#### **NOTICE OF PUBLIC MEETING**

#### CITY OF CHIPPEWA FALLS, WISCONSIN

IN ACCORDANCE with the provisions of Chapter 19, Subchapter IV of the Statutes of the State of Wisconsin, notice is hereby given that a public meeting of the:

Plan Commission XXX

(Reasonable accommodations for participation by individuals with disabilities will be made upon request. Please call 726-2736)

Will be held on Monday, May 7, 2018 at 6:30 P.M. in the City Hall Council Chambers, Chippewa Falls, Wisconsin. Items of business to be discussed or acted upon at this meeting are shown on the attached Agenda or listed below:

**NOTE:** If unable to attend the meeting, please notify the Engineering Dept. by calling 726-2736.

- 1. Approve the minutes of the April 9, 2018 Plan Commission Meeting. (Attachment)
- 2. Public Hearing to consider Planned Development Conditional Use Permit Resolution No. 2018-02 for Phase IV Development of Willow Creek Subdivision. (Attachment)
- 3. Consider Planned Development Conditional Use Permit Resolution No. 2018-02 for Phase IV Development of Willow Creek Subdivision. (Attachment)
- 4. Consider Certified Survey Map from Real Land Surveying on behalf of Max Gehler for subdivision of Outlot #3, Nelson Road Certified Survey Map. Make recommendation to the Common Council. (*Handout*)
- 5. Adjournment

NOTICE IS HEREBY GIVEN THAT A MAJORITY OF THE CITY COUNCIL MAY BE PRESENT AT THIS MEETING TO GATHER INFORMATION ABOUT A SUBJECT OVER WHICH THEY HAVE DECISION MAKING RESPONSIBILITY.

Please note that attachments to this agenda may not be final and are subject to change.

This agenda may be amended as it is reviewed.

#### **CERTIFICATION**

I hereby certify that a copy of this agenda was placed in the Chippewa Herald mail box, 1<sup>st</sup> Floor, City Hall and also posted on the City Hall Bulletin Board on Thursday, April 26, 2018 at 1:30 P.M. by Mary Bowe.

#### MINUTES OF THE PLAN COMMISSION MEETING CITY OF CHIPPEWA FALLS MONDAY, APRIL 9, 2019 – 6:30 PM

The Plan Commission met in City Hall on Monday, April 9, 2018 at 6:30 P.M. Present were Commissioners Greg Misfeldt, Mike Tzanakis, Dan Varga, Beth Arneberg, Jerry Smith, Alderperson Chuck Hull, Secretary Rick Rubenzer, Vice-Chairperson Tom Hubbard and Mayor Greg Hoffman. Absent were Commissioners Dave Cihasky and Dennis Doughty. Also attending were Max Gehler, City Inspector Paul Lasiewicz, City Planner Brad Henschel, Bill Albright representing Westwood Land Company, Tim Cruciani representing Citizen's State Bank and Jacob Spooner.

- 1. <u>Motion</u> by Varga, seconded by Hubbard to approve the minutes of the January 8, 2018 Plan Commission meeting. **All present voting aye. Motion carried**.
- 2. Director of Public Works Rubenzer presented the attached Certified Survey Maps #1095 and #1813. He stated that both Certified Survey Maps and the Lake Wissota Business Park Plat should have a notation on them dedicating the appropriate outlots (1 and A) as Lakeland Drive public street rights-of-way. After a brief discussion concerning Citizen's State Bank's request for an easement across the Outlot #1, CSM #1813, motion by Tzanakis, seconded by Hubbard for Director of Public Works Rubenzer to cause the proper language to be added to Certified Survey Maps #1095 and #1813 and the Lake Wissota Business Park declaring the appropriate outlots as Lakeland Drive rights-of-way. All present voting aye. Motion carried.
- 3. Max Gehler appeared to present the attached Certified Survey Map for Outlots #1 and #2 on Nelson Road. Director of Public Works Rubenzer noted that an April 9, 2018 revised Certified Survey Map properly referencing Lot #4 of Certified Survey Map #4752 had been submitted by Real Land Surveying and was handed out prior to the meeting. He continued that the subdivision of Outlot #3, Gehler Estate should be shown on the proposed Certified Survey Map. After discussion;

  Motion by Hubbard, seconded by Rubenzer to recommend the Common Council approve the attached revised April 9, 2018 Certified Survey Map of Outlots #1 and #2, Nelson Road contingent on:
  - 1. Receipt of the \$100 Certified Survey Map review fee.
  - 2. Submission and approval of a storm water management plan.
  - 3. Addition of lot division lines north of Outlot #1.

#### All present voting aye. Motion carried

4. Bill Albright representing Westwood Land Company appeared to support the attached petition for a Planned Development Conditional Use Permit for Willow Creek Phase IV. Mr. Albright gave the Plan Commission a brief history of the Willow Creek subdivision stating that Bay Home lots were proposed to be replaced with Twin Home lots. He showed that the proposed Phase IV changes would result in a reduction in project density from 5.8 units/acre to 4.95 units/acre. He stated that the intention was to complete the section along Willow Creek Parkway (proposed lots 103-122) in 2018. Director of

Please note, these are draft minutes and may be amended until approved by the Common Council.

