AGENDA
PLAN COMMISSION
CITY COUNCIL CHAMBERS
SEPTEMBER 5, 2023

The public may view/listen to the meeting by:
- Calling Toll Free 1-844-992-4726, access code: 263 114 08170
- Visiting the web link: https://tinyurl.com/rfpc9523; Webinar number: 2631 140 8170; Webinar password: 1234
- Viewing the City's YouTube Channel: https://www.youtube.com/user/cityofriverfalls

CALL TO ORDER – 6:30 p.m.
PLEDGE OF ALLEGIANCE
ROLL CALL

APPROVAL OF MINUTES
1. Minutes of the July 6, 2023 Plan Commission meeting

PUBLIC COMMENTS

ORDINANCES AND RESOLUTIONS
2. Final Plat for Sterling Ponds Village: A proposed twenty-unit twinhomes development located southeast of Kingsbarn Ave. and Newcastle Dr. (Husby Homes, LLC.)

REPORTS
3. Planning Update

ADJOURNMENT

Council members may be in attendance for informational purposes only.
No official Council action will be taken.

NOTES:
Those wishing to speak during "public comment" 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 Angie (abond@rfcity.org or 715-426-3427) 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.

Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials to be in an accessible location or format, may contact City Clerk Amy White at (715) 426-3408 or in person at 222 Lewis Street, for accommodations. Requests for accommodations should be made at least three (3) business days in advance of the meeting. Every effort will be made to arrange accommodations.

Published: 08/30/23 the Pierce County Journal; Posted: 08/24/23
MINUTES
PLAN COMMISSION
JULY 6, 2023
CITY COUNCIL CHAMBERS

Members Present: Patricia La Rue, Dan Toland, Diane Odeen, Rob Gorman, Lisa Moody
Members Absent: Rebecca Prendergast, Chris Holtkamp
Staff Present: Emily Shively, Sterling Hackney
Others Present: Ben Fochs

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

APPROVAL OF MINUTES
M/Odeen, S/La Rue to approve minutes. Motion carried 4/0.

PUBLIC COMMENTS
Ben Fochs commented on a couple of corporate businesses that have too large and/or bright signs that went up without approval and variances were applied for after the fact. He mentioned Hudson industrial parks and their amount of bright, distracting signage and lighting and hopes to see that is taken into consideration with all the new development going up in River Falls.

ORDINANCES & RESOLUTIONS
Zoning Ordinance Text Amendment creating Chapter 17.50 - Corporate Park Zoning District Assistant Community Development Director Emily Shively provided a presentation. She explained the draft ordinance describes the purpose of the regulations, includes definitions, establishes permitted and prohibited uses, and outlines performance standards in Corporate Parks. The draft is based on existing ordinances, goals, and covenants. The Corporate Park Zoning District is intended to be consistent with existing corporate park regulations that apply to Whitetail Ridge and Sterling Ponds Corporate Parks. It establishes clear yet flexible regulations for the Mann Valley area and additional corporate parks in the future that encourage high quality development. These developments create new jobs, expand non-residential tax base, and diversifies the local economy.

M/Odeen, S/Moody made a motion to approve The Zoning ordinance Text Amendment creating Chapter 17.50 – Corporate Park Zoning district.

There was discussion regarding the proposed regulations being similar to or significantly different than existing corporate park regulations. The proposed are not significantly different and some covenant items were added for clarity and consistency in standards.

In addition, permitted uses were discussed. Schools are not an approved use in Corporate Park District. This is due to federal regulations that protect those uses such as schools and churches.
that require those uses be permitted where other assembly uses are allowed and corporate parks are intended to have uses that extend the tax base. Schools and churches do not pay property taxes. Clarification of truck terminal definition was discussed. La Rue would like to see charging stations installed as part of sustainability.

Motion Carried 4/0.

REPORTS
Planning Update
Shively updated the Plan Commission on projects. The final plat for Oak Hills Phase I was approved. The SIP and Final Plat for South Pointe was approved. The electronic sign ordinance is set for the second reading.

