**Please note that due to the ongoing COVID-19 public health emergency, all members of this governing body will attend via telephone or internet.**

The City Council Chambers will be open to the public but limited to 10 attendees due to social distancing. (Use the lower level doors.) Be advised that the building may not be open until 6:15 p.m.

For your personal safety and the safety of our community, interested persons are invited to watch from their homes in lieu of attending the meeting in person. The public may view and/or participate in the meeting by:

- Calling Toll Free 1-844-992-4726; Access code: 132 031 3930
- Visiting the web link: [https://tinyurl.com/RFPC09012020](https://tinyurl.com/RFPC09012020)
- Viewing the City’s YouTube Channel: [https://www.youtube.com/user/cityofriverfalls](https://www.youtube.com/user/cityofriverfalls)

Those wishing to speak during “public comment” (either remotely or in person) may do so at the discretion of the presiding officer (the Mayor). Please be advised that the Mayor may set time limits or limit repeat comments.

**Persons wishing to make a public comment** should contact Sam Wessel ([swessel@rfcity.org](mailto:swessel@rfcity.org) or 715-426-3424) prior to 4 p.m. on the day of the meeting in order to ensure they are added to the list and can be accommodated during the meeting.

AGENDA BEGINS ON NEXT PAGE
AGENDA
PLAN COMMISSION
SEPTEMBER 1, 2020

CALL TO ORDER – 6:30 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES
1. Minutes of the August 4, 2020 Plan Commission meeting

PUBLIC COMMENTS – Non-Agenda Related Topics

PUBLIC HEARING
None

ORDINANCES AND RESOLUTIONS
2. Consideration of PC Resolution 2020-05 recommending an amendment to the Official Zoning Map and Future Land Use Map of the Comprehensive Plan of the City of River Falls (Lot 1 S. Wasson Lane)
3. Consideration of an ordinance amending Chapter 16.10 Extraterritorial Subdivisions

REPORTS
4. Director’s Report

ADJOURNMENT

Council members may be in attendance for informational purposes only.
No official Council action will be taken.
MINUTES
PLAN COMMISSION
AUGUST 4, 2020 at 6:30 p.m.
City Council Chambers

Members Present: Dan Toland, Lisa Moody, Patricia LaRue, Hal Watson, Craig Hinzman, Rebecca Prendergast
Members Absent: Craig Hofland
Staff Present: Amy Peterson, Crystal Raleigh, Brandy Howe, Sam Wessel, Keri Schreiner, Jason Stroud
Others Present: Marvin Wanders, Three Sixty Real Estate, LLC

CALL TO ORDER
Meeting convened at 6:30 p.m.

APPROVAL OF MINUTES
1. March 9, 2020 Plan Commission minutes
   M/Watson, S/Moody – motion carried 6-0

2. July 23, 2020 Extraterritorial Zoning Committee (Troy) minutes
   M/Moody, S/LaRue – motion carried 6-0

PUBLIC COMMENTS
Neil Gilbertson, River Falls, spoke in opposition to the proposed Milltown Residences project citing safety and traffic as primary concerns.

Susan Meyer, 1659 Covey Drive, spoke in opposition to Milltown Residences citing devaluation of her property as a primary concern. She also asked if any steps will be taken to protect her property from traffic lights that might shine into her windows.

Joann Ayres, 1583 Covey Drive, spoke in opposition to Milltown Residences citing the loss of the view to DeSanctis Park as well as concerns about transient people that will reside in the townhomes.

George Ayres, 1583 Covey Drive, spoke in opposition to the proposed Milltown Residences. He commented that extension of Roosevelt Street through the park would destroy the park.

Julie Larson, 1617 Covey Drive, spoke in opposition to Milltown Residences because construction of the townhomes will create traffic and it will no longer be the “edge of town.”

Katherine Hector, Maple Street, representing an online petition with 1091 signatures against the proposed Milltown Residences project because it will permanently change the neighborhood and
impact the park and environmental integrity of the area. She also raised parking, traffic, and a lack of desirable retail in the City as other concerns.

PUBLIC HEARING

Public hearing for Agenda Items 3 and 4, below.

