Village of Bellevue Board of Trustees
MEETING AGENDA
June 9, 2021 6:30 P.M.

live streaming at facebook.com/BellevueWisconsin

Notice is hereby given that the Bellevue Village Board may take action on any item listed within this agenda.

Village Board
Steve Soukup, President
Adam Gauthier, Trustee
Dave Kaster, Trustee
Tom Katers, Trustee
John Sinkler, Trustee

Administration
Diane Wessel,
Village Administrator

Karen Simons,
Director
Finance/Clerk-Treasurer

Andrew Vissers, AICP,
Director
Community Development

Adam Waszak,
Director Parks,
Recreation and Forestry

David Litton,
Fire Chief

Trevor Bilgo,
Directed Enforcement Officer II

Steve Kubacki,
Interim Director Public Works

Our Values

- Dedication
- Quality
- Innovation
- Responsive
- Accountability
- Integrity
- Leadership

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. APPROVE/AMEND AGENDA

E. CONSENT AGENDA

1. Approval of the Bills
2. Approval of the Village Board Minutes:
   a. Regular Meeting - 5/26/2021
3. Approval of the Committee/Commission Minutes:
   a. Plan Commission - 5/18/2021
   b. Plan Commission - 6/2/2021
4. Operators Licenses
5. Engineer's Report
6. Liquor License Applications
7. CMAR Report (Resolution #V-32-2021)
8. Budget Amendment Compost Gate (Resolution #V-31-2021)

All items listed under "Consent Agenda" are considered to be routine and/or non-controversial by the Village Board and will be approved by one motion. There will be no separate discussion. If discussion is desired by members, that item will be removed from the consent agenda and discussed separately immediately after consent agenda approval.

F. PUBLIC HEARINGS:

1. RP 2021-0001 – Conduct a Public Hearing to Consider/Discuss/Act on the request by Mitchell Vanden Bergh, owner, to rezone a portion of Parcel B-2591 from B-2 - General Business District to R-2 -Two-Family Residential District, located at 2538 Continental Court (Ordinance #O-2021-10).

2. ZOA 2021-0001 – Conduct a Public Hearing to Consider/Discuss/Act on the request by the Village of Bellevue staff for a Zoning Ordinance Amendment to amend Chapter 500-300 - Definitions, Chapter 500-400 - General Regulations, Chapter 500-500 - Residential Districts and Chapter 500-2100 - Floodplain Regulations of the Village of Bellevue Zoning Code (Ordinance #O-2021-11).

G. PUBLIC COMMENT: The public is encouraged to provide comments in advance of the Meeting by sending them to the Administrator, 2828 Allouez Ave Green Bay, WI 54311, or email at dwessel@villageofbellevue.org. Comments must include the commentator's name and address for the record. Public comments must be limited to items NOT on the agenda; Comments will be limited to one page in length and will be read during the public comment period. The Board's role is to listen and not discuss/debate comments nor take action of those comments at the Meeting.

H. PRESENTATIONS:

I. COMMUNICATIONS:

J. BROWN COUNTY REPORT

K. OLD BUSINESS:

1. Discussion/Possible Action: Village Facility Capital Improvement Planning - 3100 Eaton Road

L. NEW BUSINESS:

1. Discussion/Possible Action: CSM 2021-0002 - Consider/Discuss/Act on the request by Ryan Krumrie, Hager Dewick & Zuengler, S.C., Petitioner, on behalf of David Van Rite, Barbara Lautenslager, Susan Tesar, & Sharon Faeth, Owners, for approval of a 2-lot Certified Survey Map of Parcel B-2542, Generally located on the south side of Landmark Boulevard between Costco Way and Lime Kiln Road (County Highway V).

2. Discussion/Possible Action: CSM 2021-0003 - Consider/Discuss/Act on the request by Ryan Van Straten, Alliance Management, Petitioner, on behalf of Robert J & Erin M Hoekstra, Owners, for approval of a 2-Lot Certified Survey Map (CSM) of Parcel B-296 located generally on the north side of Hoffman Road (County Highway XX) and west of Bellevue Street (County Highway XX).

3. Discussion/Possible Action: PLAT 2021-0002 - Consider/Discuss/Act on the request by the Ryan Van Straten, Alliance Management, Petitioner, on behalf of Robert J & Erin M Hoekstra, Crystal Cove, LTD, and Bel Meadows Partners, LLP, for approval of the Preliminary Plat of Crystal Cove Subdivision, a mixture of 14 lots located generally on the north side of Hoffman Road (County Highway XX) and west of Bellevue Street (County Highway XX) Parcels B-296, B-300, B-2506, B-2507-1, & B-2508.

4. Discussion/Possible Action: Amending Chapter 49-18 Extending the Municipal Vehicle Registration Fee to December 31, 2023 (Ordinance #O-2021-12)

M. STAFF REPORTS

N. BOARD COMMENTS

O. MATTERS TO BE PLACED ON NEXT AGENDA

P. CLOSED SESSION:

1. Administrator Contract - Per Wisconsin State Statutes19.85(1)(c), the Board may move to Closed Session when considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

2. Employee Matters - Per Wisconsin State Statutes19.85(1)(c), the Board may move to Closed Session when considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Q. ADJOURNMENT

NEXT REGULAR MEETING: WEDNESDAY – JUNE 23, 2021

Posted and notified: June 4, 2021
Karen M. Simons, Director of Finance /Clerk-Treasurer, Village of Bellevue

Any person wishing to attend who, because of disability or stay at home order, requires special accommodations should contact the Clerk/Treasurer at (920) 468-5225, 2828 Allouez Avenue, at least 48 hours prior to the Meeting so arrangements can be made. Attachments or other documents referenced in this agenda are available for view or copying at the Bellevue Village Office, 2828 Allouez Avenue, during normal business hours; on the Village website; or by contacting the Clerk/Treasurer at (920) 468-5225.

Report Criteria:
Report type: GL detail
[Report].Check Number = 14939-14961,60763-60807

Payee	Description	Invoice GL Account	Check Number	Amount
GENERAL CODE LLC				
GENERAL CODE LLC	Code annual maintenance	100-51420-212-00	14939	695.00
GENERAL CODE LLC	Code annual maintenance	100-51420-212-00	14939	695.00-
Total GENERAL CODE LLC:				.00
BUBRICK'S COMPLETE OFFICE OF WI INC				
BUBRICK'S COMPLETE OFFICE OF WI INC	Adding Machine Paper	100-51410-310-00	14940	6.49
BUBRICK'S COMPLETE OFFICE OF WI INC	Calculator	100-51410-310-00	14940	79.36
BUBRICK'S COMPLETE OFFICE OF WI INC	3-hole punch	100-51410-310-00	14940	49.94
BUBRICK'S COMPLETE OFFICE OF WI INC	Post it notes	100-51410-310-00	14940	43.11
BUBRICK'S COMPLETE OFFICE OF WI INC	Post it notes	100-51410-310-00	14940	31.55
Total BUBRICK'S COMPLETE OFFICE OF WI INC:				210.45
CENTRAL BROWN COUNTY WATER AUTHORITY				
CENTRAL BROWN COUNTY WATER AUTHO	Charges for April	600-56020-290-00	14941	171,845.00
Total CENTRAL BROWN COUNTY WATER AUTHORITY:				171,845.00
DORSCH FORD				
DORSCH FORD	Door Screw for Explorer	290-53313-352-00	14942	8.08
DORSCH FORD	Housing switch	290-53313-352-00	14942	61.10
Total DORSCH FORD:				69.18
EMPOWERMENT DANCE LLC				
EMPOWERMENT DANCE LLC	May Beginner Jazz Class Instructor Fee	100-55300-290-00	14943	286.00
Total EMPOWERMENT DANCE LLC:				286.00
FASTSIGNS - GREEN BAY				
FASTSIGNS - GREEN BAY	(1,000) Yard Waste Site Permit Stickers	250-53636-340-00	14944	437.50
FASTSIGNS - GREEN BAY	(25) Yard Waste Site Contractor Permits	250-53636-340-00	14944	40.77
Total FASTSIGNS - GREEN BAY:				478.27
GRAINGER INC				
GRAINGER INC	Hydrant PSI Recorder	600-56770-357-00	14945	639.99
Total GRAINGER INC:				639.99
GREEN BAY METROPOLITAN SEWERAGE				
GREEN BAY METROPOLITAN SEWERAGE	Sewerage Services for April	700-58201-225-00	14946	159,107.88
Total GREEN BAY METROPOLITAN SEWERAGE:				159,107.88
GREEN BAY, CITY OF				
GREEN BAY, CITY OF	Facility & Usage Charge	100-53520-000-00	14947	18,573.00
Total GREEN BAY, CITY OF:				18,573.00
HOME TEAM SPORTS & APPAREL INC				
HOME TEAM SPORTS & APPAREL INC	2021 Summer Camp Supplies	100-55300-340-00	14948	36.42

Payee	Description	Invoice GL Account	Check Number	Amount
HOME TEAM SPORTS & APPAREL INC	Soccer goal anchors	100-55200-340-00	14948	232.36
Total HOME TEAM SPORTS & APPAREL INC:				268.78
HYDROCORP				
HYDROCORP	May 2021 Cross Connection Inspections	600-56010-290-00	14949	2,503.00
Total HYDROCORP:				2,503.00
KNIPPEL, RAE G				
KNIPPEL, RAE G	Village Board Minutes for May	100-51420-290-00	14950	395.00
Total KNIPPEL, RAE G:				395.00
LAFORCE HARDWARE & MFG CO				
LAFORCE HARDWARE & MFG CO	Deadbolt replacement 1811	100-51600-290-00	14951	567.00
Total LAFORCE HARDWARE & MFG CO:				567.00
LAKELAND LAWN CARE OF MANITOWOC INC				
LAKELAND LAWN CARE OF MANITOWOC IN	Spring Fertilizer - Parks	100-55200-290-00	14952	1,062.50
Total LAKELAND LAWN CARE OF MANITOWOC INC:				1,062.50
LIZER LAWN CARE				
LIZER LAWN CARE	April mowing - DeBroux Park	100-55200-290-00	14953	160.00
LIZER LAWN CARE	April mowing - DeBroux Sofball	100-55200-290-00	14953	64.00
LIZER LAWN CARE	April mowing - DeBroux Soccer	100-55200-290-00	14953	35.00
LIZER LAWN CARE	April mowing - Josten South	100-55200-290-00	14953	103.00
LIZER LAWN CARE	April mowing - Josten Tiger Ct	100-55200-290-00	14953	19.00
LIZER LAWN CARE	April mowing - Josten Diamond #1	100-55200-290-00	14953	64.00
LIZER LAWN CARE	April mowing - Josten Diamond #2	100-55200-290-00	14953	64.00
LIZER LAWN CARE	April mowing - Josten Soccer	100-55200-290-00	14953	32.00
LIZER LAWN CARE	April mowing - Bethel Park	100-55200-290-00	14953	25.00
LIZER LAWN CARE	April mowing - Bower Creek Park	100-55200-290-00	14953	35.00
LIZER LAWN CARE	April mowing - Moonrise Park	100-55200-290-00	14953	35.00
LIZER LAWN CARE	April mowing - Willow Creek Park	100-55200-290-00	14953	122.00
LIZER LAWN CARE	April mowing - Willow Creek Soccer #1	100-55200-290-00	14953	46.00
LIZER LAWN CARE	April mowing - Willow Creek Soccer #2	100-55200-290-00	14953	55.00
LIZER LAWN CARE	April mowing - Willow Creek Soccer #3	100-55200-290-00	14953	71.00
LIZER LAWN CARE	April mowing - East River Parkway	100-55200-290-00	14953	465.00
LIZER LAWN CARE	April mowing - 1558 St Cecelia Ct	100-55200-290-00	14953	29.00
LIZER LAWN CARE	April mowing - Mossakowski Dog Park	100-55200-290-00	14953	167.00
LIZER LAWN CARE	April mowing - Bedford Heights Park	100-55200-290-00	14953	132.00
LIZER LAWN CARE	April mowing - Bel Meadow Park	100-55200-290-00	14953	35.00
LIZER LAWN CARE	April mowing - Josten North	100-55200-290-00	14953	315.00
LIZER LAWN CARE	April mowing - Well #2	600-56610-290-00	14953	18.00
LIZER LAWN CARE	April mowing - Well #4	600-56610-290-00	14953	65.00
LIZER LAWN CARE	April mowing - Continental Water Tower	600-56260-290-00	14953	35.00
LIZER LAWN CARE	April mowing - Erie Water Tower	600-56260-290-00	14953	40.00
LIZER LAWN CARE	April mowing - ROW Hazen & Verlin	100-53311-290-00	14953	34.00
LIZER LAWN CARE	April mowing - ROW & side path Allouez Ave	100-53311-290-00	14953	48.00
LIZER LAWN CARE	April mowing - ROW & side path Eaton Rd	100-53311-290-00	14953	95.00
LIZER LAWN CARE	April mowing - Eaton-Willow (median & terrace)	100-53311-290-00	14953	240.00
LIZER LAWN CARE	April mowing - Costco Way	100-53311-290-00	14953	20.00
LIZER LAWN CARE	April mowing - Landmark Blvd & Roundabout	100-53311-290-00	14953	260.00
LIZER LAWN CARE	April mowing - ROW GV 172 to Ledgeview (median & terrace)	100-53311-290-00	14953	280.00
LIZER LAWN CARE	April mowing - GV 172 to Allouez (median & terrace)	100-53311-290-00	14953	280.00

Payee	Description	Invoice GL Account	Check Number	Amount
LIZER LAWN CARE	April mowing - ROW Allouez to Woodgate Te	100-53311-290-00	14953	42.00
LIZER LAWN CARE	April mowing - ROW Lime Kiln Path Monroe to Daly	100-53311-290-00	14953	80.00
LIZER LAWN CARE	April mowing - 2747 Nicole Ann Cir/2421 Jubilee Dr	100-53311-290-00	14953	25.00
LIZER LAWN CARE	April mowing - Liftstation Hoffman/Bellevue	700-58320-290-00	14953	10.00
LIZER LAWN CARE	April mowing - Liftstation GV/Hoffman	700-58320-290-00	14953	10.00
LIZER LAWN CARE	April mowing - Liftstation Lime Kiln/Klondike	700-58320-290-00	14953	10.00
LIZER LAWN CARE	April mowing - 1811 Allouez Ave	100-51600-290-00	14953	50.00
LIZER LAWN CARE	April mowing - 3100 Eaton Rd	100-51600-290-00	14953	115.00
LIZER LAWN CARE	April mowing - Warm Springs Retention Pond	620-51411-290-00	14953	48.00
Total LIZER LAWN CARE:				3,878.00
MR. DOODY PET WASTE SERVICE				
MR. DOODY PET WASTE SERVICE	Pet Waste Pickup (Dog Park) May	100-55200-290-00	14954	300.00
Total MR. DOODY PET WASTE SERVICE:				300.00
PRO ONE JANITORIAL INC				
PRO ONE JANITORIAL INC	June Janitorial Service - 3100	100-51600-290-00	14955	389.00
PRO ONE JANITORIAL INC	June Janitorial Service - 2828	100-51600-290-00	14955	518.00
PRO ONE JANITORIAL INC	June Janitorial Service - 1811	100-51600-290-00	14955	199.00
PRO ONE JANITORIAL INC	June Janitorial Service - DeBroux	100-55200-290-00	14955	485.00
PRO ONE JANITORIAL INC	June Janitorial Service - Josten	100-55200-290-00	14955	879.00
PRO ONE JANITORIAL INC	June Janitorial Service - Willow Creek	100-55200-290-00	14955	275.00
PRO ONE JANITORIAL INC	Additional Cleaning 5/22 - Willow Creek	100-55200-290-00	14955	75.00
Total PRO ONE JANITORIAL INC:				2,820.00
QUALITY TRUCK CARE CENTER INC				
QUALITY TRUCK CARE CENTER INC	#53 Repair leaks & tightened loose hose clamps	290-53316-352-00	14956	812.08
Total QUALITY TRUCK CARE CENTER INC:				812.08
SUPERIOR CHEMICAL CORP				
SUPERIOR CHEMICAL CORP	Weed killer	100-53311-340-00	14957	874.52
Total SUPERIOR CHEMICAL CORP:				874.52
TILOT OIL LLC				
TILOT OIL LLC	605 gals diesel @ $2.79/gal	290-53311-342-00	14958	1,685.63
TILOT OIL LLC	400.1 gals no lead @ $2.54/gal	290-53311-342-00	14958	1,014.62
Total TILOT OIL LLC:				2,700.25
VANDENPLAS PORTABLE SOLUTIONS LLC				
VANDENPLAS PORTABLE SOLUTIONS LLC	ADA Restroom - Kayak Launch 4/26/21-5/23/21	100-55200-290-00	14959	128.00
Total VANDENPLAS PORTABLE SOLUTIONS LLC:				128.00
WISCONSIN HUMANE SOCIETY				
WISCONSIN HUMANE SOCIETY	Animal Control Services - February	100-52100-290-00	14960	119.92
WISCONSIN HUMANE SOCIETY	Animal Control Services - April	100-52100-290-00	14960	119.92
Total WISCONSIN HUMANE SOCIETY:				239.84
WISCONSIN PUBLIC SERVICE				
WISCONSIN PUBLIC SERVICE	Utilities - May	100-51600-221-00	14961	3,252.20
WISCONSIN PUBLIC SERVICE	Utilities - May	100-53420-221-00	14961	10,457.15

Payee	Description	Invoice GL Account	Check Number	Amount
WISCONSIN PUBLIC SERVICE	Utilities - May	100-55200-221-00	14961	793.79
WISCONSIN PUBLIC SERVICE	Utilities - May	600-56230-221-00	14961	607.22
WISCONSIN PUBLIC SERVICE	Utilities - May	700-58201-221-00	14961	348.94
Total WISCONSIN PUBLIC SERVICE:				15,459.30
GENERAL CODE LLC				
GENERAL CODE LLC	Code annual maintenance	100-51420-212-00	60763	695.00
Total GENERAL CODE LLC:				695.00
ANTHEM BLUE CROSS & BLUE SHIELD				
ANTHEM BLUE CROSS & BLUE SHIELD	Health Insurance (Jun)	100-21530-000-00	60764	17,556.97
Total ANTHEM BLUE CROSS & BLUE SHIELD:				17,556.97
SMILKO, LINDA & ANTHONY				
SMILKO, LINDA & ANTHONY	Overpayment on final utility bill - 2180 Casual Ct	600-11005-000-00	60765	86.19
Total SMILKO, LINDA & ANTHONY:				86.19
CELLCOM				
CELLCOM	Telephone charges (May)	100-53311-223-00	60766	445.24
CELLCOM	Telephone charges (May)	100-51440-223-00	60766	37.68
CELLCOM	Telephone charges (May)	100-51510-223-00	60766	37.68
CELLCOM	Telephone charges (May)	100-56900-223-00	60766	75.36
CELLCOM	Telephone charges (May)	100-52400-223-00	60766	96.64
CELLCOM	Telephone charges (May)	100-56800-223-00	60766	54.40
CELLCOM	Telephone charges (May)	100-51410-223-00	60766	75.43
CELLCOM	Telephone charges (May)	100-55100-223-00	60766	145.20
CELLCOM	Telephone charges (May)	100-52100-223-00	60766	256.21
CELLCOM	Telephone charges (May)	100-51600-223-00	60766	55.14
Total CELLCOM:				1,278.98
GREAT WEST				
GREAT WEST	DEFERRED COMP-WDC-ROTH Pay Period: 5/30/2021	100-21520-000-00	60767	175.00
GREAT WEST	DEFERRED COMP-WDC-ROTH Pay Period: 5/30/2021	100-21522-000-00	60767	175.00
GREAT WEST	DEFERRED COMP-WDC Pay Period: 5/30/2021	100-21522-000-00	60767	1,373.00
Total GREAT WEST:				1,723.00
THE LINCOLN NATIONAL LIFE INSURANCE CO				
THE LINCOLN NATIONAL LIFE INSURANCE C	Life Insurance & Short Term Disability (Jun)	100-21532-000-00	60768	756.09
Total THE LINCOLN NATIONAL LIFE INSURANCE CO:				756.09
TIME WARNER CABLE				
TIME WARNER CABLE	Internet Service (May) - 1811 Allouez	100-51450-224-00	60769	110.00
Total TIME WARNER CABLE:				110.00
TIME WARNER CABLE				
TIME WARNER CABLE	Internet Service (May)	100-51450-224-00	60770	17.50
Total TIME WARNER CABLE:				17.50

Payee	Description	Invoice GL Account	Check Number	Amount
U S BANCORP EQUIPMENT FINANCE INC				
U S BANCORP EQUIPMENT FINANCE INC	Monthly lease Konica C227 & C368 Copiers (Jun)	100-53311-290-00	60771	75.76
U S BANCORP EQUIPMENT FINANCE INC	Monthly lease Konica C227 & C368 Copiers (Jun)	100-51200-290-00	60771	70.36
U S BANCORP EQUIPMENT FINANCE INC	Monthly lease Konica C227 & C368 Copiers (Jun)	100-52100-290-00	60771	70.35
Total U S BANCORP EQUIPMENT FINANCE INC:				216.47
ALVAREZ, BRYAN				
ALVAREZ, BRYAN	Refund park shelter deposit - Willow Creek	100-46720	60772	75.00
Total ALVAREZ, BRYAN:				75.00
AMAZON CAPITAL SERVICES INC				
AMAZON CAPITAL SERVICES INC	Gloves - PW	100-53311-340-00	60773	32.93
Total AMAZON CAPITAL SERVICES INC:				32.93
AYALA, LUIS				
AYALA, LUIS	Refund park shelter deposit - DeBroux	100-46720	60774	75.00
Total AYALA, LUIS:				75.00
BELLEVUE WATER UTILITY				
BELLEVUE WATER UTILITY	May Utility Bill - 2828 Allouez Ave	100-51600-222-00	60775	674.66
BELLEVUE WATER UTILITY	May Utility Bill - 1811 Allouez Ave	100-51600-222-00	60775	376.10
BELLEVUE WATER UTILITY	May Utility Bill - 3100 Eaton Rd	100-51600-222-00	60775	517.89
BELLEVUE WATER UTILITY	May Utility Bill - E River Trail Parking Lot	100-55200-222-00	60775	44.10
BELLEVUE WATER UTILITY	May Utility Bill - Josten Park	100-55200-222-00	60775	341.64
BELLEVUE WATER UTILITY	May Utility Bill - DeBroux Park	100-55200-222-00	60775	256.42
BELLEVUE WATER UTILITY	May Utility Bill - Willow Creek Park	100-55200-222-00	60775	191.24
BELLEVUE WATER UTILITY	May Utility Bill - Dog Park	100-55200-222-00	60775	54.99
BELLEVUE WATER UTILITY	May Utility Bill - Well #2	600-56230-222-00	60775	14.15
BELLEVUE WATER UTILITY	May Utility Bill - Continental Water Tower	600-56230-222-00	60775	9.90
BELLEVUE WATER UTILITY	May Utility Bill - Well #4	600-56230-222-00	60775	81.04
Total BELLEVUE WATER UTILITY:				2,562.13
BROWN COUNTY SHERIFF'S DEPT				
BROWN COUNTY SHERIFF'S DEPT	OWI Blood Draw Fees - May	100-45100	60776	53.60
Total BROWN COUNTY SHERIFF'S DEPT:				53.60
BROWN COUNTY TREASURER				
BROWN COUNTY TREASURER	Supplies for 04/06/21 Election	100-51440-310-00	60777	1,196.56
BROWN COUNTY TREASURER	Legal Notices for 04/06/21 Election	100-51440-321-00	60777	198.03
BROWN COUNTY TREASURER	Court Fines for May	100-45100	60777	1,395.96
Total BROWN COUNTY TREASURER:				2,790.55
CASIANO, TAYLEEN				
CASIANO, TAYLEEN	Refund rental deposit - Community Center	100-46720	60778	125.00
Total CASIANO, TAYLEEN:				125.00
CDW GOVERNMENT				
CDW GOVERNMENT	Monitor stand - PW Admin Assistant	290-53311-340-00	60779	165.83
CDW GOVERNMENT	Adobe Acrobat DC Yearly Subscription	100-51450-212-00	60779	2,373.17
CDW GOVERNMENT	Interim DPW computer equipment for his workstation	100-53311-340-00	60779	162.15

Payee	Description	Invoice GL Account	Check Number	Amount
CDW GOVERNMENT	Interim DPW computer equipment per Tim Hennig	700-58310-340-00	60779	162.15
CDW GOVERNMENT	Interim DPW computer equipment per Tim Hennig	620-53441-340-00	60779	162.15
CDW GOVERNMENT	Interim DPW computer equipment per Tim Hennig	600-56650-340-00	60779	162.16
Total CDW GOVERNMENT:				3,187.61
DUQUAINE, AIZJA				
DUQUAINE, AIZJA	2021 Boots/Clothing Allowance	100-53311-135-00	60780	75.00
Total DUQUAINE, AIZJA:				75.00
FERGUSON WATERWORKS				
FERGUSON WATERWORKS	(111) Fire hydrants painted	600-56770-357-00	60781	10,545.00
FERGUSON WATERWORKS	2021 Large water meter testing	600-56630-120-00	60781	8,160.00
Total FERGUSON WATERWORKS:				18,705.00
GAMETIME				
GAMETIME	ADA Swing - Bel Meadow Park	100-55200-340-00	60782	635.01
Total GAMETIME:				635.01
GREEN BAY BOOYAH				
GREEN BAY BOOYAH	Summer Camp Field Trip 06/23/21 (balance due)	100-55300-340-00	60783	504.00
Total GREEN BAY BOOYAH:				504.00
HANAWAY ROSS LAW FIRM				
HANAWAY ROSS LAW FIRM	Professional Services (Apr)	100-51300-210-00	60784	1,050.00
Total HANAWAY ROSS LAW FIRM:				1,050.00
HOWARD, VILLAGE OF				
HOWARD, VILLAGE OF	Weidner Tower Climbing Safety Training	600-59300-331-00	60785	777.78
Total HOWARD, VILLAGE OF:				777.78
JAMES IMAGING SYSTEMS INC				
JAMES IMAGING SYSTEMS INC	Copy costs for Koncia 454E Copier - Front Office (Apr)	100-51410-290-00	60786	148.09
JAMES IMAGING SYSTEMS INC	Copy costs for Konica C654 - Front Office (Apr)	100-51410-290-00	60786	192.28
JAMES IMAGING SYSTEMS INC	Copy costs for Konica C227 - Public Works (Apr)	100-53311-290-00	60786	29.82
JAMES IMAGING SYSTEMS INC	Copy costs for Konica 458E Copier - Admin Back Office (Apr)	100-51410-290-00	60786	13.58
Total JAMES IMAGING SYSTEMS INC:				383.77
LEON, MILAGROS				
LEON, MILAGROS	Refund rental deposit - Community Center	100-46720	60787	125.00
Total LEON, MILAGROS:				125.00
MENARDS INC				
MENARDS INC	Magnetic key case	250-53636-340-00	60788	1.99
MENARDS INC	Cable ties - Parks	100-55200-340-00	60788	17.98
Total MENARDS INC:				19.97
MLYNCZAK, JULIA				
MLYNCZAK, JULIA	Reimburse for CPR/First Aid Certification - Summer Camp	100-55300-340-00	60789	35.00

Payee	Description	Invoice GL Account	Check Number	Amount
MLYNCZAK, JULIA	Reimburse for finger printing - Summer Camp	100-55100-290-00	60789	39.00
Total MLYNCZAK, JULIA:				74.00
MORENO, CANDY				
MORENO, CANDY	Refund rental deposit - Community Center	100-46720	60790	118.48
MORENO, CANDY	Refund rental deposit - Community Center	100-24213-000-00	60790	6.52
Total MORENO, CANDY:				125.00
NETMOTION SOFTWARE INC				
NETMOTION SOFTWARE INC	Mobile VPN renewal	100-51450-212-00	60791	900.00
Total NETMOTION SOFTWARE INC:				900.00
NEW DOCUMENTS & LABELS INC				
NEW DOCUMENTS & LABELS INC	Accounts Payable Checks	100-51410-310-00	60792	828.00
Total NEW DOCUMENTS & LABELS INC:				828.00
PACE ANALYTICAL SERVICES INC				
PACE ANALYTICAL SERVICES INC	Distribution Bacti Samples	600-56420-290-00	60793	120.00
Total PACE ANALYTICAL SERVICES INC:				120.00
PREVEA OCCUPATIONAL HEALTH				
PREVEA OCCUPATIONAL HEALTH	Drug testing - PW Dept	100-53311-291-00	60794	145.75
Total PREVEA OCCUPATIONAL HEALTH:				145.75
RENARD'S CATERING				
RENARD'S CATERING	Employee lunch	100-51410-290-00	60795	278.91
Total RENARD'S CATERING:				278.91
STATE OF WI COURT FINES & SURCHARGES				
STATE OF WI COURT FINES & SURCHARGE	Court Fines for May	100-45100	60796	4,585.72
Total STATE OF WI COURT FINES & SURCHARGES:				4,585.72
TANCK, KELLY				
TANCK, KELLY	Refund reg. fee - Youth T-ball	100-46740	60797	43.00
Total TANCK, KELLY:				43.00
TRITABAUGH, HOLLY & PHILLIP				
TRITABAUGH, HOLLY & PHILLIP	Overpayment on final utility bill - 1862 Baltic Cir	600-11005-000-00	60798	149.37
Total TRITABAUGH, HOLLY & PHILLIP:				149.37
TRUCK EQUIPMENT INC				
TRUCK EQUIPMENT INC	Repair strobe light - Loader	290-53314-352-00	60799	204.18
Total TRUCK EQUIPMENT INC:				204.18
VANNIEUWENHOVEN, TRISTAN LEE				
VANNIEUWENHOVEN, TRISTAN LEE	Overpayment on final utility bill - 1920 Keehan Ln	600-11005-000-00	60800	182.54

Payee	Description	Invoice GL Account	Check Number	Amount
Total VANNIEUWENHOVEN, TRISTAN LEE:				182.54
VERIZON WIRELESS				
VERIZON WIRELESS	Restitution for Citation #0G80HG5XKQ T. Cole	100-45100	60801	199.99
Total VERIZON WIRELESS:				199.99
VIERRA, SHALEEN				
VIERRA, SHALEEN	Refund park shelter deposit - Josten N	100-46720	60802	75.00
Total VIERRA, SHALEEN:				75.00
WAL-MART EAST				
WAL-MART EAST	Restitution for Citation #0G80DH97V4 T. Moore	100-45100	60803	27.98
WAL-MART EAST	Restitution for Citation #0G80H97RXL S. Rumpf	100-45100	60803	52.05
Total WAL-MART EAST:				80.03
WISCONSIN LAND INFORMATION ASSOCIATION				
WISCONSIN LAND INFORMATION ASSOCIAT	WLIA 2021 Annual Conference - T Hennig	100-56800-331-00	60804	125.00
Total WISCONSIN LAND INFORMATION ASSOCIATION:				125.00
ZILLS, LOGAN				
ZILLS, LOGAN	Rockin in Josten 6/21/21 Third Degree	100-55300-290-00	60805	600.00
Total ZILLS, LOGAN:				600.00
ZUNIGA, ALMA				
ZUNIGA, ALMA	Refund park shelter deposit - Josten	100-46720	60806	75.00
Total ZUNIGA, ALMA:				75.00
ZWIEG, SHELLEY				
ZWIEG, SHELLEY	Refund reg. fee - Summer Camp Week 1	100-46740	60807	195.80
Total ZWIEG, SHELLEY:				195.80
Grand Totals:				445,822.88

Report Criteria:
Report type: GL detail
[Report].Check Number = 14939-14961,60763-60807

REGULAR MEETING OF THE BELLEVUE BOARD OF TRUSTEES May 26, 2021 – 6:30 P.M.

A. CALL TO ORDER

The May 26, 2021 regular meeting of the Bellevue Village Board was called to order at 6:30 p.m. by President Steve Soukup.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

Roll Call taken as follows:
Present: Soukup, Gauthier, Kaster, Katers, Sinkler

Also Present: Diane Wessel, Karen Simons, Andrew Vissers, Adam Waszak, Trevor Bilgo, Thad Majkowski, Steve Kubacki, Other Interested Parties
Public Count: 3

D. AGENDA/AMEND AGENDA

Motion made by Kaster, seconded by Sinkler to approve the agenda as presented.
MOTION UNANIMOUSLY APPROVED

E. CONSENT AGENDA

1. Approval of the Bills
   Motion made by Katers, seconded by Gauthier to approve the bills dated May 20th through May 28th in the amount of $694,671.37.
   MOTION UNANIMOUSLY APPROVED

2. Approval of the Village Board Minutes:
   a. Regular Meeting - 04/28/2021
      President Soukup referred to the item related to Hoffman Road/ Bellevue Street Crystal Lake Apartments and his comments related to changing the size from 18 units to 12 units. The minutes stated in error that his request was 12 feet, rather than 12 units.

   Motion made by Gauthier, seconded by Katers to approve the Village Board Minutes of 4/28/2021 with correction.
   MOTION UNANIMOUSLY APPROVED

   b. Regular Meeting - 05/12/2021
   Motion made by Katers, seconded by Gauthier to approve the Village Board Minutes of 5/12/2021.
   MOTION UNANIMOUSLY APPROVED

3. Approval of the Committee/Commission Minutes:
   a. Park Commission – 4/12/2021
   Motion made by Katers, seconded by Gauthier to approve the 4/12/2021 Plan Commission Minutes.
   MOTION UNANIMOUSLY APPROVED

4. 1st Payment Tax Collection – Wis. Stats. 74.11 (6) (A)
Motion made by Katers, seconded by Gauthier to approve the 1st Payment Tax Collection – Wis. Stats. 74.11 (6) (A). (The Village will assume the 1st property installment tax payments beginning with the 2022 tax year).
MOTION UNANIMOUSLY APPROVED

5. Treasurer's Report
Motion made by Katers, seconded by Gauthier to approve The Treasurer's Report for April 2021.
MOTION UNANIMOUSLY APPROVED

6. Operator's Licenses
Motion made by Katers, seconded by Gauthier to approve the following Operators' Licenses: Jordann M. Britten, Wayne A. Dear, Lin Li, Ying Hao Lin, Adam P. Sanders, Georgia A. Schetter, Joshua R. Wesley
MOTION UNANIMOUSLY APPROVED

F. PUBLIC HEARINGS – None

G. PUBLIC COMMENT

Jackie Krull – 2133 Palmer Court
Ms. Krull commented on the public hearing process as it relates to the annual budget, suggesting a budget presentation at the October 27th Board meeting, with a Public Hearing at the November 10th Board meeting. She noted that the public informational meetings conducted for Guns Street and Manitowoc Road were done before the assessment meetings. She found that this allowed residents to hear and learn about the project and financial impact, and to gain a better understanding of the infrastructure.

H. PRESENTATIONS:

1. American Transmission Company Presentation
Sharon Pretorius from American Transmission Company (ATC) was present remotely. Adm. Wessel indicated that she had a map on the screen of the Village of Bellevue sent by Ms. Pretorius.

Ms. Pretorius explained that ATC owns and operates approximately 10,000 miles of high-speed transmission line throughout the state. There is a line planned to go through the Village through a sub-station. ATC is presently in the design phase. Project introduction letters were sent in January to landowners along the line which resulted in questions.

The line was originally built in the 1940's and will now be rebuilt requiring vegetation to be cleared. It was found that several landowners did not realize there was an easement on their property, while others did not understand what that means.

Ms. Pretorius will be sending a letter to landowners and the Village informing them that the first step will be the upcoming clearing of non-compatible vegetation beginning in the fall of 2021 into the winter. This will

occur along the line within the easement rights. The main reason for clearing the vegetation is due to liability and safety.