Public Works Rubenzer noted that a final plat for Phase IV needed to be submitted. Director of Public Works Rubenzer proposed adding the attached Willow Creek Phase IV Twin Home specifications to the conditions. Mr. Albright approved. The Plan Commission discussed condition F of the approved Willow Creek Phase III Planned Development Conditional Use Permit Resolution No. 2014-01 stating "Twin Homes are owner occupied". The condition will be added to the Phase IV Planned Development Conditional Use Permit.

<u>Motion</u> by Smith, seconded by Hubbard to recommend the Plan Commission conduct a public hearing for a Planned Development Conditional Use Permit for Phase IV of the Willow Creek subdivision. Said public hearing to be scheduled upon:

- 1. Receipt of the \$300 legal notification and administrative fee.
- 2. Proper notification of adjacent property owners.

#### All present voting aye. Motion carried

5. Jacob Spooner appeared to present the attached Certified Survey Map being part of Lot #6, Block A, Greenville Subdivision Plat, City of Chippewa Falls. Director of Public Works Rubenzer stated the proposed subdivision created legal lots in the R1-C Single Family Residential District and that he had no issues with the proposed Certified Survey Map.

<u>Motion</u> by Varga, seconded by Hubbard to recommend the Common Council approve the attached proposed Certified Survey Map being part of Lot #6, Block A, Greenville Subdivision Plat, City of Chippewa Falls submitted by Chippewa Surveying on behalf of Jacob Spooner. Said approval contingent on:

1. Receipt of the \$100 Certified Survey Map review fee.

2. Receipt of any required storm water management plans and practices.

#### All present voting aye. Motion carried

6. <u>Motion</u> by Hubbard, seconded by Varga to adjourn. All present voting aye. Motion carried. The Plan Commission adjourned at 7:20 P.M.

Richard J. Rubenzer, P.E., Secretary Plan Commission

#### CITY OF CHIPPEWA FALLS PLAN COMMISSION RESIDENTIAL PLANNED DEVELOPMENT CONDITIONAL USE PERMIT RESOLUTION #18-02

### TO AMEND C.U.P. RESOLUTIONS #07-03, #12-03, #12-04 and #14-01 FOR PHASE IV DEVELOPMENT OF WILLOW CREEK SUBDIVISION

WHEREAS, on May 7, 2007, the Plan Commission conducted a public hearing and approved CUP Resolution #07-03 (available for inspection in the City of Chippewa Falls Engineering Department) to Westwood Land Company for a Planned Unit Development; and

**WHEREAS,** on May 7, 2012, the City of Chippewa Falls Plan Commission approved CUP Resolution #12-03 allowing temporary row crops on phases 5-7 of the development, (approximately 46 acres); and

WHEREAS, on June 11, 2012, the City of Chippewa Falls Plan Commission approved CUP Resolution #12-04 allowing changes in housing type in Phase II of the Willow Creek Subdivision plan. The approved changes were replacing 10 Single Family lots with 12 Twin Home lots and replacing 28 Single Family lots with 15 Multi-Family complexes lots;

WHEREAS, on April 7, 2014 the City of Chippewa Falls Plan Commission approved PD CUP Resolution #14-01 reducing 13 Single Family lots located around Brooke Court to 9 larger Single Family lots in Phase I and changing 22 Single Family lots to 30 Twin Home lots adjacent to Timber Trail in Phase III. The proposed net change for the Willow Creek Subdivision was a four unit increase resulting in 536 units in 190 acres or a 2.8 unit/acre project density.

WHEREAS, at its' April 9, 2018 meeting, the City of Chippewa Falls Plan Commission heard a request from Bill Albright, representing Westwood Land Company, for a Planned Development Conditional Use Permit for Willow Creek Phase IV to allow a reduction of 3 Single Family lots, an addition of 6 Two-Family (12 units) lots and a reduction of 16 Single Family Bay Home lots. This results in a Phase IV project density reduction from 5.8 units/acre to 4.95 units/acre; and

WHEREAS, the Plan Commission was presented with a revised phase IV plat, General Development plan, Single-Family and Two-Family Home Development Standards, Typical Photos, Elevations, and Floor Plans, and existing and revised Phase IV Land Use and Zoning site plans; and

**WHEREAS**, the Plan Commission evaluated the development proposal in accordance with Municipal Code Section 17.26(16)(d)1 which directs such evaluation as a conditional use permit under section 17.47; and

WHEREAS, on May 7, 2018 the City of Chippewa Falls Plan Commission approved PD CUP Resolution #18-02 after publication and mailing of all required notices and hearing all concerns and comments