ADJOURNMENT

Moody made a motion to adjourn at 6:42 p.m. S/Odeen; motion carried 4/0.

Respectfully submitted,

Angie Bond, Community Development Assistant
PLAN COMMISSION
SEPTEMBER 5, 2023
STAFF REPORT

ITEM: Final Plat for Sterling Ponds Village
APPLICANT: Auth Consulting & Associates
OWNER: Husby Homes
STAFF: Sam Burns, Planner

BACKGROUND
Auth Consulting & Associates have submitted a Final Plat application for a 20-unit twin home development. A preliminary plat for the entire Sterling Ponds development area was originally approved by the Plan Commission in May 2003. To date, the following development phases have either been platted, completed or are currently under construction: Sterling Ponds, Sterling Ponds 1st, 2nd, 3rd, and 4th Additions, Sterling Heights, Villas of Sterling Ponds Phases 1-4 and Sterling Ponds Cottages. In addition, the Aberdeen, Hope Lutheran, and Sterling Ponds Corporate Park have been planned and developed. The applicant is seeking to develop one of the last remaining parcels in the Sterling Ponds neighborhood.

Location Map: Site outlined in red
**PROJECT DESCRIPTION**

Sterling Ponds Village will create 20 individual twin home lots. It will also include Outlot 1 which primarily accommodate a private road connecting to Newcastle Drive and a shared driveway for the Hope Lutheran Church that is accessible via Kingsbarn Ave. The private road will provide access to each of the 20 twin homes in the development.

The twin homes will also be connected via a sidewalk along Kingsbarn Ave and a multi-use trail on the southeast side of the development abutting a stormwater retention pond.

*Sterling Ponds Village Site Plan*
FINAL PLAT ANALYSIS

The final plat for Sterling Ponds Village creates 20 twin-home lots for development and one outlot. Drainage, utility, recreation and access easements have been provided and streets are designed per subdivision requirements.

Final Plat for Sterling Ponds Village
Consistency with Official Map, Provision of Infrastructure, and Site Conditions
The development is consistent with the Official Map; public sewer and water services will be provided and the proposed connections to existing roads are consistent with topography and natural features.

Consistency with Comprehensive Plan
The future land use map identifies this area as medium density, which means density should fall within 4-8 dwelling units per acre. The overall density for Sterling Ponds Village will be approximately 6.97 du/acre.

Consistency with Subdivision Ordinance
The final plat is consistent with the subdivision ordinance. The design of streets, blocks, and lots are all in conformance with code.

Consistency with Zoning Ordinance
The area is zoned traditional neighborhood development. The application meets the traditional neighborhood development requirements.

Site Characteristics
Engineering has no concerns regarding slopes, stormwater or other site characteristics.

SUMMARY
The proposed final plat will include 20 home lots and one Outlot. The proposed plat is consistent with the Comprehensive Plan and meets relevant subdivision requirements.

STAFF RECOMMENDATION
Staff recommends forwarding the enclosed resolution approving the Final Plat for Sterling Ponds Village to City Council with a favorable recommendation.
RESOLUTION NO.
APPROVING THE FINAL PLAT FOR THE STERLING PONDS VILLAGE ADDITION

WHEREAS, Auth Consulting & Associates have submitted a final plat for Sterling Ponds Village located on Kingsbarn Ave and Newcastle Dr; and

WHEREAS, the final plat is consistent with the Official Map and Comprehensive Plan; and

WHEREAS, the Plan Commission reviewed the final plat at their September 5th, 2023 meeting and forwarded it to the Common Council with a favorable recommendation; and

WHEREAS, the Common Council reviewed this item at its regular meeting September 26, 2023 and found it to be acceptable.

