



CITY OF ANTIGO

FINANCE, PERSONNEL, AND LEGISLATIVE COMMITTEE MEETING

COUNCIL CHAMBERS

Wednesday, June 19, 2024

CITY HALL, 700 EDISON STREET

6:00 PM

Call to Order

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

1. Minutes from the April 17 and May 15, 2024 Meetings
2. Langlade County Radio Control Club Event Permit Fee Waiver Request
3. Request by the Langlade County Diversion Program, Langlade County Health Department for a Permit Fee Waiver for Unity in the Community to be held on September 29, 2024
4. Request for Donation of \$852.00 to Music in the Park for Brochures
5. Process Update For Street Closure Permits
6. Change Ordinance 38-3(d)(2) and 38-3(d)(3) to Increase the Forfeitures for Parking Violations
7. Approval to Accept Donation of a Drone and Associated Supplies
8. Proposed Changes to Subdivision IV. Nonconforming Uses, Structures and Lots
9. Apply for a 50% Matching Grant from the Wisconsin DNR Forest Fire Protection Grant Program, in the Total Amount of \$1081.60
10. Budget Transfer Needed for the Cost of 2024 Weights and Measures Contract from the Department of Agriculture, Trade and Consumer Protection as Increased from \$4,400 to \$8,250
11. Approval to Allow Funds Received Through Auction And/Or Trade Remain In The Department Of Origin
12. Review of the Practice of Waiving Rental Fees
13. Introduction and Review of the 2025 Budget
14. Closed Session: Pursuant to Section 19.85(1)(e), Wisconsin Statutes, and upon Proper Motion, the Commission will Convene into Closed Session for Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session for Discussion with Antigo First. Upon Completion of a Discussion in Closed Session, the Commission will Reconvene into Open Session to Act on Matters Discussed, If Necessary, and Proceed with the Regular Order of Business.
15. Act On Any Matters Discussed in Closed Session

Any Other Matters Authorized by Law to be Considered

Adjournment

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact clerk treasure's office, 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: June 14,2024

TERENCE BRAND

Waiver Request Application Form

Event, Parade, Shelter or Street Use

Recurring Annual Events

Any group holding a recurring annual event is required to have their waiver requests submitted 60 days in advance of the event.

Please Note: Submission requests not meeting the above requirement will not be considered for waiver of fees.

New Events

Any groups requesting waivers, for first time events should request waivers 2 months in advance of the requested date to ensure review by the appropriate committees.

1. Name of group/organization/individual) requesting wavier(s): Langlade County Radio Control Club
2. The following waivers are being requested and submitted for consideration (Please check all that apply):
 - ☐ Shelter / Concession Reservation Fee Please include completed Shelter Reservation Form with Waiver Application if you plan on reserving a City Shelter, Pavilion, or Park.
 - ☒ Special Event/Parade Fee (\$25.00) – Please include completed permit with Waiver Application if you plan on hosting an event on City Property or you plan on inviting the public to your event.
 - ☐ Street Use (\$25.00) – Please include completed permit with Waiver Application if you plan on closing or restricting access to any streets.
 - ☐ Trailer with Tables & Chairs (12, 6' tables and 72 chairs): (\$150/weekend or \$100/day: M-Thurs; plus delivery or non-resident fees)

Please Note Insurance Is Not Eligible For Waiver

Events that are inviting the public must

- ☐ Insurance documentation must be on file with the City of Antigo prior to the event date
- ☐ The City of Antigo must be listed as additional insured
- ☐ General liability coverage of \$1,000,000 per occurrence/\$2,000,000 aggregate
- ☐ The above insurance information may be found within Article XI. Special Event/Parade Ordinance Sec. 18-433. Insurance Required.

3. Name of Event: Off Road Events
4. Description of Event (please attach an additional sheet if necessary):
RC races: 6/30, 7/28, 8/25
*May possibly be additional dates
5. How event is benefitting the community (are funds being reinvested into the community...etc):
All proceeds go back to the community
6. City of Antigo services requested to assist with the event or preparation for the event (additional trash receptacles, barricades, picnic tables...etc; please note these services cannot be guaranteed) :

Signature of applicant (I agree the above information is accurate and correct to the best of my knowledge):

[Signature]

Date: 6/6/2024

For Office Use Only:

FPL: Submitted _____ PCR Submitted: _____ Council Submitted: _____
 FPL: Approved _____ PCR Approved: _____ Council Approved: _____

Attachment: event waiver form (6979 : Langlade County Radio Control Club Event Permit Fee Waiver)

Waiver Request Application Form

Event, Parade, Shelter or Street Use

Recurring Annual Events

Any group holding a recurring annual event is required to have their waiver requests submitted 60 days in advance of the event.