A further schedule will include construction of poles and wires in the summer of 2022 into winter/spring of 2023. Restoration, if necessary, will come through in the spring of 2023, i.e. chipped curbs, etc.

The planner's name and number will be provided and will come to a resident's home and explain where the easement is and answer other questions if so desired.

Trustee Gauthier asked if residents will be informed beforehand of the clearing of vegetation. Ms. Pretorius indicated all residents will be given a "heads up" in case they wish to replant trees that are removed. In addition, Trustee Gauthier asked if branches would be cut that are hanging in the easement if the tree trunk is outside the easement. Ms. Pretorius responded that language states that any vegetation outside of the easement may be cut if it would affect the integrity of the line. It also includes any trees that are diseased or dying.

President Soukup asked how many landowners are affected. Ms. Pretorius did not have an answer stating there are other communities that will be affected also and all are included.

Trustee Sinkler asked how high the power line will be and if they will be adjusted. Ms. Pretorius stated they will be approximately the same height as they are now, although some may be a larger diameter due to the circuit loads on them. Landowners will be contacted if there is an obstruction in the way of the line.

Trustee Gauthier asked at what point vegetation will be removed. Ms. Pretorius stated that any vegetation in the easement may be at risk. She summarized that she would find the answers to 1) the previous date the land was cleared, 2) the number of landowners within Bellevue that are along the line, and 3) the current height and whether it will change and get back to Adm. Wessel.

I. COMMUNICATIONS: None

J. BROWN COUNTY REPORT:

Dave Kaster stated he recently attended the Brown County Public Safety meeting. He indicated that in addition to the new jail, there is a jail attached to the Court House in downtown Green Bay which is getting old. There is also a shooting range at this site for the Sheriff's Department. Kaster stated that the air handling system that takes lead out of the air is falling into disrepair and is estimated at $160,000 to replace. It also effects checking persons coming into the Court House for weapons. There is only one access into the Court House and it was voted to keep it this way for now. There has been discussion about an addition to the north section facing Walnut Street. There has also been discussion related to removing the jail to add

more courtrooms, and moving the shooting range to the Sheriff's Department in Bellevue.

Motion made by Katers, seconded by Sinkler to accept the Brown County Report as presented.
MOTION UNANIMOUSLY APPROVED

K. OLD BUSINESS – None

L. NEW BUSINESS

1. Discussion/Possible Action: Authorization Purchase and Implementation of Village of Bellevue's New Server System

   Tim Hennig, GIS/IT Manager stated that in 2020, the Village Board approved the 2021-2025 Capital Improvement Plan (CIP) project # IT13 Storage Area Network Server System. During the 2019 CIP meeting, it was recommended to prolong the purchase until 2021, allowing the Village to save additional funds in the IT fund balance to purchase the new server system.

   Hennig explained that the Village of Bellevue currently has three servers used for Village IT services and are beyond their average life expectancy. The oldest server is over 11 years old, and the other two main servers are between 8 and 9 years old. The average life expectancy is 6-8 years, depending on the hardware, software, and end-user demands.

   The existing three-server configuration allows for services to be available only when the servers are in production. Distributing the server load to other servers allows for efficient processing, storage, and memory utilization, decreasing the downtime of services and software application demands. For example, about 35+% of services (at random) would not be available during a hardware/server software malfunction. System downtime can range from a few minutes to a few days or more.

   The proposed project replaces two existing servers (the third existing server will be used in operations, but not in the proposed environment) with a Virtual Storage Area Network (VSAN). Some of the benefits of a VSAN solution are as follows:

   - **Lower Cost** – Physical storage infrastructure, such as a physical SAN, typically requires specialized hardware and more significant network architecture. These components can be expensive, and the costs increase significantly for small to medium-sized organizations that could range from $130,000-$200,000 or more. On the other hand, a virtual SAN generally only needs physical servers that utilize its storage, memory, and processing, and less networking equipment would be needed, which makes it much more affordable.

- **High Availability** - Currently, the Village manages three physical servers and 17 virtual servers within its environment. More demand for better server performance and higher availability is needed to keep the internal and external operations ongoing. Therefore, the proposed system allows for a two-node cluster environment that allows for either one server to fail. In addition, the proposed system also allows for an additional server to be added to the cluster for future IT needs.

  High availability is needed within Bellevue's system based on demands from internal, mobile users, and external customers. The new server system is the start of developing a higher available IT system within Bellevue's infrastructure, when there are known points of failure.

- **Scalability** - A VSAN has lower requirements and enables the Village to tailor its configuration and deploy it to best suit the overall IT operations. It can be configured in many ways and provides the organization with much more flexibility to select the components (hardware and software).

- **Hybrid Cloud Server Integration** – The proposed virtual VSAN system will be Bellevue's private cloud and datacenter integrated with existing (and future) external cloud services.

Future Costs - An increase in software maintenance costs will be needed to maintain the proposed VSAN solution. Currently, the Village pays maintenance on its virtualization technologies. Since the Village is migrating into a complete virtual SAN environment, it will increase the software cost to $1,156.00 per year. An additional VSAN yearly software maintenance is a new IT operating expenditure totaling $1,450. The overall total software maintenance cost increase will be $2,606 per year.

Other future costs will consist of added server hardware, VSAN software maintenance, operating system upgrades, operating system and virtualization relicensing (only if adding server processors), server extended warranties, technical service, physical server, and rotating server replacement every 6-8 years.

Recommendation – The Village budgeted $95,000 in its CIP for the server replacement project. Therefore, the total cost of the VSAN server solution will total about $84,523. In addition, a reserve fund (from the remaining IT CIP fund) in the amount of $10,000 will be needed in case of possible unexpected labor, overages, and hardware needed.

Staff recommends approving the VSAN server project totaling $84,523 and allocating a reserve fund of $10,000 for the project regarding unexpected expenses, and awarding he project to Bellevue's preferred IT vendor, Camera Corner Connecting Points located in Green Bay, WI.

President Soukup stated the plan seems to be good and he trusts the recommendation.

Trustee Katers asked if there is a current maintenance plan. Mr. Hennig responded that the current plan is for $500, meaning the additional cost will put the Village at the top of virtualization which he feels is necessary to maintain all servers.

Trustee Katers clarified that this cost was approved in the budget. Mr. Hennig indicated that it was budgeted in the IT fund.

Motion made by Sinkler, seconded by Gauthier to approve the purchase and implementation of the new server system, as proposed.
MOTION UNANIMOUSLY APPROVED

2. Discussion/Possible Action: American Rescue Plan Fund Use
Adm. Wessel reported that on March 11, 2021, the American Rescue Plan Act was signed into law. Among other relief in response to the COVID-19 pandemic, the Act provides for funding to local governments. The Village of Bellevue was projected to receive $1,576,073 in American Rescue funds. On May 10, the US Treasury Department released further guidance for use of the funds.

Construction of infrastructure projects may extend through 2026, however, the funds must be obligated by December 31, 2024.

Non-entitlement municipalities (Bellevue) are expected to receive ½ of the allocated funds by June 11, 2021. The final allocated amount for the Village of Bellevue will be $1,668,835.

Trustee Gauthier asked if funds can be used for other things. Adm. Wessel explained they can be used for stormwater, however, only for construction of new infrastructure and not maintenance and operation. When received, it is suggested the money be put in an interest bearing account. It is also important to use it in a way that does not threaten the levy or in ways that would not be compliant.

Trustee Kaster asked about looping water towers together. Adm. Wessel stated there are two long term CIP projects for water that are eligible and being considered as long term goals. One is to establish a 4th water pressure zone, with the second being the Ontario/Huron Northeast Loop. Others projects being discussed are the Green Bay inner-connect, however, in contact with the Central Brown County Water Authority communities, there does not seem to be interest. There has also been discussion regarding security of the utility system.

3. Discussion/Possible Action: Special Assessment Subsidies: Continuation of the Municipal Vehicle Registration Fee

Adm. Wessel gave the following information:

Policy Issue
Village of Bellevue Code of Ordinances 49-18 Municipal vehicle registration fee (G) states: *"Fee Collection. The Village of Bellevue shall begin collection of the municipal vehicle registration fee beginning with registrations due May 1, 2019 and terminating on December 31, 2021."* Because the revenue from the municipal vehicle registration fees funds the special assessment subsidies. If the fee terminates, then there is no funding mechanism in place for the subsidies.

Policy Alternatives
1. Continue subsidized special assessments for R1 and R2 property owners by continuing funding source for subsidies:
   a, Amend the Village of Bellevue Code of Ordinances 49-18: Municipal vehicle registration fee (G) Fee Collection. The Village of Bellevue shall begin collection of the municipal vehicle registration fee beginning with registrations due May 1, 2019 and terminating on December 31, 2021 (deleted).

2. End subsidized special assessments for R1 and R2 property owners:
   a. Rescind 49-12 (A) (1): The maximum per foot assessment rate, for residentially zoned properties only, shall be equal to the maximum per lot assessment for that type of improvement as calculated under 59-12B, divided by 80 feet per lot.
   b. Rescind 49-12 (B) (1): The total per lot assessment for a reconstruction street improvement shall not exceed $7,000 per lot for residentially zoned properties only. The base year for this maximum assessment is 2019. Starting in 2020, and each year thereafter, the maximum per lot assessment shall be increased by the construction inflationary factor for the previous year in the Brown County, Wisconsin area.
   c. Rescind 49-12 (B)(2): The total per lot assessment for reconditioning street improvement, including pavement replacement improvements, shall not exceed $6,500 per lot for residentially zoned properties only. The base year for this maximum assessment is 2019. Starting in 2020, and each year thereafter, the maximum per lot assessment shall be increased by the construction inflationary factor for the previous year in the Brown County Wisconsin area.

3. Continue subsidized special assessments for R1 and R2 property owners by increasing the 2022 tax levy for an amount equal to the revenue generated from the wheel tax.

Resident Impacts
Option 1:
- Property Owners: Continues to provide subsidies to R1 and R2 property owners for road special assessments.
- Vehicle Owners: Continue to pay $20/vehicle that is kept in the Village.

Option 2:
- Property Owners: In absence of subsidies, per lot assessments (based on recent road projects) would be up to $17,000 (current dollars).
- Vehicle Owners: Would no longer pay $20/vehicle that is kept in the Village.

Option 3:
- Property Owners: Based on $485,874 in revenue over 23 months, the annual revenue generated from the wheel tax is approximately $242,937. For budgeting purposes, using Bellevue's 2021 tax rate, a 16-cent increase is necessary to replace the revenue generated by the wheel tax. For the owner of a $200K assessed property, this would be $32 in property taxes.
- Vehicle Owners: Would no longer pay $20/vehicle that is kept in the Village.

President Soukup added Option 4 – Proposed changing the municipal vehicle registration termination date to 12/31/2023.

Trustee Gauthier stated that although he is an advocate, at this time knowing the numbers he does not agree with the subsidies without an escalator. He will not vote for it unless changes are made with regard to how funds are applied to a project, either by a per-lot method or that an escalator is added.

Adm. Wessel commented that there is an escalator which increases with an inflationary factor. Trustee Gauthier stated he realizes this, however, he would like it based on a more realistic number and actual inflation with regard to road construction costs that are not projected in the price index. Wessel agreed that this idea could be addressed as a future agenda item.

Trustee Katers stated he has zero interest in wanting an increase indicating that residents realize wheel tax is a necessity that should be capped. He does not want to have an escalator as the number is already higher than neighboring municipalities. He prefers to support Option 1 – a cap of $7,000 and $6,500.

Adm. Wessel asked that there not be any action on capping as staff has not prepared any fiscal analysis, nor is there knowledge as to whether the funding source will continue. She stated that first there needs to be a decision as to whether the Village wishes to move forward.

In summary, Wessel stated it appears there is support for Option 1 with a two-year extension to 12-31-2023, with staff bringing back consideration for capping.

Trustee Kaster stated he would not be voting that he is not interested, noting that residents on Guns and Moonrise Court are not able to take advantage of the wheel tax even though they have paid into it.

Trustee Sinkler indicated that it may be a good way to lower assessments and would support Option 1 - sun-setting after two years or 2023.

Motion made by Soukup, seconded by Sinkler to direct staff to prepare an ordinance to amend 49-18, changing the termination date from 12/31/2021 to 12/31/2023 of the municipal vehicle registration fee, thereby continuing special assessment subsidies to R1 and R2 property owners by continuing the funding source of the subsidies.
Ayes: Soukup Sinkler, Katers
Nays: Gauthier, Kaster
MOTION APPROVED 3-2

Staff will return to the Board with an option regarding direction of the cap.

4. Discussion/Possible Action: OMA 2021-0001 – Resolution Deeding Back VR Farms Land near Pond in TID 1 – Consider/Discuss/Act on the request by the Village of Bellevue Petitioner, for approval of a Resolution formally dispersing Village Owned property to the adjacent Property Owners of Parcel B-2542, Generally Located on the east side of Costco Way approximately 360' South of Landmark Boulevard
(Resolution #V-30-2021)

Andrew Vissers explained that Wisconsin State Statutes requires that the sale of any public lands be brought before and approved by the Plan Commission prior to any approval by the Village Board.

This is not necessarily a sale but an area that was dedicated to the Village through the Van Rite Farms for a stormwater pond to serve a large area of Tax Incremental Finance District No. 1 (TID #1). As part of the Development Agreement signed with the owners, the Village agreed to deed back the area of property not needed for the pond or maintenance upon completion of construction.

That occurred and is reflected on all GIS maps as now being attached to Parcel B- 2542. However, the Brown County Real Property Lister indicated the community needs to pass a resolution and have it recorded to formalize this transaction. Based on the associated Certified Survey Map (CSM 2021-0002) being considered concurrently with this item, staff wants to ensure that this formality was done to not delay the possible recording of that CSM or cause any other issues in regard to timing.

Staff recommends approval of the proposed resolution for disposition of Surplus Property Parcel B-2542.

Motion made by Katers, seconded by Gauthier to adopt Resolution No. V-30-2021; Deeding Back VR Farms Land near Pond in TID 1 –formally dispersing Village Owned property to the adjacent Property Owners of

Parcel B-2542, Generally Located on the east side of Costco Way approximately 360' South of Landmark Boulevard.
MOTION UNANIMOUSLY APPROVED

5. Discussion/Possible Action: Steffens Court Interceptor Sewer/Road Construction Contract B-21

Details of this reconstruction effort were explained to include replacement of roadway, sidewalks, sanitary sewer, water main and interceptors that serve a very vibrant and visible portion of the Village of Bellevue's commercial sector that serves not only the businesses in this area, but many citizens and customers, as well.

Analysis:
1. Bids were received from 5 bidders.
2. Low Responsive Bidder – PTS Contractors

Base Bid	$1,688,000.00
Recommended Alt. #1	$ 9,427.60
Recommended Alt. #2	$ (750.00) deduct
	$1,696.677.60

- The original Estimated Opinion of Probable Cost totaled $1,778,027
- Alternate #1 consists of a small section of roadway asphalt surface course to be placed in 2022.
- Alternate #W2 is a vinyl coated fence rather than a tubular fence.

Staff recommendation is to approve so that this project may proceed as planned. Award bid to PTS Contractors including Alternative #'s 1 and 2. The next lowest bid was approximately $292,000 higher.

The dollar amounts allocated to the project in the CIP totaled $1,602,070 and while the bid amount slightly exceeds that number, the recommendation to award this project to the low bid still stands. It is a good project that is badly needed and was strategically planned and engineered.

Motion made by Katers, seconded by Gauthier to award Contract B-21 to PTS Contractors Inc. in the amount of $1,696,677.60 as noted in the Engineer's Bid Analysis including Alternative Numbers 1 & 2.
MOTION UNANIMOUSLY APPROVED

M. STAFF REPORTS

Adm. Diane Wessel

- Public Informational Meetings held by Green Bay Transit
  Significant changes to Bellevue will include moving the six routes and adding areas of limited micro-transit. Wessel stated she has notified the YMCA, Bellin College, and Bellin Health who have expressed concern. If residents or businesses have concerns, they are urged to attend public informational meetings on Monday 6-1 & Tuesday 6-2, with a Public Hearing on Tuesday, 6-8. A final determination hearing will be held on

August 1.

President Soukup asked how these changes would affect the Village budget. Wessel indicated she has been told it will not have an impact as it is a change but not an increase or decrease. She agreed to look up the original agreement and provide it to Board members.

- Administrative Assistant – Two individuals have begun employment.

1. **Set Date for Budget**
   Choice is Monday, October 4th at 12 noon
2. **CIP Workshop**
   Choice is Monday, August 16 at 3 p.m.
3. **Facility Update: 1811 and Salt Shed** – Information Only

Adam Waszak – Director Parks, Recreation & Forestry

- Referred to 1811 Budget and CIP including future projects
- President Soukup asked Mr. Waszak the procedure for cutting grass for soccer stating he was informed it is long Willow Creek. Mr. Waszak stated grass is cut about 2 times a week, although if it is wet it may take longer.

Steve Kubacki – Interim Director of Public Works

- **Yard Waste Site** – Reported a new mode of operation will begin on Tuesday, June 1st. There have been 1,400 permits pulled by residents. There will be random enforcement by DPW staff or drive-by by law enforcement, along with video camera utilization.

  Trustee Kaster asked how differences in address are determined between Green Bay & Bellevue. It was indicated they come up on a map. The 1400 permits issued can include two per household.

  President Soukup started that closing time appears to be erratic, stating that one time he was there at 9 p.m. and it was open, while another time at 8:00 it was closed. Adm. Wessel explained that actual hours are 6:30 a.m. to 8:00 p.m. and are now set up automatically with hours posted on the Village website.

N. BOARD COMMENTS

President Soukup

- Asked if there is a Village noise/sound policy with regard to backyard pools. It was reported this action is included in the Village noise ordinance which is "outside the normal and not a normal function". Residents can call and staff will attempt to address the complaint.

Trustee John Sinkler

- Stated that he attended the Food Rally which was attended by a lot of people and appeared to be successful.

Adam Waszak explained that the Food Rally is a food coalition with the City of Green Bay. It was held Sunday, May 23rd at Willow Creek There was good attendance with the next rally planned for July 25th at Josten Park. More food trucks are anticipated.

Trustee Gauthier

- Addressed the recent hacking of a gas pipeline, suggesting that Bellevue partner with other municipalities or Brown County to have infrastructure evaluated for potential security or passwords, with a review of equipment that may be accessible on the internet.

  Adm. Wessel noted that staff is reviewing security through the American Rescue Fund

- Will not be in attendance at the August 25th Board meeting.

Trustee Kaster

- Referred to minutes of April 28 regarding Crystal Lake which state "Trustee Kaster stated that many of the residents have 5' of fill already, and with another 35' should not have any issues". Kaster stated he did not say this.

  He also clarified t that there was no action on tax collection, meaning the Village will now be collecting their own taxes beginning in December of 2021.

O. MATTERS TO BE PLACED ON NEXT AGENDA

Motion made by Trustee Kaster, seconded by Katers to include on the next agenda an item related to Employee Matters.

P. CLOSED SESSION

Sanitation and Recycling Contract – Per Wisconsin State Statutes 19.85 (1)(e), the Board may move to Closed Session when 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.

Motion made to enter into Closed Session:
Roll Call: Soukup, Gauthier, Kaster, Katers, Sinkler
MOTION APPROVED UNANIMOUSLY

Motion to return to regular order of business.
Roll Call: Soukup, Gauthier, Kaster, Katers, Sinkler
MOTION APPROVED UNANIMOUSLY

Q. ADJOURNMENT

Motion made by Gauthier, seconded by Katers to adjourn at 8:40 p.m.
MOTION UNANIMOUSLY APPROVED

Next Regular Meeting: Wednesday, June 9, 2021

Respectfully submitted,

Karen M. Simons
Director of Finance/Clerk Treasurer

Rae G. Knippel
Transcription

Village of Bellevue – Plan Commission

Pursuant to Section 19.84 Wis. Stats., a scheduled regular meeting of the Village of Bellevue – Plan Commission was held on Tuesday, May 18, 2021 at 6:00 p.m. at the Bellevue Village Hall/Public Safety Building – 3100 Eaton Road, Green Bay, WI

ROLL CALL:

Steve Soukup, Chairman	x	Greg Layton	x
Paul Hamachek , Vice Chair/Secretary	x	Cisco Rosales	exc.
Paul Carron	x (remote)	Mark Roznowski	x
Mark Janowski	exc.		

Also Present: Andrew J. Vissers – Community Development Director, Michelle Du Chateau – Assistant Planner/Zoning Administrator, Todd DeVillers, Sue Tesar, Mike Tesar, Barb Lautenslager, David Van Rite, and other interested parties

I. **6:00 P.M. CALL REGULAR MEETING TO ORDER:**

The meeting was called to order by Chairman Soukup at 6:00 p.m.

1. **Pledge of Allegiance**

2. **Approval of Agenda:**

Moved by G. Layton, seconded by M. Roznowski to approve the agenda.

MOTION UNANIMOUSLY APPROVED (5-0)

II. **CONSENT ITEMS:**

These items consist of non-controversial or "housekeeping" items required by law. Any Commission member making such request prior to a motion and vote on the Consent items may consider items individually.

3. **Consider/Discuss/Act on the Minutes of the April 20, 2021 Plan Commission Meeting.**

Moved by P. Hamachek, seconded by M. Roznowski to approve the minutes.

MOTION UNANIMOUSLY APPROVED (5-0)

III. **REGULAR ITEMS:**

NEW BUSINESS:

4. **RP 2021-0001 - Consider/Discuss/Act on the request by Mitchell Vanden Bergh, owner, to rezone a portion of Parcel B-2591 from B-2 – General Business District to R-2 – Two-Family Residential District, located at 2538 Continental Court.**

M. Du Chateau stated the area proposed to be rezoned is approximately 26,400 square feet of Parcel B-2591 from B-2 – General Business District to R-2 – Two-Family Residential District to establish one zoning district on the subject parcel.

M. Du Chateau indicated this portion of the lot, which was recently acquired by the applicant and attached to his existing lot, was originally part of the parcel to the north (Parcel B-96-5), located on the southwest corner of Main St and Continental Ct. In 1995, Parcel B-96-5 was part of a mass rezone which zoned the property from Commercial to B-2 – General Business District. As part of the rezone, a Conditional Use was also approved for the already existing single-family residence. Based on the property acquisition and the Conditional Use extending upon the subject parcel, staff will initiate a cleanup of the zoning map so the Conditional Use boundary corresponds with the new legal lot of record.

M. Du Chateau continued that since the subject parcel is zoned R-2 – Two-Family Residential District and contains a duplex, rezoning the newly acquired portion would be consistent with the existing use on site. Therefore, staff is supportive of the request and recommends approval.

S. Soukup clarified that the main reason this is being done is for cleanup.

M. Du Chateau stated yes, lots with split zoning especially both residential and commercial can be problematic.

Motion made by P. Hamachek and seconded by G. Layton to recommend approval of the proposed Rezoning Petition (RP 2021-0001).

MOTION UNANIMOUSLY APPROVED (5-0)

5. **OMA 2021-0001 – Consider/Discuss/Act on the request by the Village of Bellevue, Petitioner, for approval of a Resolution formally dispersing Village Owned property to the adjacent Property Owners of Parcel B-2542, Generally Located on the east side of Costco Way approximately 360' South of Landmark Boulevard.**

A. Vissers stated Wisconsin State Statutes requires that the sale of any public lands be brought before and approved by the Plan Commission prior to any approval by the Village Board. This is not necessarily a sale but an area that was dedicated to the Village through the Van Rite Farms for a stormwater pond to serve a large area of tax Incremental Finance District No. 1 (TID # 1). As part of the development agreement signed with the owners, the Village agreed to deed back the area of property not needed for the pond or maintenance upon completion of construction.

A. Vissers indicated that occurred and is reflected on all GIS maps as now being attached to Parcel B-2542. However, the Brown County Real Property Lister indicated the community needs to pass a resolution and have it recorded to formalize this transaction (see attached e-mail). Based on the associated Certified Survey Map (CSM 2021-0002) being considered concurrently with this item, staff wanted to ensure that this formality was done to not delay the possible recording of that CSM or cause any other issues in regard to timing.

A. Vissers concluded that this is mostly a formality item as it has mostly been done but the resolution is the last item needed for Brown County.

S. Soukup asked if this has happened in the past.

A. Vissers stated it has when we sold Village owned property that was requested to be determined as surplus.

Motion made by M. Roznowski and seconded by P. Hamachek to recommend approval of the proposed Official Map Amendment (OMA 2021-0001) subject to the following conditions:

MOTION UNANIMOUSLY APPROVED (5-0)

6. CSM 2021-0002 – Consider/Discuss/Act on the request by Ryan Krumrie, Hager Dewick & Zuengler, S.C., Petitioner, on behalf of David Van Rite, Barbara Lautenslager, Susan Tesar, & Sharon Faeth, Owners, for approval of a 2-lot Certified Survey Map of Parcel B-2542, Generally located on the south side of Landmark Boulevard between Costco Way and Lime Kiln Road (County Highway V).

A. Vissers stated the proposed Certified Survey Map (CSM) is for Parcel B-2542 or Lot 6 of the Van Rite Farms plat, generally located on the south side of Landmark Boulevard between Costco Way and Lime Kiln Road (County Highway V). This parcel was created in 2013 when the Costco development was taking place and is located within the Village of Bellevue Tax Incremental Finance District No. 1 (TID #1).

A. Vissers indicated that the existing parcel has a total of 18.058 acres (786,609 square feet) and currently is undeveloped. The proposal would create two lots with a smaller lot of 3.412 acres (148,607 sf) located north of the Village of Bellevue stormwater retention pond and the remaining lot being 14.441 acres (629,056 sf) likely subdivided in the future for further development. Both the proposed lots meet the minimum space and area requirements for the PDD overlay that governs the subject property.

A. Vissers continued that the proposed CSM shows and identifies a 15' wide stormwater maintenance agreement per Van Rite Farms on the north and east side of the stormwater pond. On the Van Rite Farms plat it is identified as a 15' wide stormwater maintenance easement. Staff recommends correcting the CSM to identify this area as the easement that was recorded on the Van Rite Farms plat. This 15' wide easement should follow the new lines of the pond as a portion of property was deeded back to the owners back in 2013 at the conclusion of construction of the pond. Therefore, staff recommends that the 15' wide stormwater maintenance easement continues along L5, L6 and L7 on the proposed CSM. Staff would be open to the elimination or vacation of the easement that runs through proposed Lot 1 between Costco Way and the northern iron pipe location on L5.

A. Vissers stated that Landmark Boulevard was designed with two full access points between Costco Way and Lime Kiln Road (County Highway V). Based on the proposed lot layout, Lot 1 would have access to Costco Way and access to the westernmost full access cut on Landmark Boulevard. Proposed Lot 2 would have access to the eastern most full access cut on Landmark Boulevard and some possible direct access drives (right in/right out). There is no access to Lime Kiln Road (County Highway V) permitted. There has been recent discussion at the Village Board level regarding a request by the owners for an additional full access cut between the easternmost existing full access cut on Landmark Boulevard and Lime Kiln Road (County Highway V). Staff had concerns regarding this request and the Village Board entered into an agreement with SRF consulting to conduct a traffic analysis for the area that will include if that is a feasible request or not at their May 12, 2021 meeting. That being said, the results will not be available to the Village Board until the June 23rd meeting.

A. Vissers indicated with that, there are two recommendations regarding access that staff is recommending. the first we would recommend regardless of the results of the traffic analysis. Staff recommends that a mutual access easement be provided between proposed Lot 1 and proposed Lot 2. It is staff's belief that proposed Lot 2 will be further divided in the future and as access is limited on Landmark Boulevard for traffic flow and level of service there will need to be an interconnected access drive network to ensure ease of movement between lots without vehicles having to return to Landmark Boulevard to access an adjacent parcel. It appears the property line between the proposed parcels is offset from the location of where the full access cut lies, so with that easement an exhibit shall be provided showing the location of a 24' wide access drive from the access cut through proposed Lot 1 to the property line of proposed Lot 2 at the very least. It would make sense to extend all the way east to the other full access cut to provide a mutual benefit to both properties now as there is a chance possible proposed Lot 2 does not get subdivided. As an alternative to that, a note should be provided on the CSM indicating proposed Lot 2 shall provide a continued mutual access easement upon development for the benefit of Lot 1 in case it does not get further subdivided in the future. Ideally,

we would have an overall master development plan but have not been provided with one and therefore must make decisions that might have to be adjusted later on as development starts to define how this area looks.

A. Vissers continued that the second condition is that the possible addition of another full access cut may necessitate the road cross section of Landmark Boulevard to have to be changed due to traffic conflicts and circulation. Without knowing that decision or the results of the traffic analysis or the decision of the Village Board to either grant or not grant a full access cut from what was originally planned causes staff concerns. When a property is subdivided, that is a time when the local government entity that governs a roadway can request additional right-of-way to be dedicated. Landmark Boulevard is a 90' right-of-way and could accommodate a four-lane roadway cross section but it would be tight. Therefore, staff is recommending an additional 5' of Right-of-Way be dedicated on landmark Boulevard. In the future as the north side is subdivided another 5' would be requested there as well to achieve a 100' right-of-way cross section which would provide some flexibility for future road expansion if needed (as a comparison Oneida Street is a 100' ROW but lacks on street dedicated bicycle lanes which Landmark Boulevard has now). The Costco property is already developed, so that right-of-way would need to be acquired in the future if/when needed. The time is now prior to development to have sufficient right-of-way for future road needs. Based on a requested change to access points, that could accelerate the timing of needed to upgrade the road. Without that knowledge, staff is recommending including that condition. If an action that is taken or the results suggest otherwise, this condition could be waved if the CSM is not recorded or if it has, the Village could proceed with a vacation of the right-of-way if necessary.

A. Vissers concluded that staff is recommending approval as conditioned in the staff report.

S. Soukup asked if proposed Lot 1 has access off of Costco Way and if so what type.

A. Vissers stated yes, Costco Way is a 70' ROW, 37' wide back to back street that is undivided so any driveway to Costco Way would be considered full access.

S. Soukup stated that he feels that proposed Lot 1 is a nice location but wondered if it is set up to be developed.

P. Hamachek stated he thought it was a nice sized parcel.

Motion made by P. Hamachek and seconded by G. Layton to recommend approval of the proposed Certified Survey Map (CSM 2021-0002) subject to the following conditions:

1. **Review, approval, and signature from Brown County Planning Commission.**
2. **All easements as required by reviewing agencies.**
3. **Correct the 15' Wide Stormwater Maintenance Easement on Page 1 and 3 of the CSM.**
4. **Provide a 15' Wide Stormwater Maintenance Easement along L5, L6, and L7.**
5. **Dedication of an additional 5' of ROW for Landmark Boulevard**
6. **Provide a 24' cross access easement between proposed Lot 1 and Proposed Lot 2 at the westernmost full access cut location on Landmark Boulevard and provide an exhibit identifying where that entrance point will be located on proposed Lot 1.**
7. **Provide a note that Lot 2 will be required to extend the Mutual Access easement upon development for further subdivision for the benefit of Lot 1.**

MOTION UNANIMOUSLY APPROVED (5-0)

7. **ZOA 2021-0001 - Consider/Discuss/Act on the request by the Village of Bellevue staff for a Zoning Ordinance Amendment to amend Chapter 500-300 - Definitions, Chapter 500-400 – General Regulations, Chapter 500-500 – Residential Districts and Chapter 500-2100 – Floodplain Regulations of the Village of Bellevue Zoning Code.**

M. Du Chateau stated the following is a summary of the proposed amendments:

Chapter 500-300 – Definitions

Staff is proposing definitions for earth tone colors and neutral colors. In addition, zero lot line duplex, has been changed to zero lot line dwelling and is now defined as two or more attached dwelling units since zero lot line dwellings are allowed in both the R-2 and R-3 Districts.

Chapter 500-400 – General Regulations

The setback requirements for aboveground and in-ground pools and spas have been amended to follow the requirements for accessory structures established for the zoning district in which they are located. Water gardens will maintain the 25-foot front yard setback as currently indicated in the ordinance.

Additional structural requirements for fencing around pools have been added, as well as additional regulations outlining the requirements for when fencing would not be required around a pool.

Chapter 500-500 – Residential Districts

Zero lot line duplex has been changed to zero lot line dwelling since zero lot lines could apply to more than two dwellings.

In addition, building sizes for dwellings within the R-3 District have been added to reflect the minimum floor area required for each unit.

Chapter 500-2100 – Floodplain Regulations

Per the Village's Floodplain Ordinance, any change to the base flood elevations (BFE) or any changes to the boundaries of the floodplain or floodway in the Flood Insurance Study (FIS) requires that the studies be referenced in the Village's ordinance. Therefore, the Village is amending the Floodplain Ordinance to include LOMRs (Letter of Map Revision) and CLOMRs (Conditional Letter of Map Revision), which have been approved by the DNR and FEMA.

The act of adopting the CLOMRs or LOMRs is what zones an area in or out of the floodplain. All documents associated with the LOMRs or CLOMRs are available at the Village for review.

S. Soukup asked if the painting of the Wal-Mart is in uniformity with this.

A. Vissers stated that was unique as the PDD required earth tone colors based on what they proposed at the time and that was intended to mean browns and tans. They proposed to go to grey and needed to change the PDD. This definition clears it up for the Village of Bellevue but the change in color for Wal-Mart is still in line with the PDD.

S. Soukup asked about the setbacks for water gardens and corner side yards.

A. Vissers stated that this deals with the corner side or two fronts on a street that would mean it would need to be 25' back not from a regular side yard setback.

P. Carron wanted clarification regarding fencing pools.

M. Du Chateau stated that in ground pools do need a fence unless there is a enclosure or structure that covers it that would prevent access as well as above ground pools could use the sidewalls if there is no ladder access and have at a minimum height.

S. Soukup asked about the minimum sizes for multi-family dwellings.

M. Du Chateau stated that we are putting them back in to code but have been revised to be lower as the market will dictate the success and also using minimum square footage areas in our housing code for the opportunity for more affordable units.

Motion made by M. Roznowski and seconded by P. Hamachek to recommend approval of the proposed Zoning Ordinance Amendments (ZOA 2021-0001) as proposed.

MOTION UNANIMOUSLY APPROVED (5-0)

IV. OTHER:

8. **Matters from the Public**
9. **Director's Update –** A. Vissers gave an update on items that were considered at the Village Board and asked about the possibility of scheduling a special Plan Commission Meeting for early June to accommodate a land division for a sale that needs to occur by the end of June. The Plan Commission asked for a poll to be sent with some dates and times.

   S. Soukup asked about the turnaround time for building permits.

   A. Vissers stated that based on the significant increase in volume over normal, we are seeing approximately a 3-week turnaround average in issuance. It is first come first serve and with more permits comes more inspections out in the field which reduces office review time. We continue to monitor things to ensure this is just an anomaly versus a steady trend for the long-term which would then lead to a possible staffing discussion. It's good to be busier than usual but it does come with some trade offs.

10. **Next Scheduled Meeting – Tuesday, May 18, 2021**

V. ADJOURN:

Motion made by M. Roznowski and seconded by G. Layton to adjourn at 6:52 p.m.