NOW, THEREFORE, BE IT RESOLVED that the Common Council for the City of River Falls hereby approves the Final Plat of Sterling Ponds Village subject to the following conditions:

1. All of the developer obligations have been satisfactorily met or addressed as determined by the City Engineer as outlined in the Developer’s Agreement.
2. The final plat shall not be recorded until the City has received an irrevocable letter of credit in an amount approved by the City Engineer for all public improvements that are required to be installed in accordance with the plans and specifications.
3. The final plat shall not be recorded until the City has received notice of certification from the State of Wisconsin.

Dated this 26th day of September 2023.

CITY OF RIVER FALLS

ATTEST:

__________________________
Amy White, City Clerk

__________________________
Dan Toland, Mayor
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:
August 1- August 31, 2023

Next Plan Commission Meeting:
September 5, 2023

2023 Community Development Major Projects

- Ensure sustained development/redevelopment of the City from the prospect stage through construction
- Economic Development
  - Customer Relations Management Software (CRM)
  - Shovel ready sites
- Engineering
  - North Water Tower Project
  - North Loop Utilities Project
  - WisDOT Wasson Lane design
  - WisDOT Powell Avenue bridge construction
  - Water and Wastewater Service Area Planning
  - Mann Valley Construction
  - Powell Avenue Bridge Construction
- Planning/Zoning/Inspections
  - Comprehensive Plan update
  - Outdoor Recreation Plan update
  - Bicycle and Pedestrian Plan update
  - Roll out code enforcement changes
  - Permitting/code enforcement software research
Planning and Zoning

• Development Review/Current Planning
  o Currently working with developers that plan to submit over the next few months
  o Fielded questions and review of ETJ potential projects
  o Council approved a new Corporate Park Zoning District at their meeting on August 8, 2023. The new zoning district is intended to be applied to the Mann Valley Corporate Park area.
  o The City Council and the Town of River Falls approved an Intergovernmental Agreement to address traffic and pedestrian safety on 879th Avenue.
  o The Town of River Falls has recommended approval of a Conditional Use Permit for an anaerobic digester at W10322 Hwy 29; the proposal requires a Special Use Permit in the Extraterritorial Zoning Area. It is anticipated that the ETZ Committee will meet to review the application approximately 30 days after a complete application is submitted.
  o Site plans have been submitted for a Starbucks restaurant with a drive-through at 708 N. Main Street. If the plans meet all ordinance requirements, the project will be approved administratively (by staff) and will not need to be reviewed by Plan Commission or Council.
  o A final plat application has been received by Husby Homes, LLC for a 20-unit twin-home development southeast of Newcastle Dr. and Kingsbarn Ave. in Sterling Ponds. Plan Commission will review the proposed plat for Sterling Ponds Village at their meeting on September 5, 2023.
  o Scooter’s Coffee has received site plan approval for a drive-through coffee kiosk at the southeast corner of N. Main Street and E. Pomeroy Street. Demolition of the existing structure and site construction is anticipated to start this Fall.
  o Construction is underway at Lake George Lofts, Oak Hill, Thompson Heights, The Current, South Pointe 1st Addition, and LockTight Storage.
  o Construction is anticipated to begin this fall at The Uplands.
  o The Sycamore of River Falls held their grand opening in August.

• Historic Preservation Commission
  o HPC worked on a display of stories and artifacts for the lower level display areas at the River Falls Library to celebrate the 100th Anniversary of the River Falls Public Library system.
  o HPC and Park Board are working to incorporate historic images inside and outside Glover School House.
  o HPC was awarded a $12,000 reimbursable Certified Local Government grant from the WI Historical Society to hire a consultant who will put together a nomination proposal for two potentially eligible private properties to the National Register of Historic Places. Work is underway on that process.
  o The UniverCity Alliance partnership between the City and UW Madison has enabled a PHD student to help research the early history of River Falls. His work will be discussed at the September 13th HPC meeting.

• BID Board
  o Updated the BID Board website.
  o Became the City’s designated Downtown Reinvestment Committee and approved the first Regional Business Fund Façade Loan in River Falls.
  o Began the process of approving the 2024 BID Levy for businesses withing the BID.