Peterson provided a presentation on items 3-5, below.

No public comments were provided during the public hearings for agenda items 3 and 4.

ORDINANCES AND RESOLUTIONS

3. Consideration of a Resolution Designating Proposed Boundaries and Approving a Project Plan for Tax Incremental District No. 16, City of River Falls, Wisconsin

The Mayor called for a motion. Watson made a motion to approve the Resolution Designating Proposed Boundaries and Approving a Project Plan for TID No. 16. No questions or comments by Plan Commission. Howe proceeded with a roll call vote.

M/Watson, S/Hinzman – motion carried 6-0

4. Consideration of a Resolution to Amend the Comprehensive Plan and Future Land Use Map for Mann Valley and DeSanctis Vicinity

The Mayor called for a motion. Watson made a motion to approve the Resolution to Amend the Comprehensive Plan and Future Land Use Map for Mann Valley and DeSanctis Vicinity. LaRue suggested that some additional study and public input might be needed related to the DeSanctis area FLU amendment. She suggested that the area may be suitable for neighborhood commercial. Watson noted that in reference to the Mann Valley FLU amendment, in addition to 214 acres of future business uses, there will be considerable acreage reserved as conservancy in an area previously had designated for single family. It is Watson’s understanding that the proposed FLU amendment will dramatically increase the amount of park and conservancy land on the west side of the city for both residents as well as habitat for animals. Watson then asked staff if the City reached out to local developers after the Gerrard project fell through to see if single family homes would be feasible to be built on the 7-acre site. Peterson responded that staff did reach out to two or three local developers and all of them passed due to steep slopes, limited access to Division Street and the odd shape of the site. Watson then added that it is his opinion that the City has done its due diligence to try to find out if single family can be done on the site and has learned that it is not economically feasible. It therefore does not make sense to leave the future land use designation as single family residential. LaRue then asked if there was an examination of various densities or neighborhood commercial for the site. Peterson responded that the RFP that was sent to developers was specifically for housing and that the proposals received included various densities. No further discussion. Howe proceeded with a roll call vote.

M/Watson, S/Hinzman – motion carried 5-1
5. Consideration of a resolution to approve the specific implementation plan for Milltown Residences (previously known as DeSanctis Townhomes)

The Mayor called for a motion. Hinzman made a motion to approve the Resolution to Approve the Specific Implementation Plan for Milltown Residences. LaRue asked if the property should first be rezoned before this item is approved. Peterson responded that rezoning is not required when using a planned unit development because the PUD grants the flexibility for density. Watson asked if Peterson could speak to the park improvements planned as a result of this project. Peterson responded that improvements will include a public parking lot for DeSanctis Park, which is a community park, realignment of Dry Run Road, water and sewer connections to Glover School so it can be usable for a rentable, sidewalk connections, and park and street landscaping. Watson noted that completion of the water/sewer extension to Glover School will be the conclusion of many slow, incremental improvements to make that building rehabbed and usable. Watson asked if the developer could speak to the landscaping along W. Division Street. Marvin Wanders, with Three Sixty Real Estate, LLC, indicated that regional natives will be used as well as edible plants. For example, instead of dogwood, raspberry bushes would be planted, which is beneficial not only for humans, but also birds and wildlife. A pollinator prairie will also be integrated on the site. Watson asked the developer to speak to the target market. Mr. Wanders indicated that the first-floor one-level units will be attractive to empty nesters and the stacked townhomes will work well for young professionals. Overall, the end product will feature complementary uses that will benefit the neighborhood in that single family homeowners may wish to downsize to the townhomes and younger residents may wish to graduate up to the single family houses in the neighborhood. Prendergast expressed a concern with traffic resulting from the development. Peterson responded that based on anticipated traffic counts, staff does not have a concern with how the intersection will function. Hearing no further comments, the Mayor called for a vote on the motion.

M/Hinzman, S/Watson – Tied - 3-0 with Watson, Hinzman, and the Mayor voting in favor and LaRue, Prendergast, and Moody voting against.

REPORTS/DIALOGUE

6. Director’s Report

Peterson provided a brief director’s report of departmental activities since March 2020.