MOTION UNANIMOUSLY APPROVED (5-0)

Respectfully submitted, Approved Date: _____

Andrew J. Vissers
Recording Secretary

Village of Bellevue – Plan Commission

Pursuant to Section 19.84 Wis. Stats., a scheduled special meeting of the Village of Bellevue – Plan Commission was held on Wednesday, June 2, 2021 at 6:00 p.m. at the Bellevue Village Hall/Public Safety Building – 3100 Eaton Road, Green Bay, WI

ROLL CALL:

Steve Soukup, Chairman	x	Greg Layton	x
Paul Hamachek , Vice Chair/Secretary	x	Cisco Rosales	x
Paul Carron	x	Mark Roznowski	x
Mark Janowski	x		

Also Present: Andrew J. Vissers – Community Development Director, Ryan Van Straten (Remote)

I. **6:00 P.M. CALL REGULAR MEETING TO ORDER:**

The meeting was called to order by Chairman Soukup at 6:00 p.m.

1. **Pledge of Allegiance**

2. **Approval of Agenda:**

Moved by C. Rosales, seconded by M. Roznowski to approve the agenda.

MOTION UNANIMOUSLY APPROVED (7-0)

II. **REGULAR ITEMS:**

3. **CSM 2021-0003 - Consider/Discuss/Act on the request by Ryan Van Straten, Alliance Management, Petitioner, on behalf of Robert J & Erin M Hoekstra, Owners, for approval of a 2-Lot Certified Survey Map (CSM) of Parcel B-296 located generally on the north side of Hoffman Road (County Highway XX) and west of Bellevue Street (County Highway XX).**

A. Vissers stated the proposed Certified Survey Map (CSM) is for Parcel B-296 generally located on the north side of Hoffman Road (County Highway XX) and west of Bellevue Street (County Highway XX). This parcel was included in the PDD – Planned Development District that was approved by the Village of Bellevue for the Crystal Lake expansion project (see PDD 2021-0007).

A. Vissers indicated that the existing parcel has a total of 21.82 acres (950,579 square feet) and currently is undeveloped outside of a single-family residence on the eastern side. The proposal would create two lots with a smaller lot (proposed Lot 1) at 1.225 acres (53,369 sf) located on the eastern side of the parcel and containing the single-family dwelling. Lot 2 is proposed to be 20.597 acres (897,210 sf) and will be incorporated into the associated plat (see Plat 2021-0002) for the overall development of the Crystal Lake Apartments expansion. The reason that they are requesting a Certified Survey Map as well as pursuing a plat is that they need to close on the property and in order to do so, the existing residence needs to be separated. the platting process will take to long for them to meet that deadline, so the CSM will be recorded in order to complete the land sale and the plat will be recorded after Final approval layout out the lots as per the approved Planned Development District (PDD).

A. Vissers concluded that there are a number of items missing from the Certified Survey Map (CSM) that will need to be added or corrected such as standard notes and restrictive covenants, correction of title blocks and setback and utility easements. Previous CSM's recorded in the area show the 12'

utility easement as well as a 35' front building setback line. Those as well as other requirements have been identified in the conditions of approval recommended by staff. Staff is recommending approval.

Motion made by C. Rosales and seconded by G. Layton to recommend approval of the proposed Certified Survey Map (CSM 2021-0003) subject to the following conditions:

1. **Review, approval, and signature from Brown County Planning Commission.**
2. **All easements as required by reviewing agencies.**
3. **Identify a 12' utility easement along the road frontages for Lot 1 and Lot 2.**
4. **Identify the required front yard setbacks for proposed Lot 1 and Lot 2 from adjacent streets.**
5. **Change the title block from "Village of Bellevue Resolution" to "Certificate of Village of Bellevue".**
6. **Add all the standard Notes and Restrictive Covenants to the Certified Survey Map (CSM).**
7. **All new driveways will require approval from the Brown County Highway Department when connecting to a County facility. A note shall be added to the proposed Certified Survey Map to that condition.**
8. **A copy of the recorded document shall be provided to the Village of Bellevue electronically by the applicant.**

MOTION UNANIMOUSLY APPROVED (7-0)

4. **PLAT 2021-0002 – Consider/Discuss/Act on the request by the Ryan Van Straten, Alliance Management, Petitioner, on behalf of Robert J & Erin M Hoekstra, Crystal Cove, LTD, and Bel Meadows Partners, LLP, for approval of the Preliminary Plat of Crystal Cove Subdivision, a mixture of 14 lots located generally on the north side of Hoffman Road (County Highway XX) and west of Bellevue Street (County Highway XX) Parcels B-296, B-300, B-2506, B-2507-1, & B-2508.**

A. Vissers stated the proposed Preliminary Plat is associated with the existing Crystal Lake and Crystal Cove development as well as the proposed expansion approved with the Planned Development District approved by the Village (see PDD 2021-0007).

A. Vissers indicated the Preliminary Plat has redrawn lots associated with the existing development. Lot 9 will contain the Crystal Lake existing development and the western part of the expansion. Lot 10 will contain the existing Crystal Cove development and the eastern component of the expansion. Lots 1-7 and 11-14 were identified as future single-family dwelling lots and are sized in compliance with the R-1 – Single-Family Residential District. That being said, Lot 8 and Lots 11-14 are intended to be dedicated to the Village in lieu of paying Park Impact Fees for the expansion. The Village Board approved the MOU and staff will be working on the official agreement. Staff would question that if they are intended to be dedicated, that they should all be one lot to avoid the Village having to do a combination CSM in the future as property lines will impact placement of future park and recreation facilities in regard to setbacks.

A. Vissers continued that proposed Lots 9 and 10 will contain the existing Crystal Lake and Crystal Cove Apartment developments along with the proposed expansion. The development will continue to utilize the existing entrance located on Bellevue Street as the only access point. There is an existing emergency access point north of that primary access on Bellevue Street as well as another emergency access point proposed along Hoffman Road. The proposed single-family properties and other properties are along Hoffman Road (County Highway XX) and would take direct access to that facility. All new driveways will require approval from the Brown County Highway Department when connecting to a Brown County Highway facility.

A. Vissers concluded that there are a number of standard items that typically appear on plats that we are recommended to be added as this item advances to the final plat step. Numerous existing easements and well as notes and covenants are not shown. Those will need to be identified on the plat. Staff is reocmmedning approval as conditioned in the staff report.

M. Janowski questioned if we needed to add a condition regarding the combination of the lots being dedicated tot eh Village.

A. Vissers stated that would be referenced under condition 12 listed in the staff report.

R. Van Straten stated that they are willing to make those changes as requested.

Motion made by C. Rosales and seconded by M. Roznowski to recommend approval of the proposed Preliminary Plat (PLAT 2021-0002) subject to the following conditions:

1. **Submission of a Final Plat for review and approval by the Village of Bellevue.**
2. **Review, approval, and signature from Brown County Planning Commission.**
3. **All easements as required by reviewing agencies.**
4. **Identify a 12' utility easement along all the road frontages for all Lots.**
5. **Identify the required front yard setbacks for proposed Lots from adjacent streets.**
6. **Provide grading and drainage plan subject to review and approval by Director of Public Works.**
7. **Change the title block from "Village of Bellevue Resolution" to "Certificate of Village of Bellevue".**
8. **Add all the standard Notes and Restrictive Covenants to the Plat.**
9. **All new driveways will require approval from the Brown County Highway Department when connecting to a Brown County Highway facility. A note shall be added to the proposed Plat to that condition.**
10. **A copy of the recorded document shall be provided to the Village of Bellevue electronically by the applicant.**
11. **Utility easements identified on Lots 9 and 10 and running between Lots 12 and 13 are for private utilities and not intended for public use. A note should be added to the Plat indicating as such.**
12. **As Lots 8 and 11-14 are intended to be dedicated to the Village through an agreement, they should be combined as one Lot.**

MOTION UNANIMOUSLY APPROVED (7-0)

III. OTHER:

5. **Matters from the Public –** None

6. **Director's Update –** A. Vissers thanked the Plan Commission for accommodating the special meeting this evening.

   S. Soukup thanked the Commission for their efforts.

7. **Next Scheduled Meeting** – Tuesday, June 15, 2021

IV. ADJOURN:

Motion made by P. Hamachek and seconded by M. Roznowski to adjourn at 6:15 p.m.

MOTION UNANIMOUSLY APPROVED (7-0)

Respectfully submitted,

Approved Date: _____

Andrew J. Vissers
Recording Secretary

MEMORANDUM

Date: June 3, 2021

To: Diane Wessel, Village Administrator

Cc: Village Board

Fm: Karen Simons, Director of Finance/Clerk-Treasurer

Re: **OPERATOR'S LICENSES**

Please review the following for approval for an operator's license within the Village of Bellevue:

Fowles, Brandon L.
Keller, Kimberly A.

KMS

Village of Bellevue
Engineer's Report
June 9, 2021

A. Contract B18 – TID #1 Phase 2 Construction ON HOLD

The Village has authorized Cedar Corp to complete Preliminary Engineering, Final Design and Bidding services for the TID #1 Phase 2 Town Hall Road Extension. The improvements will be from Lime Kiln Road to Monroe Road including sanitary sewer, water main, storm water management and sewer, lighting, roadway with three intersections and traffic control devices, as required.
The Final Design is 95% completed at this time with the Bid Opening on hold and to be authorized by staff.
Construction to start upon authorization and completed based on the work proposed.
Action: Informational.

B. Contract A20 – 2020 Willow Rd – Roadway/Sidewalk/Storm Sewer Construction ON HOLD

The 2020 Project was approved by the Village Board to reconstruct the roadway due to the failing conditions, sidewalk on both sides and storm sewer based on the proposed improvements. The Project area is from South Huron Road to the east approximately 1,300 feet.
The Design – Bidding – Construction Phases have been placed ON HOLD at the April 22, 2020, Village Board Meeting until further notice.
Action: Informational.

C. Contract A21 - 2021 Roadway/Sidewalk/Culvert Sanitary Sewer/Water Main Reconstruction – Guns Street

Peters Concrete Co. $1,577,210.30
The 2021 Project was approved by the Village Board to reconstruct the roadway, culvert, sanitary sewer and water main and laterals due to the failing conditions. Also, include the new sidewalk construction.
The Project area is from Verlin Road to the City Limits.
The Design and Bid Phases are completed.
The Construction Phase schedule is proposed to be June – September 2021.
Proposed start of construction is June 7, 2021.
Action: Informational.

D. Contract B21 - I43 Interceptor Sanitary Sewer (Steffens Ct to Dorsch to Steins)

PTS Contractors, Inc. $1,696,677.60
The Village has authorized Cedar Corp to complete the design of the proposed Project.
The Wetland Delineation for the Project Area has been completed.
The Design Phase is completed pending permits.
The bid Phase is in progress.
The Construction Phase schedule is proposed to be late June – October 2021. The Preconstruction Meeting is to be scheduled.
Action: Informational.

E. Manitowoc Road – STP Urban Project – Road Reconstruction with Sidewalks

The Village has authorized Cedar Corp to complete the STP Urban – Road Reconstruction including sidewalks.
The Village was awarded a STP Urban Project Grant for $1,607,909 (80%) for the reconstruction of Manitowoc Road from Allouez Avenue to Kewaunee Road (STH 29) including concrete sidewalks on both sides of the roadway.
Design Phase is completed.
Transportation Project Plat and real estate acquisition is completed.
The PS&E date was August 1, 2020. The WisDOT has awarded the contracts.
Construction Phase is to begin after July 4th.
Action: Informational.

F. CTH GV/Landmark Blvd – TID No. 1 – Traffic Analysis

The Village has authorized Cedar Corp and SRF to complete an analysis of the access types and locations along Landmark Boulevard and future Town Hall Road to serve Parcel B2541 and its effect on traffic in that area with a high-level review of possible access to B2542 and B279 in the GV Area development. The Study will be completed for presentation to the Village Board at the June 23, 2021, Meeting.
Action: Informational.

Village of Bellevue
Contract Summary
June 9, 2021

Contract		Summary
A-21	**2021 Roadway/Sidewalk/Culvert** **2021 Sanitary Sewer/Water Main** **Guns Street – Verlin Rd to City Limits** **Change Order No. 1**	Bid Errors – Base Course and Topsoil
B-21	**I-43 Sanitary Sewer Interceptor** **Steins to Dorsch** **Dorsch to Steffens Ct**	

VILLAGE OF BELLEVUE
June 9, 2021

CONTRACT	SUMMARY	ORIGINAL	CHANGE ORDERS	CURRENT CONTRACT PRICE	TOTAL PAYMENT TO DATE	CONTRACT BALANCE REMAINING
A-21	2021 - Guns St - Roadway/Sidewalk/Culvert Reconstruction	$1,577,210.30				
	2021 - Guns St - Sanitary Sewer/Water Main					
	Change Order No. 1		$99,880.00			
			$99,880.00			
				$1,677,090.30	$0.00	$1,677,090.30
	CEDAR CORPORATION COSTS ROAD/SIDEWALK/CULVERT				$55,265.06	
	CEDAR CORPORATION COSTS SANITARY SEWER/WATER MAIN				$47,474.96	
B-21	I-43 - Interceptor Sewer (Steins to Dorsch to Steffens Ct)	$1,696,677.06				
	Change Order No. 1		$0.00			
			$0.00			
				$1,696,677.06	$0.00	$1,696,677.06
	CEDAR CORPORATION COSTS				$75,043.61	
	MISCELLANEOUS PROJECTS - 2021					
	ENGINEERS REPORT - 2021				$900.00	
	MANITOWOC ROAD - WISDOT - STP PROJECT				$338,874.39	
	DEL MAR STORM WATER REVIEW				$3,275.00	
	MCR RENTALS STORM WATER REVIEW				$2,425.00	
	VILLAGE CREEK ESTATES STORM WATER REVIEW				$1,567.50	
	WILLOW GROVE 1ST ADD CONSTRUCTION				$675.00	
	2021 INTERIM DIRECTOR OF PUBLIC WORKS				$3,435.00	
	BOWER CREEK STORM WATER FACILITY - PRELIMINARY ENGINEERING				$456.72	

MEMORANDUM

Date: June 2, 2021

To: Diane Wessel, Village Administrator

Cc: Village Board

Fm: Karen M. Simons, Director of Finance/Clerk-Treasurer

Re: **LIQUOR LICENSE APPLICATIONS (JULY 1, 2021 - JUNE 30, 2022)**

I am submitting the following liquor license applications for your approval for the period beginning July 1, 2021 through June 30, 2022. All publications and criminal checks have been completed.

CLASS "A" BEER AND "CLASS A" CIDER

1. Kwik Trip #416, 2618 Monroe Road, Adam Jon Ahrenholtz, Agent

COMBINATION "CLASS A" INTOXICATING LIQUOR AND CLASS "A" BEER

1. Express, 1356 Bellevue Street, Kalwinder Kaur, Agent
2. Festival Foods, 2534 Steffens Court, Chad Meyer, Agent
3. Terry Naturally LLC, 2625 Development Drive, Suite 40, Terrence J. Lemerond, Agent
4. Bellevue Grand Central Shell, 2011 Allouez Avenue, Daniel J. Pamperin, Agent
5. GCS Bellevue Crossing, 2646 Manitowoc Road, Daniel J. Pamperin, Agent
6. Walgreen's #11576, 1979 Lime Kiln Road, Jacob Wester, Agent
7. Wal-Mart #1908, 2292 Main Street, Mehmet Ekinci, Agent
8. Costco Wholesale 1162, 2355 Costco Way, Jeremy Deshazer, Agent
9. Pick 'n Save #8111, 2064 Lime Kiln Road, Lynn Lyon, Agent
10. GV Petro, 2409 Monroe Road, Takr Raj Ojha, Agent
11. Lou's One Stop, 2721 Manitowoc Road, Donald Schultz, Agent

COMBINATION "CLASS A" INTOXICATING LIQUOR (WINE ONLY) AND CLASS "A" BEER

1. Target Store T1483, 2050 Lime Kiln Road, Carlynn Stachura, Agent

"CLASS A" INTOXICATING LIQUOR

1. Josephine's Gifts & Décor, 2654 continental Drive, Christine M. Pierquet, Owner

COMBINATION "CLASS B" INTOXICATING LIQUOR & CLASS "B" BEER

1. The Tundra Smokehouse & Spirits, 2774 Manitowoc Road, Linda Jean Schultz, Owner
2. The Rite Place LLC, 1580 Bellevue Street, Gerald VanRite, Agent
3. Wertel's Tap, 2545 Manitowoc Road, Sharon A. Wertle, Agent
4. Willow Creek Lanes, 2020 Verlin Road, Jill K. Groshek, Agent
5. Keith's Bar, 3234 Manitowoc Road, Joseph Emory Umentum, Owner
6. The Goal Post Bar & Grill, 3007 Manitowoc Road, Teresa M. Bellin, Agent
7. Galley 57, 3717 Manitowoc Road, Andrew Mueller, Agent
8. The Ravine LLC, 2633 Manitowoc Road, John Robert VanRite, Agent
9. Luigi's Italian Bistro, 2733 Manitowoc Road, Fara T. Sollena, Owner
10. A'Bravo Bistro & Wine Bar, 2069 Central Court, David A. DeMarco, Agent

COMBINATION "RESERVE CLASS B" INTOXICATING LIQUOR & CLASS "B" BEER

1. Tuscan's Southwest Grill & Bar, 2080 Central Drive, Richard Svoboda, Agent
2. Plae Bistro, 1671 Hoffman Road, #10, Jill M. Bassett, Agent
3. Buffalo Wild Wings, 2394 Costco Way, Suite 100, Jennifer Geiger, Agent
4. Grapevine Café, 2058 Allouez Avenue, Diane Lynn Gerhard, Agent

CLASS "B" BEER & CLASS "C" WINE

1. Holiday Inn Express & Suites, 1663 Hoffman Road, Adam Wolf, Agent
2. Mr. Brews Taphouse, 2665 Monroe Road, Suite 140, Tammy Verhagen, Agent
3. AmericInn by Wyndham GB East, 2628 Manitowoc Road, Christopher Kanzelberger, Agent
4. Umi Sushi, 2066 Central Drive, Suite E, Lin Li, Agent
5. The Village Grille, 1390 Bellevue Street, Suite 110, Kathleen Ann Proctor, Agent

CLASS "B" BEER

1. Hunters Edge Archery, 1887 Commercial Way, David J. Heath, Owner
2. Mr. Golf, 3111 Monroe Road, Jeffrey Aubry, Agent

KMS

VILLAGE OF BELLEVUE
RESOLUTION #V-32-2021

RESOLUTION APPROVING SUBMITTAL OF THE VILLAGE "COMPLIANCE MAINTENANCE ANNUAL REPORT" (CMAR)

WHEREAS, Wisconsin Statutes mandate that an annual Compliance Maintenance Report is submitted to the State of Wisconsin Department of Natural Resources to determine the adequate functioning of municipal facilities; and,

WHEREAS, The Village of Bellevue, Wisconsin operates a sewer collection system as part of its local government operations supporting wastewater treatment for its resident; and,

WHEREAS, the Village of Bellevue has determined that certain improvements, such as preventive maintenance of the collection system, is a vital part of the overall operation of a properly run collection system,

NOW, THEREFORE, BE IT RESOLVED that the Village of Bellevue Board of Trustees herewith approves submittal of the 2020 CMAR with the intention of having Staff continue to make improvements in the preventive maintenance operations of the collection system and to update the Operation and Maintenance Policy.

Adopted by the Village Board of the Village of Bellevue, Wisconsin, this 9th day of June, 2021.

VILLAGE OF BELLEVUE

APPROVED:

_____

Steven S. Soukup, Village President

ATTEST:

_____

Karen M. Simons, Village Clerk-Treasurer

Motion by:

Seconded by:

Name	Aye	Nay	Abstain	Absent
Pres. Soukup				
Trustee Katers				
Trustee Gauthier				
Trustee Kaster				
Trustee Sinkler				
Total				

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Bellevue Sewage Collection System

Last Updated: 6/3/2021 Reporting For: **2020**

Financial Management

1. Provider of Financial Information

Name: Karen Simons

Telephone: 920-593-5511 (XXX) XXX-XXXX

E-Mail Address (optional): karens@villageofbellevue.org

2. Treatment Works Operating Revenues

2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?

- ● Yes (0 points) ☐☐
- ○ No (40 points)

If No, please explain:

2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?

Year: 2020

- ● 0-2 years ago (0 points) ☐☐
- ○ 3 or more years ago (20 points)☐☐
- ○ N/A (private facility)

0

2.3 Did you have a special account (e.g., CWFP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?

- ● Yes (0 points)
- ○ No (40 points)

REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]

3. Equipment Replacement Funds

3.1 When was the Equipment Replacement Fund last reviewed and/or revised?

Year: 2020

- ● 1-2 years ago (0 points)☐☐
- ○ 3 or more years ago (20 points)☐☐
- ○ N/A

If N/A, please explain:

3.2 Equipment Replacement Fund Activity

3.2.1 Ending Balance Reported on Last Year's CMAR		$ 420,340.00
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)		$ 0.00
3.2.3 Adjusted January 1st Beginning Balance		$ 420,340.00
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	$ 55,853.00

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Bellevue Sewage Collection System

Last Updated: 6/3/2021 Reporting For: **2020**

3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*) - $ 0.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year $ 476,193.00

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

3.3 What amount should be in your Replacement Fund? $ 476,193.00

Please note: If you had a CWFP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

- ● Yes
- ○ No

If No, please explain.

0

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

- ● Yes - If Yes, please provide major project information, if not already listed below.☐☐
- ○ No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Collection System Infiltration Repairs - Ongoing	70000	2021
2	I-43 Sewer Interceptor Engineering	65000	2021
3	Collection System Infiltration Repairs	70000	2020
4	Collection System Infiltration Repairs	70000	2021
5	Sal Street & Industrial Dr. Sanitary Sewer Rehab	910000	2023
6	I-43 Sewer Interceptor	1169000	2021
7	Sal Street & Industrial Dr. Sanitary Sewer Rehab - Engineering	50000	2022
8	Manitowoc Road Sealing and replace of bad sections.	818000	2020
9	Guns St Sanitary seal and replace bad sections.	996388	2021

5. Financial Management General Comments

The sewer utility's operating income is reviewed on an annual basis to determine if a rate increase is recommended.

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations: 5

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Last Updated: 6/3/2021 Reporting For: **2020**

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	2,061	
February	1,802	
March	2,126	
April	1,876	
May	1,575	
June	1,623	
July	1,501	
August	1,284	
September	1,381	
October	1,300	
November	2,059	
December	1,829	
Total	**20,417**	**0**
Average	**1,701**	**0**

6.1.2 Comments:

The Village is upgrading the GV Lift Station controls in 2022 to minimize the starts of the pumps.

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- ☐ Comminution or Screening
- ☐ Extended Shaft Pumps
- ☒ Flow Metering and Recording
- ☐ Pneumatic Pumping
- ☒ SCADA System
- ☒ Self-Priming Pumps
- ☒ Submersible Pumps
- ☐ Variable Speed Drives
- ☐ Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

- ● No
- ○ Yes

Year:

By Whom:

Describe and Comment:

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6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

The Village is installing new impellers at the Big Creek Lift Station to increase the pumping rate.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	**A**

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Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

- ● Yes
- ○ No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- ● Yes
- ○ No (30 points)
- ○ N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

☒ Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Zero overflows or backups - Completed
Monitor and correct inflow & infiltration - Completed
Follow created generator exercising schedule - Completed
Provide CMOM training to employees - Complete
Update CMOM at the end of the year - Complete
Update Village Ordnance to include CMOM - On going

Did you accomplish them?

- ○ Yes
- ● No

If No, explain:

We are still working on updating the Village ordinance

☒ Organization [NR 210.23 (4) (b)]☐☐

Does this chapter of your CMOM include:

- ☒ Organizational structure and positions (eg. organizational chart and position descriptions)
- ☒ Internal and external lines of communication responsibilities
- ☒ Person(s) responsible for reporting overflow events to the department and the public

☒ Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Bellevue Ordinance #0-2013-10

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2013-09-25

Does your sewer use ordinance or other legally binding document address the following:

- ☒ Private property inflow and infiltration
- ☒ New sewer and building sewer design, construction, installation, testing and inspection
- ☒ Rehabilitated sewer and lift station installation, testing and inspection
- ☒ Sewage flows satellite system and large private users are monitored and controlled, as necessary
- ☒ Fat, oil and grease control
- ☒ Enforcement procedures for sewer use non-compliance

☒ Operation and Maintenance [NR 210.23 (4) (d)]

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Last Updated: 6/3/2021 Reporting For: **2020**

Does your operation and maintenance program and equipment include the following:

- ☒ Equipment and replacement part inventories
- ☒ Up-to-date sewer system map
- ☒ A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
- ☒ A description of routine operation and maintenance activities (see question 2 below)
- ☒ Capacity assessment program
- ☒ Basement back assessment and correction
- ☒ Regular O&M training

☒ Design and Performance Provisions [NR 210.23 (4) (e)]☐☐

What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?

- ☒ State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
- ☒ Construction, Inspection, and Testing
- ☐ Others:

0

☒ Overflow Emergency Response Plan [NR 210.23 (4) (f)]☐☐

Does your emergency response capability include:

- ☒ Responsible personnel communication procedures
- ☐ Response order, timing and clean-up
- ☒ Public notification protocols
- ☐ Training
- ☒ Emergency operation protocols and implementation procedures

☒ Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]☐☐

☒ Special Studies Last Year (check only those that apply):

- ☐ Infiltration/Inflow (I/I) Analysis
- ☐ Sewer System Evaluation Survey (SSES)
- ☐ Sewer Evaluation and Capacity Managment Plan (SECAP)
- ☒ Lift Station Evaluation Report
- ☐ Others:

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	20	% of system/year
Root removal	0	% of system/year
Flow monitoring	100	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	20	% of system/year
Manhole inspections	20	% of system/year
Lift station O&M	5	# per L.S./year
Manhole rehabilitation	0	% of manholes rehabbed
Mainline rehabilitation	.02	% of sewer lines rehabbed

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Private sewer inspections	20	% of system/year
Private sewer I/I removal	0	% of private services
River or water crossings	0	% of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

34.1	Total actual amount of precipitation last year in inches
29.5	Annual average precipitation (for your location)
83.8	Miles of sanitary sewer
5	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
0	Number of basement backup occurrences
0	Number of complaints
	Average daily flow in MGD (if available)
	Peak monthly flow in MGD (if available)
	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

0.00	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.00	Sanitary sewer overflows (number/sewer mile/yr)
0.00	Basement backups (number/sewer mile)
0.00	Complaints (number/sewer mile)
	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **			
Date	Location	Cause	Estimated Volume
None reported			

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

- ● Yes
- ○ No

If Yes, please describe:

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I/I continues to be evaluated. I feel the Village is doing a great job of fixing leaks when we find them. In May of 2019 the Village got very aggressive with customers making them fix their private leaks. It's a very slow process, but we are working on every leaking lateral we find.

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

- ○ Yes
- ● No

If Yes, please describe:

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:

The Village has been monitoring the flows to Green Bay Met. I feel we are making progress on removing I/I from the system. We added a lot of new infrastructure in 2020 and haven't noticed a big increase in flow, this leads me to believe we are making ground on removing I/I.

5.4 What is being done to address infiltration/inflow in your collection system?

When the Village does a street resurface or reconstruct, we are very aggressive in repairing or replacing possible leaking sewer mains.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	**A**

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Bellevue Sewage Collection System

Last Updated: 6/3/2021

Reporting For: **2020**

Grading Summary

WPDES No: 0047341

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			**4**	**16**
GRADE POINT AVERAGE (GPA) = 4.00				

Notes:
A = Voluntary Range (Response Optional)
B = Voluntary Range (Response Optional)
C = Recommendation Range (Response Required)
D = Action Range (Response Required)
F = Action Range (Response Required)

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Bellevue Sewage Collection System

Last Updated: 6/3/2021

Reporting For: **2020**

Resolution or Owner's Statement

Name of Governing Body or Owner: Village of Bellvue

Date of Resolution or Action Taken: 2021-06-09

Resolution Number: R-32-2021

Date of Submittal:

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Financial Management: Grade = A

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 4.00

VILLAGE OF BELLEVUE
RESOLUTION # V-31-2021

RESOLUTION AMENDING THE 2021 BUDGET

WHEREAS, the 2021 Sanitation Fund Operating Budget authorized expending funds for specific purposes; and

WHEREAS, the Village Staff may need to make recommendations regarding changes to the adopted budget due to various issues; and

WHEREAS, the Village Administrator is in support of the department requests and recommends adoption by the Village Board; and

WHEREAS, pursuant to Wisconsin Statutes 65.90(5)(a) Municipal Budgets, the Village Board of the Village of Bellevue shall have the power to increase any items in the budget or add new items to said budget on a two-thirds (2/3) affirmative vote of the entire membership of the Village Board;

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of the Village of Bellevue hereby authorizes the following budget appropriations for the budget year ending December 31, 2021:

SANITATION FUND

Automatic Gate at Compost Site	
Sanitation Fund – Compost Operating (Acct. #250-53636-340)	$17,599
TOTAL INCREASE TO SANITATION FUND	**$17,599**

Adopted by the Village Board of the Village of Bellevue, Wisconsin, this 9th day of June 2021.

APPROVED: ATTEST:

_____ _____

Steve Soukup, Village President Karen M. Simons, Clerk/Treasurer

VILLAGE OF BELLEVUE
Notice of Public Hearing

PLEASE TAKE NOTICE that a Public Hearing will be held on June 9, 2021 at 6:30 P.M. at the Bellevue Village Hall located at 3100 Eaton Road for the purpose of obtaining public comment on the following proposed governmental action:

> RP 2021-0001 – Consider/Discuss/Act on the request by Mitchell Vanden Bergh, owner, to rezone a portion of Parcel B-2591 from B-2 – General Business District to R-2 – Two-Family Residential District, located at 2538 Continental Court.

All interested Village of Bellevue residents are welcome to attend.

Signed and dated this 25th day of May 2021

Karen M. Simons
Clerk/Treasurer
Village of Bellevue

Posted and notified 5-25-21
Published 5-30-21 and 6-2-21

Notification List – RP 2021-0001

Tyler Vandenbergh
2536 Continental Ct
Green Bay, WI 54311

Mitchell Vandenbergh
2538 Continental Ct
Green Bay, WI 54311

Peter and Joyce Vandenbergh
2560 Continental Ct
Green Bay, WI 54311

Paul Signorelli
2530 Continental Ct
Green Bay, WI 54311

Catherine Kaster
2537 Continental Ct
Green Bay, WI 54311

Glenn Whipp
2545 Continental Ct
Green Bay, WI 54311

Joel and Carri Emmerich
2106 Springcrest Place
Green Bay, WI 54304

RPIGEON1 LLC
4650 Island Forks Rd
Lake Wylie, SC 29710

Karen and Julianne Kiekhaefer
2596 Main St
Green Bay, WI 54311

Patricia Tilkens
11 Webster Heights Dr
Green Bay, WI 54301

Susan Pionek
2232 Little Creek Lane
Green Bay, WI 54311

PLAN COMMISSION MEETING OF 5/18/2021 AGENDA ITEM RP 2021-0001

AGENDA ITEM

TO: Diane Wessel, Village Administrator
Plan Commission; Village Board

THROUGH: Andrew J. Vissers, Community Development Director

FROM: Michelle Du Chateau, Assistant Planner/Zoning Administrator

SUBJECT: RP 2021-0001 - Consider/Discuss/Act on the request by Mitchell Vanden Bergh, owner, to rezone a portion of Parcel B-2591 from B-2 – General Business District to R-2 – Two-Family Residential District, located at 2538 Continental Court.

APPROVAL PROCESS: The recommendation of the Plan Commission will be forwarded to Village Board for consideration at the June 9, 2021 meeting.

STAFF RECOMMENDATION: Staff recommends approval of the proposed rezoning request.

APPLICATION SUBMITTAL DATE: April 7, 2021 (Original Application)

ITEM SUMMARY: The applicant is proposing to rezone a portion of Parcel B-2591 from B-2 – General Business District to R-2 – Two-Family Residential District to establish one zoning district on the subject parcel.

SURROUNDING ZONING AND LAND USES:

Subject Property: R-2- Two-Family Residential District & B-2 – General Business District (Duplex)

North	R-2- Two-Family Residential District/ B-2 – General Business District	Undeveloped/Single family residence
South	R-1 – Single-Family Residential District	Undeveloped
East	B-2 – General Business District/ R-2- Two-Family Residential District	State Farm Insurance Agency/Duplexes
West	R-2 – Two-Family Residential District	Duplex

PROPOSED ZONING: The applicant is proposing to rezone approximately 26,400 square feet of Parcel B-2591 from B-2 – General Business District to R-2 – Two-Family Residential District to establish one zoning district on the subject parcel.

This portion of the lot, which was recently acquired by the applicant and attached to his existing lot, was originally part of the parcel to the north (Parcel B-96-5), located on the southwest corner of Main St and Continental Ct. In 1995, Parcel B-96-5 was part of a mass rezone which zoned the property from Commercial to B-2 – General Business District. As part of the rezone, a Conditional Use was also approved for the already existing single-family residence. Based on the property acquisition and the Conditional Use extending upon the subject parcel, staff will initiate a cleanup of the zoning map so the Conditional Use boundary corresponds with the new legal lot of record.

Since the subject parcel is zoned R-2 – Two-Family Residential District and contains a duplex, rezoning the newly acquired portion would be consistent with the existing use on site. Therefore, staff is supportive of the request and recommends approval.

CONFORMANCE WITH COMPREHENSIVE PLAN: The property is identified as Conservancy on the Future Land Use Plan (FLUP) and is currently zoned R-2 – Two-Family Residential. The subject parcel contains a duplex and rezoning that portion of the parcel to R-2 – Two-Family Residential District would be consistent with the existing zoning and use on site.

OPPOSITION TO OR SUPPORT OF REQUEST: Staff has not received any calls or e-mails in support of or opposition to this request as of the drafting of this report.

ATTACHMENTS:

- Application
- Letter of Intent
- Location Map
- Current Zoning Exhibit
- "DRAFT" Rezoning Order

Action:

REQUEST FOR DEVELOPMENT APPROVALS

2828 Allouez Avenue Bellevue, WI 54311 (920) 468-5225
Fax (920) 468-4196 email: andrewv@villageofbellevue.org

Application Number: BP 2021-0001 Parcel Number: B-2591

Name of Owner (Individual, Corp., etc.) _____

Contact Name Mitchell J Vanden Bergh Lot _____

Address 2538 Continental CT. Phone 920-619-5207

Email jmbergh60@yahoo.com Fax _____

Name of Applicant/Contact Person (if different from Owner). Only applicant will be notified for meetings and public hearing.

Name of Contact Person _____

Name of Firm/Company _____ Phone _____

Mailing Address _____ Fax _____

Email _____

Type of Request (check all that apply):

☐Official Map Amendment/ADP	☐Planned Development District	☐Subdivision Plat Map
☐Comp. Plan Amendment	☐Conditional Use (Supplement "A" Req'd)	☐Certified Survey Map
☒Re-Zoning Request	☐ Zoning Approval (Supplement "A" Req'd)	☐Zoning Ordinance Amd.

Address of Affected Property 2538 Continental CT Current Zoning B-2

Owner Signature Mitchell J Vanden Bergh Date 4-1-2021

Note: ***No request for re-zoning will be placed on the agenda without the signature of the property owner(s).***

Required Submittal Documents:

- Legal Description
- Detail Map of Area
- Letter of Intent indicating the specifics of request
- Appropriate Exhibits for processing

FOR OFFICE USE ONLY: Review Fees (check all that apply)

ADP/Official Map Amendment $350_____	Preliminary Plat $200 +$35/lot_____	Preliminary PDD $500 _____
Conditional Use Request $350 _____	Final Plat $100_____	Final PDD $300+ $100/M>1M_____
Certified Survey Map $175 _____	Comp. Plan Amendment $350_____	PDD Amendments $350 _____
Rezoning Request $250 X	Extra CSM/Plat $100 _____	Zoning Ordinance Amd. $1000_____

Amount Paid: 250.00 Date Paid: 4-20-2021 Receipt Number: 15000422

3-31-21

We would like to request Parcel B-2590 which is zoned B-2, to match parcel B-96-5 which is zoned R-2.

