposed development. The City is proposing a price of \$5,000 per acre. The City reserves the right to negotiate the purchase price after the submission of proposals with the prospective developer(s).

THE CITY WILL NOT BASE ITS DECISION SOLELY ON THE VALUE OF THE PROJECT AND THE PURCHASE PRICE OF THE LAND. OTHER FACTORS MIGHT INCLUDE BUT ARE NOT LIMITED TO:

- Similar development(s) completed by the Developer & references
- Projected marketing for the proposed development
- Housing type, design, site layout and materials utilized
- Timeline for completion
- Tax base/assessment projections & overall economic impact of the project
- Expertise of the project team and demonstrated success in other municipalities
- Proposed utilization of local workforce/trades during construction
- Management plan for the facility
- Additional factors listed in the RFP

PROPOSAL REQUIREMENTS:

1. Summary of the Developer's Background
2. Summary of the Proposed Development
3. Development Team
 - a. Personnel assigned to the project
 - b. Roles and responsibilities of the team members
 - c. Expertise and related experience of the firm & development team
 - d. Projected use of local contractors and professional trades
4. Proposed Development
 - a. Conceptual site plan
 - b. Conceptual elevation and floor plan views
 - c. Land use & housing types
 - d. Total value of project
 - i. Construction investment
 - ii. Projected assessed valuation
5. Project Timeline, Marketing & Long-Term Management Plan
 - a. Developer to describe any phased development projections
 - b. Initial phase to identify number/type of units (Completion 2 years of award)
 - i. Future Phase(s) to be identified for number/type of units/schedule
 - c. Detailed project schedule for Phase 1 construction/occupancy
 - d. Marketing approach for Phase 1
 - e. Management plan for completion of Phase 1 and for future Phase(s)
6. Financials
 - a. Explain the Developer's financial strategy (including sources and utilization of funds) and demonstrate project feasibility. Explain any grants, loans or financial assistance programs being accessed. Describe the Developer's overall experience with such programs, grants and loans.
 - b. Describe any financial or infrastructure assistance needed from the City
7. Additional Information
 - a. Provide examples of similar development projects and municipal contacts
 - b. Summary of the overall economic impact and tangible benefits for the City including tax base generation
 - c. Discuss any workforce housing benefits

In addition to the evaluation of the proposals, the Common Council, its Committees and/or City staff may conduct interviews with Developers. It is anticipated that a summary presentation will be made by the Developer to the City at the appropriate time.



City of Antigo GIS



DISCLAIMER: The City of Antigo does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.

SCALE: 1" = 167'



Print Date: 10/1/2020