ADJOURNMENT

Watson made a motion to adjourn at 8:05 p.m.

M/Watson, S/Moody; motion carried 6-0

Respectfully submitted,

Brandy Howe, AICP, Sr. Planner
ITEM: Rezoning and Future Land Use Map amendment at South Wasson Lane Lot 1
APPLICANT: Ron Raedeke and Susan Loomis
OWNERS: WP Southfork, LLC (Applicants have active offer on property)
STAFF: Sam Wessel, Planner

BACKGROUND
Ron Raedeke and Susan Loomis are seeking a zoning map and future land use map amendment for a 1.33-acre site located at Lot 1, South Wasson Lane, just east of where South Wasson Lane bends west into Morgan Road (Figure 1, below). Raedeke and Loomis have entered into a purchase agreement with the current property owner contingent on the requested rezoning approval to build a 10-unit townhome complex consisting of two story, three bedroom units with attached single car garages (Exhibit 1).

Figure 1. Location of proposed rezoning and existing zoning districts
ANALYSIS

Rezoning
The subject site is currently zoned R-1 Single Family Low Density Residential, and the applicant is requesting R-2 Multiple Family Medium Density zoning. Surrounding land uses include Golf View Park and the State Highway 35/65 Bypass to the northeast within the City limits. Strips of privately owned land containing open space and a few outbuildings in the Town of River Falls border the property on the south and northwest sides; these properties are within the Residential Suburban extraterritorial zoning (ETZ) district. To the west of the property is a mix of single and multiple family housing zoning districts of low, medium, and high densities, containing single family homes, two-family homes, and apartment complexes. Finally, vacant land owned by Chippewa Valley Technical College (CVTC) is located to the south of the subject property, which is zoned SZ – School Zone. The site is not located within any special overlay zoning districts, wellhead protection districts, or shoreland zoning areas.

The site is currently vacant, consisting of an open field and a small wooded area. The site is accessible on the southwest side of the property by South Wasson Lane, and an existing easement with unknown boundaries is located on the site to maintain driveway access to the narrow township property to the south. The applicant plans to resolve the unknown location of this access easement following rezoning approval.

Since the site is currently vacant, its existing R-1 Single Family Low Density zoning is neither consistent nor inconsistent with its current use, but it does not permit the proposed 10-unit multifamily townhome the applicants propose to construct. Based on the site’s 1.33 acres, the proposed R-2 zoning would limit the site’s development to 15 units as it requires 3,750 square feet of total lot area per unit, with additional open space and parking requirements that could further limit the site’s maximum number of units depending on a development’s layout.

Using data presented in the City’s 2018 Housing Needs Analysis, as of July 1, 2020, at minimum an additional 684 multifamily housing units are needed to meet housing demand by 2030, or about 68 units per year. Since the site is larger than the majority of properties in the City zoned R-1, and demand for housing of all types is high, staff supports that the site is suitable for a variety of medium density residential uses, including duplexes, townhomes, or a small apartment complex of 15 or fewer units. Due to its acreage and limited street frontage, staff has determined that R-2 is the highest density zoning district feasible for the site and is appropriate for the density that the developer is proposing. The R-2 zoning also would continue to allow a single family home if desired by a future property owner if the site were to remain vacant.

It is important to note that no surrounding properties are zoned R-2, but six two-family homes along the east-west stretch of South Wasson Lane and Morgan Road are unusually zoned R-1, rather than the expected R-2. If the subject property is zoned R-2, the subject property, along with the six existing two family homes, forms a continuous transition between single family homes to the north and multifamily and school uses to the south (see Figure 2.).
Figure 2. Location of six two-family homes that are atypically zoned R-1 instead of R-2, with R-2 being the proposed zoning for the subject property. Together, they would form a medium density buffer between existing zoning districts.