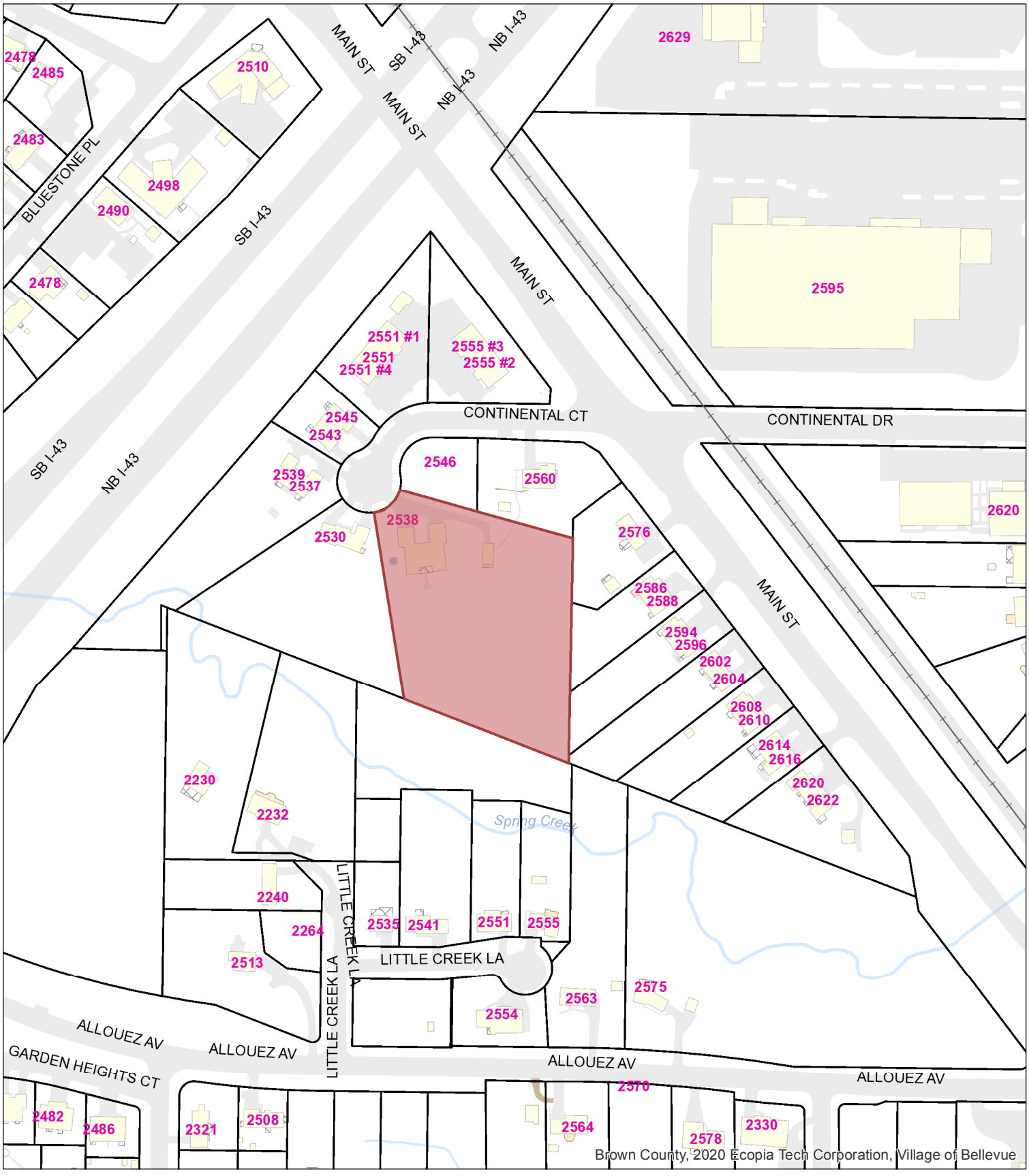
Thank you,

Mitch VanderBeek

920-
619-5207

RP 2021-0001

Village of Bellevue, Wisconsin



VILLAGE OF BELLEVUE — A GREAT PLACE TO GROW

Map provided by the Village of Bellevue's Internal Interactive Web Mapping System

Please visit: www.villageofbellevue.org/GIS to access Bellevue's Interactive Web Mapping System.

This map is intended for advisory purposes only. The data presented has been compiled from various sources, each of which introduces varying degrees of inaccuracies or inconsistencies. Such discrepancies in data are inherent. The Village of Bellevue assumes no liability for its use or accuracy.

Date: 5/12/2021 Reference Scale: 1:0

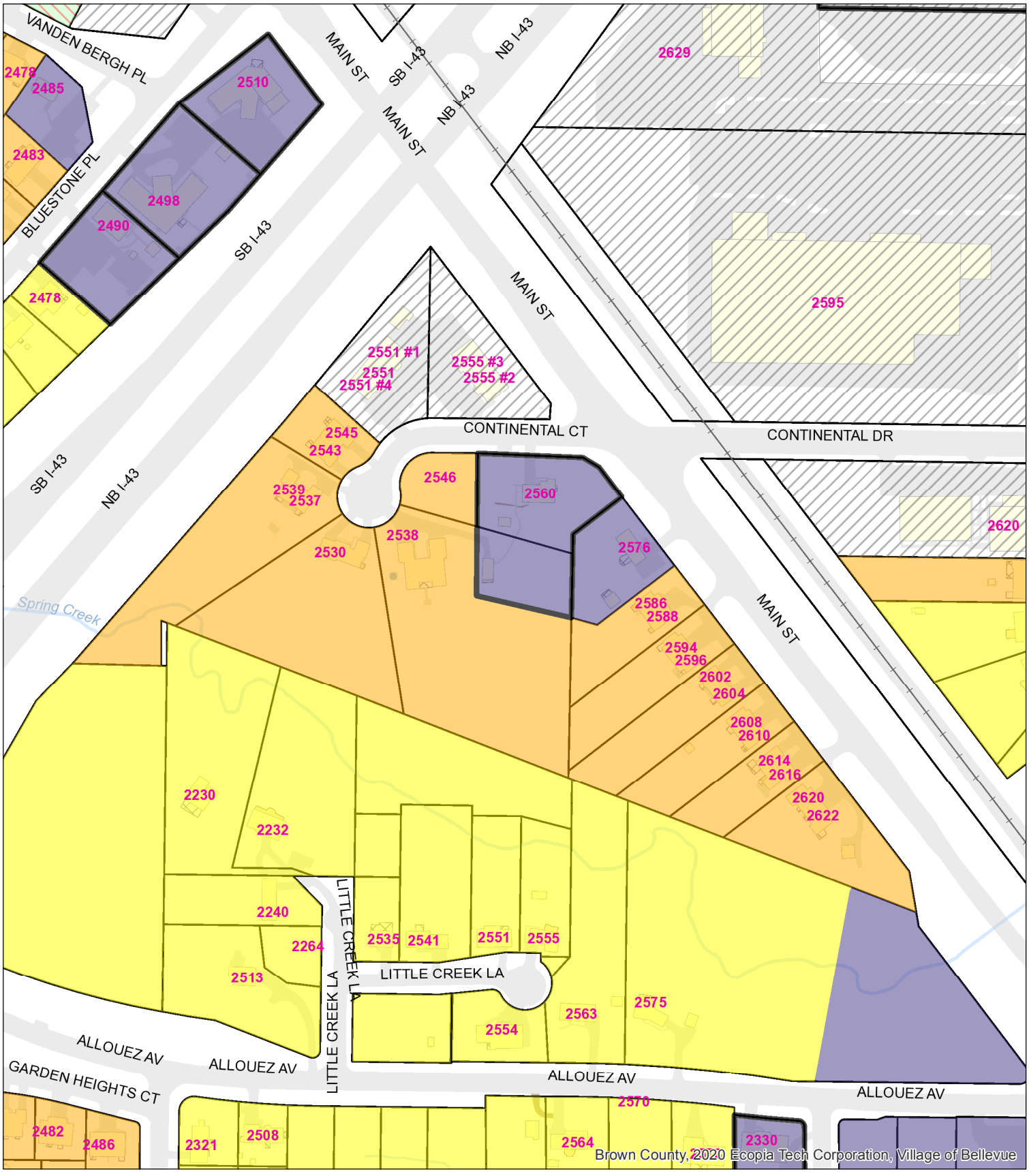
0 0.03 0.06 mi

Legend

Site Location

Current Zoning

Village of Bellevue, Wisconsin



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Date: 5/12/2021 Reference Scale: 1:0

0 0.03 0.06 mi

Legend

Site Location

VILLAGE OF BELLEVUE
REZONING ORDER

ORDINANCE NO. **O-2021-10**
REZONING PETITION NO. **RP 2021-0001**

Section 1 – Authority

Whereas, on the 7th day of April 2021, a rezoning petition was received from Mitchell Vanden Bergh, Owner, requesting to rezone a portion of Parcel B-2591, located at 2538 Continental Court, from B-2 – General Business District to R-2 – Two-Family Residential District; and

Whereas, pursuant to the Village of Bellevue Zoning Ordinance Chapter 500-200, Administration and Enforcement, the Village Board may amend district boundary lines; and

Whereas, after considering the Village of Bellevue Comprehensive Plan, the recommendations of the Plan Commission, and testimony received at Public Hearing on the 9th day of June 2021, the Village Board finds that approval of this rezoning would be consistent with the public interest, on property described as:

2536-2538 CONTINENTAL COURT CONDOMINIUM ADDENDUM 1 UNIT 1 WITH UND INT IN COMMON ELEMENTS ETC IN 2880484

It is therefore ordered, that the portion of Parcel B-2591, located at 2538 Continental Court, be rezoned from B-2 – General Business District to R-2 – Two-Family Residential District, and that the Village of Bellevue Zoning Map be updated to incorporate this amendment.

Adoption of this Rezoning Order constitutes an amendment to the Village of Bellevue Zoning Ordinance, Brown County, Wisconsin, as provided for in sec. 62.23(7)(d)2., Wis. Stats.

Section 2 Conditions, it is hereby ordered – Intentionally left blank.

Section 3 Adoption

Adopted by the Board of Trustees of the Village of Bellevue this 9th day of June 2021.

Section 4 – Enforcement – Intentionally left blank.

Section 5 – Right to Amend or Repeal – Intentionally left blank.

Approved

Steve Soukup, Village President

Attest:

Karen Simons, Clerk

Motion by
Seconded by

Name	Aye	Nay	Abstain	Absent
Pres. Soukup	-	-	-	-
Trustee Katers	-	-	-	-
Trustee Gauthier	-	-	-	-
Trustee Kaster	-	-	-	-
Trustee Sinkler	-	-	-	-
Total	-	-	-	-

Motion:

Adopted _____

Defeated _____

Drafted By: Michelle Du Chateau, Community Development Department

VILLAGE OF BELLEVUE
Notice of Public Hearing

PLEASE TAKE NOTICE that a Public Hearing will be held on June 9, 2021 at 6:30 P.M. at the Bellevue Village Hall located at 3100 Eaton Road for the purpose of obtaining public comment on the following proposed governmental action:

> ZOA 2021-0001 – Consider/Discuss/Act on the request by the Village of Bellevue staff for a Zoning Ordinance Amendment to amend Chapter 500-300 - Definitions, Chapter 500-400 – General Regulations, Chapter 500-500 – Residential Districts and Chapter 500-2100 – Floodplain Regulations of the Village of Bellevue Zoning Code.

All interested Village of Bellevue residents are welcome to attend.

Signed and dated this 25th day of May 2021

Karen M. Simons
Clerk/Treasurer
Village of Bellevue

Posted and notified 5-25-21
Published 5-30-21 and 6-2-21

PLAN COMMISSION MEETING OF 5/18/2021 AGENDA ITEM ZOA 2021-0001

AGENDA ITEM

TO: Diane Wessel, Village Administrator
Plan Commission; Village Board

THROUGH: Andrew J. Vissers, Community Development Director

FROM: Michelle Du Chateau, Assistant Planner/Zoning Administrator

SUBJECT: ZOA 2021-0001 - Consider/Discuss/Act on the request by the Village of Bellevue staff for a Zoning Ordinance Amendment to amend Chapter 500-300 - Definitions, Chapter 500-400 – General Regulations, Chapter 500-500 – Residential Districts and Chapter 500-2100 – Floodplain Regulations of the Village of Bellevue Zoning Code.

APPROVAL PROCESS: The recommendation of the Plan Commission will be forwarded to Village Board for consideration at the June 9, 2021 meeting.

STAFF RECOMMENDATION: The recommendation is to approve the amendments to the Village of Bellevue Zoning Ordinance.

ITEM SUMMARY: Below is a summary of the proposed Zoning Ordinance Amendments.

Chapter 500-300 – Definitions

Staff is proposing definitions for earth tone colors and neutral colors. In addition, zero lot line duplex, has been changed to zero lot line dwelling and is now defined as two or more attached dwelling units since zero lot line dwellings are allowed in both the R-2 and R-3 Districts.

Chapter 500-400 – General Regulations

The setback requirements for aboveground and in-ground pools and spas have been amended to follow the requirements for accessory structures established for the zoning district in which they are located. Water gardens will maintain the 25-foot front yard setback as currently indicated in the ordinance.

Additional structural requirements for fencing around pools have been added, as well as additional regulations outlining the requirements for when fencing would not be required around a pool.

Chapter 500-500 – Residential Districts

Zero lot line duplex has been changed to zero lot line dwelling since zero lot lines could apply to more than two dwellings.

In addition, building sizes for dwellings within the R-3 District have been added to reflect the minimum floor area required for each unit.

Chapter 500-2100 – Floodplain Regulations

Per the Village's Floodplain Ordinance, any change to the base flood elevations (BFE) or any changes to the boundaries of the floodplain or floodway in the Flood Insurance Study (FIS) requires that the studies be referenced in the Village's ordinance. Therefore, the Village is amending the Floodplain Ordinance to include LOMRs (Letter of Map Revision) and CLOMRs (Conditional Letter of Map Revision), which have been approved by the DNR and FEMA.

The act of adopting the CLOMRs or LOMRs is what zones an area in or out of the floodplain. All documents associated with the LOMRs or CLOMRs are available at the Village for review.

ATTACHMENTS:

- Drafts of the proposed amendments

Action:

Chapter 500-300 Definitions

§ 500-302**General definitions.**

EARTH TONE COLORS

Any of various rich, warm colors like those found in nature in soil and vegetation, especially brown, tan or beige.

NEUTRAL COLORS

Colors that include shades and tones of black, gray, white and sometimes brown, which can be used in different quantities to create different shades of gray. These tend to be understated, soft hues of colors which can also include, beige, ivory and cream.

§ 500-303 **Land use definitions.**

A. Residential uses.

ZERO LOT LINE ~~DUPLEX~~ DWELLING

A dwelling within a building containing two or more attached dwelling units which share a common wall and are located on separate lots.

Chapter 500-400 General Regulations

Article 6 Regulation of Pools, Spas and Water Gardens

§ 500-418 Permit required.

No construction of a pool intended as a permanent or temporary installation, a spa, or water garden shall begin unless a permit has been obtained and the fee paid. The application for such permit shall be accompanied by a site plan showing the size, location, and description of the proposed improvement on the property. In the case of a temporary pool, the permit shall be valid for the life of the pool so that a new permit is not required at installation time each successive year.

§ 500-419 Requirements.

A. Setback.

(1) Permanent aboveground or in-ground pools and, spas~~, or water gardens~~ shall ~~maintain a minimum front yard setback of 25 feet and a rear and side yard setback of eight feet from adjoining property.~~ comply with the accessory building requirements established within the zoning district in which they are located.

(2) Water gardens shall maintain a minimum front yard setback of 25 feet, a corner side yard setback of 25 feet and a rear and side yard setback of eight feet.

(3) In determining ~~this~~ the setback for aboveground pools, spas, or water gardens with permanent fencing or decks, any deck or similar structure shall be considered part of the pool, spa, or water garden.

B. Fencing. All pools, ponds, or spas requiring a permit shall be encompassed by fencing as provided under this subsection. A variance to maximum fence height may be granted under the procedures of § 500-200, Administration and Enforcement. However, under no circumstance may the minimum fence height requirements of this subsection be varied.

(1) Structural requirements. All fences under this subsection shall be constructed in such a manner as to comply with the requirements of § **500-416** or variance and the requirements of this subsection.

(a) The fence must be able to withstand 200 pounds of force in any direction.

(b) The fence shall be so constructed and designed so as to prevent penetration of an object greater than six inches in diameter.

(c) ~~All such fences shall be constructed with a locking door or gate which complies with all other height and structural requirements of this section.~~ All gates and doors shall be equipped with a self-closing and self-latching device for keeping the gate or door securely closed at all times when not in actual use, except that the door of any dwelling which forms a part of the enclosure need not be so equipped. When the installation requires a ladder to be raised to prevent pool access, the ladder shall be kept in a raised and locked position or removed from the pool.

(2) Permanent or temporary in-ground pools, spas or water gardens. Permanent or temporary in-ground pools, spas, or water gardens, subject to § **500-416**, shall be encompassed by a freestanding fence not less than 48 inches nor more than 72 inches from the ground level. Such fence shall be no less than three feet from the pool, pond, or spa at its nearest point. The fence shall comply with Subsection **B(1)** of this section.
[Amended 11-14-2018 by Ord. No. O-2018-12]

(3) Aboveground pools or temporary pools. Aboveground permanent or temporary pools, ponds, or spas shall be encompassed by fencing which complies with one or any combination of options listed below and complies with Subsection **B(1)** of this section.

(a) A fence in compliance with Subsection **B(2)** of this section.

(b) A fence within three feet of the pool, pond, or spa and not less than 48 inches nor more than 72 inches from ground level.
[Amended 11-14-2018 by Ord. No. O-2018-12]

(c) A fence attached to a deck or walkway, provided such fence is at least 36 inches above the surface of the deck or walkway and complies with this section.

(d) A pool wall not less than 48 inches from ground level, provided steps, ladders, or other means of pool access are removed when the pool is not in use.

(4) Exceptions. Fencing shall not be required if the following are provided:

(a) Pools, spas, or water gardens with locking and solid structural covers. Such covers shall be in place whenever the pool, pond, or spa is not in use and/or unsupervised by an adult. The pool shall be equipped with a power safety cover that complies with ASTM F 1346.
[Amended 12-14-2016 by Ord. No. O-2016-16]

(b) Pools, spas, or water gardens completely enclosed within a building.

(c) In lieu of fencing, temporary pools may be drained and remain free of any level of water between uses.

(d) For an aboveground pool, fencing constructed on the top rail shall be permitted in lieu of a fence 4 ft. from water's edge. This fencing shall meet or exceed, and be compatible with the pool and pool manufacturer's recommendation and structural integrity.

(e) Aboveground pools with sidewall depths of 54 inches in height or greater, provided it is constructed so that no portion of the exposed pool sidewall is less than 54 inches in height above the adjacent grade within 4 ft. of the base of the pool wall.

i. There shall be no unfenced equipment, features, or structures within 4 ft. of the base of the pool wall that enables someone to climb to a height less than 54 inches below the top of the pool wall.

___ ii. Ladders, stairs and the like, shall be rendered inaccessible and locked when the pool or water garden is not in use.

(5) Lights used to illuminate any swimming pool or water garden shall be so arranged and shaded as to reflect light away from adjoining premises.

Chapter 500-500 Residential Districts

§ 500-502**Principal uses for the residential districts.**

A. In general. Table 5-1, Principal Uses in the Residential Districts, lists all permitted and conditional uses allowed in the residential districts.

B. Permitted uses. Uses specified with a "P" are permitted in the district or districts where designated, provided that the use complies with all other applicable provisions of this chapter.

C. Conditional uses. Uses specified with a "C" are allowed as a conditional use in the district or districts where designated, provided that the use complies with all other applicable provisions of this chapter. Persons wishing to establish or expand a conditional use shall obtain a conditional use permit for such use as specified in Part 500-200, Administration and Enforcement. Condominiums are permitted in all residential districts per Ch. 703, Wis. Stats.

D. Prohibited uses. Any use not listed as either "P" (permitted) or "C" (conditional) in a particular district or any use not determined by the Zoning Administrator or his/her designee to be substantially similar to a use listed as permitted or conditional shall be prohibited in that district. Such determination shall be made in the manner provided for in Part 500-200, Administration and Enforcement, governing determination of substantially similar uses.

E. Specific development standards. Permitted and conditional uses specified with an "x" under the Specific Development Standards column shall be subject to the standards identified in other areas of this chapter.

Table 5-1 Principal Uses in Residential Districts

R-1 R-2 R-3 RR Development Standards

Table 5-1 Principal Uses in Residential Districts

	R-1	R-2	R-3	RR	Development Standards
Residential Uses					
Dwellings					
Single-family dwellings, detached	P	P	P	P	
Two-family dwellings, attached	—	P	P	—	
Zero-lot-line ~~duplexes~~dwellings	—	P	P	—	x
Multiple-family dwellings	—	—	P	—	x
Manufactured home park	—	—	C	—	
Congregate Living Uses					
Community living arrangement*					
8 or fewer persons	P	P	P	—	
9 to 15 persons	C	C	P	—	
16 or more persons	C	C	C	—	
Rooming house/boarding house	—	—	C	—	
Transitional housing facility	—	—	C	—	x

Table 5-1 Principal Uses in Residential Districts

R-1 R-2 R-3 RR Development Standards

Table 5-1 Principal Uses in Residential Districts

	R-1	R-2	R-3	RR	Development Standards
Institutional and Civic Uses					
Cemetery	C	C	C	C	
College, university	C	C	C	C	
Community center, neighborhood center	P	P	P	—	
Parks, playgrounds, and athletic fields	P	P	P	P	
Public safety/public service facility	C	C	C	—	
Religious institutions, places of worship	C	C	C	C	
School, elementary or secondary	C	C	C	C	
Commercial and Production Uses					
Bed-and-breakfast establishments	C	C	C	C	
Commercial animal breeder	—	—	—	C	
Golf course	—	—	—	P	
Quarries, sand and gravel pits	—	—	—	C	
Retail greenhouses	—	—	—	C	
Public Service and Utility Uses					
Fire station	C	C	C	C	
Police station	C	C	C	C	
Post office	C	C	C	C	
Other governmental facilities	C	C	C	C	
Tower and antennas (Class 1 co-location)	C	C	C	C	x
Tower and antennas (Class 2 co-location)	P	P	P	P	x
Utility buildings and substations	C	C	C	C	
Agricultural Uses					
Forestry, general farming, non-retail	—	—	—	P	
Greenhouses, nurseries, orchards, paddocks, riding academies and stables, game farms, wildlife sanctuaries and game preserves					
Agricultural warehouses	—	—	—	C	

* Subject to regulations established by Wisconsin State Statutes

§ 500-503**Site design considerations.**

Development of land within the residential districts shall follow established standards for traffic circulation, landscape design, and other considerations as specified with this chapter.

§ 500-504**Lot dimension and building bulk requirements; building size.**

[Amended 3-8-2017 by Ord. No. O-2017-02; 11-14-2018 by Ord. No. O-2018-12]

A. Lot area and setback requirements shall be as specified in Table 5-2, Lot Dimension and Building Bulk Requirements.

Table 5-2 Lot Dimension and Building Bulk Requirements

R-1 **R-2** **R-3** **RR**

Table 5-2 Lot Dimension and Building Bulk Requirements

	R-1	R-2	R-3	RR
Minimum Lot Area (square feet)				
With public sewer				
Single-family detached dwelling	11,000	12,000	13,000	5 acres
Duplex (per building)	—	12,000	13,000	—
Zero-lot-line ~~duplex~~ dwelling	—	7,500 (per lot)	7,500 (per lot)	—
3-family	—	—	13,000	—
4-family	—	—	14,000	—
5 or more units	—	—	14,000 plus 1,000 additional per unit beyond 4 units	—
All other uses	11,000	11,000	11,000	—
Without public sewer				
Single-family detached dwelling	40,000	—	—	5 acres
Minimum Lot Width (feet)				
With public sewer[1]				
Single-family detached dwelling	80	90	90	100
Duplex (per building)	—	90	90	—
Zero-lot-line ~~duplex~~ dwelling(interior lot)	—	45 (per lot)	45 (per lot)	—
Zero-lot-line ~~duplex~~ dwelling(corner lot)	—	50 (per lot)	50 (per lot)	—
3-family	—	—	90	—
4-family	—	—	90	—
5 or more units	—	—	90	—
Without public sewer[2]				
Single-family detached dwelling	100	—	—	100
Maximum Height (feet)				
Primary structures	35	35	35	35
Detached accessory structures[3]	25	25	35	35
Farm-structures	—	—	—	60

Table 5-2 Lot Dimension and Building Bulk Requirements

R-1 **R-2** **R-3** **RR**

Table 5-2 Lot Dimension and Building Bulk Requirements

	R-1	R-2	R-3	RR
Primary Building Setback Requirements (feet)				
Front yard (from ROW)	30	30	30	30
Side yard	8 each	8 each	20 each	10 each
Rear yard	25	25	25	25
Corner side (from ROW)	30	30	30	30
Accessory Building Setback Requirements (feet)				
Front yard (from ROW)	30	30	30	30
Side yard	8 each	8 each	10 each	15 each
Rear yard	8	8	10	25
Corner side (from ROW)	30	30	30	30
Rear yard (through lots)	15	15	15	25
Maximum Impervious Surface Coverage				
	50%	50%	50%	40%

* Side yards setbacks shall apply to the ends of attached or semi-detached dwellings

NOTES:

[1] Minimum lot frontage may be measured at the building setback line if said lot is located on the outer radius of a street such as a cul-de-sac. In no case shall lot frontage measured at the right-of-way line of a cul-de-sac or curved street be less than 60 feet.

[2] Minimum lot frontage may be measured at the building setback line if said lot is located on the outer radius of a curved street or a cul-de-sac. In no case shall the lot frontage measured at the right-of-way line of a cul-de-sac or curved street be less than 75 feet.

[3] Detached accessory structures shall not exceed five feet over the height of the principal structure or the maximum height permitted in the zoning district to which it is located, whichever is less.

B. Building size for dwellings within the R-1, R-2 and RR districts.

(1) Principal structure. Such main building must contain the following minimum floor area:

(a) One-bedroom dwelling: 1,000 square feet.

(b) Two-bedroom dwelling: 1,000 square feet.

(c) Three-bedroom dwelling: 1,125 square feet.

(d) Four-bedroom dwelling: 1,300 square feet.

(e) Five-bedroom dwelling: 1,600 square feet.

(f) Six-bedroom or more dwelling: 2,000 square feet.

(2) In addition to such main building, the premise must include a one-car or more enclosed garage, either attached or detached to the main building. A required detached garage shall not exceed 600 square feet.

C. Building size for dwellings within the R-3 District.

(1) Such main building must contain the following minimum floor area for each unit:

(a) Efficiency: 400 square feet

(b) One-bedroom: 500 square feet

(c) Two-bedroom: 600 square feet

(d) Three or more bedrooms: 750 square feet plus 200 square feet for each additional bedroom over 3.

Chapter 500-2100 Floodplain Regulations

§ 500-2101**Statutory Authorization, Finding of Fact, Statement of Purpose, Title and General Provisions.**

E. General provisions.

(1) Areas to be regulated. This part regulates all areas that would be covered by the regional flood or base flood as shown on the Flood Insurance Rate Map (FIRM) or other maps approved by the DNR. Base flood elevations are derived from the flood profiles in the Flood Insurance Study (FIS) and are shown as AE, A1-30, and AH Zones on the FIRM. Other regulatory zones are displayed as A and AO Zones. Regional flood elevations (RFE) may be derived from other studies. If more than one map or revision is reference, the most restrictive information shall apply.

(2) Official maps and revisions. The boundaries of all floodplain districts are designated as A, AE, AH, AO or A1-30 on the maps based on the Flood Insurance Study (FIS) listed below. Any change to the base flood elevations (BFE) or any changes to the boundaries of the floodplain or floodway in the FIS or on the Flood Insurance Rate Map (FIRM) must be reviewed and approved by the DNR and FEMA through the letter of map change process (see § **500-2108**, Amendments) before it is effective. No changes to the RFEs on non-FEMA maps shall be effective until approved by the DNR. These maps and revisions are on file in the office of the Brown County Zoning Administrator, 305 East Walnut Street, Green Bay, Wisconsin, on behalf of the Village of Bellevue. If more than one map or revision is referenced, the most restrictive information shall apply.

(a) Official Maps: Based on the Brown County Flood Insurance Study (FIS), dated (August 18, 2009), volume numbers (55009CV001A, 55009CV002A and 55009CV003A);

[1] Brown County Flood Insurance Rate Map (FIRM), panel numbers 55009C0257F, 55009C0259F, 55009C0276F, 55009C0277F, 55009C0278F, 55009C0279F, 55009C0281F, 55009C0282F, 55009C0283F, 55009C0284F and 55009C0286F dated August 18, 2009; with corresponding profiles that are based on the Flood Insurance Study (FIS) dated March 17, 2014, Volume numbers 55009CV001B, 55009CV002B, 55009CV003B. Approved by: The DNR and FEMA

(b) Official Maps: Based on other studies. Any maps referenced in this section must be approved by the DNR and be more restrictive than those based on the FIS at the site of the proposed development.

[1] Letter of Map Revision (FEMA Case Number ~~and~~ - LOMR Effective Date – Study Name).

i. 13-05-5753P – February 6, 2014 – South Huron Road, C-5-129
ii. 13-05-5752P – March 13, 2014 – South Huron Road, B-5-391 (Northern Structure)
iii. 16-05-4339P – September 1, 2017 – Bower Creek & Bower Creek Tributary 1 Fad Analysis No. 12070
iv. 17-05-2419P – October 20, 2017 – Willow Creek at 1695 Bellevue Street

[2] Conditional Letters of Map Revisions (FEMA Case Number – CLOMR Issue Date – Study Name)

i. 20-05-1887R - October 7, 2020 – Town of Ledgeview TID #1
ii. 21-05-0053X – October 20, 2020 – Lime Kiln Road Fill Project

(3) Establishment of floodplain zoning districts. The regional floodplain areas are divided into three districts as follows:

(a) The Floodway District (FW), is the channel of a river or stream and those portions of the floodplain adjoining the channel required to carry the regional floodwaters and are contained within AE Zones as shown on the FIRM.

(b) The Floodfringe District (FF) is that portion between the regional flood limits and the floodway and displayed as AE Zones on the FIRM.

(c) The General Floodplain District (GFP) is those areas that may be covered by floodwater during the regional flood and does not have a BFE or floodway boundary determined, including A, AH and AO Zones on the FIRM.

Village of Bellevue
2828 Allouez Ave.
Bellevue, WI 54311
Ph. (920) 468-5225

Ordinance No. O-2021-11

This ordinance amends Village of Bellevue Zoning Ordinance Chapter 500-300 - Definitions, Chapter 500-400 – General Regulations, Chapter 500-500 – Residential Districts and Chapter 500-2100 – Floodplain Regulations

Date of Plan Commission Recommendation: May 18, 2021

Date of Public Hearing: June 9, 2021

Class 2 Hearing Notice Publications: May 30, 2021 and June 2, 2021

Date of Adoption: June 9, 2021

The Village of Bellevue Board of Trustees, Brown County, Wisconsin, does herewith enact and ordain as follows:

Section 1:

A Full copy of Chapter 500 – Village of Bellevue Zoning Ordinance is available for viewing at the Village Offices located at 2828 Allouez Avenue, Bellevue, WI 54311.

Section 2: More Restrictive Provision to Apply. Where other regulations contained herein are either more or less restrictive than comparable conditions imposed by provisions contained in this zoning ordinance, or any other law, ordinance, rule, resolution, or regulations, the requirements that are more restrictive or which impose a higher standard shall govern.

Section 3: Severability. The several sections of this ordinance are declared to be severable. If any section, phrase, sentence, or portion of this Ordinance is for any reason adjudged to be invalid or unconstitutional by a court of competent jurisdiction, such portions shall be deemed a separate, distinct, and independent provision, and such decision shall not affect the validity of the remaining portions thereof.

Section 4: Penalties. Any person found to be in violation of any provision of this chapter or any order, rule or regulation made hereunder shall be subject to a penalty as provided in Chapter 1 of the Municipal Code of Ordinances.

This section shall not preclude the Village of Bellevue from maintaining any appropriate action to prevent or remove a violation of this section.

Section 5: Effective Date. This ordinance amendment shall take effect immediately upon passage and publication as provided by law.

Approved by the Village of Bellevue Village Board on the 9th day of June 2021.

Approved:

Steve Soukup, President

Attest:

Karen M. Simons, Clerk

Motion by
Seconded by

Name	Aye	Nay	Abstain	Absent
Pres. Soukup	-	-	-	-
Trustee Katers	-	-	-	-
Trustee Gauthier	-	-	-	-
Trustee Kaster	-	-	-	-
Trustee Sinkler	-	-	-	-
Total	-	-	-	-

Motion:

Adopted _____
Defeated _____

Drafted by: Michelle Du Chateau, Community Development Department

MEMORANDUM

Date: June 4, 2021

To: Village Board

Fm: Diane Wessel, Administrator

Re: **STAFF REPORT ON VILLAGE FACILITY CAPITAL IMPROVEMENT PLANNING – 3100 EATON ROAD**

BACKGROUND INFORMATION

The current administration building was constructed in 1967. The Village has completed the following studies/reports in the past 15 years related to village facilities:

1. **2004 citizen space needs committee final report**: Construct Village Administrative Services facility with design in 2008 and construction in 2009.

2. **Village of Bellevue Comprehensive Plan (adopted 2012)**

- Village Offices and Public Works Department: 2828 Allouez Avenue The buildings at this location are home to the offices for the Village Administration, Clerk/Treasurer, Community Development, Leisure Services, and Public Works. The original building was built in 1967 and has been added on and remodeled a number of times. Current plans are to move the Village Offices into the new Village Hall in the near future. The future use of this building has not been determined.

  The Public Works Department expanded into space previously used by the Bellevue Fire Department. This space became available when the Fire Department moved into the new Public Safety Building on Eaton Road. The Public Works Department has a need for additional cold storage in the near future and is evaluating potential spaces at this time.

- Village Hall and Public Safety Building/Fire Station #1: The Village Hall and Public Safety Building was constructed in 2007. The Village Hall portion is used for meeting space and offices. Current plans are for the Village Offices to relocate here in the next two to five years.

- Fire Station #2, Community Center, and Public Works Building: 1811 Allouez Avenue This location is home to Fire Station #2, Community Center, and second Public Works area. The Leisure Services Department is fundraising to construct a new Community Center in the future. When that occurs, the Fire Station would expand into the existing Community Center space after it is remodeled. This is tentatively scheduled for 2016. Additional salt storage capacity is a long term need at this location.

3. **Village of Bellevue Strategic Plan – (adopted 2015)**
   Effective and Accountable Government: Achieve consensus on a plan to address building and facility needs (including 3100, 2828, 1811, Josten Park enclosed shelter, salt storage, cold storage and a potential community center) due to their significant impact on long-term borrowing.

4. **2012 citizen space needs committee final report**: Expand public safety building and relocate administrative staff within 3 years based on:
    - The cost to repair deficiencies at 2828 Allouez exceeds return on investment.
    - The cost to expand the Public Safety Building will only increase over time.
    - The Public Safety Building was constructed with future expansion in mind.

5. **2018 existing building analysis space needs study (contracted study):** This study focused on Public Works, Fire, and Parks Recreation and Forestry Departments. The study was conducted with the assumption that village administrative offices would be located in an annex to 3100 Eaton Road.