**NOW, THEREFORE BE IT RESOLVED**, that the Plan Commission of the City of Chippewa Falls, Wisconsin finds;

- 1. That upon review of PD C.U.P. Resolution #18-02 and the approved Storm Water Management Plan by City Staff, the proposed reduction of 3 Single Family lots, an addition of 6 Two-Family (12 units) lots and a reduction of 16 Single Family Bay Home lots will result in the same amount or more common space and green space as the original Phase IV layout and will result in a Phase IV project density reduction from 5.8 units/acre to 4.95 units/acre;
- 2. The Plan Commission further finds that the revised Phase IV plat and land use plan are not detrimental to adjacent land uses because the revisions do not present any substantial changes in land use intensity.
- 3. The Plan Commission further finds that the revised plat and land uses are consistent with the original purpose and intent of C.U.P. Resolutions #07-03 and amendments #12-03, #12-04 and #14-01 because the revised lot sizes, areas, widths and setbacks represent a similar intensity of land use.

## NOW, THEREFORE, BE IT FURTHER RESOLVED BY THE PLAN COMMISSION OF THE CITY OF CHIPPEWA FALLS, WISCONSIN:

- That conclusions based on the previous three findings of fact and pursuant to Chapters 17.26, 17.26.5 and 17.47 of the Code of Ordinances of the City of Chippewa Falls, that Conditional Use Permit Resolutions #07-03 and amendments #12-03, #12-04 and #14-01are hereby amended to include the revised Willow Creek phase IV plat, General Development plan, Twin Home Development Standards, Typical Photos, Elevations, and Floor Plans, and existing and revised Phase IV Land Use and Zoning site plans contingent on the following conditions:
  - a) Completion, submission and approval of any necessary Storm Water Management Plan changes for Phase IV of the Willow Creek Subdivision.
  - b) Submittal of the Willow Creek Phase IV plat revisions to the Plan Commission for review using procedures set forth in State Statute 236 and Municipal Code Chapter 18 and approval by the City of Chippewa Falls Common Council.

- c) Completion and City Council approval of a Developers Agreement for Phase IV of Willow Creek.
- d) The attached narrative and general development plan in combination with changes made by the Plan Commission becomes the Final Development Plan and is available for inspection in the offices of the City Engineer and the City Inspector.
- e) The Willow Creek revised Phase IV plat, Narrative and General Development plan, Development Standards, Typical Photos, Elevations, and Floor Plans, and existing and revised Phase IV Land Use and Zoning site plans become part and parcel of PD CUP #18-02 and are available for inspection in the City of Chippewa Falls Engineering and Inspection offices.
- f) Chapter 17.47(13) shall apply and this permit shall terminate if the use for which this permit is issued shall cease for a continuous two (2) year period.
- g) Modifications or changes to this permit may be made only by the Plan Commission after an application for an amendment has been duly filed and notices and hearing requirements have been complied with.

Further that the said revisions replace the original documents of C.U.P. Resolution

2)

#2007-03 and amendment C.U.P. Resolutions # 12-03, #12-04 and #14-01 in their entirety become
PD C.U.P. Resolution #1802
MOTION:
SECONDED:
I hereby certify that the Plan Commission of the City of Chippewa Falls, Wisconsin, adopted the above Resolution on May 7, 2018, by a vote of ayes, nays and abstentions.
¥.
Richard J. Rubenzer, PE, Secretary

Plan Commission

### Willow Creek 4

# Preliminary Plat & Conditional Use Narrative

#### **General Description:**

Willow Creek 4 consists of changing the approved 2007 PUD from 11 Single-Family Lots, 16 Bayhome lots and 30 Two-Family lots to 8 Single Family lots and 36 Two Family lots.

#### Purpose:

The Willow Creek Neighborhood has been achieving significant momentum over the past 4 years with the addition of the Phase 3 two-family lots. In 2014, 15 two-family lots were added to the neighborhood and have since been sold and all two-family lots either have completed buildings on them or are currently under construction. This momentum has helped the neighborhood as a whole, through continuous buyer traffic and community growth. Since the addition of the two-family product the developer has also seen a slight increase in single family lot sales. The addition of the two-family lots has had a positive impact on the Willow Creek neighborhood. Over the past 4 years with the rising costs of construction, two-family lots have been selling 6 times faster than single-family home lots. To keep this positive momentum moving forward the developer is proposing Willow Creek 4.

The current lot inventory within the Willow Creek neighborhood consists of 8 Bayhome lots, 16 single-family lots, and 0 two-family lots. This imbalance of available two-family lots is detrimental to the growth of the neighborhood. The proposed Willow Creek 4 project will equal out the available inventory to continue the momentum that has been achieved over the past 4 years. Willow Creek 4 will consist of adding 8 single-family lots and 36 two-family lots to the neighborhood. Below is a summary of the lot absorption over the life of the project, which started in 2007.

Single Family Lots – 15 lots out of 31 have sold over the last 11 years. Willow Creek 4 will add an additional 8 single-family lots to the current inventory, bringing the available single-family lot total to 24. This lot total represents 17.6 years of single-family lot inventory.