Comprehensive Plan Future Land Use Map Amendment
Section 66.1001(3), Wis. Stats. requires consistency between the Comprehensive Plan and the zoning ordinance. The current future land use designation of the project site is Public/Institutional, which is neither consistent nor inconsistent with the site’s current use, and it is not consistent with the proposed zoning and land use. This future land use designation was likely chosen when the Comprehensive Plan was written to accommodate expected growth from CVTC. The City’s 2020 Campus Corridor Concept Report does not depict CVTC expansion to the north onto the subject property, but rather reflects a more likely scenario of CVTC expansion towards the corner of South Wasson Lane and East Cascade Avenue.

To establish consistency, staff recommends an amendment to the future land use map to change the land use designation of the site from Public/Institutional to Medium Density Residential. The City’s Comprehensive Plan (2005) defines the Medium Density Residential land use category as 4.1 to 8 units per gross acre, describing it as applying to “attached single family housing and multifamily units such as duplexes, triplexes, apartments, and condominiums. Single-family detached units may be permitted at this density.” The proposed Medium Density Residential land use classification accommodates the proposed 10 unit development and is compatible with the scale of its design. The following pages contain maps that depict the site’s existing zoning and proposed zoning and the site’s existing future land use designation and proposed future land use designation.
NOTIFICATIONS AND COMMENTS
A notice of the proposed rezoning was mailed on August 12, 2020 to property owners within 300 feet of the parcel proposed for rezoning. A proposed rezoning sign was also placed on the site per Section 17.104.050 of the Municipal Code on August 19, 2020. Both a class 1 and class 2 notice advertising the October 13th public hearing will be placed in the Hudson Star Observer, since the proposed ordinance will amend both the future land use and zoning designations of the site concurrently. As of the date of this memo, no comments about the rezoning have been received from property owners or the general public.

RECOMMENDATION
Given CVTC’s likely expansion to the south, the highest and best use for this parcel is R2 for multifamily development and therefore, it is recommended that Plan Commission approve of the enclosed resolution recommending approval of the amendment to the Official Zoning Map and Future Land Use Map.

NEXT STEPS
The following steps with known meeting dates remain to be completed before this development project may commence.

1. **September 22, 2020** – City Council review and consideration of:
   a. Rezoning – ordinance 1st reading
   b. Future Land Use map amendment – ordinance 1st reading

2. **October 13, 2020** – City Council public hearing and action on:
   a. Rezoning – public hearing and ordinance 2nd reading
   b. Future Land Use map amendment – public hearing and ordinance 2nd reading

Following approval of these items Staff anticipates the applicant to submit a development review application for the proposed 10-unit townhome.

EXHIBITS
1. Site concept: Ron Raedeke and Susan Loomis
2. Resolution approving Future Land Use Map and Official Zoning Map amendments
Narrative Description of River Falls Development Plans

My husband Ron Raedeke and I have learned that River Falls, WI seems to have a need for more housing. We have placed an offer on 1.331 Acres on South Wasson Lane in River Falls with the intention of having the land rezoned from single family to multi-family so we can build townhomes.

The rezoning of this property is contingent on the sale.

We have other rental properties in St Croix Falls and New Richmond, WI and recently built deluxe three bedroom townhomes in New Richmond. We worked closely with the city of New Richmond Community Development Director Beth Thompson and her team during this process.

We think we would like to build one or two buildings with a total of ten to twelve deluxe three bedroom townhomes. We will stay within the 1:1 requirement. We are attaching sample drawings and floor plans of our new property so you can see what we have built and would like to build on this property. We plan to use the contractor we used previously for this project as well.

Each townhome will have three bedrooms, two bathrooms with an attached garage, balcony and patio. Each townhome will have hardwood floors, stainless steel appliances, granite countertops, kitchen island, washer and dryer, as well as its own heating and central air conditioning units.
RESOLUTION NO. PC 2020-05

RECOMMENDING AN AMENDMENT TO THE OFFICIAL ZONING MAP AND
FUTURE LAND USE MAP OF THE COMPREHENSIVE PLAN
OF THE CITY OF RIVER FALLS
(LOT 1 SOUTH WASSON LANE)

WHEREAS, Susan Loomis and Ron Raedeke filed an application on June 21, 2020 to rezone an approximately 1.33-acre site near the intersection of S. Wasson Lane and Morgan Road from R-1 Single Family Low Density Residential to R-2 Multiple Family Medium Density Residential (Exhibit 1); and