• Mapping
  o Map of available sites for development; [Click here for map]
  o Map of active development projects map; [Click here for map]

• Projects
  o Focus River Falls – staff is shifting focus to implementation of the three Focus River Falls Plans by identifying policy priorities and beginning to identify grant opportunities to help fund key initiatives.
The City implemented grant-funded traffic calming improvements at the intersection of Main and Division St that were recommended in the recently adopted Bike and Pedestrian Plan. The project also included a public art component.

Staff has applied for and was awarded a Wisconsin DNR Grant that would contribute up to $200,000 for the future Mann Valley Recreation Trail.

- Assist customers with zoning and subdivision questions daily.

### Economic Development

- Treasurer duties for the RFEDC and Innovation Center Management Committee (Schreiner)
- Secretary duties for the RFEDC (Burns)
- Sent seven RFIs
- Continue Mann Valley project management
- Presented to the River Falls Chamber Ambassador’s (Schreiner)
- Attended Locktight Storage groundbreaking ceremony (Schreiner and Massey)
- Attended Ron Johnson event (Schreiner)
- Attended USACE Open House (Schreiner and Massey)
- Helped with Customer Appreciation Event (Schreiner and Massey)
- Helped with UWRF Employee Resource Fair (Schreiner)
- Attended River Falls Chamber of Commerce Board of Directors Meeting (Schreiner)
- Attended one Business Retention and Expansion meeting (Schreiner)

### Building and Inspections/Code Enforcement

- 708 N. Main St, RF Holdings (old Valu Stay) – motel razed
- 1355 Sunshine Ave, Renaissance School – Final inspection, waiting on Joe Merchak, State Inspector for go ahead to issue certificate of occupancy
- 137 W. Cascade Ave, Lake George Lofts – Plumbing inspection, nearing completion
- 590 S. Wasson Ln, CVTC – Final inspection, certificate of occupancy issued with a few conditions
- 1215 Old Chapman Dr, RF Development (Thompson Storage) – Permission to start permit issued for (10) storage unit buildings
- Radio Road, RF Development (The Current) – Permission to start permits issued for (4) apartment buildings, (2) 24-unit, (1) 28-unit, and (1) 30-unit

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<th>Permit Type</th>
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<td>Sign Permits</td>
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### Engineering

- Internal Consulting Projects
  - S. Wasson Lane Reconstruction (Strand) design is ongoing. Property acquisition for temporary easements and right of way is in process.
  - The Wastewater Utilities Biosolids Design Contract (Strand) is ongoing. 90% design plans were received for review.
  - Water & Sewer Service Area Plan Updates (Strand) – Draft reports were received and are being reviewed by City staff.
- 2023 Public Works project was awarded to Monarch Paving Company. State Street, West Johnson, and Commerce Court mill and overlay is completed. The Desanctis Park trail is expected to be overlayed with new asphalt in mid-September.
- 2023-2024 Sanitary Manhole rehabilitation project bid was awarded to Hydro-Klean, LLC and work is in process.
- 2023 Chip and Fog Seal was completed on Powell Avenue, W. Division Street, State Street, and Vine Street. Line painting is expected to occur on West Division and Powell Avenue on September 5.

- Development review assistance for the following sites:
  - The Current watermain extension is complete and ready for connection to the Radio Road watermain.
  - Red’s Place: Staff commented on preliminary concept December 2022. Development layout is contingent upon Wisconsin DOT controlling access points to the proposed development.
  - CVTC: Under construction.
  - Thompson Storage: Site plans and water main extensions are approved; construction is in process.
  - Scooter’s Coffee plans are approved. Estimated start of construction is not known.
  - Starbucks plans were received and currently under review.