- ➢ Bayhome Lots 7 lots out of 15 have sold over the last 11 years. There are currently 8 Bayhome lots available. This lot total represents 12.7 years of Bayhome lot inventory.
- ➤ Two-family Lots 15 lots out of 15 have sold over the past 4 years. There are currently no lots available. The addition of Willow Creek 4 will add 36 two-family lots. This lot total represents 9.6 years of two-family lot inventory.

#### PD Density:

The buildable area at the proposed location in the current PD is 15.04 acres. Willow Creek 4 incorporates less road square footage, so the buildable area is increased to 16.15 acres. The total density at the proposed location in the current PD is 5.8 units per acre. Willow Creek 4 at the proposed location will have a total density of 4.95 units per acre.

	<b>Current PD</b>	Willow Creek 4	Difference
Total Area of Site	188.4362 acres	188.4362 acres	No Change
Total Number of Home Sites	536	529	-7
Number of SF Lots	168	165	-3
Number of Two-Family Buildings	51 (102 Units)	57 (114 Units)	+6 (+12 Units)
Number of Apartment Homes	120	120	No Change
Number of Bayhomes	78	62	-16
Number of Townhomes	68	68	No Change

#### Parks & Common Open Space:

The parks and common open space within the current Willow Creek PD will stay virtually unchanged with the addition of Willow Creek 4. There are ponds, parks, trails, a basketball court, fountains, and a playground within the parks and open space. Currently there is 49.7 acres of parks/common space within the approved PD. The addition of Willow Creek 4 will incorporate a current wet pond into the development and adjust the total parks/common space to 49.34 acres.

#### **Civil Engineering Design:**

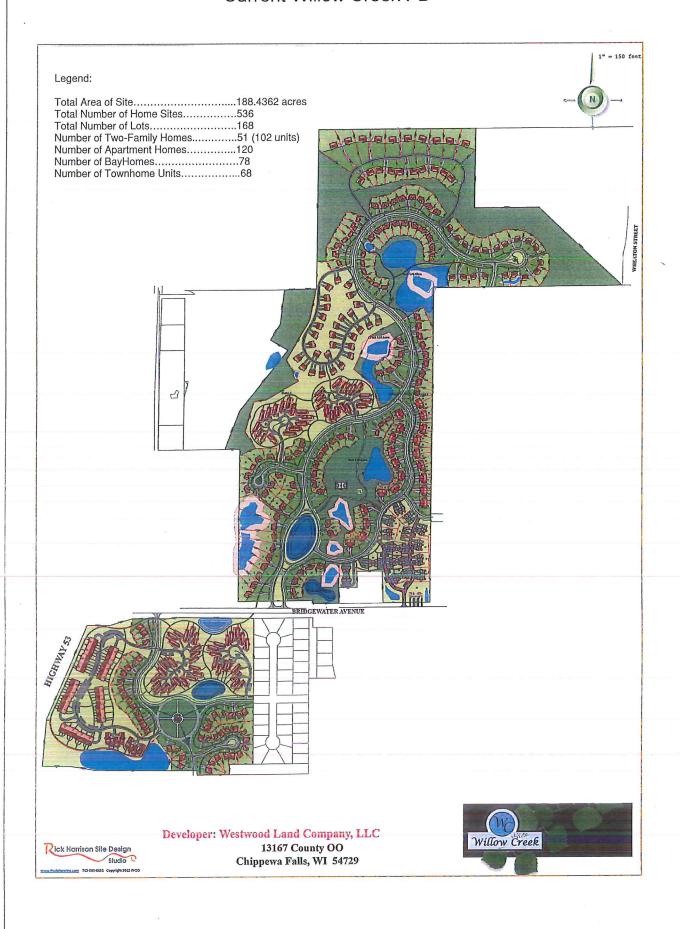
The civil engineering design for the project will follow the City of Chippewa Falls and the State of Wisconsin design criteria. All required permits will be obtained through the state and city. Design plans incorporating proper drainage, street design, street signage, and street lighting will be submitted to the City of Chippewa Falls for approval.