WHEREAS, the rezoning will facilitate in the development of a 10-unit townhome complex; and

WHEREAS, Section 66.1001(3), Wis. Stats. requires consistency between the City’s Comprehensive Plan and the zoning ordinance, and the current future land use designation of the site is inconsistent with the proposed use of the property and the proposed R-2 zoning; and

WHEREAS, to establish said consistency between the Official Zoning Map and the Comprehensive Plan, staff recommends an amendment to the future land use map that would change the land use designation of the site to Medium Density Residential, which is consistent with the proposed zoning and anticipated future uses of the site; and

WHEREAS, notification letters were mailed on August 12, 2020 to property owners within 300 feet of the parcel proposed for rezoning and a proposed rezoning sign was placed on the site on August 17, 2020 per Section 17.104.050 of the Municipal Code; and

WHEREAS, the Plan Commission considered the rezoning and future land use map amendment at its September 1, 2020 meeting and found the amendments to be reasonable, appropriate, and consistent with current City plans for the site in question.

NOW, THEREFORE, BE IT RESOLVED, that the Plan Commission forwards the request to City Council with a favorable recommendation to rezone the area as depicted on Exhibit 1 and amend the future land use map as depicted in Exhibit 2.

Dated this 1st day of September 2020.

________________________________________
Dan Toland, Mayor

ATTEST:

________________________________________
Amy White, City Clerk
ITEM: Ordinance Amending Chapter 16.10 of the Municipal Code
APPLICANT: None
OWNERS: None
STAFF: Amy Peterson, Community Development Director

RECOMMENDED ACTION
Approve the resolution amending Chapter 16.10 of the Municipal Code.

BACKGROUND
Recently Plan Commission and the City Council reviewed a requested waiver of the City’s extraterritorial subdivision review. E.W. Homes was seeking a waiver of the City’s subdivision review authority in the Town of Troy. The City has review authority for proposed subdivisions within the extraterritorial jurisdiction. Section 16.10.230 of the Municipal Code authorizes the City Council to waive this authority in land outside of the city limits if more than half of the legal description of the proposed subdivision lies outside of the city’s subdivision review area.

Plan Commission at its March 9, 2020 meeting recommended denial of the request. The process was then delayed due to Covid-19 and Council took it up at the August 11, 2020 meeting and approved the request.

ANALYSIS
Staff consulted the City’s land use attorney prior to Council review of the waiver request. The attorney’s confidential memorandum provided to Council describes recent court decisions that significantly impact the way cities can enforce extraterritorial subdivision regulations. In a 2014 case, Lake Delavan Prop. Co., LLC v. City of Delavan, the court of appeals held that the City of Delavan has no authority to deny a proposed subdivision plat based on density standards, because to do so is a regulation of land use within a subdivision ordinance, which is prohibited by state law.

Legal counsels’ recommendation is to modify the City’s existing ordinance to emphasize that land use is not the basis of the regulation. In addition, the proposed modification requires a detailed application and fee to be paid when requesting a waiver under 16.10.230. Staff recommends the waiver application fee for section 16.10.230 be set at $1,500. This rate is based on a staff time estimate and is less than ETZ special use permit application, which requires similar meetings and staff time, but also requires a public hearing and notifications.

RECOMMENDATION
Given the legal analysis of the current Chapter 16.10, and recent case law, it is recommended that the Plan Commission approve the enclosed resolution recommending amending Chapter 16.10 of the Municipal Code.

EXHIBITS
1. Ordinance to amend Chapter 16.10 of the Municipal Code
ORDINANCE NO. 2020-##

AN ORDINANCE AMENDING
CHAPTER 16.10 OF THE MUNICIPAL CODE

RECITALS

A. The City has effectively assured that extraterritorial subdivisions are not inconsistent with eventual urban development by requiring a 35 acre lot size.
B. The City desires to provide alternate means of assuring good planning and avoiding financial loss due to poor development.
C. The City also desires to make clear that it does not consider the proposed use of land in approving or denying extraterritorial subdivisions.