PRIOR ACTION/REVIEW

2019: cold storage structure located on Eaton Road was razed due to safety hazards. Cold storage was temporarily located at a rental facility.

2020: Village Board approved a consolidation of the Bellevue Fire Department with the Green Bay Metropolitan Fire Department. This decision was based upon response time, cost efficiency, and capital needs. Without the consolidation, Bellevue would have to construct a replacement Fire Station 2 (see attached CIP project Fire Station Two Construction).

2021: inspection revealed that the salt shed structure is compromised. Building inspectors recommended no entry by staff unless protected by cab or cage. To avoid further compromise by over-filling, Bellevue is storing some salt in Ledgeview facilities.

2021: multiple issues at 1811 facility including front doors, cast iron sewer lines, flooring, and water heater.

2021: Actions specific to administrative offices:

1. August 12, 2020: *Motion made by Gauthier, seconded by Katers to deny Administration Occupation at 3100 Eaton Road while continuing to explore opportunities for office space occupation.* MOTION UNANIMOUSLY APPROVED
2. August 26, 2020 Meeting minutes: *Mr. Vissers reported that at the special meeting held to discuss the "Draft" 2021-2025 CIP, there was discussion among the Board to possibly evaluate the ability to take under-utilized space located at the 3100 Eaton Road facility and remodel it into usable office space for administrative staff who currently work from 2828 Allouez Avenue.*
3. September 23, 2020 meeting minutes: *In summary, there is interest by the Board to move some staff to the Eaton Road building and to investigate options.*
4. January 13, 2021:
    - *Motion made by Soukup, seconded by Katers to have SEH study space needs at 3100 Eaton Road and provide a report for no more than $4,950. MOTION UNANIMOUSLY APPROVED*
    - *Motion made by Soukup, seconded by Gauthier to move the administrator and administrative assistant to 3100 Eaton Road for a temporary period of one year.*

      Trustee Katers stated he would not agree to this motion until there is confirmation that a buildout will proceed. MOTION APPROVED 3-2 (Kaster, Katers)
5. May 12, 2021: *Motion made by Katers, seconded by Sinkler to approve Design Option B with a request that staff come back in the near future with an office staffing plan, what the first floor would entail and who would use it, how the judge's quarters could be changed, the west side offices, etc.*

POLICY ISSUE

Option B as presented identifies thirteen 2nd floor office spaces. The first floor has 2 established office spaces plus municipal court clerk area (2 spaces), an undefined/unbuilt space in the fire department, and 2 conference rooms. Total workspaces with 2nd floor build out and fire department reserve area is 18. Current staffing of departments that would move to 3100 is 17. Therefore, the proposed build out could house current staffing levels of finance, administration, community development, information technology and municipal court. 3100 would become the official "village hall".

Staff believes the areas of code enforcement, information technology, stormwater management and review, parks and forestry field labor, and public works field labor are deficient at current staffing levels. The Village is in the process of undertaking a staffing analysis. If the staffing analysis reveals deficiencies in community development, information technology, finance or administration, then when the village addresses the deficiencies through increased staffing, the village will again be in a position of functional activities of departments being split across 2 locations.

STAFF RECOMMENDATION

Excerpted from May 6 staff report (May 12 board meeting):

"There are a number of questions or items that would need to be flushed out and analyzed if this were to proceed forward. As these concepts show, the space can be used but it is clearly not a long-term solution.

- *Does it make sense to revisit the overall building expansion with these layouts and incorporate them into the design possibly reducing some square footage needs and thus possibly reducing costs.*

- *Moving some existing staff to 3100 from 2828 will bring more costs than just finishing the space. There will likely need to purchase redundant equipment as well as additional staffing to serve administrative function and frontline contacts now in two locations.*

The Village facility needs have been discussed, examined, analyzed and recommendations have been made over the course of many years from staff, citizen committees and consultant studies. A significant facility expense was removed with the Metro Fire Department merger but needs exist in a number of areas. This information is helpful, but how does it fit into the bigger picture of space needs throughout the Village?

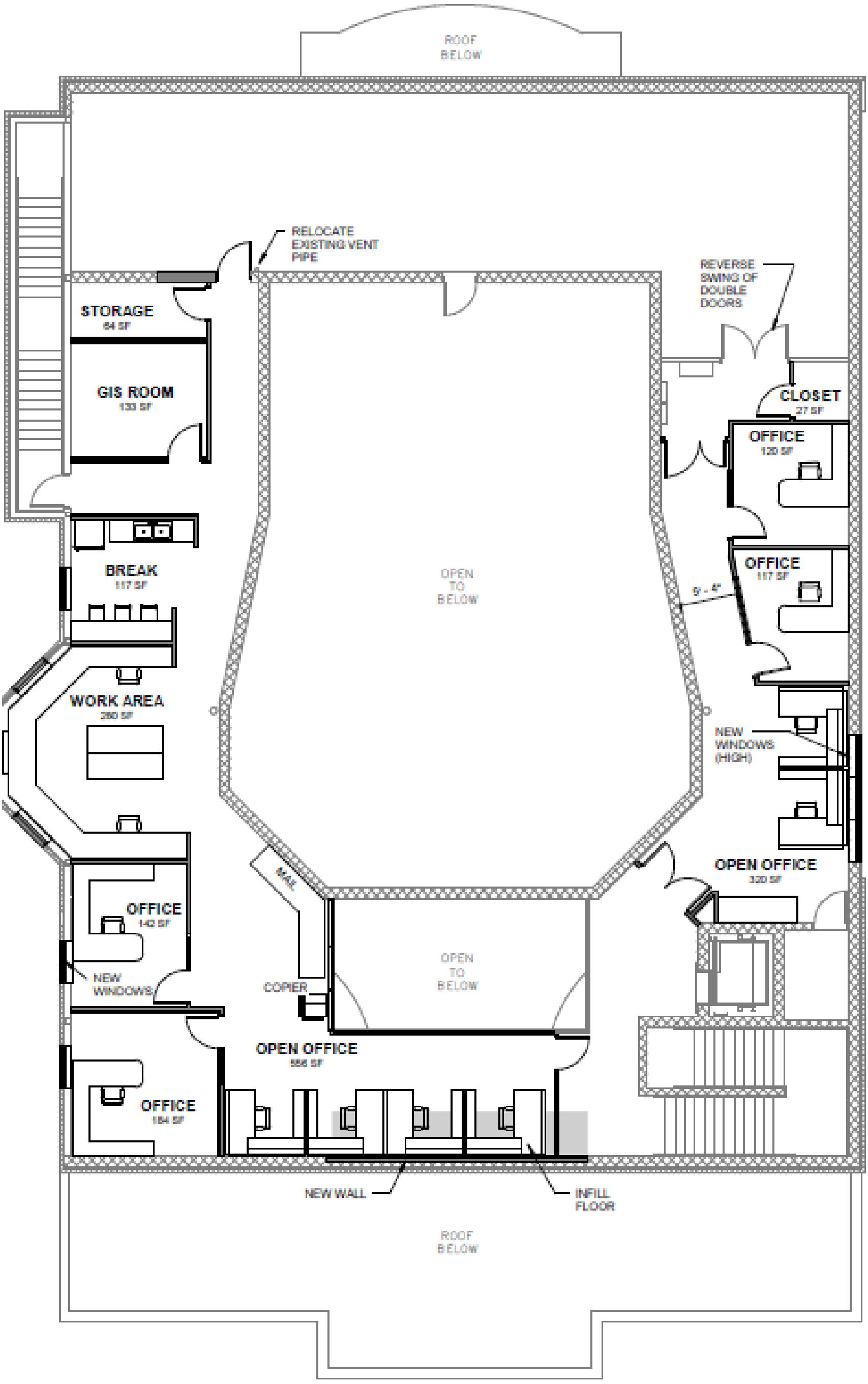
Regardless of what response is generated by the analysis, Staff would recommend the next step as the Village Board establishing building priorities, start creating a schedule from both a timing and financial perspective and programming this into our Capital Improvement Plan. Possibly a work session(s) needs to be scheduled to discuss this topic and start making progress. Most of the analysis has been recently put in place so staff is unsure of what additional information is needed by the Village Board."

REQUESTED ACTION

Schedule a work session to prioritize, schedule, and program facility needs and associated financing for incorporation into the 2022-2026 Village of Bellevue Capital Improvement Plan.

ATTACHMENTS

- Design Option B
- Village operations 3100 second floor expansion
- Capital Improvement Project Sheets
    - Administration offices
    - Cold storage
    - Community center
    - Fire station 2
    - Public works facility
    - Salt shed brine storage


ROOF
BELOW
RELOCATE
EXISTING VENT
PIPE
REVERSE
SWING OF
DOUBLE
DOORS
STORAGE
84 SF
GIS ROOM
133 SF
CLOSET
27 SF
OFFICE
120 SF
OFFICE
117 SF
5' - 4"
BREAK
117 SF
OPEN
TO
BELOW
WORK AREA
280 SF
NEW
WINDOWS
(HIGH)
OPEN OFFICE
320 SF
MAIL
OFFICE
142 SF
NEW
WINDOWS
COPIER
OPEN
TO
BELOW
OPEN OFFICE
556 SF
OFFICE
184 SF
NEW WALL
INFILL
FLOOR
ROOF
BELOW

OPTION 'B'

VILLAGE OPERATIONS
3100 SECOND FLOOR EXPANSION

Space needs identified department are for existing staff only.

Reception (current municipal court clerk area)
- 1 work area
- Public access counter

Administration:
- Office spaces: 2
  - Administrator
  - Assistant to Administrator
- Storage (within office) HR Files

Finance/Clerk/Treasurer: most public-facing role
Location becomes official Village Hall
- Office spaces: 3
  - Finance Director/Clerk/Treasurer
  - Deputy Clerk-Treasurer
  - Accountant
- Storage for official village records

Challenges:
- Frequent interaction with walk-ins for clerk/deputy clerk activities, therefore, 2nd floor location is problematic unless there is a 2nd floor counter.

Information Technology
- GIS/IT manager workspace
- Intern workspace
- Space for equipment: plotter, scanner, GPS

Community Development
A. Office spaces: 4
   - Director
   - Asst. Zoning admin/planner
   - 2 building inspectors
   - Intern work spaces

B. Storage for large format documents (w/in space)

Challenges:
- Building inspection vehicle kept at 2828 (inside) or 3100 (outside). If kept outside, prone to more issues and shorter lifecycle.
- Will need a staff vehicle kept at 3100 for Code Enforcement/Planning related functions. If kept outside, prone to more issues and shorter lifecycle.
- All of Community Development activities are public-facing, therefore 2nd floor location is problematic unless there is a 2nd floor counter.

Municipal Court (move to Fire Department build out area)
Office space: 2+ (judge, clerk, deputy clerk)
Storage: files (need secure area for confidential files)
Challenges: 1st floor required for walk-in customers and proximity to judge/court.

Shared area:

- Reception (with counter w/space for interaction)
- copy room/mail room
- large table work area
- break room
- conference rooms
- storage

Overall challenges:

- Reception will be needed at both 3100 and 2828
- Equipment: copiers needed at both facilities (Color)
- No room to grow as population, infrastructure, and services are added.

3100 BUILD OUT

Space needs identified department are for existing staff only.

Parks, Recreation, Forestry

a. Space needs
    i. Office space: 3
        1. Director
        2. Recreation Supervisor
        3. Parks/Forestry foreman
        4. Intern
b. Equipment needs
    i. Vehicles

c. Reason for staying at 2828 until all village operations moved
    i. equipment from DPW garage
    ii. collaboration/shared employees with DPW
    iii. Seasonal staff deployed from DPW garage

Public Works

a. Space needs
    iv. Office/work space: 4 - 6
        1. Director
        2. Engineering technician
        3. Street superintendent
        4. Utilities superintendent
        5. Engineering intern
        6. Administrative assistant

VILLAGE ADMINISTRATION FACILITIES

PROJECT DESCRIPTION

Construct annex at 3100 Eaton Road and relocate administrative offices to annex. The current administrative offices are located at 2828 Allouez Ave.

ISSUES

The current administration building was constructed in 1967 and is 10 years past its useful life. Non-compliant with American with Disabilities Act, is lacking security, and does not meet the current space and function needs.

RELATED PROJECTS AND INVESTMENTS

- 2019 Village facilities master plan: $25K
- 2018 building analysis space needs study: $5,679
- 2012 design services: borrowed $142K, expended $25K.

PROJECT HISTORY/BACKGROUND INFORMATION

1998 Final Report: Improvements completed extending useful life 7 to 10 years.

2004 Final report: Construct Village Administrative Services facility. Recommended study be conducted in 2006 to study the appropriateness of designing a new facility in 2008 and constructing that facility in 2009.

2012 Final report:

Expand public safety building and relocate administrative staff within 3 years based on:

- The cost to repair deficiencies at 2828 Allouez exceeds return on investment.
- The cost to expand the Public Safety Building will only increase over time.
- The Public Safety Building was constructed with future expansion in mind.

Village Board action May 22, 2013: Motion to deny the conceptual design layout and elevations for expansion of the Village Hall/Public Safety Building to accommodate the relocation of the Village's administration offices. MOTION APPROVED 3-2

2018 existing building analysis space needs study: This study focused on Public Works, Fire, and Parks Recreation and Forestry Departments. The study was conducted with the assumption that village administrative offices would be located on an annex to 3100 Eaton Road.

Project Quick Facts

Project number: BG03

Primary objectives:

- Safety
- Protection of investment
- Mitigation of liability risk
- Provision of services

Total construction cost: $2,850,000 (2013 estimate)

Funding source: general obligation debt

Tax impact to homeowner: $58.73
*Annual 10-year debt service for median valued home

Priority ranking:
Project timeline: TBD
Useful life: 50 years

Future related projects:

- Fire station 2
- Salt shed/brine storage
- Cold storage
- Community center

Supporting plans

- Building analysis space needs study
- Strategic plan
- Comprehensive plan

COLD STORAGE

PROJECT DESCRIPTION

This project is to demolish the 2,200 square foot structure at 3833 Eaton Road that is past its useful life and provide replacement /expanded storage facility. Alternatives:

1. Mid-term: Construct new cold storage building. Locating new construction that will support undetermined long-term plans challenging.
2. Mid to long-term: Construct new fire station 2 and utilize vacated space at 1811 Allouez Ave for DPW cold storage.
3. Long-term: construct full-service DPW facility.

PROJECT HISTORY

1998 Final Report: Construct New Public Works Facility. Recommends construction of a new facility in 1999 to meet department needs for 15-20 years. Constructed 2001.

2012 Final Report: Expansion of Cold Storage at Fire Station 2/Community Center. Current space is at or near capacity. Recommend future cold storage expansion at Shaha Park or 1811 Allouez Avenue.

2018 existing building analysis space needs study:

1. The existing vehicle storage garage is 2,750 SF with only 2 overhead doors into the space. We would recommend approximately 5,000 SF to alleviate the current vehicle and equipment storage needs. There is vehicle storage space available if the Fire Department were to leave the site however spaces for shops would be lacking.
2. The long-term goal of the department is to have all facilities including salt storage buildings and yard operations on the same site. This site would not accommodate the long-term goals for the department.
3. If this building were to be considered the long-term solution for the department it would need a significant investment over time due to the age of the facility.
4. If the DPW were to take over the entire 1811 Allouez Ave building the lower roofed space closest to the street would be under-utilized space. The Village could use some of the space for a different department use or the lower roof portion could be demolished and redesigned for DPW use if the long-term direction is to stay on the existing site.

Project Quick Facts

Project number: PW11

Primary objectives:

- Protection of investment

Cost:

- Capital: $8,800 for demolition
- 2020 Operating budget: $6,000
  AND
- Alternative 1: $320,000
  OR
- Alternative 2: new Fire Station 2
  OR
- Alternative 3: new DPW

Funding source:

- Demo: buildings capital fund
- Lease: operating budget
- New construction: GO & utility debt

Tax impact to homeowner:

- Annual lease: $0.92
- New storage construction: $6.59
- New DPW facility: $32.15

Priority ranking:	Essential
Project timeline:	2019-2021
Useful life:	20-50 years

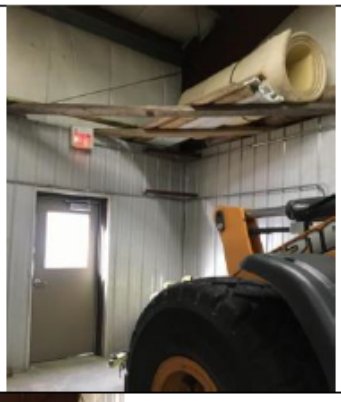
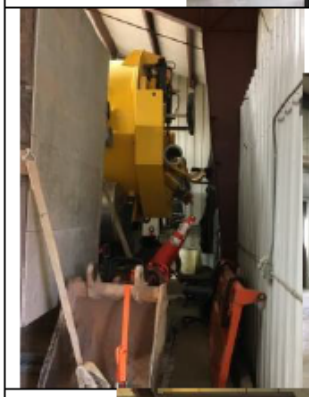
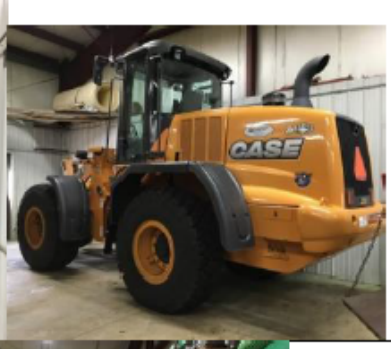
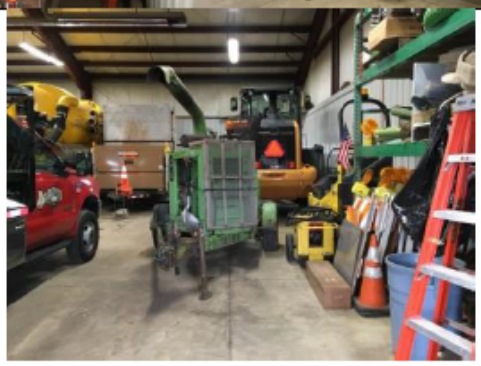
Future related projects:

- Village facilities master plan

Supporting plans/reports

- 1998 and 2012 space needs reports
- 2018 Multi-department existing building analysis & space needs study
- Strategic plan
- Comprehensive plan

BARRIENTOS
design & consulting

	Storage is being added in unconventional locations due to lack of storage space and in this case could be an issue if overloaded.
 	Vehicles are parked within an inch or two of walls and building structural columns with no bollard protection. One small mistake when parking these vehicles so tightly against the building could cause significant damage to the DPW Storage bays.
	Interior storage space of vehicles, parts and equipment is extremely limited and almost always requires moving multiple pieces of equipment to gain access to the vehicle or equipment that is needed. Operational efficiency is sub-standard
	Floor drains frequently don't drain because of too much sediment coming off of trucks. Many hours are spent by staff cleaning these. Repairs should be made to these drain locations.

COMMUNITY CENTER CONSTRUCTION

PROJECT DESCRIPTION

This project is for land acquisition and new construction of the Bellevue Community Center. The current community center at 1811 Allouez Avenue was constructed in 1972 with a projected useful life of 40-50 years. The building also houses fire station 2 and public works storage.

ISSUES

Code compliance:

- Building is non-sprinkled.
- Does not meet fire codes.
- Does not meet ADA requirements.

Non-code issues:

- Waiting room is inadequate for youth activities.
- Undersized multi-purpose space for recreation activities.
- Inadequate storage space for tables, chairs, etc.

PROJECT HISTORY/BACKGROUND INFORMATION

Multi-department existing building analysis space needs study:

- The Community Center does not have any room to expand at the current location. A building expansion towards the street would encroach on the overhead power line easement.
- The Community Center does not fit the land use plan of the area as most surrounding buildings are industrial or commercial. We feel that a building like this should be located in a more natural setting.
- Currently the Recreation Department has to limit the number of activities and the size of the groups due to lack of space at the current facility. The goal of a larger facility would be to provide multiple sized spaces to serve the community's needs better.
- The existing space that the Community Center occupies is under sized. It lacks appropriate storage space, waiting, and gathering areas and the flexibility to accommodate a variety of sized groups and activities.
- Public toilet facilities are shared with the other departments, do not meet ADA code and are undersized with too few fixtures.
- If the Community Center stays at the current location, where it can't easily expand, the department is short approximately 5,400 SF to meet their optimal needs.

Project Quick Facts

Project number: BG15

Primary objectives:

- Safety
- Protection of investment
- Mitigation of liability risk
- Provision of services

Construction cost: $1,859,980

Funding source: general obligation debt

Tax impact to homeowner: $38.33
*Annual 10-year debt service for median valued home

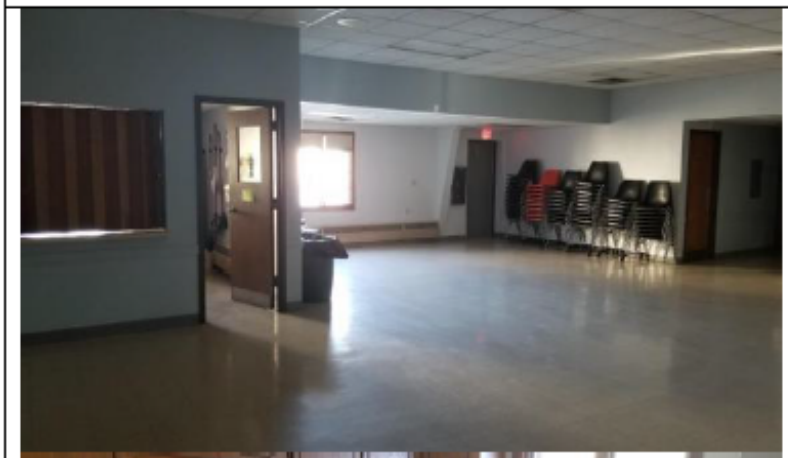
Priority ranking:	High
Project timeline:	2024
Useful life:	50 years

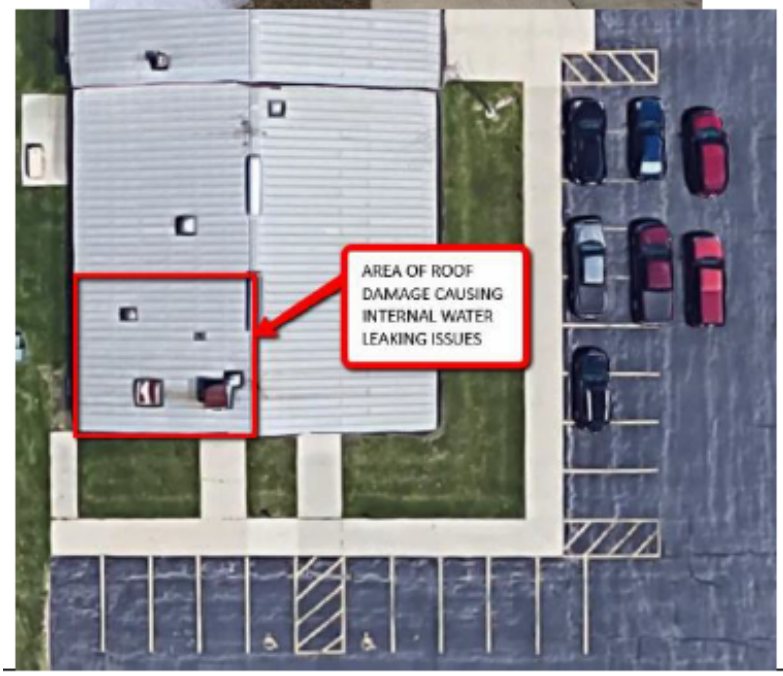
Future related projects:

- Fire station 2
- Salt shed/brine storage
- Cold storage
- Public Works facility

Supporting plans

- Building analysis space needs study
- Strategic plan

	ADA compliance issues in the men's and women's toilet rooms include wheelchair turning radius, grab bars, accessible stalls, and door push pull clearances. ADA upgrades are required to be made if other building improvements are made. 20% of any project budget needs to be spend on ADA upgrades until the building is brought into compliance
 	Kitchen counters and the serving counter are 3' high not at the ADA standard 2'-10". Stove exhaust needs to be vented to the exterior. The kitchen is more residential style in nature and in need of remodel. Commercial ventilation should be installed.



The building envelope is in moderate condition for its age however it is important to remember that the typical lifespan of a metal building used for Fire/DPW functions is 40 to 50 years. The lower roof has experience some damage in storms over the last few years and since the style of roof is no longer made, roof patches have been completed, however the roof does still leak and is causing damage to the building interior. Some signs of wear to the metal finish can be seen on the roof, canopy and doors. On-going maintenance items should include caulking, painting and refinishing exterior hollow metal doors. A building of this age will likely have unexpected repairs over the next 5 years that we are not calling for in our maintenance budget simply due to the age of the facility.

FIRE STATION TWO CONSTRUCTION

PROJECT DESCRIPTION

This project is for land acquisition and new construction of Fire Station #2. The current Fire station #2 at 1811 Allouez Avenue was constructed in 1972 with a projected useful life of 40-50 years. The building also houses the community center and public works storage.

Fire station #2 is proposed for year 2024 because the 2018 facilities study identified necessary significant repairs to 1811 Allouez Avenue in approximately 5 years. Most significant impact to public safety is the expected necessary parking lot replacement. Deteriorating conditions and downtime during repair and replacement will affect egress of public safety equipment.

ISSUES

- Cannot accommodate full-time staff, pull through bays, ladder training, and space needs.
- Parking lot will need full replacement in 5 years due to standing water and surface cracking.
- Backing large vehicles into the Apparatus Bays is difficult due to narrow overhead doors.

PROJECT HISTORY/BACKGROUND INFORMATION

2012 Springsted Fire Department study:

- Des not meet codes for a public structure.
- Does not meet National Fire Protection Association standards.
- Does not provide for efficient response time.

Multi-department existing building analysis space needs study:

- Renovation to continue current use: $760,357.
- Insured value (not including contents): $770,000.
- Recommended developing a long-term plan to accommodate all three departments off site. With Fire Station 2 being the first to be relocated because the building limits staffing activities and egress is challenging.

Project Quick Facts

Project number: PS04

Primary objectives:

- Safety
- Protection of investment
- Mitigation of liability risk
- Provision of services
  - Emergency response time

Total construction cost: $2,963,875

Funding source: general obligation debt

Tax impact to homeowner: $61.08
*Annual 10-year debt service for median valued home

Priority ranking:	High
Project timeline:	2024
Useful life:	50 years

Future related projects:

- Fire station 2
- Salt shed/brine storage
- Cold storage
- Community center

Supporting plans

- Springsted fire department study
- Building analysis space needs study
- Strategic plan
- Comprehensive plan

PUBLIC WORKS CONSTRUCTION

PROJECT DESCRIPTION

This project is for land acquisition and new construction of a public works facility. The current public works operations are located at 1811 Allouez Avenue and 2828 Allouez Avenue.

ISSUES (1811 Allouez Ave site)

Code compliance:

- Building is non-sprinkled.
- Does not meet fire codes.
- Does not meet ADA requirements.

Non-code issues:

- Lacking sufficient storage/protection for vehicles.
- Floor drains in the garage backup frequently.
- HVAC insufficient.

PROJECT HISTORY/BACKGROUND INFORMATION

2012 Building Needs Committee Final Report: Known deficiencies, Public Works Facility

- Needs additional cold storage space
- Has inefficient heating and lighting systems
- Lacks adequate building security
- Lacks emergency power
- Has inadequate area for training
- Does not meet SPCC requirements
- Limited ability to perform vehicle/equipment repairs.

Multi-department existing building analysis space needs study:

- Recommend approximately 5,000 SF to alleviate the current vehicle and equipment storage challenges.
- Space needs would be partially addressed if the Fire Department were to leave the site.
- The long-term goal is for all public works facilities co-located. This site cannot meet this goal.
- If this building were to be considered the long-term solution for the department it would need a significant investment over time due to the age of the facility.
- If the DPW were to take over the entire 1811 Allouez Ave building the lower roofed space closest to the street would be underutilized space. The Village could use some of the space for a different department use or the lower roof portion could be demolished and redesigned for DPW use if the long-term direction is to stay on the existing site.

Project Quick Facts

Project number: PW13

Primary objectives:

- Safety
- Protection of investment
- Mitigation of liability risk
- Provision of services

Total construction cost: $1,660,342

Funding source:

- General obligation debt
- Water utility debt
- Sewer utility debt
- Stormwater utility debt

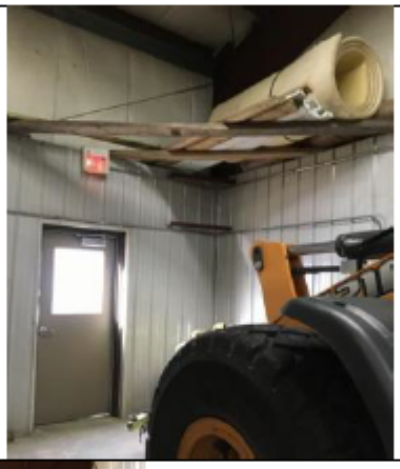
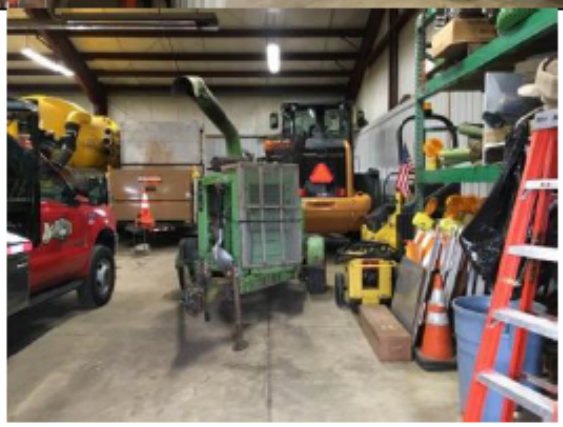
Priority ranking:	High
Project timeline:	TBD
Useful life:	50 years

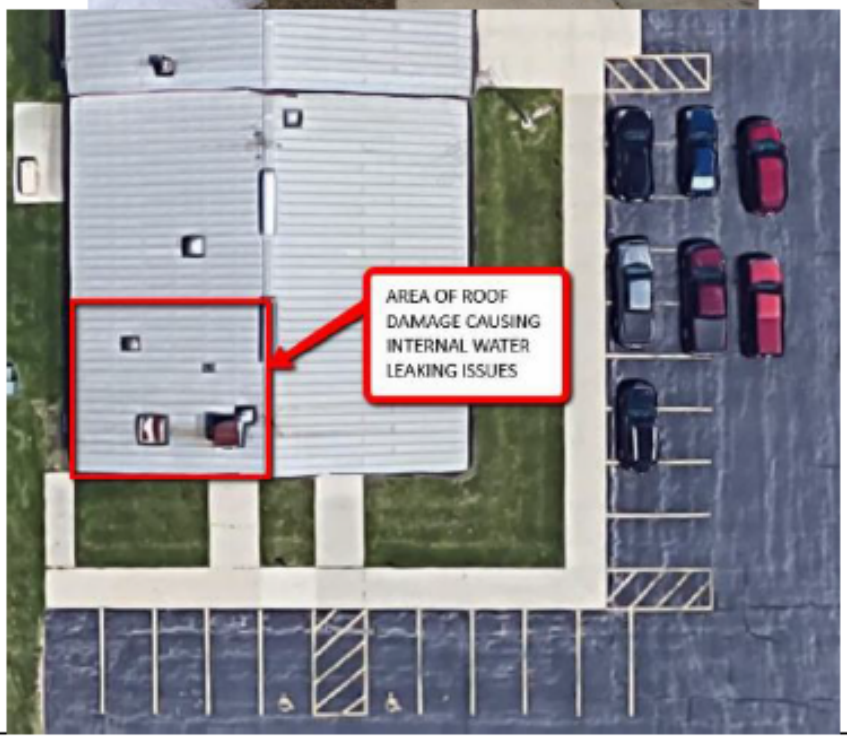
Future related projects:

- Fire station 2
- Salt shed/brine storage
- Cold storage
- Community center

Supporting plans

- Building analysis space needs study
- Strategic plan
- Comprehensive plan

	Storage is being added in unconventional locations due to lack of storage space and in this case could be an issue if overloaded.
	Vehicles are parked within an inch or two of walls and building structural columns with no bollard protection. One small mistake when parking these vehicles so tightly against the building could cause significant damage to the DPW Storage bays.
	Interior storage space of vehicles, parts and equipment is extremely limited and almost always requires moving multiple pieces of equipment to gain access to the vehicle or equipment that is needed. Operational efficiency is sub-standard
	Floor drains frequently don't drain because of too much sediment coming off of trucks. Many hours are spent by staff cleaning these. Repairs should be made to these drain locations.



The building envelope is in moderate condition for its age however it is important to remember that the typical lifespan of a metal building used for Fire/DPW functions is 40 to 50 years. The lower roof has experience some damage in storms over the last few years and since the style of roof is no longer made, roof patches have been completed, however the roof does still leak and is causing damage to the building interior. Some signs of wear to the metal finish can be seen on the roof, canopy and doors. On-going maintenance items should include caulking, painting and refinishing exterior hollow metal doors. A building of this age will likely have unexpected repairs over the next 5 years that we are not calling for in our maintenance budget simply due to the age of the facility.

SALT STORAGE

PROJECT DESCRIPTION

This project is for the razing of the existing 35X40 salt shed and construction of a new shed and brine dispensing system with a capacity of 1,000 tons of salt to meet the projected needs of the Village.

ISSUE

The existing structure is a creosoaked timber pole barn. Foundation timbers rest on floodplain ground. Salt that cannot fit in the shed is stored outside under tarps. The salt dissolves and drains into the stormwater. To address storage limitations, the Village supplements with sand increasing total phosphorus (TP) by up to seven times and total suspended solids (TSS) by 15%.

PROJECT HISTORY/BACKGROUND INFORMATION

2012 Building needs committee March 12, 2012 meeting minutes. Priority list:

1. Office building at 2828 Allouez. Minimal dollars should be spent to keep the operations going at this address for the next couple of years.
2. Offices should be moved to 3100 Eaton Road. The building addition should proceed.
3. 1811 Allouez Avenue. The CIP has identified some changes that need to be done to the existing building to adapt it to a possible full-time Fire Department. Public Works cold storage and salt storage shed should be at this site not at 2828 Allouez Avenue site.

Multi-department existing building analysis space needs study 2019:

Shed should be replaced in the next five years so determining the long-term home of the Department is important so the shed can be constructed on the appropriate site.

Salt shed is undersized at 200 tons of salt storage and the interior roof structure has been damaged when loading salt which has led to structural issues including leaning and bulging walls. If the Village had a larger shed then all the salt needed for the year could be ordered when prices are low and would save the Village from having to order when out of salt. On occasion salt is unavailable for purchase at the end of the season and diminishes department's ability to serve the Village's residents.

Project Quick Facts

Project number: PW10

Primary objectives:

- Safety.
- Protect investment.
- Ensure adequate supplies.
- Reduce supply cost.
- Meet stormwater requirements.

Total construction cost: $100,000

Funding source: general obligation debt

Tax impact to homeowner: $2.06
*Annual 10-year debt service for median valued home

Priority ranking:	High priority
Project timeline:	2024
Useful life:	50 years

Future related projects:

- Village facilities master plan

Supporting plans

- Building analysis space needs study
- Strategic plan
- Comprehensive plan

Existing:

Proposed replacement:

PLAN COMMISSION MEETING OF 5/18/2021 AGENDA ITEM CSM 2021-0002

AGENDA ITEM

TO: Diane Wessel, Village Administrator
Plan Commission; Village Board

FROM: Andrew J. Vissers, Community Development Director

SUBJECT: CSM 2021-0002 – Consider/Discuss/Act on the request by Ryan Krumrie, Hager Dewick & Zuengler, S.C., Petitioner, on behalf of David Van Rite, Barbara Lautenslager, Susan Tesar, & Sharon Faeth, Owners, for approval of a 2-lot Certified Survey Map of Parcel B-2542, Generally located on the south side of Landmark Boulevard between Costco Way and Lime Kiln Road (County Highway V).