#### Summary:

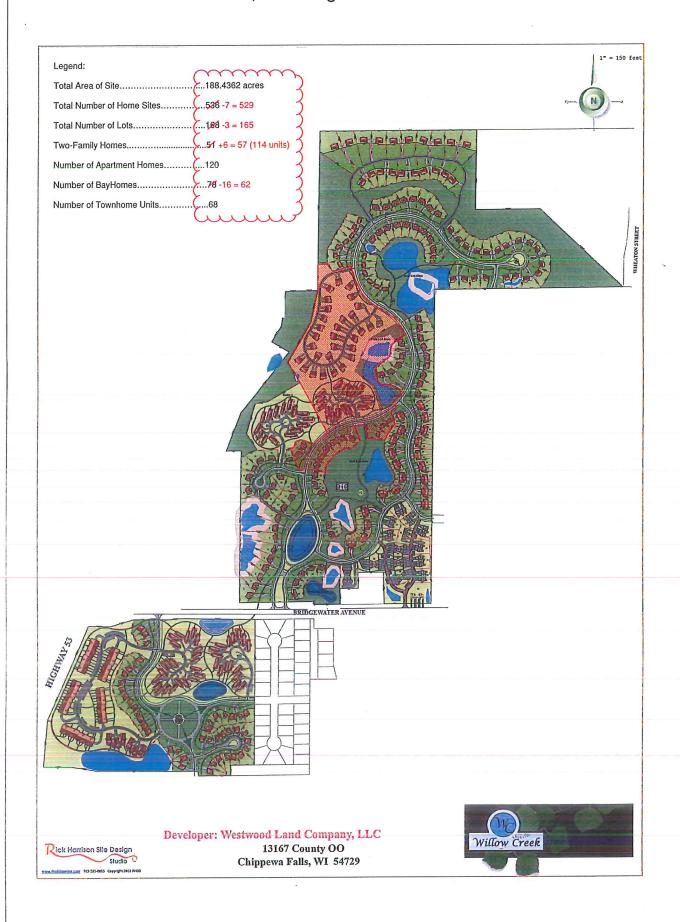
The Willow Creek 4 addition will balance out the available lot inventory throughout the overall neighborhood.

- ➤ The total number of home sites in the Willow Creek Neighborhood will be decreased by 7.
- > The total number of Single-Family lots will only be decreased by 3.
- > The total number of Two-Family Buildings will be increased by 6.
- ➤ The total number of Bayhome lots will be decreased by 16. The Bayhome concept is very slow moving in the Chippewa Valley and the current lot inventory will more than fit the needs of the community.