- Stormwater
  - Erosion control inspections are ongoing.
  - Application for Wisconsin DNR non-point source stormwater management planning grant. Draft awards include a grant for River Falls. Final awards late 2023 and funding available in 2024.
  - Application prepared and submitted for FEMA “Building Resilient Communities” (BRIC) flood study grant. Grant awards expected in July 2023 and final awards in late 2023 for 2024 funding.
  - Adopt-a-Pond program is being re-energized, with an updated website and 11 ponds confirmed as adopted so far.

- Public Construction Projects
  - North Interceptor Sewer: City expects completion of minor restoration items and to close out the project soon.
  - North Water Tower – Watermain, foundation, and fabrication are complete. Tower coating complete and mechanical and electrical work is underway.
  - North Utility Loop: Total Excavating has installed the majority of water and sewer utilities and is working towards curb, gutter and asphalt trail installation on Powell Avenue which is expected the week of September 12.
  - Mann Valley Corporate Park: Hass & Sons was issued a notice to proceed and is expecting to start mobilization after Labor Day weekend.
  - Powell Avenue Bridge Rehabilitation: The contractor mobilized on August 14th. The existing bridge deck is currently being removed.

- Subdivisions
  - Highview Meadows 7th Addition: Public construction is nearing completion, final paving is occurring the week of August 28.
  - Thompson Heights (Subdivision South of Paulson Road): Phase I of the development infrastructure is complete.
  - Oak Hill (Maple St. and Apollo Rd). Clearing and grubbing complete, utility installation anticipated to start early August.
• South Pointe First Edition: Utility installation and curb & gutter is complete. The first lift of asphalt paving is scheduled on August 31.

• Private Development Projects
  o BOH Electronics (Whitetail Blvd): Final grading complete, needs stabilization and a final walkthrough.
  o Eurofins (Highland Dr): Greenhouse constructed, utilities and grading needed, ~30% complete.
  o Dawes Place Phase II: Majority of water and sewer installed, several building permits issued, and roadway has curb and the asphalt base layer. Additional storm sewer and grading needed.
  o The Sycamore: Construction is completed, staff completed a walk through of public improvements and only a few punch-list items remain.
  o Wasson Townhomes: Public improvements are completed, asphalt is complete, grading is complete and re-vegetation is progressing well. Waiting on as-built plans.
  o Lake George Lofts: has completed the underground work and the building work is nearing completion.
  o Renaissance Academy: Utility work is complete. Construction is ongoing.
  o The Uplands (Paulson Road Apartments): clearing and grubbing complete, grading has starting. Expecting construction to pick back up in September.

Director

• Kinni Corridor implementation
  o On Tuesday August 15, 2023 the US Army Corps of Engineers (USACE) and the City hosted an open house at the River Falls Public Library to collect public input on an aquatic ecosystem restoration feasibility study for a 1.4-mile section of the Kinnickinnic River in River Falls led by the USACE.
  o Over 125 people were in attendance to learn more about the study which is analyzing three potential project alternatives as well as evaluating the impact of not doing any project in the area.
  o The study is considering the environmental and ecological impact and benefits of removing the Powell Falls Dam or the Junction Falls Dam or removing both structures. Each of those alternatives may include partial or full removal of dam structures, riverbank stabilization, invasive species management, flow modification structures, riffle pool creation, restoration of mudflats and emergent wetlands, and floodplain forest restoration along the riverway.
  o The USACE expects to select one of the alternatives in Fall 2023.
  o Public review of the proposed alternative will take place in Winter 2024.
  o If a project proceeds, final engineering design will occur in 2024-2025 with construction anticipated to occur from 2025-2027.
Community Development Staff

Amy Peterson, Community Development Director

David Hovel, Building Inspector

Keri Schreiner, Economic Development Manager

Todd Nickleski, City Engineer

Angie Bond, Community Development Assistant

Emily Shively, Assistant Director of Community Development

Chris Buntjer, Sr. Civil Engineer

Tamarra Jaworski, Engineering Technician

Tyler Galde, Planning & Engineering Technician
Sam Burns, Planner

Adam Martinson, Municipal Project Manager

Ellen Massey, Community Development Management Analyst