



CITY OF ANTIGO

CITY PLAN COMMISSION MEETING

COUNCIL CHAMBERS

Tuesday, November 03, 2020

CITY HALL, 700 EDISON STREET

6:00 PM

Call to Order

Public Hearings

1. Public Hearing for Zoning Amendment Application for 836 Superior Street and 828 Superior Street to Amend Ordinance No. 1095B, the Municipal Code of the City of Antigo, so as to Classify Properties as B-3, General Commercial District Instead of R-4, General Residence District
2. Public Hearing for Zoning Amendment Application to Amend Ordinance No. 1095B, the Municipal Code of the City of Antigo, so as to Classify 1310 Hogan Street and 1322 Hogan Street as R-4, General Residence District Instead of R-3, Two-Family Residence District

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

1. Approval of the Minutes from the September 1, 2020 Meeting
2. Approve Zoning Amendment Application Request to Amend Ordinance No. 1095B, the Municipal Code of the City of Antigo, so as to Classify the Properties at 836 Superior Street and 828 Superior Street as B-3, General Commercial District instead of R-4, General Residence District for Professional Service, Office Space, and Parking
3. Approve Zoning Amendment Application Request to Amend Ordinance No. 1095B, The Municipal Code of the City of Antigo, so as to Classify the Properties at 1310 Hogan Street and 1322 Hogan Street as R-4, General Residence District Instead of R-3, Two-Family Residence District for Multi-Family Housing
4. Selection of a Residential Developer for an 8.25 City-Owned Parcel Located West of Hogan Street and North of the Remington Detention Pond for a Potential Multi-Family Housing Project Subject to the Submission (due December 12, 2020) and Approval of a WHEDA Housing Grant Application as Submitted by the Selected Firm.

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 During Regular Business Hours for Dial-In Instructions.

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 28,2020

BILL BRANDT

NOTICE

NOTICE IS HEREBY GIVEN, that it has been proposed to amend Ordinance No. 1095B, the Municipal Code of the City of Antigo, so as to classify the following described property as B-3, General Commercial District instead of R-4, General Residence District:

“Original Plat Lots 3 & 4 Block 14 Parcel #201-0177 (836 Superior Street) and Original Plat All Lot 5 & 6 Exc S8’ & Exc W 10’ Thereof of Block 14 Parcel #201-0178.001 (828 Superior Street)”

for professional services, office space and parking.

FURTHER, that a public hearing will be held on the proposed amendment before the City Plan Commission of the City of Antigo on Tuesday, November 3, 2020, at 6:00 p.m. in the Multi-Purpose Room, City Hall, 700 Edison Street, at which time opportunity to be heard will be given all interested persons.

Kaye M. Matucheski
City Clerk-Treasurer/Finance Director

NOTICE

NOTICE IS HEREBY GIVEN, that it has been proposed to amend Ordinance No. 1095B, the Municipal Code of the City of Antigo, so as to classify the following described property as R-4, General Residence District instead of R-3, Two-Family Residence District:

“Assessor’s Plat Lot 309 Parcel #201-2901 and Assessor’s Plat Lot 308 Parcel #201-2900 (1310 Hogan Street and 1322 Hogan Street)”

for multi-family housing.

FURTHER, that a public hearing will be held on the proposed amendment before the City Plan Commission of the City of Antigo on Tuesday, November 3, 2020, at 6:00 p.m. in the Multi-Purpose Room, City Hall, 700 Edison Street, at which time opportunity to be heard will be given all interested persons.

Kaye M. Matucheski
City Clerk-Treasurer/Finance Director

Publish Dates: October 23, 28, & 30, 2020

CITY OF ANTIGO APPLICATION FOR ZONING AMENDMENT

If you are requesting a zoning amendment, please provide the following information. Note that a different application is required if you are requesting a conditional use. Should you have any questions about this form or the City's rezoning process, please call 715-623-3633 x134.