#### Current Willow Creek PD

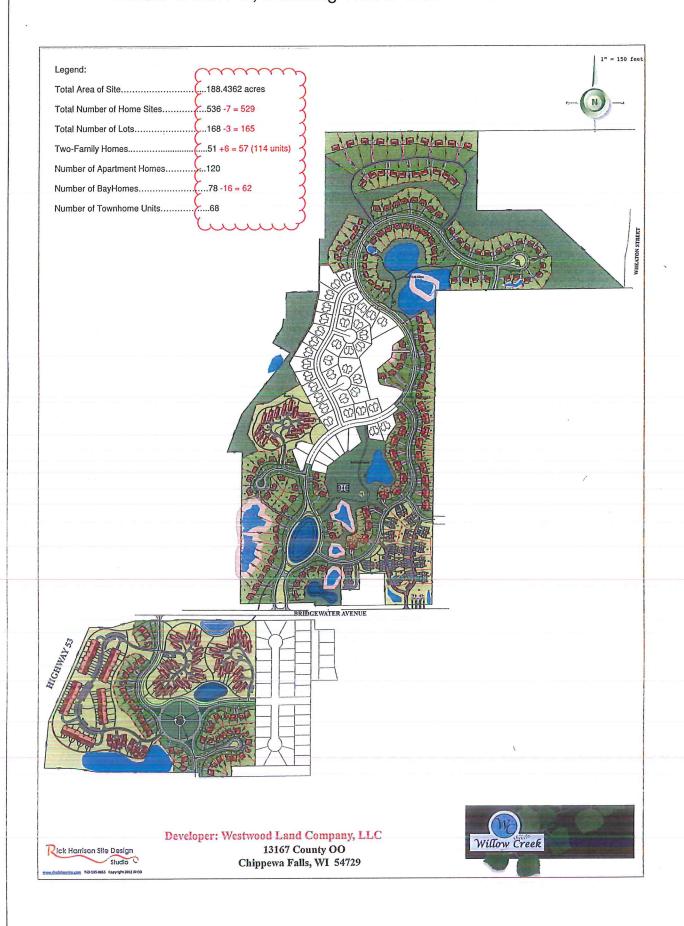


#### Willow Creek PD, Including Willow Creek 4 Revisions

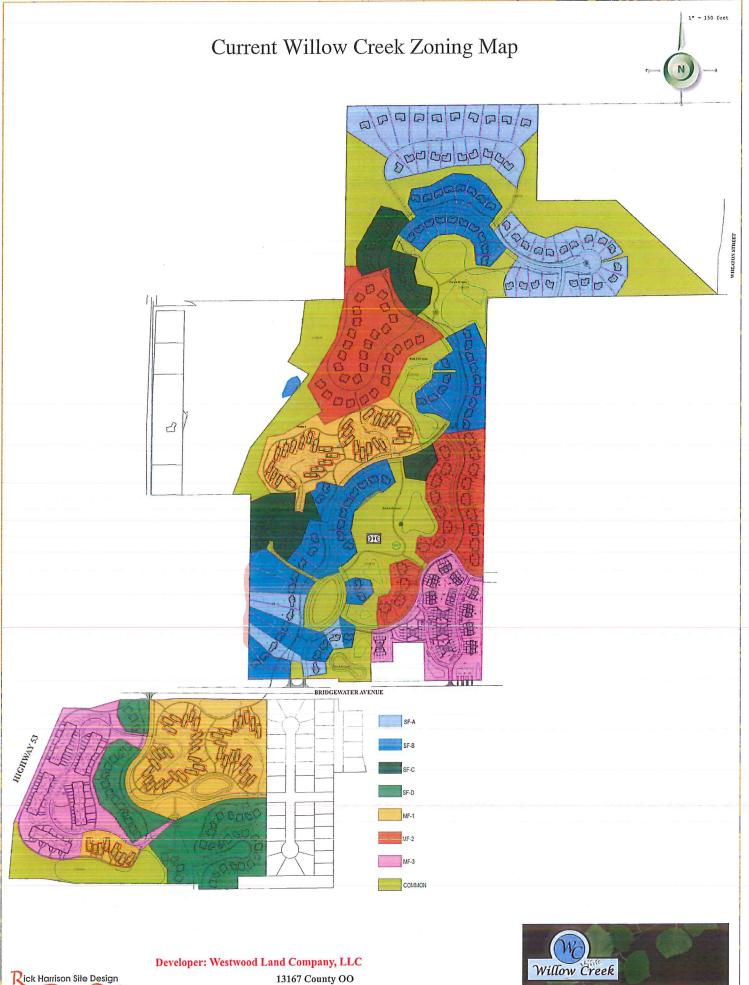




#### Willow Creek PD, Including Willow Creek 4 Revisions



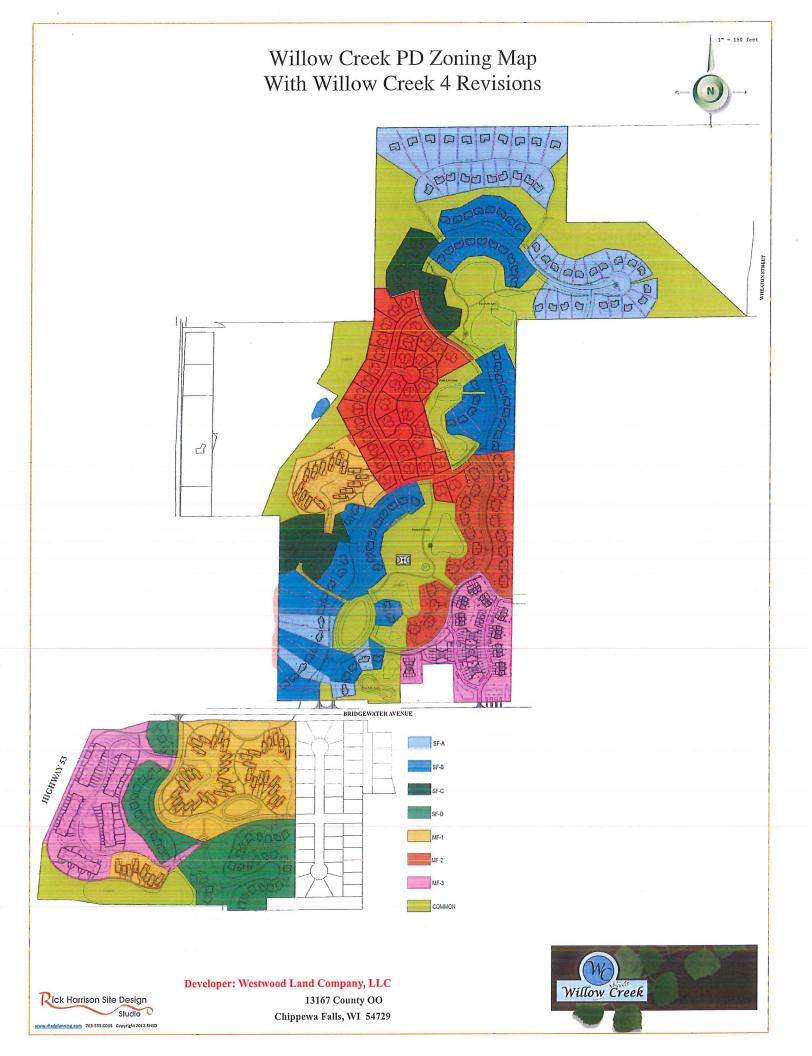


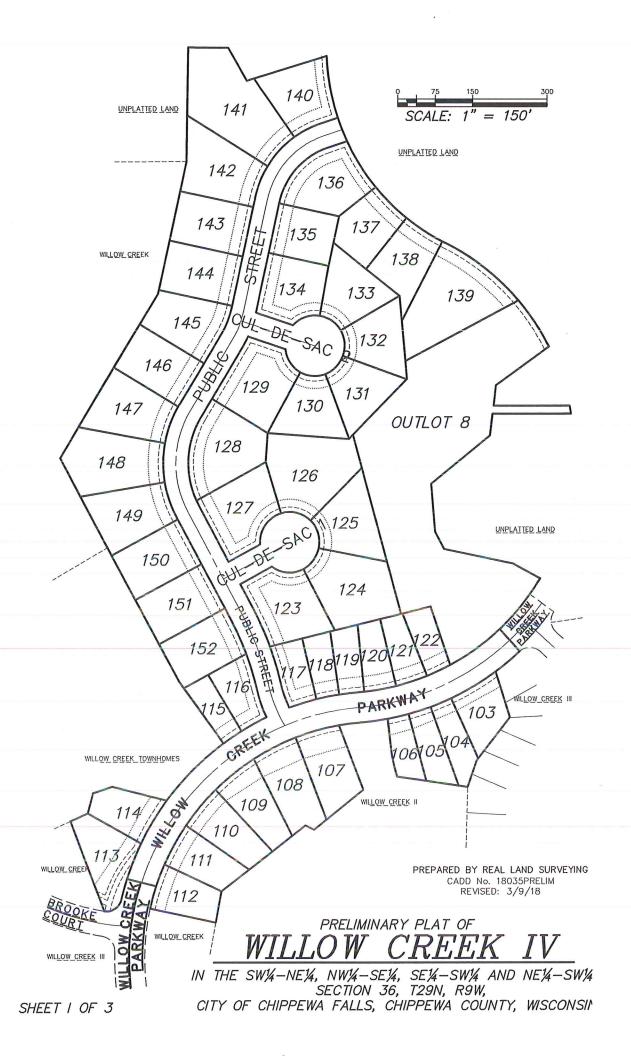


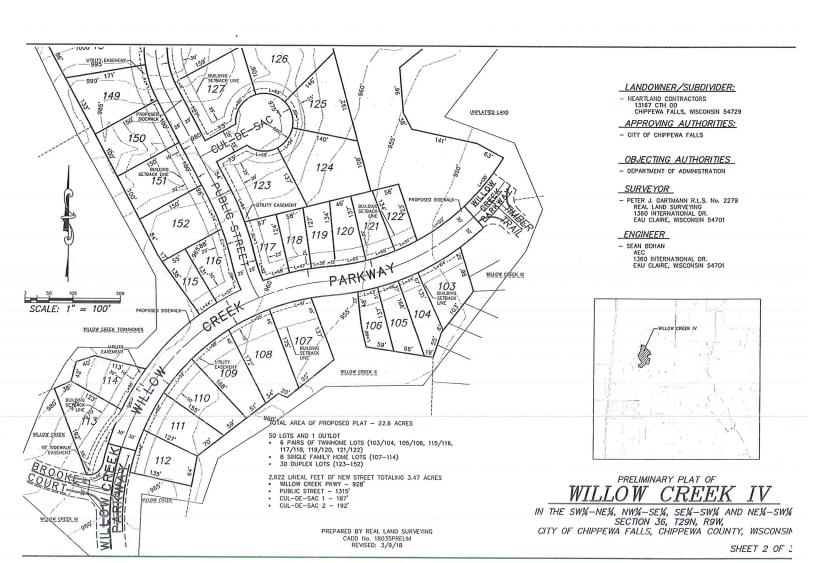


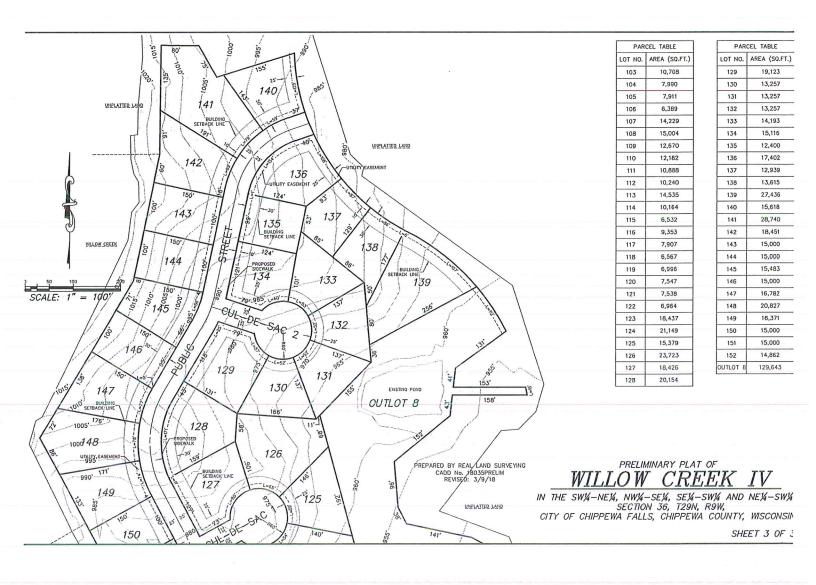
Chippewa Falls, WI 54729



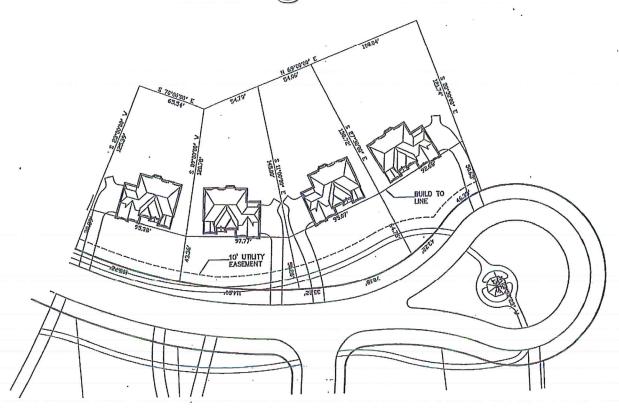








# Willow Creek Single Family Building Standards



Lot Standards	Primary Use	
Land Use	Single Family Dwelling	
Required Yards:		
Front –	Build To Line	
Rear -	30 Feet	
Side –	6 Feet	
Parking	2 Per Dwelling Unit	
Maximum Building Height	35 Feet	
Allowed Yard Encroachments	Stairs, Stoops, Bay Windows, Eve	
	Overhangs, Patios, Chimneys,	
	Fireplaces, Driveways, Sidewalks,	
	and Landscaping	

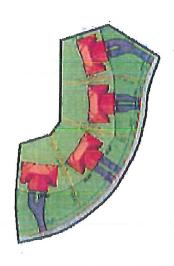
#### WILLOW CREEK PHASE IV TWIN HOME SPECIFICATIONS

Additional Information: The Twin Home District is intended to provide for development of zero lot line twin home development. Ownership of each unit will be on separate deeds. Compliance with State of Wisconsin one (1) and two (2) family Uniform Dwelling Code for attached units is required.