THE COMMON COUNCIL OF THE CITY OF RIVER FALLS HEREBY ORDAINS AS FOLLOWS:

Section 1. Section 16.10.001 is amended to read as follows:

16.10.001 – Statement of purpose.

The purpose of this chapter shall be to govern the subdivision of lands lying within the extraterritorial subdivision jurisdiction of the city in adjoining towns as determined pursuant to Sections 236.02(5) and 236.10(1)(b)2, Wis. Stats. Underlying the regulations is the need of the city to deal with the effects of growth upon the city and its potential need to provide for or to extend its provision of services and infrastructure to anticipated subdivisions and land developments. Also underlying the regulations is the city’s need to finance the installation, construction, and operational costs of services and infrastructure related to development thereof upon the planning for and efficient delivery of public improvements in the city and, as annexations occur, in areas now adjoining the city. A further basis for this chapter is the need to deal with the rapid growth in impervious surfaces resulting from development, the environmental impacts of development adjacent to the Kinnickinnic River and upon the bluffs surrounding the city and the corresponding problems of dealing with uncontrolled residential,
commercial, and industrial development of lands in adjoining towns which, in the future, may require the extension of city services or may result in requests for annexation to the city, resulting in haphazard or unplanned or under planned streets, sewage disposal and water system extensions and other infrastructure related problems. In addition, unplanned or uncontrolled subdivision of lands and their development outside of the city limits may in the future restrict planned growth of the city, impacting upon the need for and location of parks, schools and other governmental structures and services. This chapter and its regulation of extraterritorial land divisions is further designed to promote the public health, safety and general welfare and to that end shall be used as a means of lessening congestion in the streets and highways; to further the orderly layout of land; to insure the use of proper legal descriptions and monumenting of land subdivisions; to secure safety from fire, panic and other dangers; to provide adequate light and air; to promote development of land which is harmonious to the use of adjoining land; to prevent the overcrowding of land and avoid undue concentration of population; to facilitate adequate provision for transportation, water, sewage, storm water drainage, schools, parks and parkways, playgrounds and other public requirements; and to facilitate the resubdivision of larger tracts into smaller parcels of land.

Section 2. Paragraphs B, H and K of Section 16.10.050 shall be amended as follows:

The city of River Falls subscribes to the policy that the development of land, both in and adjoining the city, should be located in a compact manner so as to facilitate the efficient and cost effective provision of municipal services and facilities. With this intent in mind, proposed subdivisions shall be reviewed in accord with and shall conform to the following goals:

A. Preservation and enhancement of the business, industrial, residential and institutional climate of the city of River Falls and encouragement of compact, balanced growth, both within and adjoining its city limits.

B. Encouragement of an appropriate array of and configuration of commercial, industrial, residential and institutional land uses, together with promotion of employment opportunities and preservation of open space, land uses, including but not limited to those associated with the Kinnickinnic River, a regional natural resource, so as to meet both the needs of present as well as future residents of the area.

C. Direction of new growth to those areas capable of providing adequate public services and facilities.

D. Prevention of scattered, noncontiguous development without discouraging new, desirable development.
E. Ensuring that new development will not be detrimental to the physical, social and economic wellbeing of the residents of the city or adjoining areas of Pierce and St. Croix Counties.

F. Ensuring that new development will be organized and timed so as to permit urban services and facilities to be provided as economically and efficiently as possible.

G. Discouragement of new developments in those areas which are premature in terms of planning and timing for the provision of adequate public services and facilities.

H. Preservation of high quality agricultural lands for that purpose when located in areas designated for agricultural land uses.

I. Prohibition of development in areas or forms where substantial problems will result from excessive automobile traffic volume.

J. Favoring of land use development intensities and patterns which are supportive of alternative modes of transportation.

K. Fostering the preservation of significant historical properties and sites.

Section 3.  Sections 16.10.160 and 170 are repealed and Section 16.10.160 is recreated to read as follows:

16.10.160 - Division into smaller lots.

Lots of less than 35 acres but more than 10 acres may be created if, in addition to the other requirements of this chapter, the applicant for the approval of the land division demonstrates all of the following:

A. The land division is consistent with the City’s official map.

B. The land division will accommodate an urban street plan and storm water management and the installation of sewer, water and other utilities.