1. Petitioner's Name (PRINT): Edward C Fox and Ramona R Fox
 Petitioner's Address (PRINT): 6003 River Pines Court, Weston, WI 54476
 Petitioner's Telephone Number (with Area Code): 715-571-3099
2. Property Owner Name (PRINT): Same
 Property Owner's Address (PRINT): Same
 Property Owner's Telephone Number (with Area Code): Same
3. Property Information: and 828 Superior Street
 A. Address: 836 Superior Street, Antigo, WI 54409
 B. Parcel ID Number: 201-0177 and 201-0178.001
 C. Legal Description: original Plat Lots 3 & 4 Block 14 and
(The legal description may be obtained from the City Zoning Administrator.)
original Plat All Lot 5 & 6 Exc 58' + Exc W10' Thereof
of Block 14
 4. A. Existing zoning district classification(s) of the land included within the petition: R-4
 B. Existing land use on land included in this application: Residential
 C. Proposed zoning district classification(s) of the land included within the petition: B-3
 D. Proposed land use(s) following rezoning: B3 for professional services and
Office space
5. Please provide a brief narrative justifying the rezoning of this property. (Attach an additional sheet if necessary):
Repurposed historical home with limited residential
resale value and remodeled it to be fitting for
professional workspace and offices
6. Please attach a map of the area showing the parcel(s) proposed to be rezoned, adjacent streets, existing zoning on the parcels, and other information you feel might be helpful in evaluating your proposal.
(City Zoning Administrator may provide this information)
7. Name and Address of all abutting and opposite property owners within 300 feet of the property to be altered.
(City Zoning Administrator will provide this information)

Attachment: Zoning Amendment Application for 836 and 828 Superior Street (3649 : Zoning Amendment Application for 836 and 828 Superior

8. If petitioner is not the property owner a letter with the owner's signature shall be provided. The letter shall state that the owner is in agreement with the proposed zoning change contingent upon the sale of the property to the applicant.

Signature of Petitioner: Edmond R. Fox Date: 10/6/20
Edward C. Fox

IF ADDITIONAL PAGES ARE NEEDED, PLEASE ATTACH HERETO

Please return this completed form with the information indicated above and the fee of \$200 to the Building Inspector/Zoning Administrator Office located in Antigo City Hall, 700 Edison Street, Antigo WI. 54409. pd 10-14-20

Checks should be made payable to "City of Antigo".

The entire zoning ordinance is available on the City's website at: <http://www.antigo-city.org/>

Should you have any questions regarding this form or the City's rezoning process, please phone 715-623-3633 x134.

For City Use Only

Received by: Kay M. Matuchek Date: 10-14-20

City Planning Commission / Public hearing:

Date: 11-3-20 ☐ Approved ☐ Denied

Common Council / Public hearing:

Date: 12-9-20 ☐ Approved ☐ Denied

Ordinance number: _____

Notes: _____



Memo

To: City Plan Commission

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

Date: 10/20/2020

RE: Rezone parcels #201 0177 (836 Superior St.) and #201 0178.001 (828 Superior St.) from R-4 to B-3 for professional services, office and parking.

This is for your information.

- The blue shaded area on map is proposed area to be rezoned
- The parcel at 816 Superior St. (Absolute Realty) is currently zoned B-3

Print Date: 10/22/2020



City of Antigo GIS

DISCLAIMER: This data is provided by the City of Antigo for informational purposes only. The City does not warrant or guarantee the accuracy or reliability of this data. The recipient of this data assumes any risk of its use for any purpose.



SCALE: 1" = 480'

CITY OF ANTIGO APPLICATION FOR ZONING AMENDMENT

If you are requesting a zoning amendment, please provide the following information. Note that a different application is required if you are requesting a conditional use. Should you have any questions about this form or the City's rezoning process, please call 715-623-3633 x134.