Twin Home Plats will be processed similar to other plats giving consideration to the requirements noted above. Provided, however, the fee for processing the plat will be half the fee established by council on a per lot basis.

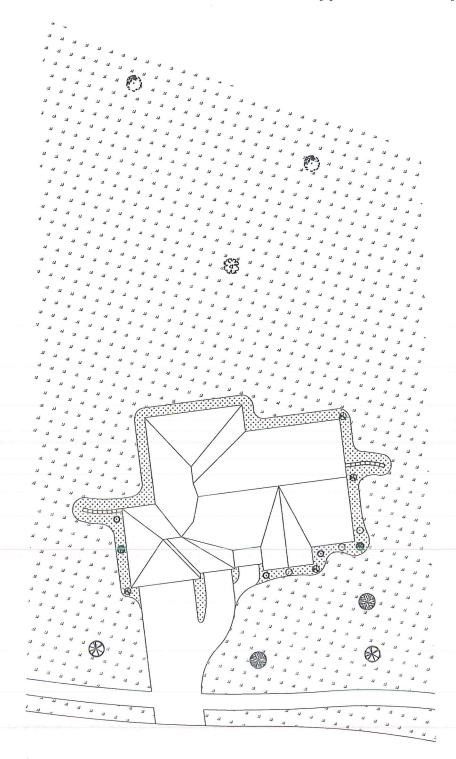
- A. A joint or attached driveway serving attached twin home dwellings Is permitted provided covenants addressing the maintenance of such driveway will be In a form approved by the city.
- B. A minimum fire separation complying with Comm. 21.08, Wis. Admln. Code, providing a vertical separation of all areas from the lowest level to flush against the underside of the roof, is required between each dwelling unit.
- C. The plans specification, and construction shall require the Installation and construction of separate sewer, water, and other utility services to each twin home dwelling.
- D. Both lots containing attached twin home dwellings shall be held under the same ownership until the completion of construction of the twin home dwellings.
- E. A maintenance agreement (party wall agreement), approved by the City Zoning Administrator, shall be entered Into by the owners of the attached twin home dwelling in order to ensure that equal and reasonable maintenance and repairs are performed on the attached twin home dwellings. Alternatively, provisions for maintenance of common walls may be incorporated into applicable covenants to be reviewed and approved by the City.