C. The land division will be consistent with efficient delivery of municipal services.

D. Future streets and utilities can reasonably and efficiently connect to existing and planned streets and utilities.

E. The land division will not interfere with development of other lands within 1500 feet of the lands to be divided.

Section 4.  Section 16.10.230 is amended to read as follows:

16.10.230 – Waiver of subdivision approval jurisdiction under certain conditions.
The authority of the city to approve of subdivisions may be waived by the city as to land situated outside of the city limits if more than one-half of the legal description of a proposed subdivision lies outside of the designated subdivision area. After receiving a report from the plan commission, at its discretion, the common council may waive the rights of the city to review such a subdivision if it finds it to be in the best interests of the city to do so. An application shall be filed with the Community Development Department along with the associated fee stipulated in the city fee schedule. The application shall contain a site plan, a memo that details the layout and design and includes percentages of the site in and out of the city’s subdivision area.

 Adopted by the Common Council of the City of River Falls on the _____ day of October, 2020.

 FOR THE CITY OF RIVER FALLS

 ________________

 Dan Toland, Mayor

 ATTEST:

 ________________

 Amy White, City Clerk

 Adopted: ________________

 Published: ________________
Introduction

This report is provided monthly to update the Plan Commission on Community Development efforts for the past month, as well as to provide a look forward to the upcoming Plan Commission work.

Reporting Period:
July 28- Aug 21, 2020

Next Plan Commission Meeting:
October 6, 2020

Items to note:

- Upcoming items this fall:
  - FEMA ordinance update
- Due to the pandemic, City strategic initiatives and Capital Improvement Plan revisions resulted in delays in the following key projects:
  - Update the Outdoor Recreation Plan
  - Update the Downtown Master Plan
  - Work on Mann Valley Corporate Park
  - Implementation of the city wayfinding program

Community Development Staff

Left to right: David Hovel, Zach Regnier, Brandy Howe, Crystal Raleigh, Tamarra Jaworski, Angie Bond, Amy Peterson, Sam Wessel, Keri Schreiner, Jason Raverty.
Planning and Zoning

- **Current Planning**
  - Annexations
    - None
  - Development review
    - Kwik Trip at Cemetery Road/STH 65 – awaiting plan revisions
    - Milltown Residences – SIP in review
  - Variance – Board of Appeals
    - 641 S. Main Street request for variance to shoreland setback
  - Subdivisions
    - None
  - CSls
    - Working on CSM for property owner on 8th Street
    - Working on CSM for 7.09-acre parcel south of DeSanctis Park
  - ROW Vacation
    - None
  - Extraterritorial Zoning/Subdivision

- **Zoning ordinances/map amendments**
  - S Wasson Ln Lot 1: request to rezone from R1 Single Family Low Density to R2 Multiple Family Medium Density to accommodate potential 10 townhome units
  - FEMA/DNR- required Floodplain Ordinance Revision to be completed by December 2020

- **Plan Commission prep**
  - September meeting

- **HPC projects and meeting prep**
  - Cancelled until further notice

- **BID Board meeting prep**
  - BID Board meeting held in August

- **Mapping**
  - Ongoing updates for the development projects map; [Click here for map](#)
  - Produce maps as-needed for various City departments

- **Projects**
  - Working with developer on 700 S Main Street concept
  - Quarterly tracking of new housing units per the City’s 2018 Housing Needs Analysis.

- **Conferences/Trainings/Events**
  - None

- **Grant Writing**
  - Exploring options for EDA grant

- **Customer Service**
  - Complete fence permits
  - Handle customer inquiries and code enforcement items

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**Economic Development**

- Attended online Innovation Center Management Committee Meetings (Schreiner)
- Attended online River Falls Economic Development Corporation meeting (Schreiner)
• Treasurer and Secretary duties as well as Management Committee meetings for the EDC
• Helped to support businesses during COVID-19
• Assisted with the August 11 election
• Work on the creation of TID #16
• Continue to work with 360 Real Estate Solutions on the DeSanctis project
• Work with a developer on 700 S Main redevelopment area
• Sent 4 RFIs