APPROVAL PROCESS: The recommendation of the Plan Commission will be forwarded to Village Board for consideration at the June 9, 2021 meeting.

STAFF RECOMMENDATION: Staff recommends approval of the proposed Certified Survey Map (CSM) subject to the following conditions:

1. Review, approval, and signature from Brown County Planning Commission.
2. All easements as required by reviewing agencies.
3. Correct the 15' Wide Stormwater Maintenance Easement on Page 1 and 3 of the CSM.
4. Provide a 15' Wide Stormwater Maintenance Easement along L5, L6, and L7.
5. Dedication of an additional 5' of ROW for Landmark Boulevard if needed by TIA.
6. Provide a 24' cross access easement between proposed Lot 1 and Proposed Lot 2 at the westernmost full access cut location on Landmark Boulevard and provide an exhibit identifying where that entrance point will be located on proposed Lot 1.
7. Provide a note that Lot 2 will be required to extend the Mutual Access easement upon development for further subdivision for the benefit of Lot 1.

APPLICATION SUBMITTAL DATE: April 26, 2021 (Original Application)

ITEM SUMMARY: The proposed Certified Survey Map (CSM) is for Parcel B-2542 or Lot 6 of the Van Rite Farms plat, generally located on the south side of Landmark Boulevard between Costco Way and Lime Kiln Road (County Highway V). This parcel was created in 2013 when the Costco development was taking place and is located within the Village of Bellevue Tax Incremental Finance District No. 1 (TID #1).

The existing parcel has a total of 18.058 acres (786,609 square feet) and currently is undeveloped. The proposal would create two lots with a smaller lot of 3.412 acres (148,607 sf) located north of the Village of Bellevue stormwater retention pond and the remaining lot being 14.441 acres (629,056 sf) likely subdivided in the future for further development.

Both the proposed lots meet the minimum space and area requirements for the PDD overlay that governs the subject property.
The proposed CSM shows and identifies a 15' wide stormwater maintenance agreement per Van Rite Farms on the north and east side of the stormwater pond. On the Van Rite Farms plat it is identified as a 15' wide stormwater maintenance easement. Staff recommends correcting the CSM to identify this area as the easement that was recorded on the Van Rite Farms plat. This 15' wide easement should follow the new lines of the pond as a portion of property was deeded back to the owners back in 2013 at the conclusion of construction of the pond. Therefore, staff recommends that the 15' wide stormwater maintenance easement continues along L5, L6 and L7 on the proposed CSM. Staff would be open to the elimination or vacation of the easement that runs through proposed Lot 1 between Costco Way and the northern iron pipe location on L5.

SURROUNDING ZONING AND LAND USES:

Subject Property: PDD – Planned Development District (Undeveloped land)

North	PDD – Planned Development District	Costco and undeveloped land
South	A-2 – Agricultural Transition District	Undeveloped land
East	A-2 – Agricultural Transition District	Undeveloped land
West	PDD – Planned Development District; B-3 – Intensive Business District	Multi-tenant commercial buildings

ACCESS/CIRCULATION:

Adjacent Streets: Landmark Boulevard – 90' Right-of-Way
Costco Way – 70' Right-of-Way
Lime Kiln Road (County Highway V) – Right-of-Way varies

Landmark Boulevard was designed with two full access points between Costco Way and Lime Kiln Road (County Highway V). Based on the proposed lot layout, Lot 1 would have access to Costco Way and access to the westernmost full access cut on Landmark Boulevard. Proposed Lot 2 would have access to the eastern most full access cut on Landmark Boulevard and some possible direct access drives (right in/right out). There is no access to Lime Kiln Road (County Highway V) permitted.

There has been recent discussion at the Village Board level regarding a request by the owners for an additional full access cut between the easternmost existing full access cut on Landmark Boulevard and Lime Kiln Road (County Highway V). Staff had concerns regarding this request and the Village Board entered into an agreement with SRF consulting to conduct a traffic analysis for the area that will include if that is a feasible request or not at their May 12, 2021 meeting. That being said, the results will not be available to the Village Board until the June 23rd meeting.

With that, there are two recommendations regarding access that staff is recommending. the first we would recommend regardless of the results of the traffic analysis. Staff recommends

that a mutual access easement be provided between proposed Lot 1 and proposed Lot 2. It is staff's belief that proposed Lot 2 will be further divided in the future and as access is limited on Landmark Boulevard for traffic flow and level of service there will need to be an interconnected access drive network to ensure ease of movement between lots without vehicles having to return to Landmark Boulevard to access an adjacent parcel. It appears the property line between the proposed parcels is offset from the location of where the full access cut lies, so with that easement an exhibit shall be provided showing the location of a 24' wide access drive from the access cut through proposed Lot 1 to the property line of proposed Lot 2 at the very least. It would make sense to extend all the way east to the other full access cut to provide a mutual benefit to both properties now as there is a chance possible proposed Lot 2 does not get subdivided. As an alternative to that, a note should be provided on the CSM indicating proposed Lot 2 shall provide a continued mutual access easement upon development for the benefit of Lot 1 in case it does not get further subdivided in the future. Ideally, we would have an overall master development plan but have not been provided with one and therefore must make decisions that might have to be adjusted later on as development starts to define how this area looks.

The second condition is that the possible addition of another full access cut may necessitate the road cross section of Landmark Boulevard to have to be changed due to traffic conflicts and circulation. Without knowing that decision or the results of the traffic analysis or the decision of the Village Board to either grant or not grant a full access cut from what was originally planned causes staff concerns. When a property is subdivided, that is a time when the local government entity that governs a roadway can request additional right-of-way to be dedicated. Landmark Boulevard is a 90' right-of-way and could accommodate a four-lane roadway cross section but it would be tight. Therefore, staff is recommending an additional 5' of Right-of-Way be dedicated on landmark Boulevard. In the future as the north side is subdivided another 5' would be requested there as well to achieve a 100' right-of-way cross section which would provide some flexibility for future road expansion if needed (as a comparison Oneida Street is a 100' ROW but lacks on street dedicated bicycle lanes which Landmark Boulevard has now). The Costco property is already developed, so that right-of-way would need to be acquired in the future if/when needed. The time is now prior to development to have sufficient right-of-way for future road needs. Based on a requested change to access points, that could accelerate the timing of needed to upgrade the road. Without that knowledge, staff is recommending including that condition. If an action that is taken or the results suggest otherwise, this condition could be waved if the CSM is not recorded or if it has, the Village could proceed with a vacation of the right-of-way if necessary.

DRAINAGE: The applicant/owner will be responsible for all drainage associated with the subject property, and for compliance with the Village of Bellevue Storm Water Ordinance. Both of the proposed Lots will be served by the regional stormwater pond located on Outlot 1.

OPPOSITION TO OR SUPPORT OF REQUEST: Staff has not received any comments either in opposition to or in support of the proposed Certified Survey Map.

ATTACHMENTS:

- Application
- Location Map

- Letter of Intent
- Proposed CSM
- Recorded Van Rite Farms Plat

Action:

VILLAGE OF BELLEVUE
A GREAT PLACE TO GROW

REQUEST FOR DEVELOPMENT APPROVALS

2828 Allouez Avenue Bellevue, WI 54311 (920) 468-5225
Fax (920) 468-4196 email: andrewv@villageofbellevue.org

Application Number: _____ Parcel Number: B-2542

Name of Owner (Individual, Corp., etc.) David Van Rite, Barbara Lautenslager, Susan Tesar and Sharon Faeth

Contact Name Sharon Faeth. Lot _____

Address N1756 North Road, Greenville WI 54942 Phone 920-757-1472

Email j-sfaeth@new.rr.com Fax _____

Name of Applicant/Contact Person (if different from Owner). Only applicant will be notified for meetings and public hearing.

Name of Contact Person Ryan Krumrie

Name of Firm/Company Hager, Dewick & Zuengler, S.C. Phone 920-430-1900

Mailing Address 200 South Washington Street Suite 200 Fax 920-430-1909

Email rkrumrie@hdz-law.com

Type of Request (check all that apply):

☐ Official Map Amendment/ADP	☐ Planned Development District	☐ Subdivision Plat Map
☐ Comp. Plan Amendment	☐ Conditional Use (Supplement "A" Req'd)	☒ Certified Survey Map
☐ Re-Zoning Request	☐ Zoning Approval (Supplement "A" Req'd)	☐ Zoning Ordinance Amd.

Address of Affected Property 1920 Landmark Blvd Current Zoning PDD-Planned Development

Owner Signature Sharon Faeth Date 4/22/21

Note: ***No request for re-zoning will be placed on the agenda without the signature of the property owner(s).***

Required Submittal Documents:

- Legal Description
- Detail Map of Area
- Letter of Intent indicating the specifics of request
- Appropriate Exhibits for processing

FOR OFFICE USE ONLY: Review Fees (check all that apply)

ADP/Official Map Amendment $350 _____	Preliminary Plat $200 +$35/lot _____	Preliminary PDD $500 _____
Conditional Use Request $350 _____	Final Plat $100 _____	Final PDD $300+ $100/M>1M _____
Certified Survey Map $175 _____	Comp. Plan Amendment $350 _____	PDD Amendments $350 _____
Rezoning Request $250 _____	Extra CSM/Plat $100 _____	Zoning Ordinance Amd. $1000 _____

Amount Paid: 175.00 Date Paid: 04/27/2021 Receipt Number: 12006357

Location Map CSM 2021-0002

Village of Bellevue, Wisconsin

VILLAGE OF BELLEVUE — A GREAT PLACE TO GROW

Map provided by the Village of Bellevue's Internal Interactive Web Mapping System

Please visit: www.villageofbellevue.org/GIS to access Bellevue's Interactive Web Mapping System.

This map is intended for advisory purposes only. The data presented has been compiled from various sources, each of which introduces varying degrees of inaccuracies or inconsistencies. Such discrepancies in data are inherent. The Village of Bellevue assumes no liability for its use or accuracy.

Date: 5/13/2021 Reference Scale: 1:0

0 0.05 0.1 mi

Legend

Site Location

April 26, 2021

RE: Letter of Intent

To: Andrew Vissers and the Village of Bellevue Plan Commission

For your consideration, please accept this preliminary Certified Survey Map for review. This Certified Survey Map is being submitted on behalf of David Van Rite, Barbara Lautenslager, Susan Tesar and Sharon Faeth, owners of the subject property located at 1920 Landmark Blvd, being parcel # B-2542.

The purpose of this land division is to create a smaller, marketable 3.412 acre parcel from the existing 17.853 acre Lot 6 of Van Rite Farms. The remaining 14.441 acres would be retained by current ownership.

On behalf of David Van Rite, Barbara Lautenslager, Susan Tesar and Sharon Faeth, Robert E. Lee & Associates would also like to formally request the proposed CSM be placed on the agenda for the May 18th Plan Commission Meeting.

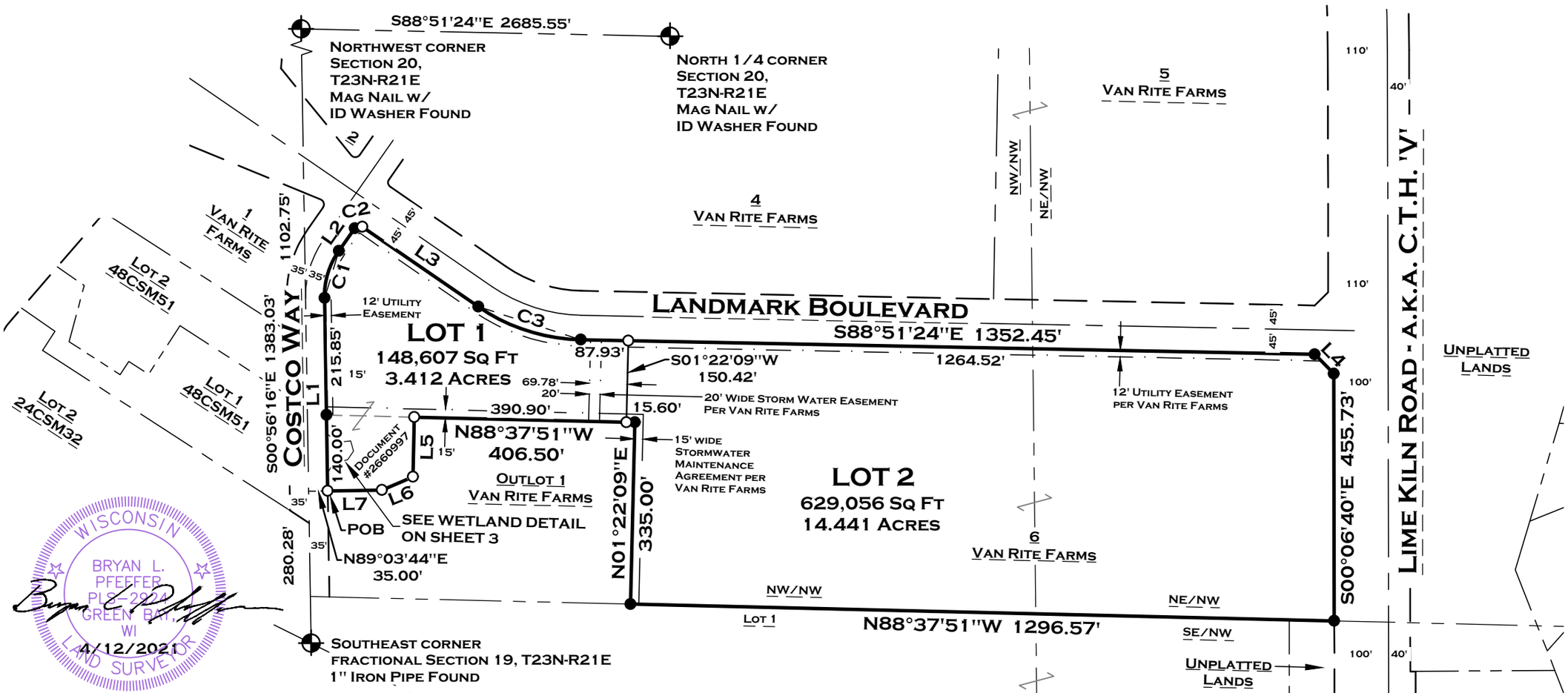
Best Regards,

Bryan Pfeffer, P.L.S.

Bryan Pfeffer, P.L.S. - Robert E. Lee & Associates, Inc.
O:920-662-9641 bpfeffer@releeinc.com

CERTIFIED SURVEY MAP

PART OF LOT 6 AND PART OF OUTLOT 1, VAN RITE FARMS, VOLUME 23, PLATS, PAGE 68, DOCUMENT NUMBER 2626868, BEING PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 AND PART OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4, SECTION 20, TOWNSHIP 23 NORTH, RANGE 21 EAST, VILLAGE OF BELLEVUE, BROWN COUNTY, WISCONSIN



BRYAN L. PFEFFER PLS-2021 GREEN BAY, WI LAND SURVEYOR

4/12/2021

SCALE: 1"= 240'

0' 120' 240' 480'

BEARINGS ARE REFERENCED TO THE BROWN COUNTY COORDINATE SYSTEM. THE WEST LINE OF SECTION 20, T23N-R21E IS RECORDED TO BEAR S00°56'16"E.

LEGEND

- ● 1" IRON PIPE FOUND
- ○ SET 1" x 18" IRON PIPE WITH CAP WEIGHING 1.38 LBS./LIN. FT.
- ⊕ RECORDED COUNTY MONUMENT
- POB POINT OF BEGINNING

NOTE: SEE LINE AND CURVE TABLE ON SHEET 2 OF 6

SHEET 1 OF 6

ROBERT E. LEE & ASSOCIATES, INC.
ENGINEERING, SURVEYING, ENVIRONMENTAL SERVICES
1250 CENTENNIAL CENTRE BOULEVARD
HOBART, WI 54155
PHONE:(920) 662-9641
INTERNET: WWW.RELEEINC.COM FAX:(920) 662-9141
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SURVEYOR'S CERTIFICATE:

I, Bryan L. Pfeffer, Professional Land Surveyor, do hereby certify that by the order and under the direction of the owners listed hereon, I have surveyed, mapped and divided part of Lot 6 and part of Outlot 1, Van Rite Farms, Volume 23, Plats, Page 68, Document Number 2626868, being part of the Northwest 1/4 OF the Northwest 1/4 and part of the Northeast 1/4 of the Northwest 1/4, Section 20, Township 23 North, Range 21 East, Village of Bellevue, Brown County, Wisconsin more fully described as follows:

Commencing at the northwest corner of said Section 20; thence S00°56'16"E, 1102.75 feet on the west line of said Section 20 to the westerly extension of the south line of lands described in Document Number 2660997, Brown County Records; thence S89°03'44"E, 35.00 feet on said south line to the east right of way of Costco Way, the POINT OF BEGINNING; thence N00°56'16"W, 355.85 feet on said east right of way; thence on said east right of way 92.13 feet on the arc of a 147.00 foot radius curve to the right, having a long chord which bears N17°01'03.5"E, 90.63 feet; thence N34°58'23"E, 51.03 feet on said east right of way; thence on said east right of way 15.64 feet on the arc of a 10.00 foot radius curve to the right, having a long chord which bears N79°46'03"E, 14.09 feet to the south right of way of Landmark Boulevard; thence S55°26'17"E, 259.23 feet on said south right of way; thence on said south right of way 201.23 feet on the arc of a 345.00 foot radius curve to the left, having a long chord which bears S72°08'50.5"E, 198.39 feet; thence S88°51'24"E, 1352.45 feet on said south right of way to the west right of way of Lime Kiln Road - a.k.a. County Trunk Highway 'V'; thence S44°29'02"E, 50.01 feet on said west right of way; thence S00°06'40"E, 455.73 feet on said west right of way to the south line of said Northeast 1/4 of the Northwest 1/4; thence N88°37'51"W, 1296.57 feet on said south line and continuing on the south line of said Northwest 1/4 of the Northwest 1/4 to the southeast corner of said Outlot 1; thence N01°22'09"E, 335.00 feet on the east line of said Outlot 1 to the northeast corner thereof; thence N88°37'51"W, 406.50 feet on the north line of said Outlot 1 to the northeast corner of said lands described in Document Number 2660997; thence S01°22'09"W, 110.00 feet on the east line of said lands to the southeast line thereof; thence S68°12'14"W, 66.19 feet on said southeast line to the south line of said lands; thence S89°03'44"W, 100.00 feet on said south line to the Point of Beginning.

Said parcel contains 777,663 square feet or 17.853 acres of land more or less subject to easements and restrictions of record.

That the within map is a true and correct representation of the exterior boundaries of the land surveyed and the division of that land and that I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes in the surveying, mapping and dividing of the same.

Dated this 12th day of April, 2021.

BRYAN L. PFEFFER PLS #2924
ROBERT E. LEE & ASSOCIATES, INC.

Line Table		
Line #	Length	Direction
L1	355.85'	N00°56'16"W
L2	51.03'	N34°58'23"E
L3	259.23'	S55°26'17"E
L4	50.01'	S44°29'02"E
L5	110.00'	S01°22'09"W
L6	66.19'	S68°12'14"W
L7	100.00'	S89°03'44"W

Curve Table							
Curve #	Delta	Radius	Length	Chord Direction	Chord Length	Tangent Bearing	Second Tangent Bearing
C1	35°54'39"	147.00'	92.13'	N17°01'03.5"E	90.63'	N34°58'23"E	N00° 56' 16"W
C2	89°35'20"	10.00'	15.64'	N79°46'03"E	14.09'	S55°26'17"E	N34° 58' 23"E
C3	33°25'07"	345.00'	201.23'	S72°08'50.5"E	198.39'	S55°26'17"E	S88° 51' 24"E

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LOT DRAINAGE RESTRICTIVE COVENANT:

The land on all side and rear lot lines of all lots shall be graded by the lot owner and maintained by the abutting property owners to provide for adequate drainage of surface water.

EROSION CONTROL NOTE:

The property owners, at the time of construction, shall implement the appropriate soil erosion control methods outlined in the Wisconsin Construction Site Erosion and Sediment Control Technical Standards (available from the Wisconsin Department of Natural Resources) to prevent soil erosion, However, if at the time of construction the Village has an adopted soil erosion control ordinance, it shall govern over this requirement. This provision applies to any grading, construction, or installation-related activities.

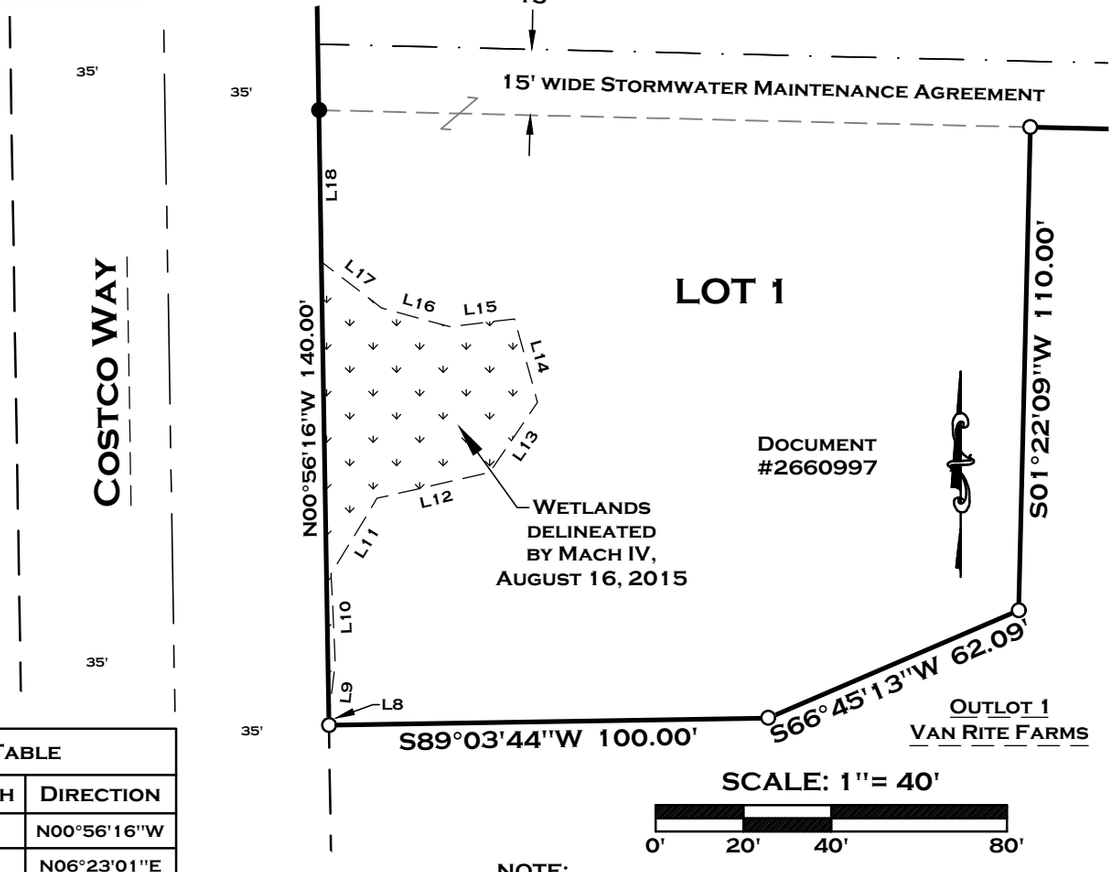
ESA RESTRICTIVE COVENANT:

Lot 1 contains an environmentally sensitive area (ESA) as defined in the Brown County Sewage Plan. The ESA includes wetlands. Development and land disturbing activities are restricted in the ESA unless amendments are approved by the Brown County Planning Commission and the Wisconsin Department of Natural Resources.

SURVEYOR'S NOTES:

Lot 1 includes wetland areas that may require permits from the Wisconsin Department of Natural Resources, Army Corp of Engineers, Brown County Planning Commission, or the Brown County Zoning Administrator's Office prior to any development activity.

WETLAND DETAIL:



Line Table		
Line #	Length	Direction
L8	1.30'	N00°56'16"W
L9	13.20'	N06°23'01"E
L10	20.07'	N02°40'51"W
L11	20.11'	N31°19'40"E
L12	26.32'	N77°00'29"E
L13	19.29'	N34°17'29"E
L14	19.67'	N15°27'30"W
L15	14.87'	S83°19'58"W
L16	16.10'	N74°36'04"W
L17	17.23'	N52°32'20"W
L18	34.51'	N00°56'16"W

NOTE:
Due to an Artificial Wetland Determination (EXE-NE-2018-5-03897) and a Nonfederal Wetland Exemption Determination (EXE-NE-2019-5-00664), the wetlands identified on Lot 6, Van Rite Farms (Document Number 2626868), meets the eligibility criteria pursuant to s. 281.36(4n), State Stat.

WISCONSIN
BRYAN L. PFEFFER
PLS-2224
GREEN BAY, WI
4/12/2021
LAND SURVEYOR

Robert E. Lee & Associates, Inc.
Engineering, Surveying, Environmental Services
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OWNER'S CERTIFICATE:

As owner, I do hereby certify that I caused the land described herein to be surveyed, mapped and divided as represented on this certified survey map. I also do further certify that this Certified Survey Map is required by s-236.34 to be submitted to the following for approval or objection:

VILLAGE OF BELLEVUE, BROWN COUNTY PLANNING COMMISSION

_____

Barbara A. Lautenslager Date

STATE OF WISCONSIN)
_____COUNTY) SS

Personally came before me this _____ day of _____, 2021, the above named to me known to be the same persons who executed the foregoing instrument and acknowledged the same.

_____

Notary Public, State of Wisconsin

(print name)_____

My commission expires:_____

OWNER'S CERTIFICATE:

As owner, I do hereby certify that I caused the land described herein to be surveyed, mapped and divided as represented on this certified survey map. I also do further certify that this Certified Survey Map is required by s-236.34 to be submitted to the following for approval or objection:

VILLAGE OF BELLEVUE, BROWN COUNTY PLANNING COMMISSION

_____

Susan M. Tesar Date

STATE OF WISCONSIN)
_____COUNTY) SS

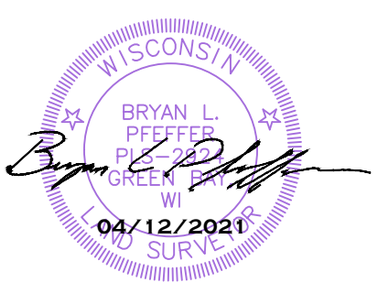
Personally came before me this _____ day of _____, 2021, the above named to me known to be the same persons who executed the foregoing instrument and acknowledged the same.

_____

Notary Public, State of Wisconsin

(print name)_____

My commission expires:_____



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OWNER'S CERTIFICATE:

As owner, I do hereby certify that I caused the land described herein to be surveyed, mapped and divided as represented on this certified survey map. I also do further certify that this Certified Survey Map is required by s-236.34 to be submitted to the following for approval or objection:

VILLAGE OF BELLEVUE, BROWN COUNTY PLANNING COMMISSION

_____

David J. Van Rite Date

STATE OF WISCONSIN)
_____COUNTY) SS

Personally came before me this _____ day of _____, 2021, the above named to me known to be the same persons who executed the foregoing instrument and acknowledged the same.

_____

Notary Public, State of Wisconsin

(print name)_____

My commission expires:_____

OWNER'S CERTIFICATE:

As owner, I do hereby certify that I caused the land described herein to be surveyed, mapped and divided as represented on this certified survey map. I also do further certify that this Certified Survey Map is required by s-236.34 to be submitted to the following for approval or objection:

VILLAGE OF BELLEVUE, BROWN COUNTY PLANNING COMMISSION

_____

Sharon A. Van Rite Date

STATE OF WISCONSIN)
_____COUNTY) SS

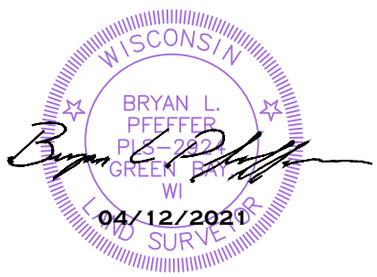
Personally came before me this _____ day of _____, 2021, the above named to me known to be the same persons who executed the foregoing instrument and acknowledged the same.

_____

Notary Public, State of Wisconsin

(print name)_____

My commission expires:_____



04/12/2021

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VILLAGE OF BELLEVUE APPROVAL CERTIFICATE:

Approved by the Village of Bellevue this_____ day of _____, 2021.

_____
Karen Simons, Director of Finance/Clerk-Treasurer

TREASURER'S CERTIFICATE:

As duly elected Brown County Treasurer, I hereby certify that the records in our office show no unredeemed taxes and no unpaid or special assessments affecting any of the lands included in this Certified Survey Map as of the date listed below.

_____
Paul Zeller Date
Brown County Treasurer

BROWN COUNTY PLANNING COMMISSION:

Approved for the Brown County Planning Commission this _____ day of _____, 2021.

_____
Cole Runge, Planning Director

WISCONSIN
BRYAN L. PFEFFER
PLS-2026
GREEN BAY WI
LAND SURVEYOR

04/12/2021

Robert E. Lee & Associates, Inc.
ENGINEERING, SURVEYING, ENVIRONMENTAL SERVICES
1250 CENTENNIAL CENTRE BOULEVARD
HOBART, WI 54155 PHONE:(920) 662-9641
INTERNET: WWW.RELEEINC.COM FAX:(920) 662-9141

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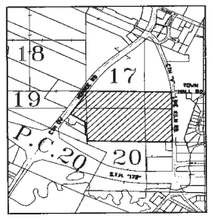
THIS IS AN UNOFFICIAL COPY OF A DOCUMENT RECORDED IN THE REGISTER OF DEEDS OFFICE.

VAN RITE FARMS

PART OF FRACTIONAL SECTION 19, AND PART OF THE NW 1/4–NW 1/4 AND THE NE 1/4– NW 1/4, SECTION 20, TOWNSHIP 23 NORTH, RANGE 21 EAST, VILLAGE OF BELLEVUE, BROWN COUNTY, WISCONSIN.

GRAEF
1150 Springhurst Drive,
Suite 201
Green Bay, WI 54304-5950
920 / 592 9440
920 / 592 9445 fax
www.graef-usa.com

SHEET NUMBER: 1/2
REVISED 04-03-13



LOCATION SKETCH

ALL BEARINGS ARE REFERENCED TO THE NORTH LINE OF THE NORTHWEST 1/4 OF SECTION 20, T.23N., R.21E., WHICH BEARS S 88°51'24" E, AND IS REFERENCED TO WISCONSIN COUNTY COORDINATE SYSTEM, BROWN COUNTY.

0 50' 100'

NW CORNER FRACTIONAL SECTION 19 T.23N., R.21E. N=547,121.29 E=103,834.42 FOUND CONCRETE MONUMENT

NW CORNER SECTION 20 T.23N., R.21E. N=547,101.24 E=106,621.75 FOUND MAG NAIL

N 1/4 CORNER SECTION 20 T.23N., R.21E. N=547,047.65 E=109,306.77 FOUND MAG NAIL

S 89°35'36" E 2,787.40'

S 88°51'24" E 48.79'

S 88°51'24" E 731.52'

UNPLATTED LANDS

NORTH LINE NW1/4 S 88°51'24" E 2,685.56'

S 88°51'24" E 1,905.25'

SW 1/4-SW 1/4 SEC. 17

SE 1/4-SW 1/4 SEC. 17

"FUTURE 90' PUBLIC STREET"

TOWN HALL ROAD "DEDICATED TO THE PUBLIC"

UNPLATTED LANDS

394.79'

84.27'

388.82'

C 17 269.60'

113.00'

1,037.37'

N 88°51'24" W 768.36'

42,884 SQ. FT. (0.984 AC.)

655.36'

C22 54.37'

C 30

C 10

C 21 196.21'

462.54'

1,053.74'

S 00°06'40" E

LIME KILN ROAD (CTH V)

UNPLATTED LANDS

MONROE ROAD (CTH GV)

N 34°43'30" E 715.18'

UNPLATTED LANDS

25' WIDE EXISTING SANITARY SEWER EASEMENT

12' UTILITY EASEMENT

30' FRONT YARD SETBACK

WETLAND BOUNDARY

1 67,885 SQ. FT. (1.559 AC.)

2 61,216 SQ. FT. (1.405 AC.)

3 64,822 SQ. FT. (1.488 AC.)

4 675,610 SQ. FT. (15.510 AC.)

5 459,777 SQ. FT. (10.555 AC.)

6 786,609 SQ. FT. (18.058 AC.)

332,051 SQ. FT. (7.623 AC.)

N 14°15'22" E 332.25'

98.91'

N 54°56'48" W 292.96'

N 38°56'12" W 205.70'

C 25

265.25'

312.72'

N 34°58'23" E 577.97'

N 34°58'23" E 651.02'

COSTCO WAY "DEDICATED TO THE PUBLIC"

NW 1/4-NW 1/4 SEC. 20

NE 1/4-NW 1/4 SEC. 20

S 50°08'00" E 197.12'

S 67°31'27" E 267.48'

C 24

N 35°26'17" W 258.44'

C 19 148.73'

C 26

S 34°58'23" W 48.55'

N 57°03'44" W (REC. AS N 58°24'35" W 443.40')

401.32'

443.48'

136.01'

C 16

92.13'

C 20

C 27

N 34°58'23" E 259.23'

S 35°26'17" E 215.85'

758.70'

676.55'

677.59'

S 1°08'36" W

LANDMARK BOULEVARD "DEDICATED TO THE PUBLIC"

N 88°51'24" W 1,435.25'

S 88°51'24" E 1,437.66'

C 29

C 28

C 18 201.23'

51.03'

20.00'

18.14'

15.85'

30' FRONT YARD SETBACK

12' UTILITY EASEMENT

20' WIDE STORM SEWER EASEMENT

WETLAND BOUNDARY

LOT 2 C.S.M. NO. 7091 VOL. 48, P. 51

LOT 1 C.S.M. NO. 7091 VOL. 48, P. 51

FRACTIONAL SEC. 19

LOT 2 C.S.M. NO. 4017 VOL. 24, P. 32

S 0°56'16" E 59.63'

42.16'

1,383.03'

N 0°56'16" W 466.59'

551.12'

EXISTING DEDICATED R/W UNMARKED

N 0°56'16" W

N 0°56'16" W

WEST LINE NW1/4

335.27'

S 88°37'51" E 568.50'

OUTLOT 1 188,186 SQ. FT. (4.320 AC.)

"DEDICATED TO THE PUBLIC FOR PURPOSES OF A REGIONAL STORMWATER POND"

15' WIDE STORMWATER MAINTENANCE EASEMENT

S 1°22'09" W 335.00'

"FUTURE 70' PUBLIC STREET"

35.03'

555.00'

1,356.59'

N 88°37'51" W 1,911.59'

1,946.62'

"SEE RESTRICTIONS SHEET 2"

481.17'

NOTE:
THE LOTS OF THIS SUBDIVISION ARE ZONED B-3 PUD.

FRONT BUILDING SETBACK IS 30 FEET.

SIDEYARD SETBACK IS 10 FEET.
REAR YARD SETBACK IS 20 FEET.

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis Stats. as provided by s. 236.12, Wis. Stats.