Please Note: Submission requests not meeting the above requirement will not be considered for waiver of fees.

New Events

Any groups requesting waivers, for first time events should request waivers 2 months in advance of the requested date to ensure review by the appropriate committees.

1. Name of group/organization/individual) requesting wavier(s): Langlade County Diversion Program

2. The following waivers are being requested and submitted for consideration (Please check all that apply):

☒ **Shelter / Concession Reservation Fee** Please include completed Shelter Reservation Form with Waiver Application if you plan on reserving a City Shelter, Pavilion, or Park.

☒ **Special Event/Parade Fee (\$25.00)** – Please include completed permit with Waiver Application if you plan on hosting an event on City Property or you plan on inviting the public to your event.

☐ **Street Use (\$25.00)** – Please include completed permit with Waiver Application if you plan on closing or restricting access to any streets.

☐ **Trailer with Tables & Chairs (12, 6' tables and 72 chairs):**
(\$150/weekend or \$100/day: M-Thurs; plus delivery or non-resident fees)

Please Note Insurance Is Not Eligible For Waiver

Events that are inviting the public must

- ☐ Insurance documentation must be on file with the City of Antigo prior to the event date
- ☐ The City of Antigo must be listed as additional insured
- ☐ General liability coverage of \$1,000,000 per occurrence/\$2,000,000 aggregate
- ☐ The above insurance information may be found within Article XI. Special Event/Parade Ordinance Sec. 18-433. Insurance Required.

3. Name of Event: Unity in the Community

4. Description of Event (please attach an additional sheet if necessary):

A community outreach day, booths geared toward resources for substance use available in our community, games, food, magic act, one-man band, demonstrations, booths for local businesses centered on good

5. How event is benefitting the community (are funds being reinvested into the community...etc): health.

Any funds raised will help to pay for the event and supplies,

Any additional funds raised will go to Three Bridges Recovery

and Broken Arrow mens transitional living, both non profits.

This event is to bring our community together and educate about substance use

6. City of Antigo services requested to assist with the event or preparation for the event (additional trash

receptacles, barricades, picnic tables...etc; please note these services cannot be guaranteed):

picnic tables, tables, chairs, extra trash receptacles.

Signature of applicant (I agree the above information is accurate and correct to the best of my knowledge):

Mary Benish

Date: 5/6/24

For Office Use Only:

FPL: Submitted _____

PCR Submitted: _____

Council Submitted: _____

FPL: Approved _____

PCR Approved: _____

Council Approved: _____



APPLICATION FEE
\$25.00

CITY OF ANTIGO
APPLICATION FOR PARADE, SPECIAL EVENT, OR STREET USE PERMIT

DATE OF APPLICATION: 5/16/24 AGENT NAME: Nancy Benish
MUST BE AUTHORIZED TO SIGN FOR SPONSORING ORGANIZATION

MAILING ADDRESS: 800 Clermont St, Antigo STATE: WI ZIP: 54409

EMAIL: nancy.benish@da.wi.go

PHONE#: 715-627-16227 WORK(CEL) NUMBER#: 608 633-4008

SPONSORING ORGANIZATION: Landade County Diversion Program + Health Dept

ORGANIZATION'S EXECUTIVE OFFICER: Nancy Kelly Hays PHONE: 715-627-6224

IF YOU ARE HAVING AN EVENT IN WHICH THE PUBLIC IS INVITED YOU MUST HAVE AN EVENT PERMIT

EVENT DATE(S): Sept 29, 2024 START TIME: 10:00 (AM) PM END TIME: 07:00 AM PM

NAME OF EVENT: Unity in the Community

REASON FOR EVENT: Community Outreach, Sept is recovery month.

PERSON(S) RESPONSIBLE FOR DATE/SITE: Nancy Benish
Must be present at the event and on the premises for the reservation date for the duration of the event.