- F. Easements necessary for water, sewer and utility services and the maintenance agreement, shall be recorded with the Chippewa County Register of Deeds.
- G. The exterior and roof materials on each attached twin home dwelling shall be of the same color, quality, and consistency.

#### Multi Family Home Type 2T



Lot Standards	Primary Use	Accessory Use	Conditions/Exception to Use
land use	twin home or duplex	Per section 17.08	Per section 17.08
required yards		Per section 17.08	Per section 17.08
front	build to line		
side	6 feet		
rear	25 feet		
parking	2 per unit	Per section 17.08	Per section 17.08
max height	35 feet	Per section 17.08	Per section 17.08
allowed yard encroachments	Stairs, stoops, bay windows, eve overhangs, patios, chimneys, fireplaces, driveways, decks, sidewalks, and landscaping	Per section 17.08	Per section 17.08

### Willow Creek Typical Landscaping Plan



For Visi is	Pop 201 (H-02)	100
Symbol	Description	Quantity
* * * * * * * * * * * * * * * * * * *	Grass	
	Rock Mulch	
0	Colorado Spruce	
83	Oak Tree	
⊗	Sugar Maple	
	Ash	
0	Spirea	
8	Hydrangea	
8	Dogwood	
o	Arborvitae	
	Retaining Wall	

# Willow Creek 4 Single-Family Home Examples





# Willow Creek 4 Two-Family Home Examples