### Building and Inspections

<table>
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<tr>
<th>Permits (July 28-Aug 21)</th>
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<tr>
<td>Building Permits</td>
<td>35</td>
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<tr>
<td>New Home Permits</td>
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<td>Fence Permits</td>
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<td>Sign Permits</td>
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• 3427, 3432 Aberdeen Place, occupancy granted for 12 unit apts. 3431 Aberdeen, occupancy granted for garage unit. 3448 & 3464 Aberdeen Place final inspection completed.
• 798 Peregrine Circle (12 unit apt.) – underground plumbing and concrete slab completed. Building permits issued for two more 12-unit buildings, footings inspected at 786 Peregrine Circle.
• 1300 S. Main Street, underground plumbing inspected.
• River Falls Schools, Meyer Middle school – final inspection on auditorium, which closes out the permit. Westside Elementary – final inspection on the living room area, which closes out the permit.
• The Depot, 315 River Street – final inspection on 50-unit building.

### Engineering

• Internal Consulting Projects
  o Troy-Pomeroy Watermain Relocation (SEH)
  o Mann Valley Preliminary Design – ALTA and wetland only (SEH)
  o Potential for Streambank Project on Spring Creek Drive
• WisDOT Projects
  o Hoffman Place jug handle – Construction to ramp up the week of August 24th
  o STH 65 Bridge over Division Street (construction in late August)
  o Cemetery Road Reconstruct (AECOM 2021 Construction)
    - Keeping involved in WisDOT and Kwik Trip coordination for their concurrent, adjacent projects
  o STH 29 between CTH FF and Cemetery Road – (AECOM 2021 Construction)
  o For future consideration – Wasson Lane Street Reconstruct, Powell Avenue Bridge Redeck, LRIP Pavement Maintenance
• Development review assistance regarding stormwater management, utility design, lot layouts, street and parking layouts, and traffic movements for the following sites:
  o Kwik Trip
  o Milltown Residences
  o 700 S. Main Street
  o Aberdeen add'l parking
• Stormwater
  o Regnier doing bi-weekly erosion control inspections on all active construction sites
  o Coordinating PW storm structure repairs
Reviewing grading and stormwater management for recently completed development projects

 Utilities
  o 2020 Sewer Grouting & Lining project (August construction)
  o 2020 Sewer Manhole Rehabilitation (August construction)
  o Monitoring construction on UWRF May Hall and Johnson Hall

 Streets/Traffic
  o Micro surface project awarded. Construction expected August 24-28
  o Chip Seal/Fog Seal projects with St. Croix County are mostly complete
  o Coordinate Powell Avenue bridge emergency repairs with PW and WisDOT
  o Plan for line painting
  o Plan for biennial pavement ratings

 Construction
  o River Falls Police Department
  o WisDOT Jughandle
  o Project Close-Out: Glen Park, Highview Meadows 5th Addition
  o Residential lateral installation and abandonment inspections (ongoing)
  o Construction inspection for new infrastructure at Peregrine Terrace, 1300 S. Main Street, Sterling Ponds Cottages, Sterling Ponds 2nd Addition

 Conferences/Trainings/Events
  o Regnier preparing for October Professional Engineering Exam

 GIS
  o Mapping newly installed infrastructure, changes to parcels, and right of way
  o Meeting with ESRI representatives and consultants to better understand future of ArcMap as it relates to online applications
  o Verifying survey data for CSMs and plats

 Covid 19
  o Staff is working 75% from remote locations, 25% in office

 Management

  • Prepared ETJ ordinance amendment and plan commission report
  • Participated in Executive Team meetings, Housing Authority meetings, operations & utility coordination meeting, major development project meeting
  • Coordinated property owner concerns in and around River St and Cedar St.
  • Hold weekly staff meetings, weekly individual staff check ins and staff 1:1 meetings
  • Completed two staff person reviews
  • Met with two new Plan Commission members
  • Presented to plan commission and council
  • Assist with 700 S Main project
  • Assisted staff on long term code enforcement solutions
  • Assisted with the confidential economic development update