Certified April 12th, 2013

Department of Administration

N 63°28'08" W 3,140.70'

SE CORNER OF FRACTIONAL SECTION 19 T.23N., R.21E. N=545,718.39 E=106,644.38 FOUND 1" IRON PIPE

N 00°56'16" W 86.42'

UNPLATTED LANDS

GOV'T LOT 1 SEC. 20

N 63°27'12" W 491.21'

PRIVATE CLAIM 20

NE CORNER PRIVATE CLAIM 20 T.23N., R.21E. N=545,496.18 E=107,089.17 FOUND 1" IRON PIPE

CURVE DATA:

CURVE	LOT	LENGTH	RADIUS	DELTA	CHORD LENGTH	CHORD BEARING	TANGENT BEARINGS	
10	5-TOWN HALL	250.58'	2824.93'	5°04'56"	250.49'	S 2°39'08" E	S 5°11'36" E	S 0°06'40" E
21	5	196.21'	2824.93'	3°58'48"	196.17'	N 2°06'03"W	N 0°06'40" W	------
22	TOWN HALL	54.37'	2824.93'	1°06'10"	54.36'	N 4°38'32" W	------	------
15	6	136.01'	917.00'	8°29'59"	135.89'	S 17°01'03.5" W	S 21°16'03" W	S 17°01'03.5" W
20	6	92.13'	147.00'	35°54'39"	90.63'	N 17°01'03.5" E	N 34°58'23" E	N 17°01'03.5" E
17	4	269.60'	600.00'	19°18'32"	268.14'	S 7°01'20.08" E	S 65°19'52" E	S 7°01'20.08" E
18	6	201.23'	345.00'	33°25'07"	198.38'	S 17°08'50.5" E	S 55°26'17" E	S 34°58'23" E
19	4	148.73'	255.00'	33°25'07"	146.63'	N 17°08'50.5" W	N 88°51'24" W	N 55°26'17" W
24	4	15.78'	10.00'	90°24'40"	14.19'	N 10°13'57" W	N 34°58'23" E	N 34°58'23" E
25	4	15.59'	10.00'	106°05'25"	15.98'	S 88°01'06" W	S 34°58'23" W	S 34°58'23" W
26	1	17.89'	10.00'	102°29'50"	15.60'	S 16°16'32" E	S 67°31'27" E	S 34°58'23" W

CURVE DATA:

CURVE	LOT	LENGTH	RADIUS	DELTA	CHORD LENGTH	CHORD BEARING	TANGENT BEARINGS	
27	6	15.64'	10.00'	89°35'20"	14.09'	N 79°46'03" E	N 34°58'23" E	S 55°26'17" E
28	6	15.45'	10.00'	88°44'44"	13.96'	S 44°29'02" E	S 89°51'24" E	S 0°06'40" E
29	5	15.93'	10.00'	91°15'16"	14.30'	N 45°30'58" E	S 89°51'24" E	N 0°06'40" W
30	5	14.79'	10.00'	84°45'57"	13.48'	N 46°28'25.5" W	------	N 88°51'24" W

LEGEND

- NO ACCESS TO HIGHWAY
- 30' FRONT YARD SETBACK
- VISION CORNER
- EASEMENT LINE–SEE MAP FOR TYPE AND WIDTH
- WETLANDS
- EXISTING ¾" REBAR FOUND
- EXISTING 1.315" O.D. ROUND IRON PIPE FOUND
- EXISTING CHISELED 'X' FOUND
- EXISTING MAGNAIL FOUND
- 1¼" X 18" REBAR SET WEIGHING 4.30 LBS./LINEAL FT.
- BROWN COUNTY SECTION CORNER
- 1.315" O.D. X 18" ROUND IRON PIPE, WEIGHING 1.68 LBS. PER LINEAL FOOT, SET AT ALL OTHER LOT CORNERS

SE 1/4-NW 1/4 SEC. 20

UNPLATTED LANDS

REGISTER'S OFFICE
Brown Co., Wis
Received for record the 8th day of May A.D. 2013 at 2:44 o'clock P M. and recorded in Vol 23 of Plats on page 68-69

Register of deeds

WISCONSIN MICHAEL C. JENSEN S-1746 WAUPACA WI LAND SURVEYOR

4-15-13

MICHAEL C. JENSEN, S-1746
REGISTERED WISCONSIN LAND SURVEYOR

THIS IS AN UNOFFICIAL COPY OF A DOCUMENT RECORDED IN THE REGISTER OF DEEDS OFFICE.

VAN RITE FARMS

PART OF FRACTIONAL SECTION 19, AND PART OF THE NW 1/4–NW 1/4 AND THE NE 1/4– NW 1/4, SECTION 20, TOWNSHIP 23 NORTH, RANGE 21 EAST, VILLAGE OF BELLEVUE, BROWN COUNTY, WISCONSIN.

GRĀEF

1150 Springhurst Drive,
Suite 201
Green Bay, WI 54304-5950
920 / 592 9440
920 / 592 9445 fax
www.graef-usa.com
SHEET NUMBER: 2/2
REVISED 04-03-13

SURVEYOR'S CERTIFICATE:

I, MICHAEL C. JENSEN, REGISTERED LAND SURVEYOR, DO CERTIFY THAT I HAVE SURVEYED, DIVIDED, AND MAPPED PART OF FRACTIONAL SECTION 19, AND PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER AND THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER, SECTION 20, TOWNSHIP 23 NORTH, RANGE 21 EAST, VILLAGE OF BELLEVUE, BROWN COUNTY, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 20; THENCE SOUTH 88°51'24" EAST ALONG THE NORTH LINE OF SAID NORTHWEST QUARTER, 48.79 FEET TO THE EXISTING SOUTHEASTERLY RIGHT-OF-WAY LINE OF MONROE ROAD (CTH GV), THE POINT OF BEGINNING;

THENCE CONTINUING SOUTH 88°51'24" EAST ALONG SAID NORTH LINE, 1,905.25 FEET TO THE EXISTING WESTERLY CURVED RIGHT-OF-WAY LINE OF LIME KILN ROAD (CTH V); THENCE SOUTHERLY ALONG SAID CURVED RIGHT-OF-WAY LINE, CONCAVE TO THE RIGHT, 250.58 FEET (HAVING A CHORD BEARING AND LENGTH OF SOUTH 02°39'08" EAST, 250.49 FEET AND A RADIUS LENGTH OF 2,824.93 FEET) TO THE END OF SAID CURVE; THENCE SOUTH 00°06'40" EAST ALONG SAID EXISTING LIME KILN ROAD (CTH V) RIGHT-OF-WAY LINE, 1,053.74 FEET TO THE SOUTH LINE OF SAID NORTHEAST QUARTER OF NORTHWEST QUARTER OF SECTION 20; THENCE NORTH 88°37'51" WEST ALONG SAID SOUTH LINE OF THE NORTHEAST QUARTER OF NORTHWEST QUARTER AND CONTINUING ALONG THE SOUTH LINE OF SAID NORTHWEST QUARTER OF NORTHWEST QUARTER OF SECTION 20, 1,946.62 FEET TO THE WEST LINE OF SAID SECTION 20; THENCE NORTH 00°56'16" WEST ALONG SAID WEST LINE, 466.59 FEET TO THE NORTHEAST CORNER OF LOT 2 OF CSM #7091, AS RECORDED IN VOLUME 48 OF BROWN COUNTY CERTIFIED SURVEY MAPS, PAGE 51; THENCE NORTH 57°03'44" WEST ALONG THE NORTHEASTERLY LINE OF SAID LOT 2, 443.48 FEET (RECORDED AS NORTH 58°24'35" WEST, 443.40 FEET) TO THE NORTHWEST CORNER OF SAID LOT 2 ON THE EXISTING SOUTHEASTERLY RIGHT-OF-WAY LINE OF SAID MONROE ROAD; THENCE NORTH 34°43'30" EAST ALONG SAID RIGHT-OF-WAY LINE, 715.18 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 61.502 ACRES (2,679,040 SQUARE FEET) MORE OR LESS, WHICH INCLUDES 8.607 ACRES (374,935 SQUARE FEET) OF DEDICATED STREET RIGHT-OF-WAY.

THAT I HAVE MADE SUCH SURVEY, MAP, AND LAND DIVISION AS SHOWN HEREON, UNDER THE DIRECTION OF CLOVER VENTURE LIMITED PARTNERSHIP, DAVID J. VAN RITE AND SUSAN M. TESAR, BARBARA A. LAUTENSLAGER, SHARON A. VAN RITE, AND AGNES T. VAN RITE, THE OWNERS OF SAID LANDS.

THAT I HAVE COMPLIED WITH THE PROVISIONS OF CHAPTER 236 OF THE WISCONSIN STATUTES, THE VILLAGE OF BELLEVUE SUBDIVISION AND PLATTING ORDINANCE, AND THE BROWN COUNTY LAND DIVISION AND SUBDIVISION ORDINANCE.

THAT THE WITHIN MAP IS A CORRECT REPRESENTATION OF ALL EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE LAND DIVISION MADE THEREOF.

Michael C. Jensen 4-15-13

MICHAEL C. JENSEN, S-1746
REGISTERED WISCONSIN LAND SURVEYOR

WISCONSIN — MICHAEL C. JENSEN S-1746 WAUPACA, WI — LAND SURVEYOR

RESTRICTIVE COVENANTS:

THE LAND ON ALL SIDE AND REAR LOT LINES OF ALL LOTS SHALL BE GRADED BY THE PROPERTY OWNER AND MAINTAINED BY ABUTTING PROPERTY OWNERS TO PROVIDE FOR ADEQUATE DRAINAGE OF SURFACE WATER.

EACH LOT OWNER SHALL GRADE THE PROPERTY TO CONFORM TO THE ADOPTED SIDEWALK GRADE ELEVATION AND MAINTAIN SAID ELEVATION FOR FUTURE SIDEWALKS.

NO POLES, PEDESTALS OR BURIED CABLE ARE TO BE PLACED SO AS TO DISTURB ANY SURVEY STAKE OR OBSTRUCT VISION ALONG ANY LOT LINES OR STREET LINE. A DISTURBACE OF A SURVEY STAKE IS A VIOLATION OF SECTION 236.32 OF THE WISCONSIN STATUTES.

THE PROPERTY OWNERS, AT THE TIME OF CONSTRUCTION, SHALL IMPLEMENT THE APPROPRIATE SOIL EROSION CONTROL METHODS OUTLINED IN "WISCONSIN CONSTRUCTION SITE BEST MANAGEMENT PRACTICE HANDBOOK" (AVAILABLE FROM THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES) TO PREVENT SOIL EROSION. HOWEVER, IF AT THE TIME OF CONSTRUCTION THE VILLAGE HAS AN ADOPTED SOIL EROSION CONTROL ORDINANCE, IT SHALL GOVERN OVER THIS REQUIREMENT. THIS PROVSION APPLIES TO ANY GRADING, CONSTRUCTION, OR INSTALLATION-RELATED ACTIVITIES.

STORM WATER DRAINAGE WITHIN LOT 6, INCLUDING ANY FUTURE DIVISION OR DEVELOPMENT OF LOT 6, SHALL BE DRAINED DIRECTLY TO OUTLOT 1, WHICH IS DEDICATED TO THE PUBLIC FOR THE PURPOSES OF A REGIONAL STORMWATER POND. STORM WATER DRAINAGE PLAN FOR LOT 6 MUST BE APPROVED BY THE VILLAGE OF BELLEVUE.

OWNER'S CERTIFICATE OF DEDICATION

AS OWNERS, WE HEREBY CERTIFY THAT WE CAUSED THE LAND DESCRIBED ON THIS PLAT TO BE SURVEYED, DIVIDED, MAPPED, AND DEDICATED AS REPRESENTED ON THIS PLAT. WE FURTHUR CERTIFY THAT THIS PLAT IS REQUIRED BY S.236.10 OR s.236.12 TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION:

1. VILLAGE OF BELLEVUE
2. BROWN COUNTY
3. DEPARTMENT OF ADMINISTRATION
4. WISCONSIN DEPARTMENT OF TRANSPORTATION

DATED THIS 16 DAY OF April, 2013.

CLOVER VENTURE LIMITED PARTNERSHIP, A WISCONSIN LIMITED PARTNERSHIP

Agnes T. Van Rite
AGNES T. VAN RITE- AUTHORIZED MANAGER

David J. Van Rite
DAVID J. VAN RITE

Susan M. Tesar
SUSAN M. TESAR

Barbara A. Lautenslager
BARBARA A. LAUTENSLAGER

Sharon A. Faeth
SHARON A. FAETH

CORPORATE NOTARY
STATE OF WISCONSIN)
)SS
BROWN COUNTY)

PERSONALLY CAME BEFORE ME ON THE 16 DAY OF April, 2013, Agnes T. Van Rite PRESIDENT, AND _____ SECRETARY OF THE ABOVE NAMED PARTERSHIP, TO ME TO BE THE PERSONS WHO EXECUTED THE FOREGOING INSTRUMENT, AND TO ME KNOWN TO BE SUCH PRESIDENT AND SECRETARY OF SAID PARTNERSHIP, AND ACKNOWLEDGED THAT THEY EXECUTED THE FOREGOING INSTRUMENT AS SUCH OFFICERS AS THE DEED OF SAID PARTNERSHIP, BY ITS AUTHORITY.

Michelle Du Chateau
NOTARY PUBLIC

Brown County, WISCONSIN

MY COMMISION EXPIRES 3/12/17

MICHELLE DU CHATEAU NOTARY PUBLIC STATE OF WISCONSIN

PRIVATE NOTARY
STATE OF WISCONSIN)
)SS
BROWN COUNTY)

PERSONALLY CAME BEFORE ME ON THE 16 DAY OF April, 2013, THE ABOVE NAMED INDIVIDUALS, TO ME KNOWN TO BE THE SAME PERSONS WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THE SAME.

Michelle Du Chateau
NOTARY PUBLIC

Brown County, WISCONSIN

MY COMMISSION EXPIRES 3/12/17

MICHELLE DU CHATEAU NOTARY PUBLIC STATE OF WISCONSIN

BROWN COUNTY PLANNING COMMISSION CERTIFICATE

APPROVED FOR THE BROWN COUNTY PLAN COMMISSION THIS 08th DAY OF May, 2013.

Peter Schleinz
PETER SCHLEINZ
SENIOR PLANNER

BROWN COUNTY PLANNING COMMISSION SEAL

VILLAGE BOARD RESOLUTION

RESOLVED THAT A PLAT KNOWN AS "VAN RITE FARMS", WHICH HAS BEEN DULY FILED FOR APPROVAL OF THE VILLAGE OF BELLEVUE, BROWN COUNTY WISCONSIN, BE AND IS HEREBY APPROVED AS REQUIRED BY CHAPTER 236, WISCONSIN STATUTES.

I HEREBY CERTIFY THAT THIS IS A TRUE AND CORRECT COPY OF A RESOLUTION ADOPTED BY THE VILLAGE BOARD OF BELLEVUE ON THIS 15th DAY OF April, 20 13.

Karen M. Simons
KAREN SIMONS
BELLEVUE VILLAGE CLERK

BELLEVUE VILLAGE TREASURER'S CERTIFICATE

AS DULY ELECTED BELLEVUE VILLAGE TREASURER, I HEREBY CERTIFY THAT THE RECORDS IN OUR OFFICE SHOW NO UNREDEEMED TAXES AND NO UNPAID OR SPECIAL ASSESSMENTS AFFECTING ANY OF THE LANDS INCLUDED IN THIS PLAT AS OF THE DATES LISTED BELOW.

Karen M. Simons 4/14/13
KAREN SIMONS DATE
BELLEVUE TREASURER

BROWN COUNTY TREASURER'S CERTIFICATE

AS DULY ELECTED BROWN COUNTY TREASURER, I HEREBY CERTIFY THAT THE RECORDS IN OUR OFFICE SHOW NO UNREDEEMED TAXES AND NO UNPAID TAXES OR SPECIAL ASSESSMENTS AFFECTING ANY OF THE LANDS INCLUDED IN THIS PLAT AS OF THE DATES LISTED BELOW.

Kerry M Blaney 5-8-13
KERRY M. BLANEY DATE
BROWN COUNTY TREASURER

KERRY M. BLANEY TREASURER BROWN COUNTY WISCONSIN

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis Stats. as provided by s. 236.12, Wis. Stats.

Certified April 12th, 20 13

Bernie M. Dorn
Department of Administration

PLAN COMMISSION MEETING OF 6/2/2021 AGENDA ITEM CSM 2021-0003

AGENDA ITEM

TO: Diane Wessel, Village Administrator
Plan Commission; Village Board

FROM: Andrew J. Vissers, Community Development Director

SUBJECT: CSM 2021-0003 - Consider/Discuss/Act on the request by Ryan Van Straten, Alliance Management, Petitioner, on behalf of Robert J & Erin M Hoekstra, Owners, for approval of a 2-Lot Certified Survey Map (CSM) of Parcel B-296 located generally on the north side of Hoffman Road (County Highway XX) and west of Bellevue Street (County Highway XX).

APPROVAL PROCESS: The recommendation of the Plan Commission will be forwarded to Village Board for consideration at the June 9, 2021 meeting.

STAFF RECOMMENDATION: Staff recommends approval of the proposed Certified Survey Map (CSM) subject to the following conditions:

1. Review, approval, and signature from Brown County Planning Commission.
2. All easements as required by reviewing agencies.
3. Identify a 12' utility easement along the road frontages for Lot 1 and Lot 2.
4. Identify the required front yard setbacks for proposed Lot 1 and Lot 2 from adjacent streets.
5. Change the title block from "Village of Bellevue Resolution" to "Certificate of Village of Bellevue".
6. Add all the standard Notes and Restrictive Covenants to the Certified Survey Map (CSM).
7. All new driveways will require approval from the Brown County Highway Department when connecting to a County facility. A note shall be added to the proposed Certified Survey Map to that condition.
8. A copy of the recorded document shall be provided to the Village of Bellevue electronically by the applicant.

APPLICATION SUBMITTAL DATE: May 24, 2021 (Original Application)

ITEM SUMMARY: The proposed Certified Survey Map (CSM) is for Parcel B-296 generally located on the north side of Hoffman Road (County Highway XX) and west of Bellevue Street (County Highway XX). This parcel was included in the PDD – Planned Development District that was approved by the Village of Bellevue for the Crystal Lake expansion project (see PDD 2021-0007).

The existing parcel has a total of 21.82 acres (950,579 square feet) and currently is undeveloped outside of a single-family residence on the eastern side. The proposal would create two lots with a smaller lot (proposed Lot 1) at 1.225 acres (53,369 sf) located on the

eastern side of the parcel and containing the single-family dwelling. Lot 2 is proposed to be 20.597 acres (897,210 sf) and will be incorporated into the associated plat (see Plat 2021-0002) for the overall development of the Crystal lake Apartments expansion. The reason that they are requesting a Certified Survey Map as well as pursuing a plat is that they need to close on the property and in order to do so, the existing residence needs to be separated. the platting process will take to long for them to meet that deadline, so the CSM will be recorded in order to complete the land sale and the plat will be recorded after Final approval layout out the lots as per the approved Planned Development District (PDD).

There are a number of items missing from the Certified Survey Map (CSM) that will need to be added or corrected such as standard notes and restrictive covenants, correction of title blocks and setback and utility easements. Previous CSM's recorded in the area show the 12' utility easement as well as a 35' front building setback line. Those as well as other requirements have been identified in the conditions of approval recommended by staff.

SURROUNDING ZONING AND LAND USES:

Subject Property: PDD – Planned Development District (Single-family dwelling and undeveloped land)

North	PDD – Planned Development District	Crystal Lake Apartments
South	R-1 – Single-Family Residential District and PDD – Planned Development District	Single-family dwellings and undeveloped land
East	R-1 – Single-Family Residential District and R-2 – Two-Family Residential District	Single-family and two-family dwellings
West	P – Public Use District	Undeveloped land

ACCESS/CIRCULATION:

Adjacent Streets: Hoffman Road (County Highway XX) – 80' Right-of-Way
Bellevue Street (County Highway XX) – 80' Right-of-Way

Discussion: Proposed Lot 1 will continue to take access off of Bellevue Street (County Highway XX). Proposed Lot 2 will be further subdivided (see Plat 2021-0002) with the multi-family component taking its main access off of Bellevue Street (County Highway XX) where the existing main entrance to Crystal Lake Apartments is and an emergency access off of Hoffman Road (County Highway XX) while the single-family dwellings will have driveway access to Hoffman Road. All new driveways will require approval from the Brown County Highway Department when connecting to a County facility.

DRAINAGE: The applicant/owner will be responsible for all drainage associated with the subject property, and for compliance with the Village of Bellevue Storm Water Ordinance.

OPPOSITION TO OR SUPPORT OF REQUEST: Staff has not received any comments either in opposition to or in support of the proposed Certified Survey Map.

ATTACHMENTS:

- Application
- Location Map
- Letter of Intent
- Proposed CSM
- Staff Comment Sheets

Action:

REQUEST FOR DEVELOPMENT APPROVALS

2828 Allouez Avenue Bellevue, WI 54311 (920) 468-5225
Fax (920) 468-4196 email: andrewv@villageofbellevue.org

Application Number:_____ Parcel Number: B-296 and B-300

Name of Owner (Individual, Corp., etc.) Robert J Hoekstra and Erin M Hoekstra

Contact Name Ryan Van Straten - Alliance Management Lot B-296 and B-300

Address 1530 Crystal Lake Circle Green Bay, WI 54311 Phone 920.562.1481

Email Ryan@alliancewi.com Fax _____

Name of Applicant/Contact Person (if different from Owner). Only applicant will be notified for meetings and public hearing.
Name of Contact Person Ryan Van Straten

Name of Firm/Company Alliance Management Phone 920.562.1481

Mailing Address 1530 Crystal Lake Circle Green Bay, WI 54311 Fax _____

Email Ryan@alliancewi.com

Type of Request (check all that apply):

☐Official Map Amendment/ADP	☐Planned Development District	☐Subdivision Plat Map
☐Comp. Plan Amendment	☐Conditional Use (Supplement "A" Req'd)	☒Certified Survey Map
☐Re-Zoning Request	☐ Zoning Approval (Supplement "A" Req'd)	☐Zoning Ordinance Amd.

Address of Affected Property 2526 Bellevue St Current Zoning R-1, A-2, and R-2

Owner Signature Date 5/21/21

Note: ***No request for re-zoning will be placed on the agenda without the signature of the property owner(s).***

Required Submittal Documents:

- Legal Description
- Detail Map of Area
- Letter of Intent indicating the specifics of request
- Appropriate Exhibits for processing

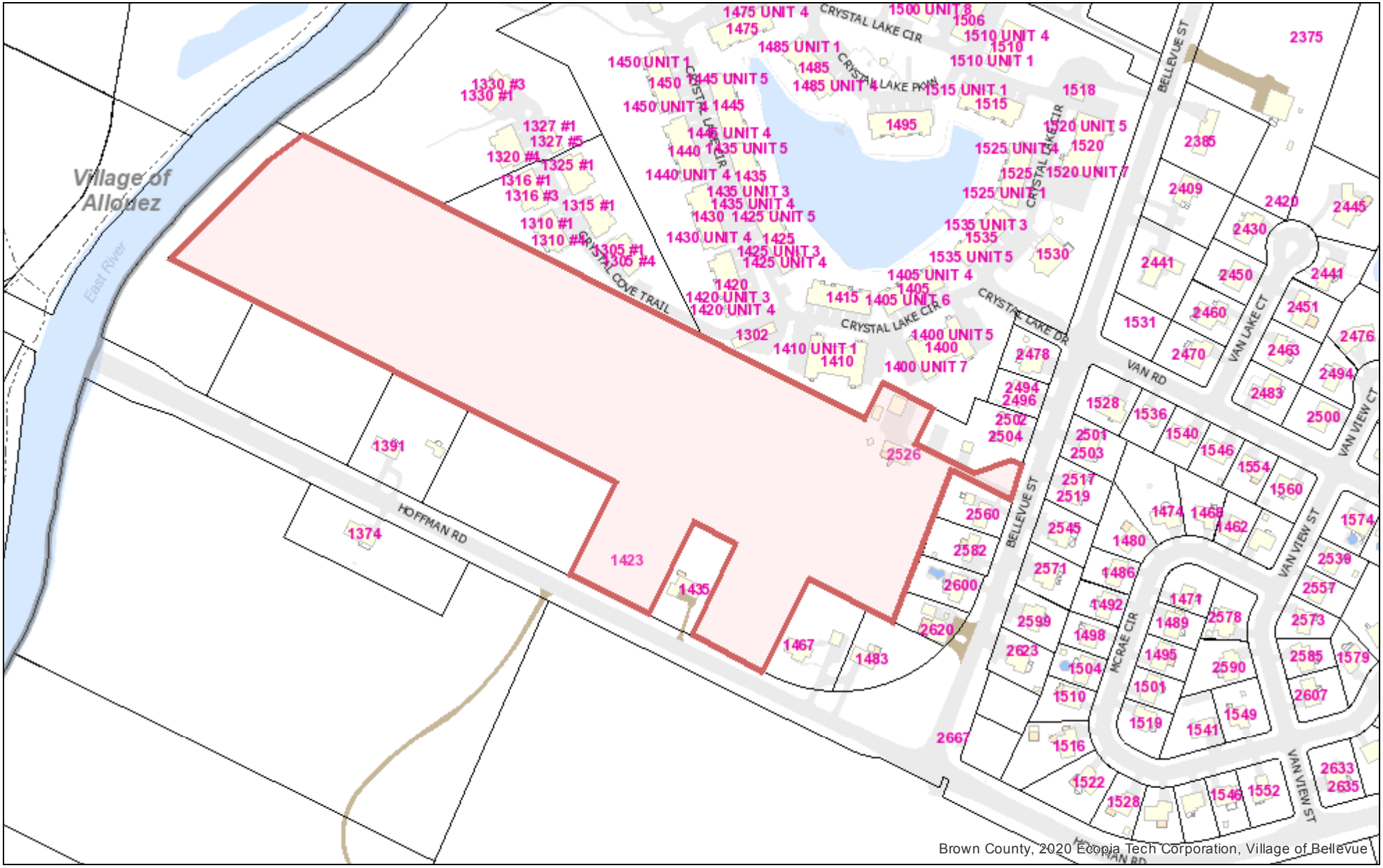
FOR OFFICE USE ONLY: Review Fees (check all that apply)

ADP/Official Map Amendment $350_____	Preliminary Plat $200 +$35/lot_____	Preliminary PDD $500 _____
Conditional Use Request $350 _____	Final Plat $100_____	Final PDD $300+ $100/M>1M_____
Certified Survey Map $175 _____	Comp. Plan Amendment $350_____	PDD Amendments $350 _____
Rezoning Request $250 _____	Extra CSM/Plat $100 _____	Zoning Ordinance Amd. $1000_____

Amount Paid: _____ Date Paid: _____ Receipt Number: _____

Location Map CSM 2021-0003

Village of Bellevue, Wisconsin



VILLAGE OF BELLEVUE — A GREAT PLACE TO GROW

Map provided by the Village of Bellevue's Internal Interactive Web Mapping System

Please visit: www.villageofbellevue.org/GIS to access Bellevue's Interactive Web Mapping System.

This map is intended for advisory purposes only. The data presented has been compiled from various sources, each of which introduces varying degrees of inaccuracies or inconsistencies. Such discrepancies in data are inherent. The Village of Bellevue assumes no liability for its use or accuracy.

Date: 5/27/2021 Reference Scale: 1:0

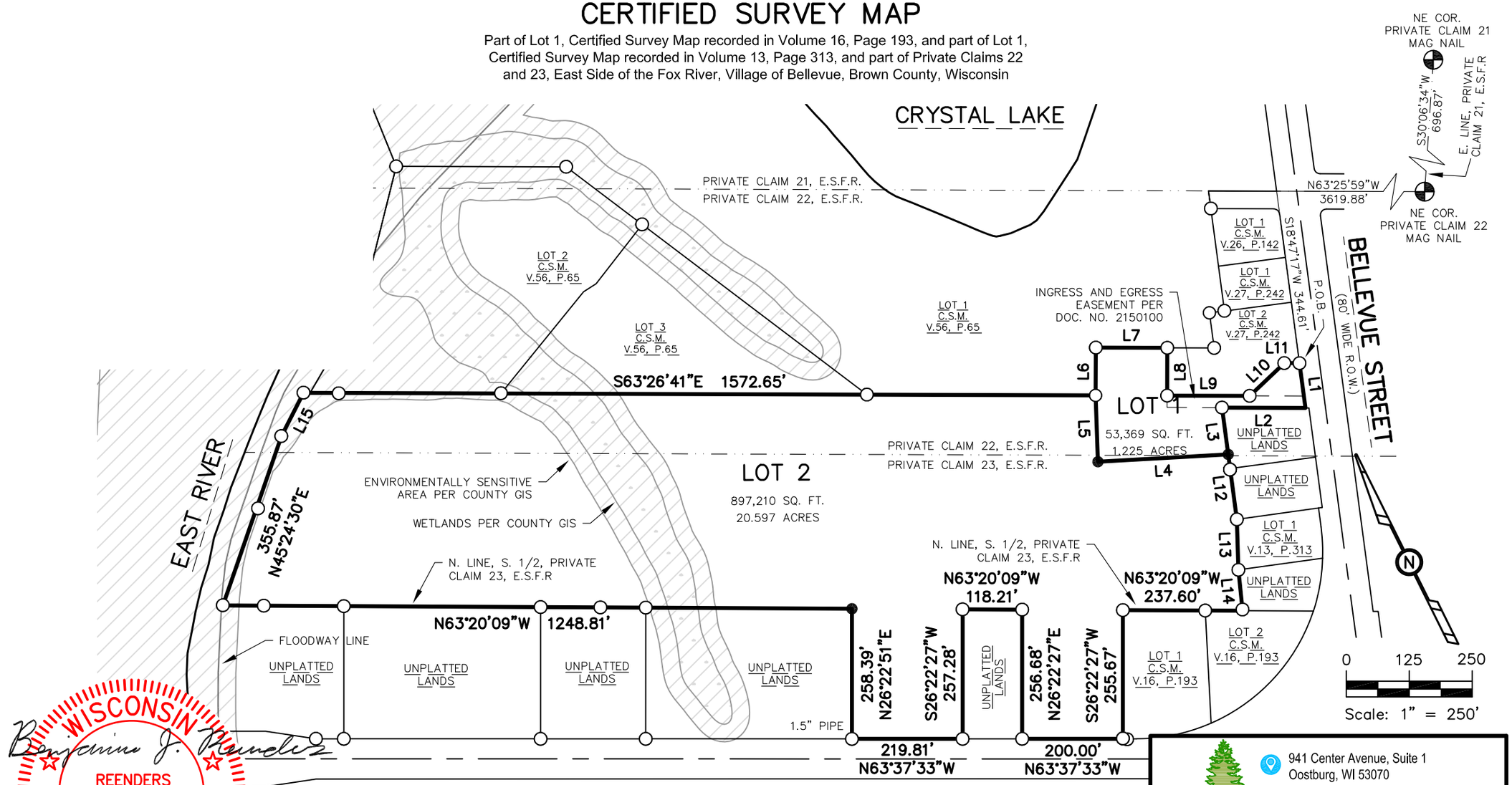
0 0.05 0.1 mi

Legend

Site Location

CERTIFIED SURVEY MAP

Part of Lot 1, Certified Survey Map recorded in Volume 16, Page 193, and part of Lot 1, Certified Survey Map recorded in Volume 13, Page 313, and part of Private Claims 22 and 23, East Side of the Fox River, Village of Bellevue, Brown County, Wisconsin



WISCONSIN
REENDERS
S-3114
OOSTBURG
WIS.
5/21/2021
LAND SURVEYOR

Benjamin J. Reenders

This instrument was drafted by Benjamin J. Reenders.

LEGEND

- ● = Set 3/4"x18" Rebar min. 1.13 lbs. per foot
- ○ = Found 1" Iron Pipe (Unless noted)
- ◒ = Section Corner Monument

NOTES:

OWNER AND SUBDIVIDER:
ROBERT AND ERIN HOEKSTRA

BEARINGS ARE REFERENCED TO THE EAST LINE OF PRIVATE CLAIM 21, EAST SIDE OF THE FOX RIVER AS MONUMENTED, AS BEING S30°06'34"W PER THE BROWN COUNTY COORDINATE SYSTEM

941 Center Avenue, Suite 1
Oostburg, WI 53070
920-547-0599
CEDAR CREEK SURVEYING, LLC
www.cedarcreeksurveying.com

FILE No.: 2020130 DATE: 5/21/2021 SHEET: 1 OF 3

CERTIFIED SURVEY MAP

Part of Lot 1, Certified Survey Map recorded in Volume 16, Page 193, and part of Lot 1, Certified Survey Map recorded in Volume 13, Page 313, and part of Private Claims 22 and 23, East Side of the Fox River, Village of Bellevue, Brown County, Wisconsin

SURVEYOR'S CERTIFICATE

I, Benjamin J. Reenders, Professional Land Surveyor, hereby certify:

That I have surveyed, divided and mapped part of Lot 1, Certified Survey Map recorded in Volume 16, Page 193, and part of Lot 1, Certified Survey Map recorded in Volume 13, Page 313, and part of Private Claims 22 and 23, East Side of the Fox River, Village of Bellevue, Brown County, Wisconsin bounded and described as follows:

Commencing at the Northeast Corner of Private Claim 21; thence S30°06'34"W 696.87 feet along the East line of said Private Claim 21 to the Northeast Corner of said Private Claim 22; thence N63°25'59"W 3619.88 feet along the North line of said Private Claim 22 ; thence S18°47'17"W 344.61 feet along the West right-of-way line of Bellevue Street to the POINT OF BEGINNING of this description; thence S18°47'17"W 90.00 feet along said West line; thence N63°21'30"W 165.72 feet; thence S18°47'17"W 224.11 feet; thence S24°38'05"W 100.29 feet; thence S20°30'44"W 81.74 feet; thence N63°20'09"W 237.60 feet along the North line of the South 1/2 of said Private Claim 23; thence S26°22'27"W 255.67 feet; thence N63°37'33"W 200.00 feet along the North right-of-way line of Hoffman Road; thence N26°22'27"E 256.68 feet; thence N63°20'09"W 118.21 feet along the North line of the South 1/2 of said Private Claim 23; thence S26°22'27"W 257.28 feet; thence N63°37'33"W 219.81 feet along the North right-of-way line of Hoffman Road; thence N26°22'51"E 258.39 feet; thence N63°20'09"W 1248.81 feet along the North line of the South 1/2 of said Private Claim 23; thence N45°24'30"E 355.87 feet; thence N53°20'51"E 96.68 feet; thence S63°26'41"E 1572.65 feet along the South line of C.S.M. V.56, P.65; thence N26°33'21"E 95.01 feet; thence S63°26'43"E 141.95 feet; thence S26°33'18"W 95.00 feet; thence S63°26'48"E 163.91 feet; thence N72°51'57"E 94.91 feet; thence S63°26'43"E 30.00 feet to the point of beginning.

This parcel contains 950,579 square feet, or 21.822 acres.

That such map is a correct representation of the exterior boundaries of the land surveyed and the division thereof.

That I have fully complied with provisions of Section 236.34 of the Wisconsin Statutes and the subdivision regulation of the Village of Bellevue in surveying, dividing and mapping the same.