1. Petitioner's Name (PRINT): City of Antigo
 Petitioner's Address (PRINT): 700 Edison St, Antigo, WI 54409
 Petitioner's Telephone Number (with Area Code): 715-623-3633

2. Property Owner Name (PRINT): City of Antigo
 Property Owner's Address (PRINT): 700 Edison St, Antigo, WI 54409
 Property Owner's Telephone Number (with Area Code): 715-623-3633

3. Property Information:

A. Address: 1310 Hogan St + 1322 Hogan St
 B. Parcel ID Number: 201-2901 + 201-2900
 C. Legal Description: Assessor's Plat Lot 309 + Assessor's Plat Lot 308
 (The legal description may be obtained from the City Zoning Administrator.)

4. A. **Existing** zoning district classification(s) of the land included within the petition: R-3
 B. **Existing** land use on land included in this application: vacant field
 C. **Proposed** zoning district classification(s) of the land included within the petition: R-4
 D. **Proposed** land use(s) following rezoning: multi-family housing

5. Please provide a brief narrative justifying the rezoning of this property. (Attach an additional sheet if necessary):
City is soliciting proposals from housing developers to build multi-family housing

6. Please attach a map of the area showing the parcel(s) proposed to be rezoned, adjacent streets, existing zoning on the parcels, and other information you feel might be helpful in evaluating your proposal.

(City Zoning Administrator may provide this information)

7. Name and Address of all abutting and opposite property owners within 300 feet of the property to be altered.
 (City Zoning Administrator will provide this information)

Attachment: Zoning Amendment Application for 1310 & 1322 Hogan Street (3648 : Zoning Amendment Application for 1310 and 1322 Hogan

8. If petitioner is not the property owner a letter with the owner's signature shall be provided. The letter shall state that the owner is in agreement with the proposed zoning change contingent upon the sale of the property to the applicant.

Signature of Petitioner: *Bill Brundt*

Date: 10-14-20

IF ADDITIONAL PAGES ARE NEEDED, PLEASE ATTACH HERETO

Please return this completed form with the information indicated above and the fee of **\$200** to the Building Inspector/Zoning Administrator Office located in Antigo City Hall, 700 Edison Street, Antigo WI. 54409. City - no fee

Checks should be made payable to "City of Antigo".

The entire zoning ordinance is available on the City's website at: <http://www.antigo-city.org/>

Should you have any questions regarding this form or the City's rezoning process, please phone 715-623-3633 x134.

For City Use Only

Received by: Kaym Matucheste Date: 10-14-20

City Planning Commission / Public hearing:

Date: 11-3-20 ☐ Approved ☐ Denied

Common Council / Public hearing:

Date: 12-9-20 ☐ Approved ☐ Denied

Ordinance number: 1905B

Notes: _____



Memo

To: City Plan Commission

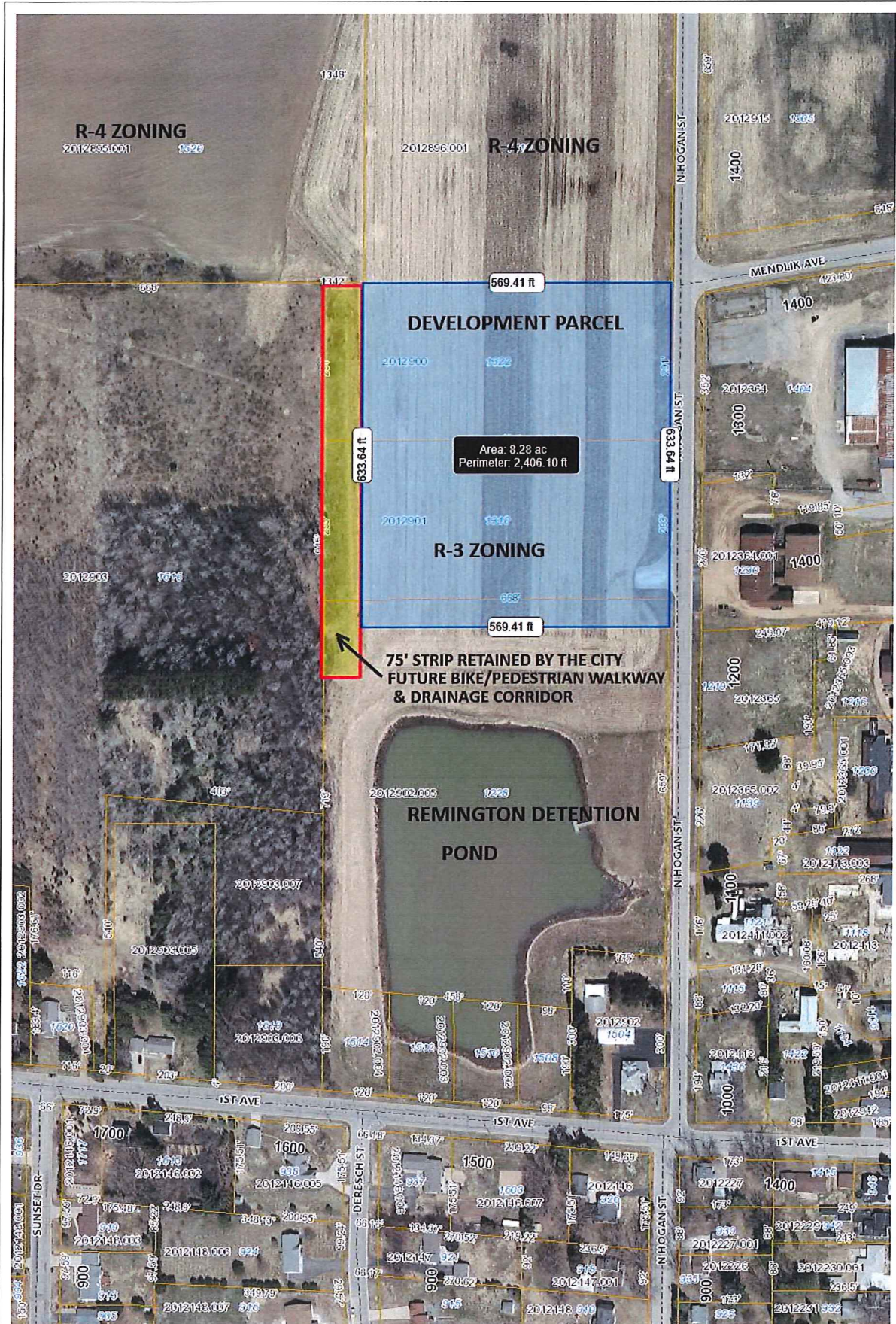
From: Roger J. Musolff, Building Inspector/Zoning Administrator

Date: 10/20/2020

RE: Rezone property north of Remington detention pond from R-3 to R-4 for multi-family development.

This is for your information.

- See blue is proposed area for the change
- The yellow area is being retained as described on map



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



To: Mayor and City Council

From: Mark Desotell, Director of Administrative Services

Date: November 03, 2020

Re: Selection of a Residential Developer for an 8.25 City-Owned Parcel Located West of Hogan Street and North of the Remington Detention Pond for a Potential Multi-Family Housing Project Subject to the Submission (due December 12, 2020) and Approval of a WHEDA Housing Grant Application as Submitted by the Selected Firm.

Sealed housing development proposals were submitted by potential Developer's to City Hall for Friday, October 30th with a 10:00 a.m. opening. A copy of the Request for Proposal (RFP) for the potential use of the City-owned 8.25 acre parcel for a multi-family development is included in your agenda packets for reference.

I will be summarizing the proposals once they are opened in order to provide you with the necessary information to deliberate towards the selection of a developer authorized to advance a WHEDA housing application due by December 12th. The summary will not likely be provided to you until the night of the meeting. If you wish to see the proposals prior to the November City Plan meeting feel free to stop by my office to review them.

If the Developer's application is approved by WHEDA then the next step would involve the creation of a Developer's agreement finalizing such issues as the scope of the development, construction scheduling, cost of the property and etc. as outlined in the attached RFP.

Feel free to contact me with any questions.



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



**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: Friday, October 30, 2020 @ 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 award 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.