ANTICIPATED NUMBER OF PARTICIPANTS/ATTENDEES: 200

TYPE: ☐ Parade/Walk/Run ☒ Special Event ☐ Street Use/Closure
For each "TYPE" checked please complete the corresponding section (see below)

PARADE/WALK/RUN

ANTICIPATED NUMBER OF PARADE VEHICLES OR FLOATS: _____

ASSEMBLY POINT _____ DISBANDING POINT _____

PARADE/WALK/RUN ROUTE: _____

SPECIAL EVENT

LOCATION OR FACILITY OF EVENT: Heinzen Pavilion & Park

STREET USE/CLOSURE

A PETITION FOR STREET USE MUST BE SIGNED BY AT LEAST 75% OF RESIDENTS OVER EIGHTEEN (18) YEARS OF AGE LIVING ALONG THE PORTION OF THE STREET IDENTIFIED AS THE DESIGNATED AREA FOR THE PROPOSED PERMIT AND RETURNED WITH THE COMPLETED APPLICATION AND FEE.

PURSUANT TO ARTICLE IX, ANTIGO MUNICIPAL CODE, I REQUEST A STREET USE PERMIT FOR:

THE _____ (NUMBER) HUNDRED BLOCK(S) OF _____ (STREET NAME).

REASON STREET CLOSURE IS NECESSARY: _____

Attachment: 20240603163458690 (6955 : Unity in the Community Event Permit Waiver)

PLEASE ANSWER YES OR NO TO THE FOLLOWING:

ARE YOU SERVING OR SELLING ALCOHOLIC BEVERAGES?

☐ YES

☒ NO

YOU MUST OBTAIN A SPECIAL CLASS B LICENSE AT THE CITY CLERK'S OFFICE TO SELL OR SERVE FERMENTED MALT BEVERAGES AT A PUBLIC EVENT

2. ARE YOU PLANNING ON PLAYING MUSIC OR USING AMPLIFICATION ?

☒ YES

☐ NO

EXCESSIVE VOLUME MAY BE DISRUPTIVE TO NEARBY NEIGHBORS. PLEASE LIMIT VOLUME TO A REASONABLE LEVEL

3. WILL YOU BE WORKING WITH OUTSIDE VENDORS (I.E., BOUNCY HOUSES/CATERERS)

☒ YES

☐ NO

PLEASE CONSULT CITY STAFF FOR GUIDELINES IF YOU ARE HIRING OUTSIDE VENDORS

RULES & REGULATIONS

1. You are required by state law to provide sufficient containers to separate recyclable materials from trash at parade and special event locations.
2. Throwing candy, toys, souvenirs, etc., from moving parade vehicles is prohibited. Please distribute items by walking along parade route.
3. Operators of all parade units, regardless of power, shall be a minimum of 16 years of age.
4. Any damage to parking lots, streets, etc. will be billed to the applicant. (i.e. tent stakes in blacktop, etc.)

REQUESTED CITY SERVICES

- PLEASE NOTE THE REQUESTED CITY SERVICES ARE NOT GUARANTEED
- IT IS YOUR RESPONSIBILITY TO CONTACT THE APPROPRIATE DEPARTMENT

☐ TRAFFIC CONTROL

☐ BARRICADES

☒ TRASH BARRELS

☐ EMS SERVICES ON SITE

☒ OTHER; PLEASE LIST: tables & chairs

POLICE: 715.627.6411

FIRE / AMBULANCE DEPARTMENT: 715.623.3633 ext 142

PUBLIC WORKS: 715.623.4754

PARKS: 715.623.3633 ext 131

CITY OF ANTIGO INSURANCE REQUIREMENTS

1. CERTIFICATE TO BE ON FILE FOR GENERAL LIABILITY COVERAGE OF \$1,00,000 PER OCCURRENCE/\$2,000,000 AGGREGATE
2. THE CITY OF ANTIGO (WITH ADDRESS LISTED) MUST BE LISTED AS AN ADDITIONAL INSURED
3. A COPY OF THIS INSURANCE CERTIFICATE MUST BE INCLUDED WITH THIS APPLICATION

NAME OF YOUR LIABILITY INSURANCE CARRIER _____

The applicant shall defend, indemnify and hold harmless the City, its elected or appointed officials, officers, agents, employees and volunteers, from and against all claims, demands, suits, loss, bodily injury, personal injury, death and liability, direct or indirect (including any and all costs and expenses in connection therewith), incurred by any reasons of act or omission of the applicant, its officers, agents, employees or anyone, in any way connected with the applicant's services and obligations under this agreement. This indemnification obligation shall not be limited in any way by any limitation of the amount or type of insurance carried by the applicant. Applicant agrees at its own cost, expense and risk, to defend any and all claims, actions, suits or other legal proceedings brought or instituted against the City, its directors, officers, agents, employees and volunteers or any of them, arising out of the applicants service, omissions or acts in connection with this agreement, and to pay and satisfy any resulting judgments.

BY SIGNING THIS FORM, I ACKNOWLEDGE THAT ALL ANSWERS ARE TRUE AND CORRECT. I ALSO ACKNOWLEDGE THAT I HAVE RECEIVED A COPY OF THE PARADE AND SPECIAL EVENTS OR STREET USE ORDINANCE AS APPROVED BY THE ANTIGO CITY COUNCIL.

APPLICANT'S SIGNATURE

Nancy Berh

DATE

5/16/24



To: Mayor and City Council
From: Kaye Matucheski, Clerk-Treasurer/Finance Director
Date: June 19, 2024
Re: Request for Donation of \$852.00 to Music in the Park for Brochures

Enclosed is a copy of an invoice for brochures that Music in the Park dropped off. It looks like they are requesting a donation again to pay for the brochures. For history purposes, the City has funded the brochures since 2012 with a donation of \$590.81. The donation remained at \$600 until 2021 when the costs started to rise with the cost of \$726.00 in 2023.

This year the cost is \$852.00.

In the past, the funding has been derived from the 20% Hotel/Motel Tax the City is able to spend. The balance for this 20% at the end of 2023 is \$7,596.09.

If this is approved, a resolution will need to be forwarded to Council.

Send check made out to Music in the Park
to Sharon Gibson
230 Fred St
Antigo WI 54409

2.4.a

Invoice

May 13, 2024

Tammy Steger
1226 1st Avenue
Antigo, Wisconsin 54409
715.216.3136
tammysteger@gmail.com

Antigo Music Association
Nick Salm & Sharon Gibson

JOB - Music in the Park - 2024

Brochures

SIZE: 8.5" x 14" FOLDING: Double Parallel Fold PAPER: 100 lb. Gloss Book (C2S) with Aqueous Coating

Printing 5,000	\$639.00
Shipping	\$87.00
Design -	\$115.00

Total Due \$852.00

Thanks for Your Business!

Total due within 15 days of date noted on this invoice. Checks payable to Tammy Steger.

Here is the invoice for the brochures. As you have assisted with payment in the past we would appreciate your assistance again this year.

Thank You

Music in The Park Committee

Packet Pg. 8

Attachment: Music in the Park Brochure Donation Request (6928 : Donation to Music in the Park)



To: Mayor and City Council
From: Sarah Repp, Parks, Recreation, and Cemetery Supervisor
Date: June 19, 2024
Re: Process Update For Street Closure Permits

Our current process for Street Closure Permits is:

- Street Closure Permits are completed and entered into Parks Registration Software.
- Once entered, an automatic notification is sent to staff regarding the event.
- The Street Closure applicant is required to obtain 75% of resident signatures (eighteen years of age or older) that live along the portion of the street to be considered for closure.
- Insurance is required
- Street Closure requests meeting the appropriate signature requirements and insurance are placed on Common Council for approval

At times due to meeting dates event organizers are unable to complete the requirements prior to a Council Meeting for approval.

Updating the current process will make filing a Street Closure Permit more efficient while still notifying staff and impacted residents, and meeting insurance and city requirements.

Below is an update to the process to make filing a Street Closure more efficient, while still providing notification to staff and residents, and meeting city requirements:

Street Closures:

- Street Closure Permits are completed and entered into Parks Registration Software.
- Once entered, an automatic notification is sent to staff regarding the event.
- The Street Closure applicant is required to obtain 75% of resident signatures (eighteen years of age or older) that live along the portion of the street to be considered for closure.
- Insurance is required
- Street Closure requests meeting the appropriate signature requirements, insurance, and criteria are approved and signed by the mayor, and issued.



To: Mayor and City Council
From: Dan Duley, Chief of Police
Date: June 19, 2024
Re: Change Ordinance 38-3(d)(2) and 38-3(d)(3) to Increase the Forfeitures for Parking Violations

I wish to request an increase to the forfeiture amounts for the following parking violation penalties:

38-3(d)(2) - Handicap Zone

Increase the forfeiture amount from \$30.00 to \$100.00 increasing to \$125.00 if not paid within 48 hours.

38-3(d)(3) - One- and two-hour parking zones in business district. On street parking between 9:00am and 5:00pm Monday- Saturday.

Increase the forfeiture amount from \$3.00 to \$25.00 increasing to \$35.00 if not paid within 48 hours.

These changes were discussed and approved at the Public Works Committee meeting on May 22, 2024.

I am requesting approval of the ordinance changes to increase these forfeiture amounts.

If you have any questions feel free to contact me.

Respectfully submitted,

Daniel J. Duley

Chief of Police



To: Mayor and City Council
From: Dan Duley, Chief of Police
Date: June 19, 2024
Re: Approval to Accept Donation of a Drone and Associated Supplies

Antigo Police Department received an anonymous donation of a Drone from a city resident. The value of the Drone and associated supplies is approximately \$2500.

The citizen is no longer able to use the Drone. The citizens did not wish to be publicly recognized for the donation.

Prior to using the Drone, the Antigo Police Department will develop a policy and procedure on Drone use and will follow all laws and regulations for proper Drone usage.

The Drone would be available for use by other city departments when needed.

I am looking for approval to accept the donation of the Drone.

If you have any questions, feel free to contact me.

Daniel J. Duley

Chief of Police



To: Mayor and City Council
From: Beth McCarthy, Building Inspector/Zoning Administrator
Date: June 19, 2024
Re: Proposed Changes to Subdivision IV. Nonconforming Uses, Structures and Lots

The City of Antigo has over 900 non-conforming lots located in residential zoning districts.

A chart listing the lot requirements for each residential zoning district in the city is attached for your review.

Currently, Ordinance Subdivision IV. Nonconforming Uses, Structures and Lots does not allow a property owner to construct a new house on a non-conforming lot under any circumstances. However, due to the increasing age of the city's houses and the possibility of a natural disaster or fire destroying a house, we feel it is advantageous to the city and to the property owners to allow a house to be constructed on a non-conforming lot. The only avenue an owner has currently to build on a non-conforming lot is apply for a variance.

Variances must meet strict criteria per City of Antigo ordinance Sec. 14-1018(c), resulting in extremely limited scenarios in which an owner of a non-conforming lot would be granted a variance. Below is the City of Antigo's ordinance subsection that lists when a variance should not be granted:

- c. A variance shall not:
 - 1. Grant, extend or increase any use prohibited in the zoning district.
 - 2. Be granted for a hardship based solely on an economic gain or loss.
 - 3. Be granted for a hardship which is self-created.
 - 4. Damage the rights or property values of other persons in the area.
 - 5. Allow actions without the amendments to this article or map(s) required in section 141036.
 - 6. Allow any alteration of an historic structure, including its use, which would preclude its continued designation as an historic structure.

Attached is a copy of amended ordinance Subdivision IV. Nonconforming Uses, Structures and Lots, with the changes highlighted in red. These changes will allow for a house to be constructed on a non-conforming lot if certain criteria are met and with the City Plan's and the City Council's review and approval. With the additional language in subsection (3)(b)(1-4), the original intent of the ordinance section is able to remain in place, while adding flexibility to each situation to encourage new housing without compromising adjacent properties.

CITY OF ANTIGO SCHEDULE OF REQUIREMENTS																
DISTRICT		LOT REQUIREMENTS		MINIMUM YARD DIMENSIONS- FEET								MAX. BUILDING HEIGHT				FLOOR AREA RATIO
				PRINCIPAL BUILDING				ACCESSORY BUILDING				PRINCIPAL		ACCESSORY		
	USE	MIN AREA	MIN WIDTH	FRONT	SIDE	CENTER SIDE	REAR	FRONT	SIDE	CENTER SIDE	REAR	STORY	FEET	STORY	FEET	
R-1	SINGLE FAMILY	10000	70	30 a	7	20	35	30 a	2	20	3	2 1/2	35	2 1/2	35	N/A
R-2	SINGLE FAMILY	7200	60	20 a	5	15	25	20 a	2	15	3	2 1/2	35	2 1/2	35	N/A
R-3	TWO FAMILY	6600	60	15 a	5	12	25	20 a	2	15	3	2 1/2	35	2 1/2	35	N/A
R-4	GENERAL RESIDENCE	6600 b	60	15 a	5 c	12 d	20	15	2	12	3	2 1/2	35	2 1/2	35	1.8

- CODE OF ORDINANCES
 Chapter 14 - LAND USE REGULATIONS
 ARTICLE II. - ZONING
 DIVISION 2. - ADMINISTRATION AND ENFORCEMENT
 Subdivision IV. Nonconforming Uses, Structures and Lots

Subdivision IV. Nonconforming Uses, Structures and Lots¹

Sec. 14-166. Statement of purpose.

- (a) This article establishes separate districts, each of which is an appropriate area for the location of the uses which are permitted in that district. It is necessary and consistent with the establishment of those districts that those nonconforming buildings, structures and uses which substantially and adversely affect the orderly development and taxable value of other property in the district not be permitted to continue without restriction.
- (b) The purpose of this subdivision is to provide for the regulation of nonconforming buildings, structures and uses and to specify those circumstances and conditions under which those nonconforming buildings, structures and uses shall be permitted to continue.

(Code 1999, § 13-1-100)

Sec. 14-167. Authority to continue.

Any nonconforming building, structure or use which existed lawfully as of December 1968 and which remains nonconforming and any such building, structure or use which shall become nonconforming upon that date or the effective date of any subsequent amendments to this article may be continued subject to this subdivision.

(Code 1999, § 13-1-101)

Sec. 14-168. Restrictions.

- (a) *Continuation.* Any lawfully existing building or structure which does not conform to the regulations of the district in which it is located may be continued, subject to this section.
- (b) *Repairs and alterations.* Repairs and alterations are subject to the following:
 - (1) *Building or structure designed or intended for nonconforming use.* Repairs and alterations may be made to a nonconforming building or structure, provided that no structural alterations which increase the bulk of the building or structure shall be made in or to a building or structure, all or substantially all of which is designed or intended for a use not permitted in the district in which it is located, except those required by law or except to make the building or structure and the use thereof conform to the regulations of the district in which it is located. For the purpose of subsection (b) of this section, repairs shall include the replacement of storage tanks where the safety of operation of the installation requires such replacement and other replacements of or substitutions for machinery or equipment not involving structural alterations to the building or structure, except as provided in this subsection.
 - (2) *Building or structure designed or intended for permitted use.* Repairs, alterations and structural changes may be made to a nonconforming building or structure, all or substantially all of which is designed or

¹Cross reference(s)—Buildings and building regulations, § 14-1336 et seq.

- intended for a use permitted in the district in which it is located, provided such repairs, alterations or structural changes conform to the regulations of the district in which such building or structure is located.
- (c) *Additions and enlargements.* A nonconforming building or structure which is nonconforming as to bulk or all or substantially all of which is designed or intended for a use not permitted in the district in which it is located shall not be added to or enlarged in any manner unless such additions or enlargements thereto are made to conform to all of the regulations of the district in which it is located and unless such nonconforming building or structure, including all additions and enlargements thereto, shall conform to the following:
- (1) The applicable regulations concerning the amount of lot area provided per dwelling unit.
 - (2) The allowable floor area ratio.
 - (3) The allowable gross floor area per establishment.
- (d) *Relocation of building or structure.* No building or structure shall be moved in whole or in part to any other location on the same or any other lot unless every portion of such building or structure which is moved and the use thereof is made to conform to all of the regulations of the district in which it is to be located.
- (e) *Restoration of damaged building or structure designed or intended for nonconforming use.* Standards for the restoration of a damaged building or structure designed or intended for a nonconforming use are as follows:
- (1) A nonconforming building or structure which is destroyed or damaged by fire or other casualty or act of God to the extent that the cost of restoration to the condition in which it was before the occurrence shall exceed 50 percent of the assessed value of the building shall not be restored unless such building or structure and the use thereof shall conform to all of the regulations of the district in which it is located.
 - (2) If such damage or destruction is less than 50 percent of the assessed value of the building, no repairs or reconstruction shall be made unless such restoration is started within one year from the date of partial destruction and is diligently prosecuted to completion.
 - (3) If the restoration is not started within one year of such calamity and diligently prosecuted to completion, the building or structure shall be removed and the area cleared.
- (f) *Discontinuance of nonconforming use.* If the nonconforming use of a building, structure or premises is discontinued for a continuous period of 12 months, it shall not be renewed, and any subsequent use of the building, structure or premises shall conform to the use regulations of the district to which such building, structure or premises is located.
- (g) *Expansion of nonconforming use.* Procedures for the expansion of a nonconforming use are as follows:
- (1) *Building or structure designed or intended for nonconforming use.* The nonconforming use of part of a building or structure, all or substantially all of which is designed or intended for a use not permitted in the district in which it is located, may be extended throughout the building or structure in which such use is presently located, but no changes or structural alterations which increase the bulk of the building or structure shall be made unless such changes or structural alterations and the use thereof conform to all the regulations of the district in which the building or structure is located.
 - (2) *Building or structure designed or intended for permitted use.* The nonconforming use of part of a building or structure, all or substantially all of which building or structure is designed or intended for a use permitted in the district in which it is located, shall not be expanded or extended into any other portion of such building or structure nor changed to any other nonconforming use.
 - (3) *Land.* The nonconforming use of land not involving a building or structure or in connection with which any building or structure thereon is incidental or accessory to the principal use of the land shall not be expanded or extended beyond the area it occupies.

Created: 2024-05-17 08:31:01 [EST]

(Supp. No. 20, Update 3)

- (h) *Change of nonconforming use.* Procedures for the change of a nonconforming use are as follows:
- (1) *Building or structure designed or intended for nonconforming use.* The nonconforming use of a building or structure, all or substantially all of which is designed or intended for a use not permitted in the district in which it is located, may be changed to a use permitted in the same district as the nonconforming use which presently occupies the building or structure or to a use permitted in a more restrictive district. For the purpose of this section only, the R-1 district shall be considered the most restrictive and the I-2 district the least restrictive district.
 - (2) *Building or structure designed or intended for permitted use.* No nonconforming use shall be changed to another nonconforming use when such nonconforming use is located in a building or structure, all or substantially all of which is designed or intended for a permitted use.
 - (3) *Land.*
 - (a) The nonconforming use of land not involving a building or structure or in connection with which any building or structure thereon is incidental or accessory to the principal use of the land shall not be changed to any other use, except to a use permitted in the district in which the land is located.
 - (b) A building or structure may be constructed on nonconforming vacant land if the following conditions are met:
 - (1) Principal and accessory buildings shall maintain minimum yard dimensions and setback requirements.
 - (2) Site, building, and storm water plans shall be submitted, reviewed, and approved by the City Plan Commission and the Common Council.
 - (3) Construction shall begin within 12 months following the approval of the site, building, and storm water plans by the Common Council or the approval is void.
 - (4) All other zoning requirements must be met.

(Code 1999, § 13-1-102)

Secs. 14-169—14-195. Reserved.



To: Mayor and City Council
From: Corey Smith, Fire Chief
Date: June 19, 2024
Re: Apply for a 50% Matching Grant from the Wisconsin DNR Forest Fire Protection Grant Program, in the Total Amount of \$1081.60

I am requesting to apply for a 50% matching funds grant from the Wisconsin DNR Forest Fire Protection Grant program in the amount of \$1081.60 to replace our collapsible backpack pumps. The matching funds of \$540.80 would come from our donations account.



To: Mayor and City Council
From: Kaye Matucheski, Clerk-Treasurer/Finance Director
Date: June 19, 2024
Re: Budget Transfer Needed for the Cost of 2024 Weights and Measures Contract from the Department of Agriculture, Trade and Consumer Protection as Increased from \$4,400 to \$8,250

The City contracts with the State of Wisconsin, Department of Agriculture, Trade, and Consumer Protection for the enforcement of the weights and measures for the businesses that require these inspections. The City used to pay \$6,000 for this service. Last year in 2023, the fee decreased to \$4,400 so for 2024 \$4,500 was budgeted for these inspections. We received the contract from the State last year and it was turned in a few months late. The increase in cost to \$8,250 for the period of July 1, 2023 to June 30, 2024 was an oversight at the time the budget was done.

There will need to be a budget transfer from the Contingency Fund to the Inspector's budget in the amount of \$3,750 to cover the additional amount. This will then need to have a Council resolution.

Even with the rate increase, I do not feel it would be cost effective for the City to take over the enforcement of the weights and measures.



To: Mayor and City Council
From: Sarah Repp, Parks, Recreation, and Cemetery Supervisor
Date: June 19, 2024
Re: Approval to Allow Funds Received Through Auction And/Or Trade Remain In The Department Of Origin

The current policy allocates funds acquired through a trade or auction to be disbursed to the general fund.

We are requesting the funds acquired through a trade or auction remain with the department of origin.

The funds acquired through a trade or auction will offset the cost of new and future equipment. Retention of the funds by the department of origin is an incentive to maintain equipment and assists with budgeting for future/new equipment.