Benjamin J. Reenders Dated this 21st day of May, 2021

Benjamin J. Reenders PLS S-3114

WISCONSIN
BENJAMIN J.
REENDERS
S-3114
OOSTBURG
WIS.
5/21/2021
LAND SURVEYOR

Parcel Line Table		
Line #	Length	Direction
L1	90.00	S18°47'17"W
L2	165.72	N63°21'30"W
L3	93.81	S18°47'17"W
L4	259.04	N66°51'48"W
L5	131.85	N24°22'06"E
L6	95.01	N26°33'21"E
L7	141.95	S63°26'43"E
L8	95.00	S26°33'18"W
L9	163.91	S63°26'48"E
L10	94.91	N72°51'57"E
L11	30.00	S63°26'43"E
L12	130.30	S18°47'17"W
L13	100.29	S24°38'05"W
L14	81.74	S20°30'44"W
L15	96.68	N53°20'51"E

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CERTIFIED SURVEY MAP

Part of Lot 1, Certified Survey Map recorded in Volume 16, Page 193, and part of Lot 1, Certified Survey Map recorded in Volume 13, Page 313, and part of Private Claims 22 and 23, East Side of the Fox River, Village of Bellevue, Brown County, Wisconsin

OWNERS CERTIFICATES

As owners, we hereby certify that we have caused the lands described herein to be surveyed, divided, and mapped as represented on this map. We also certify that this map is required to be submitted to the Village of Bellevue and the Brown County Planning Commission for approval.

_____ Dated _____, 2021
Erin M Hoekstra

_____ Dated _____, 2021
Robert J Hoekstra

STATE OF WISCONSIN)
SS
BROWN COUNTY)

Personally came before me this _____ day of _____, 2021, Erin M Hoekstra and Robert J Hoekstra, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public _____

My Commission expires _____

VILLAGE OF BELLEVUE RESOLUTION

Resolved that the Certified Survey Map located in the Village of Bellevue, is hereby APPROVED by the Village Board of the Village of Bellevue.

_____ _____
Village Clerk Date

CERTIFICATE OF COUNTY TREASURER

I, _____, being the duly elected, qualified and acting treasurer of Brown County, do hereby certify that in accordance with the records in my office, there are no unredeemed tax sales or no unpaid taxes or special assessments as of _____, 2021 on any of the lands included in Certified Survey Map.

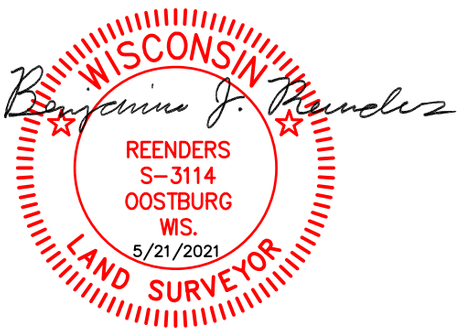
Dated this _____ day of _____, 2021.

_____
County Treasurer

BROWN COUNTY PLANNING COMMISSION CERTIFICATE

Resolved that the Certified Survey Map in the Village of Bellevue is hereby approved by the Brown County Planning Commission.
on this _____ day of _____, 2021.

_____
Title



This instrument was drafted by Benjamin J. Reenders.

941 Center Avenue, Suite 1
Oostburg, WI 53070
920-547-0599
CEDAR CREEK SURVEYING, LLC
www.cedarcreeksurveying.com

COMMUNITY DEVELOPMENT ITEM REVIEW SHEET

Date:	5/25/2021
Case Number:	CSM 2021-0003
Anticipated Planning Commission Date:	6/2/2021
Comments Due back to Planning:	ASAP
Planner Assigned:	Andrew J. Vissers
Reviewer:	__Thad Majkowski_____
Department:	__Public Works_____
Applicant/Contact:	Ryan Van Straten (Alliance Management) 920-562-1481
Description:	CSM of Crystal Cove (Crystal lake Apartment Development)

1. Wetlands are shown per the GIS Mapping, are they going to be delineated and to include the entire Site?

2. The 100 YR Floodway elevation should be shown on the CSM.

Distributed to Public Works/Planning/Fire/Parks on 5/25/2021

PLAN COMMISSION MEETING OF 6/2/2021 AGENDA ITEM PLAT 2021-0002

AGENDA ITEM

TO: Diane Wessel, Village Administrator
Plan Commission; Village Board

FROM: Andrew J. Vissers, Community Development Director

SUBJECT: PLAT 2021-0002 – Consider/Discuss/Act on the request by the Ryan Van Straten, Alliance Management, Petitioner, on behalf of Robert J & Erin M Hoekstra, Crystal Cove, LTD, and Bel Meadows Partners, LLP, for approval of the Preliminary Plat of Crystal Cove Subdivision, a mixture of 14 lots located generally on the north side of Hoffman Road (County Highway XX) and west of Bellevue Street (County Highway XX) Parcels B-296, B-300, B-2506, B-2507-1, & B-2508.

APPROVAL PROCESS: The recommendation of the Plan Commission will be forwarded to Village Board for consideration at their June 9, 2021 meeting.

STAFF RECOMMENDATION: Staff recommends conditional approval of the proposed final plat subject to the following conditions:

1. Submission of a Final Plat for review and approval by the Village of Bellevue.
2. Review, approval, and signature from Brown County Planning Commission.
3. All easements as required by reviewing agencies.
4. Identify a 12' utility easement along all the road frontages for all Lots.
5. Identify the required front yard setbacks for proposed Lots from adjacent streets.
6. Provide grading and drainage plan subject to review and approval by Director of Public Works.
7. Change the title block from "Village of Bellevue Resolution" to "Certificate of Village of Bellevue".
8. Add all the standard Notes and Restrictive Covenants to the Plat.
9. All new driveways will require approval from the Brown County Highway Department when connecting to a Brown County Highway facility. A note shall be added to the proposed Plat to that condition.
10. A copy of the recorded document shall be provided to the Village of Bellevue electronically by the applicant.
11. Utility easements identified on Lots 9 and 10 and running between Lots 12 and 13 are for private utilities and not intended for public use. A note should be added to the Plat indicating as such.
12. As Lots 8 and 11-14 are intended to be dedicated to the Village through an agreement, they should be combined as one lot.

APPLICATION SUBMITTAL DATE: May 24, 2021 (Original Submittal)

ITEM SUMMARY: The applicant is proposing to plat the lots associated with the Crystal Lake and Crystal Cove Apartments expansion in conformance with the approved Planned Development District (see PDD 2021-0007) for the subject properties.

SURROUNDING ZONING AND LAND USES:

Subject Property: PDD – Planned Development District (Crystal Lake and Crystal Cove residences and undeveloped land)

	Zoning District	Current use of property
North	A-2 – Agricultural Transition District, R-2 – Two-Family Residential District and P – Public Use District	Mossakowski Family Dog Park, single-family and two-family dwellings
South	R-1 – Single-Family Residential District, P- Public Use District, A-1 – Exclusive Agricultural District, and PDD – Planned Development District	Single-family dwellings and undeveloped land
East	R-1 – Single-Family Residential District and R-2 – Two-Family Residential District	Single-family and Two-family dwellings
West	P - Public Use District,	Undeveloped land

PROPOSED PLAT: The proposed Preliminary Plat is associated with the existing Crystal Lake and Crystal Cove development as well as the proposed expansion approved with the Planned Development District approved by the Village (see PDD 2021-0007).

The Preliminary Plat has redrawn lots associated with the existing development. Lot 9 will contain the Crystal Lake existing development and the western part of the expansion. Lot 10 will contain the existing Crystal Cove development and the eastern component of the expansion. Lots 1-7 and 11-14 were identified as future single-family dwelling lots and are sized in compliance with the R-1 – Single-Family Residential District. That being said, Lot 8 and Lots 11-14 are intended to be dedicated to the Village in lieu of paying Park Impact Fees for the expansion. The Village Board approved the MOU and staff will be working on the official agreement. Staff would question that if they are intended to be dedicated, that they should all be one lot to avoid the Village having to do a combination CSM in the future as property lines will impact placement of future park and recreation facilities in regard to setbacks.

There are a number of standard items that typically appear on plats that we are recommended to be added as this item advances to the final plat step. Numerous

existing easements and well as notes and covenants are not shown. Those will need to be identified on the plat.

ACCESS/CIRCULATION:

Adjacent Streets: Hoffman Road (County Highway XX) – 80' Right-of-Way
Bellevue Street (County Highway XX) – 80' Right-of-Way

Discussion: Proposed Lots 9 and 10 will contain the existing Crystal Lake and Crystal Cove Apartment developments along with the proposed expansion. The development will continue to utilize the existing entrance located on Bellevue Street as the only access point. There is an existing emergency access point north of that primary access on Bellevue Street as well as another emergency access point proposed along Hoffman Road. The proposed single-family properties and other properties are along Hoffman Road (County Highway XX) and would take direct access to that facility. All new driveways will require approval from the Brown County Highway Department when connecting to a Brown County Highway facility.

DRAINAGE: The applicant/owner will be responsible for working with the Village of Bellevue on all drainage associated with the subject property, and for compliance with the Village of Bellevue Storm Water Ordinance. Staff questions how the future home sites along Hoffman will drain and if easements are needed for drainage and stormwater management.

OPPOSITION TO OR SUPPORT OF REQUEST: Staff has not received any comments either in opposition to or in support of the proposed Preliminary Plat.

ATTACHMENTS:

- Application
- Location Map
- Letter of Intent
- Proposed Preliminary Plat
- Staff Comments

Action:

REQUEST FOR DEVELOPMENT APPROVALS

2828 Allouez Avenue Bellevue, WI 54311 (920) 468-5225
Fax (920) 468-4196 email: andrewv@villageofbellevue.org

Application Number:_____ Parcel Number: B-296 and B-300

Name of Owner (Individual, Corp., etc.) Robert J Hoekstra and Erin M Hoekstra

Contact Name Ryan Van Straten - Alliance Management Lot B-296 and B-300

Address 1530 Crystal Lake Circle Green Bay, WI 54311 Phone 920.562.1481

Email Ryan@alliancewi.com Fax _____

Name of Applicant/Contact Person (if different from Owner). Only applicant will be notified for meetings and public hearing.
Name of Contact Person Ryan Van Straten

Name of Firm/Company Alliance Management Phone 920.562.1481

Mailing Address 1530 Crystal Lake Circle Green Bay, WI 54311 Fax _____

Email Ryan@alliancewi.com

Type of Request (check all that apply):

☐Official Map Amendment/ADP	☐Planned Development District	☒Subdivision Plat Map
☐Comp. Plan Amendment	☐Conditional Use (Supplement "A" Req'd)	☐Certified Survey Map
☐Re-Zoning Request	☐ Zoning Approval (Supplement "A" Req'd)	☐Zoning Ordinance Amd.

Address of Affected Property 2526 Bellevue St Current Zoning R-1, A-2, and R-2

Owner Signature Robert J Hoekstra Erin M Hoekstra Date 5/21/21

Note: ***No request for re-zoning will be placed on the agenda without the signature of the property owner(s).***

Required Submittal Documents:

- Legal Description
- Detail Map of Area
- Letter of Intent indicating the specifics of request
- Appropriate Exhibits for processing

FOR OFFICE USE ONLY: Review Fees (check all that apply)

ADP/Official Map Amendment $350_____	Preliminary Plat $200 +$35/lot_____	Preliminary PDD $500 _____
Conditional Use Request $350 _____	Final Plat $100_____	Final PDD $300+ $100/M>1M_____
Certified Survey Map $175 _____	Comp. Plan Amendment $350_____	PDD Amendments $350 _____
Rezoning Request $250 _____	Extra CSM/Plat $100 _____	Zoning Ordinance Amd. $1000_____

Amount Paid: _____ Date Paid: _____ Receipt Number: _____

Location Map PLAT 2021-0002

Village of Bellevue, Wisconsin

VILLAGE OF BELLEVUE — A GREAT PLACE TO GROW

Map provided by the Village of Bellevue's Internal Interactive Web Mapping System

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Date: 5/27/2021 Reference Scale: 1:0

0 0.1 0.2 mi

Legend

Site Location

ALLIANCE
management

Friday, May 28, 2021

Andrew Vissers
Village of Bellevue
2828 Allouez Ave
Bellevue, WI 54311

RE: Crystal Lake Leased Residences – Phase 2

Dear Mr. Vissers and Plan Commission Members:

Thank you for your time reviewing our project. In order to proceed with the PDD that was approved on April 28th, we will need to sub-divide the existing parcels. We are requesting approval of a CSM to separate the farmhouse that was part of the large original parcel. This is the only change resulting from the CSM. We are also requesting approval of a new plat that will subdivide the land further. We are proceeding with both requests rather than just including everything in the plat request because the CSM process is faster and it will allow us to close on the purchase of the vacant land more quickly.

Lots 1-7 are intended to be sold as vacant lots to be developed as single family homes. Lots 8 and 12-15 are all planned to be donated to the Village of Bellevue. Lot 9, which is the Crystal Lake property, will have the land planned for our 48 unit "phase 2" project added. The purpose of adding this land to the Crystal Lake parcel is to provide flexibility for ownership in how the project is financed. Lot 11 is the farmhouse that was originally part of the larger parcel and this will be retained by the current owner. Finally, lot 10 is our 24 unit Crystal Cove property. The land for the 90 unit "phase 1" project will be added and combined with the two existing parcels.

The final result of our requested division of land is in line with the PDD that was approved by Bellevue and nothing about our plan has changed from what was originally presented during the PDD process.

Sincerely,
Ryan Van Straten

CRYSTAL COVE

Part of Lots 1, 2 and 3 of Certified Survey Map recorded in Volume 56, Pages 65 through 71, and
Part of Private Claims 21, 22, and 23, East Side of Fox River, Village of Bellevue, Brown County, Wisconsin.

LOCATION MAP

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____

Department of Administration

LOT 8
443,905 SQ. FT.
10.191 ACRES

LOT 9
1,569,114 SQ. FT.
36.022 ACRES

LOT 10
789,856 SQ. FT.
18.133 ACRES

LOT 1
66,925 SQ. FT.
1.536 ACRES

LOT 2
15,791 SQ. FT.
0.363 ACRES

LOT 3
15,791 SQ. FT.
0.363 ACRES

LOT 4
15,791 SQ. FT.
0.363 ACRES

LOT 5
15,791 SQ. FT.
0.363 ACRES

LOT 6
15,791 SQ. FT.
0.363 ACRES

LOT 7
15,791 SQ. FT.
0.363 ACRES

LOT 11
15,775 SQ. FT.
0.362 ACRES

LOT 12
16,170 SQ. FT.
0.371 ACRES

LOT 13
16,170 SQ. FT.
0.371 ACRES

LOT 14
15,775 SQ. FT.
0.362 ACRES

CRYSTAL LAKE

CRYSTAL LAKE DRIVE

EAST RIVER

BELLEVUE STREET
(80' WIDE R.O.W.)

HOFFMAN ROAD
(80' WIDE R.O.W.)

UNPLATTED LANDS

LOT A C.S.M. V.1, P.163

LOT 1 C.S.M. V.26, P.142

LOT 2 C.S.M. V.26, P.142

LOT 2 C.S.M. V.27, P.242

LOT 1 C.S.M. V.27, P.242

LOT 1 C.S.M. V.13, P.313

LOT 2 C.S.M. V.16, P.193

LOT 1 C.S.M. V.16, P.193

EXISTING BUILDING.

EXIST. BLDG.

WETLANDS PER COUNTY GIS

FLOODWAY LINE

ENVIRONMENTALLY SENSITIVE AREA PER COUNTY GIS

ACCESS AND UTILITY EASEMENT PER DOC. NO. 2494627

PROPOSED UTILITY EASEMENT SEE PAGE 2 FOR MORE DETAILS

PRIVATE CLAIM 21, E.S.F.R.
PRIVATE CLAIM 22, E.S.F.R.
PRIVATE CLAIM 23, E.S.F.R.

N. LINE, PRIVATE CLAIM 21, E.S.F.R.

N. LINE, S. 1/2, PRIVATE CLAIM 23, E.S.F.R

P.O.B.

NE COR. PRIVATE CLAIM 21 MAG NAIL

NE COR. PRIVATE CLAIM 22 MAG NAIL

S32°06'34"W 696.87' E. LINE, PRIVATE CLAIM 21, E.S.F.R

S63°24'58"E 734.28'

S63°24'58"E 1713.59'

S63°24'58"E 979.31'

S18°47'17"W 45.42'

S63°24'58"E 65.61'

S18°47'20"W 657.69'

N63°25'59"W 3619.88'

N63°25'59"W 135.16'

S18°48'25"W 240.31'

N71°12'43"W 30.00'

S18°47'17"W 70.51'

N63°26'43"W 234.96'

N63°26'43"W 454.11'

N63°26'43"W 393.57'

S18°47'17"W 107.95'

S24°22'06"W 131.85'

S66°51'48"E 259.04'

0.75" REBAR

S18°47'17"W 130.30'

S24°38'05"W 100.29'

S20°30'44"W 81.74'

N63°20'09"W 240.09'

N63°20'09"W 208.67'

N63°20'09"W 118.21'

N63°20'09"W 237.60'

S63°26'43"E 205.34'

S63°37'33"E 324.00'

S63°37'33"E 160.00'

N63°37'33"W 534.51'

N63°37'33"W 390.66'

N63°37'33"W 629.24'

N63°37'33"W 200.00'

N20°06'00"W 92.55'

N41°41'52"E 266.98'

N40°23'10"E 282.27'

N56°38'47"E 204.01'

S63°22'23"E 13.06'

N53°20'51"E 98.68'

N45°24'30"E 355.87'

N28°00'28"E 190.90'

N17°37'35"E 236.00'

N33°34'44"W 481.68'

N26°22'28"E 263.50'

N26°23'00"E 260.47'

S26°21'55"W 261.52'

S26°22'27"W 257.28'

N26°22'27"E 256.68'

S26°22'27"W 255.67'

N26°22'27"E 197.39'

S26°22'27"E 197.39'

N28°21'55"E 197.19'

S28°21'55"E 197.19'

N65°19'44"E 478.85'

N65°19'44"E 478.85'

N26°23'00"W 748.16'

BEARINGS ARE REFERENCED TO THE EAST LINE OF PRIVATE CLAIM 21, EAST SIDE OF THE FOX RIVER AS MONUMENTED, AS BEING S30°06'34"W PER THE BROWN COUNTY COORDINATE SYSTEM

0 50 100
Scale: 1" = 100'

LEGEND

- ○ = Found Property Corner
- ● = Set 1-1/4"x18" Rebar min. 3.65 lbs. per foot
  Set 3/4"x18" Rebar min. 1.13 lbs. per foot at all other lot corners
- ⊕ = Section Corner Monument

WISCONSIN
BENJAMIN J. REENDERS
S-3114
OOSTBURG
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4/27/2021
LAND SURVEYOR

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920-547-0599
CEDAR CREEK SURVEYING, LLC
www.cedarcreeksurveying.com

FILE: 2020130 DATE: 4/27/2021 SHEET 1 OF 2
REVISION: PLAT BOUNDARY 05/21/2021

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I, Benjamin J. Reenders, Professional Land Surveyor, hereby certify:

That I have surveyed, divided and mapped part of Lots 1, 2 and 3 of Certified Survey Map recorded in Volume 56, Pages 65 through 71, and part of Private Claims 21, 22 and 23, East Side of the Fox River, Village of Bellevue, Brown County, Wisconsin bounded and described as follows:

Commencing at the Northeast Corner of said Private Claim 21; thence S30°06'34"W 696.87 feet along the East line of said Private Claim 21 to the Northeast Corner of said Private Claim 22; thence N63°25'59"W 3619.88 feet along the North line of said Private Claim 22 to the POINT OF BEGINNING of this description; thence N63°25'59"W 135.16 feet along said North line; thence S18°48'25"W 240.31 feet along the East line of said Lot 1; thence N71°12'43"W 30.00 feet; thence S18°47'17"W 70.51 feet; thence N63°26'43"W 234.96 feet; thence S26°33'21"W 95.01 feet; thence S24°22'06"W 131.85 feet; thence S66°51'48"E 259.04 feet; thence S18°47'17"W 130.30 feet; thence S24°38'05"W 100.29 feet; thence S20°30'44"W 81.74 feet; thence N63°20'09"W 237.60 feet along the North line of the South 1/2 of said Private Claim 23; thence S26°22'27"W 255.67 feet; thence N63°37'33"W 200.00 feet along the North right-of-way line of Hoffman Road; thence N26°22'27"E 256.68 feet; thence N63°20'09"W 118.21 feet along the North line of the South 1/2 of said Private Claim 23; thence S26°22'27"W 257.28 feet; thence N63°37'33"W 629.24 feet along the North right-of-way line of Hoffman Road; thence N26°23'00"E 260.47 feet; thence N63°20'09"W 208.67 feet along the North line of the South 1/2 of said Private Claim 23; thence S26°21'55"W 261.52 feet; thence N63°37'33"W 390.66 feet along the North right-of-way line of Hoffman Road; thence N26°22'28"E 263.50 feet; thence N63°20'09"W 240.09 feet along the North line of the South 1/2 of said Private Claim 23; thence N45°24'30"E 355.87 feet; thence N53°20'51"E 96.68 feet; thence S63°22'23"E 13.06 feet; thence N56°36'47"E 204.01 feet along the West line of said Lot 2; thence N40°23'10"E 282.27 feet along the West line of said Lot 2; thence N4°14'32"E 266.98 feet along the West line of said Lot 1; thence N20°06'00"W 82.55 feet along the West line of said Lot 1; thence N32°15'58"E 352.00 feet along the West line of said Lot 1; thence S63°24'58"E 1713.59 feet along the Northeasterly line of said Lot 1; thence S18°47'17"W 45.42 feet along the East line of said Lot 1; thence S63°24'58"E 65.61 feet along the Northeasterly line of said Lot 1; thence S18°47'20"W 657.68 feet along the West right-of-way line of Bellevue Street to the point of beginning.

This parcel contains 3,028,437 square feet, or 69.523 acres.

That such map is a correct representation of the exterior boundaries of the land surveyed and the division thereof.

That I have fully complied with provisions of Section 236.34 of the Wisconsin Statutes and the subdivision regulation of the Village of Bellevue in surveying, dividing and mapping the same.

Benjamin J. Reenders Dated this 28th day of April, 2021

Benjamin J. Reenders PLS S-3114

WISCONSIN
BENJAMIN J. REENDERS
S-3114
OOSTBURG
WIS.
4/28/2021
LAND SURVEYOR

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____

Department of Administration

OWNER'S CERTIFICATE OF DEDICATION

Crystal Cove, LLC, a limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said limited liability company caused the land described on this plat to be surveyed, divided, and mapped as represented on this plat.

Crystal Cove, LLC, does further certify that this plat is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

Wisconsin Department of Administration
Village of Bellevue
Brown County Planning Commission

Crystal Cove, LLC

_____
Ryan Van Straten, Sole Member

STATE OF WISCONSIN)
SS
BROWN COUNTY)

Personally came before me this _____ day of _____, 2021, Ryan Van Straten of the above named limited liability company, to me known to be the person who executed the foregoing instrument, and to me known to be such Sole Member of said limited liability company and acknowledged that they executed the foregoing instrument as such officers as the deed of said limited liability company, by its authority.

Notary Public _____

My Commission expires _____

VILLAGE OF BELLEVUE RESOLUTION

Resolved that this plat titled "CRYSTAL COVE" located in the Village of Bellevue, being developed by Crystal Cove, LLC, is hereby APPROVED by the Village Board of the Village of Bellevue.

_____ _____
Village Clerk Date

CERTIFICATE OF VILLAGE TREASURER

I, _____, being the duly appointed, qualified and acting treasurer of the Village of Bellevue, do hereby certify that in accordance with the records in my office, there are no unpaid taxes or unpaid special assessments as of _____, 2021, on any of the lands included in CRYSTAL COVE.

Dated this _____ day of _____, 2021.

_____
Village Treasurer

CERTIFICATE OF COUNTY TREASURER

I, _____, being the duly elected, qualified and acting treasurer of Brown County, do hereby certify that in accordance with the records in my office, there are no unredeemed tax sales or no unpaid taxes or special assessments as of _____, 2021 on any of the lands included in CRYSTAL COVE.

Dated this _____ day of _____, 2021.

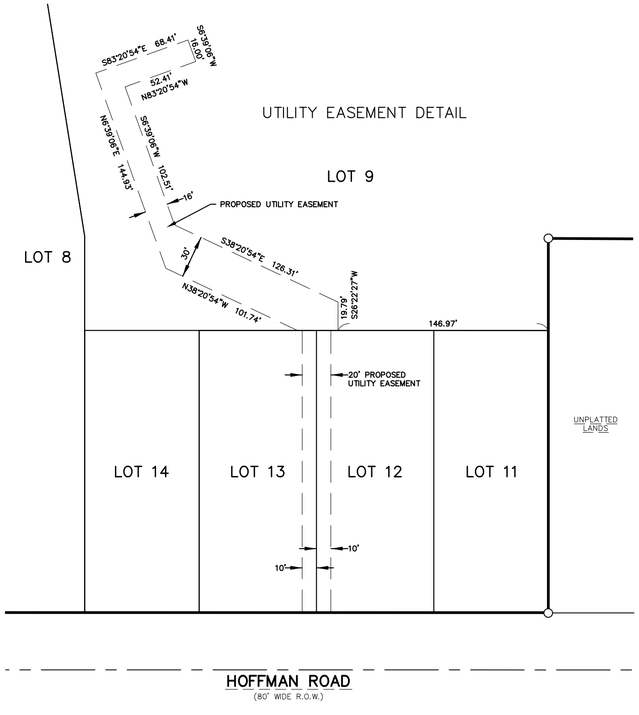
_____
County Treasurer

BROWN COUNTY PLANNING COMMISSION RESOLUTION

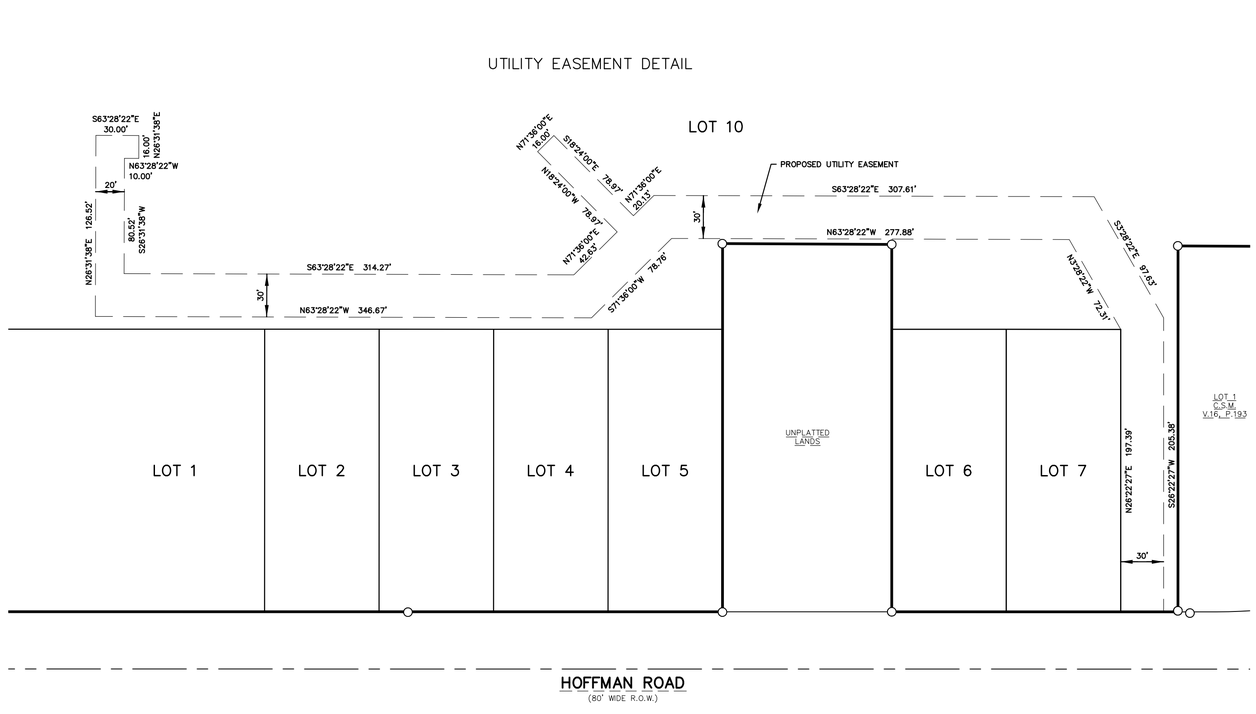
Resolved that this plat titled "CRYSTAL COVE" located in the Village of Bellevue, being developed by Crystal Cove, LLC, is hereby APPROVED by the Brown County Planning Commission.

_____ _____
Senior Planner Date

UTILITY EASEMENT DETAIL



UTILITY EASEMENT DETAIL

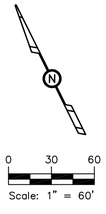


LEGEND

○ = Found Property Corner

● = Set 1-1/4"x18" Rebar min. 3.65 lbs. per foot
Set 3/4"x18" Rebar min. 1.13 lbs. per foot at all other lot corners

⊕ = Section Corner Monument



941 Center Avenue, Suite 1
Oostburg, WI 53070
920-547-0599
CEDAR CREEK SURVEYING, LLC
www.cedarcreeksurveying.com

FILE: 2020130 DATE: 4/27/2021 SHEET 2 OF 2
REVISION: PLAT BOUNDARY 05/21/2021

COMMUNITY DEVELOPMENT ITEM REVIEW SHEET

Date:	5/25/2021
Case Number:	PLAT 2021-0003
Anticipated Planning Commission Date:	6/2/2021
Comments Due back to Planning:	ASAP
Planner Assigned:	Andrew J. Vissers
Reviewer:	Adam Waszak
Department:	Parks, Recreation & Forestry
Applicant/Contact:	Ryan Van Straten (Alliance Management) 920-562-1481
Description:	Final Plat of Crystal Cove (Crystal lake Apartment Development)

Street Tree Fee Estimate (Attached). No other comments.

Distributed to Public Works/Planning/Fire/Parks on 5/25/2021

Crystal Cove Estimated Street Tree Fee By Lot

Lot #	Linear Feet					Street Tree Fee/Foot	Total
1	309.24					$5.20	$1,608.05
2	80					$5.20	$416.00
3	80					$5.20	$416.00
4	80					$5.20	$416.00
5	80					$5.20	$416.00
6	80					$5.20	$416.00
7	80					$5.20	$416.00
8	66.6					$5.20	$346.32
11	80					$5.20	$416.00
12	82					$5.20	$426.40
13	82					$5.20	$426.40
14	80					$5.20	$416.00
						$5.20	$0.00
						$5.20	$0.00
						$5.20	$0.00
						$5.20	$0.00
						$5.20	$0.00
						$5.20	$0.00
						$5.20	$0.00
						$5.20	$0.00
						$5.20	$0.00
						$5.20	$0.00
						$5.20	$0.00
						$5.20	$0.00
						$5.20	$0.00
							$6,135.17
							$2,031.12
						less dedicated Lots	$4,104.05

J:\Parks and Leisure Services\Forestry\Street Trees\Developer & Subdivision Info (Waivers, Letters & Payments)\Crystal Lake- Crystal Cove\Crystal Cove Tree Fee Estimate

COMMUNITY DEVELOPMENT ITEM REVIEW SHEET

Date:	5/25/2021
Case Number:	PLAT 2021-0003
Anticipated Planning Commission Date:	6/2/2021
Comments Due back to Planning:	ASAP
Planner Assigned:	Andrew J. Vissers
Reviewer:	__Thad Majkowski_____
Department:	__Public Works_____
Applicant/Contact:	Ryan Van Straten (Alliance Management) 920-562-1481
Description:	Final Plat of Crystal Cove (Crystal lake Apartment Development)

1. Wetlands are shown per the GIS Mapping, are they going to be delineated and to include the entire Site?

2. The 100 YR Floodway elevation should be shown on the Plat.

3. Utility Easements - There is no definition of the easement, what is included and purpose. It appears they are over the sanitary sewer/water mains. Those utilities are proposed as Private. Just want to make sure the easement does not mislead anyone to thinking they are Public or going to be in the future. The easement may allow Village staff to enter and review the maintenance but no responsibility.

4. If the lots 8, 11-14 are going to be donated to the Village, why are they being split at this time? if so and the sanitary sewer/water main is being extended from Hoffman Road, then an easement will be required for the Private mains.

5. Are there any needs for storm water easements along the property lines to construct the facilities to prevent any runoff impacting the existing homes on the south and east sides or the proposed donated lands to the Village.

Distributed to Public Works/Planning/Fire/Parks on 5/25/2021

MEMORANDUM

Date: June 4, 2021

To: Village Administrator

Fm: Diane Wessel, Administrator

Re: **STAFF REPORT ON ORDINANCE O-2021-12 AMENDING SECTION 49-18 G EXTENDING THE MUNICIPAL VEHICLE REGISTRATION FEE TO DECEMBER 31, 2023**

BACKGROUND INFORMATION

The Village of Bellevue adopted a municipal vehicle registration fee (aka wheel tax) and amended the special assessment (for roads only) policy in January 2019. The purpose of these policy changes was to reduce special assessments to property owners by subsidizing assessable road construction costs with revenues from the wheel tax.

POLICY ISSUE

The wheel tax terminated December 31, 2021. If this occurs, the village needs to either discontinue special assessment subsidies to property owners and begin assessing all allowable costs to property owners or increase the tax levy to pay for the subsidies.

PRIOR ACTION/REVIEW

At the May 26 board meeting, the following motion passed (3-2): *Motion to direct staff to prepare an ordinance to amend 49-18, amending the termination date of the municipal vehicle registration fee from December 31, 2021 to December 31, 2023, thereby continuing special assessment subsidies to R1 and R2 property owners by continuing the funding source of the subsidies.*

RESIDENT, STAFF, VILLAGE… IMPACTS

R1 and R2 property owners will continue to receive special assessment subsidies.

Vehicle owners will continue to pay $20/vehicle that is kept in the Village.

The Village will continue to fund special assessment subsidies to property owners with revenues generated by the wheel tax.

FISCAL IMPACT REVIEW

If the wheel tax expires December 31, 2021 the annual fiscal impact would be a loss of $254,343. If the village continued the subsidies to property owners, this revenue would need to be replaced with tax levy.

REQUESTED MOTION

"MOTION TO APPROVE O-2021-12 AN ORDINANCE EXTENDING THE MUNICIPAL VEHICLE REGSTIRSTION FEE TO DECEMBER 31, 2023 AS PRESENTED."

ATTACHMENTS

Ordinance O-2021-12

VILLAGE OF BELLEVUE

ORDINANCE NO. O-2021-12
AN ORDINANCE AMENDING SECTION 49-18 G.
EXTENDING MUNICIPAL VEHICLE REGISTRATION FEE

THE VILLAGE BOARD OF THE VILLAGE OF BELLEVUE, BROWN COUNTY, WISCONSIN, DOES ORDAIN THAT ARTICLE III, REVENUE SOURCES, SECTION 49-18 MUNICIPAL VEHICLE REGISTRATION FEE SECTION G BE AMENDED TO EXTEND THE TERMINATION DATE OF THE MUNICIPAL VEHICLE REGISTRATION FEE.

SECTION 1. Article III Section 49-18 (G) Village of Bellevue Municipal Code, is hereby amended to read:

G. Fee collection. The Village of Bellevue shall begin collection of the municipal vehicle registration fee beginning with registrations due May 1, 2019 and terminating on December 31, 2023.

SECTION 2. All ordinances or parts of ordinances, in conflict herewith are hereby repealed.

SECTION 3. This ordinance shall take effect upon its adoption and publication.

Dated this 9th day of June 2021.

Approved: Attest:

_____ _____

Steve Soukup, President Karen M. Simons, Clerk

Name	Aye	Nay	Abstain	Absent
Pres. Soukup				
Trustee Katers				
Trustee Gauthier				
Trustee Kaster				
Trustee Sinkler				
Total				

Motion:

Adopted _____
Defeated _____

PUBLISHED: